WILCOM®

EMBROIDERY STUDIO e4.5

Lettering Kiosk Supplement

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Lettering Kiosk

EmbroideryStudio provides an easy-to-use **Kiosk** capability for cap and other embroidery. The lettering kiosk is primarily intended for use at retail outlets where fast and simple personalization of standard design layouts is required in consultation with customers.

The benefits to retail staff are:

- Minimal training time
- Minimal production errors
- Improved customer satisfaction
- Increased productivity
- Easy configuration for changing requirements
- Support for several brands of machine
- Simplicity of kiosk mode together with full embroidery lettering capabilities for supervisors.

The lettering kiosk provides a set of predefined design layouts and the ability to easily personalize them by modifying text and color. You can

create your own layouts as well. Designs can be sent to machine from the kiosk via a single button press.

Operations summary

Here are some steps to get you up-and-running quickly with the lettering kiosk.

Configure the kiosk settings

1 Run the EmbroideryStudio software:
   - You need the Kiosk Element enabled.
   - There is no special setting required for kiosk mode.

2 Configure the kiosk design layouts:
   - Located under C:\ProgramData\Wilcom\EmbroideryStudio e4.x\Kiosk\Designs
   - Set palette colors in the design layouts to match the thread colors and needle assignments used on your machines. See Setting up thread colors for details.
   - Check the fonts and stitch settings being used.

3 Configure the machine connections for the kiosk:
   - Select **Setup > Connection Manager Setup**.

4 Configure the kiosk password:
   - Select **Setup > Options > Kiosk**.
   - Enable 'Lock Kiosk'.
   - Set a password.

5 Configure character count limits. See Configuring kiosk character count limits for details.

Switch to and from kiosk mode

1 To switch to kiosk mode, select menu command **Window > Kiosk...**

2 Type the kiosk password to enter into kiosk mode.

3 To close the application while in kiosk mode, click on the red **X** button in upper right corner.

   When you restart EmbroideryStudio, it will automatically re-start in kiosk mode directly.

4 To return to the EmbroideryStudio screen, click **Exit Kiosk** and key in the password if prompted.

Operate the software in kiosk mode

1 Select a layout from the design chooser.

2 Key in a name. Lettering adjusts to fit the allowed space. By default, a maximum of 16 characters is allowed. See Configuring kiosk character count limits for details.

3 Change fonts by selecting a different design layout.

4 Select a thread color.

5 When finished, click a button to send the design to the machine:

- Stitching starts and ends at the bottom center of the allowable embroidery area.
- The design is auto-rotated 180° for the machine, according to connection settings. See Setting up machine connections for details.
- A machine file is created and sent to the folder set in the **Connection Settings** dialog.
- The file name uses the text to be embroidered.

6 Click **Start Again** for the next name.

Operating modes

The **Lettering Kiosk** has all the capabilities and functionality of a commercial kiosk system together with EmbroideryStudio embroidery functionality.

Screen modes

In **Wilcom Workspace** mode, supervisors can use the full range of software capabilities to fine-tune settings. All adjustments can be saved

to a template ready for use when the software is run in kiosk mode. Onscreen help is available via the **Help** menu.

Kiosk screen mode

A password configuration setting allows supervisors to bypass the EmbroideryStudio screen and run the software in kiosk mode by default.

Operators normally work in this screen and never need to leave it. In fact, they cannot exit without, optionally, a supervisor password.

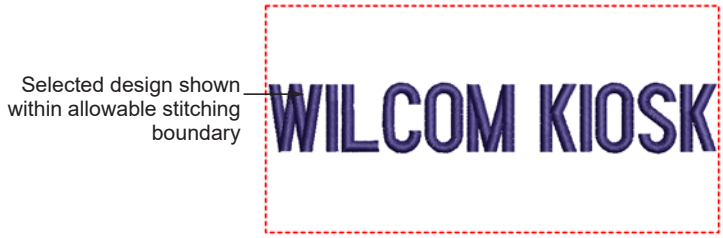
Kiosk mode includes a 56-color default palette together with a number of packaged designs. However, in practice you will want to limit the palette to the colors available on your machines. The screen is divided into three functional areas apart from the banner at the top.

Choose design panel

The **Choose Design** panel is positioned on the left side. It contains a set of predefined design layouts to choose from. It is easily extensible with other supervisor-created designs.

Working design area

A working design area in the middle is optimized for 1366 x 768 resolution. It includes a dotted line indicating the maximum stitching boundary.



Customization panel

The customization panel on the right allows the operator to easily customize designs by changing color and text of the selected layout. The supervisor can pre-configure the number and values of standard colors to match the thread color setup on the machines. Custom designs can be sent to one of several attached embroidery machines.

Send to machine

Machines are pre-configured by the supervisor – typically up to 6. Color-coded buttons easily identify machine by number and machine name. The supervisor can set color-coded icons for each machine brand. For example:

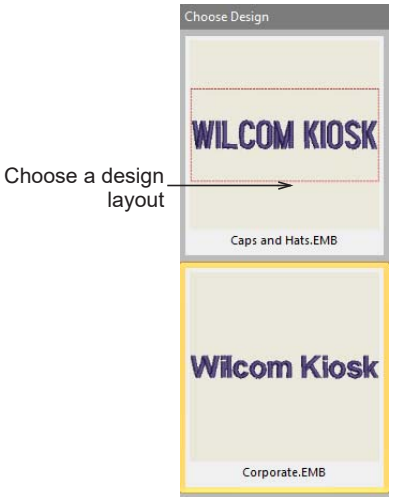
- Brother - Cyan
- Barudan - Navy Blue
- SWF - Red

Normal Kiosk operation

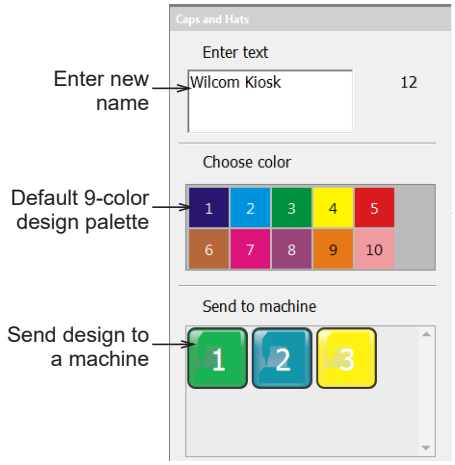
Once in kiosk mode, typical operation will flow as follows.

To operate the kiosk

- Choose a design layout from prepared templates in the left panel.



- Enter a new name in the text field and press **Enter**.



This text automatically replaces default text. By default, a maximum of 16 characters is allowed.

- Click in design window and zoom in / out by the following means:
  - Press **1** for actual size.
  - Press **0** to show all.
  - Use the mouse scroll wheel to zoom.
  - Click **Start Again** to return to default view.
- Choose a thread color from the list of available colors.

  You can switch layouts and colors as desired and text will be preserved.

- When you are satisfied with the design, press a **Send to Machine** button. A separate button is present for each machine configured on the system.
- Press **Start Again** to create another design. The current design is automatically saved to the watching folder with a filename equal to text name.

  Note If the operator does not press **Start Again** but instead selects a new design layout, the new design overrides the current one, preserving any typed text.
- To exit kiosk mode altogether, press the lock icon. Normally you are prompted for a supervisor password.

Related topics

- Setting up machine connections
- Configuration options for supervisors

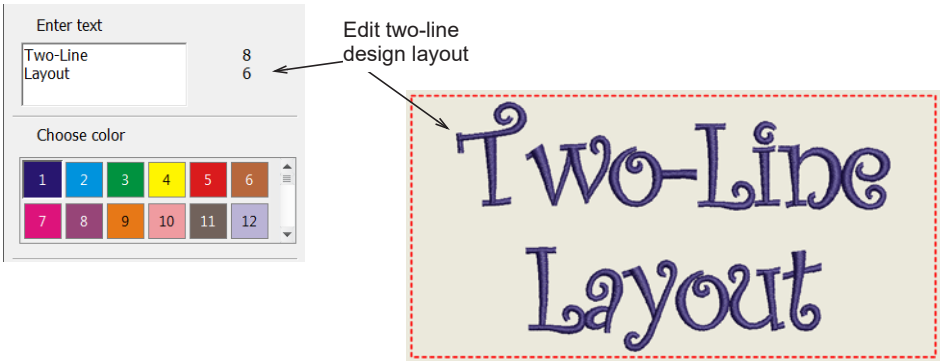
Troubleshooting long descenders

Some characters may extend slightly beyond the allowable stitching area. This usually happens with script fonts or characters with long descenders or ascenders such as the ‘k’ in this example. This problem is easily fixed by adding a space after the final character.

Creating two-line lettering

Kiosk mode allows two-lines of text to be entered and edited. The text box in the control panel supports single- or multi-lines depending on the selected layout. Two-line layouts need to be predefined and saved to the designs folder. When using a multi-line layout, the first **Enter** keypress

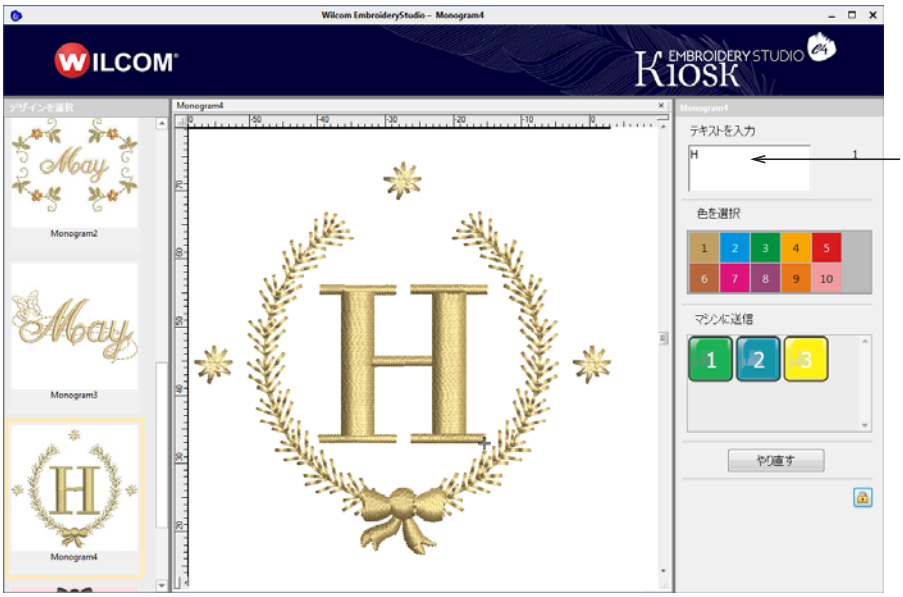
will create another line. The next will confirm text entry as for a single-line layout.



Note If you switch design layouts, the system will attempt to preserve user-entered text between single- and multi- line designs. For example, switching from single to double, the original line of text will be copied to the first line. The second will be empty.

Personalizing monograms

The lettering kiosk also supports customization of monogram objects. Only text can be changed in **Kiosk** mode. Monogram templates can be created and added to the kiosk.



Configuration options for supervisors

When first running EmbroideryStudio e4, supervisors have access to EmbroideryStudio operations. In this mode, they can use the full range of software capabilities to fine-tune settings. Primarily, supervisors are concerned with:

- Creating a password for the kiosk
- Setting up machine connections
- Setting up thread colors
- Configure kiosk character count limits

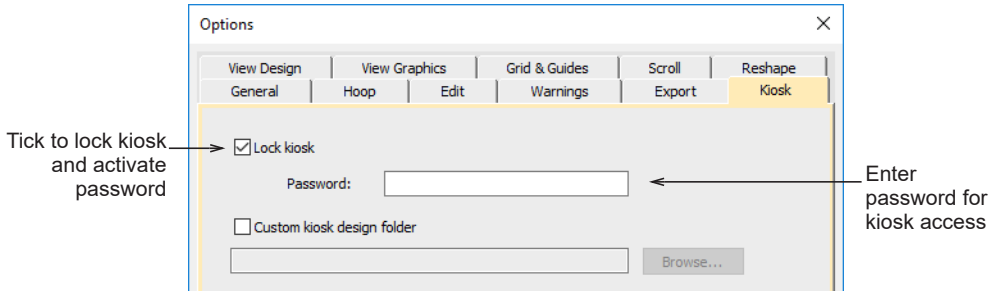
Creating kiosk passwords

Use Standard > Options to access application options for kiosk and other settings.

Supervisors can lock the kiosk to protect against unauthorized use. They can later temporarily unlock the kiosk in order to edit designs or change other settings.

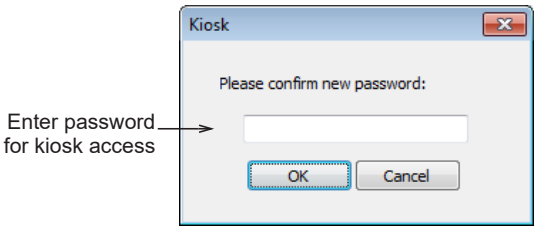
To create a password for the kiosk

1 Click the **Options** icon or select **Setup > Options**. Click the **Kiosk** tab.

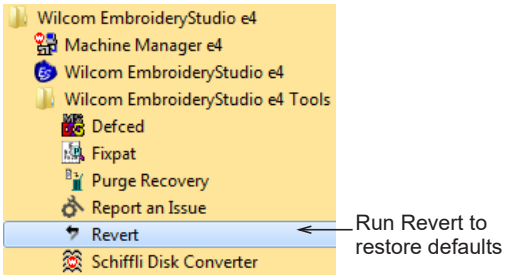


2 Enter a secure password and click **OK**.

3 Select **Window > Kiosk** start the kiosk. You will be prompted to enter the password.



Note You can return to **Options** dialog at any time to change or remove password protection. If you forget the password, you will need to run the Revert program from the EmbroideryStudio program group to restore factory defaults.



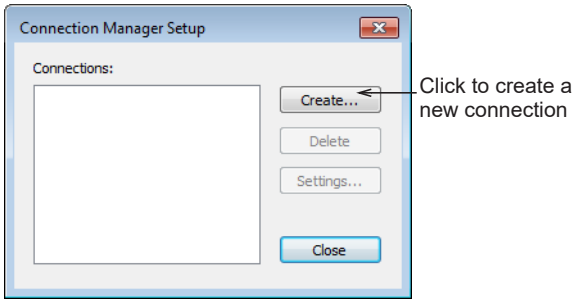
Setting up machine connections

Connection Manager allows you to connect to most later model machines. These machines often require files to be placed in a specific network location or 'watching folder'. Once set up in EmbroideryStudio, a single click from the kiosk is sufficient to send the design to machine. Each configured machine:

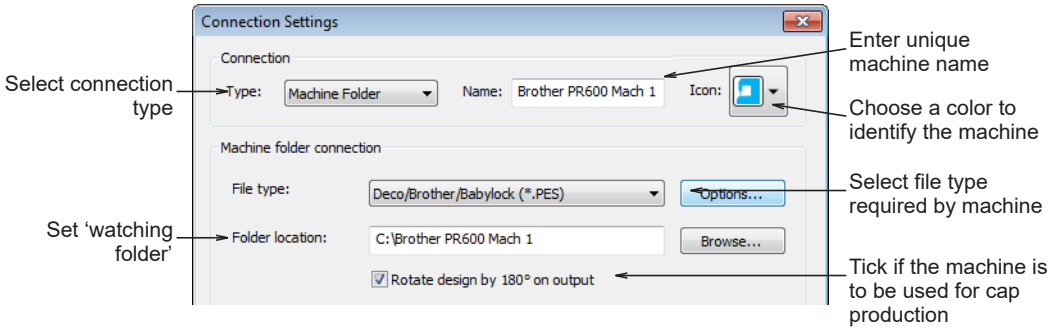
- has a unique name and assigned button
- has a unique folder to which designs can be sent so they can be accessed from the machine control panel or third-party connection software.

To set up machine connections

1 Select **Setup > Connection Manager Setup**.



2 Click **Create** to set up a connection. The **Connection Settings** dialog opens.



3 Make sure the connection type is set to 'Machine Folder'. Watching folders should already have been set up for each machine on the network.

4 Enter a unique machine name – e.g. 'Brother PR600 Mach 1'.

5 Choose a colored icon from the droplist to identify the machine in kiosk mode.

6 Select the file type required by the machine. Each machine type uses a different file format:

Machine	Format
Brother	PES
SWF	DST
Barudan	U??

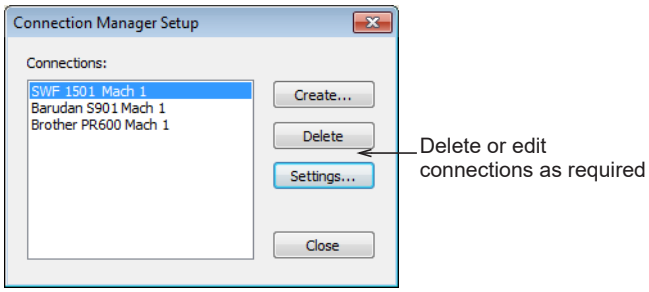
7 If the file type requires it – e.g. PES – click the **Options** button to preset file options such as version type.

8 Enter or browse to a folder location on the network or PC which has been set up for the specific machine. When you output a design, **Connection Manager** saves it to this folder in the specified file format.

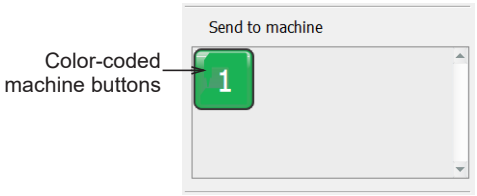
9 If the machine is intended for cap designs, tick the **Rotate design by 180°** option.

10 Click **OK** when complete.

11 Repeat as many times as you have machines to connect. Connections can be edited or removed at any time.



New machine connections appear as prominent buttons in the customization panel of the kiosk.



Setting up thread colors

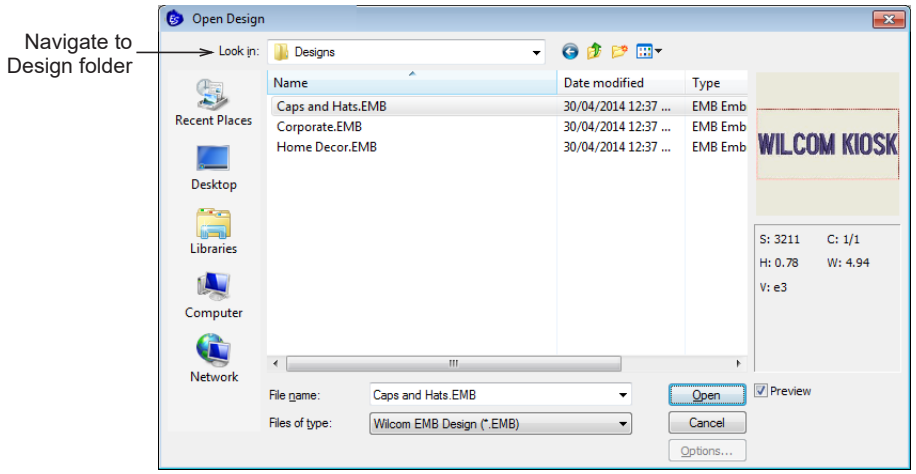
Use Standard > Open to open an existing design.

Use Standard > Save Design to save the current design. Right-click to open the Save As dialog.

Thread colors are set up for each design layout. All three sample designs need to be edited according to the requirements of your machine setups.

To set up thread colors

1 Click the **Open** icon. The **Open** dialog opens.



2 Navigate to the **Designs** folder of your EmbroideryStudio e4 installation:

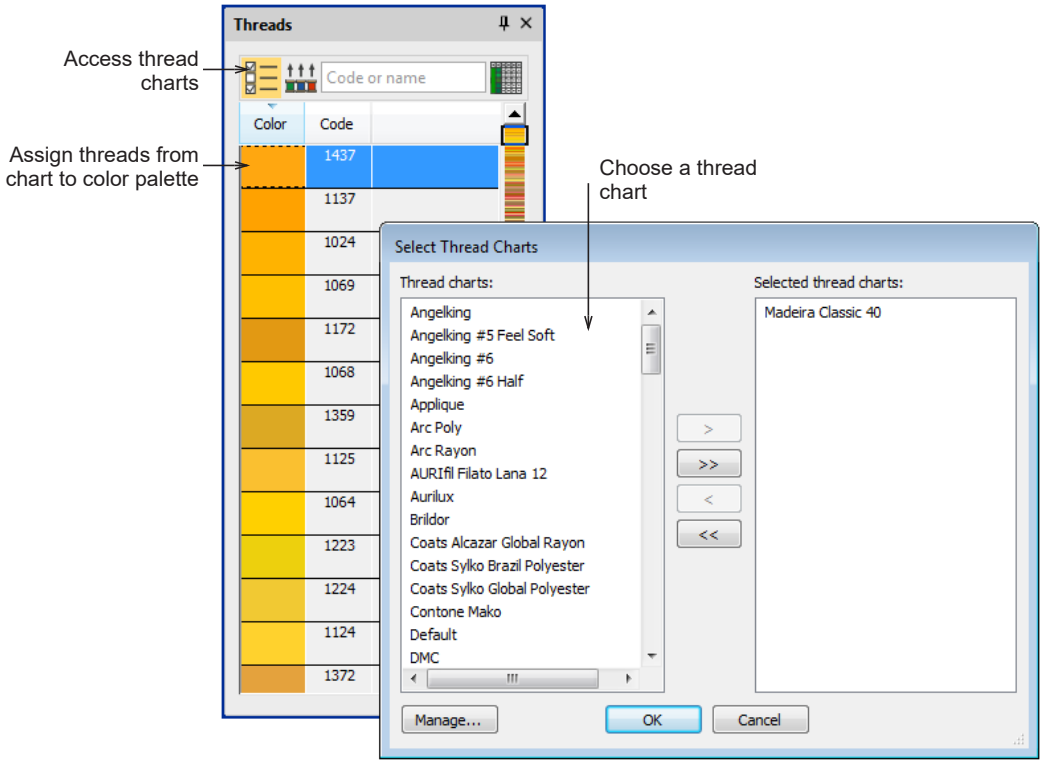
C:\ProgramData\Wilcom\EmbroideryStudio e4.x\Kiosk\Designs

Alternatively, specify your own folder.

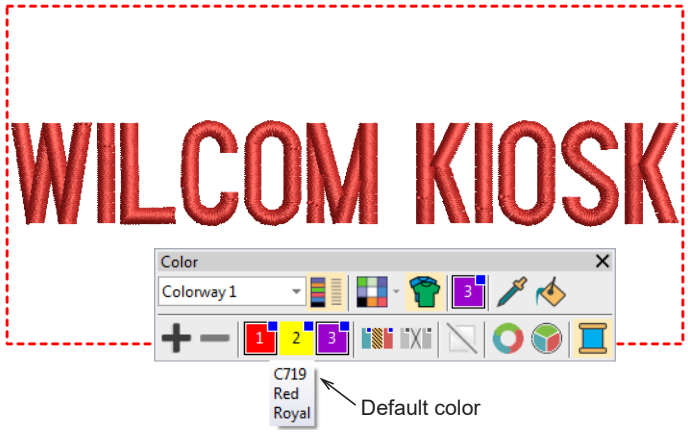
3 Select a design to edit and click **Open**.

4 Use the **Color Palette** tools to add or remove colors according to the thread setup on your machine/s.

5 Open the **Threads** docker and select your thread chart.



6 Assign threads to the palette with the **Match All** button. Alternatively, select threads corresponding to the thread setup on your machine, and assign these. The design layout defaults to the first color in the palette. The tooltip tells you the corresponding thread of each color.



7 Click **Save** to save the file in the design folder. The modified palette for this design will appear in the kiosk when you next run it.

Related topics

- Changing design location

Configuring kiosk character count limits

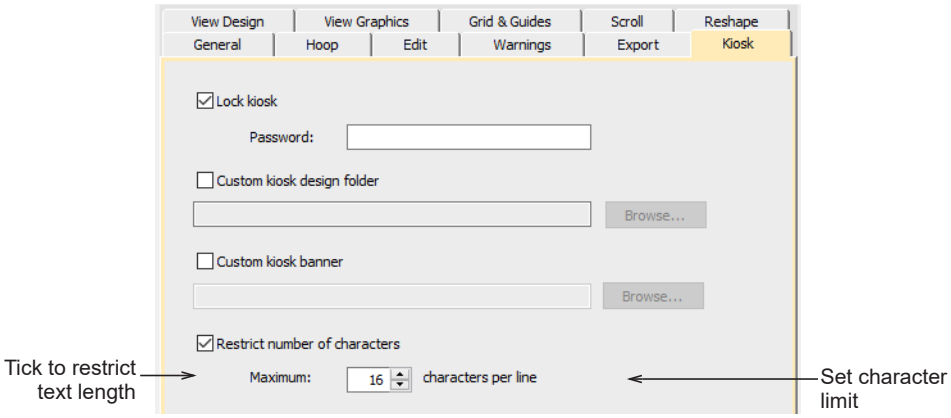
Use Standard > Options to access application options for kiosk and other settings.

Different scenarios may lead to variations in the number of characters allowed. The commercial requirement is for 16 characters per line, but the software allows you to change that limit. For example, maximum characters when buying online may be limited to 10, while baby-size caps may be less than 16. Optionally, the supervisor can limit the number of characters allowed in kiosk mode.

Note Spaces between words count as characters. However, extra spaces are allowed at the start and end of a line without compromising the character count.

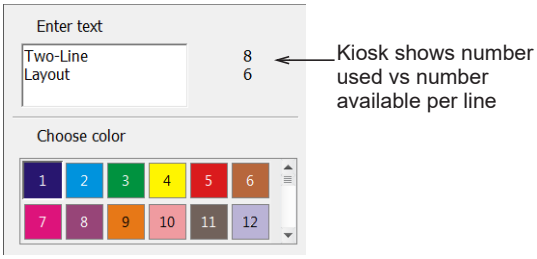
To configure the kiosk character count limit

- Click the **Options** icon or select **Setup > Options**. Click the **Kiosk** tab.



- Tick the **Restrict number of characters** option and set the maximum number of characters – e.g. 16.

When the number of characters is limited by this option, the kiosk shows the number used vs the number available – e.g. '5 / 16'. Where a two-line design is selected, the limit is shown for each line.



Related topics

- Troubleshooting long descenders

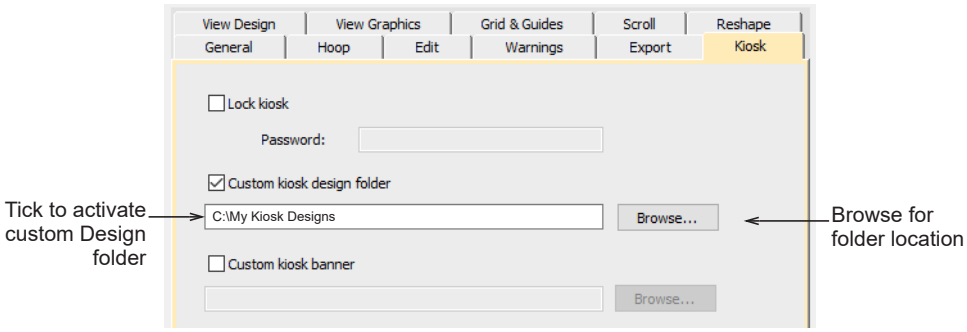
Changing design location

Use Standard > Options to access application options for kiosk and other settings.

The default kiosk design folder is located within the EmbroideryStudio e4 folder structure. This may not be convenient for you if you are dealing with numbers of custom designs. You can easily change the folder location to any on your kiosk hard drive or network. If you have more than one kiosk set up, they can all reference the same design folder.

To change the design location

- Click the **Options** icon or select **Setup > Options**. Click the **Kiosk** tab.



- Tick the **Custom kiosk design folder** option and browse for the folder on your local drive or network. This then becomes the default

kiosk design folder. Any EMB designs kept in this location will appear in the kiosk design chooser.

Customizing kiosk banners

Use Standard > Options to access application options for kiosk and other settings.

Like the kiosk **Design** folder, the default kiosk banner is located within the EmbroideryStudio folder structure. If you want to modify the banner in any way – e.g. with a specific location name – it is a simple matter to access the banner and update it. Alternatively, you can copy the modified banner to a separate location on your kiosk hard disk or network location and reference it there. If you have more than one kiosk set up, they can all reference the same banner.

To customize the kiosk banner

1 Navigate to the 'Kiosk' folder of your EmbroideryStudio e4 installation:

C:\ProgramData\Wilcom\EmbroideryStudio e4.x\Kiosk\

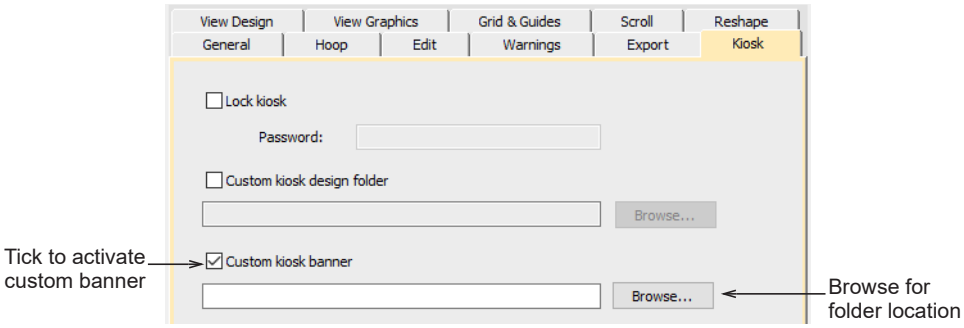
Here you will find the default kiosk banner – dimensions 1200 x 100 pixels.

2 Customize the banner as required:

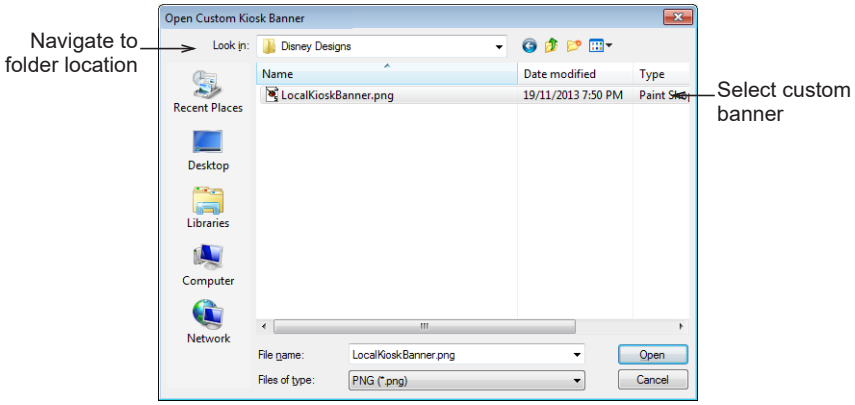
- Either replace the current image with one of the same dimensions.
- Edit the current banner in any graphics or paint program and save to the same location.
- Copy the banner to the same or another location and edit as desired.

If you move the banner to another location, you need to update the software settings as follows:

3 Click the **Options** icon or select **Setup > Options**. Click the **Kiosk** tab.



4 Tick the **Custom kiosk banner** option and browse to the folder on your local drive or network.



5 Select the custom banner file and click **Open**. This then becomes the default banner which the kiosk will reference.

Creating custom design layouts

Various techniques are available to add your own design layouts to EmbroideryStudio.

Creating new layouts from old

Use Standard > Open to open an existing design.

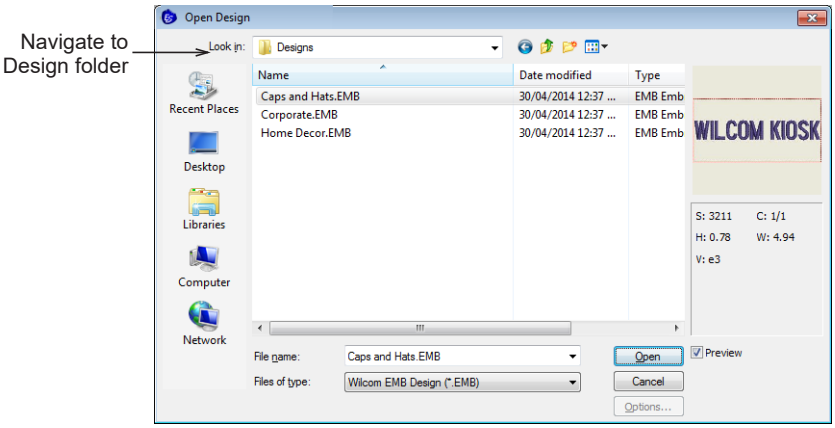
Use Standard > Save Design to save the current design. Right-click to open the Save As dialog.

To create custom design layouts is not very different to setting up thread colors. The simplest approach is to base a new design on an existing one in order to preserve stitch settings and design scale. You can change colors, fonts and stitch settings as required.

To create a new layout from an old one

1 Click the **Open** icon.

The **Open** dialog opens.



2 Navigate to the **Designs** folder of your EmbroideryStudio e4 installation:

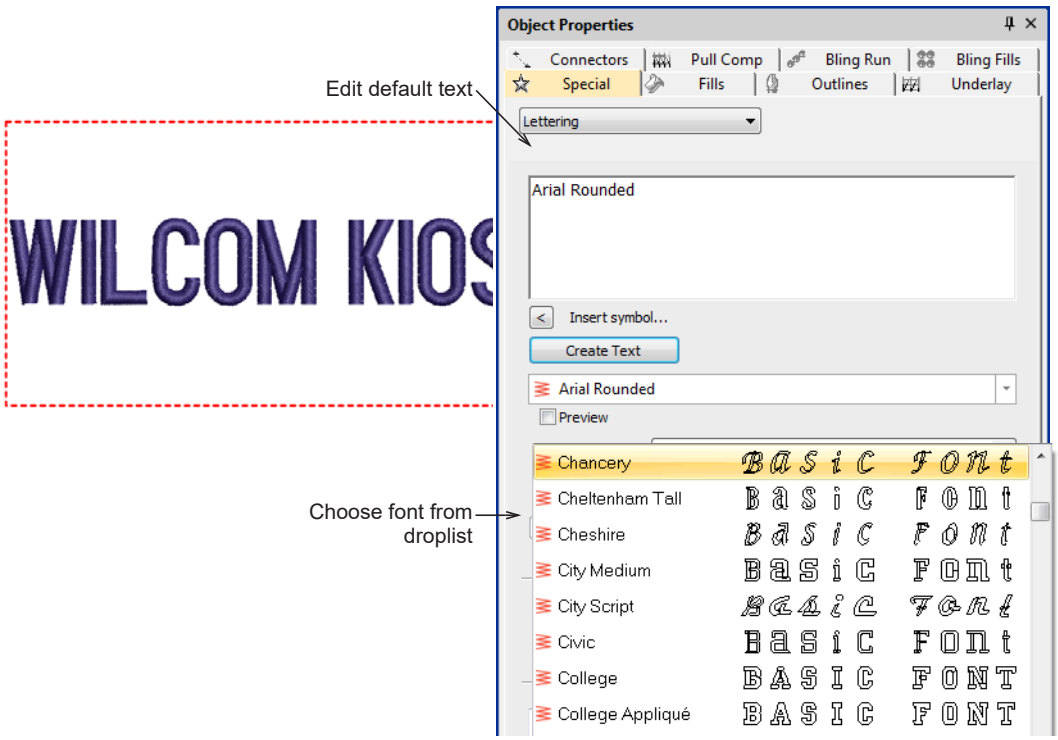
C:\ProgramData\Wilcom\EmbroideryStudio e4.x\Kiosk\Designs

Alternatively, specify your own folder.

3 Select a design to edit and click **Open**.

4 Before you do anything else, select **File > Save As** and save the design under a different name.

5 Double-click the design to open its properties.



6 Edit the default text and select an alternative font from the droplist as desired.

7 Click the **Update Text** button to view the result on screen.

8 Change default thread color as desired. The design will appear in the kiosk design chooser when you next run it.

Related topics

- Changing design location

Creating layouts based on templates

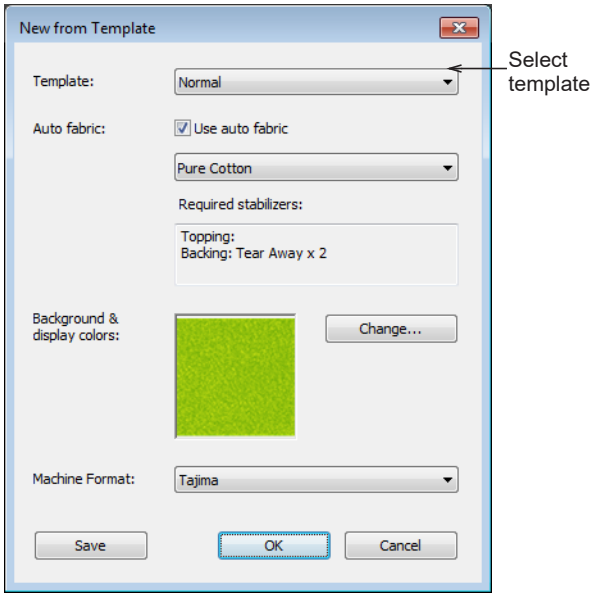
Use Toolbox > Lettering to create embroidery lettering directly on-screen. Right-click to access settings.

Use View > Auto Start & End to toggle function on/off according to the current settings. Right-click to open the Auto Start & End dialog.

Alternatively, you have access to complete EmbroideryStudio capabilities to create designs from scratch. Onscreen help is provided via the **Help** menu.

To create a layout based on a template

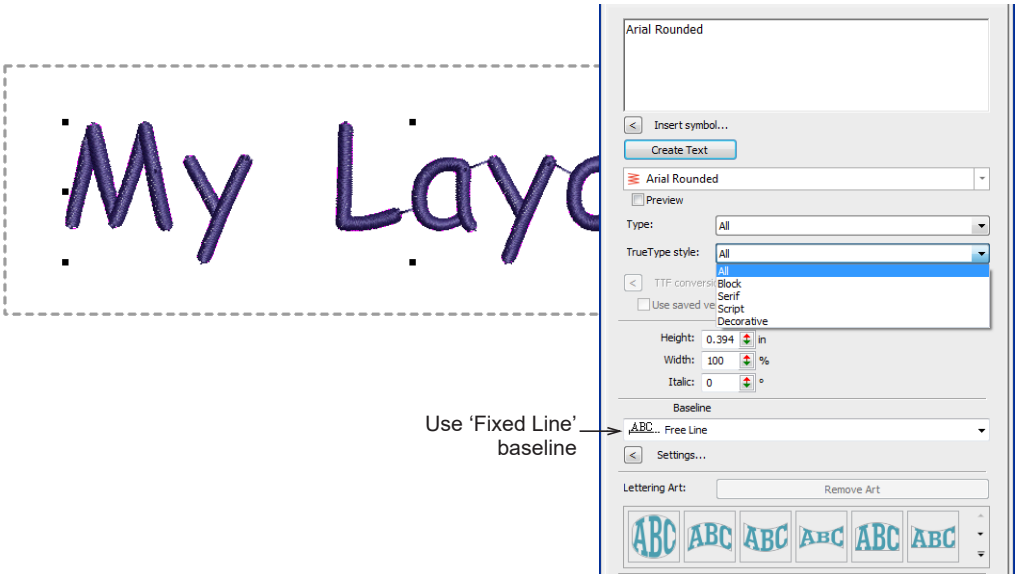
- If you are creating a design from scratch, use the **File > New from Template** command.



- Select a kiosk template if you have set one up. For example, you may set up your template to include a stitching boundary defining the area

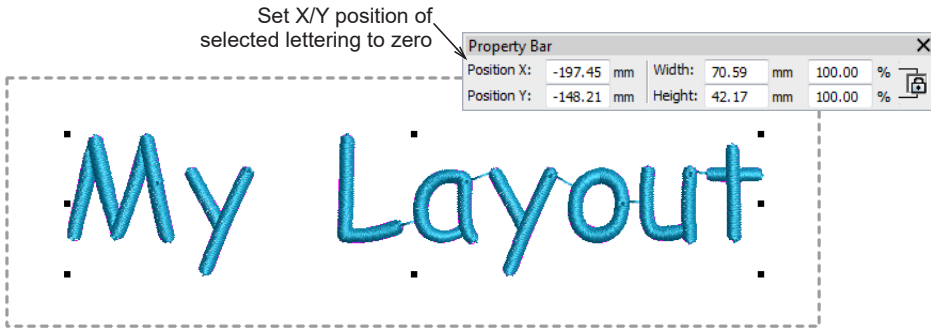
to work within, say, for cap designs. This can be drawn in **CorelDRAW Graphics**. You might also want to include a product image.

- Select the **Lettering** tool and create the text you require. Adjust settings such as font, dimensions, etc.



Note To ensure that text remains within the allowable boundary, it is safest to use the **Fixed Line** baseline.

- Change thread color as desired.



- Set the selected lettering object to position to zero (0,0) as shown. This will ensure that the lettering layout automatically centers itself in the allowable stitching area.
- When you are happy with the result, click **Save**.

  The file must be saved to the EmbroideryStudio e4 **Designs** folder:

  C:\ProgramData\Wilcom\EmbroideryStudio e4.x\Kiosk\Designs

  Alternatively, set your own designs folder.
- The design will appear in the kiosk design chooser when you next run it.

Related topics

- Setting up thread colors
- Changing design location

Creating layouts with included design motifs

	Use Toolbox > Lettering to create embroidery lettering directly on-screen. Right-click to access settings.
	Click Standard > Import Embroidery to import embroidery design file into current design.

For special occasions, you may want to create a kiosk layout which includes a special motif – for instance, St Patrick's Day, with a Shamrock at the start of the lettering. These motifs need to be about the size of a capital letter. Together with the lettering, they need to fit within the allowable stitching boundary.

To create a layout with an included design motif

1 Create a layout from scratch or based on an existing layout. See above.

2 Import a suitable design motif using the **Import Embroidery** command. See main help system for details.

3 Place the motif and key in the default lettering.

4 Double-click the lettering and set left justification in **Object Properties**.

Alternatively, if you place the motif on the right, set justification to right.

5 When you are happy with the result, click **Save**.

The file must be saved to the EmbroideryStudio e4 **Designs** folder:

C:\ProgramData\Wilcom\EmbroideryStudio e4.x\Kiosk\Designs

Alternatively, set your own designs folder.

6 The design will appear in the kiosk design chooser when you next run it. The whole design, including motif and lettering, is auto-centered immediately after text is updated in kiosk mode.

Related topics

- Changing design location

Including design backdrops

Use Color > Product Visualizer to choose a garment or product backdrop on which to position your decoration.

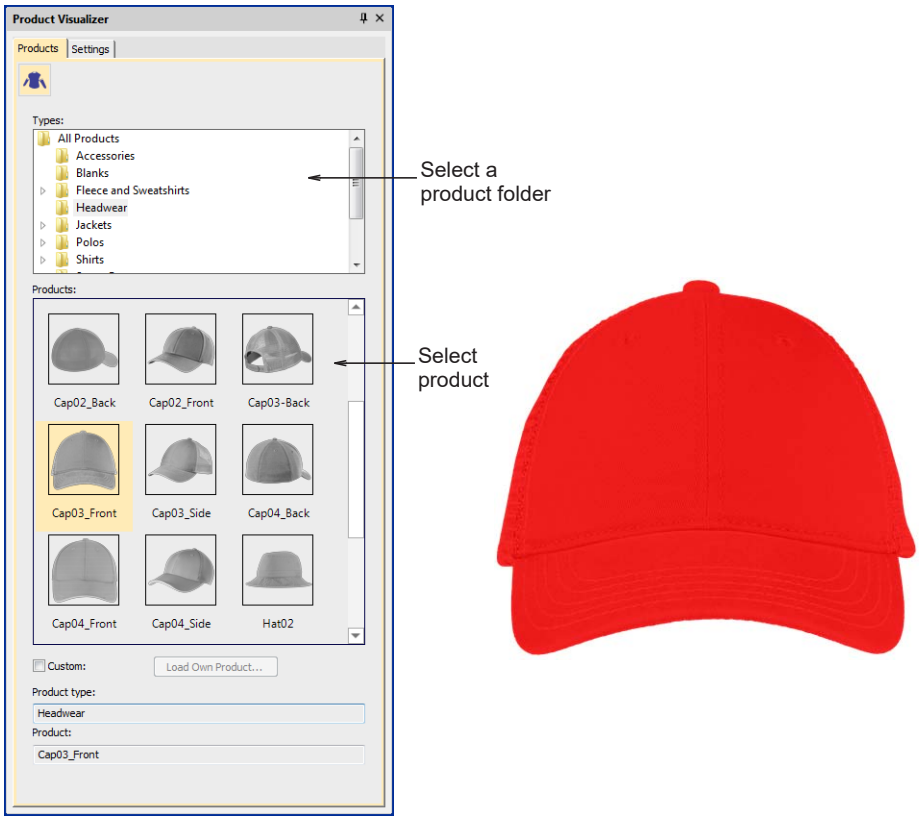
Click View > Show Product to toggle current product display. Right-click for Product Visualizer settings.

Use Zoom > Zoom to Product to view the entire product in the design window.

It's a simple matter to include a design backdrop to your design layout – e.g. a cap.

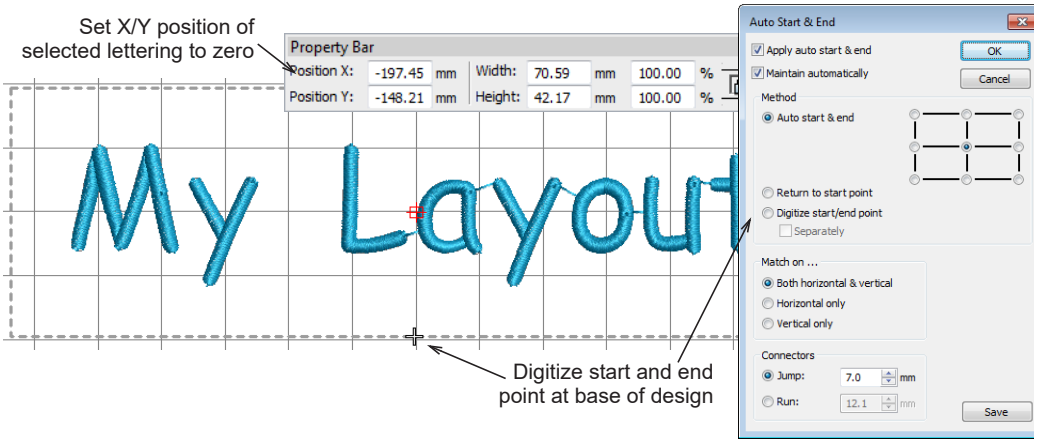
To include a design backdrop

- Click the **Product Visualizer** icon. The docker appears.



- Select a product image – e.g. cap – and set color as desired.

- Set the selected lettering object to position to zero (0,0) as shown.



- As the lettering object and stitching boundary may not be in the correct position for the backdrops, click the **Auto Start & End** icon and digitize a start and end point as shown.

Note The stitching boundary is locked in the template. It has to be unlocked to be moved.

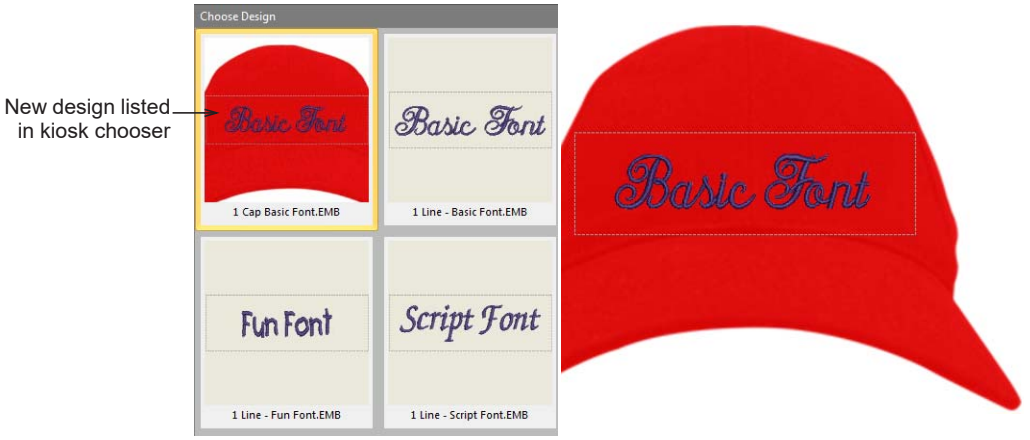
- When you are happy with the result, click **Save**.

  The file must be saved to the EmbroideryStudio e4 **Designs** folder:

  C:\ProgramData\Wilcom\EmbroideryStudio e4.x\Kiosk\Designs

  Alternatively, set your own designs folder.

- The design will appear in the kiosk design chooser when you next run it.



Related topics

- Changing design location
- Visualizing products