

## Email your design file as an image or PDF to your customer

Firstly, you must select a file format for the file you will be sending your customer. Your best options would be to choose between JPG, BMP or PDF file format. JPGs and BMPs are both image formats any machine can read, JPG files tend to be smaller in size so if you're planning to send a few images in one email you might want to choose that one. PDF files would require that your customer's machine has Adobe Reader installed on it, which is the case on almost 100% of the machines out there, and would also require that you download and install a PDF converter, like PDF995 among other PDF converters.

Ok; you made your choice and you are now ready to give it a try.

Open up one of your designs and center it properly by using the magnifying glass 1:1. If you choose to save your file as a JPG or as a BMP, click on the File menu and select Save as image, a small pop up opens up, select a tab (All for example) or an elevation (listed as El1 El2...). The X pixel and the Y pixel values as you can guess stands for the size of the file so for now just use the default and click on Ok. Next you have to give your file a name and choose your preferred file format, click on Save and there you have it!

If you choose to send your file as a PDF then click on the File menu and select Print, select your PDF software from the printers menu, put the dot on Selection field, click the button with the three dots and select your tab or elevation. Choose other options you might want to use such as a print ratio and then click on Ok, a pop up window will open up offering you to save your file somewhere and to give it a name.

To send a rendering it is pretty much the same process, click on File menu on your rendering window and chose Save as if you choose JPG or BMP format, or hit Print if you choose the PDF format.

Now that you got your file ready you just need to attach it to your out-going email. A good practice would be of course to take a look at your file first before you send it to your client.

Thank you