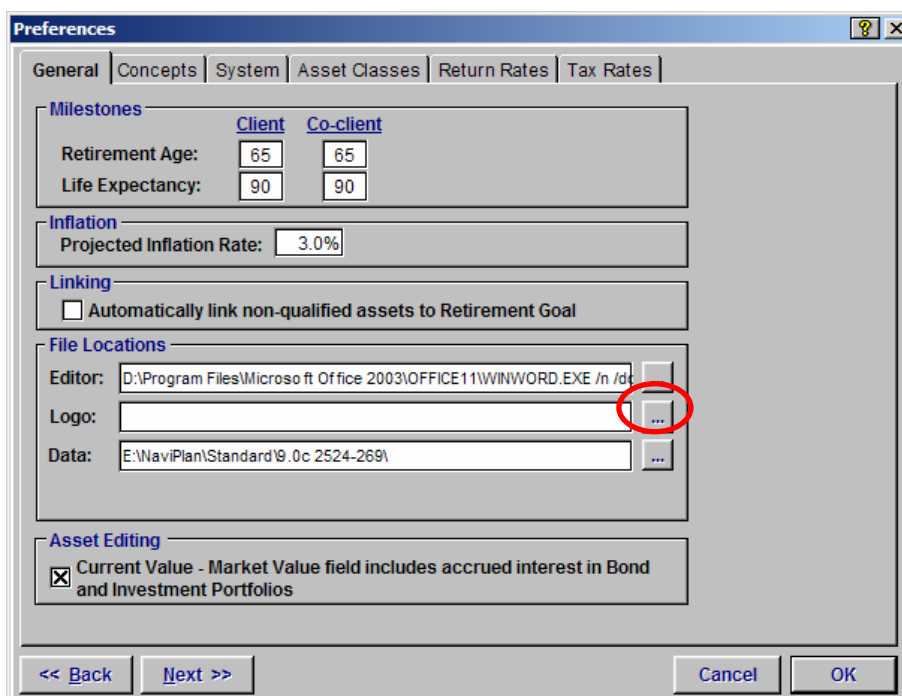


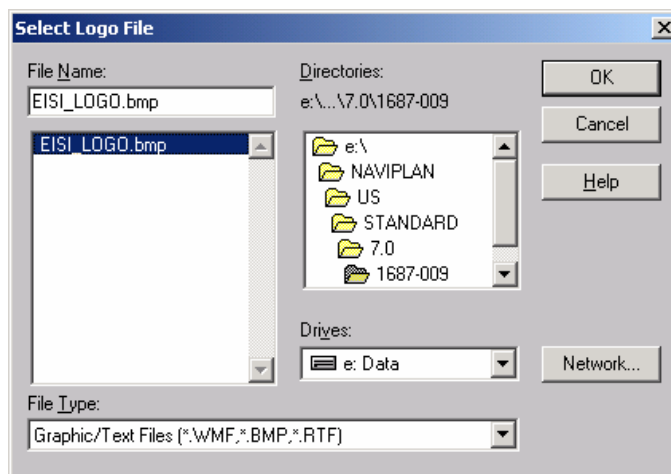
## Using customized logos

You can use a customized logo in NaviPlan so that it appears on the title page of the *Client Report*, the *Executive Summary* report, the *Financial Needs Assessment* report, and on the *Report* tab in concepts. The accepted logo file formats are Windows Bitmap (BMP), Windows Metafile (WMF), and Rich Text Format (RTF).

1. To make your customized logo available, go to the **Edit** menu, and then select **Preferences – General** tab.
2. Click the button to the right of the *Logo* field.



3. Navigate to the folder where the logo file resides, select the appropriate file, and then click **OK**.



4. The path to the customized logo now appears in the *Logo* field.
5. Click **OK** to return to the NaviPlan desktop.

Verify how the logo looks by generating a client report. You may have to resize your customized logo, which you can do with a third-party graphics program.

