

The 'Friends of Kagando - Contact Person' support package



From left: Deposit form and Guidance notes; 'Alternative Gifts' explanation and Order Form; Card text and styles available

Two cards to one piece of A4, trimmed and folded



Hints and Tips on printing out cards

You will need:

1. A reasonable quality colour printer capable of printing on card
2. A supply of A4 white card minimum weight 160 g/m². Choose a quality of card that matches what your printer is capable of without using too much ink but still looks good
3. Buy spare ink cartridges before you run out

4. A good quality guillotine (minimum cutting length 22cms / 9ins) or metal straight edge and sharp trimming knife (and some knowledge of how to use them without cutting yourself).
5. Be prepared to experiment to get acceptable results
6. Bulk buy some suitable envelopes 114mmx162mm (4½x6¾)

The gift cards have been prepared on .PDF files. These tend to print out with less trouble and better quality reproduction on most printers.

The .PDF files have been designed so that you can get two cards on one piece of A4 Card, though you have to reverse the card and run it through again to get this. This was done because many printers do not print to the edge of the card, particularly at the bottom.

The biggest problem on most home-use printers is usually with the paper feed. Be prepared to stand by the printer to make sure that the card feeds properly between each printing. If you find you need to print a large number, (good for KAGANDO!), you may prefer to pay for printing on a better quality printer, but be careful of the costs.



Make sure the printer is set for 'heavyweight paper' or 'card' and your chosen quality of print. Be prepared to push it through if your paper feed is fussy. If your printer does not like card, use another printer.



If printing two cards on one piece of A4 card, print one then turn it round for the other side. This will usually be face down with the blank end going first.