

# LabelCraft

Dynamic Label Software

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Including ASCII File Server,  
PrintSpooler, PrintMaster  
and ODBC2000 Server programs

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## User's Guide



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# **PART 1: LabelCraft**

## What is LabelCraft?

LabelCraft is a powerful program for creating all types of labels in the Microsoft Windows® environment.

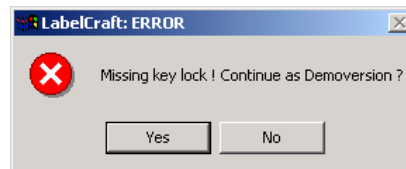
LabelCraft is easy to use. You can add text, graphics and barcodes to a label, and position them with a few mouse clicks. The program works with both ordinary laser printers and special label printers.

LabelCraft gives you access to all True Type fonts available in Windows. There are many True Type fonts available, please contact your local Microsoft dealer for more information.

This manual is not meant to be a Microsoft Windows tutorial. We assume that you have some experience using Windows. If you need more information, please consult your Windows manual.

# Installing LabelCraft

This software is protected with a *hardware key*, which must be plugged into the parallel printer port at the back of your PC. Without the key LabelCraft runs in demo mode. The following message is then shown when you choose **Label Printing** or **Label Editing** from the main menu:



The demo version has the following limitations:

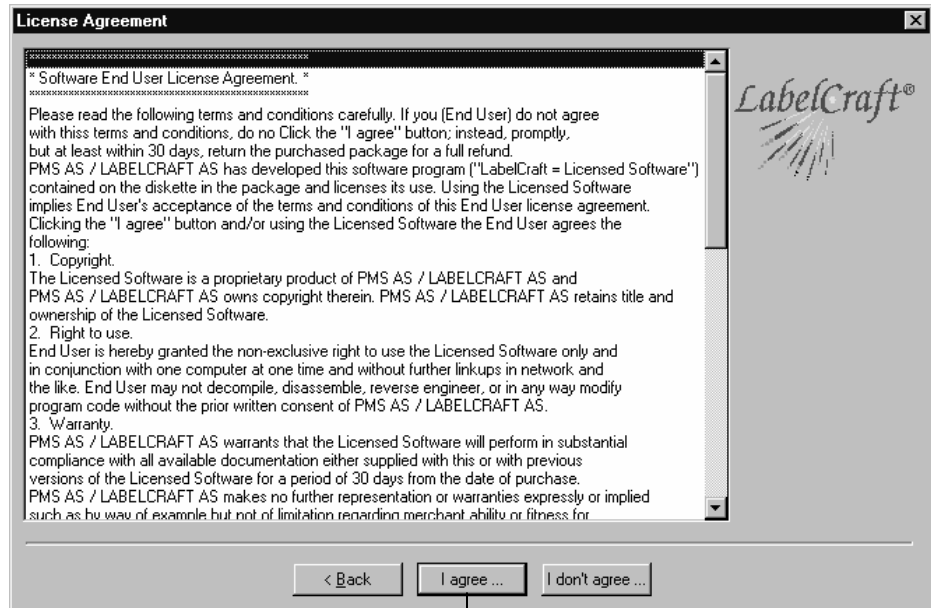
- «Save» and «Save As» are disabled.
- Some letters in text strings are mixed up.
- Numbers are randomized (they will change all the time).
- Graphics will be over crossed.

Follow these steps to install LabelCraft on your computer:

1. Find the LabelCraft hardware key, and insert it into the parallel port at the back of your PC.  
If you already use the parallel port for your printer, unplug the printer and insert the hardware key. Then plug the printer into the key.
2. Insert the LabelCraft diskette into your diskette drive.
3. If you are running Microsoft Windows 95/98/NT, from the **Start menu** choose **Run**.
4. In the text box **Command Line**, type **a:\exlabel** (you might have to change the drive letter, for example to **b:\exlabel**).
5. Click **OK**. You see this window:



6. Click **License Agreement** to start the setup program. The program shows the agreement.



7. Read the agreement. If you I agree Click I agree to continue the installation. To cancel the agreement select I don't agree and the installation will be aborted.
8. When requested, specify the directory where you want to install LabelCraft. Unless you specify a

different directory, the application will be installed in C:\LABEL32.

NOTE! The setup program will overwrite any existing files in this directory.



9. Click **Next** to start the installation.

The setup program adds a program group called LabelCraft to the Program Manager. This group contains three icons:



Starts the LabelCraft main program.



Starts the ASCII File Server.



Starts the ODBC2000 program.



Starts the Print spooler program



Starts the Print spooler program




Starts the uninstall program to remove the program

If you are running Windows 95,98 and NT 4.0, these icons are added to the Start menu in a program group called LabelCraft.

NOTE!

When installing the system on a WinNT 4.0, Windows2000, Windows XP Home or Windows XP Pro. a Sentinel setup

program and the  icon is added to the program group. If this is the first time that you are installing this software on the computer you must run this program. Select the menu “Functions | Install Sentinel Driver”. Confirm all questions and the device driver that will allow us to find the copyright key (hardware key). If you have problems running the program make sure that you have the rights to install a device driver into the system.

## Starting LabelCraft

To open the program click on the Start button, select Programs, scroll down to the LabelCraft program and select LabelCraft.

After first time the program will get local country from your operating system and set the language according to this. You will now see the main window:



If you want to print labels that you have already designed, choose **Label Printing**.

If you want to design a new label or edit a label, choose **Label Editing**.

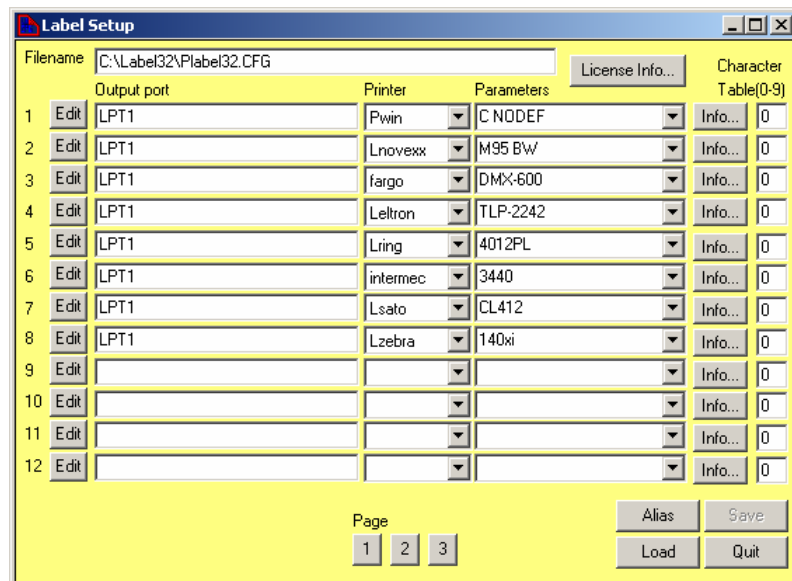
# Configuring your printer

Before you can start using LabelCraft, you need to configure your printer(s). You can define up to four different printers that you can choose between when you want to print labels.

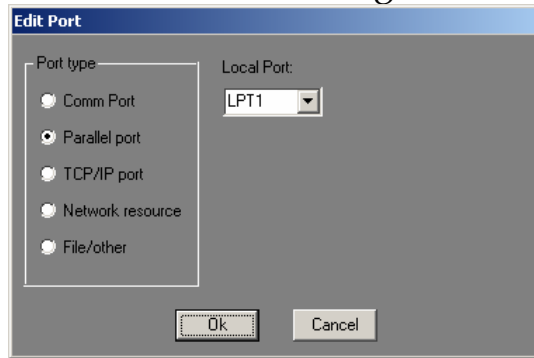
1. Start LabelCraft and choose **Label Editing** from the main window.
2. From the **File menu**, choose **Modify Format**. You see the 'New Label' dialog box.
3. Click on the **Setup** button. You see the 'Label Setup' window.

NOTE! You can also activate this window by running LSETUP.EXE that was copied to the program directory during installation.

4. In the **Filename** text box LabelCraft suggests 'PLABEL.CFG'. The configuration is saved in this file. You may change this if you need more than one printer configuration. If not, we recommend that you do not change the filename, since the name for this file is associated with the program name.

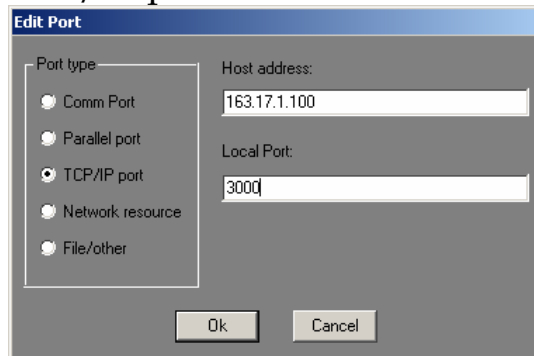


5. To set-up what output port to be using click on the button "Edit". A dialog box will now be opened:



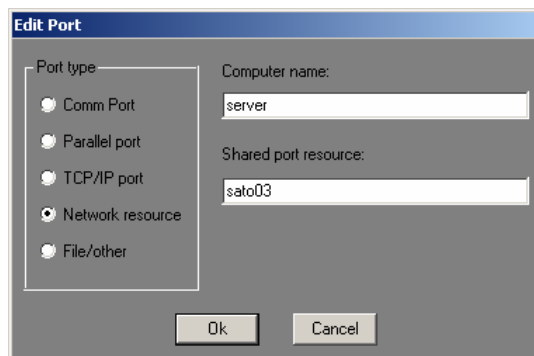
Select with a radio button what port type to use. Each port type will have a corresponding dialog. Com port and Parallel port will look like the one that is shown above.

TCP/IP port:



TCP/IP connection is done by RAW TCP/IP format. When using TCP/IP make sure that your system will support this format. Make sure that the "Local Port" is set-up correct.

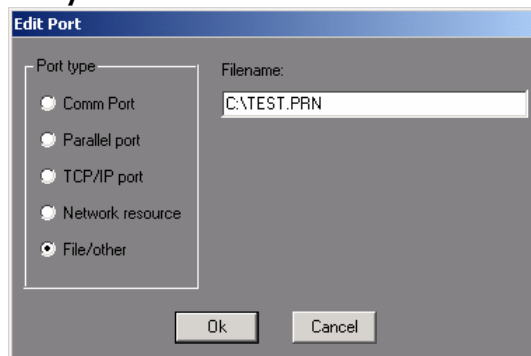
Network resource:



When using a network-shared resource this needs to be identified correct. Computer name is the network name for the computer that is sharing out his port. Shared port resource is the name you have setup in the printer driver. Note! To use this function you

must have enabled the system to share out its printers. On the example above we have setup the server on the system to share out a resource that is controlled by the server. In this example, it could have been a local printer port. There has been installed a printer driver that is assign to the port that you will connect the printer to. A note of caution, please use a simple driver as possible (Example: Generic Text only). When you are setting up the spooler setting of this driver make sure that you have setup the data format to be RAW. Other formats may generate extra characters to be sent to the printer that may result in damaged output by the printer.

#### **File/other:**



When you want to print to a file or using an USB device this is the port setting you are going to use. For printing to a file just insert the name of the file that that you want to generate. If you are going to use an USB port enter the port name in this text box (example: USB001).

6. Select your printer from the **Printer /Family** from the drop-down list. If your printer is not found there or that it is not compatible with another printer you can connect to this printer by using its windows driver and LabelCraft's generic Windows driver PWIN

If you want to use a generic Windows printer driver, select PWIN. LabelCraft then uses the default printer selected in the Windows Control Panel (unless you select NODEF or PDEF from the **Parameters** list - you are then prompted for printer before printing is

started or using the printer defined to that specific port (LPT6)).

7. You now need to specify the printer parameters. This will vary from printer to printer. You select the parameters from the **Parameters** drop-down list. The printer parameters will often contain a ref to which model to be using as well as other special parameters that is available for this printer

NOTE! Click on the **Info** button for more information about the various parameters.

8. Type the character table to use in the **Character table** text box.

NOTE! Click on the **Info** button, then **Character codes** or **Country codes** for a list of relevant codes.

9. You have now completed the configuration of this printer. Repeat steps 5 - 8 to configure another printer.
10. Click **Save** to save the setup configuration.
11. Click **Quit** to close the window.

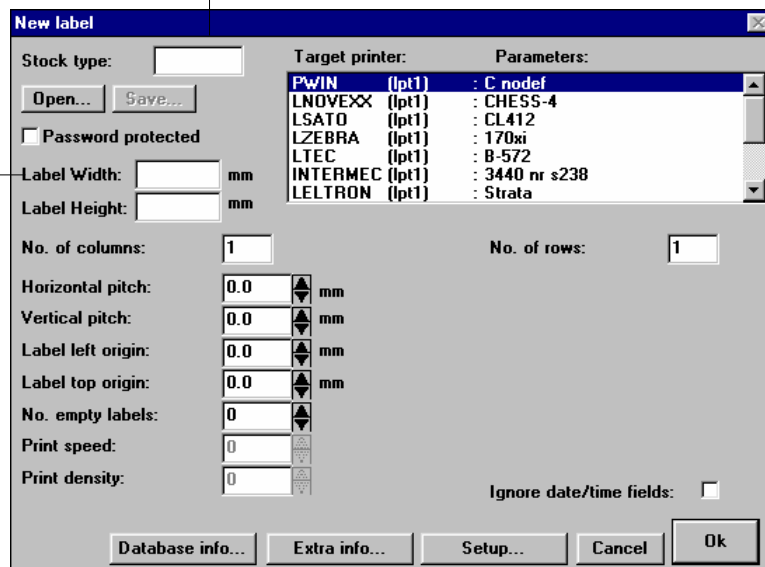
## Defining the label format

LabelCraft lets you store an unlimited number of label formats in separate files. You need to specify label width and height, number of columns and rows, margins and the printer to use.

1. From the **File menu** choose **Modify Format**. You see the 'New Label' dialog box.

Please note that this dialog box will vary depending on what the selected model will support.

2. The cursor is in the **Stock type** text box. Here you specify the filename.



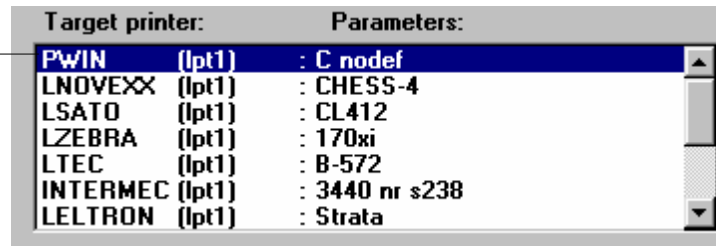
3. Empty the **Label Width** and **Label Height** text boxes.

4. Move the cursor to the **No. of columns** text box. Type the number of labels across the page, for example 3.

5. Press the TAB key. The cursor is now in the **No. of rows** text box. Type the number of labels down the page, for example 10.

6. Click on the printer you want to use in the **Target printer** list.

LabelCraft fetches the page format for the selected printer and calculates the width and height of the label. The result is added to the **Label Width, Label Height, Horizontal pitch** and **Vertical pitch** text boxes.



7. If you want a horizontal gap between labels, you need to tell LabelCraft this. Default there is no gap. In the text box **Horizontal pitch**, type the label width *plus* the gap, for example 70 (mm).  
*NOTE! If you are using columns across the web and set the Horizontal pitch to be "0" you will only print one label across the web.*
8. If you want a vertical gap between labels, you need to tell LabelCraft this. Default there is no gap. In the text box **Vertical pitch**, type the label height *plus* the gap, for example 30 (mm).  
*NOTE! If you are using rows across the web and set the Vertical pitch to be "0" you will only print one label across the web.*
9. If you want a gap from the left of the page to the left side of the first label column, you need to tell LabelCraft this. Type the gap in the text box **Label left origin**, for example 10 (mm).
10. If you want a gap from the top of the page to the top of the first label row, you need to tell LabelCraft this. Type the gap in the text box **Label top origin**, for example 20 (mm).

11. If you want to skip some labels on the first page, type the number of labels to skip in the **No. empty labels** box. This allows re-use of partial sheets of labels.
12. To save the format, click the **Save** button. If you have specified a filename in the **Stock type** text box, the format is now saved. If not, you see the 'Save As' dialog.
13. Select the drive and directory where you want to save the format if it is different from the LabelCraft directory.
14. In the **Filename** text box give the format a name. The file extension .STK, is added automatically.
15. Click **OK**. You have now defined and saved the label format. The next time you want to create a new label, simply click **Open** and select this file. You can then use the format immediately.

# Making a new label

To help you get started, this section contains an example showing how to make a simple label with one text field.

Always follow the main steps described below when you want to create and print a new label.


---

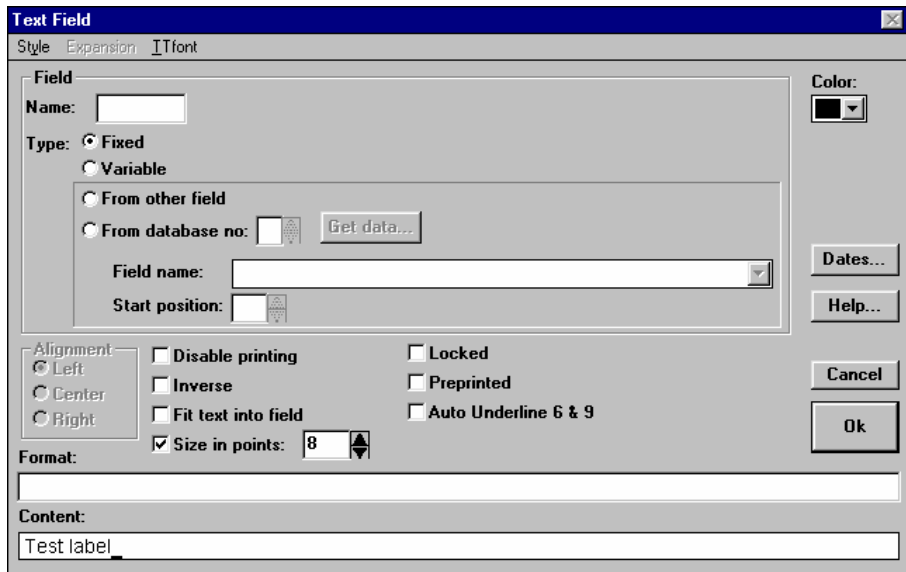
## STEP 1: The label format

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1. Start LabelCraft and choose **Label Editing** from the main window. You see the 'Label Editor' window.
2. From the **File menu** choose **New**. You see the 'New label' dialog box.
3. If you have already defined a label format, click **Open** and select the file. Then click **OK**. To continue, move to 'STEP 2: Add a field to the label'.
4. If you need to define a new label format, see the section 'defining the label format'.

## STEP 2: Add a field to the label

1. Click on the **single-line text field icon** , or choose **Text** from the **Field** menu. You see the 'Text Field' dialog box.
2. In the **Content** text box, type the text you want on the label. For example 'Test label'.

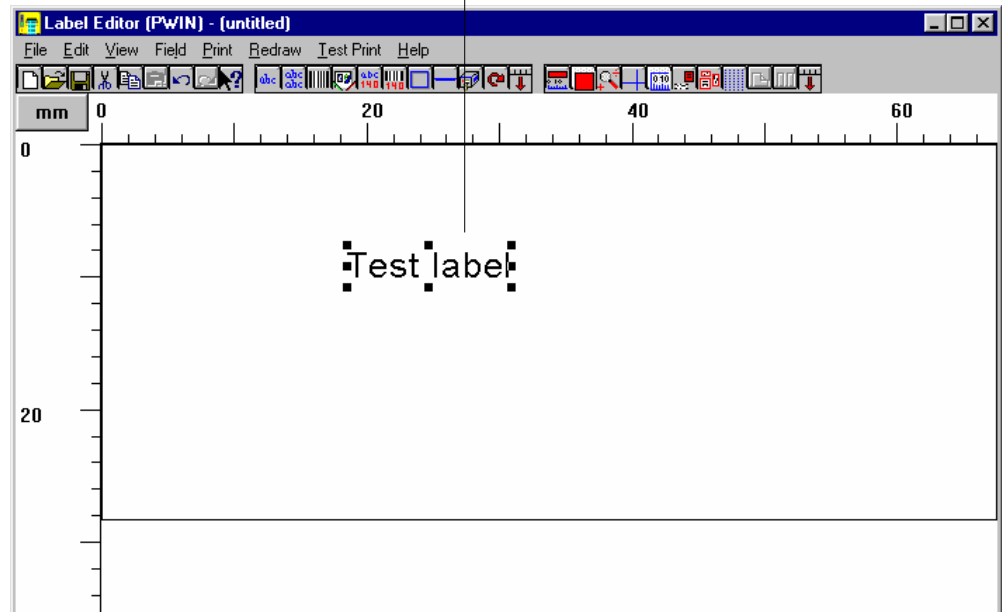


The screenshot shows the 'Text Field' dialog box with the following settings:

- Field**: Name: (empty), Type:  Fixed,  Variable,  From other field,  From database no: (empty),  (disabled), Field name: (empty), Start position: (empty)
- Alignment**:  Left,  Center,  Right
- Format**:  Disable printing,  Inverse,  Fit text into field,  Size in points: 8,  Locked,  Preprinted,  Auto Underline 6 & 9
- Color**: (black)
- Buttons**:
- Content**: Test label

3. From the menus, select the font and font style you want to use.

4. Click on **OK**. You see that LabelCraft has placed the text field on the label. Position the text field by dragging it with the mouse.



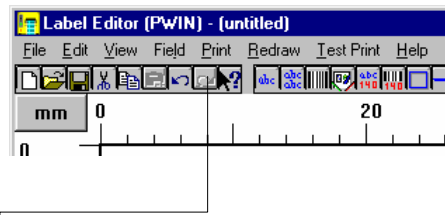
---


### STEP 3: Save the label

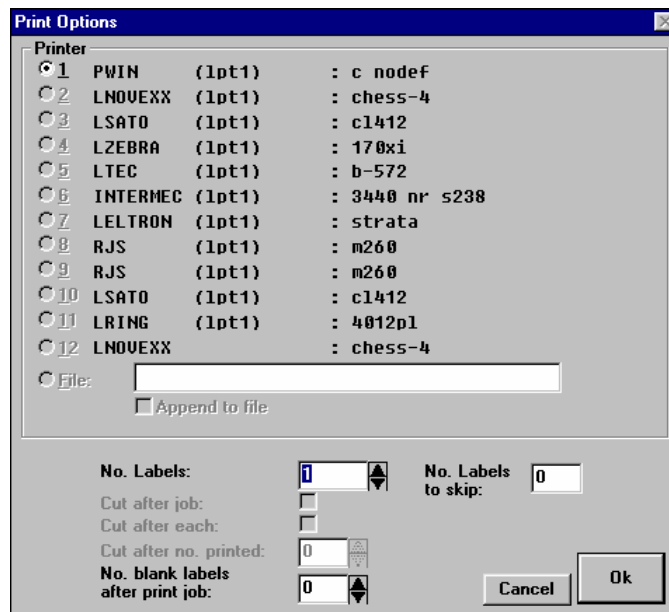
---

1. From the **File menu** choose **Save**. You see the 'Save As' dialog box.
2. Select the drive and directory where you want to save the label if it is different from the LabelCraft directory.
3. In the **Filename** text box give the label a name. The file extension identifying the label file, **.LBL**, is added automatically.
4. Click **OK**. The label is now saved.

## STEP 4: Print the label



1. Click **Print** on the menu-bar or click on the print icon . You will now see the 'Print Options' dialog box.



2. Select the printer you want to use.  
Note! If the format has specified to use PWIN.DRV you will only be able to select a printer with the same driver (PWIN). If you have two printers with the same parameter you will be able to select both printers. Example: Printer 1 are connected to LPT1 and printer 2 are connected to LPT2. When setting No. Labels to be 6. You will be printing 6 labels to each printer automatically.
3. Click **OK** to print the label.

# Field types

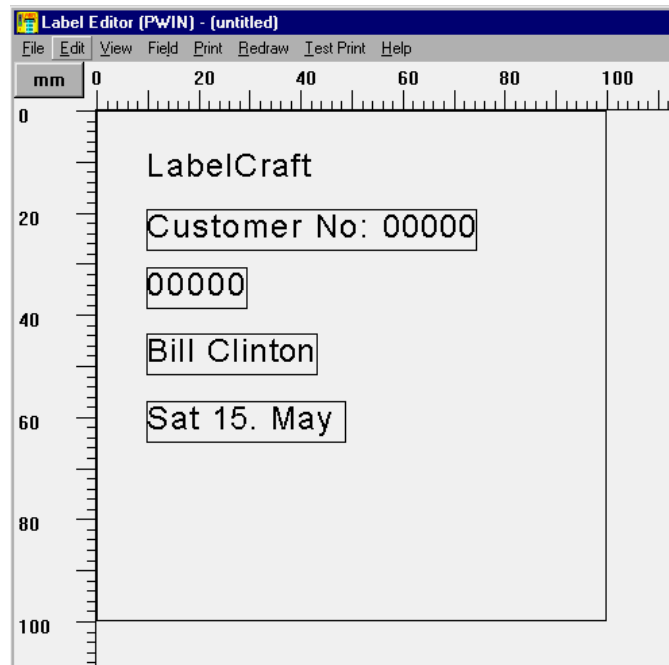
## Single-line text field

abc

The single-line text field contains just one line of text. There are five types of single-line text fields:

- Fixed field
- Variable field
- Field with text from another field
- Field containing special date commands
- Field with text from an external data source
- Field with formula calculations, see LabelCraft / LabelCraft Reference Guide : Formulas

In this example, you will create a label with all the five different types of fields. The finished label will look like this:




## Choosing the label format

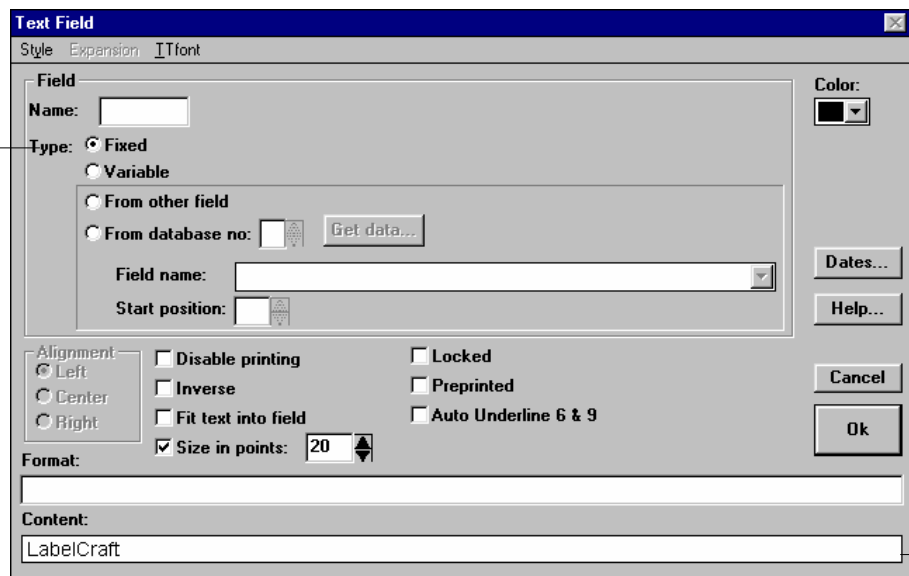
Follow these steps to make sure that everything is set up correctly before you start adding the fields:

1. From the **File menu** choose **New**. You see the 'New Label' dialog box.
2. If you have already defined a label format, click **Open** and select the file.
3. If not, specify the relevant format details. If you need more information, see 'Defining the label format'.
4. Start the ASCII File Server. Make sure that
  - the servername is set to 'LABELSERVER'
  - the topic name is set to 'LABELDATA'
  - the file to read data from is 'TEST.TXT' (this file was copied to the program directory during installation).
5. Minimize the ASCII File Server window.
6. In the 'New Label' dialog box, click **Database info**.
7. Make sure that name and topic for database server 1 is set to 'LabelServer' and 'LabelData'. Click **OK** to close the dialog.
8. Click **OK**. You see a new empty label.

## Adding a fixed field

A fixed field always contains the same information, for example a company name.


1. Click on the **single-line text field icon** , or choose **Text** from the **Field** menu. You see the 'Text Field' dialog box.
2. Type 'LabelCraft' in the **Content** text box.

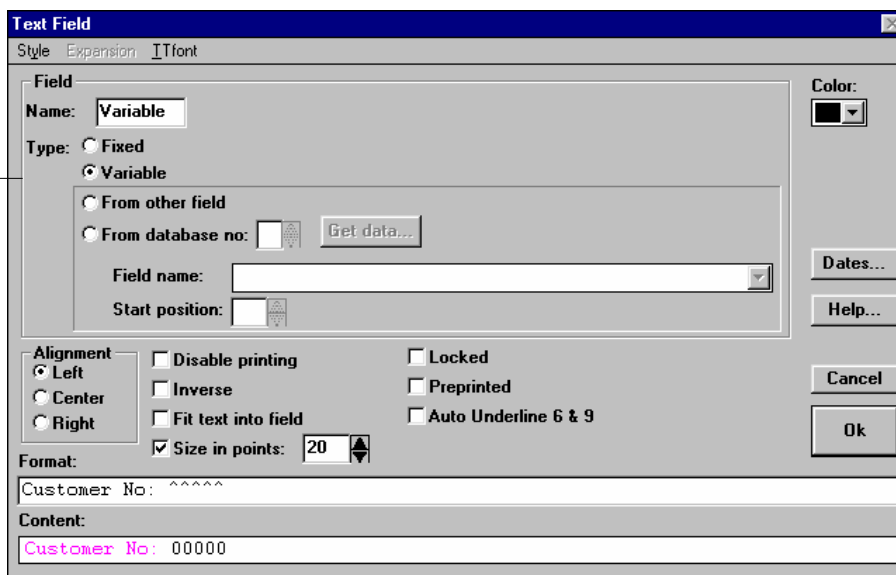


3. Move the cursor to the **Name** text box and write 'Fixed'.
4. Make sure that the **Type** is set to **Fixed**.
5. Click **OK** to add the field to the label.

## Adding a variable field

A variable field lets you specify what text to print each time you print the label.


1. Click on the **single-line text field icon** , or choose **Text** from the **Field** menu. You see the 'Text Field' dialog box.
2. Move the cursor to the **Name** text box and write 'Variable'.
3. Make sure that the **Type** is set to **Variable**.

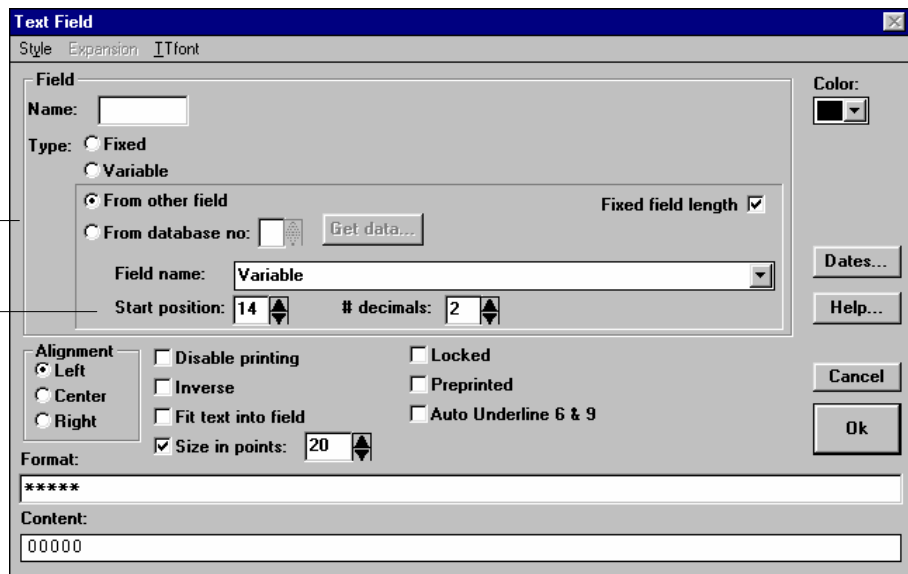


4. In the **Format** text box, type 'Customer no: ^^^^^' (hold down ALT while you type 0094 on the numeric keyboard to generate a '^'). This tells LabelCraft to only accept digits as the customer number.
5. Press the TAB key to move the cursor out of the text box. LabelCraft automatically adds 'Customer no: 00000' to the **Content** text box.
6. Click **OK** to add the field to the label.

## Adding a field with text from another field

This field gets the text from another label field.


1. Click on the **single-line text field icon** , or choose **Text** from the **Field menu**. You see the 'Text Field' dialog box.
2. Make sure that the **Type** is set to **From other field**.



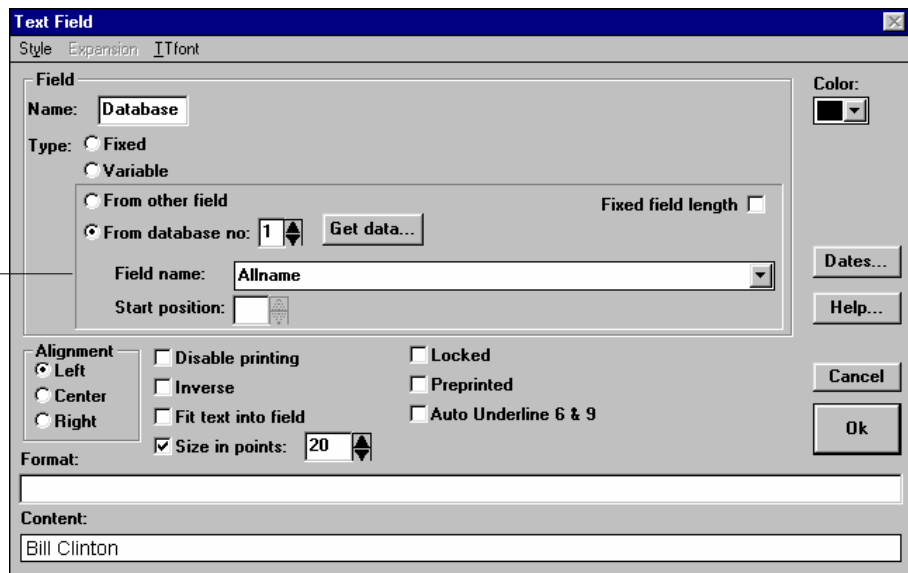
3. From the **Field name** list select **Variable**. The content of this field is automatically added to the **Content** text box.
4. In the **Start position** text box, type '14'. This tells LabelCraft that the first 13 characters from the 'Variable' field are not to be included in this field. In this case, it means that only the customer number is included (not the text 'Customer no:'). Select **Fixed field length** to ensure that LabelCraft uses the start position and the correct no. of \* in the format text box.
5. Click **OK** to add the field to the label.

## Adding a field with text from a database

This field gets the text from an external data source; either the ASCII File Server or the ODBC Server.

1. Click on the **single-line text field icon** , or choose **Text** from the **Field** menu. You see the 'Text Field' dialog box.

2. Set **Type** to **From database no.**. Make sure that you tell LabelCraft to fetch data from database server no. **1**.




3. From the **Field name** list, select **Allname**.

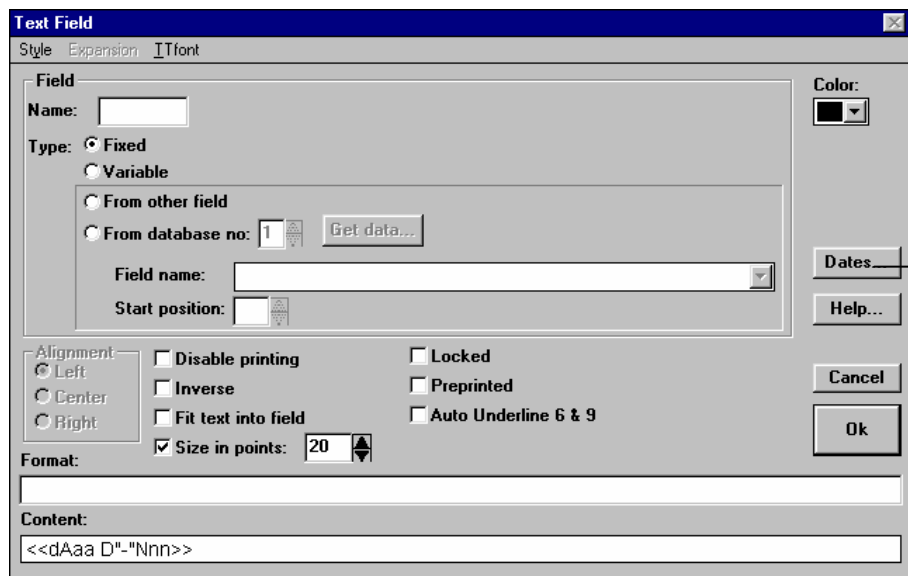
4. Click **Get data**. The ASCII File Server fetches the text from the first line in the data file and places it in the **Content** text box.

5. Click **OK** to add the field to the label.

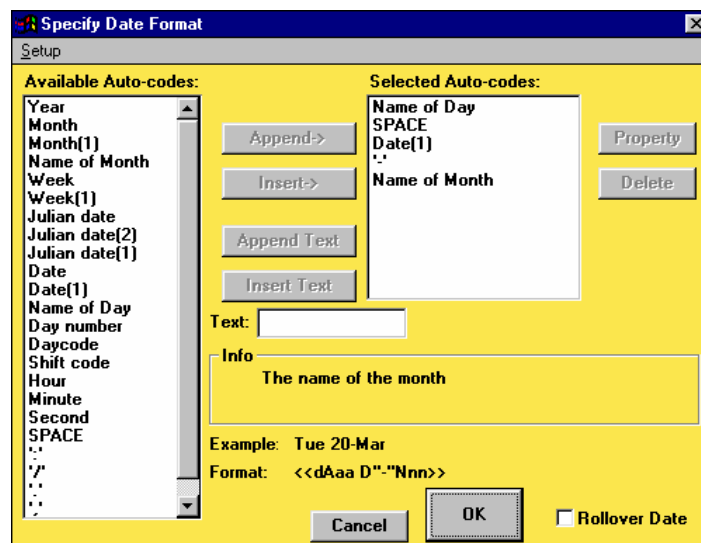
## Adding a field with special date functions

This field gets the text from an own dates menu that is reached by it's own button in the new Text field window.

1. Click on the **single-line text field icon** , or choose **Text** from the **Field** menu. You see the 'Text Field' dialog box.
2. Set **Type** to **Fixed**. Click on button **Dates.....**



3. From the menu, shown below make the selections and click OK.



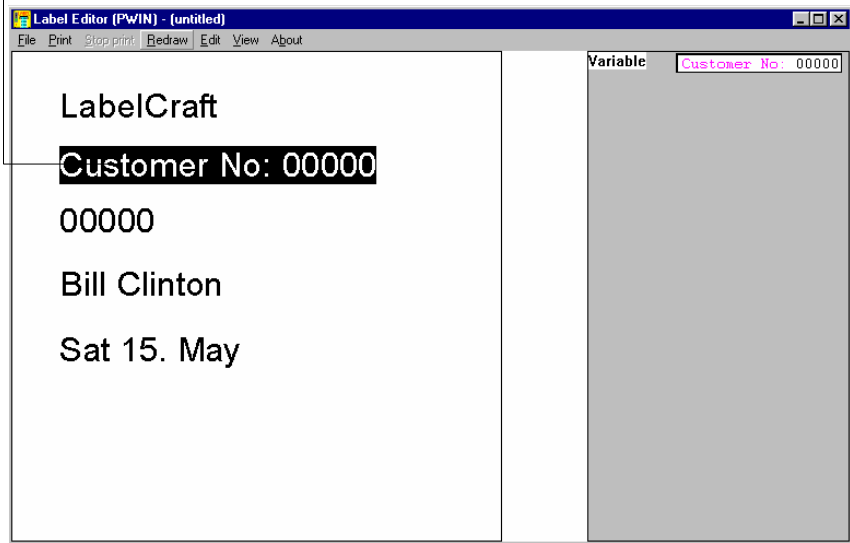
4. To select an auto-code click on it and press button **Append** or **Insert**. This makes the selected auto-code into a chosen one. (PS! You can also double click on a code to select it).
5. Click **OK** to add the auto-code in to the field. Then click **OK** to add the field to the label.

### **Printing the label**

You are now ready to print the label.

1. Click **Print** on the menu-bar.  
Since the label contains one variable text field, you need to specify what this field will contain.

2. The field you work on will be inverted. This is convenient if you have more than one variable field.



3. Type the customer number you want to print, for example '00883'.
4. Click **Print** on the menu-bar. You see the 'Print Options' dialog box.
5. Select printer and click **OK** to print one label.

---

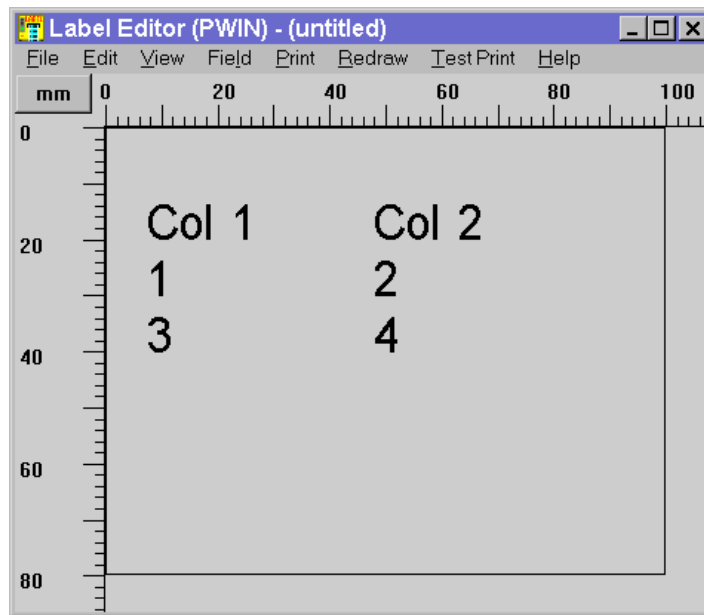
## Multi-line text field


---

abc  
abc  
abc

The multi-line text field can contain several lines of text. This field is very useful for addresses.

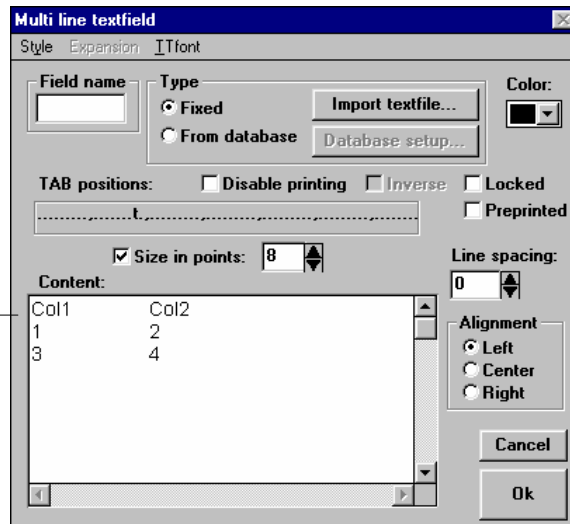
In this example, you want to add a field where tabulators are used to create a table. The finished label will look like this:



1. Create a new empty label by choosing **New** from the **File menu**.
2. Click on the **multi-line text field icon** , or choose **Multi-line Text** from the **Field menu**. You see the 'Multi line textfield' dialog box.
3. Ensure that the **Type** is set to **Fixed**.

4. In the **Content** text box:
  - Write 'Col 1', press **Ctrl+I**, write 'Col 2', press **Enter**
  - Write '1', press **Ctrl+I**, write '2', press **Enter**
  - Write '3', press **Ctrl+I** and write '4'.

NOTE! **Ctrl+I** inserts a tabulator stop.



5. Adjust the tabulator position for column two. You do this by clicking on the dotted line in the box **TAB positions**. A 't' appears to indicate the tabulator. You can remove the tabulator by clicking on the 't'.
6. Click **OK** to add the field to the label.
7. To print the label, click **Print** on the menu-bar. You see the 'Print Options' dialog box.
8. Select printer and click **OK**.

---

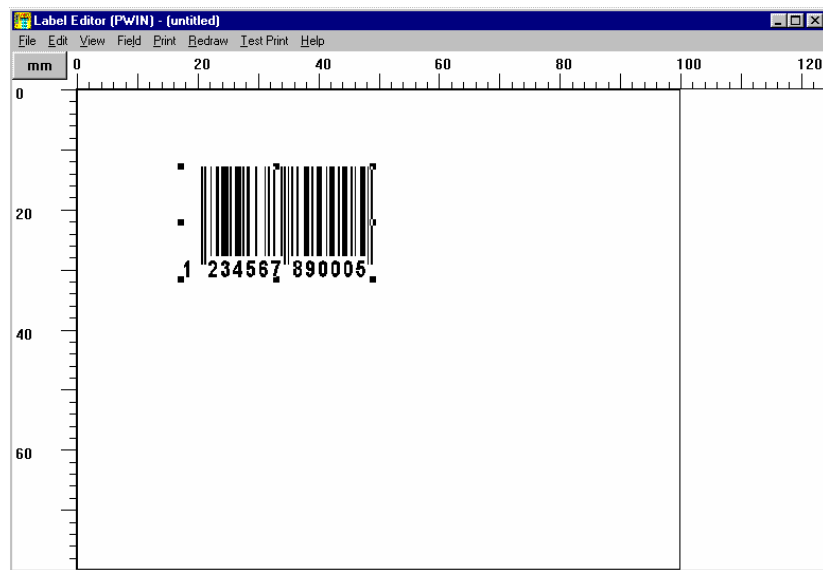
## Barcode field


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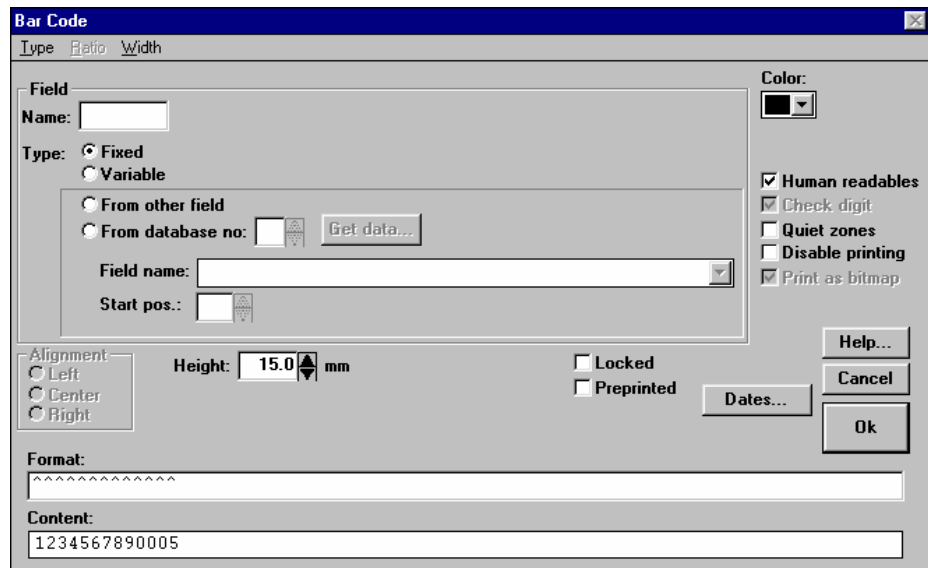
LabelCraft can handle several barcode types. If the printer cannot print the code from its internal code generator, LabelCraft can print the barcode as graphics. This may, however, be slower.

In this example, you will create a label containing one fixed barcode field. The finished label will look like this:



1. Create a new empty label by choosing **New** from the **File menu**.
2. Click on the **barcode field icon** , or choose **Barcode** from the **Field menu**. You see the 'Bar code' dialog box.
3. Ensure that the **Type** is set to **Fixed**.

- From the **Type menu** choose EAN 13. LabelCraft automatically adds 13 '^'-characters in the **Format** text box. This means that the **Content** text box can only accept digits.  
If EAN 13 is shown in Grey (it is not supported by the printer's internal code generator), select **Print as bitmap** before you choose from the menu. This tells LabelCraft to print the barcode as graphics.



- In the **Content** text box, type '123456789'. The last digit is in this case a calculated value, and will in be set to '5'.
- Click **OK** to add the field to the label.
- To print the label, click **Print** on the menu-bar. You see the 'Print Options' dialog box.
- Select printer and click **OK**.

---

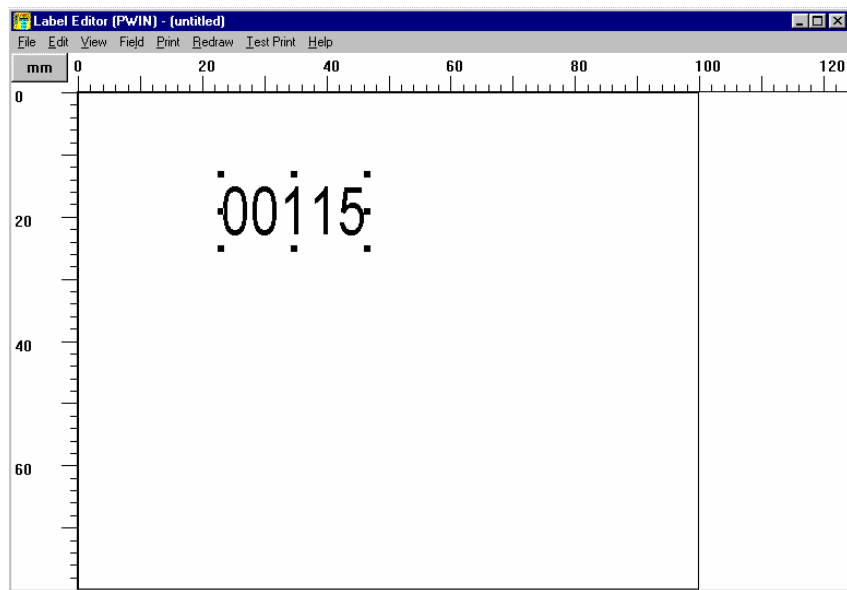
## Autonumbering text field


---

abc  
123

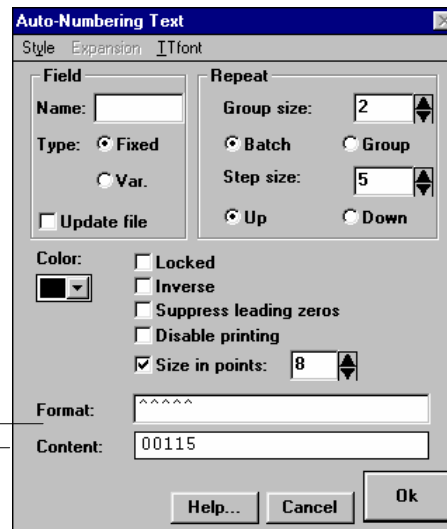
An autonumbering text field is a text field that automatically generates ascending or descending serial numbers when the label is printed.

In this example, you will create a label containing one fixed autonumbering text field. The finished label will look like this:



1. Create a new empty label by choosing **New** from the **File menu**.
2. Click on the **autonum text field icon** , or choose **Autonum text** from the **Field menu**. You see the 'Autonumbering text' dialog box.
3. Ensure that the **Type** is set to **Fixed**.

- In the **Format** text box, type '^ ^ ^ ^ ^ ^' (hold down ALT while you type 0094 on the numeric keyboard).



- In the **Content** text box, type '00115'. This tells LabelCraft to start printing at this number.
- In the **Repeat** box, type '2' in the **Group size** text box and select **Batch**. This tells LabelCraft to print two labels with each number.
- Type '5' in the **Step size** text box and select **Up**. This tells LabelCraft to add 5 to the number each time a new number is generated.
- Click **OK** to add the field to the label.

The 'Auto Num. Info' dialog box that gives you information about sequential numbering may be shown. If so, just click **OK** to close the dialog box.
- To print the label, click **Print** on the menu-bar. You see the 'Print Options' dialog box.
- In the **No. Labels** text box, type '4'.
- Select printer and click **OK**. LabelCraft prints four labels with these numbers: '00115', '00115', '00120' and '00120'.



5. Click **OK** to add the field to the label.
6. To print the label, click **Print** on the menu-bar. You see the 'Print Options' dialog box.
7. In the **No. Labels** text box, type '10'.
8. Select printer and click **OK**. LabelCraft prints ten labels with one barcode each, created from the autonumbering field.

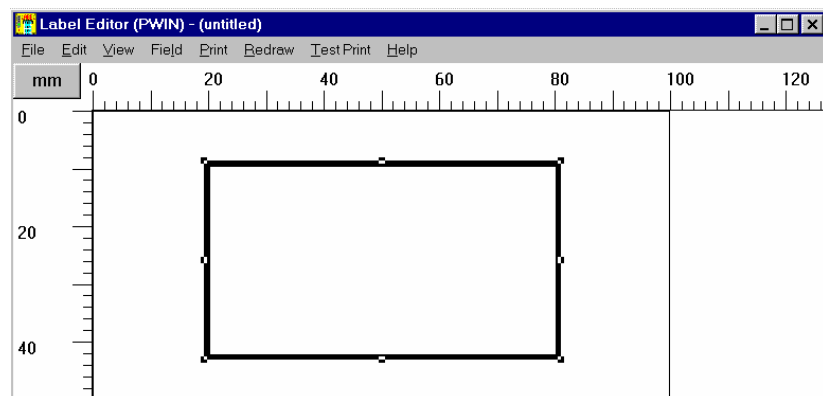
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## Rectangle

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You can draw a rectangle on the label. The rectangle can easily be scaled in all directions. In this example, you will create a label containing one rectangle. The finished label will look like this:



1. Create a new empty label by choosing **New** from the **File menu**.
2. Click on the **rectangle field icon** , or choose **Rectangle** from the **Field menu**. You see the 'Rectangle' dialog box.
3. In this dialog box you can specify the width and height of the rectangle. However, it is quicker to scale the rectangle after you have added it to the label.

4. If you want a different line width than the default width, type it in the **Line width** text box. In the screenshot above, the width is set to 2 mm.
5. Click **OK** to add the rectangle to the label.
6. To scale the rectangle, place the pointer on one of the sizing handles, press the left mouse button and drag to the size you want.
7. To print the label, click **Print** on the menu-bar. You see the 'Print Options' dialog box.
8. Select printer and click **OK**.

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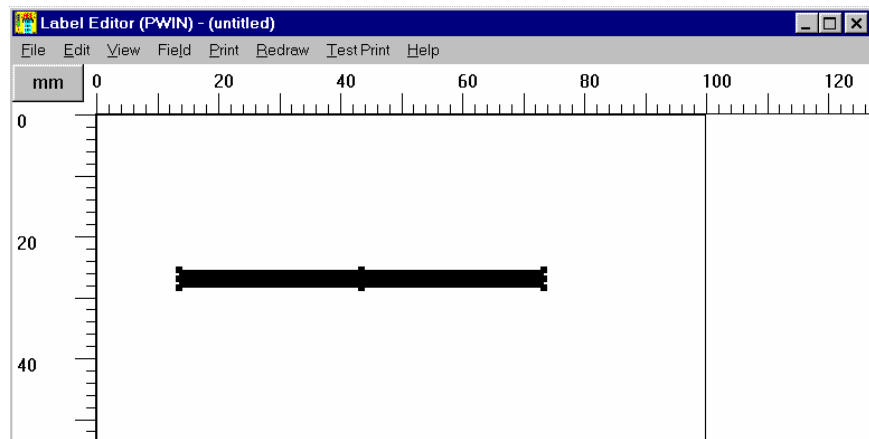
## Line


---



You can draw a vertical or horizontal line on the label. You can easily change the width and length of the line.

In this example, you will create a label containing one line. The finished label will look like this:



1. Create a new empty label by choosing **New** from the **File menu**.
2. Click on the **line field icon** , or choose **Line** from the **Field menu**. You see the 'Line' dialog box.

3. In this dialog box you can specify the width and length of the line. However, it is quicker to scale the line after you have added it to the label.
4. Click **OK** to add the line to the label.
5. To scale the line, place the pointer on one of the sizing handles, press the left mouse button and drag to the size you want.
6. To print the label, click **Print** on the menu-bar. You see the 'Print Options' dialog box.
7. Select printer and click **OK**.

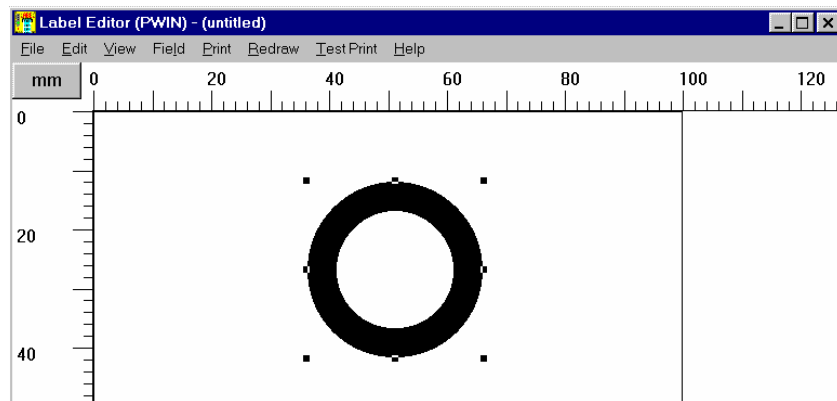
---

## Circle

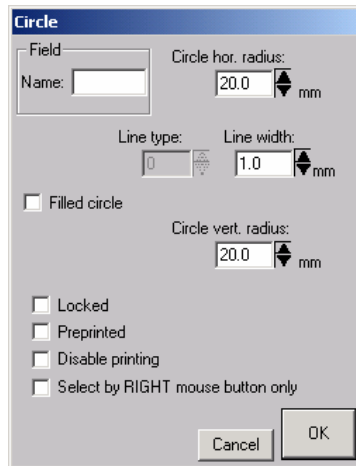
---

You can draw a circle on the label. You can easily change the width and height of the circle (makes it elliptical).

In this example, you will create a label containing one circle. The finished label will look like this:



1. Create a new empty label by choosing **New** from the **File menu**.
2. Choose **Circle** from the **Field menu**. You see the 'Circle' dialog box.



3. In this dialog box you can specify the radius and circle vertical radius. However, it is quicker to scale the Circle after you have added it to the label.
4. Click **OK** to add the circle to the label.
5. To scale the circle, place the pointer on one of the sizing handles, press the left mouse button and drag to the size you want.
6. To print the label, click **Print** on the menu-bar. You see the 'Print Options' dialog box.
7. Select printer and click **OK**.

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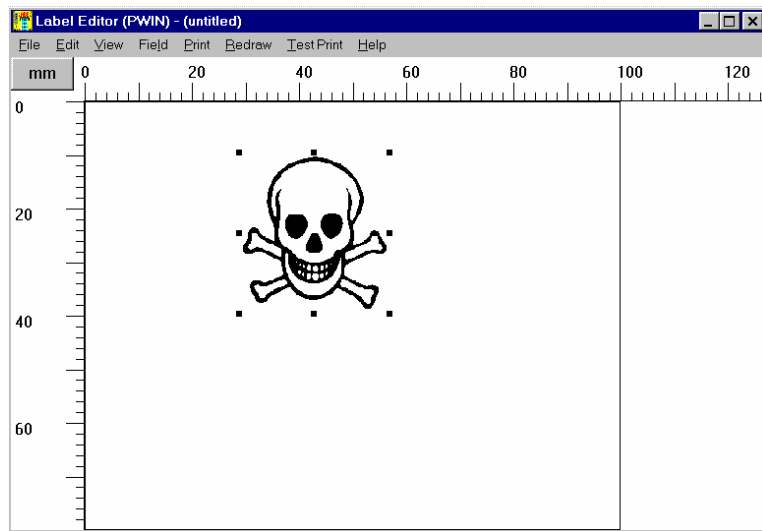
## Imported graphics


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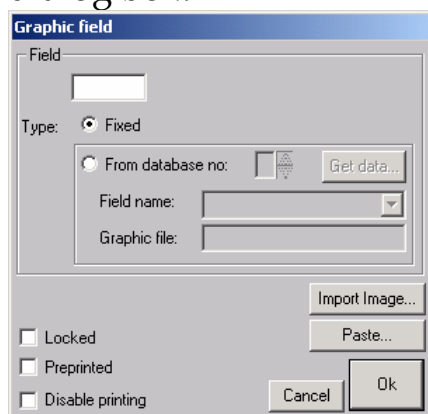


LabelCraft can handle graphics in \*.BMP, \*.PCX, \*.MSP, \*.WMF, \*.JPG, \*.JIF and \*.GIF formats. You can scale graphics to any size.

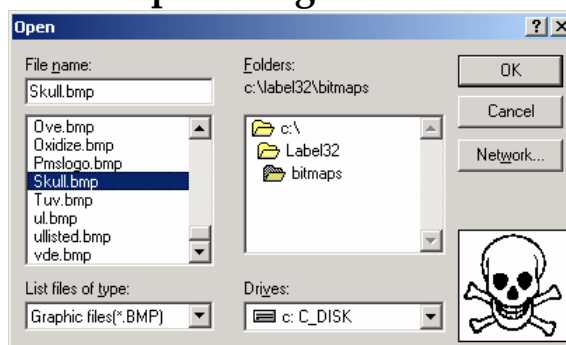
In this example, you will create a label containing one fixed graphic field. The finished label will look like this:



1. Create a new empty label by choosing **New** from the **File** menu.
2. Click on the **graphic field icon** , or choose **Graphic** from the **Field** menu. You see the 'Graphic field' dialog box.



3. Ensure that the **Type** is set to **Fixed**.
4. Click **Import image**. You see the 'Open' dialog box.



5. Select the file 'SKULL.BMP' and press **OK**. This file was copied to the program directory during installation.
6. You will now see a dialog for converting color graphics to dithered image.



You are able to set up the dithering and to add more brightness to the image.

7. Click **OK** to add the image to the label.
8. To scale the image, place the pointer on one of the sizing handles, press the left mouse button and drag to the size you want.



9. To print the label, click **Print** on the menu-bar. You see the 'Print Options' dialog box.
10. Select printer and click **OK**.

## Editing the label fields

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### Select

---

To use most of the field commands on the **Edit menu** (like **Edit**, **Copy** and **Rotate field**) you must first select the field(s) you want to edit. When a field is selected, small squares called sizing handles appear around the field:



#### To select one field

Simply click on the field.

#### To select several fields

Hold down Shift while you click on each field.

or

Hold down the left mouse button to draw a rectangle around the fields you want to select. When you release the button, the fields inside the rectangle are selected.

NOTE! To de-select all fields, just click outside the selected fields with the mouse button.

---

### Move

---

In LabelCraft there are two ways to change a field's position:

#### With the mouse

Position the pointer somewhere inside the field, press the left mouse button and drag while you hold down the button. LabelCraft draws a rectangle to indicate the new position while you drag. Release the button to actually move the field.

#### With the keyboard

Simply use the arrow keys.

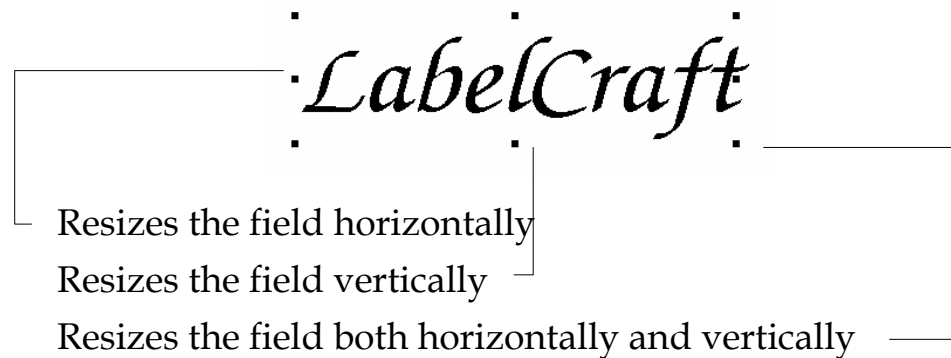
NOTE! If you select more than one field, all selected fields are moved.

---

## Resize

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To resize (scale) a field, first select it, then click on one of the sizing handles, and hold down the left mouse button and drag.



NOTE! It is not possible to manually resize a text field if you have selected **Size in points**.

NOTE! Not all internal printer fonts are scaleable.

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## Change properties

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In LabelCraft there are two ways to change the properties of a field (for example font, text or formatting codes):

1. Double-click inside the field.  
or
2. Select the field and choose **Edit** from the **Edit menu**.

You see the dialog box where you can change the properties.

---

## Align fields

---

You can align fields relative to each other. Once you have selected the fields you want to align, choose **Align** from the **Edit menu** and select the type of alignment:



Align left edges



Align top edges



Align right edges



Align bottom edges

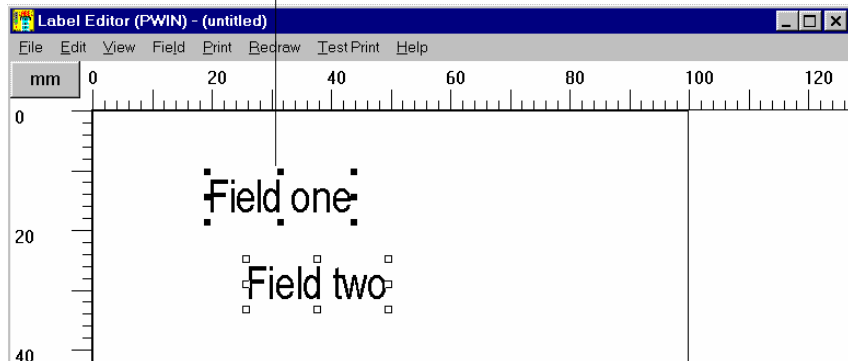


Align horizontal center



Align vertical center

NOTE! All fields are aligned relative to the *last* field you selected. This field has black sizing handles.



---

## Align on Label

---

You can align fields relative to the Label border. Once you have selected the field(s) you want to align, choose **Align on Label** from the **Edit menu** and select the type of alignment:



Align to the left side of the Label



Align to the top of the Label



Align to the right side of the Label



Align to the bottom of the Label



Align to the horizontal center of the label



Align to the vertical center of the label

---

## Delete

---

To delete one or more fields:

1. Select the field(s) you want to delete.
2. Choose **Clear** from the **Edit menu** (or press the **Del** button on the keyboard).

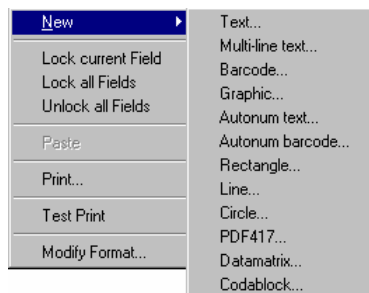
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## Right click menu

---

When you are in the edit window of LabelCraft, you are able to reach shortcuts by right click on your mouse.

If no fields are selected you will be able to do the following features:



- Add a new field to the label
- Lock current field

- Lock all fields on the label
- Unlock all fields on the label
- Paste if you have data on the clipboard
- Print the label
- Test print the label
- Modify the label format

If you have selected a field you will see the following options to be available:



- Copy the selected field(s)
- Paste the selected field(s)
- Cut the selected field(s)
- Rotate field 1°
- Rotate field 90°
- Lock current field
- Lock all fields
- Align fields
- Align fields on label
- Properties (on selected field)
- Unselect All

# Printing labels

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## Test print

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When you have designed a label and want to print just one copy as a test, simply click "**Testprint**" on the menu-bar, press the button "**F2**" on the keyboard or right click in the edit window and select menu option "**Test print**".

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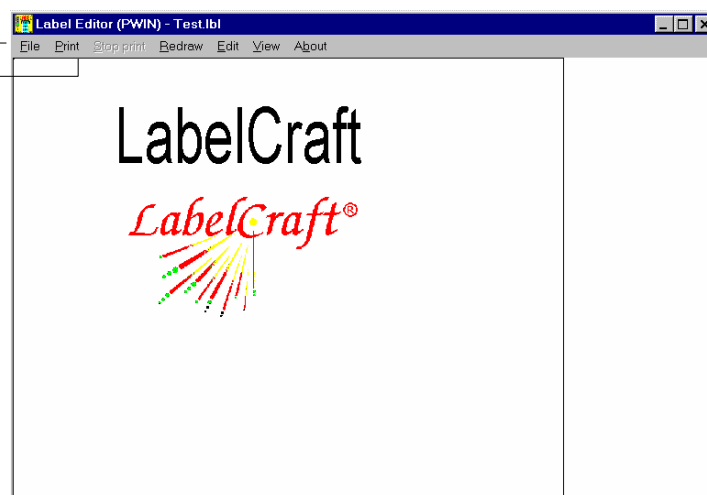
## From the main window

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If you have already designed the label you want to print, you can start printing from the main window (the first window you see when you start LabelCraft). Simply click **Label Printing** to start the print module.

NOTE! If the edit module is password protected and you do not know the password, you *must* choose **Label Printing** in the main window to print labels. Without the password, you cannot start the edit module.

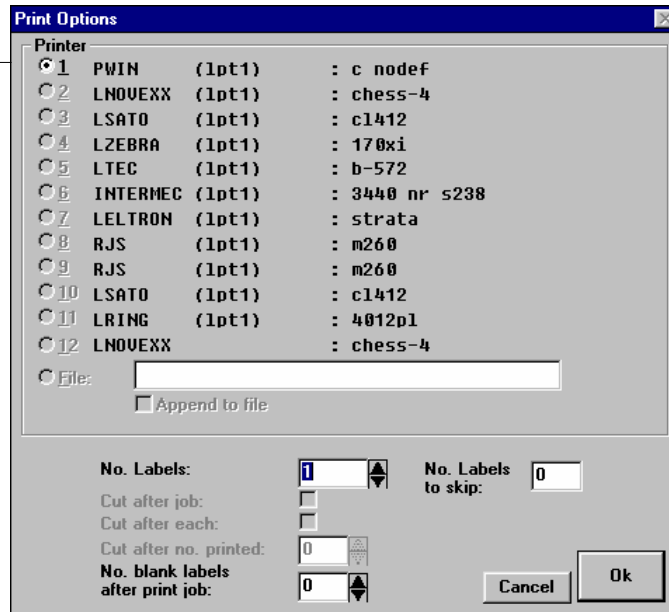
1. Click **File** and **Load** on the menu-bar. You see the 'Open' dialog box.



2. Select the label you want to print and click **OK**.
3. Click **Print** on the menu-bar. You see the 'Print Options' dialog box.



4. Select the printer you want to use. If you want to print to a file, select **File** and type the filename.



5. Specify the number of labels to print in the text box **No. labels**.
6. Click **OK** to start printing.

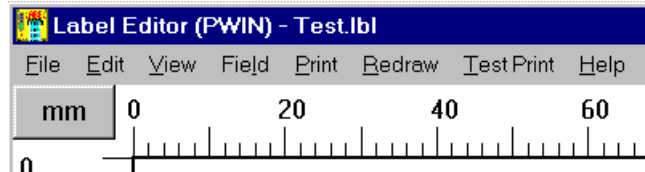
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## From the 'Label Editor' window

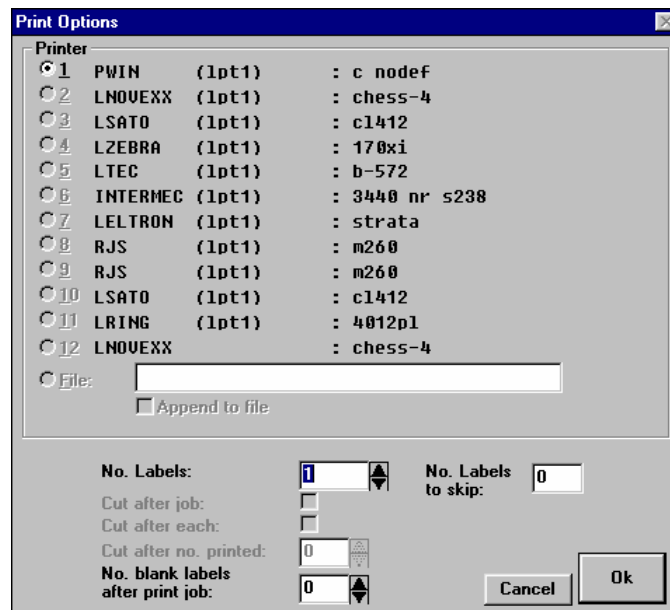
---

To print labels from the 'Label Editor' window:

1. Click **Print** on the menu-bar, short cut key "**Ctrl + P**" or right click in the edit window and select the menu option "**Print...**". You will then see the 'Print Options' dialog box.



2. Select the printer you want to use. If you want to print to a file, select **File** and type the filename.



3. Specify the number of labels to print in the text box **No. labels**.
4. Click **OK** to start printing.

## Using password protection

You can password-protect the edit module to prevent unauthorized users from changing the label designs. All user can still *print* labels, but they will need a password to edit existing labels or create new ones.

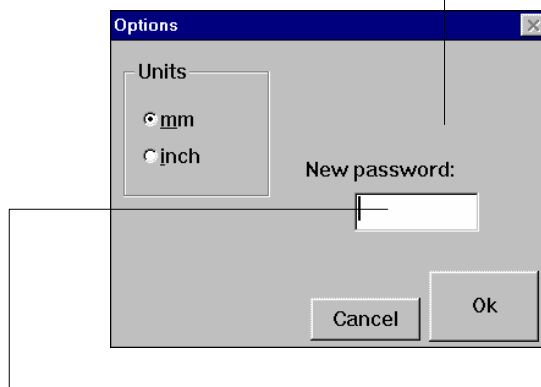
NOTE! Write down the password. There is no way to find it if you forget it.

---

### Add password

---

1. Choose **Options** from the **Edit menu**. You see the 'Options' dialog box.
2. Click **Change password**. You see the **New password** text box in the same dialog box.



3. Type the password.
4. Click **OK**. The password is now active.

---

## Change password

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1. Choose **Options** from the **Edit menu**. You see the 'Options' dialog box.
2. Click Change password.
3. You need to type your current password.
4. Click **OK**. You see the **New password** text box.
5. Type the new password.
6. Click **OK**. The new password is active.

---

## Remove password

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1. Choose **Options** from the **Edit menu**. You see the 'Options' dialog box.
2. Click **Change password**.
3. You need to type your current password.
4. Click **OK**. You see the **New password** text box.
5. Do not type anything in the **New password** box (let it stay empty).
6. Click **OK**. LabelCraft removes the password.

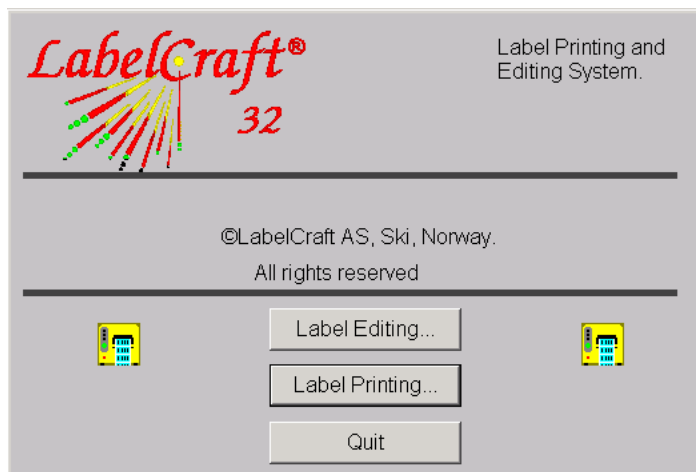
# LabelCraft Reference Guide

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## Main Window

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When you start LabelCraft, you see the main window:



**Label Printing** Press this button to print labels you have already designed.  
For more information, see 'The print module'.

**Label Editing** Press this button to design a new label or edit a label.

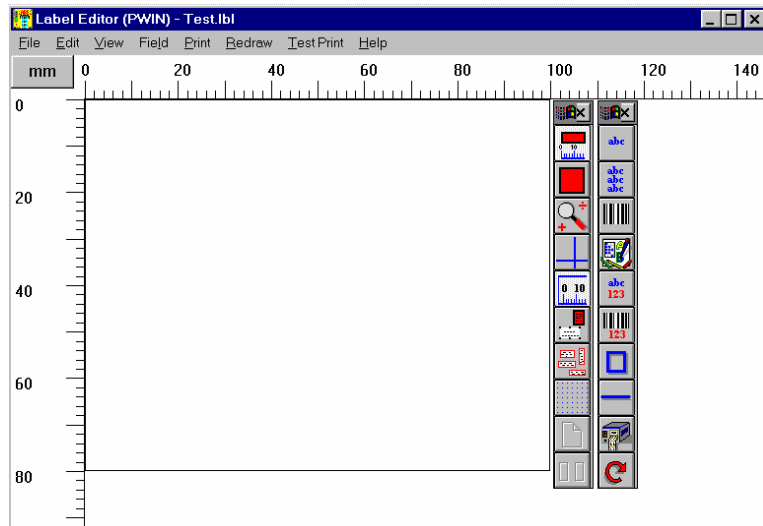
**Quit** Press this button to exit the program.

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## 'Label Editor' window

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You design new labels or edit labels in the 'Label Editor' window:



The various menu options are described below. Some dialog boxes that can be accessed through several of the menu options are described at the end of the chapter.

### File | New

Use this menu option to create a new label.

When you choose File | New, you first see the 'New label' dialog box where you define the label format. For more information, see 'File | Modify Format'. When you have defined the format, you are ready start to design the label.

## File | Open: 'Open' dialog box

Use this menu option to open a previously saved label. You can use **Ctrl+O** as a shortcut.

When you choose File | Open, you see the 'Open' dialog box.

File name	Type the name of the label file you want to open.
Directories	Select the directory where the label file is located if it is different from the LabelCraft directory.
List files of type	LabelCraft lists only files with the selected file extension. By default, only files with the extension .LBL are listed.
Drives	Select the drive where the label file is located.
Network...	The Network button can be used when the file is located on a network drive, which has not yet been defined as a logical drive.

## File | Save

Use this menu option to save the label to a file. You can use **Ctrl+S** as a shortcut.

When you choose File | Save, the label is saved to the currently open file. If the file name is not yet specified, you see the 'Save As' dialog box. This dialog box is described below.

## File | Save As: 'Save As' dialog box

Use this menu option to save the label to a new file.

When you choose File | Save as, you see the 'Save As' dialog box.

File name	Give the label file a name.
Directories	Select the directory where you want to save the label file if it is different from the LabelCraft directory.

List files of

type

LabelCraft lists only files with the selected file extension. By default, only files with the extension .LBL are listed.

Drives

Select the drive where you want to save the label file.

Network...

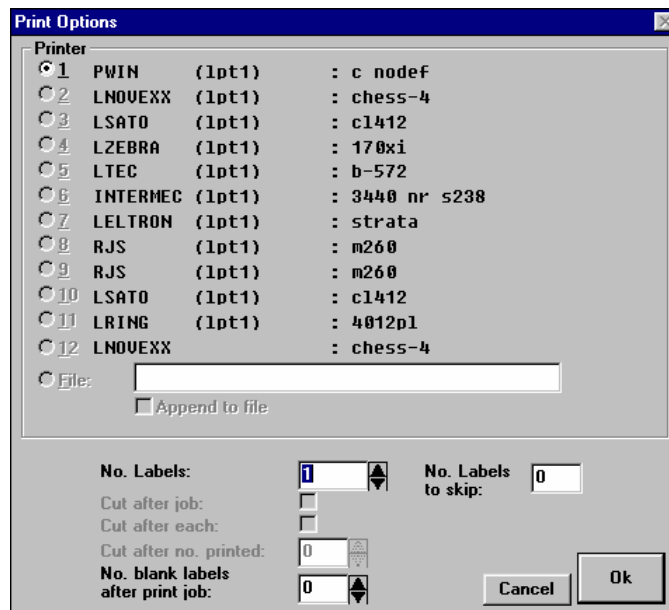
The Network button can be used when the file is located on a network drive, which has not yet been defined as a logical drive.

### File | Print: 'Print Options' dialog box



Use this menu option to print the label. You can use **Ctrl+P** as a shortcut.

When you choose File | Print, you will see the 'Print Options' dialog box:



Printer

Select the printer you want to use if more than one printer is connected to the computer. If you have two identical printers

The printers must be configured by the setup software. For more information, see 'The setup module'.

Sub printer

- number Specify the sub printer number. This text box is only available if the printer has a multi-drop function.
- File If you want to send the label to a file instead of the printer, select File. Type the name of the file in the text box.
- Append to file Select this box to append the label to an existing file. If not, the file is overwritten. This option has no effect if the file does not already exist.
- No. Labels Specify the number of labels to print.
- Cut after job Select this option to automatically cut the paper after the print job is finished.  
**NOTE!** This will only work for some Thermal Transfer printers with a cutter installed.
- Cut after each Select this option to cut after each printed label.  
**NOTE!** This will only work for some Thermal Transfer printers with a cutter installed.
- Cut after no. printed If you want the paper to be cut after a specified number of labels are printed, type this number here.  
**NOTE!** This will only work for some Thermal Transfer printers with a cutter installed.
- No. blank labels after print job Specify the number of blank labels to be included after the print job is finished.

### **File | Stop Print**

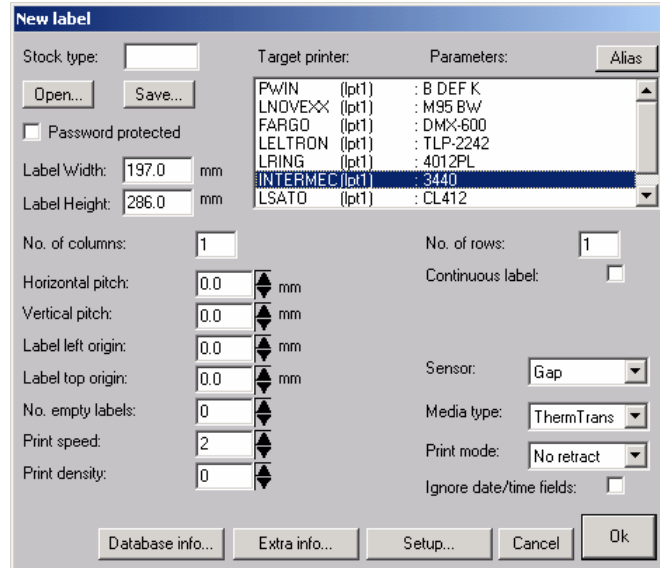
Use this menu option to stop the print job.

**NOTE!** This command will only be supported on printer models that allows this function.

## File | Modify Format: 'New label' dialog box

Use this menu option to change the label format.

When you choose File | Modify Format, you see the 'New label' dialog box:



**NOTE!** The options shown in the right part of the dialog box depends on the selected printer. When PWIN is selected, no special options are available.

- |                    |  |
|--------------------|--|
| Stock type         | In this text box you type the label format's file name.  |
| Open...            | Press this button to open a format file. You see the 'Open' dialog box. Select the file you want to open and click OK.   |
| Save...            | Press this button to save the format.<br><br>If no file name is specified in the Stock type text box, you see the dialog box 'Save As'. Type the file name and press OK.   |
| Alias              | Press this button to show an Alias for the printer. To add a printer alias you must select the button "Setup" and add an alias there by pressing the button "Alias" and add the Alias into the corresponding text box. |
| Password protected | This function will enable password protection on the current label. Whenever you are to print or edit this label you must enter the password that has been set in the 'Edit  |

| **Options'**. If no password has been added this function will not work.

**Target printer** Select the printer you want to use. This can be overridden in the 'Print Options' dialog box if you have more than one printer of the same brand.

**NOTE!** If you select a printer while the Label Height and Label Width text boxes are empty, LabelCraft uses the page format to calculate the maximum width and height of the label. The result is added to the Label Height and Label Width text boxes.

**Label Width** Type the width of the label.

**Label Height** Type the height of the label.

**No. of**

**columns** Type the number of label columns.

**No. of rows** Type the number of label rows.

**Horizont.**

**pitch** If you want a horizontal gap between labels, type the gap plus the label width in this text box.

**Vertical pitch** If you want a vertical gap between labels, type the gap plus the label height in this text box.

**Label left**

**origin** If you want a gap from the left edge of the page to the left side of the first label column, type the gap in this text box.

**Label top**

**origin** If you want a gap from the top edge of the page to the top of the first label row, type the gap in this text box.

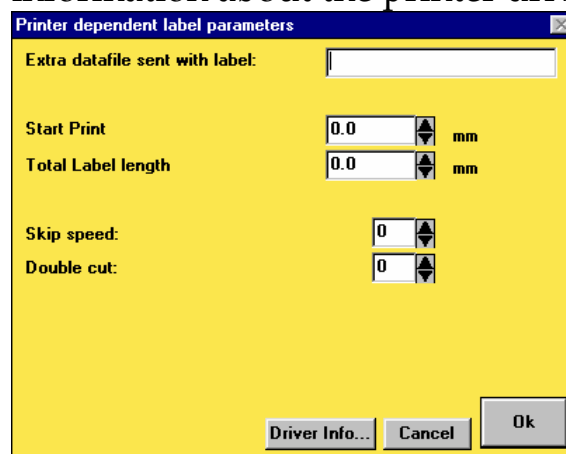
**No. empty**

**labels** Specify the number of labels to skip on the first page. This allows re-use of partial sheets of labels.

**Print speed** Specify the print speed. This will only work on printers that support software temperature and speed settings.

**Continuous**

- label This function will be shown when the printer support the usage of continuous label material.
- Sensor This function will be shown when the printer support software setting of sensor type to be using.  
**NOTE!** On some printer brands the usage of wrong sensor will stop the printer from functioning. It is very important to know what sensor your printer will support.
- Media type This function will be shown when the printer support the usage of different medias (Thermo Transfer- or Thermo-labels).
- Print mode This function will be shown when the printer support different print modes (Retract, No retract. Tear off, Rewind,...).
- Ignore date/time fields Select this option to ignore date/time fields coming from the PC and treat these fields like normal text. This can speed up the printing.
- Database info... Click this button to specify database information. For more information, see 'Label database information'.
- Extra info... Click this button to activate the 'Printer dependent label parameters' dialog box. This dialog box contains important information about the printer driver setup.



For Driver Info click on the button '**Driver Info...**'.

Setup... Click this button to configure the printer(s). For more information, see 'The setup module'.

### File | Change Label Name

Use this menu option to change the label name without saving.

### File | Make all fields fixed

Use this menu option to make all database fields fixed. This will not change the field format from Variable to Fixed on non database fields.

### File | Setup

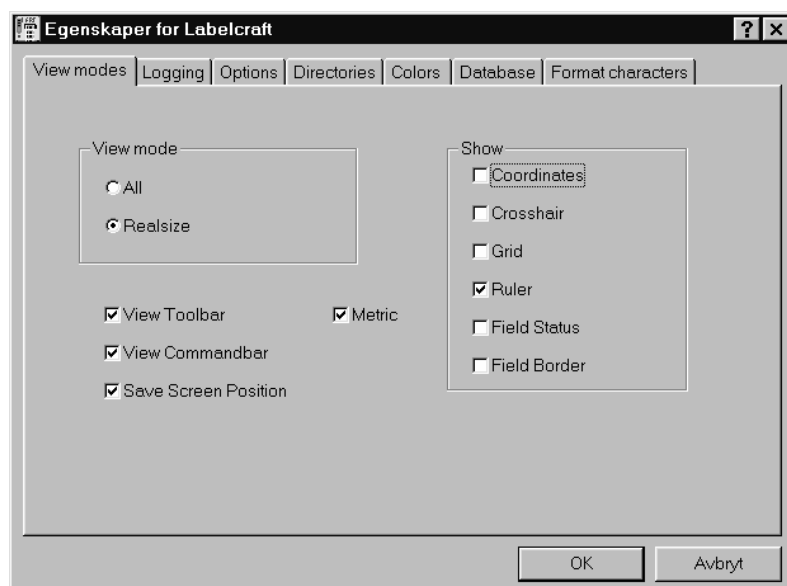
Use this menu to modify LabelCraft view and LabelCraft options.

When you choose File | Setup , you see a dialog box where you can change the settings of LabelCraft.

---

### File | Setup ... View modes

---



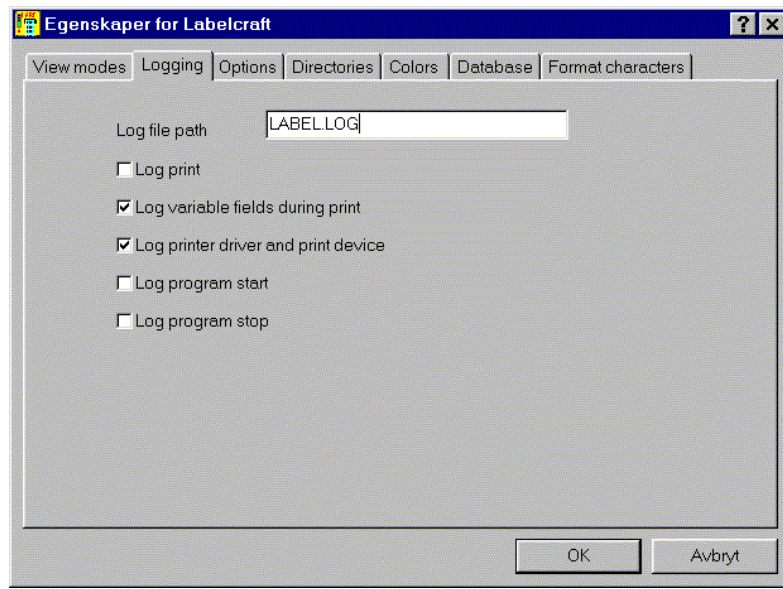
For the view modes please see the explanations under view  
| ???  
for a more detailed description.

---

## File | Setup ... Logging

---

Selecting the tab marked Logging you will see following dialog box.



- Log file path** In this text box you enter the name of the log file, by default this is placed in the same catalog as the program.
- Log print** If you want a vertical gap between labels, type the gap plus the label height in this text box.
- Log variable fields during print** This function activates the logging of data that has been entered into variable field when printing.
- Log printer driver and printer device** This function log what printer driver and what printer device is used when printing a label.
- Log prog. start** This function makes a log entry whenever you start the program.

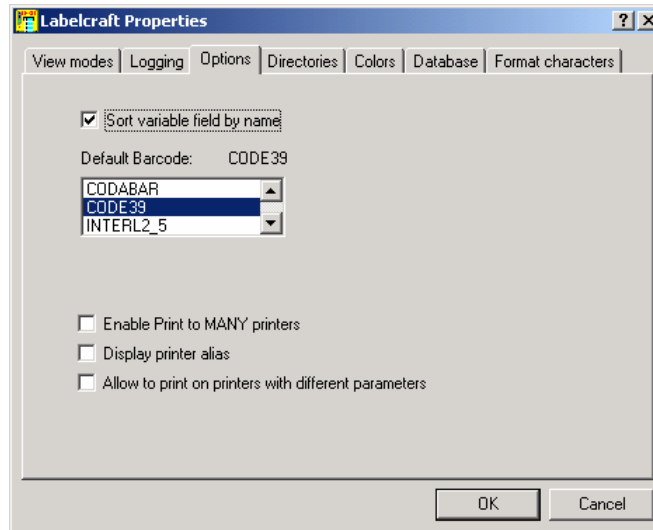
Log prog stop This function makes a log entry whenever you make a controlled stop of the program.

---

## File | Setup ... Options

---

Selecting the tab marked Options you will see following dialog box.



### Sort variable

field by name Selecting this option enable the sorting of variable fields, based on the field names, when printing a label. The sort is done alphanumerical. Example 'Field1', Field2' and 'Field3' will be view in this order.

### Default

Barcode By selecting a barcode you are setting up the default barcode that you will open whenever you adding a new barcode on the label.

### Activate

spooler Selecting this option will enable the usage of Windows printer spooler. This will result in faster printing from LabelCraft. This function will only be shown in Windows 95/98 and Me

**NOTE! If you are printing on a network controlled printer (a shared printer or where the spool queue are**

**controlled by another unit) this function must be disabled!!!!**

Enable print

Print to many

Printers This function will enable you to print to more than one printer with the same parameters in the driver setup.

Display

Printer alias This function will display the printer alias in the dialog boxes “ New label” and in the “Print modul”. To use Alias see “**File | New label**”

Allow to print

On printers with

Different

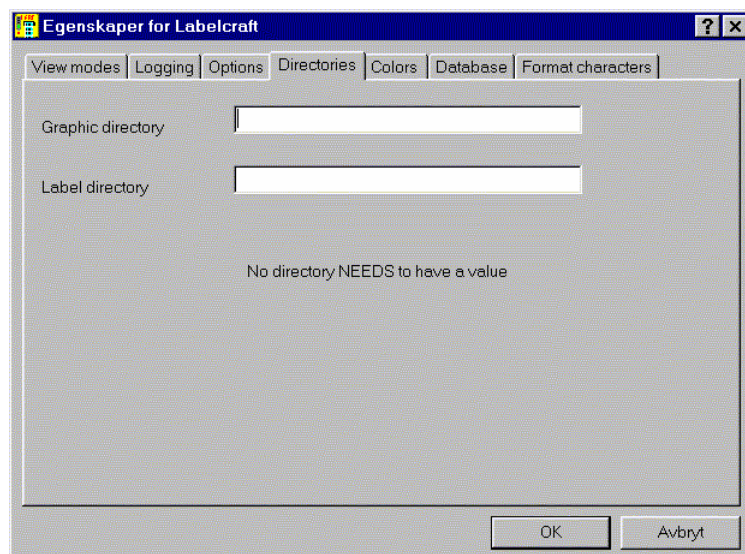
parameters This function will in addition to the function “ Allow to print to more than one printer” allow the user to print to printers in the same family, but with different parameters.

---

## File | Setup ... Directories

---

Selecting the tab marked Directories you will see following dialog box.



## Graphic

directory Enables the user the specify his own directory for graphic

## Label

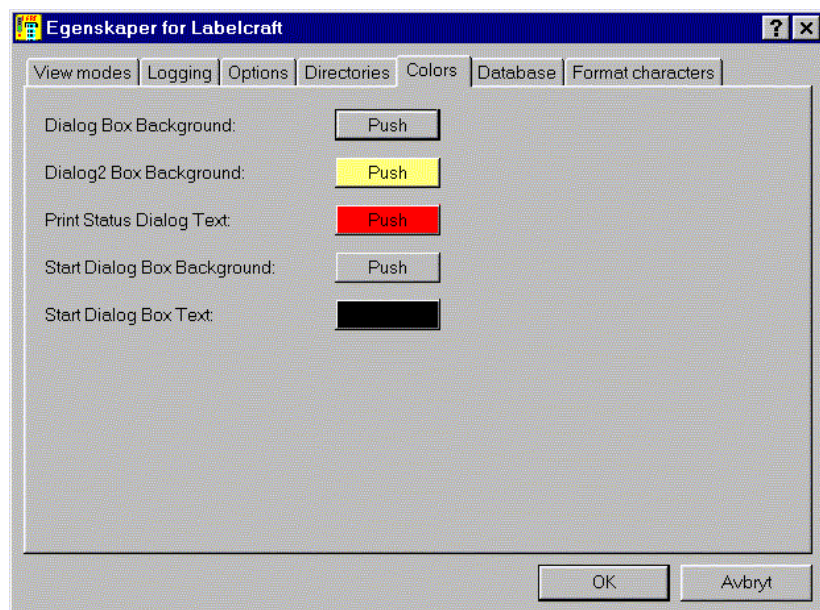
directory Enables the user the specify his own directory for labels.

---

## File | Setup ... Colors

---

Selecting the tab marked Colors you will see following dialog box.



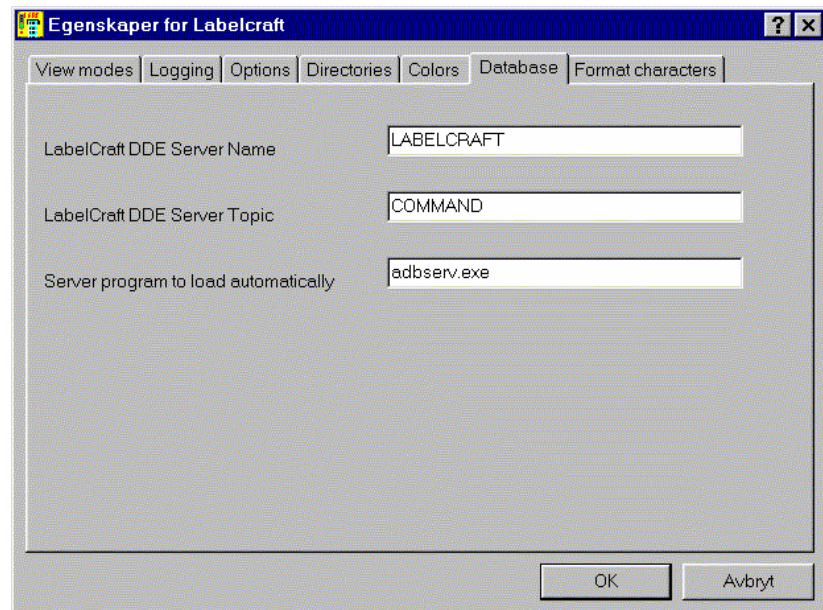
This dialog box enable users to change the appearance of the program when it comes to use other colors in the dialog boxes.

---

## File | Setup ... Database

---

Selecting the tab marked Database you will see following dialog box.



LabelCraft  
DDE Server

Name This changes the DDE name pipe for LabelCraft.

**NOTE! Any Changes here will result in that the programs ADBSERV.EXE and ODBC SERV.EXE will not be able to connect to the LabelCraft program.**

LabelCraft  
DDE Server

Topic This changes the DDE topic name pipe for LabelCraft.

**NOTE! Any Changes here will result in that the programs ADBSERV.EXE and ODBC SERV.EXE will not be able to connect to the LabelCraft program.**

Server  
program to be  
loaded

automatically By entering a program name and path LabelCraft will start this program when you are setting a field to be receiving data from a database if such program is not yet started.

**NOTE! If you are using another database / program and a DLL supplied by LabelCraft**

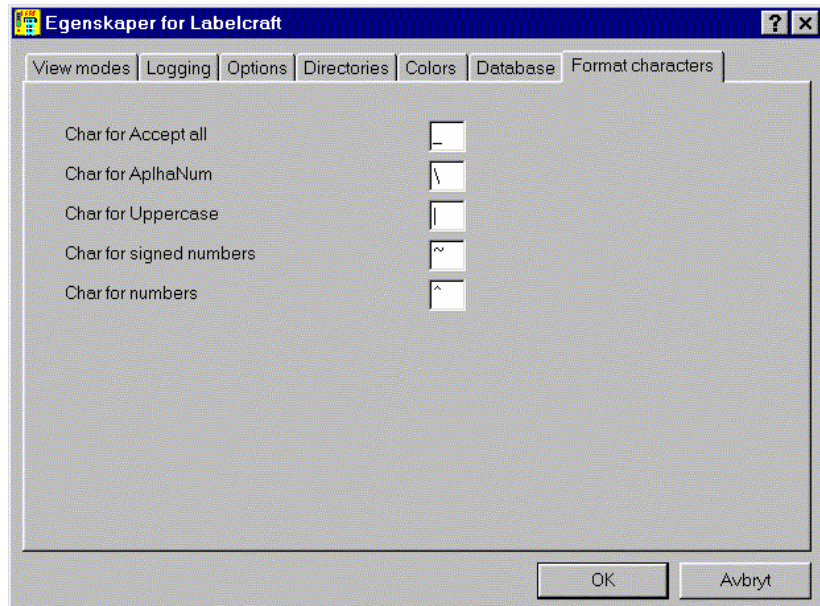
**(LABELIO.DLL/LABIO32.DLL) this text box should be left open.**

---

## File | Setup ... Format characters

---

Selecting the tab marked Format characters you will see following dialog box.

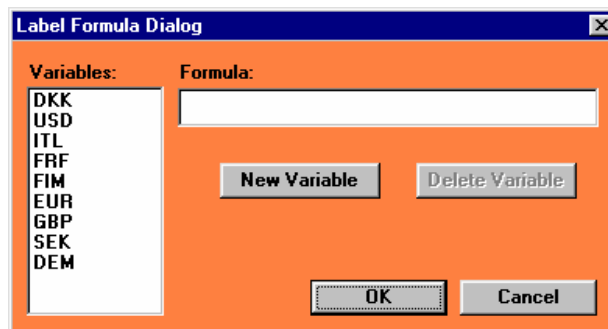


This dialog box enables the user to change the default format characters in LabelCraft.

## File | Formula Setup

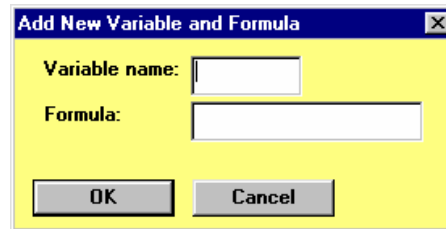
This menu options allows the user to modify the formula factors that are used in formulas.

When you choose File | Formula Setup you see the following dialog box:



When you select a variable you will see the formula in the text box. If you want to modify this formula then change the content and press the button "OK".

To add a new variable press the button "New Variable". You will now see a new dialog box:



Enter the variable name in the Variable Name text box and the Formula in the Formula text box. Press the button "OK" to save the new variable.

Formulas are enabled to handle formulas and calculations based on addition, subtraction, multiplication and division.

Formulas are used in the Single line fields when using the option from other fields. See the section "Formulas"

### **File | Redraw**

Use this menu option to refresh the 'Label Editor' window. You can use **F10** as a shortcut.

### **File | Test Print**

Use this menu option to print just one label as a test. You can use **F2** as a shortcut.

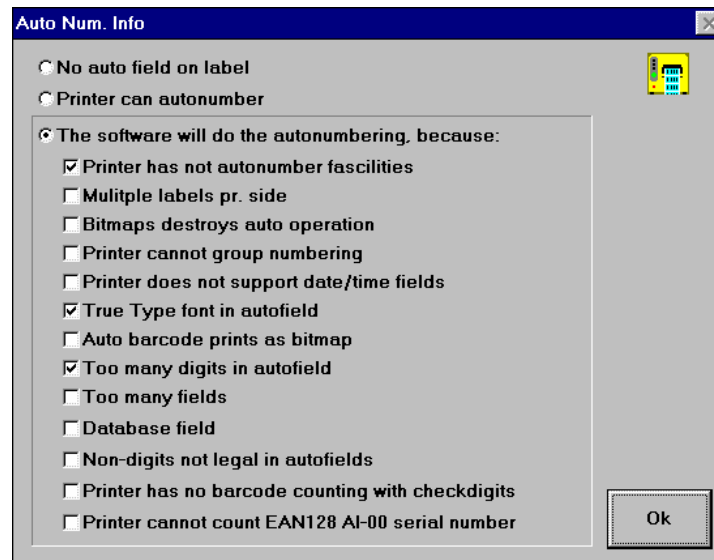


You can also click the print icon with the *right* mouse button to print a test label or right click in the editor window and select "Test print".

### **File | Auto Num. Info: 'Auto Num. Info' dialog box**

Use this menu option to display printer status about the autonumbering fields on the label.


When you choose File | Autonum info, you see the 'Auto Num. Info' dialog box:




### File | Exit

Choose this menu option to exit LabelCraft.

### Edit | Undo

Use this menu option to undo the last operations. You can use **Ctrl+Z** as a shortcut or the icon .

### Edit | Redo

Use this menu option to redo the last operations. You can use **Ctrl+Y** as a shortcut or the icon .

### Edit | Edit

Use this menu option to edit the selected field. You can use **Ctrl+R** as a shortcut.

When you choose Edit | Edit, you see a dialog box where you can change various field properties like font, text or

formatting codes. The layout of the dialog box depends on the type of field (text, rectangle, line etc.).

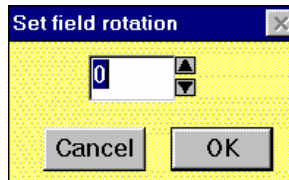
### **Edit | Rotate field 1°: 'Set field rotation' dialog box**

Use this menu option to rotate the selected field in 1-degree steps. You can use **Ctrl+M** as a shortcut.



NOTE! You can also click the **rotate icon** with the *right* mouse button to activate this command.

When you choose Edit | Rotate field 1°, you see the 'Set field rotation' dialog box:



In this dialog box you specify the number of degrees you want to rotate the field. The rotation is always done clockwise.

NOTE! You are only able to rotate TT-Font text fields and Bitmaps in this function.

### **Edit | Rotate field 90°**



Use this menu option to rotate the selected field 90 degrees. You can use **Ctrl+T** as a shortcut.

The rotation is always done clockwise.

### **Edit | Rotate label 90°**

Use this menu option to rotate the whole label 90 degrees. You can use **Ctrl+A** as a shortcut.

The rotation is always done clockwise.

### **Edit | Flip label**

Use this menu option to flip the whole label (rotate it 180 degrees). You can use **Ctrl+U** as a shortcut.

### **Edit | Rotate ALL Fields**

Use this menu option to rotate all fields on the label 90 degrees. The rotation is always done clockwise.

### **Edit | Align**

Use this menu option to align fields relative to each other. When you choose Edit | Align, you see this sub-menu:



Align left edges



Align top edges



Align right edges



Align bottom edges



Align horizontal center



Align vertical center

NOTE! All fields are aligned relative to the *last* field you selected. This field has black sizing handles.

### **Edit | Align on Label**

Use this menu option to align the selected fields relative to the label borders.

When you choose Edit | Align on Label, you see this sub-menu:



Align to the left side border of the label



Align to the top border of the label



Align to the right side border of the label



Align to the bottom of the label



Align to the horizontal center of the label



Align to the vertical center of the label

### **Edit | Cut**

Use this menu option to cut the selected field and put it on the clipboard. You can use **Ctrl+X** as a shortcut.

NOTE! Only LabelCraft are able to use the data that is put into the clipboard.

### **Edit | Copy**

Use this menu option to copy the selected field to the clipboard. You can use **Ctrl+C** as a shortcut.

NOTE! Only LabelCraft are able to use the data that is put into the clipboard.

### **Edit | Paste**

Use this menu option to paste the content from the clipboard. You can use **Ctrl+V** as a shortcut.

NOTE! Only LabelCraft are able to use the data that is put into the clipboard.

### **Edit | Clear**

Use this menu option to delete the selected field. You can use **Del** key on the keyboard as a shortcut.

### **Edit | Copy Label**

Use this menu option to copy the whole label to the clipboard. You can use **Ctrl+Q** as a shortcut. The label will then be available as a bitmap for other program like MS Word.

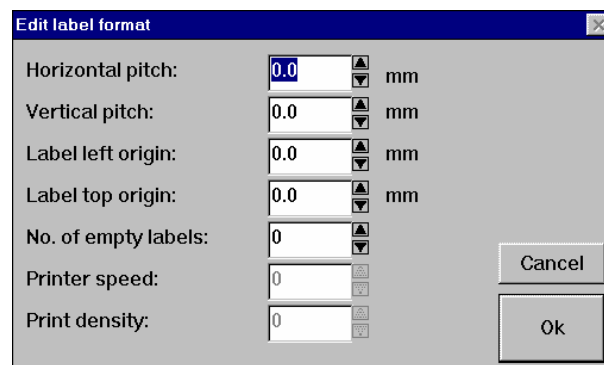
### **Edit | Copy Label, no frame**

Use this menu option to copy the whole label to the clipboard. The label will then be available as a bitmap for other program like MS Word. With this function no frame borders will be added to the bitmap image.

### **Edit | Change Format: 'Edit label format' dialog box**

Use this menu option to edit the label format.

When you choose Edit | Change Format, you see the 'Edit label format' dialog box:



Horizontal  
pitch

If you want a horizontal gap between labels, type the gap *plus* the label width in this text box.

Vertical pitch	If you want a vertical gap between labels, type the gap <i>plus</i> the label height in this text box.
Label left origin	If you want a gap from the left edge of the page to the left side of the first label column, type the gap in this text box.
Label top origin	If you want a gap from the top edge of the page to the top of the first label row, type the gap in this text box.
No. empty labels	Specify the number of labels to skip on the first page. This allows re-use of partial sheets of labels.
Print speed	Specify the print speed. This will only work on printers that support software temperature and speed settings.
Print density	Specify the print density. This will only work on printers that support software temperature and speed settings.

### **Edit | Lock current Field**

Use this menu option to lock the current field for further editing. This field will now be disabled to further modifications. If this field is a database field, variable or linked to another field it will still be updated when printing.

To confirm which of the fields that have been locked go into menu option '**View | Show Fieldborders**'. The locked fields will be shown with a red border.

### **Edit | Lock All Fields**

Use this menu option to lock all fields on the label for further editing. These fields will now be disabled to further modifications. If these fields are database fields, variable or linked to another field they will still be updated when printing.

To confirm which of the fields that have been locked go into menu option '**View | Show Fieldborders**'. The locked fields will be shown with a red border.

### **Edit | Unlock All Fields**

Use this menu option to unlock all fields on the label for editing. These fields will now be enabled to further modifications.

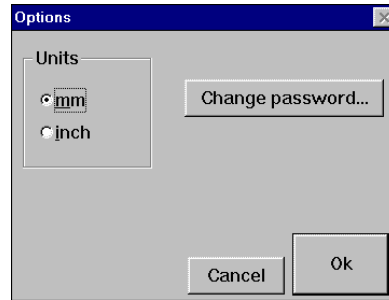
If you need to unlock just one field, position the mouse cursor over the field and right click on the mouse. You will then see a button '**Unlock current Field**'. Click on this button to unlock the current field.

To confirm which of the fields that have been locked/unlocked go into menu option '**View | Show Fieldborders**'. The locked fields will be shown with a red border.

## Edit | Options: 'Options' dialog box

Use this menu option to change the units of measurement or the password.

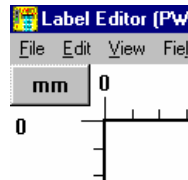
When you choose Edit | Options, you see the 'Options' dialog box:



### Units

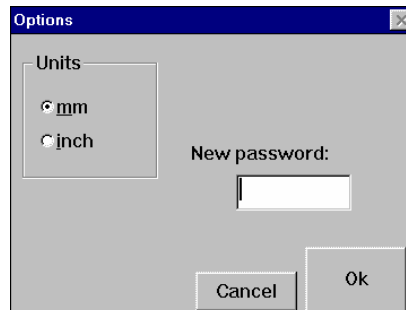
Select the units of measurement; either **mm** or **inch**.

NOTE! If you have activated the ruler (**View** from the **Show Ruler menu**), you can press the button in the upper left corner of the 'Label Editor' window to switch between mm and inch.



### Change password

Press this button to change the password. You see the New password text box:



NOTE! If a password is active, you must type your current password.

### View | Show actual Size



Use this menu option to show the label in its actual size.

### View | Show All Label



Use this menu option to scale the label so that all of the label is shown on the screen.

### View | Zoom +



Use this menu option to zoom in on label or selected field.  
**Left** click on icon to zoom in

### View | Zoom -



Use this menu option to zoom out of the label or the selected field. **Right** click on icon to zoom out.

### View | Rotate label 90°

Use this menu option to rotate the label 90 degrees. You can use **Ctrl+W** as a shortcut.

The rotation is always done clockwise.

NOTE! This rotation only affects the screen, not the printout. If you want to rotate the printed label, choose **Rotate label 90°** from the **Edit menu**.

### View | Flip label

Use this menu option to flip the whole label (rotate it 180 degrees). You can use **Ctrl+E** as a shortcut.

NOTE! This only affects the screen, not the printout. If you want to flip the printed label, choose **Flip label** from the **Edit menu**.

### View | Remove rotation

Use this menu option to remove the rotation. You can use **Ctrl+V** as a shortcut.

NOTE! This only removes the label rotation on the screen. To remove rotation on the printout, choose from the **Edit menu**.

### View | Show Coordinates



Use this menu option to show the coordinates of the mouse pointer.



This makes it easier to position fields accurately.

### View | Show Crosshair



Use this menu option to show a crosshair to indicate the mouse position.

This makes it easier to position fields accurately.

### View | Show Grid



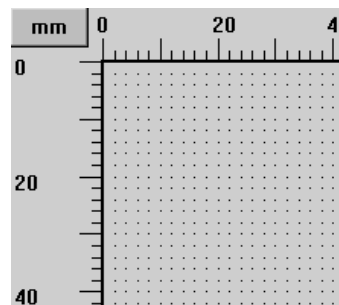
Use this menu option to show the grid.

This makes it easier to position fields accurately.

### View | Show Ruler



Use this menu option to show the horizontal and vertical ruler:



This makes it easier to position fields accurately.

## View | Show Fieldstatus



Use this menu option to show the status for the selected field:

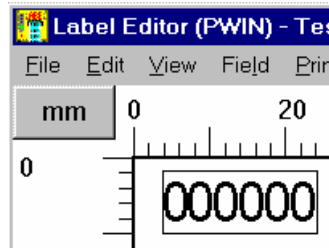


You will see the X and Y position, field Width and Height, Rotation, Field alignment and Font type.

## View | Show Fieldborder



Use this menu option to add a border around a field:





This functions allows you to see the field borders for the defined fields on the label. In some cases you will experience that part of fields are overwritten by nearby fields. By using the menu option '**View | Show Fieldborder**' you are able to reposition these fields to avoid such errors.

When using locked fields these will be shown with a red border.

## View | Command toolbar

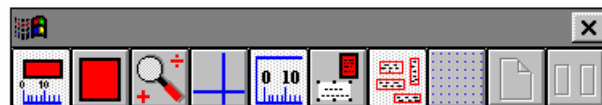
Use this menu option to show or hide the command toolbar:





NOTE! You can rearrange icons in the command toolbar from the **Control menu**. You can also place the toolbar under the menu line by selecting the option **Dock**  in the menu. If you want to undock the toolbar select the icon .

### View | View toolbar

Use this menu option to show or hide the view toolbar:



NOTE! You can rearrange icons in the view toolbar from the **Control menu**. You can also place the toolbar under the menu line by selecting the option **Dock**  in the menu. If you want to undock the toolbar select the icon .

### View | Save Screen Positions

Use this menu option to enable the possibility to save screen positions when selecting “View | Save View modes”

### View | Save View Modes

Use this menu option to save all the settings in the **View menu**.

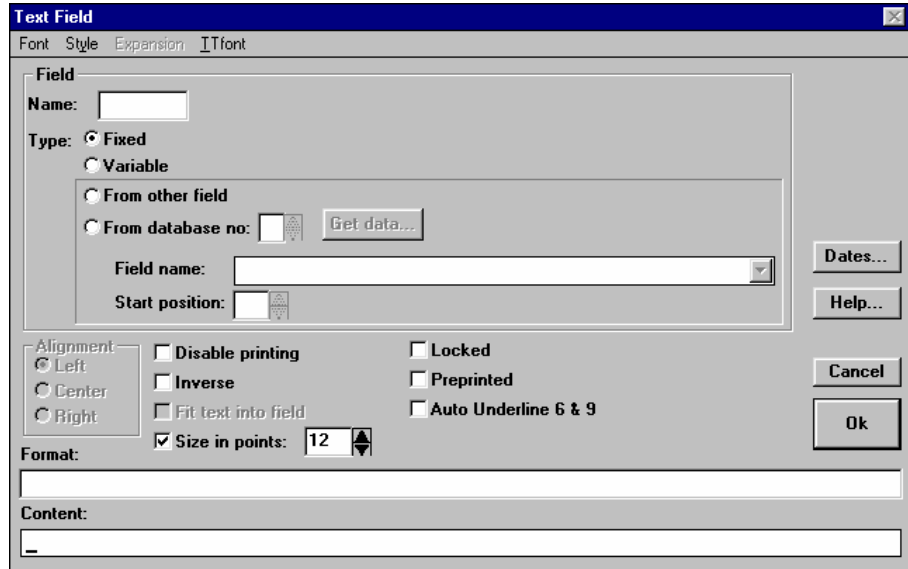
### Field | Text: ‘Text Field’ dialog box



Use this menu option to add a single-line text field to the label.

The single-line text field contains just one line of text.

When you choose Field | Text, you see the 'Text Field' dialog box:



Font

If you want to use an internal printer font, select it from this menu.

NOTE! This menu is not shown when you have selected a generic Windows printer driver (PWIN).

Style

Use this menu to select the font style (for example Bold or Italic).

NOTE! This menu is only available for True Type fonts or with printer fonts that support styles.

Expansion

Use this menu option to specify text size (both width and height) and interspacing factor. For more information, see 'Text size factors'.

TTfont

If you want to use a True Type font, select it from this menu. For more information, see 'Select Windows True Type font'.

Color	If you want to use a color on the text, select the color from this menu. Color will only be available for printers that support colors or if the field has been setup as Preprinted.
Dates	If you want to use a special date select this button to enter the advanced date setting, see 'Advanced date'.
Name	Use this text box to name the field. Normally there is no need to name a field, but if you want to copy text from current field to another field you must enter a name.
Fixed	Select this option to create a fixed field. A fixed field always contains the same information, for example a company name.
Variable	Select this option to create a variable field. A variable field lets you specify what text to print each time you print the label.
From other field	Select this option to create a field that gets the text from another label field. You are also able to create formulas in this field. See "Formulas" for more info.
Fixed field length	Select this option to preserve formatting with start position and what characters that is extracted from the selected field.
From database no	Select this option to create a field that gets the text from an external data source; either the ASCII File Server or the ODBC Server. You must also specify what database to connect to (1, 2, 3 or 4).
Field name	If you have selected <b>From other field</b> or <b>From database no</b> , you must use this drop-down list to select the field from which to get the text.
Start position	If you want to remove leading characters from the data copied from another field, specify the start position here. This is useful if you want to use only a part of the copied data.
Get data	Click this button to fetch the first record from the data source. The data is added to the <b>Content</b> text box.

Alignment	Select text alignment. <b>NOTE!</b> This option is not available for fixed fields or if you have selected <b>Fit text into field</b> .
Inverse	Select this option if you want LabelCraft to invert the field (that is, white becomes black and black becomes white).
Fit text into field	Select this option if you want the text to always fit into the field. When you resize the field, the text is automatically scaled.
Size in points	Select this option and specify the font size to set a fixed size for True Type fonts. This will also work with some internal printer fonts.  <b>NOTE!</b> When this option is active the field cannot be resized manually by using “drag and drop” technique.
Disable printing	Select this option if you want the field to be shown on the screen, but not printed. This function are often used when making calculation or merging fields together and when you only want to see the result.
Locked	This will lock the field from further editing. You will not be able to change or move this field after pressing the button <b>OK</b> .  Please see the section Locking fields.
Preprinted	This will present a field on screen that will not be printed. This field can be modified to be shown in color even thou the printer will not support colors. To lock the filed from being moved or changed select "Locked" as well.  Please see the section Preprinted fields fields.
Auto Underline 6 & 9	This function is only applicable with TT-fonts. The numbers 6 and 9 will be printed with underline to stop misinterpretations.
Format	In this text box you specify the formatting codes. For more information, see ‘Formatting codes’.
Content	Type the text to be printed in this text box.

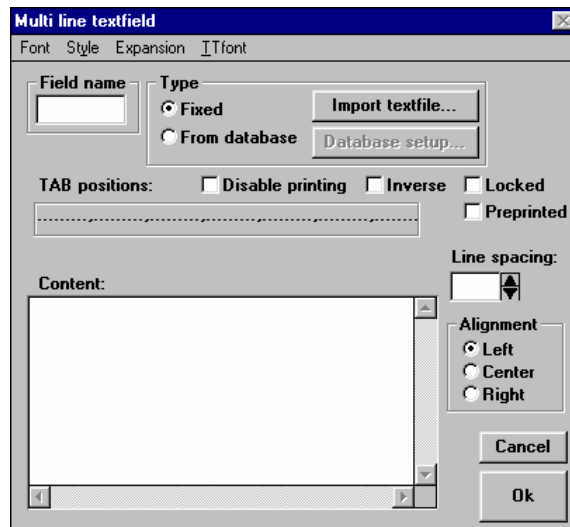


## Field | Multi-line text: 'Multi line textfield' dialog box

Use this menu option to add a multi-line text field to the label.

The multi-line text field can contain several lines of text. This field is very useful for addresses.

When you choose Field | Multi-line text, you see the 'Multi line textfield' dialog box:



Font

If you want to use an internal printer font, select it from this menu.

**NOTE!** This menu is not shown when you have selected a generic Windows printer driver (PWIN).

Style

Use this menu to select the font style (for example Bold or Italic).

**NOTE!** This menu is only available for True Type fonts.

Expansion

Use this menu option to specify text size (both width and height) and interspacing factor. For more information, see 'Text size factors'.

TTfont

If you want to use a True Type font, select it from this menu. For more information, see 'Select Windows True Type font'.

Field name	Use this text box to name the field. Normally there is no need to name a field, but if you want to copy text from another field you must give this field a name.
Fixed	Select this option to create a fixed field. A fixed field always contains the same information, for example a company name.
From database	Select this option to create a field that gets the text from an external data source; either the ASCII File Server or the ODBC Server.
Import textfile	Press this button to import a text file. You see the 'Open' dialog box. Select the file you want to import and click <b>OK</b> . The content of the file is added to the <b>Content</b> text box.
Database setup	Press this button to specify information about the database connection. For more information, see 'Multi text database setup'.
Disable printing	Select this option if you want the field to be shown on the screen, but not printed.
Inverse	Select this option if you want LabelCraft to invert the field (that is, white becomes black and black becomes white).
TAB positions	In this box you set the tabulators. To set a tabulator, simply click on the desired position on the dotted line. A 't' appears on the line to indicate the tabulator position. Click on the 't' again to remove it.  <b>NOTE!</b> When the cursor is in the <b>Content</b> text box you press <b>Ctrl+I</b> to insert a tabulator stop.
Size in points	Select this option and specify the font size to set a fixed size for True Type fonts. This will also work with some internal printer fonts.  <b>NOTE!</b> When this option is active the field cannot be resized manually.

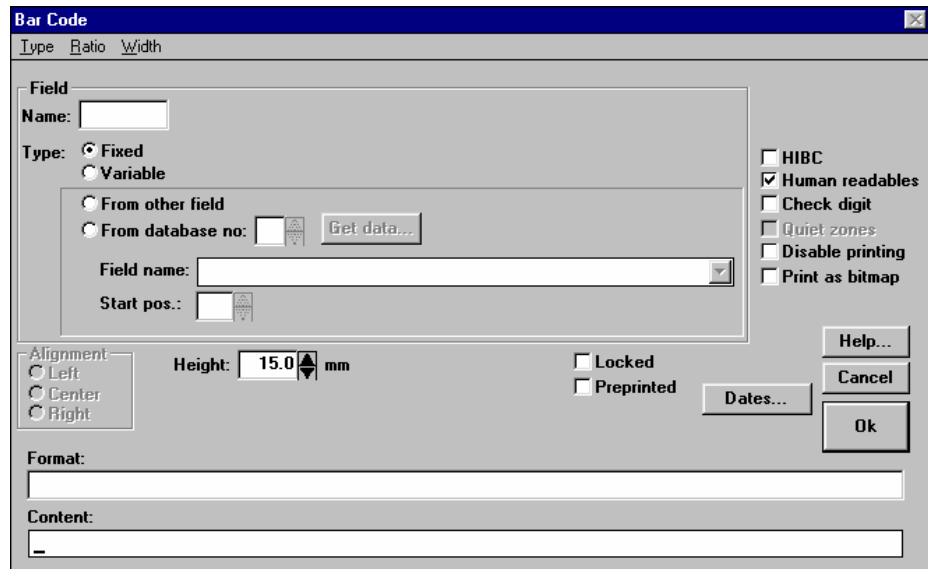
Locked	<p>This will lock the field from further editing. You will not be able to change or move this field after pressing the button <b>OK</b>.</p> <p>Please see the section Locking fields.</p>
Preprinted	<p>This will present a field on screen that will not be printed. This field can be modified to be shown in color even though the printer will not support colors. To lock the field from being moved or changed select "Locked" as well.</p> <p>Please see the section Preprinted fields fields.</p>
Line spacing	<p>Specify the distance between text lines, measured from the top of a line to the top of the next line.</p>
Alignment	<p>Select text alignment.</p> <p>NOTE! Internal printer fonts cannot be right justified.</p>
Content	<p>Type the text in this text box.</p> <p>Press <b>Ctrl+I</b> to insert a tabulator stop.</p>

### **Field | Barcode: 'Bar Code' dialog box**



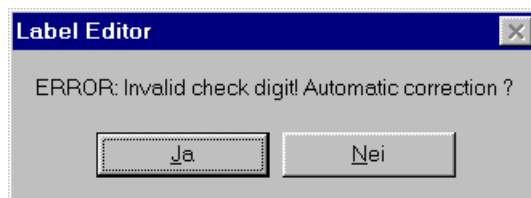
Use this menu option to add a barcode field to the label.

LabelCraft can handle several barcode types. If the printer cannot print the code from its internal code generator, LabelCraft can print the barcode as graphics. This may, however, be slower.



- Type From this menu you select the barcode type.  
NOTE! If one or more of the code types are shown in gray, the printer cannot print this code from its internal code generator. If so, check **Print as bitmap** below.
- Ratio Use this menu to select the ratio.
- Width Use this menu to select the width of the barcode.
- Color If you want to use a color on the text, select the color from this menu.
- Dates If you want to use a special date select this button to enter the advanced date setting, see 'Advanced date'.
- Name Use this text box to name the field. Normally there is no need to name a field, but if you want to copy data from another field you must give this field a name.
- Fixed Select this option to create a fixed field. A fixed field always contains the same information.
- Variable Select this option to create a variable field. A variable field lets you specify the barcode data each time you print the label.
- From other field Select this option to create a field that gets the barcode data from another label field.

- From db no** Select this option to create a field that gets the barcode data from an external data source; either the ASCII File Server or the ODBC Server. Specify what database to connect to (1, 2, 3 or 4)..
- Field name** If you have selected **From other field** or **From database no**, you must use this drop-down list to select the field from which to get the barcode data.
- Start position** If you want to remove leading characters from the data copied from another field, type the start position here. This is useful if you want to use only a part of the copied data.
- Get data** Click this button to fetch the first record from the data source. The data is added to the **Content** text box.
- HIBC** This function will only be shown if the barcode is supported in the HIBC standard. For further information see Part 5: HIBC Barcode.
- Human readable.** Select this option if you want the label to show the barcode in numerals.
- Check digit** Select this option if you want to activate 'check digit' calculation. If an error occurs you see this dialog box:



- Quiet zones** Check this to add quiet zones to the barcode.
- Disable printing** Select this option if you want the field to be shown on the screen, but not printed.
- Print as bitmap** If the printer cannot print the barcode from its internal code generator, select this option to let LabelCraft print the barcode as graphics. This may, however, be slower.
- Advanced** Click this button to specify advanced settings. Advanced settings can only be set on barcodes UPC, EAN 128 and MSI. For more information, see 'Advanced barcode settings'.
- Height** Specify the height of the barcode.

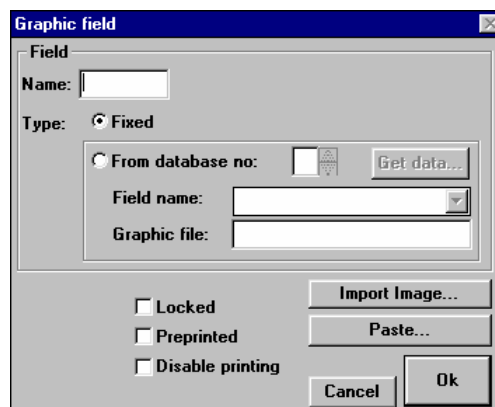
Locked	This will lock the field from further editing. You will not be able to change or move this field after pressing the button OK. Please see the section Locking fields.
Preprinted	This will present a field on screen that will not be printed. This field can be modified to be shown in color even though the printer will not support colors. To lock the field from being moved or changed select "Locked" as well. Please see the section Preprinted fields.
Format	In this text box you specify the formatting codes. For more information, see 'Formatting codes'. NOTE! UPC, EAN and ITF codes are automatically formatted with '^'.
Content	In this text box you specify the barcode data.

### Field | Graphic: 'Graphic field' dialog box



Use this menu option to add an image to the label.

LabelCraft can handle graphics in \*.BMP, \*.PCX, \*.MSP, \*.WMF, \*.JPG, \*.JIF and \*.GIF formats. You can scale graphics to any size.



Name	Use this text box to name the field. Normally there is no need to name a field, but if you want to copy data from another field you must give this field a name.
------	--

Fixed	Select this option to create a fixed field. A fixed field always contains the same image.
From database no	Select this option to create a graphic field that gets the file name of the image from an external data source; either the ASCII File Server or the ODBC Server. You must also specify what database to connect to (1, 2, 3 or 4).
Field name	If you have selected <b>From database no</b> , you must use this drop-down list to select the field to get the file name from.
Graphic file	This text box displays the name of the graphic file.
Get data	Click this button to fetch the file name for the first record from the data source. The file name is added to the <b>Graphic file</b> text box
Locked	This will lock the field from further editing. You will not be able to change or move this field after pressing the button <b>OK</b> .  Please see the section Locking fields.
Preprinted	This will present a field on screen that will not be printed. This field can be modified to be shown in color even though the printer will not support colors. To lock the field from being moved or changed select "Locked" as well.  Please see the section Preprinted fields.
Disable printing	Select this option if you want the field to be shown on the screen, but not printed.
Import image	Click this button to import an image from a file. You see the 'Open' dialog box. Select the file you want to import and click OK. The image is added to the label.
Paste	Click this button to add the image on the clipboard to the label.
Color	If you want to use a color on the image, select the color from this menu.



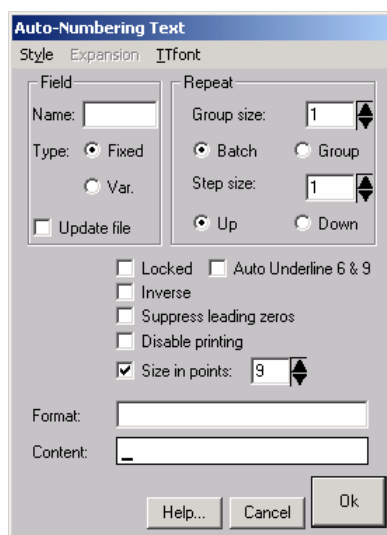
## Field | Autonum text: 'Auto-Numbering Text' dialog box

Use this menu option to add an autonumbering text field to the label.

An autonumbering text field is a text field that automatically generates ascending or descending numbers when the label is printed.

NOTE! Choose **Auto. Num Info** from the **File menu** to display printer status about the autonumbering fields on the label.

When you choose Field | Autonum text, you see the 'Auto-Numbering Text' dialog box:



**Font** If you want to use an internal printer font, select it from this menu.

NOTE! This menu is not shown when you have selected a generic Windows printer driver (PWIN).

**Style** Use this menu to select the font style (for example Bold or Italic).

NOTE! This menu is only available for True Type fonts.

**Expansion** Use this menu option to specify text size (both width and height) and interspacing factor. For more information, see 'Text size factors'.

TTfont	If you want to use a True Type font, select it from this menu. For more information, see 'Select Windows True Type font'.
Name	Use this text box to name the field. Normally there is no need to name a field, but if you want to copy text from another field you must give this field a name.
Fixed	Select this option to create a fixed field. A fixed field always contains the same start number.  NOTE! If you select <b>Update file</b> , the start number is automatically updated each time you print the label.
Variable	Select this option to create a variable field. A variable field lets you specify the start number each time you print the label.
Update file	Select this option to automatically store the last number that was printed. This means that the Content text box is automatically updated after the printing is finished.  This is very useful if you want to keep a record of the number of labels printed. <b>Check Disable</b> printing, and the number of printed labels appears on the screen, but not on the printout!
Group size	Specify the group size. The result depends on whether you select <b>Batch</b> or <b>Group</b> .  Here is an example that explains the difference. You choose 3 as group size, start at 1, increment by 1 and print 9 labels:  - If you select <b>Batch</b> , LabelCraft generates the following numbers: 1 1 1 2 2 2 3 3 3.  - If you select <b>Group</b> , LabelCraft generates the following numbers: 1 2 3 1 2 3 1 2 3.
Batch	Select this option if you want to use the group size as the number of each value to print. For example 1 1 1 2 2 2 3 3 3.

Group	<p>Select this option if you want to print each value once, then start again at the beginning of the sequence. The group size specifies the size of the sequence. For example 1 2 3 1 2 3 1 2 3.</p> <p>NOTE! Not all printers support repeating groups. If you select this option and the printer cannot support it, LabelCraft takes control and does the numbering. This is slower since the printer has to be continuously updated.</p>
Step size	<p>Specify the number to increment or decrement the value for each label printed.</p> <p>For example, if you specify 1 LabelCraft prints 1, 2, 3, 4 and so on. If you specify 3 LabelCraft prints 1, 4, 7, 10 and so on.</p>
Up	<p>Select this option if you want LabelCraft to generate the numbers in ascending order.</p>
Down	<p>Select this option if you want LabelCraft to generate the numbers in descending order.</p>
Locked	<p>This will lock the field from further editing. You will not be able to change or move this field after pressing the button <b>OK</b>.</p> <p>Please see the section Locking fields.</p>
Underline 6 & 9	<p>Use this function to underline the numbers 6 and 9.</p> <p>NOTE! This function is only supported with TT-fonts.</p>
Suppress leading zeros	<p>Select this option is you want to suppress leading zeros.</p> <p>NOTE! Not all printers can do this.</p>
Disable printing	<p>Select this option if you want the field to be shown on the screen, but not printed.</p>
Inverse	<p>Select this option if you want LabelCraft to invert the field (that is, white becomes black and black becomes white).</p>
Color	<p>If you want to use a color on the text, select the color from this menu.</p>
Size in points	<p>Select this option and specify the font size to set a fixed size for True Type fonts. This will also work with some internal printer fonts.</p>

NOTE! When this option is active the field cannot be resized manually.

Format

This field *must* contain the symbol '^' (hold down ALT while you type 0094 on the numeric keyboard to generate a '^').

The number of '^'s sets the maximum number of digits in the number. For example, if you specify '^'^'^', the maximum number is 999.

Content

Type the start number in this text box.

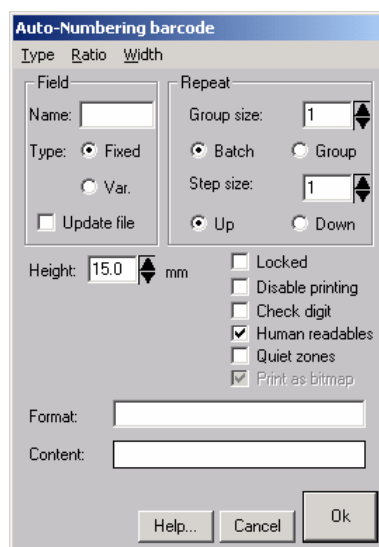
### Field | Autonum barcode: 'Auto-Numbering barcode' dialog box



Use this menu option to add an autonumbering barcode field to the label.

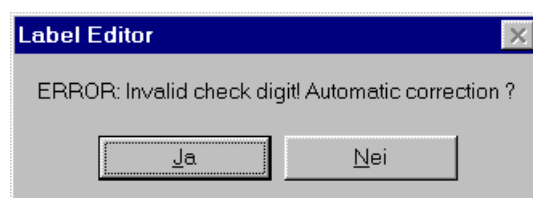
The autonumbering barcode field is similar to the autonumbering text field, except that the generated number is used to create a barcode.

When you choose Field | Autonum barcode, you see the 'Auto-Numbering barcode' dialog box:



Type	<p>From this menu you select the barcode type.</p> <p><b>NOTE!</b> If one or more of the code types are shown in gray, the printer cannot print this code from its internal code generator. If so, check <b>Print as bitmap</b> below.</p>
Ratio	<p>Use this menu to select the ratio.</p>
Width	<p>Use this menu to select the width of the barcode.</p>
Name	<p>Use this text box to name the field. Normally there is no need to name a field, but if you want to copy data from another field you must give this field a name.</p>
Fixed	<p>Select this option to create a fixed field. A fixed field always contains the same start number.</p> <p><b>NOTE!</b> If you select <b>Update file</b>, the start number is automatically updated each time you print the label.</p>
Variable	<p>Select this option to create a variable field. A variable field lets you specify the start number each time you print the label.</p>
Update file	<p>Select this option to automatically store the last number that was printed. This means that the <b>Content</b> text box is automatically updated after the printing is finished.</p>
Group size	<p>Specify the group size. The result depends on whether you select <b>Batch</b> or <b>Group</b>.</p> <p>Here is an example that explains the difference. You choose 3 as group size, start at 1, increment by 1 and print 9 labels:</p> <ul style="list-style-type: none"><li>- If you select <b>Batch</b>, LabelCraft generates the following numbers: 1 1 1 2 2 2 3 3 3.</li><li>- If you select <b>Group</b>, LabelCraft generates the following numbers: 1 2 3 1 2 3 1 2 3.</li></ul>
Batch	<p>Select this option if you want to use the group size as the number of each value to print. For example 1 1 1 2 2 2 3 3 3.</p>

- Group** Select this option if you want to print each value once, then start again at the beginning of the sequence. The group size specifies the size of the sequence. For example 1 2 3 1 2 3 1 2 3.
- NOTE!** Not all printers support repeating groups. If you select this option and the printer cannot support it, LabelCraft takes control and does the numbering. This is slower since the printer has to be continuously updated.
- Step size** Specify the number to increment or decrement the value for each label printed.
- For example, if you specify 1 LabelCraft prints 1, 2, 3, 4 and so on. If you specify 3 LabelCraft prints 1, 4, 7, 10 and so on.
- Up** Select this option if you want LabelCraft to generate the numbers in ascending order.
- Down** Select this option if you want LabelCraft to generate the numbers in descending order.
- Height** Specify the height of the barcode.
- Locked** This will lock the field from further editing. You will not be able to change or move this field after pressing the button **OK**.
- Please see the section Locking fields.
- Disable printing** Select this option if you want the field to be shown on the screen, but not printed.
- Check digit** Select this option if you want to activate 'check digit' calculation. If an error occurs you see this dialog box:



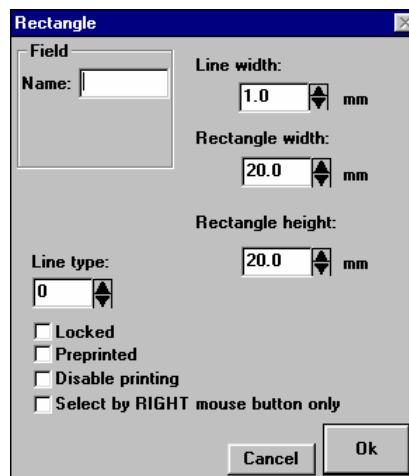
- Human readable** Select this option if you want the label to show the barcode in numerals.
- Quiet zones** Check this to add quiet zones to the barcode.
- Print as bitmap** If the printer cannot print the barcode from its internal code generator, select this option to let LabelCraft print the barcode as graphics. This may, however, be slower.
- Advanced** Click this button to specify advanced settings. Advanced settings can only be set on barcodes UPC, EAN 128 and MSI. For more information, see 'Advanced barcode settings'.
- Color** If you want to use a color on the barcode, select the color from this menu.
- Format** This field *must* contain the symbol '^' (hold down ALT while you type 0094 on the numeric keyboard to generate a '^').  
The number of '^'s sets the maximum number of digits in the number. For example, if you specify '^'^'^', the maximum number is 999.
- Content** In this text box you type the start number.

### Field | Rectangle: 'Rectangle' dialog box



Use this menu option to add a rectangle to the label.

The rectangle can be scaled in all directions.



Name	Use this text box to name the rectangle.
Color	If you want to use a color on the text, select the color from this menu.
Line width	In this text box you specify the width of the line used to draw the rectangle.
Rect. width	In this text box you specify the width of the rectangle. NOTE! It is quicker to scale the rectangle by dragging after you have added it to the label.
Rect. height	In this text box you specify the height of the rectangle. NOTE! It is quicker to scale the rectangle by dragging after you have added it to the label.
Line type	Specify the type of line. This option will, for the moment, only work for some printers.
Locked	This will lock the field from further editing. You will not be able to change or move this field after pressing the button <b>OK</b> . Please see the section Locking fields.
Preprinted	This will present a field on screen that will not be printed. This field can be modified to be shown in color even though the printer will not support colors. To lock the field from being moved or changed select "Locked" as well. Please see the section Preprinted fields fields.
Disable printing	Select this option if you want the rectangle to be shown on the screen, but not printed.
Select by...	Select this option if you want to use the <i>right</i> mouse button to select the rectangle instead. You still have to use the left mouse button to move or resize the rectangle. This feature is very useful if you have a big rectangle with many fields inside. By activating this feature you can prevent unwanted movement of the rectangle when editing the fields inside it.

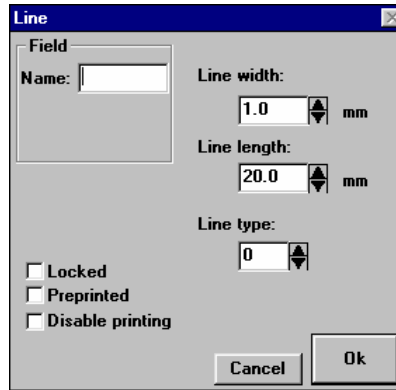
## Field | Line: 'Line' dialog box



Use this menu option to add a line to the label.

You can easily change the width and length of the line.

When you choose Field | Line, you see the 'Line' dialog box:



- |             |  |
|-------------|--|
| Name        | Use this text box to name the line.  |
| Color       | If you want to use a color on the text, select the color from this menu.   |
| Line width  | In this text box you specify the width of the line.<br>NOTE! It is quicker to scale the line by dragging after you have added it to the label.                                   |
| Line length | In this text box you specify the length of the line.<br>NOTE! It is quicker to scale the line by dragging after you have added it to the label.                                  |
| Line type   | Specify the type of line. This option will, for the moment, only work for some printers.   |
| Locked      | This will lock the field from further editing. You will not be able to change or move this field after pressing the button <b>OK</b> .<br>Please see the section Locking fields. |

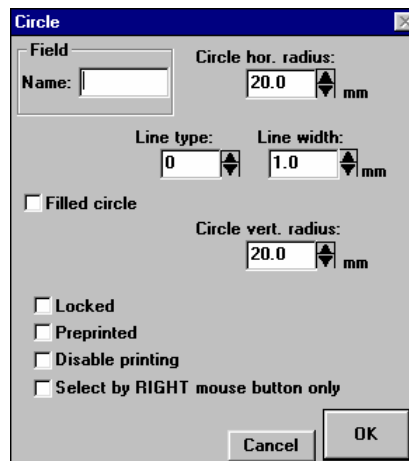
- Preprinted** This will present a field on screen that will not be printed. This field can be modified to be shown in color even though the printer will not support colors. To lock the field from being moved or changed select "Locked" as well. Please see the section Preprinted fields fields.
- Disable print** Select this option if you want the field to be shown on the screen, but not printed.

### Field | Circle; 'Circle' dialog box

Use this menu option to add a circle to the label.

You can easily change the width and length of the circle.

When you choose Field | Circle, you see the 'Circle' dialog box:

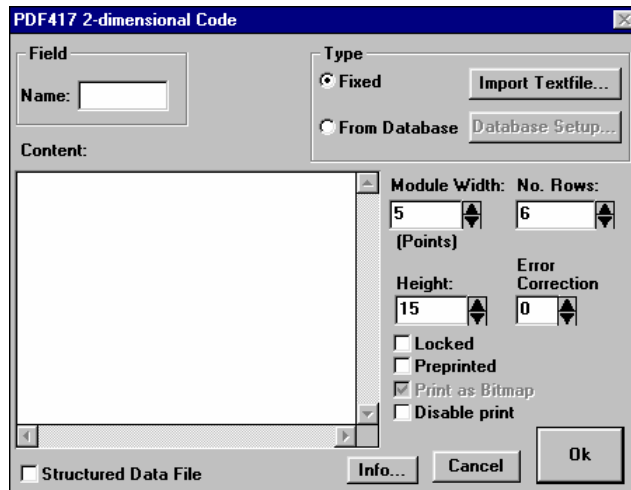


- Name** Use this text box to name the line.
- Color** If you want to use a color on the text, select the color from this menu. Note! Only shown when printer supports color.
- Line width** In this text box you specify the width of the line.
- Circle radius** In this text box you specify the radius of the circle.

Circle vert. radius	<p>In this text box you specify the height of the circle.</p> <p>NOTE! It is quicker to scale the rectangle by dragging after you have added it to the label.</p>
Filled circle	<p>Make the circle to be filled. If printer supports color you are able to select a color on the fill.</p>
Line type	<p>If printer supports this line type can be selected.</p>
Locked	<p>This will lock the field from further editing. You will not be able to change or move this field after pressing the button OK.</p> <p>Please see the section Locking fields.</p>
Preprinted	<p>This will present a field on screen that will not be printed. This field can be modified to be shown in color even thou the printer will not support colors. To lock the filed from being moved or changed select "Locked" as well.</p> <p>Please see the section Preprinted fields fields.</p>
Disable print	<p>Select this option if you want the field to be shown on the screen, but not printed.</p>
Select by...	<p>Select this option if you want to use the right mouse button to select the rectangle instead. You still have to use the left mouse button to move or resize the rectangle.</p> <p>This feature is very useful if you have a big rectangle width many fields inside. By activating this feature you can prevent unwanted movement of the circle when editing the fields inside it.</p>

### **Field | PDF 417 'PDF417' dialog box**

PDF-417 is a 2 dimensional code which is accessible by menu selection Field | PDF-417. When you choose **Field | PDF 417**, you see the 'PDF417' dialog box:

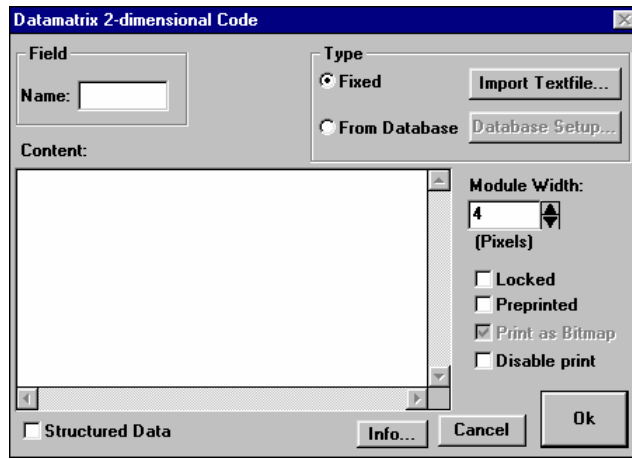


- Field name Use this text box to name the field. Normally there is no need to name a field, but if you want to copy text from another field you must give this field a name.
- Fixed Select this option to create a fixed field. A fixed field always contains the same information, for example a company name.
- From database Select this option to create a field that gets the text from an external data source; either the ASCII File Server or the ODBC Server.
- Import textfile Press this button to import a text file. You see the 'Open' dialog box. Select the file you want to import and click **OK**. The content of the file is added to the **Content** text box.
- Database setup Press this button to specify information about the database connection. For more information, see 'Multi text database setup'.
- Locked This will lock the field from further editing. You will not be able to change or move this field after pressing the button OK.
- Please see the section Locking fields.

Preprinted	This will present a field on screen that will not be printed. This field can be modified to be shown in color even though the printer will not support colors. To lock the field from being moved or changed select "Locked" as well.  Please see the section Preprinted fields.
Print as Bitmap	When this option is selected the barcode will be printed as a bitmap.
Disable printing	Select this option if you want the field to be shown on the screen, but not printed.
Module Width	In this text box you specify the width of the module.
No. Rows	In this text box you specify the No. of rows to use. You can set the No. of rows between 3 and 90.
Height	In this text box you specify the height in dots for each row.
Error Correction	In this text box you specify the No. error correction to use.
Info	Selecting this button will give you an info about the symbol.
Structured Data File	When selecting this option the data from the PDF will be presented as data content for a structured data file for EDI.

### **Field | Datamatrix 'Datamatrix' dialog box**

Datamatrix is a 2 dimensional code which is accessible by menu selection Field | Datamatrix.... When you choose **Field | Datamatrix...**, you see the 'Datamatrix' dialog box:



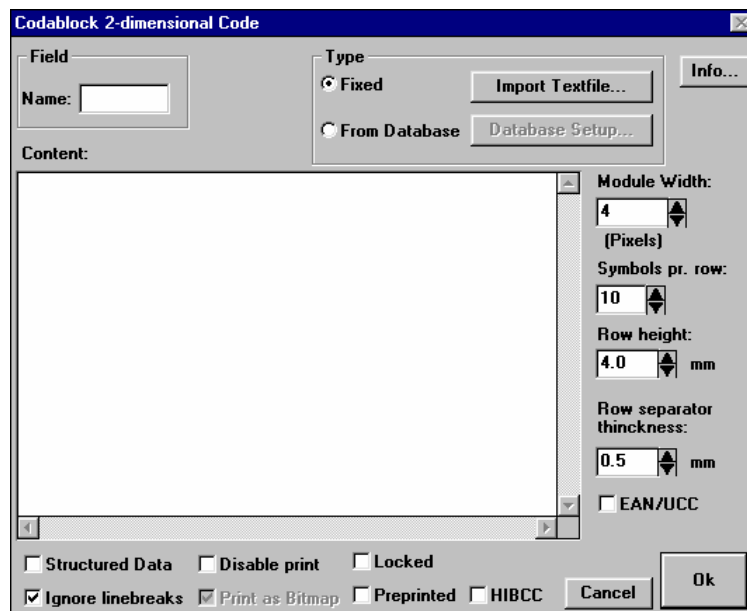
Field name	Use this text box to name the field. Normally there is no need to name a field, but if you want to copy text from another field you must give this field a name.
Fixed	Select this option to create a fixed field. A fixed field always contains the same information, for example a company name.
From database	Select this option to create a field that gets the text from an external data source; either the ASCII File Server or the ODBC Server.
Import textfile	Press this button to import a text file. You see the 'Open' dialog box. Select the file you want to import and click <b>OK</b> . The content of the file is added to the <b>Content</b> text box.
Database setup	Press this button to specify information about the database connection. For more information, see 'Multi text database setup'.
Locked	This will lock the field from further editing. You will not be able to change or move this field after pressing the button OK.  Please see the section Locking fields.
Preprinted	This will present a field on screen that will not be printed. This field can be modified to be shown in color even though the printer will not support colors. To lock the field from being moved or changed select "Locked" as well.  Please see the section Preprinted fields.
Print as Bitmap	When this option is selected the barcode will be printed as a bitmap.
Disable printing	Select this option if you want the field to be shown on the screen, but not printed.
Module Width	In this text box you specify the width of the module in pixels.
Structured Data	When selecting this option the data from the code will be presented as data content for a structured data file for EDI.

Info Selecting this button will give you an info about the symbol.

## Field | Codablock barcode 'Codablock 2-dimensional Code' dialog box

Codablock is a stacked barcode (2-dimensions) which is accessible by menu selection Field | Codablock barcode.

When you choose **Field | Codablock...** barcode, you see the 'Codablock 2-dimensional Code' dialog box.



Field name Use this text box to name the field. Normally there is no need to name a field, but if you want to copy text from another field you must give this field a name.

Fixed Select this option to create a fixed field. A fixed field always contains the same information, for example a company name.

From database Select this option to create a field that gets the text from an external data source; either the ASCII File Server or the ODBC Server.

Import textfile	Press this button to import a text file. You see the 'Open' dialog box. Select the file you want to import and click OK. The content of the file is added to the Content text box.
Database setup	Press this button to specify information about the database connection. For more information, see 'Multi text database setup'.
Module Width	In this text box you specify the width of the module.
Symbols pr. row	In this text box you specify the No. of symbols pr. row.
Row height	In this text box you specify the height in mm for each row.
Row separator thickness	Set the thickness of the row separator
EAN/UCC	Specifies if the code is to be used as an EAN/UCC encoding.
Info	Selecting this button will give you an info about the symbol.
Structured Data	Selecting this option will implement formatting into the barcode in such way as it confirm to EDI spec.
Ignore line breaks	This will ignore line breaks in the content text box when adding data into the barcode.
Locked	This will lock the field from further editing. You will not be able to change or move this field after pressing the button OK.  Please see the section Locking fields.
Preprinted	This will present a field on screen that will not be printed. This field can be modified to be shown in color even thou the printer will not support colors. To lock the filed from being moved or changed select "Locked" as well.  Please see the section Preprinted fields.
Disable printing	Select this option if you want the field to be shown on the screen, but not printed.
Print as Bitmap	The barcode will be sent to the printer as a Bitmap

## HIBCC

This will add a new button for using the HIBCC encoding to the barcode. For more info see Part 5: HIBCC barcode.

## Print

Use this menu option to print the label.

This is the same command as File | Print. For more information, see 'File | Print'.

## Redraw

Use this menu option to refresh the 'Label Editor' window.

This is the same command as File | Redraw. For more information, see 'File | Redraw'.

## Test Print

Use this menu option to print just one label as a test.

This is the same command as File | Test Print. For more information, see 'File | Test Print'.

## Help | About

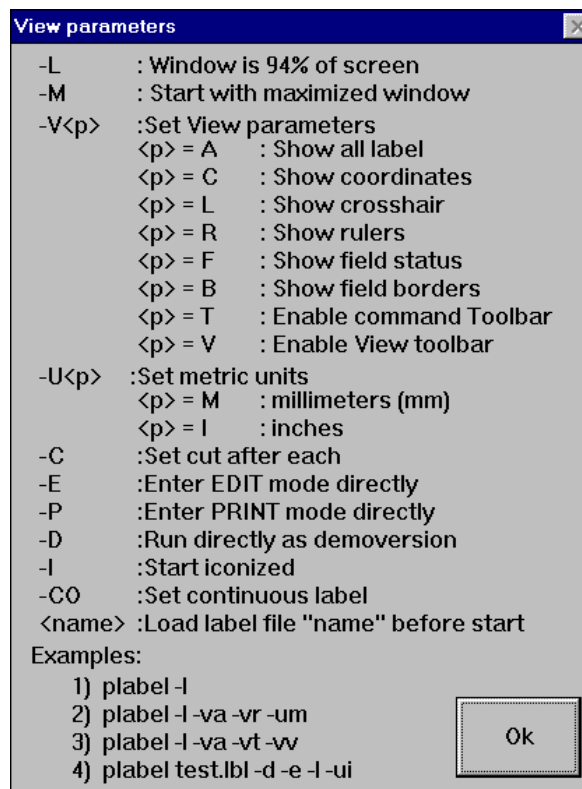
Use this menu option to show the 'About LabelCraft' dialog box. This dialog box contains information about LabelCraft, for example the version number, version date and copyright.



## Help | View parameters: 'View parameters' dialog box

Use this menu option to show the dialog box 'View parameters'.

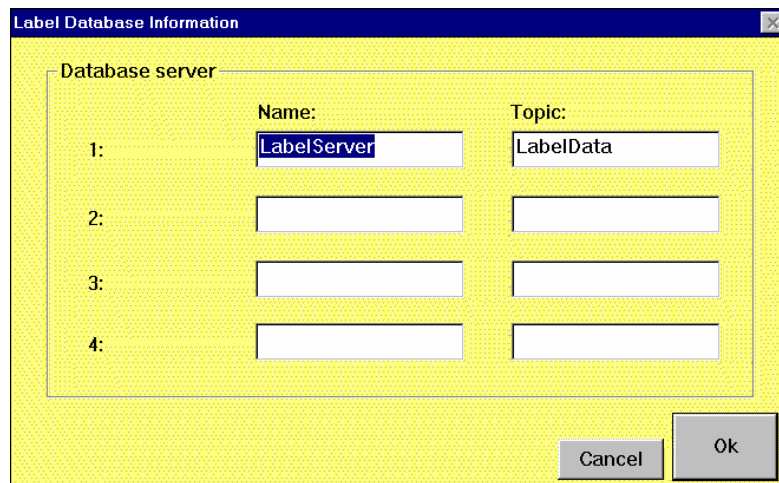
This dialog box gives you information about the various startup parameters you can give LabelCraft. These parameters correspond to the commands in the **View menu**.



## 'Label database information'

You activate the 'Label database information' dialog box by clicking **Database info** in the 'New label' dialog box.

In this dialog box you specify the data source for fields that get their data from an external data source (either the ASCII File Server or the ODBC Server).



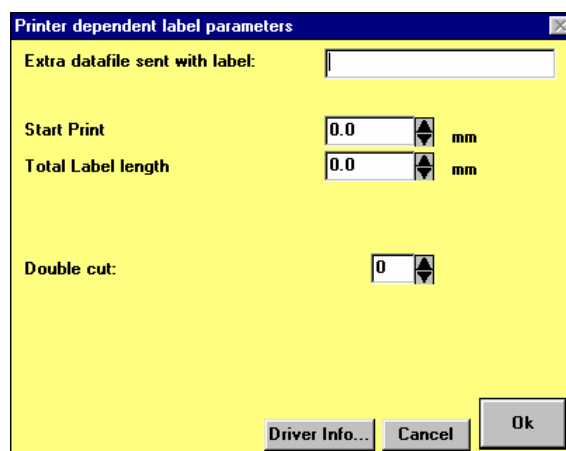
You may define up to four different database servers. You must specify the name of the data source (for example ODBC Serv or LabelServer) and the topic name of the connection (for example LabelData).

If you need more information, see 'ASCII File Server' and 'ODBC2000 Server'.

### 'Printer dependent label parameters'

The Printer dependent label parameters dialog box is activated by clicking **Extra info** in the 'New label' dialog box.

The contents of this dialog box may vary from printer to printer. Click on **Driver Info** for important information about the printer driver setup.

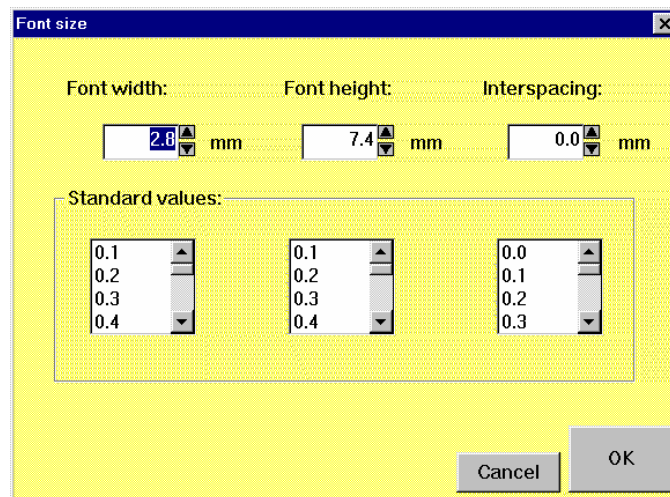


Extra datafile sent with label enables the usage of sending a shift label to the printer. This datafile will be sent to the printer before the label itself will be printed.

## Text size factors

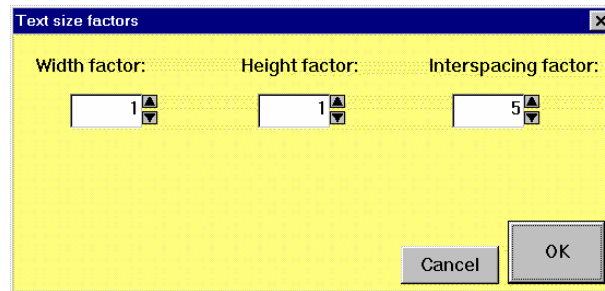
For all text fields you can set the text size factors. You do this by clicking **Expansion** on the menu-bar in the text field dialog box. The dialog box you see depends on whether you have selected a True Type font or an internal printer font.

### True Type font



Font width	Specify the font width, in either millimeters or inches.
Font height	Specify the font height, in either millimeters or inches.
Interspacing	Specify the interspacing (space between characters), in either millimeters or inches. You are able to reduce the width between each character when using a negative value.
Standard values	These lists show the standard values.

## Internal printer font

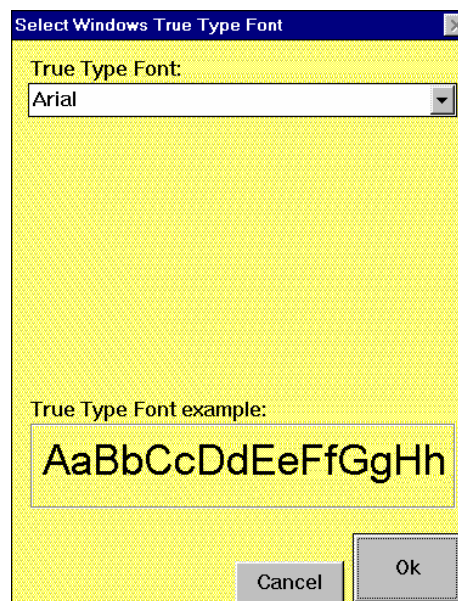


Width factor	Specify the width in a multiple of the basic font size.
Height factor	Specify the height in a multiple of the basic font size.
Interspacing factor	Specify the interspacing (space between characters), in a multiple of the basic font.

NOTE! Internal printer fonts might look bad when they are enlarged.

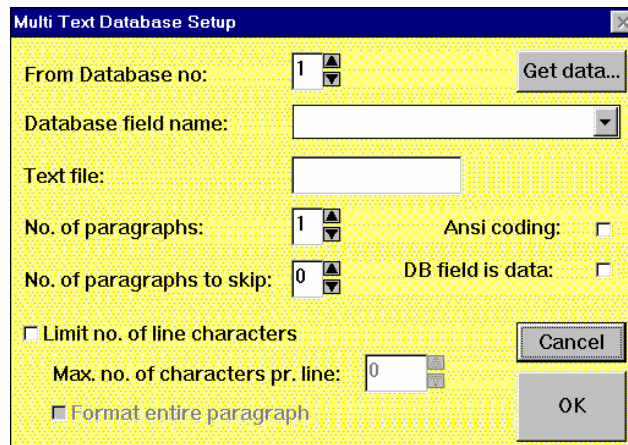
### 'Select Windows True Type font'

To select a True Type font, click **TTfont** on the menu-bar in the text field dialog box. Then select the True Type font you want to use from the drop-down list in the 'Select Windows True Type Font' dialog box:



## 'Multi text database setup'

When you press the **Database setup** button in the dialog box 'Multi line textfield' you see the dialog box 'Multi Text Database Setup':



From Database no	Specify the database number to connect to.
Database field name	Select the field to read data from.
Get data	Click this button to fetch the first record from the data source. The data is added to the <b>Text file</b> text box.
Text file	This text box shows the data from the first record.
No. of paragraphs	Specify the number of paragraphs to include.
No. of paragraphs to skip	Specify the number of paragraphs to skip.
Limit no. of line characters	Select this option to limit the number of characters pr. line.
Max. no. of characters pr. line	Specify the maximum number of characters pr. line.
Format entire paragraph	Select this option to format the entire paragraph.
ANSI coding	Select this option if the data is ANSI coded.

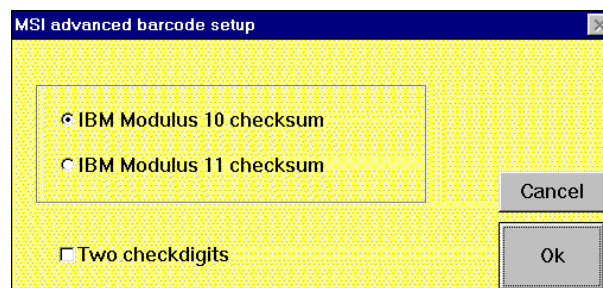
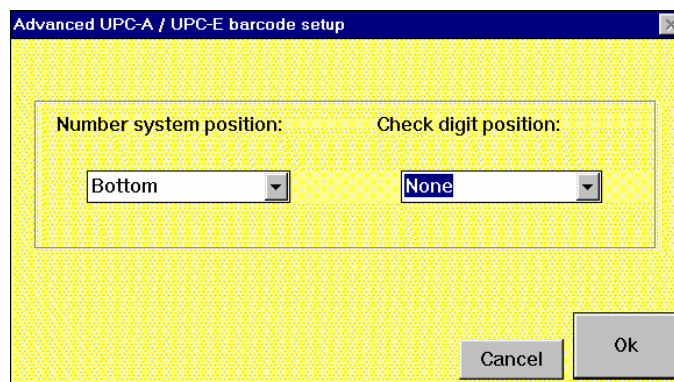
DB field is data      Select this option if the field contains actual data you want to print. If not, LabelCraft treats the field contents as the name of the file to print.

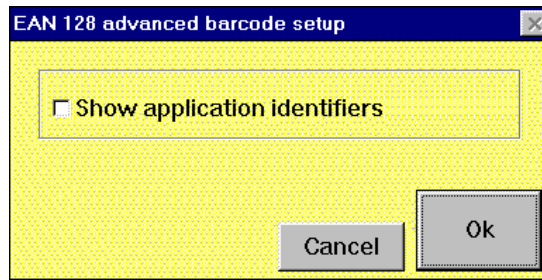
## Advanced barcode settings

This section describe special settings for UPC, MSI and EAN 128 barcodes. You activate this dialog box by pressing the **Advanced** button in the 'Bar Code' dialog box.

Not all printers can support this option. LabelCraft can always support this feature when you have selected **Print as bitmap**. LabelCraft then generates the barcode, not the printer.

The dialog box you see depends on the type of barcode.





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## The print module

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To start the print module, choose **Label Printing** in the main window.

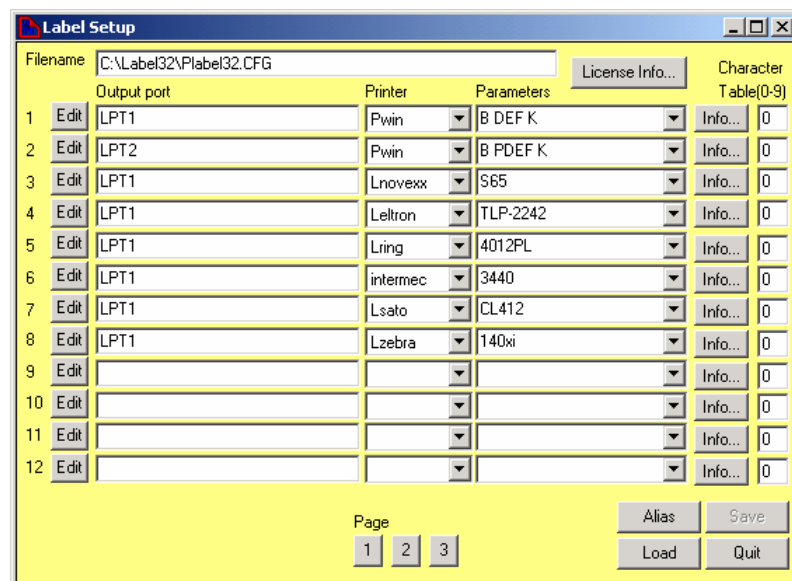


- |            |  |
|------------|--|
| File       | Use this menu option to open an existing label, change language or open one of the last labels (4) used.   |
| Print      | Use this menu option to print the label. This activates the 'Print Options' dialog box. For more information, see 'File   Print'.  |
| Stop print | Use this menu option to stop the print job. This option is shown in Grey until printing is started.  |
| Stop print | Use this menu option to stop the print job. This option is shown in Grey until printing is started.  |
| Redraw     | Use this menu option redraw the label on screen.   |
| View       | Use the menu options in this menu to rotate or flip the label.   |
| About      | Use this menu option to show the 'About LabelCraft' dialog box. This dialog box contains information about LabelCraft, for example the version number, version date and copyright. |

## The setup module

Before you can start using LabelCraft, you must configure your printer(s). You can define up to four different printers that you can choose between when you want to print labels.

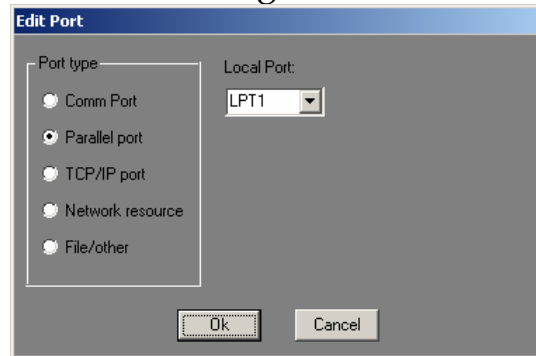
To start the setup module, either click **Setup** in the 'New label' dialog box or start LSETUP.EXE that was copied to the program directory during installation. You see the 'Label Setup' window:



**Filename** Type the name of the file that the configuration is saved in. You may change this if you need more than one printer configuration. If not, we recommend that you do not change the filename.

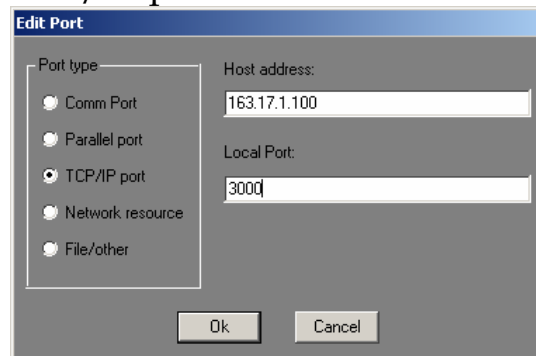
## Output port

To set-up what output port to be using click on the button “Edit”. A dialog box will now be opened:



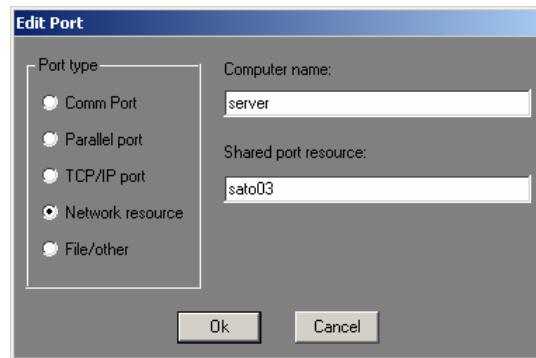
Select with a radio button what port type to use. Each port type will have a corresponding dialog. Com port and Parallel port will look like the one that is shown above.

TCP/IP port:



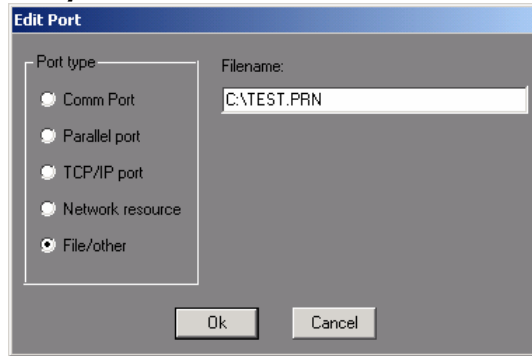
TCP/IP connection is done by RAW TCP/IP format. When using TCP/IP make sure that your system will support this format. Make sure that the “Local Port” is set-up correct.

## Network resource:



When using a network-shared resource this needs to be identified correct. Computer name is the network name for the computer that is sharing out his port. Shared port resource is the name you have setup in the printer driver. Note! To use this function you must have enabled the system to share out its printers. On the example above we have setup the server on the system to share out a resource that is controlled by the server. In this example, it could have been a local printer port. There has been installed a printer driver that is assign to the port that you will connect the printer to. A note of caution, please use a simple driver as possible (Example: Generic Text only). When you are setting up the spooler setting of this driver make sure that you have setup the data format to be RAW. Other formats may generate extra characters to be sent to the printer that may result in damaged output by the printer.

## File/other:



When you want to print to a file or using an USB device this is the port setting you are going to use. For printing to a file just insert the name of the file that that you want to generate. If you are going to use an USB port enter the port name in this text box (example: USB001).

### Printer

Select the printer driver to use.

If you want to use a generic Windows printer driver, select PWIN. LabelCraft then uses the default printer from the Windows Control Panel (unless you select NODEF from the **Parameters** list - you are then prompted for printer before printing is started).

### Parameters

Select you printer model and specify other printer parameters. This will vary from printer to printer.

### Info

Click this button for more information about the various parameters.

### Character table

Specify the internal printer character table to use.

**NOTE!** Click on the **Info** button, then **Character codes** or **Country codes** for a list of the character tables.

### Version

Displays the software version.

### Custom module

Specify a special software module, if any.

### Load

Press this button to use another label setup. You type the file name in the text box **Filename**.

### Save

Press this button to save the label setup. You type the file name in the text box **Filename**.

### Quit

Press this button to close the window.

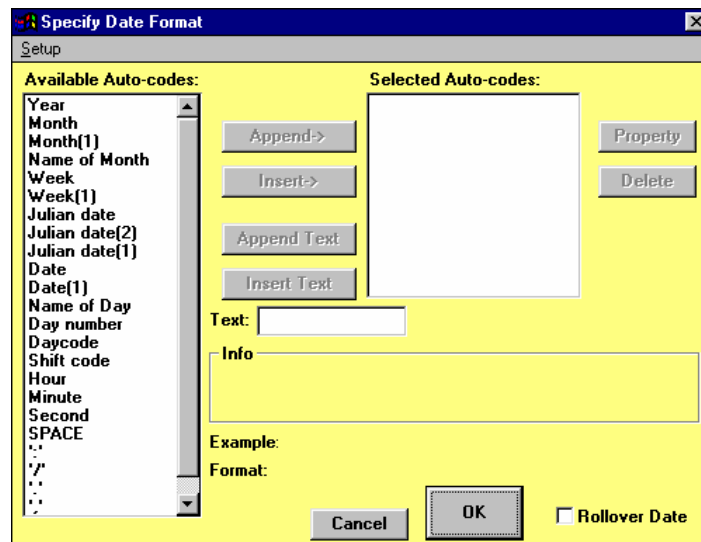
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## Advanced date functions

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LabelCraft is equipped with an advanced date function that enables the user to create his own special dates, which could contain shift info, day names, month names own special month names and a lot of other possibilities.

To use the advanced date function select Field | Text or Field | Barcode and press the button 'Dates'. Following dialog box will then appear:



Setup

Selecting Setup on the menu line enables the user to setup shift codes and start/end time of shift, date change time and to set Sunday or Monday as first day of week.

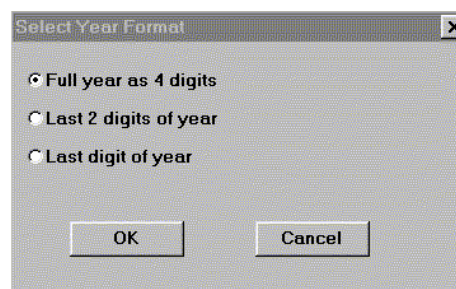
Available Auto-codes

The user must select what date function that is to be used. To select an auto-code double click the auto-code or click and push the button 'Append' or 'Insert' to add the auto-code.

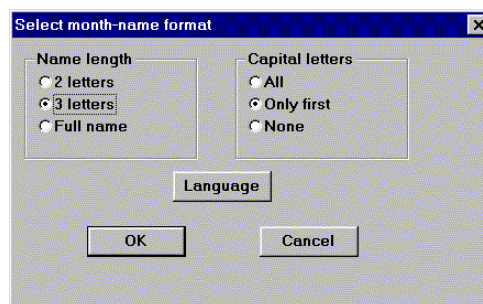
Text	By entering text into the box and push the button 'App. text' or 'Ins. text' one are able to insert own special text into this date function.
Property	This function enables the change of some of the auto-codes.
Delete	Deletes the selected auto-code.
Info	This box gives a short description of what the auto-code will deliver.
Example	Gives an example of what the auto-code will show on the label.
LabelCraft format	Gives the format string for the current selection of auto-codes.

Changes of properties are available for following codes:

Year



Month name



For selection of moth name in another language or own special version select language. For making an own month spelling select the button 'Own month spelling'.

Month name and day name properties are equal in the setting of properties.

When a date code is set up like this 'Date(1)' it means that date that contains only one digit will be shown with only one digit.

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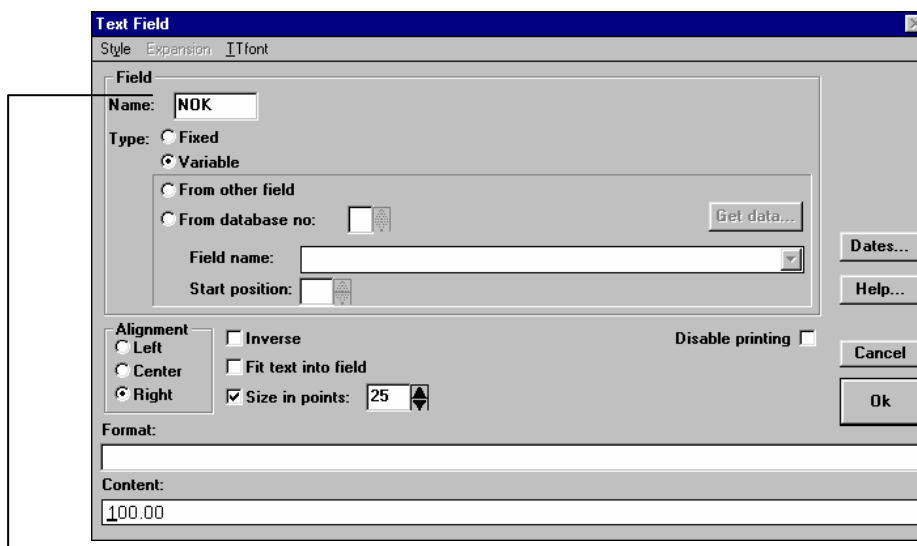
## Formulas

---

LabelCraft allows you to calculate content of fields with contents of variables that has been added with the function " File | Formula Setup". At current this function has only been implemented with multiplication, but others will soon be available.

### How to use formulas.

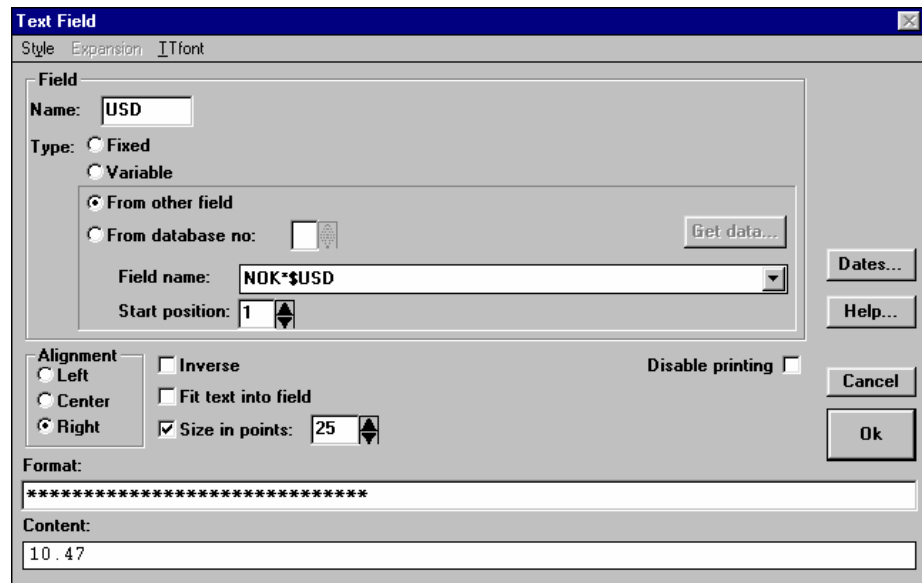
Make a new field, or an existing, but give the field a name. See picture below:



This text field has been named 'NOK'. We have made the field to be variable. In the content text box we have entered the number '100.00'. This will also give the format to the result of the formula. If you want 2 decimals in the answer you must use 2 decimals in the field where your number are originated.

Next step is to use this field to generate a new value based on the setting in Formula. Select menu option "File | Text ...". Then push the radio button  'From other field'. Select field name NOK. Add \* after the field name

and add the formula you want to use. In my example we are using the statement: "NOK\*\$USD".



Please note that the field name contains the statement: "NOK\*\$USD". You will also see that a lot of stars has been added into text box 'Format:'. The Content text box is showing the value based on the calculation from formula.

If you want to make a new calculation based on the current one you must name this field to have it available to do another calculation.

NOK	100.00	NOK	1500.00
USD	10.47	USD	157.09
FRF	81.71	FRF	1225.69
ITL	24201.35	ITL	363020.32
FIM	74.06	FIM	1111.02
EUR	12.45	EUR	186.85
GBP	7.48	GBP	112.27
SEK	107.96	SEK	1619.52
DKK	92.80	DKK	1392.10
DEM	24.44	DEM	366.73

Above are two labels that has been made by changing the value of the variable field named NOK all fields based on

this value has now been changed. In order to have the fields looking good on printout we also made the fields to be right justified.

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## Formatting codes

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LabelCraft lets you use formatting codes to limit the content of text and barcode fields. This is very useful for variable fields that accept data each time you print the label.

### Text format special characters

\_ Accept any character  
\* Accept any character from other field  
\ Accept letters and digits only  
| Convert to capital letters  
~ Accept digits and ±  
^ Accept digits only

You can also use formatting codes to add special date and time fields in text fields.

### Special fields in text fields

<<d Start date/time field  
>> end of special field

Examples:

<<dDD/MM-19YY hh:mm>> (06/12-1996 15:58)  
<<dYY/MM/DD hh.mm>> (96/12/06 15.58)  
<<dYY/MM/DD+30 hh:mm:ss>> (97/01/05 15:58:53)

Special field codes in Code 128 barcode fields.

F1	FNC1	or <Alt>+<0170>
F2	FNC2	or <Alt>+<0171>
F3	FNC3	or <Alt>+<0172>
F4	FNC4	or <Alt>+<0174>
F5	Shift	or <Alt>+<0175>

F6	CodeA	or <Alt>+<0176>
F7	CodeB	or <Alt>+<0177>
F8	CodeC	or <Alt>+<0178>
F9	StartA	or <Alt>+<0185>
F10	StartB	or <Alt>+<0186>
F11	StartC	or <Alt>+<0187>
F12	Take next character literally	or <Alt>+<0188>

NOTE! If you are going to enter a format code in the text box 'Format:' to make a Code128 barcode containing special format codes, you must hold down the Alt key while entering the corresponding number on numerical keypad. Some PC's demand a full size keyboard to do this.

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## Locked fields

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LabelCraft allows the user to lock a field for further editing. You will not be able to move or change this field, unless you unlock the field. If the field is connected to a database or another field the data content of it will be updated when the origin changes.

To unlock previously locked fields you can do this from the menu selection "**Edit | Unlock all Fields**". This option will unlock all fields. If the you need to unlock just on field position the mouse pointer on top of the field and right click with the mouse. A button "**Unlock current Field**" will be shown click on this and the field is unlocked.

To view which fields that's been locked from further editing select the menu option "**View | Show Fieldborders**". Locked fields will be shown with a red border.

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## Preprinted fields

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LabelCraft will allow the user to add fields to the label that are only to be shown as an illustration of preprinted parts

of the label. This fields could be used to identify products, information to an operator prior to printing among others. A preprinted field can be locked to prevent unwanted movement of the field.

When using preprinted fields the user can change the color of the field to confirm to the need. Bitmaps will be shown in color even thou the label printer only supports two color printing (B/W). If a preprinted field are changed back to an ordinary field and the printer only supports B/W the field will automatically be changed to black.

## Error messages

### DCB-Table error

This error message is shown when there is a conflict between the port setup in Windows and LabelCraft. In order to correct this error change the comport settings of the port that you will be using. (Start-Menu, Settings, Control Panel, System, Device Manager, Ports Select the port that you are using and click on tab marked Port Settings. Change Flow-control to None

## Printing problems

After pressing the OK button in the print module no labels are printed. Check following points:

- The PC is connected to printer with a correct printer cable.
- The printer cable is connected to the right printer ports on PC and printer.
- The printer is turned on and in 'Online' mode.
- The printer is setup to use current communication mode (Serial or Parallel [Centronics]).
- If using Windows 95/98 or NT 4.0 make sure that a windows printer driver is installed on the port that you are using.

### NOTE!

If you are using COM port and Windows NT and Windows 2000 you are not able to use a printer device to be installed on the COM-port that you want to use.

- Use option print to file and enter into MS DOS command mode. Copy the command file direct to the printer.  
**Copy <filename> <port> ; copy test.prn lpt1**  
If the label is printing OK, the problem is located within Windows.
- Try to change the windows printer device setting to use Spool setting to print directly to printer. If using a spooler change setting to data format to RAW.
- Try to change your printer driver, we normally recommend using IBM Generic Graphics printer driver with spool setting data format to RAW.
- If printing to a network connected printer you must deactivate the printer spooler function in the menu option "**File | Setup ... - Options**".

Data is misplaced or larger/smaller on label after printing.

- Check printer resolution against the driver in LabelCraft.
- If wrongly positioned try changing the label left and top origin.

# **PART 2: ASCII File Server**

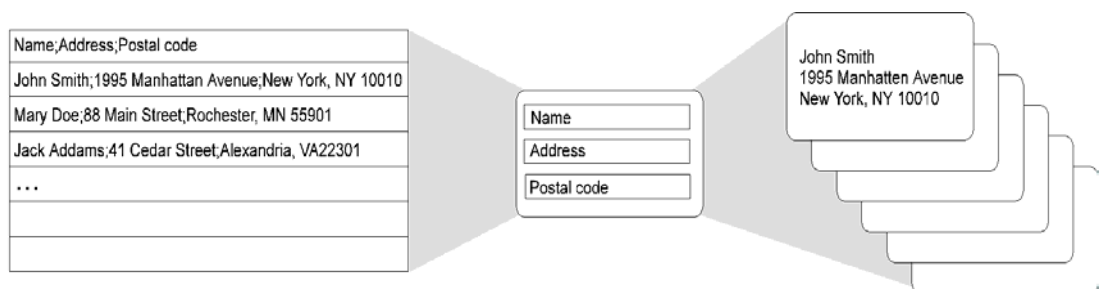
## What is the ASCII File Server?

The ASCII File Server is a module that can be added to the LabelCraft program. You use the module to print address labels, product labels and other types of label sets that require different texts on each label.

The information printed on the labels comes from a data file. If you want to print address labels, the data file may be your customer index. If you want to print product labels, the data file may contain product number, product name, color and a bar code.

The data file is usually a text file (.txt format) with one line for each label. The items on each line are separated by a punctuation mark, generally a semicolon, or with fixed length for each field in the record (line).

You can type the data file yourself, or retrieve it from some other application or a database and save it on your PC using the .txt file-type extension.



*Data file*  
*Printed labels*

*Label template*

The ASCII File Server is easy to use and has many useful special features. You can, for example, print labels with different layouts in the same batch. You can also limit the data from the data file by using advanced selection criteria.

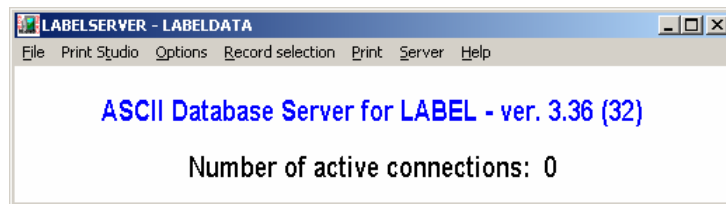
# Making a label with the ASCII File Server

---

## STEP 1: Start the ASCII File Server

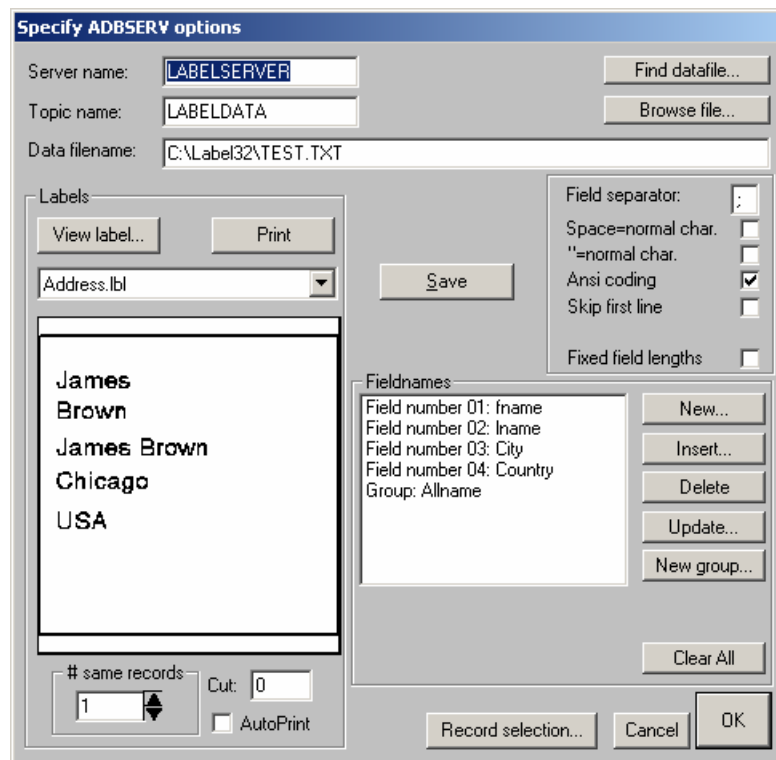
---

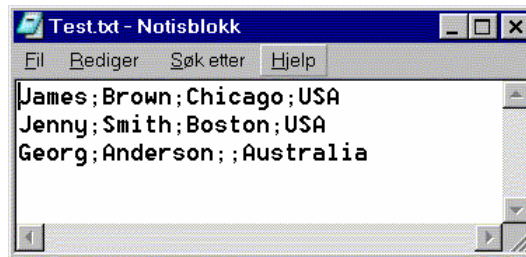
1. Double-click on the **ADBSERV** icon. You see the startup window:



2. Click on **Options**. You see the 'Specify ADBSERV options' window.  
If the correct settings are used, in the "ini file" for the ASCII file server, the LabelCraft program will be launched when selecting the menu option "**Options**".
3. In the field **Server name** the ASCII File Server suggests 'LabelServer'. Use this name if you need only one label system.

If you want to use more than one label system at the same time (for example address labels and product labels), you must define different server names for each system. See the section 'Using different label systems'.





3. When you have typed all the information, choose **Save** from the **File** menu and close Notepad.
4. You see the 'Specify ADBSERV options' window.

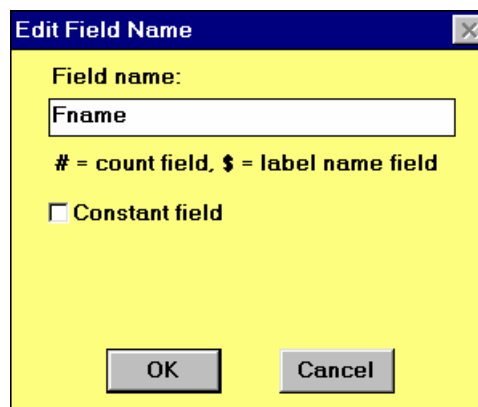
---

### STEP 3: Define the label fields

---

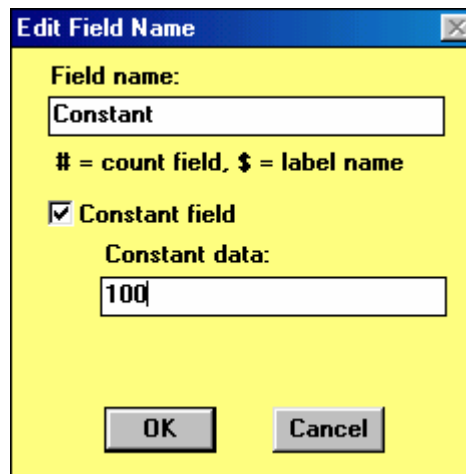
NOTE! Always define the label fields before starting to design the label.

1. Move the pointer to the **Field names** box. The fields you define in this box must correspond to the information in the data file.
2. Click on the **New** button. You see the 'Edit Field Name' window.



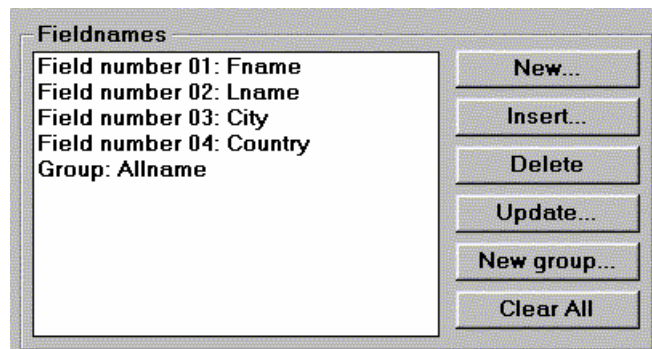
3. Type the name of the first field, for example 'Name', and click on **OK**. If you want to make a constant field (a field with text only in the database system, but not on the TXT file itself) Select 'Constant field'. A text box will be shown and allows you to enter fixed data into this. A

constant field is useful when making Groups and calculations.



When using the option “Fixed field lengths” you will see a new text box in the dialog box “ Edit Field Name”. In this text box you have to enter the no of characters that

4. Repeat this for each of the other fields. The ‘Field names’ box may now look like this:



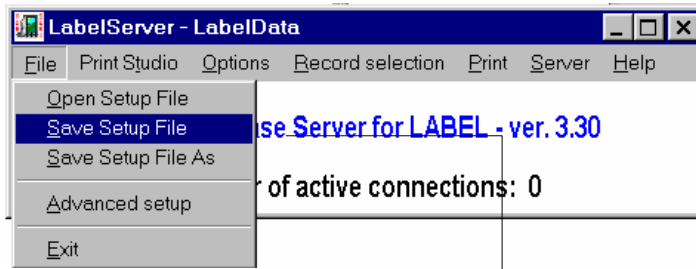
5. When you are ready, click on **OK** to close the window.

---

## STEP 4: Save the setup

---

1. You see the startup window:



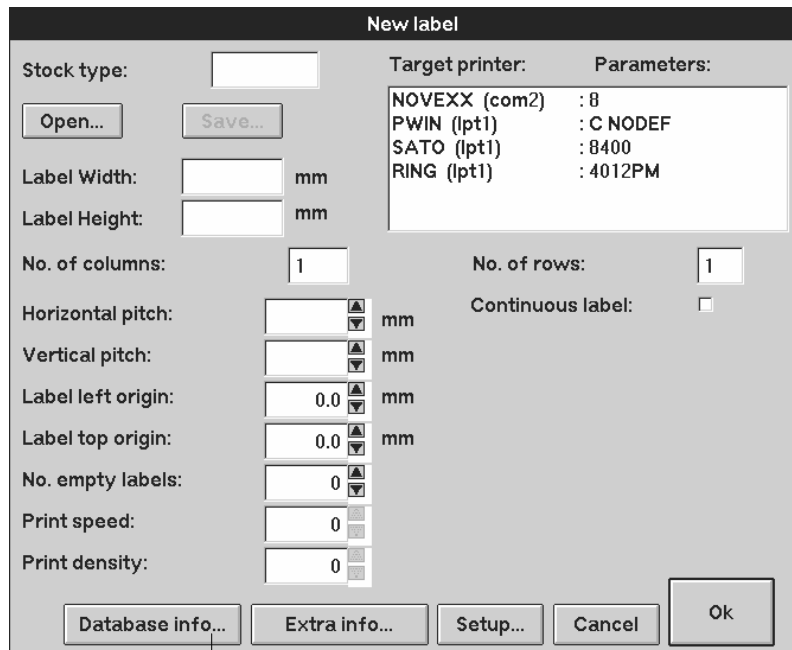
2. From the **File menu** choose **Save Setup File**. This will save the file as default by the name it was opened with (ADBSERV.INI). If you want to use another name for the setting use, the menu options **Save Setup File As**.
3. Minimize the startup window.

---

## STEP 5: Open LabelCraft

---

1. Go back to the menu "Options". Select a label in the section "Labels" in the dialog box.
2. Press the button "View label...". You will now see the selected label in LabelCraft.
3. From the **File menu** choose **New**. You see the 'New Label' window.



3. Click on **Database info**. You see the 'Database Information' window.

	Name:	Topic:
1:	LabelServer	LabelData
2:		
3:		
4:		

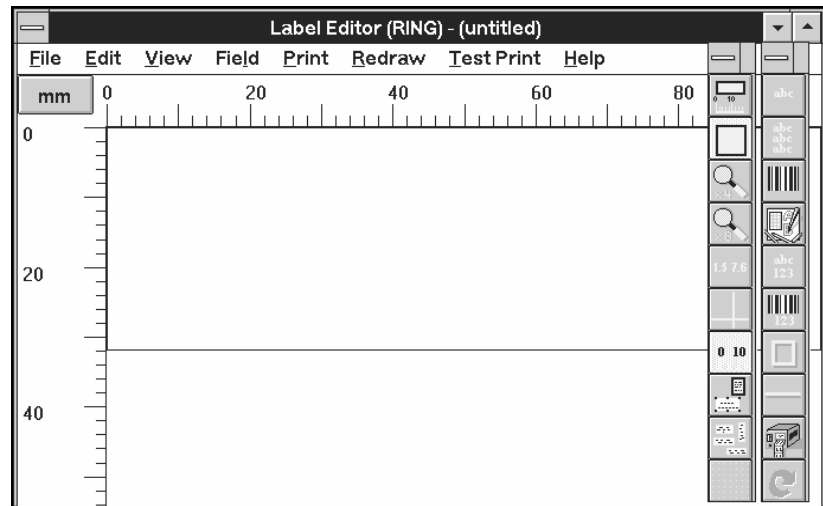
4. Ensure that the **Server name** and **Topic name** are the same you used in Step 1, substeps 3 and 4. If you have just one label system, use 'LabelServer' and 'LabelData'. If you use up to four label systems at the same time, each system must have a different server names/topic names. See 'Using different label systems'.
5. Click on **OK**.

## STEP 6: Design the label

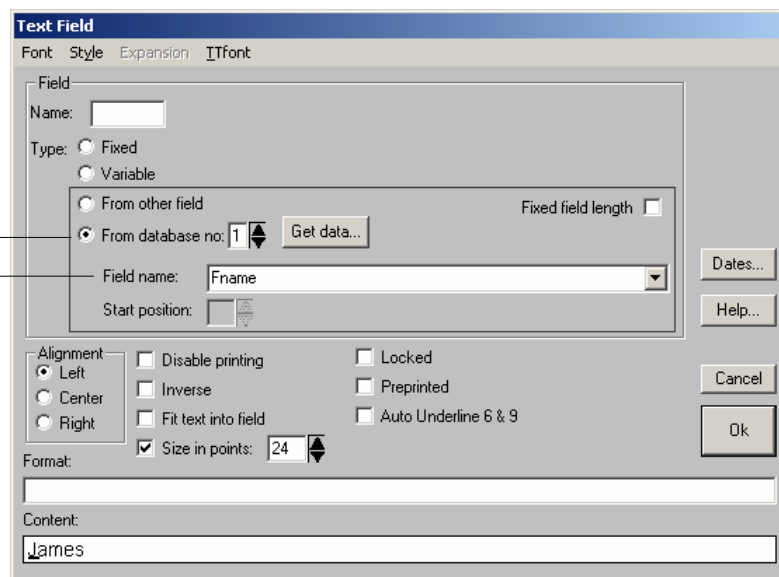
1. Type the Label Width and Label Height.
2. Choose Target printer.

Stock type:	Target printer:	Parameters:
<input type="text"/>	NOVEXX (com2)	: 8
<input type="button" value="Open..."/>	PWIN (lpt1)	: C NODEF
<input type="button" value="Save..."/>	SATO (lpt1)	: 8400
Label Width: <input type="text" value="100"/> mm	RING (lpt1)	: 4012PM
Label Height: <input type="text" value="32"/> mm		
No. of columns: <input type="text" value="1"/>	No. of rows: <input type="text" value="1"/>	
Horizontal pitch: <input type="text" value="0.0"/> mm	Continuous label: <input type="checkbox"/>	
Vertical pitch: <input type="text" value="0.0"/> mm		
Label left origin: <input type="text" value="0.0"/> mm		
Label top origin: <input type="text" value="0.0"/> mm		
No. empty labels: <input type="text" value="0"/>		
Print speed: <input type="text" value="0"/>		
Print density: <input type="text" value="0"/>		
<input type="button" value="Database info..."/>	<input type="button" value="Extra info..."/>	<input type="button" value="Setup..."/>
<input type="button" value="Cancel"/>	<input type="button" value="Ok"/>	

3. Click on **OK**. You see the 'Label Editor' window. A box indicates the label size.
4. Click on the **one-line text field icon** (or choose **Field/Text** from the menu). You see the 'Text Field' window.

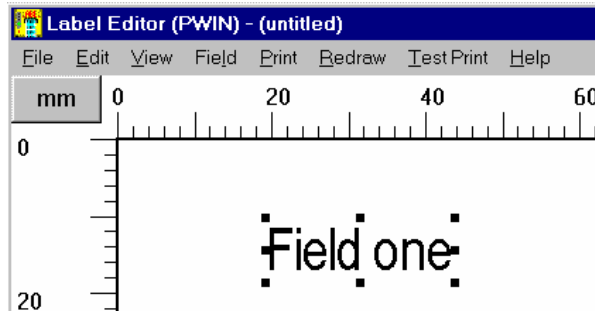



5. Click on **From database no.** and choose the data file you want from the list. You can have up to four data files. Always choose **1** if you have just one label system. (If you have several label systems, see the section 'Using different label systems'.)



6. From the Field name list choose the first field you want to edit, for example 'Fname'.
7. Click on the button "**Get data**".
8. ASCII File Server fetches the text from the first line in the data file and places it in the 'Contents' field. Click on **OK**.

9. You see that the ASCII File Server has placed the text in the label box. Position the text by dragging it.



10. Repeat sub steps 5 through 9 for the other fields.
11. From the Menu Line choose **File/Save as**.
12. Give the label a name and save it in the **Label** directory.
13. In the top right hand of the screen you will see the following dialog box:  
  
Click on this button to go back to LabelCraft.
14. You will come back to the dialog box "Specify ADBSERV options" in ADB32 program.

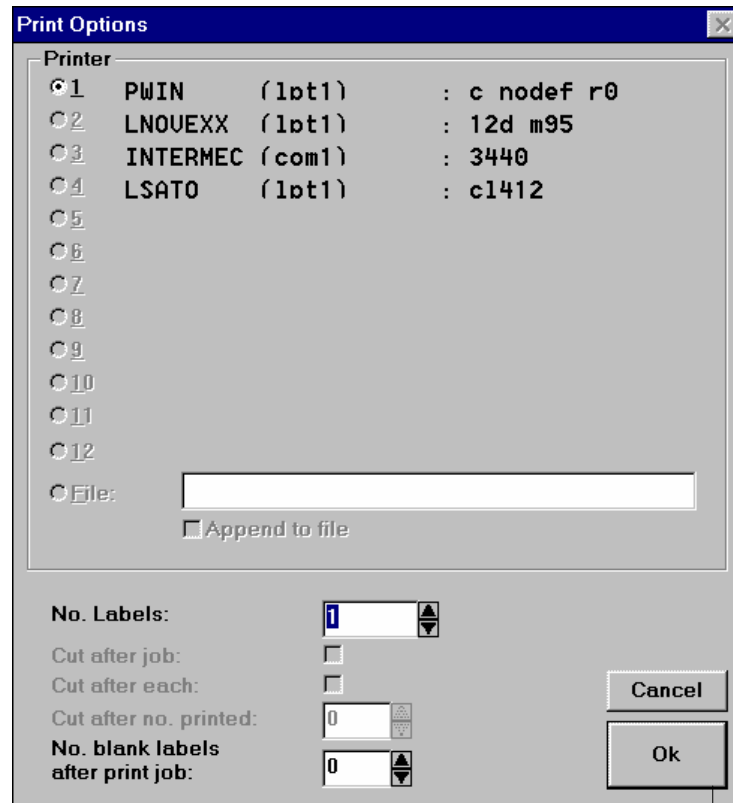
---

## STEP 7: Print the labels

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1. Click on **Print**.  
You see the 'Print Options' window.



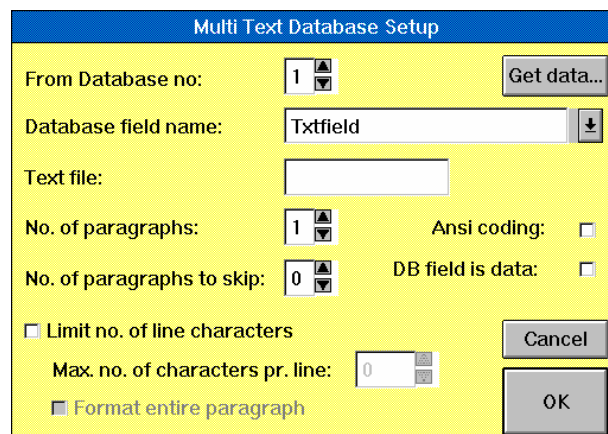
2. Click on **OK**.

NOTE! If you click on **AutoPrint** in the 'Specify ADBSERV options' window, the system will start printing directly, without opening the 'Print Module' window. You are also able to print from the menu selection "**Options**" in ASCII file server program. Select the label file that you created in step 6. Then click on the button **Print**.

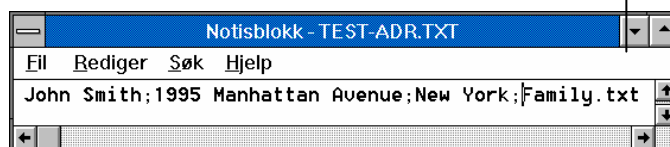
## Multiline textfields

It is possible to import multiline textfields from a file.

1. Start ADB-server
2. From LabelCraft, click on Multiline textfield.
3. In the 'Text Field' window, click on **From database no.** and **Database setup.**
4. Give the right Database field name and click on **Get data.**
5. Textfile name will be read from database file, and ASCII File Server fetches the text from text file, and places it in the **Contents** field.
6. Click **OK.**



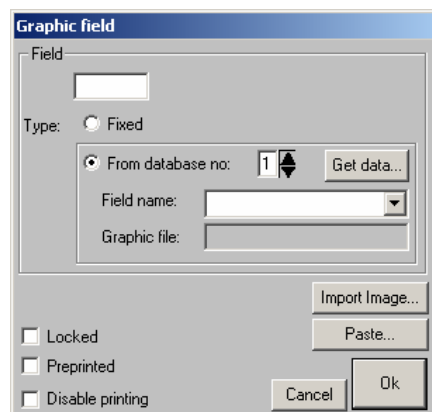
The fieldname **txtfield** is a textfile name in the database file.



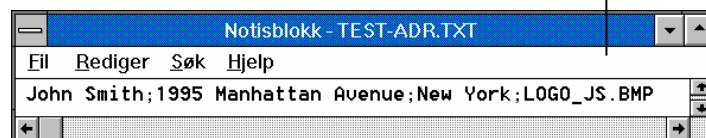
## Graphic fields

Logos, figures and other bitmaps can easily be imported to the labels. Example is shown below:

1. Start ADB-server.
2. From LabelCraft, click on **Graphic field**.
3. In the 'Graphic field' window, click on **From database no** and choose the right field name. Click on **Get data**.
4. ADB-server will read the file name (default .bmp) from database file, and place it on the label.
5. Click **OK**.



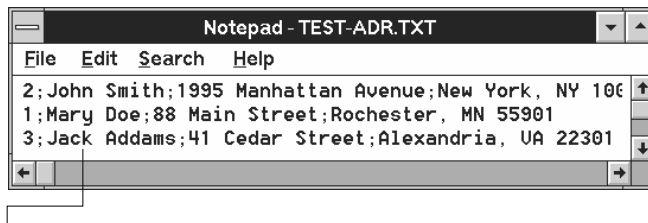
ASCII File Server will fetch the file LOGO\_JS.BMP, and it will be printed on the label.



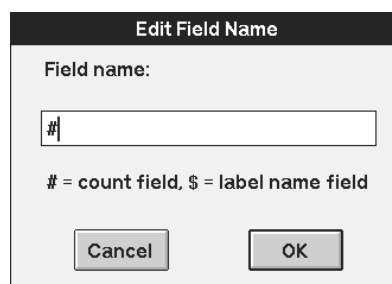
## Printing different quantities of each label

The ASCII File Server enables you to print as many copies of each individual label as you want. To define the number of copies for each label, you must include a 'count' item in the data file.

1. In the 'Specify ADBSERV options' window, click on **Browse file**. You see the data file.



2. For each line, type a number specifying the number of copies you want of that label. Remember the separator (semicolon).
3. Save the file and close Notepad. The system returns you to the 'Specify ADBSERV options' window.
4. Move the pointer to **Field names** and click on the **New** button.
5. In the **Field name** text box type #.

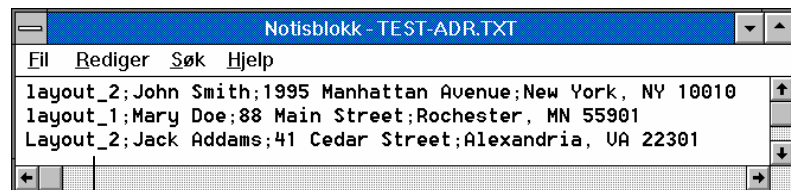


6. Click on **OK**. You see that the system has included the 'count' field in the field name list.

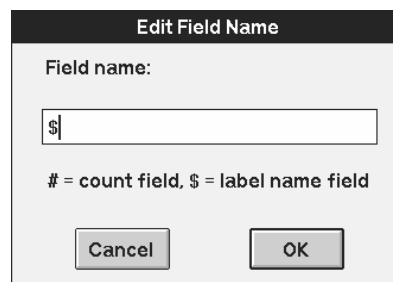
## Labels with individual layouts

To define an individual layout for each label, you must include a 'layout' item in the data file. This item contains the name of a layout that has been defined and stored in LabelCraft. To include a layout item:

1. In the 'Specify ADBSERV options' window, click on Browse file. You see the data file.



2. For each line, type the name of the layout you want for that label. Default file name is .lbl.
3. Save the file and close Notepad. The system returns you to the 'Specify ADBSERV options' window.
4. Move the pointer to **Field names** and click on the **New** button.
5. In the **Field name** text box type \$.

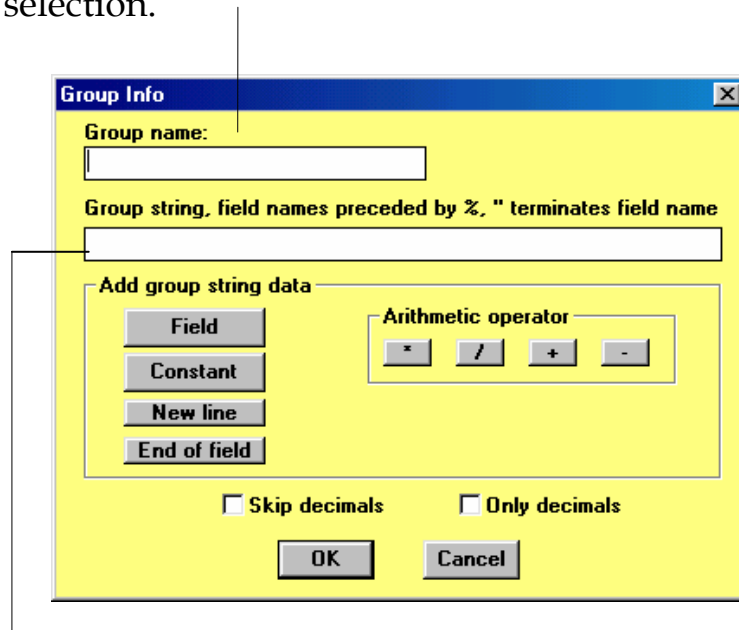


6. Click on **OK**. You see that the system has included the 'layout' field in the field name list.

## Group selection (combined fields)

A group selection is a field that consists of two or more single fields. For example, you can merge the fields 'artno' and 'type' to create a single field named 'artnotype':

1. In the 'Specify ADBSERV options' window, click on **New group**. You see the 'Group info' window.
2. In the **Group name** field, type a name for the group selection.



3. In the **Group string** field, type the fields that the group selection will consist of. Use a % as a separator. You are also able to add fields into the group by pressing the button 'Field' this will open a new dialog box where you select fields defined in the 'database'. If you need space between fields add these before adding a new field. You are also able to use simple arithmetic operations in this group function. If a field contains a price you are able to make a new price based on a constant. This constant can be written directly into the group string or be defined as a constant field. See the following examples:

Group string:

[%price<\*>%dealerpr] ; where 'price' is located in the

text file and where 'dealerpr' is a defined constant in the database setup.

[%price<\*>%1.05] ; where 'price' is located in the text file and where '%1.05' was added into the group function by pressing the button 'Constant'.

4. When you create the label, choose the group selection from the 'Field names' list. The two fields 'Fname' and 'Lname' will be printed as a single field on the label.
5. There is also a new function that allows the user to insert a <CR> between each of the fields. Select the field and push the button "New line". The field name will be followed by <L>, which indicates a carriage return. This group has to be inserted as a multi-line text field or into a Datamatrix or PD417 field to be used.

## Printing selected information from the data file

The ASCII File Server has advanced selection routines that enable you to choose exactly which items to include in a printout.

1. In the 'Specify ADBSERV options' window, click on **Record selection**.
2. You see the window 'Set record selection criteria'. You can define up to four selection criteria. You do this by using special symbols or *operators*:

Operator	Explanation	Example
=	is equal to	Postal code = NY 10020. You include all customers with this postal code.
>	is greater than	Postal code > NY 10020. You include all New York customers with postal codes higher than 10020.
<	is less than	Postal code < NY 10020. You include all New York customers with postal codes lower than 10020.
>=	is greater than or equal to	Postal code >= NY 10020. You include all New York customers with postal code 10020 and higher.
<=	is less than or equal to	Postal code <= NY 10020. You include all New York customers with postal code 10020 and lower.

NOTE! The operators also work on letters. For example, 'Name < D' means that you include all customers with names starting with A, B or C.

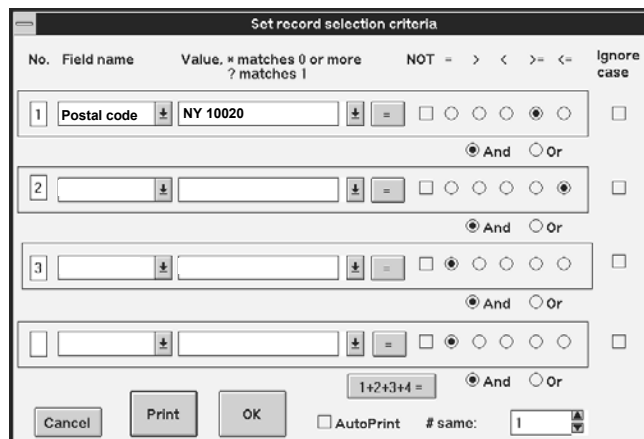
By clicking on 'NOT', you get the *opposite* of what you chose.

You can combine the selection criteria by clicking on 'And' or 'Or':

And	Both criteria must be met
Or	One criterion must be met

You will now learn how to define selection criteria. In our example you want to include all New York customers who have postal codes 10020 to 10080 *and* names that start with A.

3. In the top **No. field** type **1**.
4. From the **Field name** list choose the field you want to base the selection on, for example 'Postal code'.
5. Click on the = button. The ASCII File Server loads all the postal codes into the 'Value' list.



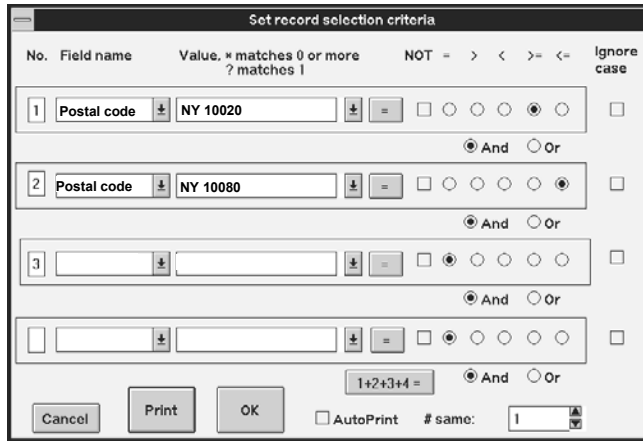
6. From the Value list, choose the value you want, for example 'NY 10020'.

7. Click on the **Equal or larger** operator (**>=**).

*The selection now includes New York customers with postal code 10020 or higher.*

8. Click on the **And-button**.

9. In the next **No. filed** type **2**.

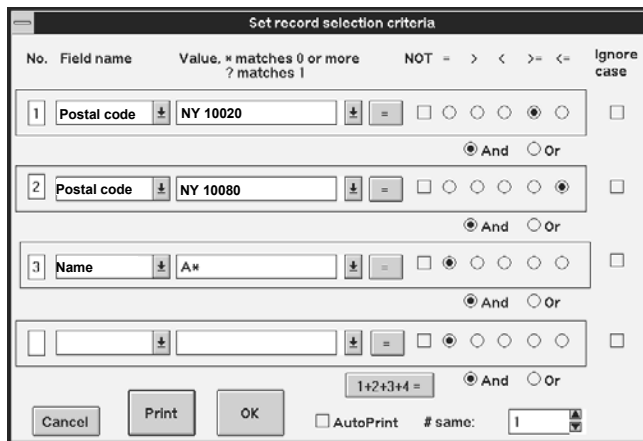


10. Choose **Postal code <= NY 10080**.

*The selection now includes New York customers with postal code from 10020 to and including 10080.*

11. Click on the next **And button**, type **3**, choose **Name**, type **A\*** in the **Value field**, and click on the **Equal operator (=)**.

*The selection now includes New York customers with postal code from 10020 to 10080 and names that start with A.*



12. Click on **Print**.

If you check 'AutoPrint', the ASCII File Server will start the printout directly, without opening the 'Print Module' window.

---

## Advanced selection criteria

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## Wildcard characters

In the 'Value' field, you can use the wildcard characters? **(Question mark)** and **\* (asterisk)**:

?	Replaces a single character. Example: In a product list you can type <b>B????</b> to include products with the colors <u>BROWN</u> and <u>BLACK</u> (but not BLUE).
*	Replaces any number of characters. Example: Type <b>A*</b> to include all names starting with A.

## The '1+2+3+4' button

By clicking on the '1+2+3+4' button, you can combine two or more selections and place the result in the 'Value' list. You can then process this new selection further, for example by combining it with other selections.

1. Define selection criterion No. 1, for example 'Name = K'.
2. Define selection criterion No. 2, for example 'Postal code = NY 10020'.
3. Click on the **1+2+3+4 button**.
4. The ASCII File Server combines the two selection criteria and places the result in the 'Value' list on line one. This list will now include all customers who have postal code NY 10020 and names that start with K.

### Note:

**No. fields must be empty when record selection is not used. When using record selection, other activities cannot read from database file.**

## Using different label systems

When you install the ASCII File Server, it has a setup file named ADBSERV.INI. This file opens automatically when you start the system.

If you want to use different label systems (one for your customers, one for your products and so on), you should create a setup file for each system. Switching from one system to another will then be very easy, since the setup files have recorded all the choices you made.

To create a new label system with its own setup file:

### *In the ASCII File Server:*

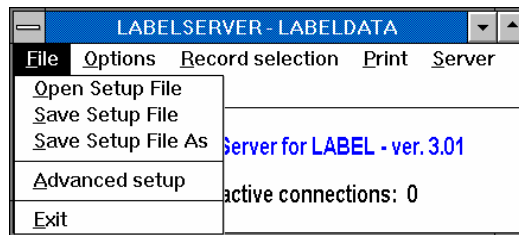
1. Start the ASCII File Server.
2. Click on **Options**.
3. In the fields **Server name** and **Topic name**, the system suggests 'LabelServer' and 'LabelData' respectively. These names identify the original setup file (ADBSERV.INI). To create a new system, with a new setup file, you do not need to type in new names. You can choose any names you like. If you want to have up to four systems at the same time, you must give different server names/topic names.
4. Choose the data file you want and create the label fields.
5. From the **File menu** choose **Save setup file**.
6. The ASCII File Server creates a new setup file for this label system.

### *In LabelCraft*

1. In the 'Database information' window you see the names of the labels systems that you have defined.

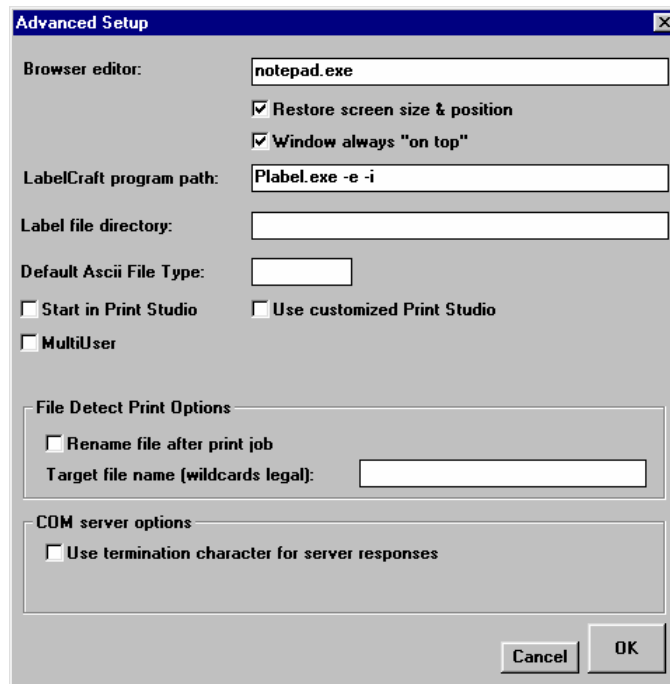
2. Choose the label system you want to use; that is, *the same as in the ASCII File Server*.
3. Click on **OK**.

## Advanced setup



Advanced setup enables you to choose following settings:

- choose browse editor, default editor is notepad.exe
- restore screen size and position
- ASCII File Server window always on top
- open LabelCraft and desired label by clicking «Print» on ASCII File Server's menu line and in «Options» by click on button 'View'.  
Note! use parameter -e and -i in order to start LabelCraft directly in edit mode and as an icon.
- If the label file is located in another directory put the label path into the text box 'Label file dir.'
- If using another TXT type as for instance a CSV file type this in the text box for 'Default ASCII File Type'
- If you want to start the application in Print studio or a special Print studio or as a multi-user database mark the correspondent option.
- To rename the file instead of deleting it after using the menu option "**Server | File detect print**". Target name can be wild cards.
- COM server options to allow the usage of termination character in server responses. The termination character must be entered in a HEX value.



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## File: LABEL.INI

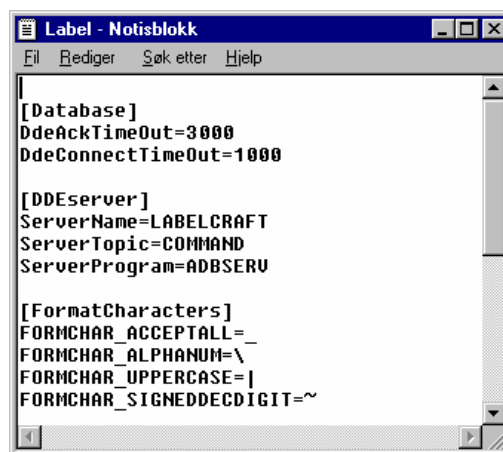
---

File LABEL.INI enables you to define your formatting characters if the default conflicts with your character set.

DDE server defines which server program is to be used.

ServerProgram=ADBSERV; Using ASCII File Server

ServerProgram=ODBC2000, Using ODBC Server



### NOTE!

Do NOT change DDE server ServerName or DDE ServerTopic. If these two settings are changed, LabelCraft will not be able to receive data from the programs ADBSERV or ODBC SERV.

# Server

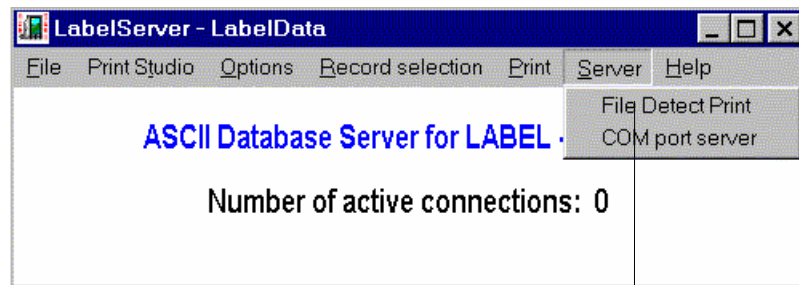
---

## Automatic printing

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If you receive files for printout from a host computer, you may find it impractical to save all these files. Instead, you can instruct the ASCII File Server to print the files automatically, and then delete them from your PC:

1. Start the ASCII File Server.
2. In the 'Specify ADBSERV options' window, specify the name of the file you want to print automatically.



3. In the startup window, choose **Server / File Detect Print**.

Next time a file with this name arrives, the ASCII File Server will print it and then delete the file from your PC.

Wildcards (\*.txt) is possible. The files will be detected, printed and deleted in order of appearance.

**NOTE!** If you want to test this feature, please make sure that you have a copy of your .TXT file. After printing the .TXT file will be deleted. The record selection must be setup to be 'Blank', since this will override the possibility to print more than one record.

---

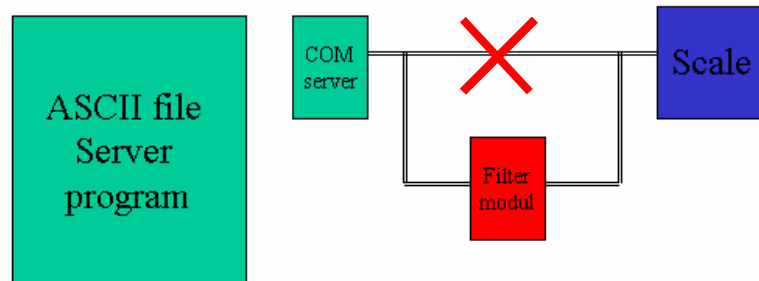
## COM port server

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The COM port server is a function within the ASCII file server program that enables the use of data from a COM port to print labels. The COM port server has its own protocol. This protocol is described in [COM Port Server packet protocol](#). In most cases, you must write a filter module to convert the data stream from the source to be readable by the COM Port Server. Please visit our web site [ [www.labelcraft.net](http://www.labelcraft.net) ] to download a sample file for a scale.

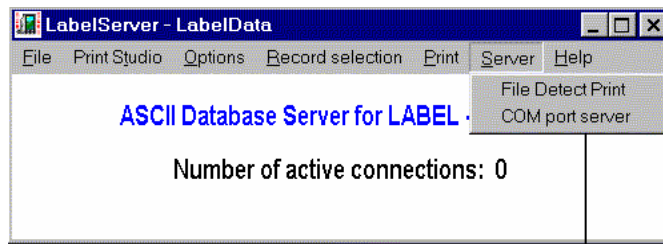
If you have a filter module (must be ordered separately or built by your self), you can connect digital scales or other instruments to your PC and print labels with variable specifications. The ASCII File Server prints the labels automatically the moment COM port server detects data from the instrument.

## COM port server

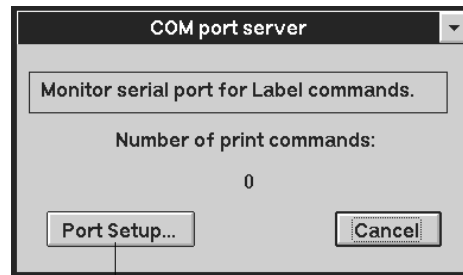


### To set up the COM port system:

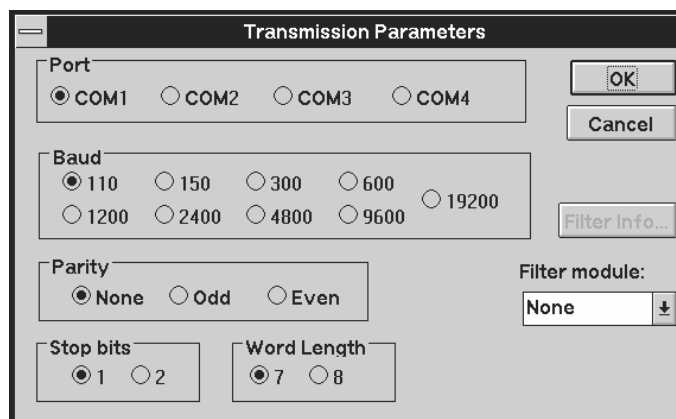
1. Contact your dealer to find out which types of scales or instruments you can use.
2. Connect the device to the serial port (COM-port) of your PC.
3. Start the ASCII File Server.



4. From the startup window choose **Server / COM port server**. You see the window 'COM portserver'.



5. Click on **Port Setup**. You see the window 'Transmission Parameters'.



6. From the list **Filter module** choose the correct type of device, if any. If not, make your COM port setup and click OK, then go to item 10. If you have a device needing filter module setup, proceed on item 7.
7. Click on **Filter Info** to see the filter parameters.
8. Click on **Setup** and choose  
- current function for the specific filter

9. Click on **OK**.
10. Place something on the scale (if a scale is used)
11. Go back to the startup window and click on **Options**.  
You see the 'Specify ADBSERV options' window.  
The field names are automatically defined.
12. Save the setup.
13. Start LabelCraft and design the label.



FIELD, <Name>,<Data>	Send label field data	
	Parameters:	<NAME> name of field <DATA> field data
	Response:	0
Example:	<STX>FIELD,NAME, Tom Smith<CR>	

PRINT, <nLabels>	Start printing	
	Parameters:	<nLabels> No. of labels to print
	Response:	0 if print started 8 if LabelCraft program not loaded 7 if LabelCraft is busy printing NOTE! When printing is finished, the server sends a 2 to the host computer
Example:	<STX>PRINT,5<CR>	

REFRESH	Refresh LabelCraft screen with the new data	
	Parameters:	
	Response:	
Example:	<STX>REFRESH<CR>	

ALARM	Get alarm code from printer	
	Parameters:	
	Response:	
Example:	<STX>ALARM<CR>	

RIBBONLENGTH	Get ribbonlength from printer	
	Parameters:	
	Response:	
Example:	<STX>RIBBONLENGTH<CR>	

ICON	Iconize LabelCraft	
	Parameters:	
	Response:	
Example:	<STX>ICON<CR>	

EDIT	POPUP LabelCraft (from being iconized). Prepare for label editing.	
	Parameters:	
	Response:	
Example:	<STX>EDIT<CR>	

RESETRIBBONLENGTH,port	Reset ribbon length for printer on port If port not specified, DEFAULT port for label will be used	
	Parameters:	
	Response:	
Example:	<STX>RESETRIBBONLENGTH,port<CR>	

FLUSHLABEL	Be sure last label in a batch is printed, even if not all rows/columns are filled up.	
	Parameters:	
	Response:	
Example:	<STX>FLUSHLABEL<CR>	

The following table summarizes the possible status responses from the COM port server:

- 0 -Packet accepted / COM server ready
- 1 -LabelCraft is busy printing
- 2 -Printing finished

- 7 -LabelCraft is busy printing
- 8 -LabelCraft program not running
- 1 -Cannot open port (ALARM/RIBBONLENGTH)
- 2 -Printer is not online (ALARM/RIBBONLENGTH)
- 3 -Unknown error (ALARM/RIBBONLENGTH)

---

## Print Studio

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The print studio option is a printing studio option that enables user to specify what label to print and what ASCII file to get the data from.



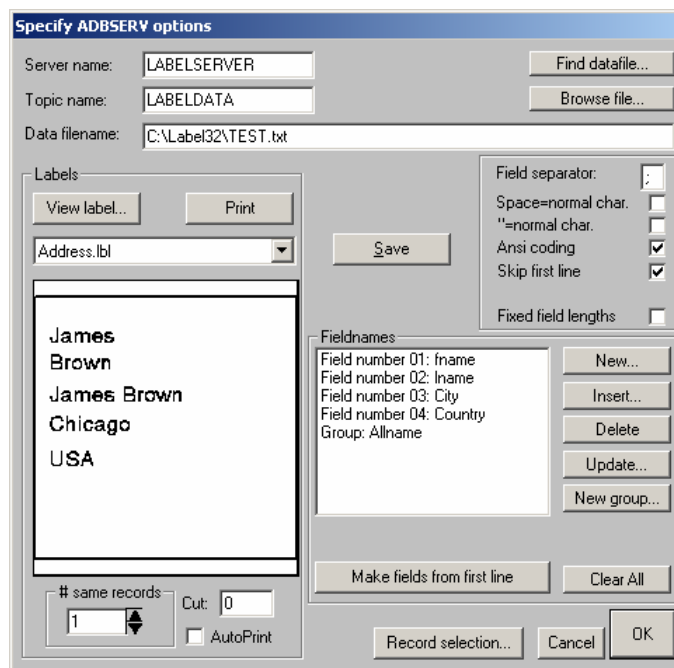
After selecting the Label the user are now able to preview the label by pushing the button View label. In normal operations the user will see a preview inside the print studio dialog box.

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## Option menu

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The menu 'Options' in LabelCraft contains many functions that will ensure an easy use of the ADBSERV.EXE program.

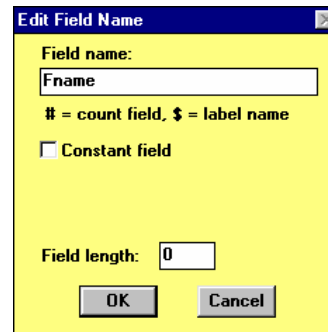


Here is a description of the different functions:

- |                    |   |
|--------------------|---|
| Server name        | Server name of this database  |
| Topic name         | Topic name of this database   |
| Find datafile...   | Opens a file selection window to select the data file to use  |
| Browse file...     | Opens the data file with the editor that is setup in the 'Advanced Setup' in the <b>File</b> menu.                          |
| Field separator    | The field separator used in the data file. If wrong file separator is used all fields will be shown as one large field.     |
| Space=normal char. | Hatching this option will make spaces in the field as normal characters.  |
| "=normal char.     | The sign is a text delimiter in normal applications. If this sign is normal sign and not a text delimiter hatch this option |
| Ansi coding        | If this file is based on MS DOS text and not Windows ANSI use this option to display special characters.                    |

**Skip first line** Select this option if the first line is a heading of the text file. *When this option is selected you will be able to generate field names based on the content of the first line.*

**Fixed field lengths** Select this option if the data fields are using fixed field length to separate the fields. When using this option you will see the following dialog box when adding a new field:



The field length is the length of the current field.

**View label...** Use the drop down box to select the label that you want to be view.

This drop down box will only show files listed in the directory that is specified in the 'Advanced setup'

**Print** Print the label that is shown in the drop down box. The No. of labels printed is the No. shown in '# same records' or if defined in the record if this is setup in field names.

**# same records** Set the No. of each record to be printed.

**Auto print** Start the printing directly without showing the dialog box 'Print' in the LabelCraft program.

**Cut:** Set the No of labels between each cut operation in the printer. Note ! Printer must be equipped with a cutter and that LabelCraft support the cutting function in this driver.

**New...** Adds a new field into the database. By default this is added as the last field.

Insert...	Inserts a new field in front of another field if this is selected.
Delete	Deletes the selected field.
Update...	Updates a selected field, and enables a user to change the data of this field.
New group...	Adds a new group in database. See 'Group selection'
Clear All	Delete all fields that is defined.  Note! This is not a reversible function. Pressing this button could mean a lot of damage.
OK	Close the Option dialog box.  Note! The setup file is not updated. To update the setup file select <b>File</b> menu and 'Save setup file' or 'Save setup file as'.
Cancel	Cancel all changes and close the dialog box.
Record selection...	Opens the dialog box 'Record selection'. This dialog box is also shown when selecting <b>Record selection</b> in the menu bar.

# **PART 3: ODBC2000 Server**

## Introduction

ODBC (Open DataBase Connectivity) is a Microsoft Windows addition, which allows application programs to access databases of various kinds, using a common interface.

Currently, ODBC supports all major database systems (and data source types), for example, Microsoft Access, Microsoft FoxPro, Microsoft Excel. dBase, ORACLE, Paradox, databases supporting an SQL server and ASCII text.

The ODBC Server for LabelCraft thus provides access to all major database systems, using the same kind of interface.

Furthermore, using the ODBC Server to access a database has the following advantages:

- Data is fetched directly from the database instead of being copied and stored separately. This means that you use the most up-to-date data, and you avoid the possible problem of keeping two separate copies of data.
- Keeping the data only in one database means that maintaining security is easier.

### NOTE !

**Microsoft ODBC comes in a 16-bit and 32-bit version, and the drivers for the 16-bit and 32-bit are not compatible. It is not possible to connect a 16-bit application to a 32-bit ODBC driver, but you will in many cases be able to read from a 16-bit database if the 32 bit ODBC driver support this option. ODBC2000 is a 32-bit application and will only run when using the following operating systems: Windows 95, 98, Me, WinNT 4.0, Windows 2000 and Windows XP (Home and Pro)**

## The ODBC2000 and LabelCraft

When the ODBC2000 program is used it is to find data and to generate a label based on this. It could be one label or it could be many labels depending on the selection that has been done. A record selection is a query that is sent from the program through the ODBC driver and into the database to retrieve data corresponding to the criteria set in the query.

ODBC2000 will handle relation databases and using queries that will make selections across tables and fields. But bear in mind that queries that are linked through several tables may have long response time depending on the structure of the database you are using.

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### Starting the ODBC2000 program

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To start the program select the ODBC2000 program icon in your LabelCraft program group. When you start the program, you will see a dialog box to select what language to use. Select the language and press the “Ok” button.



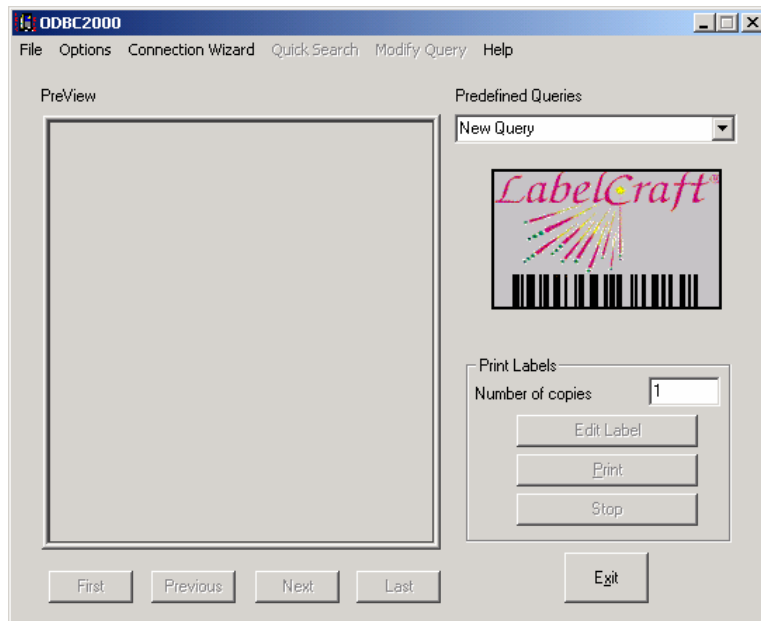
The program will now load LabelCraft program as well as the ODBC2000 program.

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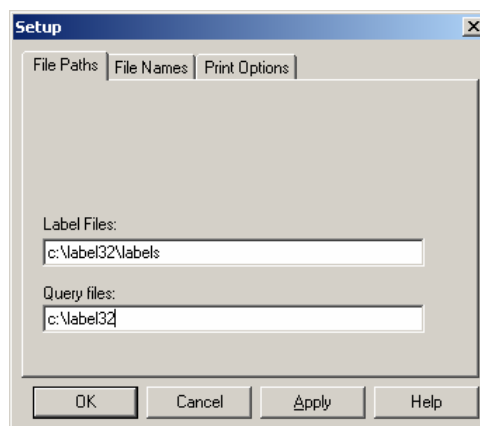
### Setting up the ODBC2000 program

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When you are going to use the ODBC2000 program it will in most cases be working without any problems. But if you are setting up the program to use another directory or other there is a probability that you have to modify the program setup. This is very easy to do. Select “**Options**” on the menu bar. Then select “**Setup**”.

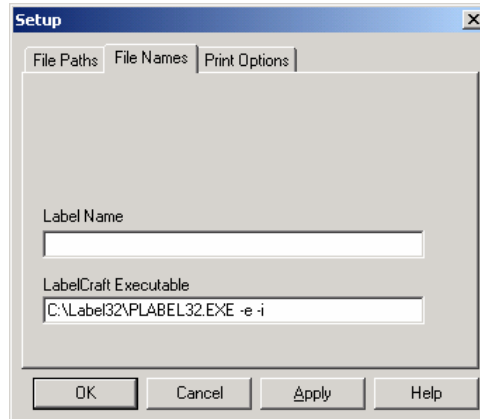


Then select “**Setup**”. You will then see the following dialog box:



Under the first Tab (Files Path's) you can set up the paths for the placement of the Label files (\*.LBL) and Query files

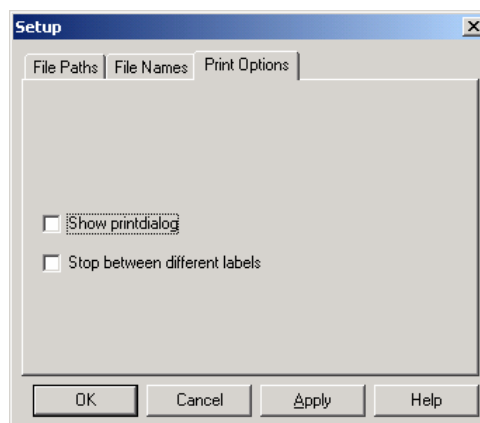
(\* .QRY). These paths will be the new default paths for the program to use.



Under the second Tab (File names) you can set up the default label file to be opened when starting the program, as well as giving a new path to start the LabelCraft program from.

NOTE! After Plabel.exe there are two parameters enclosed (-i -e). These two parameters will ensure that the program is opened in Edit mode and as an icon on the desktop.

Under the third Tab (Print options) you can set up the program to show the print dialog box when printing. This option will allow you to change the printer when printing the query / Selection.



The options Stop between different labels will not work in the quick search mode. It will function with the Print

button in the main window or when using the Print button in “Modify Query” window.

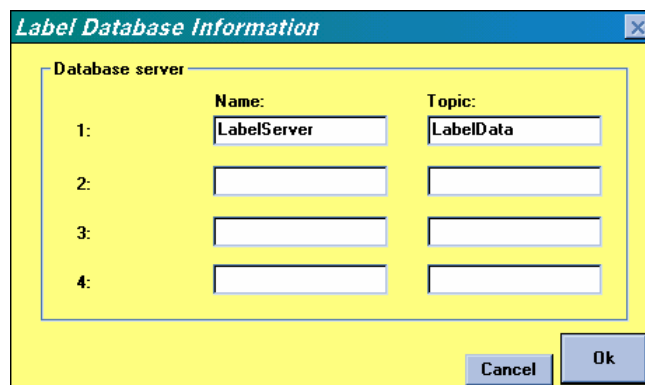
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## Setting up LabelCraft to use the ODBC2000 program

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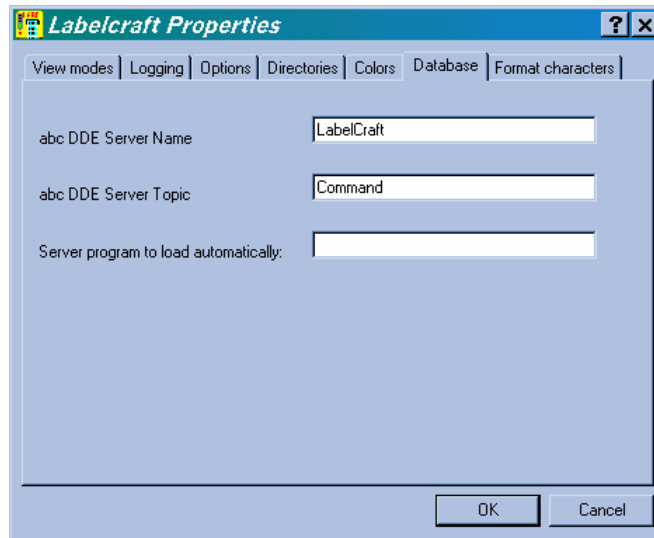
In normal cases there is no need to setup LabelCraft to get data from the ODBC2000 program. If you have previous label files (\*.LBL) that have been used and want to use the layout and the format of the fields again you will have to modify the format of the label files. This modification is easy to do, but it must be done on all the old labels that you want to use.

Open LabelCraft and select menu option “**File | Modify Format**”. Then click on the button “Database info...”. The following dialog box will be shown:



Make sure that the name and topic is the same as the one shown in the picture.

In some cases there has been some misunderstanding regarding the input in the setup part of the LabelCraft program. Please note that database option (tab) of the menu option “**File | Setup**” the following data must be in place:



If these are changed ODBC2000 will not be able to communicate with LabelCraft.

## How to use ODBC2000

In this section, you will find some examples of using the ODBC2000 to fetch data from a database and into LabelCraft.

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### Example 1: How to use a database to make nametag labels.

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In this example, you will see how the ODBC Server is used to fetch data from a simple database to produce labels.

The data is stored in a Microsoft Access database, and is supplied with LabelCraft

#### The database

The database is a simple Microsoft Access database containing several tables, but we are using the table 'Student'. The following fields will be used in LabelCraft:

- StudentId
- Name
- GradYear

All these fields are text fields.

#### Defining the data source



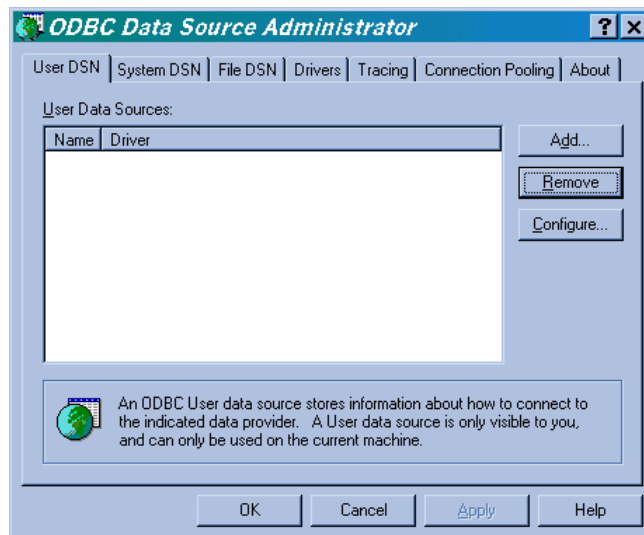
ODBC Data Sources (32bit)

ODBC2000 uses the connections that are in place in the USER DSN and SYSTEM DSN. In most cases these are in place, but we will define an USER DSN from scratch. This new USER DSN is setup to be working on a specific file (STDREG.MDB). This file is a Microsoft Access database.

First, establish the connection to a Microsoft Access data source.

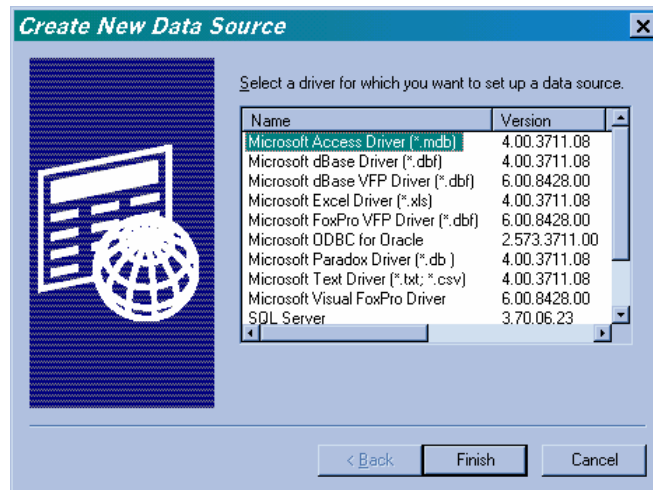
1. This is done by starting the Windows **Control Panel**, and double-clicking the **ODBC 32 icon**.

The 'ODBC Data Source Administrator' dialog box is then shown:

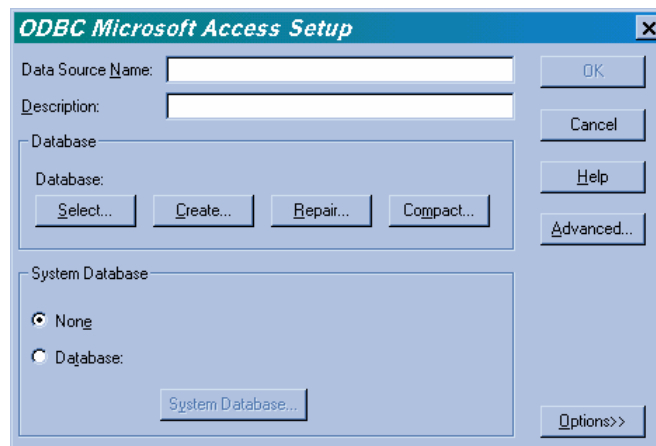


2. In the 'ODBC Data Source Administrator' dialog box, click **Add**.

The 'Create New Data Source' dialog box is then shown:

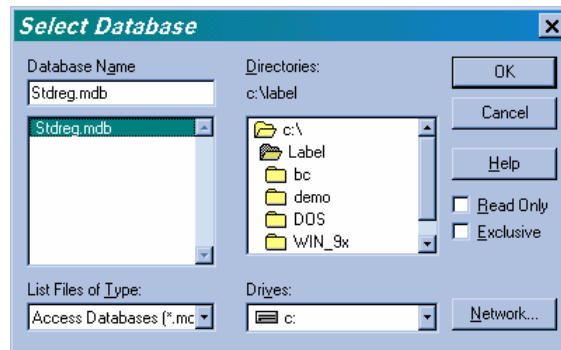


3. Select the driver that you want to use. In this case it will be the **Microsoft Access driver (\*.mdb)**. The ODBC Setup for Microsoft Access dialog box is then shown:



4. Enter a **Data Source Name** (for example Student) and an optional description.
5. We are only going to use one single database; thus this database can be set as the default database for this data source. To do so, click **Select Database**.

The Select the default database dialog box is then shown:

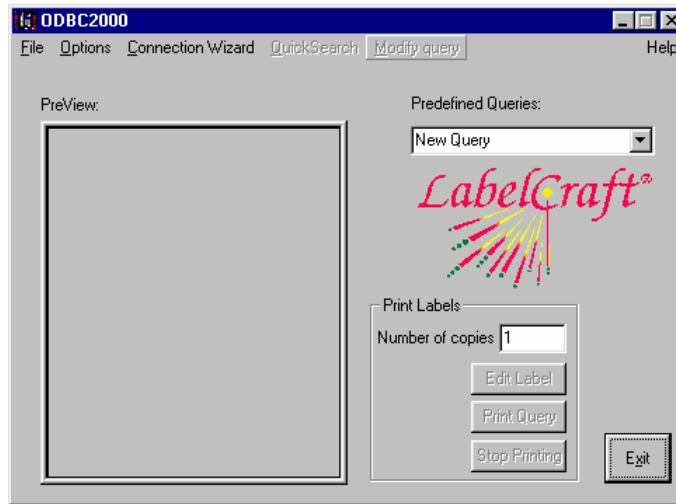


6. Enter the name of the data base file, or use the **Drives**, **Directories** and **List Files of Type** boxes to select the default database file. Then click **OK**.
7. Click **OK** in the 'ODBC Setup for Microsoft Access' dialog box.
8. Click **OK** in the 'ODBC Data Source Administrator' dialog box.
9. Exit the Control Panel.

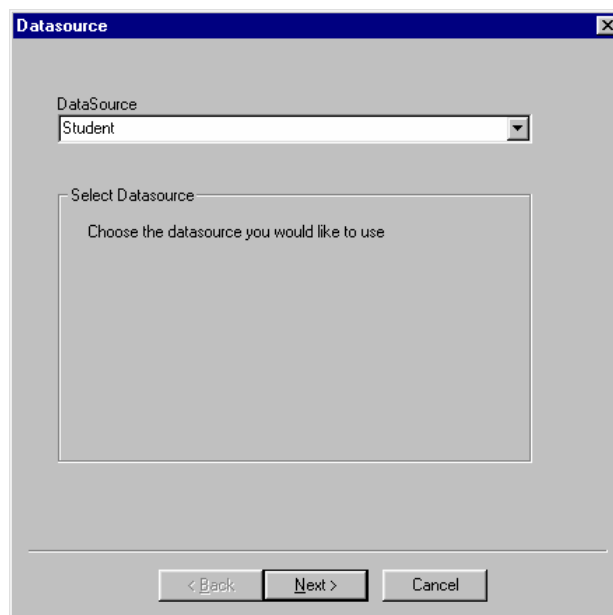
### Setting up the ODBC2000

1. First, start the **ODBC2000** by double-clicking its icon.

The ODBC DDE Server - New query dialog box is then shown:

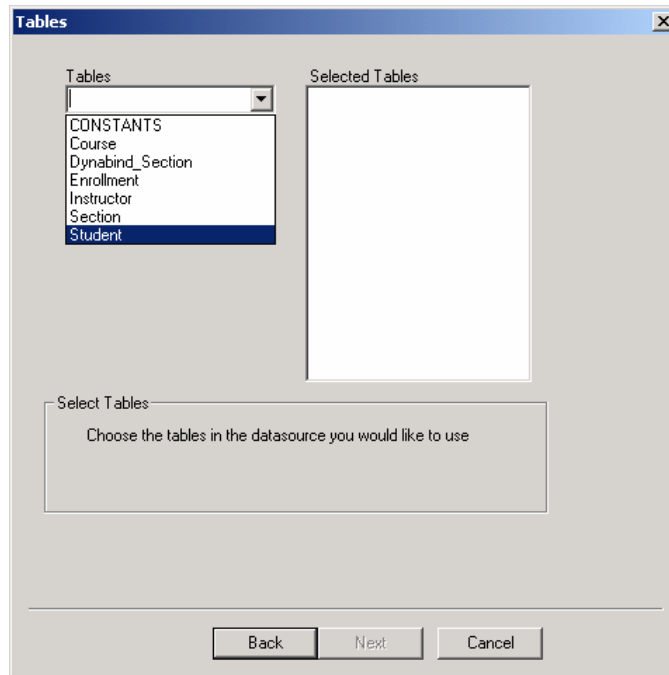


2. In the **Options** menu, select **Connection Wizard**. This will open the 'Datasource' dialog box. Select the USER DSN (Student) that we just defined.

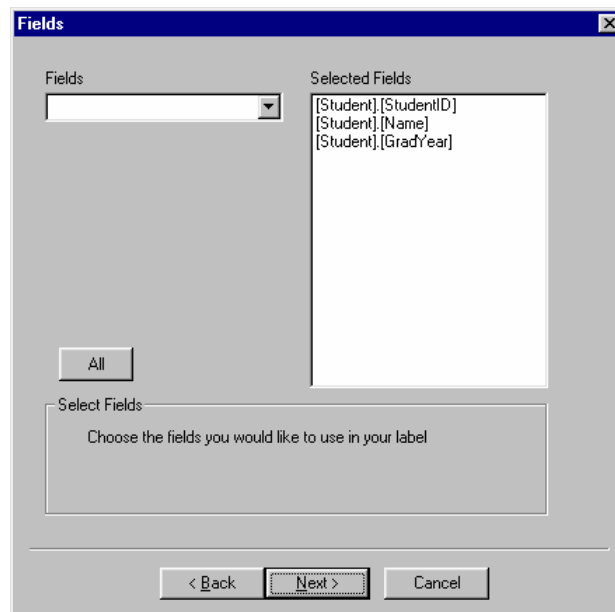


Click on the button '**Next**' to continue.

3. You will now see the 'Tables' dialog box. Select the Student table from the dropdown list to the left in the dialog box. Then push the button **Next**.



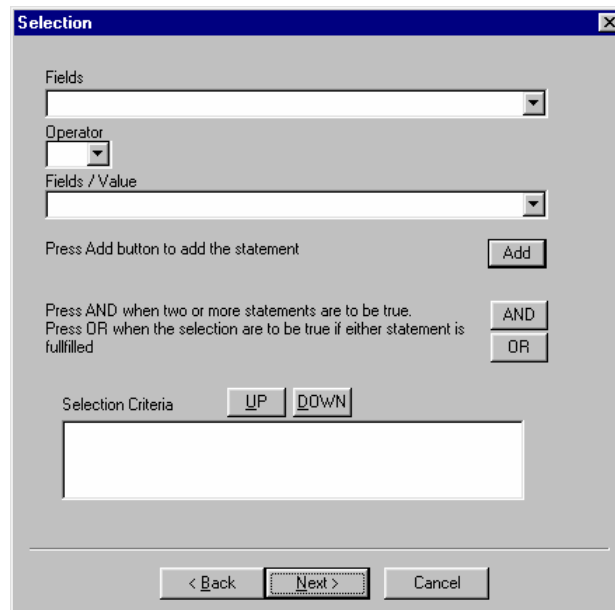
4. Next dialog box is called Fields. This dialog box enables to select what fields that you want to use.



To select all fields press the button All. Otherwise you are able to select the field one by one from the left dropdown box. If you want to remove a selected field just double click on it and it will be removed. In our example click on the button 'All' since we are going to use all three fields. Then press the button **Next**.

NOTE! Only fields that located in the tables that you selected will be available for selection. If you are missing fields go back to select the table that contains the fields you need.

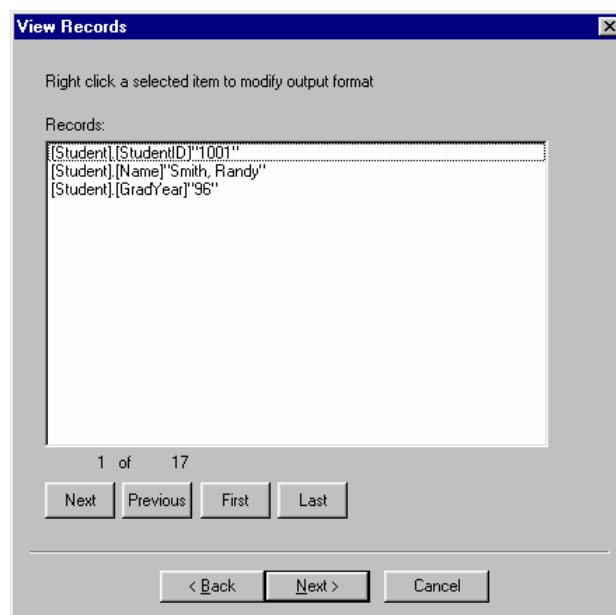
5. Selection dialog box is the next step. In this dialog you are able to do a selection to limit your data to be printed.  
In some cases this is the dialog you have to use when your selection shall be limited by selection from more then one table or that the selection criteria covers more than one field.



In this case press the button '**Next**' since we are going to use all data in this table.

**NOTE!** If you do not know what content to look for, you will be able to use the menu function "**Options | Modify Query**" after the query (selection) has been made.

6. You will now see the dialog box 'View Records'. This dialog box shows the result of the selection from previous dialog.



You are able to scroll through the selected records by pushing the buttons '**Next**', '**Previous**', '**First**' and '**Last**'. There is also an option to modify the output format of the fields in this dialog. The field types (Numerical and Date/Time) can be modified. This is done by right click on the field where you want to modify the output format. How this will be done is shown in another example.

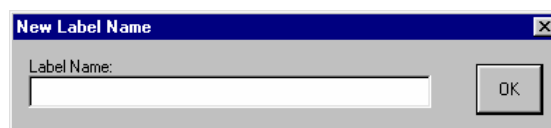
Press the button '**Next**' to continue.

7. You are now moved into the Label section of the query. The following dialog box 'Label' will now be shown on screen.

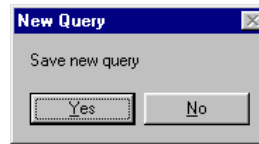


In this dialog box you are linking the query to a label file. If there is no file present select the label 'New Label' to add a new label to your system. Then press the button '**Finish**'.

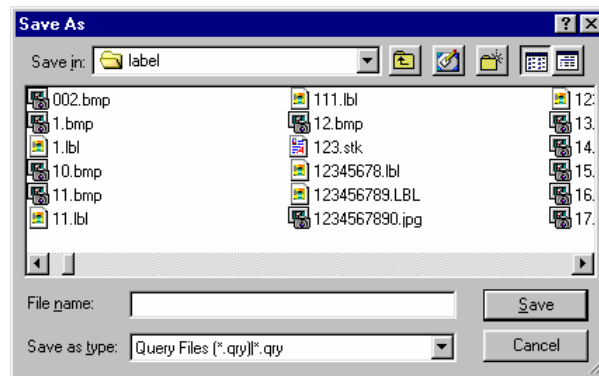
8. Now a dialog box will be opened on the screen that asks for a file name for the new label file.



Enter the name for the new label file. We are using the name 'Student'. Then press OK. The system will now ask you to save the query. Press the button '**Yes**'.

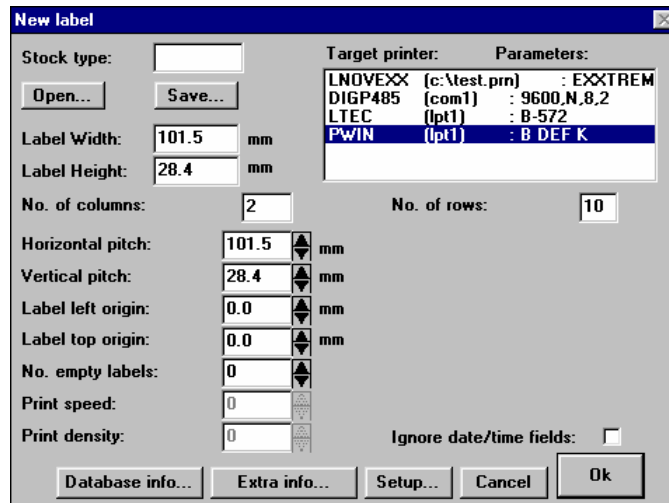


The dialog box 'Save As' will then be shown. Save the file as Student.




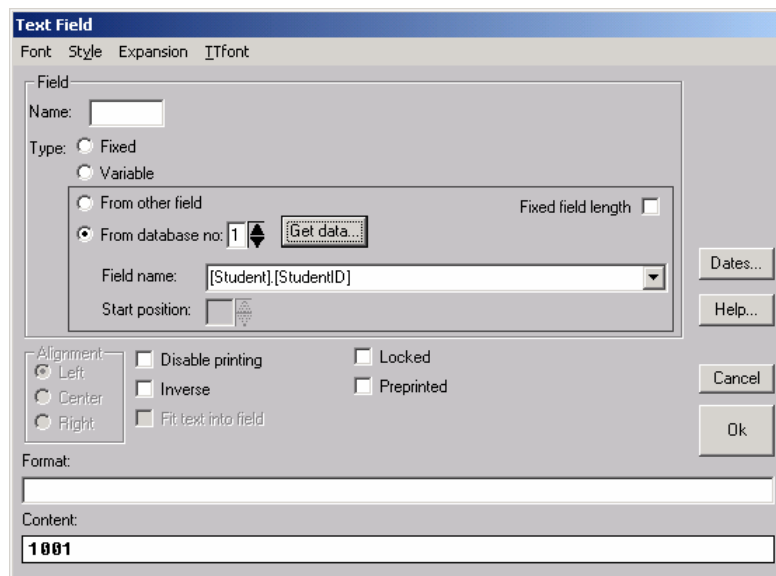
Press the button 'Save' and the query file will be saved. Then the program will open LabelCraft.

9. You will now see LabelCraft in Edit mode, but with no label defined. Select from the menu 'File | **Modify Format**'. We are using the PWIN driver and using the no. of labels across to be 2 and labels in height to be 10. This gives the following format:



Press the button 'Ok' and you will be returned to the edit screen of LabelCraft.

10. Now we are ready to add data fields to the label. Select menu option 'Field | Text...' or use the icon . You will then see the following dialog box:



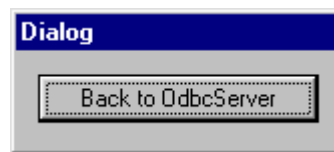
Press the Radio button (  ) 'From database no: 1'. Then select the field '[Student].[StudentID]' and press the button 'Get data...'. In the content you will

now see that the data from the first field have been inserted. Press the button 'Ok' to confirm the selection and to add the field on to the label. Then drag the field to the position you want it to be sited.

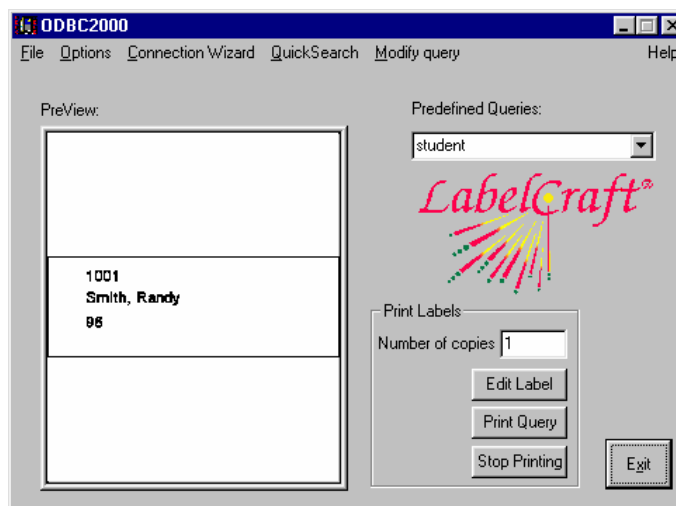
Next step is to add the rest of the fields on the label. See our result here:

1001  
Smith, Randy  
96

After all fields have been added on the label select menu '**File | Save**'. Then click on the button '**Back to Odbcserver**'. This is shown in top right corner on the screen.



11. You will now see the label on the preview part of the ODBC2000 window.



12. To print the records that have been selected press the button '**Print**' and the print process is started. If you need to print more than one label of each record change the number in the text box 'Number of copies'. NOTE! This change will be deployed on all the selected records.

### Using Quick Search to print labels.

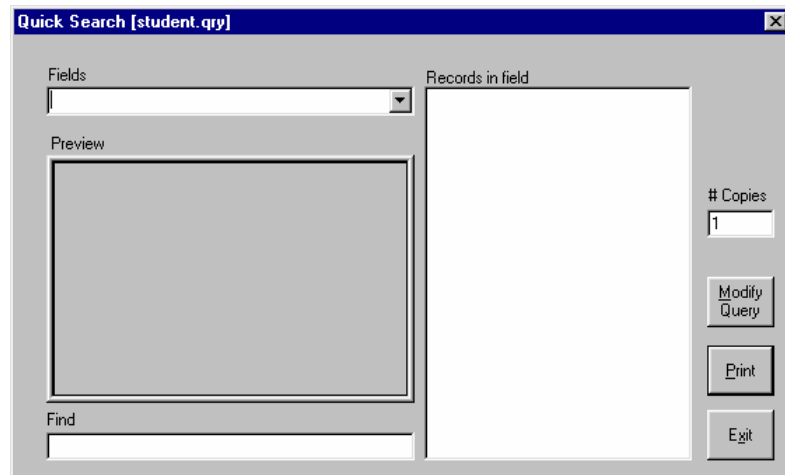
ODBC2000 has a Quick Search function that enables the user to find a record without having to define a query each time to print/view. This function is located in the menu bar '**Options | QuickSearch**'. This function is based on the query that you have defined. At current it will only be able to handle selection from one field, but this field can be linked to other fields in other tables.

Next we will show an example based on the query that we used in the previous example.

1. Start the program ODBC2000, and click in the field 'Predefined Queries'. Scroll down to select the query 'student.qry' that we saved in last example. The query will now be loaded into the program. You

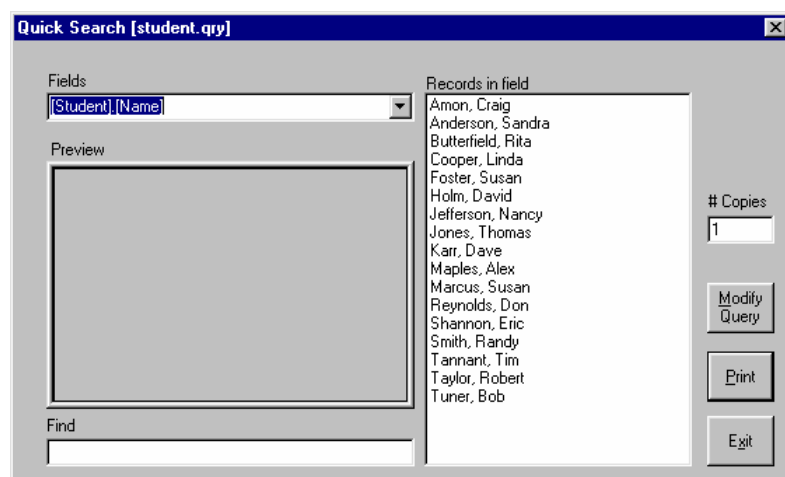
will see the preview of the label in the preview window.

2. Then select 'Quick Search' from the menu bar in the top. The dialog box 'Quick Search' will then be shown on screen.

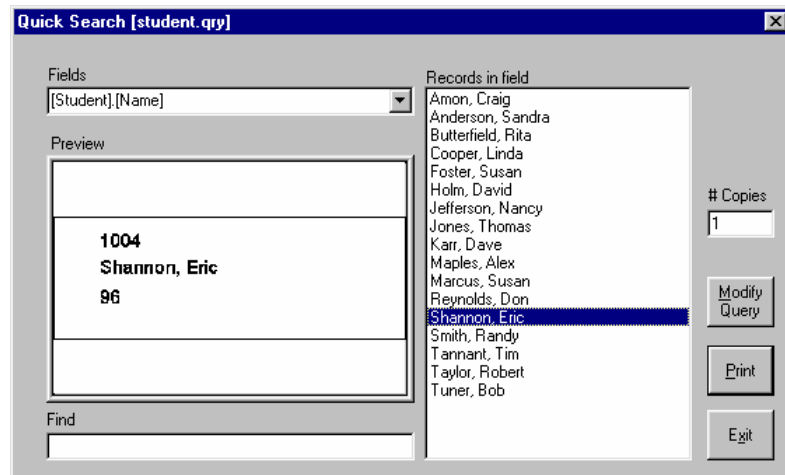


Note! The query that is the base of this selection is shown on the menu bar.

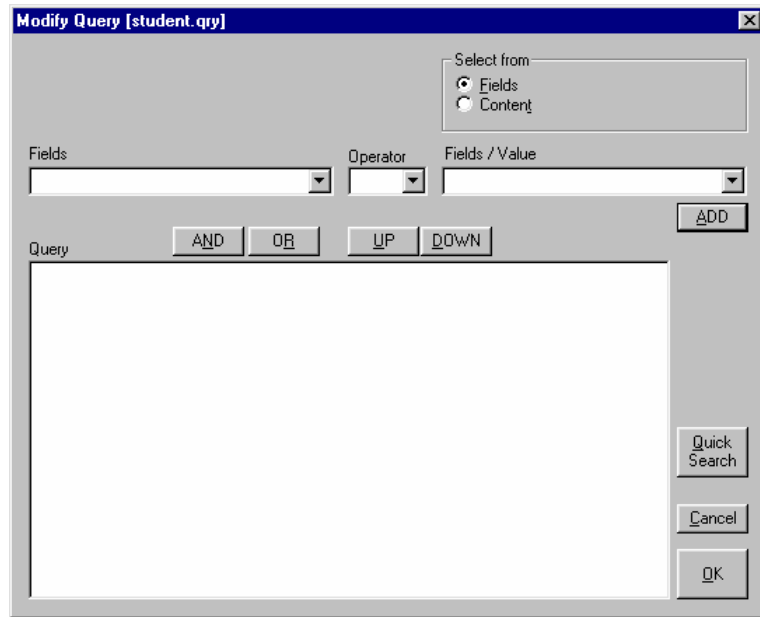
3. We are now going to search for a student named 'Shannon, Eric'. We select '[Student].[Name]' from the dropdown list box 'Fields'. We will then see the following screen:



Since this is a short list we are able to click on 'Shannon, Eric' in the list box 'Records in field'. Whenever you select a record you will see a preview of the label.



4. To print 10 labels of this selection you must enter the no. 10 in the text box '**# Copies**' and the press the button '**Print**'.
5. If this had been a large database of several thousands records it would be time consuming to scroll down in the list box 'Records in field'. You would then start to enter search criteria in the text box ' Search for'. This would speed up the search considerably. You may also speed up the selection by modify the query. In our example we know that 'Shannon, Eric' is a graduate of 96. We would now limit the search to those students that has graduate year equal to '96'. Press the button '**Modify query**' and you will see the following dialog box:



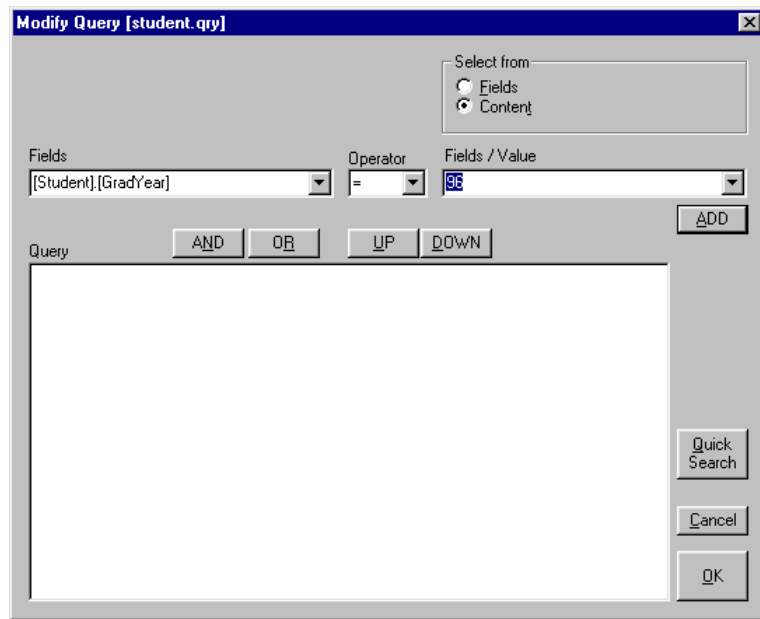
Select '[Student].[GradYear]' in the fields text box.

Set the radio button in 'Select from' to 'Content'.

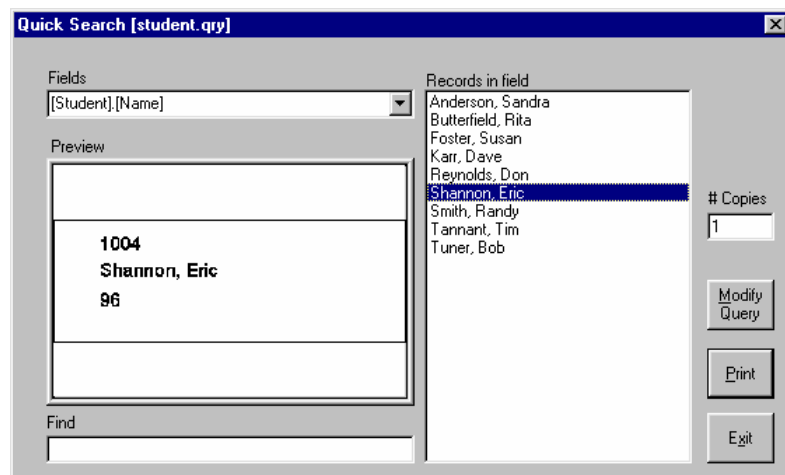
Scroll down and select '96' in the list box below and set the criteria to '='.

Press the button '**ADD**' and the criteria are then added into the query.

Press the button '**Quick Search**' to return to record selection.



6. You select '[Student].[Name]' from the dropdown list box 'Fields'. The following screen will be shown:



As you will see that the records in field have been reduced to be only those with Graduation Year equal to 96.

---

## Example 2: How to select from an Excel file.

---

Spreadsheets are often used when it comes to register data. These data records could now be used to generate labels to be printed.

The following example will show you have to use an Excel spreadsheet to import data from and the possibility to format the fields so that these could be showing the data in the order you want it to be.

NOTE! This spreadsheet will be enclosed with the program package from LabelCraft.

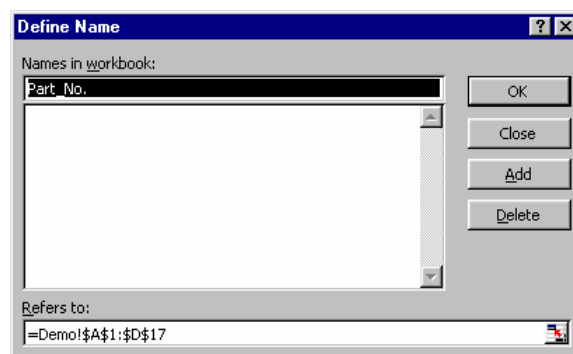
1. Open the spreadsheet EXAMPLE.XLS in Microsoft Excel. If you are going to use a spreadsheet from Excel you must name the area that you will use as data area.

This will already be done in the example file. But we will give a brief explanation on how in the following lines:

Select the area A1..D17.

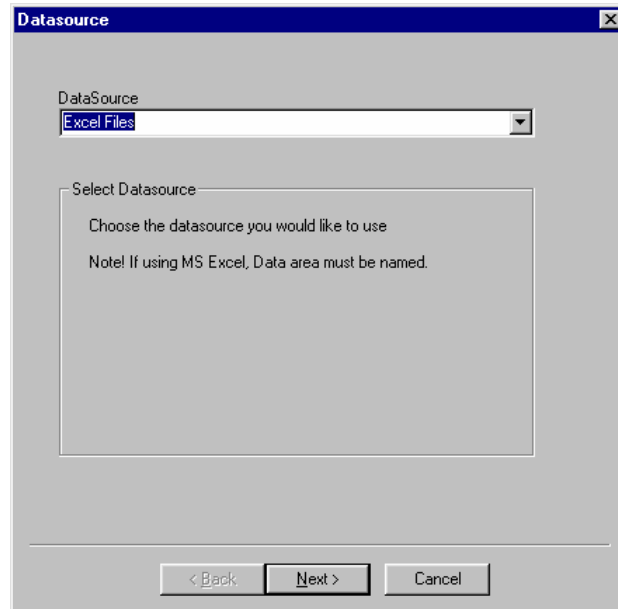
Select the menu option 'Insert | Name | Define ...'.

You will see the following dialog box in MS Excel 2000:

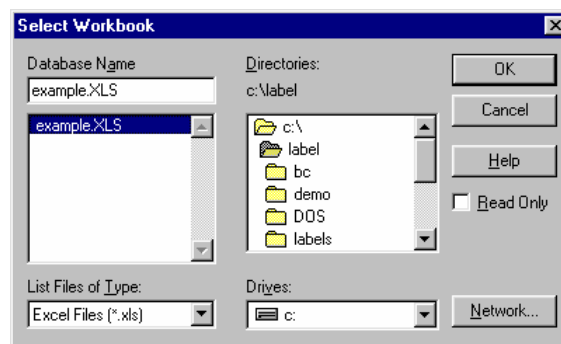


Change Part\_No. to Data and press the button 'add' and then the button 'OK'. Save the spreadsheet and exit MS Excel.

2. Start the program ODBC2000, if it is already running then Select the menu 'File | New Query'.  
Select the menu 'Options | Connection Wizard.
3. Select DataSource to be Excel Files. Then press the button 'Next'.

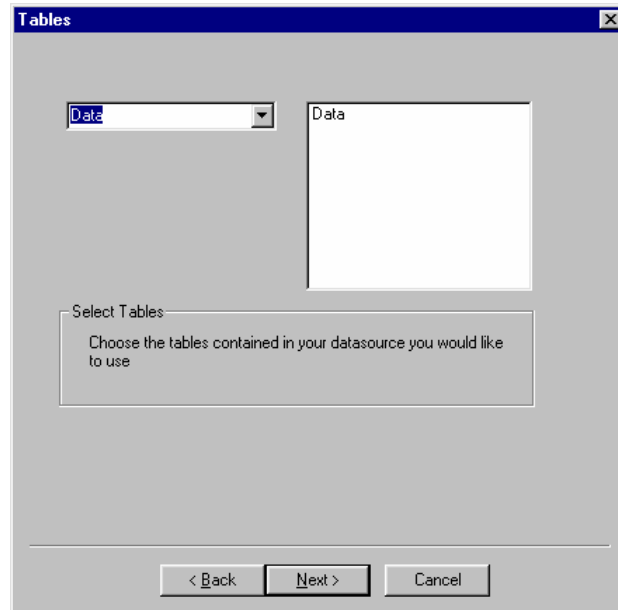


4. Select the file 'EXAMPLE.XLS' from the LabelCraft's main directory.

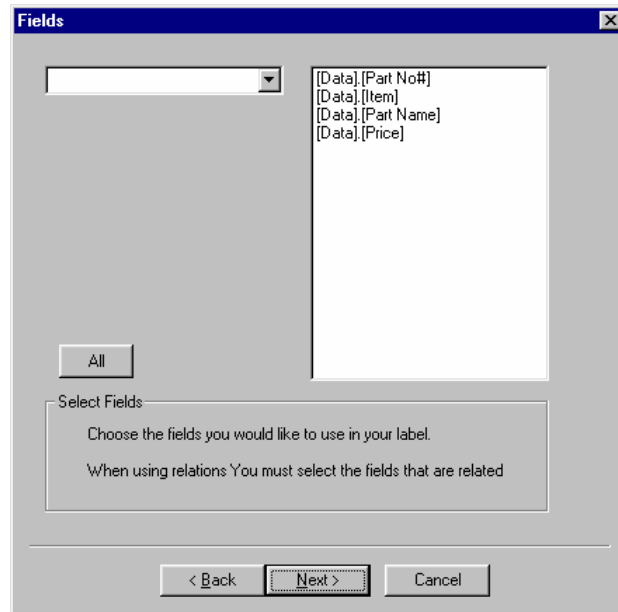


Press the button 'OK' to confirm your selection.

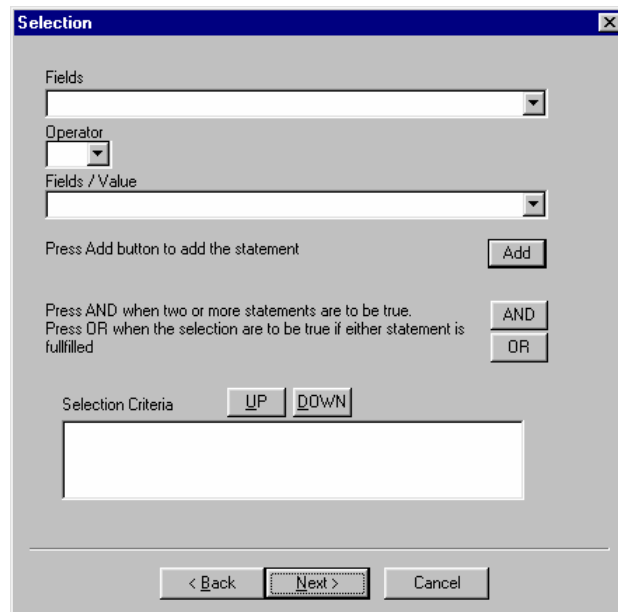
5. Select the data area 'Data' in the dialog box 'Tables', and press the button '**N**ext'.



6. In the dialog box 'Fields' press the button '**A**ll' in order to select all columns in data area. Then press the button '**N**ext' to continue. NOTE! That the first line in the data area that we defined is now column name.

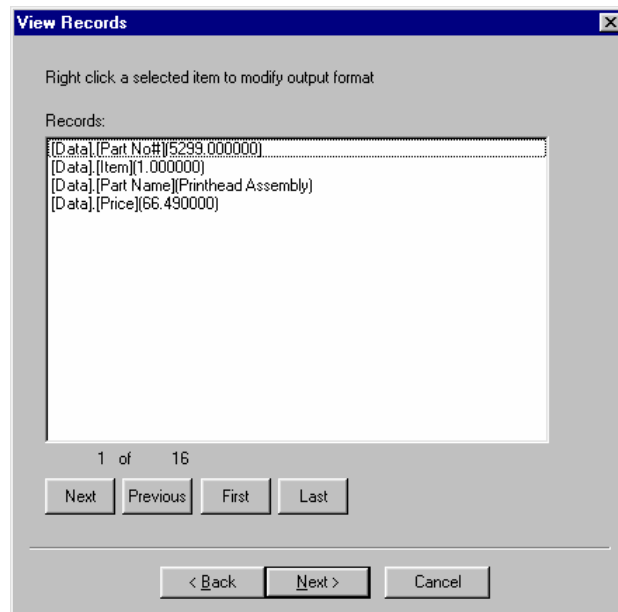


7. Since we are going to use all the fields in the data area, there is no need to make a selection or to set up criteria for any relations. Just press the button 'Next'.

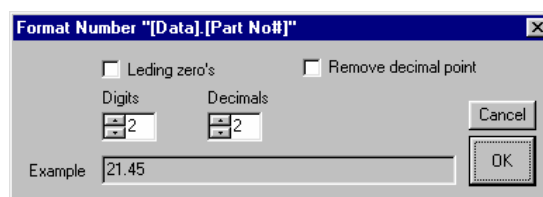


8. In the next section you will be able to see the selection that you have made as well as what the

ODBC driver is returning when it comes to extraction of data from the spreadsheet. You will here see that the columns that contain text are correct, but the columns that contain numbers are sent back with 6 decimals. This will not work well when it comes to reading the data into the label, so we have to modify the output format.

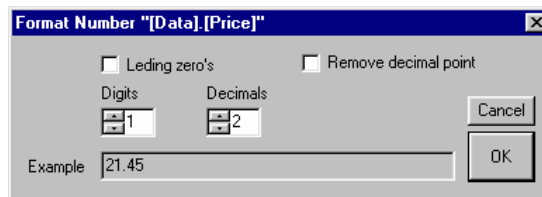
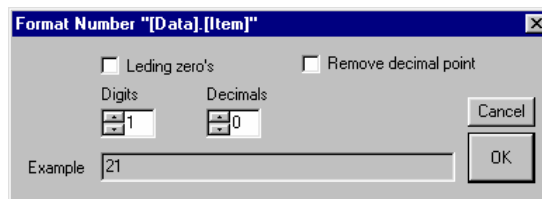
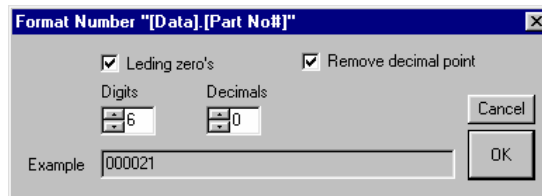


9. To modify the output format you have to right click the items that you want to modify. Right click the first line and you will see a button '**Format**'. Click on that and you will see the following dialog box:

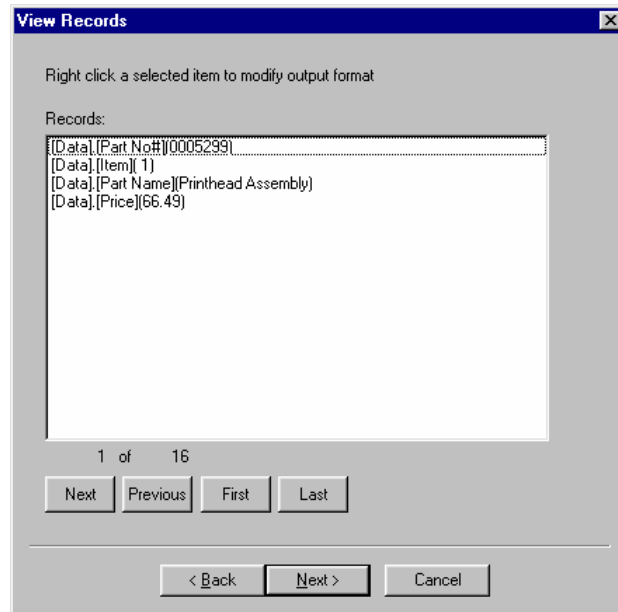


In this dialog box you are able to modify the output format, as you want it to be. The [Data].[Part No#]

field is to be presented as 6 digits without decimals, but with leading zero's. [Data].[Item] should be presented with no decimals and no leading zero's. [Data].[Price] should be presented with 2 decimals. See the following dialog boxes for the results:

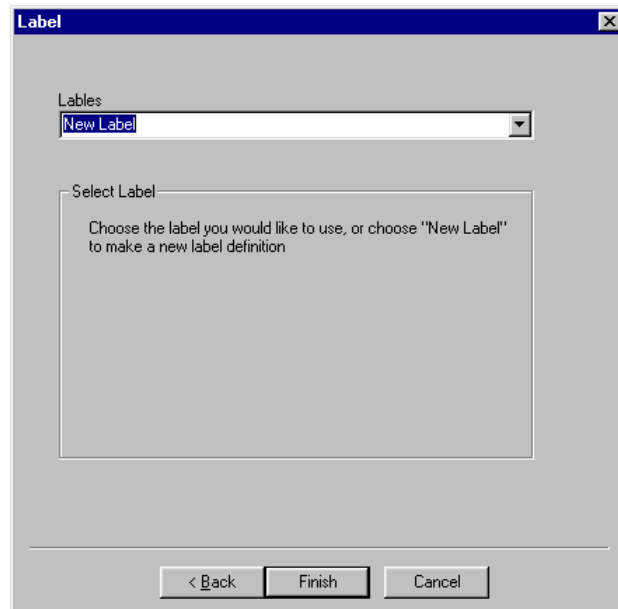


Which gives the following result:



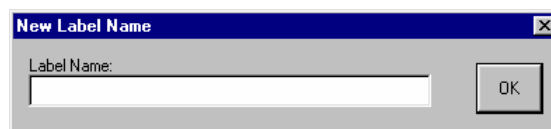
Since the output format is OK we press the button 'Next'.

10. You are now moved into the Label section of the query. The following dialog box 'Label' will now be shown on screen.

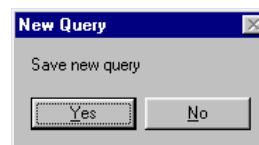


In this dialog box you are linking the query to a label file. If there is no file present select the label 'New Label' to add a new label to your system. Then press the button **'Finish'**.

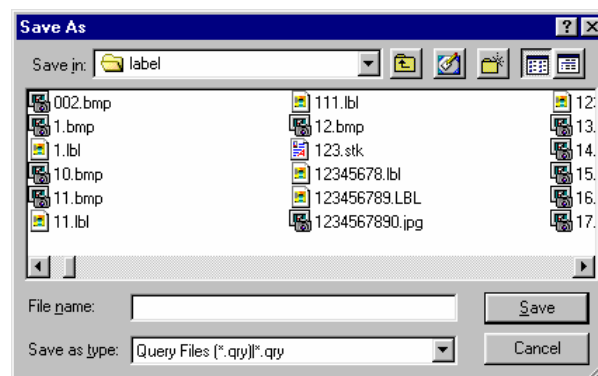
11. Now a dialog box will be opened on the screen that asks for a file name for the new label file.



Enter the name for the new label file. We are using the name 'Excel'. Then press OK. The system will now ask you to save the query. Press the button **'Yes'**.

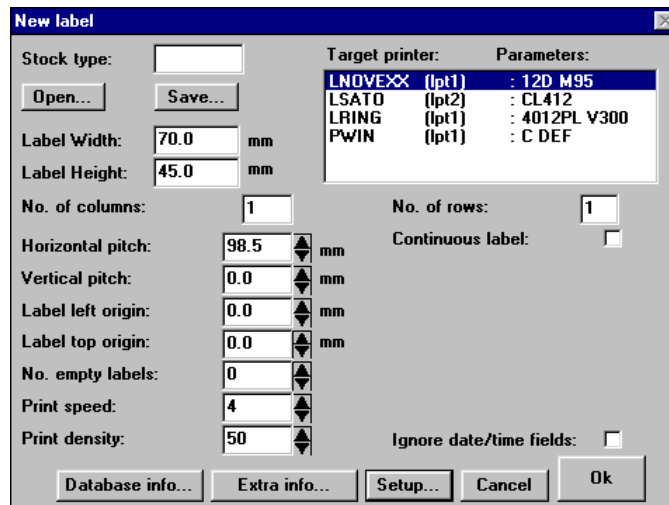


The dialog box **'Save As'** will then be shown. Save the file as Excel.




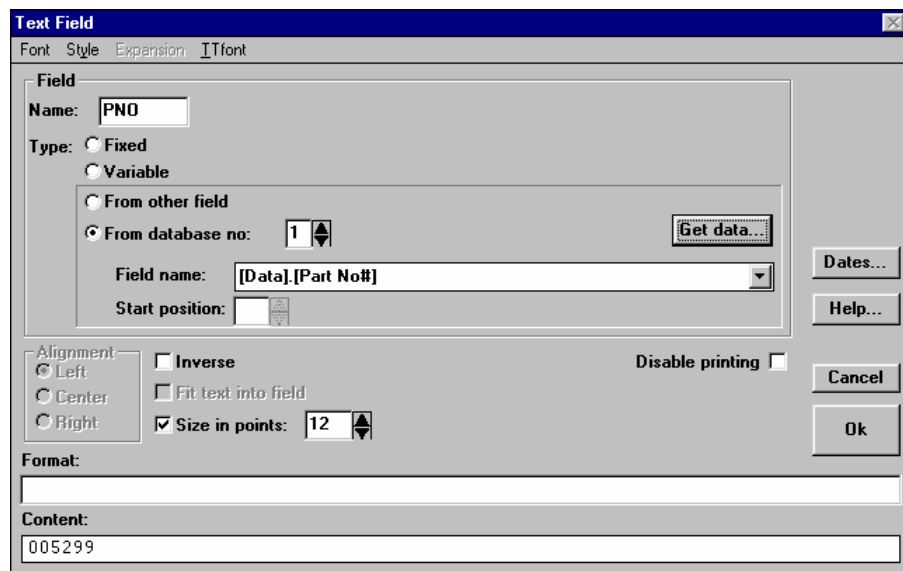
Press the button **'Save'** and the query file will be saved. Then the program will open LabelCraft.

- You will now see LabelCraft in Edit mode, but with no label defined. Select from the menu 'File | **Modify Format**'. We are using the LNOVEXX driver



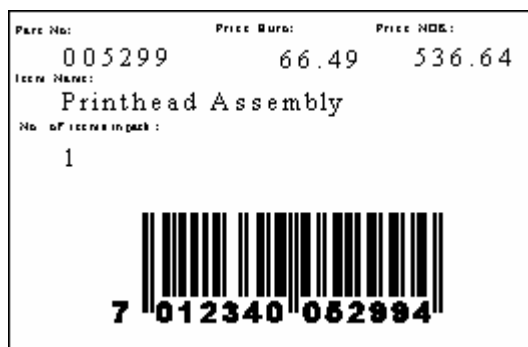
Press the button 'Ok' and you will be returned to the edit screen of LabelCraft.

- Now we are ready to add data fields to the label. Select menu option 'Field | Text...' or use the icon . You will then see the following dialog box:

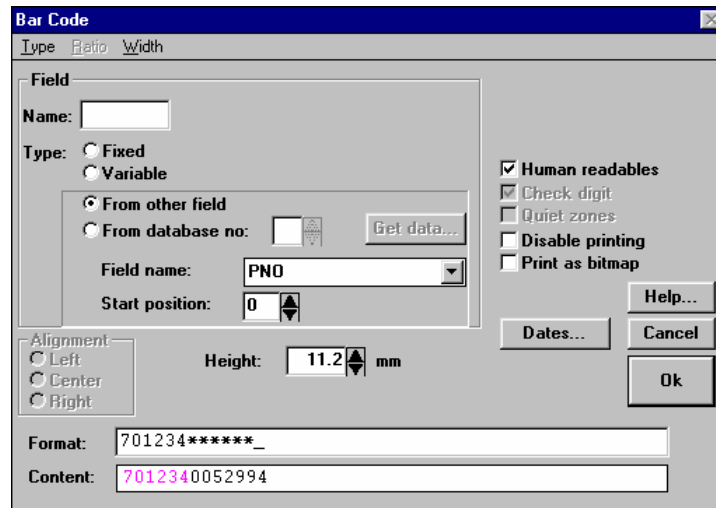


Press the Radio button (  ) 'From database no: 1'. Then select the field '[Data].[Part No#]' and press the button '**Get data...**'. In the content you will now see that the data from the first field have been inserted. Press the button '**Ok**' to confirm the selection and to add the field on to the label. Then drag the field to the position you want it to be sited.

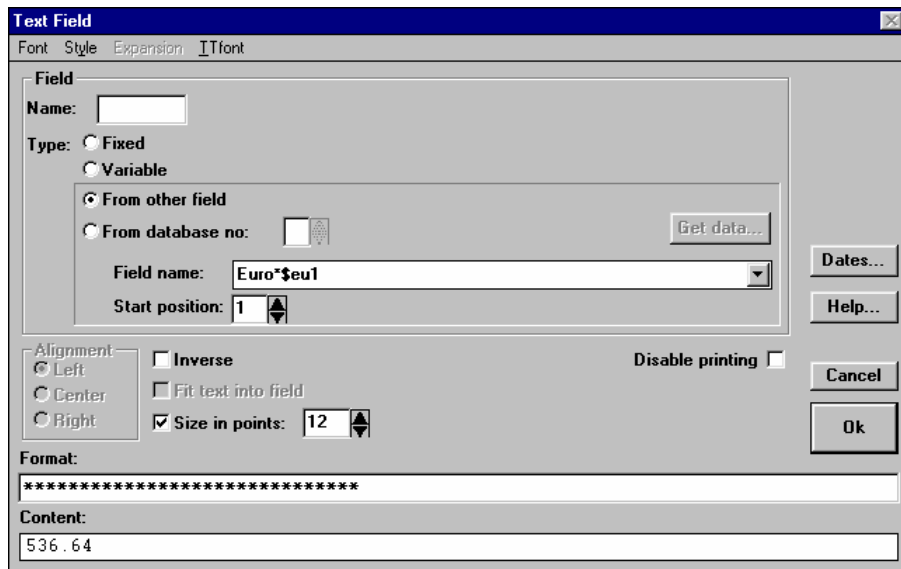
Next step is to add the rest of the fields on the label. Save the label with menu '**File | Save**'. See our result here:



**NOTE!** The label shown has been added with a lot of special functions in LabelCraft. The data field [Data].[Part No#] has been named PNO. This field has been used to generate an EAN13 barcode where the first part is fixed, the six digits from the database have been used as a product no, and an extra digit has been added to make the check digit without destroying the content of the barcode. The dialog box for this barcode is shown below:

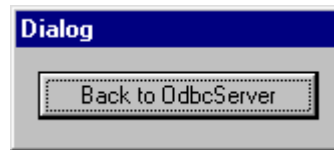


Further more have we been using the formula to convert the price for the data field [Data].[Price]. Naming the original field to be EUR did this. Then using the formula to calculate a new field with the current price in NOK. See dialog box for the new field below:

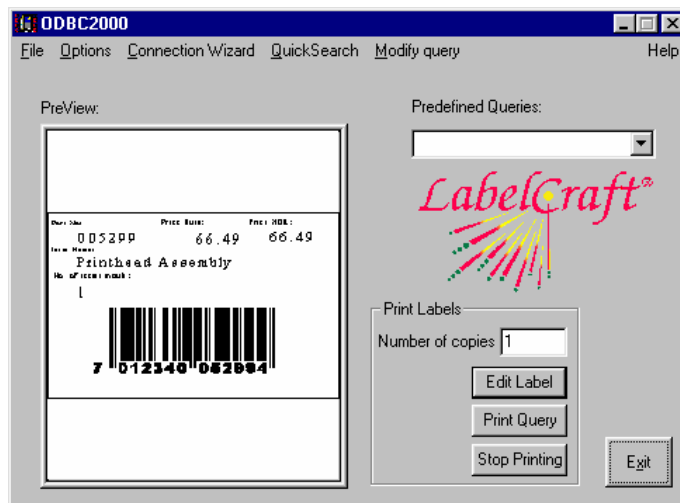


After all fields have been added on the label use menu 'File | Save'. Then click on the button 'Back to

**Odbcserver'**. This box is shown in top right corner on the screen.



You will now see the label on the preview part of the ODBC2000 window.



14. To print the records that have been selected press the button '**Print**' and the print process is started. If you need to print more than one label of each record change the number in the text box 'Number of copies'.  
NOTE! This change will be deployed on all the selected records.
15. If you need to print a few labels at a time you should then be using the menu function '**Options | Quick Search**'.

---

## Example 3, database selection with relations between tables

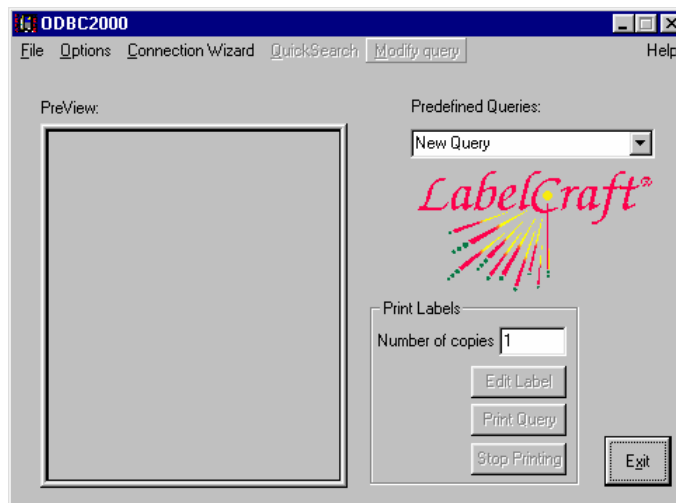
---

In this section we will show how you are able to create labels where the data from one table is linked to another table and where the second table is linked to the third table.

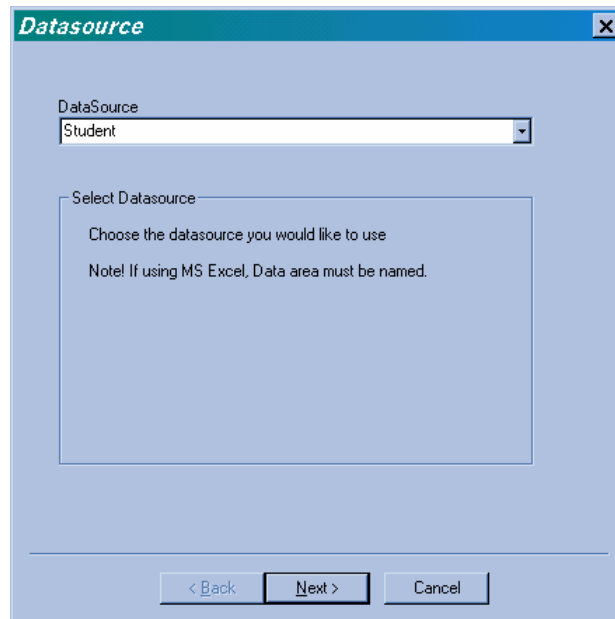
We are going to use the database STDREG.MDB that is supplied with the program.

1. First, start the **ODBC2000** by double-clicking its icon.

The ODBC DDE Server - New query dialog box is then shown:

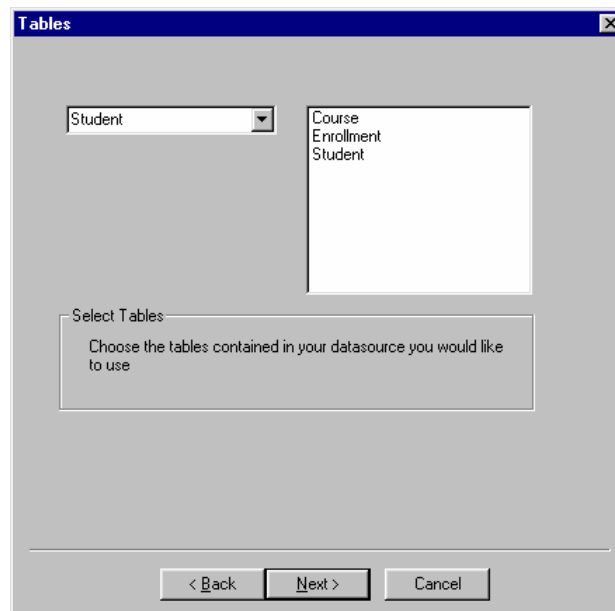


2. In the **Options** menu, select **Connection Wizard**. This will open the 'Datasource' dialog box. Select the USER DSN (Student) that we just defined.

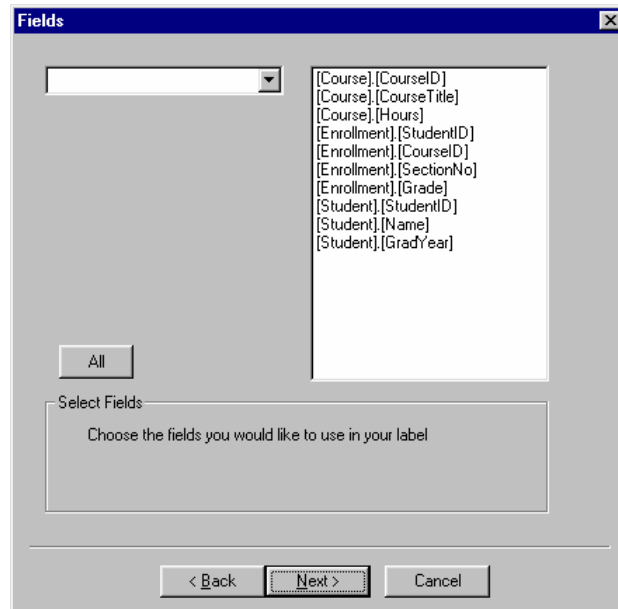


Click on the button 'Next' to continue.

3. You will now see the 'Tables' dialog box. Select the Course, enrollment and student table from the dropdown list to the left in the dialog box. Then push the button **Next**.

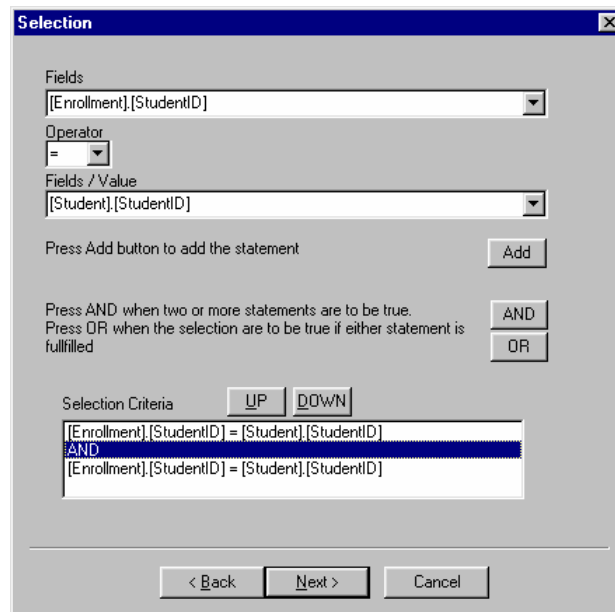


4. Next dialog box is called Fields. This dialog box enables to select what fields that you want to use.



To select all fields press the button **All**. Otherwise you are able to select the field one by one from the left dropdown box. If you want to remove a selected field just double click on it and it will be removed. In our example click on the button '**All**' since we are going to use all fields. Then press the button **Next**.

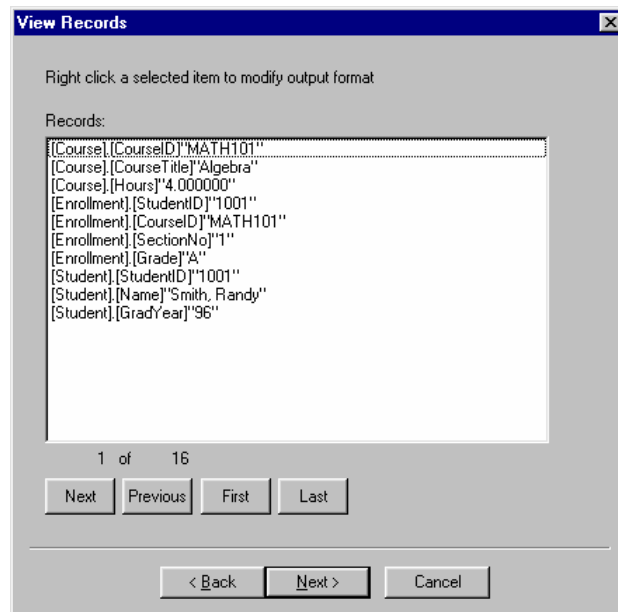
5. Selection dialog box is the next step. In this dialog you are able to do a selection to limit your data to be printed.  
In some cases this is the dialog you have to use when your selection shall be limited by selection from more then one table or that the selection criteria covers more than one field.



Since we are going to use relations with this database we have specified the relations between the tables.

**NOTE!** If you want to modify the query later you can use the menu function "**Modify Query**" after defining the query (selection).

6. You will now see the dialog box 'View Records'. This dialog box shows the result of the selection from previous dialog.



You are able to scroll through the selected records by pushing the buttons 'Next', 'Previous', 'First' and 'Last'.

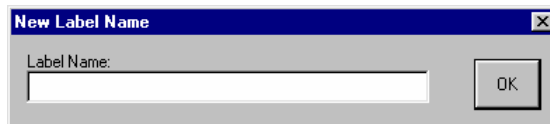
Press the button 'Next' to continue.

7. You are now moved into the Label section of the query. The following dialog box 'Label' will now be shown on screen.

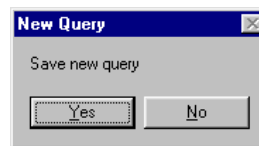


In this dialog box you are linking the query to a label file. If there is no file present select the label 'New Label' to add a new label to your system. Then press the button **'Finish'**.

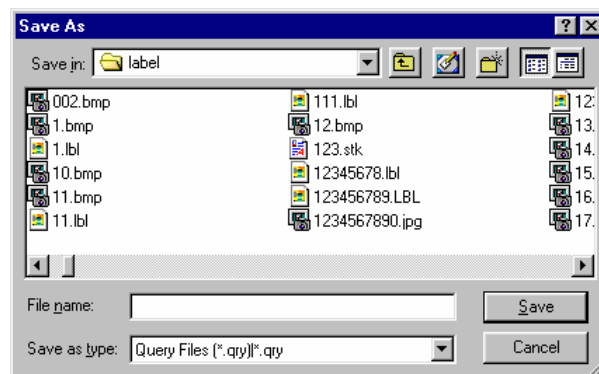
8. Now a dialog box will be opened on the screen that asks for a file name for the new label file.



Enter the name for the new label file. We are using the name 'Relations'. Then press OK. The system will now ask you to save the query. Press the button **'Yes'**.

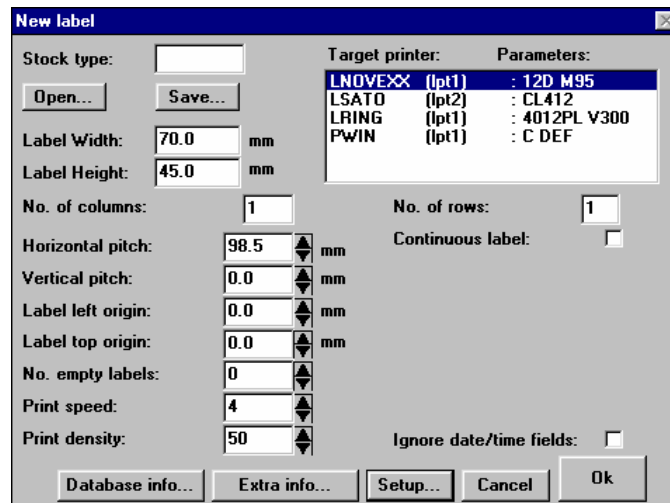


The dialog box **'Save As'** will then be shown. Save the file as Relations.



Press the button 'Save' and the query file will be saved. Then the program will open LabelCraft.

9. You will now see LabelCraft in Edit mode, but with no label defined. Select from the menu 'File | **Modify Format**'. We are using the LNOVEXX driver



Press the button 'Ok' and you will be returned to the edit screen of LabelCraft. How to add data to the label has been shown in example 1 and 2, so if any questions look there for the answer.

10. Save the label and press the button 'Back to ODBCServer'.
11. You are now ready to do a selection of records to be printed. This can be done in two menu options.
  - A) Using menu option 'Modify Query' to add the selection criteria, and then to go back to main menu to print labels.

**NOTE!** At current version when making a record selection that has to meet two values or more from

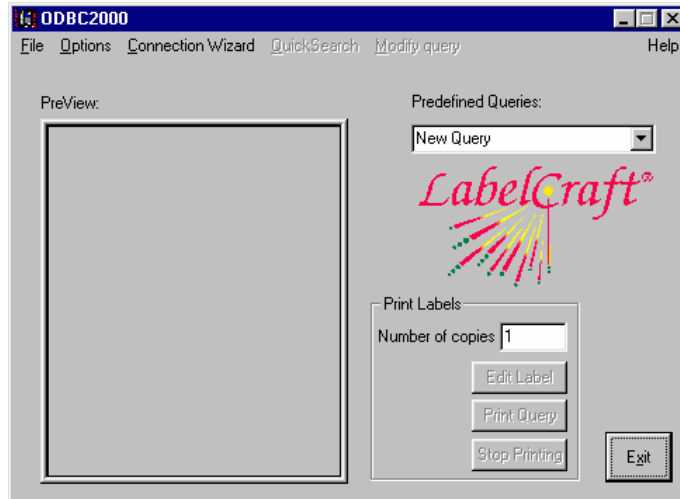
different fields or tables this is the only option.

B)

Using menu option ' Quick Search' to select records that meet a single field content criteria.

# ODBC2000 Reference Guide

When you start up the ODBC2000 program, you see two programs that are loaded on the PC. One program is LabelCraft and the other is ODBC2000. This is the main dialog box of the program:



The various menu selections and buttons are described below.

## Main Window

This is the main window of the ODBC2000 program. It contains 3 main elements:

- Preview This will show a preview of the label that is linked with the query. This window is linked to program LabelCraft. Note! This function is available when using Label Craft's own API functions.
- Predefined Queries This is a dropdown list box that reports all the queries that is available in the directory specified in the menu '**Options | Setup**'.
- Print

Labels	This part of the main window is controlling the print options. All buttons are gray until the system is defined with a label.
Edit Label	The button 'Edit' start's LabelCraft program to edit the label.
Stop Printing	The button 'Stop' stops the current print job. NOTE! Data that has been sent to LabelCraft will be printed.
Print Query	The button 'Print' start the print job. All labels that have been defined in the query will now be printed.
Number of copies	This text box gives the no. of each record to be printed.
Exit	The button 'Exit' will close down the program without saving any data.

### **File | New Query**

Use this menu option to define a new query for the ODBC2000 program.

When File | New Query is selected all data in the main window are flushed (removed), and you will then be able to define a new query by selecting the menu Options | Connection Wizard.

### **File | Open Query**

Use this menu option to an existing query for the ODBC2000 program.

### **File | Save**

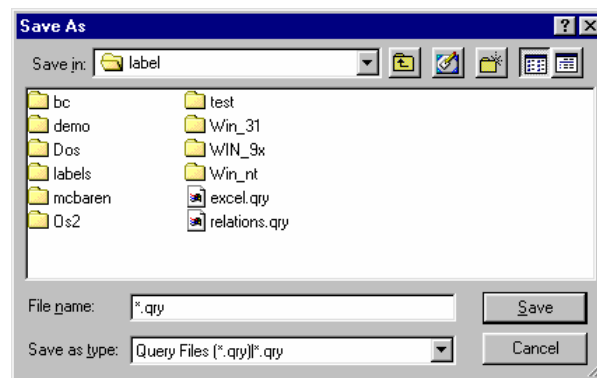
Use this menu option to save the current query. You can use 'Alt+F' and the press S as a short cut.

If no query were selected, then no action would be taken.

### File | Save As: 'Save As' dialog box

Use this menu option to save the query with a new name. You can use 'Alt+F' and the press A as a short cut.

When 'File | Save As' is selected, the 'Save As' dialog box is shown:



- Save in: Specifies what drive and directory to save the data in.
- File name: Specify the file name for saving the query file.
- Save as
- Type: List only files of the file extension specified when showing a list of files to be selected.
- Save Press this button to execute the save process.
- Cancel Press this button cancel any changes. This will close the dialog box and the program will be returned to previous dialog box.

Note! The original query will not be removed. If you need to remove the query then you have to open Explorer to delete the file.

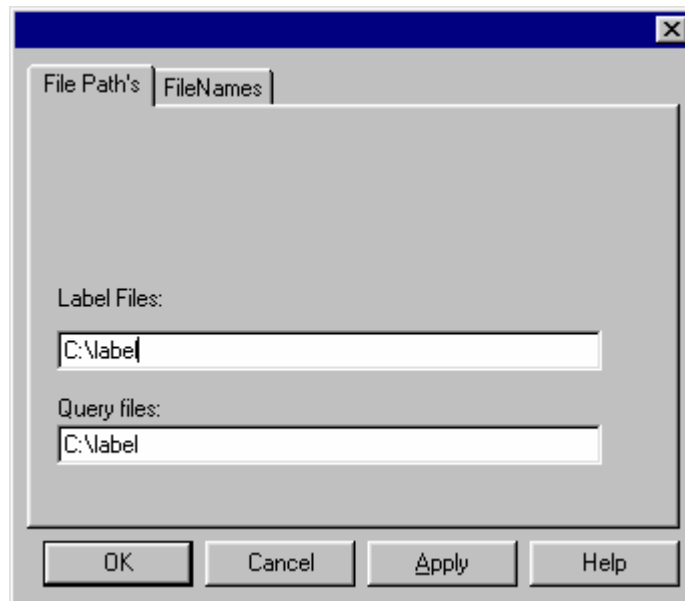
### File | Exit

Use this menu option to exit the ODBC2000 program. The LabelCraft program will also be shut down.

### Options | Setup: 'Setup' dialog box

Use this menu option to specify the program options.

When Options | Setup is selected the following dialog box is shown:



Under the tab 'File Path's' you must specify the file paths for the program.

**Label Files:** Use this text box to specify where the label files are to be placed.

**Query Files:** Use this text box to specify where the query (\*.qry) files are to be placed.



Under the tab 'FileNames' you must specify the file names that you will be using.

**Label Name:** Use this text box to specify the default name for a label when opening the program.

**LabelCraft**

**Executable:** Use this text box to specify the default name for the LabelCraft program. The parameter's '-i -e' must be included unless you want to start LabelCraft in the main window.

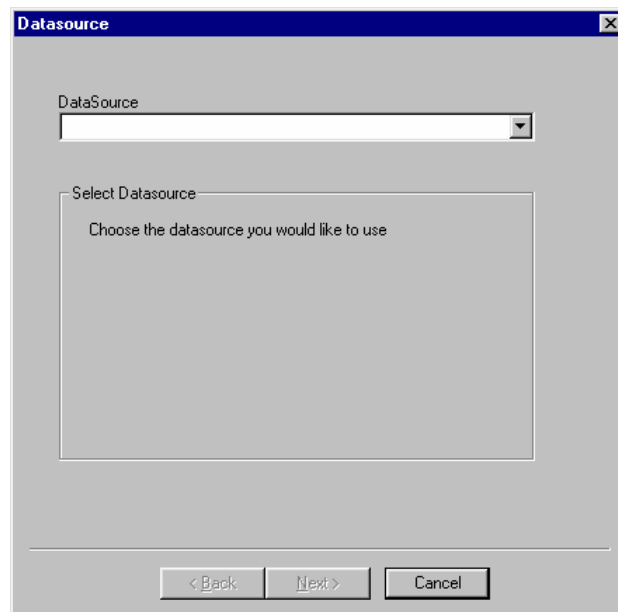
NOTE! If you have password protected the edit function in LabelCraft and only want the user to print labels, then change the parameter '-e' with '-p'. The '-p' parameter will open LabelCraft in print mode where there is no need to supply a password to open the program.

## Connection Wizard

Use this menu option start a wizard to define the query. This menu functions opens up several new dialog boxes that will help the user to make a new query.

## Connection Wizard: 'Datasource' dialog box

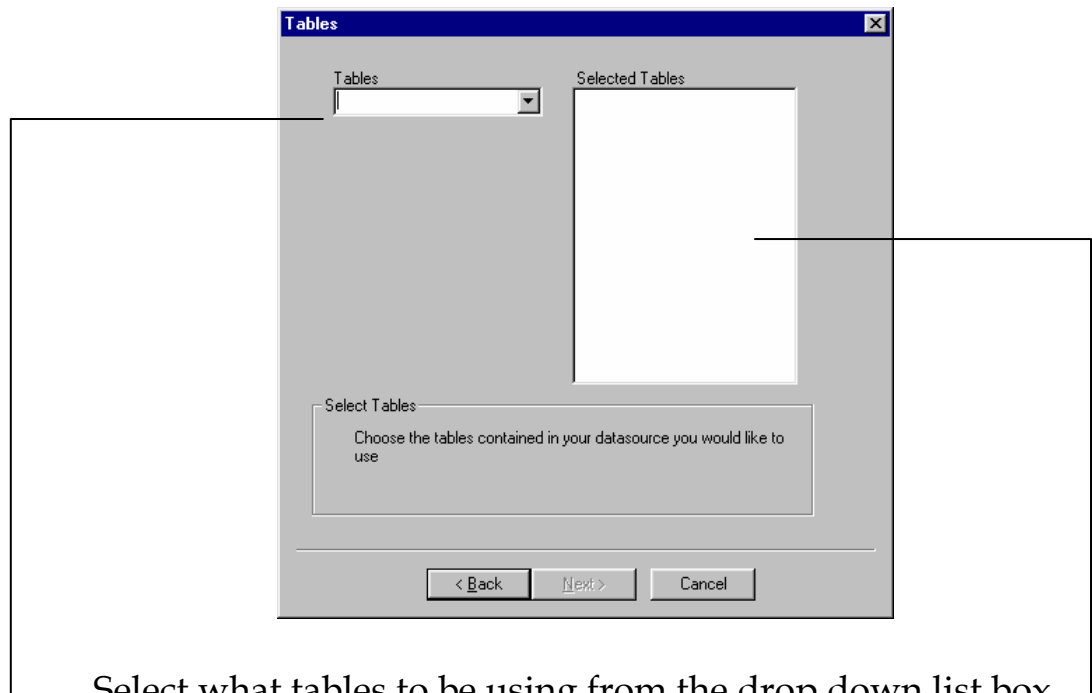
This is the first dialog box that is shown:



- |            |   |
|------------|---|
| DataSource | This dropdown list box enables the user to select what ODBC driver to be used, in order to connect to the database. The datasources are selected from what has been setup in the ODBC driver's setup in the control panel in Windows. The ODBC2000 program uses the sources defined in USER DSN and SYSTEM DSN. |
| Back       | This button is gray until a datasource is selected. When it is black you will be able to go back to previous dialog.  |
| Next       | This button is gray until a datasource is selected. Press this button to continue the definition of the query. Now the user will be able to select what database he wants to use, unless this has been already setup in his USER DSN.   |
| Cancel     | This button will cancel all selections and return to the main window.   |

## Connection Wizard: 'Tables' dialog box

In this dialog box will the user be able to select what tables/data areas he would be using in his query. The 'Tables' dialog box is shown:



Select what tables to be using from the drop down list box in the left part of the screen. When selecting a table from the list box it will be added in to the window of the right side in the dialog box.

To delete a selected table double click on the table name.

Back

This button will go back to previous dialog.

Next

This button is gray until a table is selected. Press this button to continue the definition of the query.

Cancel

This button will cancel all selections and return to the main window.

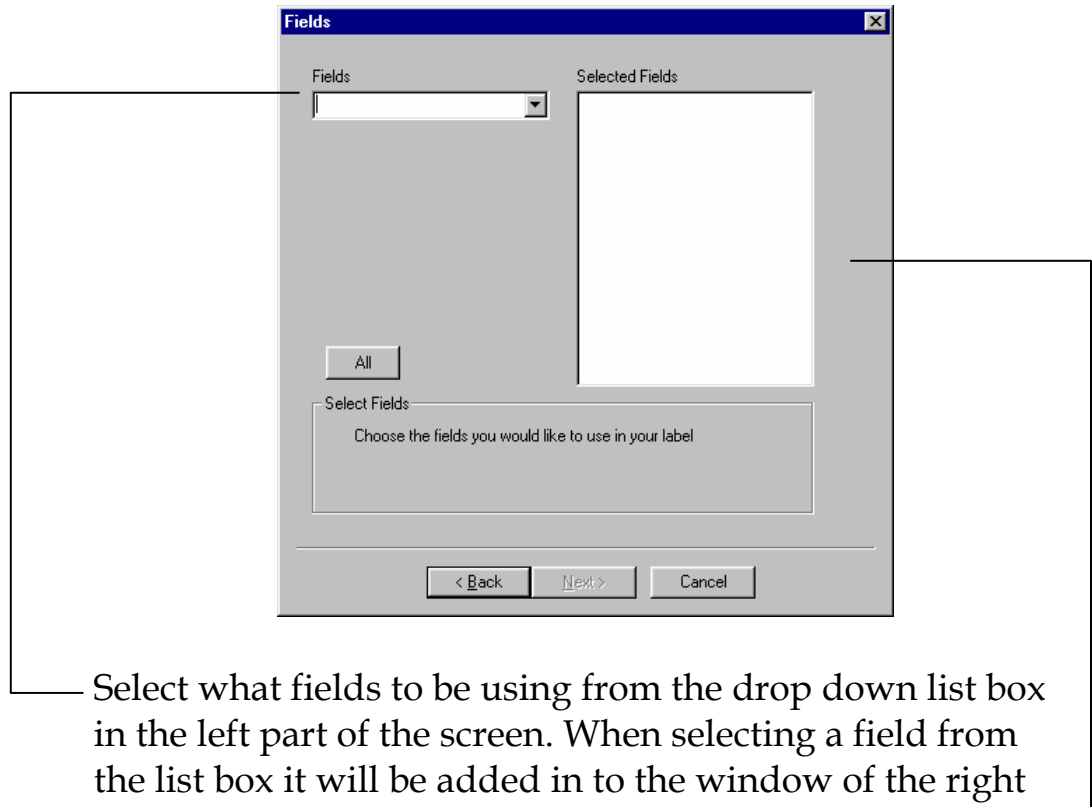
### Connection Wizard: 'Fields' dialog box

In this dialog box the user will be able to select what fields to be used in his query.

NOTE! You will only be able to use the selected fields on

the label.

The 'Fields' dialog box is shown:



Select what fields to be using from the drop down list box in the left part of the screen. When selecting a field from the list box it will be added in to the window of the right side in the dialog box.

To delete a selected field double click on the field name.

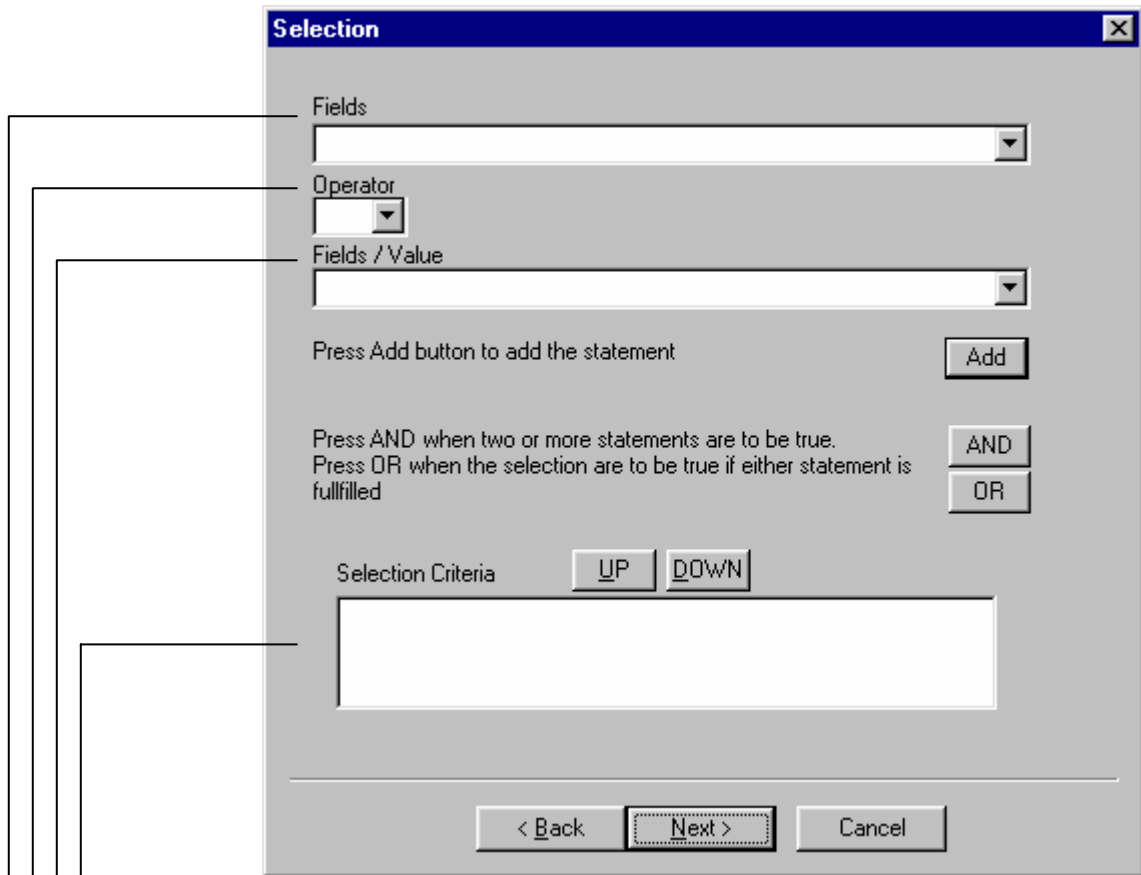
- All This button will select all the fields that is connected to the tables that was selected in the previous dialog box 'Tables'.
- Back This button will go back to the selection of the datasource dialog box.
- Next This button is gray until a field is selected. Press this button to continue the definition of the query.
- Cancel This button will cancel all selections and return to the main window.

### Connection Wizard: 'Selection' dialog box

In this dialog box the user will be able to make a selection and to set up relations between fields from different tables.

NOTE! You will only be able to use the selected fields from the previous dialog box.

The 'Selection' dialog box is shown:



This dropdown list box selects the first field in the argument.

This dropdown list box sets the operator in the selection. The operator's are:

- < Less than
- <= Equal or less than
- <> Not equal
- = Equal
- > More than
- >= Equal or more than

This dropdown list box is used to enter the value for the selection criteria. If the selection is to connect tables to signal a relation then the statement would look like this:

[Table1].[Field1]=[Table2].[Field1]

This text box will show the selection criteria that have been added. If a selection criterion is to be deleted then double click on that line.

**Add** This button will add the selection criteria to query. If you add more than one criteria you must specify whether next criteria should be 'AND' or 'OR'.

**AND** This is button is used when you make a selection criteria with more than one statement. The 'AND' function will give that both criteria's must be met.  
Example:

```
[Student].[StudenID]=1005  
AND  
[Student].[StudenID]=1006
```

This statement will return no data found, since it is not possible to meet both criteria's.

**OR** This is button is used when you make a selection criteria with more than one statement. The 'OR' function will give that one criteria's must be met.  
Example:

```
[Student].[StudentID]=1005  
OR  
[Student].[StudentID]=1006
```

This statement will return the result two data sets since both will be met in the database.

**Up** This button will move the criteria up in the Selection criteria box.

**Down** This button will move the criteria down in the Selection criteria box.

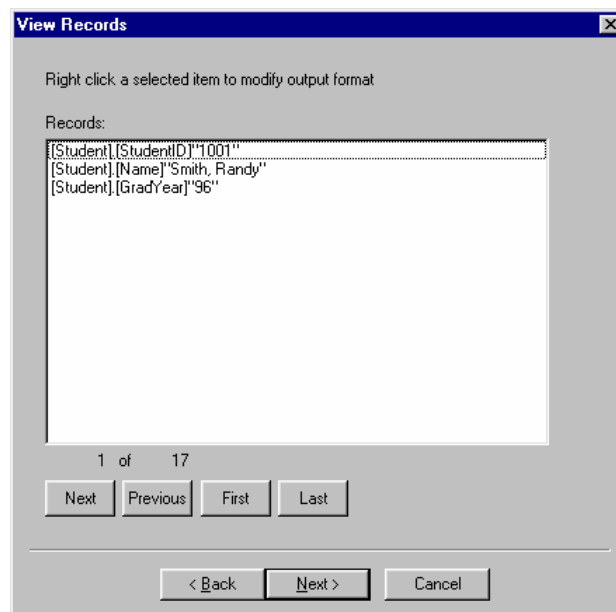
- Back This button will go back to the selection of the 'Fields ' dialog box.
- Next Press this button to continue the definition of the query. If no data has been added into the selection the system will assume that all data are to be used.
- Cancel This button will cancel all selections and return to the main window in the program.

### Connection Wizard: 'View Records' dialog box

In this dialog box the user will be able to view and modify the output format of the selected records.

NOTE! If you see record 1 of 0 on the screen the selection you made has either failed or you have specified a criteria that is wrong. Press the button 'Back' to return to previous dialog box to fix the problem.

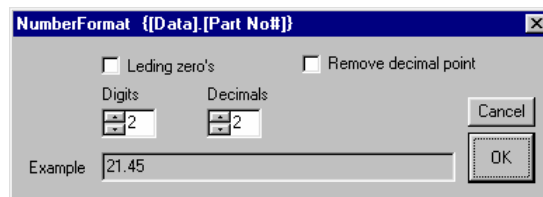
The 'View Records' dialog box is shown:



- Back This button will go back to the selection of the Selection ' dialog box.
- Next Press this button to continue the definition of the query. If no data has been added into the selection the system will assume that all data are to be used.
- Cancel This button will cancel all selections and return to the main window in the program.

In this dialog box you are able to view the selected records as well as modify the output format on fields that is returned as dates or numbers from you database. Text fields cannot be modified. Select the field to modify in the record view by clicking on it with the mouse. Then right click on the same field and you will the following dialog boxes.

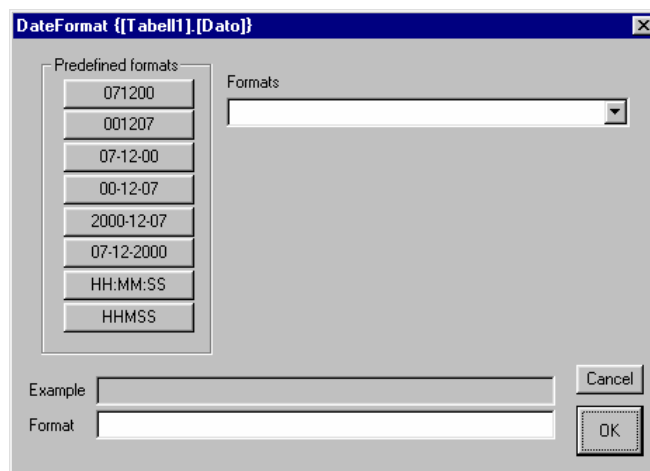
### Connection wizard: 'View Records | Number Format' dialog box



- Leading Zero's When selecting this option the field will be filled with leading zero's according to the no. of digits specified.
- Remove decimal point This will remove the decimal point from the output format.
- Digits This specifies the no. of digits that will be used. If this is set to be Zero, the output will still print the correct no. of digits.
- Decimals This will set the no. of decimals in the output.

- Example This gives an example on the output, but it will not show the result based on the current record.
- Cancel This will cancel the format setting
- Exit This will store the format prior to closing down the dialog box.

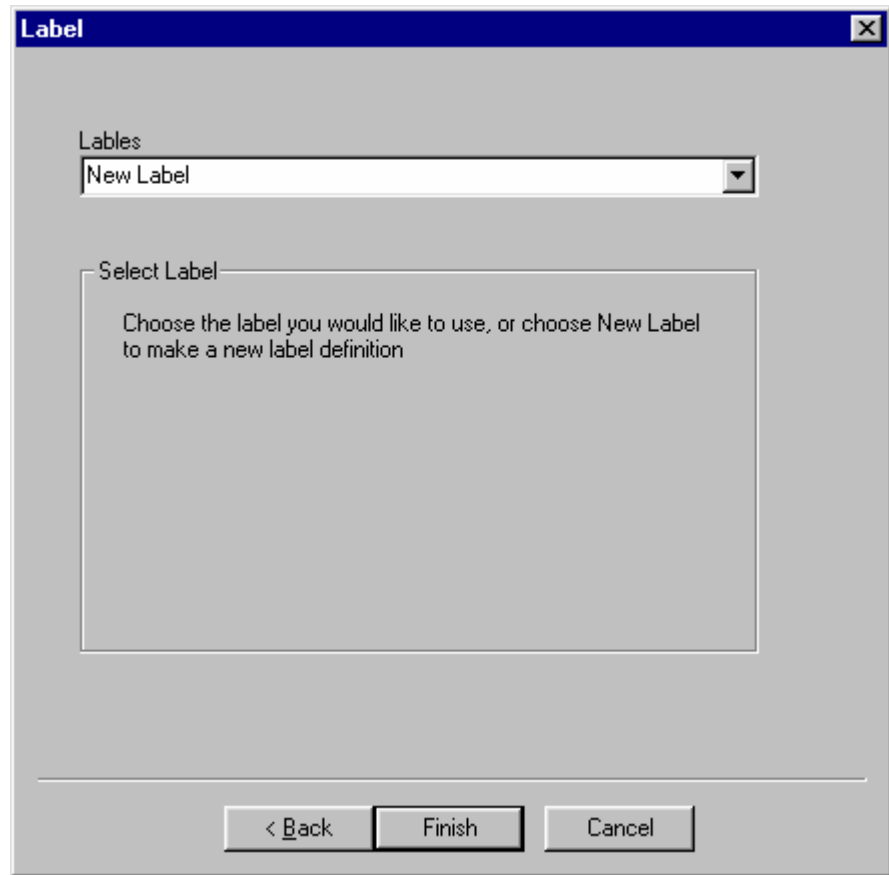
### Connection wizard: 'View Records | Date Format' dialog box



- Predefined formats This area has several buttons with predefined formats. By pressing one of the buttons the format field will defined.
- Formats This drop down list box allows the user to build a special format. You can also insert "free" text into the format line.
- Cancel This will cancel the format setting
- Exit This will store the format prior to closing down the dialog box.

### Connection wizard: 'Label' dialog box

This dialog box will link the query selection to a label or to create a new label. The 'Label' dialog box is shown:

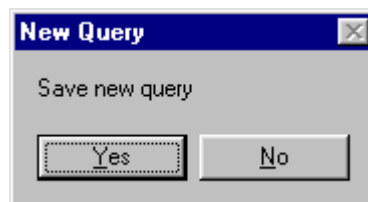


## Labels

This drop down list box is used to select an existing label to connect with the query. If you are to make a new label leave the 'New Label' in the list box and the press the button 'Finish'.

## Connection wizard: 'New Query' dialog box

The 'New Query' dialog box is shown:

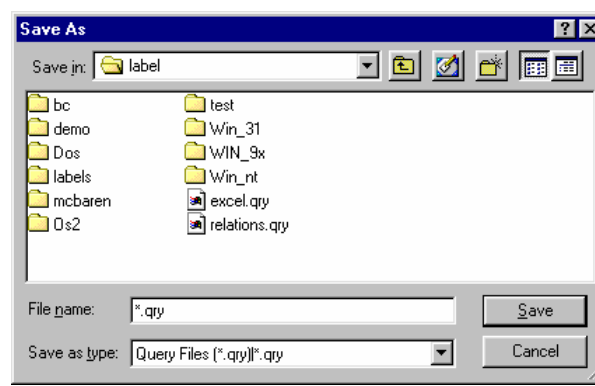


After the linking between the query and the label file you have to save the query since the label file name is a part of the query.

- Yes Saves the query
- No Will prohibit the save function.  
NOTE! You will be allowed to continue but it will make no effect or enable the use this query.

### Connection wizard: 'Save As' dialog box

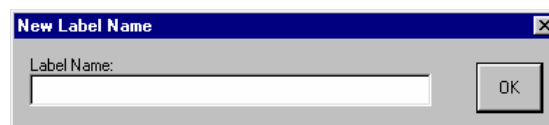
The 'Save As' dialog box is shown below:



- Save After entering the query name in the 'File name' text box the file will be saved.
- Cancel Cancels the save operation.

### Connection wizard: 'New Label Name' dialog box

The 'New Label Name' dialog box is shown:



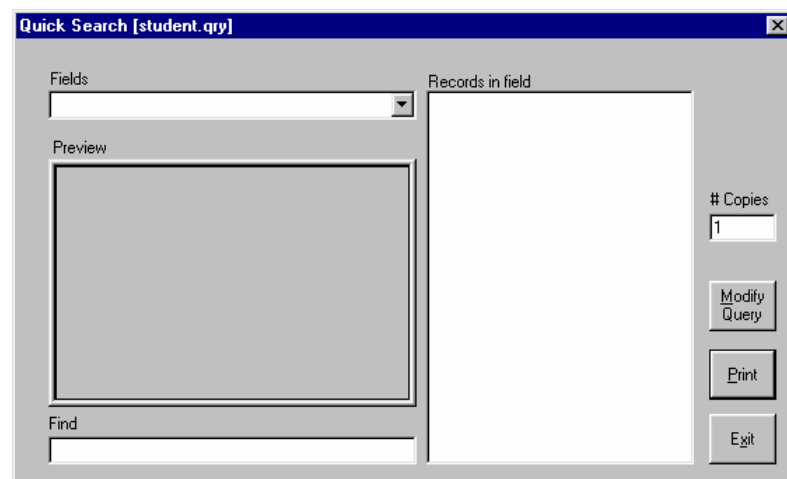
- OK After entering the label name in the 'Label Name' text box press the button to store the file name prior to opening

LabelCraft to edit the label.

### Quick Search: 'Quick Search' dialog box

Use this menu option to select a record to be printed. You can use 'Alt+O' and Q as a shortcut.

When Quick search is selected the 'Quick Search' dialog box is shown:



**Fields** This drop-down list box is used to specify what field to be used to select data from. Format of the content is: [Table].[Field]

**Preview** This window is used to show a preview of the selected record.

**Search for** This text box is used to enable quick search for a product when using large tables. By entering the text in the box the search for the data is done faster than scrolling in the list box 'Records in field'.

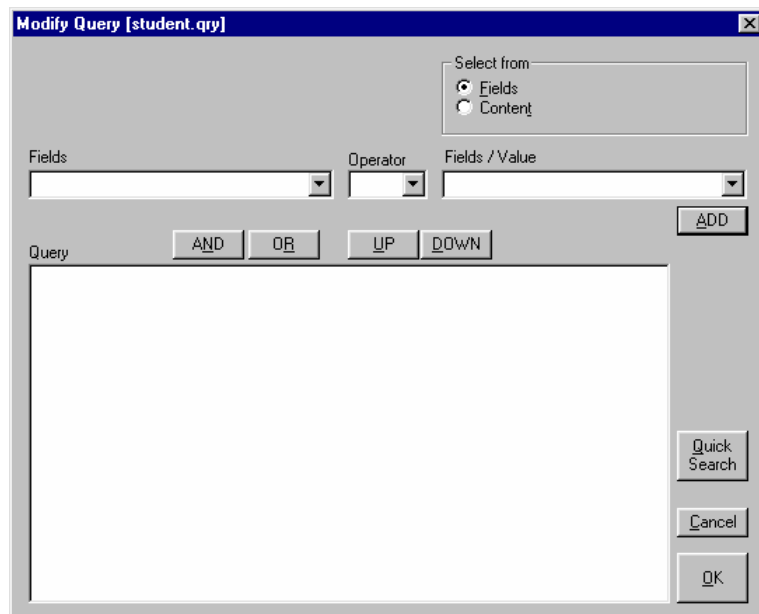
**Records in**

- field This list box will contain all the records that is listed in the selected field. When no. of fields overflows the list box a scroll bar will be displayed.
- #Copies Is used to specify the number of labels to be produced from each record that is selected.
- Print Prints the selected record. You can use '**Alt+P**' as a short cut.
- Modify
- Query Opens the 'Modify Query' dialog box. See Options | Modify Query for more details. You can use '**Alt+M**' as a short cut.
- Exit Close down this dialog box. You can use '**Alt+X**' as a short cut.

### Modify Query: 'Modify Query' dialog box

Use this menu option to modify the existing query. You can use '**Alt+M**' as a short cut.

When Options | Modify Query is selected the 'Modify Query' dialog box is shown.



Fields	Fields This drop-down list box is used to specify what field to be used to select data from. Format of the content is: [Table].[Field]
Operator	This drop-down list box is to the right of fields and sets the operator for the selection criteria.
Select from	This field contains two radio buttons  Fields, which will give that the value of the far right drop-down list box is a field name.  Content, which will give that value of the far right drop-down list box is a content related to the record set.
Add	This button will add the selection criteria to query. If you add more than one criteria you must specify whether next criteria should be 'AND' or 'OR'.
AND	This is button is used when you make a selection criteria with more than one statement. The 'AND' function will give that both criteria's must be met. Example:  [Student].[StudentID]=1005 AND [Student].[StudentID]=1006  This statement will return no data found, since it is not possible to meet both criteria's.
OR	This is button is used when you make a selection criteria with more than one statement. The 'OR' function will give that one criteria's must be met. Example:  [Student].[StudentID]=1005 OR [Student].[StudentID]=1006

	This statement will return the result two data sets since both will be met in the database.
Up	This button will move the criteria up in the query box.
Down	This button will move the criteria down in the query box.
Quick Search	This button will open the dialog box 'Quick Search'. For more details see Quick Search.
Cancel	This button will cancel the query modification.
OK	This button will save the query temporarily. If this modification is to be permanent, then use the menu option File   Save to make it permanent.




# PART 4: Print spooler

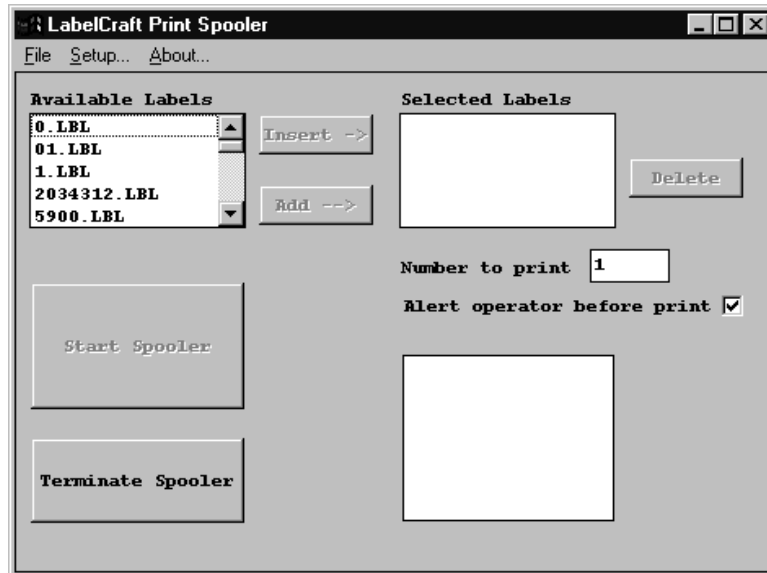
## Introduction

Print spooler is a program that enables a user to print different labels in a batch mode. This program will only work with labels that are not connected to a database.

The program will setup a batch of labels to be printed; it also enables the user to save the batches so that it could be called up at a later time to start the print jobs. The user is also enabled to stop print jobs, so that one can change labels and ribbons if that is needed.

# How to use the print spooler program.

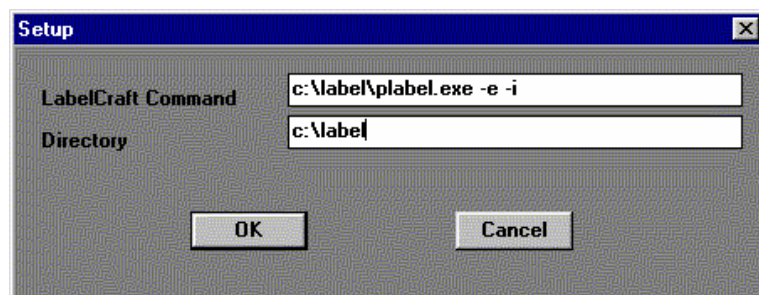
Start the program by selecting the Icon . The program will start and following dialog box will be shown on screen:



The menu bar contains three choices: File..., Setup..... and About..

To exit the program select File | Exit or the button 'Terminate Spooler'.

The first time one are going to use the program check the setup of the program select **Setup** in the menu bar. The following dialog box will be shown on screen:



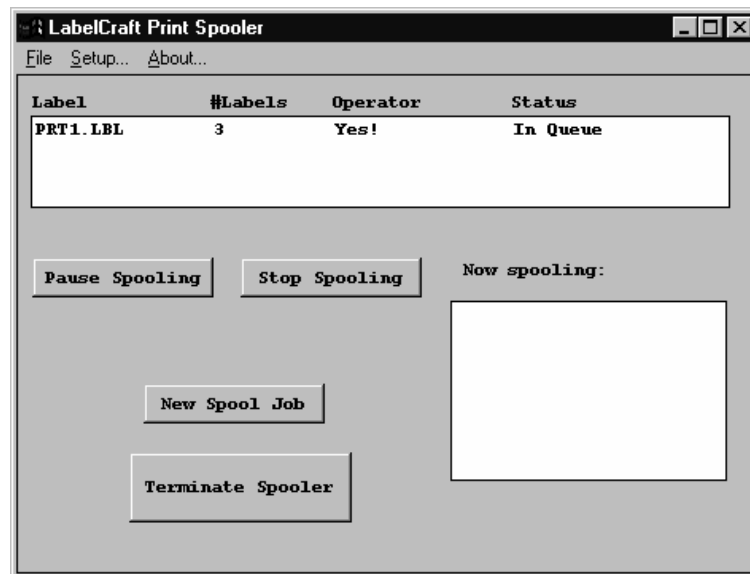
LabelCraft Command is the command to start LabelCraft and Directory is where the Labels are present.

**Note!** In order to make the program to function properly with LabelCraft the options **-e** and **-i** must be included in the command.

Press Ok to accept the changes.

Select a label from the window 'Available labels' by clicking on it. Then press **Add** or double click it to add this label or **Insert** if it is to be inserted into the list. Then enter the number of Labels to print. This is selected in the 'Number to print' box. If you want to halt the print job before the selected label is to be printed check box 'Alert operator before print'.

When you have selected the labels that you want to print and made sure that the printer is ready you can start the spool job. Press the button Start Spool. The print spool job will be started. A status window will be presented on the screen.



The Status screen contains a list of the selected labels to print. Next to the label to print is the No. of labels to print, if the jobs is to be paused before printing and the status of the job in the queue

To pause the spooling job press button **Pause Spooling**.

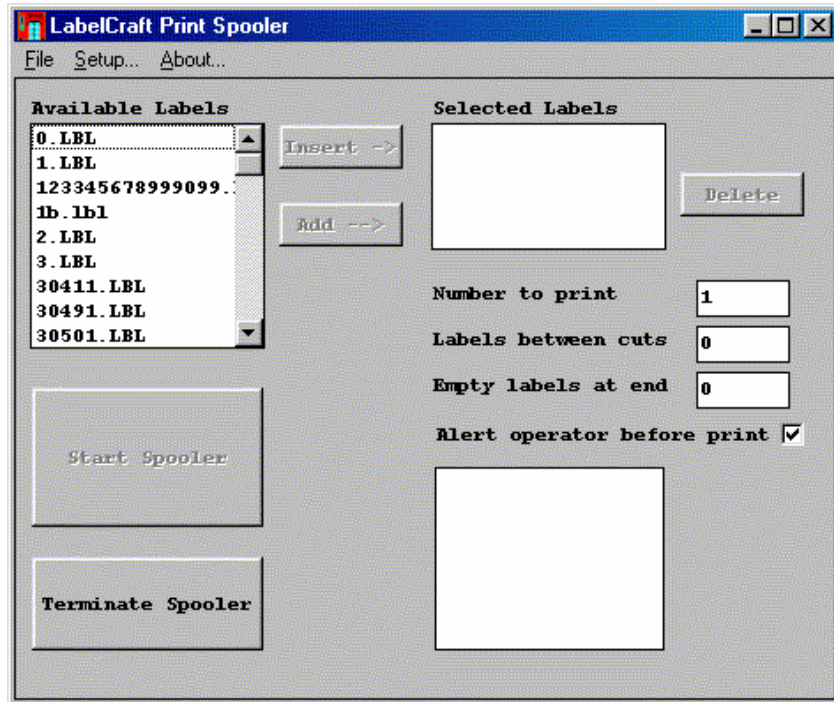
To stop spooling job press the button '**Stop Spooling**'.

To start a new spool job press **New Spool Job**.

To stop the program press **Terminate Spooler**.

# Print Spooler Reference Guide

When you start the print spooler, you see a dialog box containing the menu system. This is the main dialog box of the print spooler:

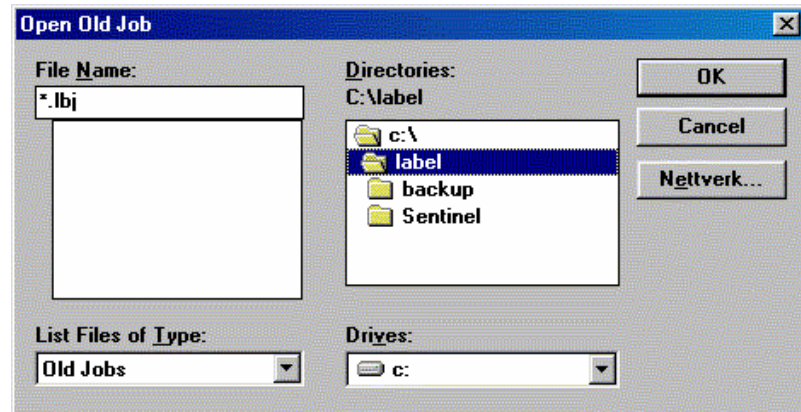


The various menu selections are described below:

## **File | Open Old Job**

Use this menu option to open a previously saved job.

When File | Open Old Job is selected, the 'Open Old Job' dialog box is shown:



File Name	This combo box is used to select an old spool job to be loaded.
List Files of Type	This combo box is used to select what file type to search for. By default it is set to be Old Jobs ( *.lbj).
Drives	Use this combo box to select the drive to retrieve the files from.
Directories	The Directories list box is used to select a directory to select a file from.
OK	Select this button after a selection is made or double click on the selected file name.
Cancel	Select this button to cancel and exit this dialog box.
Network...	The Network button can be used when the file is to be located on a network drive, which has not yet been defined as a logical drive.

## **File | Save Job**

Use this menu option to save an existing Printer spool job. The will be default set as type \*.lbj.

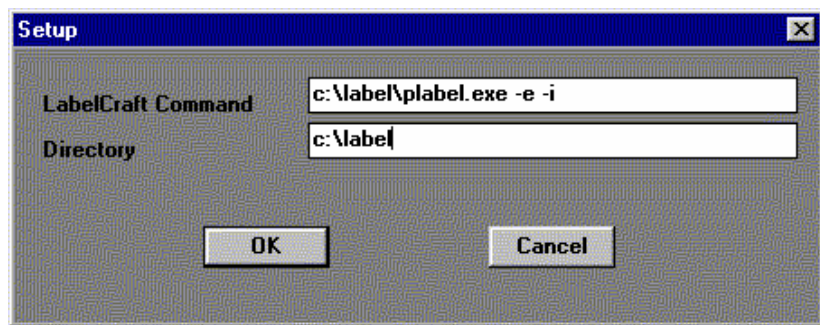
## **File | Exit**

Use this menu option to exit the program. It will close the program and close LabelCraft program if this is active. You are also able to use the button 'Terminate' in the main window to exit the program.

## **Setup: 'Setup' dialog box**

Use this menu option 'Setup' the program to start LabelCraft program correct.

When Setup is selected, the 'Setup' dialog box is shown:



LabelCraft cmd

Specify the program path, name and parameters to be used to start LabelCraft.

*NOTE! In order to start LabelCraft correct the parameters -e and -i must be included.*

Directory

Specify the directory of the label file.

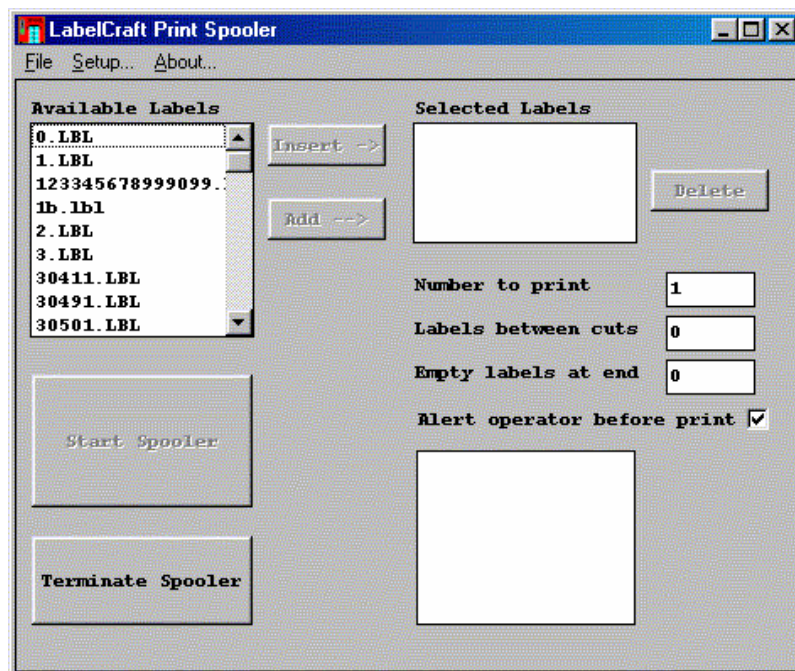
## About

Use this to view the dialog box 'About'. To exit this dialog box click button OK.



## 'LabelCraft Print Spooler' dialog box

This is the main dialog box in the program.

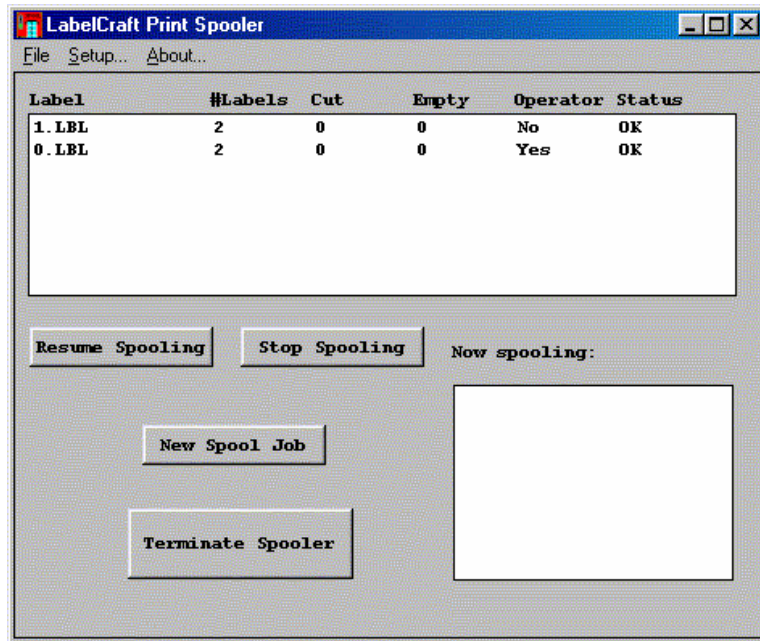


The options are described below.

Available Labels:	Is used to select a label to the spool job. You can only to select labels from the directory.  NOTE! Labels that are connected to a database must not be used. If you want to use a label with data from a database Save the file in LabelCraft after making all fields fixed.
Add	Adds a new label to the selected labels for this spool job.
Insert	Inserts a new label into spool job.
Delete	Deletes the selected label from the spool job.
Number to print	Set the number of labels to print of the selected label
Labels between Cuts	Set the No of labels to be printed between each cut. If there is no cutter installed set No. to be 0.
Empty Labels at end	Specify the No of empty labels to be feed at the end of the print job.
Alert operator before print	Select this option if you need to have the operator to change ribbon, labels or take care of labels from previous print job.
Start spooler	This button starts the spooler program after the selections is done.

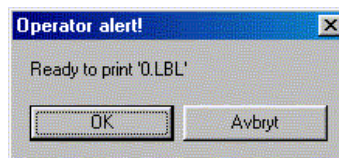
### **Spooler status**

After selecting the button 'Start Spooler' a new dialog box, which shows the status, is shown.



The options is described below:

**Status window** This window contains info of each of the files to be printed. The column 'Label' is the name of the label file. #Labels is the No. Of labels to be printed. Cut is the No. Of labels to be printed between each cut. Empty is the No. Labels to be printed blank after the print job. Operator tells if the label will be printed after a stop. The operator will se the following dialog box on the screen:



When ready to continue printing select button OK. If the spool job is to be cancelled select 'Cancel'.

Status is the status of the job, printed or not printed.

**Stop spooling** Stops the spooler temporary. To continue select button 'Resume spooling'.

**Resume spooling** Press this button to continue the spool job after having pressed the button 'Stop spooling'.

**New Spool Job** Start the dialog box 'LabelCraft Print Spooler' dialog box.

Terminate  
spooler

Terminate the spool job. Note! The current print job will be printed. If this is to be cancelled the printer has to be turned off.



# PART 5: HIBC Barcode

# Introduction

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## BAR CODE LABELING STANDARD

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In 1983 HIBCC was provided its initial mandate for the health care industry: develop a uniform bar code labeling standard for products shipped to hospitals. This relatively straightforward concept represented a dramatic potential for the entire industry. By agreeing to place a consistent pattern of computer-readable bar codes on their products, manufacturers would provide a control mechanism that would yield enormous benefits to both their hospital customers and distributors.

The mandate to develop the standard grew out of a task force hosted by the American Hospital Association and composed of numerous other health care trade organizations, including those, which ultimately founded HIBCC. Bar code technology had already proven a valuable tool for reducing labor costs and human error in other industries, such as retailing. In health care, the potential was even greater because of the impact errors can have on the quality of patient care.

The task force ultimately created the Health Industry Bar Code (HIBC) Standard, composed of two parts: Part One, the HIBC Supplier Labeling Standard, covering the formats used by suppliers of products and Part Two, the HIBC Provider Standard, covering the formats used for internal labeling by health care providers themselves.

Bar code technology changes rapidly. Advances in hardware have made it possible for "scanners" to understand multiple symbologies (the codes which translate information into bars and spaces) including those, which are used for small-package and unit-of-use labeling. These developments have in turn made bar code use far more useful and valuable to the industry.

The standard has been widely adopted on a global basis by both the medical and dental industries. In Europe, dental

products are required to be labeled with HIBCC bar codes. Recent surveys show that the majority of health care products with bar coding are using the HIBC Standard. In 1988, the European Health Industry Business Communications Council (EHIBCC) was formed to serve as a partner to HIBCC and administer the standard in Europe. Numerous companies serving international markets have since adopted the standard, which has been recognized by CEN, the European standards coordinating organization. HIBCC Standards use FACT Data Identifiers, a global ISO Standard for bar coding in use by a multitude of industries, including Blood and Blood Products (ISBT), Transportation, Electronics, Automotive, Steel and others.

## How to use the HIBC.

HIBC will only be supported in the following barcode types:

**CODE 39**

**CODE 128**

**EAN 128**

**ITF 2/5**

**CODABLOCK F**

CODABLOCK F is a 2-dimensional barcode. This barcode can be reached from the menu option: 'Field | Codablock barcode...'

The HIBC barcode contains 2 data structures, primary and secondary.

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### **Supplier labeling data structures**

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It is intended that all health care products be labeled with a primary symbol, which identifies the labeler, the product code and unit of measure. The secondary information is useful to the distributors and providers and, at the discretion of the labeler, should be added.

#### **Primary data structure**

The primary data structure contains an indication of the labeler of the item, the item, the packaging level, and a Link Character.

The labeler identification is a data element that is controlled by either the Health Industry Business Communications Council (HIBCC), or its affiliate international organizations, the Uniform Code Council (UCC) or the International Article Numbering Association (EAN). A labeler that chooses to utilize the HIBC Labeler Identification Code (LIC) should follow the HIBC LIC data and symbology format. A labeler that chooses to utilize the UCC/EAN manufacturer identifier should follow the UCC/EAN SCC- 1 4 data and symbology format shown in this standard and defined by ANSI/UCC-6, Application

Standard for Shipping Container Codes. Note that the Food and Drug Administration (FDA) assigns the National Drug Code (NDC) and therefore also controls manufacturer identification. A labeler should join the UCC to obtain the corresponding UCC Manufacturer Identification Number. UCC/EAN supplier identification is also the basis for the small package identification system.

The HIBC LIC Primary Data Structure format encodes a '+' identifier of the HIBC Supplier Data Structure, a 4-character Labeler Identification Code (LIC), a 1 to 13 character Product or Catalog Number (PCN), a one-digit Unit of Measure Identifier (U/M), and a single-digit Link Character (L).

The Labeler Identification Code (LIC) will be assigned and maintained by HIBCC or EHIBCC. The first character of this field will always be an alphabetic character. The LIC may identify a labeler to the point of separate subsidiaries and divisions within a parent organization.

The Product or Catalog Number (PCN) should be compressed to eliminate embedded spaces and special characters. Special characters must not be used in this field. Examples of this compression follow:

655-9	would become	6559
24-86-2S	would become	24862S
84/XPG	would become	84XPG
MP 15 86-G	would become	MP1586G
92.885*BK	would become	92885BK

This compression impacts only the machine-readable representations of the PCN and its associated human-readable interpretations. Other external package markings and catalog listings covered by this standard remain the prerogative of the individual labeler.

The Unit-of-Measure Identifier (U/M) is a numeric representation of the relative level of packaging (0 to 9) with 0 being the lowest level or "unit-of-use". For example, a labeler might pack unit-of-use items in a box, boxes in a carton, and cartons in a case. One-way of labeling this example would be, unit-of-use = 0; Box = 1; Carton = 3; and Case = 5. It may be that a unit-of-use is packaged, however, in a box. For instance, individual cotton swabs would be considered the unit-of-use and may go unmarked.

### Secondary data structure

Optional secondary data elements are used in conjunction with primary data elements to encode quantity and/or expiration (expiry) date and/or Lot/Batch/Serial Number.

HIBC LIC Secondary Data Structure The format for the HIBC Secondary Data Structure, whose maximum length is 33 characters, follows:

Field Descriptor	Field Length	Description
+		HIBC Supplier Labeling Flag Character,
R	1, 2 or 5	Quantity/Date Reference Identifier Numeric: If the first character is numeric, then R is a fixed 5-digit Julian date. No quantity or Lot/Batch/Serial Number is present.  \$: If the first character is a '\$' and the second character is alphanumeric, then the Quantity and Date fields are not used. Only a Lot/Batch/Serial Number is

		present. \$\$: If the first two characters are '\$\$', then the next digit specifies quantity and Date Field format.
Q	0, 3 or 6	Quantity Field, format indicator followed by two-digit or five-digit quantity, for use after the "\$\$".
D	0 or 5-9	Date Field, for use after the "\$\$" (includes the date field format indicator).
B	0-13	Lot/Batch/Serial Number Field.
L	1	Link Character (same as the last character from Primary Data Structure).
C	1	Modulus 43 Check Character (calculated from the above characters)

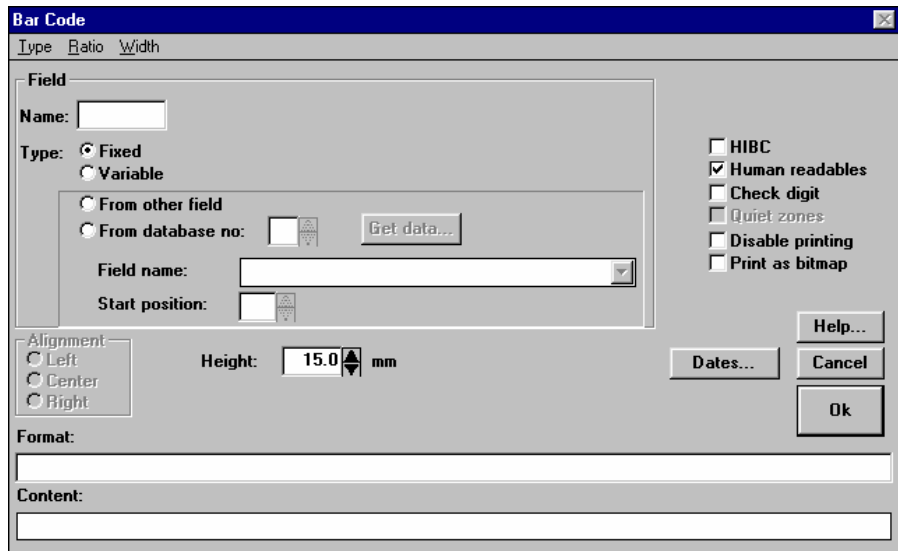
Note: The HIBC Secondary Data Structure is distinguished from the Primary Data Structure in that the Primary Data Structure has an alphabetic character following the HIBC Supplier Labeling Flag Character while the Secondary Data Structure has a numeric character or a "\$" following the HIBC Supplier Labeling Flag Character.

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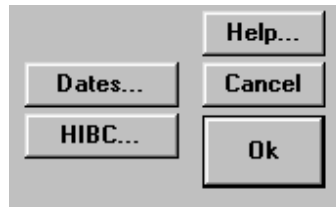
## **Adding a HIBC barcode on the label**

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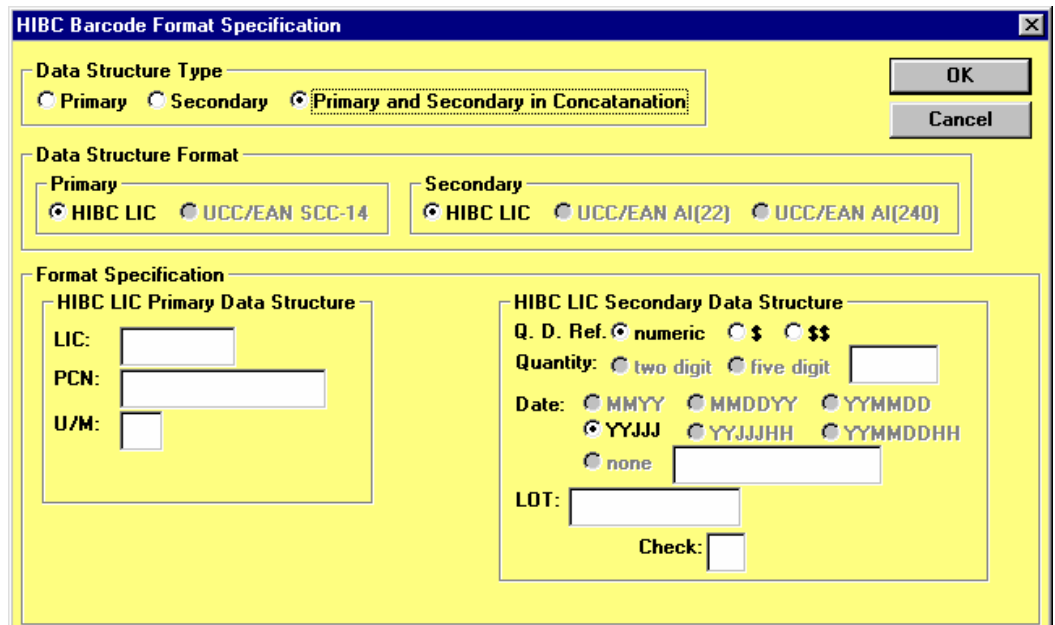
Make a new label, see 'PART 1, Making a new label' for closer description. When the label is shown on screen select 'Field | Barcode...'. You will then be shown the following dialog box:



Select HIBC, and a new button will appear below the button 'Dates...!'.



Press the new button 'HIBC...!' and the 'HIBC Barcode Format Specification' dialog box is shown:



This barcode specification will default be added with Primary and Secondary data structure in Concatenation. If you are going to use this by linking to separate barcodes (primary and secondary) the barcode's **must be named** with a similar name (Example BAR1 and BAR2) .The program will then link these two barcodes against each other.

First step would be to add a LIC to the HIBC. This field will be max 4 characters and the first must be a letter. Then add the PCN. This field will be max 13 characters long.

Last step in primary would be to add the U/M (unit of measure). This field will only be one character long.

**NOTE!** If you are using 9 the U/M is set to be variable and is to be followed by a manual input (when using EDIC) or that this is concatenated with the secondary data structure. In our example we are using 9.

Then we must add the secondary data structure to the barcode.

First we must specify the Q.D.Ref (quantity/ date referencer ID). Since we have used U/M like 9, there is only one option available to us: '\$\$'

Press the radio button to the left of \$\$.

Then enter the quantity 2 or 5 digits.

Next step is to select what date format you are going to use.

Press the radio button to the one you want to use. Then

add the data into the text box below the format selections.

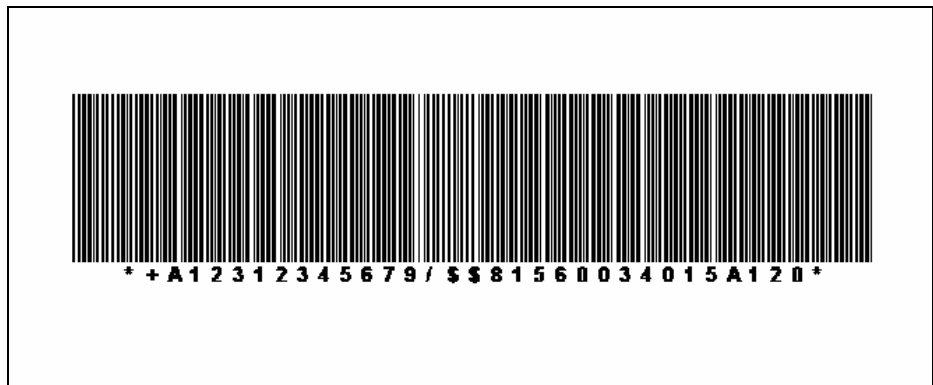
The last entry would be the LOT no. If every thing is done

correct you would see the check character in the last

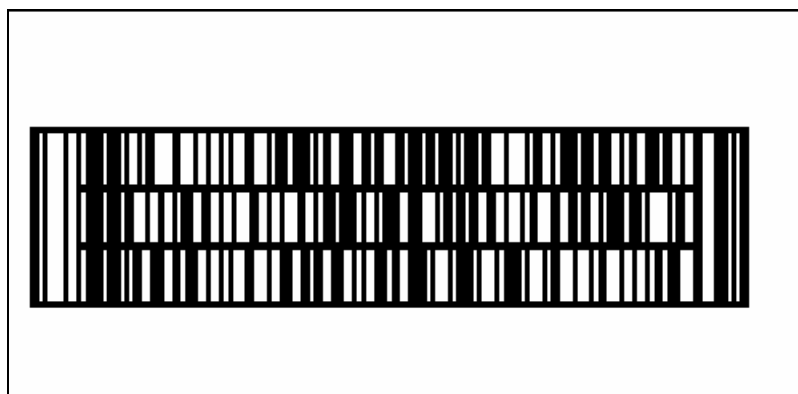
textbox (gray color) and the button 'OK' will be black.

Below is the dialog box showed:

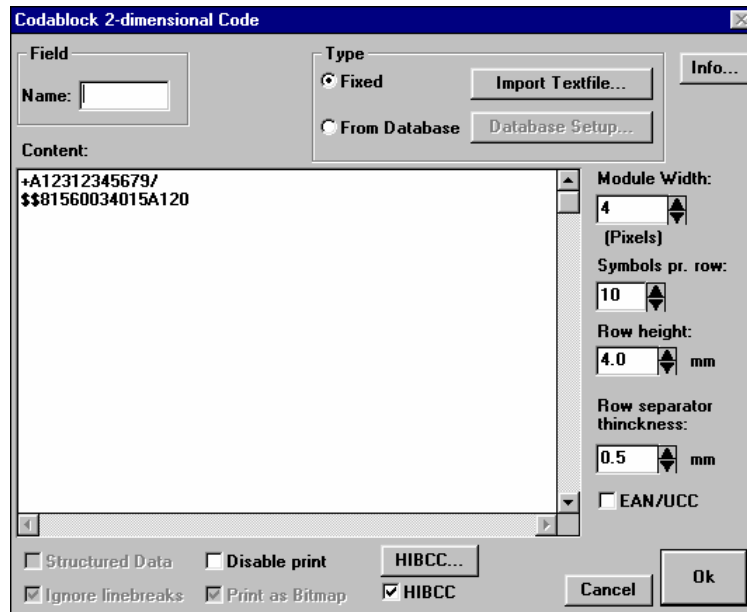
The label will look like this:



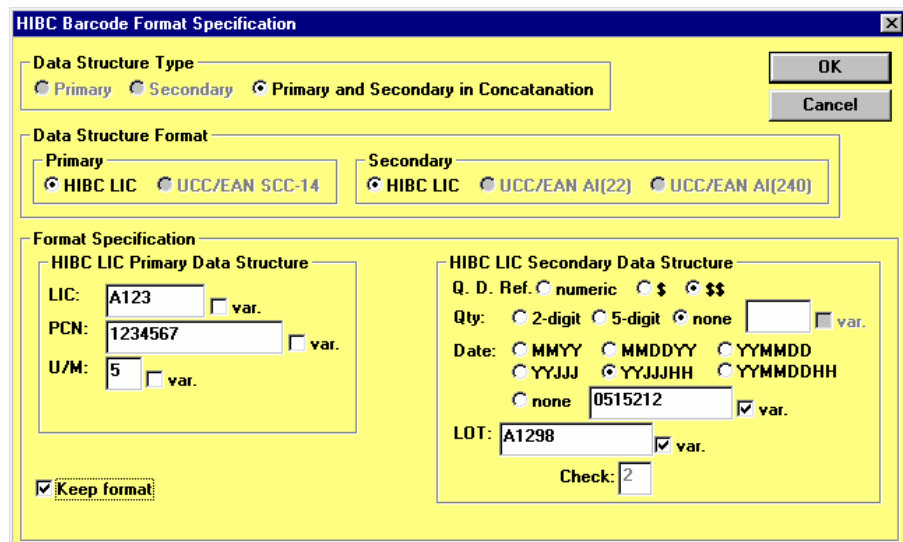
The same barcode when using Codablock F will look like this:



The Codablock F dialog box will be shown as this:



If you press the button 'HIBCC...' you will see the following dialog box:



When defining a variable HIBC barcode for Codablock F the user will see the previous dialog box. When marking the "var" boxes the field will be implemented as variable data input fields. These fields will be shown for the operator to be updated when printing a label.

If you want these fields to be viewed on the label as a standard text field, give the Codablock F barcode a name. The content of the Codablock F barcode will be found

as a field name when selecting the option from other field  
in the text field dialog box.

# Part 6: PrintMaster




## Introduction

PrintMaster is a program that will allow users to simplify the printing process by implementing a simple user interface to print labels. The program will be a drag and drop printing system. You will see a list of labels in a directory that you can drag and drop over a printer to print the selected Label.

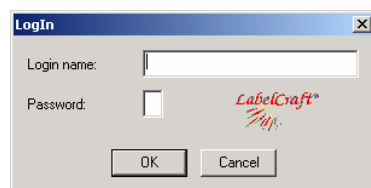


# How to use the program

## Starting the program

To start the program, select the icon  PrintMaster in the LabelCraft program group. When you start the program you will see a logon screen.

*Note! By default the system does not show the logon screen.*



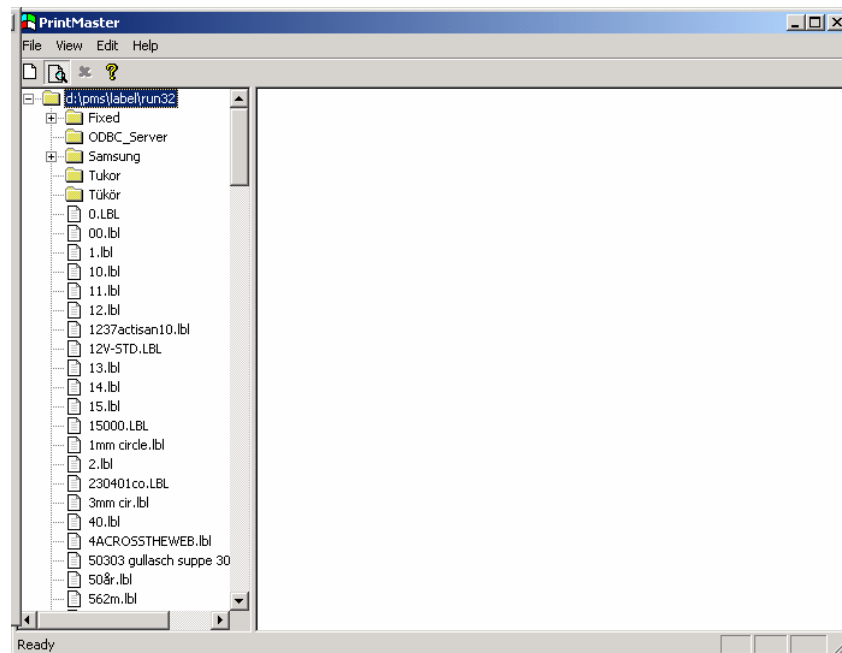
*Default login name is: A*

*Default password is: 1*

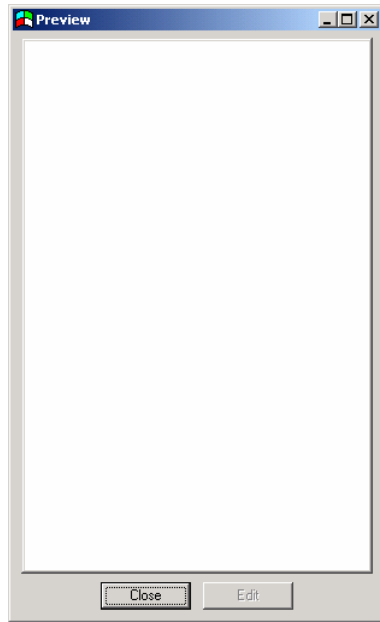
Press the OK button and the program will be ready for use.

You will see two dialog boxes on the screen:

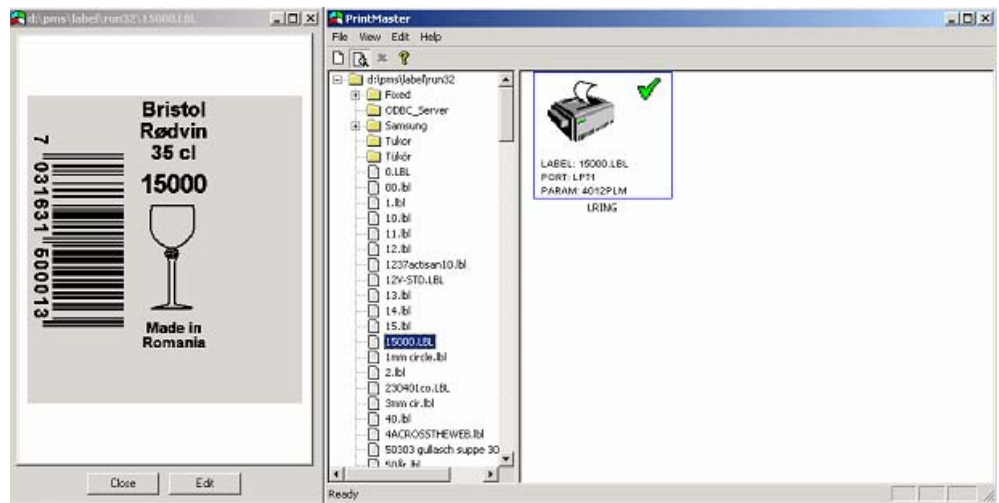
PrintMaster




and the preview screen:



At start up both screens are blank. When you select a label from the “file three” of the left side of the PrintMaster dialog box a preview of the label will be shown in the preview box and the available printers for this label will be shown in the right side of the dialog box.



Printers that is online will be shown with a  in the printer box.



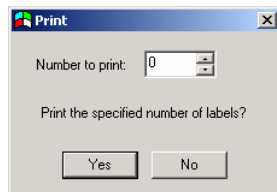
If the printer is not online the printer box will be shown like this:



Printers, where LabelCraft has implemented a two-way communications, will then show the status of the printer and the well as the ribbon length available if that is supported in the driver.

### How to print a label.





Select a label, sample.lbl. Available printers for this label will now be shown in the PrintMaster window and the preview for this label. Drag the icon (file name) for the label and drop it on the top of the printer. The Print dialog box will now be shown.



Set the number of labels to be printed and press the button "Yes". The system will print the specified the no. of labels.

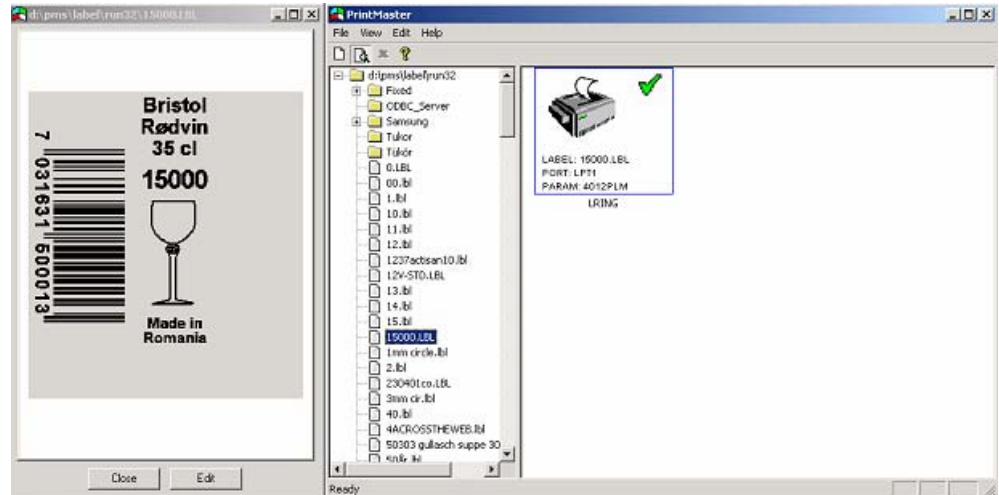
### Using the toolbar.

The toolbar consist of 4 icons

-  Setup icon which allows you to set up the different parameters in the system
-  Preview icon, which will toggle on and off the preview pane.
-  Delete printer icon, which will delete the selected printer from the printer panel.
-  The about icon, which will open the dialog box "About PrintMaster".

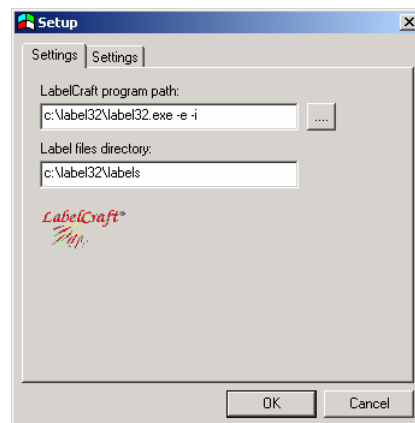
# PrintMaster reference guide

The program consists of a menu and a toolbar that will allow the user to setup the system and using short cuts. When the program opens up and a correct user and password has been added the following screen will be shown:



## File | Setup: "Setup" dialog box

Use this menu option to modify the program setup. When you choose **File | Setup**, you will see the "Setup" dialog box:

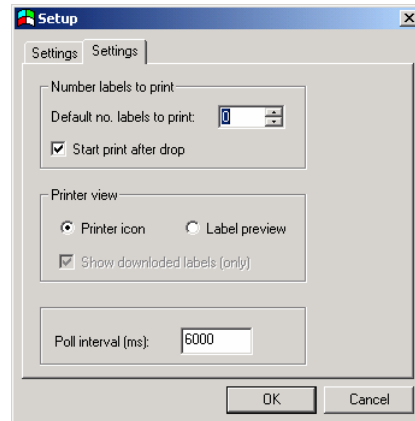


This dialog box consists of two tab sheets; "Settings" and "Settings".

The first sheet allows the user specify which paths and program to open for label preview and editing.

*NOTE! Use the parameters -e and -i in order to show the labels correct and not to be stopped by the main window in the software.*

The second sheet, Settings, will allow the user to modify the printing and control settings.



Default no. labels to print:	Here you will set up the number of labels to be the default print quantity.
Start print after drop	This option will allow you the disable printing. Please note that if this option is turned of (un-hatched) you will not be able to print any labels.
Printer icon	When selecting this option you will be able see a printer icon in the printer view.
Label preview	When selecting this option you will be able to see a small preview of the selected label instead of a printer icon in the printer view
Poll interval(ms)	Here you set the timing between each polling of the printer status.
OK	This button will save the setting.
Cancel	This button will cancel all settings that have been done.

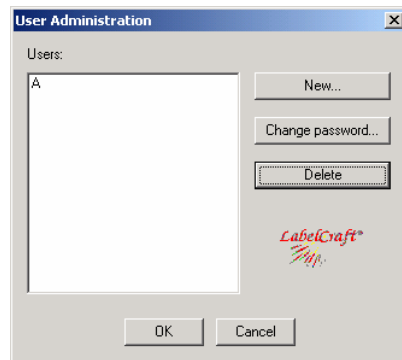
---

## **File | User admin: “User Administration” dialog box**

---

Use this menu option to modify the user administration. This function is only available if you are using a PrintMaster version with Password enabled. When you

choose **File | User admin**, you will see the “User Administration” dialog box:



Only a user with admin rights can only open this dialog box.

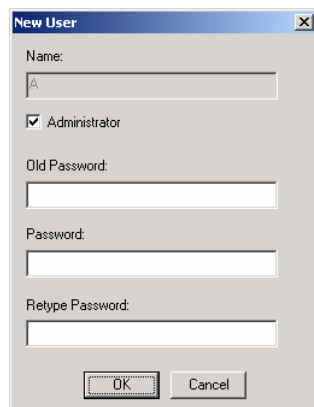
New...

This button will allow you to add a new user to the system. When pressing this button you will see the dialog box “New User”.



Change Password...

This button will allow you change the selected user password. This is done in the “New User” dialog box. Note! If the password is lost, you must delete the user and add him/her into the system as a new user.



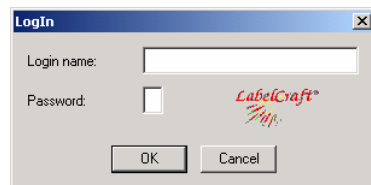
- Delete This button will delete the selected user.  
**NOTE!** No warnings are issued!
- OK This button saves the changes.
- Cancel This button will close the dialog box without the saving the settings on screen.

---

## File | Login New User: “LogIn” dialog box

---

Use this menu option to change user that is logged in. This function is only available if you are using a PrintMaster version with Password enabled. When you choose the menu **File | Login New User**, you will see the “LogIn” dialog box:



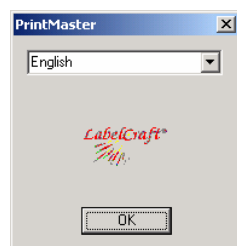
- Login name: Write the user name in this text box.
- Password: Write the password in this text box.
- OK This button will start the login with the supplied data from the two text boxes.
- Cancel This button will cancel the login.

---

## File | Language: “PrintMaster” dialog box

---

Use this menu option to change the available language. When you choose **File | Language**, you will see the “PrintMaster” dialog box:



In the dropdown list box you will see the available languages that can be used. Click on the language that you

want to use and press the “OK” button to confirm your selection.

---

## File | Exit

---

Use this menu option to exit the program.

---

## View | Toolbar

---

Use this menu option to show the toolbar in the program.



---

## File | Status Bar

---

Use this menu option to show the status bar in the bottom of the program window.



---

## File | Label Preview

---

Use this menu option to show the preview window.

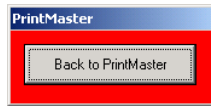


Close

This button will close the preview window.

Edit

This button will open the label editor. In the top left corner of the editor screen you will see this dialog box:



When you have modified the layout press the button “Back to PrintMaster” for returning to the PrintMaster program. If you forgot to save the label before pressing the button you will be asked if you want to save the changes.

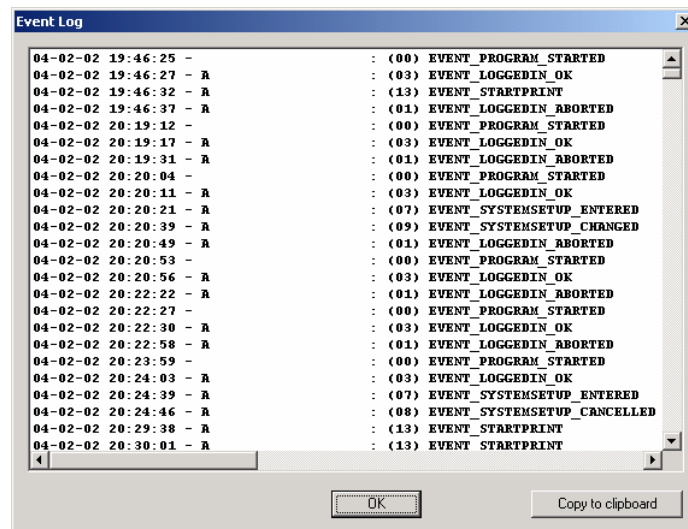
NOTE! If you are running with password/user management only people with administrator rights will see the button “Edit”.

---

## File | Event Log: “Event Log” dialog box

---

Use this menu option to open the event log. When you chose **File | Event Log**, you see the “Event Log” dialog box.



OK

This button will close the Event Log window.

This button will copy the text to the clipboard. This data can now be added into a text editor like notepad by using a paste command

Copy to clipboard

This button will copy the text to the clipboard. This data can now be added into a text editor like notepad by using a paste command

---

## **File | Save Screen State**

---

Use this menu option to the current screen setup as windows size and placement.

---

## **Edit | Remove Selected Printers**

---

Use this menu option to remove the printers that has been selected.

---

## **Edit | Remove All Printers**

---

Use this menu option to remove all the printers.

---

## **Edit | Label Editing**

---

Use this menu option to edit the selected label in LabelCraft. LabelCraft will now be opened. To return to the program, press the button “Back to PrintMaster”.

---

## **Help | About PrintMaster.: “About PrintMaster.. dialog” box.**

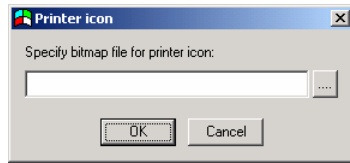
---

Use this menu option to view what version of PrintMaster that you are using. When you choose **Help | About PrintMaster**, you see the “About PrintMaster” dialog box.



### Modifying the printer icon

Sometimes you want to use own printer symbols to simplify the identification of the printers. You are able to modify these if the setup of the program has been setup to show printer icon. Right click the selected printer and you will see the “Printer icon” dialog box.



- ... This button will open a dialog box for setting/searching for the bitmap to be used.  
Note! Only BMP files can be used!
- OK This button will save the selected bitmap as the one that is to be viewed on the screen.
- Cancel This button will cancel the changes done in this session.

There is also a manual way of setting up what printer icons to be using. Then you must edit the "PrintMaster.ini" file manually. In the section [UserGraphic] you are able to add the path and file names. Please see the extract below:

```
[UserGraphic]
PRINTER0=C:\Label32\bitmaps\labelcrf.bmp
PRINTER1=
PRINTER2=
PRINTER3=
PRINTER4=
PRINTER5=
PRINTER6=
```

Printer 0 is the first printer in the printer list in the LabelCraft software. If you intend to use the graphic for signaling to user what printer and location changes in the setup can ruin your system. If you want to remove the bitmaps you must do this by manually remove it from the ini file.

---

## Default login name and password

---

The system is set-up with a default user with admin. rights.  
This user is:

**Username:**        A  
**Password:**        1