Installation & Usage Quick Guide

Support:

http://www.camdevelopment.com/support.htm

Under "Support Resources by Product", select "Print Designer GOLD" for FAQs.

If you need further assistance, select "Contact Us".

Title the subject line as "Print Designer GOLD – *peka* edition".

Installation:

1. To download the program, visit our website at www.pekamemorialcards.com. Select **Peka Print** from the main navigation bar & click the button **[Download peka Print GOLD 12]**.

2. Follow the instructions on the screen to complete the installation.

3. Upon completion of installation, the following icon will appear on your desktop: **peka Print**

4. After installation of the program is complete, it is a good idea to go back to the *peka*Print web page and download/print the "Usage Instructions" pdf for your reference.

"Try before you Buy":

1. Doubleclick the **peka Print** icon on your desktop to open program.

2. Upon first use, choose **[Use Trial]**. This is a FREE 15 day trial offer. *A watermark will appear on your printed matter.*

3. If you choose to purchase the software, please contact our office via telephone (440-888-7940) or email (info@pekacards.com) for price and licensing agreement.

4. Once you have your license, choose **[Enter License]**.

5. Enter Name as "PekaPrint" & enter your unique license ID. *This ID will work up to two computers.* Click **[Next>>]**.

6. Select bubble "I certify that the license information…", then choose **[Finish]**. You will be prompted to restart the program to use your new licensed software.

Using the Program:

1. Choose "Create a new design…" or one of the other options, then click **[Next]**.

2. Select proper layout for your project (eg: *peka* 8-up print with right tab)

   • Select **[Blank]**. *One blank card will appear at this time.*

     OR

   • Select **[Use template]**. Select template from *peka* choices. Click **[Next]** > **[Next]**. *One card will appear at this time.*

To add your own text:

1. From "Quick Tools" panel (left margin) choose **[Add Text]**.

2. Text Properties box will pop up. Add your text & click **[OK]**. *You will be able to adjust text properties later.*

3. A text box will appear on the card.

4. Using "Property Editor" panel (right margin) you can now edit your text. *You may need to delete the word "Text" before you start.*

5. To change font, size, color, attributes (bold, italic, etc) & alignment, highlight the portion of text you would like to change in the "Property Editor" panel (right margin) & make desired adjustments.

6. Adjust the size of the text box and/or the font size to fit within card.

7. Text box can be moved manually, or use the Alignment buttons under "Quick Tools" panel (left column).

8. *Note: For items to print correctly, all materials must stay within the red border. This border is for your reference only, and will not be printed.*

To insert pre-loaded prayers:

1. From "Quick Tools" panel (left margin) choose **[Add Text]**, then **[OK]** on Text Properties window.

2. Using "Property Editor" panel (right margin), click on **[Insert]**.

3. Select **Single Text Item from Texts Database**.

4. Select the prayer you wish to use, then click **[OK]**.

5. You may need to delete the word "Text" from the beginning of the text box in the "Property Editor" panel (right margin).

6. To change font, size, color, attributes (bold, italic, etc), & alignment, highlight the portion of text you would like to change in the "Property Editor" panel (right margin) & make desired adjustments.

7. Adjust the size of the text box and/or the font size to fit within card.

8. *Note: For items to print correctly, all materials must stay within the red border. This border is for your reference only, and will not be printed.*

9. *Note: You may edit the text within the "Property Editor" panel (right margin) text box, but any changes will not be saved in the "My Texts" database.*

To save a prayer or text:

1. From "Quick Tools" panel (left margin), select **[Personal Databases]**.

2. Click **[+]** button.

3. Enter text in blank text box on the right.

4. Click **[OK]**. Your text will be saved in "My Texts" database, and you will be returned to the template.

To edit a preloaded or saved text:

1. From "Quick Tools" panel (left margin), select **[Personal Databases]**.
2. Select text/prayer you wish to edit.
3. Make changes to text.
4. Click **[OK]**. Your new text will be saved and you will be returned to the template.
5. *Note: If you edit a prayer in the "Personal Databases" window after you've already inserted prayer onto card, you will need to re-insert prayer for change to take effect.*

To insert picture:

1. From "Quick Tools" panel (left margin), select **[Add Picture]**.
2. Select picture from file directory, then **[OK]**.
3. To edit the photo, select **[Picture]** from "Property Editor" panel (right margin).
4. Use "**Effect**" dropdown menu to choose your desired effect (eg: Crop, Mirror, etc.)
5. Make desired adjustment(s), then click **[Apply Effect]** > **[OK]**.

To insert picture in a shape:

1. Select **[Add Shape]**, choose your desired shape, then click **[OK]**. Shape will appear on card. *You will need to resize and reshape it to your need.*
2. Using "Property Editor" panel (right margin), click **[Effects]** tab, then select **Texture Fill** bubble.
3. Select picture from file directory. Click **[OK]**. *Picture will probably look distorted at this point.*
4. Using "Property Editor" panel (right margin) you will use the "**Offset X**", "**Offset Y**" and "**Zoom**" scales to adjust how picture will appear within the shape.
5. The shape's outline and shadow can be added or deleted using the additional property effects.
6. To edit the photo, select **[Texture]** from "Property Editor" panel (right margin).
7. Use "**Effect**" dropdown menu to choose your desired effect (eg: Crop, Mirror, etc.)
8. Make desired adjustment(s), then click **[Apply Effect]** > **[OK]**.
9. *Note: If you resize the shape or edit the photo after Offset & Zoom adjustments have been made, you will need to re-adjust these numbers to correctly fit image in shape.*

Printing:

It is always best to print one sheet and check it for correct placement. You can then make adjustments as needed before printing multiple copies.

1. Select "**Print**" from main tool bar.

2. Under "**Elements to print**", "*Multiple pages of elements*" should be selected.

3. Under "**Quantity to print**", choose the number of pages to print.

4. **[Printer Setup]**

   • For 8-up cards, 4-up bookmarks and 1-up service folders, set Orientation to *Landscape*. Click **[OK]**.

   • For 2-up folders, set Orientation to *Portrait*. Click **[OK]**.

5. **[OK]**.

Saving your layout:

From main toolbar, select **Save As** > *(name your work)* > **[Save]**