

# How to Add a Logo to QUALITAP Reports

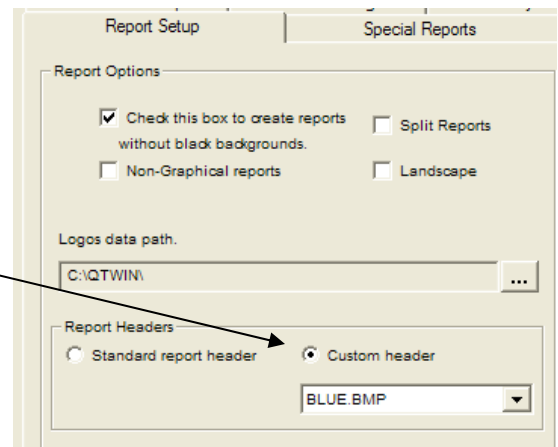
**To Start:** Click on “Setup” Button in the top menu in QUALIAP



Click on the “Report Setup” tab

## Go to Report Headers

Check the “Custom header” box



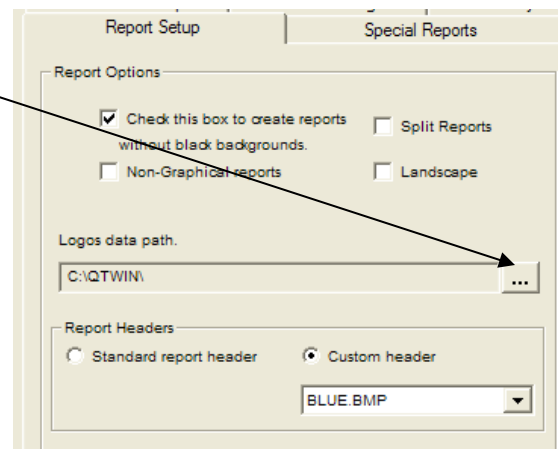
## Go to Report Options

Next, click on the “Logos data path” button

Browse to find your logo file and click OK

**Important: logo file MUST be a .bmp file**

Exit “Setup” by clicking the “Apply” button and then the “OK” button. Your custom logo will now appear on all QUALITAP reports!



**For Help:** Press F1 at anytime or call 1-800-543-7300