

QCT4 BATCH IMPORT TUTORIAL

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QCT4 Batch Import Tutorial

What is Batch Import?

Batch Import is importing purchased patterns to use or save as one or multiple files in one easy process. This tutorial will walk you through importing a purchased pattern(s) that you have unzipped and saved to a thumb drive.

Here's How.....

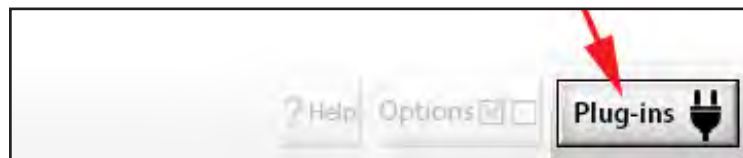
To import purchased patterns first they need to be **"unzipped"**. So, when you purchase a pattern(s), download it and unzip it by extracting all files and saving them onto a thumb drive.

Step 1: Batch Import:

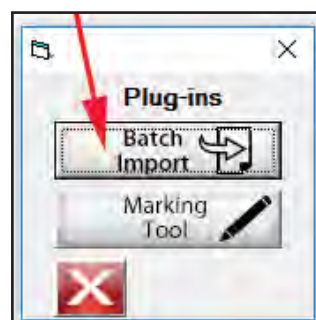
- You access **"Batch Import"** from the **"Plug Ins"** which is included in **"Select and Sew"** **"Pantograph"** **"Pattern Cad"** or **"Quilt Cad"**. For this tutorial we will use **"Select and Sew"**.



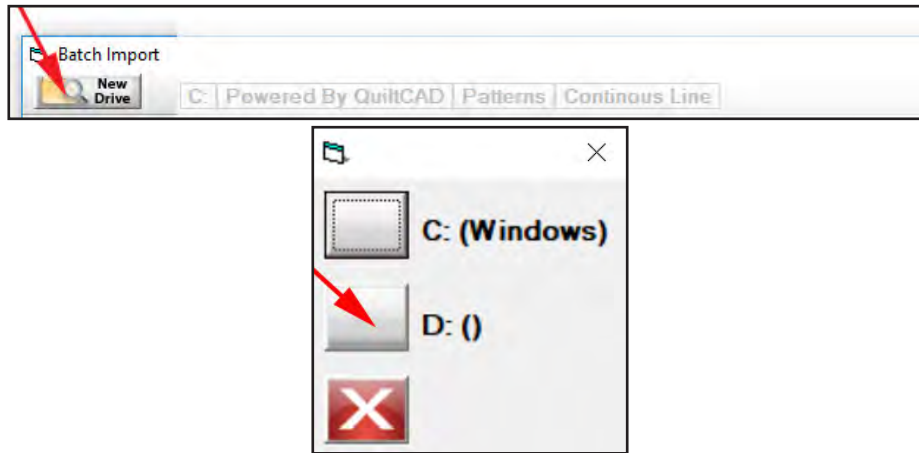
- If you only have one USB port on your tablet, disconnect your USB cable and insert your USB thumb drive. Choose **"Select and Sew"** and select a pattern.
- Look to the right corner of your screen and tap **"Plug Ins"**.



- Choose **"Batch Import"**.



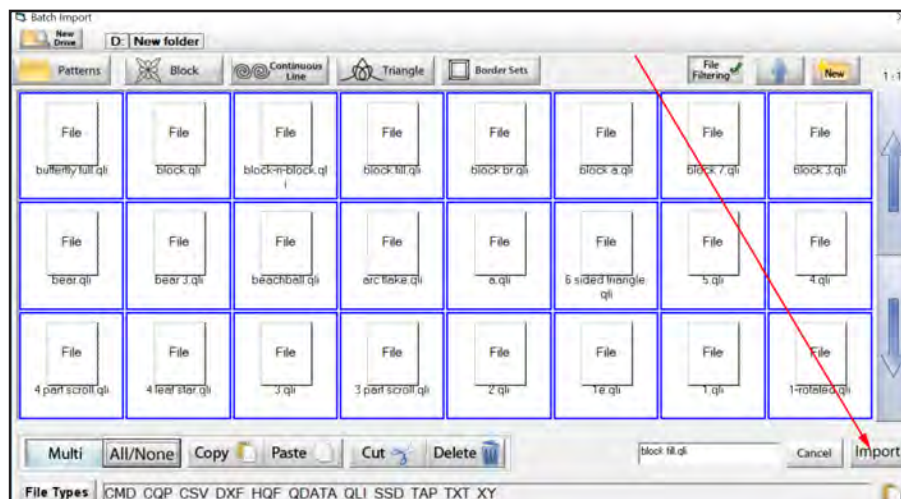
- Now select **"New Drive"** from the top left corner of your screen. Tap on your USB drive (normally it will be the **"D"** drive).



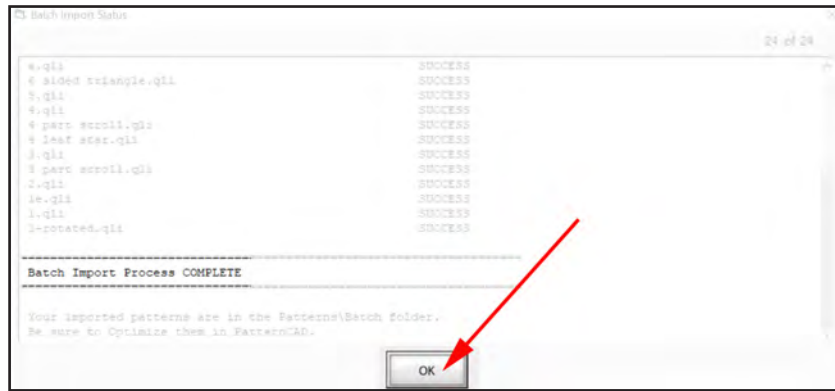
- Navigate to the folder that contains the file or files you wish to import.
- Tap the word **"Multi"** in the bottom left corner of your screen. Highlight any one file you wish to import or choose **"All/None"** to import all files in your chosen folder. Notice that once you have made your selection either one or all the file(s) will be highlighted.



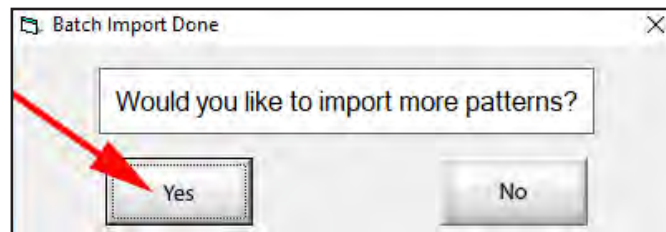
- Once one or all files are highlighted tap **"Import"** from the bottom right of your screen and the importing process will begin.



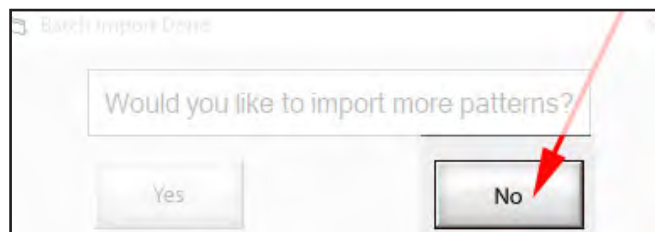
- Once the file(s) have been imported you will tap "Ok".



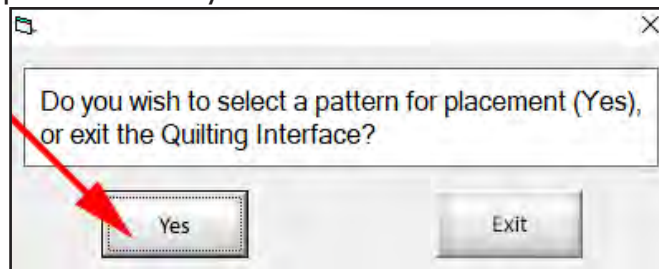
- If you select "Yes" your screen will return to your patterns to continue importing. If you choose to continue importing more patterns repeat "Step 1".



- If you select "No" you will need to choose to select a pattern for placement or exit the "Quilting Interface" which will take you back to the Home Screen.



- For this tutorial you will select "Yes". This will return you to your "Read Pattern" screen where you will find your imported files in your "Batch Folder".

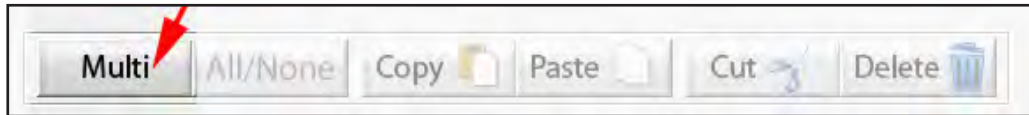


- Your imported file(s) can now be found in your "Batch Folder" under "Patterns".



Step 2: Saving your Files to a Folder and Deleting them from your "Batch Folder".

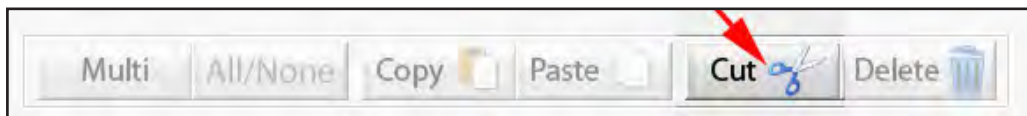
- Select the "Batch" folder and choose the file(s) you would like to transfer to your new folder. Choose a single file or tap "Multi" then choose "All/None" to highlight all patterns to be transferred to a newly created folder.



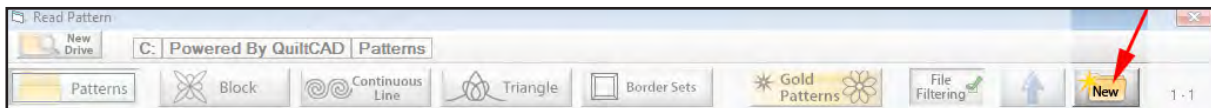
- If you choose you may save your files to a new folder on your tablet by selecting the file or files from your "Batch" folder located under "Patterns".



- Tap "Cut Files" and you will see your files removed from the "Batch" folder. **DON'T PANIC!** Your files are still there!



- Immediately go back to the patterns folder and create a "New" folder. On the top right tap on "New".



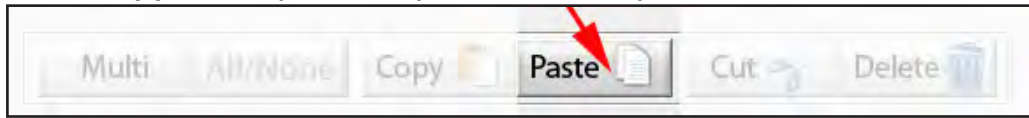
- Bring up your tablet keyboard and enter your new folder name. Then tap "OK".

Please Note: You may or may not have access to your tablet keyboard icon. If you do not, refer to "Step 3" below on how to retrieve your tablet keyboard icon for use. It's normally to the left of your date and time.

- I like to name the folder to reference the website or designer I purchased the pattern from.



- Choose your newly created folder and look at the bottom of your screen and tap on the word "Paste" Your file(s) will be placed in your folder in alphabetical order for future use.

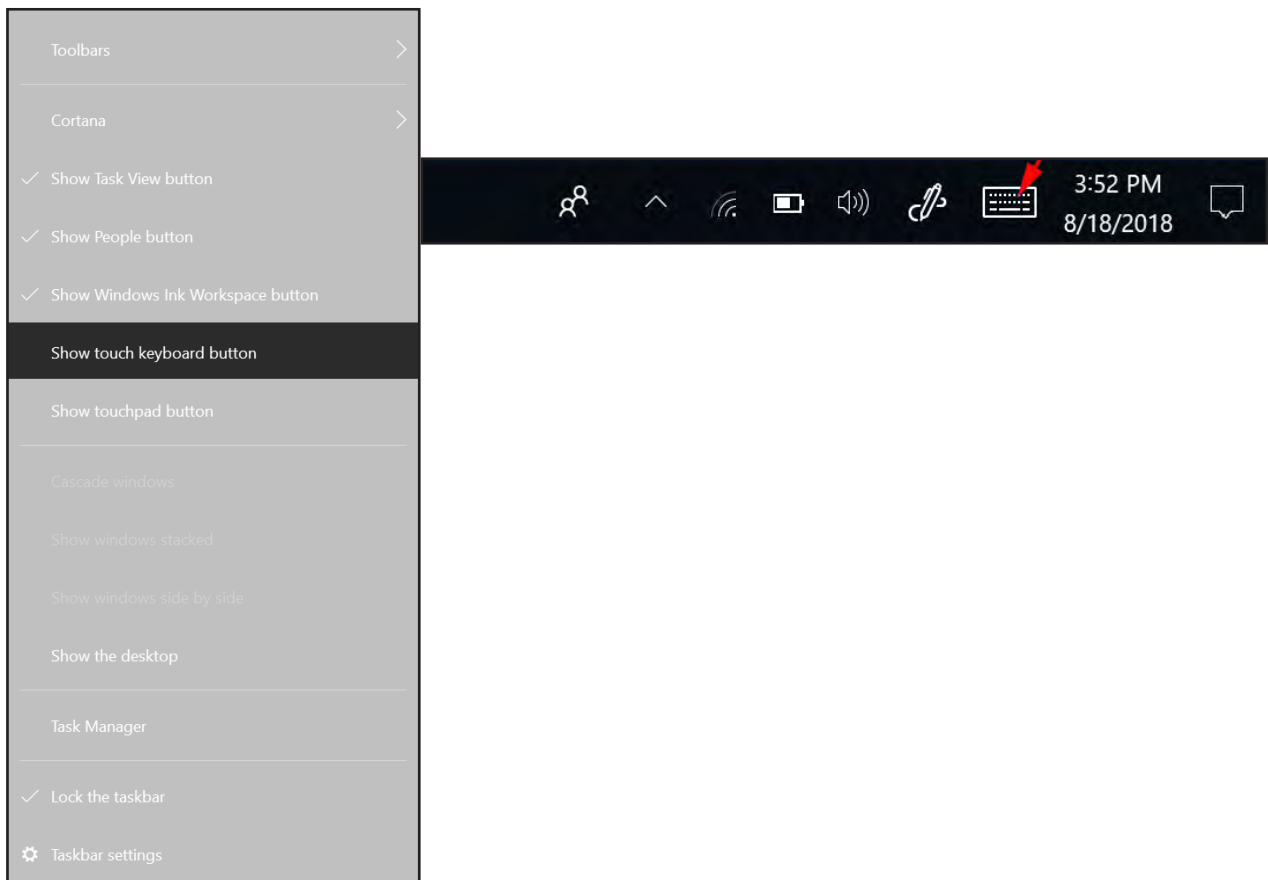


Step 3: How to Retrieve your Tablet Keyboard Icon. "Optional"

- If you do not see your tablet keyboard icon. Tap and hold in the middle of the bottom tool bar until you see a square around your finger then release your finger.



- A drop down menu will appear. Select "Show Touch Keyboard Button". Now you will have your keyboard icon next to your time & date. Tap on the icon to bring up your keyboard and enter your new folder name.



CONGRATULATIONS!!!

You have imported and saved one or more files/patterns on your tablet for future use.
Enjoy!!