



SEWCAT USER MANUAL

V4.0.0

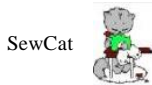


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S & S COMPUTING
Oak Ridge, TN 37830



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1. Introduction

1.1 Getting Started

SewCat® is software that allows you to organize your embroidery files into catalogs. These catalogs can be either *virtual* folders (which are stored temporarily in computer memory and later saved to disk as a very small database file) or actual directory folders on your hard drive or removable media. **SewCat** allows you to easily view the stitch patterns encoded in your embroidery files, making it easy to sort and optionally rename files in meaningful ways.

SewCat gives you the choice of using [virtual or real catalogs](#), depending on your preferences. The virtual cataloging that **SewCat** performs leaves your original embroidery files intact in their original locations on the Hard Drive, CD or Removal Drive. This is in contrast to the Explorer cataloging option which reorganizes files and folders on your hard drive. There are advantages to each form of cataloging.

Virtual Catalog

In creating virtual catalogs (VC), any mistakes - such as inadvertent file or folder deletions - do not permanently affect the original embroidery files (which are never moved or deleted). If you *do* mistakenly delete file(s) or folder(s) in the virtual catalog, they can be restored from the special *Recycle Bin* folder in the VC. When a virtual catalog is saved to a hard drive, it takes up very little space. This allows you to create numerous different catalogs containing the same files, while occupying (almost) no additional disk space. However, a disadvantage of the virtual catalog (compared with a *real*, or physical catalog) is that only *links* to the cataloged files are saved. Thus, if you change the location of files on your hard drive, or remove the external media (CD or floppy) containing the cataloged files, those files will no longer be viewable when you reopen the saved catalog file.

Explorer Catalog

In the Windows Explorer (or real, physical) catalog mode, the catalog folders *are* created on your hard drive and the files you move around (either by copying or moving them with your mouse) are actually saved on the hard drive. Thus, although they will occupy additional space on the hard drive, there are no virtual links, so you will always be able to view the explorer-style catalog folder contents from Windows Explorer.

Starting a SewCat Session

To begin a [new SewCat](#) catalog, use the directory folder list appearing in the left panel of the **SewCat** workspace to navigate through your directories and locate embroidery files to be [displayed for cataloging](#).

Storing Files in Virtual Catalog Folders

The catalog appears in the panel on the right of the **SewCat** workspace. It initially contains a few *example* folders to demonstrate what a catalog might look like. You can delete these folders, or rename them to something more suited to your application (see the discussion below on manipulating folders for more details).

Use the mouse to select files from the center panel (by left-clicking on the file icons). Once selected, drag and drop the icon(s) into the catalog directory tree. Multiple files can be selected by holding down the *Ctrl* or *Shift* key during selection. An icon will appear with a thickened border when it is selected. After it is dropped into the catalog, a box with a check mark will appear below the icon to indicate it has been inserted into the catalog. This behavior is modeled after the folder selection logic of Windows Explorer®. Note that you can clear the selection status of all files by clicking on any blank area in the middle pane.

Manipulating Virtual Catalog Folders

To *create* a new folder in the catalog, first click on the catalog folder that will be the *parent* of the inserted folder. (The new *child* folder will go *below* its parent.) Then press the *Insert* key. This works for both top-level folders and subdirectories. New folders can also be added to the Virtual Catalog by clicking on the [Import Folders](#) item on the [Tools](#) menu. This latter method will allow you to insert empty folders into the virtual catalog, based on the folders that are selected in the directory view. This is an effective way to populate your Virtual Catalog tree.

To *delete* a folder (and all its contents) or a file from the catalog, first select the folder or file (by clicking it) and then press the *Delete* key. If a file or folder is deleted by mistake, then click the Undo toolbar button (or press Ctrl-Z) to recover it. Files and folders in the catalog can also be moved to another *branch* of the catalog (dragged and dropped) or copied (hold down the Ctrl key during the mouse drag to *copy* the selected items to a new location).

An existing catalog folder or file may be renamed by first clicking on the appropriate icon to *select* (highlight) it. Next, click the label (the text next to the icon) to initiate *text-editing* mode. (This is important: simply clicking the file or folder will not put you into editing mode! You *must* click the text label, too.) Once in editing mode a box will appear around the text to be edited, which should now be highlighted and blinking. After you complete the text editing, press either *Return* to accept your changes, or *Escape* to recover the original text. This will exit text-editing mode.

To view an enlarged image of any cataloged file, along with some pattern details (stitches, colors, size), click on the file icon or label in the catalog.

Selecting the [Save As](#) item from the [File](#) menu will allow you choose a name and location for saving the catalog to a small **SewCat** catalog file (*.scc extension). This file stores the information required to restore your virtual catalog in the future. It contains only the names and locations of the embroidery files in your catalog and the associated embroidery files on disk. It does not store any stitch data.

Opening a Catalog File

Another way to begin a **SewCat** session is by [opening](#) an existing embroidery catalog file saved from a previous editing session. The last catalog that was edited will automatically load the next time **SewCat** is opened.



Interaction of SewCat With Other Applications

You can also drag and drop files from the center panel or directly from the catalog into other applications, such as an embroidery editor (for example, **SewWhat-Pro**) or Windows Explorer.

Printing Albums

To print an *album* of the file icons appearing in the center panel, select [Print Album](#) from the [File](#) menu.

Creating a Permanent Catalog: organizing embroidery folders on your hard drive

There may be situations when you want to create permanent catalogs directly on your hard drive (in contrast to producing the virtual catalogs described above). **SewCat** allows you to do this by toggling the [Catalog/Explorer](#) item on the [View](#) menu.

1.2 Frequently Asked Questions (FAQ)

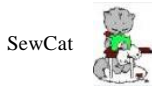
How To ...

- [Alphabetize Files \(existing or new\) in the Virtual Catalog \(VC\)](#)
- [Add a prefix or suffix to selected files in VC](#)
- [Add a keyword to a single VC file](#)
- [Add keywords to multiple selected files in VC](#)
- [Display an Explorer catalog](#)
- [Display Files for Cataloging](#)
- [Find the location\(s\) in the VC of a disk file](#)
- [Find the location on disk of a file in the VC](#)
- [Move Files into a Catalog](#)
- [Rename Files or Folders](#)
- [Open a previously-saved catalog](#)
- [Save the present \(working\) catalog](#)
- [Delete a folder or file\(s\) from a catalog](#)
- [Insert a new folder into a catalog](#)
- [Show File Details for mid-panel icons](#)
- [Set search criteria \(keywords or pattern-based\)](#)
- [Interact with an Embroidery Editor](#)

Menus

- [File menu](#)
- [Edit menu](#)
- [View menu](#)
- [Tools menu](#)
- [Windows menu](#)
- [Help menu](#)

1.3 Contact Us



If you have any questions about the **SewCat** program, or any suggestions for improvements or additional features you would like to see added, please contact us at

support@sandscomputing.com

1.4 Purchase SewCat

You may purchase **SewCat** from the Shop-Online page of the S & S website:

<http://www.sandscomputing.com>

or some of our reseller websites. Scroll down to the **SewCat** product listing and click the *Add-to-Cart* button there to purchase the license. If you want to order a CD, use the down-arrow on the Add-to-Cart button to select the CD version of the software.

To update to the latest version of the software, use the *INSTALL* link (to the right of the Add-to-Cart button) for either the 32 and 64-bit version of the product (depending on your Operating System).

There is a 14 day DEMO period during which you may use the software (with no restrictions). After that, you can either uninstall the software or purchase a license (*Add-to-Cart*). After purchasing the license, the registration information will be emailed to you and you can register the DEMO to make it a licensed copy. You DO NOT have to uninstall the DEMO if you want to keep the software, but only register it after receiving the license information.

2. Menus

2.1 File menu commands

The File menu offers the following commands:

New	Creates a new embroidery catalog.
Open	Opens an existing embroidery catalog.
Close	Closes an opened embroidery catalog.
Save	Saves an opened embroidery catalog using the previous name.
Save As	Saves an opened embroidery catalog to a specified file name.
Print Album	Prints an icon album of the selected directories displayed in the icon panel.
Print Preview	Displays the document on the screen as it would appear printed.
Page Setup	Displays a dialog for setting page margins, orientations and icons per page for printing.
Exit	Exits SewCat .

2.2 Edit menu command

The Edit menu offers the following commands:

Undo	Reverse previous editing operation
Delete	Deletes (prunes) folders or files from catalog tree.
Insert	Inserts (grafts) a new, empty folder on catalog tree.
VC Drive	Update drive associations for files in the Virtual Catalog

2.3 View menu commands

The View menu offers the following commands:

Toolbar	Shows or hides the toolbar.
Large Toolbar Icons	Toggles between large and small toolbar icon size.
Status Bar	Shows or hides the status bar.
Jump Stitches	Shows or hides the display of jump stitches in the lower right magnification panel.
Texture	Shows or hides texturing (3D view) of the pattern in the lower right panel.
Units	Toggles between American (in) and metric (mm) units in pattern properties display.
Zoom Icons	Magnifies or shrinks the size of icons displayed in the central panel.
Virtual Catalog-Explorer	Toggles between catalog/Explorer view in right panel.
Thumbnails	Toggles between normal (display folders and files) and thumbnail (display files only) view
File Information	Displays detailed file and color information in icon view.
Large Folders	Increases the size of the catalog folder tree items.
Uncatalogued Files	Displays (if unchecked) or hides embroidery files that appear in the present catalog
Zip files	Displays or hides embroidery files stored in zip files.

2.4 Tools menu commands

The Tools menu offers the following commands:

Alphabetize	etizes files/folder in the catalog.
Background Color	Displays popup menu for choosing icon and panel background colors.
File Filter	Displays a dialog for selecting combinations of file type extensions that will appear in the middle icon panel when searching the directory tree.
Hover Delay	Adjust the hover delay time for customizing the drag/drop response over the catalog folders. Also choose an AutoExpand option.
Icon Layout	Choose the spacing of icons on the screen and the number of icons in a row.
Import Folders	Import folder tree from directory view (left panel) into virtual catalog.
Search Criteria	Set criteria to display files with names containing at least on the keywords in the search, or satisfying certain pattern-based measures.
Language Support	s pop-up menu to select languages supported by SewCat .

2.5 Windows menu commands

The Window menu offers the following commands, which enable you to arrange multiple views of multiple documents in the application window:

Cascade	Arranges windows in an overlapped fashion.
Tile	Arranges windows in non-overlapped tiles.

2.6 Help menu commands

The Help menu offers the following commands, which provide you assistance with this application:

Help Topics	an index to help topics and opens "Getting Started"
Help Manual	opens dialog containing online help manual for SewCat .
Auto-Update	(on/off) autoupdate feature for SewCat
Update Now	updates immediately for available update.
Order Info	opens information for ordering SewCat .
About SewCat	shows the version number of this application.

3. File commands

3.1 New

Use this command to create a new Catalog in **SewCat**. A new catalog is automatically opened when you first start a new **SewCat** session.

You can open an existing document with the [File Open command](#).

Shortcuts

Toolbar:
Keys:



CTRL+N

3.2 Open

Use this command to open an existing catalog in a new workspace.

Select the desired catalog from a list of previously-stored **SewCat** files. Note that the catalog files you create with **SewCat** represent *virtual* directories. That is, they are stored in small catalog files and appear in the **SewCat** catalog panel, but they do not actually modify the contents of your disk directories. Thus, deleting files and folders in the catalog tree has no impact whatsoever on the embroidery files you have stored on disk. This makes the virtual cataloging system a very safe and user-friendly way of organizing your embroidery files.



You can create new Catalogs with the [New](#) command.

Shortcuts

Toolbar:
Keys:



CTRL+O

3.3 Close

Use this command to close all windows containing the active document. **SewCat** suggests that you save changes to your document before you close it. If you close a document without saving, you lose all changes made since the last time you saved it. Before closing an untitled document, **SewCat** displays the Save As dialog box and suggests that you name and save the document.

You can also close a document by using the Close icon on the **SewCat** catalog document's window, as shown below:



Shortcuts

Keys: CTRL+F4 closes a document window
ALT+F4 closes the **SewCat** window or dialog box

3.4 Save

Use this command to save the active document to its current name and directory. When you save a document for the first time, **SewCat** displays the Save As dialog box so you can name your document. If you want to change the name and directory of an existing document before you save it, choose the Save As command.

Shortcuts

Toolbar:
Keys:



CTRL+S

3.5 Save As

Use this command to save and name the active Catalog. **SewCat** displays the Save As dialog box so you can name your catalog. **SewCat** catalog files are given the extension "scc" (SewCat Catalog). These files may be double-clicked on your desktop to automatically open **SewCat**.

To save a catalog with its existing name and directory, use the Save command.

3.6 Print Album



Use this command to print an album of SewCat icons based on the icons displayed in the center panel. The album icons can be either associated with the directory (left) panel or the virtual catalog (right) panel, depending on in which directory tree the last check-boxes were selected.

If there are no files open for viewing, then a summary of the [Getting Started](#) topic can be printed by selecting *Print Manual* instead.

This command presents a Print dialog box, where you may specify the range of pages to be printed, the number of copies, the destination printer, and other printer setup options.

Shortcuts

Toolbar:
Keys:

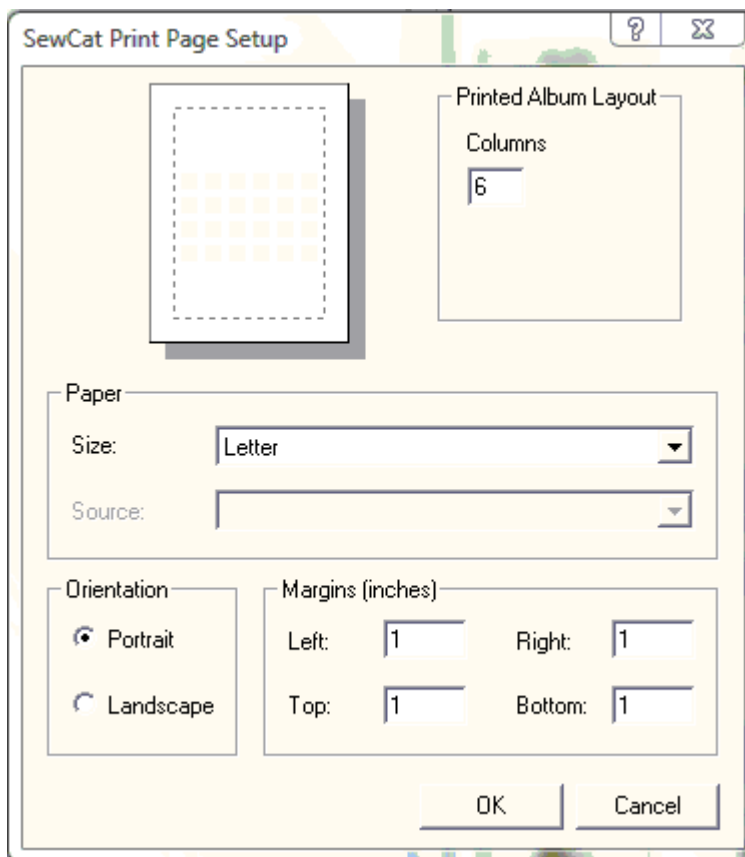


3.7 Print Preview

Use this command to display a preview of the **SewCat** album as it would appear when printed. When you choose this command, the main window will be replaced with a print preview window in which one or two pages will be displayed in their printed format. The print preview toolbar offers you options to view either one or two pages at a time; move back and forth through the document; zoom in and out of pages; and initiate a print job.

3.8 Page Setup

Use this File menu item to set characteristics for the **SewCat** album page.





Enter the number of icons per column in the Columns edit box. The number of rows will be automatically determined to be consistent with the icon size that results from this choice. The page orientation and margins can also be selected here.

3.9 Exit

Use this command to end your **SewCat** session. You can also use the Close command on the application Control menu. **SewCat** prompts you to save documents with unsaved changes.

Shortcuts

Mouse: Double-click the application's Control menu button.

Keys: ALT+F4


4. Edit commands

4.1 Undo

Use this command (or press the Ctrl-Z key sequence) to undo the previous deletion operation in the Virtual Catalog (VC). Alternatively, you may drag/drop files and folders from the (Virtual Catalog) Recycle Bin back into the main part of the VC. Files and folders in the VC Recycle Bin will be deleted (from the Virtual Catalog, **not** from the hard drive) when the current session of SewCat is closed. A message will pop-up to warn you of their impending deletion.

Undo is also implemented in Explorer mode. Since deleted files and folders are stored in the system Recycle Bin, you may also go there at any time to restore them (even after **SewCat** has closed) as an alternative to *Undo*.

Shortcuts

Toolbar: 
Keys: Ctrl-Z


4.2 Delete

Use this command (or press the *Delete* key) to remove the currently selected folder or file(s) from the catalog. This command is unavailable if there is no item currently selected.

Note that any files or folders deleted from the Virtual Catalog (VC) will appear in the special Recycle Bin folder at the bottom of the VC. That way, any files inadvertently deleted can be restored by dragging them from the Recycle Bin to any other file in the VC. Files and folders in the Recycle Bin are not saved with the other VC files and folders (they are permanently deleted from the VC, but the original files on the Hard Drive or other external media are unaffected).

Likewise, in Explorer mode, deleted files and folders are stored in the system Recycle Bin and can be restored from there in the case of an unintentional deletion.

Shortcuts

Toolbar: 
Keys: Delete

4.3 Insert

Use this menu command (or press the *Insert* key) to insert a new folder into the catalog tree *below* the currently selected catalog folder.

Shortcuts



Toolbar:
Keys:

Insert

4.4 Virtual Catalog Drive Editor

If you have moved your folders to a different drive (with a different drive letter or path), then you can modify the Virtual Catalog (VC) by using the VC Drive editor available on the Edit menu. Click this to open a dialog box where you may select (with the left mouse button) and edit the drives. You may also edit path names - up to four levels deep - that will appear on the new drive.

5. View commands

5.1 Toolbar

Use this command to display and hide the Toolbar, which includes buttons for some of the most common commands in **SewCat**, such as File Open. A check mark appears next to the menu item when the Toolbar is displayed.

See [Toolbar](#) for help on using the toolbar.

5.2 Large Toolbar Icons

Click this [View menu](#) item to toggle between the small and large [main toolbar](#) icons.

5.3 Status Bar

Use this command to display and hide the Status Bar, which describes the action to be executed by the selected menu item or depressed toolbar button, and keyboard latch state. A check mark appears next to the menu item when the Status Bar is displayed.

See [Status Bar](#) for help on using the status bar.

5.4 Jump Stitches

Use this View menu item to toggle on/off jump stitches in the magnified display of the pattern file in the lower right (catalog) panel.

5.5 Texture

Use this View menu item to toggle on/off a textured display of the selected pattern file in the lower right viewing panel. Texturing is automatically off in the middle icon view in order to implement fast scrolling. At present, SewCat does not print textured icons (but this may change in the future).

5.6 Units

Use this View menu item to toggle between American units (inches) or metric units (mm) for the length properties of displayed patterns.

5.7 Zoom Icons

Click this View menu item to change the viewable size of the file icons appearing in the central panel. Click the "+" glass to magnify the image, and the "-" glass decrease the image size.

Shortcuts

Toolbar:



5.8 Virtual Catalog-Explorer

Click the Virtual Catalog-Explorer item (on the View menu) to toggle the right panel (catalog) view between the Virtual Catalog and the Windows Explorer view.

In the Virtual Catalog View, the right panel displays the user-defined virtual catalog tree structure. This structure is called virtual because it does not alter the location of any of the files stored on your drive.

In contrast, in the Explorer view the right panel displays the directory tree of your actual physical media attached to your computer (hard drives, floppy drives, CDs, USB media, etc.). Now, any changes you make in this tree will be permanently stored on your drive. This mode of operation is exactly the same as what you would do using the actual Windows Explorer. However, only embroidery files are shown in the **SewCat** Explorer view, simplifying the file management activity.

You may drag/drop files from the center icon panel into this Explorer panel, or within the Explorer panel.

Helpful hint: Hold down the **Ctrl** key to copy (not move) files from one place to another in either the Virtual Catalog or Explorer Catalog.

An explorer-style directory tree will appear in the right panel overwriting the virtual catalog (which is stored temporarily in memory - be sure to save it before exiting **SewCat**). All the embroidery files stored on your various drives (floppies, hard drives, CD's, USB media) can now be viewed in the Windows Explorer-like right panel. You may drag/drop files from the center icon panel into this Explorer panel. Now the files you add will be **permanently** stored on the physical media (hard, floppy or Zip disk) you drop them onto. In contrast to *virtual* catalogs - which do **not** modify your disk contents - moving files and deleting folders in the Explorer panel **will** change the files and directories on your drive(s). **The result is exactly the same as using Windows Explorer to rearrange your files and folders.** The user should be aware of this important difference between the **SewCat** Virtual Catalog and Windows Explorer functionality.

5.9 Thumbnails

Click the Thumbnails item (on the View menu) to toggle the middle-pane view between normal (display both folders and file icons) and thumbnail (display only file icons) view. This is useful for printing out a catalog of your files.

5.10 File Information

Click this View menu item to pop-up a menu for toggling (showing or hiding) the display of certain file properties in the central icon panel. Check the *File Details* item to display the number of stitches and colors, together with the pattern size. Check the *Color Stops* item to display the color stops (up to 36 of them) corresponding to the thread in the pattern.

Whatever is checked here will appear both in the icon panel *and* in the [print preview](#) and [print album](#) screens.

5.11 Large Catalog Folders

Click this View menu item to toggle the size of the folder icons displayed in the Virtual Catalog.

5.12 Uncatalogued Files

Use this View menu item to show (if unchecked) or hide icons for embroidery files that appear are catalogued in the current Virtual Catalog. If this item is unchecked, the icons for previously catalogued files will appear in the center-pane with a green check-mark. If checked, the icons for catalogued files will be hidden.

Checking this item may be useful to print a catalog comprised of only newer files that were added to your system since the catalog was original made. It is also useful for adding these newer files to an existing catalog.

5.13 Zip Files

Use this View menu item to show or hide the display of embroidery files that are compressed in zip files. **SewCat** will scroll faster when compressed files are *not* viewed.

6. Windows commands

6.1 Cascade

Use this command to arrange multiple opened windows in an overlapped fashion.

6.2 Tile

Use this command to arrange multiple opened windows in a non-overlapped fashion.

7. Tools commands

7.1 Alphabetize

Select this Tools menu item to toggle on/off the automatic alphabetizing of files dropped into the **SewCat** catalog trees. When this feature is on, the next file(s) dropped into a folder will automatically alphabetize all the files in that folder.

Also, checking this item at any time will automatically alphabetize the entire Virtual Catalog.

7.2 Background Color

Use this Tools menu option to open a pop-up dialog for selecting icon and panel background colors.

7.3 File Filter

Use this Tools menu item to open a dialog with a list of allowable embroidery, quilt and image file extensions that will be displayed in the middle icon panel. Click *Select All* if you want to show all file types. If you wish to show only several of the allowable file types, select those extensions by using the **Arrow** keys (**Up** or **Down**) and pressing the **Enter** key to select them. Hold down either the **Shift** or the **Ctrl** key to make multiple selections. The file types not selected will be *masked out* (filtered) and not be displayed in the icon panel (even if files of that type exist in the search directories).

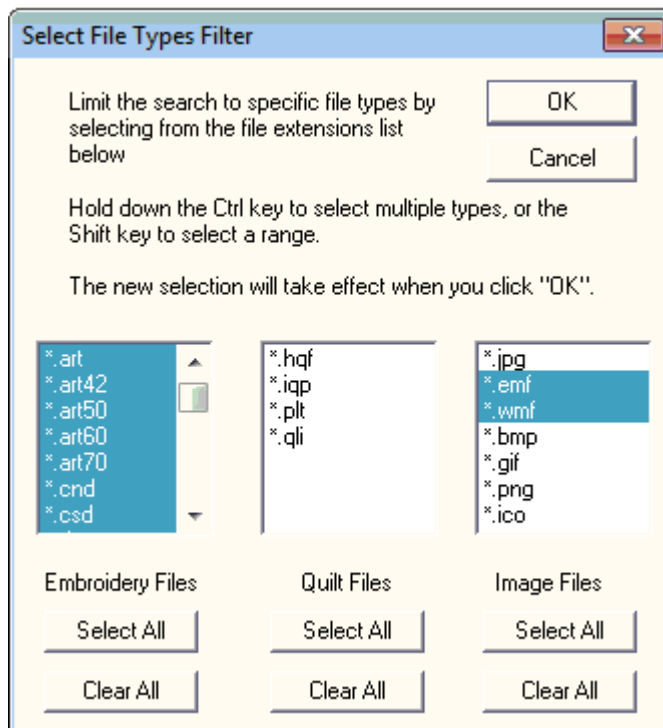


Fig 1. The dialog for selecting file-type filters to limit searches.

Note:

The catalog files will be automatically refreshed to reflect the filter changes when you click the "OK" button.

Shortcuts



Toolbar:
Keys:

7.4 Hover Delay

Use this tools menu option to open a dialog for entering the hover delay time. This is the time delay between when you drag a file (icon) over an unopened folder and when the folder will automatically open (expand) in response to the dragging operation. To avoid opening folders inadvertently as you drag files over them, it is advisable to make this delay time greater than about ½ second (enter 0.5 or larger).

You may also select from two AutoExpand options. This determines when (or if) an unopened folder will automatically open. The two choices are:

1. Folder expands if you *either* drop a file on it *or* the hover timeout period (set above) is exceeded.
2. Folder expands *only* if the hover timeout period is exceeded.

This latter option is useful if you are moving a lot of files and do not care to view the contents of a folder at this time.

7.5 Icon Layout

Use this tools menu option to open a dialog for entering the number of icon columns (icons per row) appearing on the screen.

7.6 Import Folders

Use this Tools menu item to add new folders to the Virtual Catalog by importing existing directory folders from the left panel (directory) tree. After checking the folders in the left panel that you wish to import, click this menu item and the selected folder tree will appear as empty folders in the Virtual catalog below (as children of) the presently active (selected) folder in the Virtual catalog.

7.7 Search Criteria

Use this tools menu option to open a dialog for setting certain criteria used to search for files. You can enter keyword(s) used to find files in selected folders with at least one keyword in their title. Also, you can select various pattern-based measures, such as a range of pattern sizes, stitches, or colors. Only those files simultaneously matching the keyword(s) and pattern criteria will be displayed in the Icon View Panel.

A keyword-restricted search can be performed both for the directory folders in the left-pane, as well as the Virtual Catalog folders in the right pane, depending on which folders are checked. In addition, keywords for individual files in the Virtual Catalog may be added to the search list. See [Add Keywords](#) for more information.

Note:

The catalog files will be automatically refreshed to reflect the keyword changes when you click the "OK" button.

Shortcut

Toolbar:



7.8 Language Support

Use this tools menu option to pop-up a menu for selecting the language to use for the user interface in **SewCat**.

8. Help commands

8.1 Help Topics

Use this Help menu item to open the **SewCat** help manual to the [Getting Started](#) topic.

8.2 Help Manual

Use this Help menu item to pop-up a floating dialog displaying a summary of the **SewCat** user manual. This dialog may be moved and resized and can be visible even viewing directory file icons in the middle icon panel.

8.3 Context Help

Use the Context Help command to obtain help on some portion of **SewCat**. When you choose the Toolbar's Context Help button, the mouse pointer will change to an arrow and question mark. Then click somewhere in the **SewCat** window, such as another Toolbar button. The Help topic will be shown for the item you clicked.

Shortcut

Keys:

Toolbar:
SHIFT+F1



8.4 Auto-Update

Use this toggle command to allow (prevent) automatic updating of **SewCat** software. When this menu item is checked (unchecked), auto-updating is allowed (prevented). With auto-updating allowed, the **S & S website** will be checked whenever the application is opened (but not more than once daily) for available updates. If there is an update available, the user will be given the opportunity to install it. The installation will *automatically* close the **SewCat** workspace, remove the older version, install the update, and restart the application.

8.5 Update Now

Use this command to search the **S & S website** for the availability of an update for **SewCat**. If an update is found, the user is given a choice to install it.

8.6 About SewCat

Use this command to display the copyright notice, registration and version number of your copy of **SewCat**.

8.7 Change (History) Log

Use this command to display the history of changes made to **SewCat**.

9. Toolbars

9.1 Main

The toolbar is displayed across the top of the application window, below the menu bar. The toolbar provides quick mouse access to many tools used in **SewCat**,



To hide or display the Toolbar, choose Toolbar from the View menu (ALT, V, T).

Click To



Open a new document.



Open an existing document. SewCat displays the Open dialog box, in which you can locate and open the desired file.



Save the active document or template with its current name. If you have not named the document, SewCat displays the Save As dialog box.



Save-As the active document with a new file name.



Print the active document.



Reverse the last file or folder deletion.



Cut (delete) the selected folders or files.



Insert a folder at the current selection point in the Virtual Catalog.



Add a mask (or filter) to the file search, allowing only specified file types to appear in the middle icon-view pane.



Set search criteria based on file names, keywords stored in the Virtual Catalog, or pattern-based measures.



Zoom-in (magnify) the size of the icons displayed in the middle pane.



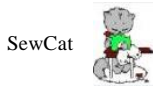
Zoom-out (reduce) the size of the icons displayed in the middle pane.



Open help manual.

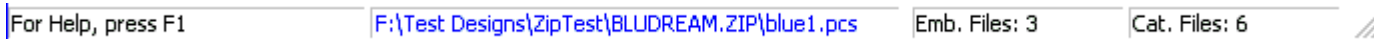


Context-sensitive help. Click this and move cursor to toolbar item or menu item for which help is required, and click on that item.



9.2 Status bar

The status bar is displayed at the bottom of the **SewCat** window. To display or hide the status bar, use the Status Bar command in the View menu.



The left area of the status bar describes actions of menu items as you use the arrow keys to navigate through menus. This area similarly shows messages that describe the actions of toolbar buttons as you depress them, before releasing them. If after viewing the description of the toolbar button command you wish not to execute the command, then release the mouse button while the pointer is off the toolbar button.

The remaining areas of the status bar indicate information about the status of the catalog (left pane), is described below:

Indicator	Description
2nd Pane	Full path name of the (original) file store in the catalog
3rd Pane	Number of embroidery files selected (checked) in the left-pane tree
Last Pane	Number of embroidery files in the present catalog