

Learn How to Make School ID Cards

Printing your ID cards in 3 easy steps

Step 1: Determine how the cards will be used

How you will use the cards impacts the software and equipment you will need to design and make the cards. For example, if you will be using the cards as debit cards in the lunchroom or as a means to check out books from the library, you may use a barcode or a magnetic stripe.

A barcode can be printed with any type of ID card printer while a magnetic stripe requires an encoding ID card printer.

It is best to decide how you will be using the cards before you purchase any software or equipment.



(1) Your student, staff, and faculty images can be batch imported, allowing you to create cards quickly and easily. You can also take individual photos and create one-off cards.

(2) Your card design can be customized however you would like – include your school name, mascot, school colors, and more!

(3) There's no limit to the type of cardholder data your cards can include: name, grade, student ID, allergies, class schedule, the list can go on!

(4) A barcode can be used to quickly and easily check out library books or purchase items in the cafeteria, eliminating the need for cash! Any ID card printer can print a barcode on your cards.

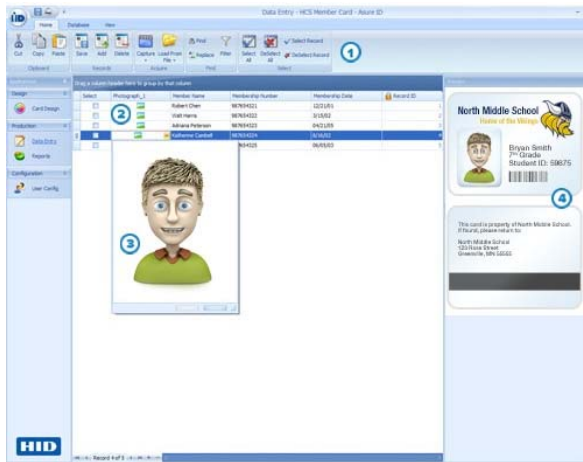
(5) Similar to a barcode, a magnetic stripe card allows you to create a multi-use card. In order to use magnetic stripes, you'll need an ID card printer with encoding capabilities.

Step 2: Design the card & import your list

After you have purchased the software and equipment that you need to make the cards, you can begin designing the cards!

ID software makes this step easy and allows you to easily manage your hundreds (or even thousands) of student and faculty cards.

If you already have a collection of student photos, they can be batch uploaded in to the software, saving you time and money. The software will help you manage the student data and save time when creating each individual card.



(1) ID software is easy to learn and use to design and manage your ID cards.

(2) Most ID software can connect to an external database, eliminating the need to enter cardholder data manually.

(3) Import images from a database or take photos and import directly into the software. Images can then be edited and placed right into your card design. Couldn't be easier!

(4) ID software makes it easy to print a large batch of cards at the beginning of the school year and then one-off cards to quickly and easily replace lost or broken cards.

Step 3: Print & use the card

Once the cards have been designed and your database has been imported into the software, you're now ready to use an ID card printer to print the cards! An ID card printer is very similar to the ink jet printer you use every day!

Ready to get started? Shop our recommended ID card solutions that were developed to meet the specific needs of K-12 schools.

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