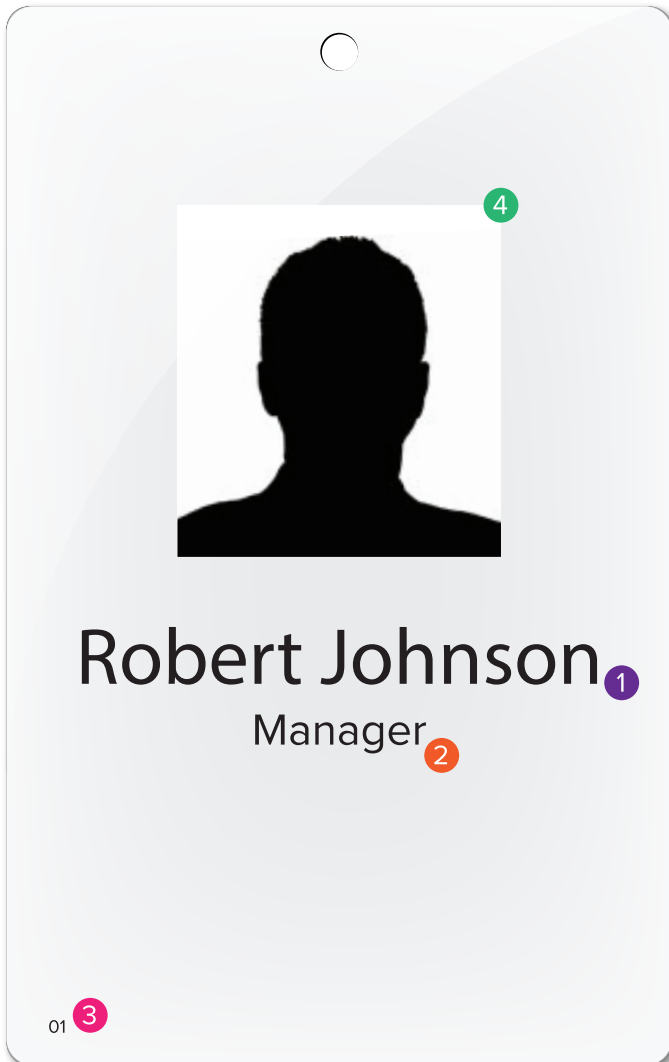


First example



- **PERSONALIZATION OF NAMES AND LAST NAMES**

The initial letters of the first and last names are capitalized, while the rest of the letters are lowercase.

- **PERSONALIZATION OF POSITION**

The initial letter of the position is capitalized, while the rest are lowercase.

- **PERSONALIZATION OF CONTROL NUMBER**

The number personalization is two digits and starts with the number 01.

- **PERSONALIZATION OF IMAGE**

The image in this example is identified in the Excel table as **"robert johnson.jpg"**. The images you send in a separate folder must be named exactly the same as in the Excel table in the image column. Therefore, in this example, **"robert johnson.jpg"**.



robert johnson.jpg

- Send images in jpg or jpeg format, with a required resolution of 300 dpi.

	A	B	C	D
1	Name and surname	Position	Control number	Image
2	Robert Johnson	Manager	01	robert johnson.jpg
3	John Doe	Sales	02	john doe.jpg
4	Mary Johnson	Designer	03	mary johnson.jpg
5	David Miller	CEO	04	david miller.jpg
6	Sarah Smith	Sales	05	sarah smith.jpg



NUMBERING IS MANDATORY ON ALL PERSONALIZED ACCREDITATIONS

*The provided examples are just a demonstration of how you should create a database, variable data depends solely on your needs.

Second example



- **PERSONALIZATION OF NAMES**

All letters in the "First Name" column are capitalized.

- **PERSONALIZATION OF LAST NAMES**

All letters in the "Last Name" column are capitalized.

- **PERSONALIZATION OF COMPANY**

The initial letters in the "Company" column are capitalized, while the rest of the letters are lowercase.

- **PERSONALIZATION OF IMAGE**

The image in this example is identified in the Excel table as "001.jpg". The images you send in a separate folder must be named identically as in the Excel table in the image column. So, in this example, "001.jpg".



001.jpg

- Send images in .jpg or .jpeg format, with a required resolution of 300 dpi.

- **PERSONALIZATION OF CONTROL NUMBER**

The number personalization is three digits and starts with the number 001.

	A	B	C	D	E
1	Name	Surname	COMPANY	Image	Control number
2	ROBERT	JOHNSON	Johnson inc.	001.jpg	001
3	JOHN	DOE	SynthTech inc.	002.jpg	002
4	MARY	JOHNSON	Nova inc.	003.jpg	003
5	DAVID	MILLER	Astra Byte inc.	004.jpg	004
6	SARAH	SMITH	ZephyrSoft inc.	005.jpg	005



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Third example



- **PERSONALIZATION OF NAMES**
All letters in the "First Name" column are capitalized.
- **PERSONALIZATION OF LAST NAMES**
All letters in the "Last Name" column are capitalized.
- **PERSONALIZATION OF COMPANY - 1ST ROW**
All letters in the "Company - 1st Row" column are capitalized.
- **PERSONALIZATION OF COMPANY - 2ND ROW**
The letters in the "Company - 2nd Row" column have different sizes.
- **PERSONALIZATION OF CONTROL NUMBER**
The number personalization is four digits and starts with the number 0001.

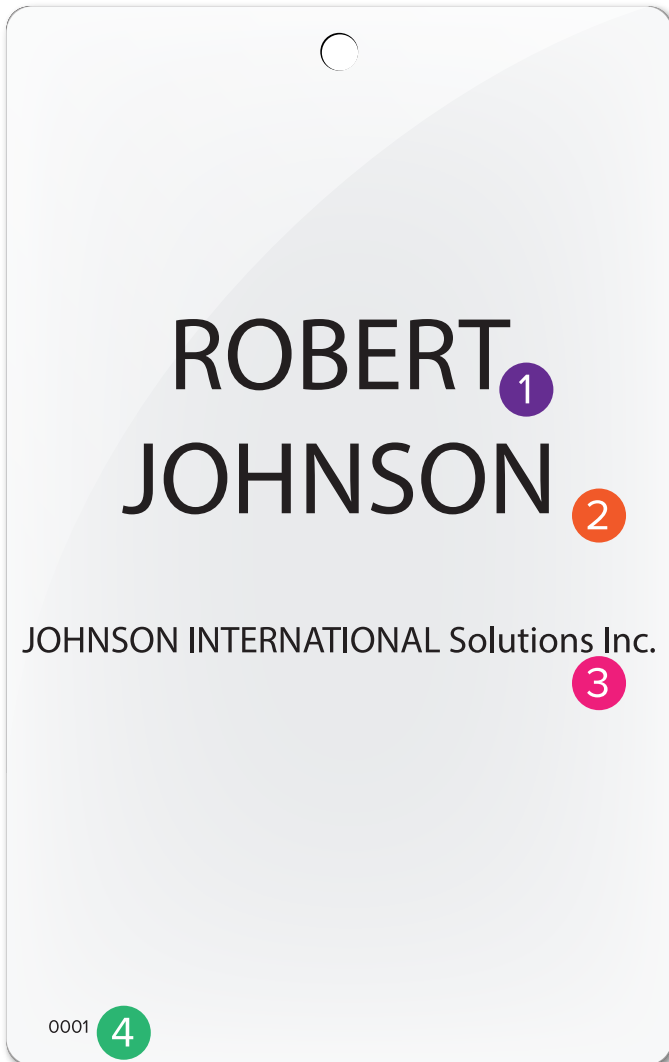
	A	B	C	D	E
1	Name 1	Surname 2	COMPANY - 1ST ROW 3	COMPANY - 2ND ROW 4	Control num 5
2	ROBERT	JOHNSON	JOHNSON INTERNATIONAL	Solutions Inc.	001
3	JOHN	DOE	SYNTH TECH ADVANCED	Innovations Inc.	002
4	MARY	JOHNSON	NOVA GLOBE TECHNOLOGY	Solutions Inc.	003
5	DAVID	MILLER	ASTRA BYTE INFORMATION	Solutions Inc.	004
6	SARAH	SMITH	ZEPHYR SOFT GLOBAL	Technologies Inc.	005



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Example of correcting the database in case of a larger font EXAMPLE 1



PERSONALIZATION OF COMPANY IN A SINGLE ROW

You want the company personalization to be in a single row, but some company names are significantly larger than others. In this case, we have the option to **automatically reduce the font size** during personalization to fit the entire company name on the accreditation.

FONTS

If you want the personalization to be done in a specific font, you are required to provide it to us. Please note that certain fonts do not have some special characters.



NOTE

In such cases, it is necessary to adjust the database so that the names are in a single column. If the names are very long, they will appear very small on the accreditation. If this solution does not suit you, please refer to **Example 2**.

	A	B	C	D
1	Name 1	Surname 2	COMPANY 3	Control num 4
2	ROBERT	JOHNSON	JOHNSON INTERNATIONAL Solutions Inc.	001
3	JOHN	DOE	SYNTH TECH ADVANCED Innovations Inc.	002
4	MARY	JOHNSON	NOVA GLOBE TECHNOLOGY Solutions Inc.	003
5	DAVID	MILLER	ASTRA BYTE INFORMATION Solutions Inc.	004
6	SARAH	SMITH	ZEPHYR SOFT GLOBAL Technologies Inc.	005



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Example of correcting the database in case of a larger font EXAMPLE 2

PERSONALIZATION OF COMPANY IN TWO ROWS

Some company names are significantly larger than others. In this case, it is necessary to adjust the database so that certain company names are divided into two columns.

You have two options for correcting the database:

- First: You can correct the database yourself.
- Second: We can correct the database for you for an additional fee.

FONTS

If you want the personalization to be done in a specific font, you are required to provide it to us. Please note that certain fonts do not have some special characters.



NOTE

If the names are very long, they will appear very small on the accreditation.

	A	B	C	D	E
1	Name 1	Surname 2	COMPANY - 1ST ROW 3	COMPANY - 2ND ROW 4	Control number 5
2	ROBERT	JOHNSON	JOHNSON INTERNATIONAL	Solutions Inc.	001
3	JOHN	DOE	SYNTH TECH ADVANCED	Innovations Inc.	002
4	MARY	JOHNSON	NOVA GLOBE TECHNOLOGY	Solutions Inc.	003
5	DAVID	MILLER	ASTRA BYTE INFORMATION	Solutions Inc.	004
6	SARAH	SMITH	ZEPHYR SOFT GLOBAL	Technologies Inc.	005



NUMBERING IS MANDATORY ON ALL PERSONALIZED ACCREDITATIONS

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