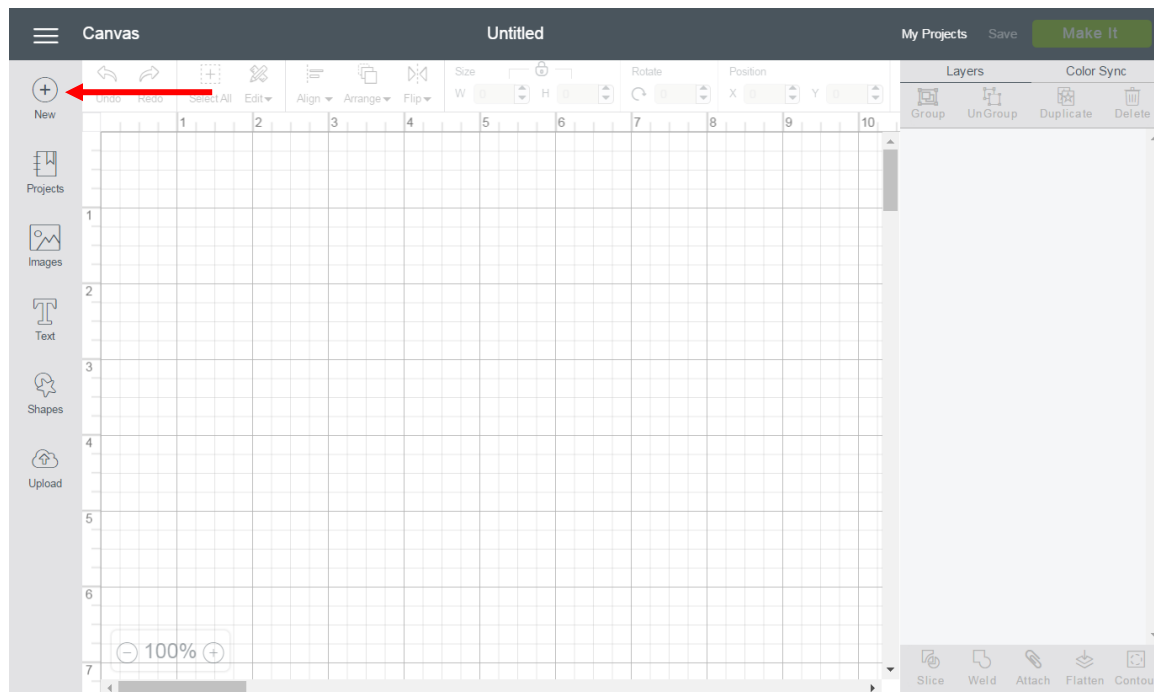# 1. Reference Guide and Glossary
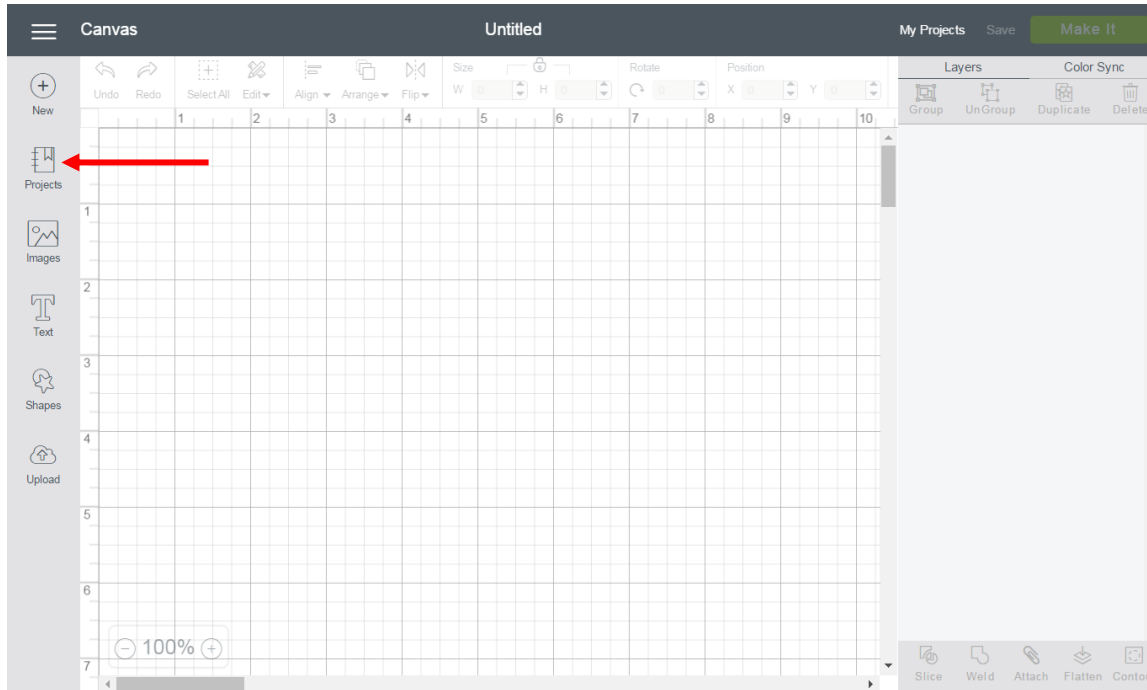
Design Panel

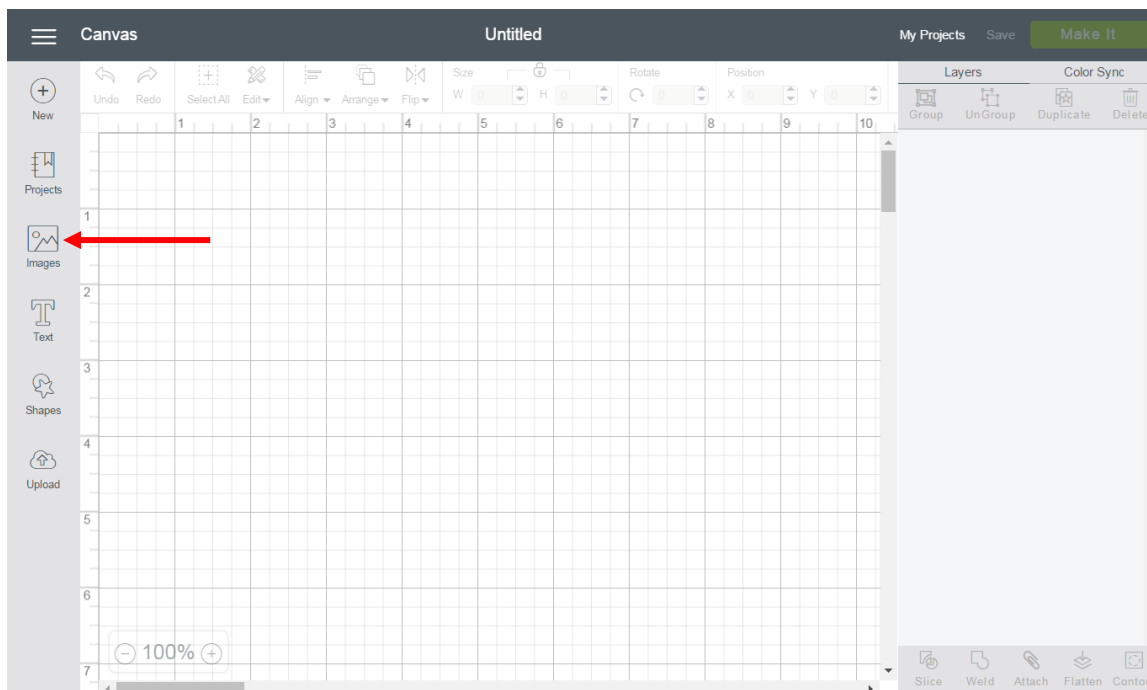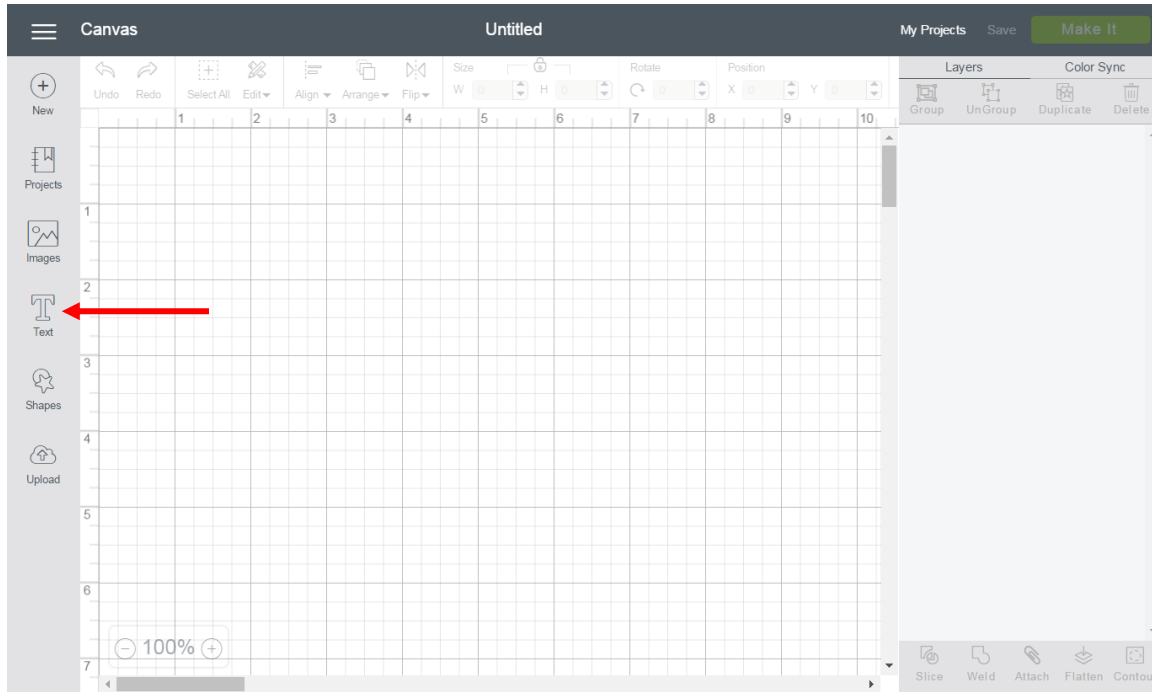New – Click the New Icon at any time to create a new project from scratch.

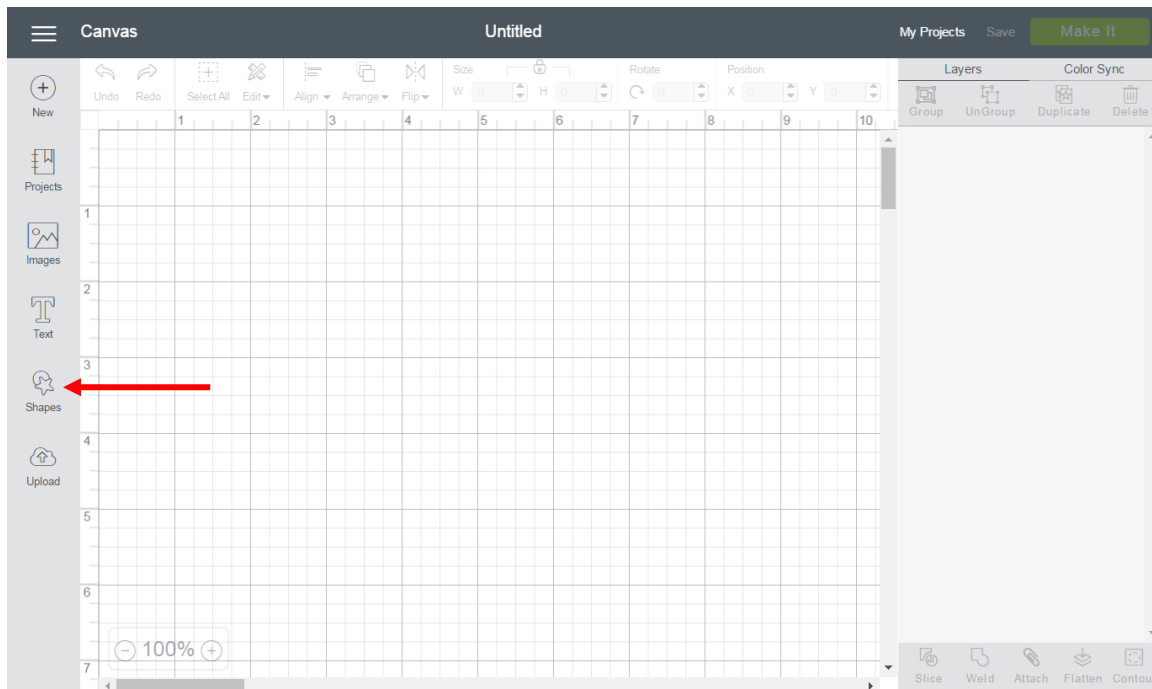Projects – Browse, select, and cut projects from the Projects Tab. This includes your projects.

Images – Browse, select, and insert images from the Cricut Image Library, including your own uploaded images, to the Canvas.
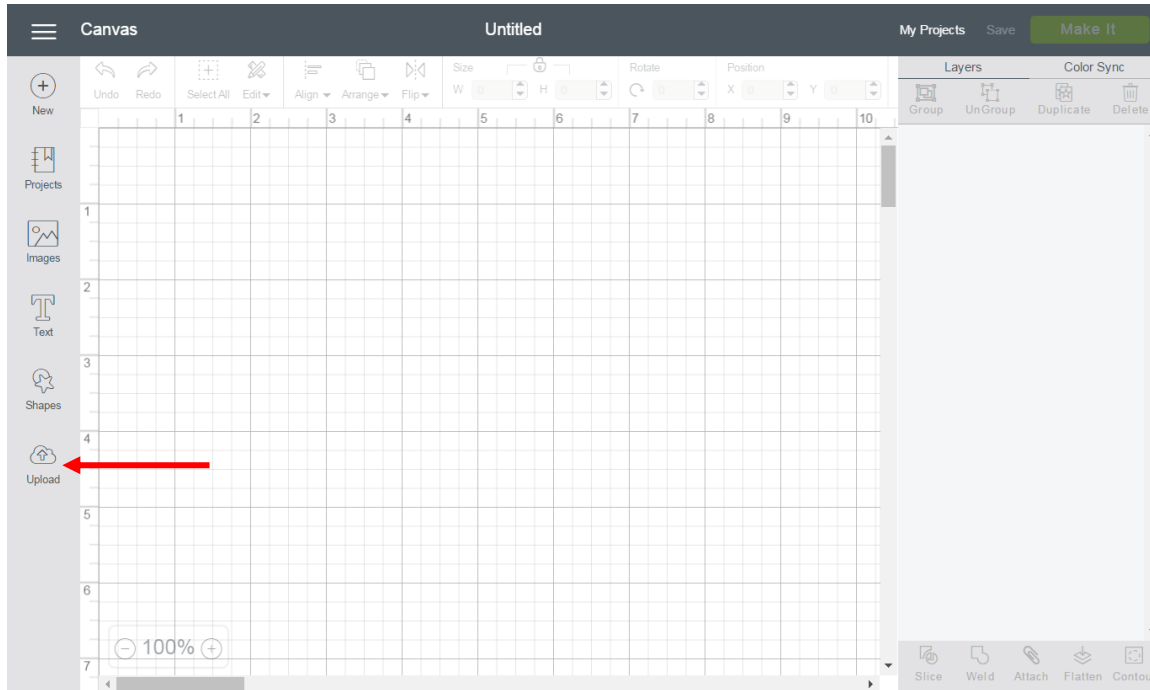
Text – Add words and phrases to the Canvas.

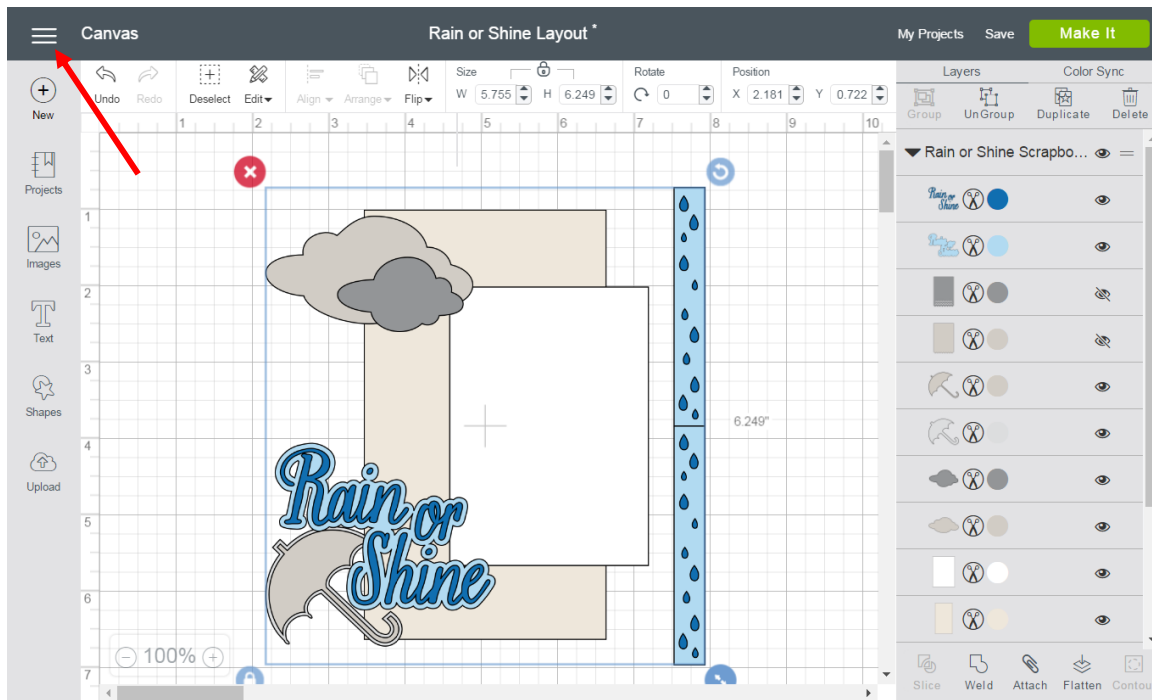Shapes – Add basic shapes, such as circles, squares, triangles, and lines to your Canvas.

Upload – Cut What You Want® by uploading .jpg, .gif, .png, .bmp, .svg, or .dxf image files for free.


Header

Menu – Navigate through Cricut Design Space. From the menu, you can get to Home or Canvas as well as access features like New Machine Setup, Link Cartridges, Settings, Help, and Sign Out.
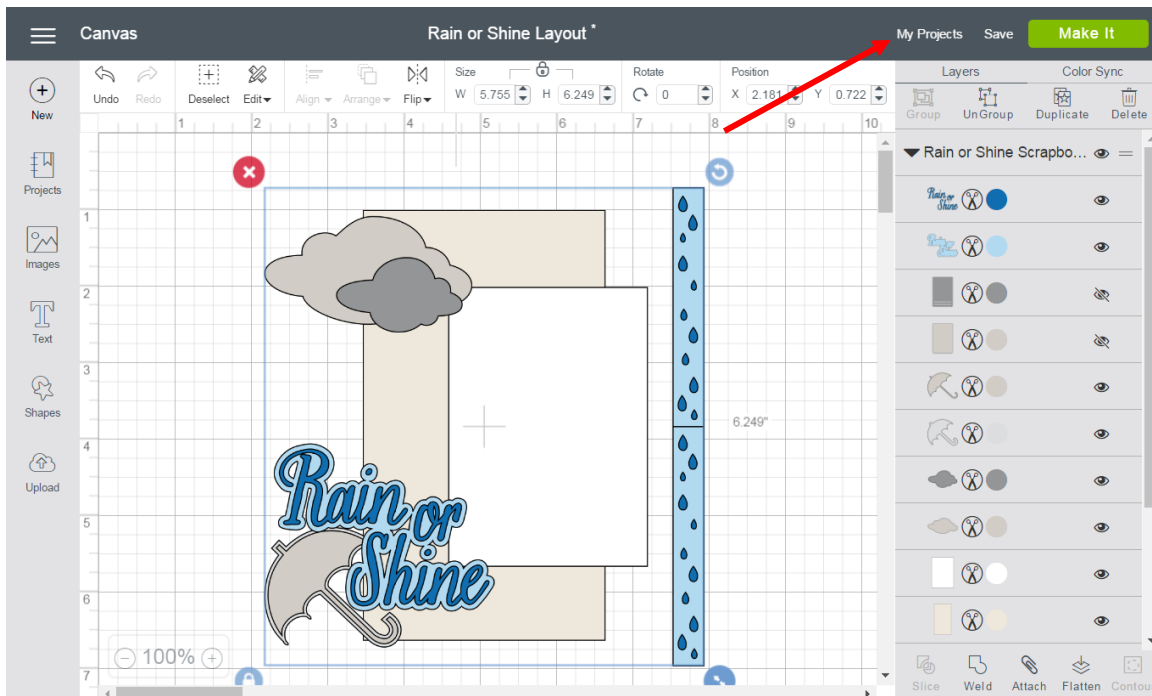
Page Title – Indicates the page you are on in Design Space, e.g., Home or Canvas. You can close an open tab by clicking on the page title.
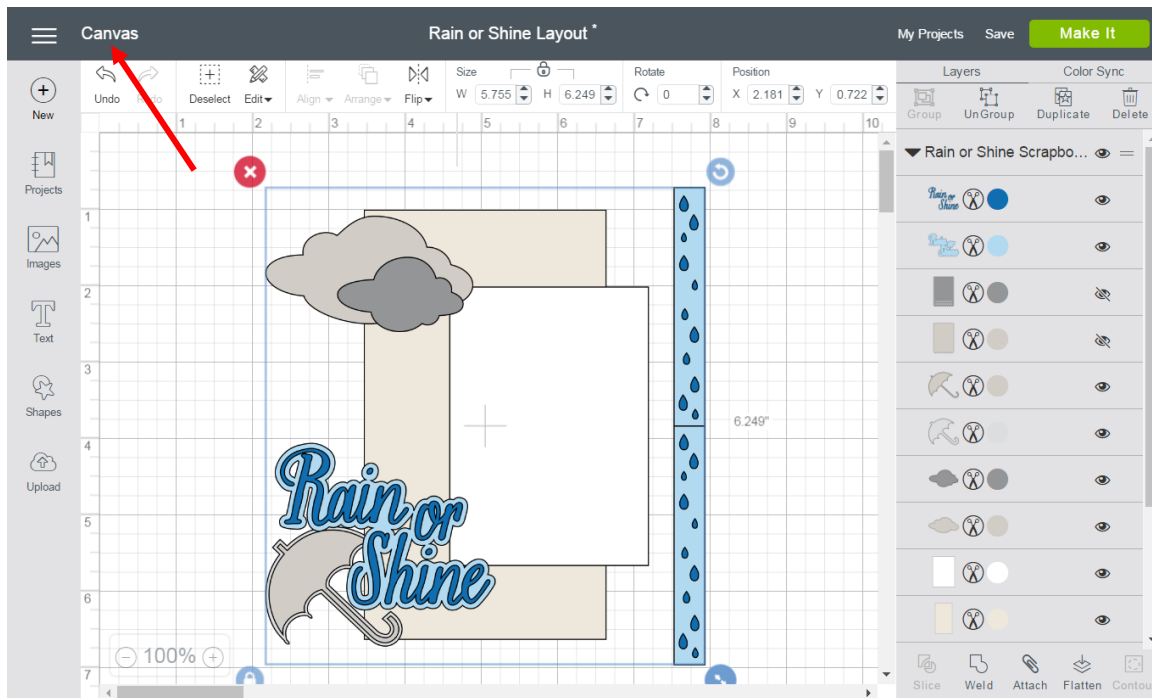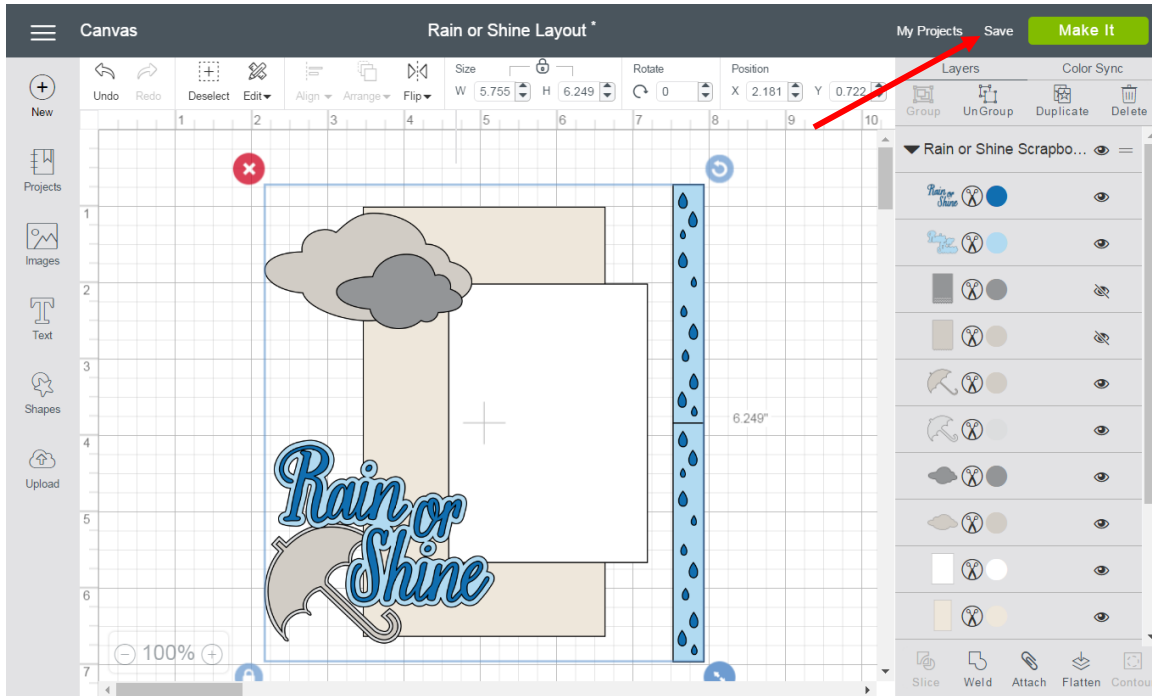
Project Name – The name of your project will appear here. If you have not yet saved your project it will say Untitled.
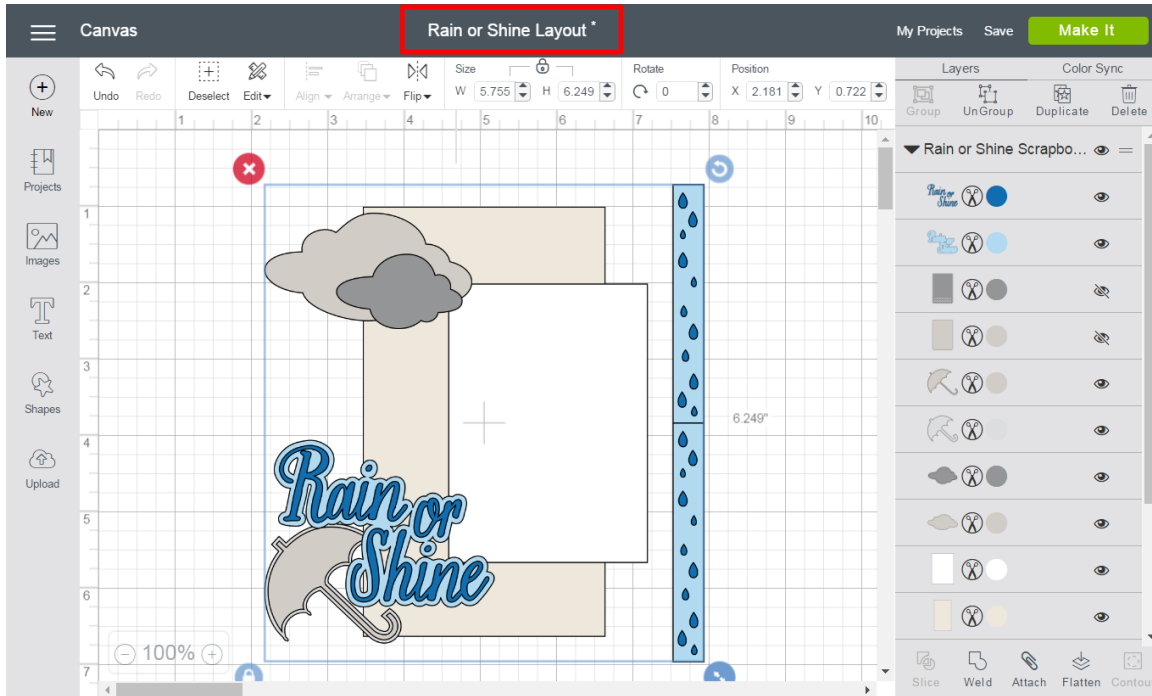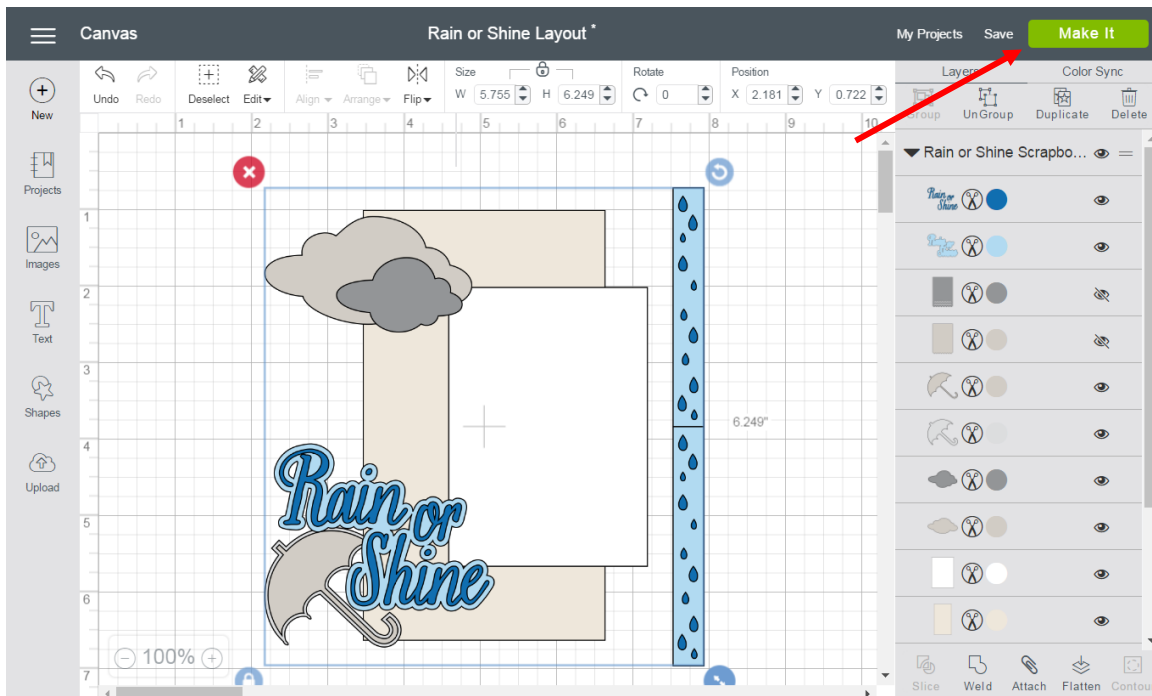

My Projects – Open a project you saved.

Save – Save a project to your account, making it accessible from PC, Mac®, and iPad®, or Save As and rename your project.
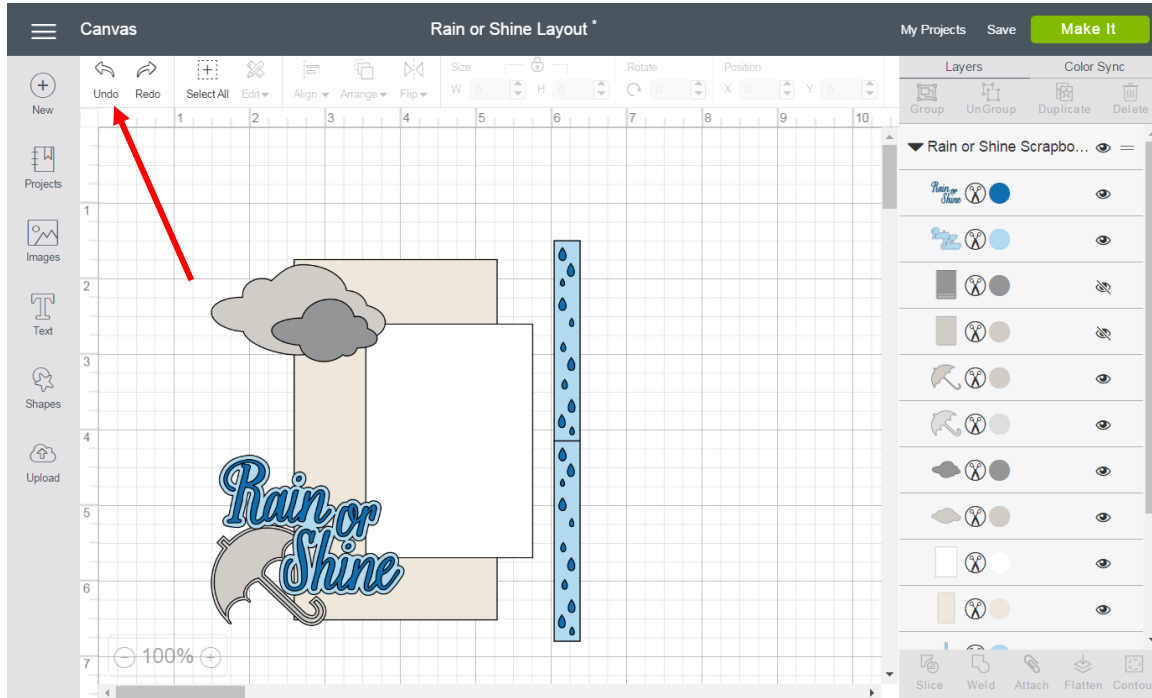

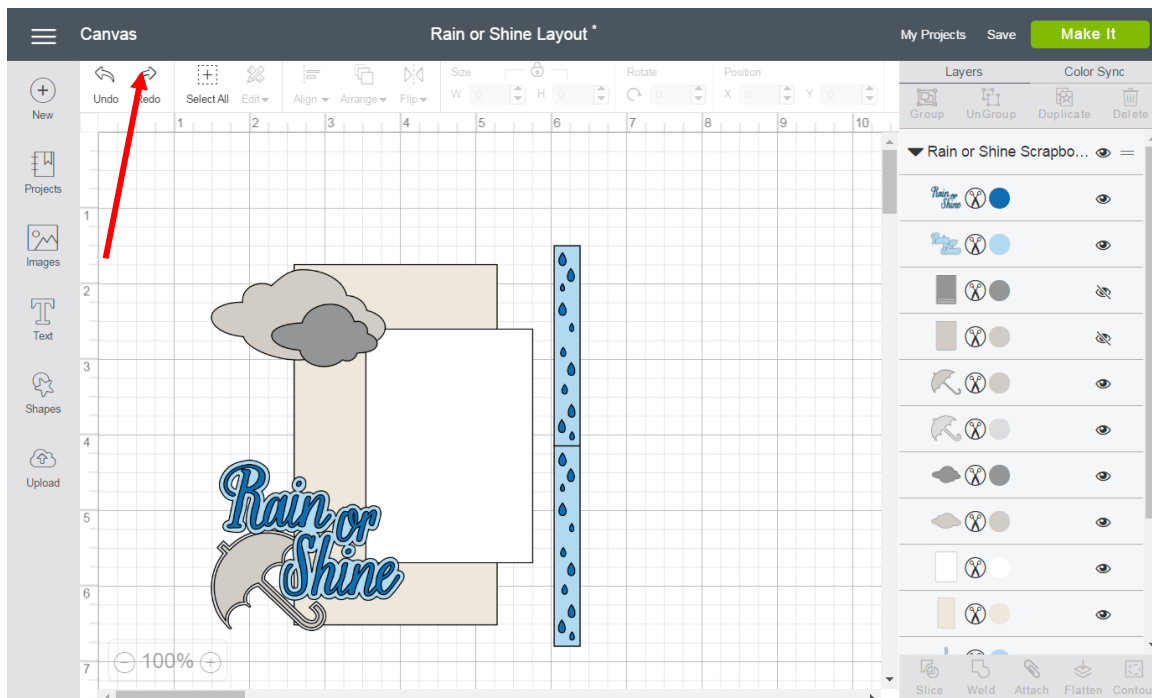Make It – Prepare your mats and send your project to your Cricut machine.

Edit Bar

Undo – Undo previous actions.

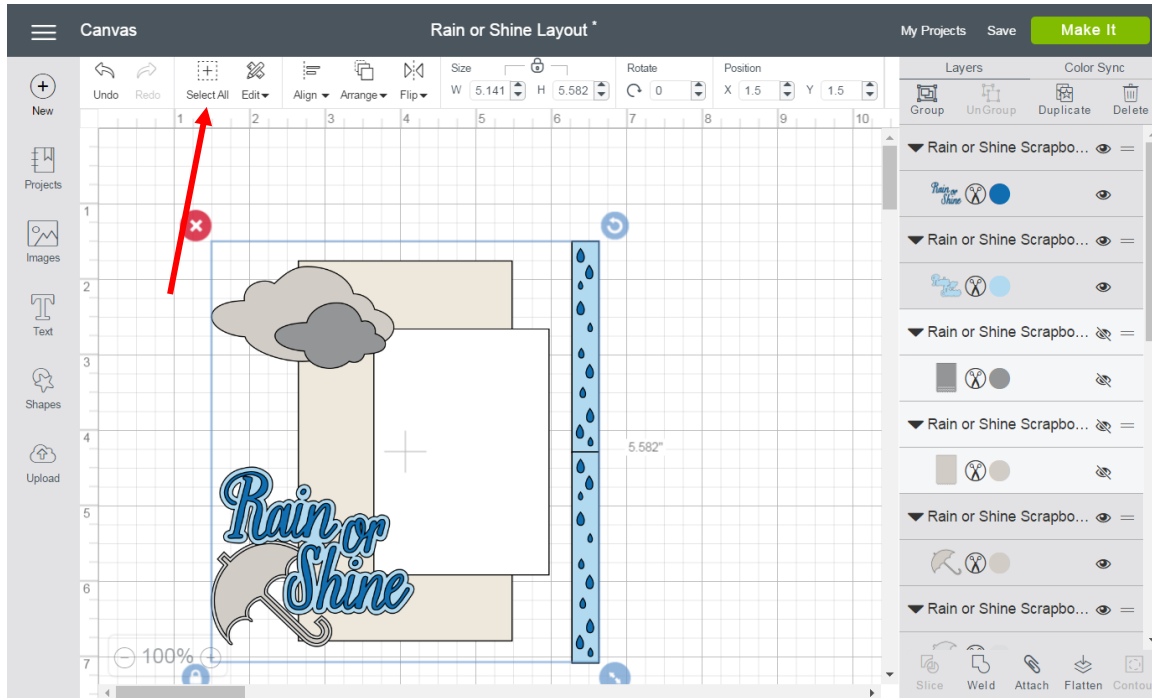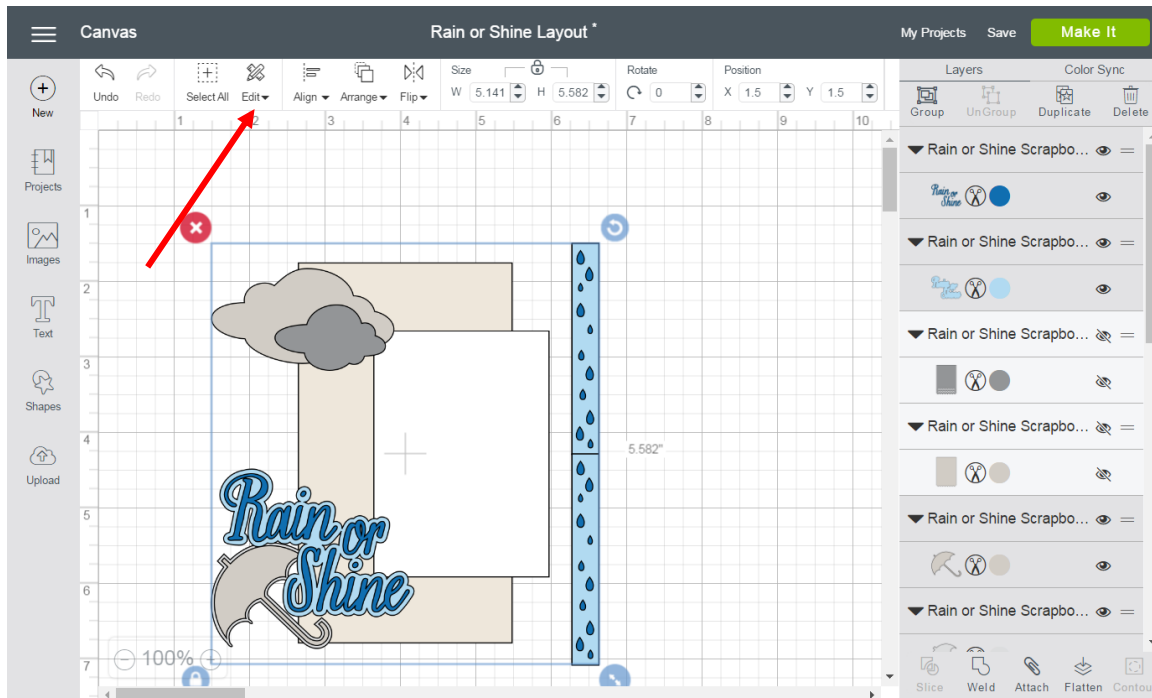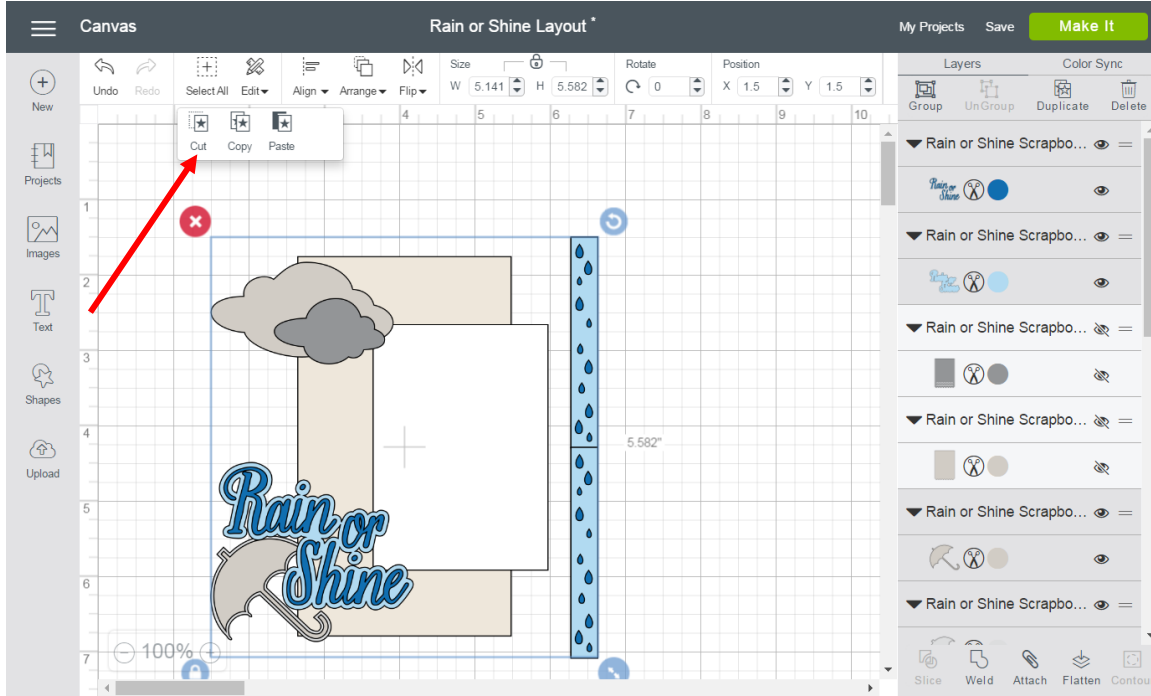Redo – Redo actions that have been undone.

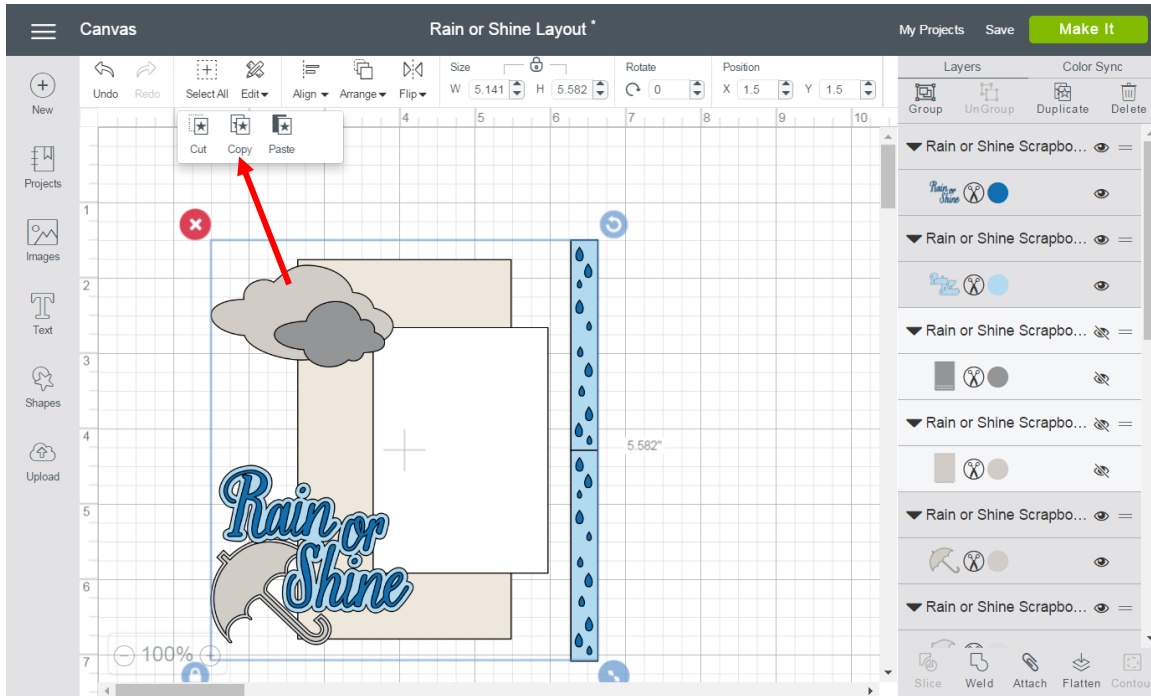Select All / Deselect – Select / Deselect all the objects on the Canvas at the same time.

Edit – Use this drop-down to find common edit tools; Cut, Copy, and Paste.

Cut – Remove an object from the Canvas and copy it to your clipboard so you can paste it at a later time.

Copy – Copy an object to the clipboard so you can paste it at a later time.

Paste – Paste a copied or cut object from the clipboard onto the Canvas.
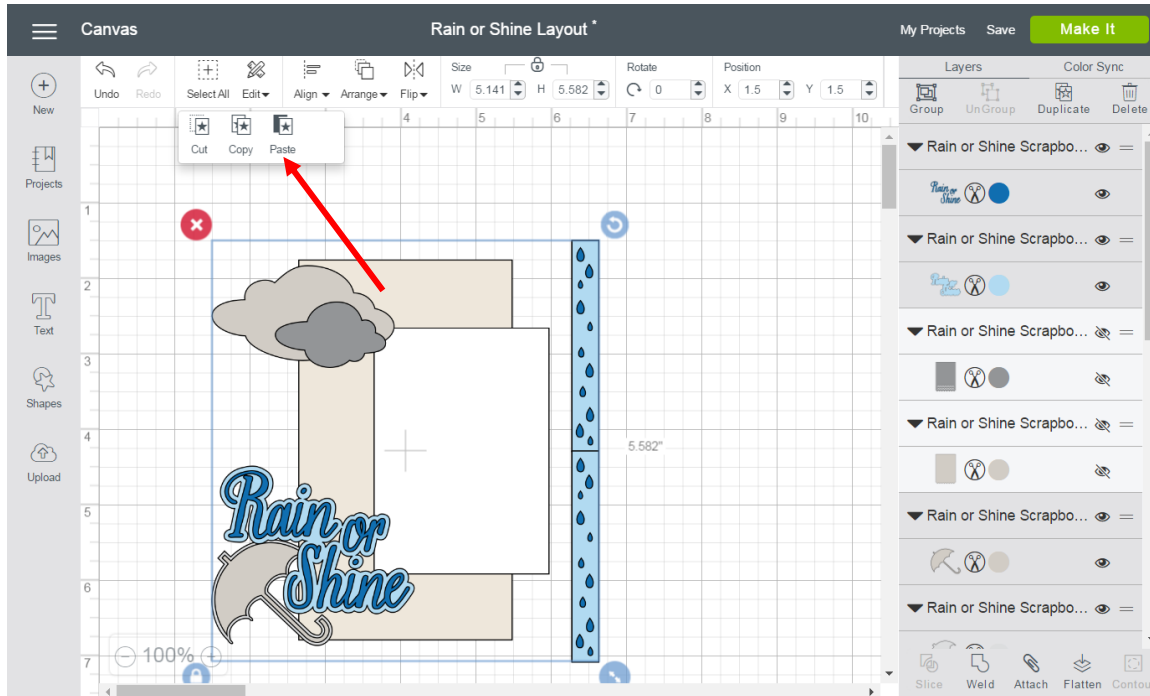
Align – Align two or more objects. You can have your objects line up to margins on the left, right, top, or bottom. You can have horizontal or vertical centers. Also, evenly distribute your objects vertically or horizontally.
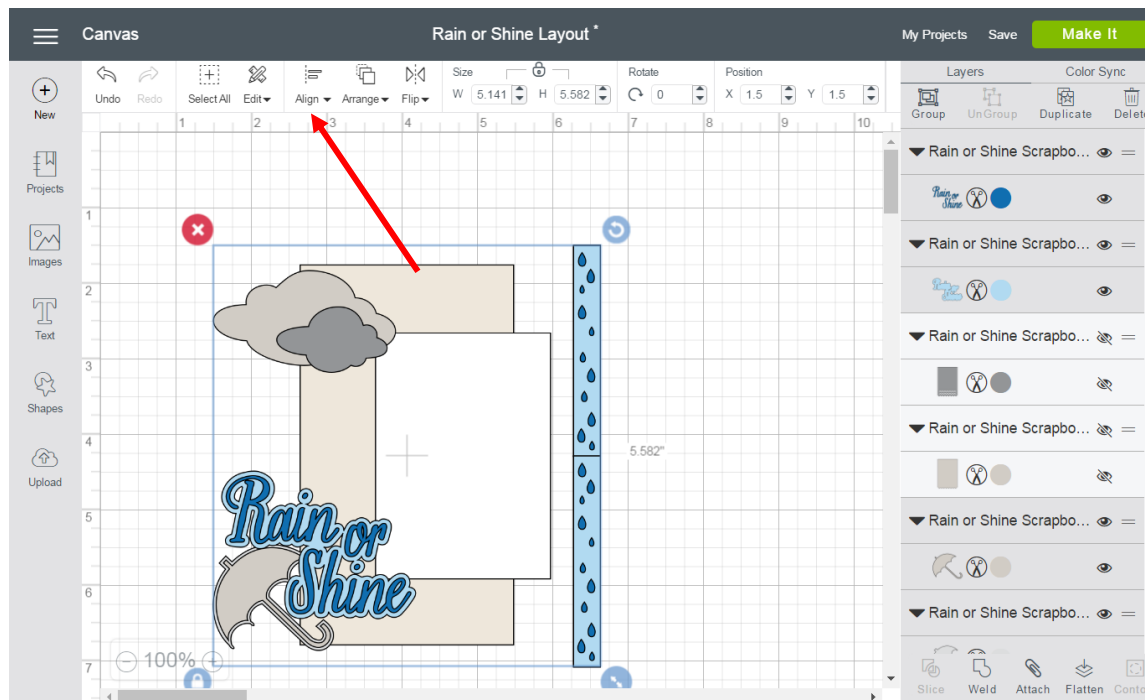
Align Left – Define a left margin of two or more objects. This will determine the left-most edge of your left-most object.
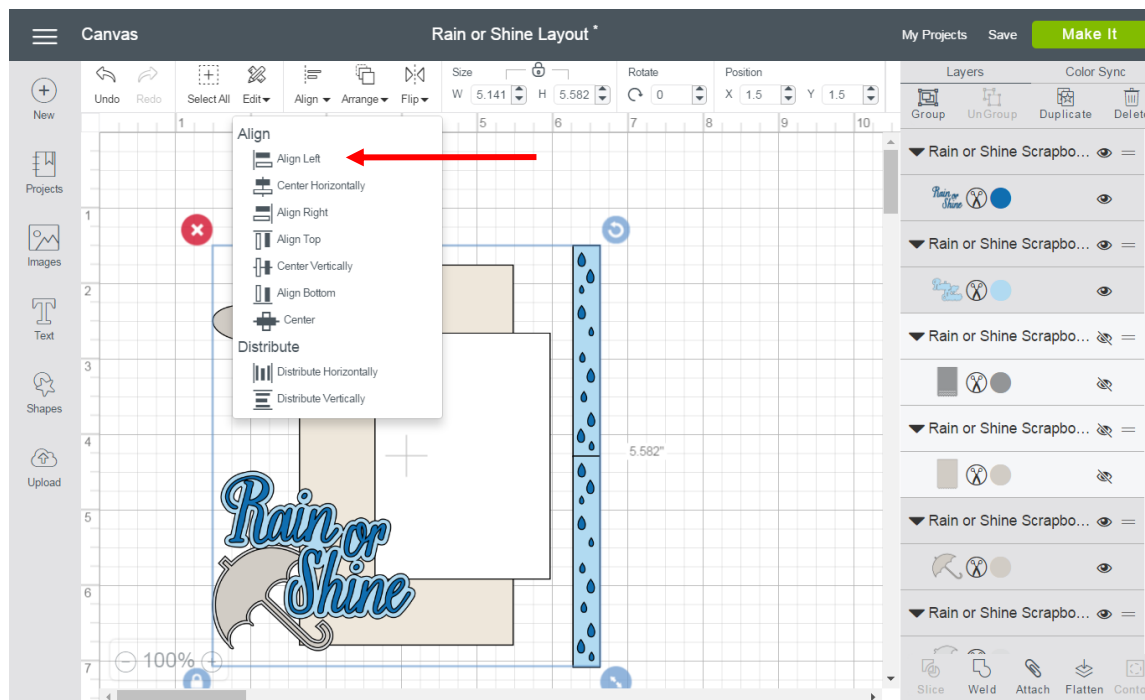
Center Horizontally – Define the horizontal center point of two or more objects. The central point will take on the exact horizontal center of all selected objects.
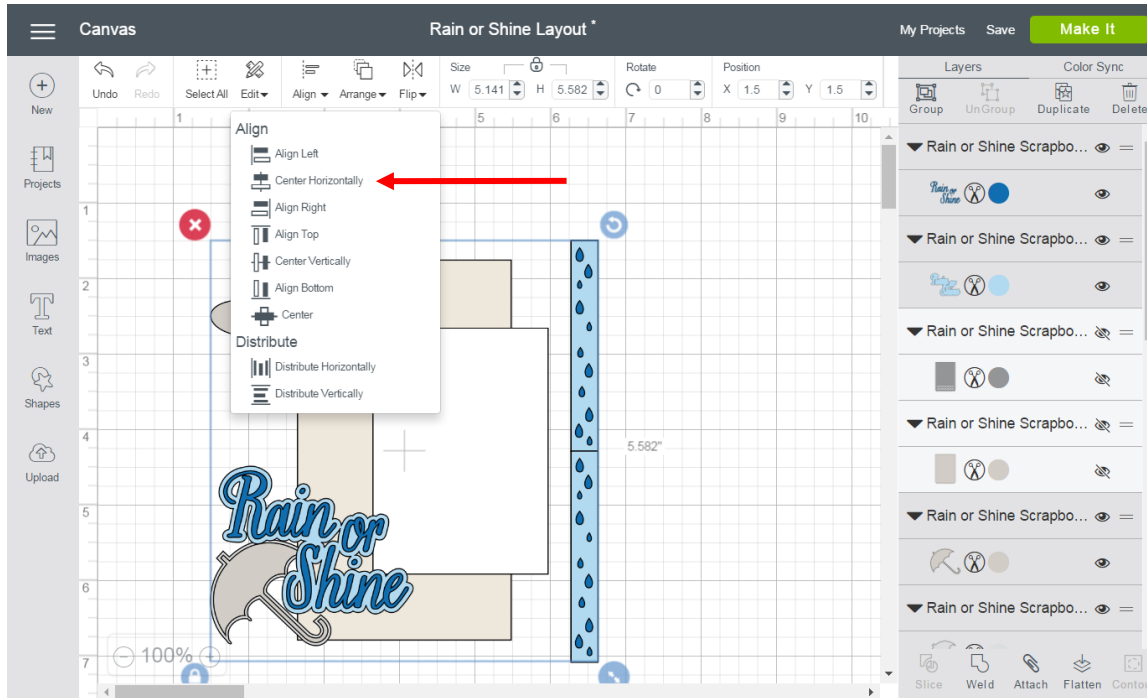
Align Right – Define a right margin of two or more objects. This will determine the right-most edge of your right-most object.

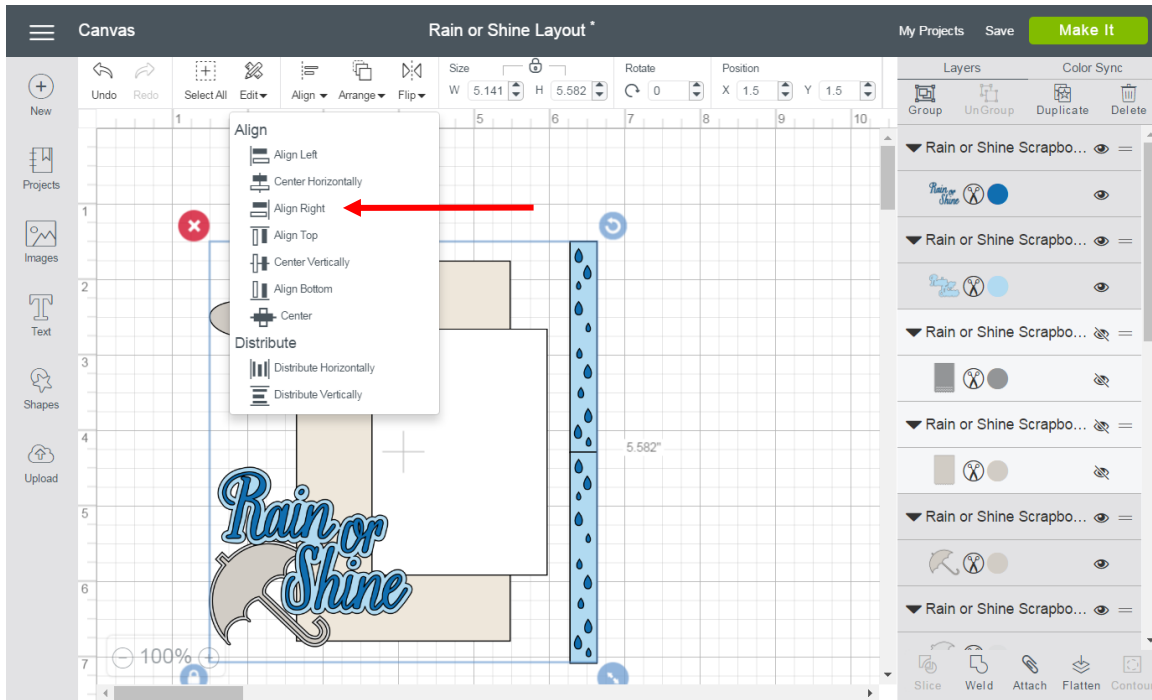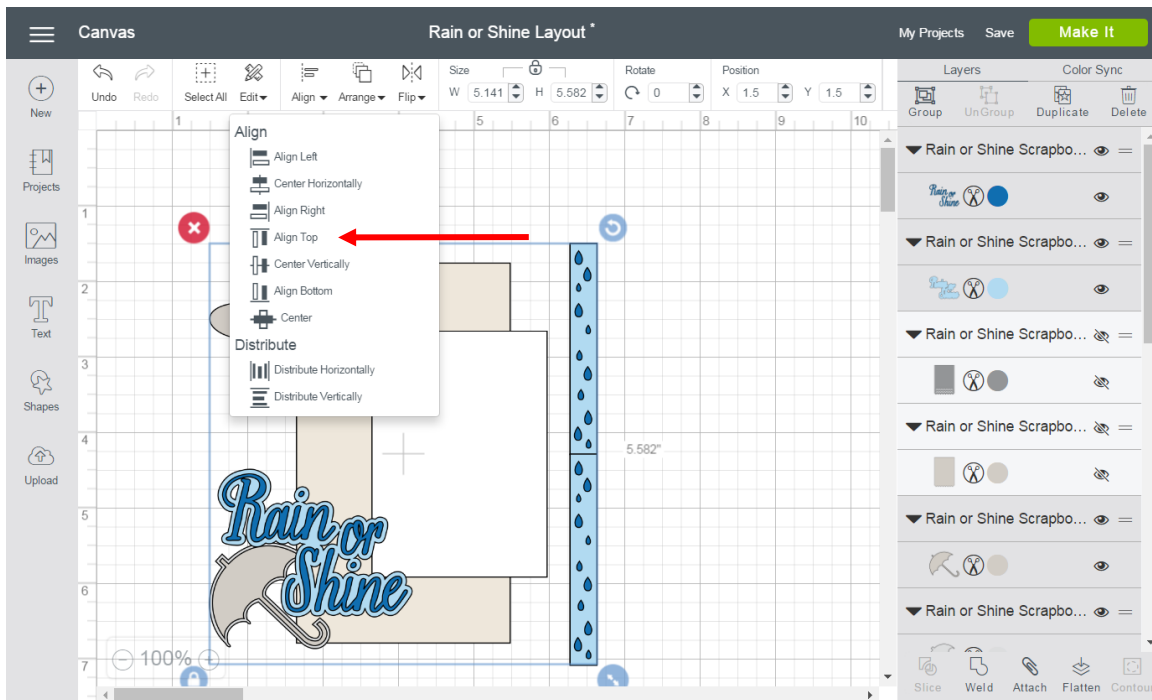Align Top – Define the top margin of two or more objects. This will determine the top-most edge of your top-most object.

Center Vertically – Define the vertical center point of two or more objects. The central point will take on the exact vertical center of all selected objects.

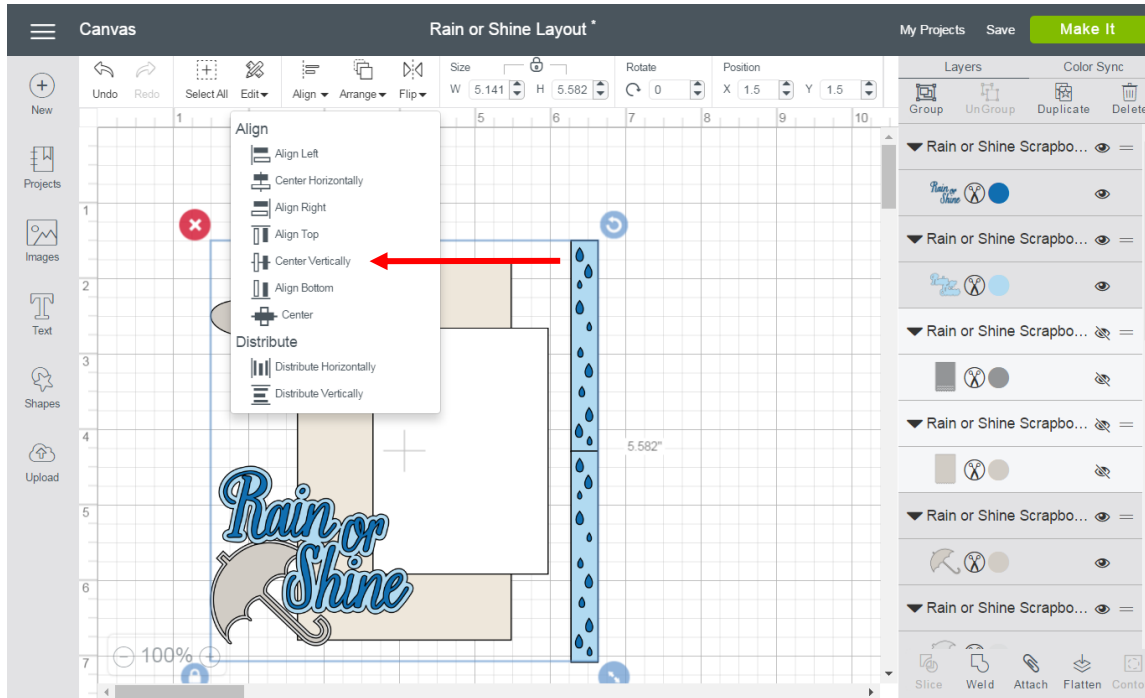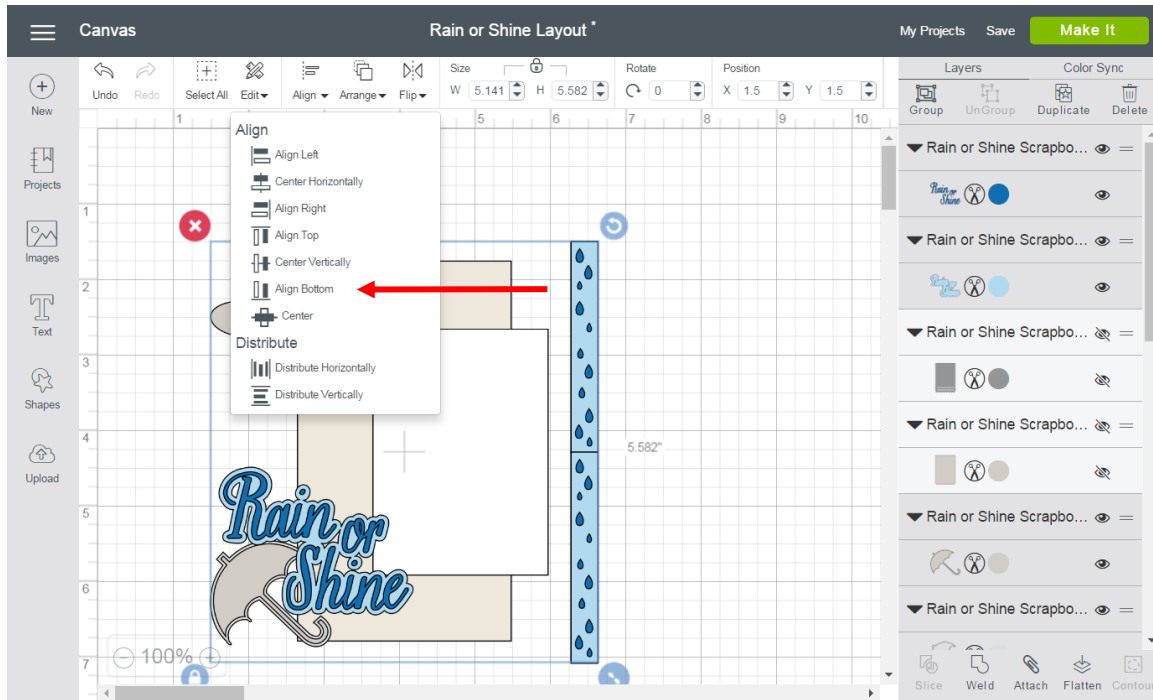Align Bottom – Define the bottom margin of two or more objects. This will determine the bottom-most edge of your bottom-most object.
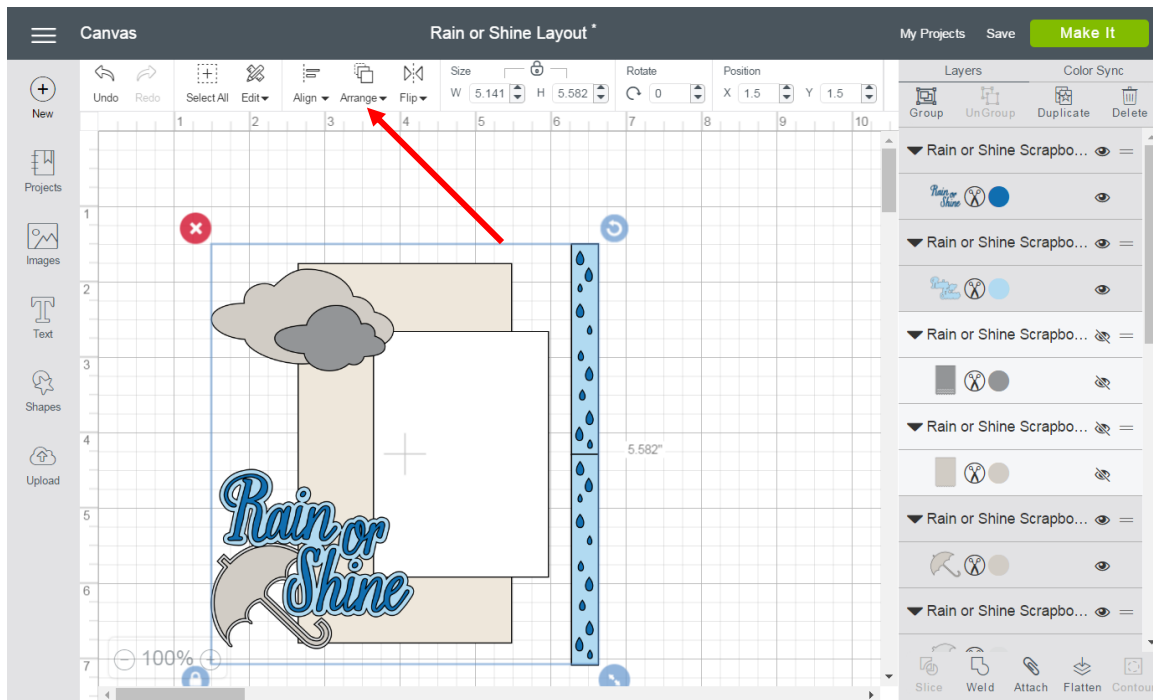
Arrange – Change the order in which objects appear on the Canvas, including Move to Back, Move Backward, Move to Front, and Move Forward. Changes will be reflected in the Layers Panel.

Move to Back – Send the selected object to the back of the stacking order. This will make the object appear at the bottom of the Layers Panel.
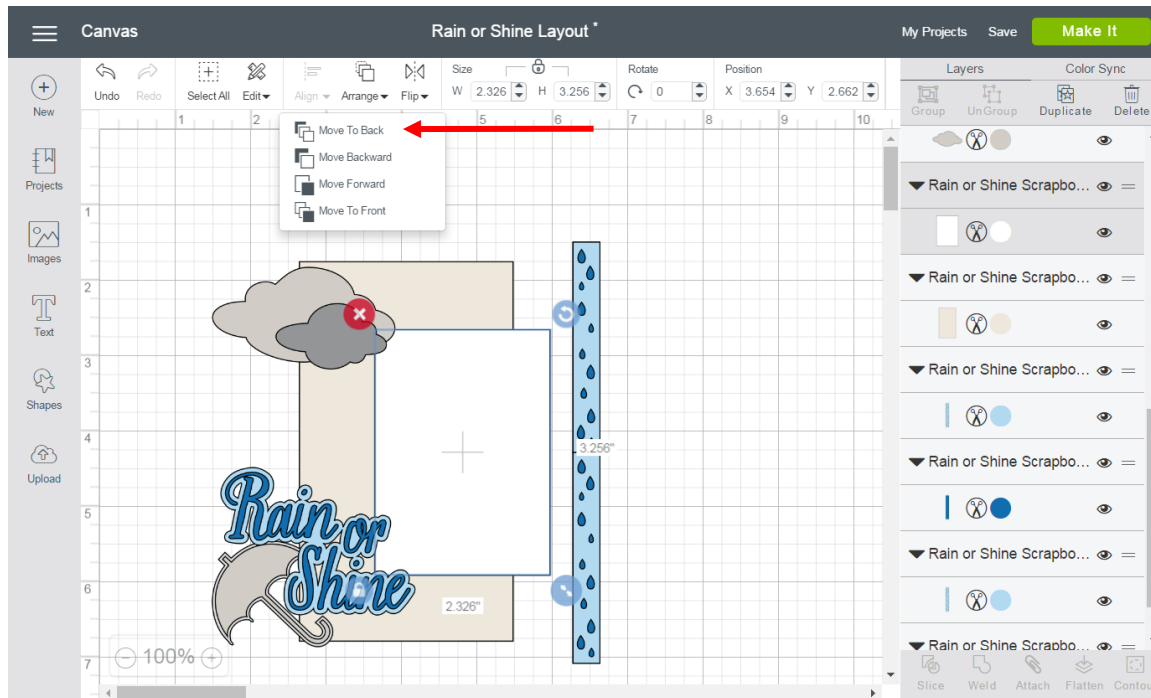
Move Backward – Move the selected object one layer backward in the stacking order. This will make the object appear one layer lower on the Layers Panel.

Move Forward – Move the selected object one layer forward in stacking order. This will make the object appear one layer higher in the Layers Panel.
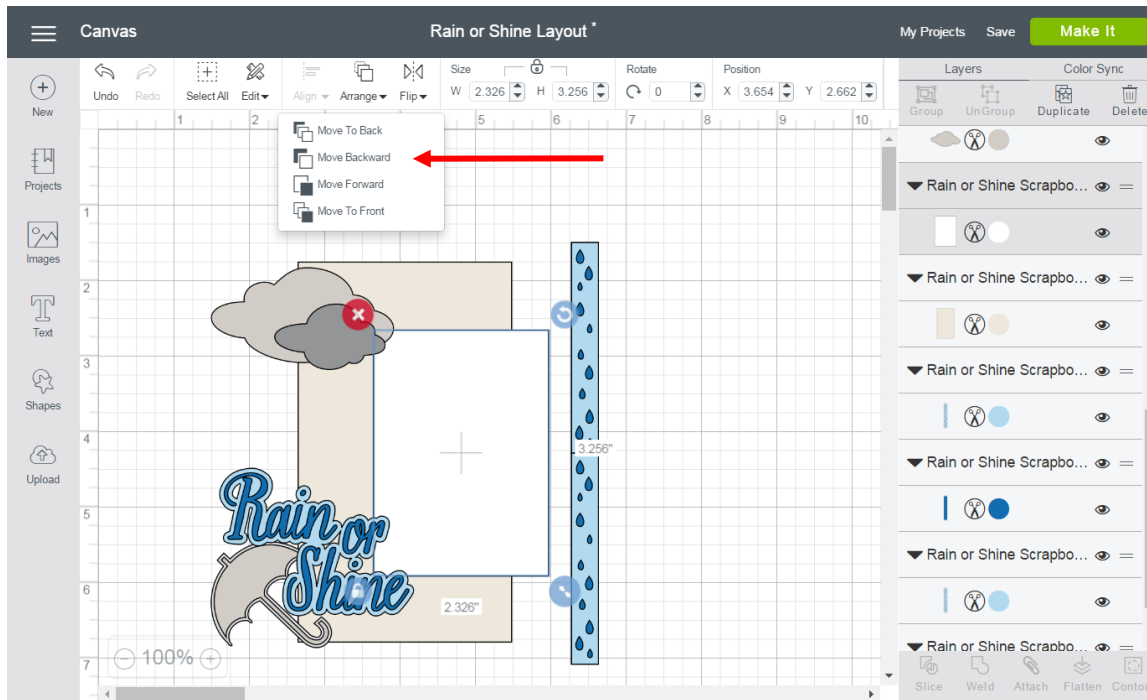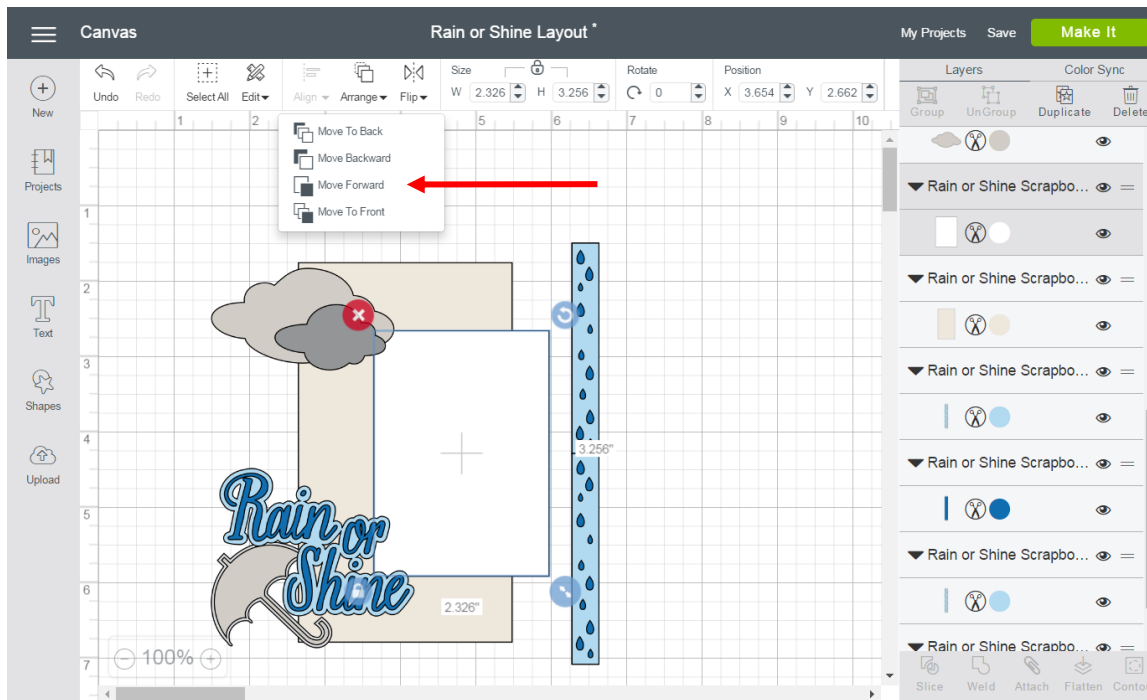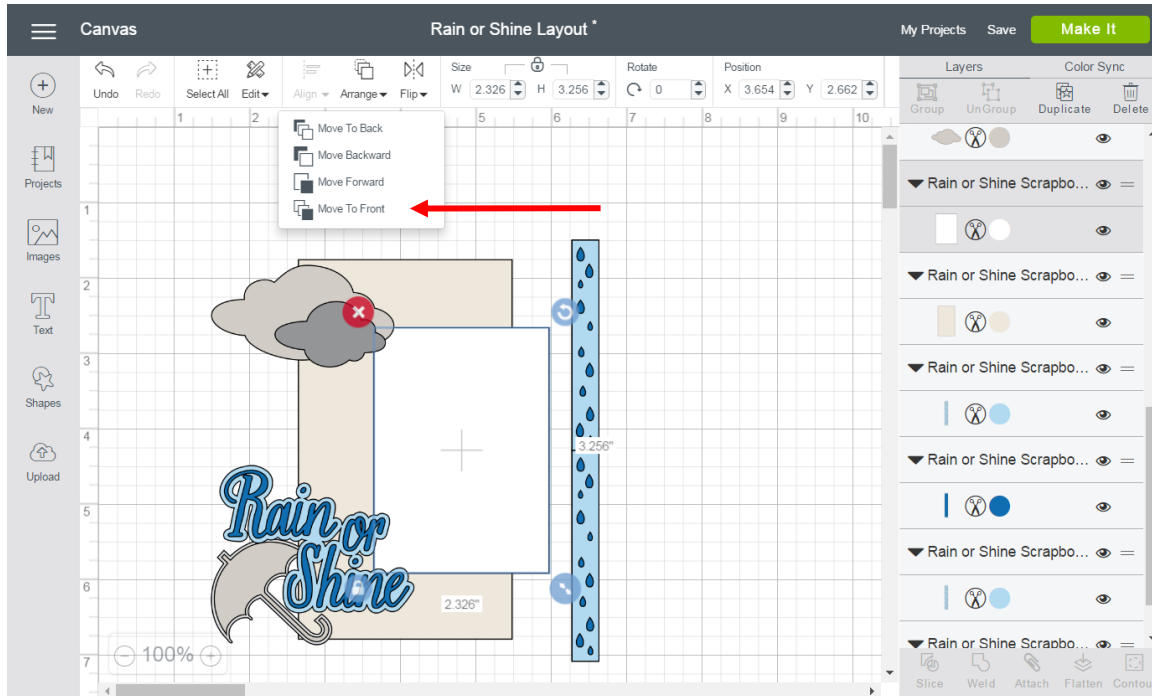
Move to Front – Bring the selected object to the front of the stacking order. This will make the object appear at the top of the Layers Panel.

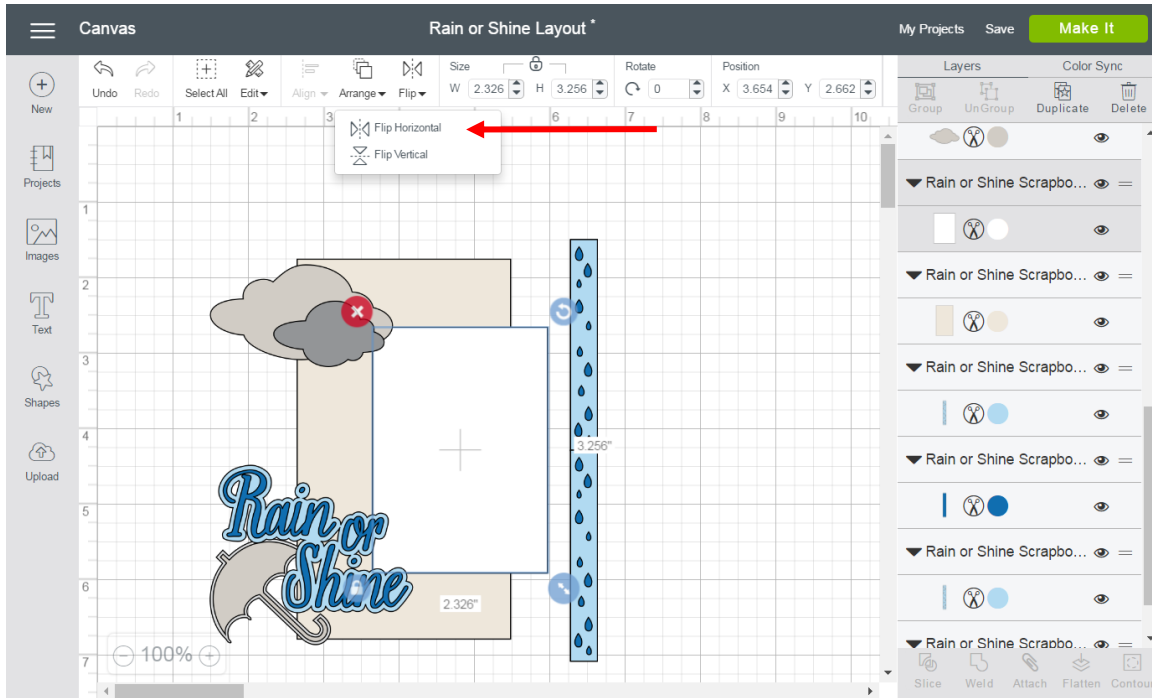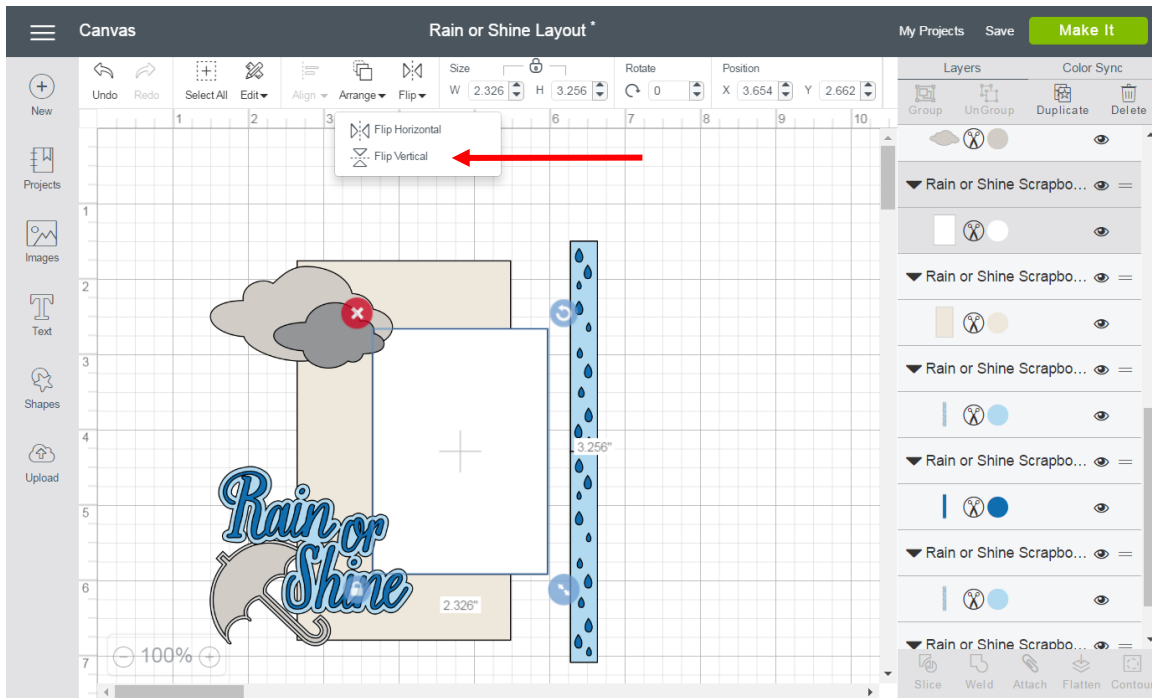Flip – Flip an object horizontally or vertically.
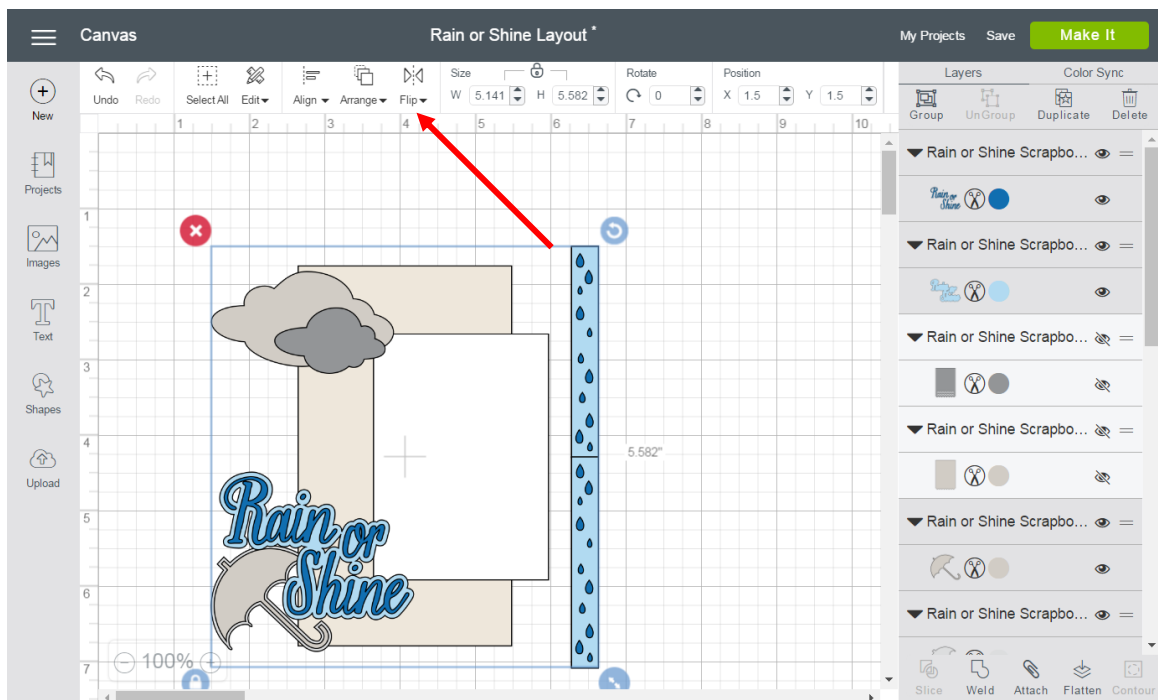
Flip Horizontally – Flip an object horizontally at the center of the object.

Flip Vertically – Flip an object vertically at the center of the object.

Size – Adjust the width or height of an object by typing in an exact value, or use the stepper to adjust the size by 0.1 at a time. Note: Adjusting the size of the width or height will proportionally adjust the other variable if the size is locked. Simply click the Lock Icon to unlock the image aspect ratio. Then you can freely adjust the width or height independently.
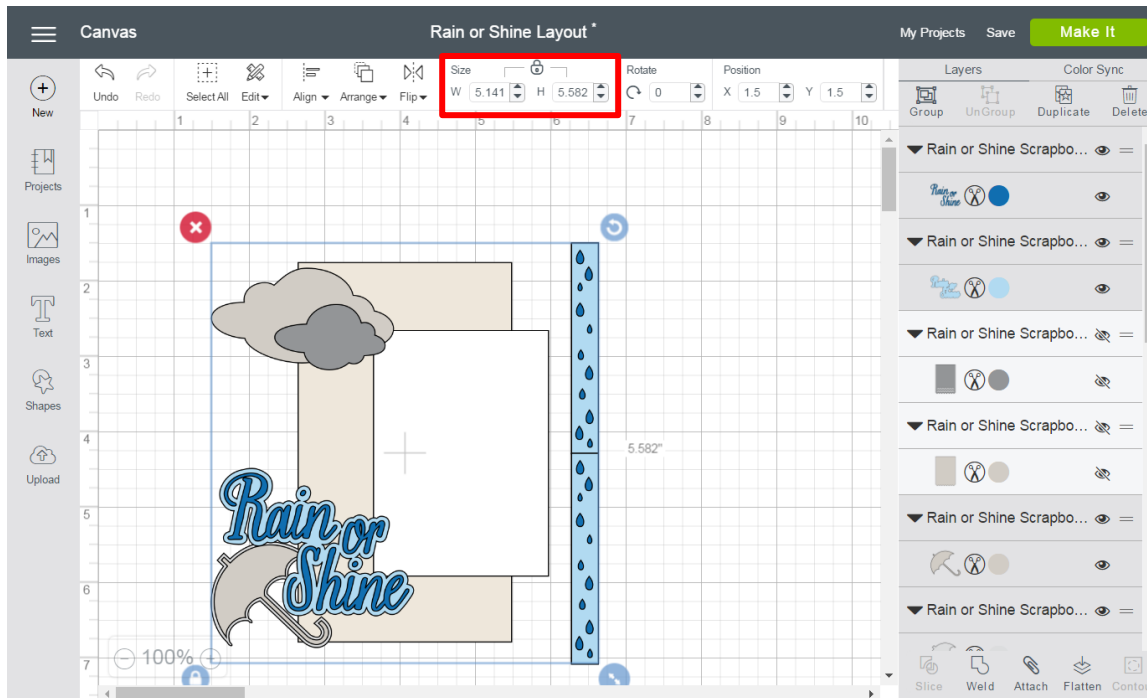
Rotate – Adjust the angle of your object by typing in an exact degree, or use the stepper to adjust the angle by one degree at a time.

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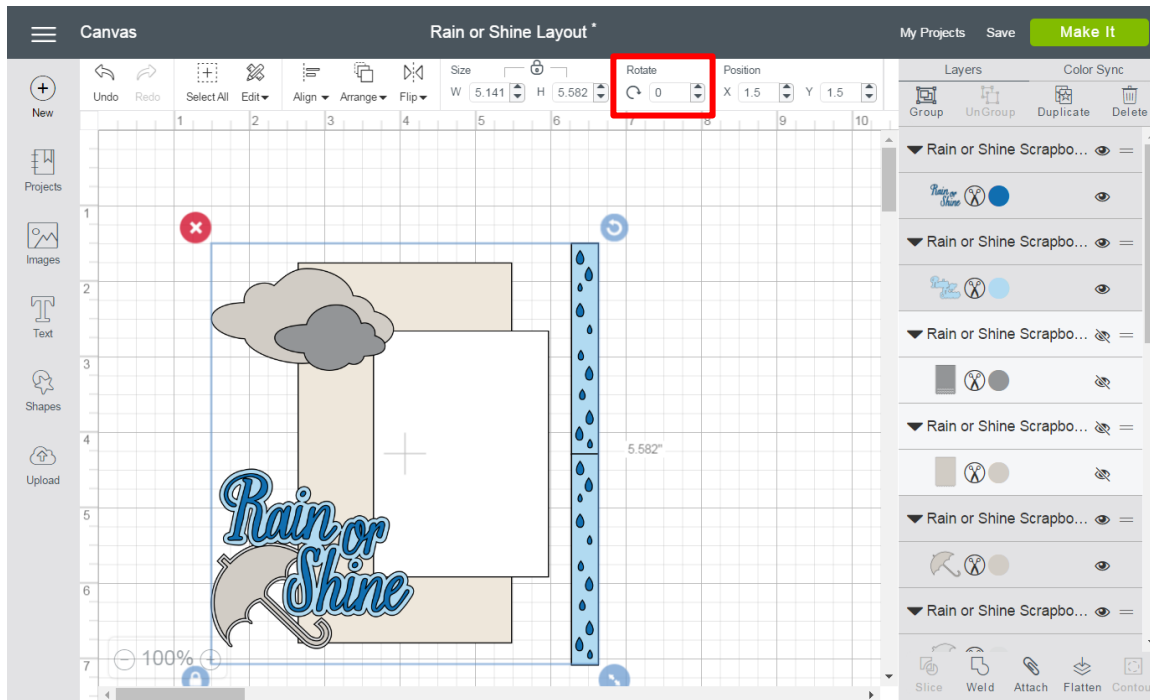
**Position** – Adjust the position of your object by typing in an exact distance from the top left corner of the Canvas, or use the stepper to adjust the distance by 0.1 at a time.
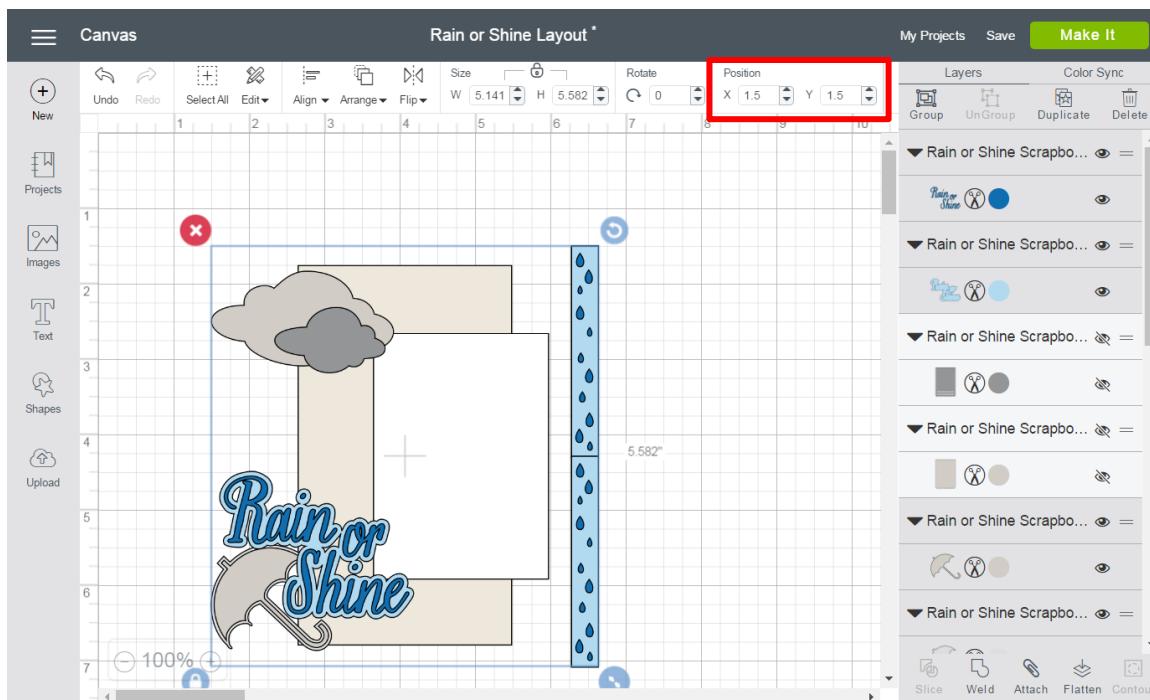
Text Edit Bar

Text Edit Bar – The Text Edit Bar will appear as soon as you choose to insert text from the design panel, any time you select a text object on the Canvas, or select a text layer in the Layers Panel. The Text Edit Bar will appear directly below the standard Edit Bar and will be hidden when you are not interacting with text.
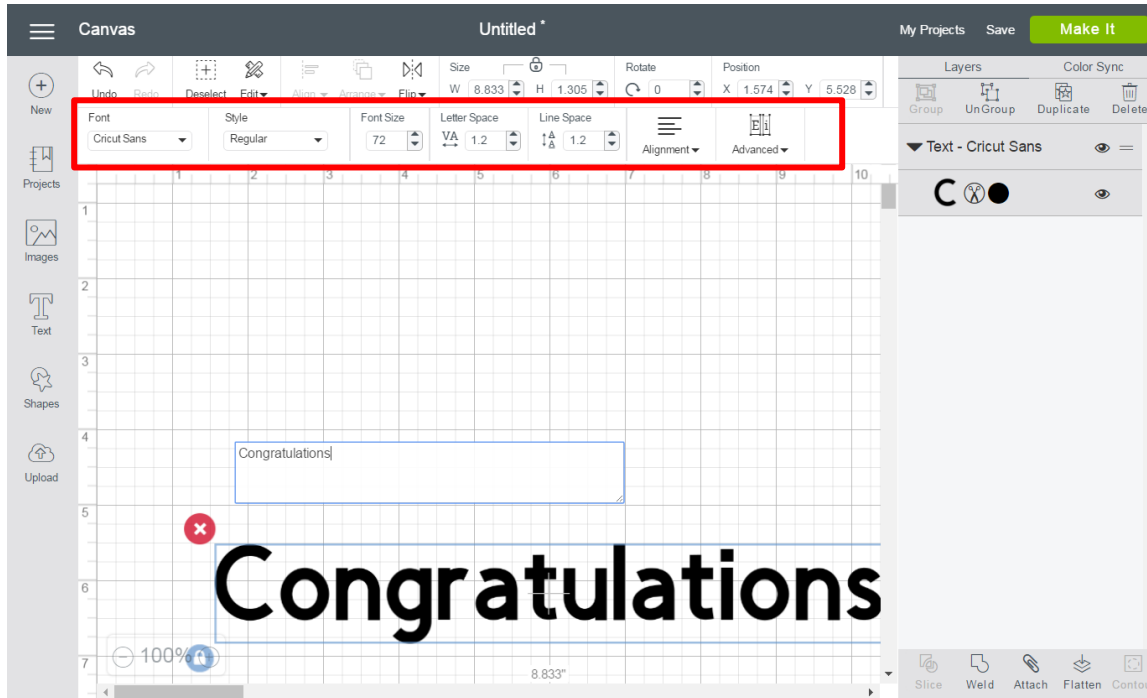

Font – Displays a preview of Cricut fonts and system fonts from your computer.
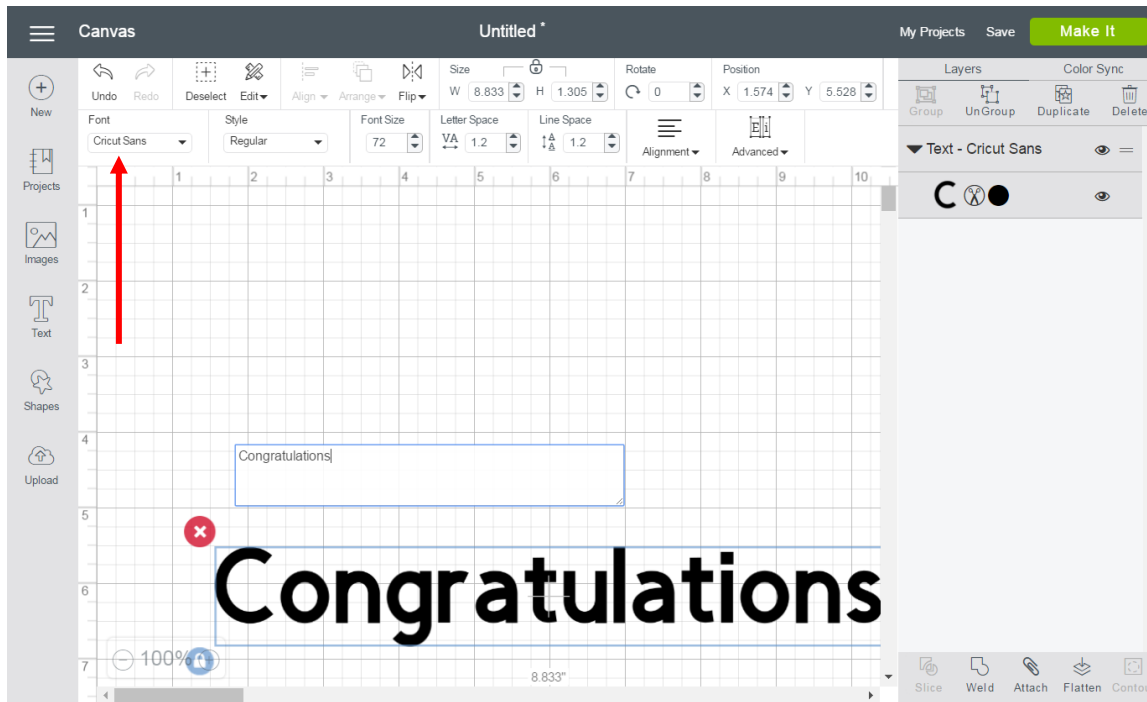
Font Drop-Down – In addition to showing all the fonts available based on your criteria, you can choose to view only Cricut fonts, only system fonts (fonts installed on your computer), or all fonts at once. You can also search fonts and apply font filters. Simply scroll through the font list and select the font you want applied to your text.
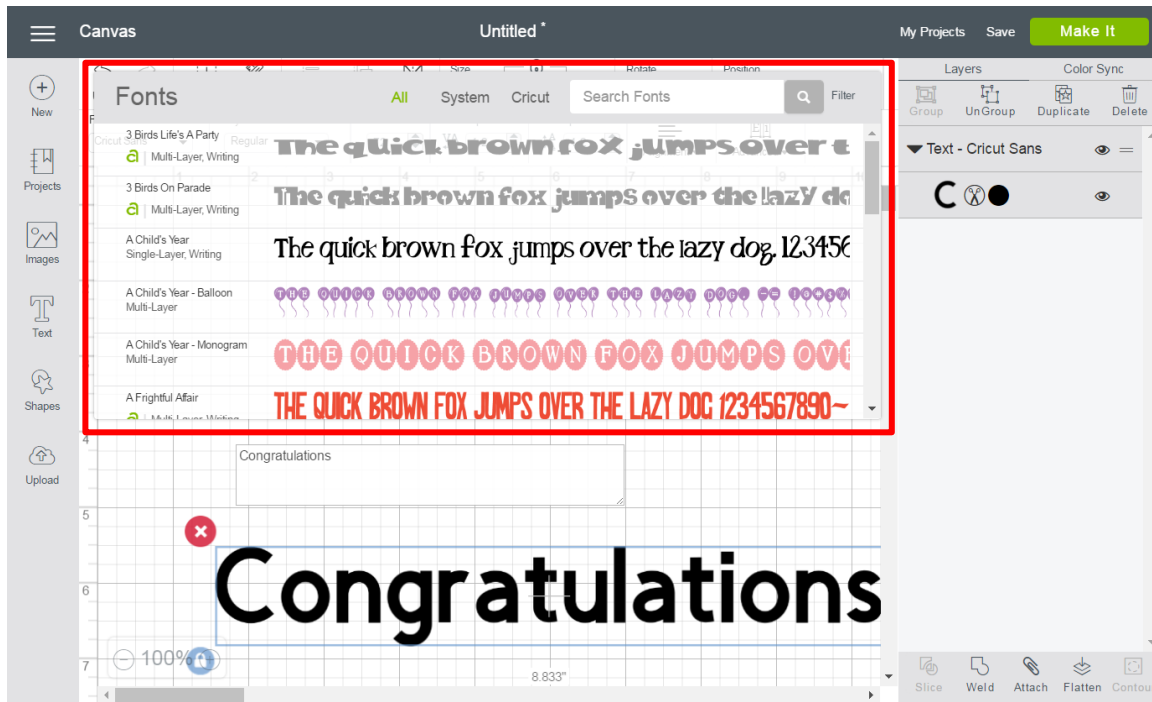
Font Filter – Filter the fonts by category to change which fonts appear in the Font Type menu.

- All Fonts – Display all fonts available for use.
- System Fonts – Display fonts found on your computer.

- Cricut® Fonts – Display fonts from the Cricut library.
- Single-Layer Fonts – Display fonts that contain only one layer.
- Writing Style Fonts – Display fonts specifically designed to be written with a pen. While most fonts will trace the outside of the letters, writing style fonts feature letters with single strokes to make them similar to handwritten text.

Style – Choose the font style, regular, bold, italic, bold italic, and, when available, writing style. System font styles may differ from Cricut font styles.
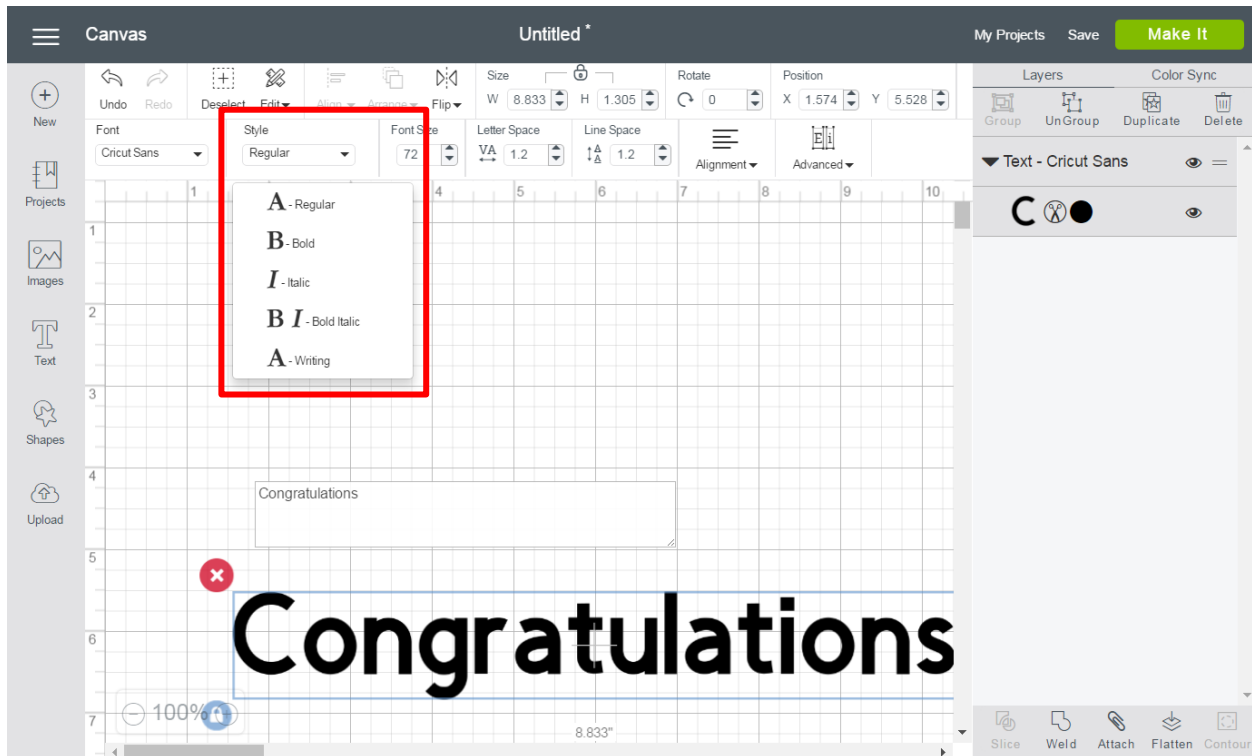

Font Size – Change the size of the font by setting the point size. You can type in a value or use the steppers to change the font size by 1 point.
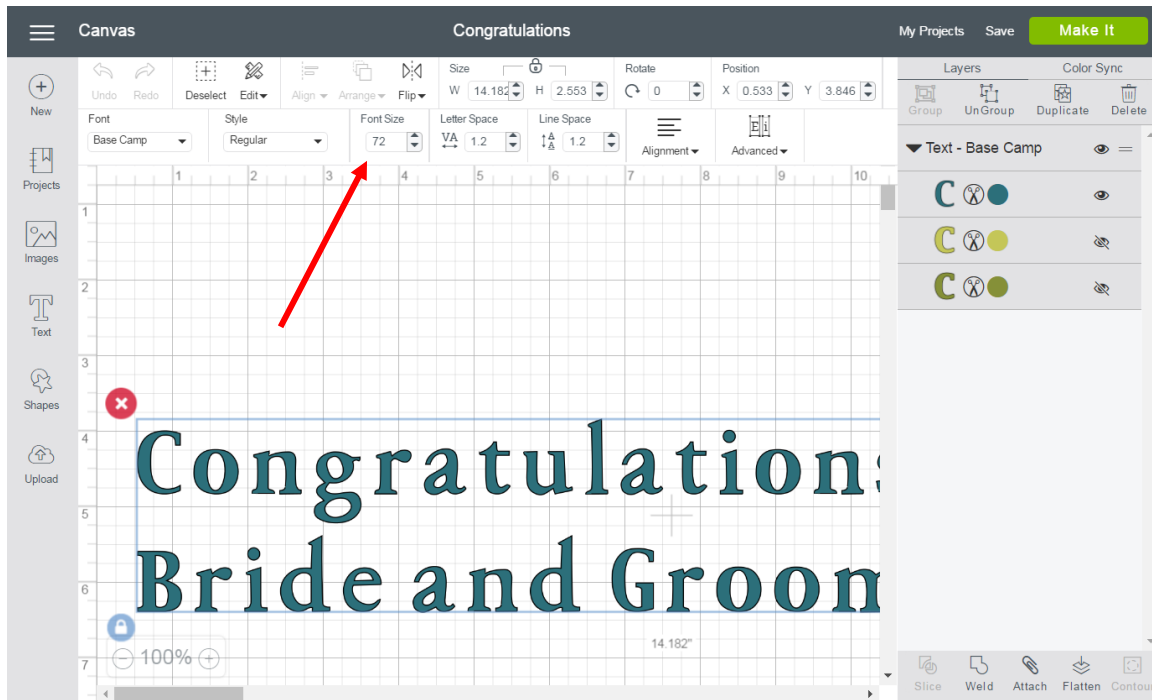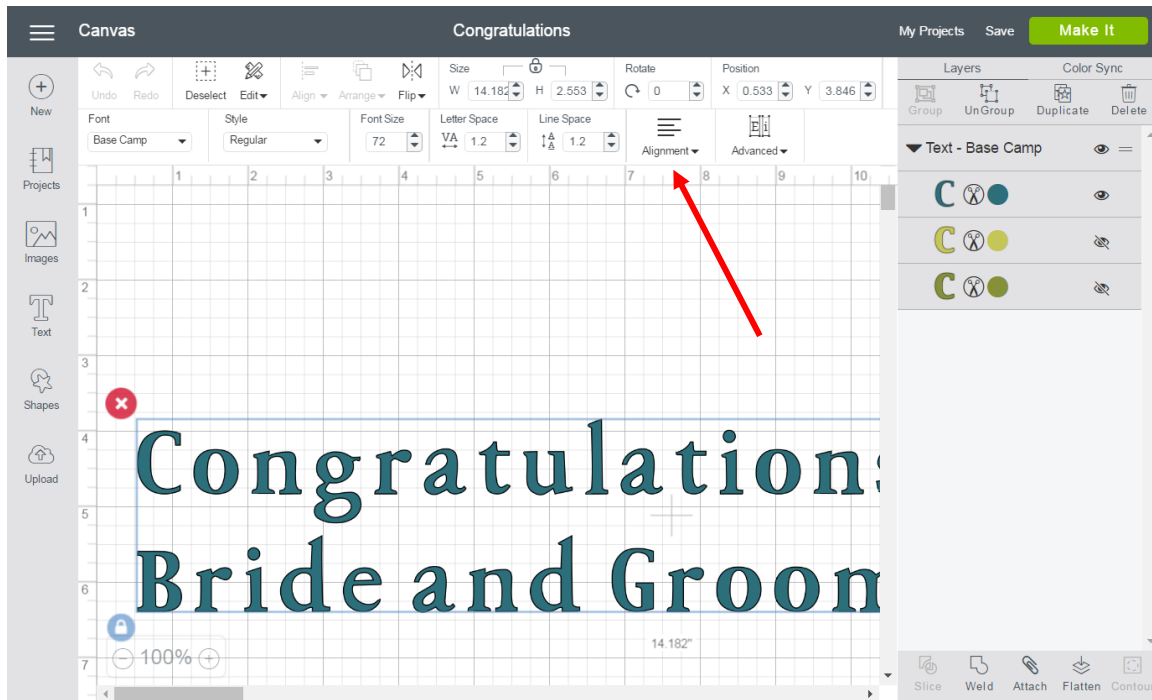
Letter Space – Change the space between letters in your block of text. You can type in a value or simply use the steppers to change by 0.1.
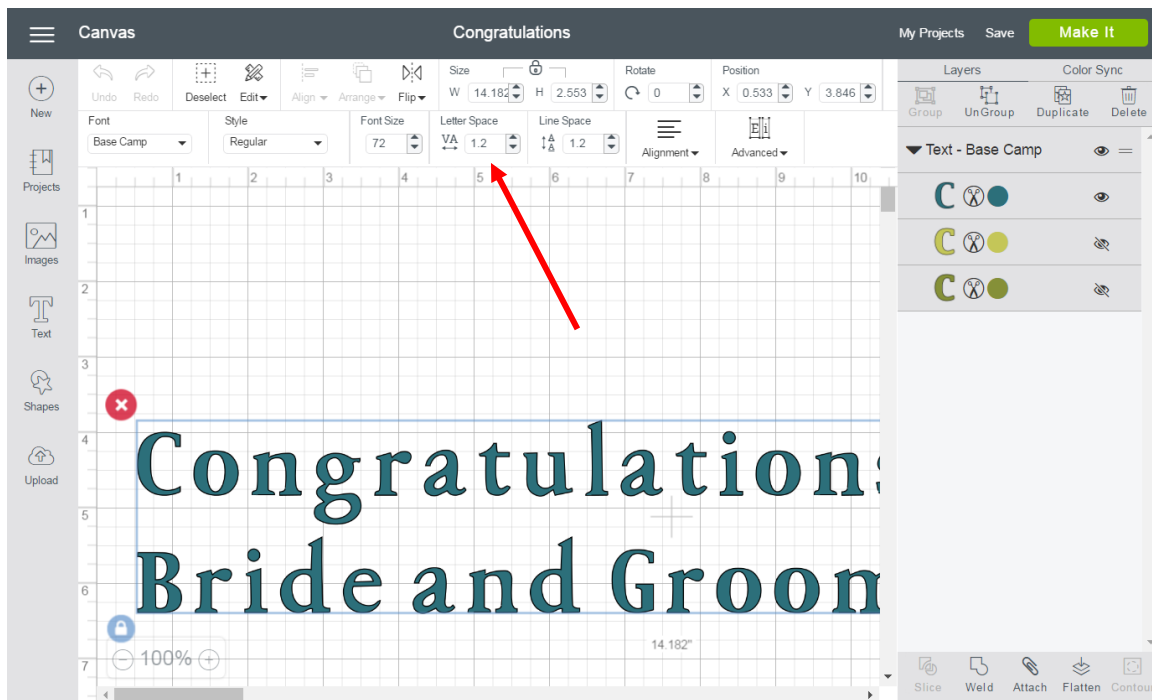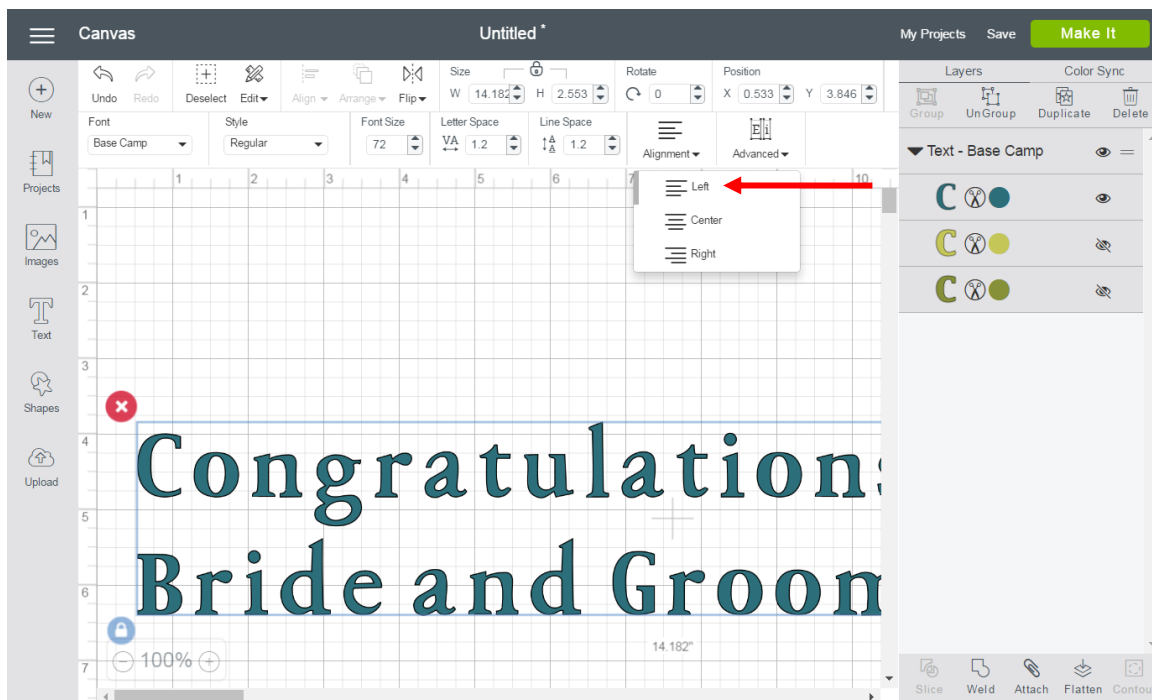
Line Space – Change the space between rows of text. You can type in a value or simply use the steppers to change by 0.1.
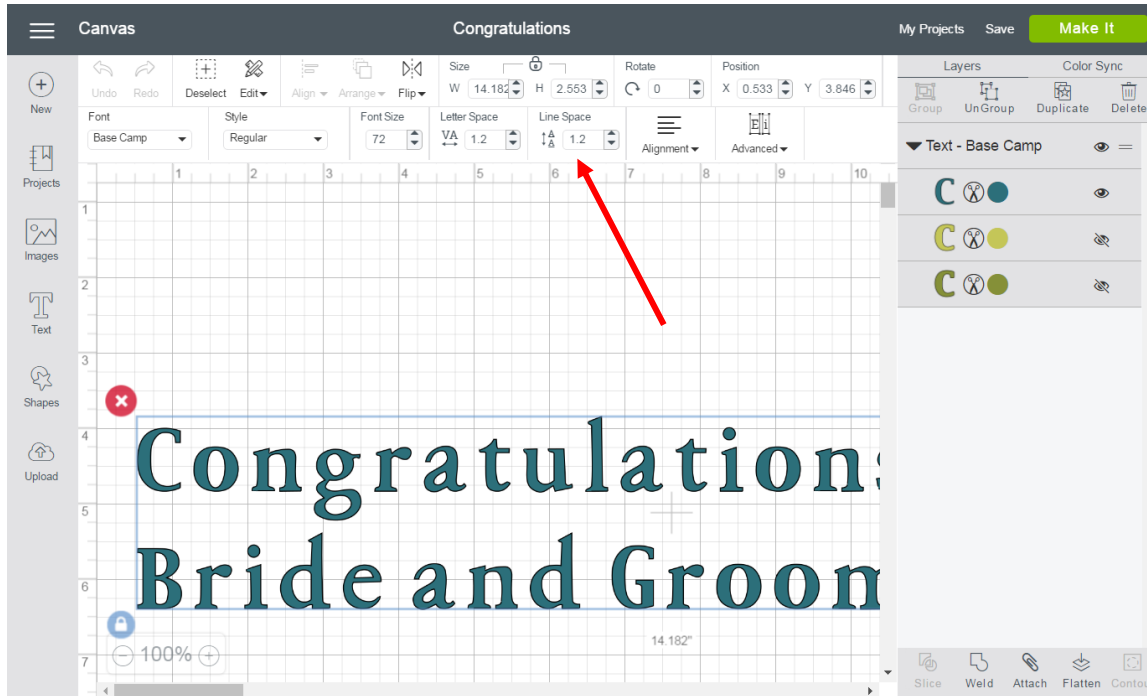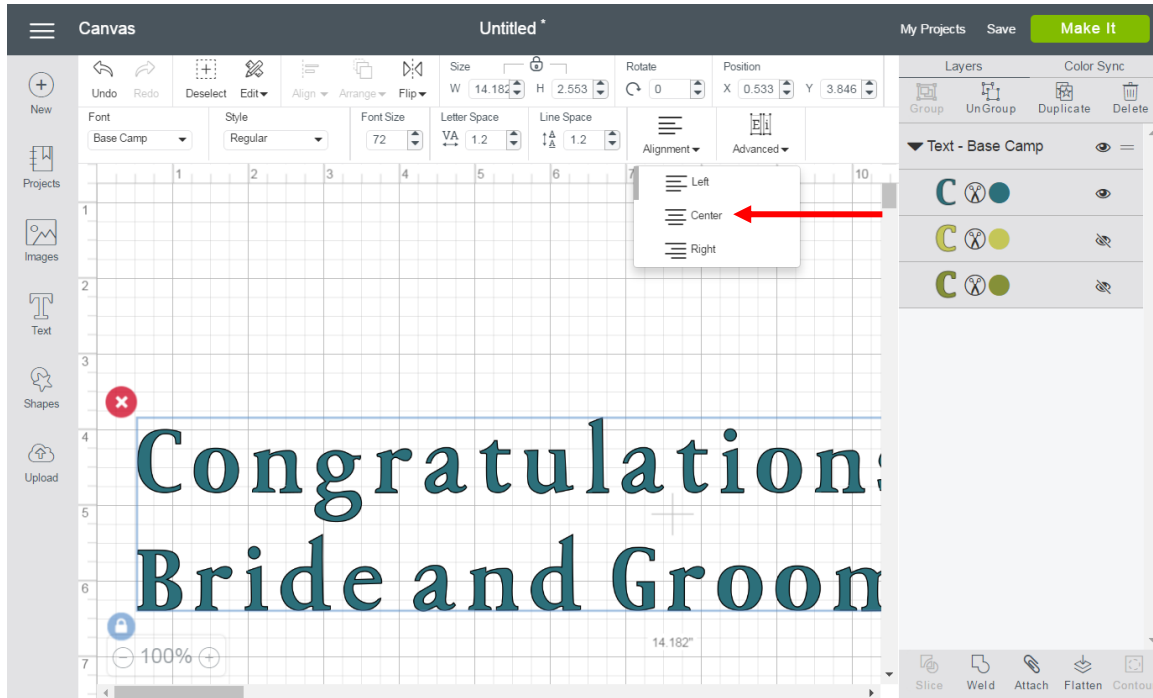

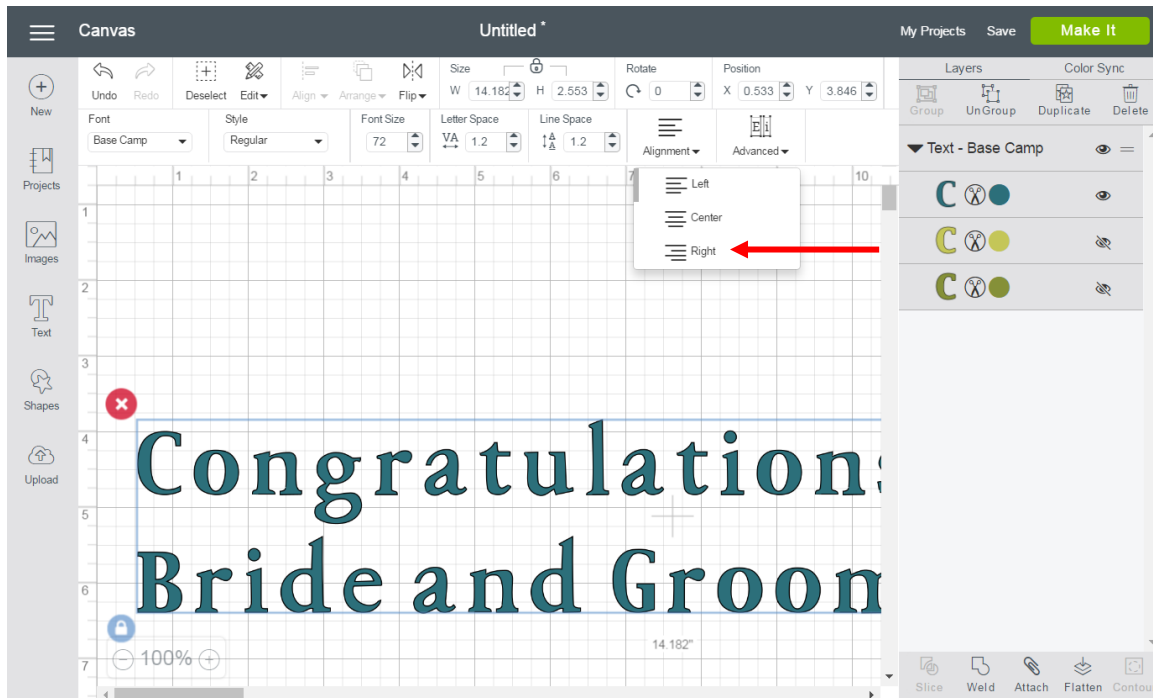Alignment – Change the alignment of your entire block of text to use left, right, centered, or full justification.

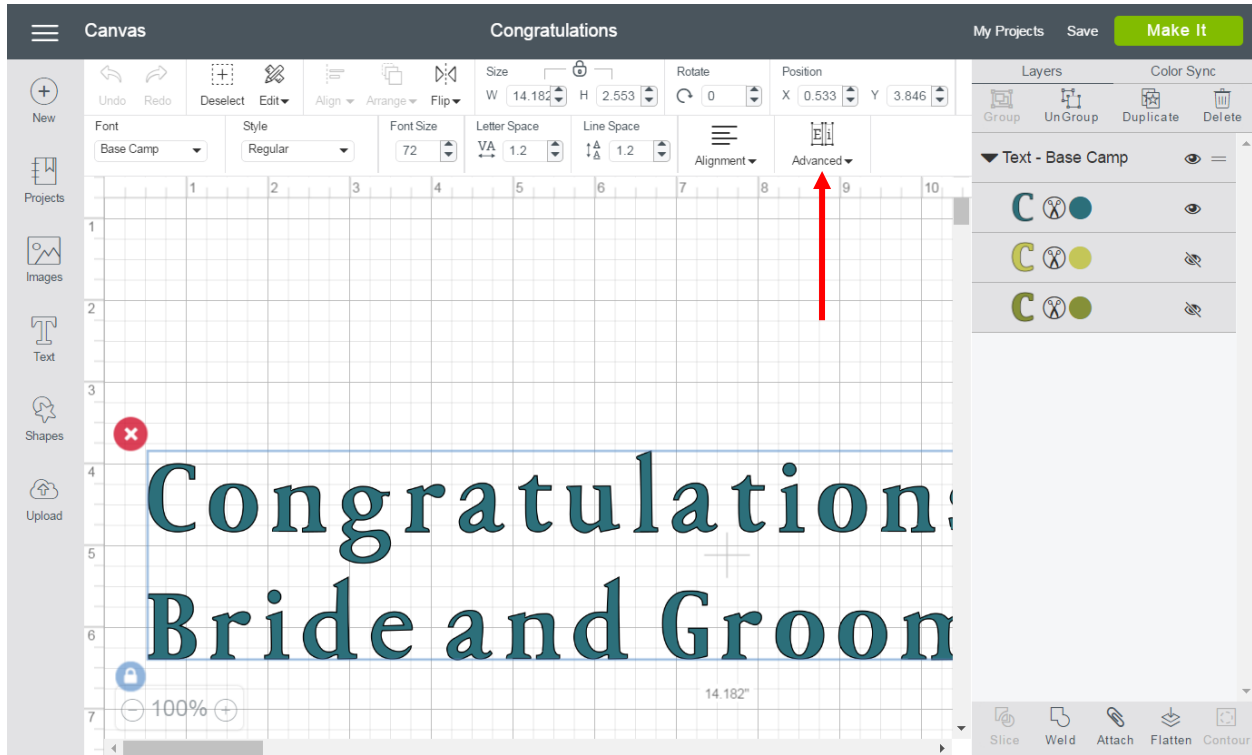Align Left – Align text along the left side of the text box.

Align Center – Align text in the center of the text box.

Align Right – Align text along the right side of the text box.

Advanced – With Advanced, you can create individual groupings of text from your text block. They include groupings of individual letters, groupings of lines of text, and groupings of layers of text.
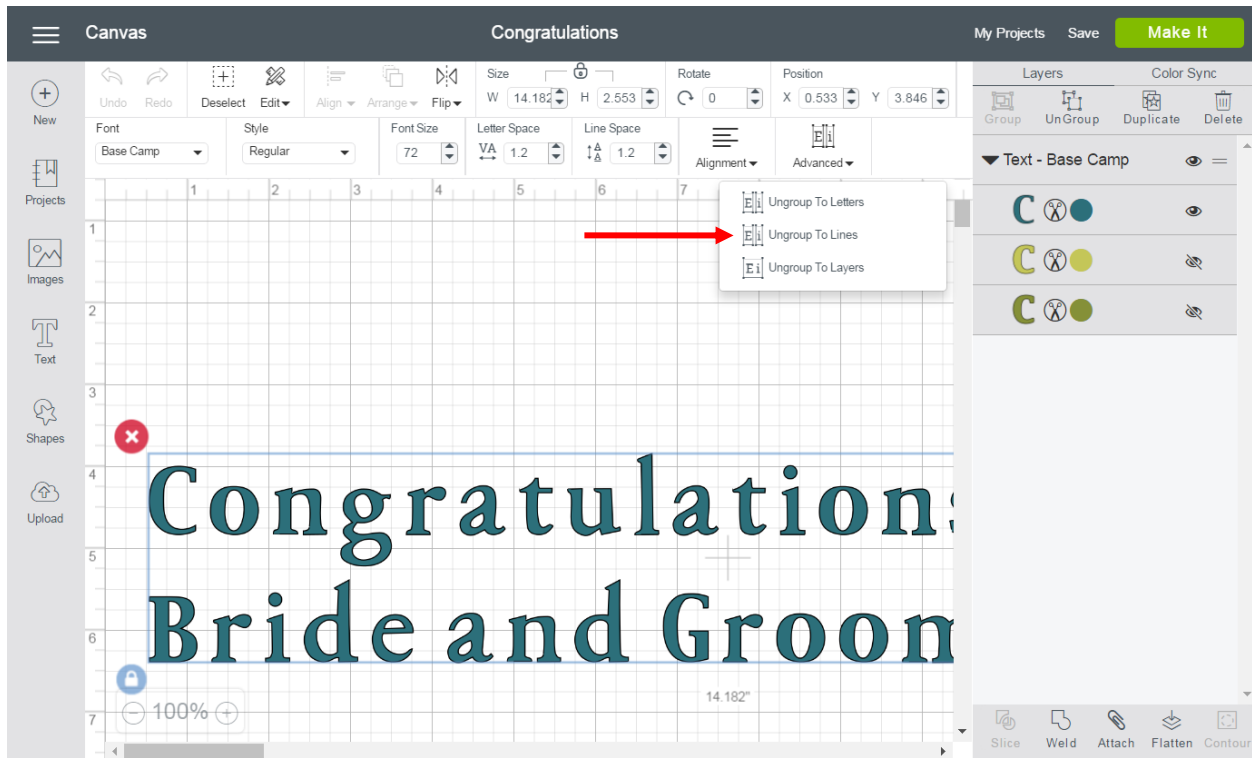

Ungroup to Letters – Ungroup letters in a text box so that each letter is grouped with its own layers. It now shows up in the Layers Panel as an image. You can now move and resize each letter independently, keeping each letter's layers grouped together.
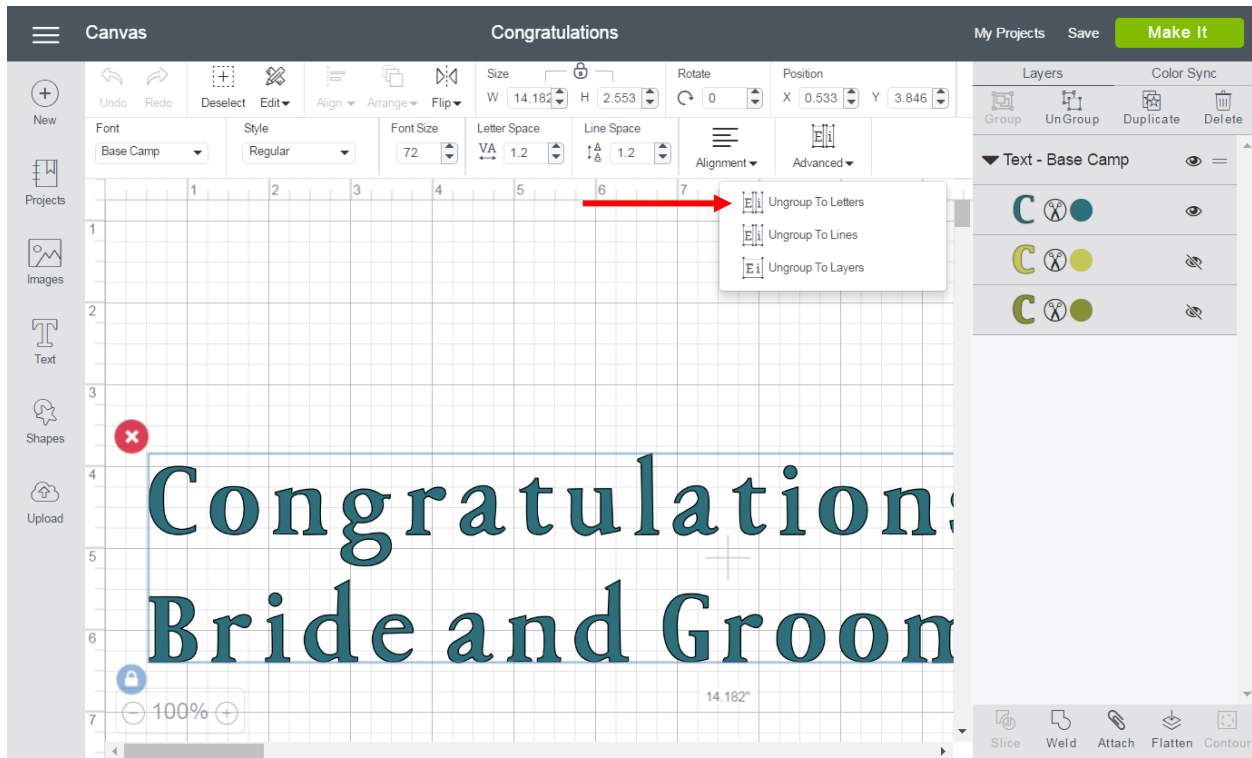
Ungroup to Lines – Ungroup rows of text in a text box so that each line is grouped with its own layers. It now shows up in the Layers Panel as an image. You can now move and resize each line independently, keeping each line's layers grouped together.

Ungroup to Layers – Ungroup multilayered text so that each layer group shows in the Layers Panel as an image. Letters will remain grouped together, allowing you to edit each layer independently. Text will be converted to an image.
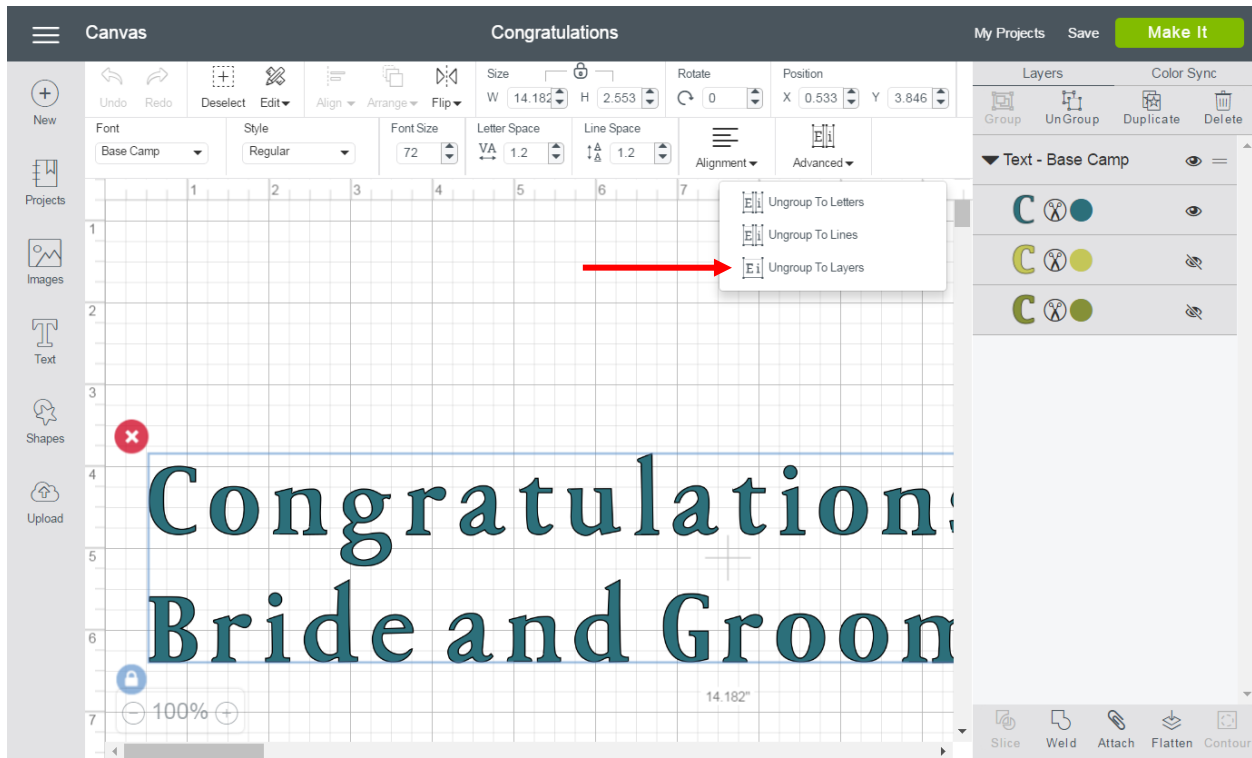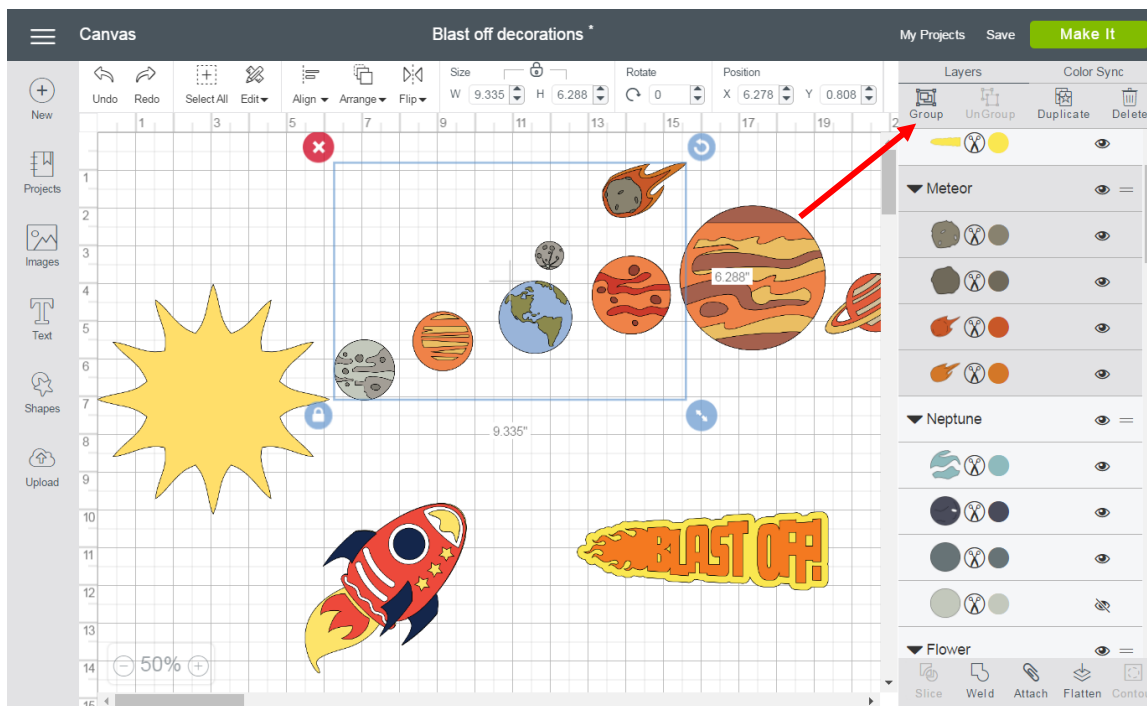
Layers Panel

Layers Panel – Access image features, such as Slice, Weld, Attach, Flatten, and Contour. Also make changes to image layers, such as Group, Ungroup, Duplicate, Delete, Define Line Type, and Layer Color.
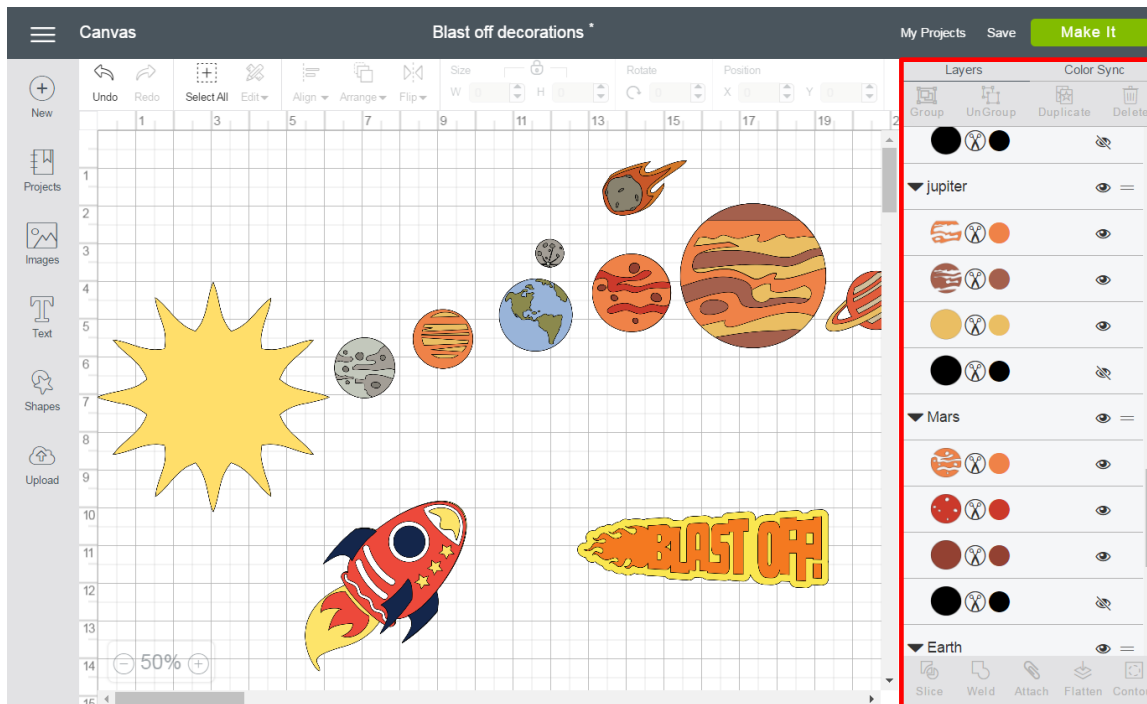
Group – Group multiple layers, images, or text so they move and size together on the Canvas. This will not affect how images are laid out on the cutting mats.

Ungroup – Ungroup a set of layers, images, or text so they move and size independently from one another on the Canvas. Ungrouping text allows you to move and resize each layer of text independently but keeps the letters grouped together.
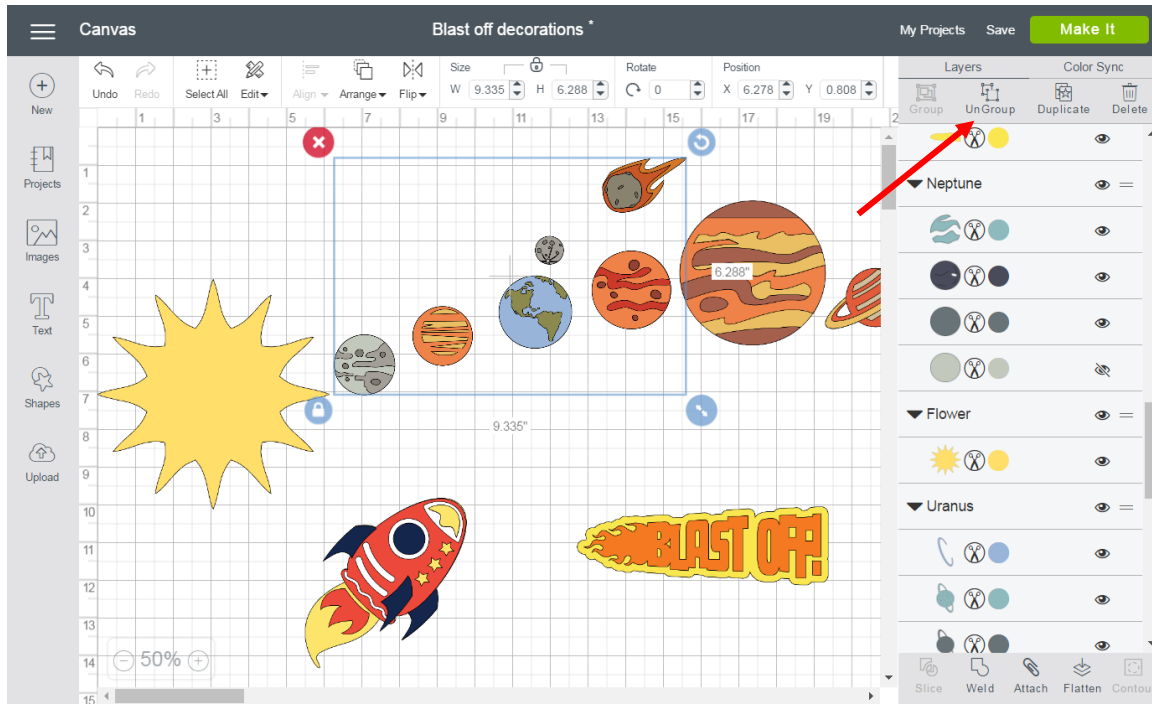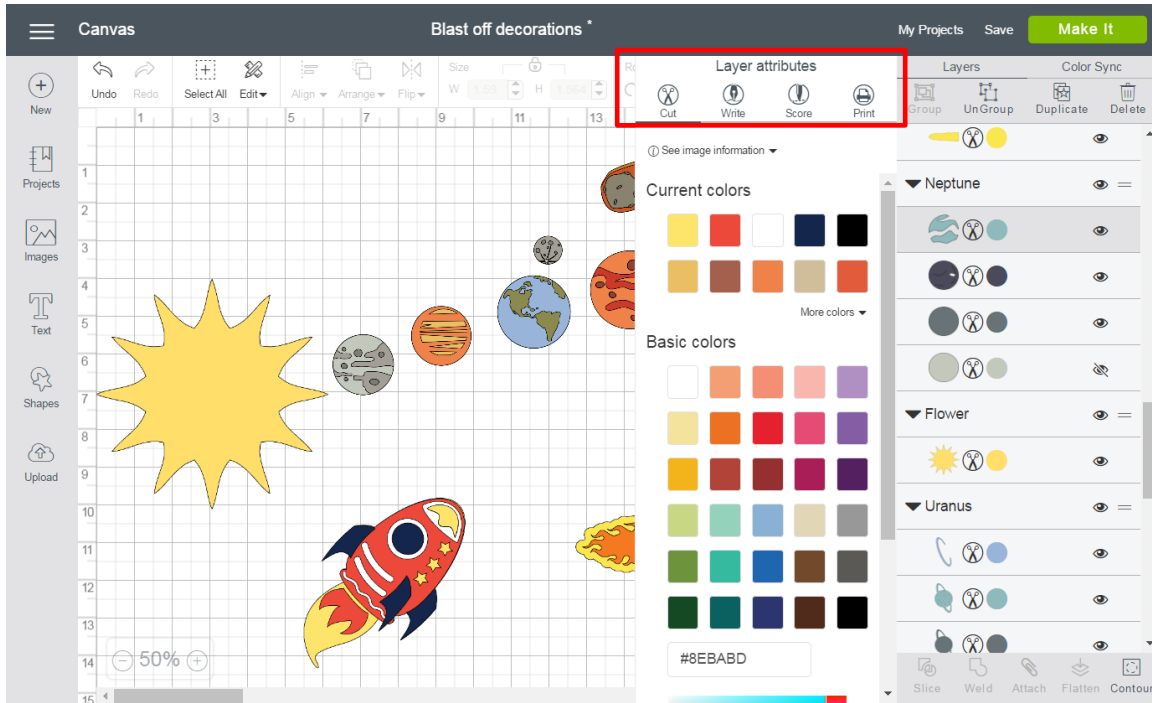
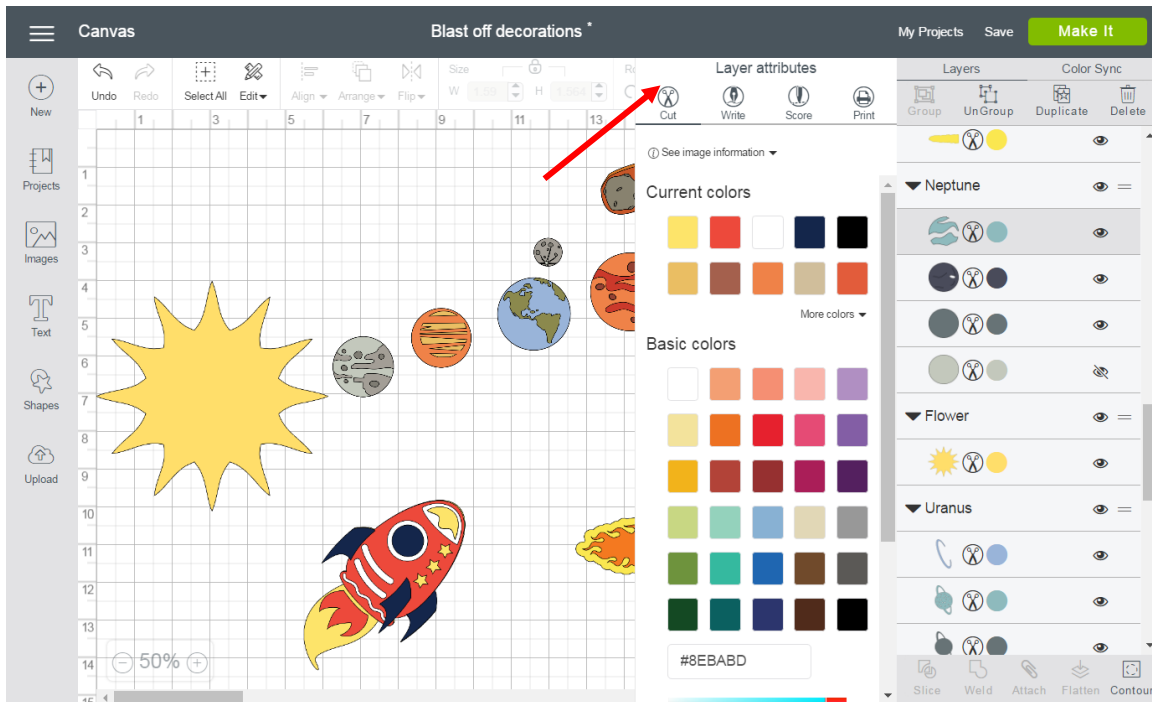Duplicate – Copy and paste an object in one step to create multiples of the same object.
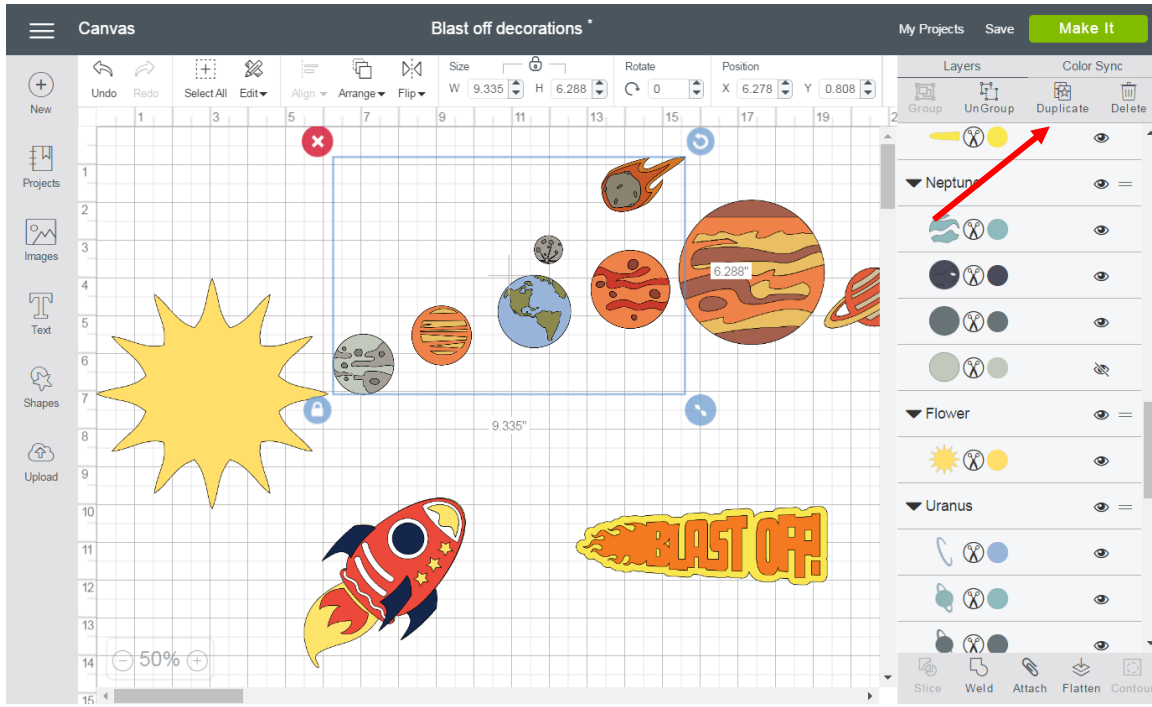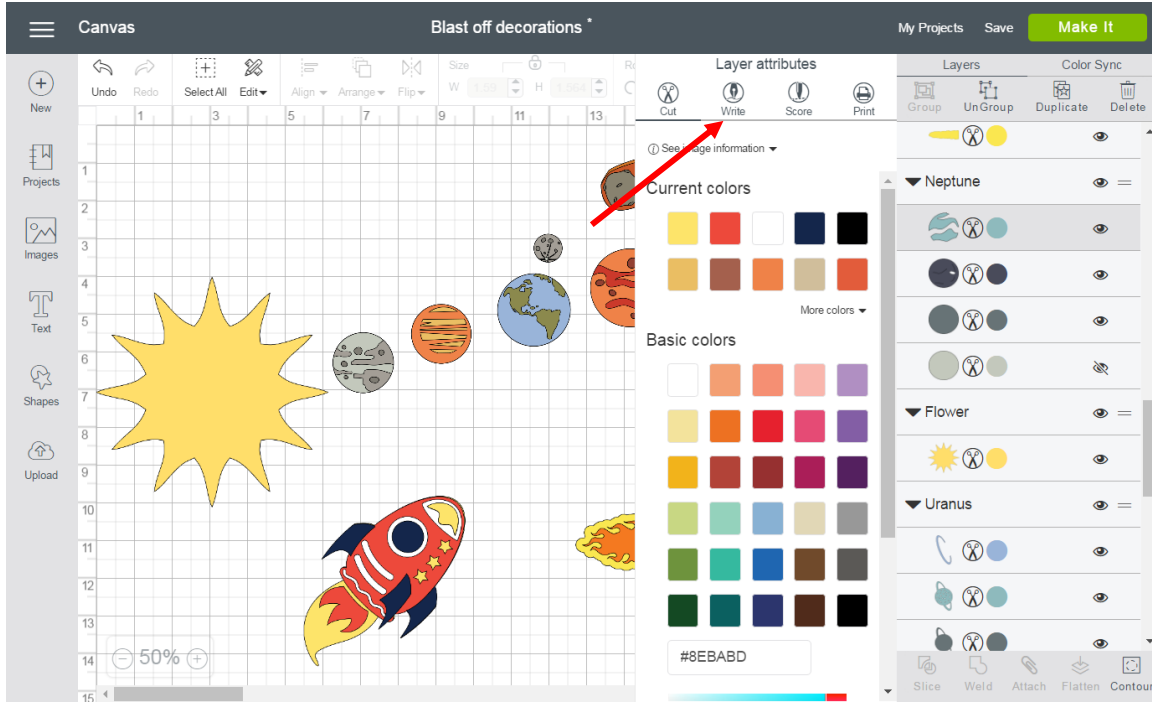

Delete – Remove selected object from the Canvas.
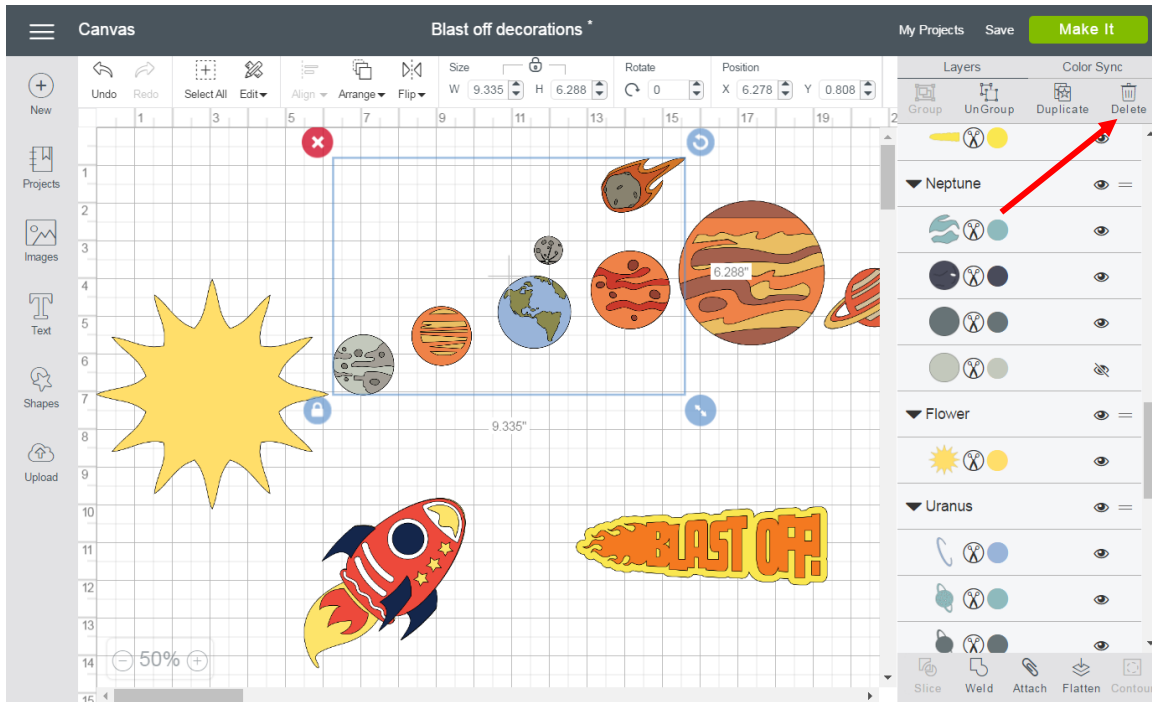
Line Type – Layer Line Type determines how the machine will interact with your material on the mat. You can cut, write, score, or Print then Cut with your Cricut machine.
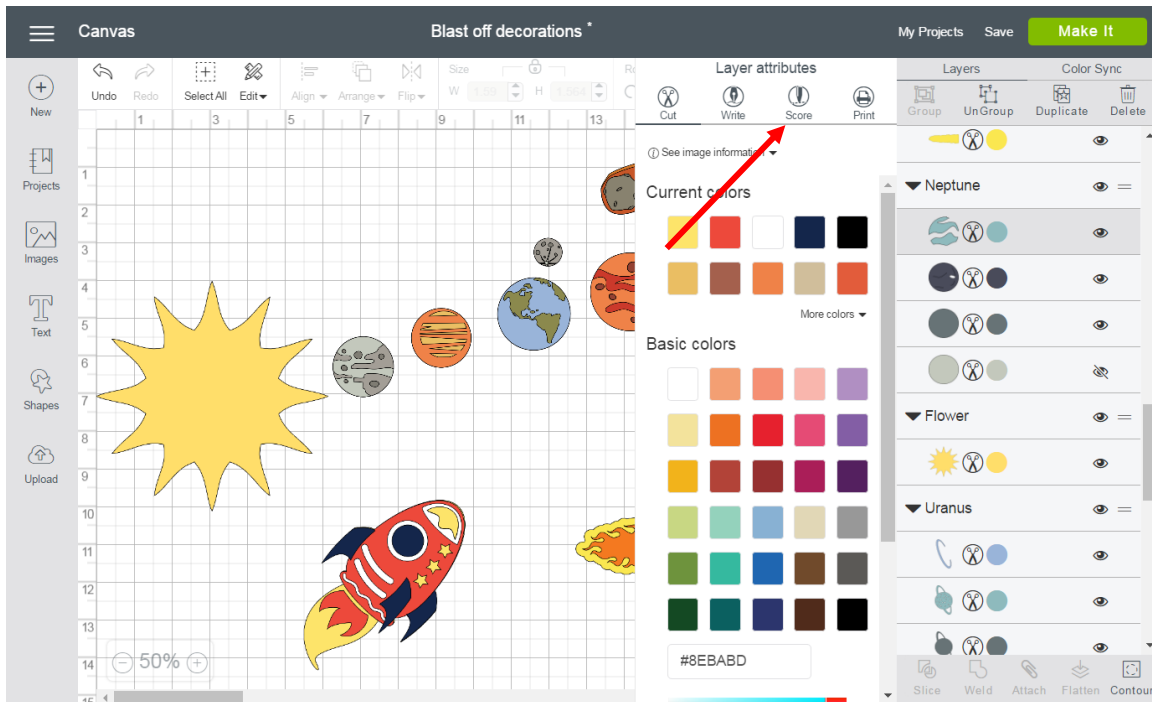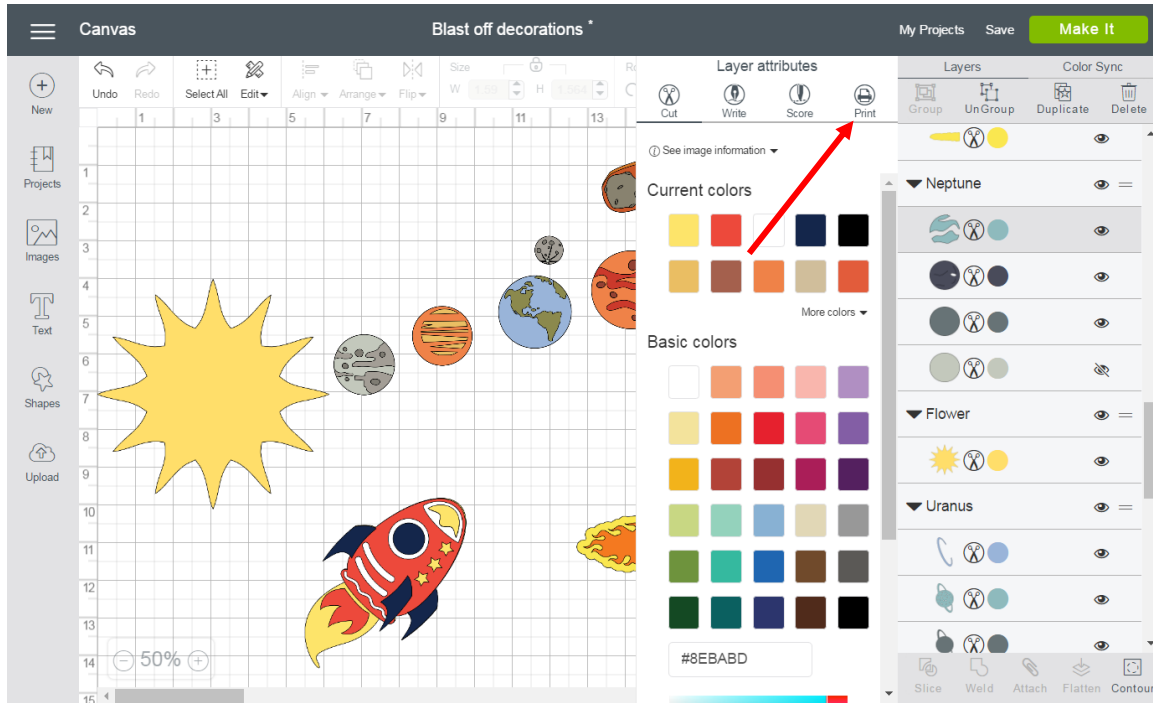

Cut – Set the Layer Line Type to cut.

Write – Set the Layer Line Type to write.

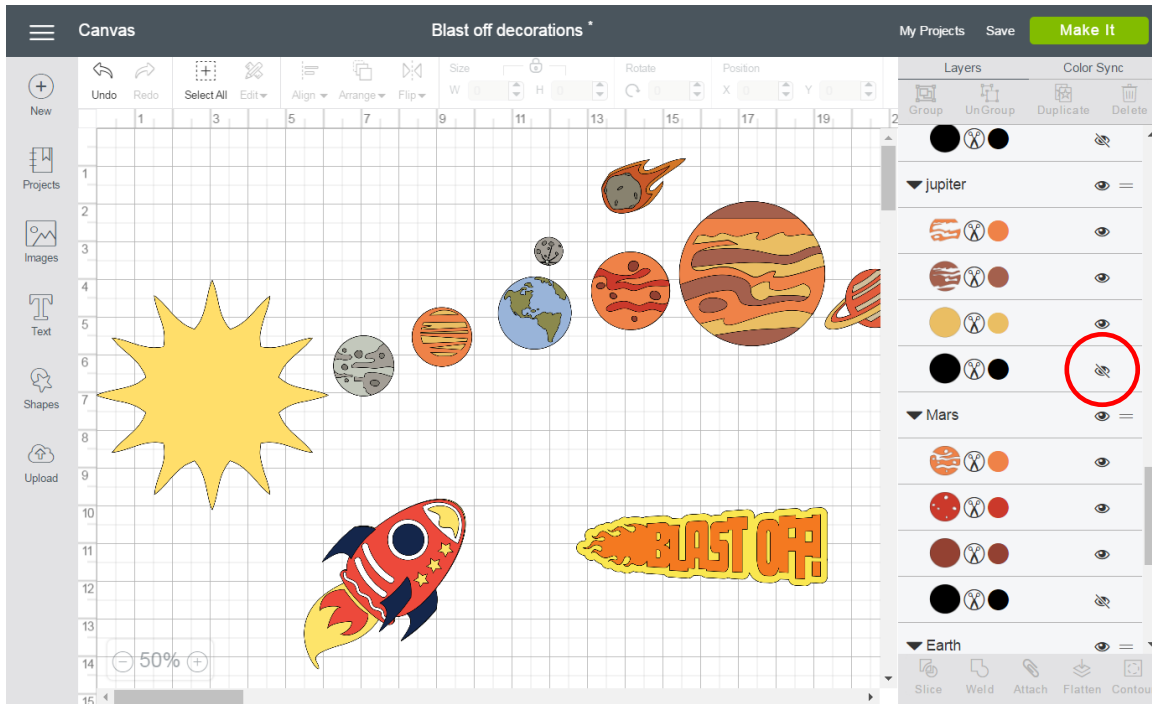Score – Set the Layer Line Type to score.

Print – Turn a Layer Line Type into a printable image which will be printed on your printer and then cut with the Cricut® machine. Use Flatten to make the entire object print as a single image.
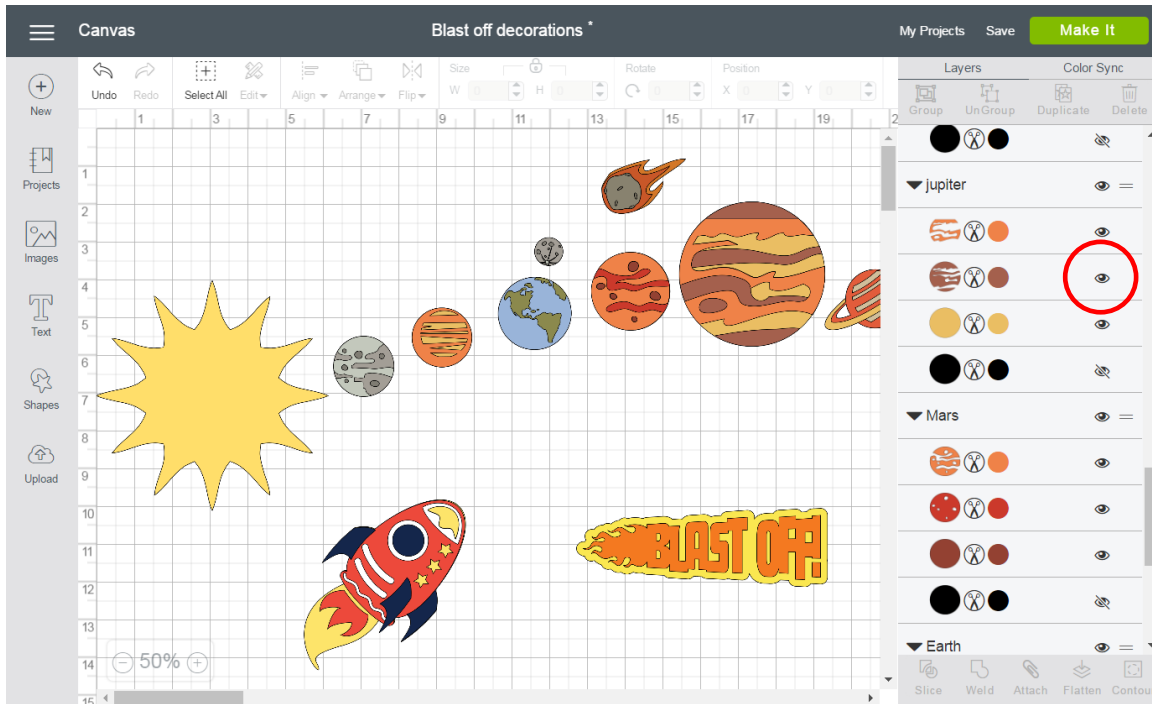

Hidden Layer – Layer is hidden from view on the Canvas. Click the Hide / Show icon to show the layer. Hidden layers will not cut, write, score, or print.
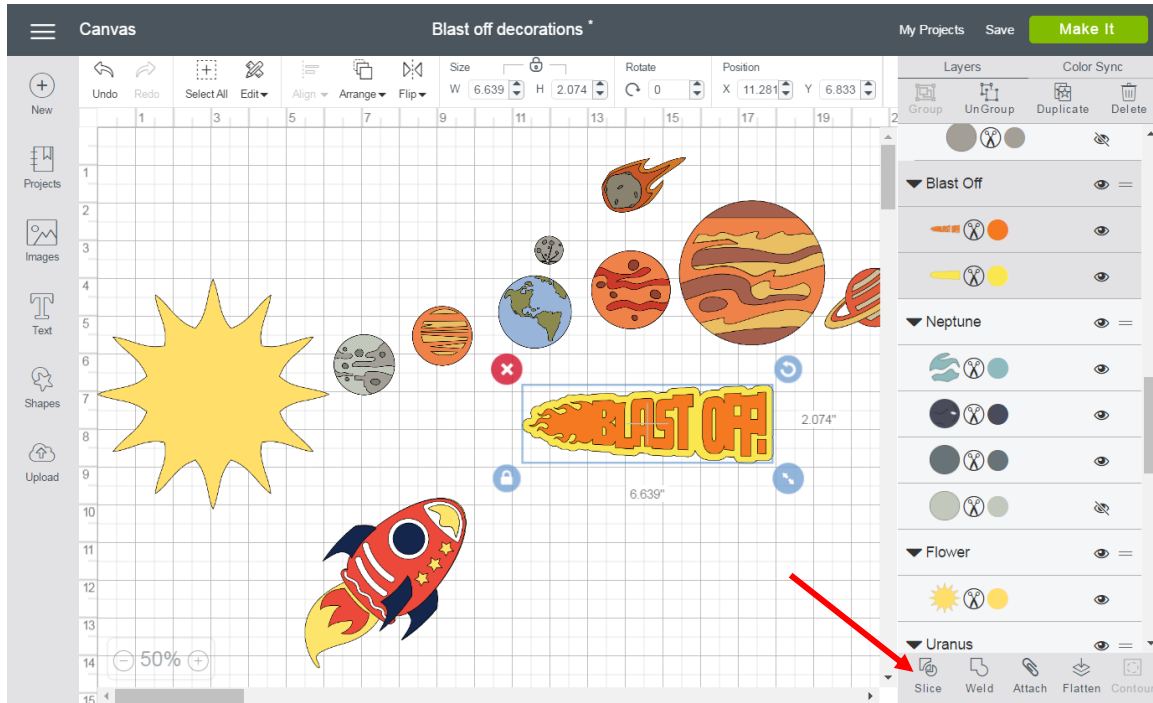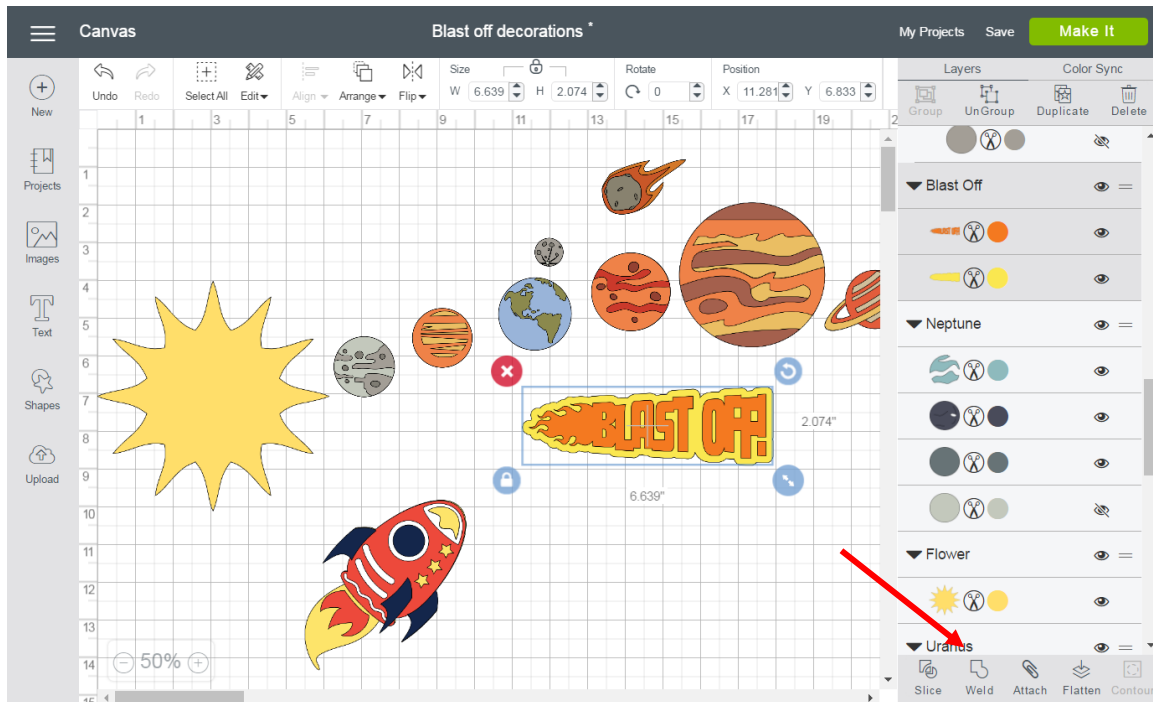
Visible Layer – Layer is visible on the design screen, which means it will cut, write, score, or print. Click the Hide / Show icon to hide the image.

Slice – Split two overlapping layers into separate parts.

Weld – Join multiple layers together to create one object, removing any overlapping lines.

Attach – Hold your objects in position so that items on the mat will appear exactly as they show up on your Canvas. Attach can also fasten a draw or score line to a cut layer to tell the machine on which object layer text or score line should be placed.
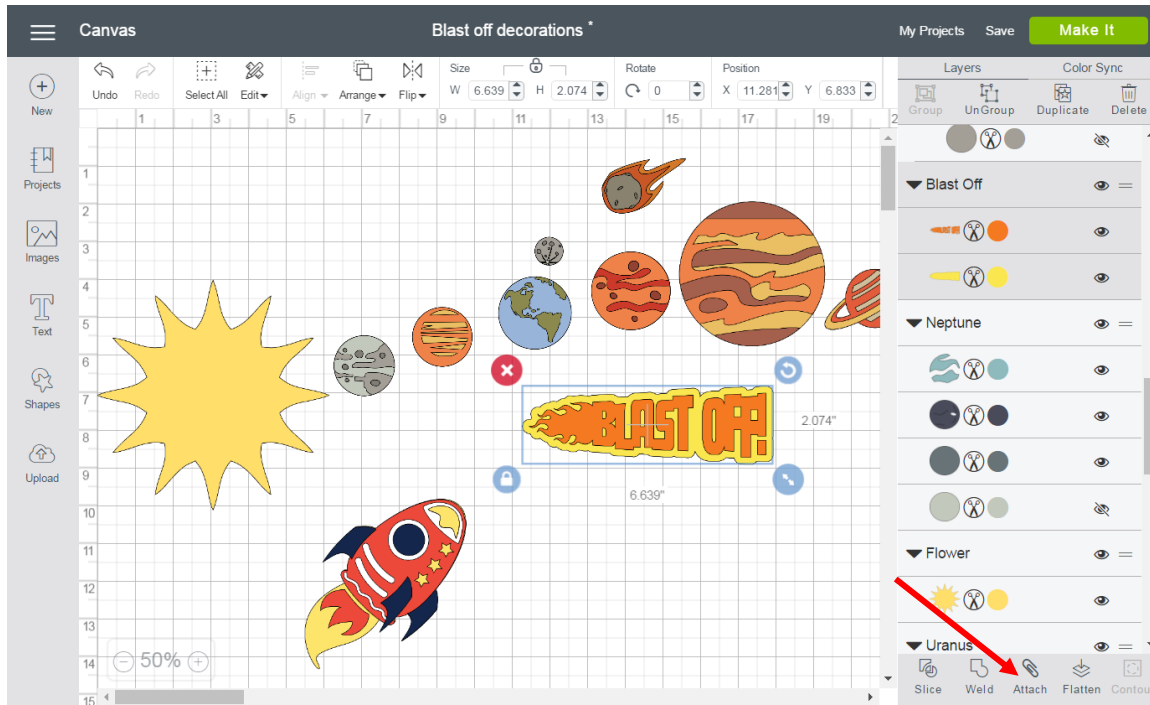
Detach – Separate attached layers so they are no longer connected and will cut, draw, or score independently from all other layers.
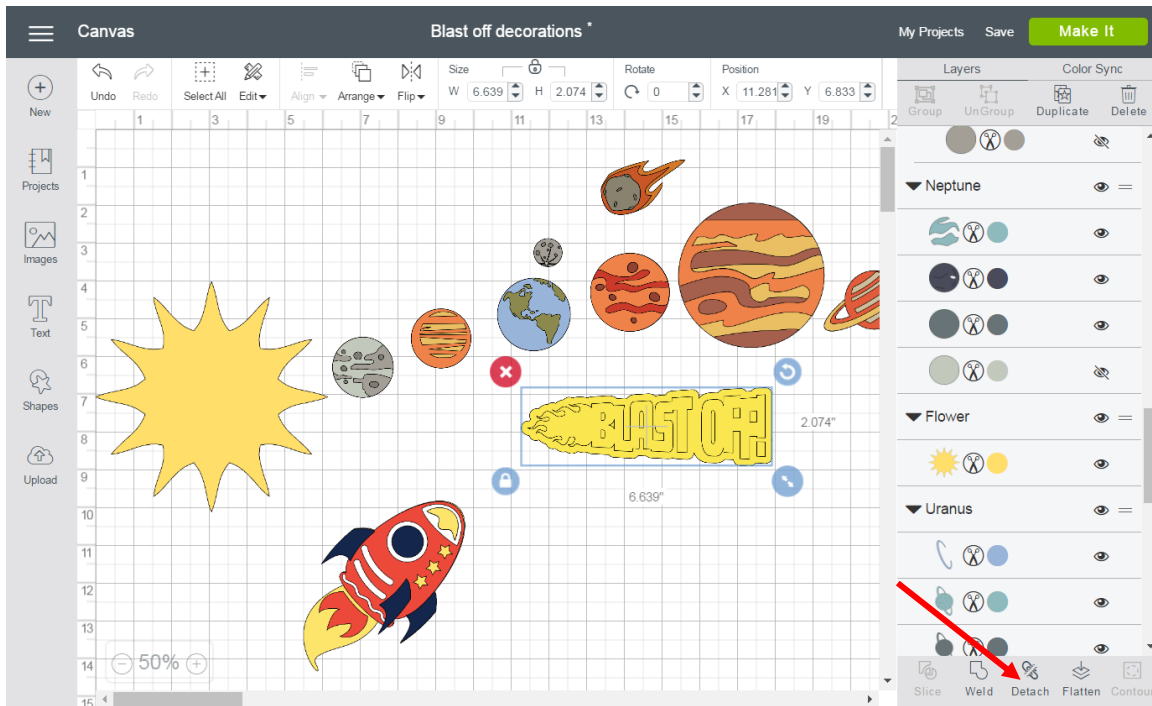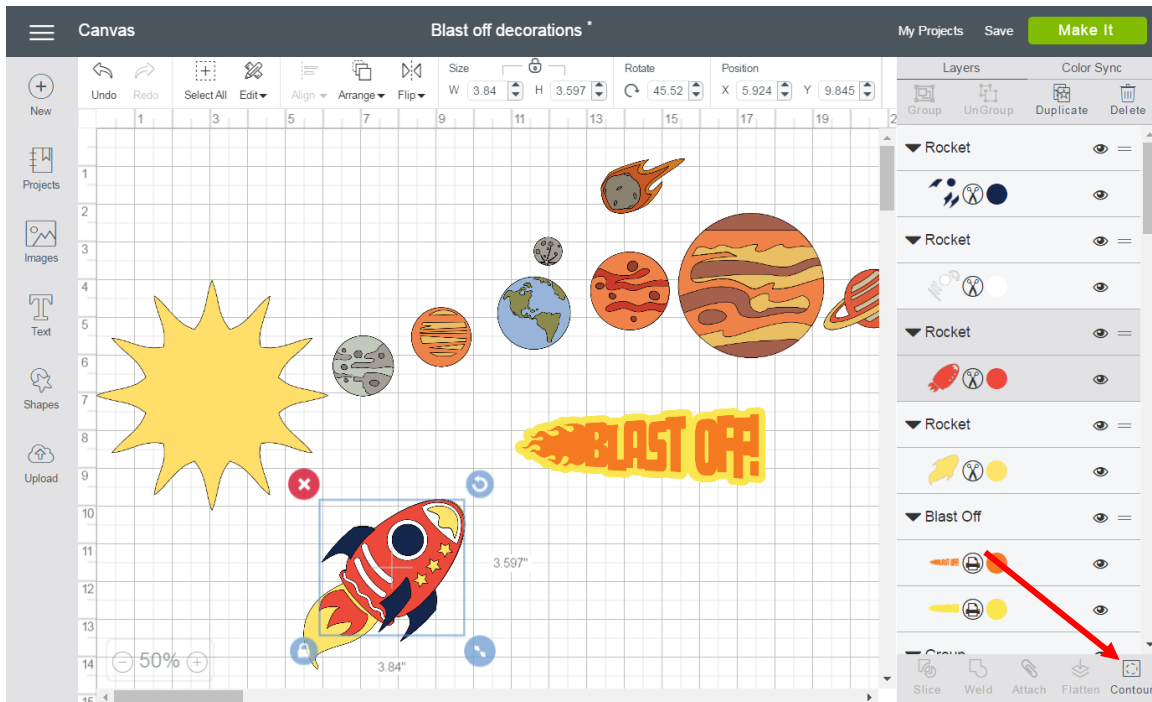
Flatten – Turn any image into a printable image, merging all selected layers into a single layer.
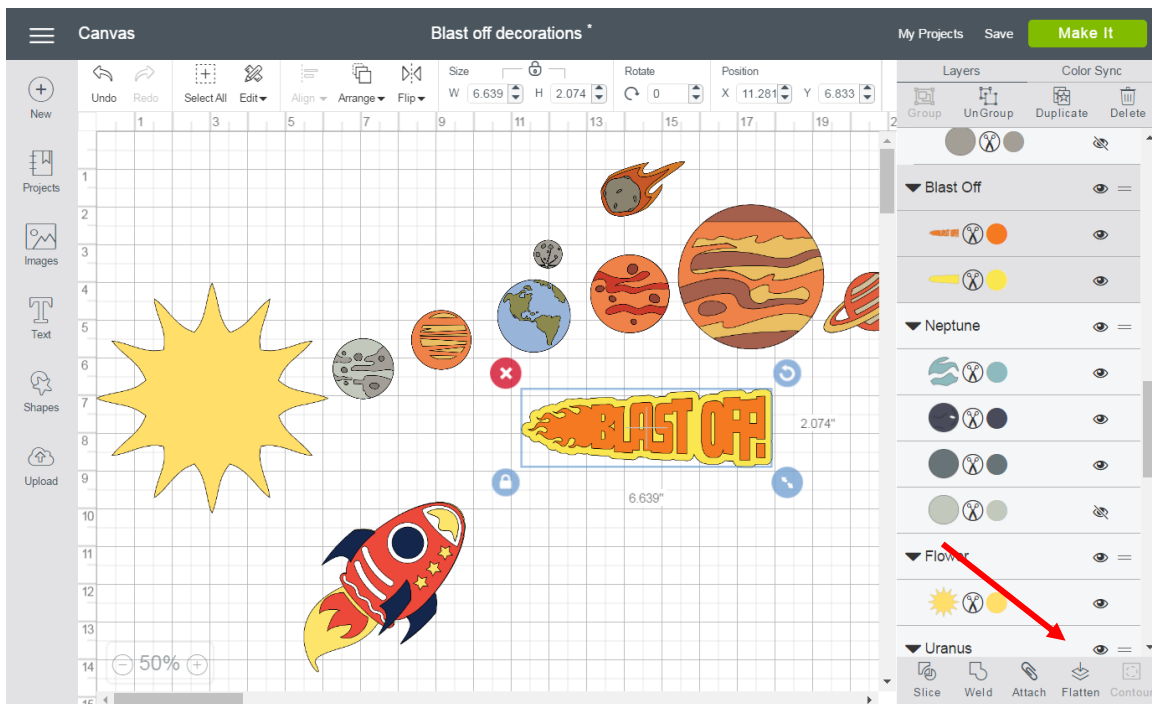
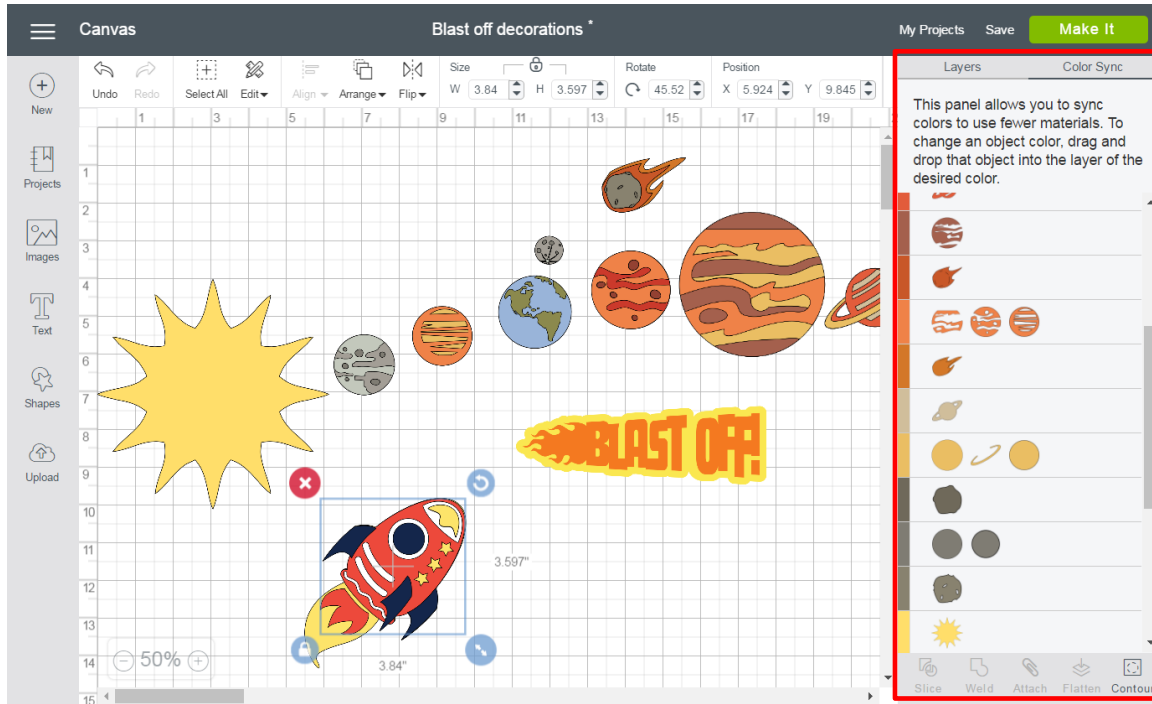Unflatten – Separate layers from a single printable image into individual layers.

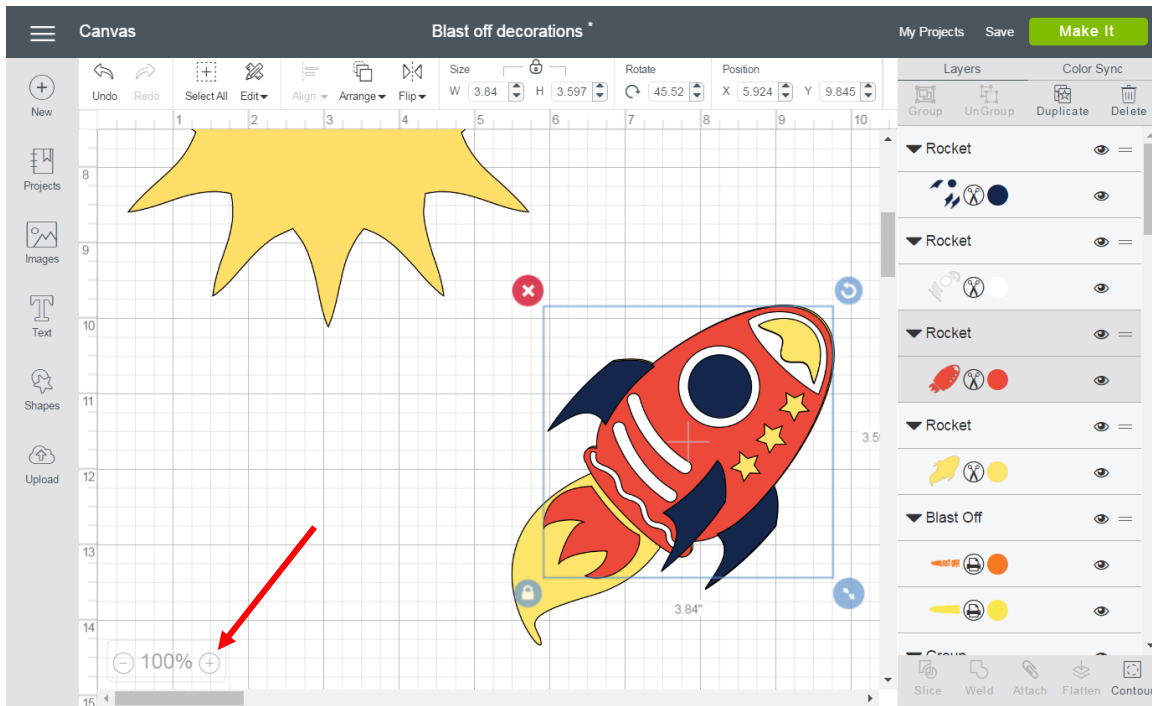Contour – Hide or Unhide contour lines or cut paths on a layer.

Sync Panel

Sync Panel – Consolidate colors of a project in order to reduce the number of different materials required. Sync by dragging an image and dropping it onto another layer to match that color.

Zoom

Zoom In – Zoom in to get a detailed look at your project.

Zoom Out – Zoom out to get a better overview of your project.