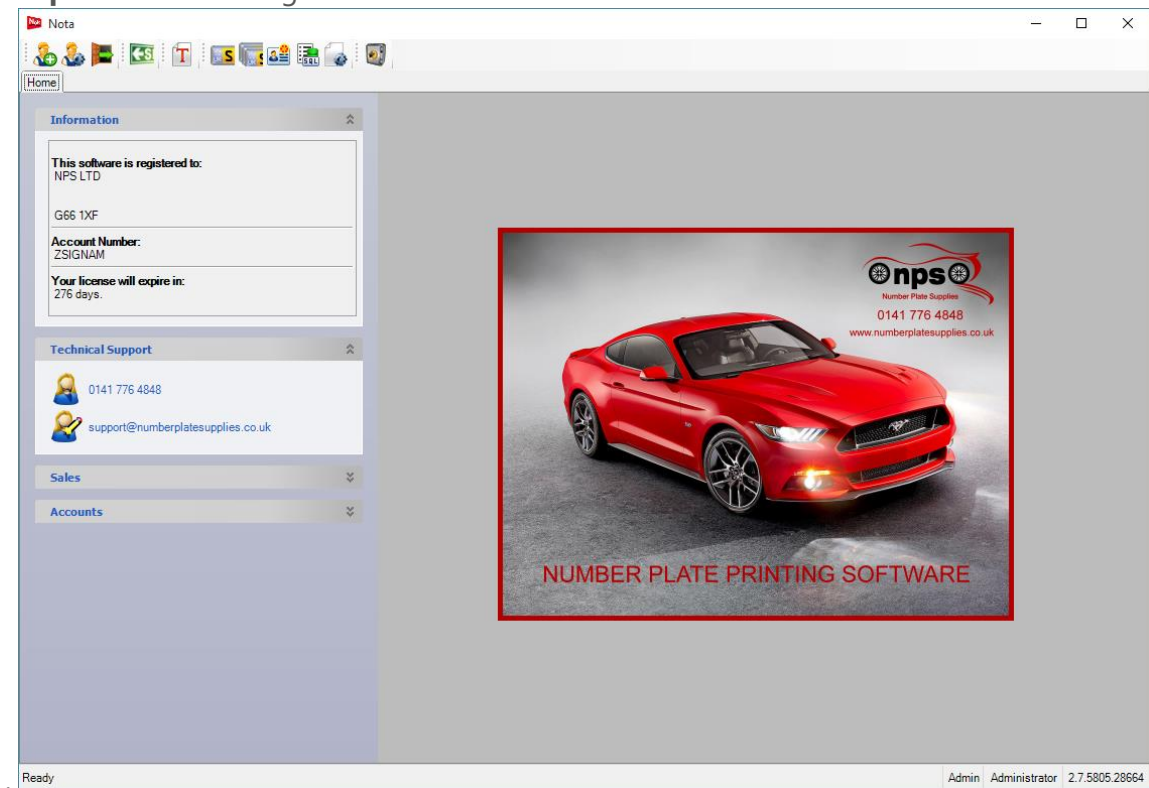


Recorded Steps

Create New Customer and Logo.

Steps

Step 1: Main Start Page.



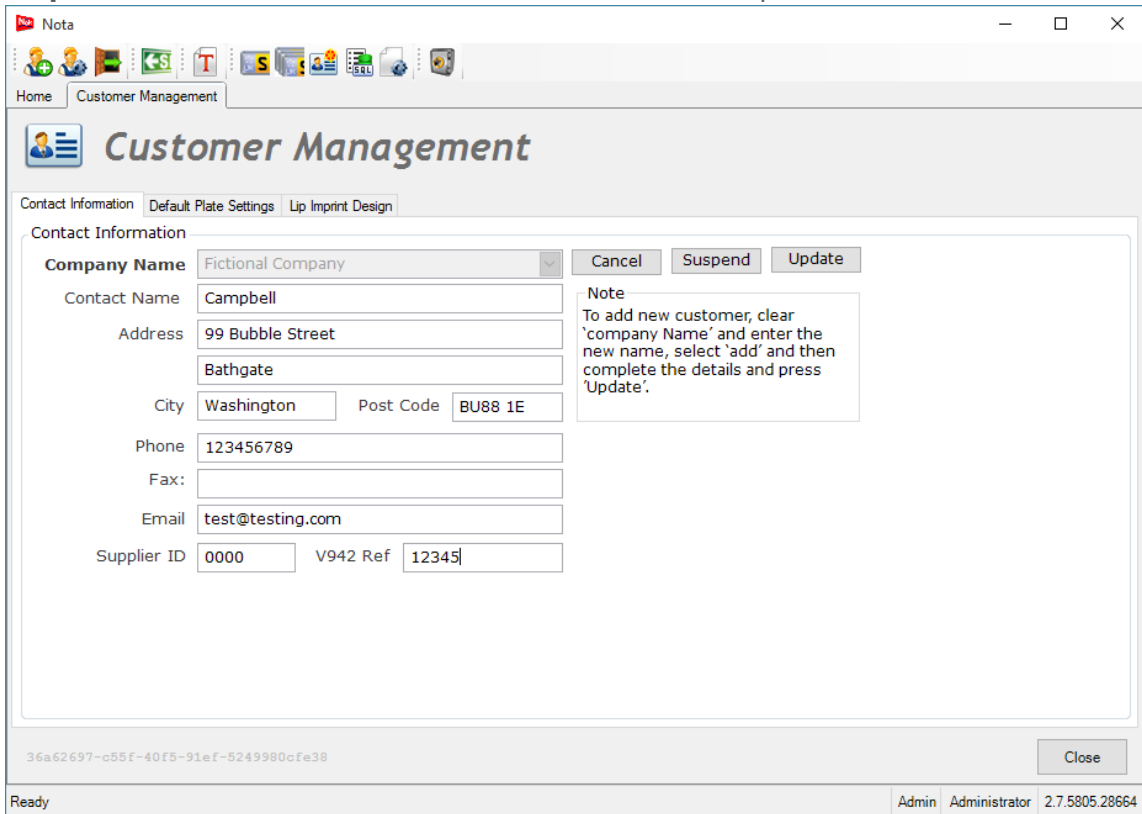
Step 2: Select Customer Management section.

The screenshot shows the 'Customer Management' window with the 'Contact Information' tab selected. The 'Company Name' dropdown menu is set to 'NPS LTD'. An 'Edit' button is visible next to the dropdown. A note box on the right side of the form reads: 'Note: To add new customer, clear 'company Name' and enter the new name, select 'add' and then complete the details and press 'Update'.' The form includes fields for Contact Name, Address, City, Post Code (G66 1XF), Phone, Fax, Email, Supplier ID (38970), and V942 Ref. A 'Close' button is located at the bottom right of the form area.

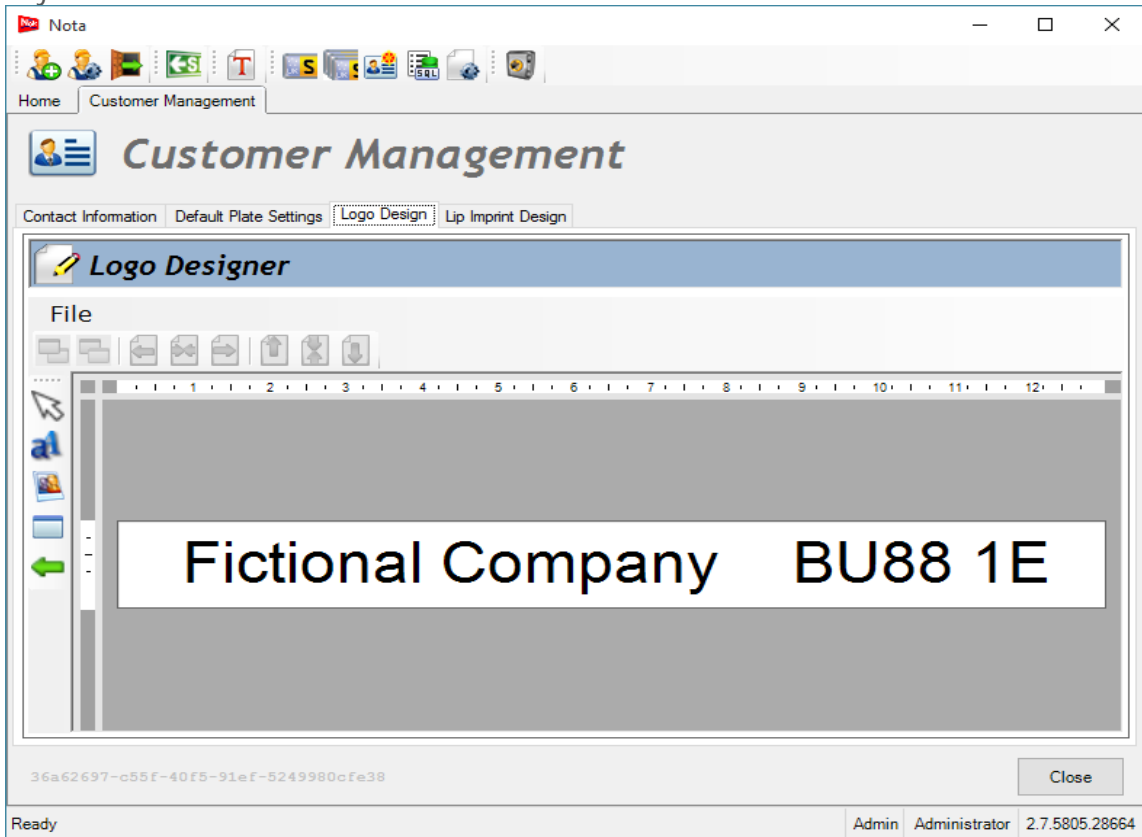
Step 3: Change company name as desired and click add button.

The screenshot shows the 'Customer Management' window with the 'Contact Information' tab selected. The 'Company Name' dropdown menu is now set to 'Fictional Company'. An 'Add' button is visible next to the dropdown. The note box on the right side of the form remains the same: 'Note: To add new customer, clear 'company Name' and enter the new name, select 'add' and then complete the details and press 'Update'.' The form fields for Contact Name, Address, City, Post Code, Phone, Fax, Email, Supplier ID, and V942 Ref are present. A 'Close' button is located at the bottom right of the form area.

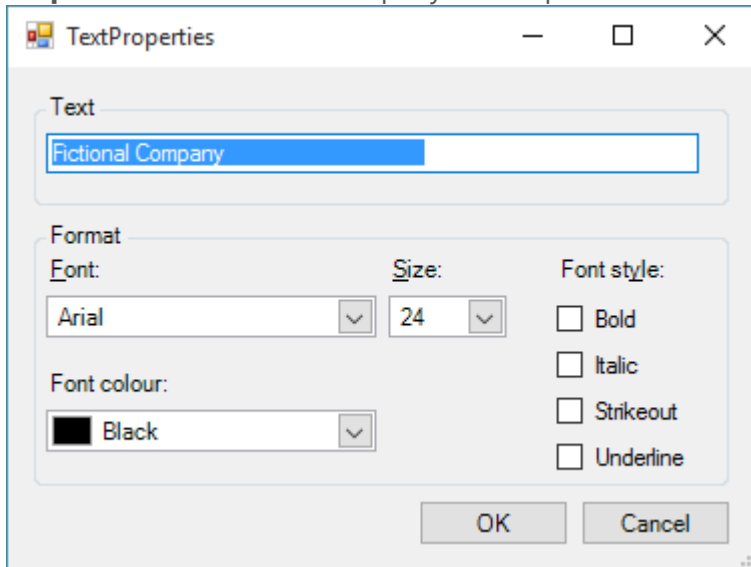
Step 4: You can now edit the rest of the details and click update.



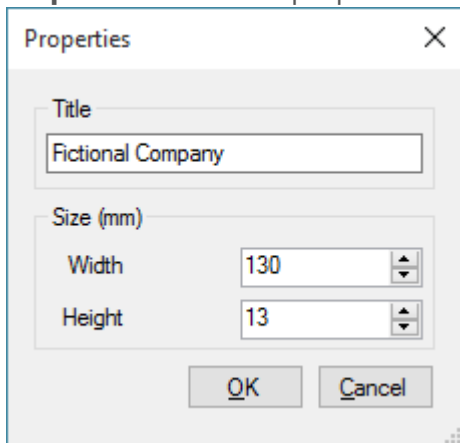
Step 5: Select Logo Design tab - click file then new to load in existing details and adjust.



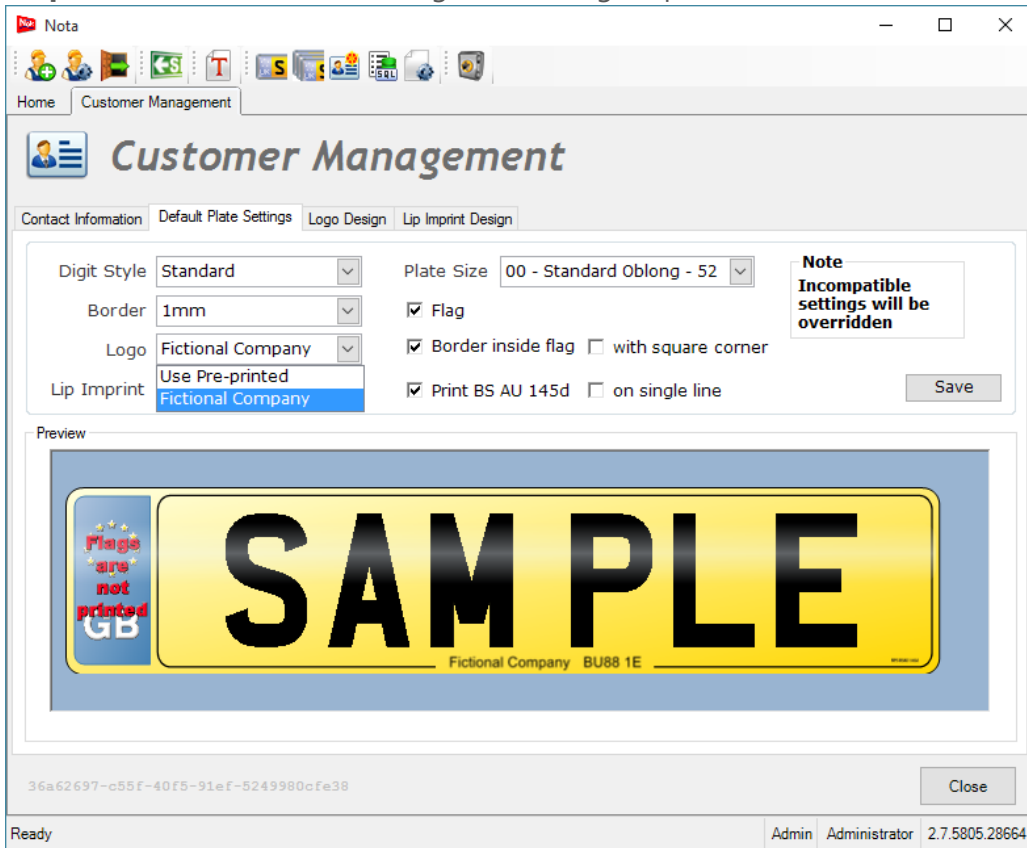
Step 6: Double click the company text or postcode text to change text or formatting.



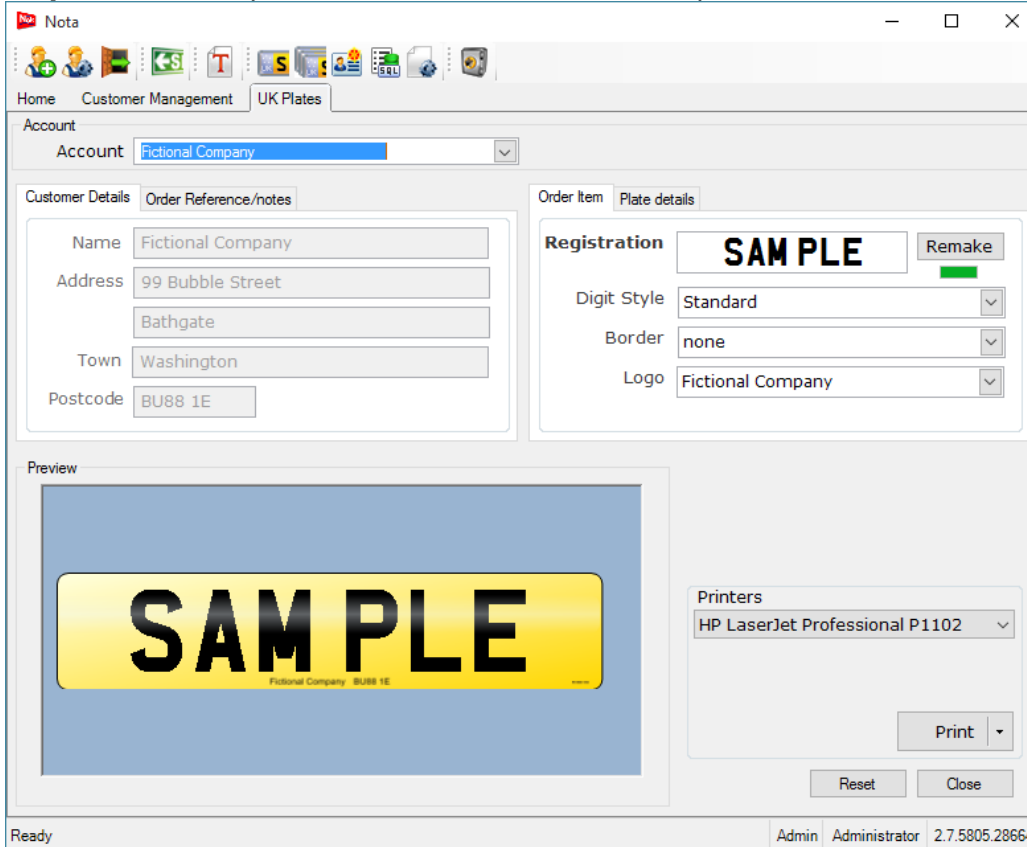
Step 7: Click file then properties to alter the text area or logo title.



Step 8: Click 'Default Plate Settings' and configure plate as desired then click save.



Step 9: Select UK plates section and select the required account.



Step 10: Configure plate details, select printer and print.

Nota

Home Customer Management UK Plates

Account: Fictional Company

Customer Details: Name: Fictional Company, Address: 99 Bubble Street, Bathgate, Washington, BU88 1E

Order Item / Plate details: 1st Plate Size: 02 - Std. Motorcycle 2, 2nd Plate Size: 00 - Standard Oblong, 3rd Plate Size: 00 - Standard Oblong. NB: Incompatible settings will be overridden. Print BS AU 145d checked.

Preview: SAMPLE, Fictional Company BU88 1E

Printers: HP LaserJet Professional P1102

Print, Reset, Close

Ready Admin Administrator 2.7.5805.28664