## **PERIODS IN DESIGN LIBRARY FOLDER NAMES**

In the Floriani software it's always better to use a hypen as part of a file or folder **L** name rather than a period. Once upon a time, **Windows** only allowed a period as a separator between a filename and a file type, i.e. recipe.doc or budget.xls. This is not necessarily true any longer, but it appears that the Floriani software sees a period and stops reading characters in a folder name.

In Pictures to Stitches we talk about using the Design Library at the end of Chapter 3: Using the Tools that Walter Gave You. The following problem in working with folders and files occurred during a recent Floriani training class

We had just created a folder called **Embroidery** in **Design** Library. Students then wanted to create a sub folder beneath Embroidery for that lesson.

In the top pane of the **Design Library** window we right-clicked the Embroidery folder which displayed a shortcut menu.

We then clicked **New Sub Folder** on the shortcut menu.

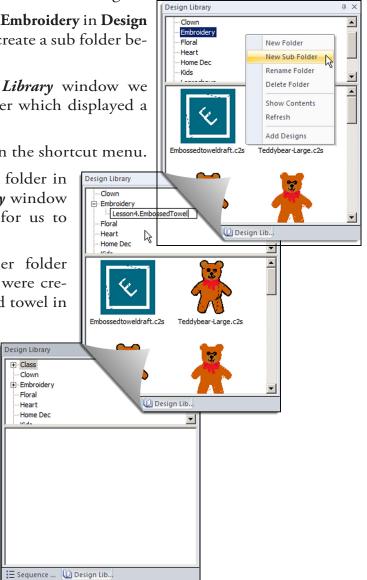
This created a new unnamed sub folder in the top pane of the *Design Library* window complete with a bounding box for us to type in the new name.

One of the students named her folder Lesson4.EmbossedTowel (we were creating an embossed monogrammed towel in lesson 4).

Once she pressed ENTER, the Embroidery folder list view collapsed so that you couldn't see the new folder beneath it. This means that the student couldn't see anything wrong with the folder name.

Unfortunately, there was a problem because of the period inside the folder name.

If we had expanded the **Embroidery** folder to look at our



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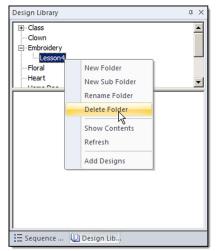
newly added sub folder, she would have seen that her folder wasn't named Lesson4.EmbossedTowel. Floriani had only named the sub folder Lesson4.

Everything looks perfectly fine if we view the new

folder in Windows Explorer.

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🚖 Favorites 🔺	Name ^	Date	Туре	Size Tags
🧮 Desktop	🕌 Lesson 4. Embossed Towel	11/22/2010 9:50 AM	File folder	
bownloads	🛅 CinnamonTeddyBear	10/22/2010 4:32 PM	Adobe Fireworks PN	268 KB
Recent Places	🖉 EmbossedTowelDraft	11/8/2010 9:08 AM	Floriani Embroidery	433 KB
🗎 Libraries	🕢 TeddyBear-Large	10/29/2010 8:48 AM	Floriani Embroidery	345 KB
Documents	🉀 TeddyBear-Large	11/2/2010 11:13 AM	Layout & Editing	215 KB
J Music	🖉 TeddyBear-MediiumStart	10/28/2010 5:46 PM	Floriani Embroidery	76 KB
Pictures	🖉 TeddyBear-Medium	10/26/2010 2:25 PM	Floriani Embroidery	159 KB
🛃 Videos	🉀 TeddyBear-Medium	10/28/2010 9:44 AM	Layout & Editing	82 KB
•	🕢 TeddyBear-Medium-Updated	10/29/2010 11:31 AM	Floriani Embroidery	159 KB
🕺 Homegroup	🉀 TeddyBear-Medium-Updated	10/29/2010 11:31 AM	Layout & Editing	82 KB
Computer	🕢 TeddyBear-Small	10/10/2010 5:47 PM	Floriani Embroidery	76 KB
Local Disk (C:)	🉀 TeddyBear-Small	10/26/2010 12:09 PM	Layout & Editing	27 KB
🔊 DVD RW Drive	TeddvBear-SmallHighlights	10/10/2010 5:47 PM	Floriani Embroiderv	88 KB

But if you had seen how the folder in **Design Library** wasn't using the name you wanted and you tried to delete it, you'd have a confusing experience.



Expanding the **Embroidery** folder in the top pane of the *Design Library* window, shows the **Lesson4** sub folder. So you right-click the sub folder, displaying a shortcut menu.

Okay, so far so good. Now you click **Delete Folder** on the shortcut menu, and Floriani gives you an error:

Floriani		×
8	The folder must be empty!	
	OK	

Wait a minute, you say. You didn't put anything in that folder, and you're right. I didn't. You can just look at the illustration where we right-clicked **Lesson4** and see that there's nothing in the bottom pane of the **Design Library** window.

For some reason, **Floriani** cannot properly read the folder it created when there was a period used as part of its name. It thinks there's something in there, and you cannot delete a folder or sub folder in **Design Library** that has something in it.

If you want to delete the folder, you must use Windows Explorer.

Open Windows Explorer and navigate to the location of the sub folder in the Design Library. Remember, Design Library is located in the Design folder beneath the Floriani folder in the top level of the Local Drive (C:).

Once you have the sub folder in your sights, you can delete it. I right-clicked my Lesson4.EmbossedTowel folder and clicked Delete on the shortcut menu.

🕌 Embroidery						
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😂 Libraries	🕢 TeddyBe	Share with	+	Floriani Embroidery	345 KB	
Documents	🉀 TeddyBe	la Snagit	<u>+</u>	Layout & Editing	215 KB	
J Music	🕢 TeddyBe	🐼 Add folder to Live Mesh		Floriani Embroidery	76 KB	
Pictures	🕢 TeddyBe	Shared Folder Synchronization	•	Floriani Embroidery	159 KB	
Videos	🉀 TeddyBe	Restore previous versions		Layout & Editing	82 KB	
🤣 Homegroup	🖉 TeddyBe	🏂 Combine supported files in Acrobat	h	Floriani Embroidery	159 KB	
	🉀 TeddyBe	Scan with AVG	h	Layout & Editing	82 KB	
Computer	🖉 TeddyBe	Include in library	•	Floriani Embroidery	76 KB	
🚢 Local Disk (C:)	🉀 TeddyBe	Send to	• I	Layout & Editing	27 KB	
🙀 DVD RW Drive (D:	🕢 TeddyBe	Cut		Floriani Embroidery	88 KB	
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	•	Delete				
		Rename	2			
Lesson4.EmbossedTowel		Properties				

Windows Explorer then confirms that I really want to get rid of the folder.



I click **Yes.** If I collapse and expand the **Embroidery** folder, the **Lesson4** subfolder disappears, and I can start over again, using a hyphen rather than a period in my folder name.

A few more notes on fixing this problem once it's occurred.

NOTE 1: If you have used Windows Explorer to put a file into your Lesson4. Embossed Towel sub folder, Floriani will not show that file to you in the bottom pane of the *Design Library* window. If this is your only copy of the file, you'll need to use Windows

**Explorer** to move it to another location so that you don't lose it when you delete the **Lesson4.EmbossedTowel** folder.

NOTE 2: You can also rename the folder in Windows Explorer rather than deleting it. You must use Windows Explorer to do the renaming; you cannot use Floriani to rename it. Right-clicking the folder in the top pane of the *Design Library* window and clicking Rename on the shortcut menu will appear to let you rename the sub folder, but after you press ENTER, the sub folder shows the same name.

Instead, open **Windows Explorer** and navigate to the location of the sub folder in the **Design Library**. Once you have the sub folder in your sights, you can rename it. Rightclick the folder and click **Rename** on the shortcut menu. The folder name appears in a bounding box where you type the new name of the folder and press **ENTER**.

**TIP: Floriani** doesn't immediately update the view in the *Design Library* window. You can force it to update the view, by clicking the **Sequence View** tab and then clicking the **Design Library** tab.