



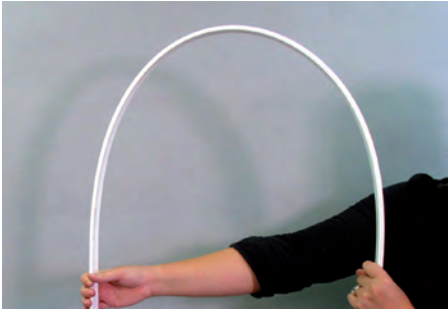
HQ Portable Professional Frame Setup Instructions

05/05/10

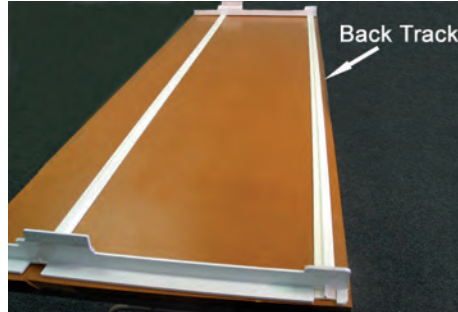
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Designed by a Quilter, for Quilters.®

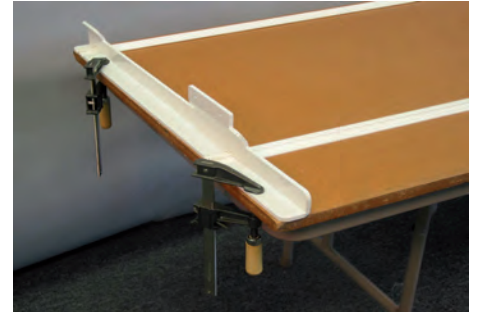
1. Assembling the HQ Portable Professional Frame



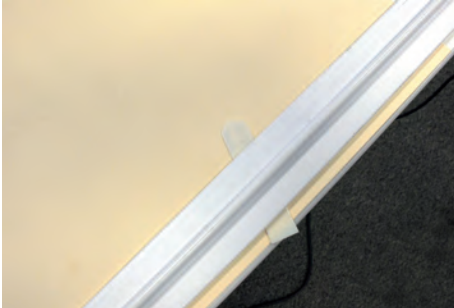
1.1 Thank you for purchasing the HQ HQ Portable Professional Frame. This frame is adjustable to fit tables up to 10^{1/2} feet long for crib-size to king-size quilts. We recommend that you set it up at the longest length that will fit in your room. To begin setting up this frame, remove the continuous tracks from box. Bow in opposite direction until they lay flat on the table.



1.2 Place the bases over the tracks at each end of the table. A groove is cut into the base to fit over the track. Note: The track nearest the edge of the table is the back track.



1.3 Clamp the bases securely at the end or side of the table with two clamps on each base. The clamps can be placed anywhere along the base allowing the frame to be set on most tables. However, 30 inch wide tables are most desirable. There are holes in the bases that align with holes in the Adjustable Table ends that can be used to bolt the frame to the table, if desired.



1.4 Command® Strips are provided to secure the tracks to your table. Place the carriage on the tracks and roll the carriage along, placing strips on the underside of the track as you roll. Place the strips perpendicular to the track and allow the non-adhesive end to extend beyond the track, to aid in removal if needed.

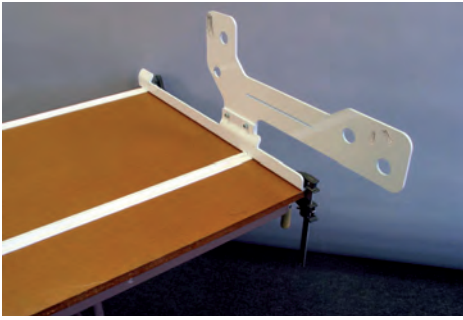


1.5 Locate the side arm with 3 Y-shaped latches. Place this arm on the outside of the base on the right side of the table (when standing at the front of the table). Each side arm has multiple sets of holes to bolt into the base. Use the middle set of holes to begin with, but do not tighten the bolts firmly until you have placed the carriage and machine on the tracks and have confirmed that this is the best setting.



1.6 Bolt the arms to the bases with the bolts and nuts provided. While standing at the front track, the arm with the latches is bolted to the base on your right side.

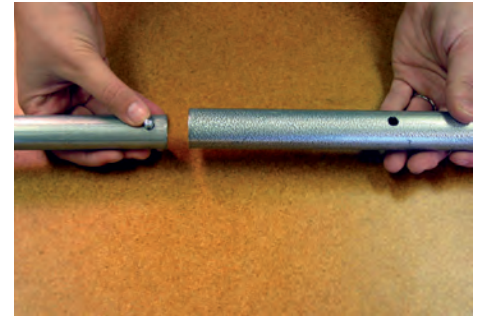
2 HQ Portable Professional Frame



1.7 Once the right arm is securely bolted to the base, the setup should look like this. Repeat the process to install the arm on the left side of the table.



1.8 After confirming that this is the best setting, tighten the bolts using a 7/16" socket or wrench. Level the arms as you tighten the bolts. This step takes place after checking the setting when you place the carriage and machine on the tracks.



1.9 Identify the pole sections. There are three 4' sections with ratchets (one has a black rubber grip), five 4' sections and four 2 1/2' sections.

Join the pole sections together by using the provided couplers. Press the snap button and push the coupler inside the adjoining pole until the pin pops out of the hole.



1.10 Create four 10 1/2' poles in the following order: First, add a 4" section to each gear section to create three 8' poles. Then add a 2 1/2' section to the end opposite the ratchets to complete a 10 1/2' pole. Combine the remaining 3 pole sections in the same order to create an Idler pole.

Pole Identification

Take-up pole has a black grip.

Idler pole has no ratchets.

Quilt Top pole has one ratchet.

Backing pole has one ratchet.

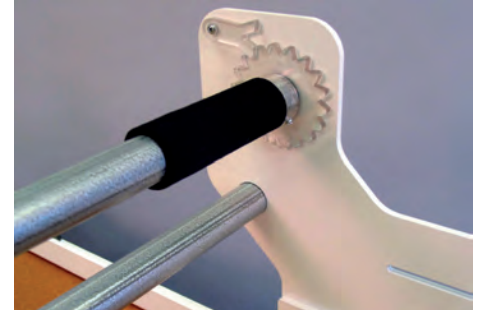


1.11 Install the Take-up pole
Slide the end with the 2 1/2' section into the top hole on the left side arm (standing in front of the table).

While pushing in the snap button, slide the pole through the top hole on the right side arm.

Install the remaining poles

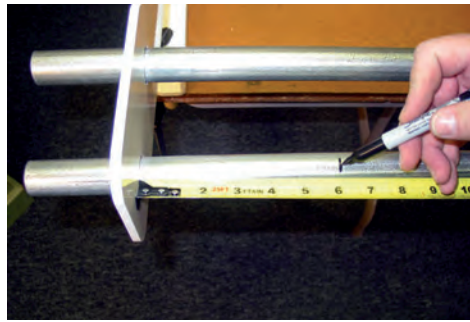
In the same fashion, install the Idler pole below the Take-up pole. The Quilt Top pole and Backing poles are installed in the two front pairs of holes.



NOTE: If desired, frame can be adjusted to fit different table lengths by using different combinations of pole sections.



1.12 This photo shows the frame set up at 8'.



1.13 Next, prepare to attach the Velcro® to the poles. Measure in 6" from each end of the frame.



1.14 Peel the backing off the Velcro® and apply to the Take-up pole, starting at the 6" mark and ending at the opposite 6" mark. Use the snap buttons as a guide to keep the Velcro straight. It is recommended that you place the Velcro in a line below the buttons.

Repeat to apply Velcro® to the Quilt Top pole and the Backing pole. Do not put Velcro® on the Idler pole.



1.15 Once the Velcro® has been applied to a pole, it can be clipped at the couplers to enable disassembly. If you don't intend to change the size of your frame, the Velcro® can be left uncut.

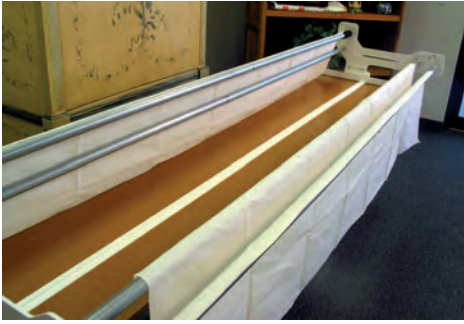


1.16 A set of 9 1/2' marked leaders are provided with this frame. Fold each leader in half lengthwise and mark the center.

Measure and mark the center of the Take-up pole, Quilt Top pole and Backing pole.



1.17 Matching leader center marks to pole center marks, begin attaching the leaders to the Velcro®, working from the center to each end of the Quilt Top pole and Backing pole so they hang to the center between the poles.



1.18 In the same fashion, attach the remaining leader to the Take-up pole, so the leader falls to the back of the frame.

Next, refer to the Q Drive user manual for instructions for placing the carriage and machine head on the frame.

2. Loading a Quilt



2.1 Pinning the Back.

Note: 2" long sharp pins with large pear-shaped heads are recommended for all pinning steps.

Find the center of the backing fabric, being aware if the fabric is directional.



2.2 Matching the center of the leader with the center pin (or mark) on the backing, begin pinning the fabric to the leader attached to the Backing pole. The fabric should extend about 1/8" beyond the leader to assure that the fabric has been sufficiently caught by the pins.

Loosely woven fabrics can pull through if pinned too closely to the raw edge. Always begin the pinning process from the center out to each end.

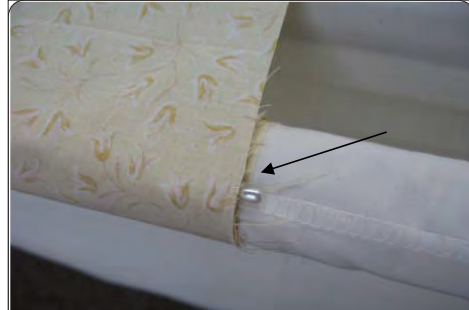


2.3 Place the pins end to end, not overlapping the pins, or leaving big gaps between pins. Be consistent in placing the pins within the hem or near the serged edge on the leaders.

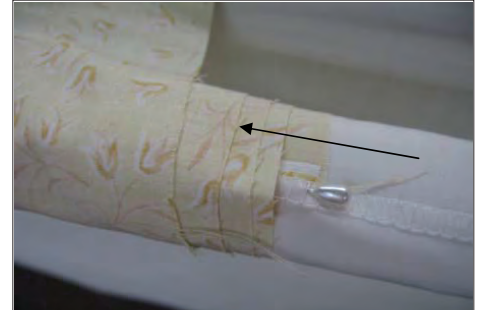
(NOTE: Photo shows a leader with a serged edge, which may be different from the leader that was provided with the Pro-Frame. The technique for loading is the same, regardless of the type of leaders used.)



2.4 With the ratchet engaged, roll the backing onto the pole, being careful to smooth wrinkles from the center out to the edges. As long as the ratchet is engaged in the gears, the fabric will be rolled in the correct direction.



2.5 While rolling, gently "massage" the fabric from the center to the edges, so that the edge of the fabric does not "hour glass" (pull to the center from both edges) or shift to one side or the other. The fabric should roll precisely on top of itself. See "hour-glassing" example in next photo.



2.6 Shown is an example of rolled fabric that is hour-glassing, not rolling precisely on top of itself.



2.7 While rolling, use the seams in the back as a guide to keep the fabric straight.

This seam is not parallel to the pole, so it needs to be adjusted.



2.8 “Massage” the fabric to straighten out any unevenness.

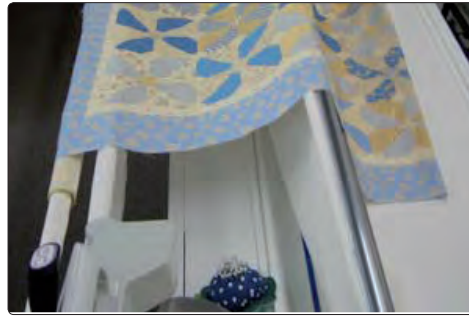


2.9 The seam is now parallel to the Backing pole.

3. Loading the Quilt Top



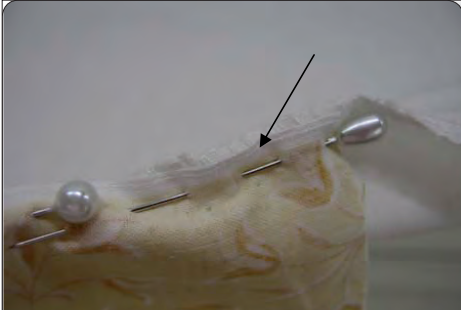
3.1 Fold the quilt top to find the center. Place a pin at the center mark.



3.2 With the right side of the fabric facing up, drape the quilt top over the Take-up pole.



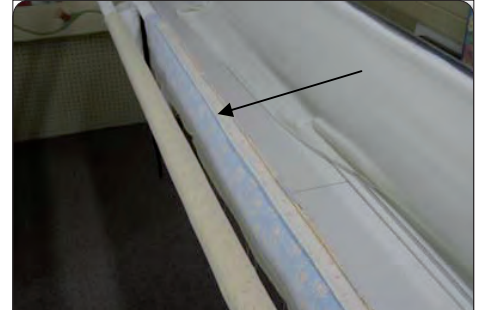
3.3 Match the center of the leader to the pin on the quilt top and begin pinning the quilt top to the leader from the center out to the edges.



3.4 Weave the pin at both ends (take 2 or 3 "bites with the pin) so the fabric is well-anchored.

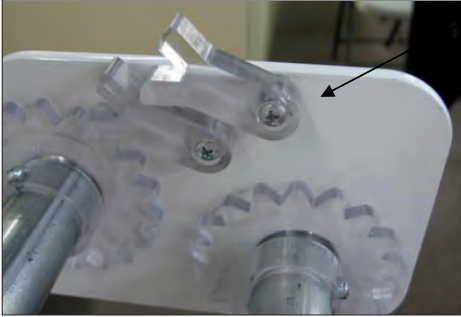


3.5 Use the piecing as a guide when rolling the fabric on the pole. If a seam is not straight, massage the fabric until it is parallel to the Quilt Top pole.



3.6 This seam is parallel to the Quilt Top pole.

4. Loading the Take-up pole



4.1 Release the ratchet on the Backing pole.

Unroll some of the backing fabric, bringing it under the Quilt Top pole. Bring the leader from the Take-up pole forward, passing it under the Idler pole. Find the position where the quilt back lines up naturally with the leader.



4.2 Pin the leader to the backing fabric, beginning at the center and working toward each edge.

5. The batting



5.1 Gently place the batting between the Backing pole and the Quilt Top pole, being careful not to stretch the batting.

Bring the batting up to the top pinned edge of the backing fabric.

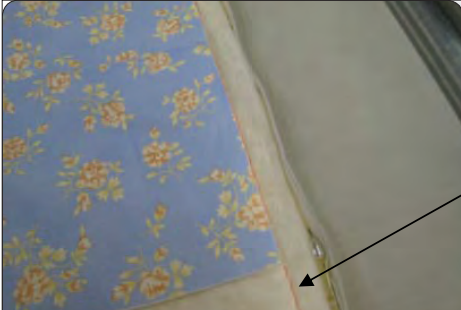
If using a flat batting, such as a needle-punched cotton/poly, basting the batting to the backing fabric is recommended. If using a fluffy batting (such as a thick polyester), this step must be skipped, because the hopping foot gets caught in the batting fibers.



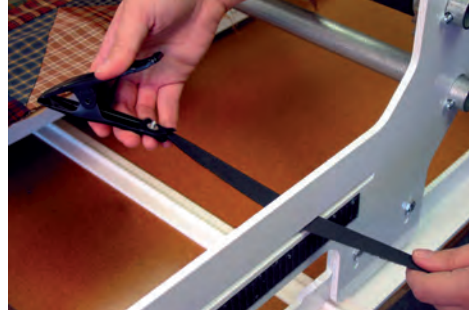
Tip: For basting a straight line across the quilt, a channel lock is recommended. Place the channel lock on one of the front wheels of the machine to help stitch a horizontal line.



5.2 With the channel lock in place, stitch a plumb line (straight horizontal line across the top edge of the batting). This creates a straight line to use as a guide for the next step.



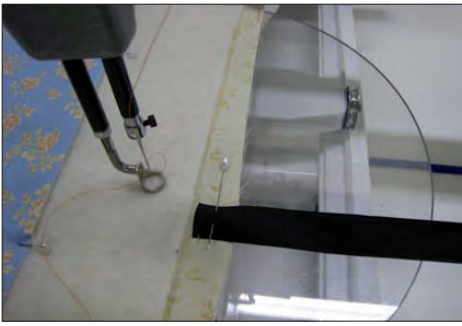
5.3 After stitching the plumb line, release the ratchet on the Quilt Top pole and bring the quilt top edge up to the stitching line. (If using a fluffy batting with no basting, simply align all three edges, backing, batting and quilt top, keeping them parallel to the Take-up pole leader.



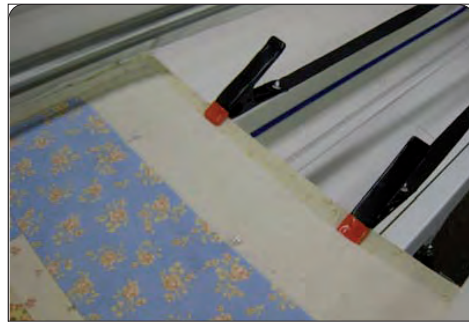
5.4 Slide the end of the side clamp's Velcro[®] tape through the slit in the side arm. Grip the backing fabric securely with the clamp. In some cases, the batting may also be caught in the clamp. It depends on how wide the backing fabric and batting are. Do not grip the quilt top. Pull the Velcro[®] tape until the quilt is just taut, then attach to the Velcro[®] strip on the side arm.



Note: The clamps are used to stabilize the quilt backing only. They are not to be used to stretch the backing, which would result in quilting problems.



5.5 When doing ruler work, the ruler base can bump into the side clamp. To work around this, consider reversing the clamp and pinning the Velcro tape end to the quilt backing.



5.6 Two clamps per side may be used if desired (not included).



5.7 After stabilizing the backing fabric with clamps, the next step is to stabilize the top of the quilt top. Place pins vertically about every 6 inches within the top 3"-4" of the quilt top.

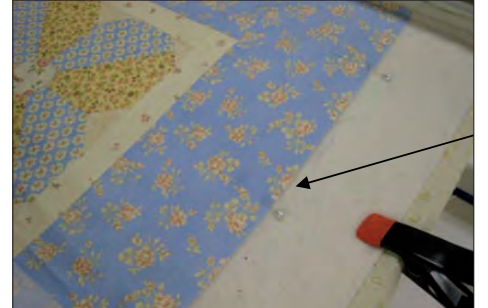


5.8 Turn the poles to tighten the fabric so there is gentle tension. Baste across the top edge within 1/8". The finished binding will encase this basting, so it won't show. Apply gentle pressure with the left hand to help eliminate any tucks.



5.9 Next, slowly baste down the left edge, again within 1/8" of the edge of the fabric. Use the left hand to apply gentle pressure to help stitch a straight line. This step ensures a stable beginning to each quilting pass.

Note: Each time the quilt is rolled onto the Take-up pole, it is important that the left edge be basted.



Finally, stabilize the right side. There are two accepted methods (and two schools of thought) for this step.

1. Stabilize with pins placed horizontally (perpendicular to the edge of the quilt top) about every 6". Leaving the right side unbasted provides space for any fullness to move while quilting.

OR

2. Baste down the right side (within 1/8" of the edge) in the same manner as the left side. This helps to prevent tucks from forming in the backing fabric while quilting.

Whichever method you choose, be sure to stabilize the right side before beginning the quilting pass.

6. Correct Fabric Tension



6.1 This photo shows a quilt loaded properly and it is ready for quilting.



6.2 Do not roll the Take-up pole too tight. Fabric tensioned too tight causes poles to bow. This photo shows poles that were rolled too tight, so the pole bows upward, allowing too much space between the idler pole and the bed of the machine. If there is enough room for a hand (as shown), the tension is too tight.



6.3 This photo shows the fabric tensioned correctly. There should be barely enough room to fit a finger between the pole and the bed of machine. When these results are obtained, it is time to go back and tighten the bolts holding the side arms to the bases (as discussed in the Assembling the HQ Portable Professional Frame Step 1.7).

Note: If the fabric is tensioned correctly and there is still too much room between the fabric and the bed of the machine, then the side arms are set too high. To correct, lower the side arms, tighten the bolts, and recheck.



6.4 This photo shows a quilt loaded without enough tension on the fabric. To correct, roll the Take-up pole to tighten the fabric sandwich. Be careful not to bow the poles by over-tightening.



6.5 In this photo, the backing and batting are too loose. Each time the quilt is rolled, it is important to keep all layers tensioned properly. A loose backing will cause tucks in the backing during quilting.



6.6 This photo shows proper tension on both the back and top of quilt.