



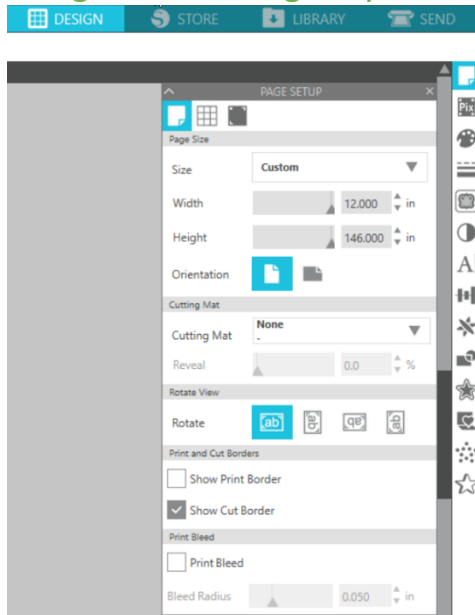
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Silhouette Studio Basics

Terminology and Shortcuts

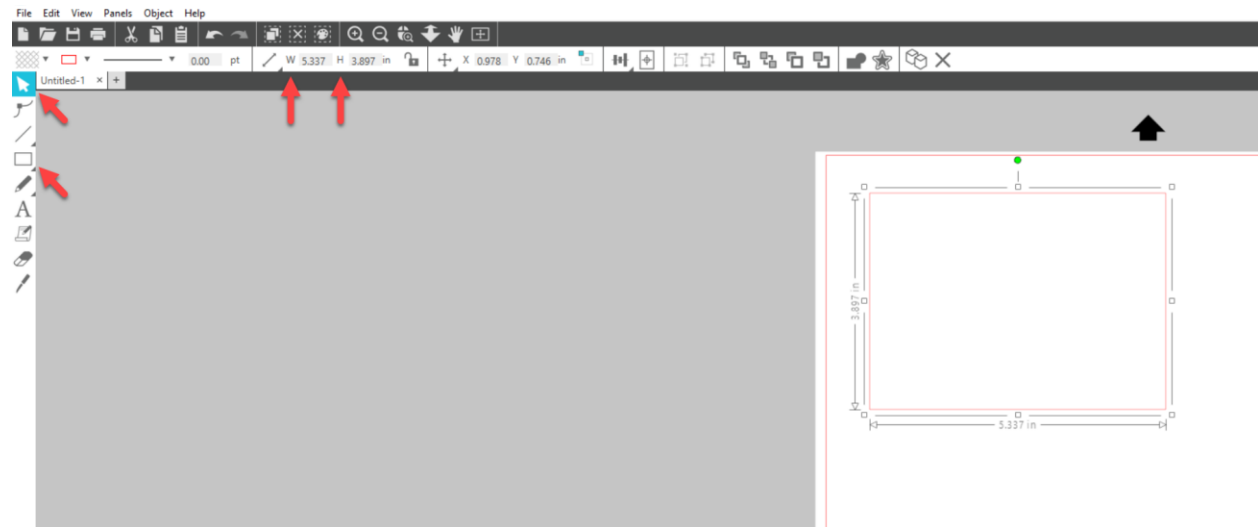
Aspect Ratio	Hold shift
Bounding Box	Click, hold and drag your mouse
Copy	CMD + C
Cut	CMD + X
Group	CMD + G
Ungroup	CMD + Shift + G
Paste	CMD + V
Positive Stop	Shift + rotation tool
Select All	CMD + A
Undo	CMD + Z

Design Tab and Page Layout



The design tab is where you will create your project. To start, set the dimensions of your material, select cutting mat (if any), and choose from a number of view options. It is a good idea to select the checkbox 'Show Cut Border' because you will see your actual workspace on the document.

Drawing Basics



1. Hover over the rectangle and click on a shape to make.
2. Click + hold and drag to draw the shape. Correct dimensions or shape is not necessarily imperative on this step because we can easily adjust.
3. To adjust, click on the cursor arrow in the upper left corner.
4. Click on your shape and a tool bar will appear at the top with Width (W) and Height (H).
5. Enter your dimensions. If you want to keep the dimensions in proportion with one another, you can click on the padlock. This will restrict the W x H to stay in proportion to one another.

Lines

1. Click on the line icon in the left tool bar.
2. Click + hold and drag to extend out. To draw in a straight line, you can hold down the shift key.
3. If you would like to make the line perforated, click on your cursor, then click on the line to select it.
4. Along the right tool bar, four icons from the top is a dashed line. Click the icon, then select the line type from the 'style' drop-down menu.

Text

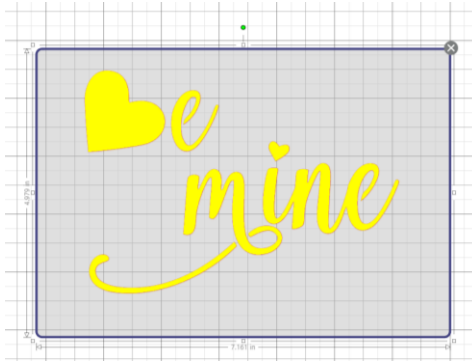
1. Select the A in the left tool bar.
2. Click anywhere in your document. Your cursor will appear and you can start typing.
3. To change the font, click on the cursor arrow at the top of the left toolbar and select the font you would like from the drop-down menu at the top of the document.
4. You can scale the text by font size (next to the font) or you can use your arrow tool and click + hold and drag the text box diagonally from one of the corners.

Trace an Image

1. For this example, we will be using our Valentine's Day Card. Black and white or high contrast images work best. Email digitalservices@balibrary.org for the template used below. If using your own image, start on step 3.
2. Click and drag the "Be" and "Mine" based on where you'd like them to be on your card.
3. Click the trace button in the right tool bar. It's the 6th icon down & looks like a butterfly:



4. Click Select Trace Area, then draw a bounding box around your shape. The entire image will appear yellow in the trace dialog to indicate that is what will be traced.



5. In the menu on the right, click Trace.
6. Click, hold and drag away "Be Mine" to leave behind the traced red lines.
7. Keep the trace with the red lines, but click on the image you traced and press the delete key.