



Creating Logo and Signature Files for vPad

Record Manager introduced the ability to add logos and signatures to a PDF printed test reports in version 1.50.1. The logo and signature files are JPG format files and must be of a reasonable size and ratio to fit on the page correctly, and need to be of sufficient resolution. So, how do we go about creating these files?

Logo Files

You may already have a logo file in JPG format and it may or may not be suitable for use with the PDF output. The logo may be placed at the top left or right hand corner of the report, and is expected to fit in an area of about 1.5 inches by 0.8 inches. If your JPG is not the correct size, you can use Microsoft Photo Editor to Resize it to approximately the correct size, but remember that the original image will have a specific resolution (in dots per inch, DPI) and reducing the size may simply make the image lose so much definition that it is unusable. So in this instance, what do we do?

Making the JPG logo file is best done using a vector graphics program such as Adobe Illustrator or Corel Draw. When your logo was originally created, it was probably done in a vector graphics format. If so, you should have access to a file with an AI, CDR or EPS extension. Open one of these files and select the complete logo. Resize it to a width of 1.5 - 3 inches, and edit the image if necessary, to correct for any parts that did not resize as expected. Now, save the file (usually it will need to be Exported) in a JPG format, in a medium quality and 150 pixels per inch. This file may still be a bit large (25kb+), and have some properties that will need correction. Open this file in Microsoft Photo Editor, resize it to 1.5 inches wide and re-save it. The file will now be less than 20kb, and should work well with the Record Manager.

What if you don't have a vector graphic version of your logo? Creating your JPG file can also be done using your printed letterhead and a scanner. Scan your letterhead to a PDF file and open it with a bitmap editing program. Crop the logo image in the

PDF file, rotate as necessary, and save

the result in a JPG format. Programs that have been proven to work are Corel Draw (edit bitmap format), Corel Photo-Paint and Photoshop.

Other programs may also be suitable if they can handle the PDF scan of the page. The saved file may now be opened in Microsoft Photo Editor, resized, and re-saved to 'fix' the properties and reduce the file size.

The final file should be named logo.jpg

Signature Files

Signature JPG files can be created using the same, scanner method described above. Simply place your signature on a clean, white sheet of paper using a good quality pen. Try to ensure the signature has good contrast (use black ink) and the lines are good and solid (some ball point pens are quite blotchy). Scan the signature, then follow the process above to create the signature.jpg file.

The final file should be named signature.jpg

Transfer the Files

The new signature and logo JPG files can be transferred to the Datrend\Photos folder on the tablet, using the USB drive or Bluetooth file sharing. If using Bluetooth, archive or delete any original logo or signature JPG files before transferring the new files over.



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