
PWS PartsWatch Add a Custom Logo to the Statement Form How-To Document

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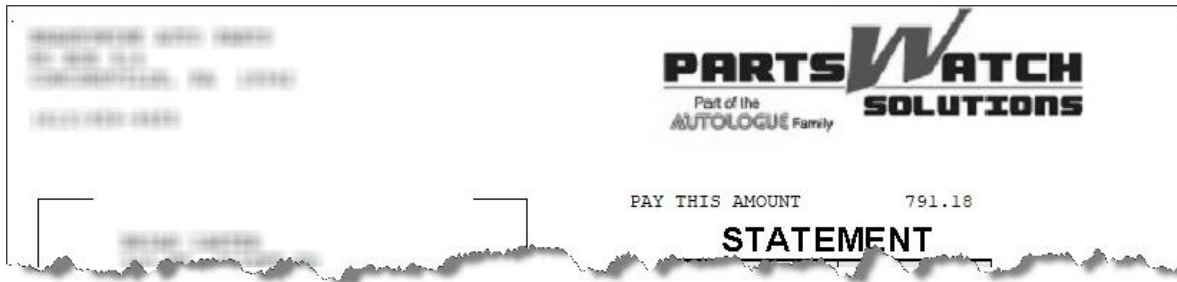
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HOW TO ADD A CUSTOM LOGO TO THE STATEMENT FORM

To add a custom logo to a statement, save the graphic as a .jpg with a size somewhere around than 300 X 100 pixels. The larger the graphic, the larger it will be on the form.

Using this example of a .jpg sized 306 x 103 pixels:

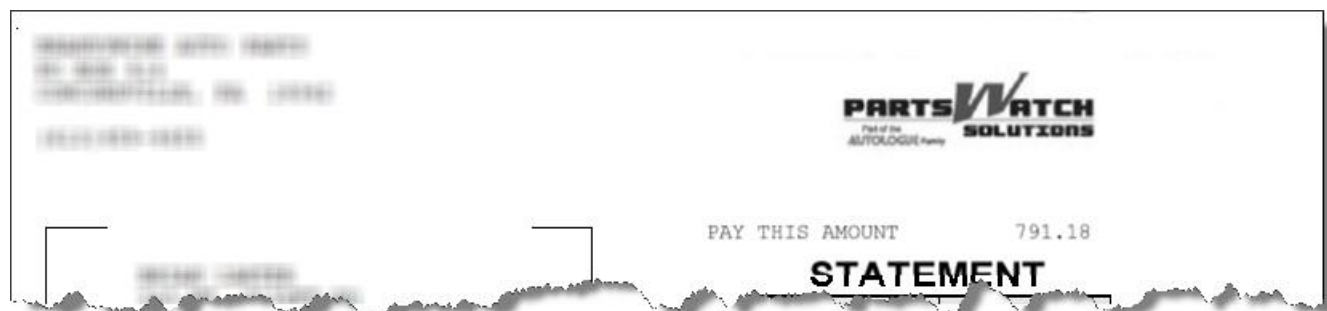
The logo will appear on the statement like this:



The logo displays just below the upper edge of the paper.

If you add white space and reduce the logo size, in this example, the .jpg which is still sized 306 x 139 pixels:

The logo will appear on the statement as follows:



The logo must be saved as a .jpg named exactly as: **LogoStatement**.

Using File Explorer, save the **LogoStatement.jpg** to the Partswatch\Overlays\IC folder:

Menu Path: Local Disk (C:), Program Files (x86), PartsWatch Solutions, PartsWatch, Overlays, IC

 > This PC > Local Disk (C:) > Program Files (x86) > PartsWatch Solutions > PartsWatch > Overlays > IC

The image must be added in the IC folder for every PC printing statements.

To test the statement, open the Main Account Entry screen from the Customers, Accounts, Account Main menu or press the F4 button.

- Select a commercial customer with a balance due.
- Press the STATEMENT button on the button of the screen.
- MAIL prints the statement or check PREVIEW to view the statement without printing.

If necessary, adjust the logo, re-save it with the exact same name and replace the one in the IC folder and then output the statement again.