

# General

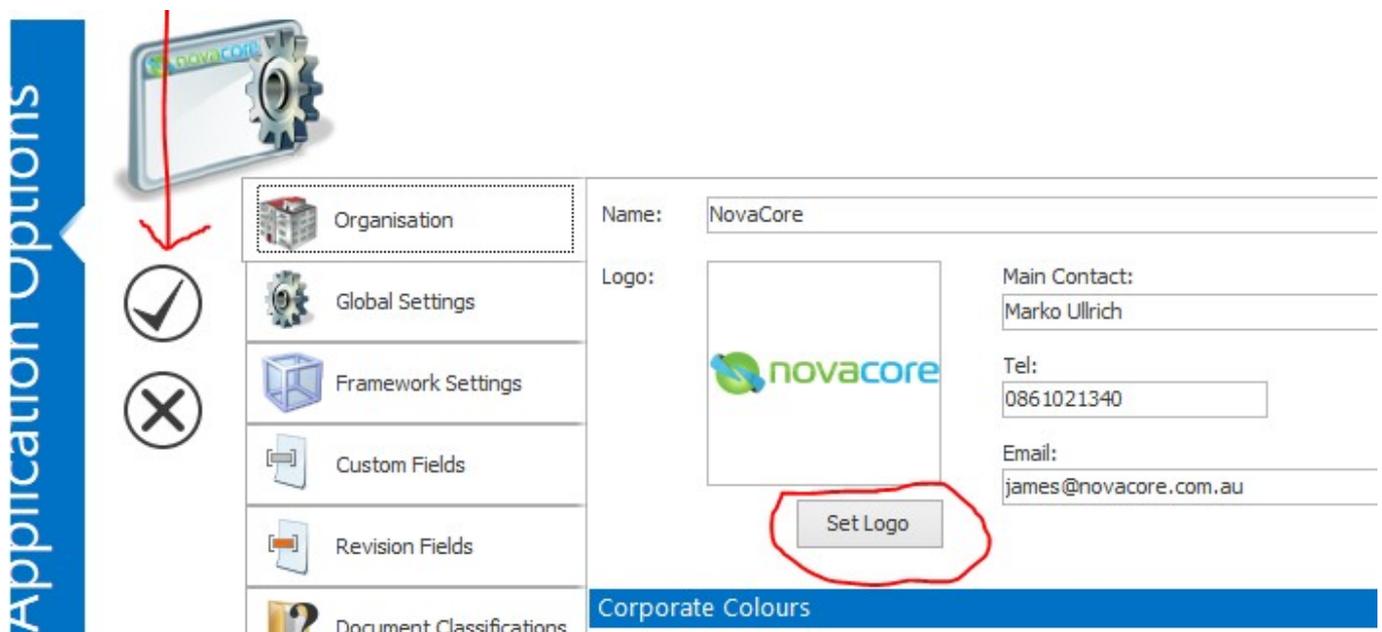
## How do I update the logo for all of the documents?

To put the same logo into all of your documents

1. Open the NovaCore Software.
2. Select the "Tools/Config" tab.
3. Click the "Application Options" button.
4. Under the tab "Organisation" simply click the "set Logo" button and then add your logo. Click the big tick on the left to save your logo and it will automatically appear in all NovaCore documents that contain the **Logo Field**. See screenshot below.

To find out more about using fields, check out this page:

<https://help.novacore.com.au/using-custom-fields.html>



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