



# How to manage Templates in HP Applications Center

## Templates

They are a quick way to reuse a previously made project to create a new design in the same environment that the original one.

Access them via the main menu at the top of the interface

## Overview

A template is either created from a specific order (see the Orders section on the Help Center for more information) or from the Create new template button here.

You can assign templates to individual customers, who will then be able to see and use them.

Groups of templates can be used to categorize them, and will be explained later on.

The screenshot shows the HP Applications Center dashboard. The top navigation bar includes 'Dashboard', 'Orders', 'Customers', 'Templates' (highlighted with a blue dashed circle), 'Content', and 'Applications'. The 'Younique' user profile is visible in the top right. The main content area features a 'Dashboard' section with a brief description, an 'Orders Summary' table, and 'WallArt suite apps' (Wallcoverings, Canvas, Posters) with 'Create' buttons.

Order ID	Product	Date	Amount
Order: #213870	Wallpaper	02/13/17 11:14	\$ 44.61
Order: #211917	X-banner	02/ 2/17 07:43	\$ 25.84
Order: #211544	Roller	01/31/17 16:33	\$ 32.30

The screenshot shows the HP Applications Center 'Templates' page. The 'Templates' menu item in the top navigation bar is highlighted. A 'Create new template' button is circled in blue. Below the navigation, there are filters for 'View by' (All customers) and 'Show' (All types), along with a 'Refresh' button. A table lists various templates with columns for Name, Customer, Type, Last use, and Actions.

Name	Customer	Type	Last use	Actions
Example	Starm Charm Hotel	Posters <i>From kiosk</i>	02/22/2017 09:56 UTC	Use template
Multicanvas	Starm Charm Hotel	Canvas <i>From kiosk</i>	01/13/2016 15:23 UTC	Use template
My Banner	Starm Charm Hotel	Banner <i>From kiosk</i>	02/20/2017 13:31 UTC	Use template
wed retailer	Your Dress	Wallcoverings <i>From kiosk</i>	06/07/2016 09:54 UTC	Use template
wed retailer	Your Dress	Wallcoverings <i>From kiosk</i>	-	Use template
Ian's bedroom	-	Wallcoverings <i>From web</i>	06/07/2016 09:54 UTC	Use template
Ian's bedroom	-	Wallcoverings <i>From web</i>	08/23/2016 15:35 UTC	Use template
Hello	-	Wallcoverings <i>From web</i>	08/23/2016 15:31 UTC	Use template

## Managing a template

Clicking the three dots will allow you to:

- View the template
- Edit it
- Update its thumbnail
- Assign it to a group (see about Groups later on)
- Delete it
- Access its settings.

## Templates

Create new template

Show groups [Create new group](#) View by: All customers Show: All types Refresh

Name	Customer	Type	Last use	Actions
 Example	Starm Charm Hotel	Posters <small>From kiosk</small>	02/22/2017 09:56 UTC	 <a href="#">Use template</a>
 Multicanvas	Starm Charm Hotel	Canvas <small>From kiosk</small>	01/13/2016 15:23 UTC	 <a href="#">Use template</a>
 My Banner	Starm Charm Hotel	Banner <small>From kiosk</small>	02/20/2017 13:31 UTC	 <a href="#">Use template</a>
 wed retailer	Your Dress	Wallcoverings <small>From kiosk</small>	06/07/2016 09:54 UTC	 <a href="#">Use template</a>
 wed retailer	Your Dress	Wallcoverings <small>From kiosk</small>	-	 <a href="#">Use template</a>
 lan's bedroom	-	Wallcoverings <small>From web</small>	06/07/2016 09:54 UTC	 <a href="#">Use template</a>
 lan's bedroom	-	Wallcoverings <small>From web</small>	08/23/2016 15:35 UTC	 <a href="#">Use template</a>
 Hello	-	Wallcoverings <small>From web</small>	08/23/2016 15:31 UTC	 <a href="#">Use template</a>

Show 10 entries < Previous Next >

## Template settings

Those include:

- Name
- Space (see Groups)
- Trim lines
- Footer
- Other production settings specific for that application

Here you will also find the external link for using that template.

HP Applications Center Help Center

Dashboard Orders Customers Templates Content Applications

### Production Settings

Name \*

Space

Trim lines  
 None  
 Ordinary ⓘ  
 Fotoba ⓘ

Bleed (in centimeters) ⓘ

Footer type  
 Large ⓘ  
 Small ⓘ  
 No footer ⓘ

\* = Required field Cancel [Save](#)

URL to create new project from this template via external link

[https://designer.hpwallart.com/youunique/templates/b0e5890b-d322-23ac-c3d8-dc06de358ece/new\\_project?external\\_link=true](https://designer.hpwallart.com/youunique/templates/b0e5890b-d322-23ac-c3d8-dc06de358ece/new_project?external_link=true)

## Groups

Templates are sometimes used to redecorate specific locations and spaces, such as a shop or an office, for recurring customers

You will be able to create spaces and assign those to customers.

Those spaces or groups, can also be used to filter templates and sort them.

**Templates**

Hide new templates  Show groups [Create new group](#)   All types

**Create new group**

Groups are a way to organize templates. We recommend you to use this to group different templates that pertain to a concrete place.

Group Name:

Customer:

Location	Number of templates	Template Name	Customer	Type	Created At	Actions	
London	1 templates	Example	Starm Charm Hotel	Posters	From Kiosk	02/22/2017 15:31 UTC	<input type="button" value="Use template"/>
Moscow	0 templates						<a href="#">Edit</a> <a href="#">Delete</a>
Paris	0 templates						<a href="#">Edit</a> <a href="#">Delete</a>
New York	2 templates	Multicanvas	Starm Charm Hotel	Canvas	From Kiosk	01/13/2016 15:23 UTC	<input type="button" value="Use template"/>
		My Banner	Starm Charm Hotel	Banner	From Kiosk	02/20/2017 13:31 UTC	<input type="button" value="Use template"/>
Madrid	1 templates	wed retailer	Your Dress	Wallcoverings	From Kiosk	06/07/2016 09:54 UTC	<input type="button" value="Use template"/>
Barcelona	1 templates	wed retailer	Your Dress	Wallcoverings	From Kiosk	-	<input type="button" value="Use template"/>
Unassigned	17 templates	Ian's bedroom	-	Wallcoverings	From web	06/07/2016 09:54 UTC	<input type="button" value="Use template"/>
		Ian's bedroom	-	Wallcoverings	From web	08/23/2016 15:35 UTC	<input type="button" value="Use template"/>
		Hello	-	Wallcoverings	From web	08/23/2016 15:31 UTC	<input type="button" value="Use template"/>

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