



Verify Me!

TO :

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Dear Jhon

You first need to add document in SureQR. Once a document has been added, QR code for the document is generated automatically. You just have to view the document and print or embed the QR code. Here is a step-by-step guide

How to add a document to secure with QR code

1. Go to Add Document in left navigation pane and fill information about the document.
2. Press Save to add the document
3. Press Print button and a blank A4 size PDF will open with moveable QR code.
4. Drag the QR code and drop it on the location of page where it seems appropriate.
5. Hit Save button, and a PDF will be downloaded.
6. Add your printed paper in the printer, open downloaded PDF and Print

You can change size, color, label, logo and other settings for QR code in Settings. You can alternatively generate QR code in bulk by importing documents data from csv or Excel file and avoid manual entry for each document

Jon Doe
Head of Marketing