Easy Organizer Suite™
Threads Organizer™ Module Pack
easythreads™ Module
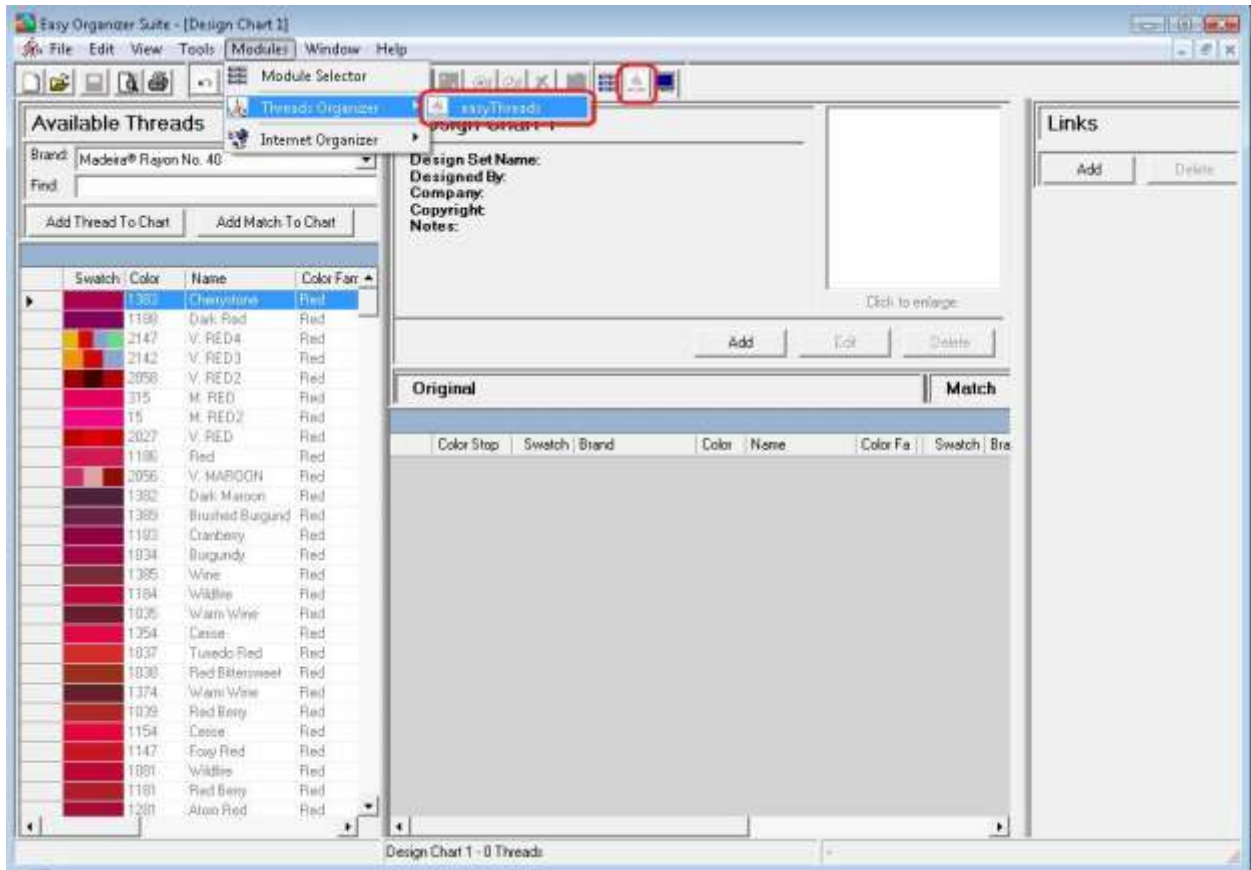
Lesson 19 - How to Export My Favorites

Welcome to the **easythreads™** Lessons series. As you follow through each lesson, you will learn new and exciting aspects of the **easythreads™** Module and by the end of the series you will be an expert! Each lesson will build on the last, so be sure to go through the series in order. Our seventeenth lesson will show you how to export a design chart.
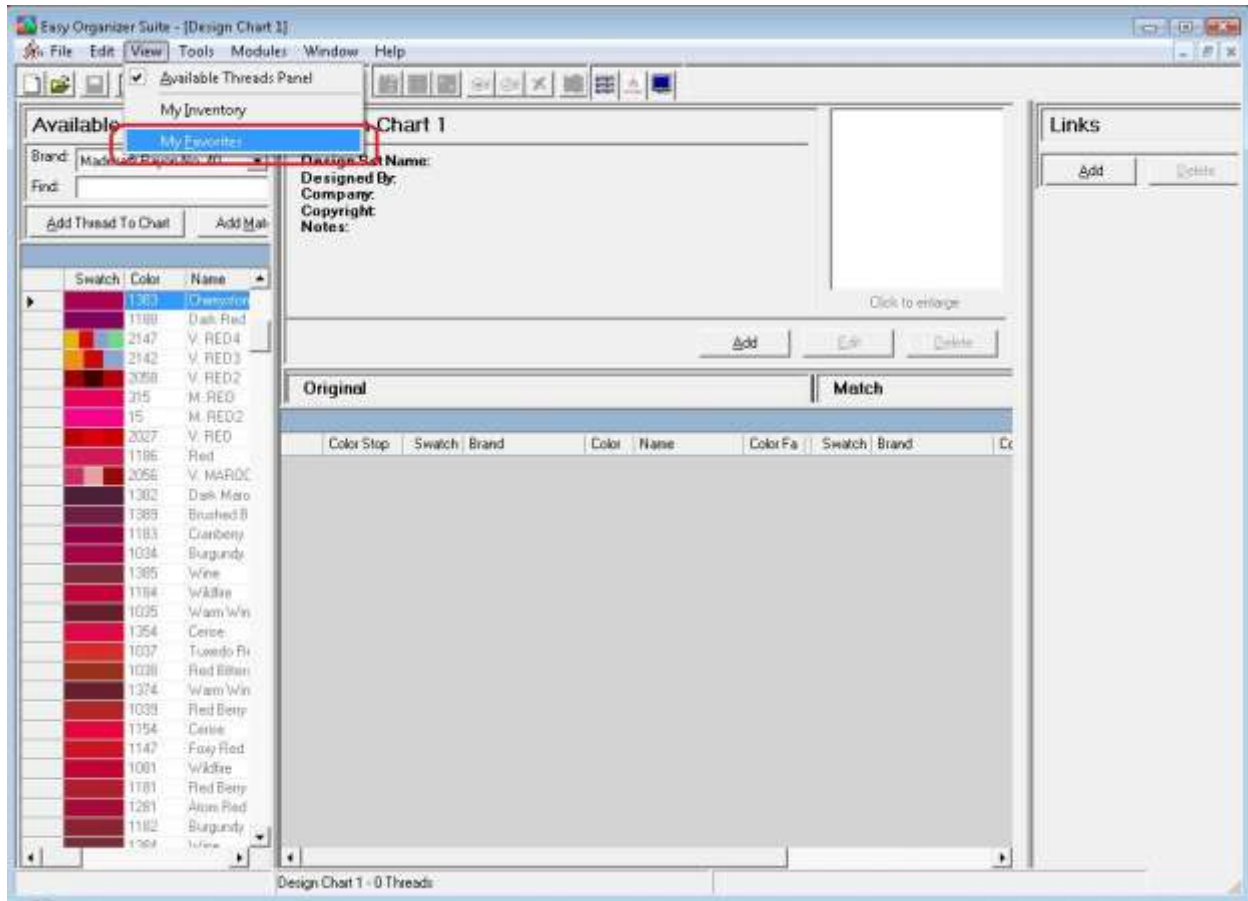
My Favorites is a set of charts that hold the conversion charts that you have created. You can export My Favorites to a text or csv (Comma Separated Values) file through the **easythreads™** program. This feature is only available in the Pro Edition.
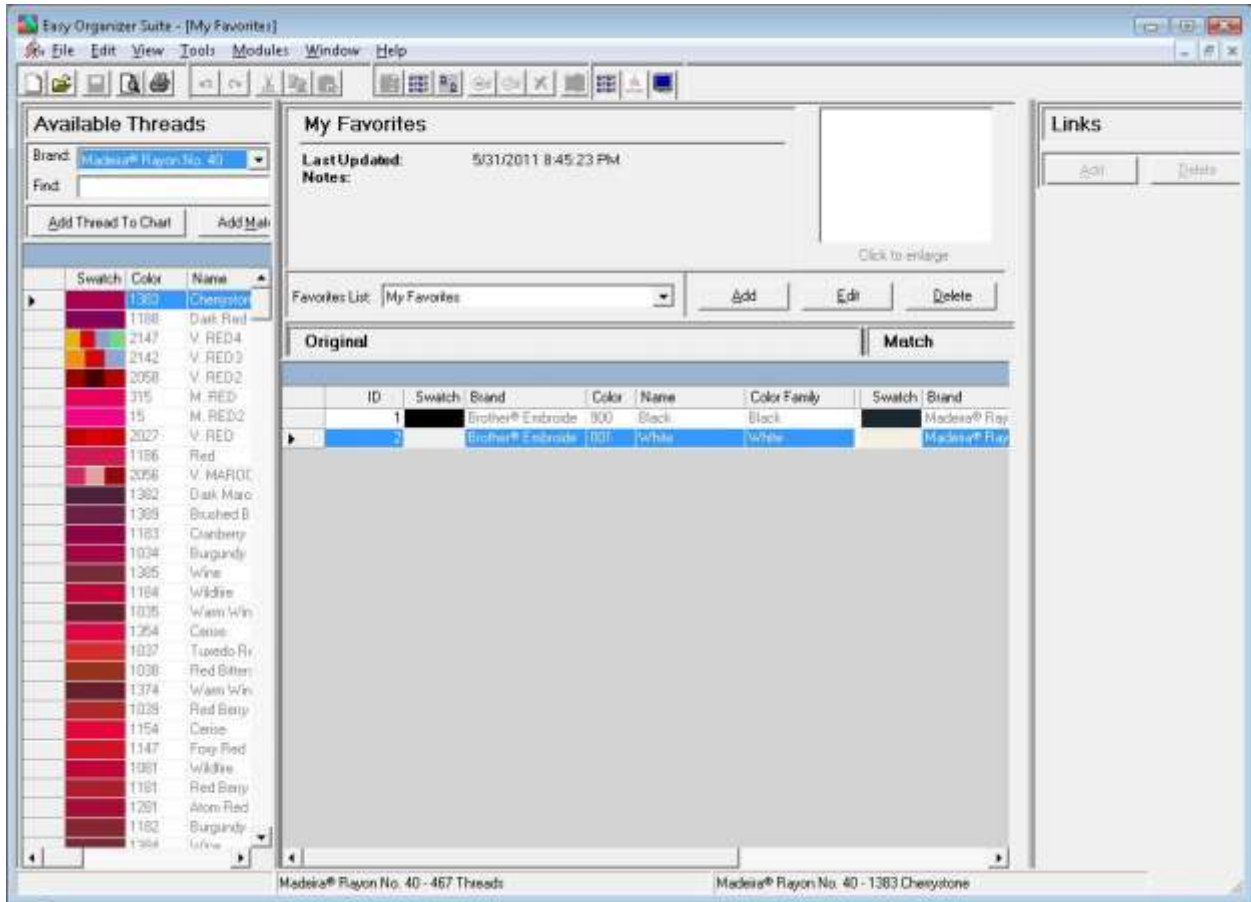
Exporting My Favorites

1. To begin, open **Easy Organizer Suite™** and select the **easythreads™** Module.
   If you are not already in the **easythreads™** Module, then select Modules →
   Threads Organizer → easythreads from the menu, or you can click on the
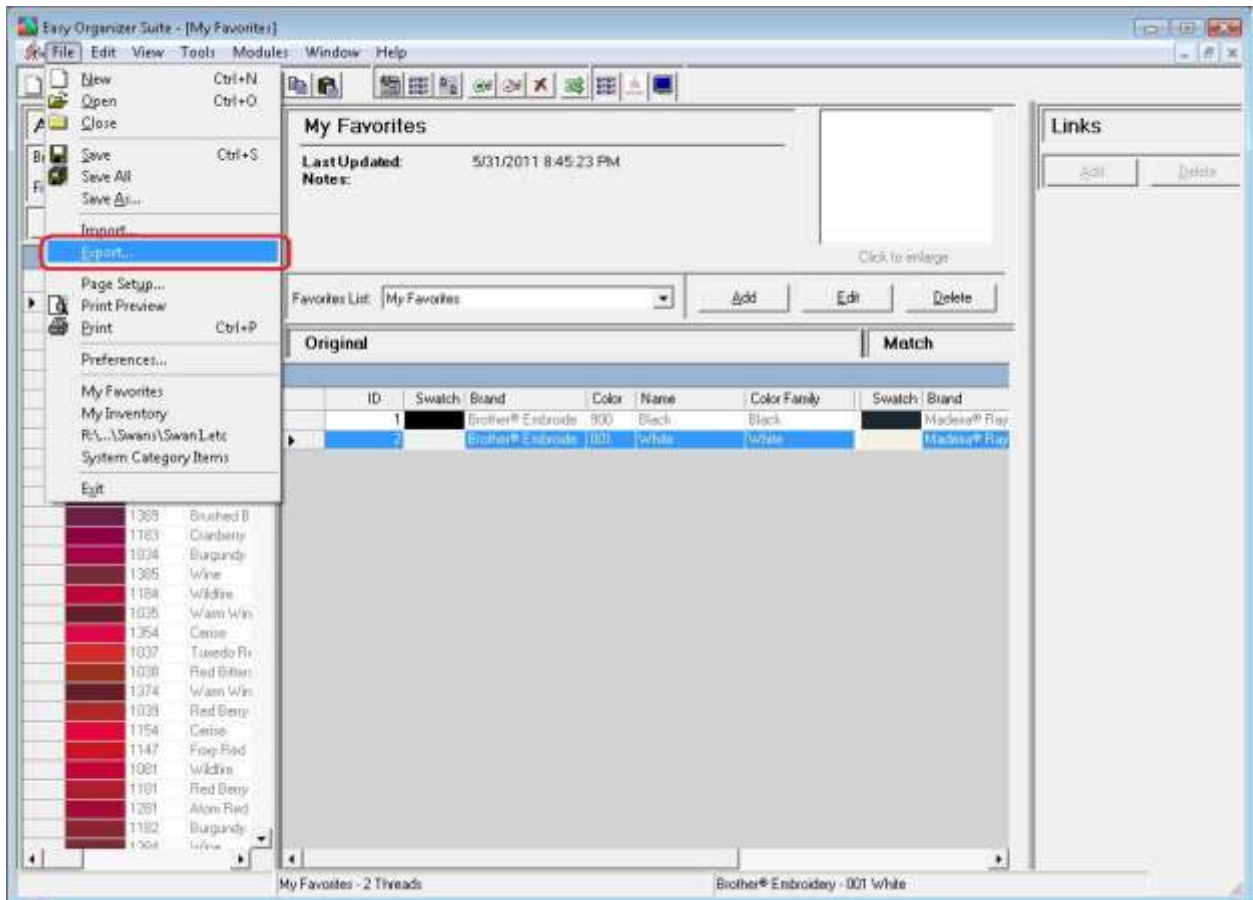   **easythreads™** icon in the toolbar.

2. You must have My Favorites open. To open My Favorites, select View → My Favorites from the menu.

3. My Favorites will open.

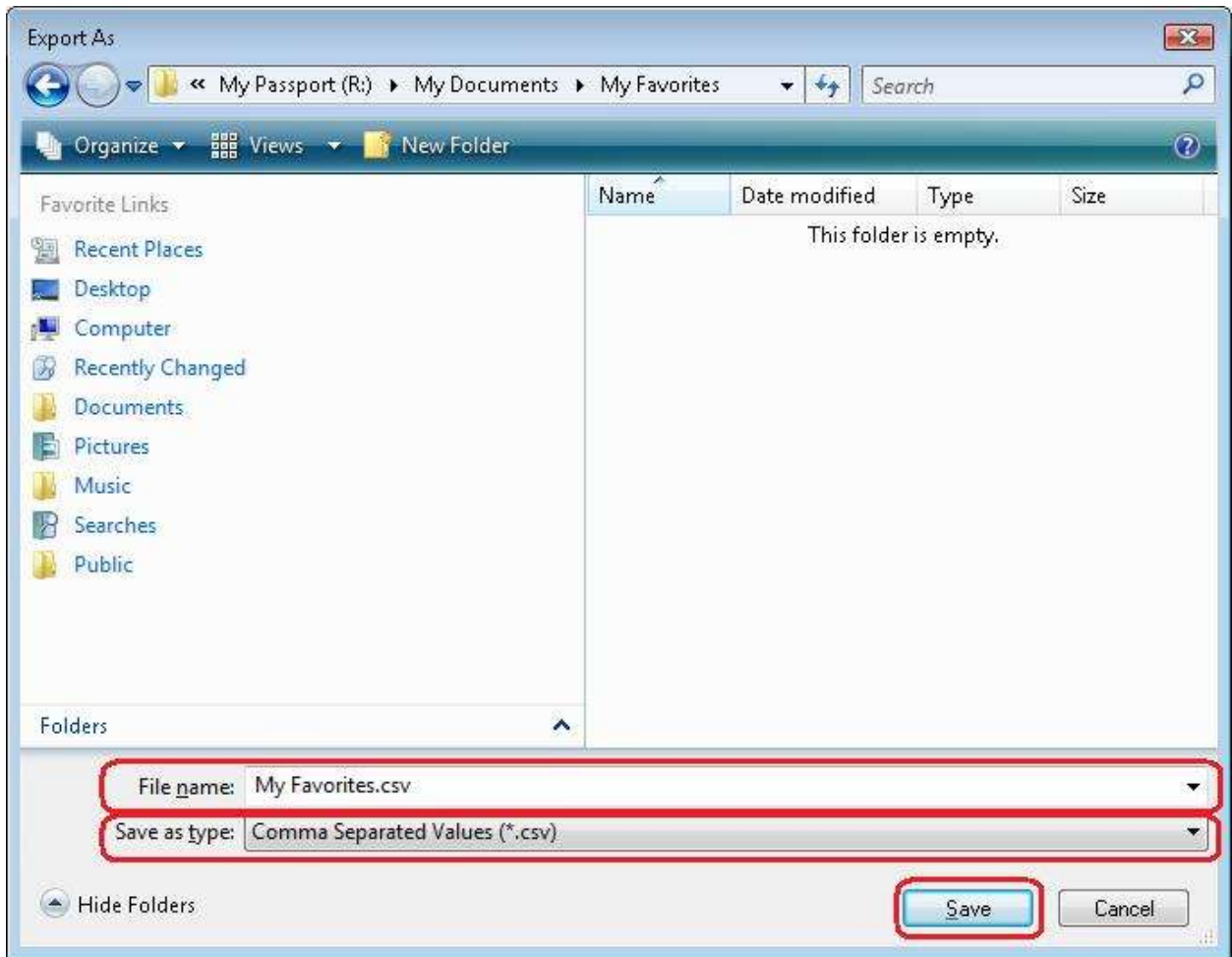4. To open the Export Wizard, select File → Export.

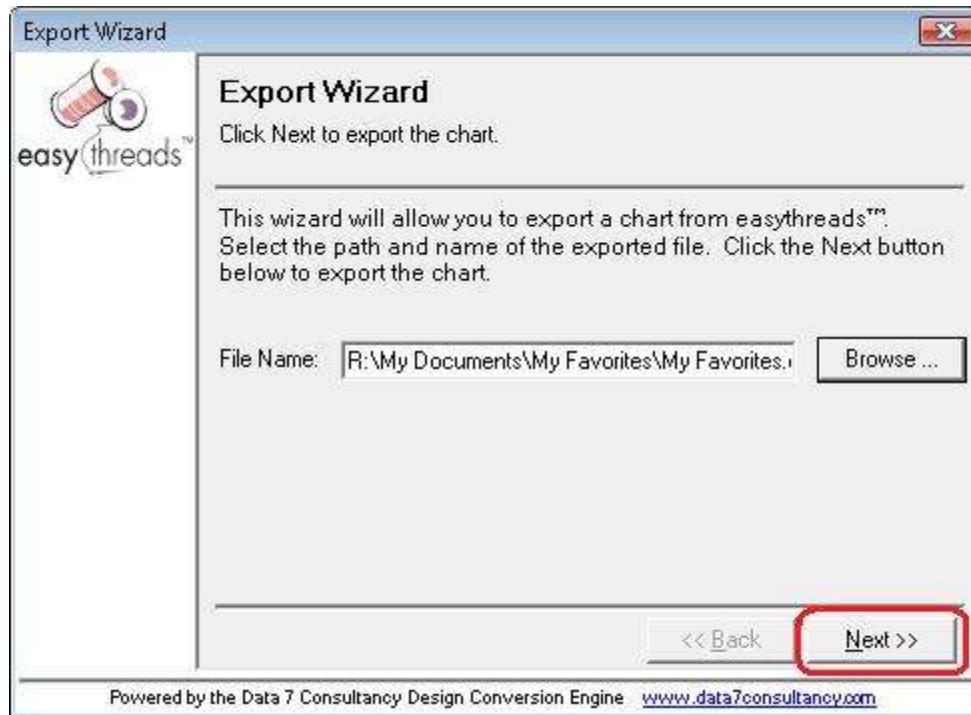5. The Export Wizard will open. Click on the Browse… button to tell the system where you want the file to be saved.

6. The Export As dialog will open. Navigate to where you want to save the file. The system will put "My Favorites" as a file name, but you can change that if you'd like. You can select the type of file to save the file as by changing the Save as type dropdown.

    For this lesson, let's save the file as a csv file and name it My Favorites.csv. Click the Save button to continue.

7. The system will put the file path and name in the File Name textbox. Click the Next >> button to export the file.
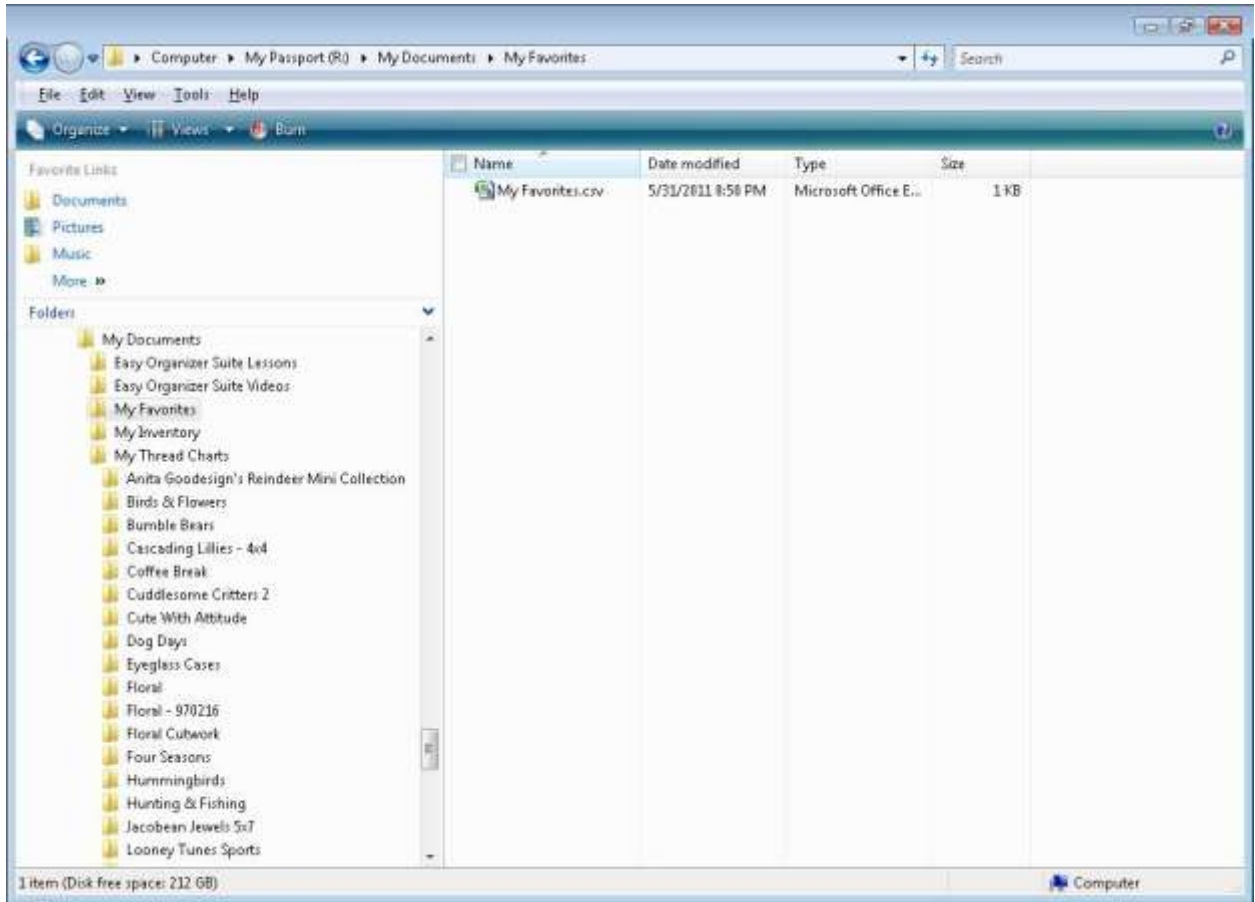

8. The system will let you know that it has exported your file. Click the Finish button to close the Export Wizard.

9. You can navigate to where you exported the file to see it.

Congratulations! You have finished Lesson 19. You are now ready to move on to Lesson 20 – How to Import An Embroidery Design.