Spot Screening Device Custom Banner Use

The custom banner allows you to brand the Spot printouts with your Lions Club Banner so the community will know exactly who is offering this life changing service! Following this step by step process you can import the specific banner customized for your club.

For District E2, your club's banner can be found by clicking on the Banner Folder in the Vision Screening area on the District website. If your club's banner is not on the District website, contact Lion Dave Kreutzer, 715-664-8707, at least two weeks in advance.

Download your club's banner and save it to your computer. Then re-title the document to remove your club name so that it reads "banner.png" – nothing other will be accepted by the camera.

1) To get the banner *on the screening referral reports*, **etc.,** it needs to be loaded onto a flash drive. To do so,

> a) Place the flash drive in your computer and "send" the "banner" to it.
>
> Note: The camera is looking for the file name "**banner**" and will not upload any other banner file. It must also have a ".png" format which is attached automatically if you copied this from the downloaded file.
>
> b) With the camera turned on, insert the flash drive into the USB, go to "Tools" and select "Import/Export".
>
> c) The "Import" file option will highlight; select "Import". The camera will take about a second and display a statement saying "1 file has been imported successfully".
>
> d) From that point on (until you upload a new banner), every child that you screen will have that banner printed on their screening report. To test that the banner import has been successfully uploaded, screen a subject and print the report.

Note: Each screening report will have a banner but it will only display the banner that was uploaded in the camera at the time of the screening. Therefore any screening done prior to uploading the banner will contain whatever banner was in the camera at the time of the previous screening.

2) To place your club banner on documents, copy the document and delete the banner currently at the bottom of the document. Then copy your club banner from your computer and paste it in the location of the previous banner. It is best to then downsize it, so the Lions emblems are approximately the same size as those at the top of the document and so all will fit on one page.