SPRINGBOARD ®

Certificate
Maker ®

Certificate
of
Completion

This award is presented to
Patricia Hansen
For completing the Atwood Sales Training Course

November 25, 1986

FISHING
AWARD

Fred Wilson
Is awarded the 1986 Lake Whitefish
Fishing Contest award for:
Bringing in the most unusual catch.
Keep up the good work Fred.

July 4, 1986

MATHEMATICS
AWARD

Lewis W Madison
Is presented this award in recognition of
outstanding achievement in mathematics,
specifically for a superior understanding
of the addition and multiplication tables

September 16, 1986

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Certificate Maker™
©1986 SPRINGBOARD SOFTWARE

NAME FILE   MAKE CERTIFICATE   EXIT

AWARD

KV

Credits:

Springboard Product Development Team is led by Mark Dunn, Vice President of Product Development.

Our programmers are John Borowicz, Sean Callahan, Jon Clauson, Robert Eyestone, Scott McSpadden, and Robert Mueffelmann.

Our artists are Robert Cavey, Karen Christiansen, and Jerry Cratsenberg.

READ THIS FIRST

Hardware Requirements

To run Certificate Maker you need an Apple II + , IIe, IIc, IIGS, or compatible computer including:

64K memory
One disk drive
A dot-matrix printer

Optional equipment includes:

A joystick
A second disk drive
A ProDOS data disk

Warning

DO NOT COPY THE MASTER PROGRAM DISK OR THE CERTIFI-CATE DISK. These disks are copy protected. Attempting to copy these disks could damage them. Backup disks are available directly from Springboard Software; see the Backup Order form included in this package.

How to use this manual

This manual is organized into four chapters:

The **Introduction** provides an overview of the program and explains the uses of various keys on the keyboard.

Setting Up and Running Certificate Maker explains how to install and start the program on your computer.

Make Certificate takes you step by step through the process of creating and printing a certificate.

Name File shows you how to create lists of names that can be merged into your certificates.

As you read the instructions in this manual, there are two conventions to keep in mind:

When there are instructions to **Select** an option, that means you should move the cursor to that option, then press the [return] key.

When there are instructions to **Enter** something from the keyboard, that means you should type the appropriate text, then press the [return] key.

INTRODUCTION

What is Certificate Maker?

Certificate Maker is an easy-to-use program that enables you to create attractive, personalized awards. Even if you have never before used a computer, with Certificate Maker you can make a certificate in only a few minutes--on your first try!

Certificates have always represented a meaningful way to recognize and encourage all kinds of achievements. In the past, however, it has been time-consuming and expensive to purchase or create personalized awards. Now, with Certificate Maker, you can provide specific, immediate, and tangible praise for any occasion. Certificate Maker helps you announce a promotion, recognize the attainment of a goal, give thanks for extra effort, or even poke fun at a dubious achievement.

There are dozens of uses for Certificate Maker: Teachers can reward students for excellence in the classroom.... Parents can acknowledge admirable behavior in their children.... Club leaders can recognize the extra efforts of volunteer workers.... Bosses can bestow honors for excellence to their employees....

How does it work?

Certificate Maker does the hard part for you: It provides more than 200 professionally designed, partially-completed certificates, called templates. Some templates are intended for specific occasions such as academic achievement, sporting triumphs and so on; these include a title and appropriate artwork. Other templates are multi-purpose; they have no artwork and only a partial title like *Certificate of....*

To make a certificate, all you have to do is select the template you want (illustrations of all the templates appear in the Certificate Catalog at the back of this book), choose a border and type style, and fill in the blanks with the recipient's name and achievement. As a finishing touch, you can add one of the 36 seals and stickers that come with Certificate Maker.

For those occasions when you want to present personalized certificates to several people, Certificate Maker has a feature called the **name* wildcard* that lets you insert names into otherwise identical certificates.

The information you enter is added to a template when you print the certificate. The templates themselves remain intact and can be used over and over.
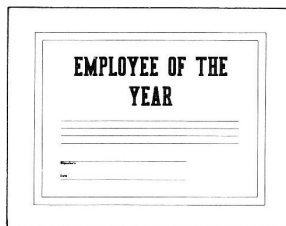
The elements of a certificate

Pre-designed title ——————————

Pre-designed graphic ——————————

Choose a border ——————————

Open body text and
name wildcard area ——————————

Open date line ——————————

Open signature line ——————————
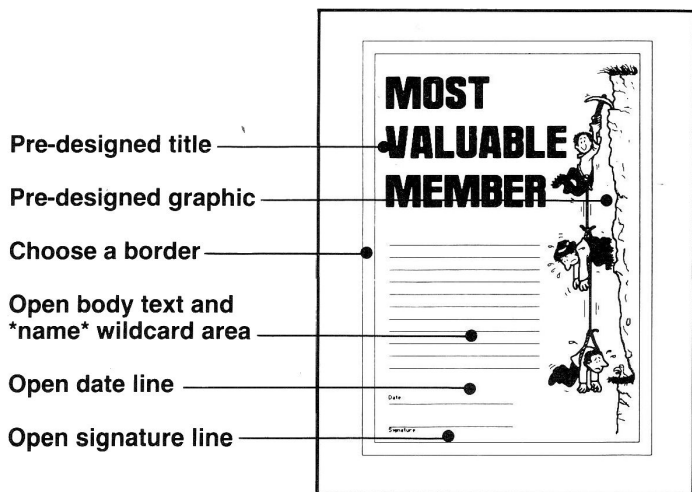
certificate formats

Vertical

BACK SEAT
DRIVER AWARD

Horizontal

EMPLOYEE OF THE
YEAR

Small

BEST MOM
AWARD
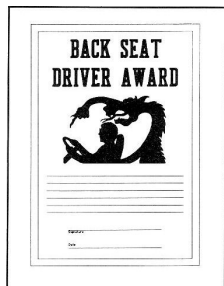
As you can see on the illustration on the opposite page, there are four parts to a certificate:

Title: Some templates include a complete title such as *Mathematics Award* or *Most Valuable Member,* while other templates provide a partial title like *Certificate of...,* or a completely blank title area.

Graphics: Many templates include an illustration to spice up the certificate and add that professional, or humorous, touch.

Border: There are 24 designs to choose from. Samples of each border appear on a special Border menu at the back of this book.

Text: Every template provides space where you can type in specific information about an award. Most templates also include a line for the date and your signature. Certificate Maker has five font styles and two font sizes from which you may choose.

Entering the special code *name* in your text instructs Certificate Maker to print the same certificate several times, with a different name on each copy.

A separate procedure allows you to create "name" files containing the names of the people in your office, classroom, or organization. Just before you print a certificate that has the *name* wildcard in it, the program asks you to choose the names you want to use.

Using the keyboard

The following table shows the keys used in Certificate Maker.

Function	Key	Description
Select	[return]	Use [return] to select an item from a menu or a list of options.
		When entering text, use [return] to end one line and begin the next.
Go back to the previous screen	[esc]	Use [esc] to cancel your work on one screen and return to the previous screen.
		When entering text, use [esc] to delete the text on the current line and move the cursor back to the previous line.
Return to the Main Menu	[control-R]	Use [control-R] (hold down [control] and press R simultaneously) at any time to cancel your work and return to the Main Menu. From there, you can start over or exit from Certificate Maker.
Move the cursor	→ ← ↑↓	Apple IIe/c: Use the up and down arrow keys to move from one item to another in a menu or a list of options.
		Apple II + : Use ← for up and use → for down
Making typing corrections	[backarrow] [delete]	Use the backarrow or delete key to erase characters to the left of the cursor.
Upper/lower case	[shift]	Apple IIe/c: Use the [shift] and any other key for upper case.
	[control-C]	Apple II + : Use [control-C] (hold down [control] and press C simultaneously) at any time to toggle between upper case and lower case.

SETTING UP AND RUNNING CERTIFICATE MAKER

Before you start:

If you plan to use the *name* wildcard feature, initialize a floppy disk for *name* file storage. Use ProDOS to initialize your disk.

Name files must be stored on a separate floppy disk. They cannot be kept on the Certificate Maker Master Program disk or the Certificate Catalog disk. A single floppy disk can hold all your *name* files.

To start Certificate Maker:

Insert the Master Program disk in drive 1 and turn on your computer.

If you have two disk drives, insert the Certificate Catalog disk in drive 2.

To exit from Certificate Maker:

1. Return to the Main Menu by pressing [Ctrl-R].

2. Select the Exit Program option (if you want to run another software application), or turn off your computer.

This chapter describes how to create and print out a certificate. At the top of each page, the entry screen is numbered in the order in which you will use it. The screen numbers enclosed in parentheses are optional or only appear in certain cases. Follow this flow chart for quick reference.

1

→ ***Name* File:** Go to *Name* File creation on page 21.

→ **Make Certificate:** Go to Screen 2.

2

Enter template number ...

Press ESC to go back.

3

Select border ...

NEW DISK
NEW BORDERS
NO BORDERS
SINGLE LINE
DOUBLE LINE
TRIPLE LINE
ARABIAN
MAZE
SPIRAL
LEGAL
ART NOUVEAU

Press ESC to go back.

(4)

Select title font style ...

NEW DISK
SERIF
SANS SERIF
SCRIPT
GOTHIC
ART DECO

Sample of font: Springboard

Press ESC to go back.

Blank

6 Complete

Select body font style ...

NEW DISK
SERIF
SANS SERIF
SCRIPT
GOTHIC
ART DECO

Sample of font: Springboard

Press ESC to go back.

Partial

(5)

Enter title text ...

Press Control-S to change font size.
Press ESC to go back.

Continued on next page.

7

Enter body text ...

Press Control-S to change font size.
Press ESC to go back.

8

Enter date line ...

Press ESC to go back.

9

Enter signature line ...

Press ESC to go back.

(10) If *name* in any text area.

Select *name* file to use ...

NEW DISK

FILE1
FILE2
FILE3
FILE4

Press ESC to go back.

(11) If *name* in any text area.

Select name(s) to print ...

PROCEED TO PRINT
SELECT ALL NAMES

Sara Albertson
Tommy Burton
Lisa Carlton
Helen Davis
Pete Evens
Greg Fielding
Mary Georges
Willy Hall

Press ESC to go back.

12

PRINT MENU

Setup: Apple Imagewriter   (wide)
Apple Super Serial
Slot #1

Print Certificate
Print Test
Main Menu
Change Setup

Press ESC to go back.

Select **Make Certificate** if you want to create a certificate.

Select ***Name* File** if you want to create or edit a list of names. A *name* file list can be merged into a certificate to produce several personalized copies of the same certificate. The program goes to Screen A, Select *name* file option (page 22).

*Note: This option is used to add or delete names from a *name* file, not to select the names to be printed on any given certificate. Actual name selection is done in the Make Certificate procedure.*

Select **Exit Program** to leave Certificate Maker and return to ProDOS.

No matter where you are in Certificate Maker, you can press [Ctrl-R] to Return to this menu.

2 Enter template number
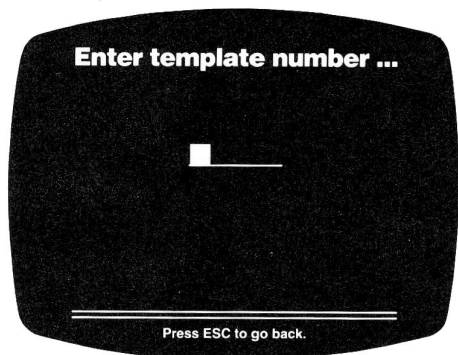
Enter the number of the certificate template you want to create.

Templates 1-39 are on Disk 1, Side B.
Templates 40-127 are on Disk 2, Side A.
Templates 128-220 are on Disk 2, Side B.

Illustrations of the certificates and their corresponding numbers appear in the *Certificate Catalog* at the back of this book.

3 Select border

Select border ...

NEW DISK
NEW BORDERS
NO BORDERS

SINGLE LINE

DOUBLE LINE
TRIPLE LINE
ARABIAN
MAZE
SPIRAL
LEGAL
ART NOUVEAU

Press ESC to go back.
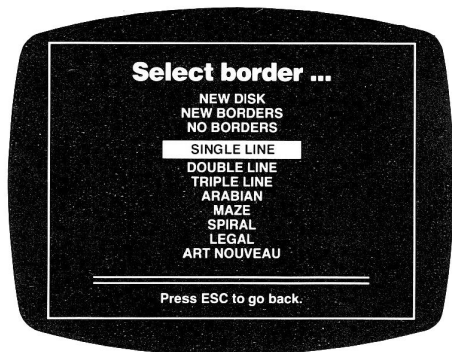
Select the border for the certificate.

A border is a design that goes around the edge of a certificate. There are 24 borders from which you may choose; 8 border names are listed at a time. As you move the cursor through the list of border names, the borders are displayed on the screen. When you see the border you want, select it.

Samples of the borders appear at the back of this book.

Select **More Borders** to see the lists of the next 8 borders.

Select **No Border** to make a certificate with no border.

Select **New Disk** to access the borders on Certificate Library Volume 1. Certificate Library Volume 1 is a separate product that contains 24 new borders, more than 100 new certificates, and six dozen stickers.

(4) Select title font style
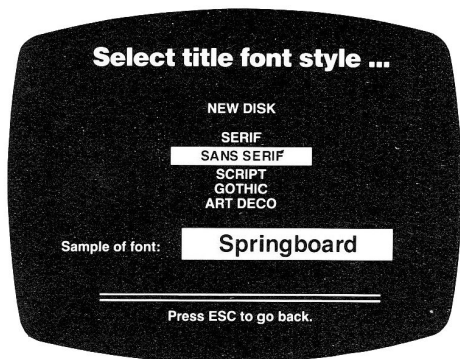
Select the font style you want for the certificate title.

This screen appears only if the certificate has space for you to enter a title *and* if that area is completely blank. (Examples: Certificates 218 and 219.)

If there is space for you to enter a title, but the title area already has some text, such as *Certificate of...* or *The World's Best...,* then the title font style is chosen by the program to match the text already in place.

As you scroll through the list of five font names, you can see a sample of each font at the bottom of the screen. The fonts are:

This is SERIF.
This is SANS SERIF.
This is SCRIPT.
This is GOTHIC.
This is ART DECO.

The font style appears only on the printed certificate, not on the screen while you are entering the title.

The **New Disk** option is reserved for future additions to Certificate Maker.

(5) Enter title text
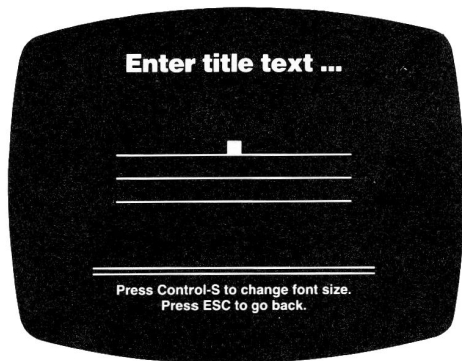
Enter a title for your certificate.

This screen appears only for those certificates that have space set aside for you to enter a title.

You may press [Ctrl-S] to toggle the **font size** between small and medium. The cursor will change size to show the selected size. If you enter some text on a line and then press [Ctrl-S], the size of the text on that line will change. All the text on any given line must be the same size, but you can change the size from one line to the next.

The **number of lines on the screen** indicates how many lines of text you may enter for the title. The number may change depending on the font size you select. These lines do not appear on the printed certificate.

As you type, the **title is centered** on each line.

Note for **multiple-line titles:** While word wrap does work, you may also press [return] to move the cursor from one line to the next.

Pressing [return] on the last line **ends the title entry.**

6 Select body font style
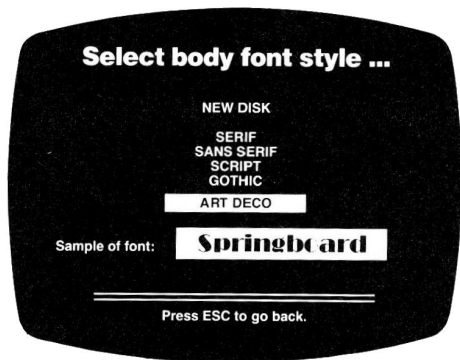
Select the font style you want for the body of the certificate. As you scroll through the list of font names, you can see a sample of each font at the bottom of the screen. The fonts are:

This is SERIF.
This is SANS SERIF.
This is SCRIPT.
This is GOTHIC.
This is ART DECO.

The font you choose for the body text will also be used for the date text (Screen 8).

You may choose any of the five fonts, regardless of the font used for the certificate title. Usually, a certificate looks best when you use the same font for both the title and the body text.

The **New Disk** option is reserved for future additions to Certificate Maker.

7 Enter body text
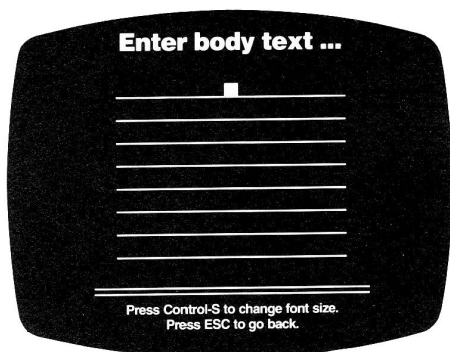
Enter the text you want to appear in the body of the certificate.

There are two font sizes available for the text. Pressing [Ctrl-S] toggles the **font size** between medium and small; the cursor will change size accordingly. All the text on a given line must be the same size, but you may change font size from one line to the next. If you enter some text on a line and then press [Ctrl-S], the size of the text on that line will change.

While **word wrap** does work, you may also press [return] to move the cursor from line to line.

The **number of lines on the screen** indicates how many lines of text you may enter. The number may change depending on the font size you select. These lines do not appear on the printed certificate.

The **text is centered** on each line.

To make **typing corrections**, use the [backarrow] and [delete] keys. To delete an entire line of text, press [esc].

Pressing [return] on the last line **ends the text entry.**

To personalize several copies of the certificate:
Type ***name*** all by itself on the line where you want each name to appear. Don't put any other text on the line that has the *name* wildcard. Just before you print the certificate, the program will ask you what *name* file and which names from that file that you want to use. See Screens A-E for instructions on creating a *name* file.

8 Enter date line
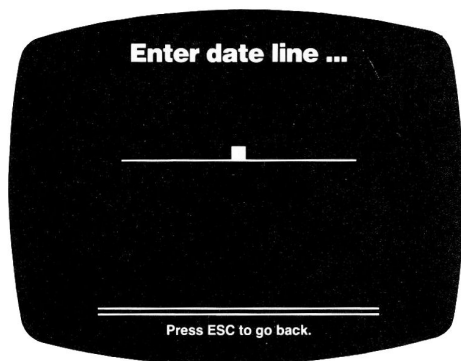
Enter the date text you want to appear on the certificate.

Entering a date is optional. You may decide to leave the date area blank, or you may enter some text other than a date. The line and the word "date" that you see on the template do not appear on the printed certificate.

Because of the amount of space available, not all certificates have enough room to spell out an entire date such as "September 23, 1987." The amount of space allowed for the date is indicated by the length of the line on the screen.

The font style for date text is the same as what you chose for the certificate text on Screen 7. The font size is small and cannot be changed.

Date text examples:

January 1, 1999
7/18/89
Date: _ _ _ _ _ _ _ _ _ _ _
_ _ _ _ _ _ _ _ _ _ _
name
Whatever you want...

9 Enter signature line
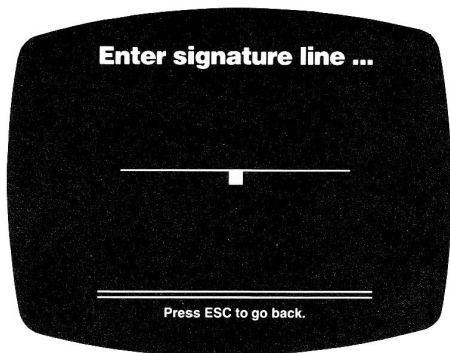
Enter the signature text you want to appear on the certificate.

All certificates include a pre-drawn line on which you can sign your name; the length of the line cannot be changed. The word "signature" beneath the signature line is replaced on the printed certificate by what you enter on this screen.

Signature text is centered beneath the signature line. If you want to move the text to the left, use [Space] to enter some spaces at the end of your name.

There is only one font for signature text. It is a special font that appears only in the signature area.

(10) Select *name* file

Select *name* file to use ...

NEW DISK

FILE1
FILE2
FILE3
FILE4

Press ESC to go back.
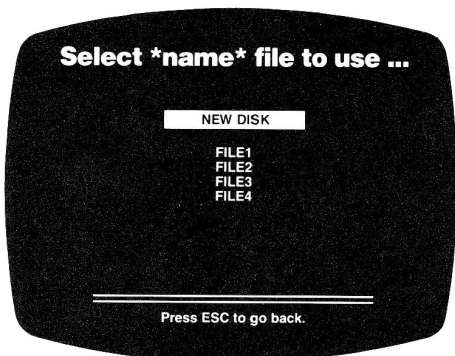
This screen appears only if the body text you entered in Screen 7 has the ***name***
wildcard. See Screen 7 for instructions on entering the *name* wildcard, and see
Screens A-E for instructions on creating and editing a *name* file.

Select the *name* file from which you wish to draw names to be printed on several
copies of the certificate.

If you have not done so already, the program will ask you to insert a *name* file
disk into the appropriate disk drive.

Insert a new disk, then select **New Disk** if the *name* file you want is on a
different disk.

(11) Select names

Select name(s) to print ...

```
┌─────────────────────┐
│  PROCEED TO PRINT   │
└─────────────────────┘
   SELECT ALL NAMES

     Sara Albertson
     Tommy Burton
      Lisa Carlton
      Helen Davis
      Pete Evens
     Greg Fielding
     Mary Georges
      Willy Hall
```

Press ESC to go back.
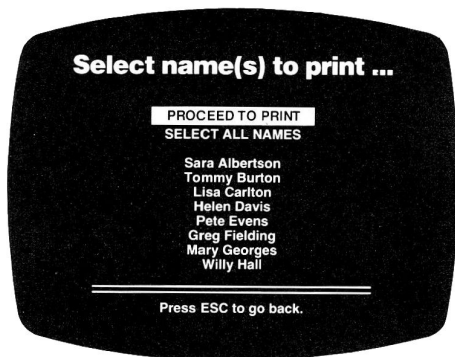
Select **Select all Names** if you want to print a certificate for every name in the file. An asterisk will appear to the left of each name.

Select this option also if you want to select most but not all names from the list. Then move the cursor to the names you *don't* want and press [return] to delete those names.

Select the **individual names** if you want to print certificates for only a few of the names in the file. An asterisk will appear next to each name you select.

To remove a name accidentally selected, move the cursor to the name and press [return].

Select **Proceed to Print** when you are done selecting names.

12 Print certificate

```
          PRINT MENU

Setup: Apple Imagewriter // (wide)
       Apple Super Serial
       Slot #1

        Print Certificate
        Print Test
        Main Menu
        Change Setup

          Press ESC to go back.
```
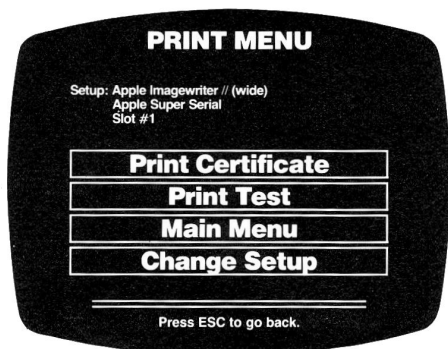
Select **Print certificate** if the printer name displayed is the name of your printer, and if you are sure that the paper is adjusted properly in the printer.

Until you become familiar with how to align the paper for the various certificate formats, it is a good idea to select the Print Test option (described on the following page) before printing a certificate.

The format of each certificate (horizontal, vertical, or small) is as shown in the Certificate Catalog and cannot be changed.

If you are using a color printer that is supported by Certificate Maker, the program will display two menus, one for a border color, and one for text and graphics color.

If your text has a ***name*** wildcard, the program will print one certificate for each name you specified on Screen 11. If the *name* certificates are horizontal or vertical, the program will advance the printer to the top-of-form after each certificate is printed. If the *name* certificates are the small format, the program will print them two to a page.

Note: The program will print about one-third of the certificate at a time, then pause for a few moments before continuing. Don't worry when your printer stops before printing the entire certificate.

When the printing is done, the program returns to the Print Menu. This gives you a chance to print the certificate again.

Select **Print Test** if you want to find out where on the paper the certificate will print. The program will print a four-corner test pattern of the certificate; this saves you from printing the entire certificate when you are not sure if the paper is aligned properly. This option is particularly recommended the very first time you use Certificate Maker and on all occasions when you are printing several *name* certificates.

Print Test is also helpful when you want to make sure that you have selected the right printer in the Change Setup procedure.

Select **Main Menu** if you want to start over or quit Certificate Maker. The information you have entered in Screens 2-11 will be lost.

Select **Change Setup** if the printer setup displayed does not describe your printer. *NOTE:* Apple IIc users must change the setup the first time to accommodate the IIc serial port. The program will display an alphabetical list of all the printers that can be used with Certificate Maker.

Scroll through the list until you find your printer, then select it. The program may have you respond to one or more questions regarding the specific configuration of your printer.

You will have to do the Change Setup procedure only the first time you print a certificate (and again if you ever use Certificate Maker with a different printer). Once you have specified your type of printer, the program remembers it.

Printer Tips

If printing from a *name* file using two disk drives: Insert the *name* data disk into drive 2 when prompted to do so, before selecting the names to print. Insert the Certificate Maker disk in drive 1 when prompted to do so, after selecting the **Print Certificate** option. This avoids frequent disk swapping during printing.

If the printer skips lines while printing a certificate, turn off the automatic linefeed setting on your printer. See your printer manual for instructions. (Note: Some of the Change Setup procedures allow you to turn off linefeed without physically adjusting your printer.)

If the printer doesn't work, turn it off and back on again, then go through the Change Setup procedure. If that doesn't help, compare your DIP switch settings to those recommended in your printer manual.

This chapter explains how to create a new *name* file and how to edit an existing *name* file. At the top of each page, the entry screen is lettered in the order in which you will use it. Follow this flow chart for quick reference.

Create new *name* file

1

→ **Select:** *Name* File

A
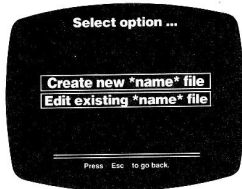
→ **Select:** Create new *name* file

B
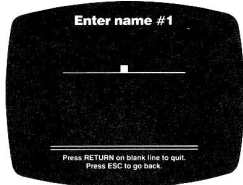
C

Edit existing *name* file

1

→ **Select:** *Name* File

A
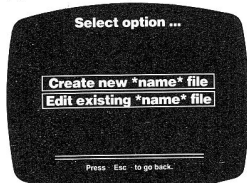
→ **Select:** Edit existing *name* file

10

E

D

C

A Select *name* file option

Select option ...

Create new *name* file
Edit existing *name* file

Press <Esc> to go back.
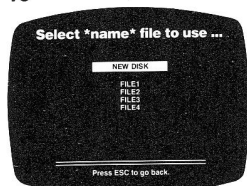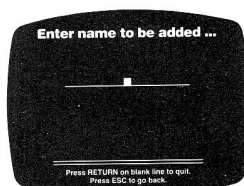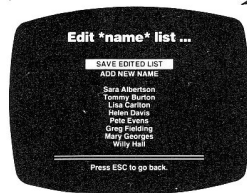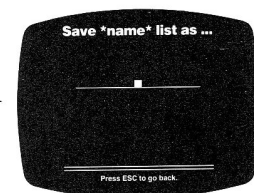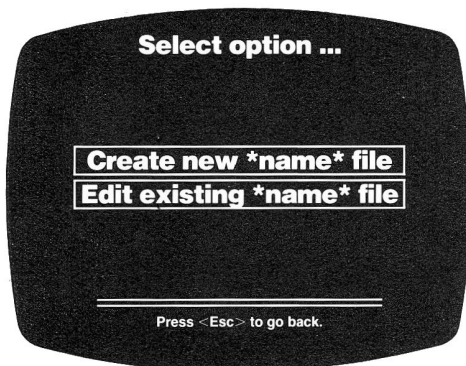
This is the first screen you see when you select the *Name* File option from the Main Menu.

Select **Create new *name* file** if you want to make a new list of names. The program goes to Screen B, Enter Names.

Select **Edit existing *name* file** if you want to make additions, corrections, or deletions to an existing file. The program goes to the **Select *name* file** screen, as shown below.

Select *name* file to use ...

NEW DISK

FILE1
FILE2
FILE3
FILE4

Press ESC to go back.
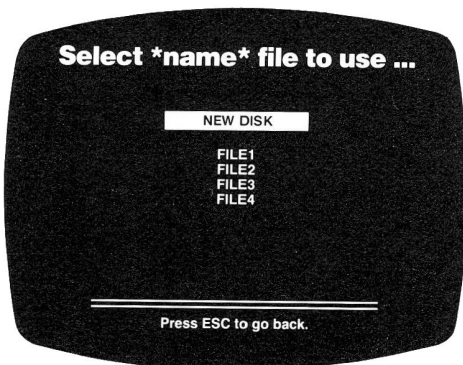
Select the *name* file you want to edit.

If you have not done so already, the program will ask you to insert a *name* file disk into the appropriate disk drive.

The program goes to Screen D, Edit *Name* File.

Change the disk in the disk drive, then select **New Disk** if the *name* file you want is on a different disk.

B Enter names
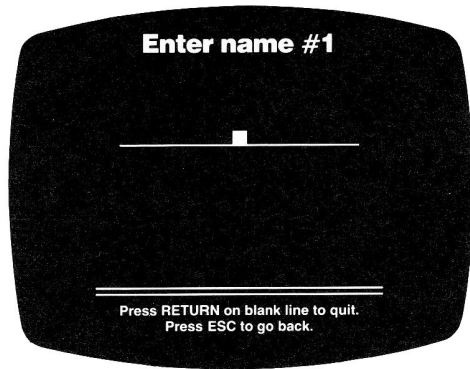
Enter each name that you want to appear in the file. Each file may contain up to 75 names. As you enter names, the number at the top of the screen indicates how many names are in the file.

Each name in the list can be up to 25 characters long. Within that limit, each name may contain as many words as you like. Enter each name as you want it to appear on the certificate (e.g., *Mary Smith* not *Smith, Mary*).

Make sure the name is correct before you press [return]! Once you press [return], the only way to correct a name is through the **Edit existing *name* file** procedure (Screen D). To make corrections use the [backarrow] or [delete] key as described in the Introduction.

The order in which you enter names is not important. When you save a *name* file, the program automatically alphabetizes the list by the last word you enter.

When you are done entering names, press [return] when the entry line is blank.

C Save *name* file

Save *name* list as ...

Press ESC to go back.
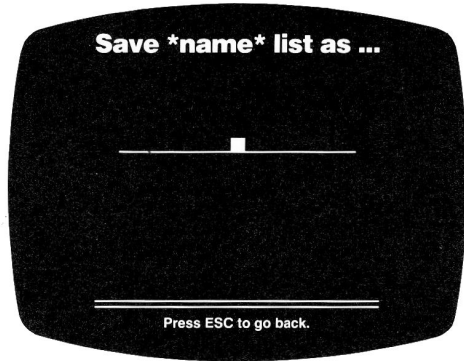
Enter a name for the *name* file. Choose a name that will help you remember the contents of the file.

Name files have filename prefixes, but the prefixes are assigned by the program automatically. You cannot include a filename prefix when naming a *name* file. The prefix assigned by the program is CMN (CMN.FILENAME). The only time you will need to use the filename prefix is when you are copying or deleting a file in ProDOS.

Name files must be saved on a data disk. Never save a *name* file on the Certificate Maker Master Program or Certificate disk. If you have more than one disk drive, the program displays a message reminding you which drive to use.

If you are saving an edited file, you can keep both the original and edited versions of the file by assigning a new name to the file, or you can get rid of the original version by assigning its name to the edited version.

For more information on disks, filenames, and filename prefixes, see your ProDOS manual.

When the file has been saved, the program returns to Screen 1, the **Main Menu.**

D Edit *name* file

```
            Edit *name* list ...

              ┌─────────────────────┐
              │  SAVE EDITED LIST   │
              └─────────────────────┘
                  ADD NEW NAME

                 Sara Albertson
                 Tommy Burton
                  Lisa Carlton
                  Helen Davis
                   Pete Evens
                  Greg Fielding
                  Mary Georges
                   Willy Hall
              ═══════════════════════
                Press ESC to go back.
```
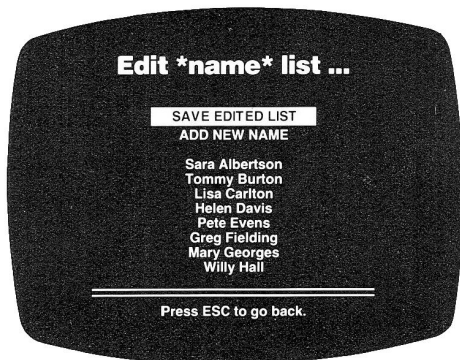
Select **Add new name** if you want to add one or more names to the file. The
program goes to Screen E, **Enter name to be added.**

Select **a previously entered name** if you want to delete that name from the list. As
you scroll through the list of names, each name is highlighted, and the word Delete
appears next to it. When the name you want to delete is highlighted, press [return].

You cannot edit a previously entered name. Thus, in order to change *Mray Msith* to
Mary Smith, you must first delete the incorrect name, then select Add new name
and enter the correct name.

Select **Save edited file** when you are done editing the file. The program goes to
Screen C, **Save *name* file.**

E Enter name to be added

Enter name to be added ...

Press RETURN on blank line to quit.
Press ESC to go back.

Enter each name you want to add to the file. Remember, each name can be up to 25 characters long, and there is a maximum of 75 names per file.

To make corrections, press [backarrow] or [delete] before pressing [return]. Once you have entered a name, you can correct it only from Screen D, **Edit *name* file.**

When you are done entering names, press [return] when the entry line is blank. The program goes to Screen D, **Edit *name* file.** From there, you can save the file.

On Screen D, the names you added will appear at the end of the list. Then, when you save the file, the names will be arranged in alphabetical order.
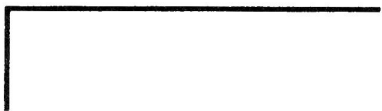
Single Line

Legal

Double Line

Art Nouveau

Triple Line

Victorian

Arabian

Lace

Maze
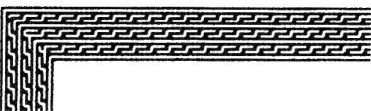
King Arthur

Spiral
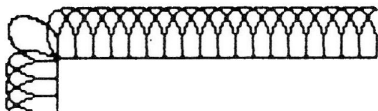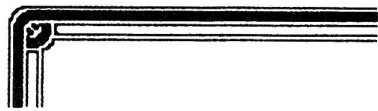
Persian

Links
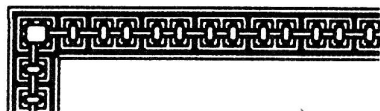
Snake

African

Egyptian

Gothic

Disk

Weave
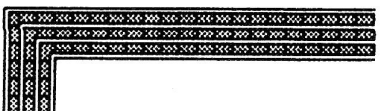
Skull

Bear
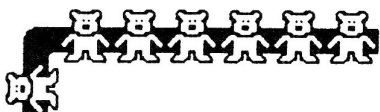
Duck

Heart
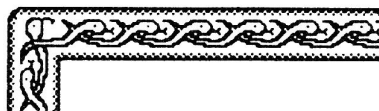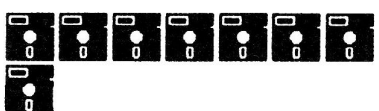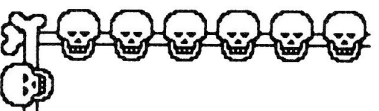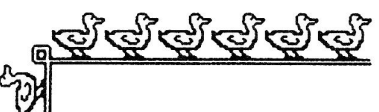
Smile

1

MOST VALUABLE MEMBER

Date

Signature

2

BAD HAIRCUT AWARD

Signature

Date

3

AWARD FOR QUITTING SMOKING

Signature

Date

4

RUDE AWAKENING AWARD

Signature

Date

5

COUCH
POTATO
AWARD

Signature

Date

6

BACK SEAT
DRIVER AWARD

Signature

Date

7

*Can of Worms
Award*

Signature

Date

8

AWARD FOR
**Painting
Yourself into
a Corner**

Signature   Date

9

COMPUTER
OPERATOR'S
LICENSE

Signature
Date

10

COMPUTER
WHIZ–KID
AWARD

Signature
Date

11

PROCRASTINATOR'S
AWARD

Slow Down
and Live
IT WILL BE THERE
WHEN YOU FIND
IT'S TIME

Signature
Date

12

TROUBLESHOOTER'S
CERTIFICATE
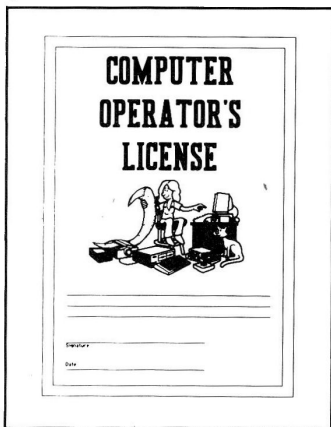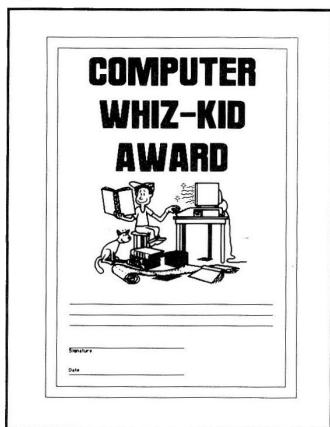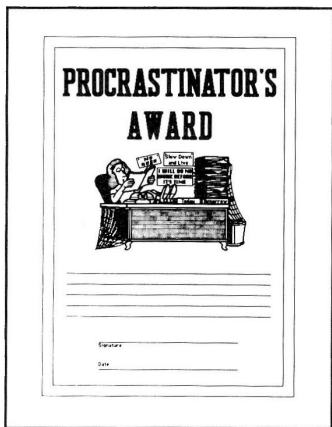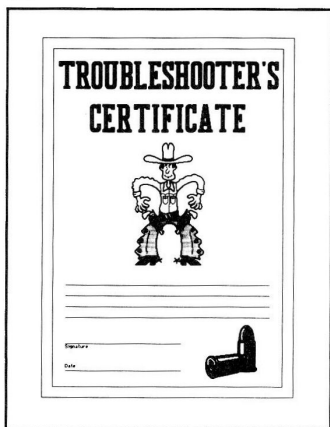
Signature
Date

13

COOLNESS
UNDER
PRESSURE

Signature

Date

14

"STICKING TO
YOUR GUNS"
AWARD

Signature

Date

15

LEMON
AWARD

Signature

Date

16

WANTED

PASTE
PHOTO
HERE

Signature

Date

17

TEAM WORK
AWARD

Signature

Date

18

WORST JOKE
AWARD

Signature

Date

19

GLOBETROTTER'S
CERTIFICATE

Signature

Date

20

MS. KNOW-IT-ALL
AWARD
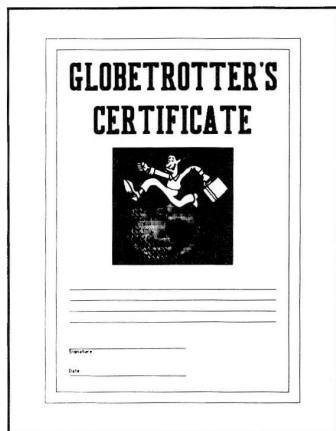
Signature

Date

21

MR. KNOW-IT-ALL
AWARD

Signature

Date

22

Best Kisser
Award

Signature

Date

23

SWEET TOOTH
CERTIFICATE

Signature

Date

24

BEER
CONNOISSEUR'S
LICENSE

Signature

Date

25

WINE TASTER'S
CERTIFICATE

Signature
Date

26

WINE
CONNOISSEUR'S
CERTIFICATE

Signature
Date

27

Pigsty Award

Signature
Date

28

OUT ON A
LIMB

Signature
Date

29

BEST VACATION
PICTURES AWARD

Signature

Date

30
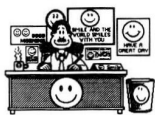
PHOTOGRAPHER'S
AWARD

Signature

Date

31

CHEERFULNESS
AWARD

Signature

Date

32

WHAT WILL I
BE WHEN I
GROW
UP ?

Signature

Date

33

DRIVER'S
LICENSE

Signature

Date

34

INFECTING
CO-WORKERS

ACHOO

Signature   Date

Signature   Date

35

Quack
License

Physics
Diploma

Bogus University
Degree

Signature

Date

36

OUTSTANDING IN
YOUR FIELD

Signature

Date

37

MOST VALUABLE
PLAYER

Signature

Date

38

LEAST VALUABLE
PLAYER

Signature

Date

39

Horrible
Mention

Signature

Date

YUCK

40

Thanks for
Nothing Award

Signature

Date

41

Certified Idiot

Signature
Date
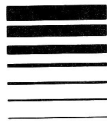
42

Foot in Mouth
Award

Signature   Date

43

BIG MOUTH
AWARD

Date
Signature

44

MURPHY'S LAW DEGRE

Date
Signature

45

COMMUNITY SERVICE
AWARD

Signature

Date

46

OUTSTANDING
ATTITUDE

Signature

Date

47

The
Widest, Thinnest,
Tallest, Smallest
Award

Signature   Date

48

Nicest Smile
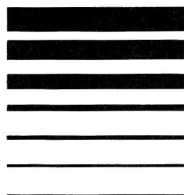
Signature

Date

49

Dead Carp
Award

Signature

Date

50

HARDEST WORKER
AWARD

Signature
Date

51

CLOCK WATCHING
AWARD

Date
Signature

52

Happy
Birthday
Certificate

Signature   Date

53

PARTY
ANIMAL

Signature
Date

54

MASTER
CERTIFICATE
MAKER™

Signature
Date

SPRINGBOARD™
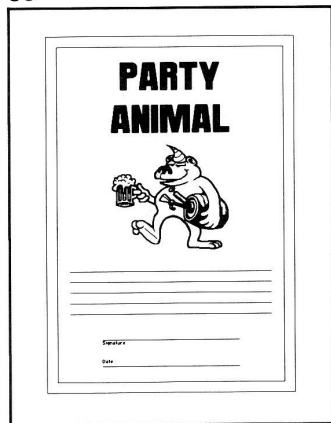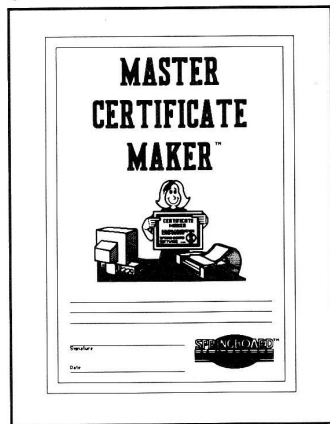
55

COMPANY CLOWN

Signature

Date

56

BEST BOSS AWARD

Signature

Date

57

BEST BOSS AWARD

Signature

Date

58

BEST SECRETARY AWARD

Signature

Date

Great Job!

59

BEST SECRETARY
AWARD

Signature

Date

Great Job!

60

Most
Coffee Breaks
Award

Signature

Date

61

Certificate
of
Promotion

Signature

Date

62

EMPLOYEE OF THE
WEEK

Signature

Date
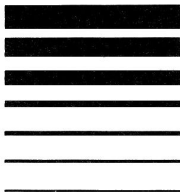
63

EMPLOYEE OF THE
MONTH

Signature
Date

64

EMPLOYEE OF THE
YEAR

Signature
Date

65

READING
AWARD

Signature
Date

66

Certificate of
READING PROFICIENCY

Signature
Date

67
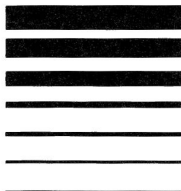
WRITING AWARD

68

Certificate of
WRITING PROFICIENCY
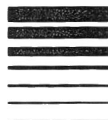
69

MATHEMATICS AWARD

70

Certificate of
MATHEMATICS SKILLS

71

Certificate of
ART PROFICIENCY

72

Certificate of
MUSIC PROFICIENCY

Signature

Date

73

Certificate of
GEOGRAPHY SKILLS

Signature

Date

74

Certificate of
SCIENCE PROFICIENCY

Signature

Date

75

Certificate of
SPELLING PROFICIENCY

Signature

Date

76

Certificate of
HISTORY PROFICIENCY

Signature

Date

77

Certificate of
SOCIAL STUDIES
PROFICIENCY
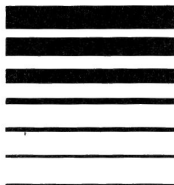
Date

Signature

78

Certificate of
PHYSICAL EDUCATION
PROFICIENCY

Signature   Date

79

CLASS CLOWN

Signature

Date

80

Certificate
of
Scholastic Achievement

Signature

Date

81

Certificate
of
Graduation

Signature

Date

82

83

84
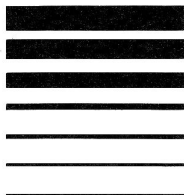
85

World's Greatest
Athlete

_____
_____
_____
_____
_____
Signature   Date

86

World's Worst
Athlete

_____
_____
_____
_____
_____
Signature   Date

87

POOR
SPORTSMANSHIP
AWARD

_____
_____
_____
_____
Signature   Date

88
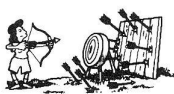
SKIING
AWARD

_____
_____
_____
Signature
Date

89

MARKSMANSHIP
AWARD

Signature

Date

90

FISHING
AWARD

Signature

Date

91

BASKETBALL

AWARD

Signature
Date

92

Signature   Date

93

94

FOOTBALL
AWARD

Signature
Date

95

Signature
Date

96

Date
Signature

97

BASEBALL
AWARD

Signature

Date

98

Signature   Date

99

Signature   Date

100

GYMNASTICS
AWARD

Signature

Date

Sports   Disk 2   Side A

101

102

GYMNASTICS
AWARD

Signature
Date

103

Signature
Date

104

HOCKEY
AWARD

Signature
Date

105

106

108

107

TENNIS AWARD

109

110

TRACK & FIELD
AWARD

Signature

Date

111

Signature   Date

112

Signature   Date

113

GOLFING
AWARD

Signature

Date

114

115

117

116

SOCCER
AWARD

118

119

BOWLING AWARD

120

121

122

RACQUETBALL AWARD

123

125

124

126

127

128

GREATEST
BACKYARD CHEF

Signature

Date

129

CLEAN ROOM
AWARD

OK

Signature

Date

130

Award for
Eating All Of
Your Yucky
Vegetables

Signature

Date

131

Certificate
of
Wedded Bliss

Signature

Date

132

ANNIVERSARY
AWARD

133

Newborn Baby
Award

134

Clean Teeth
Award

135

Gourmet
Chef Award

136

CERTIFICATE OF
LOVE

Signature

Date

137

Sweetheart
Award

Signature

Date

139

IN THE
DOGHOUSE

Signature

Date

138

ADOPTION CERTIFICATE

Signature

Date

140

Dog Owner's
License

Signature

Date

141

Cat Owner's
License

Signature

Date

142

Bird Owner's License

Signature

Date

143

BEST FRIENDS
CERTIFICATE

Signature

Date

144

BEST FRIENDS
CERTIFICATE

Signature

Date

145

BEST FRIENDS
CERTIFICATE

Signature

Date

146

BEST FRIENDS
CERTIFICATE

Signature

Date

147

BEST FRIENDS
CERTIFICATE

Signature

Date

148

BEST FRIENDS
CERTIFICATE
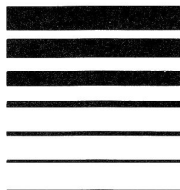
Signature
Date

149

Signature
Date

150

Signature
Date

151

152

153

154

155

GOOD GIRL
AWARD

Signature

Date

156

GOOD BOY
AWARD

Signature

Date

157

BAD GIRL
AWARD

Signature

Date

158

BAD BOY
AWARD

Signature

Date

159

BEST MOM
AWARD

Signature

Date

160

BEST DAD
AWARD

Signature

Date

161

Signature

Date

162

Signature

Date

163

164

165

166

167

168

169

170

171

172

173

174

175

176

177

178

179

180

181

182

Certificate
of
Merit

Signature
Date

183

Certificate
of
Achievement

Signature
Date

184

Certificate
of
Excellence

Signature
Date

Fantastic

185

Certificate
of
Appreciation

Signature
Date

186

Certificate
of
Recognition

Signature
Date

Great Job!

187

Certificate
of
Attendance

Signature
Date

188

Certificate
of
Membership

Signature
Date

189

Certificate
of
Participation

Signature
Date

190

Certificate
of
Completion

Signature
Date

191

Certificate
of
Improvement

Signature
Date

192

Certificate
of
Proficiency

Signature
Date

193

Certificate
of
Performance

Signature
Date

194

Certificate
of

Signature
Date

195

Certificate
of

Signature
Date

196

Certificate of

Signature
Date

197

Award
For
First Place

Signature
Date

198

Award
For
Second Place

Signature
Date

199

Award
For
Third Place

Signature
Date

200

Honorable
Mention

Signature
Date

201

Award for
Best Idea

Signature
Date

202

EFFICIENCY
AWARD

Signature
Date

203

Citizenship
Award

Signature
Date

General Awards   Disk 2   Side B

204

Award

Signature

Date

205

Award

Signature

Date

206

AWARD

Signature

Date

207

Award
for

Signature

Date

208

Award for

Signature

Date

209

JOB WELL DONE

Signature

Date

210

LICENSE

Signature
Date

211

License

Signature
Date

212

License

Signature
Date

213

Thank You

Signature
Date

214

Congratulations

Signature
Date

215

MOST LIKELY TO

Signature
Date

216

BEST SUGGESTION

Signature

Date

217

Signature

Date

218

Signature

Date

219

Signature

Date

220

Signature

Date
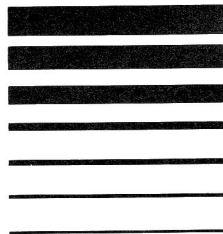
Limited Warranty

Springboard Software, Inc., warrants this software product against defects in manufacturing for a period of thirty days following purchase. If during that period, you cannot properly load the program, you may return it with proof-of-purchase date to Springboard for a replacement. After thirty days a replacement can be obtained by sending the original product and $5.00 to the manufacturer, provided that the software is then being manufactured by the manufacturer.

Returns should be sent to: Springboard Software, Inc., 7808 Creekridge Circle, Minneapolis, MN 55435.

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Springboard Software, Inc.
7808 Creekridge Circle
Minneapolis, Minnesota 55435
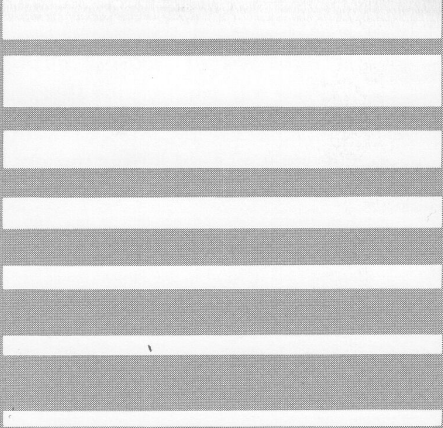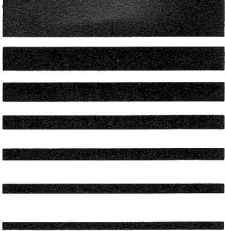
DISCOVER
The Possibilities

WARRANTY REGISTRATION
AND
BACKUP ORDER CARD

Thank you for choosing Springboard programs. When you send in your Warranty Registration card you become an official Springboard customer. That means you are entitled to these special customer benefits.

Springboard Gives You Product Support You Can Count On

Customer Support Hotline

If you have a question, we're here to help you. Most questions should be answered in the instruction manual. If not, you can call our customer support staff at **(612) 944-3912**. It helps if you have your program running on your computer when you call.

Money-Back Guarantee

If you're not satisfied within 30 days of purchasing this Springboard product, we'll refund your money. Simply return the package, its contents and your sales or shipping receipt for a prompt refund.

Lifetime Replacement Policy

By filling out and returning the Warranty Registration card, you are eligible for a Lifetime Replacement Policy. At any time a FREE replacement for a defective disk can be obtained from Springboard. Send the original disk set to avoid compatibility problems along with $5.00 to cover postage and handling. Springboard will promptly send out your replacement provided that the software is still being manufactured at the time.

Backup Policy

This Springboard program is copy-protected and cannot be duplicated. If you try to duplicate this program you may damage your software. Purchasing a backup from Springboard is the best way to protect your software investment. To order a backup, see the attached Backup Order Card.

New Product Information

Springboard is always up to something new. You can keep informed of new products and of updates to products you have purchased by returning your Warranty Registration card.

Name _____ Age _____ Sex ☐ M ☐ F

Street Address _____ Phone (   ) _____

City _____ State _____ Zip _____ Date Purchased _____

Title of Product Purchased

21 ☐ Certificate Library	09 ☐ Clip Art Coll. Vol. 3	05 ☐ Fraction Factory	04 ☐ Piece of Cake Math
20 ☐ Certificate Maker	01 ☐ Early Games for	25 ☐ Graphics Expander	15 ☐ Puzzle Master
07 ☐ Clip Art Coll. Vol. 1	Young Children	14 ☐ Mask Parade	16 ☐ Rainbow Painter
08 ☐ Clip Art Coll. Vol. 2	02 ☐ Easy as ABC	06 ☐ The Newsroom	03 ☐ Stickers

Type of Hardware   **Disk Size**

01 ☐ Apple II & compatibles	09 ☐ Atari	P ☐ Dot Matrix Printer	01 ☐ 3½" Disk
11 ☐ Apple IIGS	R ☐ Mouse	S ☐ Speed-up Card	02 ☐ 5¼" Disk
02 ☐ IBM/Tandy & comp.	F ☐ Floppy Disk Drive	L ☐ Laser Printer	
03 ☐ Commodore	H ☐ Hard Disk Drive	99 ☐ Other _____	
04 ☐ Macintosh			

Are you satisfied with your purchase? Yes _____ No _____ Comments _____

_____

_____ $_____ Price Paid

Where Purchased

01 ☐ Computer Chain Store	03 ☐ Toy Store	06 ☐ Discount Store	09 ☐ Direct from
02 ☐ Independent Computer	04 ☐ Software Only Store	07 ☐ Mail Order	Springboard
Store	05 ☐ Department Store	08 ☐ Other_____	

Reason for Purchase

11 ☐ Home Use (Personal)	21 ☐ School Use (K-8)	23 ☐ School Use (College)	31 ☐ Business Office Use
12 ☐ Home Use (Business)	22 ☐ School Use (9-12)	24 ☐ School Adm. Use	32 ☐ Non-profit
			Organization Use

Detach Here

You have purchased a copy-protected program. To order a backup copy of the program, just complete the following 4 steps. Your backup will be shipped promptly.

1.
Please return the Warranty Registration card for the program you purchased with this order card.

2.
To receive the correct backup, please fill out this card and your Warranty Registration completely.

3.
Enclose your proof-of-purchase of the Springboard program. Keep a copy for your records.

4.
Enclose a check or money order for $12.00 payable to Springboard Software.

Name _____

Address _____

City _____ State _____ Zip _____

Phone (   ) _____ Date Purchased _____

Product Title _____

Computer Format _____ Disk Size ☐ 3½" ☐ 5¼"

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Detach Here

BUSINESS REPLY CARD

FIRST CLASS   PERMIT NO. 19365   MINNEAPOLIS, MN USA

POSTAGE WILL BE PAID BY ADDRESSEE

Springboard Software, Inc.
Attention: Warranty Registration
7808 Creekridge Circle
Minneapolis, MN 55435-9805

100.300