

Adding Keywords to Designs

Keywords give you another way for defining each design so it is much easier to search for and find a design that meets a very specific criteria. Many designs have a number of keywords that can be applied to them. For example, some designs have a Christmas theme but are also created in a specific style, like redwork style. So, it would make sense that the keywords for a design like this would be "Christmas" and "Redwork." Let's say you want to do a search that allows you to see all your redwork designs and you don't care what theme/category the design is in. Well, this is where keywords come in handy. By applying a keyword of redwork to all your redwork style designs you will be able to quickly view all the design that are marked with the redwork keyword.

Keywords - add keywords to a design that describe the type of design it is like redwork, trapunto, floral, corner, etc. You can apply as many keywords as you would like to a design. Because you can search for designs by a keyword it is best to apply as many keywords as you can that describes each design.

There are many, many different keywords you can use to define a design. Some Keywords you may consider adding to your designs are:

- Applique
- Appli-Stitch
- Redwork
- Trapunto
- Corner (this is a great way of finding designs that will work in corners)
- Shadow Work
- Scrolls
- Lace
- Winter
- Spring
- Summer
- Fall

Adding a keyword to a design is very easy to do.

1. Select a design in the Catalog Preview window you want to add a keyword to.
2. Click the "Edit Keywords" button located in the Design Preview section

If you want to apply the same keyword you have already used for a different design to the selected design, click "Keyword List" instead and then check the box for the keyword you want and press OK.

3. Type in the Keyword you want to add.
4. Press OK.

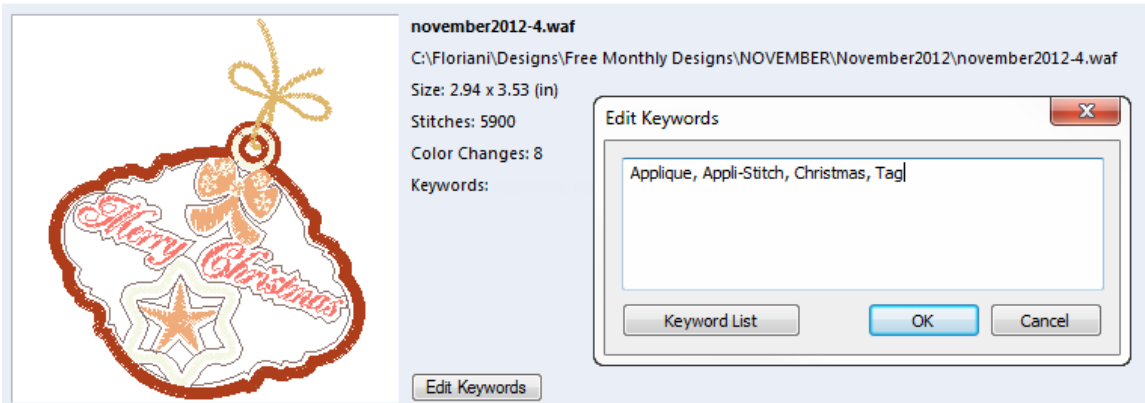
Lesson

To get started adding Keywords to designs do the following:

1. Select the first category that contains designs in it.
2. Select the first design and add keywords to it.
3. Then, continue to add keywords to the remainder of the designs in that category that you want to add them for.
4. After you finish adding keywords to designs in that category move on to the next category that contains designs and do the same thing.
5. Repeat this process until you get through all the categories that contain designs.

Keep in mind, you may not need to apply keywords to each design. If the category the design is listed under describes the design best and nothing else really applies to it you will not need to add a keyword for that design. But, for example, if there is an applique design inside of your "Christmas" category you may want to apply a keyword of "Applique" to the design.

Here is an example of a design that can have multiple keywords applied to it.



Category: Christmas

Keywords: Applique, Appli-Stitch, Christmas, Tag

With these Keywords, if I do a search in all my categories for Applique, Appli-Stitch, Christmas, or Tag this design will appear.

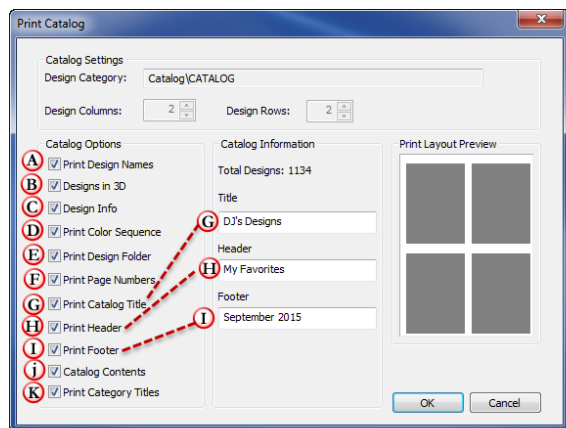
Print Options

My Design Album provides very powerful printing options. You choose what content you want printed out for your own personalized embroidery design book.

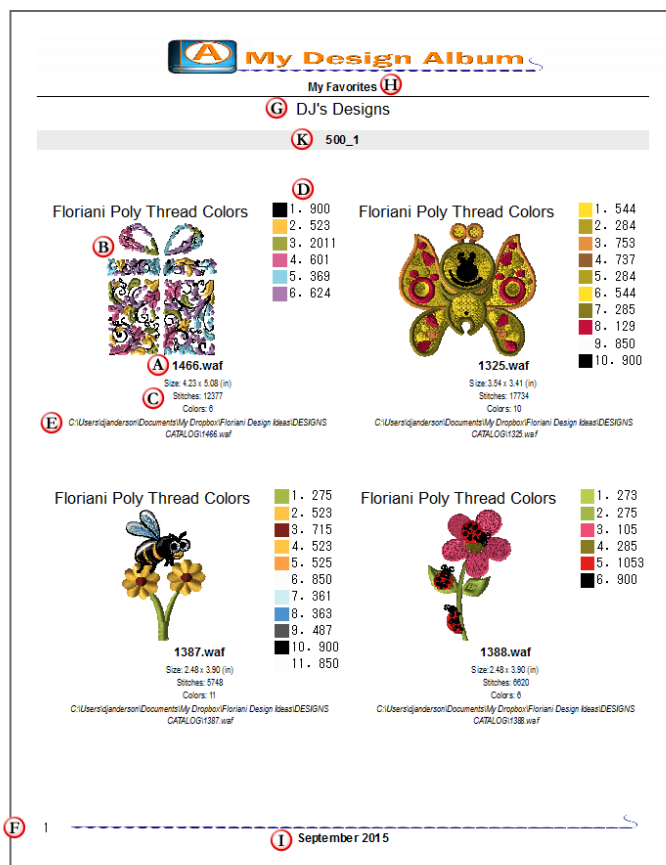
My Design Album prints the currently selected Category. So, if you just want to print one category of designs you need to select that category before going to the Print Options. If you want to print all designs located in the "Embroidery" category, select it first. To print all the designs in all categories select the "All" category before going to the print options.

Printing Lesson

1. Select a Category you want to print from the Categories List. *If you want to print all designs, select the "All" category.*
2. Click File from the menu bar and then select Print Catalog.
3. Choose which content you want to print by checking or unchecking the boxes in the Catalog Options. *See below for info on what each option is.*
4. Add a Title, Header, or Footer if desired in the Catalog Information section. *Keep in mind, to print these you need to make sure the check box for each is selected from the Catalog Options.*
5. Press OK to preview what will be printed.
6. Press Print to print the Catalog.



Catalog Contents		
1. Bugs\April01.waf		pg. 1
2. Bugs\April03.waf		pg. 1
3. Bugs\April04.waf		pg. 1
4. Bugs\april2013-1.waf		pg. 1
5. Bugs\april2013-4.waf		pg. 2
6. Bugs\beesandflowers02.waf		pg. 2
7. Bugs\bug.waf		pg. 2
8. Bugs\butterflies&flowers03.waf		pg. 2
9. Bugs\butterflies&flowers04.waf		pg. 3
10. Bugs\butterflies.waf		pg. 3
11. Bugs\butterfly01.waf		pg. 3
12. Bugs\butterfly02.waf		pg. 3
13. Bugs\butterfly03.waf		pg. 4
14. Bugs\butterfly04.waf		pg. 4
15. Bugs\butterfly05.waf		pg. 4
16. Bugs\easterbutterflies.waf		pg. 4
17. Bugs\Funny_butterfly.waf		pg. 5

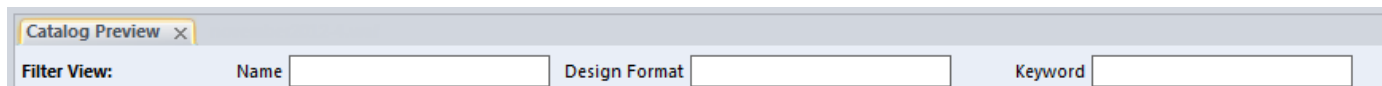


Filter Options

Inside the Catalog Preview you have the ability to filter designs you view by Name, Design Format, and Keyword.

- "Name" filter view - as you type in a name it will begin to show designs that match what you type in and remove from view those designs that don't match the name.
- "Design Format" filter view - as you type in a design format extension, like waf, it will show all the designs that have that designs format and remove from view those designs that are in a different format.
- "Keyword" filter view - as you type in a keyword it will display all the designs that have that keyword and remove from view those designs that do not have that keyword.

Because it filters only the Category that is selected at the time, if you want to filter all designs in the catalog it is important to select the "All" category from the Categories List.

A screenshot of a web application interface for filtering designs. At the top, there is a tab labeled "Catalog Preview" with a close button (X). Below the tab, there is a section titled "Filter View:". To the right of this title, there are three input fields. The first field is labeled "Name", the second is labeled "Design Format", and the third is labeled "Keyword". Each label is positioned to the left of its corresponding input field.