UI

## **GLOBAL**

Open template Create the .TRIM prototype Set the nationality Save as PDF

## **CUSTOMER**

name email company vip

### **ORDER**

JDE number PO number Web prefix Web number In-hands date Ship date Rush Number of items instructions - customer instructions - production instructions - customer service

## **ITEM**

Description Original art name Repeat order number

## **STANDARD**

template Body color

## **INKS**

SIDE C

## SIDE A Screen A1

Screen A3

Screen C1 Screen A2 Screen C2 Screen C3 Screen A4 Screen C4

# **ASSORTED**

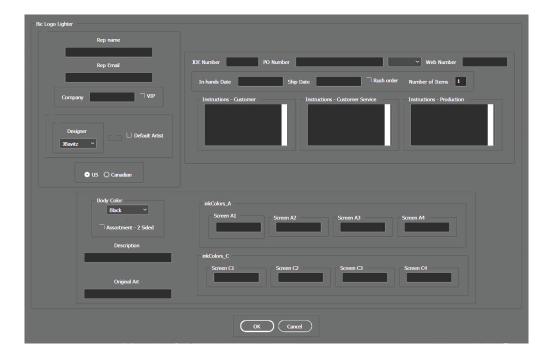
template

## **ASSORTED DOUBLE SIDED**

template

## **SLEEVE**

template



### **EVALUATION SEQUENCE**

- 1. DECISION Select the required template.
- 2. DECISION USA or Canada. Delete the unneeded layer in Illustrator.

## **STANDARD**

#### 1. Fill in customer info:

Rep name Rep email

Company name

VIP?

## 2. Fill in order info:

JDE number PO number

Web prefix

WCD PICIA

Web number

In-hands date

Ship date

Rush order?

Number of items

Instructions - Customer

Instructions - Production

Instructions - Customer Service

#### 3. Fill in item info:

Description
Original art name
Repeat order?

4. Ink color:

#### **ASSORTED**

#### 1. Fill in customer info:

Rep name Rep email

Company name

VIP?

## 2. Fill in order info:

JDE number

PO number

Web prefix

Web number

In-hands date

Ship date

Rush order?

Number of items Instructions - Customer

Instructions - Production

Instructions - Customer Service

#### 3. Fill in item info:

Description

Original art name

Repeat order?

## **ASSORTED, 2-SIDED**

#### 1. Fill in customer info:

Rep name Rep email

Company name

VIP?

## 2. Fill in order info:

JDE number

PO number

Web prefix

Web number

In-hands date

Ship date

Rush order? Number of items

Instructions - Customer

Instructions - Production

Instructions - Customer Service

#### 3. Fill in item info:

Description

Original art name

Repeat order?

## SLEEVE

#### 1. Fill in customer info:

Rep name

Rep email

Company name

VIP?

## 2. Fill in order info:

JDE number

PO number

Web prefix

Web number

In-hands date

Ship date

Rush order?

Number of items Instructions - Customer

Instructions - Production

Instructions - Customer Service

## 3. Fill in item info:

Description

Original art name

Repeat order?