



Using the badge designer

A complete run through of the badge designer, explaining how you can create your own badge on-line ready to send to us for a quote.

The finished design

We're going to show you how easy it is to create the badge shown below using some clipart, our own shapes and curved text, all from within the badge designer.

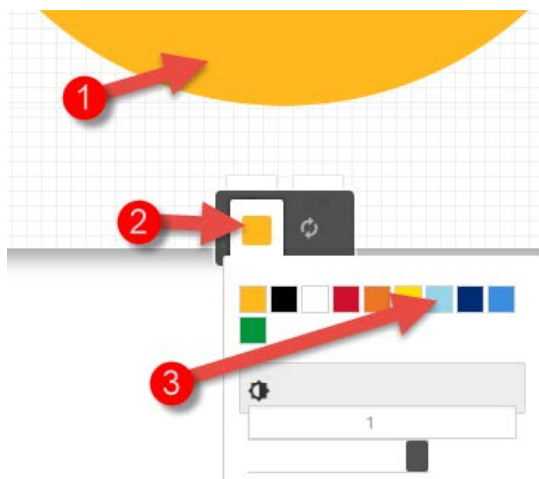
Although you can create whatever design you want using the designer, following this guide will give you a good idea of what is possible.



If you're creating your own badge, it's always useful to have your logos or other images ready.

It's also preferable to choose images in 'png' format with a transparent background.

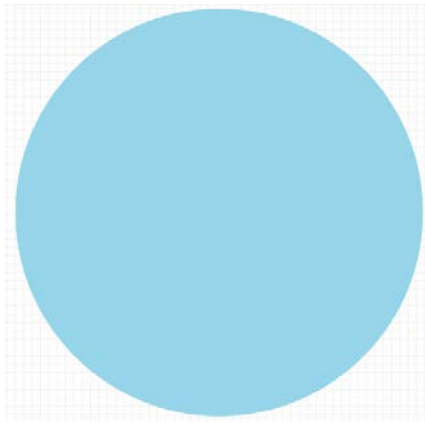
Choose the badge and colour



First of all, go to the designer page ([click here](#)) and you'll see the blank designer with a golden circular badge already selected.

We need to change the colour of this badge, so click anywhere in the yellow **(1)** to bring up the colour pallet, then click on the existing colour **(2)** and then choose the sky-blue **(3)**.

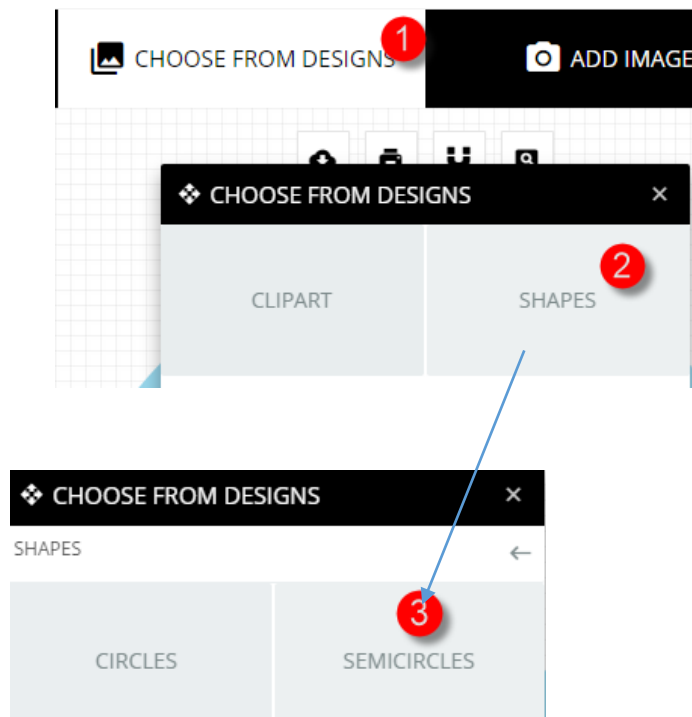
The badge colour will change to sky-blue:



Add the sea

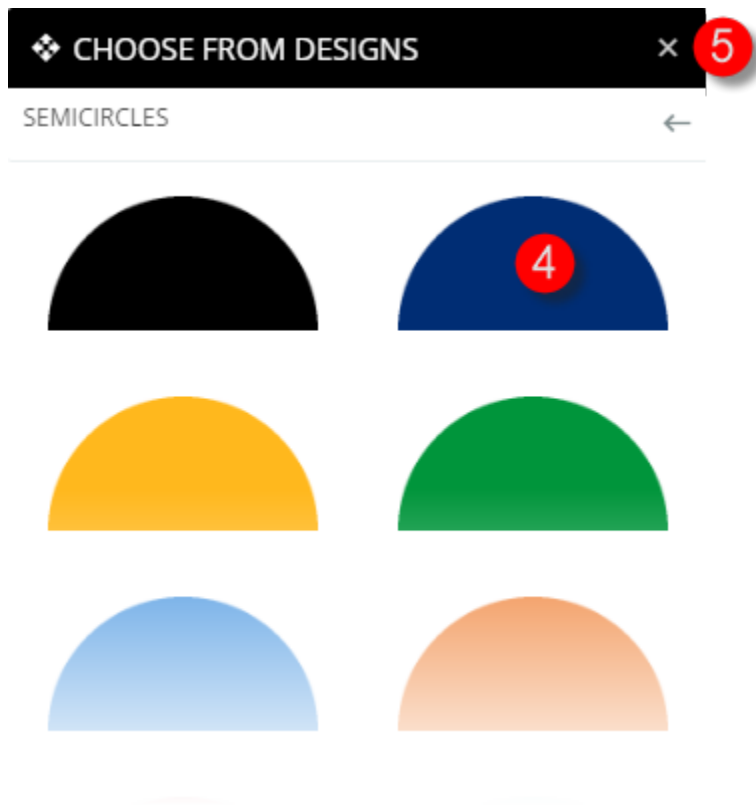
We want to add a dark-blue sea, so we now need to choose some of the existing shapes available to the designer.

Click on “Choose from designs” from the top menu **(1)**, then choose “Shapes” **(2)**, followed by “Semicircles” **(3)**.

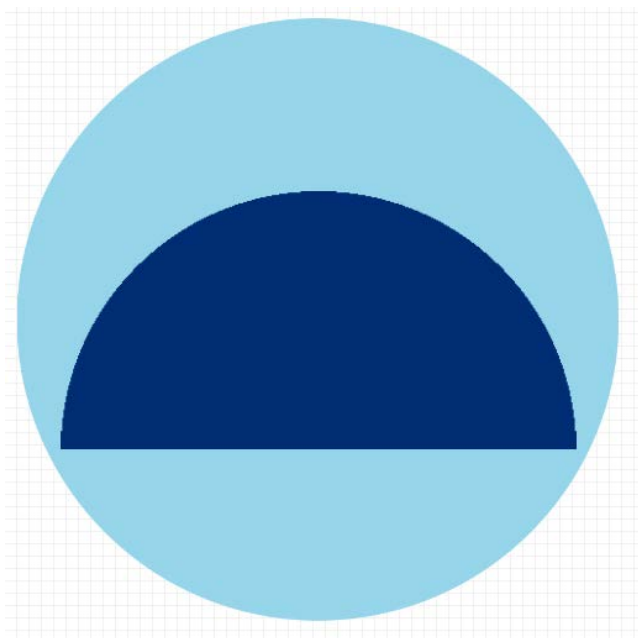


The window that pops up next shows a number of different coloured semi-circles.

Choose the dark-blue shape **(4)** and it will be pasted on to the badge. Remember to click on the “x” in the top right hand corner **(5)** to close the selector.



Your canvas will now look like this:

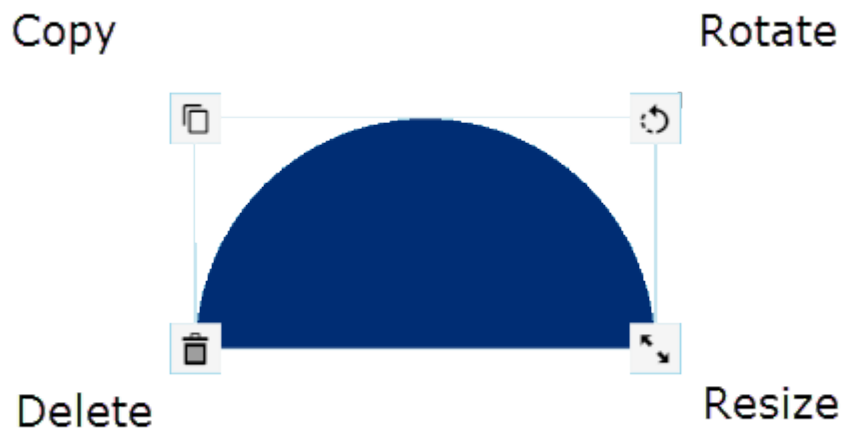


So now we need to turn the semi-circle upside down and make it into the sea!

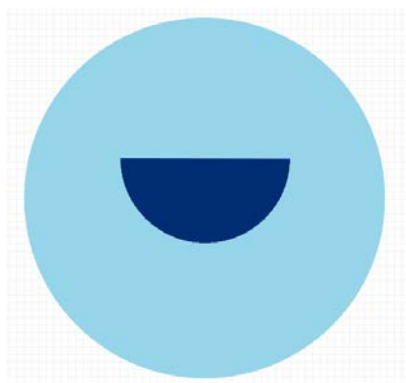
Changing the shape and position of shapes

All shapes added to the canvas can be moved, resized and their orientation changed.

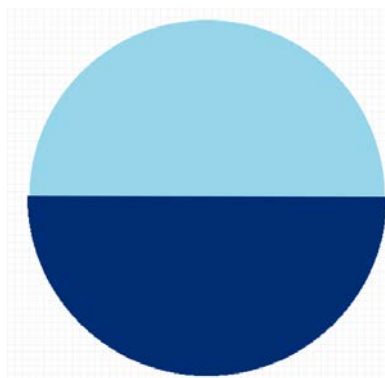
When you click on a shape, four controls will appear, each with their own function.



For our badge, we need to click on the “Rotate” icon and simply turn the semicircle upside down:



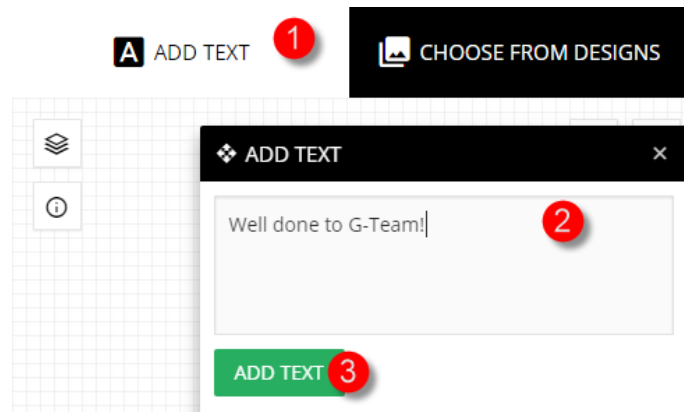
As you can see though, it doesn't look much like the sea, so we now need to resize and position the semi-circle. We simply use the 'Resize' icon to make it bigger, then position it at the bottom of the circle.



Adding text

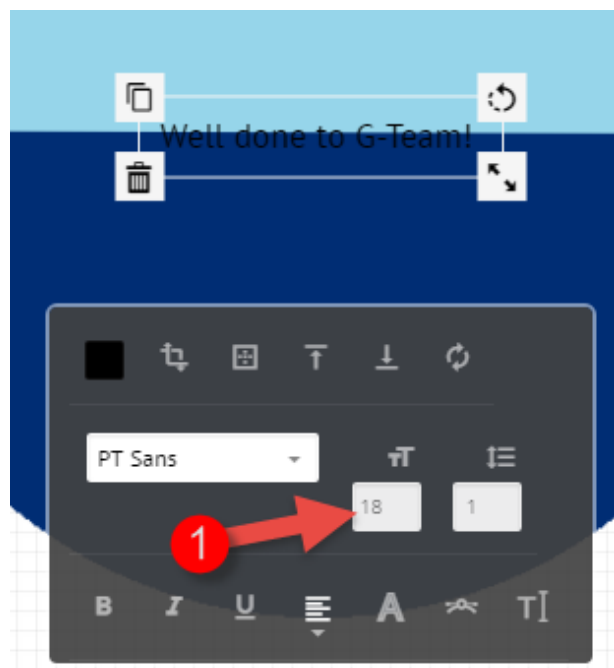
We are now going to add the text at the top of the badge.

This can be a bit fiddly to start with because you have a lot of options when it comes to adding text, such as the angle, rotation etc, but experiment with it to get it absolutely right for you.



First of all, click on “Add Text” in the menu **(1)** and then type in some text in the box that appears **(2)**.

Then click on “Add Text” **(3)** and the text will be added to the badge canvas.



The text is added to the canvas, but it’s quite small and difficult to see, so we’ll fix that by changing the font size by clicking in the size box and changing it **(1)**.

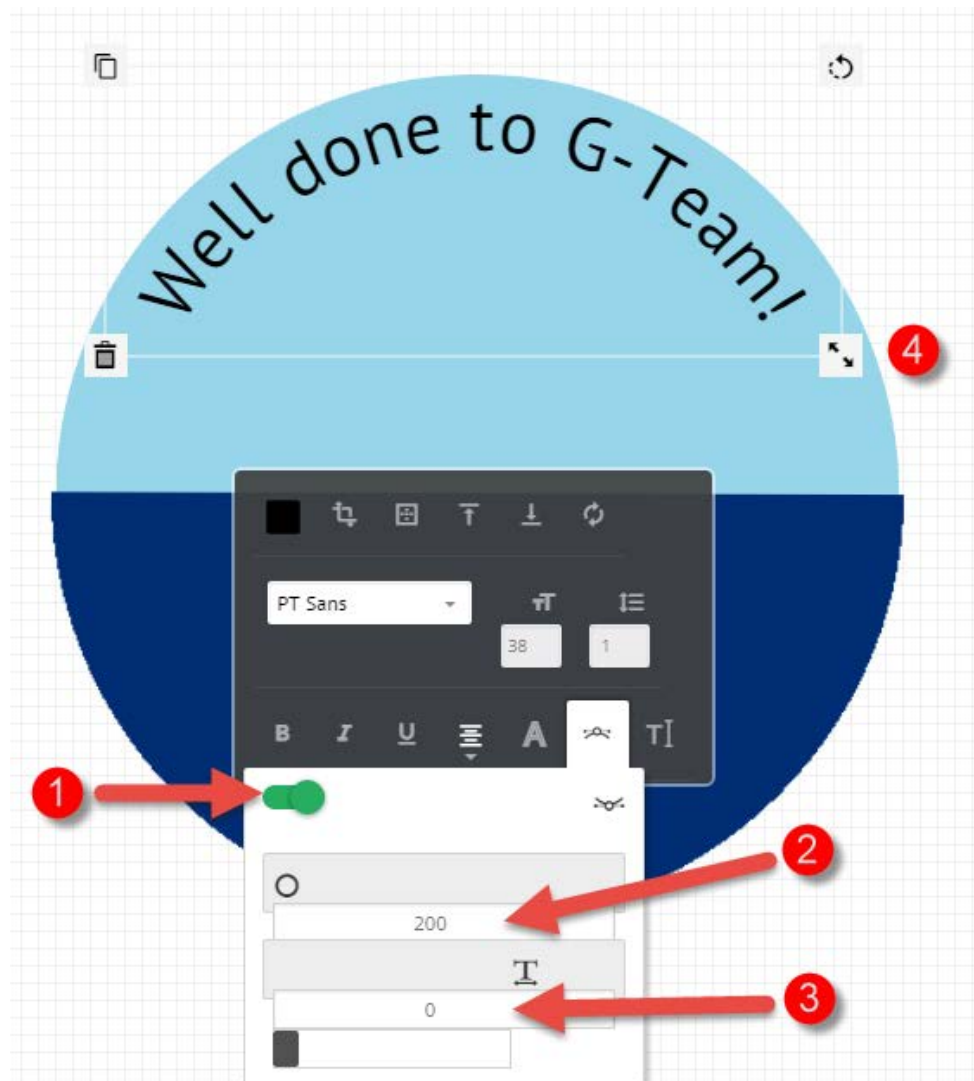
Change it to something like 35 to get good sized text.

The next step is to curve the text.

Curving the text

Due to the complexity of drawing text on a curve, the spacing and size of letters and rotation, this part of the badge design is largely down to experimentation.

However, here's how we achieved the curved text at the top of the badge.



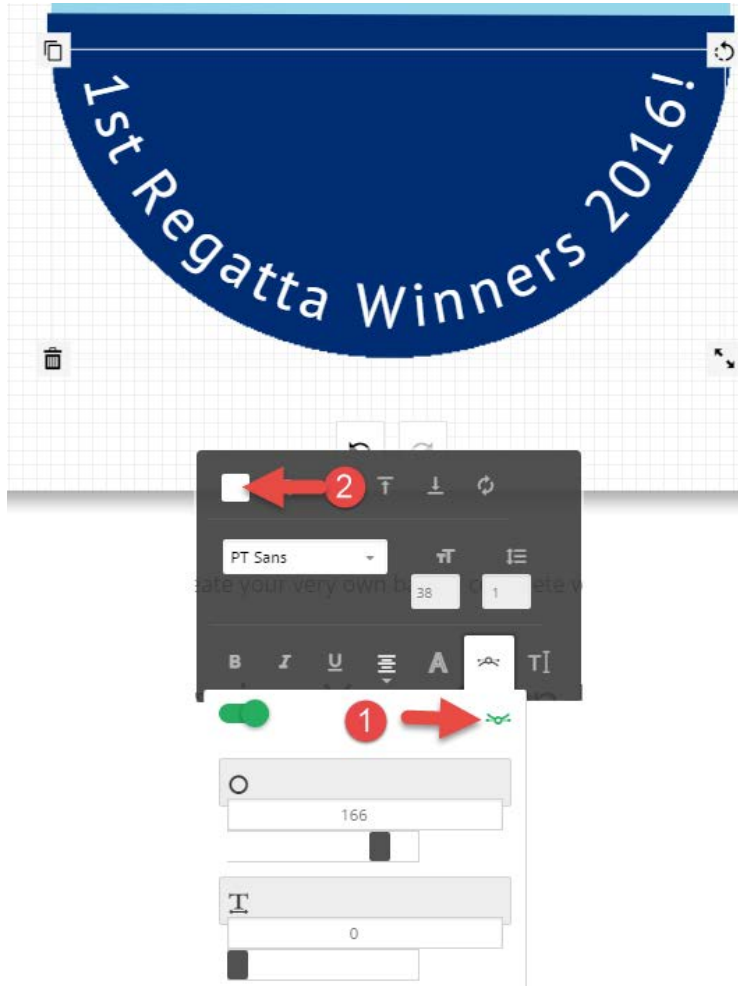
- 1) First of all, you must turn curved text "on" by clicking on the slider button. This will enable the circle and text spacing controls below.
- 2) Then, set the angle of the text. It's best to set this quite high to start with. A maximum of 200 here will match the angle of the badge.
- 3) Set the text spacing to zero to start with, you can always adjust this later.
- 4) When you've set those, position the text and use the resize handles to get it exactly how you want it.

Note!!

Don't worry about getting it absolutely perfect, the Tolley designers will re-make your badge using our state-of-the art systems ready for you to proof. You don't have to be an artist to order a Tolley badge!

The bottom curved text

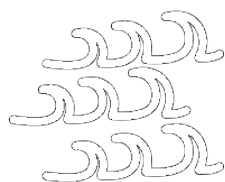
This text is added in exactly the same way, however when you switch on curved text, you then need to reverse the rotation using the button in the curved text panel:

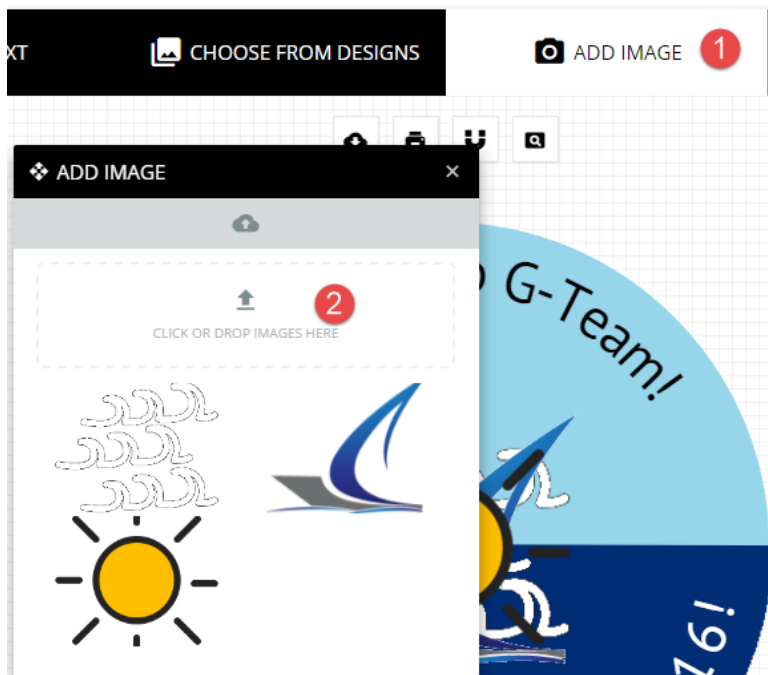


The only difference here is that we changed the rotation direction by clicking the 'Rotation' button **(1)**, and we also changed the text colour **(2)**.

Adding images

It's now time to add the finishing touches by uploading our own images. We have the following images to upload ready on our computer:





Click on “Add Image” **(1)** in the menu, and then in the panel that appears, click on “Click or drop images here” **(2)** and upload the images from your computer.

All of the images will be uploaded and added to the canvas, ready for you to position them.

And the badge is finished!



Download options

You can download the design as a JPG, PNG or PDF and then email that to us with your instructions, number of badges required and any other special instructions.

To do this, click on the cloud icon and choose the download type from the buttons underneath it.



You can then load up your image in your own editor, or even just Word and add annotations or your own instructions before emailing it to us at info@tolleybadges.co.uk.

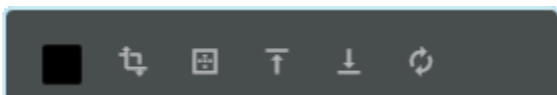
Menu Items

The above guide gives a basic overview of how to create a badge, but there are other options available which give even more control over the design.

Here's a complete run-through of all buttons and what they do.

Text Options

We'll start with the first row of options in order:



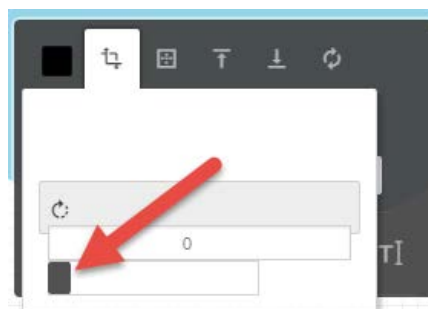
Text colour

Click on the coloured box (here in black) to bring up the colour picker and change the colour of the text.

Transformation

This brings up another dialog which allows you to rotate the text by moving the little black handle left and right.



As you move it, the text will be rotated through 0-359 degrees.

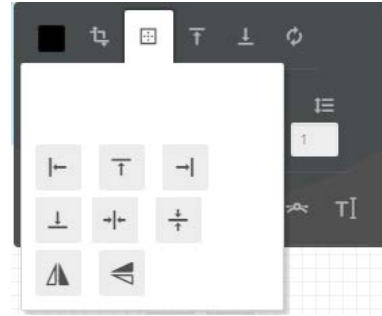


Position



This icon allows you to change the position of the text in relation to the centre of the canvas.

You can centre, move left or right and top or bottom.

Also, click on either the  or  to mirror the text either left to right or top to bottom.



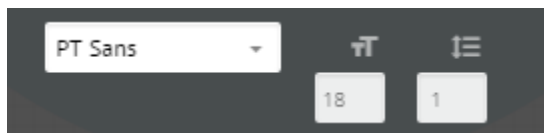
Move up or move down

These two buttons ( ) allow you to move the text up and down the layers of the canvas.

If you have multiple items such as clipart, shapes or other text, you can decide which is behind the others by using these icons.

Reset

Finally, the rest button will undo all changes.



Font

Choose which font you wish to use for your text.

Text size

As well as dragging the font size, you can also adjust it here.

Line spacing

If you have multiple lines of text in one text box, you can set the spacing here.

For example, the default spacing of 1 will result in text like this:

This is the first line of text
This is the secondline of text
This is the third line of text

Change it to 2, for this:

This is the first line of text

This is the secondline of text

This is the third line of text



Bold/Italics/Underline

These are fairly self-explanatory; they will add formatting to the selected text.

Text justification

The next button allows you to justify the text, left, right or centre.



Stroke

This will bring up a new dialog box which allows you to change the size and colour of the stroke around the text, i.e. the colour and size of the line around the text.

For example:



Curved Text

We've covered this in the pages above, it allows you to alter the angle and direction of curved text.

Edit text

Finally, this button when clicked on will bring up a dialog to change the text. This is necessary when the text has been curved, as it can no longer be double-clicked to edit.