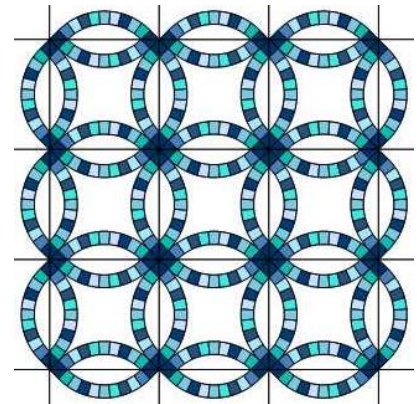


---

### *Put Together a Plan*

Large projects are overwhelming when looked at as a whole. Breaking them down into small slices of time makes even the largest project achievable. After committing to a large project, gather the materials including fabrics, threads, instructions and embellishments. Some decisions are only possible as the project progresses, but gather as much as you can. Missing parts will easily de-rail a project. Review the instructions and break the process down to bite size pieces. For example, a quilt block, section of a quilt block, part of a garment or individual embroideries. Look for parts that can be completed in 15-30 minutes of active sewing and set up time.



Large quilting projects lend themselves to this process. Sew a test piece for the very first part while looking for ways to streamline the process. Put together a plan using as many shortcuts as possible including pre-cutting pieces, using all the features of your sewing machine, winding bobbins, setting up an ergonomic workspace and gathering tools. Review the checklist on the next page for suggestions to set up the ideal process. Sew a second piece to test the plan and be prepared to modify or re-arrange to improve the plan. While sewing, look for repetitive or grouped motions. For example, maybe piecing everything and pressing everything is better than piece, press, repeat for an individual unit.

With the plan in place, look at your schedule for bits and pieces of available time. Is it in the morning or evening? Can you steal time from social media consumption or television? Could pre-preparation of meals free up some daily time (slow cooker or pizza)? When are you most motivated or most available to sit and sew for just a few minutes? Are you only available weekly and not daily? Make the set-up process as simple as possible to begin and fully utilize the available time. Did you miss a time opportunity? Don't fret, it is really okay, just dive into the next available time.

# Time Management Checklist

## *Machine Convenience Features to Explore*

- Needle Up/Down – re-position needle to highest or lowest position
- Start/Stop - power the machine without using the foot pedal. Great for free-motion quilting.
- Auto Thread Trim – answers the question, “Where did I put the scissors?”
- Auto Reinforce – keep the edges of pieces from coming apart.
- Reinforcement Priority – reinforce at the touch of a button.
- Auto Presser Foot Lift – how many times do you reach for the presser foot lever?
- Auto Down/Up – just stop or start sewing saves a lot of time.

## *Quick Access Features*

- Knee Lever – keep all hands on the project and easily reposition the fabric.
- Pivot – needle stays in fabric and presser foot lifts. This feature is perfect for appliqué.
- LED Guide Light – sew accurate seams or position fabric quickly when using auto down feature.
- Multi-Function Foot Control – lets your feet work as hard as your hands and is a time saver when creating repetitive motions. The side pedal and back of foot are programmable with four different functions.

## *Sewing Environment*

- Set Up your sewing space for easy/quick access and sewing comfort.
- Create a dedicated sewing space or cabinet that will not be disturbed between sessions.
- Adjust opening stitch to correct settings and place in memory of machine.
- Connect machine and iron to a universal surge protector to turn on/off power with a single switch.
- Keep instructions, check list or post it notes nearby for quick review.

## *Sewing Accessories*

- Extension table to double sewing surface area and easy access to parts.
- Multi-function foot control lets your feet work as hard as your hands.
- Small iron and pressing surface nearby.
- Practical organizers to keep pieces or tools in order and within easy reach.
- Trash can to keep work area free of distracting clutter.

## Foundation Pieced Double Wedding Ring Quilt

- Assorted Fabric for Arcs
  - Create a template to pre-cut fabrics
- Fabric for Background
- Foundation Papers printed on paper
  - Each center block you will need four arcs, one center and four half melons
  - Half melons can be joined along the long edge to create a single melon.
  - Each side you will need an arc
- Fabric and Batting to complete quilt
- Cotton thread for piecing
- Paper scissors to cut apart and trim foundations

### Time Groups for Piecing the Top:

- Print and cut out all foundations using paper scissors. Fold along sewing lines for easy placement of fabrics on the backside.
- Create a template for arc pieces that is slightly larger than the arcs and pre-cut fabrics for arcs. Sort into piles for each arc while cutting.
- Test sew an arc to explore a repetitive pattern.
- Set up machine and workspace to maximize sewing time. Altair machine set up used in video:
  - Straight stitch center position stitch length 2.0
  - Engage auto up and auto down.
  - Set LED guide light to center position.
  - Set Multi Function foot control pedal to cut and single stitch.
- Stitch arcs during as many sewing sessions as necessary.
- Lay out completed arcs on possible background fabrics.
- Mark and cut out all background centers and melons.

- Stitch together quilt in rows. Attach arcs to centers and then to melons.
- Layer quilt with batting and backing.
- Begin quilting by straight stitch in the ditch and removing pins during quilting.
- Add fancy quilting in the centers and melons if desired.
- Cut bias binding.
- Trim edge and sew on bias binding.
- Turn binding to the back and hand sew.
- Add label.

