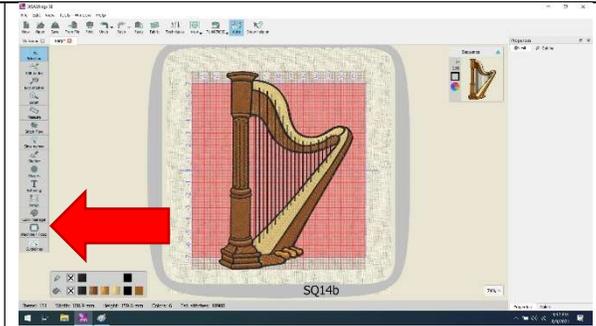


Embroidery Software – Changing the Hoop

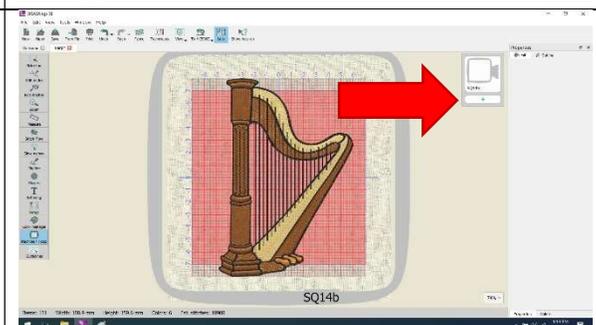
Step 1: Click “Machine/Hoop” icon

- From the menu on the left-hand side, near the bottom, click on “Machine/Hoop”.



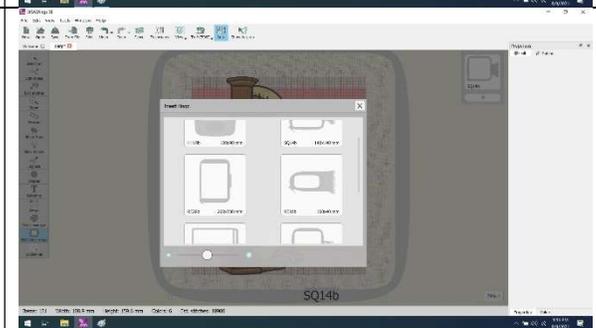
Step 2: Add a hoop

- The hoop icon will appear in the upper right-hand corner of the screen.
- Click on the “+” icon under the picture of the hoop.



Step 3: Select the new hoop

- From the pop-up window, select the hoop you wish to use. Scroll down in the window for more options.
- Hoops are in the embroidery machine’s bin. Be sure to select a hoop that we have available for use.



Step 4: Remove the old hoop

- Both hoops now show up in the upper right-hand corner of the screen.
- Moving your mouse over top of the old hoop causes a red “X” to appear in the upper corner of the icon
- Click on that “X” to remove the unwanted hoop.

