

QUOTEVALET: BRANDING

FAST-START BRANDING

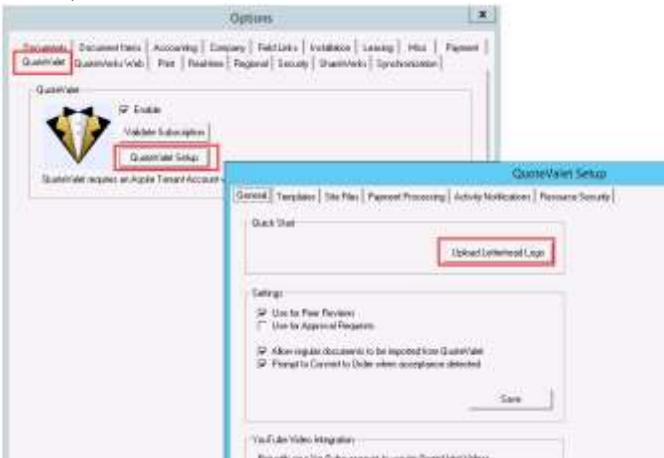
When using the default QuoteValet template, there is "QuoteValet-specific" branding in the CSS. These can be easily removed with a few tweaks to the styles as shown below. If you need any further customizations to your QuoteValet template and CSS beyond what you can accomplish in-house, then you can reach out to our Professional Services team (<http://www.quotewerks.com/prices.asp#Professional>).

UPLOADING COMPANY LOGO

The first step most customers want to accomplish when setting up their QuoteValet is to upload their company's logo.

First, ensure that your logo is in in JPG format and is less than 100kb in file size. It is suggested to have the logo dimensions be no larger than 300x300 pixels for best performance on the various QuoteValet templates.

To upload the logo, simply go to **Tools → Options**, and then the **QuoteValet** tab. Click the **QuoteValet Setup** button, and the **General** tab.



On this tab, click the button titled, "**Upload Letterhead Logo**". This will bring up a Windows File Explorer dialog to search your system/network for your company logo.

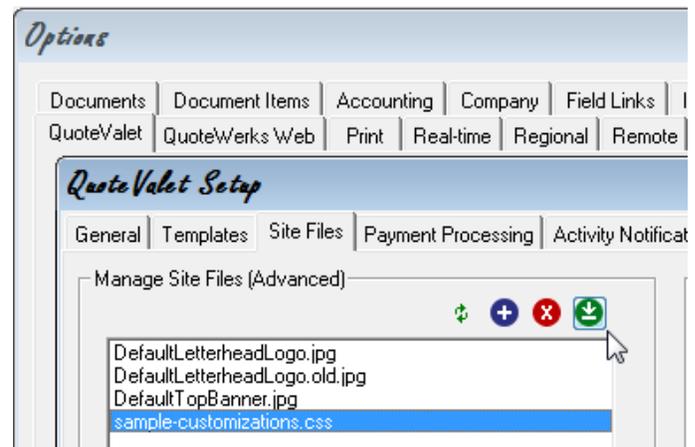
Once selected, click OK. This will upload the image file. If you already have a QuoteValet document open, you can hit CTRL+F5 to clear your browser cache and refresh the page.

Your company logo should now be visible.

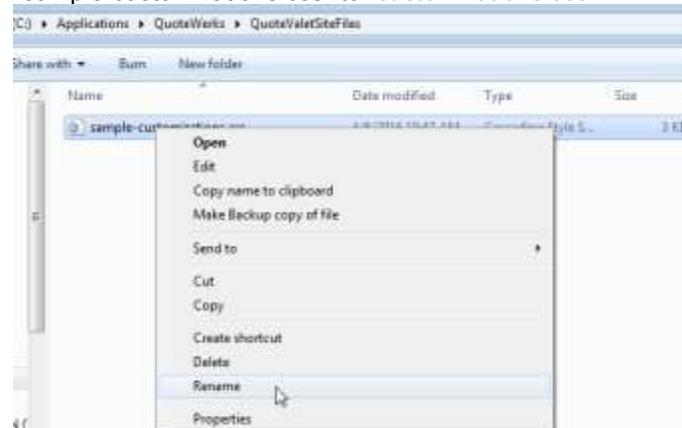
REMOVING HEADER BRANDING

The default CSS file that QuoteValet uses contains the QuoteValet logo. This can be easily removed by uploading a customizations.css file. This file has been built for you, and can be accessed from the Site Files tab in your QuoteValet Setup.

In QuoteWerks, navigate to **Tools → Options → QuoteValet**, and click the **QuoteValet Setup** button. In the QuoteValet Setup Window, select the **Site Files** tab. Download the "*sample-customizations.css*" file from the Site Files window. By default, it should save to the \QuoteWerks\QuoteValetSiteFiles folder.



Select to "Open Containing Folder". Rename the file from "sample-customizations.css" to "*customizations.css*".



Then, in the Site Files tab, upload the newly renamed "*customizations.css*" file. This will replace the existing customizations.css file for your QuoteValet account.

Once this is completed, if you refresh your quote page (CTRL+F5) in the browser window, you should see the QuoteValet banner has been removed.

ADDITIONAL CSS SETTINGS

The Sample Customizations file included with QuoteValet has some additional CSS setting to allow you to quickly adjust some of the main styles of your QuoteValet page.

Body Section

The first section you will see in this file is the body section. Under this section you can set font settings, font color, and page background color.

Font

```
body
{
  /* The font name and size of all the general text */
  font-family: Verdana;
  font-size: 12px;

  /* The font color of all the general text */
  color:#3B577F;
}
```

With the **font-family** tag, you can specify the font you wish your page to display in. Best practices are to use standard Windows fonts such as Arial, Times New Roman, Verdana, etc.

With the **font-size** tag, you can specify the overall font size for the majority of the text on the page. This value is in pixels by default but you could also use points. So for example, 12px or 9pt.

The color tag allows you to specify the overall font color for the majority of text on the page. You can set this value in the Hex code like in the example for the most specific colors, or you can use the color name, such as **color: red**;

Background Color of the Page

```
body
{
  /* The font name and size of all the general text */
  font-family: Verdana;
  font-size: 12px;

  /* The font color of all the general text */
  color:#3B577F;

  /* Background color of page */
  background-color:white;
}
```

With the **background-color** tag, you can specify the color of the page background. The Quote lines area will still be white. Similar to the font color, you can either use a Hex color, or a color name. For example, **background-color: royalblue**; would give a background result similar to below:



The screenshot shows a quote page with a blue background. The table below is a representation of the quote items shown in the image.

QTY	Description	Price	Unit Price	Est Price
1	Heading	10.00	10.00	10.00
1	Heading	10.00	10.00	10.00
1	Heading	10.00	10.00	10.00
1	Heading	10.00	10.00	10.00

#top-banner

The #top-banner section has three options in it. By default, the one to remove the QuoteValet logo is enabled.

```
#top-banner
{
  /* Remove the Top Banner (The one that by default has the QuoteValet logo on it) */
  background-image:none;

  /* Change the Top Banner Background Image */
  /*background-image:url("https://www.quotevalet.com/TenantSiteData/Quote/TenantAccountHeader/Image.png");*/

  /* Remove the Top Banner Entirely */
  /*display:none;*/
}
```

The **background-image** tag allows you to change the banner image. The html path in the sample is an example. To enable this setting, you will need to comment out or delete the **background-image: none**; and un-comment this line. So for example:

```
#top-banner
{
  /* Remove the Top Banner (The one that by default has the QuoteValet logo on it) */
  /*background-image:none;*/

  /* Change the Top Banner Background Image */
  background-image:url("https://www.quotevalet.com/TenantSiteData/Quote/cpt88/Bjackedder.jpg");
}
```

If you wish to remove the top banner completely, you would need to un-comment the **display: none**; line and either delete or comment the background-image lines similarly.

Section Colors

The last section allows you to define a specific color for the section separators, top banner, and footer.

```
#top-banner, #footer, #running-mode, .section-separator
{
  /* Background color of primary page components (The top-banner, sec
  background: #2B3F5C;
}
```

You can set this value in the Hex code like in the example for the most specific colors, or you can use the color name, such as **backgroundcolor: red**;



The screenshot shows a quote page with a white background. It includes a header with contact information, a table of quote items, and a payment summary.

QTY	Description	Price	Unit Price	Est Price
1	Heading	10.00	10.00	10.00
1	Heading	10.00	10.00	10.00
1	Heading	10.00	10.00	10.00
1	Heading	10.00	10.00	10.00

Payment Summary:

Item Purchase purchase amount \$1,304.00	\$1,304.00
Shipping	\$0.00
Sales Tax	\$0.00
Total	\$1,304.00

QuoteValet uses a combination of standard HTML and CSS to construct its templates. If you are unfamiliar with CSS there are many resources on the web (for example: <http://www.w3schools.com/css/>).