

Easy Organizer Suite™ easyQuiltPatterns Organizer™ Module

How to Work with Quilt Pattern Charts

Welcome to the **easyQuilt Patterns Organizer™** Lessons series. As you follow through each lesson, you will learn new and exciting aspects of the **easyQuilt Patterns Organizer™** Module and by the end of the series you will be an expert!

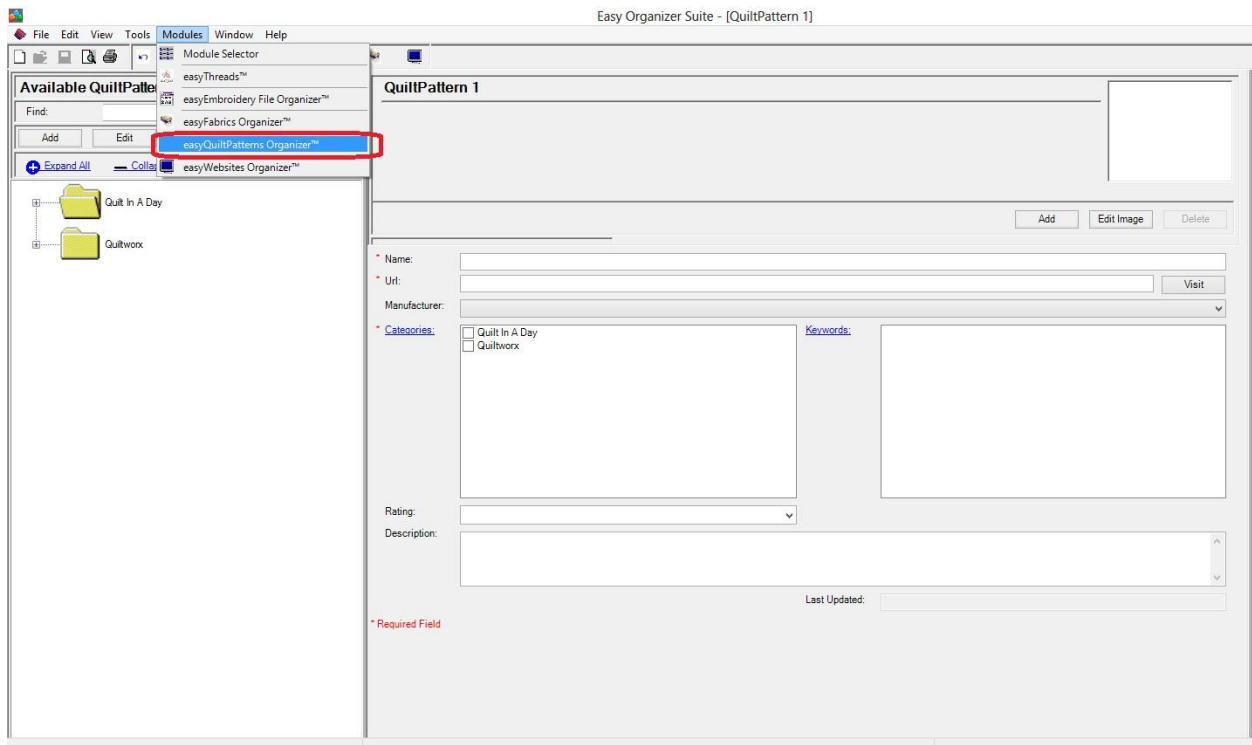
This lesson will show you how to work with Quilt Pattern Charts, and how to add, edit and delete them.

Adding a new Quilt Pattern

1. To begin, open **Easy Organizer Suite™** and select the **easyQuilt Patterns Organizer™** Module from the Module Selector.

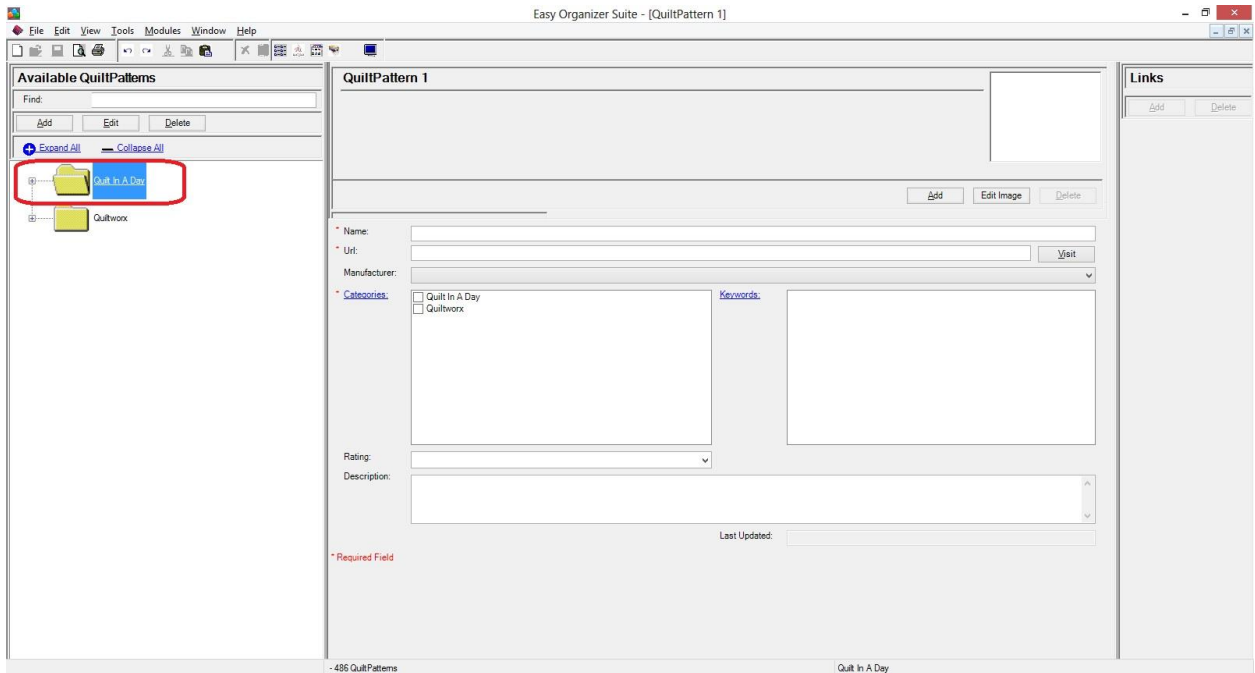


2. If you are in another module, select Modules → easyQuilt Patterns Organizer™ from the menu, or you can click on the **easyQuilt Patterns Organizer™** icon in the toolbar.

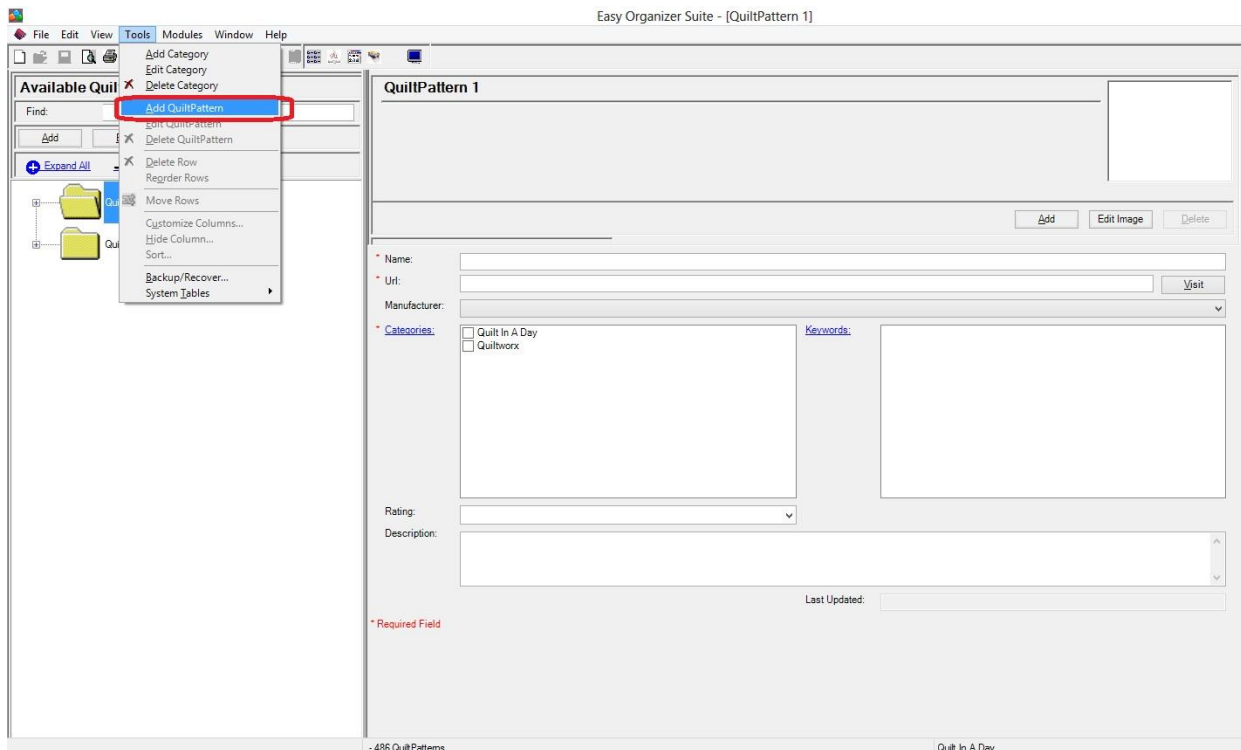


- To add a new Quilt Pattern, select a Category in the Available Quilt Patterns pane first.

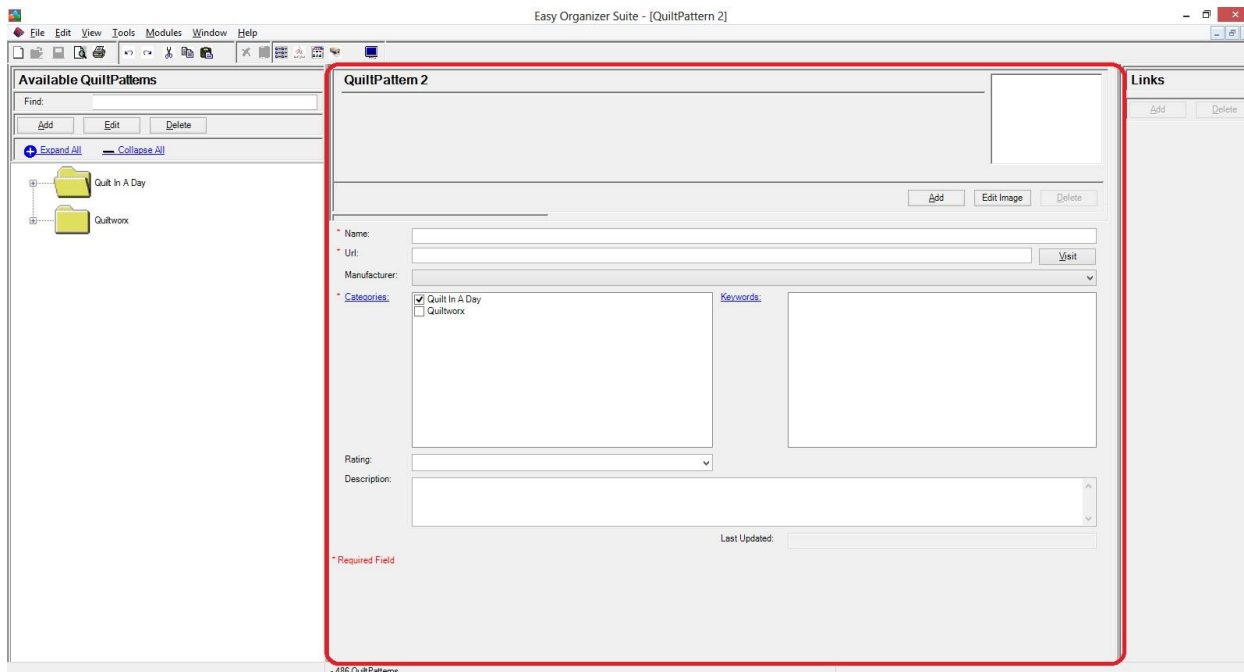
For this lesson, let's pick Quilt In A Day. To select it, click on the Quilt In A Day Quilt Patterns category in the Available Quilt Patterns tree.



4. Then click on Tools → Add Quilt Pattern from the menu. You can also right click in the Available Quilt Patterns pane and select Add Quilt Pattern from the context menu. One other way to add a quilt pattern is to select File → New in the menu or click on the New icon in the toolbar.



5. A new Add/Edit Quilt Pattern form will open in the center pane.



Now let's enter some information about the Quilt Pattern.

For this lesson, we'll enter this information in the Add/Edit Quilt Pattern form:

Name: Delectable Mountains

Url: <http://www.quiltinaday.com/shoponline/book/1125>

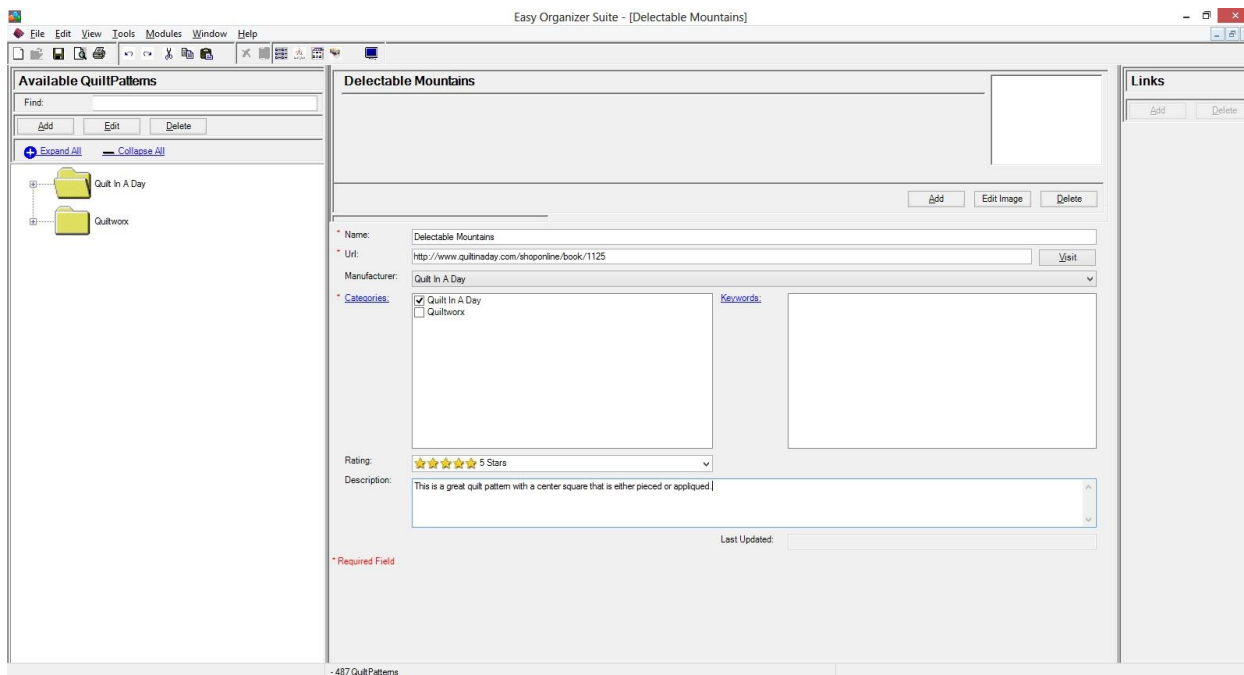
Manufacturer: Quilt In A Day

Categories: Quilt In A Day (should already be selected)

Keywords: None

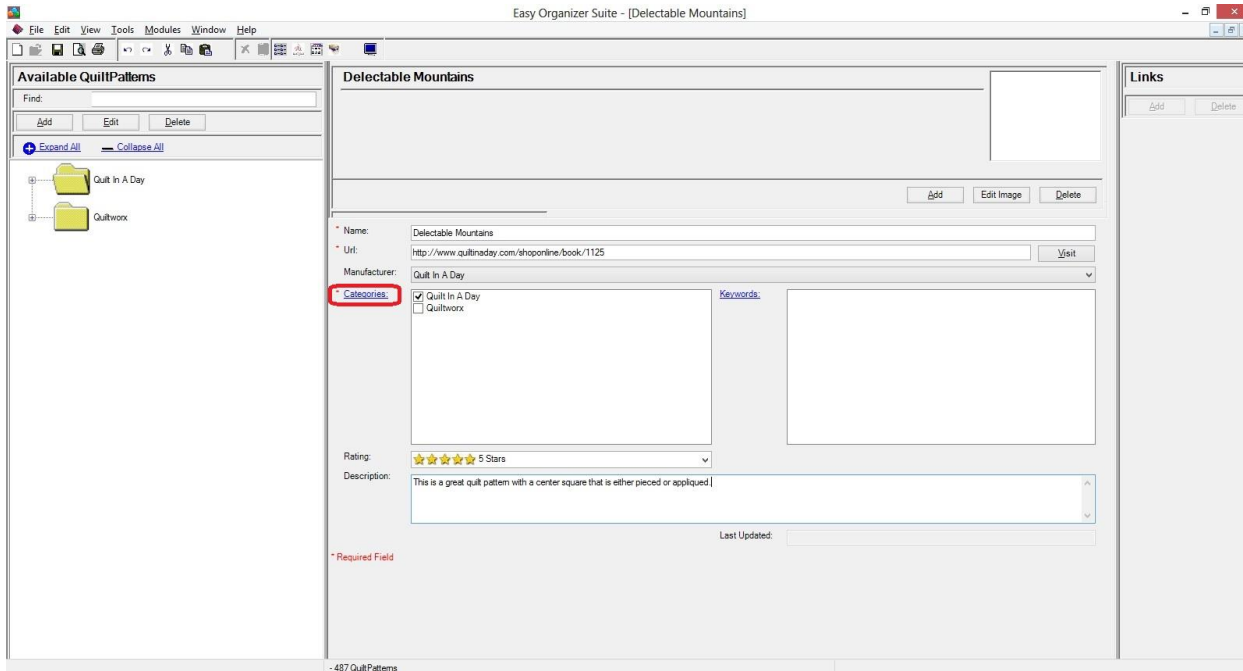
Rating: 5 Stars

Description: This is a great quilt pattern with a center square that is either pieced or appliqued.

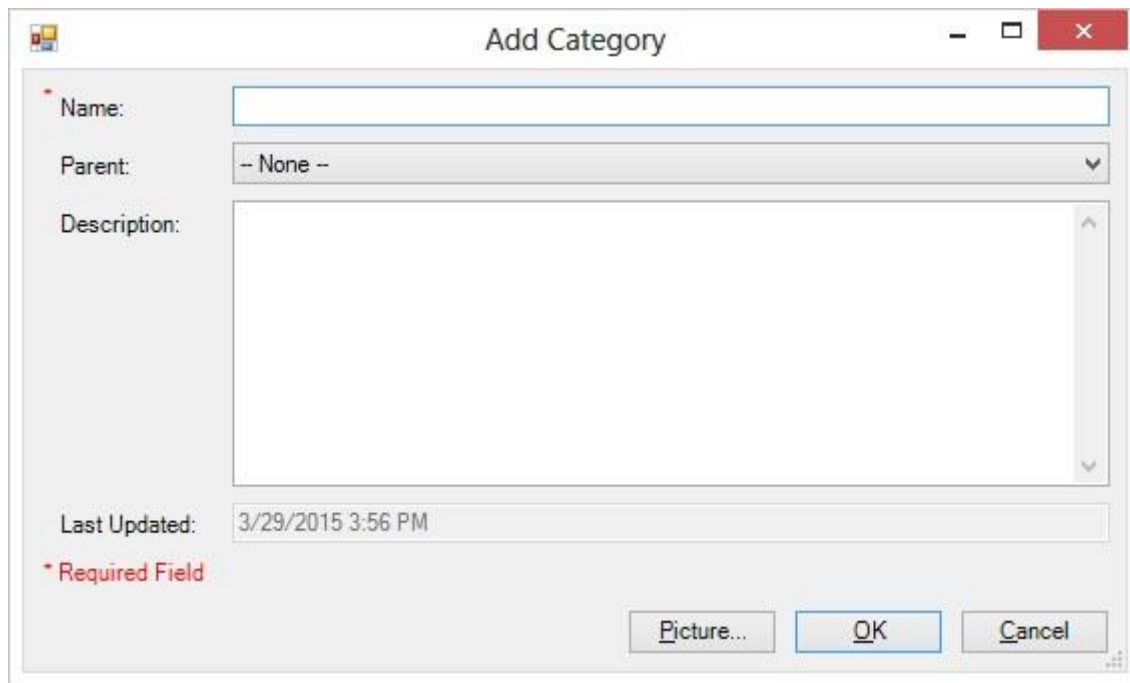


- 6. You can add new Categories right from the Quilt Pattern Chart form. Just click on the Categories: link to open the Add Category form.

For this lesson, let's add a new Category. Click on the Categories: link.



- 7. The Add Category form will open.



Enter the following information in the Add Category form:

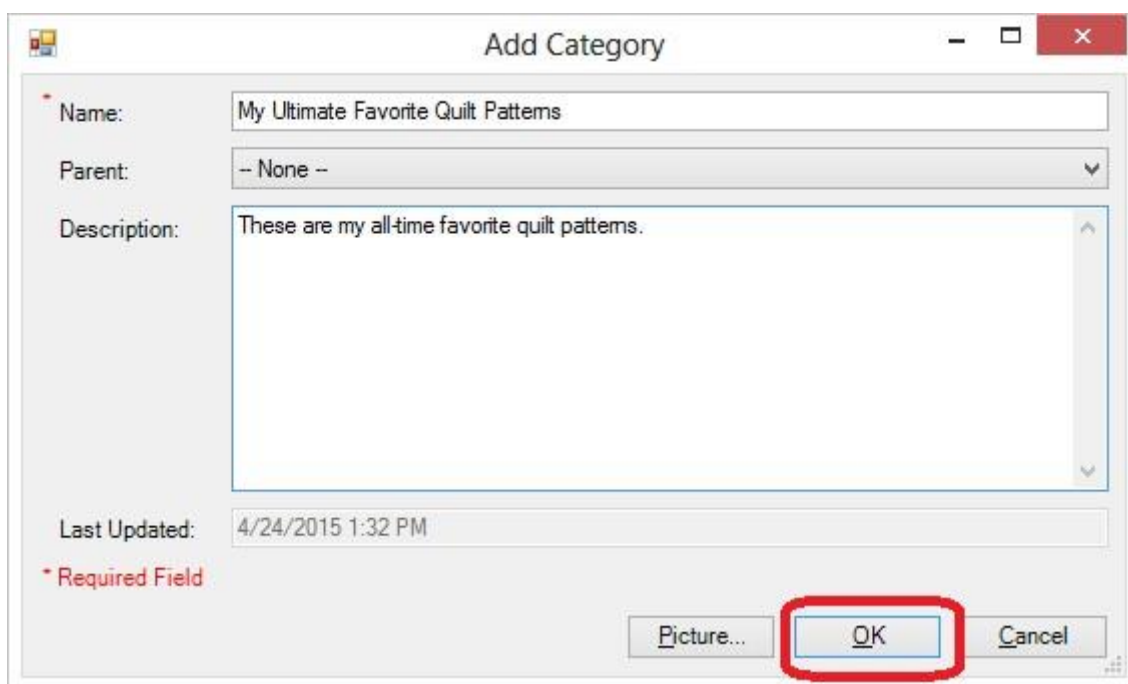
Name: My Ultimate Favorite Quilt Patterns

Parent: -- None --

Description: These are my all-time favorite quilt patterns.

You can add a picture to the Category, if you'd like. For the purposes of this lesson, we won't add a picture to the Category.

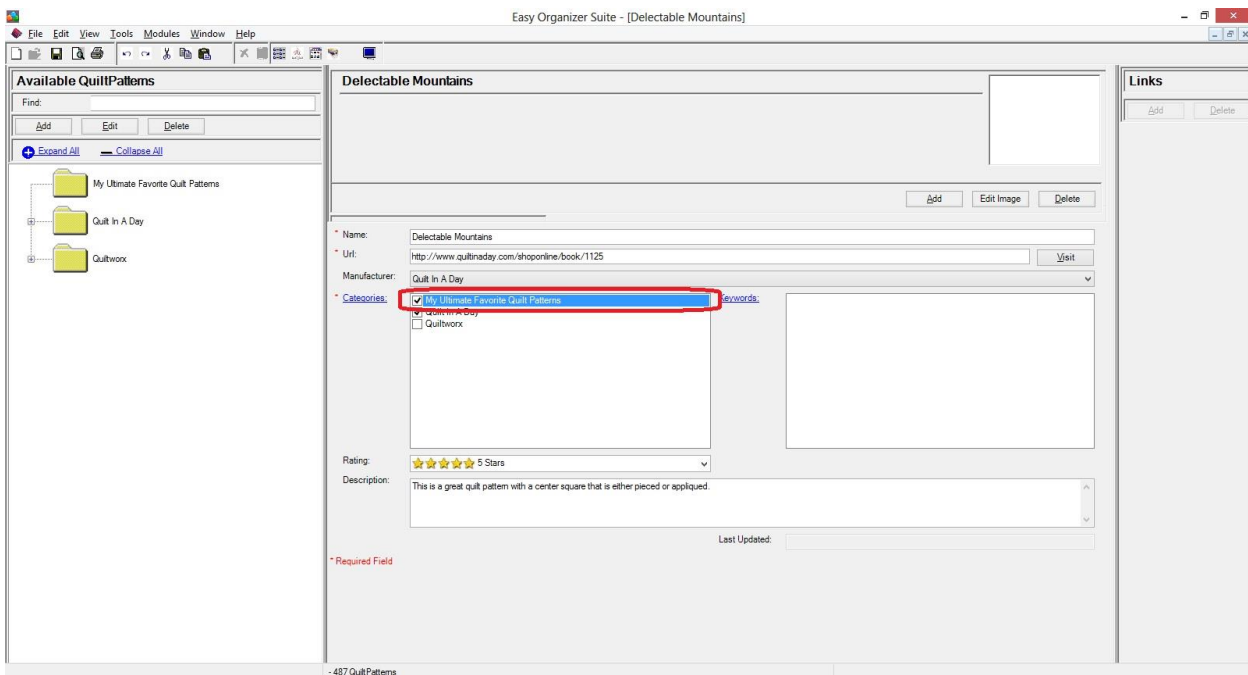
Click on OK to add the new category.



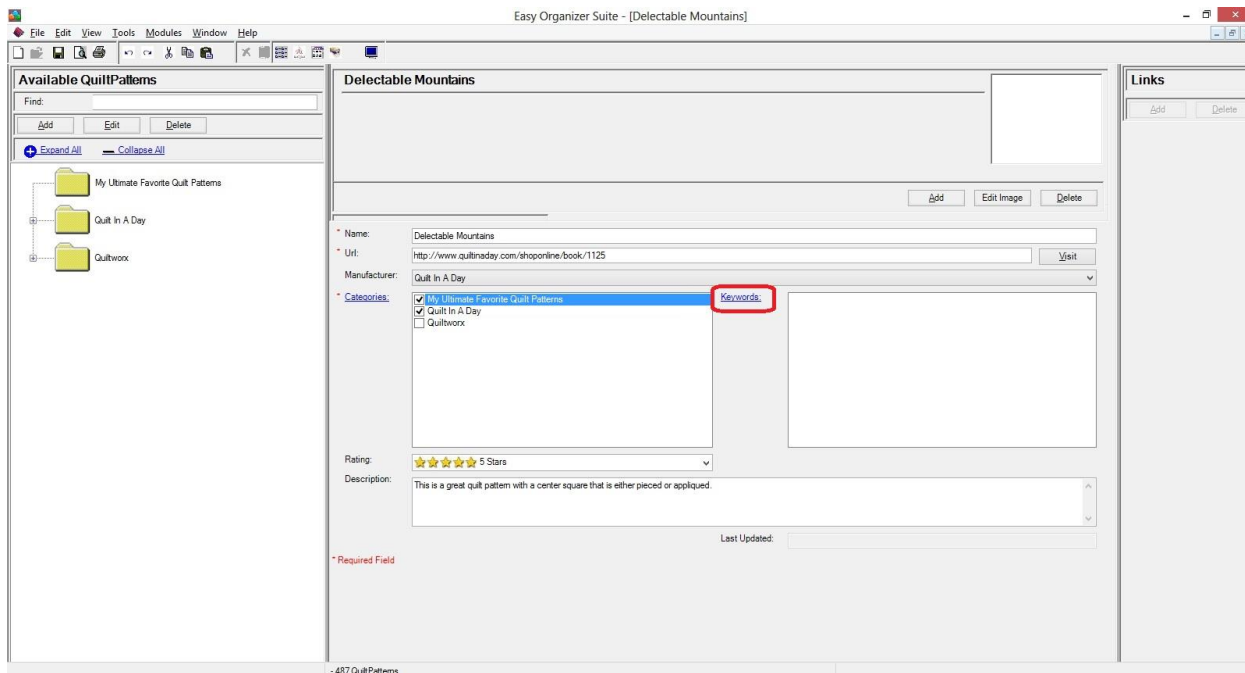
The screenshot shows a dialog box titled "Add Category". It has a standard Windows-style title bar with minimize, maximize, and close buttons. The dialog contains the following elements:

- Name:** A text input field containing "My Ultimate Favorite Quilt Patterns".
- Parent:** A dropdown menu currently showing "-- None --".
- Description:** A large text area containing the text "These are my all-time favorite quilt patterns." with a vertical scrollbar on the right.
- Last Updated:** A text field containing "4/24/2015 1:32 PM".
- Legend:** A red asterisk followed by the text "* Required Field".
- Buttons:** Three buttons at the bottom: "Picture...", "OK", and "Cancel". The "OK" button is highlighted with a red rectangular box.

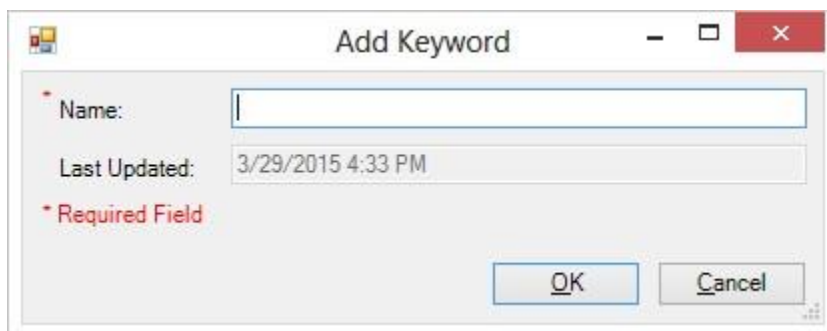
You will see the new category in the Categories list box. To associate this new category with your new Quilt Pattern, click on the box next to My Ultimate Favorite Quilt Patterns to put a check in it.



8. You can also add new Keywords right from the Quilt Pattern Chart form. Just click on the Keywords: link to open the Add Keyword form.



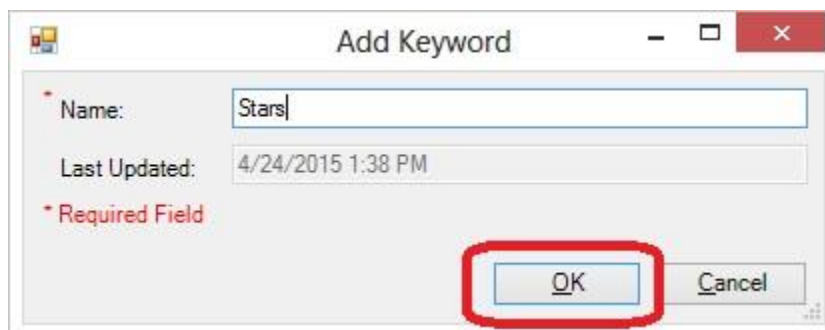
9. The Add Keyword form will open.



The screenshot shows a standard Windows-style dialog box titled "Add Keyword". It has a title bar with a minimize button, a maximize button, and a close button. The main area contains a "Name:" label followed by an empty text input field. Below this is a "Last Updated:" label followed by a text field containing "3/29/2015 4:33 PM". Underneath the "Last Updated" field, there is a red asterisk and the text "* Required Field". At the bottom right of the dialog, there are two buttons: "OK" and "Cancel".

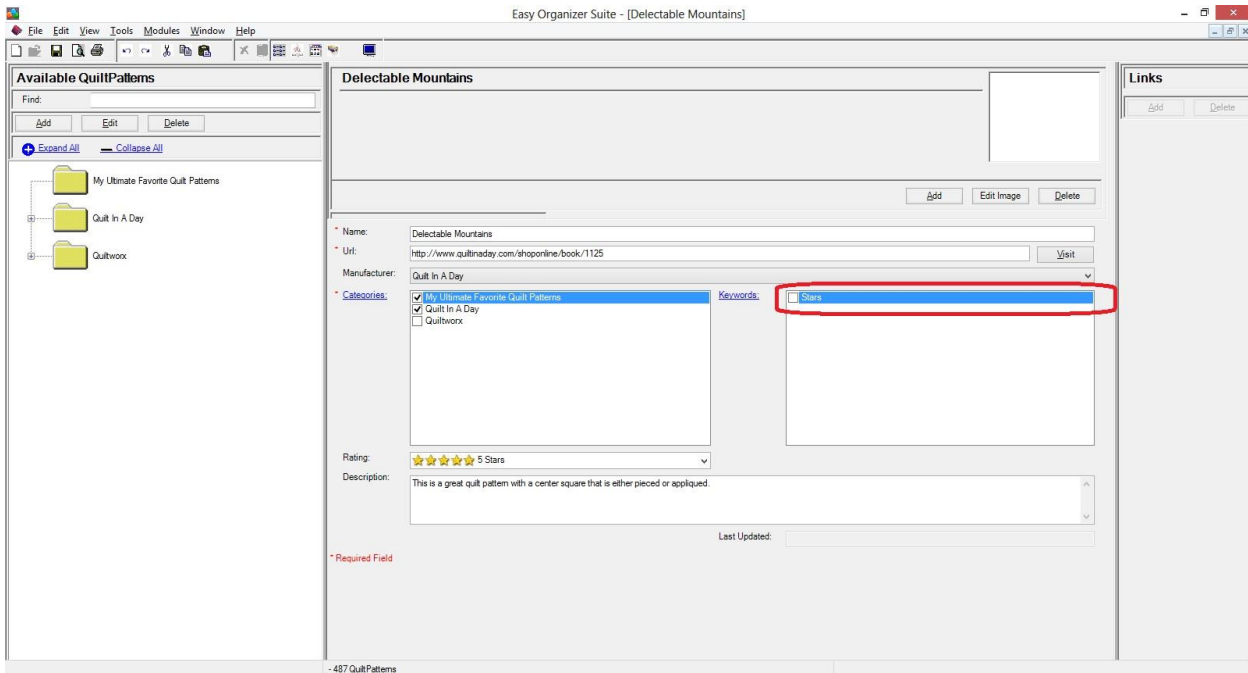
For this lesson, let's add a new Keyword. Click on the Keywords: link. Enter the following information in the Add Keyword form:

Name: Stars

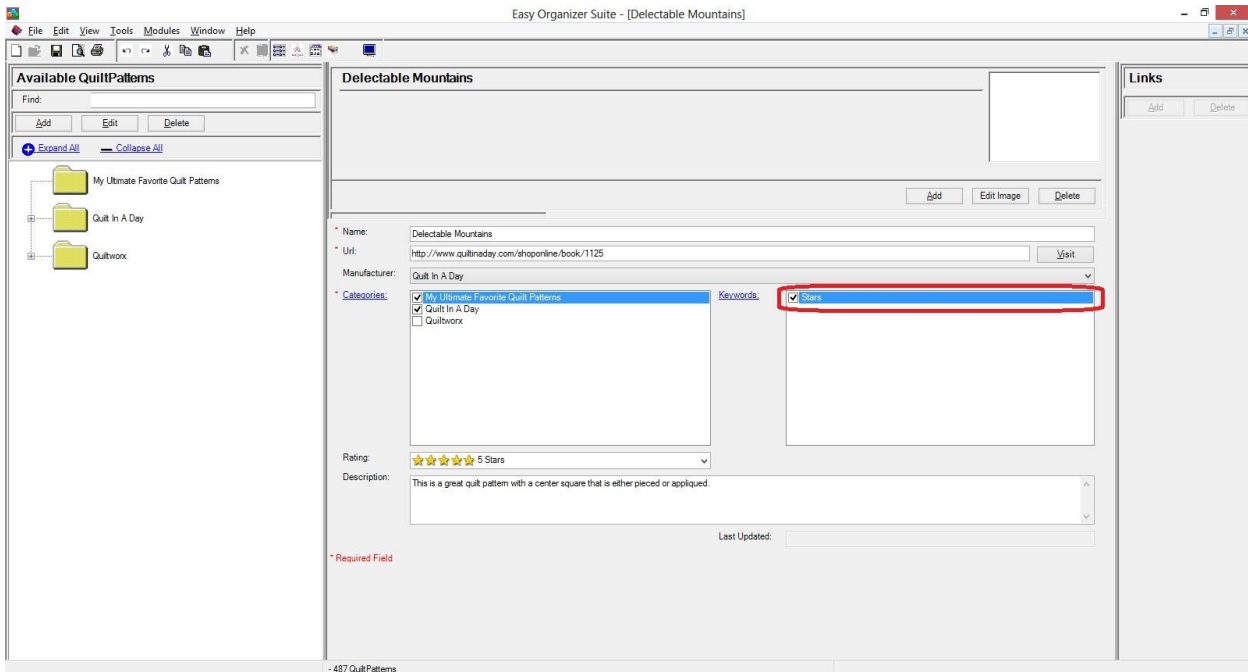


This screenshot is similar to the previous one, but the "Name:" field now contains the text "Stars". The "Last Updated:" field now shows "4/24/2015 1:38 PM". The red asterisk and "* Required Field" text are still present. The "OK" button is highlighted with a red rectangular border.

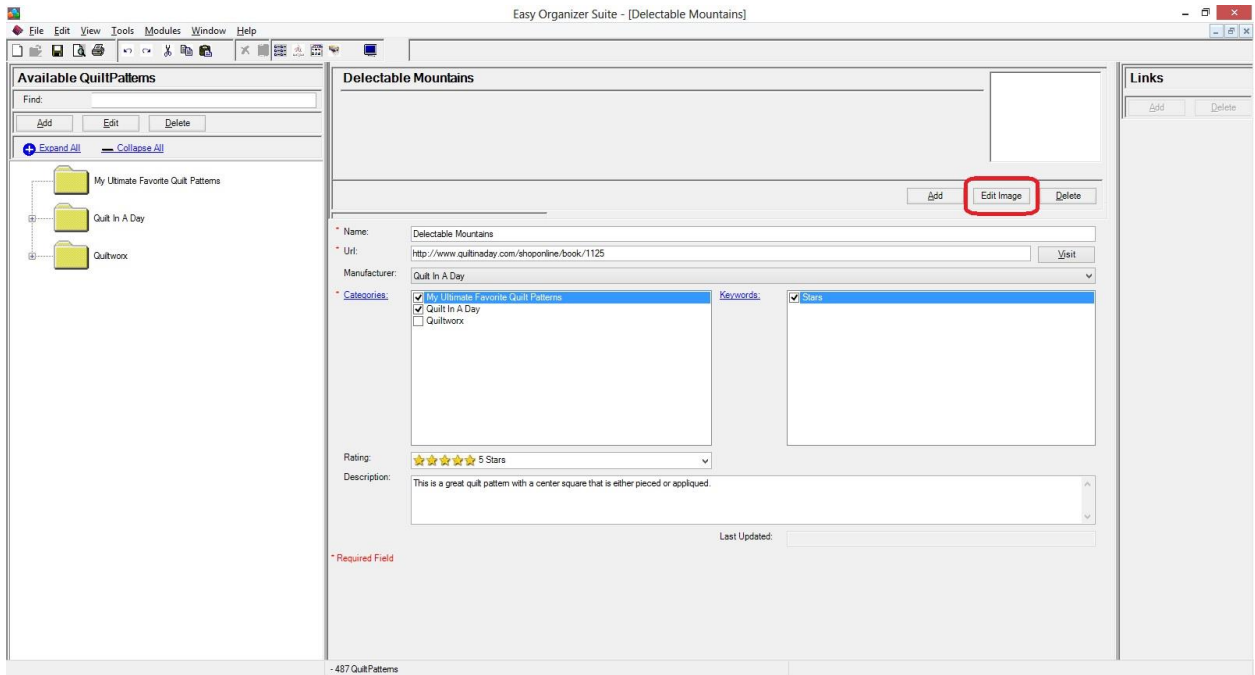
Click on OK to add the new keyword. You will see the new keyword in the Keywords list box.



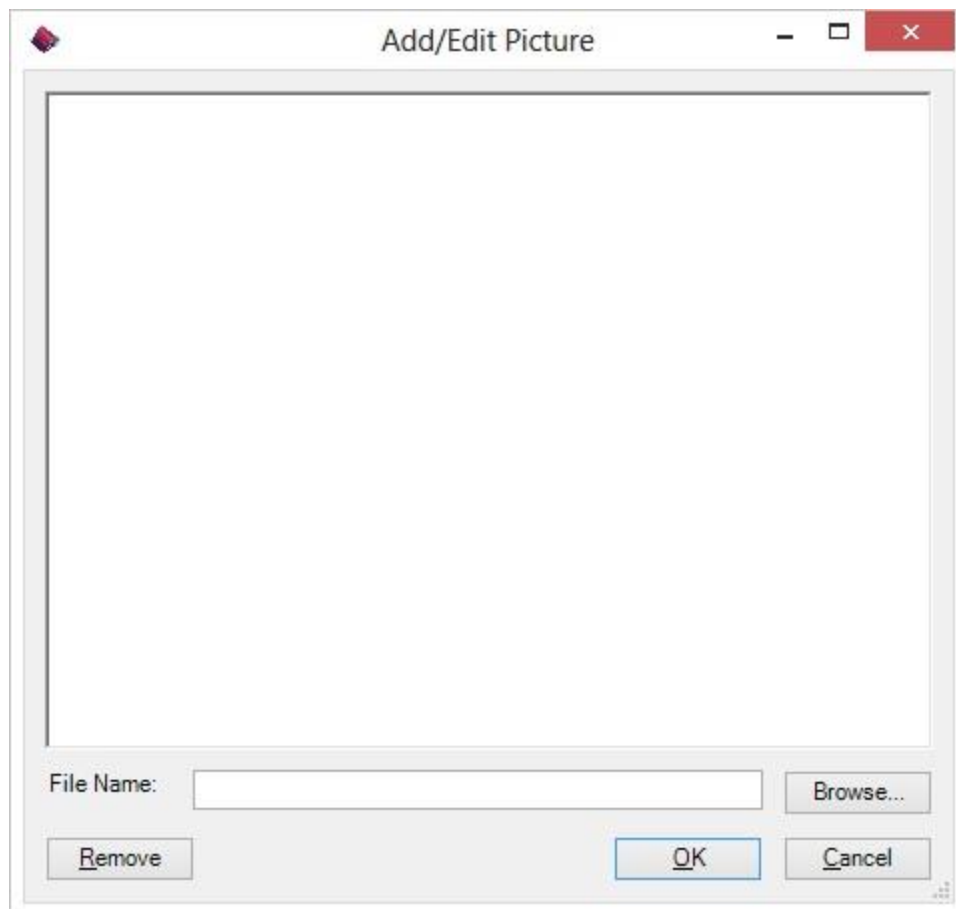
To associate this new keyword with your new Quilt Pattern, click on the box next to Stars to put a check in it.



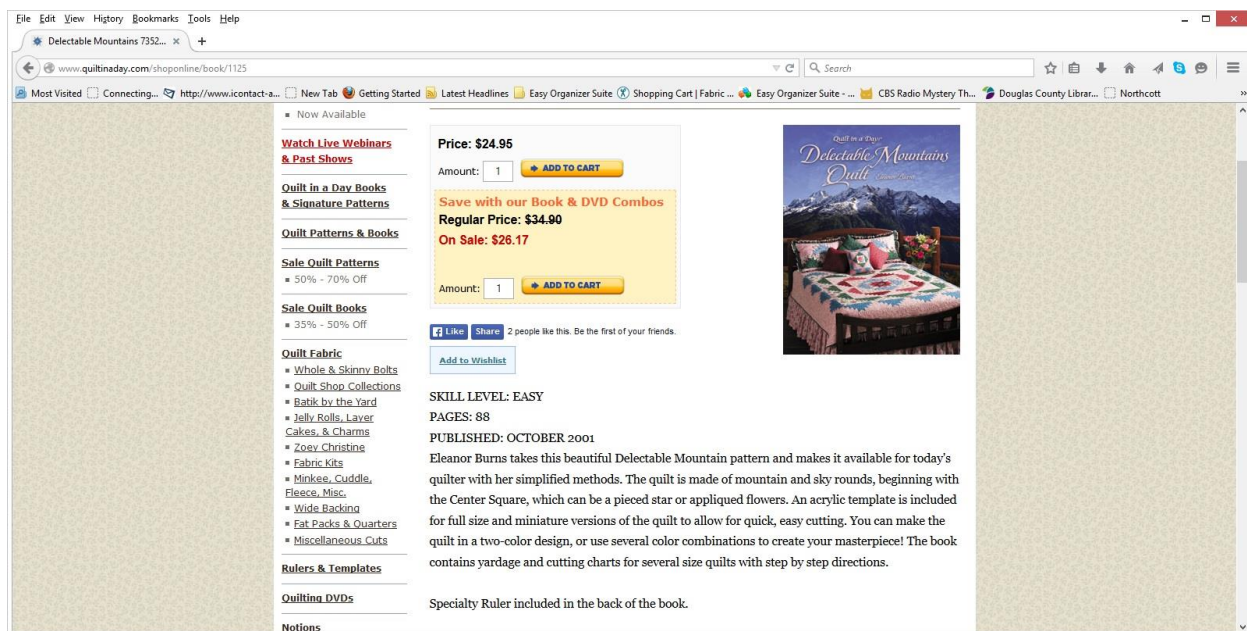
10. To add a picture to the Quilt Pattern, click on the Edit Image button.



11. You can either click on the Browse button to find an image on your file system, or you can enter the favicon.ico from the quilt pattern.



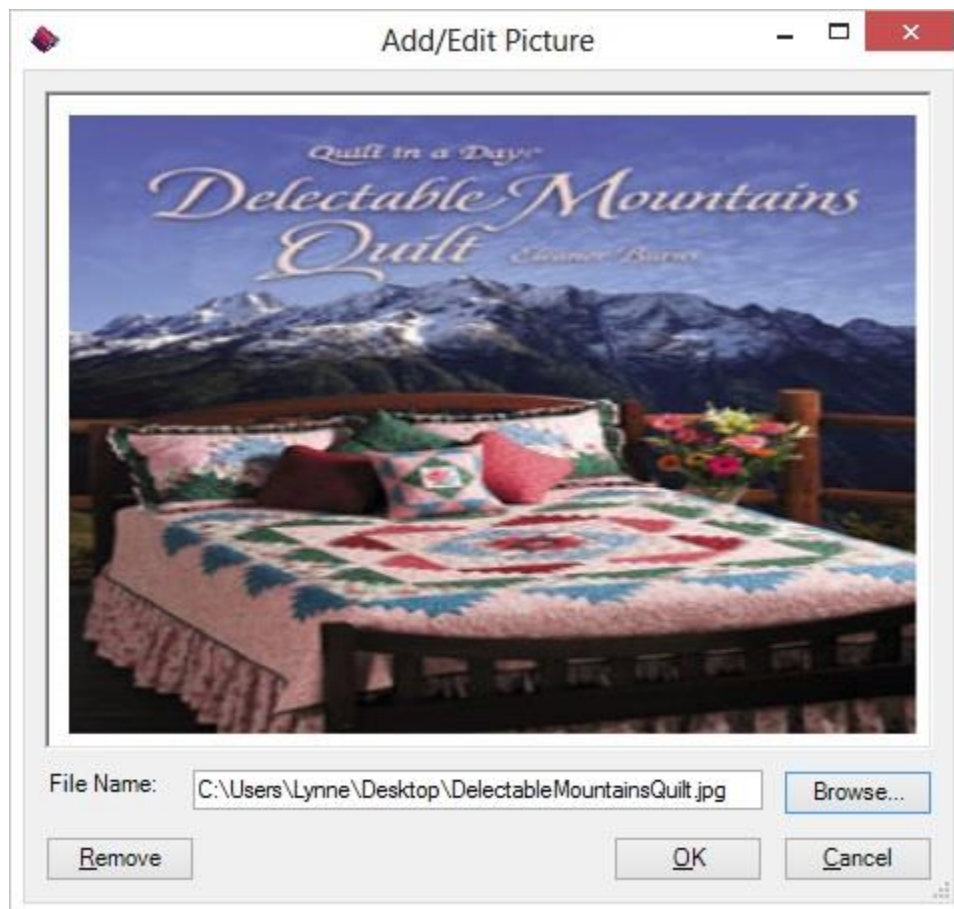
You can download quilt pattern images from many of the quilt pattern manufacturer's quilt patterns. For this lesson, go to the URL that was put in the Url of the Quilt Pattern Chart: <http://www.quiltinaday.com/shoponline/book/1125>.



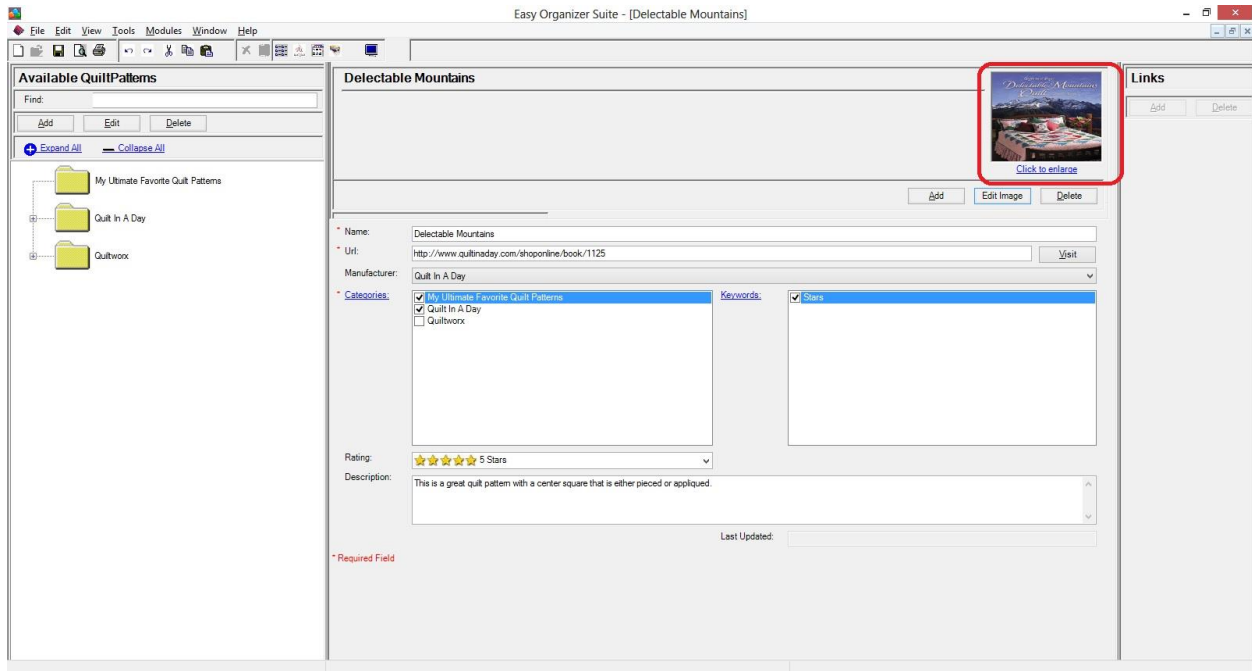
Right click on the quilt pattern image. Select “Save Image As...”. Select a folder and click on the Save button. Remember the name of the file and the folder where you saved the file. You may have to change the name of the image file to a name that is easier to remember and find. I changed it to DelectableMountainsQuilt.jpg.

Now click on the Browse button of the Add Picture form and find the image on your file system. The image must be less than 63,999KB in size.

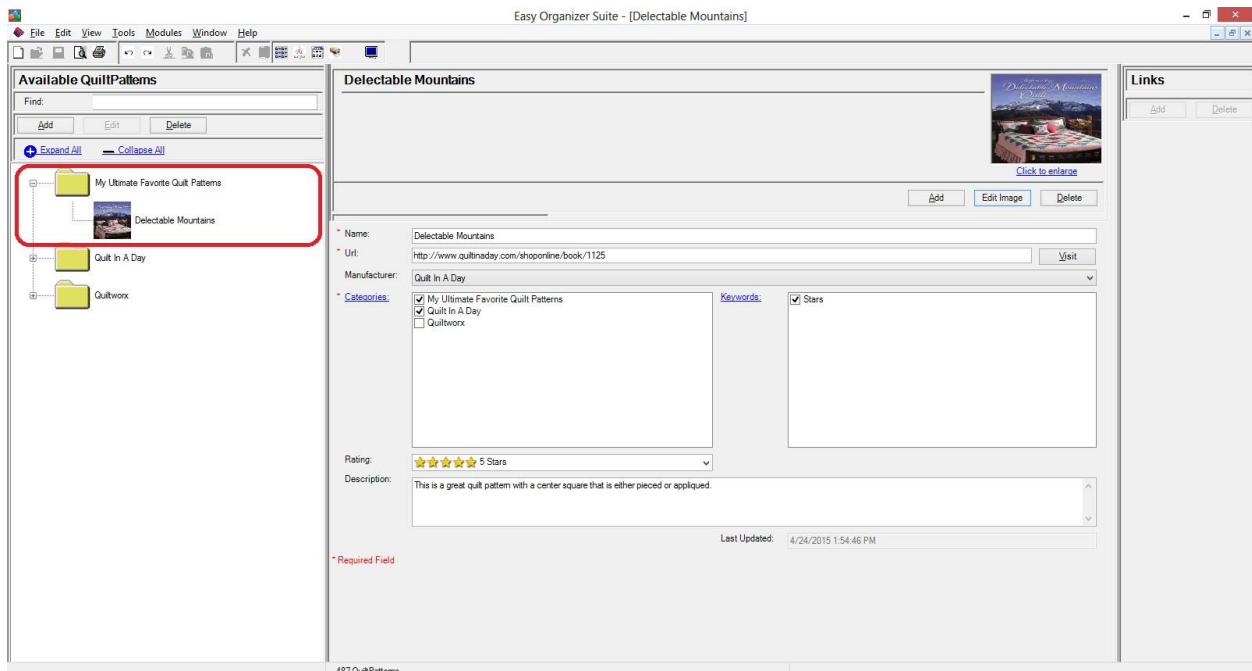
Once you find the image, then click on the Open button. The image will appear in the picture box and the file path will appear in the File Name textbox.



12. Click on OK to accept this image. You will now see the image in the picture box of the Quilt Pattern Chart.



13. Select File → Save from the menu to save your new quilt pattern. You will see your new quilt pattern under the category(ies) that you selected in the Available Quilt Patterns pane.



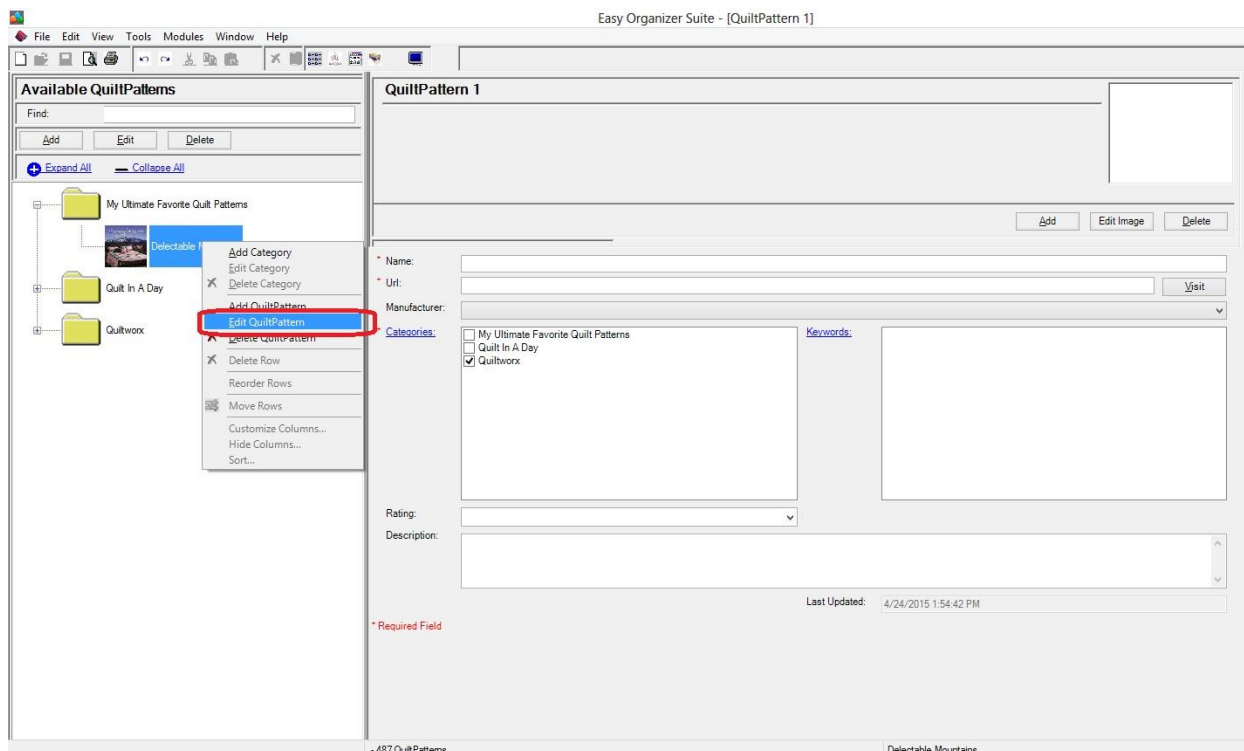
Congratulations! You have just added a new quilt pattern!

Close the Delectable Mountains chart to go to the Editing a Quilt Pattern section.

Editing a Quilt Pattern

Editing a quilt pattern is really quite easy. First, you will need to open a quilt pattern to edit.

1. To open a quilt pattern to edit, navigate through the Available Quilt Patterns tree, expanding and collapsing the categories until you find the quilt pattern that you want to edit. To open the quilt pattern for editing, you can either double click on the Quilt Pattern in the Available Quilt Patterns tree, or you can right click on the Quilt Pattern in the Available Quilt Patterns tree and select Edit Quilt Pattern, or you can select Tools → Edit Quilt Pattern in the menu.

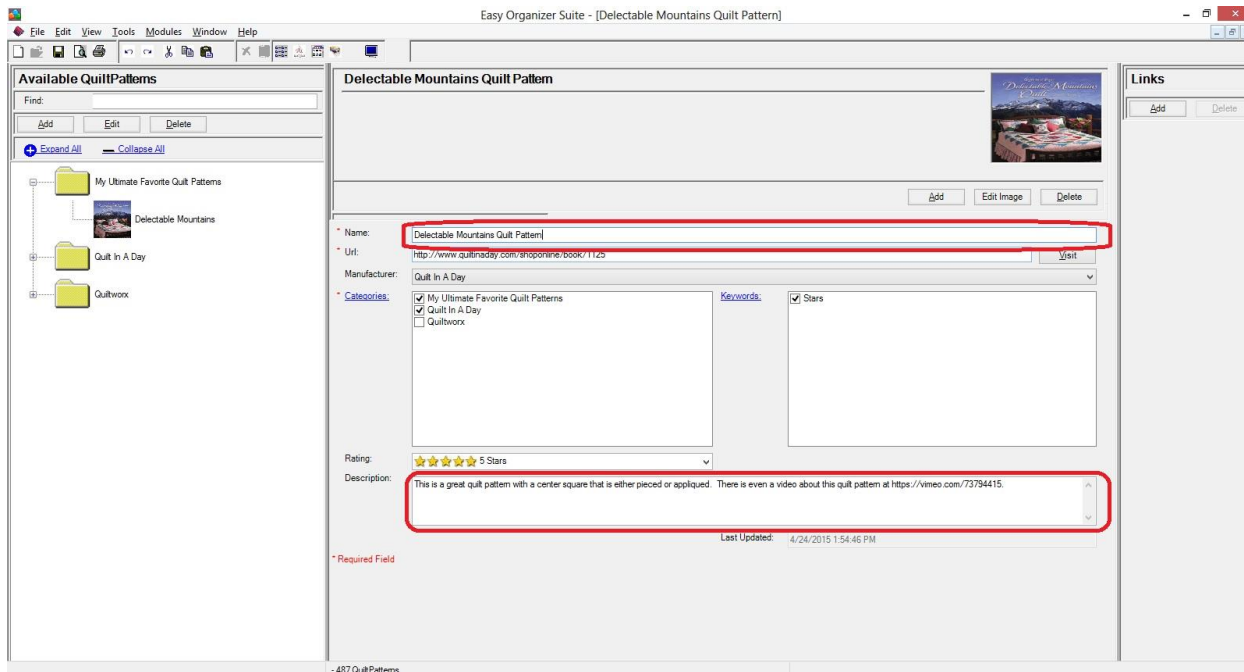


2. Change any of the information in the Quilt Pattern Chart.

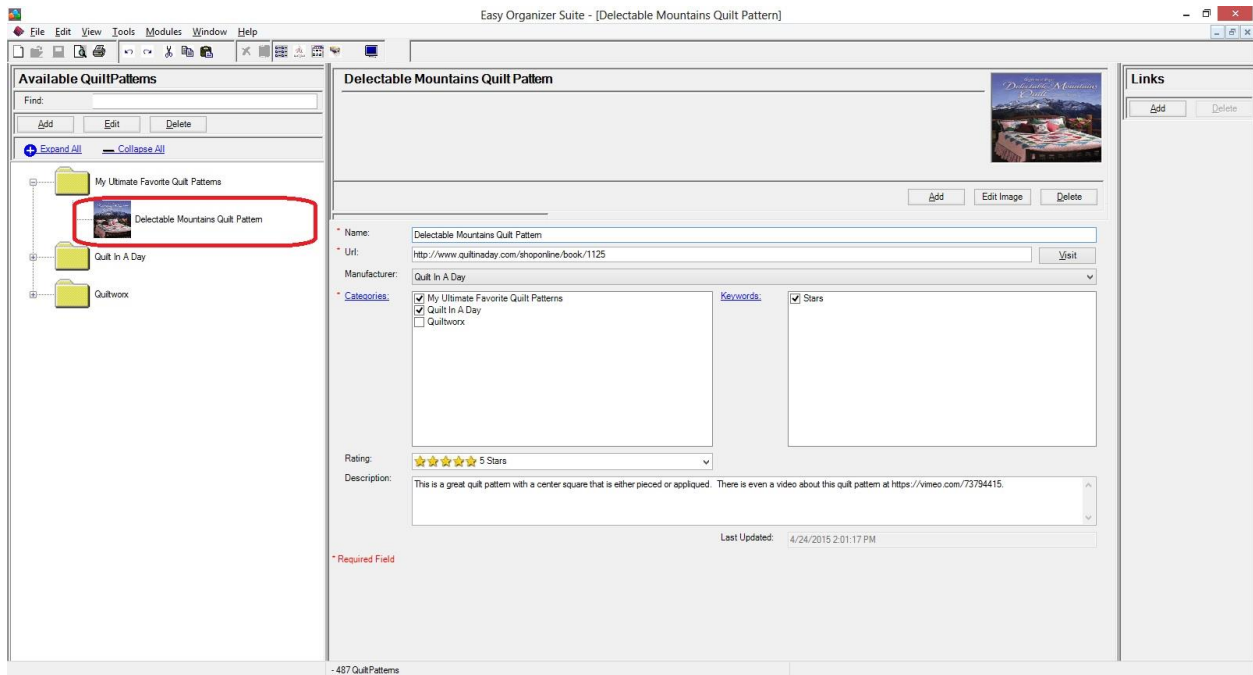
For this lesson, let's update the name and description. Enter this information:

Name: Delectable Mountains Quilt Pattern

Description: This is a great quilt pattern with a center square that is either pieced or appliqued. There is even a video about this quilt pattern at <https://vimeo.com/73794415>.



3. Now click File → Save to save your changes. You will notice that any changes made to the name of the Quilt Pattern can be seen in the Available Quilt Patterns tree.

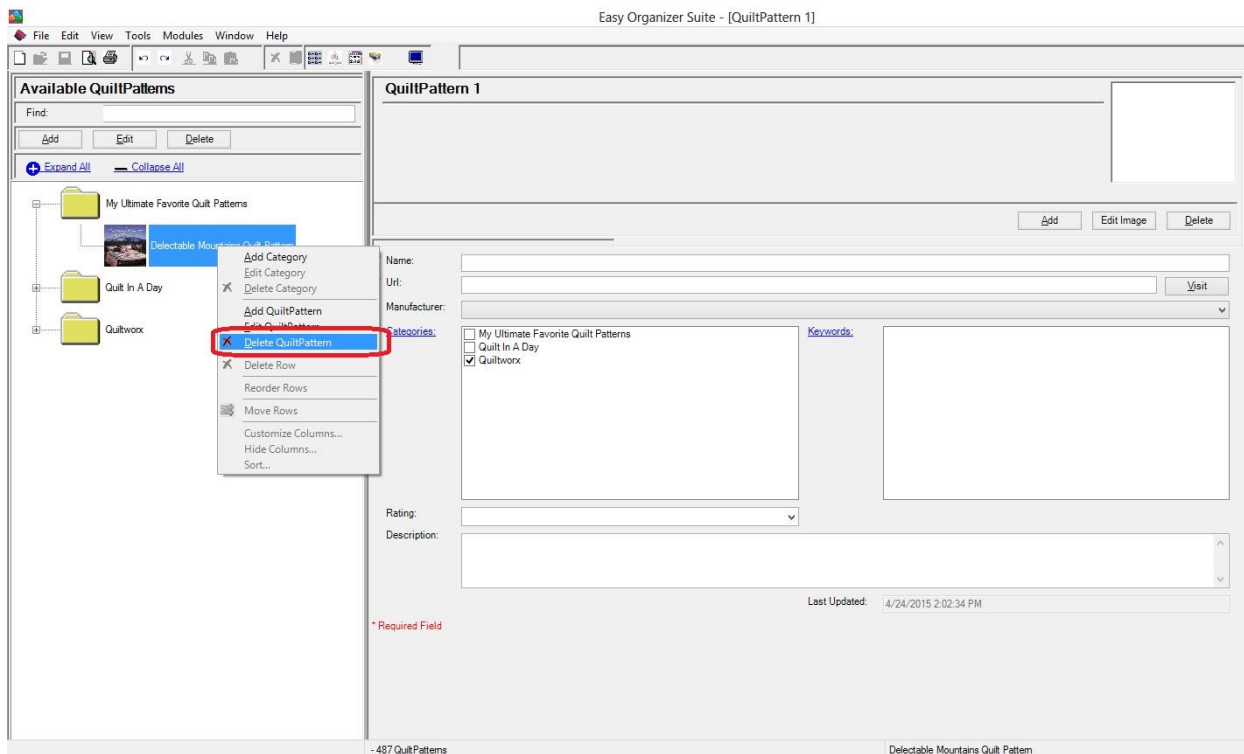


Congratulations! You have just edited a new quilt pattern!

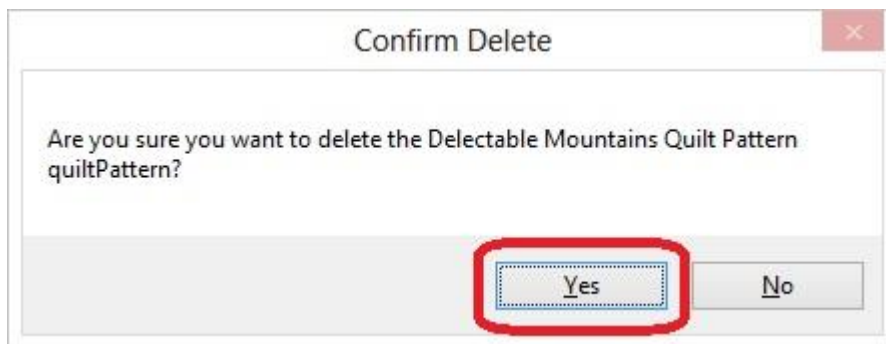
Close the Delectable Mountains Quilt Pattern chart to go to the Deleting a Quilt Pattern Chart section.

Deleting a Quilt Pattern Chart

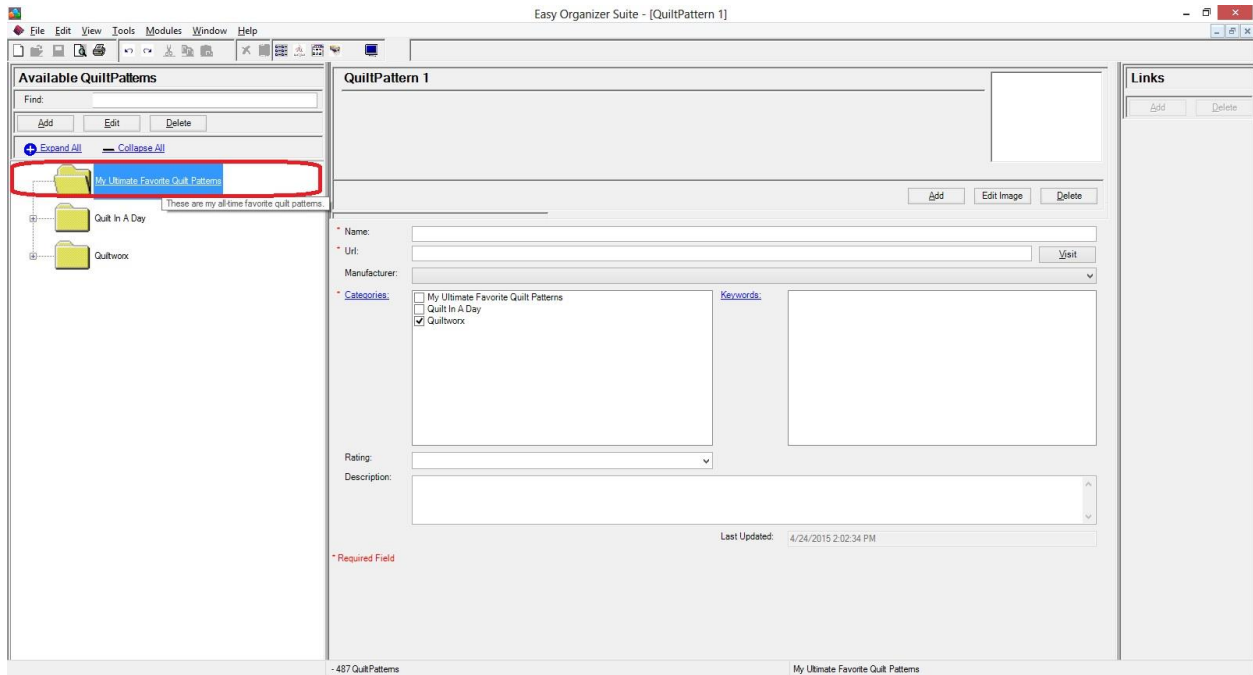
1. If you want to delete a Quilt Pattern, select the Quilt Pattern in the Available Quilt Patterns tree and either right click and select Delete Quilt Pattern, or select Tools → Delete Quilt Pattern.



2. The system will ask you if you are sure, and if so, click on the Yes button to delete the Quilt Pattern. Otherwise, click on the No button.



3. If you selected Yes, then you will no longer see the Quilt Pattern in the Available Quilt Patterns tree.



Congratulations! You have now finished the How To Work With Quilt Patterns Lesson.