# CMS Client Config Print FAQ's
# AstraZeneca UK

Version 1 (28/03/2017)

# Contents

# AZ Config Print FAQ's

### 1. What items are available?

Currently business cards are the first items available to AZ UKMC staff, however this may be expended to other common items as required.

### 2. What is the lead time for business cards?

The service level is 5 working days from submission of order.

### 3. How many can I order?

The system allows a minimum of one box of 100, in 100 steps to a maximum of 5 boxes of 100.

### 4. What is the specification?

The specification conforms to AZ Brand guidelines and is sized 55 X 85mm, printed on 300gsm Colotech card

### 5. Can I have a printed reverse image?

Yes, you can select an image from a range as part of the configuration process, but please note the guidelines relating to specific images relating to certain business units.

### 6. Can I add my qualifications?

Yes, the system contains a drop down of frequently used qualification options.

### 7. What if I my qualification is not listed?

Contact AZUKMCService@xerox.com and we will look to add your qualifications to the system.

### 8. Do I see a proof of the business card?

Yes. Part of the configuration process is to view a proof, and the user needs to click a button to signify proof approval prior to proceeding. If you notice an error, you can go back and correct, and re-proof.

### 9. What if I notice an error after submission, can I change it?

Unfortunately, no. The process is automated and on submission sends the file direct to print.

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