

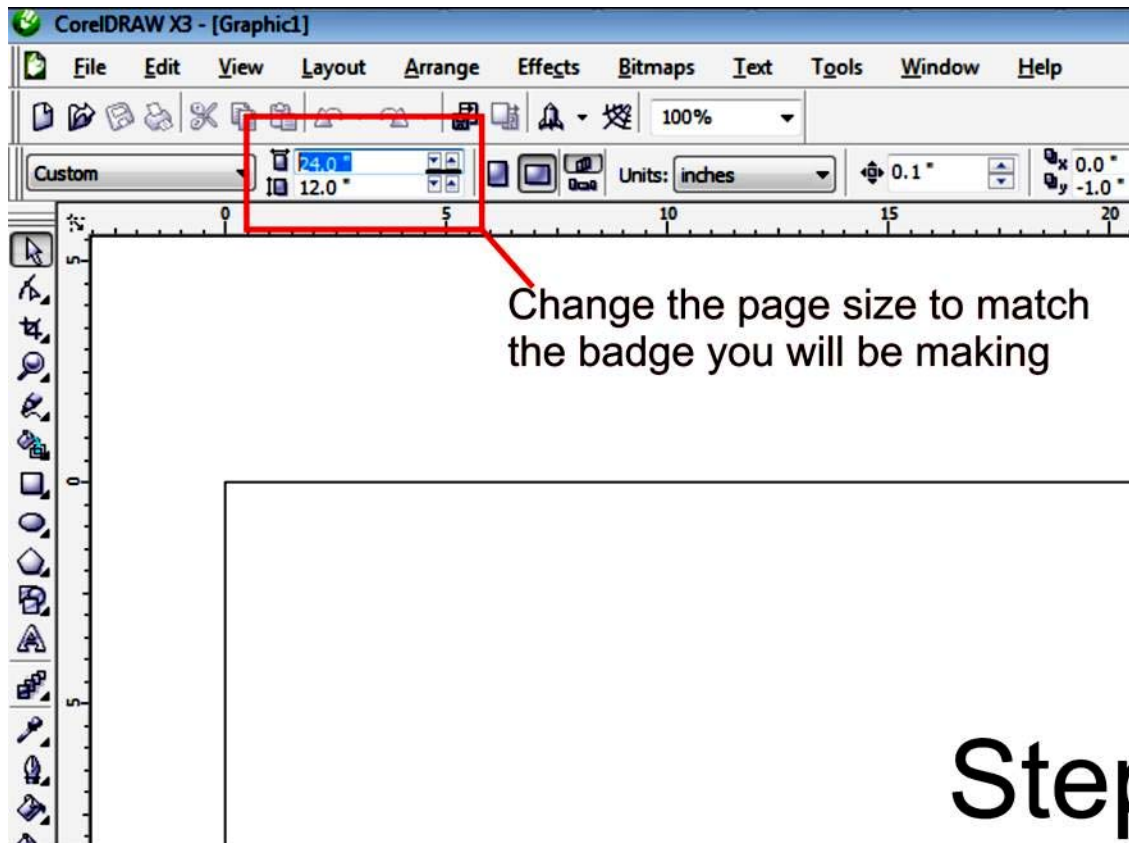


## TIPS & TRICKS

Another helpful idea that will simplify and improve your laser projects

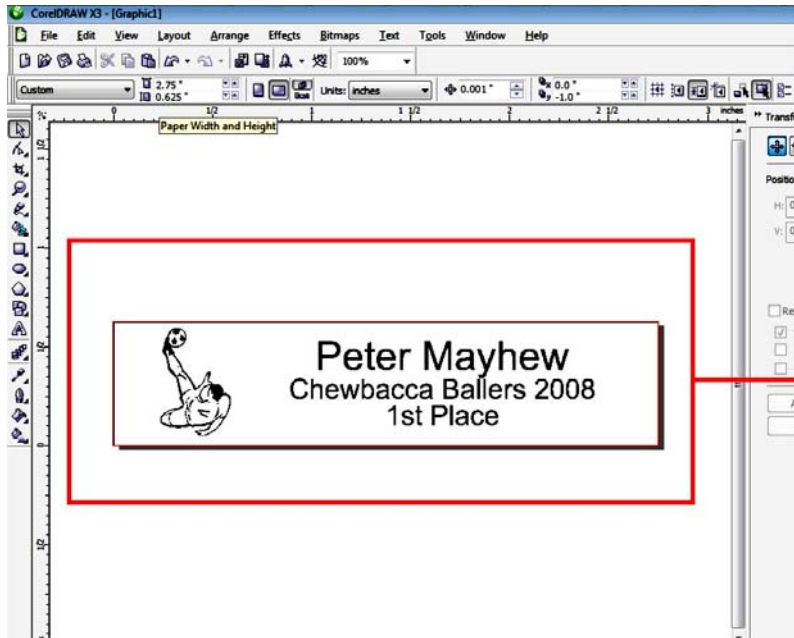
### **Multiples Using CorelDRAW™ Print Merge**

If you are engraving multiple plates, signs, or badges with different information on each one such as names or room numbers, the Print Merge feature of CorelDRAW™ can save you both time and labor by allowing you to import variables from an Excel spreadsheet and insert them into the work. Follow these step-by-step instructions and let the machine do the rest.



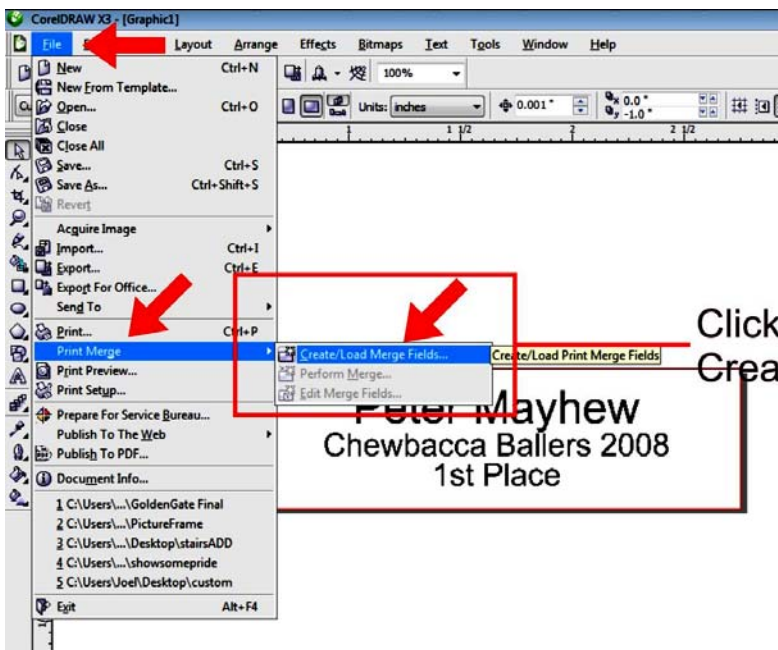
# Step 1

**Multiples Using CorelDRAW™ Print Merge (Cont'd)**



Design your badge

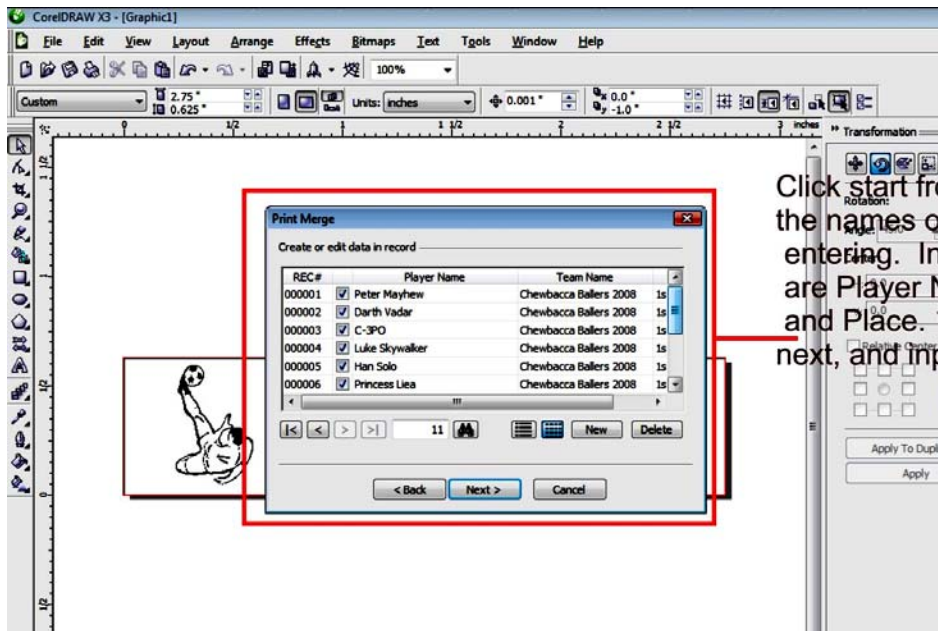
Step 2



Click File, Print Merge,  
Create/Load Merge Fields

Step 3

**Multiples Using CorelDRAW™ Print Merge (Cont'd)**



Click start from scratch, and input the names of the fields you will be entering. In the example, the fields are Player Name, Team Name, and Place. Once entered, click next, and input your data.

**Step 4**

Select the text and break apart (ctrl-k). Highlight each category, one at a time, and click insert selected print merge field. To change between categories previously entered, click the drop down box to see the fields.



**Step 5**

Multiples Using CoreDRAW™ Print Merge (Cont'd)

Click Perform Print Merge

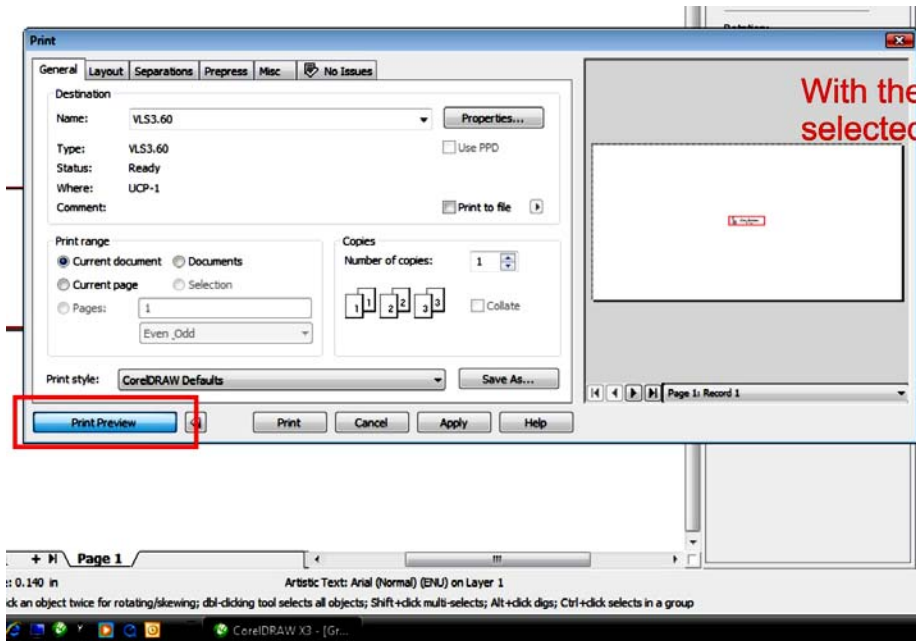


Perform Print Merge



<Player Name>  
<Team Name>  
▪ <Place>▪

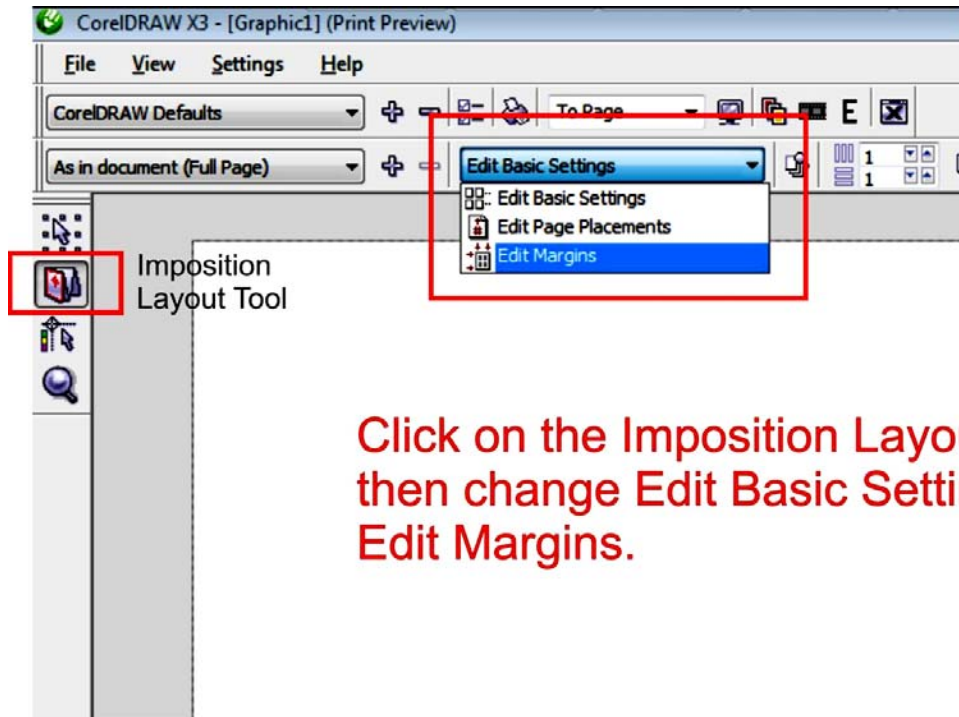
Step 6



With the proper machine selected, click print preview

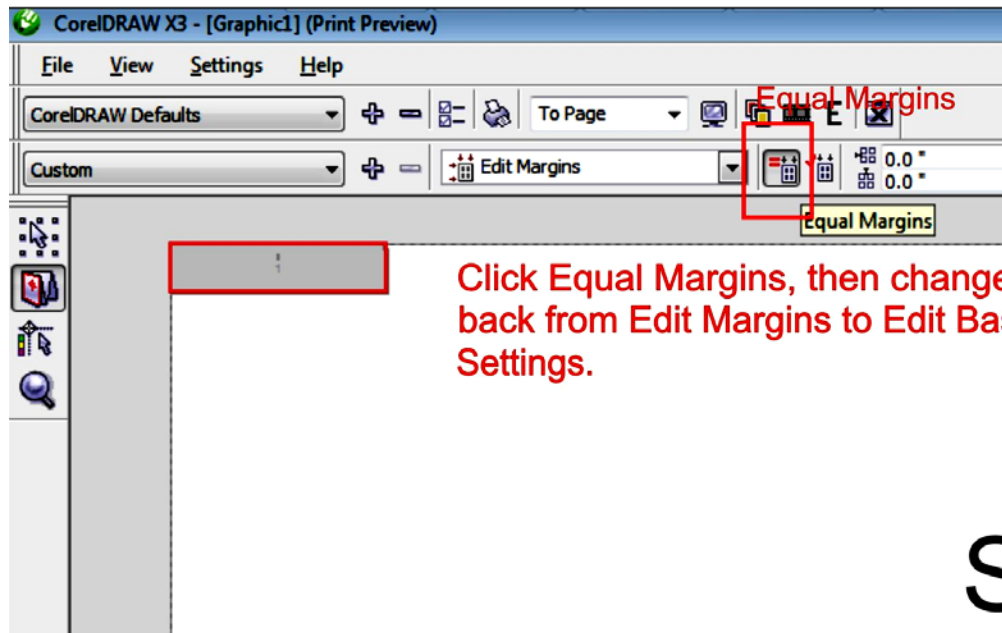
Step 7

**Multiples Using CorelDRAW™ Print Merge (Cont'd)**



Click on the Imposition Layout tool, then change Edit Basic Settings to Edit Margins.

Step 8

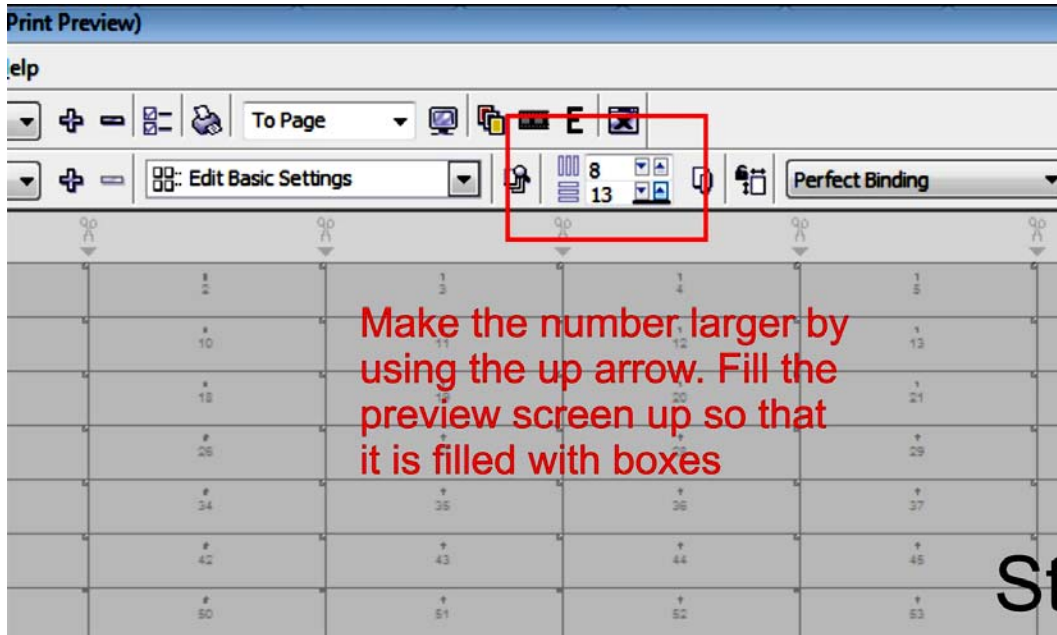


Click Equal Margins, then change back from Edit Margins to Edit Basic Settings.

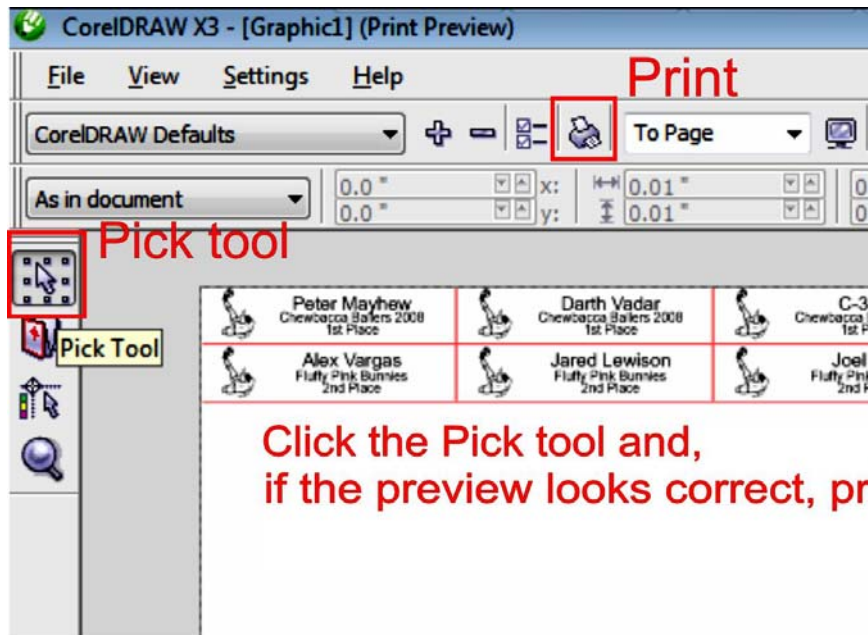
Step 9



**Multiples Using CorelDRAW™ Print Merge (Cont'd)**



Step 10



Step 11