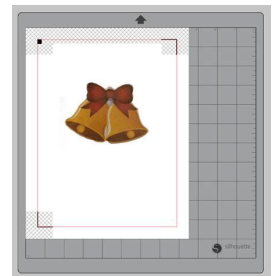


Introduction to the Silhouette Studio Design Program

1. Transfer the image or design that you will be using to the computer.
2. Then open the Silhouette Studio application. (A free copy of the software can be downloaded to a Mac or a PC from the Silhouette web site: <https://www.silhouetteamerica.com/software>)
3. Select the *Page Tools* option from the *View* menu.
 - a. Adjust the paper size to a width of 8.5 inches and a height of 11 inches.
 - b. Then select *Style* from the *Page Tools* menu and choose the *Type 1* option. This will place registration marks on the page (the black marks on three corners of the page shown in the illustration below). Registration marks allow the die cutter to accurately determine the position of the design on the page.
4. Choose the image that you wish to use:
 - a. Choose *File* and then
 - b. Choosing *Merge*
 - c. Place the image within the red lines.
 - d. Adjust the size of the design as needed.
5. Use *Tracing Options* to automatically trace the outside lines of the image.
 - a. Select the *Autotrace Icon* on the right-hand side of the toolbar.
 - b. Select the *Trace Area* icon from the *Trace Tool* menu and use this tool to select the area around the image.
 - c. Select the *Outline* option to trace the outline of the image.
 - d. To refine the accuracy of the outline, use the slider to adjust the area selected (shown in yellow).
 - e. Then choose *Cut Outline*; this will produce a red line around the shape. The red line will be used by the cutting tool (either the laser cutter or the die cutter) to cut out the object.
6. Next add a hole at the top of the ornament to provide a space to add a hanger.
 - a. Choose the *Circle* tool icon (grouped with the other drawing tools on the left-hand side of the menu).
 - b. Place a circle at the location at which you would like to attach an ornament hanger.
 - c. This will generate the line to be cut out (shown as the outline of a red circle).
7. Use the design to cut out an acrylic shape.
 - a. Save the file.
 - b. Transfer the file to a USB drive.
 - c. One of the Maker Studio coordinators (James Hutson or Tommy Muir) will take the file across the hall to the laser cutter.
 - d. You will have the opportunity to watch as the laser beam creates a plastic shape.



Decorating the Design

Choose one of two options for decorating the acrylic design.

Option I: Decorate by Hand

Decorate the acrylic shape by hand, using the glitter pens, decorative tape, ribbons, etc. available in the Maker Studio.

Option II: Create a Die-cut Overlay

1. To create a die-cut overlay for the ornament:
 - a. First send the design to the ink jet printer. Select “File” and “Print” to do this. This will print a copy of the design on cardstock with registration marks.
 - b. Place the printed cardstock page on the Silhouette carrier mat. The image should be face up. The carrier provides a stiff backing that provides the necessary support as the Silhouette die cutter cuts out the design.
2. Insert the carrier sheet into the Silhouette die cutter as shown in the illustration below.
 - a. Look for the raised ridges on the base of the Silhouette to guide your placement of the mat between them. The roller bars should just overlap the edges of the card stock.



- b. Press the “Enter” button on the Silhouette control panel. Select the tab in the top right corner of the window.
3. Then return to the Silhouette Studio program.
 - a. Select “Cut” (as shown in the and click the outline of the image you want to cut.



Advanced Option

If necessary, trace the outline for the cut by selecting the pen icon on the left side of the page. Then trace around the outside of your image.

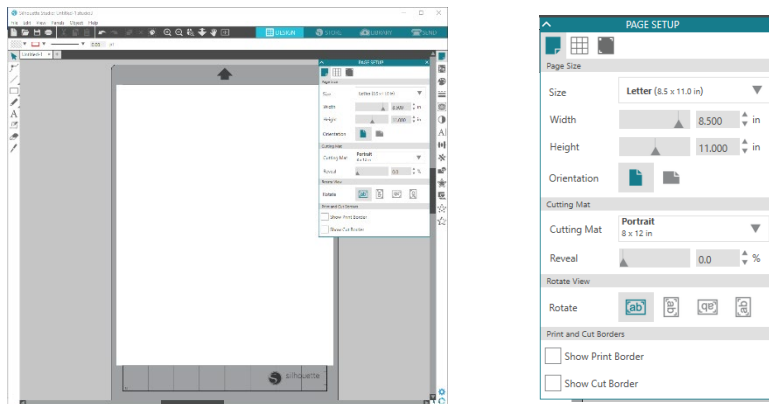
Cutting the Design

Ensure the USB is plugged into the computer and power is on

Open Silhouette Studio Software

Page Setup

From the right hand-side bar, select the page setup panel (the first icon)




- *Page Size*
 - Size: Letter (8.5 x 11.0 in)
 - Cutting Mat: Portrait (8 x 12 in)
 - Print and Cut Borders: Show both print and cut borders
- *Options*
 - Select *Show Grid*
 - Select *Square* spacing
- *Registration Marks*
 - Style: Type 1
 - Orientation: Default
- *Insert an image*
 - File >> Merge... >> Select your file (JPG, PNG)
 - Your image must be located within the red lines and away from the gray marks

- *Trace*
 - From the right hand-side bar, select the trace panel (the fifth icon)
 - Select Trace Area to select your image
 - Trace Preview: Outline
 - Threshold: Between 85% – 95%
 - Trace Style: Trace Outer Edge
- *Group*
 - In order to group your trace and the image together
- Drag your mouse and select both image and trace marks
- Right click on the collection and select group

Print

- Select *Send to Printer* from the tool bar on the left hand-side of the screen

Cut

- Place printed image face up in the top left corner of the grid on the sticky mat. Note: the page should be set up the same way it looks on the monitor.
- Place sticky mat so that the mat feeds into both the left and right rollers and press the “↑” button on the Silhouette Portrait. Look for the raised ridges on the cutter base to guide your placement of the mat between them.
- Select the  tab in the top right corner of the window.
- Set “Material” type to your appropriate media. Set the action to “Cut”, and the tool to “AutoBlade”
- Click on “Send” at the bottom of the window. The printer should start to cut your image.

- When the Silhouette cutter is done cutting, select “↓” on the Silhouette Portrait. This will eject the mat and your cut image.
- Set “Material” type to your appropriate media and set the physical blade to the recommended setting. (10/13 Demo: Card Stock; blade depth: number 5)
- Click on “Send” at the bottom of the window. The printer should start to cut your image.
- When the Silhouette cutter is done cutting, select “Enter” on the Silhouette cutter. This will eject your cut image.