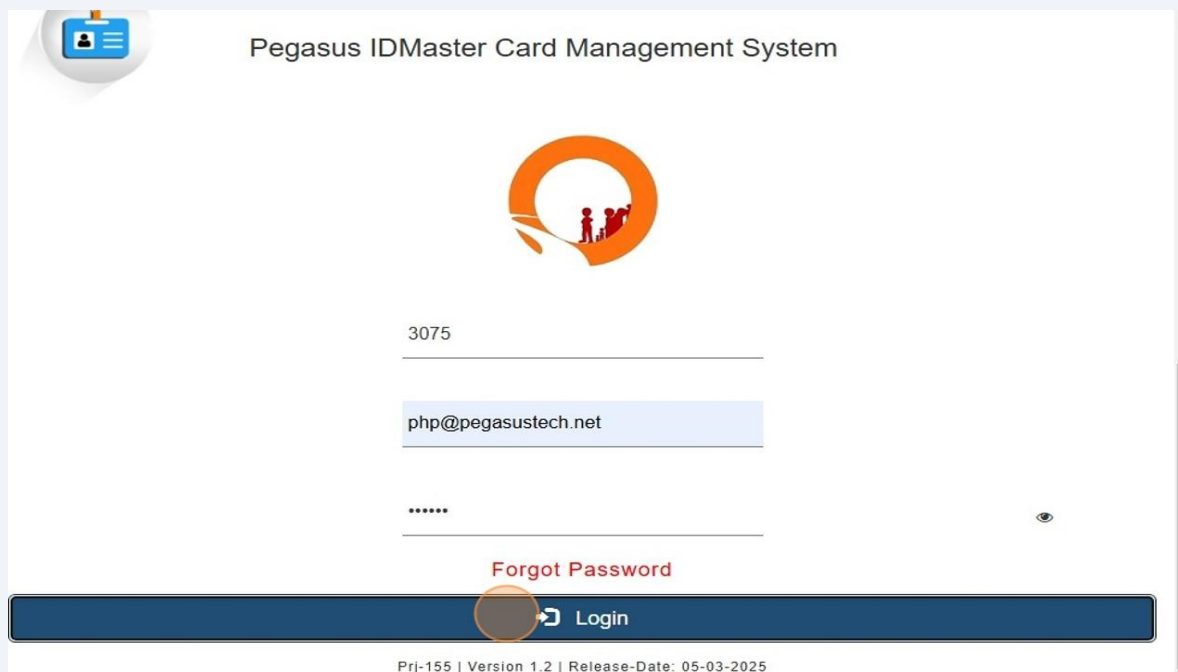


# Pegasus ID Master Card Printing Software Guide (User Manual) 2025

**1** Navigate to [https://www.pegasustek.com/idmaster/?reg\\_code=3075](https://www.pegasustek.com/idmaster/?reg_code=3075)



**2** After fill all details click on "Login" button



3

After successfully login... you will redirect Employees Modules. Here employee's list showing.

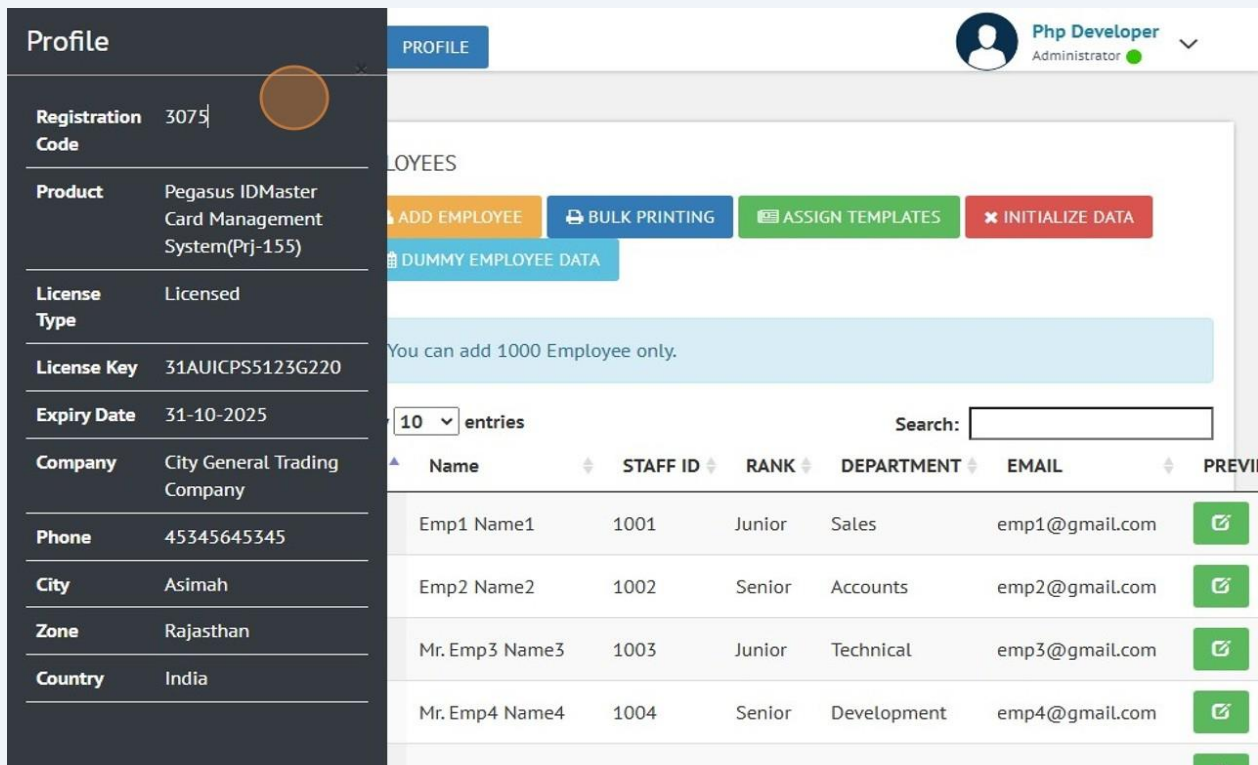
| ID | Name           | STAFF ID | RANK   | DEPARTMENT  | EMAIL          | PREV |
|----|----------------|----------|--------|-------------|----------------|------|
| 1  | Emp1 Name1     | 1001     | Junior | Sales       | emp1@gmail.com |      |
| 2  | Emp2 Name2     | 1002     | Senior | Accounts    | emp2@gmail.com |      |
| 3  | Mr. Emp3 Name3 | 1003     | Junior | Technical   | emp3@gmail.com |      |
| 4  | Mr. Emp4 Name4 | 1004     | Senior | Development | emp4@gmail.com |      |

4

Click "Profile" button you will get detail of your license as you can see in below image.

| ID | Name           | STAFF ID | RANK   | DEPARTMENT  | EMAIL          | PREV |
|----|----------------|----------|--------|-------------|----------------|------|
| 1  | Emp1 Name1     | 1001     | Junior | Sales       | emp1@gmail.com |      |
| 2  | Emp2 Name2     | 1002     | Senior | Accounts    | emp2@gmail.com |      |
| 3  | Mr. Emp3 Name3 | 1003     | Junior | Technical   | emp3@gmail.com |      |
| 4  | Mr. Emp4 Name4 | 1004     | Senior | Development | emp4@gmail.com |      |

**5** Here are showing some information regarding your product and company.



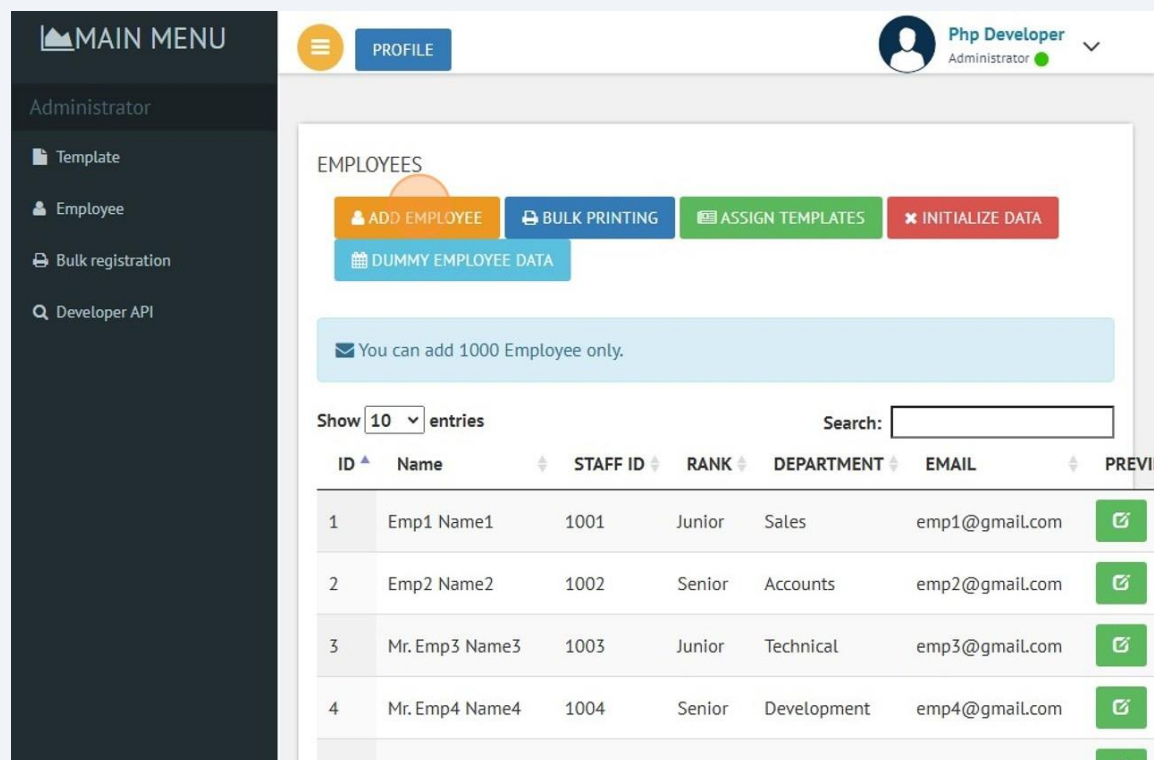
The screenshot shows a user profile sidebar on the left and an 'EMPLOYEES' management page on the right. The profile sidebar includes the following information:

- Registration Code:** 3075
- Product:** Pegasus IDMaster Card Management System(Prj-155)
- License Type:** Licensed
- License Key:** 31AUICP5123G220
- Expiry Date:** 31-10-2025
- Company:** City General Trading Company
- Phone:** 45345645345
- City:** Asimah
- Zone:** Rajasthan
- Country:** India

The 'EMPLOYEES' page features a header with a 'PROFILE' button and a user dropdown for 'Php Developer Administrator'. Below the header are several action buttons: 'ADD EMPLOYEE', 'BULK PRINTING', 'ASSIGN TEMPLATES', 'INITIALIZE DATA', and 'DUMMY EMPLOYEE DATA'. A message states 'You can add 1000 Employee only.' Below this is a search bar and a table with 10 entries per page. The table columns are Name, STAFF ID, RANK, DEPARTMENT, EMAIL, and PREV. The table contains the following data:

| Name           | STAFF ID | RANK   | DEPARTMENT  | EMAIL          | PREV   |
|----------------|----------|--------|-------------|----------------|--------|
| Emp1 Name1     | 1001     | Junior | Sales       | emp1@gmail.com | [Edit] |
| Emp2 Name2     | 1002     | Senior | Accounts    | emp2@gmail.com | [Edit] |
| Mr. Emp3 Name3 | 1003     | Junior | Technical   | emp3@gmail.com | [Edit] |
| Mr. Emp4 Name4 | 1004     | Senior | Development | emp4@gmail.com | [Edit] |

**6** To add a new employee click on "Add Employee" button.



This screenshot shows the same 'EMPLOYEES' management page as in the previous image, but with the 'ADD EMPLOYEE' button highlighted by an orange circle. The interface includes a 'MAIN MENU' sidebar on the left with options like 'Administrator', 'Template', 'Employee', 'Bulk registration', and 'Developer API'. The 'EMPLOYEES' page header shows 'PROFILE' and 'Php Developer Administrator'. The table below the message 'You can add 1000 Employee only.' shows 10 entries per page and a search bar. The table data is identical to the previous screenshot:

| ID | Name           | STAFF ID | RANK   | DEPARTMENT  | EMAIL          | PREV   |
|----|----------------|----------|--------|-------------|----------------|--------|
| 1  | Emp1 Name1     | 1001     | Junior | Sales       | emp1@gmail.com | [Edit] |
| 2  | Emp2 Name2     | 1002     | Senior | Accounts    | emp2@gmail.com | [Edit] |
| 3  | Mr. Emp3 Name3 | 1003     | Junior | Technical   | emp3@gmail.com | [Edit] |
| 4  | Mr. Emp4 Name4 | 1004     | Senior | Development | emp4@gmail.com | [Edit] |

**7** After that a form will popup where you have to enter details of the employee.

The screenshot shows a dark-themed sidebar on the left with a 'MAIN MENU' and options like 'Administrator', 'Template', 'Employee', 'Bulk registration', and 'Developer API'. The main content area features a modal window titled 'ADD STAFF DETAILS'. The form includes the following fields: 'Title' with radio buttons for Pro, Dr, Mr, Mrs, and Miss; 'Firstname' with a text input field; 'Lastname' with a text input field and an asterisk indicating it is required; 'Email' with a text input field; 'Date of Birth' with a date picker showing 'dd-mm-yyyy'; 'Department' with a text input field; 'Phone' with a text input field; and 'Rank/Position' with a text input field. The background shows a blurred view of the application's main interface with a user profile for 'Php Developer' and a list of email addresses.

**8** You can upload employee's image also as well as you can see preview of the image after upload.

This screenshot shows the same 'ADD STAFF DETAILS' form, but with the 'Add Profile Picture' section expanded. It includes a 'Choose File' button, a text input containing 'avatar.jpg', and a preview of a default employee profile picture. Below the preview is a 'CARD PREVIEW' button. The rest of the form fields (Date of Birth, Department, Phone, Rank/Position, Staff ID, and Template) are visible above this section. The background interface remains the same as in the previous screenshot.

9

You can select a template here...for printing. After click on it...a list will show of all template.

The screenshot shows a web application interface with a dark sidebar on the left containing a 'MAIN MENU' with options: Administrator, Template, Employee, Bulk registration, and Developer API. The main content area is a form for creating an employee card. It includes fields for: dd-mm-yyyy, Department, Phone, Rank/Position, Staff ID, and Template. The 'Template' field is a dropdown menu that is currently open, displaying a search bar with the text 'Search for a template' and a list of template options: Aasif, Demo Temp, Horizontal Office Temp (highlighted in blue), New Template-1212, Portrait Office Template, and temp. An orange circle highlights the search bar. Below the form is a placeholder for a profile picture and a 'CARD PREVIEW' button. On the right side, there is a partial view of another interface element showing a list of email addresses and a 'PRE' button.

10

Here you can select any template from the list.

This screenshot is identical to the one in step 9, showing the same form and sidebar. However, in the 'Template' dropdown menu, the 'Horizontal Office Temp' option is now selected and highlighted in blue. The search bar in the dropdown menu is empty.

**11** Finally click on submit button to save.

Phone:

Rank/Position:

Staff ID:

Template: \*  
Horizontal Office Temp

Add Profile Picture:  
Choose File avatar.jpg

CARD PREVIEW

SUBMIT CLOSE

**12** Click "Template" option ...then you will redirect on Template Module.

ADMINISTRATOR

PROFILE

Php Developer Administrator

EMPLOYEES

ADD EMPLOYEE BULK PRINTING ASSIGN TEMPLATES INITIALIZE DATA DUMMY EMPLOYEE DATA

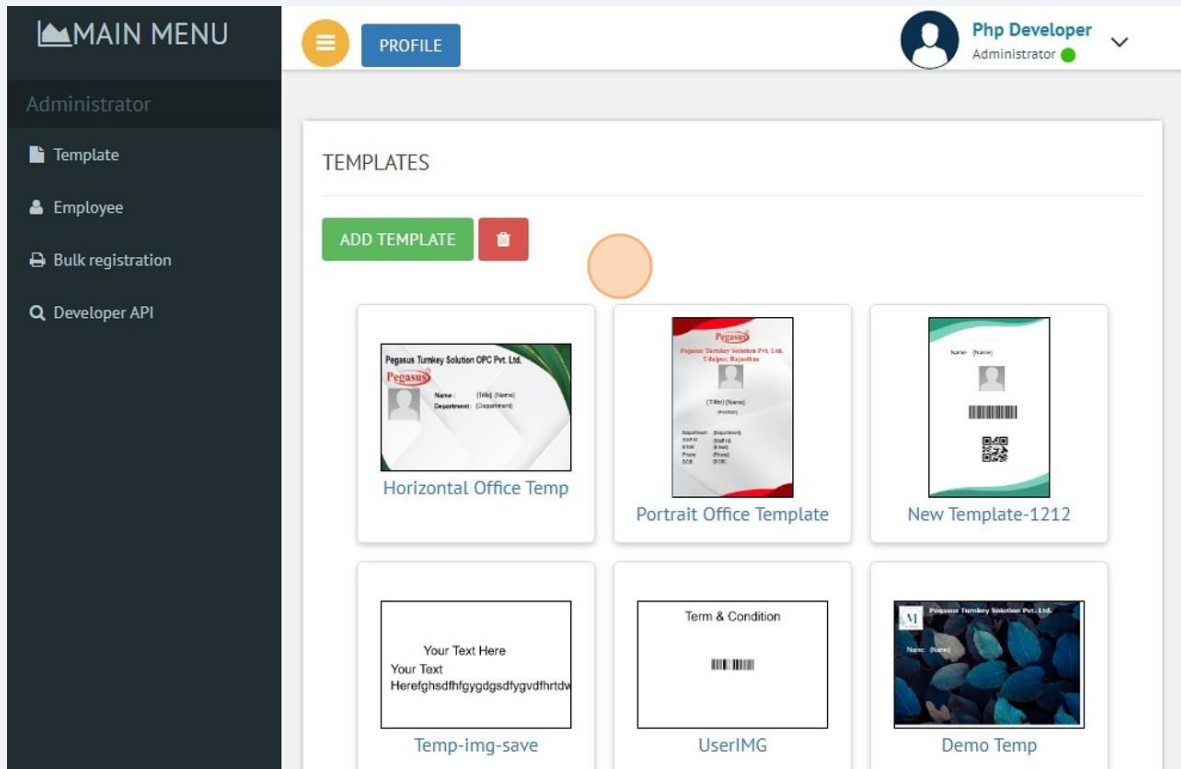
You can add 1000 Employee only.

Show 10 entries Search:

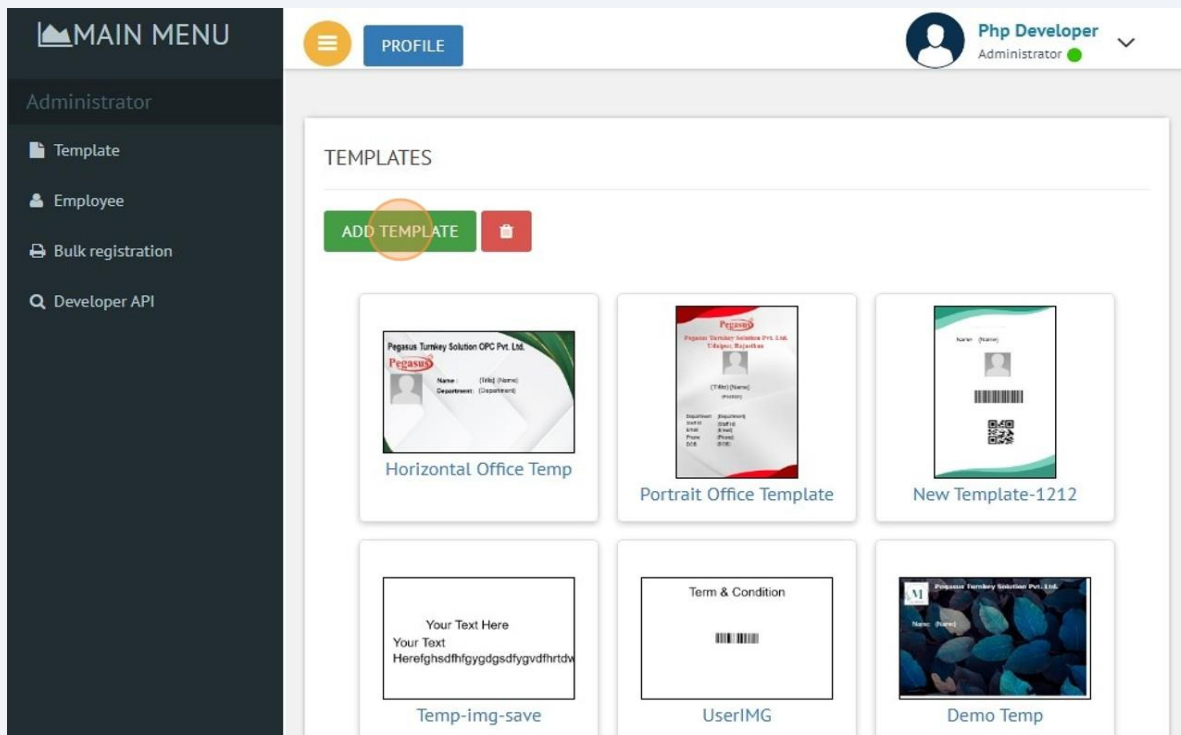
| ID | Name           | STAFF ID | RANK   | DEPARTMENT  | EMAIL          | PREVII |
|----|----------------|----------|--------|-------------|----------------|--------|
| 1  | Emp1 Name1     | 1001     | Junior | Sales       | emp1@gmail.com |        |
| 2  | Emp2 Name2     | 1002     | Senior | Accounts    | emp2@gmail.com |        |
| 3  | Mr. Emp3 Name3 | 1003     | Junior | Technical   | emp3@gmail.com |        |
| 4  | Mr. Emp4 Name4 | 1004     | Senior | Development | emp4@gmail.com |        |



**13** As you can see in below image all template are showing.

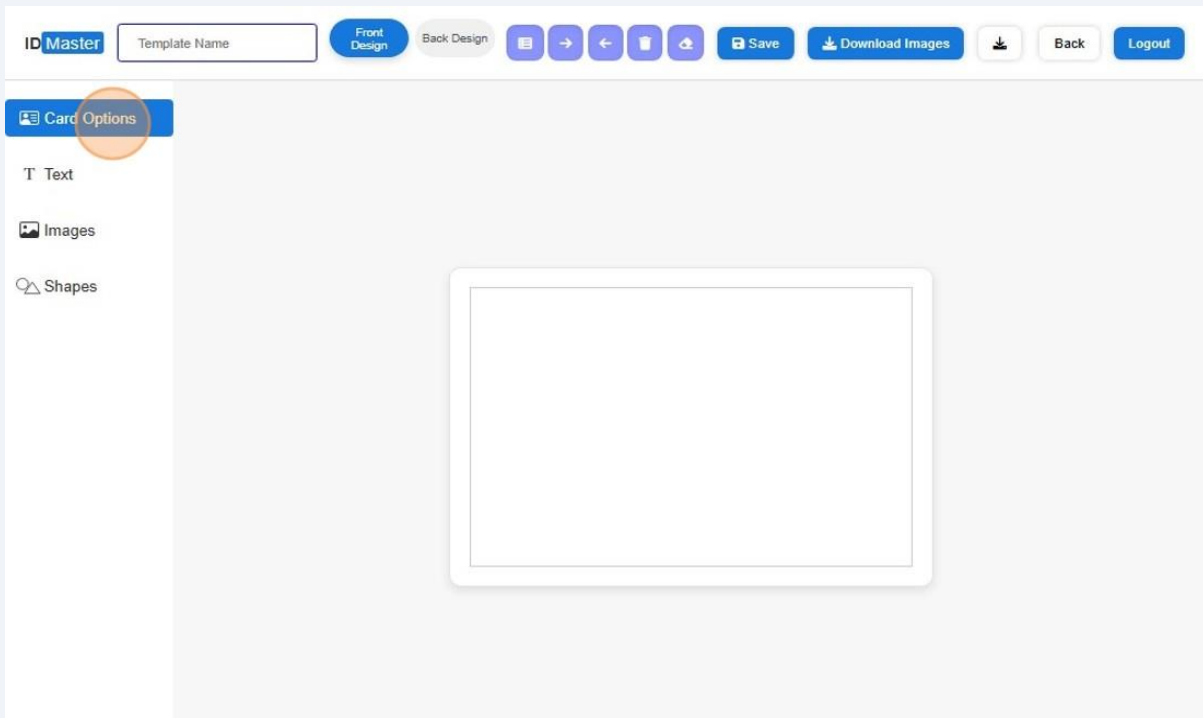


**14** To create a new template, click the "Add Template" button. You will then be redirected to the template design module.



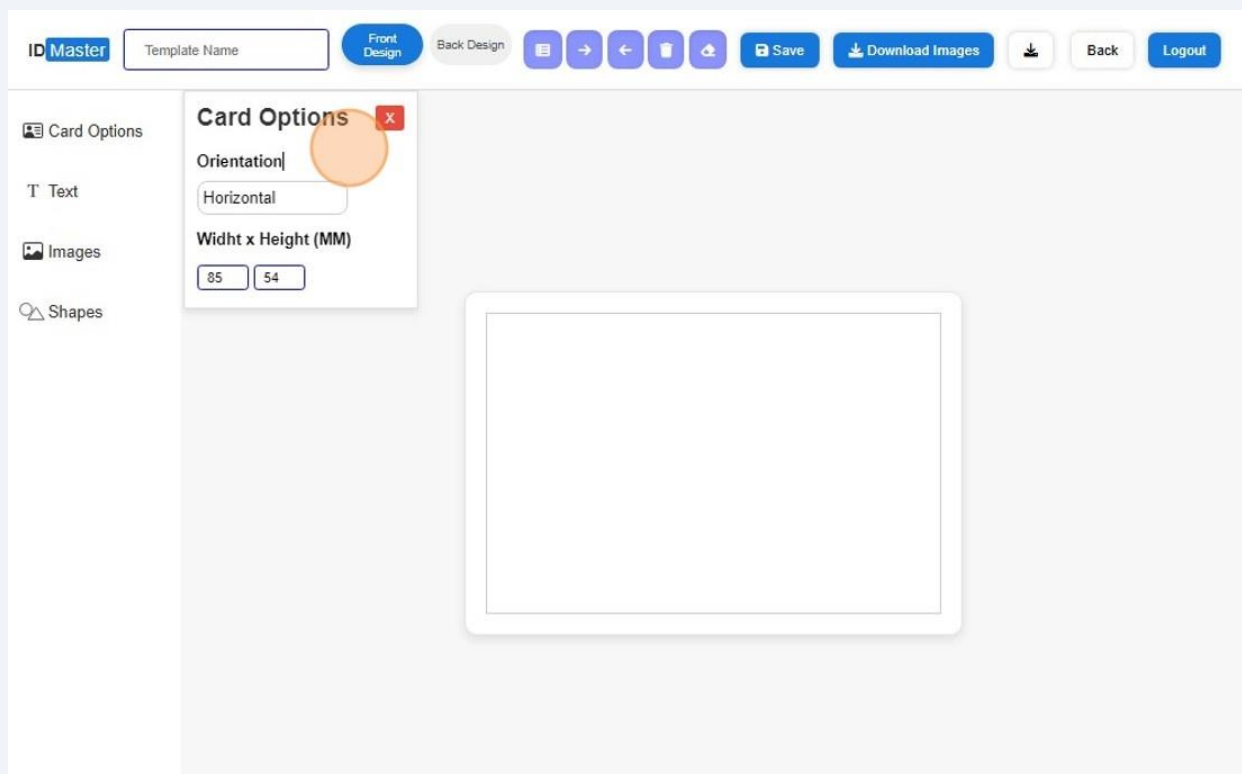
**15**

On this screen you can design your card.  
To set orientation & size of your card click on Card-Option menu of the side bar menu.



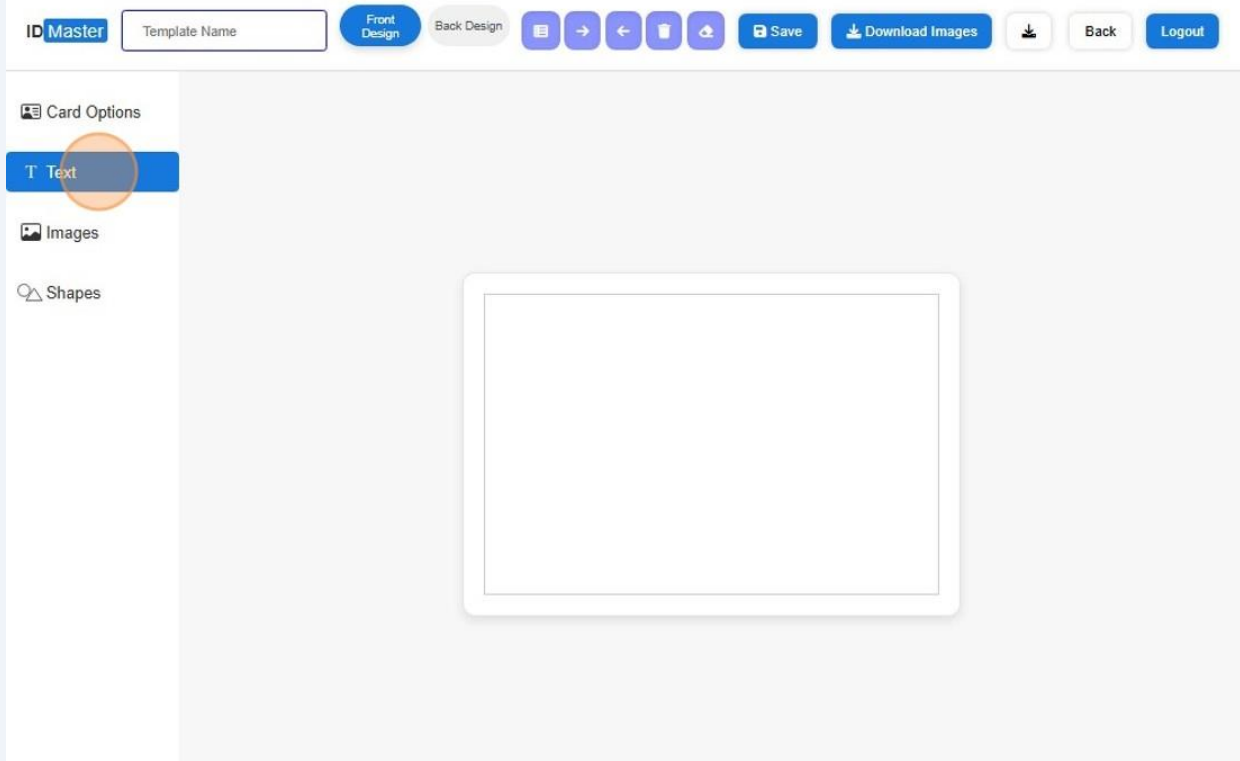
**16**

As you can see in below image you can select orientation & set width or height of the card.

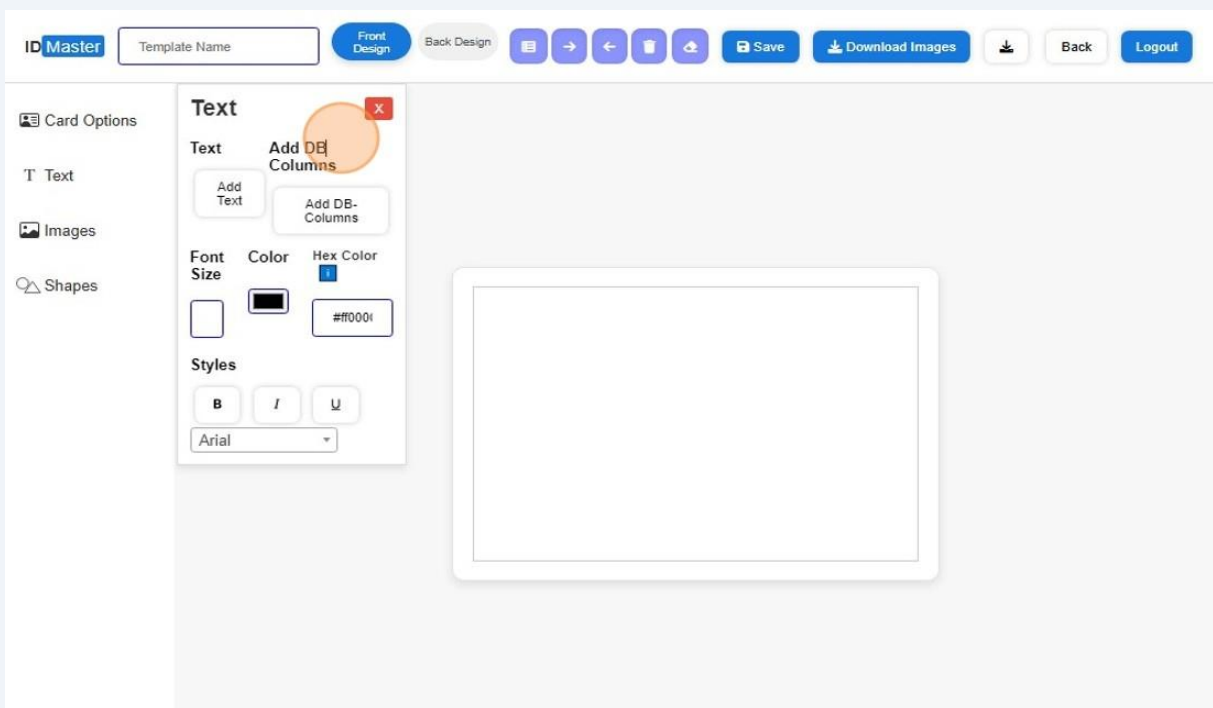




**17** To add Text on the canvas click on "Text" side-option.

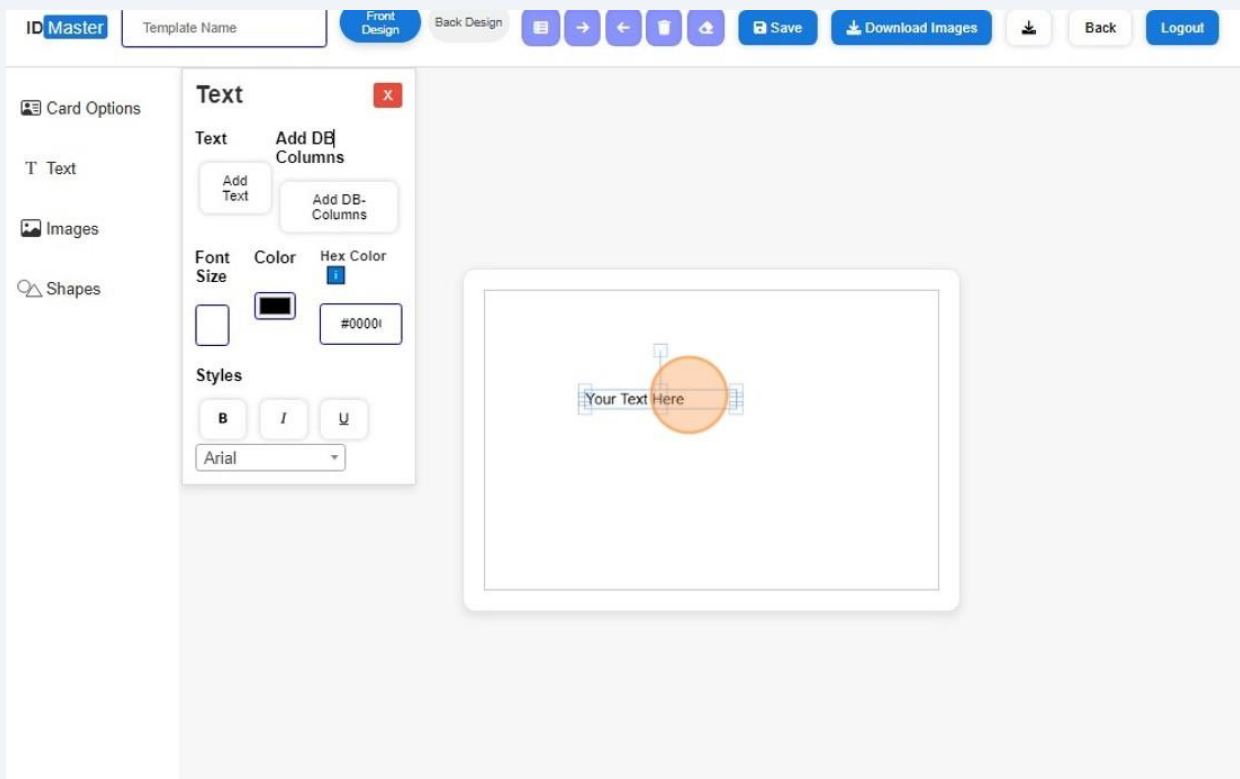


**18** After click on Text menu... you will see many other buttons and options. Here you can add text as well as database columns on the canvas. You can change size, color, & font style of the text.



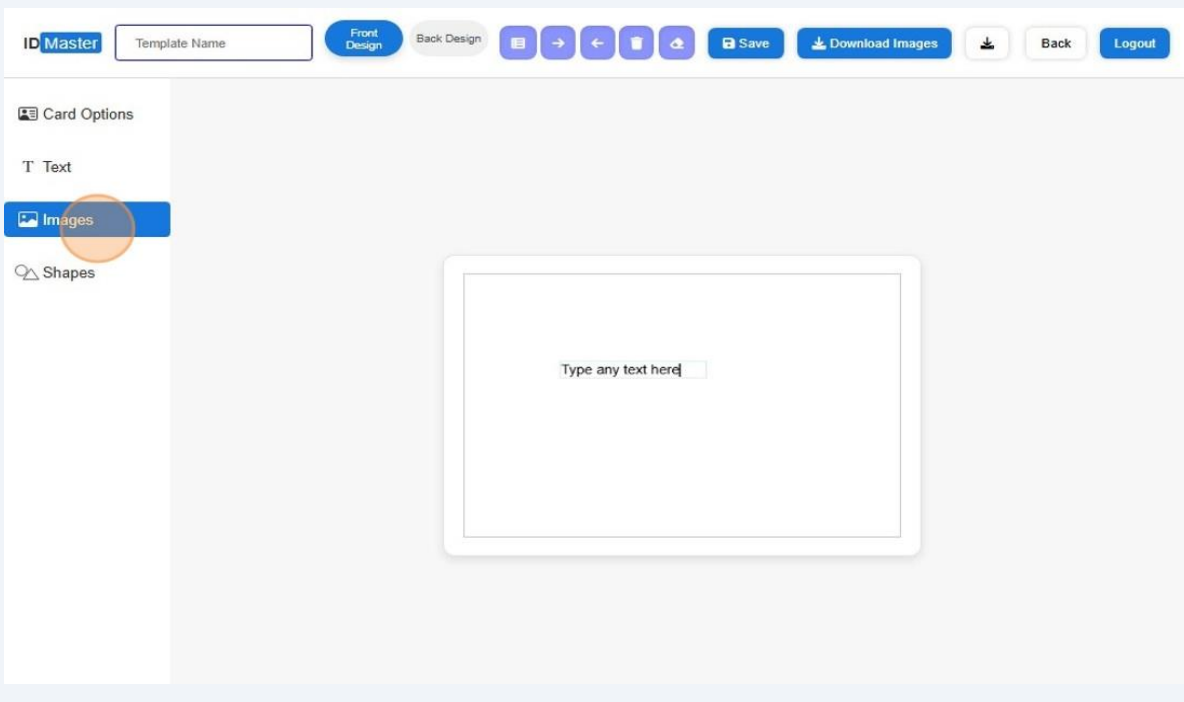
**19**

After click on **Add-Text** you will see a textbox is added on the canvas...Where you can edit that text box also you can change the position, style, color.



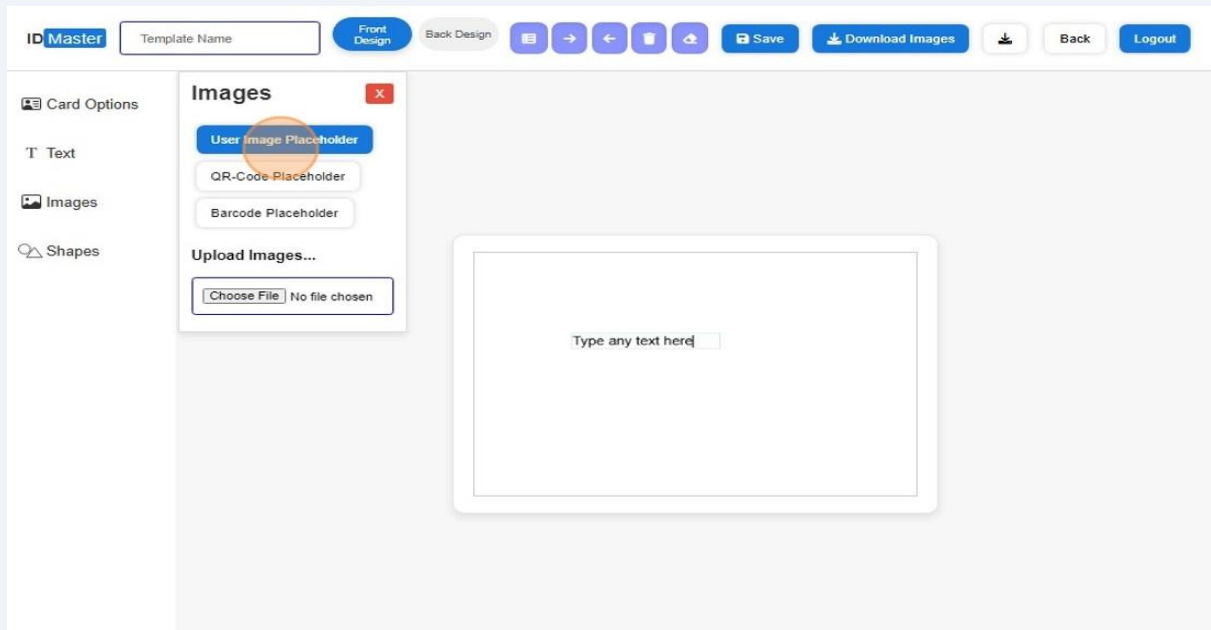
**20**

To add Images, Barcode, QR-Code click on "Images" Option button.



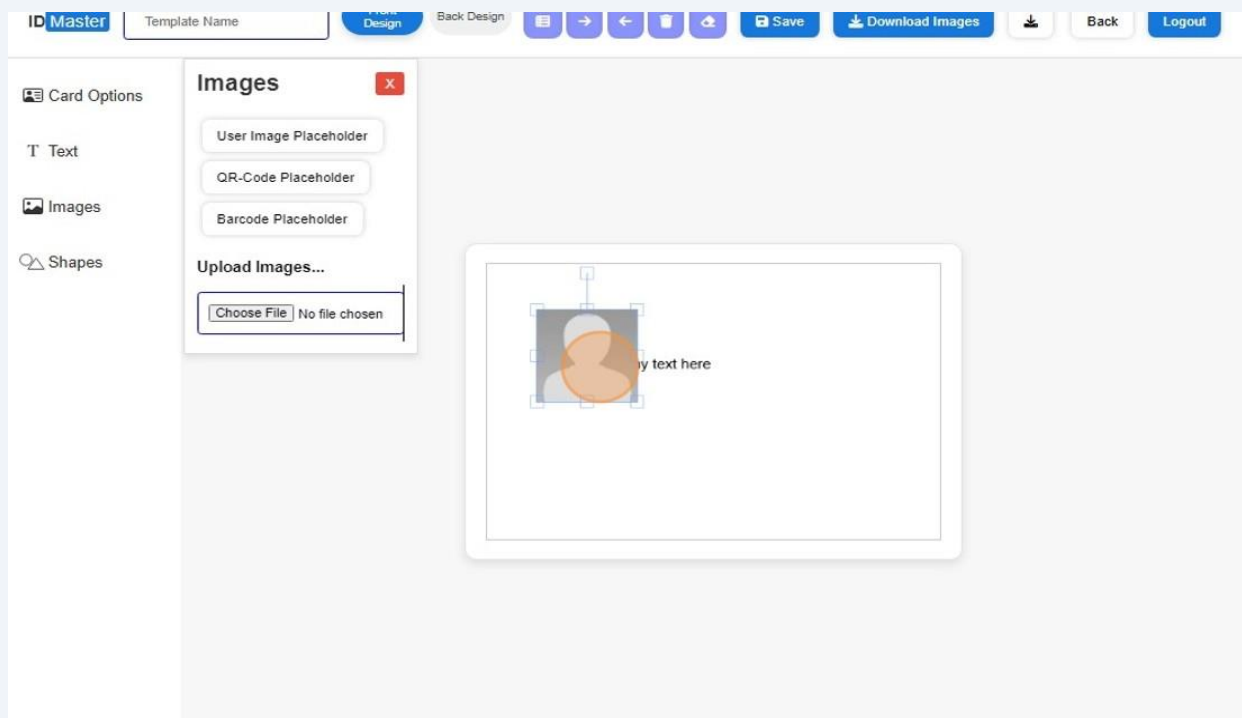
**21**

After click on Image on "User Image Placeholder" button then a user image will show on a canvas which will be replace from employee's image on printing and on card preview



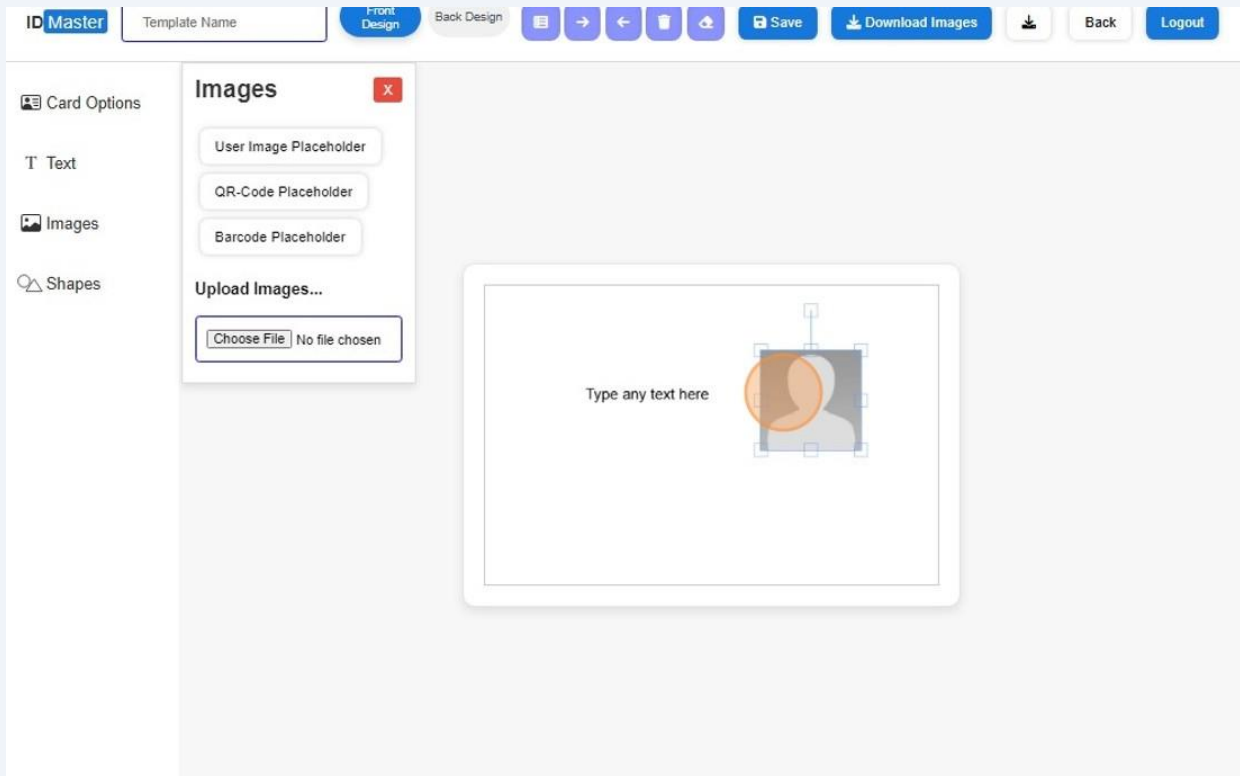
**22**

Here, you can see user-Image...which will be replace.



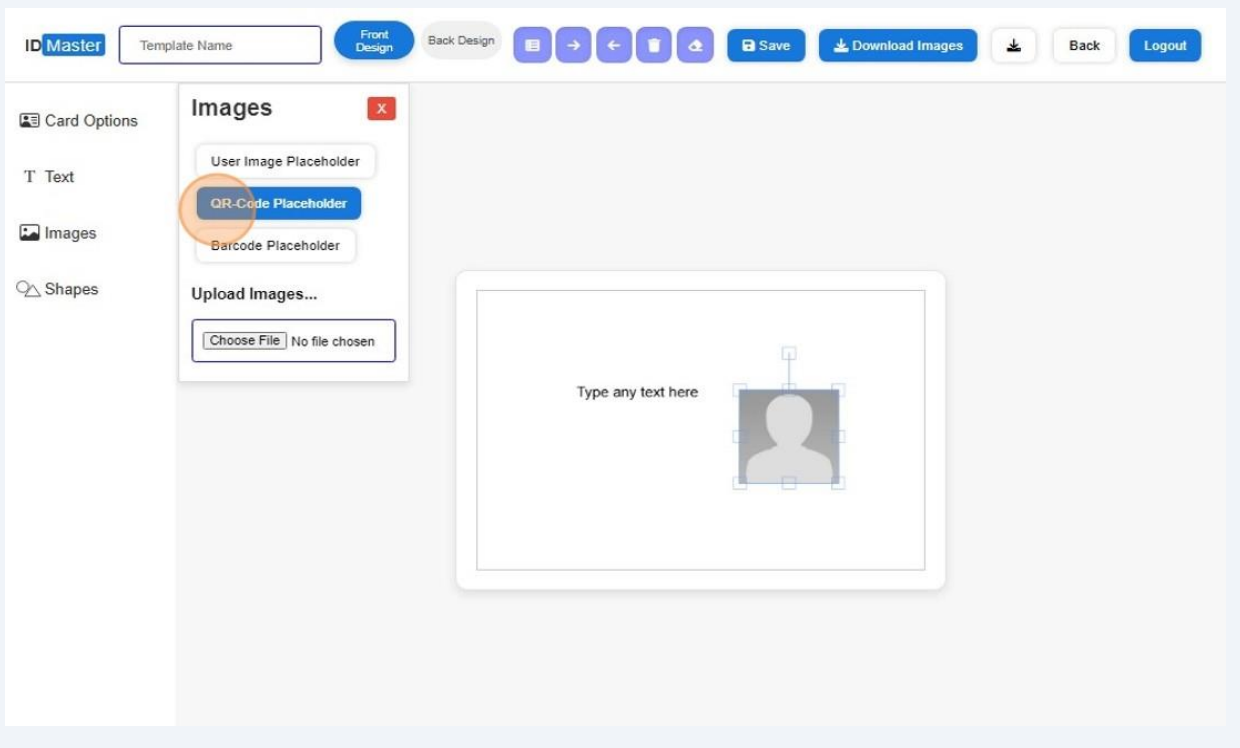
**23**

If you want to upload image from your system, then click on Choose-File option then you can upload an image on the canvas.



**24**

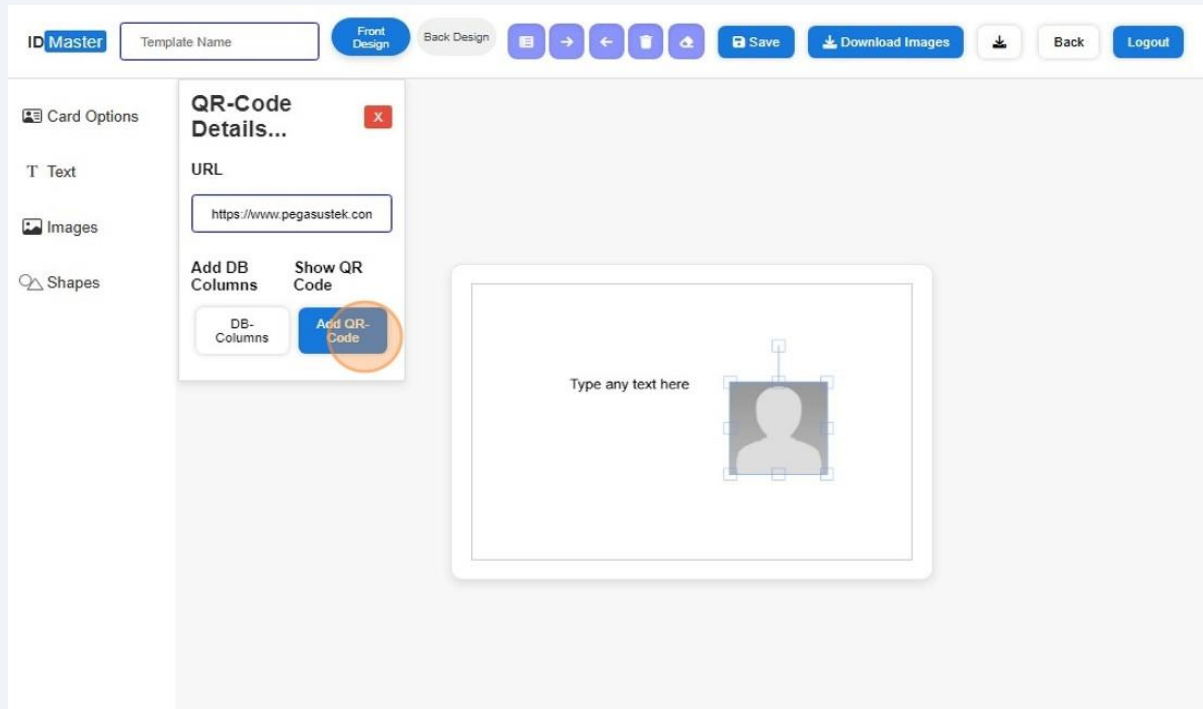
To add a QR-Code click on "QR-Code Placeholder" button.



25

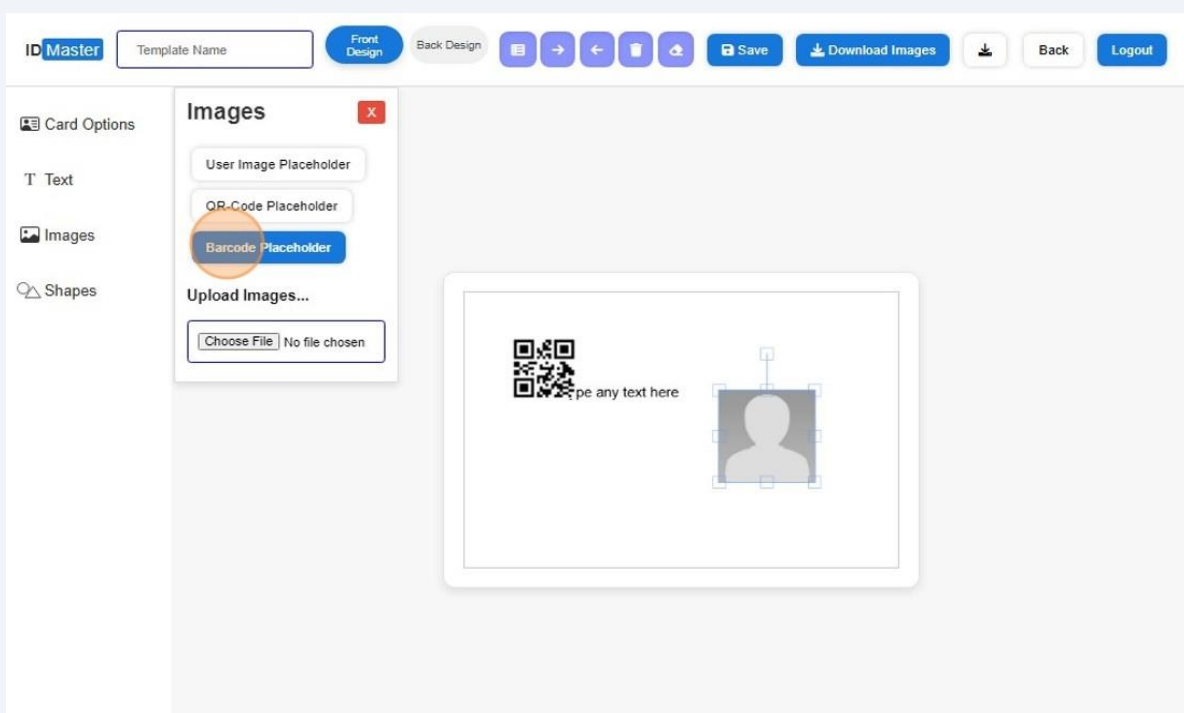
After clicking that button, a new window will appear where you can add a URL for the QR Code. You can also insert employee detail column values, which will be replaced with actual data when printing the card.

After adding the necessary details, click the "Add QR-Code" button, and the QR Code will appear on the canvas, as shown in the image below.



26

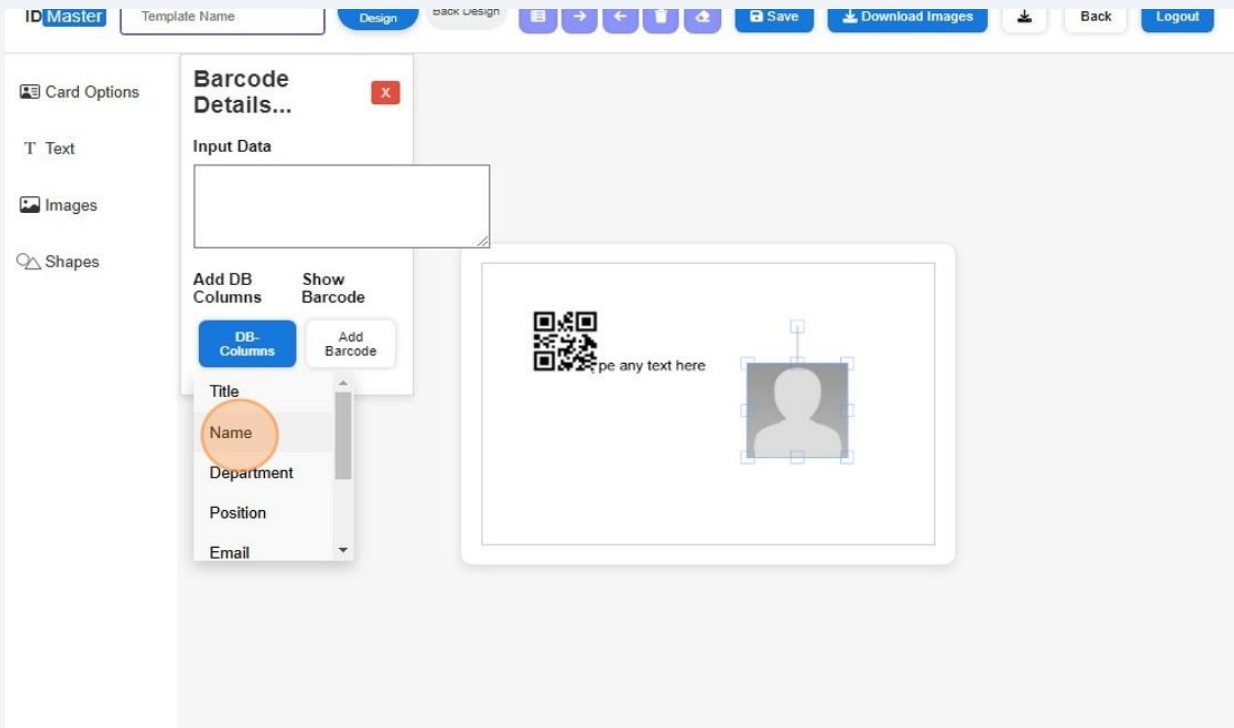
To add Barcode then click on "Barcode Placeholder" button. After click on it a new box will show there you can add barcode details.



27

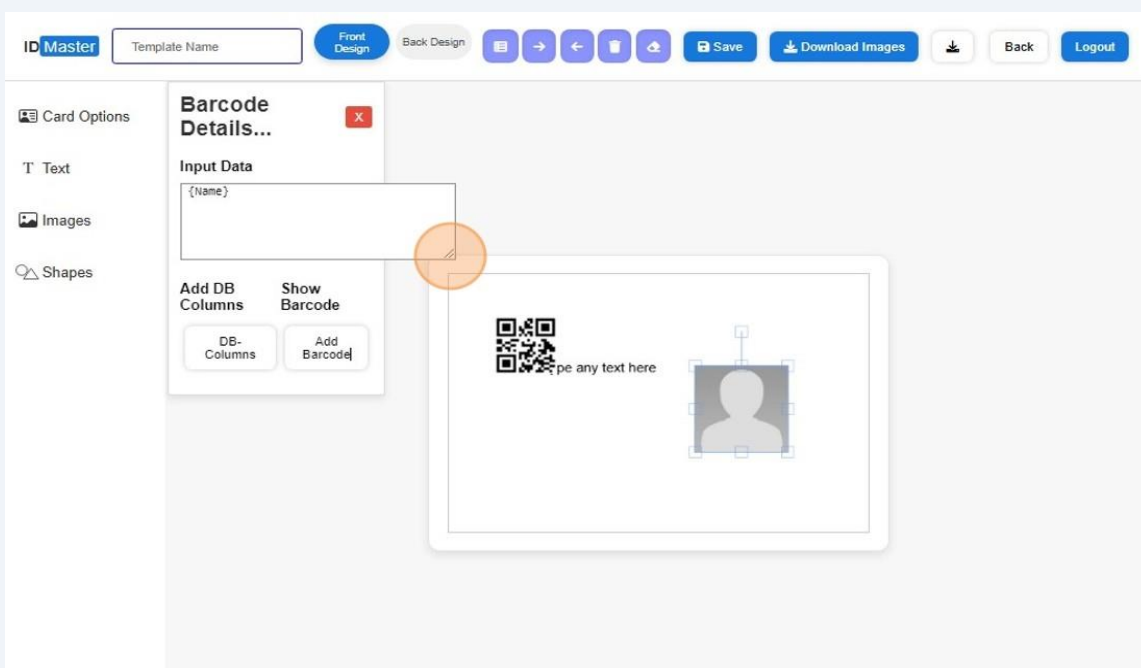
As you can see below image there is Input-Data box. In this box you have to add value which is you want in barcode also you can add database columns in this Input-Data using DB-Column button.

After Click on DB-Column button a list will show...where you can select any DB-Column which is you want to add in barcode.



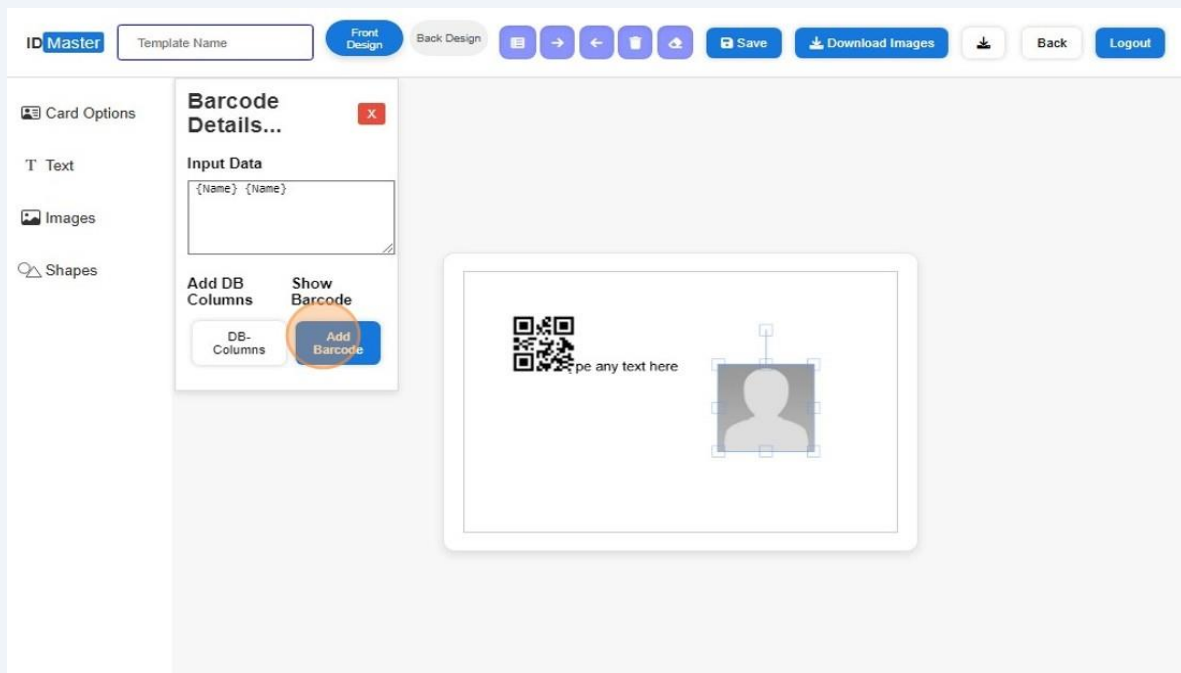
28

After click on "Name" then this column is added in Input-Data field.

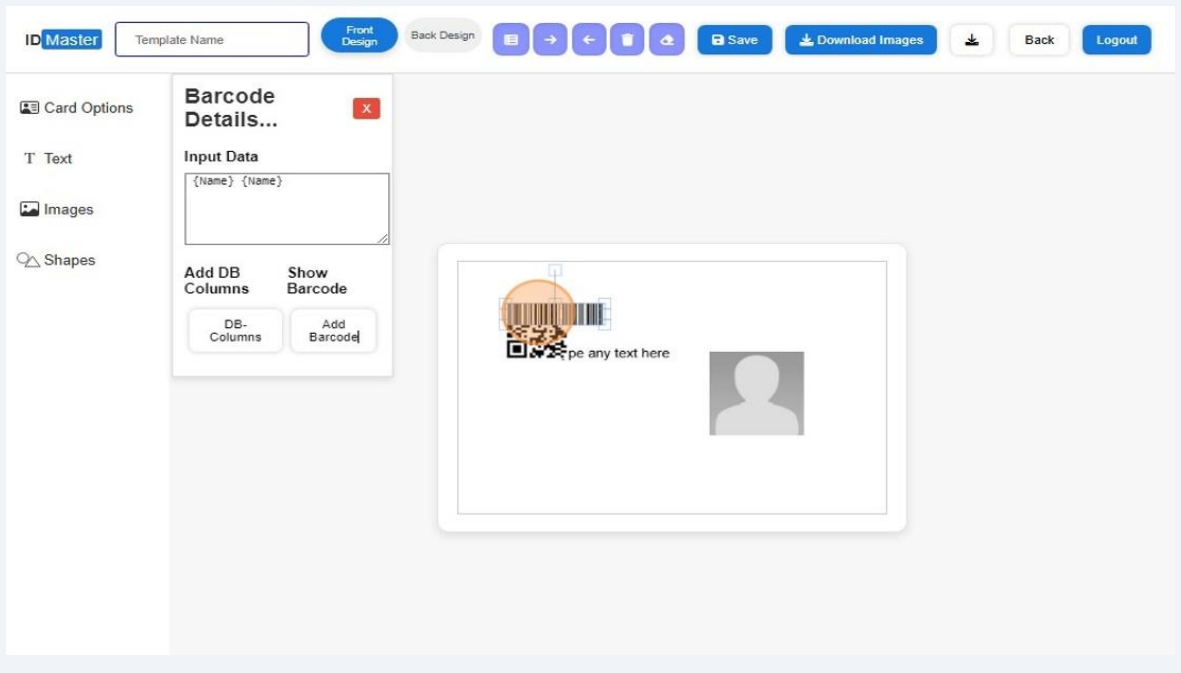




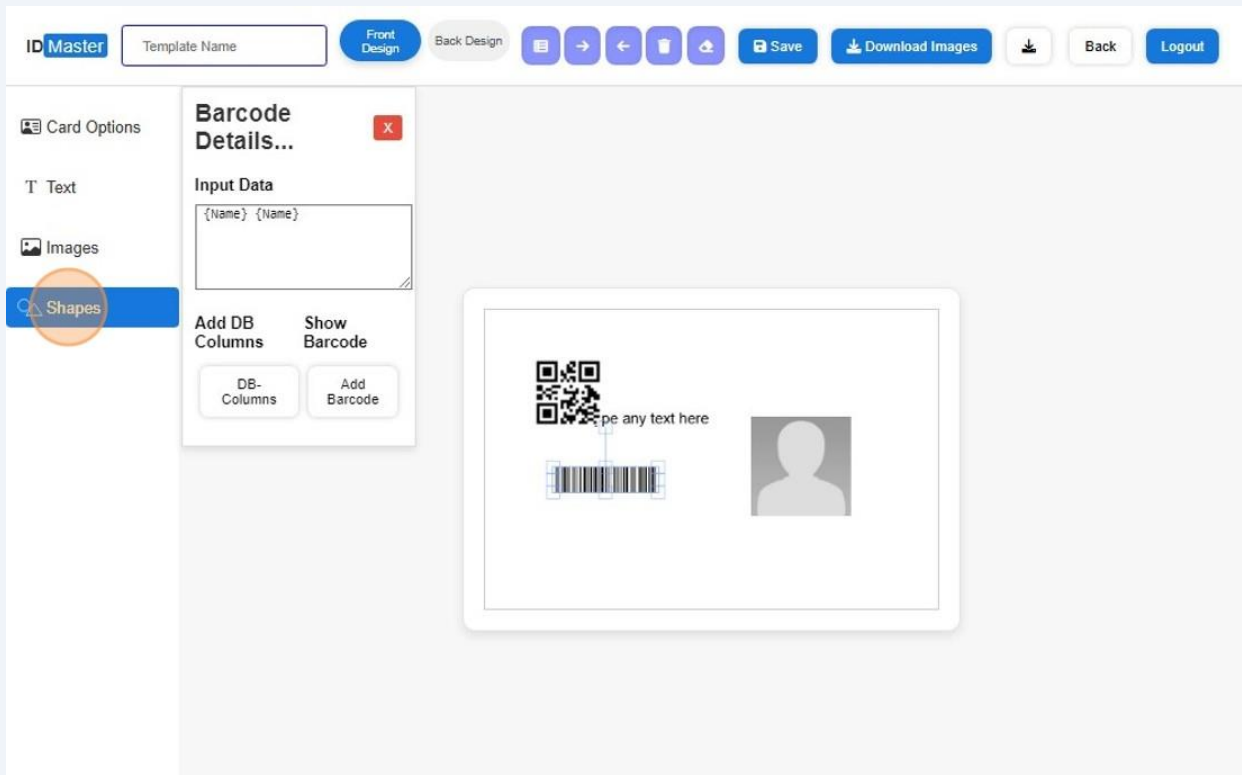
**29** Finally click on "Add Barcode" button then your barcode will show on the canvas.



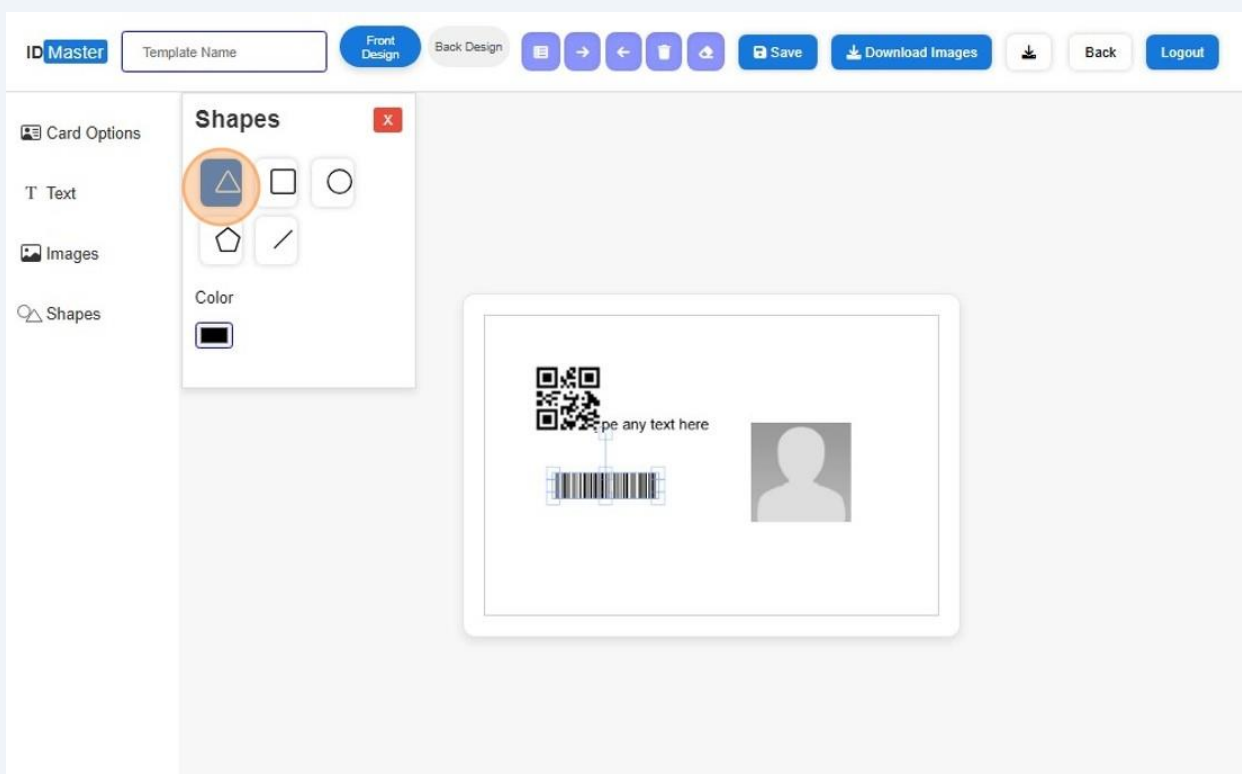
**30** Now Barcode is added on the canvas.



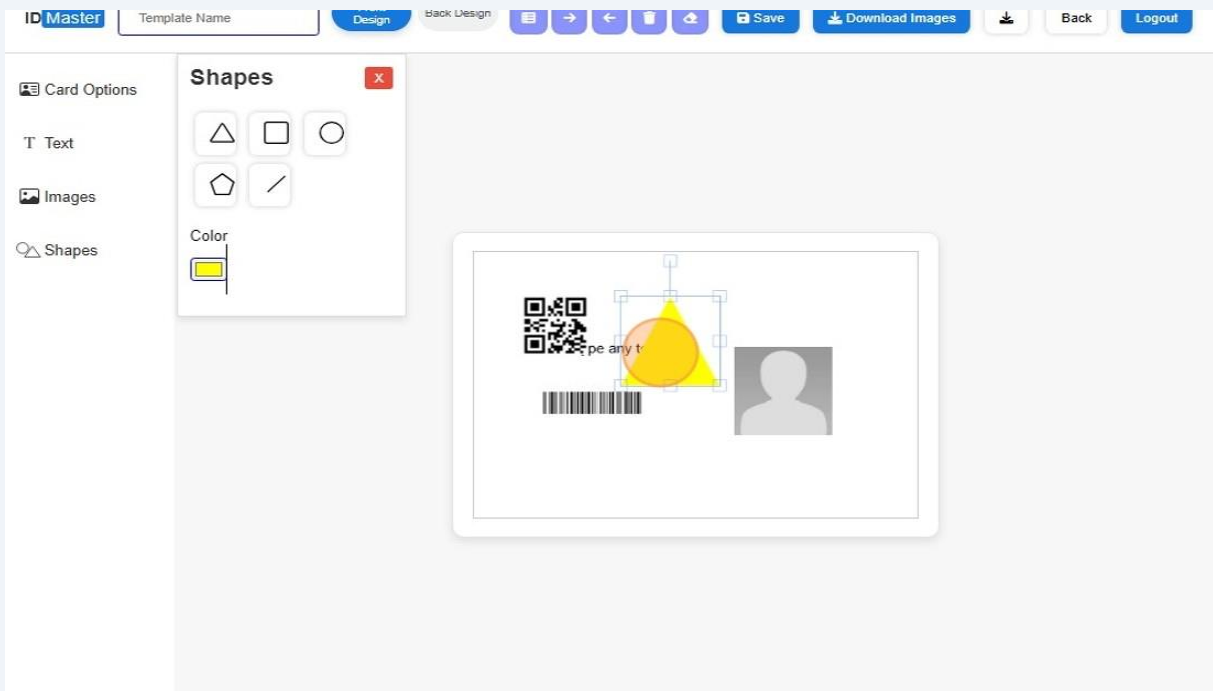
**31** If you want to add different type of shapes like (Triangle, Circle, Rectangle etc ) then click on "Shapes" button.



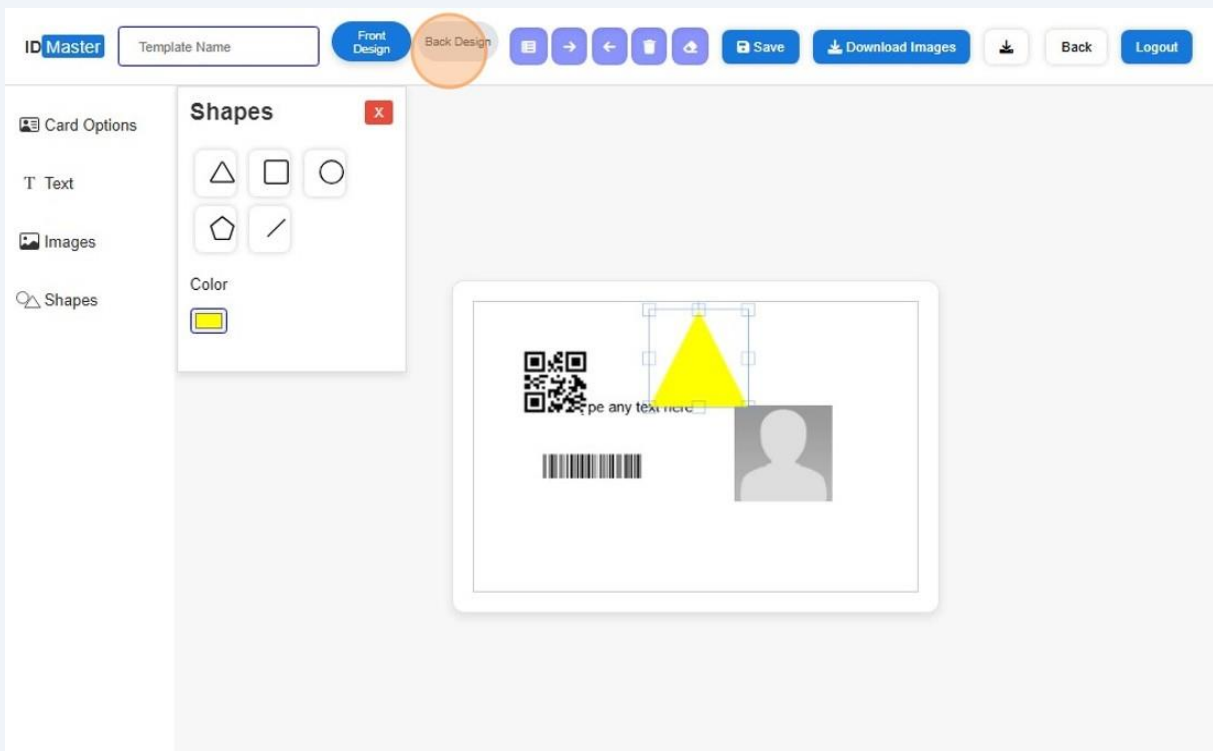
**32** As you can see in below image. ...a new box showed which has different type of shapes.



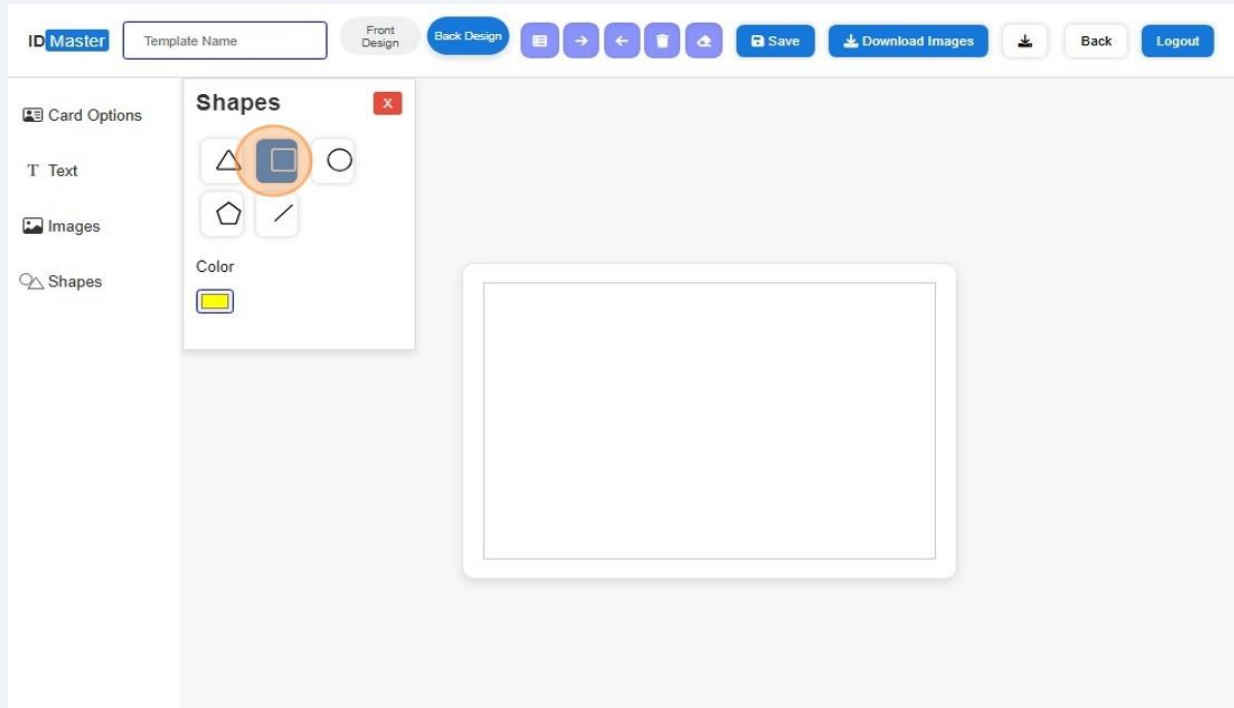
**33** After click on any shape ....that will be shown on the canvas ...also you can change the color of that shape.



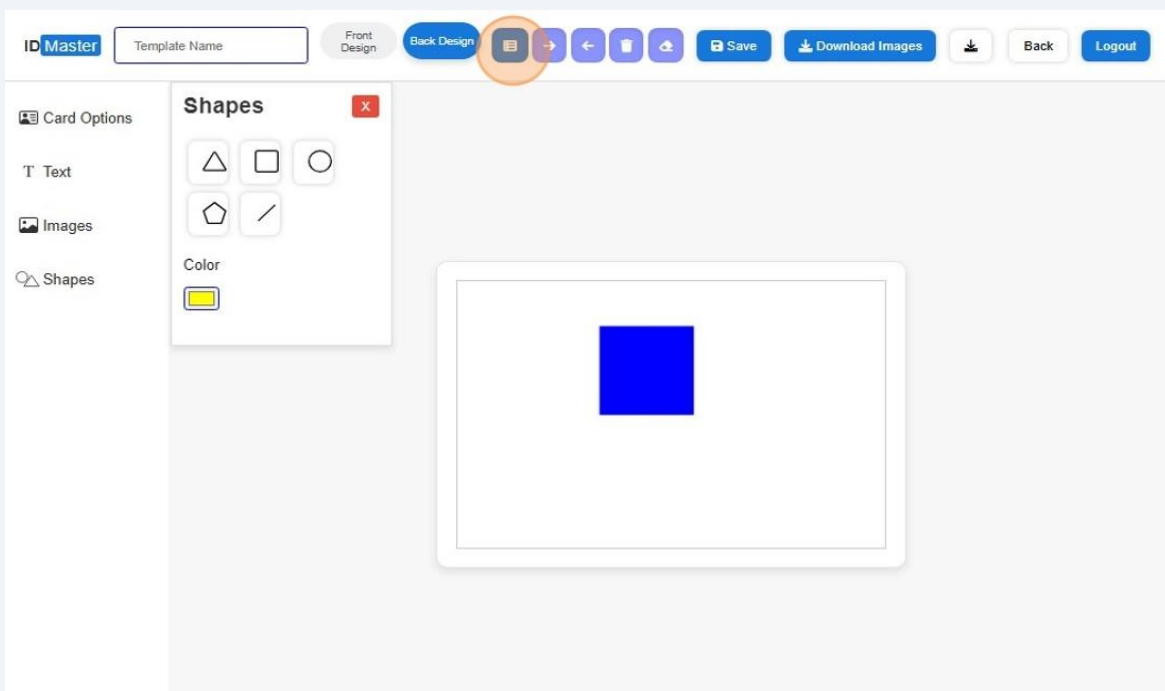
**34** If you want to design back-side of the card then click on Back-Design button



**35** After click on Back-Design button a blank canvas will show...where you can design a back-part of the card.

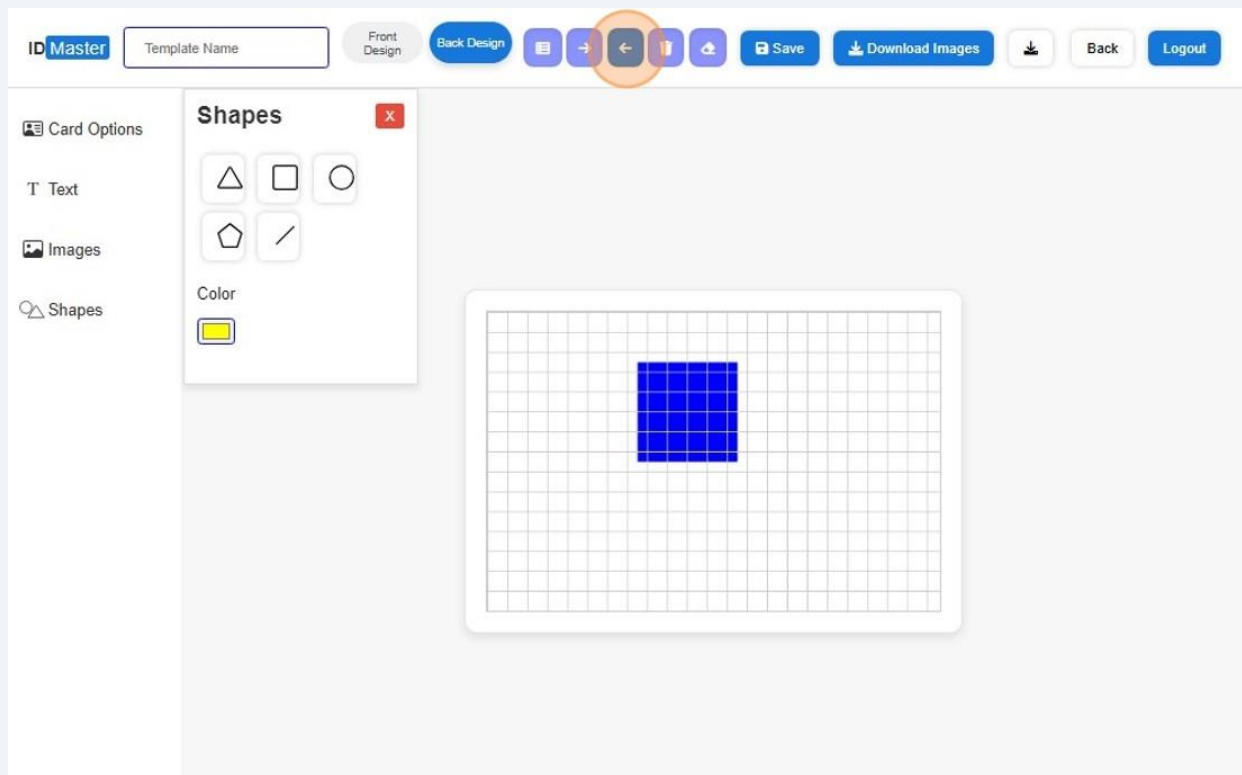


**36** If you want grids on the canvas then click on Grid Button.



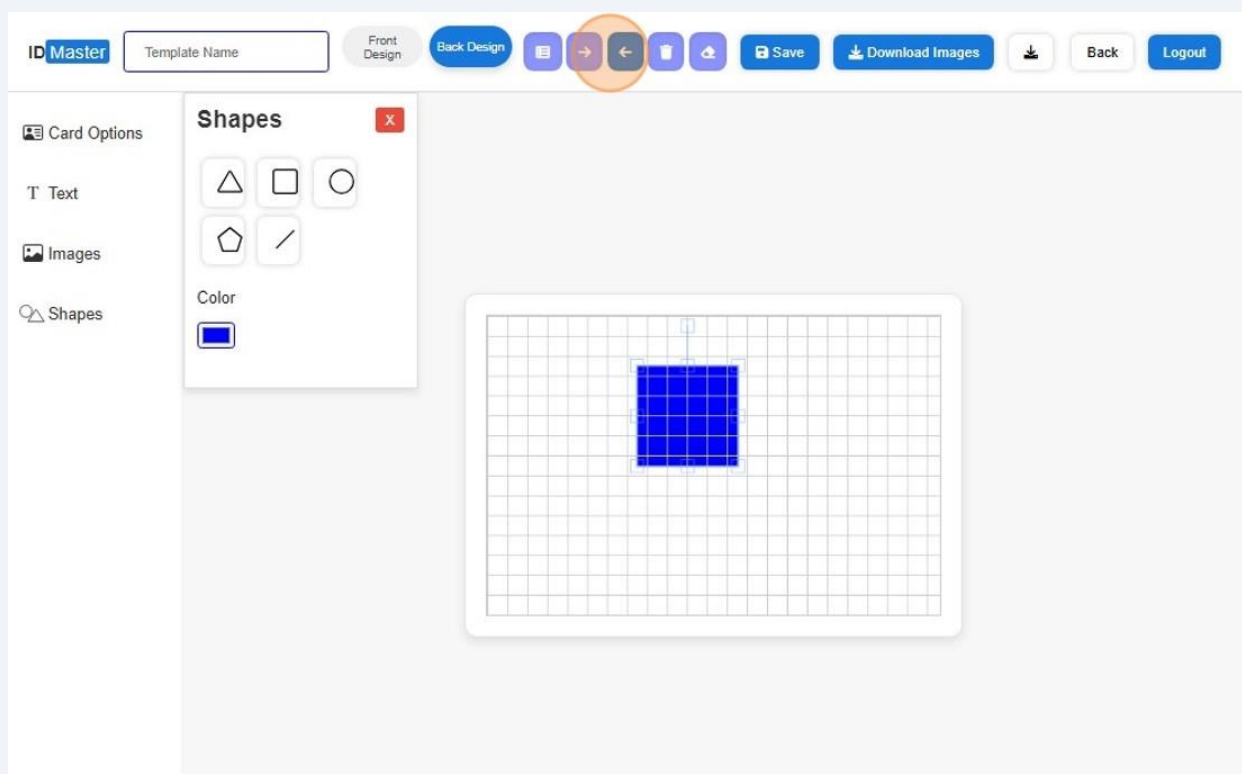
**37**

Here you can see grids are showing on canvas. And if you want to remove it then click back on the same button.

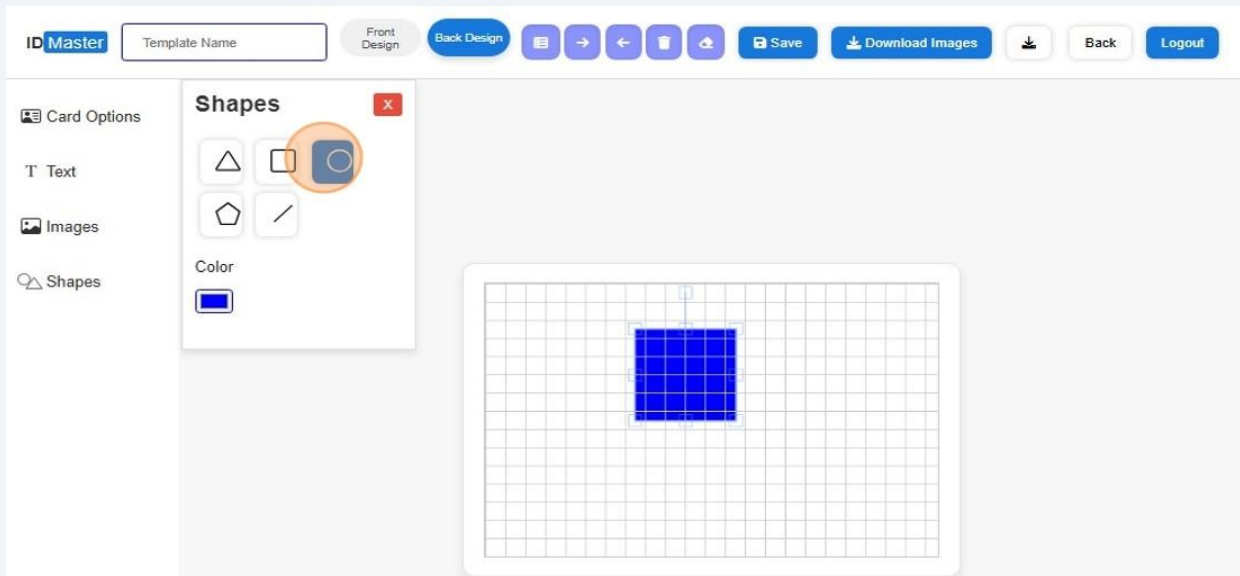


**38**

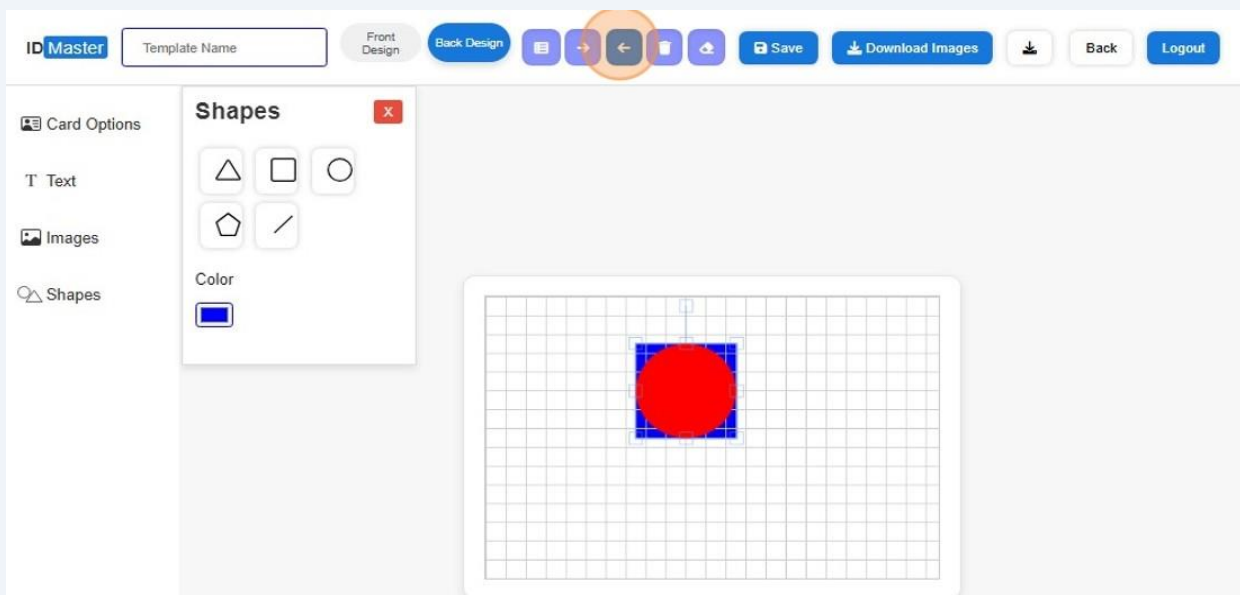
There are 2 arrow icon buttons, which are used to move-forward & move-backward to any selected object on canvas.



**39** Here I added a circle on the canvas.



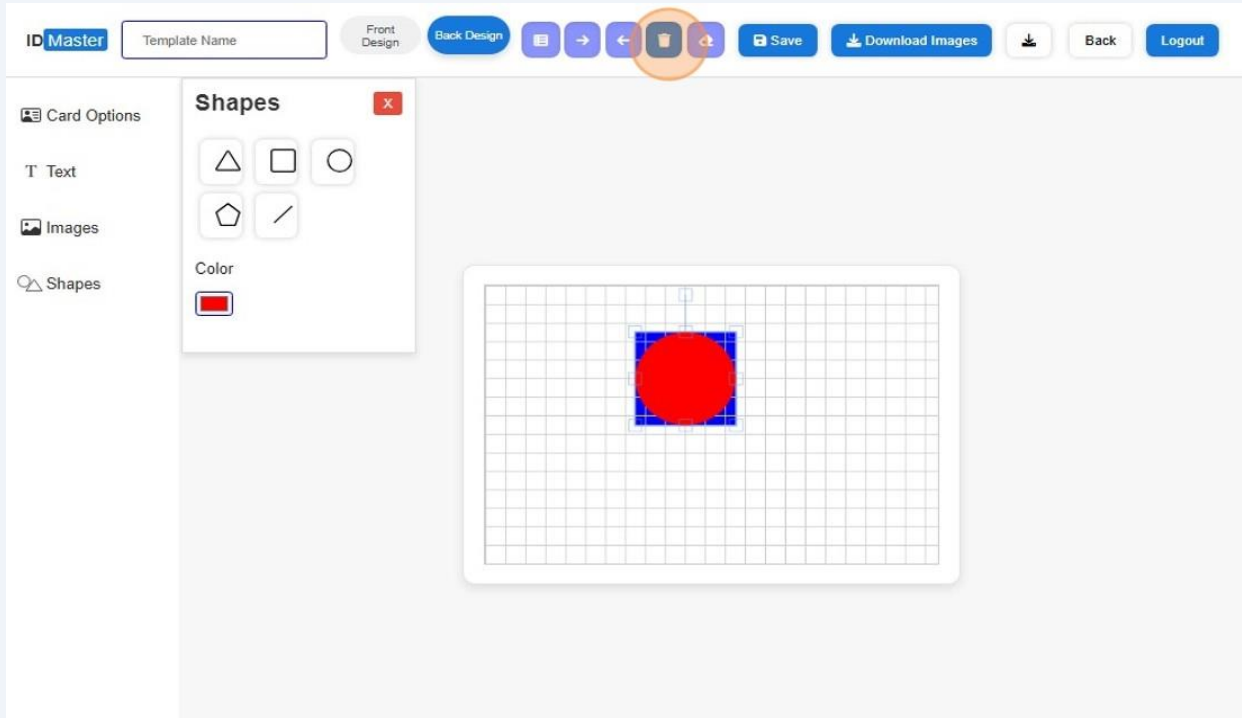
**40** Now you can see circle has added on the canvas.





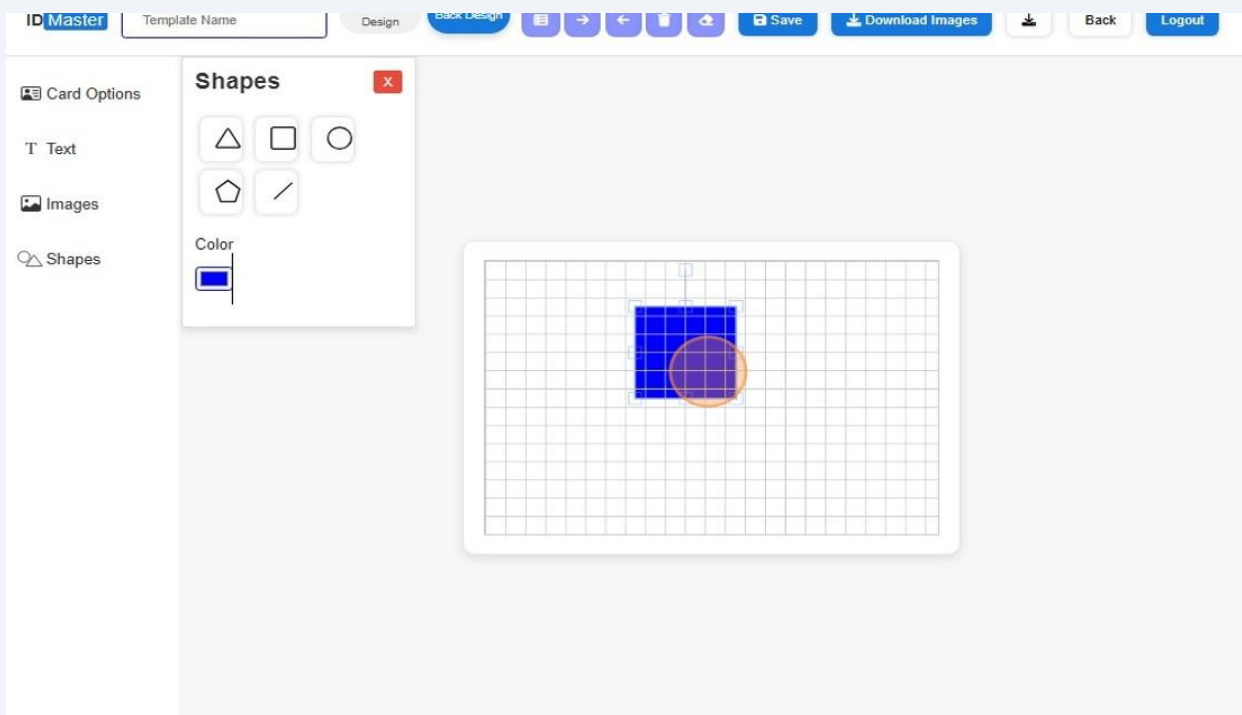
**41**

If you want to delete any object from the canvas then select it first then click on Trash-Icon button.

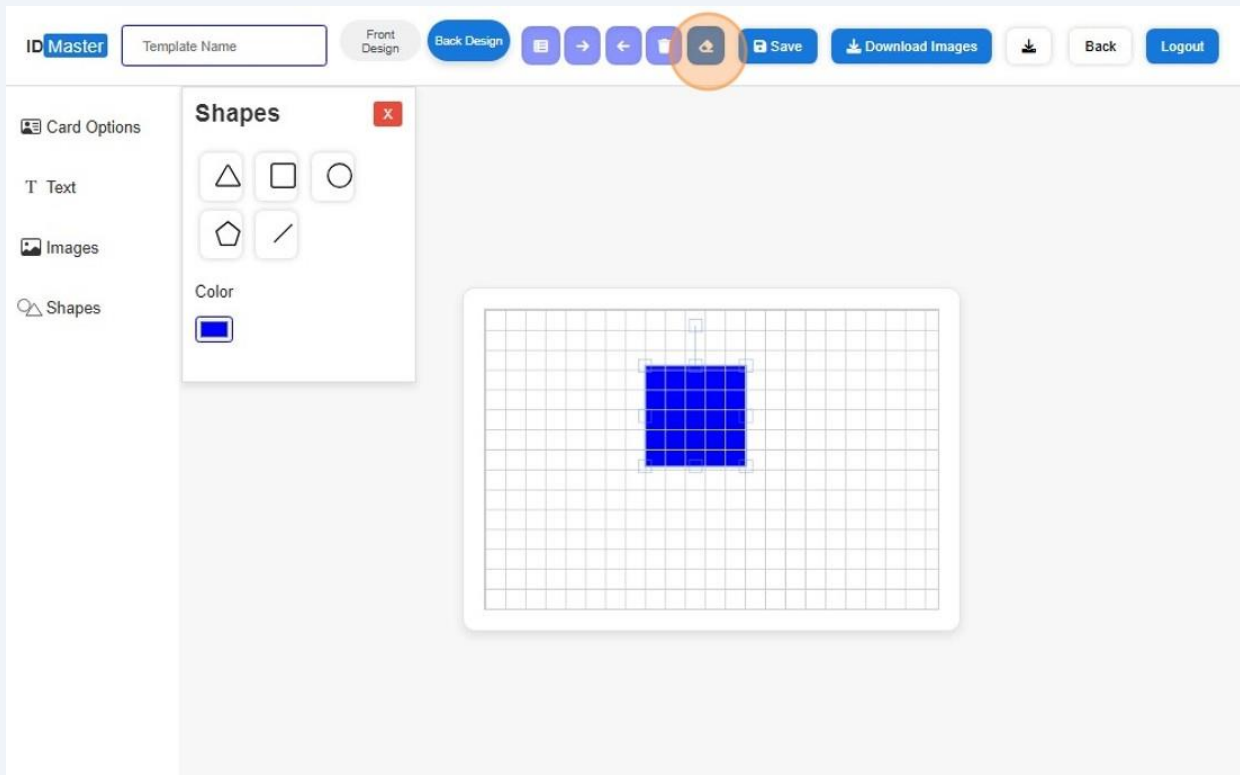


**42**

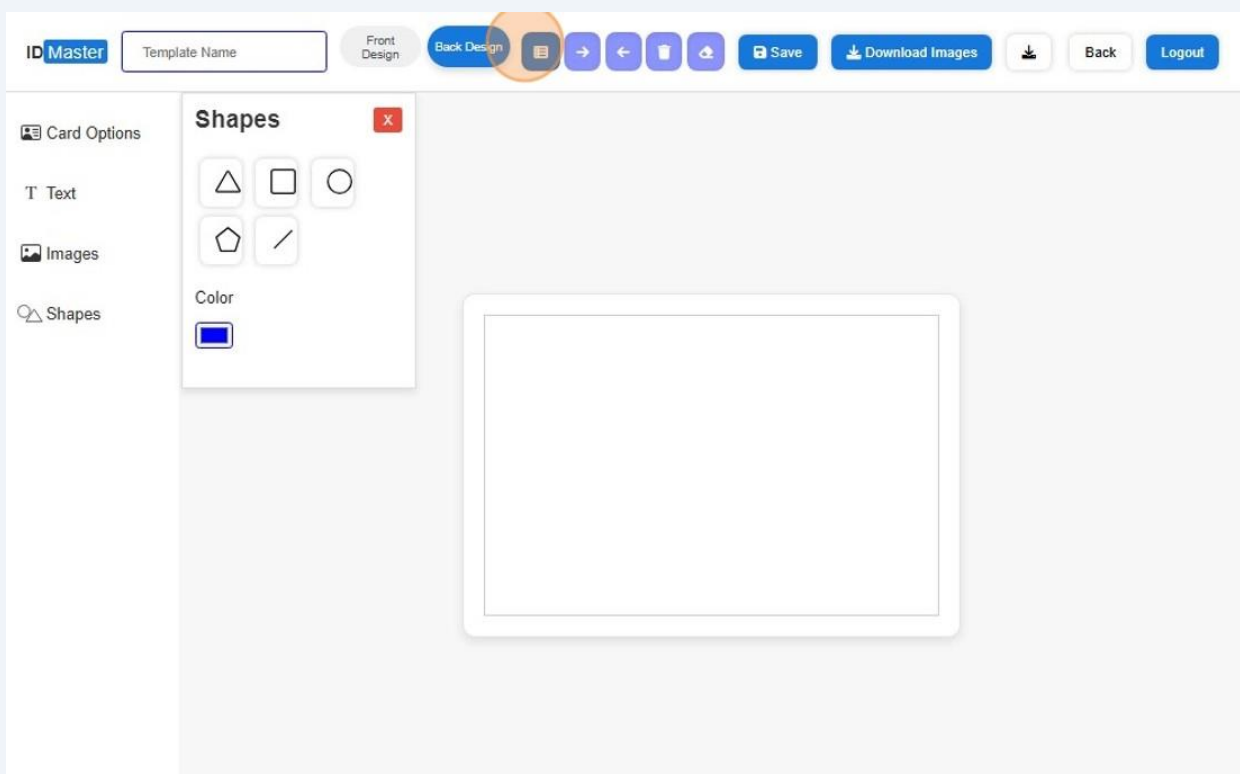
As you can see circle removed from the canvas.



**43** To clear entire canvas just click on the Eraser-Icon button as you can see in below image.

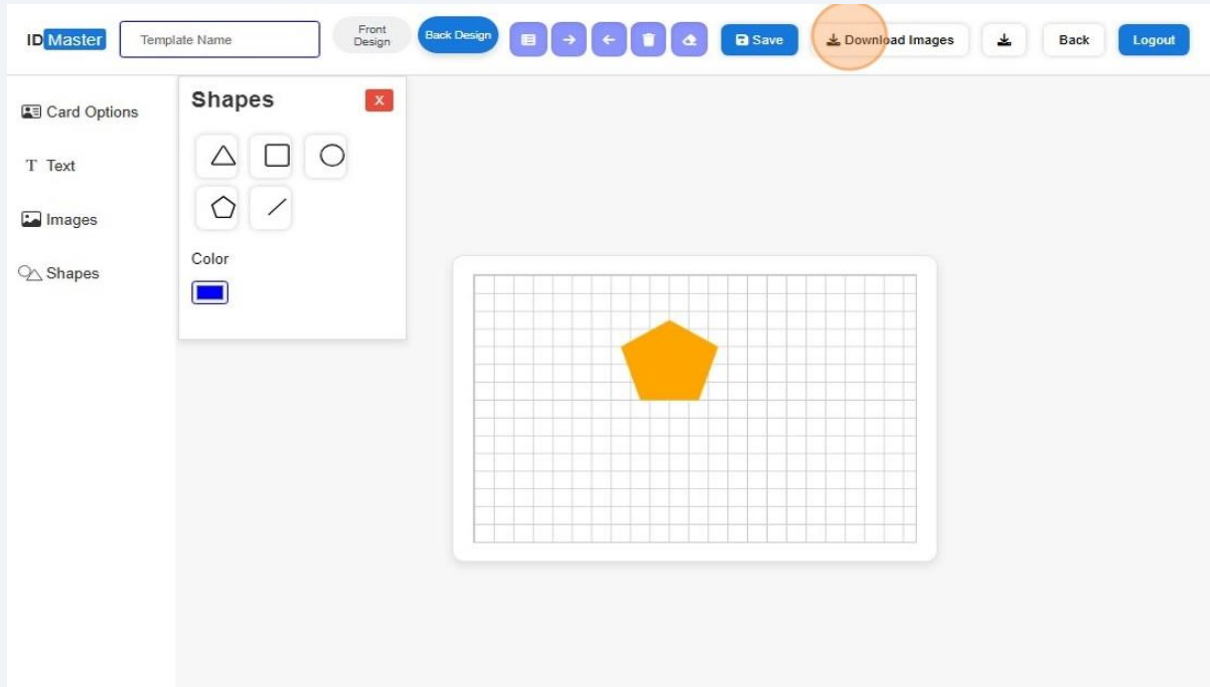


**44** After click on that button entire canvas has clean now.



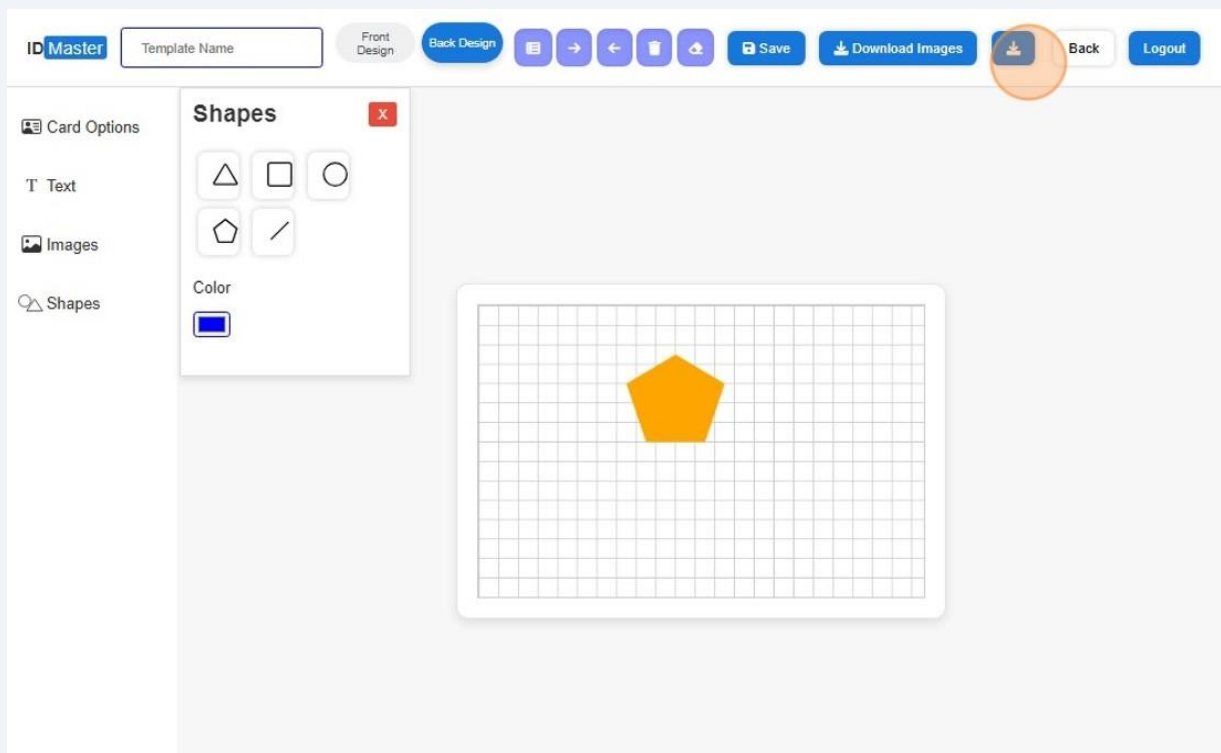
**45**

If you want some images for canvas- background then click "Download Images" button then a zip-file will download on your system. which you can use it.



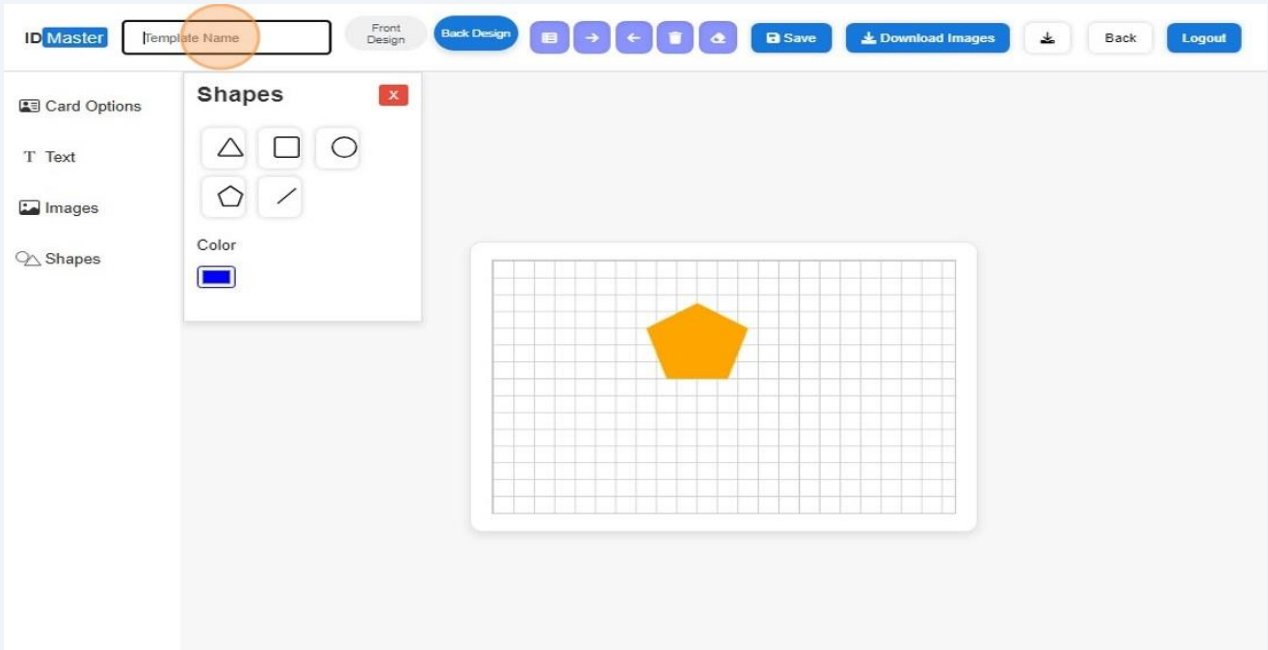
**46**

Now click on Download-Template button as shown below image then current canvas design will download as image on the system.



**47**

You must enter a name for your template. Without a name, you cannot save the template.

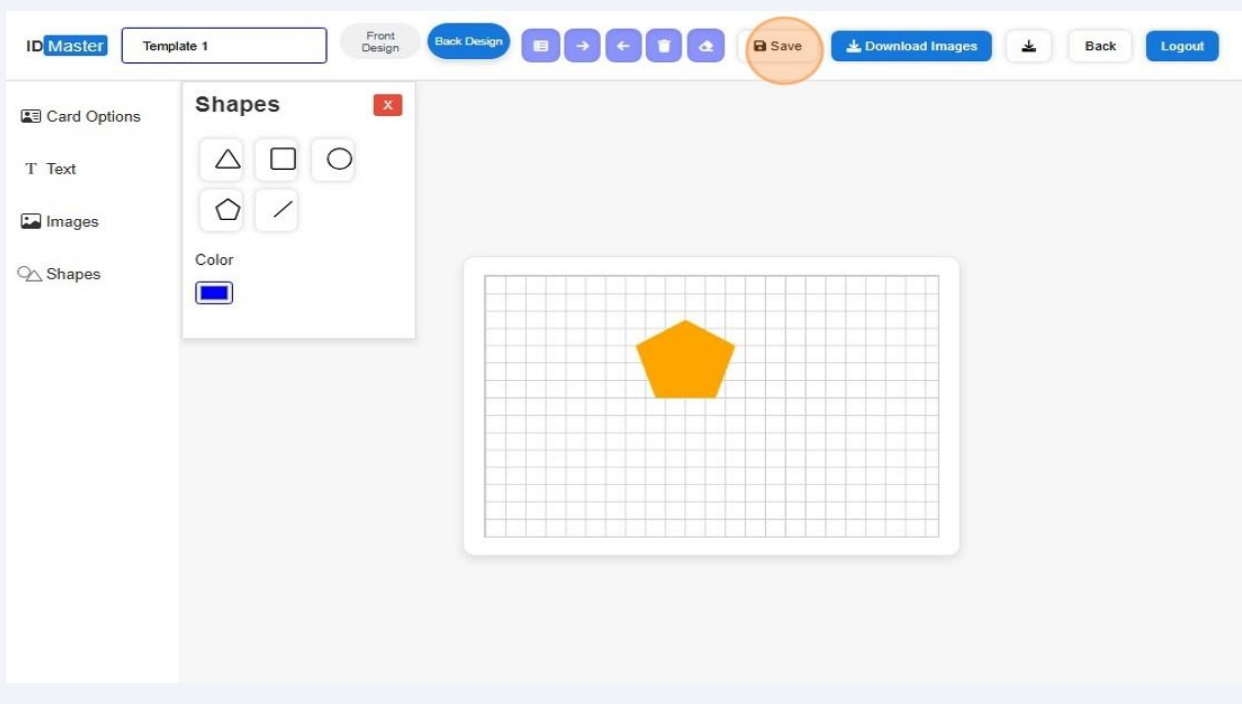


**48**

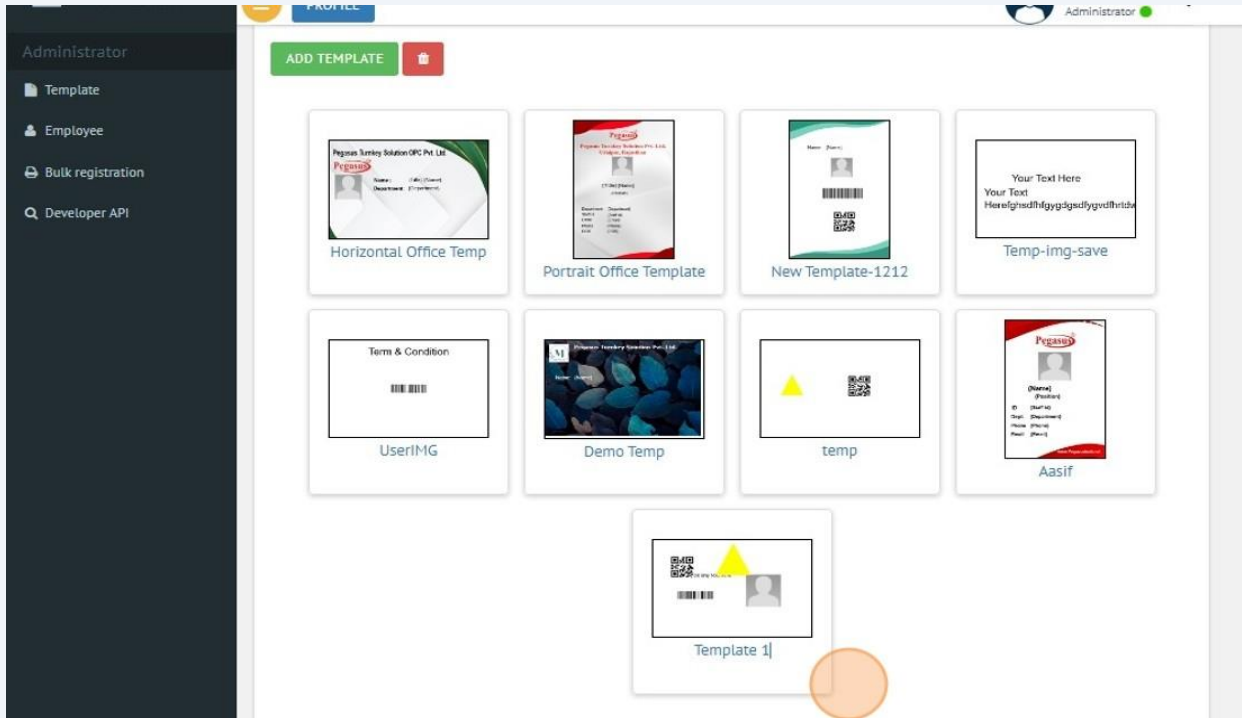
As you Type "Template1" as a name.

**49**

Now click on save button then canvas will save in the system.

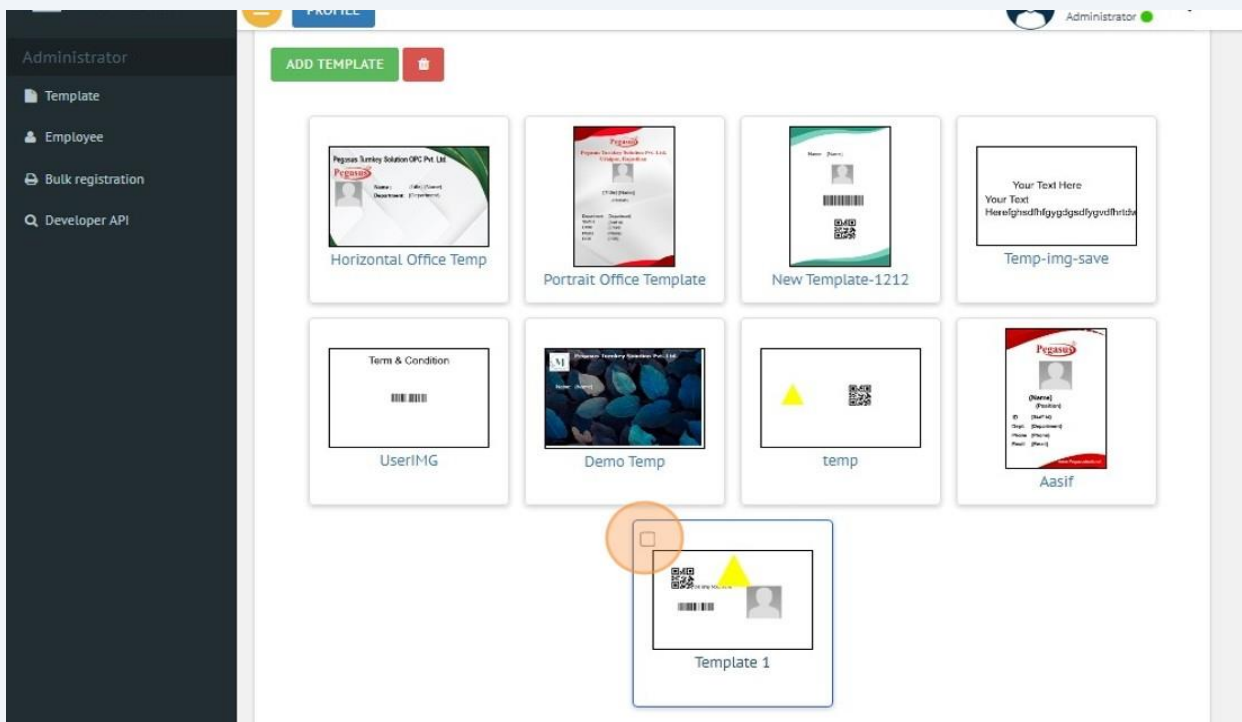


**50** As you can see in below image. Canvas has saved in the system.

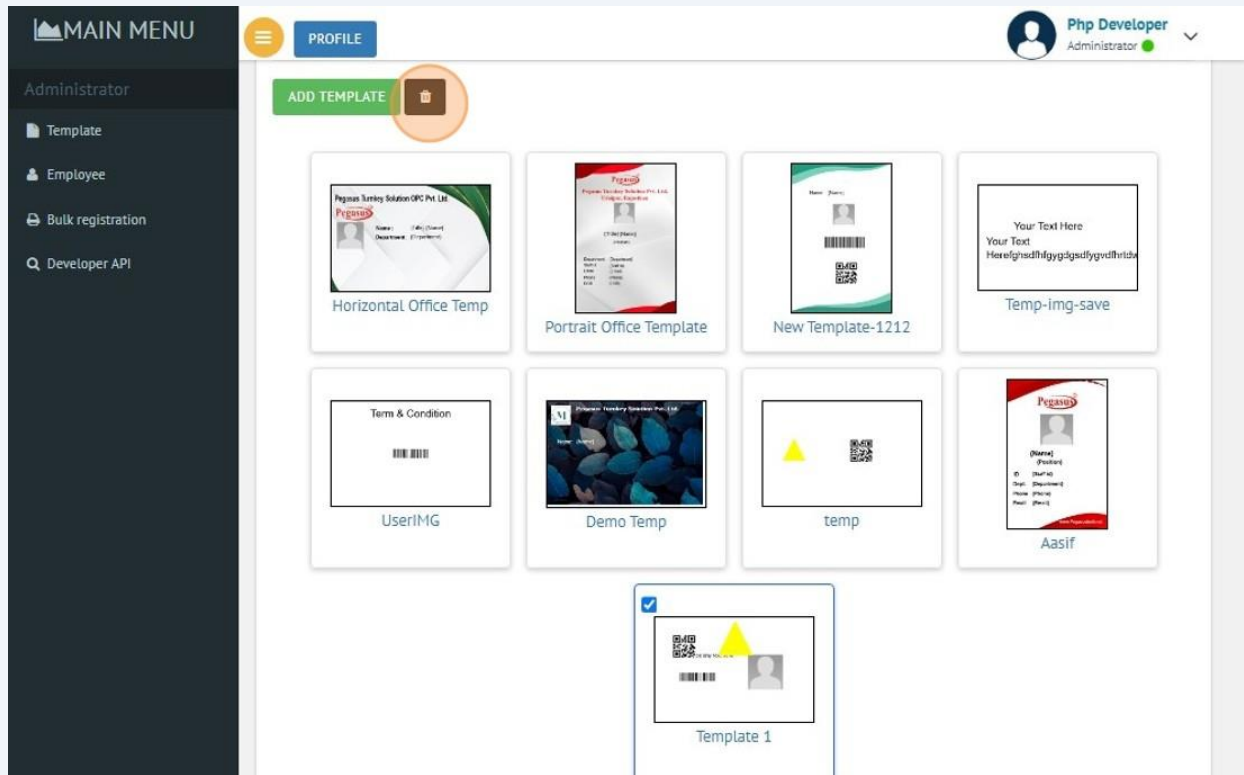


**51** If you want to delete a template, hover the mouse pointer over it, and a checkbox will appear. Check the checkbox, then click the red trash icon button to delete it.

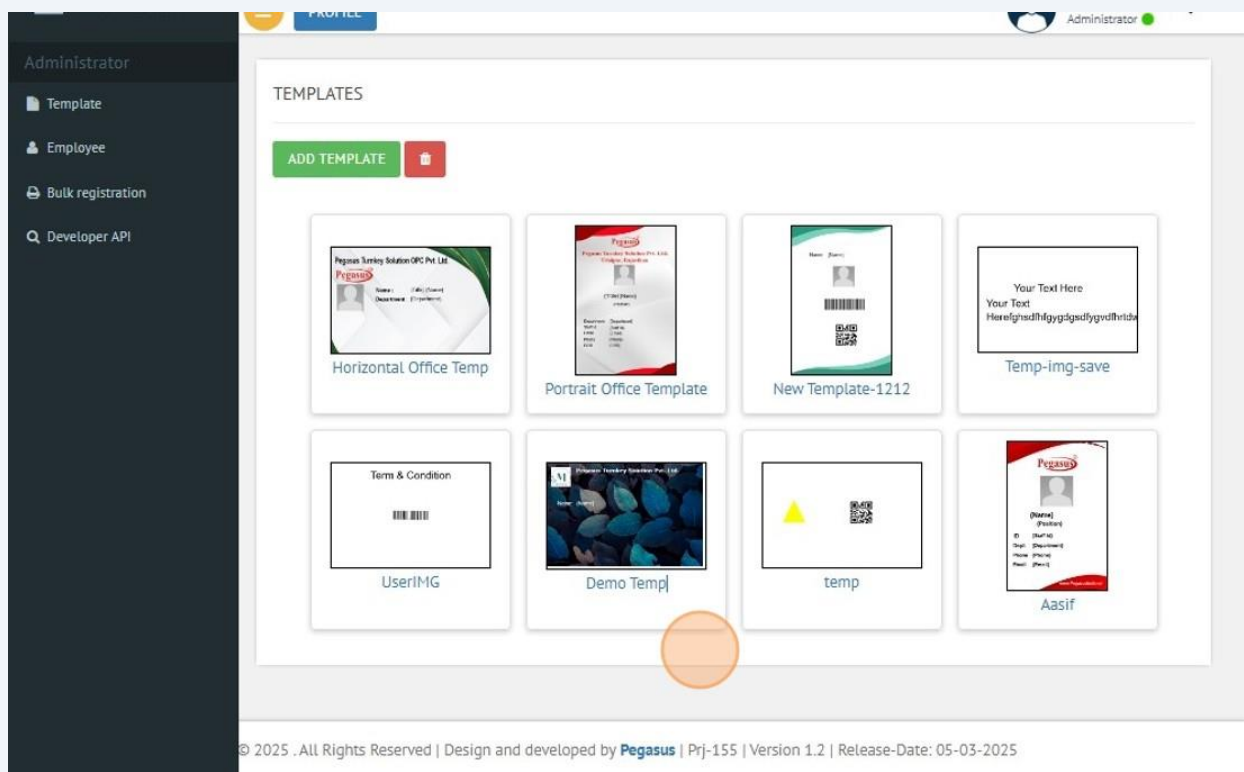
If you want to edit a template, simply click on it. The template will open in edit mode. where you can update the design.



**52** Now click on Delete button ...selected template will be remove from the system.

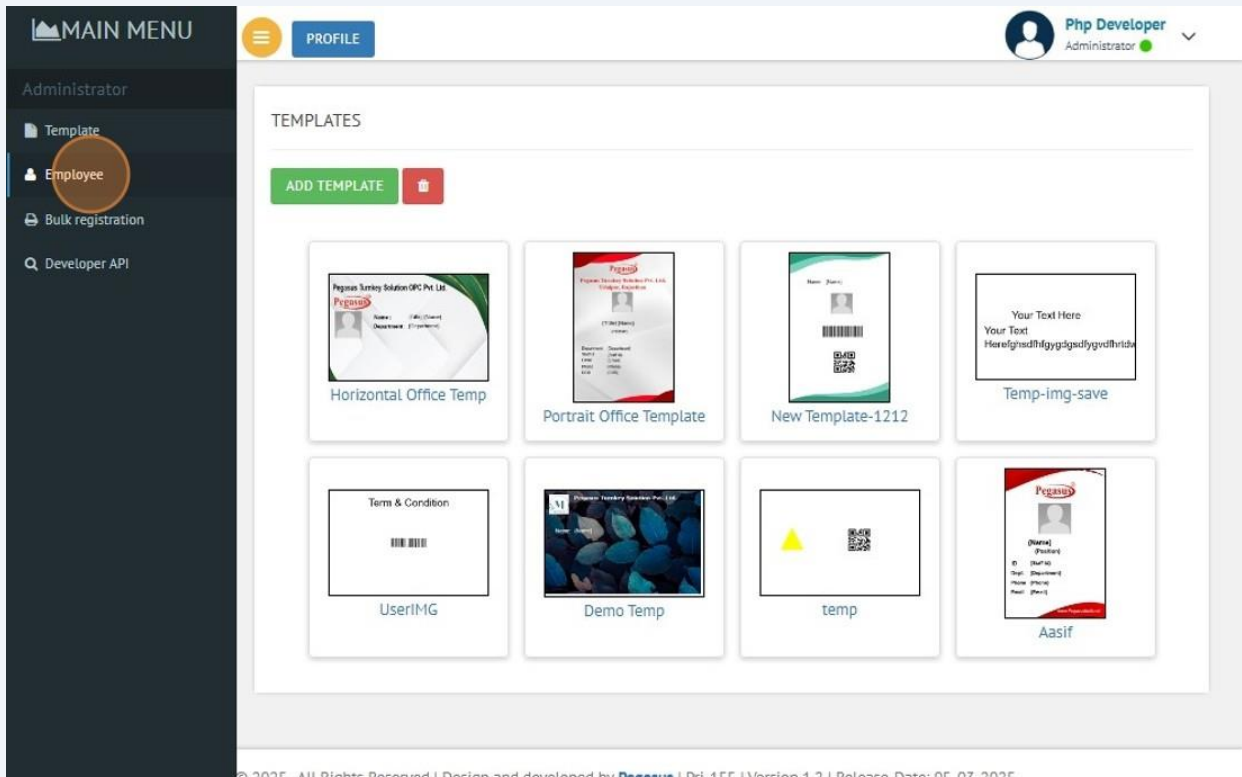


**53** As you can see selected template has removed.

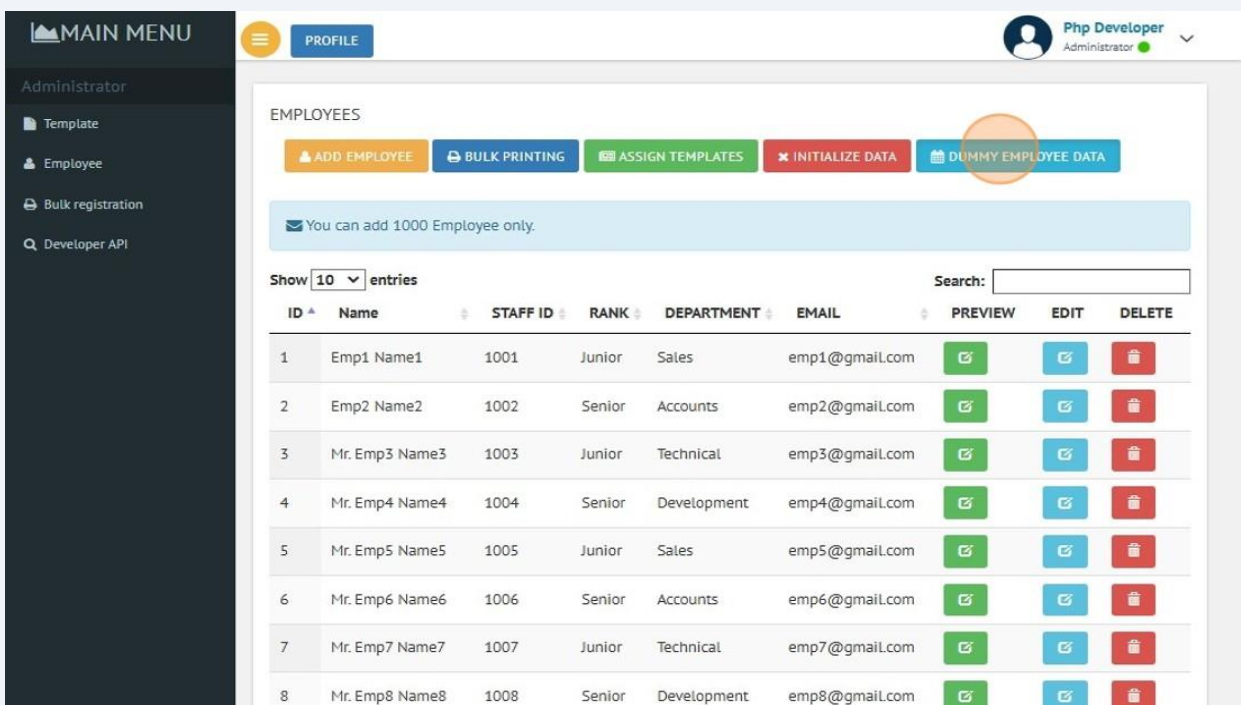




**54** To move on Employee Module...click on the side menu's Employee option.

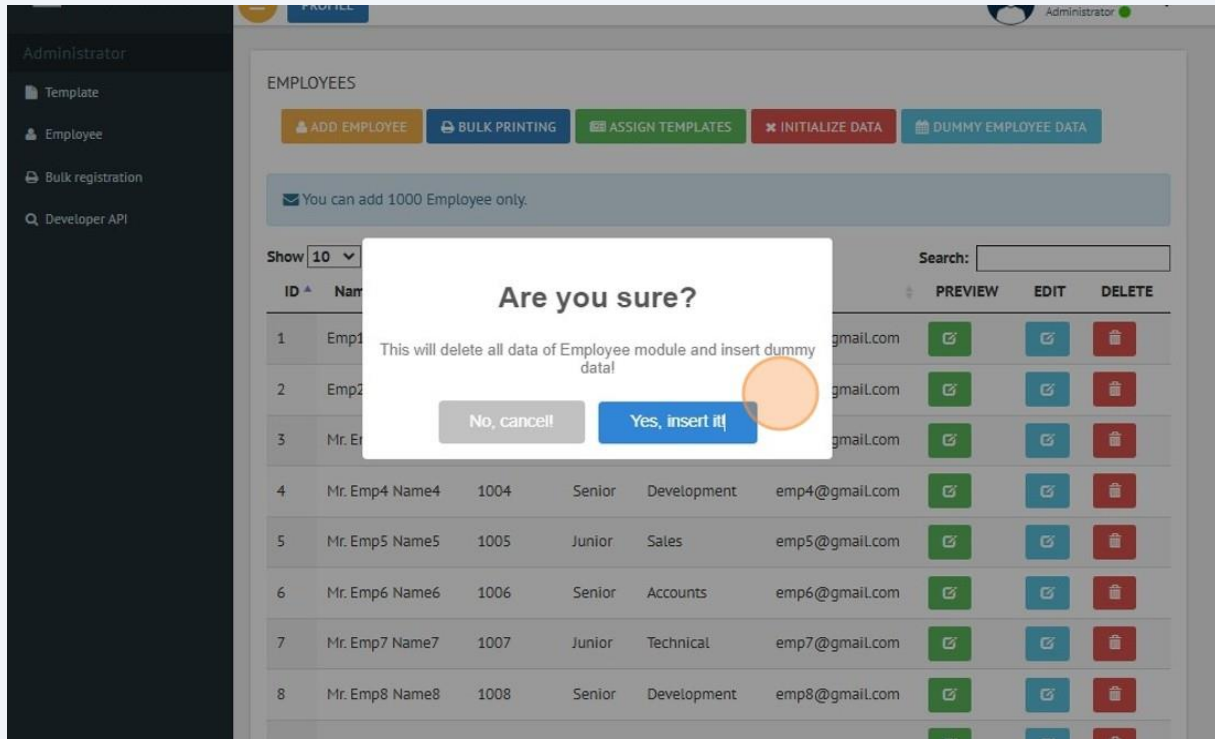


**55** If you want to add dummy employee data then click on "Dummy Employee Data" button as you can see in below image.



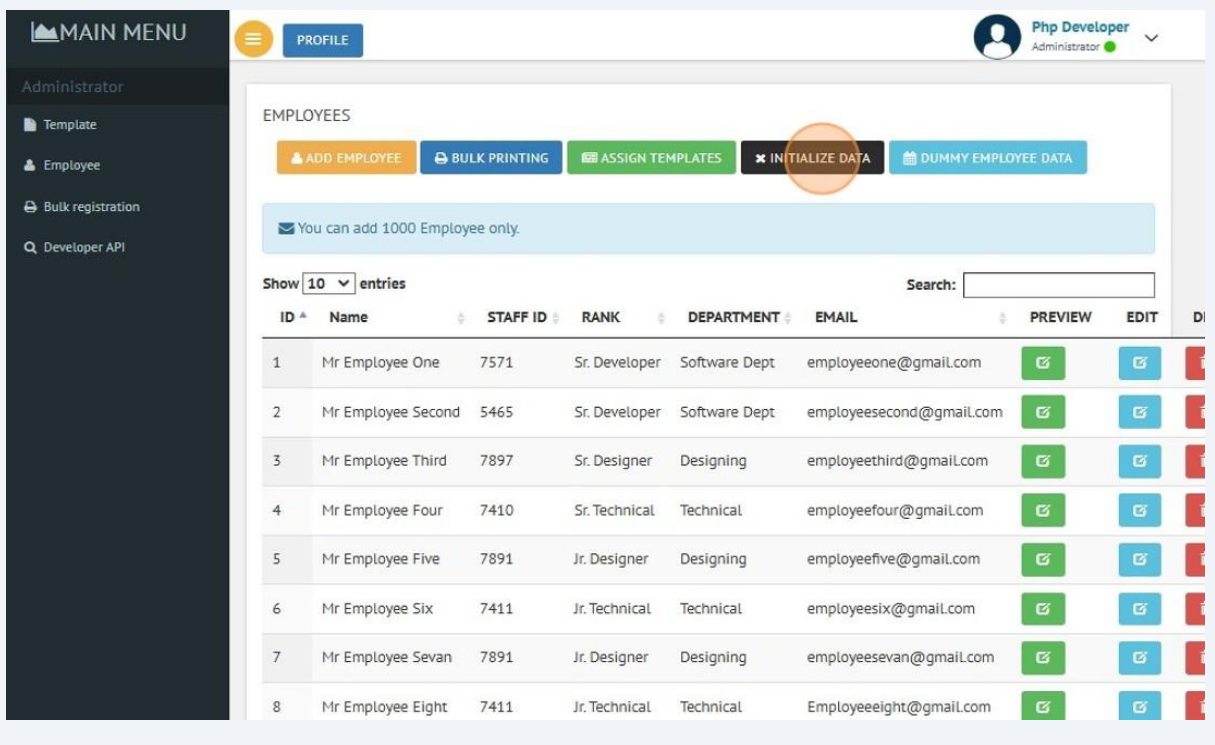
**56**

After click on button it will ask your confirmation to add dummy data. If you approved it then current data will be remove from system then dummy data will add into system.

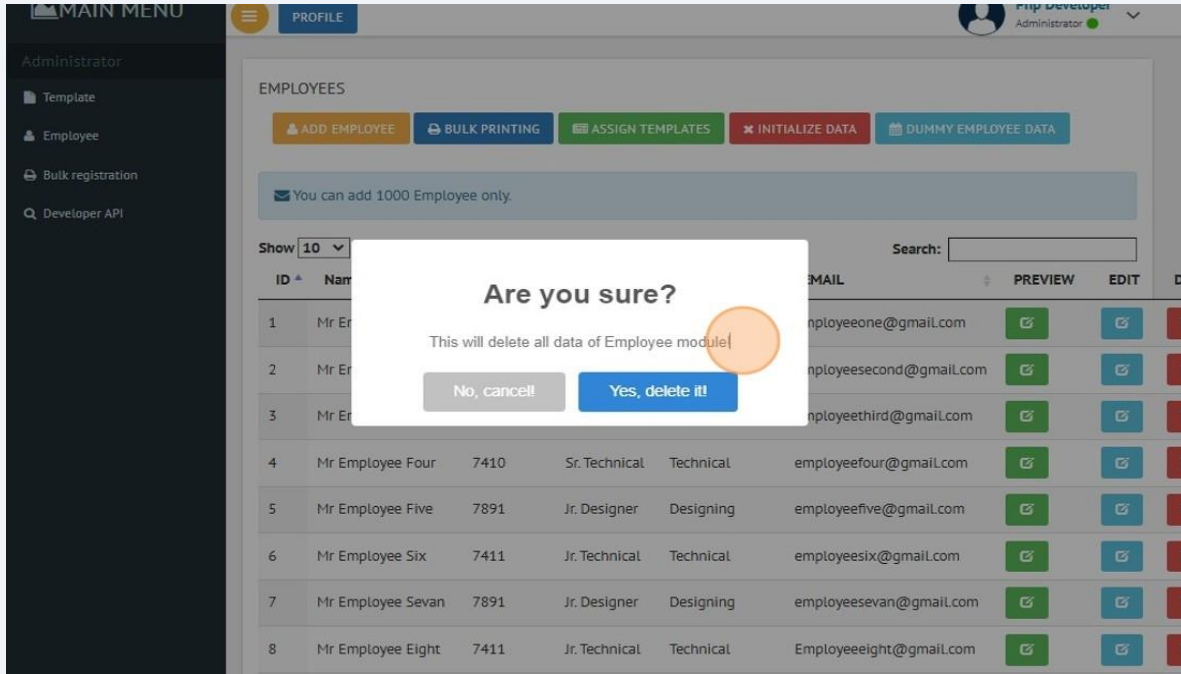


**57**

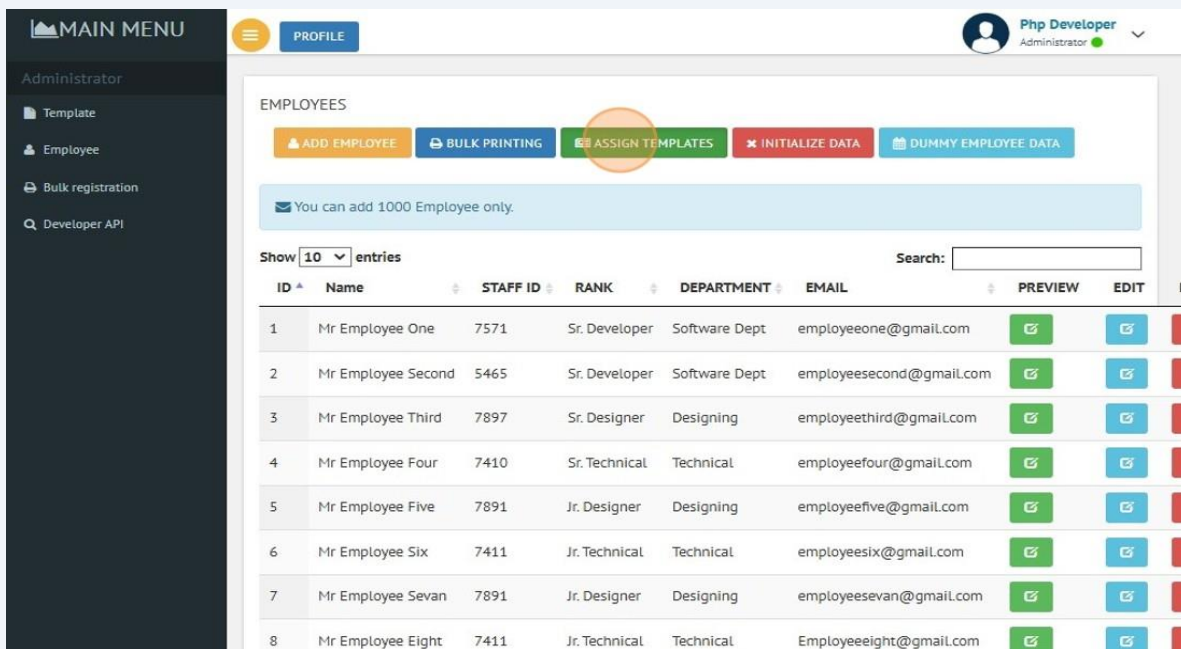
If you want to initialize like remove employee records then click on "Initialize Data" button.



**58** Here, also it will ask for your confirmation to delete the data.

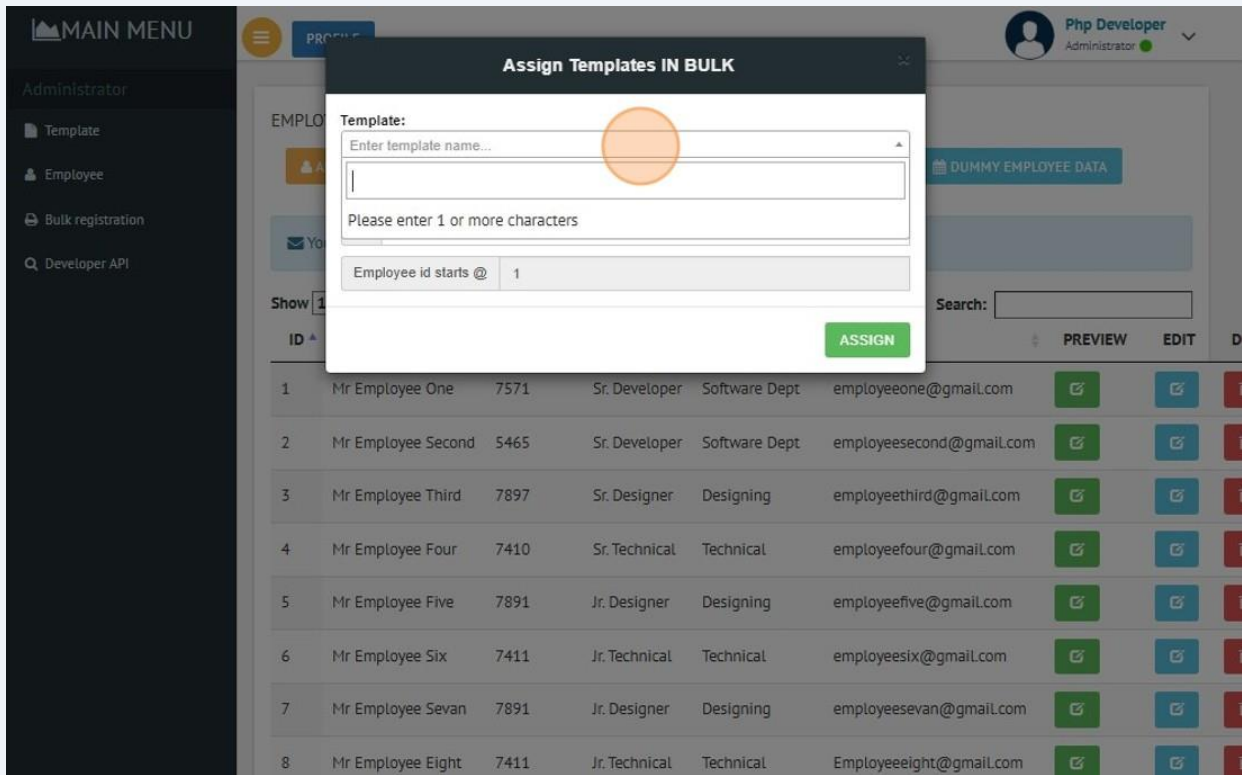


**59** If you want to assign a particular template to couples of employees then click on "Assian Templates" button.



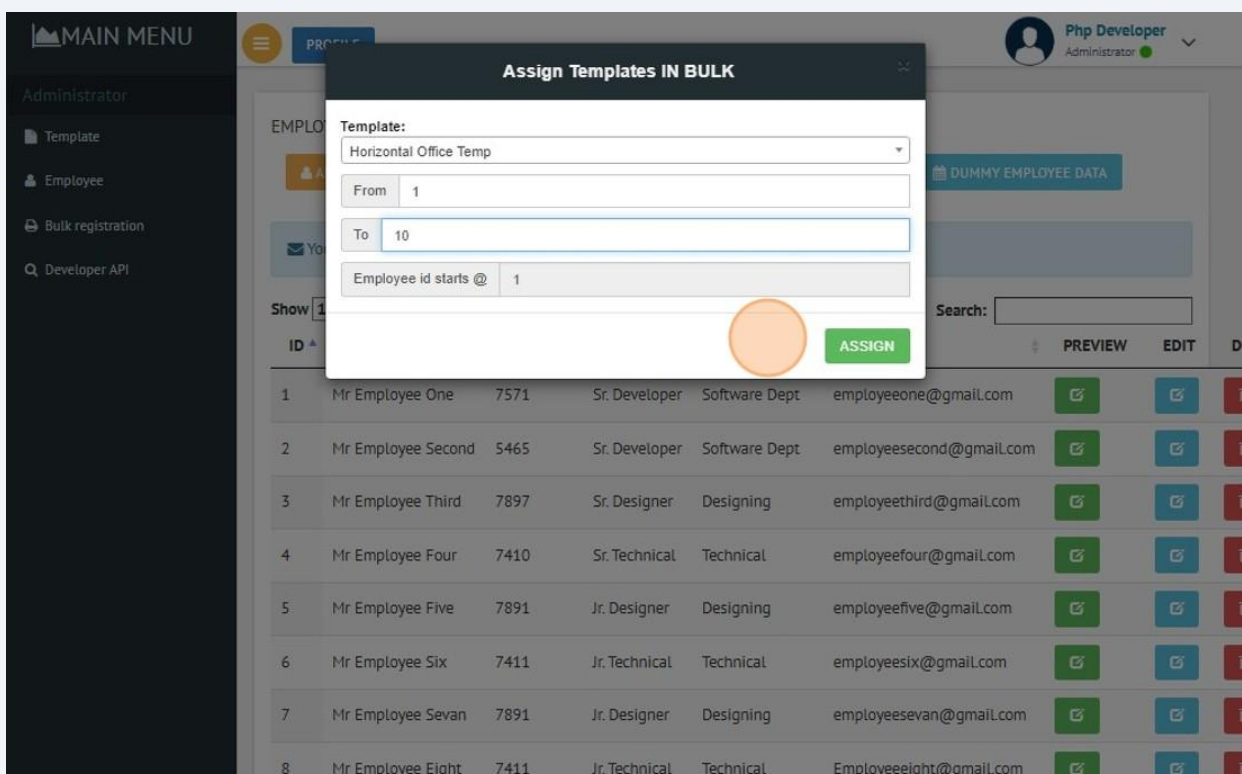
60

After click on "Assign Template" button a box will popup where you have to select a template then you have to enter employee's id range like 1 to 10.



61

After click on Assign button then it will assign that template on all employees whose employee's id come in range 1 to 10.





62

If you want to edit any employee's detail then click on blue color Edit button as you can see in below image. After click on it a box will popup which contain employee's detail.

The screenshot shows the 'EMPLOYEES' management page. At the top, there are buttons for 'ADD EMPLOYEE', 'BULK PRINTING', 'ASSIGN TEMPLATES', 'INITIALIZE DATA', and 'DUMMY EMPLOYEE DATA'. Below these is a notification: 'You can add 1000 Employee only.' The main area contains a table with columns: ID, Name, STAFF ID, RANK, DEPARTMENT, EMAIL, PREVIEW, and EDIT. The first row is highlighted, and the 'EDIT' button (a blue icon) is circled in orange.

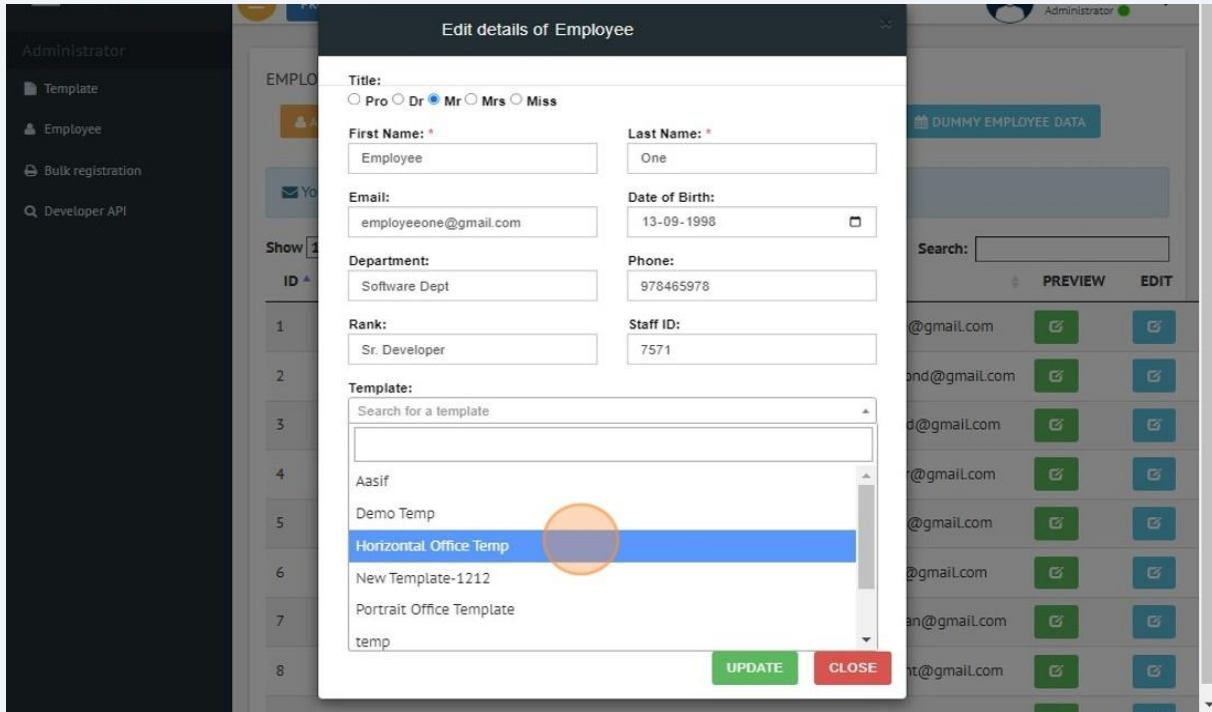
| ID | Name               | STAFF ID | RANK          | DEPARTMENT    | EMAIL                     | PREVIEW | EDIT |
|----|--------------------|----------|---------------|---------------|---------------------------|---------|------|
| 1  | Mr Employee One    | 7571     | Sr. Developer | Software Dept | employeeone@gmail.com     |         |      |
| 2  | Mr Employee Second | 5465     | Sr. Developer | Software Dept | employeessecond@gmail.com |         |      |
| 3  | Mr Employee Third  | 7897     | Sr. Designer  | Designing     | employeeethird@gmail.com  |         |      |
| 4  | Mr Employee Four   | 7410     | Sr. Technical | Technical     | employeefour@gmail.com    |         |      |
| 5  | Mr Employee Five   | 7891     | Jr. Designer  | Designing     | employeefive@gmail.com    |         |      |
| 6  | Mr Employee Six    | 7411     | Jr. Technical | Technical     | employeesix@gmail.com     |         |      |
| 7  | Mr Employee Sevan  | 7891     | Jr. Designer  | Designing     | employeesevan@gmail.com   |         |      |
| 8  | Mr Employee Eight  | 7411     | Jr. Technical | Technical     | Employeeeight@gmail.com   |         |      |

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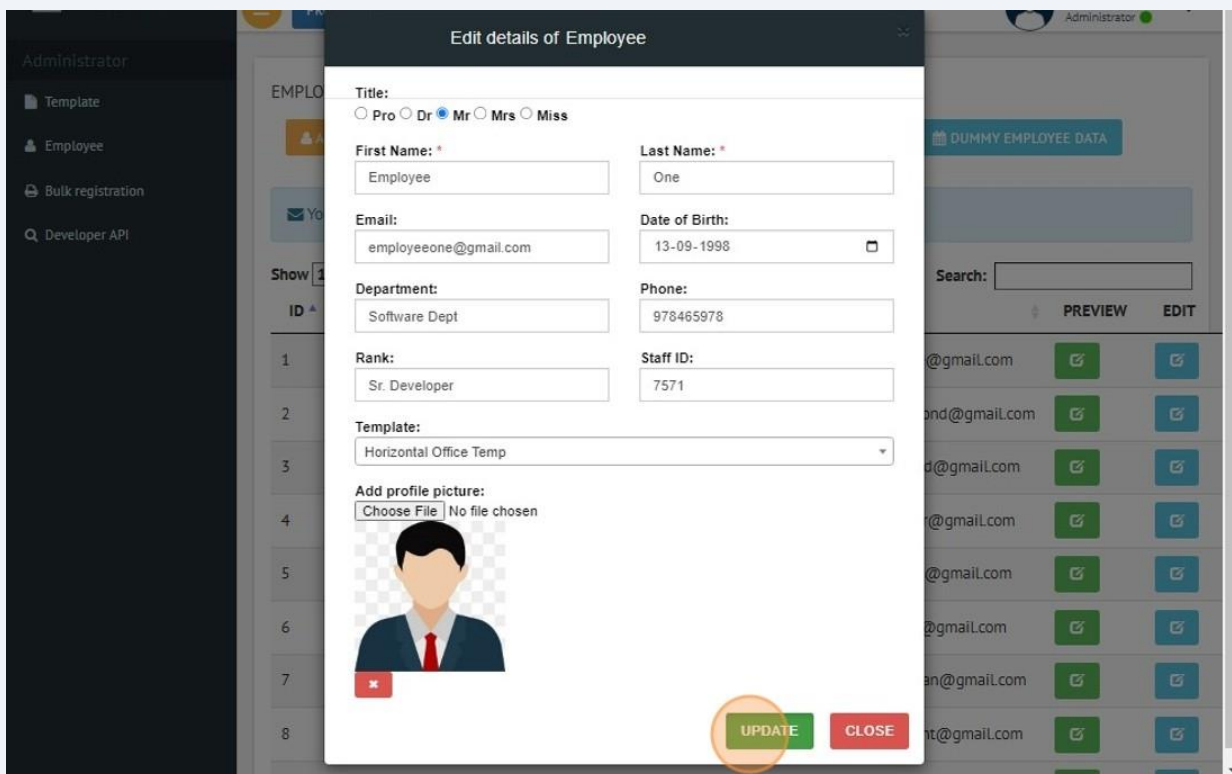
As you can see in below image employee's detail will show as you can see in below image.

The screenshot shows the 'Edit details of Employee' modal form. It contains the following fields: Title (radio buttons for Pro, Dr, Mr, Mrs, Miss), First Name, Last Name, Email, Date of Birth, Department, Phone, Rank, and Staff ID. A 'Template' dropdown menu is open, showing a search bar and a list of templates: 'Aasif', 'Demo Temp', 'Horizontal Office Temp', 'New Template-1212', 'Portrait Office Template', and 'temp'. The 'Aasif' template is highlighted. At the bottom, there are 'UPDATE' and 'CLOSE' buttons.

**64** You can see in below image ...that you can update template also.

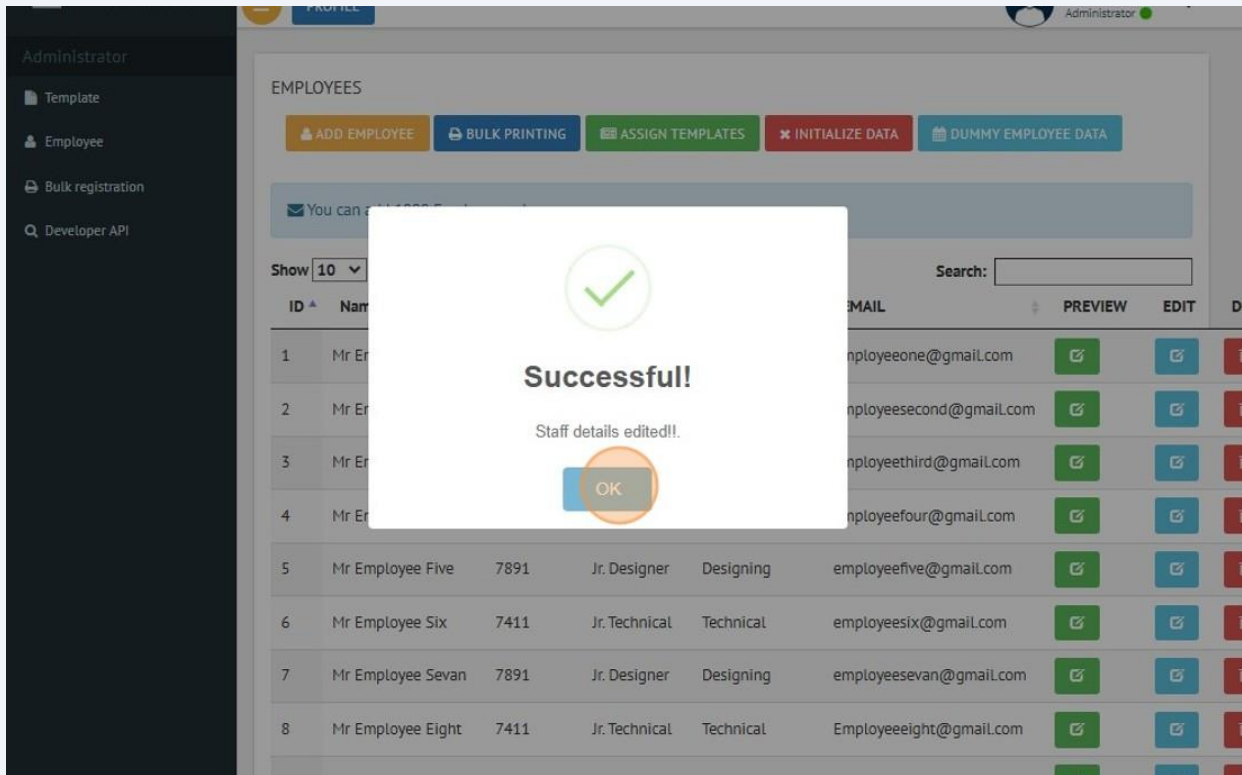


**65** After update employee's detail... you have to click on update button to save the changes you made.

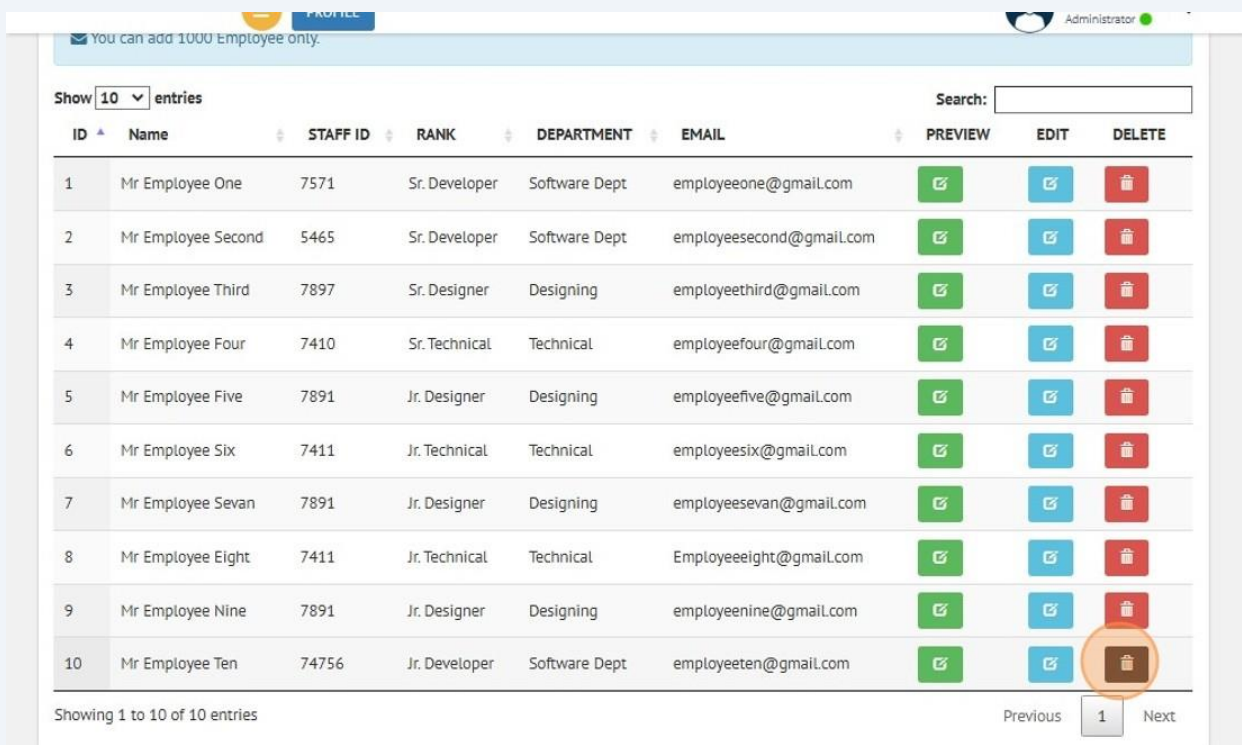




**66** After click on update button, you will get a success message.



**67** If you want to delete any employee's record then click on Trash icon button as you can see in below image.



**68** If you want to print multiple cards together then click on "Bulk printing" button.

| ID | Name               | STAFF ID | RANK          | DEPARTMENT    | EMAIL                     | PREVIEW | EDIT |
|----|--------------------|----------|---------------|---------------|---------------------------|---------|------|
| 1  | Mr Employee One    | 7571     | Sr. Developer | Software Dept | employeeone@gmail.com     |         |      |
| 2  | Mr Employee Second | 5465     | Sr. Developer | Software Dept | employeessecond@gmail.com |         |      |
| 3  | Mr Employee Third  | 7897     | Sr. Designer  | Designing     | employeethird@gmail.com   |         |      |
| 4  | Mr Employee Four   | 7410     | Sr. Technical | Technical     | employeefour@gmail.com    |         |      |
| 5  | Mr Employee Five   | 7891     | Jr. Designer  | Designing     | employeefive@gmail.com    |         |      |
| 6  | Mr Employee Six    | 7411     | Jr. Technical | Technical     | employeesix@gmail.com     |         |      |
| 7  | Mr Employee Sevan  | 7891     | Jr. Designer  | Designing     | employeesevan@gmail.com   |         |      |
| 8  | Mr Employee Eight  | 7411     | Jr. Technical | Technical     | Employeeeight@gmail.com   |         |      |

**69** After the click on Bulk-Print button a box will popup where you have to enter your ID range which you want to print.

**PRINT IDs IN BULK**

From:

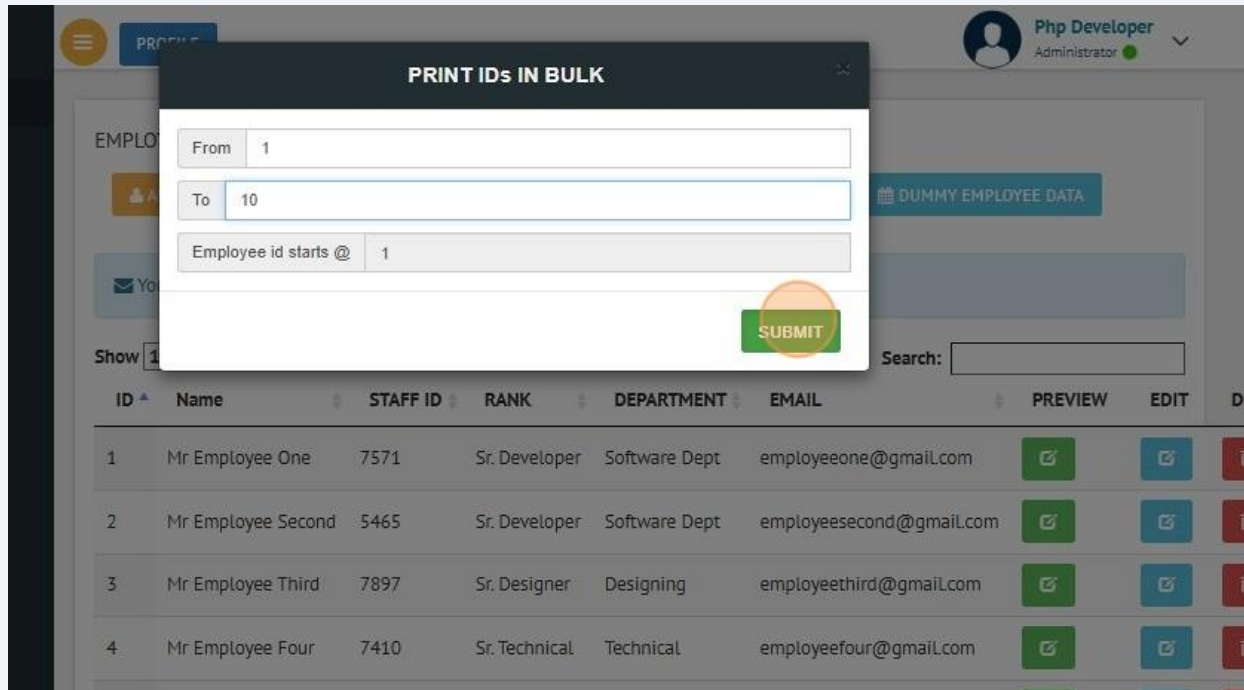
To:

Employee id starts @:

**SUBMIT**

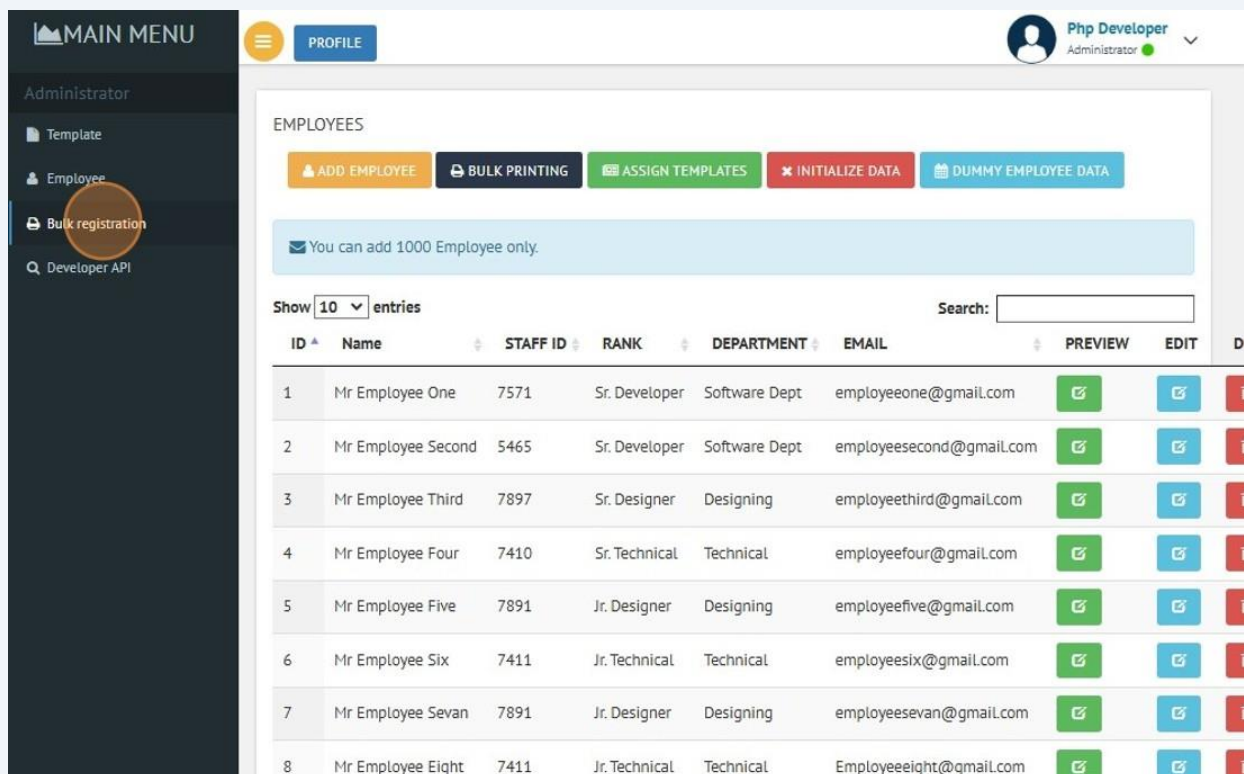
**70**

After filled all details you have to click on Submit button. Then Print window will show where you can print your cards.



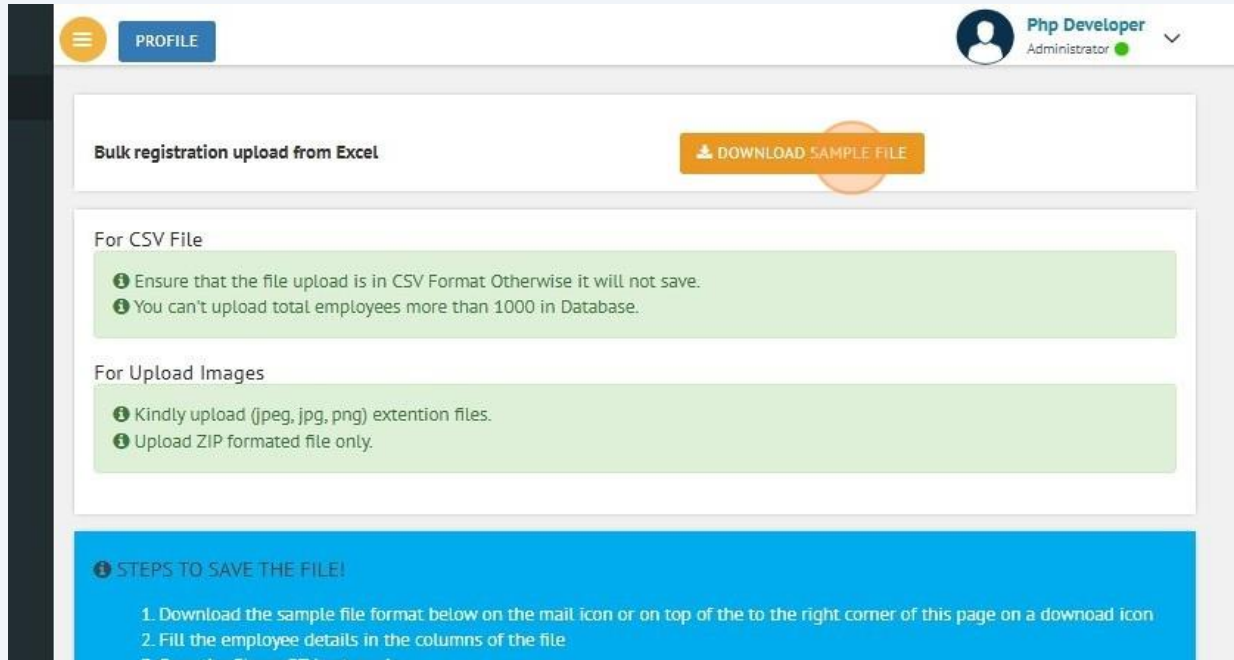
**71**

If you want to add multiple employee records at a time then click on "Bulk registration" button.



**72**

On Bulk-Registration module, you can download a sample CSV file by click on "Download Sample File" button to upload employee details. Here, some instructions are mention on the below page for upload CSV & Zip file.



**Bulk registration upload from Excel** DOWNLOAD SAMPLE FILE

**For CSV File**

- Ensure that the file upload is in CSV Format Otherwise it will not save.
- You can't upload total employees more than 1000 in Database.

**For Upload Images**

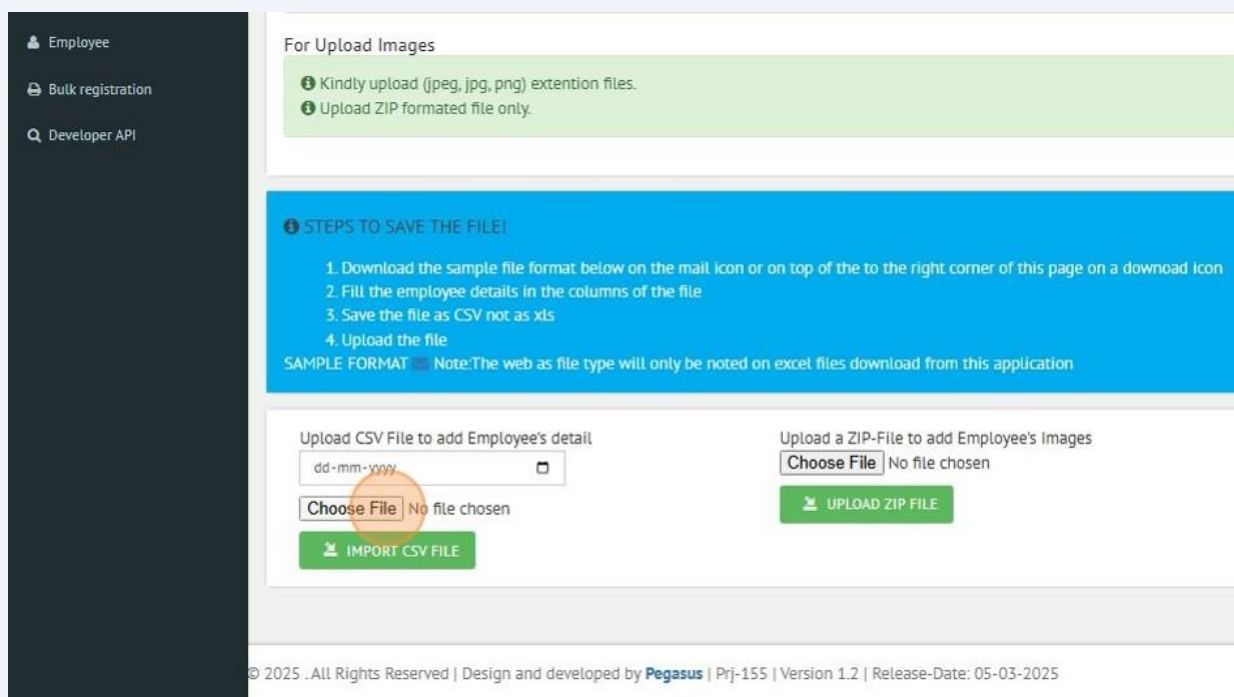
- Kindly upload (jpeg, jpg, png) extension files.
- Upload ZIP formatted file only.

**STEPS TO SAVE THE FILE!**

- Download the sample file format below on the mail icon or on top of the to the right corner of this page on a download icon
- Fill the employee details in the columns of the file
- Save the file as CSV not as xls

**73**

After add details in CSV file you have to upload that file using below button. Then you have to click on Import CSV File button.



**For Upload Images**

- Kindly upload (jpeg, jpg, png) extension files.
- Upload ZIP formatted file only.

**STEPS TO SAVE THE FILE!**

- Download the sample file format below on the mail icon or on top of the to the right corner of this page on a download icon
- Fill the employee details in the columns of the file
- Save the file as CSV not as xls
- Upload the file

**SAMPLE FORMAT** Note:The web as file type will only be noted on excel files download from this application

Upload CSV File to add Employee's detail

dd-mm-yyyy

No file chosen

Upload a ZIP-File to add Employee's Images

No file chosen

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To upload employee images, upload a Zip-Formatted file then click the "Upload Zip File" button. Ensure that the zip file contains images in PNG, JPEG, or JPG format and that the file names match those in the CSV file. Then, click "Upload Zip File."

The screenshot shows the 'Profile' page in the Pegasus Admin interface. On the left is a dark sidebar with navigation options: Administrator, Template, Employee, Bulk registration, and Developer API. The main content area has a header 'PROFILE' and a user profile icon labeled 'Administrator'. Below the header are two green boxes with instructions: 'Ensure that the file upload is in CSV Format Otherwise it will not save. You can't upload total employees more than 1000 in Database.' and 'For Upload Images: Kindly upload (jpeg, jpg, png) extension files. Upload ZIP formatted file only.' A blue box titled 'STEPS TO SAVE THE FILE!' contains a 4-step process: 1. Download the sample file format, 2. Fill the employee details, 3. Save the file as CSV, 4. Upload the file. Below this is a 'SAMPLE FORMAT' note. At the bottom, there are two upload sections: 'Upload CSV File to add Employee's detail' with a date input field and an 'IMPORT CSV FILE' button, and 'Upload a ZIP-File to add Employee's Images' with a 'Choose File' button and an 'UPLOAD ZIP FILE' button. A copyright notice at the bottom reads: '© 2025 . All Rights Reserved | Design and developed by Pegasus | Prj-155 | Version 1.2 | Release-Date: 05-03-2025'.

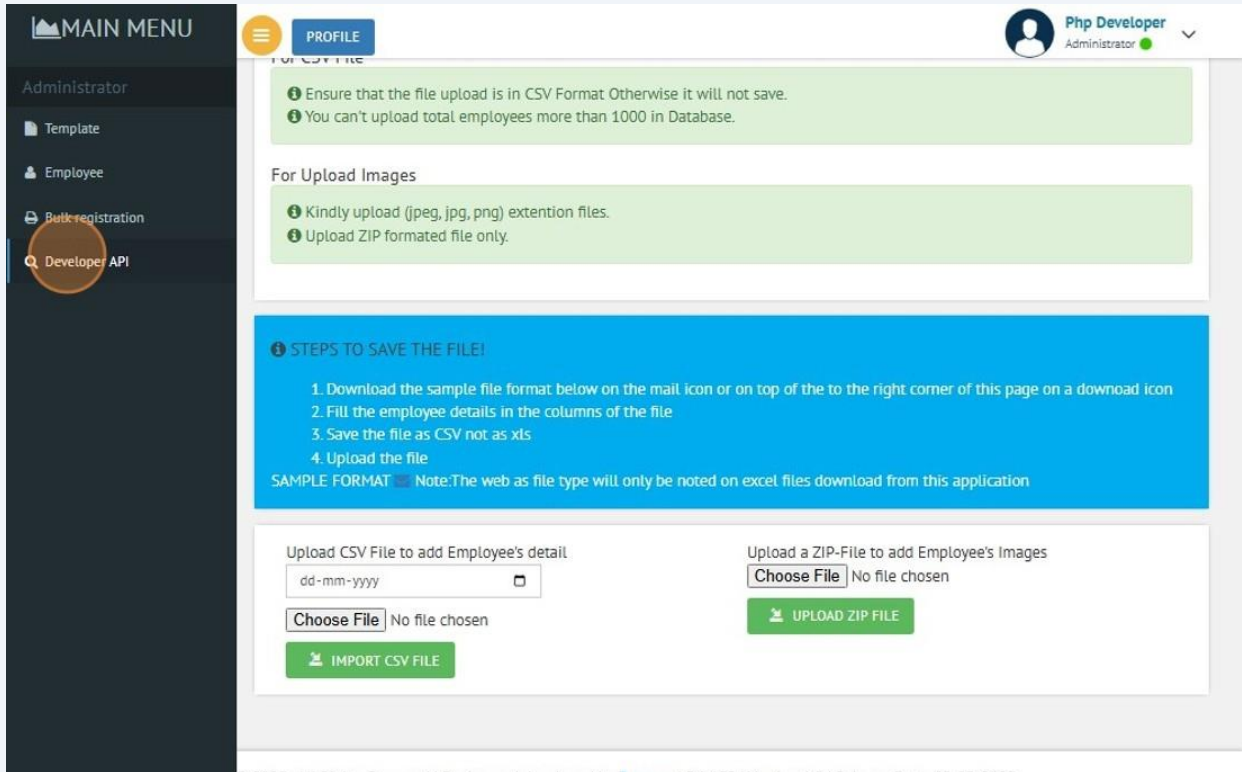
75

After that you will get success message. If everything goes well...otherwise you will get an error message.

This screenshot is identical to the one above, showing the 'Profile' page in the Pegasus Admin interface. It includes the same sidebar, instructions for CSV and ZIP uploads, the 'STEPS TO SAVE THE FILE!' section, and the upload buttons. The copyright notice at the bottom is also the same: '© 2025 . All Rights Reserved | Design and developed by Pegasus | Prj-155 | Version 1.2 | Release-Date: 05-03-2025'.

**76**

If you want to upload employee's data and image using REST-APIs then click "Developer API" option side menu.

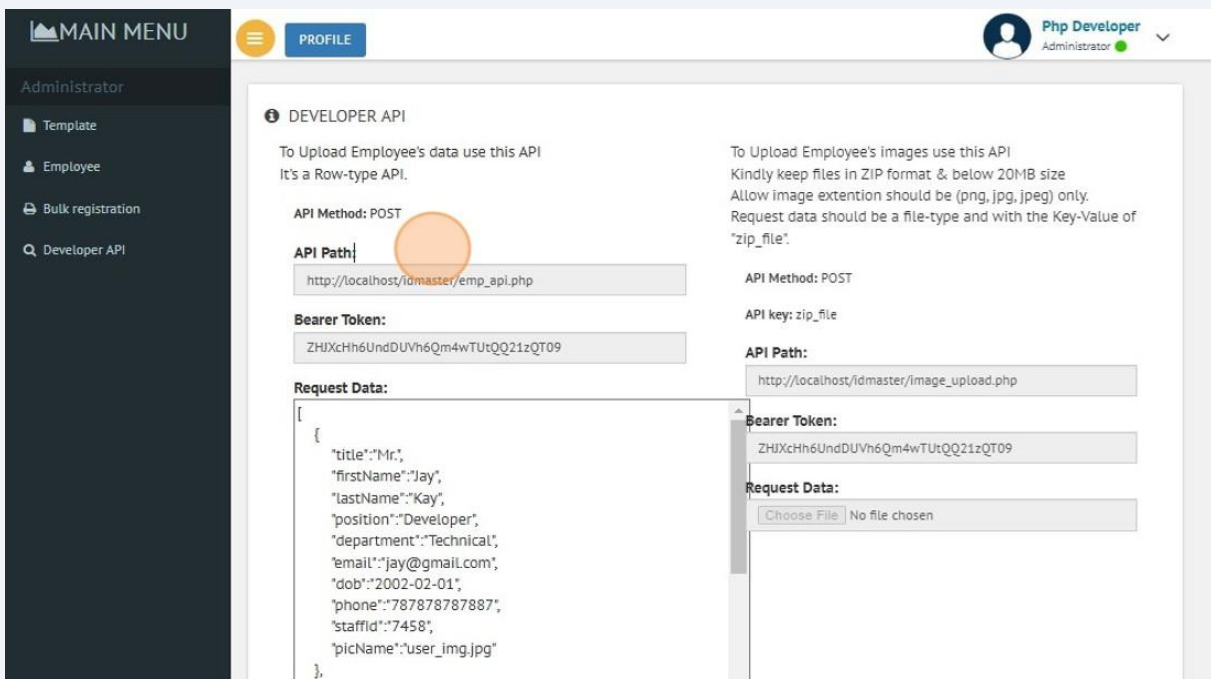


**77**

In the Developer-API module, two APIs are displayed, as shown in the image below.

The first API allows you to upload employee data. It is a **POST** request, and you must include a **Bearer Token** in the header. The request data should be formatted as shown in the image below.

The second API is used to upload employee images in a zip file. You must include the **Bearer Token** in the header and send the zip file in the request body with the key "**zip\_file**". This is also a **POST** request.



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To Logout from application click on your name which is showing right upper corner side like in below image "Php Developer" name is showing.

**DEVELOPER API**

To Upload Employee's data use this API  
It's a Row-type API.

API Method: POST

API Path:

Bearer Token:

Request Data:

```
[
  {
    "title": "Mr.",
    "firstName": "Jay",
    "lastName": "Kay",
    "position": "Developer",
    "department": "Technical",
    "email": "jay@gmail.com",
    "dob": "2002-02-01",
    "phone": "78787878887",
    "staffid": "7458",
    "picName": "user_img.jpg"
  },
  {
```

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After click on your name a dropdown menu will show...where "Logout" option will show. Now you have to click on it then you will redirect on login page.

**DEVELOPER API**

To Upload Employee's data use this API  
It's a Row-type API.

API Method: POST

API Path:

Bearer Token:

Request Data:

```
[
  {
    "title": "Mr.",
    "firstName": "Jay",
    "lastName": "Kay",
    "position": "Developer",
    "department": "Technical",
    "email": "jay@gmail.com",
    "dob": "2002-02-01",
    "phone": "78787878887",
    "staffid": "7458",
    "picName": "user_img.jpg"
  },
  {
```