

# Conference Card Creator



## Easy design and production of conference and event badges in house

Conference Card Creator is all the software you need to design and create professional paper conference badges on a PC in conjunction with a standard inkjet or laser printer. Badge inserts can be produced in a large variety of sizes to fit IDentilam card holders and wallets.



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## How it works



**Set up database:** All database fields can be user defined. Data can be either imported from an existing database or spreadsheet in CSV format, or inputted manually. The software allows you to sort your data by category, alphabetically or by registration number.

**Design your badge:** Select a template and simply add content such as logos, backgrounds, graphics (which can be auto-generated from database text), barcodes (for tracking attendance, when used in conjunction with our Badge & Track module) and database fields. Badges can be colour-coded (for example, for different types of delegate or access area.)

**Print your badge inserts:** A4 perforated sheets are available from IDentilam for printing via a standard inkjet or laser printer. Either single badges or full sheets can be printed. The paper badges are then ready to detach and insert into the appropriate card holders or wallets. Badges may be pre-printed or, if you have a printer onsite, produced live on the day.

**Transport and distribution:** The Card Caddy from IDentilam is ideal for storing badges alphabetically, as well as transportation and distribution.

**Search & report:** Conference Card Creator allows full search and analysis of records, database content and cards printed, and statistical data can also be displayed graphically. You can configure your own reports if you wish, and reports can be exported to standard Windows formats.

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## What Conference Card Creator includes

Conference Card Creator is sold as licensed software. It comes with an easy-to-follow operation manual giving comprehensive instructions and screen illustrations explaining how to use the system.

We recommend that you take advantage of our training services, either at Faygate or your own offices, to benefit from clear instruction on all aspects of the software. This can include installation of the software onto your own PC or laptop and entitles you to full support by telephone for the first 30 days.

If you opt not to have training then we will send you a CD and security device with installation instructions for loading the software onto your PC, together with the operation manual.



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## What you will also need

### Consumables:

- an initial supply of perforated A4 sheets and the appropriate accessories, such as conference card holders, clips and/or lanyards. These are all available to purchase from IDentilam.

### System requirements:

- a PC or laptop running XP, Vista or Windows 7
- 1 GHz processor or higher recommended
- 1GB RAM or higher
- 50MB storage
- Screen at least 800 x 600 resolution
- CD ROM
- sufficient USB ports for printers and barcode readers
- A4 paper printer with a Windows driver

*If you are in any doubt as to whether your PC is suitable, please call us for advice.*

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## Support

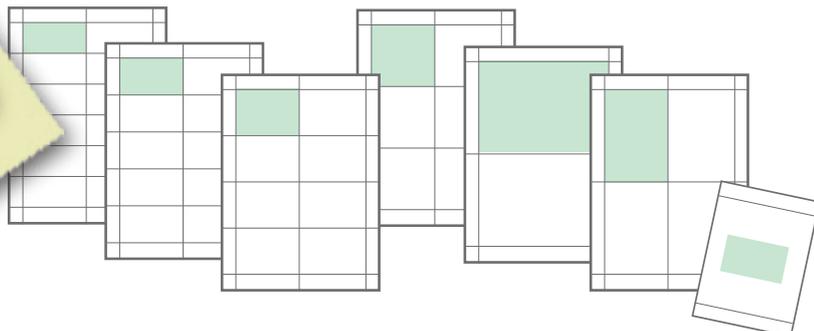
The Conference Card Creator annual support agreement includes a telephone helpline and free of charge software upgrades to ensure you are running the current version of the software with all the latest features.

In addition to technical support, our bureau facilities are also available where we can offer last minute assistance with card production, help cater for large volume issues or provide the option of hiring barcode readers for accreditation or tracking purposes.

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## A4 perforated sheets

See the Perforated Inserts Sheets datasheet for the full details of sizes and colours available.



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**Call us to discuss your requirements.**