Cricut | **Explore**™

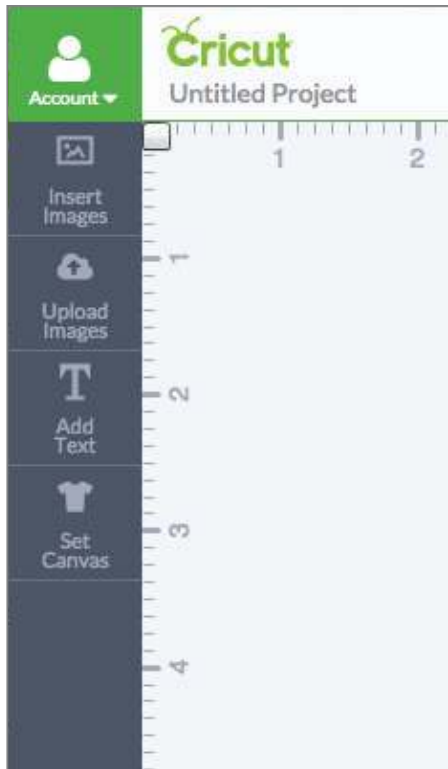Grid On/Off button

Top menu

Panel menu

Side menu

Side menu

Cricut logo – Click the Cricut® logo at any time to return to the projects page.

Account menu – Sign in and out here. Upon sign in, access Machine Settings and Account Settings.

Insert Images – Browse, select, and insert images from the Cricut Image Library, including your own uploaded images, to the design screen.

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

Add Text – Add words and phrases to the design screen.

Set Canvas – Add a project canvas to the design screen to visualize the finished project.

Zoom/Help

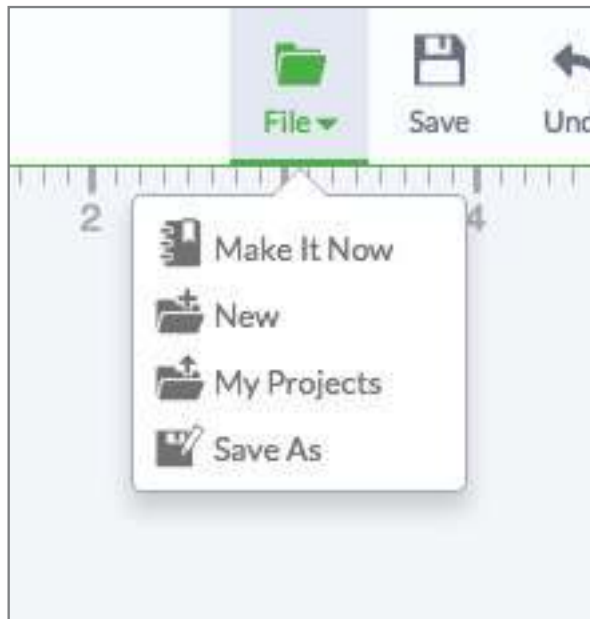**Zoom In** – Zoom in to get a closer look at the project or images.

Zoom Out – Zoom out to get a better overview of the project or images.

Help – Open a new window to online support, access the user manual, watch helpful videos, and get answers to frequently asked questions.

Top Menu

File – Access project options: choose a Make it Now™ project, create a new project, open your saved projects, and save or rename a new version of a project.

Make It Now – Return to the projects screen to access hundreds of unique pre-designed projects.

New Project – Create a new project from scratch.

My Projects – Open a project you previously saved.

Save As – Save and rename projects.

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

Undo – Undo previously p[...]

Redo – Redo actions which [...] been undone.

Cut – Remove an image fr[...] screen and copy it to your [...] can paste it at a later time.

Copy – Copy an image to th[...] you can paste it at a later ti[...]

Paste – Paste a copied or c[...] clipboard onto the design s[...]

Select All – Select the ima[...] the design screen all at the [...]

Top Menu (continued)

Arrange – Change the order in which layers and images appear on the design screen, including send backward, bring forward, send to back and bring to front. Changes will be reflected in the Layers panel.

Move Backward – Move the selected image or layer one layer backward in stacking order.

Move Forward – Move the selected image or layer one layer forward in stacking order.

Move to Back – Send the selected image or layer to the back of the stacking order.

Move to Front – Bring the selected image or layer to the front of the stacking order.

Go – Proceed to the mat preview window to begin the cutting process.

Panel Menu

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

Edit panel – Make changes to selected text, images, or layers. Edits include size, rotate, mirror, and position. For text, you can also change the font, alignment, letter spacing, and line spacing.
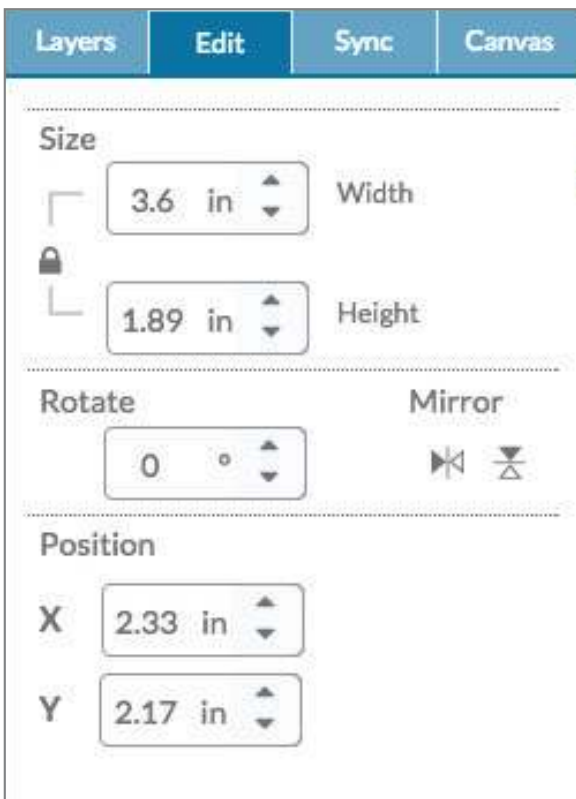
Panel Menu (continued)

Sync

Sync panel – Use the Sync panel to syn[...] layer colors to reduce the number of m[...] your project.

Canvas

Canvas panel – Add a project canvas t[...] design screen to help you visualize you[...] project. Define project canvas type, siz[...] color.

Edit Panel, Images & Fonts

Lock – Lock the aspect ratio so image size changes in proportion.

Unlock – Unlock the aspect ratio so you can stretch horizontally or vertically without keeping proportions the same.

Rotate – Adjust the angle of rotation of the selected object.

Mirror Horizontal – Flip an image horizontally.

Mirror Vertical – Flip an image vertically.

Horizontal Position – Position an image horizontally from the top left corner of the design screen to the top left corner of the image bounding box.

Vertical Position – Position an image vertically from the top left corner of the design screen to the top left corner of the image bounding box.

Edit Panel, Fonts
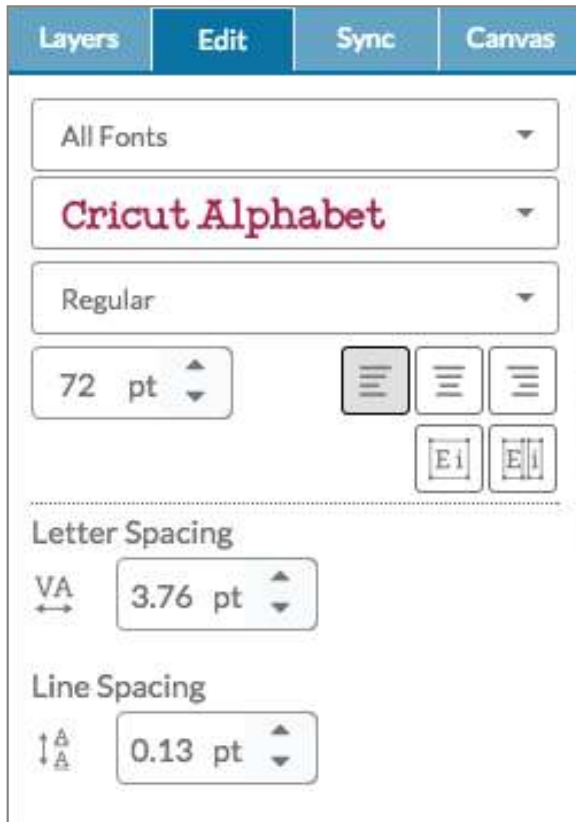
Font Filter Menu – Filter the fonts by category to change which fonts appear in the font type menu.

- **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 only contain 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.

Font Type Menu – Displays fonts based on the chosen font filters. Scroll through fonts for different choices; click on a font to apply to the selected text.

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

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.

Edit Panel, Fonts (Continued)

Isolate Letters – Ungroup letters in a text box so that each letter grouped with its layers 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.

Distribute Letters to Layers – Ungroup multi-layered 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 convert to an image.

Letter Spacing – Adjust the space of each letter within a text box.

Line Spacing – Adjust the space between each line within a text box.

Layers Panel

Slice – Split two overlapping layers into separate parts.

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

Attach – Hold your cuts in position so that images on the cutting mat will appear exactly as they show up on the design screen. Attach can also fasten a draw or score layer to a cut layer to tell the machine on which image layer text or score line should be placed.

Detach – Separate attached layers so they are no longer connected and will cut or draw 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 printable layers.

Edit Panel, Fonts (Continued)

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

Cut – Set the layer to cut.

Write – Set the layer to write.

Score – Set the layer to score.

Print – Turn a layer into a printable image which will be printed on a printer and then cut on the Cricut® machine. Use flatten to make the entire image print as a object.

Hidden Layer – Layer is hidden from view on the design screen. Click to unhide layer. Hidden layers will not cut, print, write, or score.

Visible layer – Layer is visible on the design screen.

Group – Group multiple layers, images, or text together so they move and size together while working with them on the design screen (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 design screen (will not affect how images are laid out on the cutting mats). Ungrouping text allows you to move and resize each layer of text independently, but keeps the letters grouped together.

Duplicate – Copy and paste an image in one step to create multiples of the same image.

Delete – Remove selected item from the design screen.

Sync Panel
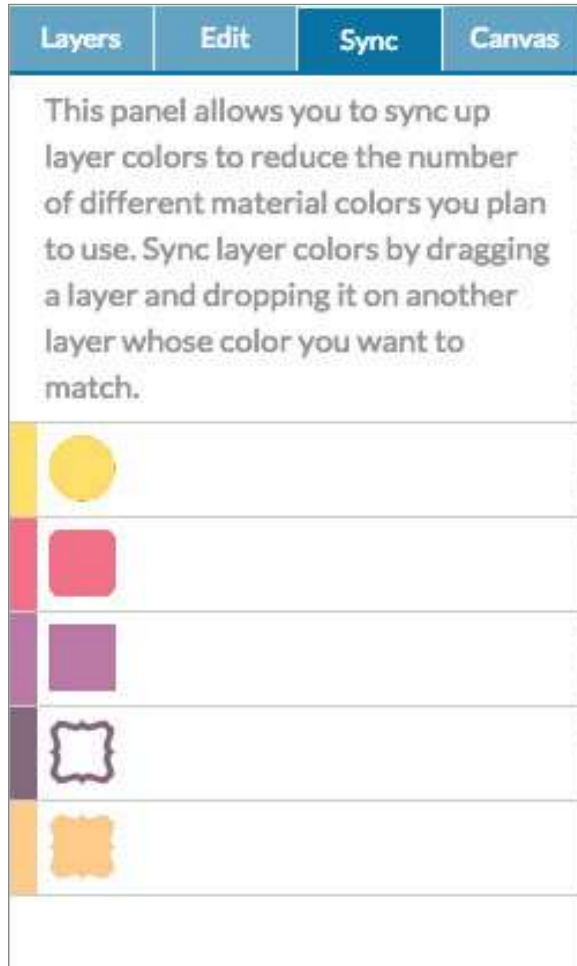
Sync panel – Consolidate colors of a project in order to reduce the number of different materials you plan to use. Sync by dragging an image layer and dropping it on another layer whose color you want to match.

Canvas Panel

| Layers | Edit | Sync | Canvas |

Basic canvas

Type
Rectangle/square ▼

Size
Custom ▼

12 in ▲▼ Width

12 in ▲▼ Height
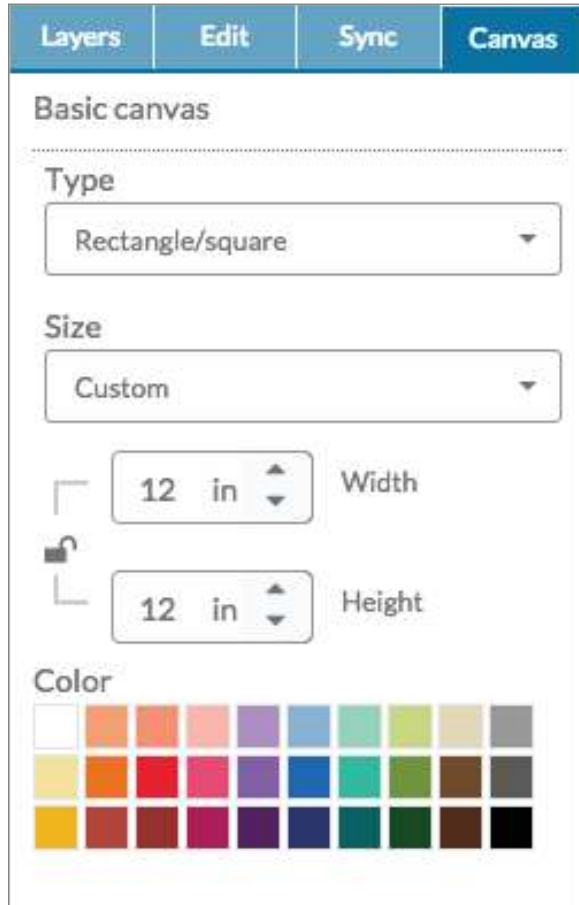
Color

Canvas Panel – Refine the project canvas to match the final project. Adjust type, size, and color to change views on the design screen.

Type
Rectangle/square ▼

Type – Set a canvas from one of the many canvas categories, and then refine the canvas type to match your project so as you create you can also visualize the final design.

Size
Custom ▼

Size – Adjust the height and width of the canvas to match the height and width of the final project. You can choose from preloaded sizes or customize.

Color – Choose a color for the canvas that most closely represents the project's color.

Quick Reference Icons

👤 Account info	➕ Zoom in	↩ Undo	⊕ Select All	🔗 Attach
🖼 Insert image	➖ Zoom out	➡ Redo	⚏ Arrange	◈ Flatten
☁ Upload image	❓ Help	✂ Cut	⟳ GO	◌ Contour
T Add text	📁 File	📋 Copy	◰ Slice	
👕 Set canvas	💾 Save	📋 Paste	↩ Weld	

Make It Now™ Projects Overview

Cricut Design Space™ features ready-to-make projects created by professional artists. These Make It Now™ projects include everything from home décor to fashion to paper crafting, and even a variety of FREE projects. New projects are added on a regular basis. To make a project, all you need to do is gather your supplies and go.

From the Cricut Design Space™ projects page you can scroll through the hundreds of Make It Now™ projects.
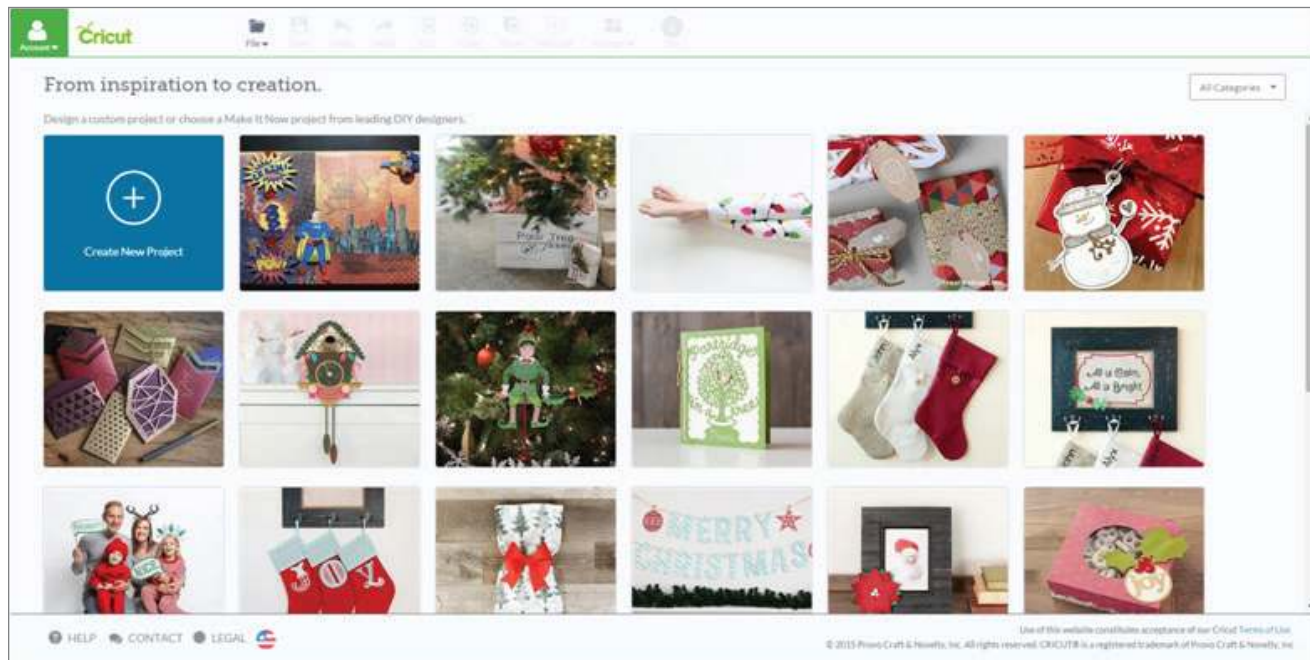
Use the Categories menu located at the top of the screen to select a project category.
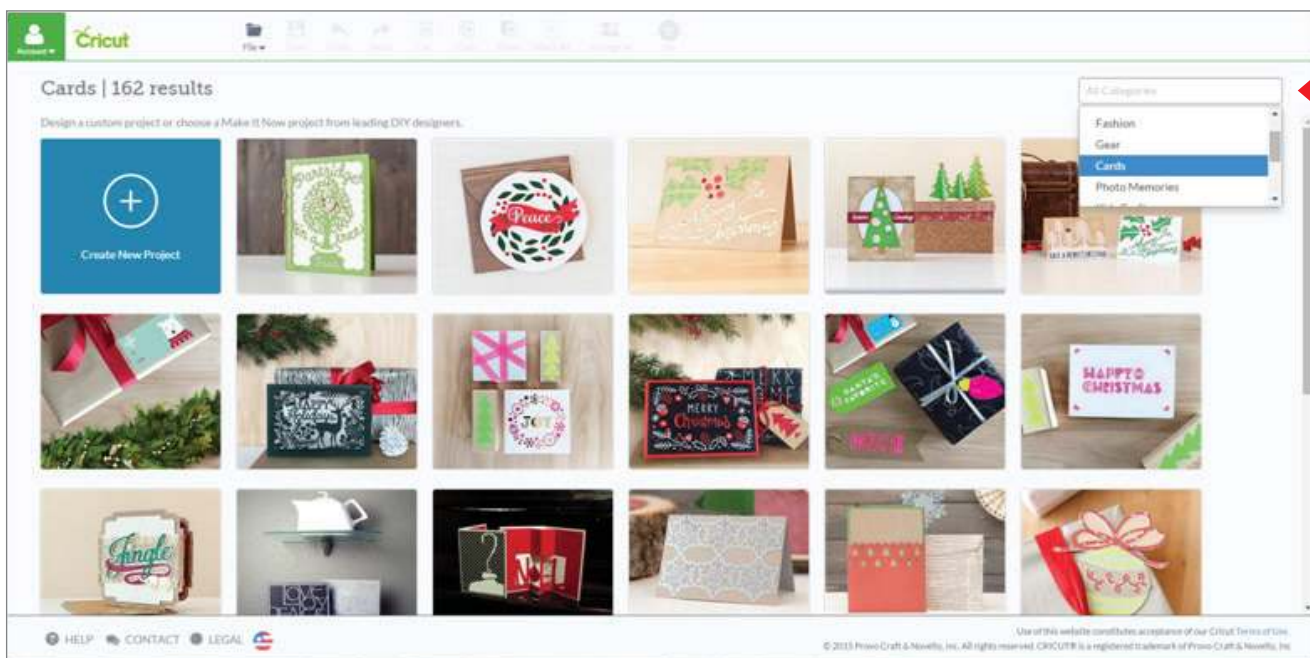
Make It Now™ Projects Overview

Once you click on a project that you would like to make, the project preview screen will open. It lists all the details you will need to create the project, including: project name, difficulty level, estimated completion time, materials, instructions, and cost of the images in the project.
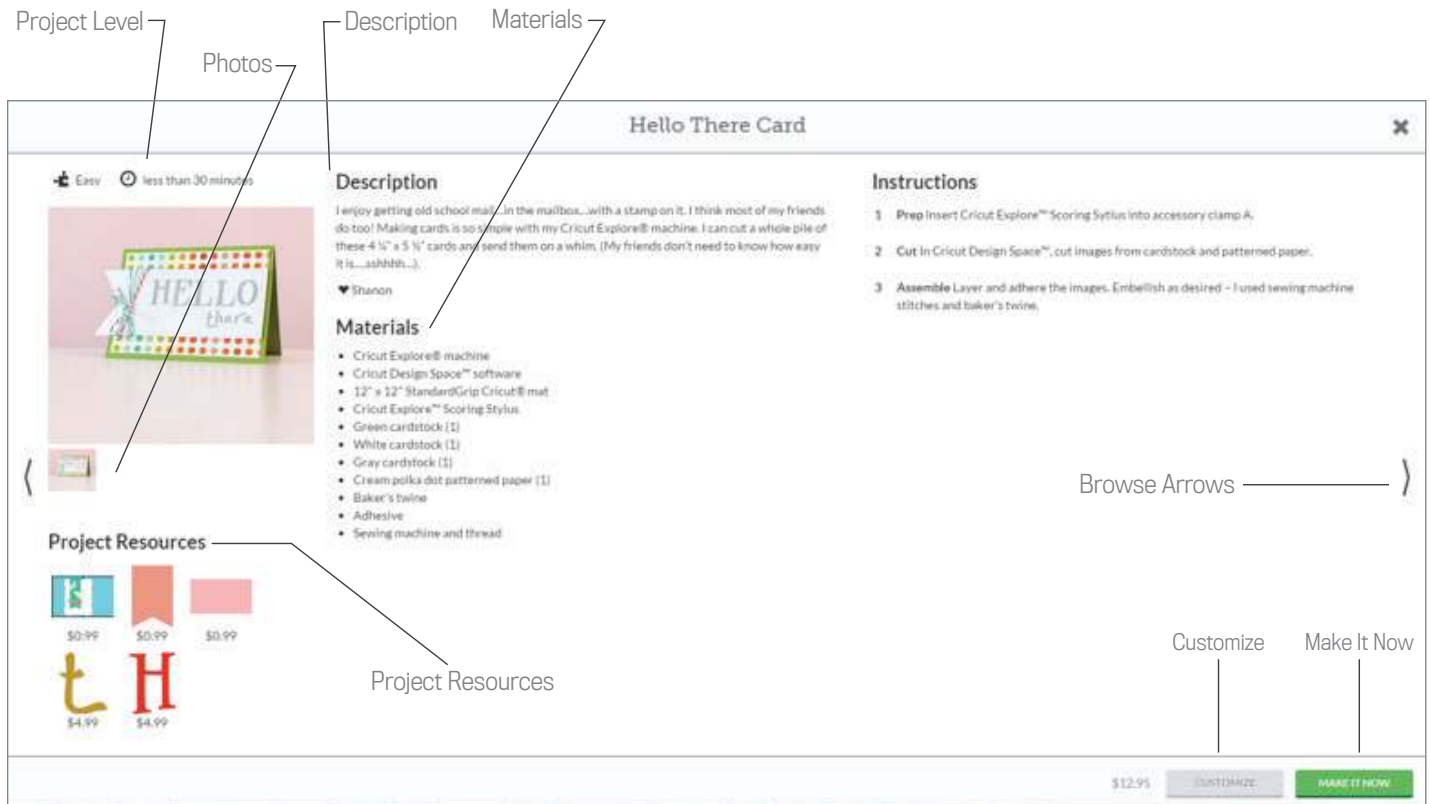
Difficulty level – Identify the project level of difficulty and estimated time requirements.

Description – Learn why the artist made the project, how you can find more projects made by the artist, or any special instructions you may need to know prior to making the project.

Materials – List of supplies needed to complete the project.

Tip: Cricut® materials can be purchased on Cricut.com.

Photos – Make It Now™ projects often have more than one photo. If multiple project photos are available, small previews of the photos will appear under the main photo. Click on these thumbnails to see alternate views of the project.

Make It Now™ Projects Overview

Project resources: View images and fonts that are needed to complete this project. Below each image you'll see whether the image is:

- **Purchased –** if you already own the image,
- **Free –** if the image can be used without a purchase,
- **Subscription –** if the image is included in your subscription plan, or
- **Price –** the cost to purchase the image.

The total cost of the project is listed at the bottom of the screen.

Tip: Images purchased become part of your library and can be used in any project. Sometimes Make It Now™ projects don't use all the layers of a multi-layered image. When you purchase the project, all layers of the image are included in your purchase and are available to you for future projects.

Browse arrows – View more Make It Now™ projects and the project details by clicking the browse arrows on the left and right side of the screen.

Customize button – Opens the project on the design screen so you can make changes to the project.

Make It Now button – Opens the project in the mat preview so you can make the project without any changes.

Creating a Make It Now™ Project

Create a Make It Now™ project without any changes, just gather your supplies and go.

Step 1. Scroll through all Make It Now™ projects available or open the Categories menu to select a project category. Select a project by clicking on the project tile.

Tip: When you hover over a project, the name of the project appears on the screen.

Creating a Make It Now™ Project

Step 2. A window will open listing all the project details you will need to create the project including: project name, project description, difficulty level, estimated completion time, materials, instructions and image costs.

Step 3. Click the Make It Now button to complete the project.

Tip: If you wish to make any changes to the project design, click the Customize button to open the project in the design screen.

Creating a Make It Now™ Project

Step 4. The mat preview screen shows you how the project is laid out on the cutting mats. If you haven't already signed in with your Cricut ID, you'll be prompted to do so to continue.
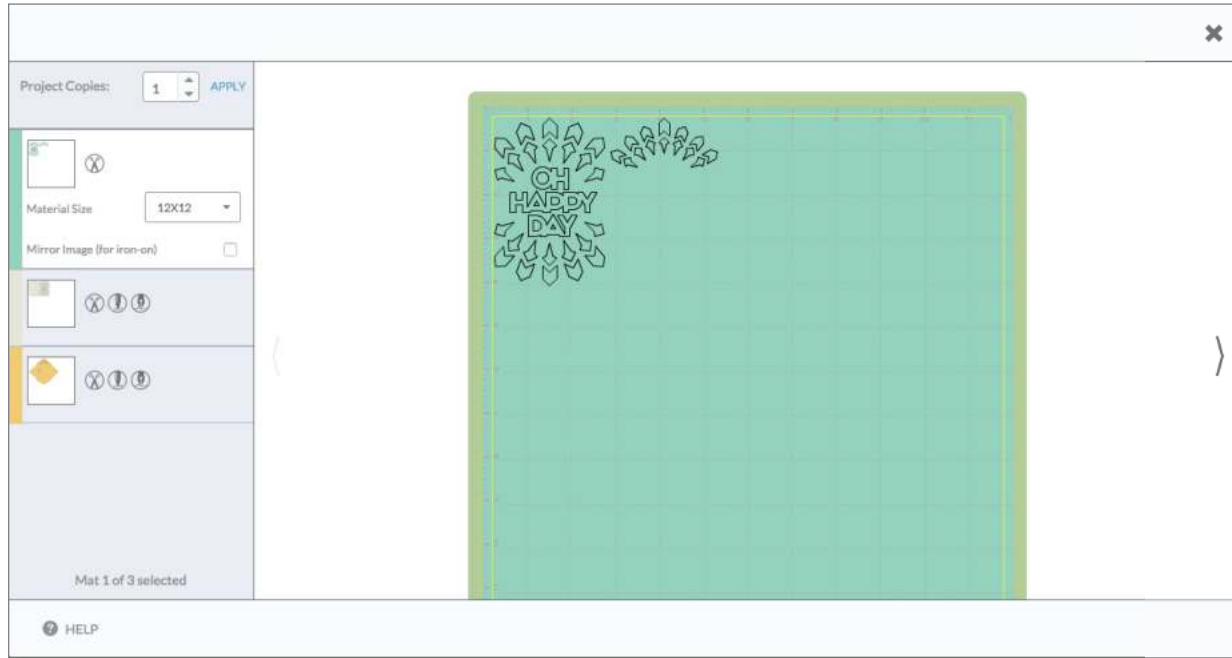
Step 5. Click "GO" to start cutting your project.
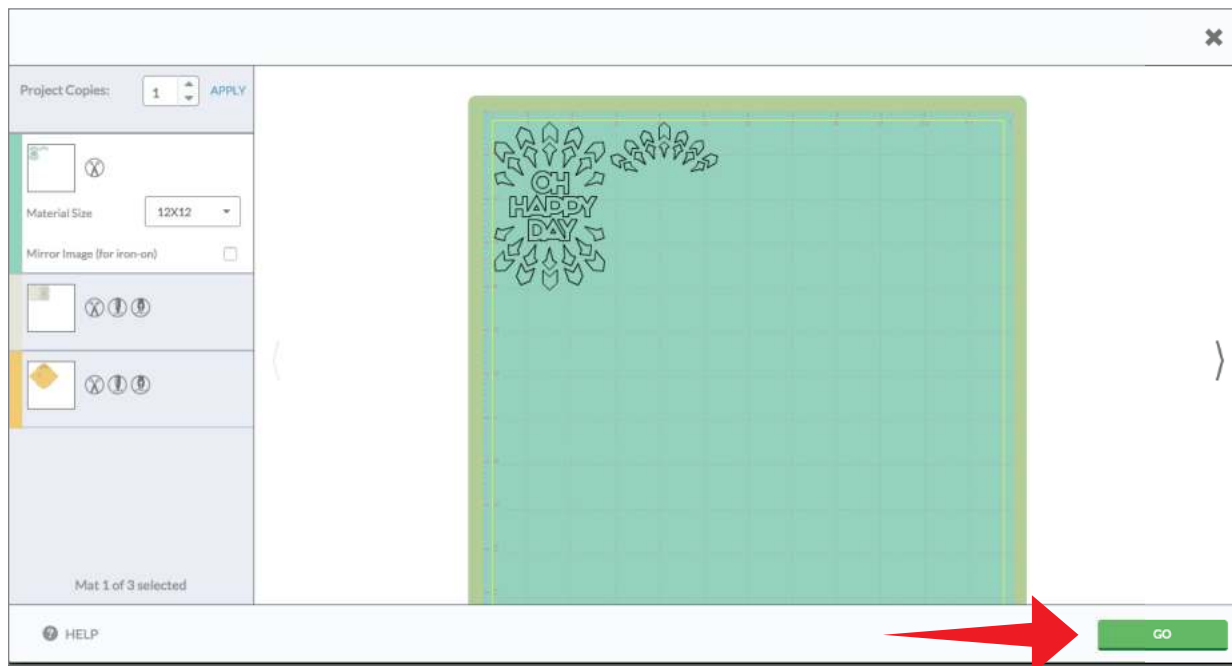
Creating a Make It Now™ Project

Step 6. Follow the on screen prompts to load the cutting mat, set the Smart Set® dial, and press the GO button on your Cricut® machine for each of the mats.
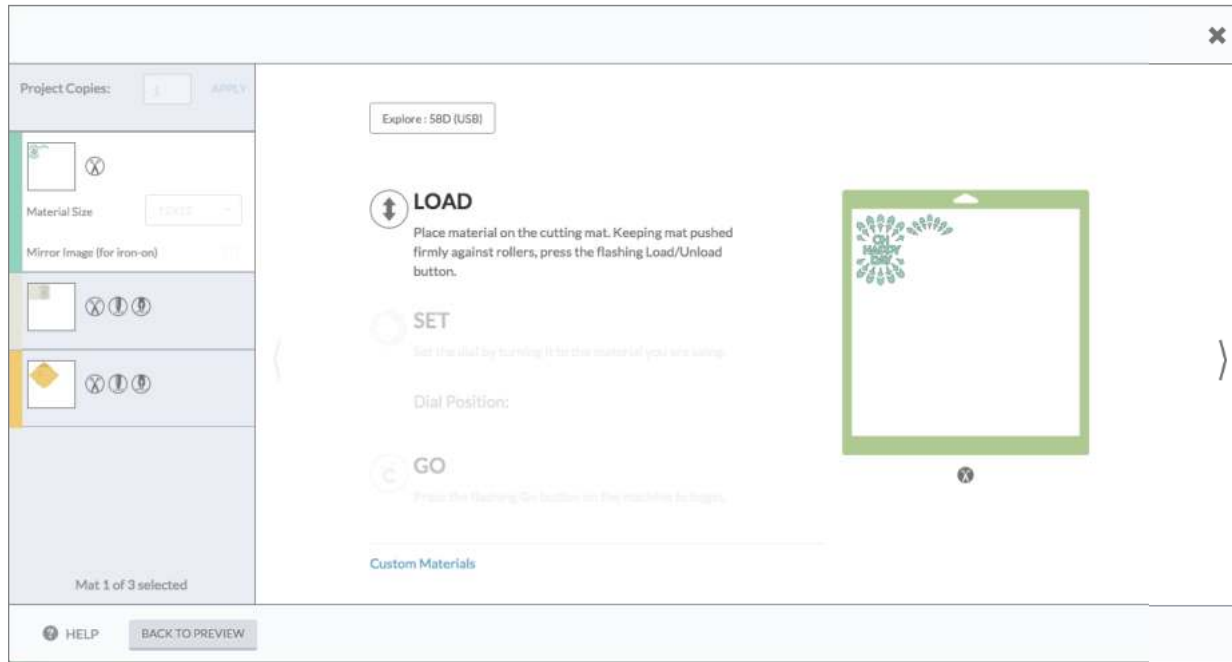
Step 7. Once you've finished cutting your project, return to the project preview screen for assembly instructions.
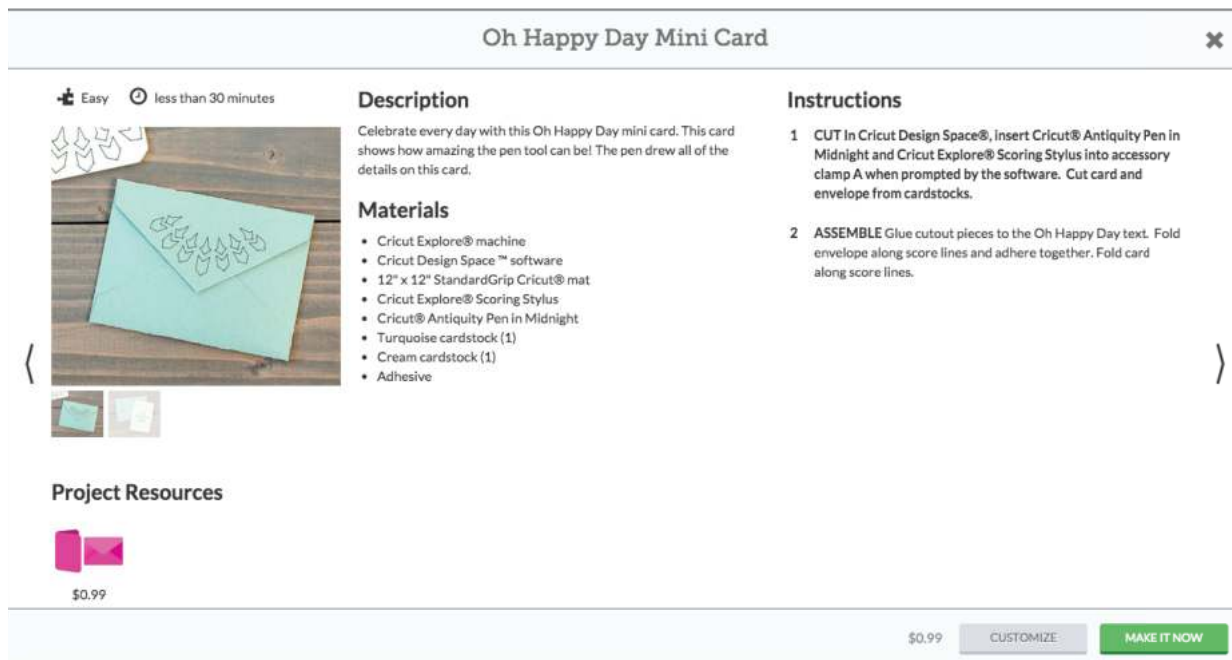
Customizing a Make It Now™ Project

Use any Make It Now™ project as inspiration for your project but feel free to customize the design to make it your own.

Step 1. The projects screen of Cricut Design Space gives has a variety of Make It Now™ projects to choose from. When you hover over a project, the name of the project appears on the screen. Click on the project you would like to make.
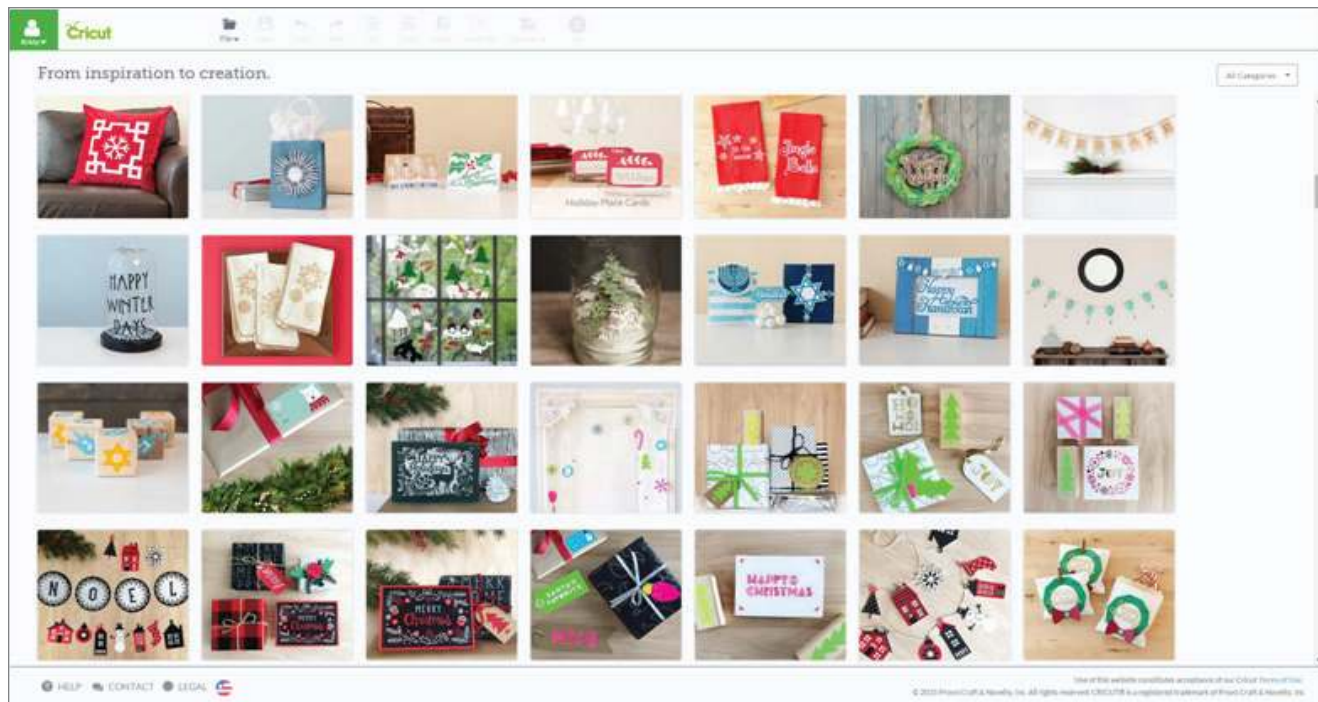
Customizing a Make It Now™ Project

Step 2. A window will open listing all the project details you will need to create the project including: project name, project description, difficulty level, estimated completion time, materials, instructions and image costs. Click on "Customize" to modify the design to make it your own.
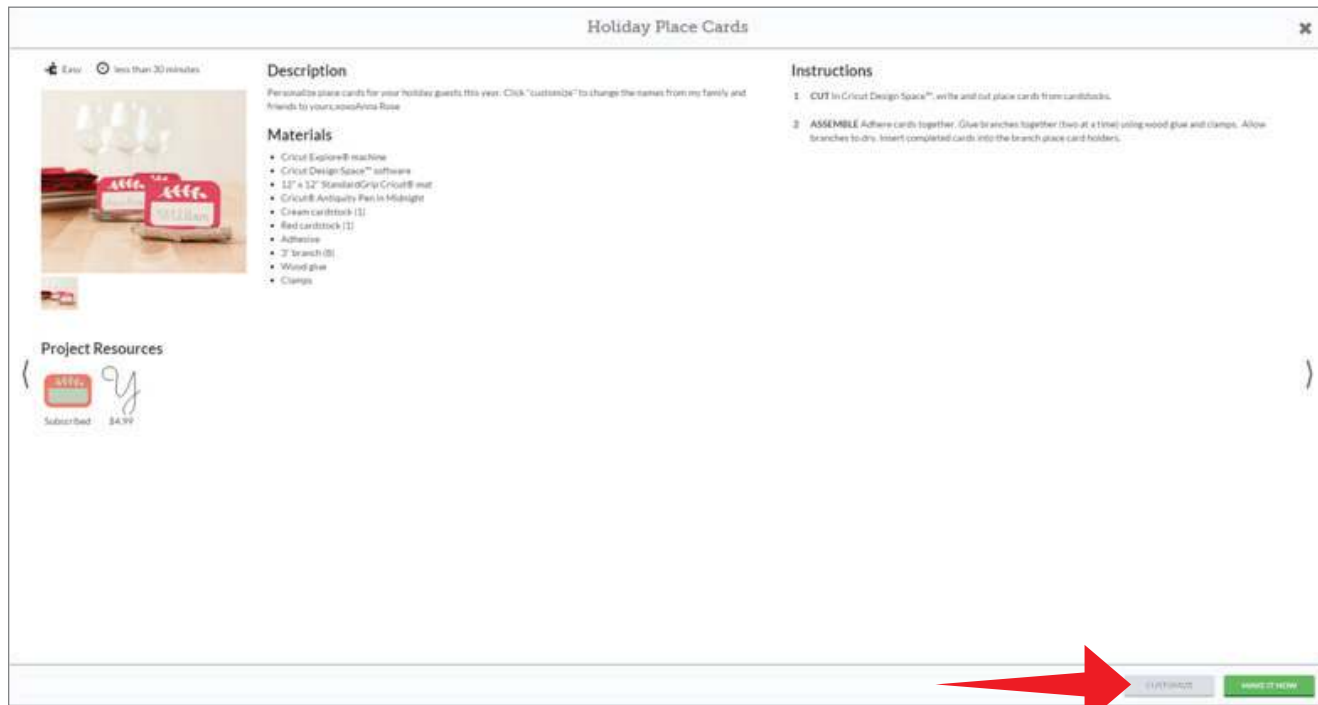
Step 3. You will be taken to the design screen. Adjust or add new images to the project file, as desired.
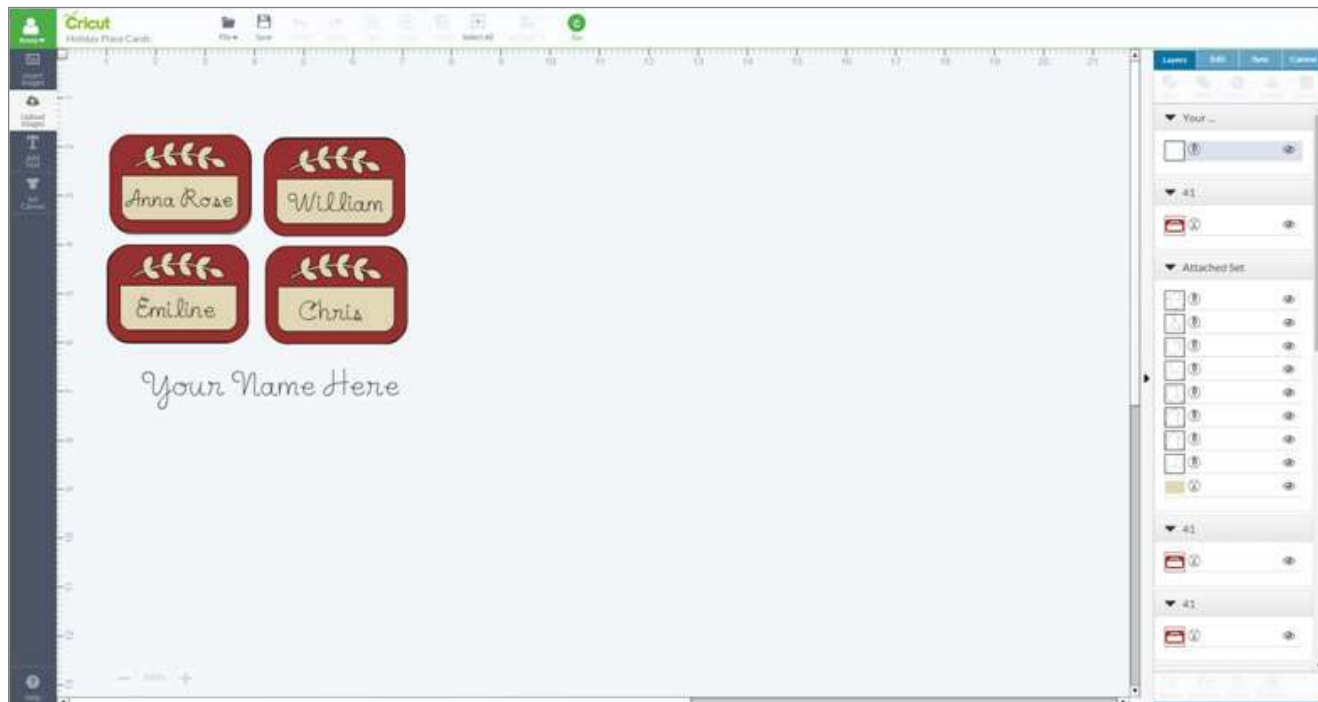
Creating a Make It Now™ Project

Tip: If you will be adjusting text, please keep in mind that you may have to ungroup as well as detach or un-flatten the image to make adjustments.

Step 4. Once your adjustments are complete, click "Save" to preserve the new design to your "My Project" files.
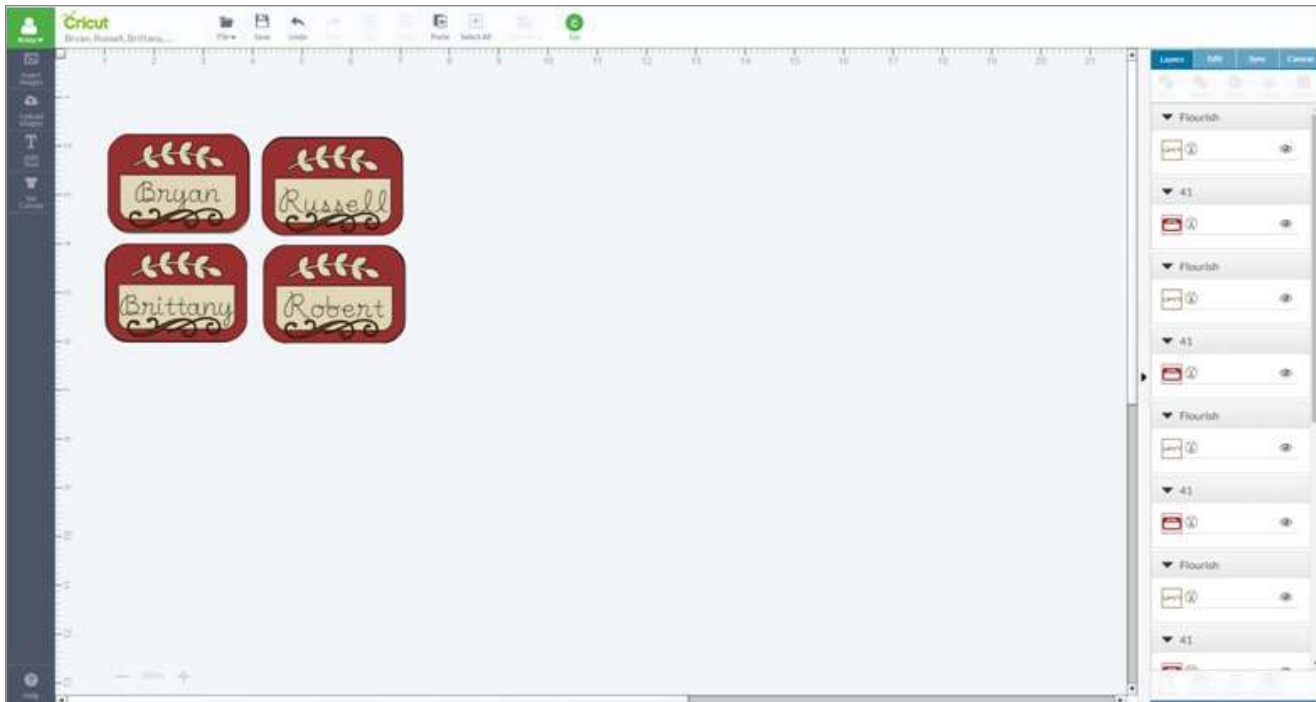
Tip: Once you have customized the project, the Make It Now project instructions may no longer apply to the project.

Creating a Make It Now™ Project

Step 5. Enter a name for your project then click, "Save." You will be returned to the design screen.
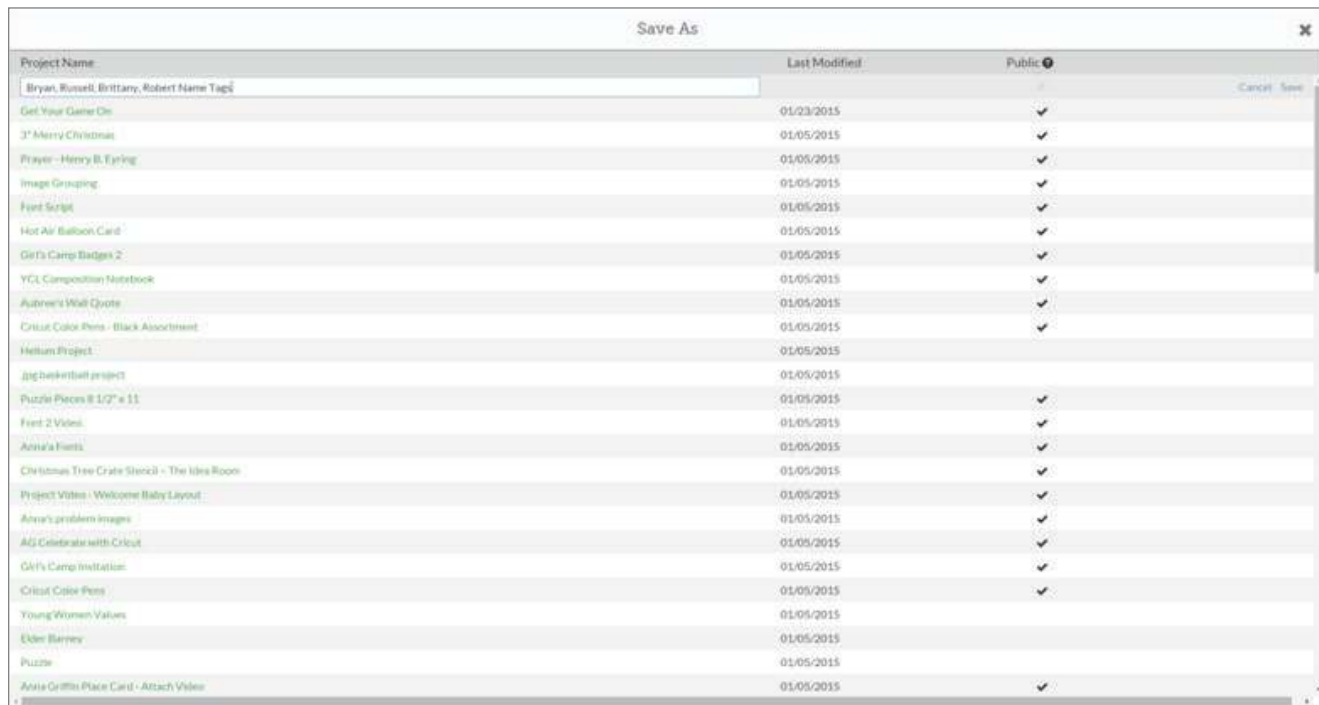
Step 6. From the design screen click "GO" to preview your project.
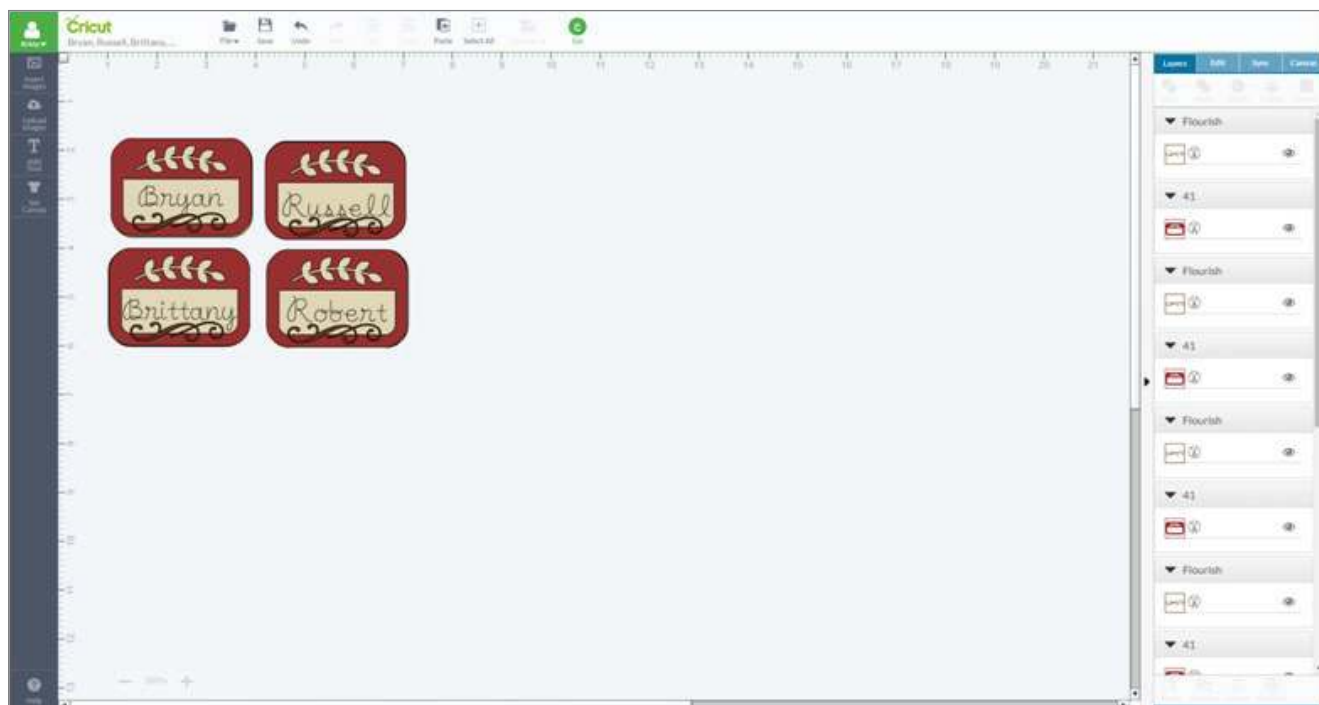
Creating a Make It Now™ Project

Step 7. You will be taken to the mat preview screen. All cuts will be separated by color onto different mats. Click "GO" to start cutting your project.
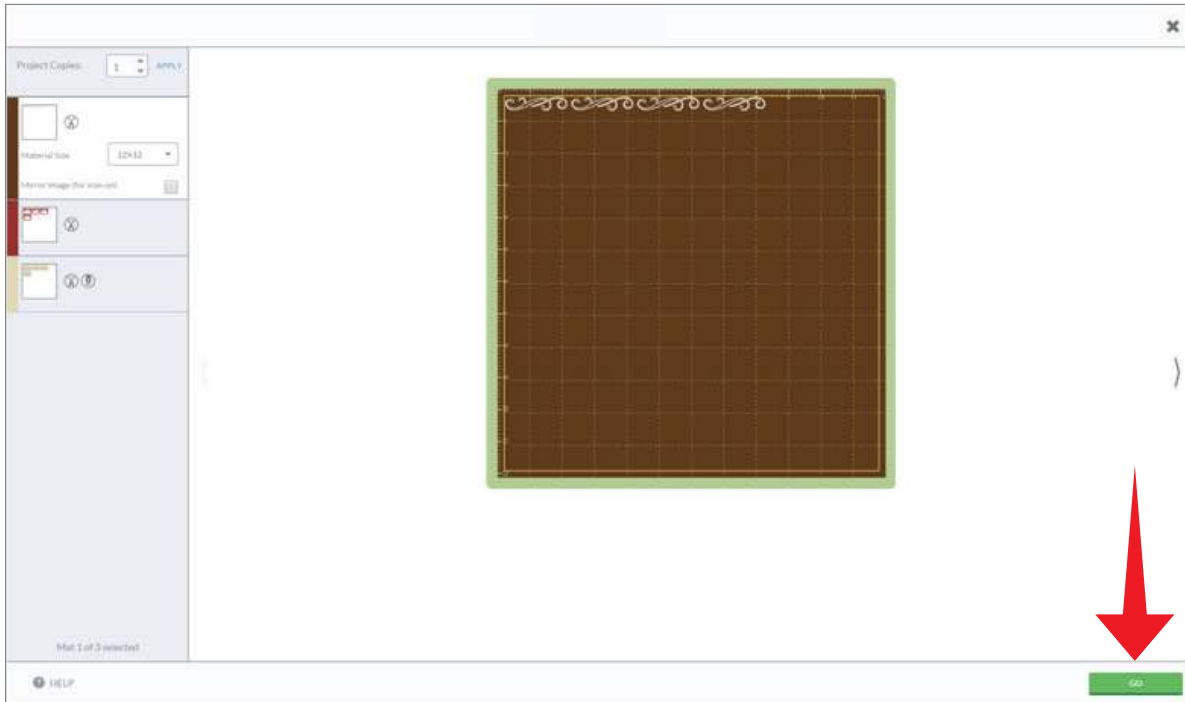
Step 8. Follow the on-screen prompts to load your cutting mat, set your dial and push "GO" on your machine for each of the mats shown.
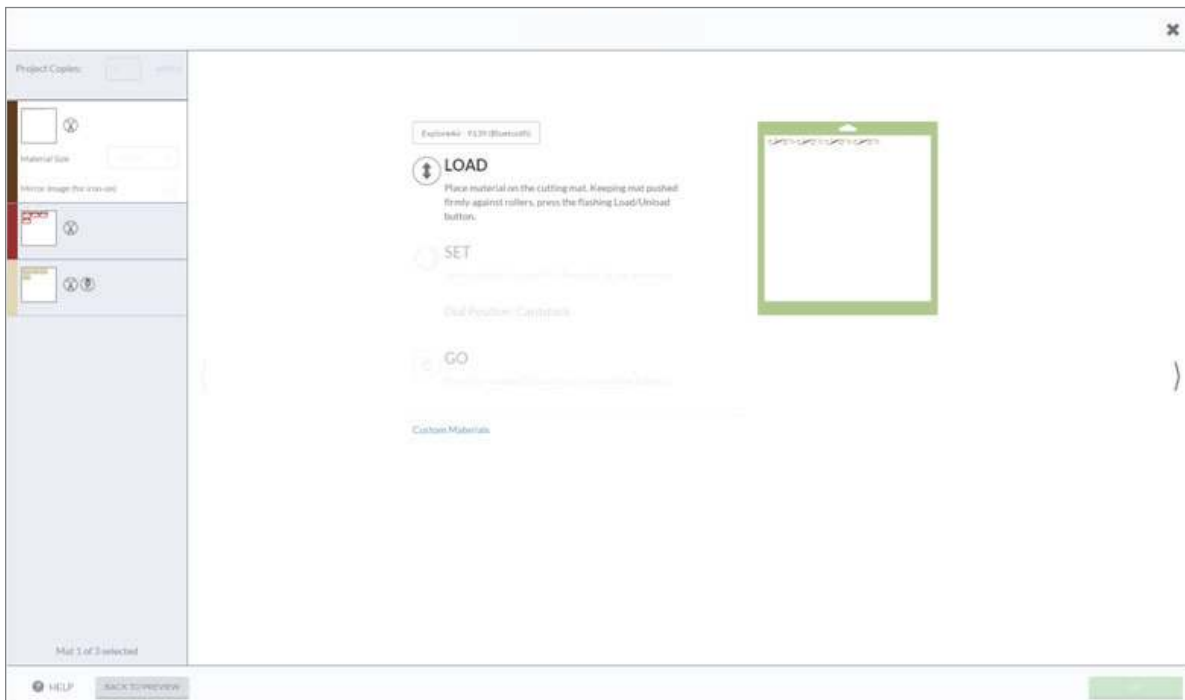
Starting a New Project

There are two ways to begin creating your own project in Cricut Design Space™.

Option 1.   From the Cricut Design Space™ project screen, click the blue "Create New Project."
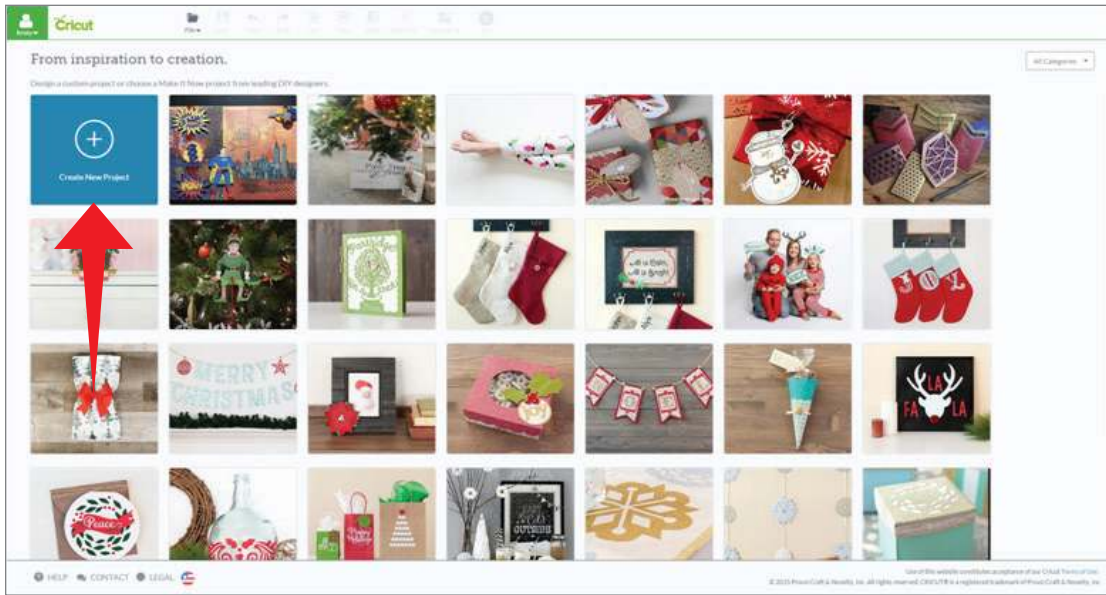
Option 2.   From the Cricut Design Space™ project screen, click the file drop-down menu and select "New."
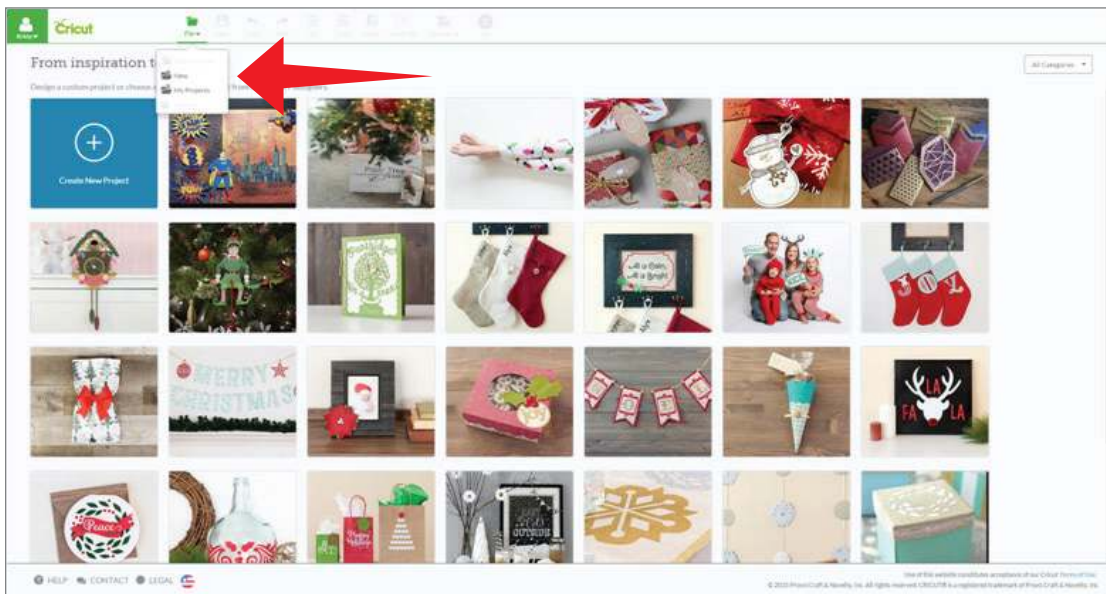
Starting a New Project

Both options take you to the design screen where your can begin creating your project.
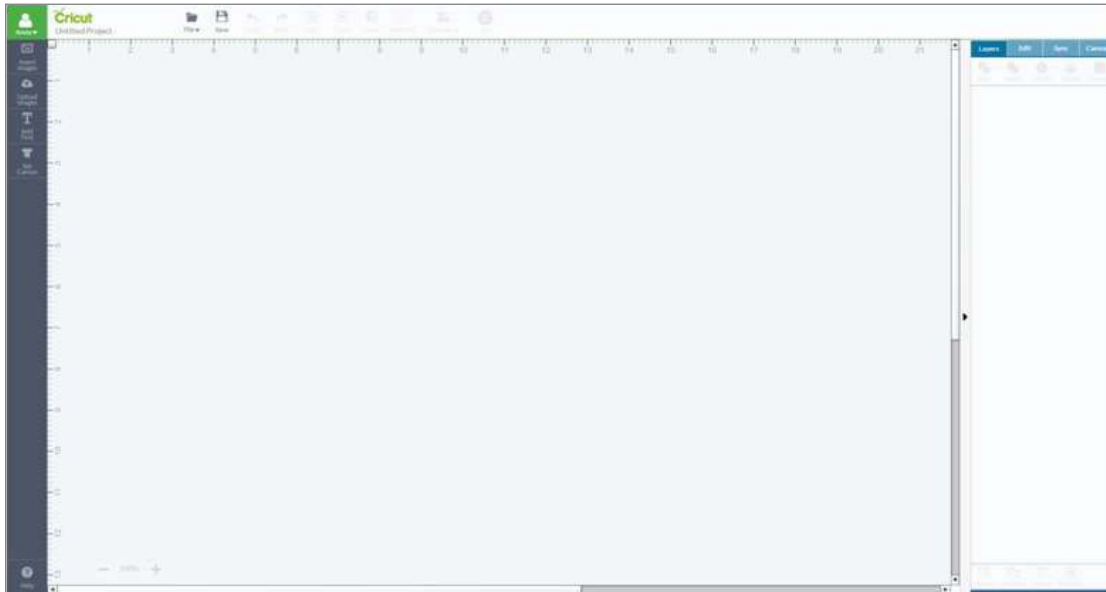
Tip: *You can also start a new project from the design screen by clicking the file drop-down menu and selecting "New."*

Saving a project

Step 1. Once you've signed in with your Cricut ID and started a new project (your own or one from Cricut®), you can save at any time. Choose "Save" or "Save As" to create a project file.

Save – Creates a project file. If the project has already been saved, clicking Save again replaces the original project file with updated information.
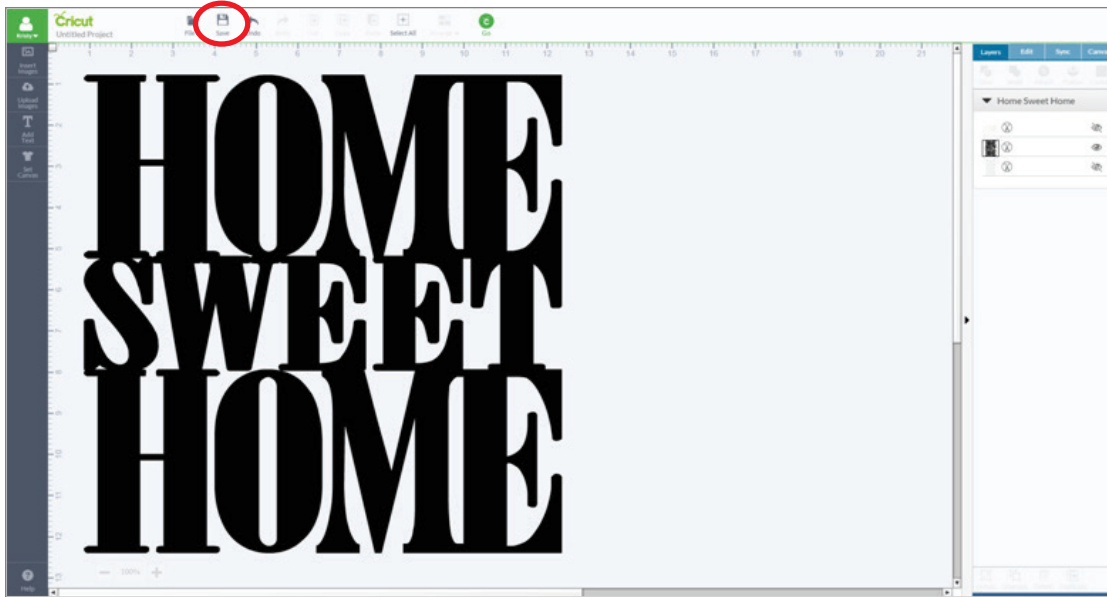
Save As – Makes a copy of the project file. You'll be prompted to choose a new name for this copy.
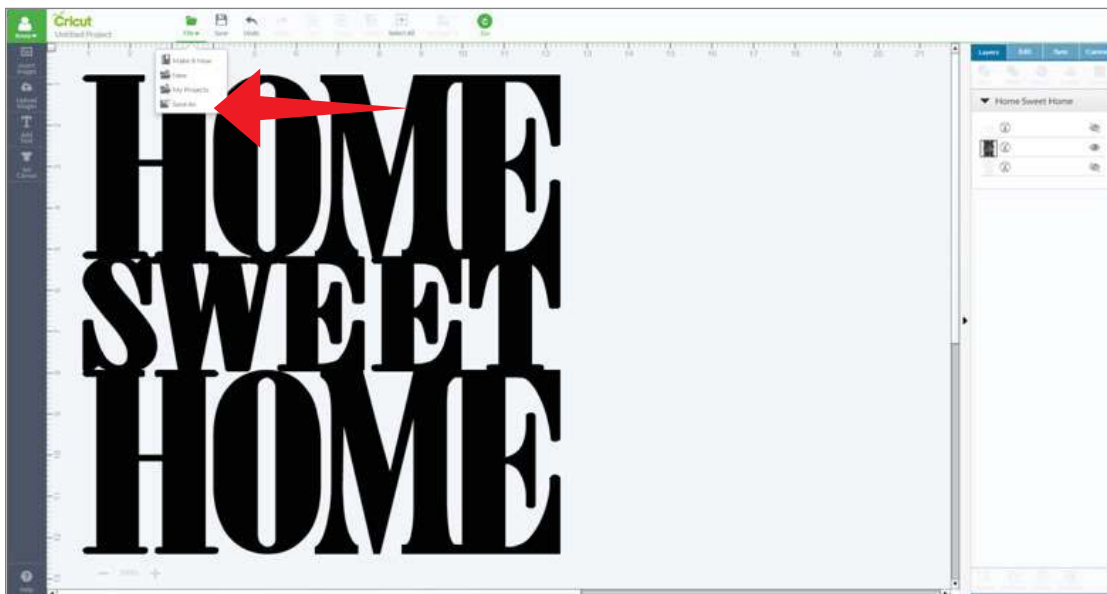
Tip: Use "Save As" when you want to keep one version of the project as-is while creating a new version of the project so you can change the design.

Saving a project

Step 2. The Save screen will open. Enter a name for your project and then click "Save."
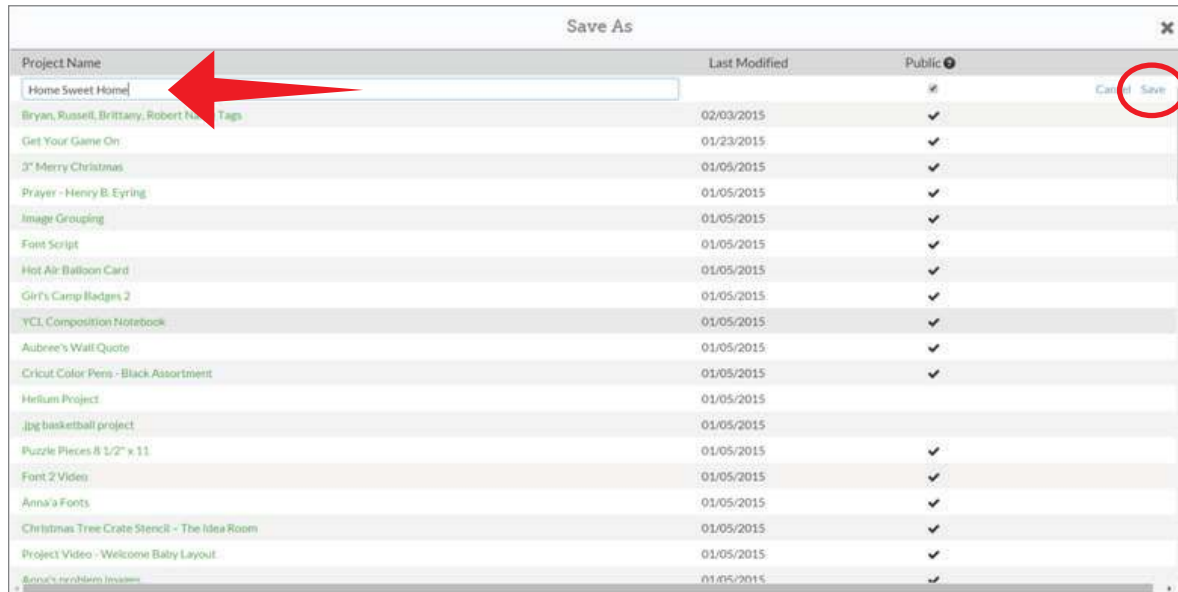
Step 3. After saving, you will return to the design screen. A message will inform you the project saved successfully. You will also see the project name under the Cricut logo at the top of the screen. You can continue designing your projects or click "GO" to begin the cutting process.
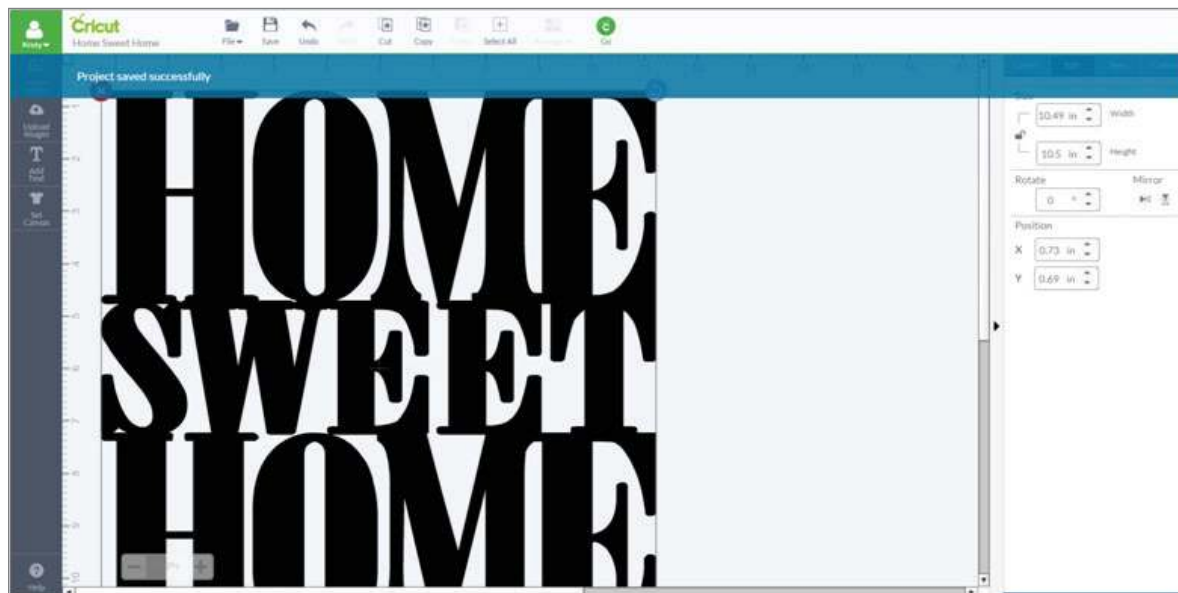
Tip: Once a project has been saved, if you click save again the screen will not change. The original file will be replaced with the updated information and a message will inform you the project was saved successfully.

Accessing saved projects

Step 1. To access a saved project, sign in with your Cricut ID and select "My Projects" from the File menu.
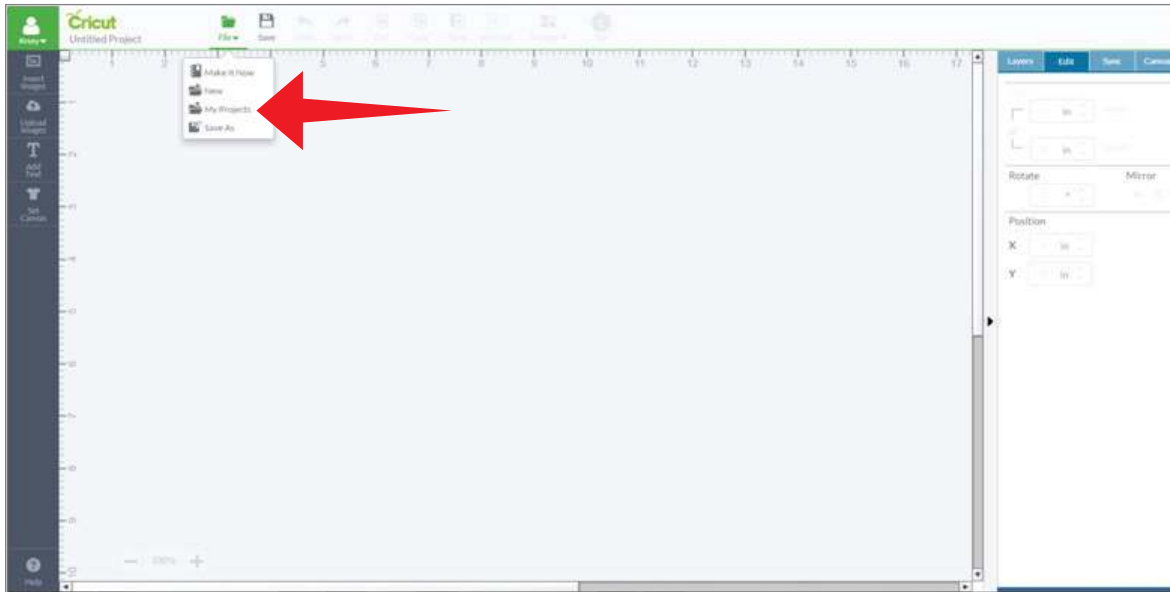
Tip: The File menu can be accessed from both the projects screen and the design screen.

Step 2. In the "My Projects" screen, you can edit the project details, delete the project, or double click on the project name to open the project on the design screen.

edit project details

delete project

Accessing saved projects

Edit project details – Change the name of your project or choose if this project can be made public.

Tip: If the public option is checked, you can copy and paste the URL to share the project with family and friends. If it is unchecked, only you can access your project from this account.

Delete project – Click the trashcan icon to remove the project from your library.

Tip: You'll be asked to confirm that you want to delete the project because it cannot be recovered once it's deleted.

Step 3. You will return to the design screen. You can continue designing your projects or click "GO" to begin the cutting process.

Sharing your projects

Cricut Design Space™ allows you to share your projects with friends and family.

Step 1. To share a project, make sure the project has been saved and then open the project on the design screen.
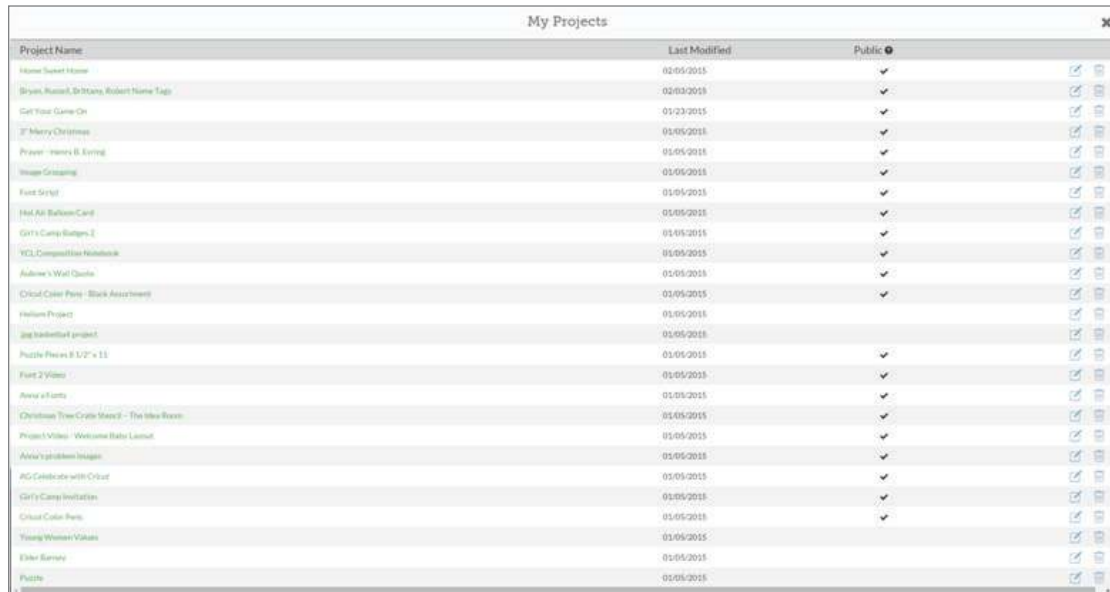
Step 2. To respect the intellectual property rights of others, projects containing Cut What You Want™ uploaded images and images that are no longer purchasable cannot be shared. You can see if your project is shareable by going to the file menu and selecting the "My Projects."

Sharing your projects

A project is sharable if you see a check mark under the column marked "Public". If it is unchecked, you can only access your project from this account.

Tip: *If you would like to restrict access to your projects, unclick the box under "Public."*

Step 3. Return to the design screen. Select the project's web address (URL) by clicking in the address bar of your browser to highlight the web address. Copy the URL with the keyboard shortcut "Ctrl-C" for PC users or "Command-C" for MAC users.
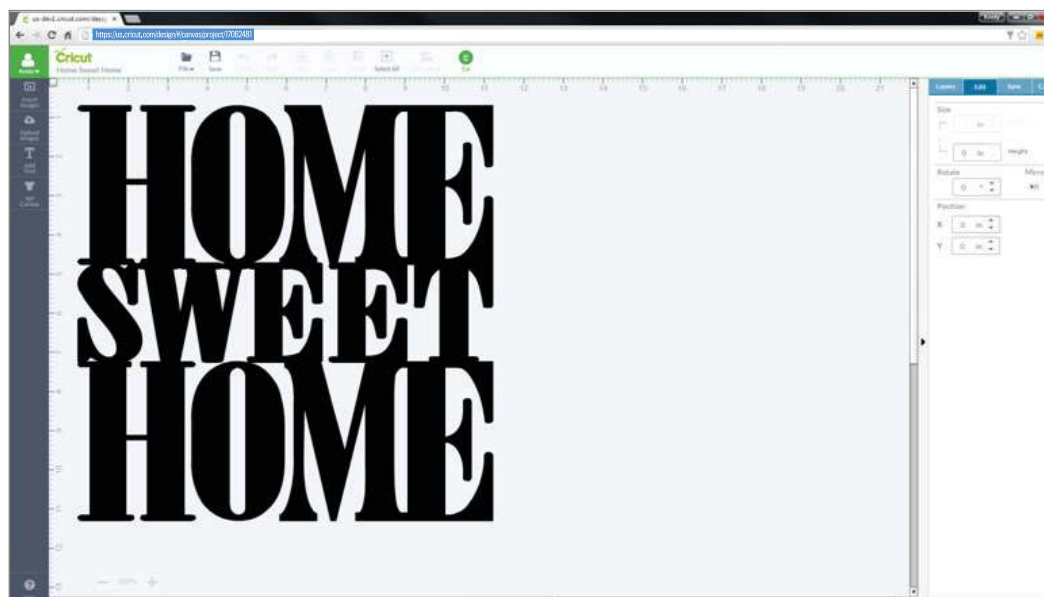
Sharing your projects

Step 4. Share the project with family and friends by pasting the URL in an email or your favorite social media site. Once you've copied the URL, you can paste it using the keyboard shortcut "Ctrl-V" for PC users or "Command-V" for MAC users.

Design Screen Overview

The design screen is where you'll design your projects. In the design screen, you can add and edit images and text. You can also set a project canvas, which doesn't cut but instead helps you visualize your final project.

Side Menu   Top Menu   Panel Menu

Grid On/Off button

Zoom In/Zoom Out
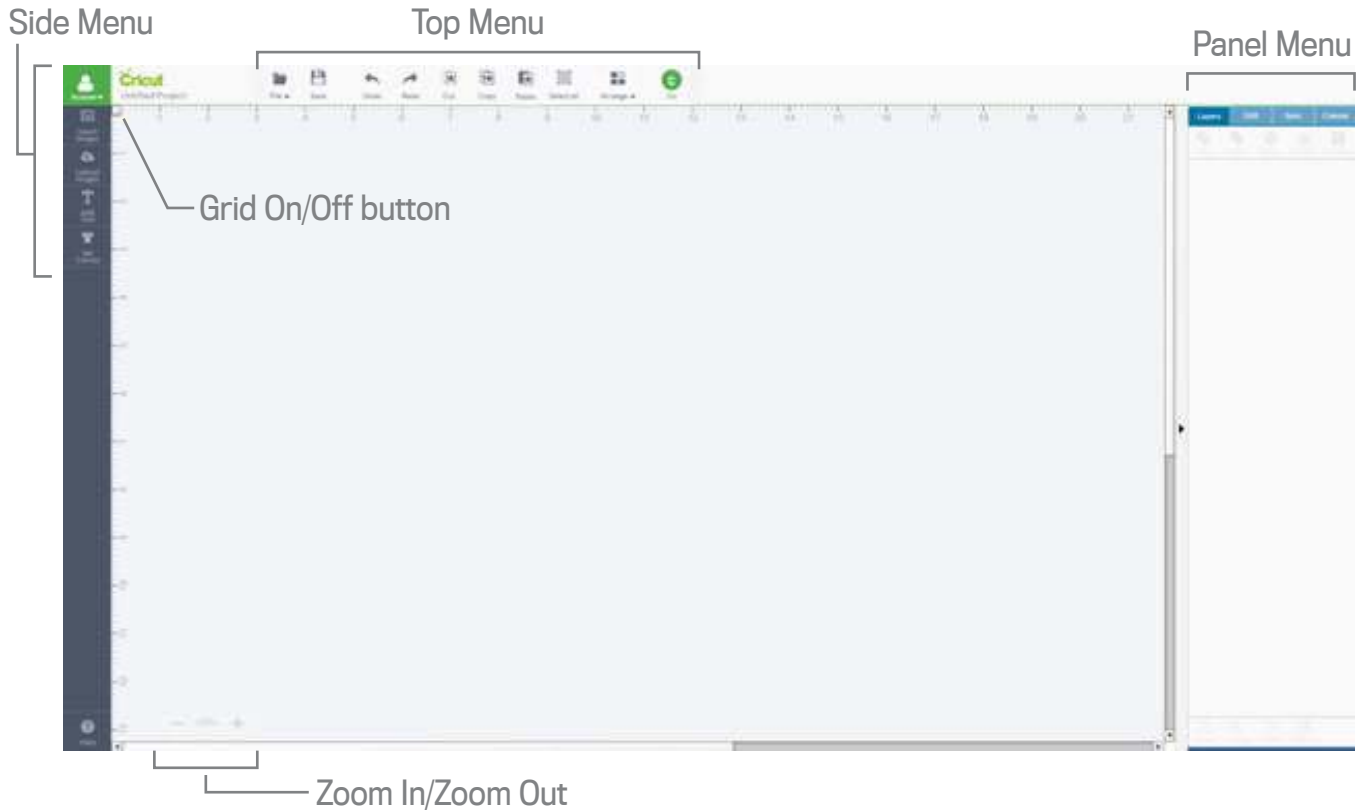
Side Menu

Cricut Logo – Click the Cricut® logo at any time to return to the Cricut Design Space™ project screen.

Account info – Sign in and out here. Upon sign in, access Machine Settings and Account Settings.

Design Screen Overview

Insert images – Browse, select and insert images from the Cricut Image Library, including your own uploaded images, to the design screen.

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

Add Text – Add words and phrases to the design screen.

Set Canvas – Add a project canvas to the design screen to visualize the finished project.

Help – Open a new window to online support. Access the user manual, watch helpful videos, and get answers to frequently asked questions.

Top Menu

File – Access project options: Choose a Make it Now™ project, create a new project, open your saved projects, and save or rename a new version of a project.

Make It Now – Return to the projects screen to access hundreds of unique pre-designed projects.

Design Screen Overview

New Project – create a new project from scratch.

My Projects – Open a project you previously saved.

Save As – Save and rename projects.

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

Undo – Undo previously performed actions.

Redo – Redo actions which have been undone.

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

Copy – Copy an image to the clipboard so you can paste a copy on the design screen at a later time.

Design Screen Overview

Paste – Paste a copied or cut image from the clipboard onto the design screen.

Select all – Select all images currently on the design screen at the same time.

Arrange – Change the order in which layers and images appear on the design screen, including send backward, bring forward, send to back and bring to front. Changes will be reflected in the Layer panel.

Move Backward – Move the selected image or layer, one layer backward in stacking order.

Move Forward – Move the selected image or layer, one layer forward in stacking order.

Move to Back – Send the selected image or layer to the back of the stacking order.

Move to Front – Bring the selected image or layer to the front of the stacking order.

Go – Proceed to the mat preview window to begin in the cutting process.

Design Screen Overview

Panel Menu

Layers

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.

Edit

Edit panel – Make changes to selected text, images, or layers. Edits include size, rotate, mirror, and position. For text, you can also change the font, alignment, letter spacing, and line spacing.

Sync

Sync panel – Use the Sync panel to sync up layer colors to reduce the number of mats in your project.

Canvas

Canvas panel – Add a project canvas to the design screen to help you visualize your final project. Define project canvas type, size, and color.

Arranging Design Panels

Cricut Design Space™ has four design panels that make it easy to edit and organize your projects and images: Layers panel, Edit panel, Sync panel and Canvas panel.

The design panels are docked on the right side of the design screen. You have the option to move and arrange the panels to suit your design needs.
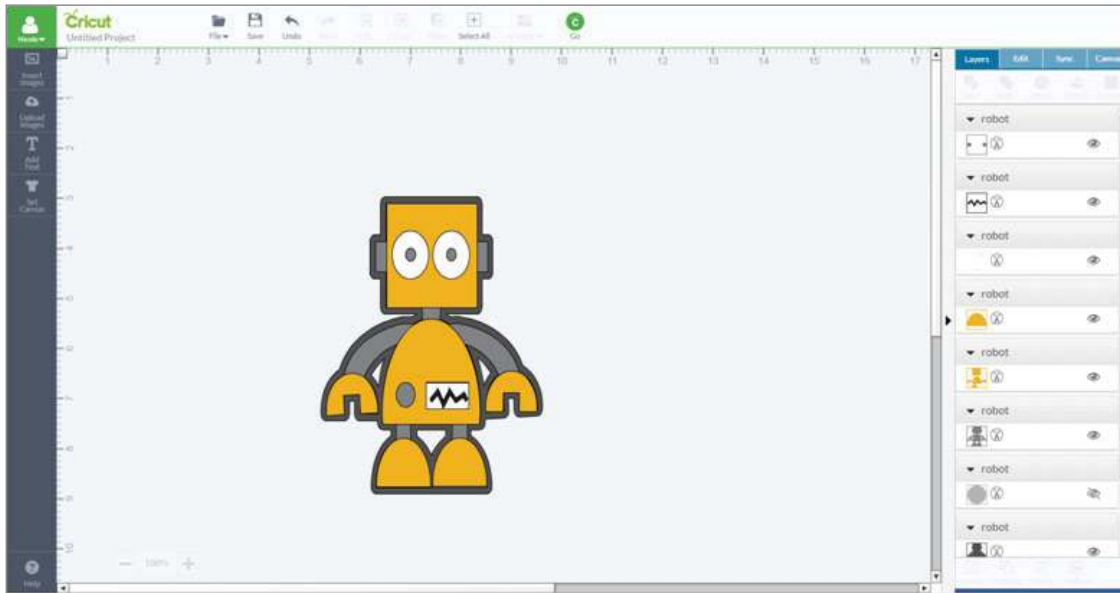
Option 1: Move design panels from docking area

Move a design panel from docked position by clicking the name of the panel you would like to move and dragging it to the desired location.
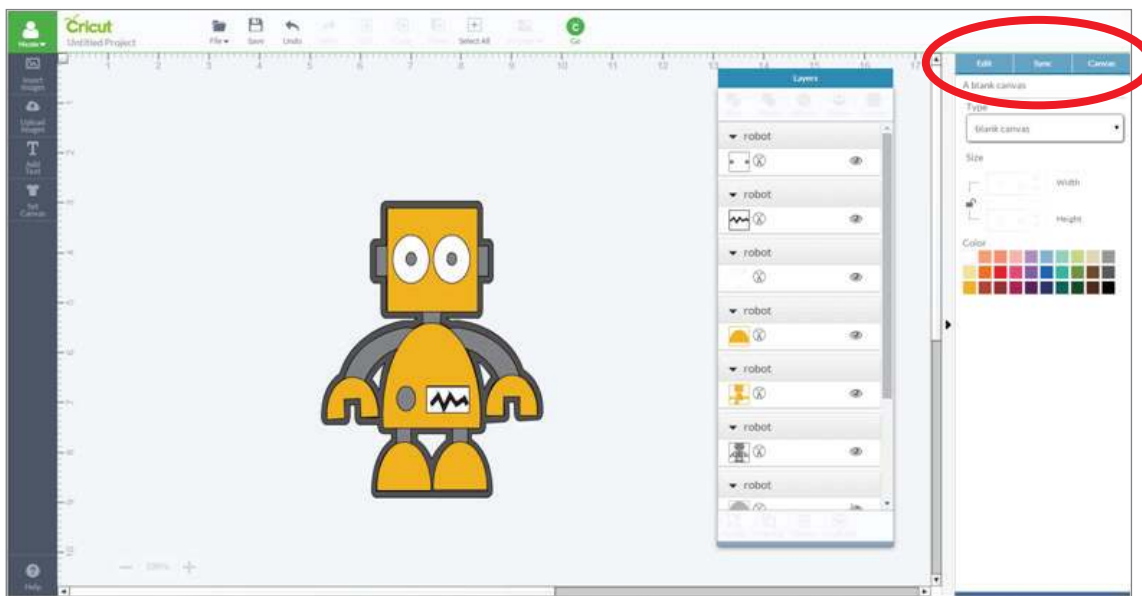
Tip: Once a design panel has been moved from the docking area, the height can be adjusted by dragging the bottom edge up or down.

Arranging Design Panels

Option 2: Hiding the design panel docking area

Click on the arrow next to the design panel dock to hide all docked panels.
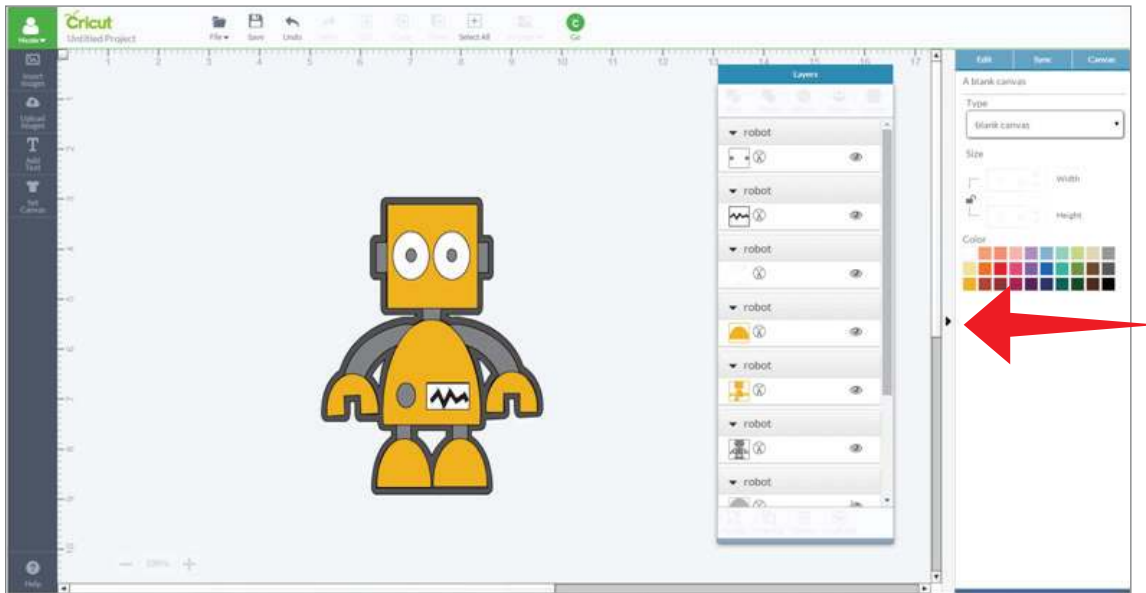
Clicking the arrow again will expose the docked panels.
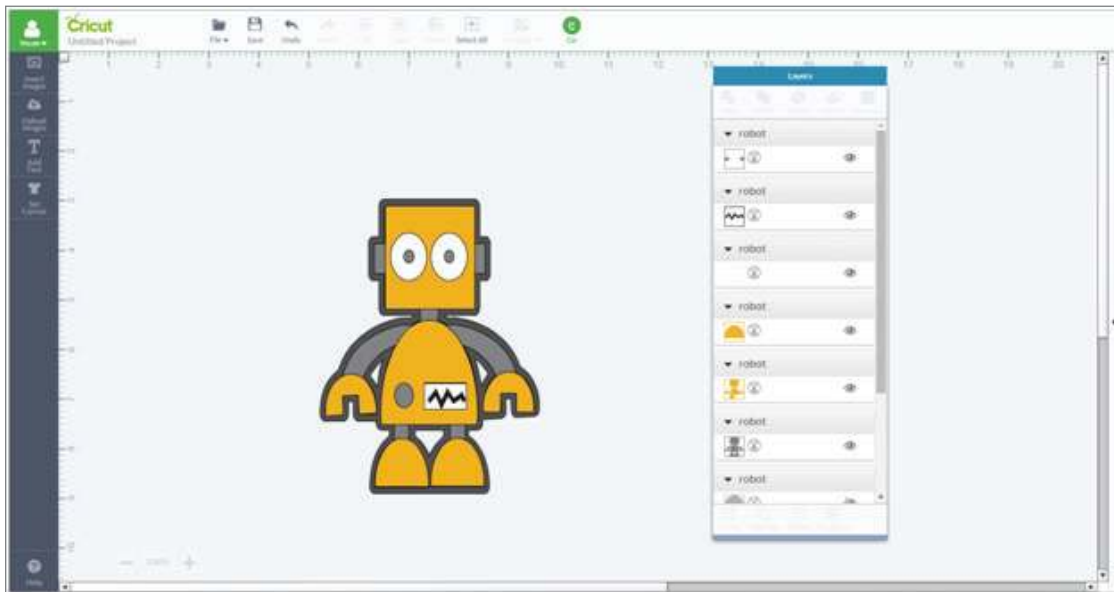
Arranging Design Panels

Option 3: Stacking design panels in the docking area.

Design panels can stack in two levels in the docking area: the top section and the bottom section. To stack panels within the docking area, click and drag the name of the panel you would like to move until a yellow box appears. Then, release the panel.
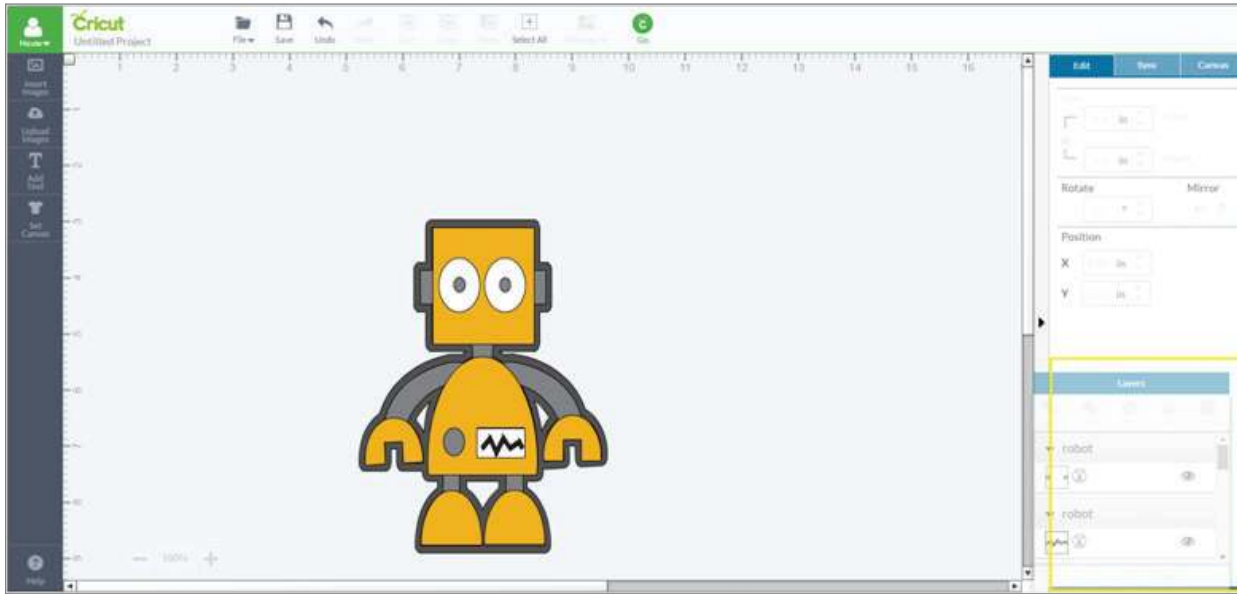
Move more than one panel to the upper or lower part of the docking area.
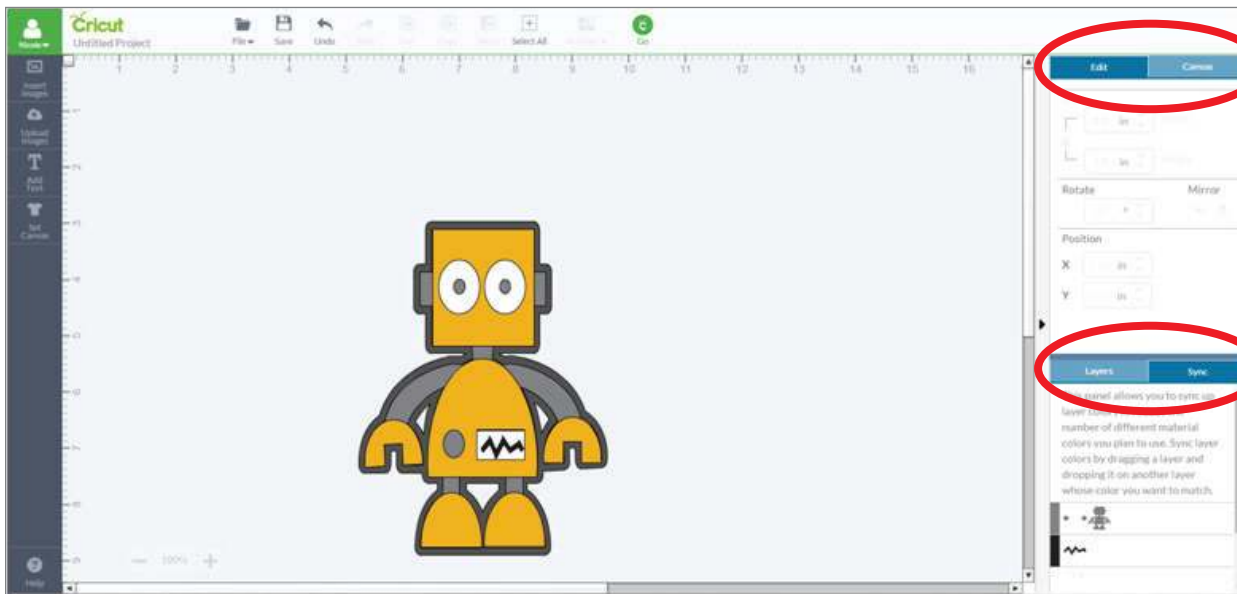
Arranging Design Panels

Make the top or bottom panel longer or shorter, by dragging the line between the two panels.
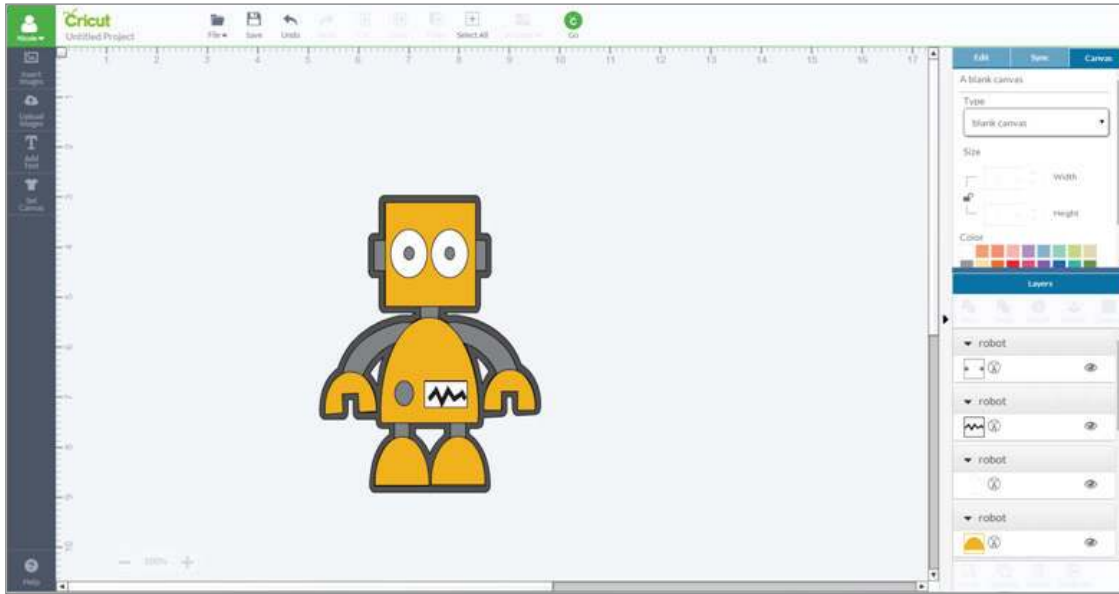
Move panels back to original position, by clicking the name of the panel and drag it until the yellow box appears in the top section of the docking area. Then, release the panel.
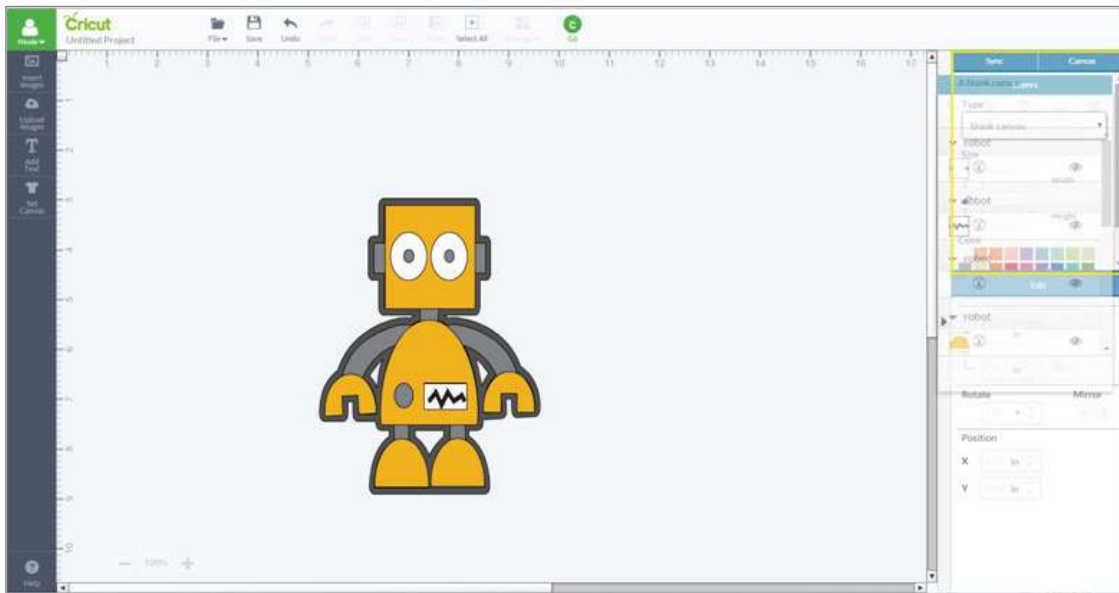
Layers panel

Use the Layers panel to access image design tools such as: slice, weld, attach, flatten and contour. Also make changes to image layers such as: hide, unhide, group, ungroup, duplicate, and delete. Open the Line Type panel to define layer line type, and layer color.
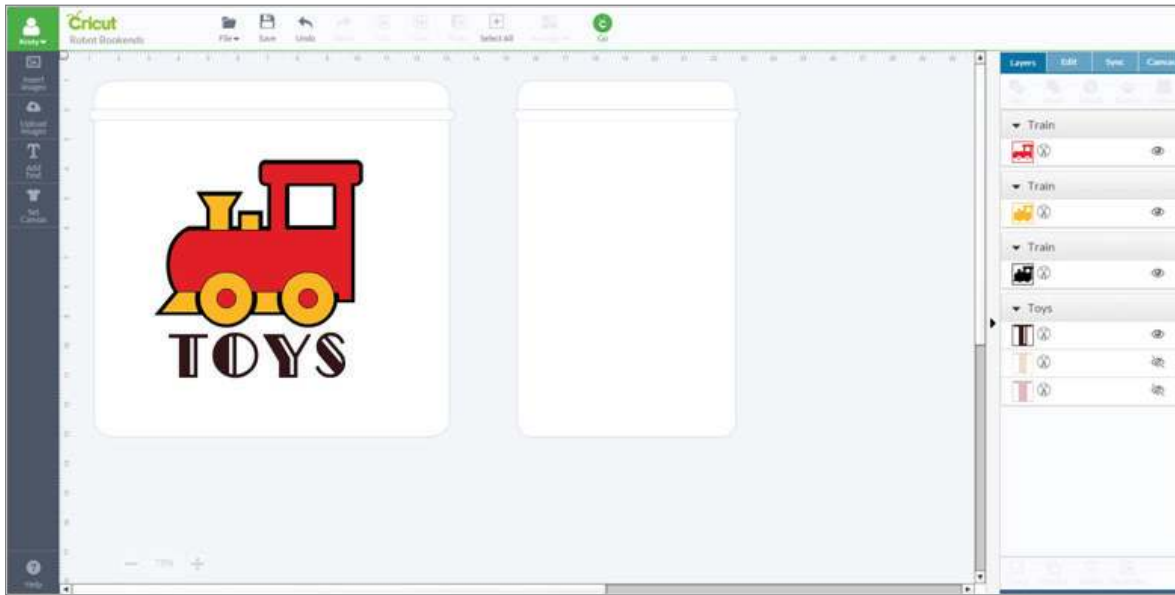
Slice – Split two overlapping layers into separate parts.

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

Attach – Hold your cuts in position so that images on the cutting mat will appear exactly as they show up on the design screen. Attach can also fasten a draw or score layer to a cut layer to tell the machine on which image layer the text, or score line should be placed on.

Layers panel

Detach – Separate attached layers so they are no longer connected and will cut or draw 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 printable layers.

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

Hidden Layer – Layer is hidden from view on the design screen. Click to unhide layer. Hidden layers will not cut, print, write, or score.

Visible layer – Layer is visible on the design screen.

Group – Group multiple layers, images, or text together so they move and size together while working with them on the design screen (will not affect how images are laid out on the cutting mats). All multi-layer images are added to the design screen as a group.

Layers panel
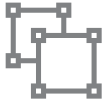
Ungroup – Ungroup a set of layers, images, or text so they move and size independently from one another on the design screen (will not affect how images are laid out on the cutting mats). Ungrouping text allows you to move and resize each layer of text independently, but keeps the letters grouped together.

Duplicate – Copy and paste an image in one step to create multiples of the same image.

Delete – Remove selected item from the design screen.

Line Type fly-out – Open the Line Type fly-out by clicking on an image preview or line type icon in the Layers panel. Use the Line Type fly-out to define if the image layer will cut, write, score or print; choose Basic Colors or adjust colors with the Custom Color Picker.

Tip: Selecting a color is a visual representation of how the finished project will appear, but shapes will be cut from the material you load on the mat. Cut images with the same color will be placed on the same mat.

Layers panel

Cut – Set the layer to cut.

Write – Set the layer to write.

Score – Set the layer to score.

Print – Turn a layer into a printable layer which will be printed on a printer and then cut on the Cricut® machine. Use flatten to make the entire image print as an object.

Basic Colors

Basic Colors – Select from a sampling of preselected colors which match the Cricut Card stock.

Layers panel

Custom Color Picker

#f2b31b
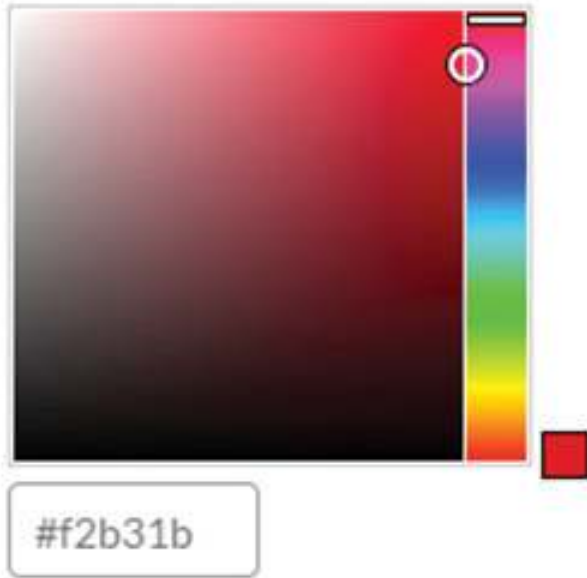
Custom Color Picker – Allows you to select a color from any spectrum or hue, you can also use hex values to select a specific color.
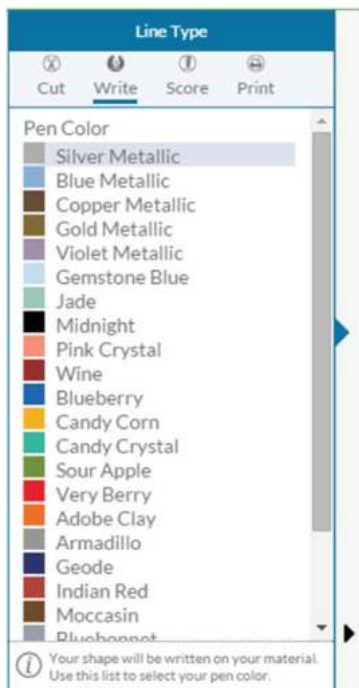
Pen Color – Choose from a list of the Cricut pens colors.

Image Edit Panel

Use the image Edit panel to make changes to selected images, or layers. Edits include size, rotate, mirror, and position.
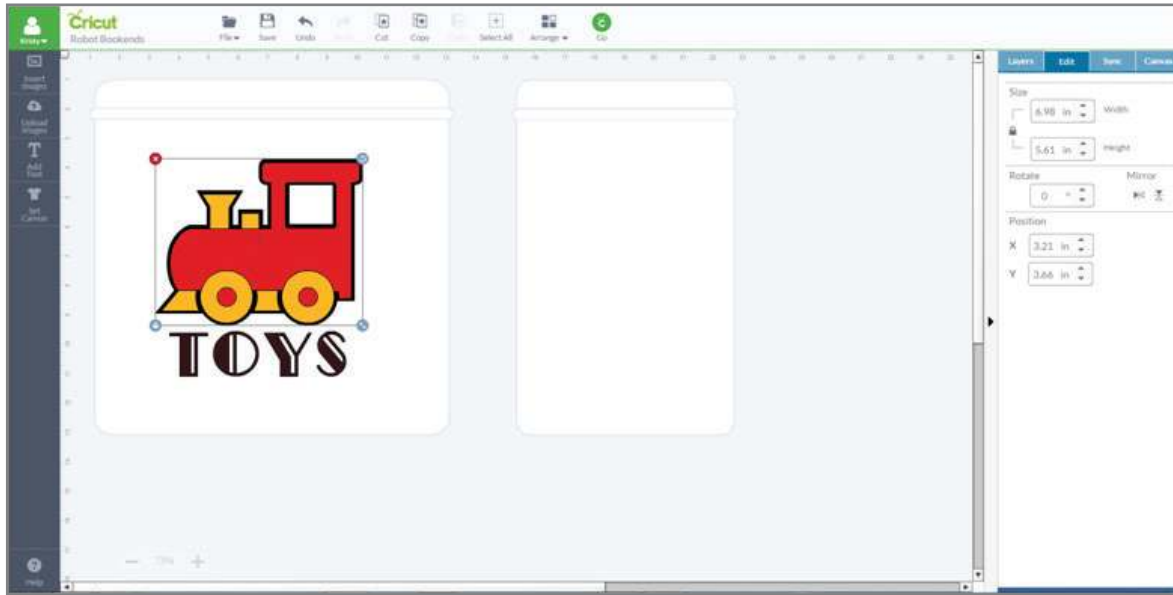
Lock – Lock the aspect ratio so image size changes in proportion.

Unlock – Unlock the aspect ratio so you can stretch horizontally or vertically without keeping proportions the same.
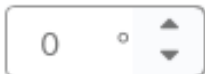
Rotate – Adjust the angle of rotation of the selected object.

Image Edit Panel

Mirror Horizontal – Flip an image horizontally.

Mirror Vertical – Flip an image vertically.

Horizontal Position – Position an image horizontally from the top left corner of the design screen to the top left corner of the image bounding box.

Vertical Position – Position an image vertically from the top left corner of the design screen to the top left corner of the image bounding box.

Text Edit Panel

Use the Text Edit panel to make changes to text. From the Text Edit panel, you can choose a font, font style, and size. You can also adjust the text alignment, turn the text into image layers, change the space between letters or lines of text, modify the size of the text, rotate it, and change its position.

Font Filter Menu
Font Type Menu
Font Style Menu
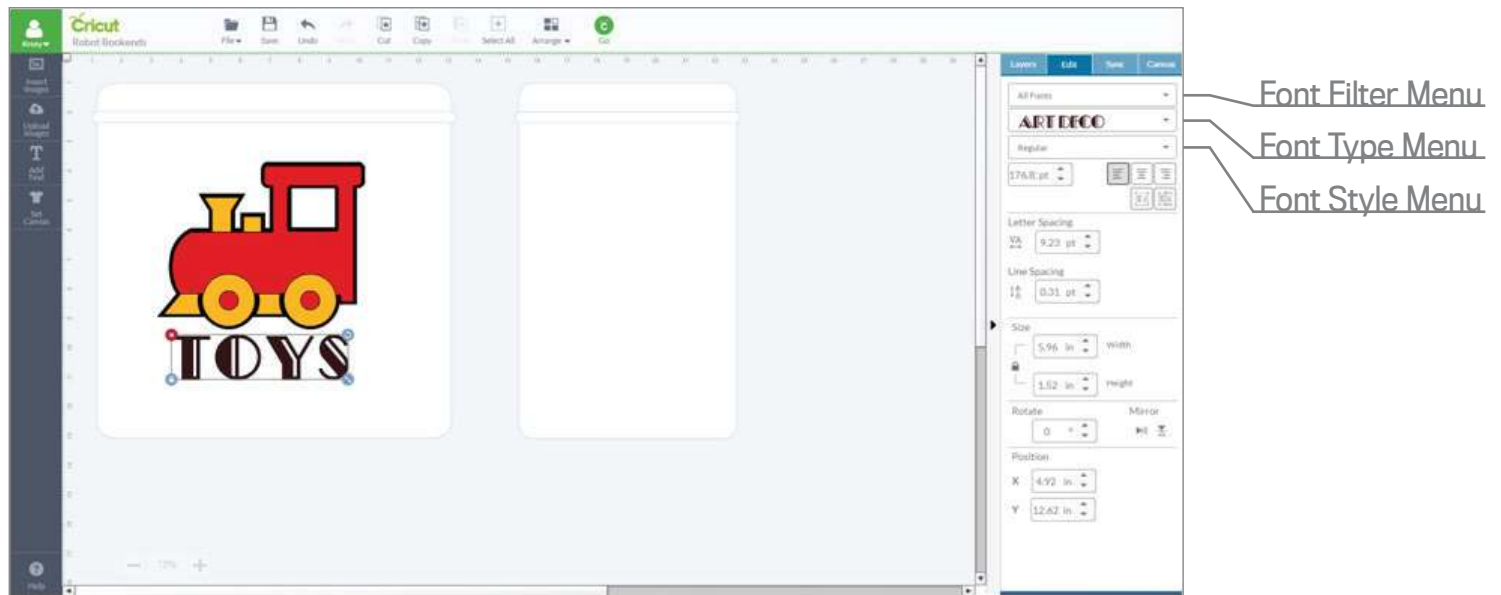
Font filter menu – Filter the fonts by category to change which fonts appear in Font Type menu.

- **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 only have 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.

Font Type Menu – Displays fonts based on the chosen font filters. Scroll through fonts for different choices; click on a font to apply to the selected text.

Text Edit Panel

Regular ▼

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

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.

Distribute Letters to Layers – Ungroup multi - layered 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 conterted to an image.

Isolate Letters – Ungroup letters in a text box so that each letter grouped with its layers 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.

Text Edit Panel

VA

Letter Spacing – Adjust the space of each letter within a text box.

Line Spacing – Adjust the space between each line within a text box.
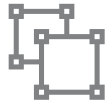
Ungroup – Align text along the right side of the text box.

Sync panel

Use the Sync panel to consolidate colors of a project in order to reduce the number of different materials you plan to use. You can sync layer colors by dragging an image layer and dropping it on another layer whose color you want to match.

Example

Prior to syncing color, the word "Toys" is brown and the train shadow is black.
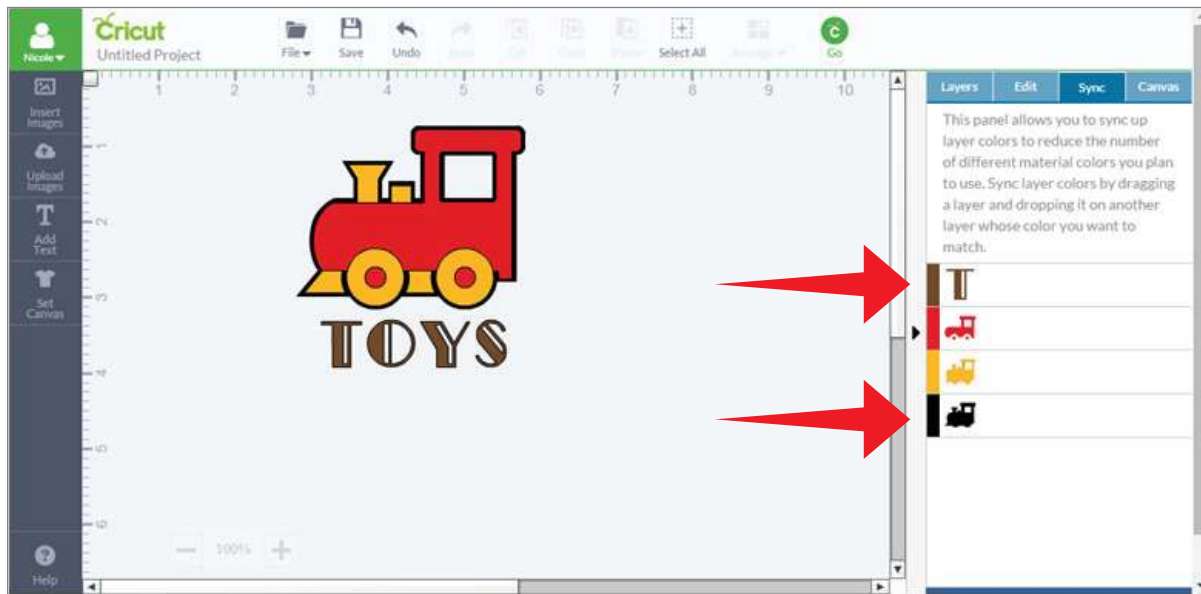
Change the color of the word "Toys" by dragging the "T," the first letter of the text, next to the black train in the Sync panel.
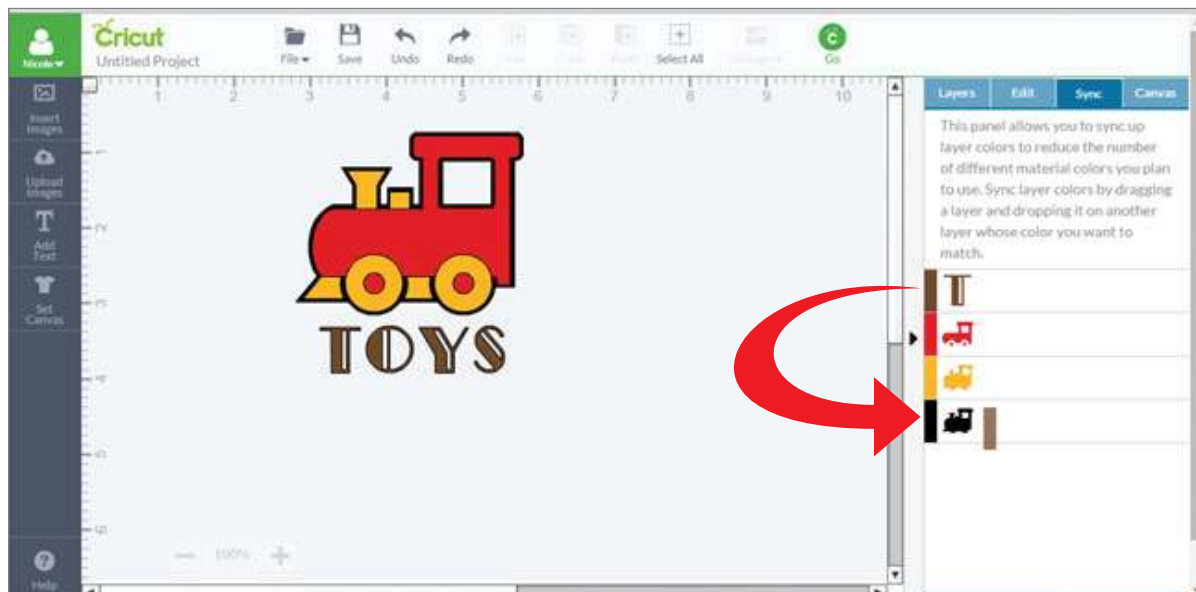
Sync panel

The word "Toys" syncs with the train's shadowing color and both are now black.
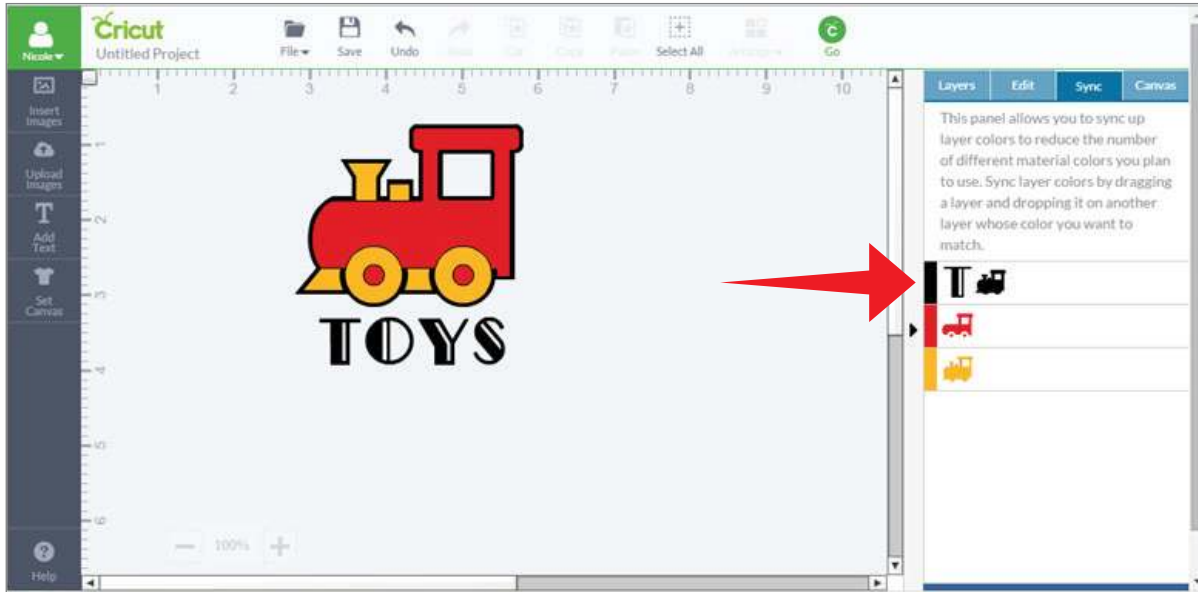
Tip: *You can drag individual icons between colors or choose an entire line by dragging the small color bar next to the icons to another color row.*
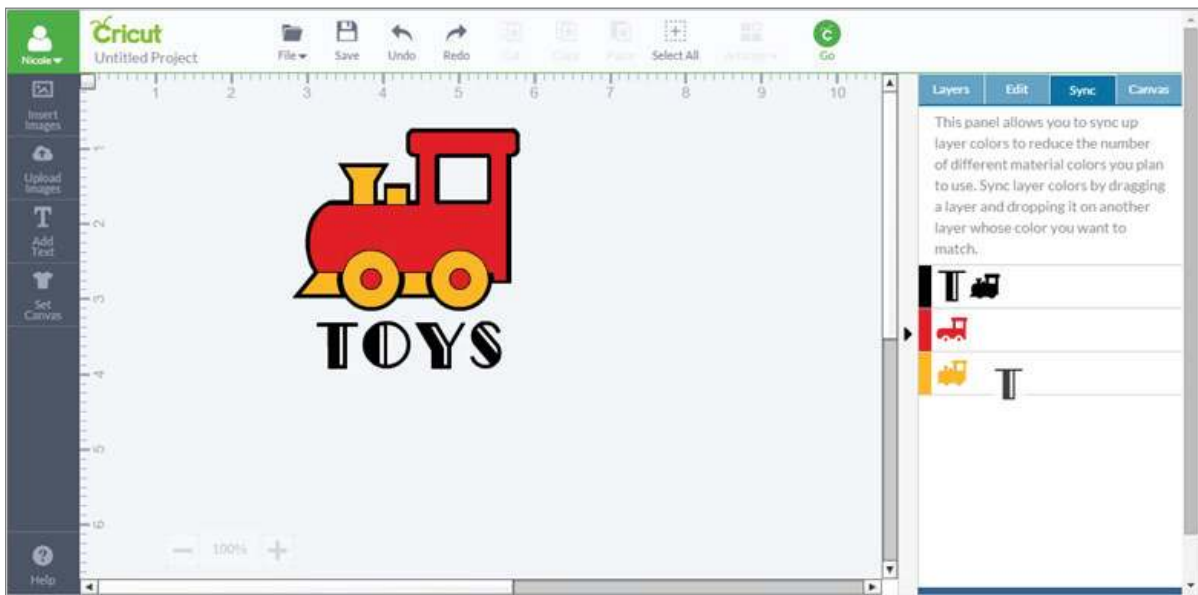
Canvas panel

Use a project canvas on the design screen to help you visualize your final project. The Canvas panel helps you refine a project canvas and adjust its type, size, and color to match those of your project.

Tip: The project canvas is a visual representation of your project and will not cut. To select the canvas, click "Set Canvas" on the left side of the design screen.
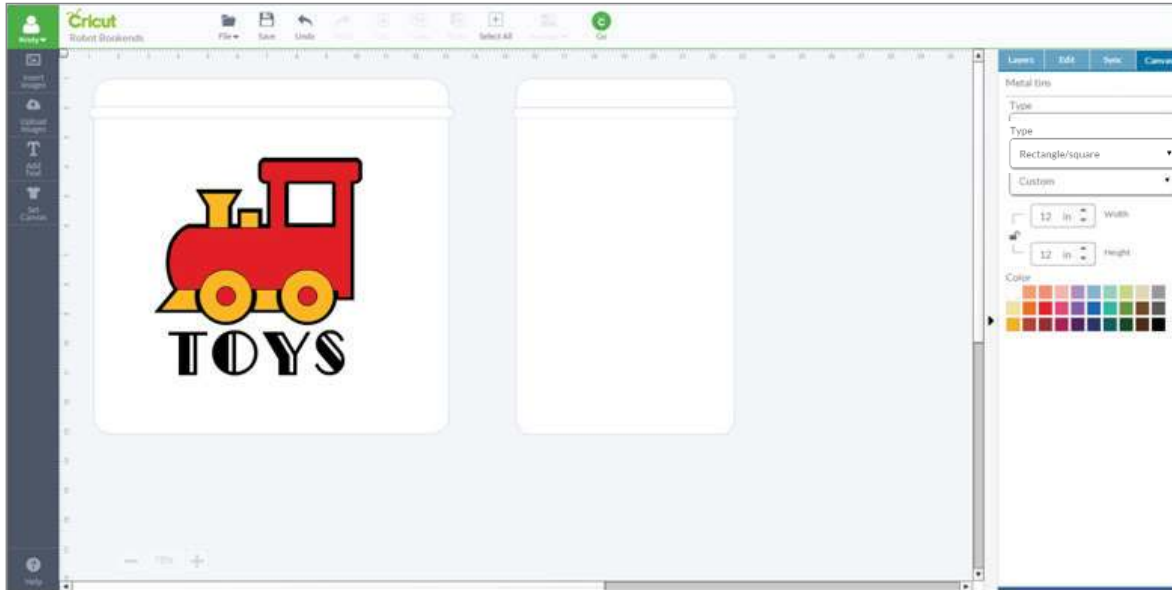
Type – Set a canvas from one of the many canvas categories, and then refine the canvas type to match your project so as you create, you can also visualize the final design.

Size – Adjust the height and width of the project canvas to match the height and width of the final project. You can choose from preloaded sizes or customize it.

Canvas panel

Color

Color – Choose a color for the project canvas that most closely represents the project's color.

Project canvases

Use a project canvas on the design screen to help you visualize your final project. Project canvases do not cut, but act as a guide to help you see how the finished project will appear before you cut. The Canvas panel helps you choose a project canvas and adjust its size and color to match your project.

Side Menu

Step 1 To use a project canvas in Cricut Design Space™, click the Set Canvas button on the left side of the design screen.

Tip: If you want to create as though you are designing on a cutting mat, use a Basic Canvas to visually represent a 12" x 12" cutting mat.
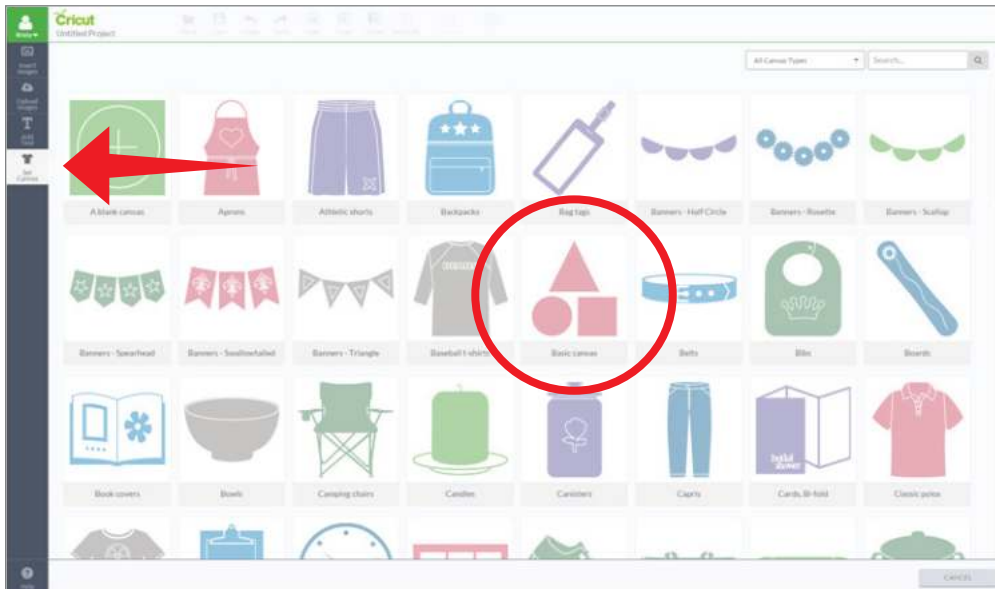
Project canvases

Step 2 Filter the available project canvases using the Canvas Type menu at the top of the screen.
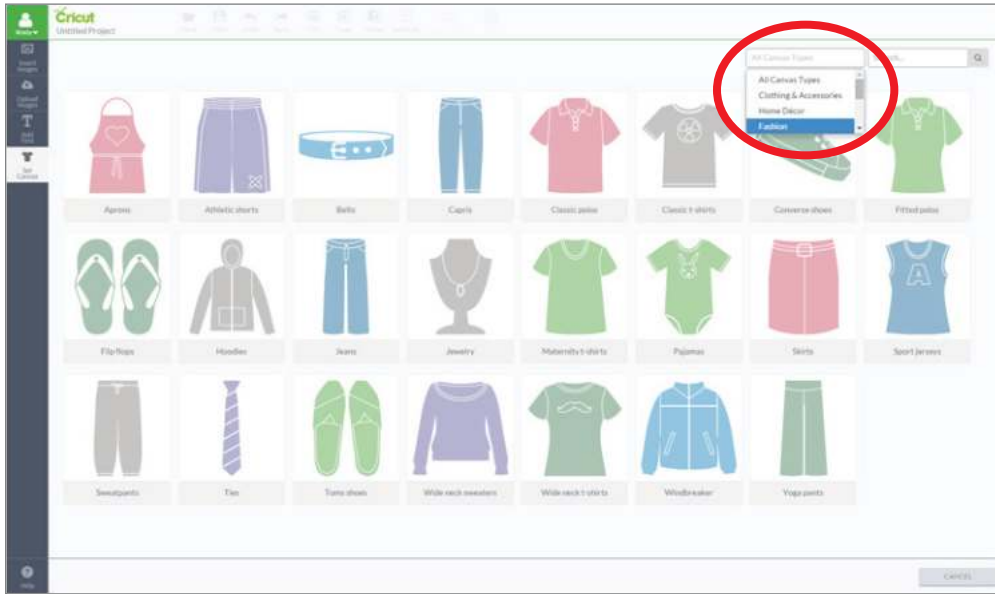
Tip: You can also enter a keyword or phrase into the search field to narrow the canvas types.
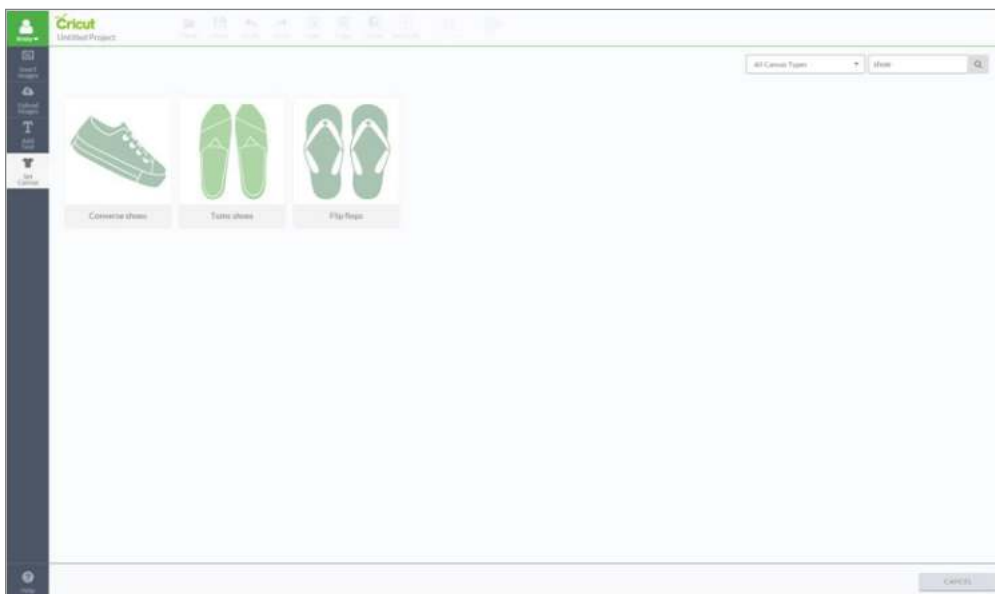
Project canvases

Step 3 Select a project canvas by clicking on the tile that most closely represents your project type. Once you click on the canvas, it will automatically be added to your design screen.
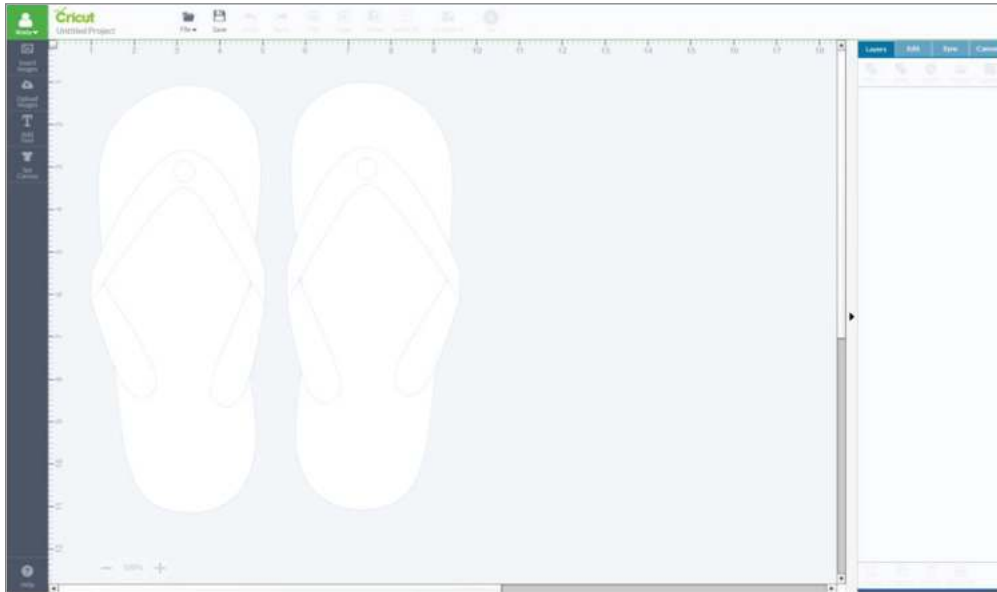
Step 4 Use the Canvas panel to adjust your project canvas's type, size and color to match those of your project. As you make changes on the Canvas panel, the selections automatically update on your design screen.
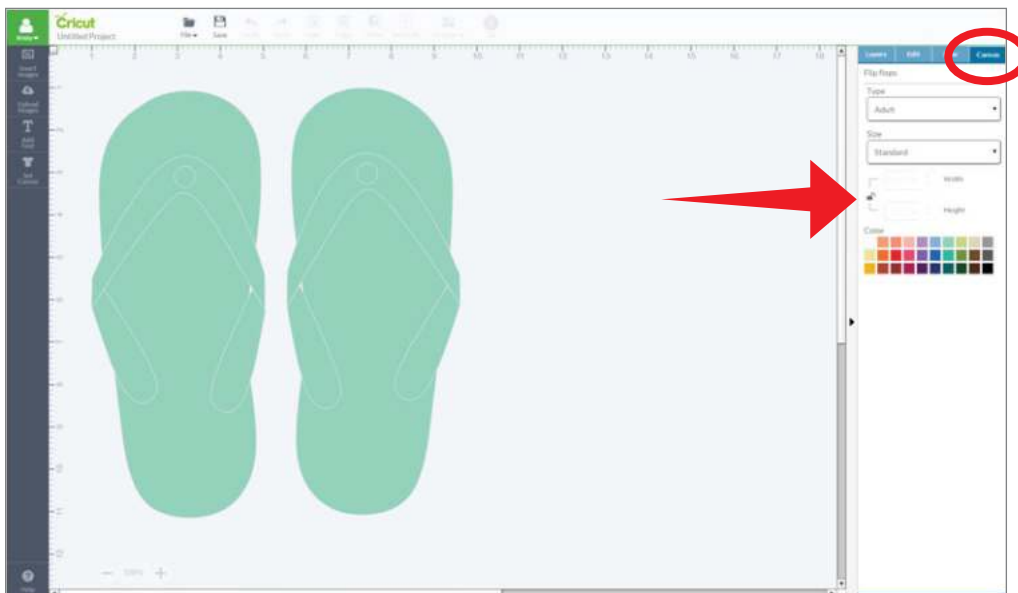
Tip: To select a specific size of your canvas, click "Custom" in the Size menu. If you would like to adjust the height and width separately, unlock the aspect ratio.

Insert Image Overview

The Cricut® Image Library contains over 50,000 images, with more being added all the time. You don't need to own an image to try it out—Cricut Design Space™ allows you to design with an image before you buy so you can make sure it will work on the project.

Note: Available images may vary by region based on your residential address and the licensing agreements.

To access the Cricut® Image Library, click "Insert Images" from the left menu of the design screen.

Insert Image Overview

A new window opens so you can view and select images from the Image Library. The Image Library includes Cricut® images as well as your own uploaded images. Here you can browse, search, and filter images.
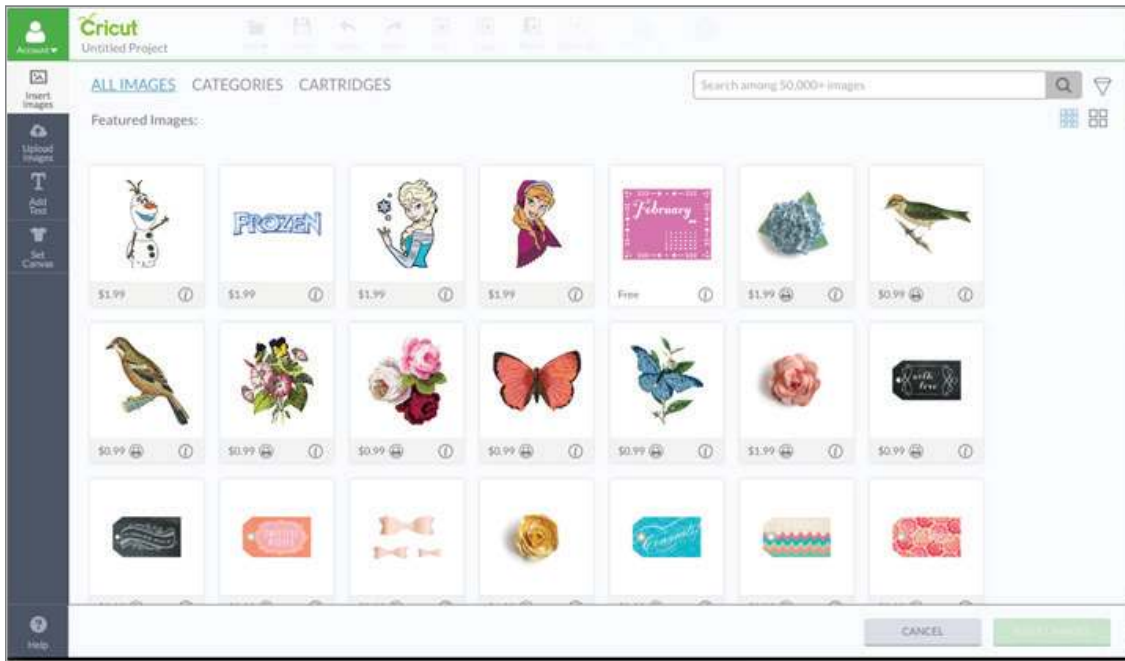

On the top left of the screen, there are three index options: All Images, Categories, and Cartridges.

Insert Image Overview

All Images

- **All Images index: – View featured images or search for a specific image from the entire Cricut® library.**
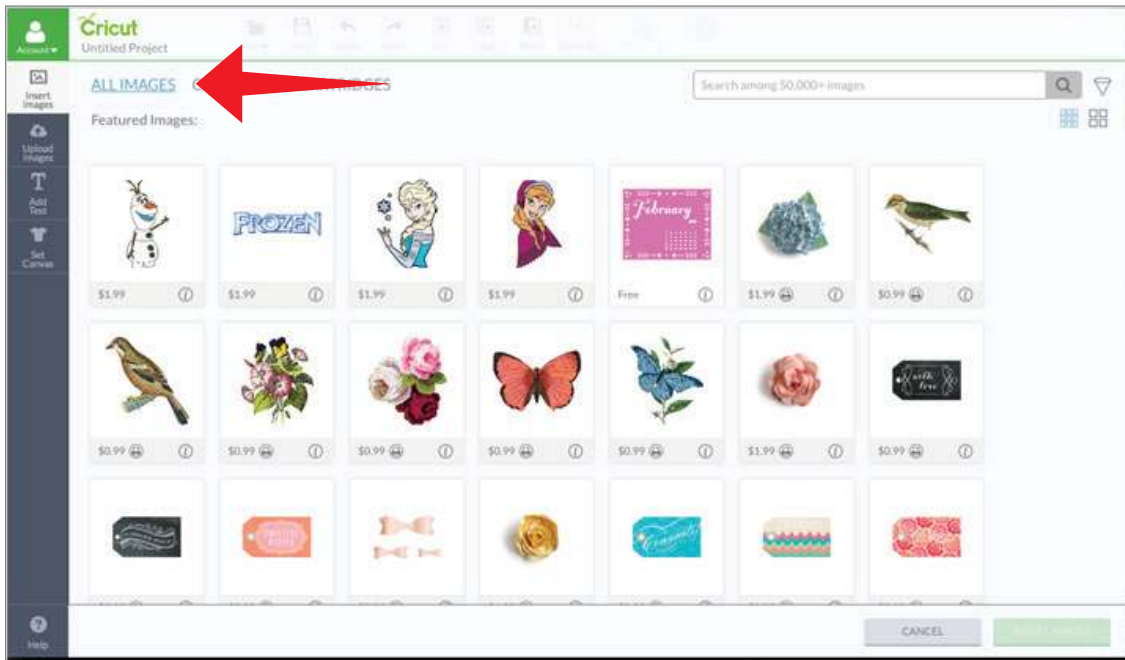
Categories

- **Categories index – Browse for images by selecting one of the 50+ image categories.**
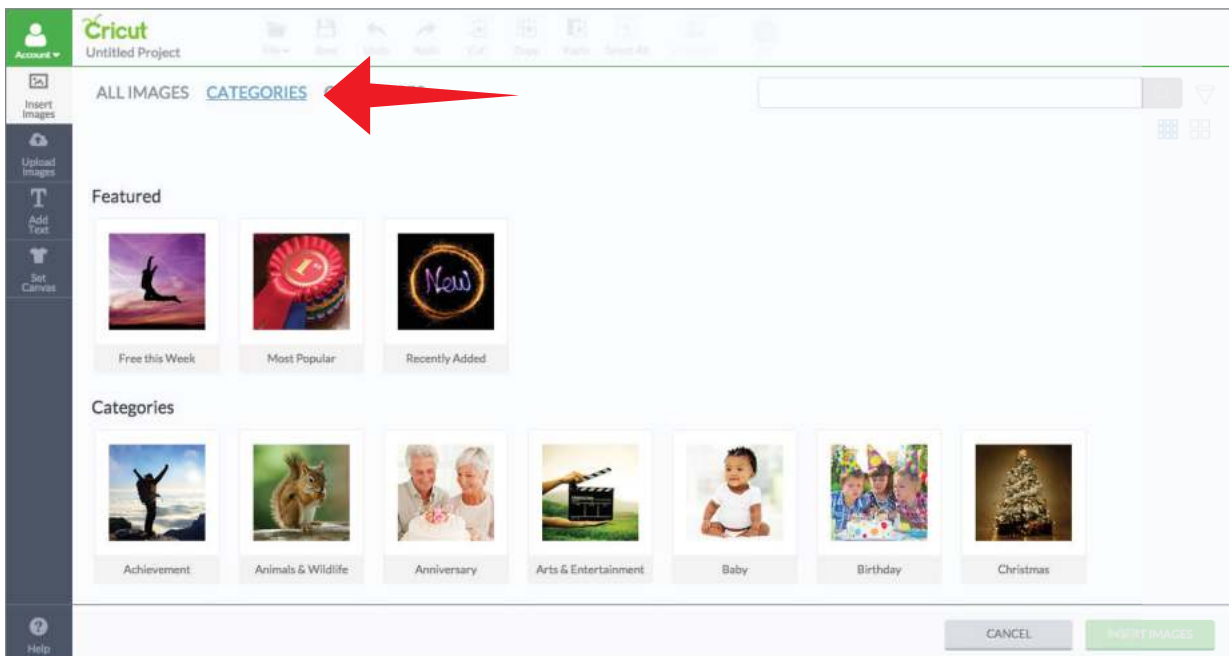
Insert Image Overview

Cartridges

- Cartridges index – Peruse an alphabetical list of over 400 Cricut cartridges (image sets) or search for a specific one.
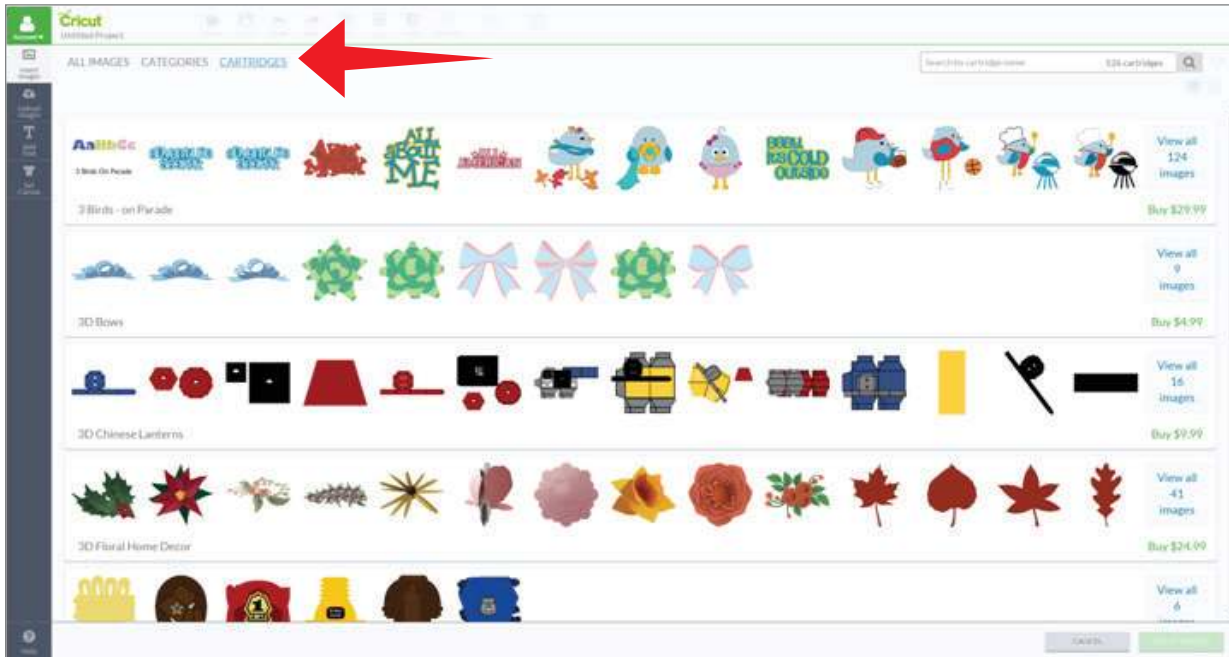
Search bar – Search images by image name or tag.

Filter menu – Narrow images by ownership, type or layers.

Reset All – Clear all search and filter selections. You will return to the All Images view.

Small image view – Reduce the size of image tiles so you can view a larger number of images on the screen.

Insert Image Overview

Large image view – Increase the size of image tiles; more details are visible but fewer images are on the screen.
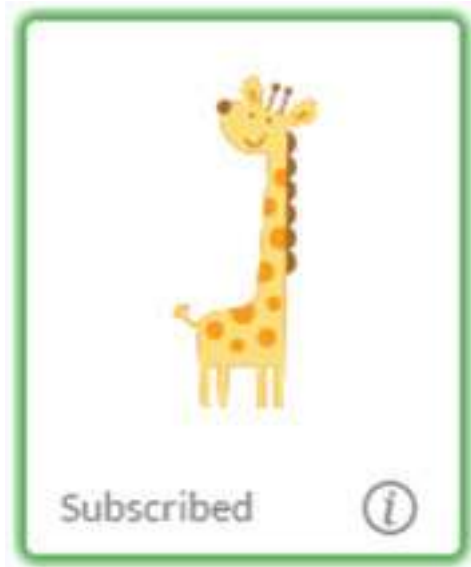
Image tile – Preview of the image.

Information – Click the information button to see the name of the image, your level of access (e.g., owned, subscribed, free, or available for purchase), the image number, the cartridge (image set) it belongs to (if available). Return to the image view by clicking the information button again.

Tip: If you would like to view additional images in the cartridge, click on the cartridge name to see the entire offering. Images within cartridges usually have a similar design feel.

Enhanced printable images – Images are designed with decorative patterns and are ready to print then cut.

Insert Image Overview

Image tray – Contains all selected images pending insertion to the canvas. When you click the Insert Images button, the images will be added to the design screen.

Cancel – Returns you to the design screen without inserting any images.

Insert Images – All images that have been selected and added to your the image tray will be inserted onto the design screen.

Inserting an image

Step 1. To access the Cricut® Image Library, click "Insert Images" from the left menu of the design screen.

A new window will open so you can view and select images from the Image Library. The Image Library includes Cricut® images as well as your own uploaded images. Here you can browse, search, and filter images.
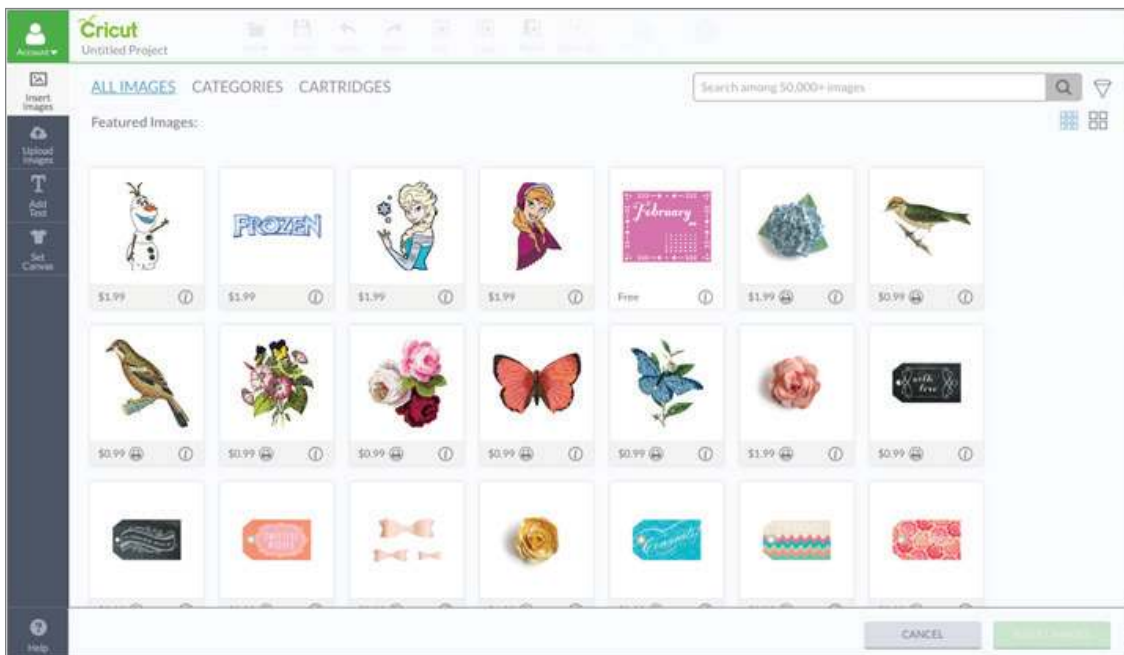
Inserting an image

Step 2. On the screen you will find a variety of image tiles. Click on an image tile you would like to work with. A green check will appear on the tile and the image will be added to your image tray. You can add as many images as you like.
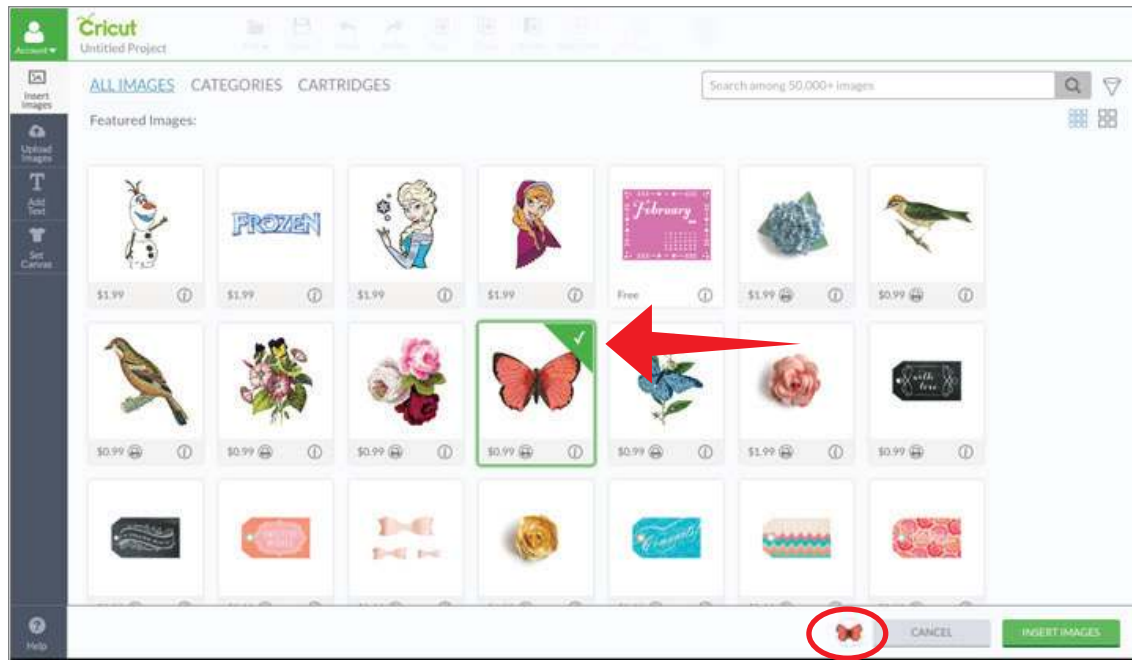
Tip: *Find more information about an image by clicking the* ⓘ *icon. You can now see the name of the image, your level of access, the image number, and the image set it belongs to (if available). You can also immediately purchase the image, if you like.*

If you would like to view additional images in the cartridge (image set), click on the cartridge name to see the entire offering. Images within cartridges usually have a similar design feel.

Inserting an image
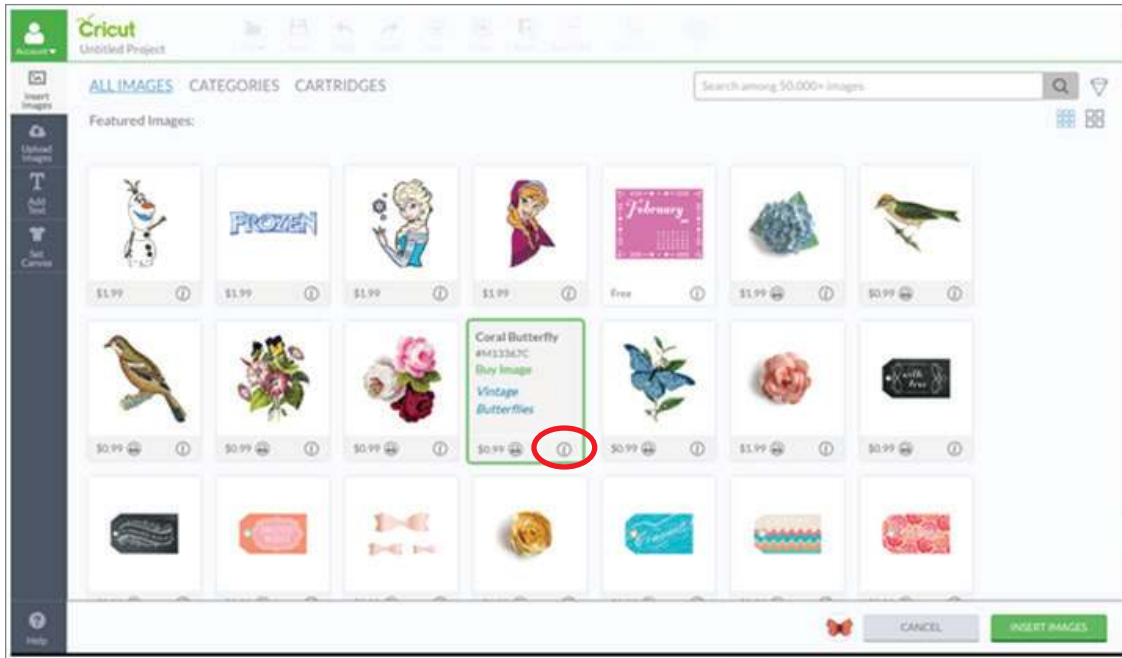
Go back to the image view, by clicking the (i) icon again.

Step 3. Once images are selected, click " Insert Images" to add them to the design screen.
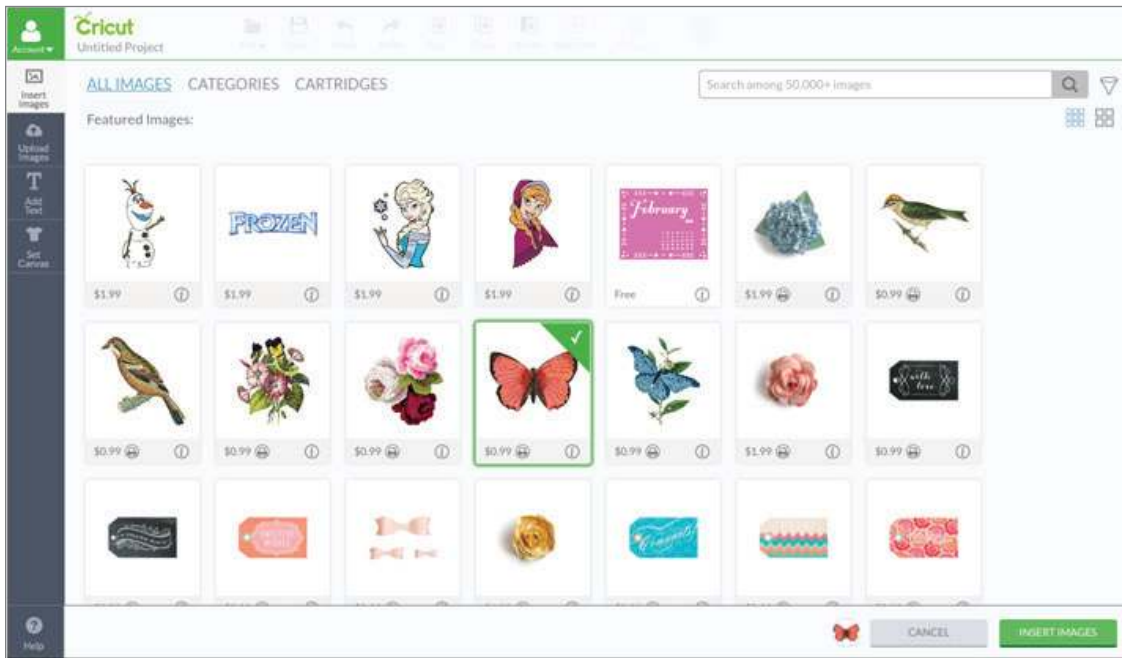
Tip: Should there be an image in the design tray that you no longer need, hover over the image until a red "X" appears. Clicking on the image will remove it from the image tray. Also, if you decide not to add any images to the design screen, you can click "Cancel" in the bottom right corner of the screen.

Inserting an image

Step 4. You can now move and size images to visualize how they'll look on your project.
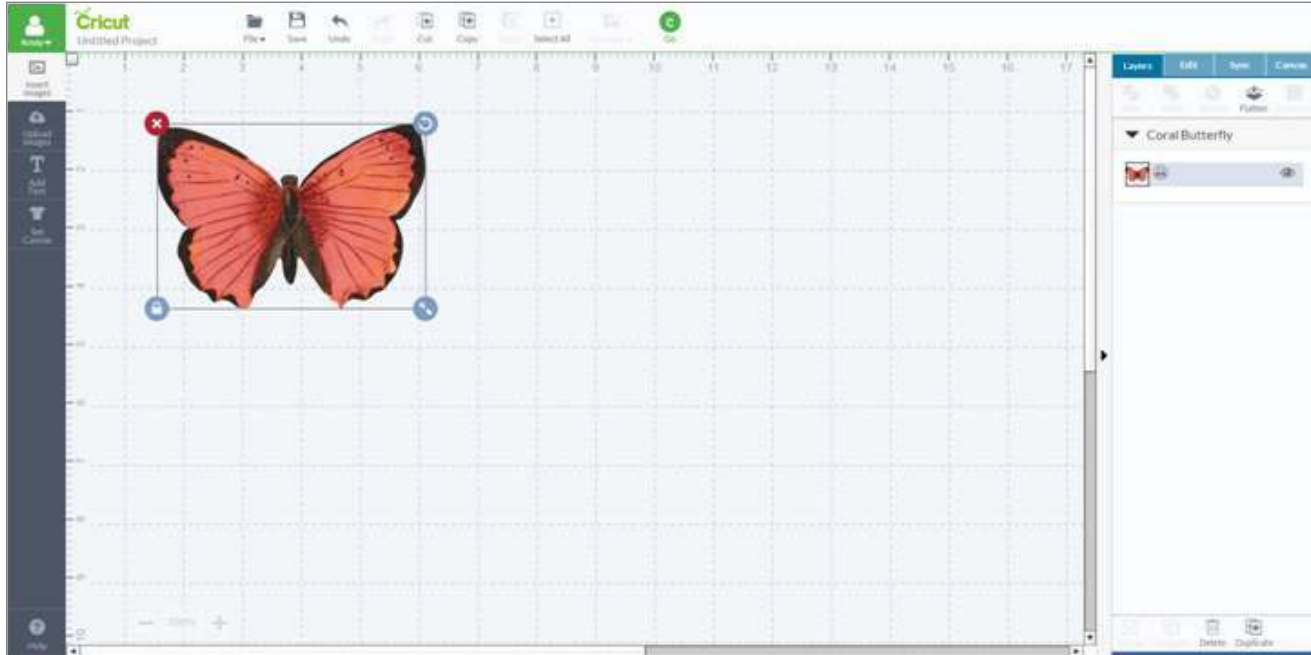
Image Search

The Cricut® Image Library includes over 50,000 images as well as your own uploaded images. Searching for a specific key word, phrase, or cartridge (image set) will help you narrow the image options so you can find the perfect image for your project.

Step 1. To search by key word or phrase, begin by clicking "Insert Images" from the left menu of the design screen to access the Cricut® Image Library

Image Search

Step 2. A new window opens so you can view the Image Library. You will land on "All Images" index where you can begin your search.

- **All Images:** View featured images or search for a specific image
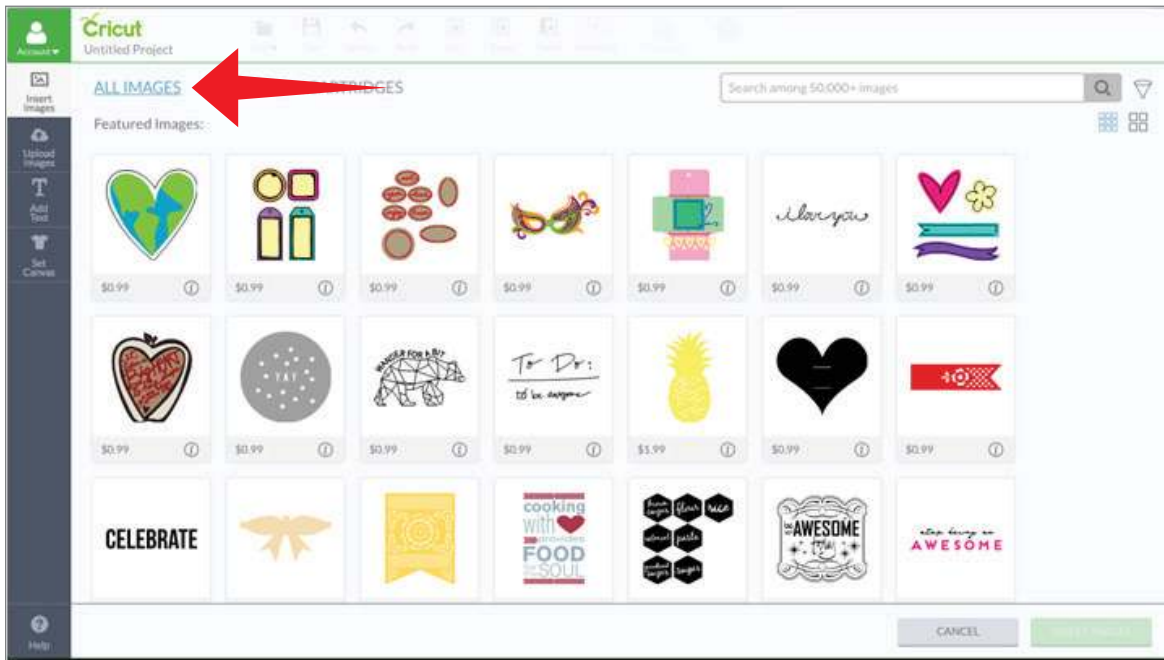
Step 3. Type in a key word or phrase into the search field and click the magnifying glass.
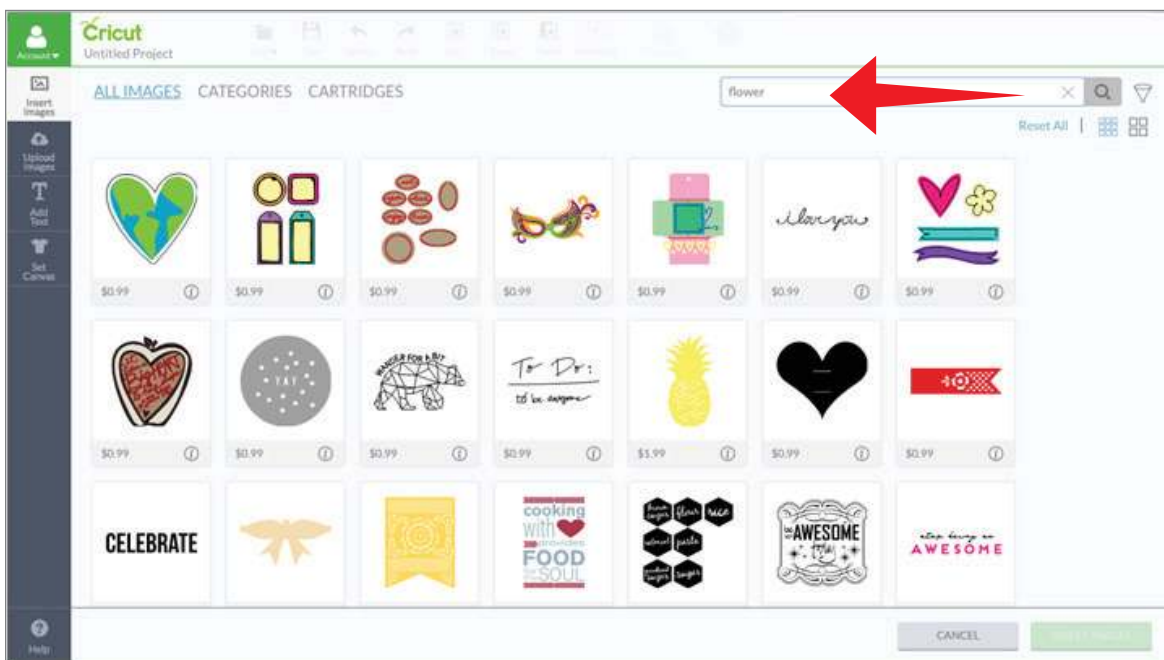
Image Search

Tip: *The image count inside the search box indicates how many images were found with your inquiry.*
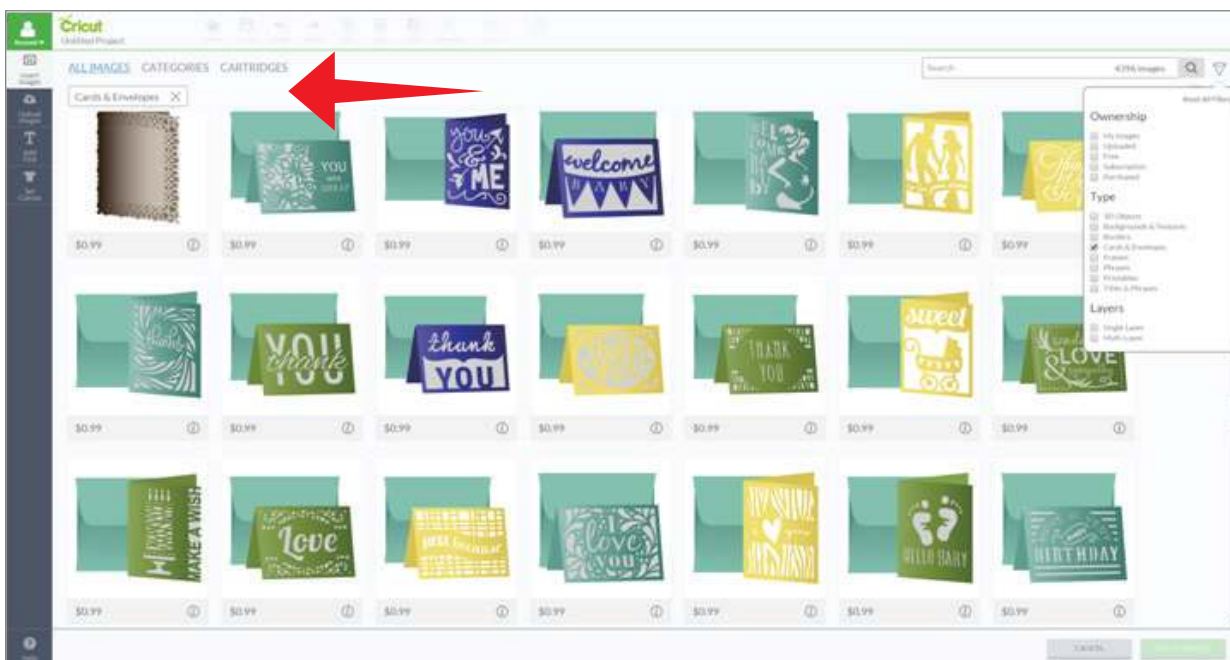
Step 4. Click on an image tile to add it to your image tray or continue to search for another image.
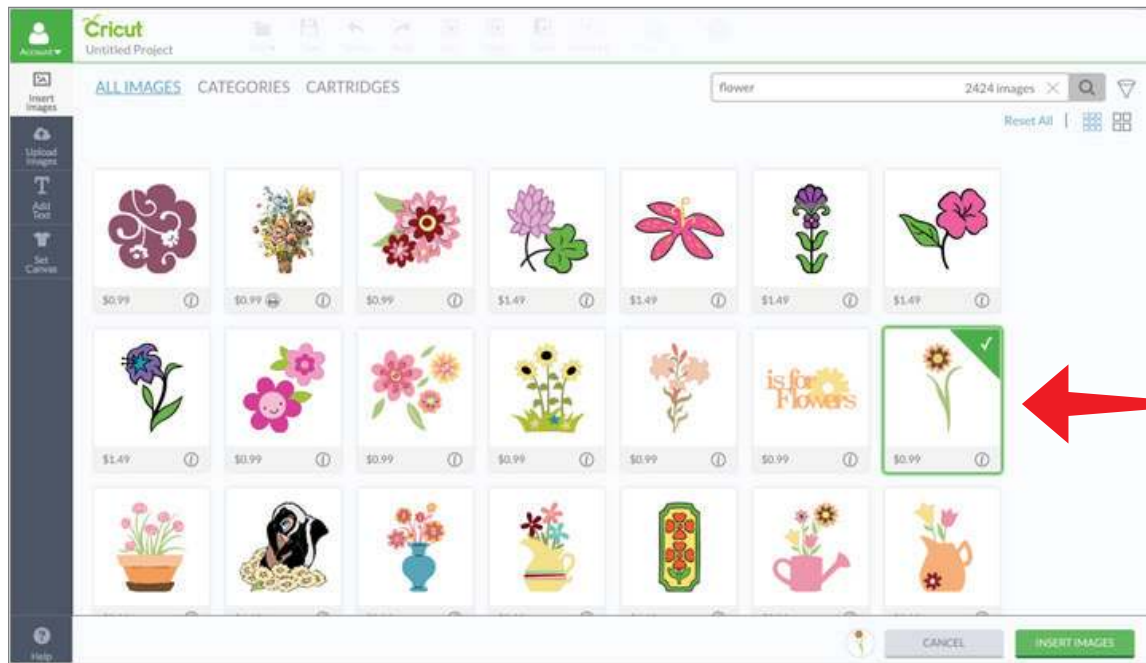
Step 5. Once images are selected, click "Insert Images" to add them to the design screen.
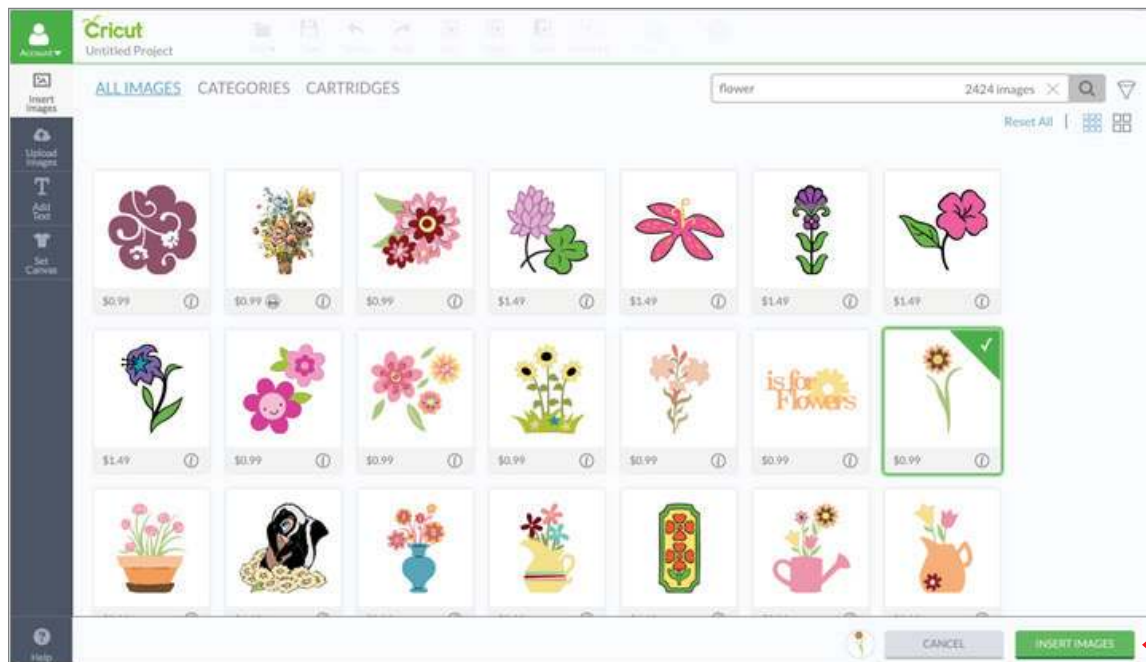
Image Search

Step 6. You can now move and size images to visualize how they'll look on your project.
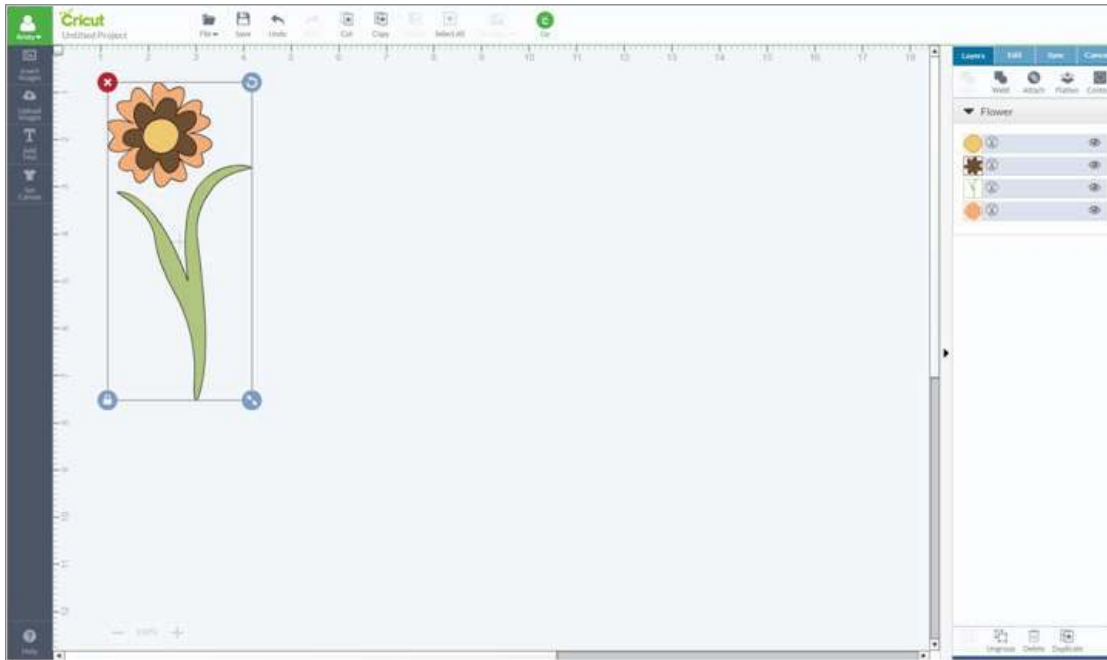
Searching with filters

Use filters to brows images or narrow your image search results by ownership, type or layers.

Step 1. To narrow image choices with filters, begin by clicking "Insert Images" from the left menu of the design screen to access the Cricut® Image Library.

Step 2. A new window opens so you can view the Image Library.
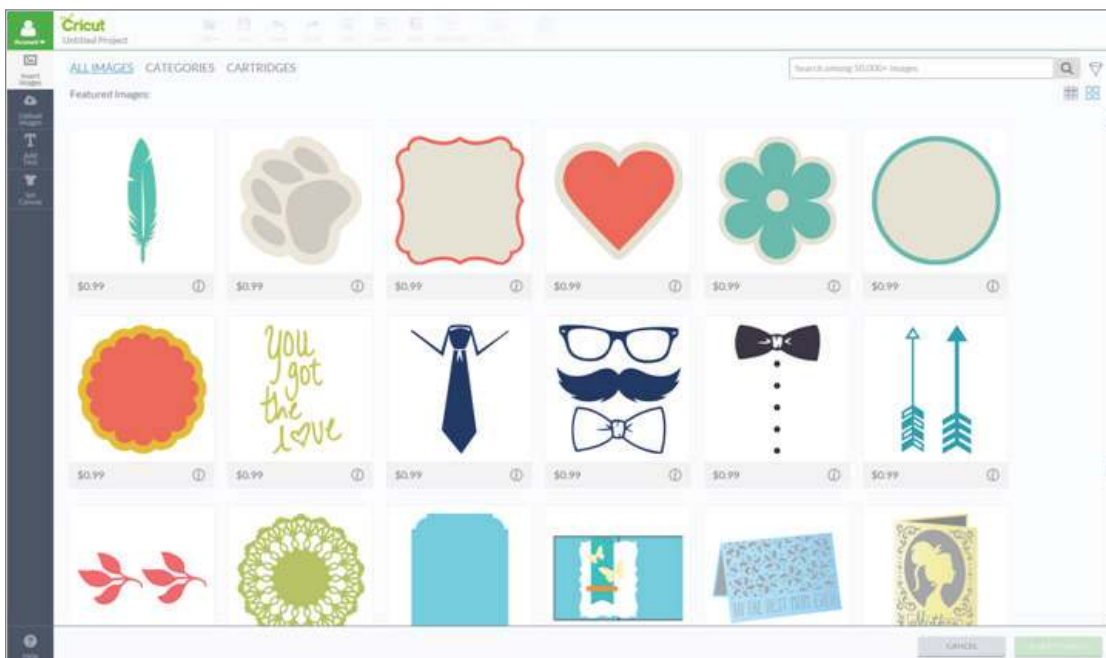
Image Filters

Step 3. Click on the Filter menu, on the top right, to show the filter options.
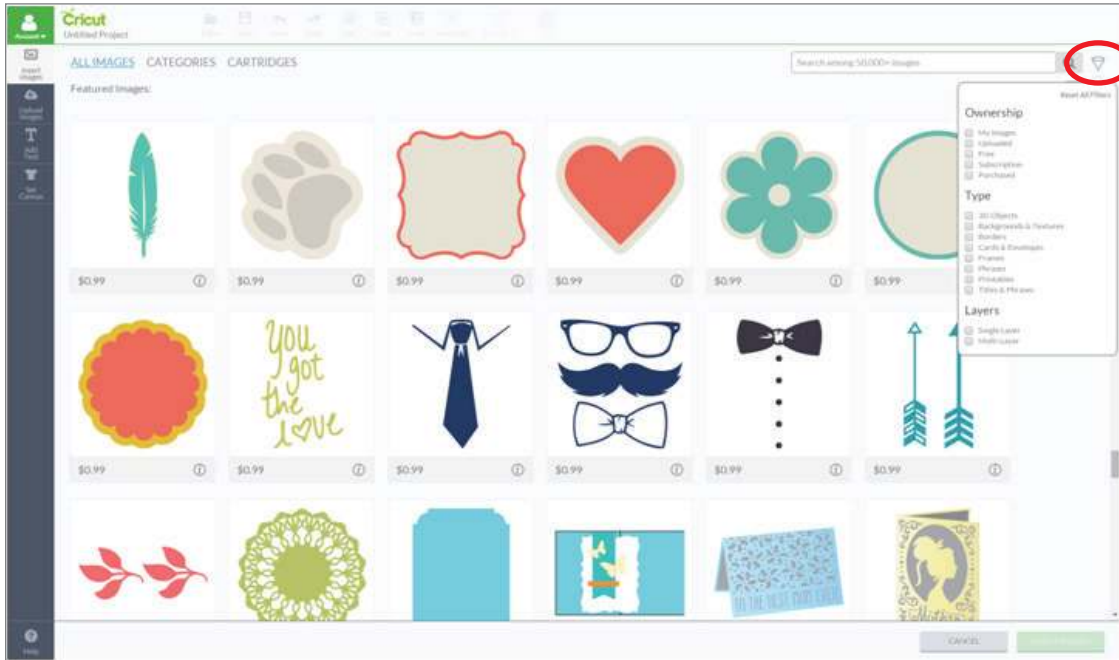
Step 4. Select the type of filter you would like to apply to the image view: Ownership, Type, or Layers.

Ownership will filter the images based on your level of access.
- **My Images** – Includes images that are free, uploaded, linked, purchased, and part of a Cricut® Image Library subscription plan (if you are subscribed).
- **Uploaded** – Includes images you have uploaded to Cricut Design Space™.
- **Free** – Includes images that can be used without a purchase.
- **Subscription** – Includes images that are part of the Cricut® Image Library subscription (if you are subscribed).
- **Purchased** – Includes cartridges that have been linked to your machine, as well as images or digital cartridges you have purchased.

Image Filters

Type will filter images based on the image style.
- **3D Objects** – Includes images that are folded or pieced together to create boxes, flowers, cupcake liners, etc.
- **Backgrounds & Textures** – Includes images that have a decorative design or pattern that fill the majority of the image.
- **Borders** – Includes images that work as an ornamental strip or design around the outer edge of an image.
- **Cards & Envelopes** – Includes images that are folded to create a personalized greeting card or envelope.
- **Frames** – Includes images with a decorative border and an open or solid center.
- **Phrases** – Includes image designs that form decorative sentiments.
- **Printables** – Includes images with decorative patterns and designs, which will print on your home printer and then be cut out with your Cricut® machine.

Layers will filter images based on the number of materials you need.
- **Single Layer** – Includes images that require only one material to create.
- **Multiple Layer** – Includes images that require more than one material to create.

In the example below we applied the ownership filter "Free."
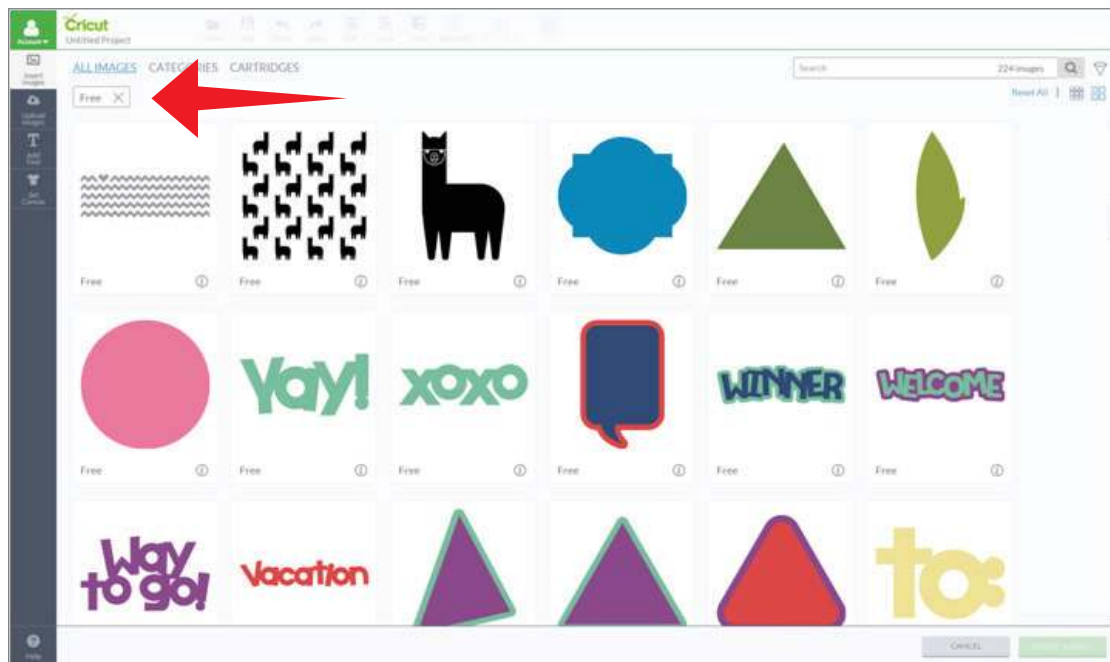
Image Filters

Step 5. Repeat the process to apply additional filters. You can apply as many filters as you like. In the example below we applied an additional filter, the type filter "Cards & Envelopes."
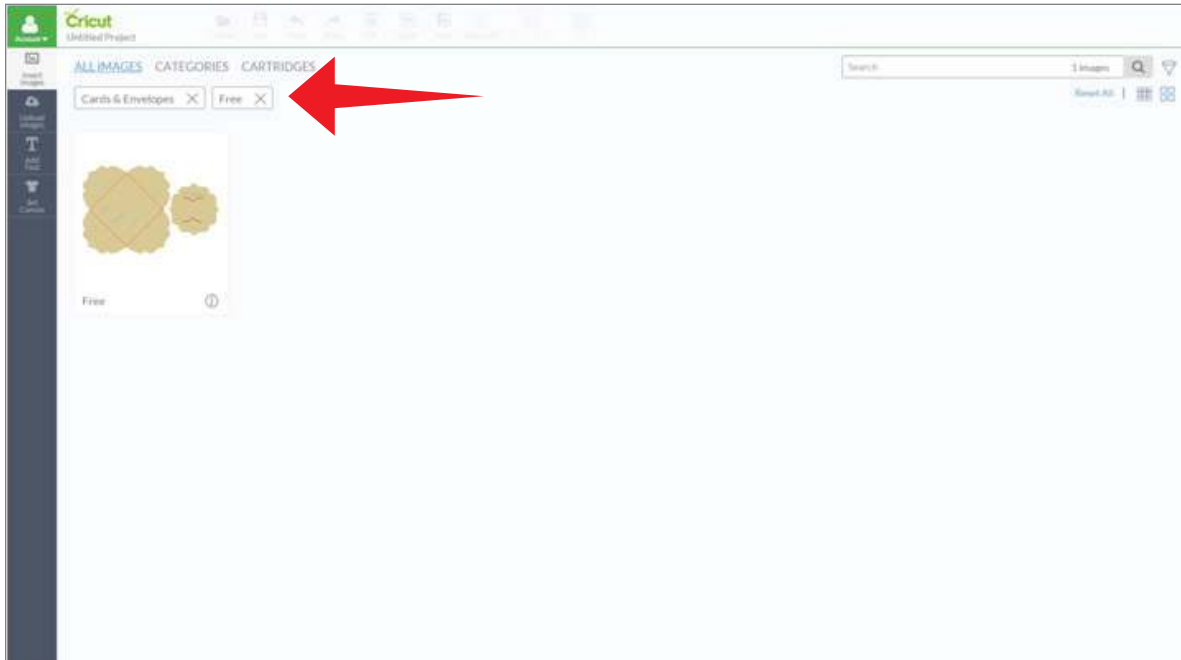
Step 6. The filter options are listed at the top of the screen. You can dismiss any of the filters by clicking on the "X". In the example below we dismissed the "Free" filter.

Image Filters

Step 7. Click on an image tile to add it to your image tray or search for another image.
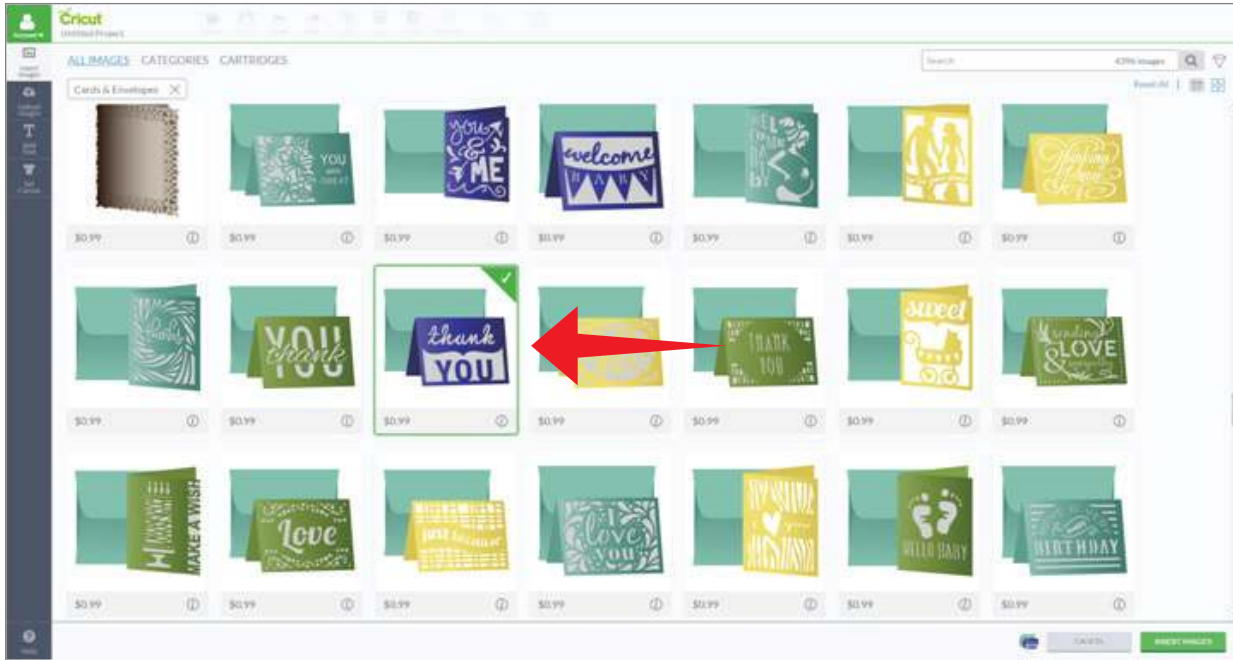
Step 8. Once images are selected, click "Insert Images" to add them to the design screen.
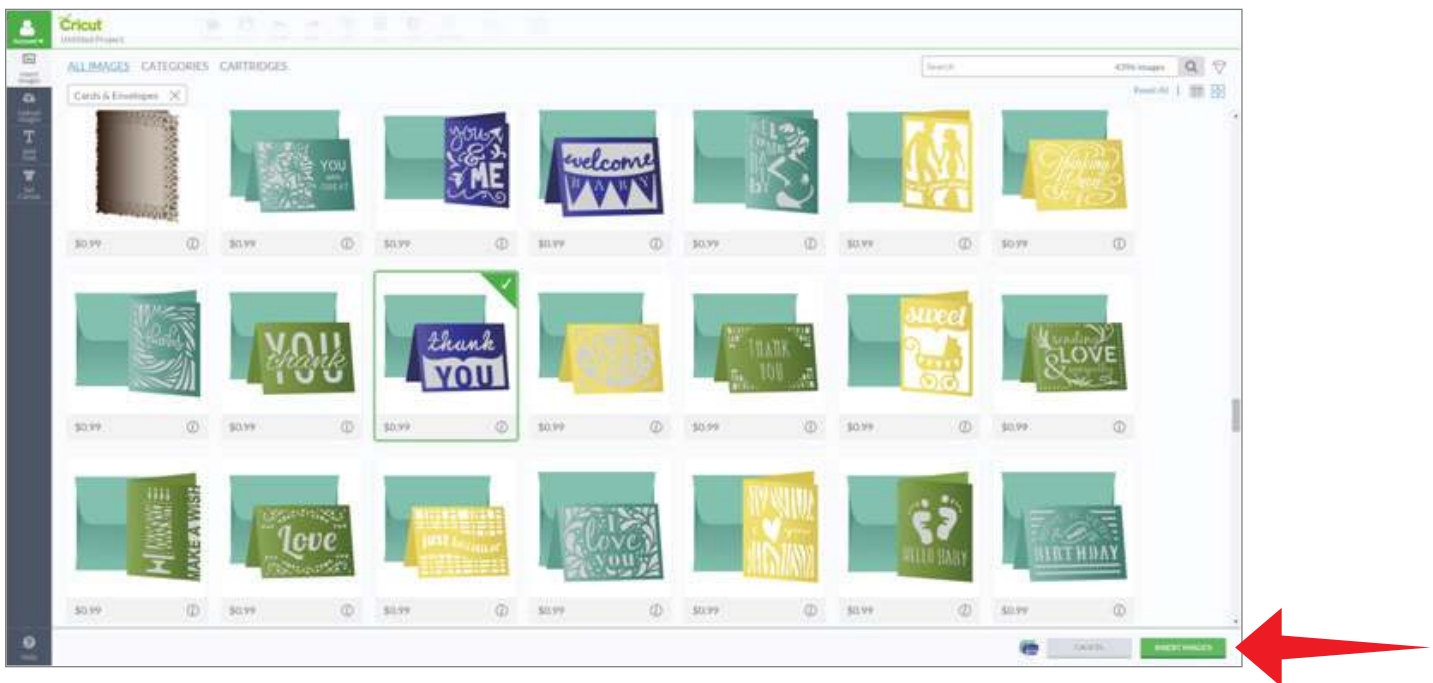
Image Filters

Step 9. You can now move and size images to visualize how they'll look on your project.
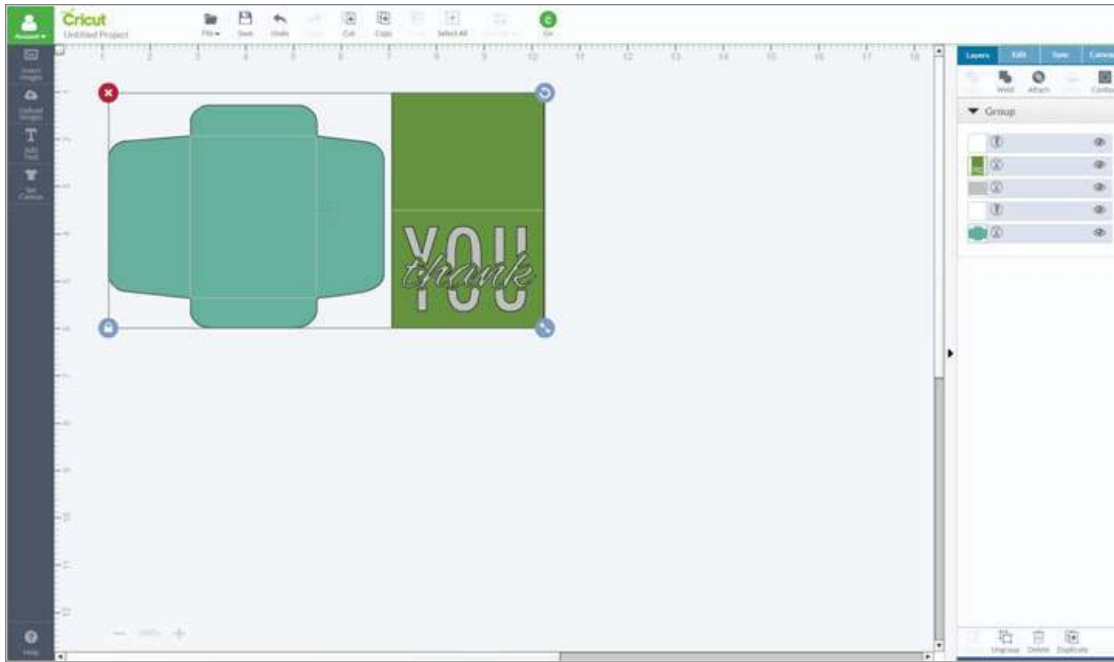
Browsing by image category

If you don't have a specific image in mind, you can browse through categories to get ideas from the Image Library.

Step 1: To browse images by category, begin by clicking "Insert Images" from the left menu of the design screen to access the Cricut® Image Library.

Step 2: A new window opens so you can view the Image Library.
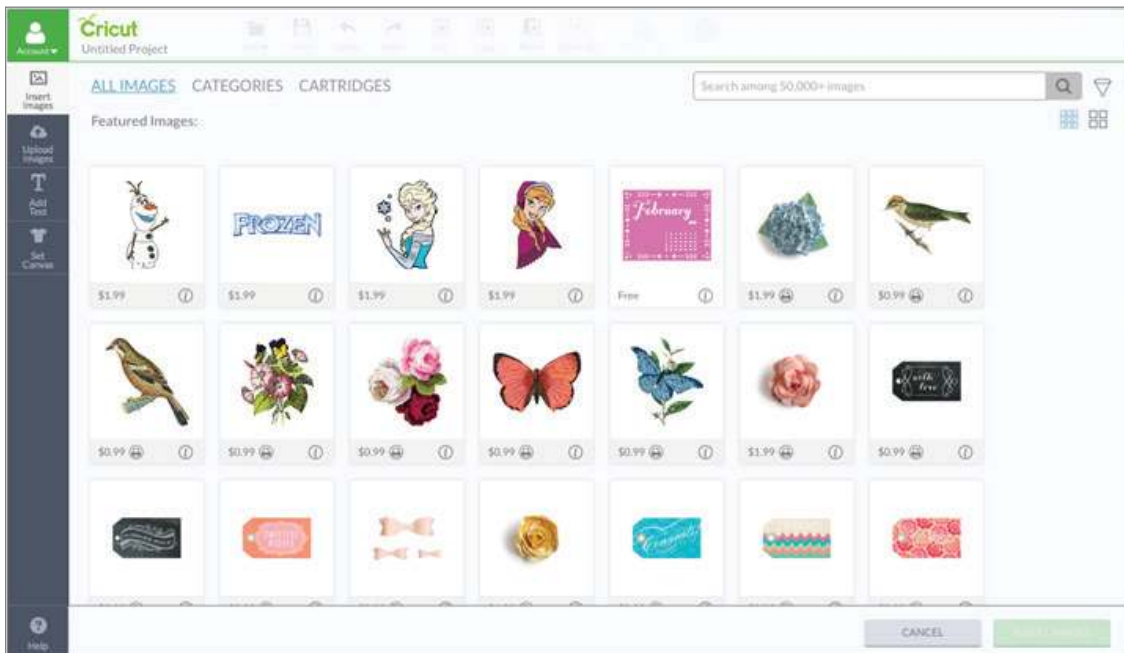
Browsing Image Categories

Step 3: To access the image categories, select "Categories" on the top left side of the window. The screen changes to show a list of more than 50 image categories. Select an image category by clicking on the tile.
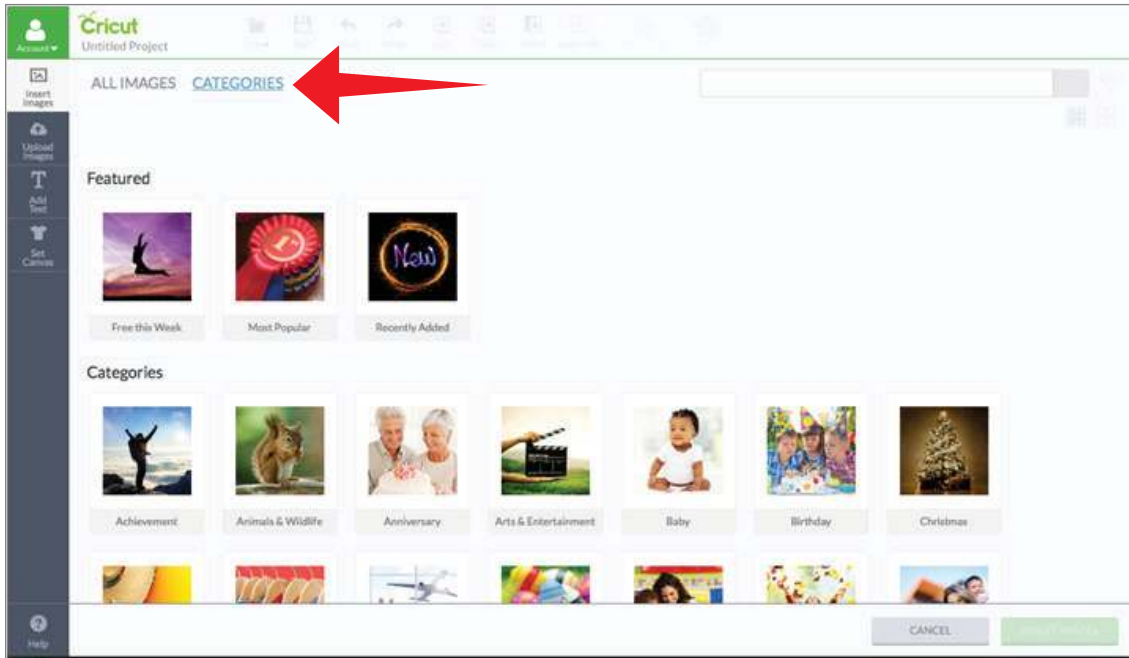
Step 4: The screen changes to show all images that have been tagged with this category. Click on an image tile to add it to your image tray or search for another image.
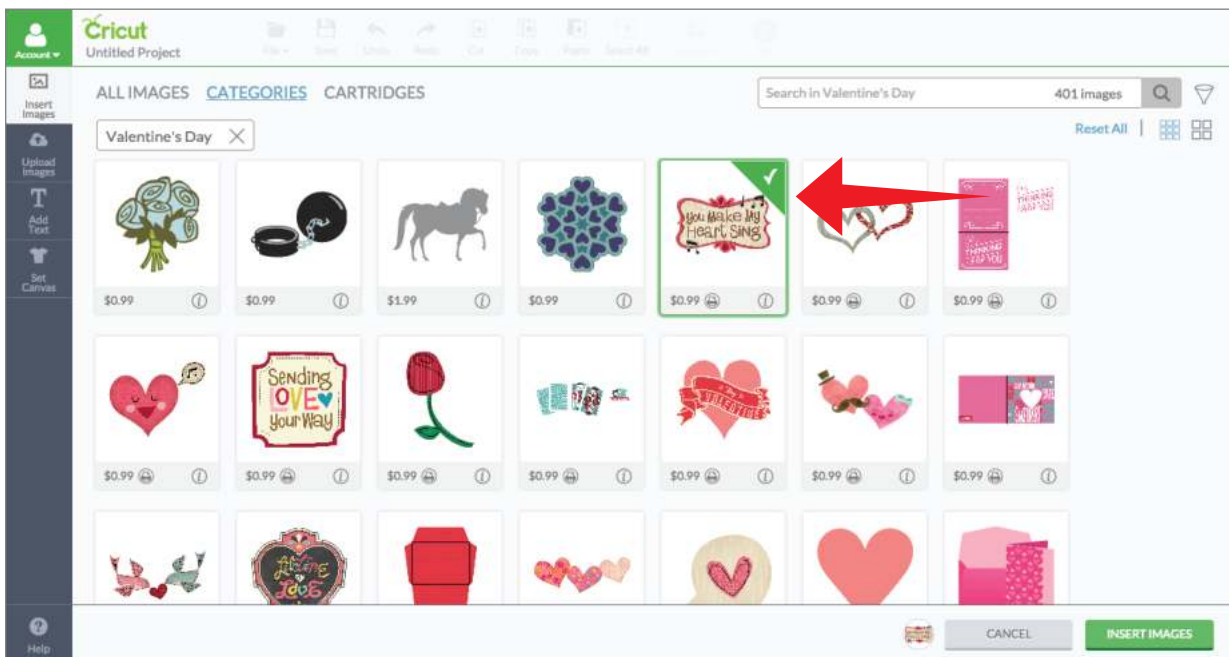
Browsing Image Categories

Tip: The category name will be represented in the top left of the screen. Click the "X" next to the category name to browse the full list of categories again.

Step 5: Once images are selected, click "Insert Images" to add them to the design screen.
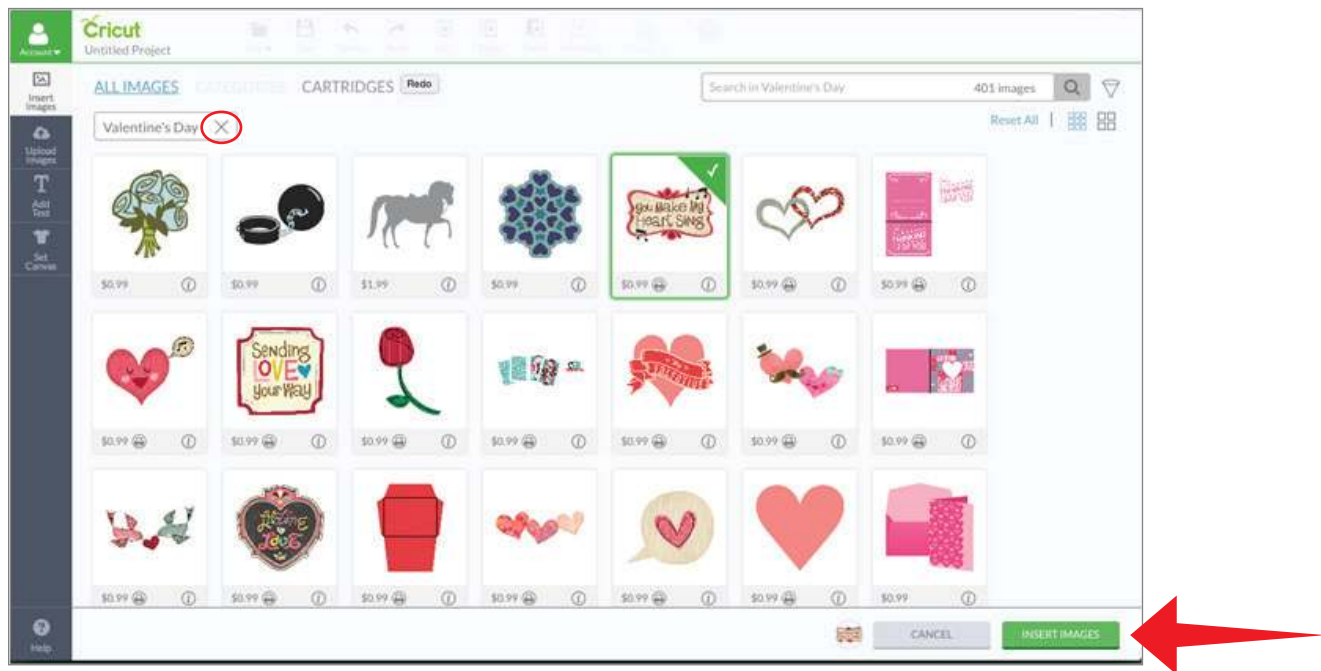
Step 6: You can now move and size images to visualize how they'll look on your project.
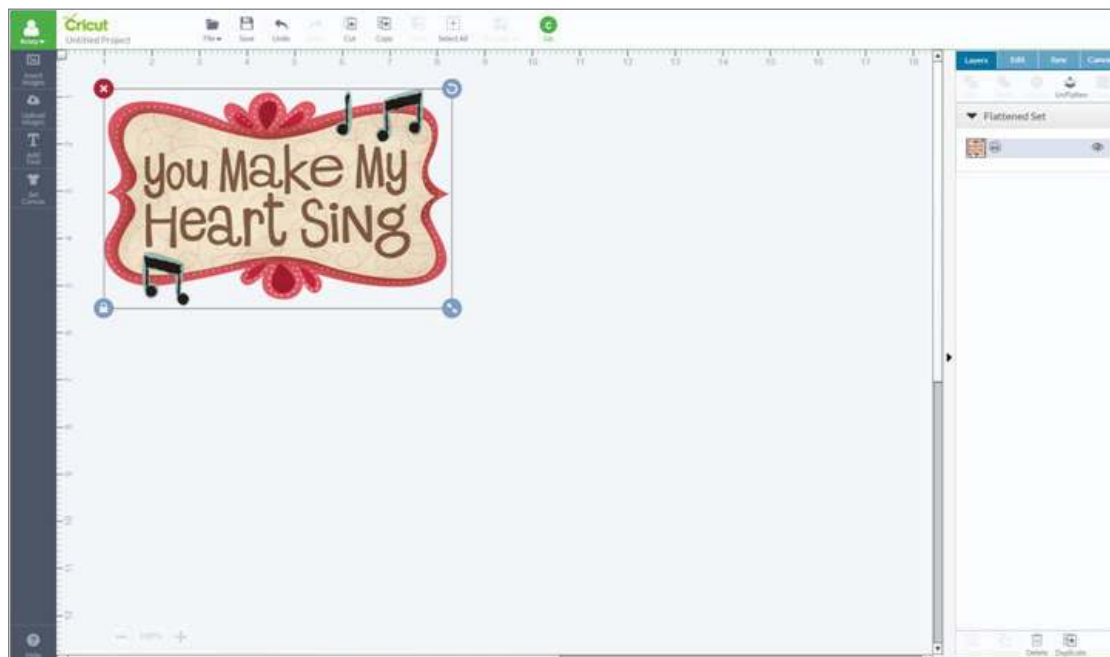
Browsing and Searching for Cartridges

When creating a project, you may choose to use designs from cartridges (image sets). Images within cartridges usually have a similar design feel which can help make your project feel more cohesive.

Step 1. To view different cartridge options, begin by accessing the Cricut® Image Library. Click "Insert Images" from the left menu of the design screen.

Step 2. A new window will open containing the Image Library. Click on the Cartridges tab on the top left of the screen to browse an alphabetical list of over 400 cartridges.
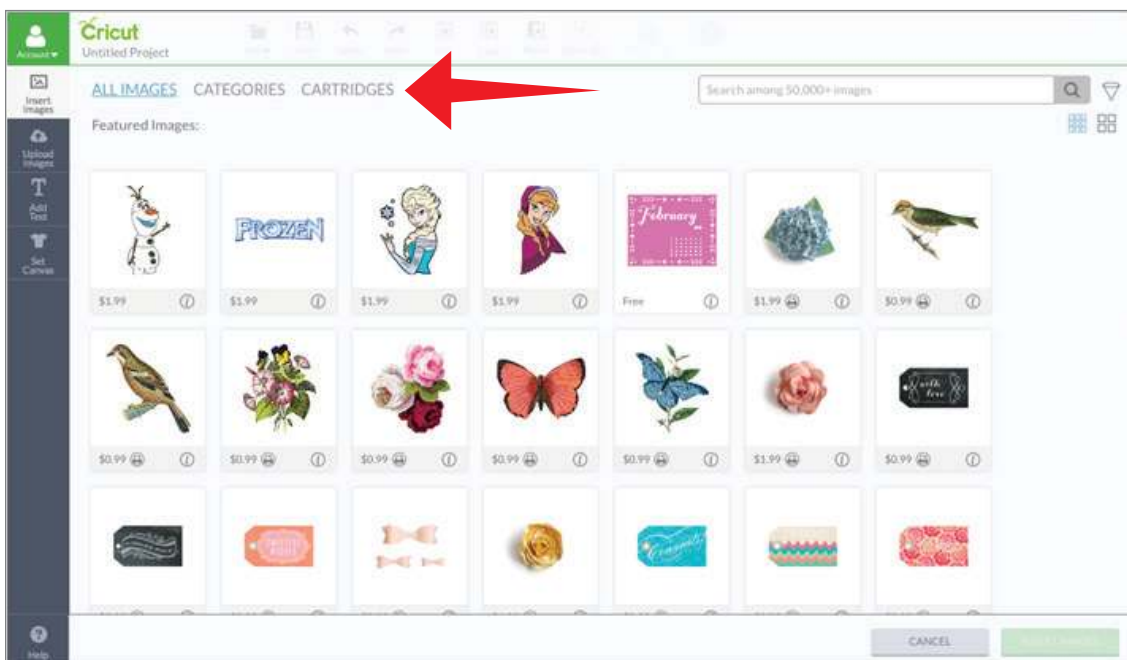
Browsing and Searching for Cartridges

Step 3. The view will change to include a list of all Cricut cartridges, each of which is represented by a horizontal tile.

The cartridge tile provides you with the cartridge name and a representative sample of the images on the cartridge. On the right side of the cartridge, you will see the number of images on that cartridge and your level of access including Free, Purchased, Subscribed or a price for purchase.

You can either scroll through the list of cartridges in alphabetical order or search for a specific cartridge. To search for a specific cartridge, type part or the entire cartridge name in the search field and click the magnifying glass.
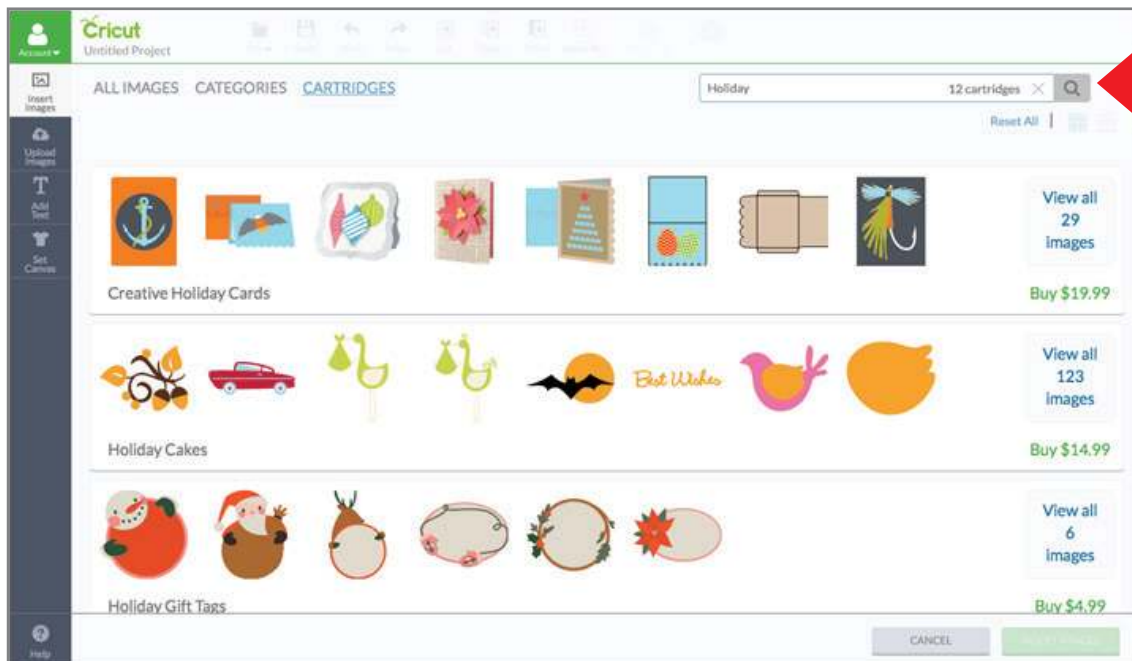
Tip: Purchasing an entire cartridge can be a significant cost savings over purchasing individual images.

Browsing and Searching for Cartridges

Step 4. To display all the images found within a cartridge, click "View All Images".
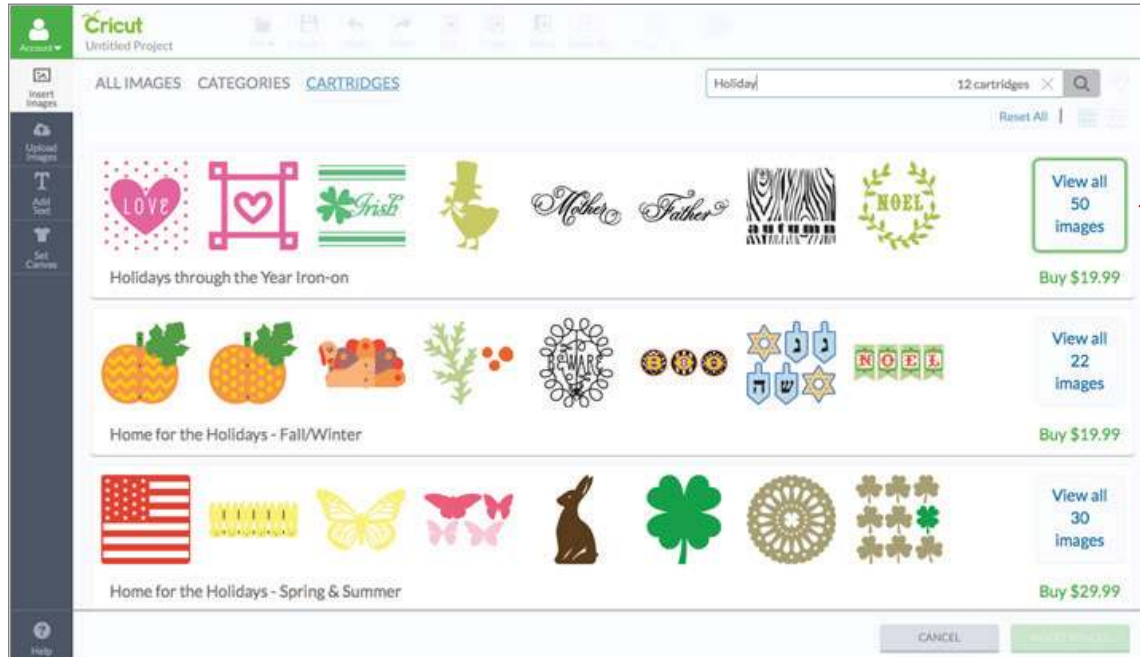
Step 5. The view changes to display all of the images belonging to the cartridge. Here you can search and filter within this specific cartridge. The text in the search bar indicates that you are searching only within this cartridge.

To search for a specific image in the cartridge, type the term in the search bar and click on the magnifying glass.
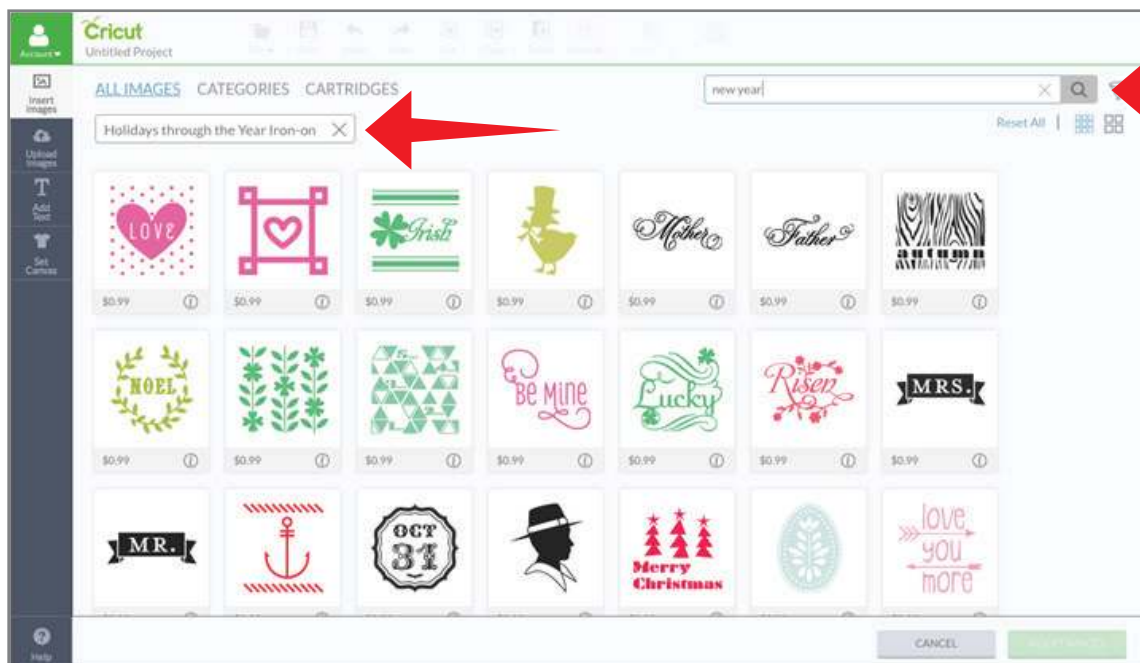
Browsing and Searching for Cartridges

Step 6. The results show the images within the cartridge that have been tagged with your search term. Once images are selected, click "Insert Images" to add them to the design screen.
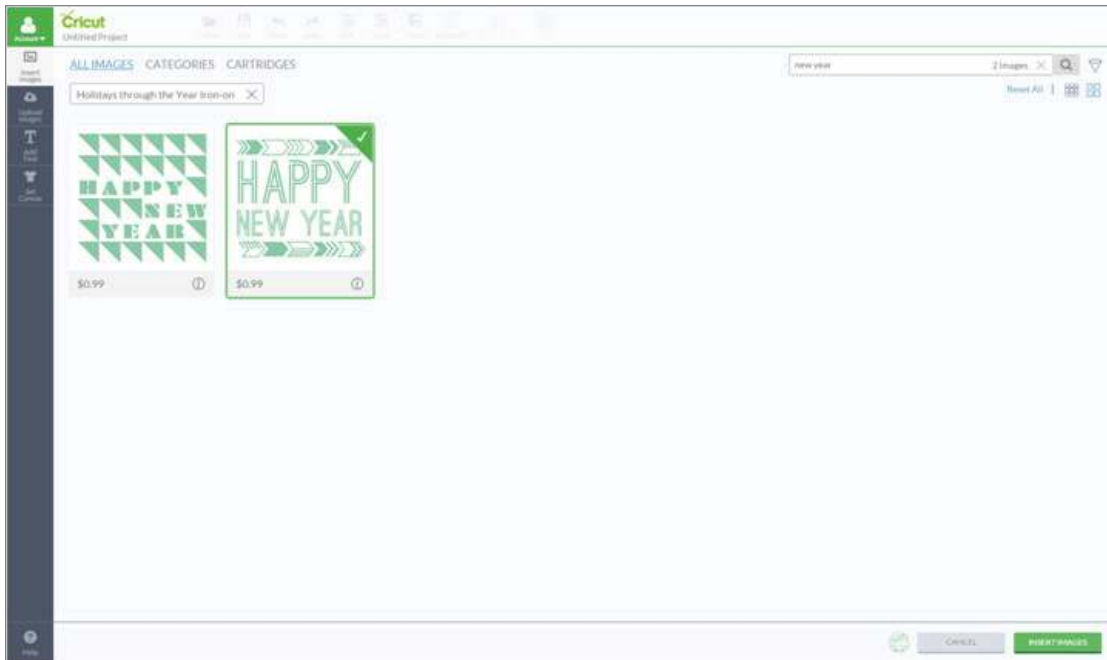
Tip: View all images from the cartridge again, by clicking the "X" in the search field. Return to browse all cartridges, by clicking on the Cartridges index.

Step 6: You can now move and size images to visualize how they'll look on your project.
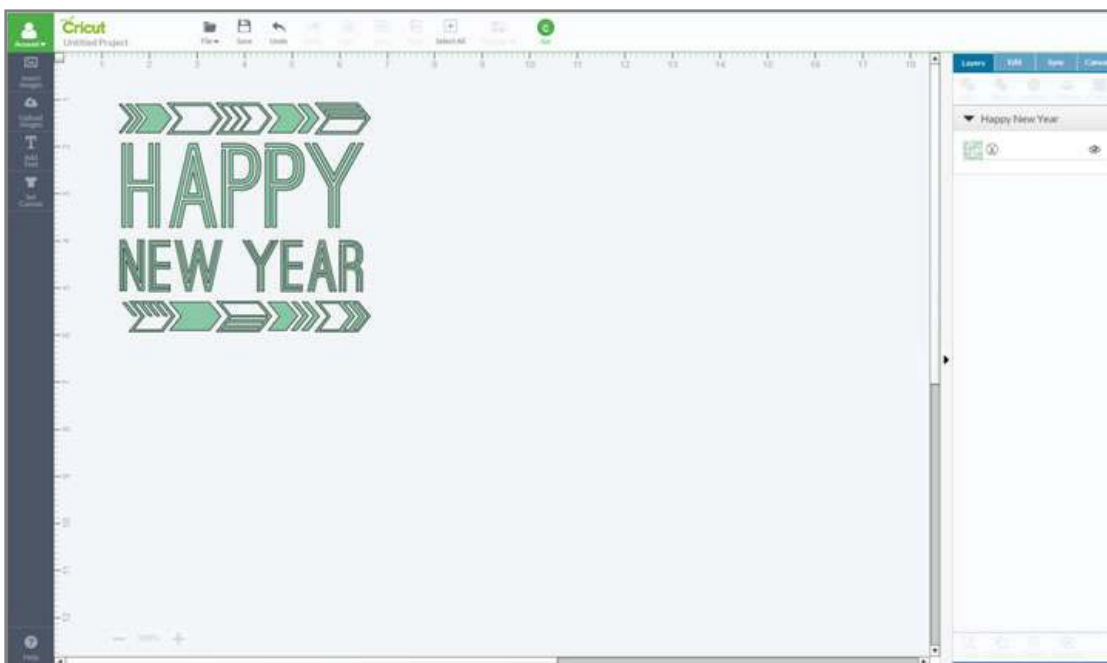
Upload Images - Overview

Cricut Design Space™ gives you the ability to use one of our 50,000+ Cricut® images or use your own images for free. Cricut® encourages you to respect the intellectual property right of others and only upload images you own or are authorized to use.

Using the Cut What You Want® tool in Design Space®, lets you upload most .jpg, .bmp, .png, .gif, .svg and .dxf files and converts them into cuttable shapes. The tool doesn't allow you to make modifications to the design itself.

There are two different types of uploads: Basic and Vector. The process differs between file types based on how the files are created and saved.

Basic Upload: The basic upload process is used for .jpg, .bmp, .png, and .gif files. These files are uploaded as a single layer. To work with these types of files, the software takes you through a few simple tasks to remove unwanted parts of the image. Once the process is complete, you can choose whether to print the image on your home printer and then cut it out (this is the default), cut around the edges of the image, or draw the edges of the image.

In the example below, you can choose between two options:

(1) Use the print then cut feature to print the image on your home printer and cut around the edge using your Cricut® machine.
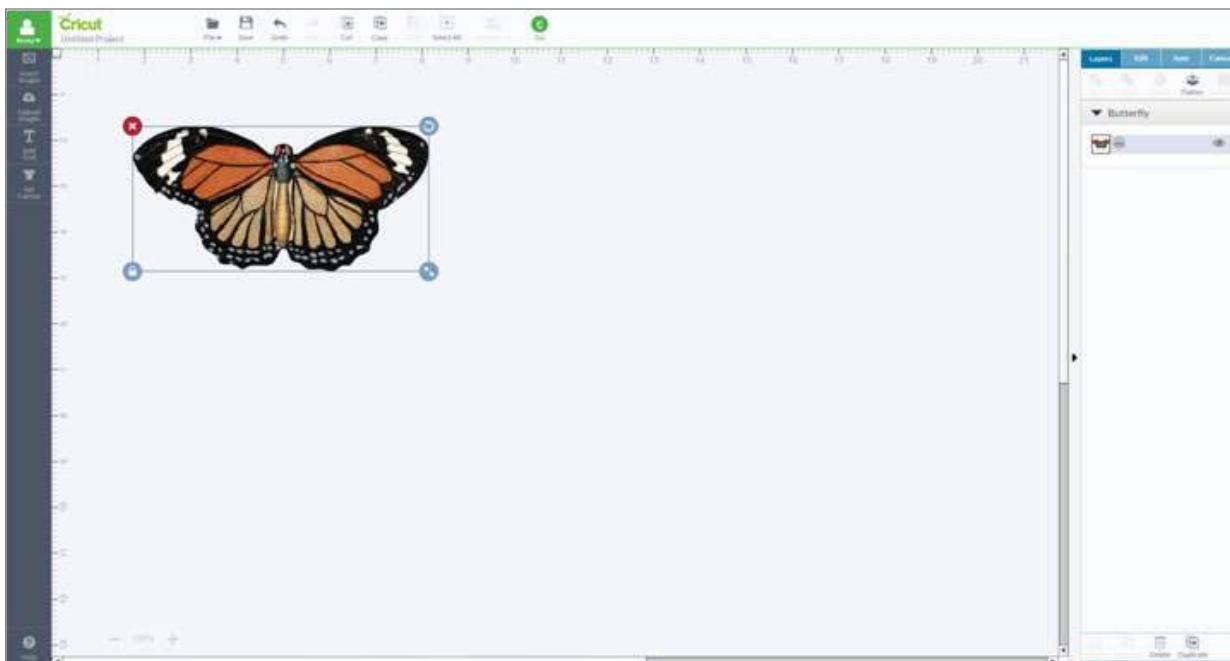
Upload Images - Overview

(2) Only cut or draw the silhouette of the image.
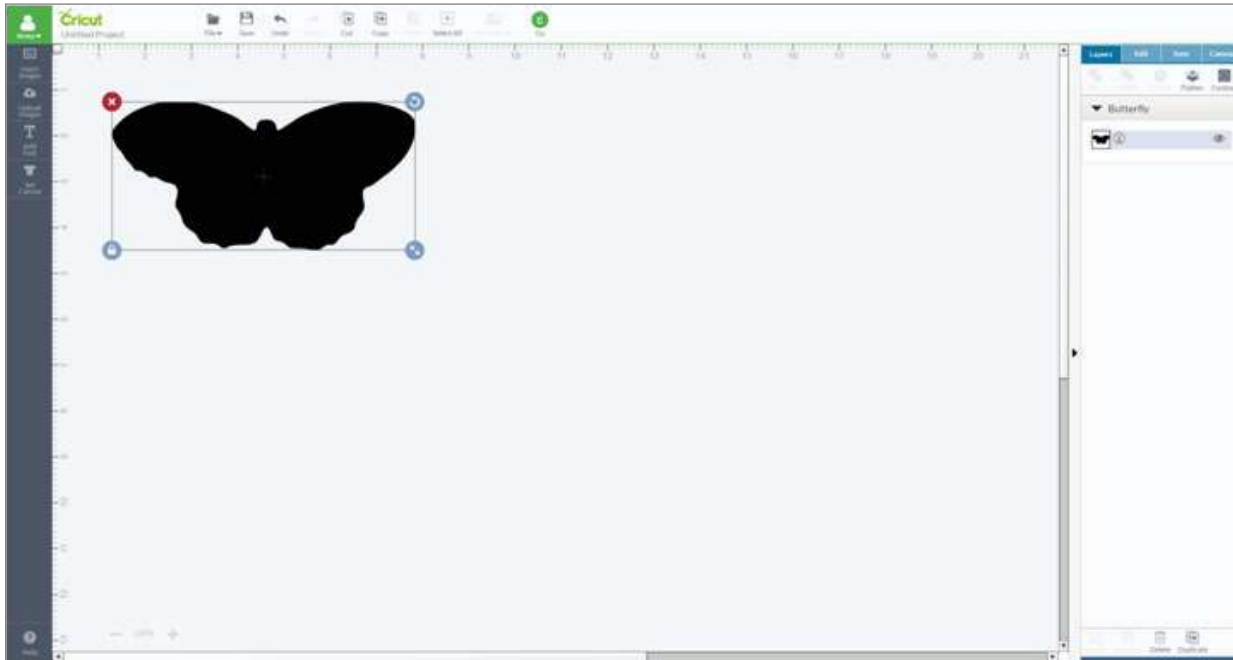
Vector Upload: The vector upload process allows you to convert .svg and .dxf images into cuttable images. Multi-layered images will be saved as a composite image and then separated into layers on the design screen.
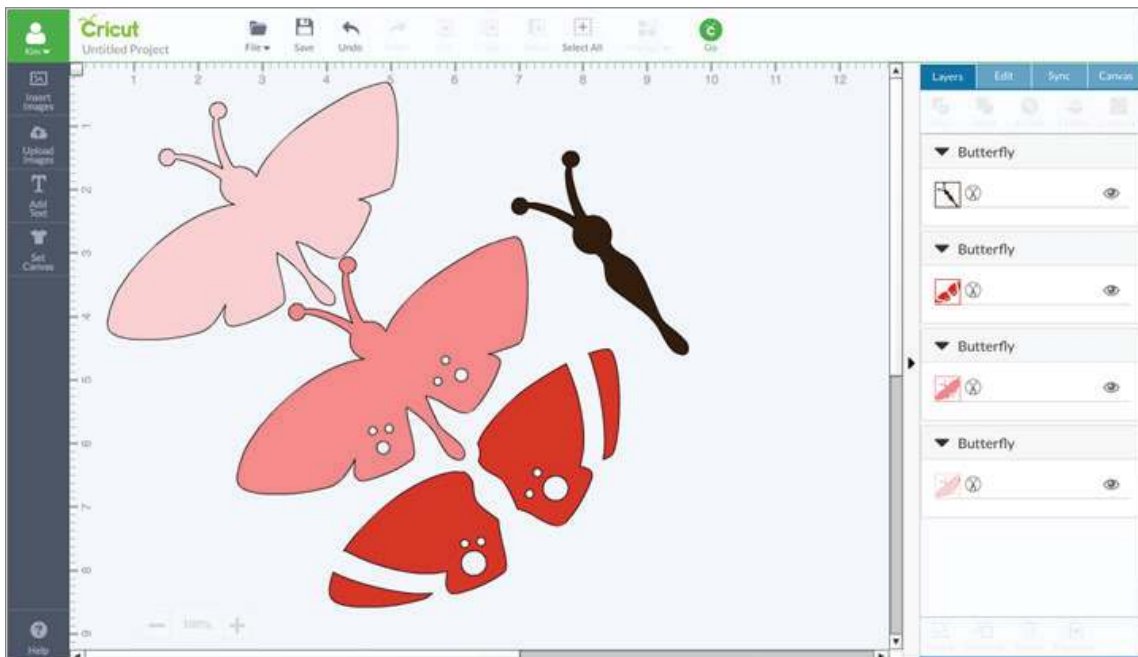
Upload Images - Overview

Cricut Design Space can work with files created from other design software. The files can include solid colors or solid color files, outlined text, or layers. However, layered images should remain ungrouped.

Your uploaded images also are available on the Insert Images screen. You can search by image name or tag, or you can select "uploaded" under the image filter.
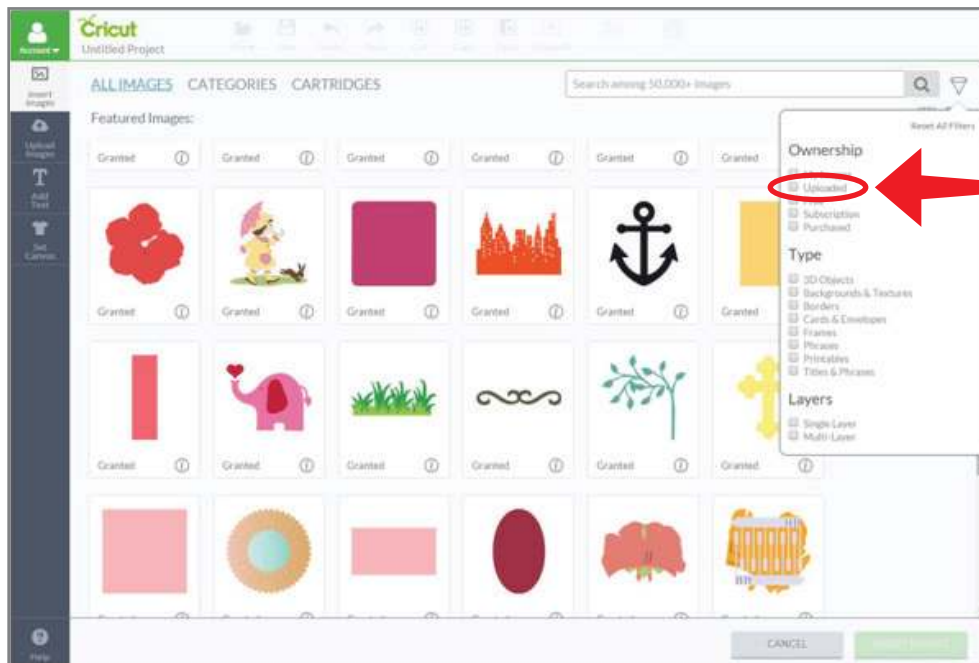
Upload Images – Basic Upload

Cricut design Space gives you the ability to upload and convert most .jpg, .bmp, .png and .gif images into cuttable shapes for free.

Step 1: To begin a basic upload, click "Upload Images" on the left side of the design screen.
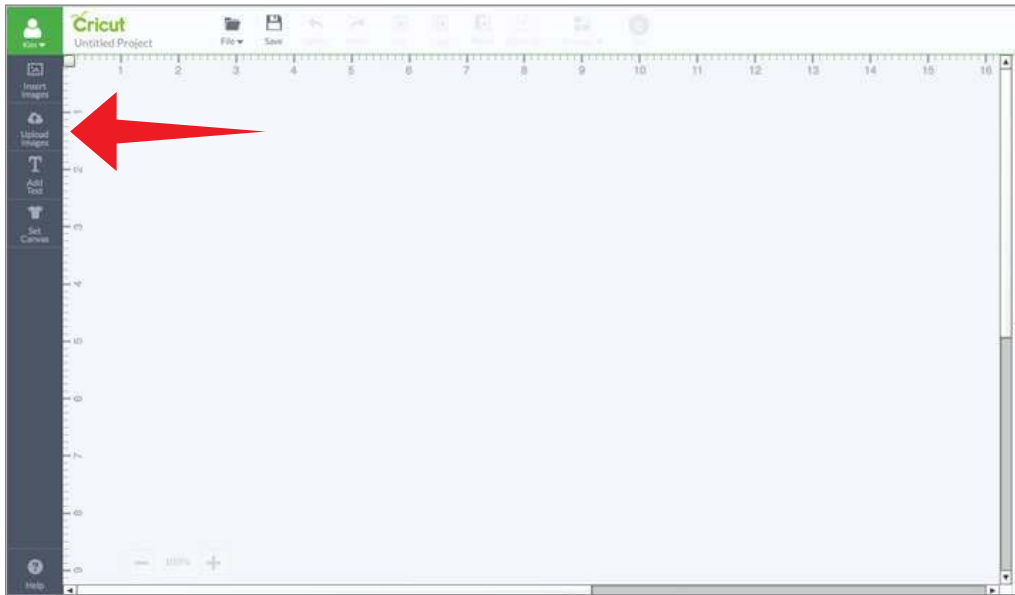
Step 2: A window will open which prompts you to choose your image file type. "Basic Upload" allows you to work with .jpg, .bmp, .png and .gif image files. To begin, choose "Upload Image."
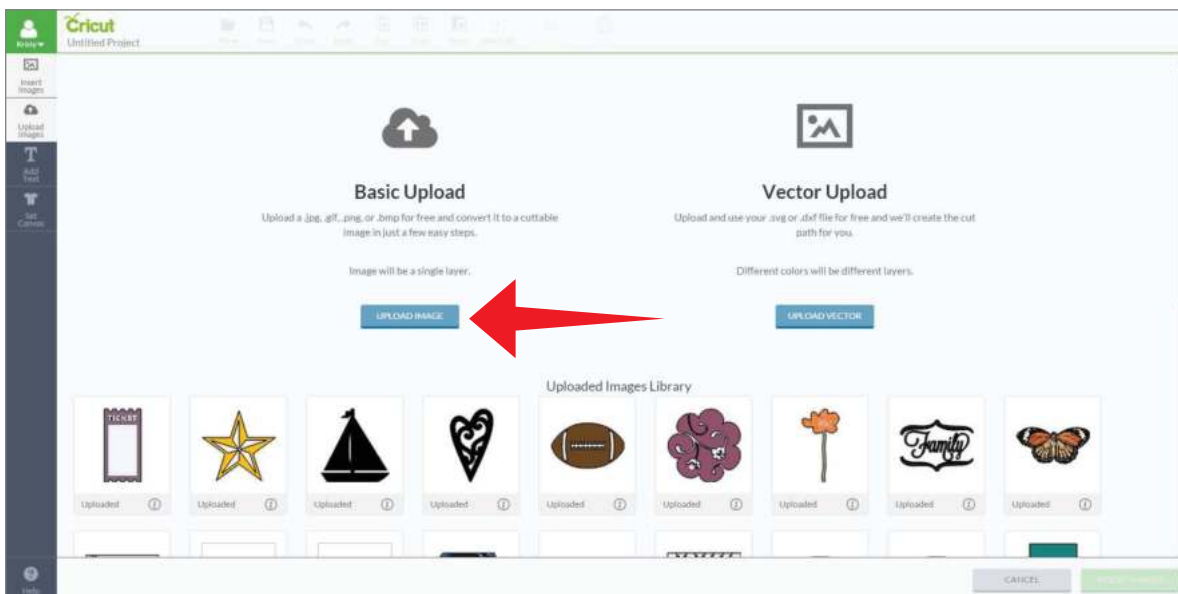
Upload Images – Basic Upload

Step 3: Click "Browse" to find the image you want to use from your computer. The file selector will open. Select the .jpg, .gif, .png, or .bmp file you want to upload.
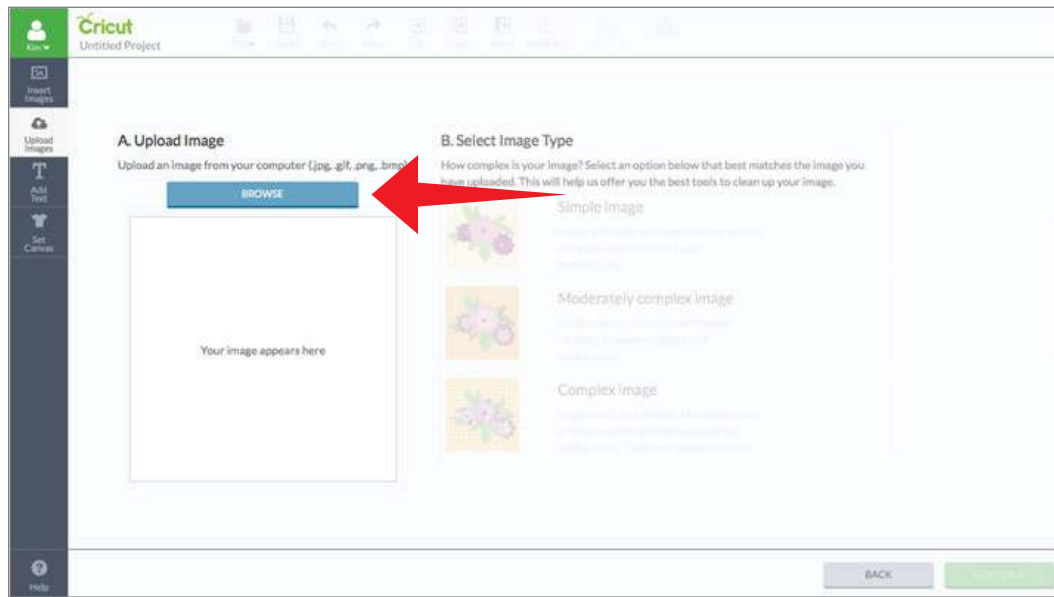
Step 4: Choose if your image is basic, moderately complex, or complex based on the descriptions found on the screen. Matching up the image that most closely aligns with your uploaded image will help you better create the cut line. Click "Continue".
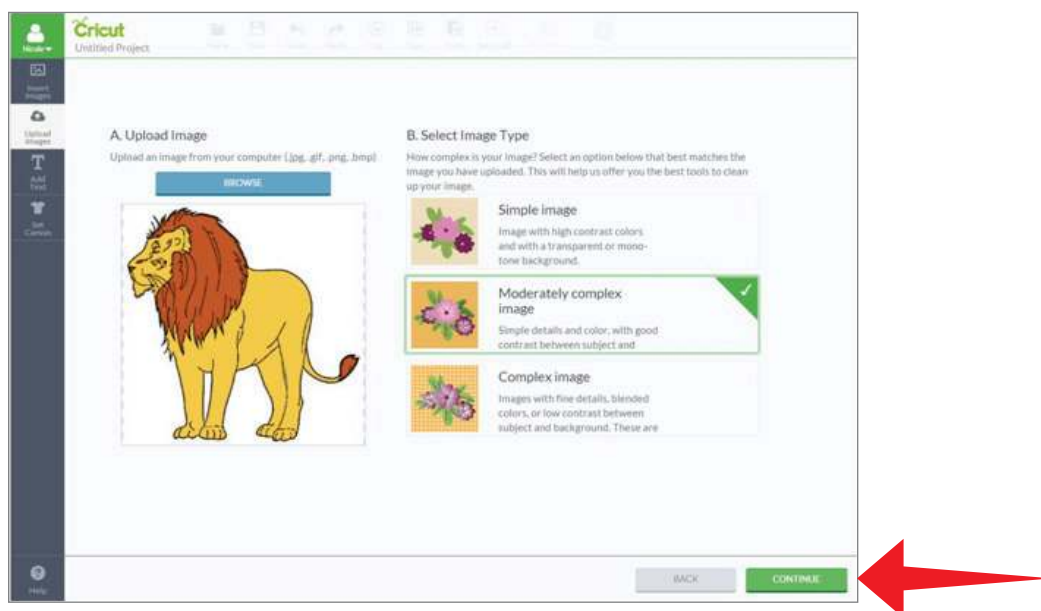
Upload Images

Step 5: In this step, you'll define the cut lines of your image. Use the Crop, Select & Erase, and Erase tools to remove the unwanted background from your image. The checkerboard background indicates the areas, which have been removed and will not cut. The solid areas represent the image you will use on the design screen.

Several tools help you clean up your images by deleting unwanted areas.

Crop – Delete all areas that are not selected when you drag the box over the image.

Select & Erase – Erase the areas with similar colors when you click on them.

Erase – Delete areas by clicking and dragging the circle over the image. Use the slider to size the eraser for better control.

In this example, a user would print the lion and cut around the edge.
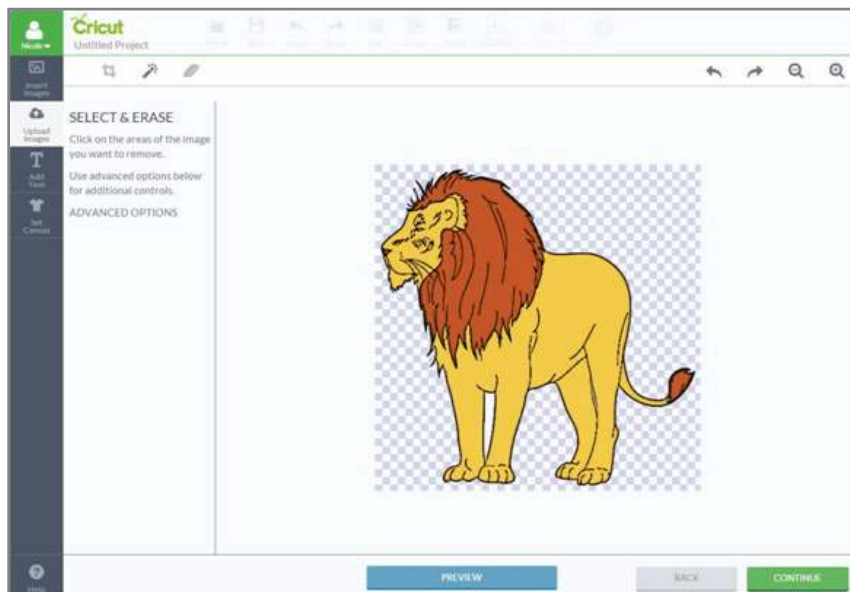
Upload Images

Step 6: Once you have removed the unwanted areas, select "Preview" to show the cut lines of your image. They will be displayed in red.

If the image doesn't appear as desired, click "Preview" again to return to the editing view. Then, continue to remove portions of the image until you are satisfied with the preview.
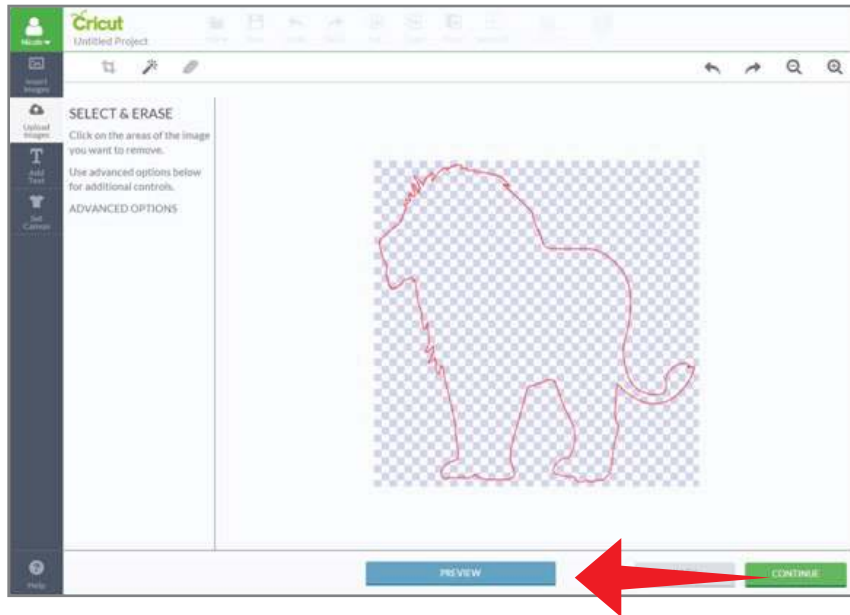
Step 7: Once the images is cleaned and meets your expectations, click "Continue".
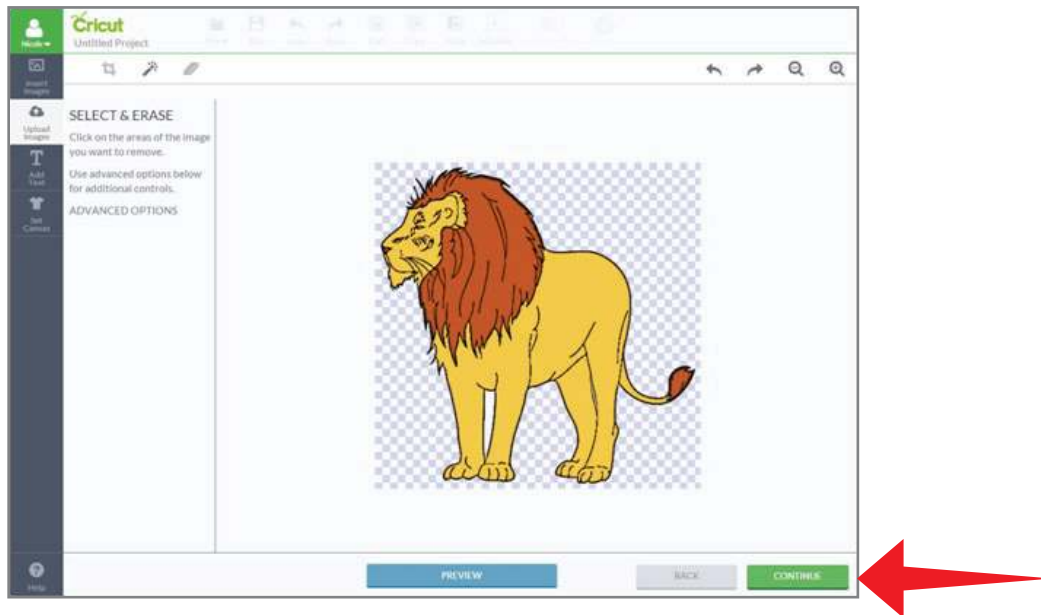
Upload Images

Step 8: Name your image and tag it (if desired) for easy searching. Decide if you want to preserve the entire image for print then cut. Saving with the box checked will add the image to the design screen as a print then cut image.
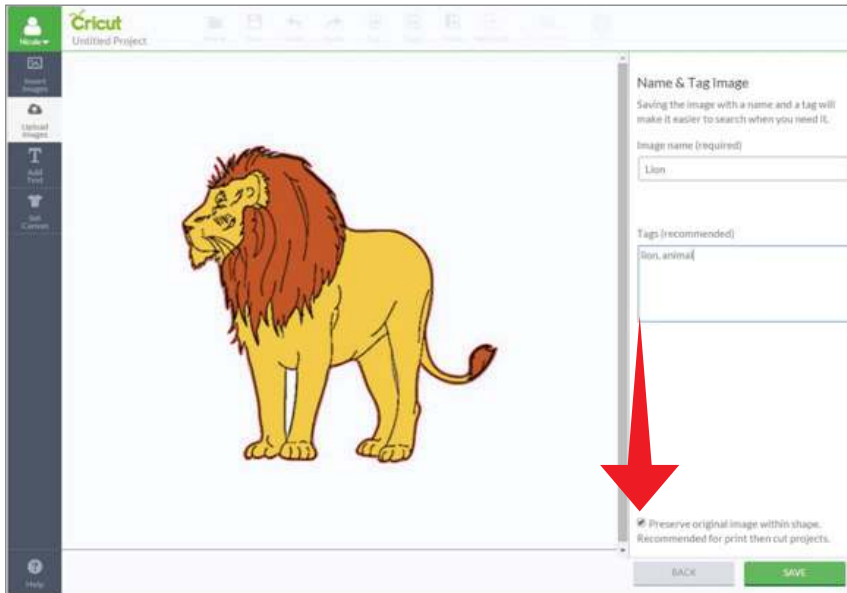
Saving with the box unchecked will save only the outside silhouette as the image cut path.

Step 9: When you are done, click "Save".
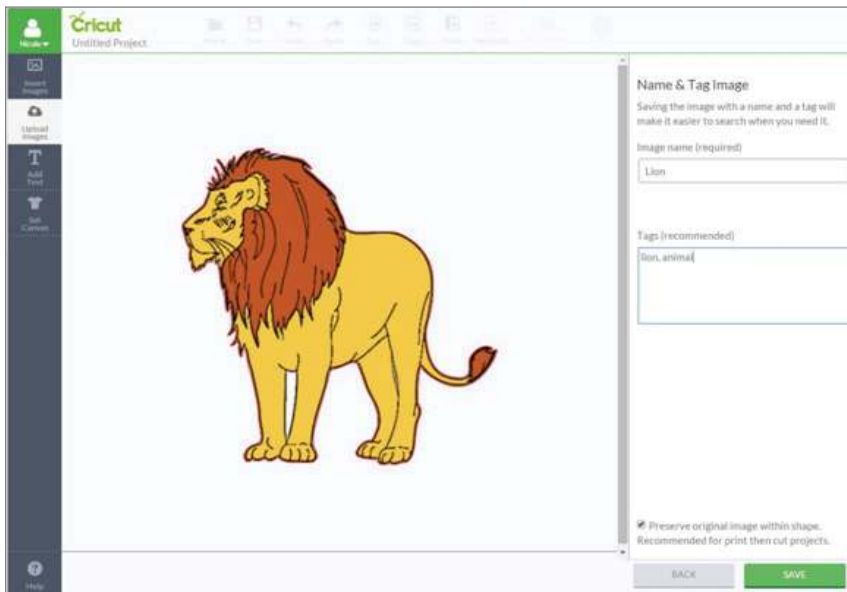
Upload Images

Step 10: You will return to the Upload Images window. The new image will appear in the Uploaded Images Library at the bottom of the screen. To add the image to your design screen, click on your image and a green check will appear indicating it is selected. Then click the Insert Images button.
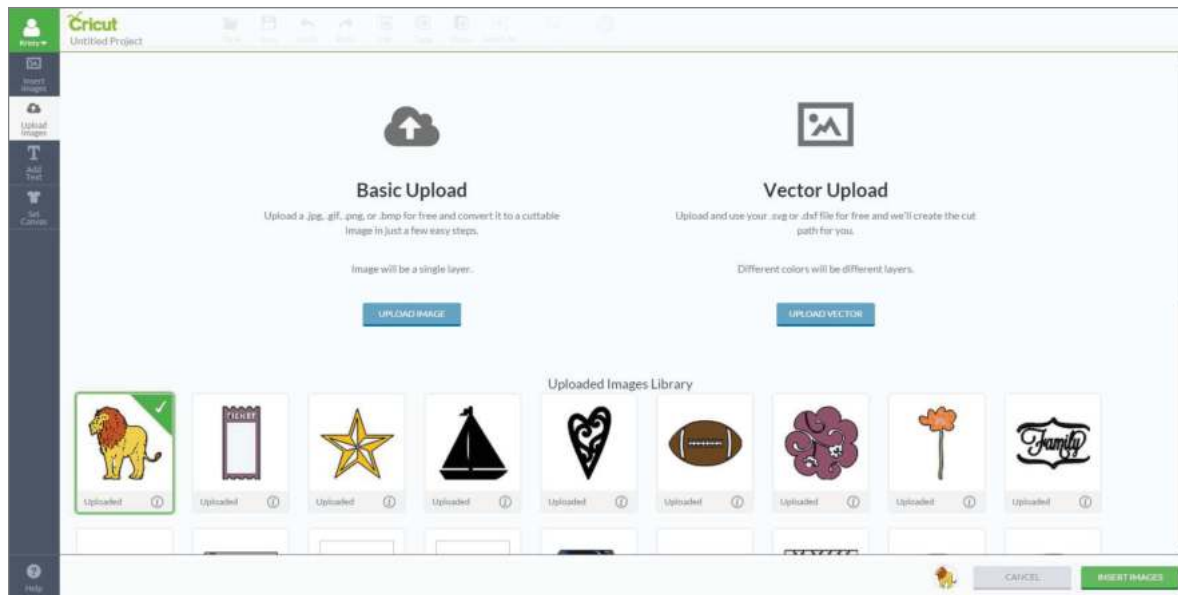
Tip: Your uploaded images also are available on the Insert Images screen. You can search by image name or tag, or you can select "uploaded" under the image filter.

Please note: Cricut encourages you to respect the intellectual property rights of others and only make copies of images you own and are authorized to use.

Upload Images – Vector Upload

Cricut Design Space gives you the ability to upload and convert most .svg and .dxf files for free.

Step 1: To begin a vector upload, click "Upload Images" on the left side of the design screen.
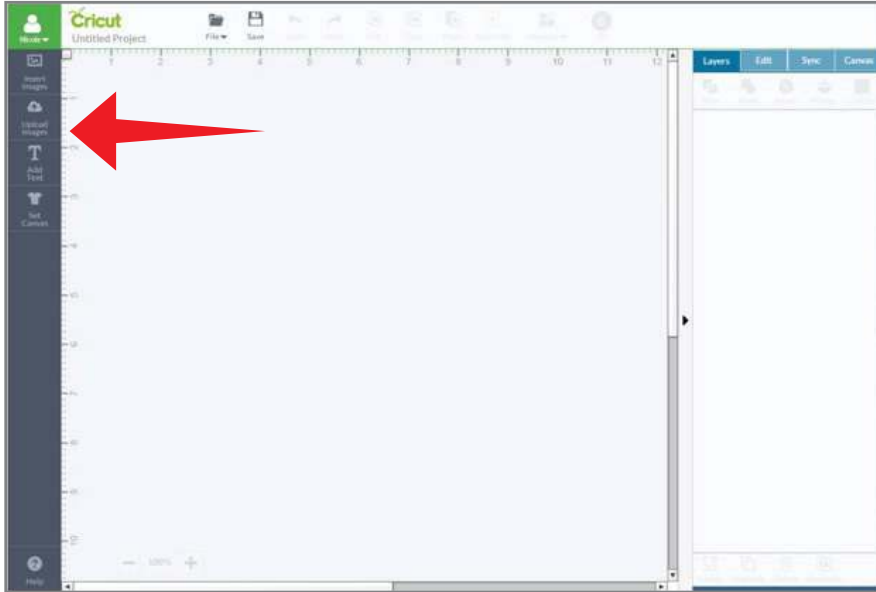
Tip: If you haven't already, you will need to sign in to your account.

Step 2: A window will open which prompts you to choose your image file type. "Vector Upload" allows you to work with .svg or .dxf files. To begin, choose "Upload Image."
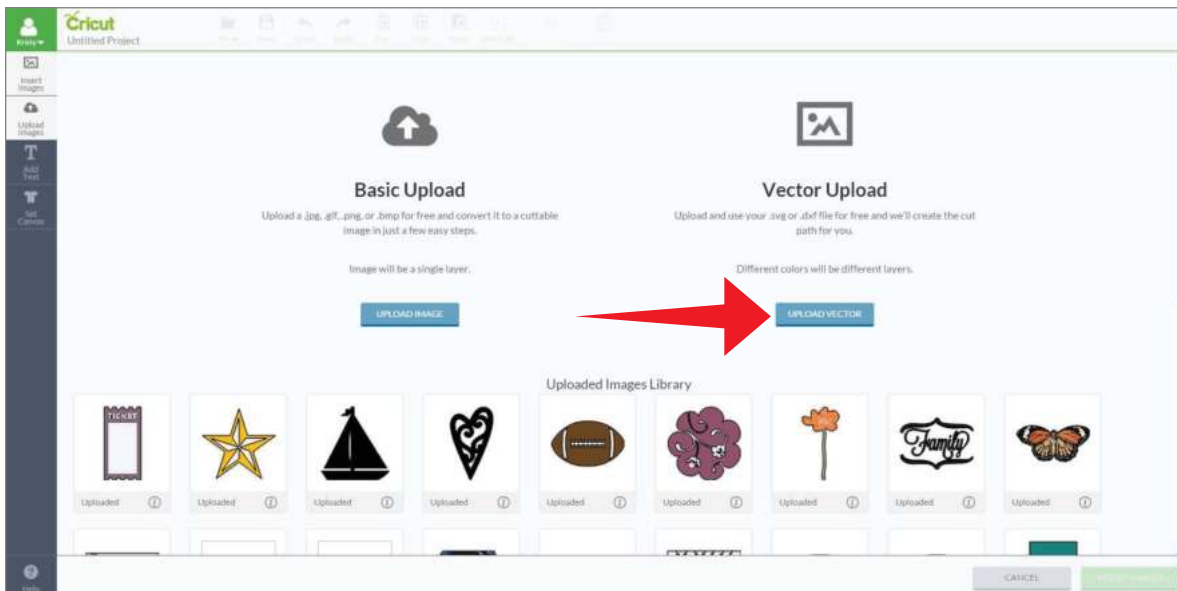
Upload Images – Vector Upload

Step 3: Click "Browse" to find the image you want to use from your computer. The file selector will open. Select the .svg or .dxf file you want to upload.
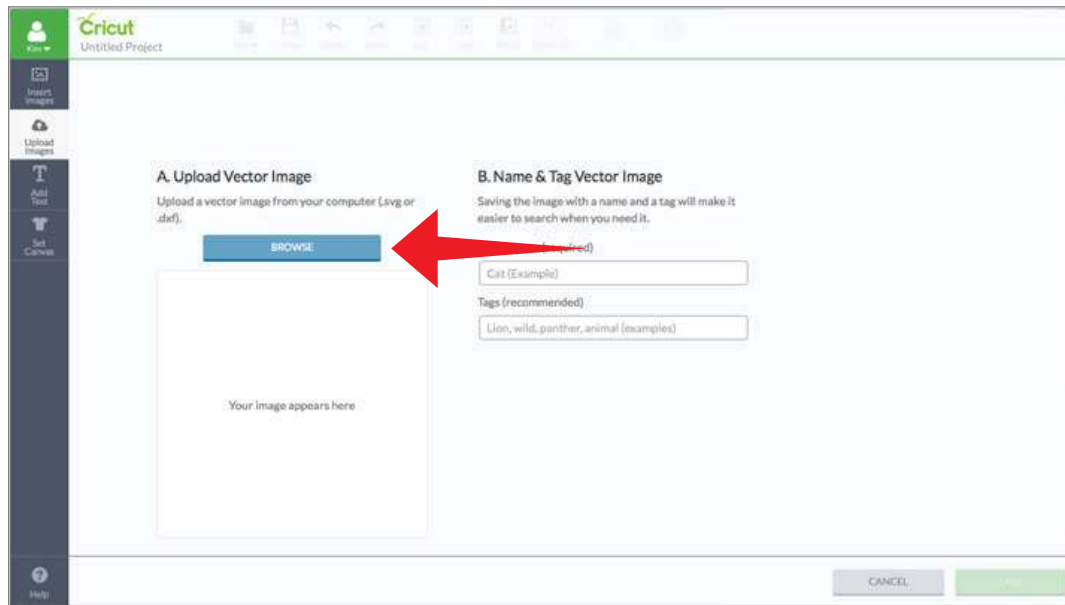
Tip: Cricut Design Space can work with files created from other design software. The files can include solid colors or solid color fills, outlined text, or layers. However, if you have layered images, you should ensure that the layers are ungrouped in the original file.

Step 4: Name your image and tag it (if desired) for each searching and click "Save".
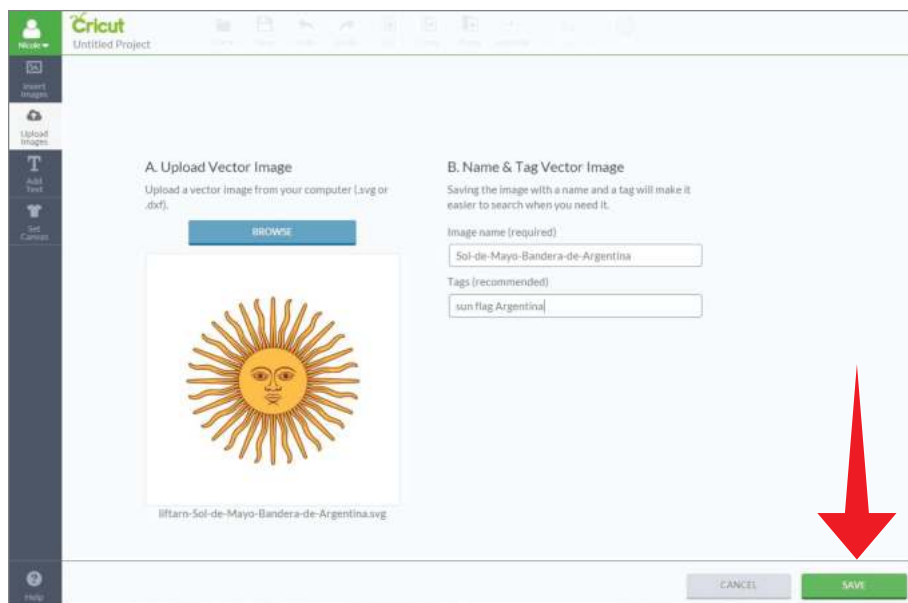
Upload Images – Vector Upload

Step 5: You will return to the Upload Images window. The new image will appear in the Uploaded Images Library at the bottom of the screen. To add the image to your design screen, click on your image and a green check will appear indicating it is selected. Then click the Insert Images button.

Tip: Your uploaded images also are available on the "Insert Images" screen. You can search by image name or tag, or you can select "Uploaded" as an ownership filter.
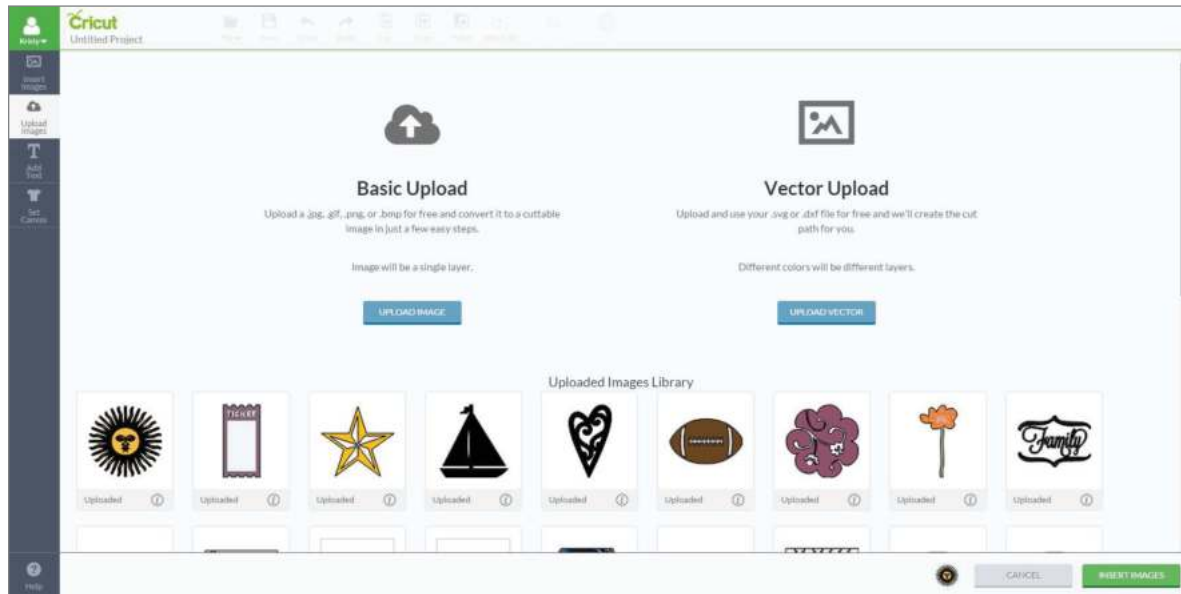
Step 6: Vector images will appear on your design screen as a grouped image. If ungrouped, the image layers can be moved and sized separately.
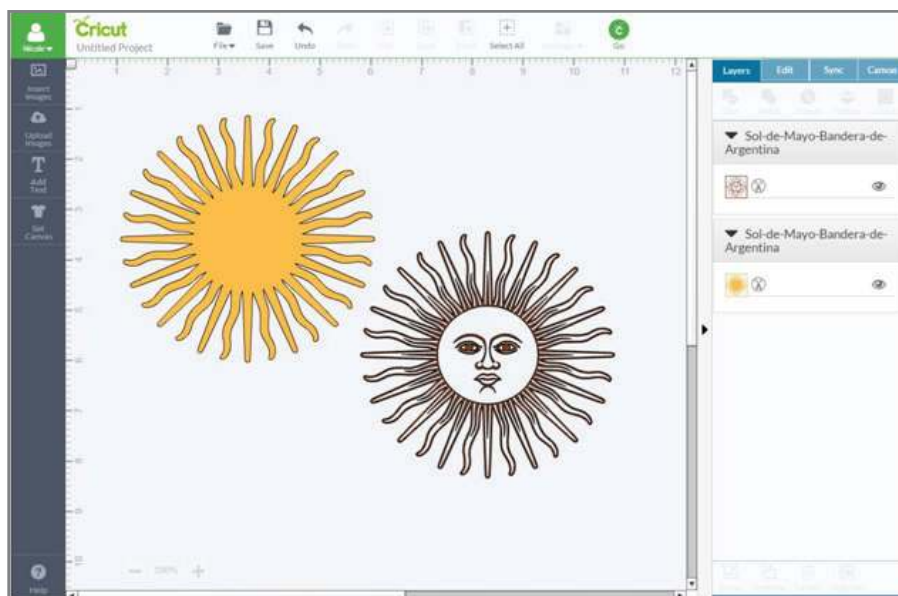
Please note: Cricut encourages you to respect the intellectual property rights of others and only make copies of images you own and are authorized to use.

Selecting a single image

If you wish to edit an image on the design screen, it must to be selected. There are four ways to select a single image:

1. Select by clicking on the image on the design screen
2. Select the image in the Layers panel
3. Select an image by drawing a box
4. Select a single image with the Select All button

Tip: When you select an image, you select all of the layers that are grouped together. If you would like to select an individual layer, you will need to ungroup the image by clicking "Ungroup" on the bottom of the Layers Panel.

Option 1: Select by clicking on an image on the design screen

Click on the image on the design screen to select it. You will know the image is selected when a bounding box appears and the image is highlighted in gray on the Layers panel.

Tip: To deselect the image, click outside the bounding box.
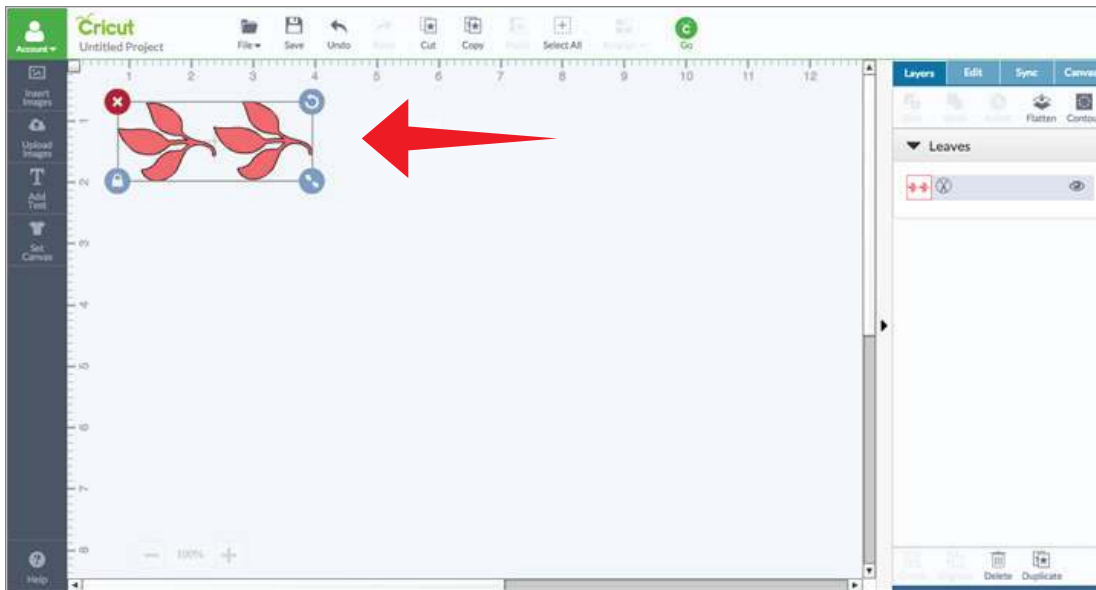
Selecting a single image

Option 2: Select an image in the Layers panel

Click the name of the image in the Layers panel. This will also select the image on the design screen.
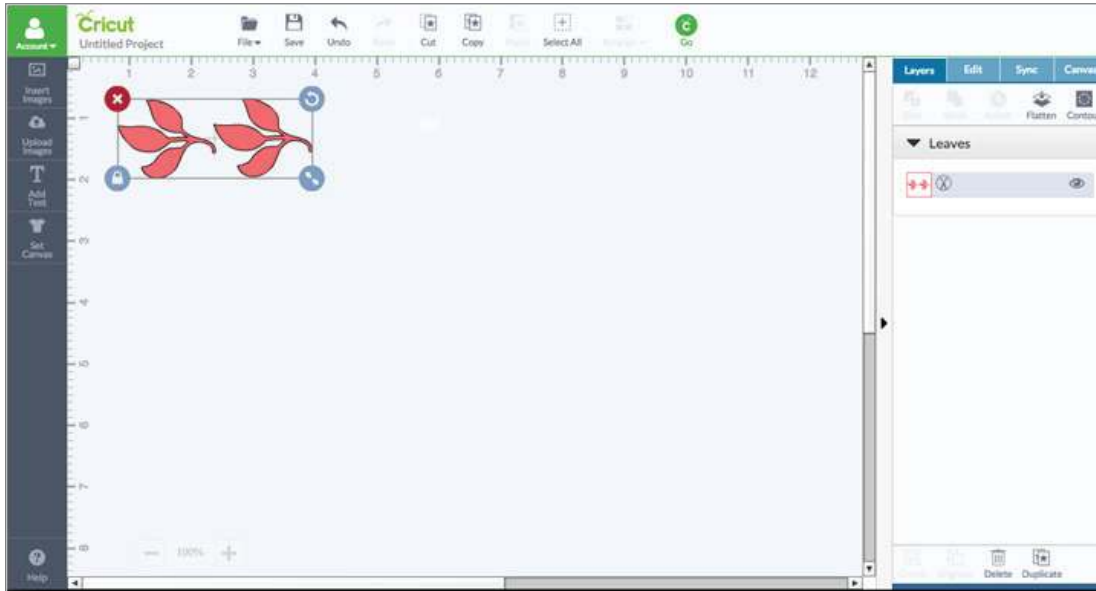
Option 3: Select an image by drawing a box

Draw a box around the image by clicking outside the image and then holding while you drag a box completely over the image you would like to select.

Tip: The image must be completely within the blue box in order for it to be selected.
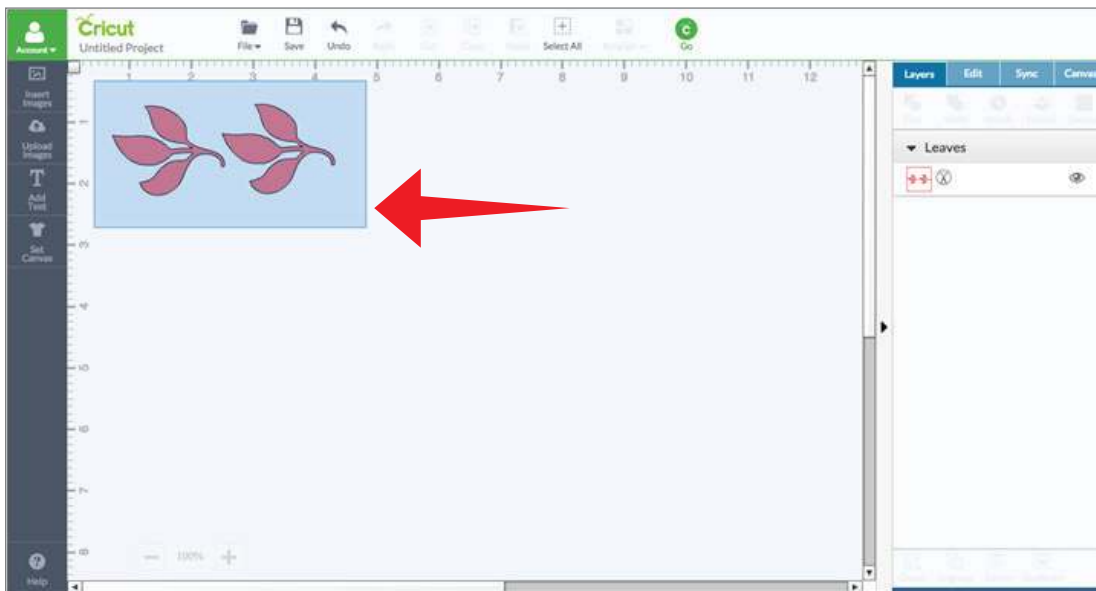
Selecting a single image

Option 4: Select a single image with the Select All button

If you only have one image on your screen, you can select it by clicking the Select All button at the top of the design screen.
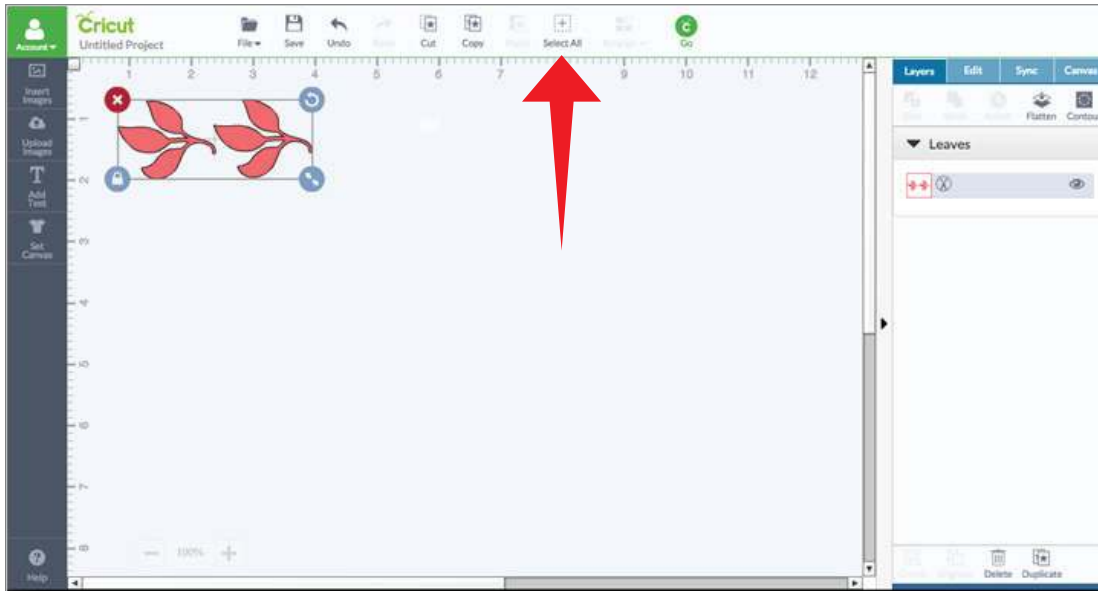
Tip: If more than one image is on the design screen, clicking the Select All button will select all the images on the screen.

Selecting multiple images

Once images have been added to the design screen, the images will need to be selected in order to make edits. You can choose to select an individual image or select several images at once. Selecting images together allows you to move, size and rotate them at the same time. There are three ways to select multiple images at once:

1. Select by clicking on the images on the design screen
2. Select the images in the Layers panel
3. Select an image by drawing a box

Option 1: Select by clicking on the images on the design screen

Click on the first image so the bounding box appears. Without deselecting that image, hold down the Shift key on your keyboard and click on the other images you wish to select. The bounding box will grow as images are selected and the images are highlighted in gray on the Layers panel. Continue the process until all desired images are selected.

Tip: To deselect all the images, click on a blank area of the design screen.
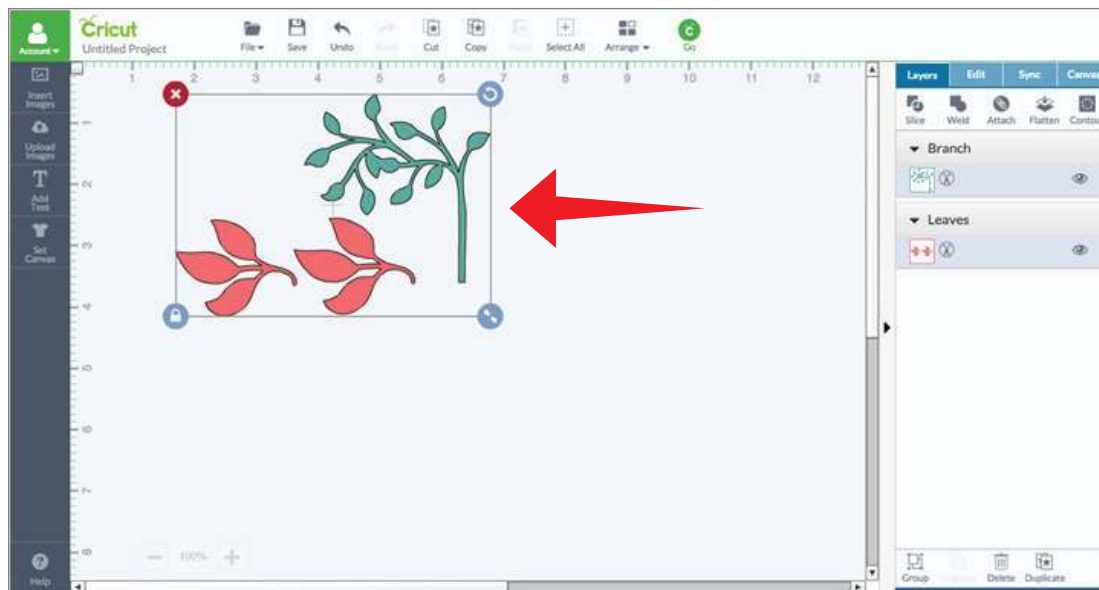
Selecting multiple images

Option 2: Select images in the Layers panel

Click the name of the first image in the Layers panel. This will also select the image on the design screen. Holding down the Control button on your PC (Command key on your Mac), click the names of the other images you wish to select.
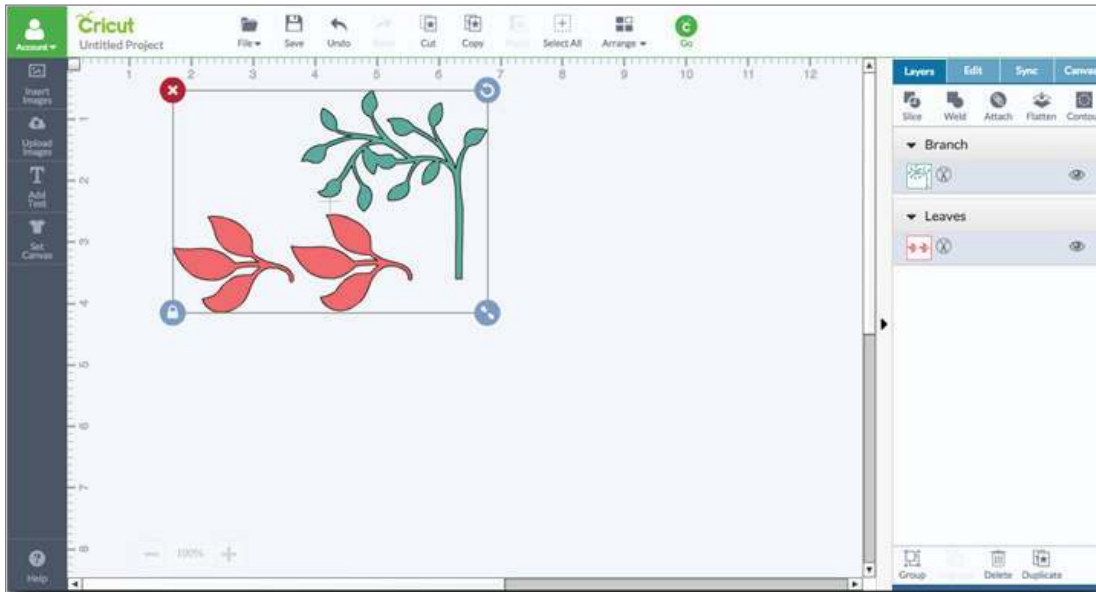
Option 3: Select images drawing a box.

Draw a box around the images by clicking outside the images and then holding while you drag a box completely over the images you would like to select.

Tip: The images must be completely within the blue box in order for them to be selected.
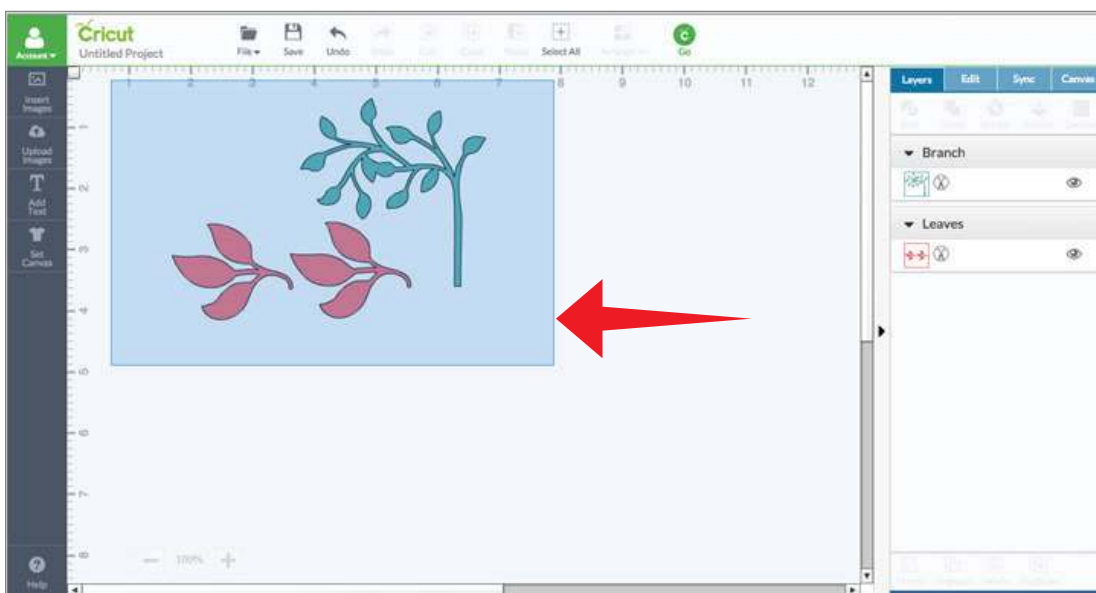
Tip: Selecting multiple images and Grouping images are very similar. However, selecting multiple images temporarily allows you to edit the images at the same time. Each image will require selection every time you want to move, size, or rotate it. Grouping images makes multiple images act as a single image. When a group is selected, all images or layers are available for edit and can instantly be move sized or rotated. To create an image group, select the images you want grouped together and click the Group button at the bottom of the Layers panel.

Image bounding box

The bounding box is the box that appears around your image when it is selected. Each corner of the bounding box allows you to make a quick edit.

- **Top left – delete the image**
- **Top right – rotate the image**
- **Bottom right – resize the image**
- **Bottom left – lock/unlock the image proportions for sizing**
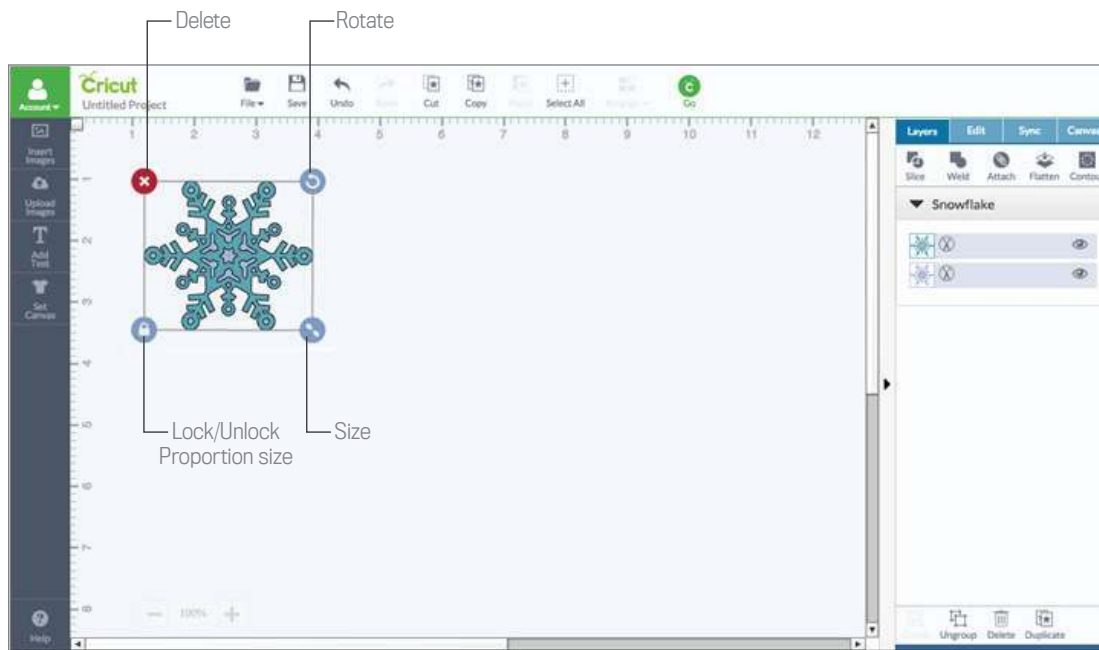
Image bounding box

To view the bounding box, click on the image.

Delete – Remove the image from the design screen by clicking on the red "X" in the top left corner of the bounding box. The image will no longer appear on the design screen and will be deleted from the Layers panel.
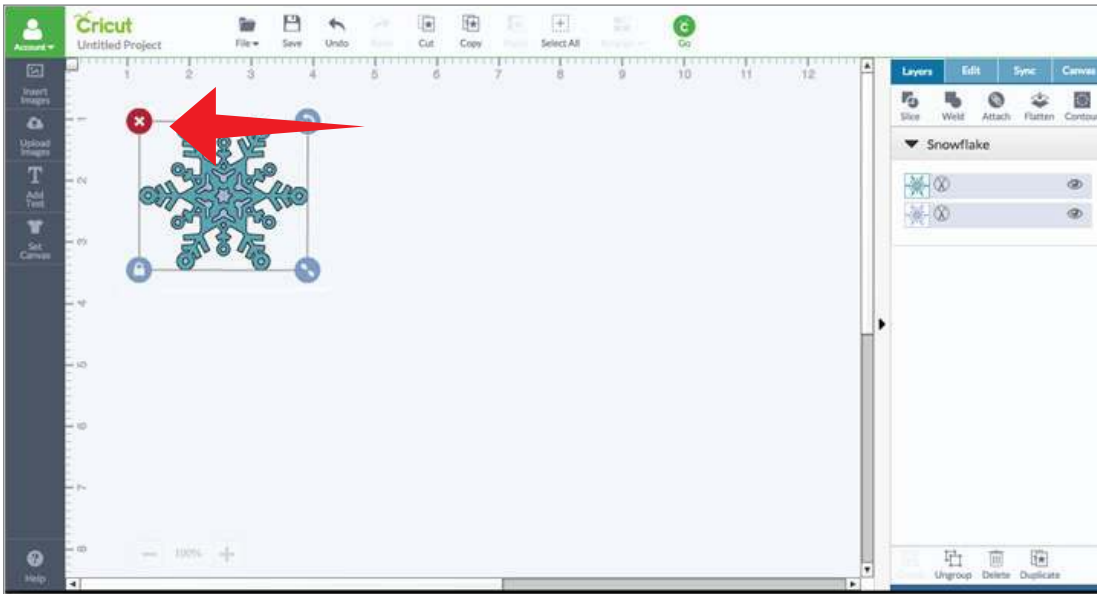
Image bounding box

Rotate – Click and hold the circular arrow icon in the top right corner of the bounding box and drag it in any direction. As you drag the rotate handle, an angle indicator appears in the gray box next to the arrow icon.

Tip: *Image rotations on the design screen are for visualization only and will not be reflected on the mat preview unless you attach multiple rotated images to another layer. If you would like to rotate your image for cutting, do so on the mat preview.*
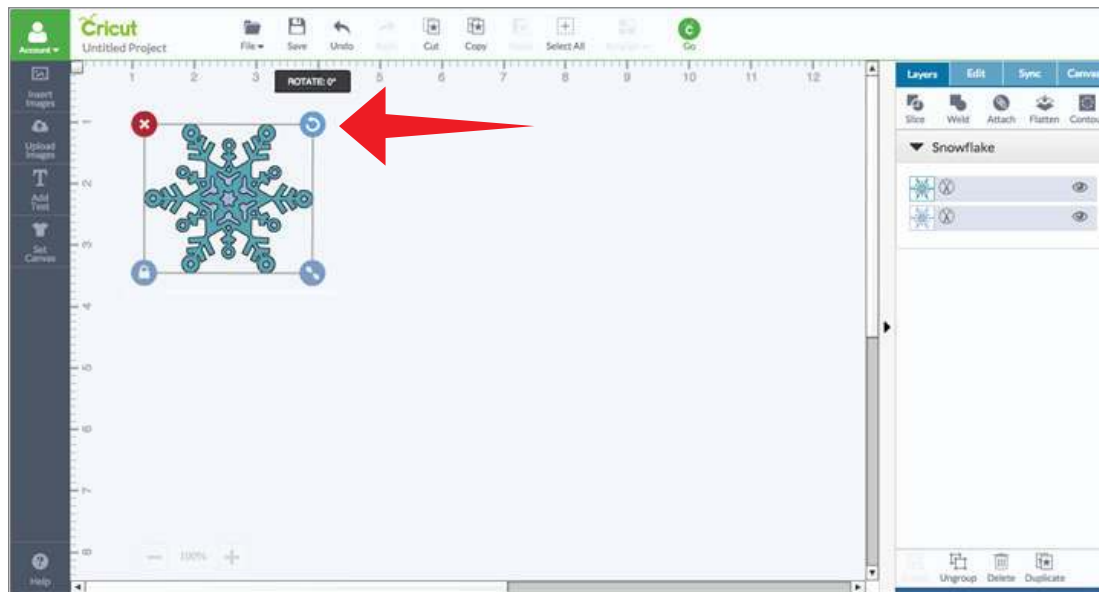
Image bounding box

Sizing with locked proportions

Locked proportions – The closed lock icon on the bottom left corner of the bounding box indicates you will change the width and height at a constant ratio, keeping the image proportional.

Size: To size the image with locked proportions, click and hold the blue arrow icon on the bottom right corner of the bounding box and drag it diagonally. As you make changes, the image size will be reflected in the gray box next to the arrow icon.
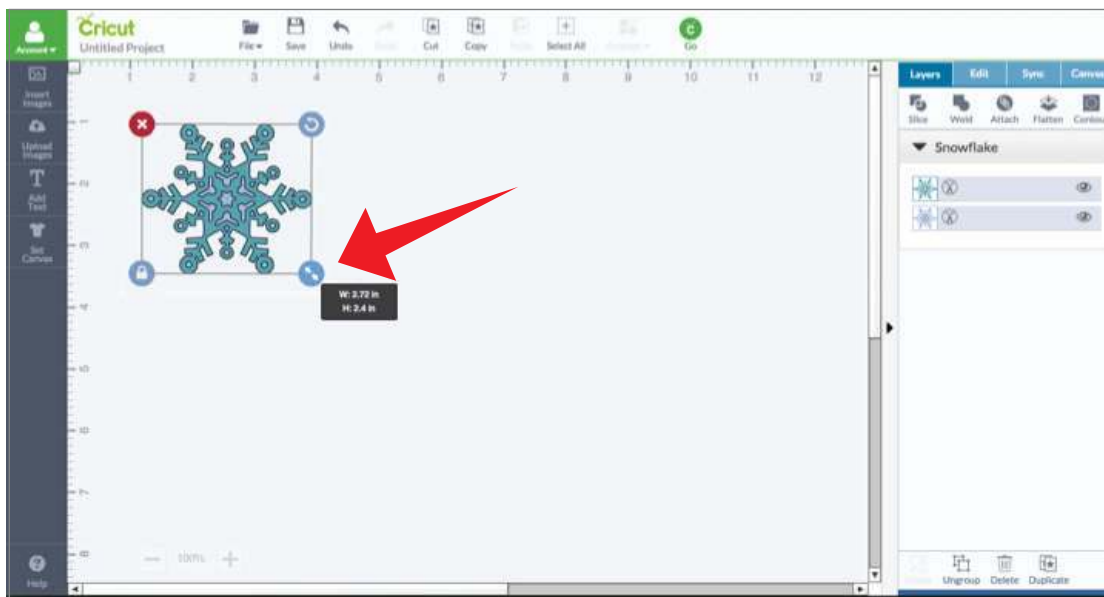
Image bounding box

Sizing with unlocked proportions

Unlocked proportions– The open lock icon on the bottom left corner of the bounding box indicates you will change the width and height of the image independent of each other.

Size – To size the image with the proportions unlocked, click and hold the green compass icon on the bottom right corner of the bounding box and drag in any direction. Dragging the icon directly left or right changes only the width. Dragging the icon up and down changes only the height. You also can drag the icon diagonally to change that height and width at the same time without holding a constant size ratio.
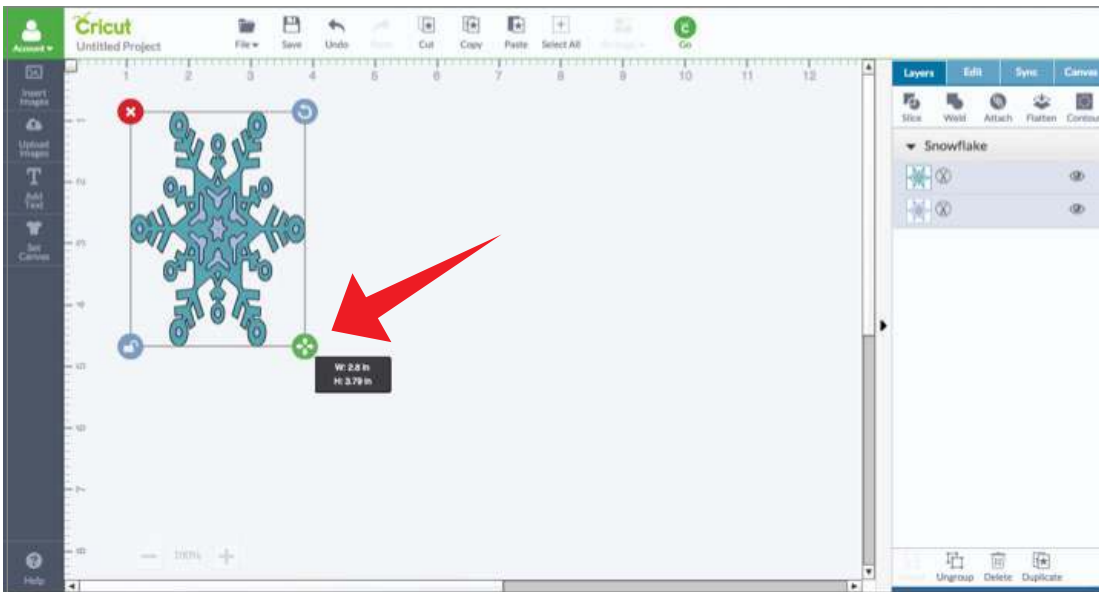
Sizing an image

Cricut Design Space allows you to cut or draw images up to 11.5" x 23.5" and print then cut images up to 6" x 8.5" (Print then cut sizing may vary depending on your browser, Chrome can only size print then cut at 5.5" x 8").

The bounding box around the image defines the image size. Width is the length of the widest points in the horizontal direction while the height is the length of the further points on the vertical direction. When an image is rotated, the width and height remain constant.

When sizing an image, you can keep the size ratio constant so that the length and width stay proportional, or you can size the length and width individually.

There are two options for sizing an image with a constant size ratio which keeps the image proportions.

Option 1: Size the image using the bounding box

Step 1 Select the image so that the bounding box appears.
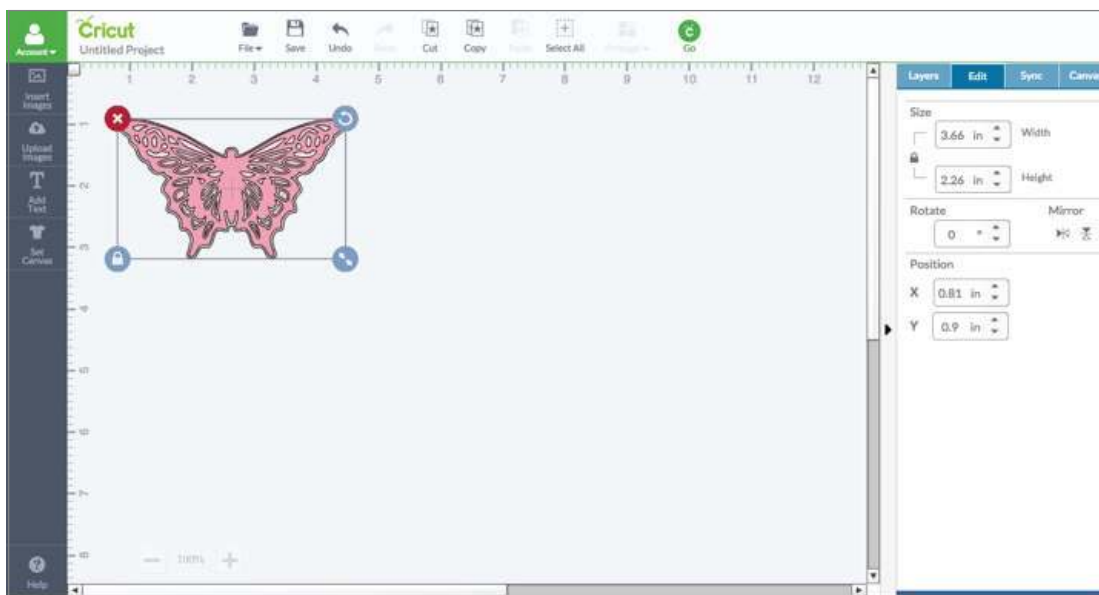
Resizing an image

Step 2 Click the arrow icon on the bottom right corner of the bounding box, and drag it diagonally to make the image larger or smaller. As you make changes, the image size will be reflected in the gray box next to the arrow icon.

Once image sizing is complete, the Edit Panel will update to reflect the new size of the image.
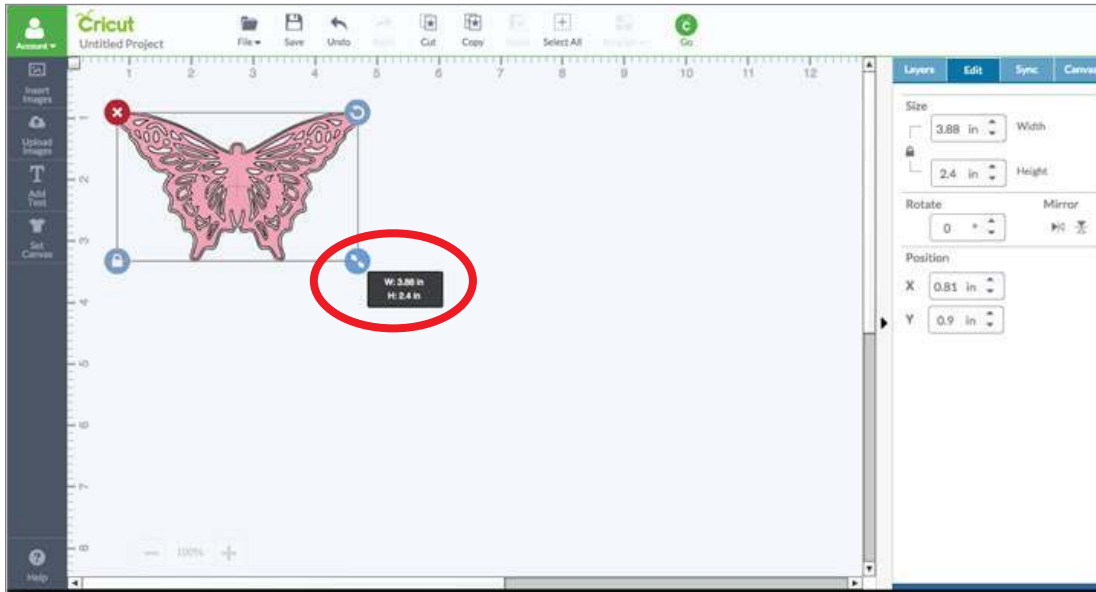
Tip: *If the lock icon on the bottom left of the bounding box is closed; as you drag the arrow the ratio between height and width will remain constant and the image will keep in proportion.*

Resizing an image

Option 2: Size the image using the Edit Panel for specific size requirements

Step 1 Select the image so that the bounding box appears. Once your image is selected, you will see the size reflected in the Edit Panel.
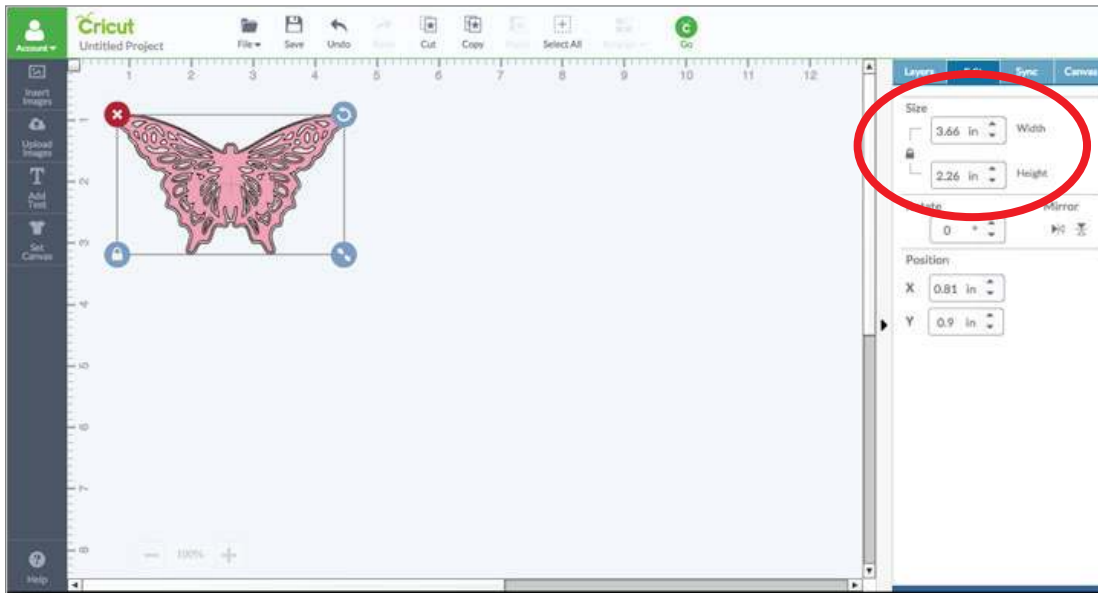
Step 2 Click in the box next to Width or Length and type in your specific size. You also can use the arrows to increase or decrease the size in 0.1" increments. The closed lock icon indicates that the width and length will change at a constant size ration keeping the image in proportion.
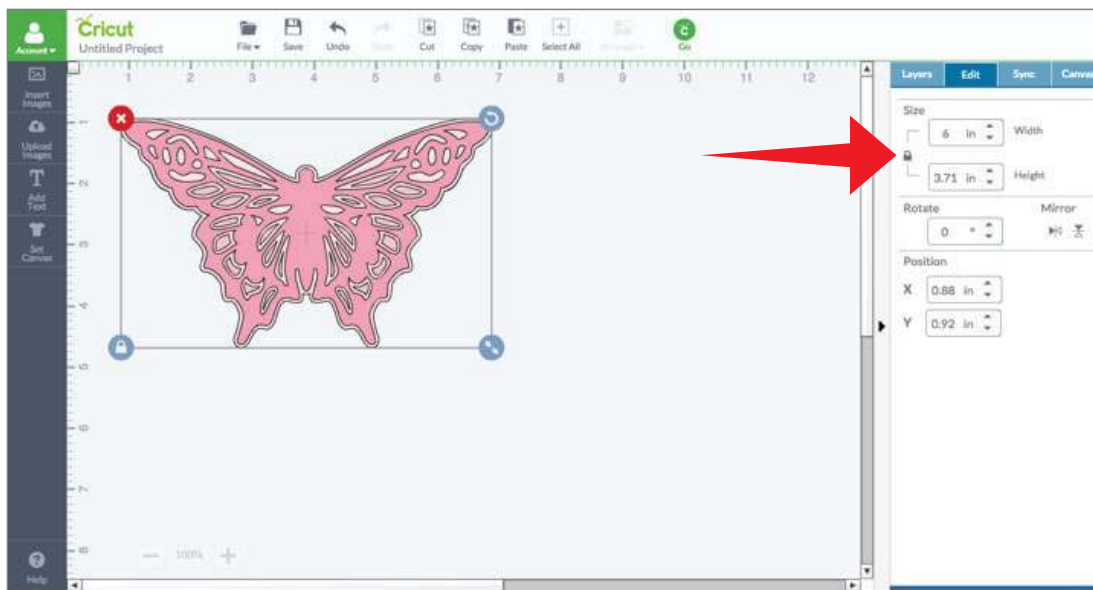
Resizing an image

There are two ways to size an image in one direction only, changing the image proportions.

Option 1 Size the image using the bounding box

Step 1 Select the image so that the bounding box appears.
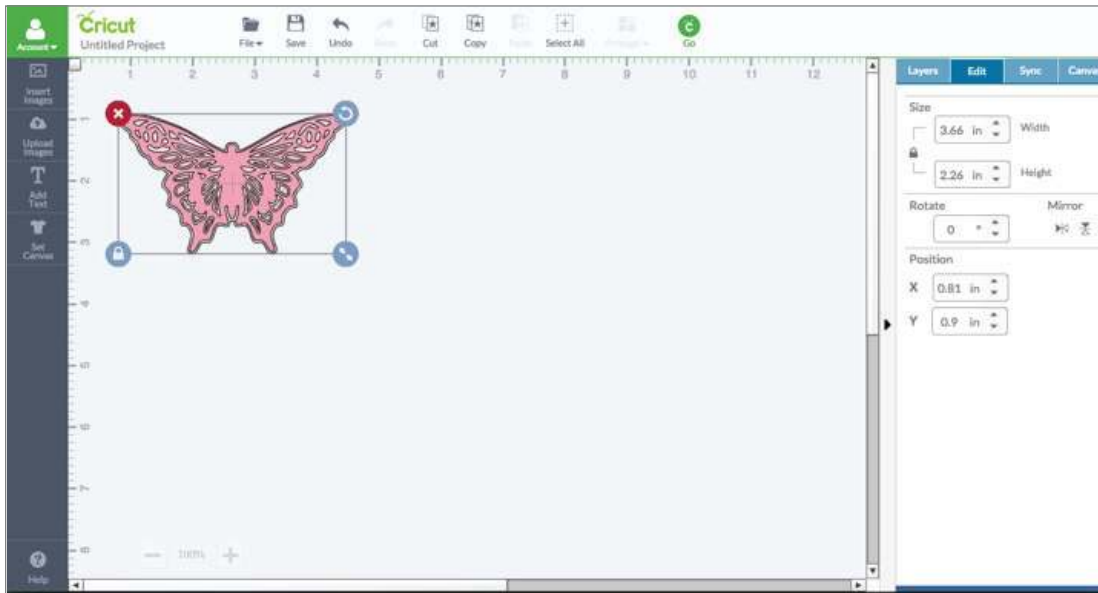
Step 2 Click on the lock icon on the bottom left corner of the bounding box. The bounding box will indicate that you can change the sizes individually. The lock icon will appear to be unlocked, and the arrow icon for sizing the image will change to green.
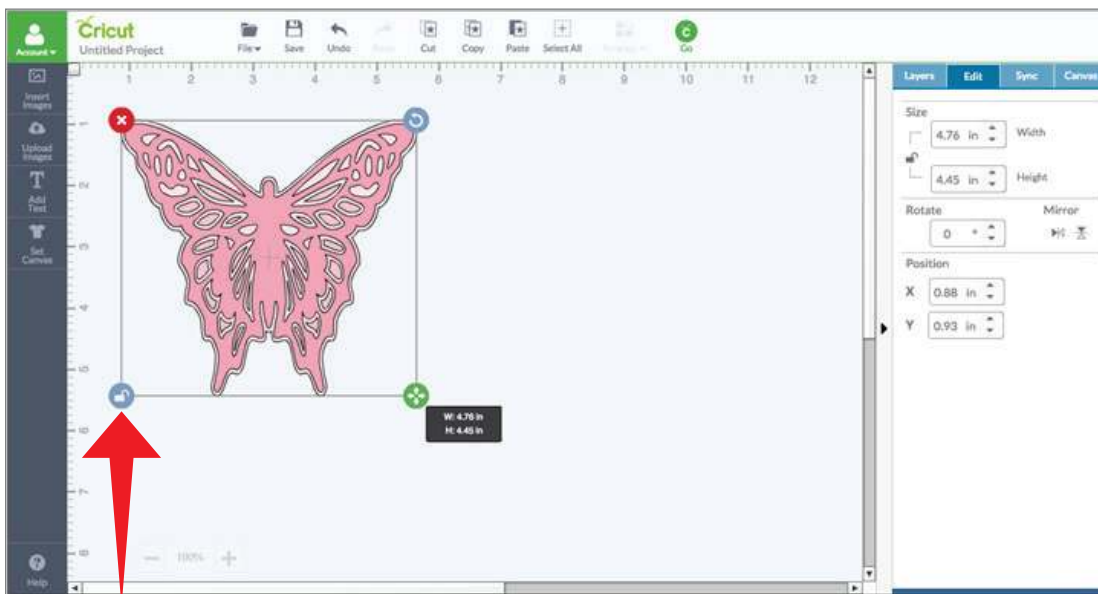
Resizing an image

Step 3 Click on and hold the green arrow icon while you drag it in any direction. Drag the icon directly left or right to change only the width; or drag it up and down to change only the height. You also can drag the icon diagonally to change that height and width at the same time without holding a constant size ratio.
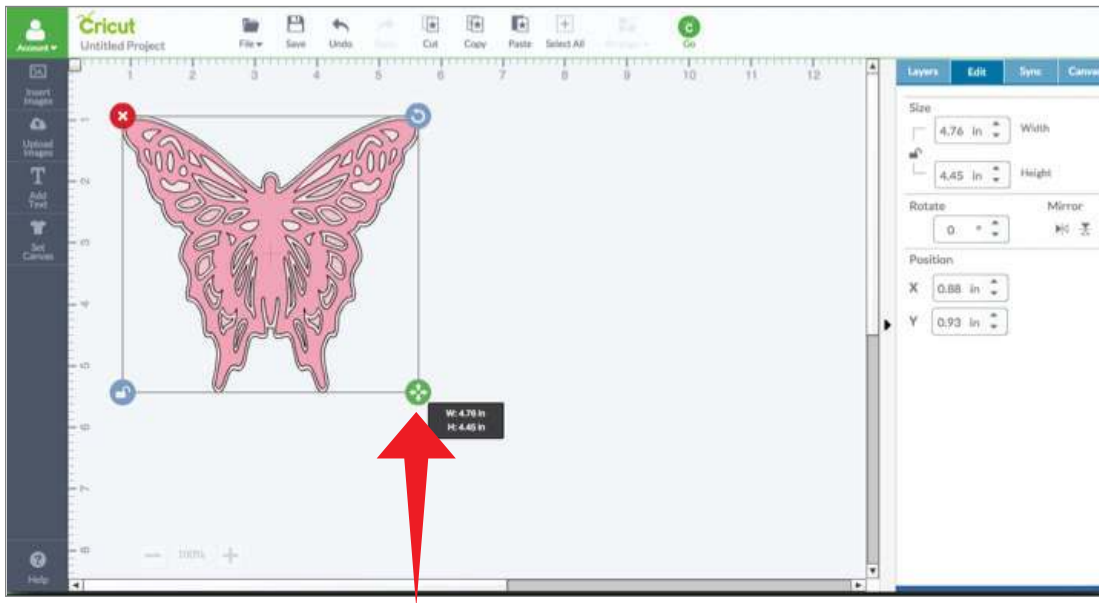
Option 2 Size the image using the Edit Panel for specific size requirements

Step 1 Select the image so that the bounding box appears. Once your image is selected, the size is show in the Edit panel.
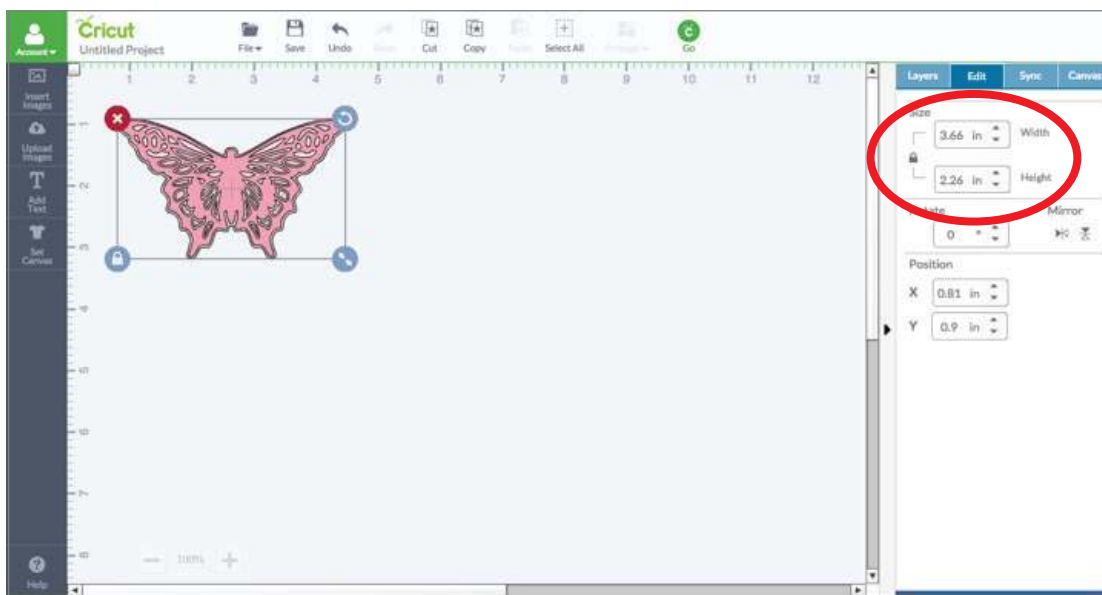
Resizing an image

Step 2 Click on the lock icon under size in the Edit Panel. The lock icon will now appear to be unlocked, and will indicate that you can change the length and width individually.
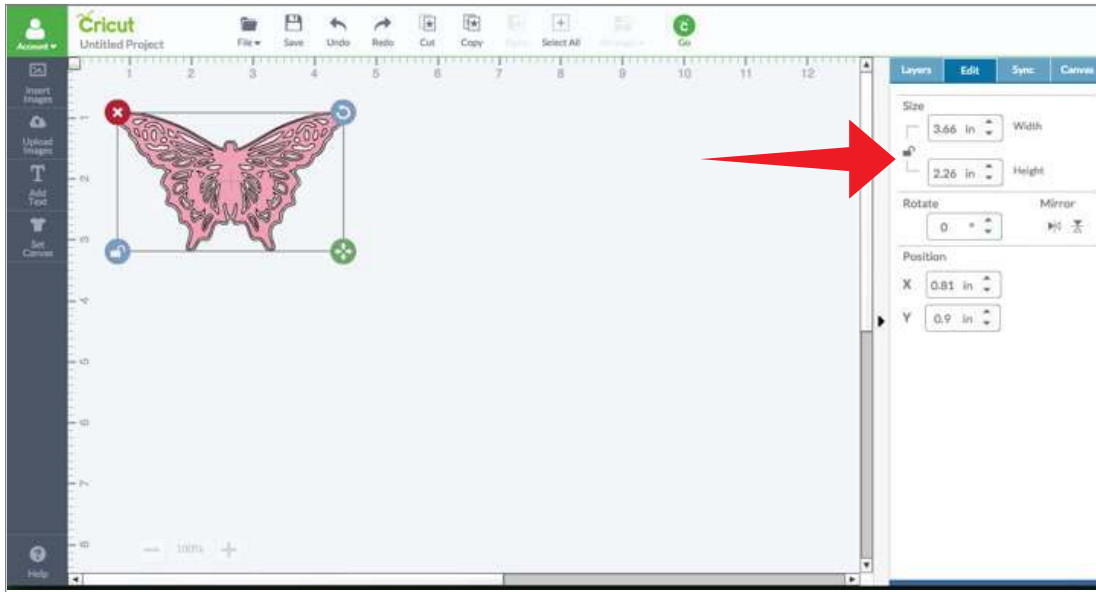
Step 3 Click in the box next to Width or Length and type in your specific size. You also can use the arrows to increase or decrease the size in 0.1" increments. The open lock icon indicates that changes to width or height will change independently.
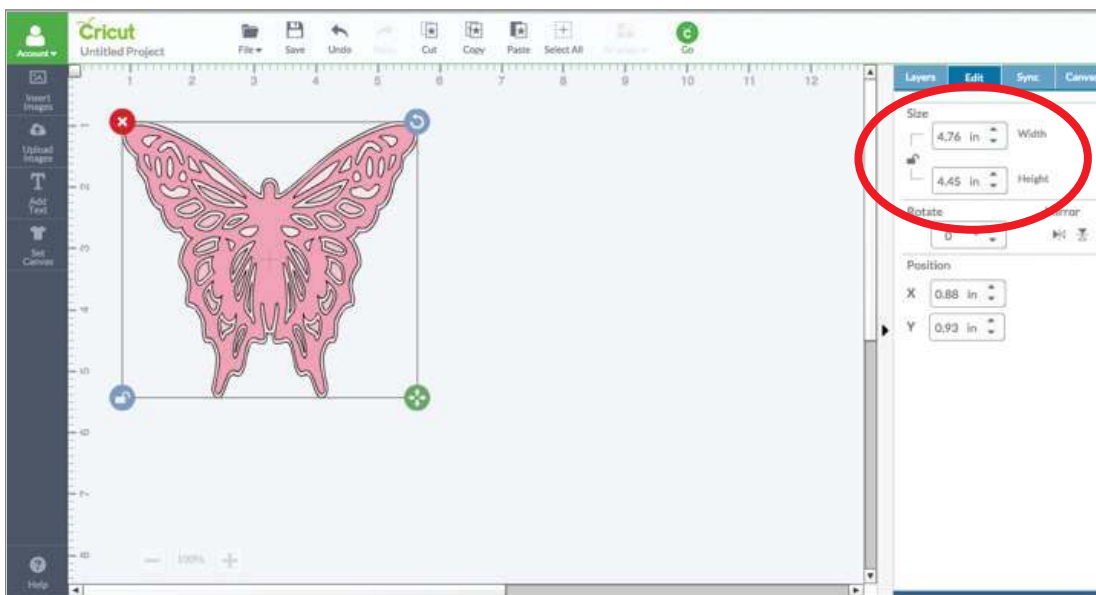
Rotating an image

Rotation helps to position your images on the design screen so that you can visualize your project. All images are added to the design screen at the 0 degree rotation. Images then can be rotated in one-degree increments between 0 and 360 degrees.

Tip: Image rotations on the design screen are for visualization only and will not be reflected on the mat preview unless you attach the rotated image to another layer. If you would like to rotate your image for cutting, do so on the mat preview.

There are two options for rotating images on the design screen:

1. Rotating using the bounding box
2. Rotating using the Edit panel

Using the bounding box allows you to freely change the rotation of the image by dragging, whereas changing the rotation angle in the Edit panel lets you type in a specific angle.

Option 1: Rotating using the bounding box

Step 1   Select the image so that the bounding box appears.
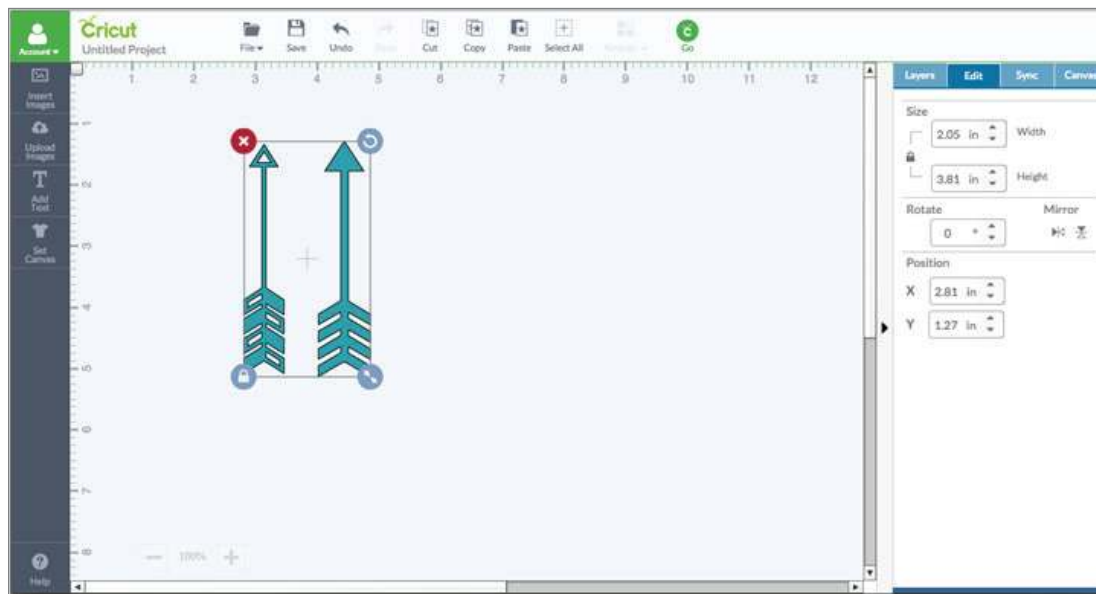
Rotating an image

Step 2 Click and hold the circular arrow icon in the top right corner of the bounding box and drag it in any direction. As you make changes, the image rotation will be reflected in the gray angle indicator near the image.
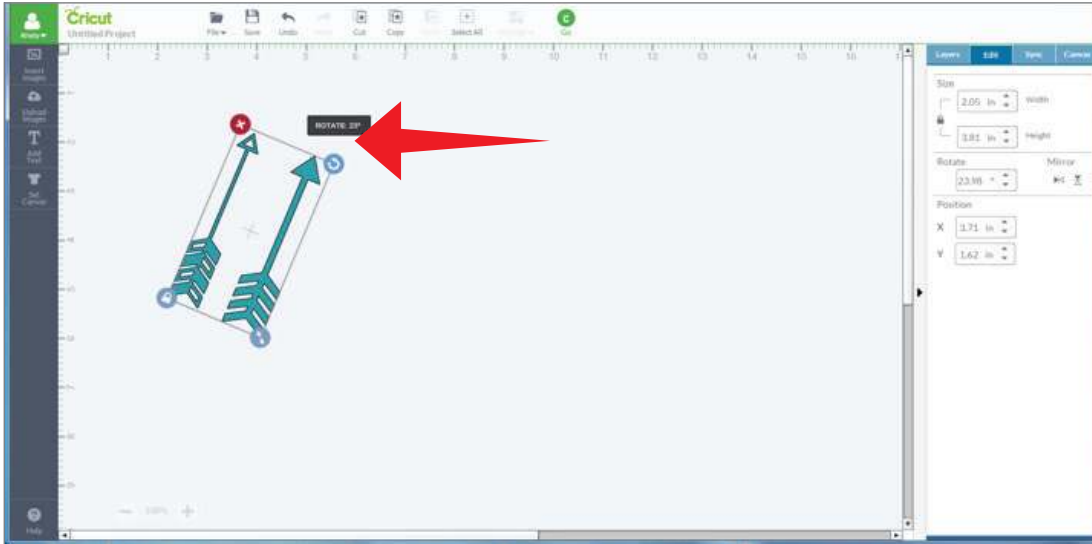
Once image rotation is complete, the Edit Panel will update to reflect the new angle of the image.

Tip: If you do not like the results of the rotation, the Undo button can safely undo any changes you make.

Option 2: Rotating using the Edit panel

Step 1 Select the image so that the bounding box appears.
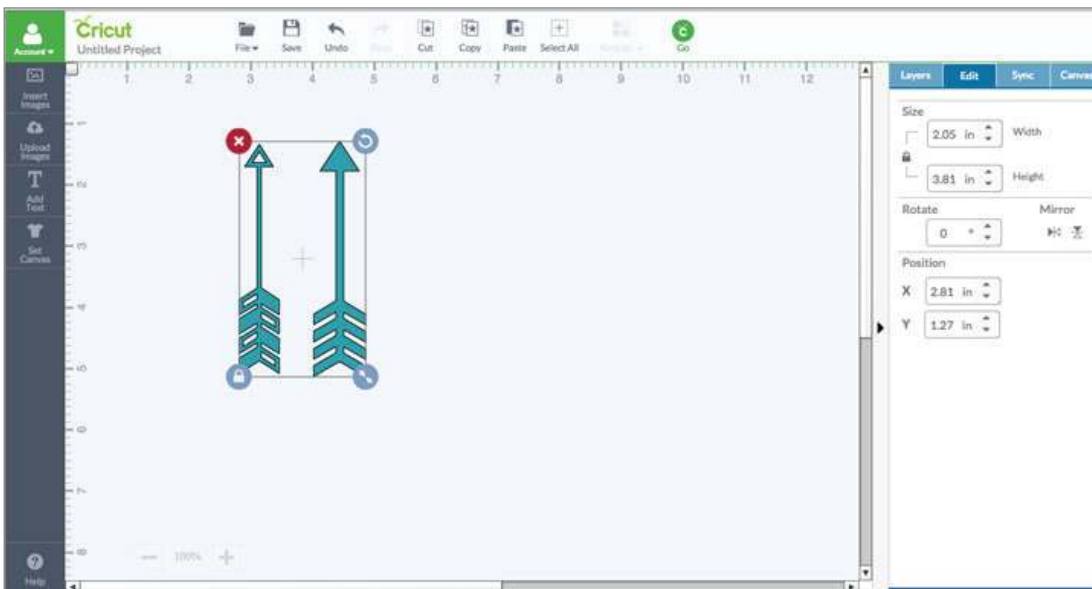
Rotating an image

Step 2 In the Edit panel, click in the Rotate field and type in a specific size. You also can click the arrows to increase or decrease the angle in one-degree increments.
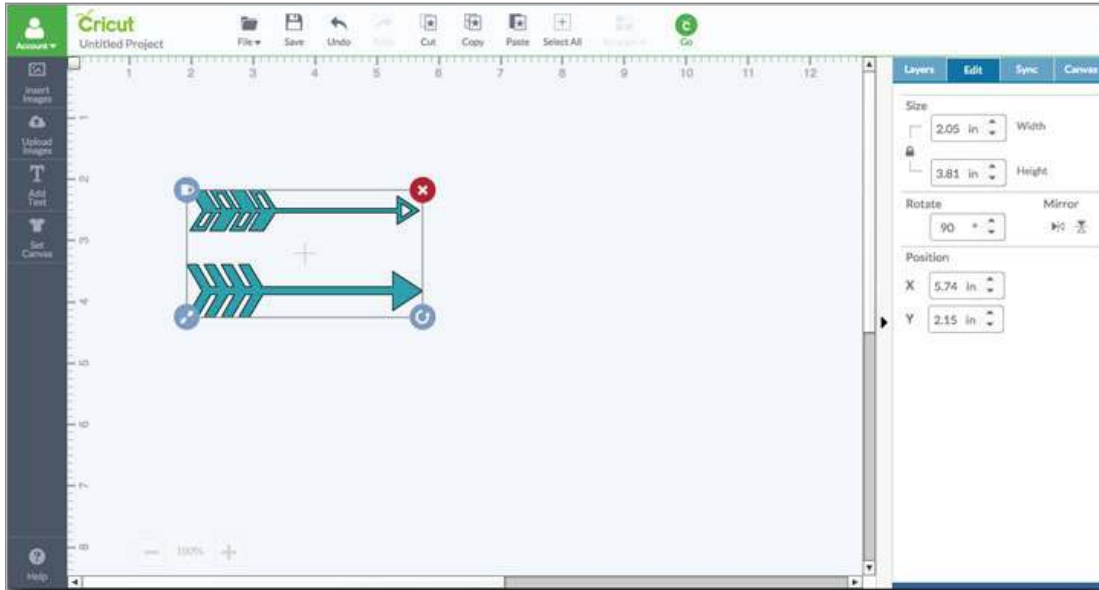
Tip: If you do not like the results of the rotation, the Undo button can undo any changes you make.

Mirroring an image

Cricut Design Space allows you to flip the direction of an image vertically or horizontally on the design screen using the Mirror buttons in the Layers panel.

Option 1: Mirror horizontally

Step 1 Select the image so that the bounding box appears.
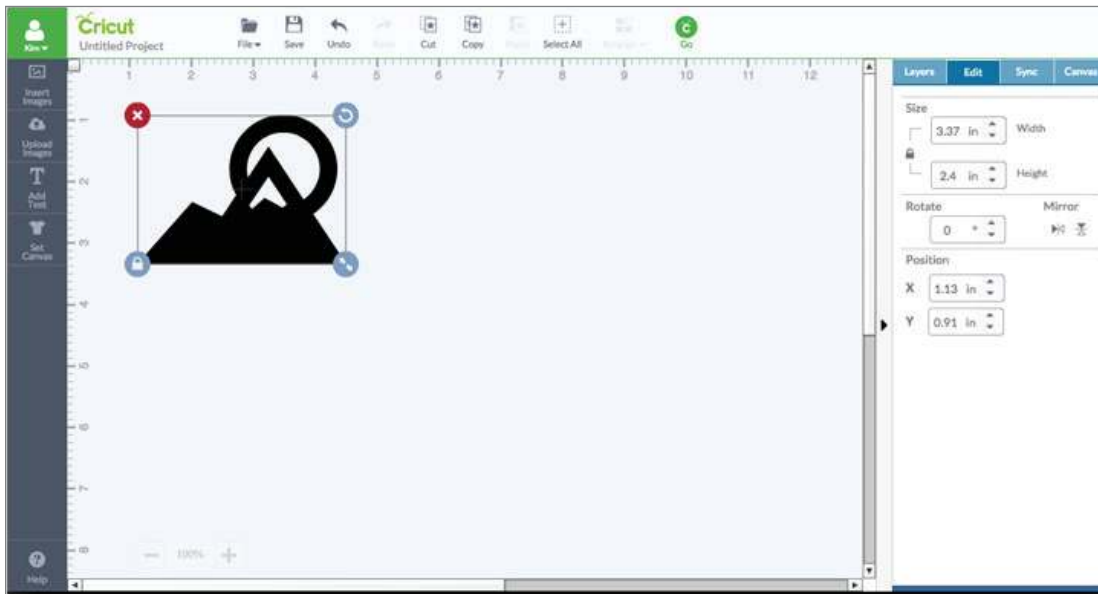
Step 2 To mirror horizontally, click the left button under "Mirror" in the Edit Panel. Rotation of the image will remain at 0 degrees. Click the button again to return to the original position.
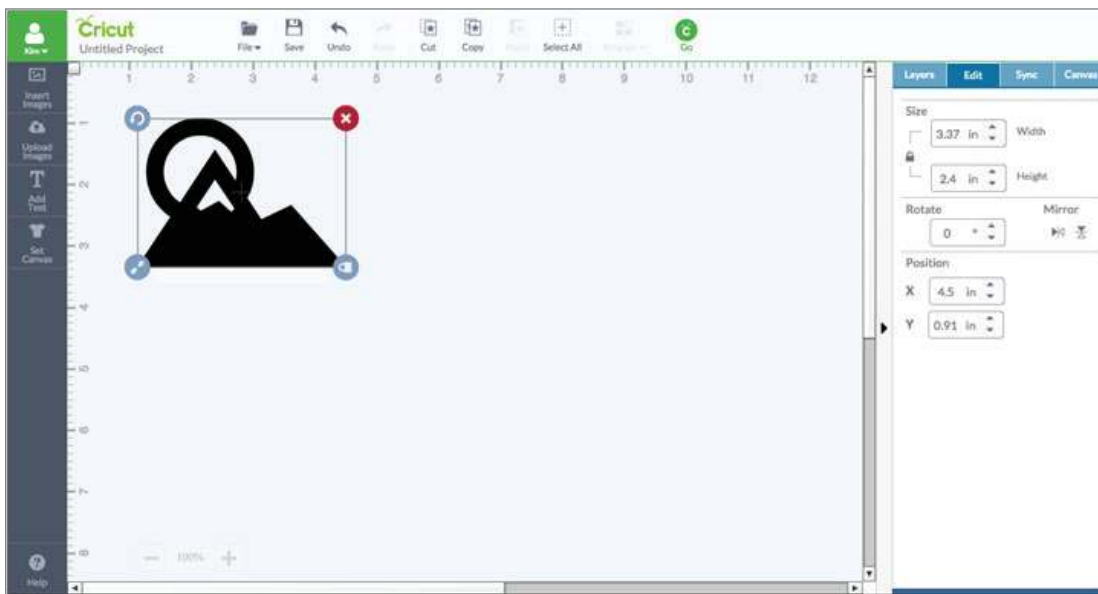
Tip: While changes in rotation do not appear on the mat preview, mirrored images on the design screen will hold changes on the mat preview.

Mirroring an image

Option 2 **Mirror vertically**

Step 1 Select the image so that the bounding box appears.
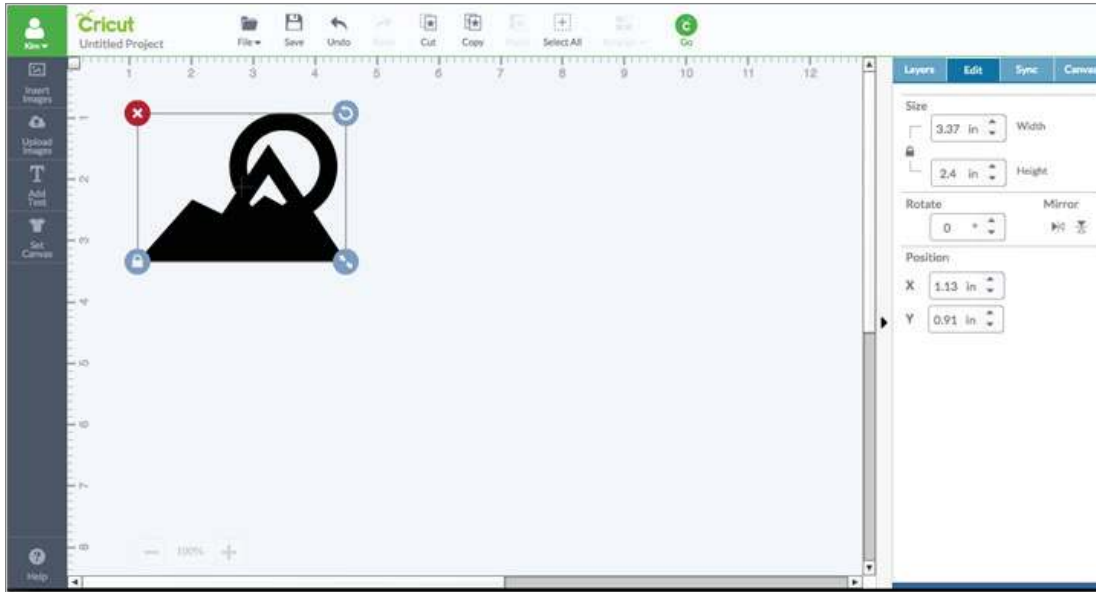
Step 2 To mirror vertically, click the right button under "Mirror" in the Edit Panel. Rotation of the image will change to 180 degrees. Click the button again to return to the original position.
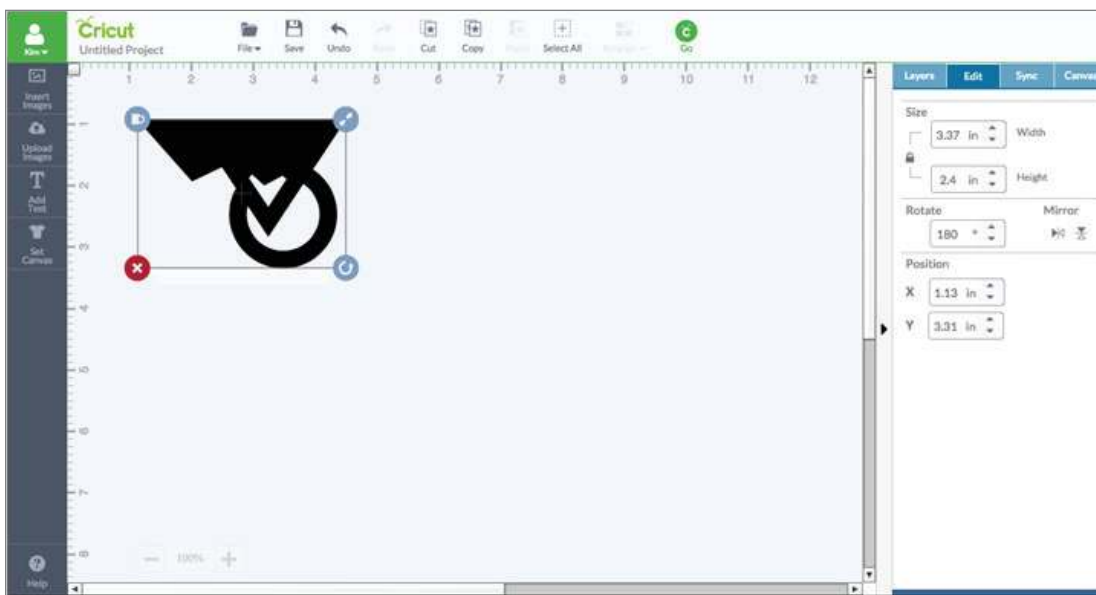
Tip: If you plan to cut iron-on, complete your design on the design screen first. You can then mirror each mat of your design individually on the mat preview by checking the "Mirror (for iron-on)" check box.

Duplicating an image

There are two ways to duplicate an image on the design screen:

1. Copying and pasting
2. Duplicating on the Layers panel

Tip: If you would like to make multiple copies of the entire project, on the mat preview change the number of project copies and click "Apply".

Option 1: Copying and pasting

Step 1   Select the image so that the bounding box appears.
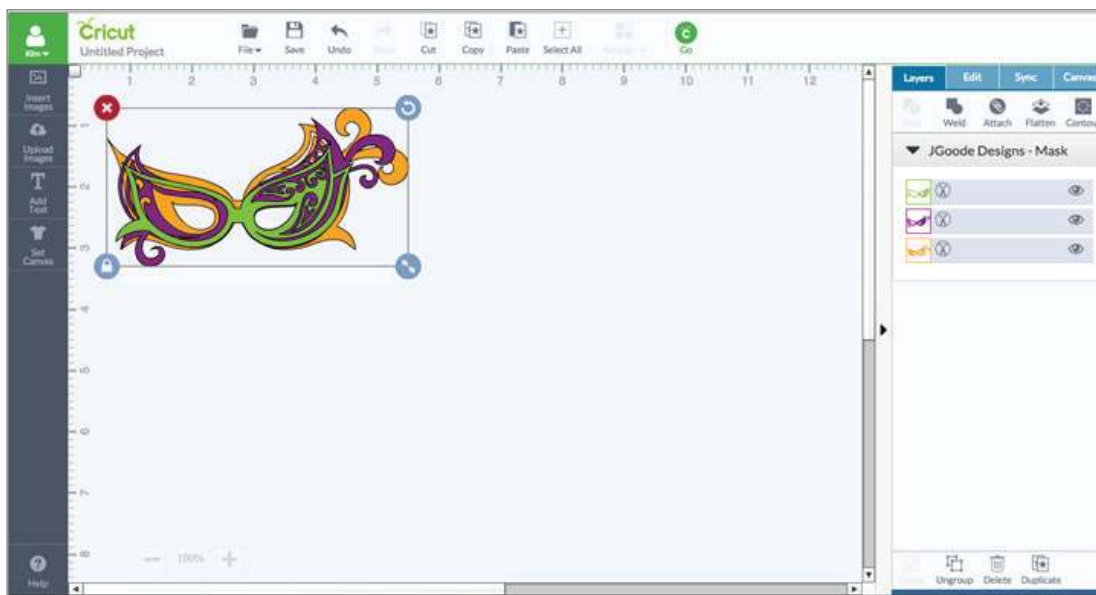
Duplicating an image

Step 2 Click the Copy button (located in the top menu) to copy the image to your clipboard.
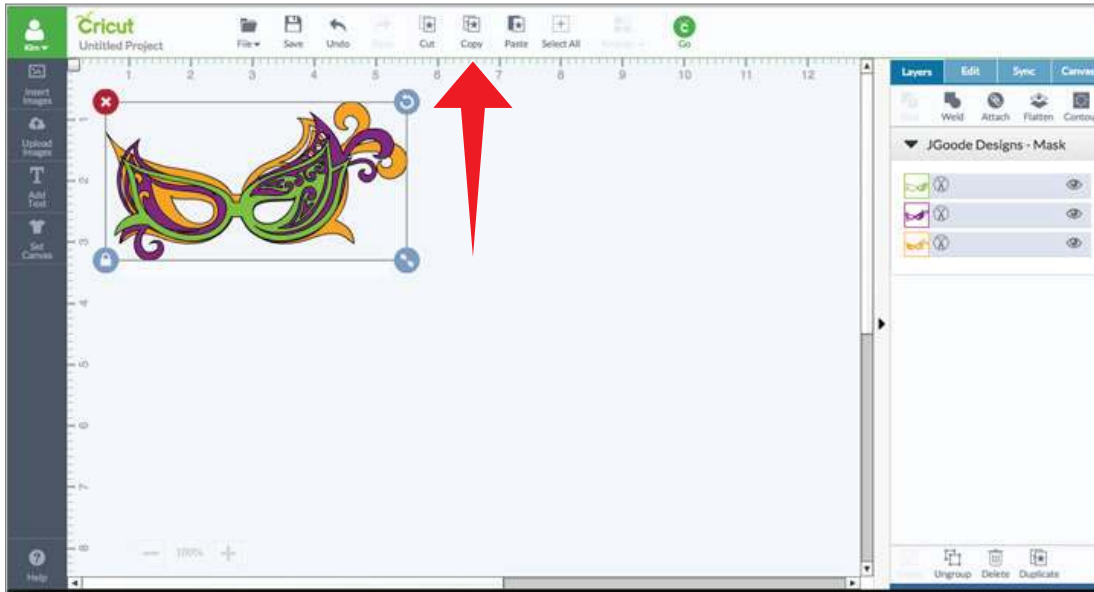
Step 3 Click the Paste button (located in the top menu) to paste the image from your clipboard. A copy of the image will be added to the design screen and will appear slightly offset from the original image. The new image also will be shown in the Layers panel.
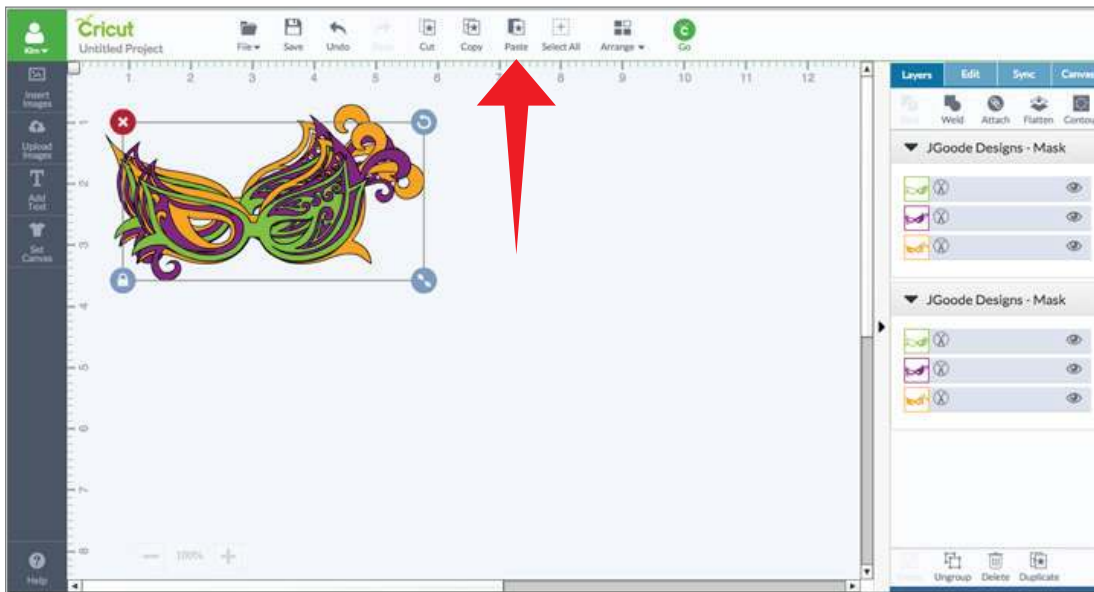
Duplicating an image

Option 2: Duplicating on the Layers panel

Step 1 Select the image so that the bounding box appears.
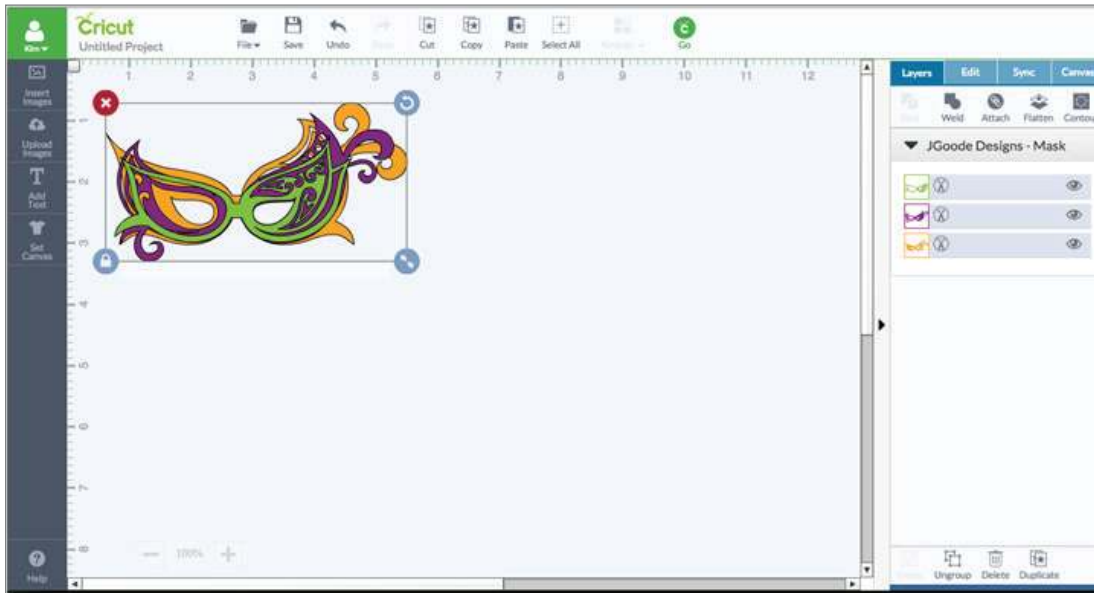
Step 2 Click the Duplicate button at the bottom of the Layers panel. A second copy of the image will appear slightly offset from the original image. The new image also will be shown in the Layers panel.
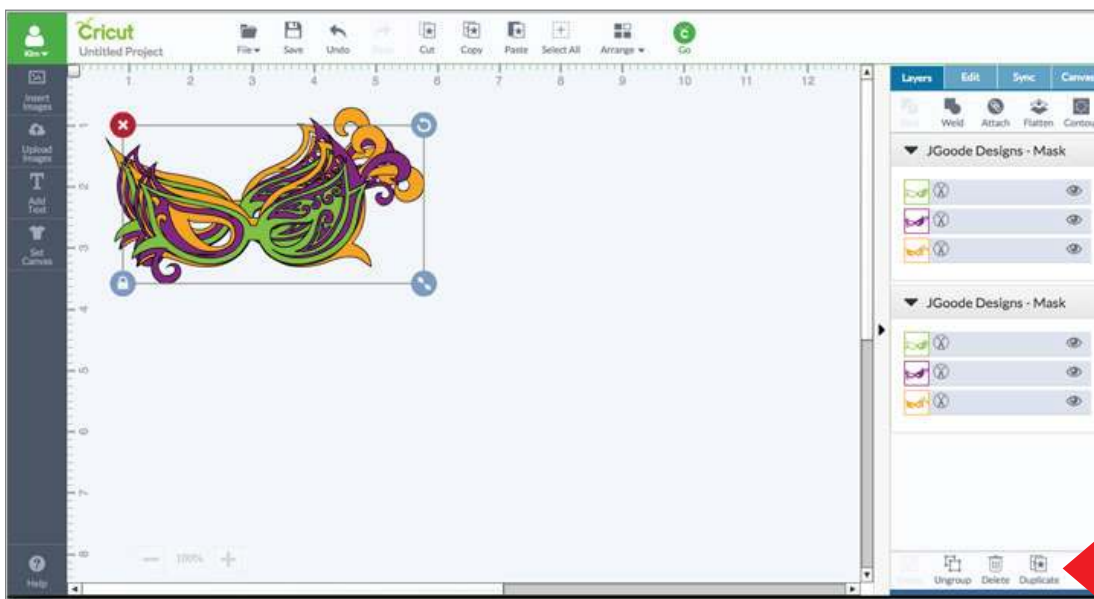
Deleting an image

If an image is inserted and later is no longer needed, there are three ways to delete the image from the design screen.

- Delete an image using the bounding box
- Delete an image using the Layers panel
- Delete an image using the delete key on your computer keyboard

Tip: You can hide an image from the design screen if you don't want to permanently delete it from the project. Images that are hidden will not be sent to the mat preview for cutting.

Option 1 Delete an image using the bounding box

Step 1 Select the image so that the bounding box appears.
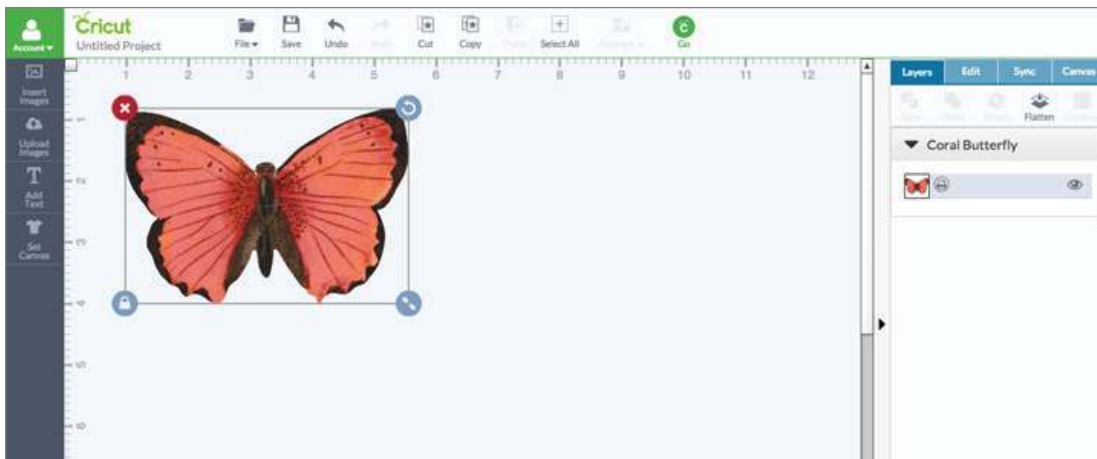
Step 2 To delete the image, click the red "X" in the top left corner of the bounding box.
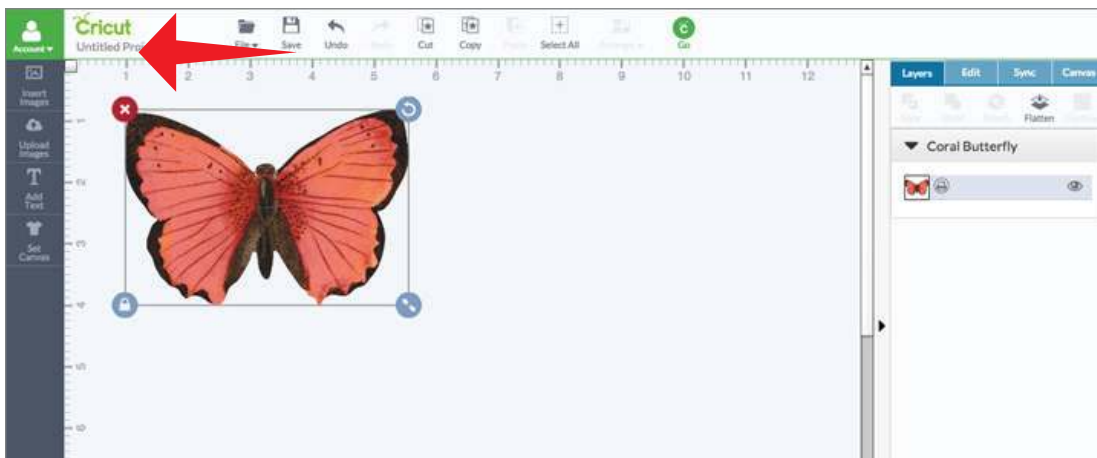
Deleting an image

Option 2 Delete an image using the Layers panel

Step 1 Select the image so that the bounding box appears.
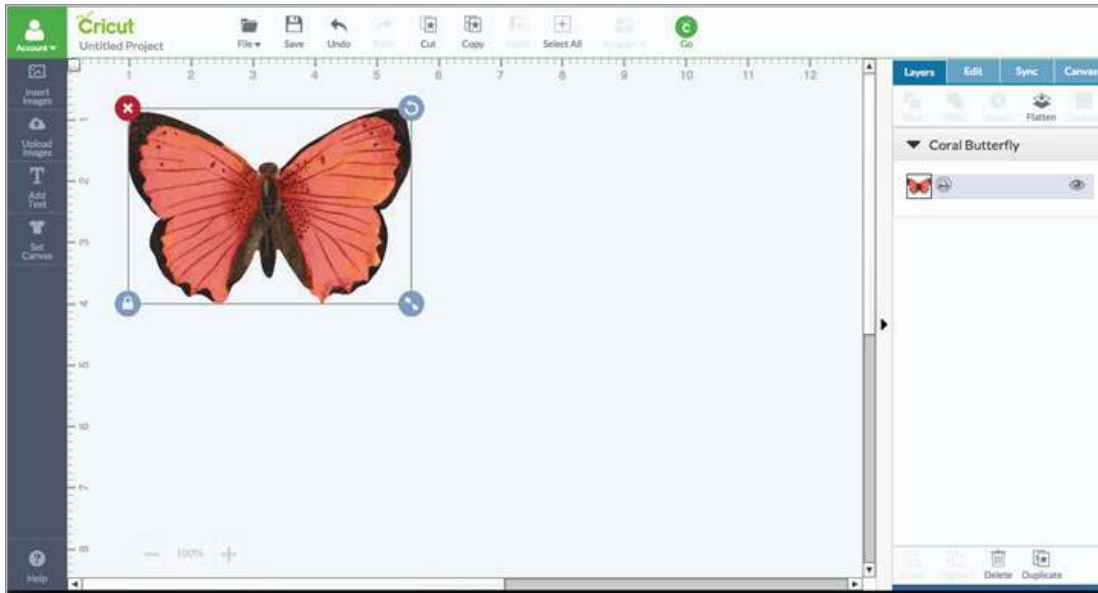
Step 2 To delete the image, click the trash can icon at the bottom of the Layers Panel.
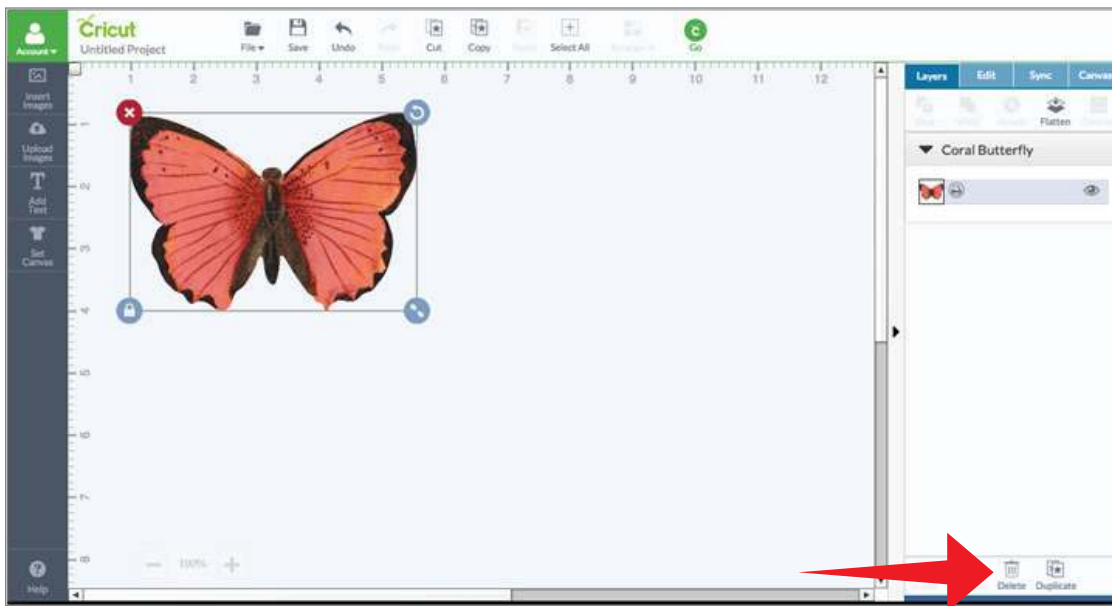
Deleting an image

Option 3 Delete an image using delete key on your computer keyboard

Step 1 Select the image so that the bounding box appears.
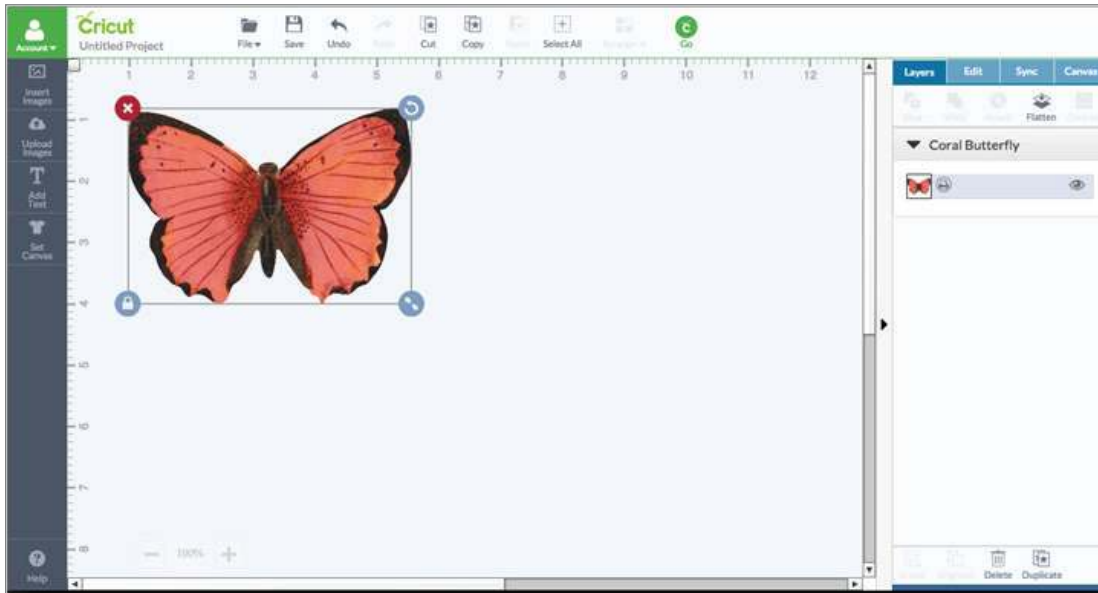
Step 2 To delete the image, click the "Delete" key on your computer keyboard.
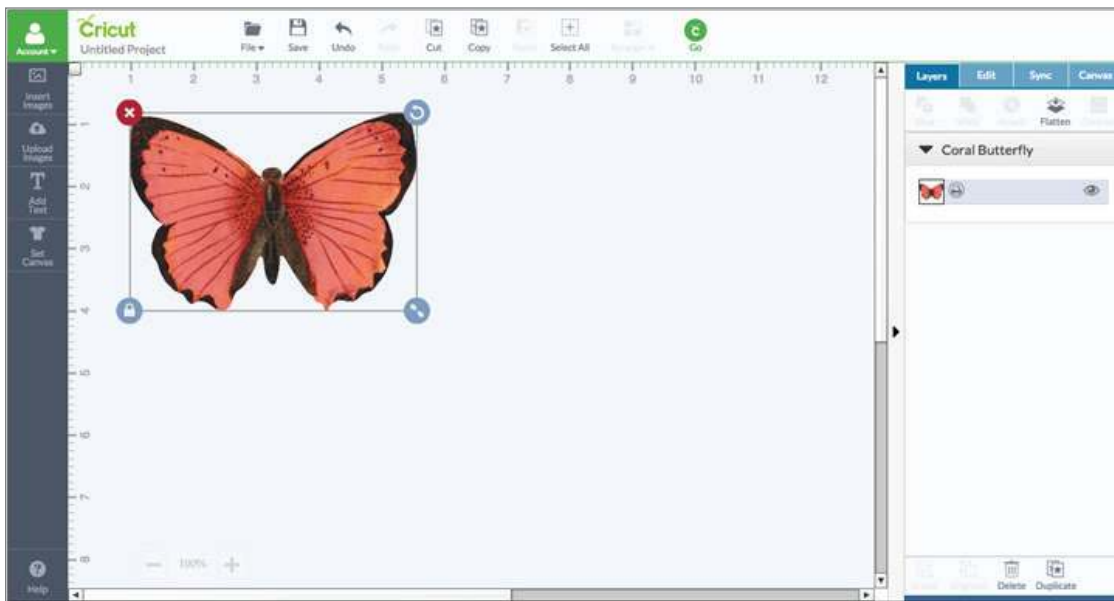
Grouping and Ungrouping

Grouping allows you to move, size, and rotate images as one object. When images are grouped, it is only for convenience when working with images on the design screen. Groups will not change how the image appears on the cutting mat. You can group individual layers or multiple images together.

When you insert multi-layered images to the design screen, the layers of that image are grouped together.

When you select the image on the design screen, all of the layers will be highlighted in gray on the Layers panel, indicating that it is a grouped image.
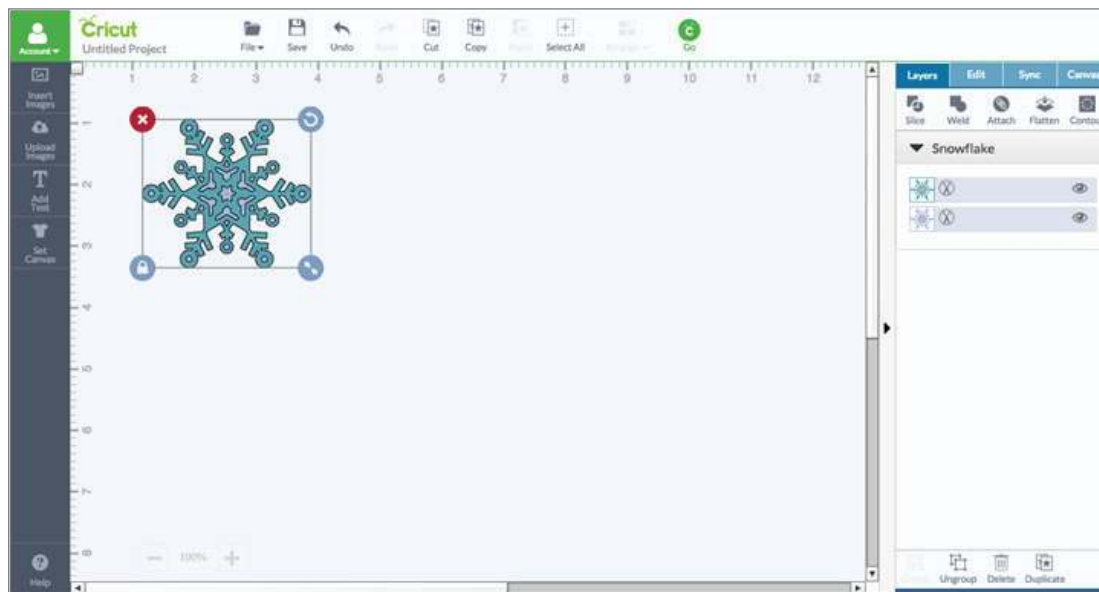
Tip: There are some individual layer edits you can do within a grouped image or grouped set of images. These edits include changing the layer color, changing the layer line type, and hiding a layer.

Grouping and Ungrouping

If you would like to work with individual layers, you will need to ungroup the image. Once the image is selected on the design screen, click the Ungroup button at the bottom of the Layers panel.
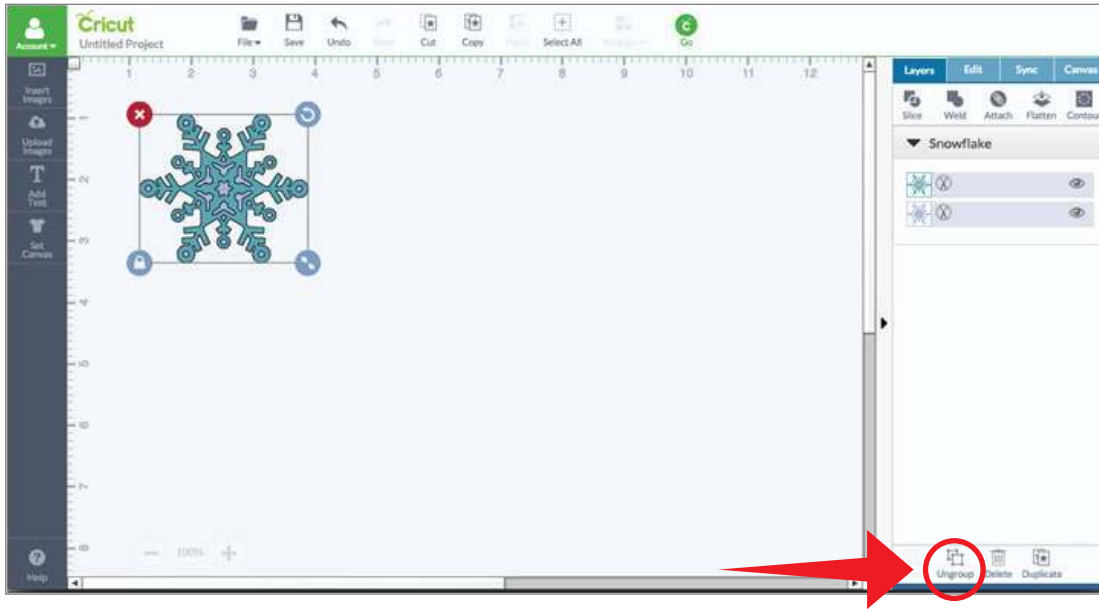
The individual layers can now be moved, sized and rotated separately. The layers will show up as separate groups within the Layers panel.
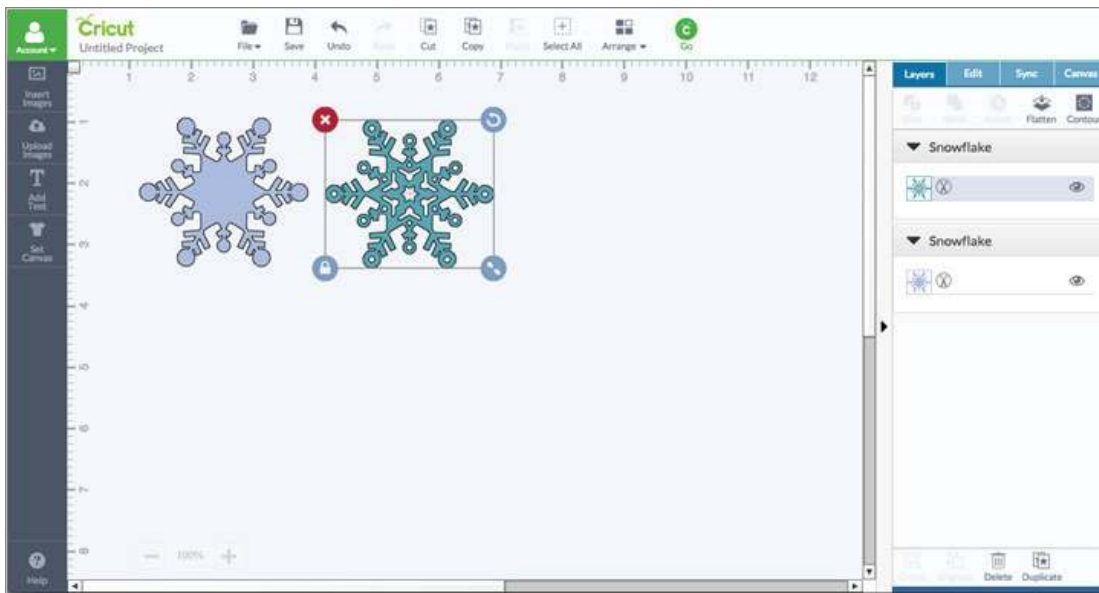
Grouping and Ungrouping

To regroup the layers, select both layers on the design screen and then click "Group" at the bottom of the Layers panel.
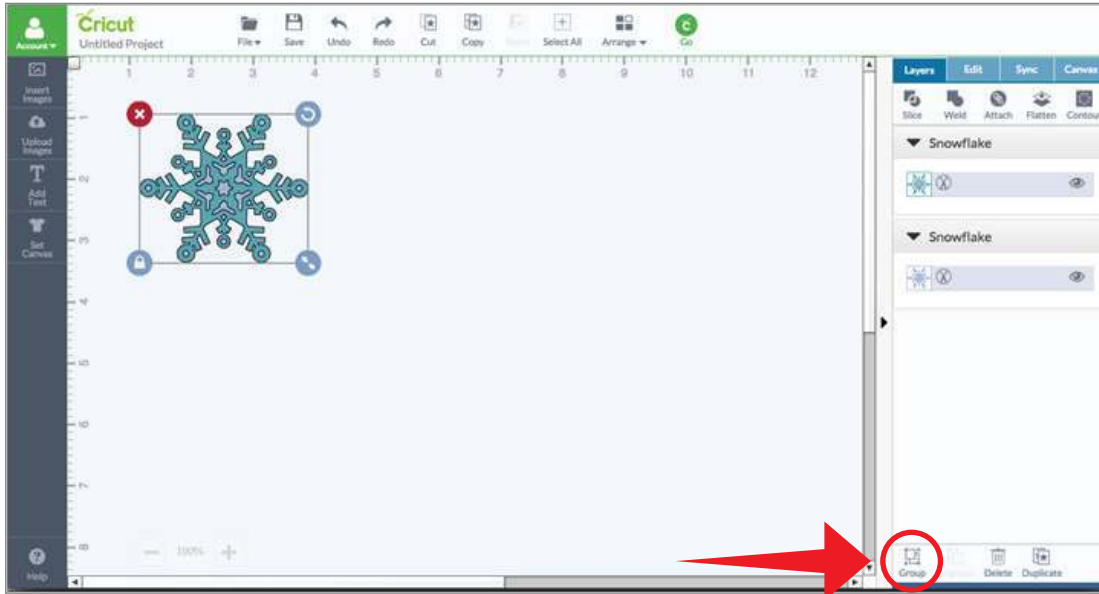
The new grouped image will be reflected in the Layers panel.
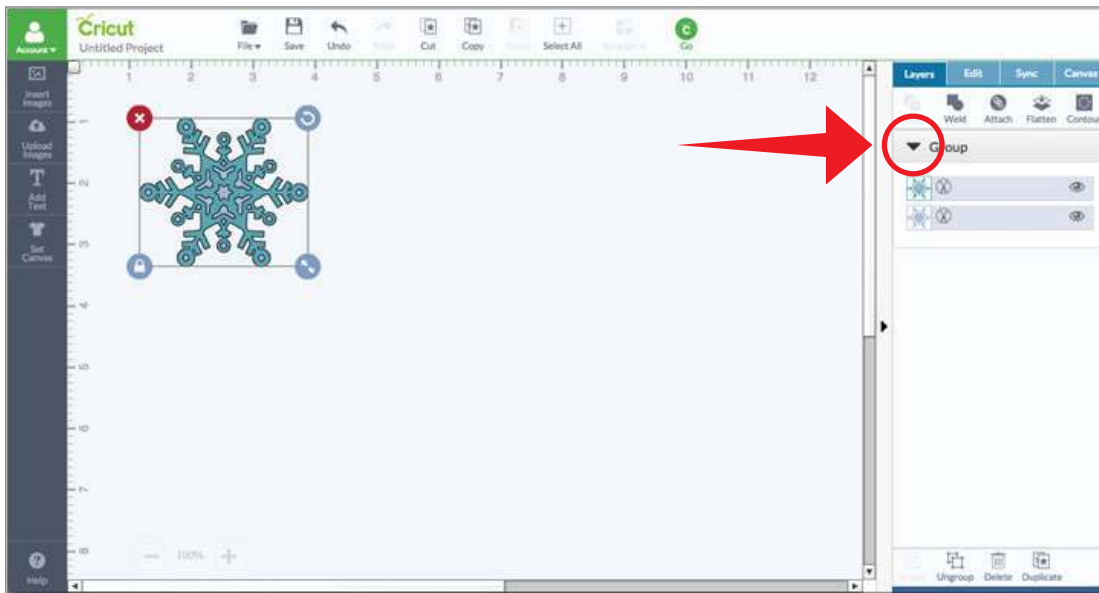
Grouping and Ungrouping

Grouping multiple images together

You can group multiple images together so you can move, resize and rotate the images at once.

The Layers panel shows that there are two grouped images on the design screen.
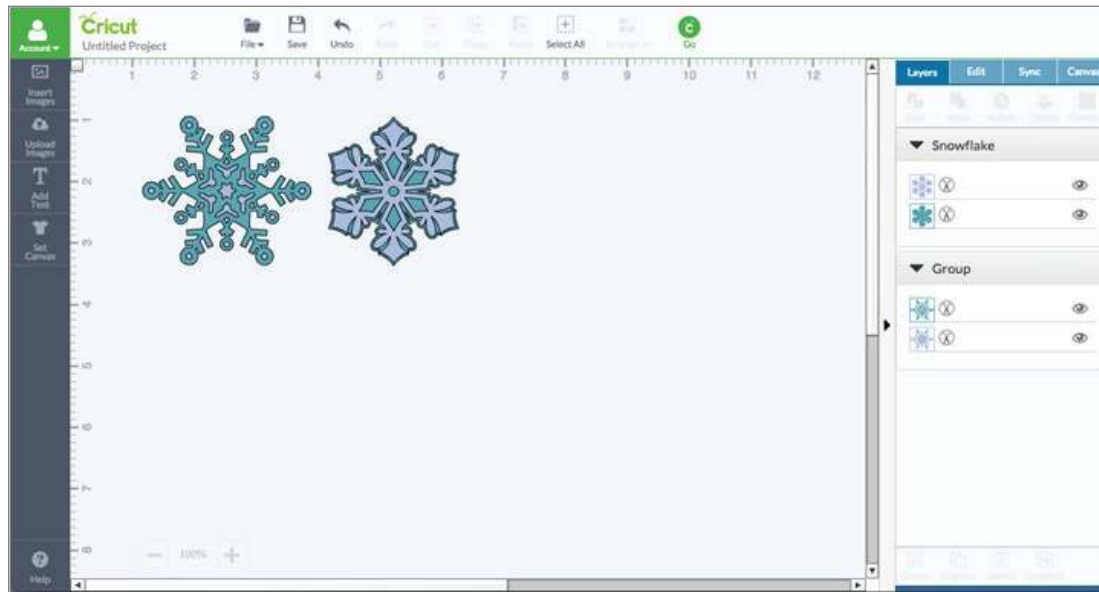
To group the images together, select both images on the design screen. A bounding box will appear around both of the images. Then, click the Group button at the bottom of the Layers panel.
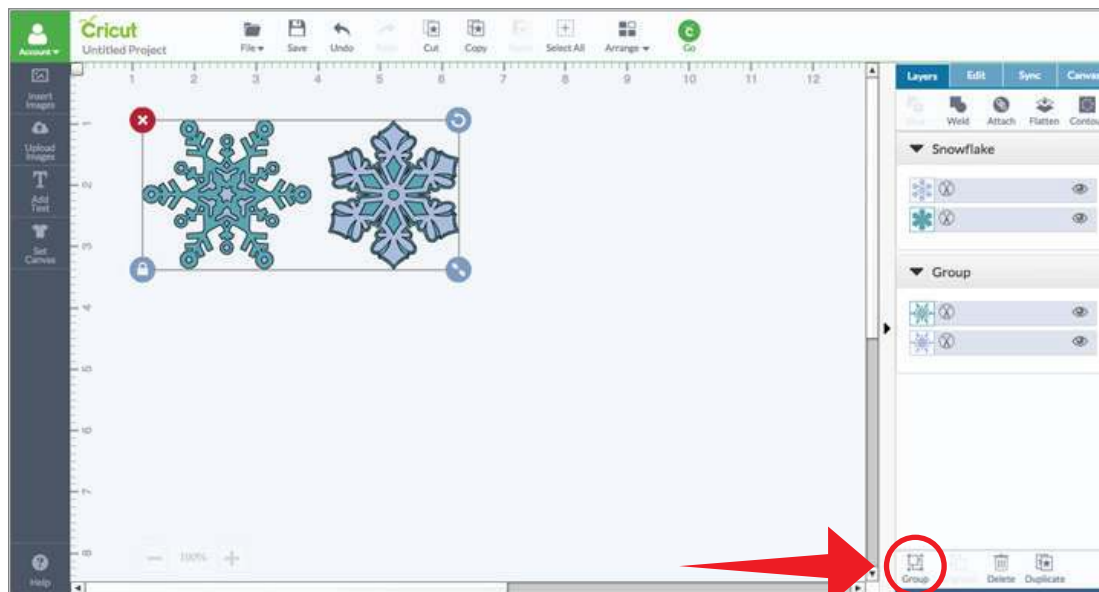
Grouping and Ungrouping

The Layers panel will reflect that the images are part of one group.
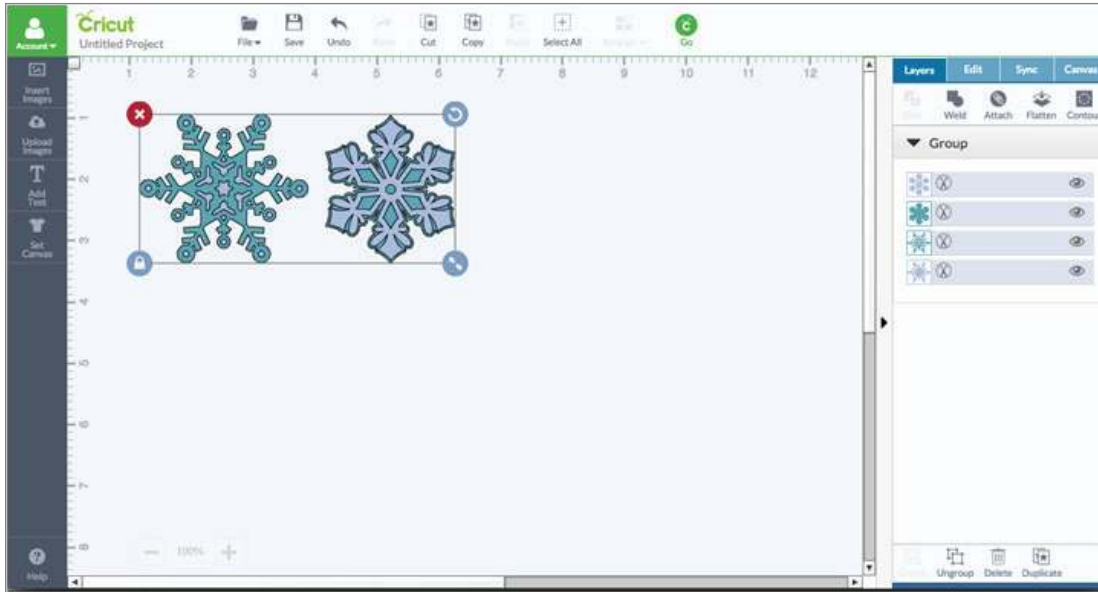
Tip: Ungrouping a set of grouped images will take you back to the individual grouped images. If you would like to work with the individual layers, you will need to ungroup a second time.

Hiding and unhiding image layers

In Cricut Design Space™, you have the option to hide or unhide a layer. When a layer is visible or unhidden, it will appear in the layers panel with an eye icon. When a layer is hidden, it will not appear on the design screen or cut with your final project; however, it will appear in the Layers panel with a crossed-out eye icon.

Many Cricut images have pre-hidden layers (often shadows) when added to the design screen. You can unhide these layers in the Layers panel.

Visible or unhidden layer

Hidden layer
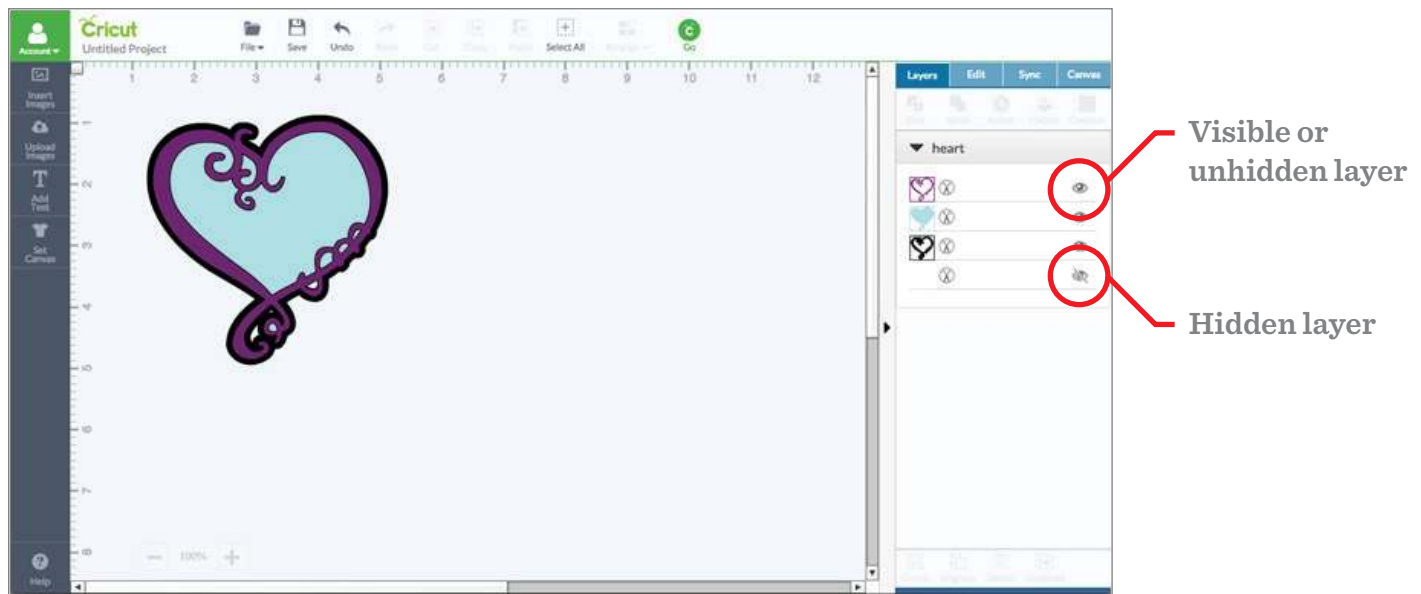
Hide an image layer

Step 1: Click on the eye icon in the layer band on the Layers panel.
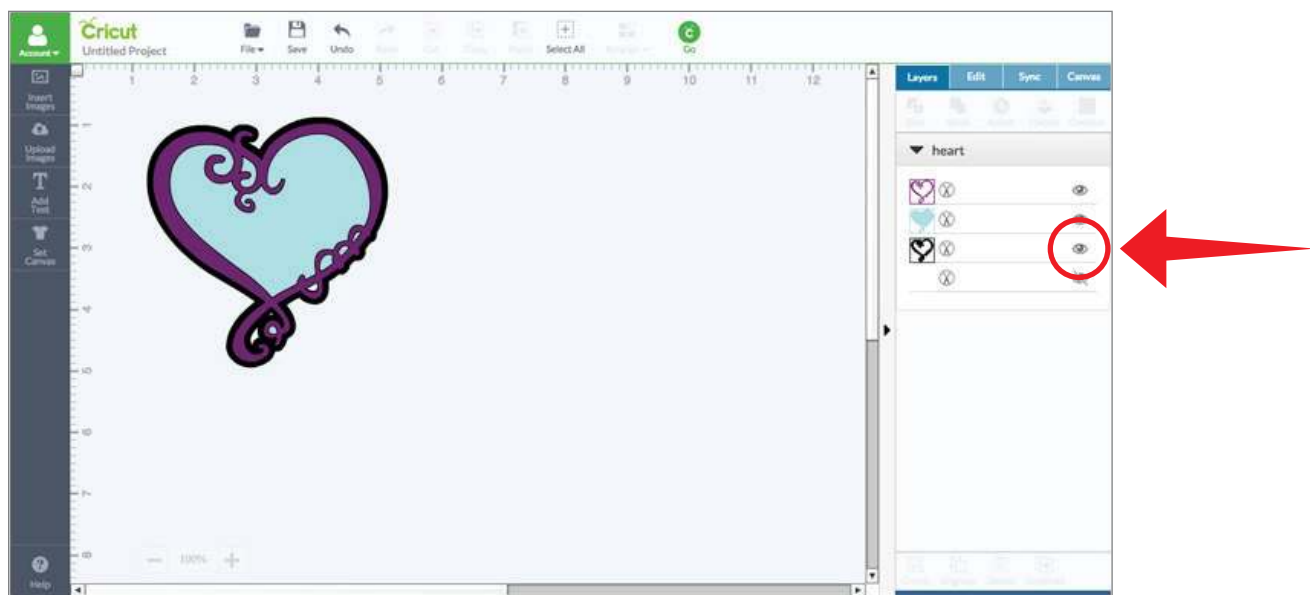
Hiding and unhiding image layers

Step 2: The icon will change to a crossed-out eye, the layer no longer will appear on the design screen and, it will not cut with the final project.
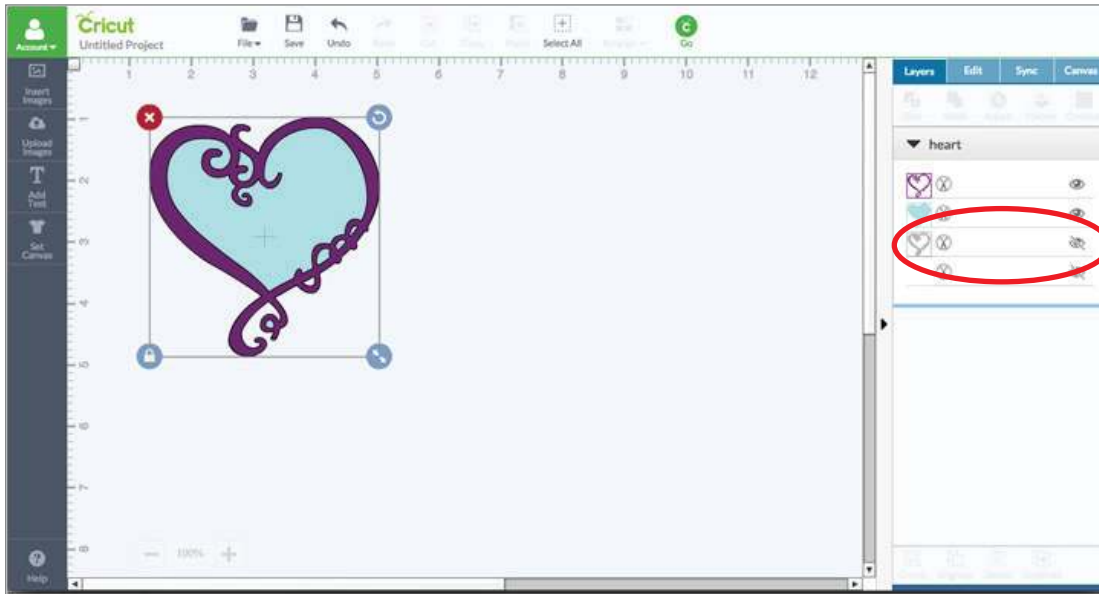
Unhide an image layer

Step 1: Click on the crossed-out eye icon in the layer band of the Layers panel.
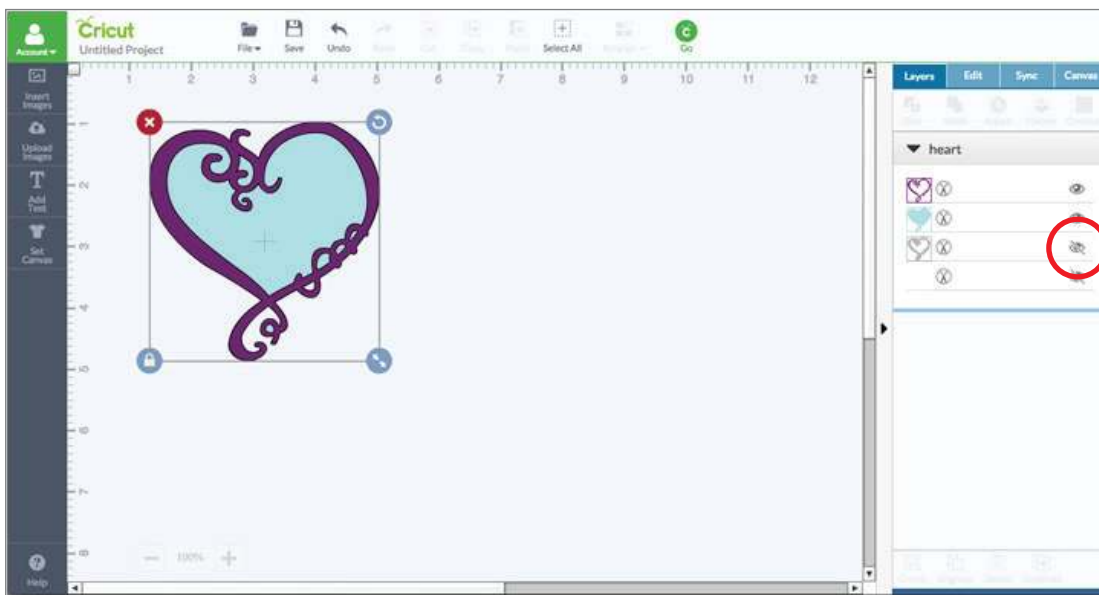
Hiding and unhiding image layers

Step 2: The icon will change to an eye, and the layer will now appear on the project.
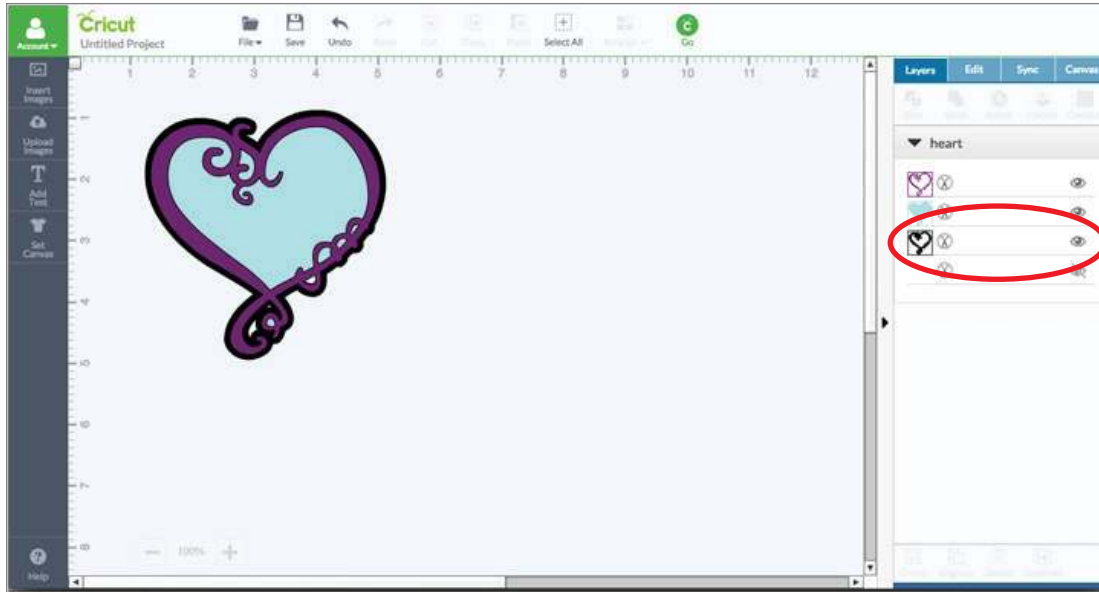
Selecting a line type

The line type determines if the layer or text will cut, score, write or print then cut in your final project. It is represented by a symbol next to the layer thumbnail. Line type is identified on the Layers panel with a Line Type icon. You can change Line type from the Layers panel by accessing the Line Type flyout.

Cut
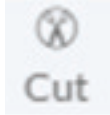
Cut – The image will be cut from your material.

Write

Write – The image will be drawn using a Cricut® pen.

Score

Score – The image will score using a Cricut® Scoring Stylus.

Print

Print then Cut – The image will be printed using your home printer and then cut on your Cricut® machine.

Selecting a line type

Step 1: Click the line type icon or layer thumbnail in the Layers panel to open the line type flyout. A blue line under the selection will indicate the current line type.
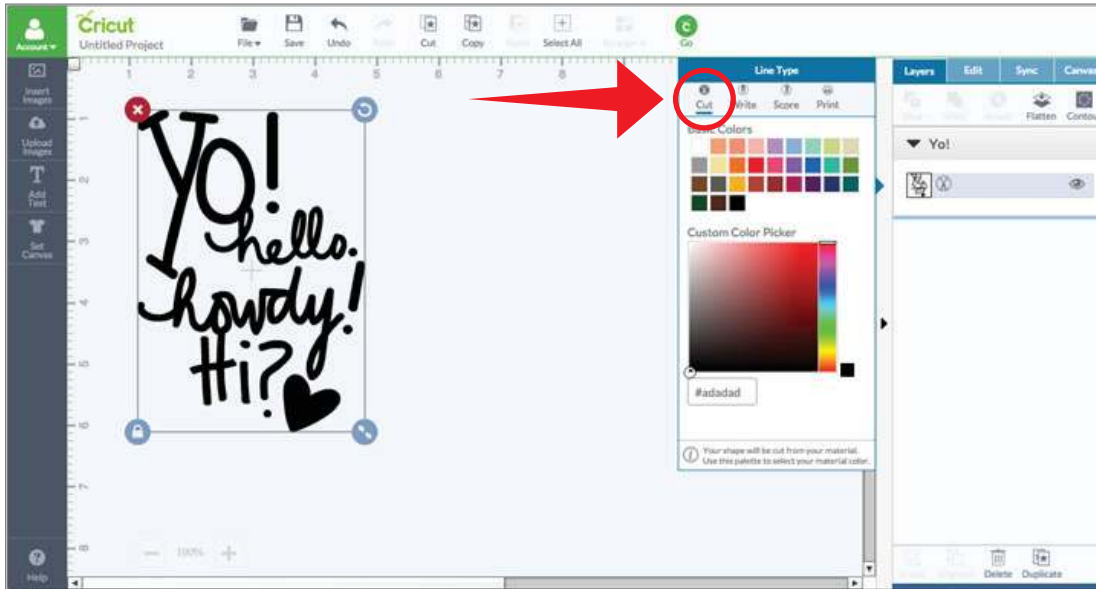
Tip: The line type of each layer must be changed separately.

Step 2: Click the icon that represents the desired line type. The image line type on the design screen will change to reflect changes in the Layers panel. When you are done with your selections, click outside the line type flyout to close it.
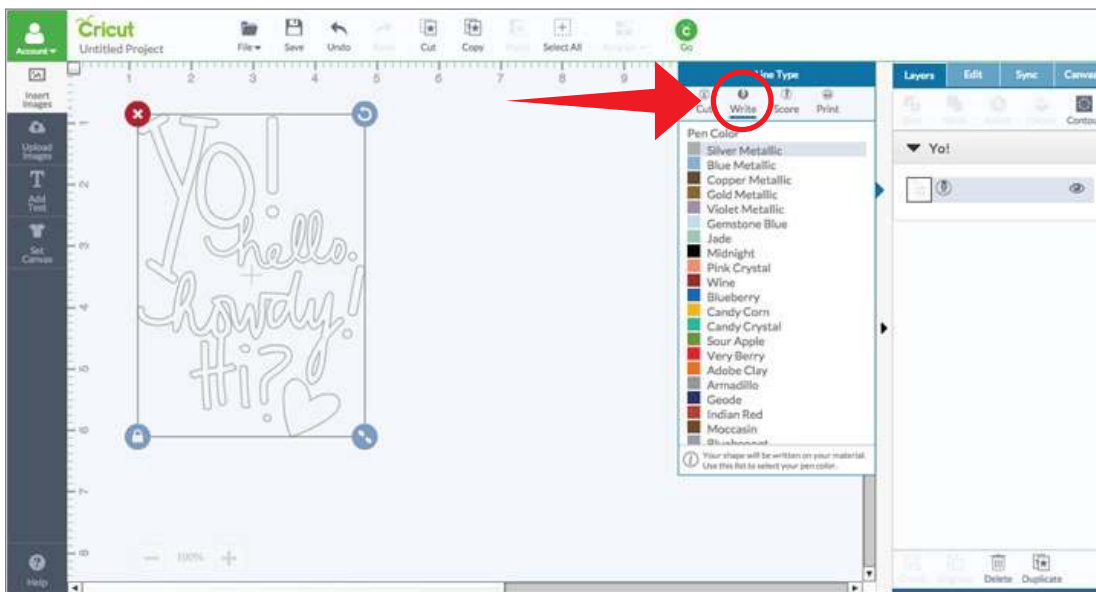
Tip: If there are multiple layers to your project and the line type is set to write or score, the image will need to be attached to another layer by selecting both layers and clicking the Attach button in the Layers panel.

Changing the color of cut layers

Selecting colors for individual image layers not only helps you visualize your final project, but also determines how images are laid out on the cutting mats. Images are separated and placed on the mats based on color; layers with the same color are positioned on the same mats.

There are three ways to use the Line Type flyout to select new colors for cut and print layers.

1. Basic color swatches
2. Custom color picker
3. Hex values

You can also use the Sync panel to reduce the number of cutting mats required in a project.

Tip: You can change individual layer colors within a grouped image without ungrouping the image.

Option 1: Basic color swatches

To quickly select a color, use one of the 30 basic colors offered in the basic color swatches.

Step 1: Click the layer thumbnail in the Layers panel.
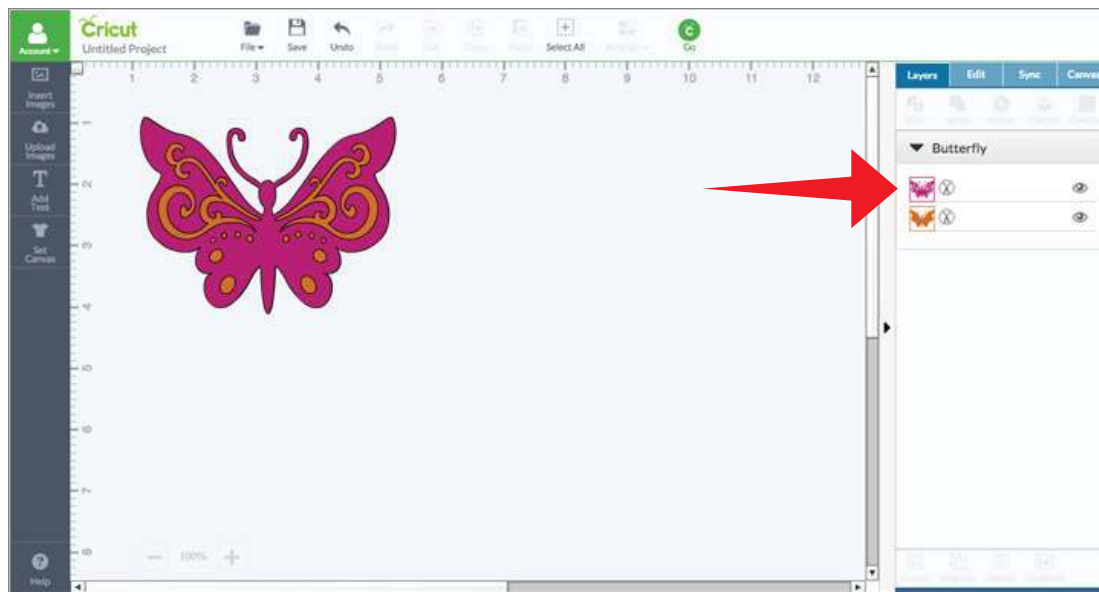
Changing the color of cut layers

You'll find the basic color swatches on the Line Type flyout.
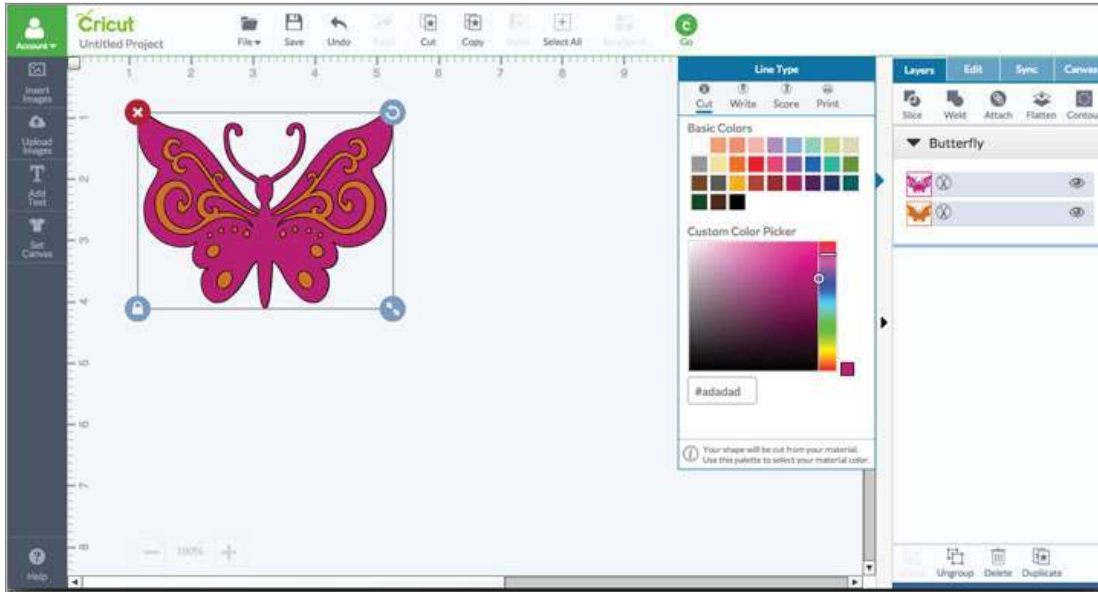
Step 2: Select a color by clicking on one of the basic color swatches. The new color is reflected on the design screen and in the Layers panel.
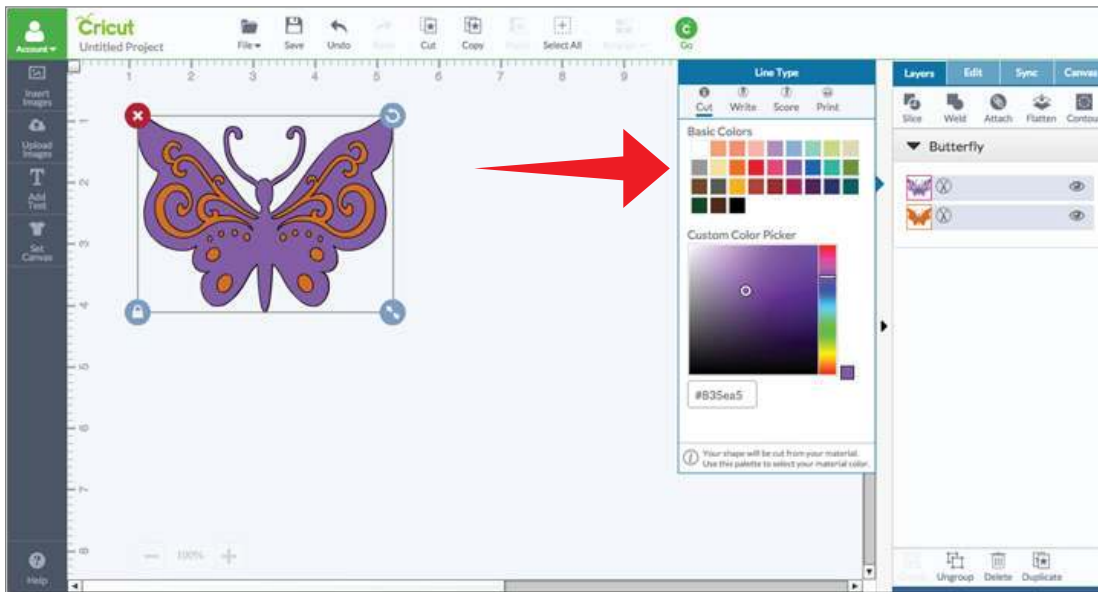
Click outside of the Line Type flyout to close it.

Changing the color of cut layers

Option 2: Custom color picker

You have many more color options for your designs when you use the custom color picker.

Step 1: Click the layer thumbnail in the Layers panel.
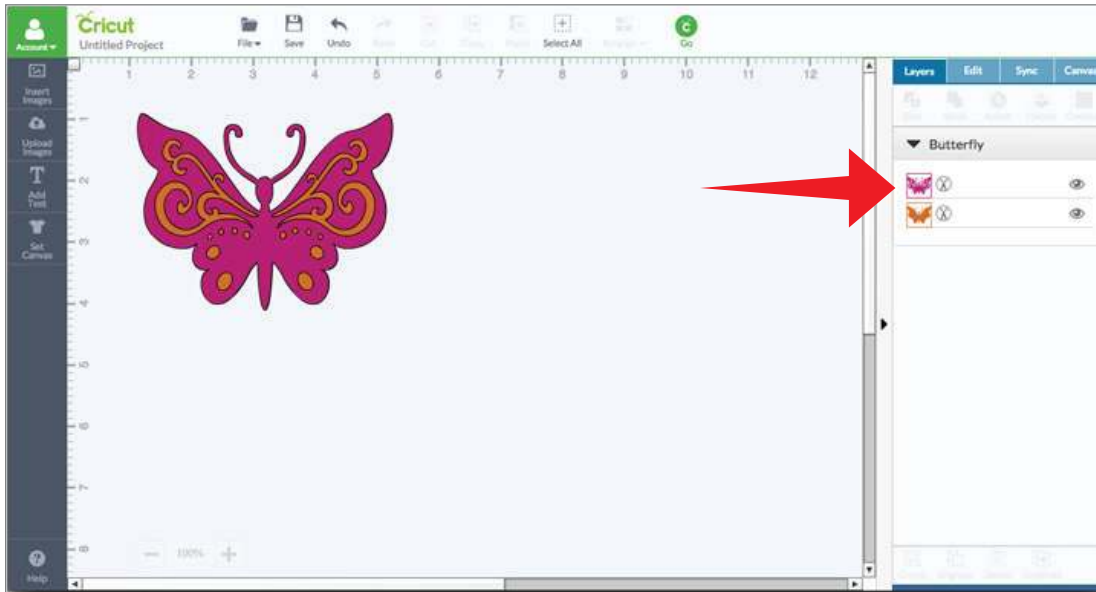
You'll find the custom color picker on the Line Type flyout.
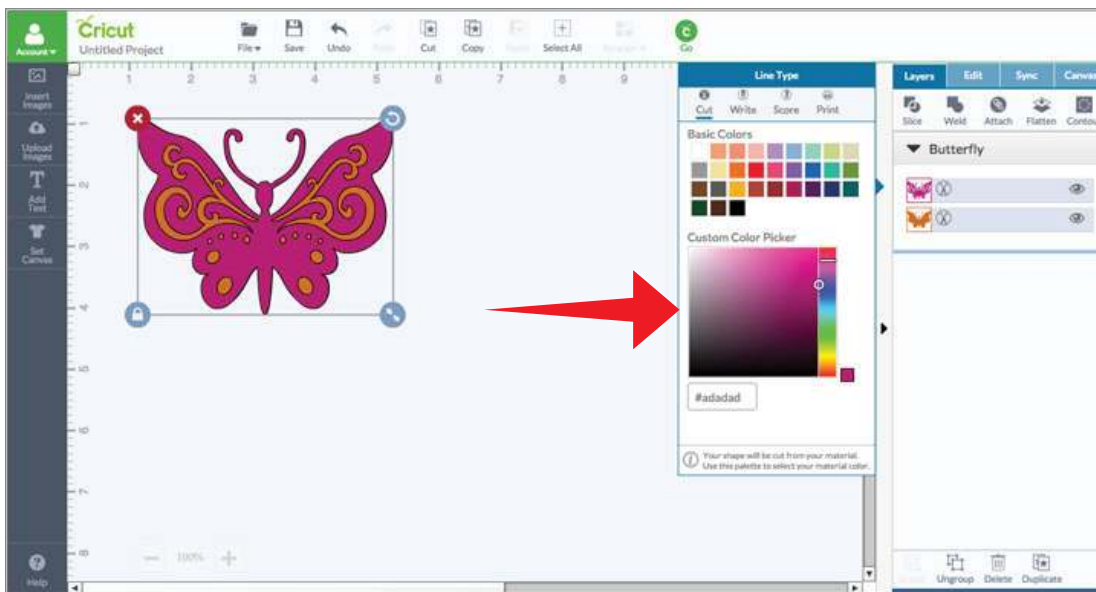
Changing the color of cut layers

Step 2: Move the vertical slider up or down to change the color across the spectrum. The new color is reflected on the design screen and in the Layers panel.
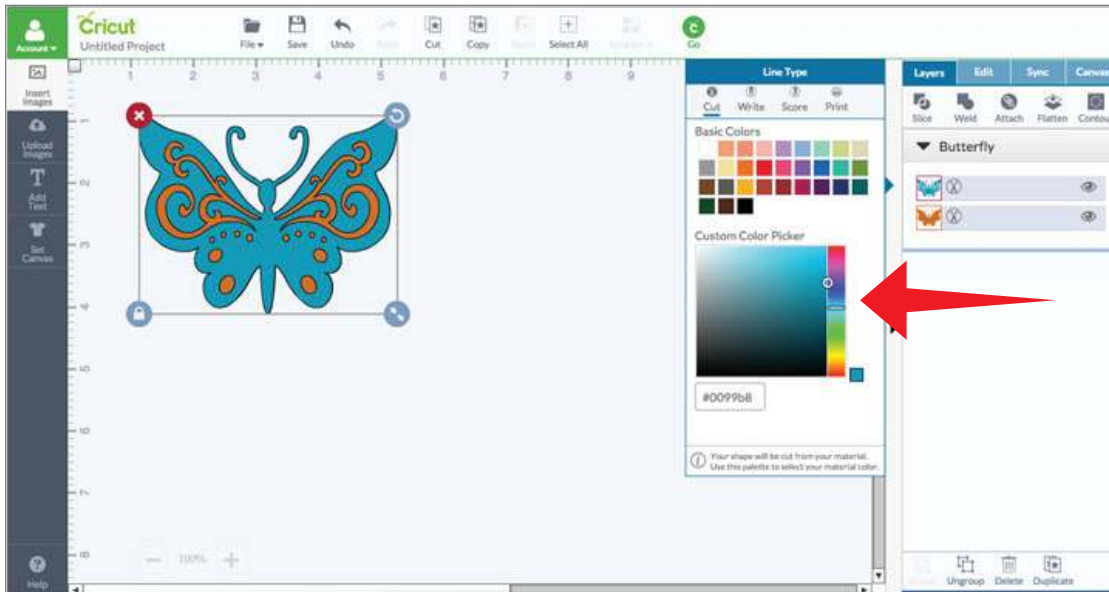
Tip: If you are trying to match a specific material color, try choosing the basic color that is closest to your material color. This will put you in the approximate color range. You can then continue to refine the color match using the custom color picker.

Step 3: Select a specific hue within the color family by moving the circle within the square color area.
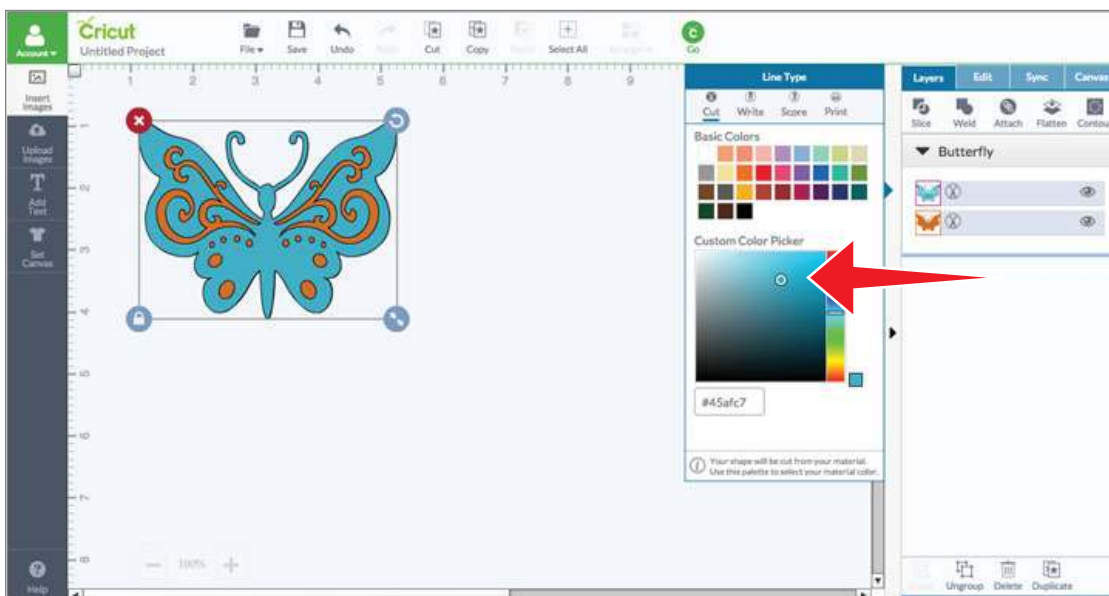
Clicking outside of the Line Type flyout to will close it.

Changing the color of cut layers

Option 3: Hex values

Hex values are codes that represent color. The six-digit Hex value may include numbers, letter, or a combination of both. In the custom color picker, Hex values allow you to select a very specific color for your images.

Step 1: Click the layer thumbnail in the Layers panel.
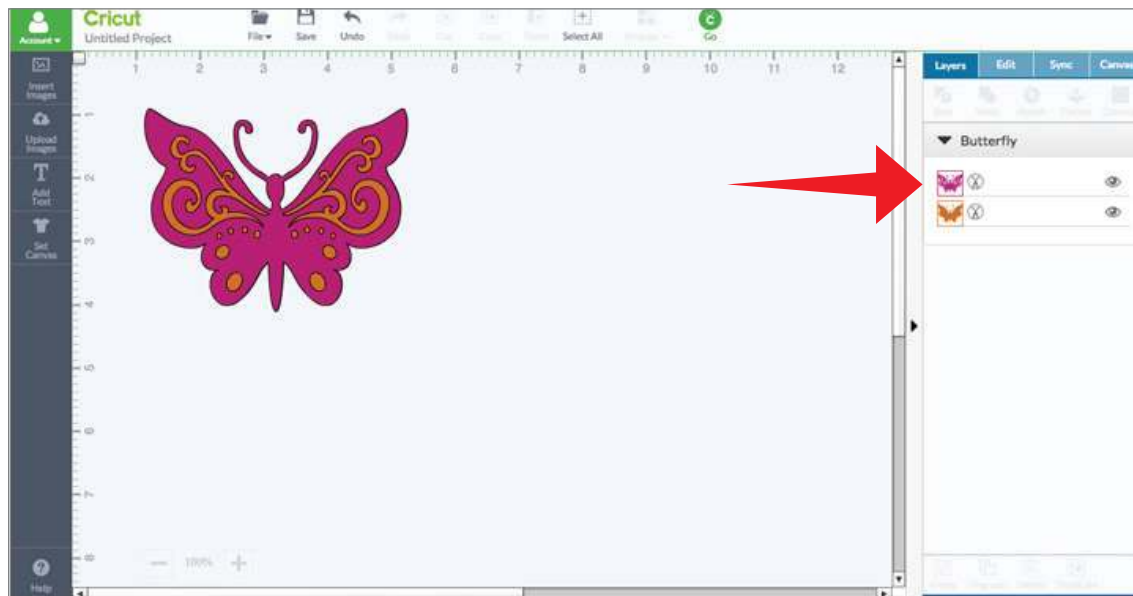
The Line Type flyout appears and displays the hex value field where you can enter the hex code.
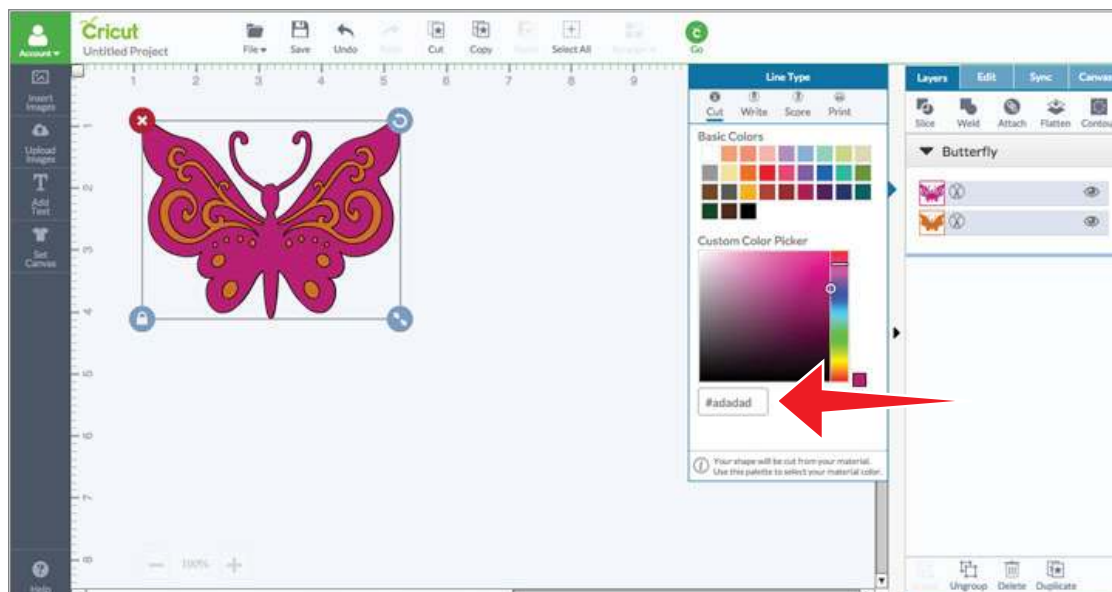
Changing the color of cut layers

Step 2: Type the six-digit hex value into the field at the bottom of the Line Type flyout. The new color is reflected on the design screen and in the Layers panel.
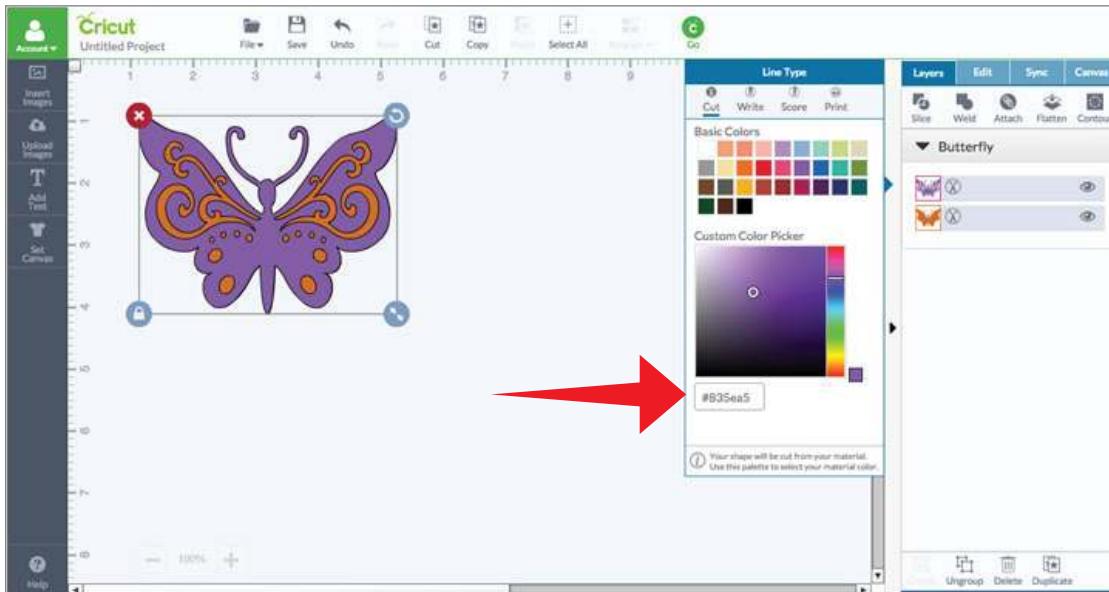
Click outside of the line type panel to close it.

*Tip: The Color Sync tool makes it easy to apply custom colors to multiple layers within a project. Once the color has been applied to one layer, open the Color Sync panel and move additional layers to that color.*

Changing color for images with a print Line Type

Selecting colors for individual image layers not only helps you visualize your final project, but also determines how images are laid out on the cutting mats. For Print the Cut images, the color on the design screen reflects the color that will be used when you print the images.

All changes to layer colors need to be made prior to flattening the image. If you would like to change the colors of a flattened image, you will need to unflatten it first.

There are three ways to select new colors for images with a print Line Type.

1. Basic color swatches
2. Custom color picker
3. Hex values

Tip: You can change individual layer colors within a grouped image without ungrouping the image as long as the layers aren't flattened together.

Option 1 Basic color swatches

To quickly select a color of an image layer with a print Line Type, use one of the 30 basic colors offered in the basic color swatches.

Step 1: Click the layer thumbnail in the Layers panel.
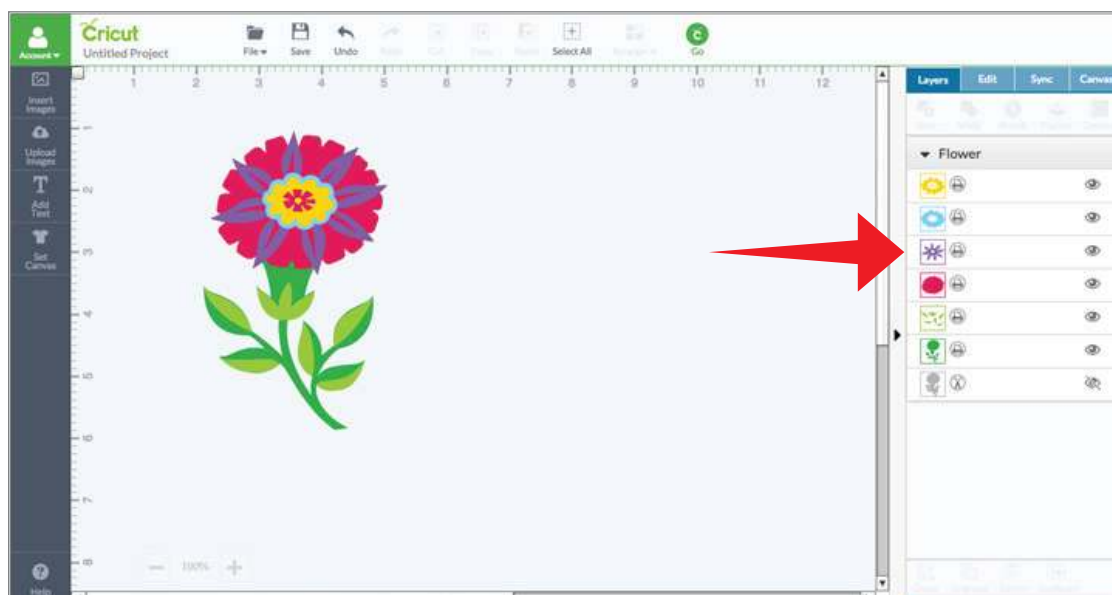
Changing color for images with a print Line Type

You'll find the basic color swatches on the Line Type flyout.
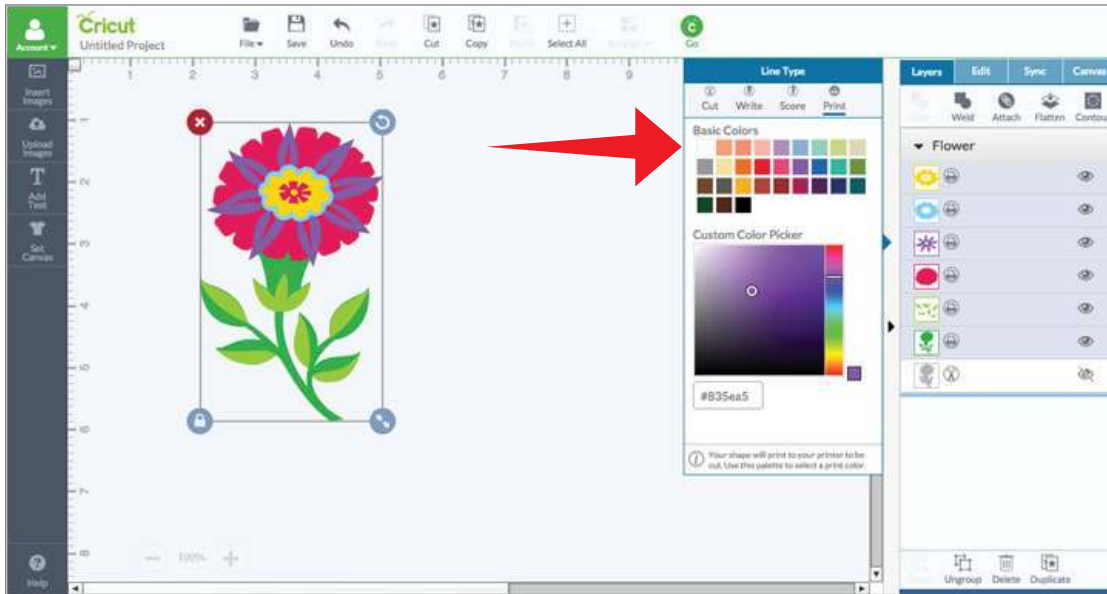
Step 2: Select a color by clicking on one of the basic color swatches. The new color is reflected on the design screen and in the Layers panel. Click outside of the Line Type flyout to close it.
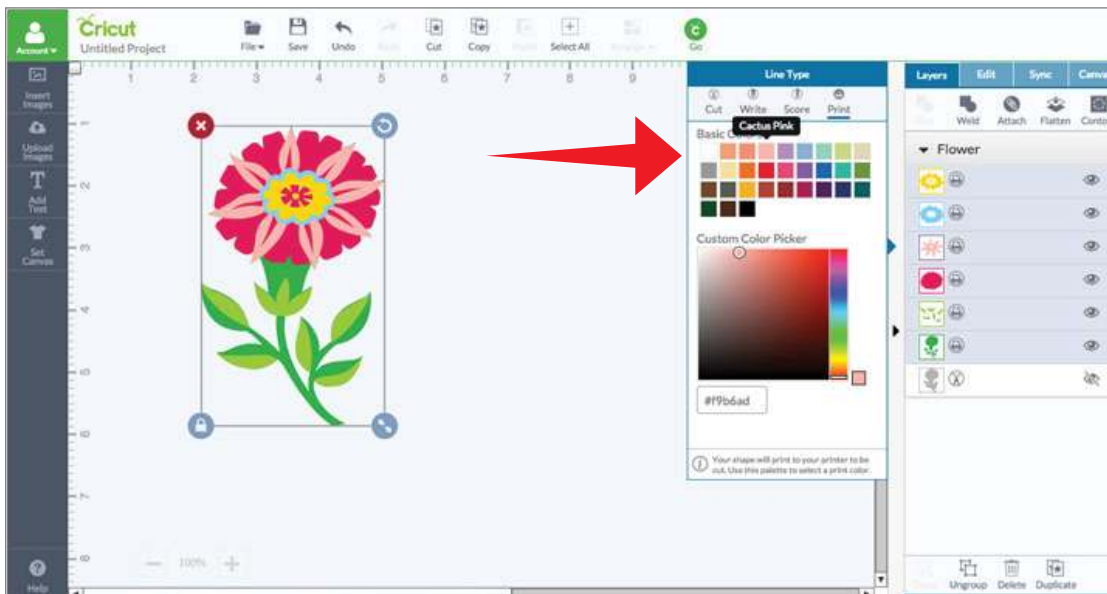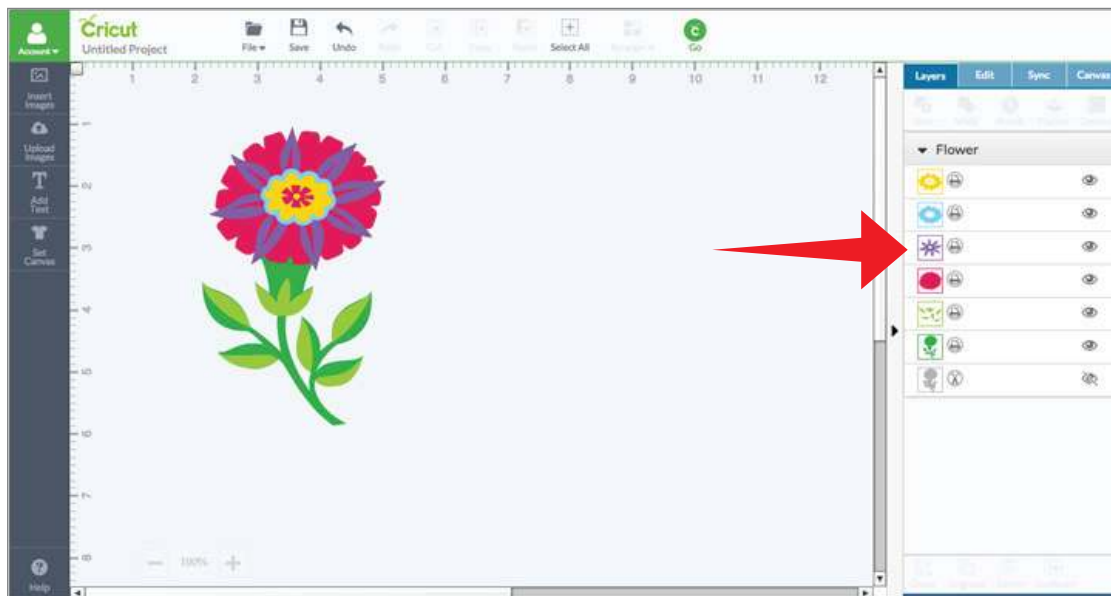

*Tip:* *Once you are done changing the colors, you can flatten the image into one layer for printing. Click "Flatten" on the Layers panel.*

Changing color for images with a print Line Type

Option 2 Custom color picker

You have many more color options for your designs when you use the custom color picker.

Step 1: Click the layer thumbnail in the Layers panel.
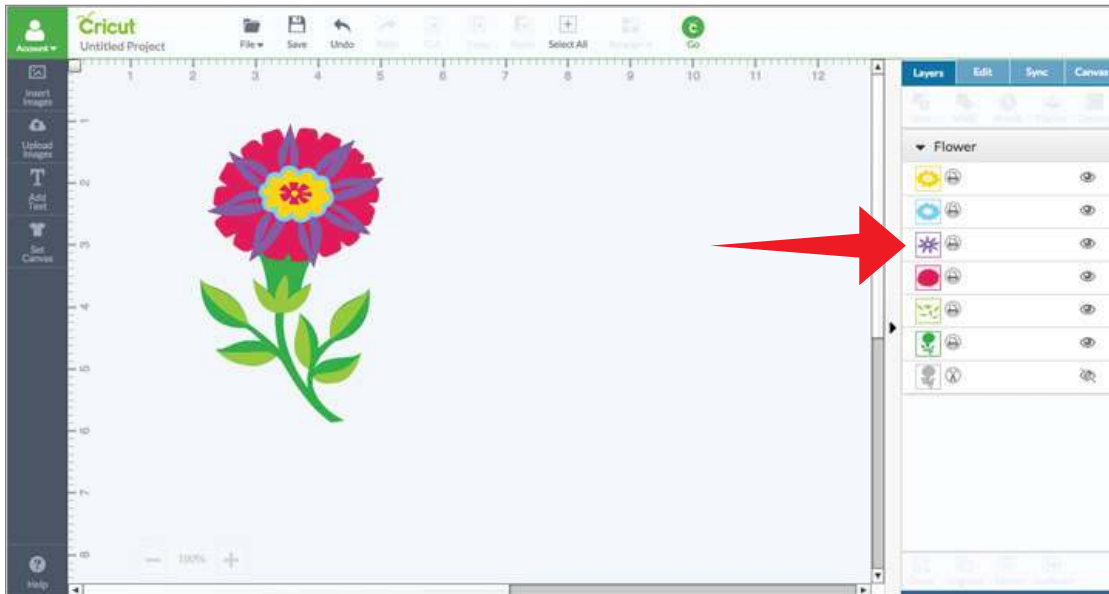
You'll find the custom color picker on the Line Type flyout.
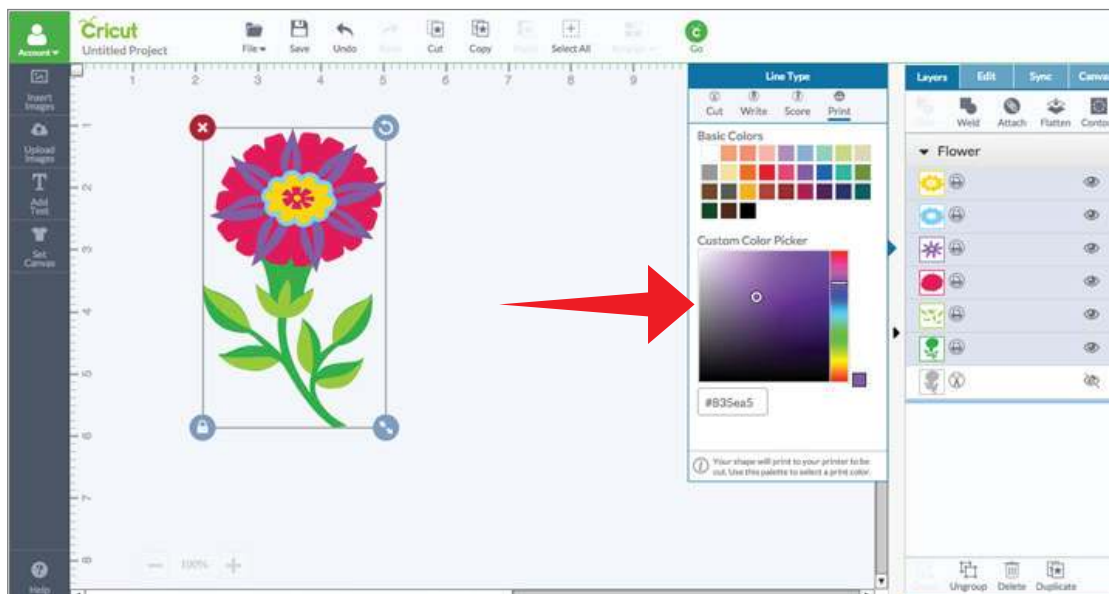
Changing color for images with a print Line Type

Step 2: Move the vertical slider up or down to change the color across the spectrum. The new color is reflected on the design screen and in the Layers panel.
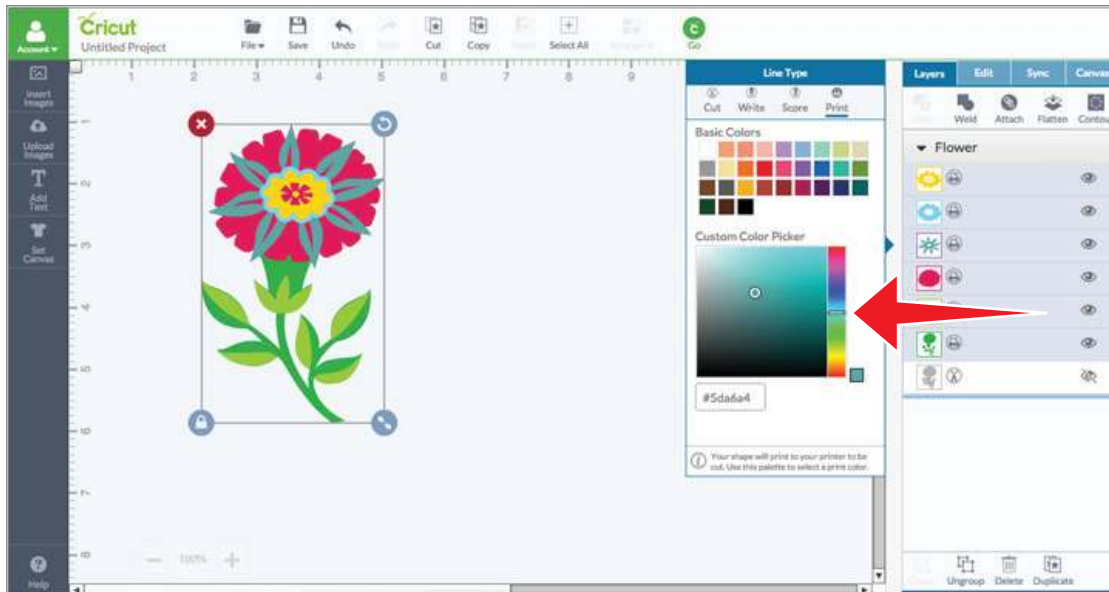
Step 3: Select a specific hue within the color family by moving the circle within the square color area. Click outside of the Line Type flyout to close it.
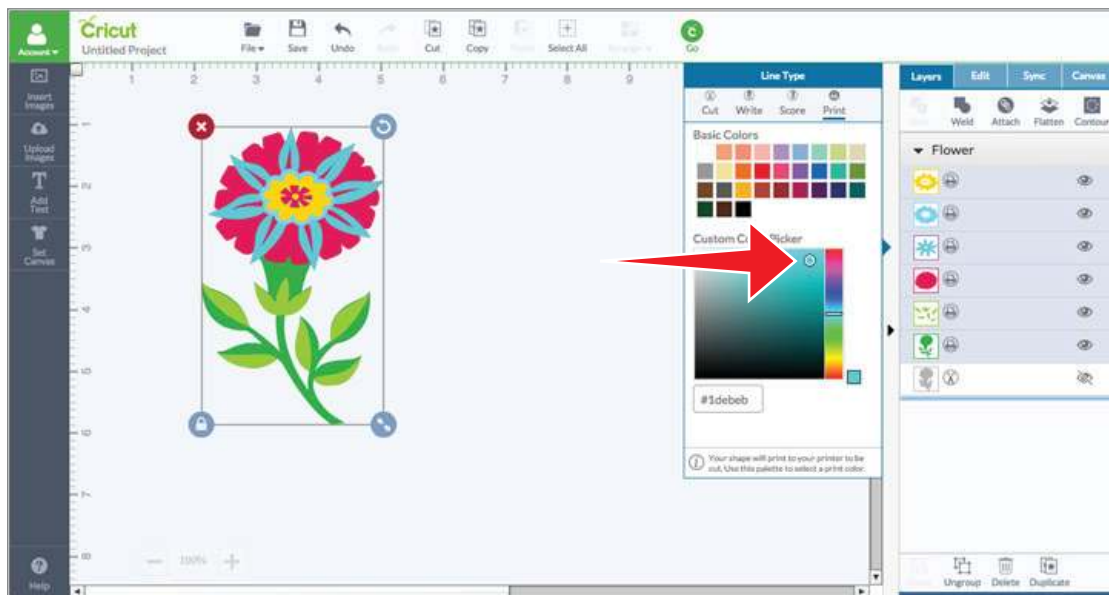
Tip: Once you are done changing the colors, you can flatten the image into one layer for printing. Click "Flatten" on the Layers panel.

Changing color for images with a print Line Type

Option 3 Hex values

Hex values are codes that represent color. The six-digit hex value may include numbers, letters, or a combination of both. In the custom color picker, hex values allow you to select a very specific color for your images.

Step 1: Click the layer thumbnail in the Layers panel.

The Line Type flyout appears and displays the hex value field where you can enter the hex code.
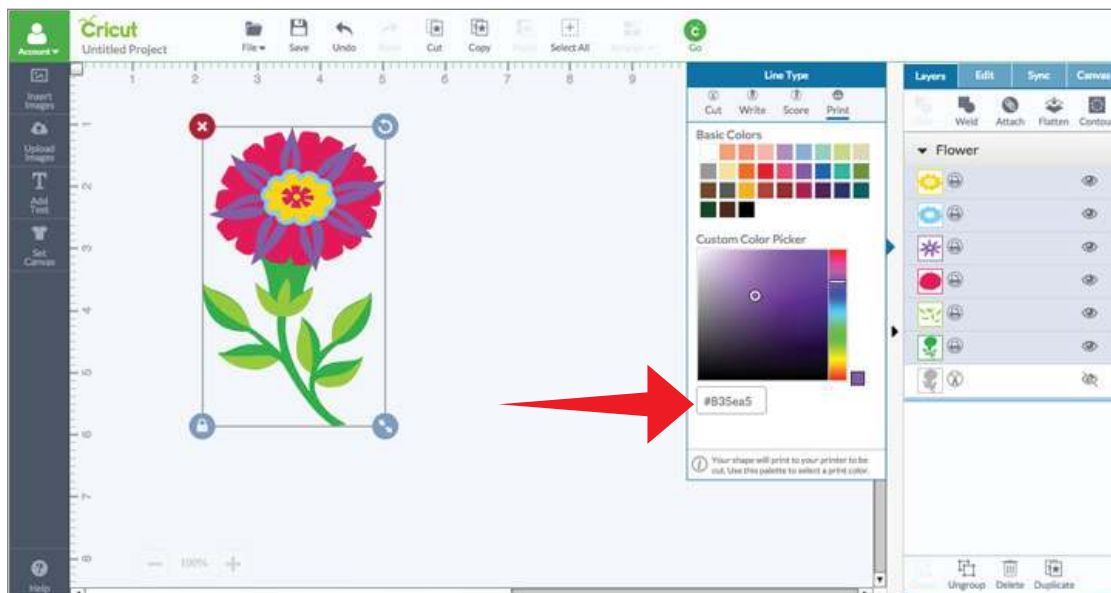
Changing color for images with a print Line Type

Step 2: Type the six-digit hex value into the field at the bottom of the Line Type flyout. The new color is reflected on the design screen and in the Layers panel. Click outside of the line type panel to close it again.
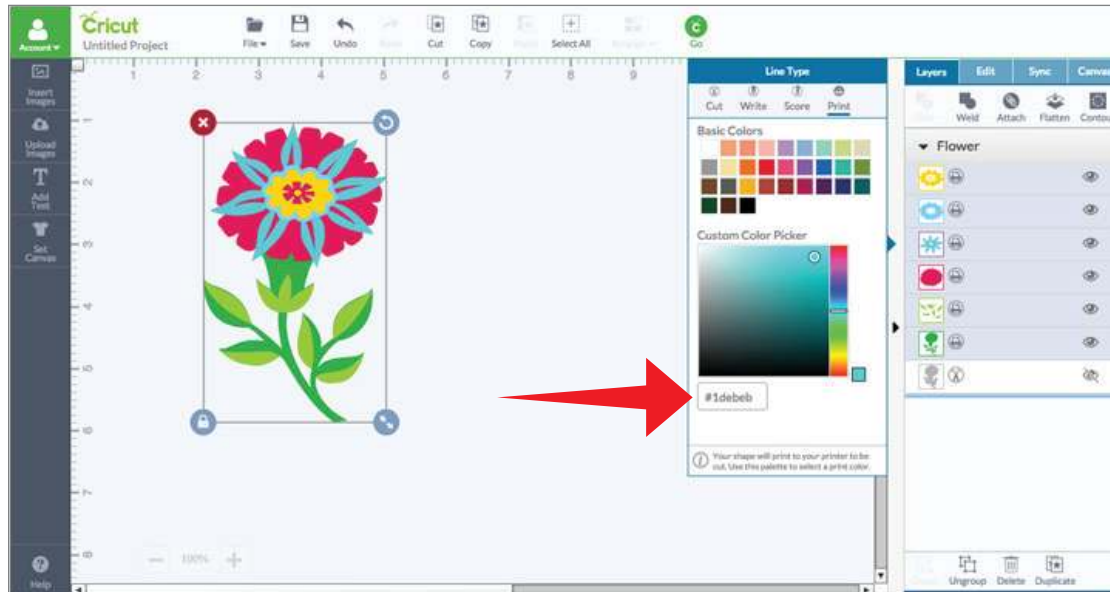
Tip: Once you are done changing the colors, you can select multiple layers and flatten the image into one layer for printing. Click "Flatten" on the Layers panel.

Selecting the pen color for write layers

Use the writing feature of Cricut Explore® machines to draw a decorative element or write text on your project. Cricut Design Space™ allows you to change the color of the image or text on the screen to match the pen color you will use in your machine. This will help you visualize your final project. The machine will prompt you when to use the pen and what color of pen to use. The color options reflect the Cricut Explore® pens available for purchase. The name of the pen color can be found on the barrel of the pen.

Step 1: Click the layer thumbnail in the Layers Panel.
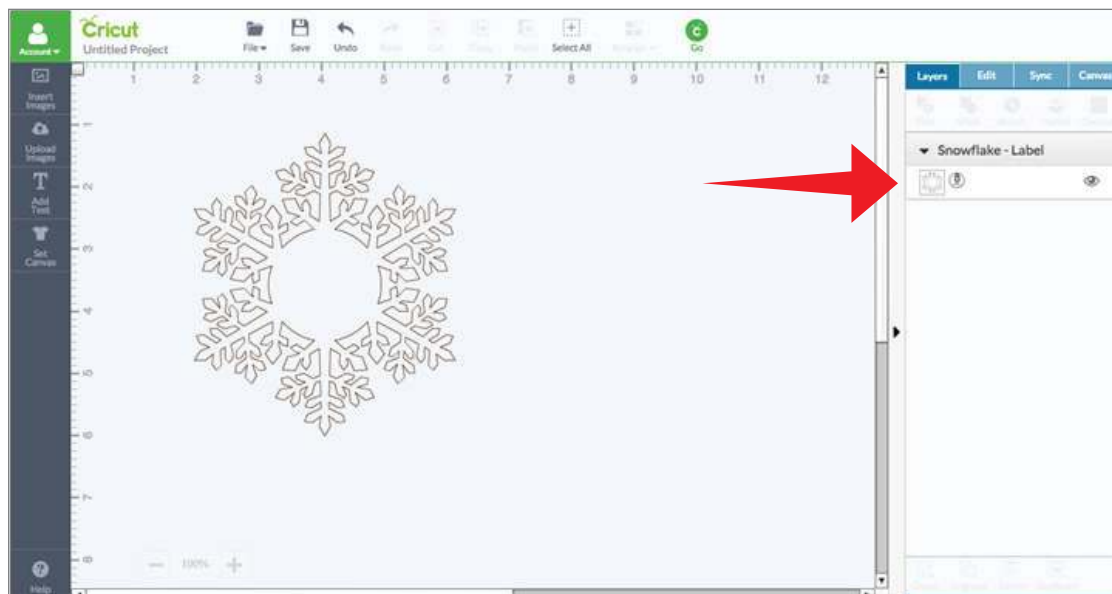
Selecting the pen color for write layers

The Line Type flyout appears and displays a list of pen colors, with the current color highlighted in gray.
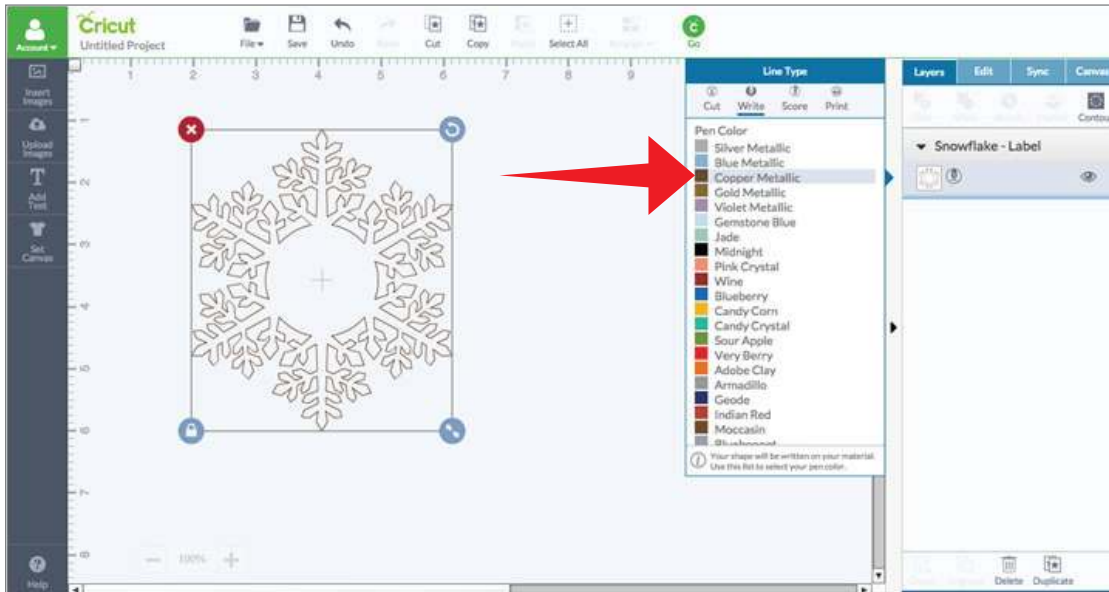
Tip: The color list coordinates with Cricut Explore® pen colors; the name of the color is listed on the pen barrel. Make sure to select the correct pen color form the Line Type flyout. You will be prompted to insert the appropriate pen color prior to beginning the writing process.

Step 2: Click the color swatch of the new color you would like to use in your project. The new color is reflected on the design screen and is highlighted in gray on the Line Type flyout.
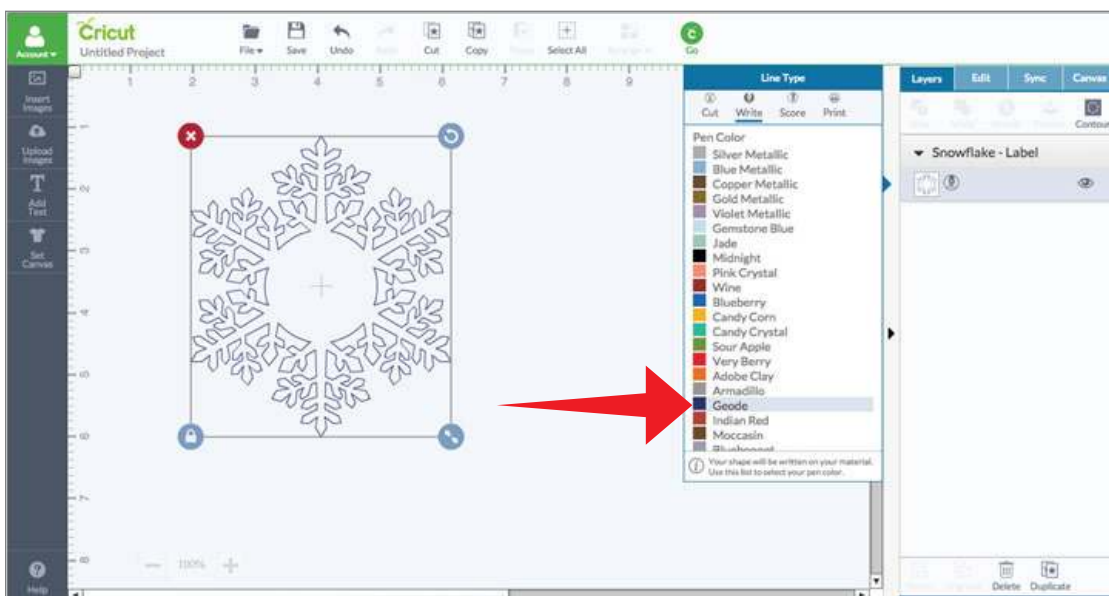
Clicking outside of the Line Type flyout closes it.

Tip: If your image is set to a different line type, you will need to click the Write tab on the Line Type flyout before selecting a pen color.

Color syncing images

The Sync Panel helps you consolidate colors within your project to reduce the number of different materials you plan to use, thereby reducing the number of cutting mats needed for a project. When syncing colors, you can change a single layer individually or all layers of a specific color at once.

Tip: Images are separated and placed on the mats based on color; layers with the same color are positioned on the same mats. If you have layers with even slightly different colors, they will cut on different mats. Use the Sync Panel to consolidate variations on a single color.

Changing a single layer color individually

Step 1: Click on the Sync tab to open the Sync panel.

Color syncing images

The panel shows your layers sorted by color.
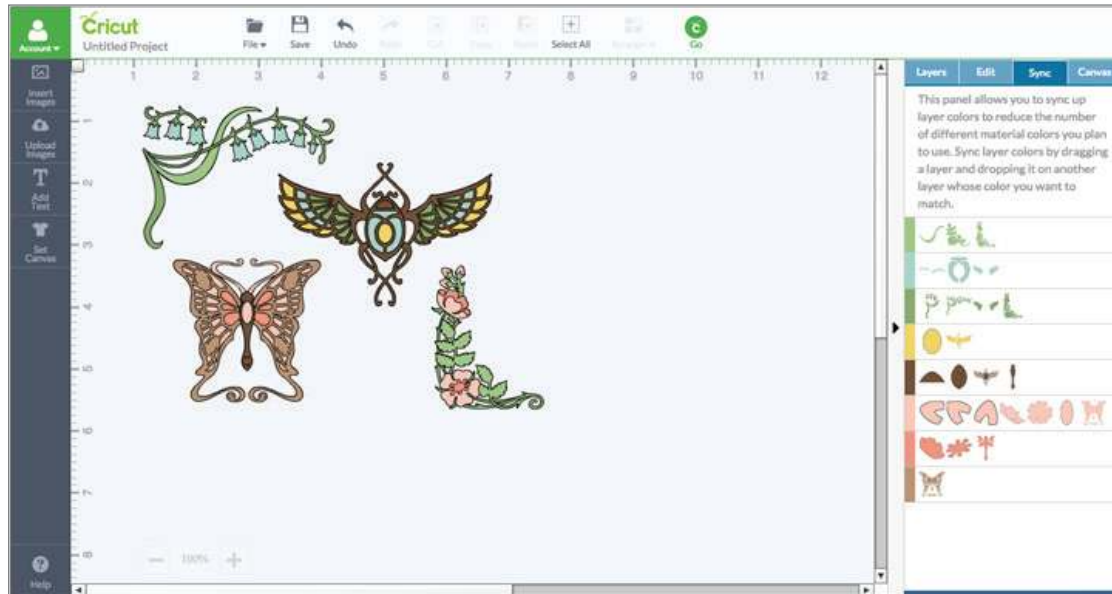
Step 2: Drag a layer thumbnail to a different color.
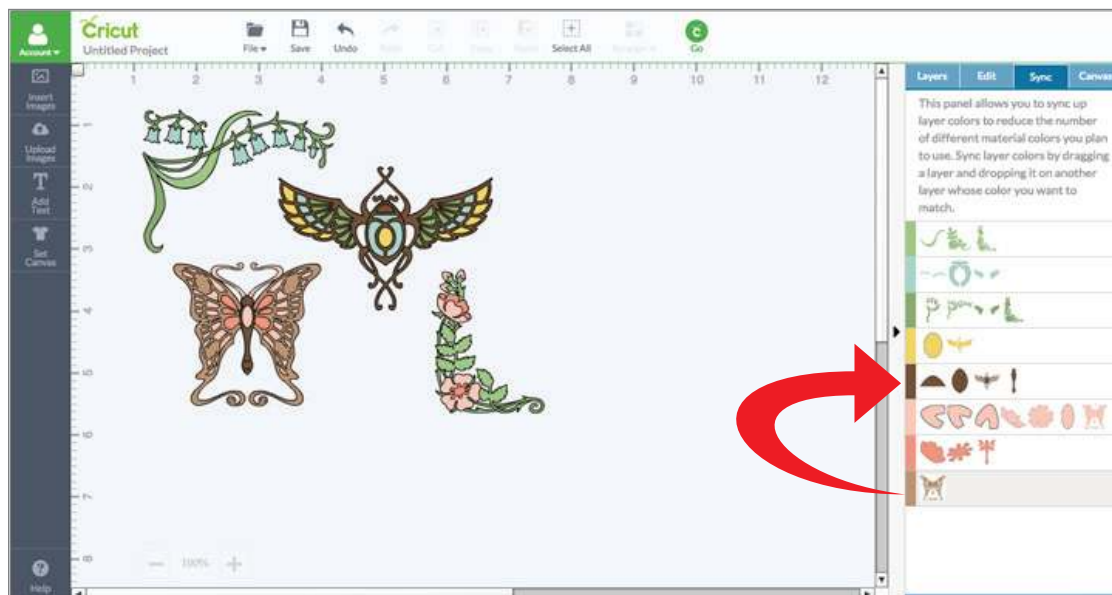
Color syncing images

The layer thumbnail will move to the new color and the change will be reflected on the design screen.
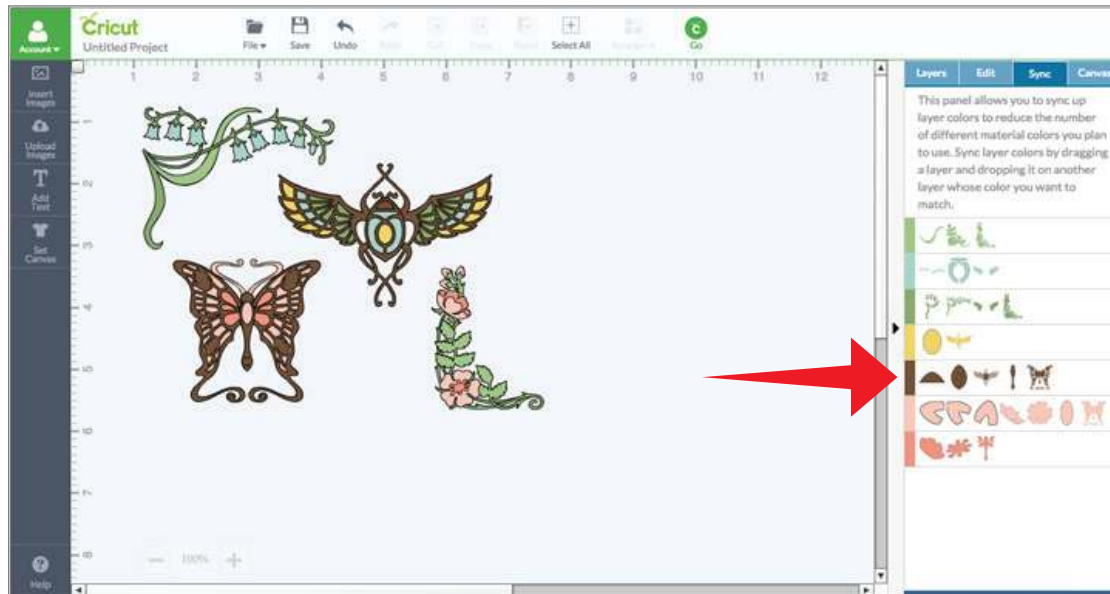
Tip: If you wish to reverse the changes you've made, click the "Undo" button on the top menu to go back a step. You can click "Undo" several times to go back several steps.

Changing a color row to a different color

Step 1: Click on the Sync tab to open the Sync panel.
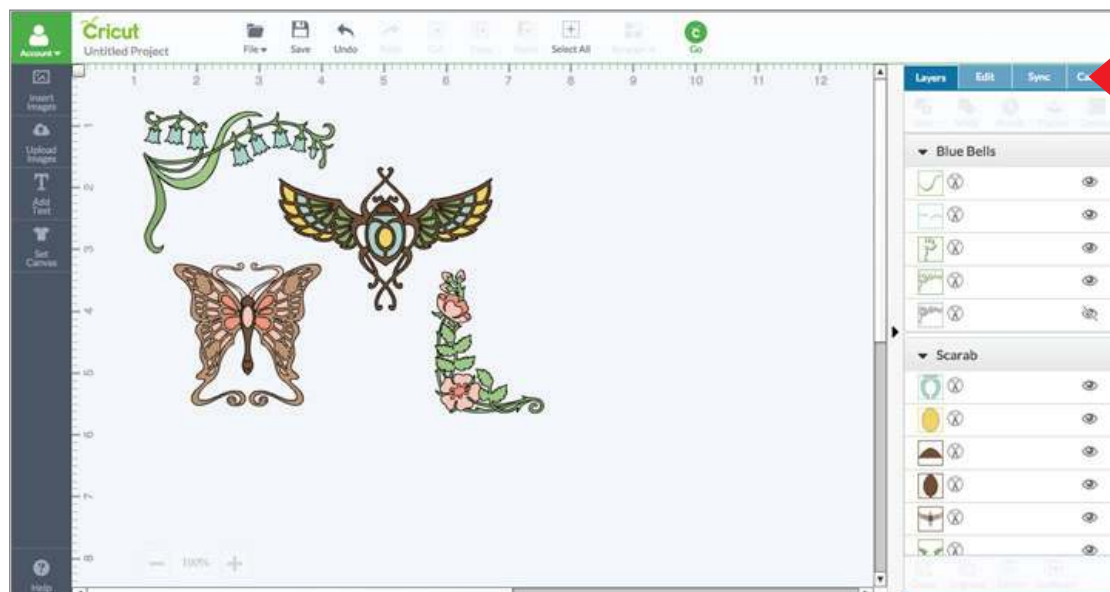
Color syncing images

The panel view shows your layers sorted by color.
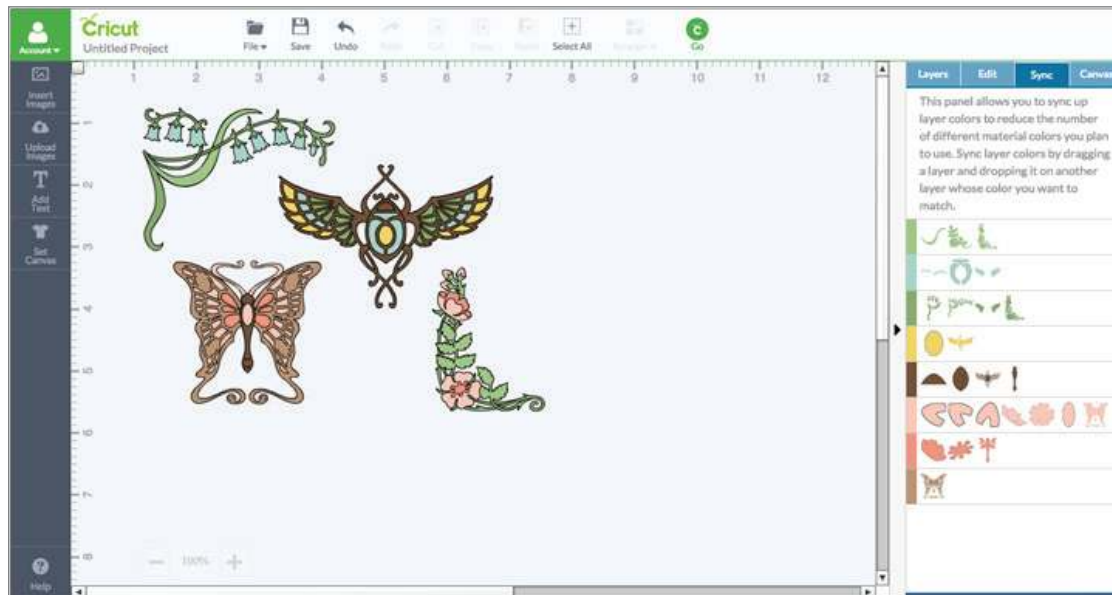
Step 2: Click on the color bar on the left side of the row and hold while dragging that color bar to a different color. The row will highlight in gray to indicate that it has been selected.
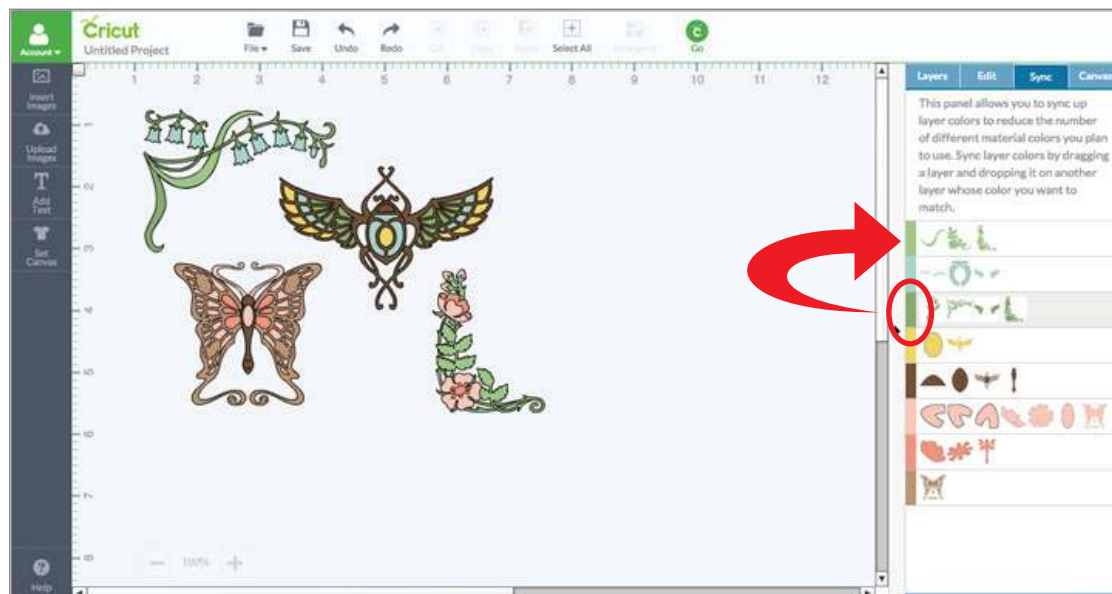
Color syncing images

All of the tiles from the row will move to the new color and the changes will be reflected on the design screen.
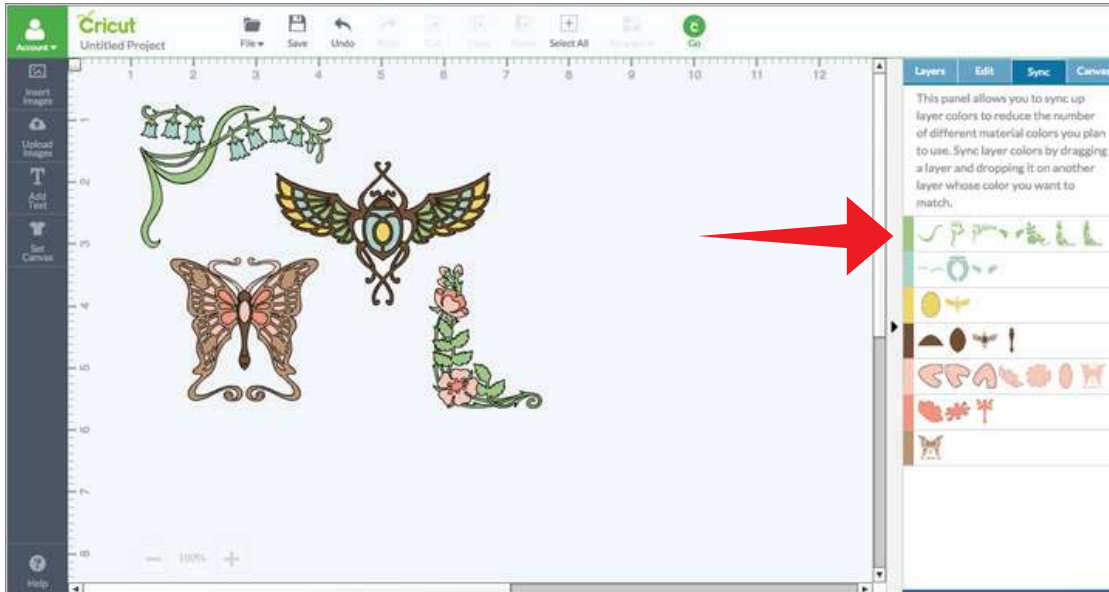
Image Position

The position feature of the Edit panel lets you precisely position images on the design screen. This feature is particularly useful when aligning multiple images along the left or top. Position is always measured from the top left corner of the design screen to the top left corner of the bounding box.

X position – the horizontal position of the image

Y position – the vertical position of the image

When an image is moved, a gray box appears indicating both the X and Y position in the design screen. Once you have finished moving the image, the position will update in the Edit panel.

There are two options for alignment with image position.

1. Top alignment
2. Left alignment

Tip: Positions on the design screen will not affect the way images are laid out on the mat unless you use the Attach tool.
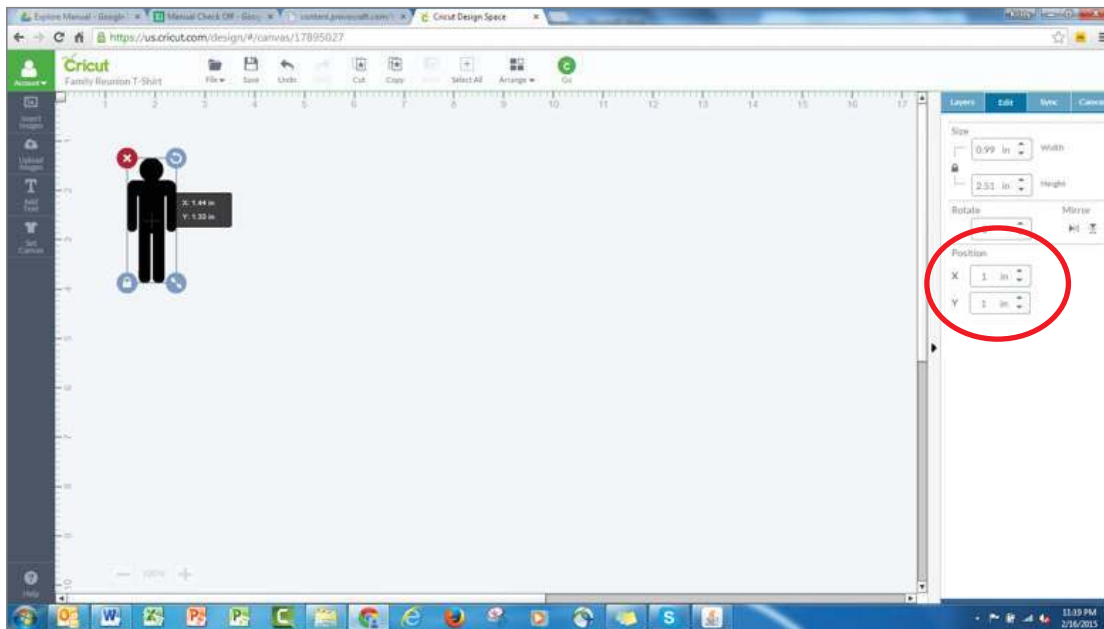
Image Position

Option 1: Using position to top align images

Step 1: Insert images you'd like to top-align to the design screen.
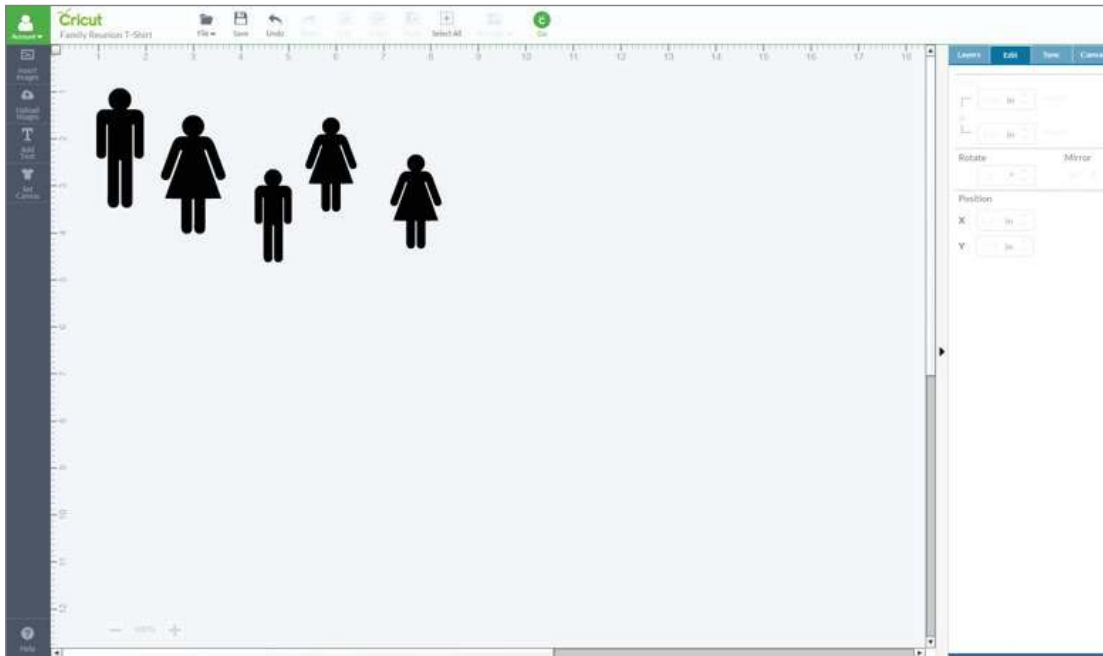
Step 2: Select an image you would like use as a reference for top alignment and then note the "Y" position
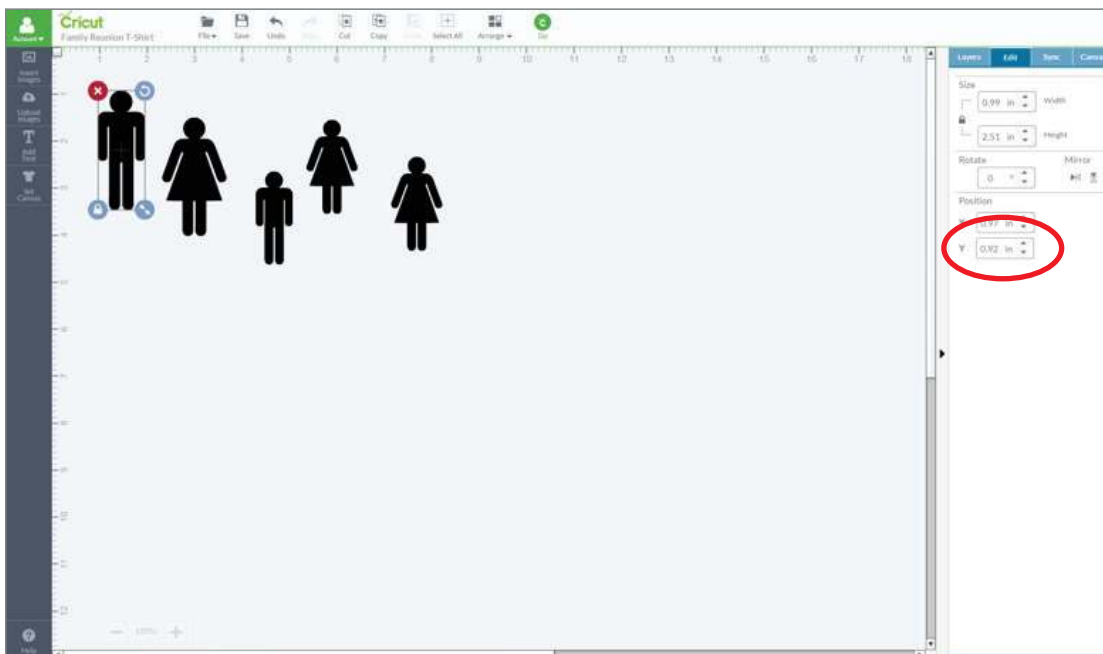
Image Position

Step 3: Use the Y position coordinates of the alignment image to match the position of additional images so that they are in a row. Repeat to top-align other images in other positions.
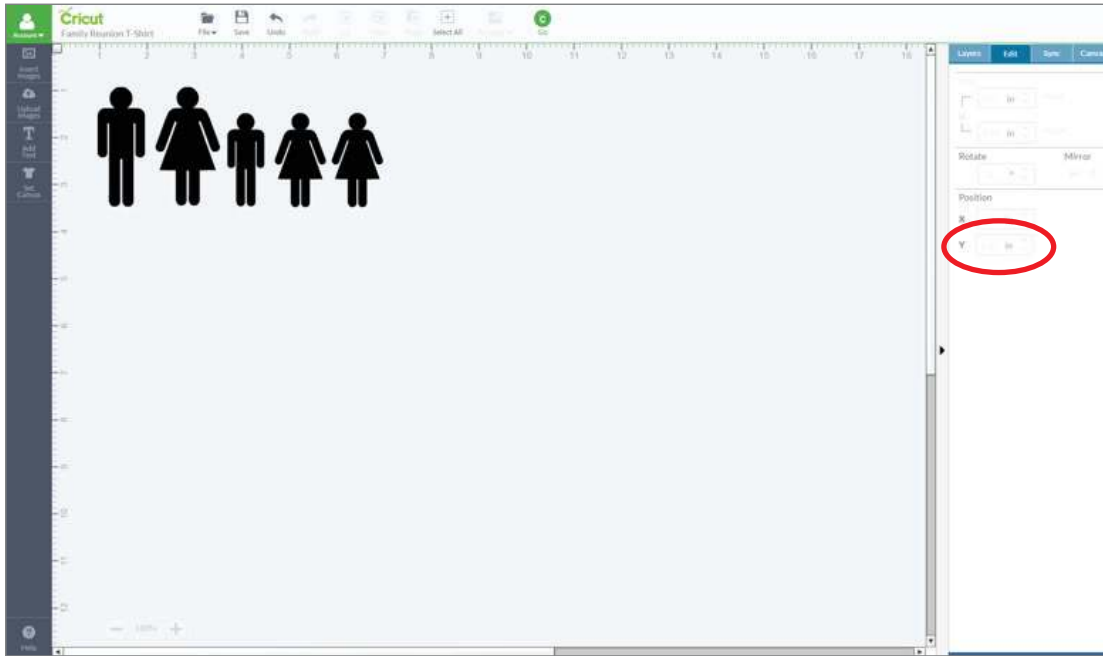
Option 2: Using position to left align images

Step 1: Insert images you'd like to left-align to the design screen.
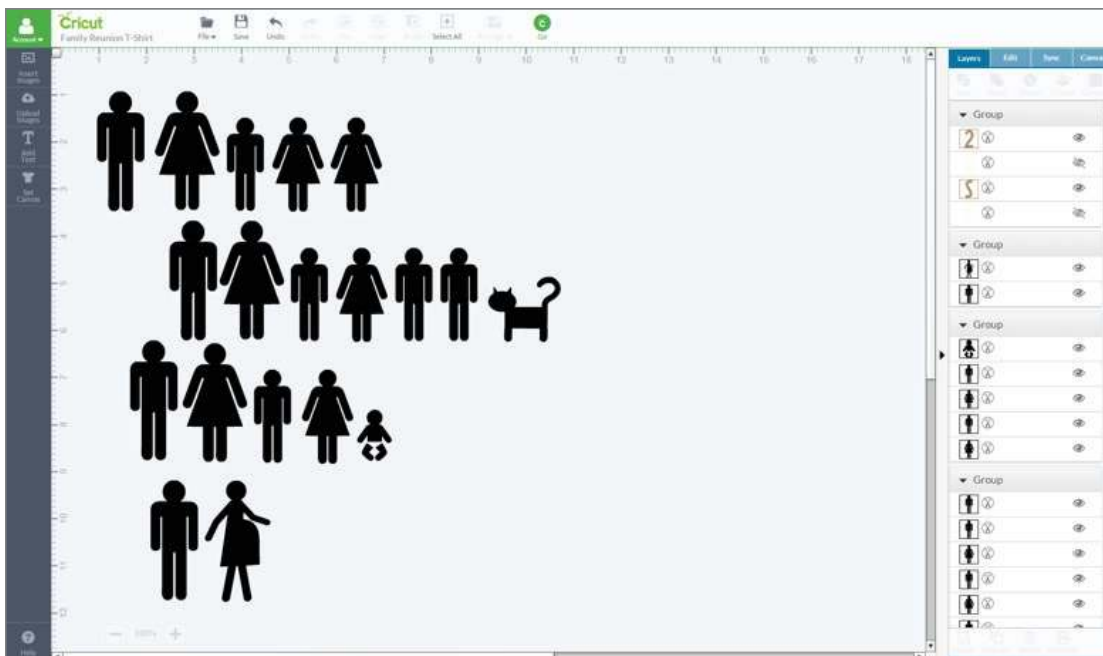
Image Position

Step 2: Select an image you would like to use as a reference for left alignment and then note the "X" position.
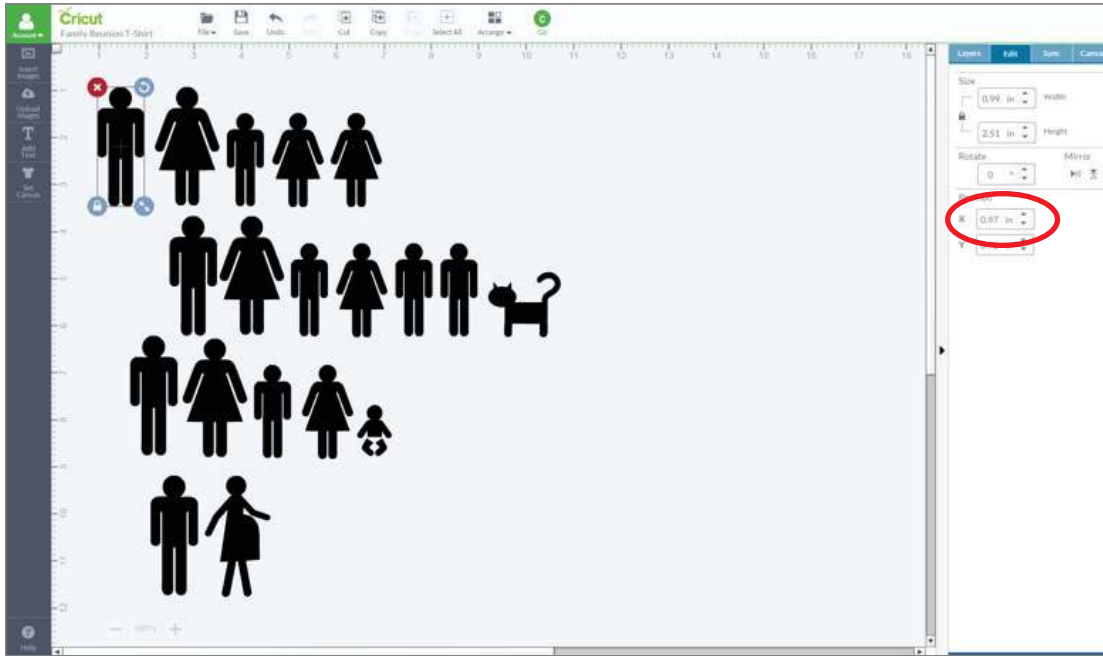
Step 3: Use the X position coordinates of the alignment image to match the position of additional images so that they appear in a column. Repeat to left-align other images in other positions.
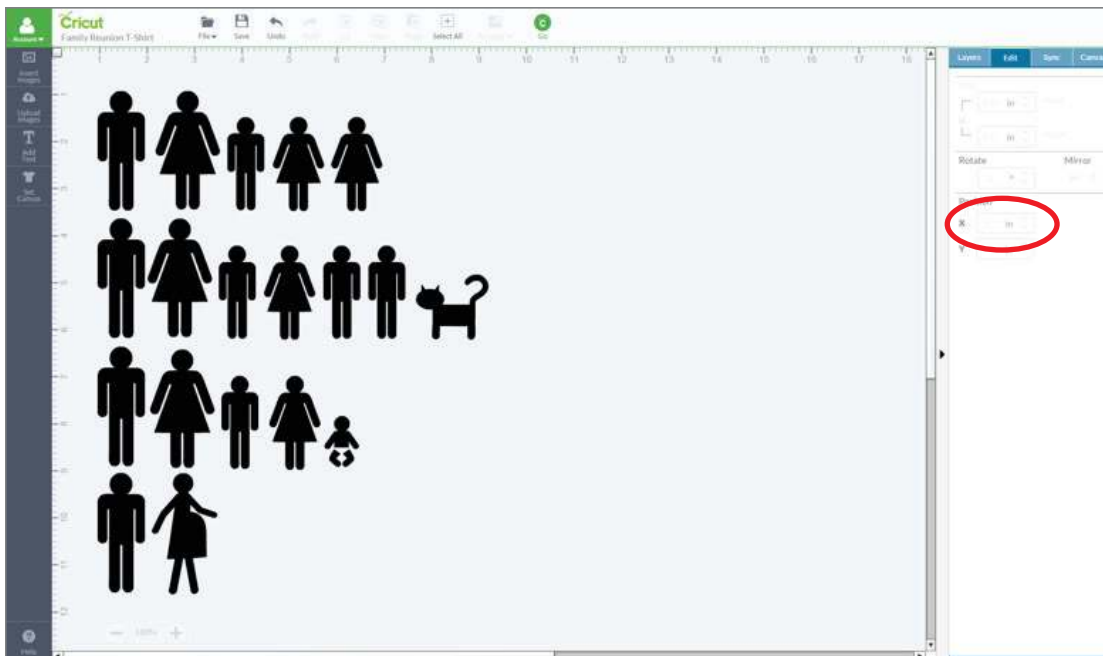
Arranging images

During the design process, you may need to adjust the order of layers from front to back. Arranging allows you to change the order in which images or layers appear on the design screen by moving images and layers forward and backward.

Layer order can be thought of as a deck of cards. Think of the layers of an image or project as the individual cards. You can easily move the bottom card to the middle or the top of the deck, and the top card to the middle or bottom of the deck. This is what you can do with your images and layers with the arrange feature.

Use the Layers panel as a guide to see the order of your layers. Images in the Layers panel appear stacked in the order they appear on the design screen. The bottom layer of the panel is also the bottom layer of the project; conversely, the top layer of the panel is the top layer of your project. Only one grouped image or one layer can be arranged at a time.

Tip: *When using the arrange feature, grouped images will move all together as one unit. If you want to change the order of just one layer of an image, the image will need to be ungrouped. Ungrouping an image will bring all layers to the top of the project.*

Tip: *When a layer is duplicated or copied and pasted, its copy will become the top layer of the project.*

Move images or layers using the following actions:

Move to Back – Send the selected image or layer to the back of the stacking order.

Move Backward – Move the selected image or layer one layer backward in the stacking order.

Move Forward – Move the selected image or layer one layer forward in the stacking order.

Move to Front – Bring the selected image or layer to the front of the stacking order.

Arranging images

Option 1: Move to back

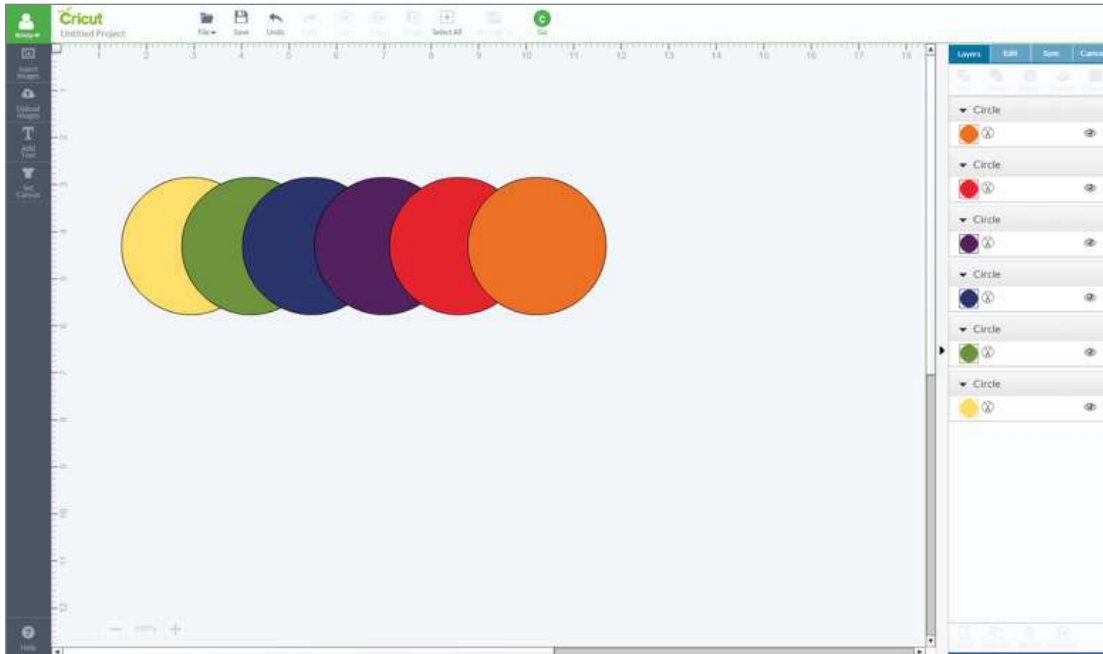**Step 1:** Select the image you wish to arrange.
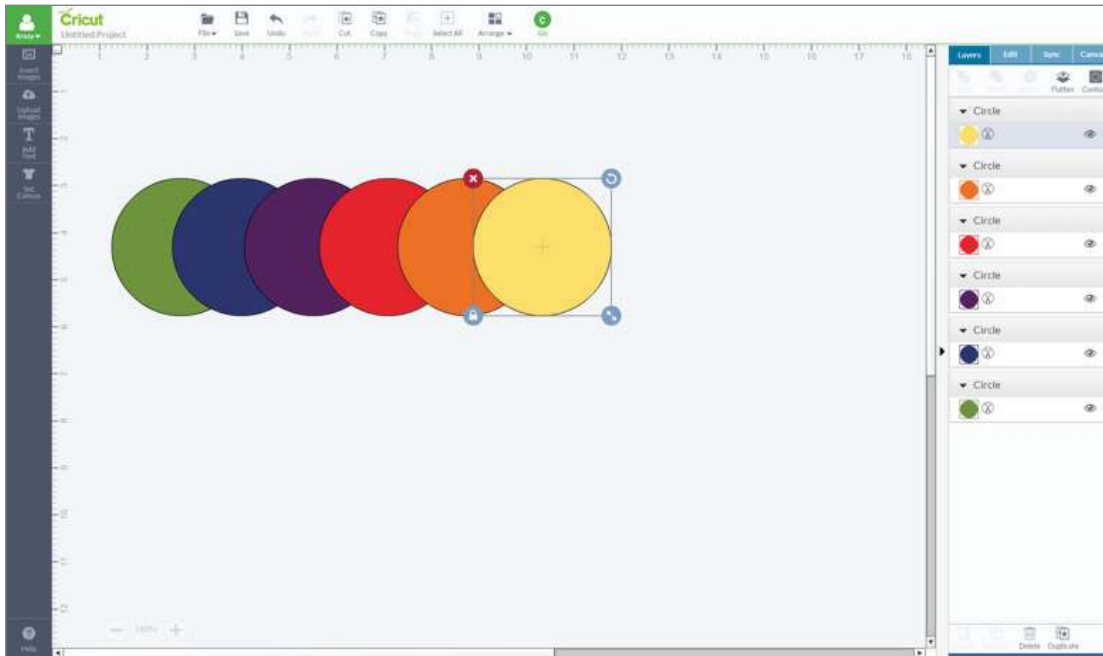
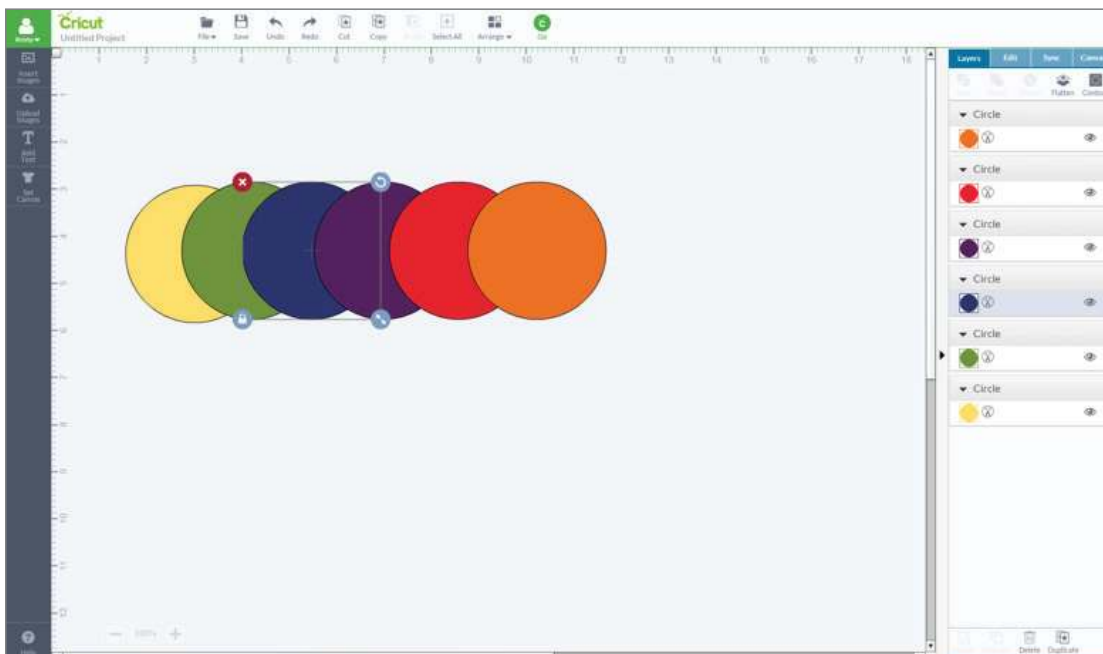**Step 2:** Open the Arrange menu and select "Move to Back."
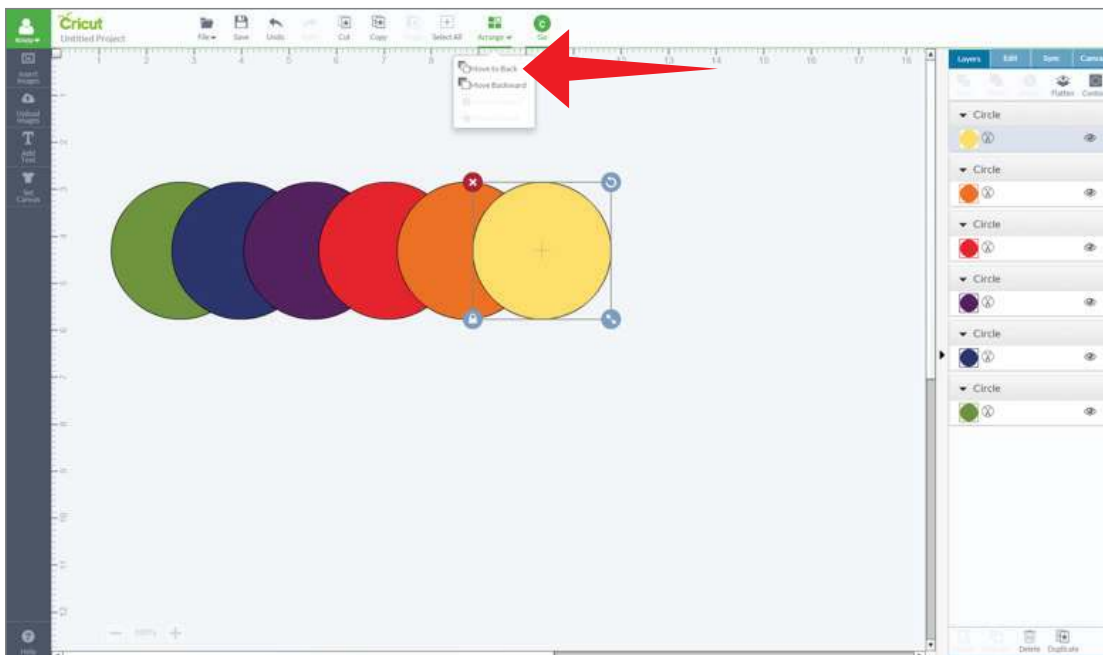
Arranging images

Step 3: The image moves from its current place in the order to the bottom layer of the design. This change is also reflected in the Layers panel. (The yellow circle below was moved to better illustrate stacking order.)
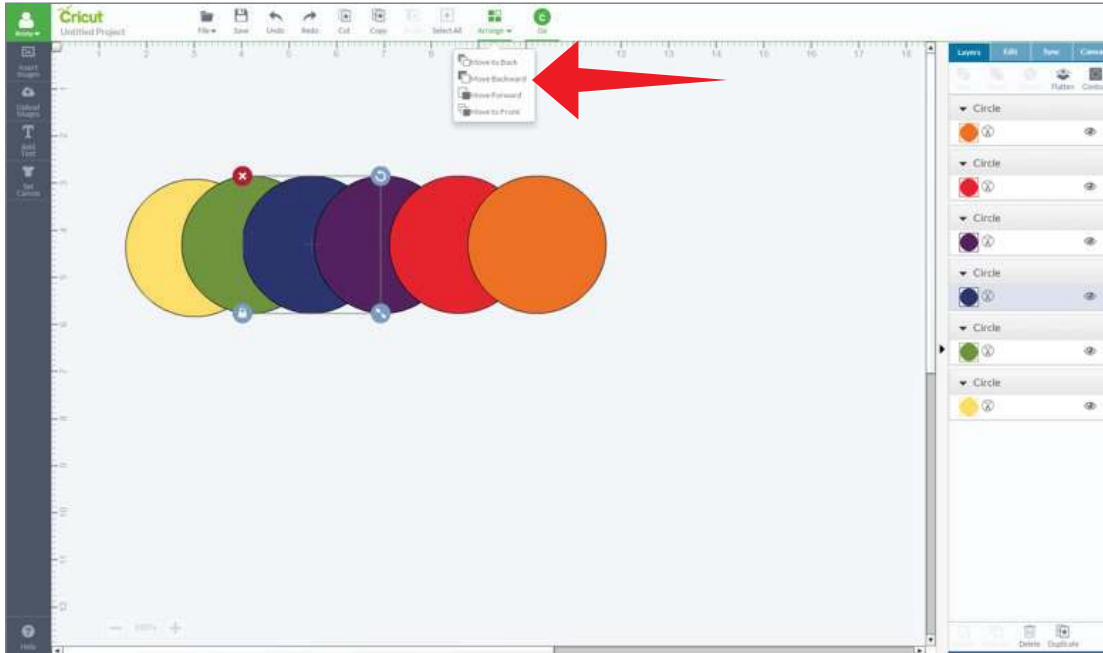

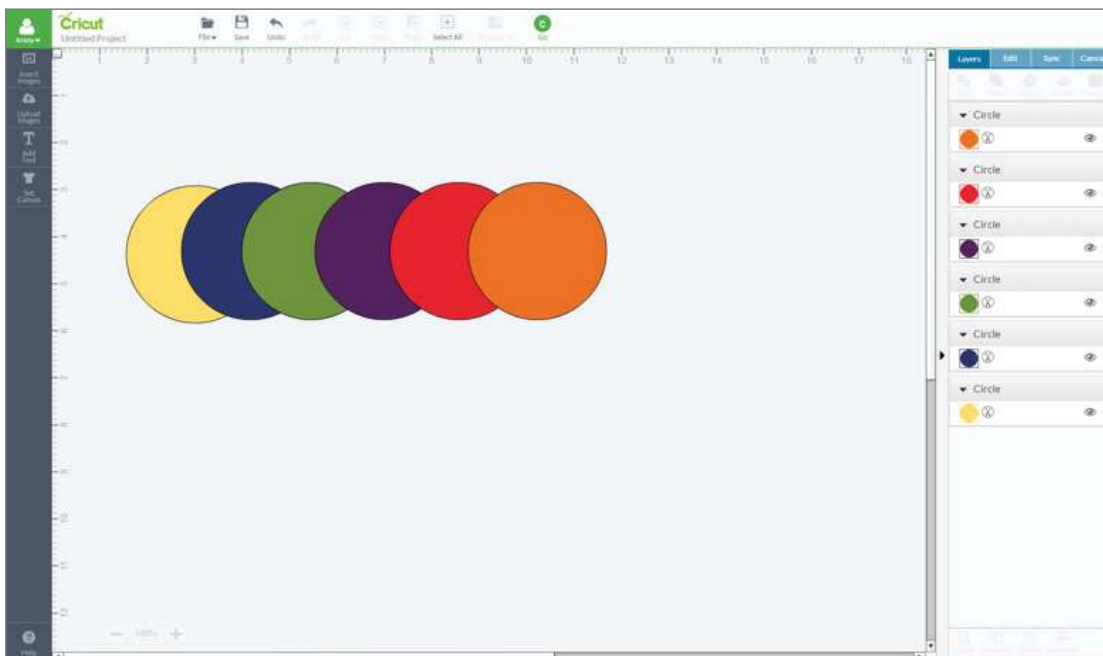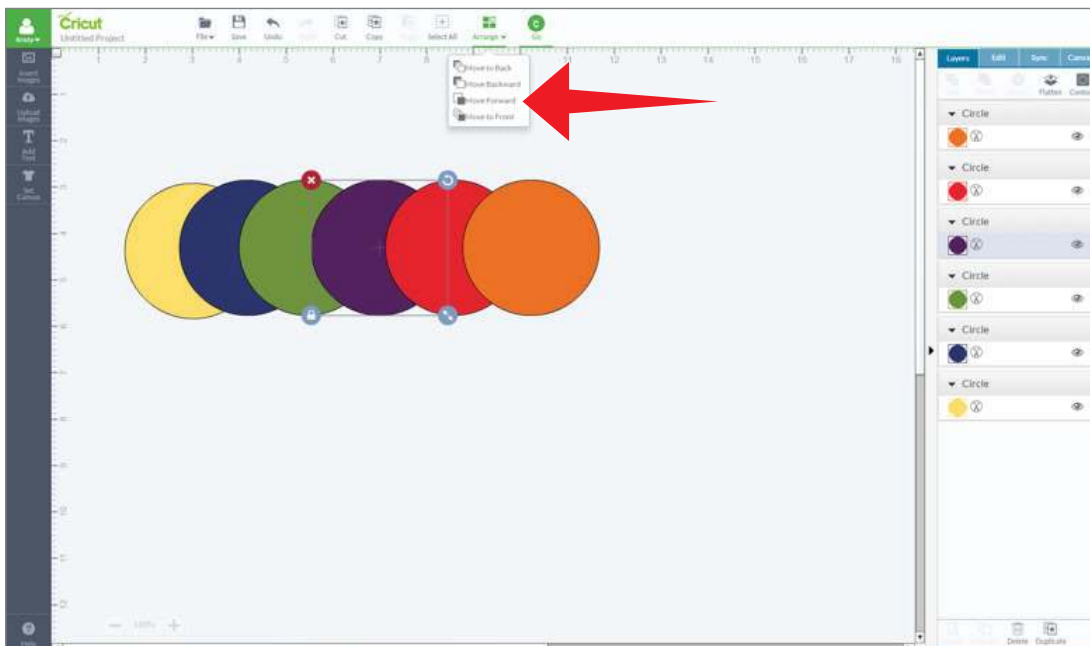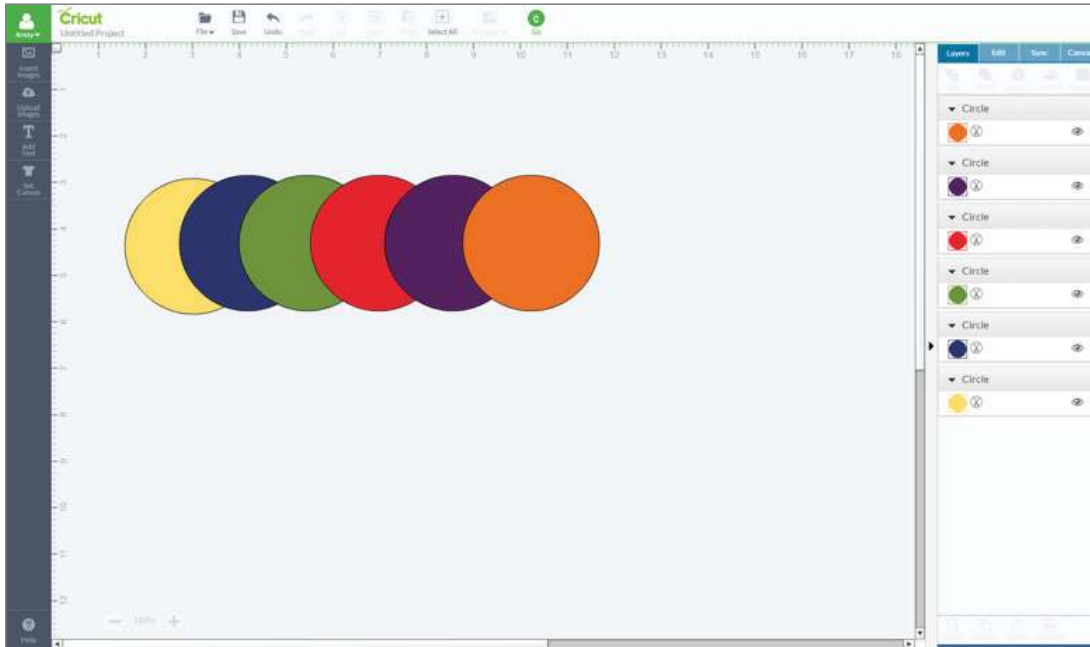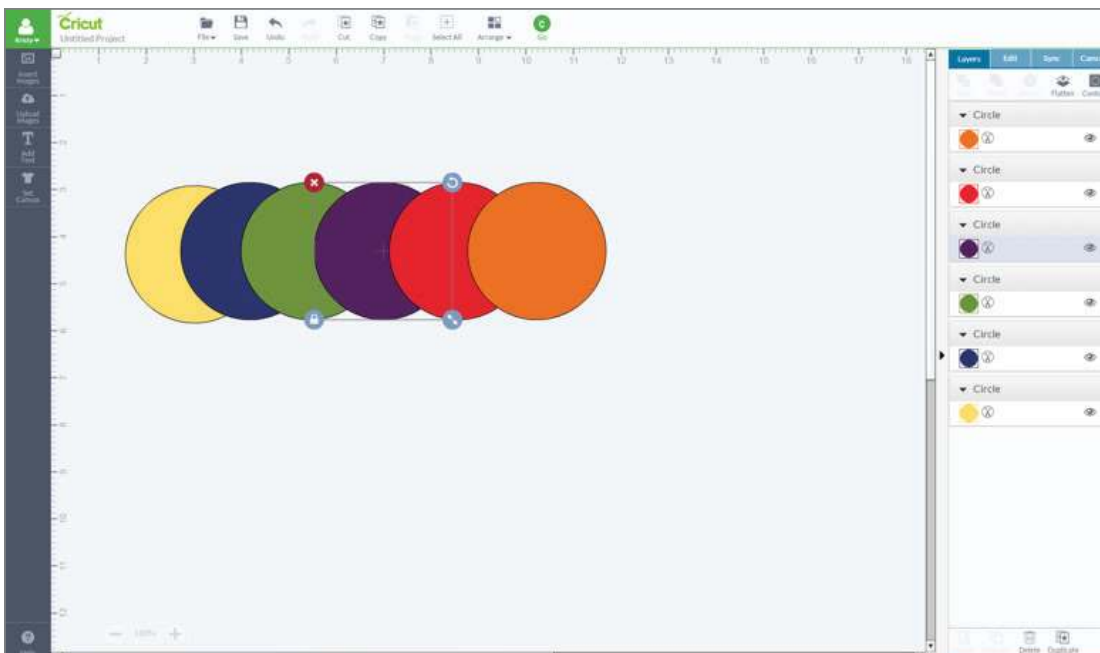## Option 2: Move Backward

**Step 1:** Select the image you wish to arrange.

Arranging images

Step 2: Open the Arrange menu and select "Move Backward."


Step 3: The image moves from its current place in the order back one layer. This change is also reflected in the Layers panel. (The blue circle below was moved to better illustrate stackinging order.)

Arranging images

Option 3: Move Forward

Step 1: Select the image you wish to arrange.
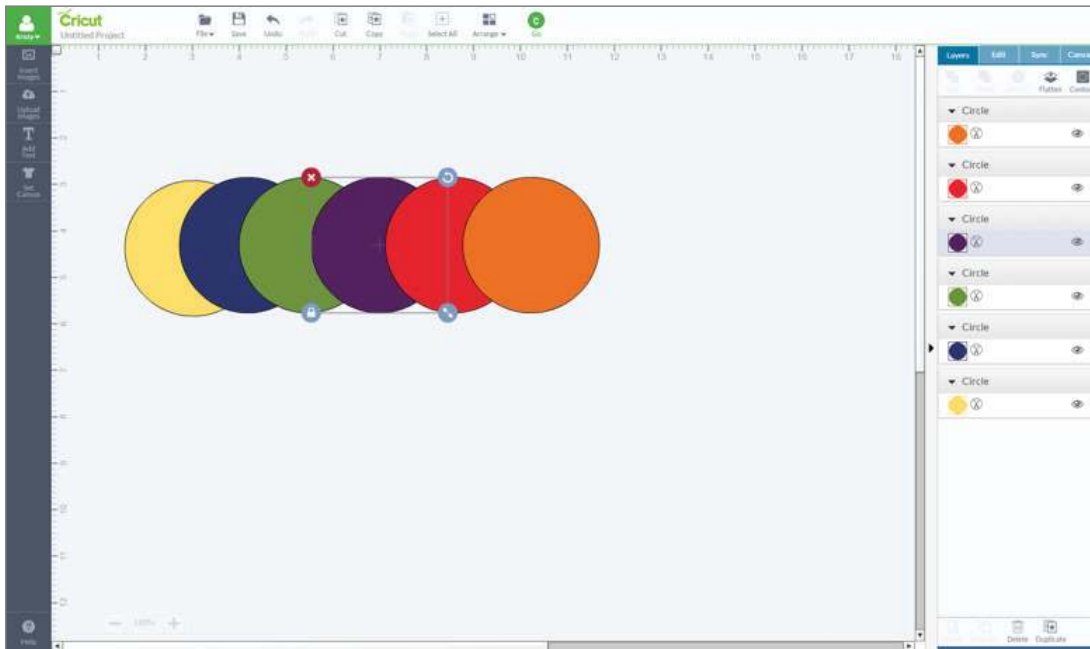
Step 2: Open the Arrange menu and select "Move Forward."

Arranging images

Step 3: The image moves from its current place in the order forward one layer. This change is also reflected in the Layers panel. (The purple circle below was moved to better illustrate stacking order.)

Option 4: Move to Front

Step 1: Select the image you wish to arrange.

Arranging images

Step 2: Open the Arrange menu and select "Move to Front."
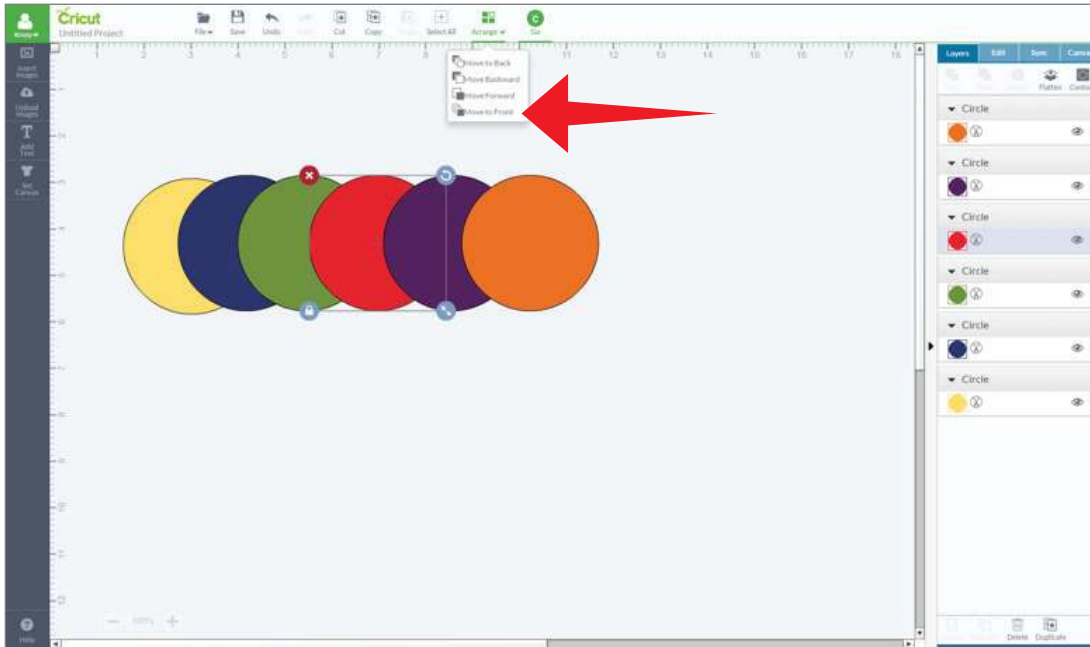
Step 3: The image moves from its current place in the order to the top layer. This change is also reflected in the Layers panel. (The red circle below was moved to better illustrate stacking order.)

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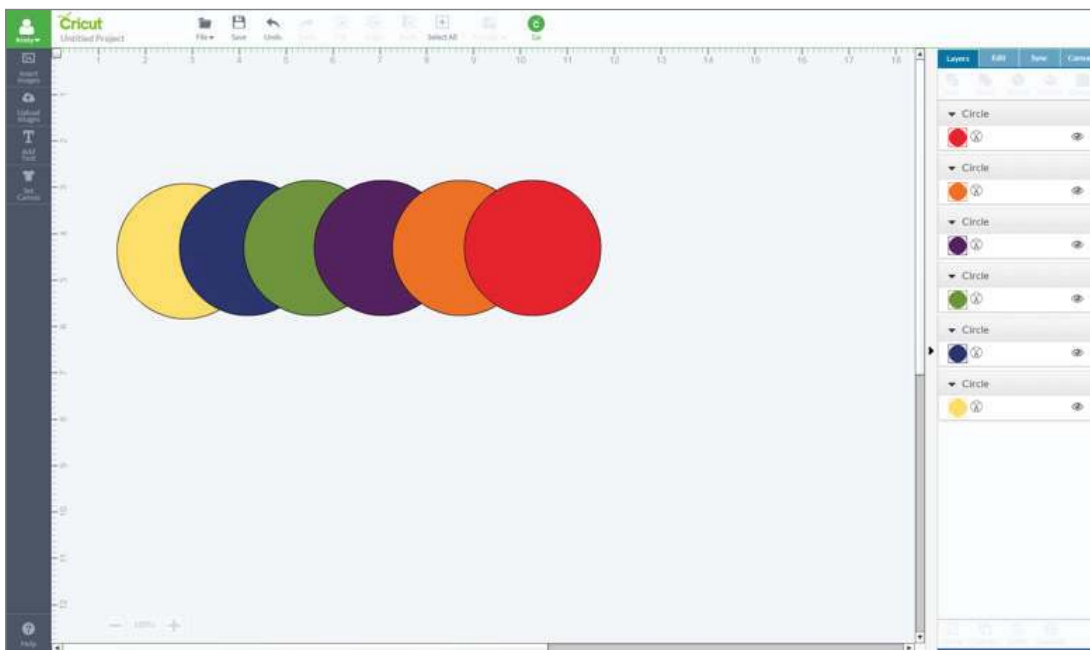
Designing for placement on the mat

In general, projects are cut in paper saver mode, so images are automatically placed on the cutting mat as close together as possible to conserve material. If you wish to hold your cuts in position so that images on the cutting mat appear exactly as they show up on the design canvas, you can design directly on the mat using a basic canvas and the Attach tool.

Step 1: Select "Set Canvas" from the design screen to view available project canvas types.
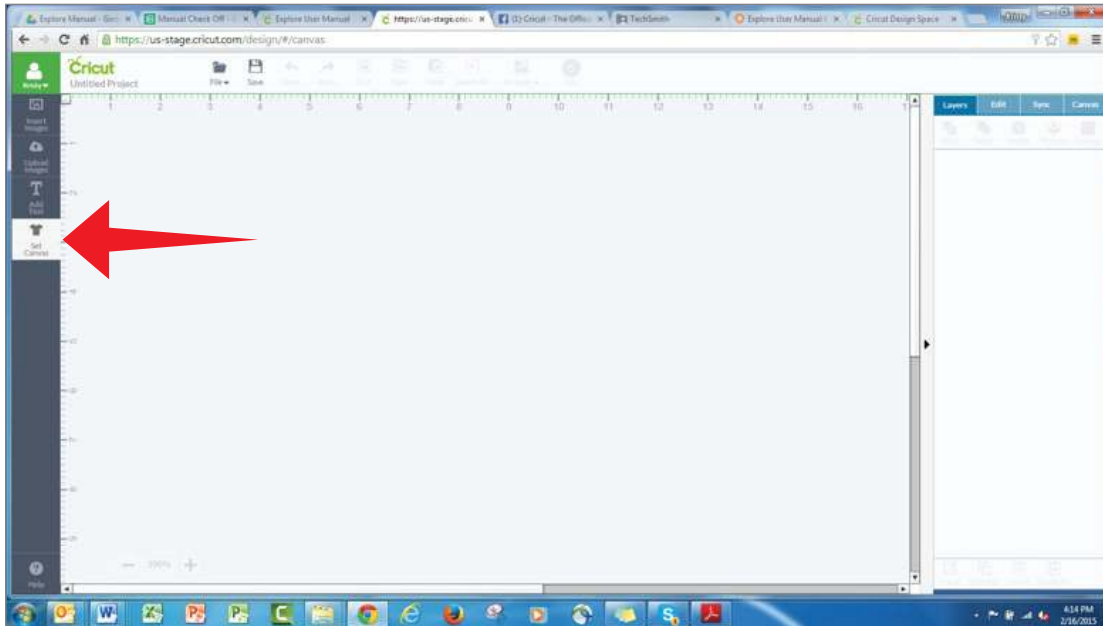
Step 2: Click on "Basic Canvas."
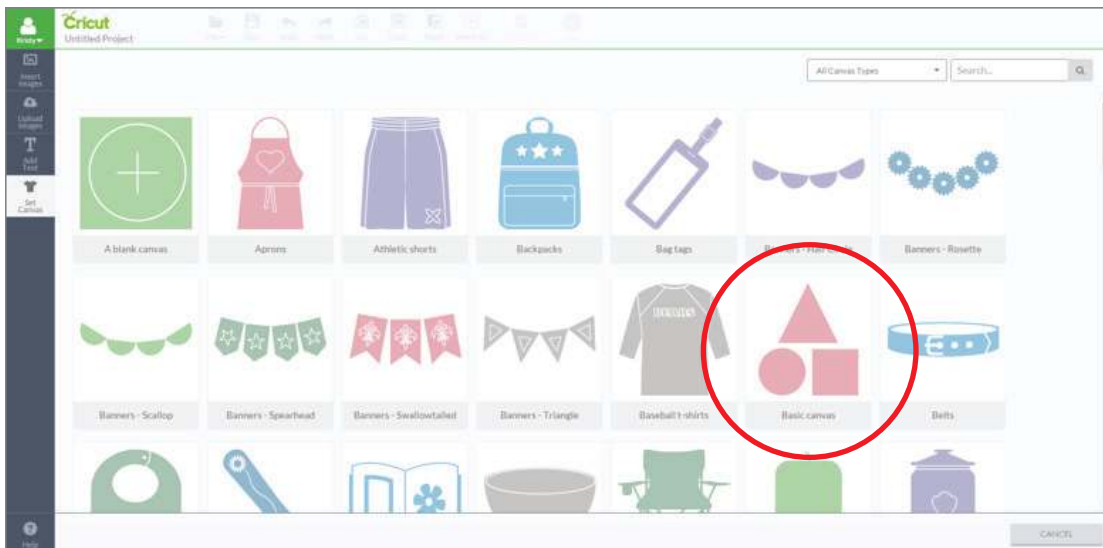
Designing for placement on the mat

Step 3: You will be taken back to the design screen and the project canvas will be visible in the background. The canvas represents your mat but will not cut. Using the canvas panel, resize the canvas to the maximum size that can be cut on the mat.

Tip: For a 12" x 12" mat, the maximum cut size is 11.5" x 11.5". For a 12" x 24" mat, the maximum cut size is 11.5" x 23.5".
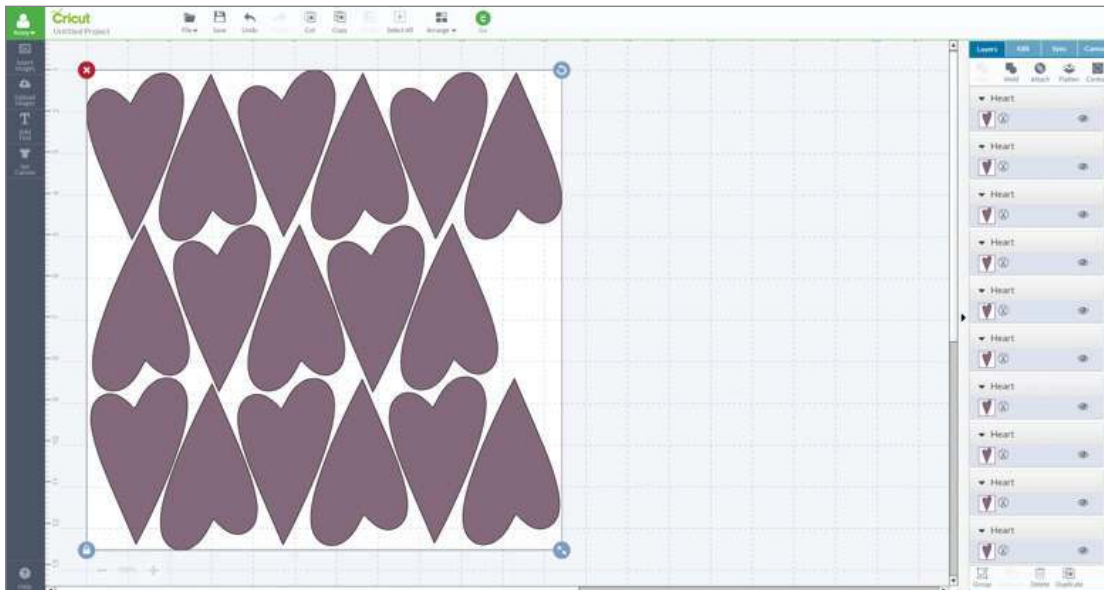
Step 4: Click the Grid On/Off button to activate the design screen grid.
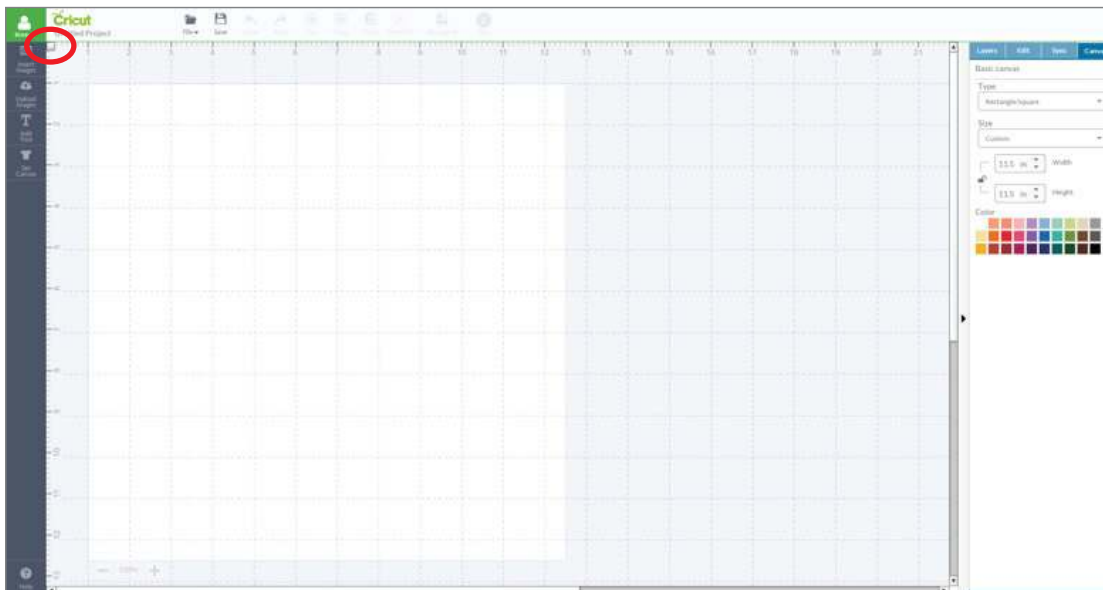
Designing for placement on the mat

Step 5: Create your project, positioning all the images inside the canvas.
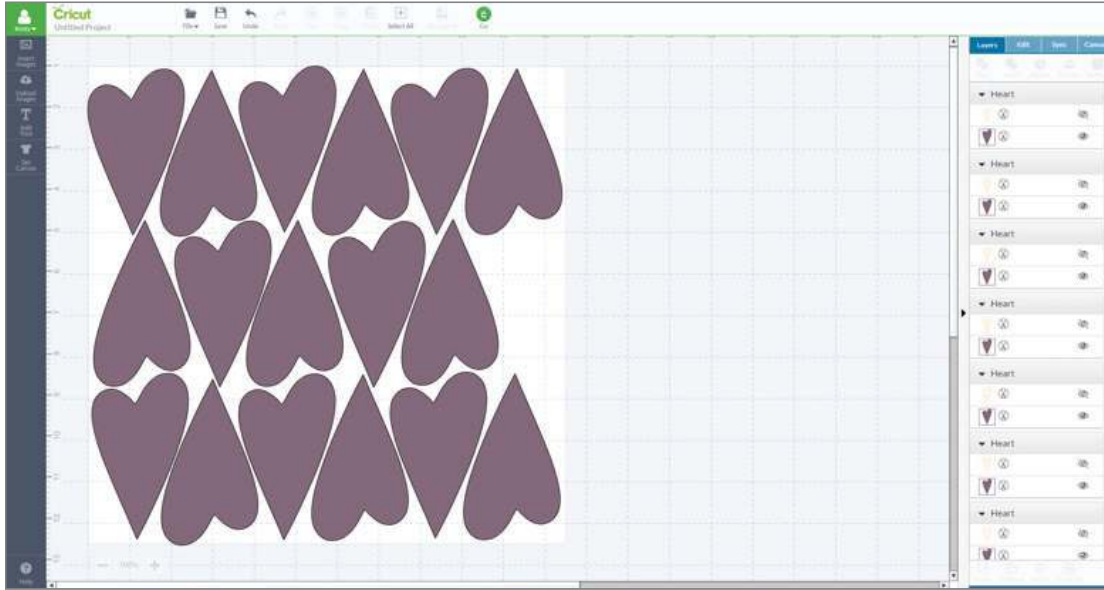
Step 6: Select all the images you would like to hold position by color, they will all be cutting from the same mat.

Tip: You may wish to position images with more than one color, to work with the images you will need to ungroup prior to attaching. The Attach tool will convert all selected layers into a single color that will be cut from the same mat. Once layers have been attached, they can then be grouped with other layers without affecting the way the project cuts on the mat.

Designing for placement on the mat

Step 7: Click the Attach button on the Layers panel to hold the selected images in place.
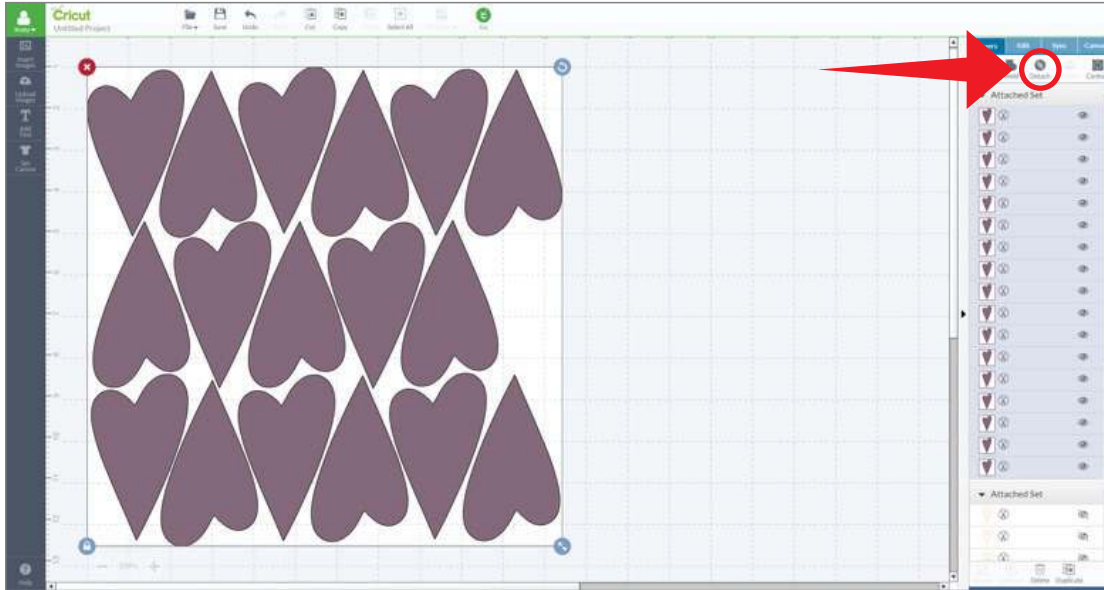
Tip: If you would like to edit placement after images have been attached, you can detach them by clicking "Detach" in the Layers panel.

Step 8: You will know that your images are attached because they will appear as an attached set in the Layers panel. When you are ready to begin the cutting process, click "Go."

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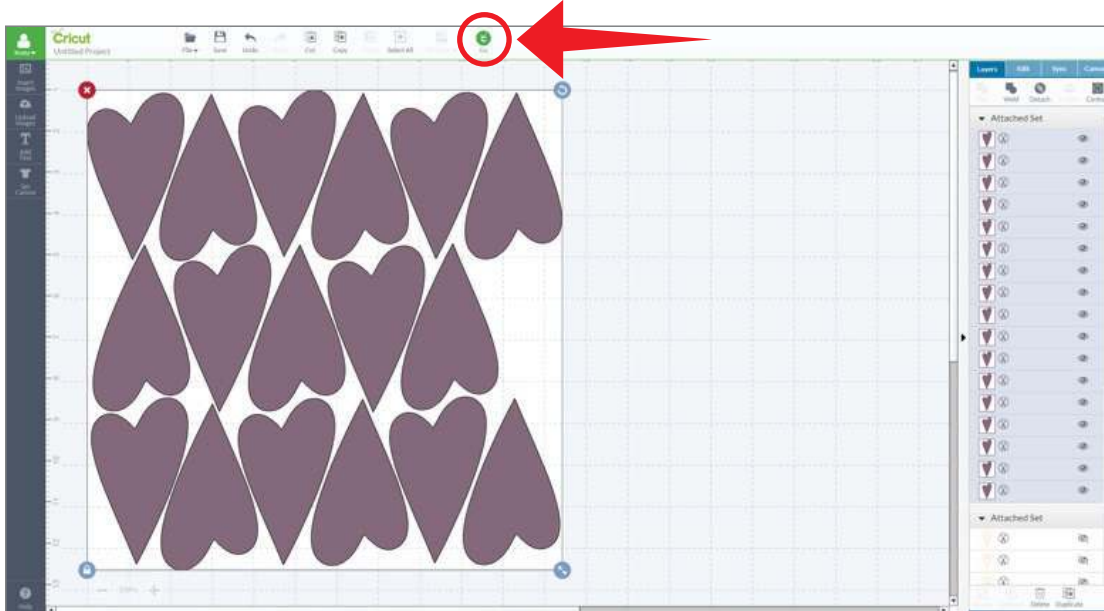
Designing for placement on the mat

Step 9: The images are displayed on the Mat preview screen exactly as you have arranged them on the design screen. Click "Go" and then follow the on screen prompts to cut your project.
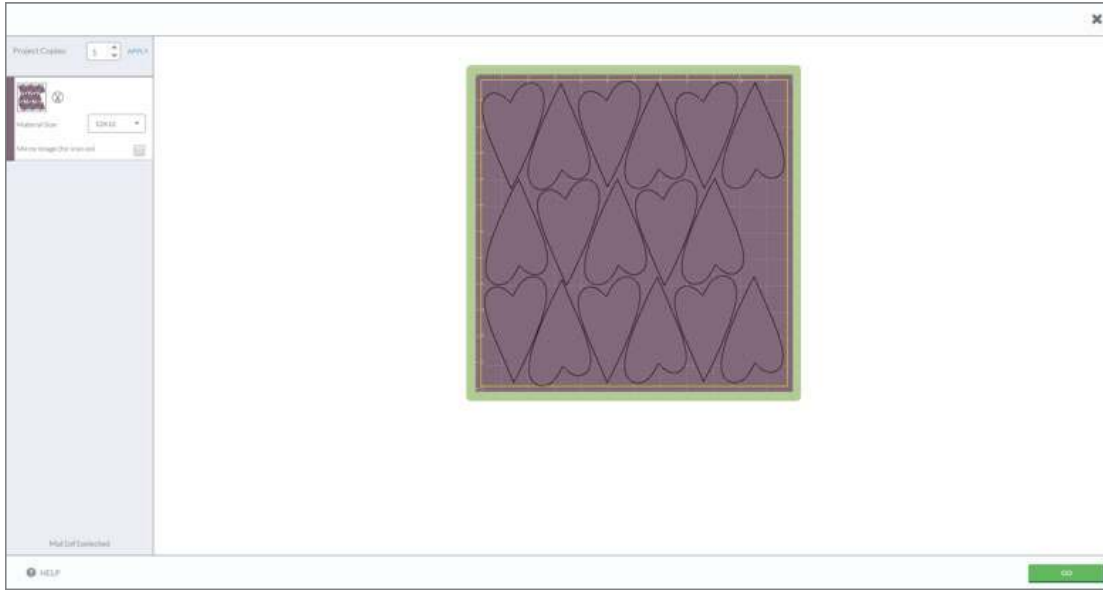
Tip: If items are not attached, Cricut Design Space will cut in paper saver mode, meaning it will automatically place objects on the cutting mat as close together as possible to conserve material.

Using multiple materials on a mat

Sometimes when you are creating a project it can seem tedious to use several mats to cut your project. This can be remedied by placing smaller pieces of material on the mat where the cuts will take place.

Step 1: Select "Set Canvas" from the design screen to view available project canvas types.
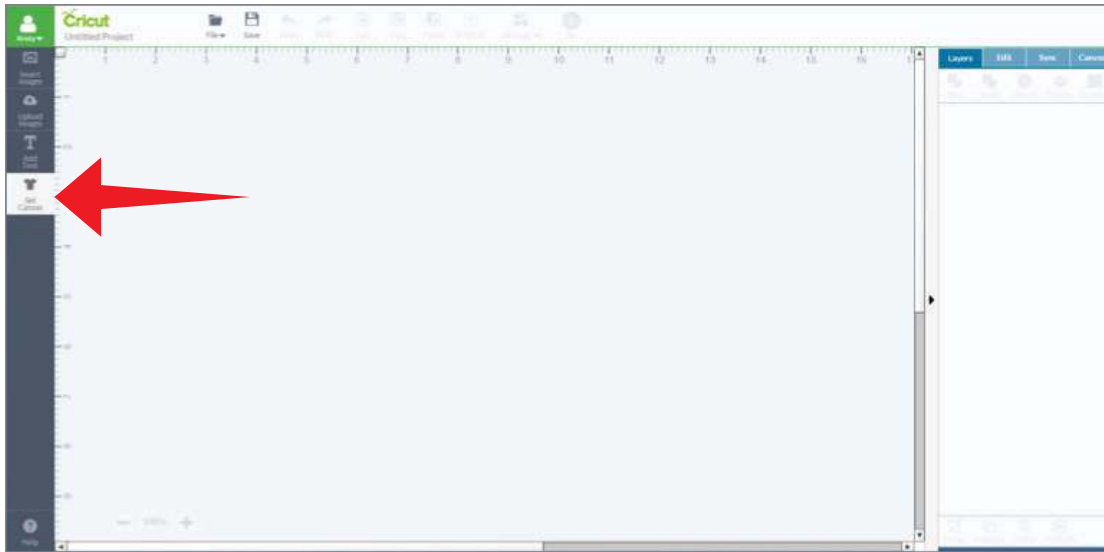
Step 2: Click on "Basic Canvas."
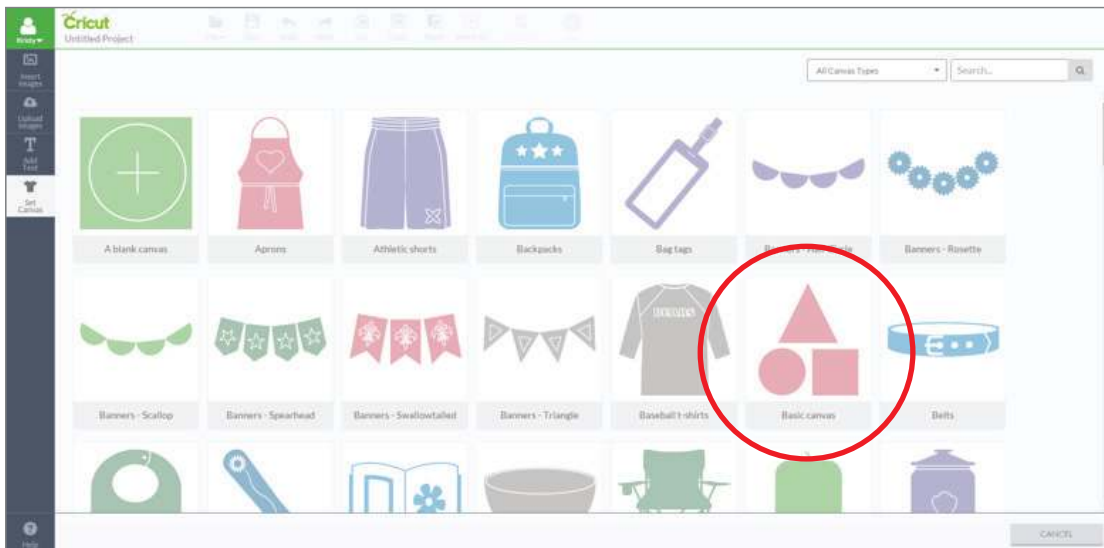
Using multiple materials on a mat

Step 3: You will be taken back to the design screen and the project canvas will be visible in the background. The canvas represents your mat but will not cut. Using the canvas panel, resize the canvas to the maximum size that can be cut on the mat.

Tip: *For a 12" x 12" mat, the maximum cut size is 11.5" x 11.5". For a 12" x 24" mat, the maximum cut size is 11.5" x 23.5".*

Step 4: Click the Grid On/Off button to activate the design screen grid.
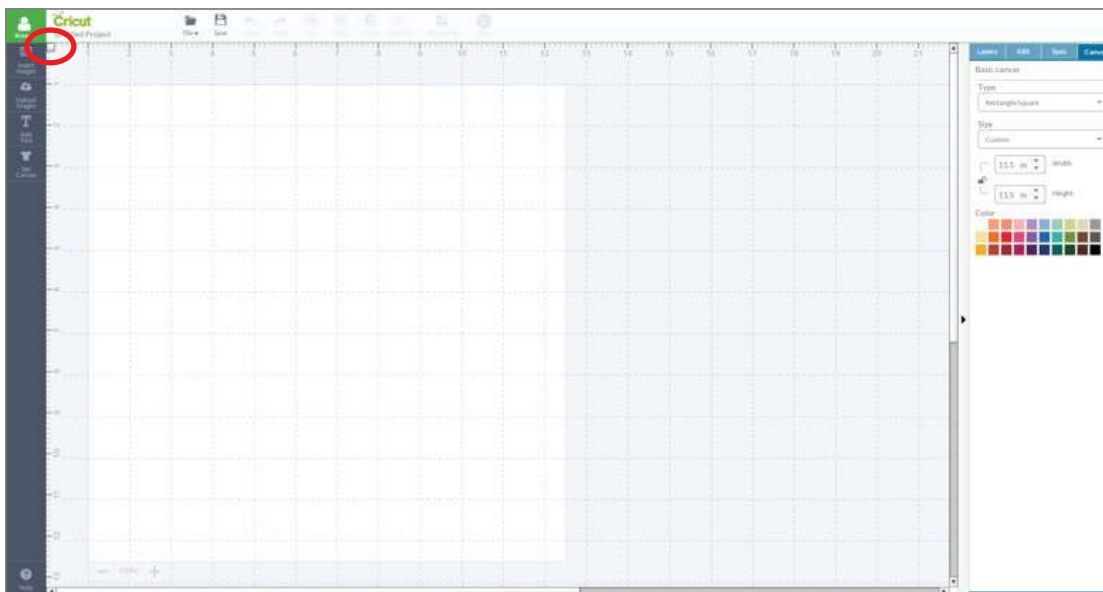
Using multiple materials on a mat

Step 5: Insert a multi-layer image to your design screen. Resize as desired.
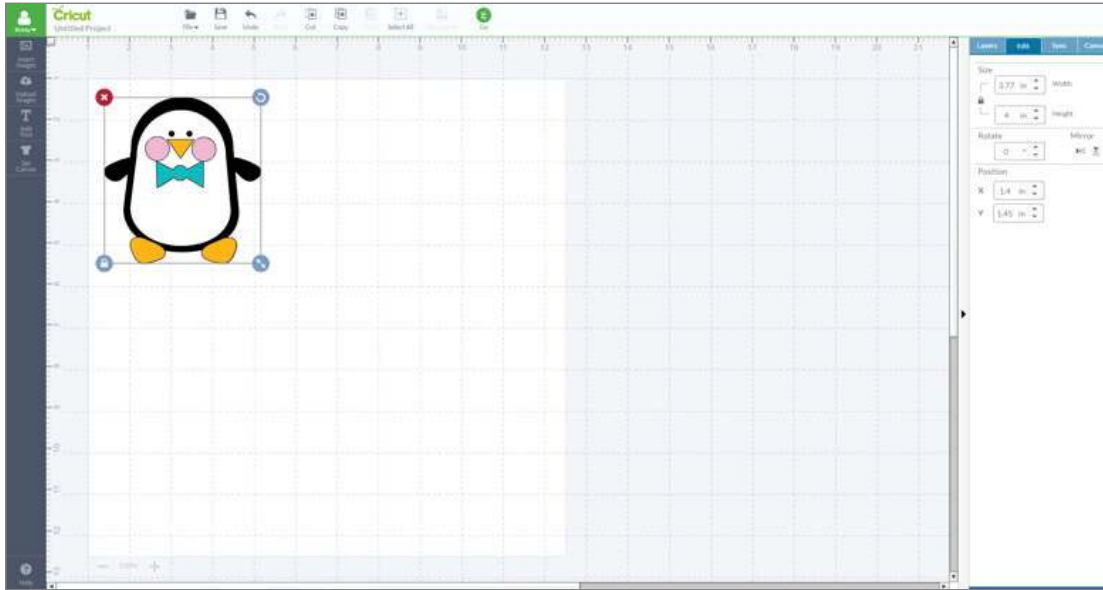
Step 6: Select the image and click "Ungroup" to separate the layers. You will know the image is ungrouped when the different layers are separated on the Layers panel.
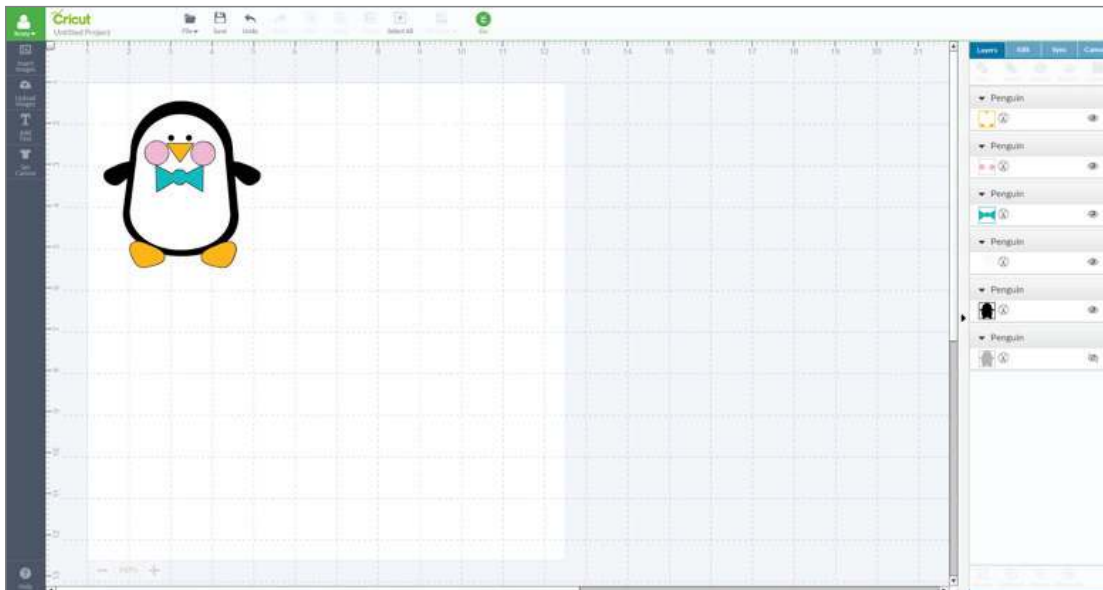
Using multiple materials on a mat

Step 7: Move the various layers to different sections of the project canvas. Pieces that should be cut from the same material should be positioned in the same section.
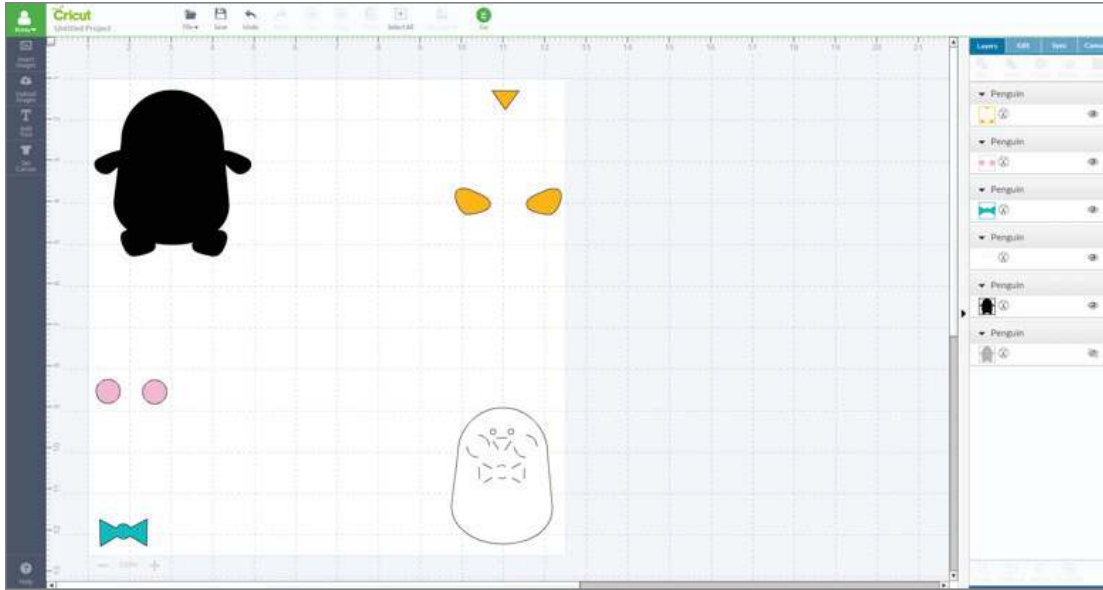
Tip: Arranging the different layers in the four corners of the project canvas makes material placement easier.

Step 8: Click "Select All" to select all the different layers.
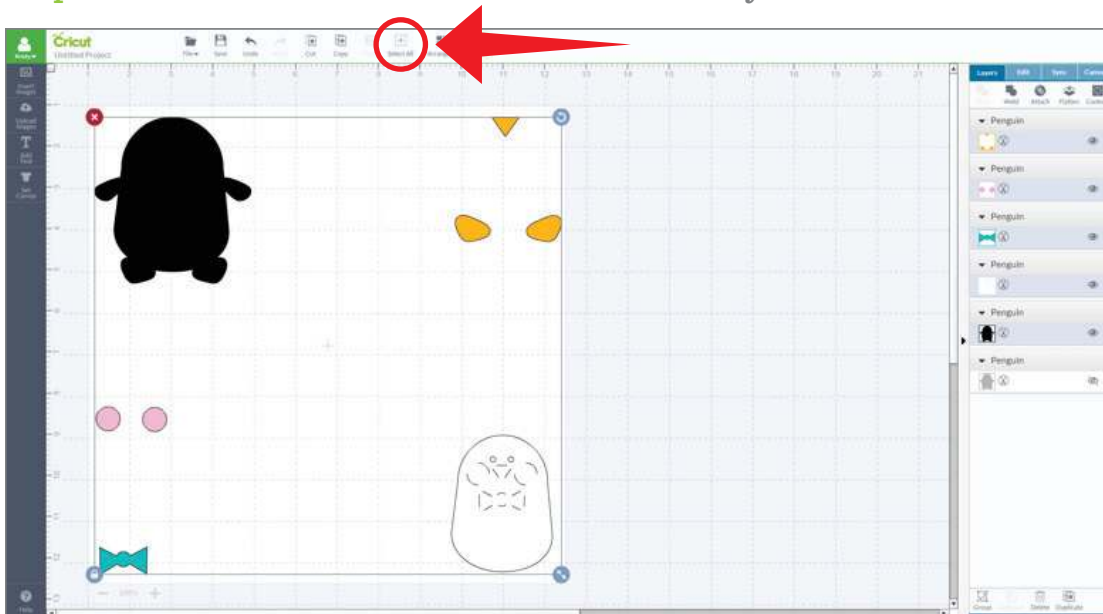
Using multiple materials on a mat

Step 9: Click "Attach" in the Layers panel to hold the position on the canvas. This turns all images the same color so they will cut on the same mat. This will also place images on the mat as shown on the design screen.

Tip: Place materials on the cutting mat, using the colors of the images and the grid on the design screen as a guide.
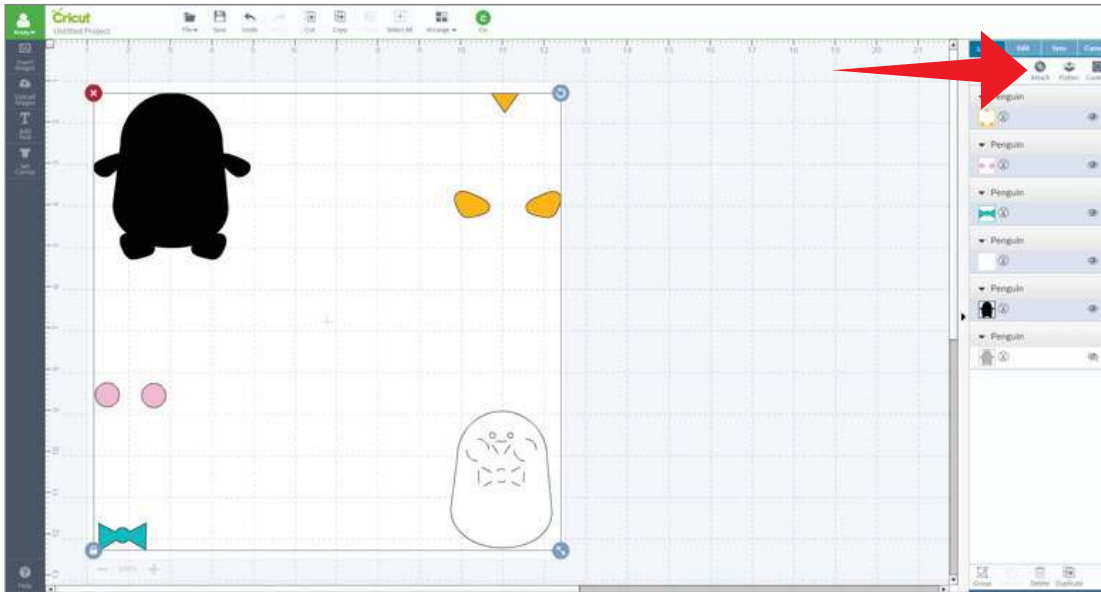

Step 10: When you are ready to begin the cutting process, click "Go."
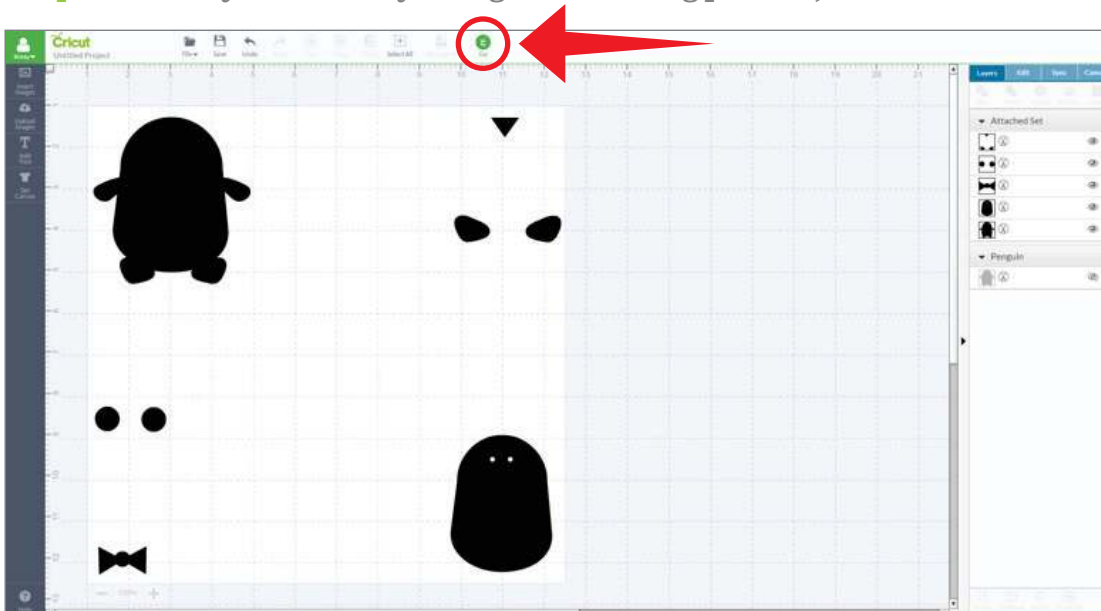
Tip: Even though the color of the layers appears to be the same on the canvas, the layers will be the color of the materials you place your mat.

Using multiple materials on a mat

Step 11: The images appear on the Mat preview screen exactly as you have arranged them on the design screen. Click "Go" and then follow the onscreen prompts to cut your project.
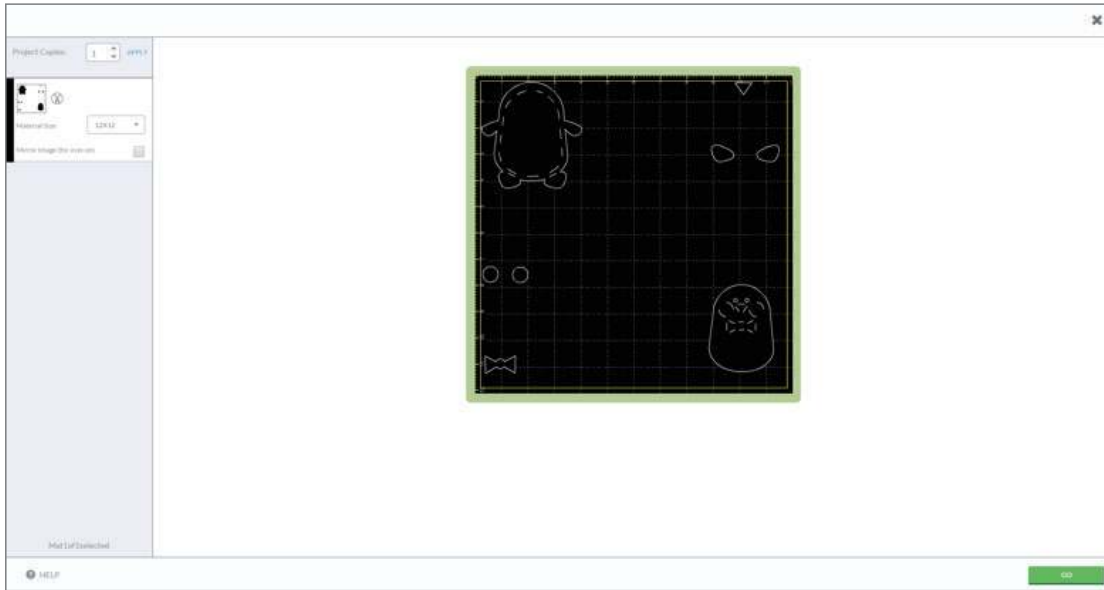
Slicing images

The Slice tool splits two overlapping images or text into different parts. Slice creates a new cut path from two images, resulting in two or more completely new shapes. Each of the new shapes will show up in the Layers panel as an individual layer.

You can use the Slice tool to cut out a shape from another shape, cut overlapping shapes from one another or to cut text from a shape.

When using Slice with images, you can only work with two layers at one time. If you are using a multi-layered image, you can either hide or ungroup the other layers to activate the Slice tool. When the Slice function is performed with hidden layers, all hidden layers are removed from the design screen and the Layers panel. If you would like to use the image layers with your project, ungroup when using the Slice tool.

Text works a little differently with the Slice tool. If text is multi-layered and one layer is hidden, you can use the Slice tool. However, if you ungroup text, it becomes an image and will no longer work with the Slice tool unless the text is ungrouped to individual letters.

**Step 1:** Arrange the images so that they are overlapping.
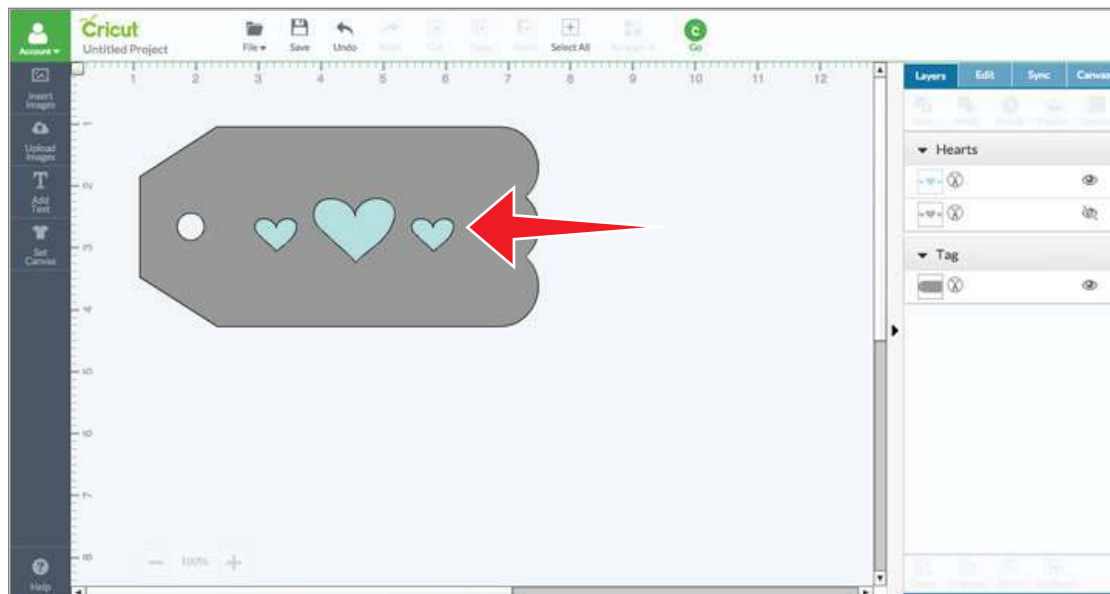
Changing the color of cut layers

Step 2: Select both images by holding the Control key for PC or Command key for mac on your keyboard while clicking on each layer.

A bounding box appears around both images, and the individual layers are highlighted in gray on the Layers panel. Once two layers are selected, the Slice icon becomes active.
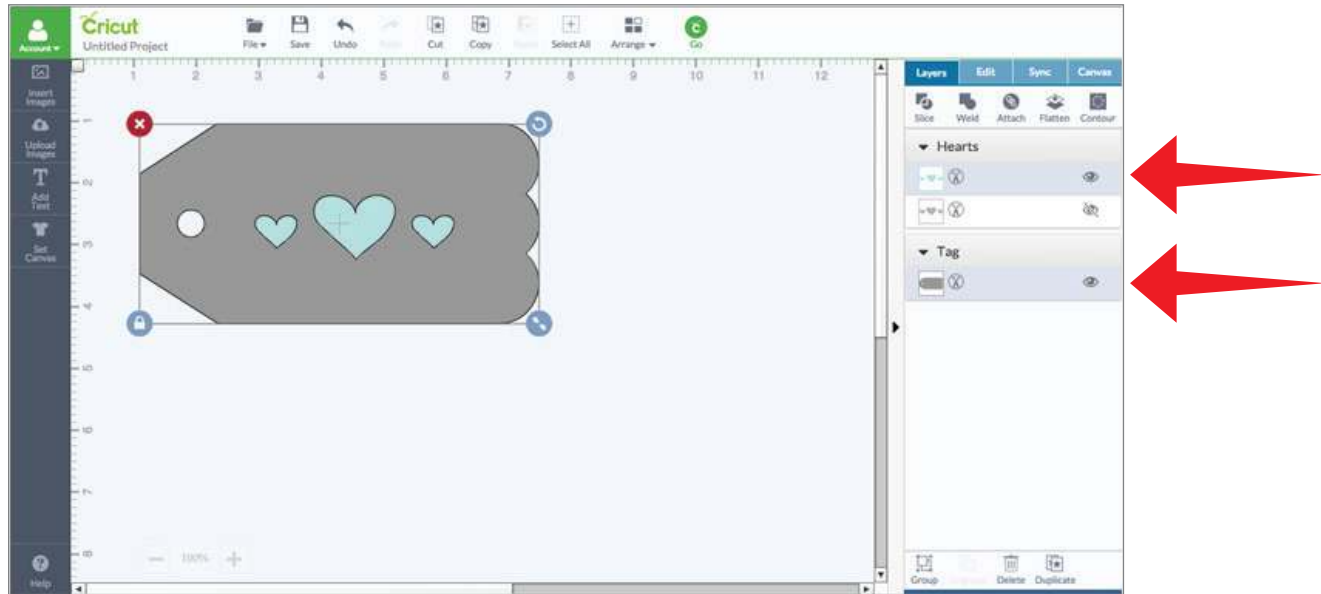

Step 3: Click "Slice" at the top of the Layers Panel. The top layer takes on the color of the bottom layer. The new images are reflected in the Layers panel as sliced images. Any hidden layers are removed from the Layers panel.
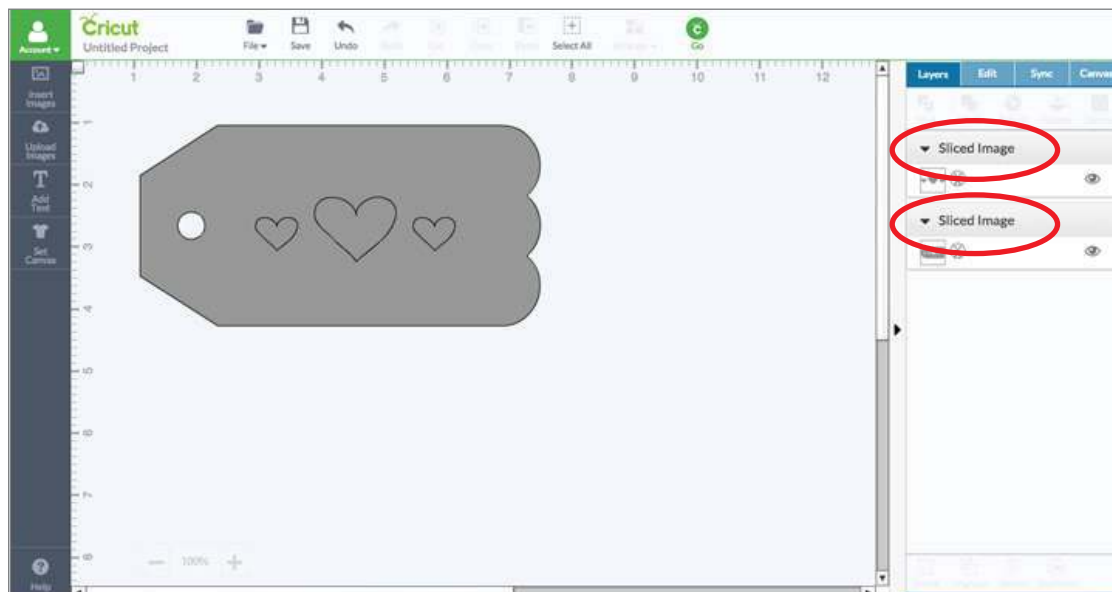
Changing the color of cut layers

Tip: When images partially overlap, you will end up with more than two new shapes. The exact number of shapes will depend on the number of overlaps between the two selected images.

Step 4: Separate the layers to review your new shapes. Edit or delete the images individually.
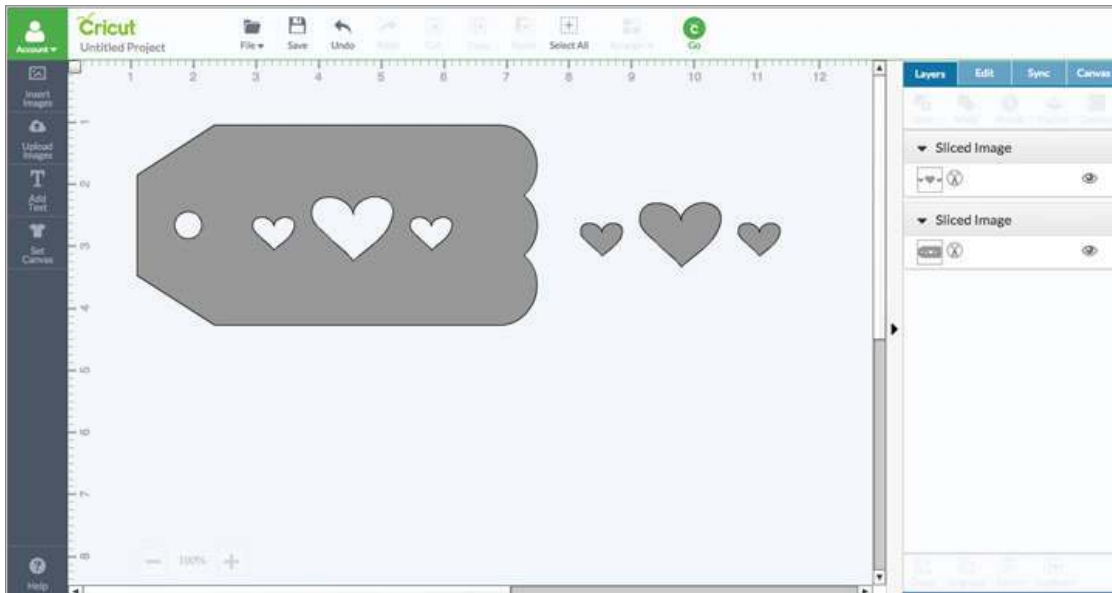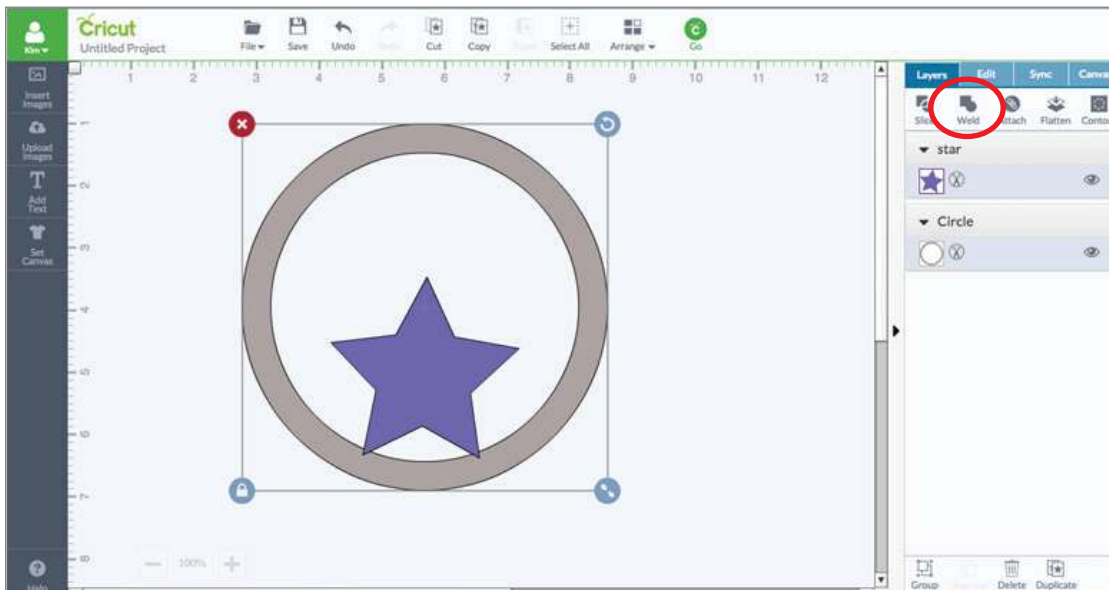
Welding Images

The Weld tool joins multiple shapes to create a single customized image, removing any overlapping cut lines. This can be a great way to simplify a design or combine shapes to create new designs.

Step 1: Move the images you would like to weld so that they overlap.
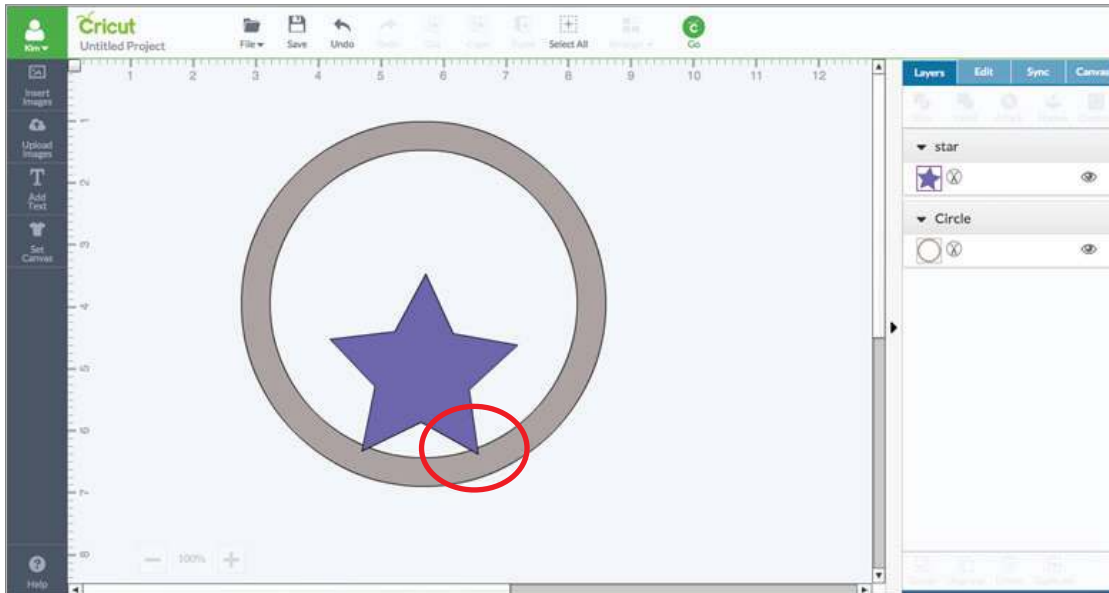
Tip: If you are working with multi-layered images, you may want to ungroup the layers to arrange them separately before welding.

Step 2 Select all images that will be welded together. Once two or more layers are selected, the Weld tool will become active.

Welding Images

Step 3: Click "Weld" at the top of the Layers panel
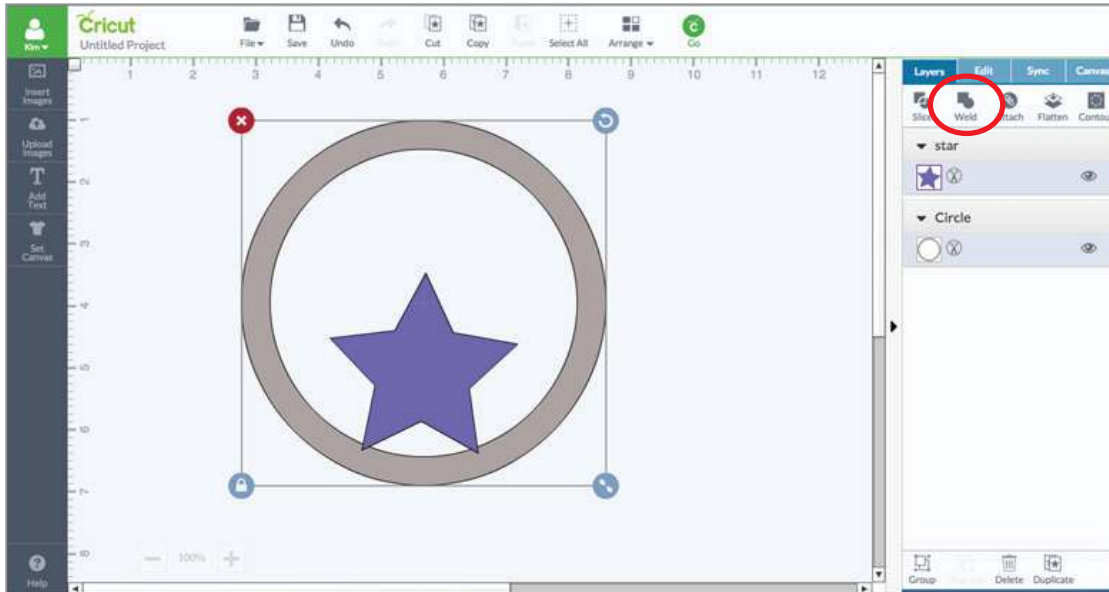
The images are now merged together. Wherever cut paths have intersected, only the exterior cut path remains. The welded image can now be edited in the same way as any other single layer image.
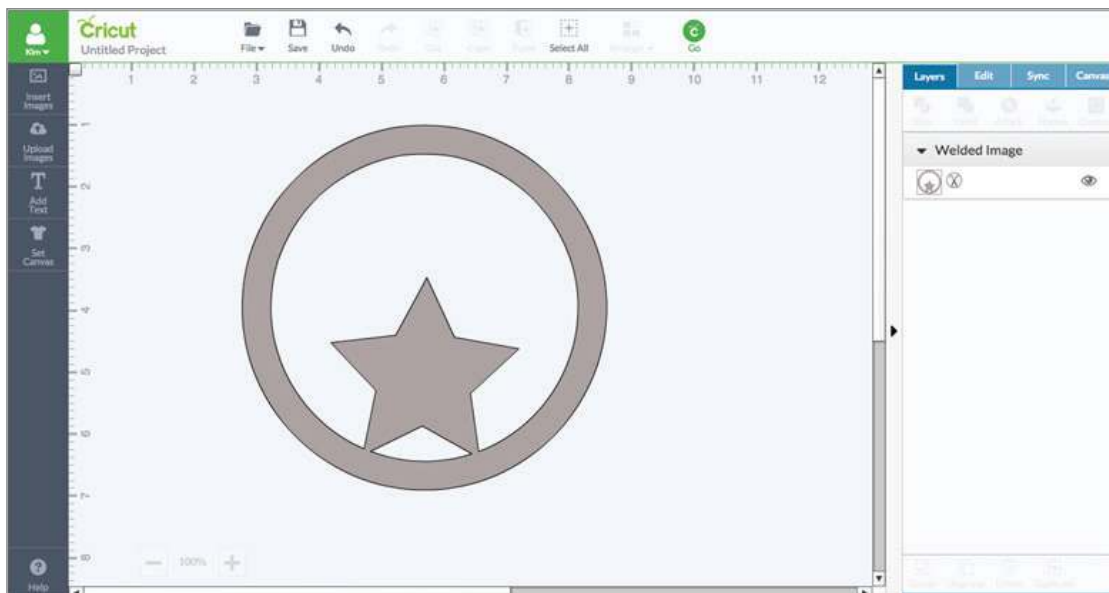
Welding Images

You will know that your images are welded when they change to the same color and the new image is labeled "Welded Image" in the Layers panel.
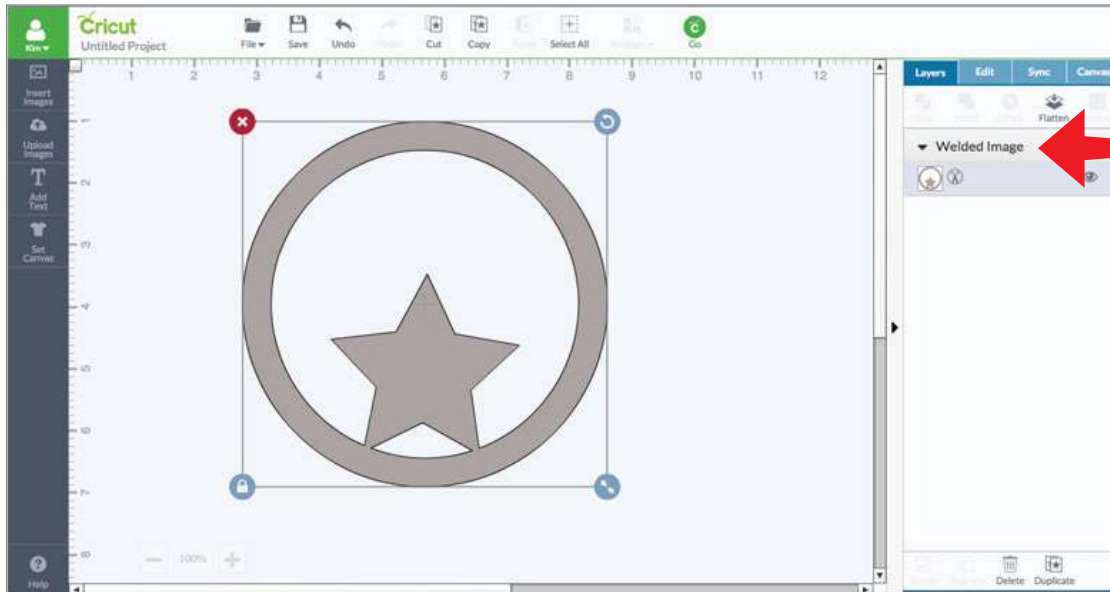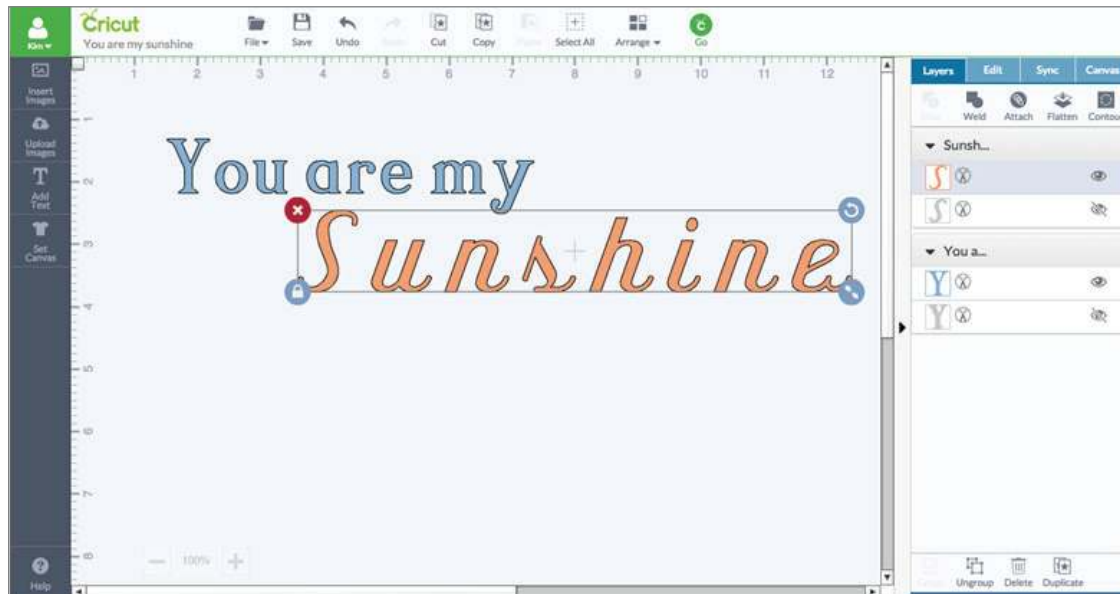
Welding Text

The Weld tool joins multiple shapes to create a single customized image, removing any overlapping cut lines. This can be a great way to connect the letters of a word for easy assembly.

There are two ways to weld text together to create a single word.
1. Decreasing letter spacing to cause letters to overlap
2. Moving individual letters to overlap

Option 1: Decrease letter spacing to weld text

Step 1 Add your text to the design screen and select the text layer(s) so that the bounding box appears.

Welding Text

**Step 2** Click on the Edit tab to view the Edit panel.

Step 3 Use the Letter Spacing tool to decrease the space between letters. Enter a specific number in the Letter Spacing field or click the down arrow to decrease spacing by 1pt increments. Continue to decrease the spacing until the letters are overlapping.
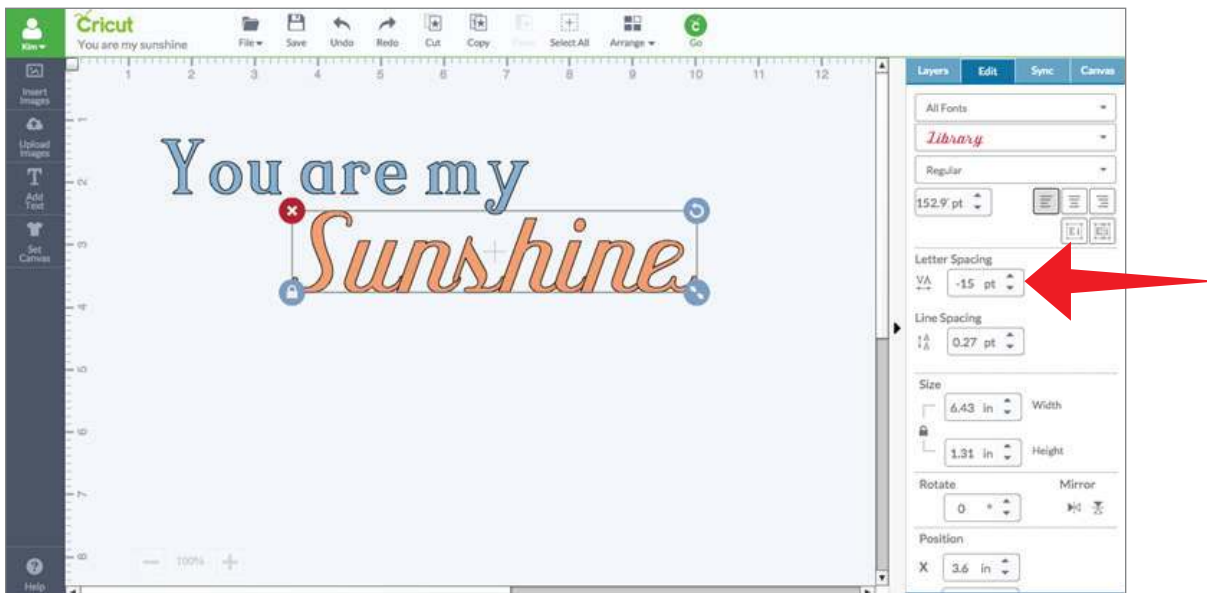
Tip: If you are working with multi-layered images, hide any layers you don't want included in the final welded image. The hidden layers will disappear once the text is welded together.

Welding Text

Step 4 Click the Layers tab to view the Layers panel.
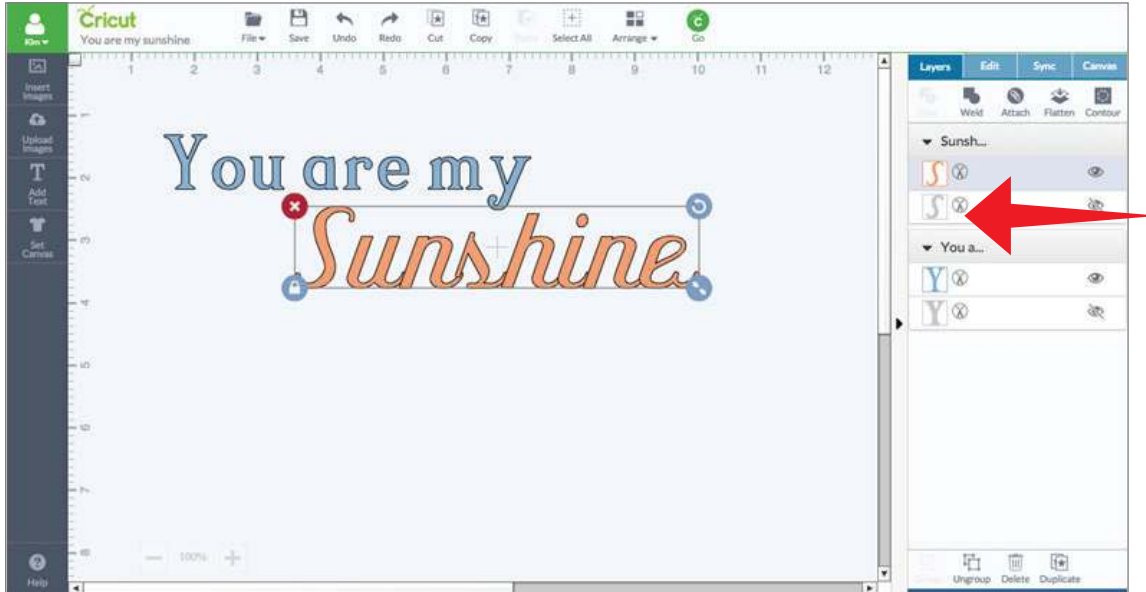
**Step 5** Click "Weld" in the Layers panel to merge the images.

Welding Text

You will know that your text is welded when it converts to a single-layer image and the new image is labeled "Welded Image" in the Layers panel. Wherever cut paths have intersected, only the exterior cut path remains.
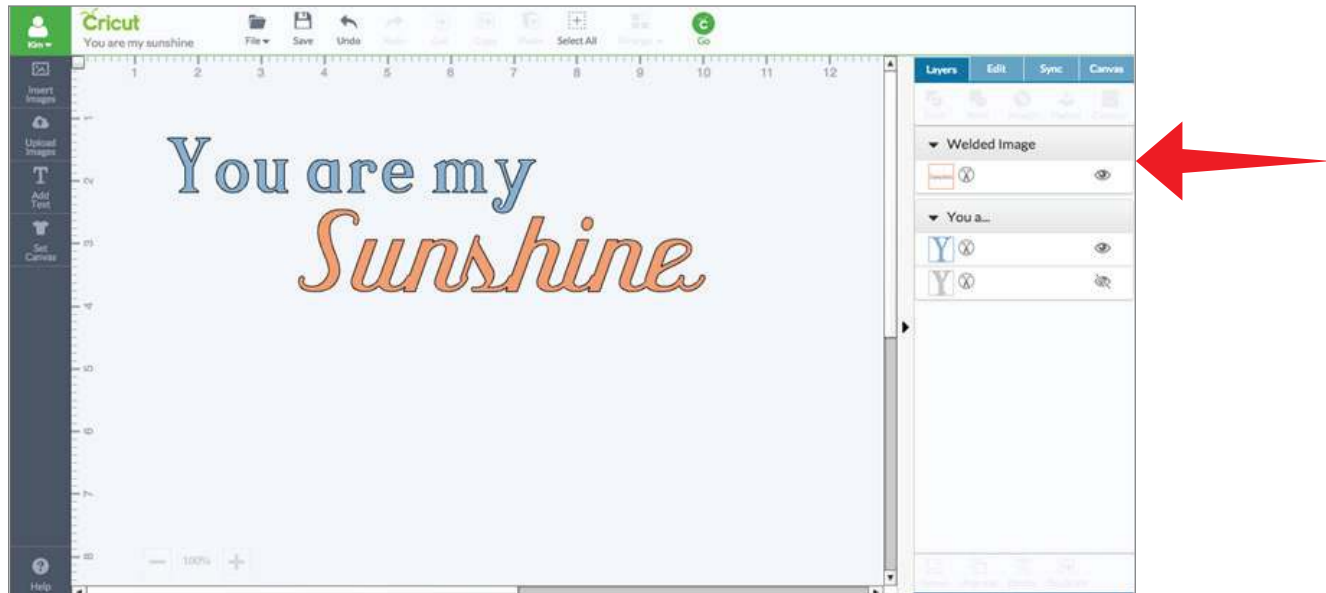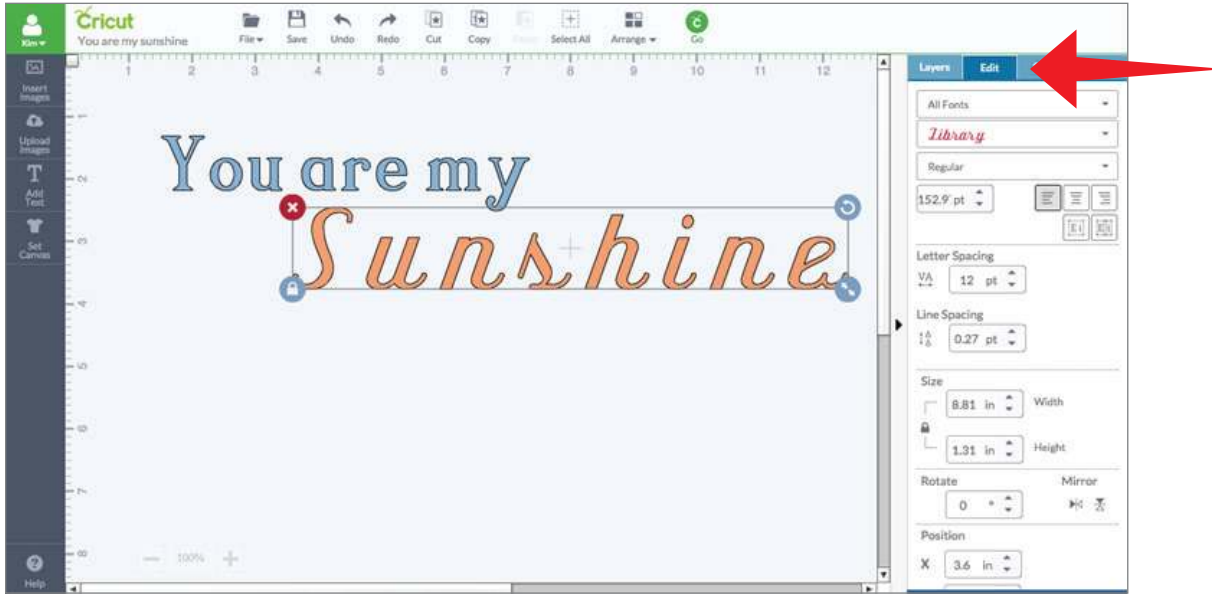

Option 2: Move individual letters to weld text

Step 1 Add your text to the design screen, and the select the text box so that the bounding box appears.
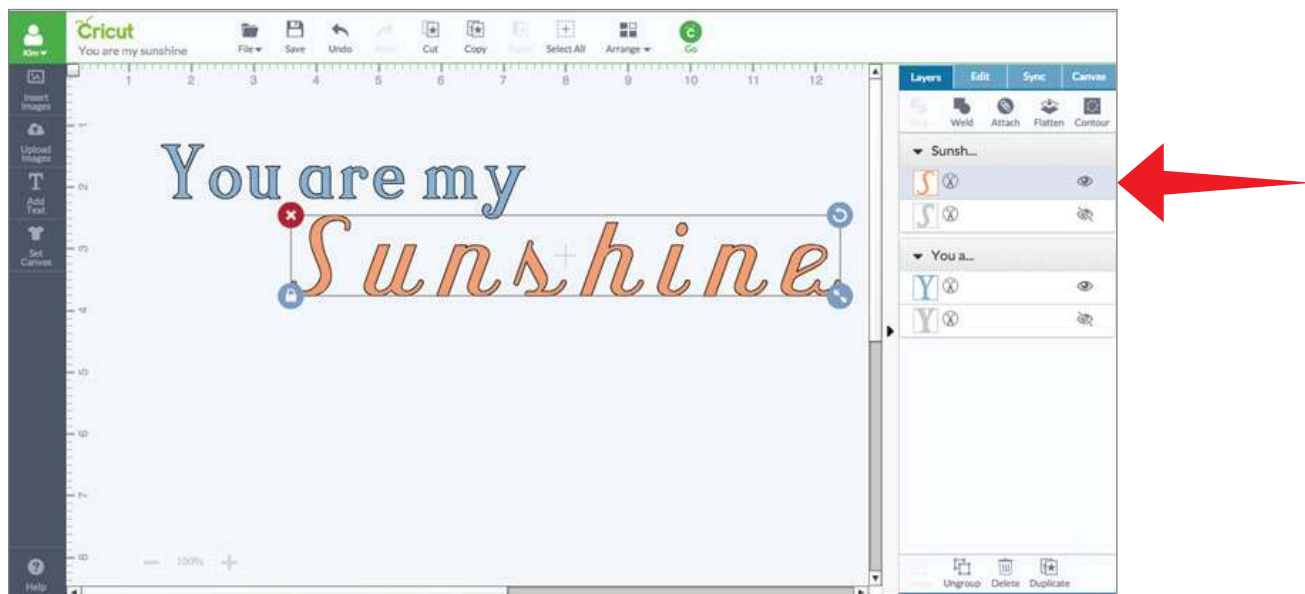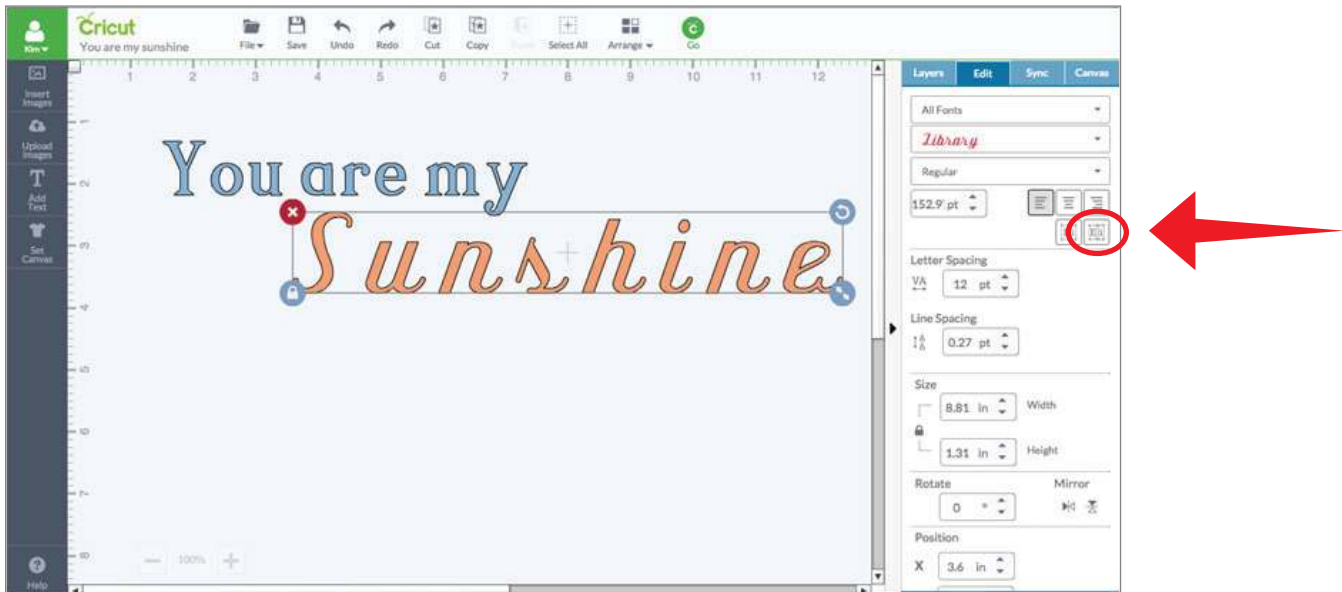
Welding Text

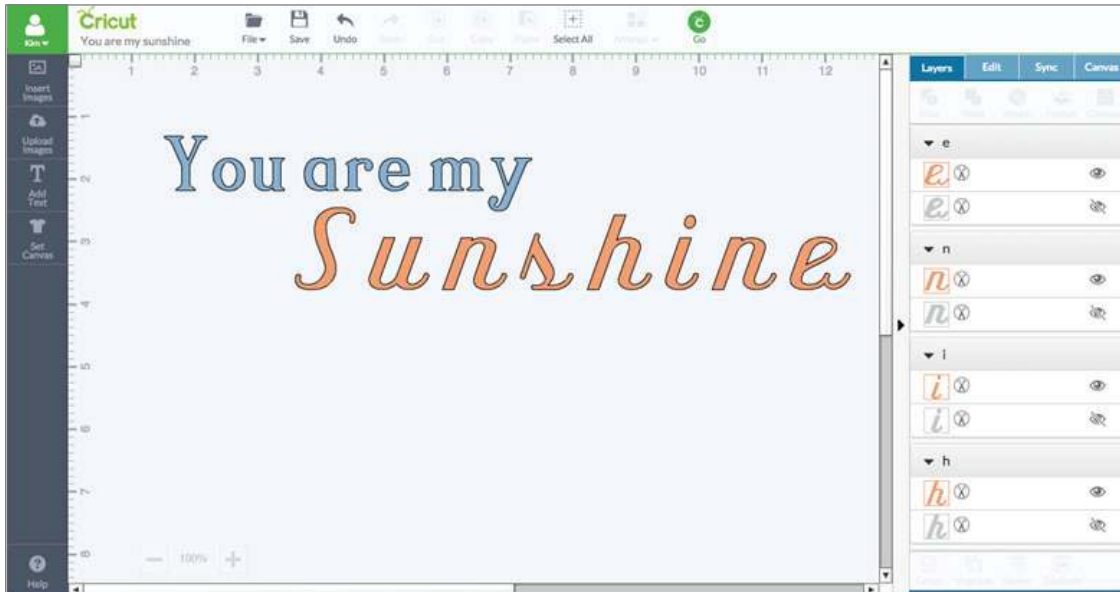**Step 2** Click on Edit tab to view the Edit panel.

Step 3 Click the Isolate Letters button in the Edit panel to separate the text into individual letters.
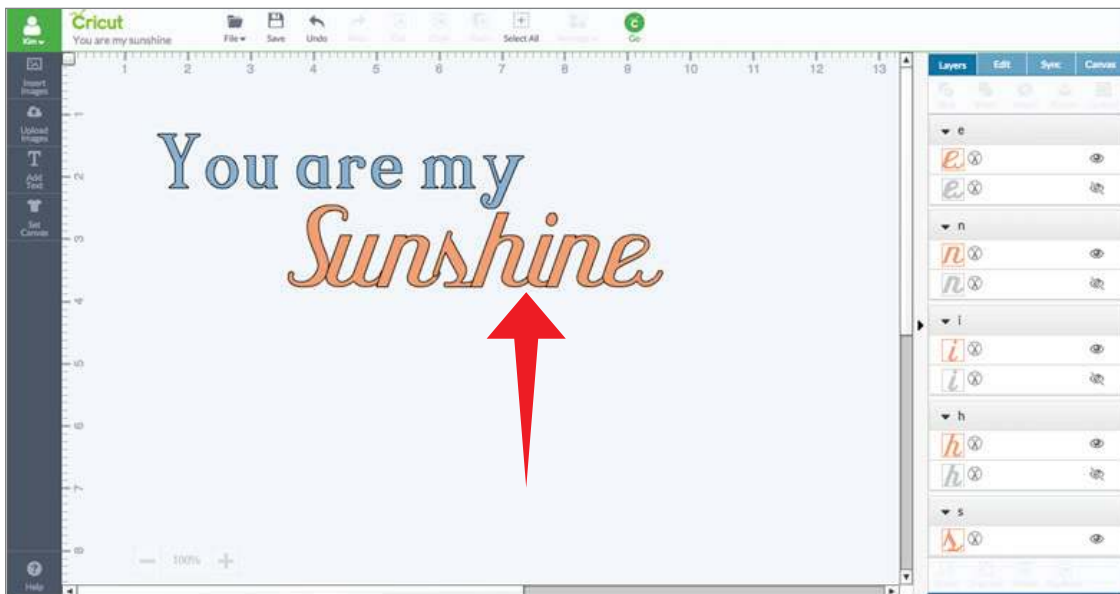
Welding Text

The letters are converted into images and can be moved individually. The conversion from a text box to individual images will be reflected in the Layers panel.
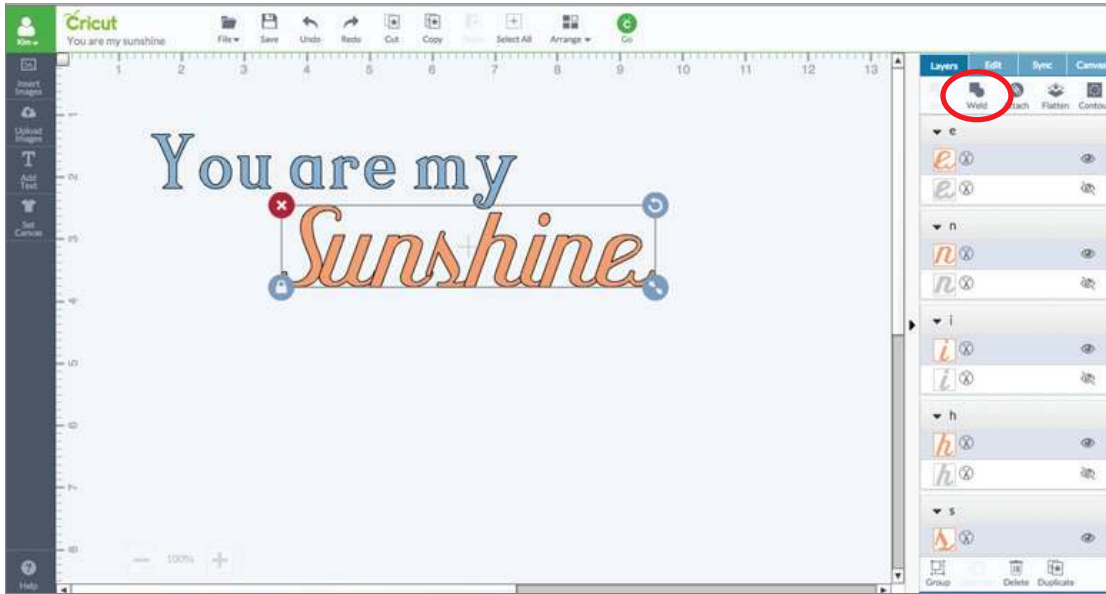

Tip: If you are working with multi-layered images, hide any layers you don't want included in the final welded image. The hidden layers will disappear once the text is welded together.
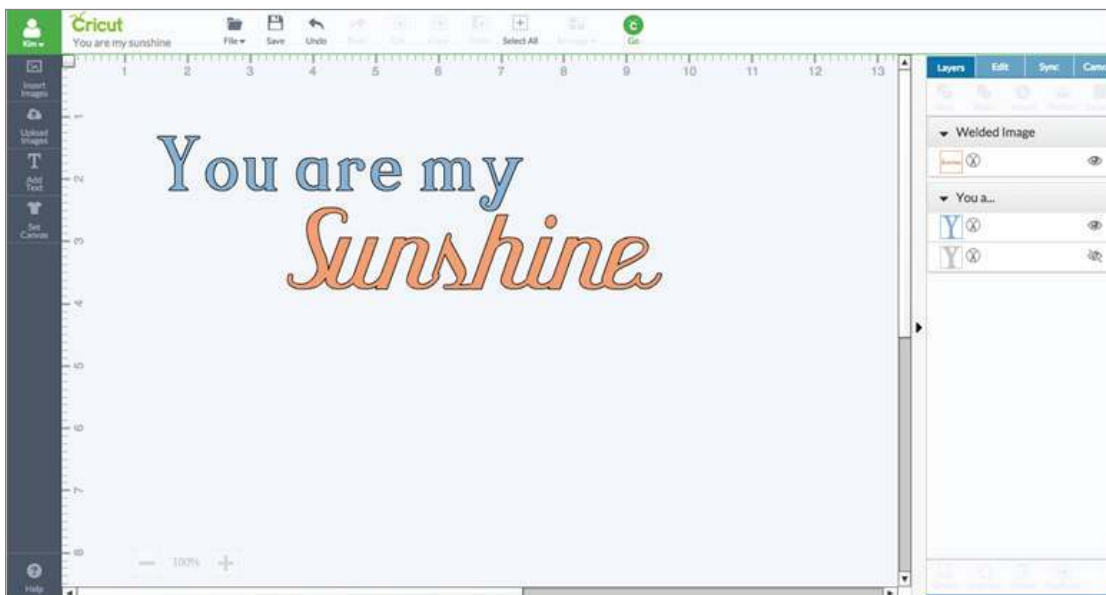
Step 4 Arrange the letters so they overlap.

Welding Text

Step 5 Click "Weld" in the Layers panel to merge the images.

You will know that your text is welded when it converts to a single-layer image and the new image is labeled "Welded Image" in the Layers panel. Wherever cut paths have intersected, only the exterior cut path remains.
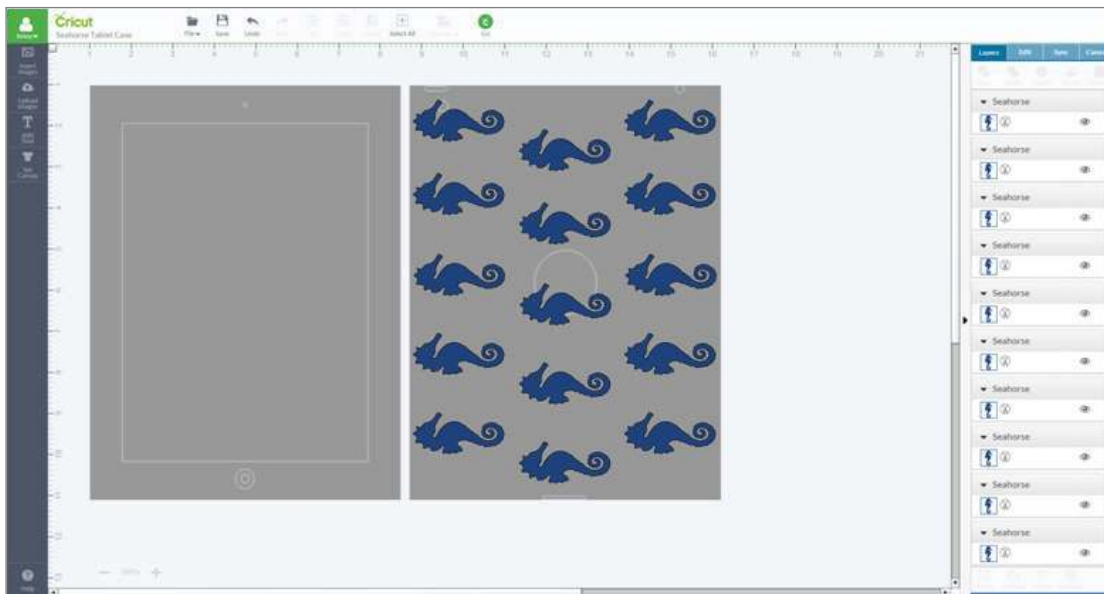
Attaching to hold cut placement

The Attach tool has two functions. Attaching holds your cuts in the same position on the cutting mat as in design screen. Attaching also fastens a write or score line to a cut layer. Follow these steps to use the Attach tool to hold your images in position.

Tip: In general, projects are cut in paper saver mode, so images are automatically placed on the cutting mat as close together as possible to conserve material. Attaching holds your cuts in position so that images on the cutting mat are positioned exactly as they show up on the design screen.

**Step 1.** Add images and text to the canvas and arrange as desired.

Tip: Click the Grid On/Off button to activate the design screen grid for aid in positioning.

Attaching to hold cut placement

Step 2. Select the images you would like to cut in a specific position. You will want to attach by layer or color.

Tip: You may wish to attach images with more than one color. To work with the images you will need to ungroup prior to attaching. The Attach tool will convert all selected layers into a single color that will be cut from the same mat. Once layers have been attached, they can then be grouped with other layers without affecting the way the project cuts on the mat.
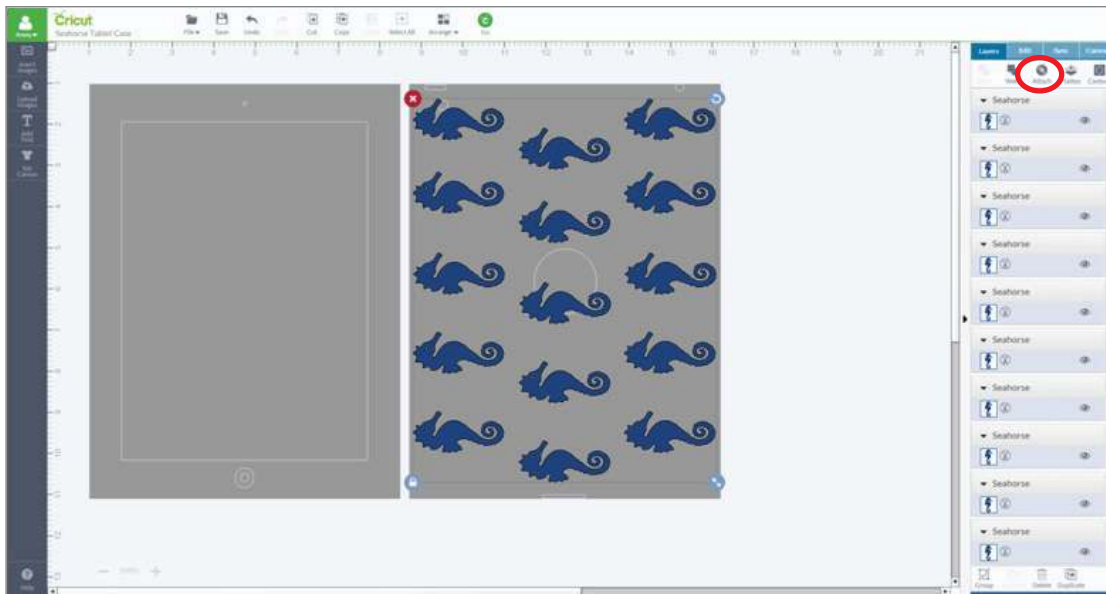
Tip: In order to attach, you must select at least two layers to attach together. The exception is single-layer text, which can be attached without another layer selected. Note that attaching converts text into an image, so you will not be able to edit the text once it is attached.
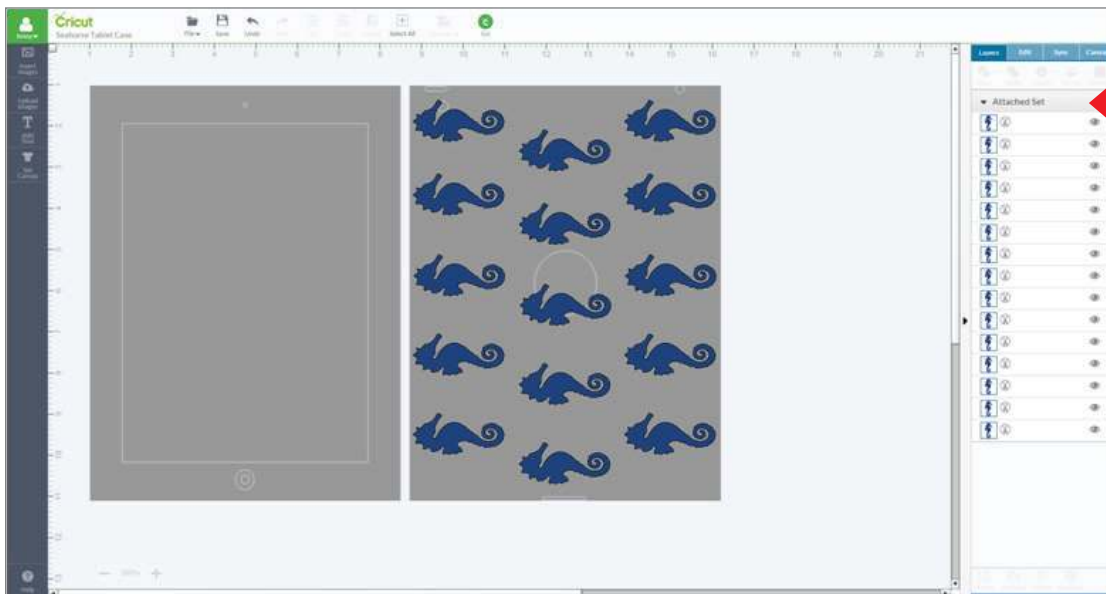
Attaching to hold cut placement

**Step 3.** Click the Attach button in the Layers panel.
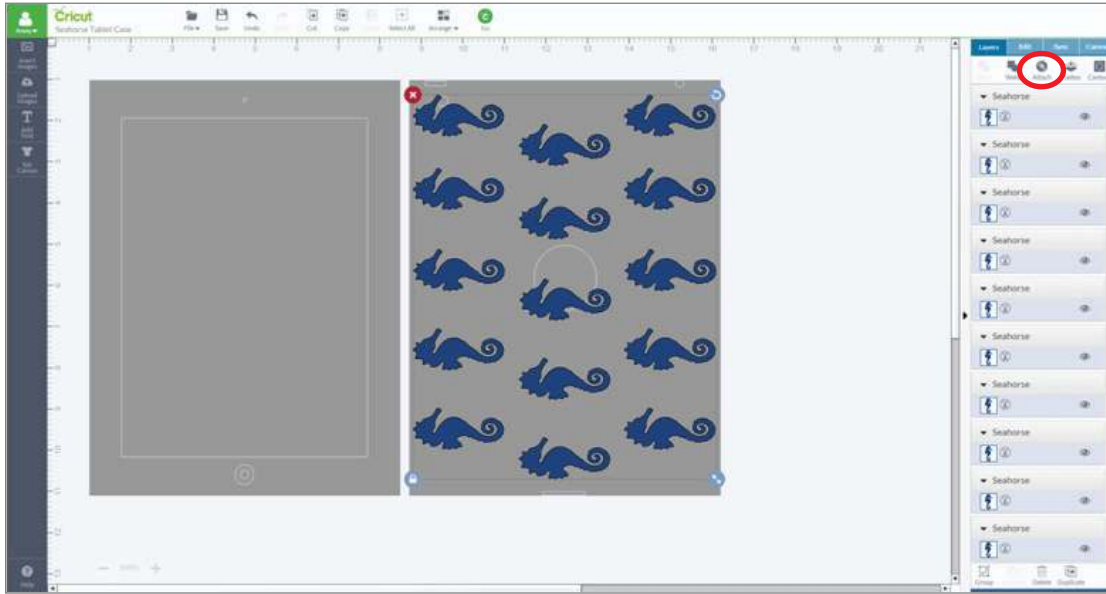
Tip: Once images are attached, if you would like to edit placement, images can be detached by clicking "Detach" in the Layers panel.

Step 4. You will know that your images are attached because are labeled "Attached Set" in the Layers panel. When you are ready to begin the cutting process, click "Go."

Attaching to hold cut placement

Step 5. The images are shown on the mat preview exactly as you have them arranged on your project. Click "Go" and follow the on screen prompts to cut your project.
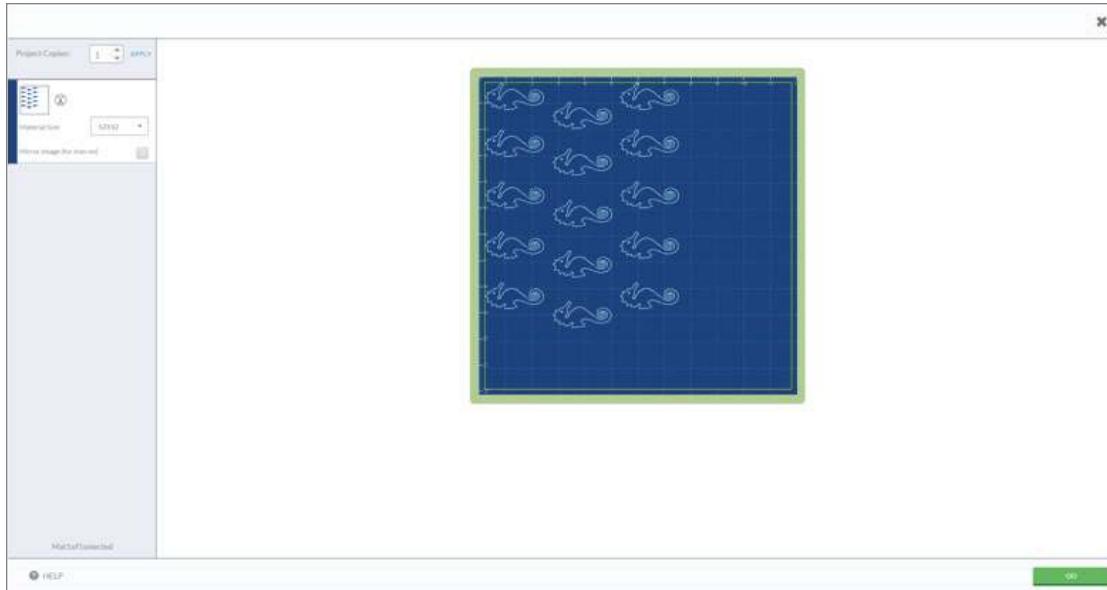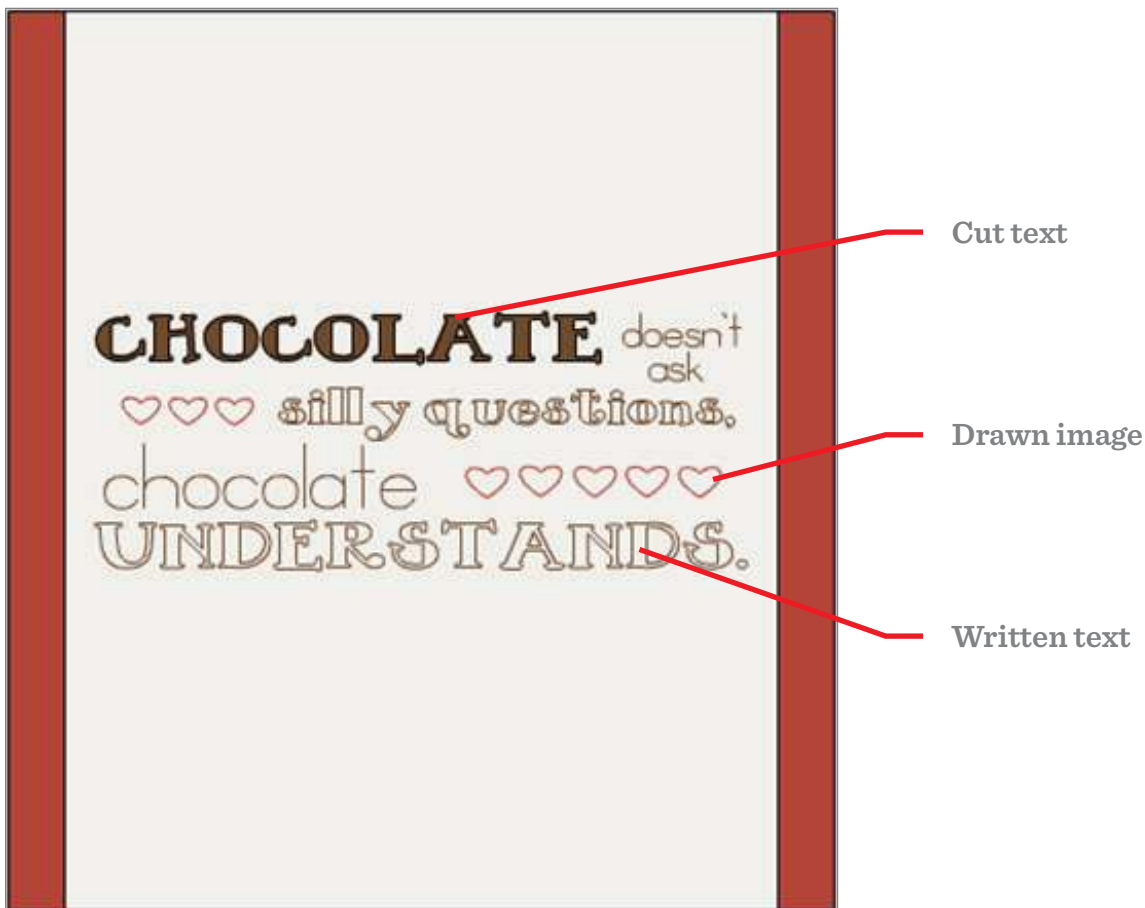
Attaching to hold write or score placement

The Attach feature can be used to fasten a write or score line to a cut layer. If there is more than one layer in a project, any write or score lines must be attached to another layer so that they will be written or scored on the correct mat.

Cricut® machines can write or draw on different materials. The candy wrapper in example 1 has text that is cut out, images that are drawn, and text that is written. Anything that is drawn or written needs to be attached to another layer.
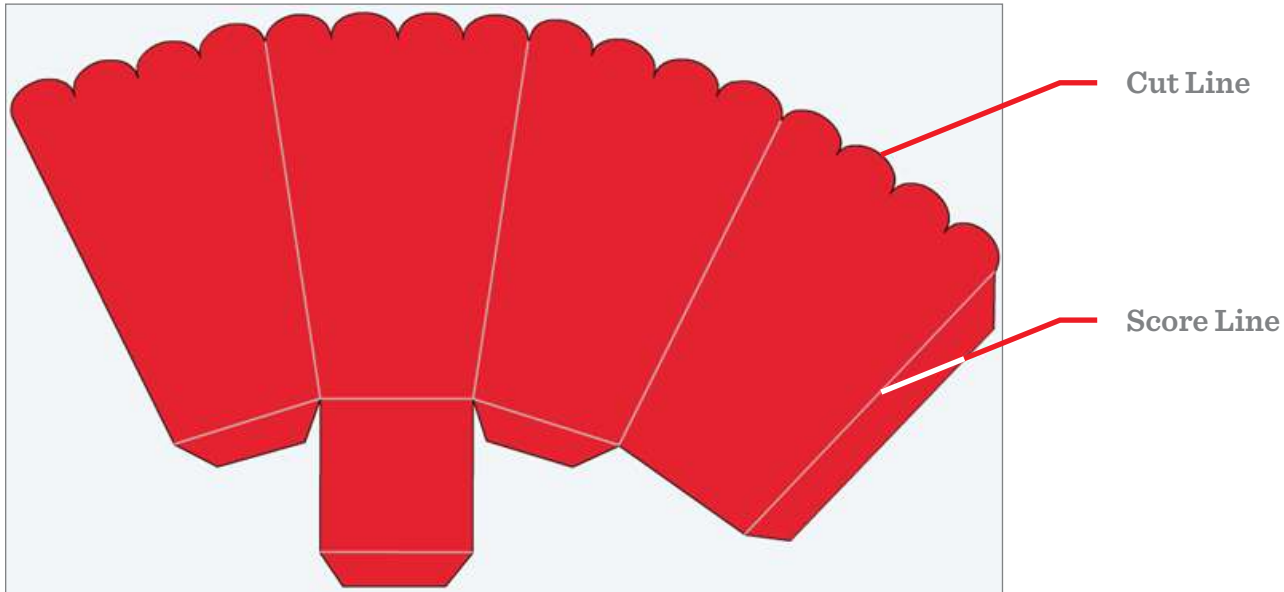
Example 1

Cut text

Drawn image

Written text

Attaching to hold write or score placement

Cricut® machines can also add score lines to projects. The box in example 2 contains score lines. Any project that contains a score line must have the score line attached to another layer.

Example 2

Cut Line

Score Line

If items are not attached, Cricut Design Space will cut in paper saver mode, meaning it will automatically place objects on their own cutting mat as close together as possible to conserve material. In addition to fastening write or score lines to cut layers, attaching also holds your cuts in position so that images on the cutting mat are positioned exactly as they show up on the design screen.

Follow these steps to use the Attach tool to fasten a write or score line to a cut layer.

Attaching to hold write or score placement

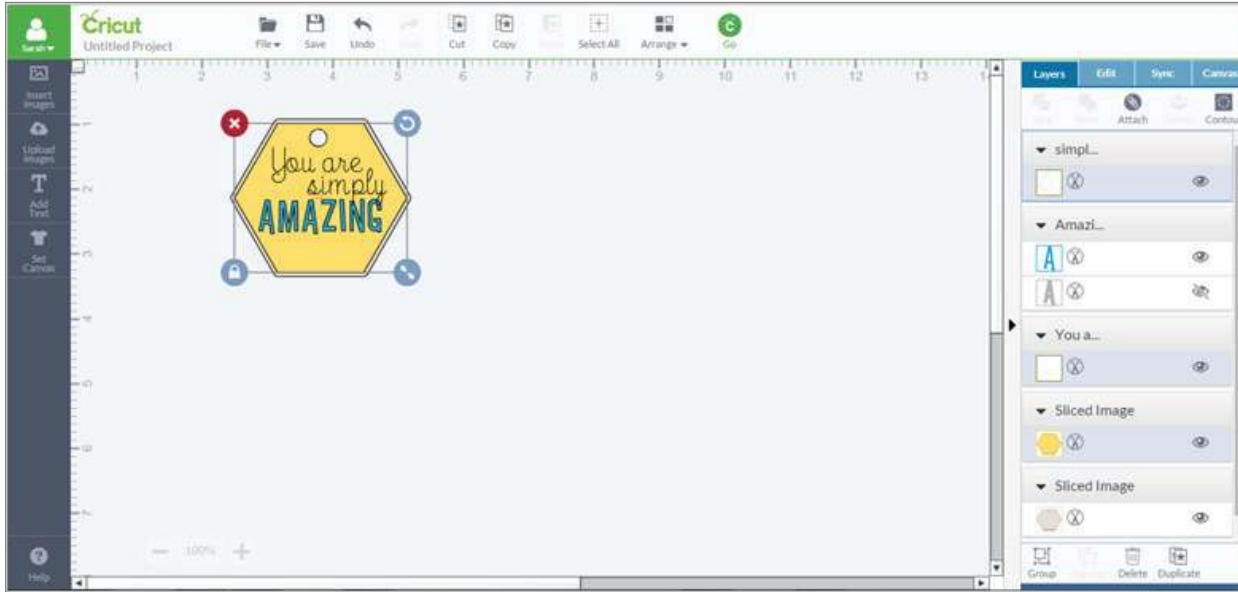## Attaching a write or score line to a cut layer

**Step 1** Design your image as desired.
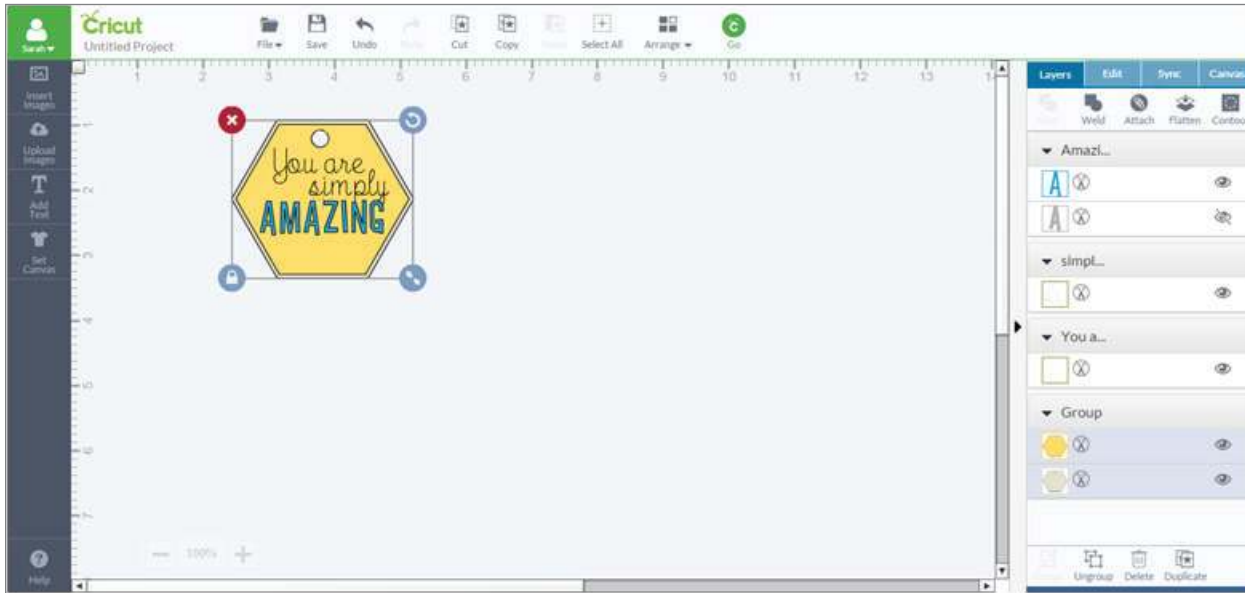
Tip: If you will be attaching a write or score line to a multi-layered image, ungroup the multi-layered image first to avoid attaching all the layers together. Text containing a write layer does not need to be ungrouped before attaching.

Attaching to hold write or score placement

**Step 2** Select the draw, write, or score line and the layer you would like it placed on.

Step 3 Once images have been selected, click "Attach" on the Layers panel. Your text will be converted to an image and the text or your score line will be placed on the layer it has been attached to.
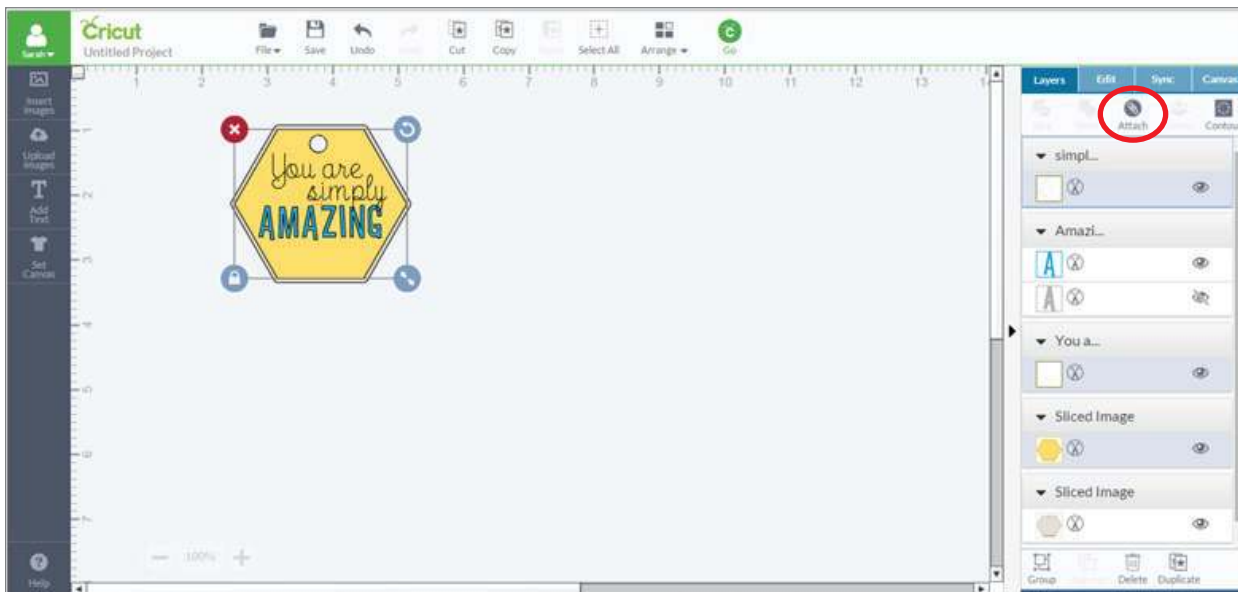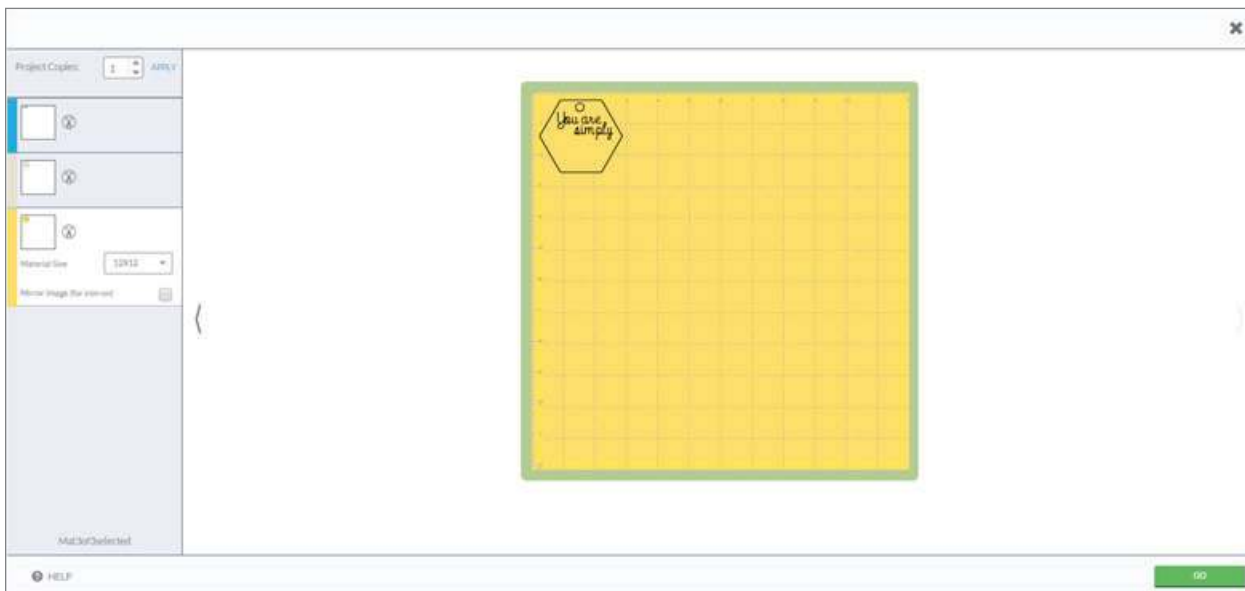
Attaching to hold write or score placement

Step 4 You will know that your images are attached because they will appear as an Attached Set on the layers panel. Click "Go" to begin the cutting process.
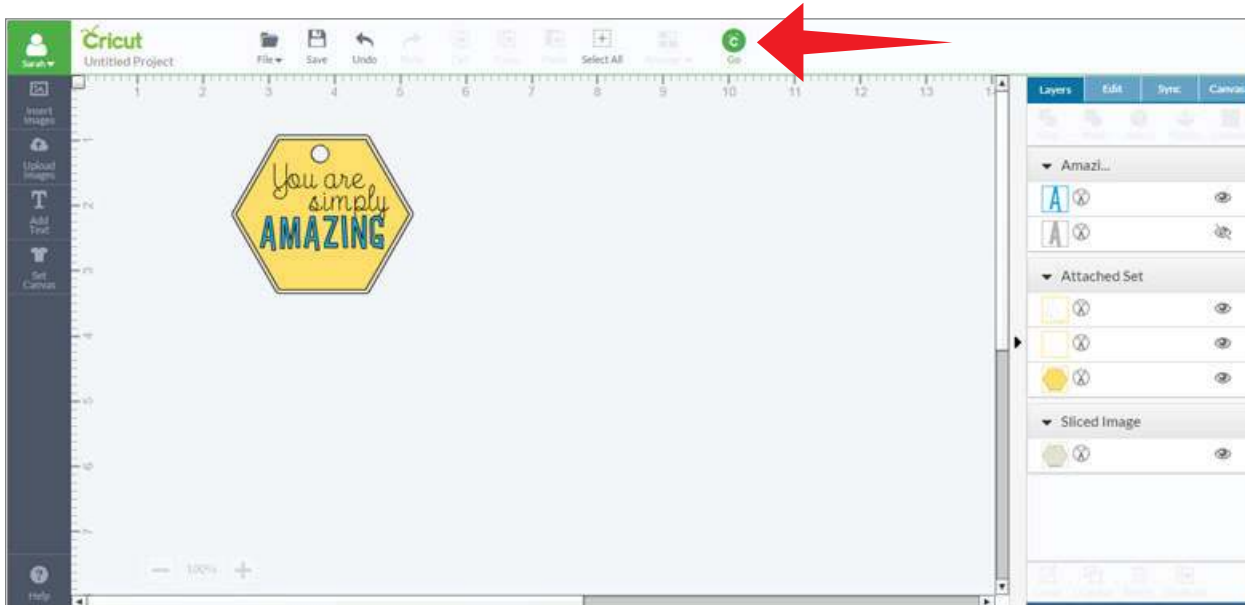
Step 5 The images will appear on the Mat preview screen exactly as you have them arranged on your project.
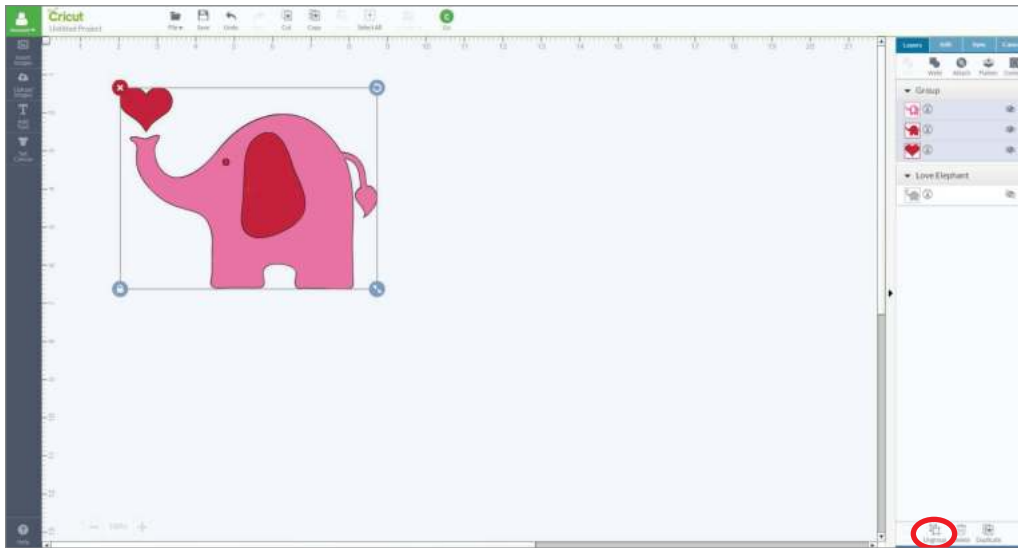

Tip: During the cutting process, you will be prompted to insert your pen or scoring stylus when necessary.
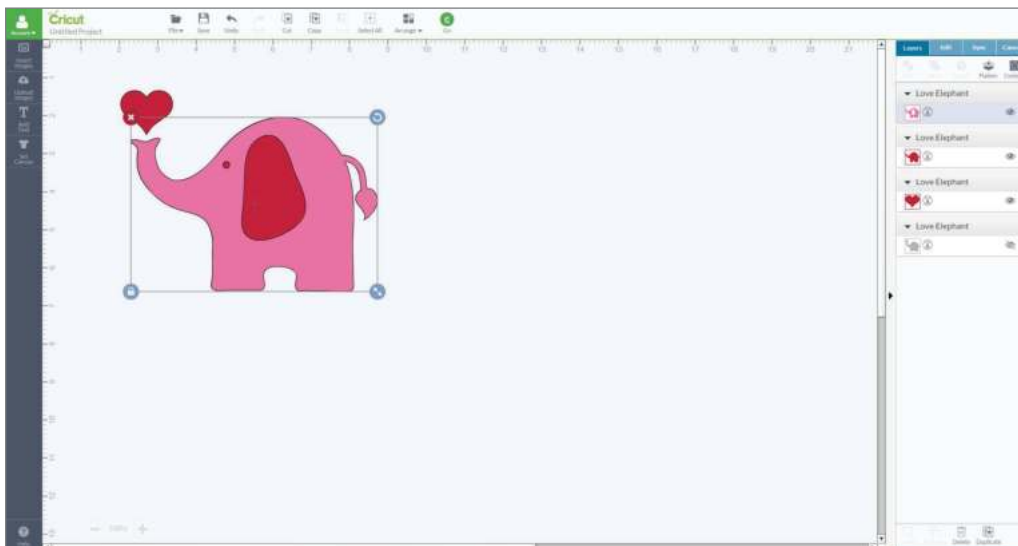
Contour

The Contour tool allows you to hide a portion of an image layer by removing any unwanted cut lines.

Step 1 You will need to ungroup an image first if it has multiple layers. Select the image and then click "Ungroup" at the bottom of the Layers panel.
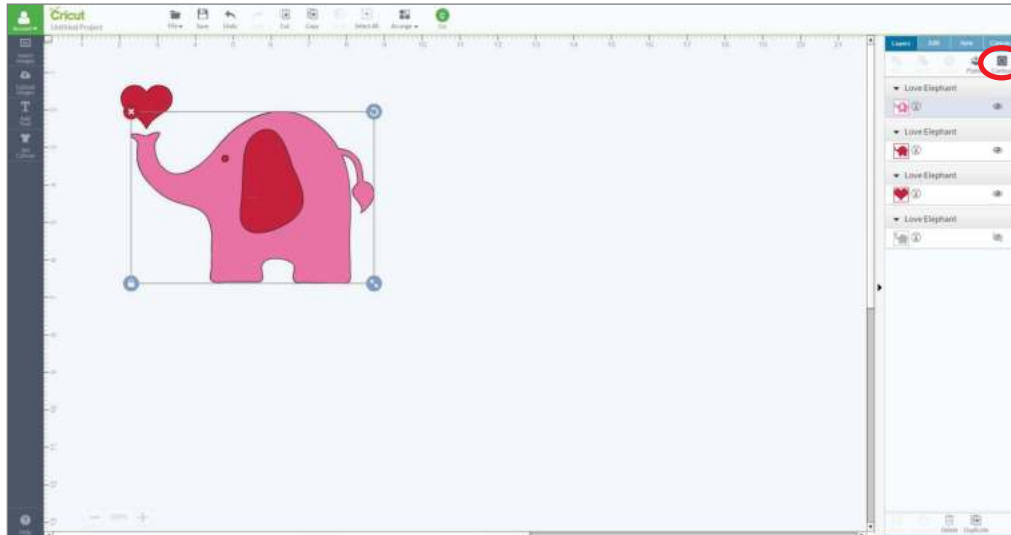

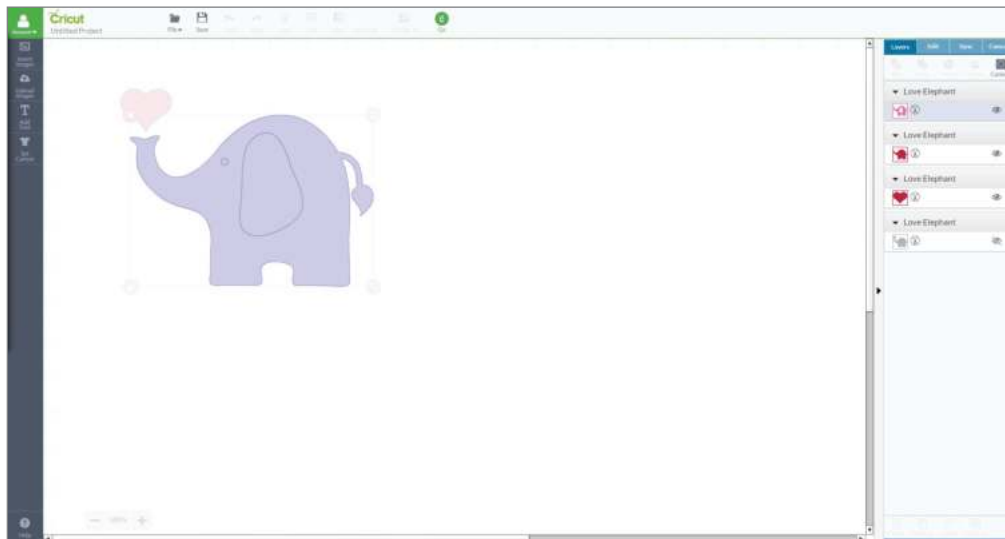**Step 2** Select the image layer you would like to edit.

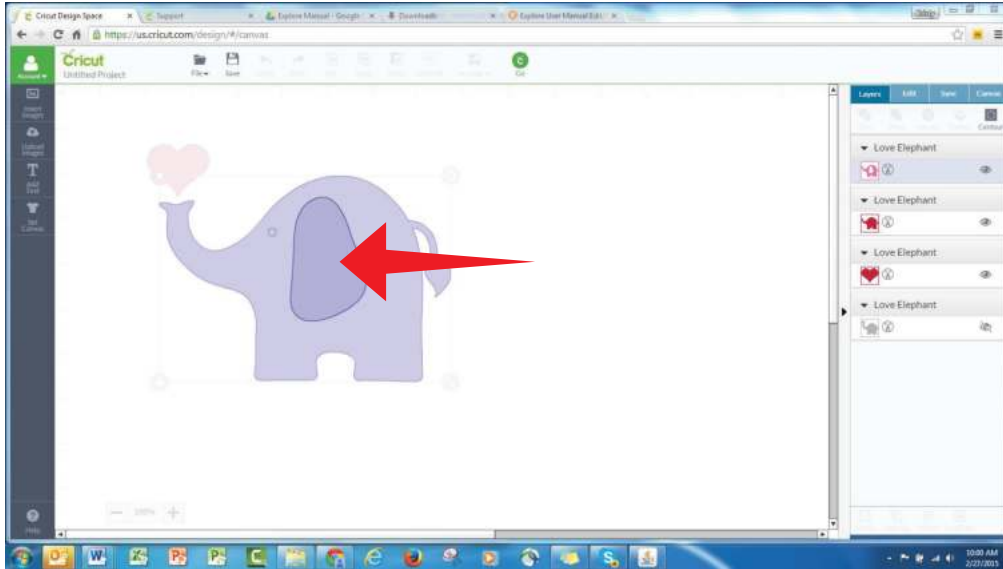# Contour

Step 3 Click "Contour" on the Layers panel.

All images on the design screen will fade, except the one you have selected. The blue lines on the image represent individual cut lines.
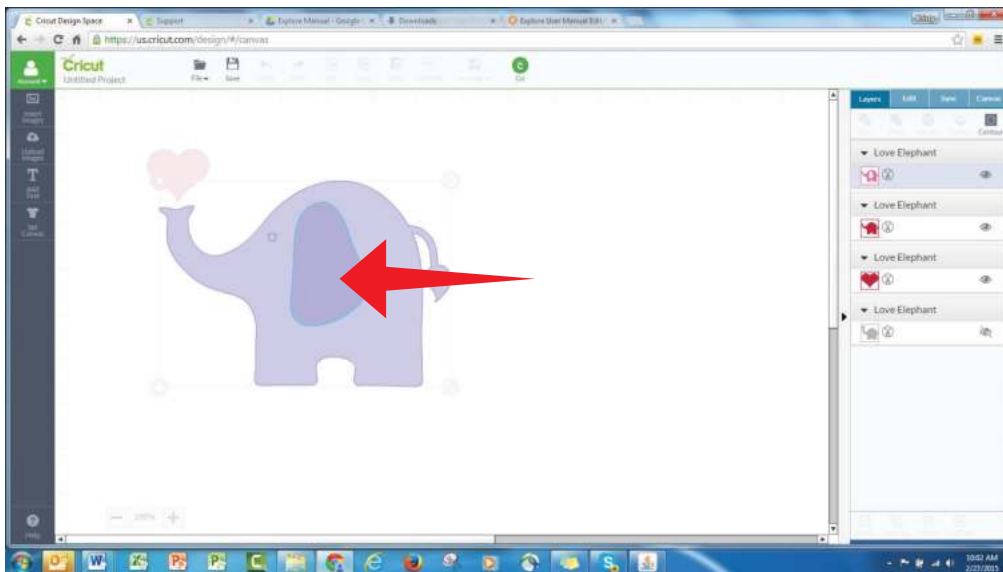
Contour

Step 4 Hover over the area of the cut line you wish to hide. The line will turn to a darker blue.
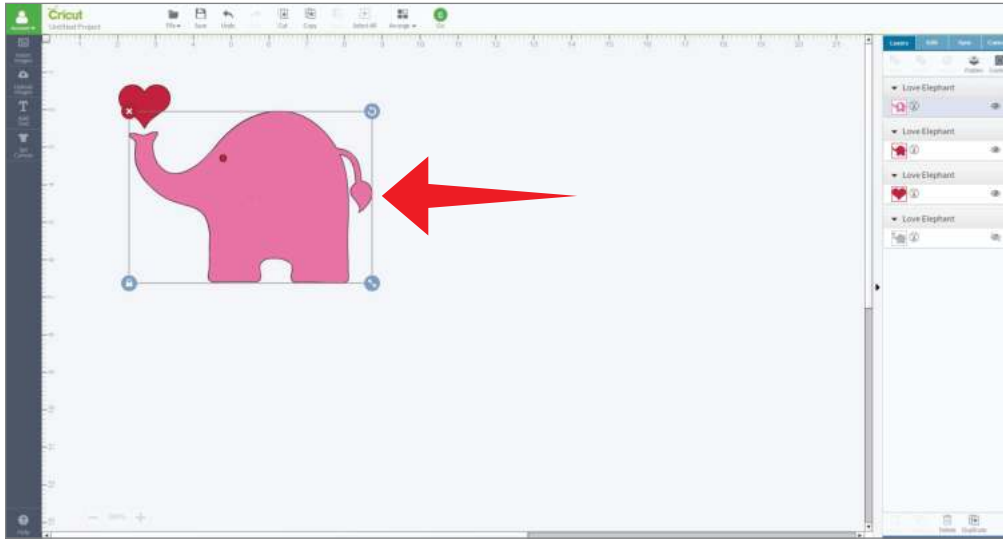

Step 5 Click to hide the cut line. The line will change to a light blue, indicating that it will no longer show as part of the image and will not cut. Repeat with other cut lines, if desired.

Contour

Step 6 When you are finished hiding image cut lines, click on a blank area of the design screen. The hidden contours no long appear as part of the image.

Tip: *If you wish to show a cut line again, select the image and click "Contour." You can then click inside the area of the cut line you wish to show and the contour will reappear.*
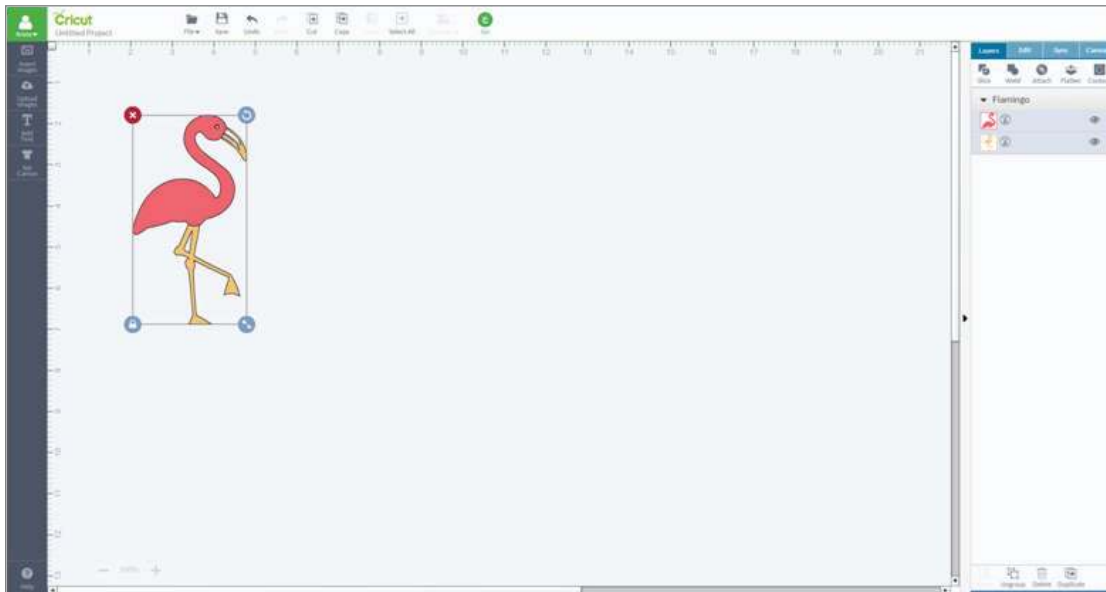
Flatten to Print

The Flatten tool turns any image into a single-layer printable image. The Flatten tool completes two actions at once: it turns your images into printable images and merges multi-layered images into a single layer. This means the layers will hold their size and position relative to each other when they are printed and then cut.

- Standard image – an image that is designed to cut; may also include draw or score lines
- Printable image – an image that is designed to print then cut

Tip: You can also turn an individual layer of an image into a printable layer. Click on the layer thumbnail in the Layers panel to open the Line Type flyout. Click "Print." Unless the entire image is flattened, these layers will print then cut individually rather than as a group.

Follow the steps below to turn an image into a printable image.

**Step 1** Choose an image from the Cricut® Image Library and add it to the design screen.

Flatten to Print

Step 2 If desired, add a project canvas and edit the image. When you have finished editing it, click on the image to select it. Standard images have the line type automatically set to cut, which is indicated by the scissors icon next to the layer thumbnail on the Layer panel.
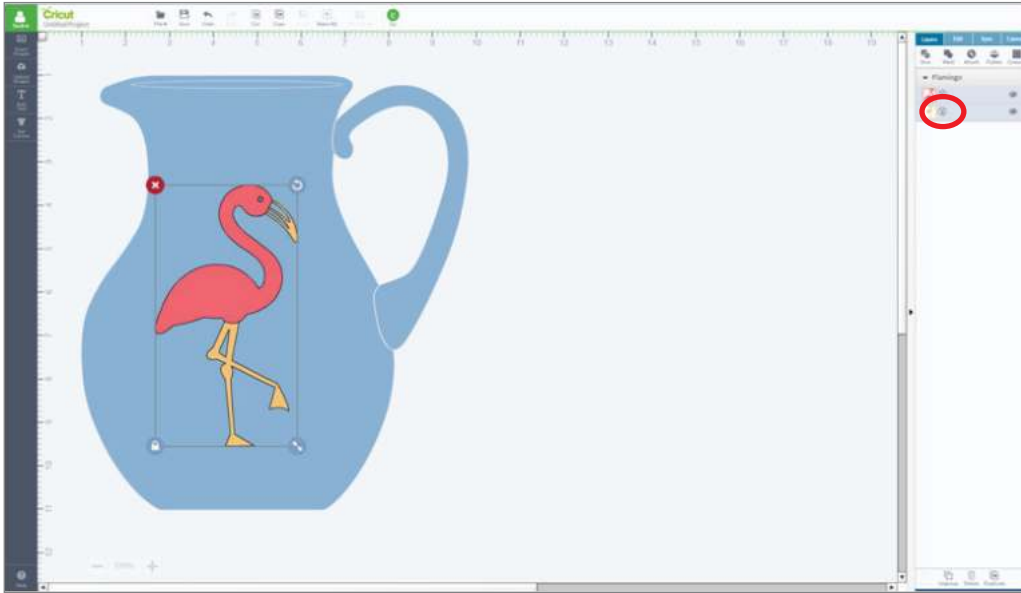
Tip: Add a project canvas by clicking "Set Canvas" in the left menu of the design screen.

Step 3 Click "Flatten" in the Layers panel.
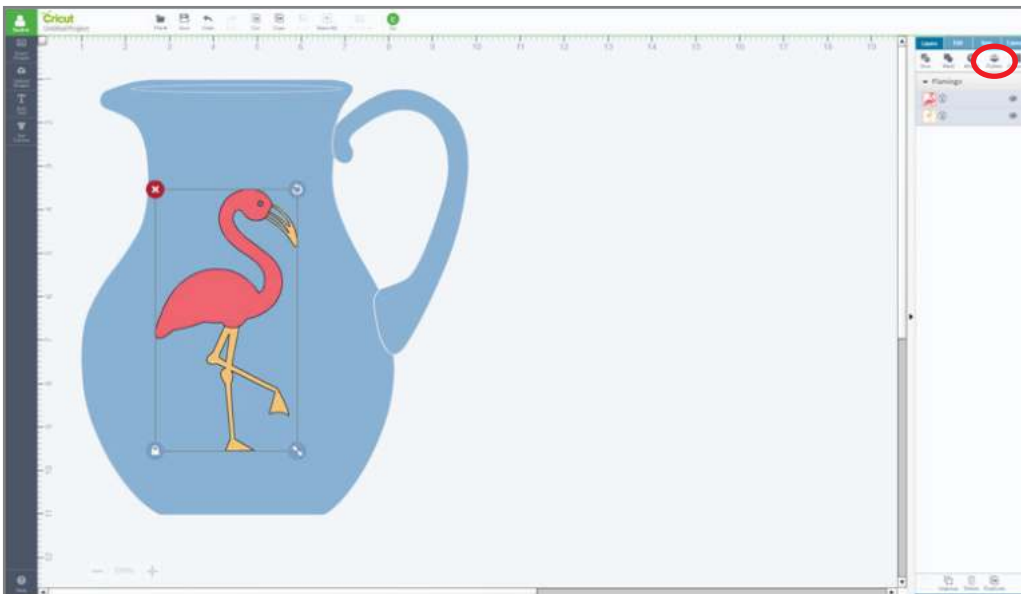
Tip: If the standard image contains a draw or score line, the Flatten tool will not be activated until the layer is changed to a cut line type or hidden.

Flatten to Print

Step 4 All layers of the standard image are flattened into a single layer. The Layers panel displays a printer icon as the line type, indicating the image will print then cut. You can then size, rotate and move the image as one object. Click "GO" to begin the cutting process.
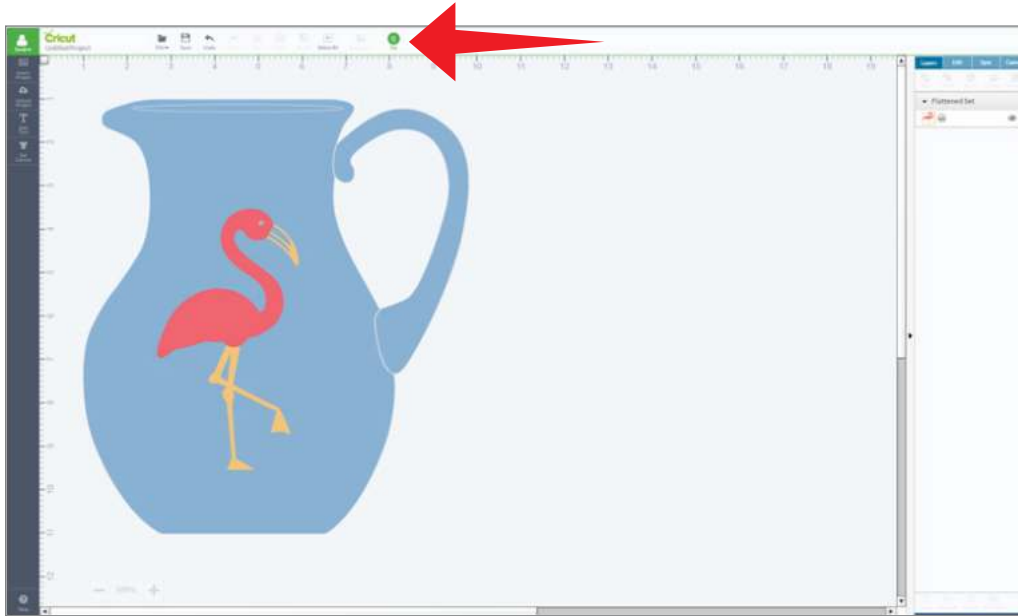
Tip: You will need to make all color changes prior to flattening the image. If you would like to select different colors for your image once it is flattened, you will need to unflatten the image, make the changes, and then flatten it again.

Flatten to Print

Step 5 The image appears on the mat preview with three cut sensor marks surrounding it (multiple images will have only three cut sensor marks per printed page). Click "Print & Go" and follow the onscreen prompts to complete your project.
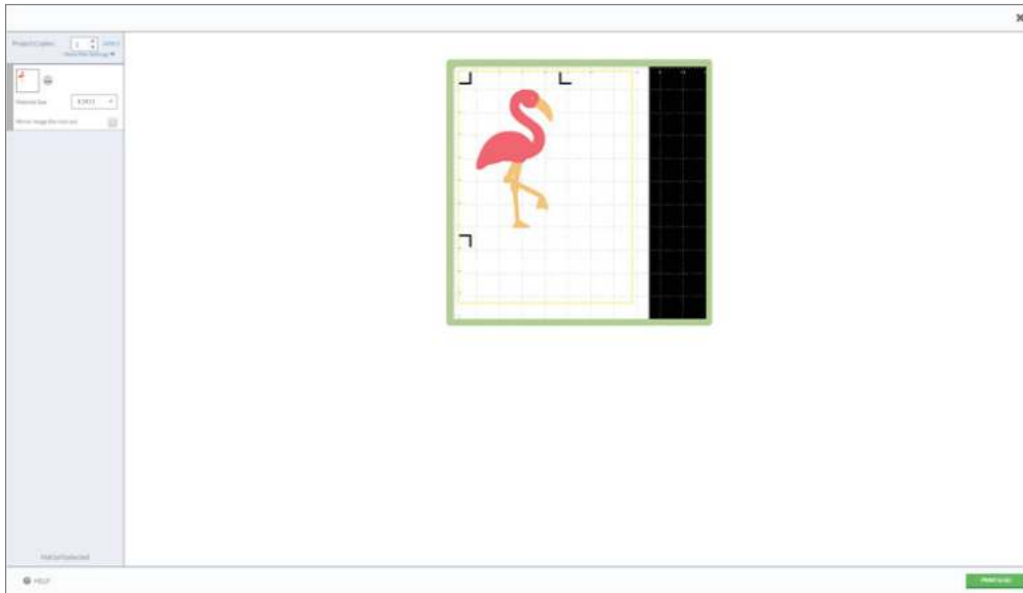
Tip: *The Cricut® Image Library includes over a thousand printable images. These images are designed with decorative patterns and were designed specifically for the Print then Cut feature. Printable images are added to the design screen as flattened images. If they have multiple layers, you can separate the layers by clicking "Unflatten" in the Layers panel.*

Print then Cut Overview

Bring a world of color to your project with the Print then Cut feature. Print your images on your home printer and then watch your Cricut Explore® cut them out with high precision—no scissors required!
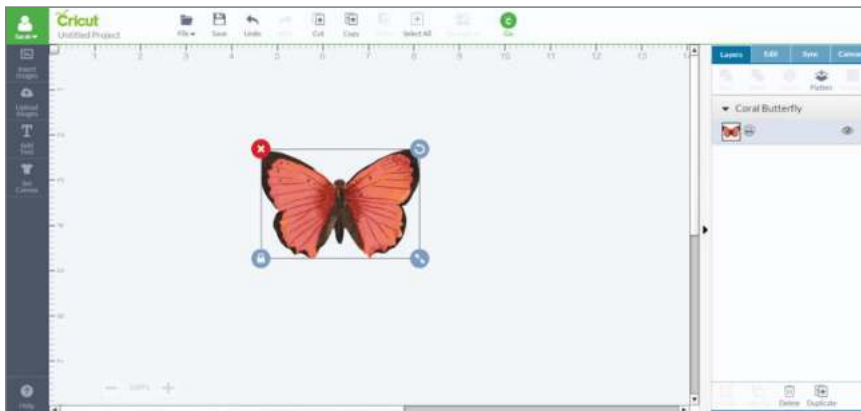
Printable image types

There are two types of images you can print then cut: standard images and printable images.

1. **Standard images** are designed with solid colors. If a standard image has multiple layers, the different layers of the image are shown individually in the Layers panel. Each layer has a scissor, pen nib, or scoring tool icon as the line type, indicating each layer will cut, write, or score.
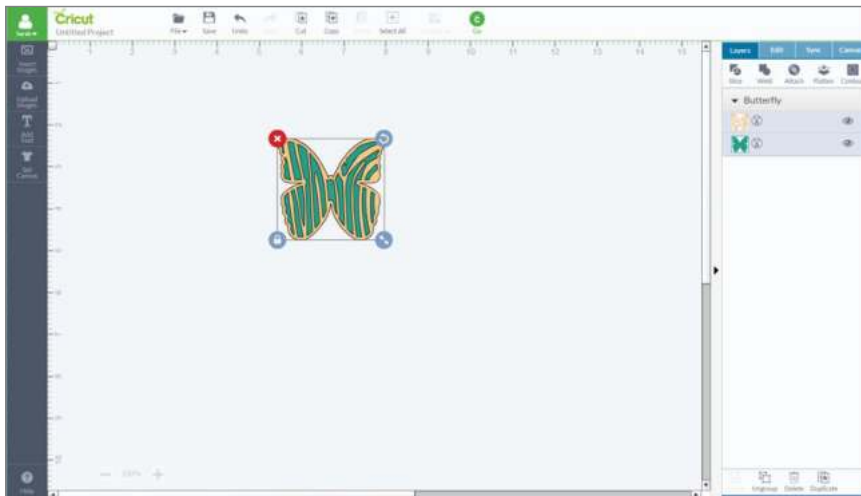
2. **Printable images** are designed with decorative patterns. They come onto the design screen ready to print then cut. They show up in the Layers panel as a single layer and have a printer icon as the line type, indicating the image will be printed on your home printer then cut on the Cricut Explore® machine.


Tip: You can find printable images by clicking on the Filters icon and checking the box marked "Printables." Select a printable image, add it to your canvas, and then click "Go" to print then cut.

Print then Cut Calibration

Using the Flatten tool

With the Flatten tool, you can turn a standard image into a printable image that you can then cut out on your Cricut Explore® machine. The Flatten tool not only turns your image into a printable image, but also flattens it into a single layer.
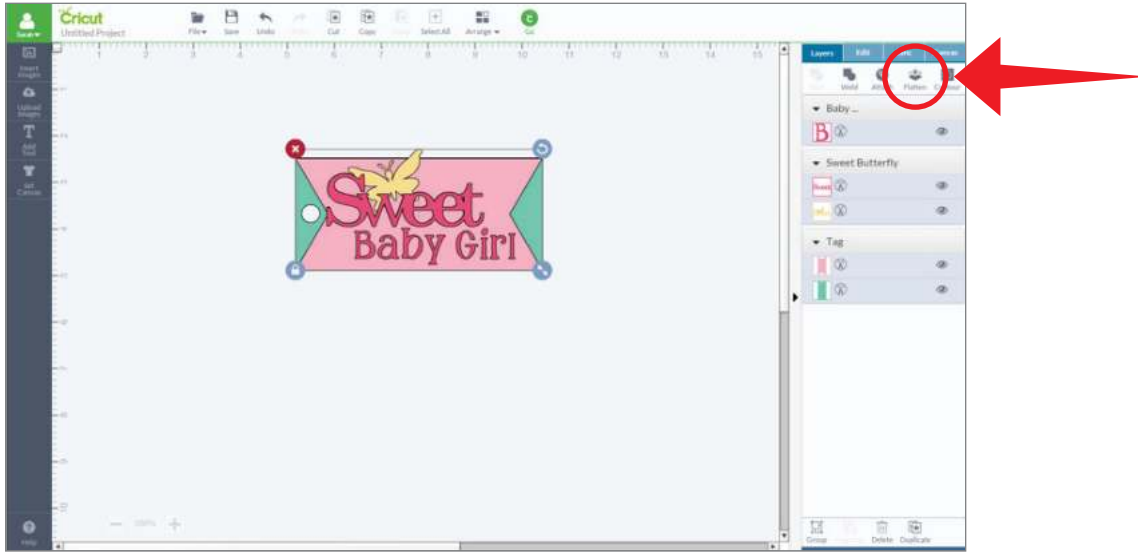

Tip: In order to make any edits to a flattened image, you will first need to unflatten the image using the tool in the Layers panel.

Image bleed

Each image is given a bleed by default. The bleed is a small border around each image that allows for more precise cutting. Although we recommend printing with a bleed for best cut results, you do have the option to turn the bleed on or off.
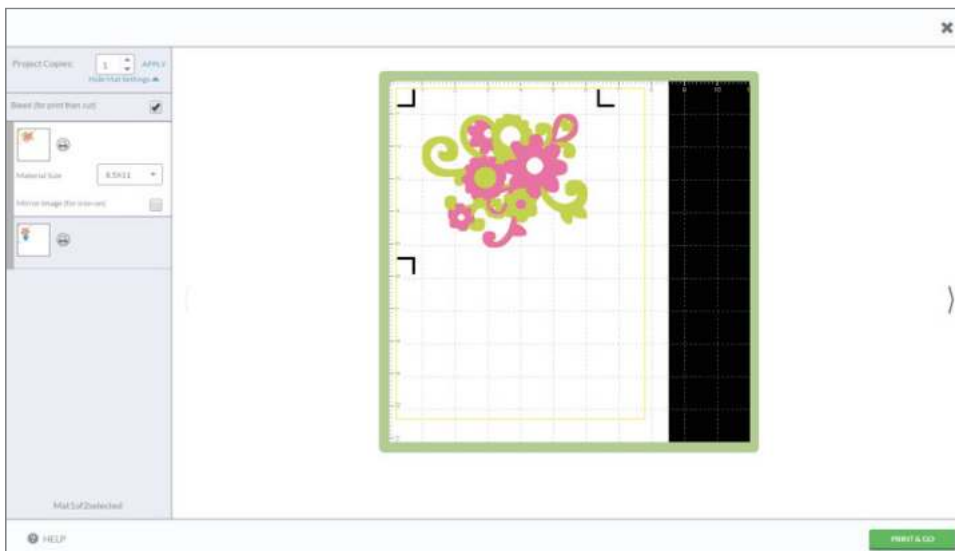
Print then Cut Calibration
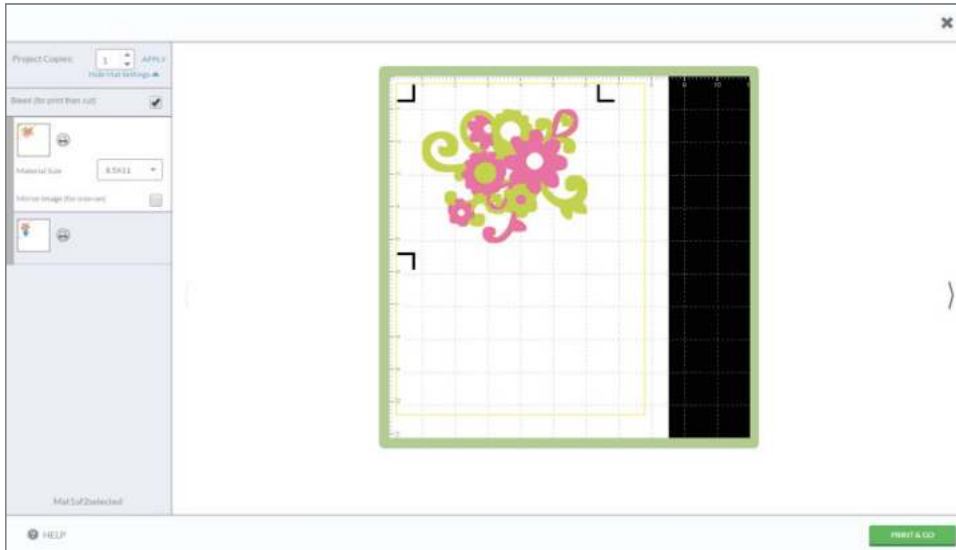
Maximum image sizes for Print then Cut

Each web browser has different settings for printable area size, which means that Print then Cut images have different maximum sizes depending on the browser you use. If you save a project in one browser and later open it another, you may need to adjust the image's size according to the browser's printable area settings. Below is a guideline for maximum Print then Cut image sizes in each browser.

- **Google Chrome™**: 5.5″ x 8″
- **Firefox®**: 6″ x 8.5″
- **Internet Explorer®**: 6″ x 8.5″
- **Safari®**: 6″ x 8.5″

Print then Cut all in one session

The entire process, from creating the project to the final print then cut, should all be done in the same browser and on the same computer to avoid error. While you can save your Print then Cut project within Design Space® and come back to it, switching browsers or computers in the middle of printing and cutting or saving a Print then Cut image as a PDF and printing it outside the Design Space® flow will result in incorrectly sized cut sensor marks. For best results, print then cut your project in a single Design Space® session.

Using white materials for Print then Cut

Colored materials or materials containing any kind of pattern may interfere with the cut sensor marks being read by the Cricut Explore® machine. Use 8 ½ x 11″ white materials for all your Print then Cut projects. Please use the cutting mat appropriate for your printable material. We recommend using the Cricut® LightGrip mat if you use standard printer or copy paper.

Correct placement of materials on the cutting mat

Place your printable material in the top left corner of your cutting mat directly along the top left edge of the adhesive on the cutting mat. Be sure the material is straight and contains no wrinkles; this helps ensure that the machine can properly detect the cut sensor marks around your image.
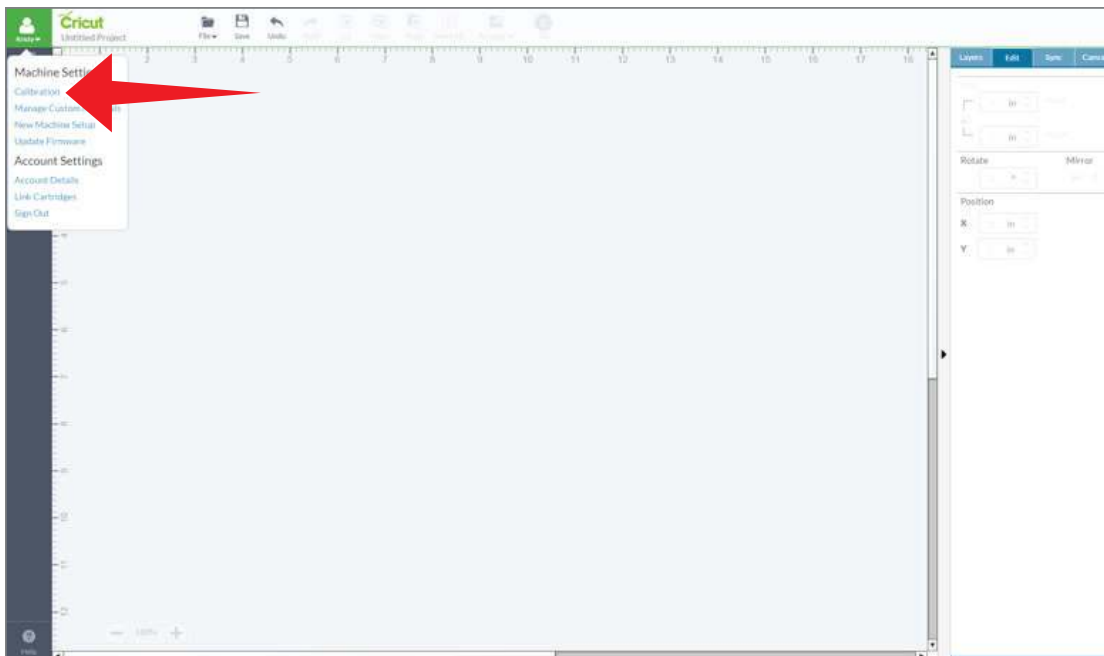
Print then Cut Calibration

The Print then Cut feature of Cricut Design Space™ for PC and Mac® allows you to print your images from your home printer and then cut them out with high precision on your Cricut® machine. Print then Cut calibration is a series of simple cuts, questions, and answers designed to help your Cricut® machine cut exactly along the edge of your printed image.

- Cricut Explore Air™ machines are pre-calibrated.
- Cricut Explore® machines require calibration if using the Print then Cut feature for the first time; you will be prompted to calibrate when you start the cutting process. (If you've printed your project prior to calibration, set it aside - you'll be able to use it after calibration is complete.)

If you need to calibrate your machine for Print then Cut, you will be prompted to do so. You can also go through the calibration process at any time if you are experiencing any inaccuracies when cutting out printed images.

Follow these steps to initiate the process yourself: (If you are prompted to calibrate, start at step 2.)

Step 1 Once you have signed in with your Cricut ID, select "Calibration" from the Account menu.
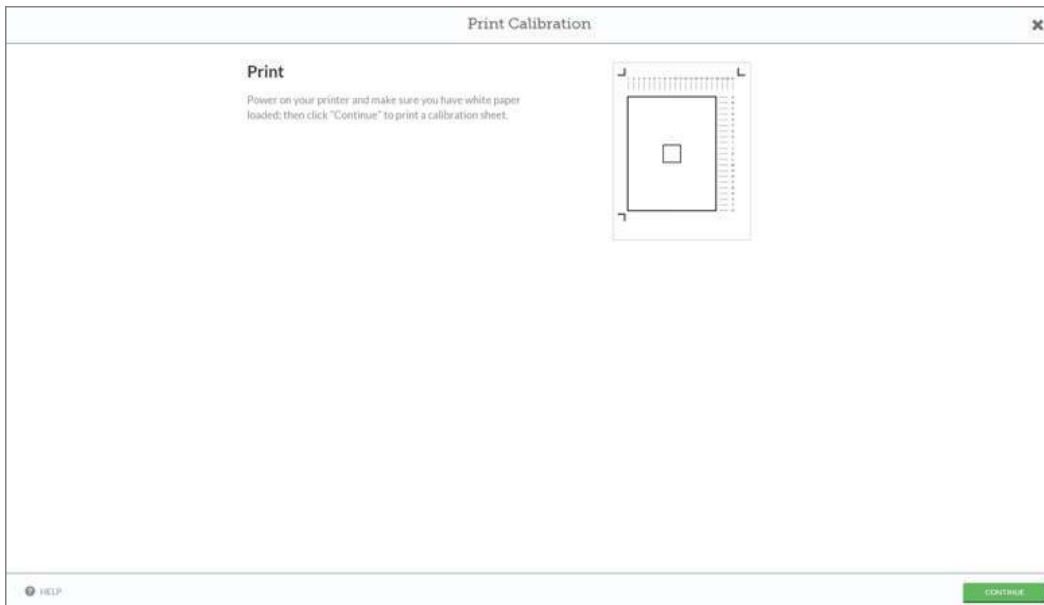
Print then Cut Calibration

**Step 2** Click the Continue button to begin.
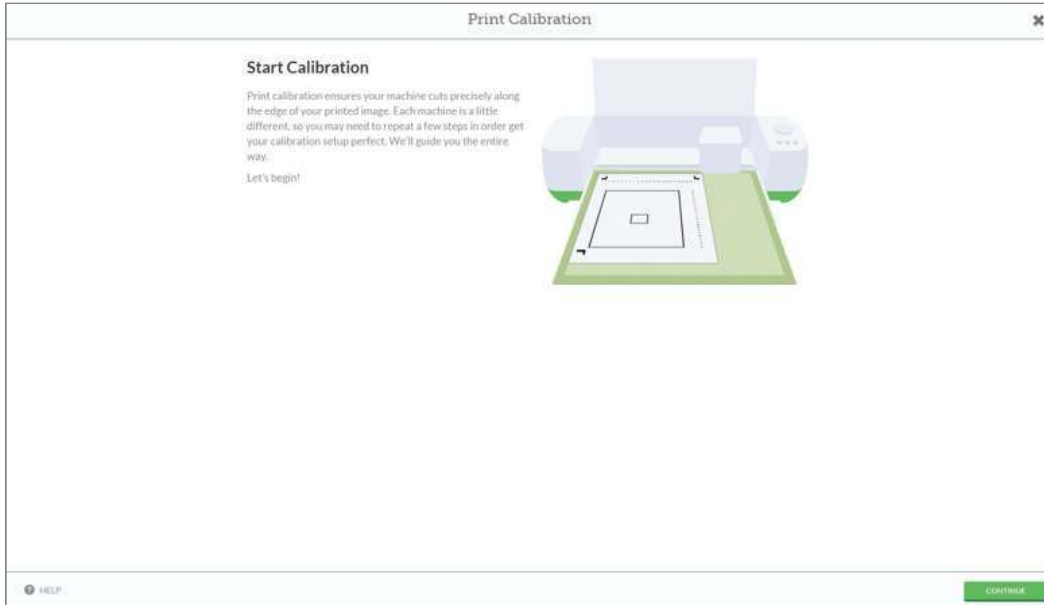
Step 3 Load white 8 ½″ x 11″ paper into your printer for the calibration sheet and then click the Continue button.

Tip: The Print then Cut feature should always be used with white materials. Colored materials may prevent your machine from accurately reading the cut sensor marks.
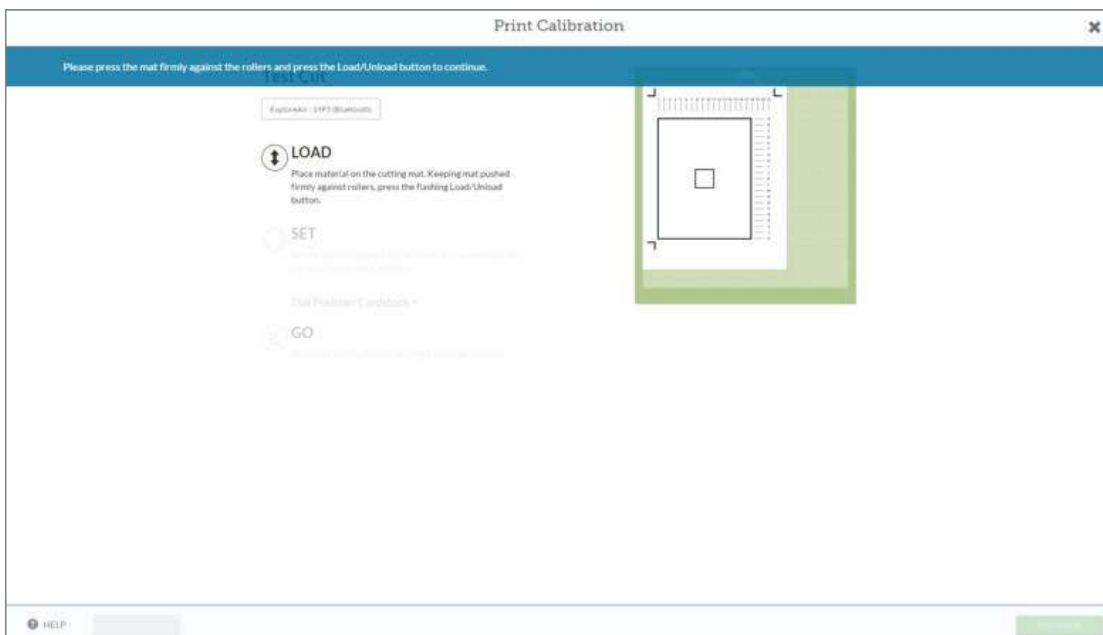
Print then Cut Calibration

Step 4 In the print dialogue box that appears, check that the destination is your printer and then click "Print."
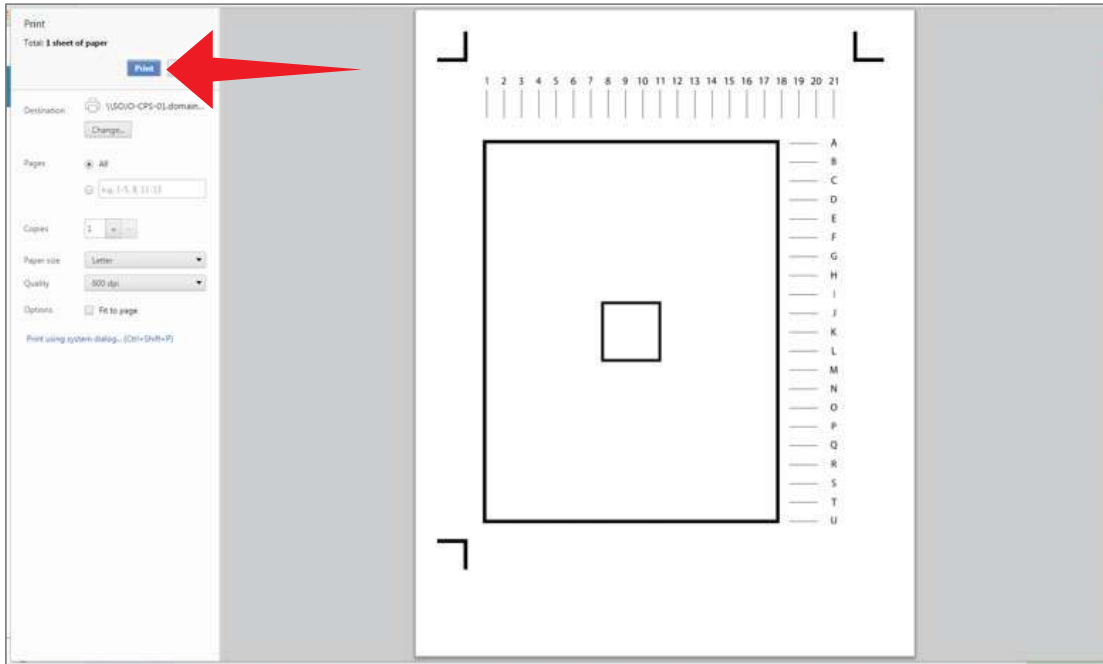
Tip: *The look of the print dialog screen may differ based the type of computer you are using.*

Step 5 Make sure your Cricut® machine is powered on and connected to your computer. Once your machine has been detected, place the printed calibration sheet on the cutting mat as indicated on the screen and load it into your Cricut® machine. Turn the Smart Set® dial to the Paper setting and then press "Go" on your machine.

Print then Cut Calibration

Step 6 Your machine will detect the cut sensor marks around the images and then make a test cut around the small center square. When it is finished cutting, DO NOT unload the cutting mat. While the mat is still loaded into the machine, take a look at the cut lines around the small square in the middle.

- Click "Yes" and then "Continue" if the cut line touches the printed line all the way around the small box.

- Click "No" and then "Continue" if the cut line <u>does not</u> match up with the printed line around the small box. In order to get everything just right, you'll walk through the same steps we covered here.
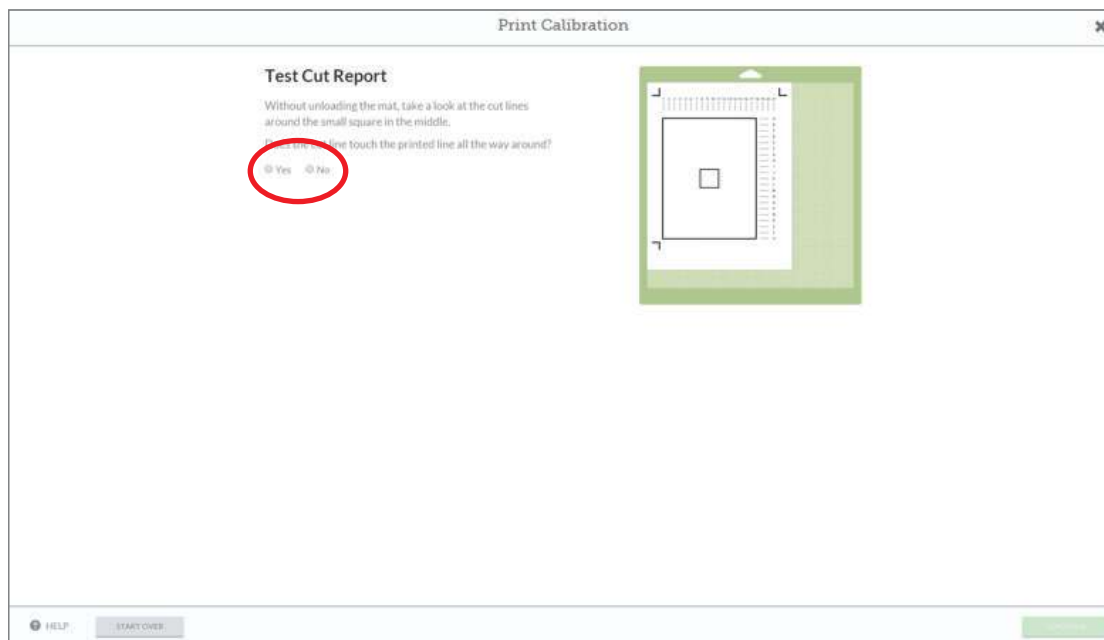
Print then Cut Calibration

Step 7 Your Cricut® machine will make a series of horizontal and vertical cuts on the calibration sheet. Once your machine is done cutting, DO NOT unload the cutting mat. Look at the lines on the top and along the right side of the test print page. Determine which cuts are centered on or closest to the print line.

Select the corresponding number or letter in the drop-down menus. Click "Continue" after you have made your selections.
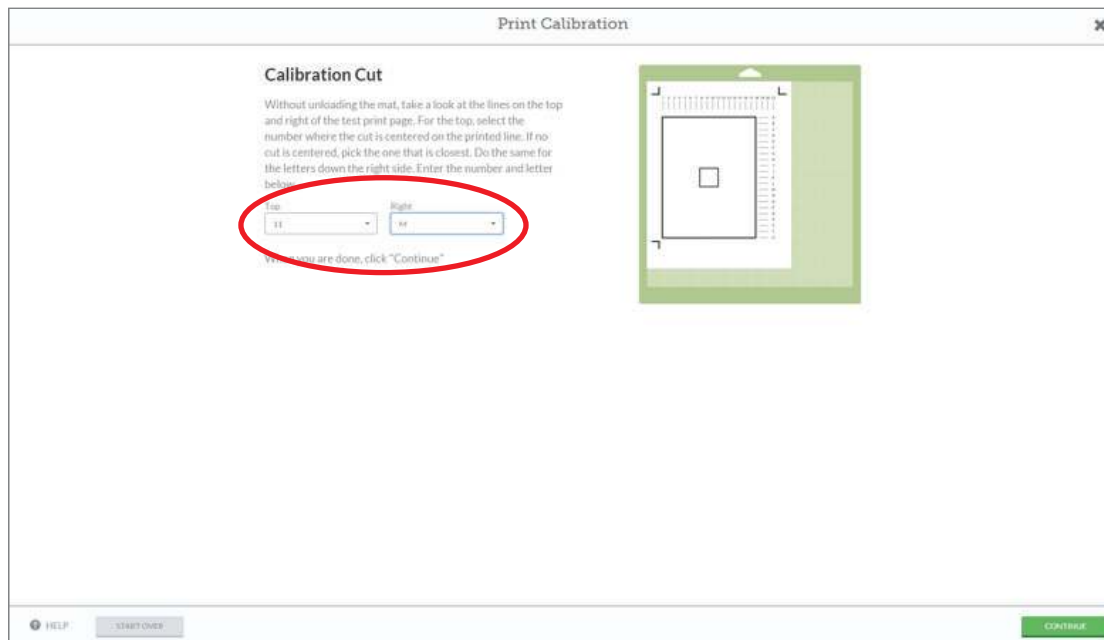
Print then Cut Calibration

Step 8 The machine will cut the larger rectangle. When it is finished cutting examine the cut line.

- Click "Yes" and then "Continue" if you are satisfied with the accuracy of the large box cut.

- Click "No" and then "Continue" if you feel the cut could be improved. You'll be prompted to repeat the process to improve the calibration of your machine.
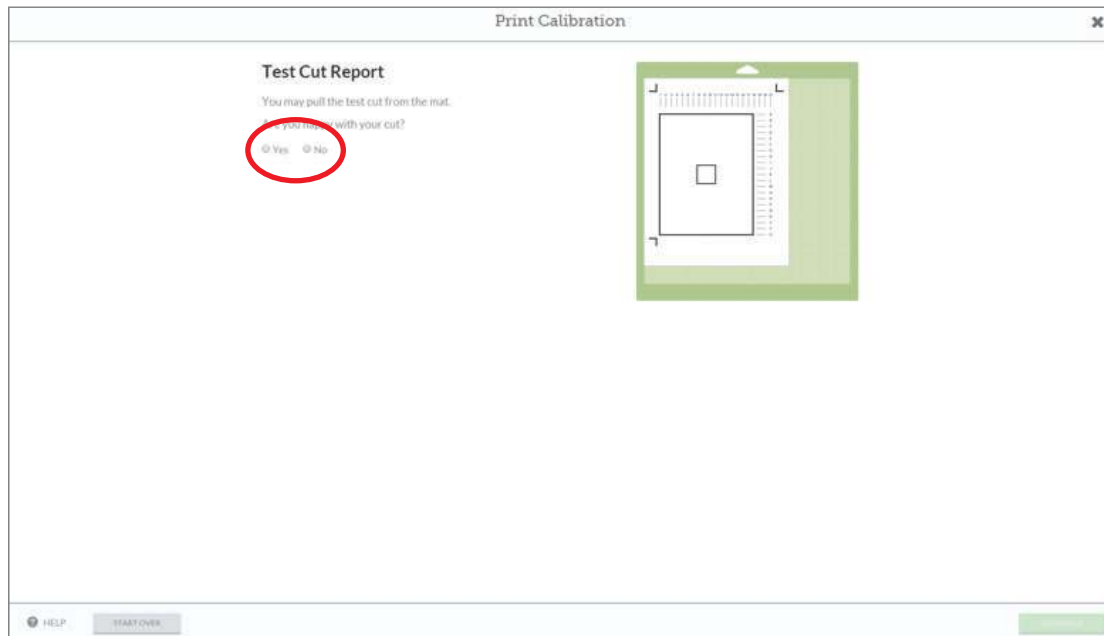
Step 9 You're done! Your machine is calibrated; simply click "Save and Close" to proceed.

Changing a standard image into a printable Image

The Cricut® Image Library is full of images and fonts that can easily be turned into Print then Cut images. Using the Flatten tool makes this easier than ever—just the click of a button and you're ready to print then cut!

Step 1: Select all the layers of the standard image you would like to print then cut.
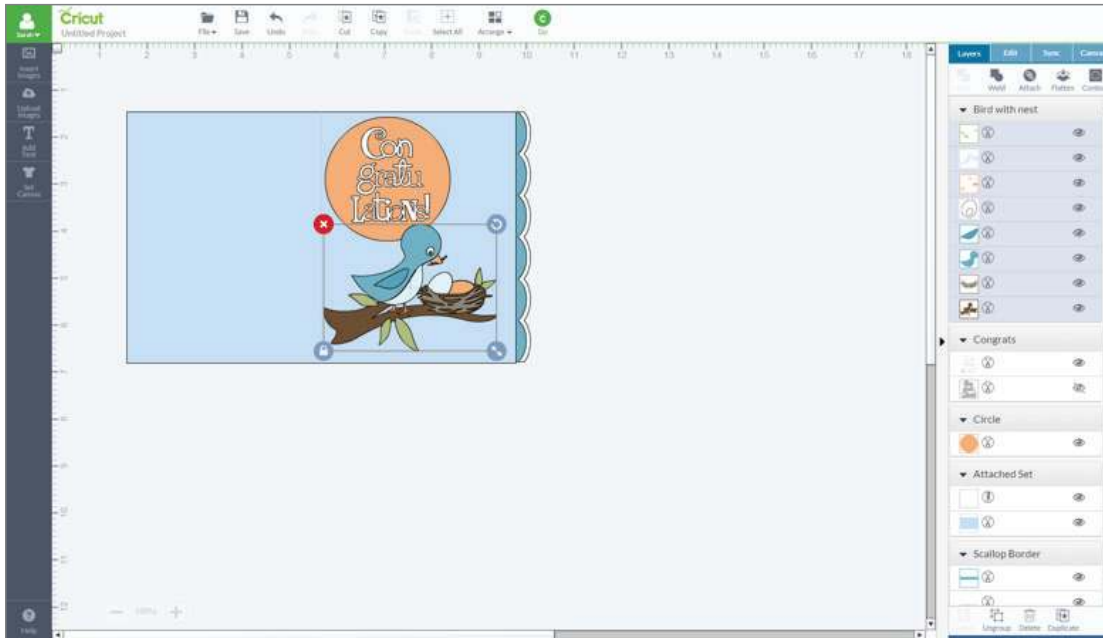
Step 2: At the top of the Layers panel, click "Flatten."
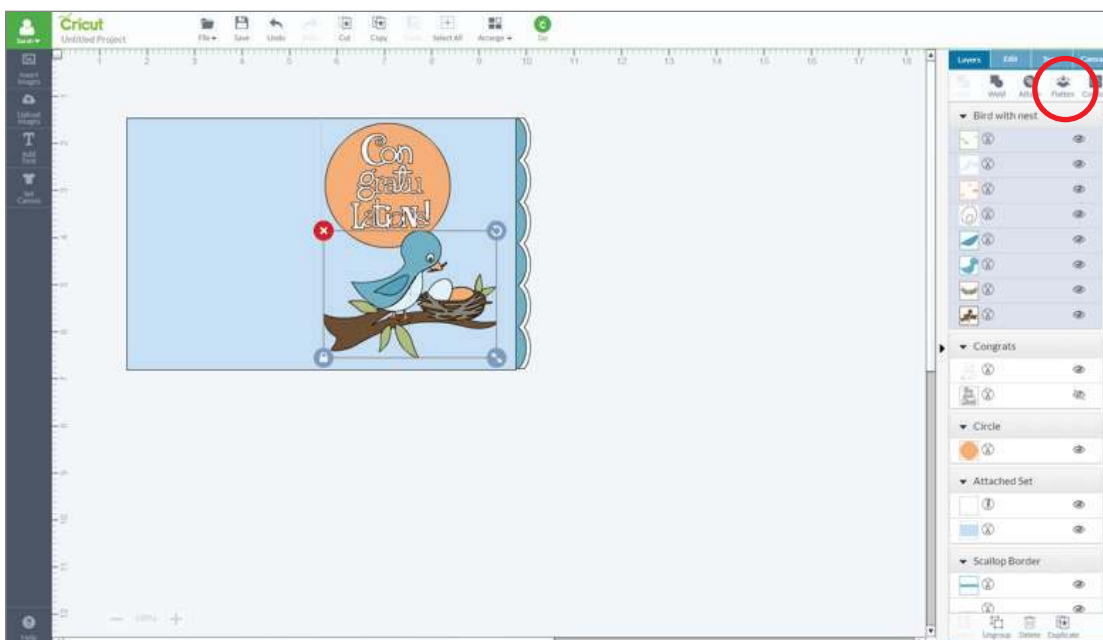
Changing a standard image into a printable Image

Step 3: The image now appears in the Layers panel as a single image and has a printer icon as the line type, indicating that it will print then cut. You will notice the black outlines of the image on the design screen have disappeared, also indicating it is a printable. Edit your design as desired.
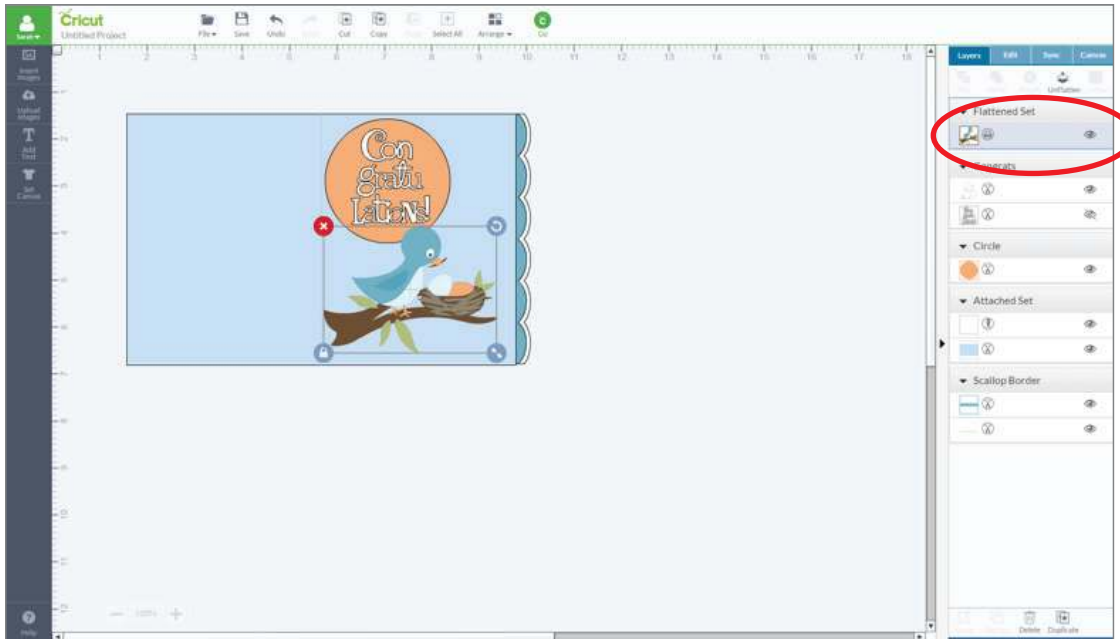
Tip: In order to make any edits to your flattened image, you will first need to unflatten the image using the tool in the Layers panel. This will open the line type flyout, allowing you to change the line type and color of each layer.

Inserting a printable image

Printable images are designed with decorative patterns and are ready to print then cut. Just add them to the design screen and click "Go" to print your images on your home printer and then cut them out on your Cricut Explore®.

There are two types of printable images:

- Single layer printable images – have one layer, come onto the design screen ready to print then cut without having to be flattened.

- Multi-layer printable images – have multiple layers, come onto the canvas with multiple layers already flattened together as a single printable image. However, you can unflatten the layers to work with each one individually.

Follow these steps to insert a printable image to the design screen.

Step 1: You'll find a wide selection of printable images in the Cricut® Image Library. To locate the images, start by clicking "Insert Image."
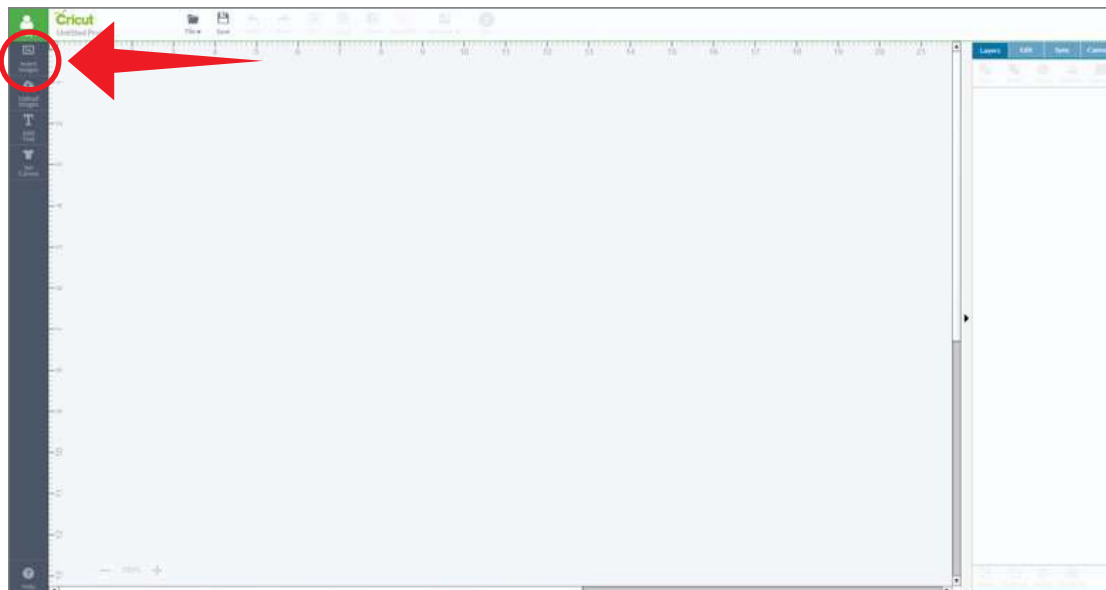
Inserting a printable image

Step 2: Open the Filters menu and check the "Printables" box to browse only the images that are especially prepared for the Print then Cut feature.
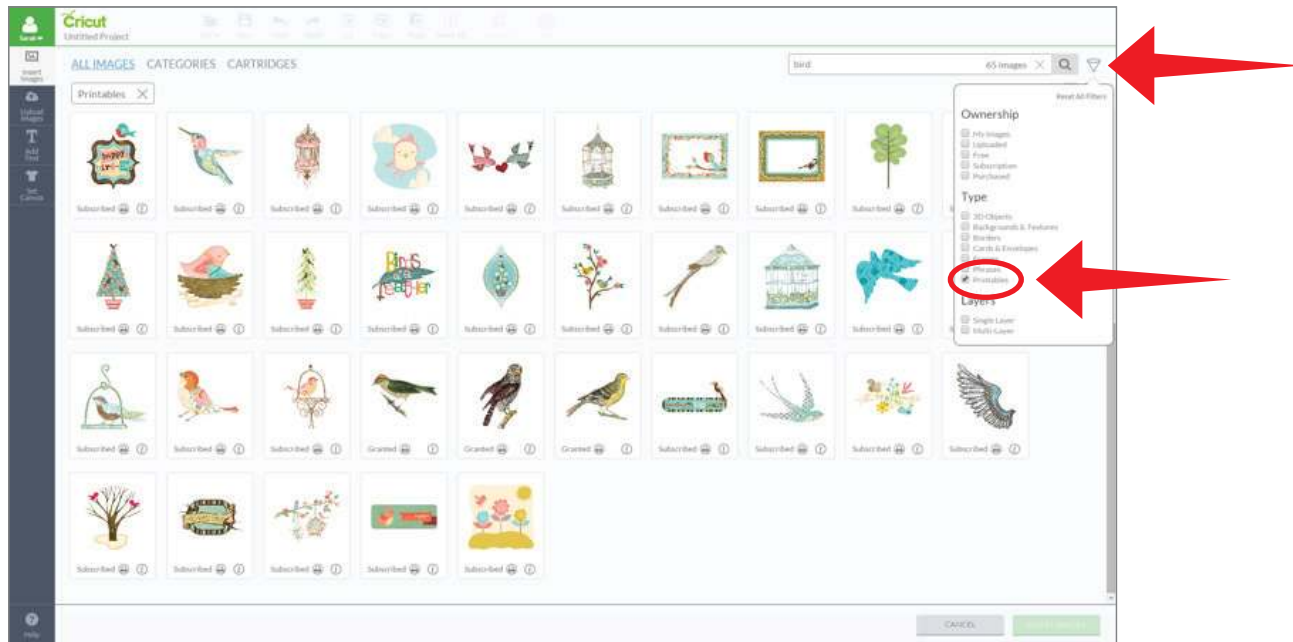
Tip: A printer icon found along the bottom of the image tile also distinguishes printable images from standard images. This same printer icon appears next to the image icon in the Layers panel indicating that the image will print then cut.

Step 3: Click on the image you would like to use. The green check in the top corner of the image tile indicates that the image has been selected. The image is added to the tray at the bottom of the window. You can add more than one image at a time.
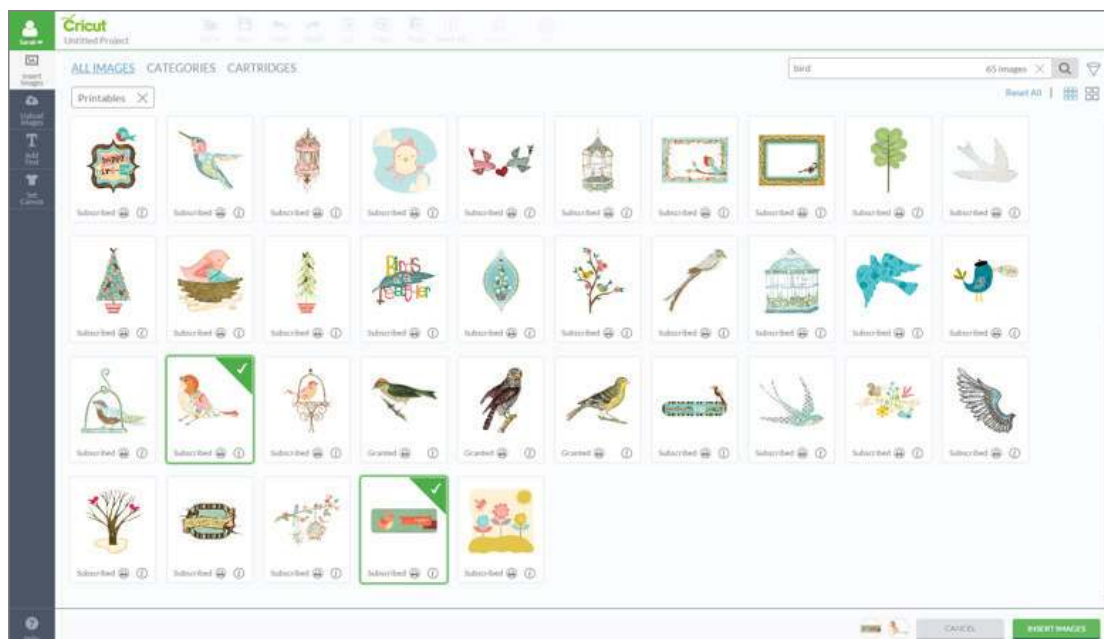
Inserting a printable image

Step 4: Once you've selected your images, click "Insert Images" in the bottom right corner.
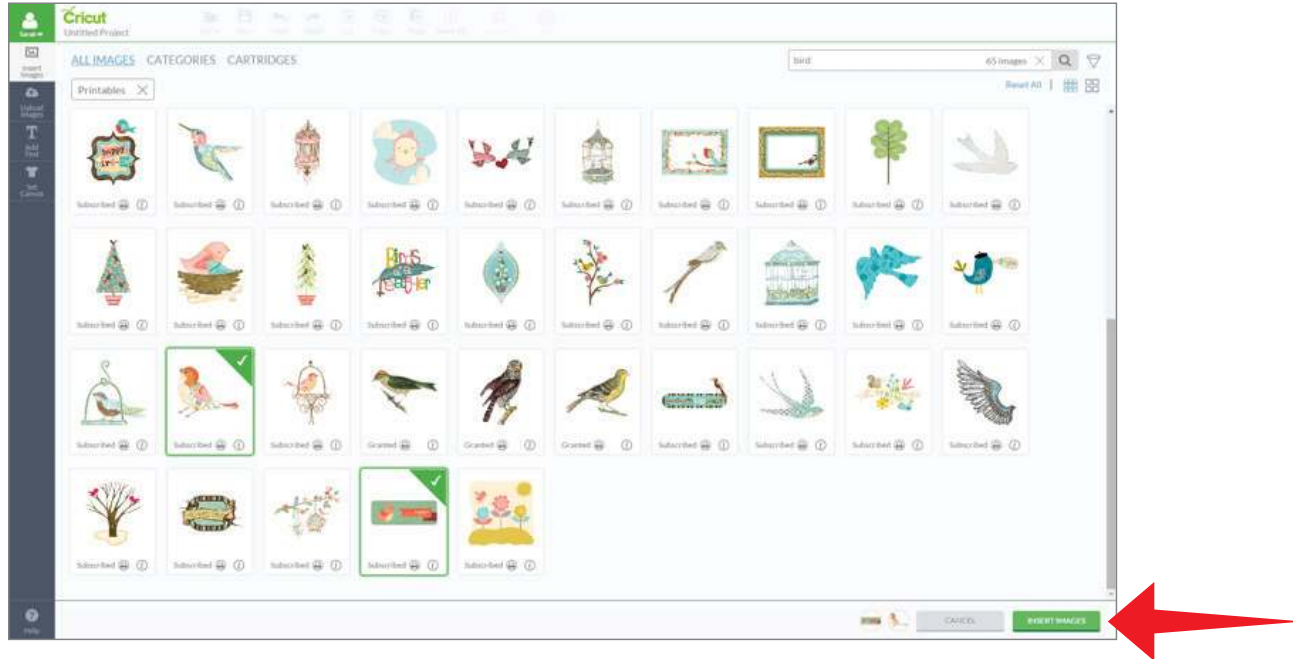
Step 5: The images are added to the design screen. You can now move and size images to visualize how they'll look on your project.

Tip: A printable image appears in the Layers panel with a printer icon next to the layer thumbnail, indicating that it will print then cut.
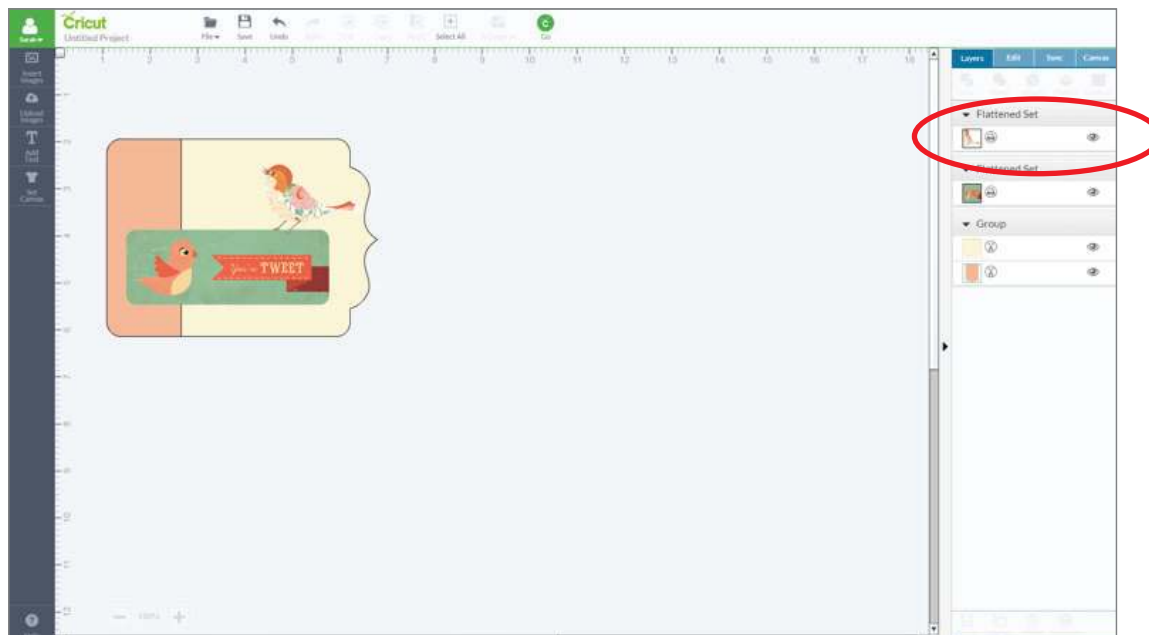
Separating printable image layers

Printable images are flattened and ready for Print then Cut. Some printable images have multiple layers that are hidden from the design screen and Layers panel; however, you can separate the layers to edit individually or to print then cut them separately. If you unflatten it and unhide any hidden layers, you can work with the layers individually.

Step 1: Select a multi-layer printable image from the Cricut® Image Library and click the Insert Image button.

Tip: To easily find multi-layer printable images, select the Printables and Multi-layer filters from the Filters menu.
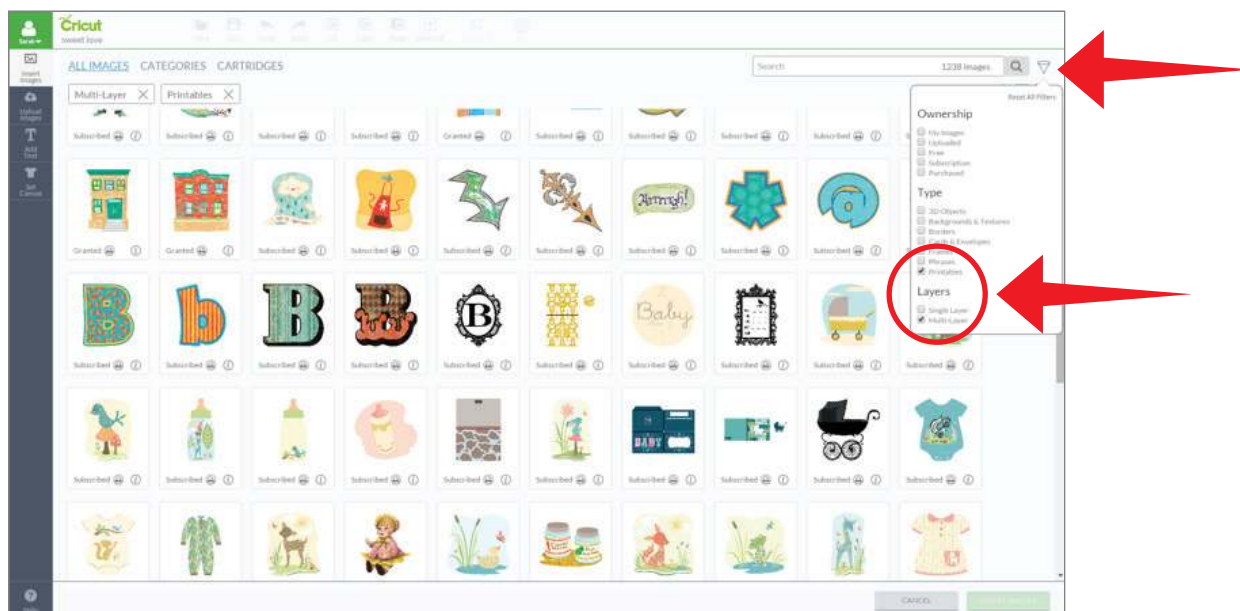
Separating printable image layers

Step 2: At the top of the Layers panel, click "Unflatten" to separate the image into layers.
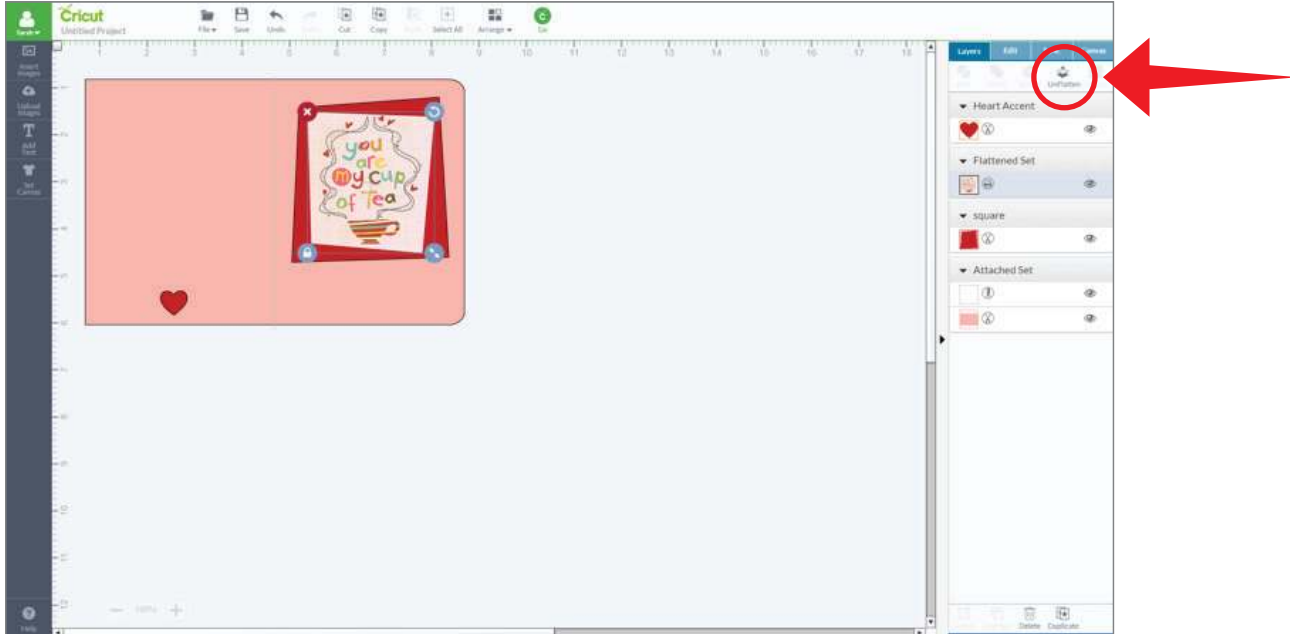
Step 3: Each printable layer now appears as a separate layer in the Layers panel. Click "Go" to begin the cutting process.
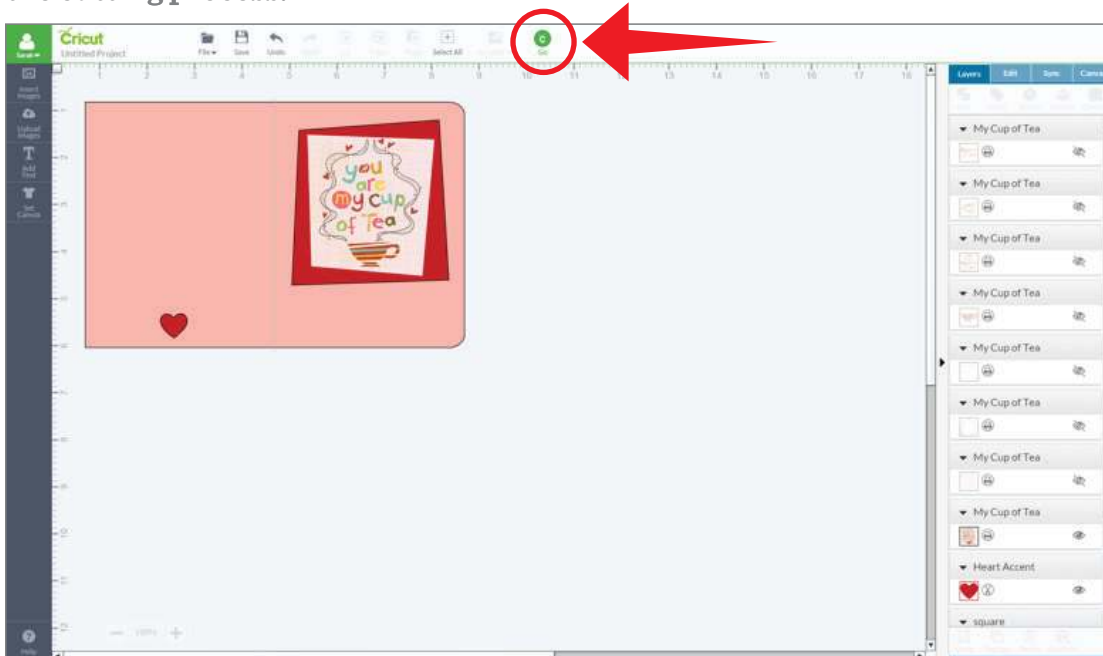
Tip: You may need to unhide the additional layers for them to appear on the canvas and print then cut separately.

Separating printable image layers

Step 4: The images are separated to individual mats based on color and line type. Printable layers, if unhidden, will print then cut as a separate images.

Tip: If you do not want all the layers of the printable image to print then cut separately, select only those icons you would like to print as one image and click "Flatten" in the Layers panel. The flattened layers now appear as a single layer thumbnail in the Layers panel and will print then cut as a single image. All visible layers that have not been flattened together will print then cut as separate images.

Change printable layers to a solid color

Printable images are designed with decorative textures and patterns. You can change a printable layer to a solid color by unflattening the image and editing each layer individually.

Step 1: Click on the image to select it so the bounding box appears and click "Unflatten" in the Layers panel.
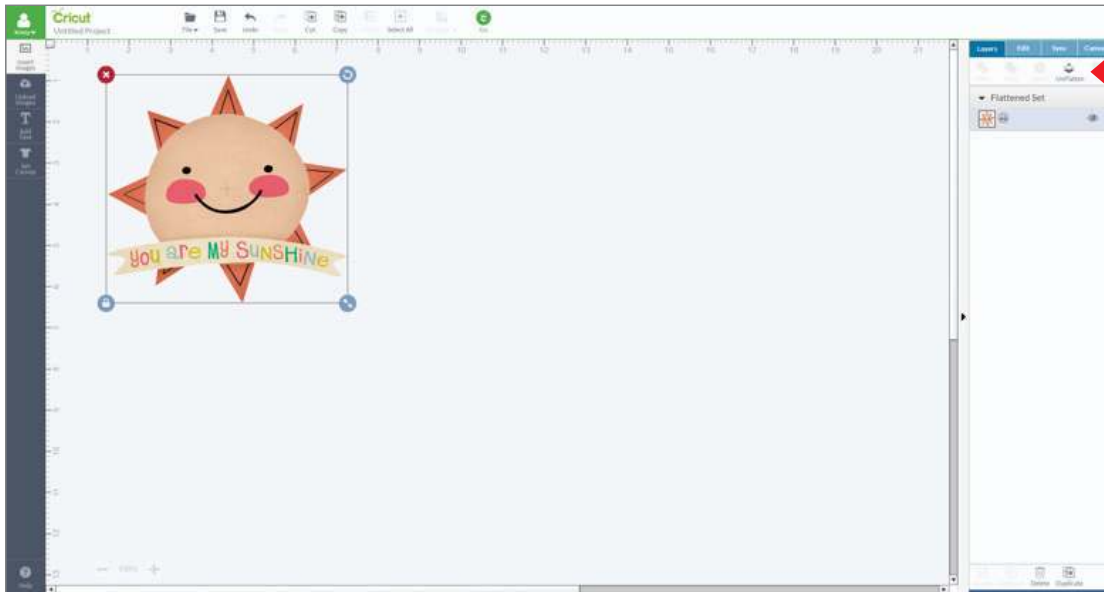
Step 2: Image layers will be separated in the Layers panel. Image layers may appear hidden; if so, click on the crossed out eye to unhide layers.

Unhide
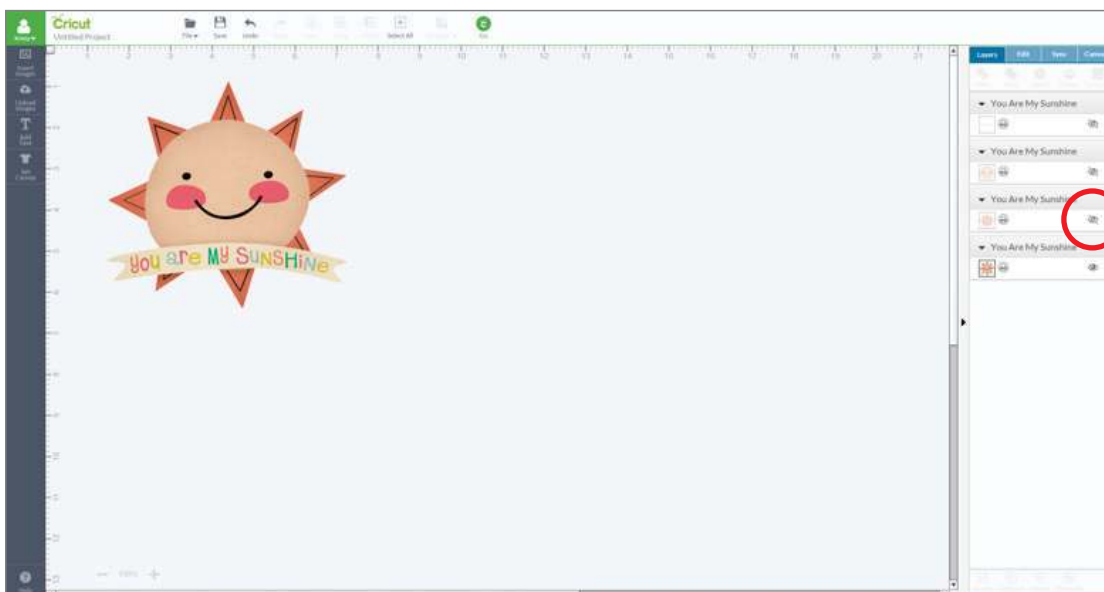
Change printable layers to a solid color

Step 3: In the Layers panel, select the layer thumbnail of the printable image. This will open the Line Type flyout.
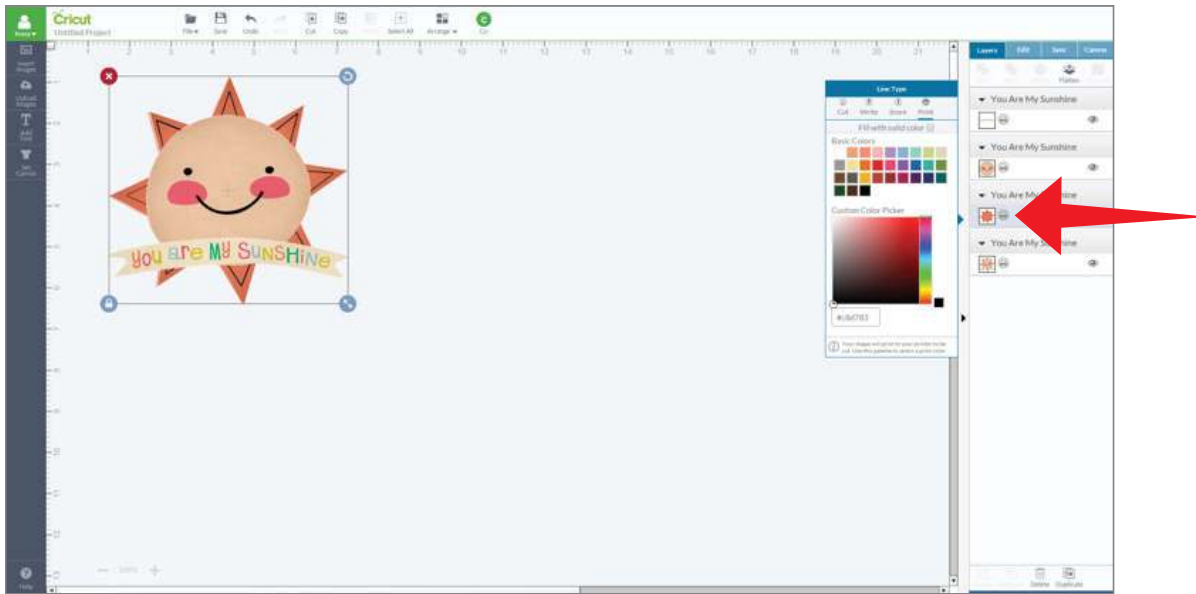
Step 4: At the top of the Line Type flyout, select "Fill with solid color." The image will change to black.
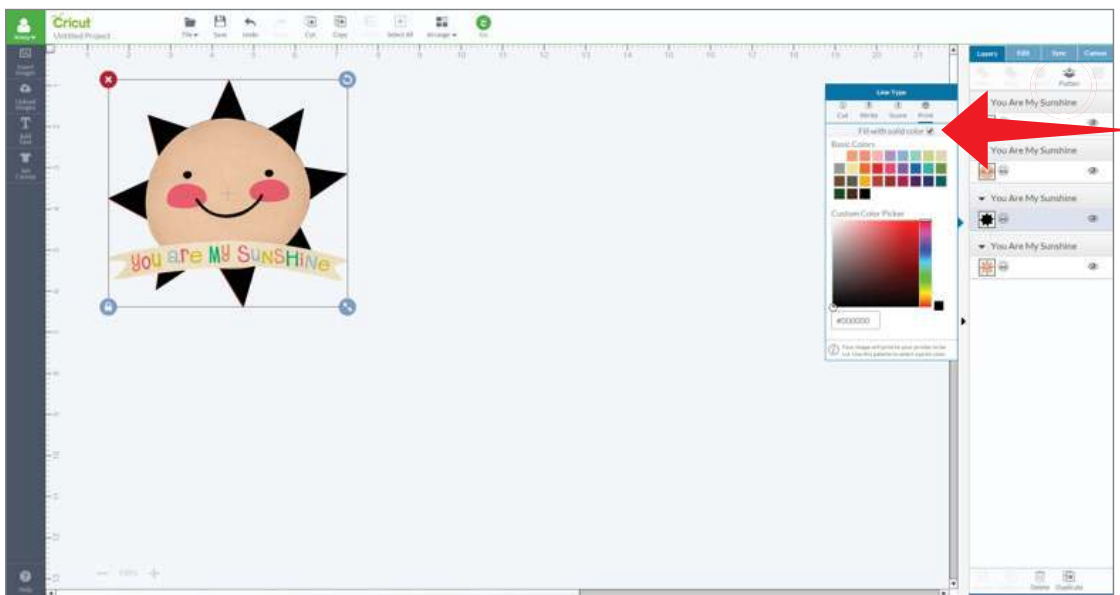
Change printable layers to a solid color

Step 5: Select a new color for the printable image layer by selecting a basic color, using the custom color picker, or entering a hex value.
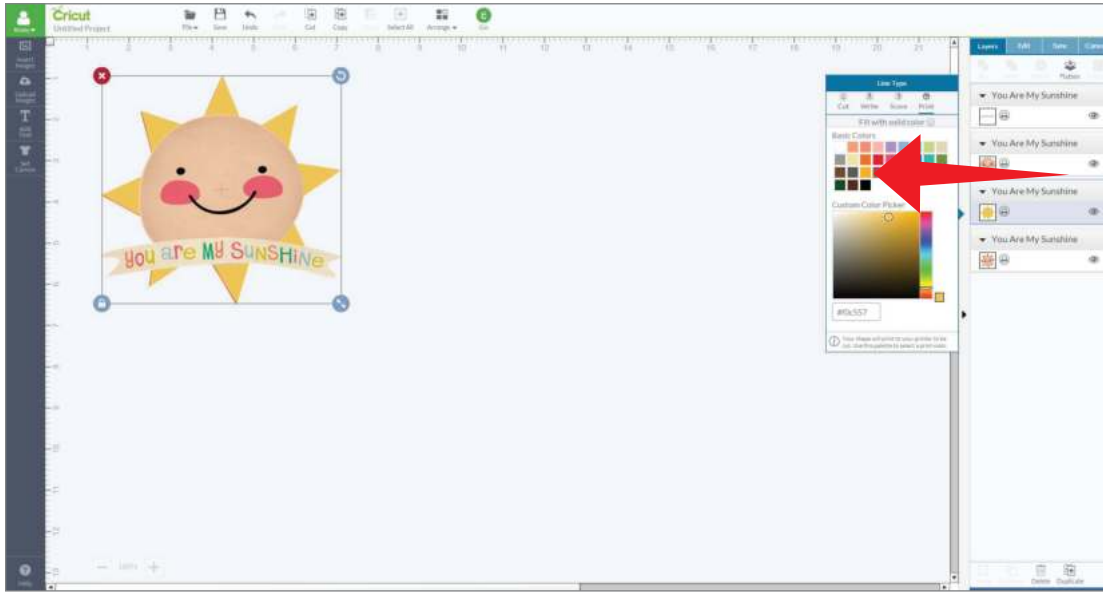
Tip: Change the image layer back to the original Print then Cut image by deselecting "Fill with solid color."

Step 6: Select all the layers of the printable image and click "Flatten" to make a single image for Print then Cut.
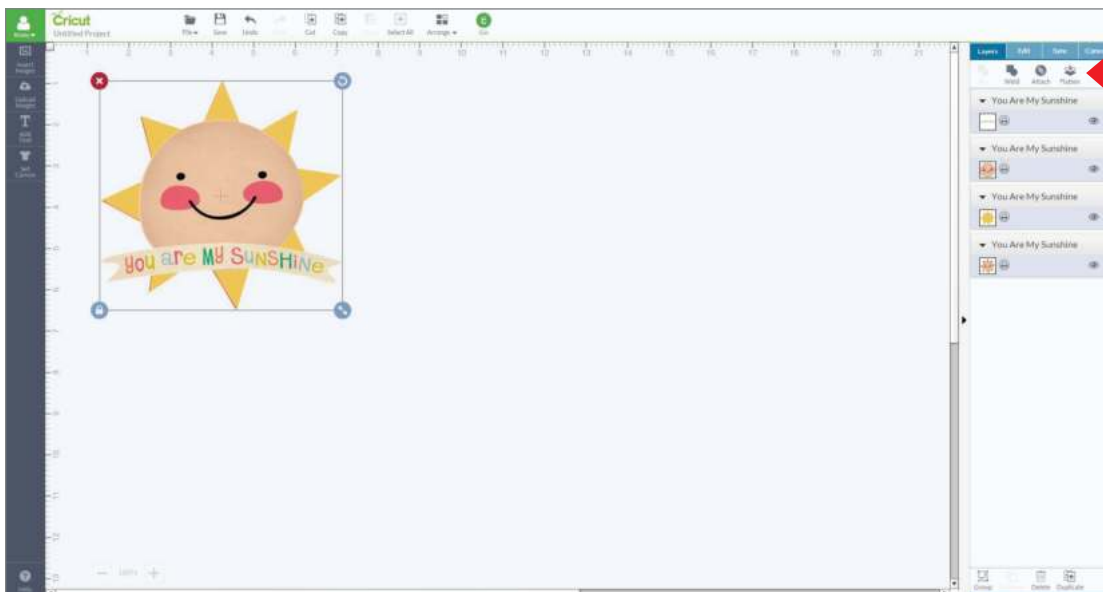
Change printable layers to a solid color

Step 7: The image appears in the layer panel as a flattened set. When your project design is complete, click "Go" to begin the print then cut process.
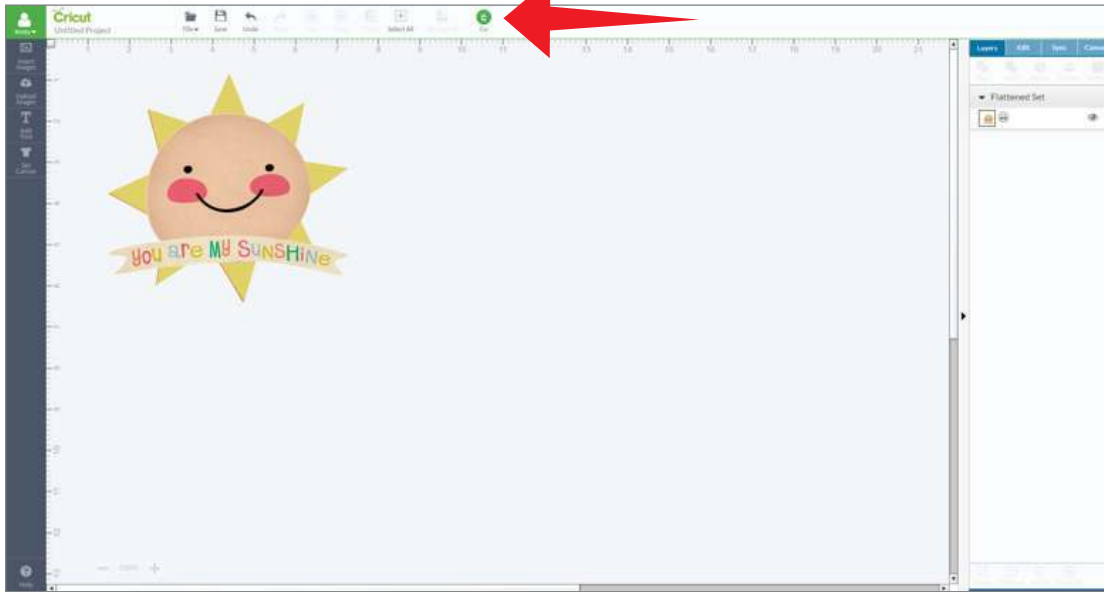
Matching Color with Printable Images

The Print then Cut function offers unlimited creativity. Matching the colors of standard images to printable images is easy with the color palette options. While matching the colors of one standard image to another is done in the Color Sync panel, when working with both standard and printable images you will use the color palette to choose an appropriate hue.

Step 1: Place a standard image and a printable image on your design canvas.
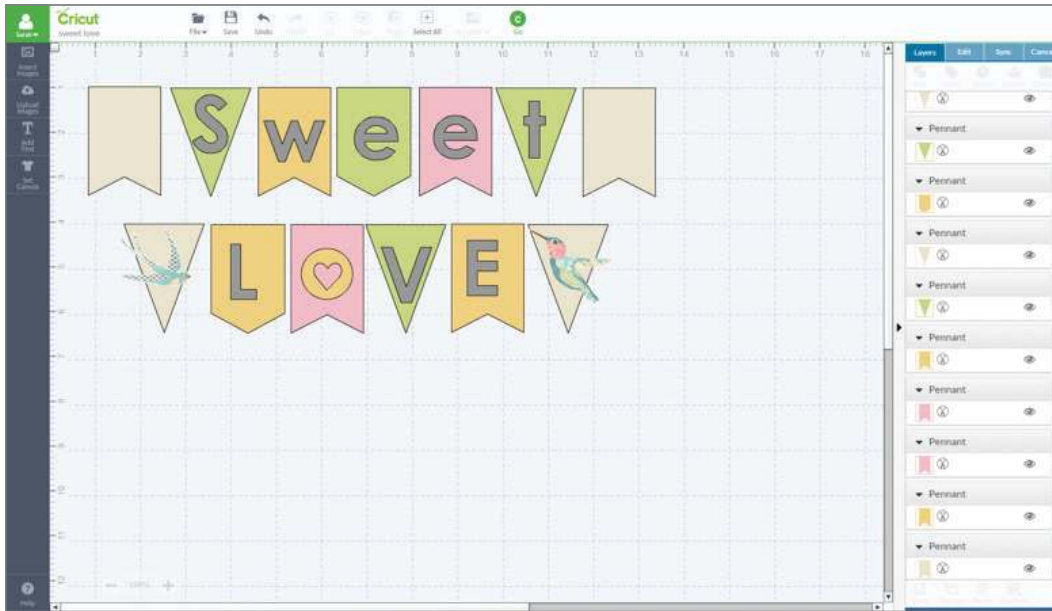
Step 2: In the Layers panel, click on a layer thumbnail of the standard image to expose the Line Type flyout.
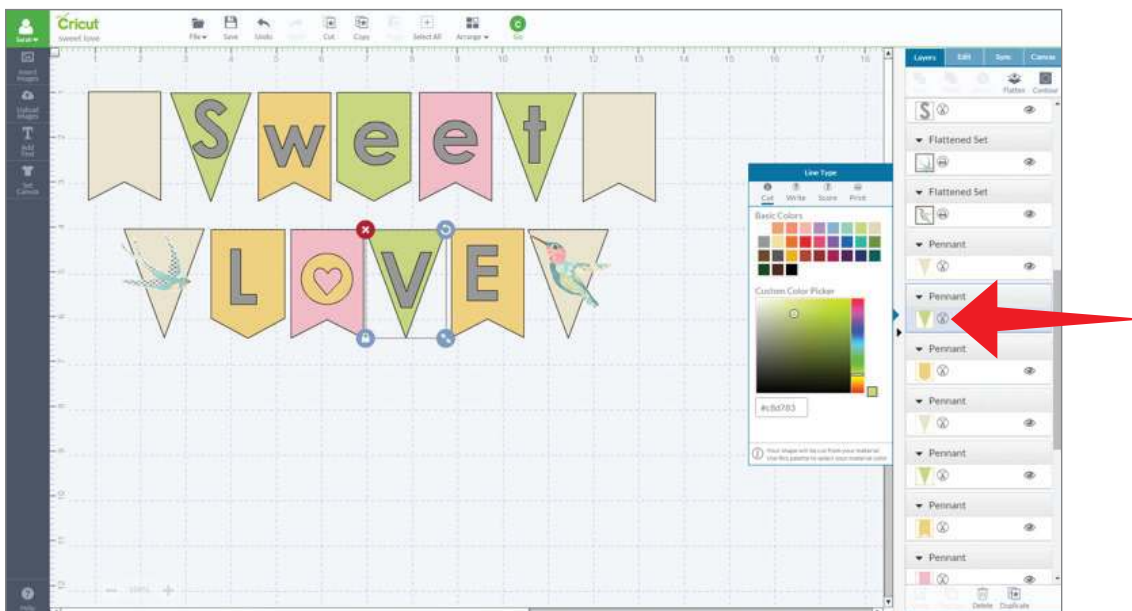
Matching Color with Printable Images

Step 3: Choose a hue from Basic Colors that is similar to the printable image color you are trying to match.
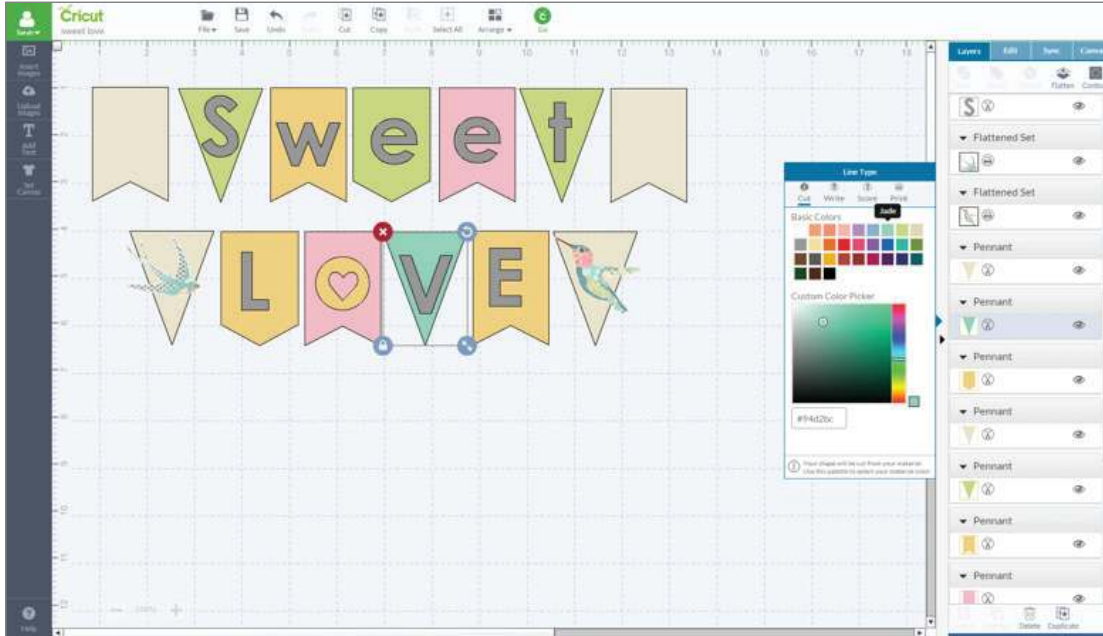
Step 4: Use the custom color picker to further adjust the color by clicking a hue that matches that of your printable image.
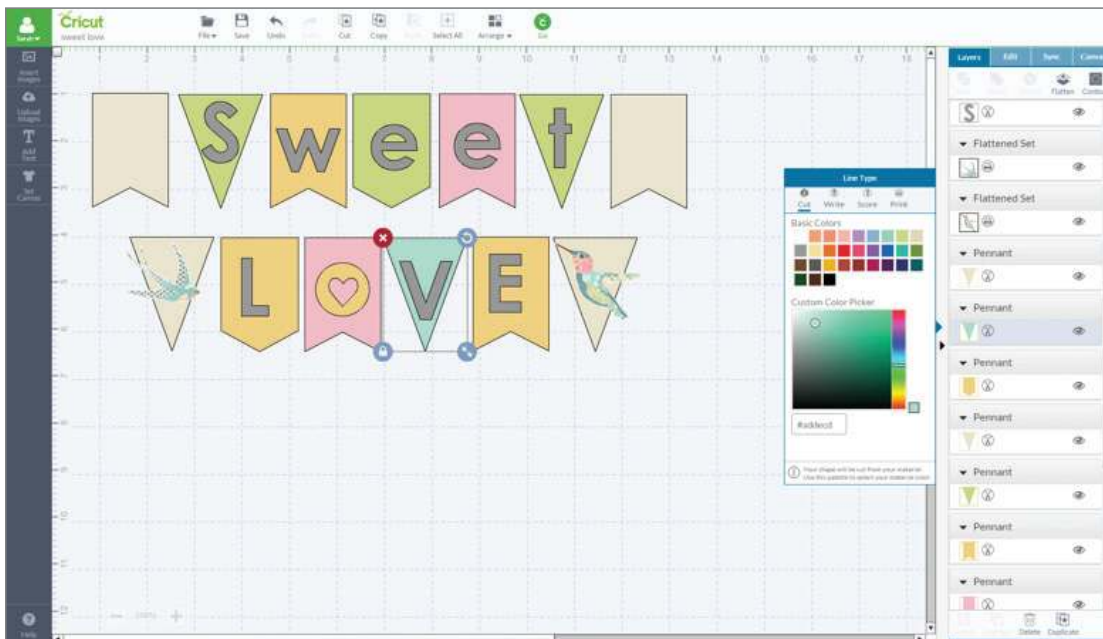
Tip: Be sure to match colors of all layers of a standard image prior to changing it to a print image. Once a standard image has been flattened, the color cannot be changed while in a flattened state.
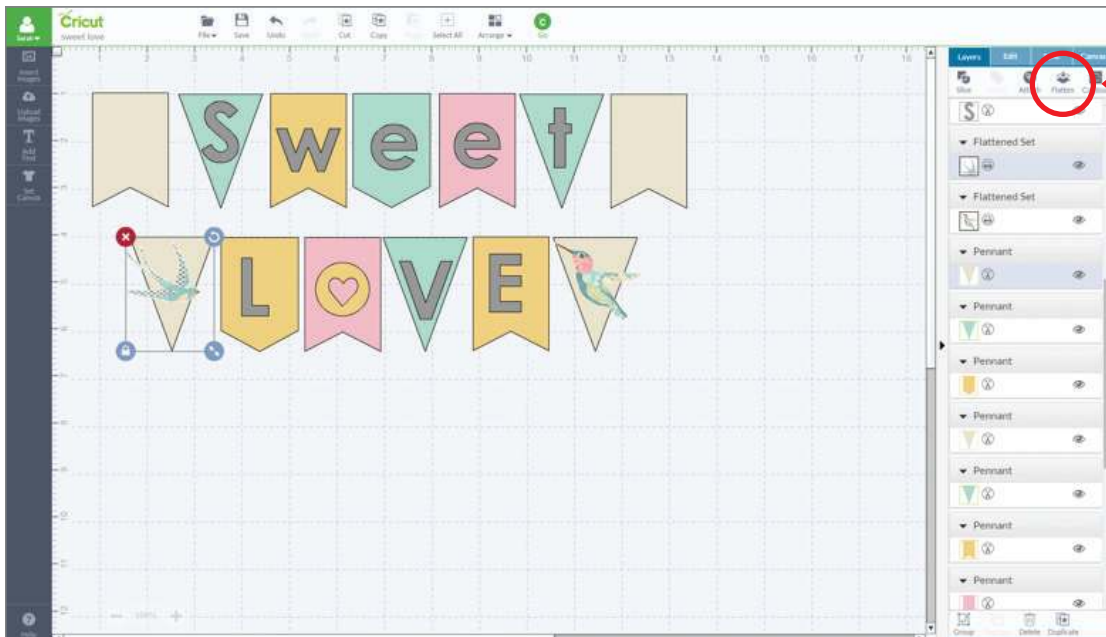
Combining standard and printable images to print then cut together

All standard images can be changed to printable images by flattening them or changing the line type to print. You can also combine standard images and printable images to create a single print image.

Step 1: Select both the standard image and the printable image you would like to combine.
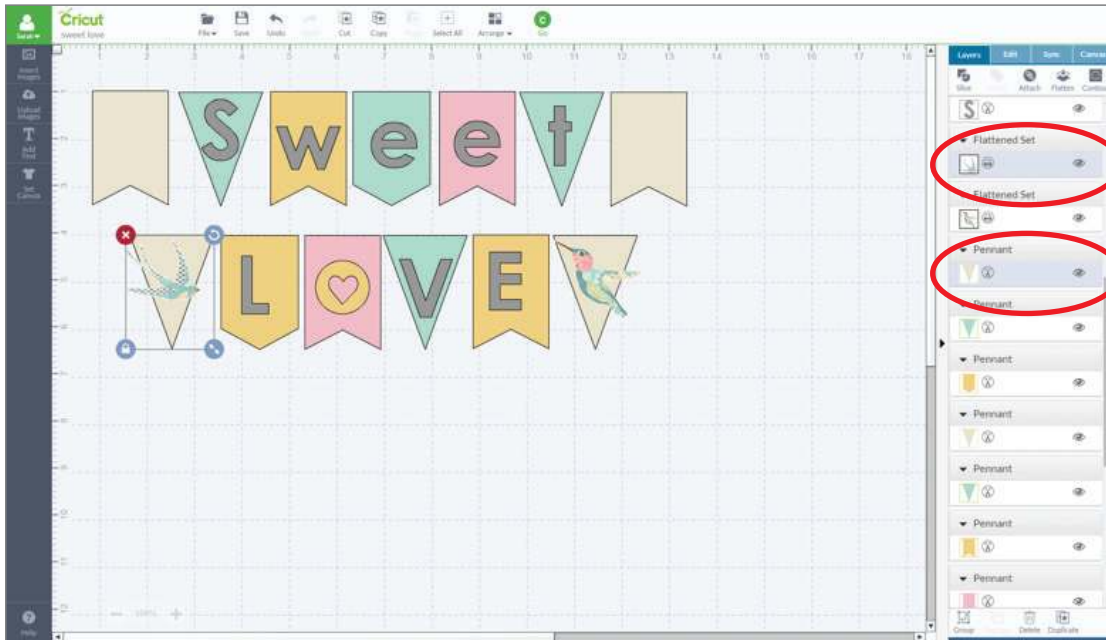
Step 2: Click "Flatten" at the top of the Layers panel to combine them into a single printable layer.

Combining standard and printable images to print then cut together

Step 3: The combined images now appear in the Layers panel with a single layer thumbnail that has a printer icon next to it, indicating that the combined images will print then cut as a single image. Click "Go" to begin the cutting process.
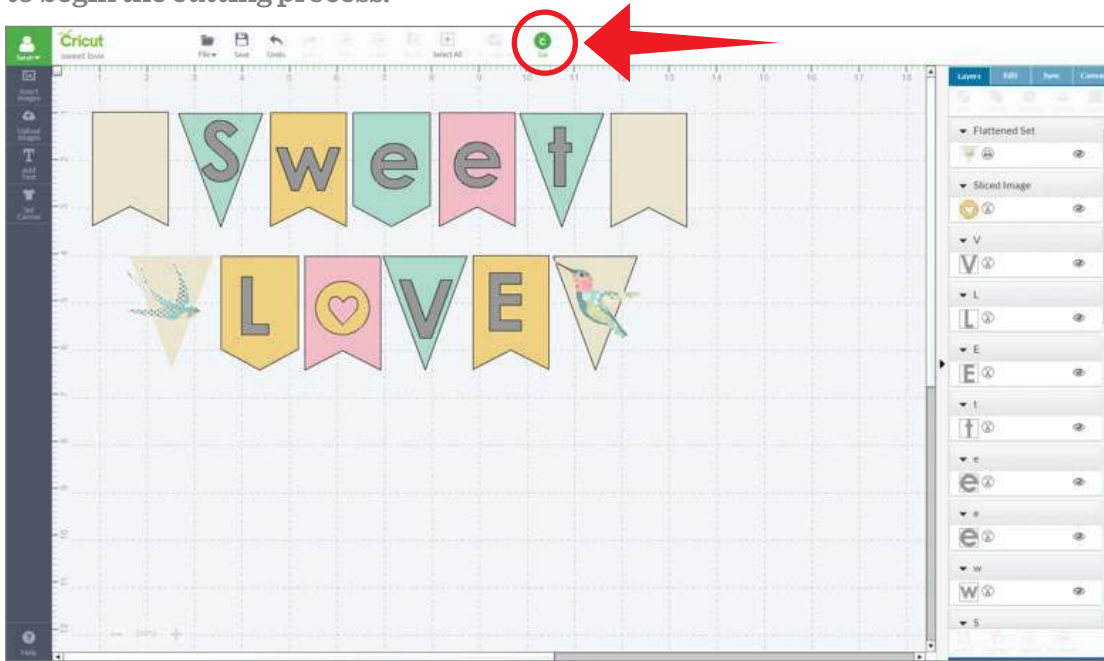
Completing your Print then Cut project

After completing your design on the design screen, you are ready to click "Go." There are just a few additional steps to complete until you're watching as your images print on your home printer and then are cut out on the Cricut Explore® with high precision.

Step 1: When your images are ready to print then cut, click "Go" on the design screen.
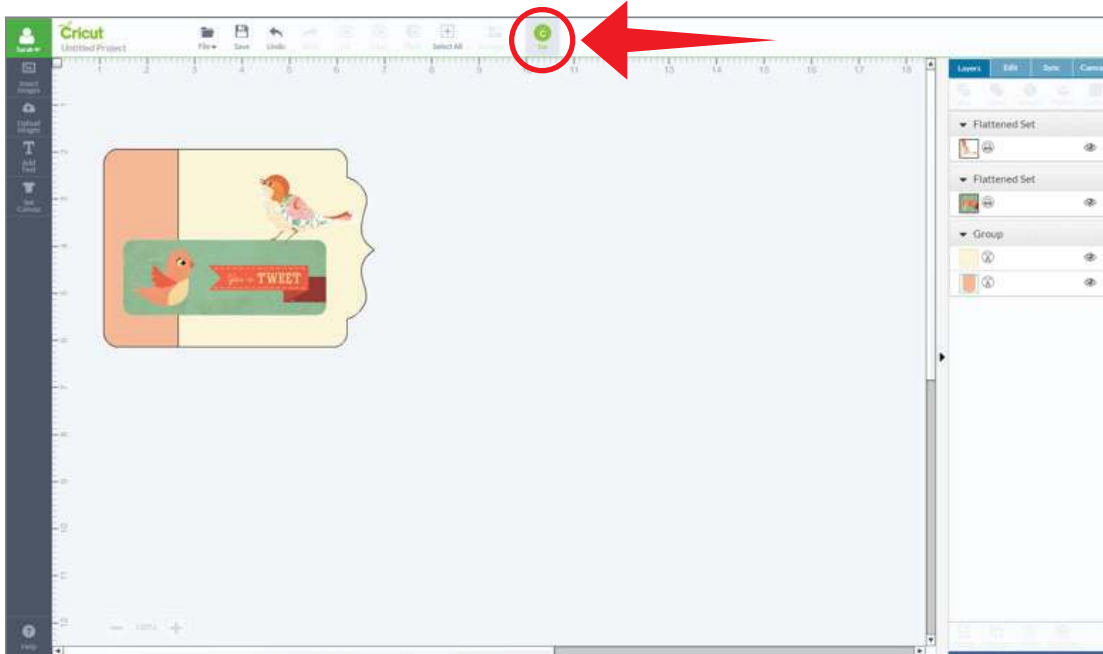
Step 2: The printable images appear in the mat preview with cut sensor marks placed around them. These sensor marks will be scanned by your Cricut Explore® machine to help it determine where to cut. Click "Print and Go" to begin the process.
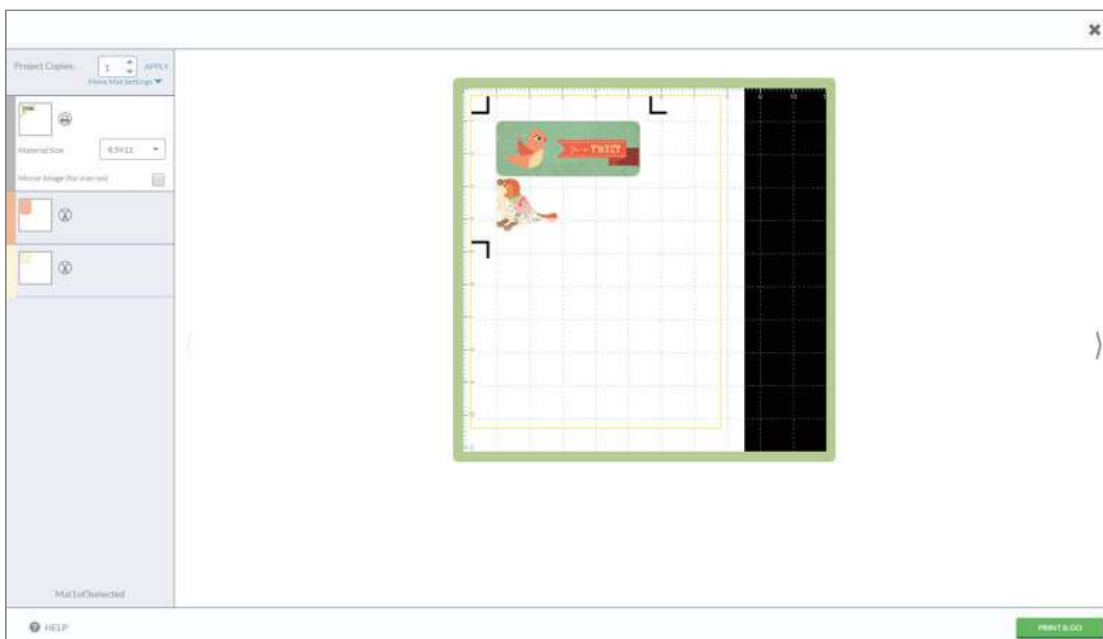
Completing your Print then Cut project

Tip: If you are not signed in, you will need to do so to continue.

Step 3: The print preview screen appears. Click "Print" and the image with the cut sensor marks will print on your home printer. (Each computer will vary slightly at this point, as it will reflect your computer's print settings.)
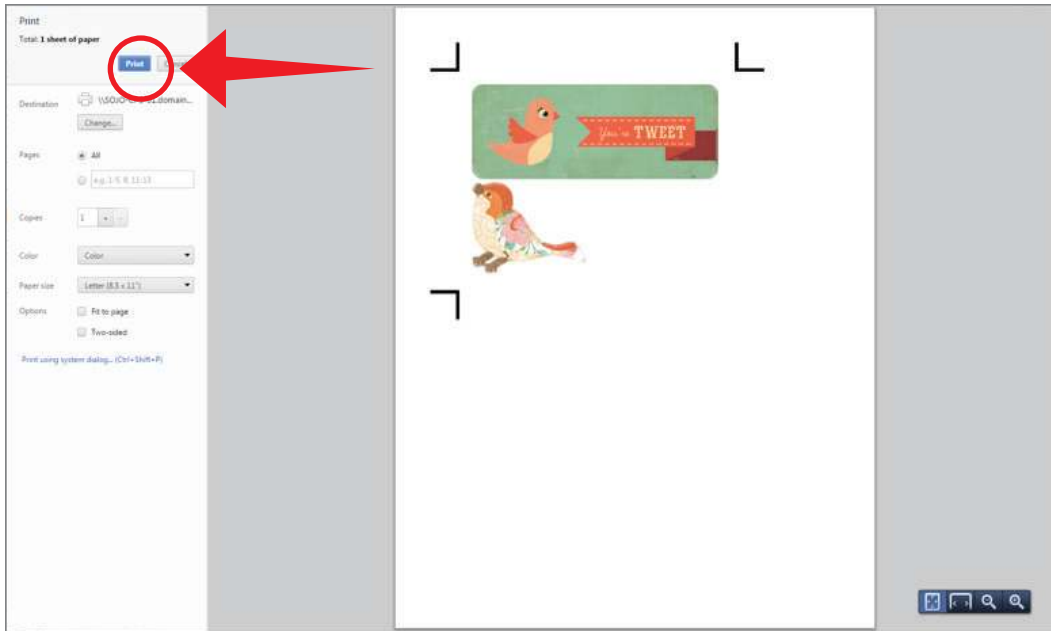
Tip: Make sure your printer is loaded with white material—paper, printable vinyl, printable fabric, etc.

Step 4: Place the printed material on your cutting mat as indicated in the cut preview. Load your mat into your Cricut Explore machine and watch as your image is cut with precision—it's like magic!

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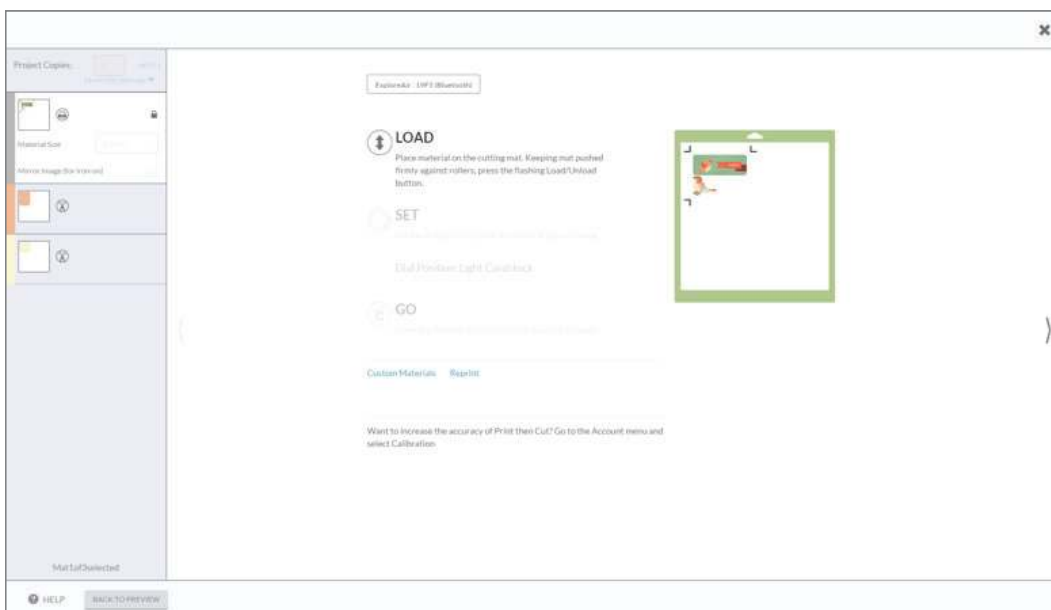
Image bleed

Each printable image is given a bleed by default. The bleed is a small border around each image that allows for more precise cutting. Although we recommend leaving it on for best cut results, you have the option to turn the bleed on or off once you've reached the mat preview.

Step 1: Click "More Mat Settings" in the upper left corner of the mat preview.
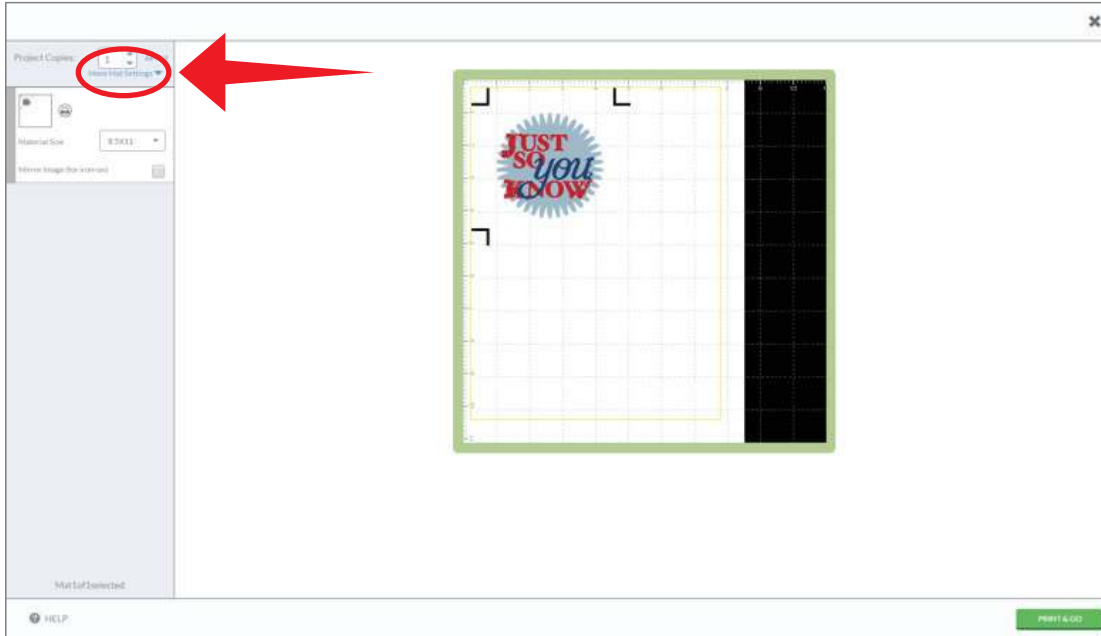
Step 2: Uncheck the box to turn to the bleed off. You will see the bleed disappear from around the image on the mat preview.
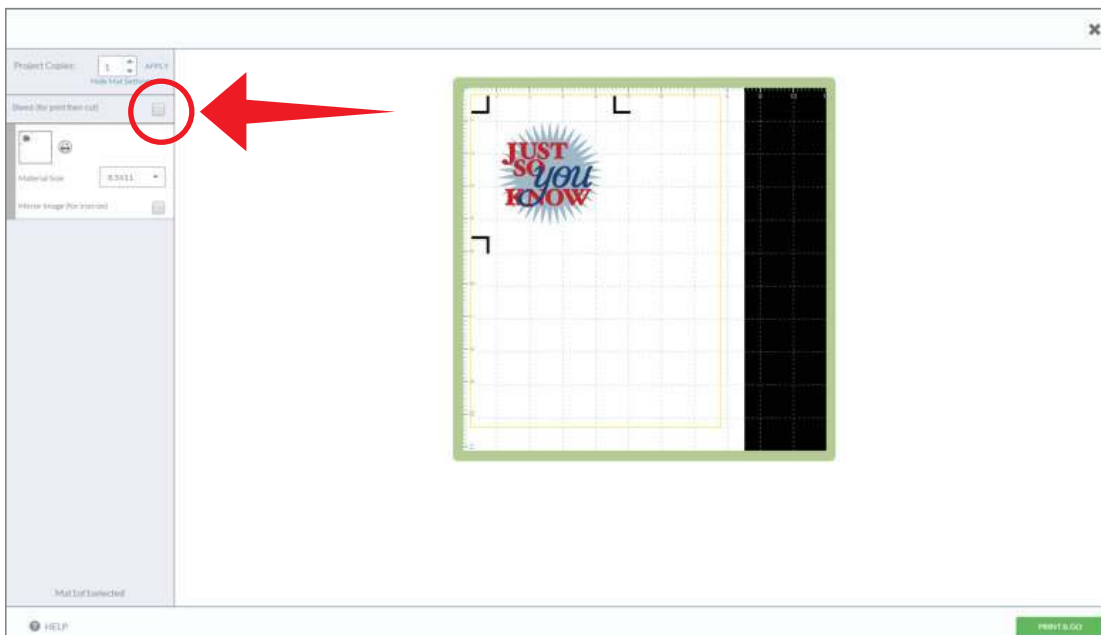
Image bleed

Step 3: Check the box to turn the bleed back on/off.
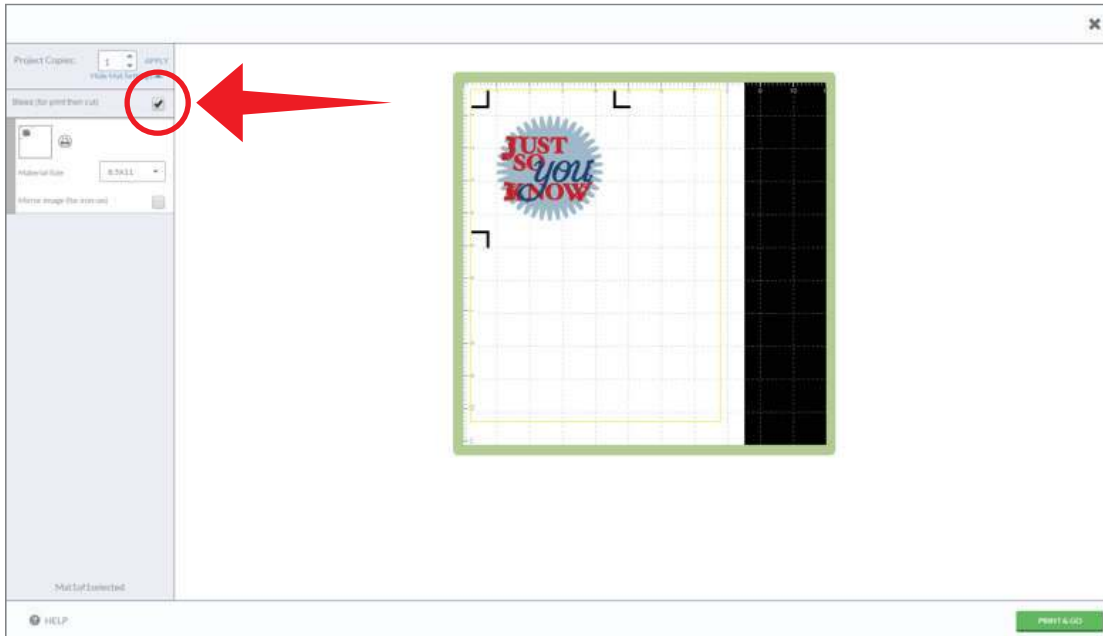
The bleed may make the printed image look fuzzy or distorted, but this border will be trimmed off in the cutting process, yielding a precisely cut image.

On the mat preview

Printed with bleed
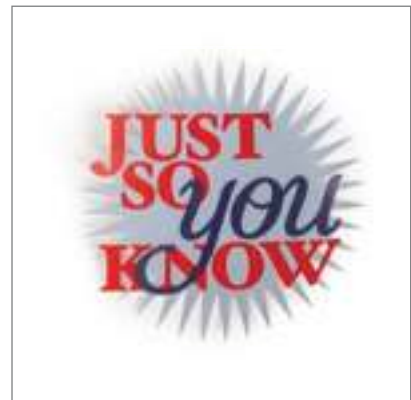
The final cut

Cricut | Explore™

Troubleshooting Print then Cut

Why isn't my machine reading the cut sensor marks?

There are several variables that can interfere with your Cricut Explore® machine's ability to read the cut sensor marks correctly in order to print then cut.

1. Lighting
   - Direct sunlight, overhead reading lamps, or other lighting directed toward your Cricut Explore® machine may interfere with the machine's sensors.

2. Material position
   - All printable materials must be placed in the top left corner of the cutting mat and applied smoothly. Incorrect mat placement or wrinkles in the material may interfere with reading the cut sensor marks.

3. Cutting mat
   - Verify that your Cricut® cutting mat has been placed under the mat guides, ensuring that the mat is positioned snugly against the machines rollers before pressing the Load/Unload button on the machine.
   - For best results, use a mat with few or no marks or smudges. A mat with smudges near the cut sensor marks may cause the Cricut Explore® machine to mistake the smudges for cut sensor marks.

4. Printable material
   - Colored materials or materials containing any kind of pattern may interfere with the cut sensor marks being read by the Cricut Explore® machine. Use 8 ½" x 11" white materials for all your Print then Cut projects.
   - Glossy paper may interfere with the machine's ability to read the cut sensor marks. We recommend using matte paper instead.
   - Any smudges that appear around the cut sensor marks on your printable material could cause the Cricut Explore® machine to mistake the smudges for cut sensor marks.

5. Debris on the cut sensor light
   - Your cut sensor light will need to be free of any debris. To clean the cut sensor light on your Cricut Explore® machine, sweep gently with a small, dry watercolor paintbrush.

6. Making adjustments to the print settings prior to printing
   - Changes made to your printer settings will affect the way your Cricut Explore® machine reads the cut sensor marks. Be sure to make any adjustments to your printer prior to printing from Cricut Design Space™.

7. Changing browsers
   - Avoid switching web browsers during project creation and completion. The entire process, from creating the project to the final print then cut, should all be done in the same browser to avoid error.
   - Note: Each web browser has different settings for printable area size. If you save a project in one browser and then later open it another, you may need to adjust the images' size according to the browser's printable area settings.

Troubleshooting Print then Cut

8. Printing to PDF
- Do not save your Print then Cut project as a PDF, as the size of cut sensor marks will be changed and can make them unreadable. Print then Cut images should be printed and cut in one flow. While you can save your Print then Cut project within Design Space® and come back to it, saving a Print then Cut image as a PDF and printing it outside the Design Space® flow will result in incorrectly sized cut sensor marks. For best results, print then cut your project in a single Design Space® session.

9. Printer type
- Laser printers use heat to melt the printer toner, whereas ink jet printers print with ink at room temperature. Cricut® printable materials are compatible with ink jet printers but cannot be used with laser printers, as the heat could melt them inside the printer and ruin it.

10. Sensor light not powering on
- When the machine is scanning for the cut sensor marks, the sensor light should automatically turn on. If for some reason the cut sensor light is not turning on when the machine is attempting to scan the cut sensor marks, try turning your machine off and powering back on. The carriage should move back and forth and the sensor light should turn on briefly during this time. If the sensor light still doesn't turn on, power the machine off. Push the accessory clamp (clamp A) and the blade clamp (clamp B) into the down position as if the machine were writing and cutting. If the sensor light turns on, power the machine back on and attempt the scanning process again. If the cut sensor light does not turn on when both Clamp A and Clamp B are in the down position and the machine is powered off, please contact Customer Care for assistance.

Adding Text

Cricut Design Space™ makes it easy to personalize your project using text and different fonts.

Step 1: Insert text onto the design screen by clicking "Add text," located on the left side of the design screen.
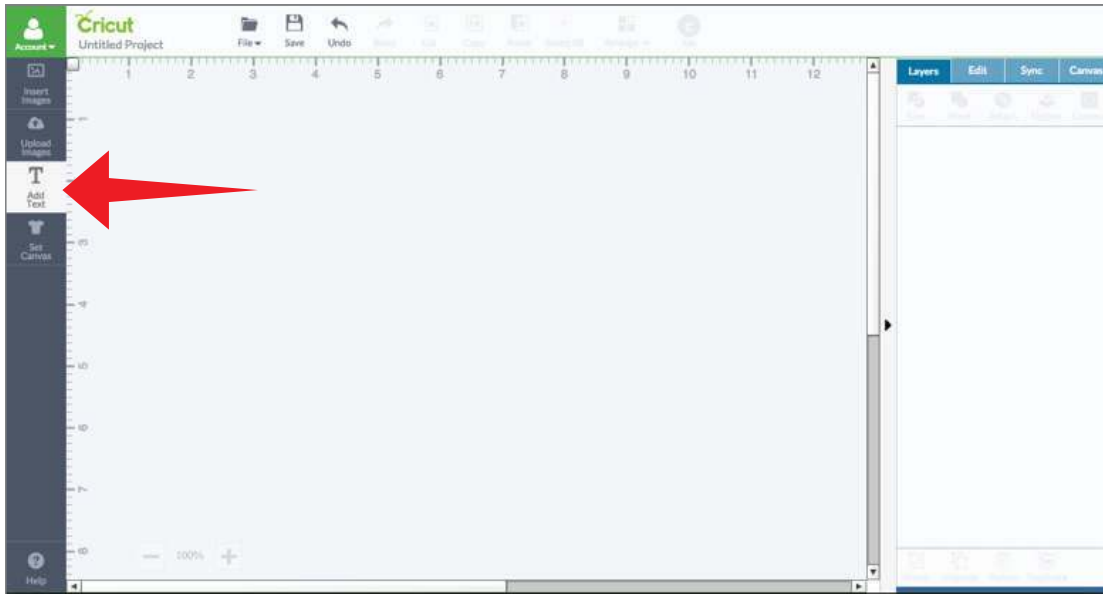
A blank text box with a text edit field will appear on the design screen.
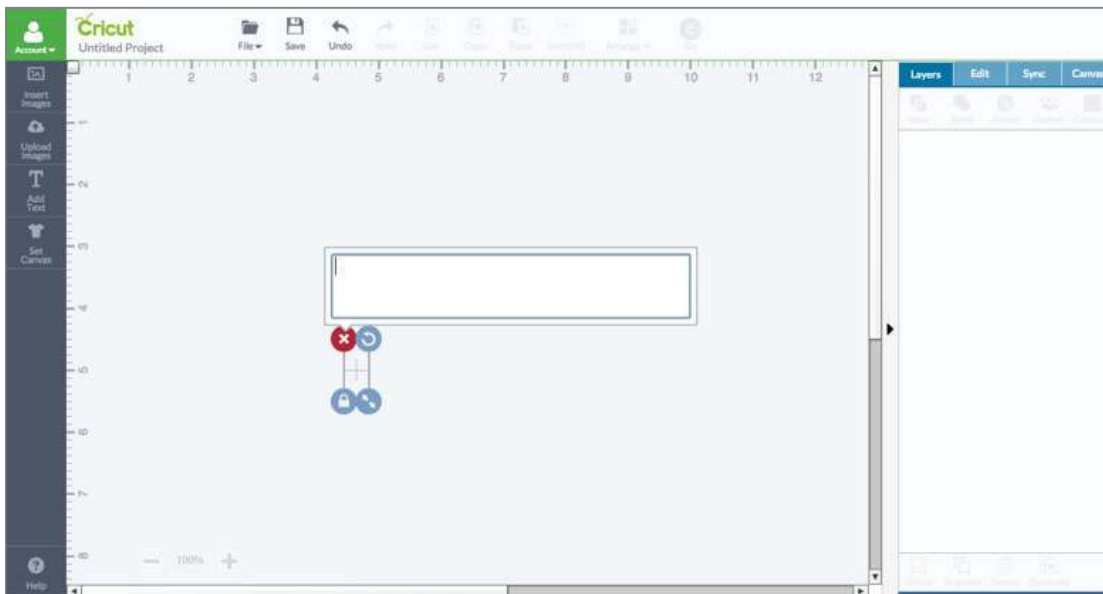
Adding Text

Step 2: Type your text into the text edit field and watch as it appear in the text box. Use the "Return" key if you want several lines of text.

Tip: In the Layers panel , the first few letters of the text represent the name of the group . In addition, the first letter of the text represents the individual layers.
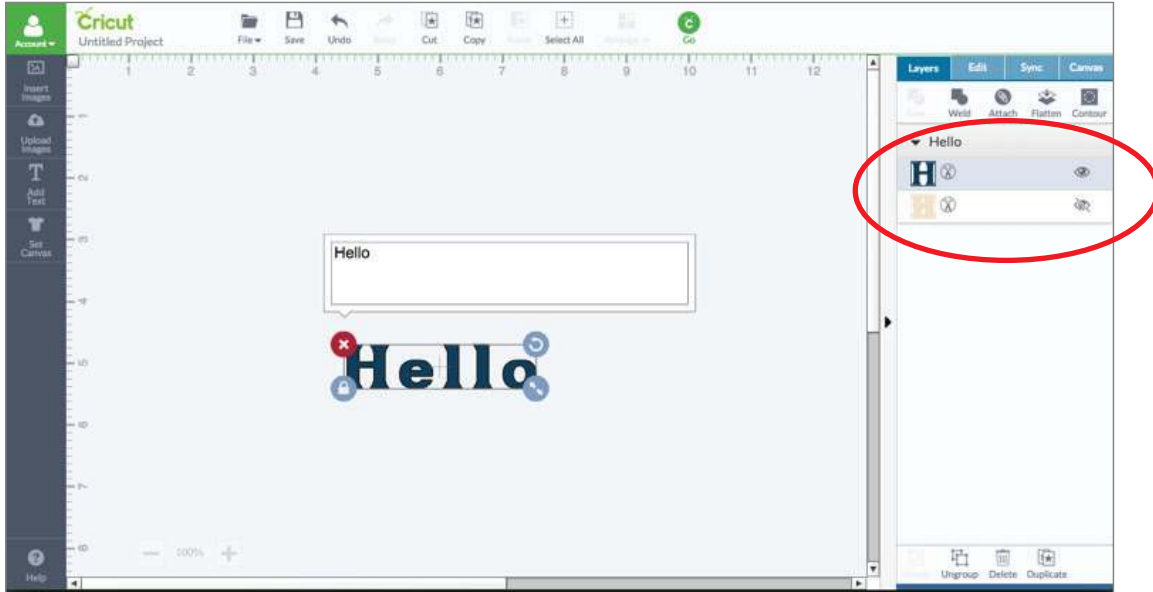
Step 3: Click outside the text edit field to close it. Now you can move, size, and rotate the text box.
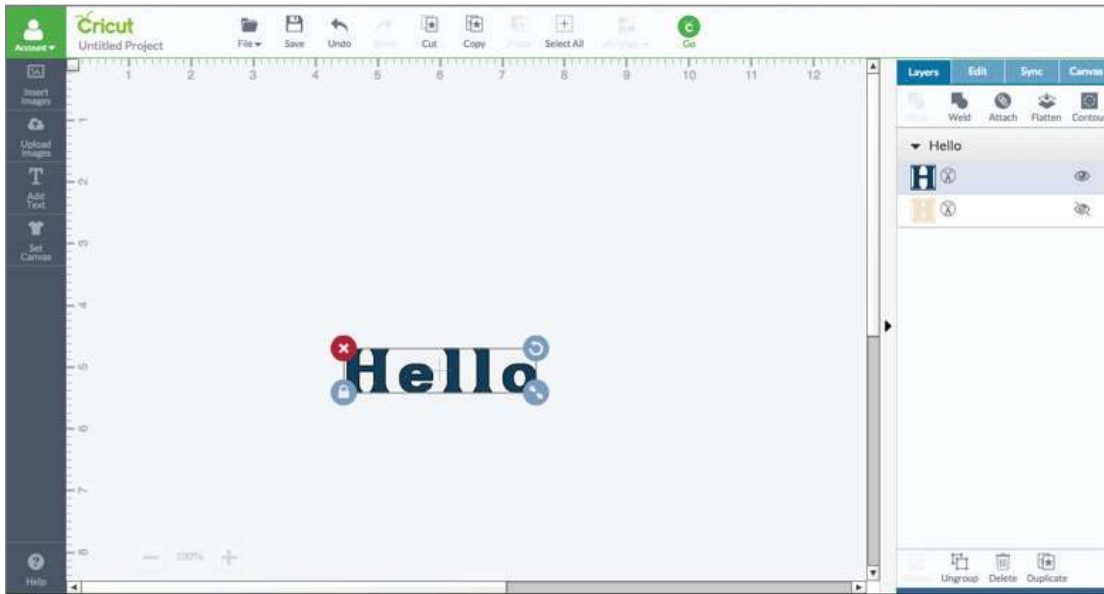
Adding Text

Step 4: To edit your text, select it by clicking the text and then click again to so that the text box appears.
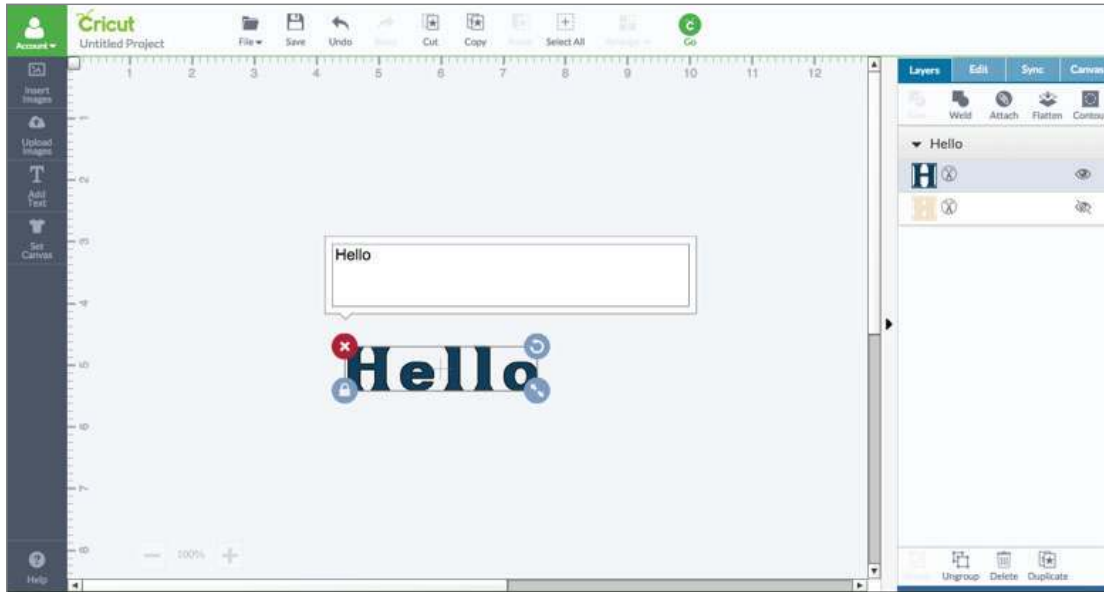
Text bounding box

The bounding box is the box that appears around your text when it is selected. Each corner of the bounding box allows you to make a quick edit.

Top left — delete the image
Top right — rotate the image
Bottom left — lock/unlock the image proportions
Bottom right — size the image
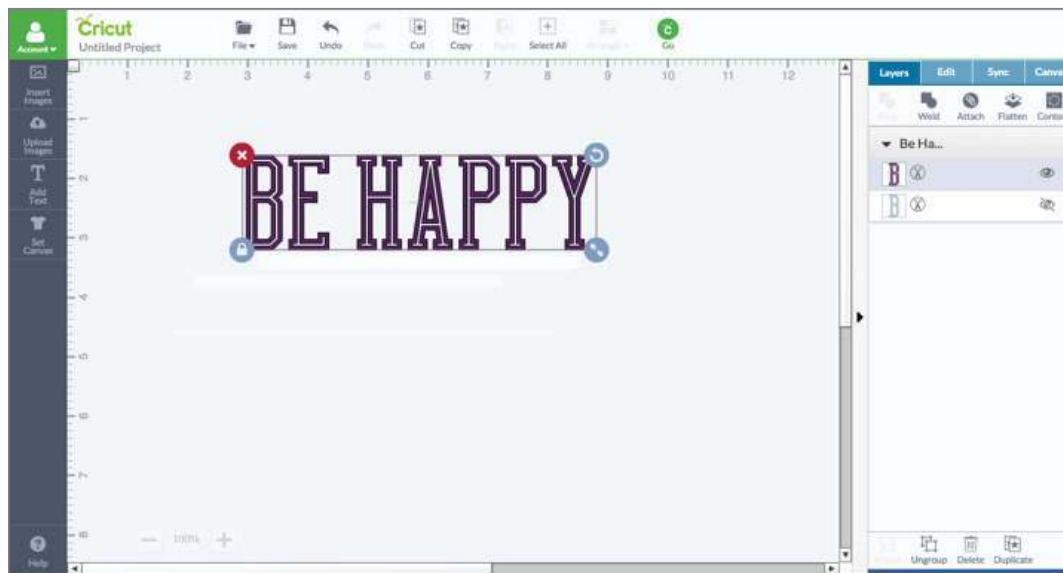
To view the bounding box, select the text by clicking on it.

Delete button — Remove the text from the design screen by clicking on the red "X" on the top left corner of the bounding box. The text will no longer appear on the design screen and will be deleted from the Layers Panel.
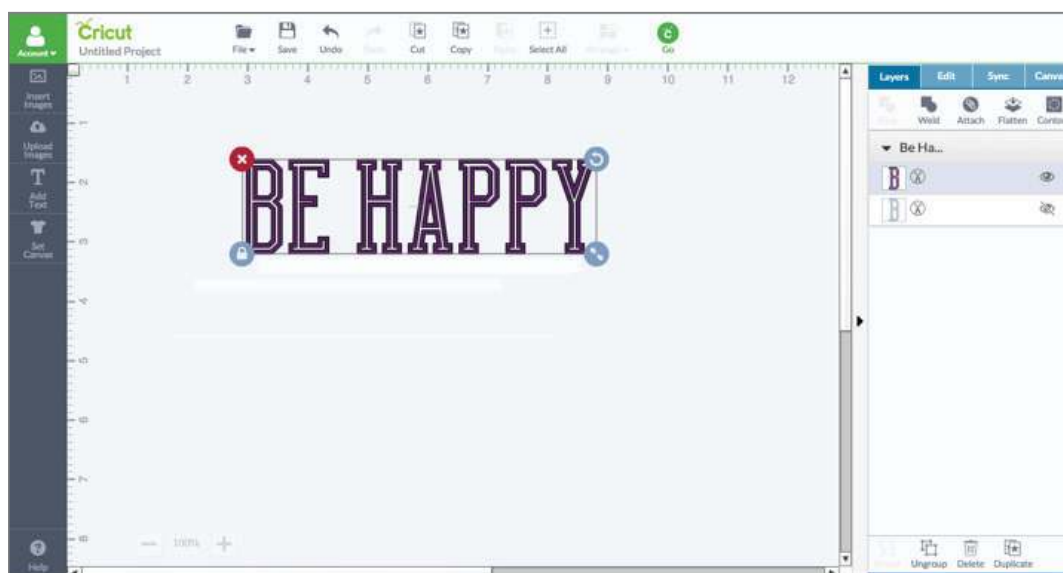
Text bounding box

Rotate handle — To rotate the text, click and hold the circular arrow icon on the top right corner of the bounding box and drag it in any direction. As you make changes, the text rotation will be reflected in the gray angle indicator near the image.
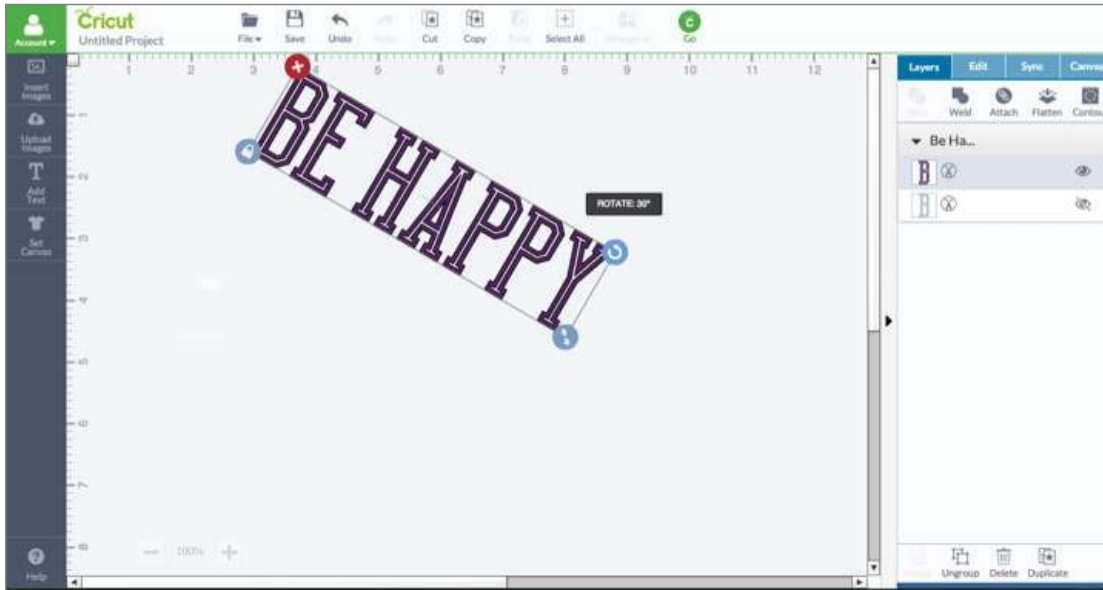
Tip: Image rotations on the design screen are for visualization only and will not be reflected on the mat preview unless you attach the rotated image to another layer. If you would like to rotate your image for cutting, do so on the mat preview.

Tip: When you hold the Shift key while rotating your text, it will rotate in 45 degree increments.

Text bounding box

Locked proportions — The closed lock icon on the bottom left corner of the bounding box indicates you will change the width and height at a constant ratio, keeping the text proportional.

Size (locked proportions) — To size the text with locked proportions, click and hold the resize handle (a blue double arrow icon on the bottom right corner of the bounding box) and drag it diagonally. While you are dragging the resize handle, a size indicator appears near the image.
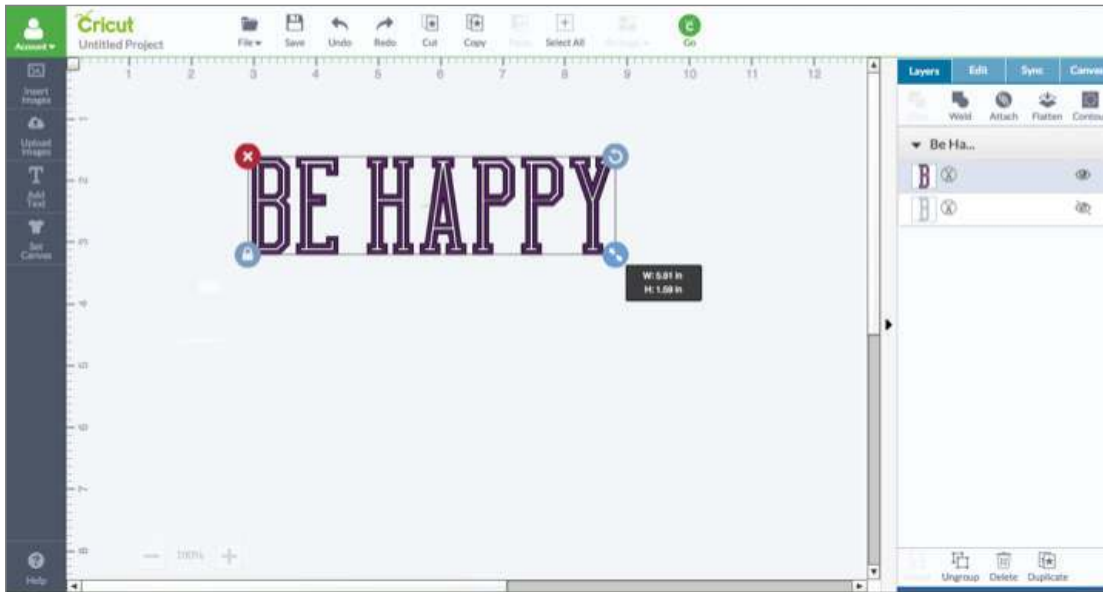
Text bounding box

Unlocked proportions — If you wish to unlock the aspect ratio, click the aspect ratio lock. Unlocking the aspect ratio allows you to freely resize the image without keeping the width and height in proportion.

Size (unlocked proportions) — To size the text with unlocked proportions, click and hold the green compass icon on the bottom right corner of the bounding box and drag in any direction. Dragging the icon directly left or right changes only the width. Dragging the icon up and down to changes only the height. You also can drag the icon diagonally to change that height and width at the same time without holding a constant size ratio.
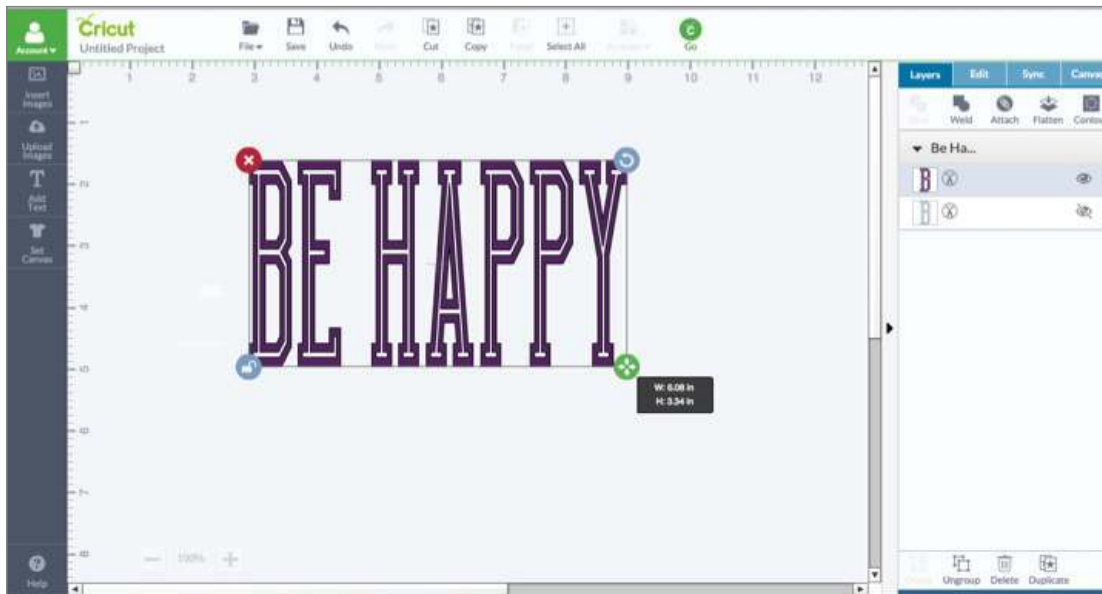
Grouping/Ungrouping Text Overview

Text is added to a text box as a group and the groupings vary based on the number of layers in the font. Some fonts are single layered. These fonts show up as a single layer thumbnail in the Layers panel. Each letter is grouped with the other letters in the text box.
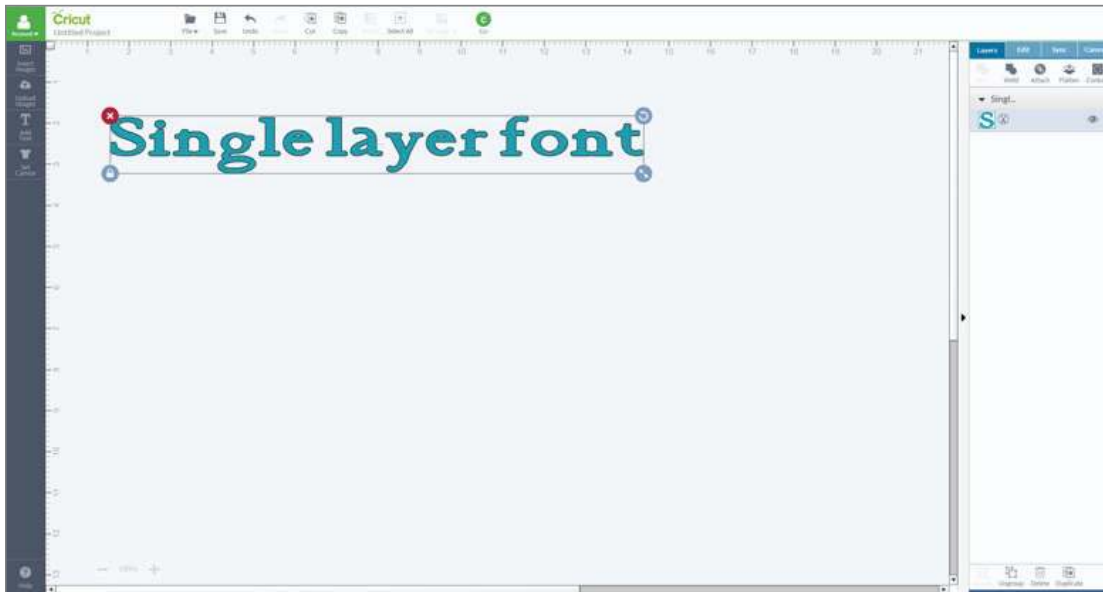
Other fonts are multi-layered. These fonts are grouped twice: layers are grouped and letters within the text box are grouped. In the Layers panel, each layer of these fonts has as its own layer thumbnail.
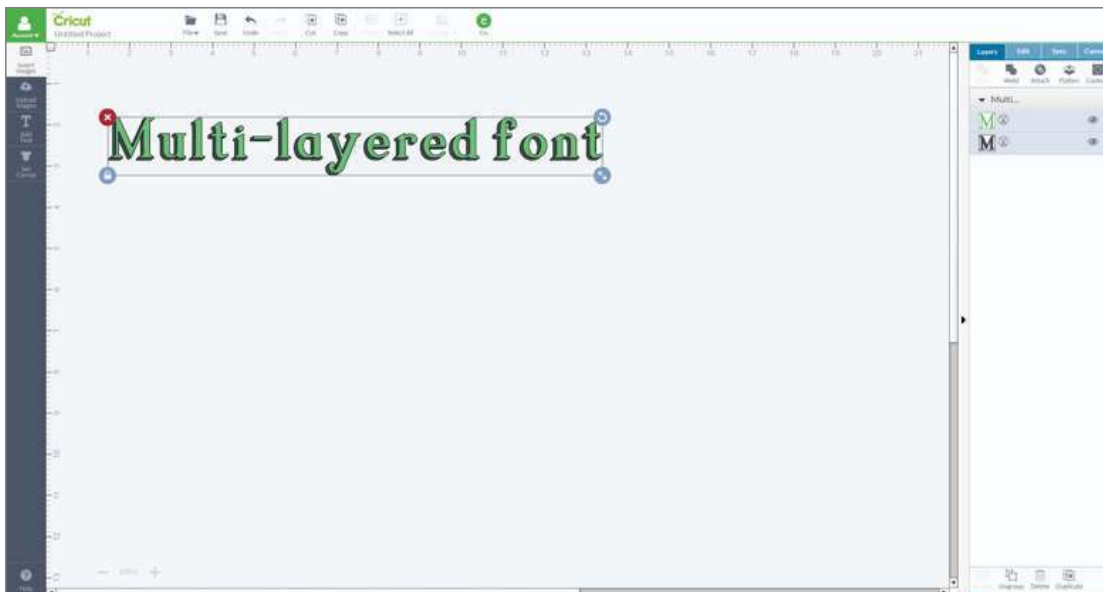
Grouping/Ungrouping Text Overview

Text groups allow you to move, size, and rotate text as a single object. If you wish to work with text layers or letters individually, you can ungroup them with these tools:

- • Ungroup,
- • Distribute Letters to Layers, and
- • Isolate Letters.

Using any one of these tools helps you make changes to the text by converting it into an image; however, the text will no longer be editable by typing in the text edit field.

Tools located in the Layers panel

Ungroup (multi-layered text) — Separates layers but keeps letters grouped.

Ungroup (single-layered text) — Separates text into individual letters.

Tools located in the Text Edit panel

Distribute Letters to Layers — Separates layers but keeps letters grouped, only works on multi-layered text

Isolate Letters (multi-layered text) — Separates letters but keeps layers grouped.

Isolate letters (single-layered text) — Separates text into individual letters.

Separating letters of single-layer text

Refine the design of your project by separating the letters of single-layer text so you can work with each letter individually.

Step 1: Click on the text to select it on the design screen.
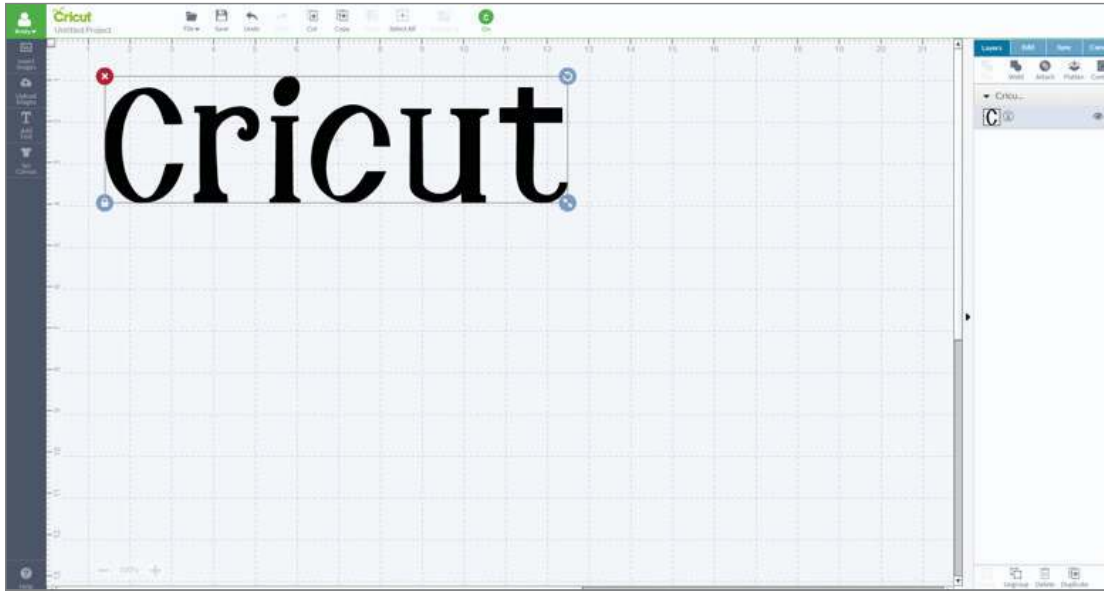
Step 2: Click either "Ungroup" on the Layers panel or "Isolate letters" on the Edit panel. When working with single-layer text, both tools perform the same function. The letters of the group are separated and converted to an image.
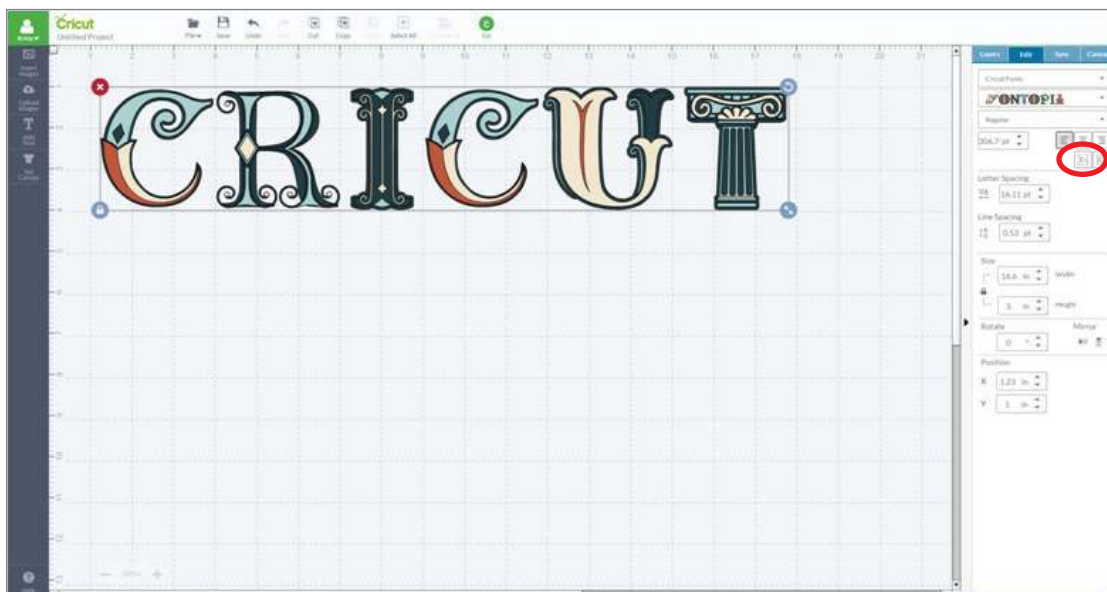

Layers panel—Ungroup

Separating letters of single-layer text

Edit panel—Isolate Letters
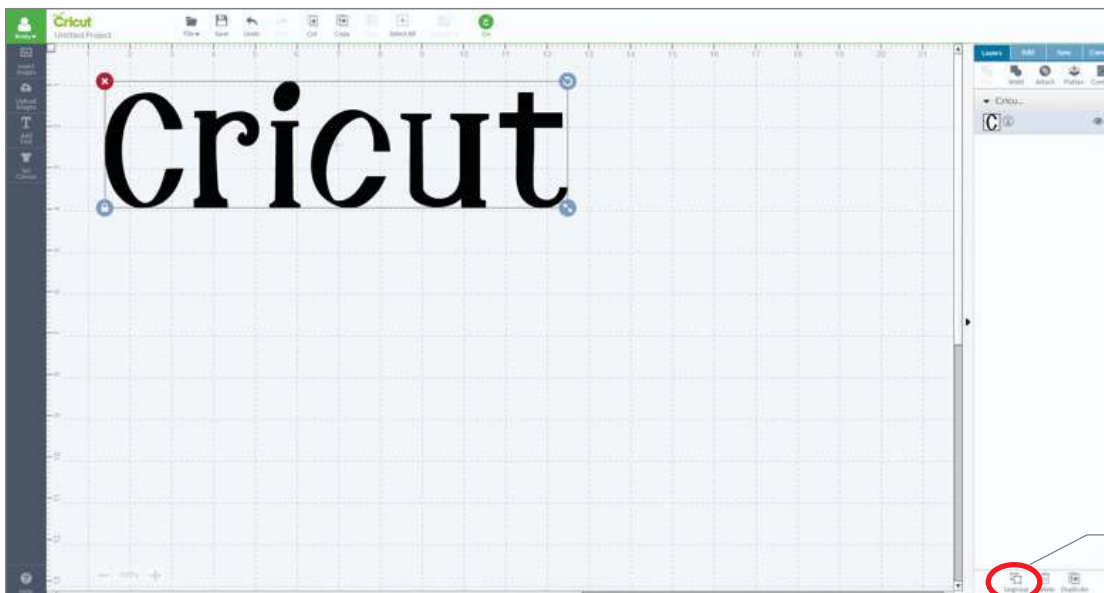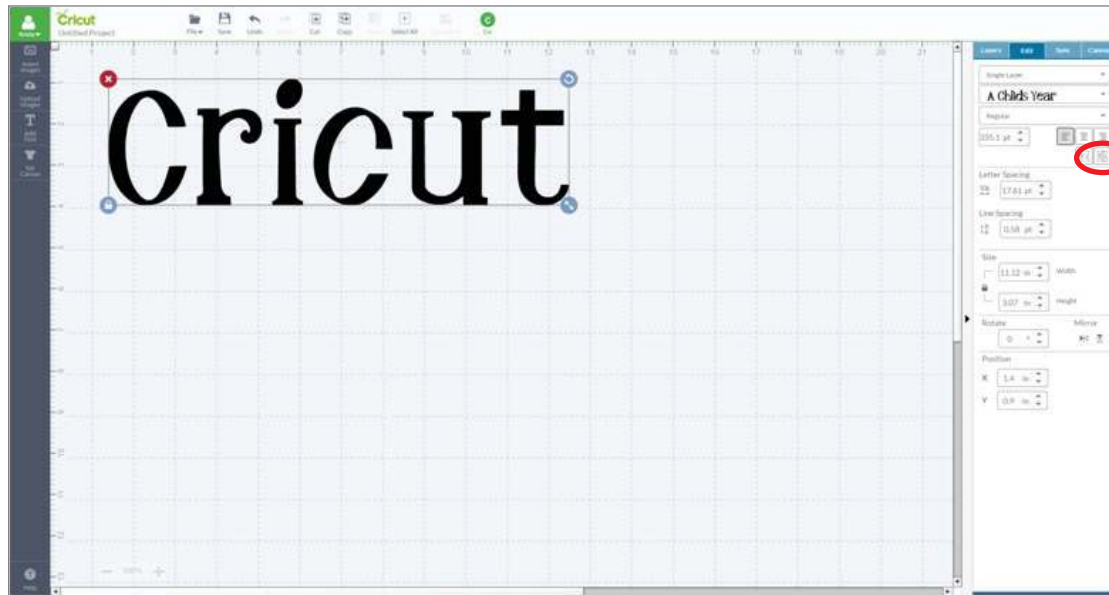
Step 3: Each letter appears in the Layers panel as a separate image. The letters can be moved and edited individually.
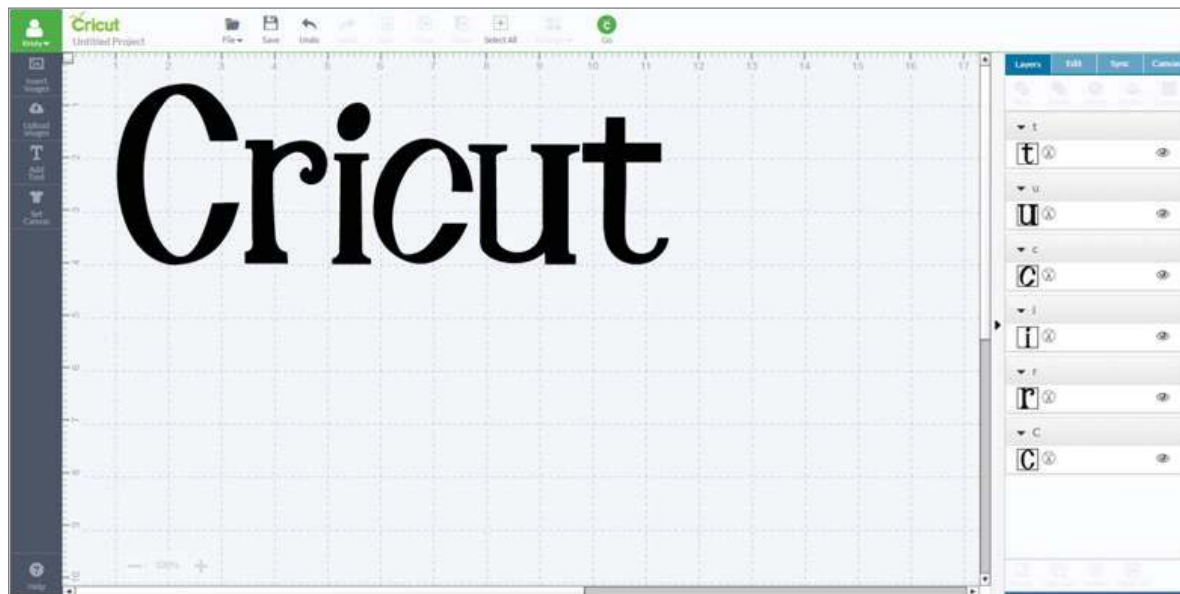
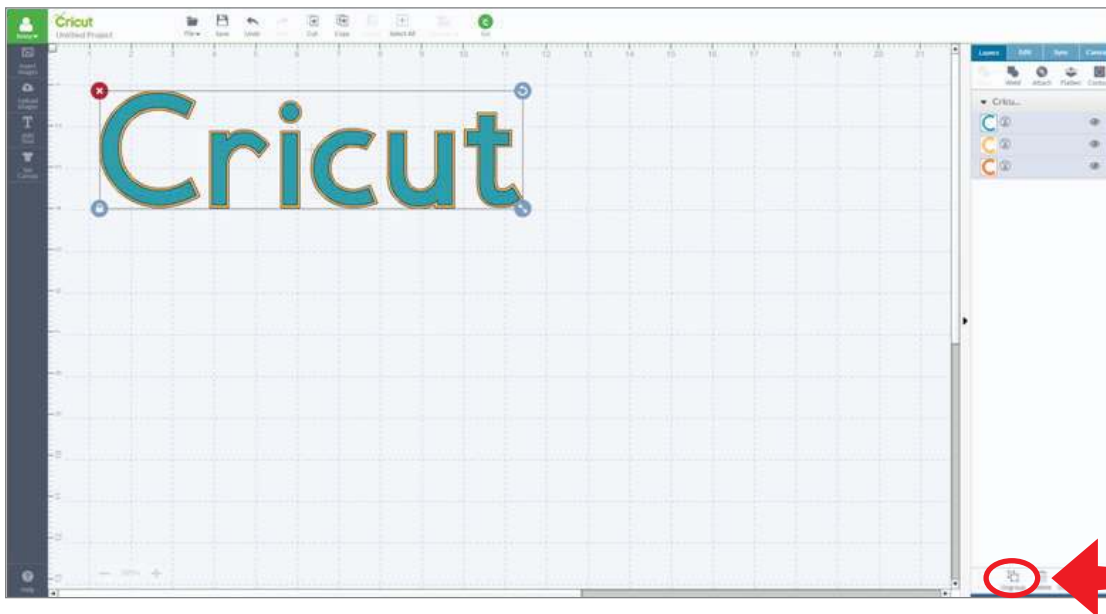# Separating layers of multi-layered text

Refine the design of your project by separating the layers of multi-layered text so you can work with each layer individually while keeping the letters grouped.

Step 1. Click on the text to select it on the design screen.
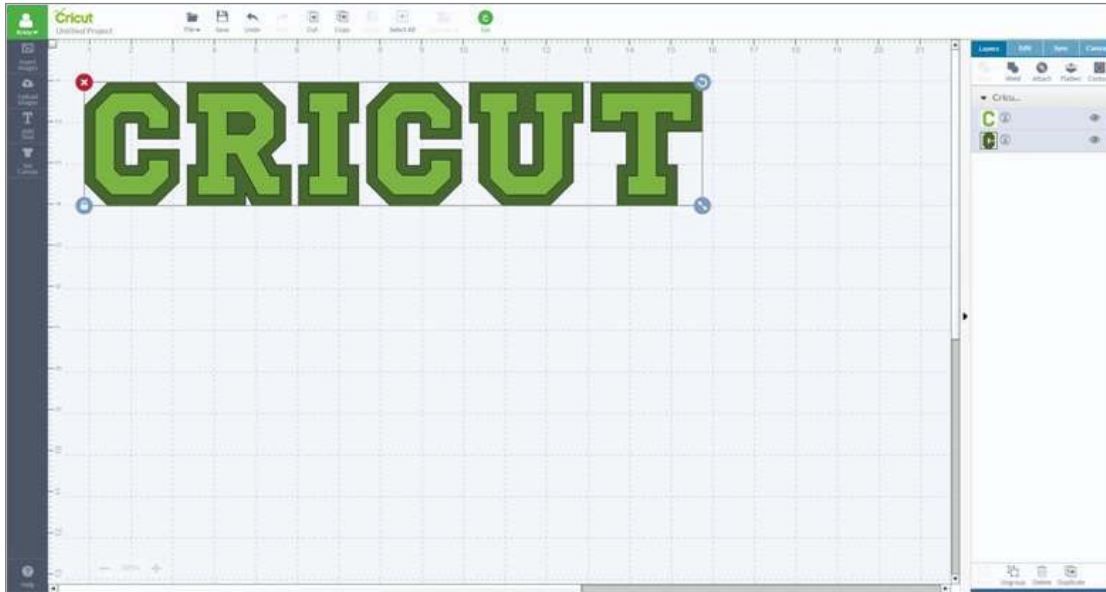
Step 2. Click either "Ungroup" on the Layers panel or "Distribute letters to layers" on the edit panel. Both tools in this case perform the same function. The layers of the group are separated and converted to an image, but the letters of each layer remain grouped.
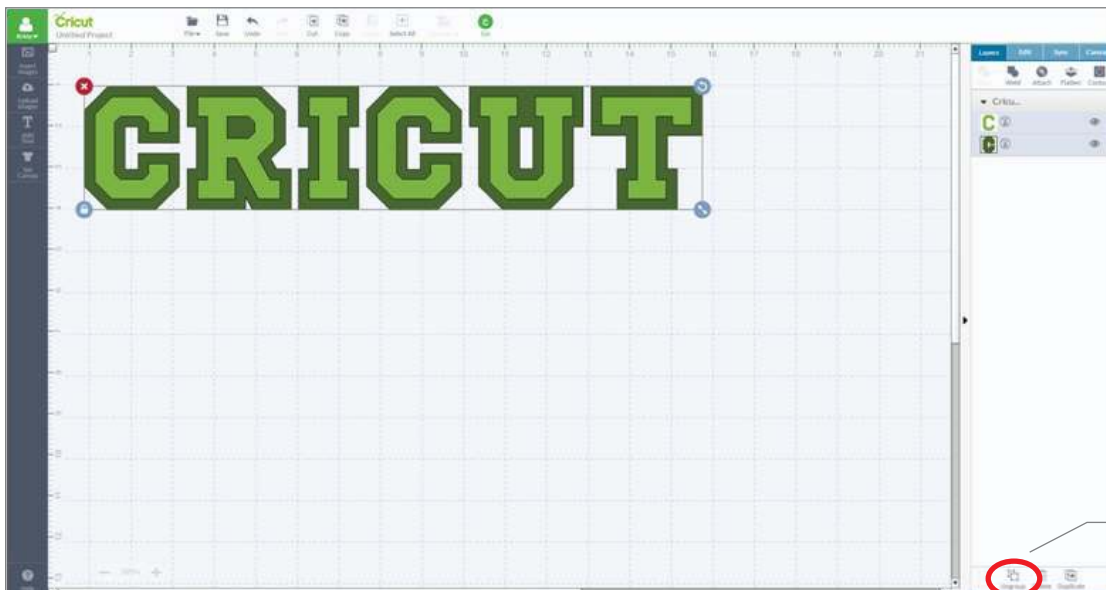
Layers panel—Ungroup

Separating layers of multi-layered text
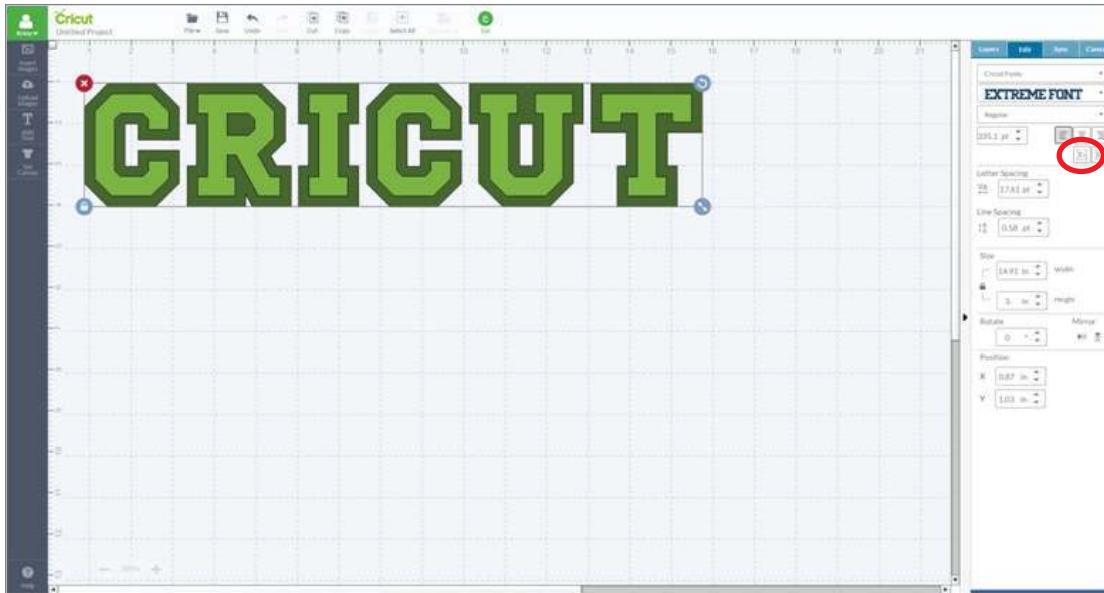
Edit panel–
Distribute Letters
to Layers

Step 3. Each layer appears in the Layers panel as a separate image. The layer groups, each with all their letters, now can be moved, sized, and rotated individually.
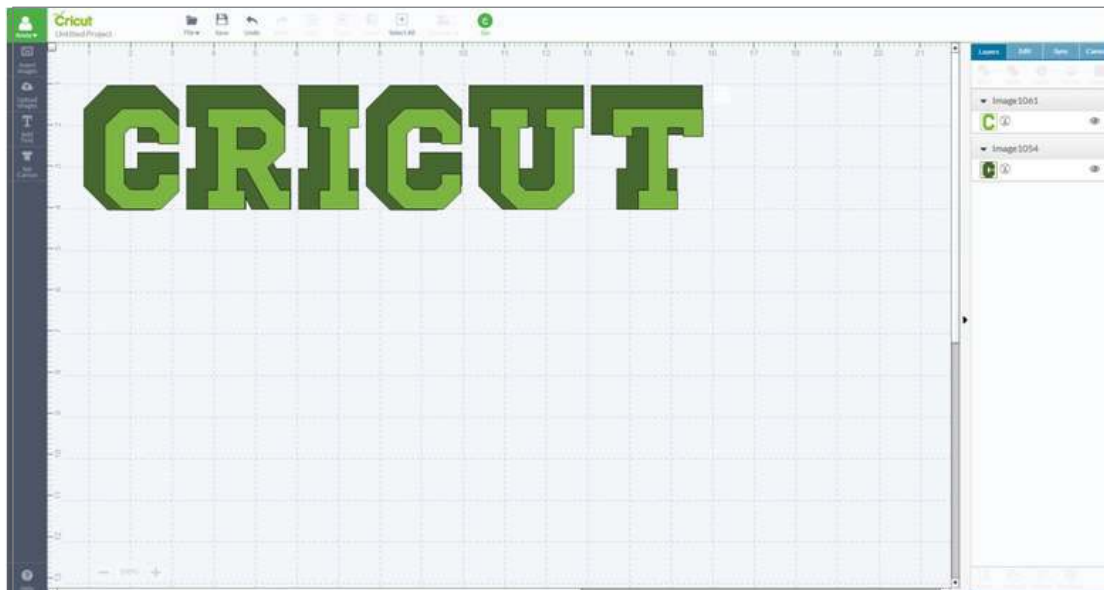
Separating letters of multi-layered text

Refine the design of your project by separating the letters of multi-layered text so you can work with each letter individually while keeping the layers grouped.

Step 1. Click on the text to select it on the design screen.
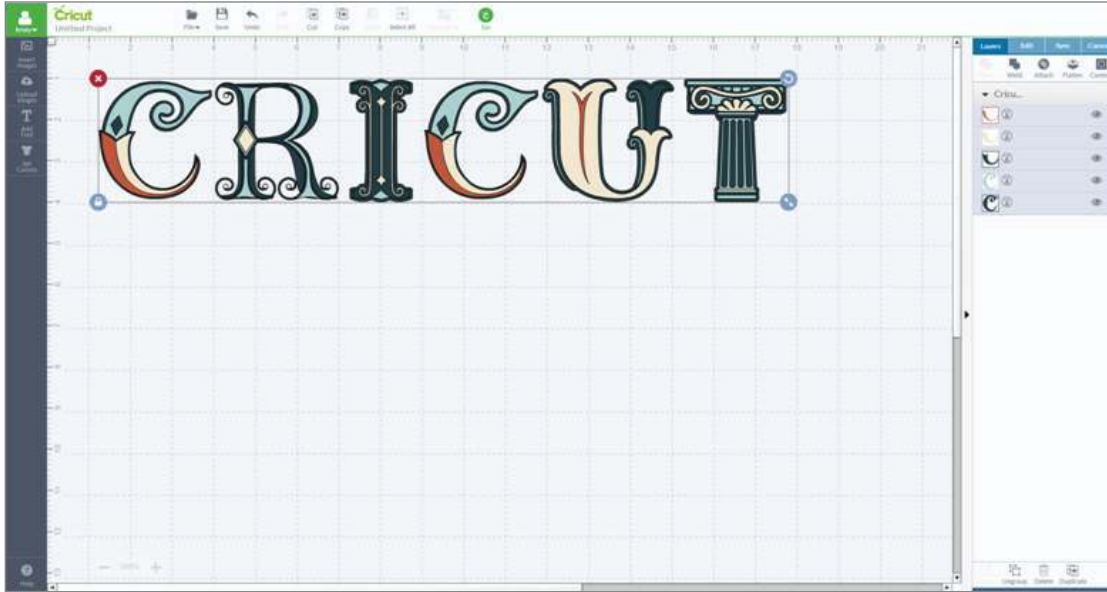
Step 2. Click "Isolate letters" on the Edit panel. The letters of the group are separated, and converted to an image, but the layers of each letter will remain grouped.

Separating letters of multi-layered text

Step 3. In the Layers panel, the letters are still grouped with their layers. The letters, each with all their layers, now can be moved, sized, and rotated individually.
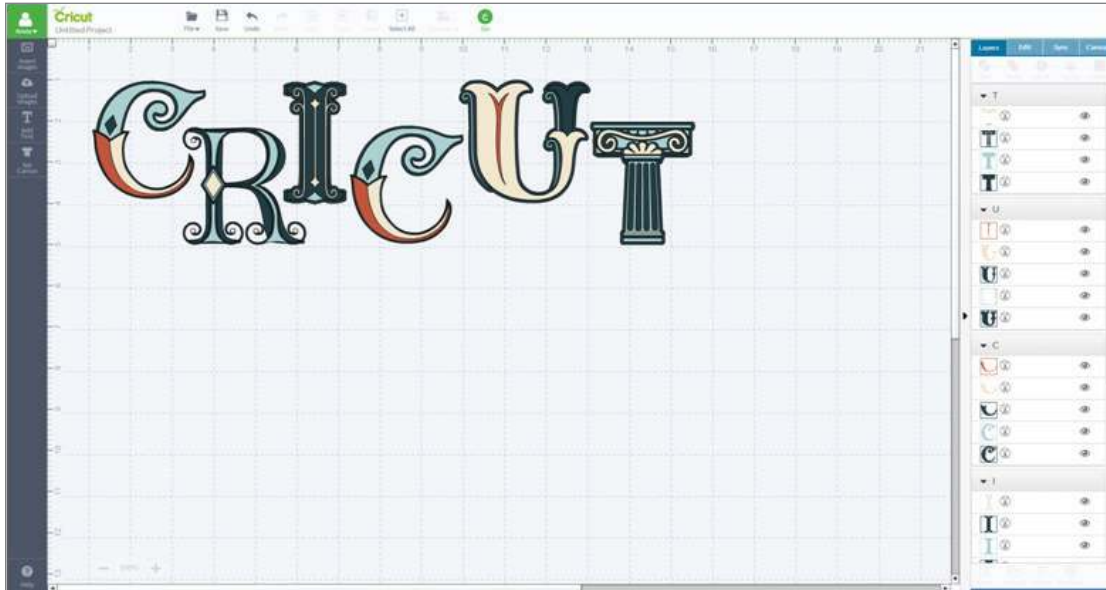
Separating both letters and layers of multi-layered text

Refine the design of your project by separating both the letters and the layers of multi-layered text so you can work with both individual letters and the individual layers of those letters.

Step 1. Click on the text to select it on the design screen.
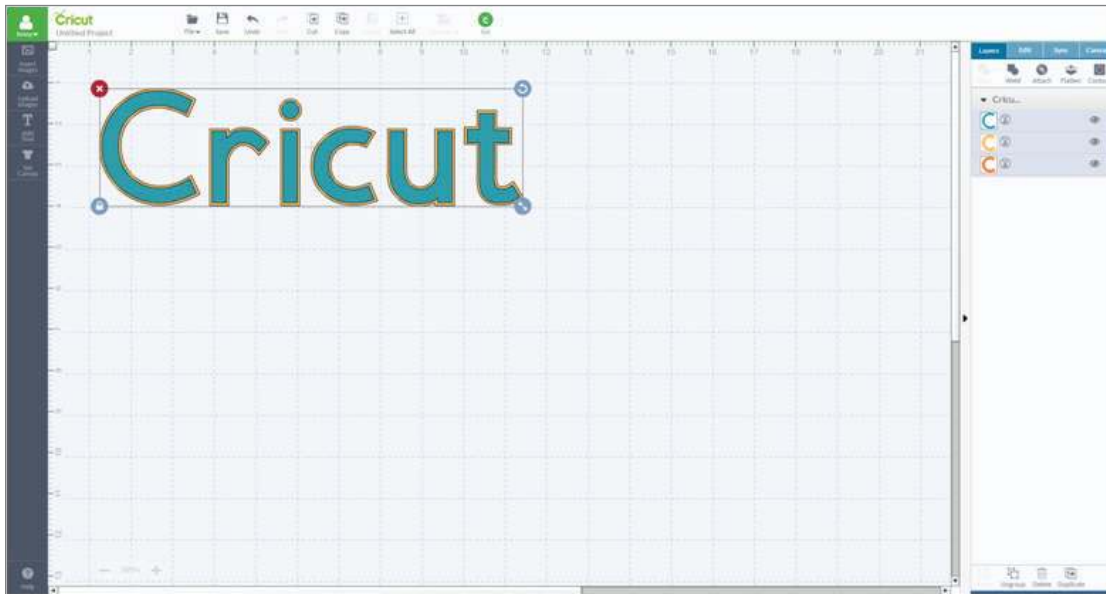
Step 2. Click "Ungroup" on the Layers panel to separate layers. Letters will still be grouped.

Separating both letters and layers of multi-layered text

Step 3. The word is converted to an image. Each layer now appears in the Layers panel as a separate image. The layer groups, each with all their letters, now can be moved, sized, and rotated individually.
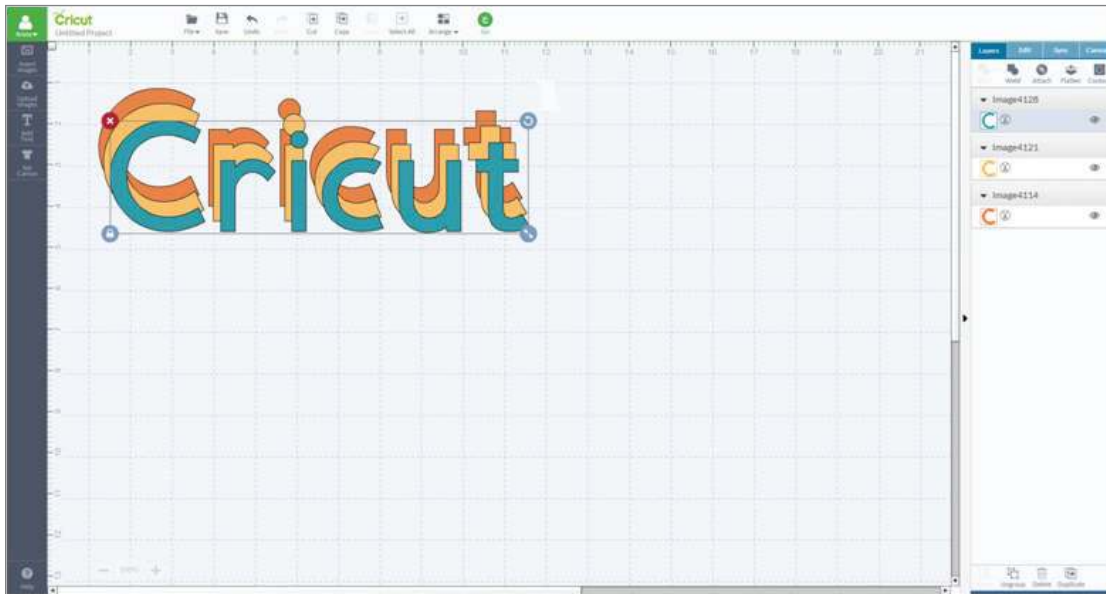
Step 4. Select a layer group and click "Ungroup" on the Layers panel. The letters of the selected layer are separated and each letter is shown as a separate image in the Layers panel.
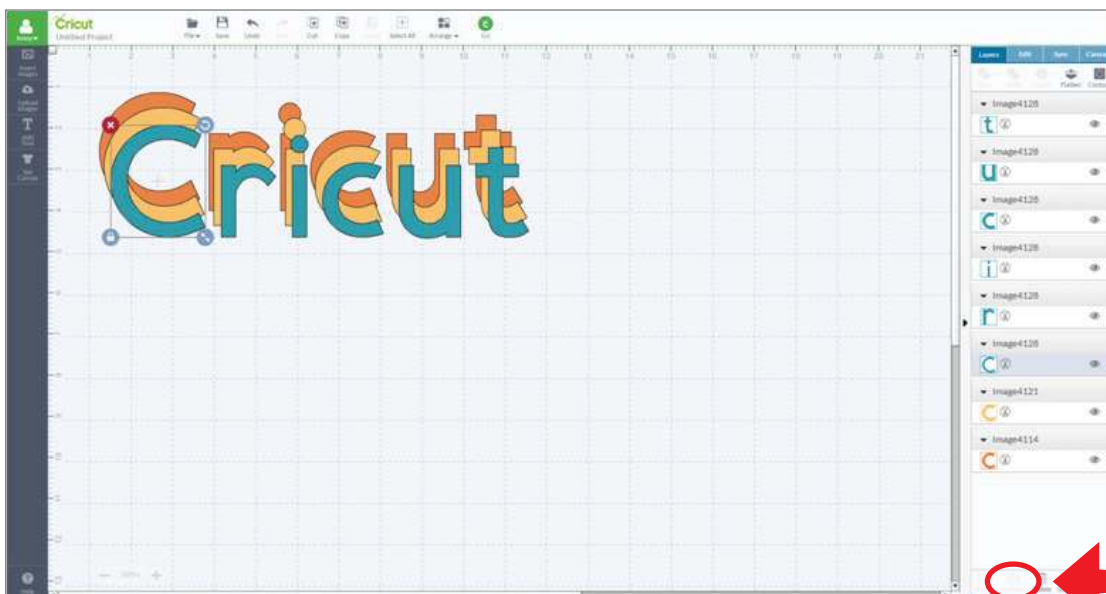
Separating both letters and layers
of multi-layered text

Step 5. Repeat the process to ungroup the letters of for any remaining layer groups.
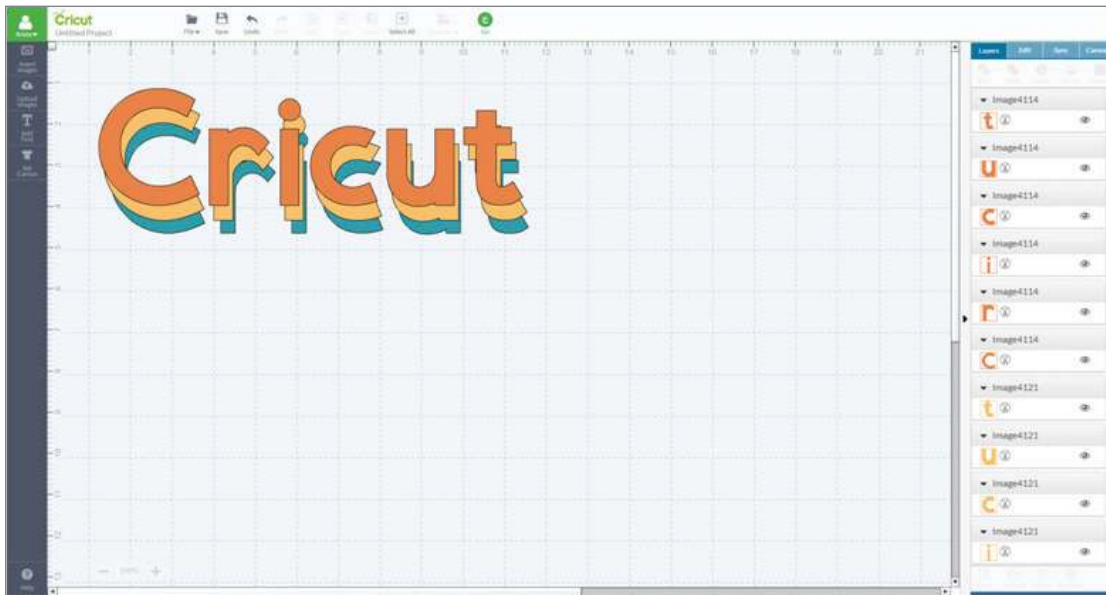
Step 6. All letters and layers are separated. Each letter and layer of the letter is shown as a separate image in the Layers panel. Letters and layers can be edited individually.
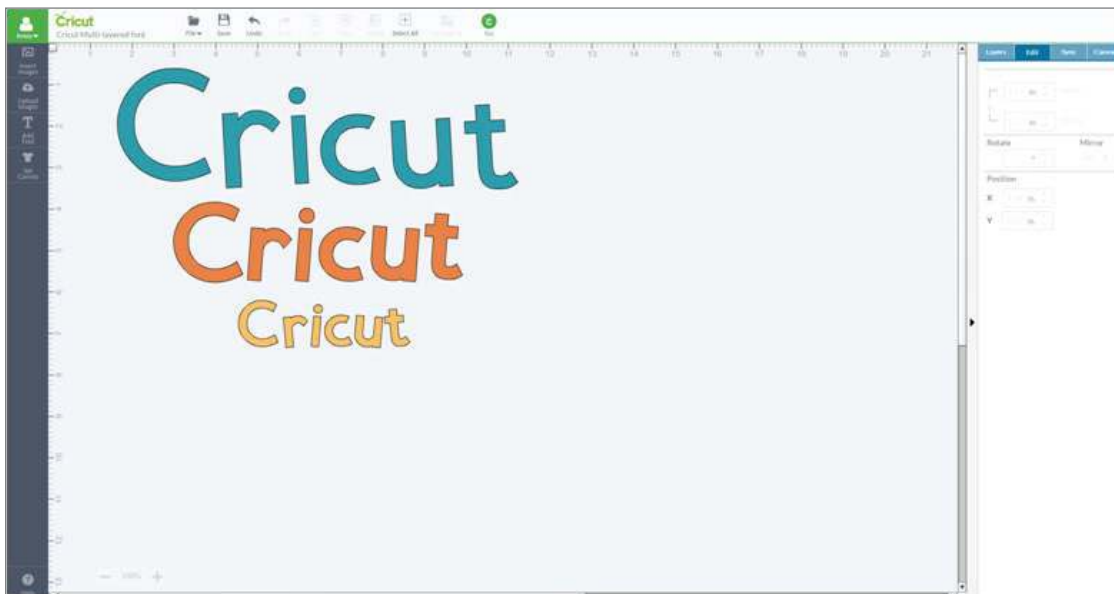
Welding Text

The Weld tool joins multiple shapes to create a single customized image, removing any overlapping cut lines. This can be a great way to keep the letters of a word connected for easy assembly.

There are two ways to weld text together to create a single word.
- Decreasing letter spacing to cause letters to overlap
- Moving individual letters to overlap

Option 1: Decrease letter spacing to weld text

Step 1: Add your text to the design screen, and the select the text layer(s) so that the bounding box appears.

Welding Text

**Step 2:** Click on the Edit tab to view the Edit panel.

Step 3: Use the Letter Spacing tool to decrease the space between letters. Enter a specific number in the Letter Spacing field or click the down arrow to decrease spacing by 1pt increments. Continue to decrease the spacing until the letters are overlapping.


Tip: If you are working with multi-layered images, hide the layer you don't want included in the final welded image. The hidden layer will disappear once the text is welded together.

Welding Text

Step 4: Click the Layers tab to view the Layers panel.

Step 5: Click "Weld" on the Layers panel and the images will be merged together. Wherever cut paths have intersected, only the exterior cut path will remain.
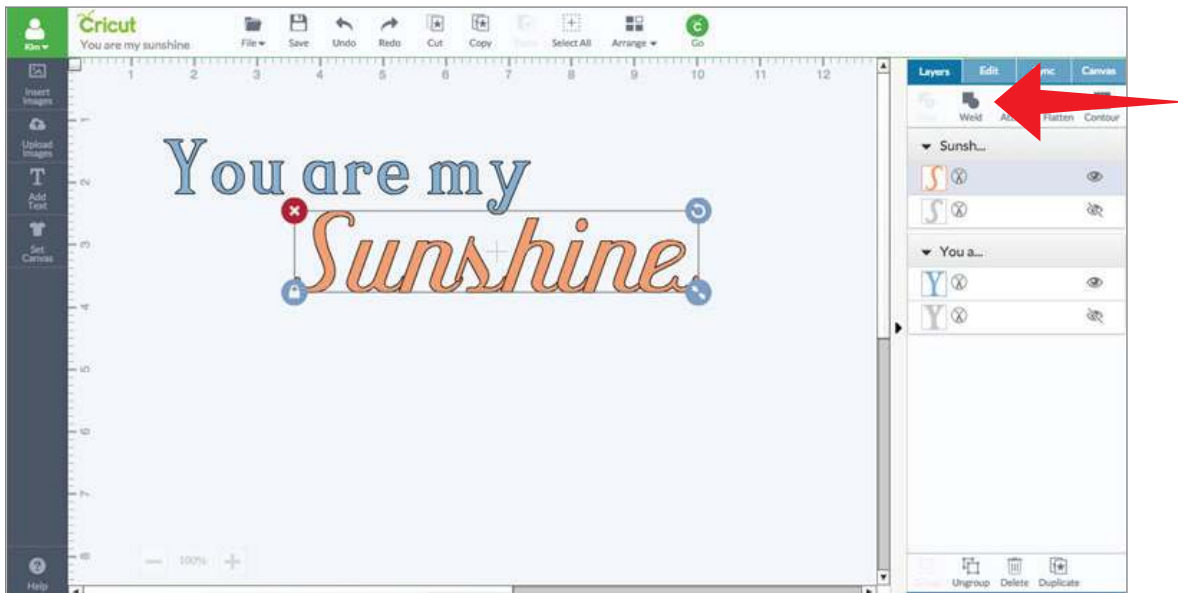
Welding Text

Step 6: You will know that your text is welded when it coverts to a single-layer image, and the new image will appears as a Welded Image on the Layers panel. Edit the text as desired.
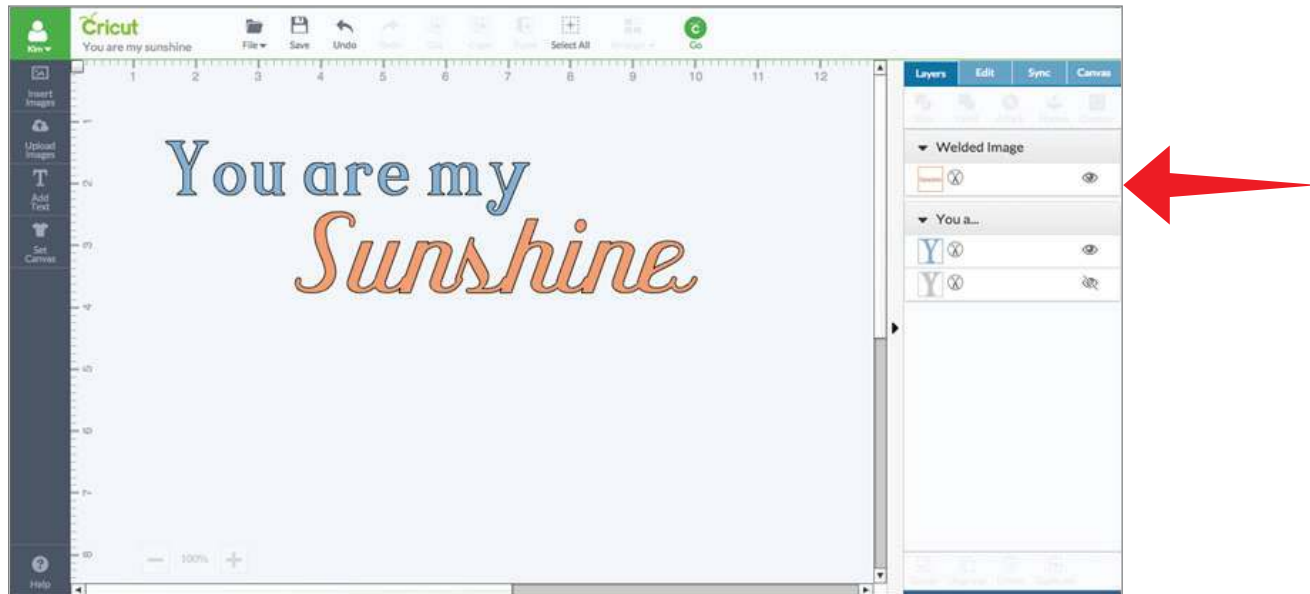
Option 2: Move individual letters to weld text

Step 1: Add your text to the design screen, and the select the text box so that the bounding box appears.
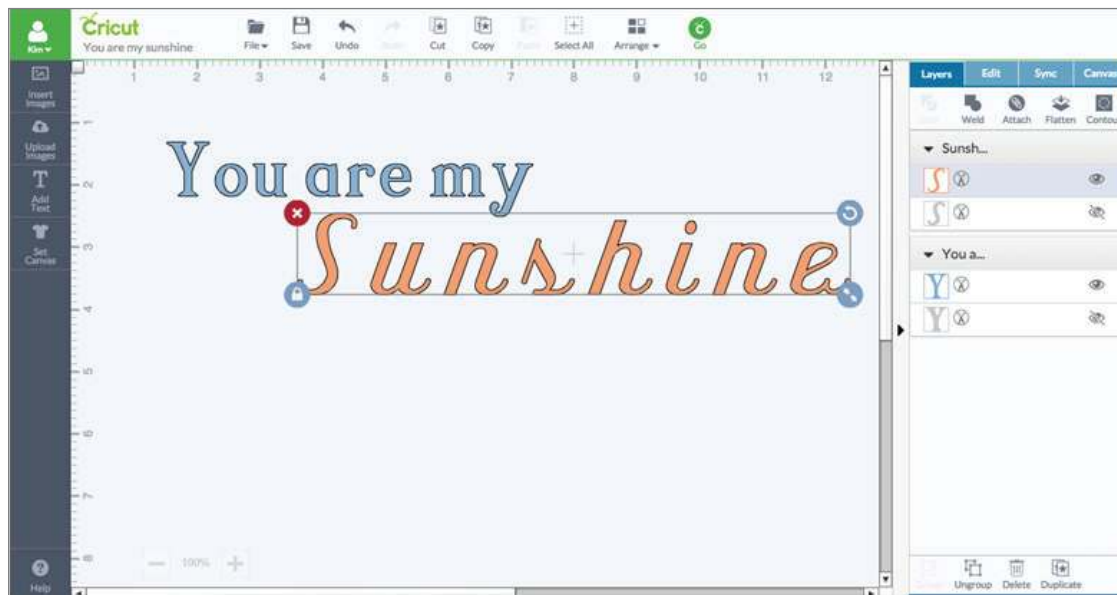
Welding Text

Step 2: Click on the Edit tab to view the Edit panel.
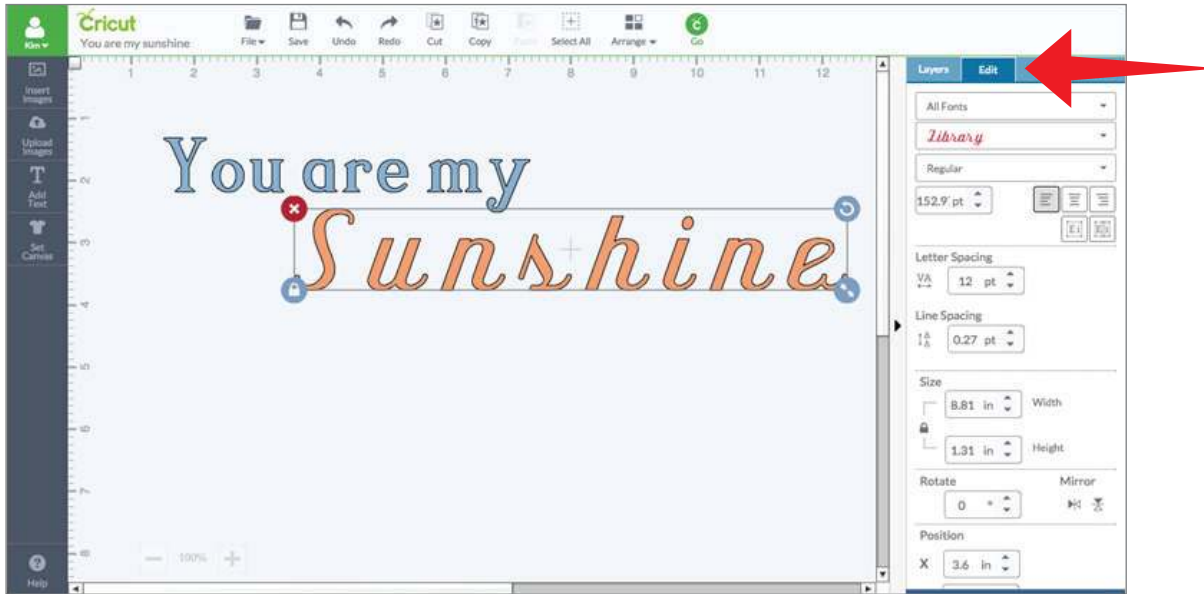
Step 3: Click Isolate Letters in the Edit Panel to separate the text into individual letters.
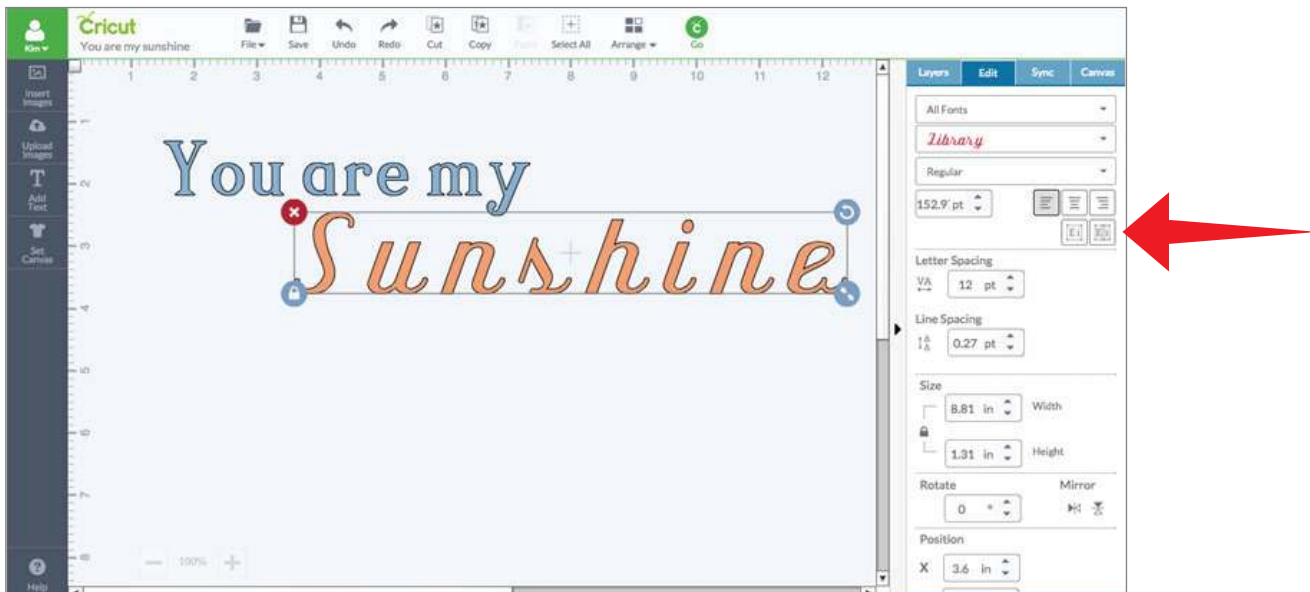
Welding Text

The letters will be converted into images and can be move individually. The conversion from a text box to individual images will be reflected in the Layers panel.
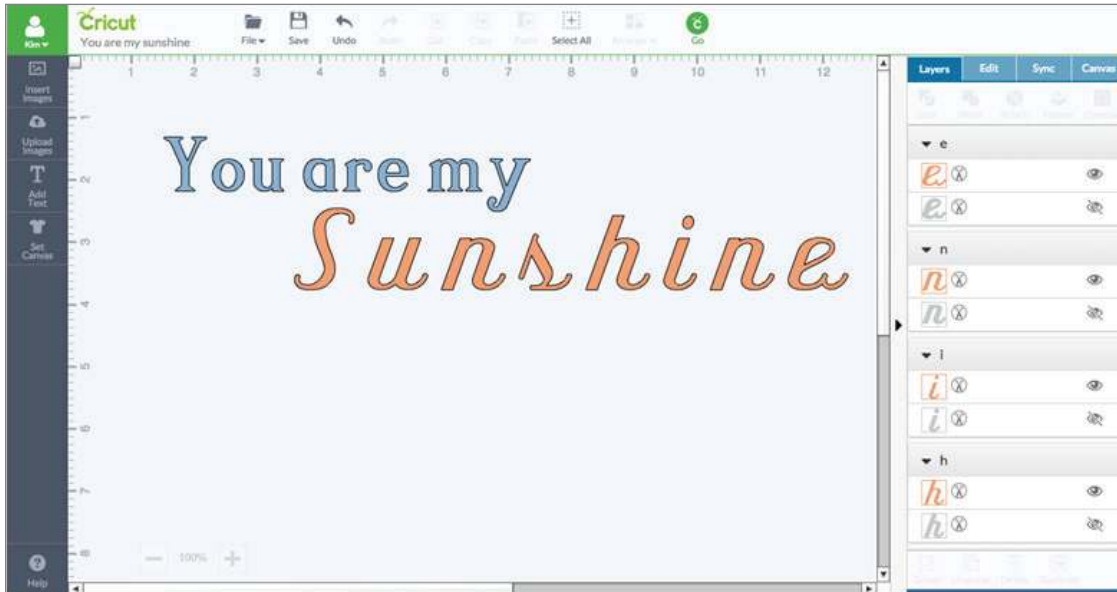
Tip: If you are working with multi-layered images, hide the layer you don't want included in the final welded image. The hidden layer will disappear once the text is welded together.

Step 4: Arrange the letters so that they overlap.
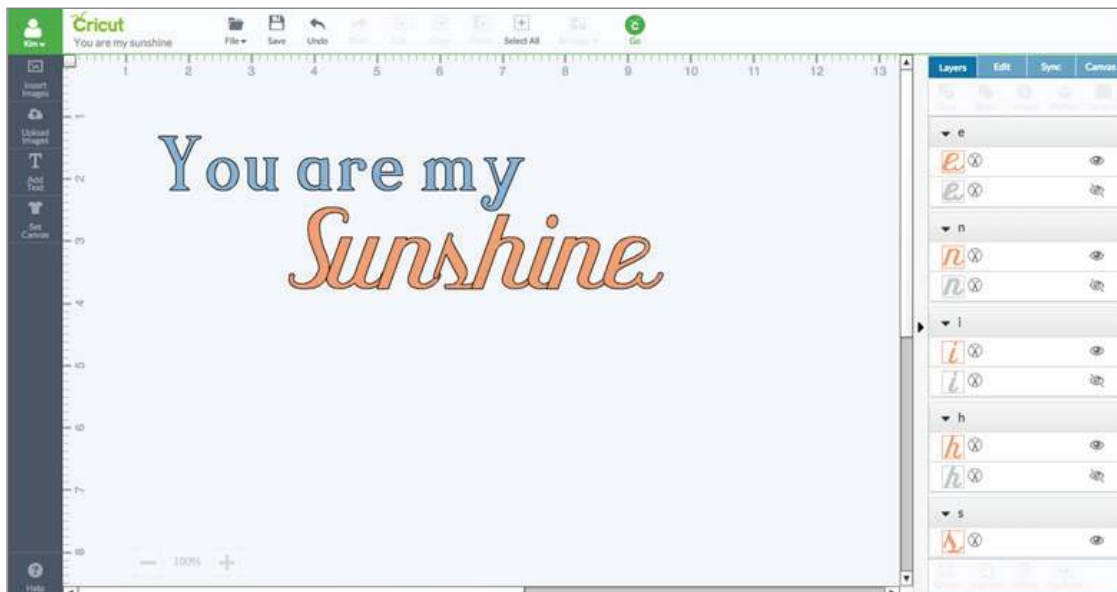
Welding Text

Step 5: Select all letters you want to weld together and click "Weld" in the Layers panel. Wherever cut paths have intersected, only the exterior cut path will remain.
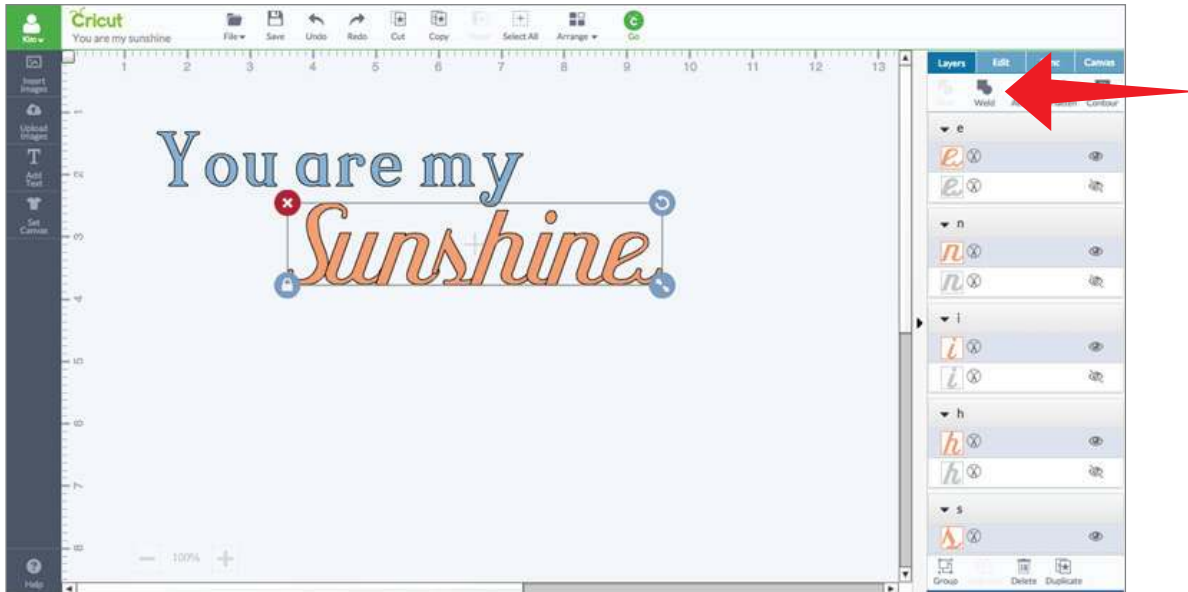
Step 6: You will know that your text is welded when it coverts to a single-layer image, and the new image will appears as a "Welded Image" on the Layers panel. Edit the text as desired.
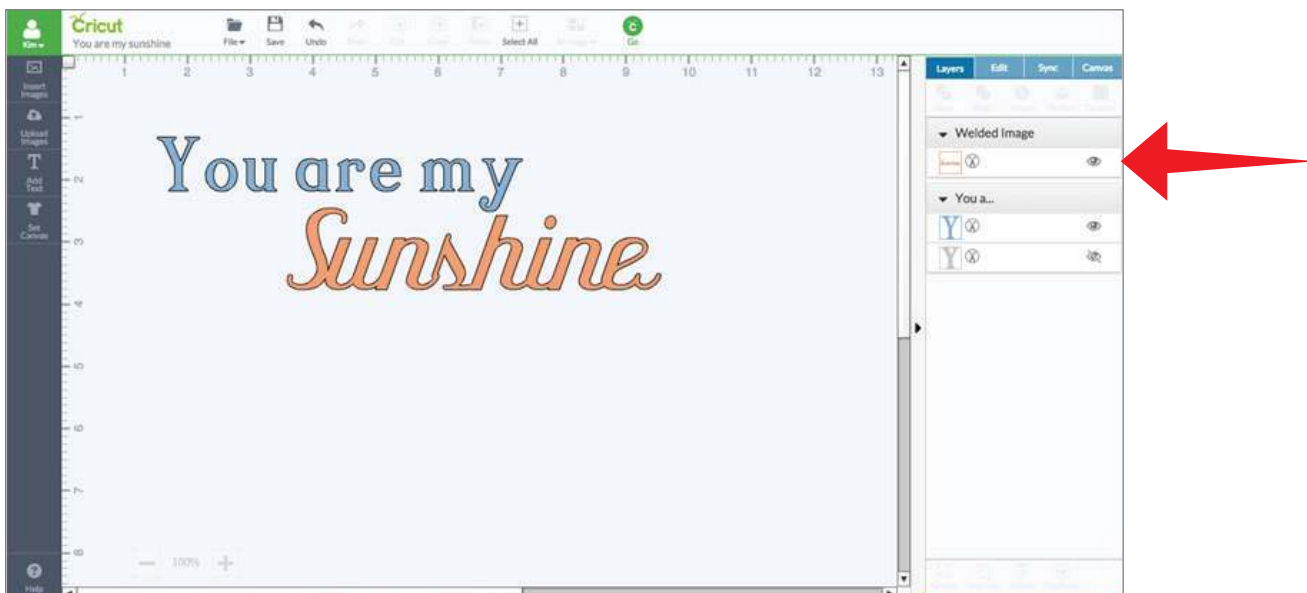
Sizing text

Cricut Design Space™ allows you to cut or draw images and text up to 11.5" x 23.5" and print then cut images and text up to 6" x 8.5" (Print then Cut sizing may vary depending on your browser; Chrome can only size print then cut at 5.5" x 8").

The bounding box around the text defines the image size. Width is the length of the widest points in the horizontal direction while the height is the length of the further points on the vertical direction. When text is rotated, the width and height remain constant.

When resizing text, you can keep the size ratio constant so that the length and width stay proportional, or you can size the length and width individually.

There are three options for sizing text with a constant size ratio, which keeps the text proportional:
- Sizing text using the bounding box
- Sizing text by changing the measurements in the Edit Panel
- Sizing text by changing the point size in the Edit Panel

Option 1: Sizing text using the bounding box

Step 1: Click on the text to select it so the bounding box appears. The double arrow icon in the lower right corner of the bounding box is the resize handle.
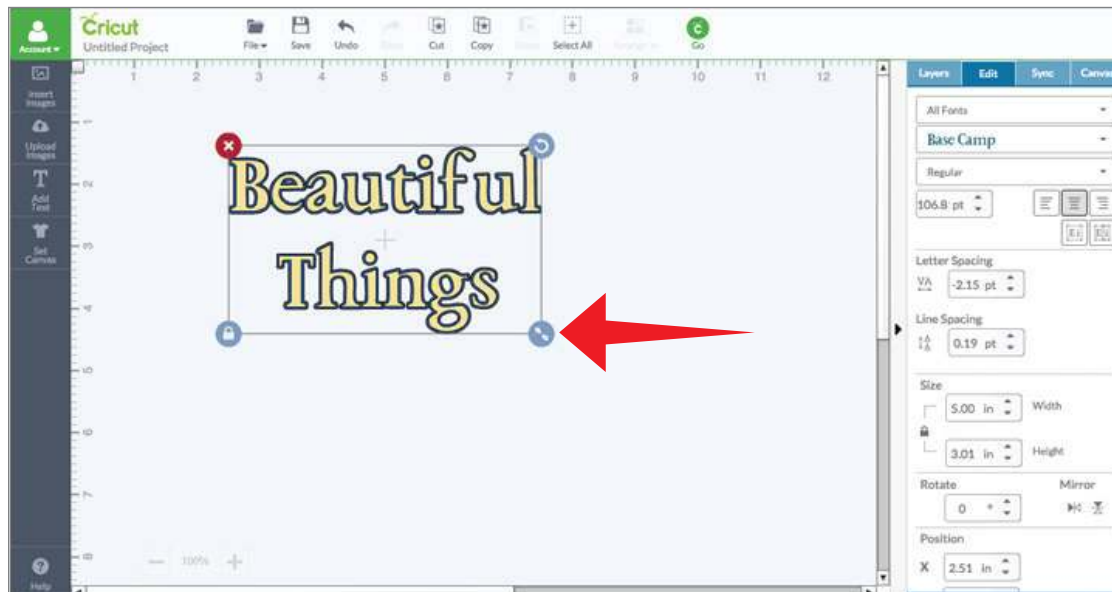
Sizing text

Step 2: Click the resize handle and drag it diagonally to make the image larger or smaller. As you make changes, the text size will be reflected in the dark gray size indicator near the text.

Once image sizing is complete, the Edit Panel will update to reflect the new size of the image
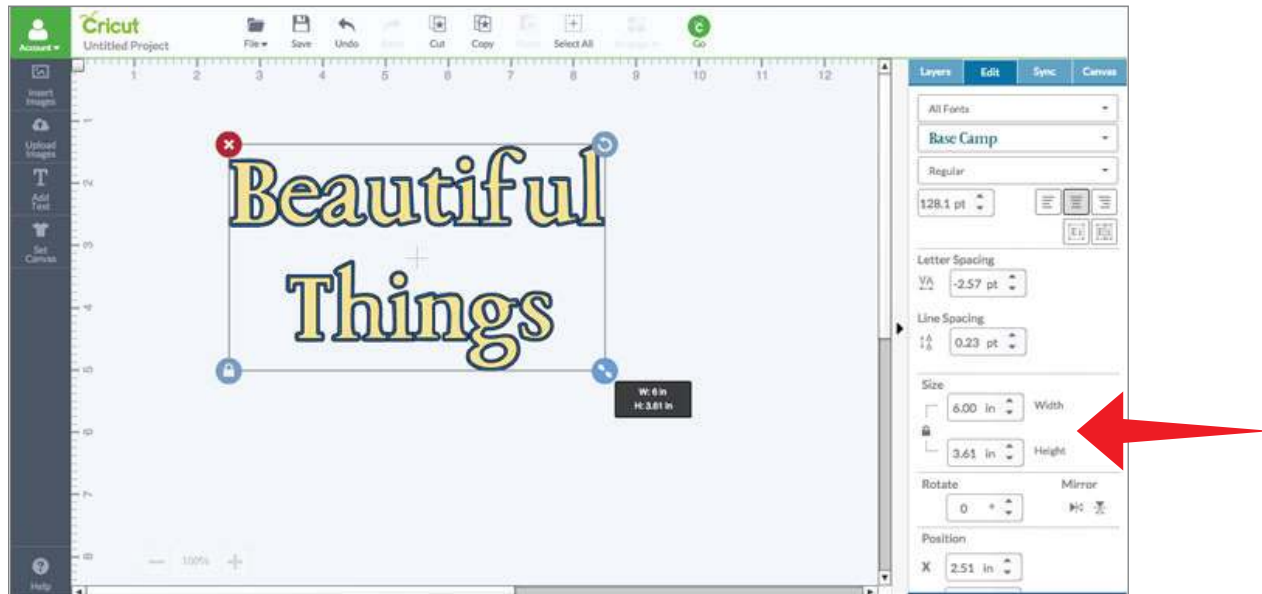
Tip: The lock icon on the bottom left of the bounding box indicates that the width and length will change at a constant size ratio as you drag the arrow, keeping the image in proportion.
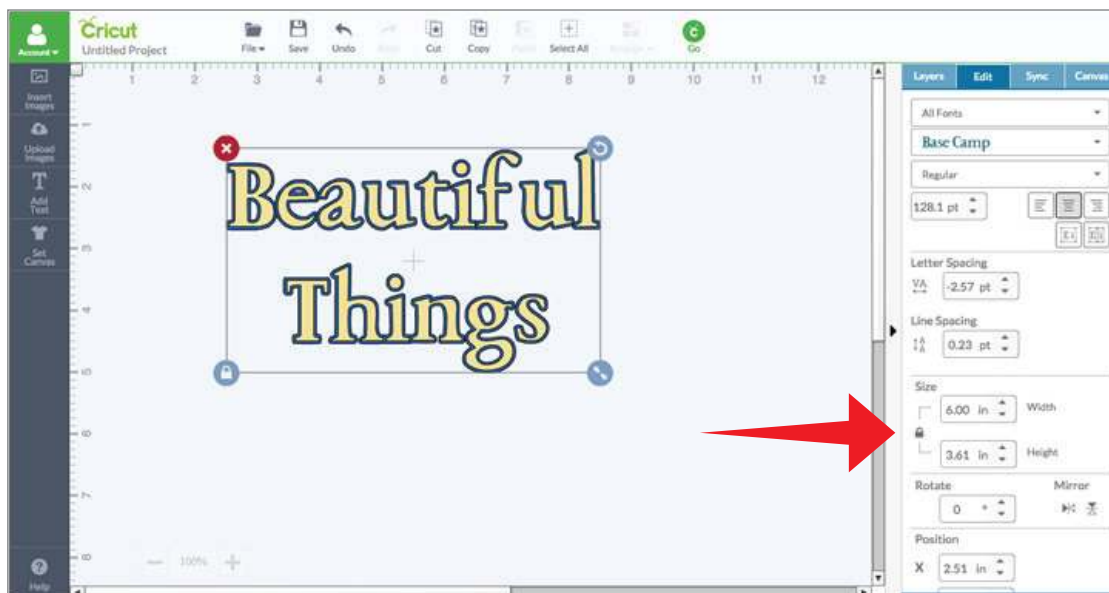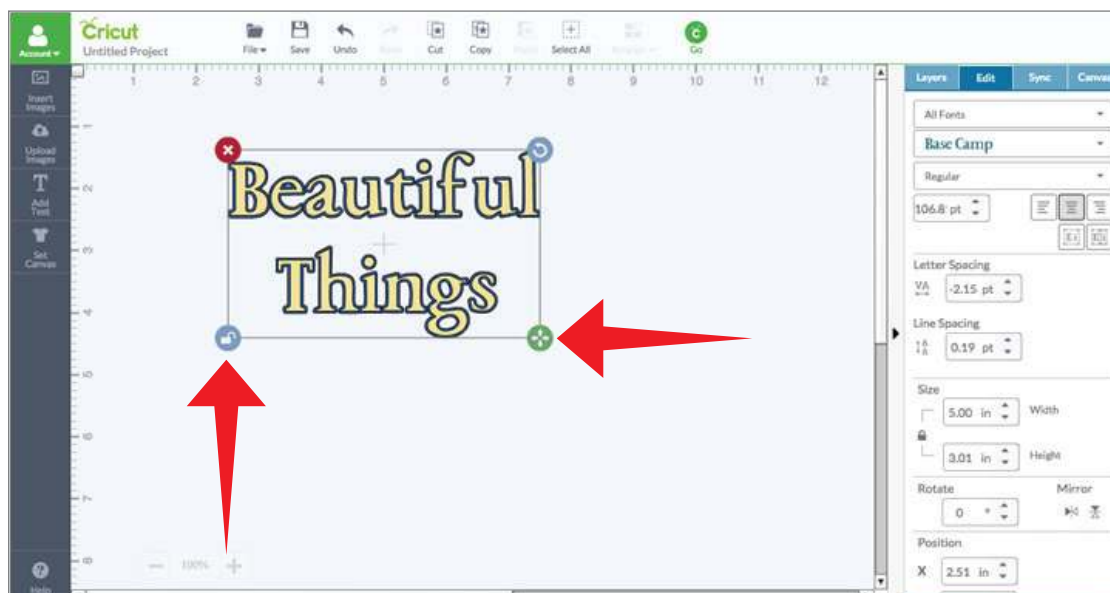
Sizing text

Option 2: Sizing text by changing the measurements in the Edit Panel

Step 1: Click on the text to select it so the bounding box appears. Once your image is selected, you will see the size reflected in the Edit panel.

Step 2: Click in the box next to Width or Length and type in a specific size. You also can use the arrows to increase or decrease the size in 0.1" increments. The closed lock icon indicates that the width and length will change at a constant size ratio, keeping the image in proportion.

Sizing text

Option 3: Sizing text by changing the point size in the Edit Panel

Step 1: Click on the text to select it so the bounding box appears. Once your image is selected, you will see the point size reflected in the Edit panel. Point size (abbreviated pt.) refers to the relative size of the text.
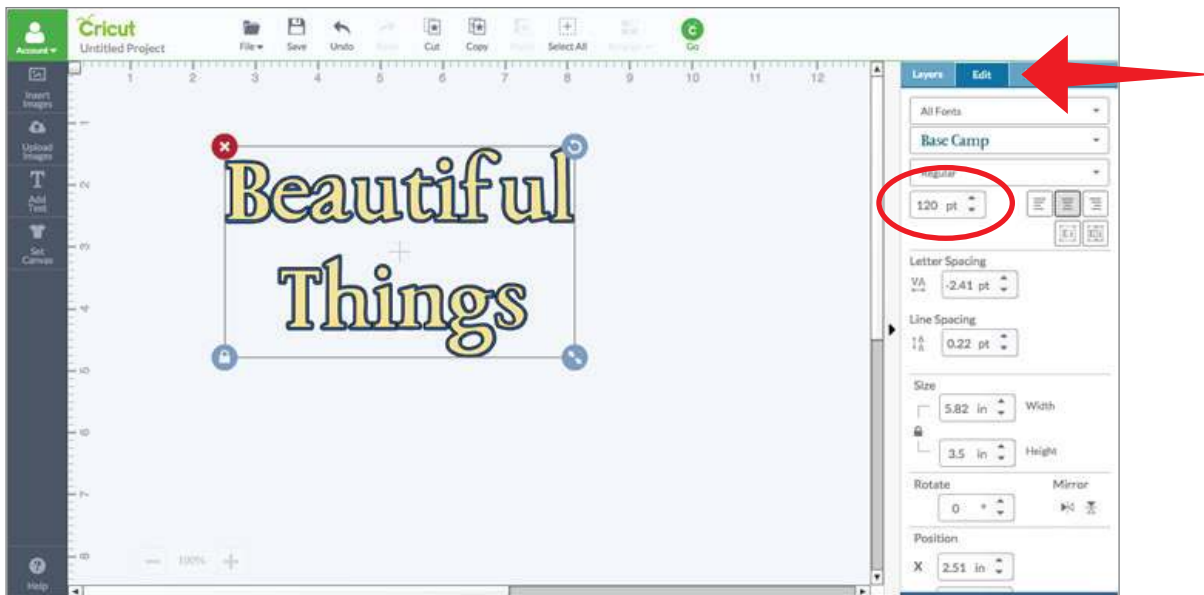
Step 2: Click in the point size field and type in a specific number. You also can use the arrows to increase or decrease the size in 1 point increments. Changing the point size maintains a constant ration between the width and length, keeping the text in proportion.

Sizing text

There are two ways to size text in one direction only, changing the image proportions:
- Sizing text using the bounding box
- Sizing text by changing the measurements in the Edit Panel

Option 1: Sizing text using the bounding box

Step 1: Click on the text to select it so the bounding box appears. The double arrow icon in the lower right corner of the bounding box is the resize handle.
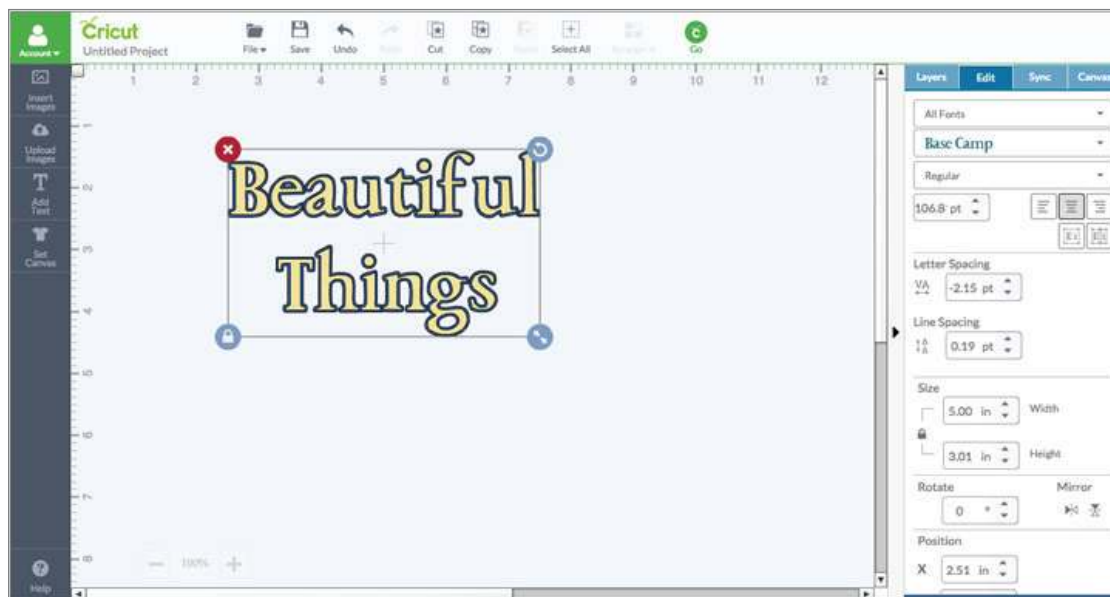
Step 2: Click on the lock icon on the bottom left corner of the bounding box. The lock icon will appear to be unlocked, and the arrow icon for sizing the image will change to green.

Sizing text

Step 3: Click on and hold the green arrow icon while you drag it in any direction. Drag the icon directly left or right to change only the width. Drag it up and down to change only the height. You also can drag the icon diagonally to change the height and width at the same time without holding a constant size ratio.
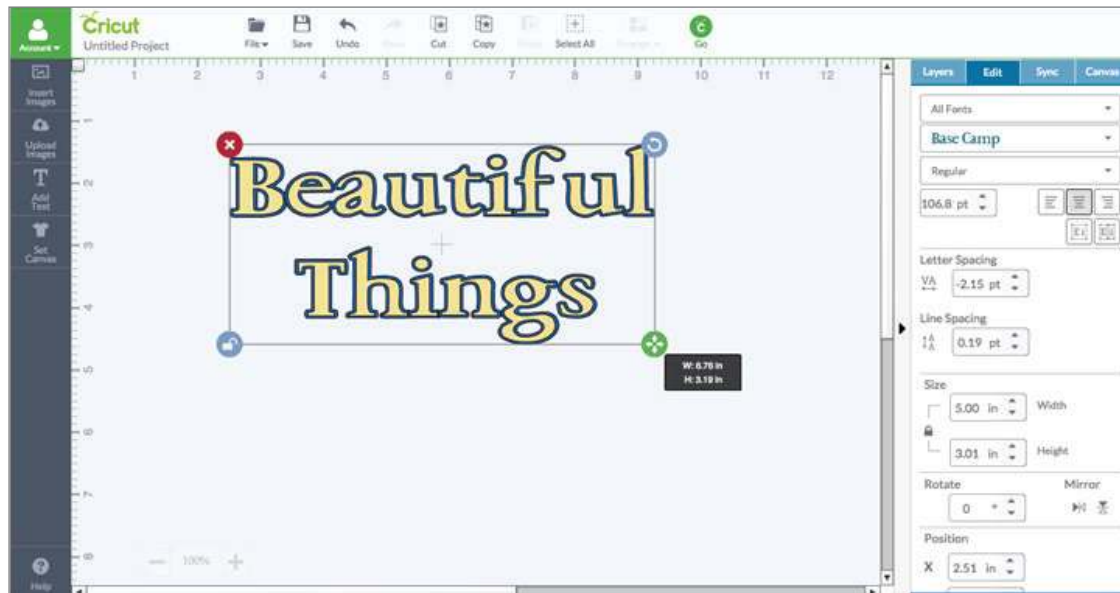
Option 2: Sizing text using the Edit panel for specific size requirements

Step 1: Click on the text to select it so the bounding box appears. Once your image is selected, the size is shown in the Edit panel.
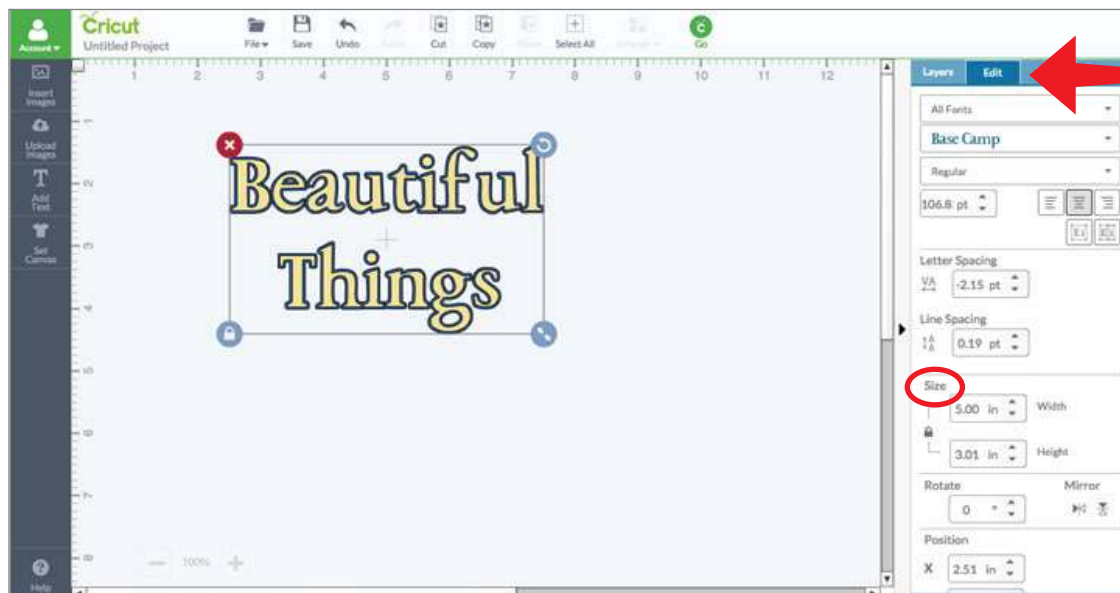
Sizing text

Step 2: Click on the lock icon under size in the Edit panel. The lock icon will now appear to be unlocked and will indicate that you can change the height and width individually.
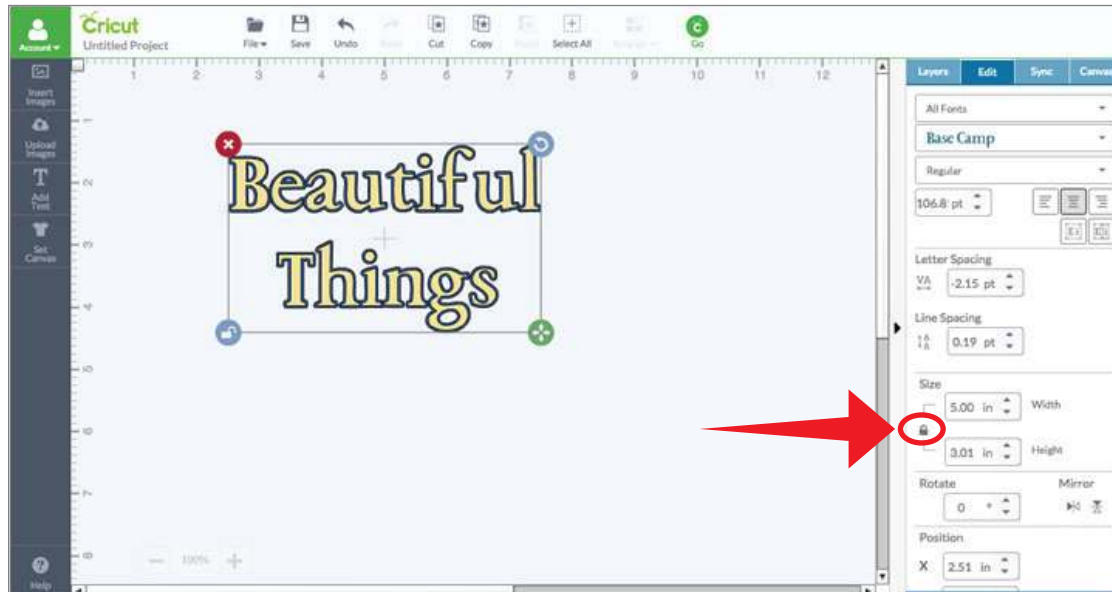
Step 3: Click in the box next to Width or Length and type in your specific size. You also can use the arrows to increase or decrease the size in 0.1" increments. The open lock icon indicates that width or height will change independently so you can stretch the text horizontally or vertically.
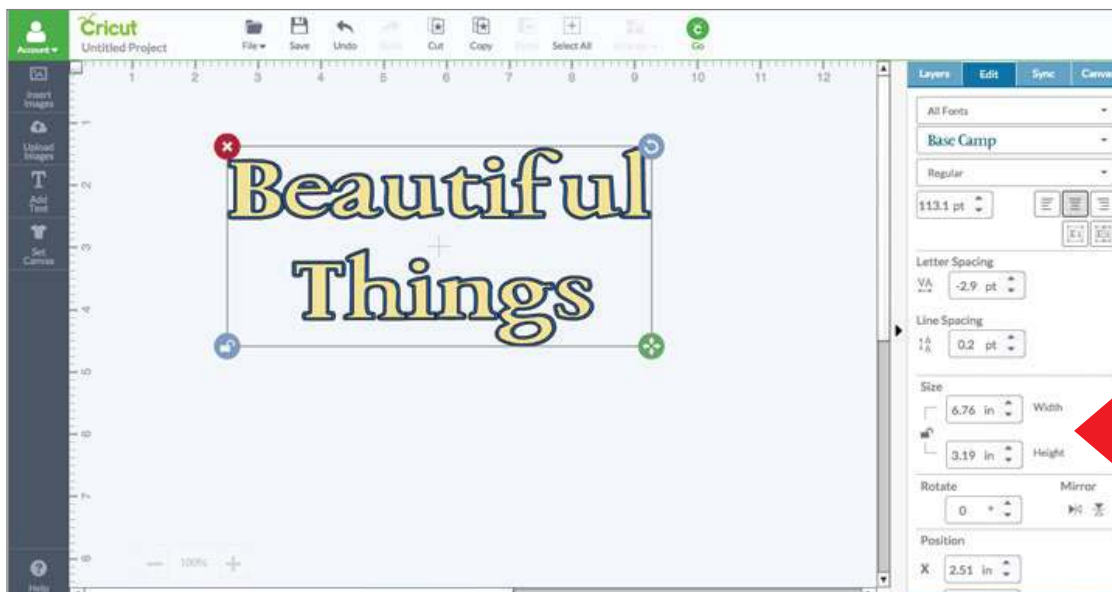
Rotating Text

Rotation helps to position your text on the design screen so that you can visualize your project. All text is added to the design screen at the 0 degree rotation. Text boxes then can be rotated in one-degree increments between 0 and 360 degrees.

Tip: Image rotations on the design screen are for visualization only and will not be reflected on the mat preview unless you attach the rotated image to another layer. If you would like to rotate your image for cutting, do so on the mat preview.

There are two options for rotating text on the design screen:
- **Rotate using the bounding box**
- **Rotate using the Edit panel**

Using the bounding box allows you to freely change the rotation of the text by dragging, whereas changing the rotation angle in the Edit panel lets you type in a specific angle.

Rotate your text for to make it fit specific to your project. There are two different ways to change the rotation of your text; by using the bounding box handle bars, or from the edit panel.

Option 1 Rotate using the bounding box

Step 1: Click on the text to select it so the bounding box appears. The circular arrow icon in the top right corner of the bounding box is the rotate handle.
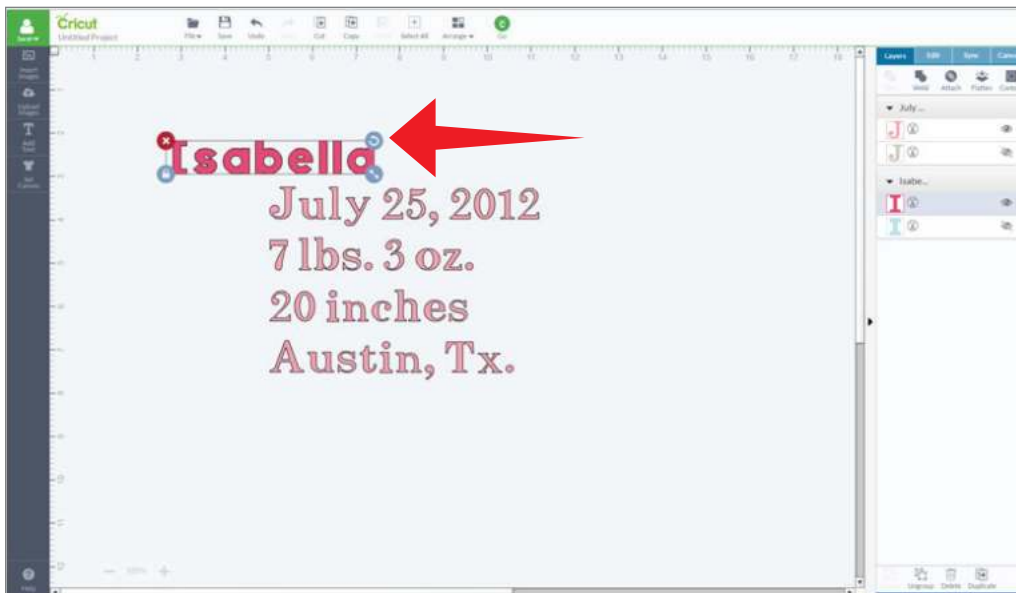
Rotating Text

Step 2: Rotate text in one of the following ways:

	PC	**MAC**
Rotate, center axis	Rotation handle	Rotation handle
Rotate, center axis/45° increments	Shift + rotation handle	Shift + rotation handle
Rotate, left/bottom corner axis	Alt + rotation handle	Option + rotation handle

As you make changes, the image rotation will be reflected in the gray angle indicator near the image. Once image rotation is complete, the Edit Panel will update to reflect the new angle of the image.
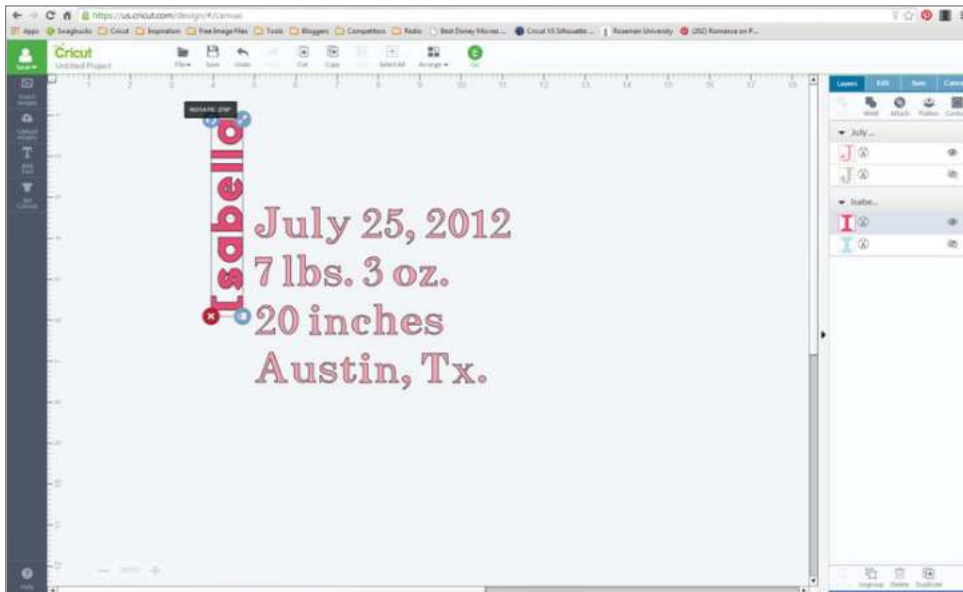
Tip: If you do not like the results of the rotation, the Undo button can safely undo any changes you make.

Rotating Text

Option 2: Rotate text using the Edit panel

Step 1: Click on the text to select it so the bounding box appears. Once your image is selected, you will see the rotation reflected in the Edit panel.
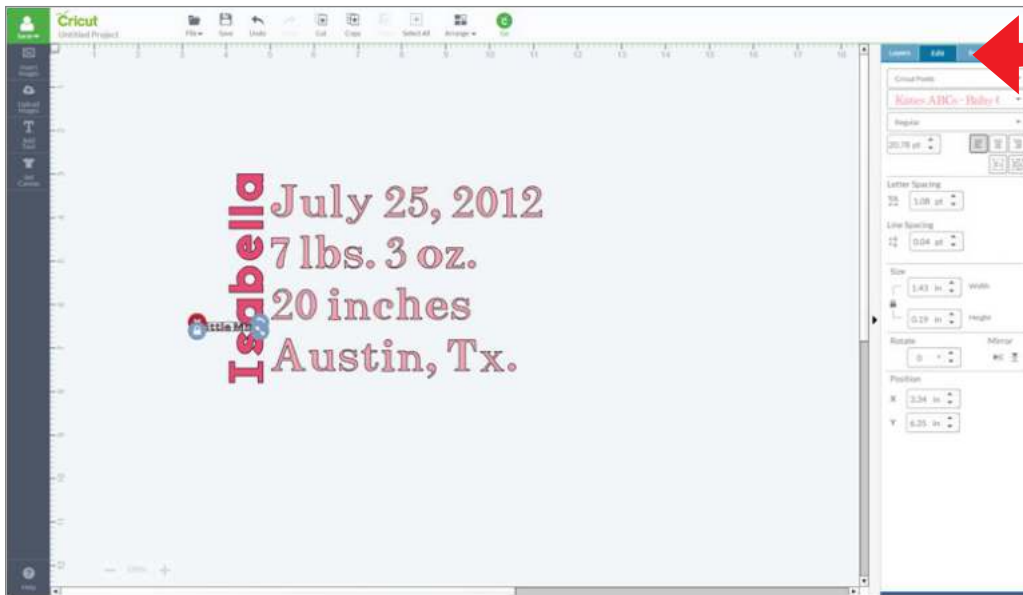
Step 2: In the Edit panel, click in the Rotate field and type in a specific size. You also can click the arrows to increase or decrease the angle in one-degree increments.
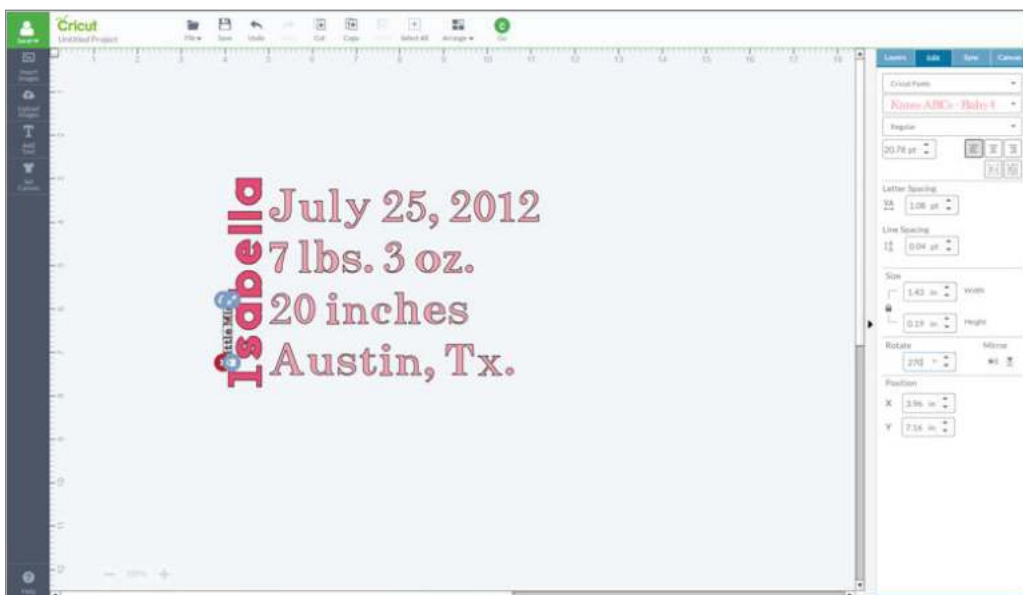
Tip: Keep in mind that unless you attach your text, the rotation will not be saved when proceeding to the mat preview. Instead, Cricut Design Space will cut in paper saver mode, meaning it will automatically place objects on the cutting mat as close together as possible to conserve material, regardless of how they are arranged on the canvas.

Mirroring Text

Cricut Design Space allows you to flip the direction of an text vertically or horizontally on the design screen using the Mirror buttons in the Layers panel.

Tip: If you are working with iron-on, we recommend you wait until you're in the Mat Preview screen to mirror for cutting.

Step 1: Click on the text to select it so the bounding box appears and then click on the Edit tab to open the Edit panel.
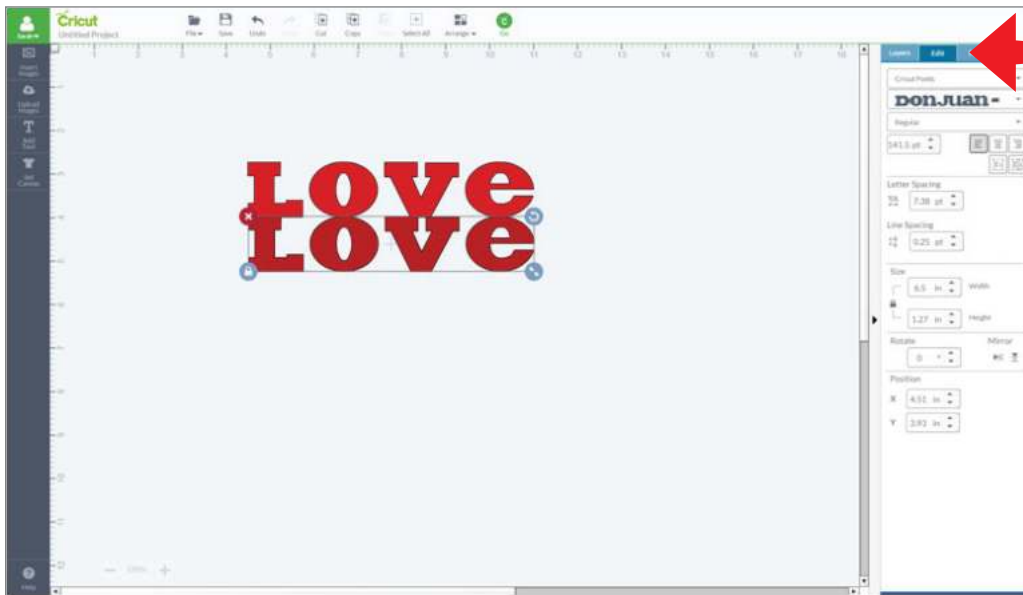
Mirroring Text

Step 2: Click on one of the Mirror buttons in the Edit panel to flip the image vertically or horizontally.
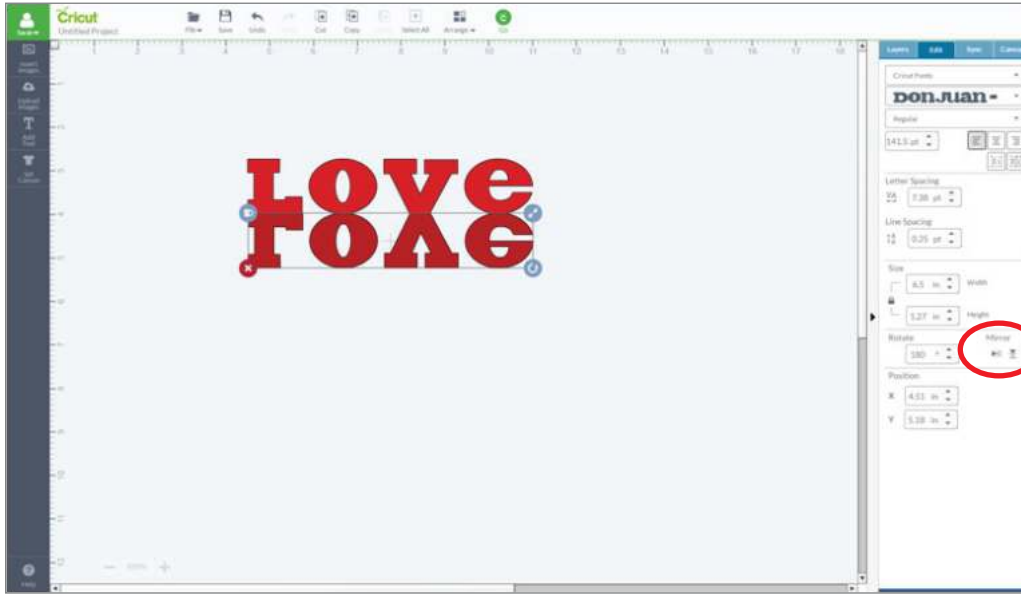
Tip: While changes in rotation do not appear on the mat preview, mirrored text or images on the design screen will hold changes on the mat preview.

CopyingText

There are three ways to duplicate a text box on the design screen:
- Copying and pasting text from one text box into another
- Copying and pasting an entire text box
- Duplicating a text box with the Layers panel

Tip: If you would like to make multiple copies of the entire project, on the mat preview change the number of project copies and click "Apply."

Option 1: Copying and pasting text from one text box into another

Step 1: Click on the text to select it so that the bounding box appears. Click again to open the text edit field.
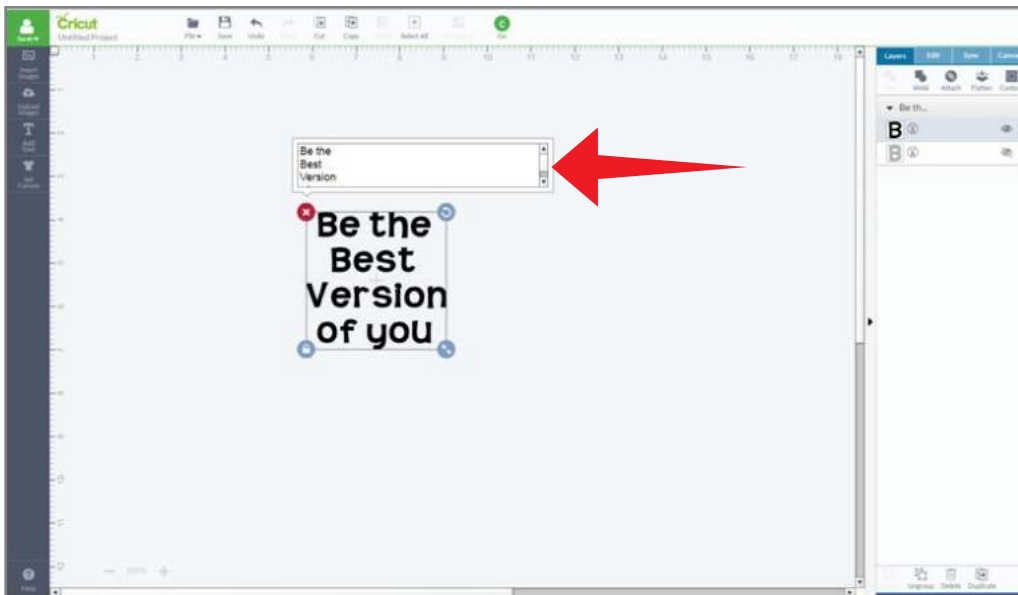
CopyingText

Step 2: In the text edit field, select the text you would like to copy and then use the keyboard commands to copy (Ctrl-C for PC users or Command-C for Mac users).
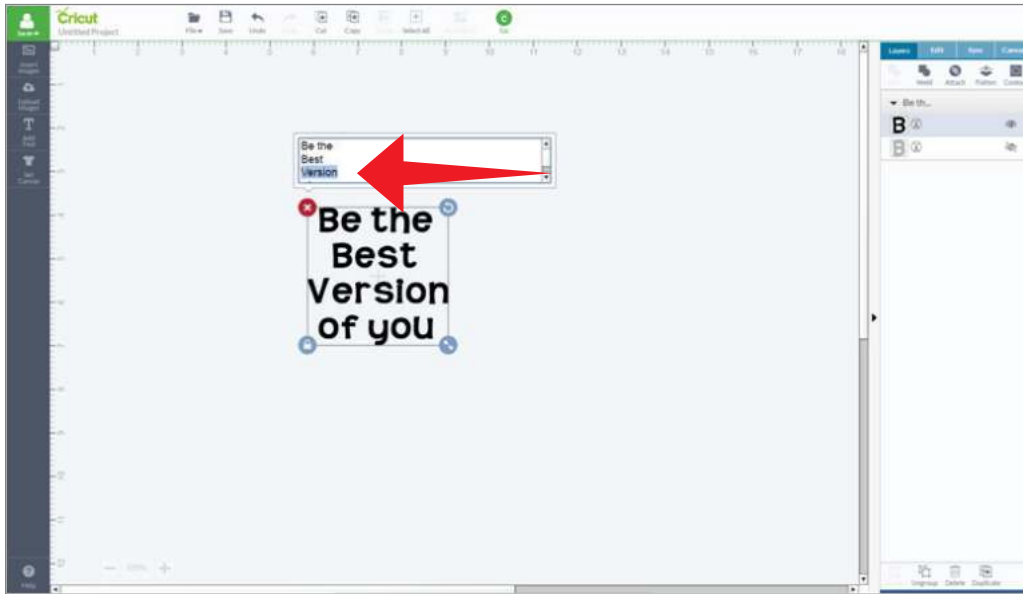
Tip: You can also copy and paste directly into a new text box from another word document.

Step 3: Click "Add Text" to open a new text box, or, if you wish to add the copied text to an existing text box, open its text edit field.
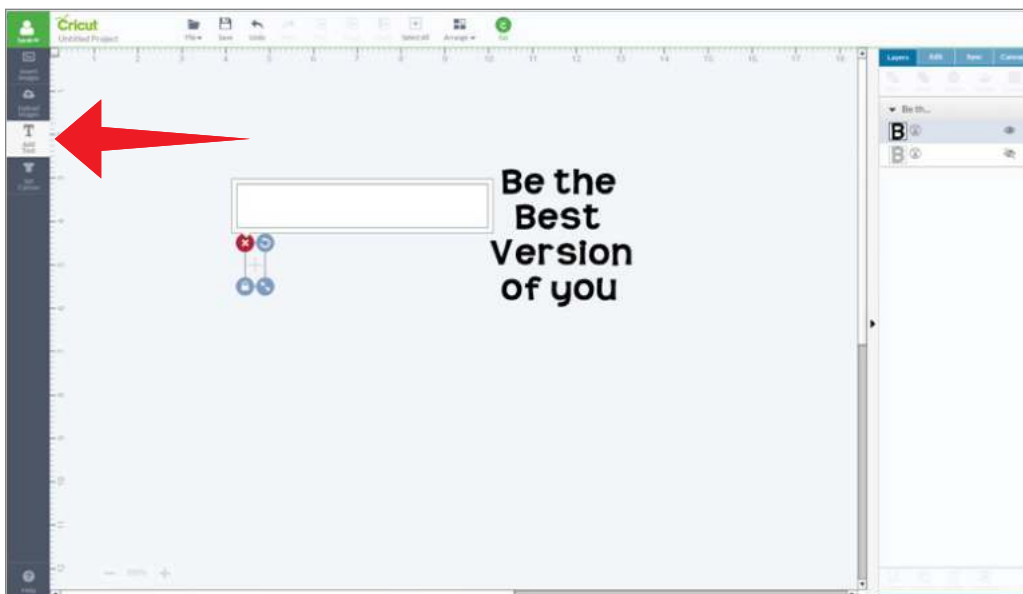
CopyingText

Step 4: Use the keyboard shortcut commands to paste the text into the new text field (Ctrl-V for PC users or Command-V for Mac users). A copy of the text will be added to the design screen. The new text also will be shown in the Layers panel.
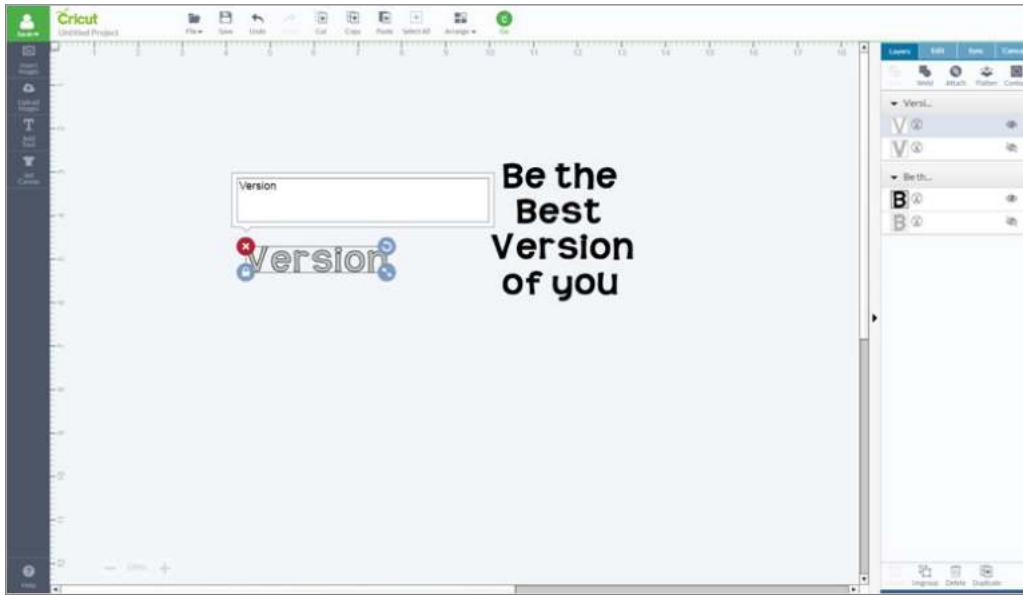
Step 5: Edit the fonts, colors, and sizes using the tools in Design Space®.
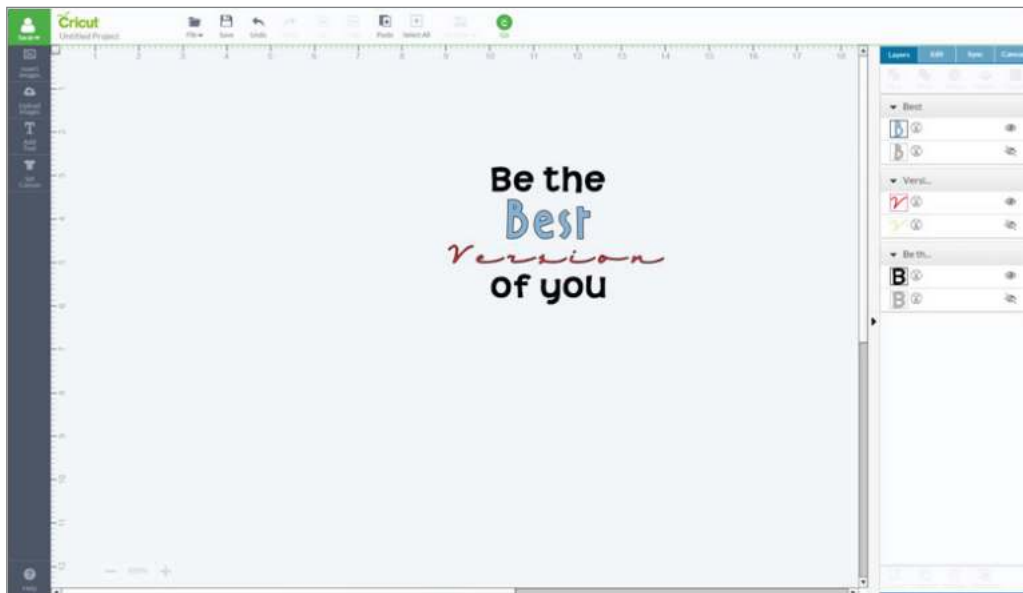
CopyingText

Option 2: Copying and pasting an entire text box

Step 1: Click on the text you would like to duplicate to select it so the bounding box appears.
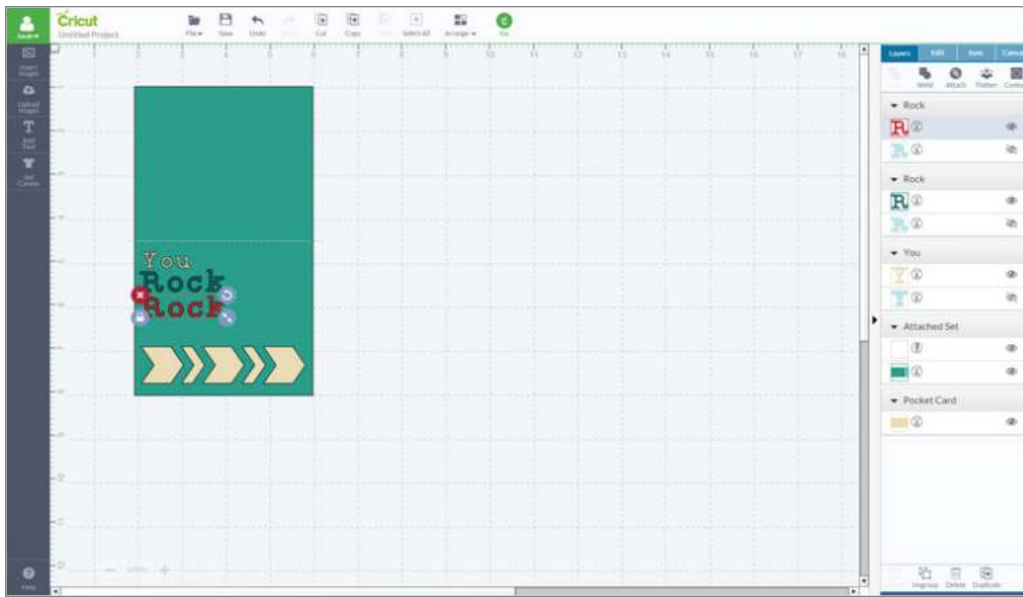
Step 2: Click the Copy button or use the keyboard shortcut commands (Ctrl-C for PC users or Command-C for Mac users) to copy the text box to your clipboard.
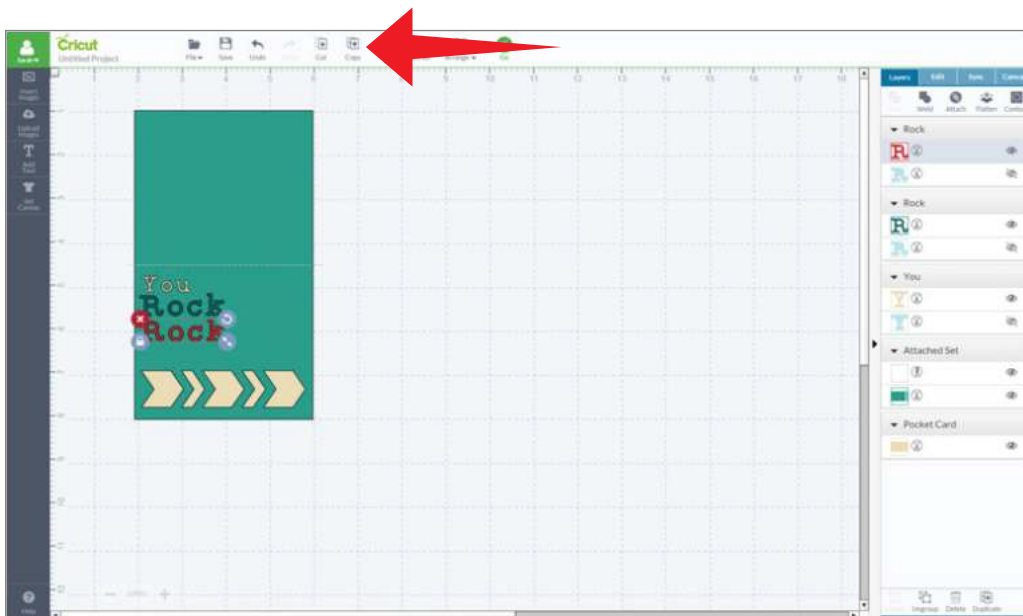
CopyingText

Step 3: Click the Paste button or use the keyboard shortcut commands (Ctrl-V for PC users or Command-V for Mac users) to paste the text box from your clipboard to the design screen.
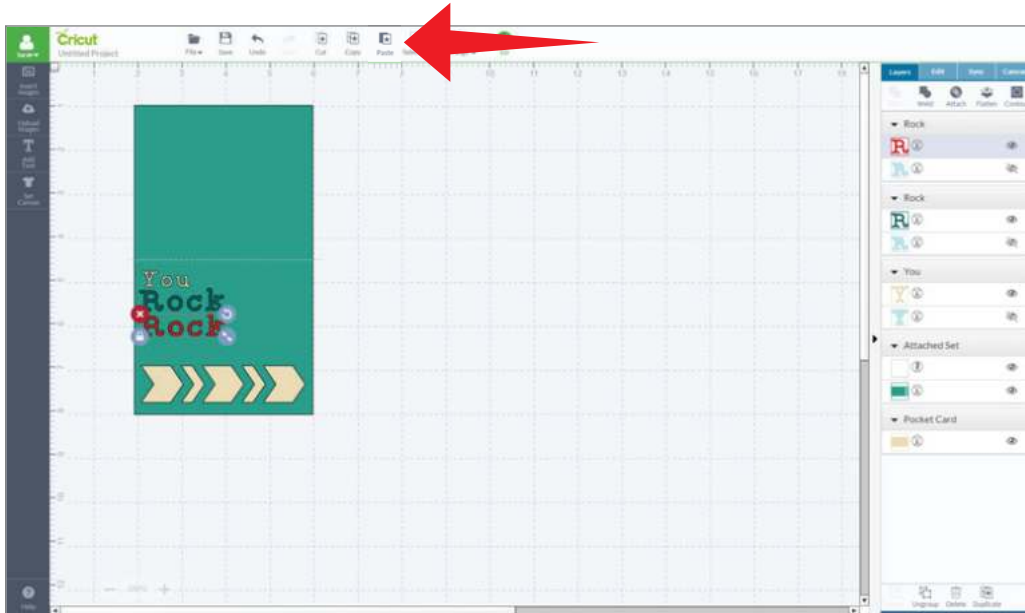
Step 4: You now have two copies of the same text box displayed on the canvas and in the Layers panel.
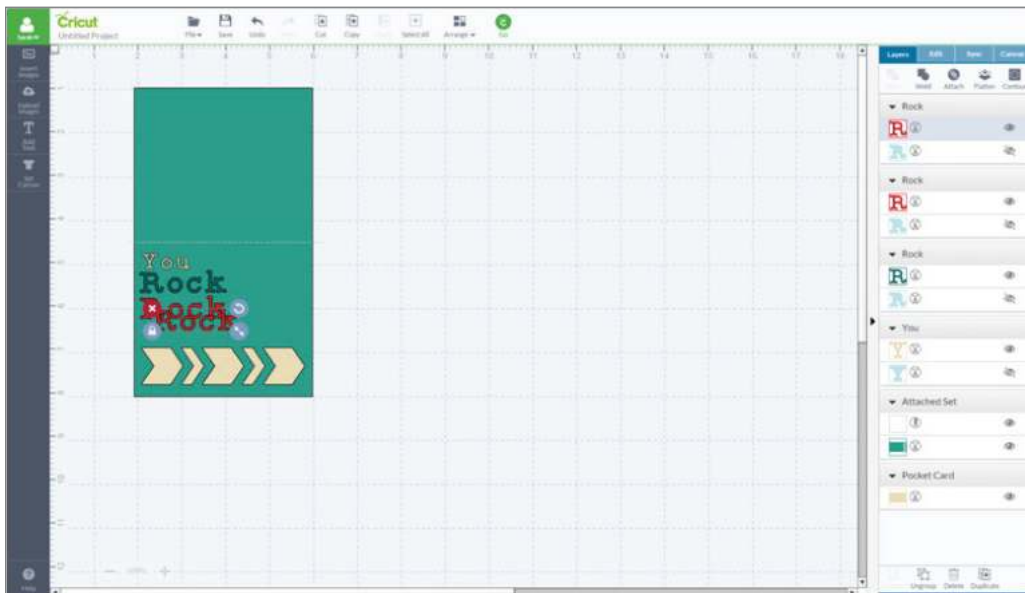
CopyingText

Step 5: You now have two copies of the same text box displayed on the canvas and in the Layers panel.
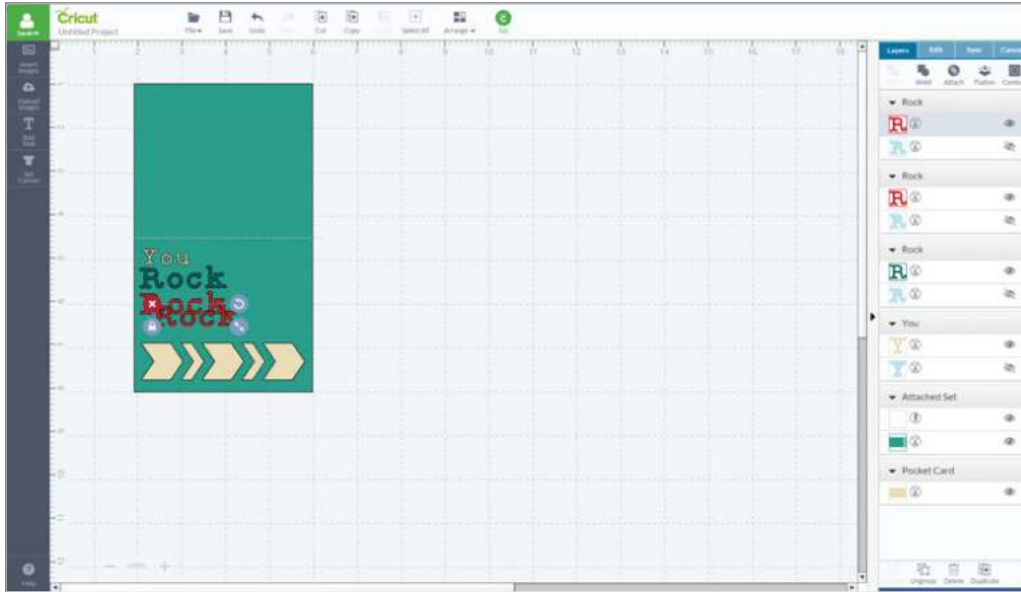
Step 6: Edit the fonts, colors, and sizes of each individual text box using the tools in Design Space®.
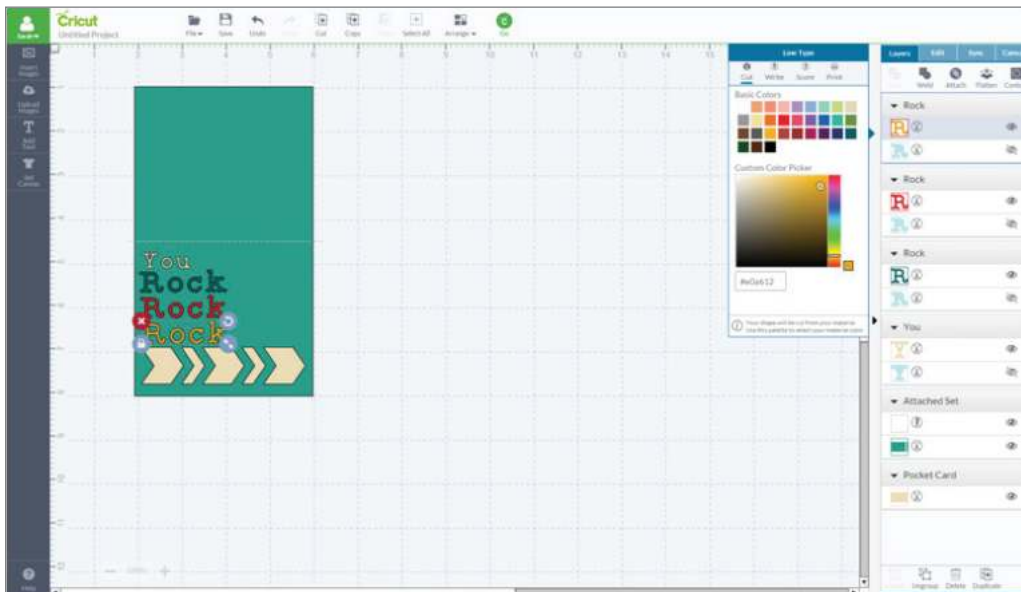
CopyingText

Option 3: Duplicating a text box with the Layers panel

The Duplicate tools let you copy a text box and paste it onto the design screen.

Step 1: Click on the text you would like to duplicate to select it so the bounding box appears.
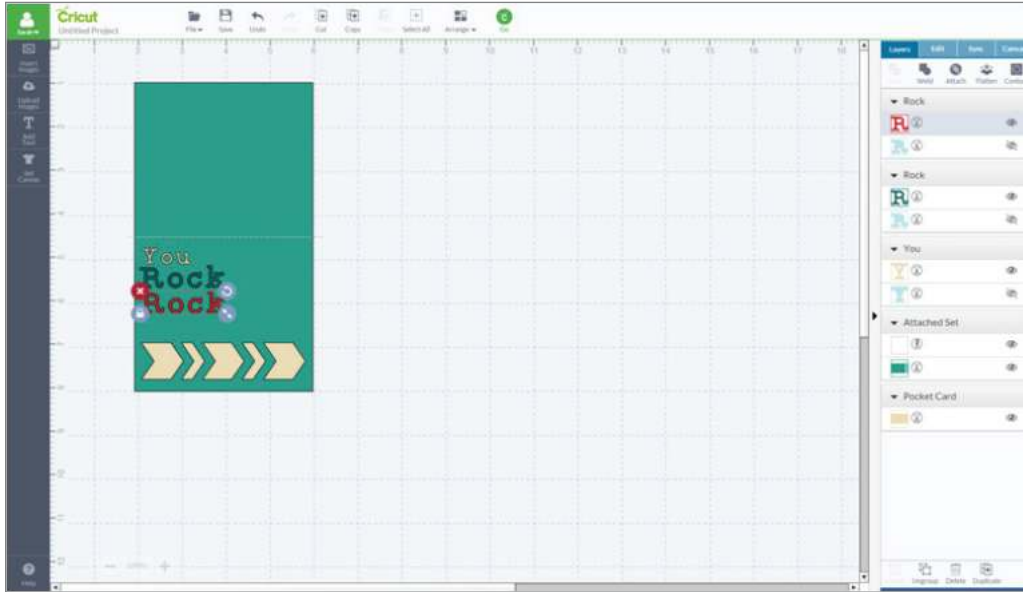
Step 2: Click "Duplicate" at the bottom of the Layers panel. A second copy of the text will appear slightly offset from the original text. The new text also will be shown in the Layers panel.
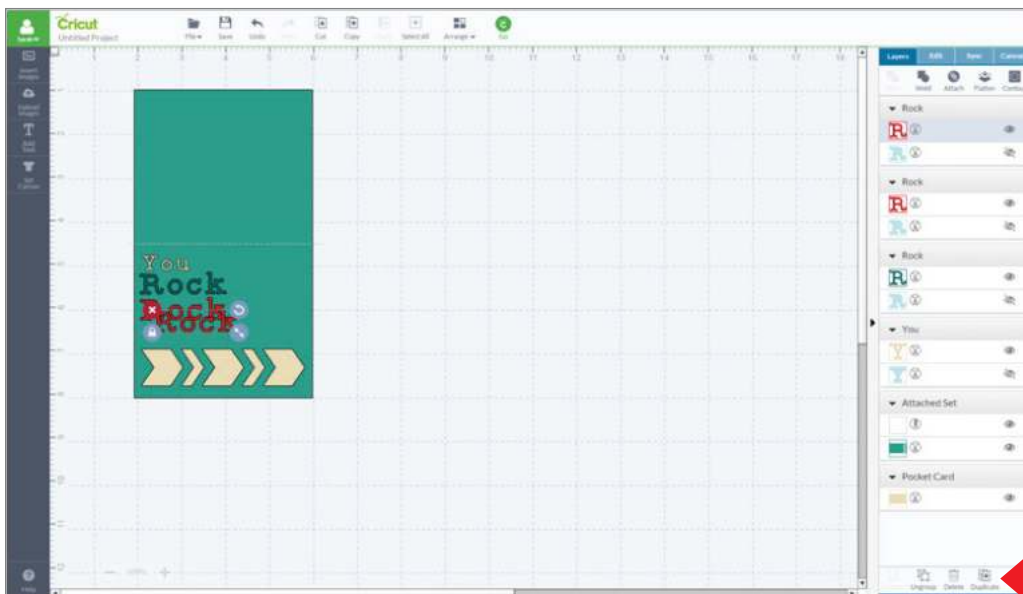
CopyingText

Step 3: Edit the fonts, colors, and sizes of each individual text box using the tools in Design Space®.
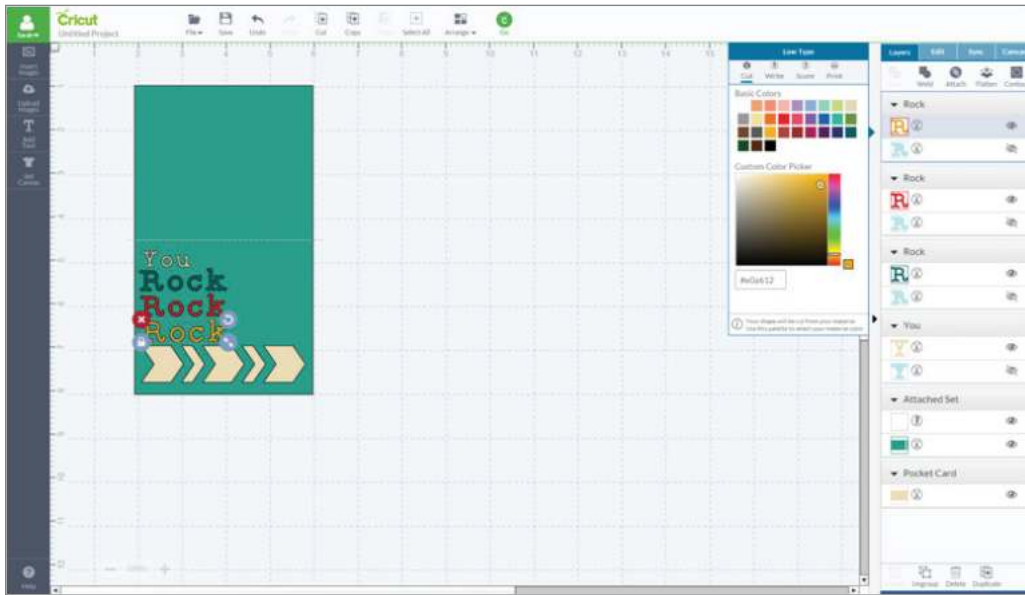
Deleting Text

If text is added and later is no longer needed, there are three ways to delete it from the design screen.

- Deleting text using the bounding box
- Deleting text using the Layers panel
- Deleting text using the delete key on your computer keyboard

Tip: *You can hide an image or text from the design screen if you don't want to permanently delete it from the project. Images and text that are hidden will not be sent to the mat preview for cutting.*

Option 1: Deleting text from the bounding box

Step 1: Select the text so that the bounding box appears.

Deleting Text

Step 2: To delete the text, click the red "X" in the top left corner of the bounding box.

Option 2: Deleting text from the Edit panel

Step 1: Select the text so that the bounding box appears.

Deleting Text

Step 2: To delete the text, click the trash can button at the bottom of the Layers panel.

Option 3: Deleting text using the delete key on your computer keyboard

Step 1: Select the text so that the bounding box appears.

Deleting Text

Step 2: To delete the text, press the "Delete" key on your computer keyboard.

Working with Multiple Lines of Text

Using text to personalize a project is a great way to make your project unique. You have two editing options when working with multiple lines of text.

- Edit text using a single textbox with one font style
- Edit text using multiple textboxes with multiple font styles

Option 1: Edit text using a single text box with one font style

Step 1: Click "Add Text" to add a text box to your design screen. As text is entered, create line breaks using the enter key on your keyboard. Text will appear in the Layers panel as a single image.
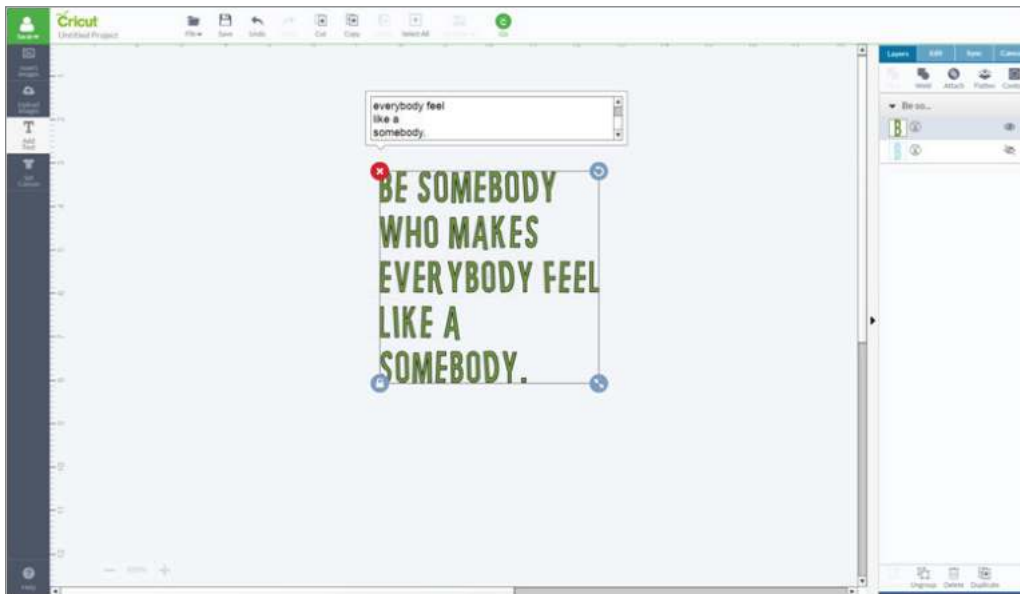
Working with Multiple Lines of Text

Step 2: Text alignment defaults to the left. If you'd like to change the alignment, click on the Edit tab to open the Edit panel. Select from one of these three alignment options.

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.
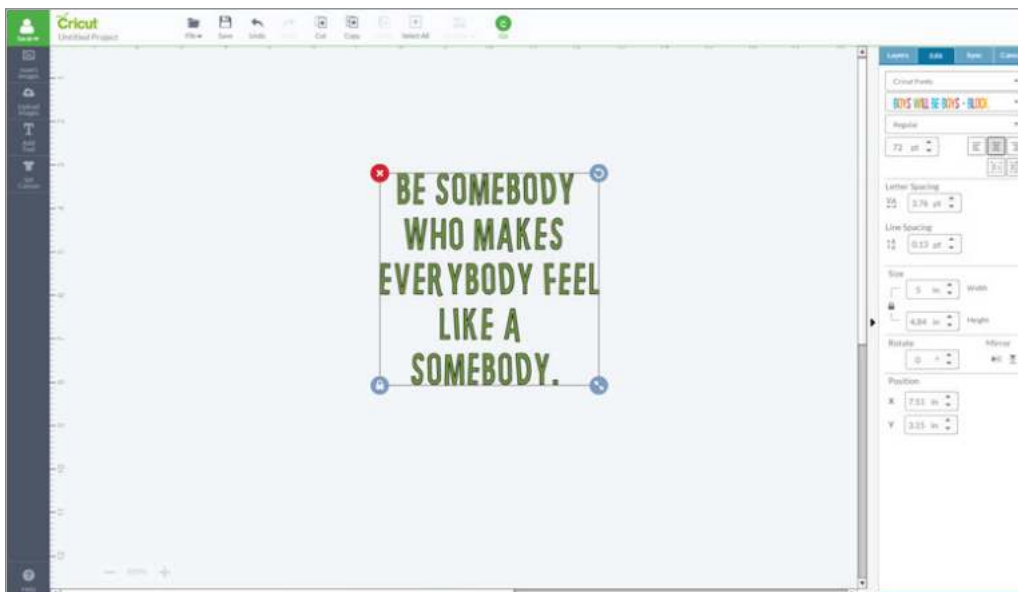
Working with Multiple Lines of Text

Step 3: If you'd like, you can use the letter spacing option to move text closer together or further apart. Type an exact number in the Letter Spacing field or click the up and down arrows to adjust the spacing.
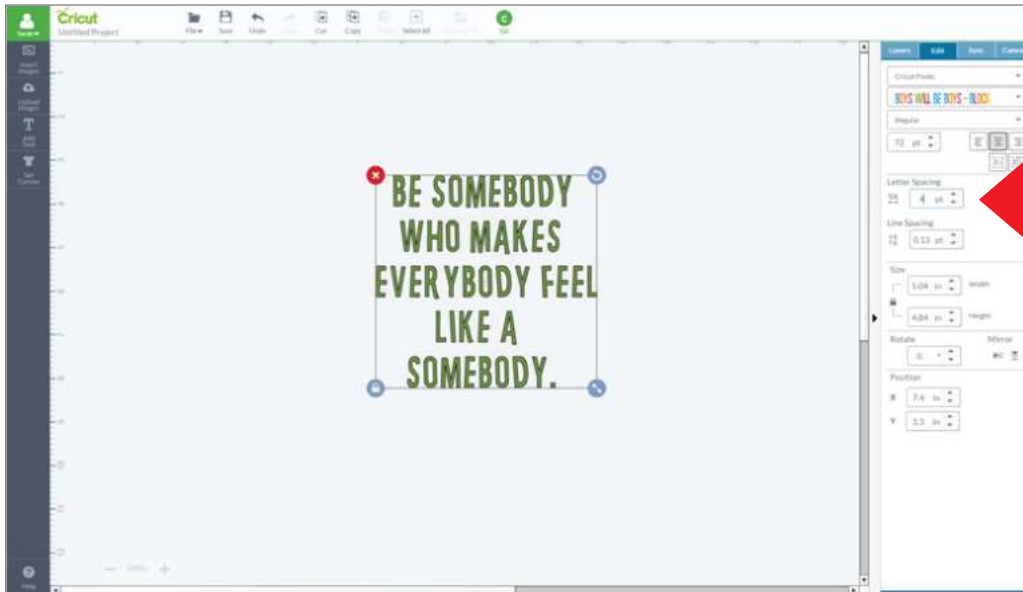

Tip: By reducing the space until letters overlap, you can join the letters together to create a single shape. Use the Weld tool found in the Layers panel to merge cuts so only the exterior cuts remain.

Step 4: You can also use line spacing to increase or decrease the amount of space between the rows of text. Type an exact number in the Line Spacing field or click the up and down arrows to adjust the spacing.
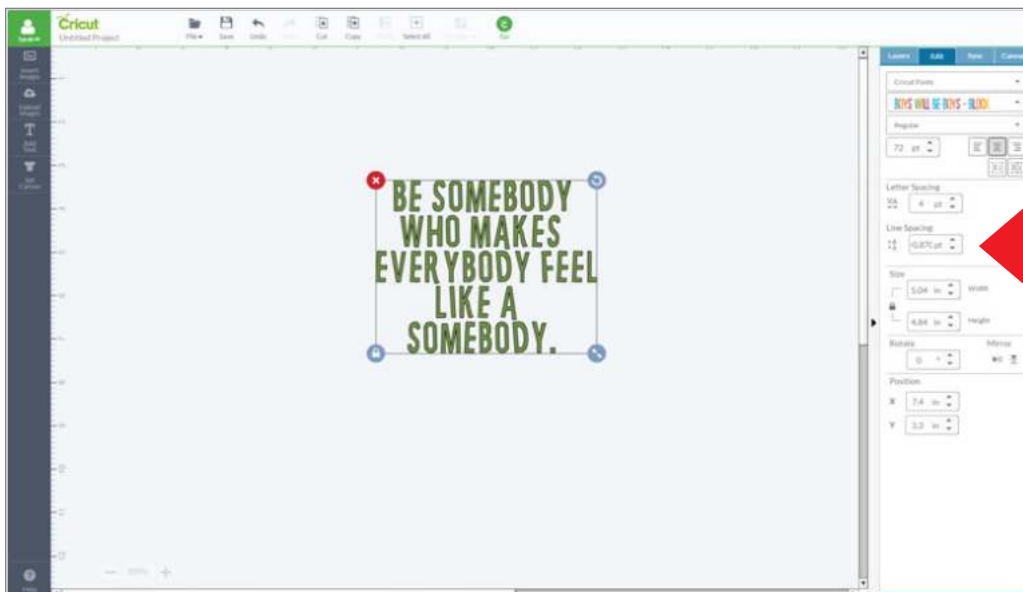
Working with Multiple Lines of Text

Step 5: Click "Go" to begin the cutting process.
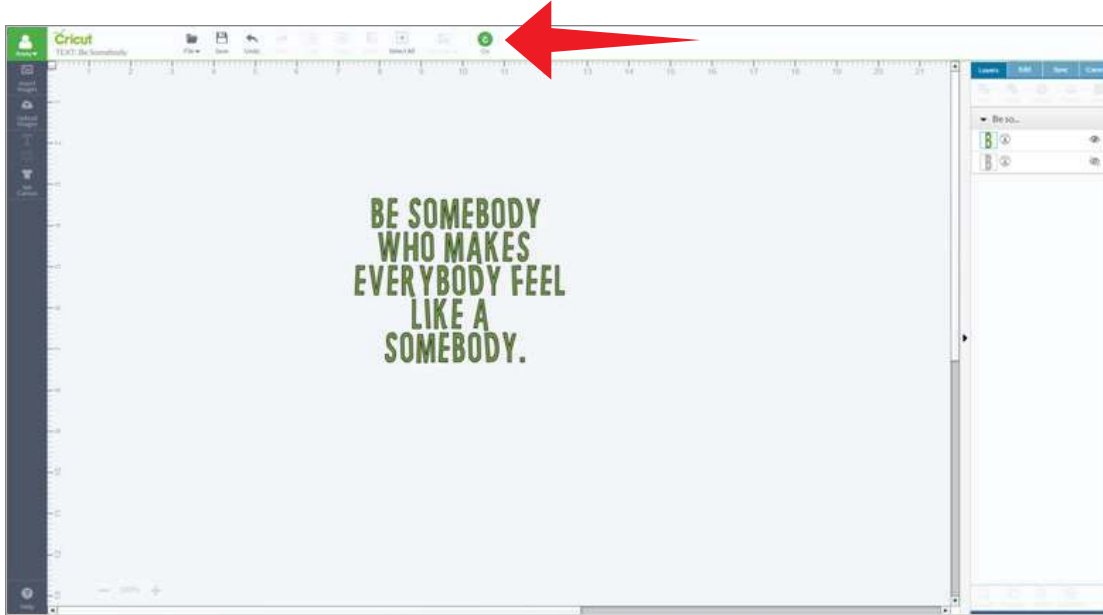
Step 6: Text will appear on the mat preview exactly as arranged in the text box.

Working with Multiple Lines of Text

Options 2: Edit text using multiple text boxes with multiple font styles

Step 1: Click "Add Text" to add a text box to your design screen. Type in the first line of text. Repeat for each line of text. Each text box appears in the Layers panel as a separate layer. Arrange the text boxes on the design screen as desired.
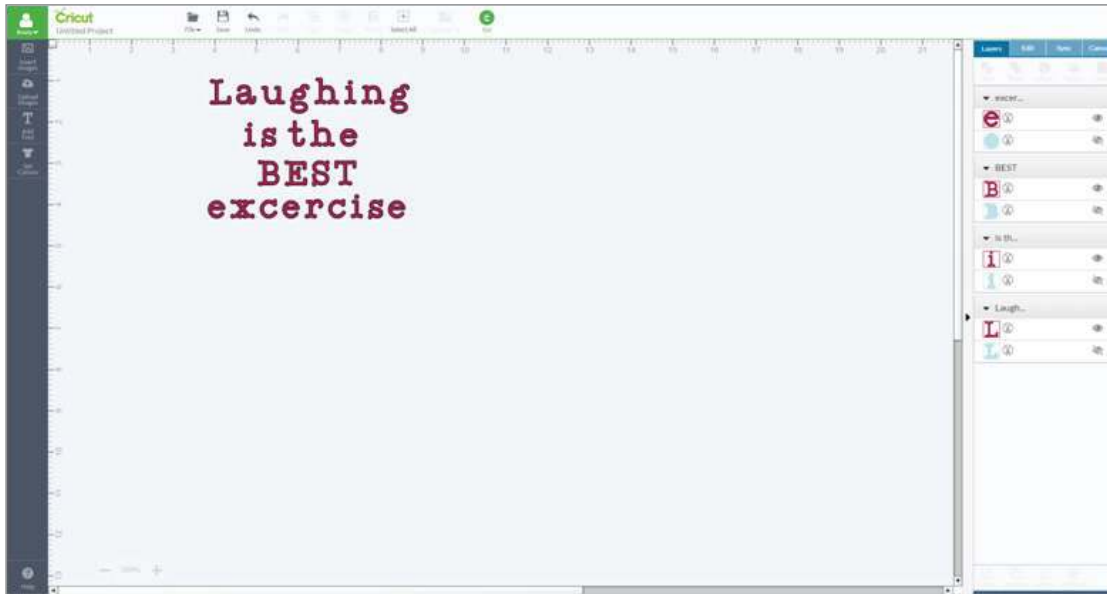
Step 2: Click the Edit tab to open the Edit panel. Choose a font and adjust the style, size, and alignment.
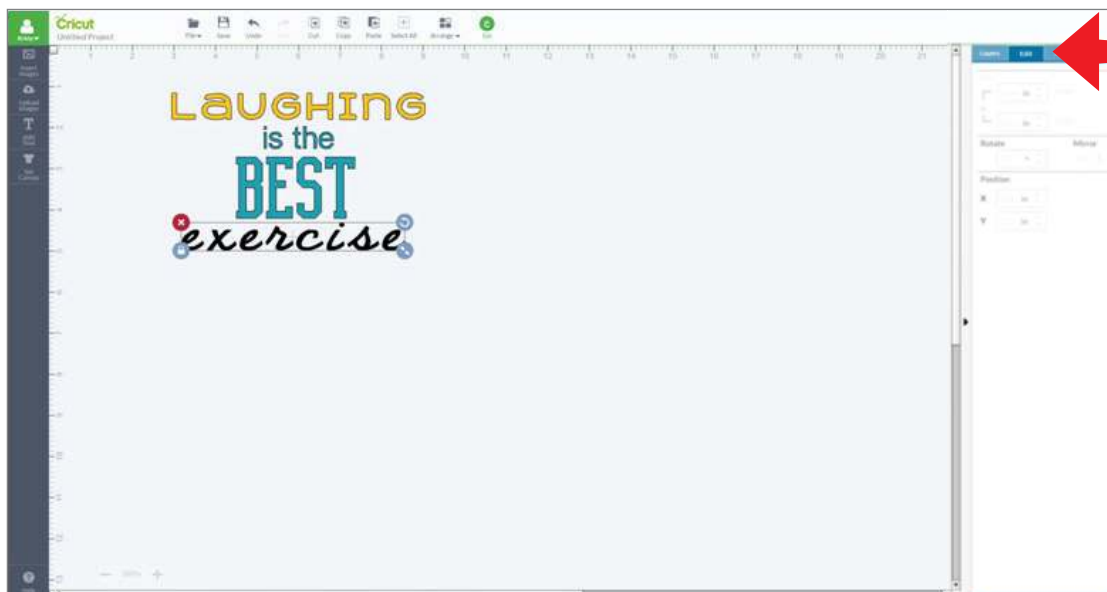
Working with Multiple Lines of Text

Step 3: If you'd like, use the letter spacing option on each textbox to move text closer together or further apart. Type an exact number in the Letter Spacing field or click the up and down arrows to adjust the spacing.
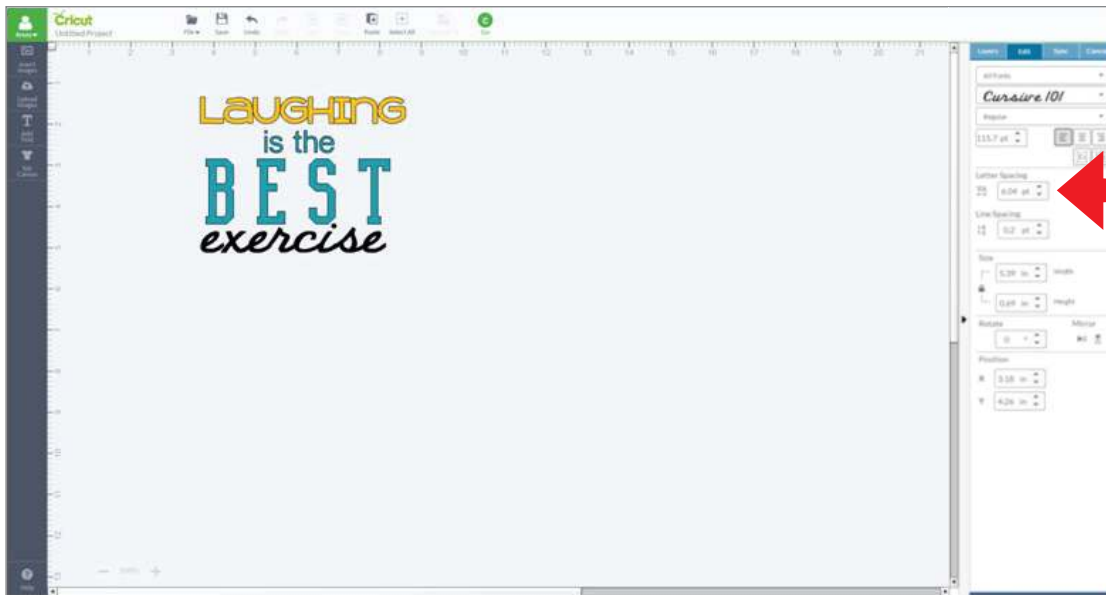
Tip: By reducing the space until letters overlap, you can join the letters together to create a single shape. Use the Weld tool found in the Layers panel to merge cuts so only the exterior cuts remain.

Step 4: You can also click on the Sync tab to open the Sync panel to reduce the number of colors in your project.

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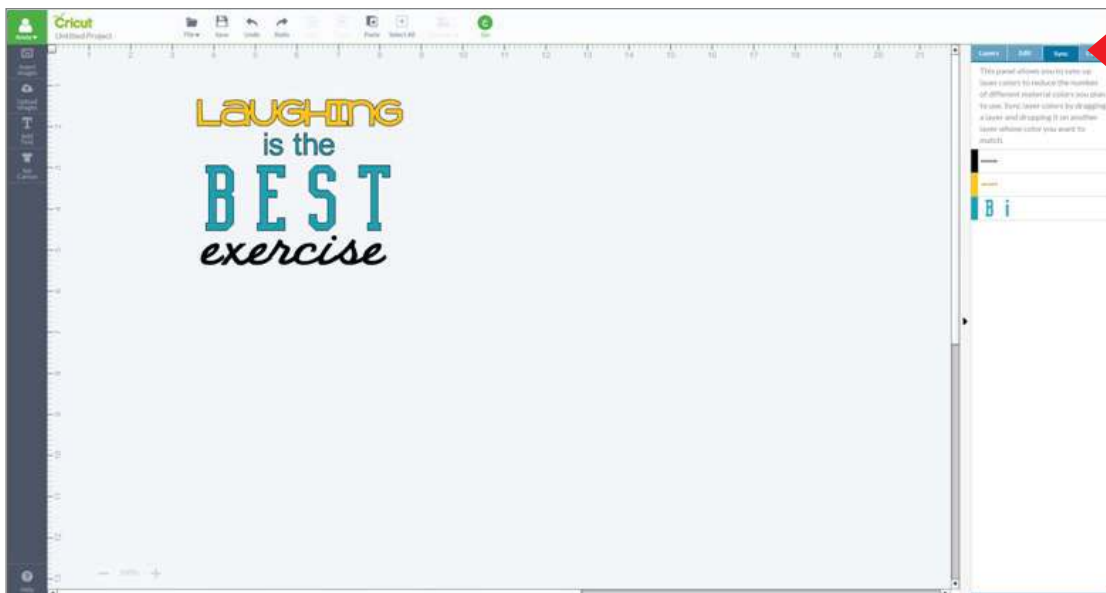
Working with Multiple Lines of Text

Step 5: Drag text layer thumbnails from one color to another. The colors will update on the design screen to reflect the change.
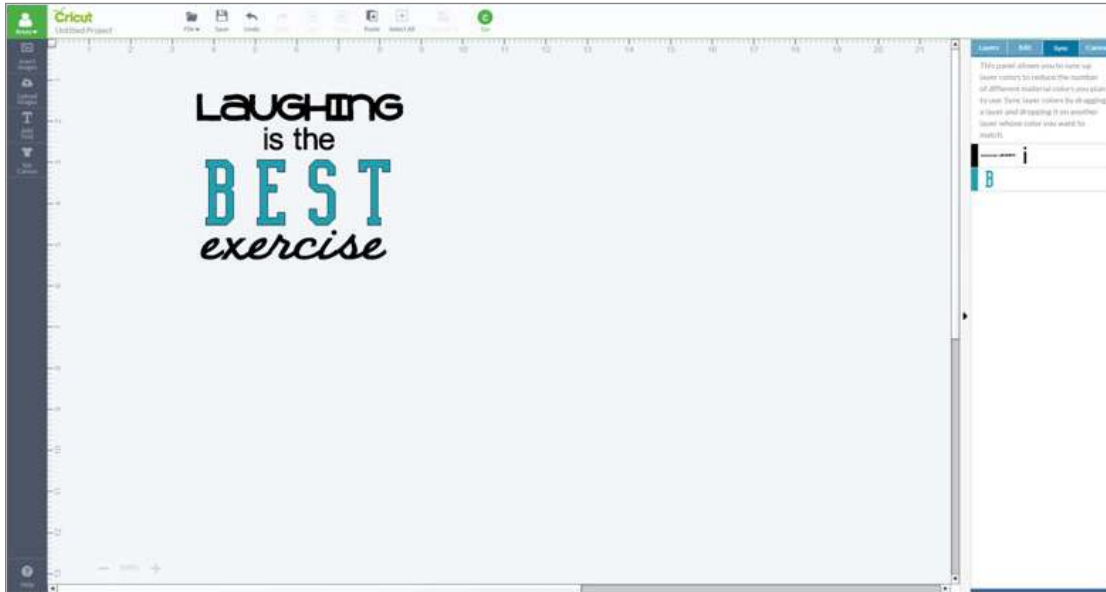
Step 6: Click on the Layers tab to open the Layers panel. Select text boxes that contain similar colors. Use the Attach tool to hold text position.
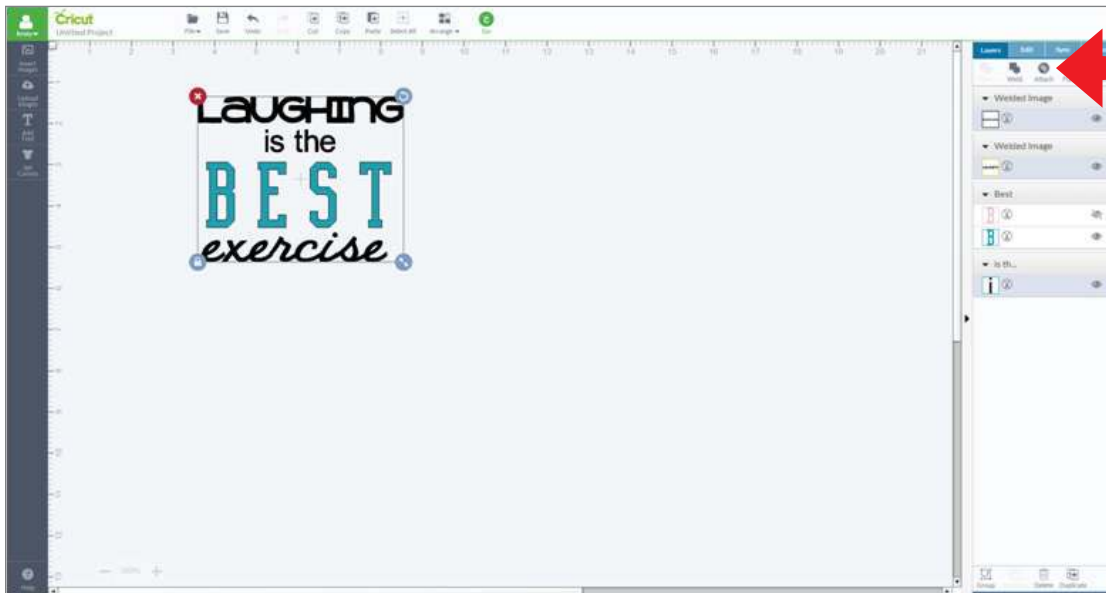
Working with Multiple Lines of Text

Step 7: Text will appear in the Layers panel as an Attached Set. It has been converted to an image and is no longer editable.

Step 8: Click "Go" to begin the cutting process.
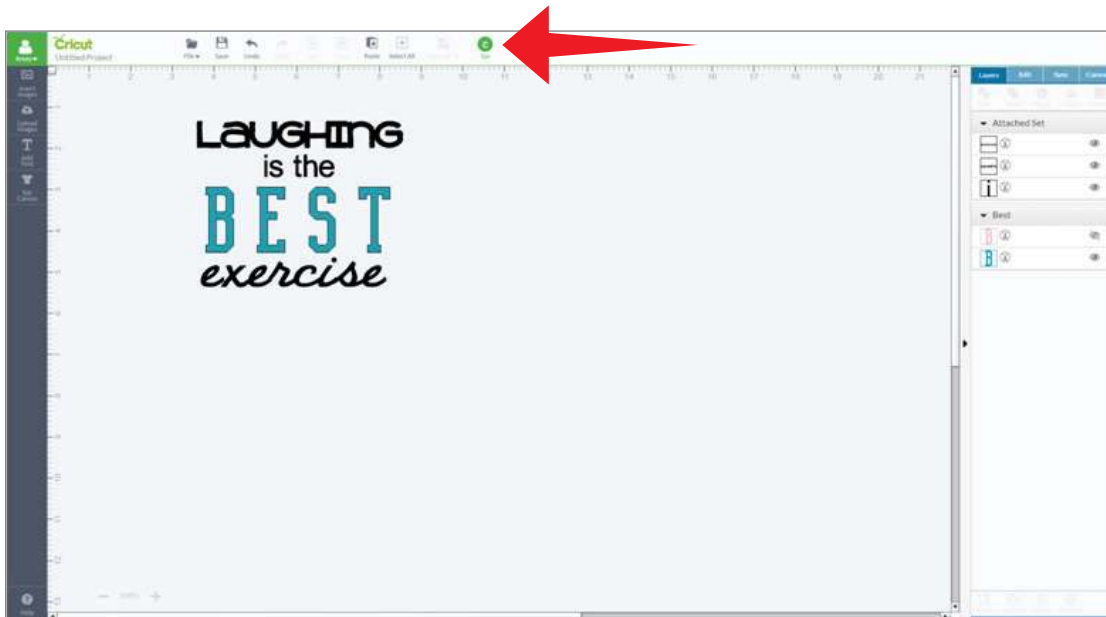
Working with Multiple Lines of Text

Step 9: Text will appear on the mat preview exactly as arranged.

Selecting a font

The edit panel in Cricut Design Space works very similar to the image edit panel when sizing, rotating and positioning text however, it also makes finding the right font and editing text simple so you can easily personalize your projects.

Tip: You can use Cricut fonts as well as any system font installed on your computer.

Step 1: Once text has been added to your project, personalize with the perfect font. Click on the Edit tab to open the Edit panel. There are three font menus to work with.

- Font Filter menu filters the fonts by category to change which fonts appear in the Font Type menu.
- Font Type menu displays fonts based on the chosen font filters. Scroll through fonts for different choices; click on a font to apply to the selected text.
- Font Style menu offers font options for regular, bold, italic, bold italic and writing style. (Font styles options may differ based on font type.)

Font Filter Menu
Font Type Menu
Font Style Menu
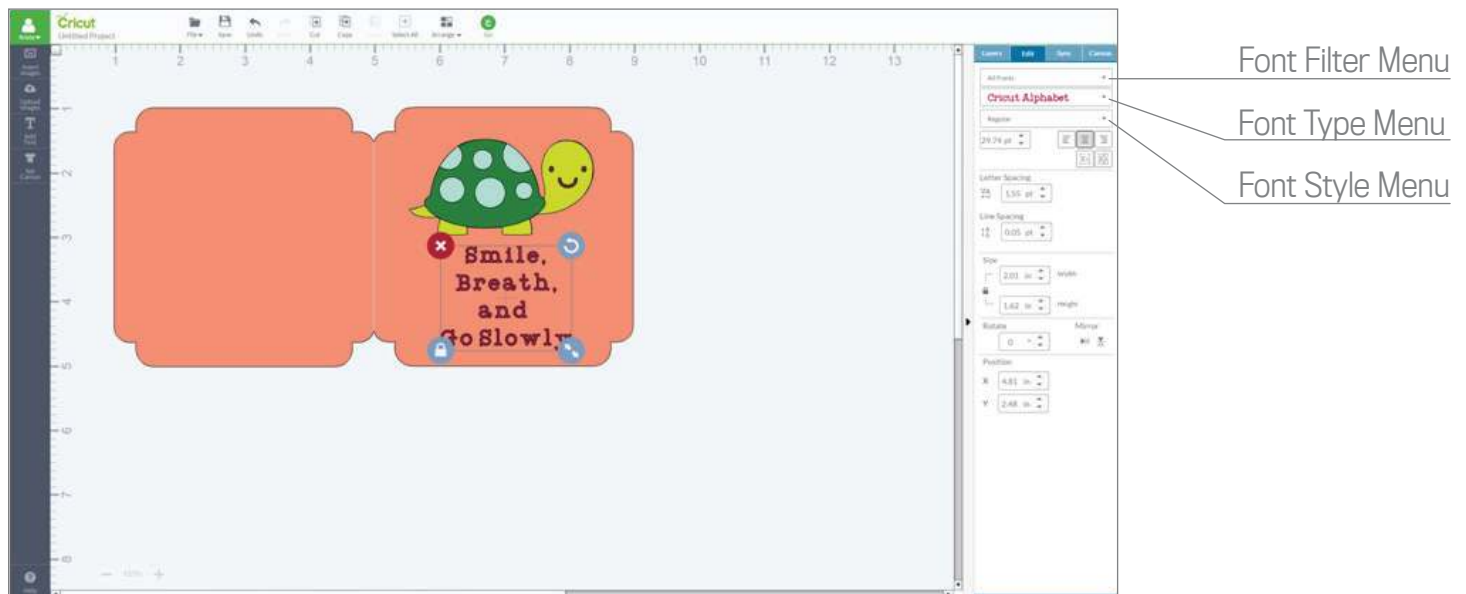
Tip: Text boxes can only contain one font however you can add as many text boxes to a project as desired.

Selecting a font

Step 2: Click on "All Fonts" to filter for different font options. There are five options to choose from however, not all fonts have all options available.

- • 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 only have 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.
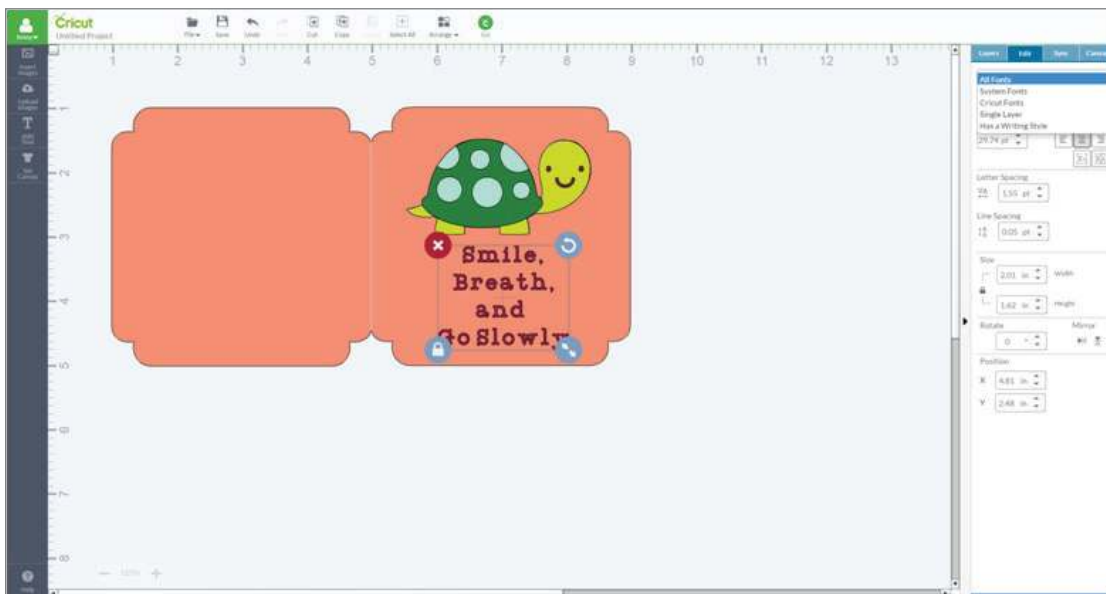
Selecting a font

Step 3: The font name of the selected font will appear in the Font Type menu. To view additional font types, click on the current font name to display the menu. Scroll through the options or enter a name in the search field and then clicking on a font of choice. The new font will be displayed.
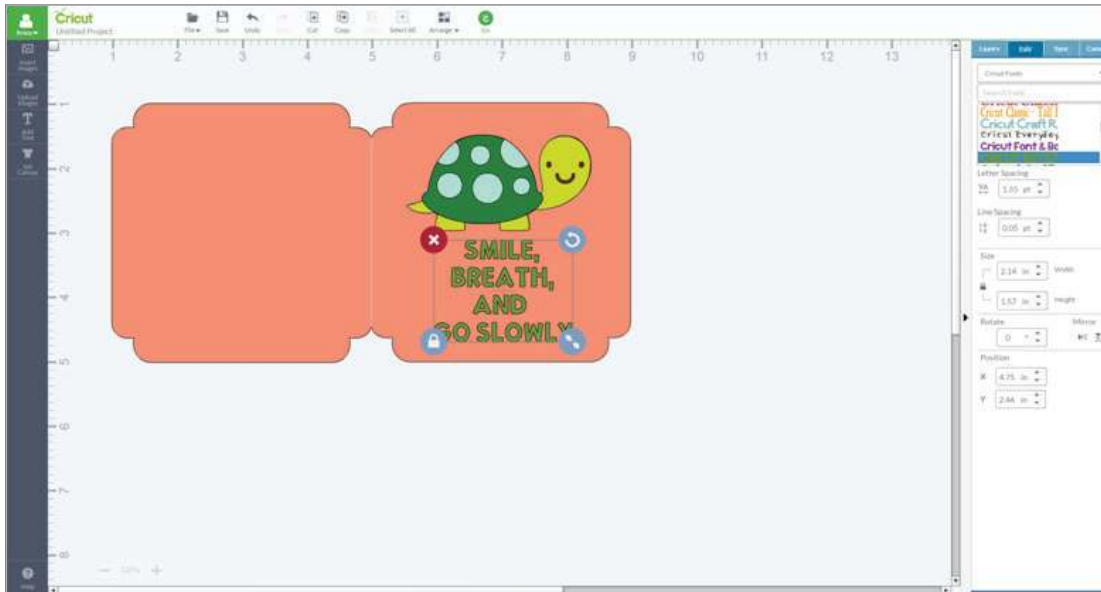

Tip: Use any font on your project with pricing listed next to the name for free. If you like the look and choose to use it on your project, you will be asked to purchase the font prior to cutting.

Selecting a font

Step 4: Fonts often have style options. To view additional font styles, click on the current font style to display the menu. Choose from options like: regular, bold, italic, bold italic, or writing style (options vary based on the font chosen). When purchasing a font, all styles available come with the font.
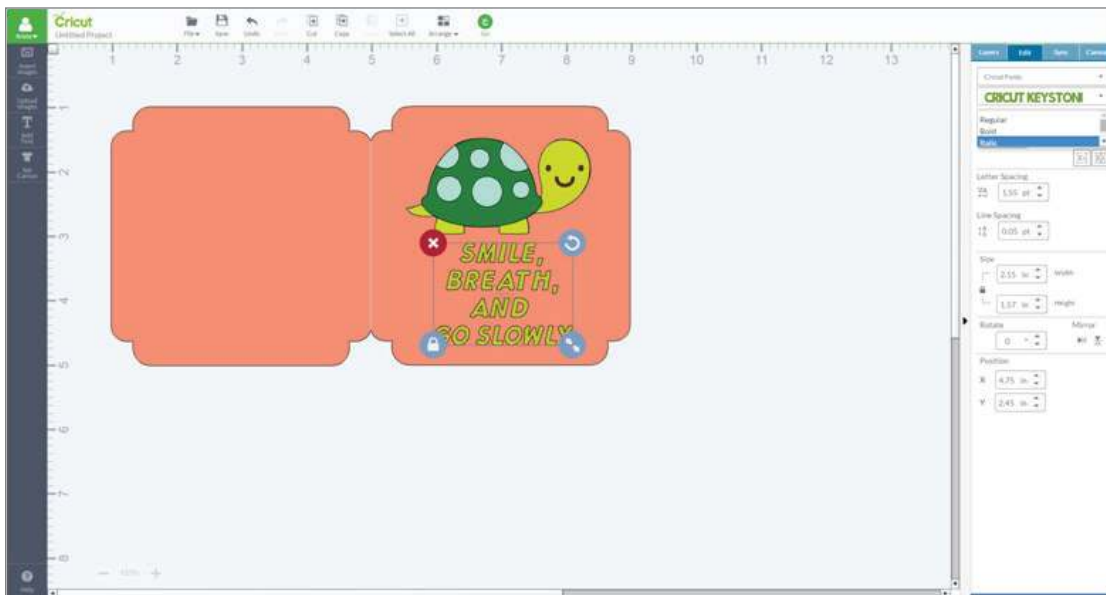
Tip: Cricut fonts often have more than one layer. Turn hidden layers on by clicking on the eye in the layers panel. You can hide layers in the same way.

Writing with Fonts

Cricut Design Space offers Cricut fonts specifically designed to be drawn with a pen and not cut. While most fonts will trace the outside of the letters, writing style fonts feature letters with single strokes, so they're the most similar to handwritten text.

Changing your font to a writing style

Step 1: To change your font to a writing style, select your text and then click on the Edit tab to open the Edit panel.
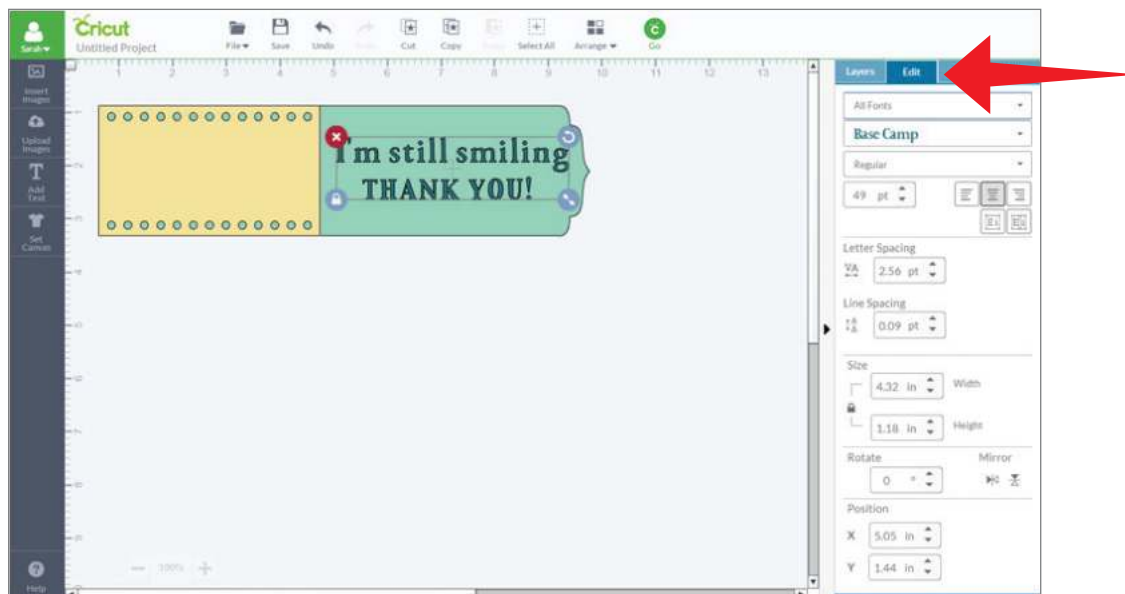
Writing with Fonts

Step 2: Click on the first dropdown in the Edit panel to filter for different font options. There are five options to choose from. Select the "Has Writing Style" option to find fonts specifically designed to be drawn with a pen and not cut. Keep in mind that not all fonts have a writing style option available.
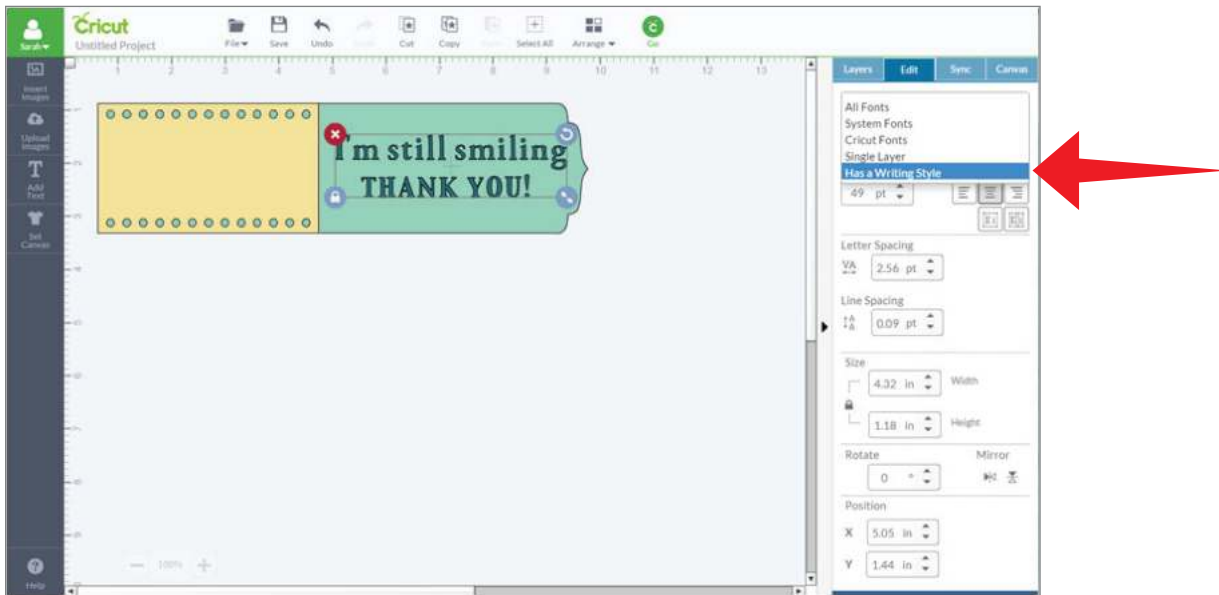
Writing style fonts automatically default to being drawn with a pen rather than cut. The text on the design screen will be changed to a Write Line Types.
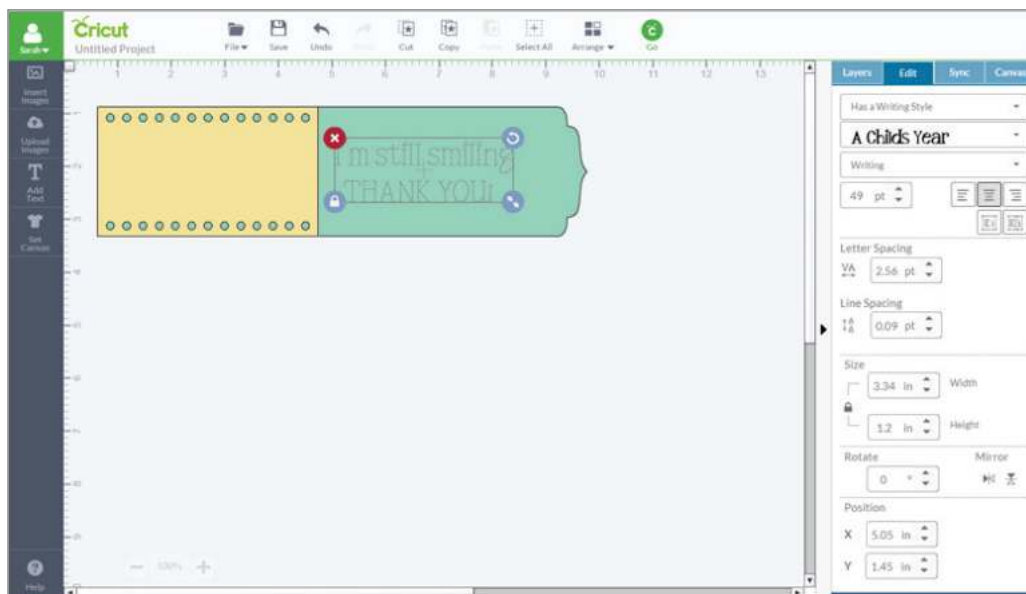
Writing with Fonts

Step 3: Choose a font design by clicking on the Font Type menu. Scroll through the options or enter a name in the search field and then click on a font of choice. The new font will be displayed.
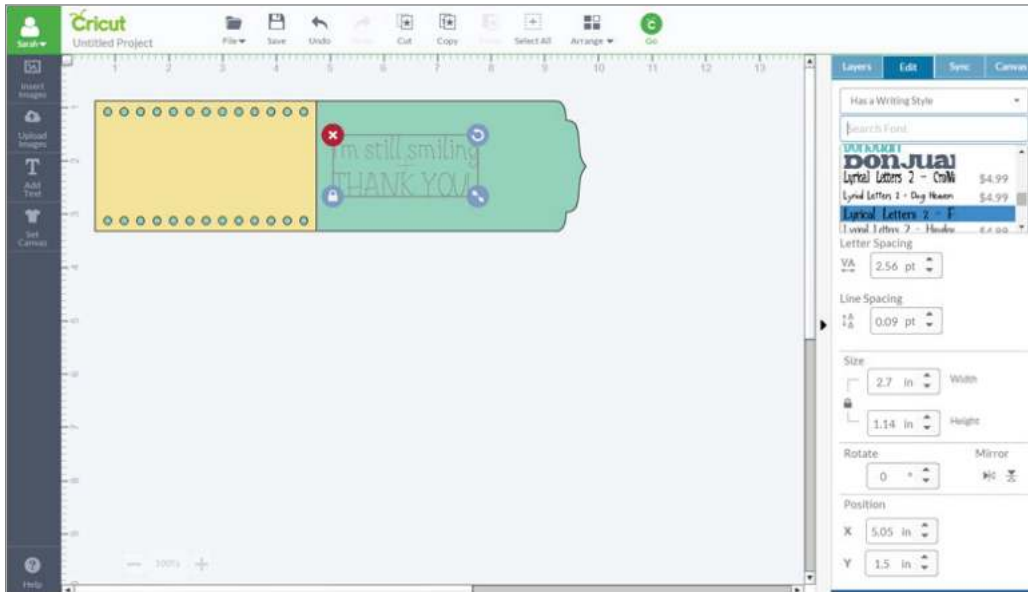
Step 4: Click on the Layers tab to open the Layers panel. Select the image layer to display the Line Type flyout. Make adjustments to the pen color.
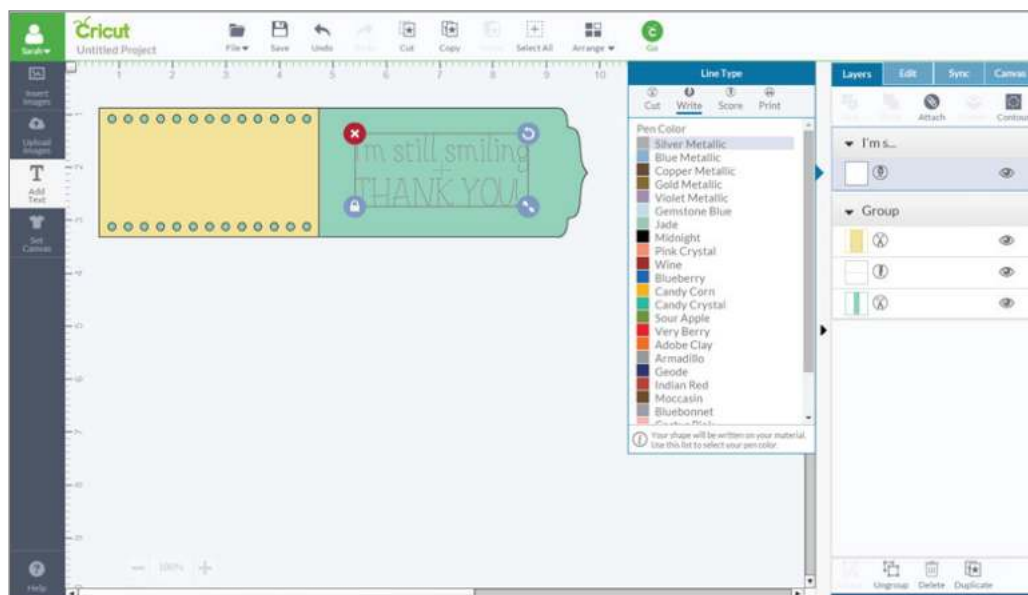
Tip: You will notice the line type is set to write and the color options have changed to match the colors of the available Cricut pens.

Writing with Fonts

Step 5: You need to indicate which layer the text should be written on. To do this, you need to use the Attach feature. Ungroup the image you are attaching your text to if it has multiple layers.
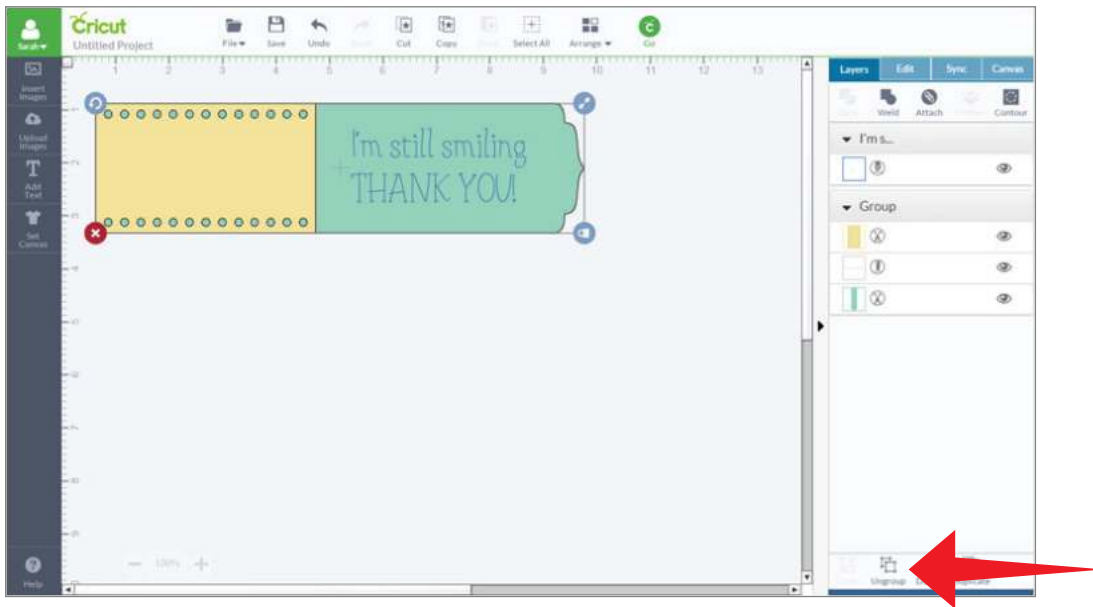
Step 6: Select both the text to be written and the image or layer you would like it to write on.
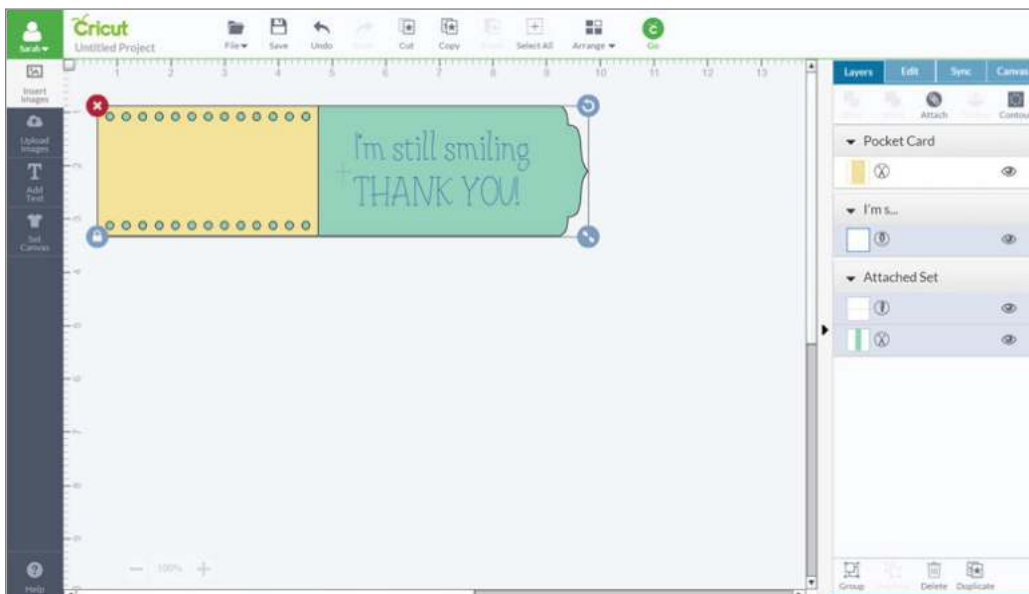
Writing with Fonts

Step 7: Once your images have been selected, click "Attach" on the Layers panel. Your text will be converted to an image and will be written on the layer it has been attached to.
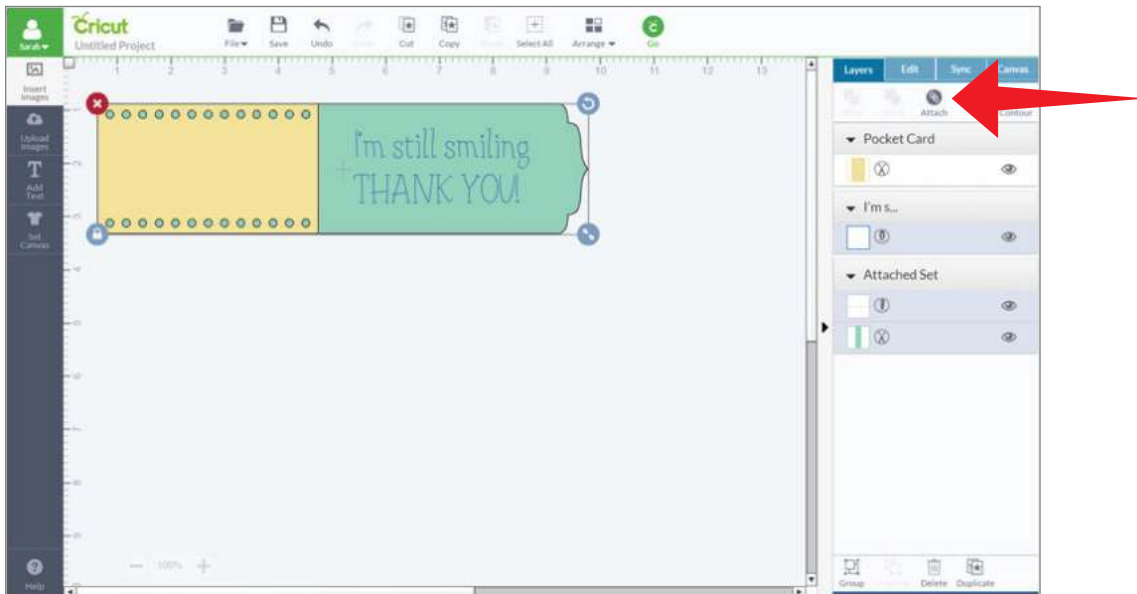
Step 8: You will know that your images are attached because they will appear as an Attached Set on the layers panel. Click "Go" to begin the cutting process.
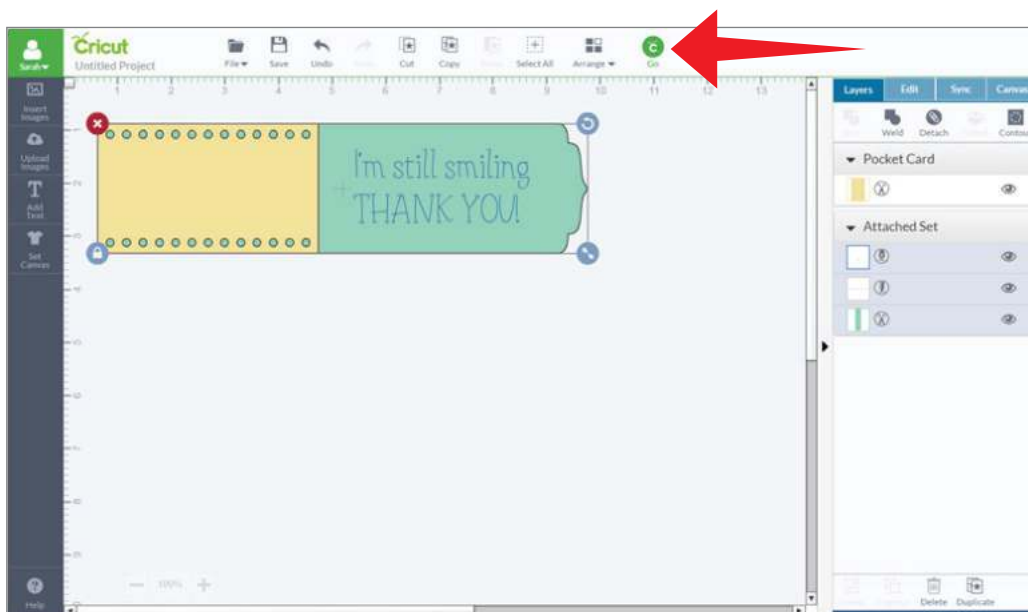
Writing with Fonts

Step 9: The images will appear on the Mat preview screen exactly as you have them arranged on your project. Click "Go" to continue.
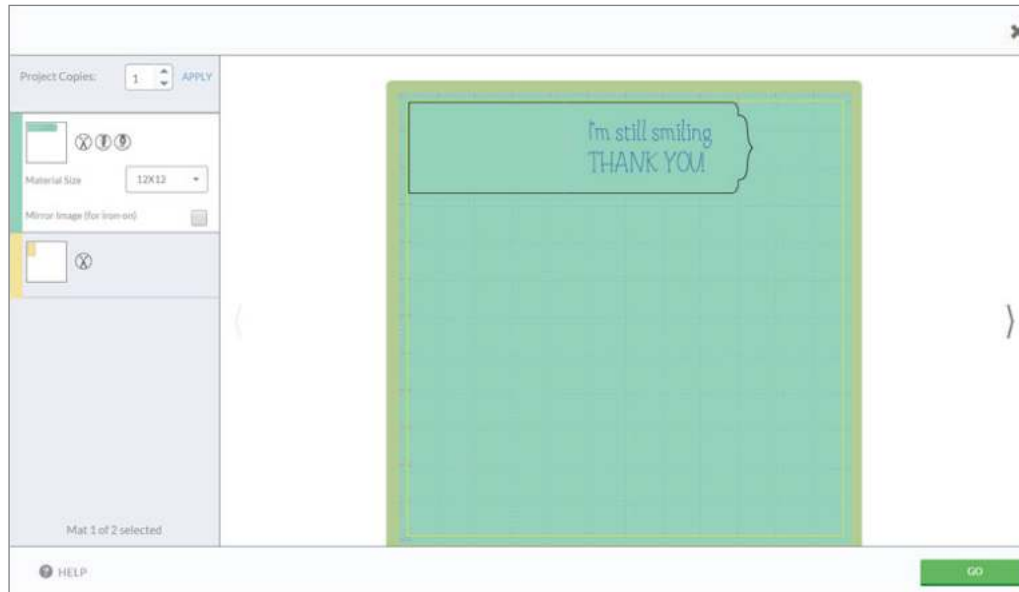
Step 10: During the cutting process, you will be prompted to insert your pen when necessary.
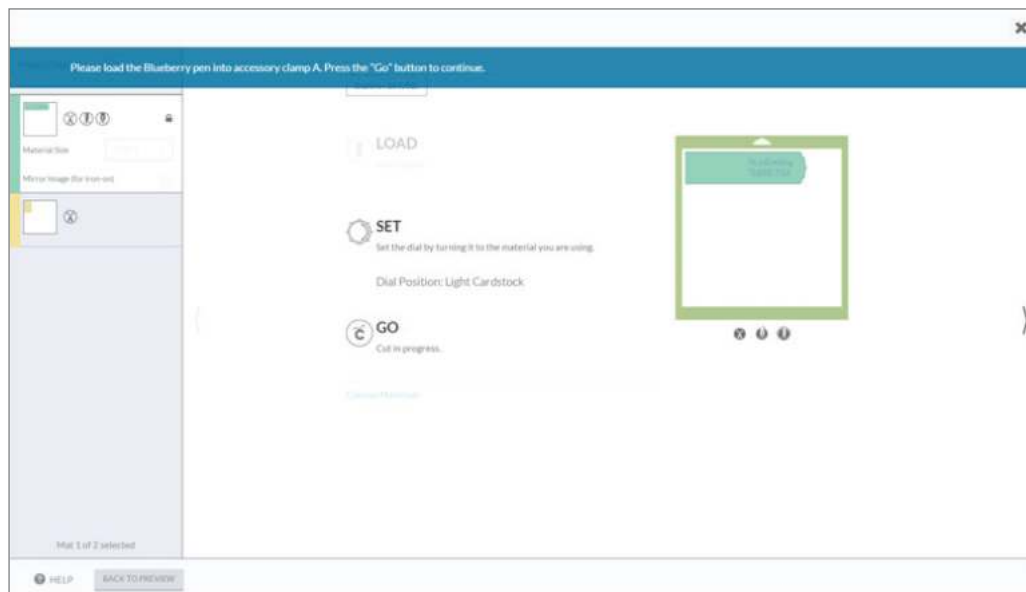
Tip: If items are not attached, Cricut Design Space will cut in paper saver mode, meaning it will automatically place objects on the cutting mat as close together as possible to conserve material and written text will be placed on its own cutting mat.

Mat preview overview

Viewing your project on the mat preview is the final step before sending your project to the Cricut® machine. On the mat preview, you can make some final edits to your project, including:

- Changing project quantity,
- Selecting material size,
- Moving images around on the mats, and
- Rotating images on the mats.

For Print then Cut projects, you also will be able to select whether you want the images to print with a bleed around the edges to ensure you won't have to trim away any white space.

To access the mat preview, click "Go" on the design screen.
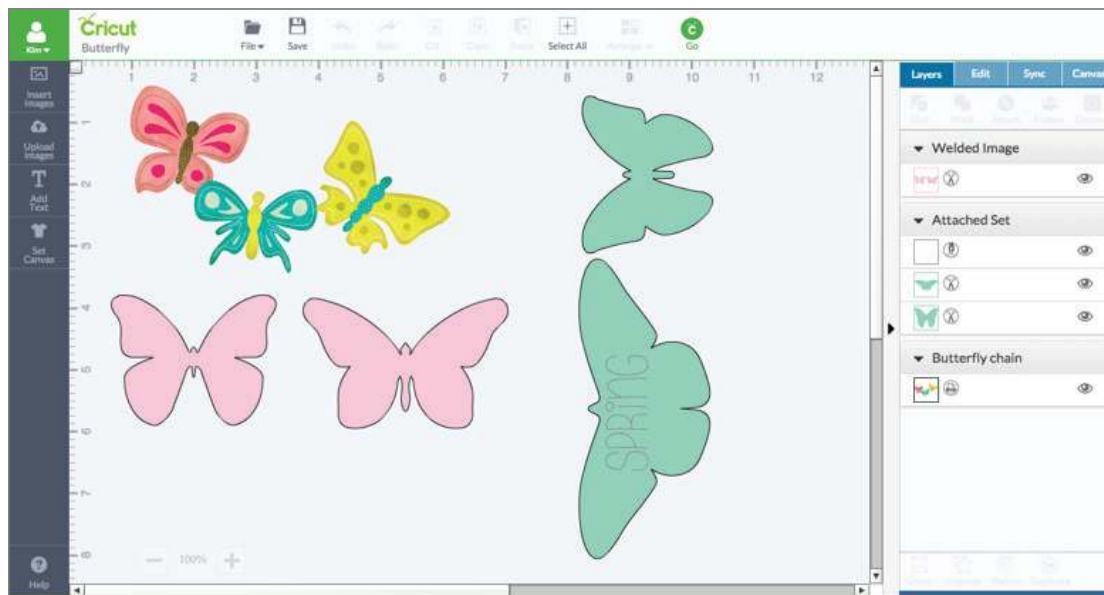
All of the images on your project will be separated onto different mats based on line type and material color. Attached images will be placed together based on selections made on the design screen.

Mat preview overview

On the mat preview, you can select the number of projects that you would like to make. Click in the box next to "Project Copies," type in the number of copies, and then click "Apply."
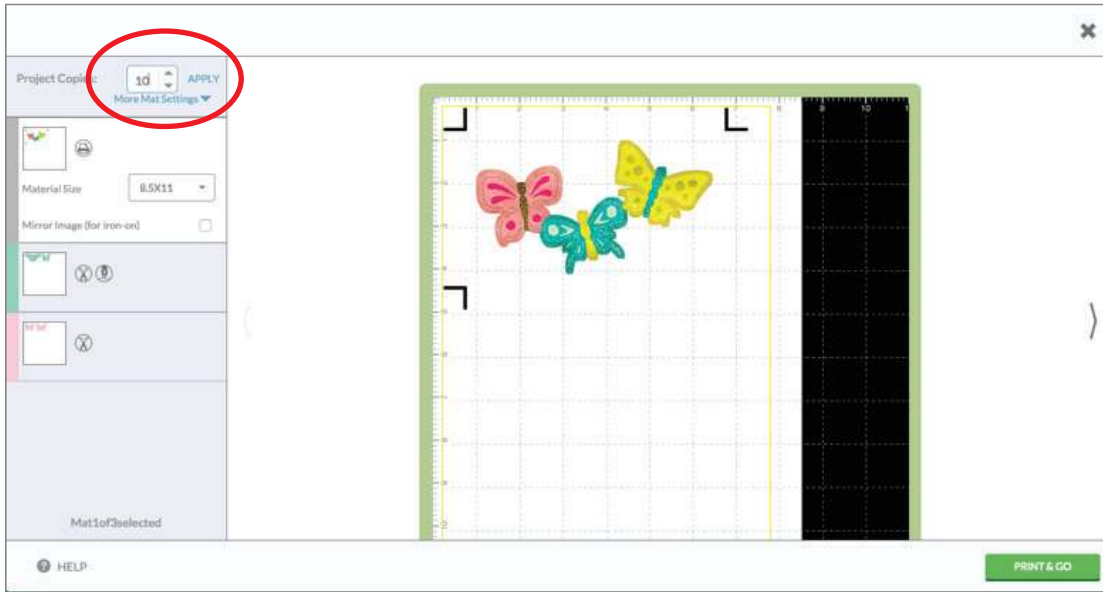
Each of the images in your project will be duplicated as many times as indicated. The images will automatically flow to new mats as necessary.
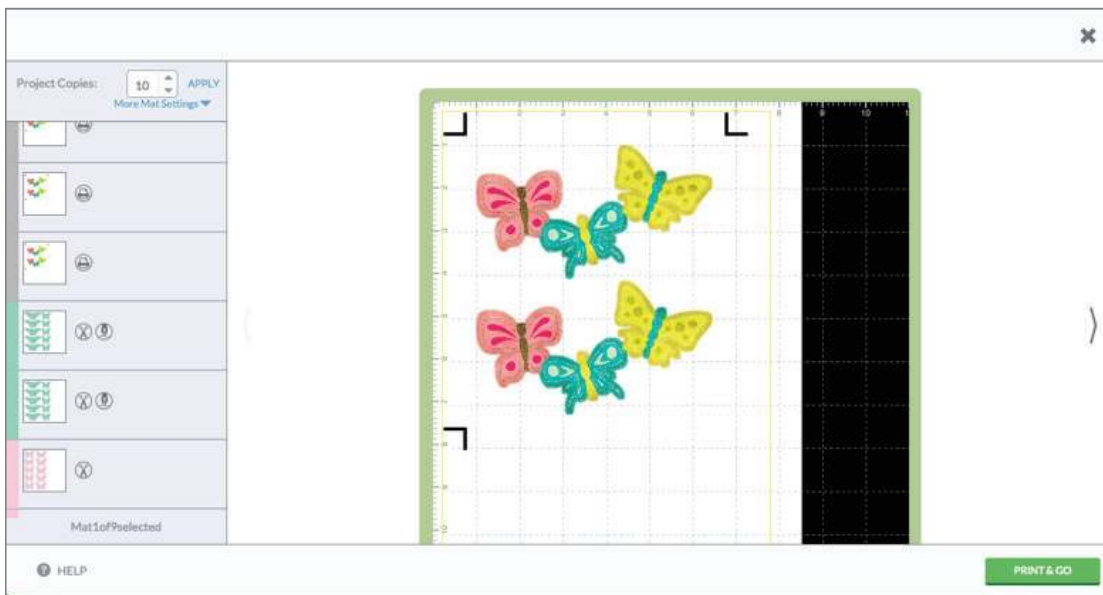
Mat preview overview

You can preview each of your mats by clicking on a mat thumbnail on the list at the left side of the screen.
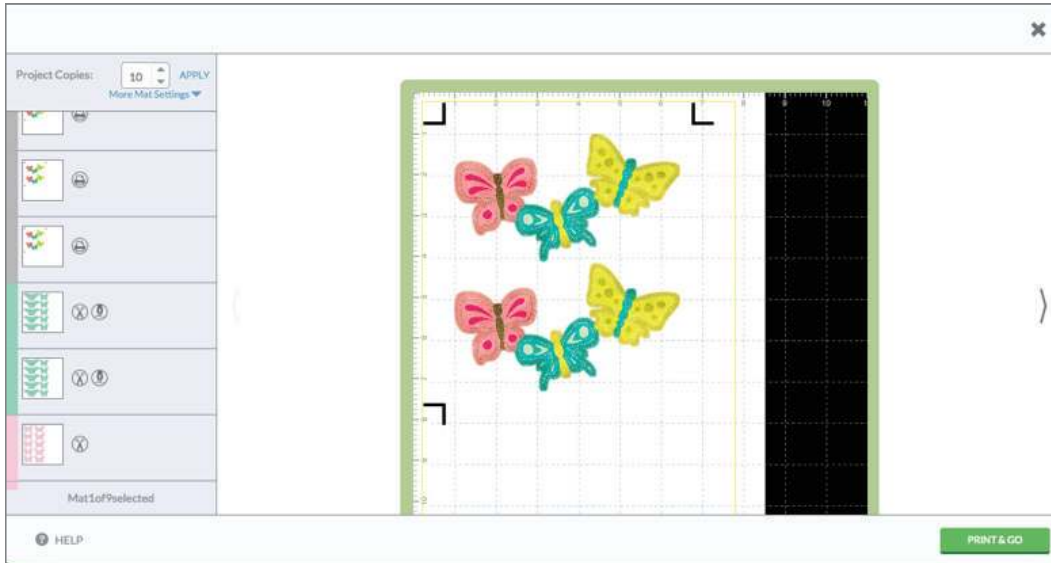
Once a mat is selected, you can make several changes to it. These include changing the material size, mirroring the images for iron-on material, moving and rotating on the mat. Each of these changes only affects the mat that is selected. If you would like to make changes to multiple mats, you will need to edit each mat individually.

To change the material size, select an option from the Material Size menu. Select a different option. At this time, print then cut is limited to 8.5" x 11" material.

Tip: The Material Size menu only offers material sizes larger than the largest image on the mat. At this time, Print then Cut mats are limited to 8.5" x 11" material.
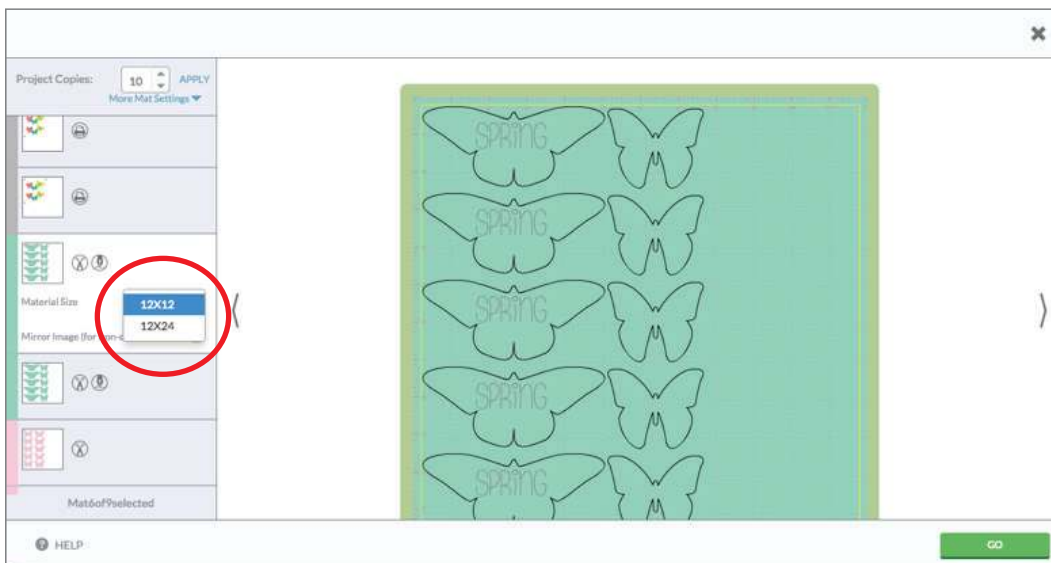
Mat preview overview

You can turn mirroring on or off by checking the box labeled "Mirror (for iron-on)." All the images on the mat will be mirrored (flipped once horizontally). Images will appear reversed when cut. This is particularly important if you are using iron-on as your material; if you do not mirror the images, they will appear in reverse when ironed on.

Tip: Mirroring only affects the selected mat. If you wish to mirror more than one mat, turn mirroring on for each mat individually.

Images will automatically be placed on your mat as shown in the mat preview. You have the option to move images around on the mat preview for preferred placement.

To move images, drag the image to the desired location. Bounding boxes can overlap; however, keep in mind that cut lines that overlap on the mat preview will cut into one another.
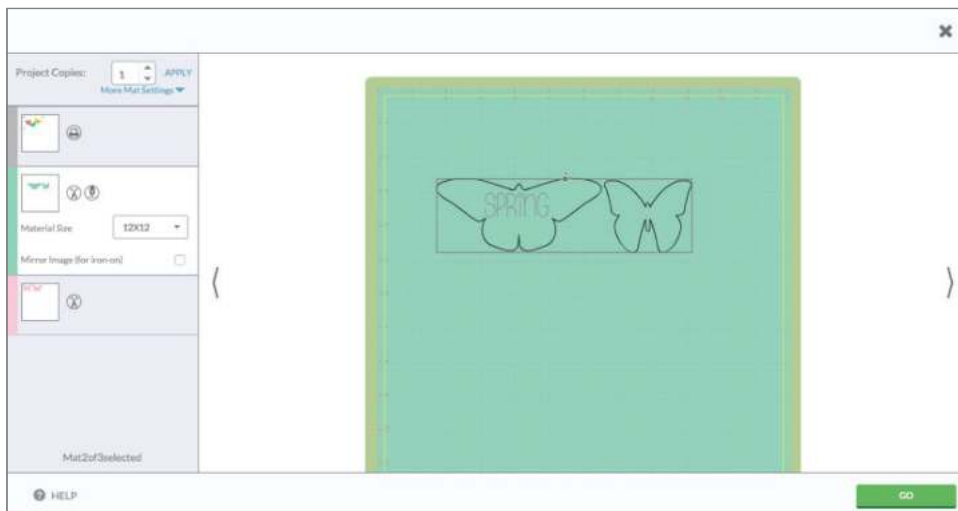
Mat preview overview

To rotate an image, select it by clicking on it and then drag the rotate handle to rotate the image in either direction. The rotate handle is a circle icon at the top center of the bounding box; when you click it, a curved arrow appears.
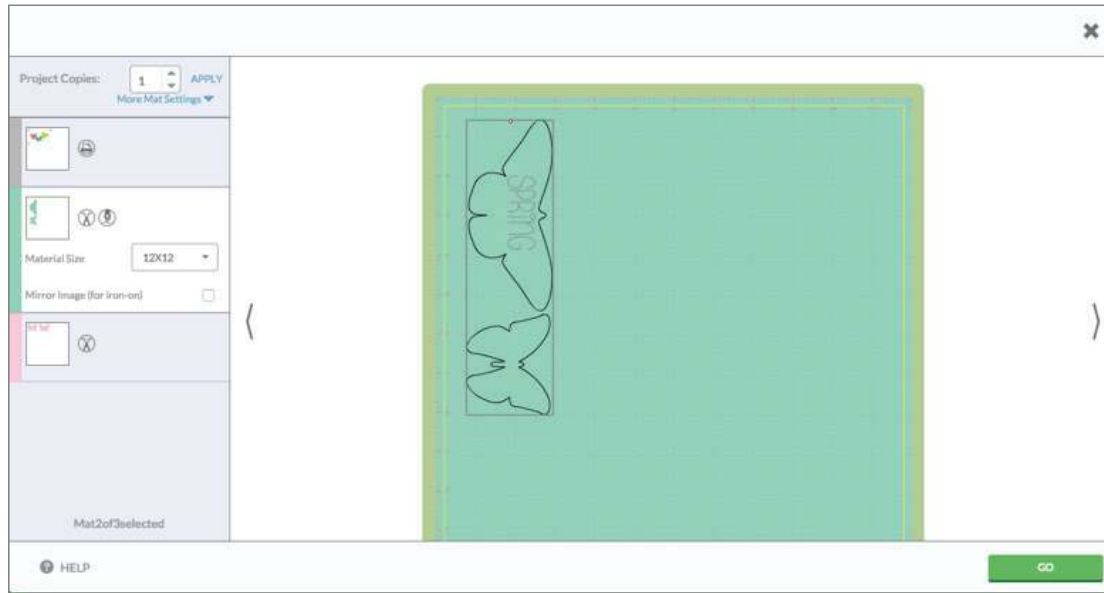
Once you are satisfied with image placement, click "Go" to proceed to the cut screen.

Tip: If you are not signed into your Cricut account, you will need to sign in with your Cricut ID prior to continuing.
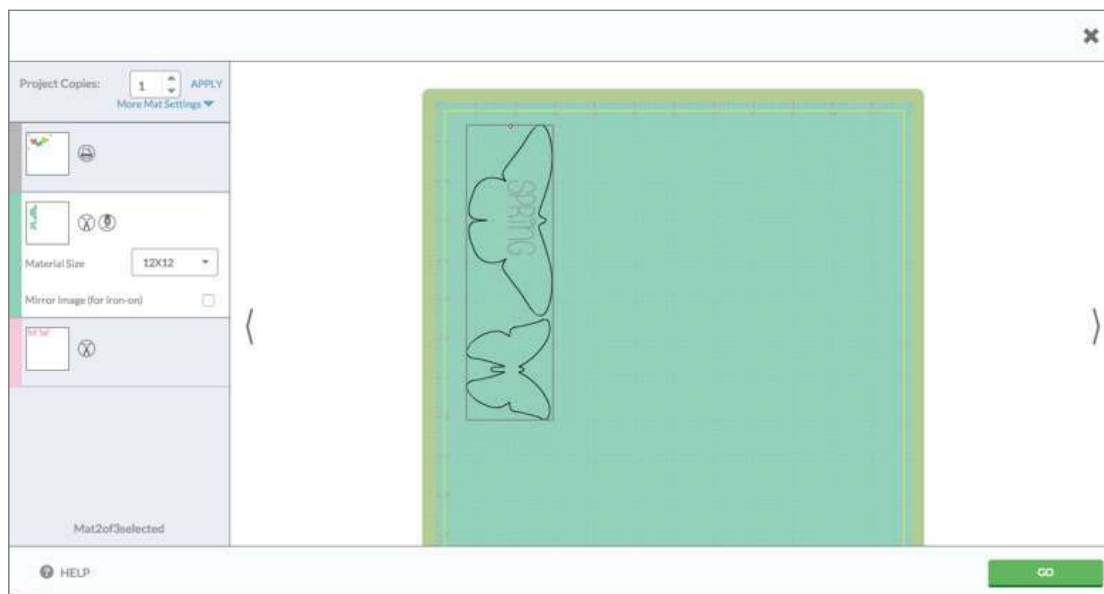
Mirroring images for iron-on

When working with iron-on material, you can mirror images on the mat preview so they can be correctly applied. Images will appear reversed when cut. If you do not mirror the images, they will appear in reverse when ironed on.

Step 1: Once you are done designing your project, click "Go" in the top menu of the design screen.
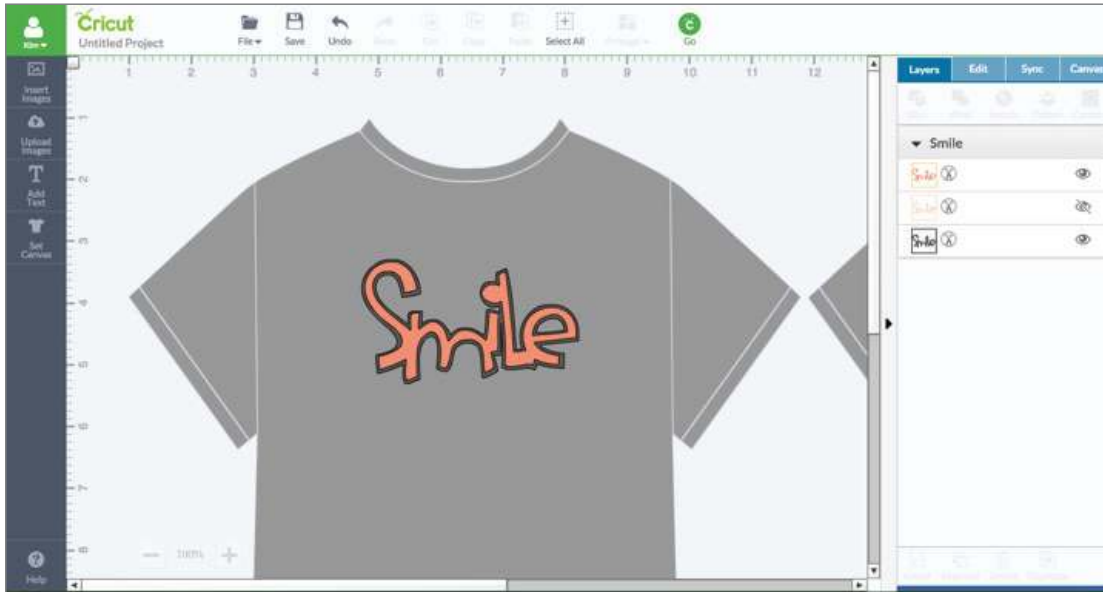
Step 2: Select the mat on which you will be using iron-on material and check the box labeled "Mirror Image (for iron-on)". Repeat individually for each mat that will cut with iron-on material.
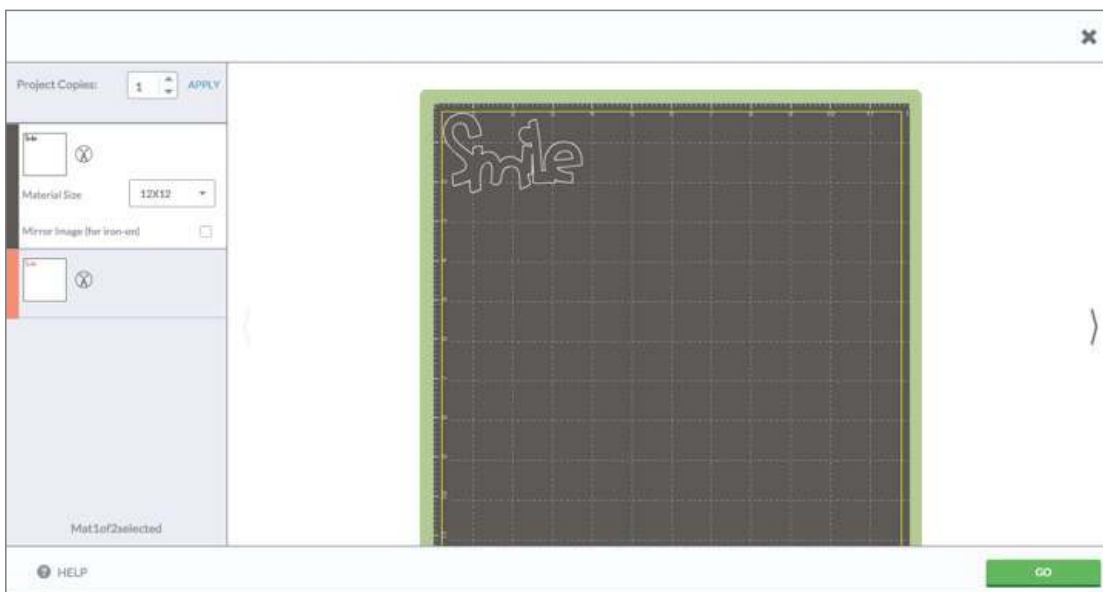
Once you select the mirror option, the images will reflect the change on the mat preview.

Mirroring images for iron-on
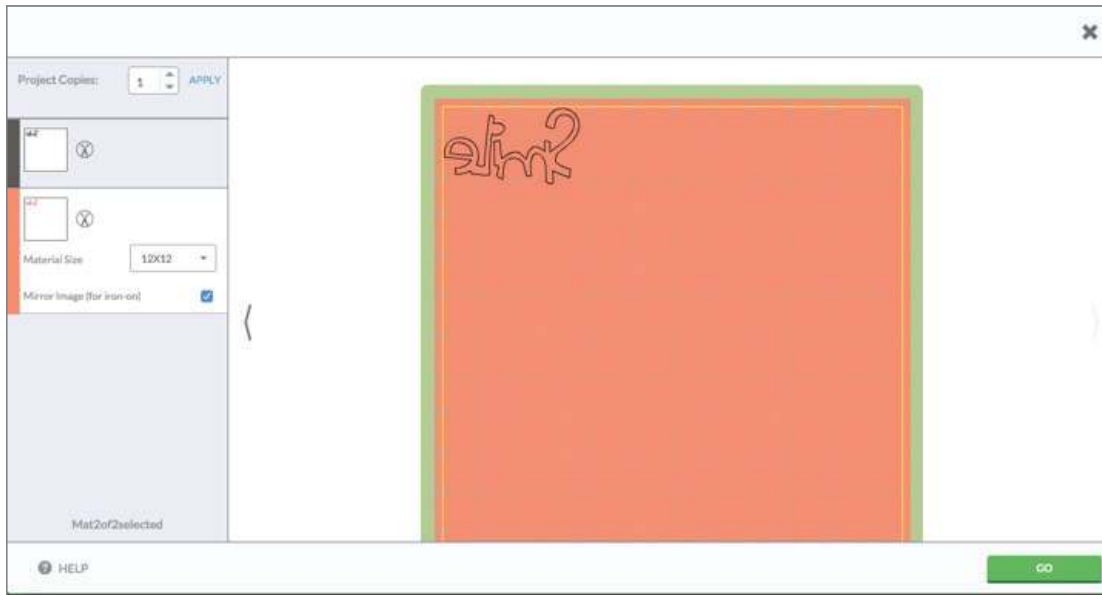
Tip: If you have set the Smart Set® dial to iron-on but did not mirror your images on the mat preview, you will get an alert on the cut screen. If you wish to mirror the images, simply return to mat preview, check the Mirror checkbox, and then click "Go" to return to the cut screen.

Load, Set, Go

Loading the mat into the machine, selecting the material on the Smart Set Dial™ and telling your machine to cut are your final steps in cutting the project.

Step 1: Once your project is complete, click "Go" on the top menu of the design screen to begin the cutting process.
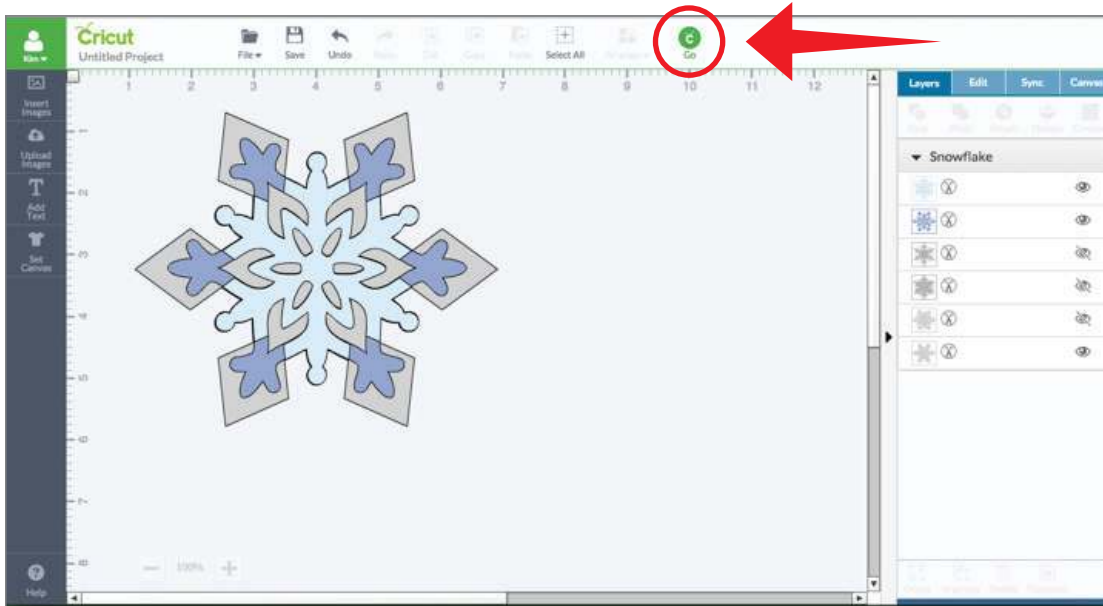
Tip: We recommend saving your project before proceeding to the mat preview screen. Click "Save" on the top menu of the design screen to place a copy of the design in your projects.

Load, Set, Go

Step 2: On the mat preview, review your cutting mats and make any desired changes. Then, click "Go" on the bottom right corner of the mat preview. If you haven't already done so, you will need to sign in with your Cricut ID and purchase needed images.
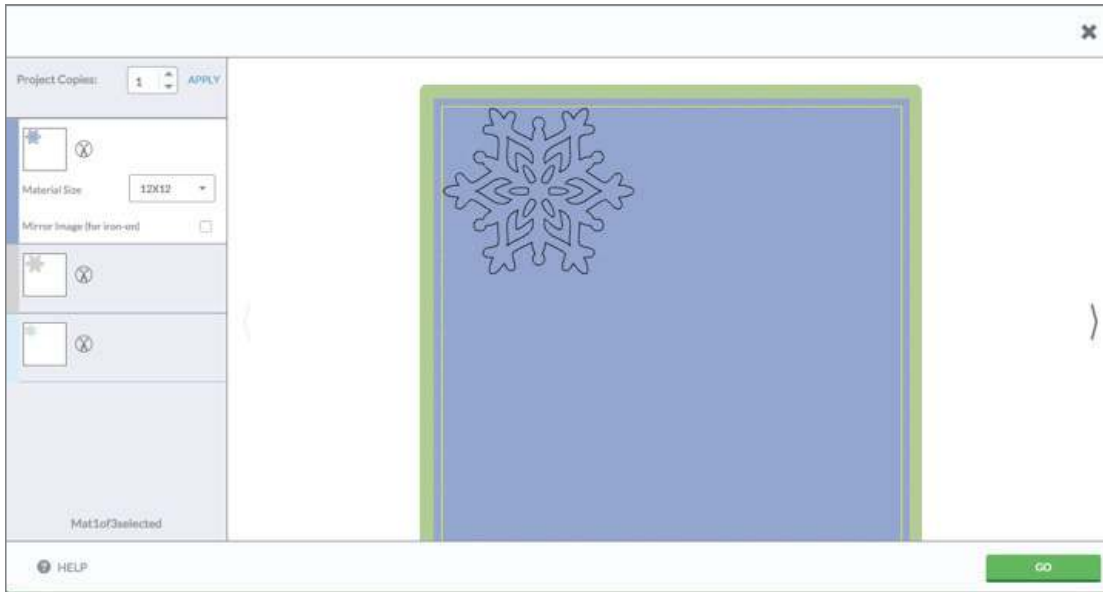
Step 3: Load your mat into your Cricut® machine keeping mat pushed firmly against rollers, and then pressing the flashing Load/Unload button.
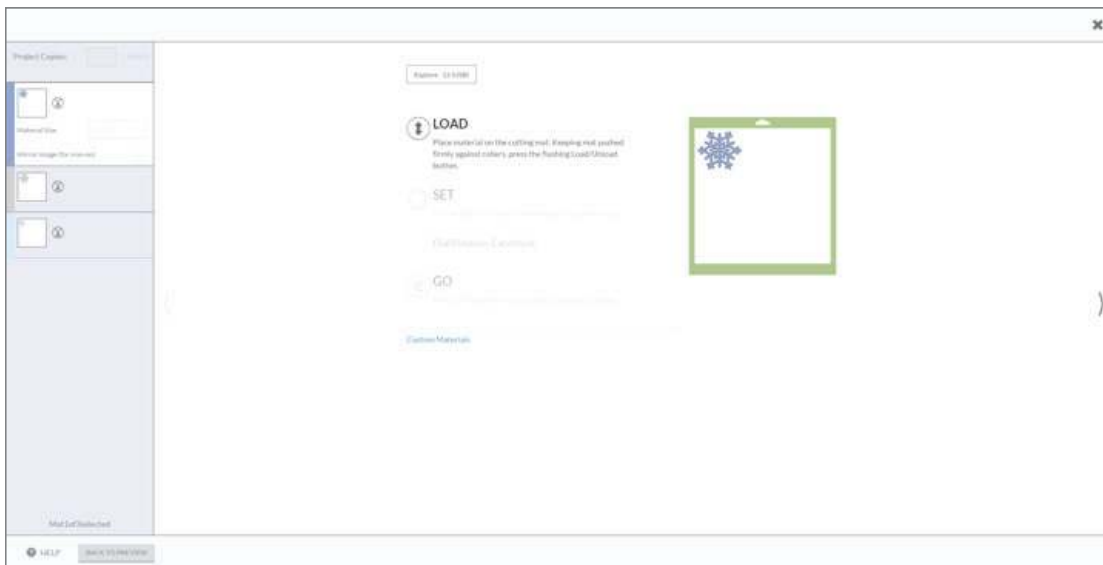
Tip: If you are connected via Bluetooth and USB, you may be prompted select the proper connection at the top of the screen.

Load, Set, Go

Step 4: Turn the Smart Set dial to the desired material. If you select "Custom" on the dial, you will also need to select the appropriate material from the drop down menu on the cut screen.
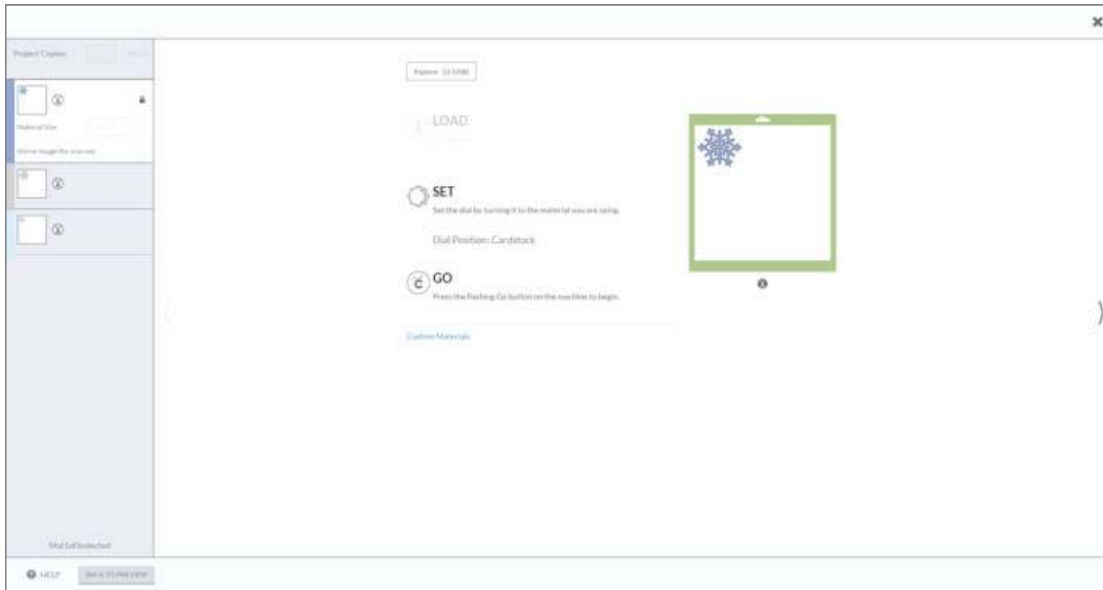
Step 5: Click the blinking Go button to begin the process. If necessary, you will be prompted to insert your pen or scoring stylus at the appropriate time.

Tip: *If the wrong material setting was selected on the dial, press the Pause button on the machine to stop the cut. Turn the dial to the correct material setting and press Pause again to continue cutting. Once the cuts are complete, if you need to recut the designs on the material press the Go button on the machine prior to unloading the mat. The machine will then redo the cuts in the same locations.*

Load, Set, Go

Step 6: Click the blinking Load/Unload button. The mat will unload and you automatically will move to the next mat.

Tip: *If the first pass didn't cut all the way through the material, you can redo the cut. Keep the mat that is currently in the machine in place without unloading. Change your dial setting and then press the Go button on the machine. The machine will then redo the cuts in the same locations.*

Choosing which mat to cut

When your project has multiple mats, you can choose which mat you want to cut. The choice can be made from the mat preview screen or the Load, Set, Go screen.

Option 1: Select a mat from the mat preview

In the mat preview screen, select the mat you would like to cut. You can do this by using the arrows found on the left and right side of the screen or by clicking on the mat thumbnail. Click "Go" to continue.
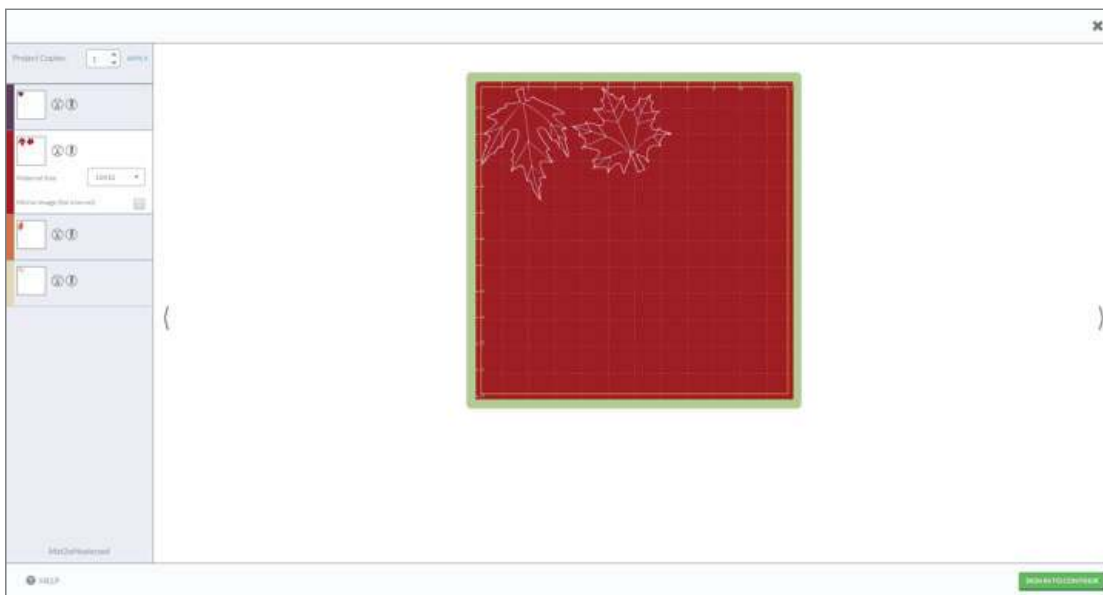
Tip: If you are not signed with your Cricut ID, you will need to do so to continue.

The Load, Set, Go screen displays the mat last viewed in the mat preview. This will be the first mat to cut. Follow the onscreen prompts to complete the cut.
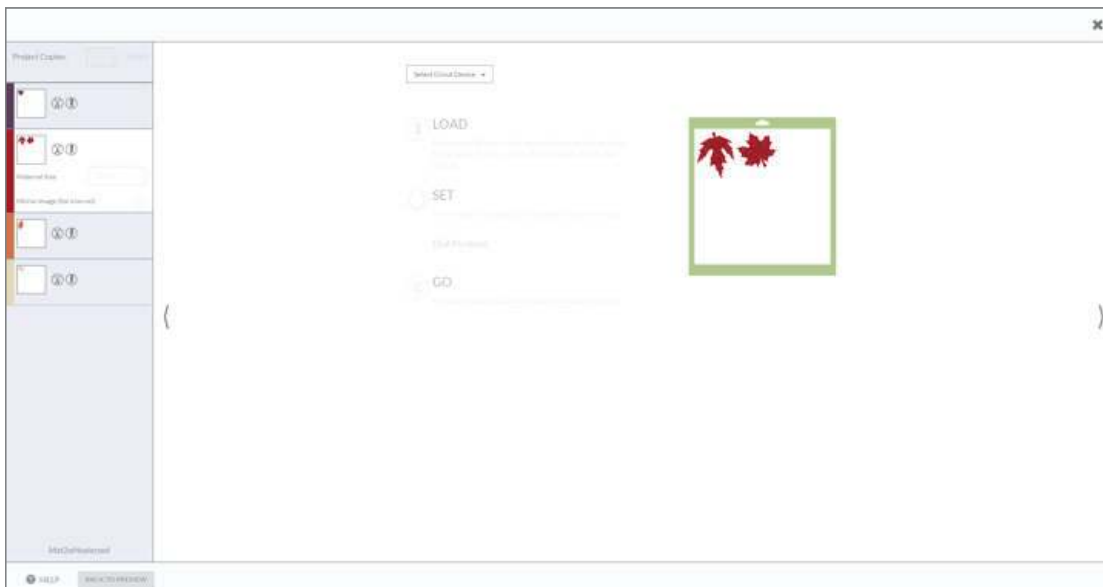
Choosing which mat to cut

Once the mat is unloaded, a checkmark appears on the mat list next to the mat to indicate that the cut is complete. This helps you keep track of which mats have been completed.
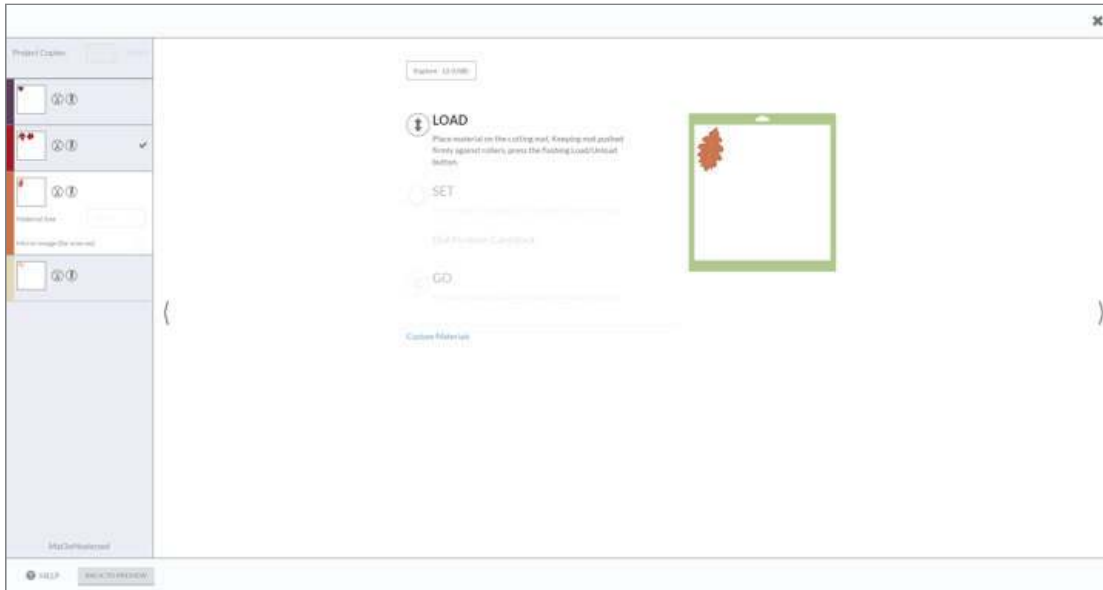
Tip: To recut the same mat, select the mat again on the Load, Set, Go screen and then follow the onscreen prompt to complete the cutting process.

Option 2: Select a mat from the Load, Set, Go screen

From the mat preview, review your cutting mats and make any desired changes. Click "Go" to continue.
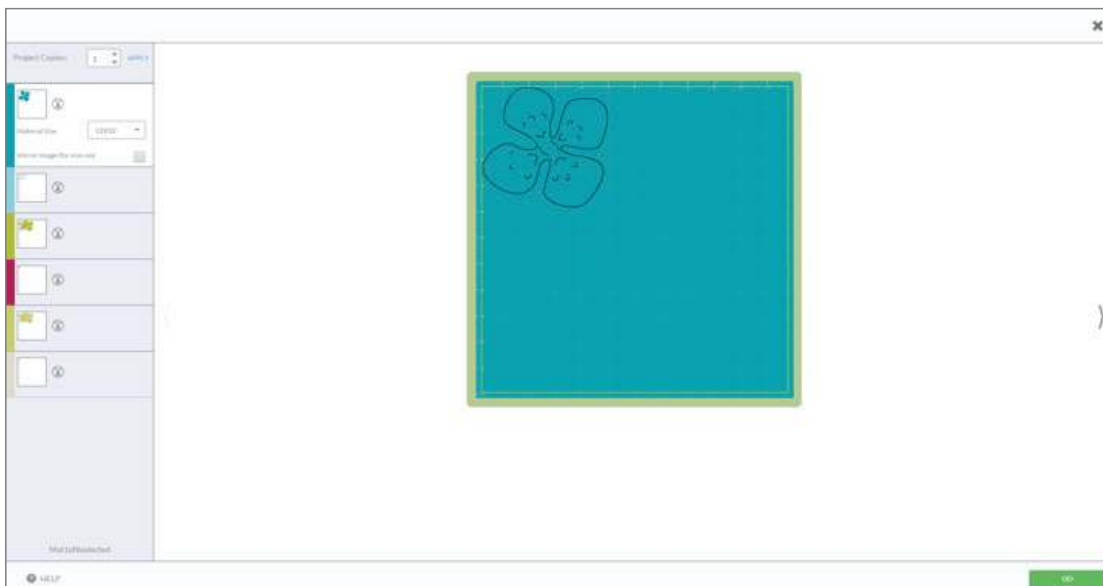
Choosing which mat to cut

Tip: If you are not signed with your Cricut ID, you will need to do so to continue.

The Load, Set, Go screen will display the mat which was viewed last.
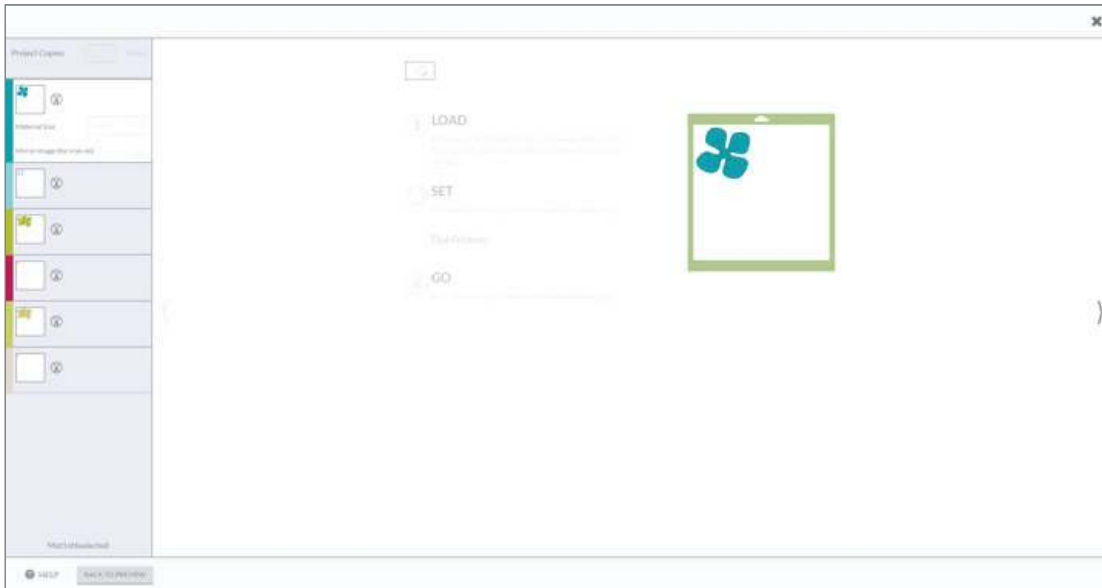
All the mats in your project appear in a list on the left side of the screen. Select the mat you would like to cut and follow the onscreen prompts to complete the cut.
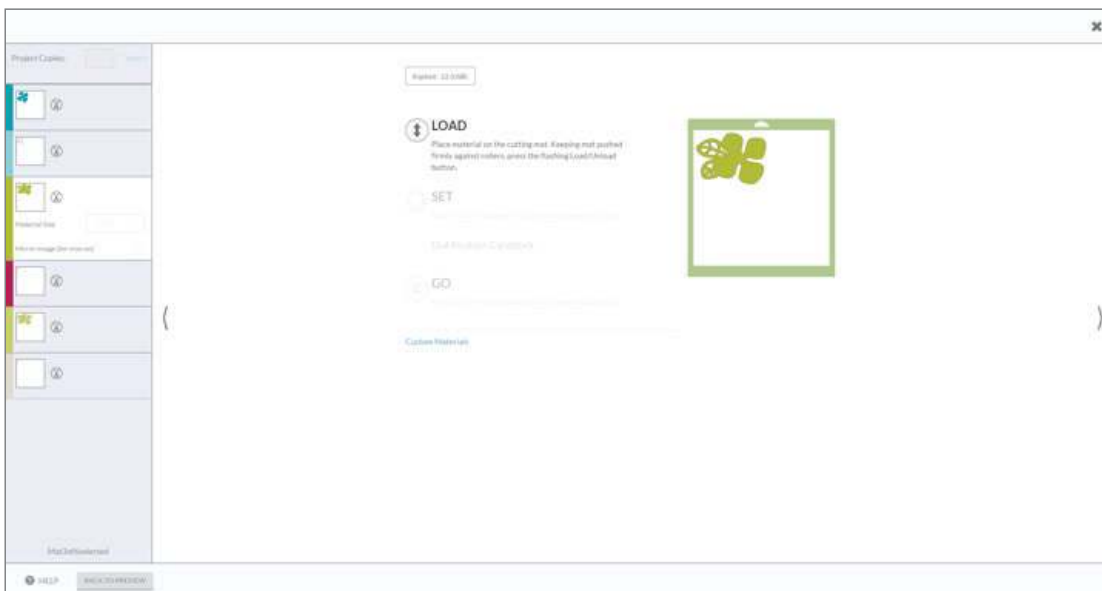
Choosing which mat to cut

Once the mat is unloaded, a checkmark appears on the mat list next to the mat to indicate that the cut is complete. This helps you keep track of which mats have been completed. If this was the only cut you wanted to make, click on the "X" in the upper right corner to cancel the cut.
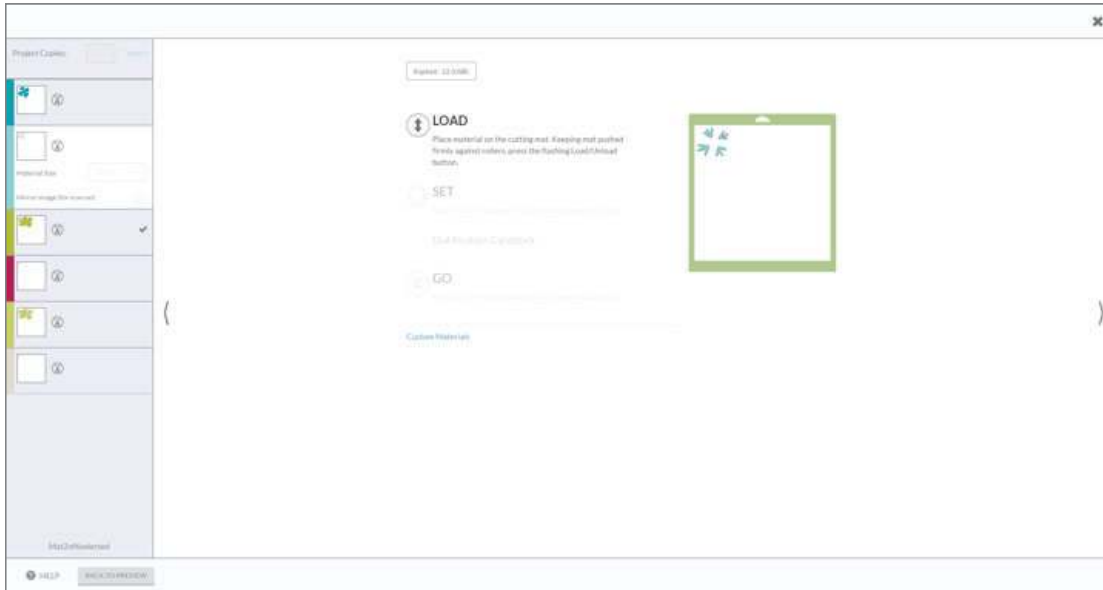
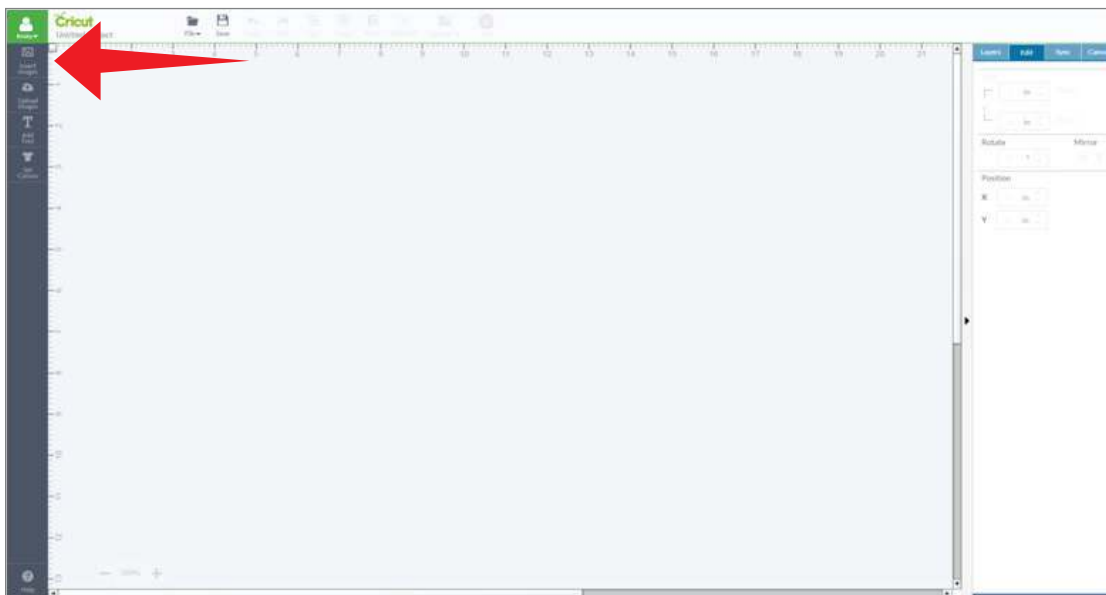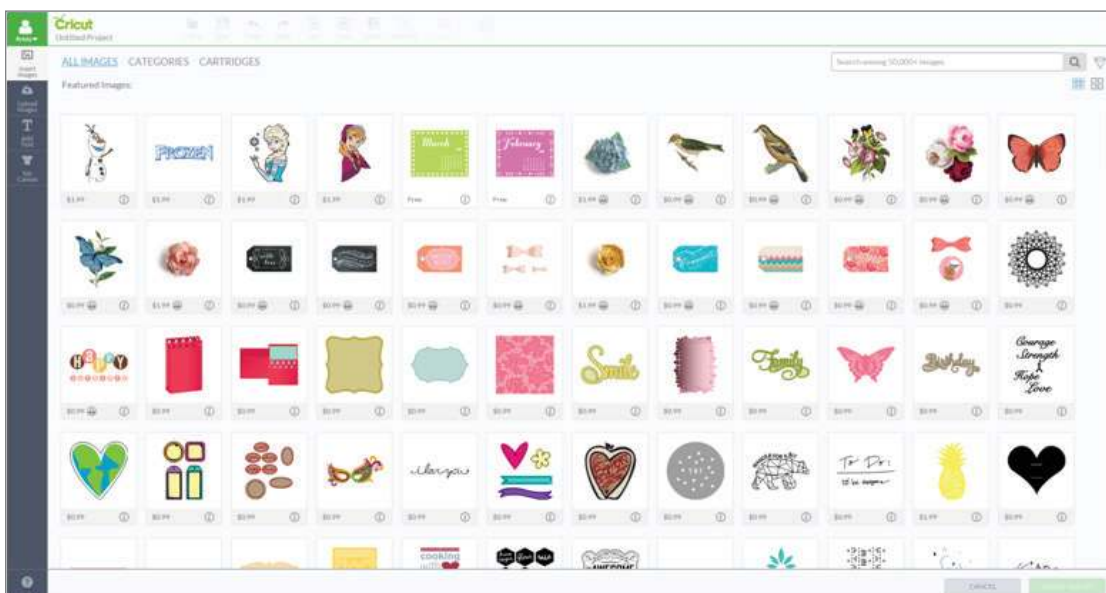# Purchasing images from the mat preview

Design your project with ease using any image in the Cricut Image Library. There is no need to purchase images until you are ready to start cutting. Images can be purchased individually, in image sets or purchase one of the subscription plans to have access to over 25,000 images and fonts.

Step 1 From the mat preview screen, you'll see a cart symbol with the total amount of your purchase. Click "Purchase".
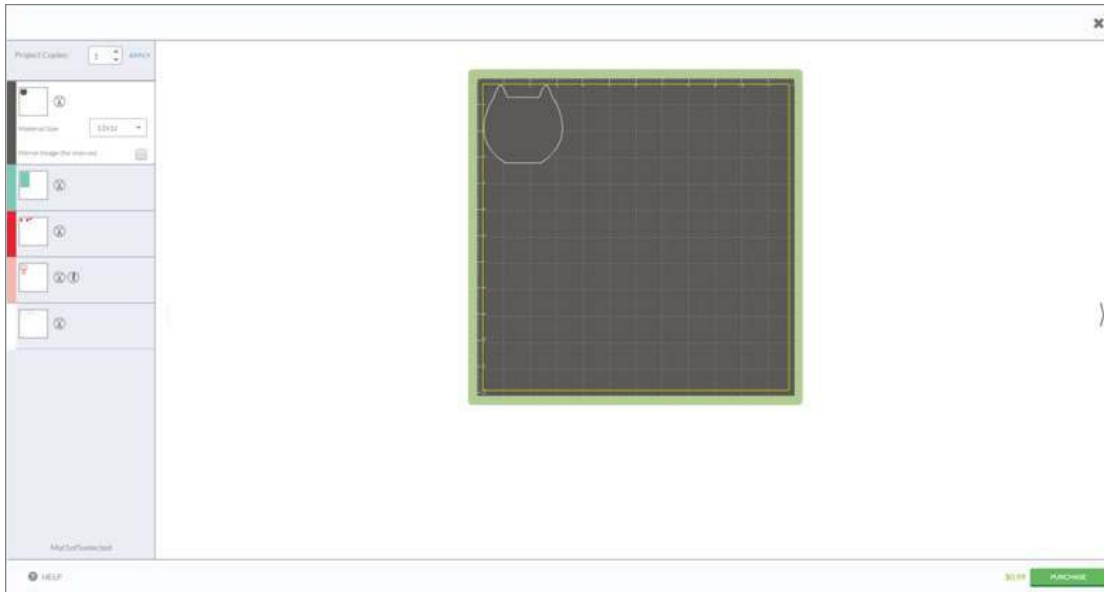
Step 2 On the Purchase Summary screen, if you haven't already, enter your payment information. Once the information has been entered, the save profile button will become active. Click "Save profile" to continue. (If your payment information has been recorded, you will skip this step.)
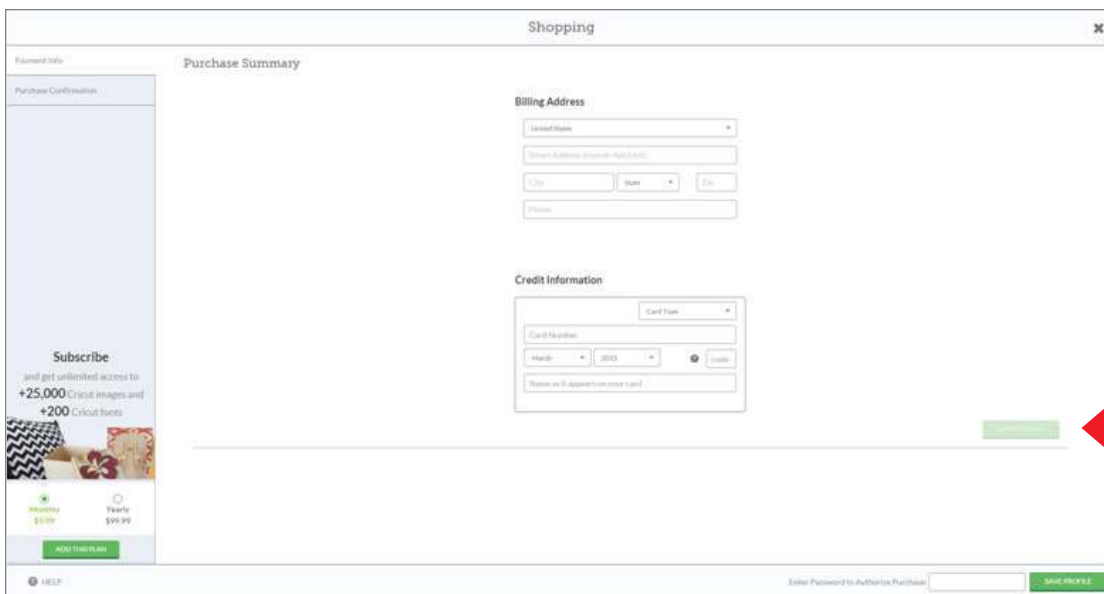
Tip: Cricut Design Space will save your information for future purchases. You can change your information in the account details screen at any time.

Purchasing images from the mat preview

Step 3 Review your purchase summary and enter any promos or discounts codes if applicable.
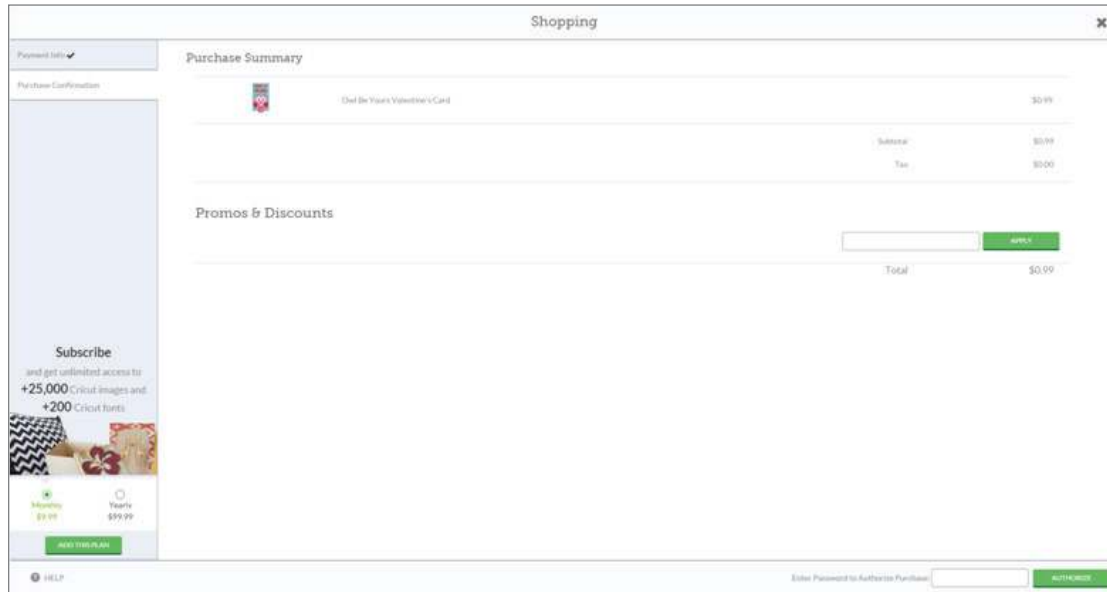
Step 4 Enter your password in the "Authorize Purchase" field, and then click "Authorize."
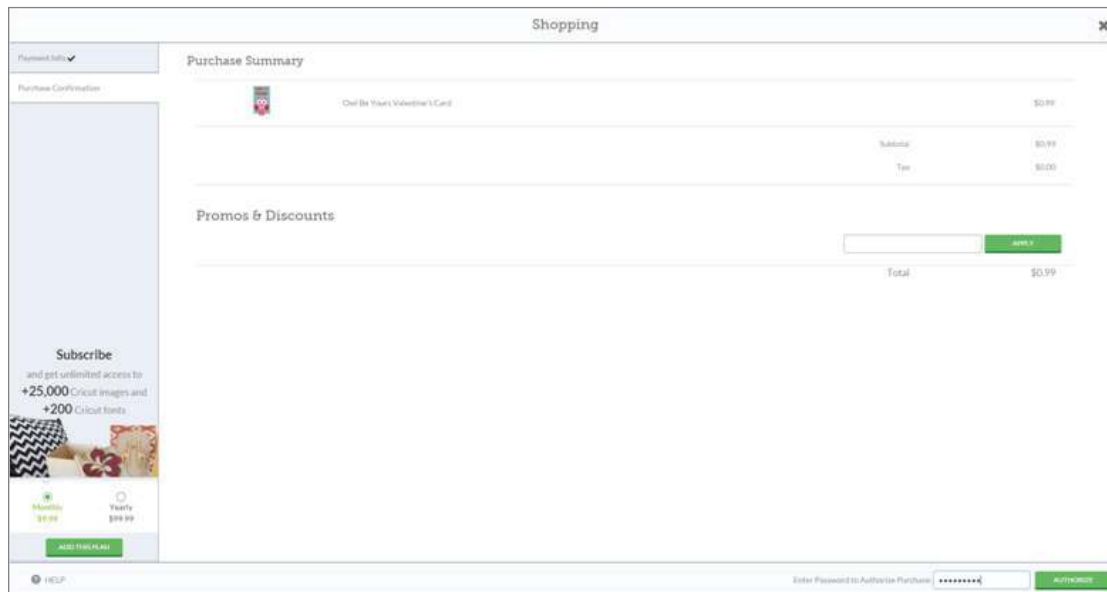
Purchasing images from the mat preview

Step 5 Once your purchase is complete, you will be returned to the mat preview and a message will read, "Order was successful."
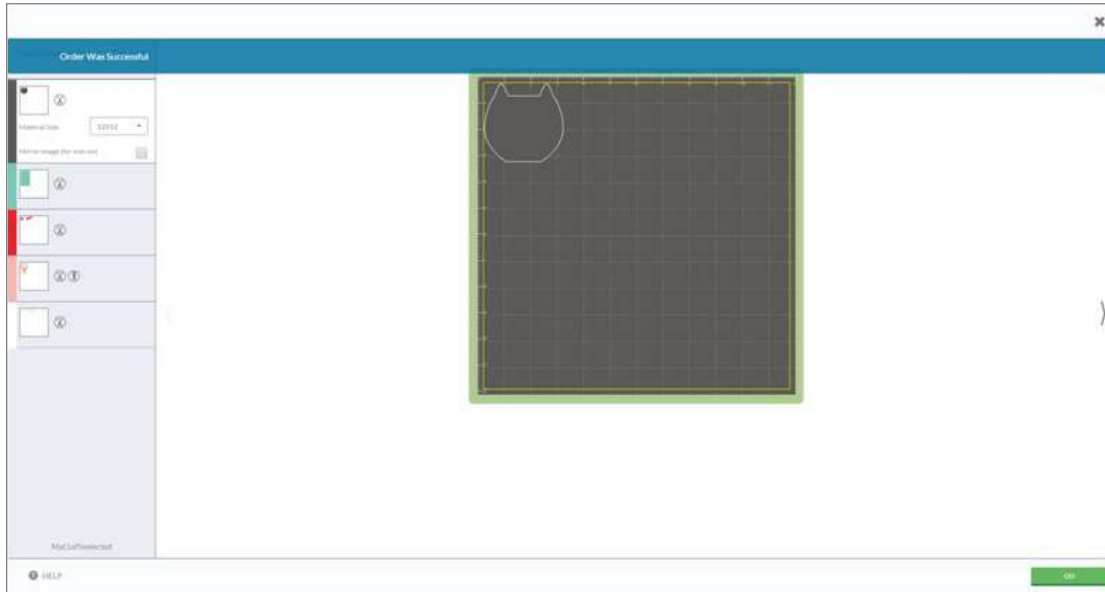
Purchasing images from the Cricut Image Library

Design your project with ease using any image in the Cricut Image Library. There is no need to purchase images until you are ready to start cutting. However, you are free to purchase images from the Cricut Image Library at any time. Images can be purchased directly from Cricut Design space individually, or as a digital cartridge.

Option 1 Purchase individual images from the Cricut Image Library

Step 1 To purchase an image, click on "Insert image" from the design screen.

You will be taken to the Cricut Image Library.

Purchasing images from the Cricut Image Library

Step 2 Click on the information icon on any image tile to display the image details.
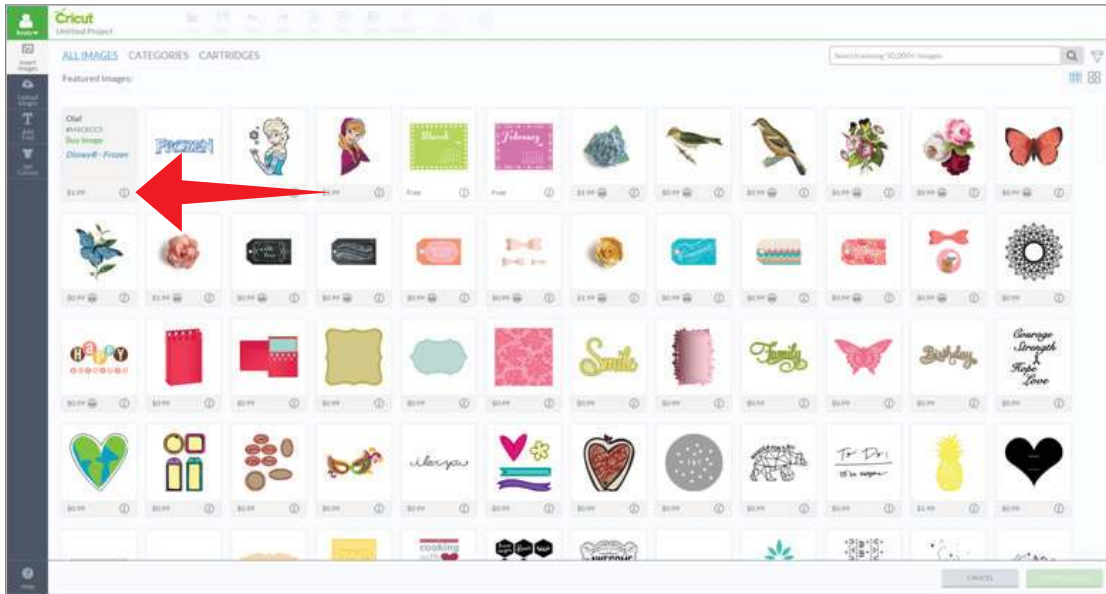
Step 3 Click "Buy Image."

Purchasing images from the Cricut Image Library

Step 4 You will be taken to the Purchase Summary screen, if you haven't already, enter your payment information. Once the information has been entered, the save profile button will become active. Click "Save profile" to continue. (If your payment information has been recorded, you will skip this step.)

Tip: Cricut Design Space will save your information for future purchases. You can change your information in the account details screen at any time.

Step 5 Review your purchase summary and enter any promos or discounts codes if applicable.

Purchasing images from the Cricut Image Library

Step 6 Enter your password in the "Authorize Purchase" field, and then click "Authorize."
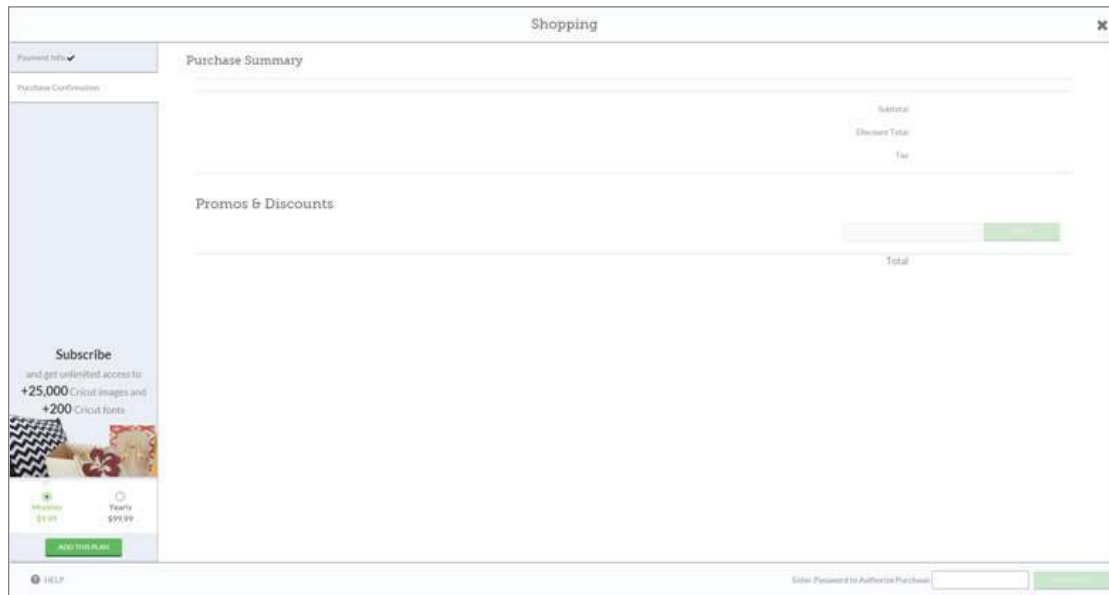

Step 7 Once your purchase is complete, you will receive a message which reads, "Order was successful."
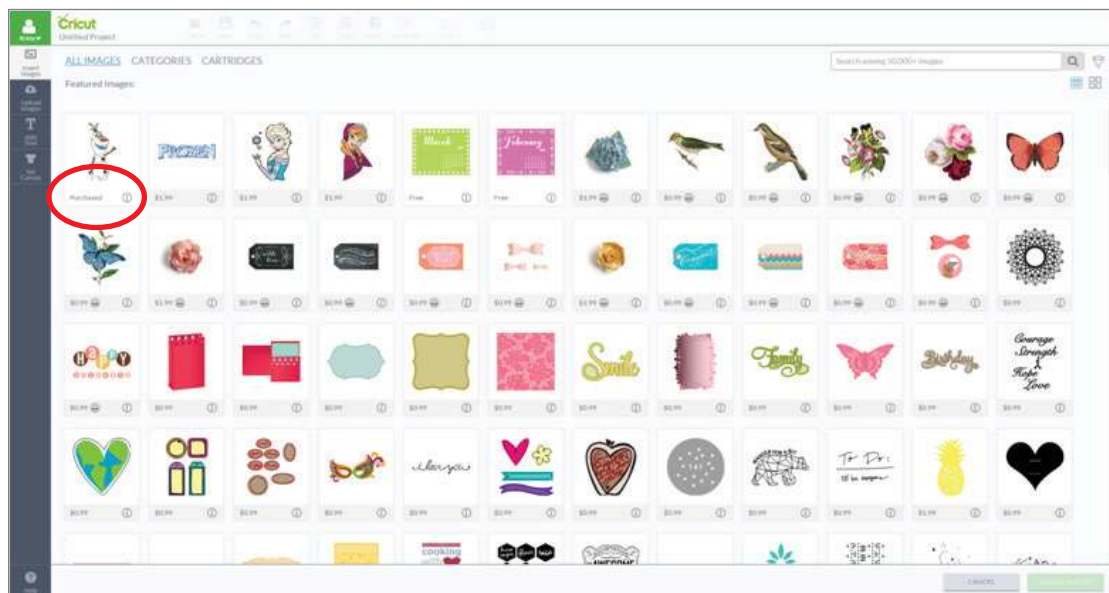
Purchasing images from the Cricut Image Library

Step 8 Click the "X" in the top right corner of the shopping window to return to the Cricut Image Library.

**Step 9** Image will now show as purchased in the image tile.

Tip: If the purchased image doesn't show as purchased in the image tile, sign out of your account and then sign in again. The purchase will now show correctly.
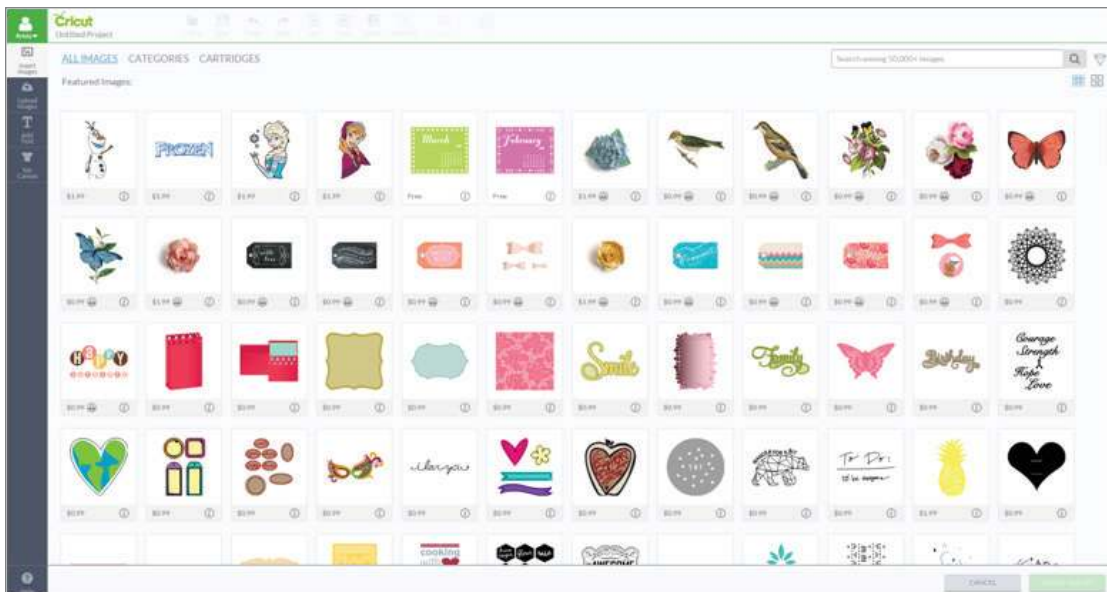
Purchasing images from the Cricut Image Library

Option 2 Purchasing digital cartridges from the Cricut Image Library

Step 1 To purchase a digital cartridge from the Cricut Image Library, click on "Insert image" from the design screen.
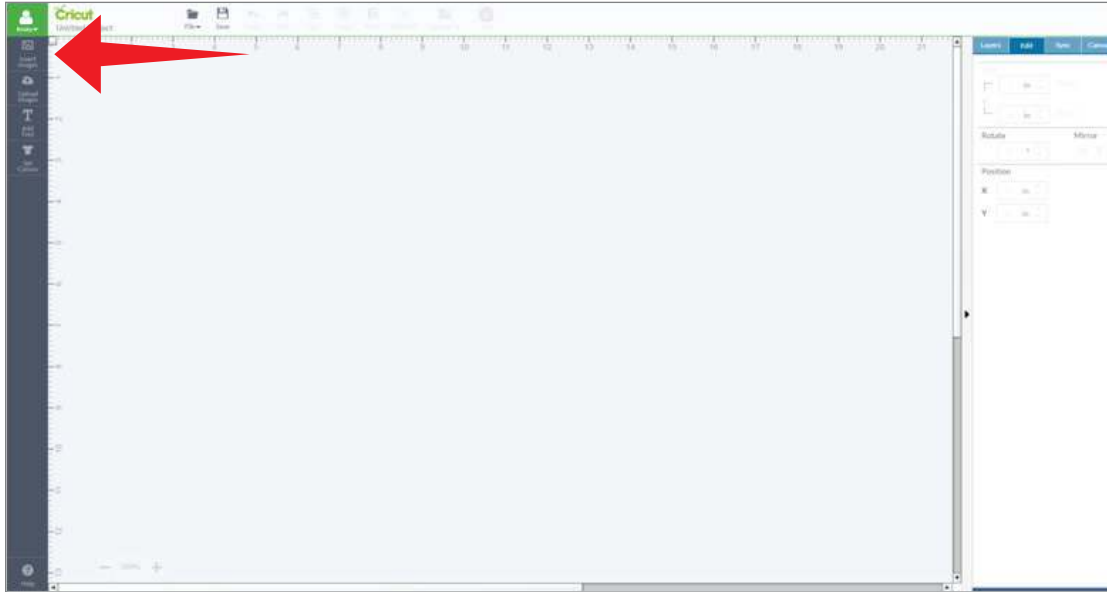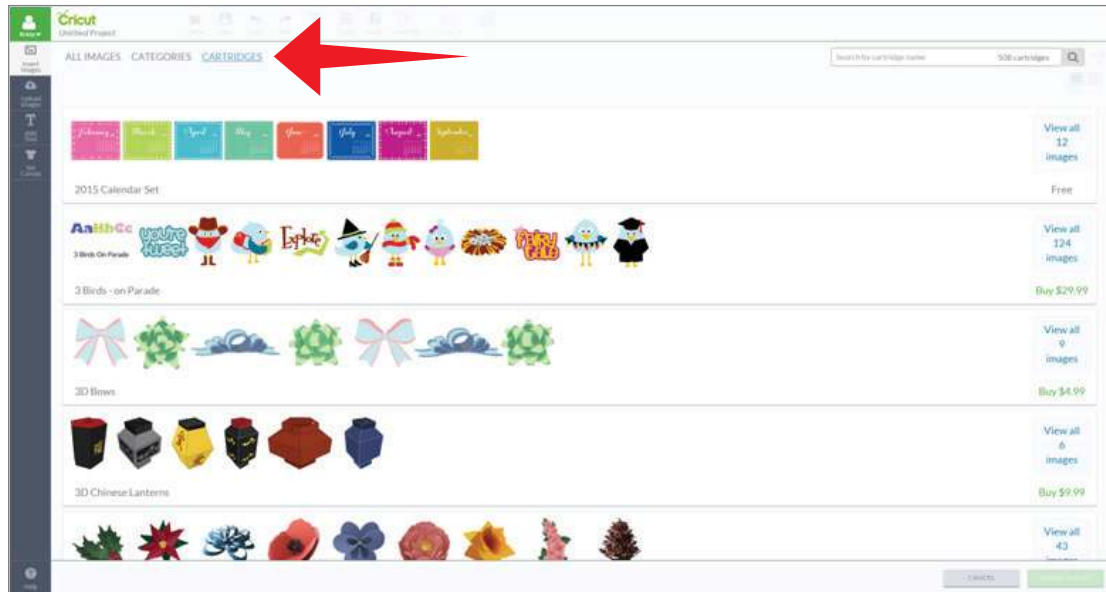

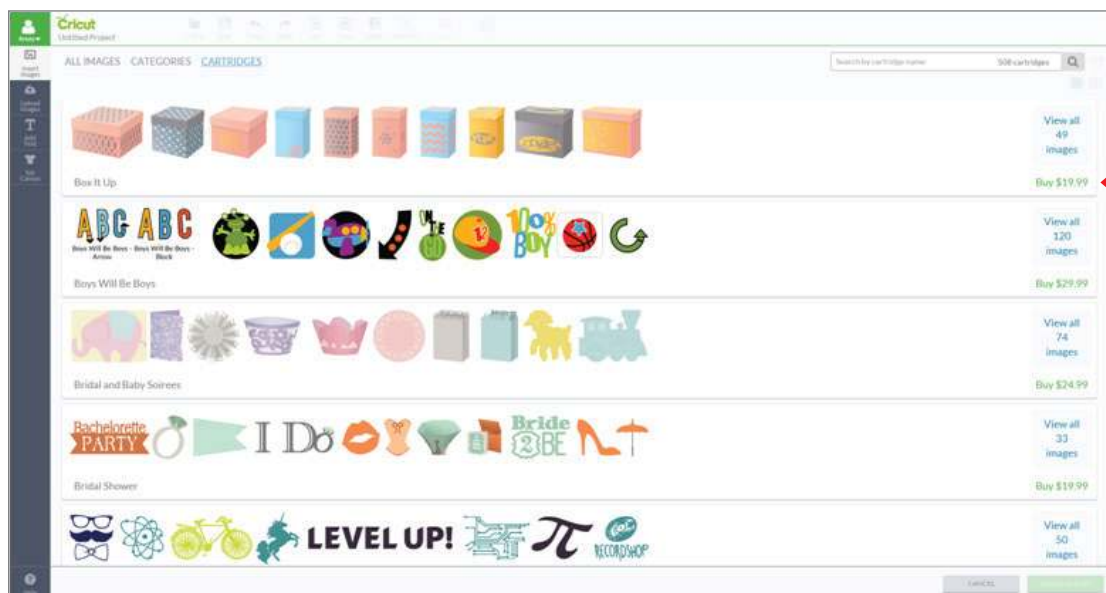You will be taken to the Cricut Image Library.

Purchasing images from the Cricut Image Library

Step 2 Select the Cartridge index.

Step 3 Scroll through the different cartridges until you locate the digital cartridge you would like to purchase. All digital cartridge pricing is displayed on the right side of the cartridge tile. You can purchase from here by clicking on the "Buy" option.

Purchasing images from the Cricut Image Library

Step 4 You will be taken to the Purchase Summary screen, if you haven't already, enter your payment information. Once the information has been entered, the save profile button will become active. Click "Save profile" to continue. (If your payment information has been recorded, you will skip this step.)

Tip: Cricut Design Space will save your information for future purchases. You can change your information in the account details screen at any time.

Step 5 Review your purchase summary and enter any promos or discounts codes if applicable.

Purchasing images from the Cricut Image Library

Step 6 Enter your password in the "Authorize Purchase" field, and then click "Authorize."

Step 7 Once your purchase is complete, you will receive a message which reads, "Order was successful." The digital cartridge will now show as purchased.

Tip: If the purchased image doesn't show as purchased in the image tile, sign out of your account and then sign in again. The purchase will now show correctly.

Purchasing a subscription

Access over 25,000 images and fonts in the Cricut® Image Library with the subscription plans. Get a pay-as-you-go monthly subscription – or an annual subscription for an even better value – and use tens of thousands of professionally designed images and fonts on your projects.

- Monthly subscription $9.99 per month
- Yearly subscription $99.99 per year

See a list of all images and cartridges included in the subscription http://content.provocraft.com/b/pdfs/cricutimagelibrarysubscription.pdf .

Tip: Subscription plans can also be purchased directly from Cricut.com. http://us.cricut.com/shopping/products-Subscription-257.aspx

Follow these steps to add a subscription plan to any purchase.

Step 1 Review your purchase summary. Select the plan you would like to purchase and click "Add this plan."
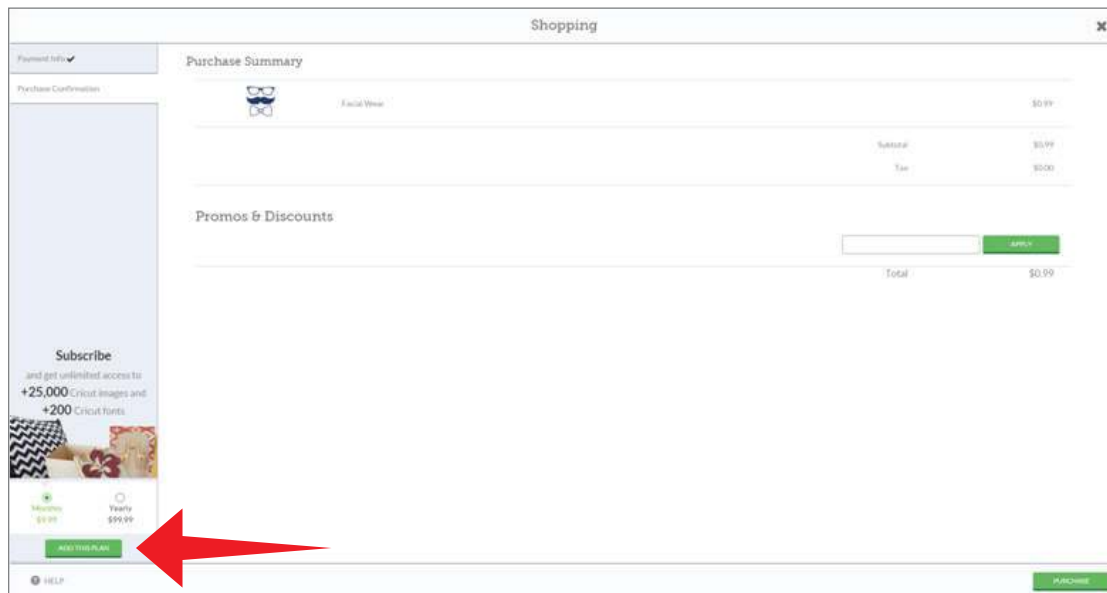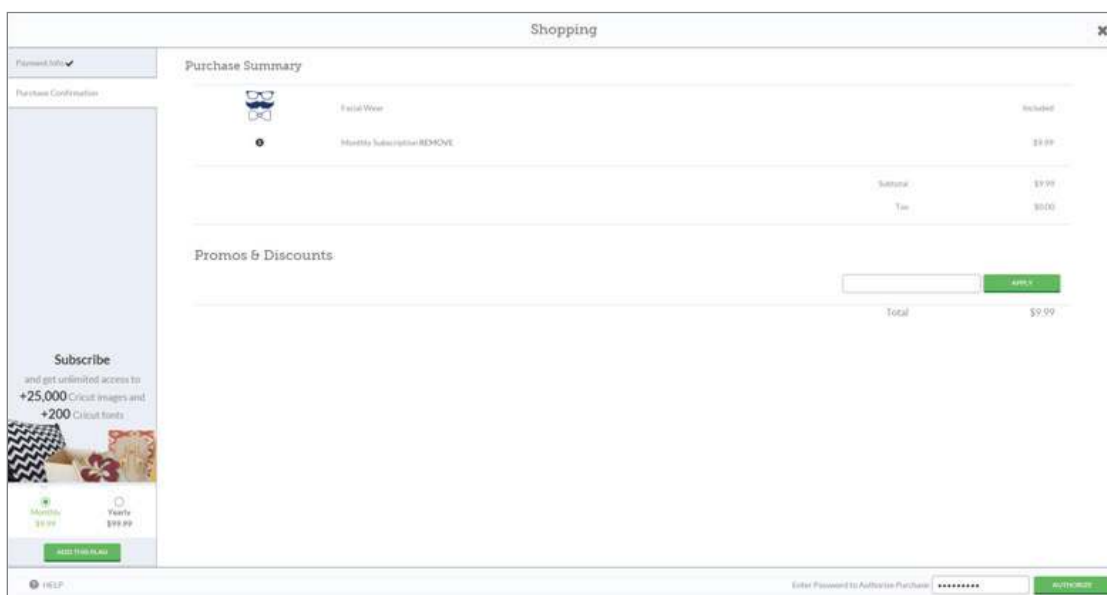
Purchasing a subscription

Step 2 The chosen subscription plan will be added to your purchase summary and any images that are part of the subscription will indicate they are included with the subscription purchase. Review your purchase summary and enter any promos or discounts codes if applicable.
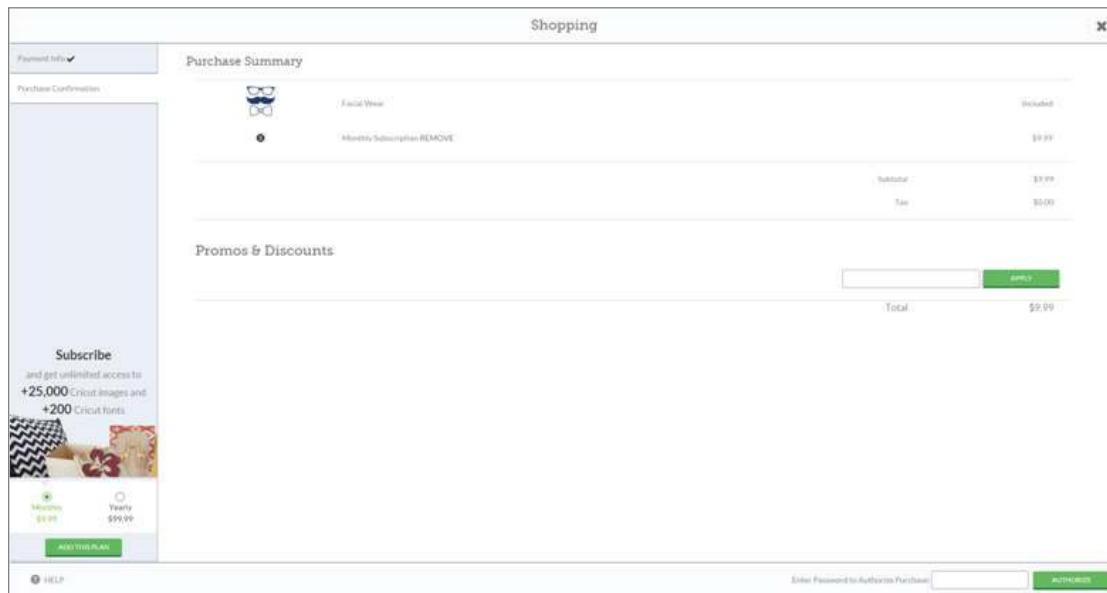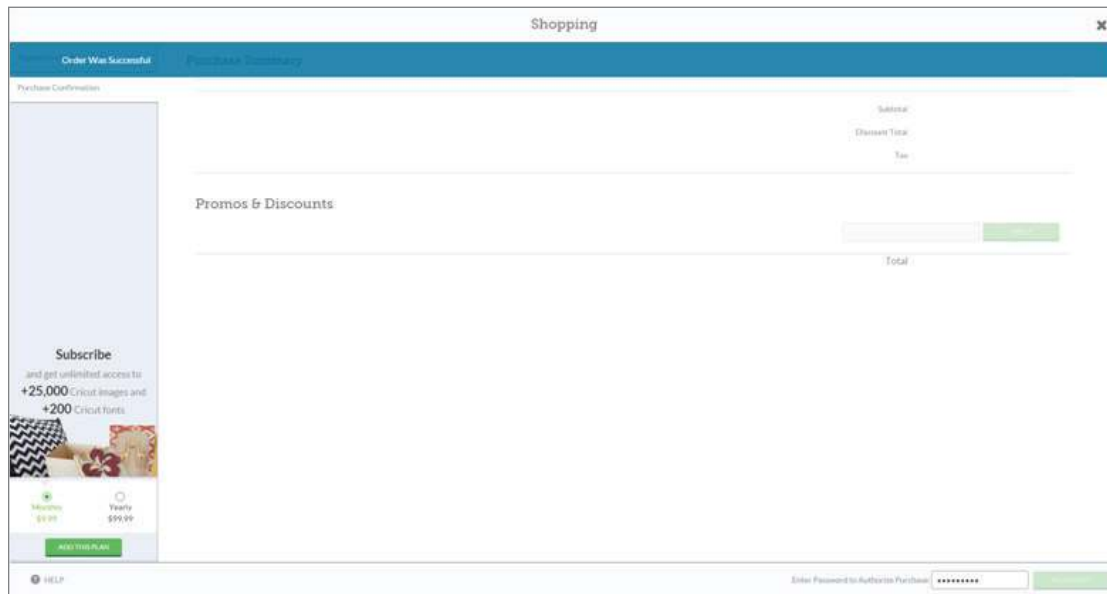

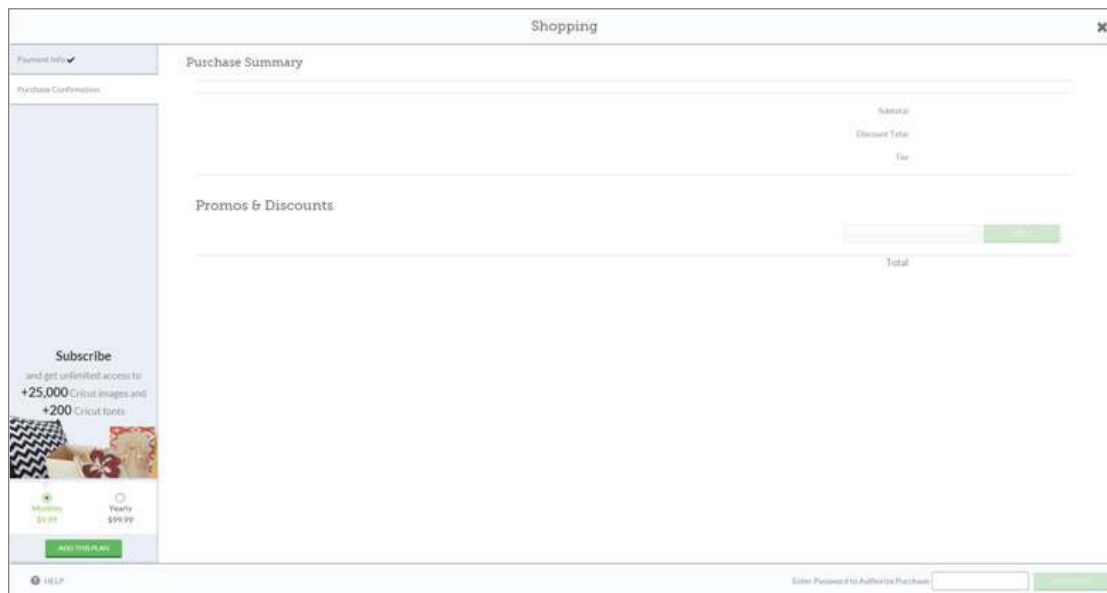**Step 3** Enter your password in the "Authorize Purchase" field, and then click "Authorize."

Purchasing a subscription

Step 4 Once your purchase is complete, you will receive a message which reads, "Order was successful."
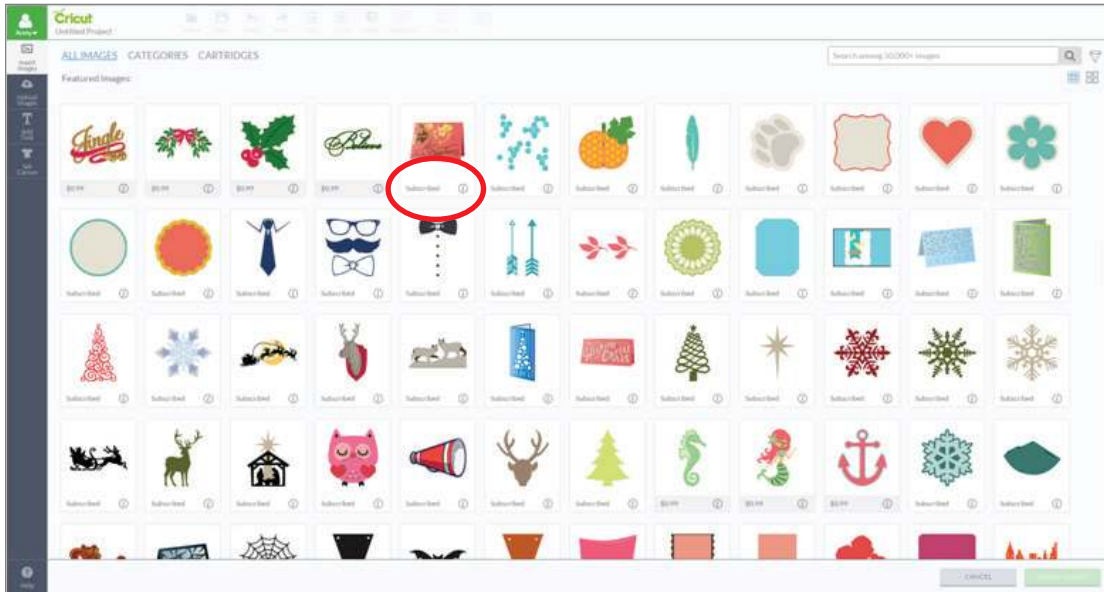

Step 5 Click the "X" in the top right corner of the shopping window to return to the Cricut Image Library.

Purchasing a subscription

Step 6 Images and cartridges that are included as part of the subscription will now show as "Subscribed" in the Cricut Image Library.

Tip: If images are not listed as subscribed in the image tile, sign out of your account and then sign in again. The subscribed images and cartridges will now show correctly.