



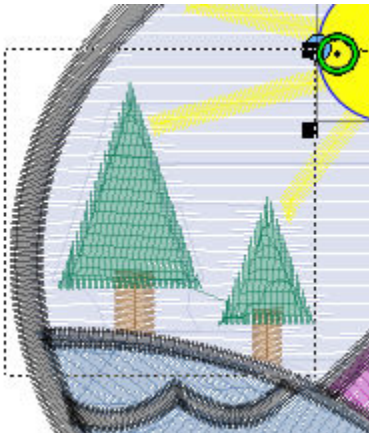
## Zoom Tools




The zoom tools are used to change the design or image magnification level in the view window. These tools **will not** change the size of your design. You will need to experiment with the variety of zoom options to determine what amount of detail is required. If you hover your mouse over the tool, a tool tip will come up to display what that tool is.


**Graphical Zoom In Tool**  This tool is used to zoom in on a specific part of a design.

1. Open a design in DesignShop software.
2. Click on the Graphical Zoom In tool.
3. When you move your mouse to the main view window, your mouse will represent the zoom tool.
4. Start in the corner on a location of your design, click and hold and drag your cursor around the element – then let go. As you are dragging your mouse, a dotted box will represent the area of graphical zoom.
5. The area of the design will now fit in the main view window.
6. Click on the Actual Size tool  if you need to start again (this one takes some practice).



**Zoom In Tool**  This tool is used to zoom in on the design in increments.


1. Click on the Zoom In tool.
2. The design will zoom in increments of 20% each time the Zoom In tool is clicked.
3. Click on the Actual Size tool to go back to the actual design size view.

**Zoom Out Tool**  This tool is used to zoom out on the design in increments.


1. Click on the Zoom Out tool.
2. The design will zoom out in increments of 20% each time the Zoom Out tool is clicked.
3. Click on the Actual Size tool to go back to the actual design size view.

**Actual Size Tool**  This tool displays the design on the screen the actual sew size of the design.


1. Click on the Actual Size tool. The design will display actual size in the main view window.
2. If the Actual Size tool is “grayed” out – then you are already viewing your design the actual size that it will sew.
3. After zooming with any of the other zoom tools, use this tool to quickly view the actual design size view.

**Fit Window Tool**  This tool is used to fit the entire design to your screen.


1. Click on the Fit Window tool. The design will now fit to the main view window.
2. Click on the Actual Size tool to go back to the actual design size view.

**Fit Selection Tool**  This tool is used to fit a selected element of your design to the window.

1. Click on an element of your design in the main view window.
2. Click on the Fit Selection tool.
3. The element will now be fit to your screen. This is a nice way to quickly view an area of your design.
4. Click on the Actual Size tool to go back to the actual design size view.

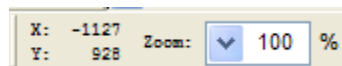
**Center Selection Tool**  This tool is used to center a selected part of the design to the center of the view window.

1. Click on an element of your design in the main view window.
2. Click on the Center Selection Tool.
3. The element will immediately move to the center of the screen.
4. Click on the Actual Size tool to go back to the actual design size view.

**Zoom Previous Tool**  This tool is used to zoom to the previous view.

1. Zoom in on a part of a design in the main view window.
2. Click on the Zoom Previous tool.
3. The design will go back to the last previous view.

**Zoom Toolbar**



This toolbar is located at the bottom left side of the screen.

1. Click on the dropdown menu to choose different zoom levels, then select the desired level. You can also type the exact zoom level in the percentage box.
2. Your design or image will display in the chosen zoom level.
3. Click on the Actual Size tool to go back to the actual design size view.