



Hatch Embroidery 4



Quick Start Guide

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GETTING STARTED

Welcome to Hatch Embroidery, Wilcom's premier home embroidery software. Designed specifically for the hobbyist and home business, Hatch Embroidery includes all the features and tools you need to create simple or extravagant embroidery designs. It is the best machine embroidery software available today, featuring latest technology in an easy-to-use interface with add-as-you-go features.



A few of its amazing features...

- ◀ Select from powerful manual [digitizing](#) tools and an endless number of creative [stitch types](#). Designs are only limited by your imagination.
- ◀ The **Color PhotoStitch** feature creates lasting gifts. Take a photo of a pet, baby or someone special and instantly convert it into embroidery. This takes personalization to another level.
- ◀ **Redwork** unlocks an ethereal artistic embroidery style. Available in multiple outline types, Hatch Embroidery will calculate the fastest and most efficient route to stitch out your designs.
- ◀ Create [appliqué](#) by converting closed objects with a single click. This is truly automated. When done, export to SVG and prepare your cutting file in seconds.
- ◀ There are also special appliqué digitizing tools which allow you to choose how you want your appliqué to stitch. Select from one color or multiple color stops and optimize stitch order.

- ◀ **Elastic Embossed** fills and outlines turn with the shape of objects. Be even more creative whilst continuing to achieve accurate and clean designs.
- ◀ **Alternating Motifs** lets you combine two motifs into a single object. Now you can create unique patterns never seen before.

Hatch Embroidery really does it all. Some days you may simply want to resize or recolor a design, or just add some lettering. Other days you are in the mood to create a piece of art. All the tools are waiting at your fingertips, and of course, you have the Hatch Embroidery team and a helpful community to support you.



Note: Hatch Embroidery is a downloadable product that you can buy all-in-one or start small and add modules when it's right for you. For more product information and prices, please visit [our website](#).

Introduction

If you are new to embroidery design software or machine embroidery, you are probably asking yourself 'where do I start?!'

It's safe to say that you will spend many hours learning how to get the most out of your embroidery machine and the design software which supports it. The two work together hand-in-hand and it takes practice and patience to master both the creation and production of fine embroidery.

The results, however, will speak for themselves, making the time you invest all the more valuable. With each project you complete, you will gain in experience and confidence and be ready to tackle the next challenge.



Working with embroidery

Let's take a look at the scenarios that you will find yourself working with. Typically, you will be involved in one or all of the following:

- ◀ Take a ready-made design and sew it out
- ◀ Make global changes to a design
- ◀ Combine lettering with a design
- ◀ Create a monogram design
- ◀ Adapt an existing design
- ◀ Create embroidery from artwork using automated techniques
- ◀ Create embroidery manually
- ◀ Use special embroidery features

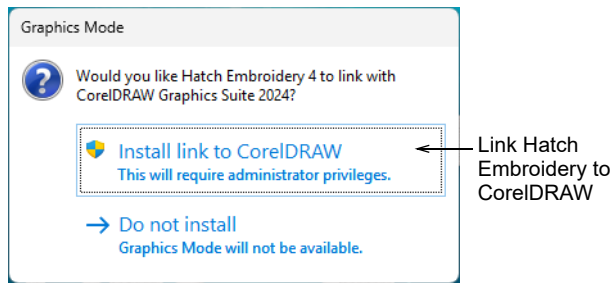
Let's look at those cases one-by-one. This section outlines the main uses you will make of Hatch Embroidery, together with references to sections of the User Guide where you can obtain more in-depth information.



Tip: For lots of great videos and ideas for using Hatch Embroidery, visit our online [resource center](#).

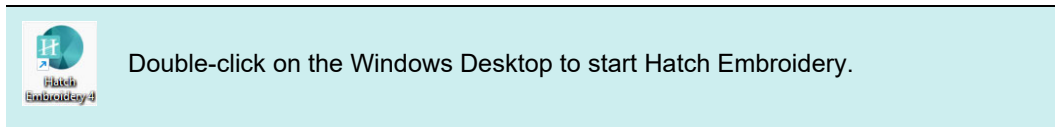
Integration with CorelDRAW®

Integration with CorelDRAW® is automatically activated depending on your product level. This is available for customers who already own compatible CorelDRAW® Graphics Suite or have purchased CorelDRAW Standard 2026 GEM. If you have CorelDRAW® installed on your computer together with Hatch Embroidery, you will be prompted to link it upon launching Hatch Embroidery. See also [Graphics mode](#), pg 8.

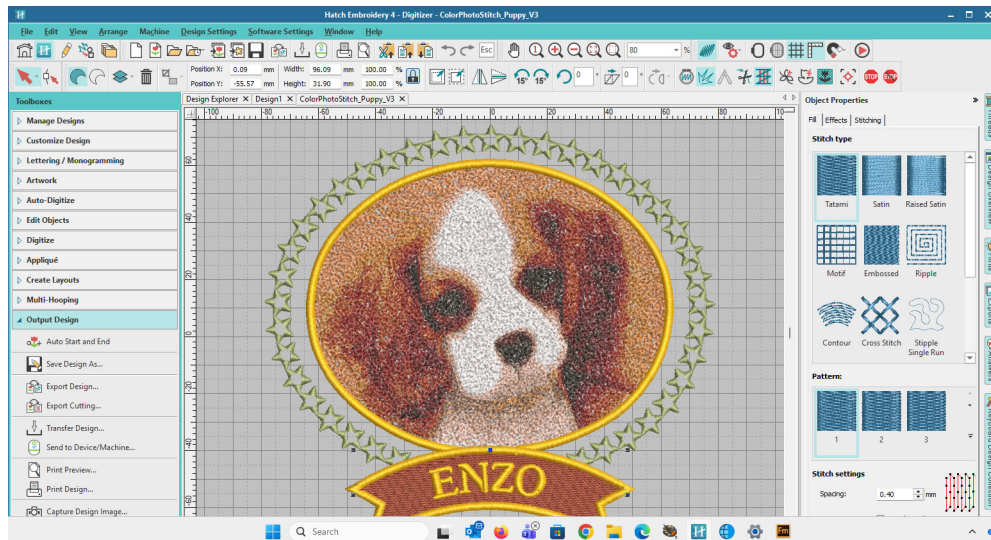


Note: CorelDRAW® integration is currently only available for certain models of CorelDRAW® Graphics Suite and CorelDRAW Standard 2026 GEM. And it only works with some levels of Hatch Embroidery. For more information, see [FAQs](#) on the Hatch Embroidery website. Note too that some CorelDRAW® functions may not be available in **Graphics Mode**.

The user interface



Hatch Embroidery can be opened via the desktop icon or MS Windows® **Start** menu.



Note: You may need to calibrate your monitor so that designs at 1:1 scale appear at real size. Do this when you first install Hatch Embroidery or when changing monitors. Screen calibration is generally not required on Windows 10/11 as this is handled by the operating system itself. See [Monitor calibration](#), pg 73 for details.

Operating modes

Hatch Embroidery has a single 'design window' but you interact with it in different ways. The main operating modes you'll be using are:

| Mode | Function |
|--------------------|--|
| Home | With this mode you can return to the Home screen to access new designs, or access tutorials and other product information. |
| Embroidery Mode | This mode allows you to create and edit embroidery objects using an embroidery digitizing toolset. |
| Graphics Mode | When installed, this mode allows you to insert, create and edit artwork, vector and bitmaps, using the CorelDRAW® Graphics Suite toolset. |
| Design Explorer | This mode allows you to manage embroidery files and artwork. |
| Multi-hooping mode | If your embroidery is too large or contains a number of designs spaced around an article, you can split it into multiple hoopings in Multi-Hooping mode. |



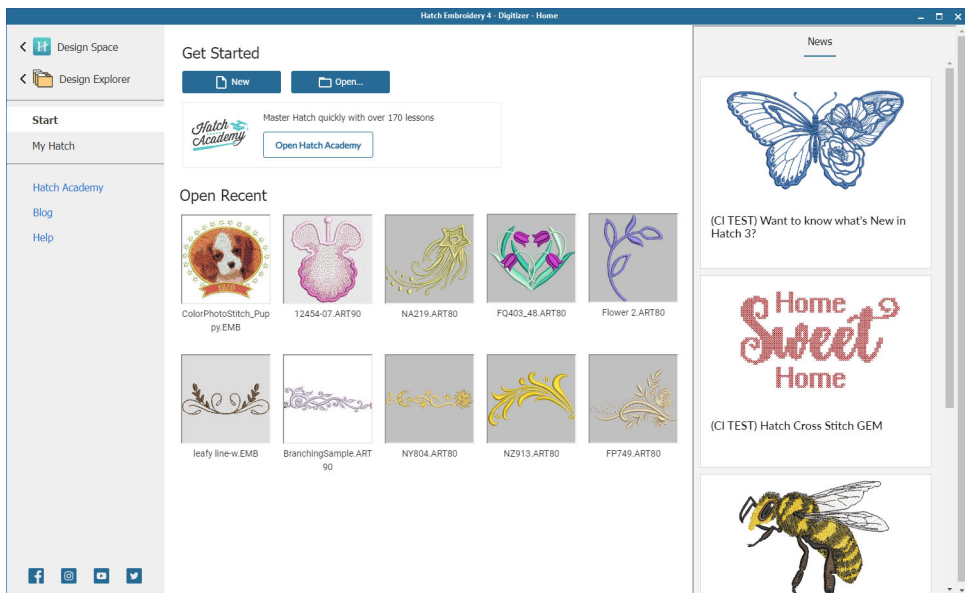
Tip: The **User Interface Settings > General** tab allows you to preset the preferred default screen upon startup – **Home**, **Design Explorer**, or **Embroidery Mode**. See [Application settings & preferences](#), pg 68 for details.

Home screen



Click **Switch & Convert > Home** to revisit the Home screen to access tutorials and other product information.

The **Home** screen loads when Hatch Embroidery starts, offering you quick access to recent new designs, as well as value-add content, including tutorial videos and the latest Community Forum and Product Blog posts. You can also browse 'My Hatch' which provides details of your license, including product level and version.



In a nutshell, the **Home** screen provides the following:

| Feature | Benefits |
|--------------|---|
| Quick access | <ul style="list-style-type: none"> • Links to the Design Space • Links to the Design Explorer |
| Start | Provides quick access to open: <ul style="list-style-type: none"> • a new design • an existing design • a design from a list of recently opened designs. |

| Feature | Benefits |
|------------------------|---|
| My Hatch | <ul style="list-style-type: none"> • Reports up-to-date product entitlement information such as: product level and version, font packs purchased, etc • Indicates version status - whether up-to-date or not - plus links to latest version • Links to upgrade path, depending on your current level • Links to available font packs, again depending on current entitlements and available fonts |
| Hatch Academy | <p>Easy access to Hatch Academy website. Education is the key to getting more from your Hatch Embroidery software:</p> <ul style="list-style-type: none"> • Learn from hundreds of quality embroidery lessons designed by Hatch Embroidery experts • Get answers to your questions directly from the trainers. |
| Community | <p>Join a worldwide community of Hatch users to discuss:</p> <ul style="list-style-type: none"> • News and announcements • General questions and shared ideas • New features and suggestions |
| Blog | <p>Access the Hatch Blog for:</p> <ul style="list-style-type: none"> • How tos • Inspiration • News |
| Help | <p>Access the Hatch Help for:</p> <ul style="list-style-type: none"> • General FAQs • How To FAQs • Technical FAQs • Helpful videos • Announcements • Help & Support Center |
| News and posts section | <p>Provides access to:</p> <ul style="list-style-type: none"> • Latest Hatch News regularly updated by the Marketing Team • List of latest Community Forum posts • Latest blog posts. |

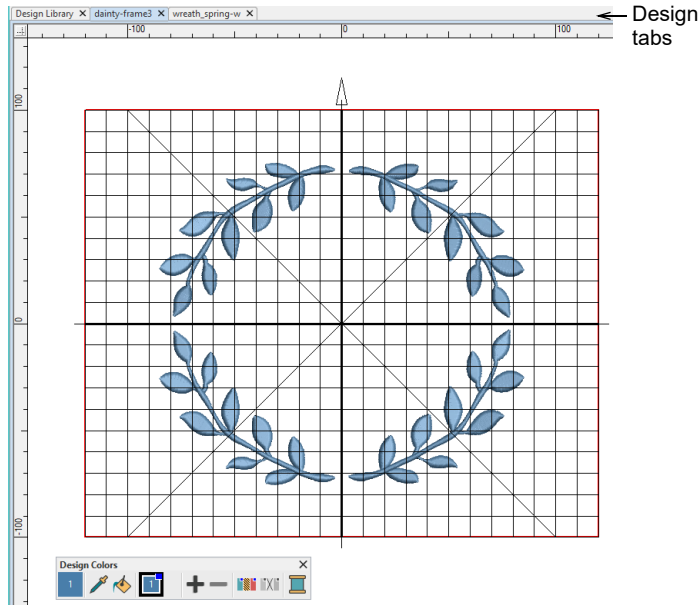
Embroidery mode



Use Embroidery Mode to digitize and edit embroidery designs. Display embroidery as well as artwork. View designs realistically in 3D simulation.

Hatch Embroidery has a single workspace or 'design window'. This allows you to modify or create embroidery designs using the extensive toolset. You can have

multiple designs open simultaneously and toggle between each via the design tabs.



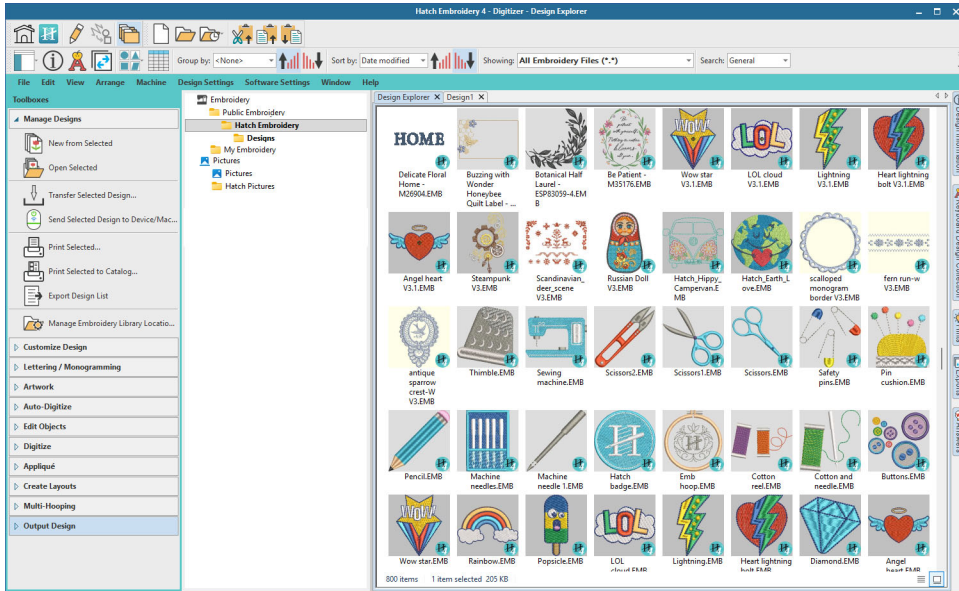
Related topics

◀ [Embroidery workspace](#), pg 10


Design Explorer


The built-in **Design Explorer** is a 'virtual library' in that any designs on your system can be located and displayed within the navigation tree. Hatch Embroidery doesn't care where they physically reside on your hard disk or external storage devices. Any folder containing embroidery designs can be included in the navigation tree. The library opens in its own tab on the design bar. It has five

components – two toolbars, a toolbox, a navigation tree, a design display area, and an info panel. See also [Browse designs](#) (User Guide).

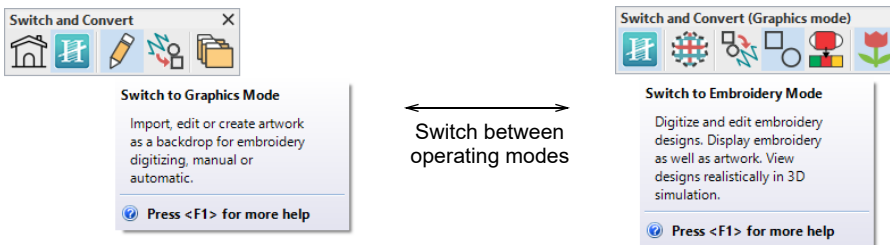


Graphics mode

 Use Switch & Convert > Graphics Mode to import, edit or create vector artwork as a backdrop for embroidery digitizing, manual or automatic.

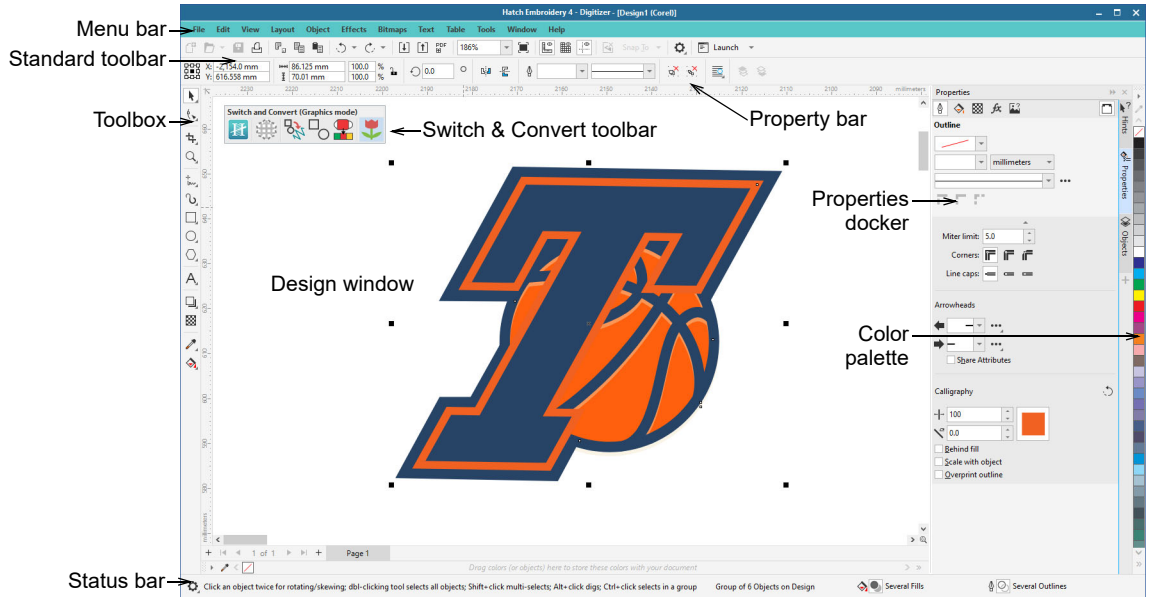
 Use Switch & Convert > Show Embroidery to show or hide embroidery components.

Hatch Embroidery has a single 'design window' but when integrated with CorelDRAW®, you may interact with it via the **Switch and Convert** toolbar.



Note: CorelDRAW® needs to be registered before it can be used by Hatch Embroidery. Registration provides CorelDRAW® Standard Membership which gives you access to content – clipart, fonts, stock photos, templates – via Corel CONNECT. It also gives you access to the latest CorelDRAW® updates.

The **Graphics Mode** toolset offers many techniques for creating and editing **vector** graphics, according to the version of CorelDRAW® Graphics Suite you own.



Here are some of the prominent **Graphics Mode** interface elements.

| Element | Description |
|--------------------------|---|
| Menu bar | This contains application menus such as File, Edit, View, etc. |
| Design window | This contains the main work area where you create and edit graphics objects as well as embroidery objects when you switch to Embroidery Mode. |
| Switch & Convert toolbar | This contains the universal tools and icons which are visible in both Embroidery Mode and Graphics Mode windows. |
| Standard toolbar | This contains commonly used tools and commands which are specific to and only visible in Graphics Mode. |
| Toolbox | This contains the drawing/editing tools specific to and visible only in Graphics Mode. |
| Property bar | This contains the commands and controls that relate to the active tool in the Toolbox or active object in the design window in Graphics Mode. |
| Properties docker | In Graphics Mode, this contains graphics-specific dockers. |
| Color palette | This contains the graphics color palette which is specific to and only visible in Graphics Mode. |
| Status bar | This contains current status information visible only in the Graphics Mode. |

In addition to the CorelDRAW® Graphics Suite toolset, you can also use **Graphics Mode** to insert or paste third-party vector graphics such as clipart for use in embroidery designs. Alternatively, insert, paste or scan **bitmap** artwork for use as digitizing templates or 'backdrops'. Imported vector graphics or created text can

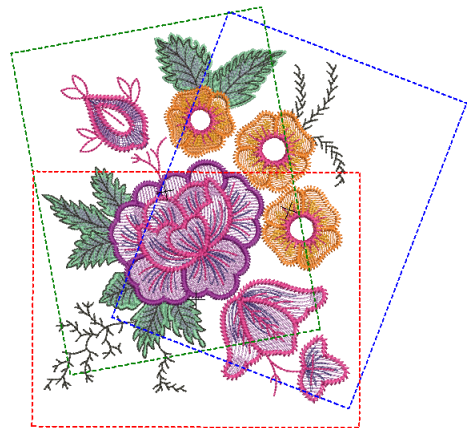
be converted directly to embroidery designs. See [Convert artwork to embroidery with CorelDRAW®](#) (User Guide).



Note: For a detailed description of the CorelDRAW® Graphics Suite interface, refer to the electronic User Guide available via the MS Windows® **Start > Programs** group. Alternatively, use the online help available from the **Help** menu.

Multi-hooping mode

Here is a screen image from the multi-hooping workspace which is accessed via the **Multi-Hooping** toolbox. If your embroidery is too large or contains a number of designs spaced around an article, you can split it into multiple hoopings. This means you can create embroidery designs that are larger than can be stitched in a single [hooping](#). The multi-hooping workspace allows you to set up the position and sequence of each hoop. See also [Multi-Hooping](#) (User Guide).



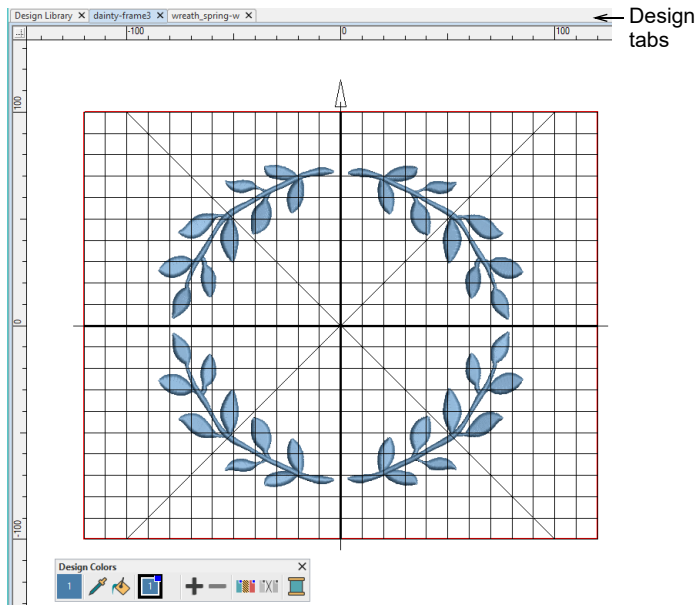
Embroidery workspace



Use Embroidery Mode to digitize and edit embroidery designs. Display embroidery as well as artwork. View designs realistically in 3D simulation.

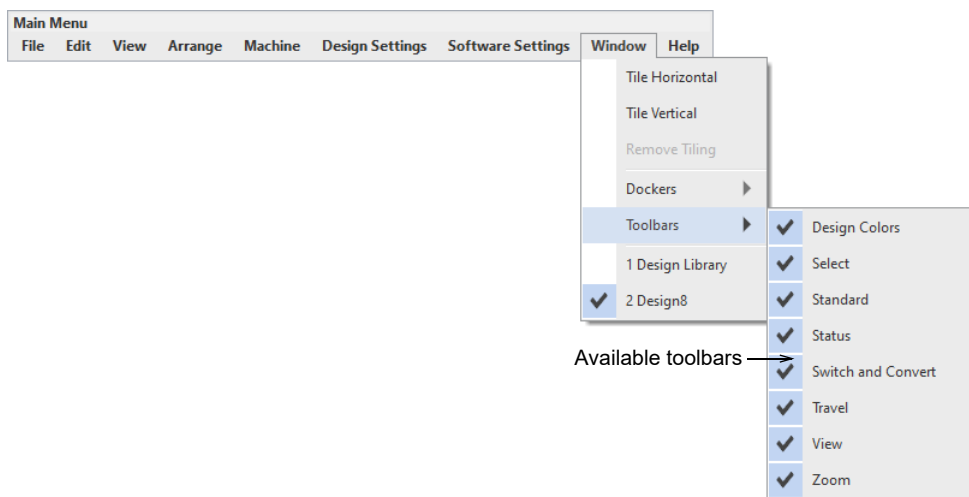
Hatch Embroidery has a single workspace or 'design window'. This allows you to modify or create embroidery designs using the extensive toolset. You can have

multiple designs open simultaneously and toggle between each via the design tabs.



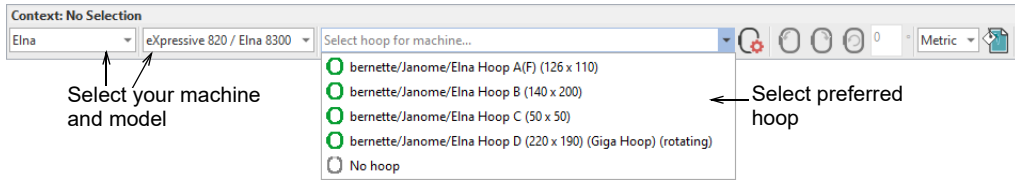
Menu & toolbars

The main menu and toolbars are normally docked at the top of the screen above the design window. Use both to access common commands. As you get more familiar with them, you can speed things up by using keyboard shortcuts. For a list of available toolbars, go to the **Window** menu...

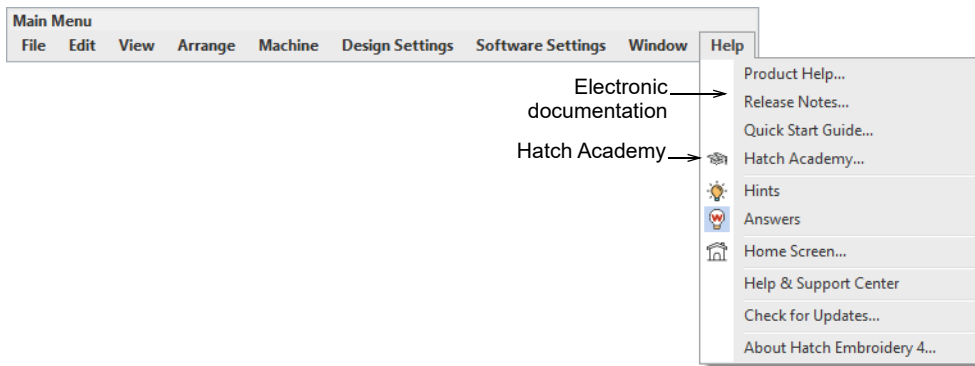


Hatch Embroidery includes a **Context** toolbar which changes according to the selected tool. If you have no tools selected, you will see droplists for machine, machine model, and hoop. Here you can also set your measurement units – Metric

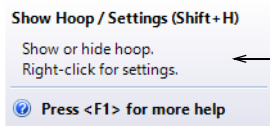
or U.S. – and adjust screen background settings. See also [Hoop selection](#) (User Guide).



The **Help** menu provides easy access to online help and electronic documentation in the form of release notes and quick start guide. It also provides access to the [Hatch Academy](#). This resource provides free and paid courses for both trial and registered users. Resources include 'Embroidery Basics' as well as premium Hatch Embroidery training that includes projects and webinars all aimed at improving the learning journey.



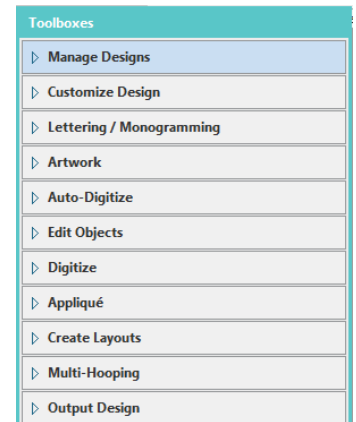
Tip: Tooltips provide a brief summary of tool characteristics. Online help provides quick access to step-by-step instructions. Context-sensitive help is available for tools and dialogs by pressing the **F1** key.



← Press F1 for more information

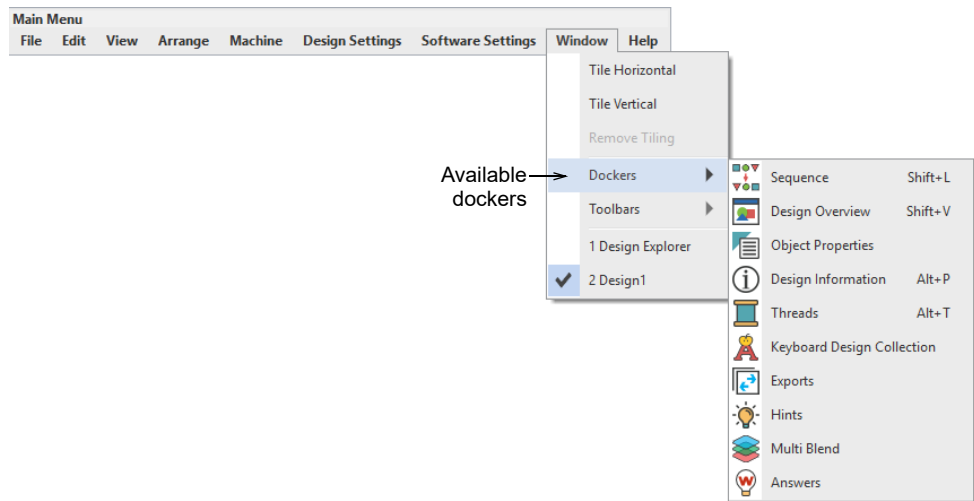
Toolboxes

Toolboxes are like toolbars in that they contain software tools. However, each toolbox represents a typical scenario you will be engaged in, such as customizing designs or editing objects. Some tools may appear in more than one context. As such, toolboxes are organized in order of common operations, starting with managing your designs. See also [Manage Designs](#) (User Guide).

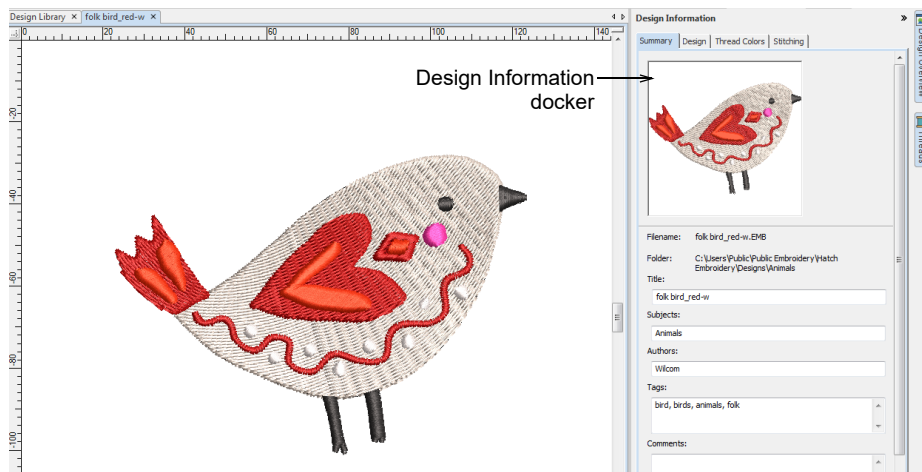


Dockers









Hatch Embroidery includes a number of 'dockers' for key functions. These include operations to do with object sequencing, thread selection, as well as viewing and modifying [object properties](#).



Dockers are normally pinned to the right of the design window. They may also be 'floated' by dragging the caption bar to the design window or double-clicking.



Depending on your level of product, available dockers may include some of all of the following...

| Docker | Purpose |
|----------------------------|--|
| Sequence |  This docker offers an easy way to selectively view and sequence color blocks and objects. |
| Design Overview |  This docker displays a thumbnail image of the design. Use it to pan and zoom the design when working at high zoom factors. Set view settings independently to the design window. |
| Object Properties |  This is an important docker if you are creating or editing embroidery objects. Use this together with the Context toolbar to access and modify the many properties of selected embroidery objects. |
| Design Information |  Use this docker to view and modify design details prior to design approval or stitchout. |
| Threads |  This docker allows you to select thread charts and assign threads to the current design. It works in conjunction with the Design Colors toolbar. |
| Keyboard Design Collection |  Many hobbyists buy embroidery fonts from third-party suppliers. Use this docker to map these fonts to keyboard characters for use in Hatch Embroidery. |
| Hints |  This docker provides a valuable learning resource from within the software. When open, context-sensitive help appears, if available, whenever a feature is selected. Each hint includes a brief feature summary together with a link to a short video. |
| Answers |  Your intelligent embroidery companion, to query the Answers docker for all embroidery-related questions. |

Status bar

A **Status** bar at the bottom of the design window provides continuous display of current cursor position status as well as instructions for use of selected tools.

Enter entry point W 129.8 H 55.6 X= -86.3 Y= -71.2 L= 111.9 A=-140 4,271 Pure Cotton EMB Grade: A

Information displayed includes...

| Field | Notes |
|-----------------|--|
| Prompt message | To guide you through use of selected functions |
| Design size | Width and height |
| Coordinates | Current needle position (X/Y), and length (L) and angle (A) of current stitch. See also Workspace setup & measurement , pg 72. |
| Stitch count | Total number of stitches in design |
| Current fabric | Fabric settings take into account the type of fabric you are stitching on. See also Fabrics & densities (User Guide). |
| Grade of design | EMB designs are classified in four grades depending on how the file was created. See also Supported embroidery files , pg 101. |

First things first

You don't need experience to start using your software. You can simply open a design and save it to your machine's format, ready for 'stitchout'. (Some machines may allow you to send designs directly to machine.) And this is the best place to start. As you gain experience, you will be able to 'read' designs and identify which are good and which may cause problems.



Rules of good embroidery

Keep the following points in mind when looking at embroidery designs, both your own and others:

- ◀ Stitches are neat, smooth and even
- ◀ Design looks good – shapes, colors, balance
- ◀ Shapes are filled with correct fill and outline stitches
- ◀ Stitches are angled to match shapes
- ◀ Shapes are stitched correctly – no unwanted gaps
- ◀ Details are clearly defined

- ◀ Lettering is clear and easy to read.



The stitchout should also have the following characteristics:

- ◀ The design sews efficiently on the machine
- ◀ The fabric does not pucker around stitched areas
- ◀ The design is free of loose ends.



Tip: Good embroidery quality starts with good design. You then need a good quality machine to stitch it out. But even that is not enough if you do not use the correct fabric, threads, [backings](#), tension, and so on. Consult your machine manual for advice and get as much advice from other embroiderers as you can.

Sources of artwork

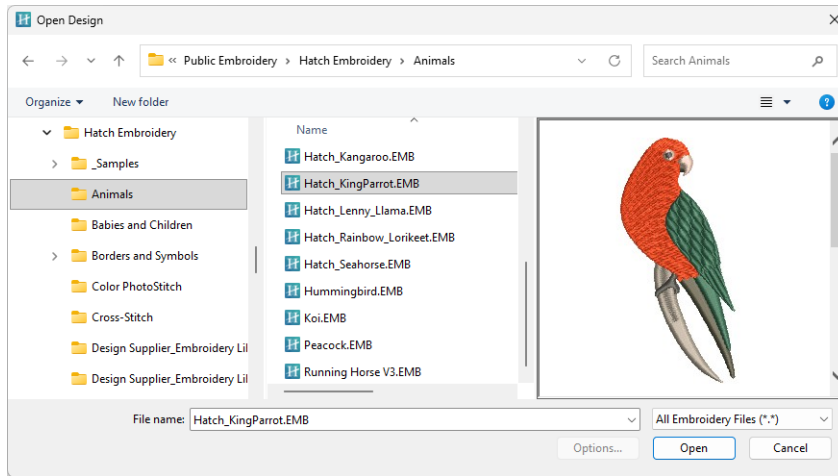
Electronic artwork in both [bitmap](#) and [vector](#) formats can be inserted, pasted or scanned into Hatch Embroidery for use as digitizing templates or '[backdrops](#)'. Likely sources include:

- ◀ Internet and CD clipart libraries
- ◀ Business cards, post cards and wrapping paper
- ◀ Samples in the **Design Explorer**
- ◀ Books of embroidery patterns
- ◀ Children's story books
- ◀ Printed table cloths or tea towels
- ◀ Original artwork – e.g. children's drawings.

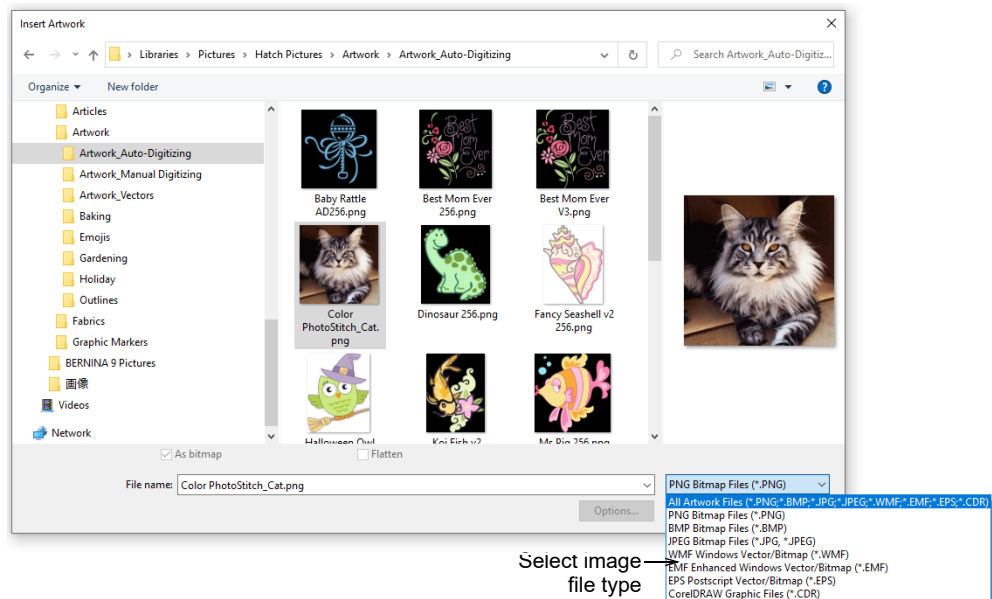
Unless you are an experienced digitizer, do not use complicated artwork. Also, be sure to check the copyright of any images you have not created yourself. If unsure, contact the relevant supplier to seek their permission.

Sample designs & artwork

Hatch Embroidery contains many ready-to-stitch designs, samples and projects. These can be found in the built-in Design Explorer. The most valuable thing when starting out as a new user, is to spend some time exploring these designs and getting to know what's available. See also [Browse designs](#) (User Guide).



There are also artwork files for use as digitizing [backdrops](#). These are installed to your **Pictures** folder. See also [Electronic Artwork](#) (User Guide).



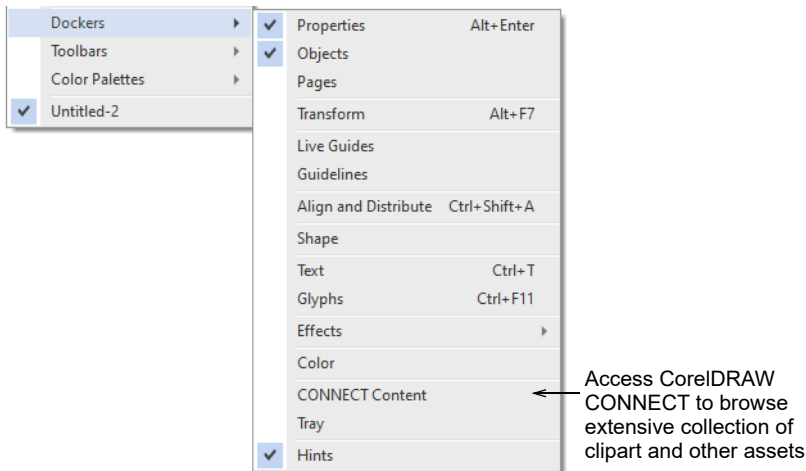
There are many other sources of ready-made embroidery designs which you can purchase online and adapt as you wish. Just be aware of any copyright issues that may be attached to designs you find on the web.



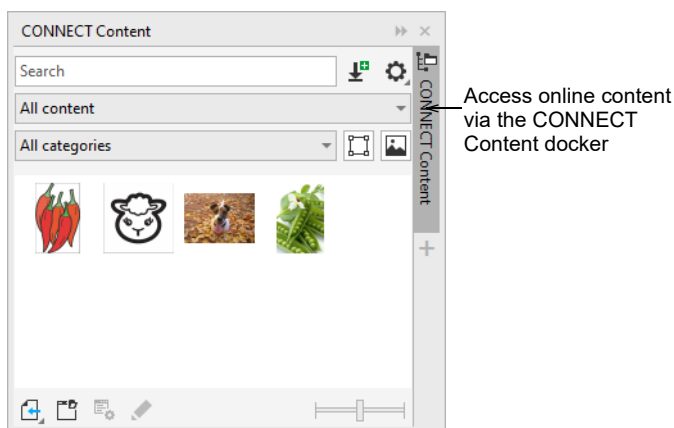
Note: You can only open CDR files if you have an approved version of CorelDRAW® installed and linked to Hatch Embroidery. Other graphic formats can be read via CorelDRAW®. Refer to your installed CorelDRAW® documentation. For more information, see [FAQs](#) on the Hatch Embroidery website.

CorelDRAW resources

Integration with CorelDRAW® is automatically activated depending on your product model. This is available for customers who already own compatible CorelDRAW® Graphics Suite or have purchased CorelDRAW Standard 2026 GEM. CorelDRAW® Standard Membership provides access to content – clipart, fonts, stock photos, templates – via **Corel CONNECT**. Clipart and other content can be accessed via the program group. It can also be accessed via the built-in **CONNECT Content** docker in **Graphics Mode**.



Go to **Window > Dockers > CONNECT Content** to open the docker.



Get familiar with the many clipart samples available to you. Many can be adapted for use with embroidery design, either as digitizing backdrops or direct conversion. However, because of the time it takes to render images on your computer, use the filters to limit the number for display each time.



Caution: Included artwork (clipart) and embroidery designs are only available for personal use – i.e. they cannot be commercially sold in any form.

Stitch out a design

For many embroiderers, it is enough to take an existing design and stitch it out. This is certainly where most will start. Once you have found a design you like, you will want to preview it to see how it will sew out. A number of steps are involved. We outline the main ones here with reference to the User Guide.



Study sample designs

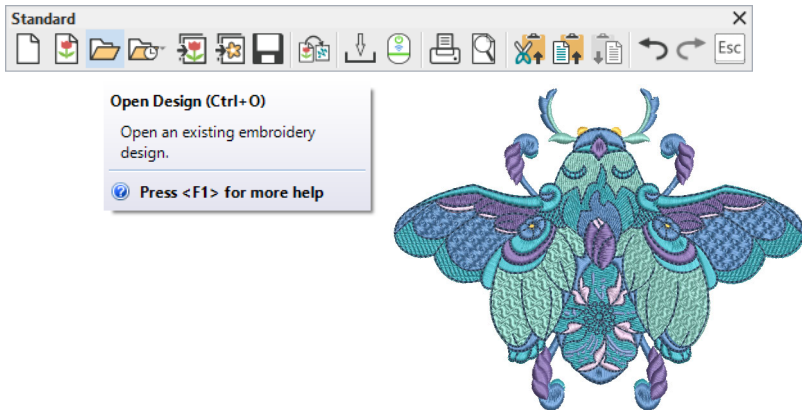


Use Manage Designs > Open Selected to open the design(s) selected in the Design Explorer.



Use Manage Designs > New From Selected to create new design(s) based on the selected design(s) and/or bitmap(s) from a chosen template.

Open a design from your embroidery library.



Related topics

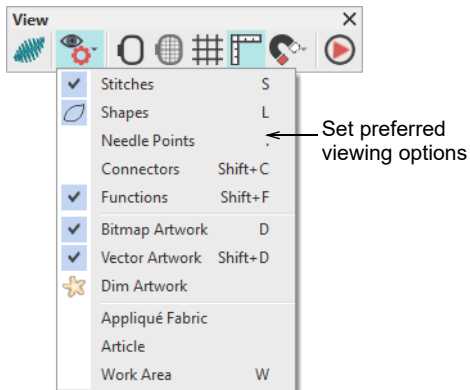
◀ [Open design files](#) (User Guide)

Adjust view settings



Use View > Show Design to show or hide design elements. Click to open droplist of view settings.

Adjust viewing settings as preferred.



Related topics

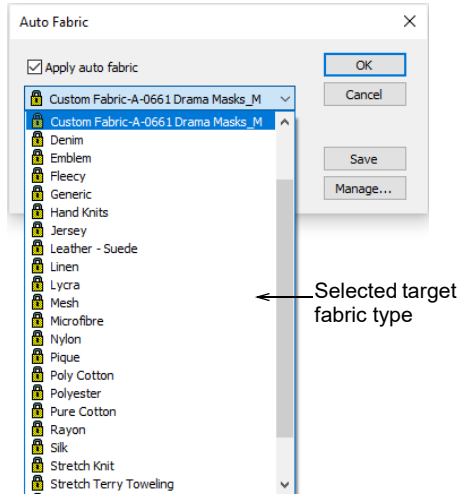
◀ [View Designs](#) (User Guide)

Change fabric type



Use **Customize Design > Auto Fabric** to change the properties of the design for stitching on a different fabric.

Check the fabric type and change as necessary via the **Customize Design** toolbox or **Design Settings** menu.



Related topics

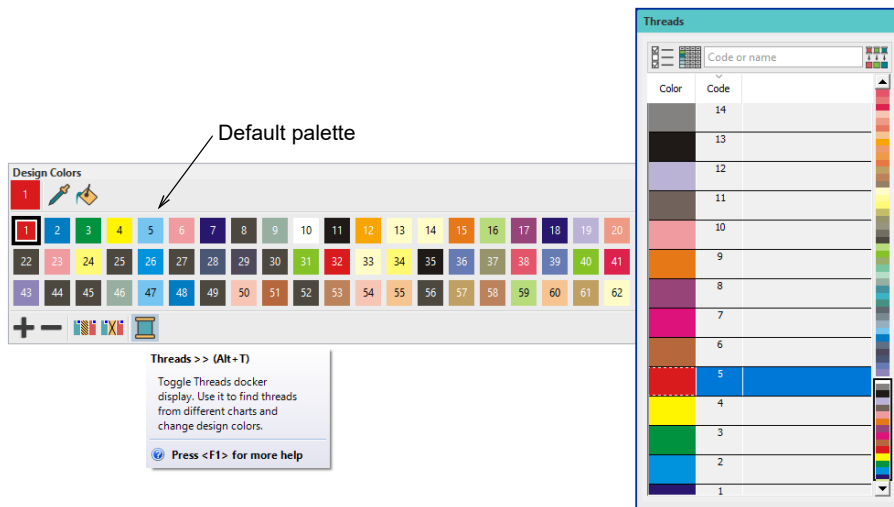
◀ [Fabrics & densities](#) (User Guide)

Assign threads



Use **Design Colors > Threads >>** to toggle Threads docker display. Use it to find threads from different charts and change design colors.

Go to **Design Colors** and check the thread colors. If necessary, change charts to suit one you are using.



Related topics

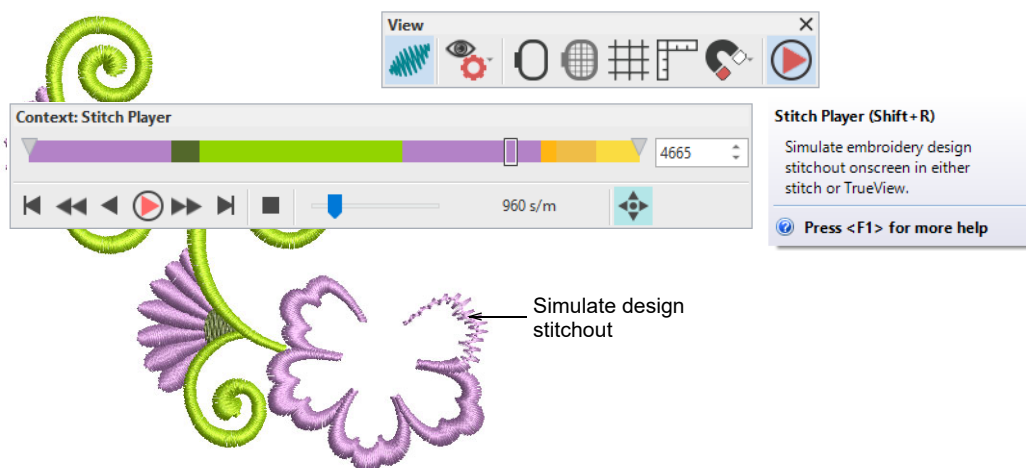
◀ [Modify design colors \(User Guide\)](#)

Preview stitchout



Use View > Stitch Player to simulate embroidery design stitchout onscreen in either normal stitch view or TrueView.

Press **Shift+R** or click on the **Stitch Player** icon to preview the stitchout so you understand how the design will sew on the machine.



Related topics

- ◀ [View stitching sequence](#) (User Guide)
- ◀ [View stitching](#) (User Guide)

Preview a design worksheet



Use Output Design / Standard > Print Preview to preview design worksheet. Print from preview window.

Preview the design via the **Standard** toolbar or **Output Design** toolbox and print a design worksheet as preferred.

The screenshot shows the Hatch Embroidery 4 - Digitizer software interface. The main window is titled "Hatch Embroidery 4 - Digitizer - Hatch_KingParrot - [ben.warburton@wilcom.com]". The interface is divided into several sections:

- Design Worksheet:** A central area showing a red parrot design with a zoom level of 1.93.
- Design Information Panel (Right):** A panel titled "Design: Hatch_KingParrot.EMB" containing the following data:
 - Animals:** Height: 100.1 mm, Width: 46.4 mm, Stitches: 6,888, Colors: 7, Color changes: 6, Trims: 9, Hoop: bernattel/Janoma/Elna Hoop A(F) (126 x 110), Fabric type: Pure Cotton, Required stabilizer: Topping, Backing: Tear Away x 2, Total bobbin: 16.42m.
 - Color Sequence:** A table with columns for #, Color, Code, Name, and Chart.

| # | Color | Code | Name | Chart | |
|---|-------|--------------|--------------------|--------------------|--|
| 1 | 0073 | Stone | Mettler Poly Sheen | | |
| 2 | 6156 | Olive | Mettler Poly Sheen | | |
| 3 | 5324 | Bright Green | Mettler Poly Sheen | | |
| 4 | 1306 | Devil Red | Mettler Poly Sheen | | |
| 5 | 5324 | Bright Green | Mettler Poly Sheen | | |
| 6 | 1760 | Twine | Mettler Poly Sheen | | |
| 7 | 4 | 1375 | Dark Charcoal | Mettler Poly Sheen | |
 - Thread usage:** 39.79m
 - NE:** A table with columns for Color, Name, and Length.

| Color | Name | Length | |
|-------|--------------|---------------|-------|
| 0073 | Stone | 5.39m | |
| 6156 | Olive | 3.66m | |
| 5324 | Bright Green | 2.29m | |
| 1306 | Devil Red | 18.72m | |
| 5324 | Bright Green | 8.48m | |
| 1760 | Twine | 0.88m | |
| 4 | 1375 | Dark Charcoal | 0.89m |
 - Cord usage:** 0.00m
 - CSE:** A table with columns for Color, Diameter, and Length.
- Status Bar (Bottom):** Authors: Wilcom, Design last saved: 6/05/2026 11:49:41 AM, Date printed: 6/05/2026 11:59:36 AM, Page 1 of 1.

Design information provided on worksheet

Related topics

- ◀ [Send designs to machine via WLAN](#) (User Guide)

Output designs



Use Output Design > Export Design to export the current design to a machine file for stitching.

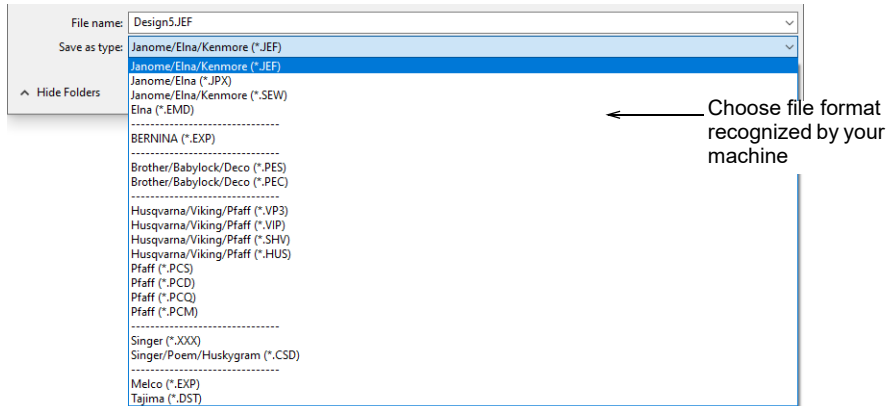


Use Output Design / Context > Transfer Design to transfer current design to the default machine folder. Right-click for settings.

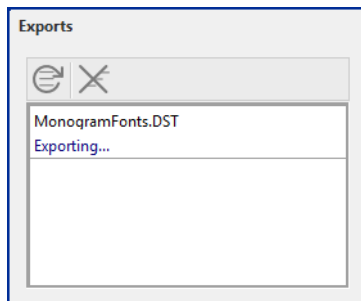


Use Dockers > Exports to view the export status of the current session. Conversion to older formats or machine file is performed as a background task.

Send the design to machine via data media (usually memory stick). Or by file transfer. But before outputting to [machine file](#), be sure to first save your design as EMB.



Use the **Exports** docker to view the export status of the current session. Conversion to older formats or machine file is performed as a background task.



Note: Check your machine documentation for steps involved after transferring the design to machine.

Related topics

- ◀ [Save & export designs](#) (User Guide)
- ◀ [Output designs for production](#) (User Guide)

Modify designs

Once you are used to the steps involved in sewing out designs – either clipart or ones you have purchased – you will soon want to make global design modifications such as resizing, or changing thread colors and fabric types. These are all relatively simple operations. We outline some of the common ones here.



Tip: Often you will want to scale a design for use in different contexts. For instance, a design originally made to fit a pocket may be adapted to fit a cap. Hatch Embroidery provides techniques for transforming design objects just like a graphics program ... with one difference. When you scale, rotate, skew, or flip an **embroidery object**, stitches are regenerated.



Open a design



Use Manage Designs > Open Selected to open the design(s) selected in the Design Explorer.



Use Manage Designs > New From Selected to create new design(s) based on the selected design(s) and/or bitmap(s) from a chosen template.



Use Standard > Open Design to open an existing embroidery design.



Use Standard > New From Design to create a new design based on an existing design.

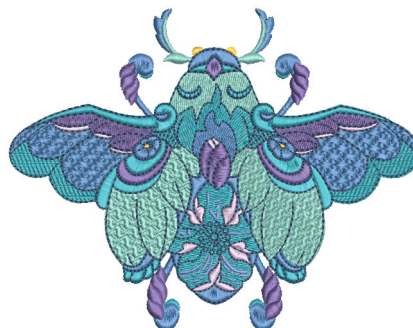
Open the design you want to use. Press **Ctrl+A** to select all objects and press **Ctrl+G** to group them.



Open Design (Ctrl+O)

Open an existing embroidery design.

Press <F1> for more help



Related topics

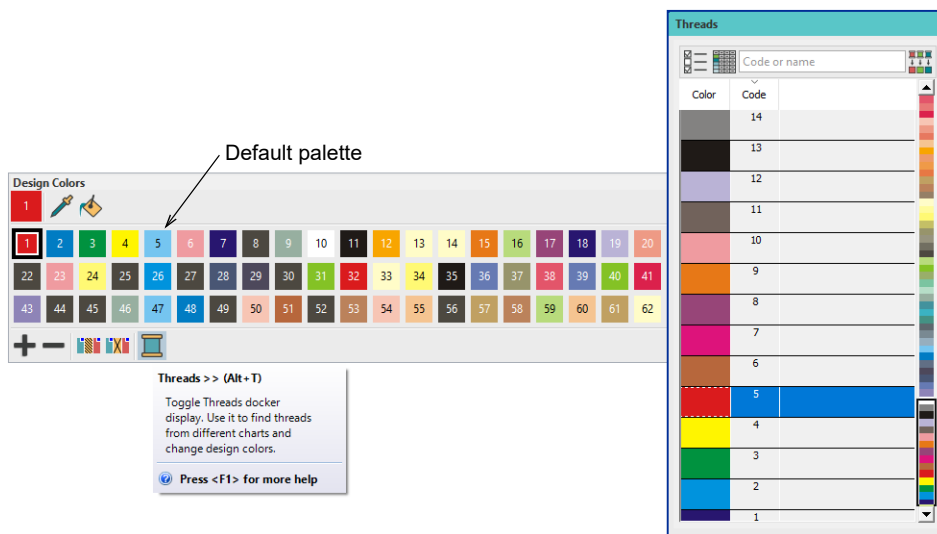
◀ [Open design files](#) (User Guide)

Recolor a design



Use Design Colors > Threads >> to toggle Threads docker display. Use it to find threads from different charts and change design colors.

In addition to simple modifications such as resizing, many Hatch Embroidery users simply want to be able to recolor designs for different fabrics or articles. Hatch Embroidery provides many techniques for recoloring, including matching design colors to available thread charts. Recoloring by threads may involve either [design files](#) or [machine files](#) which include colors.



When you open an existing design, colors may have been already assigned to actual threads – e.g. 'Isacord 40'. Adjust design colors as preferred. The simplest technique is to click objects in the design and select a color from the **Design Colors** toolbar. Many other techniques exist such as using the **Sequence** docker to select objects or entire [color blocks](#). You can also select colors from different thread charts.

Related topics

◀ [Modify design colors](#) (User Guide)

Resize a design

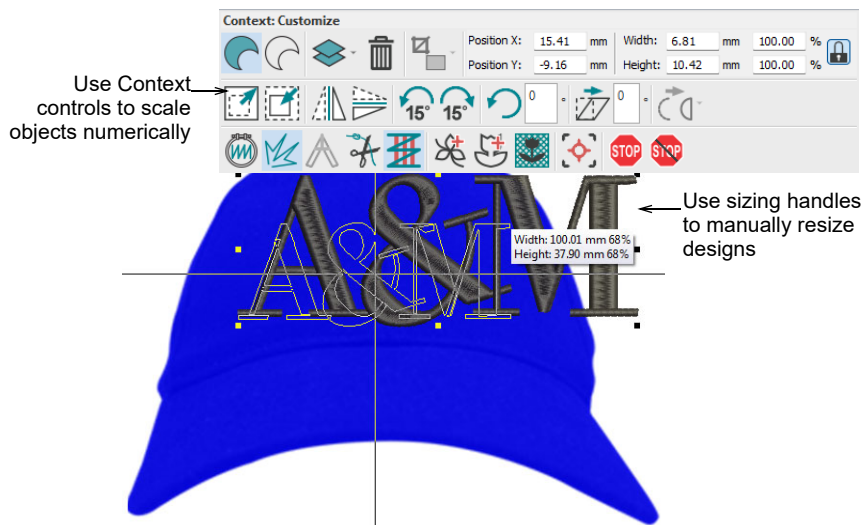


Use Context > Size +10% to increase the size of selected objects in 10% increments.



Use Context > Size -10% to decrease the size of selected objects in 10% increments.

To check design dimensions, press **Ctrl+A** to select the entire design. Check the **Width** and **Height** values in the **Context** toolbar. To resize a design, use the sizing controls on the **Context** toolbar to scale up or scale down. Or simply key in the required dimensions and press **Enter**. For example, if you are stitching a cap design, maximum size will be approximately 4.25" or 108 mm square. Alternatively, visually resize by clicking and dragging the sizing handles.



Note: If your design contains multiple objects, you can select each one individually. In this case, the dimensions shown in the **Context** toolbar relate to the selected object or objects, not the entire design. The dimensions of the entire design are always shown in the **Status** bar at the bottom of the screen.

Enter entry point W 129.8 H 55.6 X= -86.3 Y= -71.2 L= 111.9 A= -140 4,271 Pure Cotton EMB Grade: A

Rotate object in a design

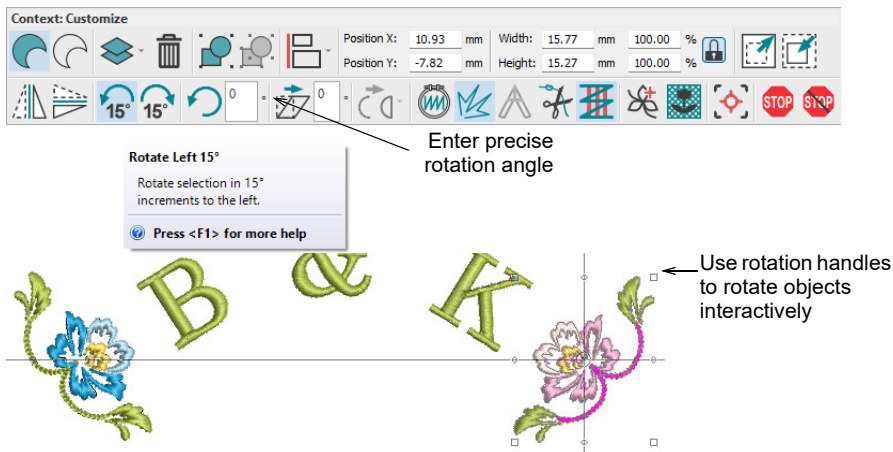


Use Context > Rotate Left 15° to rotate selection in 15° increments to the left.



Use Context > Rotate Right 15° to rotate selection in 15° increments to the right.

Select an object or entire design and click twice to activate rotation handles. Use these or the controls on the **Context** toolbar to rotate objects into position.



Related topics

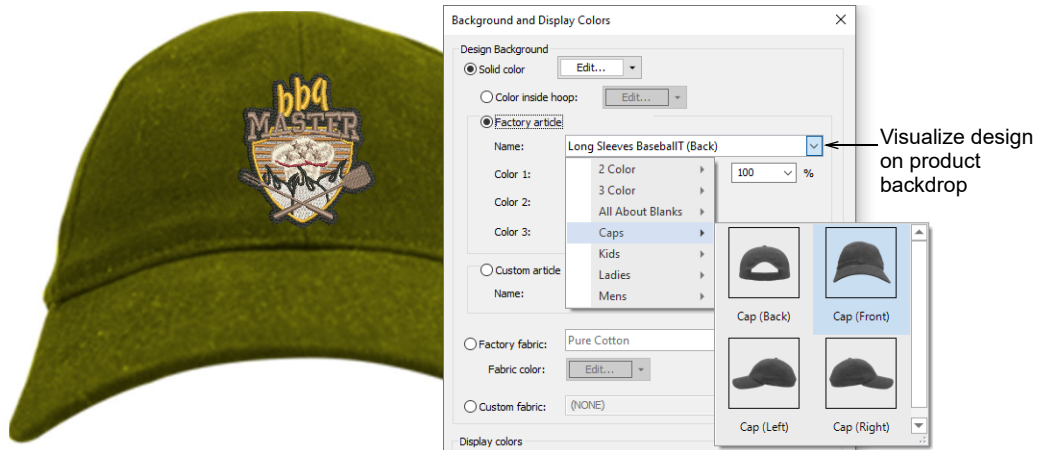
◀ [Transform objects](#) (User Guide)

Visualize a design



Use **Customize Design / Context > Background and Display Colors** to change design background and display colors.

Go to the **Customize Design** toolbox and use the **Background and Display Colors** tool to visualize the design on a garment or article.



Related topics

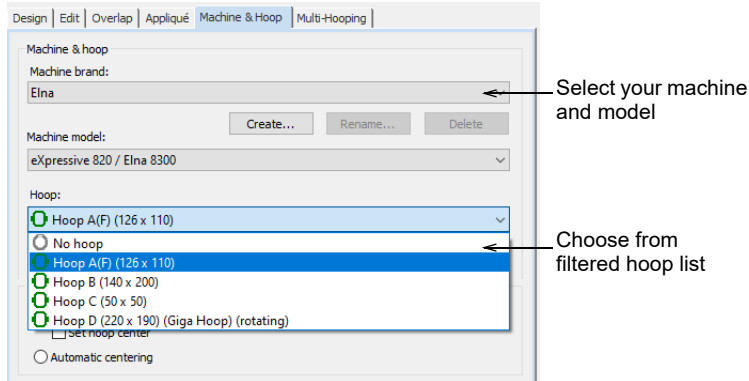
◀ [Add backgrounds](#) (User Guide)

Hoop a design



Click View > Show Hoop to show or hide hoop. Right-click for settings.

Choose a hoop via the **View** toolbar or **Context** toolbar. Alternatively, right-click the **Show Hoop** icon to access the **Embroidery Settings** dialog. If possible, choose a hoop which covers the entire stitching area.



Related topics

◀ [Hoop selection](#) (User Guide)

Add lettering

Once you are used to sewing out designs and resizing, changing colors and fabric types, you will certainly want to create your own lettering designs. While it takes practice to obtain a good quality stitchout, it is as simple as typing letters on-screen to create an attractive lettering design.



Open a design



Use Manage Designs > Open Selected to open the design(s) selected in the Design Explorer.



Use Manage Designs > New From Selected to create new design(s) based on the selected design(s) and/or bitmap(s) from a chosen template.

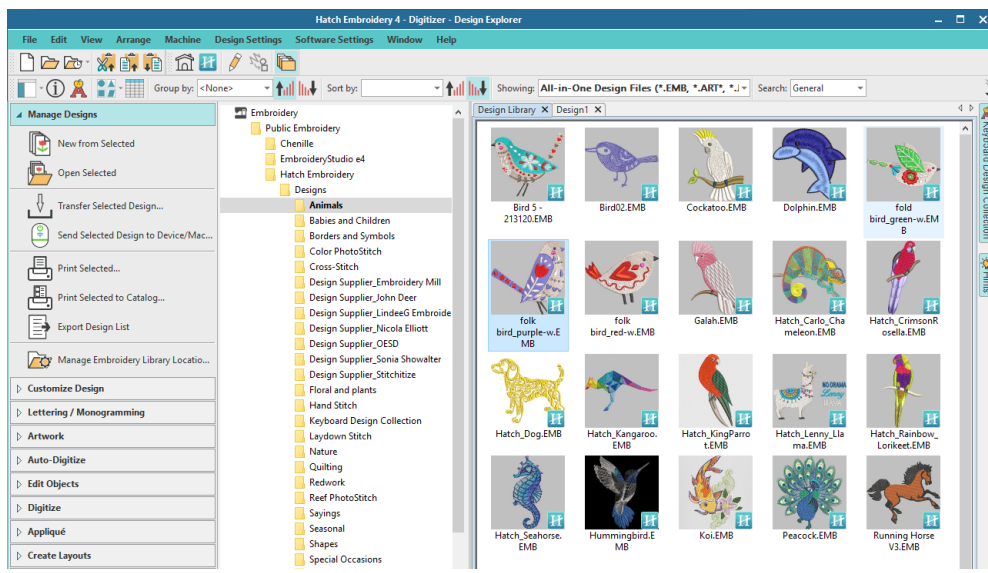


Use Standard > Open Design to open an existing embroidery design.



Use Standard > New From Design to create a new design based on an existing design.

Open a design. Typically you'll want to add lettering to an existing design. Go to the **Design Explorer** via the tab or the **Manage Designs** toolbox. Choose from one of the many samples.



Related topics

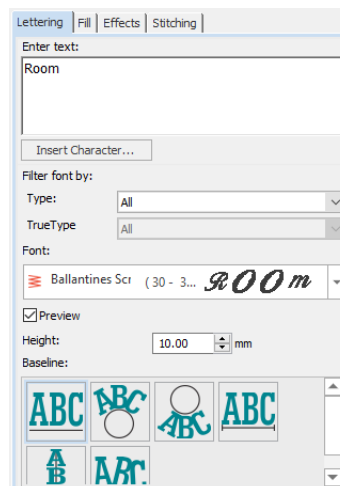
◀ [Manage Designs \(User Guide\)](#)

Add lettering to a design



Use Lettering / Monogramming > Lettering to create embroidery lettering using embroidery alphabets or TrueType fonts, or edit selected lettering.

Add embroidery lettering to designs quickly and easily, either on-screen using current settings or via 'object properties'.



Tip: For best results when stitching, do not exceed the recommended maximum or minimum sizes. Recommended maximum and minimum heights refer to UPPER CASE letters. Some lower case letters – e.g. a and c – are about 70% the height of a capital letter. Thus you may need to make these characters larger than the recommended minimum.

Related topics

◀ [Create lettering](#) (User Guide)

Adjust baselines and other settings

It's then a simple matter to adjust baselines, formatting, spacing settings, and colors.



Adjust lettering
baseline for
curved lettering

Try stitching out your lettering design. Study the stitch quality. Be aware that different fonts sew out better at different sizes.

Related topics

◀ [Lettering layouts](#) (User Guide)

Advanced lettering

Once you have tried your hand at creating lettering designs and sewing them out, you will want to do more adventurous things, such as monograms, fancy lettering, flair scripts, raised lettering with trapunto, as well as special 'elastic lettering' effects. The creative possibilities are endless. Your appetite to try new things will be stimulated as you gain experience and confidence. Part of that involves becoming adept at using your sewing machine as well as sampling and checking design quality.



Tip: Remember to study the sample designs included with your Hatch Embroidery installation.

Monogramming



Use Lettering / Monogramming > Monogramming to create personalized monograms using a selection of predefined styles, border shapes and ornaments.

Hatch Embroidery makes the creation of monogramming designs simple with the **Monogramming** tool. Optionally include lettering, ornaments, and/or up to four concentric borders in your monograms.



Related topics

◀ [Monogramming](#) (User Guide)

Monogram fonts

A Use Lettering / Monogramming > Lettering to create embroidery lettering using embroidery alphabets, Keyboard Design Collections or TrueType fonts, or edit selected lettering.

In addition to the dedicated **Monogramming** feature, Hatch Embroidery allows you to create monogramming designs using special monogram **fonts**. These fonts may have two or three sets of each letter – left side, middle (optional), and right side. They are found and used with the **Lettering** tool rather than the **Monogramming** tool.



Related topics

- ◀ [Special lettering](#) (User Guide)
- ◀ [Monogram fonts](#) (User Guide)

Flair script

A Use Lettering / Monogramming > Lettering to create embroidery lettering using embroidery alphabets or TrueType fonts, or edit selected lettering.

Flair script is a special font which allows you to add decorative flairs to the end of text objects, mimicking flamboyant handwriting flourishes.



Related topics

- ◀ [Special lettering](#) (User Guide)
- ◀ [Flair script](#) (User Guide)

Lettering stitch effects



Use Context > Feather Edge to create rough edges and shading effects, or imitate fluffy textures.

By default, lettering objects are filled with satin stitching. You can apply other fill stitch types, such as tatami or embossed fills, as with any [embroidery object](#).



Related topics

- ◀ [Stitch Types & Effects](#) (User Guide)

Lettering art



Use Lettering / Monogramming > Lettering to create embroidery lettering using embroidery alphabets or TrueType fonts, or edit selected lettering.

Apply 'lettering art' effects to embroidery lettering to make it bulge or arch, stretch or compress.



Related topics

- ◀ [Lettering layouts](#) (User Guide)

Customize a design

Customizing designs is perhaps the most common scenario in embroidery. You will sometimes want to create a new design, usually from artwork, but more often you will want to take an existing design and 're-purpose' it. We've already seen how to make global changes such as sizing, changing colors and fabrics. It won't be long before you want to try more 'invasive' changes such as reshaping, removing, combining, duplicating, resequencing, changing stitch types and effects, etc. Here is a sampling of the things you may want to try.



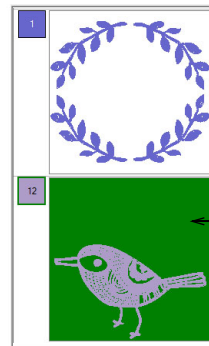
Tip: Remember to study the sample designs included with your Hatch Embroidery installation.

Combine designs



Use **Customize Design / Standard / Create Layouts > Insert Design** to insert an existing embroidery design into the current design. This tool is also available via **File** menu.

One technique you will undoubtedly use is combining design elements. This will in turn teach you a lot about other editing operations such as resizing, positioning, rotating, sequencing objects, as well as removing underlying stitching.



New design
inserted at end of
stitching sequence

Related topics

◀ [Insert designs](#) (User Guide)

Transform a design



Use **Context > Mirror X** to flip selection horizontally.



Use Context > Mirror Y to flip selection vertically.

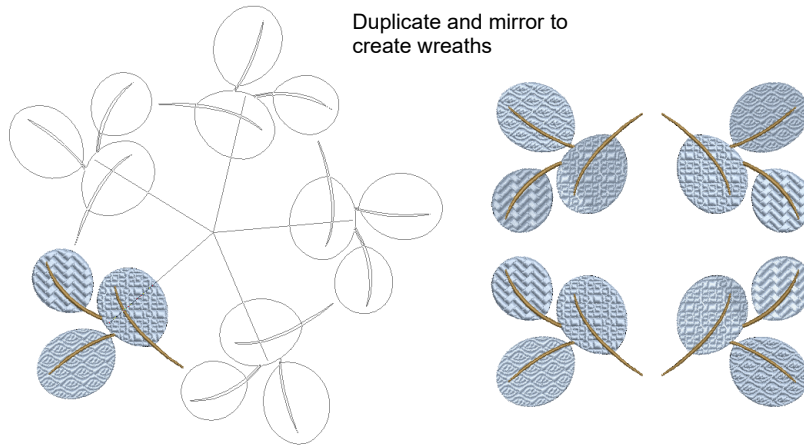


Use Create Layouts > Mirror-Copy Horizontal to mirror and copy selected objects horizontally.



Use Create Layouts > Mirror-Copy Vertical to mirror and copy selected objects vertically.

Depending on the type of design work you are doing, you can make use of your software tools for duplicating, rotating, and mirroring designs to create wreaths, kaleidoscopes, and other effects.



Related topics

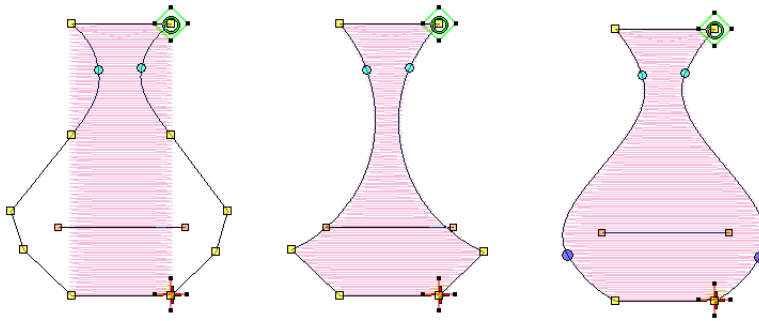
◀ [Transform objects](#) (User Guide)

Reshape objects in a design



Use Edit Objects / Select > Reshape to reshape an object outline, stitch angles or enveloping.

Reshaping operations may be called on for anything from minor modifications to object shapes to reshaping letters for special effects. In most cases, if it is selectable, it can be reshaped.



Related topics

◀ [Reshape objects](#) (User Guide)

Add stitch effects

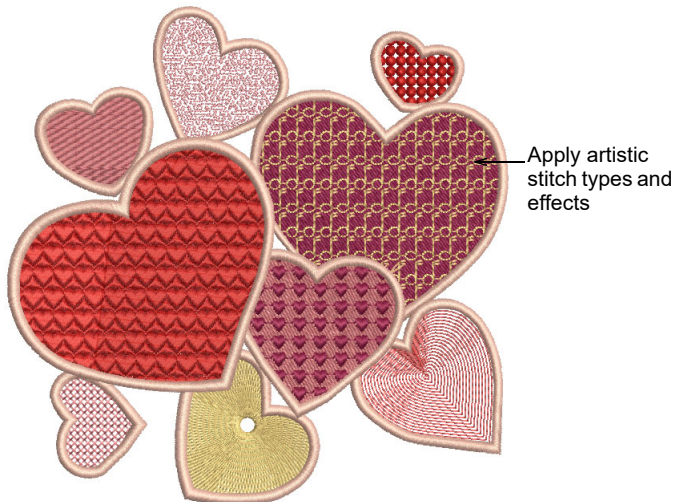


Use Object Properties > Fill > Embossed to create decorative patterns of needle penetrations while keeping the appearance of solid stitching. Choose from a pattern library.



Use Object Properties > Fill > Motif to create decorative open fill stitching. Choose from a motif library.

It won't take long before you get bored with simple fills and outlines and want to try out some of the many artistic stitch types and effects your software provides.



Related topics

- ◀ [Stitch Types & Effects](#) (User Guide)

Auto-digitizing

If you have graduated this far in exploring your machine and embroidery software, you are doing well. You can already achieve a great deal without having to actually do your own [digitizing](#). However, if you have got this far, that is probably exactly what you want to do!

One of the quickest ways to get started is to use the automated techniques that the software provides. While there are limitations to what can be done this way, auto-digitizing nevertheless allows you to prototype design ideas relatively simply and may be sufficient for your purposes. At least for now!

Using artwork



Use Artwork > Prepare Artwork for Embroidery to prepare selected bitmap artwork for automatic digitizing.

To create good quality embroidery, you need to choose suitable artwork. Possible sources include:

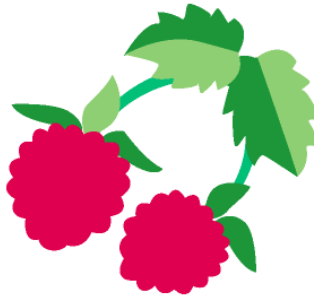
- ◀ samples in the Picture folder
- ◀ books of embroidery patterns and children's story books
- ◀ printed table cloths or tea towels
- ◀ business cards, post cards and wrapping paper
- ◀ clipart libraries of your word processing or graphics program
- ◀ Internet or CD clipart libraries
- ◀ original artwork – e.g. children's drawings.

Artwork that is not in digital format needs to be scanned correctly to produce good quality images. For both manual and automatic digitizing purposes, 'clean' artwork with a limited number of solid colors and well-defined outlines works best.

The Artwork toolbar contains tools for inserting, scanning, and preparing artwork for automatic digitizing.



Clean picture with well-defined outlines



Clean picture with well-defined color blocks



Complex picture, needs editing to create clean color blocks



Tip: Unless you are an experienced digitizer, don't use artwork which is too complicated.

Related topics

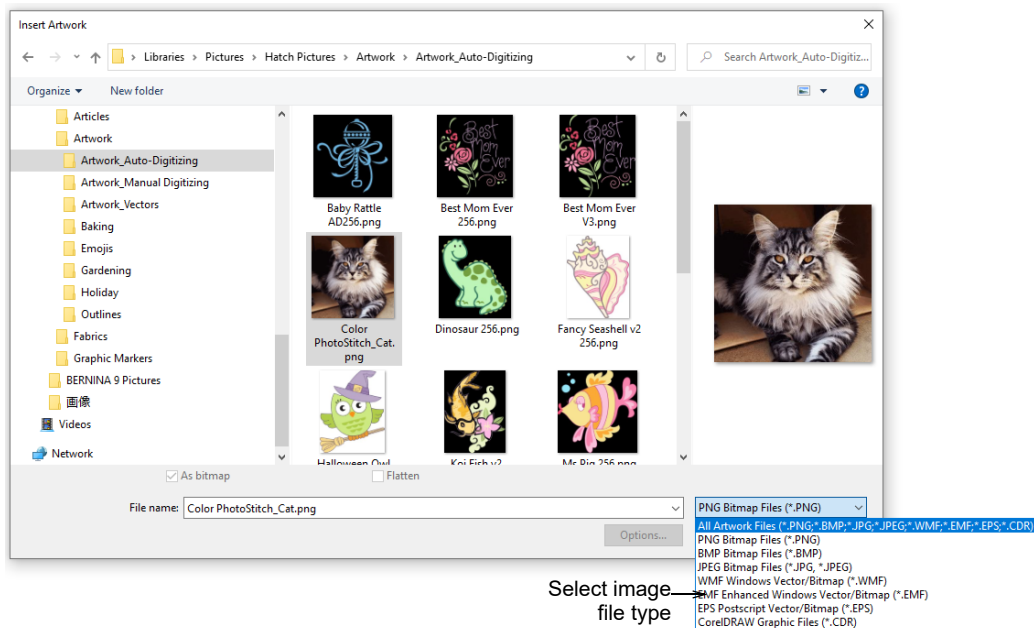
◀ [Electronic Artwork](#) (User Guide)

Insert artwork



Use Standard > Insert Artwork to import vector or bitmap artwork into current design as a backdrop for manual or automatic digitizing. This tool is also available via File menu.

You can load **bitmap** images of various formats for use as digitizing **backdrops**. Go to the **Artwork** toolbox and select **Insert Artwork**. The same command is available from the **Auto-Digitize** toolbox and **Standard** toolbar.



Related topics

◀ [Electronic Artwork](#) (User Guide)

Click-to-fill artwork



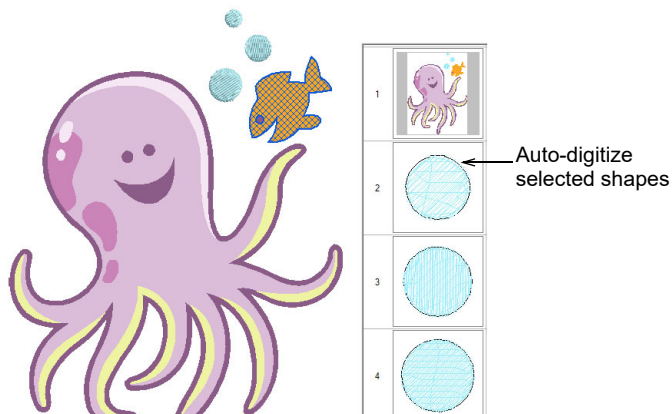
Use Auto-Digitize > Click-to-Fill to digitize large artwork shapes with tatami fill, preserving any holes within.



Use Auto-Digitize > Click-to-Outline to digitize boundaries of shapes with run stitching using current properties.

Bitmap artwork consists of colored dots or pixels. When you zoom in on a small area, outlines become jagged and 'pixelated'. The **Click-to-Fill** tools in the

Auto-Digitize toolbox provide everything necessary to digitize bitmap shapes automatically.



Related topics

◀ [Click-to-digitize artwork](#) (User Guide)

Auto-digitize artwork

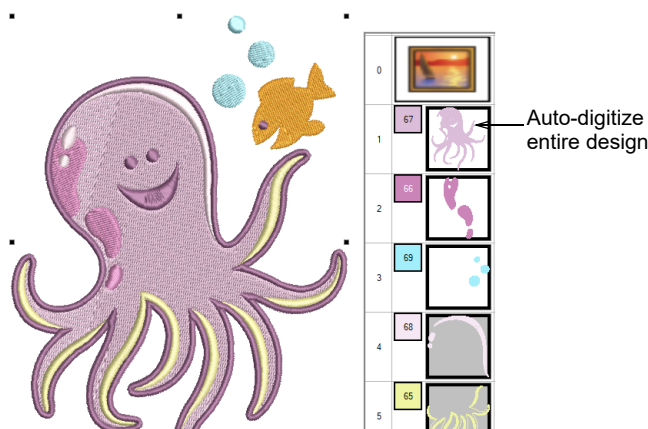


Use Auto-Digitize > Auto-Digitize Instant Embroidery to automatically digitize whole embroidery design directly from the imported bitmap artwork.



Use Auto-Digitize > Auto-Digitize Embroidery to automatically digitize prepared bitmap artwork, optionally with user's choices.

An extension of this technology, **Auto-Digitize** makes decisions about the most suitable stitch types to use and can digitize whole designs.



Related topics

◀ [Auto-digitize artwork](#) (User Guide)

Next steps

If you have reached this point, you have already mastered 90% of the techniques that most embroiderers need. However, coming to grips with manual [digitizing](#) is the next step in becoming an embroidery master. You can start with quite simple projects and work your way up to more complicated designs with more complicated stitch effects. See also [Digitize Objects](#) (User Guide).



Special embroidery features

Once you have mastered manual digitizing, you are in a position to take advantage of the full range of stitch types and effects that the software offers. Many of them you will be familiar with, having already adapted existing designs for different purposes. Some of the many techniques supported by the software include:

- ◀ [Freehand](#) (User Guide)
- ◀ [Embossed fills](#) (User Guide)
- ◀ [Curved fill effects](#) (User Guide)
- ◀ [Buttonholes](#) (User Guide)

Refer also to the User Guide, Hatch Academy or the many online resources.

Happy embroidery!

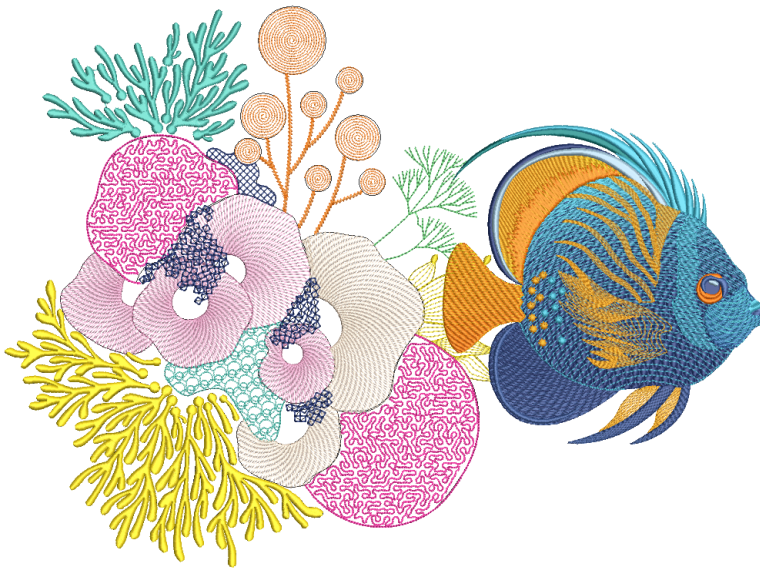
Do good work with your machine and software. With this equipment you have everything you need to create top quality, fully professional embroidery.

Remember to make good use of the packaged designs and clipart. When in doubt, go back to first principles. And when you find you want to expand and extend your repertoire, study the sample designs carefully to see how it's done.

All the best. And have fun!

SOFTWARE SETUP

This section describes how to install your embroidery software and all required components. It also deals with product integration with CorelDRAW®. There is also summary information about device connections as well as how to access product help & support.



Before you start

There are various scenarios you may encounter when installing or upgrading Hatch Embroidery software:

- ◀ Download a trial
- ◀ Purchase after a trial
- ◀ Purchase without a trial
- ◀ Upgrade an existing installation
- ◀ Purchase with a product key

All of these scenarios require you to sign in, if you already have a Hatch Embroidery account, or register a new account. Simply go to the Hatch Embroidery website at hatchembroidery.com and click the **Sign In** button at the top of the screen. Any of the other buttons on the home page – Buy Digitizer, Download Free Trial, Update/Upgrade to Hatch 4, etc – will eventually lead to the same sign-in screen.

If you have an existing installation, take note of the following...

Custom assets

Hatch Embroidery allows you to create files or 'assets' of various kinds during normal use. The most important of these are of course actual embroidery designs. There are other assets you may create such as design templates, custom motifs and borders, and keyboard design collections. These assets are preserved from installation to installation, whether installing a new version of Hatch Embroidery or an update patch. If you want to move your Hatch Embroidery to another PC, you will need to manually transfer any custom assets you have created or received from third parties. See [Personal data](#), pg 103 for details.



Caution: When installing new or updated assets, such as design templates, custom motifs and borders, or keyboard design collections, the installation procedure will not overwrite existing assets of the same name. If you do want to install new assets, remove or back up the old ones before updating your current installation.

Periodic updates

Periodically you will receive automatic updates to your software installation. These will include improvements and fixes to known problems. To update your embroidery software...

- ◀ Connect your computer to the internet.
- ◀ Start your Hatch Embroidery software. It will automatically check for software updates.
- ◀ If it is not up-to-date, you will be prompted to start the update.
- ◀ The required file will be downloaded from a secure server.
- ◀ Once download has completed, follow the prompts.
- ◀ Once completed you will need to restart your PC for all changes to take effect.



Note: Automatic updates overwrite your 'normal' template. If you have made changes, you will need to save them to a custom template – e.g. 'My Template'.

License management

Each licensed copy of the software is for a single user. You may install Hatch Embroidery on multiple computers but only one active session can be used at one time. Some frequently asked questions...

| Question | Answer |
|---|---|
| How do I release my Hatch Embroidery license for use on another computer? | See this article . |
| If I uninstall the software, is the license automatically released? | In short ... No! See this article . |

| Question | Answer |
|--|---|
| How do I use Hatch Embroidery while not connected to the Internet? | In the Sign-in dialog, tick 'Keep me signed in'. You will not need to re-connect to the Internet for 30 days. |
| How will I know when my license is about to expire? | While working offline, you will start receiving warning messages two weeks prior to license expiry. |

System requirements

In order to run your software, you need to ensure that the following prerequisite system requirements are met.

| Component | Minimum | Recommended |
|----------------------|--|--|
| Processor (CPU) | Intel® Core i5 (11th Gen) or AMD Ryzen 5 5000 Series | Intel® Core Ultra 7 / Core Ultra 9 or AMD Ryzen 7 / 9 9000 Series |
| Graphics card (GPU) | Integrated graphics (2 GB VRAM minimum) | Dedicated GPU with 4 GB or more – e.g. NVIDIA RTX 4060 / AMD Radeon RX 7700 XT |
| Operating system | Windows 11 64-bit (latest updates) | |
| Browser | Microsoft Edge, Chrome, or equivalent | Latest Edge, Chrome, or Firefox |
| Memory (RAM) | 16 GB | 32 GB or more (DDR5 recommended) |
| Storage (drive size) | 256 GB SSD | 1 TB NVMe SSD or larger |
| Free disk space | 40 GB | 100 GB or more |
| Monitor | 1920 × 1080 (Full HD) | Dual 1920 × 1080 or higher (4K optional) |
| Mouse | USB or Bluetooth mouse | |
| USB port | Required for EmbroideryConnect device | |
| Sound card | Required for online video help | |
| Internet connection | <ul style="list-style-type: none"> • Product activation and registration • Machine file export • Periodic updates • Access to tutorials, documentation, and community • Required during installation for Windows features | |

Registration & installation

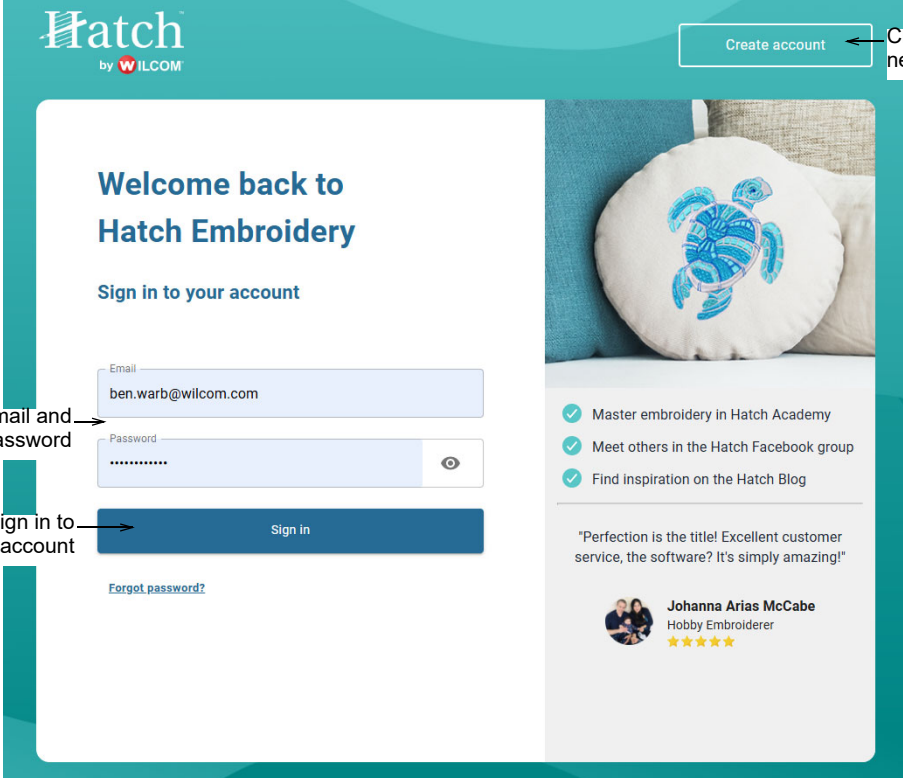
Whether you are downloading a trial, purchasing Hatch Embroidery from the website, or purchasing the software with a product key, you will need to sign in or register a new account. Registration simply requires a username, an email address, and a password of your choosing. Registration is linked to your email account.

Sign in or register an account

If you download or purchase directly from the Hatch Embroidery website, you will not need a product key. It will automatically be assigned to the email used to create your Hatch Embroidery account.

To sign in or register an account...

- 1 Go to the Hatch Embroidery website at hatchembroidery.com and click the **Sign In** button at the top of the screen or one of the other buttons on the home page. You will encounter the below sign-in screen...



The screenshot shows the Hatch Embroidery sign-in page. The page has a teal header with the Hatch logo and a 'Create account' button. The main content area is white and features the text 'Welcome back to Hatch Embroidery' and 'Sign in to your account'. There are two input fields: 'Email' with the value 'ben.warb@wilcom.com' and 'Password' with masked characters. A 'Sign in' button is below the fields. A 'Forgot password?' link is at the bottom left. On the right, there is a section with a photo of a blue and white embroidered pillow, a list of benefits (Master embroidery in Hatch Academy, Meet others in the Hatch Facebook group, Find inspiration on the Hatch Blog), a testimonial from Johanna Arias McCabe (Hobby Embroiderer, 5 stars), and a quote: 'Perfection is the title! Excellent customer service, the software? It's simply amazing!'.

Annotations on the screenshot:

- An arrow points to the 'Create account' button with the text: "Click to register new account".
- An arrow points to the 'Email' and 'Password' input fields with the text: "Enter email and password".
- An arrow points to the 'Sign in' button with the text: "Click to sign in to existing account".



Note: If you are already registered, simply enter your email and password. Your Hatch Embroidery account is registered to your email address.

2 Click the **Register new account** button to access the below registration form.

Register now to get started
Your pathway to embroidery digitizing fun!

First Name: [] Last Name: []

Email: **ben.warb@wilcom.com** (Registration linked to email account)

Password: [] Confirm Password: []

Country: Australia (v) How did you find us? (v)

I agree to the terms and conditions below* (Read and tick terms and conditions)

*Terms & Conditions: By registering, I agree that Wilcom and their official partners may send me important information regarding products, services and exclusive offers. I can opt out at any time. Learn more: [Privacy Policy](#)

Register (Click to register)

Full working 30-Day FREE Trial
Over 200 FREE online Academy lessons from our experts
Access to over 400 FREE designs

"User friendly, easy to understand, loads of tuition videos, excellent support..."

Ann Williams
Hobby Embroiderer
★★★★★

3 Enter a few personal details together with a password you can easily memorize. Keep a written copy in case you forget.

- 4 Click **Register**. You will receive a confirmation code via email.



Hi Petar, your registration is almost complete!

Insert the following confirmation code to securely create your account.

Once the account is active, it will prompt you to sign in and continue.

339623

← Copy the confirmation code to the clipboard

Did you already close your browser?

Go to <https://profile.hatchembroidery.com/>

Insert the same email address and password you used to register.

It will then prompt you to insert the confirmation code shown in this email.

Once the account is active, it will prompt you to sign in and continue.

If you experience any issues, please visit [Hatch Embroidery Help](#)

- 5 Copy and paste the confirmation code and click the **Submit** button.

A screenshot of the Hatch registration confirmation page. At the top is the Hatch by WILCOM logo. Below it, the text reads "An email was sent to you with your confirmation code." There is a text input field labeled "Confirmation Code" with a teal border. To the right of the field, an arrow points to it with the text "Enter the confirmation code to complete registration". Below the input field is a teal "Submit code" button. Underneath the button, it says "If it hasn't arrived within 2 minutes, click 'Resend code' Remember to also check your spam inbox." Below that is a "Resend code" link. At the bottom is a "Have an existing account?" link.

Install the software

If you are installing on an operating system (OS) that is in a supported language, the installation process will run in that language.

To install the software...

- 1 Ensure your computer meets the system requirements.
- 2 Close all MS Windows® applications.



Note: When you install the software, you will be prompted to reboot your PC to complete the installation. Make sure you save any files and close all applications beforehand.

- 3 Run the installation.
- 4 Follow the onscreen instructions. You will be prompted to choose:
 - ◀ where the software will be installed on your PC (default location recommended)
 - ◀ which components to install – i.e. additional languages. English is the default.
 - ◀ which installed version you wish to merge user-defined settings with.
- 5 Reboot the PC when prompted.



Note: If you encounter problems with the installation, please contact [Hatch Support](#).

Run the software



Double-click on the Windows Desktop to start Hatch Embroidery.

Once you have rebooted your PC following installation, you can run the software.

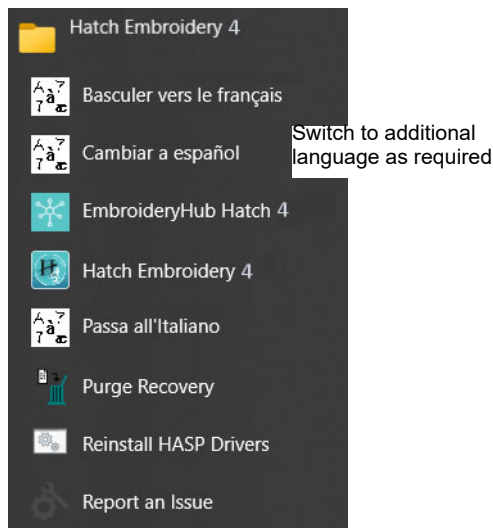
To run the software...

- 1 Double-click the icon on the desktop to start the software for the first time.
- 2 When prompted, enter your Hatch Embroidery email and password in the fields provided.
- 3 Click **OK** and the software will connect to our activation server and the software will open.

Run Hatch Embroidery in other languages

If you want to install and run a specific language on an English OS, you will need to select it from the available languages during installation. The software will then

need to be 'switched' to the additional installed language from the **Hatch Embroidery** program group before it can be run in that language.



Run Hatch Embroidery on MAC computer

Hatch Embroidery has been developed for Windows operating system. However, many customers successfully run Hatch Embroidery on their MAC computers by using 'Parallels' and 'Windows for MAC'. Parallels is designed to be installed on MAC computers to run Windows programs. For more information, see [Parallels website](#). If you have a MAC, see this [FAQ](#).

Activate software with product key

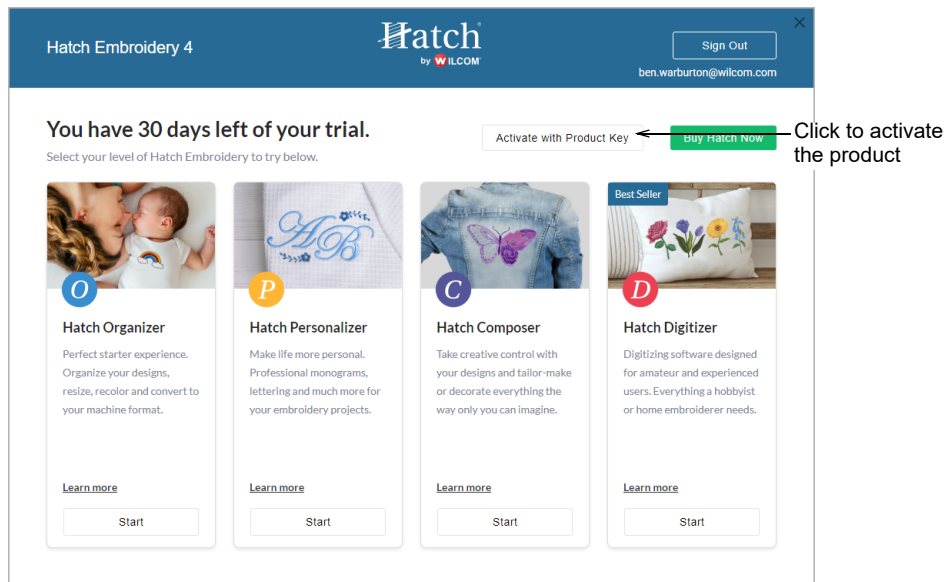
If you download or purchase directly from the Hatch Embroidery website, you will not need a product key. It will be automatically assigned to the email used to create your Hatch Embroidery account. You will only receive a product key if you have purchased the software directly from a reseller at a show, retail shop, or receive it with your machine. You may have received a 5-part product key in the form...

d566695e-zzxx-4417-a5e7-8326056cd267

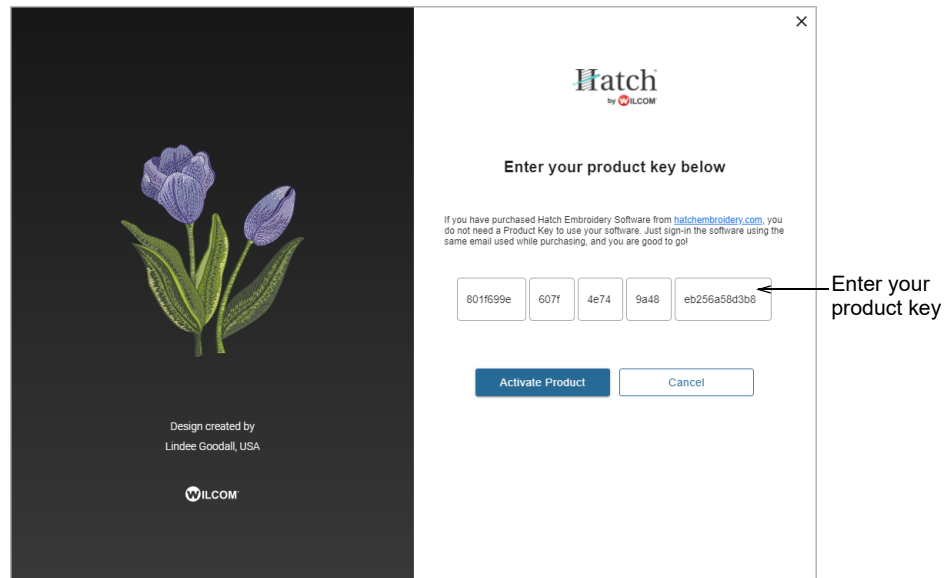
The product key can be activated after your Hatch Embroidery software is already installed. Once you have input your product key, you never need to use it again. It has a one-time use. Once activated, it is assigned to your email.

To activate the software with a product key...

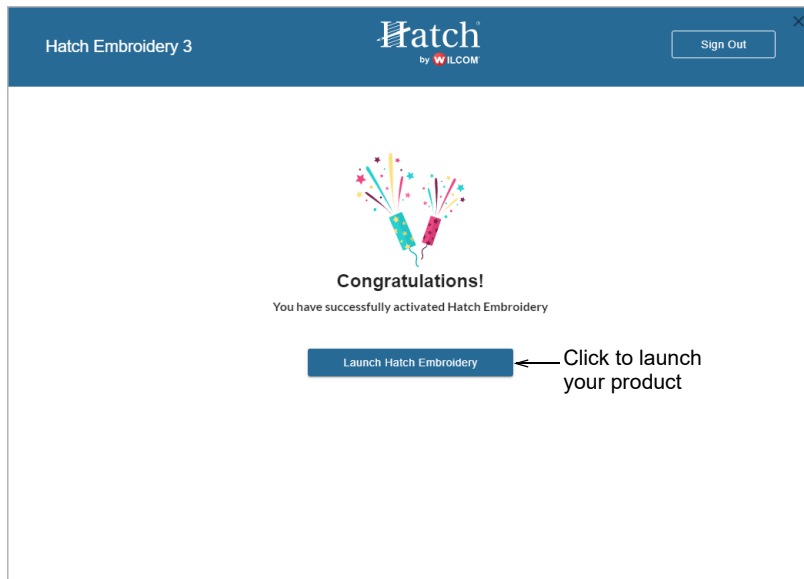
- 1 Launch Hatch Embroidery. If your Hatch Embroidery software has not yet been activated, the trial period screen will appear.



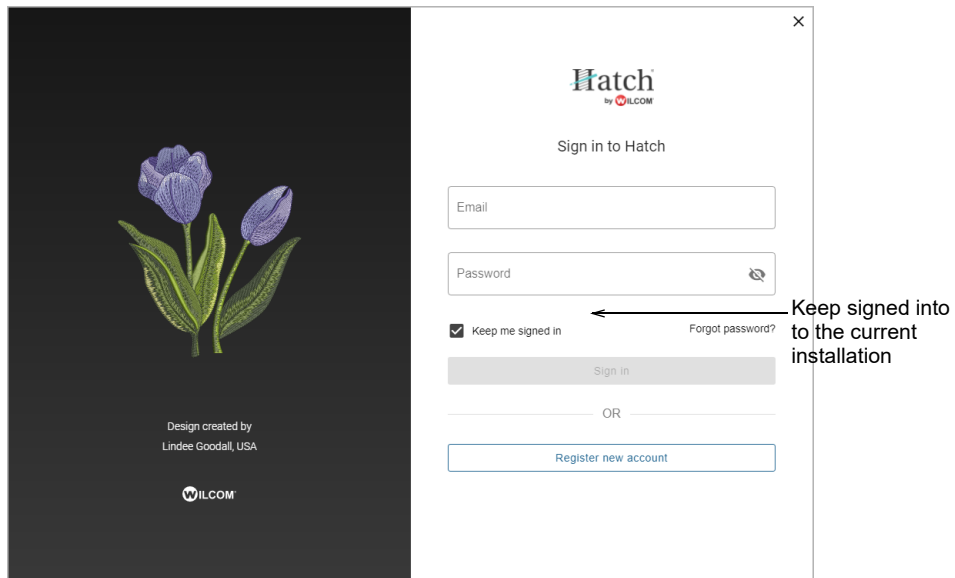
- 2 If you have not yet activated your Hatch Embroidery installation and you have a product key, click **Activate with Product Key**.



- 3 Enter or paste your 5-part Hatch Embroidery product key and click the **Activate Product** button. Once activated, the below confirmation message will appear.



The next time you launch Hatch Embroidery, simply sign into your account and the software will start. To avoid signing in each time, ensure the 'Keep me signed in' option is ticked.



Integration with CoreIDRAW®

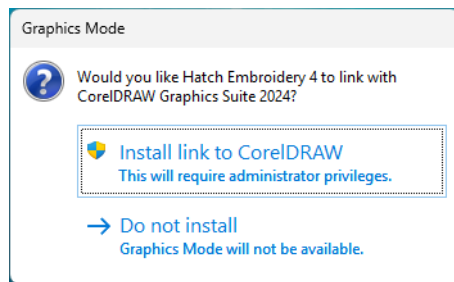
Integration with CoreIDRAW® Graphics Suite can be activated according to product level. It is available to customers who have purchased CoreIDRAW Standard 2026 GEM or already have a compatible version of CoreIDRAW® Graphics Suite installed.



CoreIDRAW®
GRAPHICS SUITE

Usage tips

- ◀ Integration is currently only available with certain models of CoreIDRAW® Graphics Suite. For more information, see [FAQs](#) on the Hatch Embroidery website.
- ◀ Currently, CoreIDRAW® Graphics Suite can be linked to Hatch Digitizer and Hatch Composer only.
- ◀ Hatch Embroidery only supports the MS Windows® version of CoreIDRAW®.
- ◀ You will be prompted to link upon launching Hatch Embroidery.



- ◀ Some CoreIDRAW® functions may not be available in **Graphics Mode**.
- ◀ To purchase CoreIDRAW Standard 2026, visit the [products page](#) of the Hatch Embroidery 4 website.

Device connections

You will need to connect peripheral devices for use with Hatch Embroidery. These may include digitizing tablets, printers, scanners and embroidery machines. Different devices are set up in different ways – some in MS Windows®, via the **Control Panel**, others within Hatch Embroidery itself.



Tip: The number of available ports limits the number of devices you can connect. If additional ports are required, you can add them. Multi-port serial cards can also be used. See a PC technician about your requirements.

Machine connection

Hatch Embroidery supports various sets of machine model. Most machine models can read USB memory sticks. These are convenient portable memory devices which can hold large amounts of data.



Tip: Some customers want to connect their embroidery software directly to machine. If your embroidery machine can be seen as an external drive in **File Explorer**, you may be able to send designs directly. For instance, some single needle Brother machines have a mode which enables them to be set up like this.

Related topics

- ◀ [Machine & hoop setup](#), pg 59
- ◀ [Hoop selection](#) (User Guide)
- ◀ [Output designs for production](#) (User Guide)

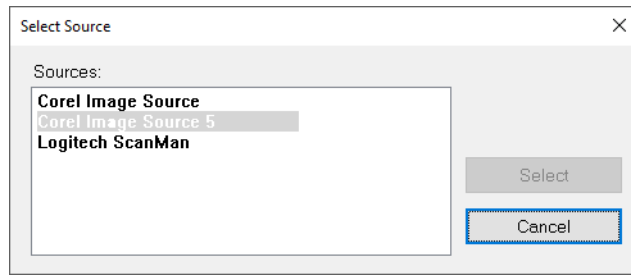
Scanner setup

Your embroidery software supports TWAIN-compatible scanners. Peripheral devices can be connected to your computer via serial ports, parallel ports, a specialized network card or an Ethernet network.

To set up the scanner...

- 1 Connect the scanner using the accompanying instructions.
- 2 Set it up in MS Windows® using the accompanying instructions and/or the MS Windows® documentation.
- 3 Start Hatch Embroidery.

- 4 Select **Software Settings > Scanner Setup**. The **Select Source** dialog opens displaying a list of scanner drivers loaded on your computer.



- 5 Select the scanning driver to use, then click **Select**.



Note: If you have trouble with scanning after re-starting the software, there may be a conflict with previously installed scanner drivers. Re-install the software and test the scanner. If the selected scanner driver does not work, select another scanner driver from the list. There are usually two installed for each scanner.

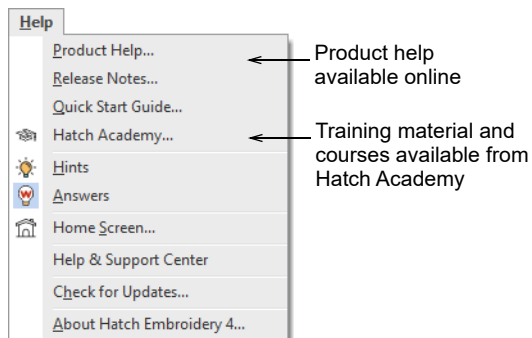
Product help & support

Hatch Embroidery provides many ways to access information about the software and how to use it. You will need a correctly configured web browser together with web access.

Product help

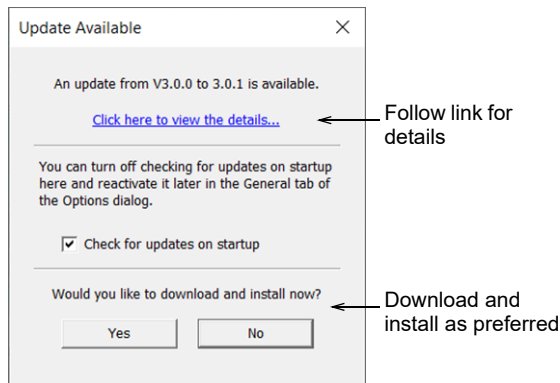
Refer to the **Help** menu for the following sources of information...

- ◀ 'Release Notes' and a 'Quick Start Guide' can be viewed and downloaded via the **Help** menu.



- ◀ Follow the link to [Product Help](#) to download a PDF of the entire Hatch Embroidery User Guide.
- ◀ A printed copy can also be ordered via [Product Help](#).

- ◀ The **Hints** docker provides a valuable learning resource from within the software. It can be activated via the **Help** menu. Each hint includes a brief feature summary together with a link to a short video.
- ◀ Note that 'just-in-time' help for each tool can also be accessed via **F1** keypress. Simply point to the tool and press **F1**.
- ◀ The **Help** menu also provides access to the [Hatch Academy](#). This resource provides free and paid online courses from Hatch and embroidery experts. Resources include embroidery basics, Hatch software training and projects.
- ◀ Run the **Check for updates** command to check for periodic software updates.



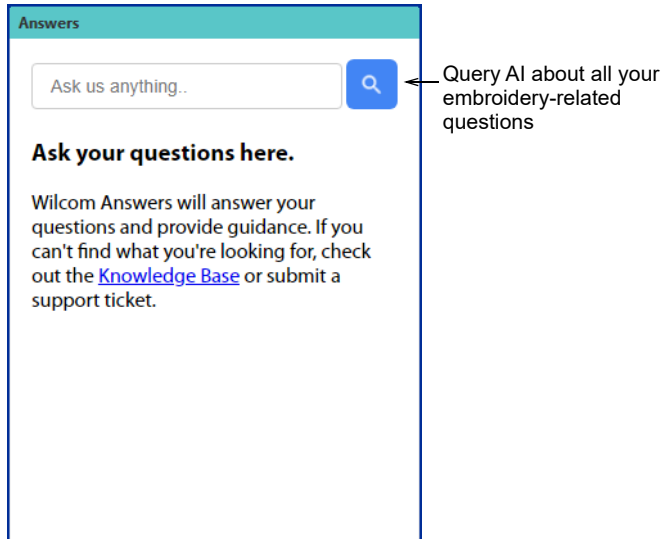
Answers



Use **Dockers > Answers**, your intelligent embroidery companion, to query the **Answers** docker for all embroidery-related questions.

Answers is your built-in embroidery companion. You'll find it under **Docker > Answers**, ready to help with any embroidery question you ask. Use it to explore new

techniques, troubleshoot issues, or get best-practice advice whenever you need it.



This tool combines advanced AI with Wilcom's decades of embroidery expertise. Type a clear question in natural language and **Answers** will search across trusted Wilcom content to provide an accurate, easy-to-understand response, complete with links back to the original sources. It's expert guidance without leaving Hatch Embroidery.

Product support

You can access technical support and account and billing information easily from online [Help & Support](#). Below are some common troubleshooting issues. Click the links or use as keywords to search for information on the [Help & Support](#) page.

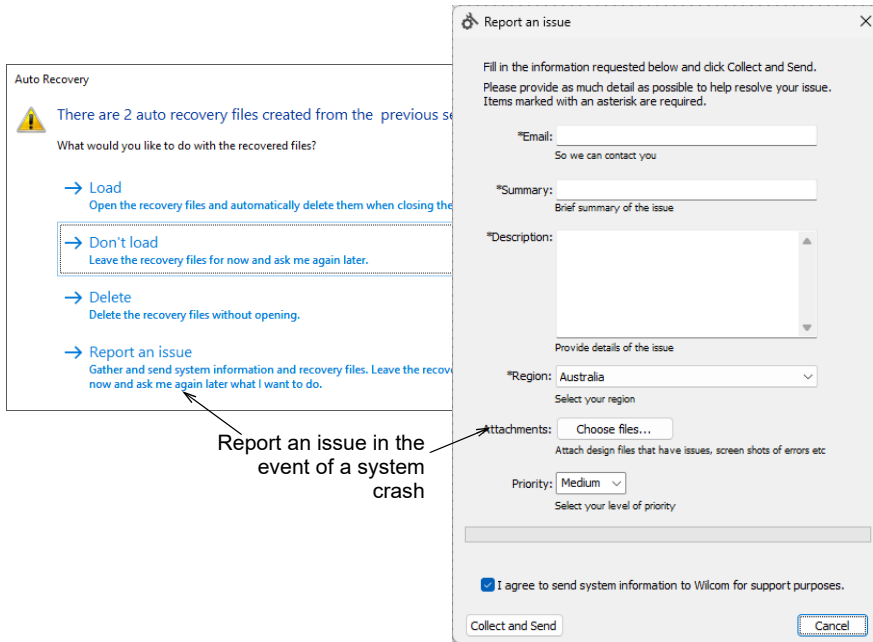
- ◀ [System requirements](#)
- ◀ [Preliminary checks](#)
- ◀ [Missing toolboxes, toolbars, or empty dockers](#)
- ◀ [Missing control points](#)
- ◀ [Exception access violation at startup](#)
- ◀ [Hardware or software failure](#)
- ◀ [Security problems](#)
- ◀ [HASP LM not running during installation](#)
- ◀ [Purge corrupted, recovery, and backup files](#)
- ◀ [Revert to factory settings](#)
- ◀ [Display embroidery libraries in Windows 10](#)
- ◀ [How to change your email address](#)



Tip: If you can't find the information you need, you can also raise a support ticket from [Help & Support](#). Or report an issue as outlined below.

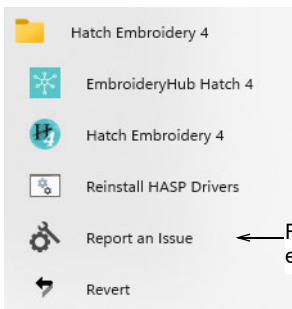
Issue reporting

Hatch Embroidery includes a feedback reporter, when connected to the internet, to provide direct contact with [Hatch Support](#) following a system crash...



Report an issue in the event of a system crash

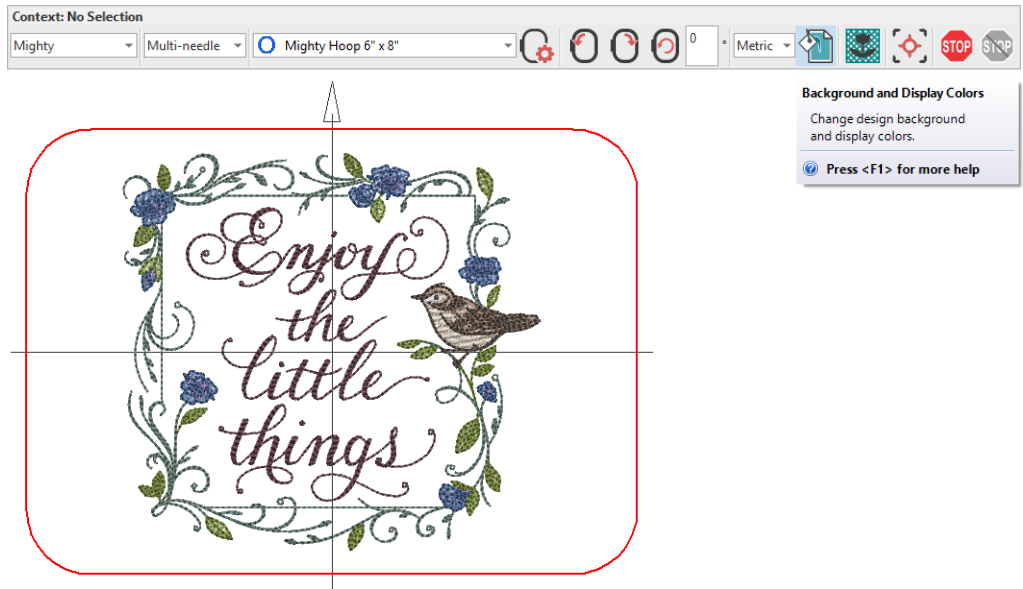
Use the issue reporter to request assistance on specific issues. The reporter can also be run independently from the Hatch Embroidery program group.



Report an issue in the event of a system crash

SOFTWARE SETTINGS

Hatch Embroidery provides a wide range of settings to help you configure the software to suit your equipment, workflow, and personal preferences. These settings control how designs are created, displayed, processed, and prepared for stitching, as well as how the workspace behaves during everyday use.



Across the following sections, you can set up your embroidery machine and hoops, customize the application interface, and fine-tune how you interact with the workspace. You can also control alignment tools such as grids and guides, define how designs are handled and processed, and adjust stitch-related behaviors to ensure accurate, high-quality results.

Machine & hoop setup

This section covers the settings used to configure your embroidery machine and prepare designs for accurate stitchout. These options ensure that your designs are matched to the correct machine type, hoop sizes, and stitching requirements.

You can select your machine brand and model, define custom brands and hoop lists, and configure available hoops to reflect your actual equipment.

Multi-hooping settings allow you to manage large designs across multiple hoopings, including registration marks and color optimization. You can also control

how designs begin and end stitching by setting start and end points to suit your machine and workflow.



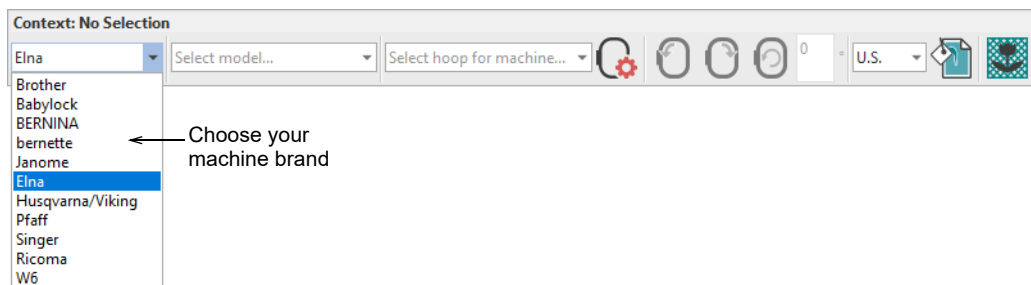
Note: Some customers want to connect Hatch Embroidery directly to machine. If your embroidery machine can be seen as an external drive in MS Windows® **File Explorer**, you may be able to send designs directly. For instance, some single needle Brother machines have a mode which enables them to be set up like this. See [Output designs for production](#) (User Guide). See also [FAQs](#) on the Hatch Embroidery website.

Select machine model

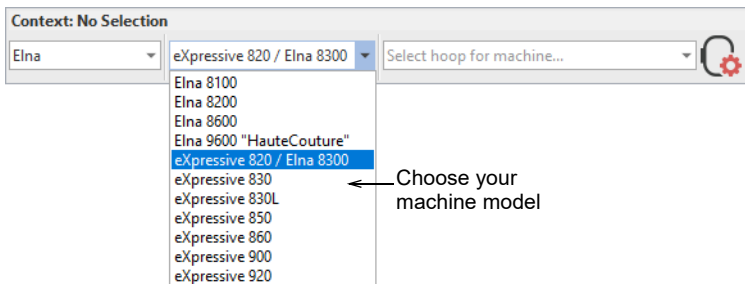


Click **Customize Design / Context > Machine & Hoop Options** to change machines, set up hoop lists, and define custom brands and hoops.

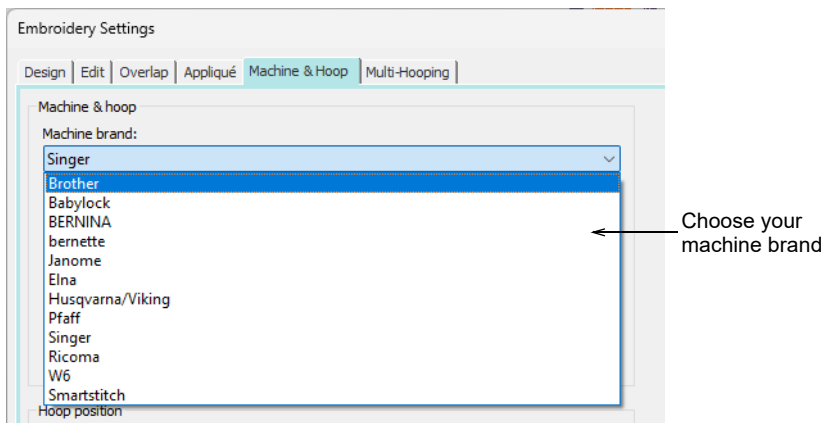
Hatch Embroidery supports many machine brands and models. These are available from the droplists on the **Context** toolbar. Choose your machine brand from the droplist.



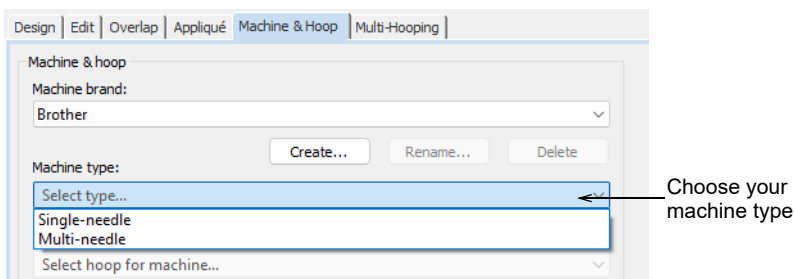
Choose your machine model or type from the accompanying droplist. When the Janome or Elna machine brand is selected, you can select one of the available machine models. When any other machine brand is selected, you have a choice of 'single-needle' or 'multi-needle' machine types.



Alternatively, use the **Embroidery Settings** dialog to preset machine brand and model. Access the dialog via the **Software Settings** menu. Or click the **Machine & Hoop Options** button.



Depending on the selected machine brand, you may have the option of selecting your machine type – single- or multi-needle. Different hoops are available for each of these machine types.



Note: With PES format specifically, the hoop code output for the same size hoop differs depending on whether the machine type is single or multi-needle.

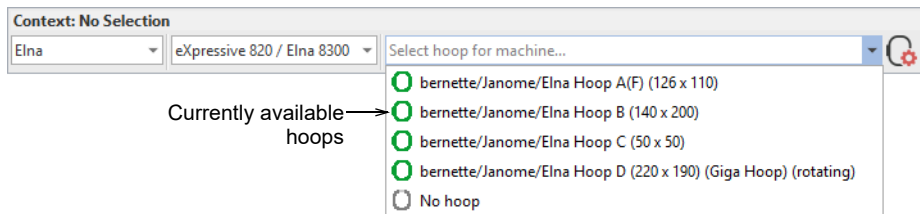
Configure hoop list



Click **Customize Design / Context > Machine & Hoop Options** to change machines, set up hoop lists, and define custom brands and hoops.

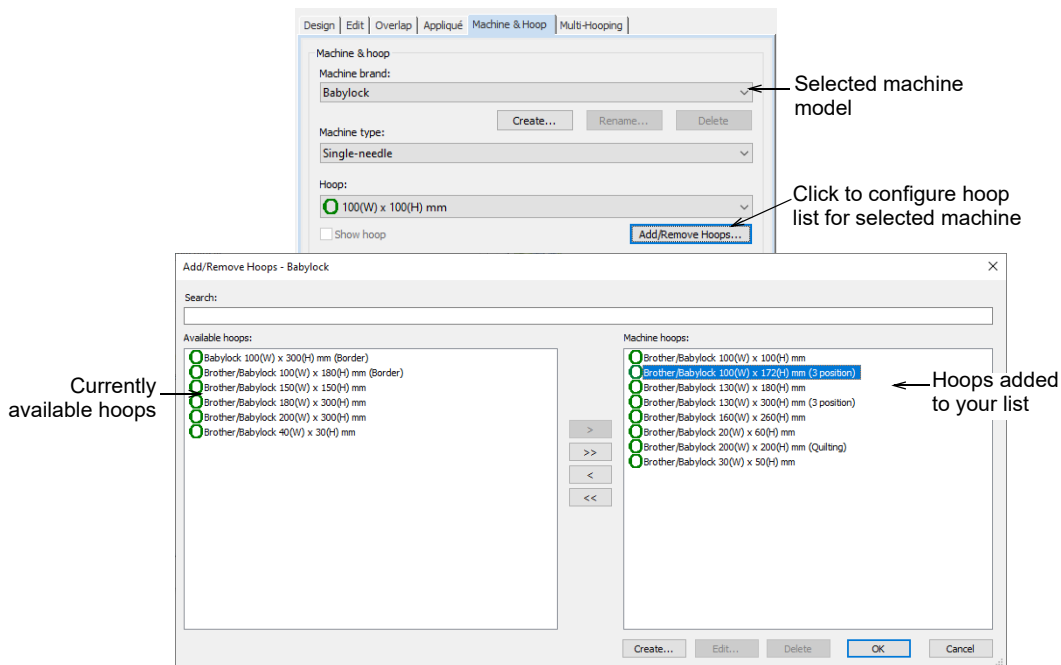
The **Hoop List** on the **Context** toolbar shows which hoops are currently available for your selected machine. When you first run the software, the hoop list is populated

with standard hoops for the selected machine. This list may be configured to include non-standard hoops you may wish to use.



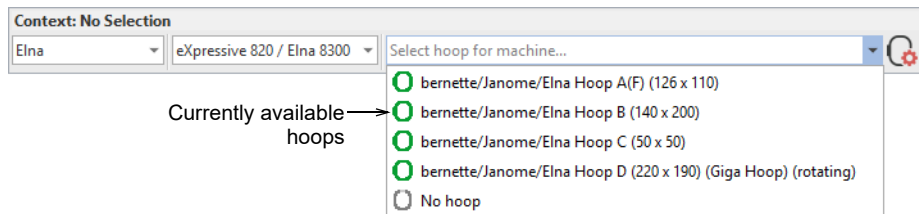
To configure your hoop list...

- 1 Click the **Machine & Hoop Options** button to access the dialog.



- 2 Click the **Add/Remove Hoops** button to associate a custom hoop list with the selected machine. The dialog opens. The left-hand panel shows all hoops available for the selected machine. It also shows custom hoops you may have added.
- 3 Select hoops you own in the **Available hoops** list. Transfer them via the arrow buttons to the **Machine hoops** list in the right-hand panel.

- 4 Click **OK**. The hoop list is available for use. Whenever you select this machine, the hoop list is filtered according to your selection.



Tip: Hatch Embroidery allows you to define your own hoops and save for later use. Custom hoops are needed because new hoops become available for sewing machines more frequently than the software is updated. Also some machines include hoop adapters for third-party hoops which need to be defined in the software.

Related topics

- ◀ [Hoop selection](#) (User Guide)
- ◀ [Custom hoops](#) (User Guide)

Create custom brand



Click View > Show Hoop to show or hide hoop. Right-click for settings.

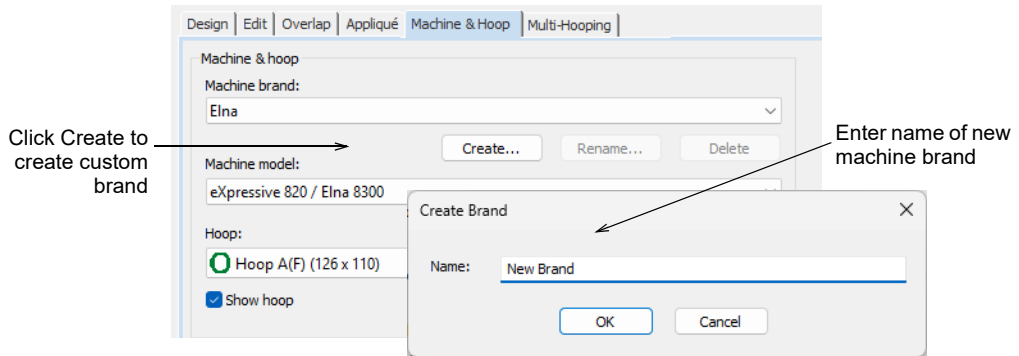


Click Customize Design / Context > Machine & Hoop Options to change machines, set up hoop lists, and define custom brands and hoops.

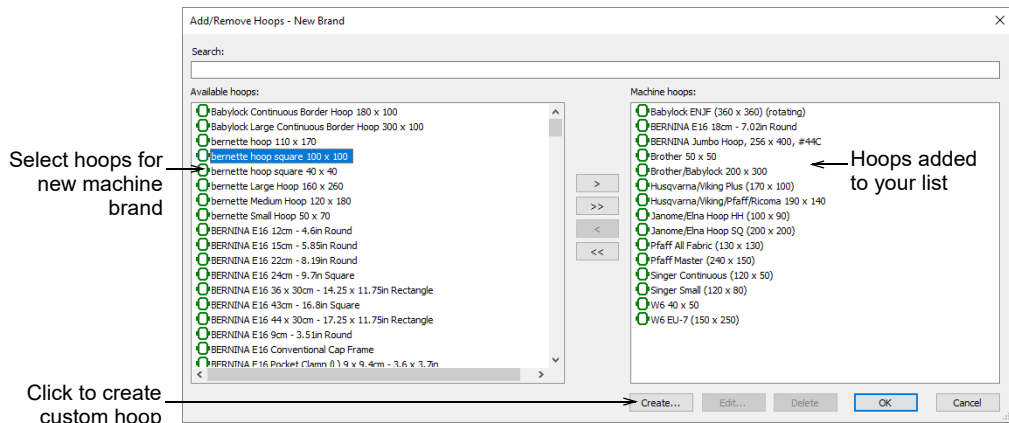
Hatch Embroidery supports most domestic machine brands and models. However, if you have a different machine, you may need to set up a custom brand and hoop list.

To define a custom brand...

- 1 Click the **Machine & Hoop Options** icon. Or right-click the **Show Hoop** icon. The **Embroidery Settings > Machine & Hoop** tab opens.



- 2 Click the **Create** button. The **Create Brand** dialog opens.
- 3 Enter a name for your new machine brand and click **OK**. The **Add/Remove Hoops** dialog opens.

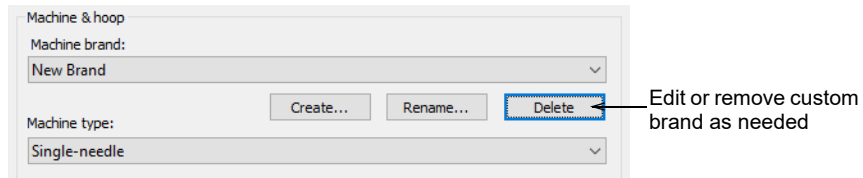


Tip: Green hoop icons represent single-needle hoops while blue icons represent multi-needle hoops.

- 4 Select hoops you want to associate with the new brand from the **Available hoops** panel. Use the controls to transfer them to the **Machine hoops** panel and click **OK**.

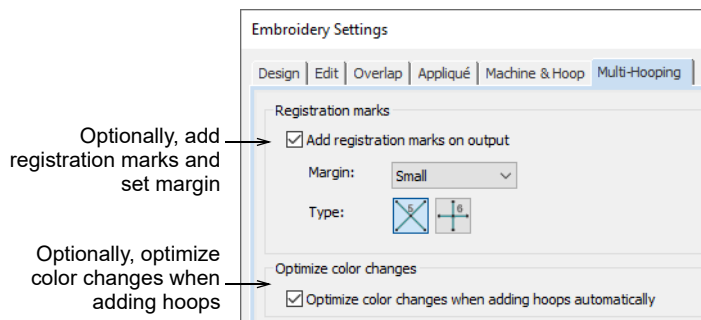


Note: Once your new brand is saved, it can be edited or removed via the available buttons in the **Machine & Hoop** tab.



Multi-hooping settings

In order to help you correctly align multiple [hoopings](#) during stitchout, Hatch Embroidery can stitch out registration marks for each hooping. These do not form part of the design and are not saved with the design file. You set registration marks via the **Embroidery Settings > Multi-Hooping** tab. If you activate color optimization in the **Multi-Hooping** tab, color optimization is automatically applied to an entire design when generating automatic [hoopings](#). Access the dialog via the **Software Settings** menu.



Related topics

- ◀ [Create multi-hoop designs](#) (User Guide)
- ◀ [Add registration marks](#) (User Guide)
- ◀ [Optimize color changes for auto-hooping](#) (User Guide)

Set start & end points



Click View > Show Hoop to show or hide hoop. Right-click for settings.



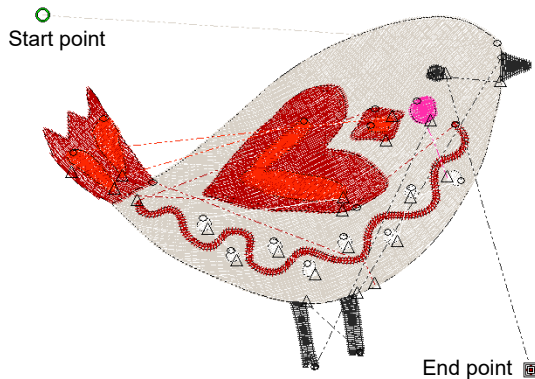
Use Customize Design / Output Design > Auto Start and End to set start and end points for the entire design.

Before stitching, some embroidery machines require you to position the hoop precisely in relation to the needle. Some machines require stitching to start in the

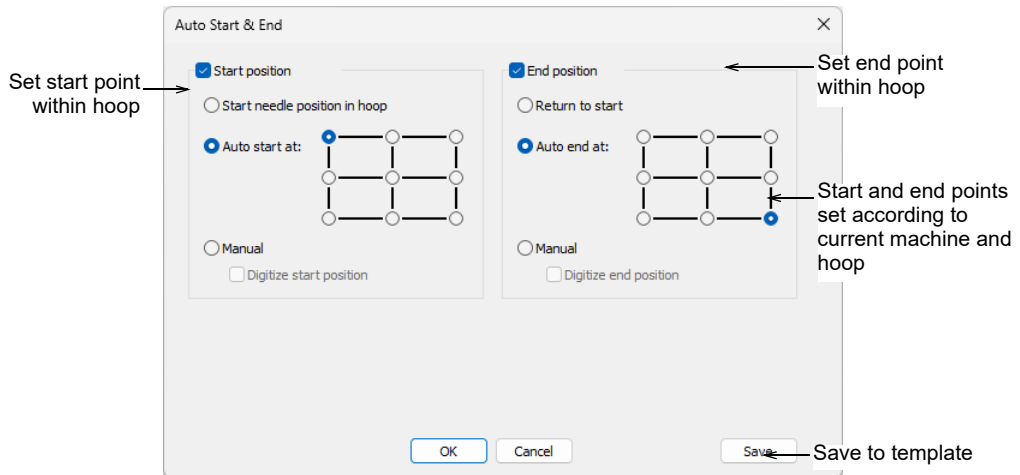
center of the hoop, some at the periphery. Some machines require the needle to finish at the center, others at the last stitch.

To set and end points...

- Turn on **connectors** via the **Show Design** droplist or press **Shift+C**. A green circle indicates the start point while a white square indicates the end point.

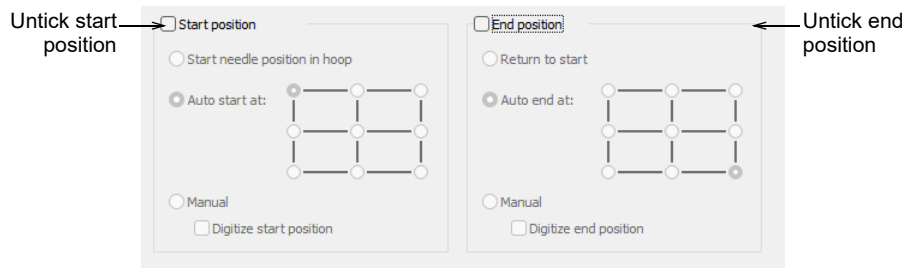


- Use the **Auto Start and End** shortcut in the **Customize Design** toolbox to access the dialog. The **Design Settings** menu also provides a link. By default, design start and end points are set according to the currently selected machine and hoop. These correspond to cross hairs on the hoop.



- Sometimes you want to set your own start and end points for a particular design or hoop. Click **Start position** and **End position** to activate options. In the example below, start and end points are set to top left and bottom right respectively.

- ◀ Alternatively, digitize your own start and/or end points by choosing the **Manual** method. This is usually used to align embroidery with other components on the garment or article.
 - ◀ By ticking the checkbox, you will be prompted to mark the start/end point after closing the dialog.
 - ◀ By leaving it unticked, the software will use the previously-digitized position.
- ◀ Alternatively, untick **Start position** and **End position** checkboxes to return settings to default values – the first and last stitch of the design become start and end points.



- ◀ Click **OK**. Connecting stitches will be inserted as required before the first and after the last stitches of the design.
- ◀ Use the **Save** button to save your preference to the template. This becomes the default setting for all new blank designs.

Usage tips

- ◀ Check your machine for the required start and end needle positions. If not to set correctly in the software, your machine may not be able to read the design.
- ◀ Some file formats will override auto start and end settings set in the software.
- ◀ The **Manual** method is also convenient if you want to prevent the hoop moving around while digitizing, as occurs with **Automatic Centering**.
- ◀ By setting manual start and end points, the hoop remains in a fixed position, similar to Brother PE-Design. This gives you the freedom to position objects anywhere within the hoop. It is especially useful for multi-position hoops as it can help to minimize re-hooping.
- ◀ The **Context > Center All** command can be used to center the whole design and hoop at the (0,0) position. This means you can reposition the hoop around the design **after** you have finished digitizing without the need for auto-centering.

Related topics

- ◀ [Center hoops](#) (User Guide)

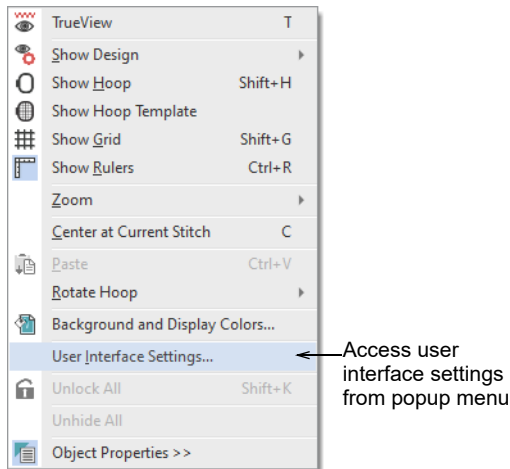
Application settings & preferences

This section covers general application settings that allow you to customize how Hatch Embroidery looks, behaves, and responds to your workflow. These preferences help you tailor the software environment to suit your working style, hardware setup, and personal preferences.

You can control startup behavior, adjust toolbar appearance for different screen resolutions, and enable automatic saving to protect your work. Additional options allow you to define external tools for editing artwork, customize font previews, and manage on-screen warnings. You can also choose whether to participate in the **Customer Experience Program**, which helps improve the software through anonymous usage data.

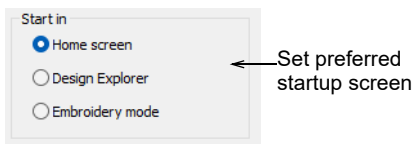


Tip: The **User Interface Settings** dialog is an important dialog in Hatch Embroidery. It allows you to control a variety of system defaults. Access the dialog via **Software Settings > User Interface Settings**. Alternatively, right-click a blank part of the design window to access the command from the popup menu.



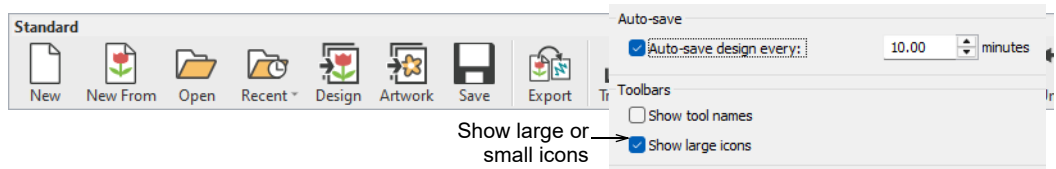
Start screen options

The **User Interface Settings > General** tab allows you to preset the preferred default screen upon startup – **Home**, **Design Explorer**, or **Embroidery Mode**.

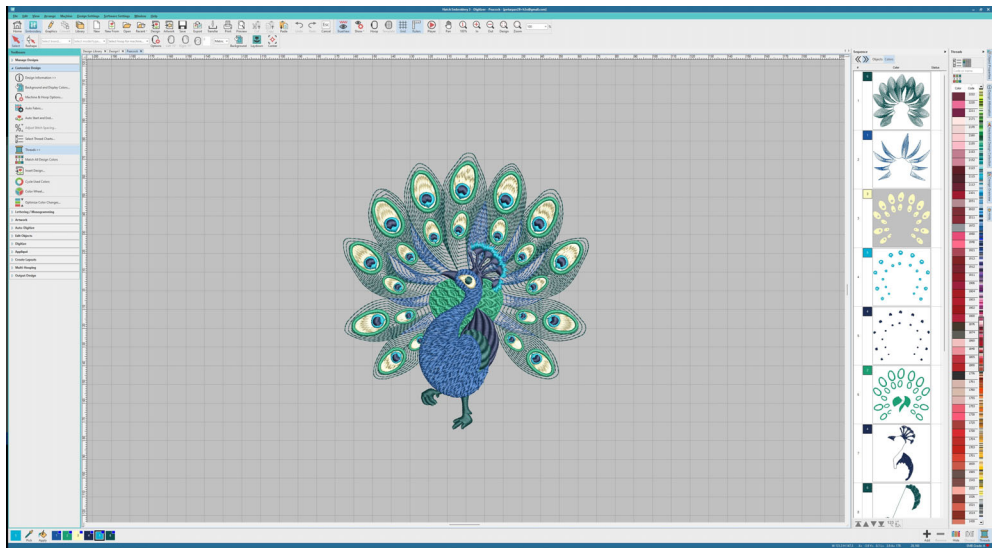


Toolbar display options

Customize the user interface to suit your preference or monitor. The **User Interface Settings > General** tab allows you the choice of large or small tool icons, with or without short names.

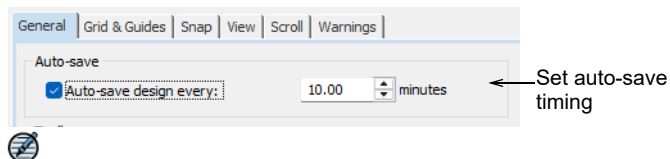


You may wish to activate large icons for better visibility, especially when working with 4K high resolution monitors. Buttons are large enough to be seen while allowing effective use of the large design window.



Automatic save options

Open the **User Interface Settings** dialog and choose the **General** tab. Save your work automatically at regular intervals using **Auto Save** to protect you from losing work in the event of hardware or software failure. Select the **Auto-save design every** checkbox and specify an auto-save frequency in minutes.



Note: The design will be saved in the BACKUP folder of your installation. It will have the same name as the original file with the extension EMB. Backup files remain in the backup folder until you delete them. To prevent the folder from using too much

hard disk space, delete unwanted files regularly. For more information, see [FAQs](#) on the Hatch Embroidery website.

Edit artwork options

Sometimes you need to edit images directly in a third-party graphics package. You would normally do this in order to eliminate backgrounds, flood-fill solid areas with color, or add outlines, close gaps, or reinforce outlines. The **User Interface Settings > General** tab allows you to pre-select your preferred graphics package – **Paint**, **CorelPHOTO-PAINT**, or **Paint Shop Pro**.

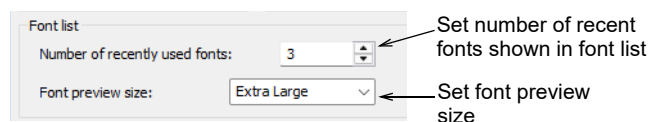


Related topics

- ◀ [Edit artwork externally](#) (User Guide)

Font list display options

You can set the size of your font preview via the **User Interface Settings > General** tab. You can also adjust the number of recently used fonts.

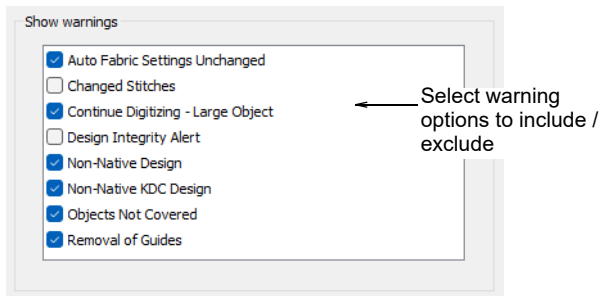


Related topics

- ◀ [Add lettering](#) (User Guide)

Warning message options

Some warning messages may become distracting. Use the **User Interface Settings > Warnings** settings to switch warnings off. They can still be reactivated at a later time.



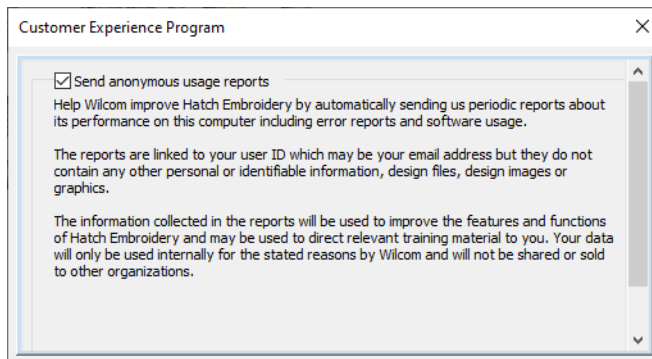
Warning messages may include:

| Message | Details |
|------------------------------------|--|
| Auto fabric settings unchanged | This appears if you have chosen to work with an auto-fabric and wish to save changes made to object properties. Any changes are saved to the template, not to the fabric itself. Such changes are overridden by current fabric settings. See also Fabrics & densities (User Guide). |
| Changed stitches | This message appears when outputting designs for production, depending on whether stitches need to be regenerated to comply with a changed machine format. See also Output designs for production (User Guide). |
| Continue digitizing - large object | This message appears when attempting to continue digitizing a large object. For example, a large run object created by Reef PhotoStitch. See also Continue digitizing (User Guide). |
| Design integrity alert | This message appears if the software detects a problem with a design file. If you see an alert, you should use Undo to return the design to an error-free state. Save the design. Then save a separate instance of the design up to the point the alert is generated. Send both designs to Wilcom Support for analysis. Note that turning off this message also turns off design integrity checking. |
| Non-native design | This message appears when opening 'machine files' of unknown origin. Machine files cannot be scaled by more than approximately $\pm 5\%$ since their stitch count does not change. By contrast, design or 'outline' files such as native EMB, can be scaled by any factor as stitches are dynamically regenerated. See also Machine file recognition (User Guide). |
| Non-native KDC design | This message appears when attempting to map a non-native design to a Keyboard Design Collection in Design Explorer. See also Keyboard Design Collections (User Guide). |

| Message | Details |
|---------------------|--|
| Objects not covered | This message appears when exporting multi-hooped designs where not all objects are covered within a single hooping. See also Output multi-hooped designs (User Guide). |
| Remove guides | When using the ruler menu or shortcut key to remove guides, this warning message appears by default. See Rulers & guides , pg 81 for details. |

Customer experience program

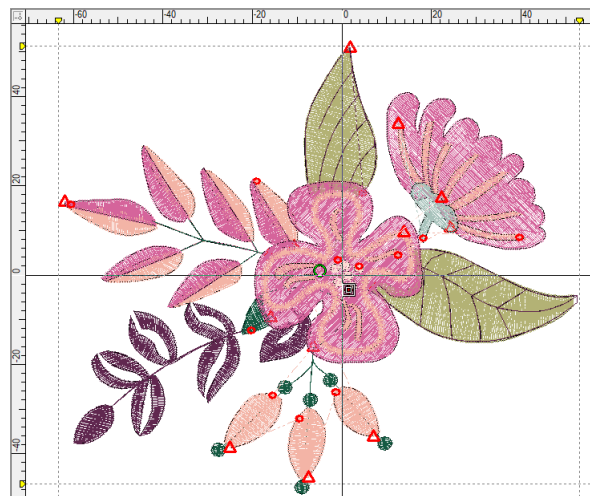
Hatch Embroidery includes a **Customer Experience Program** which is designed to provide Wilcom with valuable data concerning software usage patterns. The program is entirely anonymous and is aimed at improving the features and functions of Hatch Embroidery. However, you have the option of opting out of the program altogether by deactivating the checkbox in the dialog. Access the dialog via the **Software Settings > Customer Experience Program** command.



Workspace setup & measurement

This section covers settings that control how you interact with the Hatch Embroidery workspace, including measurement systems, screen calibration, and mouse behavior. These options help ensure that designs are displayed at the correct scale, measurements are accurate, and navigation is smooth and efficient.

You can calibrate your monitor for true 1:1 display, choose and override measurement units as needed, and measure distances directly on screen. Additional



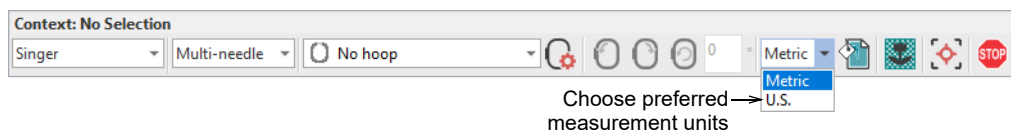
settings allow you to customize cursor appearance, mouse actions, scrolling behavior, and zoom controls, giving you precise control over how you view and edit designs.

Monitor calibration

You may need to calibrate your monitor so that designs at 1:1 scale appear at real size. Do this when you first install Hatch Embroidery or when changing monitors. Screen calibration is generally not required on Windows 10/11 as this is handled by the operating system itself. The first time you run Hatch Embroidery, the measurement system will default to whatever the operating system is using.

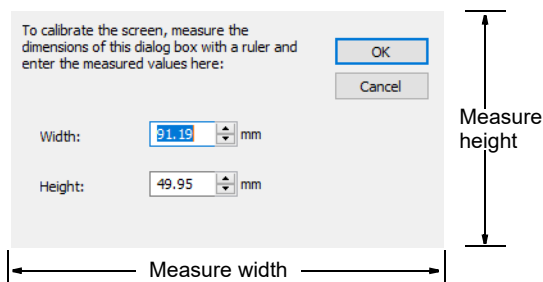
To calibrate the monitor...

- 1 Choose the preferred measurement system via the droplist on the **Context** toolbar.



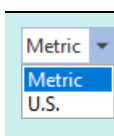
Tip: To get the most precise measurements for screen calibration, it is recommended you use the **Metric** setting. Also, if you are using multiple monitors, take the measurement on your computer's main monitor.

- 2 Select **Software Settings > Calibrate Screen**.



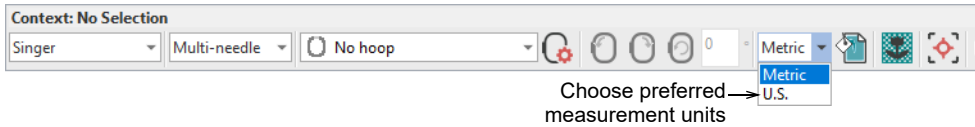
- 3 Measure the width and height of the dialog box. Make sure you measure edge to edge.
- 4 Enter the precise measurements in the relevant fields.
- 5 Click **OK** to confirm.

Choose measurement units



Use Context > Measurement Units to change measurement units within software without changing operating system settings.

The default unit of measurement – mm or inches – depends on the regional settings in the Windows **Control Panel**. The first time you run Hatch Embroidery, the measurement system will default to whatever the operating system is using. The measurement units can be changed via the droplist on the **Context** toolbar. Technically, when you select 'U.S.', you will get the imperial measurement system – inches, feet, and yards. The selected measurement system will default the next time you run the software.



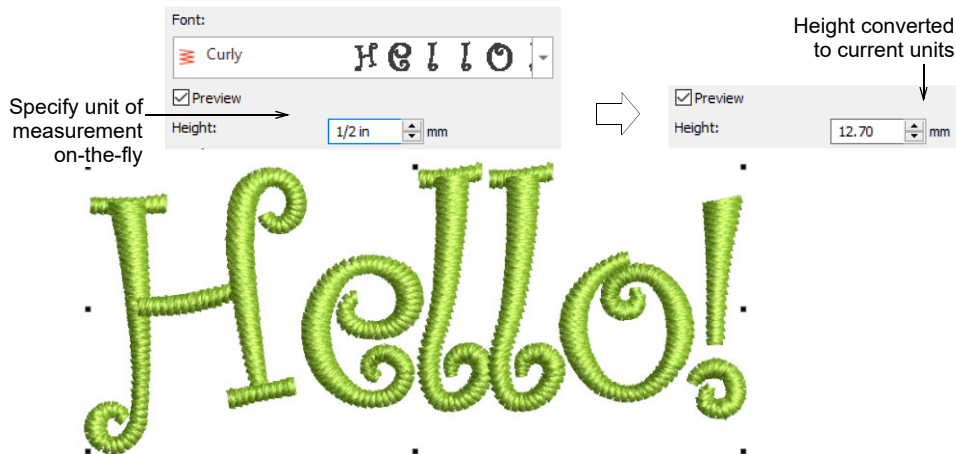
Changing the measurement system will change the units used by most (but not all) controls. **Stitch length** and density controls will change to reflect the measurement system.



Tip: The **Context** toolbar is dynamically configured depending on which objects you have selected. The measurement droplist only appears when no objects are currently selected.

Specify units on-the-fly

As an alternative to changing the overall measurement system used in the software, you can specify units of measurement when typing values into a measurement control. When you include the unit of measurement, Hatch Embroidery automatically converts the entered value into the units of the control.



Say, for example, you are using the metric measurement system so your lettering heights are in mm. And say you receive a request for $\frac{3}{4}$ " lettering. Simply enter '3/4in' or '3/4 in' into the **Lettering Height** field and it is automatically converted to 19.1mm.



Tip: Hatch Embroidery supports both proper and improper fractions – e.g. '1 1/3' as well as '4/3'. It does not, however, support mixed units – e.g. 1'3". Nor does it display values as fractions after they are entered, only during.


Supported units

Supported units include:

- ◀ millimeters, mm
- ◀ inches, in
- ◀ feet, ft
- ◀ yards, yd
- ◀ centimeters, cm
- ◀ meters, m

Hatch Embroidery also allows entering units in text form, both English and the language the software is currently running in.

Measure distances on screen



Use Context > Measurement Units to change measurement units within software without changing operating system settings.

Measure the distance between two points on screen using the **Measure** tool. Measurements are shown in millimeters or inches, depending on current settings.

To measure distances on screen...

- ◀ Select **View > Measure Tool** or press **M**.

- Click the start point and drag the mouse. The tooltip displays the length of the measured line. The angle shown is the angle of the measured line relative to the horizontal.



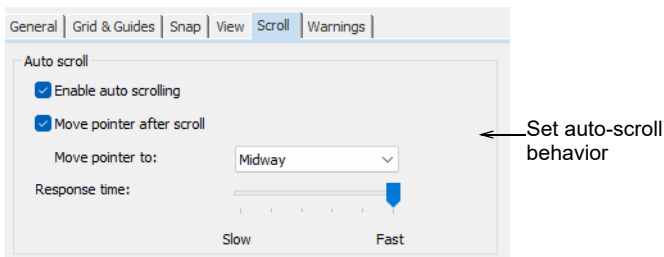
- Press **Esc** to finish.
- You can also check the width and height of your design in the status bar.



Tip: For more accurate results, zoom in before you measure. The measurement is always the actual size and is not affected by zoom factor.

Auto-scroll behavior

Use the **User Interface Settings > Scroll** settings to scroll automatically within the design window while [digitizing](#). This can be more convenient than using panning or scroll bars, especially when working on large designs.



Auto scroll options include:

| Option | Purpose |
|---------------------------|--|
| Enable auto scroll | Tick checkbox to enable automatic scrolling while digitizing. |
| Move pointer after scroll | Tick checkbox to force pointer to move with the current cursor position after each scroll. |
| Response time | Enter smaller values to increase scrolling speed. |

The effect of the auto-scroll setting only becomes apparent when you start to digitize. The design window automatically scrolls to follow the current cursor position. The **Move Pointer** option gives you the following choices:

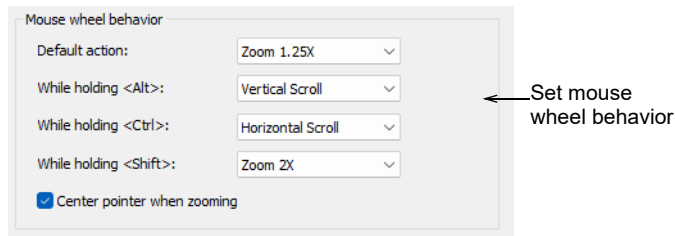
| Option | Purpose |
|--------|---|
| Center | Center of the window. Use this setting for large movements. |
| Midway | Halfway between the original pointer position and the center of the window. Use this setting for smaller movements – e.g. when zooming into a small area of the design. |
| Corner | The edge of the screen. Use this setting for slow scrolling or when using the Freehand Digitizing tools. |



Tip: Hold down the **Alt** key to temporarily deactivate auto scroll. Use the **Ctrl+Shift+A** key combination to toggle auto scroll on/off.

Mouse-wheel behavior

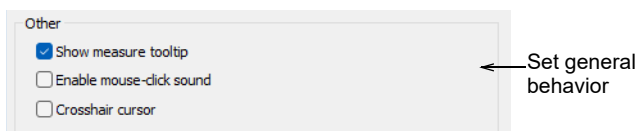
The **Scroll** tab also allows you to set four different mouse wheel behaviors based on your selection of default options. Whenever a setting is changed, the system will update other mouse wheel behaviors, but you have complete control to change as desired.



The same four options are available for use when deploying the mouse wheel on its own or in combination with **Alt**, **Ctrl**, and **Shift** keystrokes. That is, you can program the wheel to scroll horizontally, vertically, or zoom by preset factors. Tick **Center pointer when zooming** to ensure that the pointer stays centered on screen at all times.

Mouse & cursor options

Miscellaneous other system settings are available via the **User Interface Settings > General** tab.



These options include:

| Option | Purpose |
|--------------------------|---|
| Show measure tooltip | Shows length and angle in a tooltip when measuring distances on screen. See also Workspace setup & measurement , pg 72. |
| Enable mouse-click sound | Enables beeping sounds made by the software in response to mouse clicks and pressing <Enter> or <Spacebar> keys while digitizing. |
| Crosshair cursor | Changes the default cursor pointer to crosshairs for more precise positioning. It is best used together with the grid. |

Grid, ruler, & guide display settings

Hatch Embroidery provides a set of tools designed to help you position and align embroidery objects with precision.

| Option | Details |
|--------|---|
| Grids | Grids overlay your design window with regularly spaced lines or dots, giving you a visual framework for measuring and aligning objects. Grids can be placed on top of the design or behind the design. |
| Rulers | Rulers along the top and side of the window provide exact measurements and let you set a zero point for accurate placement. |
| Guides | Guides are user-defined reference lines you can drag onto the design for quick alignment to specific positions or angles. |
| Snap | 'Snap' makes all of these tools interactive: as you digitize or move objects, points automatically 'snap' to the nearest grid line, guide, or object edge, ensuring precise alignment without manual fine-tuning. |

Together, these tools make it easier to achieve consistent spacing, perfect symmetry, and professional accuracy in every embroidery design.

Grids & hoop templates



Click View > Show Grid to show or hide grid. Right-click for settings.

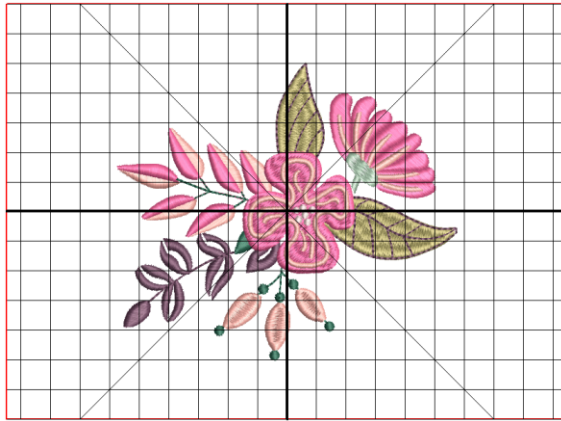


Click View > Show Hoop Template to show or hide hoop template.

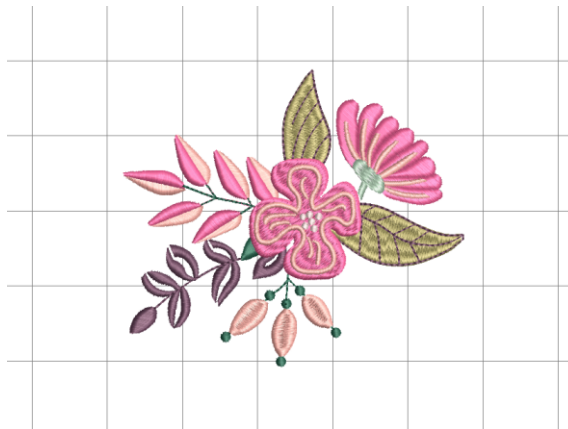
Grids are an essential design aid in Hatch Embroidery, providing a visual framework to help you align, size, and position [embroidery objects](#) with precision. Templates for all hoops are also included in Hatch Embroidery. These can be used for positioning instead of the design grid. Grid and hoop template are mutually exclusive.

To display grid or hoop template...

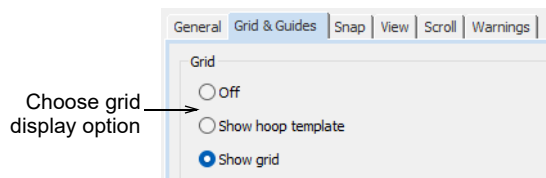
- ◀ Adjust the background as preferred.
- ◀ Click the **Show Hoop Template** icon to toggle hoop template display on or off.



- ◀ Click the **Show Grid** icon to toggle grid display on or off.

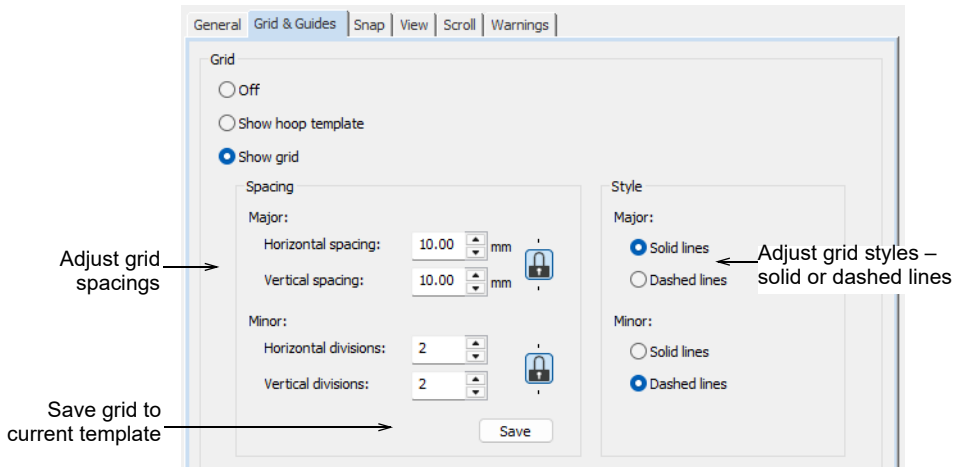


- ◀ Right-click the **Show Grid** icon to access grid settings. You can also turn on or off grid or hoop template settings from this dialog.



To set up grid display...

The ability to set custom grid spacings is important. Whether you're working on fine details that require a 1 mm sub-grid or planning larger repeats that align on 10 mm intervals, flexible spacing helps you work faster and with greater accuracy.



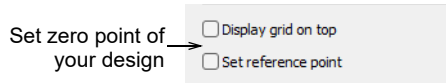
Enter grid **Spacing** values for horizontal and vertical grid lines. Major grid lines act as clear reference points, while minor divisions give you the fine control needed for professional-quality embroidery layouts.



Adjust grid **Style** values as preferred – solid or dashed lines – for major and minor grid lines.

To set a reference point...

- ◀ Select the **Set Reference Point** checkbox to set the zero point of the ruler. For example, you can set the grid reference point to the design center. This is easier and faster than moving the whole design.



- ◀ When you close the dialog, you are prompted to mark the zero point of your design.

Tips

- ◀ To save grid spacing to the current template, click the **Save** button.
- ◀ By default, grids appear in the design window on top of any products or backdrops, but beneath vectors or embroidery, including appliqué fabric. By ticking the 'Display grid on top' checkbox, grid lines appear on top.
- ◀ Grid colors can be changed via the **Display Colors** panel of the **Background & Display Colors** dialog.

Related topics

- ◀ [Add backgrounds](#) (User Guide)
- ◀ [Display colors](#) (User Guide)

Rulers & guides



Click View > Show Rulers & Guides to show or hide rulers and guides. Right-click for settings.



This button appears at the point where rulers intersect. Click to set the ruler zero point to the top left corner. Alternatively, drag to set a zero point in the design window.

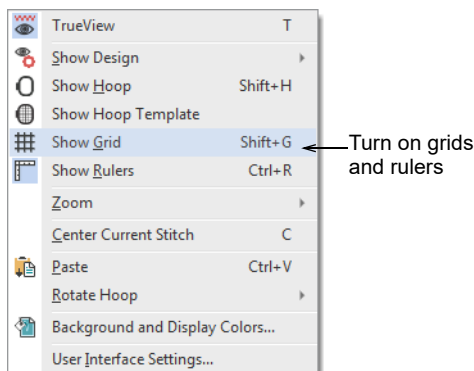
Hatch Embroidery allows you to turn rulers on and off and create guides for more accurate [digitizing](#). These make it possible to accurately position and size objects and whole designs. The unit of measurement – mm or inches – overrides the regional settings in the MS Windows® Control Panel. The ruler scale adjusts with the current zoom setting.

To display rulers and guides...

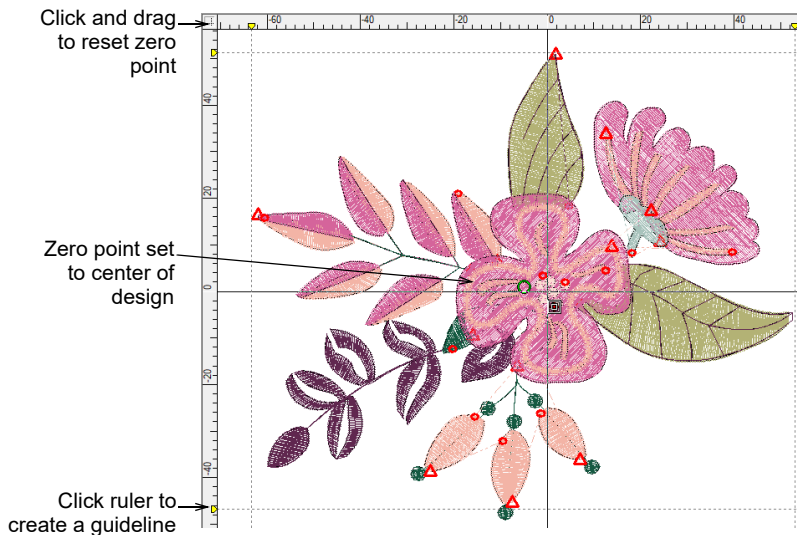
- ◀ Turn on grids and rulers via the **View** toolbar.



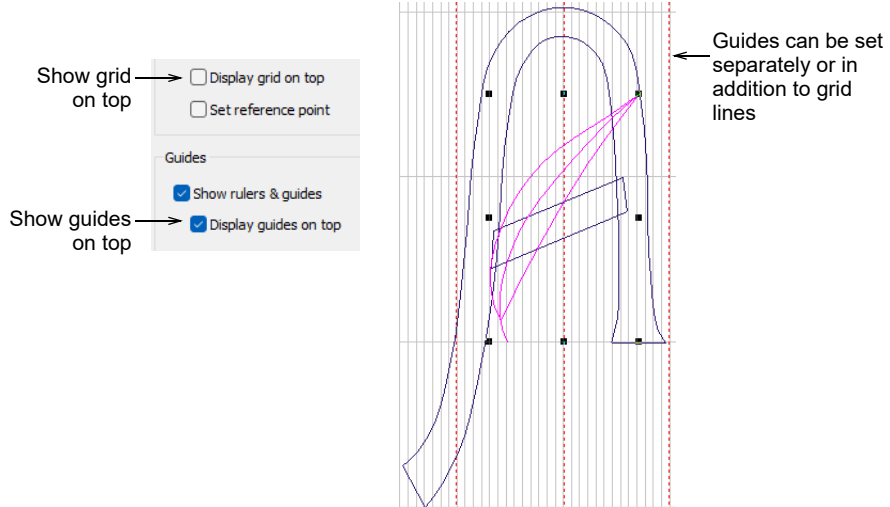
- ◀ Alternatively, right-click a blank part of the design window to invoke the popup menu.



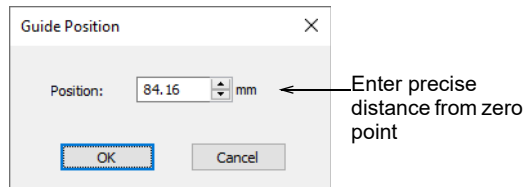
- ◀ Reset the ruler zero point by clicking and dragging the box in the top left-hand corner to a point on the design. This becomes the new zero point – X,Y (0,0). The grid always aligns with the rulers.



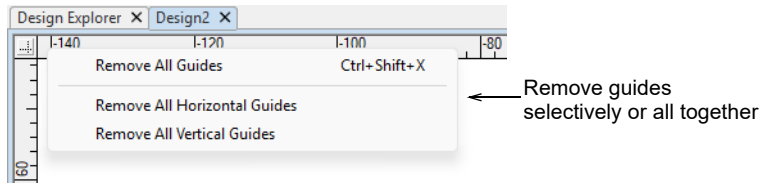
- ◀ To create a guide, click on either ruler – horizontal or vertical – and click-and-drag into position. Multiple guides can be created and just as easily removed.



- ◀ By default, any guides you bring into the design window appear on top of embroidery, vectors, and bitmaps. By unticking the 'Display guides on top' checkbox, guides appear beneath.
- ◀ For more accurate positioning, double-click the yellow guide handle. In the **Guide Position** dialog, enter a precise distance from the zero point, and click **OK**.



- ◀ To remove guides selectively, drag the yellow guide handle off the design window. To remove all guides – horizontal, vertical, or both – right-click anywhere on the horizontal or vertical rulers to access a popup menu with the following options.



Usage tips

- ◀ The ruler 0/0 point only affects alignment in the design view. It does **not** affect the alignment or center point on the machine. This is a separate setting to hoops, which **does** affect alignment on the machine.
- ◀ Depending on the colorway, you may need to adjust guide display colors in order to view them against the background color.

Related topics

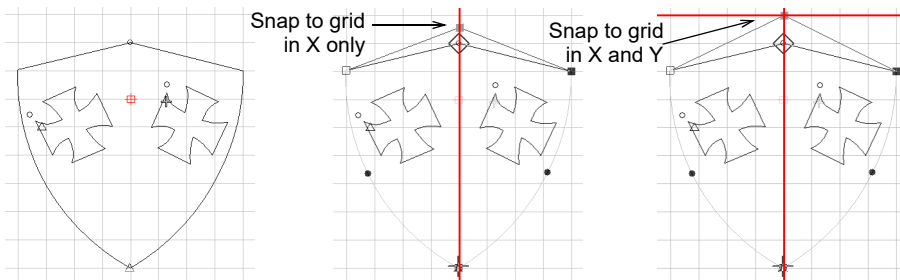
- ◀ [Choose measurement units](#), pg 73
- ◀ [Display colors](#) (User Guide)
- ◀ [Manual digitizing](#) (User Guide)

Snap options



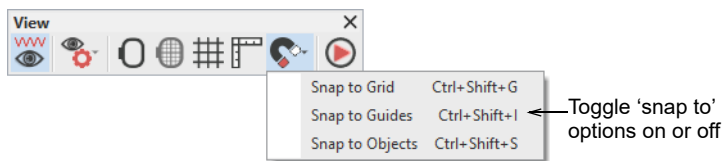
Click View > Snap to access 'snap' toggles – snap to grid, snap to guides, and snap to objects. Right-click for settings.

The **Snap** feature in Hatch Embroidery helps you place points and objects with absolute accuracy while digitizing. Instead of carefully nudging objects into place, you can let the software 'snap' them automatically to nearby grid lines, guides, or other vector and embroidery object outlines. Snapped elements are highlighted, so you always know exactly where your point is landing. This makes it faster to create neat, aligned, and symmetrical embroidery designs.

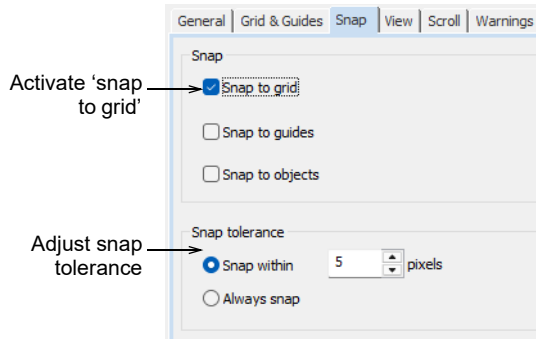


To adjust snap options...

- ◀ Toggle 'snap' options via the **Snap** droplist on the **View** toolbar.



- ◀ Right-click the tool to access **Snap** settings.



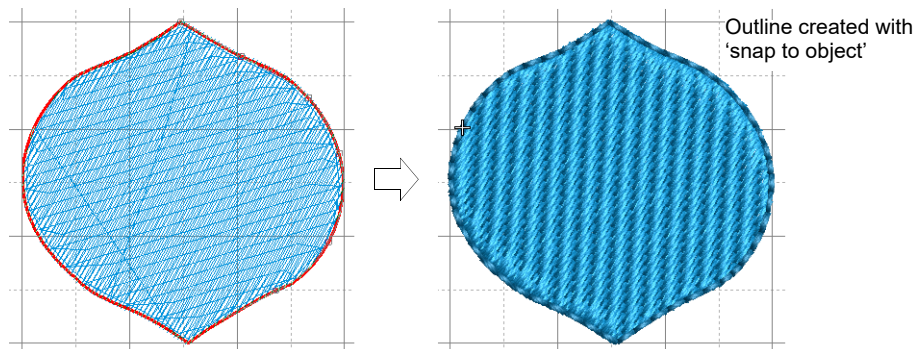
- ◀ Optionally, activate any combination of...

| Option | Details |
|-----------------|--|
| Snap to grid | Reference points, control points or leading edges of objects snap to grid during digitizing, sizing, reshaping, or positioning operations. |
| Snap to guides | 'Snap' can be set for guides independently of grid lines. Reference points, control points or leading edges of objects snap to guides during digitizing, sizing, reshaping, or positioning operations. |
| Snap to objects | Easily snap points to edges, paths, and centers of existing embroidery objects for faster, more accurate alignment. |

- ◀ Adjust **Snap tolerance** to suit your workflow, or force snapping when you need absolute accuracy.

Usage tips

- ◀ Use 'snap to objects' to precisely contour outlines to fill shapes.



- ◀ To temporarily disable **Snap** options as you digitize, hold down the **Alt** key.

Related topics

- ◀ [Rulers & guides](#), pg 81
- ◀ [Manual digitizing](#) (User Guide)

Design settings & processing

This section covers settings that control how embroidery designs are handled, displayed, and processed within Hatch Embroidery. These options affect everything from how designs are opened and edited to how stitches are generated and optimized for output.

You can define default behaviors for inserting and joining objects, control how machine files are interpreted, and adjust editing operations such as duplication and object handling. Visual settings allow you to customize background colors to match your fabric, improving on-screen accuracy.

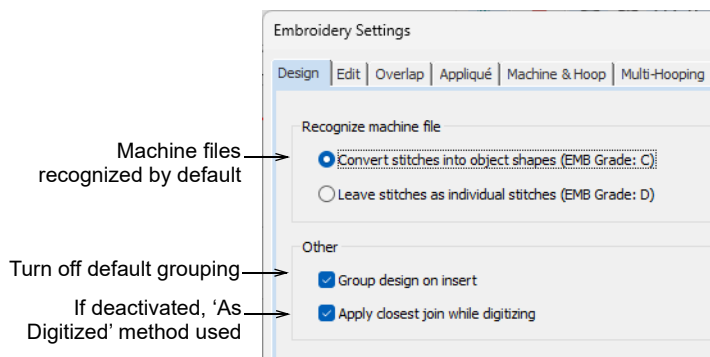
Additional controls manage how overlapping objects are processed, how appliqué frame-outs are handled, and how small stitches are filtered to improve stitch quality and prevent production issues.

Design settings

The **Embroidery Settings > Design** tab controls a variety of options which affect design file handling. By default...

- ◀ Machine files are converted to design files upon opening. You can choose to leave machine files as stitch blocks or '[manual objects](#)'.
- ◀ Inserted designs are grouped and centered onscreen.
- ◀ Objects are joined by the **Closest Join** method. If deactivated, all newly digitized objects are joined by the 'As Digitized' method.

Access the dialog via the **Software Settings** menu.



Related topics

- ◀ [Machine file recognition](#), pg 98

- ◀ Insert designs (User Guide)
- ◀ Ungroup designs on insertion (User Guide)
- ◀ Split objects (User Guide)
- ◀ Open & closed shapes (User Guide)

Background colors



Use Customize Design / Context > Background and Display Colors to change design background and display colors.

Set the color inside the hoop to match the fabric you intend to stitch out on. You can also set a background color outside the hoop by way of contrast.

To set background colors...

- ◀ Select **Customize Design > Background and Display Colors** or right-click the design window and select from the popup menu.
- ◀ To select a color inside the hoop, choose the **Solid Color** option. This allows you to set separate colors inside and outside the hoop. Select a color from the palette or mix your own.

Background and Display Colors

Design Background

- Solid color Edit...
- Color inside hoop: Edit...
- Factory article
 - Name: Long Sleeves BaseballT (Back)
 - Color 1: Edit... Scale: 100 %
 - Color 2: Edit...
 - Color 3: Edit...
- Custom article
 - Name: (NONE) Browse...
- Factory fabric: Pure Cotton
 - Fabric color: Edit...
- Custom fabric: (NONE) Browse...

Display colors

- Selected objects: Edit... Major grid: Edit...
- Unsewn stitches: Edit... Minor grid: Edit...
- Object shapes: Edit... Guide: Edit...
- Needle points: Edit... Snap: Edit...
- Function symbols: Edit...

OK Cancel

Set colors inside and outside hoop

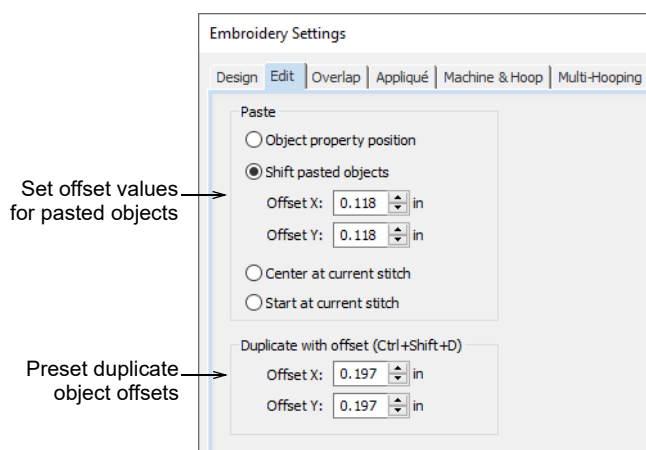
- ◀ Set the color inside the hoop to match the color of the fabric you intend to stitch out on.

Related topics

- ◀ [Add backgrounds](#) (User Guide)

Edit settings

Cut and paste operations behave according to presets in the **Edit** tab of the **Embroidery Settings** dialog. Alternatively, with object/s selected, various options become available via the **Context** toolbar. Use the **Duplicate** tool or press **Ctrl+D** to duplicate them. If you have already used 'quick clone', the duplicate object will be offset by the same amount. Use the **Embroidery Settings > Edit** tab to control all these options. Access the dialog via the **Software Settings** menu.



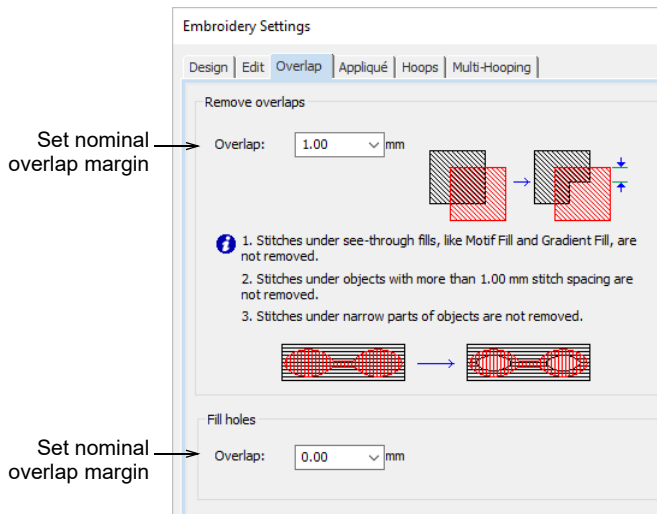
Related topics

- ◀ [Copy & paste objects](#) (User Guide)
- ◀ [Duplicate & clone objects](#) (User Guide)

Overlap settings

The settings on the **Embroidery Settings > Overlap** tab allow you to control the overlap margins of both the **Remove Overlaps** and **Fill Holes** tools. Use the **Remove Overlaps** tool to remove underlying layers of stitching in overlapping objects. The

Fill Holes tool lets you fill holes in closed objects by creating new objects based on existing holes. Access the dialog via the **Software Settings** menu.

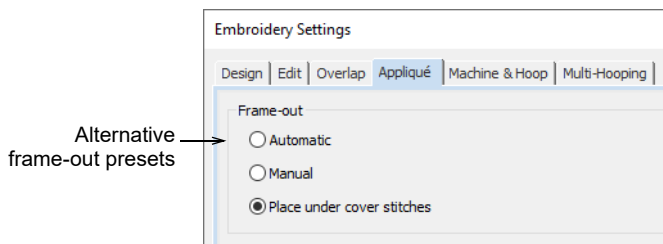


Related topics

- ◀ [Remove underlying stitching](#) (User Guide)
- ◀ [Fill holes in objects](#) (User Guide)

Appliqué settings

On some machines, wherever the frame (hoop) moves, the needle will form a tie-off. When it starts up again, it will add a tie-in. To avoid unwanted needle penetrations and 'knots' appearing in your fabric, various presets are available via **Frame-out Options** on the **Embroidery Settings > Appliqué** tab. Access the dialog via the **Software Settings** menu.



Related topics

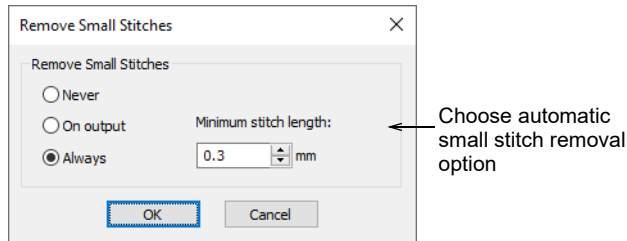
- ◀ [Create appliqué objects](#) (User Guide)
- ◀ [Set frame-out position](#) (User Guide)

Eliminate small stitches

Small stitches can damage fabric and cause thread or needle breakage. Before you stitch out, unwanted small stitches can be automatically removed. The filter can be applied continuously, on output only, or never.

To eliminate small stitches...

- ◀ Select **Design Settings > Remove Small Stitches**.



- ◀ Choose your preferred option:
 - ◀ When set to **Always**, the filter will be automatically applied in the background whenever objects are edited or digitized.
 - ◀ When set to **On Output**, the filter is only applied when printing or outputting files.
- ◀ Enter the minimum **Stitch length** you want to preserve.
- ◀ Click **OK** to confirm.
- ◀ Check the **Status Bar** for the new stitch count.

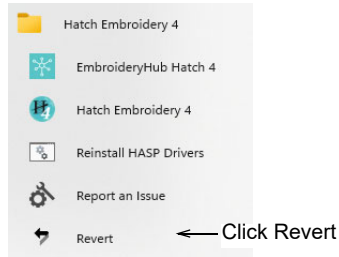
Revert to factory settings

The **Revert to Factory Settings** utility allows you to restore selected Hatch Embroidery settings to their original defaults. This is particularly useful if system settings or templates have been unintentionally modified and you need to return to a known, stable configuration. Use this utility when troubleshooting problems or when you want to quickly return parts of the software to their original state—without affecting your saved designs or custom templates.

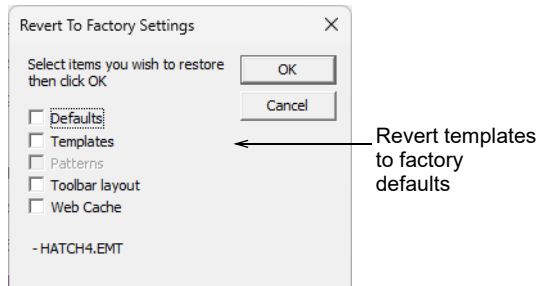
To revert the template to factory settings...

- 1 Close Hatch Embroidery.

- Click the MS Windows® **Start** button and go to the **Hatch Embroidery** group.



- Select **Revert**. The **Revert to Factory Settings** utility opens.



- Choose to reset specific components such as default templates, application settings, toolbar layouts, or cached data. Options include:

| Option | Details |
|----------------|--|
| Defaults | Restores user defaults (requiring login again). |
| Templates | Restores factory templates. This reverts the default Hatch4.JMT file to the factory version, leaving any custom templates untouched. |
| Patterns | No idea thinking removes your custom items that are allowed in Hatch |
| Toolbar layout | Restores toolbar layouts to defaults. Use, for example, if the Context toolbar goes missing. |
| Web cache | Deletes and clears the web cache to resolve loading issues. |



Note: Using **Revert** will of course erase any of your own settings saved to the default template. It will not, however, erase or affect any custom templates saved to names other than 'Hatch4.JMT'.

Related topics

- ◀ [Design templates](#) (User Guide)

FILES & ASSETS

Hatch Embroidery allows you to create files or 'assets' of various kinds during normal use. The most important of these are your actual embroidery designs. There are other assets you may create, such as design templates, custom motifs and borders. These are preserved from installation to installation, whether installing a new version of Hatch Embroidery or an update patch.



This section details the types of files used and created by Hatch Embroidery as well as where they are stored on your computer system.

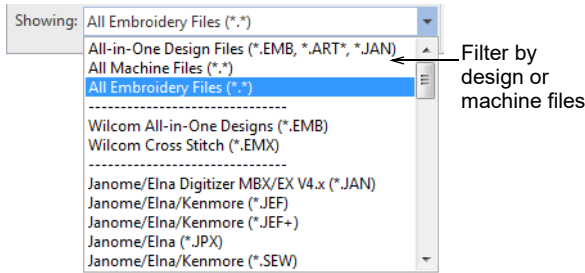
Embroidery files

There are two types of embroidery file format:

| File type | Function |
|-----------|---|
| Design | Design files, also known as 'outline' or 'all-in-one' files, usually contain digitized shapes and lines, selected stitch types and stitch values and effects. |
| Machine | Machine files, also known as 'stitch' files, generally contain stitches and machine functions and are only suited to specific embroidery machines. |

Design files are generally ones you open and modify in the software. Machine files are generally ones you send to machine for production. EMB is the **native** design format. Other 'all-in-one' formats such as ART and JAN are also supported. Hatch Embroidery supports many machine formats. There is some inter-convertibility

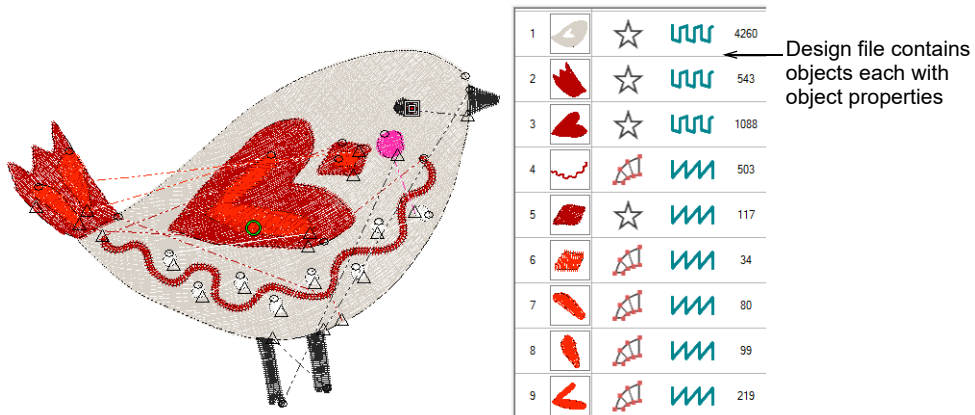
between design and machine formats. Note that you can filter your design library between these two broad categories...



Note: Hatch Embroidery supports many machine formats such as JEF, SEW, DST, EXP, and others. See also [Supported embroidery files](#), pg 101.

Design files

All-in-one design files are high-level formats which contain object outlines, [object properties](#) and stitch data. When you open a design file in the software, corresponding stitch types, digitizing methods and effects are applied. These can all be viewed in the **Sequence** docker. See also [Viewing methods](#) (User Guide).



Design files can be scaled, transformed and reshaped without affecting stitch density or quality. After modification, you can save your design to any supported file format. See also [Machine file recognition](#), pg 98 and [Output Designs](#) (User Guide).

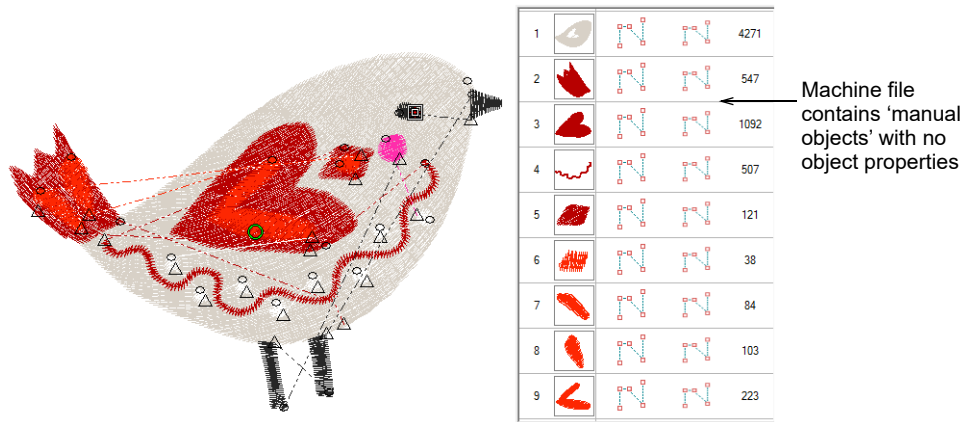
Machine files

Different embroidery machines speak different languages. Also known as 'stitch' files, machine files are low-level formats for direct use by machines. They contain information about the position, length and color of each stitch. When read by the software, machine files do not contain object information such as outlines or stitch

types, but present as a collection of stitch blocks also known as 'manual objects'. Stitch blocks consist entirely of individual stitches.

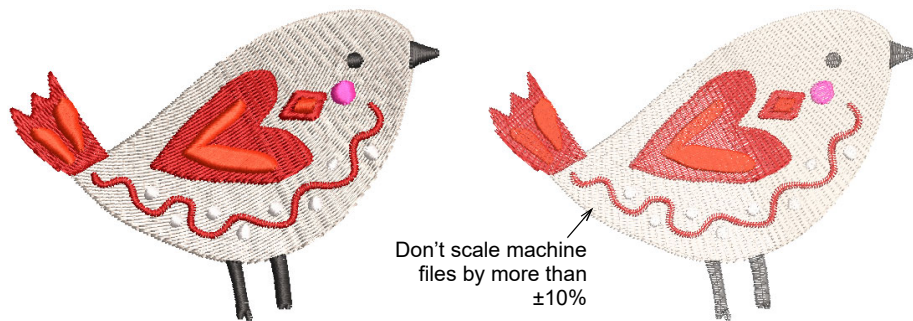
Manual objects

Manual objects are created wherever machine functions – e.g. color changes or trims – are detected in the design. They have only general and connector properties. Manual objects, in turn, consist of individual stitches, called 'manual stitches'. In the **Sequence** docker, manual objects and manual stitches appear as one-and-the-same thing.



Scaling machine files

You can scale raw machine files, but because the stitch count does not change, the density increases or decreases with the design size. Thus you should not scale these designs by more than $\pm 10\%$ or some areas may be too thickly or too thinly covered.



File sources

There are two types of embroidery file format:

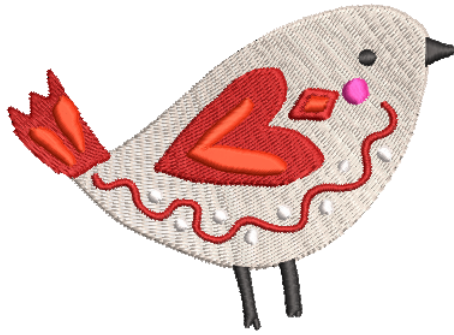
| File type | Function |
|-----------|---|
| Design | Design files, also known as 'outline' or 'all-in-one' files, usually contain digitized shapes and lines, selected stitch types and stitch values and effects. |
| Machine | Machine files, also known as 'stitch' files, generally contain stitches and machine functions and are only suited to specific embroidery machines. |

Design types

While embroidery files are broadly classified as 'design' (outline) or 'machine' (stitch), Hatch Embroidery internally tags files as belonging to one of four types – native design (A), imported outlines (B), processed stitches (C), or imported stitches (D). These are summarized as follows:

| Grade | Source | Description |
|-------|--------------------|--|
| A | Native design | Native EMB designs as well as ART and JAN files are all 'Grade A' design formats read and written by the software. They are called 'Grade A' because they contain a complete set of design information in a single file – object outlines, properties, stitches, thread colors, thumbnail image, and comments. It goes without saying that only Grade A files provide 100% perfect scaling and transformation. |
| B | Imported outlines | Designs read from an outline format such as GNC and saved in ART / EMB / JAN format. Such designs cannot be read directly by the software but once converted, they are treated as Grade B designs. |
| C | Processed stitches | Designs read from machine files – EXP, DST, PES, etc – where stitches have been converted to objects. |
| D | Imported stitches | Designs read from machine files, where outlines may or may not have been 'recognized', but stitches have not been regenerated through stitch processing. Note, however, that if you change a stitch design – e.g. add a lettering object – the status changes to 'Processed Stitches' even though the imported stitches may not have been regenerated. |

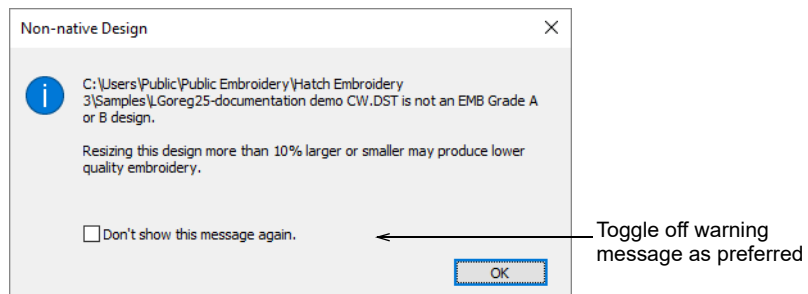
For information about the source of an embroidery file, refer to the **Design** tab of the **Design Information** docker.



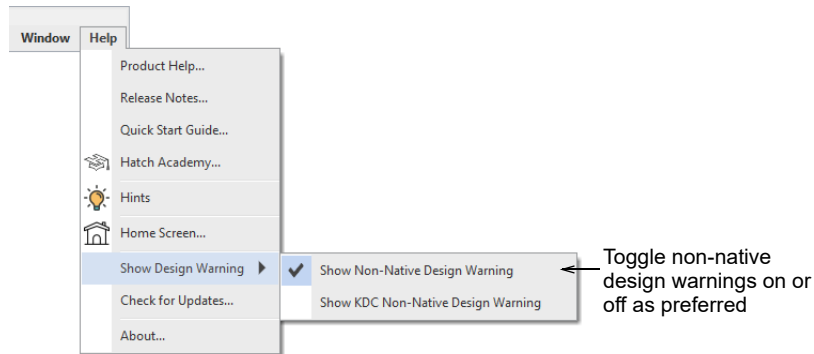
| Summary | Design | Thread Colors | Stitching |
|----------------|--|---------------|-----------|
| Filename: | folk_bird_red-w.EMB | | |
| Title: | <input type="text"/> | | |
| Height: | 127.8 mm | | |
| Width: | 185.1 mm | | |
| Stitches: | 7,692 | | |
| Colors: | 6 | | |
| Stops: | 6 | | |
| Colorways: | 1 | | |
| Trims: | 21 | | |
| Color changes: | 5 | | |
| Objects: | 24 | | |
| Appliqués: | 0 | | |
| EMB grade: | A ♥ (Explanation) | | |
| EMB version: | V5.0x | | |
| Hoop: | Hoop No. 1 3 (126 x 90) | | |

Design type warnings

By default, Hatch Embroidery displays a warning message whenever you open a non-native design.

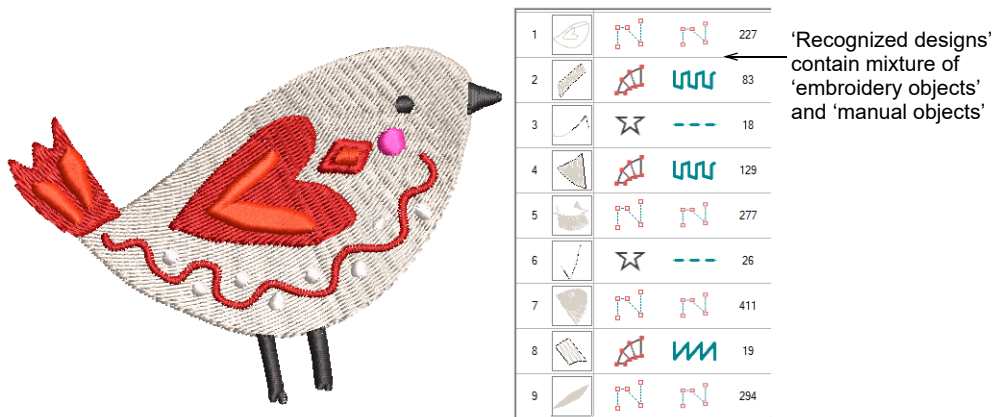


Alternatively, to toggle non-native design warnings on or off, access the **Help > Show Design Warning** options.



Machine file recognition

While machine files are generally not suited to scaling, Hatch Embroidery can derive object outlines, stitch types and spacing from raw stitch data with some success. The **Sequence** docker will generally display recognized designs as a mixture of 'embroidery objects' and 'manual objects'. In other words, where it is unable to recognize objects, it leaves them as stitch blocks.



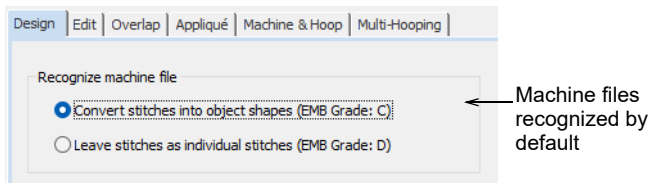
Processing is effective for most machine files but cannot produce the same level of quality as original outlines and may not handle some fancy stitches. When Hatch Embroidery 'recognizes' a machine file, it recognizes stitch types, spacing and length values, stitch effects, and can determine object outlines. Stitch types are assigned as satin or tatami depending on the pattern of needle penetrations.



Note: Recognized object outlines and stitch values are stored as **object properties**. This means you can scale and transform recognized designs in the usual way. Stitches are recalculated for recognized outlines but not for **manual objects**.

File recognition options

By default, machine files are converted to design files upon opening. If you want machine files left as stitch blocks, or 'manual objects', select the 'Grade D' option in the **Embroidery Settings > Design** tab.



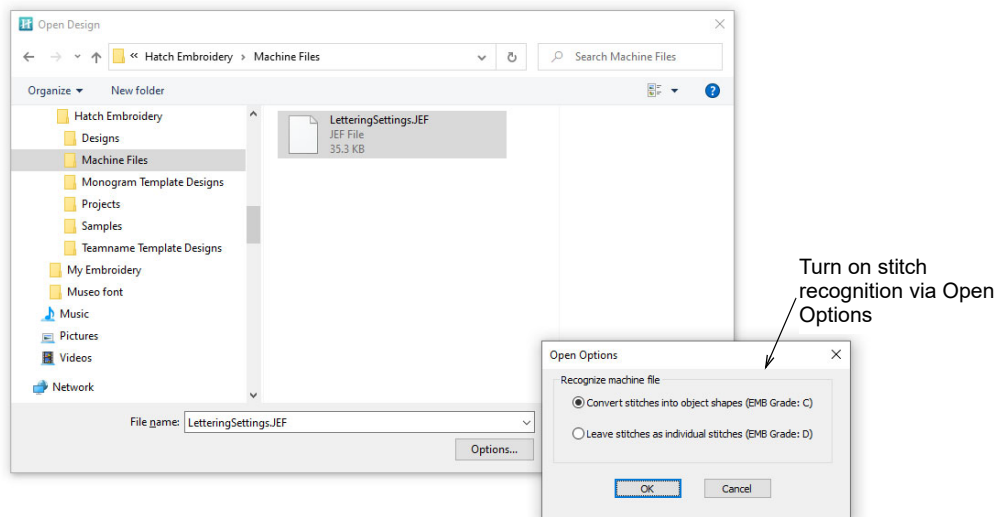
Opening machine files with object recognition turned on (EMB Grade C) may result in small discrepancies between object coordinates and stitch coordinates. It's normal for object extents to be slightly different from stitch extents because stitches will often extend beyond the object shape due to pull compensation, stitch effects, manual edits, and so on. However, the slight difference will make no difference on the machine.

Related topics

◀ [Design settings](#), pg 86

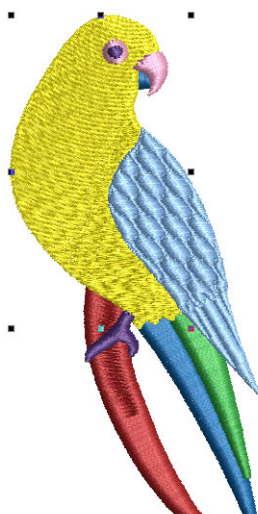
Convert stitches on opening































If you want to convert [machine files](#) on a case-by-case basis, you can choose to convert at the time of opening via the **Open Options** dialog. This can be accessed via the **Options** button in the **Open Design** dialog.



Convert stitches after opening

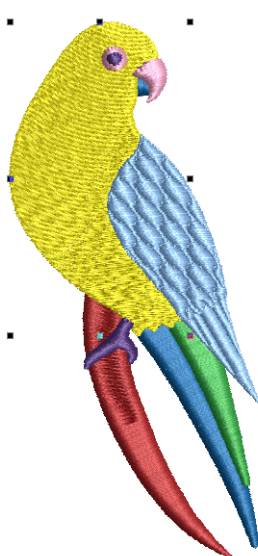
Even after opening a machine file, you can recognize stitch blocks as objects by selecting **Recognize Stitches** from the **Edit** menu.







































| | | | | |
|----|---|---|---|------|
| 1 |  |  |  | 762 |
| 2 |  |  |  | 31 |
| 3 |  |  |  | 472 |
| 4 |  |  |  | 331 |
| 5 |  |  |  | 3328 |
| 6 |  |  |  | 1865 |
| 7 |  |  |  | 89 |
| 8 |  |  |  | 31 |
| 9 |  |  |  | 19 |
| 10 |  |  |  | 115 |

Machine file opened without object recognition

Select objects on a case-by-case basis and apply the **Recognize Stitches** command. Recognized stitch blocks contain a mixture of 'embroidery objects' and 'manual objects'.



| | | | | |
|----|---|---|---|------|
| 1 |  |  |  | 762 |
| 2 |  |  |  | 31 |
| 3 |  |  |  | 472 |
| 4 |  |  |  | 331 |
| 5 |  |  |  | 420 |
| 6 |  |  |  | 275 |
| 7 |  |  |  | 2254 |
| 8 |  |  |  | 6 |
| 9 |  |  |  | 46 |
| 10 |  |  |  | 327 |
| 11 |  |  |  | 1865 |
| 12 |  |  |  | 89 |

Recognized stitch blocks contain mixture of 'embroidery objects' and 'manual objects'



Note: Even after recognition, the density of manual objects increases or decreases with design size. Thus you should not scale these designs by more than $\pm 10\%$ or some areas may be too thickly or too thinly covered.

Supported embroidery files

Details are provided here of the embroidery file types supported by Hatch Embroidery.



Note: Embroidery files fall into two broad categories – ‘all-in-one’ design files and machine files. Design files are generally ones you open and modify in the software. Machine files are generally ones you send to machine for production. There is some inter-convertibility between the two formats. Note that you can filter your design library between these two broad categories. See also [Embroidery files](#), pg 93.

Embroidery files

Hatch Embroidery supports the following embroidery file formats:

| Format | File | Description | Read | Write |
|---------------------------|------|--|------|-------|
| Wilcom EMB design | EMB | Wilcom ‘all-in-one’ design file (up to & including the latest EMB format) | • | • |
| BERNINA | ART | BERNINA ‘all-in-one’ design file | • | |
| Janome | JAN | JANOME ‘all-in-one’ design file | • | |
| Wilcom Cross Stitch | EMX | ^ Wilcom Cross Stitch design file | • | ○ |
| Great Notions | GNC | Great Notions production file | • | |
| Melco Condensed | CND | Melco ‘condensed’ design file | • | |
| BERNINA / Melco | EXP | Melco embroidery design file. Also used for newer BERNINA embroidery USB format. | • | • |
| Tajima | DST | ‡ Used for main types of Tajima machines | • | • |
| BERNINA Cross Stitch | ARX | BERNINA cross stitch file | • | |
| Deco / Brother / Babylock | PES | Deco, Brother, Babylock production file | • | • |
| Deco / Brother / Babylock | PEC | Deco, Brother, Babylock production file | • | • |
| Elna | EMD | Elna production file | • | • |
| Janome / Elna / Kenmore | SEW | JANOME/Elna/Kenmore production file | • | • |
| Janome | JPX | JANOME/Elna/Kenmore production file | • | • |
| Janome / Elna / Kenmore | JEF | JANOME/Elna/Kenmore production file | • | • |
| Janome / Elna / Kenmore | JEF+ | JANOME/Elna/Kenmore production file | • | |

^ Hatch Embroidery can write EMX with the Hatch Cross Stitch GEM ‡ DST files can be read by MB-4 machines.

| Format | File | Description | Read | Write |
|--|-------|---|------|-------|
| Husqvarna / Viking | HUS | Husqvarna/Viking/Pfaff production file | • | • |
| Husqvarna / Viking | SHV | Husqvarna/Viking/Pfaff production file | • | • |
| Husqvarna / Viking / Pfaff | VIP | Husqvarna/Viking/Pfaff production file | • | • |
| Husqvarna / Viking / Pfaff | VP3 | Husqvarna/Viking/Pfaff production file | • | • |
| Pfaff | PCD | Pfaff production file | • | • |
| Pfaff | PCM | Pfaff production file | • | • |
| Pfaff | PCQ | Pfaff production file | • | • |
| Pfaff | PCS | Pfaff production file | • | • |
| Singer / Poem / Huskygram | CSD | Singer / Poem / Huskygram production file | • | • |
| Singer | XXX | Singer production file | • | • |
| OESD Project | ART42 | OESD 'all-in-one' design file | • | |
| ^ Hatch Embroidery can write EMX with the Hatch Cross Stitch GEM ‡ DST files can be read by MB-4 machines. | | | | |

Design templates

Hatch Embroidery supports the following design template formats:

| Format | File | Description | Grade | Read | Write |
|--------------------|------|-------------------------|-------|------|-------|
| Hatch Template | JMT | Hatch design template | A | • | • |
| Wilcom Template | EMT | Wilcom design template | A | • | |
| Digitizer Template | JMT | JANOME design template | A | • | |
| BERNINA Template | AMT | BERNINA design template | A | • | |

JPX file format

The JPX production file format includes a JPG image, in addition to the embroidery, of any graphics included in the design. This provides you with a better means of visually aligning embroidery on a printed item when hooped in the machine.

Older machines display only thread codes and not the specific brand. This causes confusion as the same code across two (or more) different brands of thread may be completely different colors. With newer JANOME MemoryCraft machines, a thread brand ID identifying the thread chart is now recognized. The specific brand is displayed on the machine itself.

Supported artwork

Artwork can be imported into Hatch Embroidery in both vector and bitmap formats. Generally speaking, vector images preserve the picture quality when resized, whereas bitmap images cause problems of pixilation and image degradation when enlarged or scaled down. However, any scaling required should be done before importing into the software as the importing operation automatically transforms vector images into bitmaps.

Supported vector file formats

Embroidery mode supports the following vector formats:

| Extension | Format | Read | Write |
|--|-------------------------------|------|-------|
| DXF | AutoCAD | ● | |
| EMF | Enhanced Metafile | ● | |
| EPS | Encapsulated PostScript | ● | |
| WMF | Windows Metafile | ● | |
| CDR | CorelDRAW® vector file format | ○ | ○ |
| ● Included as standard ○ Modular 'GEM' (or compatible version of CorelDRAW®) | | | |

Supported bitmap file formats

Embroidery mode also supports the following bitmap formats:

| Extension | Format | Read | Write |
|-----------|---------------------------|------|-------|
| BMP | Windows Bitmap | ● | ● |
| JPG | JPEG File Interchange | ● | ● |
| PNG | Portable Network Graphics | ● | ● |



Note: If your Hatch Embroidery installation is linked to a compatible version of CorelDRAW® Graphics Suite, you can open many more formats – bitmap or vector – and transfer them to **Embroidery Mode**.

Personal data

Hatch Embroidery allows you to create files or 'assets' of various kinds during normal use. The most important of these are your actual embroidery designs. But there are other assets you may create, such as design templates, custom motifs and borders. These are preserved from installation to installation, whether installing a new version of Hatch Embroidery or an update patch. However, it's a good idea to familiarize yourself with the locations and file names of your custom assets for various reasons...

- ◀ In the first instance, you should back up your custom assets in case of computer crash.
- ◀ Also, you may want to share assets with other Hatch Embroidery users, or install third-party assets such as custom fonts.
- ◀ Finally, if you want to install your software to a new computer, you will need to manually copy the contents of your asset folders to the new locations.



Tip: In order to preserve any custom assets, do not uninstall your existing version of Hatch Embroidery. Any new updates can be installed over top of your existing installation. If you want to move Hatch Embroidery to another PC, you will need to manually transfer any custom assets you have created or received from third parties.

Custom assets

Hatch Embroidery allows you to create files or 'assets' of various kinds during normal use. The most important of these are your actual embroidery designs. There are other assets you may create such as design templates, custom motifs and borders, and keyboard design collections. These assets are preserved from installation to installation, whether installing a new version of Hatch Embroidery or an update patch. For more information about custom assets, refer to...

| Assets | Description |
|------------------------------|--|
| Embroidery and other designs | The built-in 'embroidery library' makes it easy to search, sort and browse all embroidery designs on your system. Any folder containing embroidery designs can be included in the navigation tree. See also Manage design folders (User Guide). |
| Custom motifs and borders | Motif stamps are ready-made design elements, such as hearts, leaves or geometric patterns which are contained in libraries or 'sets'. You can define your own stamps for individual use or for use in motif runs or fills. Similarly, you can create your own borders for use in monograms. See also Custom objects (User Guide). |
| Keyboard design collections | Embroidery character designs are very popular. Many hobbyists buy these from third-party suppliers. Naturally, embroiderers want to be able to use them in Hatch Embroidery by mapping to keyboard characters. The Keyboard Design Collection (KDC) feature provides a convenient way to do this. See also Keyboard Design Collections (User Guide). |
| Carving stamps | The Carving Stamp feature allows you to select object outlines from the design window and apply them directly as stamps or save them to a library for future reference. You can use vector or embroidery objects as a basis for stamps. See also Carving stamps (User Guide). |
| Design templates | Templates are special files used to store fabrics, objects and default settings. Use templates when digitizing frequently-used design types so that you do not have to adjust current settings every time. See also Design templates (User Guide). |

| Assets | Description |
|---------------|---|
| Thread charts | The thread charts contained in the software represent the many different brands and colors of thread available. You can modify thread charts to reflect the threads you are currently using. You can even create your own. See also Thread charts (User Guide). |
| Custom hoops | The software allows you to define your own hoops and save for later use or associate with a custom machine type. Custom hoops are needed because new hoops become available for sewing machines more frequently than the software is updated. See also Hoop selection (User Guide). |



Note: In order to preserve any custom assets, do not uninstall your existing version of Hatch Embroidery. Any new updates can be installed over top of your existing installation. If you want to move your Hatch Embroidery to another PC, you will need to manually transfer any custom assets you have created or received from third parties.

Custom asset locations

User data – including custom fabrics, templates, motifs, borders, and keyboard design collections – is stored in dedicated folders. Familiarize yourself with them so you know where all your custom assets are located. Go to...

| Custom assets | C:\ProgramData\Wilcom\Hatch Embroidery | File types |
|-----------------------------|--|--------------------|
| Auto fabrics | \RES\AUTOFABRIC | userdefined.autost |
| Hoops | \RES\Hoops | USRHOOPS.DSC |
| Thread charts | \RES\ThreadCharts | *.TCH |
| Machines | \RES\Machines | UserBrands.txt |
| Motifs | \MOTIFS | *.ESA |
| Templates | \TEMPLATE | *.JMT |
| Carving stamps | \STAMPS | *.ESA |
| Borders | \BORDERS | *.ESA |
| Custom fonts | \FONTS | *.ESA |
| Keyboard design collections | \FONTS | *.KDC |

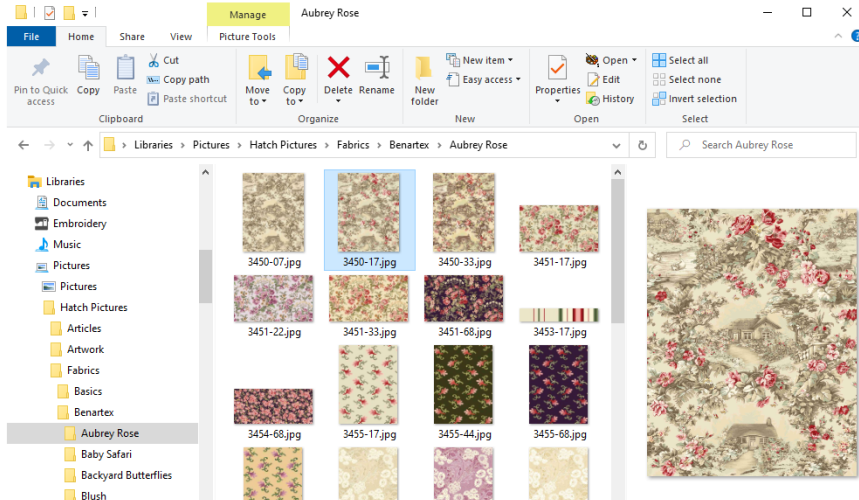
Graphical data is stored in a separate library. Go to...

| Custom assets | C:\Users\Public\Public Pictures\Hatch Pictures | File types |
|---------------|--|--------------|
| Articles | \Articles | *.PNG |
| Fabrics | \Fabrics | *.JPG, *.BMP |



Note: Some data folders will only be created when Hatch Embroidery is opened for the first time after restarting your system.

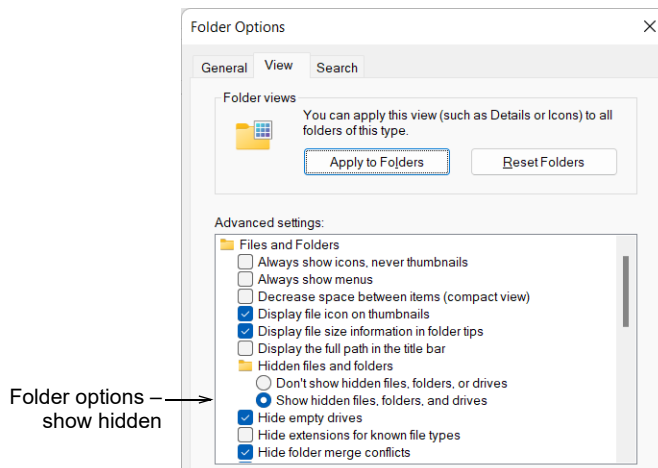
In **File Explorer**, you can navigate to the precise location of your Hatch Embroidery assets using the navigation tree on the left of the window, or simply by typing or copying the path name into the address field and pressing **Enter**.



Whenever you install updates or upgrades to your existing software, the above folder structure, together with any custom assets, will be preserved. However, if you install your software to another PC, you will need to manually copy the contents of these folders to the new location.



Note: The C:\ProgramData folder may be hidden on some PCs depending on the permissions of the user who is logged in. See also [Show hidden folders](#), pg 107.



Personal designs & artwork

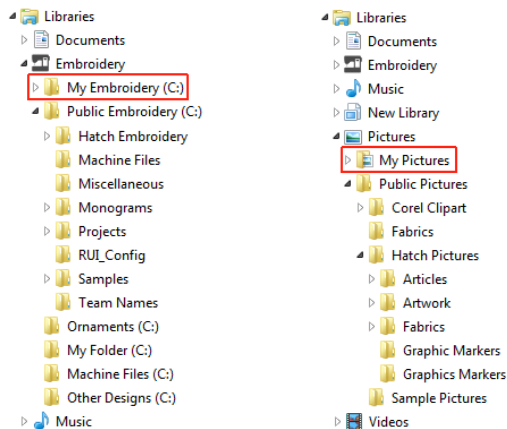
Amongst your most important assets are of course your embroidery designs and any artwork files you may use. These can potentially be saved anywhere on your system. By default however...

- Any designs, cutting files, or machine files that you save from Hatch Embroidery will be saved by default to the **My Embroidery** folder at the location...

C:\Users\

- If you save to a different location, MS Windows® will continue saving to that location until you change it again.
- Similarly, any artwork you save from Hatch Embroidery will be saved by default to the **My Pictures** folder at the location...

C:\Users\

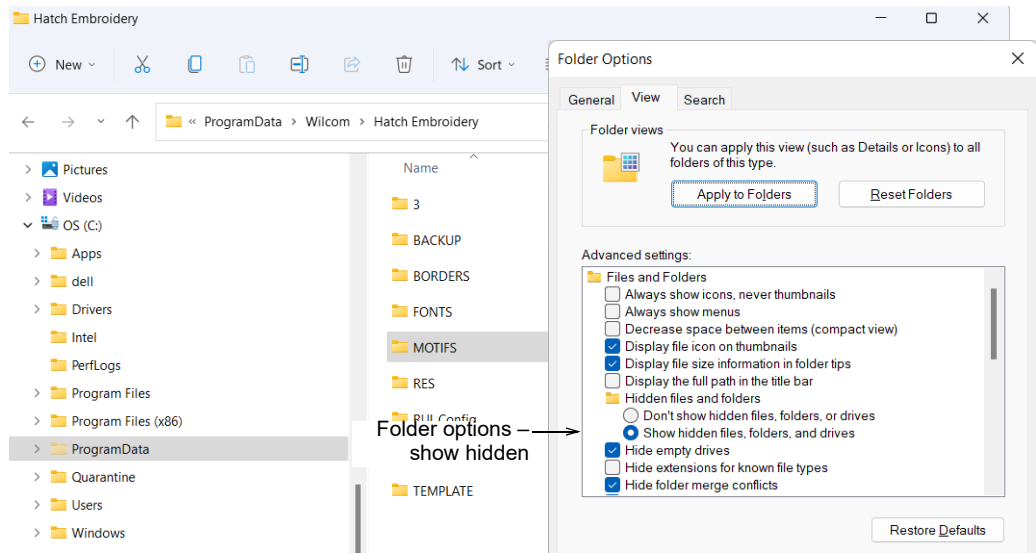


Note: Whenever you install updates or upgrades to your existing software, the above folders will be preserved. However, if you install your software to another PC, you will need to manually copy the contents of the **My Embroidery** and **My Pictures** folders to the new location.

Show hidden folders

If you need to manually copy the contents of your asset folders to a new location, you may find that the C:\ProgramData folder is hidden on your PC, depending on your login permissions. To view the folder structure, go to the **Folder Options** in **File**

Explorer and tick the **Hidden items** option. This will reveal the 'ProgramData' folder and all its contents.



STANDARD FONTS

The table below includes all embroidery fonts that are standard with your Hatch Embroidery. Categories include:

| Font style | Description |
|---|--|
| Appliqué fonts , pg 111 | Created especially for appliqué, containing all the required outline, tack and cover stitches. Great for use on large scale and to reduce stitch count. |
| Block fonts , pg 111 | San-serif typeface style, very common with names and business logos. A great style for embroidery as it is clear and easy to read. |
| Fancy fonts , pg 114 | Anything that is not 'blocky' can be used in a decorative way, depending on the style of logo. |
| Monogram fonts , pg 118 | Especially designed for monogramming purposes – commonly used for creating initials popular with gifts such as towels and linen. |
| Outline fonts , pg 119 | Commonly used for sports wear, on back of jackets. Work best at larger scale. |
| Run stitch fonts , pg 120 | Commonly used for small lettering, anything under 5mm and where satin column are not suitable. |
| Script fonts , pg 121 | Fluid strokes where characters connect, resembling a hand written style. |
| Serif fonts , pg 123 | Older style font which includes an embellishment at the ends of the stroke, popular with sportswear. |
| Small fonts , pg 125 | Fonts which are 6mm and below, including satin stitch columns with push and pull adjustments. |
| Special fonts , pg 126 | Graphical, multi-colors and fill effects are some of the things that are associated with special fonts. Commonly used for decorative purposes. |
| Non-Roman fonts , pg 127 | This category includes Cyrillic, Greek and Japanese fonts. |
| KDC fonts , pg 129 | Embroidery character designs are very popular. Many hobbyists buy these from third-party suppliers. A number of sample KDC fonts are included in the software. |

About embroidery fonts

Embroidery fonts are specially digitized to stitch cleanly and consistently. For best results they should be used within recommended size ranges, as very small or large lettering, especially lower-case characters, can affect stitch quality. Hatch Embroidery also supports special characters – where available in the font – and applies preset join methods to control how letters connect during stitching, helping

to balance appearance and efficiency by minimizing trims, preserving original digitizing, or hiding joins in textured fabrics.

Minimum & maximum sizes

For best results when stitching, do not exceed the recommended maximum or minimum sizes. Note, however, that recommended maximum and minimum heights refer to UPPER CASE letters. Most embroidery fonts are digitized from an original TrueType Font (TTF), some of which have lower-case letters – e.g. 'a' and 'c' – which are about 70% the height of a capital letter. As a result, these letters may be too small to embroider neatly. You may need to increase the size of the lower-case characters to suit the embroidery.

TrueType Font Embroidery Letters

Special characters

You can create special characters in each font by holding down the **Alt** key on your keyboard and typing **0** (zero), its code, using the numbers on the keypad. For example, to type **ê** with the code **234**, type **Alt+0234**. The accented letter will appear when you release the **Alt** key. See also [Insert special characters](#) (User Guide).



Note: Not **all** characters are available in **all** fonts.







Join method

The lettering join method is preset to give the best results for each font. Options include:

| Join | Purpose |
|-----------------|--|
| Closest join CJ | Letters are joined at the closest point. Use it to minimize trims. |
| As digitized AD | Letters are joined as they were digitized. Use it with fonts combining different fill stitch types or special effects. |

If you break apart a lettering object, the join method is lost as the object is no longer a lettering object. For further details about join methods, see [Split lettering](#) (User Guide).

Roman fonts

| Font | Sample | Recommended sizes | | | | Join method |
|---|---|-------------------|----|-----|----|-------------|
| | | Min | | Max | | |
| | | in. | mm | in. | mm | |
| Appliqué fonts | | | | | | |
| College Appliqué |  | 1.0 | 25 | 3.2 | 80 | AD |
| Block fonts | | | | | | |
| Angle Block |  | 0.4 | 10 | 1.2 | 30 | CJ |
| Art Block |  | 0.4 | 10 | 1.6 | 40 | CJ |
| Avant Garde | *  | 0.3 | 8 | 1.2 | 30 | CJ |
| Bauhaus | *  | 0.3 | 8 | 1.0 | 25 | CJ |
| Block1 |  | 0.3 | 8 | 0.8 | 20 | CJ |
| ^ New to Hatch 4 * Hatch Digitizer only | | | | | | |

| Font | Sample | Recommended sizes | | | | Join method |
|-----------------|---|-------------------|----|-----|----|-------------|
| | | Min | | Max | | |
| | | in. | mm | in. | mm | |
| Block2 | ABCDEF abcdef 0123456789 | 0.25 | 6 | 0.8 | 20 | CJ |
| Block2-Auto | ABCDEF abcdef 0123456789 | 0.25 | 6 | 0.8 | 20 | CJ |
| Castle | ABCDEF abcdef 0123456789 | 0.6 | 15 | 1.0 | 25 | CJ |
| Endeavor | [^] [*] ABCDEF abcdef 0123456789 | 0.4 | 10 | 1.4 | 35 | CJ |
| Folio Condensed | ABCDEF abcdef 0123456789 | 0.3 | 7 | 1.0 | 25 | CJ |
| Futura | ABCDEF abcdef 0123456789 | 0.4 | 10 | 0.8 | 20 | CJ |
| Helvetica | ABCDEF abcdef 0123456789 | 0.3 | 8 | 1.2 | 30 | CJ |
| Microgramma | ABCDEF abcdef 0123456789 | 0.4 | 10 | 1.0 | 25 | CJ |

[^] New to Hatch 4 ^{*} Hatch Digitizer only

| Font | Sample | Recommended sizes | | | | Join method |
|--------------|------------------------------------|-------------------|----|-----|-----|-------------|
| | | Min | | Max | | |
| | | in. | mm | in. | mm | |
| Mystic | ^ * ABCDEF abcdef 0123456789 | 0.3 | 8 | 0.8 | 20 | CJ |
| Narrow Block | ABCDEF abcdef 0123456789 | 0.7 | 18 | 2.5 | 65 | CJ |
| Platinum | ^ ABCDEF abcdef 0123456789 | 0.4 | 10 | 1.4 | 35 | CJ |
| Slim Block | ABCDEFGHIJK 0123456789 | 1.0 | 25 | 5.0 | 125 | CJ |
| Square Block | * ABCDEF abcdef 0123456789 | 0.4 | 10 | 1.4 | 35 | CJ |
| Swiss | * ABCDEF abcdef 0123456789 | 0.4 | 10 | 1.2 | 30 | CJ |

^ New to Hatch 4 * Hatch Digitizer only

| Font | Sample | Recommended sizes | | | | Join method |
|---|---|-------------------|----|-----|----|-------------|
| | | Min | | Max | | |
| | | in. | mm | in. | mm | |
| Tahoma | * ABCDEF abcdef 0123456789 | 0.3 | 8 | 1.2 | 30 | CJ |
| Text Block | * ABCDEF abcdef 0123456789 | 0.3 | 8 | 1.0 | 25 | CJ |
| Urbane | * ABCDEF abcdef 0123456789 | 0.4 | 10 | 0.8 | 20 | CJ |
| Verdana | * ABCDEF abcdef 0123456789 | 0.3 | 8 | 1.0 | 25 | CJ |
| Fancy fonts | | | | | | |
| Addison | ^ * <i>ABCDEF abcdef</i> <i>0123456789</i> | 0.4 | 10 | 1.0 | 25 | CJ |
| Anaconda | * <i>Q8C9E7 abcdef</i> <i>0123456789</i> | 0.4 | 10 | 1.0 | 25 | CJ |
| Arnold | * <i>ABCDEF abcdef</i> <i>0123456789</i> | 0.5 | 12 | 0.6 | 17 | CJ |
| Carla | * <i>ABCDEF abcdef</i> <i>0123456789</i> | 0.4 | 10 | 1.0 | 25 | CJ |
| ^ New to Hatch 4 * Hatch Digitizer only | | | | | | |

| Font | Sample | Recommended sizes | | | | Join method |
|-------------|--|-------------------|----|-----|----|-------------|
| | | Min | | Max | | |
| | | in. | mm | in. | mm | |
| Catalan | ^ * ABCDEF abcdef 0123456789 | 0.4 | 10 | 0.7 | 18 | CJ |
| Charcuterie | ABCDEF abcdef 0123456789 | 0.8 | 20 | 1.6 | 40 | CJ |
| Comics | ABCDEF abcdef 0123456789 | 0.4 | 10 | 1.0 | 25 | CJ |
| Croissant | * ABCDEF abcdef 0123456789 | 0.3 | 8 | 0.7 | 18 | CJ |
| Curly | ABCDEF abcdef 0123456789 | 0.7 | 18 | 1.6 | 40 | CJ |
| Enviro | * ABCDEF abcdef 0123456789 | 0.6 | 15 | 1.6 | 40 | CJ |
| Felt Tip | ABCDEF abcdef 0123456789 | 0.4 | 10 | 1.2 | 30 | CJ |
| Flash | ABCDEF abcdef 0123456789 | 0.3 | 8 | 1.0 | 25 | CJ |

^ New to Hatch 4 * Hatch Digitizer only

| Font | Sample | Recommended sizes | | | | Join method |
|--------------------|---|-------------------|----|-----|----|-------------|
| | | Min | | Max | | |
| | | in. | mm | in. | mm | |
| Flourish Light | * <i>ABCDEFGHIJ abcdef</i> <i>0123456789</i> | 0.8 | 20 | 1.2 | 30 | AD |
| Fluky | ^ * <i>ABCDEFGHIJ abcdef</i> <i>0123456789</i> | 0.4 | 10 | 1.4 | 35 | CJ |
| Hana | <i>ABCDEFGHIJ abcdef</i> <i>0123456789</i> | 0.6 | 15 | 0.8 | 20 | CJ |
| Handicraft | <i>ABCDEFGHIJ abcdef</i> <i>0123456789</i> | 0.4 | 10 | 1.0 | 25 | CJ |
| Hobo | * <i>ABCDEFGHIJ abcdef</i> <i>0123456789</i> | 0.3 | 8 | 0.8 | 20 | CJ |
| Kids | * <i>ABCDEFGHIJ abcdef</i> <i>0123456789</i> | 0.4 | 10 | 0.8 | 20 | CJ |
| Kindergarten Block | <i>ABCDEFGHIJK</i> <i>0123456789</i> | 0.4 | 10 | 1.0 | 25 | CJ |






^ New to Hatch 4 * Hatch Digitizer only

| Font | Sample | Recommended sizes | | | | Join method |
|--------------------|---------------------------------|-------------------|----|-----|----|-------------|
| | | Min | | Max | | |
| | | in. | mm | in. | mm | |
| Lublik | * ABCDEF abcdef 0123456789 | 0.4 | 10 | 0.8 | 20 | CJ |
| Mandarin | ABCDEFGHIJK 0123456789 | 0.4 | 10 | 0.6 | 15 | CJ |
| Old English | ABCDEF abcdef 0123456789 | 0.8 | 20 | 1.2 | 30 | CJ |
| Orient Express | * ABCDEF abcdef 0123456789 | 0.4 | 10 | 0.8 | 20 | CJ |
| Pacific North West | ABCDEFGHIJK 0123456789 | 1.0 | 25 | 1.6 | 40 | CJ |
| Racetrack | ^ * ABCDEF abcdef 0123456789 | 0.3 | 8 | 1.2 | 30 | CJ |
| Racer | * ABCDEF abcdef 0123456789 | 0.4 | 10 | 0.6 | 15 | CJ |
| Speedy | * ABCDEF abcdef 0123456789 | 0.3 | 8 | 0.6 | 15 | CJ |

^ New to Hatch 4 * Hatch Digitizer only

| Font | Sample | Recommended sizes | | | | Join method |
|-----------|--|-------------------|----|-----|----|-------------|
| | | Min | | Max | | |
| | | in. | mm | in. | mm | |
| Staccato | * <i>ABCDEF abcdef</i> <i>0123456789</i> | 0.6 | 15 | 1.0 | 25 | CJ |
| Swaddle | ^ * ABCDEF abcdef 0123456789 | 0.25 | 6 | 0.7 | 18 | CJ |
| Woodstock | A B C D E F abcdef 0123456789 | 0.3 | 8 | 0.8 | 20 | CJ |

Monogram fonts

| | | | | | | |
|----------------|---|-----|----|-----|-----|----|
| Fancy Monogram |  | 2.0 | 50 | 4.0 | 100 | CJ |
| |  | | | | | |
| |  | | | | | |
| |  | | | | | |
| |  | | | | | |

^ New to Hatch 4 * Hatch Digitizer only

| Font | Sample | Recommended sizes | | | | Join method |
|---|-------------------------|-------------------|----|-----|----|-------------|
| | | Min | | Max | | |
| | | in. | mm | in. | mm | |
| Octagon Monogram | AAA BBB CCC DDD EEE | 0.7 | 18 | 2.4 | 60 | CJ |
| | FFF GGG HHH III JJJ | | | | | |
| | KKK LLL MMM NNN OOO | | | | | |
| | PPP QQQ RRR SSS TTT | | | | | |
| | UUU VVV WWW XXX YYY ZZZ | | | | | |
| Point Monogram | AAA BBB CCC DDD EEE | 0.7 | 18 | 2.9 | 75 | CJ |
| | FFF GGG HHH III JJJ | | | | | |
| | KKK LLL MMM NNN OOO | | | | | |
| | PPP QQQ RRR SSS TTT | | | | | |
| | UUU VVV WWW XXX YYY ZZZ | | | | | |
| Seal Monogram | AAA BBB CCC DDD EEE | 0.8 | 20 | 2.4 | 60 | CJ |
| | FFF GGG HHH III JJJ | | | | | |
| | KKK LLL MMM NNN OOO | | | | | |
| | PPP QQQ RRR SSS TTT | | | | | |
| | UUU VVV WWW XXX YYY ZZZ | | | | | |
| Outline fonts | | | | | | |
| ^ New to Hatch 4 * Hatch Digitizer only | | | | | | |

| Font | Sample | Recommended sizes | | | | Join method |
|---|--|-------------------|----|-----|----|-------------|
| | | Min | | Max | | |
| | | in. | mm | in. | mm | |
| Detex Normal | A B C D E F G H I J K 0 1 2 3 4 5 6 7 8 9 | 0.4 | 9 | 1.2 | 30 | CJ |
| News Outline * | A B C D E F G H I J K 0 1 2 3 4 5 6 7 8 9 | 0.8 | 20 | 1.8 | 45 | CJ |
| Run stitch fonts | | | | | | |
| Quilting Text * | A B C D E F a b c d e f 0 1 2 3 4 5 6 7 8 9 | 0.2 | 5 | 1.0 | 25 | AD |
| Run Block | A B C D E F a b c d e f 0 1 2 3 4 5 6 7 8 9 | 0.2 | 5 | 0.5 | 12 | AD |
| Run Cardigan * | A B C D E F a b c d e f 0 1 2 3 4 5 6 7 8 9 | 0.2 | 5 | 0.5 | 12 | AD |
| Run Dainty Script | A B C D E F a b c d e f 0 1 2 3 4 5 6 7 | 0.2 | 5 | 3.9 | 10 | AD |
| Run Freehand | A B C D E F a b c d e f 0 1 2 3 4 5 6 7 8 9 | 0.2 | 5 | 0.5 | 12 | AD |
| ^ New to Hatch 4 * Hatch Digitizer only | | | | | | |

| Font | Sample | Recommended sizes | | | | Join method |
|---|--|-------------------|----|-----|----|-------------|
| | | Min | | Max | | |
| | | in. | mm | in. | mm | |
| Run Liberty | * <i>ABCDEF abcdef</i> <i>0123456789</i> | 0.2 | 5 | 0.5 | 12 | AD |
| Run Murray Hill | <i>ABCDEF abcdef</i> <i>0123456789</i> | 0.2 | 5 | 0.5 | 12 | AD |
| Run Script | <i>ABCDEF abcdef</i> <i>0123456789</i> | 0.2 | 5 | 0.5 | 12 | AD |
| Script fonts | | | | | | |
| Ballantines Script | <i>ABCDEF abcdef</i> <i>0123456789</i> | 1.2 | 30 | 1.4 | 35 | CJ |
| Book Script | <i>ABCDEF abcdef</i> <i>0123456789</i> | 0.4 | 10 | 1.2 | 30 | CJ |
| Cayman | * <i>ABCDEF abcdef</i> <i>0123456789</i> | 0.4 | 10 | 1.0 | 25 | CJ |
| Chancery | * <i>ABCDEF abcdef</i> <i>0123456789</i> | 0.6 | 17 | 1.0 | 25 | CJ |
| Edwardian Script | <i>ABCDEF abcdef</i> <i>0123456789</i> | 1.2 | 30 | 1.4 | 35 | CJ |
| ^ New to Hatch 4 * Hatch Digitizer only | | | | | | |

| Font | Sample | Recommended sizes | | | | Join method |
|----------------|---|-------------------|----|-----|----|-------------|
| | | Min | | Max | | |
| | | in. | mm | in. | mm | |
| Formal Script | * <i>ABCDEF abcdef</i> <i>0123456789</i> | 0.3 | 7 | 0.6 | 15 | CJ |
| Italian Script | <i>ABCDEF abcdef</i> <i>0123456789</i> | 0.6 | 15 | 1.0 | 25 | CJ |
| Orlando | ^ * <i>ABCDEF abcdef</i> <i>0123456789</i> | 0.3 | 8 | 1.5 | 13 | CJ |
| Poetic Script | * <i>ABCDEF abcdef</i> <i>0123456789</i> | 0.8 | 20 | 1.6 | 40 | CJ |
| Pomander | * <i>ABCDEF abcdef</i> <i>0123456789</i> | 1.6 | 40 | 2.5 | 65 | CJ |
| Script1 | <i>ABCDEF abcdef</i> <i>0123456789</i> | 0.6 | 15 | 1.2 | 30 | CJ |
| Script2 | <i>ABCDEF abcdef</i> <i>0123456789</i> | 0.5 | 12 | 1.0 | 25 | CJ |
| Script3 | * <i>ABCDEF abcdef</i> <i>0123456789</i> | 0.8 | 20 | 2.1 | 55 | CJ |


^ New to Hatch 4 * Hatch Digitizer only


| Font | Sample | Recommended sizes | | | | Join method |
|---|---|-------------------|----|-----|----|-------------|
| | | Min | | Max | | |
| | | in. | mm | in. | mm | |
| Script4 | <i>ABCDEF abcdef</i> <i>0123456789</i> | 1.2 | 30 | 2.0 | 50 | CJ |
| Upright Script | <i>ABCDEF abcdef</i> <i>0123456789</i> | 0.8 | 20 | 2.0 | 50 | CJ |
| Serif fonts | | | | | | |
| Athletica | ABCDEFGHIJK 0123456789 | 0.4 | 10 | 1.2 | 30 | CJ |
| Bodoni | ABCDEF abcdef 0123456789 | 0.6 | 15 | 0.8 | 20 | CJ |
| Casual Serif | ABCDEF abcdef 0123456789 | 0.4 | 10 | 1.4 | 35 | CJ |
| Cheltenham Tall | * ABCDEF abcdef 0123456789 | 0.4 | 10 | 0.8 | 20 | CJ |
| City Medium | ABCDEF abcdef 0123456789 | 0.3 | 8 | 0.8 | 20 | CJ |
| ^ New to Hatch 4 * Hatch Digitizer only | | | | | | |

| Font | Sample | Recommended sizes | | | | Join method |
|-------------|---|-------------------|----|-----|----|-------------|
| | | Min | | Max | | |
| | | in. | mm | in. | mm | |
| College | ABCDEFGHIJK 0123456789 | 0.4 | 10 | 0.8 | 20 | CJ |
| Copperplate | ABCDEFGHIJK 0123456789 | 0.4 | 10 | 0.8 | 20 | CJ |
| Garamond | ABCDEF abcdef 0123456789 | 0.6 | 15 | 0.8 | 20 | CJ |
| Schoolbook | * ABCDEF abcdef 0123456789 | 0.6 | 15 | 1.2 | 30 | CJ |
| Seagull | ^ ABCDEF abcdef 0123456789 | 0.4 | 10 | 0.8 | 20 | CJ |
| Serif1 | ABCDEF abcdef 0123456789 | 0.3 | 8 | 0.6 | 15 | CJ |
| Serif2 | * ABCDEF abcdef 0123456789 | 0.5 | 12 | 0.6 | 15 | CJ |
| Serif3 | * ABCDEF abcdef 0123456789 | 0.4 | 10 | 1.2 | 30 | CJ |

^ New to Hatch 4 * Hatch Digitizer only

| Font | Sample | Recommended sizes | | | | Join method |
|---|---|-------------------|----|-----|----|-------------|
| | | Min | | Max | | |
| | | in. | mm | in. | mm | |
| Souvenir | * ABCDEF abcdef 0123456789 | 0.3 | 8 | 0.8 | 20 | CJ |
| Stencil Block | ABCDEFGHIJK 0123456789 | 0.4 | 10 | 0.6 | 15 | CJ |
| Times Roman | * ABCDEF abcdef 0123456789 | 0.6 | 15 | 1.0 | 25 | CJ |
| Typewriter | ABCDEF abcdef 0123456789 | 0.4 | 10 | 1.0 | 25 | CJ |
| Small fonts | | | | | | |
| Micro Block | * ABCDEFGHIJK 0123456789 | 0.25 | 6 | 0.8 | 20 | CJ |
| Miniature Block | ABCDEF abcdef 0123456789 | 0.25 | 6 | 0.6 | 15 | CJ |
| Queensgate | ABCDEF abcdef 0123456789 | 0.25 | 6 | 0.8 | 20 | CJ |
| Sm High Tower | * ABCDEF abcdef 0123456789 | 0.3 | 8 | 0.6 | 15 | CJ |
| ^ New to Hatch 4 * Hatch Digitizer only | | | | | | |

| Font | Sample | Recommended sizes | | | | Join method |
|---|---|-------------------|----|------|----|-------------|
| | | Min | | Max | | |
| | | in. | mm | in. | mm | |
| Small Block1 | * ABCDEF abcdef 0123456789 | 0.15 | 4 | 0.25 | 6 | CJ |
| Small Block2 | ABCDEF abcdef 0123456789 | 0.15 | 4 | 0.25 | 6 | CJ |
| Small Serif1 | * ABCDEF abcdef 0123456789 | 0.15 | 4 | 0.25 | 6 | CJ |
| Sm Script | <i>ABCDEF abcdef</i> <i>0123456789</i> | 0.15 | 4 | 0.25 | 6 | CJ |
| Times Small | ABCDEF abcdef 0123456789 | 0.4 | 10 | 0.6 | 15 | CJ |
| Special fonts | | | | | | |
| Antique Rose |  | 1.6 | 40 | 2.4 | 60 | AD |
| Engraved Serif | * ABCDEGHIJK 0123456789 | 1.0 | 25 | 2.0 | 50 | AD |
| ^ New to Hatch 4 * Hatch Digitizer only | | | | | | |

| Font | Sample | Recommended sizes | | | | Join method |
|----------------|--|-------------------|----|-----|----|-------------|
| | | Min | | Max | | |
| | | in. | mm | in. | mm | |
| Flair Script | <i>ABCDEF abcdef</i> <i>0123456789</i>  | 0.4 | 10 | 1.6 | 40 | CJ |
| 3D Foam Impact | * ABCDEF abcdef 0123456789 | 0.8 | 20 | 1.0 | 25 | AD |
| Invitation | * ABCDEFGHIJK 0123456789 | 1.0 | 25 | 2.0 | 50 | AD |
| Shadow Street | * ABCDEF abcdef 0123456789 | 0.6 | 15 | 1.0 | 25 | AD |

^ New to Hatch 4 * Hatch Digitizer only

Non-Roman fonts

| Font | Sample | Recommended sizes | | | | Join method |
|---------------|---|-------------------|----|-----|----|-------------|
| | | Min | | Max | | |
| | | in. | mm | in. | mm | |
| Greek | * ΑΒΧΔΕΦ αβχδεφ 0123456789 | 0.4 | 10 | 0.6 | 15 | CJ |
| Heisei Kaisho | ^ 光公功效勾厚口后向坑 培好孔孝宏工巧幸広庚 | 0.3 | 8 | 2.7 | 70 | CJ |

^ New to Hatch 4 * Hatch Digitizer only





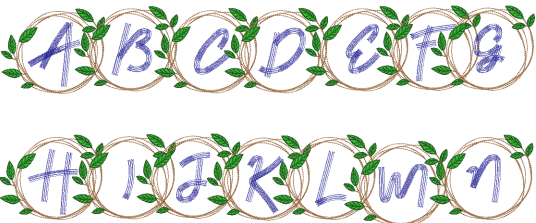
| Font | Sample | Recommended sizes | | | | Join method |
|-------------------|-----------------------|-------------------|----|-----|----|-------------|
| | | Min | | Max | | |
| | | in. | mm | in. | mm | |
| Heisei Kantei ^ | 平成勘亭 あいうえおアイウエオ | 0.4 | 10 | 2.7 | 70 | CJ |
| Heisei Gotic ^ | 平成ゴシック あいうえおアイウエオ | 0.4 | 10 | 2.7 | 70 | CJ |
| Heisei Gyosho ^ | 平成行書 あいうえおアイウエオ | 0.3 | 8 | 2.7 | 70 | CJ |
| Heisei Maru Gotic | 平成丸ゴシック あいうえおアイウエオ | 0.4 | 10 | 2.7 | 70 | CJ |
| Heisei Mincho ^ | 平成明朝 あいうえおアイウエオ | 0.4 | 10 | 2.7 | 70 | CJ |

^ New to Hatch 4 * Hatch Digitizer only



Note: You can insert Japanese characters from the **Insert Character** dialog or use **Google Translate** and copy and paste into Hatch Embroidery via the **Lettering** or **Monogramming** tools.

KDC fonts

| Font | Sample | Recommended sizes | | | | Join method |
|--------------|--|-------------------|-----|-----|-----|-------------|
| | | Min | | Max | | |
| | | in. | mm | in. | mm | |
| Bloom |  | 2.5 | 63 | 2.6 | 70 | AD |
| Cross stitch |  | 1.1 | 27 | 5.3 | 135 | AD |
| Nautical |  | 3.1 | 80 | 3.9 | 100 | AD |
| Redwork | *  | 3.9 | 100 | 7.8 | 200 | AD |
| Twine | *  | 3.9 | 100 | 7.8 | 200 | AD |

^ New to Hatch 4 * Hatch Digitizer only

QUICK REFERENCE

Hatch Embroidery uses toolbars and shortcut keys to provide quick and easy access to common commands. It can be opened via the desktop icon or MS Windows® Start menu. For a summary of software tools and keyboard shortcuts

available in Hatch Embroidery, refer to the topics below.



Note: The tools and commands described here are all available in the highest product level. Not all are applicable to other product levels.

Menus

The main menu is normally docked at the top of the screen above the design window. Use it to access common commands. As you get more familiar with them, you can speed things up using [Keyboard Shortcuts](#), pg 151. Many of these commands are also available as toolbar buttons. Some may not appear in the list or may be inactive depending on the level of software you own.



Note: Most standard MS Windows® **Alt** key shortcuts apply. Use the **Alt** key with the letter underlined in the menu. To cancel an operation, press **Esc** twice or click on the **Esc** icon on the toolbar.

File menu

| Command | Tip |
|-------------------|--|
| New blank design | Create new blank design based on default template, fabric and background settings. Shortcut <Ctrl+N> |
| New from template | Create new design based on selected template as well as fabric and background settings. |
| New from design | Create new design based on an existing design. |

| Command | Tip |
|--------------------|---|
| Open design | Open an existing embroidery design from hard disk or network drive. Shortcut <Ctrl+O> |
| Open recent design | Open design from a list of recently opened designs. |
| Open backup design | Open directly onto the backup folder for quick access to backup files in case of software failure. |
| Insert design | Import embroidery design files into the current design. |
| Insert artwork | Import vector or bitmap artwork into current design as backdrop for manual or automatic digitizing. |
| Save design | Save current design. Shortcut <Ctrl+S> |
| Save design as | Save current design with different name, location or format. |
| Save as template | Save current design as design template for future use. |
| Export design | Save current design as production file for use by machine. |
| Export cutting | Export current design or selected objects to SVG file format for cutting. |
| Print preview | View worksheets on screen. Print worksheets from this window. |

| Command | Tip |
|------------------------------|--|
| Print design | Print active design using current settings. Shortcut <Ctrl+P> |
| Transfer design | Transfer current design to preset design folder. Right-click for settings. |
| Send to device / machine | Send current design to an EmbroideryConnect device or embroidery machine via WLAN. |
| Read from Embroidery-Connect | Read designs from a connected EmbroideryConnect device into your Hatch software. |
| Cross Stitch | Access the Cross Stitch application. |
| Capture design image | Save design image as bitmap according to current settings. |
| Close design | Close current design tab. |
| Close all designs | Close all design tabs. |
| Sign out and release license | Exit program and sign out of Hatch account. |
| Exit program | Close all open designs and exit program. Shortcut <Alt+F4> |

Edit menu

| Command | Tip |
|-----------------------|--|
| Undo / Redo | Standard Windows commands. Cancel or re-apply preceding command or series of commands. Shortcut <Ctrl+Z/Y> |
| Cut / Copy / Paste | Standard Windows commands. Cut or copy selection and place on Clipboard. Paste contents to design window. Shortcut <Ctrl+X/C/V> |
| Duplicate | Duplicate selection without placing it on clipboard. Shortcut <Ctrl+D> |
| Duplicate with offset | Duplicate with preset offset. Create regular patterns of duplicates. Adjust setting via Embroidery Settings > Edit dialog. Shortcut <Ctrl+Shift+D> |
| Delete | Delete selection without placing it on clipboard. Shortcut |

| Command | Tip |
|--|--|
| Select / deselect all | Select or deselect all objects in current design. Shortcut <Ctrl+A> / <X> |
| Close shape with straight line / curved line | Close selected open outlines with straight or curved line. |
| Optimize color changes | Optimize design by reducing color changes to a minimum, while maintaining color layers. |
| Apply closest join | Join selected objects at closest point. Re-apply closest join after editing. Shortcut <J> |
| Sequence >> | Toggle display of Sequence docker. Sequence objects and color blocks in current design. Shortcut <Shift+L> |
| Sequence by selection order | Hold down <Ctrl> and click to select objects in current design. Select command to sequence objects in order of selection. |
| Break apart | Split composite objects – monograms, appliqués, lettering, etc – into components. Allows each to be edited individually. Shortcut <Ctrl+K> |
| Remove color change | Remove color changes in selected objects which have been manually inserted while traveling through design. |
| Regenerate stitches | Manually regenerate stitches for selected objects. Shortcut <G> |
| Recognize stitches | While machine files are generally not suited to modification, the software can 'recognize' object outlines, stitch types and spacing from stitch data. After opening a machine file, run the Recognize Stitches command to recognize stitch blocks as objects. |
| Adjust stitch spacing | Manually override stitch densities of selected objects or entire designs. |

| Command | Tip |
|-------------------------|---|
| Object properties >> | Open Object Properties docker to preset properties or adjust them for selected objects. |
| Copy object properties | Make properties of selected object current for the design. |
| Apply object properties | Apply current settings to selected objects. |

View menu

| Command | Tip |
|--------------------------|--|
| TrueView | Toggle simulation of stitched embroidery. Shortcut <T> |
| Show design | Toggle display of design elements. Click to open droplist of view settings. |
| Show hoop | Toggle hoop display. Shortcut <Shift+H> |
| Show hoop template | Toggle display of hoop template as an alternative to grid lines. Align design at correct location and orientation. |
| Show grid | Toggle grid display. Shortcut <Shift+G> |
| Show rulers | Toggle display of rulers and guides. Shortcut <Ctrl+R> |
| Stitch player | Simulate embroidery design stitchout onscreen in either stitch or TrueView. Shortcut <Shift+R> |
| Measure tool | Measure distances and angles on screen. Shortcut <M> |
| Zoom | Zoom in/out of workspace and zoom in on bounded areas to full window size. See also Zoom toolbar , pg 138. |
| Pan | Drag to pan across design at high zoom factors. Shortcut <P> |
| Previous view | Return to previous view. Shortcut <V> |
| Center at current stitch | Center currently selected stitch in design window. Shortcut <C> |
| Refresh screen | Refresh screen display. Shortcut <R> |

Arrange menu

| Command | Tip |
|-----------------|---|
| Group | Combine multiple objects into one selectable object grouping. Shortcut <Ctrl+G> |
| Ungroup | Split object grouping into component objects. Shortcut <Ctrl+U> |
| Lock | Lock selected objects to protect them during digitizing or editing. Shortcut <K> |
| Unlock selected | Unlock locked objects selected in the Sequence docker. |
| Unlock all | Unlock all locked objects in design. Shortcut <Shift+K> |
| View by color | View embroidery objects by color. |
| Hide selected | Hide selected object/s from view. |
| Hide unselected | Hide all objects apart from currently selected. |
| Unhide selected | Unhide hidden objects selected in the Sequence docker. |
| Unhide all | Restore all hidden objects to view. |
| Align | Access commands to align selected object tops, bottoms, right sides, left sides, etc. |
| Space | Access commands to distribute selected objects evenly down or across the screen. |

Machine menu

| Command | Tip |
|-------------------|---|
| Transfer design | Transfer current design to preset design folder. |
| Transfer settings | Preset file types required by selected machines, as well as file location on the network or PC. |

Design Settings menu

| Command | Tip |
|-------------------------------|--|
| Design information >> | View design information such as size and number of stitches. Add comments to print on worksheet. |
| Background and display colors | Set colors, fabrics, or articles as design backgrounds and set display colors. |
| Auto fabric | Modify design properties for stitchout on different fabric. |
| Auto start and end | Set auto start and end points for entire design. |
| Remove small stitches | Control automatic removal of small stitches. (Default set to 'Always'.) |
| Object properties >> | Open the Object Properties docker to preset properties or adjust for selected objects. |

Software Settings menu

| Command | Tip |
|-------------------------|--|
| User interface settings | Preset user interface (GUI) settings for tools, grids and guides, view settings, and scrolling options. |
| Embroidery settings | Preset default settings for machine file conversion, object duplication, overlap removal, appliqué, as well as hoop settings. |
| Manage auto fabrics | Create custom fabric settings to suit particular needs. |
| Manage thread charts | Create your own charts to represent the palette of threads you have available. Change code, name or chart for existing threads. |
| Manage motifs | If you have created custom motifs, you can manage them via this command. Rename or delete individual motifs or entire custom categories. |
| Manage borders | If you have created custom borders, manage them via this command. |

| Command | Tip |
|-----------------------------|---|
| Calibrate screen | Calibrate your monitor so that designs at 1:1 scale appear at real size. Do this when you first install the software, whenever you change your monitor, or adjust your monitor's horizontal or vertical controls. |
| Scanner setup | Set up scanner to interact directly with the software. |
| Customer experience program | Opt out of the customer experience improvement program as preferred. |

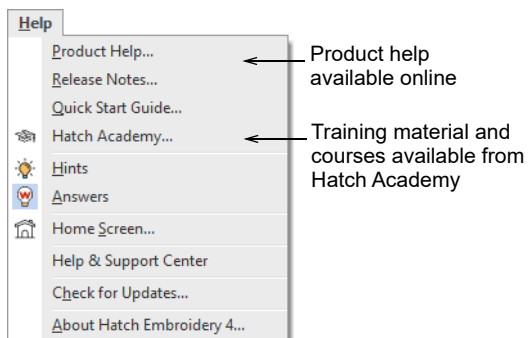
Window menu

| Command | Tip |
|----------------------------|--|
| Tile horizontal / vertical | Tile design windows with multiple designs. |
| Remove tiling | Remove any open tiling. |
| Dockers | Toggle display of dockers. |
| Toolbars | Toggle display of toolbars. |

Help menu

Refer to the **Help** menu for the following sources of information...

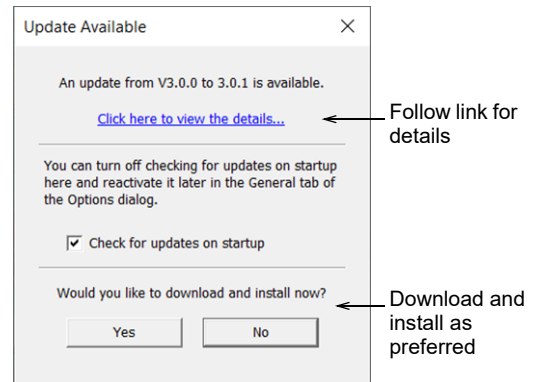
- ◀ 'Release Notes' and a 'Quick Start Guide' can be viewed and downloaded via the **Help** menu.



- ◀ Follow the link to [Product Help](#) to download a PDF of the entire Hatch Embroidery User Guide.

- ◀ A printed copy can also be ordered via [Product Help](#).
- ◀ The **Hints** docker provides a valuable learning resource from within the software. It can be activated via the **Help** menu. Each hint includes a brief feature summary together with a link to a short video.
- ◀ Note that 'just-in-time' help for each tool can also be accessed via **F1** keypress. Simply point to the tool and press **F1**.
- ◀ The **Help** menu also provides access to the [Hatch Academy](#). This resource provides free and paid online courses from Hatch and embroidery experts. Resources include embroidery basics, Hatch software training and projects.

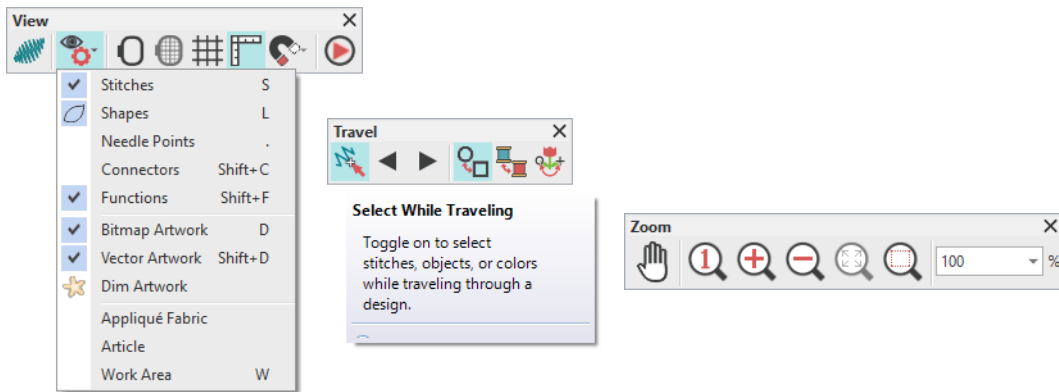
- ◀ Run the **Check for updates** command to check for periodic software updates.



Toolbars

You access commands in your design window using toolbar buttons. To activate a tool, simply move the mouse pointer over it,

and click with the left mouse button. Where applicable, right-click a tool to access settings.













Note: Not all tools and commands are applicable to all product levels.

Switch & Convert toolbar

Hatch Embroidery has a single 'design window' but you interact with it in different ways. The main operating modes are









accessed via the **Switch & Convert** toolbar. See also [The user interface](#), pg 3.

| Tool | Tip |
|--|---|
|  Home | Revisit the Home screen to access tutorials and other product information. |
|  Switch to Embroidery Mode | Digitize and edit embroidery designs. Display embroidery as well as artwork. View designs realistically in 3D simulation. |
|  Switch to Graphics Mode | Import, edit or create vector artwork as backdrop for embroidery digitizing, manual or automatic. |
|  Convert embroidery to artwork | Convert selected embroidery objects to vector artwork. |
|  Convert artwork to embroidery | Convert selected vector artwork to embroidery objects in Graphics Mode. |
|  Tag as appliqué | Tag selected vectors for conversion to appliqué embroidery. |
|  Keep Graphic Objects | When toggled on, artwork will be preserved during the conversion process. |
|  Match to embroidery palette | When toggled off, graphic colors are added to the embroidery design palette. When toggled on, graphic colors are matched to palette colors. |
|  Show embroidery | Toggle display of embroidery components in Graphics Mode. |
|  Design Explorer | Open Design Explorer window. |

Design Colors toolbar




You change thread colors for embroidery objects from the **Design Colors** toolbar. This is the simplest way to customize a design. The design colors you set are saved with the

current design. See also [Modify design colors](#) (User Guide).

| Tool | Tip |
|---|---|
|  Current color | View current design color. |
|  Pick color | Pick a color from design window and make it current. |
|  Apply color | Apply current color to embroidery objects. |
|  Add design color | Add color to end of the design palette. |
|  Remove design color | Remove unused color from end of the design palette. |
|  Hide unused colors | Toggle display of all unused colors in the design palette. |
|  Discard unused colors | Remove all unused colors from the design palette. |
|  Threads >> | Toggle display of Threads docker. Find threads from different charts and change design colors. Shortcut <Alt+T> |










Select toolbar










Use the **Select** toolbar to select or reshape objects.

| Tool | Tip |
|--|--|
|  Select | Select an object or group. Or drag selection marquee to select multiple enclosed objects or groups. Shortcut <O> |
|  Polygon select | Select an object or group by digitizing polygon line around them. Shortcut <Ctrl+L> |
|  Reshape | Reshape an object shape, edit stitch angles, or adjust entry and exit points. Shortcut <H> |

Standard toolbar

Use the **Standard** toolbar for commonly used functions such as opening, saving, and printing designs.

| Tool | Tip |
|--|--|
|  New blank design | Create new blank design based on default template, fabric and background settings. Shortcut <Ctrl+N> |
|  New from design | Create new design based on an existing design. |
|  Open design | Open existing embroidery design from hard disk or network drive. Shortcut <Ctrl+O> |
|  Open recent design | Open design from list of recently opened designs. |
|  Insert design | Insert existing embroidery design into current design. |
|  Insert artwork | Import vector or bitmap artwork into current design as backdrop for manual or automatic digitizing. |
|  Save design | Save current design. Shortcut <Ctrl+S> |
|  Export design | Export current design to machine file for stitching. |
|  Transfer design | Transfer current design to preset design folder. Right-click for settings. |

| Tool | Tip |
|---|--|
|  Send current design to device / machine | Send design to an EmbroideryConnect device or embroidery machine via WLAN. |
|  Print design | Print current design. Shortcut <Ctrl+P> |
|  Print preview | Preview worksheets. Print from preview window. |
|  Cut | Cut the selection and place on clipboard. Shortcut <Ctrl+X> |
|  Copy | Copy the selection and place on clipboard. Shortcut <Ctrl+C> |
|  Paste | Paste contents of the clipboard. Shortcut <Ctrl+V> |
|  Undo | Undo previous action. |
|  Redo | Redo previously undone action. |
|  Esc | Cancel current process and deselect any selected objects. |

Status bar

A **Status Bar** at the bottom of the design window provides continuous display of current cursor position status as well as instructions for use of selected tools.







Enter entry point W 129.8 H 55.6 X= -86.3 Y= -71.2 L= 111.9 A= -140 4,271 Pure Cotton EMB Grade: A

| Field | Notes |
|----------------|--|
| Prompt message | To guide you through use of selected functions. |
| Design size | Width (W) and height (H). |
| Coordinates | Current needle position (X/Y), and length (L) and angle (A) of current stitch. See also Workspace setup & measurement , pg 72. |

| Field | Notes |
|-----------------|--|
| Stitch count | Total number of stitches in design. |
| Current fabric | Fabric settings take into account the type of fabric you are stitching on. See also Fabrics & densities (User Guide). |
| Grade of design | Native EMB designs are classified in four grades depending on how the file was created. See Supported embroidery files , pg 101 for details. |






Travel toolbar




Use the **Travel** toolbar for design checking.

| Tool | Tip |
|---|---|
|  Select while traveling | Toggle on to select stitches, objects, or colors while traveling through a design. Only enabled when Stitch Edit tool is activated. |
|  Travel backward | Travel backwards through design. |
|  Travel forward | Travel forwards through design. |
|  Jump by object | Use in conjunction with Forward and Back icons to travel to previous or next objects. |
|  Jump by color | Use in conjunction with Forward and Back icons to travel to previous or next color change. |
|  Jump to start/end | Use in conjunction with Forward and Back icons to travel to start or end of design. |

View toolbar








Use the **View** toolbar to set design view settings and other commonly used functions.

| Tool | Tip |
|---|---|
|  TrueView | Toggle simulation of stitched embroidery. Shortcut <T> |
|  Show design | Toggle display of design elements. Click to open droplist of view settings. |
|  Show hoop | Toggle hoop display. Right-click for settings. Shortcut <Shift+H> |
|  Show hoop template | Toggle hoop template display. |
|  Show grid | Toggle grid display. Right-click for settings. Shortcut <Shift+G> |

| Tool | Tip |
|--|--|
|  Show rulers & guides | Toggle display of rulers and guides. Right-click for settings. Shortcut <Ctrl+R> |
|  Snap | Click to show the available snap-to toggles. Right-click for settings. |
|  Stitch player | Simulate embroidery design stitchout onscreen in either stitch or TrueView. Shortcut <Shift+R> |

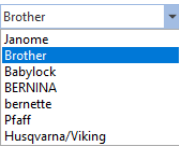
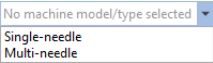
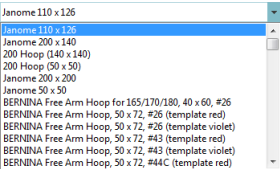
Zoom toolbar







Use the **Zoom** toolbar to zoom and pan across designs.





| Tool | Tip |
|---|---|
|  Pan | Pan across design at high zoom factors. Shortcut <P> |
|  Zoom 1:1 | Display design at actual size. Shortcut <1> |
|  Zoom in | Zoom in for more design detail. Shortcut <+> |
|  Zoom out | Zoom out for broader view. Shortcut <-> |
|  Zoom to fit | Display whole design in design window. Shortcut <0> (zero) |
|  Zoom | Zoom on a specific area of design window. Shortcut |
|  | Use Zoom Scale to display design at a specific scale, or zoom to article or hoop. |

Design window tools

The following tools are available by default with nothing selected.







| Droplist | Tip |
|--|--|
|  | Select machine brand for current design. |
|  | Select from list of models or types – single or multi-needle – associated with selected machine brand. |
|  | Select from hoop list associated with selected machine and model or type. |







| Tool | Tip |
|--|--|
|  | Change machines, set up hoop lists, and define custom brands and hoops. |
|  | Rotate first hoop, or currently selected hoops in multi-hooping mode, to the left in 15° increments. |
|  | Rotate first hoop, or currently selected hoops in multi-hooping mode, to the right in 15° increments. |
|  | Rotate by specified amount – positive or negative – in degrees. |
|  | Change design background and display colors. |
|  | Generate light fill to flatten the nap of textured fabrics like terry toweling or fur for subsequent embroidery. |

| Tool | Tip |
|---|---|
|  | Center whole design and hoop at 0,0 position and display in the design window. |
|  | Change measurement units within software without changing operating system settings. |
|  | Insert an explicit Stop function at the current stitch cursor position in Stitch Edit mode or at the end of a selected embroidery object. |
|  | Clear an existing Stop function at the current stitch cursor position in Stitch Edit mode or from all selected embroidery objects. |

Digitizing methods





The following tools are available when a digitizing method is selected.






| Tool | Tip |
|---|--|
|  | Outline closed shapes with current line stitch type. |
|  | Fill closed shapes with current fill stitch type. |
|  | Create hand-stitch effects which combine randomized stitch length, angle and count. |
|  | Create rough edges, shading effects, or imitate fur and other fluffy textures in selected objects. |
|  | Create perspective and shading effects with stitch spacing varying between dense and open fill. |
|  | Create radial turning stitching with various stitch types including satin, tatami and program splits. Can be applied to ring shapes. |

| Tool | Tip |
|---|--|
|  Florentine effect | Create custom curve-line stitching with single guideline. |
|  Elastic embossed fill | Create decorative split patterns following stitch angles and scaled according to object width. |
|  Shortening | Reduce stitch bunching in tight curves by shortening stitches along inside edge. |
|  Automatic corners | Turn automatic corners on or off. When on, the corners in line objects will be mitred or capped automatically depending on corner angle. Turn on or off by object. |
|  Always tie-off & trim | Trim connectors. When turned on, connectors will always be tied off and trimmed. Otherwise, the software will decide when to trim. |
|  Underlay | Apply or exclude automatic underlays to new or selected objects. Right-click for settings. Shortcut <U> |

Object editing tools



The following tools are available when embroidery objects are selected.

| Tool | Tip |
|--|---|
|  Close shape with straight line | Close an open outline with straight or curved line. |
|  Close shape with curved line | |
|  Duplicate | Duplicate selection in the same position. Duplicate is placed at end of stitching sequence. Also available via Edit menu. |
|  Duplicate with offset | Duplicate selection in an offset position. Create regular patterns of duplicates. Right-click for settings. Also available via Edit menu. |

| Tool | Tip |
|--|--|
|  Delete | Delete selection. Shortcut <Delete> |
|  Group | Group selection. Also available via Arrange menu. Shortcut <Ctrl+G> |
|  Ungroup | Ungroup grouped selection. Also available via Arrange menu. Shortcut <Ctrl+U> |
|  Laydown stitch | Generate light fill to flatten the nap of textured fabrics like terry toweling or fur for subsequent embroidery. |
|  Center all | Center whole design and hoop at 0,0 position and display in the design window. |





Custom object tools





The following tools are not editing tools as such but they are only available when an existing object is selected.

| Tool | Tip |
|---|--|
|  Create border | Create custom border pattern for future use. |
|  Create motif | Create custom motif pattern for future use. |

Transform tools






The following tools are available when embroidery objects are selected.

| Tool | Tip |
|---|--|
|  Size +10% | Increase size of selected objects in 10% increments. |
|  Size -10% | Reduce size of selected objects in 10% increments. |
|  Mirror X | Flip selection horizontally. |
|  Mirror Y | Flip selection vertically. |

| Tool | Tip |
|---|---|
|  Rotate left 15° | Rotate selection in 15° increments to left. |
|  Rotate right 15° | Rotate selection in 15° increments to right. |
|  Rotate | Rotate selection by specified amount – positive or negative – in degrees. |
|  Skew | Skew selection by specified amount – positive or negative – in degrees. |





Align & space tools

The following tools are available when multiple embroidery objects are selected.

| Tool | Tip |
|---|---|
|  Align left | Align left edges of selected objects. |
|  Align centers vertically | Vertically align centers of selected objects. |
|  Align right | Align right edges of selected objects. |
|  Align top | Align top edges of selected objects. |
|  Align centers horizontally | Horizontally align centers of selected objects. |






Toolboxes

Toolboxes are like toolbars in that they contain software tools. However, each toolbox represents a typical scenario you will be engaged in, such as customizing designs or editing objects. Some tools may appear in more than one scenario. As such, toolboxes are organized more or less in order of

| Tool | Tip |
|---|---|
|  Align bottom | Align bottom edges of selected objects. |
|  Align centers | Align centers of selected objects. |
|  Space evenly across | Evenly space 3 or more selected objects horizontally. |
|  Space evenly down | Evenly space 3 or more selected objects vertically. |

Bitmap crop tools

The following tools are available when bitmap artwork is selected.

| Tool | Tip |
|---|---|
|  Rectangular | Crop bitmap to rectangle. |
|  Oval | Crop bitmap to oval. |
|  Heart | Crop bitmap to heart shape. |
|  Star 'n' point | Crop bitmap to 4 to 12 point star shapes. |
|  Curve | Crop bitmap to free curves. |

common operations, starting with managing your designs.

| Toolboxes | |
|-----------|--------------------------|
| ▶ | Manage Designs |
| ▶ | Customize Design |
| ▶ | Lettering / Monogramming |
| ▶ | Artwork |
| ▶ | Auto-Digitize |
| ▶ | Edit Objects |
| ▶ | Digitize |
| ▶ | Appliqué |
| ▶ | Create Layouts |
| ▶ | Multi-Hooping |
| ▶ | Output Design |



Note: Not all tools and commands are applicable to all product levels.

Manage Designs toolbox

The **Manage Designs** toolbox provides an integrated way to view and organize all your embroidery designs.






| Tool | Tip |
|--|---|
| New from selected | Create new design(s) based on selected design(s) and/or bitmap(s) from chosen template. |
| Open selected | Open design(s) selected in Design Explorer window. |
| Convert selected designs | Convert design selected in Design Explorer window into different file types. |
| Transfer selected design | Transfer selected design to default machine folder. |
| Send selected design to device / machine | Send selected design to an EmbroideryConnect device or embroidery machine via WLAN. |

| Tool | Tip |
|-------------------------------------|--|
| Print selected | Print design selected in Design Explorer window. |
| Print selected to catalog | Print selected designs to catalog. |
| Export design list | Export text or CSV file containing list of visible design files and their properties. |
| Manage embroidery library locations | Add or remove existing folders to/from Design Explorer, enabling fast searching and filtering. |

Customize Design toolbox




The **Customize Design** toolbox provides functions which allow you to make global adjustments to your designs.




| Tool | Tip |
|-------------------------------|--|
| Design information >> | View design information such as size and number of stitches. Add comments to print on worksheet. |
| Background and display colors | Change design background and display colors. |
| Machine & hoop options | View machine settings and set up custom machine formats. Also view hoop settings and set up custom hoop lists. |
| Auto fabric | Change properties of design for stitching on different fabric. |
| Auto start and end | Set auto start and end points for entire design. |
| Adjust stitch spacing | Manually override stitch densities for selected objects. |
| Select thread charts | Select factory or custom thread charts to use in Threads list. |
| Threads >> | Toggle display of Threads docker. Find threads from different charts and change design colors. |

| Tool | Tip |
|--|---|
|  Match all design colors | Automatically match and assign threads in thread list to all colors in the Design Colors toolbar. |
|  Insert design | Insert an existing embroidery design into current design. |
|  Cycle used colors | Cycle through combinations of used colors. Left- or right-click. |
|  Color wheel | Test combinations of related colors. |
|  Optimize color changes | Optimize design by reducing color changes to a minimum, while maintaining color layers. |

Lettering / Monogramming toolbox







The **Lettering / Monogramming** toolbox provides the tools needed to add high quality embroidery lettering to your designs as well as create monogram designs.




| Tool | Tip |
|--|---|
|  Lettering >> | Create embroidery lettering using embroidery alphabets, Keyboard Design Collections or TrueType fonts, or edit selected lettering. Shortcut <A> |
|  Monogramming >> | Create personalized monograms using selection of predefined styles, border shapes and ornaments. |
|  Reshape | Reshape an object shape, edit stitch angles, or adjust entry and exit points. Shortcut <H> |

| Tool | Tip |
|--|--|
|  Break apart | Split composite objects – monograms, appliqués, lettering, etc – into components. Allows each to be edited individually. Shortcut <Ctrl+K> |
|  Knife | Cut objects along digitized line, preserving stitch settings and colors. |
|  Laydown stitch | Generate light fill to flatten the nap of textured fabrics like terry toweling or fur for subsequent embroidery. |

Artwork toolbox








The **Artwork** toolbox provides for importing electronic artwork into your embroidery software, editing it, and preparing it for automatic digitizing.







| Tool | Tip |
|--|---|
|  Insert artwork | Import vector or bitmap artwork into current design as backdrop for manual or automatic digitizing. |
|  Scan artwork | Scan artwork directly from an attached scanner into current design window. |
|  Adjust bitmap | Adjust selected bitmap in effect, brightness and contrast. |
|  Edit artwork | Edit bitmap artwork in preferred graphics application. (Preset in User Interface Settings > General tab.) |
|  Prepare artwork for embroidery | Prepare selected bitmap artwork for automatic digitizing. |
|  Save artwork | Save currently selected bitmap artwork. |

| Tool | Tip |
|---|--|
|  Dim artwork | Dim graphic backdrops to show stitches more clearly when digitizing. |
|  Lock | Lock selected objects into position for protection. Shortcut <K> |
|  Unlock all | Unlock all locked objects to remove protection. Shortcut <Shift+K> |

Auto-Digitize toolbox






The **Auto-Digitize** toolbox provides tools for the automatic digitizing of prepared artwork and photos.












| Tool | Tip |
|--|---|
|  Insert artwork | Import vector or bitmap artwork into current design as backdrop for manual or automatic digitizing. |
|  Auto-digitize instant embroidery | Automatically digitize whole embroidery design directly from imported bitmap artwork. |
|  Auto-digitize embroidery | Automatically digitize prepared bitmap artwork, optionally with user's choices. |
|  Color PhotoStitch | Automatically turn grayscale or color photographs into embroidery. |
|  Reef PhotoStitch | Turn photographs into single embroidery field resembling coral reef. Depending on Automatic Trim settings, multiple objects may be created. |
|  PhotoFlash >> | Create rows of PhotoSatin stitching of varying spacing in current color for selected photos or other bitmap artwork. |
|  Click-to-fill | Digitize large artwork shapes with tatami fill, preserving any holes within. |




| Tool | Tip |
|---|---|
|  Click-to-fill without holes | Digitize large artwork shapes with tatami fill, ignoring any holes within. |
|  Click-to-turning fill | Digitize narrow column artwork shapes with satin stitch. |
|  Click-to-outline | Digitize boundaries of shapes with run stitching using current properties. |
|  Click-to-centerline | Digitize centerlines in artwork with run stitching using current properties. |
|  Smooth shapes | Remove excess reshape-nodes from selected embroidery objects. |
|  Color matching method | Select matching method: a) add image colors to color palette for manual color matching, b) add closest matches from selected thread charts, or c) use closest matches from the color palette. |

Edit Objects toolbox

The **Edit Objects** toolbox provides many tools for reshaping, resizing, rotating objects, as well as add or remove stitch angles.








| Tool | Tip |
|---|--|
|  Object properties >> | Toggle display of Object Properties dock. Preset properties for new embroidery objects or adjust properties for selected embroidery objects. |
|  Copy object properties | Make properties of selected object current for design. |
|  Apply object properties | Apply current settings to selected objects. |
|  Adjust stitch spacing | Manually override stitch densities for selected objects. |
|  Smooth shapes | Remove excess reshape-nodes from selected embroidery objects. |












| Tool | Tip |
|---|--|
|  Reshape | Reshape an object shape, edit stitch angles, or adjust entry and exit points. Shortcut <H> |
|  Add stitch angles | Add stitch angles to selected filled or lettering object. |
|  Remove stitch angles | Remove stitch angles from closed objects with turning stitches. |
|  Knife | Cut objects along digitized line, preserving stitch settings and colors. |
|  Weld | Merge selected overlapping objects into single 'flattened' object. |
|  Break apart | Split composite objects – monograms, appliques, lettering, etc – into components. Allows each to be edited individually. Shortcut <Ctrl+K> |
|  Remove overlaps | Remove stitches that are covered by the selected objects. Overlap value can be changed in the Overlap tab of Embroidery Settings dialog. |
|  Multi blend | Generate color blends, perspective effects and shading in selected objects. |
|  Branching | Automatically sequence and group selected embroidery objects. Shortcut <I> |
|  Redwork | Automatically sequence and group selected embroidery objects to create Redwork object with entry and exit points at same position. Shortcut <Ctrl+I> |
|  Apply closest join | Join selected objects at closest point. Re-apply closest join after editing. Shortcut <J> |




| Tool | Tip |
|---|--|
|  Sequence >> | Open Sequence docker. Click again to close. Also available via Windows > Dockers menu. Shortcut <Shift+L> |
|  Sequence by selection order | Resequence objects in order of selection. Hold down <Ctrl> and click to select. |
|  Stitch edit | Select individual or multiple stitches by clicking needle points holding <Ctrl> or <Shift>, or dragging selection marquee around them. Insert stitches at current stitch cursor position, and move or delete selected stitches. Shortcut <E> |

Digitize toolbox

The **Digitize** toolbox provides all the digitizing tools necessary to create embroidered shapes. See also [Digitize Objects](#) (User Guide).







| Tool | Tip |
|---|--|
|  Rectangle / square | Click two corners of rectangle, or press <Ctrl> for square. |
|  Circle / oval | Click center point plus two size points for an oval, or press <Ctrl> for circle. |
|  Standard shapes | Digitize standard shapes. Press <Ctrl> to keep proportions of the shape. Press <Shift> to center at first point entered. |
|  Freehand open shape | Click and hold to draw freehand open shapes. Adjust smoothing control for preferred result. |
|  Freehand closed shape | Click and hold to draw freehand closed shapes. Adjust smoothing control for preferred result. |
|  Digitize open shape | Digitize open shapes with left and right mouse clicks for straight lines and curves. Shortcut <Shift+N> |
|  Digitize closed shape | Digitize closed shapes with left and right mouse clicks for straight lines and curves. |




| Tool | Tip |
|--|--|
|  Digitize blocks | Digitize column shapes of varying width, setting stitch angle at each pair of points. |
|  Continue digitizing | Continue digitizing selected objects from the exit point. Right-click object to continue from the entry point. |
|  Carving stamp >> | Toggle display of Carving Stamp docker. Create needle penetrations with a 'carving stamp' as template. |
|  Motif stamp | Add motifs to design one-by-one. Rotate, scale with <Shift>, or mirror with right-click as you add, or press <Enter> to accept default position and settings. Press Esc to stop adding motifs. |
|  Add stitch angles | Add stitch angles to selected filled or lettering object. |
|  Remove stitch angles | Remove stitch angles from closed objects with turning stitches. |
|  Digitize holes | Digitize holes in selected filled object. |
|  Fill holes | Fill holes via creating new objects based on hole boundaries of selected object with current fill stitch type. Right-click for settings. |
|  Remove holes | Remove holes from selected object. |
|  Weld | Merge selected overlapping objects into single 'flattened' object. |
|  Backtrack | Reinforce an outline, stitching it in reverse direction to the original. Shortcut <Ctrl+B> |

| Tool | Tip |
|---|--|
|  Repeat | Duplicate an outline in same direction. Normally used with closed shapes. |
|  Branching | Automatically sequence and group selected embroidery objects. Shortcut <I> |
|  Redwork | Automatically sequence and group selected embroidery objects to create Redwork object with entry and exit points at same position. Shortcut <Ctrl+I> |

Appliqué toolbox









The **Appliqué** toolbox provides an easy way to create all the stitching you need for most simple appliqué work. See also [Appliqué](#) (User Guide).











| Tool | Tip |
|---|--|
|  Frame-out options | Access frame-out options in Appliqué tab of Embroidery Settings dialog. |
|  Convert to appliqué | Convert selected closed objects into individual appliqués. |
|  Advanced appliqué | Generate open-object appliqué from one or more source objects. |
|  Digitize appliqué >> | Show Appliqué tab of Object Properties docker. Digitize appliqué objects with up to four layers of stitching – placement line, cutting line, tack stitches, and cover stitches. |
|  Digitize appliqué with holes >> | Show Appliqué tab of Object Properties docker. Digitize appliqué objects with holes with up to four layers of stitching – placement line, cutting line, tack stitches, and cover stitches. |
|  Remove overlaps | Remove stitches that are covered by selected objects. Overlap value can be changed in Overlap tab of Embroidery Settings dialog. |

| Tool | Tip |
|---|---|
|  Partial appliqué | Remove unwanted cover stitching from underlying appliqué objects. |
|  Combine appliqué | Break apart appliqué into component objects and recombine and resequence for efficient stitchout. |
|  Break apart | Split composite objects – monograms, appliqués, lettering, etc – into components. Allows each to be edited individually. This tool is also available via Edit menu. Shortcut <Ctrl+K> |

Create Layouts toolbox

The **Create Layouts** toolbox lets you easily combine designs and design elements by inserting the contents of one file into another. See also [Design Layouts](#) (User Guide).











| Tool | Tip |
|---|--|
|  Insert design | Insert an existing embroidery design into current design. |
|  Mirror-copy horizontal | Mirror and copy selected objects horizontally. |
|  Mirror-copy vertical | Mirror and copy selected objects vertically. |
|  Mirror-copy both | Mirror and copy selected objects around a center point. |
|  Copy array | Duplicate designs, such as badges, automatically resequencing color blocks for efficient multiple design stitchouts. |
|  Copy reflect | Duplicate and mirror objects or designs. Create decorative borders. |
|  Circle layout | Duplicate selected objects around a center point. Specify how many copies and if alternate copies are mirrored in Context toolbar. |
|  Define work area | Define shape, size, color and view of the work area. Shortcut <Ctrl+W> |




| Tool | Tip |
|--|--|
|  Mirror-copy to work area | Automatically mirror and copy selected object/s around center (0,0) of the work area. |
|  Circle layout to work area | Automatically create copies of selected object/s (specified by Number of Copies in Context toolbar) around center of the work area. |
|  Auto center to work area | Automatically move selected object/s to center of the work area (0,0). |
|  Buttonholes >> | Show Buttonholes tab of Object Properties docker. Use Place Buttonholes to place a string of buttonholes with all necessary stitching. |
|  Ambience quilting | Create 'echo' quilting blocks. |
|  Create outlines & offsets | Create outlines and offsets for selected embroidery object(s). |
|  Create trapunto outlines | Use in conjunction with Raised Satin to create stitching for a raised 'quilted' look. |
|  Laydown stitch | Generate light fill to flatten the nap of textured fabrics like terry toweling or fur for subsequent embroidery. |
|  Basting stitch marker | Insert reference marker at any angle and position. |
|  Insert graphic marker | Insert graphic marker representing adhesive stickers attached to fabric to indicate location and orientation. |

Multi-Hooping toolbox

If your embroidery is too large or contains a number of designs spaced around an article,






you can use the **Multi-Hooping** toolbox to split it into multiple hoopings.





| Tool | Tip |
|---|---|
|  Multi-hooping options | Change multi-hooping options in Multi-Hooping tab of the Embroidery Settings dialog. |
|  Auto layout hoops | Add hoops automatically to cover entire design. |
|  Add splitting line | Digitize one or more guides in multi-hoop layout to split objects between hoopings. |
|  Preview hoopings | Calculate object distribution and registration marks for given hoop positions and display hoopings thumbnails in docker. Click hoopings thumbnail in the docker to view in the design window. |
|  Calculate hoopings | Calculate hoopings that will result from current layout. |
|  Add hoop | Add new hoop to multi-hoop layout. |
|  Delete hoop | Remove selected hoop from multi-hoop layout. |
|  Add hoop right | Place new hoop position to right of selected hoop. Allow 10mm overlap between sewing fields. |
|  Add hoop left | Place new hoop position to left of selected hoop. Allow 10mm overlap between sewing fields. |
|  Add hoop down | Place new hoop below selected hoop. Allows 10mm overlap between sewing fields. |

| Tool | Tip |
|--|--|
|  Add hoop up | Place new hoop position above selected hoop. Allows 10mm overlap between sewing fields. |
|  Add 4 hoops around | Place four hoops around selected hoop's perimeter. Allows 10mm overlap between sewing fields. |
|  Add 8 hoops around | Place eight hoops around selected hoop's perimeter. Allows 10mm overlap between sewing fields. |

Output Design toolbox

Using the **Output Design** toolbox you can output embroidery designs in a variety of ways – by printing as worksheets, as appliqué patterns, color sequence, or as thread charts. Hatch Embroidery also allows you to save your designs as images for use with fabric and garment applications. You can also send them directly to machine for stitching. When working with designs that are larger than the available physical hoop, you can split them into parts, each containing an object or group of objects. Hatch Embroidery automatically calculates which files are to be sent and shows you how they will look.

| Tool | Tip |
|--|--|
|  Auto start & end | Set auto start and end points for entire design. |
|  Save design as | Save current EMB design with different name or location. |
|  Export design | Export current design to machine file for stitching. |
|  Export cutting | Export current design or selected objects to SVG file format for cutting. |
|  Transfer design | Transfer current design to preset design folder. Right-click for settings. |

| Tool | Tip |
|--|--|
|  | Send current design to an EmbroideryConnect device or embroidery machine via WLAN. |
|  | Preview worksheets. Print from preview window. |
|  | Print current design. Shortcut <Ctrl+P> |
|  | Save design image as bitmap according to current settings. |

KEYBOARD SHORTCUTS

Hatch Embroidery uses toolbars and shortcut keys to provide quick and easy access to common commands. This section provides a list of all keyboard shortcuts available in Hatch Embroidery. Not all shortcuts are applicable to all product levels.



Tip: In addition to shortcut keys, standard MS Windows® **Alt** key shortcuts apply to menu commands. Use the **Alt** key in combination with letters underlined in the menus. For example, press **Alt+F+O** to access the **Open Design** command in the **File** menu.

General functions

| To... | Press... |
|---|----------------|
| Activate 'Digitize Open Shape' and open Outline tab | ^ <Shift+N> |
| Activate Lettering and open Lettering docker | <A> |
| Apply/select satin | <Shift+I> |
| Apply/select tatami fill | <Shift+M> |
| Create new design | <Ctrl+N> |
| Close software | <Alt+F4> |
| Define work area | ^ <Ctrl+W> |
| Export machine file | ^ <Shift+E> |
| Open an existing design | ^ <Ctrl+O> |
| Print design | ^ <Ctrl+P> |
| Save design | ^ <Ctrl+S> |
| Send current design to device / machine | <Shift+Alt+S> |
| Toggle Design Colors toolbar | <Ctrl+Shift+R> |
| ^ Press <Esc> to cancel command | |

| To... | Press... |
|----------------------------------|-----------|
| Toggle Design Information docker | <Alt+P> |
| Toggle grid | <Shift+G> |
| Toggle rulers | <Ctrl+R> |
| Toggle Design Overview window | <Shift+V> |
| Toggle Sequence docker | <Shift+L> |
| Toggle Threads docker | <Alt+T> |
| Toggle work area | <W> |
| ^ Press <Esc> to cancel command | |

Selection functions

| To... | Press... |
|--|---|
| Add next object to selection | <Ctrl+Tab> |
| Add previous object to selection | <Ctrl+Shift+Tab> |
| Choose Select tool | ^ <O> |
| Deselect all objects | <Esc> or <X> |
| Select range of objects | ^ <Shift>+left-click first and last objects |
| Select all objects | ^ <Ctrl+A> |
| Select multiple objects | ^ <Ctrl>+left-click |
| Select component within grouped object | ^ <Alt>+left-click |
| Select underlying object | ^ <2>+left-click |
| Select next object | ^ <Tab> |
| Select previous object | ^ <Shift+Tab> |
| ^ Press <Esc> to cancel command | |

Viewing functions

| To... | Press... |
|---------------------------------|--------------|
| Center at current stitch | <C> |
| Measure distance on screen | ^ <M> |
| Refresh screen display | <R> |
| Previous view | <V> |
| Toggle connectors | <Shift+C> |
| Toggle function symbols | <Shift+F> |
| Toggle hoop | <Shift+H> |
| Toggle images | <D> |
| Toggle needle points | <.> (period) |
| Toggle shapes | <L> |
| Toggle Stitch Player | <Shift+R> |
| Toggle stitches | <S> |
| Toggle unselected | <Shift+S> |
| Toggle vectors | <Shift+D> |
| Toggle TrueView | <T> |
| View by color | <Alt+C> |
| Zoom box in Overview window | <Shift+B> |
| Zoom to article | <Ctrl+0> |
| ^ Press <Esc> to cancel command | |

Zoom functions

| To... | Press... |
|---------------------------------|------------|
| Pan | ^ <P> |
| Zoom | |
| Zoom 1:1 | <1> |
| Zoom in 1.25x | <+> |
| Zoom out 1.25x | <-> |
| Zoom in 2x | <Z> |
| Zoom out 2x | <Shift+Z> |
| Zoom to fit | <0> (zero) |
| ^ Press <Esc> to cancel command | |

| To... | Press... |
|---------------------------------|------------------|
| Zoom to hoop | </> |
| Zoom to selected | <Shift+0> (zero) |
| Zoom factor | ^ <F> |
| ^ Press <Esc> to cancel command | |

Travel functions

| To travel... | Keyboard † | Keypad ‡ |
|------------------------------------|------------|----------|
| To start of design | <Home> | <7> |
| To end of design | <End> | <1> |
| To next color | <PgDn> | <3> |
| To previous color | <PgUp> | <9> |
| To next object | <Ctrl+T> | |
| To previous object | <Shift+T> | |
| 100 stitches forward | | <+> |
| 100 stitches backward | | <-> |
| 10 stitches forward | v | <2> |
| 10 stitches backward | ^ | <8> |
| 1 stitch forward | > | <6> |
| 1 stitch backward | < | <4> |
| † Press <Esc> first ‡ Num Lock OFF | | |

Editing functions

| To... | Press... |
|--|----------------|
| Activate the Knife tool | <Ctrl+Shift+K> |
| Add stitch angles | ^ <Ctrl+H> |
| Apply closest join to selected objects | <J> |
| Apply Redwork to selected objects | ^ <Ctrl+I> |
| Break apart composite objects | <Ctrl+K> |
| Copy selected objects | <Ctrl+C> |
| Cut selected objects | <Ctrl+X> |
| ^ Press <Esc> to cancel command | |

| To... | Press... |
|--|-----------------------|
| Delete last reference point (when digitizing) | <Bksp> |
| Delete selected objects | <Delete> |
| Duplicate selected objects | <Ctrl+D> |
| Duplicate selected objects with offset | <Ctrl+Shift+D> |
| Generate stitches for selected objects. | <G> |
| Group selected objects | <Ctrl+G> |
| Lock selected objects | <K> |
| Mirror horizontally | <Ctrl+1> |
| Mirror vertically | <Alt+1> |
| Nudge selected objects | Left-click+arrow keys |
| Paste selected objects | <Ctrl+V> |
| Redo command | <Ctrl+Y> |
| Remove overlaps | <Ctrl+Shift+E> |
| Reshape selected objects | ^ <H> |
| Toggle 'Select While Traveling' (Stitch Edit mode) | <Q> |
| Toggle underlay of selected objects | <U> |
| Undo command | <Ctrl+Z> |
| Ungroup selected objects | <Ctrl+U> |
| Unlock all | <Shift+K> |
| ^ Press <Esc> to cancel command | |

Digitizing functions

| To... | Press... |
|--------------------------------------|------------------|
| Create outlines and offsets | ^ <Ctrl+Shift+O> |
| Digitize appliqué | ^ <F7> |
| Toggle Auto Scroll | <Ctrl+Shift+A> |
| Deactivate (temporarily) Auto Scroll | <Alt> (hold) |
| ^ Press <Esc> to cancel command | |