

# How to use the embroidery machine

## 1 The file

For the Design Shop, referable file format is a vector form EPS, SVG or PNG. Also JPEG, TIFF and BMP are possible. Make sure the file is close to the DESIRED SIZE before importing. Maximum size is 190mm x 140mm. Insert the file in Design Shop. Convert the file to embroidery by selecting all (CTRL + A) and the “Convert to Embroidery” menu pops on the interface or with pixel graphic, right click mouse and “Graphic Conversion Assistant” and choose Auto Convert.

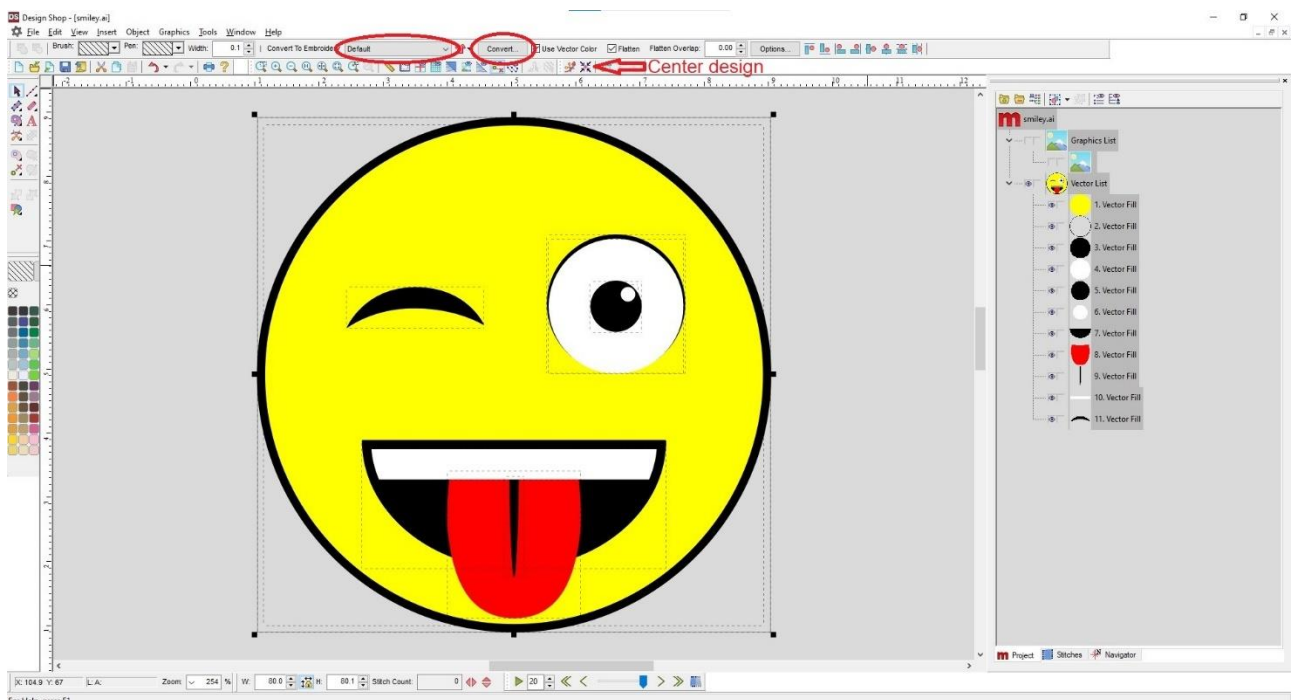


Figure 1: Design Shop user interface before converting the file.

After converting the file, the stiches can be displayed by clicking “Show stiches in 3D”. This shows what the file is going to look like. The “Design” on the righthand side shows the elements of the embroidery. The machine embroiders the design in this order. Arrange colours and elements to preferred order by dragging them. Good rule of thumb is to make one colour at a time to minimize time machine spends changing the colours. Sometimes due to the properties of the file, some another order may be better. E.g., one element comes logically after another, as in this example.

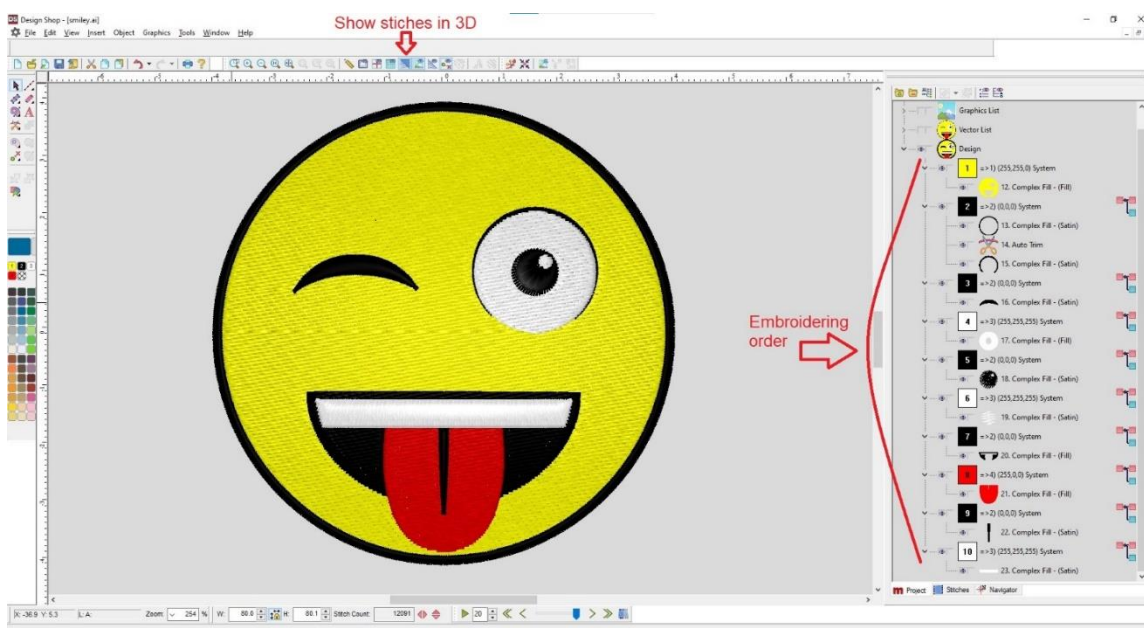


Figure 2: Design Shop user interface after converting the fill

When the file is prepared, save it as “Tajima File” (\*.dst). Click “Ok” on Tajima file options. Export the file with USB-stick to the embroidery machine.

## 2 Using the embroidery machine



Figure 3: Embroidery machine user Interface

Attach the USB-stick to the machine (port is on the right of the screen) and unlock the lock on the top right if it isn't already unlocked. Now choose the "file" tab to complete the file import. Choose the USB-stick on the bottom left and find your design using arrows (should be the last one). Click the button with photo of the machine (with blue arrow) and choose root folder. Now the file is in the machine memory. Find the file from the machine memory by opening icon next to USB (again the file should be the last one on the list) and press ok. Now the design is on the workbench.

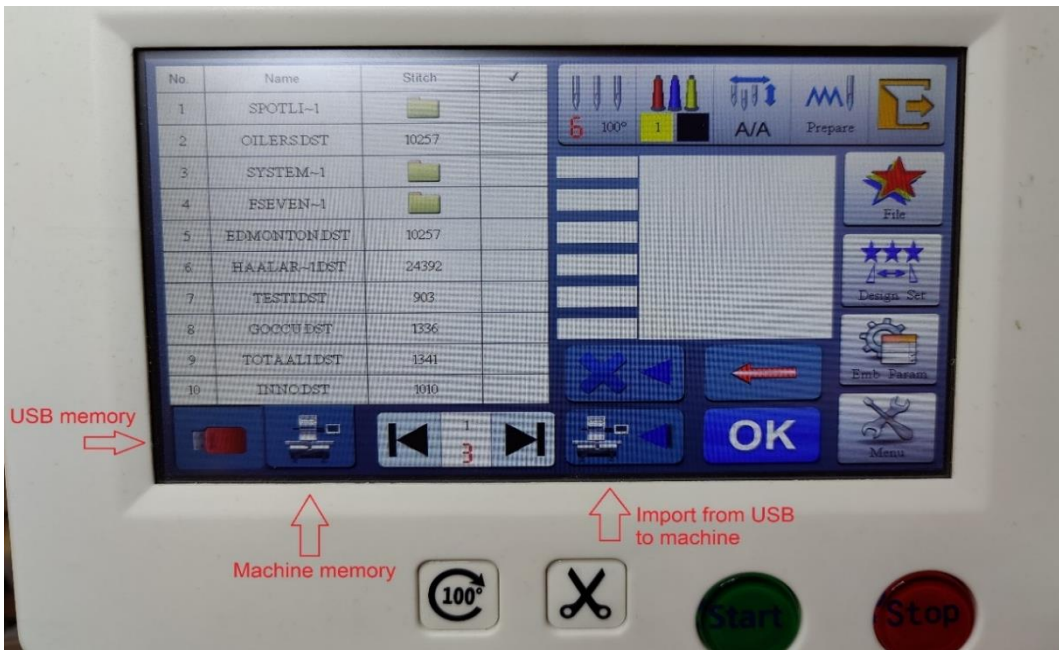


Figure 4: File tab

Attach fabric (you can get that from personnel) and if using your own fabric, embroidery stabilizer from the material storage, to the hoop. The fabric should be as tight as possible. Watch your fingers, the magnets are strong! Next attach the hoop to the machine, note that the small notch must be on the right.



Figure 5: Inserting the hoop to the machine



Choose the hoop you are using by pressing “design set” tab. E is for the blue one (120mm x 120mm) and F is for the white one (200mm x 150mm). Change the hoop to the correct one and confirm it by pressing “Ok”. If there’s already the correct hoop, you can leave the “design set” tab by pressing “Esc”. Alignment of the design can be changed using arrows on the interface.

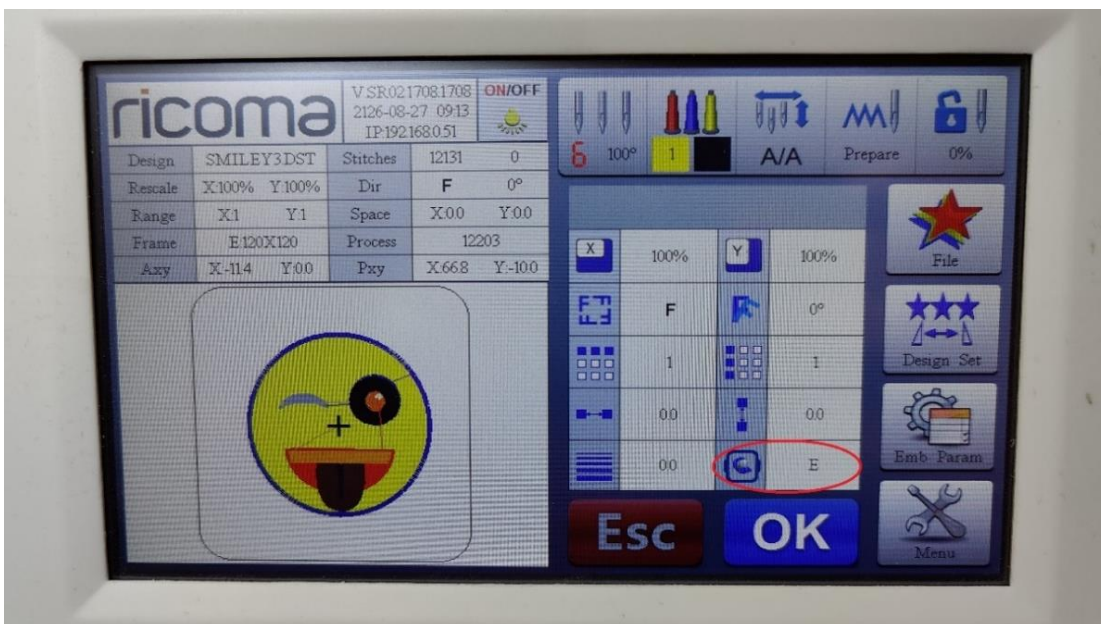


Figure 6: Design set tab

Colours do not transfer from the Design Shop to the embroidery machine, so they must be set manually by opening the “colours” tab (three coloured threads on top). Colours must be set in the same order as they are in Design Shop by clicking them one by one on the embroidery machine. When the colours are set, press “Ok”. If you set the wrong order, you can cancel with the “Esc” button.



Figure 7: Colours tab

When everything is set, click the lock on top right to enter to the embroidery status. The embroidery can be started by pressing “start” button. When the embroidery is finished, remove the hoop.

## Problems during embroidering

The most common problem during embroidery is thread breakage. The thread must be set back correctly before continuing. The best tip is to look at how the other threads are set and put the broken thread in a similar way. The blue “ricoma” plate on the machine is attached with magnets and can be taken out of the way. After the thread is set, the tip of the thread is placed between the spring above. Embroidering can be continued by pressing “start” button.

If there are blanks in the embroidery due the thread breakage, the embroidery can be reversed by pressing “stop” button, and to stop reversing press the button again. If the embroidery was reversed too much, you can move forward by pressing the needle icon next to lock until there reads “F.L” and then pressing “start” button, stop by pressing “stop” button. To continue embroidering, press the same needle icon until there reads “stop” and press start button.

If the embroidery is interrupted and the thread is intact, the bobbin thread is out. In this case, watch 1 minute YouTube -video on desktop of How to change bobbin thread.