

What is Oki Template Manager?

The Oki Template Manager utility comes free with most OKI printers.

This invaluable software speeds up the process of creating and printing high quality banners, business cards, ID cards and labels and much more.

Template Manager is designed so that OKI media, OKI templates and OKI printers all work together – in harmony - to produce perfect results every time – so your business will avoid frustrating wastage, and quickly produce professional quality print outs.

- **It's easy to use**, making designing and printing complex documents such as banners, labels and business cards simple.
- **It allows document control** within an organisation as one person can design a document, protect areas of it from editing and distribute the document, thus allowing other users to only change and tailor specific areas.
- **It Ensures the print process is error free**, with a dialogue box directing the user to the correct tray for media insertion.

TEMPLATE MANAGER HAS TWO MODES ...

DESIGN MODE

Design mode enables users to create templates such as business cards, banners and labels and protect areas of the template so they cannot be altered. For example, when designing business cards, users can protect the logo and other corporate branding, but allow the name, phone number and other details to be changed quickly and easily.

Design mode also enables easy inserting of barcodes, graphics, logos and objects from packages such as **MS excel, Project and Adobe Photoshop** into the templates.

Complementing this, **Edit mode** helps users once the template has been designed and distributed. In Edit mode the end user can edit un-protected fields and save them. For example, on a business card they can change the name, phone number and other relevant details and save it as their own business card. From the Edit mode the user can then print the document.

PRINT MODE

Depending on the template being used, Oki Template Manager automatically selects the correct media to use from the correct paper tray. The end user does not see the Oki print driver but just clicks print and a dialogue box pops up to tell them which paper tray to insert the media in. Furthermore, the printer settings are automatically selected to ensure correct printing.