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# Style Folder: Text-Image User Guide V8.0

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# **Overview**

The Style Folder **Text** - **Image** workflow page offers users three workflow types to enter necessary text and image data together or independently. The *text* & *image*, *text* only or *image* only workflows can be used to communicate artwork, packaging designs, packaging placements, etc.

# **Accessing Text - Image**

- 1. Select the **Style** drop-down arrow within the YuniquePLM ribbon.
- 2. Click on Style Search to open the Style Folder.
- 3. Locate and select a preferred **style**. For further Style Folder information, refer to the Style Folder Overview User Guide.

	© gerber <b>YUNIQUEPLM</b>		$\equiv$ Style F	older										e	) lī i	:
	Charlene Quinones	~	24 Record(s)	Found 1 c	of1 I<	: < > >	Records p	er Page: 50 🔻	>					Search 🗸	View 🗸	
		^	Go To Page	<b></b> >												
			Division		- Sty	yle Type	-	Style No		Descriptio	n	Style Ca	tegory	-		
			Size Class		- Siz	te Range	•	Intro Season Year	•	Season Yea	ar 🔻	Tech-Pa	ck Due			
	Image	~	Status		- De	sign Contact	-	Tech Design Conta	ct 🔻	Sourcing C	ontact 💌	Copied F	rom			
Style	Material	~	Active		- fie	ld 1 choice	•	Child1	•	Grandchild	<b>•</b>					
	Style	_^														
	Style Search	Style	SEARCH	EDIT FIELDS							Ente	r a new sea	rch name	SAVE	AND SEARCH	
			_													
		~	Drag a colu	mn header and	d drop it he	ere to group by	that column									4
_	Development Calendar														/	
_			Style No	Description	Division	Style Type	Sub Category	Style Category	Size Class	Size Range	Intro Season Year	Season	Year	Tech-Pack Due	Status /	ι.
	Resource	~	1WT0003	Woven Tops	Yunique Apparel	Apparel		Woven Tops	Missy	0 - 20	Fall 2020	Fall	2020	7/21/2019	In Progress	
	Sourcing	~	15W0004	flat front	Yunique	Apparel		Sweaters	Mens	XS - XL	Winter 2021	Winter	2021	8/12/2019	In Progress	
	Silhouette	~		punta -	Yunique						5.0000			7.01.0010	In .	
		~	1WT0001	Woven Tops	Apparel	Apparel		Woven Tops	Missy	0 - 20	Fall 2020	Fall	2020	7/21/2019	Progress	
_			15W0003	flat front pants	Yunique Apparel	Apparel		Sweaters	Mens	XS - XL	Winter 2021	Winter	2021	8/12/2019	In Progress	

Figure 1 - Style Folder

4. Select the **Text - Image** link to open its workflow page.

1WT0006		= Text-Image					🕀 🖍 🛅 🗄
Variation 1	^	Status: Not Started / Assigned To: Charlene C	uinones / Planned End: 7/20/2	2019			
Fall 2020 👻 🕀		A status, not started / Assigned to, chantelle e	20110110371 faillied End. 172072				-
Missy (0 - 20)	~	1WT0001 - Woven Tops 🔨					
Calendar			Style Type Apparel	No of Item(s) 1 Set	Style No 1WT0001	Description Woven Tops	
1st Set	^	TYT	Style Category Woven Tons	Size Class	Size Range	Intro Season Year Fall 2020	
C Design Image			Garment Wash/Treatment	Tech-Pack Due 7/21/2019	Status In Progress	Design Contact Christi Egeland	
Freelance Design			Tech Design Contact	Sourcing Contact	Division Yunique Apparel	Active Yes	
Created from LLSB Fall 2			field 1 choice	Child1	Grandchild		
🔥 Bill of Material (1)	~						

Figure 2 – Text - Image Workflow Page



#### Text - Image Main Page Overview

1WT0006	≓ Text-Image			New, Edit, Remove, S	Copy, Fort and	€	<ul> <li>C </li> </ul>
Variation 1	C Status: In Progress / Assigned To: Char	ene Quinones / Planned End: 7/20/2	2019 >	Change LC	5	R	emove
Fall 2020 👻 🛨	C satas in regress / issigned to share					s	ort
Missy (0 - 20)	1WT0001 - Woven Tops 🔨						hange Log
		Style Type	No of Item(s)	Style No	Description		
Calendar	the second	Apparel	1 Set	1WT0001	Woven Tops		
1st Set		Style Category	Size Class	Size Range	Intro Season Year		
🔥 Design Image		Woven Tops	Missy	0 - 20	Fall 2020		
C Text-Image (1)		Garment Wash/Treatment	Tech-Pack Due 7/21/2019	Status	Design Contact	L	
			1/21/2019	In Progress	Christi Egeland		Style Header
🕐 Text & Image Ex		Tech Design Contact	Sourcing Contact	Division	Active		Information
				Yunique Apparel	Yes		
New Text		field 1 choice	Child1	Grandchild			
– Image							
Workflow				Created By: Suzanne burbridge   Cr	ated Date: 7/11/2019 2:39 PM   Modified I	By: Charlene Quinone   Modified Date: 8/2	22/2019 10:01 PM
Pages							_
C Beasonal Coloreau	iui Action	Item Type	Name		Status	Printout	
Colorway Images	Select Action	Text & Image	Text & Image Ex		in Progress	Text-Image Images with Text & Co	mments
Artwork Image							

Figure 3 – Text - Image Main Page Overview

The **workspace** contains:

- New: Add new text-image workflow page(s).
- Edit: Modify the existing text-image page name.
- **Copy:** Duplicate a text-image workflow page from another style.
- **Remove:** Delete a text-image workflow page.
- **Sort:** Reorder the listed text-image workflow pages within the *new text-image data* area.
- **Change Log:** Lists all additions and modifications within the styles text-image page.
- Style Header Information: Expand the Style Header, using the green arrow, to reveal the style's details.
- **New Text-Image Workflow Pages:** Lists all text-image, text-only and image only workflow pages where you can *view, edit* or *make a copy* of an existing workflow page.



# Text - Image View Overview

─ Text & Image Ex	Edit, Preview, and Change Log	<b>B</b> C 0 :   X
C: Status: In Progress / Assigned To: Text-Image Workflow with List of Images	ned End: 7/20/2019 >	
Design Images A	U Size V AV	⊕ ⊝ †
Pink Blo	use in all <i>sizes</i> and <i>polyester fabric</i> .	
Style Header Detail 1WT0001 - Woven Tops 🗸	Created By: Charlene Quinones   Created Date: 8/22/2019   Ma	udified By: Charlene Quinones   Modified Date: 8/23/2019
0 Comment(s)  Comment Comment		(+) Modified By

Figure 4 – Text-Image View Overview

The **workspace** contains:

- Edit: Modify the existing text-image data.
- **Preview:** View a report containing all of the text-image pages.
- **Change Log:** Lists all additions and modifications within the styles text-image page.
- **Comment:** Add a comment to share with other viewers.
- Text-Image Workflow with Images: Lists all images once uploaded along with its detailed comments.



#### Text - Image Edit Overview

Save, Create Image, Select Image, Sort, Copy, Remove, Close and Change Log



Figure 5 – Text – Image Edit Overview

The **workspace** contains:

- Save: Keep the newly added image descriptions.
- Create Image: Add a new image. Refer to the Image User Guide for further information.
- **Select Image:** Choose from a list of existing images. *Refer to the Image User Guide for further information*.
- Sort: Reorder the current text-image workflow pages.
- **Copy:** Duplicate a text-image workflow page from another style. *Refer to the Image User Guide for further information*.
- Remove: Delete an image from the text-image workflow page.
- **Close:** Closes the edit window and returns to the text-image view page.
- Change Log: Lists all additions and modifications within the styles text-image page.
- Edit Image: Use to replace the current selection with an image stored on your hard drive or via a thirdparty application. *Refer to the Image Folder User Guide for further information*.
- **Break Link:** Images saved to a particular style are linked to multiple size class variations. Any edits made to an image within a style will also apply to all size classes. Once the *Break link* button is selected, the image is 'unlinked' from all size classes, except the current residing size class. Now the user can make modifications to the newly unlinked image.
- **Text Box area:** Enter pertinent information related to the associated image.



# Add a New Text, Image or Text-Image Workflow Page

1. Create a new *text-image, text-only,* or *image only* workflow page by pressing the **new** button. A new window opens.

1WT0006	╤ Text-Image					⊕ й Г. :
Variation 1	Status: Not Started / Assigned To: Charlene Qui	nones / Planned End: 7/20/2019	>			
Fall 2020 🔻 🕁						_
Missy (0 - 20)	1WT0001 - Woven Tops					
Calendar		Style Type Apparel	No of Item(s) 1 Set	Style No 1WT0001	Description Woven Tops	
1st Set	The second s	Style Category	Size Class	Size Range	Intro Season Year	
🛟 Design Image		Woven Tops	Missy	0 - 20	Fall 2020	
Z Text-Image		Garment Wash/Treatment	7/21/2019	In Progress	Christi Egeland	
Freelance Design		Tech Design Contact	Sourcing Contact	Division	Active	
🕐 Measurements (1)				Yunique Apparel	Yes	
Created from LLSB Fall 2		field 1 choice	Child1	Grandchild		
C: Bill of Material (1)						

Figure 6 – Adding a New Workflow Page

2. Select an appropriate option from the *Workflow Item Type*, enter an *Item Name* and a Printout for the new workflow page. Click the **add** button to save the item.

Text-Image	⊕ <mark></mark> ⊘   ×
Workflow Item Type  Text & Image Text Only Image Only Figure 7 – Adding New Text-Image Details	Printout

3. Now the newly added workflow page will appear in the main window and the left navigation bar. The *item name* entered above, will be the name of this specific workflow page and listed under the *Text-Image* workflow.

1WT0006	🗁 Text & Image Ex 🖉 🖓	)
Variation 1		
Fall 2020 🔻		
Missy (0 - 20)	Design Images A	
Calendar	No records to display	
1st Set 🔨	Created By: Charlene Quinones   Created Date: 8/22/2019   Modified By: Charlene Quinones   Modified Date: 8/22/2019	
🕐 Design Image		
🕐 Text-Image (1)	1WT0001 - Woven Tops A	
🅐 Text & Image Ex	Har San Print	
Freelance Design		

5

Figure 8 – New Text-Image Workflow Page



# Adding Images & Text

1. Press edit.

1WT0006	🗁 Text & Image Ex 🗾 🖉 💿
Variation 1	C Status: In Progress / Assigned To: Charlene Quinones / Planned End: 7/20/2019 >>
Fall 2020 💌 🕁	
Missy (0 - 20)	Design Images A
Calendar	No records to display
1st Set	Created By: Charlene Quinones   Created Date: 8/22/2019   Modified By: Charlene Quinones   Modified Date: 8/22/2019
🖒 Design Image	
🕐 Text-Image (1)	1WT0001 - Woven Tops A
🔥 Text & Image Ex	Hard Start Start
Freelance Design	

Figure 9 - Edit Workflow

2. There are three ways to add a text-image to this page: **Create a new image**, **Select from existing images** within the Image Folder, or **Copy** an image associated with an existing style.

Choose an option to select an image then save. Note: These areas work the same as in the Image Folder with slight differences. For further information, please review the Image Folder User Guide.

─ Text & Image Ex	B 🖸 🕄	:   ×
C: Status: In Progress / Assigned To: Charlene Quinones / Planned End: 7/20/2019		
Design Images 🔿	÷	⊖ t₊
No records to display	Create Image	
	Select Image	
Created By: Charlene Quinones   Created Date: 8/22/2019   Modified By: Cha		: 8/22/2019

Figure 10 - Adding Images



3. The page will refresh once an option and an image are chosen. A text box will accompany each image if a *Text* or *Text & Image* workflow was selected. The user can enter important details and configure the font with the following options: *Bold, Italic, Underline, Font Size and Font Color*. Press **save** to keep the text.

ᆕ Text & Image Ex	B 🖸 🥺 :   ×
C: Status: In Progress / Assigned To: Charlene Quinones / Planned End: 7/20/2019	
Design Images 🔨	⊕ ⊝ †₊
Image: Second state	Tip Share important information related to the image. Enter text while also using the font options: Bold, Italic, Underline, Font size and Font
Figure 11 - Adding Images to the Text-Image Workflow Page	



#### Sort

Image and Text & Image Workflows containing multiple images can be sorted.

1. Press the **sort** icon within the *Design Images* area.



Figure 12 – Sort Text-Images

- 2. Either enter a number within the images' **sort fields** according to the preferred order OR click and drag the images' **sort bar** into the desired order.
- 3. Click the **save** button to keep the changes. The window closes and automatically returns to the textimage workflow edit page.



Figure 13 – Sort the Text-Images

4. The images will appear within the edit page in the sorted order.



#### Remove

Unwanted images may be removed from a workflow.

1. Click the **remove** button to delete an undesired image.



Figure 14 – Sort Text-Images

2. A new window will appear with existing images within this particular workflow page. Place a **checkmark** next to each image then click **remove**.

Removing Images		∎   ¤ ×
C Image	Version	
•	1	
	1	
	1	

Figure 15 – Delete an Image

3. Select yes to confirm the deletion and return to the workflows edit page.

Removing Images		∎   ∷ ×
🔲 Image	Are you sure you want to remove image(s)?	
	YES NO	
	1	

Figure 16 – Removal Confirmation



#### Preview

- 1. Generate a *Text Image* report by clicking the **preview** button. A list of available reports is presented in a new window.
- 2. Select a language then a report. The user will receive a notification stating the report is generating.



Figure 17 – Report Generation

3. A second notification states the report has been created successfully. Click the notification to view the report.



Figure 18 - Notifications



4. The report opens, giving the user the option to download or print.

style_de	esigndetail2_2_body_llt			2/3			ం ≛	ē
	Style Type	Apparel	No of Item(s)		1 Set	Style No	1WT0001	
	Description	Woven Tops	Style Category		Woven Tops	Size Range	0 - 20	
	Size Class	Missy	Garment Wesh/Treatment			Tech-Pack Due	21-Jul-19	
	Text-Image Images							
		VICUI		Pink Blous	e in all <i>si</i>	zes and <i>polyester fabric</i> .		
	Copyright © 2009-2019 by Gerber Te	echnology. All rights reserved.				Printed By Charlene Quinones @ 8/23/2019 9:34 PM	Page 2 of 3	
	serber YUNIQUEPLM		Text-Image	(Text & Image Ex)				+
	Style Type	Apparel	No of Item(s)		1 Set	Style No	1WT0001	
	Description	Woven Tops	Style Category		Woven Tops	Size Range	0 - 20	
	Size Clase	Missy	Garment Weelv/Treatment			Tech-Pack Due	21-Jul-19	

Figure 19 - Print Preview



# Change Log

Review a detailed list of changes made to a particular area. *For further information, refer to the Change Log User Guide.* 

	$\equiv$ Chan	ge Log							<b>⊳</b>	
Change Folder 🔨 🔨	7 Record(s	) Found 1	lof1 K	< < > >	Records pe	r Page: 50 🔻	>		Search 🔨	
Today										
Thursday	Field Name	2	U	ser		Action	•			
Wednesday	GEADCH									
Tuesday	SEARCH									
Monday	Drag a column header and drop it here to group by that column									
Last Week	Session	Snapshot	Action	Workflow	Field Name	Before	After	User	Date	
2 week(s) ago 3 week(s) ago	<u>124</u>	<u>410</u>	Remove	Text-Image	Â			Charlene Quinones	8/23/2019 9:16 PM	
Older	<u>124</u>	<u>410</u>	Add	Text-Image				Charlene Quinones	8/23/2019 8:53 PM	
Custom Date	<u>124</u>	<u>410</u>	Add	Text-Image				Charlene Quinones	8/23/2019 8:53 PM	
	124	<u>410</u>	Update	Text-Image			Pink Blouse in all <i>sizes</i> and <i>polyester</i> <i>fabric.</i>	Charlene Quinones	8/23/2019 8:51 PM	
	<u>123</u>	<u>409</u>	Add	Text-Image				Charlene Quinones	8/23/2019 7:05 PM	
	<u>123</u>	<u>409</u>	Remove	Text-Image	-			Charlene Quinones	8/23/2019 7:04 PM	
	<u>123</u>	<u>409</u>	Add	Text-Image	1			Charlene Quinones	8/23/2019 7:03 PM	

Figure 20 – Change Log



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