

Welcome

Welcome to WinPCSIGN !

Our congratulations on purchasing the WinPCSign software.

Founded in 1988, Sign MAX Enterprises inc. has experienced tremendous growth and now plays a greater role in the programming world. From its modest beginnings, it has now blossomed into a company that is not only aware of modern trends in its field, but also sets the pace with its cutting edge products.

Our success stems from the efficiency of our internal structures; our goals are well defined, and we can rely on a competent, versatile and dynamic team of employees.

It is because of these assets that we have been able to overcome various challenges and are now able to produce several types of software designed for industry and commerce.

It is with great joy that we now introduce our latest offering: WinPCSign Software. This high-tech product enables us to expand our horizons to include the general public to our market. Among our goals for this product, we intend to give the user a choice of tools that are effective and powerful and yet simple to use. WinPCSign software is ideal for drawing, the creation of graphics, retouching images, and vinyl cutting (lettering, logos).

We are proud to welcome you to WinPCSign. We are also eager to assist you on your journey to the wonderful world of computer-assisted drawing and graphic design.

Yvon Robert
President

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Installation of WinPCSIGN Pro version

Procedure

1. Be sure to close all open programs and insert the CD-ROM program into the CD-ROM or DVD drive.

If the autorun is active you will see the following screen. If you wish to install WinPCSIGN Pro program click the button of your language. If it doesn't start, the autorun is deactivated, jump to page 7.



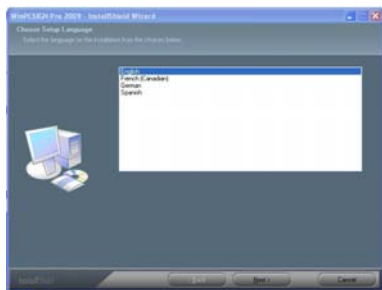
2. The following screen appears, click the button install WinPCSIGN.



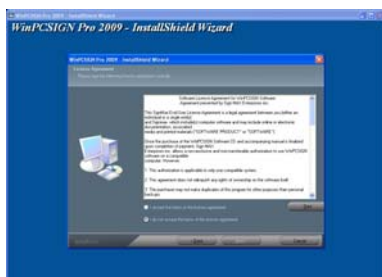
3. Click the install button to begin the installation and stop this presentation.



4. If the Setup.exe has been successfully selected, the following picture will be displayed. Select your language and click Next to continue.



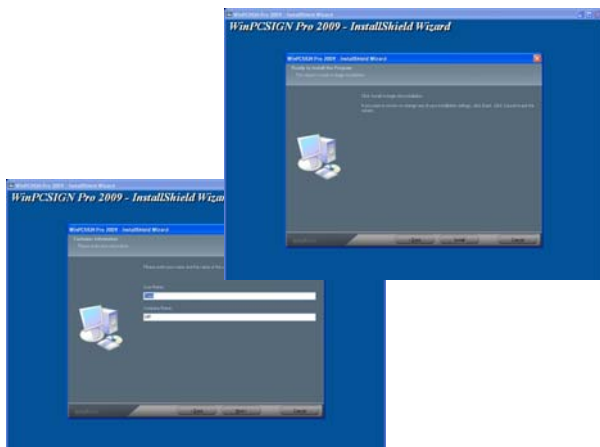
5. The installation program will show you our Software license. Please take the time to read this licence and click "**I accept**". If you choose "**I do not accept**", setup will close. To install WinPCSIGN Pro you must accept



this agreement to continue and click **Next** button.

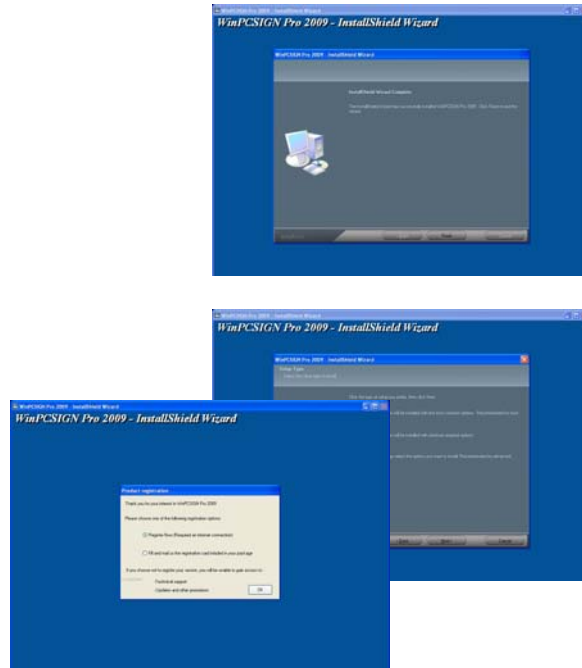
6. Please enter your name and the name of the company for which you work. You must fill the two information windows.

7. A full installation requires 800 megs of space on your hard disk, a personalized installation asks for much less space. Click the type of desired installation.



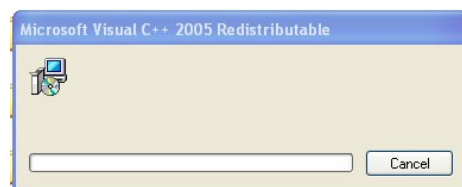
8. The installation program will suggest **WinPCSIGN** as a directory. To accept this directory click **Next**. If you want to install to a different directory, click **Browse** and create The installation setup will show you the Select Program Folder dialog box. Click **Next** to confirm:

9. When the installation screen shown Complete, click Finish.



10. You can register your WinPCSIGN Pro software by using the registration card contained in the DVD case or if you have access to Internet, use the on-line registration. Click OK to continue.

11. During the installation of the WinPCSIGN software we also install Visual Redistributable and drivers.

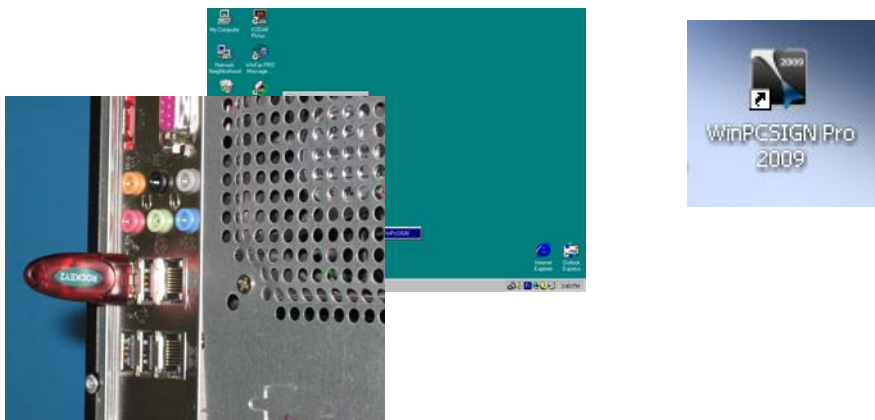


12. Security key installation (dongle). You can install the security key RockKey2 anytime, no driver to install or search, just place the security key (dongle) in a USB port.

Run the program

To run the program click the WinPCSIGN icon on your desktop or use **Start / All Programs / WinPCSIGN**

How to setup your cutter:

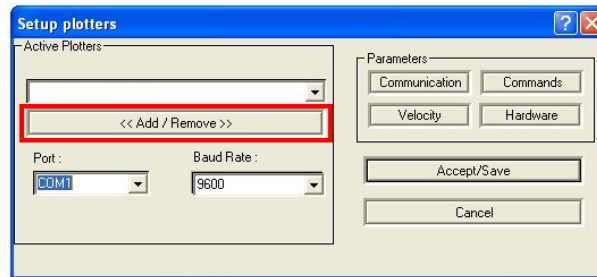


Before proceeding to the configuration this information will be necessary

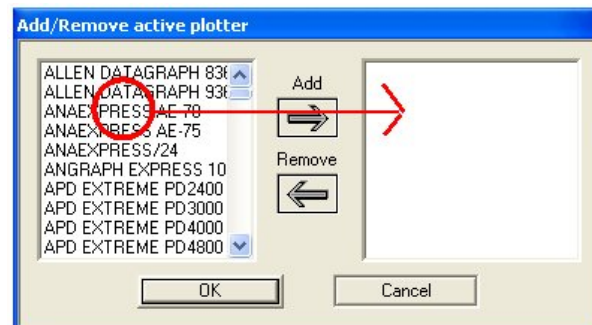
- 1) Cutter brand name and model
- 2) Type of connection
- 3) USB cable or cable supplied with cutter
- 4) USB driver.

Run the WinPCSIGN Pro software and from the **Settings menu**, click on **Plotter Codes**. Then from the **Setup Plotter** window click on **Add/Remove**. Then locate your plotter model, select it and click on the **arrow** to place the plotter in the visualization windows to the right. Click on **OK** and click **Accept/Save**.





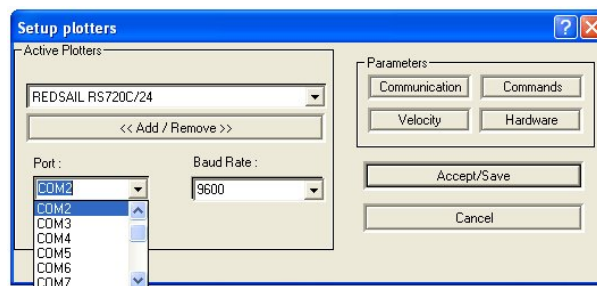
Then from the setup plotter window click on Add/Remove. Locate your plotter model, select it and click on the arrow to place the plotter in the visualization windows to the right. Finally click OK button



Next step after cutter selection, select a communication port

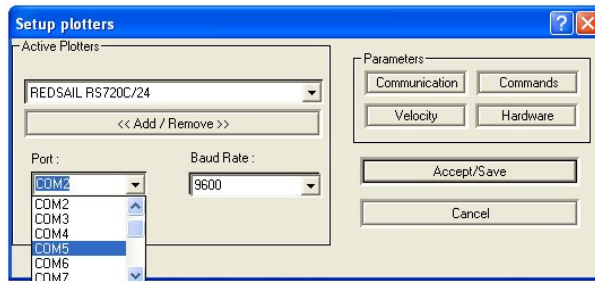
Serial cable connection. (Serial port)

If you use a serial cable between cutter and computer, use the Com port available, usually Com1 or Com2. After Com port selection, click on Accept/Save button.

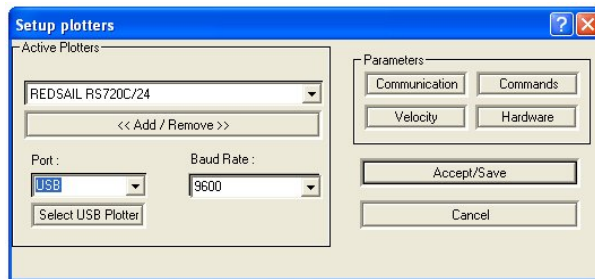


USB Serial adapter connection.

Install the USB Serial adapter to the computer, connect the serial cable to the adapter and the cutter. Turn the cutter power ON, Windows detects a new peripheral, it will generally ask for the driver. This driver is provided with your adapter.

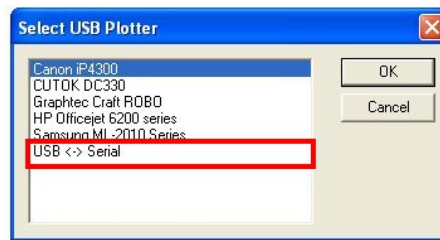


Use the Com port available previously identified in the Device Manager. If you use a USB serial converter check port in the Device Manager and configure with this port. Generally is Com5.



USB cable connection.

If your cutter is configured to a USB port, click the button to select the proper USB printer driver installed.



if your printer's USB driver is not in the list What to do...

Click the OK button to close the USB port selection window and click the Accept/Save button.

If the printer driver does not appear in the list.

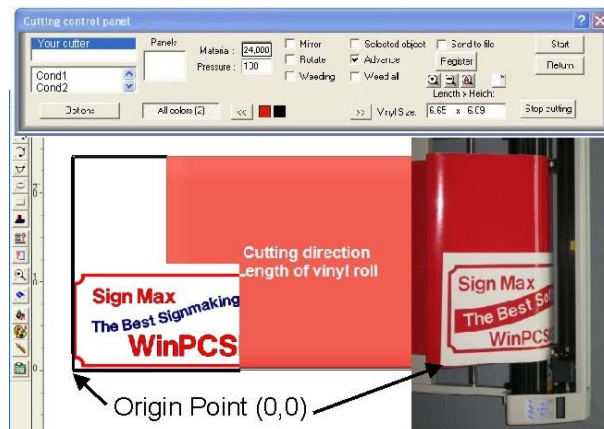
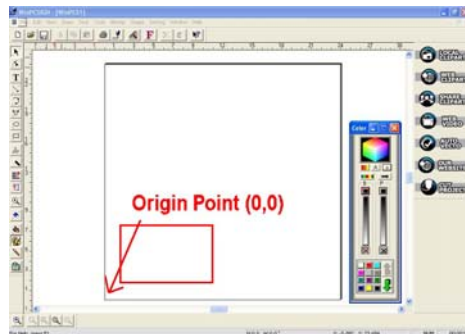
- 1) Close the window "Select USB plotter" by clicking the "Cancel" button or "X"
 - 2) Close the window "Setup plotters" by clicking the "Cancel" button or "X"
- a) Connect the computer and the cutter using the USB cable, turn the cutter power **On**.
 - b) If Windows detects a **new peripheral** it will generally ask for the printer driver; this driver is provided with your cutter.
 - c) Install the driver. If the driver is already installed, Windows will complete the installation.
 - d) Start over the cutter configuration procedure, this time the USB driver will be visible; select it.

To test the equipment:

12 Sign MAX

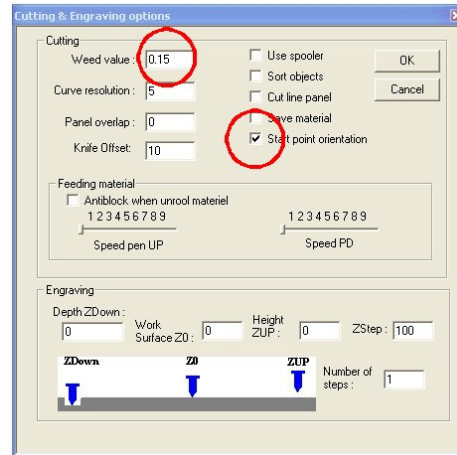
Draw rectangle near left hand bottom corner; this represents the origin point (0,0).

Click on the **Cutting icon**, this will open the **Cutting Control Panel**; press the Start button.



To enhance your cutting quality:

Click the **Options** button in the **Cutting Control Panel**
Enter a value of 0.125 or 0.150 for the **weed** value
Also **checkmark** the box for **Start Point Orientation**.



Click OK button and exit from Cutting Control Panel so that the changes take effect.



The blade offset function allows you to compensate for the slope of the edge of the blade. The advantage of choosing a good offset value is that letters have square corners and are easier to weed because the vinyl and adhesive will be totally cut.

10 units offset = 0.50 mm = 0.020 inch

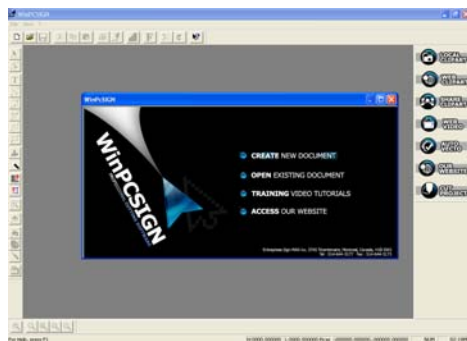
Starting out

Your WinPCSIGN Pro software is now installed and you are impatient to discover the many capabilities of the software. Your creative energy overflows, but you will need a certain time to get acquainted with the software and the equipment. The more you will explore the possibilities and functions, the easier it will be for you to create and realize your future projects.



After the WinPCSIGN Pro software installation a new icon will be created on the Windows desktop, to run the program double click the WinPCSIGN Pro icon.

A screen identical to this will appear:



You can:

- A) Create a new blank document
- B) Open an existing document
- C) Training multi-media tutorial
- D) Access our website

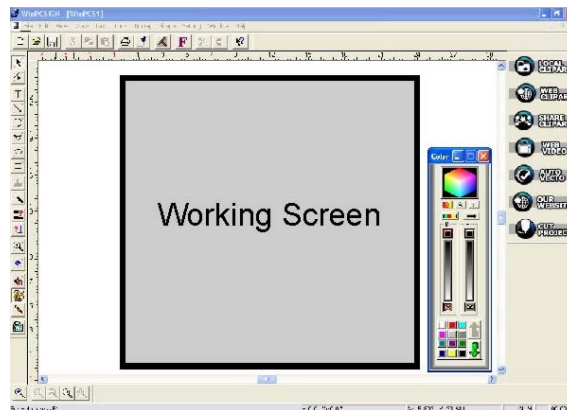
Create a new blank document

A new screen appears "Page Size"

Now you can select a page size template, create a page corresponding to your needs and select the desired working unity.

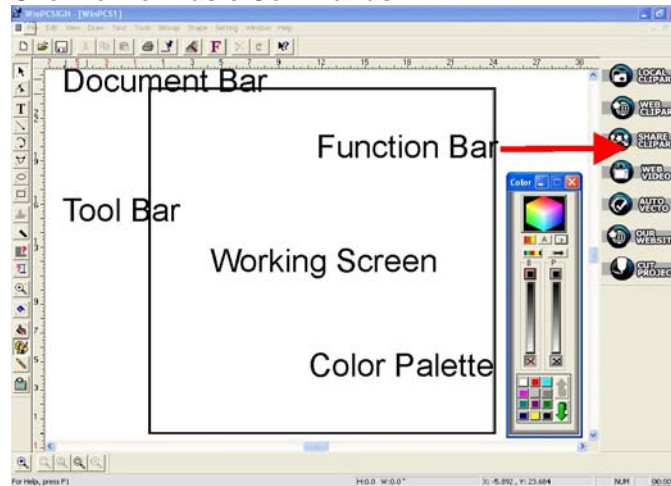


Select a **Page Size** and click “Ok”



The “working screen” opens. The rectangle represents your page according to the selected dimension and orientation. You will also see the tools, the color palette, a function bar and, on top of your screen, the document bar.

Overview of Basic Commands



Document Bar



New Documents: Open a new page (Ctrl + N)



Open: Select and open a document (Ctrl + O)



Save: Save a document (Ctrl + S)



Cut: Cut selected element(s) (Ctrl + X)

Document Bar suite



Copy: Make a copy of selected element(s) (Ctrl + C)



Paste: Insert into your page the last element(s) cut or copied (Ctrl + V)



Print: Print your design on the selected printer.



Cut: Open the cutting control panel (F10)



Redraw: Clean (Refresh) your working screen



Fonts: Open the fonts menu window.



Undo: Undo the last action(s) you did. (Ctrl + Z)

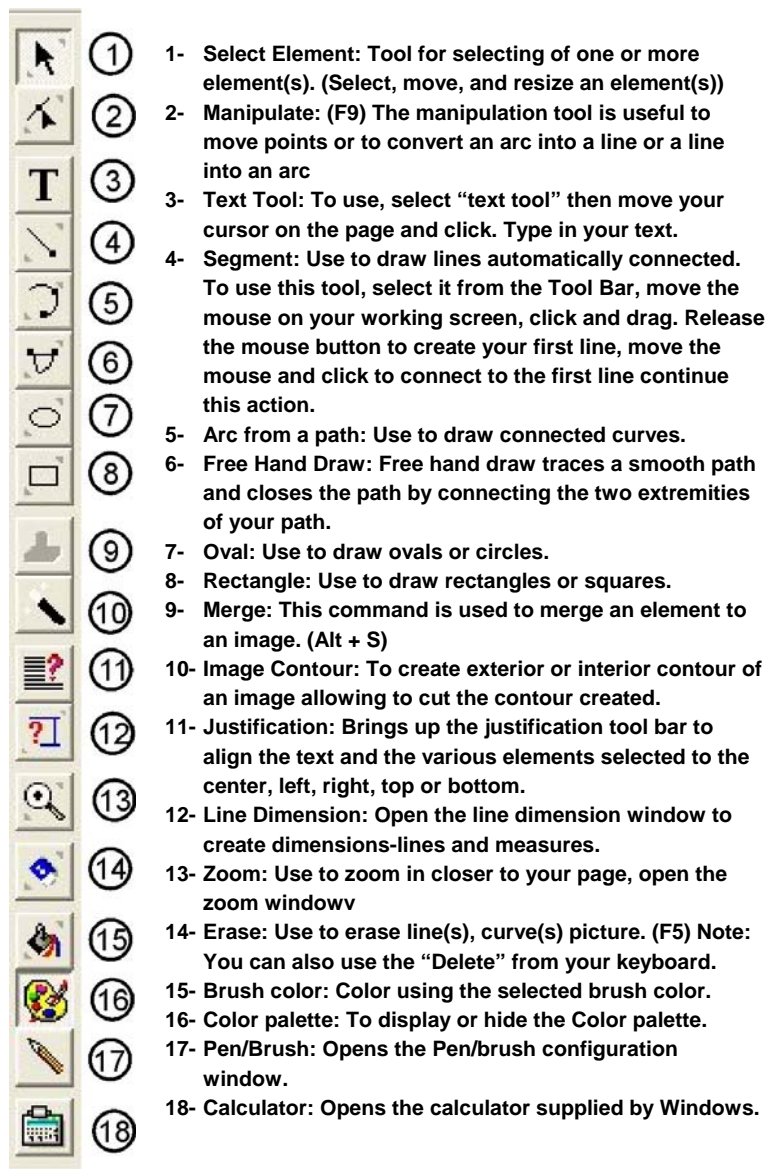


Redo: Redo the last action(s) you undid. (Ctrl + R)



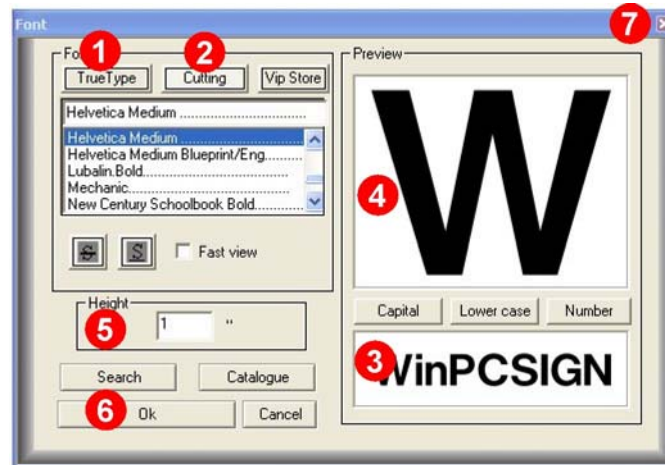
Help: Open help

Tool Bar



The most-often used functions:

Click the **Fonts** button icon on the document bar to open the **Fonts Menu** window.

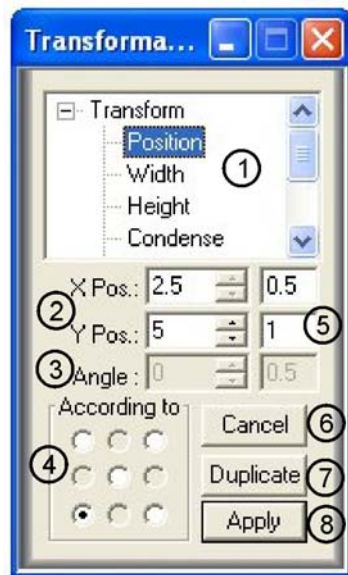


- 1- TrueType fonts:** Click the TrueType button to view and select all TrueType fonts installed on your computer.
- 2- Sign Max Cutting fonts:** Click the Cutting button to view and access all Sign Max fonts especially made for vinyl sign cutting.
- 3- To preview** what your text will look like in different fonts. You can type your text or you can use the selection tool to select a text before opening the Text & Fonts window.
- 4- Font Preview:** Allows to display the selected font under capitals letters, lower cases letters and numbers.
- 5- Font Height:** You can change the height of your text in the Height window. The height of the font is defined with the capital letter N.
- 6- OK:** Applies changes to the text and closes the font window.
- 7- X:** Close the font windows without applying changes to the text.

Transformation window

The transformation tool is specially used to modify or to compare position, height, width, condensation, slant, mirror effects, rotation and engraving functions of any selected objects or groups. This exceptional tool will facilitate your work.

Press the letter H from your keyboard.



1.Transform: Indicates which tool is selected and used.

2.Position as X and Y: Represents the position of the selected object. On the photo we see a position giving to X a position of 2.5 and giving to Y a position of 5. The left bottom screen corner represents the position 0,0. You can modify these values by typing the desired values in the window. Scroll buttons can be used.

3.Angle: This represents the rotation angle in degrees that you wish to rotate an object or the inclination (slant) angle.

4.According to: You can select the rotation axis or the mirror plan to make a transformation.

5.Increments: This represents a value that you wish to add or to decrease the position X and Y, the width, the height, the condensation, the inclination (slant) angle, the rotation angle in degrees and the engraving.

6.Cancel: This cancels (undo) the last action.

7.Duplicate: Before selecting "Apply" you can select "Duplicate" to create a copy of any selected object or groups.

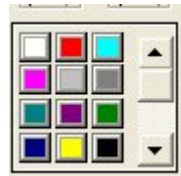
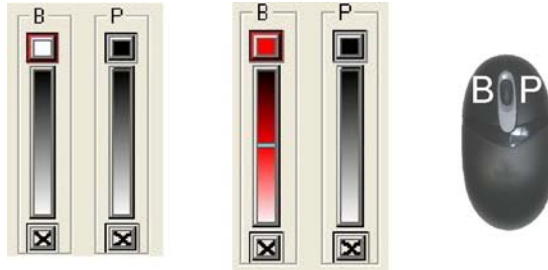
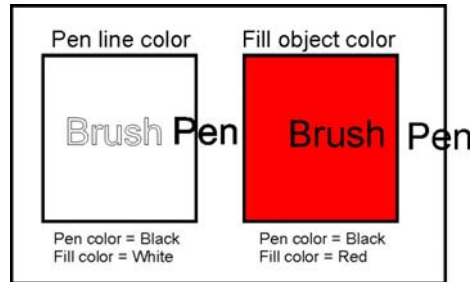
8.Apply: Apply the selected transformation to the selected objects or groups.

Note: The transformation tool measures the selected object, it is the measure of the box of the selected objects. Not recommended for text height.

Color Palette

Pen Color: The pen color or the edge of an object is what is cut out; it does not affect the fill color or color inside an object. (brush color).

Fill Color: The fill color or color inside an object. (brush color).



Palette: By selecting an object and moving the mouse cursor on a color of the pallet, you will obtain a fill color if you press the left mouse button, and a pen color if you use the right mouse button.

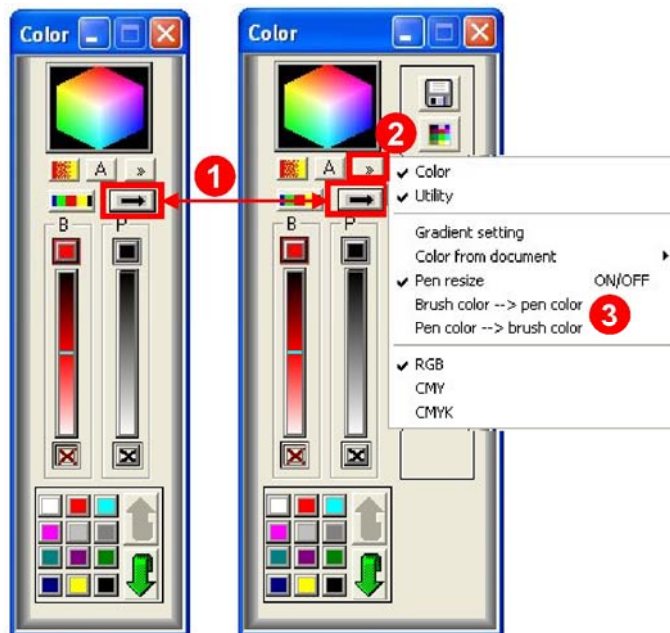


Color Box: Moving the mouse cursor over a color of the color box, you can select a pen or fill color for any selected object.



Brush & Pen Slider: These bars show what colors are currently selected for your brush (fill) and pen color (border). Clicking the "X" boxes will make the fill color or the pen color invisible. "X" are colored in red to show that they are not visible.

Click on arrow to expand the color palette or to return the palette to its previous size, click arrow again.



- 1 Allows to expand the color palette or to minimize the palette to normal size.
- 2 Allows to open an additional window of the color palette.
- 3 Allows to transform the outline colour of an object selected with

the same colour as his fill colour.

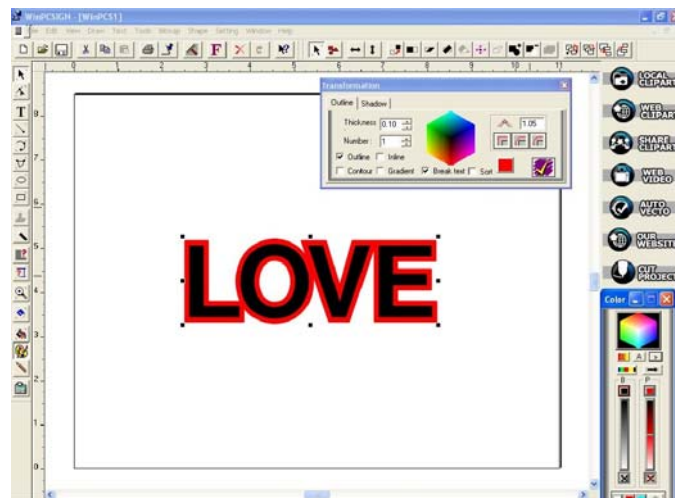
Regrouped additional tools

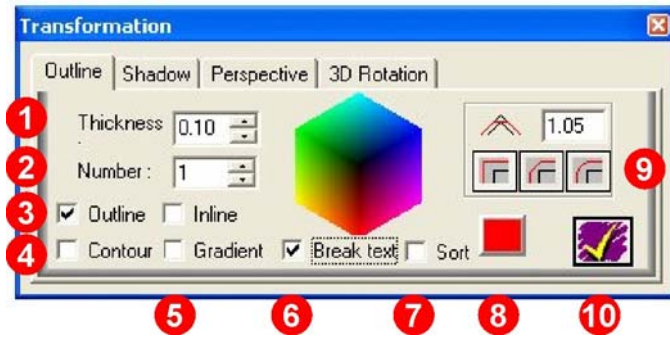
Outline

Procedure

From the Document Bar, Tools menu expand and select Outline.

The window transformation contains four tools, the first tool allows to create external and / or internal contours around a text or a logo. You can create one or more spaced external contours of adjustable thickness.



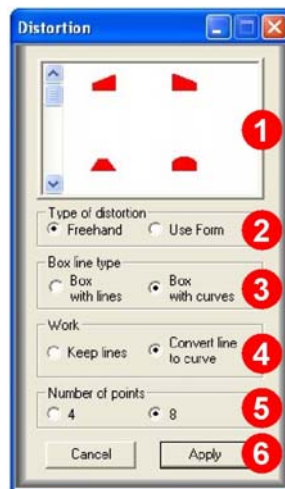
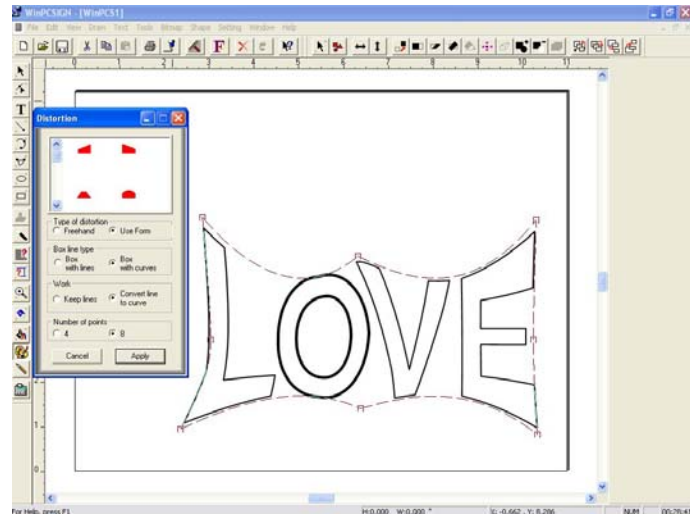


- 1- **Thickness:** Select the thickness of your outline. Always use a low value like 0.10 or 0.25. (0.25 = 1/4 inch)
- 2- **Number:** Select how many outlines you want.
- 3- **Outline / Inline:** Outline is towards the outside of the design object while inline is towards the inside of the design object. Remember that the number of inline contours is limited by the size of the object.
- 4- **Contour:** This function automatically welds the overlapped objects, select contour to make any overlapping outlines automatically weld together.
- 5- **Gradient:** Generate a color background made up according to the gradient of filling selected.
- 6- **Break Text:** This activated function separates the original text from the outline created when not activated, the initial text and outline created are grouped units and inseparable. You must break the text if you wish to create two or several outline of various thickness or different colours.
- 7- **Sort:** Arranges stacking order of the outlines generated in order to show the smallest object on top of the pile.
- 8- **Fill Color:** Displays the current outline color selected.
- 9- **Corner Style:** Select from three model styles of generated outline corners.
- 10- **Apply:** Apply your current setting to generate outline(s).

Distortion

Procedure

From the Document Bar, Tools menu expand and select Distortion or from keyboard use (Ctrl+K) brings up a window with distortion templates to transform your selection.



1. **Form Selection:** Select from preset distortion forms.
2. **Type of Distortion:** Select "Free Hand" or "Use Form".
3. **Box Line or Curve Type:** Select Box with curves, the selection with curves allows handling of curves.
4. **Work:** Select to keep the lines or to convert the lines into curves.
5. **Number of Points:** Select four or eight points. Four additional bounding boxes appear.

6. **Cancel / Apply:** Click on Apply when you are satisfied or Cancel to close the distortion window without change.

Making your first project.

Step 1

Double click the WinPCSIGN Pro icon on the Windows desktop.



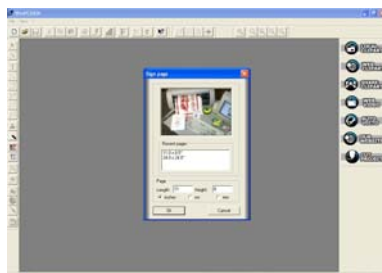
Step2

This screen should appear, double-click "CREATE"



Step 3

A new screen will appear where you can select your page size or define a new working page and choose metric or English units. (You can change the dimensions of your working page anytime.)



Step 8

By means of the mouse click the selection tool in the tools bar at your left, click the text which you typed, eight small black boxes appear around your text; this indicates that the object Hello is selected. To change the font or the height of the font, click the icon F at the top of your working screen.



Hello 3.000 inches

The height of the font is defined with the letter N capital letter of the alphabet. This menu allows to use the cutting fonts and the TrueTypes and Adobe fonts present in your computer. Furthermore it allows to change height.

Transformation Menu

Press the letter **H** of your keyboard and compare heights.

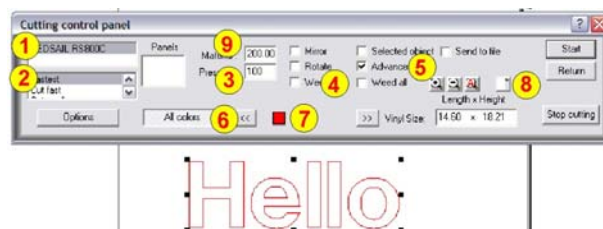


Transformation measure the box, round letters are bigger.

The transformation tool measures the selected object, it is the measure of the box of the selected objects.

If your cutter is configured, you can cut now. For this prepare your cutter, power ON, vinyl and...

Click the blade icon which opens the cutting control panel



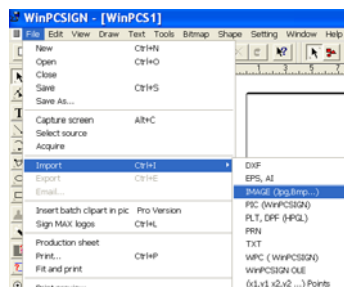
Allows to choose :

- 1 Cutter selection (if 2 or more available)
- 2 Cutting speed selection or pen speed**
- 3 Blade pressure if cutter has this function**
- 4 Weeding box activated or not
- 4 Movement of the cutter head in the end or at the beginning of the vinyl
- 5 Allows to cut by selection of 1 or several objects
- 6 Allows to cut objects by the color of their outlines
- 7 You can modify the outlines colour by selecting objects and to apply the function to use the filling colour as for the outlines colour.
- 8 Allows to verify the vinyl alignment.
- 9 Effective vinyl width.

Graphics source and Vectorization

- 1- Import from a saved graphics file.
- 2- Copy and paste graphics.
- 3- Scanning graphics.

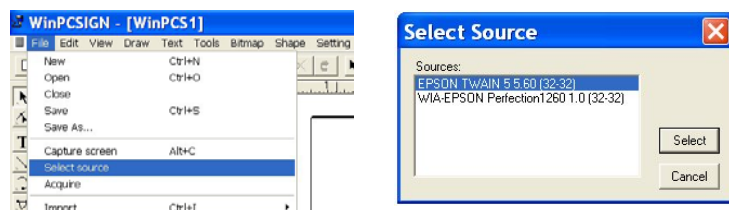
1- You can import graphics into your WinPCSIGN software by using File Menu, Import, Image. Or keyboard (Ctrl + I)



2- From another program showing a graphic on the screen, or from a Web site, you can use the right mouse button to copy the selected graphic and paste it afterward on your WinPCSIGN Pro working screen.. Use the right mouse button to copy or paste a graphic or use the keyboard (Ctrl + C) to copy and (Ctrl + V) to paste.

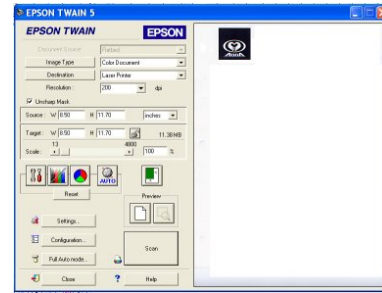
3- From a scanner, place your graphic in the scanner.

a) From the file menu, select the source and locate your scanner you will only need to do this the first time you use a scanner.



b) Select File and select Acquire

c) Your scanner menu should appear.



When digitizing your image - use the scanner functions to enlarge the image as much as possible. The larger the image, the better the conversion will be.

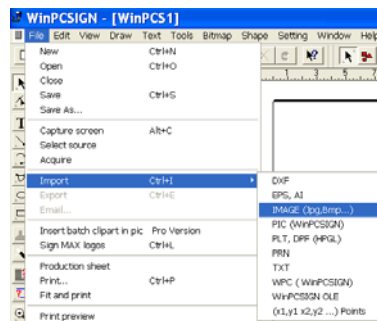
You can scan in color at 256 colors, 8 bit, 16 bit, or 24 bit.

Parameters to use :

- Black or Color drawing (Solid colors only)
- Enlarge the selected zone as much as possible
200 to 800 %
- Scan using 200 or 300 dpi

To begin the automatic color vectorization

Step 1: Import an image or scan an image.

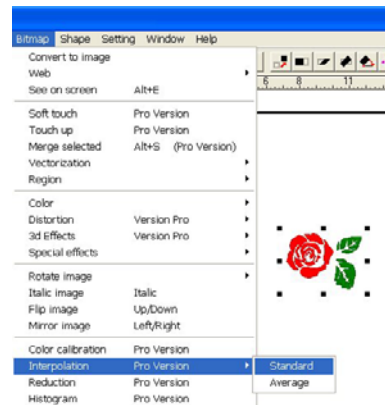


The quality of your image will affect the results. An image taken from a Web site is often of poor quality, and most of the time is too small to generate a good conversion.

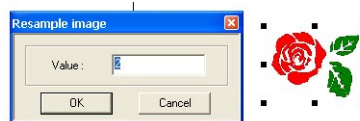
If your image presents gaps:

- 1) Size of the image is lower than 2 inches.
- 2) Visual quality is 72 or 96 dpi
- 3) Image shows stairlike borders.

Step 2: If your image shows gaps, use our interpolation tool, allowing to increase the size of your image.

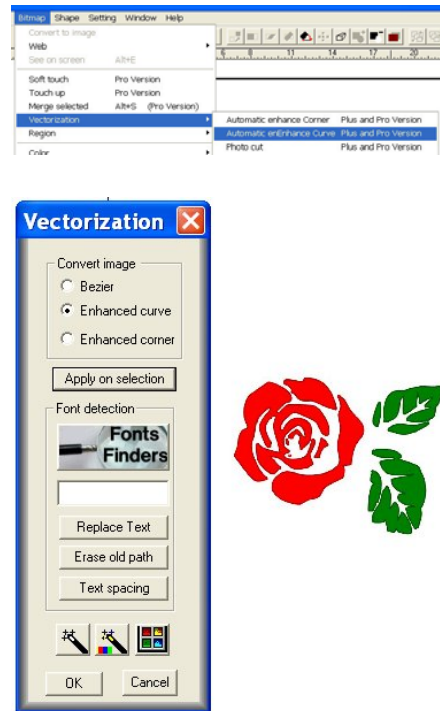


The resizing (blow up) factor of the image maybe from 2 to 20 times the original size. If your image size is 1/8 inch, a factor of 20 will be normal.



Step 3: To begin the automatic color vectorization.

From the Image Menu select Vectorization / Automatic Enhance Curve



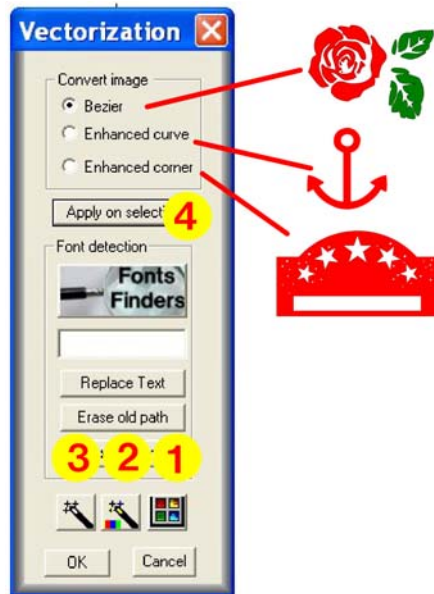
Step 4 Consists in analyzing image to be converted. We can only trace in Bézier curves, we can force the quantity of curves and arcs, we can force the creation of sharp corners and lines.

The first drawing the rose and the leaves are made only of Bezier curves.

The anchor is made with arcs and with lines it is the second choice "Enhanced curve".

Monuments is made only of lines and contains very few curves in that case we choose "Enhanced corner".





- ① Detect Intensity: Allows to increase or to remove colors or tints or allows to increase the tint or to increase strength of one or several colors.
- ② Color Resolution: Allows to reduce the number of bits by successive steps from 24 bits to 1 bit per pixel. This tool transforms an image in a black and white picture.
- ③ Make Vectorization: The magic wand allows to vectorize the drawing.
- ④ Apply on Selection: After vectorization you can select objects. The selected objects can be transformed into curves or into segments to obtain square corners.

The visual analysis of the drawing being made we have two manners to convert in vectors (vectorization)

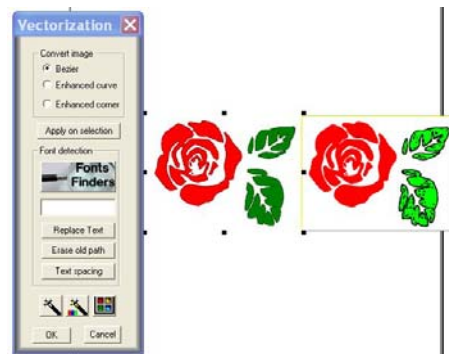
- a) The quick way
- b) The expert method

Advantages of quick way:

- 1- Conversion by keeping the number of colours wished normally the number of colours is from 2 , 3 to 6 colours.
- 2- One tool to be used is the magic wand.

Quick way conversion

- 1- From vectorization window select “Bezier”, “Enhanced curve” or “Enhanced corner” image type.
- 2- Use the Magic Wand tool (4) and click on image
- 3- Conversion process start and generate a vector image on your screen.



After conversion you can erase colours, edit paths, select one or several objects and modify the parameters of conversion.

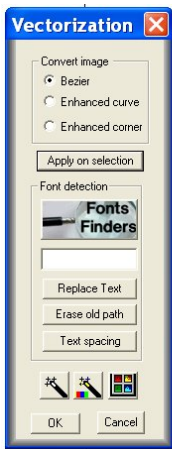
An example generated paths are curves but the rounded off corners you need sharp corners. In that case:

- 1) Select the paths to be modified
- 2) Select button “Enhanced corner”
- 3) Click the button “Apply on selection”

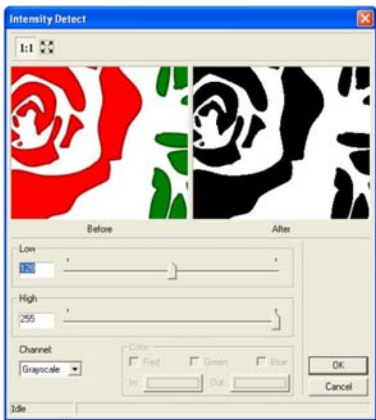
If result is satisfactory to continue if not, use the Undo tool or (Ctrl Z)

The expert method

Three easy steps.



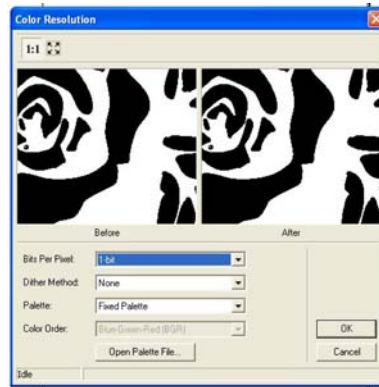
Visually this image contains a strong percentage of curves. Let us use “Bezier”.



Use the “Detect Intensity” tool and use the first slider to increase or decrease the intensity of colors.



Display mode:
1:1 real scale
Full screen(see full image)



Use the “Color Resolution” tool and use the down arrow to select 1 bit, decreasing colors to 1 bit pixel (Black & White). A black and white image generates better quality during vectorization.



Use these parameters:

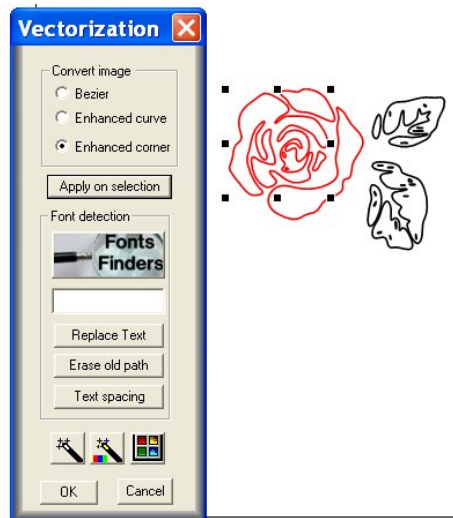
Bits per pixel = 1
Dither method = None
Palette = Fixed Palette
Color Order = Blue-Green-Red.



Use the “Magic Wand” and click on the image to be converted. After vectorization, objects can be modified by using others



conversion parameters. If a visual analysis of vectorized objects shows that one or more converted objects need squared corners, only use the “Select Elements” tool, select one or more objects, click the option “Enhanced corner” and click the button “Apply on selection”.



“Enhanced corner” forces objects to display sharp corners; if you use “Enhance curve” it forces objects to display curves, which means sharp corners become rounded.

Also good to vectorize text.

File Menu

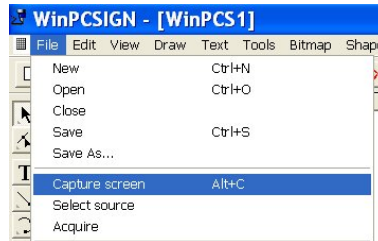
Capture Screen.

This function creates an image from the screen.

It captures everything other than the WinPCSIGN.

To see the image, simply go to the **Edit** menu and click on **Paste**.

Procedure:



Export.

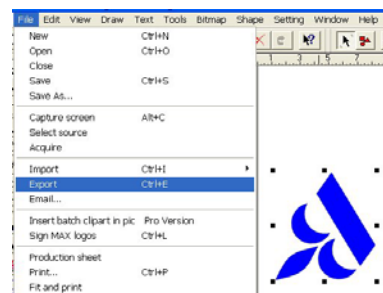
Use this option to export files to others programs.

Keyboard : Ctrl + E

Select the object(s) to export or use (Ctrl + A) to select all objects from your screen.

From the **File** menu, click on **Export**.

To export your drawing towards a .DXF, .PLT etc...



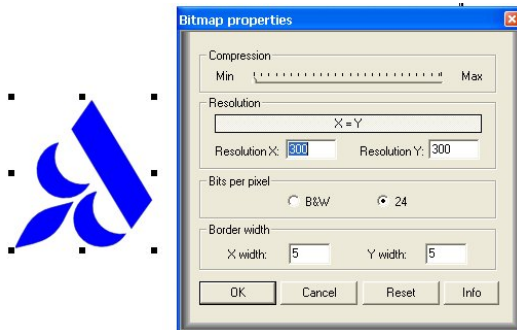
Procedure :

1. Select object(s) to export
2. From the **File** menu, click on **Export**.
3. Click in the Save in window, it will open up and tell you what drives are available.
4. Click on the drive where you wish to save your file.
5. Click on the folder and subfolder where you wish to save your work.
6. Write the desired name in the File name area, followed by the format abbreviation ex: .DXF and click **save**.

Export in JPG format.

This function will enable you to determine the quality, size and color of the image. Every time you export a JPG file, a dialog box will appear. From the Image properties dialog box, select quality, resolution and color.

The **Quality** option offers you three types of compression; minimum, average, maximum. A minimum compression will maintain the size and quality of the image. Maximum compression will save disk space but image quality will suffer. Average compression will reduce the size of the image, while maintaining an acceptable quality level. Upon making your selection, click **OK** to confirm and **Cancel** to start over.

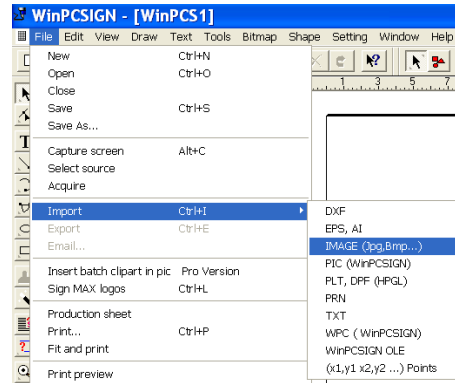


Import.

Use the **Import** command to load DXF, EPS, PRN, DPF, WPC, TXT and BMP, JPG files

Keyboard : Ctrl + I

From the **File** menu choose **Import** and select the format desired from the List Files. The **Import File** dialog box will be displayed. Select the desired file from the File name list box. Press **Enter** or click **OK**.



Procedure:

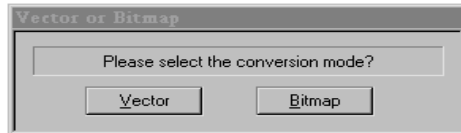
1. From the **File** menu, click on **Import**.
 2. Select the desired format.
 3. Click in the Look in window and you will see what drives are available.
 4. Click on the drive containing the file you wish to open.
 5. Select the folder containing your file.
 6. Click on your file, or enter its name in the File name area.
- Click on **Open**.

Hint:

If you don't find the desired file, click on a different type of file or select **All files *.*** from the file of type box.

Import EPS/AI.

Use EPS and AI to import files from other programs. From the **File** menu, choose Import and select **EPS, AI**. Select the desired file from the list and press **OK**. The program will show you the **Vector** or **Bitmap** dialog box, click the desired option.

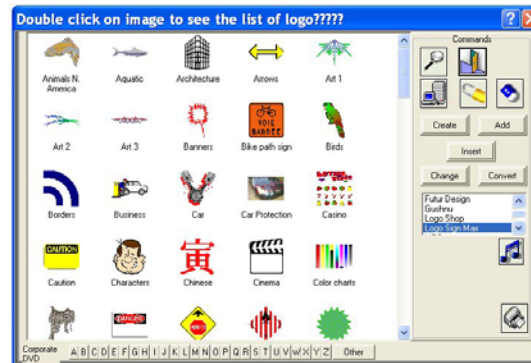


Select **Vector** if you want to plot or select **Bitmap** option if you want to print.

If you want to import an **EPS** file from Corel 6.0 or 7.0. We suggest you use **Adobe illustrator.AI** file with the option adobe illustrator 1.1. from Corel 7.0, and Adobe illustrator 3.0 from 6.0.

Access to Sign MAX logos menu.**Shortcut** :**Keyboard** : CTRL + LFrom the **File** menu, click on **Sign MAX logos**.

This operation opens the database containing images and logos that are ready to cut or print.

**Description of general functions :**

Close logos window.



Places selected group of logos in edition mode.



Places selected group of logos in exclusive mode.



Rebuilds database.



Search database.



Erase selected group of logos.



Combines a sound file to the group of logos.



Prints the group of logos. (20 logos / 8.5 x 11page)

Create : Create a group of logos with default image.

Add : Add selected elements to selected group.

Procedure:

1- On the software's work page, select the elements of your drawing, click on the Sign MAX logo menu. Or, from the **File** menu, select **Sign MAX logos**.

2- Select the group of logos and click **ADD**. The selected object will be added to the group. If needed, enter keywords in case you need to search for them later on, or press on **ESC**.

Insert : Inserts in the indicated region the selected elements within the group.

Procedure :

1- On the work page, select the elements of your drawing, click on the **Sign MAX logos** icon to open the Sign MAX logos menu. Or click **Sign MAX logos** from the **File** menu.

2- Select a logo From the Sign MAX logos window, click **Insert**.

3- In the window, enter the desired position. Your new logo will take the given position, shifting all other logos one position.

Change : Enables you to change the image representing .
Possible image types: BMP and JPG.

Conversion : Converts a group of logos coming from a previous version to the new version.

Note:

Certain functions area available at different places in the program, but they don't necessarily work the same way. For example, the **Print** function is included in the general functions and in validation functions.

Change logo group name :

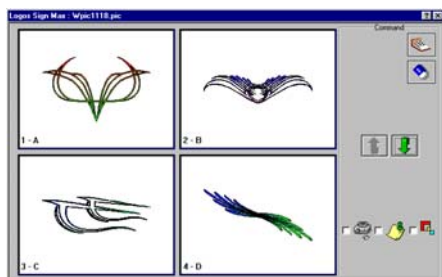
To change the name of a group, you must first select it. Click on the left mouse button. Enter the new name and press **Enter**.

To open group of logos :

To open a group of logos, you must double click the image representing the desired group. Once the group is open, you are in selection mode.

Selection mode :

Selection mode enables you to select a logo to be placed in the document, erase unwanted logos, or open the slide show or validations modes.



Description of selection functions :



Return to general menu.



Erase logo page (4 logos) or one logo in zoom mode.



Displays the next logo(s).



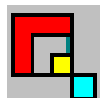
Displays previous logo(s).



Starts Slide show mode.



Open validation_mode.



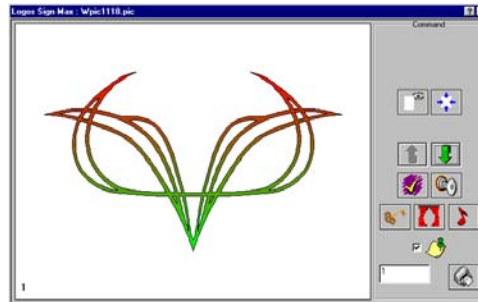
Zoom on logo. Can also zoom in with right mouse button.

Note:

To select a logo, it must be selected with the left mouse button.

Validation mode :

Validation mode enables you to modify keywords associated to logos, print logos, and select certain parameters such as sounds, backgrounds, and slide shows.

**Description of validation functions :**

See printer page.



Center logo on page.



Display next logo.



Display previous logo.



Checks logos to be printed. To remove check mark, click a second time.



Reset following parameters: number of printings, remove all Printing checks, and eliminate all backgrounds and music.



Lets you modify keywords associated to logos.



Enables you to select a background for a logo during slide show.



Associate sound file to logo during slide show.




Quit Validation mode and return to selection mode.




Prints all checked logos according to their numbers.


Procedures to associate sound file to logo :


1. Open group of logos.
2. Go in Validation mode.
3. Select logo of your choice.
4. Click on  and select your file. (See Music box).

Notes:


To know if your logo has been marked for printing, look in the upper

left corner. If it is checked: , the logo has been marked for printing. When the logo is associated to a sound file, an image appears on the upper right corner:

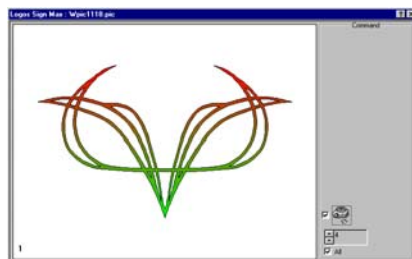
If the sound is associated to a group of logos, this image will appear: 

If the sound is associated only to the logo, this image will appear: 

If the logo has a background, this image will appear on the right corner: 

If the logo has keywords entered, the following image will appear on the lower right corner: 

Slide show mode



While in Slide show mode, the logos and their properties (backgrounds, background effects, and music) will be displayed on screen one at a time. Display time can be adjusted according to need.

To modify a logo's display time, click on either arrow to increase or decrease the number of seconds the logo will be displayed.

If the logo is associated to a sound, the display time will be as long as the longest time between the set display time and the length of the sound file.

The **All** option, located at the bottom right corner, allows you to change the display time for logos included in the group.

To display the Slide show mode in full screen, press the keyboard's "=" key.



To quit the Slide show mode, press the  icon.

Before running this option, you must configure your Plotter.

Open the **Plotter Codes** in the **Setting menu** and adjust the setup according to your plotter. Do not forget to check the communication port (LPT1, COM1 or COM2) and baud rate (9600), data bits (8), stop bits (1) and parity (None).

From the **File** menu, click on **Cutting panel** to open the cutting control panel.

Open cutting panel.

Gives you access to the Cutting control panel before sending your work to the plotter.

Shortcut :
Keyboard : F10



Use this function to send a file to the plotter. Click with the mouse on the Send to plotter icon or select **Send to Plotter** from the **File** menu. WinPCSIGN will open the Cutting option menu. Once the menu is open, click on **Start** to begin cutting or drawing. If you want to know how to cut by panel 101, 201, 301, etc., click on Cutting panel to see description.

If you want to plot a specific object from the page instead of the entire page, there are two possibilities. By changing the **color** of the pen to select the desired object, then from the **Setting** menu choose **Pen Color**. WinPCSIGN will display a color palette. Choose the desired color and click **OK**. The object's color will change into the one you selected.

You can also cut by selecting which object to cut from the drawing. In order to accomplish this, you must select the object with the mouse. Then you must go to the **Cutting control panel** and choose **Selected Object** to plot.

Click on the desired color to select the object you want to cut, then move the object to the desired position (X, Y coordinates) and click on **Start** to plot.

Cutting control panel.

The Cutting control panel has the following tools:

Plotting speed window

If you want to change the speed value, go to **Plotter Codes** in the **Setting**

Menu, open Velocity and change only the number value. (Option 2 is cut fastest)

Adjust width of Material:

You must enter the maximum vinyl value setting on your plotter. If your drawing is bigger than your vinyl width, the program will show display your work divided in panels, (101,201...) Select one and click **Start**.

Window to adjust knife (pen) pressure.

This option is only for the PRO plotter series.

By color selection key or All colors selection key.

This option allows you cut by PEN color selection.

Mirror selection.

Used to apply a mirror effect to your work.

90° rotation.

Used to apply 90° rotation on your work

Weeding.

Used to create a border on your item. The width of the border can be modified in Other options.

Send to file.

Create a cutting file.

Advance.

Move Vinyl forward after cutting.

Selected object

Cut a specific object in your project.

Note: When importing a drawing coming from software, the resolution may readjusted to obtain better results while cutting. The default resolution is 5.

- **Start** key will send message to plotter.
 - **Stop cutting** will deactivate the message sent to the plotter.

Note: Depending on your plotter or printer's capability to store information, some time may be needed to process information. If you want the plotter start immediately, go to **Options** and deactivate the **Use Spooler**.

Options

Select **Options** from the Cutting panel

Use spooler:

This option allows the use of the computer's memory buffer. Note: Use this option only with a serial connection.

Sort object:

Use this option to sort drawing before to sending it to the plotter.

Cut line panel:

This option will cut a segment between panels (101, 201,301 etc.)

Save material:

Use this option to move your drawing to X & Y origin position automatically.

Note:

After choosing an option, you must exit from the Cutting Control panel in order to activate the selected function.

If the entire panel fits within panel 101, plotting will start immediately. (Press Start)



Note:

The only time you will be asked about panels is when the sign layout is larger than the normal panel limits originally set in the **Material** option, which is the largest size that can be plotted at one time. When the sign layout is smaller than the panel limit, you don't have to deal with multiple panels and can start cutting simply by pressing **Start**.

Panels are numbered under Panels, sequentially in horizontal series, (101, 201, 301 etc.), from the bottom to the top of the sign layout. This value represents the **maximum cutting width** (vinyl) setting on the plotter. This value must be entered by the user.

Depending on the type of plotter, you may first choose to output vertically (101, 102 etc). After the first series of panels have been plotted (101, etc), the next level of panels (201, 301, 401 etc) can then be sent to be plotted. If you select the **Advance** option, you can select the entire series of panels before starting the plotting because the plotter will advance the material instead of returning to the starting point once a panel is done.

If the sign exceeds two panels on the X (horizontal) Axis, it is advisable to verify the vinyl feed on your plotter. Some Cutters may require that you advance the material manually, while others (and using the Advance option) will advance the material so that another panel can be cut right after the last one. Sprocket type cutters need not worry about vinyl feed.

When a sign extends into two or more panels (101, 201, 301...), it is sometimes convenient for the plotted panels to overlap slightly to make it easier to join them when the final sign is assembled. To

overlap the Y axis (horizontal), go to **Options**, choose **Panel Overlap** and enter the desired value (ex: 0.25 inches) or you can plot the panel 101 first, then with the help of the 4 keyboard arrows, move your drawing up to overlap the joint, then you can cut panel 201.

If you connected your plotter on LPT1 (parallel) we recommended you deactivate the **Spooler** function in the **Options** menu (see Options for description)

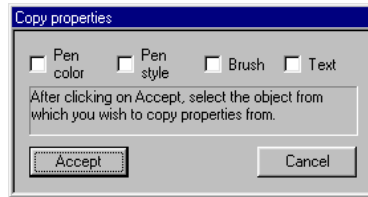
Send.

Transfers the current document by fax or e-mail. This function is only available if Microsoft Exchange is installed. See Windows documentation for further information.

Edit menu.

Copy properties.

This option allows you to copy the properties of the desired drawing to a selected one.



This function will copy an element's properties on pre-selected elements.

User can copy an element's pen, brush or text properties.

Select the drawing that you want to add the new properties to. From the Edit menu choose Copy properties. The program will show this same screen. Select the desired option and press Accept.

Note:

Text properties can only be copied to another text.

Duplicate.

Make a copy of selected element appear over the original.

Keyboard : ALT+D

From the **Edit** menu, click on **Duplicate**.

Used to make a copy of a selected element. This function will allow you to immediately make a duplicate copy of an object appear over the original one, without having to use the clipboard. Very similar to the **Copy/Paste** functions, but limited to copying on the same work page.

Procedure:

- Select, using the selection tool (or selection window with numerous elements), the element(s) you wish to duplicate.
- From the **Edit** menu, click on **Duplicate**
- Click on your object(s) and move to the desired location. The original object(s) will remain behind.

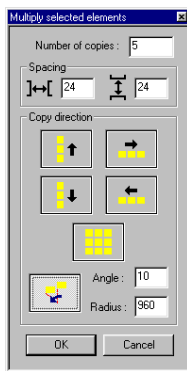
Hint:

You can also use the shortcut key, ALT D

Multiply.

To make multiple copies of selection.

Mouse : Right button



From the **Edit** menu, click on **Multiply**.

This option will enable you to create several copies of a selected element, and will let you determine their spacing.

Procedure:

1. Select the desired element.
2. From the **Edit** menu, click on **Multiply**.
3. In the **Multiply** window, insert the number of copies to be made and the required spacing between them. Click **OK** when done.

Templates.

Templates (Edit).

This function will enable you to edit or modify a template.

Procedure:

From the **Edit** menu, **Templates** submenu, click on **Edit**.

Templates. (Open)

This function will enable you to insert a template in an active document.

Procedure:

From the **Edit** menu, **Templates** submenu, click on **Open**.

Templates. (Create)

This function will enable you to create from a document a template file.

Procedure:

From the **Edit** menu, **Templates** submenu, click on **Create**.

Templates. (Associate)

Keyboard	:	Selection mode + ALT A
Mouse	:	Right mouse button.

This function enables you to associate or insert an element to an existent template. It is possible to attach texts, images and groups.

Simply select the template zone that interests you, and make an additional selection of the element you wish to insert. Then, from the Edit menu (Template submenu) select Associate. You can also access this function by clicking the right mouse button or by pressing ALT A. A copy of your element will appear in the template region of your choice. This copy will also be resized to fit in the allotted region.

NOTE: To select more than one element and/or region, you must press and hold the Shift key down while making your selections. You may also select all of them by pressing the left mouse button down while in selection mode, then simply create a selection window around the desired elements. Using this last method, you must make sure to select only the necessary elements.

To associate a single element to several regions, you can proceed individually for each region, or you can select all the zones at once, and then select the element that will be associated to all of them.

Comment.

Delete. (Comment file)

This function eliminates comment files associated to selected images.

Procedure:

From the **Edit** menu, **Comment** submenu, click on **Delete**.

Add. (Comment file)

This function links a comment file to the selected image. Simply select the desired file, and click **Open**.

Procedure:

From the **Edit** menu, **Comment** submenu, click on **Add**.


Create. (Comment file)

Enables user to create comment file (wav. format).



To create a file you will need to have a microphone already installed on your computer.

Press on the microphone button. Press **Ok** To start recording.

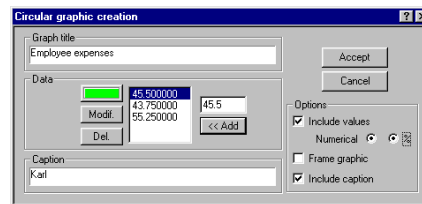
When you are done recording, press the stop  button and give a name to your comment. To listen to your comment simply click on the speaker icon. To indicate when you are recording, a red light will flash.

Note:

If you are not recording, make sure to see if your microphone is connected to the computer. Also make sure Windows is set to accept sound input (see Windows documentation).

Circular graphic.

Creates circular graphics with values and caption.

**Procedure:**

- 1- Enter a value in the box, and press **Add**
- 2- Repeat Step 1 for each value to add.
- 3- If you want the values to be displayed, click on **Include values**.

- 4- If **Include values** is selected, you must choose either numerical or %, or both.
- 5- If you want to include a caption, click on **Include caption**.
To associate a caption to its value, click on the value and write your caption in the appropriate zone.
- 6- You can also choose to add a frame to you circular graphic.
- 7- Click on **Accept** when you are done.

To eliminate a value, click on said value, and **Del**. The value and its caption will be erased.

Note:

It is impossible to recuperate deleted values.

To modify an existing value, click on the value, insert new value. Click on **Modif**.

To modify an existing caption, select the value to modify, write the new caption. The caption will automatically be modified.

To eliminate an existing caption, proceed as you would if you were to modify the caption, but erase everything instead.

To associate a color to a value, simply select the value, click on the color box, situated right of the value entry box.

Example of graphic with caption and values displayed in percentages:



Production. Numbers

This function allows you to create a series of numbers beginning with a specific number up to another given number. This function allows you to add in front of these numbers and/or after them a series of characters (letters and/or numbers).

View menu

Show markers.

This function will enable you to display markers. An active marker is in red, non-active markers are in blue.

Justification bar.

Shortcut

:



To display or hide the Align bar.
Click on **Justification bar** from the **View** menu.



The align bar will be found on the right of the screen. It offers the following tools:

- Align left
- Align right
- Center
- Vertical justification
- Center horizontally/vertically
- Align up
- Align down
- Center page
- Align to line guide
- Align left on page
- Align right on page
- Align center on page

Image bar.

Shortcut :



To display or hide the image bar.



From the **View** menu, **Toolbars** submenu, click on **Image bar**. The image bar will appear on the right of the screen and will offer the following tools:

- Merge selected
- Automatic vectorization
- Photo Cut
- Touch up
- Soft touch
- Rectangular region
- Oval region
- Personalized region
- Remove region
- Mirror image
- Flip image
- Italic
- Rotation
- Perspective

Reset Toolbars.

Replaces toolbars at their default positions.

Default.

Displays default toolbars.

Color palette.

To display or hide the Color palette.

Shortcut :

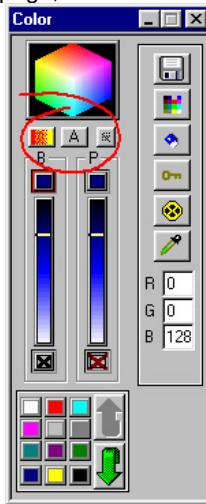


From the **View**, click on **Color palette**.

The color palette contains the necessary resources to manage colors it is essentially divided in 8 regions.



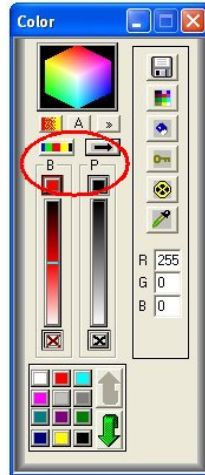
The color plan is represented by a **cube**. To select a color, click on the left mouse button to set brush color, the right mouse button to set pen color. Pressing the **space bar** will display the darker tones of the same color. You can also set pen and brush color by selecting them (the B and P squares) and left clicking the color of your choice. To modify the page, left click the color of your choice while pressing the **Ctrl** key.



The **gradient** key: This function will enable you to apply a gradient to the selected elements. Furthermore, you can apply the gradient to other elements afterwards. To exit the gradient mode, click once more on the **Gradient** key.

The **Menu** key: This displays the available options. You can set the gradient to be used, adjust the pen size so that keeps its proportions to the image if is resized. You can also set a personalized color palette. (CMY, RGB, CMY)

The **Apply** key will allow you to modify selected elements.



The Brush section (B): Contains three zones.

- a) - The first represents the brush color.
- b) - The second represents the color gradation.

The brush color is indicated by the line.

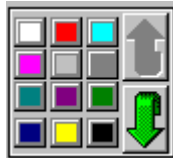
- C) - The filling mode is represented by an X.

If it is red, the brush is transparent. Black means it is activated.

The Pen section (P): Identical to the brush section

Note:

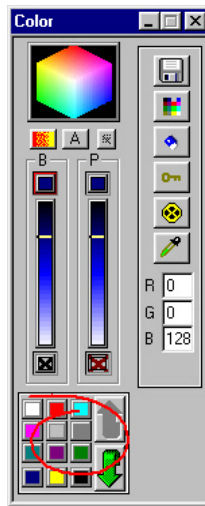
The tool in selection (brush or pen) is indicated by a red square around the selected color.



Personalized colors: To select a personalized color, left click the color of your choice. The color will automatically be transferred to the brush or pen. You can move in your color palette by using the buttons on the right.

Utility section: This section will let you modify your color palette.

The available functions are:



- Save the palette.
- Open palette.
- Erase selected color.
- Reset palette.
- Set current palette as default.
- Color from screen.

To remove a color from the palette, press the **Erase selected color** key and the color to remove next.

To obtain the color code of a specific color on screen, press the **Color from screen** key and slide the cursor over the desired color. The code representing that color will be displayed below this button. The color code can appear in RGB, CMY, or CMY. The display mode can be changed by accessing the color palette's **Menu**.

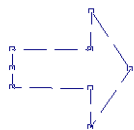
Draw menu.**Draw an arrow.**

Shortcut

:



This function will enable you to draw arrows.



Select the function and press the left mouse button and drag the mouse in the desired direction and release the button to finish. To change the shape of the arrow, just select a square and drag the mouse in the desired direction. Press enter to finish

You can modify them to suit your needs using the handles.

Procedure:

1. Place them where you wish.

Press on **ENTER** to accept them.

Registration mark.

This tool will enable you to add Registration marks to your cutting project.

Procedure to activate the **Registration mark** tool for the active document.

Procedure:

- 1- From the **Draw** menu, select **Registration mark** to activate tool.

- 2- On your work page, click at the location where you wish to insert your registration mark.

When the **Registration mark** tool has been activated, you can select the type of mark you want to use. To make your selection, you must click the right mouse button.

The Registration mark selection window will appear.

Available formats are: Circle, square, hexagon, star and cross.



The selection of the format is made by clicking on the desired image in the Registration mark selection window. Click on **Accept** when your selection is made.

Note:

When using the Registration mark tool, it is always possible to change the format of the next Registration marks. Simply press the TAB key to switch to the next type of Registration marks according to the following order: Circle, square, hexagon, star and cross...

It is possible to add Registration marks around the objects in selection by double clicking the left mouse button, or by pressing the **S** key. 5 Registration marks will appear, one at the center of the group of selected elements, the other four around the corners. Note that the Registration marks tool has to be activated.

Tools menu.

Measurements of objects.

Tool used to measure selected paths, circles and ellipses.

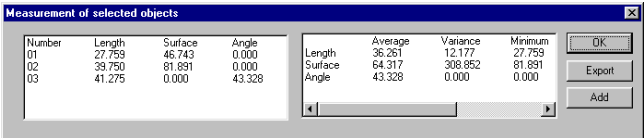
Procedure:

- 1- Select the elements from which you like to obtain measurements.
- 2- From the **Tools menu** select **Measurements of objects**.
- 3- From your measurements window, you can look at the values obtained, export them to Excel (Export key), or insert them in you current work. (Add key).

Note:

You have the possibility of using a specific scale for your data. To do so, you simply have to activate a magic ruler (See Activation of Magic Ruler) and use the software's dimension line mode (See Dimension line).

Example of measurements



Number	Length	Surface	Angle	Average	Variance	Minimum
01	27.759	46.743	0.000	36.261	12.177	27.759
02	39.750	81.831	0.000	64.317	308.852	81.831
03	41.275	0.000	43.328	43.328	0.000	0.000

The objects are listed according to their order of creation. The left portion of the window contains information regarding the elements, while on the right side you will find statistical information on the group of elements.

The angle value is obtained only in the case of elements composed of only 2 segments.


Magic Ruler. (Activate / Use)

This option allows you to measure angles, height, length or any distance in your picture. To do so, you need to take the photo with the magic ruler accessory on the picture.



This function will enable you to set and use the Magic Ruler.


The Magic Ruler is activated when you click on an image without associations.

If the following image:  appears on the lower left corner, this means that the Magic Ruler is activated for this image.

Activation procedure:

1. From the **Tools** menu, **Magic Ruler** submenu, select **Activation/use**.
2. Click on the image (with the Magic Ruler) with the left mouse button, and answer **Yes**.
3. Left click on the beginning of the Magic Ruler.
4. Left click the opposite end of the Magic Ruler.
5. You can hold the left mouse button for the second point to adjust the position. When done, simply release.
6. In the Magic Ruler Selection, select the Magic Ruler to use (if it is available in the window). Press on **Back**. If your magic Ruler is not installed, press on **Install** and follow the procedure. When done, click on **Back**.

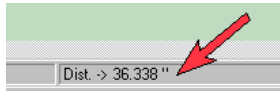


If all went well, the Ruler icon:  will appear on the bottom left portion of the image.

How to measure distances if the Magic ruler is activated.

Usage Procedure:

1. From the **Tools** menu, **Magic Ruler** submenu, select **Activation/Use**.
2. Click with the left mouse button an image with the Magic Ruler activated. This positions the first point.
3. Click with the left mouse button the second point of the desired distance.
4. Click and hold the left mouse button if you want to precisely adjust the second point.
5. The distance value will be displayed in the message bar. (See arrow bellow)



Note: As long as the button is pressed, the distance will be calculated.

See Dimension-lines for help on the subject.

If you have made a mistake, you must deactivate the Magic Ruler and reactivate it again.

Note:

Holding the **SHIFT** key down will enable you to limit your movements to the horizontal and vertical axes.

Magic Ruler. (Deactivate)

Deactivates the Magic Ruler associated to the selected elements.

Note:

The image must be selected before selecting this option.

Magic Ruler. (Dimension-line mode)

Once activated, the new lines will use the scale defined by the magic ruler.

Activation Procedure:

1. Select an image where you have already an activated Magic Ruler.
2. Go to the **Tools** menu, **Magic Ruler** submenu.
3. Select **Dimension-line-mode**.

For that point onward, all dimension-line measures taken will use that scale.

Note:

To deactivate **Dimension-line mode**.

Deactivation procedure:

1. Deselect all.
2. Go to the **Tools** menu, **Magic Ruler** submenu.
3. Select **Dimension-Line mode**.

Note: Holding the **SHIFT** key down will enable you to limit your movements to the horizontal and vertical axes.

Rotate Transform submenu.

This option allows you to rotate objects and texts

Select your drawing then choose **Rotate** function from **Transform** submenu or click **Ctrl + F2** to activate the function and your drawing will be enclosed with a blue rectangle.



Press and hold the left mouse button and move to the desired direction. You can also move the center to a new position and rotate the drawing around the center.

Italic Transform submenu.

This option allows you to italicize an object and text.

Select your drawing then choose **Italic** function from **Transform** submenu or click **Shift + F2** to activate the function and your drawing will be enclosed in a blue rectangle.

Press and hold the left mouse button and move to the desired direction.



Orthogonal rotation.

Shortcut

:



Applies a rotation to bring segment to the nearest 90° angle. The rotation affects the selected elements.

If you want to apply a rotation on a single element of the selected group, press and hold the **Shift** key while clicking the desired object.

Note:

You can only apply this rotation on a path. However, it applies to the whole selection.

Zoom selected.

Shortcut

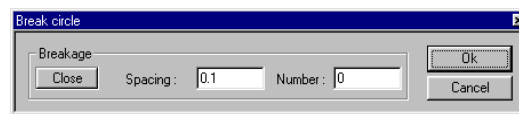
:



This function lets you get a closer view of the selected elements.

Break into pieces.

Breaks a circle into arcs of equal size. The spacing between them can also be adjusted.



Spacing :

The distance between two arcs.
The distance is measured according to the unit of measurement selected.

Number:

Indicates the number of arcs to create.

Close:

Links the extremities of each arc to the center.

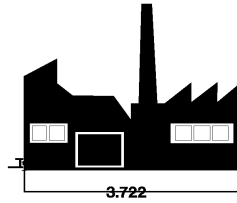
Dimension line.

Use this option to measure and determine the size of an object or the distance between them

Choose **Dimension line**, and the desired direction (Horizontal, vertical, Diagonal or Angle.) Click the first point then drag the cursor to the last point, drag the mouse in the position where you want the value to appear.

Horizontal dimension-lines.

Trace Dimension-lines to measure horizontal distances.



Procedure:

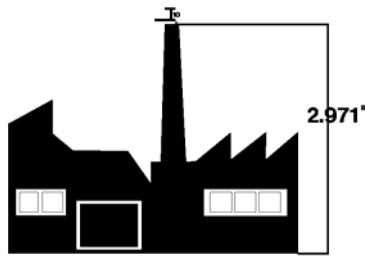
1. Click on the first point that interests you.
2. Move to the second point and click.
3. Click a third time to select the position of the text.

Note:

To create a customized dimension-line, you will need to select the **Text** tool and click the dimension-line's text. A customized dimension-line must always have its Active Distance option deactivated. By default, the option deactivates automatically.

Vertical Dimension-lines.

Trace Dimension-lines to measure vertical distances.



Procedure:

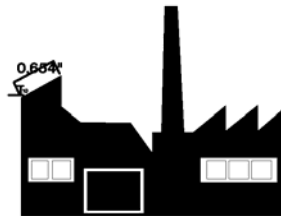
1. Click on the first point that interests you.
2. Move to the second point and click.
3. Click a third time to select the position of the text.

Note:

To create a customized dimension-line, you will need to select the **Text** tool and click the dimension-line's text. A customized dimension-line must always have its Active Distance option deactivated. By default, the option deactivates automatically.

Diagonal cote-lines.

Trace Dimension-lines to measure diagonal distances.

**Procedure:**

1. Click on the first point that interests you.
2. Move to the second point and click.
3. Click a third time to select the position of the text.

Note:

To create a customized dimension-line, you will need to select the **Text** tool and click the dimension-line's text. A customized dimension-line must always have its Active Distance option deactivated. By default, the option deactivates automatically.

Angular cote-lines.

Trace Dimension-lines to measure angles.

Procedure:

1. Click on the first point that will be the angle's center.
2. Move to the second point and click.
3. Click a third time to select the position of the text.

Note:

To create a customized dimension-line, you will need to select the **Text** tool and click the dimension-line's text. A customized dimension-line must always have its Active Distance option deactivated. By default, the option deactivates automatically.

Dimension-line setup.



This window will enable you to configure which measurement unit is used, whether to include the unit or not, it is also used to determine the precision used.

The Active distance option allows you to compensate for condensation.

When you are satisfied, simply click on **Apply** and the modifications will affect the selected dimension-lines and those that will follow.

Dimension-line font configuration.

This function will open the font window.
Select the font used to display the measurements.

When you are satisfied, simply click on **Apply** and the modifications will affect the selected dimension-lines and those that will follow.



Center Vertically and Horizontally.

To align vertically and horizontally the selected objects.



Center page.

This function will place the selected elements to the center of the page.

Procedure:

- 1 Select the desired elements with mouse.
- 2 Select **Center Page** from the align bar.



Align up.

This function will align elements according to element placed highest.

Procedure:

- 1 Select desired elements.
- 2 Select **Align up** from the Align bar.



Align down.

This function will align elements according to element placed lowest.

Procedure:

- 1 Select desired elements.
- 2 Select **Align down** from the Align bar.



Align left on page.

This option will enable you to align all selected objects and texts in edition mode on the left side of the printer/sign page.

To apply this function, select it from the justification bar.



Align right on page.

This option will enable you to align all selected objects and texts in edition mode on the right side of the printer/sign page.

To apply this function, select it from the justification bar.



Align center on page.

Shortcut :

This option will enable you to align all selected objects and texts in edition mode to the center of the printer/sign page.

To apply this function, select it from the justification bar.

Write in Bold characters.

Shortcut :



Function used to write bold text.

Write italic characters.

Shortcut :



Function used to write italicized text.

Write underlined characters.

Shortcut :



Function used to write underlined text.

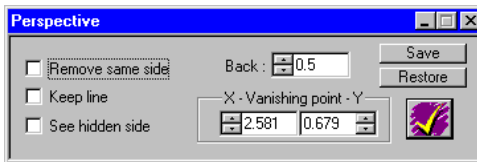
Perspective 3D.

Shortcut :



This function enables you to create a perspective effect on the selected elements.

Example of possible effect:

**Description of commands.**

Back : Corresponds to the depth of the object. The value varies in relation to the vanishing point (from 0 to 1).

Vanishing Point: Corresponds to the point towards which the objects are converging.

Save : Saves one set of values for the **Vanishing point** and **Back**.

Restore: Restores saved values.

The **Remove same side** option removes common ridges.

The **keep Line** option breaks path into segments. This option keeps all common sides.

The **See Hidden side** option. Usually, sides that aren't visible are removed. This option enables you to keep all of them.

The **Check mar** indicates that you want to apply the modifications.

Shadow with transparent.

This function enables you to create a selected object's shadow with a transparent effect.

To create this shadow, you must determine in what direction it will be cast, the distance in relation to the object, and the shadow's color.

All these parameters are adjustable from the Shadow window:



The “°” symbol represents the angle of the orientation of the shadow when compared to the image from which it originates. “D” represents the distance between the image and its shadow.

When you are satisfied with the selected parameters, press on **Apply**.

If you make a mistake, or simply want to remove an object's shadow, just select the object and press **Cancel**.

If you choose to keep the shadow, you should now that it is possible to move it around independently from its originating object by dragging it with the mouse. It will still be lined to its originating object.

After moving the shadow, if you want to move both shadow and object, deselect your shadow (by clicking elsewhere), and

click the object. Both the object and its shadow will move together again.

Note:

To modify an existing shadow, you must use the same window.

Hint: To create a shadow that does not seem to originate from an object, you must create that object, apply a shadow to it, and remove the pen and brush color from the original object. You can also place a distance of 0 between the object and the shadow.

Subscript.

Shortcut :

This option enables you to write in subscript format.

To write in subscript format, select the option from the Text bar, the cursor will assume the appropriate position.

Print Permission.

Shortcut :

This function will enable you to apply or not the permission to print a selected object.


When permission is denied, a red X will appear in the lower left corner of the object.

Cut path.

Shortcut :

This option will enable you to cut in two sections an arc, segment, or curve.

Cut straight line.

Shortcut : 

This function will let you cut along straight lines.

Procedure:

- 1- Click and hold at the location where the line is to begin.
- 2- Move mouse along the desired line.
- 3- Release when done.

All objects situated under the line will be cut along that line.

STRIPE


If you want to stripe a text, you must to convert it to path before you apply this option.

Note:

Holding the **SHIFT** key down during the operation will enable you to cut a straight horizontal or vertical line across your object, dividing it in two.

Round Corner.

Use this function to round up an image's corner.

Shortcut : 

Procedure:

- 1 Select this option in the Manipulating bar. Hold the left mouse button, and slide to create a window around the desired element.

Or

2 Select this option and click at the location you want to modify while holding the left mouse button. Release when ready.

Precision tool.

Shortcut :



This method will enable you to draw with great precision arcs, rectangles, segments, and circles.

Segments:

This precision tool will let you determine the degree of precision used to create segments in a drawing. Enter a value for X and Y at the start of your segment, as well as for the end of the segment. Select the number of divisions and the space between them. When done, press **O**

Rectangle:

Start your rectangle by attributing the lower corner X and Y values. Attribute your rectangle a height and length. Click **Add** and **O**.

Points arc:

Procedure:

- 1 Attribute an X/Y for the first point.
- 2 Attribute an X/Y for the second point.
- 3 Attribute an X/Y for the third point.

Exponent format.

Shortcut :



With this function you will be able to write in exponent formats.

Write the first portion of the number, then, for decimals, select the **Exponent formats** option in the

Text bar. The cursor will have been modified to write exponent.

Convert to circle.

Shortcut : 

Transform path to circle.

This option enables you to click on a path and create a perfect circle.

Three points circle.

Shortcut : 

Used to draw a circle using three points.

Procedure:

1. Click three points on the circumference.

Note:

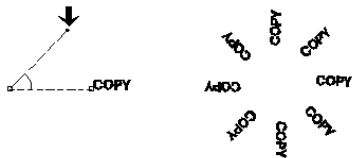
When you click on your third point, you can hold the left mouse button to determine the size of the circle.

Radius copy.

Tool used to copy elements in a circular fashion.

Keyboard : Alt + R

For the function to apply, you need to have pre-selected elements.

**Procedure:**

1. Define the radius and angle.
2. When you are satisfied press **ENTER**.
3. Repeat operation as often as needed.

Note:

If you double click the angle point, a window will appear where you can enter an angle value.
Same thing will happen if you double click the center point.

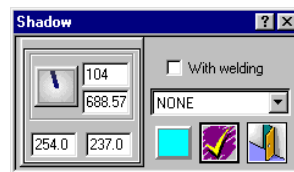
Shadow.**To create shadows of selected objects.**

From the **Tools** menu, click on **Shadows**.

This application will enable you to create a shadow for selected objects, texts and elements.

Procedure:

- 1- Select the desired element.
- 2- From the **Tools** menu, click on **Shadow**.
- 3- The Shadow window will appear.

**Orientation**

- You must select the objects from which you want to cast a shadow.
- You can determine the location of the shadow with different methods:

- By polar coordinates: by moving the dial, you can determine the orientation of the shadow in relation to the original object. The angle (in degrees) will appear in the top window, to the right of the dial and the distance (from the center of the object to the center of the shadow) will appear in the second box from the top.
- By Cartesian coordinates: In the two bottom windows, you can determine the X and Y distance between the center of the original object and the center of the shadow.
- You can also select the shadow and move it to the desired location using the mouse. Simply click and hold the left mouse button over the selected object and move it to where you want it to be placed, and release. When using this method, you will notice that the polar and Cartesian coordinates will be modified accordingly.

Note: The unit used in measurements is the one selected in the **Setup (Setting)** menu).

Types of shadows

- If you have several elements overlapping each other, you can determine whether you want their shadows to be welded together into one single shadow or whether each of them should constitute an individual element. To do so, you must decide if you want to use the **with welding** option.

You can also select the method of creating shadows. Selecting **None** will mean that the shadow will be identical to the original object. **Drop** will create a shadow made only of the visible portion of the shadow (in cases where the original object overlaps the shadow). The **Drop + back** option will create a welded copy of the original object WITH its shadow. This welded shadow will appear over the original image.

To modify the color of the outline of the shadow, simply click on the color rectangle to access the color palette.

To accept the type and direction of shadow, simply click on the checkmark. To cancel the creation of a shadow, click on the door.

OR

Another way to create shadows is to go to the **Shape** menu, **Welding** submenu, and click on **Shadow**.

Color trapping.

This function allows you to create an overlap for your artwork which compensates for the inherent inaccuracies in the Screen Printing process.

Before selecting this option you must have at least two colors on screen which overlap each other.

Choose **Color trapping** from the **Tools** menu. Draw a window with the mouse around the objects. WinPCSIGN will open the **Overlap** dialog box and you will choose the overlap distance.

Superimposition of colors will help you respect the common borders of different colors. It creates a security zone around adjacent elements. This outline will prevent light from penetrating and will prevent the apparition of white lines or new colors.

When printing, color trapping will help you preserve the integrity of each color, but to do so, you will have to select in the dialog box the lighter colors first, the darker tones later.

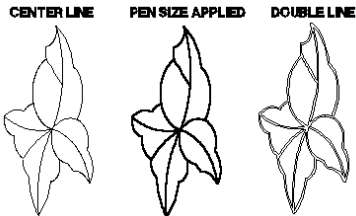
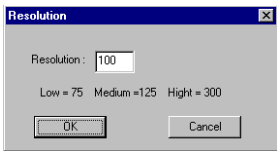
This function is useful when cutting vinyl. It will allow you to create overlapping outlines. To do so, select the drawing you want superimposed and select **Color trapping** from the **Tools** menu.

A color dialog box will appear. If you are printing, select the color order and click **OK**.

Enter the overlapping value, the final results will appear shortly.

Double line.


This function allows you to convert an uncuttable drawing with singles lines in a cuttables drawing.



Once the image has been vectorized with **Centerline**. Choose the desired pen size from the **Setting** menu then select **Make double line** from the **Tools** menu. The **Resolution** box dialog box will be displayed. Select the desired resolution and press **Ok** to start.

Align to line guides.

This function will align objects according to line guides selected by user.
Line-guide selection is done by clicking it with the left button.

Shortcut : 

Procedure :

- 1 Select desired elements.
- 2 Select **Align to line guides** from the Align bar.

Super weed

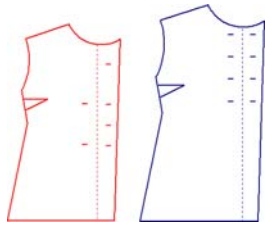
Shortcut : 

Function used to facilitate the removal (weeding) of vinyl after a cutting project.

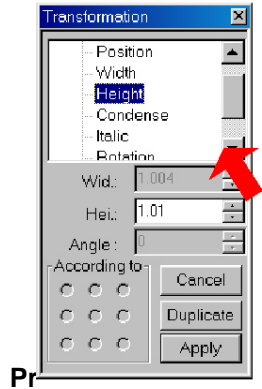
This enables you to add cutting lines to your project. This application is particularly useful for large projects. By dividing your work with a number of these lines (that do not cut your work, only the outside vinyl), you will be able to remove the unwanted vinyl portions with great ease.

**Transformation window. Gradation**

This function allows you to increase or decrease the size of a selected element while keeping the object's proportions intact.



Changing the height of an object will also change the length of that same object to keep the same proportions. If you choose to change the length of the selected object, the height will be also be modified accordingly.



This function can be applied using Height, Length and Condensation.

The column on the right lets you insert a value that will be added or subtracted to the value entered in the column on the left. When using the incremental arrows, the value in the left column will increase or decrease according to the value entered in the column on the right of the Transformation window.

- Select the element to modify.
- From the Edit menu, click on Change height.
- In the Transformation window, enter the desired value and click Apply.
- In the column on the right, you can insert a value that will be added or subtracted to the height (H)

Bitmap menu.

Convert to image.

Create from selected elements an image.

From the **Bitmap** menu, click on **Convert to image**.

Procedure :

1. Select the desired elements.
2. From the **Bitmap**, click on **Convert to image**.

Caution: This command is not the right saving option to save a file aimed for vinyl cutting.

Create for web.

Enables user to create a quality image to be used on the internet resulting from selected elements.

Hint:

It is best to work with units displayed (Pixel). See unit
Create page with necessary dimensions for your image.
For example, to create a 64x64 image simply create a page
of that size and when you are done, select everything.

Explanation :



The border option surrounds the image of additional pixels.

If the **On file** option is selected, the image is transferred to a file called "web.jpg" in the "images" directory.

You also have the option of creating an html file. Simply select the **Create html file** option. If the option is activated, you can select the location where the file will be copied by using **Browse**.

If the **On file** option is deactivated, the image will be placed in the Windows clipboard. To access file, use the Paste function in the **Edit** menu.

See on screen.

Keyboard : Alt + E

This command displays the selected images according to their size on screen.

Note:

This function only gives you an idea of the size of the image on screen.

On the internet for example.

Soft touch. (PRO version)

Shortcut :



This option will soften portions of the image found under the cursor.

Procedure :

- 1- Select **Soft touch** from the **Bitmap** menu.
- 2- Next, simply click and hold the mouse over the region of the image that needs to be softened.

Notes :

You can modify the size of the affected softening region by using different methods.

- a)- By increasing or decreasing the dimension value.
- b)- By pressing on "+" or "-".
- c)- By double clicking anywhere on screen..

You can modify the effect of the softening by using different methods.

- a)- By sliding the window's scroll bar.
- b)- By pressing Shift and (+ or -).

Touch up. (PRO version)

This function enables you to improve and make modifications on an image.

Shortcut :

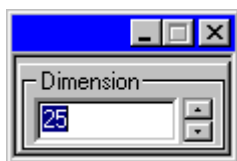
**Procedure :**

- 1- From the **Bitmap** menu, select **Touch up**.
- 2- Next, you must determine the size of what will be called the "correction zone", that is, the zone that will be used to make your corrections on another portion of your image.

3- Using the mouse, place the cursor at the location where you wish to place the Correction zone. At any point, if you want to select a new Correction zone, you can either click and hold the left mouse button on the present location and drag it to another location, or you can simply hold the **CTRL** key and click at the desired new correction zone.

4- To make a correction, simply left click on the desired portion of the image. To make continuous corrections hold the left mouse button while making your touch ups over the desired regions. The correction zone will follow the movements of the mouse. To hold the correction zone in place during your operations, press the keyboard's **INSERT** key once. To return to a moving correction zone, press the **INSERT** key a second time.

5- To limit the possible movements while making your corrections, simply hold the **SHIFT** key. You will only be able to move horizontally or vertically from the location where you pressed the **SHIFT** key.



Notes :

a) To change the dimension of the correction zone, simply double-click the circle. You can enter a value for the new dimension. The dimension is measured in pixels. You may also use the dimension window that appeared when the function was activated. (See image above).

b) The correction zone can be moved two different ways:

1- Press **Ctrl** and the left mouse button above the desired region.

2- Left click and hold the mouse, and move above the desired region. Release when done.

To integrate a portion of an image over another, simply place the correction zone on the second image and go to the third step of the procedure mentioned above.

Photo Cut.

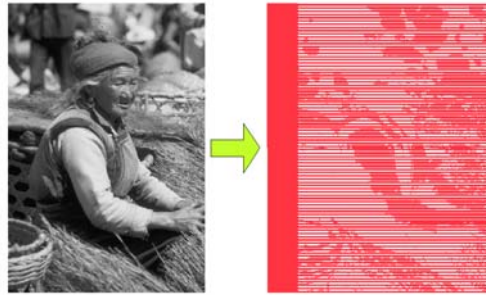
Shortcut

:



This method will enable you to reproduce a black and white or 256 shades of gray image unto vinyl.

Example :



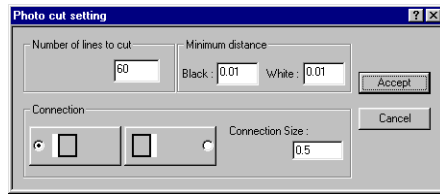
Procedure :

1. From the **Bitmap** menu, select **Photo cut**.
2. Click on your image.
3. You will be asked if you wish to Photo cut.

Note :

This function is only valid for images in shades of gray. If you have a color image you must convert it. (See Image transformation)

Photo cut Setting.



Parameters used in configuring photo cut.

Explanation :

Number of lines to cut : Number of lines to cut an image. The higher the number is, the more precise the image will be. The number of possible lines varies with image and the minimum distance for black and white.

Minimum distance : Minimal distance accepted between white line and black line.

Connection : Zone used to detach vinyl strip. This zone can be placed either on the left or the right of the image. The thickness of this zone is defined by the connection zone.

Remove region.

Shortcut :



This option enables you to remove an image's region.

When you insert a region in an image, this region will be transparent, like a hole in the image. With help from the **Remove region**, you will be able to return to your original image.

Do not forget to select the image before to activate this option.

Perspective. (for images)

Shortcut

:



Enables you to give a perspective effect to an image.



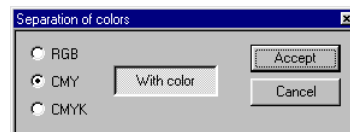
To apply a perspective effect on an image you just have to move the red dots on the extremities of the image. Click on **Apply** to keep the results.

Procedure :

- 1- From the **Bitmap** menu, select **Perspective**.
- 2- Click on the desired image.
Apply the perspective and click on **Accept**.

Color separation.

This function separates a color image into several images representing different color plans.



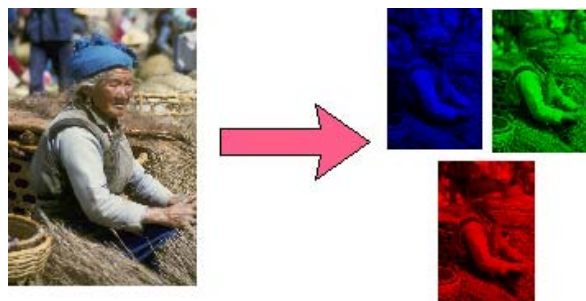
The different color plans available are : RGB (Red, Green, Blue), CMYK (Cyan, Magenta, Yellow, black) et CMY (Cyan, Magenta, Yellow).

By default, the images are created in shades of gray. Select the With color option to obtain images in color.

Procedure :

- 1- Select the images you want to transform.
- 2- From the **Bitmap** menu, **Color separation**.
- 3- Select your color plan and click on **Accept**.

An example using a RGB color plan



Vectorization: make clean

This option enables you to activate the Make clean function, found in the Preference window.

When you are scanning images, it is possible that some of them will contain useless pixels that could interfere with the vectorial conversion. This tool will enable you to remove those pixels and obtain a clean vectorized picture.

Filters.



Apply a filter to selected images.

This option lets you apply a filter to an image that will either provide more or less luminosity. Many types of masks are available.

You also have additional options such as:

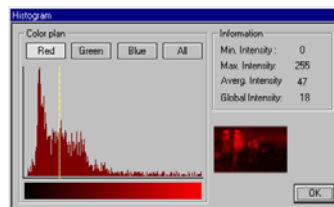
Inverse mask, Inverse original

or

choose an **Personal filter with color**.

Histogram.

Diagram that represent the range of luminance of a bitmap image.

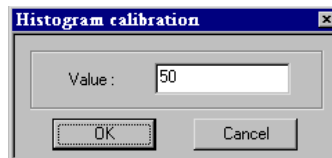


Displays histograms of the colors of the selected image.

You can select the color of your choice, or all of them.

Adjust histogram.

This option allows you to adjust the luminance of the image.



Make adjustment to the color histogram.

Adjust color intensity with a percentage value.

The adjustments will be made to all selected images.

Interpolation average.

This function is used to enlarge the size of an image, all while keeping original quality.

Procedure :

- 1- Select image.
- 2- From the **Bitmap** menu, **Interpolation** submenu, select the type of interpolation to use.
- 3- In the Interpolation window, enter a numerical value. The enlargement factor of this value will modify the height and length of the image.

Note:

For average interpolation, the value must be full or with decimals.

Center line.

Center line is a type of vectorization for black and white images.

Procedure :

1. From the **Bitmap** menu, **Vectorization** submenu, select **Center line**.
2. Click on the image from which you want to obtain the center line.
3. Select yes when prompted..

Note : If your image is not in black and white or 256 shades of gray, you must modify your image.

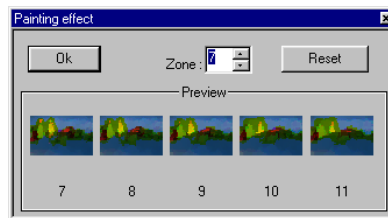
Procedure to change an into black and white :

1. From the **Bitmap** menu, select Change resolution
2. Select 1 as the number of bits per pixel.
3. Repeat procedure described above..

Procedure to change an image to shades of gray :

1. From the **Bitmap** menu, **Special effects**, select Image transformation
2. Click on Gray, click **Accept**.
3. Repeat procedure described above.

Painting effect.



This function enables to give a painting effect to your image.
The higher the value, the more the effect will be accentuated.

Procedure :

1. From the **Bitmap** menu, **Special effects** submenu, click on **Painting effect**.
2. Click your image, select a value from the Painting effect window.
3. Click on OK to accept your choice.

Shape menu.

Transparent group.

This tool will enable you to group several objects together to create a single object. If the objects are grouped, the overlapped regions will be removed to create transparencies. These transparent regions enable you to see the objects placed in the background.

To make common portion transparent.

Procedure :

1. Select logo or drawing.
2. From the **Shape** menu, click on **Transparent group**.

Note :

The group will take on the color of the first object placed.

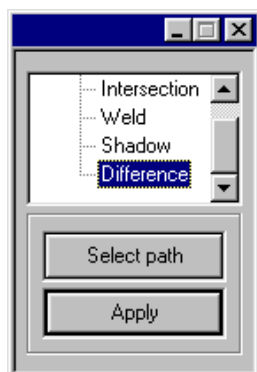
Subtract. (Welding)

The elimination of the common portion of two paths.

From the **Shape** menu, **Welding** submenu, click on **Subtract**.

This option will enable you to eliminate the common portion of two crossing paths.

Procedure :



1. From the **Shape** menu, **Welding** submenu, click on **Subtract**.

2. Click on **Select path**.

3. Click once on each path from which you want to obtain a union.

To accept changes, click on **Apply**.

Note:
The removed portion will be taken from the first path selected.

Break all

This function allows you to break all groups contained within a larger group into elements. This tool will break the larger group as well as the smaller groups composing the larger group.

Note: that the groups in question must be selected.

Setting menu

Pen.

Pen configuration window.




Pen :
In the pen section, it is possible to select the type of joints and extremities, the thickness as well as the type of line (dotted, dashes) that will be drawn.

Joint :
Joints are defined as the zone created by the intersection of two segments. Three types of joints are available.

Round :
The external side of the intersection is rounded.

Ex :

	Flattened: The intersection between two segments is cut.
Ex :	
	Pointed : The intersection between two segments is extended to create a pointed tip. The length of the tip is limited. It is determined

	by the number placed in the box. A higher value will increase the length of the tip.
Ex :	
	<p>Extremities : There are three types of extremities available.</p> <p>Round extremity : The segment ends in a circle.</p> <p>Square extremity: The segment ends in a square.</p> <p>Flattened extremity: The segment ends on the point.</p>

Brush :



Two types of brushes are available, Solid and Hatched

Solid : The color is uniformly spread.

Hatched : The object is filled with colored lines. Different line configurations are available: Horizontal, Vertical, Diagonal (left to right), Diagonal (right to left), Squared (horizontal and vertical), Diagonally squared.

Setup.

Used to customize the program to the user's preferences. This window is divided in several tabs. Each tab includes specific parameters.

The list of available tabs :

- **Document**
- **Save**
- **Unit/Page**
- **Vectorization**
- **Snap**

Document tab.

This tab contains parameters regarding the document in general.



Tolerance :

Enables user to increase or diminish the required distance to select a manipulation node.

To select a node, you must place the cursor near the point you wish to select. This option makes it possible to adjust the maximal distance required to select a point.

Undo:

This option makes it possible to determine the number of undos kept in memory.

The **Undo** function creates the possibility of retroactively canceling one or more operations. This option enables the user to set the number of levels it will be possible to return to. When

adjusting this parameter, it is important to keep in mind the memory capacity of your computer.

The **Apply on image** tool activates the **Undo** function as it pertains to operations made on images. When activating this option, it is important to keep in mind the memory capacities of your computer. For optimal speed, you may want to deactivate this option.

Image:

The See region border option will create a dotted line around the created region to facilitate the viewing of the captured or copied region.

The Copy comment file region option lets the user transfer a comment file to the region.

Grid :

This enables the user to set the grid value. The grid value depends on the unit of measurement selected.

Use logo database:

Activates the database when using logos.

See Info. :

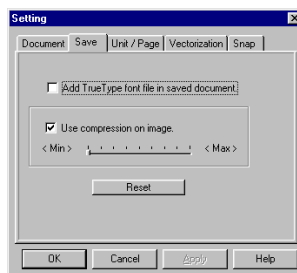
Activates the sponsors slide show. This option is not available on demo versions.

Reset :

Restores parameters to their default values.

Save tab.

This tab deals with Save parameters.

**Add TrueType font file in document :**

This option enables the user to include all font files used when saving the document. This option is available to version 8.0 or higher. For previous versions, you must include the font file separately.

Note : Certain TrueType fonts are registered and cannot be included when saving.

Use compression on image :

Activates, when saving the document, the compression of images with 24 bits per pixel resolution. The compression level applied corresponds to the position of the scroll bar. A minimum value corresponds to high quality but with increased file size, while the maximum value decreases quality in favor of a smaller file size.

Reset :

Restores the default parameters.

Line guides configuration.

This option lets you add or delete line guides.

To add line guides

Procedure :



1. From the **Setting** menu, select **Line guides**.
2. Once in the Setting Guide line window, enter a value for X and Y.
3. Click on (+).

Note: You can place as many lines as you wish.

To eliminate Line guides::

Procedure :

1. Select a guide line, press on (-) to eliminate.
2. To accept, press **OK**.

Note:

You can change the color of line guides by selecting one or more, and clicking on **Color**, then, choose your color and press **OK**.

The **Snap to line** option : When objects are moved, they will stick to any Line guide they meet.

Unit/Page tab.

This tab lets the user modify the units of measurement used as well as the work page.



Unit of measurement :

Selection of the unit of measurement that will be used.

Page :

Enables the user to select the work page that will be used.

It is possible to customize the work page. The user can define the height and length of the page or select from one of the predefined pages. The predefined pages are available in the scrollable window.

Page color may chosen in three different ways :

1- The color button.

2- Using the color palette (See color palette).

3- By printer. If you click on the icon representing a printer, you will automatically set the page as being the one defined by the printer page.

The color of the page appears next to the "color" button.

Use Page justification:

Will determine the page used in justification. **Sign page** is the physical dimensions of the page (represented by a (white by default) rectangle).

Printer page is the region that can be sent to the printer (represented by a dotted rectangle). See show printer page).

Reset :

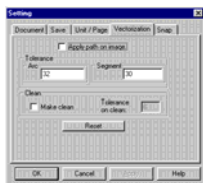
Restores default parameters.

Note :

If your page is visible, you have the possibility of opening the preferences page by double clicking the page's lower right corner. The preferences window will automatically open on the Unit/page tab.

Vectorization tab.

This tab defines the vectorization parameters.



Apply path on image :

This option will superimpose vectorized paths to the image.

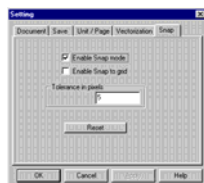
Make clean :

This option will clean the image before proceeding to vectorization. This option will slow down processing speed.

When scanning, some images will contain useless pixels that could possibly interfere during conversion. This tool will wash away these useless pixels or elements, producing superior vectorizing results.

Snap tab.

This tab enables the user to modify snap (join points) parameters.



Enable Snap mode :

Enables the automatic snapping of arcs, Bezier's, and segments as you draw them.

Enable Snap to grid :

Enable the automatic snapping of arcs, Bezier's, and segments to grid points.

Tolerance in pixels :

Enables the user to set the maximum distance (measured in pixels) for automatic snapping to occur.

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