# **Spoonflower Basics Class**



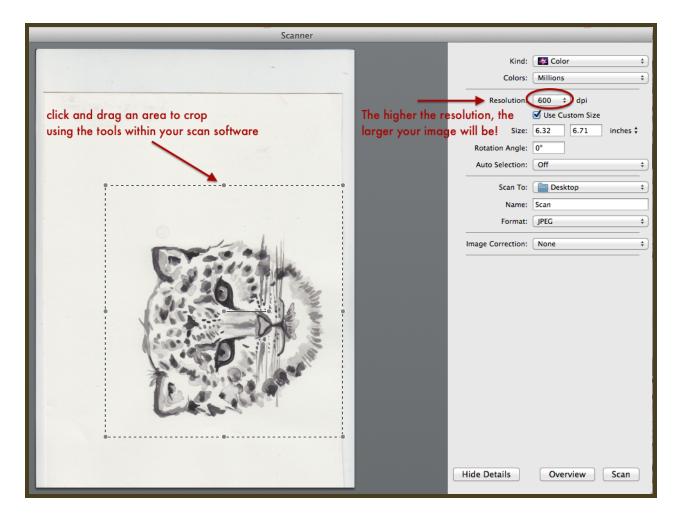
Scanning and uploading images to Spoonflower is super simple! Once a file is uploaded to our site, you will find several ways to continue tweaking your design. This class is designed to walk you step by step through the upload process, highlighting our handy design tools along the way.

Preparing and uploading your design to Spoonflower really is as easy as 1-2-3! Our final objective is to create our own fabric for an 18" square pillow front. Starting with a painting on paper, we will walk you through the process for how to scan, upload and print your own image, calling out some of the nifty features on our site along the way. We're going to start out by digitizing an image on paper by scanning it. Whether you are using a photograph or a drawing, an old ticket stub or a love letter, the steps are exactly the same.

# STEP 1: Digitize your image: SCANNING

Pick a scanner, any scanner! If you do not have one at home you can go to your local copy shop and ask to use theirs.

Place your image face down on the scanner, and scan it in at the highest resolution possible. This might say something like "1200 dpi", "best" or "photo". The smaller your physical image, the more important it will be to choose a high resolution since this will allow you to enlarge your image once printed. 'Resolution' refers to the number of pixels that make up your image. You want to make sure you have at least 150 of them for every inch you want your final print to be, so it's a good idea to capture as many as you can in that first scan by choosing a high quality setting. You can always make an image smaller, but making it bigger is much trickier!



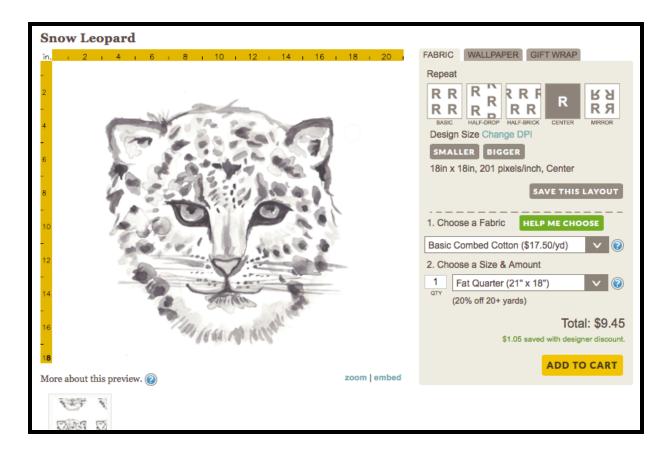
## STEP 2: Crop your image

Your image can be any aspect ratio or shape you want, but for this example we're going to make a perfect square. You should have the option with your scanning software to crop the image once it's scanned into your computer. If you do not see that option, most basic image editing software should have a crop tool.

## STEP 3: Upload your digital file

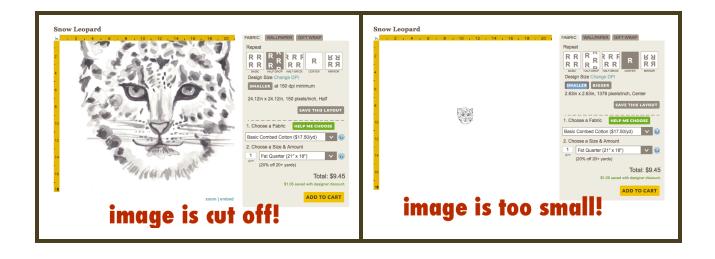
Once you log into your Spoonflower account, click on "Create" in the navigation, then select the type of product you are creating (fabric). This will take you to the image upload page for that substrate.

- 1. Select Your File: Click on the "Browse" button, locate and select your file.
- 2. **Confirm Copyright:** Verify that you have the right to use the image you have selected and agree to our copyright terms of service.
- 3. **Upload Your File:** Just click the "Upload File" button, and you're done! The file will now live permanently in your design library, and will have a default setting of "private" and not for sale.



Once your file uploads, you'll see a preview of your image. The preview you see on the design page is a preview of what you'll receive when you order from Spoonflower, so be sure to check it carefully. This is the best way to make sure that you have a good idea of the scale, layout and design of your fabric. A few things to keep in mind about this preview:

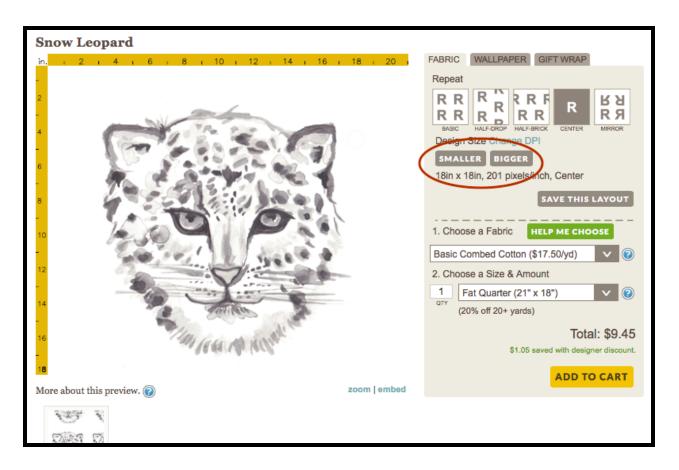
- The yellow rulers on the top and left of the design show the length and width of the printed design.
- The width and length shown changes depending on the fabric and amount selected for purchase (i.e. swatch, fat quarter or yardage length). Try changing your order selections to see what happens!
- The white space indicates unprinted area. Example: If image appears small and centered in preview, this is how it will print.
- White lines within the repeat of a design may mean repeat issues. If this is a design you've created, double check the file you uploaded for white lines along the edges.
   Sometimes you have to zoom in on the perimeter of your image to see this!
- You should see all of the design in your preview. Note: If your image appears to be cut
  off, it is!



#### **SELECT DESIGN SIZE**

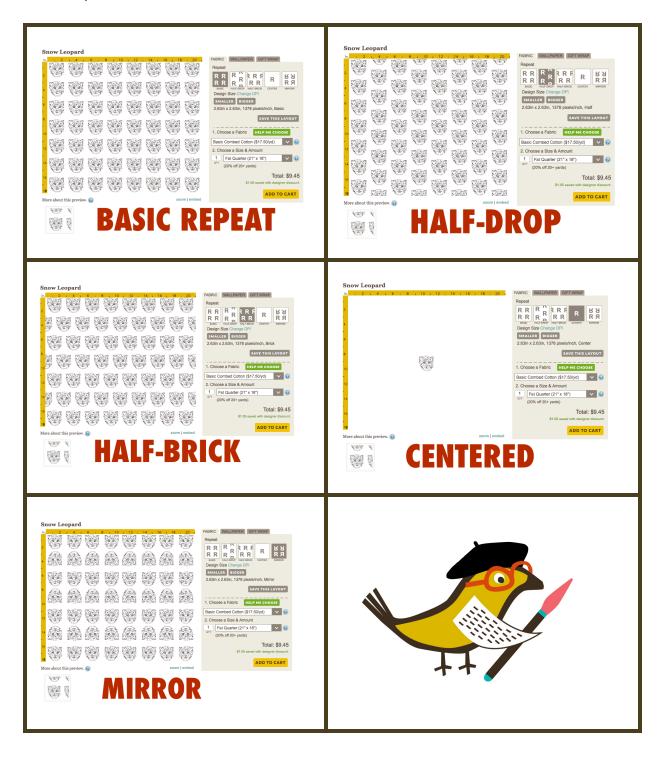
The "Design size" option allows you to change the design's size by clicking on the "Bigger" and "Smaller" buttons. Whether or not the option to go bigger or smaller is available will depend on the resolution of your design. A design with a resolution higher than 150 DPI will allow you to create a bigger image, and a design saved at 150 DPI or smaller will only allow you to decrease the size. You can change the DPI of your design manually by re-saving your file in most cases.

We want the image for the front our our pillow to be 18 x 18 inches, so we clicked "smaller" until it was the size we wanted.



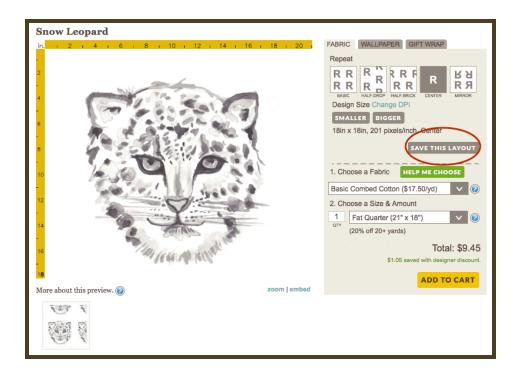
### **CHOOSE A REPEAT**

If you don't want a single large image, the repeat layouts built into our site give you several options for filling the fabric with your design. When you first upload your image to Spoonflower, our "Basic Repeat" will be selected as the default, but you may want to choose another option.



## **SAVE THIS LAYOUT**

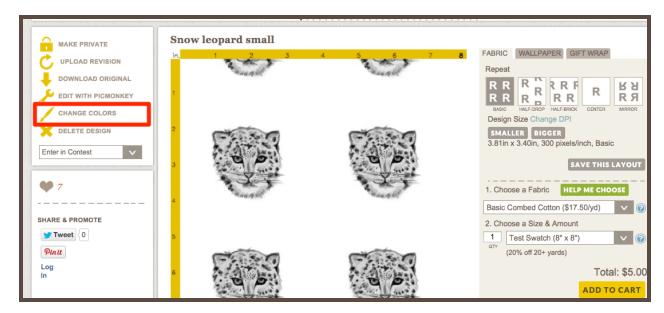
After you have made all the desired changes mentioned above, just click the "Save This Layout" button, and wait for the progress spinner to stop. This will indicate that your settings are now saved. Now pat yourself on the back--you have a new design in your Spoonflower account!



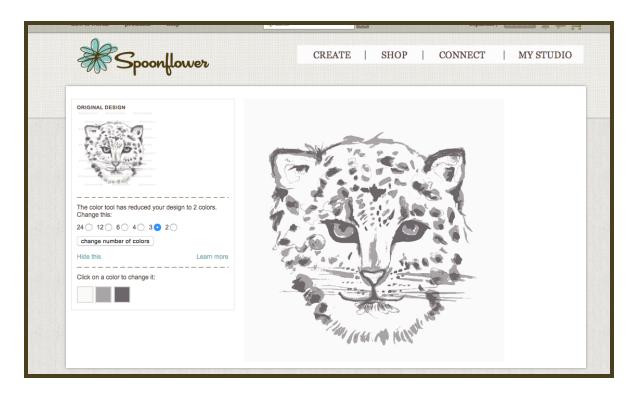
# **Optional:** How to use the Color Changer tool

Our Color Changer and PicMonkey features are unavailable for images larger than a fat quarter, or 21" x 18" at 150 dpi.

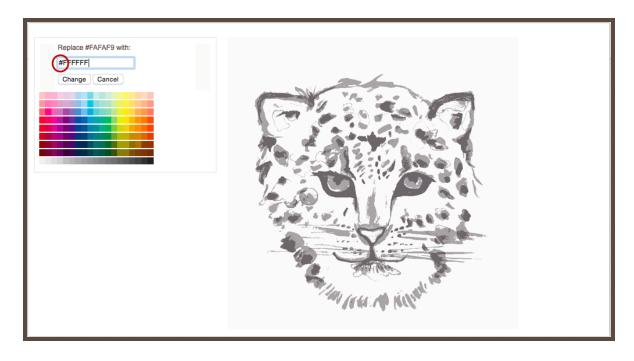
To change or reduce the number of colors in your design navigate to the design order page for the design you would like to edit and click Change Colors.



Next, you can change any of the the colors in your design by clicking the color block of the color you would like to change. There are two ways to choose a new color, you can select a color box in the color chart or you may choose a six-digit hex code from a printed fabric color map or color guide and enter this code preceded by a # symbol. If you do not include the # symbol, the color you've selected will default to black.



Select the color you want to change.



Either type in the new hex code you want, you choose from the color picker menu. Click Change to update your design and the preview. You may change as many of the colors in your design as you would like by repeating this process.

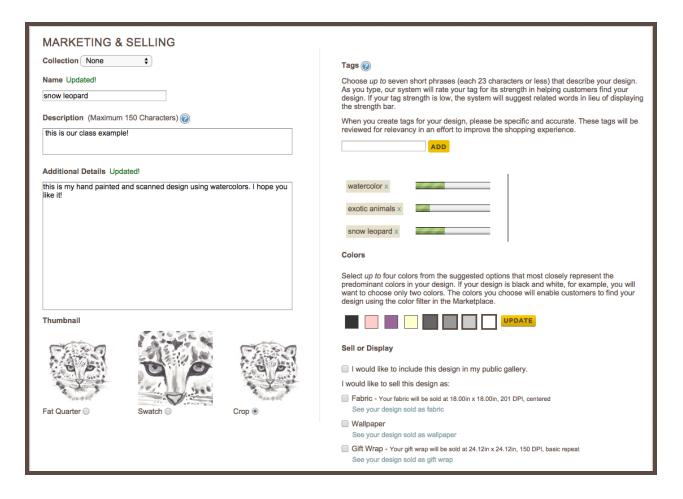


If you are unhappy with the changes made you can always click Revert to start over with your original design or Cancel if you decide you do not want to change your design at all. When your design appears as you would like in the preview click Save.

Voila! After clicking Save the system will automatically create a *second* design file with a -ch at the end of the file name saving your color changes in addition to your original design. The original design will remain unchanged.

You can keep your design private and only order it for yourself if you like, or, you can make your beautiful design available to the public and even make it for sale. If you want to add your design to the world's largest design <u>Marketplace</u>, simply follow the simple steps below to edit your design and make it ready for the world!

# **Marketplace and Ordering**



- **1.** One of the most important parts of your design is the **name**. Be sure to create a unique and fun name for your design!
- **2.** The **description** should be information about your design. Here you can talk about what inspired you to create it, why you chose the color scheme you chose, or even information on how to get in touch with you if someone's interested in changing the colors.
- 3. You can also add more to the description on the Additional Details section.
- **4.** The **Thumbnail** will be the small image that customers will be able to see initially of your design before clicking on it to be wowed by your creation. Make sure you select the best of the three images that you see there.
- **5.** You can use **tags** as keywords. These will be the words that when typed in our website will bring up all relevant designs with those words included. So, if you created a design with hearts, for example, make sure you add up to 7 relevant words that will help people find your design, words like "heart," "love," "Valentine's," etc.
- **6.** The **colors** are the small colored squares that you will see under your design. They will help people find your design among other designs with the same color scheme. Be sure to

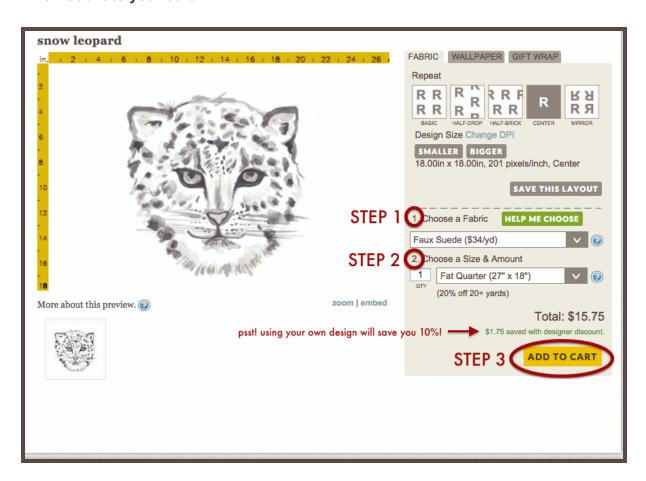
check what colors were selected automatically and if you feel that something should be different, edit the color blocks to update your design!

You may want to update how you'd like to **sell or display** your design. When you upload a design to Spoonflower, it defaults to being private—only you can see or purchase it. You have the option to make it public, meaning others can view your work, but can not purchase it. Or you can make it both public and for sale.

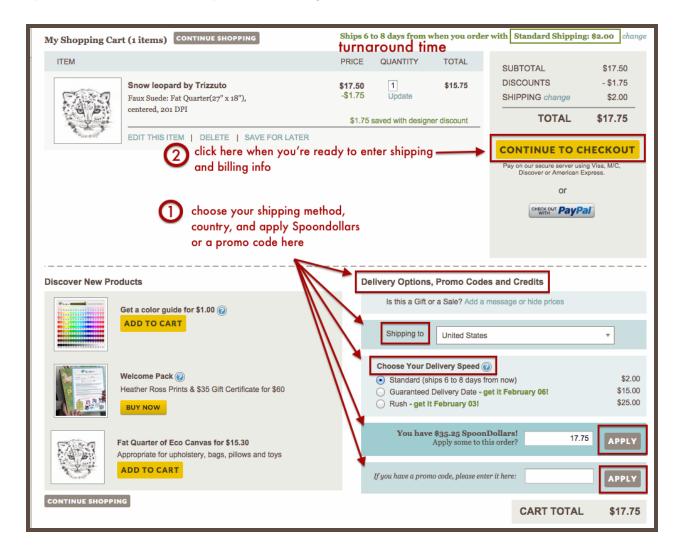
### ORDERING: add the fabric to your shopping cart

Before adding the fabric to your cart, be sure that the image looks exactly perfect in the large preview against the yellow rulers, as this is an accurate depiction of how the fabric will print.

- 1. choose a fabric
- 2. choose an amount
- 3. add it to your cart



# CHECKING OUT: in the cart you will choose your shipping method, apply Spoondollars, and enter a promo code if you have one!



You can also choose to hide prices and add a message if it's a gift. We will email with confirmation of your order, and send you another email with a tracking number when your order ships. Standard orders ship USPS, and all expedited orders are sent out via Fedex.

You did it! Use your Spoonflower fabric for something awesome!

