# Organization : «company\_name»

«Image:company\_logo»

Attn : «firstname» «lastname»

Fax number : «fax\_direct»

Date :

Dear «firstname»,

Thank you for trying the IT2BE Word Plug-in for Servoy. The ultimate solution to create a MS Word document without the need to open or use MS Word.

1. position your cursor at the position you want the bookmark
2. select menu Insert/Field
3. select Categories: Data Merge, Field Names: MergeField
4. type the name of the dataprovider in the input field
5. press enter

\*. When you want to insert an image you should make it an image type (prefix with Image:) as shown

When you see more than one page with personalized data in this document you know the Word Plug-in works.

You can use this template as an example.

Sincerely

IT2BE