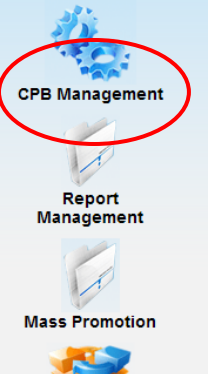
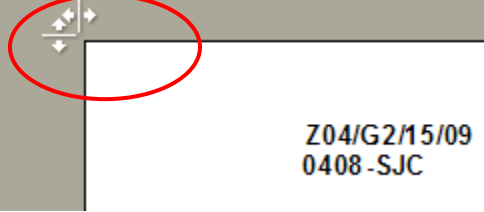


Step by Step Guide on Bulk Printing (CPB Management System)

 <p>CPB Management</p> <p>Report Management</p> <p>Mass Promotion</p>	<ul style="list-style-type: none"> 4. View Award Applications 5. View Award Applications Summary 6. Edit Application 7. Mass Application 8. Pending Application 9. Print Approved Application 10. Bulk Print Application 	<p>Upon login, select CPB Management and select "Bulk Print Badge / Application"</p>																								
<div style="background-color: yellow; text-align: center; padding: 5px;">BULK PRINT APPROVED APPLICATION</div> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr style="background-color: #ccccff;"> <th style="width: 5%;"><input type="checkbox"/></th> <th style="width: 5%;">S/N</th> <th style="width: 30%;">Name</th> <th style="width: 15%;">NRIC</th> <th style="width: 45%;">Code</th> </tr> </thead> <tbody> <tr style="background-color: #ffffcc;"> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td style="text-align: center;">1</td> <td>CHAN LI HSUAN STACY</td> <td></td> <td style="text-align: center;">AIR RIFLE</td> </tr> <tr style="background-color: #ccffff;"> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td style="text-align: center;">2</td> <td>RACHEAL LEE XINYING</td> <td></td> <td style="text-align: center;">AIR RIFLE</td> </tr> <tr style="background-color: #ffffcc;"> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td style="text-align: center;">3</td> <td>BIJAY LAKSHMI D/O JAI PRKAS</td> <td></td> <td style="text-align: center;">AIR RIFLE</td> </tr> <tr style="background-color: #ccffff;"> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;">4</td> <td>JANET LIM JUN PING</td> <td></td> <td style="text-align: center;">AIR RIFLE</td> </tr> </tbody> </table>	<input type="checkbox"/>	S/N	Name	NRIC	Code	<input checked="" type="checkbox"/>	1	CHAN LI HSUAN STACY		AIR RIFLE	<input checked="" type="checkbox"/>	2	RACHEAL LEE XINYING		AIR RIFLE	<input checked="" type="checkbox"/>	3	BIJAY LAKSHMI D/O JAI PRKAS		AIR RIFLE	<input type="checkbox"/>	4	JANET LIM JUN PING		AIR RIFLE	<p>Tick the checkbox for the certificates that you want to print.</p> <p>Click the print button.</p>
<input type="checkbox"/>	S/N	Name	NRIC	Code																						
<input checked="" type="checkbox"/>	1	CHAN LI HSUAN STACY		AIR RIFLE																						
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 <p style="text-align: center;">Z04/G2/15/09 0408-SJC</p>	<p>A new window will open.</p> <p>Click File->Print Preview to make adjustments to the paper margin.</p> <p>Set the margin (left, top, Top-right and bottom left) to zero by moving the arrows to the corner. (see picture)</p> <p>Once done, click print to print all the selected certificates.</p>																									

Make sure you have chosen A5 landscape in your printer setup.