

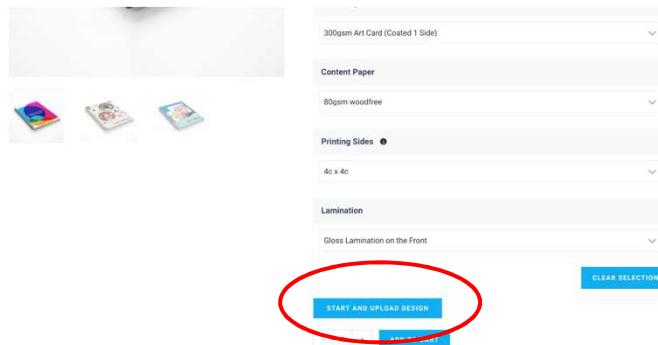
USER GUIDE FOR DESIGNING NAMECARDS



Innovating since 1951

DESIGN NAMECARD

- Click on the type of namecard you want. Then, click on **'Start and Upload Design'**.



300gsm Art Card (Coated 1 Side) ▼

Content Paper

80gsm woodfree ▼

Printing Sides ●

4c x 4c ▼

Lamination

Gloss Lamination on the Front ▼

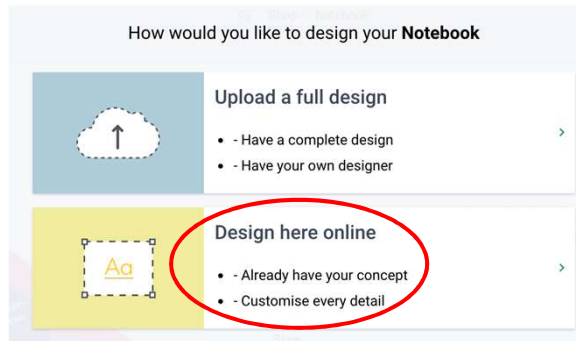
CLEAR SELECTION

START AND UPLOAD DESIGN

ADD TO CART

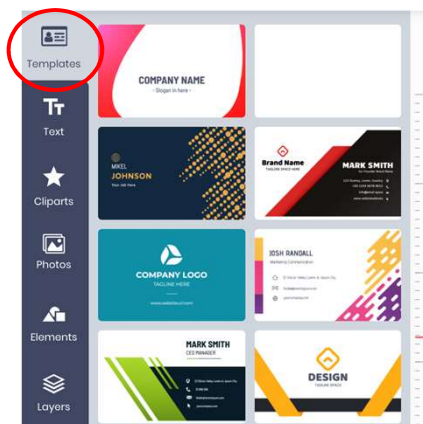
UPLOAD OR DESIGN

- If you have your own finished artwork, you can choose “Upload a full design”. If not, choose ‘Design here online’ to begin customizing your card.



CHOOSING YOUR TEMPLATE

- Click on the template icon in the sidebar.
- Click on the template you wish to use.
- You may either pick one of our **predesigned** templates or design your own product with a **blank** template.



CHANGING TEXT

- **Double-click** on the text you would like to change -> **Backspace** -> Type your desired text.

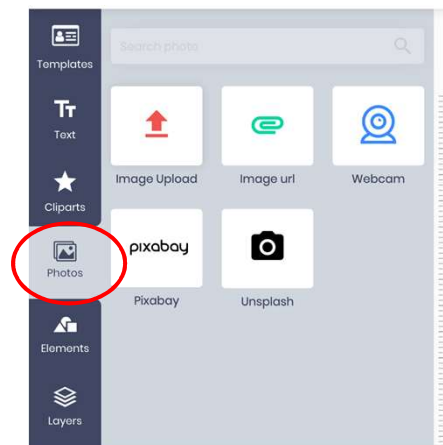
Change Font, Size and color here



Double click to change text

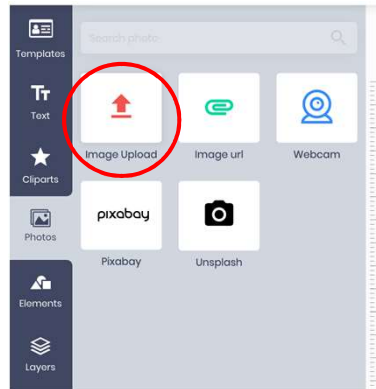
UPLOADING IMAGES

- Click on the **'Photos'** icon in the sidebar.
- You may choose to upload your images from the options: **image upload, image url, webcam, Pixabay, or Unsplash.**

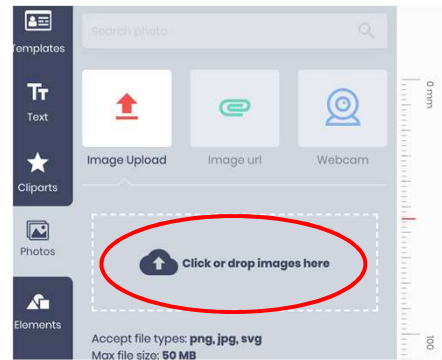


UPLOADING IMAGES: IMAGE UPLOAD

Step 1: Select 'Image Upload.'

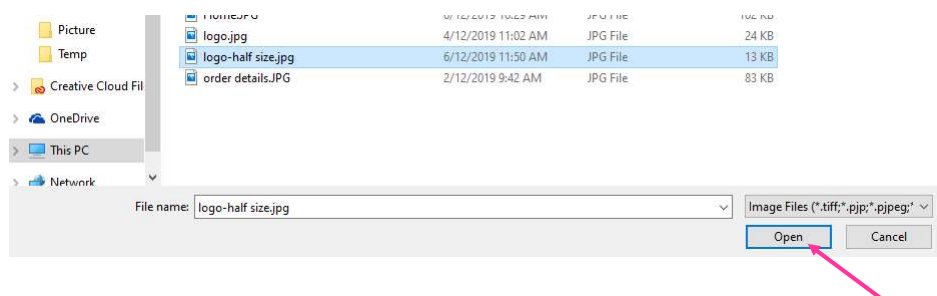


Step 2: Click on 'Click or drop images here.'



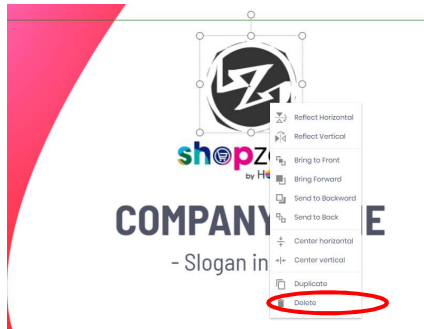
UPLOADING IMAGES: IMAGE UPLOAD

Step 3: Select your desired image -> Click on 'Open.'



UPLOADING IMAGES: IMAGE UPLOAD

Step 4: Right click to delete the existing logo

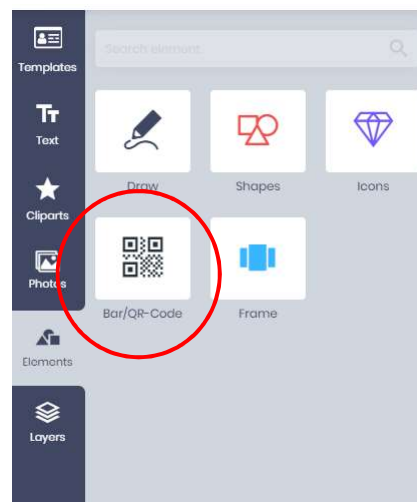


Step 5: Drag to adjust the logo



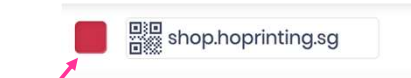
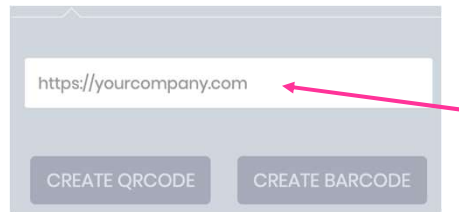
ADDING ELEMENTS: BAR/QR-CODE

- Go to Elements tab
- Select 'Bar/QR-Code.'



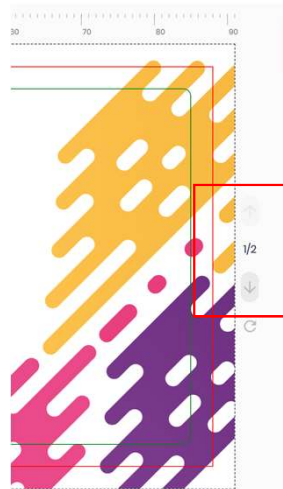
ADDING ELEMENTS: BAR/QR-CODE

- Enter the website that you want.
- Choose between 'Create QR-code' and 'Create Barcode.'



- Change the color of your bar/QR-code by clicking on the **colored box**.

DESIGNING DIFFERENT PAGES



- Use the up/down arrows to design the other side of the namecard.

SAMPLE OF DESIGNED PRODUCT

