




# QComposite Standard Mode Workflow

This guide offers a step-by-step process for creating a customized QComposite template, making it an essential resource for users looking to enhance their document design skills. It covers everything from setting up document properties to layering images and text effectively, ensuring a professional finish. By following the instructions, users can efficiently create visually appealing composites tailored to their specific needs, whether for students or teachers. This comprehensive approach empowers users to streamline their workflow and utilize the software's capabilities to its fullest.

## 1 Open Composite

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QSuite

Application	Templates and Support	News
 <b>QComposite Easy Mode</b> Simple to use - Load a template and create images. <b>QComposite Standard Mode</b> Full functionality - Create templates and designs.	<b>Start with template</b> <a href="#">Photos with white frame</a> <a href="#">Photos with names</a> Templates are compatible with QuickComposite background images. <b>Support</b> <a href="#">Show support contact options</a>	<b>2024-08-06</b> Welcome to QSuite by noltesoftware, here you will find updates and news.

  
Application Settings

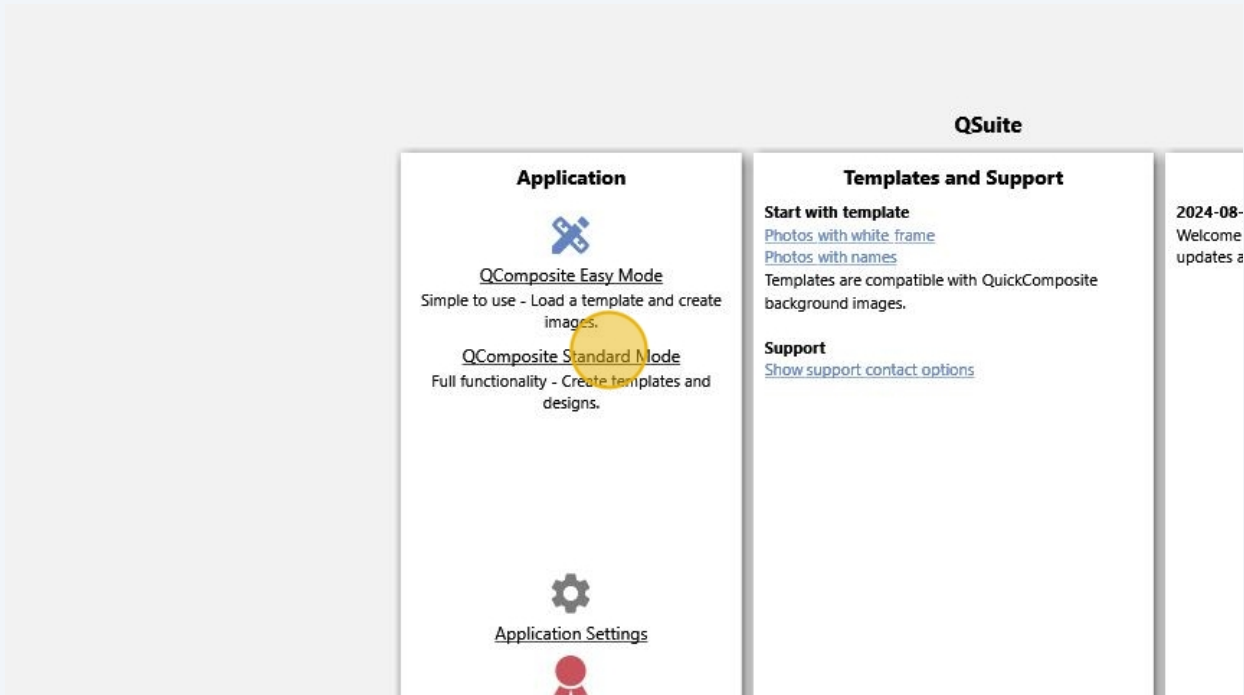
  
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License is valid.



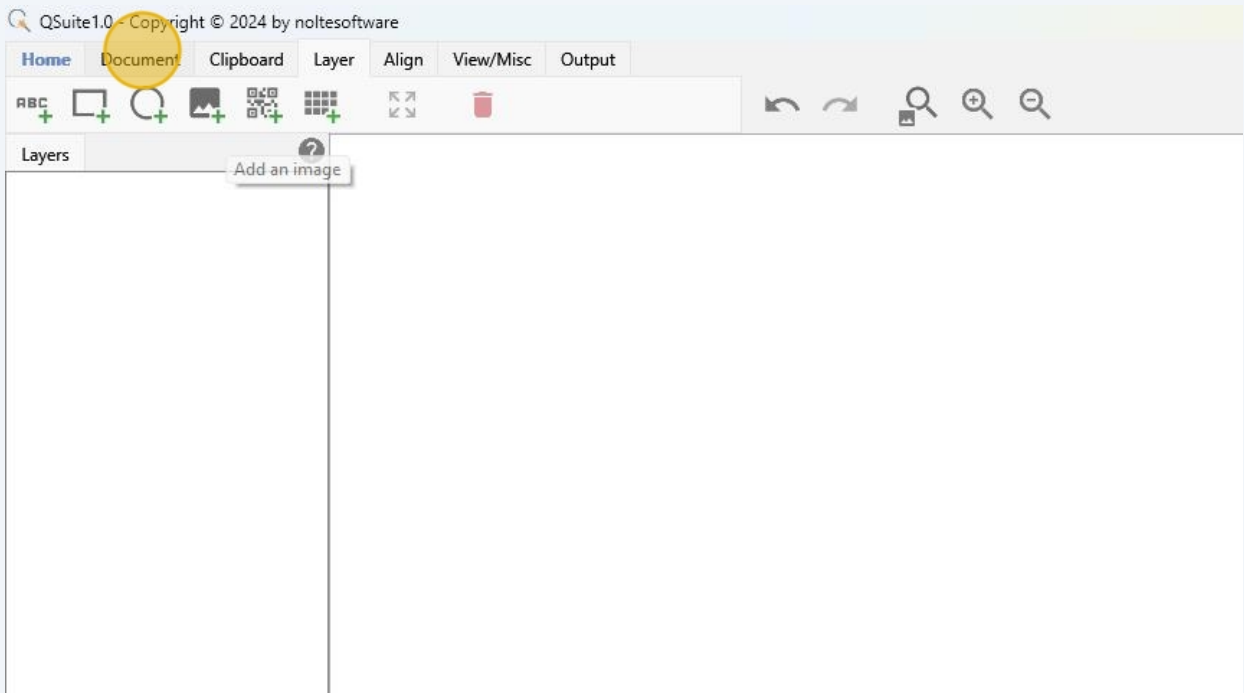




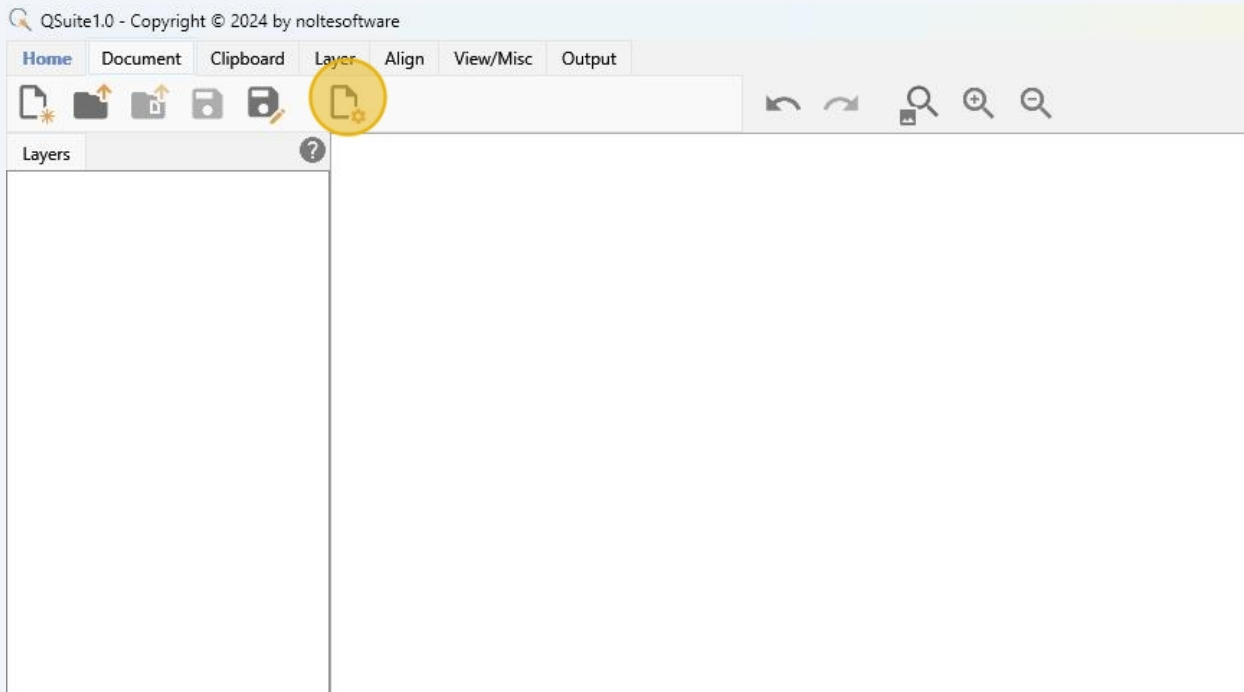
2 Click the Standard Mode.



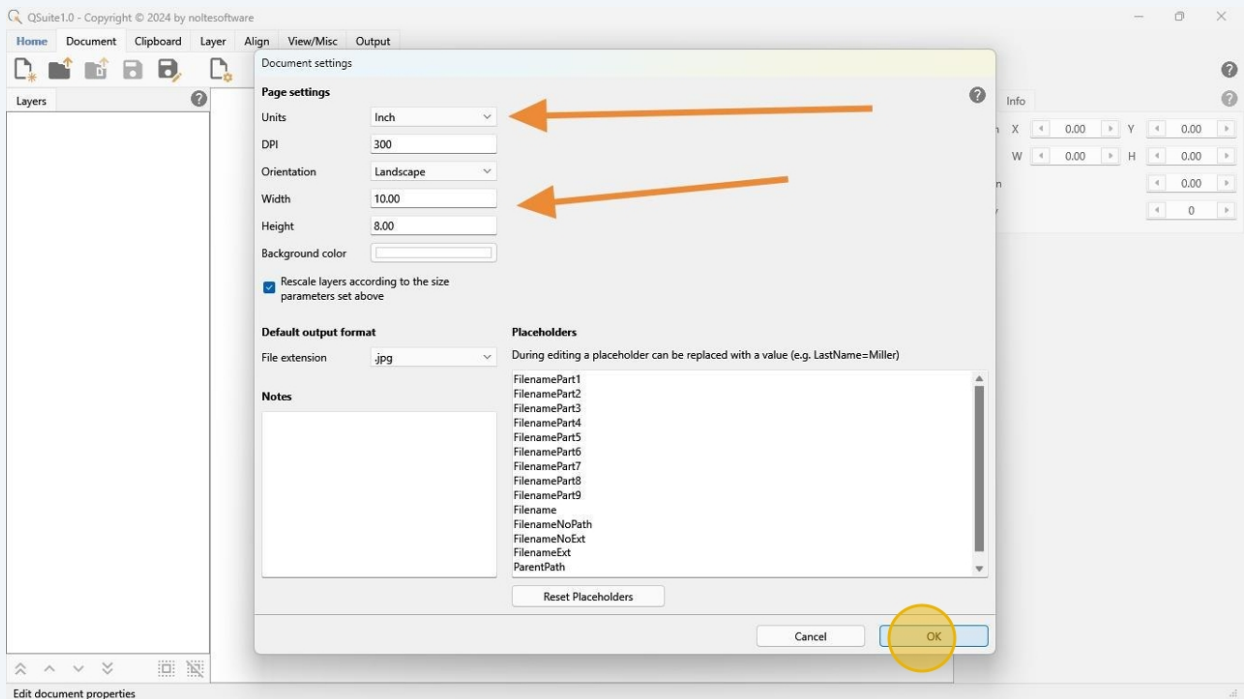
3 Click the Document tab.



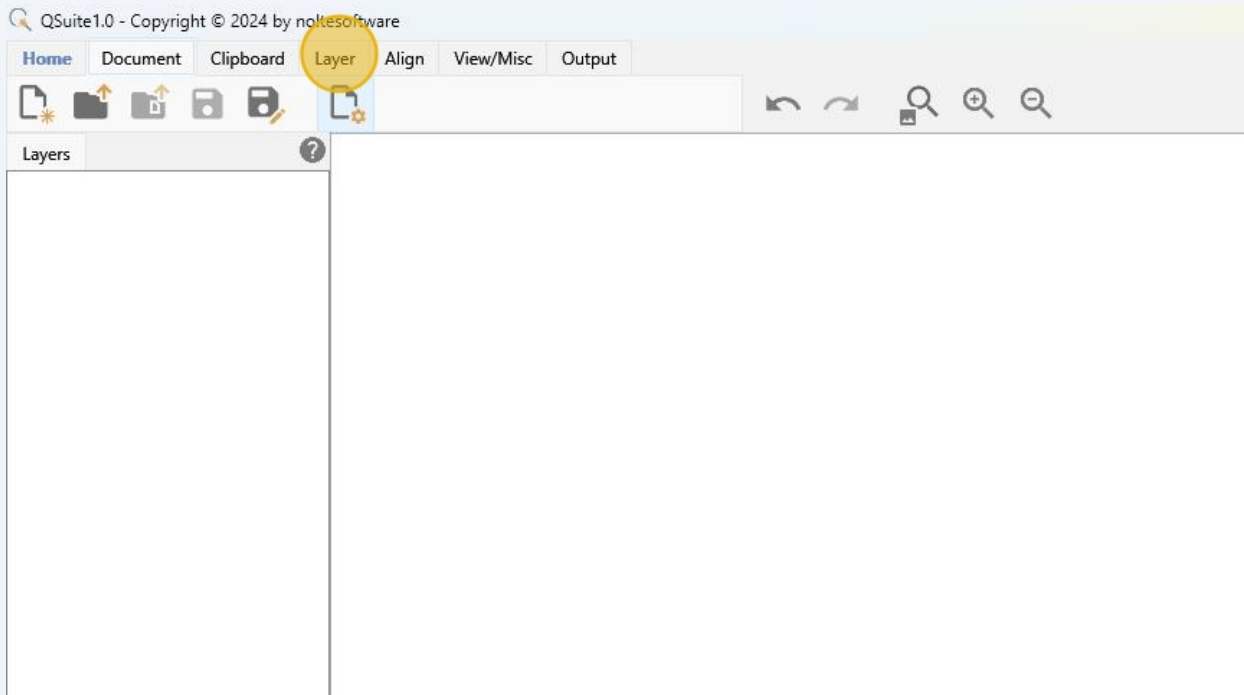
#### 4 Open the document settings.



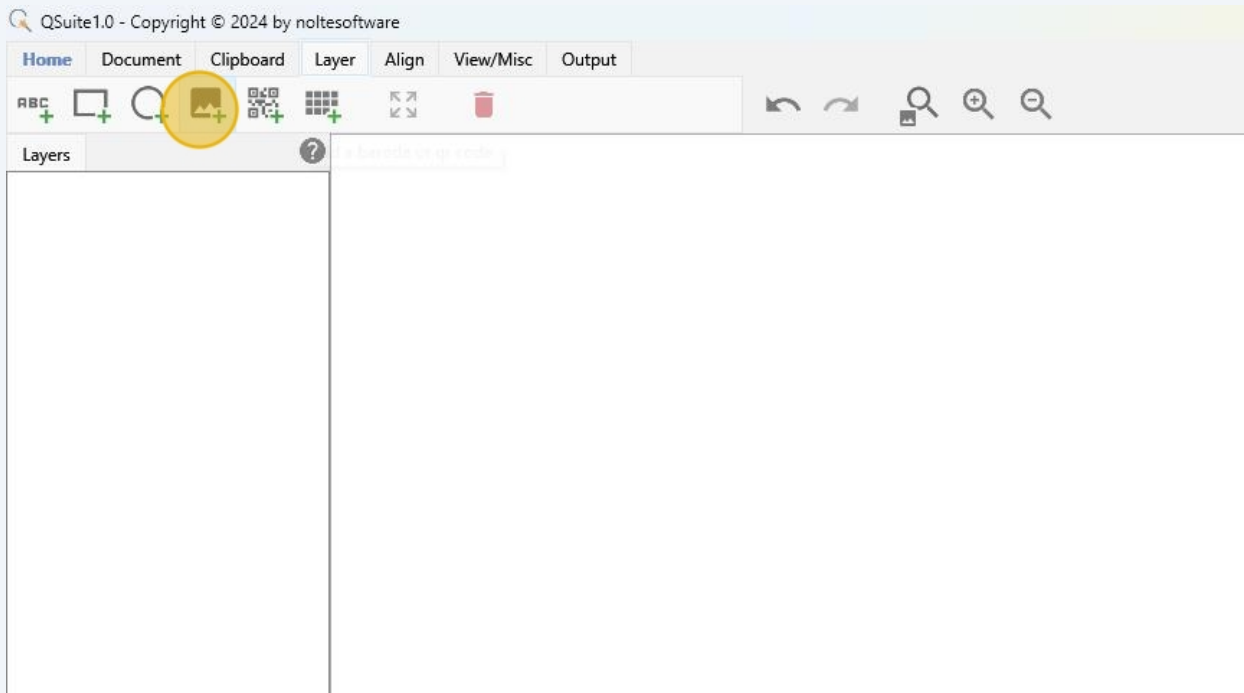
#### 5 Ensure your document settings match your desired composite size.



## 6 Click the Layer tab.

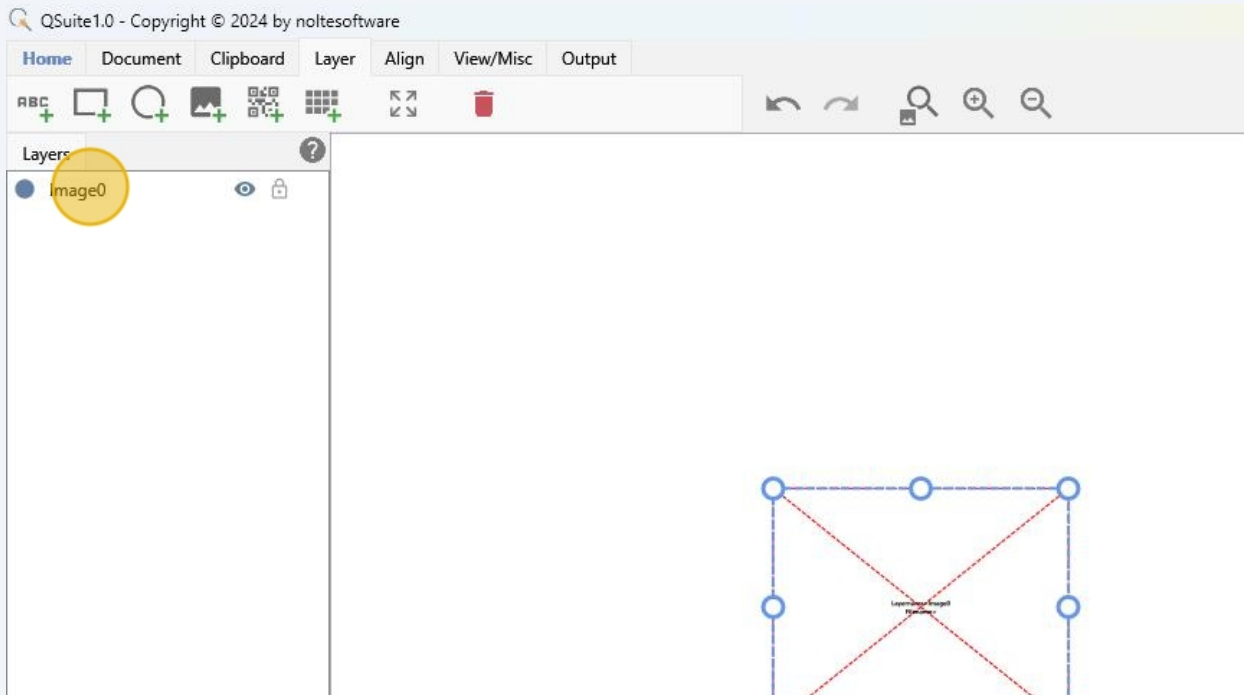


## 7 Click the "Add an image" tab.

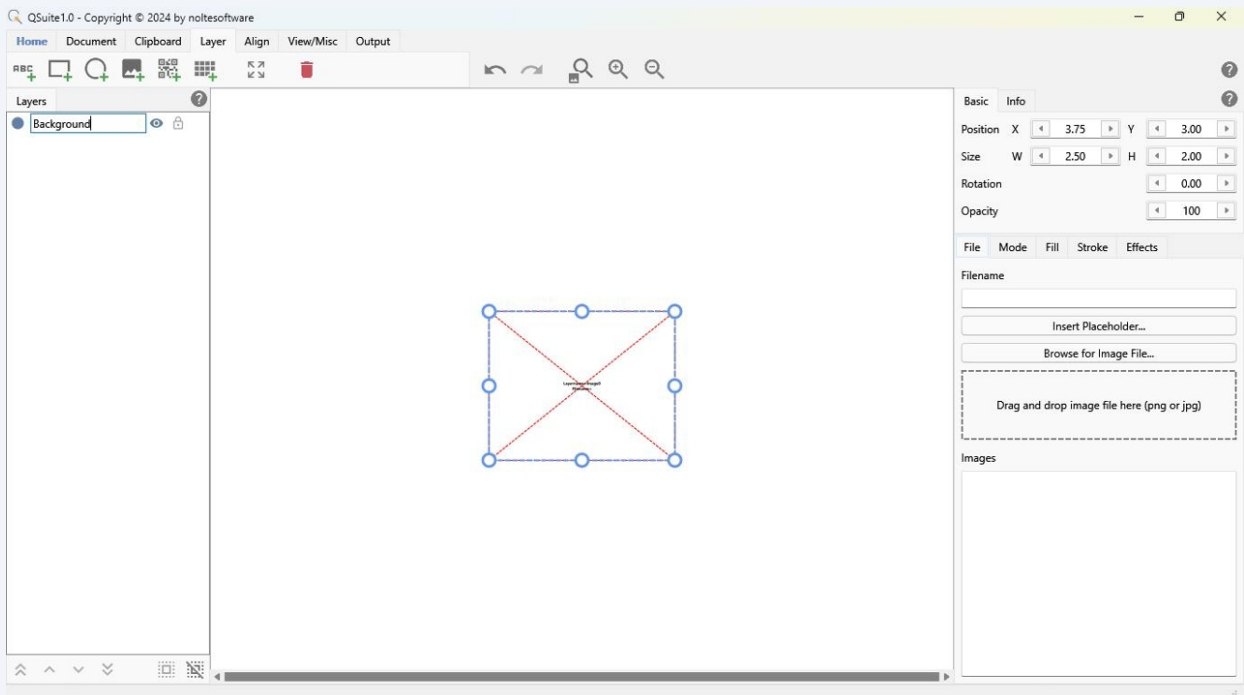




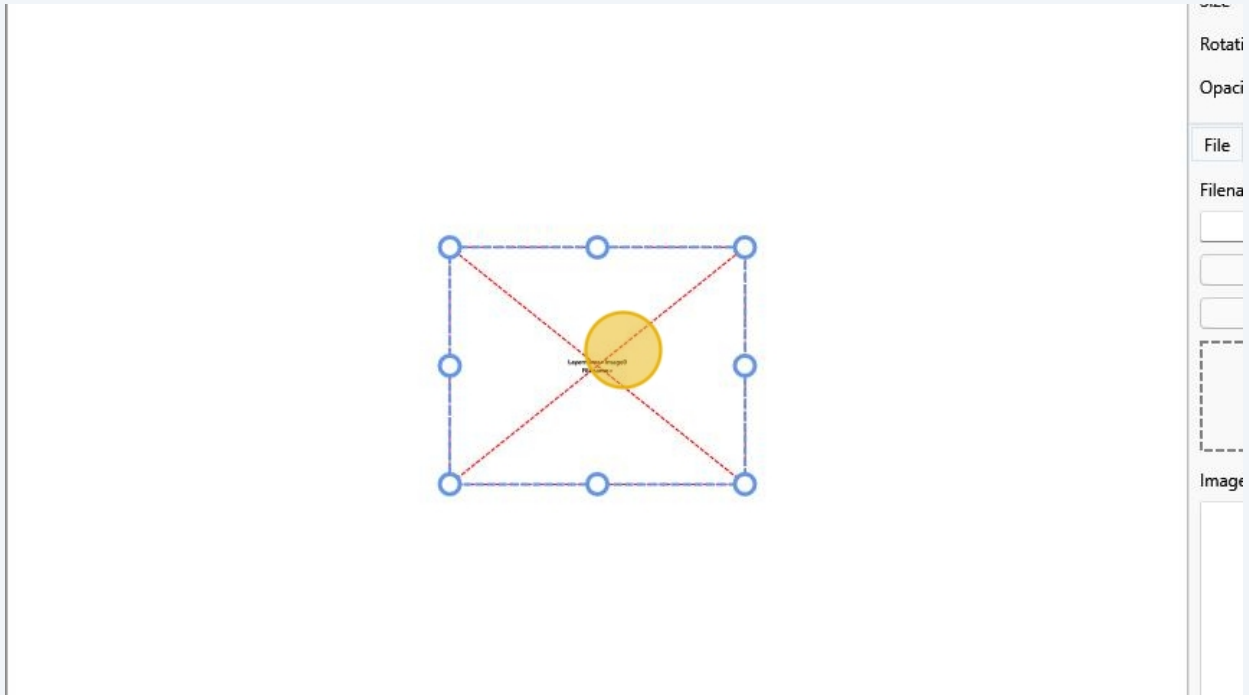
## 8 Clicker the layer name.



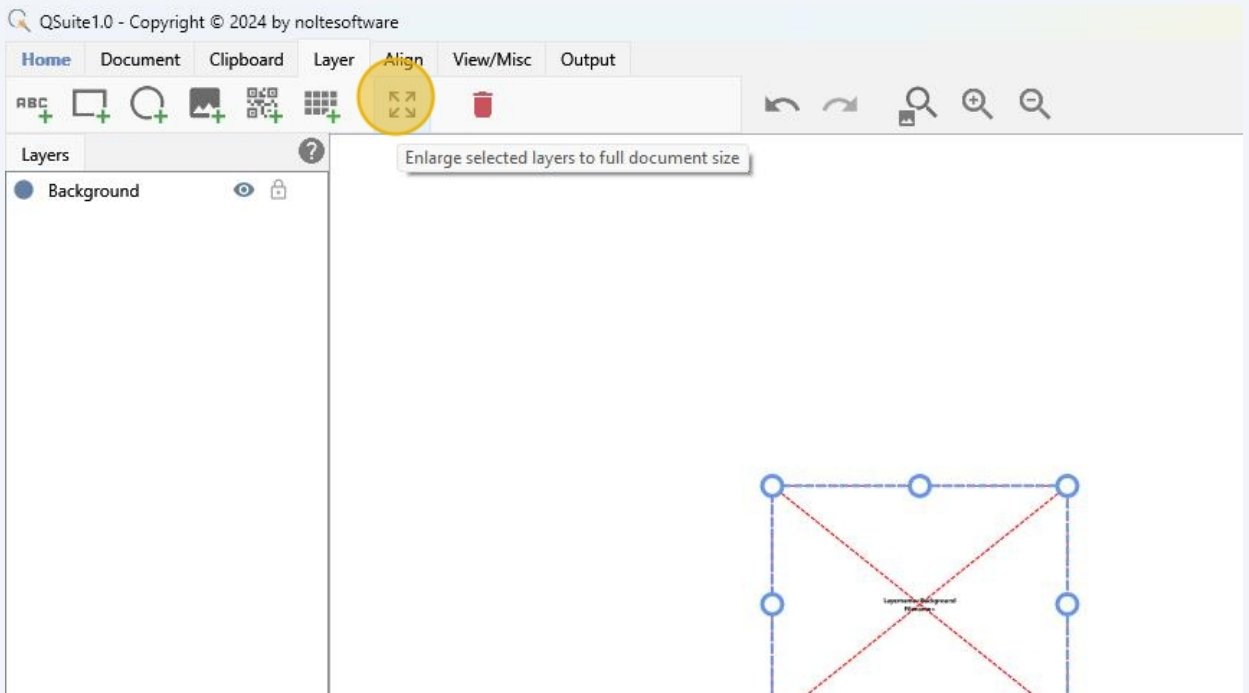
## 9 Rename the image layer to "Background".



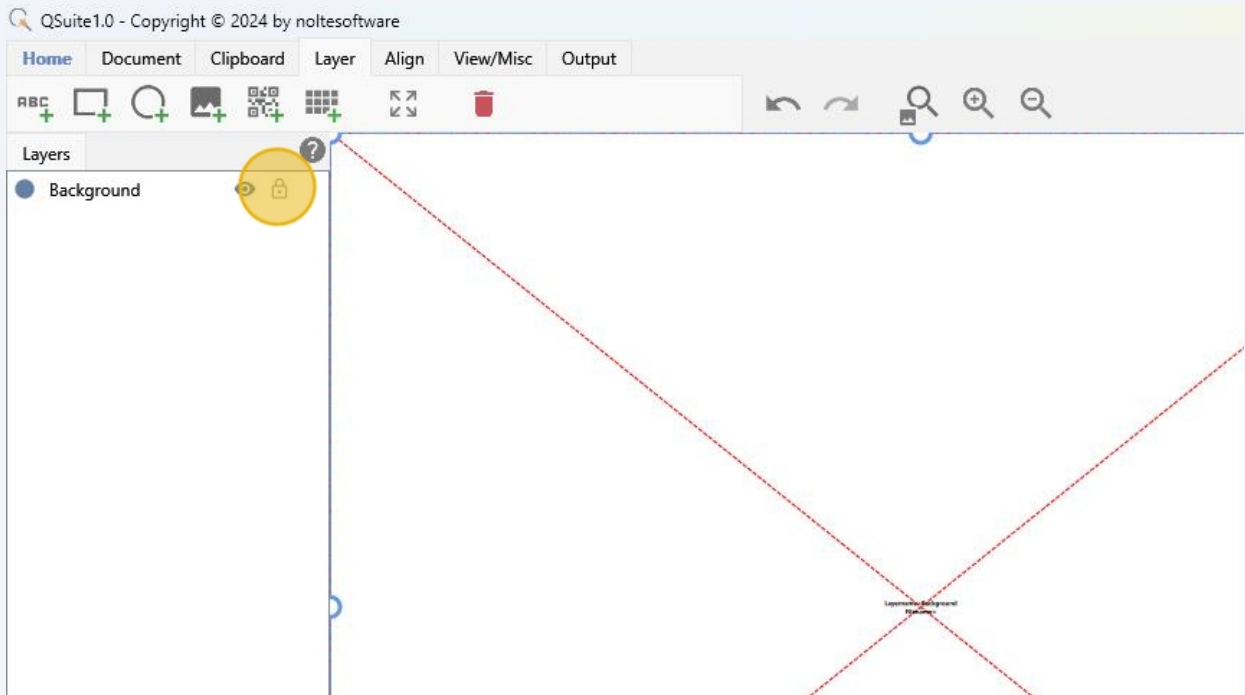
10 Click the background layer.



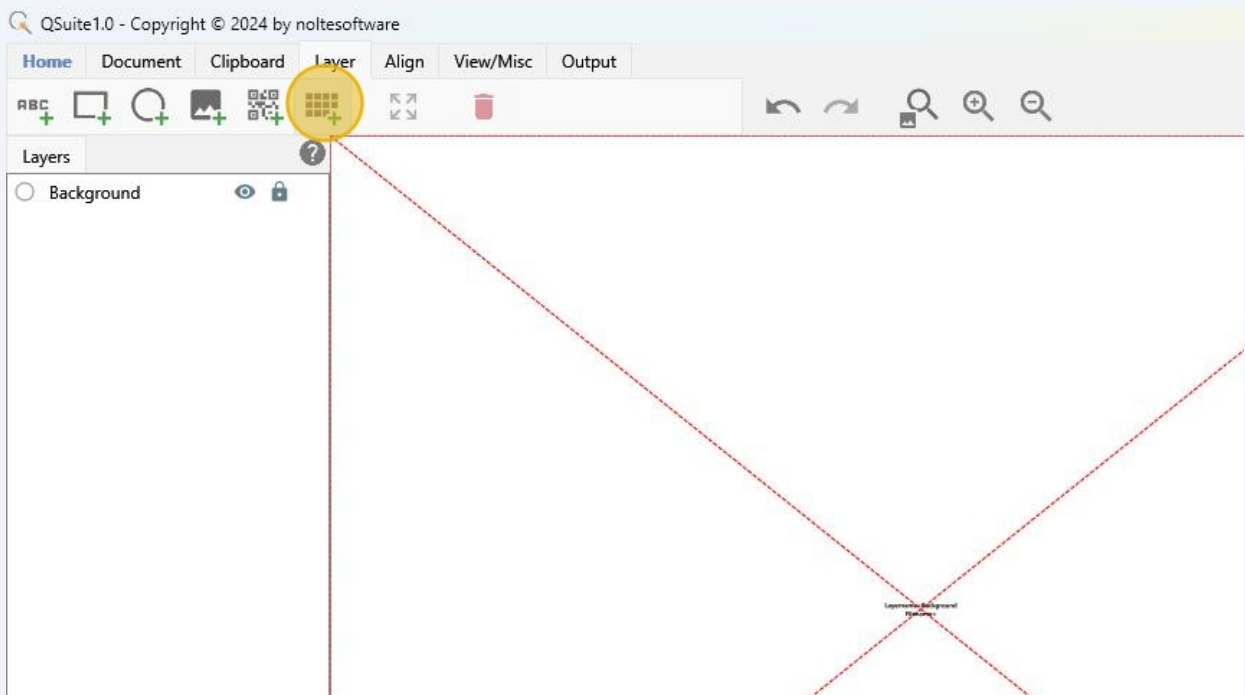
11 On your toolbar, click the icon to enlarge the image to the full document size.



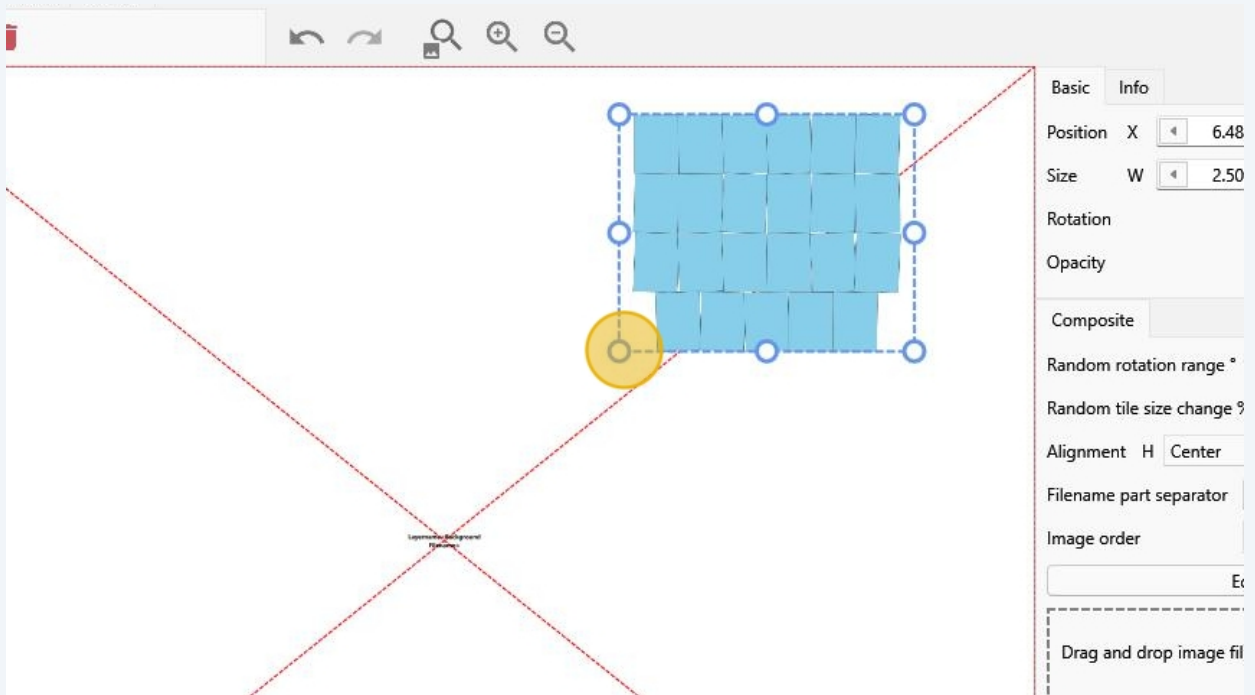
**12** Lock the background layer to prevent unintentional adjustments.



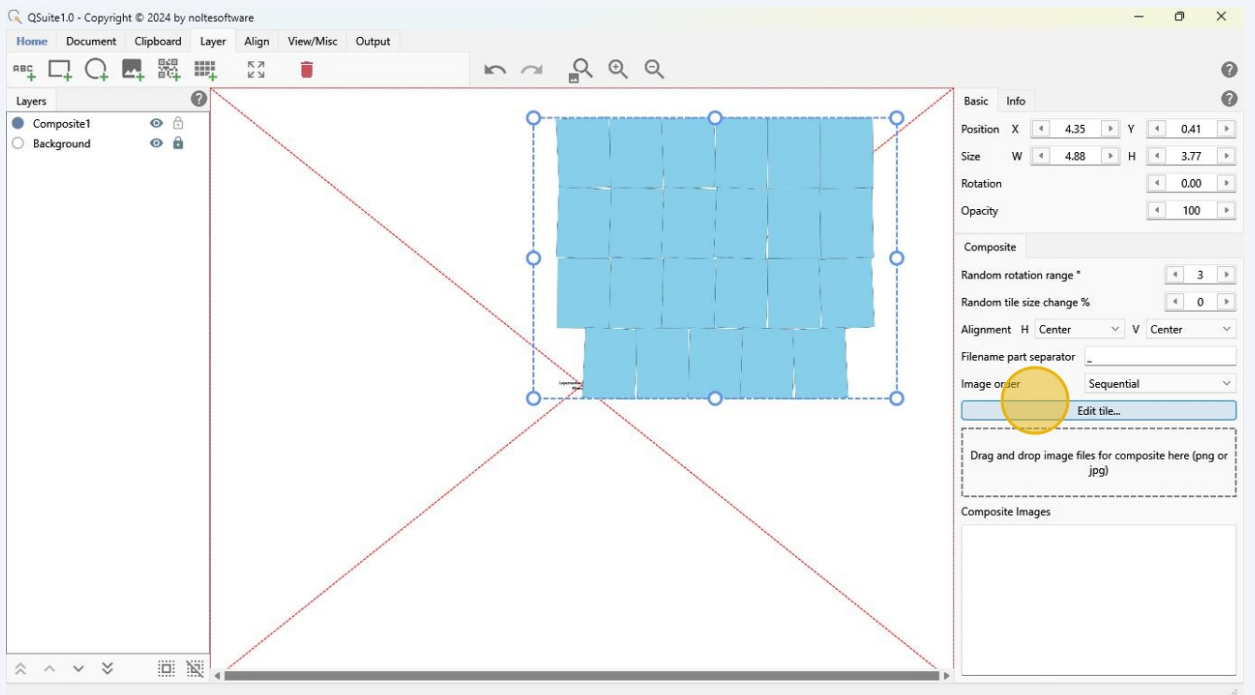
**13** Now click the "Add a composite" layer.



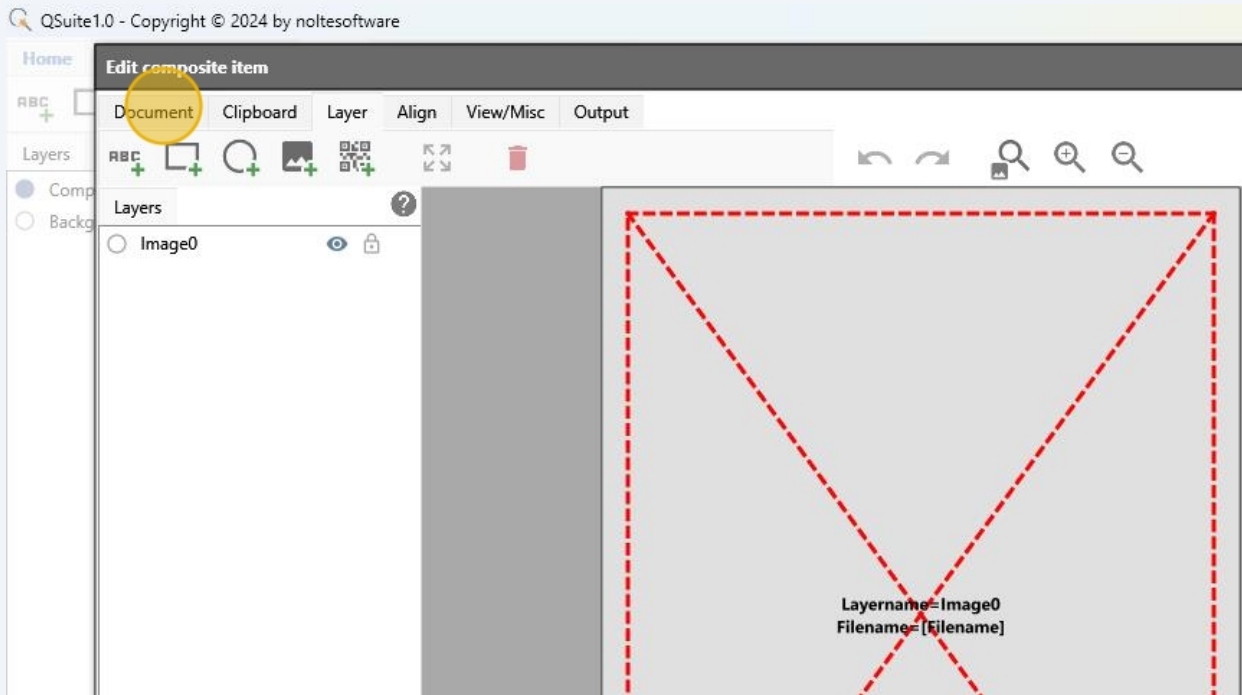
14 Drag the layer to where you want it to be positioned.



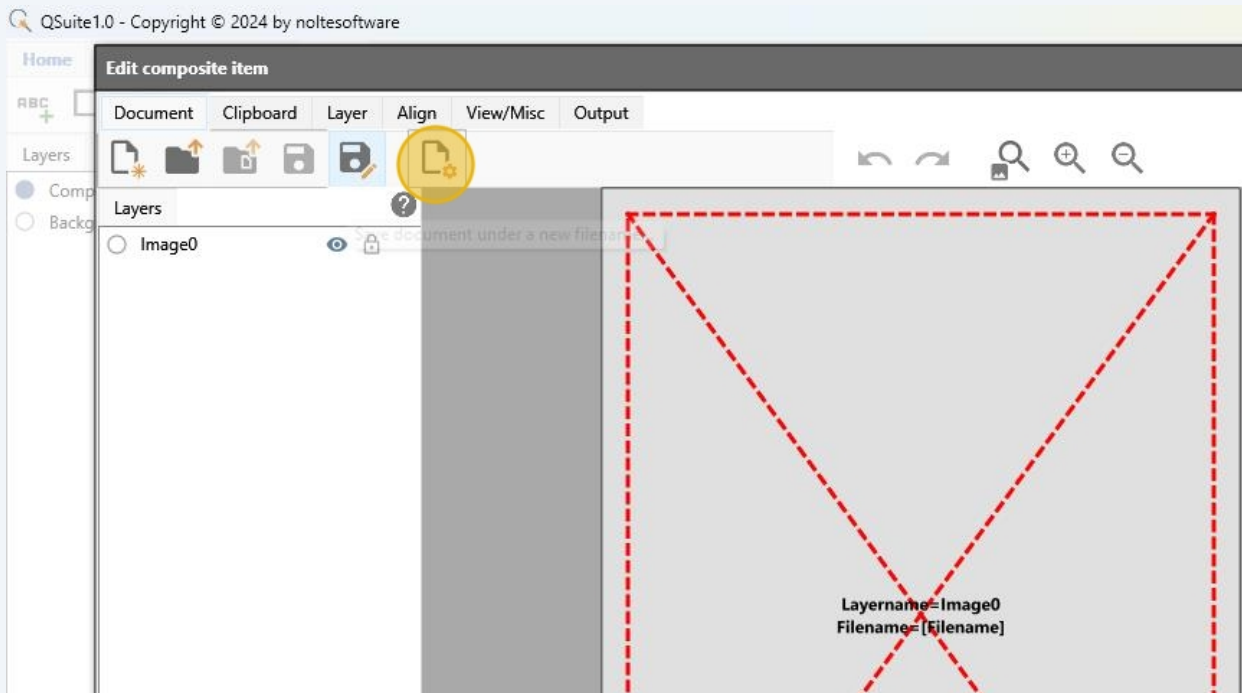
15 Keep the composite layer selected, under the document properties, click Edit tile.



16 You can now adjust the document settings of the tile. Click the Document tab.

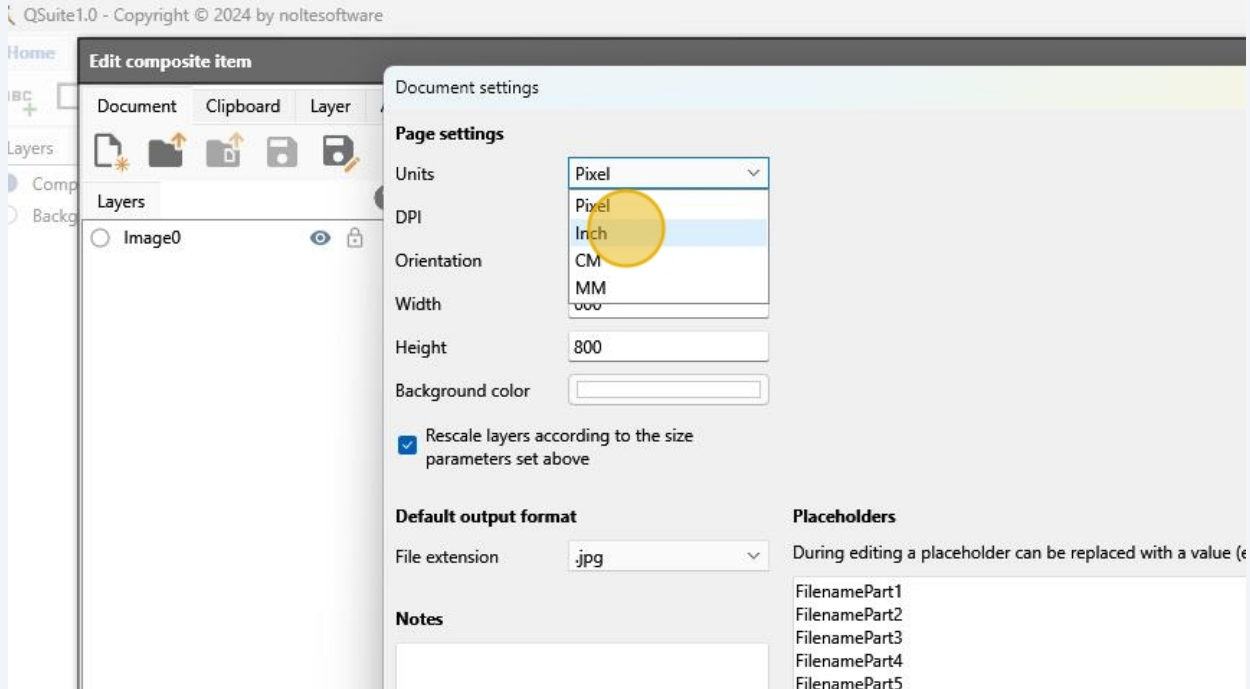


17 Click the document's settings.



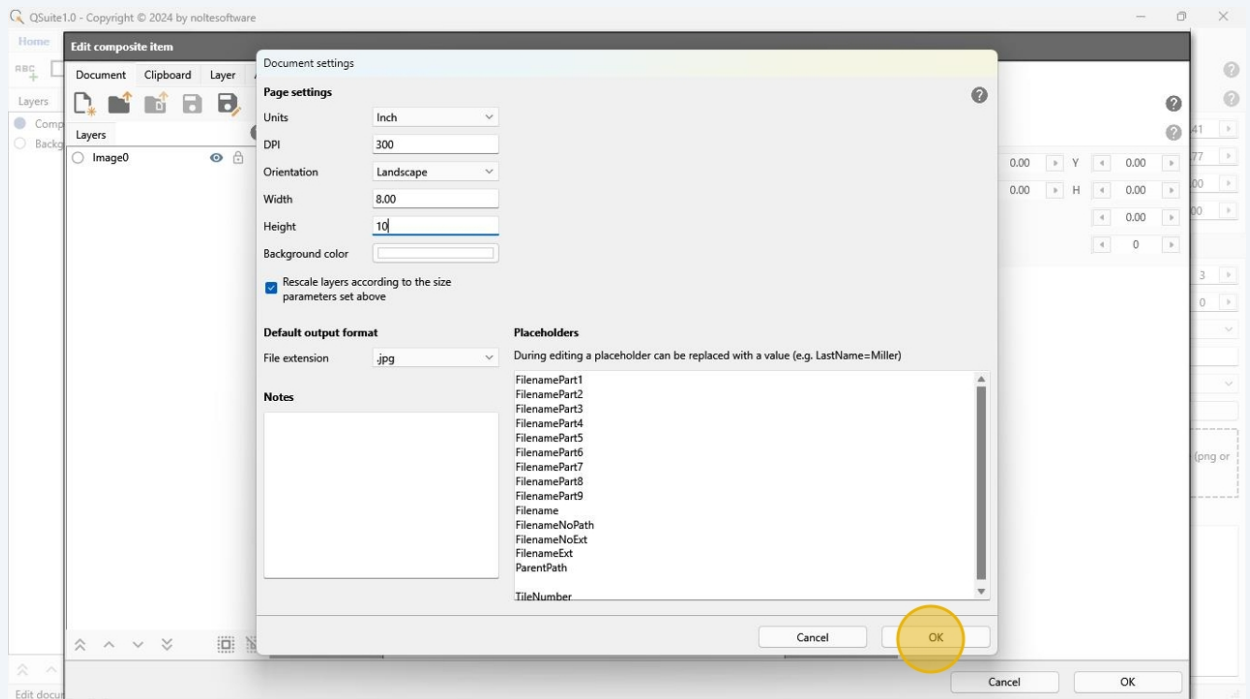
18

Adjust the tile size and dimensions to our needs. Your adjustments will be applied to **ALL** tiles of the composite layer.

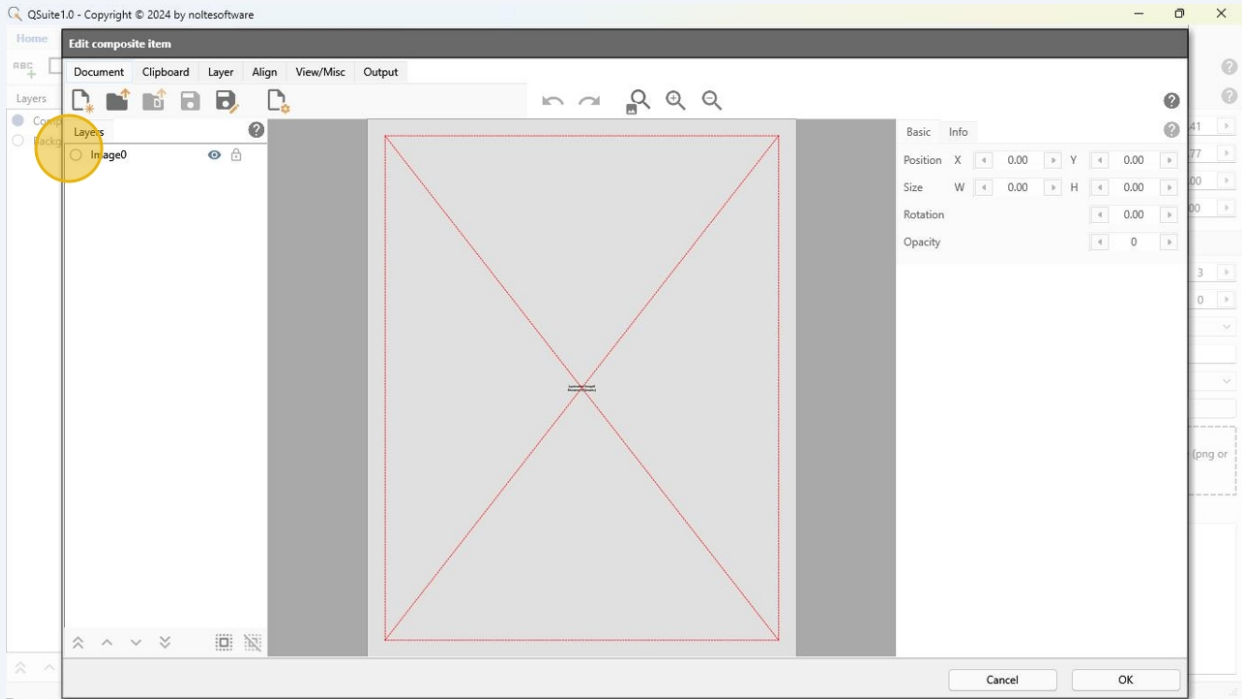


19

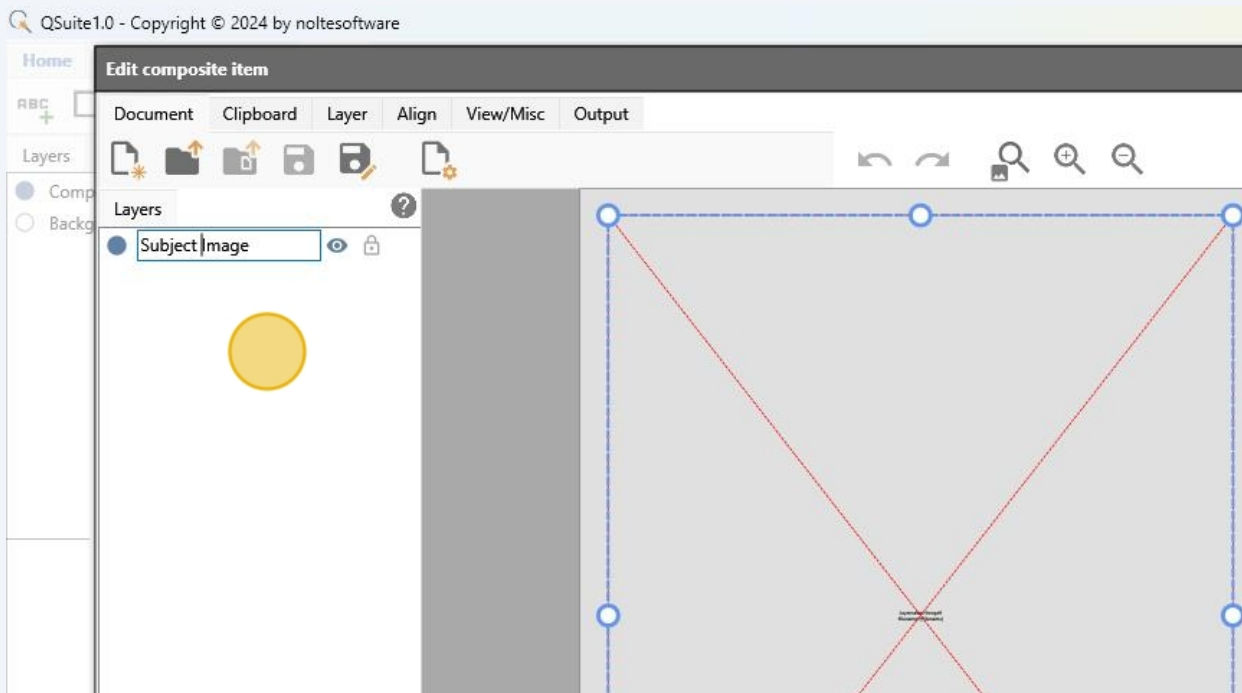
Press OK



20 Now, click the image layer name.

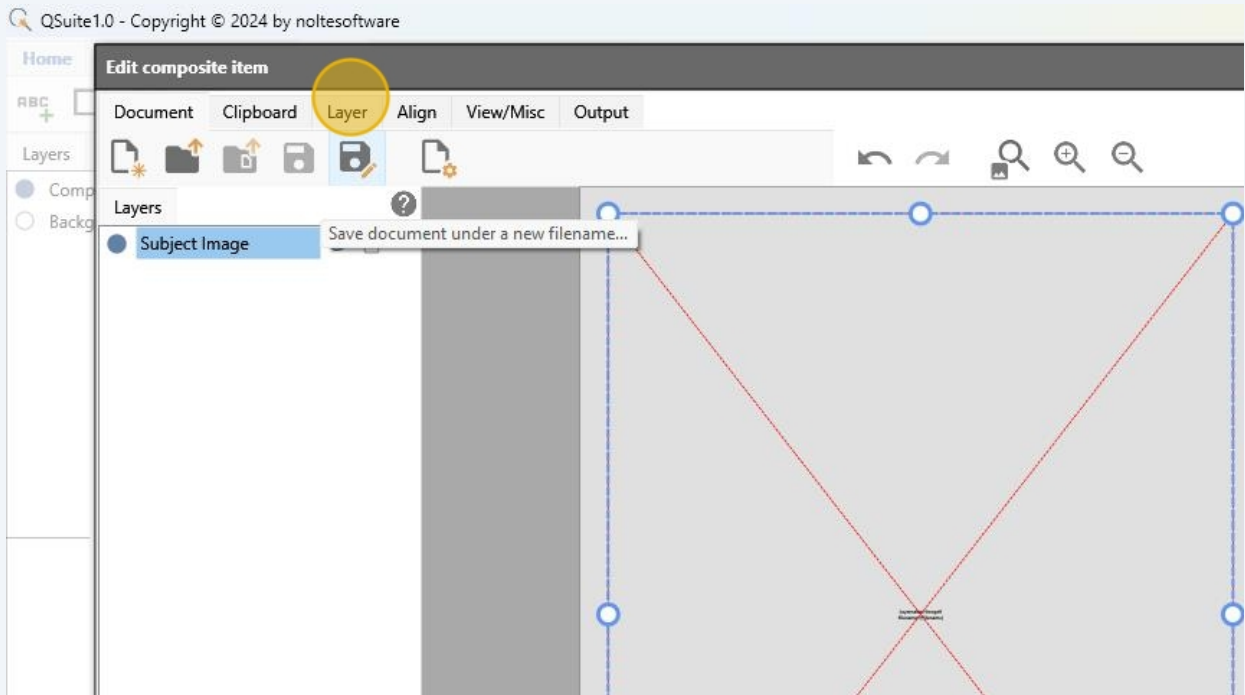


21 Rename it to Subject Image

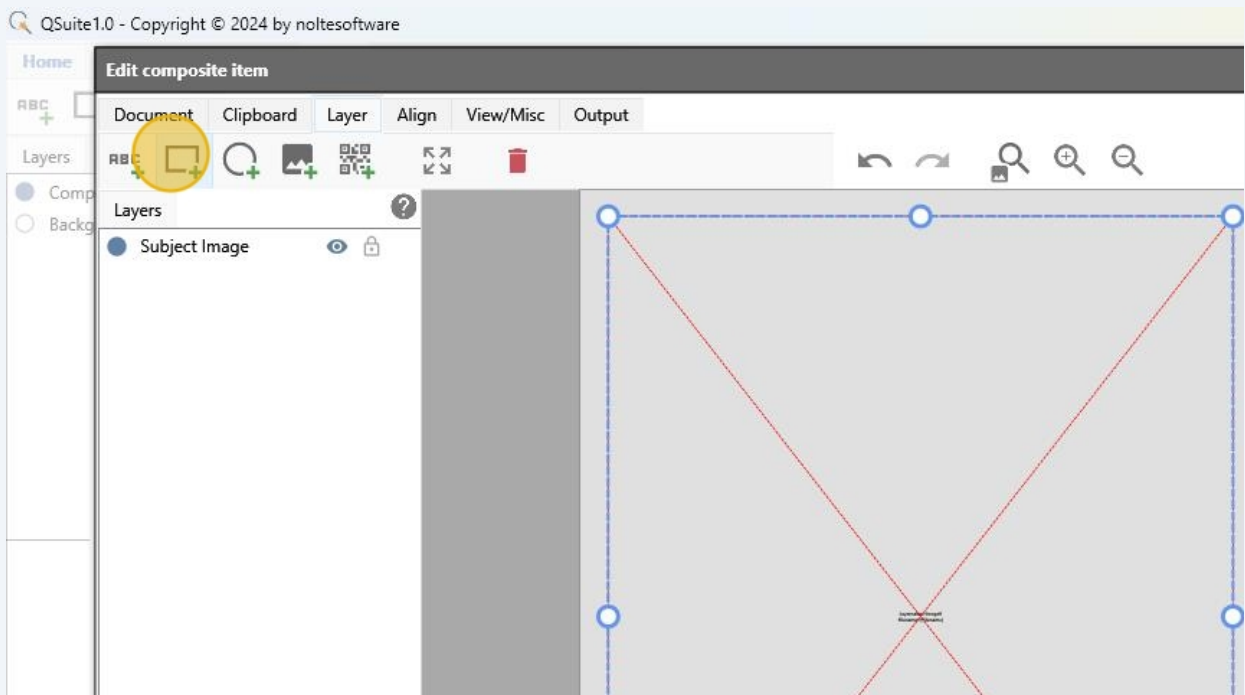




## 22 Then, Click the Layer tab.

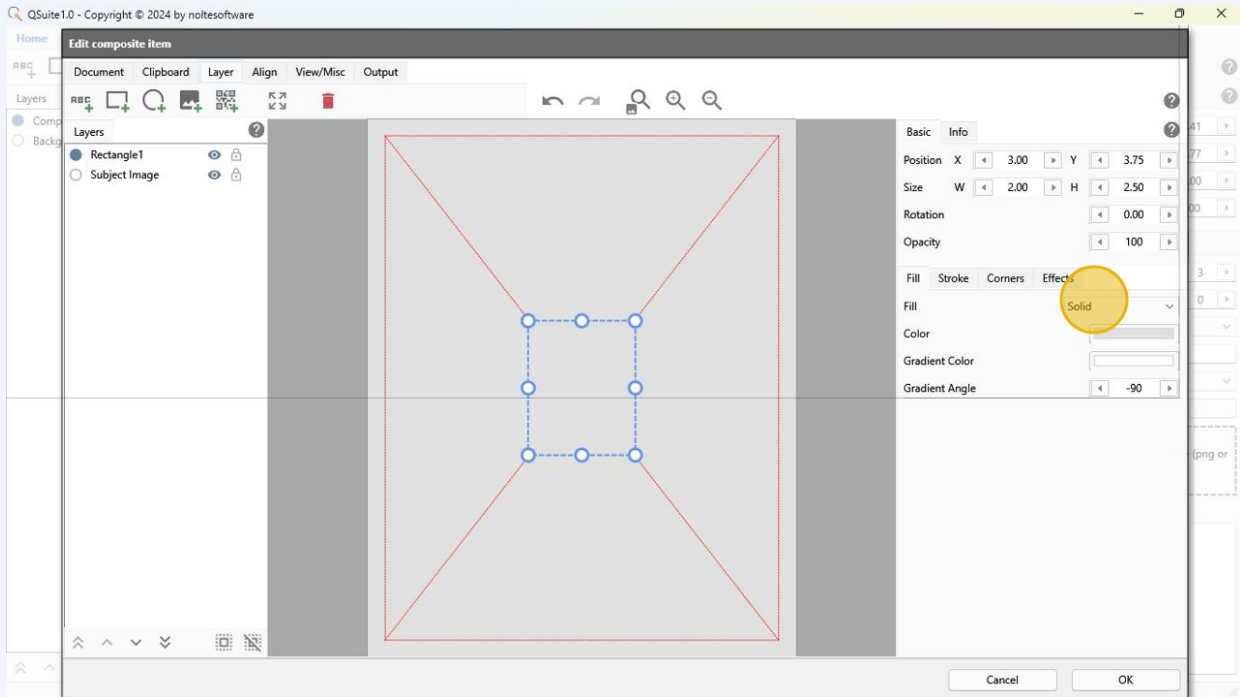


## 23 Add a rectangle layer.

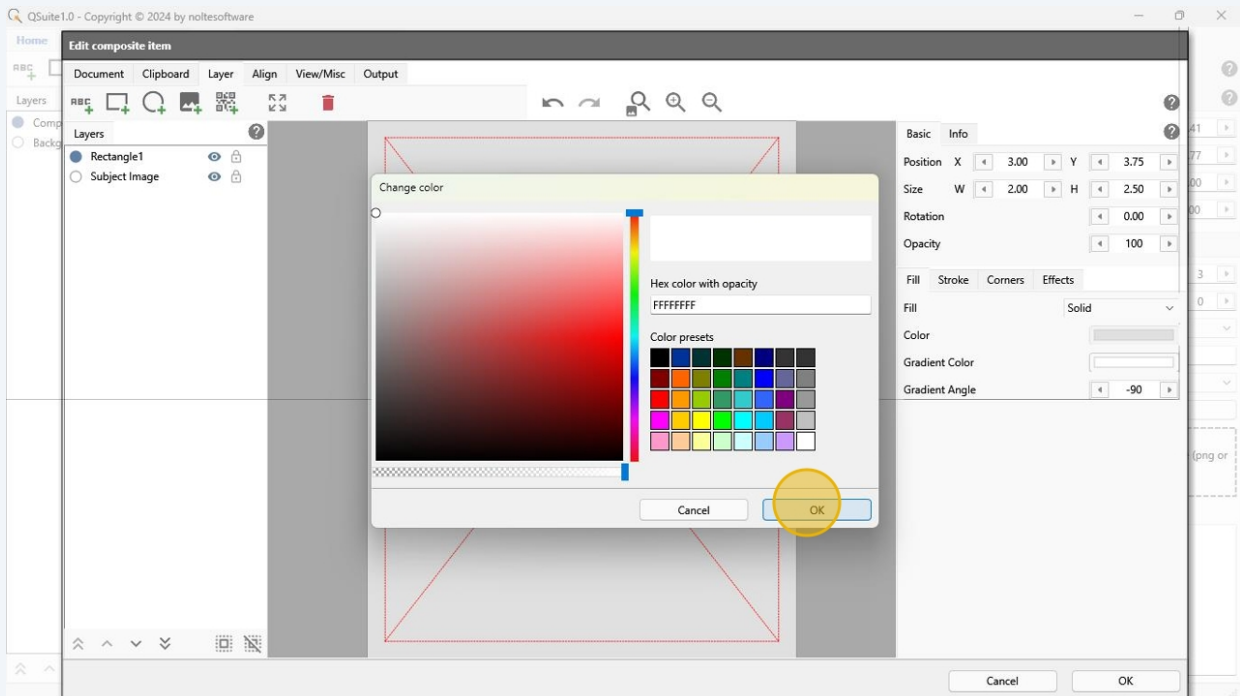




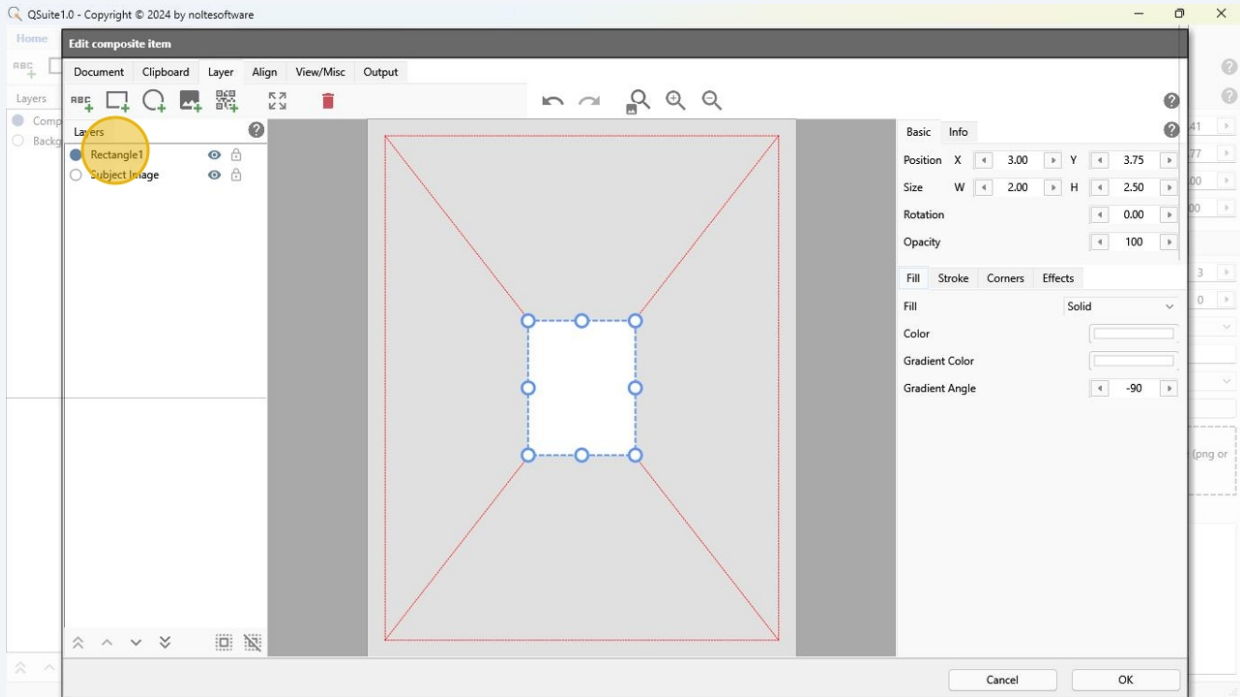
## 24 Fill the rectangle layer with a solid color.



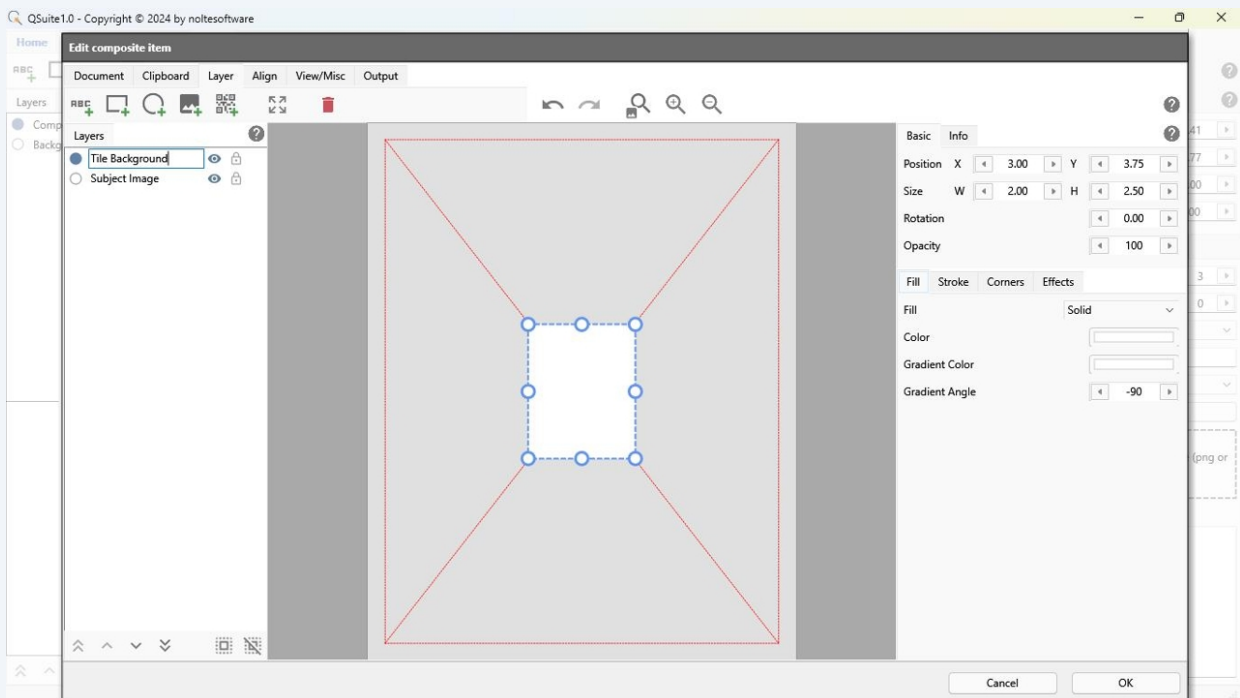
## 25 Click OK.



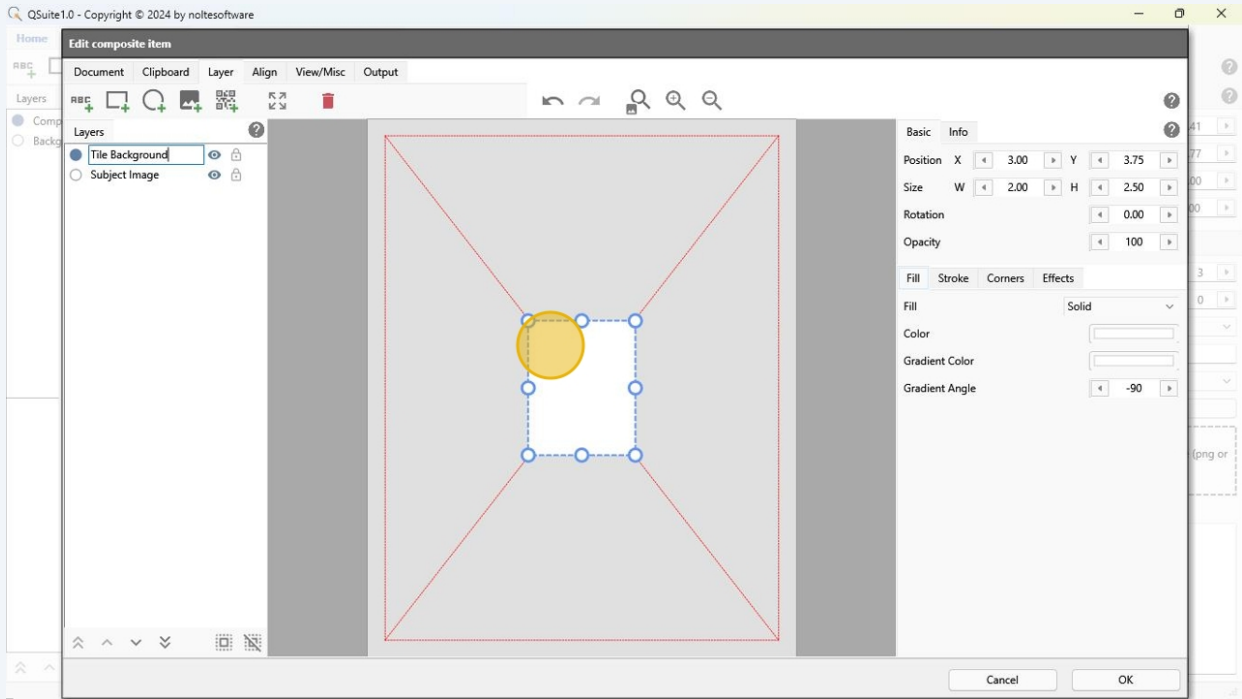
## 26 Click the rectangle layer name



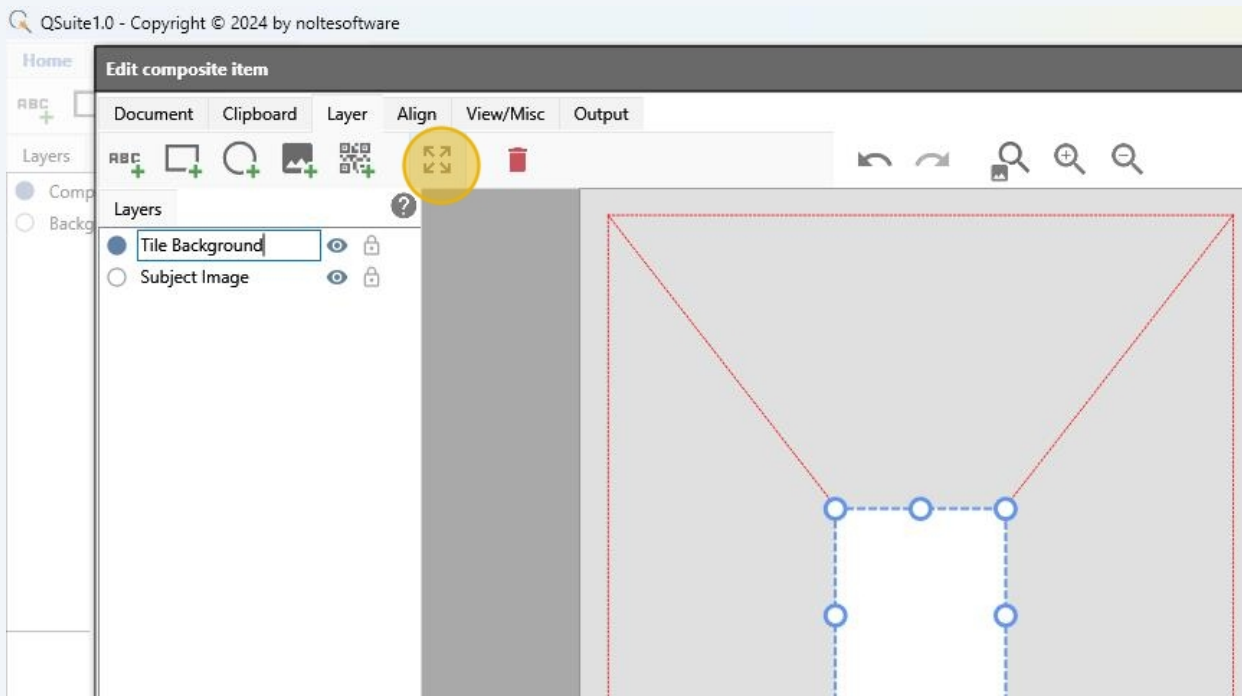
## 27 Rename it to "Tile Background"



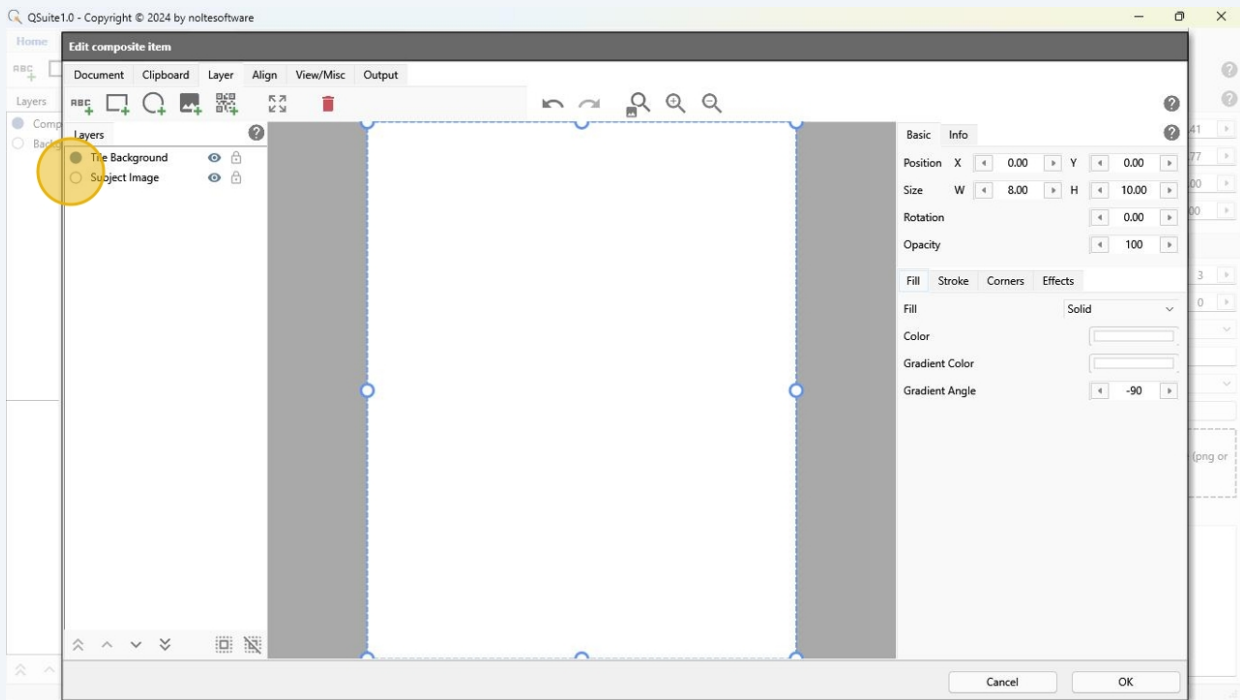
28 Click the rectangle.



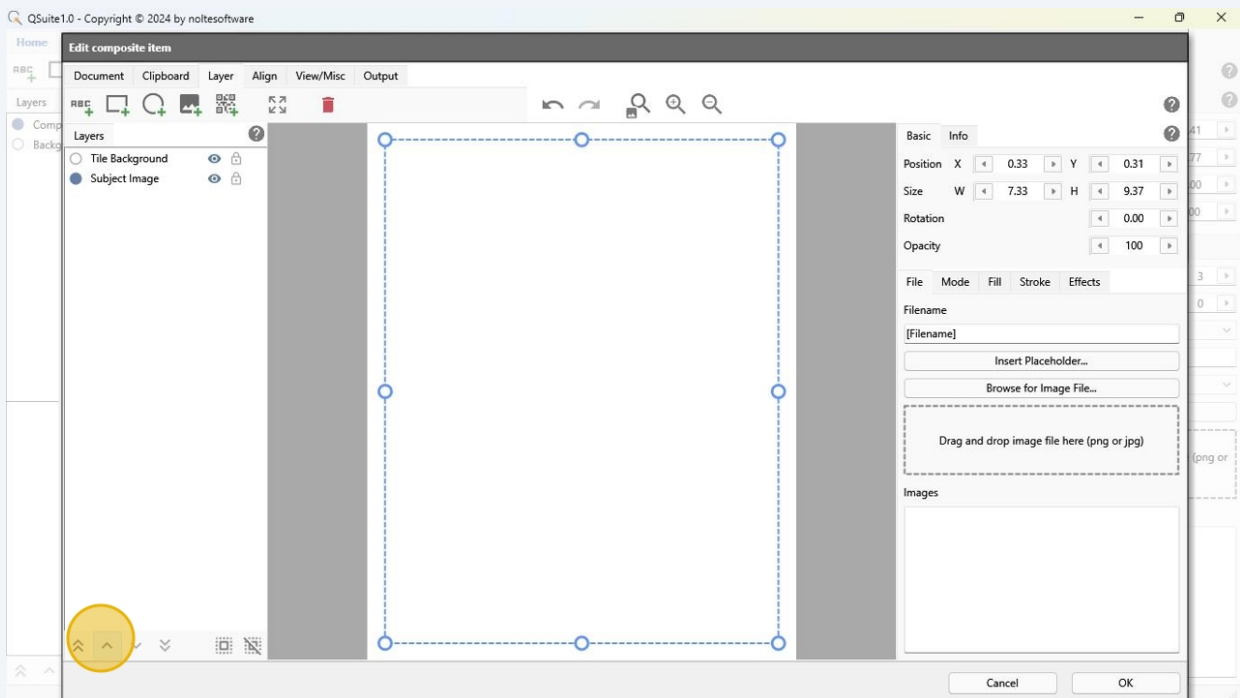
29 And enlarge it to full tile size.



30 Now, click the Subject Image layer name.

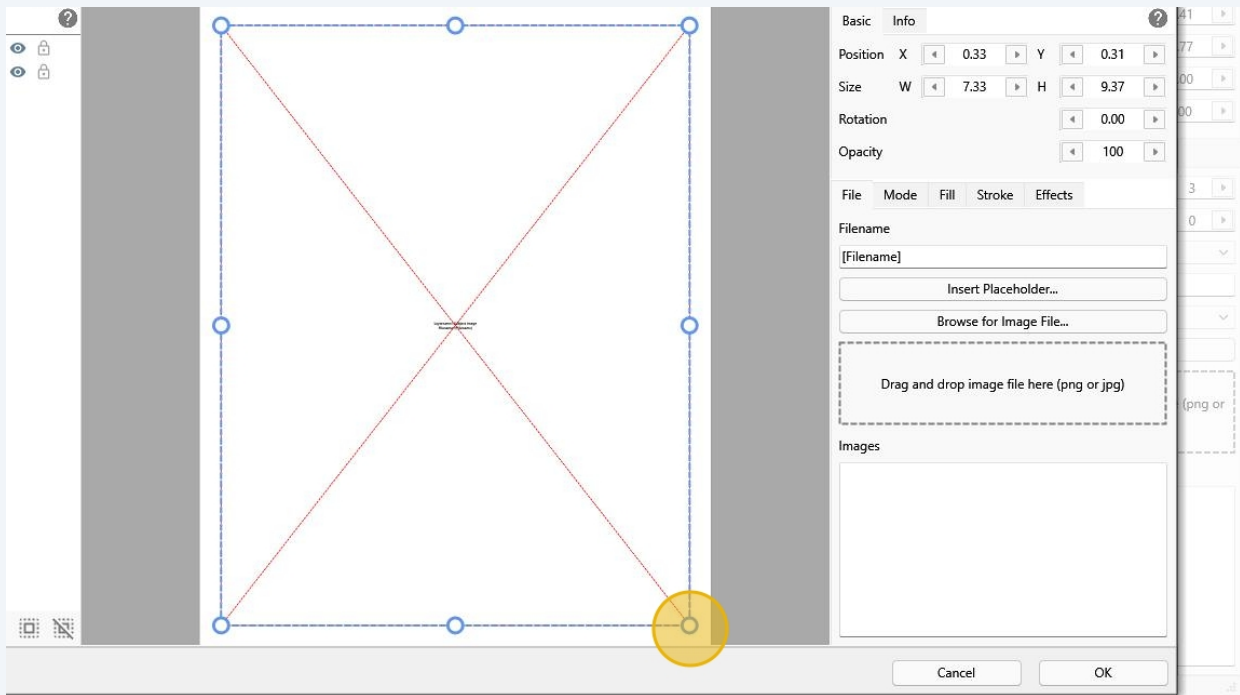


31 Move the subject layer to the foreground.



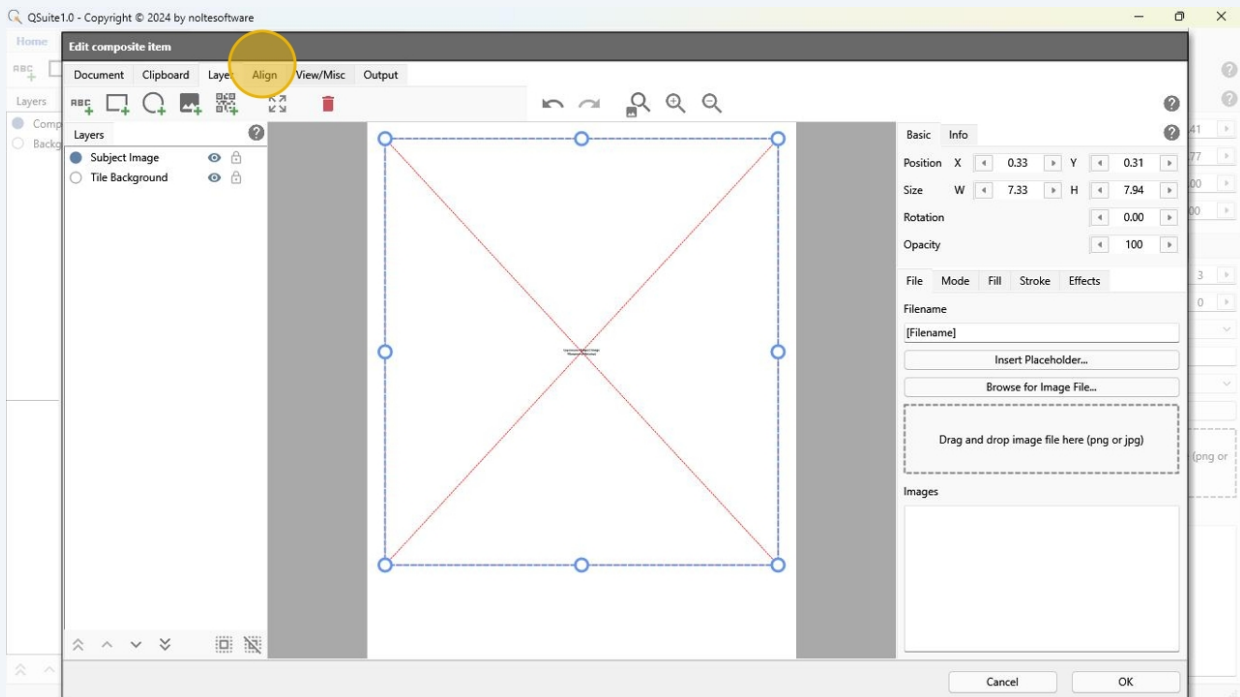
32

Drag the corners of the subject image to allow room for additional text underneath.

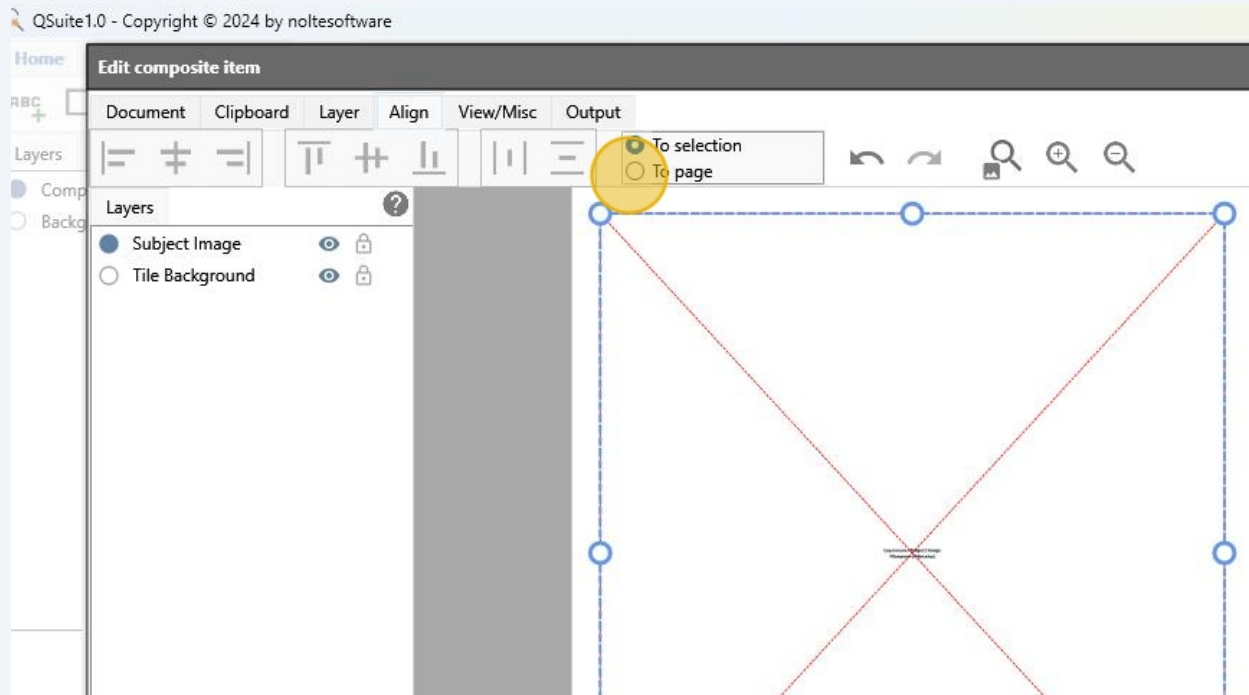


33

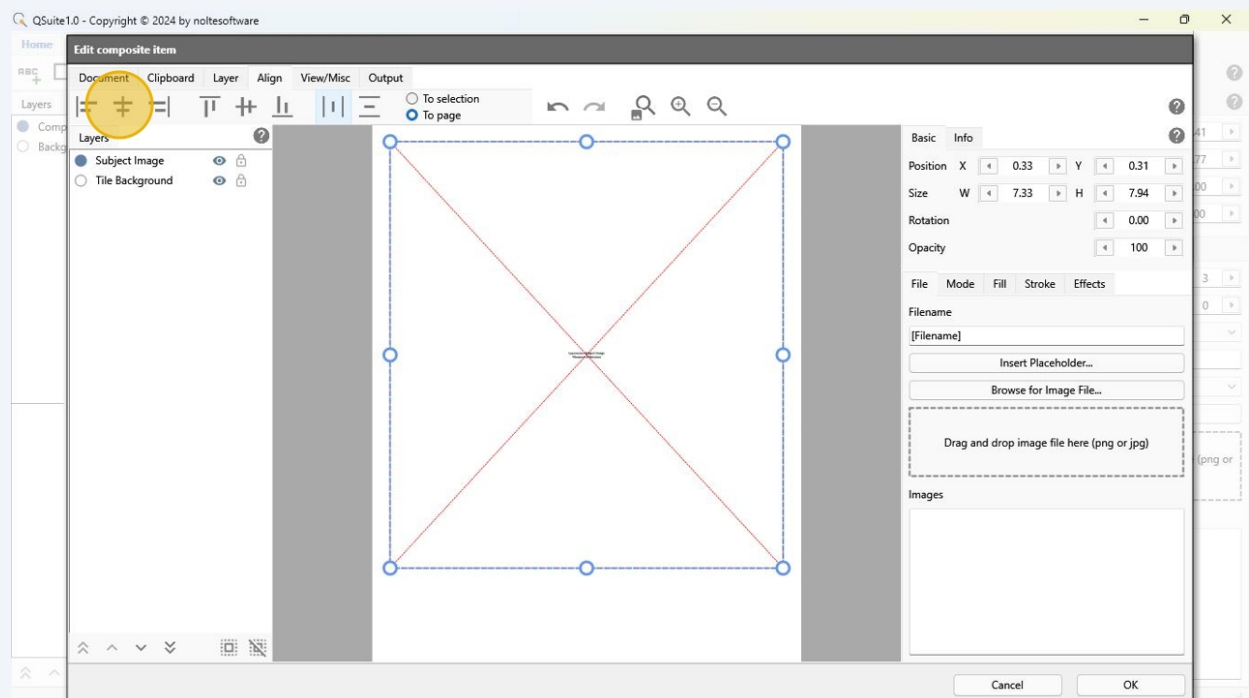
You can align the position with the tools you find under the Align tab.



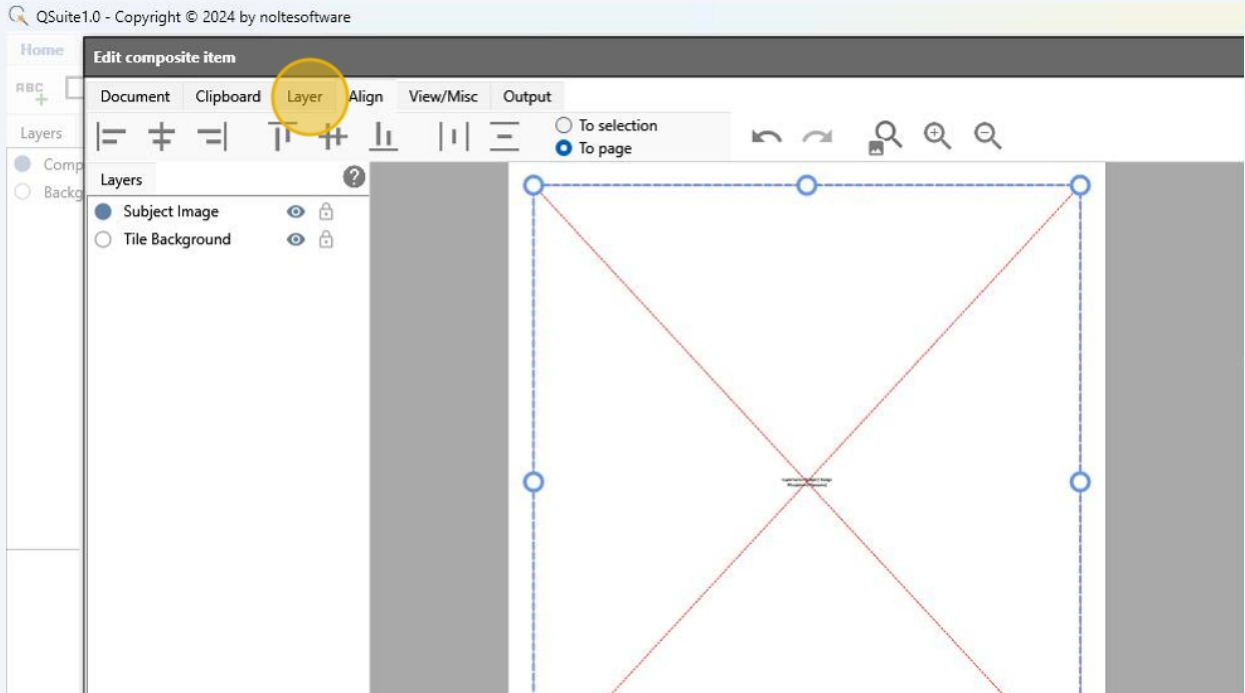
## 34 Make your adjustments



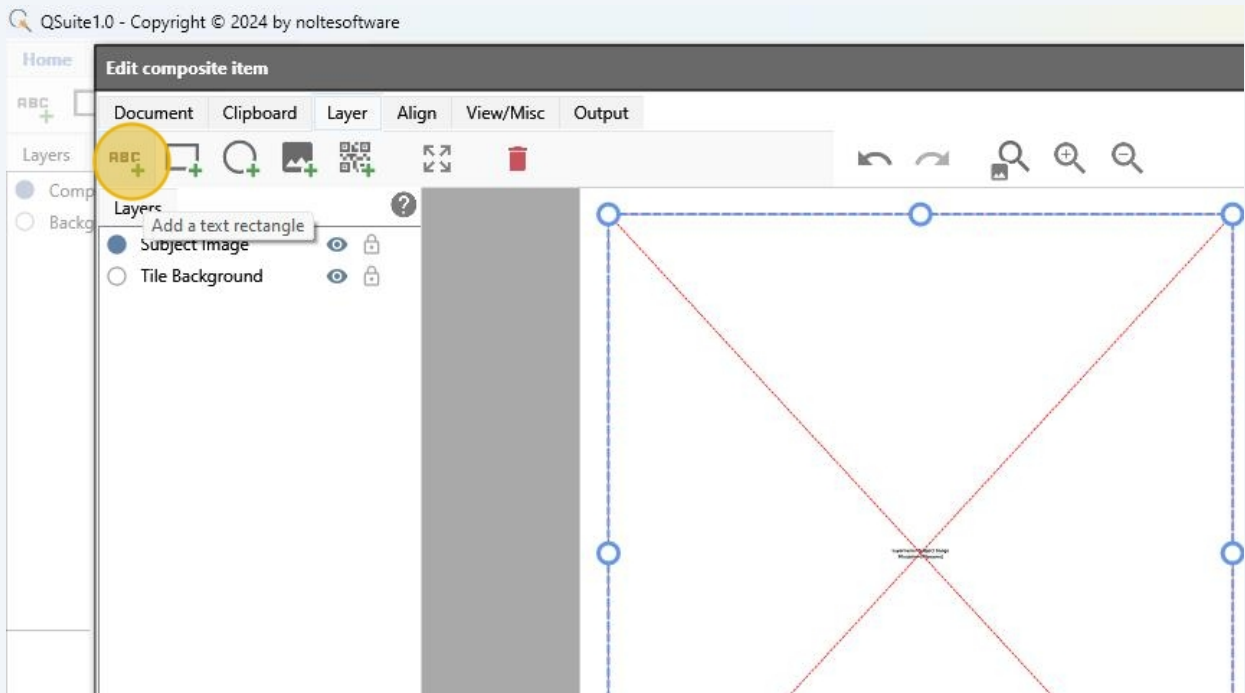
## 35 Ensure there is enough space for text underneath the image.



### 36 Click the layer tab.

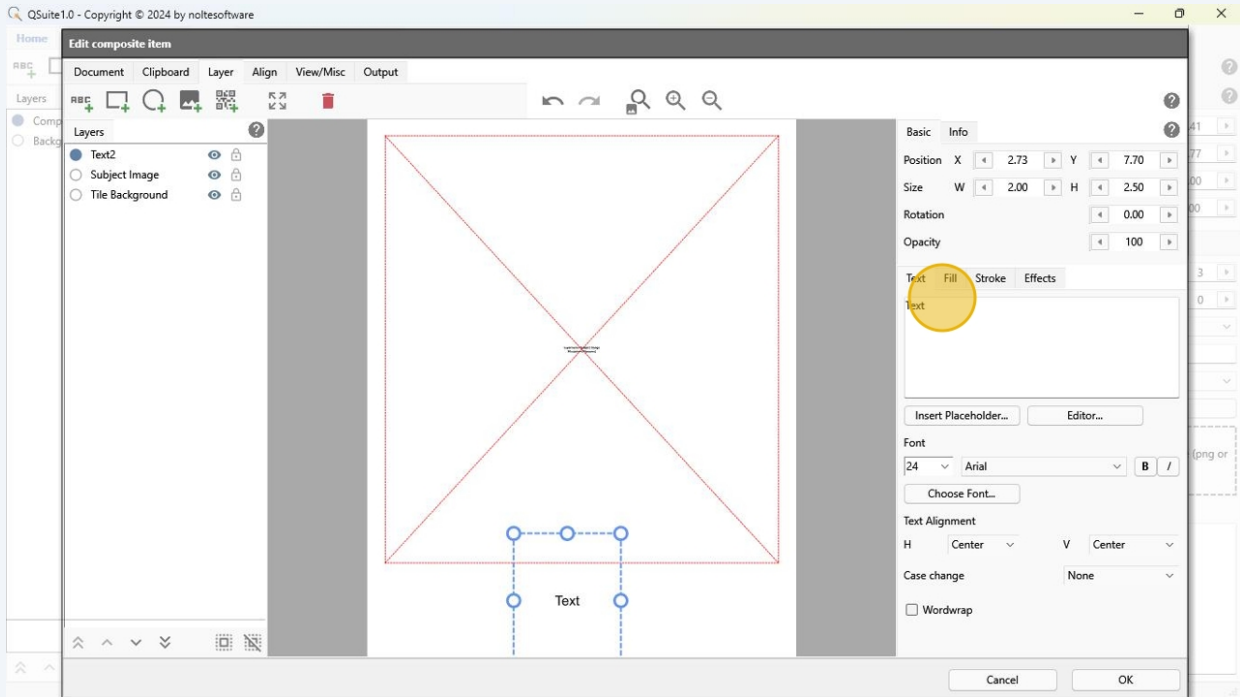


### 37 Add a text layer.

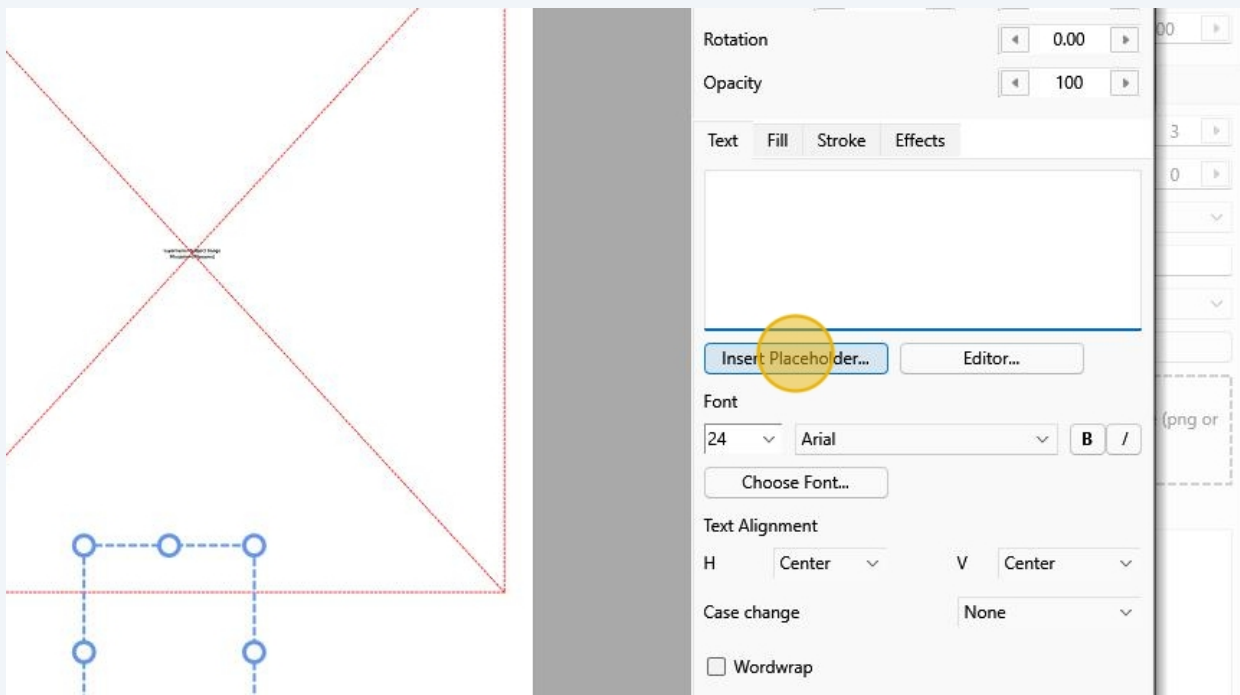




38 Under the text properties, remove the word text.

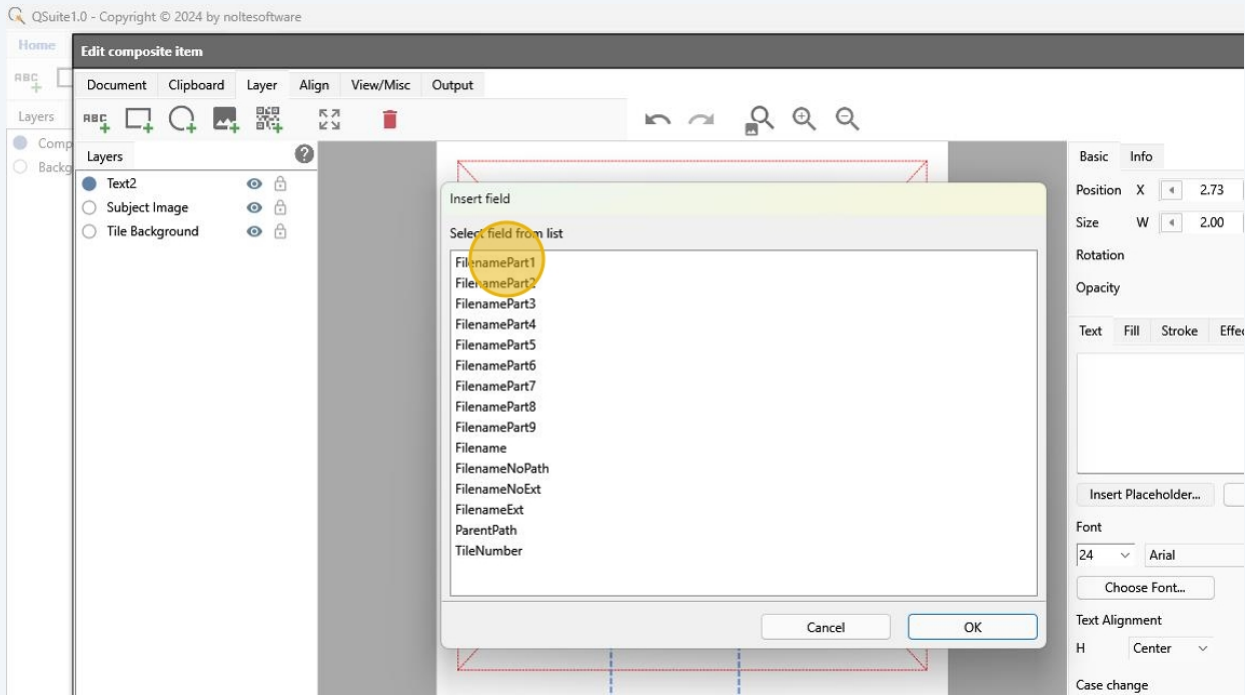


39 Click "Insert Placeholder".

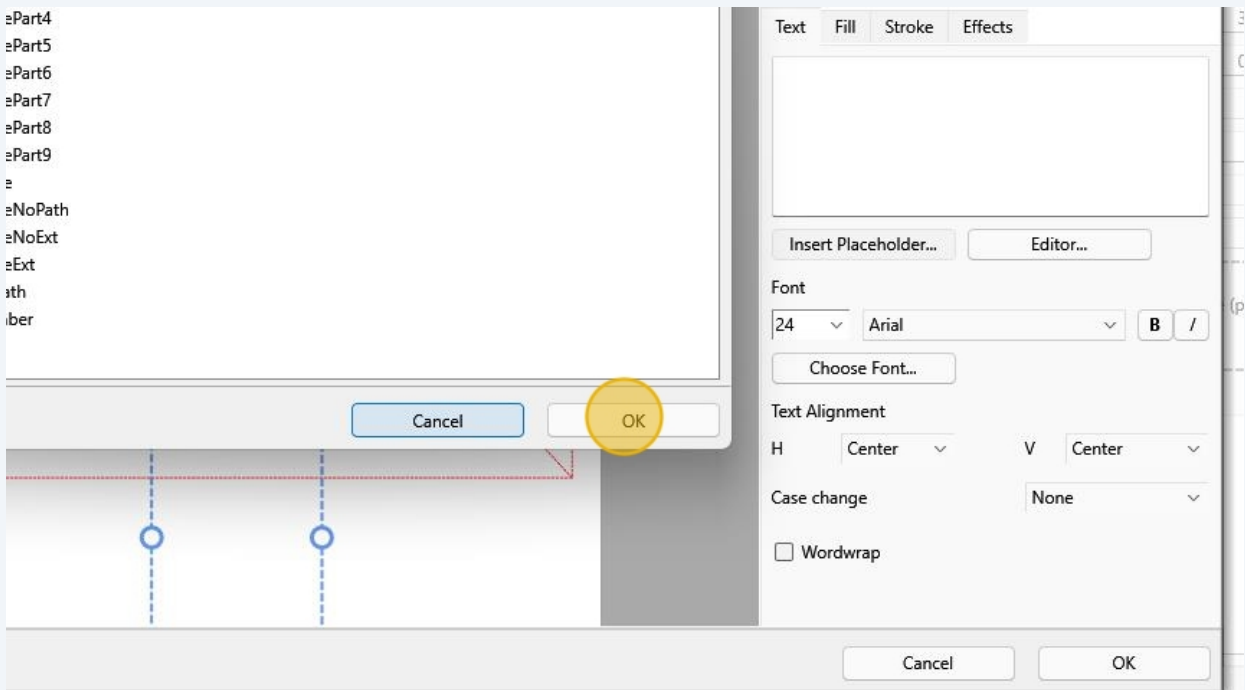




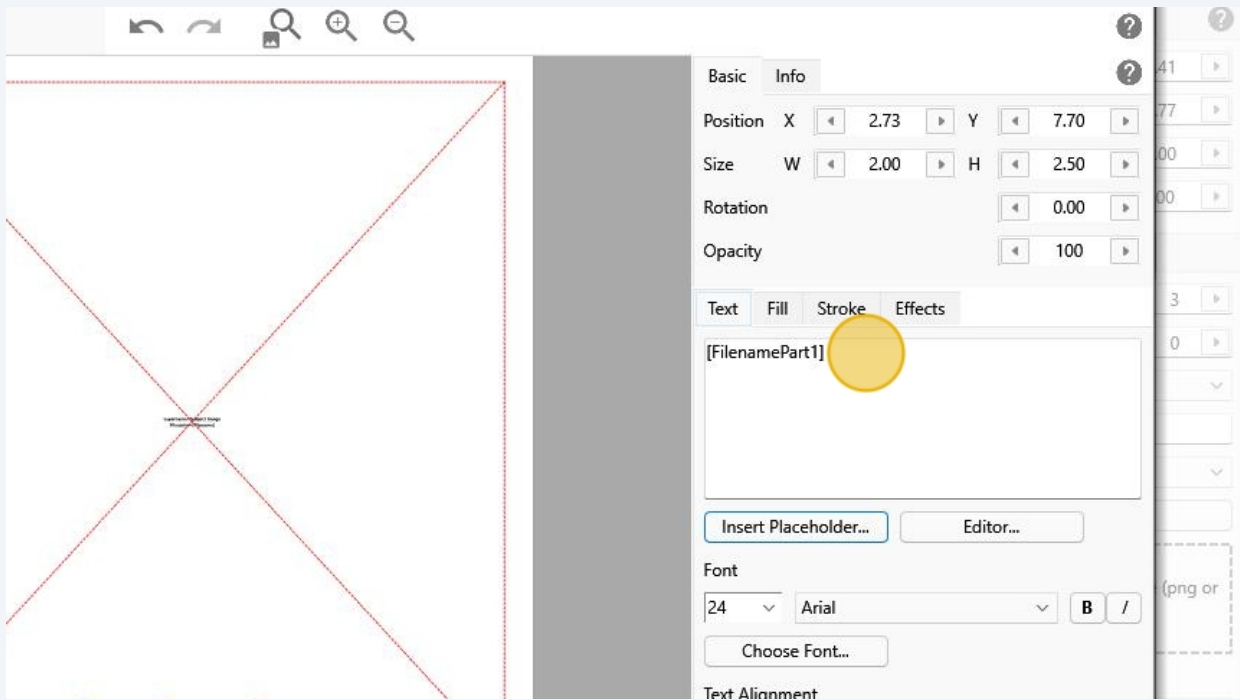
## 40 Select the placeholder FilenamePart1.



## 41 Press OK.

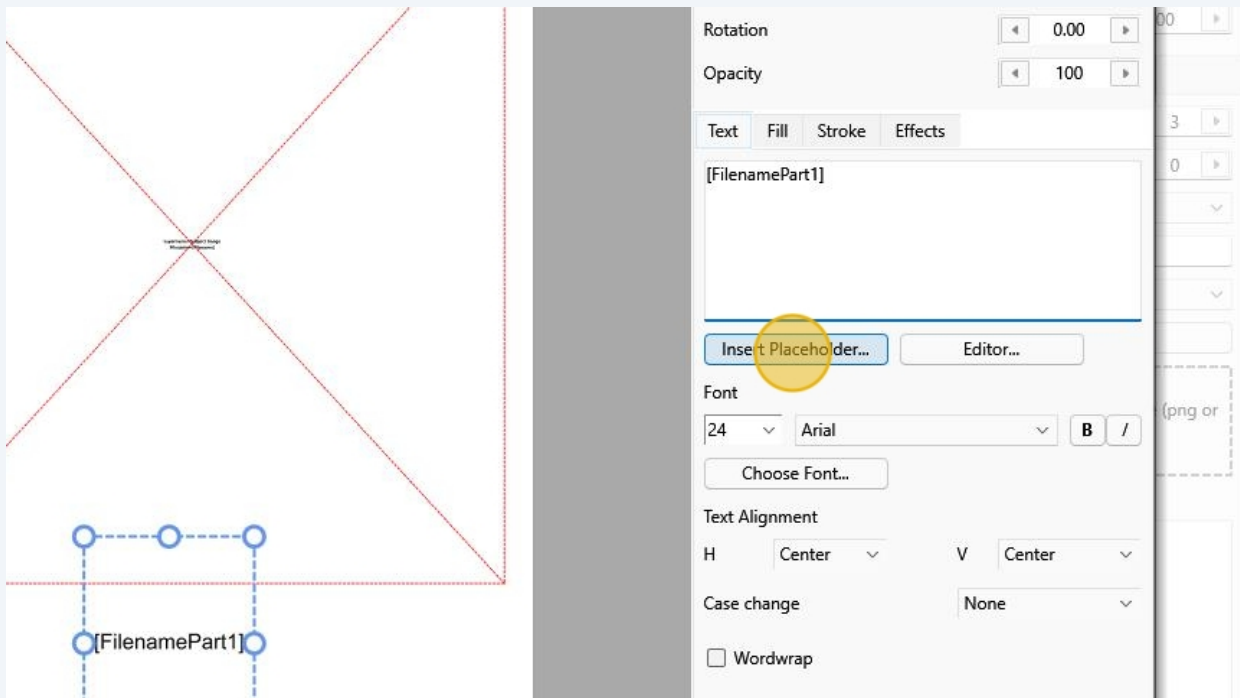


**42** Add a space or press enter to have a line break.

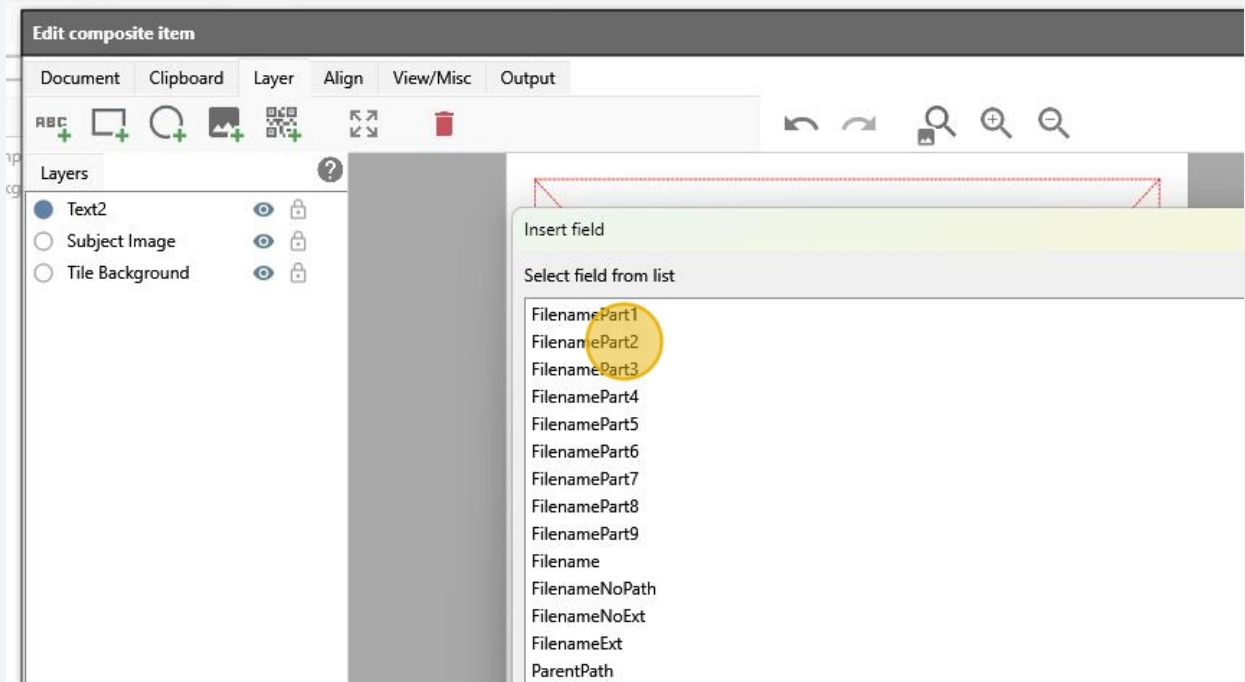


**43** Press **Return**

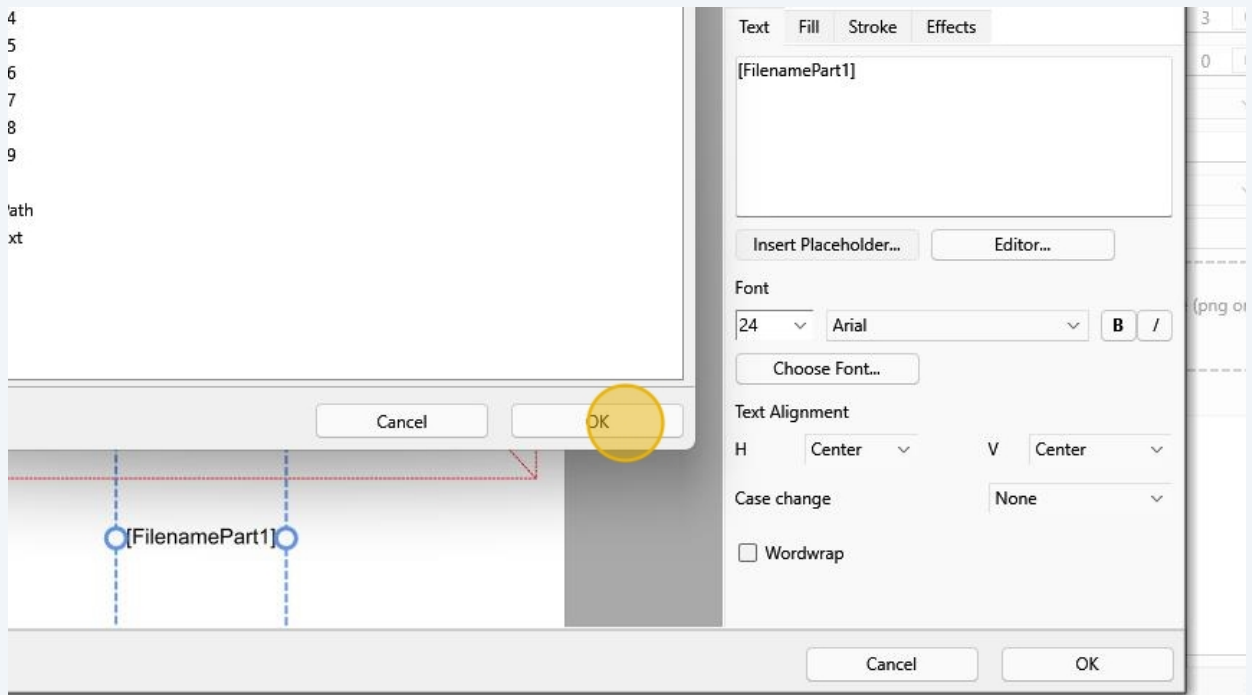
44 Click again "Insert Placeholder"



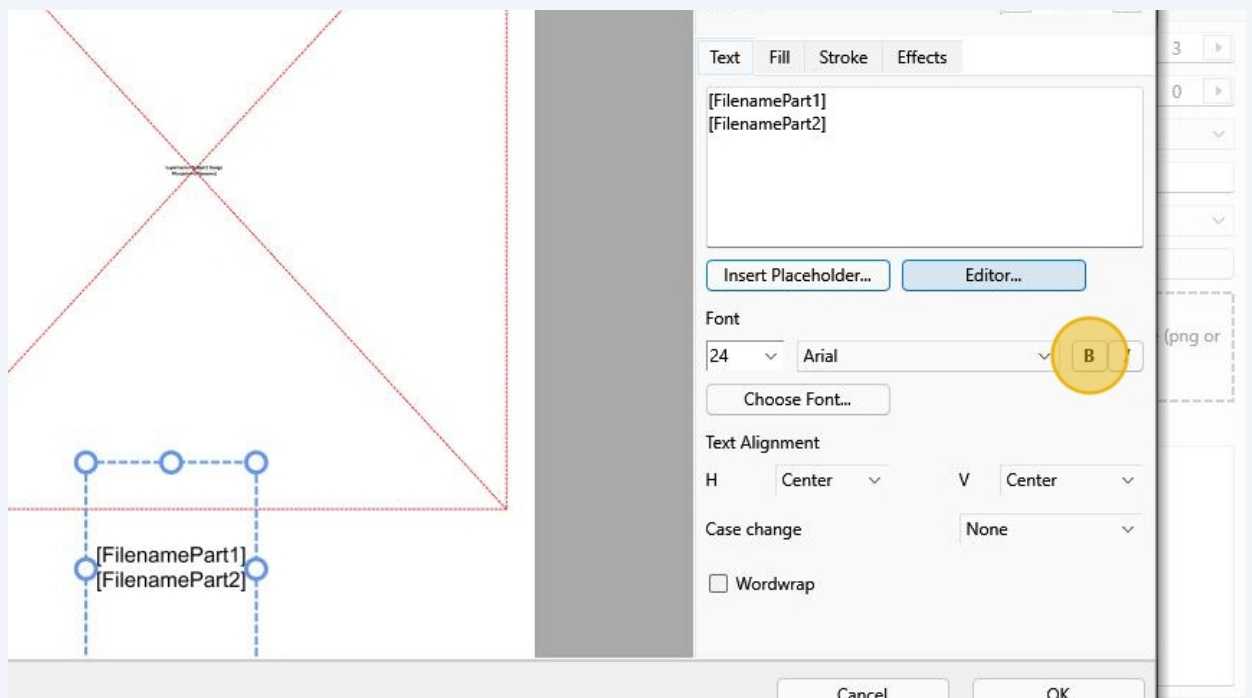
45 This time, select FilenamePart2.



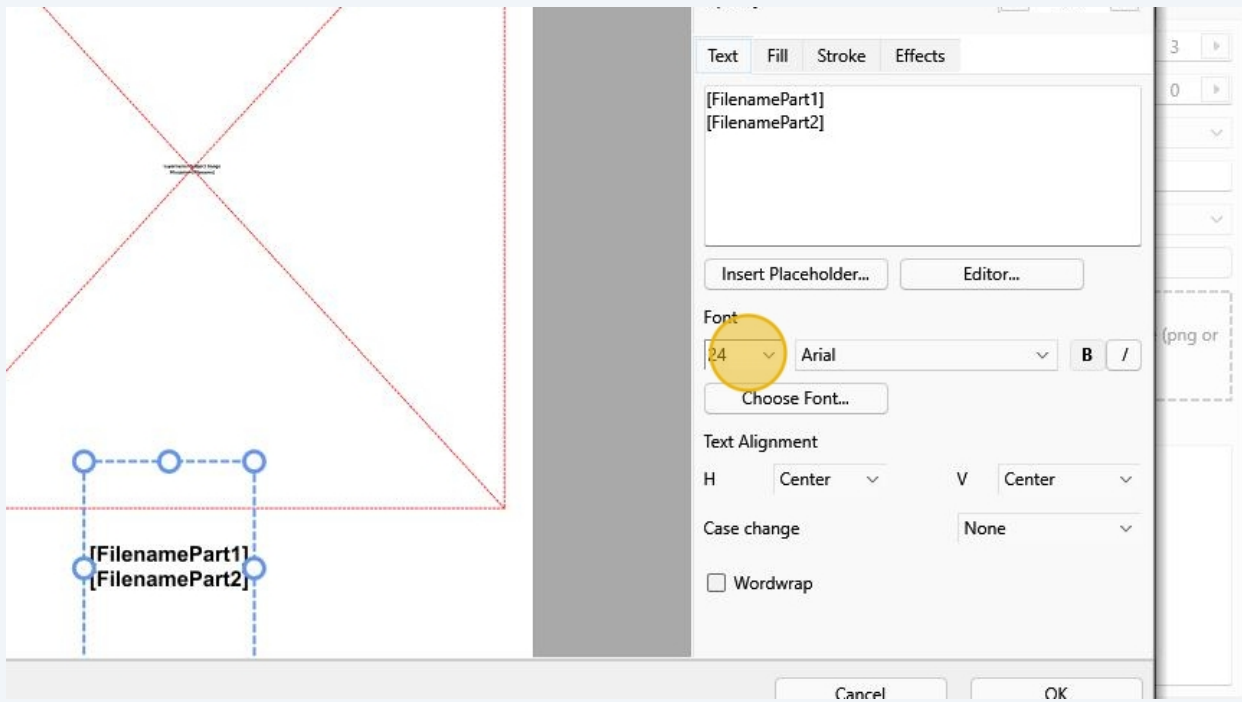
46 Press OK.



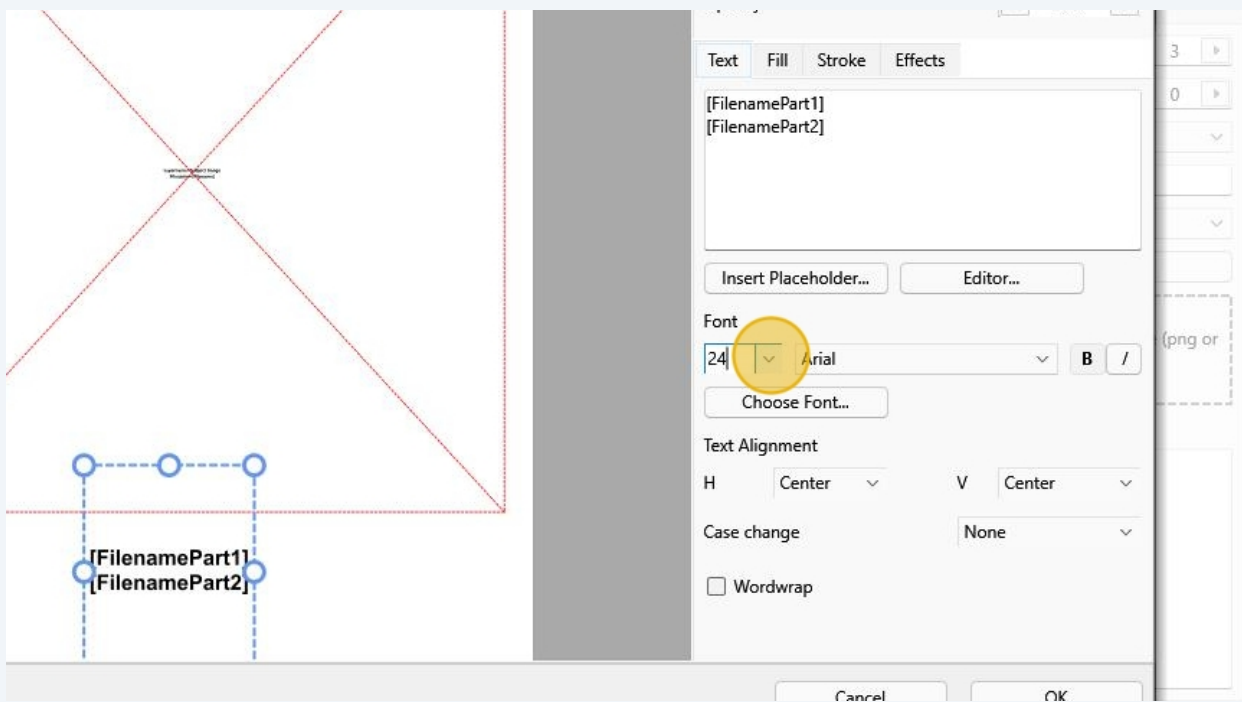
47 Click "QSuite1.0 - Copyright © 2024 by noltesoftware"



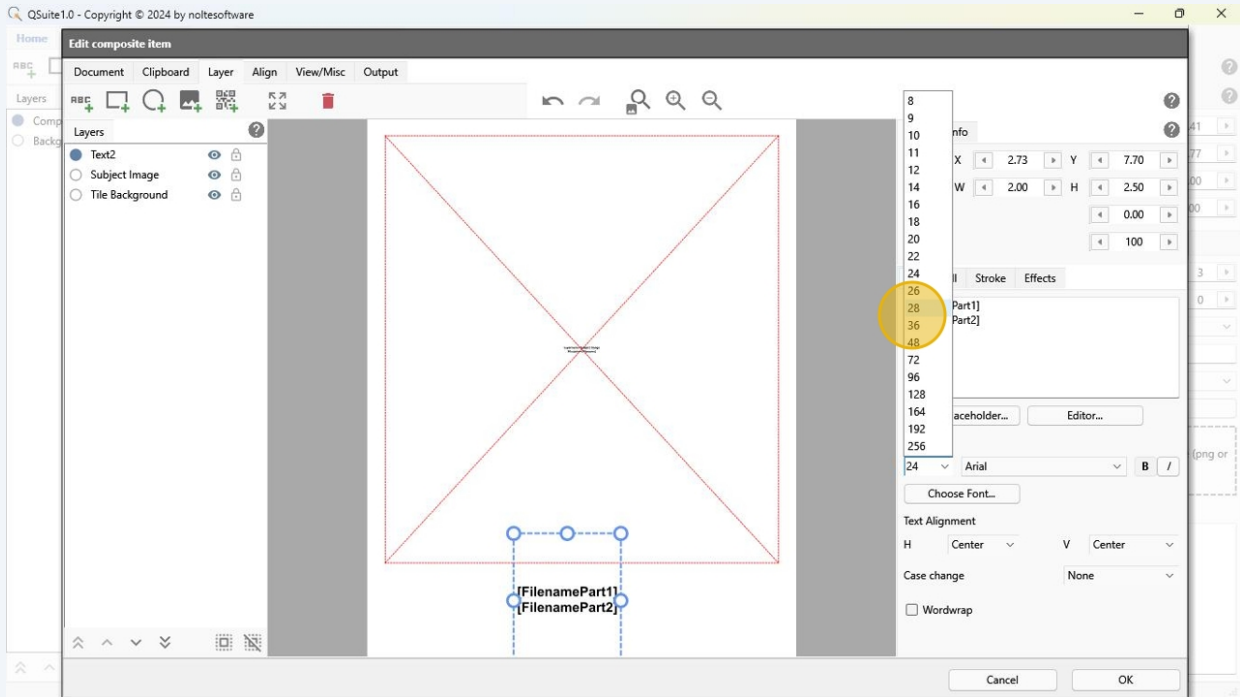
48 Click "QSuite1.0 - Copyright © 2024 by noltesoftware"



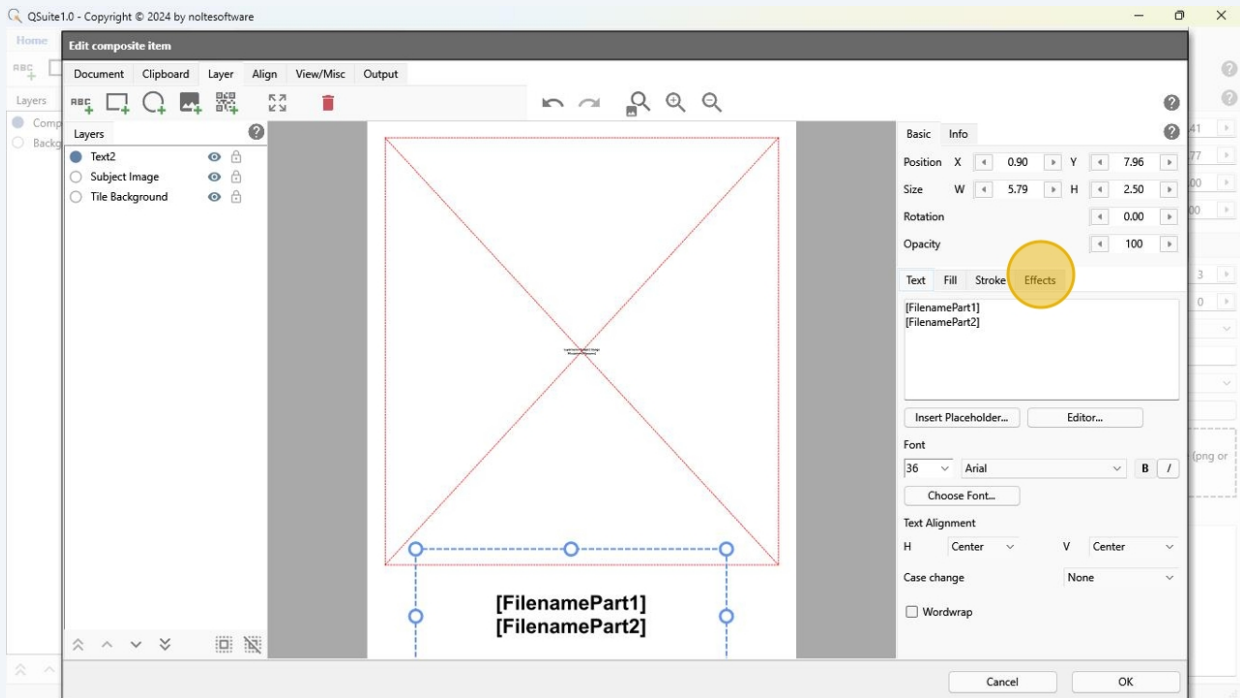
49 Click "QSuite1.0 - Copyright © 2024 by noltesoftware"



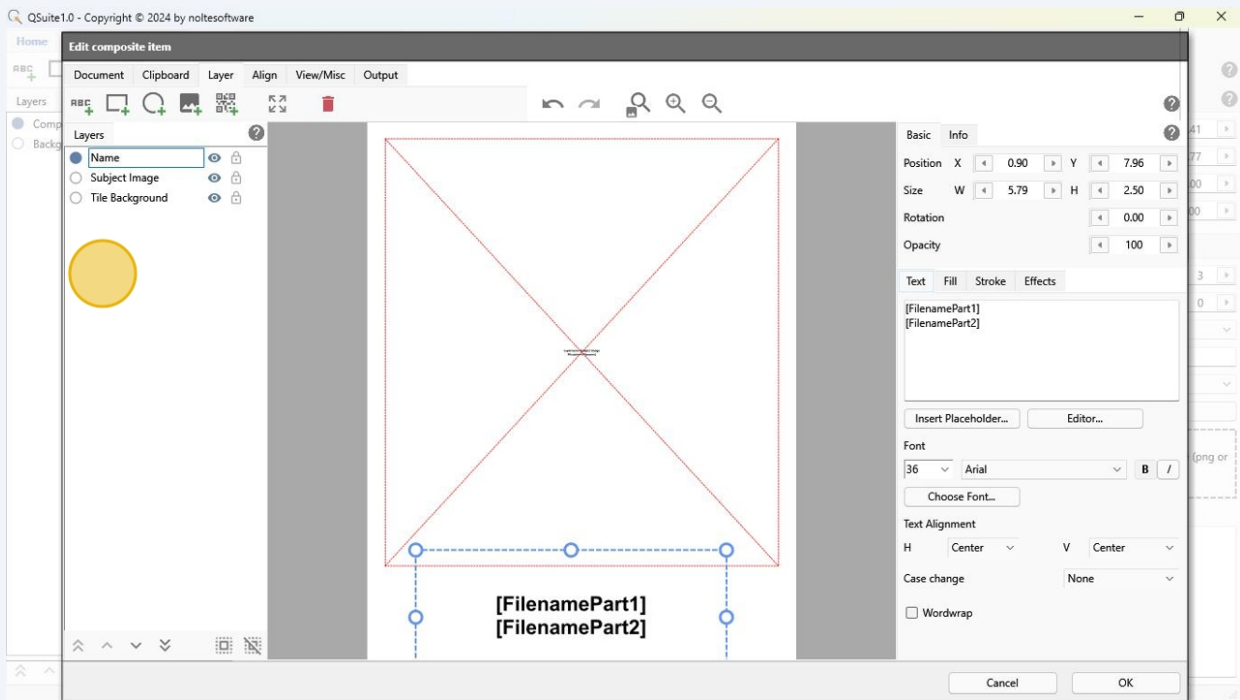
## 50 Click here



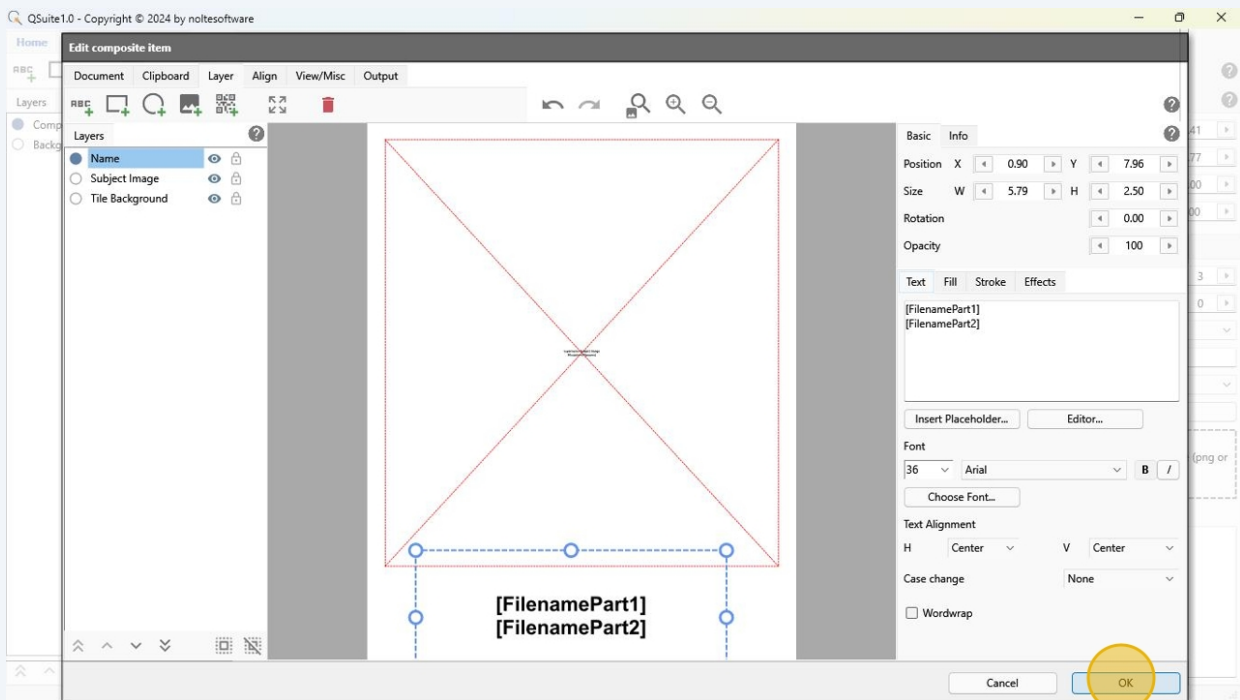
## 51 Adjust the size and style of the text to your needs.



52 Rename the file's text layer to "Name".



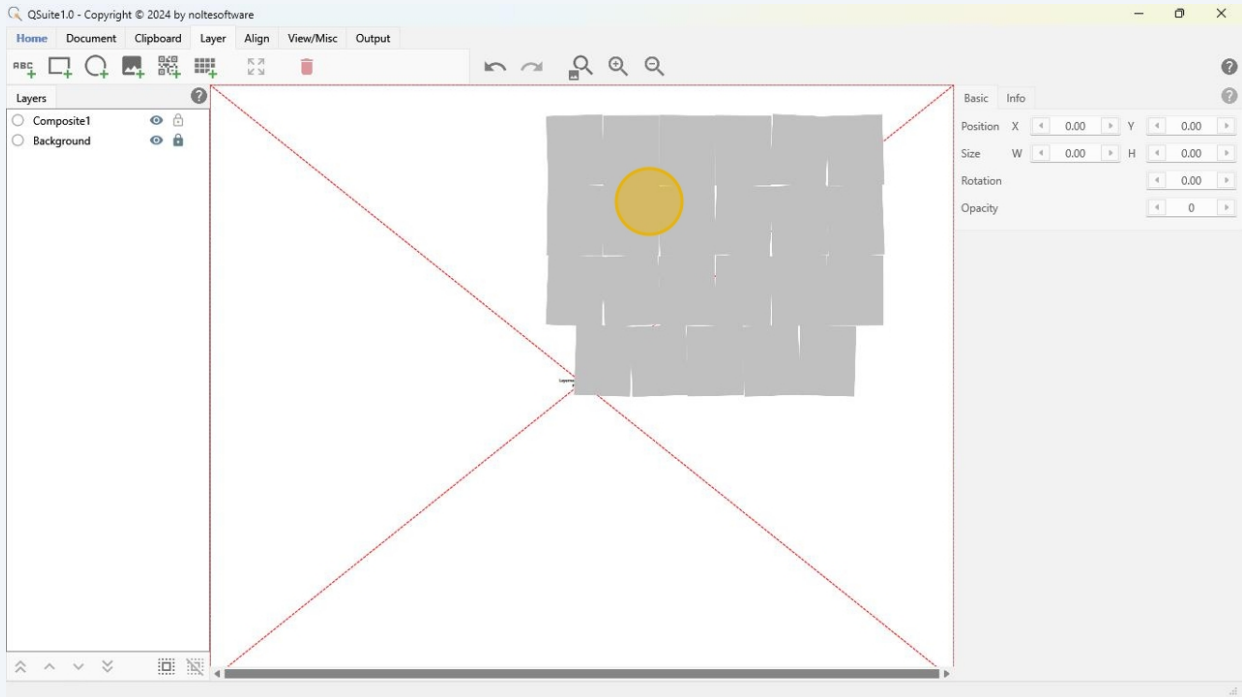
53 Click OK once you are done editing the file.





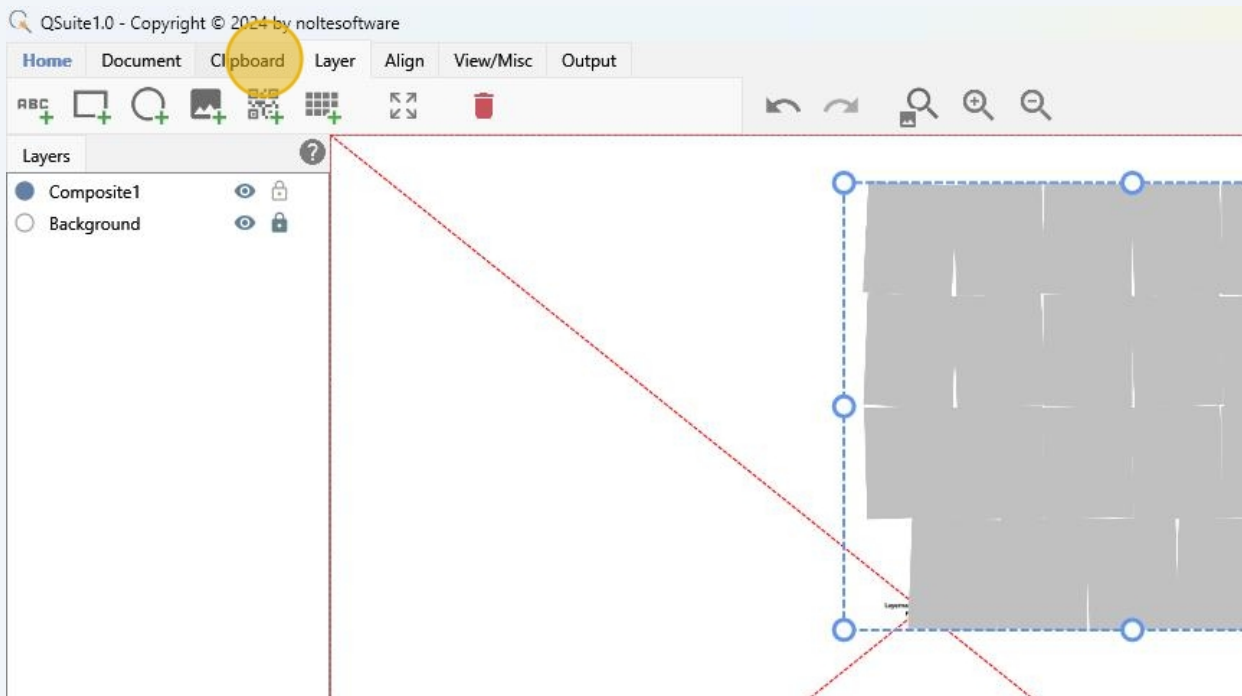
54

Click the composite layer. We will use it for the students, and need to create another layer for the teacher(s).



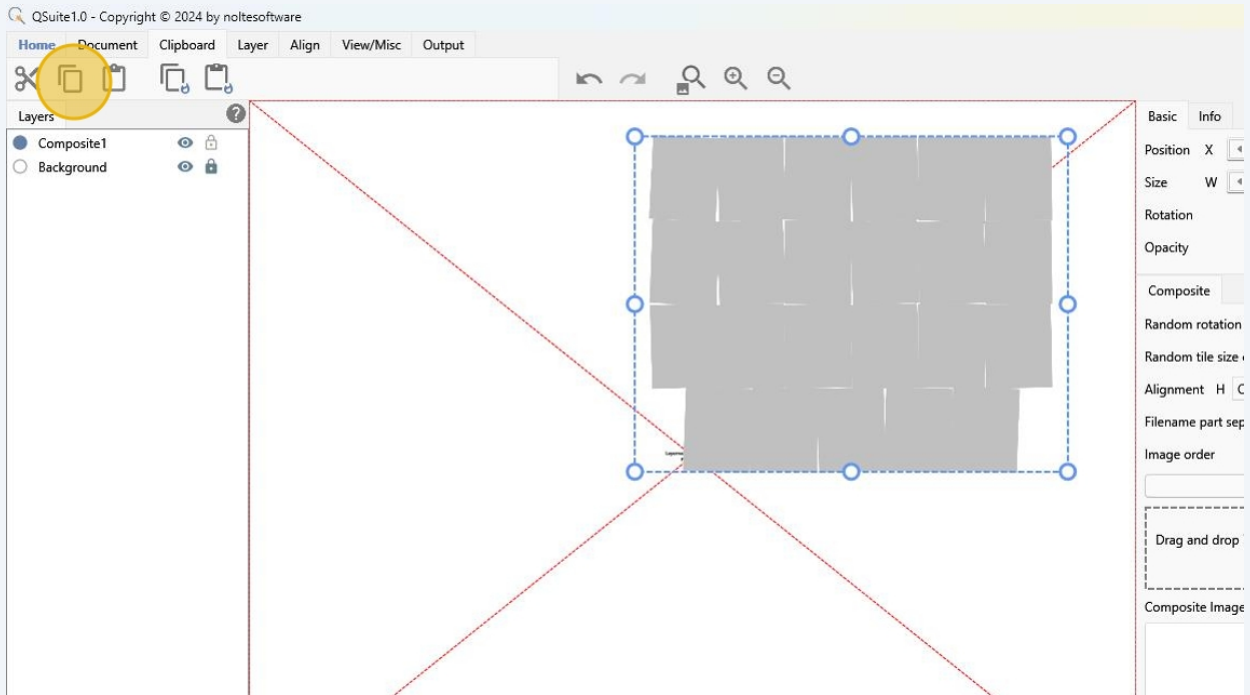
55

Click the Clipboard tab.

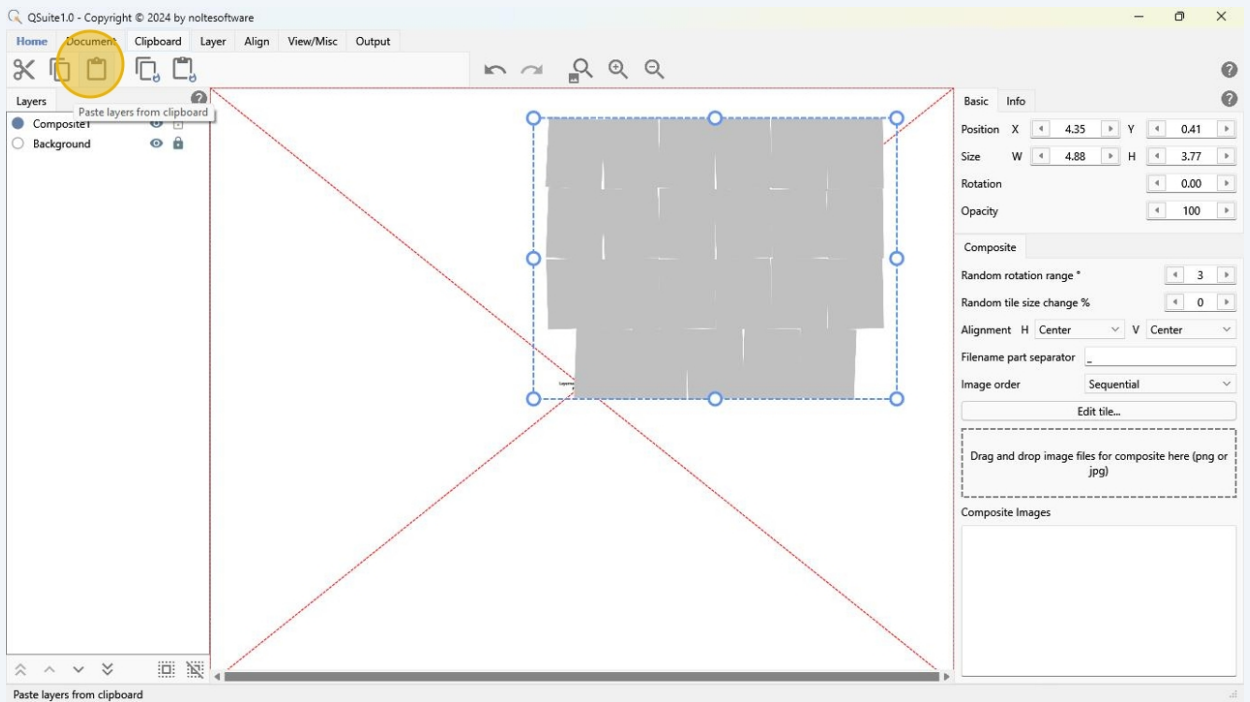




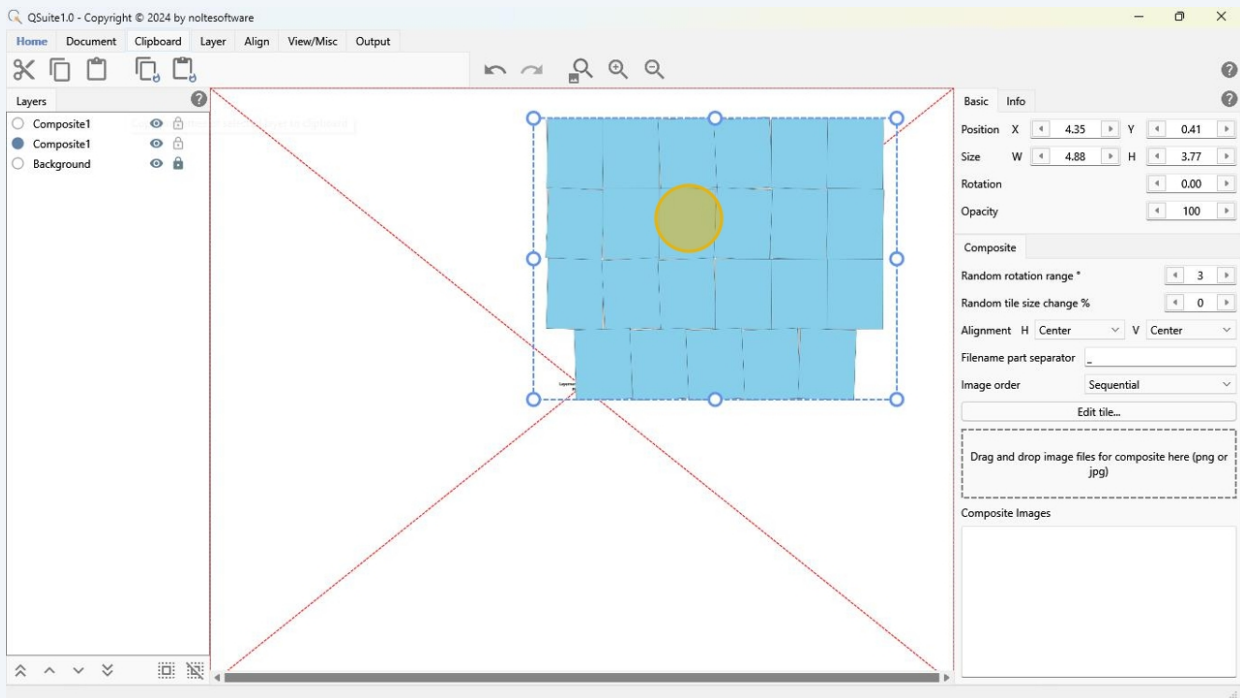
56 Click the "Copy selected items to clipboard" icon.



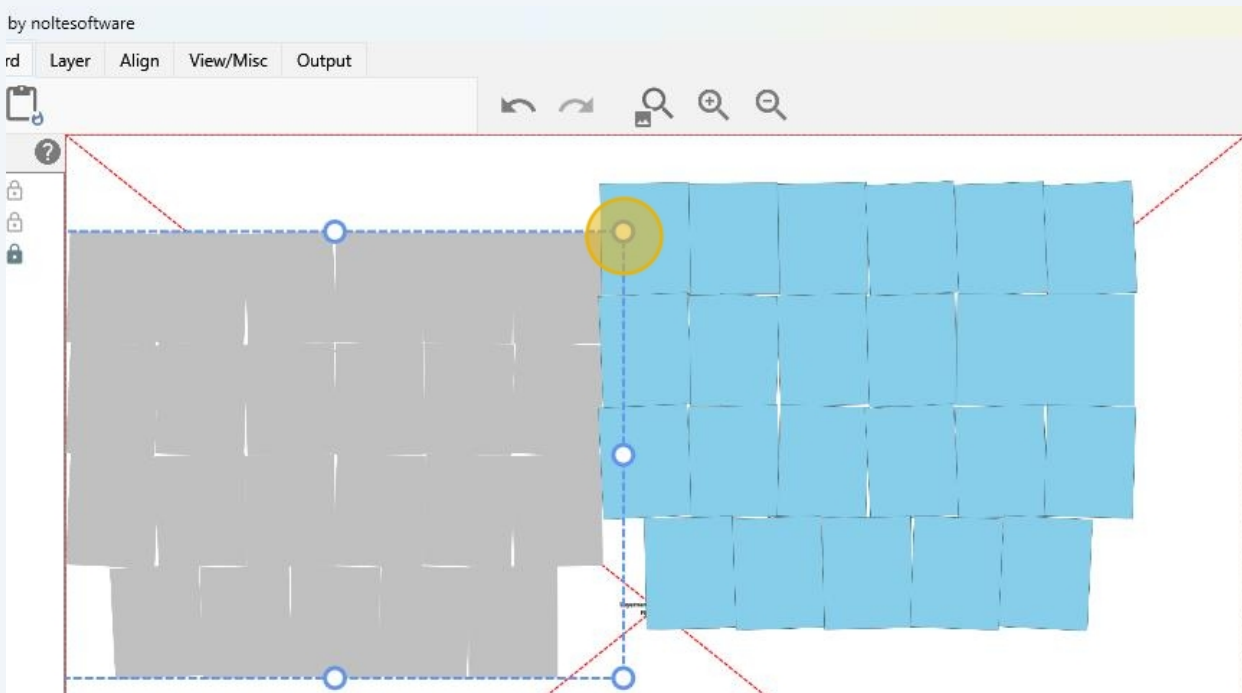
57 Click the "Paste layers from clipboard" icon.



58 Click "QSuite1.0 - Copyright © 2024 by noltesoftware"

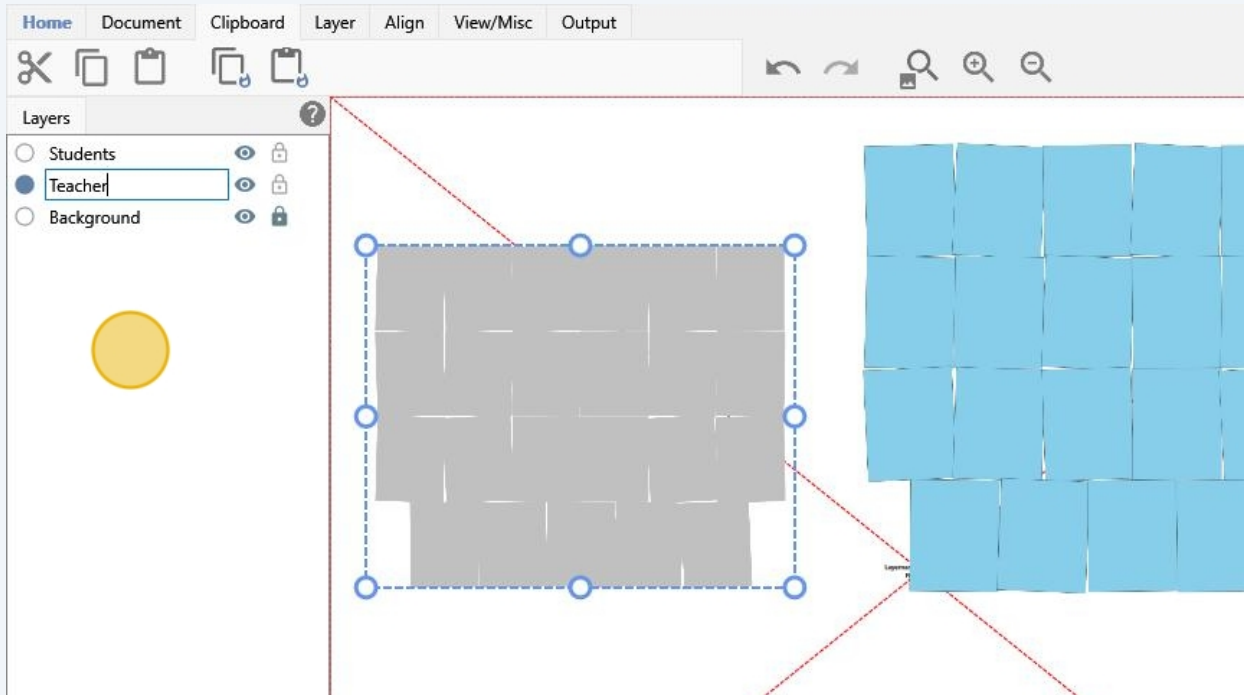


59 Move your newly created composite layer for the teachers to the left of the layout.



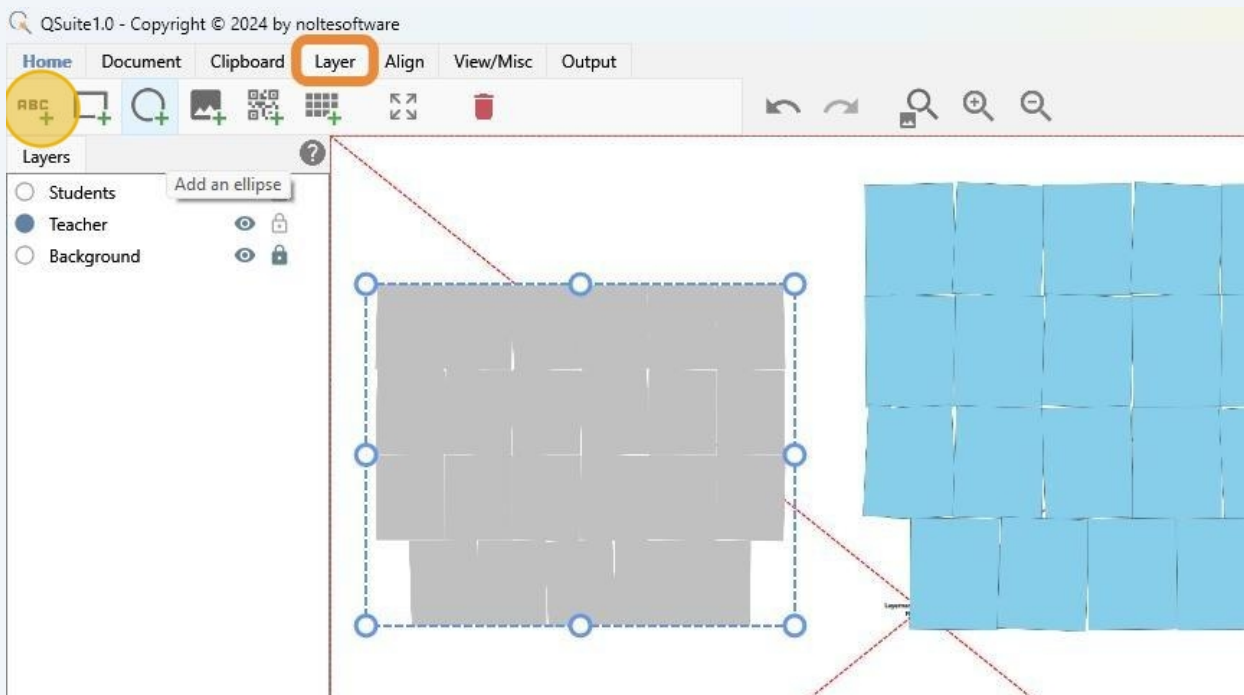
60

Under the Layer overview, rename the composite layers, so that you have a composite layer for the students and one for the teacher(s).

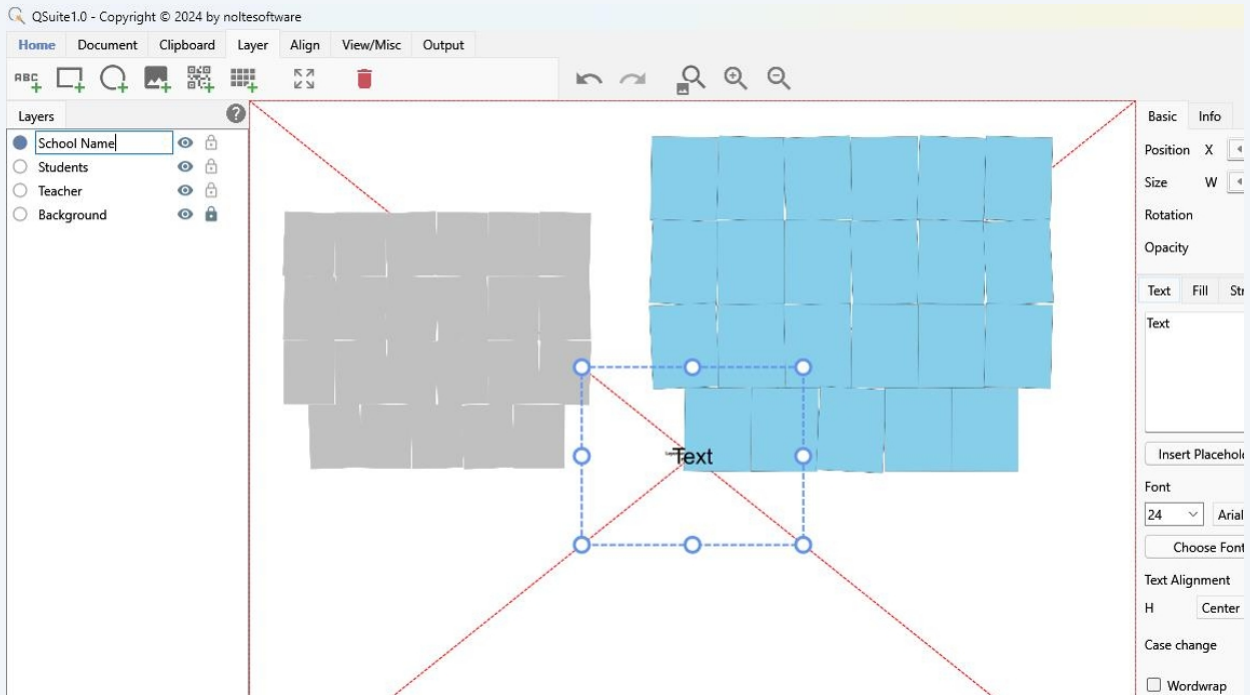


61

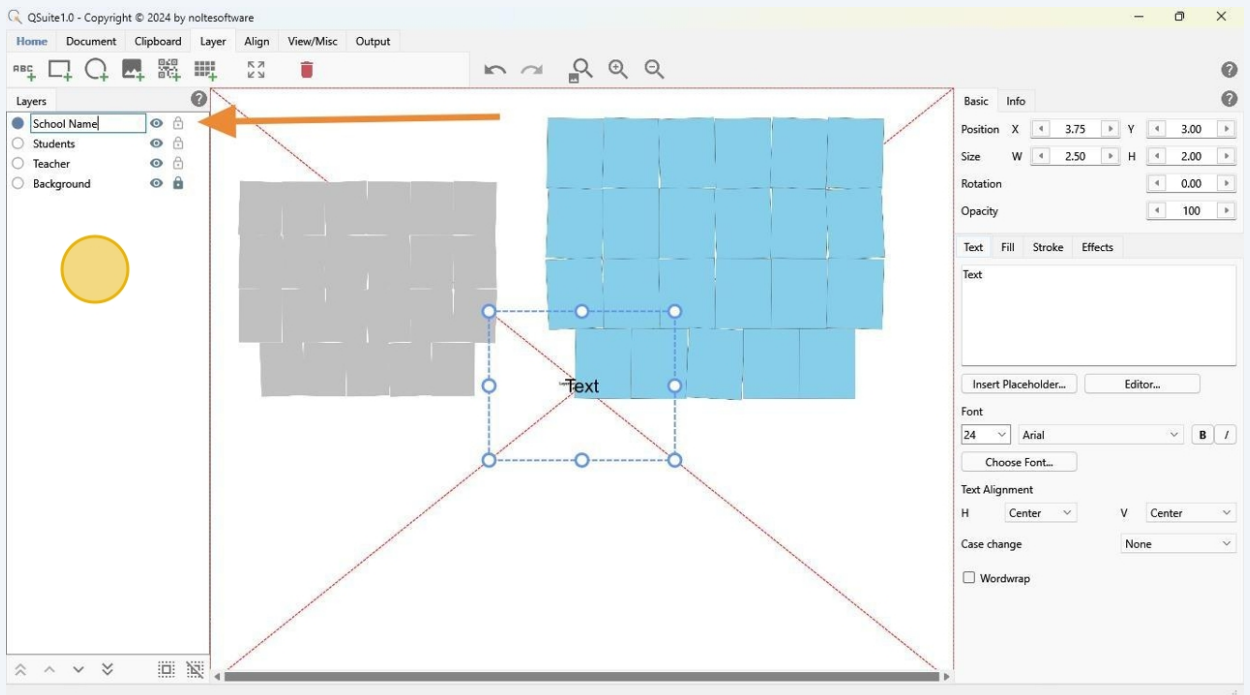
Click the Layer tab and click the text layer icon.



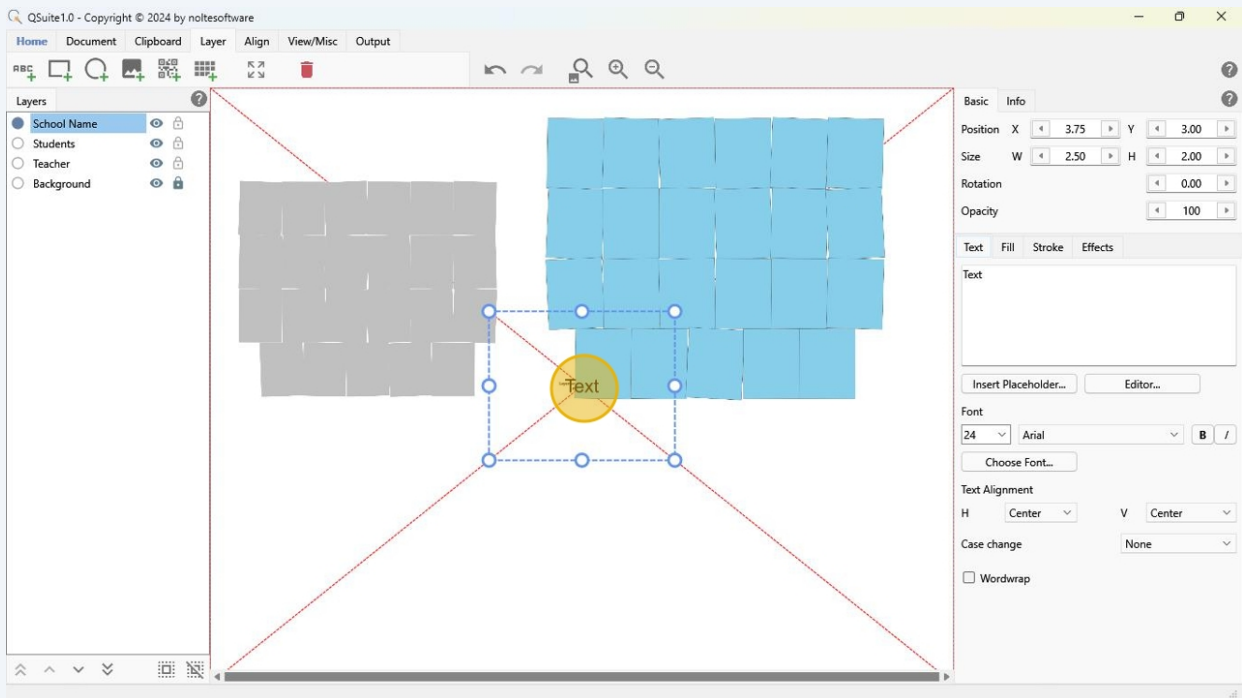
62 Click the text layer and change it to School Name.



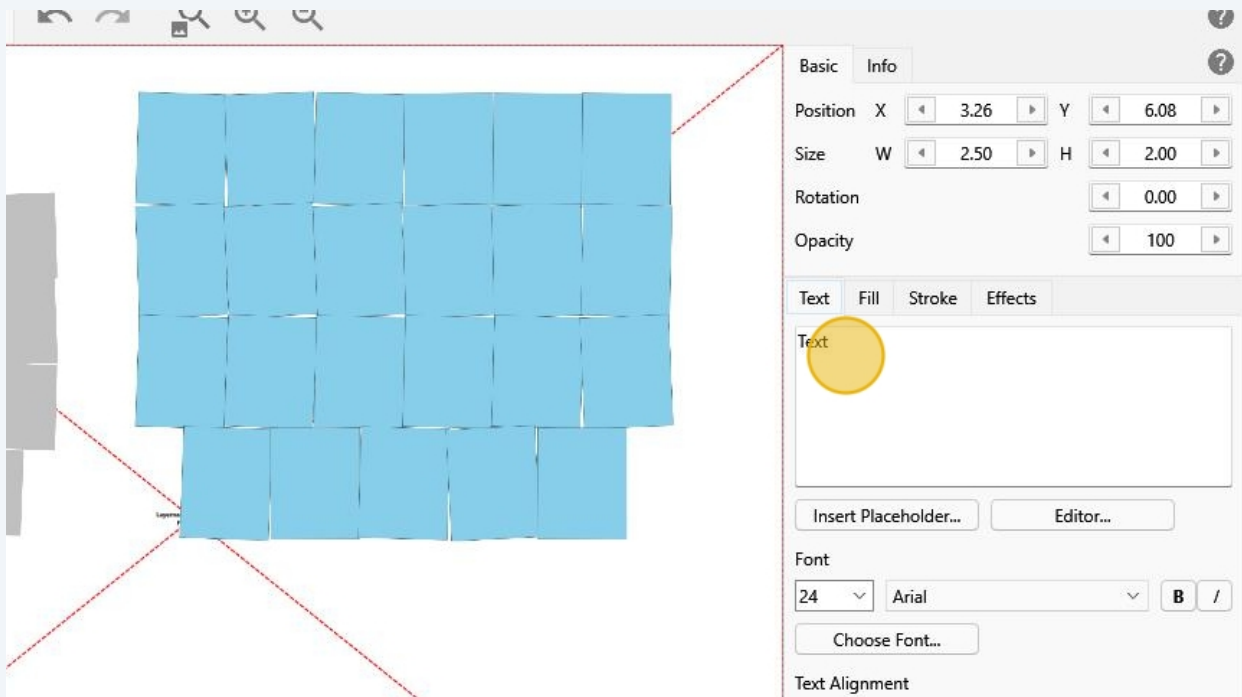
63 Click "QSuite1.0 - Copyright © 2024 by noltesoftware"



64 Click the text layer.

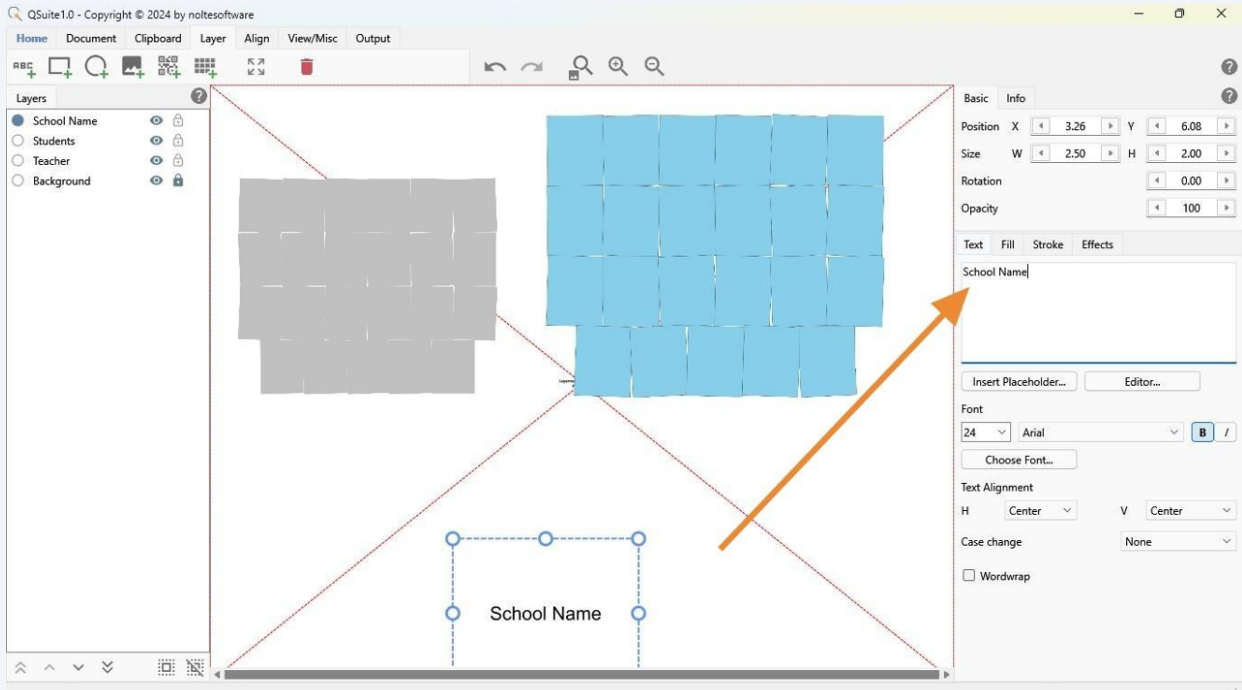


65 Adjust the Text under the document's properties, also, rename the text to "School Name"

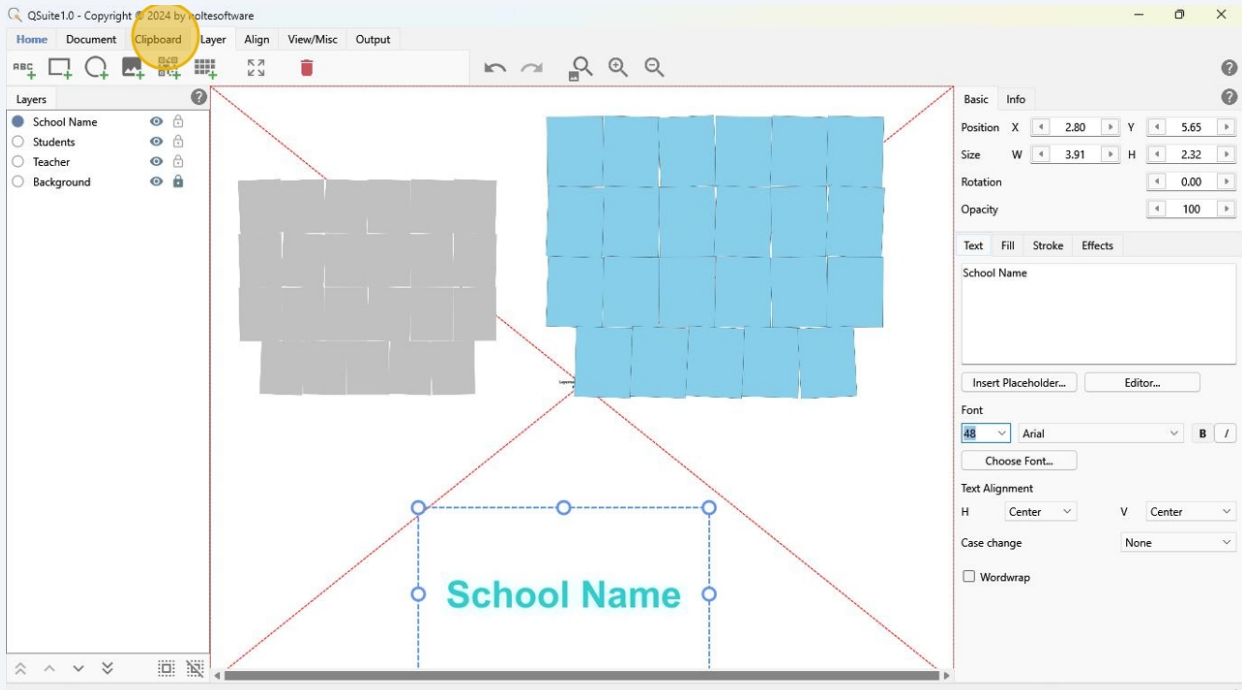




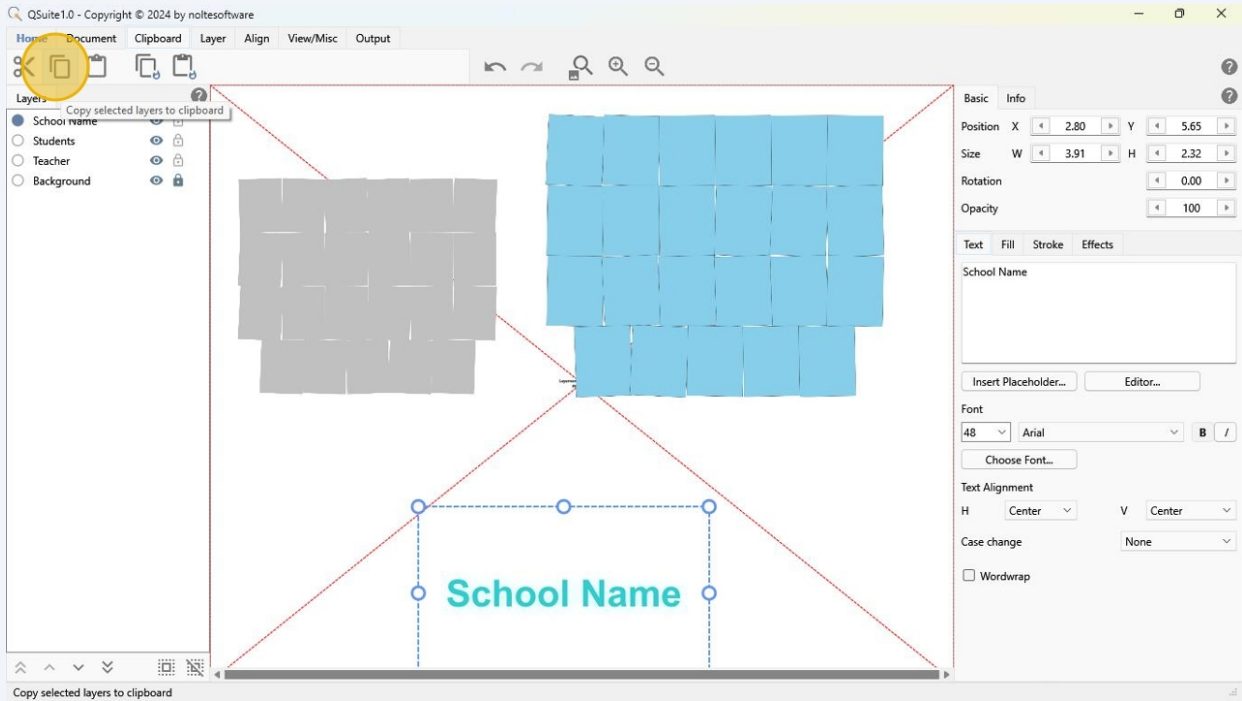
## 66 Type School Name



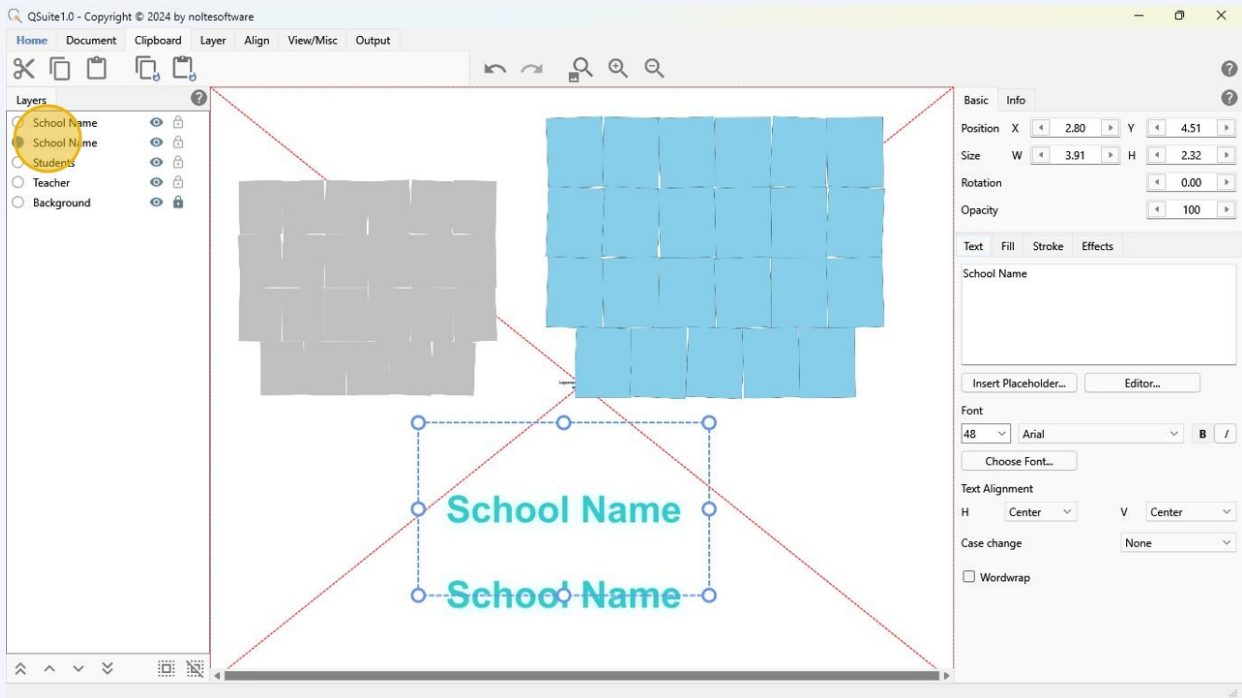
67 After editing your text style and size, you can either create an additional text layer, or you can copy the text layer by selecting the text layer and clicking the Clipboard tab.



## 68 Copy the School name text layer.

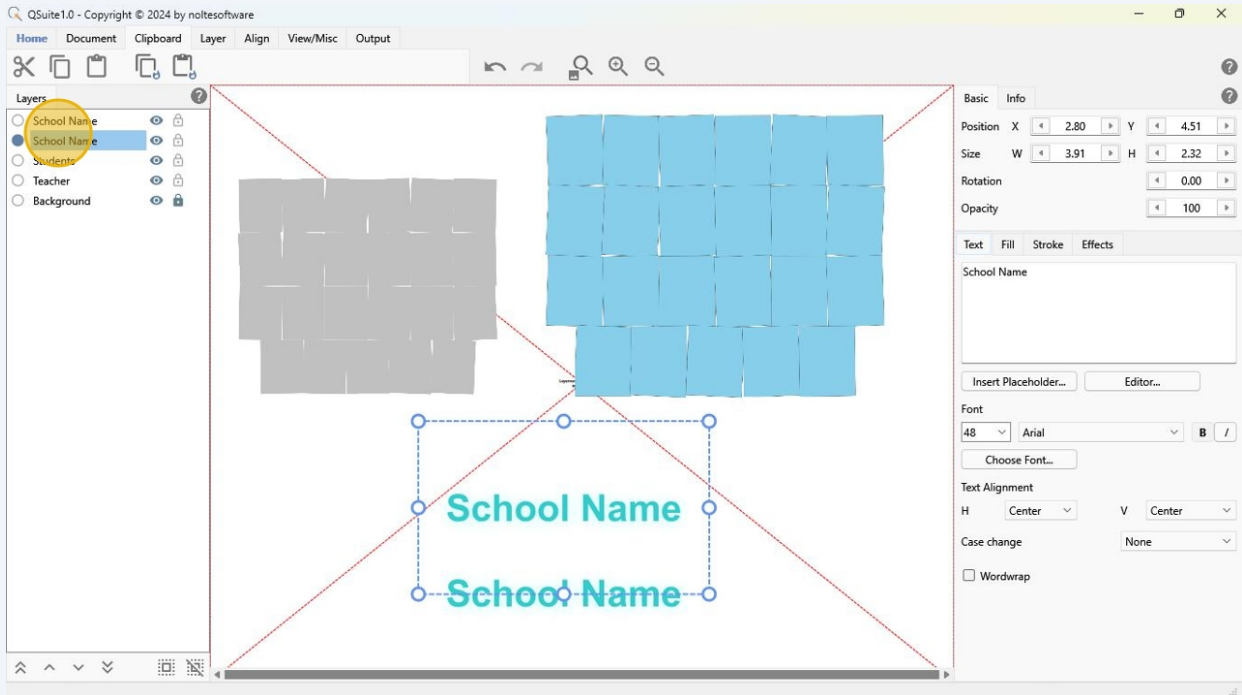


## 69 Paste the copied text layer into your document.



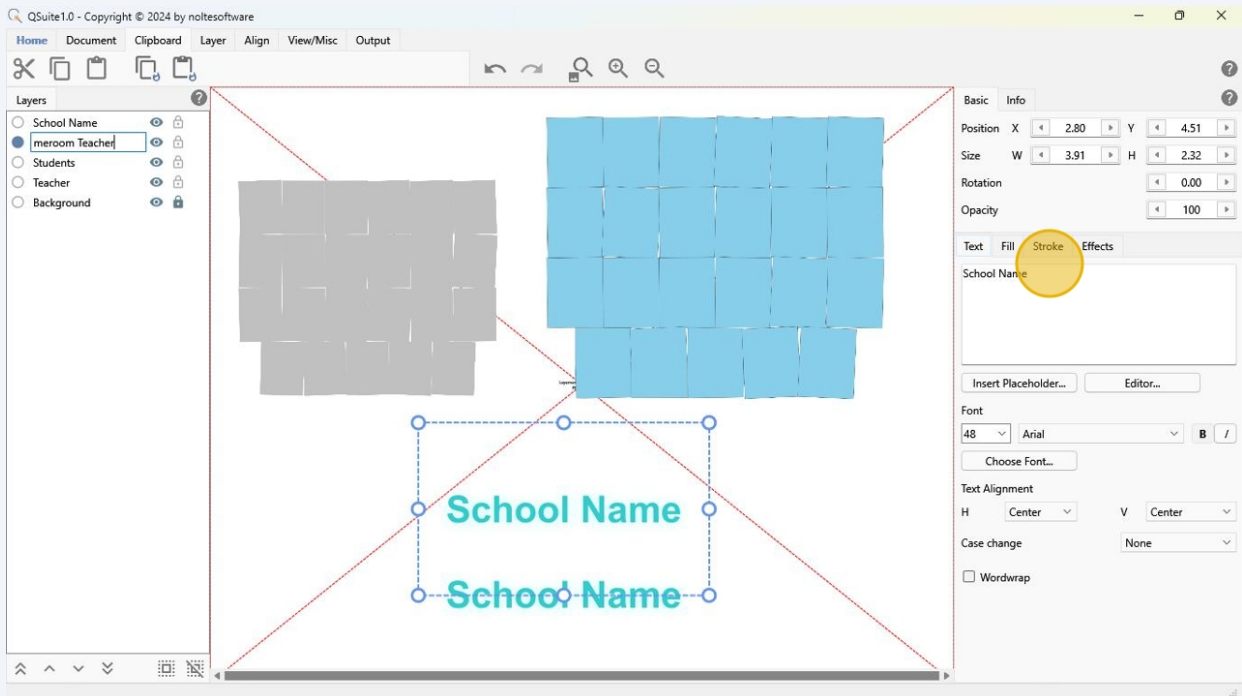
70

Adjust the new text layer's name to the information you want to display there, e.g., the grade and teacher information.



71

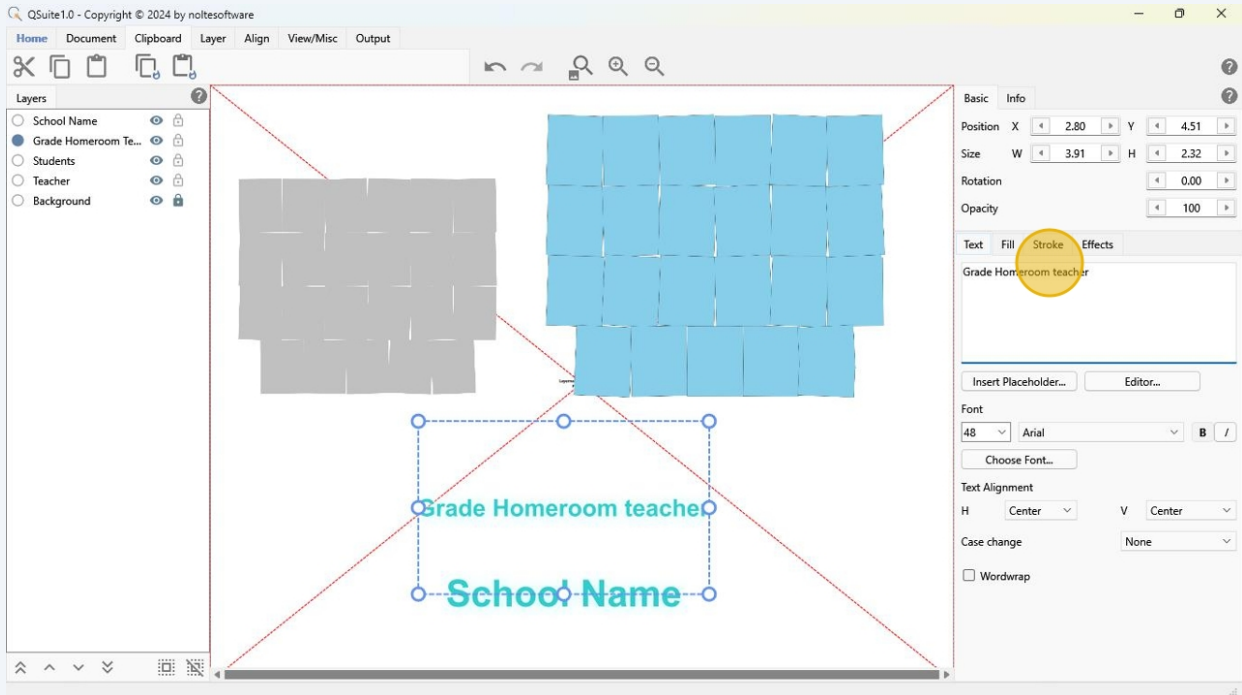
Click "QSuite1.0 - Copyright © 2024 by noltesoftware"





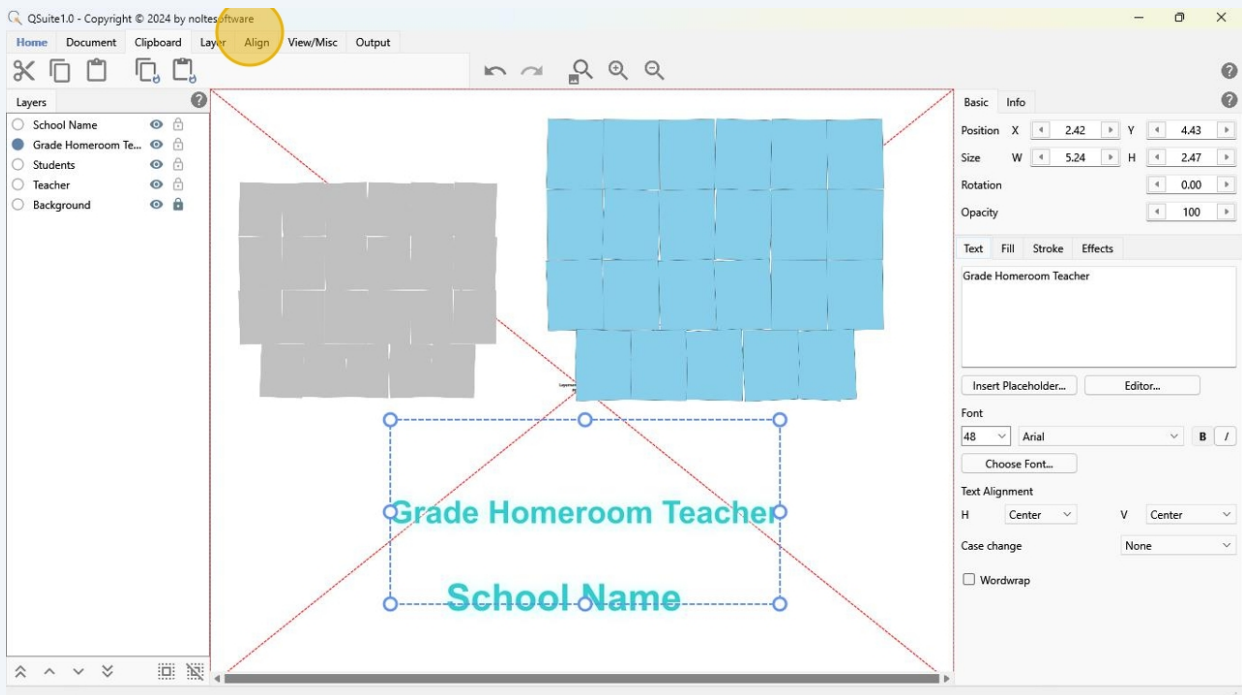
72

Also adjust the text itself by editing it under the template's properties,



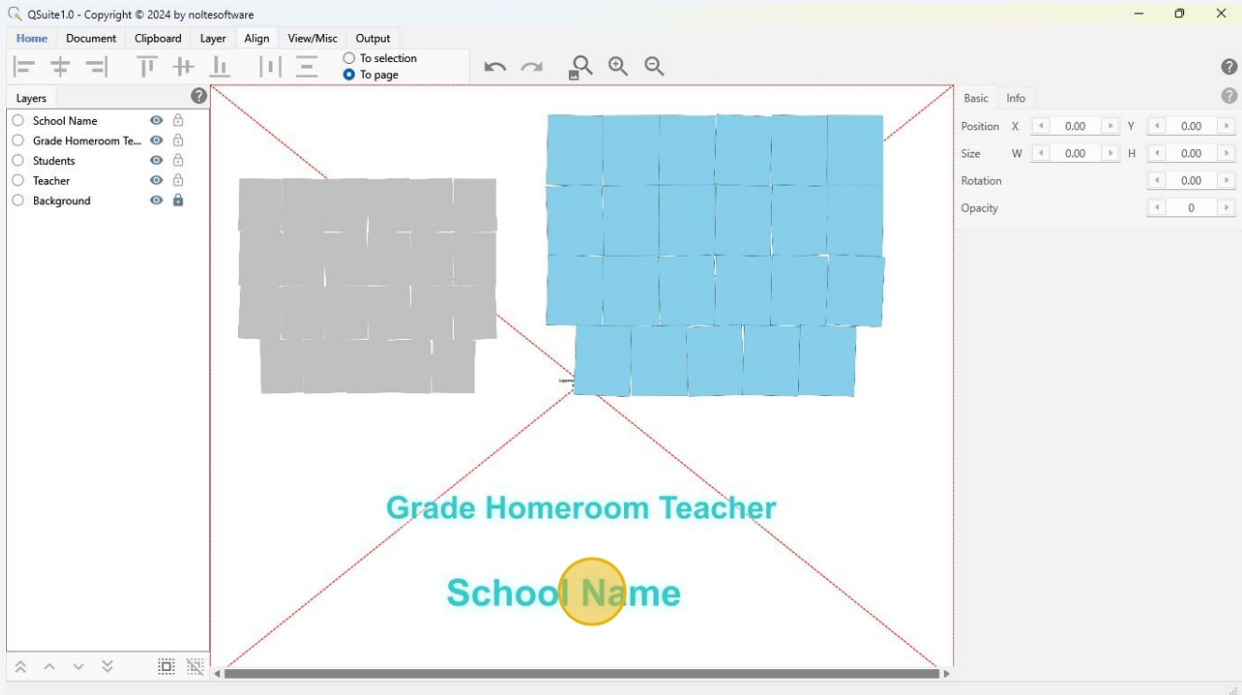
73

You can now align the two text layers to the page. Select each individual layer and make your adjustments.



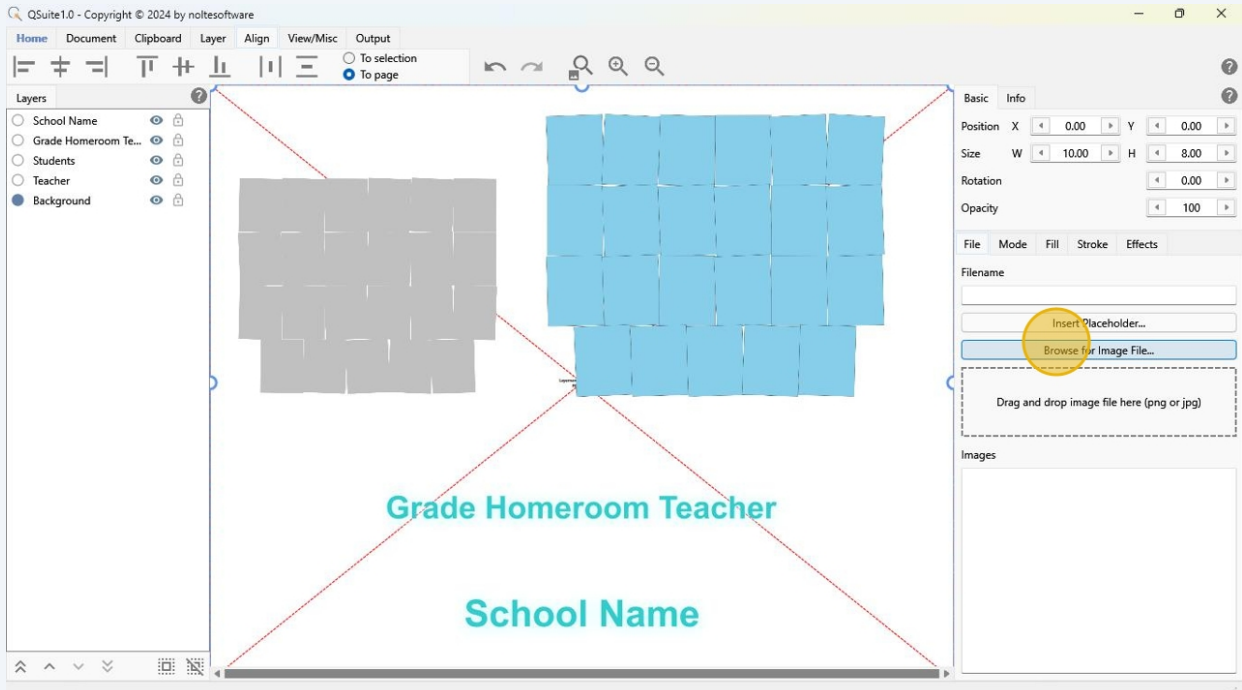
74

You can align elements to the selection (the other elements in the selection), or to the page.



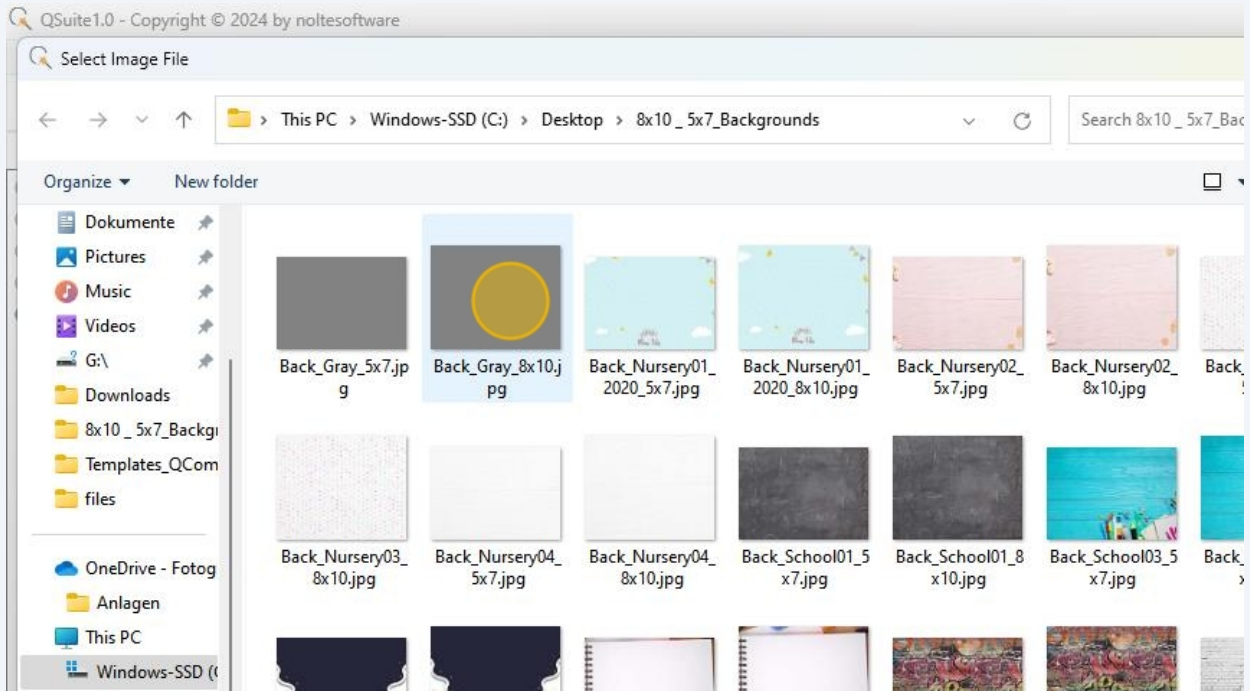
75

Once you have added and arranged all layers that you need, you can populate the composite layout with images to see a preview. Start with the background image.



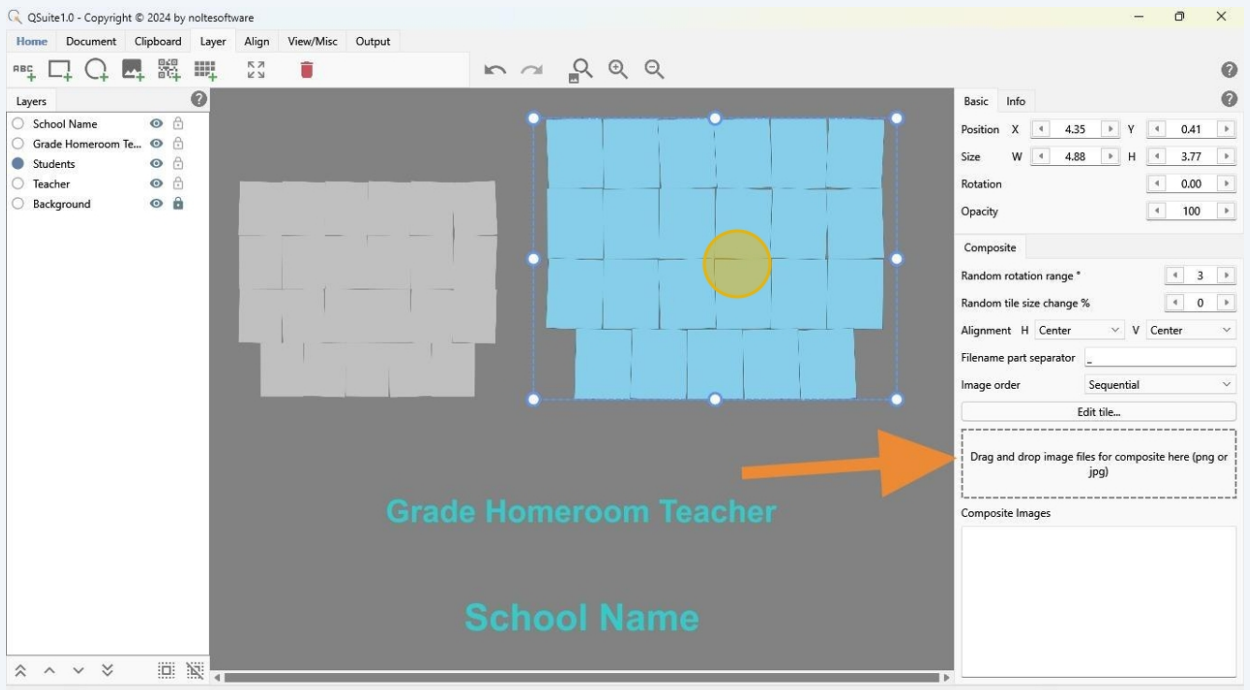
76

Make sure the background image matches the composite output. You can use the same background you used in QuickComposite. If you want to create an 8x10 composite, select an 8x10 sized background.



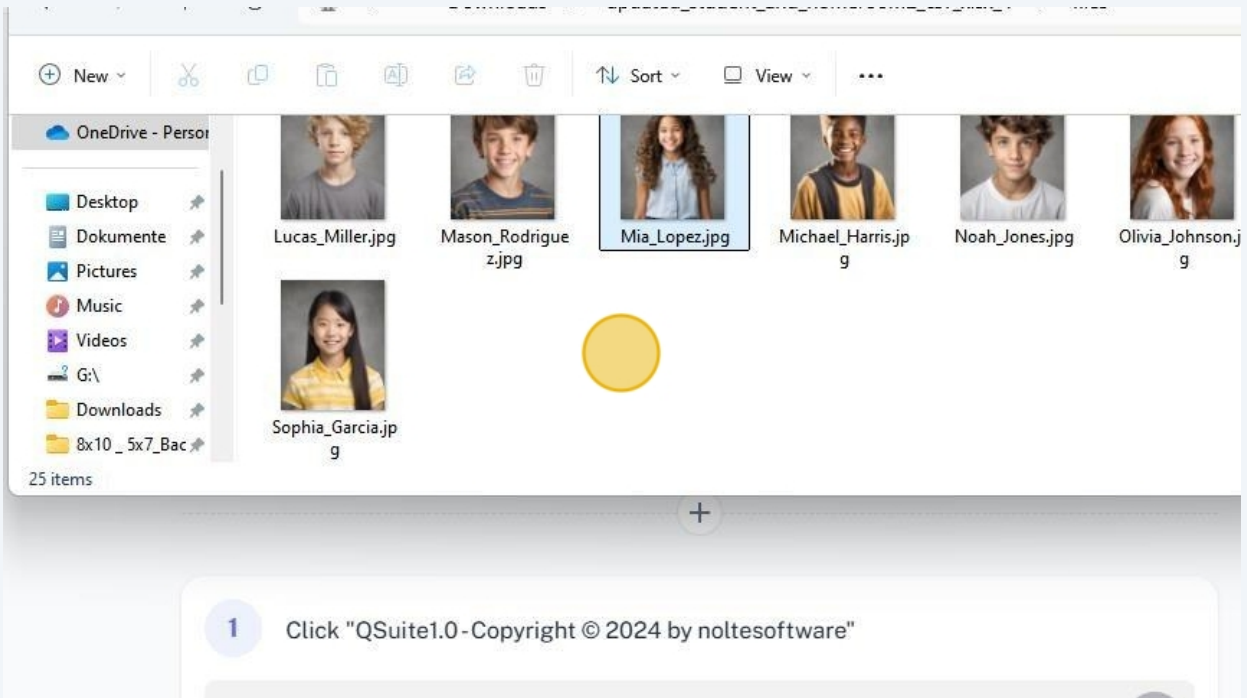
77

Now, click the student composite layer and drag and drop your student image files.



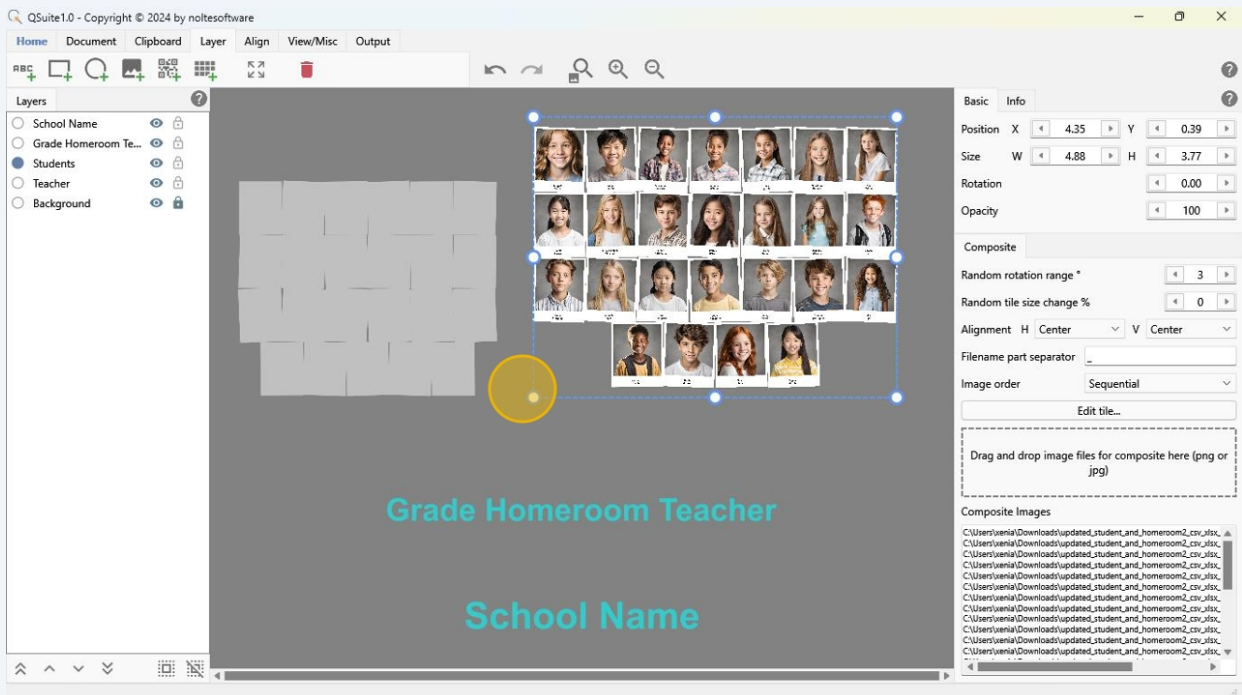
78

Ensure the file names have the structure `firstname_lastname` (e.g., `tim_brown.jpg`).



79

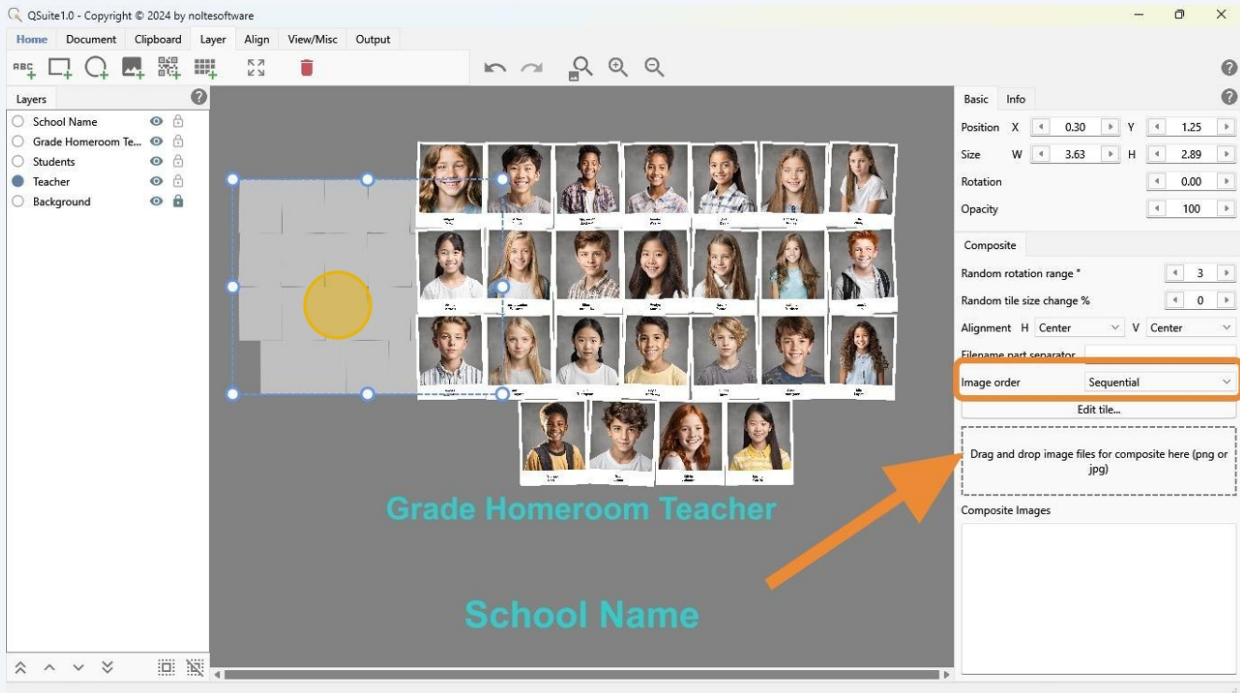
To position the student layer on the template, drag the edge of the layer.





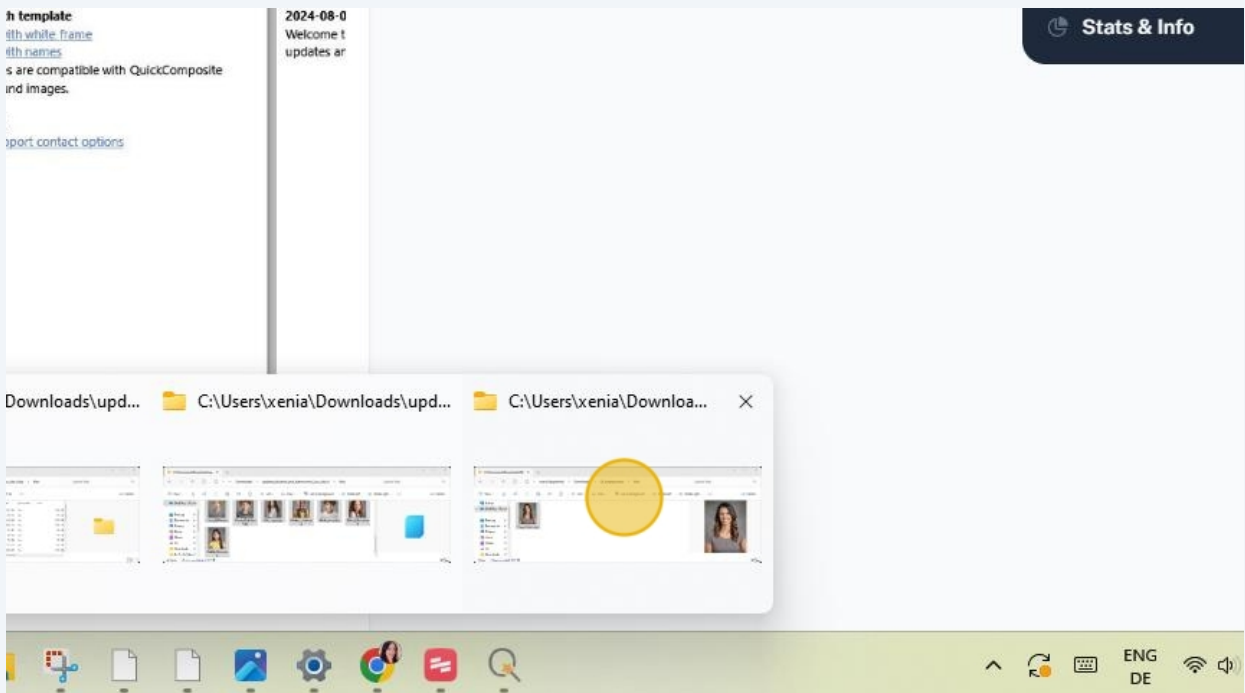
80

Now, select the teacher composite and drag and drop your teacher files. In case of multiple teachers, sort them in sequential order if needed under the drop-down menu for "Image order"

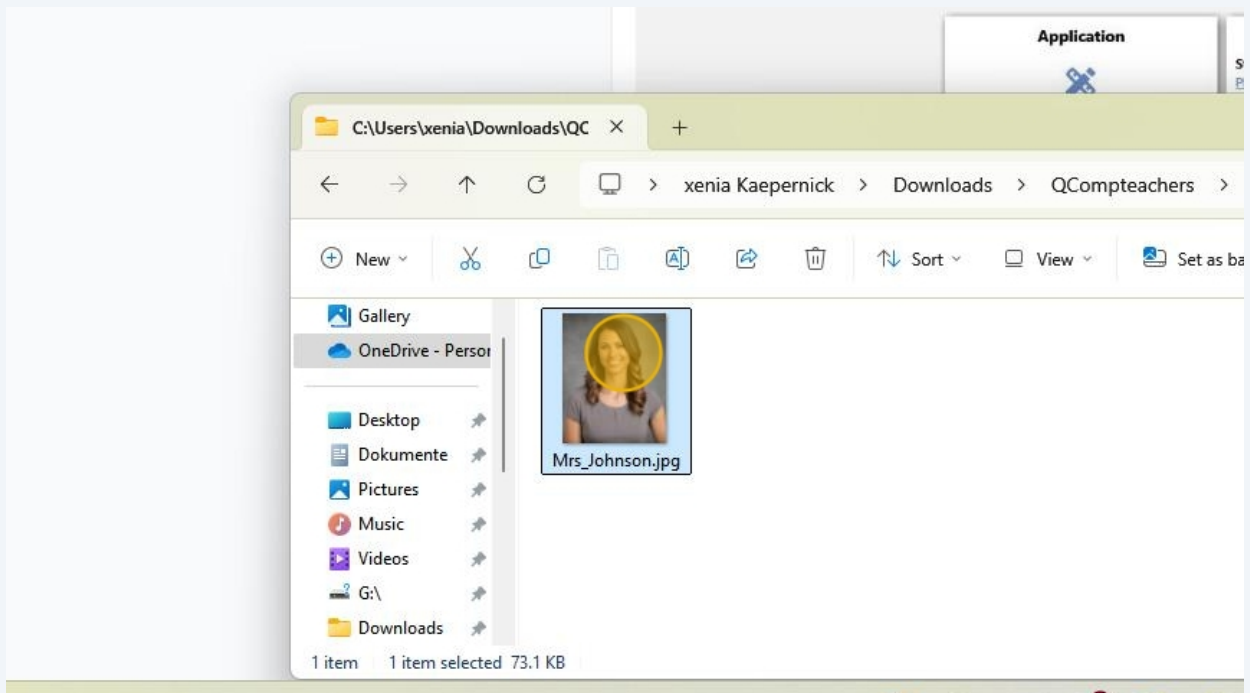


81

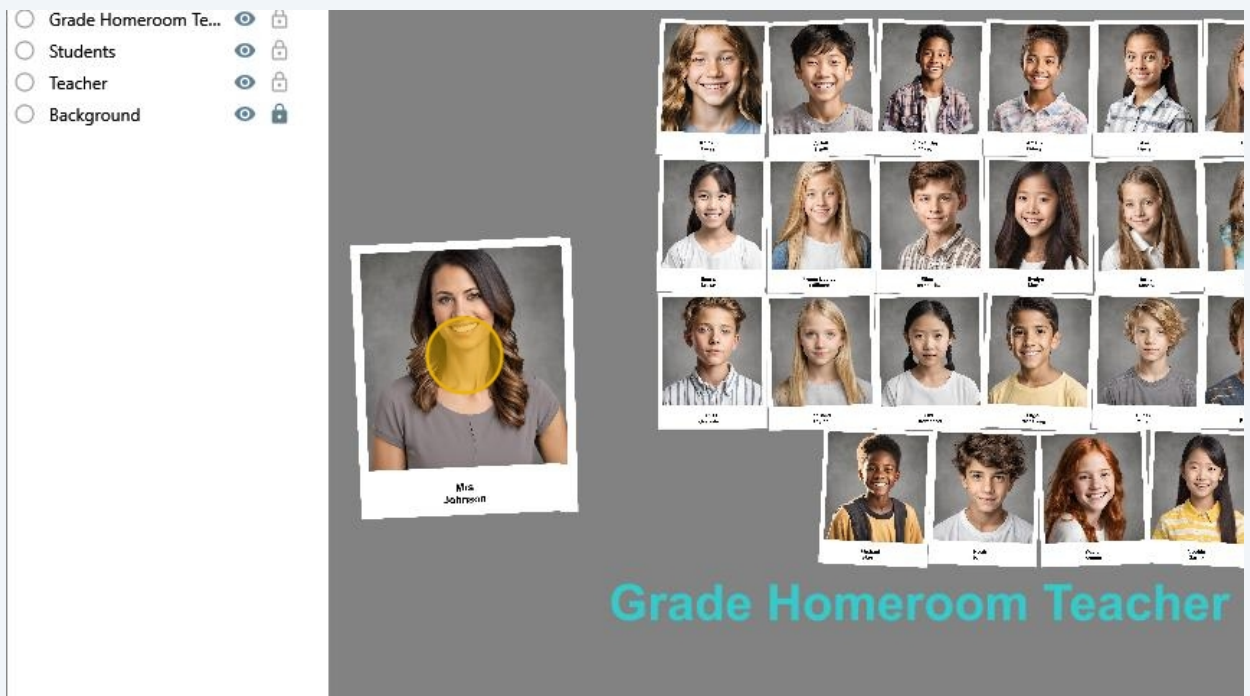
Click "C:\Users\xenia\Downloads\QCompteachers\files - File Explorer"



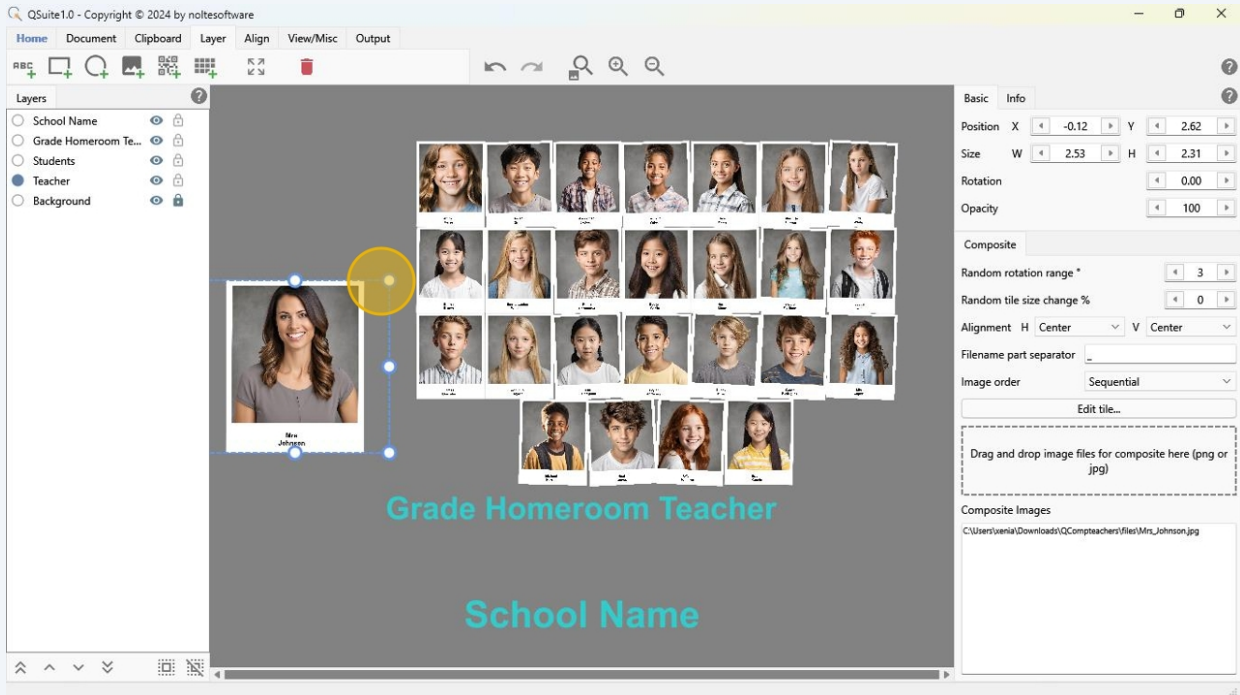
82 Ensure your teacher file(s) have the right file name structure.



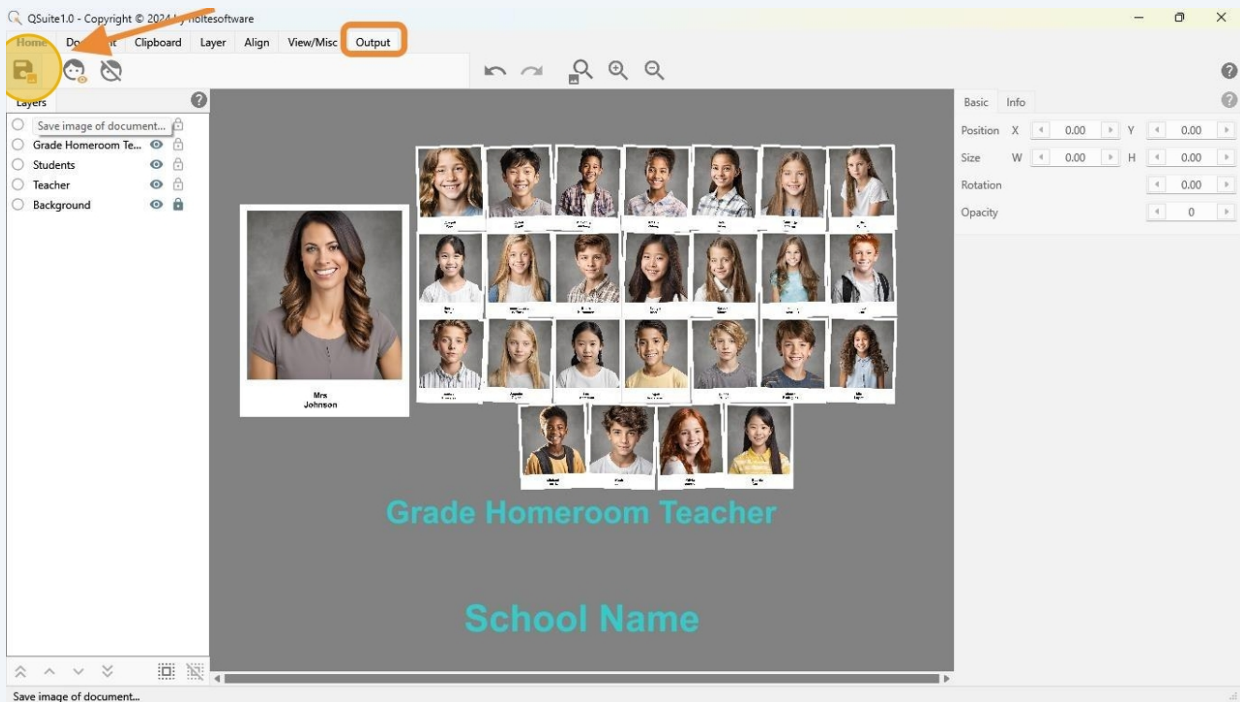
83 Click "QSuite1.0 - Copyright © 2024 by noltesoftware"



84 You're almost done! Adjust the composite layers if needed.



85 In case you have entered custom school, teacher, grade, (...) information, you can now click the Output tab, and then the "Save image of document".





86

In order to save your newly created QComposite template, click the Document tab and click the "Save document under a new file name" icon.

You've successfully created a QComposite template from scratch!

For your future projects, you can simply use in the app's Easy Mode, or, you can adjust it in the Standard application mode.

