



Eary International Associates Ltd. Interactive Business Cards

Guide to using Recordable IBC's

To avoid damaging IBC's and equipment, please read this guide carefully.

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The Rectangular Recordable Card

<http://www.eary.com>

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The Recordable IBC

Recordable Interactive Business Cards (IBC's) are simply CD-R's which have been shaped differently to the 12cm disc we are all so used to seeing. They function in the same way, and can be 'burnt' (or 'written' or 'recorded' on) using the majority of commercially available CD Writers. These IBC's are not Re Writeable, and once the information has been recorded onto the card, it cannot be erased.

This booklet will give you guidance on how to record onto the IBC's and how to use the label templates, ensuring you get the most from these cards. If you have any other questions or queries, please feel free to contact us:

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PLEASE ENSURE YOU READ THE FOLLOWING WARNINGS:

PLEASE ENSURE YOU READ THE CARD POSITIONING INSTRUCTIONS ON PAGE 3 OF THIS BOOKLET.

PLEASE NOTE: IBC's do not function in all types of CD players. Their limitations are as follows: To avoid equipment damage, and for obvious size reasons, IBC's will NOT function in the following CD Players: Any CD ROM drives that require a Caddy; Vertically mounted CD Drives; Slot loading CD drives (such as the iMac™); Hi-Fi Component and regular music playing CD equipment; Any equipment featuring Multi-Disc Changers; In-Car CD Players and Multi-Disc Changers. These products are designed for use only in equipment bearing the 'Compact Disc' logo (other than the equipment mentioned above).

LABEL WARNING: ALL OF OUR LABELS HAVE A STRONG ADHESIVE BACKING. PLEASE PLACE THEM CAREFULLY ON THE IBC'S AS REMOVING LABELS WILL CAUSE DAMAGE TO THE CARD.

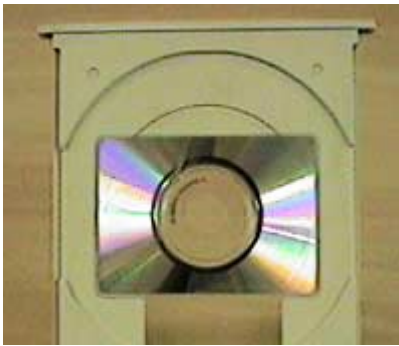
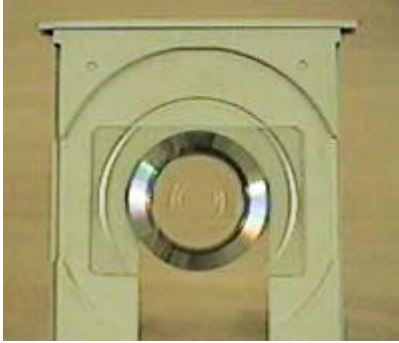
Label Templates: All Label Template's are rectangular, and do not have the centre hole marked out. The top, bottom, extreme left and right margins are the correct dimensions. For those of you with DTP programs, there is a dimension layout enclosed in this package. For any additional help, please contact us on the following number: 01455 550713.

This booklet is applicable to the following Recordable product:

- 30 megabyte Rectangular Printable or Clear Cards
- 30 megabyte Rectangular Pre-Printed Cards or Shaped CD's
- 50 megabyte Rectangular Card
- 50 megabyte Round Edge Card
- 185 megabyte 80 mm CD-R

Card Positioning In the CD Tray

It is vital that you position the Cards correctly in the tray of your CD Writer (and, once recorded, in the tray of your CD ROM Drive). If you position the Card incorrectly, it may damage the drive, or fall into the drive. The correct way to position the card is demonstrated in the pictures below:



YES
Correct Position



The three positions shown above are the **only** correct positions to place any CD Cards into a drive which features an 80 mm recessed bay.



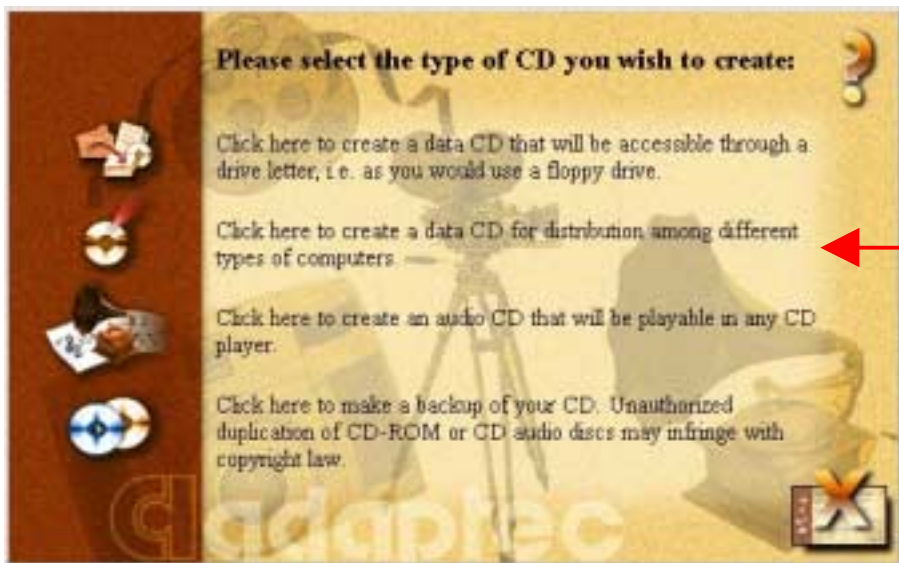
NO
Incorrect Position



The pictures shown above illustrate how **not** to load CD Cards into CD ROM drives. Any deviation from the correct method shown opposite is wrong.

CD Writer Guidance

Please note that when using any CD writing software, that you **must not format the CD Cards** prior to recording. The most popular software available is 'Adaptec Easy CD Creator' (© Adaptec, Inc.). We currently use version 3.5 from which the screen shots below were taken. The correct choices for any CD Cards are pointed out by the red arrows. For all other CD Writing software, please select a similar option.



If presented with this screen, please use the indicated option (2nd down):



If presented with this screen, please use the indicated option (4th down):

The two screen shots are from the software package that came with a Hewlett Packard 8200 series USB External CD Writer. Not all CD Writers are packaged in this way.

LABEL TEMPLATES ON FLOPPY DISK OR IBC:

(these templates are NOT for use with the iCD CoolBeLa software which is packaged in the Label Applicator kit)

ribcadp2k.zdp		- Avery™ DesignPro™ 2000 File
averylabel_ai.zip		- Adobe® Illustrator Template
Eary2.avs	(rectangular)	- Avery™ LabelPro® 2 Template
EARY 8TV.avs	(round edge)	
PMR Label Template.doc	(rectangular)	- Microsoft® Word 97 File's
50mb Label Template.doc	(round edge)	

Instructions:

Avery™ DesignPro™ 2000:

Open this file in DesignPro™ 2000 as though it were an ordinary file. It is then ready to use immediately. (Rectangular Labels Only)

Microsoft® Word 97:

Open this file in Word 97 (or above) as though it were an ordinary document. It is then ready to use immediately. (There are 2 files - one for the Rectangular and one for the Round Edge labels).

Adobe® Illustrator:

The Adobe Illustrator file requires unzipping before it can be opened. You will require WinZip or other similar software to do this. It can then be opened in the usual manner. (Rectangular Labels only)

Avery™ LabelPro® 2 for Windows:

Label Pro has been superseded by Design Pro 2000, however many people still use Label Pro although it is not still commercially available. Instructions for use are as follows:
(There are 2 files - one for the Rectangular and one for the Round Edge labels).

- Insert the Diskette or CD Card into the relevant drive of the PC you use for LabelPro.
- Using 'Windows Explorer', copy the file(s) into the 'Products' folder of the 'LPWin directory (e.g. C:\LPWin\Products)
- From the 'START' button, select 'Programs' then 'Avery Products' then 'LabelPro Product Set-Up'. Now select the file '**EARY2**' or '**EARY 8TV**' from the left hand column of files. Click 'ADD' then click 'OK'.
- LabelPro should now have loaded the new template. To use either template, go into LabelPro and choose 'New Design' from the file menu. You will find your new layout in the group called '**CUSTOM LASER**' and the design is called '**EARY MINI CD**' (for the Rectangular Labels) or 'A4 CUSTOM' and the design is called '8TV BUS CARD' (for the Round Edge Labels).

To make the labeling process easier we suggest you purchase our Label Applicator Kit (available separately), which comes complete with software and a multipurpose CD Label Applicator.

DesignPro™ 2000 is available direct from Avery™. Please call 0800 80 50 20 to order.

WARNING: THESE LABELS HAVE A STRONG ADHESIVE BACKING. PLEASE PLACE THEM CAREFULLY ON THE IBC'S AS REMOVING LABELS WILL CAUSE DAMAGE TO THE CARD.

The Eary International IBC

PC Operating Instructions

To run the Eary International IBC, you will require a version 4 or later Internet Browser (we suggest Netscape Navigator 4.x or above, or Microsoft Internet Explorer 4 or above). Similar compatible Internet Browsers will also suffice. Place the IBC into the 80 mm recessed bay of your CD ROM drive (or clip it to the spindle of you CD ROM drive). Once the drive has been closed, the presentation will automatically start in your PC's default Internet Browser. This Auto Start feature is only applicable to Windows 95/98/NT/2000 based machines. If the presentation does not auto-start, please complete the following steps:

1. Click on the 'Start' button, then click on 'Run'
2. Type in 'D:\newind1.htm' (where 'D' is the letter of your CD ROM drive) and click 'OK' (or press 'Enter/CR' on your keyboard)
3. The presentation will then start up in your default Internet Browser.

For best results, we suggest a screen resolution of 800 x 600, in 16 bit colour or higher. Please ensure that you browser window is maximised during the course of the presentation. For any further help, please open the 'readme.txt' file located on the IBC.

You will require **Macromedia Flash Player** and **RealPlayer** software in order to view all aspects of this presentation. Both pieces of software are included on the card.

PLEASE NOTE: The Auto Start feature will not work in **Apple Mac's**. Locate the '**newind1.htm**' file on the CD and open this in your default browser to view the presentation. As this is written in HTML it is cross platform compliant. **DO NOT USE THIS CARD IN i-Mac's OR ANY OTHER SLOT LOADING CD DRIVES.**

Please read the usage warnings on Page 2 and the positioning instructions on Page 3.

(not all packages containing this booklet will contain a copy of the Eary IBC)

Miscellaneous

For best results we recommend Hewlett Packard CD writers, and Adaptec Easy CD Creator authoring software. If you experience any problems, or have any questions, please feel free to contact us at the address at the bottom of this page, or by phone, fax, e-mail or through our web site. Contact details are as follows:

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