

# Using Legitronic to Design and Print Labels

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## For Legitronic Labeling Software Version 3.6.2

Weber Marking Systems, Inc.

711 W. Algonquin Road

Arlington Heights, IL 60005-4457

Phone: 847-364-8500 Fax: 847-364-8575

[www.webermarking.com](http://www.webermarking.com)

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# 1. Introduction

Welcome to the *Using Legitronic to Design and Print Labels*. This guide, an abridgement of the *Legitronic Labeling Software/ Legitronic Secure Series Labeling Software*, provides an overview of Legitronic, describes its windows and dialog boxes, and explains how to use its basic functions.

## About Legitronic

Legitronic enables you to design labels on any PCs running under Microsoft Windows®. You can print those labels on the industrial-grade printers supplied by Weber Marking Systems.

Legitronic is a flexible system that allows you to:

- Create label formats that include varied combinations of barcodes, graphics, constant data, date and time, lines, and boxes. You can also link label fields to database tables and print labels only for those records that match the print queries you create. You can print label fields in four orientations and in **reverse print**.
- Create label print jobs and save them for future use.
- Use Windows® Print Manager to delete, pause, restart, and change the order of print jobs stored in the print queue.

## How This Guide Is Organized

This guide contains four chapters:

- ❑ **Chapter 1, Introduction**, explains how this document is structured, defines the conventions used within and gives contact information for support.
- ❑ **Chapter 2, Getting Started**, explains the basic concepts and terms required to use Legitronic. It provides a brief review of Windows® conventions used in Legitronic, describes the Legitronic application window, and explains the use of dialog boxes and command buttons.
- ❑ **Chapter 3, Designing Labels**, explains how to design label formats using text, barcode, graphic, line, box, and raw data fields.
- ❑ **Chapter 4, Printing Labels**, explains how to print labels.

## Conventions Used In This Guide

The table below explains how this guide uses type as visual cues to certain Legitronic components, special keying techniques, or documentation conventions.

This	Represents
SMALL CAPITAL LETTERS	Keys on your keyboard, such as the ENTER key or the ALT key.
<i>italic</i>	Emphasized words and variables (names used to represent data items whose value can change).
<u>Italic</u>	Menus and menu options. The shortcut key is underlined. For example, the <u>T</u> ools menu can be selected by pressing ALT+T.
<u>Italic</u> → <u>Italic</u>	A sequence of menu selections that can be used to open a window or dialog box. For example, <u>F</u> ile→ <u>N</u> ew means “click the <u>F</u> ile menu and select the <u>N</u> ew option.” Using the keyboard, you would press ALT+F and then N.
<u>Command</u>	Command buttons in dialog boxes. For example, OK, Cancel, and <u>H</u> elp. The underlined letter on a button label identifies the shortcut key used in conjunction with the ALT key. For example, pressing ALT+H is the same as clicking the <u>H</u> elp command button.

**Note:** This guide includes sample displays of representative data that will not exactly match specific data displayed on your screen.

## Customer Support

For Legitronic technical support, call 847-364-8500 (ext. 773) between the hours of 8:00 AM and 4:30 PM, Monday through Friday. For hardware-related problems, call 847-364-8500 (ext. 776)

# 2. Getting Started

Legitronic follows standard Windows® conventions for display, data entry, and navigation. This chapter contains a brief review of Windows® conventions used in Legitronic

This chapter also describes the Legitronic application window, where you do all of your Legitronic work. It includes a description of each area that appears in most of the Legitronic windows:

- Title bar
- Menu bar
- Tool bar
- Status bar

## Legitronic under Windows

Legitronic runs just like any other Microsoft Windows® application. This guide assumes that you are familiar with Windows and know how to navigate within and among applications. Refer to your Microsoft Windows® documentation for detailed information about using Windows.

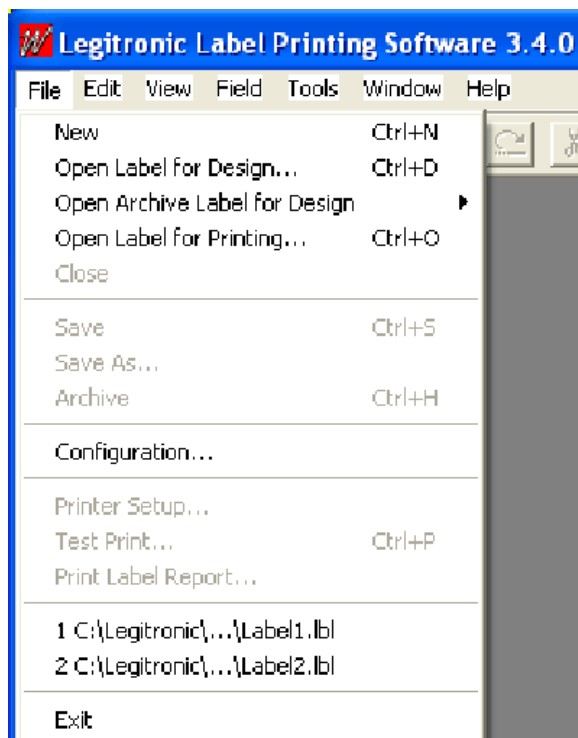
## Using the Mouse

You use the left (dominant) mouse button for most of your work in Legitronic. Instructions to *click* or *double-click* refer to the left mouse button. When the right mouse button can be used, you are instructed to *right-click*.

## Using Keyboard Shortcuts and the Mouse

Although you can use Legitronic without a mouse, most people are comfortable using a combination of the mouse and keyboard.

**Dropping down a menu.** The options in a menu can be dropped down (displayed) by clicking the menu name or by holding down the ALT key and pressing the underlined letter in the menu name. For example, to drop down the list of options in the *File* menu, you can press ALT+F.



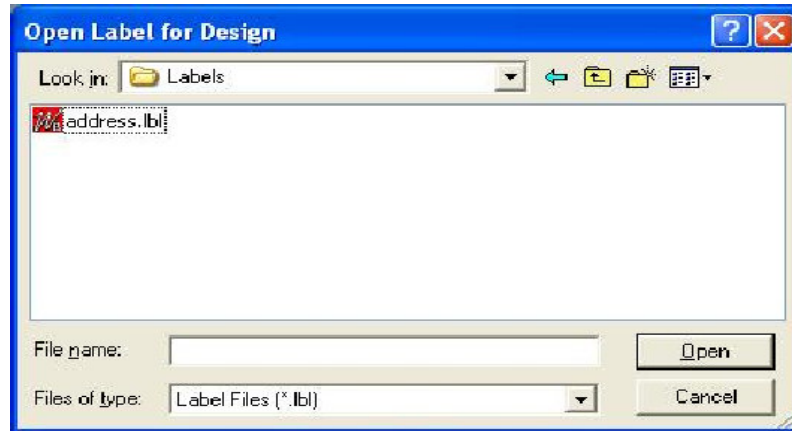
**Selecting a menu option.** When a menu's options are dropped down, click the option you want or press the key that corresponds to the underlined letter in the option name. For example, if the *File* menu is dropped down, you can simply press N to select the *New* option.

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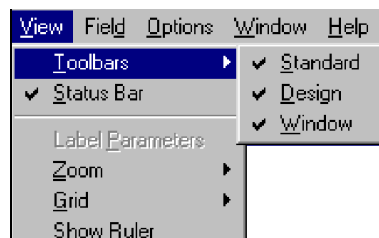
**Note:** Some options have shortcuts defined so you can access them without dropping down the menus. For example, you can select the *New* option without dropping down the menus shown above by holding down the CTRL key and pressing N.

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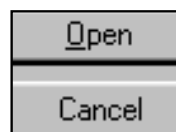
When an ellipsis (...) appears to the right of a menu option name, a dialog box opens when you click or select that option. For example, when you drop down the File menu and click Open Label for Design... or press D to select the Open Label for Design option, the Open Label for Design dialog box opens.



When the ► symbol appears to the right of a menu option name, an additional menu drops down when you click or select that option. For example, when you drop down the View menu and click Toolbars or press T to select the Toolbars option, an additional menu drops down.






**Selecting a command button.** The buttons you click to perform functions provided by dialog boxes are called *command buttons*. Some command buttons have a corresponding shortcut key. When a command button label includes an underlined letter, its command may be invoked by pressing ALT + the underlined letter *or* by clicking the command button. For example, the shortcut key for the Open command button is ALT+O. Standard command buttons are described on page 9.






**Scrolling.** When a window contains more items, rows, or columns than will fit in the display, you can use the mouse and scroll bars to display additional data. You can also use the arrow keys to scroll up, down, right, or left in the display.



**Minimizing a window.** To reduce the window to an icon at the bottom of the application window, click the  button at the right end of the title bar.

**Maximizing a window.** To expand a window to its full size, click the  button at the right of the title bar. (The presence of the  button indicates that the window is not at its maximum size. When this button is displayed, you can resize the window by dragging its corners.)

**Reducing window size.** To reduce a window from its maximum size to its most previous reduced size, click the  button at the right of the title bar. (The presence of the  button indicates that the window is at its maximum size.)

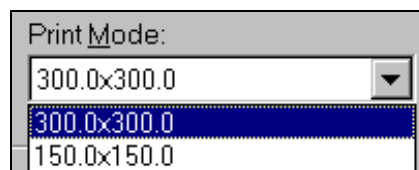
**Closing a window.** To close a window, select Close from the File menu, or simply click the  button at the right end of the title bar.

## Entering Field Data

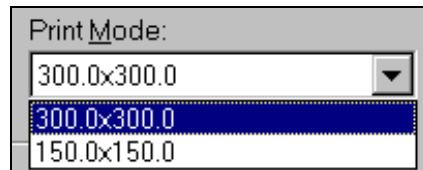
A *field* is a specified area in which you enter, or the system displays, a valid value for a particular data element. Several data entry methods are used in Legitronic, depending on the type of field. Legitronic uses the following types of fields:

**Text box** — a box into which you can type data. When you click inside a text box, the cursor changes to an I-beam.

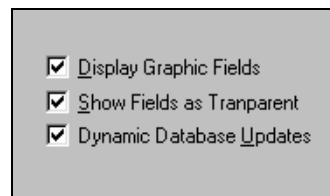
**Drop-down list** — a text box with a down-pointing arrow at its right end. Clicking the arrow drops down a list of values so that you can select a value by clicking it.



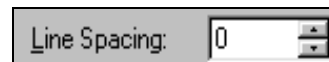
**Combo box** — a drop-down list that allows you to select a value by clicking it in the list *or* by typing the value directly into the text box. When you click inside the combo box, the cursor changes to an I-beam.



**Check box** — a small box to the left of a field name used as a toggle to turn an option on or off. Simply click the box to insert a checkmark in the box and turn the option on. Click it again to clear the box and turn the option off. Without the mouse, pressing the spacebar performs the toggle between on and off.



**Spin box** — a text box with both an up arrow and a down arrow at its right end. You can type a value in the field, or you can change the current value by using the mouse to spin a list of valid values up or down until the value you want is displayed. Spin boxes are used with numeric fields.

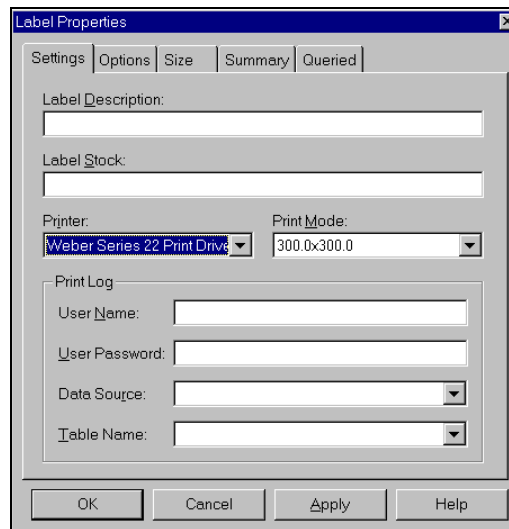


**Radio button** — a small round button that appears with others in a section of a display where you can select *only one* of several options. To select an option, simply click its label or its radio button. In the example below, you click one of the three radio buttons to select the Preview — none, first label only, or every label.



## Working with Tab Displays

Several windows in Legitronic include multiple displays that are accessed by clicking tabs that look like the tabs on file folders. Each tab has a label that identifies the function of that tab's display. Simply click the tab for the display you want to see or press CTRL-TAB. The example below shows five tab displays — **Settings**, **Options**, **Size**, **Summary**, and **Queried**.

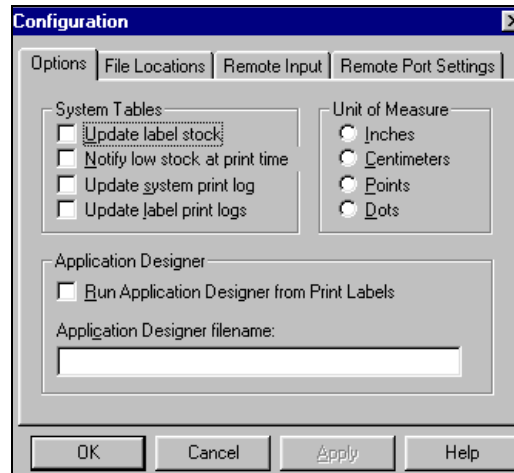


## Accessing Online Help

Legitronic's online help system allows you to display most of the information contained in this guide. You can access help by selecting an option from the *Help* menu.

## Using Dialog Boxes and Command Buttons

The Configuration dialog box, shown below, is typical of all dialog boxes in that you must respond to whatever the box is presenting before you can do any other work. You respond by entering data or making selections, and eventually clicking a command button in the dialog box to close the box.



Each of the Legitronic dialog boxes serves a specific purpose and includes one or more command buttons. However, each command button always performs the same function, regardless of the dialog box it appears in. The following table describes the standard command buttons.

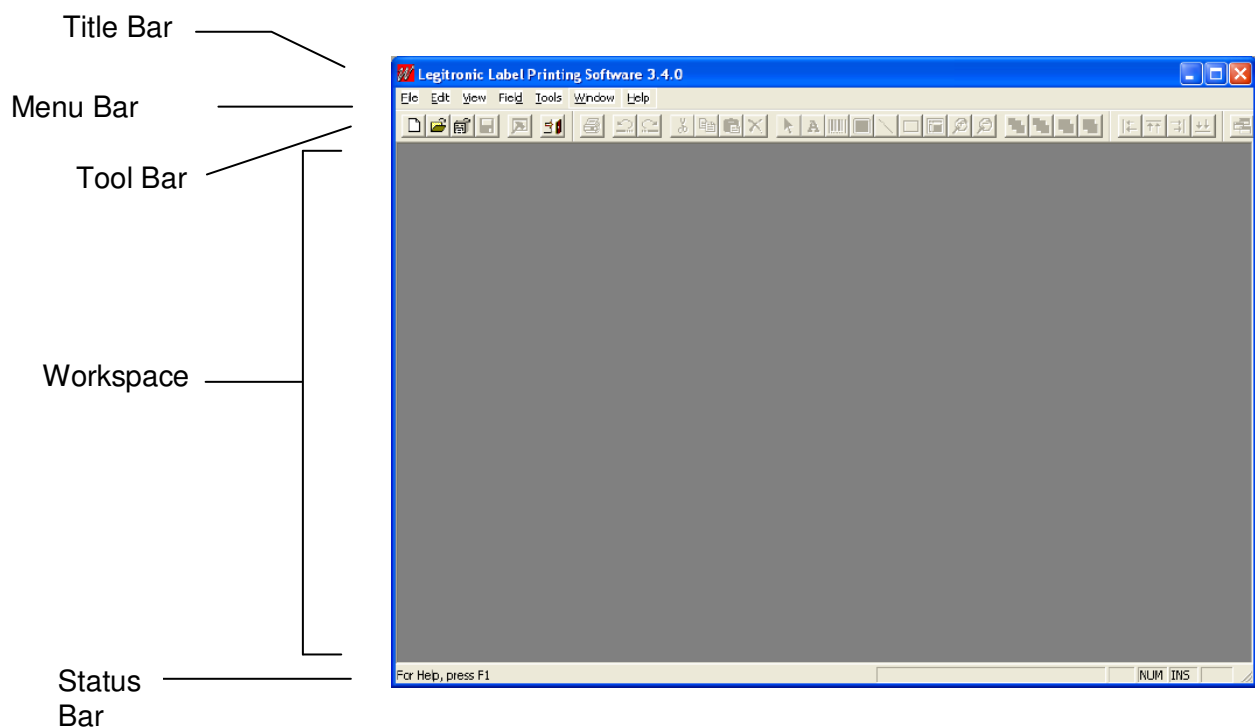
Command Button Label	Action
<u>A</u> pply	Applies your selections to the label format displayed.
<u>C</u> lose or OK	Closes the dialog box. If you have made changes that you have not saved, the system first gives you the opportunity to save them. You can press the ENTER key as a substitute for clicking the OK button.
Cancel	Closes the dialog box, ignoring any changes since you last saved data in the dialog box. Pressing the ESC key has the same effect as clicking the Cancel button.
Help	Opens the online help topic that explains the dialog box. The dialog box remains open.

## Opening Legitronic

To access any of the Legitronic functions, you must open the application. You start by double-clicking the Legitronic icon on the Windows® desktop. Alternatively, highlight the icon and press the ENTER key, or select Legitronic from the Windows® Start menu.

## The Legitronic Window

The window shown below is the Legitronic window. All your work in Legitronic is done with this displayed as the background. During your Legitronic work sessions, you select menu options or click buttons that display secondary windows or dialog boxes within the application *workspace* (the area below the tool bar at the top of the window).



The layout of the application window remains the same even when different windows and dialog boxes are displayed. The common areas are the *title bar*, the *menu bar*, the *tool bar*, and the *status bar*.

The following sections describe the common areas of the Legitronic application window, moving from the top to the bottom of the window.

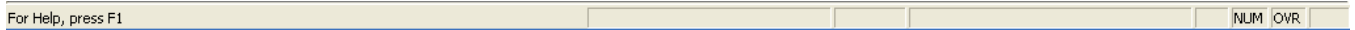
## Title Bar

Every window is bordered at the top by a title. The title bar of the Legitronic application window identifies the Legitronic application. The Legitronic icon is displayed at the left end of the tool bar. The buttons for minimizing, maximizing, and reducing the size of the application window are at the right end of the tool bar.



## Status Bar

The status bar, located at the bottom of the window provides information about the current state of what you are viewing in the window and any other contextual information, such as the coordinates of the cursor position. You can show or hide the status bar by selecting or deselecting it through the *View* menu.



## Menu Bar

The menu bar, located immediately below the title bar, is a horizontal list of items. Each item contains one or more *options*. When selected, each option invokes a function, opens a dialog box, or displays a list of additional options. Options in dimmed text are not available for the work you are currently doing.

Seven menus display in the Legitronic menu bar. These menus, discussed in the next seven sections, are:



## File Menu

Menu Option	Action When Selected
<u>N</u> ew	Allows you to design a new label.
Open Label for <u>D</u> esign...	Allows you to select the label you want to open.
Open Label for <u>P</u> rinting...	Allows you to select the label you want to print.

Menu Option	Action When Selected
<u>C</u> lose	Closes the active window. (There is only one active window, the window you are currently working in. Other windows may be open, but they are <i>inactive</i> .)
<u>S</u> ave	Saves any changes you made since the last time you saved changes.
Save <u>A</u> s...	Saves any changes you made since the last time you saved changes, under the name you specify.
Printer <u>S</u> etup...	Allows you to specify parameters for printing your label.
<u>T</u> est Print...	Prints a test print of the label in the active window.
Print Label <u>R</u> eport...	Prints a label report.
<u>E</u> xit	Closes the Legitronic application. If you have unsaved changes, the system allows you to save them before closing the application.

## Edit Menu

Menu Option	Action When Selected
<u>U</u> ndo	Reverses the last add, change, or delete you made.
<u>R</u> edo	Reverses the action of the Undo option.
<u>C</u> ut	Deletes the selected item from the display and moves it to the clipboard.
<u>C</u> opy	Copies the selected item to the clipboard.
<u>P</u> aste	Inserts an item from the clipboard into the display.
Paste <u>S</u> pecial...	Allows you to paste an OLE object or link to an OLE object from the clipboard.
<u>D</u> uplicate	Creates an exact copy of the selected field.
<u>D</u> elete	Removes the selected item from the display.
<u>S</u> elect	Allows you to select all or none of the fields in the label.
Change <u>I</u> con...	Changes the icon that represents the OLE object in Label Design.
<u>C</u> hange Source... Properties...	Changes the source of the OLE Object. When no field is selected, displays the Label Properties dialog box. When a field is selected, displays the Field Properties dialog box.

Menu Option	Action When Selected
<u>L</u> inks...	Manages an OLE object in the label, by allowing the link to be removed or updated.
Insert <u>N</u> ew Object...	Opens the Insert Object dialog box so that you can insert a new OLE object.
<u>O</u> bject	Allows you to open or edit an OLE Object.

## View Menu

Menu Option	Action When Selected
<u>T</u> oolbars	Allows you to show or hide the standard, design, and/or window tool bars.
<u>S</u> tatus Bar	Allows you to show or hide the status bar.
Label <u>P</u> arameters	Opens the Label Properties dialog box.
<u>Z</u> oom	Allows you to select a zoom option: Zoom <i>in</i> to a 50%, 100%, or 200% view of the entire label. Zoom out to view the entire label, entire label width, or entire label height.
<u>G</u> rid	Allows you to display the Grid Settings dialog box, display a grid, or snap the selected field to the lines in the grid,
Show <u>R</u> uler	Allows you to hide or show the ruler at the top of the window.

## Field Menu

Menu Option	Action When Selected
<u>S</u> elect	Allows you to select a field.
<u>T</u> ext	Allows you to draw a text field.
Bar <u>c</u> ode	Allows you to draw a barcode field.
<u>G</u> raphic	Allows you to draw a graphic field.
<u>L</u> ine	Allows you to draw a line.
<u>B</u> ox	Allows you to draw a box.
<u>R</u> aw	Allows you to draw a raw data field.
<u>Z</u> oom In	Allows you to zoom in on the selected field. Each time you click on the selected field, the zoom magnification increases.

Menu Option	Action When Selected
<u>M</u> ove to Front	Moves the selected field to the front layer of the label.
M <u>o</u> ve to Rear	Moves the selected field to the rear layer of the label.
Move <u>F</u> orward	Moves the selected field forward in the layers of the label.
Move Back <u>u</u>	Moves the selected field backward in the layers of the label.

## Options Menu

Menu Option	Action When Selected
<u>C</u> onfiguration	Allows you to update your Legitronic system configuration.

## Window Menu

In addition to the options listed below, the *Window* menu lists all open windows. Numbers next to the window names indicate the order in which they were opened or last active.

Menu Option	Action When Selected
<u>N</u> ew Window	Opens a new window whose contents are identical to the active window.
C <u>l</u> ose	Closes the active window.
C <u>l</u> ose All	Closes all open windows.
<u>C</u> ascade	Rearranges open windows so that they overlap, one on top of another. Shows a full view of the active window and only the title bar of inactive windows.
Tile <u>H</u> orizontal	Rearranges open windows in a horizontal tile pattern, from top to bottom.
Tile <u>V</u> ertical	Rearranges open windows in a vertical tile pattern, from left to right.
<u>A</u> rrange Icons	Neatly arranges the icons of minimized Legitronic windows.

## Help Menu

Menu Option	Action When Selected
<u>H</u> elp Topics	Displays the Legitronic online help system's table of contents.
<u>A</u> bout Legitronic	Opens the About Legitronic dialog box, which identifies the version of Legitronic that is installed on your computer.

## Tool Bar

The tool bar is located directly below the menu bar. The tool bar functions are always the same, regardless of which window appears below. This tool bar provides quick access to Legitronic windows and major print functions. Each button contains an icon representing its function. Pass the cursor over the button to display its description. All functions in the tool bar can also be accessed through the menu bar.









The tool bar is actually made up of three tool bars:
















- **Standard** — the leftmost tool bar allows you to design a new label, open an existing label for design or printing, and exit Legitronic.
- **Design** — the middle tool bar allows you to insert various types of fields in your label and to test print the label.
- **Window** — the rightmost tool bar allows you to open new windows and specify how the open windows should be displayed.












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**Note:** You can show or hide each of the three tool bars by selecting or deselecting it through the View menu.

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Icon	Description	Action When Clicked
<b>Standard Tool Bar</b>		
	<b>New</b>	Allows you to design a new label.
	<b>Open for Design</b>	Allows you to select the label you want to open.
	<b>Open for Printing</b>	Allows you to select the label you want to print.
	<b>Save</b>	Saves any changes you made since the last time you saved changes.
	<b>Configuration</b>	Allows you to update your Legitronic system configuration.
	<b>Exit</b>	Closes Legitronic. If you have unsaved changes, the system allows you to save them before closing the application.

Icon	Description	Action When Clicked
<b>Design Tool Bar</b>		
	<b>Test Print</b>	Prints a test print of the label in the active window.
	<b>Undo</b>	Reverses the last add, change, or delete you made.
	<b>Redo</b>	Reverses the action of the Undo option.
	<b>Cut</b>	Deletes the selected item from the display and moves it to the clipboard.
	<b>Copy</b>	Copies the selected item to the clipboard.
	<b>Paste</b>	Inserts an item from the clipboard into the display.
	<b>Delete</b>	Removes the selected item from the display.
	<b>Select</b>	Allows you to select all or none of the fields in the label.
	<b>Text</b>	Allows you to draw a text field.
	<b>Barcode</b>	Allows you to draw a barcode field.
	<b>Graphic</b>	Allows you to draw a graphic field.
	<b>Line</b>	Allows you to draw a line.
	<b>Box</b>	Allows you to draw a box.
	<b>Raw</b>	Allows you to draw a raw data field.
	<b>Zoom In</b>	Allows you to zoom in on the selected field. Each time you click on the selected field, the zoom magnification increases.

Icon	Description	Action When Clicked
	<b>Zoom Out</b>	Allows you to zoom out for a larger view of the selected field. Each time you click on the selected field, the view enlarges.
	<b>Move to Front</b>	Moves the selected field to the front layer of the label.
	<b>Move to Rear</b>	Moves the selected field to the rear layer of the label.
	<b>Move Forward</b>	Moves the selected field forward in the layers of the label.
	<b>Move Back</b>	Moves the selected field backward in the layers of the label.
<b>Window Tool Bar</b>		
	<b>New Window</b>	Opens a new window whose contents are identical to the active window.
	<b>Close</b>	Closes the active window.
	<b>Close All</b>	Closes all open windows.
	<b>Cascade Windows</b>	Rearranges open windows so that they overlap, one on top of another. Shows a full view of the active window and only the title bar of inactive windows.
	<b>Tile Horizontally</b>	Rearranges open windows in a horizontal tile pattern, from top to bottom.
	<b>Tile Vertically</b>	Rearranges open windows in a vertical tile pattern, from left to right.

## 3. Designing Labels

Label design requires advance planning. It is a good idea to finalize the label content and format before you begin creating the design in Legitronic.

When you are ready to use Legitronic, you can create an entirely new label format, or use the format for an existing label as the basis for your design. This chapter provides the detailed information you need to perform each of the label design steps:


- Opening the Label Design window
- Specifying the label properties
- Specifying the label fields
- Saving the label
- Printing a test label

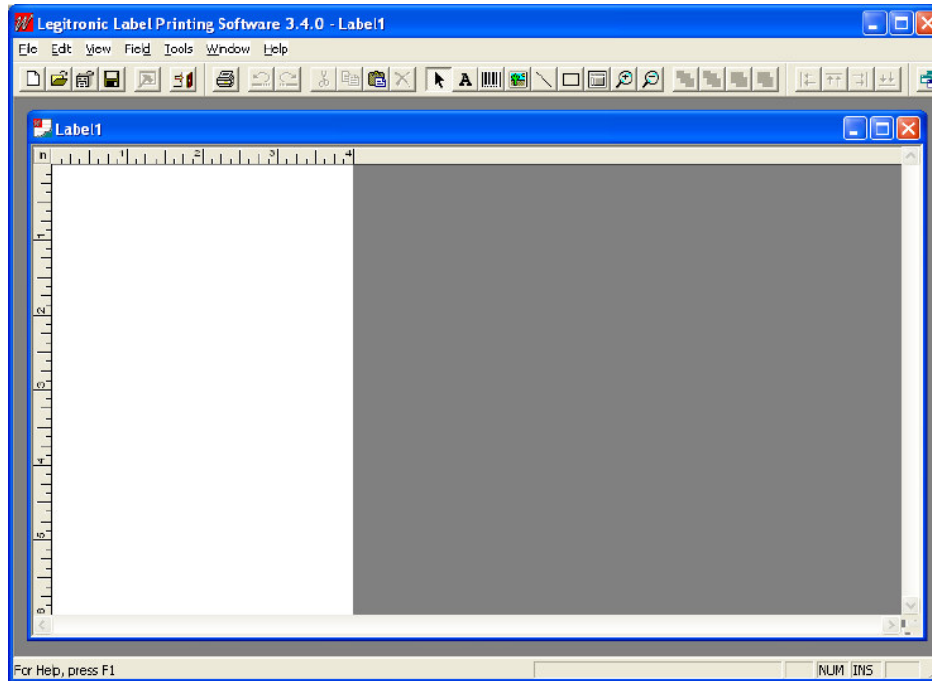
This chapter also discusses *object linking and embedding (OLE)*, a feature that allows you to link a file created in another application to a specific field.

### Opening the Label Design Window

When you open the Label Design window, you must indicate whether you are creating a new label design or using an existing label as the basis for your design.


## Creating a New Label Design

To create a new label design, click  in the tool bar or select *File* → *New* from the menu bar to open a blank Label Design window.



## Using an Existing Label Design

Follow these steps to use an existing label as the basis for your design:

1. Click  in the tool bar or select *File* → *Open Label for Design...* from the menu bar. The Open Label for Design dialog box opens.



2. Locate and select the file name for the label format you want to use.
3. Click Open. The label you selected is displayed in the Label Design window.

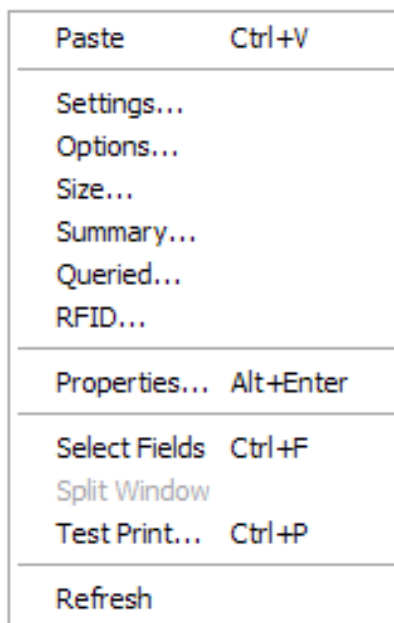
## Specifying Label Properties

To specify the properties for a label, you either specify the properties you want for a new label design *or* modify the properties of an existing label design.

### Label Properties — Procedure

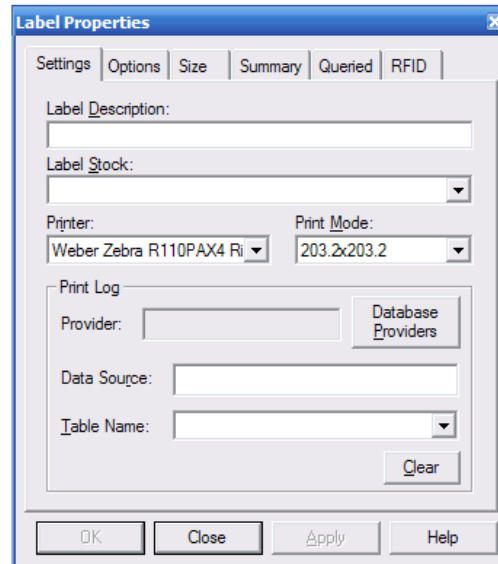
Follow these steps to specify the properties for a label:

1. Open a new or existing label in the Label Design window.
2. Right-click to display the following menu. (Before you right-click, make sure that the cursor is not positioned within any of the label fields and that no field is selected.)



The tabs in the Label Properties dialog box are listed at the top of the menu. If you select a tab name, the Label Properties dialog box opens with that tab activated. If you select **Properties**, the Label Properties dialog box opens with the Settings tab activated.

3. Select the appropriate option. The Label Properties dialog box opens.

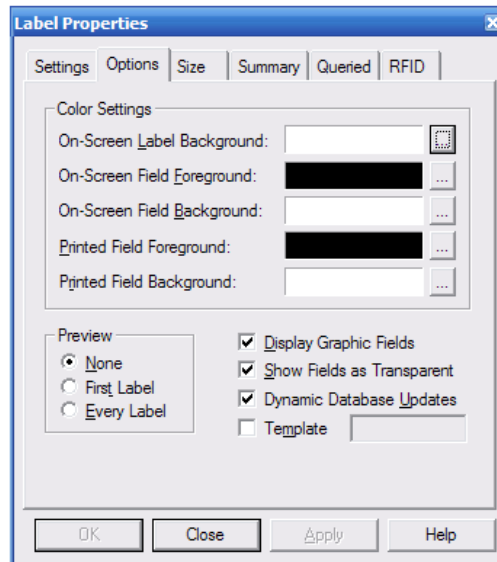


4. On each relevant tab of the Label Properties dialog box, specify new properties or modify existing properties, as necessary. (The specifications on each tab are described in the following sections.)
5. When you have completed your property selections, click OK.

## Label Properties — Settings Tab

Specification	Description
Label	Label description.
Label Stock	Stock to be used for the label.
Printer	Type of printer that will print the label.
Print Mode	Print mode to be used for printing the label.
<b>Print Log</b> – the print log feature allows you to capture information from one or more fields on a label.	
Database Provider	Launches the Data Link tool for establishing a connection to the Print Log database.
Data Source	Shows the data source selected using the Data Link tool.
Table Name	Name of table contains the print log
Clear	Clears data entered above.

## Label Properties — Options Tab



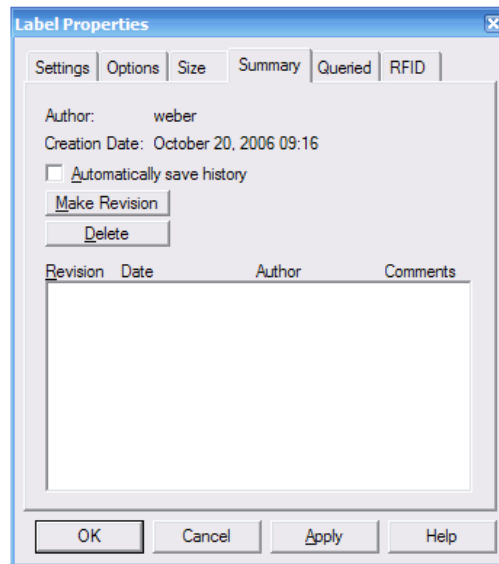
Specification	Description
On-Screen Label Background	Label background color for on-screen display.
On-Screen Field Foreground	Field color for on-screen display.
On-Screen Field Background	Field background color for on-screen display.
Printed Field Foreground	Field text color for printed labels.
Printed Field Background	Field background color for printed labels.
<b>Preview</b>	
None	No label preview will occur prior to printing a label.
First Label	Label preview will occur prior to printing the first label in a job.
Every Label	Label preview will occur prior to printing every label in a job.
<b>Checkboxes</b>	
Display Graphic Fields	When checked, graphic fields display on the screen.
Show Fields as Transparent	When checked, the topmost field is transparent so that the field below it is visible when fields overlap.
Dynamic Database Updates	When checked, the Label Design window is automatically updated as changes are made in the Field Properties dialog box for text and barcode fields.
Template	When checked, the Label Design is saved as a template.

## Label Properties — Size Tab

The screenshot shows the 'Label Properties' dialog box with the 'Size' tab selected. The 'Design Width' is set to 4.000, 'Design Height' is 4.000, and 'Margin' is 0.000. Under 'Print Rotation', the '0°' option is selected. Under 'Unit of Measure', the 'Inches' option is selected. In the 'Multiple Across' section, 'Horizontal Count' is 1 and 'Horizontal Print Interval' is 4.000. In the 'Continuous Label Stock' section, 'Vertical Print Interval' is 4.000. The dialog has 'OK', 'Cancel', 'Apply', and 'Help' buttons at the bottom.

Specification	Description
Design <u>W</u> idth	The width of the label.
Design <u>H</u> eight	The height of the label.
<u>M</u> argin	The margin along the left edge of the label in which text cannot print.
<b>Print Rotation</b> – the number of degrees the label contents should be rotated when printed: $0^\circ$ , $90^\circ$ , $180^\circ$ , or $270^\circ$ .	
<b>Unit of Measure</b> – unit to be used for entering and displaying measurements: <i>Inches</i> , <i>Centimeters</i> , <i>Points</i> , or <i>Dots</i> .	
<b>Multiple Across</b>	
<u>H</u> orizontal Count	The number of labels that will print side by side across the label stock.
Horizontal Print <u>I</u> nterval	The distance between the left edge of one label and the left edge of the next label.
<b>Continuous Label Stock</b>	
<u>V</u> ertical Print Interval	The distance between the top of one label and the top of the next label.

## Label Properties — Summary Tab



Specification	Description
Author	User name used when signing into Legitronic. When no user name was used, <b>Unknown</b> appears as the author.
Creation Date	The date and time the label was created.
<u>A</u> utomatically save history	When checked, revision history is saved automatically.
<u>R</u> evision Date	Date of label revision.
Author	User name associated with the revision.
Comments	Free-form remarks about the revision.

## Command Buttons

In addition to the standard command buttons, the Label Properties dialog box contains these command buttons:

Make Revision – used to log a revision and enter a comment.

Delete – used to delete a highlighted revision.

(For a description of the standard command buttons, refer to “Using Dialog Boxes and Command Buttons” in Chapter 2.)

## Label Properties — Queried Tab

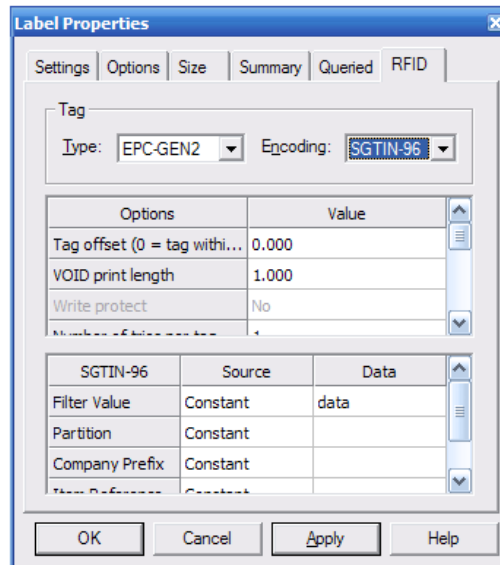
Specification	Description
Database Providers	Launches the Data Link tool for establishing a connection to the Print Log database.
Clear	Clears data entered on the tab.
Data Source	Shows the data source selected using the Data Link tool.
Table Name	Name of the table that contains the data you want to use.
Search Field	The field in the table to search for particular values.
Start Value	The first value for which a label should be printed.
End Value	The last value for which a label should be printed.
Use SQL Expression	When checked, the SQL expression entered in the SQL Expression box is used to select labels for printing. If this field is checked when start and end values have been specified, those values are converted to an SQL expression.
Reevaluate Auto Counts	When checked, the field value is re-evaluated for every database record. Otherwise, the value for the first database record is used for all labels printed.
SQL Expression	The SQL expression that will be used to select labels for printing.

## Label Properties — RFID Tab

Specify RFID label details as follows.

### Tag

- **Type:** Select the type of inlay embedded in the label.
- **Tag Encoding:** Select the encoding scheme required by the label.



### Options

- **Tag Offset:** Tag Offset has three possible values as follows:
  1. **Tag Offset = 0** This value (zero) indicates the RFID tag is positioned in the effective area, per the printer manufacturers specification, and the label will not be retarded or advanced prior to encoding the tag.
  2. **Tag Offset = -1** This value (negative one) instructs the printer to use it's internal setting for the tag position and the label may be retarded or advanced prior to encoding the tag.
  3. **Tag Offset = >0** A value greater than zero instructs the printer to advance the label the specified distance prior to encoding the tag.
- **Antenna margin:** Distance from label edge to transponder. Set to zero to use the printer's default distance.
- **Void print length:** Length of image printed on label to indicate a transponder failure.
- **Write protect:** Select to prevent additional write cycles and protect the encoded data.
- **Number of tries per tag:** Specifies how many times the printer attempts to write and read a transponder before determining a transponder failure.
- **Number of labels to try:** Specifies how many labels the printer attempts to produce before determining a failure.
- **Error Handling:** Specifies the printer action when there is a failure producing an RFID label.

- **Verify:** Instructs the printer to verify the transponder is an Alien® qualified transponder.
- **Pre-Read RFID Tag:** Instructs the printer to pre-read the tag prior to performing a write/read test.
- **Applicator Signal:** Instructs the printer to use two print start signals. Weber applicators must use one print start signal.

### RFID Data Sources

Data fields in an encoding scheme can be:

- Constant data
- Referenced from a label format field

SGTIN-96	Source	Data
Filter Value	Constant	data
Partition	Constant	
Company Prefix	Field	
Item Reference	Constant	

Buttons: OK, Cancel, Apply, Help

Enter constant data directly or select a field from the label format to reference.

SGTIN-96	Source	Data
Company Prefix	Field	
Item Reference	Constant	EPC_Company
Serial Number	Constant	

Buttons: OK, Cancel, Apply, Help

## Specifying the Label Fields

Each label you design is made up of elements called *fields*. There are six types of fields:

- Text
- Barcode
- Graphic
- Line
- Box
- Raw Data

### New Label Design

When you are creating a new label design, you begin your work in a blank Label Design window. You create new fields by defining the space they will occupy, specifying their properties, and entering their content. Once you have created a field, you may need to delete it or change its position, properties, or content.

### Existing Label Design

When you are using an existing label as the basis for your design, you work with the existing fields displayed in the Label Design window. You can change the position, properties, and content of the existing fields. You may also need to delete certain fields and create new ones.

### Positioning a Field and Defining Its Space

Follow these steps to create a new field:

1. Specify the type of field you want to create by clicking the appropriate tool bar button or by selecting the field type from the *Field* menu.
2. Move the cursor to the appropriate position on the label. The cursor changes to the crosshairs symbol (+).
3. Depress the left mouse button while dragging the cursor to define the area to be occupied by the field.

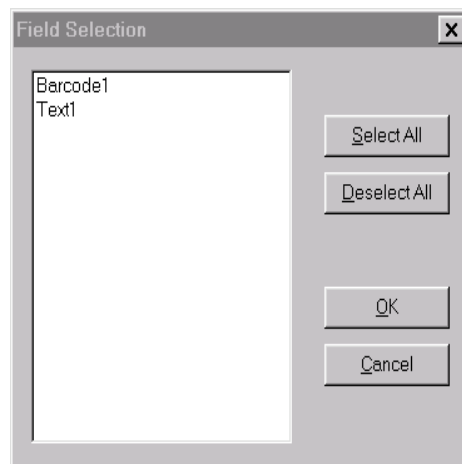
## Repositioning a Field

Follow these steps to reposition a field

1. Click the field to select it.
2. Position the cursor within the field.
3. Depress the left mouse button while dragging the field to the appropriate position on the label.

## Selecting a Field

Selection of individual fields to edit via Select → Edit → Fields is supported. The dialog shown below appears allowing the user to select any number of fields.



Non-printing fields appear with this symbol to the left of the field name.



Non-display fields appear with this symbol to the left of the field name.



## Resizing a Field

Follow these steps to resize a field:

1. Click the field to select it.
2. Position the cursor over one of the six black squares on the perimeter of the field.



The cursor changes to a double-ended arrow ( $\leftrightarrow$ ).

3. Depress the left mouse button while dragging the cursor to enlarge the field.

---

**Note:** Resizing a text or graphic field does not change the size of the text or graphic it contains unless the dynamic fit or fixed aspect ratio options are selected. When resizing a barcode field, the barcode will grow taller, but can grow only as wide as the type of barcode allows. When resizing line and box fields, the line or box will be the same size as the field.

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## Field Alignment Tool

The alignment feature users to align a group of fields along any side (top, bottom, left, and right) of the dominant field's boundary. The dominant field is the last field selected.

The alignment tool is available in Edit → Alignment or via the alignment toolbar shown below.



## Deleting a Field

Follow these steps to delete a field:

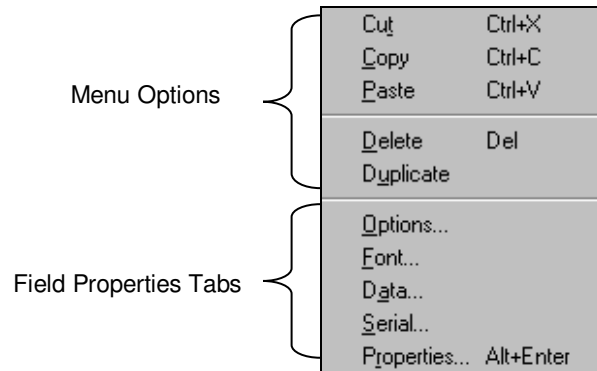
1. Select the field.
2. Select *Edit* → *Delete* from the menu bar *or* press the **Delete** key on your keyboard.

## Specifying Field Properties

Field properties are specified in the Field Properties dialog box. The number of tabs in the Field Properties dialog box and the contents of each tab vary according to the type of field

Follow these steps to specify the properties for a field:

1. Click the field to select it.
2. Position the cursor within the field and right-click to display the following menu.



The tabs in the Field Properties dialog box are listed at the bottom of the menu. If you select a tab name, the Field Properties dialog box opens with that tab activated. If you select **Properties**, the Field Properties dialog box opens with the Settings tab activated.

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**Note:** The menu options displayed will vary according to the type of field selected.

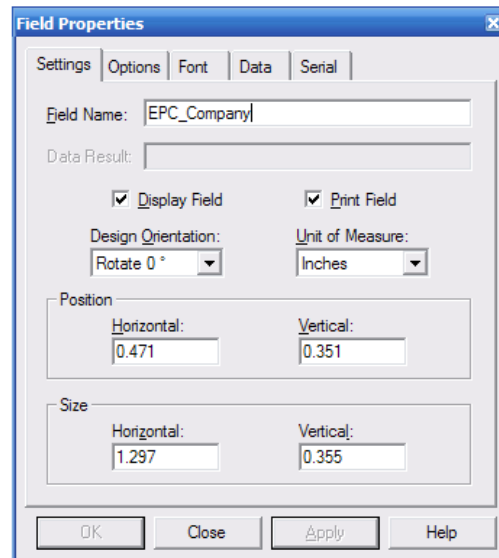
---

3. Select the appropriate option. The Field Properties dialog box opens.
4. On each relevant tab of the Field Properties dialog box, specify new properties or modify existing properties, as necessary. (The specifications on each tab are described in the following sections, by type of field.)
5. When you have completed your property specifications, click OK.

## Text Fields

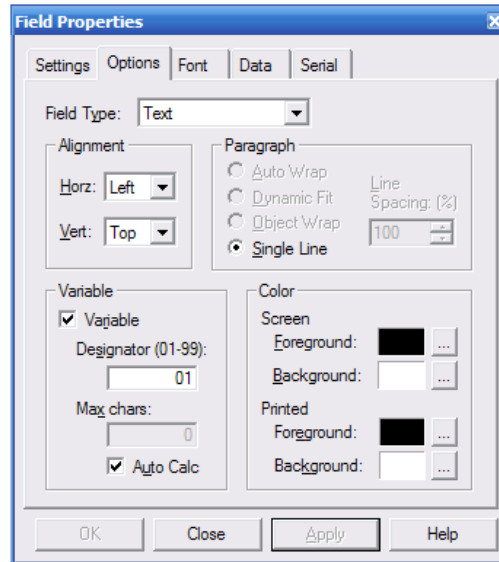
For text fields, the Field Properties dialog box contains five tabs – Settings, Options, Font, Data, and Serial.

### Text Fields — Settings Tab



Specification	Description
Field Name	For each new field you create, Legitronic displays a default field name that automatically increments the name. <b>Change the name to something meaningful, to eliminate mistakes when choosing or referencing individual fields. (See pages 30 and 53)</b>
Data Result	For a field that uses a data expression, the result of that expression. For a field that uses supplied data, the default data entered, if any.
Display Field	When checked, the field displays on the screen.
Print Field	When checked, the field prints on the label.
Design Orientation	The number of degrees the field contents should be rotated when printed: $0^\circ$ , $90^\circ$ , $180^\circ$ , or $270^\circ$ .
Unit of Measure	Unit to be used for entering and displaying measurements: <i>Inches</i> , <i>Centimeters</i> , <i>Points</i> , or <i>Dots</i> .
<b>Position</b>	
Horizontal	The horizontal position of the upper left corner of the field.
Vertical	The vertical position of the upper left corner of the field.
<b>Size</b>	
Horizontal	The horizontal length of the field.
Vertical	The vertical length of the field.

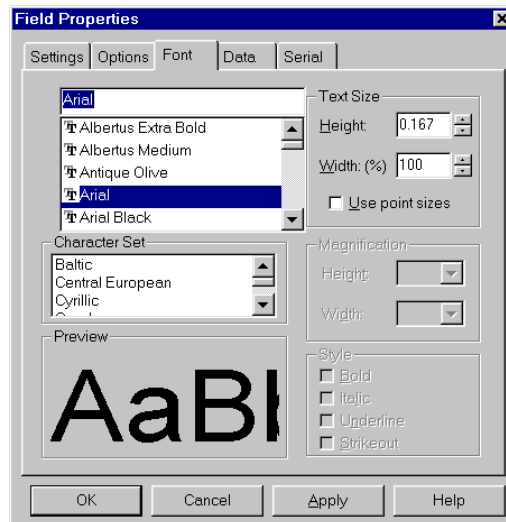
## Text Fields — Options Tab



Specification	Description
Field Type	Type of field — <i>Text, Barcode, Graphic, Line, Box, or Raw.</i>
<b>Alignment</b>	
<u>H</u> orz	Horizontal justification to be used — <i>Left, Right, Center, or Justify</i> (left and right justification).
<u>V</u> ert	Vertical justification to be used — <i>Top, Bottom, Center, or Justify</i> (top and bottom justification).
<b>Paragraph</b>	
<u>A</u> uto Wrap	When checked, text is automatically separated into lines based on the width of the field.
<u>D</u> ynamic Fit	When checked, the font size is automatically adjusted so that the text fills the entire field.
<u>O</u> bject Wrap	When checked, the paragraph field is wrapped around another field, known as the object field when it is dragged against any side of the object field.
Single Line	Single Line of text used with variable fields and label templates.
<b>Color</b>	
Screen Foreground	Field text color for on-screen display.
Screen Background	Field background color for on-screen display.
Printed Foreground	Field text color for printed labels.
Printed Background	Field background color for printed labels.
<b>Variable</b>	
Variable	When checked, the field is processed as a variable field on a label template.
Designator	Enter a unique designator for the field.
Max Chars	Enter the maximum number of characters in the variable field.
Auto Calc	When checked, Legitronic automatically calculates the maximum number of characters based on the size of the field rectangle.

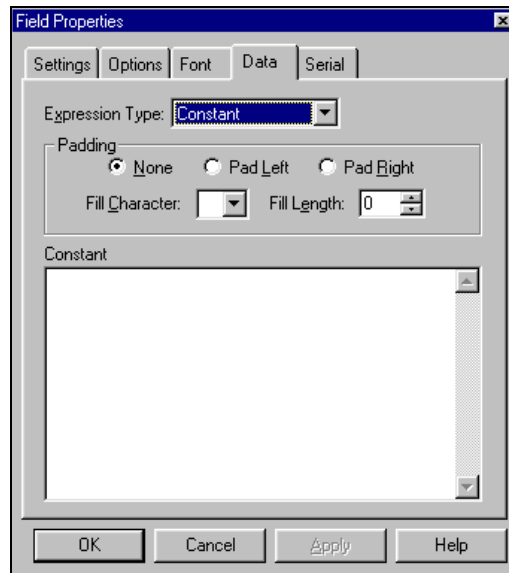
## Text Fields — Font Tab

The Font property page, as shown below, allows the user to select any installed character set for system TrueType fonts.



Specification	Description
[Selected Font]	The font to be used in the selected field.
<b>Text Size</b>	
<u>H</u> eight	For a scalable font, the exact height of the text.
<u>W</u> idth	For a scalable font, the exact width of the text.
<u>U</u> se point sizes	When checked, point size is used for the Height and Width specifications.
<b>Style</b>	
<u>I</u> nverse	When checked, the foreground and background colors will be <b>reversed</b> .
<u>I</u> talic	When checked, the text will print in <i>italic</i> . (Available for soft fonts only.)
<u>B</u> old	When checked, the text will print in <b>bold</b> . (Available for soft fonts only.)
<u>U</u> nderline	When checked, the text will print <u>underlined</u> . (Available for soft fonts only.)
<u>S</u> trikeout	When checked, the text will print with <del>strikeout</del> characters through it. (Available for soft fonts only.)
<b>Magnification</b>	
<u>H</u> eight	For a non-scalable font, the amount of height magnification.
<u>W</u> idth	For a non-scalable font, the amount of width magnification.
<b>Preview</b>	Results of your font specifications.

## Text Fields — Data Tab



Expression Type identifies the type of data the field will contain— *Constant*, *Reference Field*, *Database*, *Text File*, *Date or Time*, *String Builder*, or *Supplied Input*. The control fields that appear below vary according to the type of data selected. The types of data and their respective control fields are described in **Data Types** on page 52.

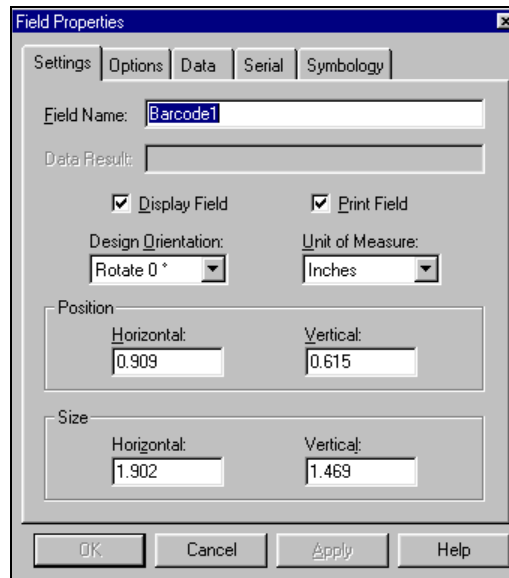
## Text Fields — Serial Tab

Specification	Description
<b>Serial Number</b> – <u>N</u> o, <u>Y</u> es, <u>T</u> racking (keep track of last number used for this serial number).	
Start Value	Beginning serial number value.
Increment	The number to be used to increment the serial number.
Tracking Serial Number Name	Name of serial number to be used.
<b>Leading Fill Character</b>	
<u>C</u> harter	Character to be used to pad the serial number.
Length	Length (in characters) of serial number.
<b>Automatic Label Counts</b>	
<u>T</u> his field determines number of identical labels printed	When checked, the value of this field determines the number of identical labels printed.
This <u>f</u> ield determines number of labels serialized	When checked, the value of this field determines the number of labels serialized.

## Barcode Fields

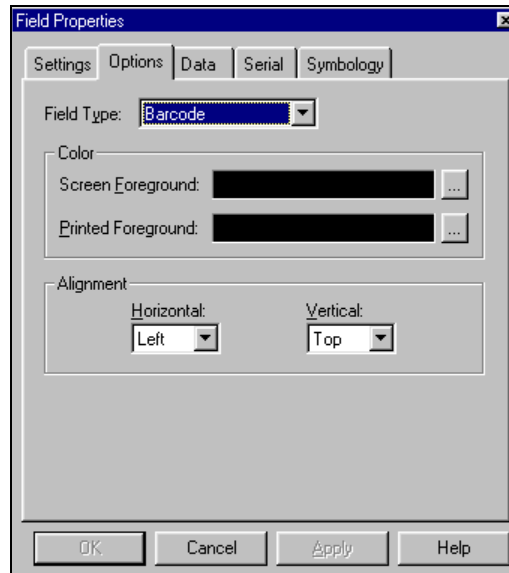
For barcode fields, the Field Properties dialog box contains five tabs – Settings, Options, Data, Serial and Symbology.

### Barcode Fields — Settings Tab



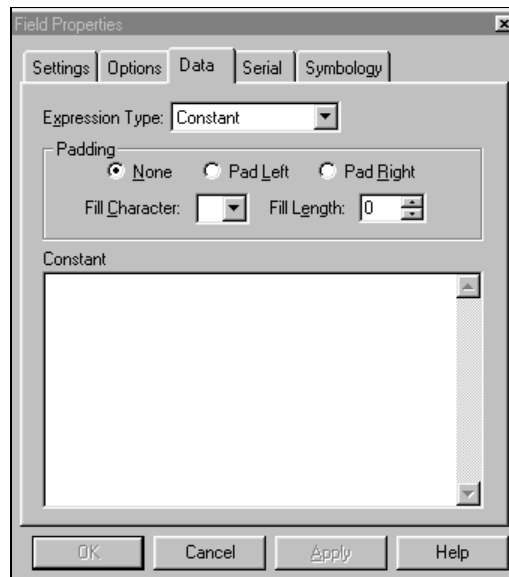
Specification	Description
Field Name	For each new field you create, Legitronic displays a default field name that automatically increments the name. <b>Change the name to something meaningful, to eliminate mistakes when choosing or referencing individual fields. (See pages 30 and 53)</b>
Data Result	Does not apply to barcode fields.
Display Field	When checked, the field displays on the screen.
Print Field	When checked, the field prints on the label.
Design Orientation	The number of degrees the field contents should be rotated when printed: <i>0°</i> , <i>90°</i> , <i>180°</i> , or <i>270°</i> .
Unit of Measure	Unit to be used for entering and displaying measurements: <i>Inches</i> , <i>Centimeters</i> , <i>Points</i> , or <i>Dots</i> .
<b>Position</b>	
Horizontal	The horizontal position of the upper left corner of the field.
Vertical	The vertical position of the upper left corner of the field.
<b>Size</b>	
Horizontal	The horizontal length of the field.
Vertical	The vertical length of the field.

## Barcode Fields — Options Tab



Specification	Description
Field Type	Type of field – <i>Text, Barcode, Graphic, Line, Box, or Raw</i> .
<b>Color</b>	
Screen Foreground	Field foreground color for on-screen display.
Printed Foreground	Field foreground color for printed labels.
<b>Alignment</b>	
Horizontal	Horizontal justification to be used — <i>Left, Right, Center, or Justify</i> (left and right justification).
Vertical	Vertical justification to be used — <i>Top, Bottom, Center, or Justify</i> (top and bottom justification).

## Barcode Fields — Data Tab

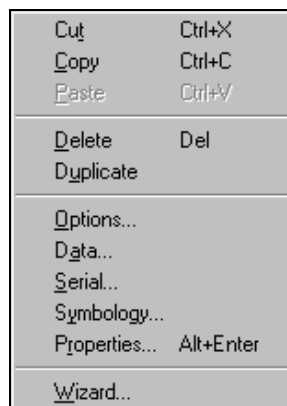


The Expression Type field displays the type of data the field will contain --*Constant*, *Reference Field*, *Database*, *Text File*, *Date or Time*, *String Builder*, or *Supplied Input*. The control fields that appear below vary according to the type of data selected. The types of data and their respective control fields are described in **Data Types** on page 52.

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**Note:** A wizard is available for constructing the data for UCC/EAN128 (GS1-128) bar codes. The wizard allows you to select Application Identifiers (AI), check digits, and other parameters associated with these bar codes. To access the wizard, click the bar code field to select it, position the cursor within the field, and right-click to display the menu shown below. Then select Wizard.

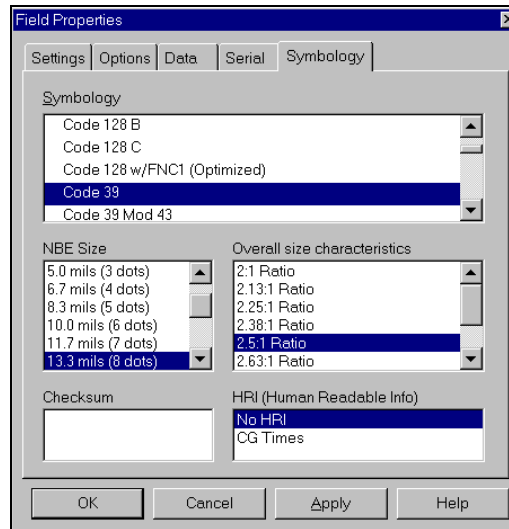
---



## Barcode Fields — Serial Tab

Specification	Description
<b>Serial Number</b> — <u>N</u> o, <u>Y</u> es, <u>T</u> racking (keep track of last number used for this serial number).	
Start Value	Does not apply to barcode fields.
Increment	Does not apply to barcode fields.
Tracking Serial Number Name	Does not apply to barcode fields.
<b>Leading Fill Character</b>	
<u>C</u> harter	Does not apply to barcode fields.
Length	Does not apply to barcode fields.
<b>Automatic Label Counts</b>	
<u>T</u> his field determines number of identical labels printed	When checked, the value of this field determines the number of identical labels printed.
<u>T</u> his field determines number of labels serialized	When checked, the value of this field determines the number of labels serialized.

## Barcode Fields — Symbology Tab



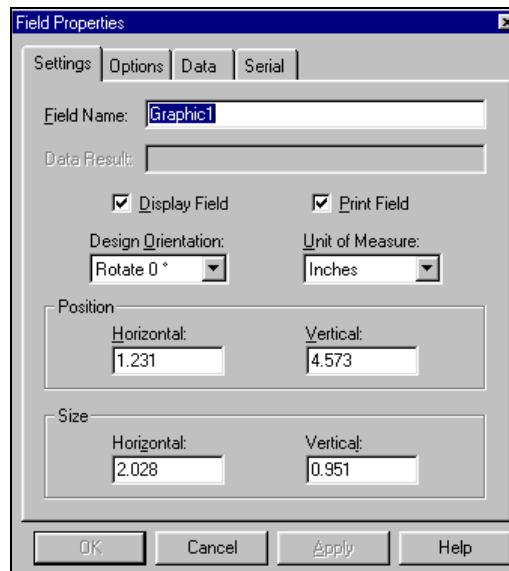
Specification	Description
Symbology	The barcode symbology (type) to be used.
NBE Size	The size of the barcode.
Overall size characteristics	Summary of size characteristics.
Checksum	Checksum formula to be used for verification of barcode data.
HRI (Human Readable Info)	Fonts available for display of the text associated with the barcode. When NO HRI is selected, the text associated with the barcode is <i>not</i> displayed.

## Graphics Fields

Legitronic supports the following graphic file formats:

- Windows Bitmap (.BMP)
- JPEG (Joint Photo Experts Group – JPG)
- Zsoft PCS (.PCX)
- TIFF
- Windows Metafile (.WMF – a vector format)
- Targa (.TGA)
- WordPerfect Graphic (.WPG)

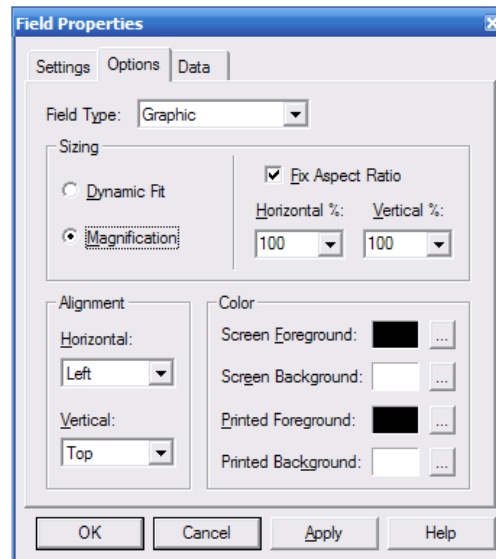
### Graphics Fields — Settings Tab



Specification	Description
Field Name	For each new field you create, Legitronic displays a default field name that automatically increments the name. <b>Change the name to something meaningful, to eliminate mistakes when choosing or referencing individual fields. (See pages 30 and 53)</b>
Data Result	Does not apply to graphics fields.
Display Field	When checked, the field displays on the screen.
Print Field	When checked, the field prints on the label.
Design Orientation	The number of degrees the field contents should be rotated when printed: <u>0</u> °, <u>90</u> °, <u>180</u> °, or <u>270</u> °.
Unit of Measure	Unit to be used for entering and displaying measurements: <u>Inches</u> , <u>Centimeters</u> , <u>Points</u> , or <u>Dots</u>
<b>Position</b>	
Horizontal	The horizontal position of the upper left corner of the field.
Vertical	The vertical position of the upper left corner of the field.

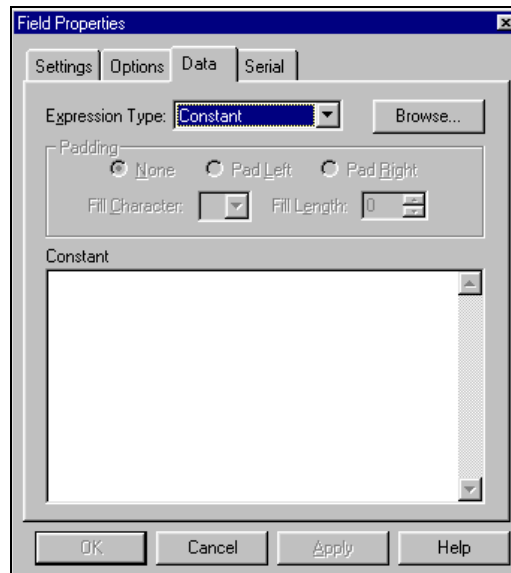
Specification	Description
<b>Size</b>	
Horizontal	The horizontal length of the field.
Vertical	The vertical length of the field.

## Graphics Fields — Options Tab



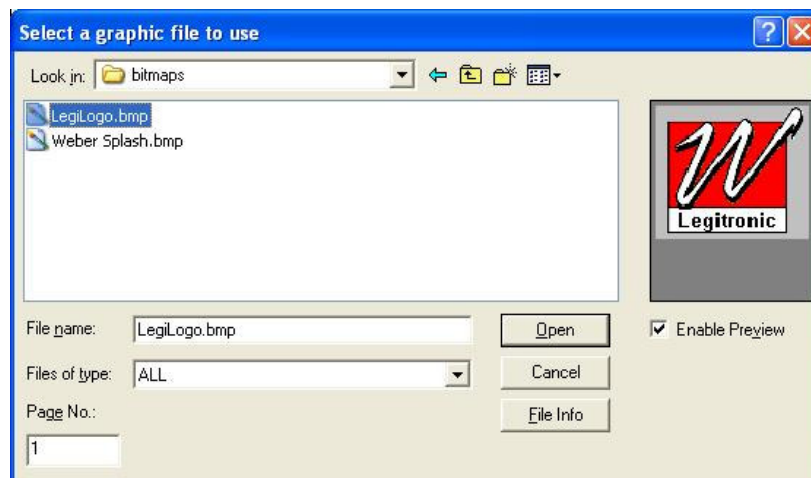
Specification	Description
Field Type	Type of field — <i>Text, Barcode, Graphic, Line, Box, or Raw.</i>
<b>Sizing</b>	
<u>D</u> ynamic Fit	When checked, the graphic is automatically sized to fill the entire field.
Magnification	When checked, the graphic is automatically sized as specified by the Horizontal and Vertical percentages.
Fixed <u>A</u> spect Ratio	When checked, the graphic's proportions are maintained during resizing.
<u>H</u> orizontal	The amount of height magnification.
<u>V</u> ertical	The amount of width magnification.
<b>Color</b>	
Screen <u>F</u> oreground	Field foreground color for on-screen display.
Screen <u>B</u> ackground	Field background color for on-screen display.
<u>P</u> rinted Foreground	Field foreground color for printed labels.
<u>P</u> rinted Background	Field background color for printed labels.

## Graphics Fields — Data Tab



The **Expression Type** field displays the type of data the field will contain — Constant, Reference Field, Database, Text File, Date or Time, String Builder, or Supplied Input. The control fields that appear below vary according to the type of data selected. The types of data and their respective control fields are described in **Data Types** on page 52.

**Browse Button.** In addition to the standard command buttons, the Data tab contains the **Browse** command button, used to locate the graphic file you want to use. When you click **Browse**, Legitronic opens the dialog box shown below. When you have located the file you want to use, select it and click **Open**.



(For a description of the standard command buttons, refer to “Using Dialog Boxes and Command Buttons” in Chapter 2.)

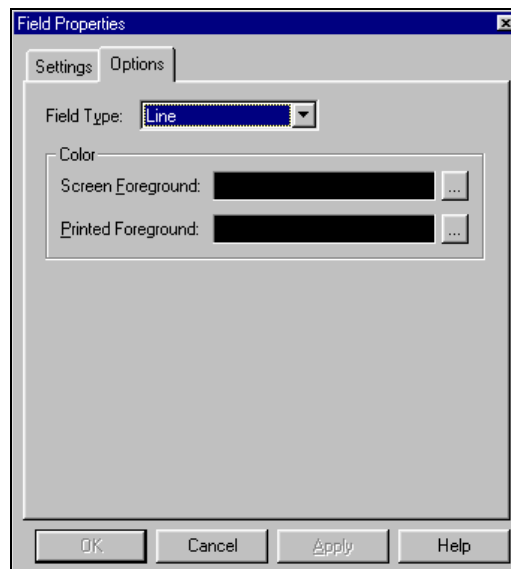
## Line Fields

### Line Fields — Settings Tab

The screenshot shows the 'Field Properties' dialog box with the 'Settings' tab selected. The 'Field Name' is 'Line1'. The 'Data Result' field is empty. Both 'Display Field' and 'Print Field' checkboxes are checked. 'Design Orientation' is set to 'Rotate 0°' and 'Unit of Measure' is 'Inches'. Under the 'Position' section, 'Horizontal' is 0.657 and 'Vertical' is 2.685. Under the 'Size' section, 'Horizontal' is 1.483 and 'Vertical' is 0.000. The dialog has 'OK', 'Cancel', 'Apply', and 'Help' buttons at the bottom.

Specification	Description
Field Name	For each new field you create, Legitronic displays a default field name that automatically increments the name. <b>Change the name to something meaningful, to eliminate mistakes when choosing or referencing individual fields. (See pages 30 and 53)</b>
Data Result	Does not apply to line fields.
Display Field	When checked, the field displays on the screen.
Print Field	When checked, the field prints on the label.
Design Orientation	The number of degrees the field contents should be rotated when printed: $0^\circ$ , $90^\circ$ , $180^\circ$ or $270^\circ$ .
Unit of Measure	Unit to be used for entering and displaying measurements: <i>Inches</i> , <i>Centimeters</i> , <i>Points</i> , or <i>Dots</i> .
<b>Position</b>	
Horizontal	The horizontal position of the upper left corner of the field.
Vertical	The vertical position of the upper left corner of the field.
<b>Size</b>	
Horizontal	The horizontal length of the field.
Vertical	The vertical length of the field.

## Line Fields — Options Tab



Specification	Description
Field Type	Type of field — <i>Text, Barcode, Graphic, Line, Box, or Raw.</i>
<b>Color</b>	
Screen Foreground	Field foreground color for on-screen display.
Printed Foreground	Field foreground color for printed labels.

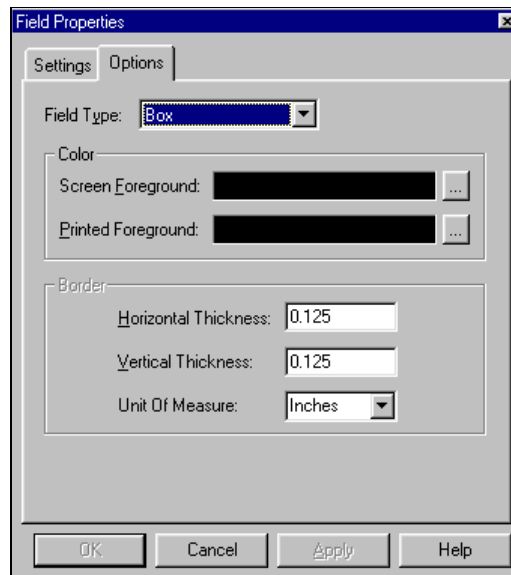
## Box Fields

### Box Fields — Settings Tab

The screenshot shows the 'Field Properties' dialog box with the 'Settings' tab selected. The 'Field Name' is 'Box1'. The 'Data Result' field is empty. Both 'Display Field' and 'Print Field' are checked. 'Design Orientation' is set to 'Rotate 0°' and 'Unit of Measure' is 'Inches'. Under 'Position', 'Horizontal' is 0.713 and 'Vertical' is 3.119. Under 'Size', 'Horizontal' is 1.455 and 'Vertical' is 0.937. The dialog has 'OK', 'Cancel', 'Apply', and 'Help' buttons at the bottom.

Specification	Description
<u>F</u> ield Name	For each new field you create, Legitronic displays a default field name that automatically increments the name. <b>Change the name to something meaningful, to eliminate mistakes when choosing or referencing individual fields. (See pages 30 and 53)</b>
<u>D</u> ata Result	Does not apply to box fields.
<u>D</u> isplay Field	When checked, the field displays on the screen.
<u>P</u> rint Field	When checked, the field prints on the label.
<u>D</u> esign <u>O</u> rientation	The number of degrees the field contents should be rotated when printed: <u>0</u> °, <u>90</u> °, <u>180</u> °, or <u>270</u> °.
<u>U</u> nit of Measure	Unit to be used for entering and displaying measurements: <u>I</u> nches, <u>C</u> entimeters, <u>P</u> oints, or <u>D</u> ots.
<b>Position</b>	
<u>H</u> orizontal	The horizontal position of the upper left corner of the field.
<u>V</u> ertical	The vertical position of the upper left corner of the field.
<b>Size</b>	
<u>H</u> orizontal	The horizontal length of the field.
<u>V</u> ertical	The vertical length of the field.

## Box Fields — Options Tab



Specification	Description
Field Type	Type of field — <i>Text, Barcode, Graphic, Line, Box, or Raw.</i>
<b>Color</b>	
Screen Foreground	Field foreground color for on-screen display.
Printed Foreground	Field foreground color for printed labels.
<b>Border</b>	
Horizontal Thickness	Thickness of the horizontal lines that make up the box.
Vertical Thickness	Thickness of the vertical lines that make up the box.
Unit of Measure	Unit to be used for entering and displaying measurements: <i>Inches, Centimeters, or Points.</i>

## Raw Fields

Raw fields contain data to be used by the printer when the labels are printed. This is an extremely advanced feature of Legitronic, so it is not covered in this document. For detailed information about raw field command strings, refer to the Programmers Guide for the Brand/ Model of printer you are using.

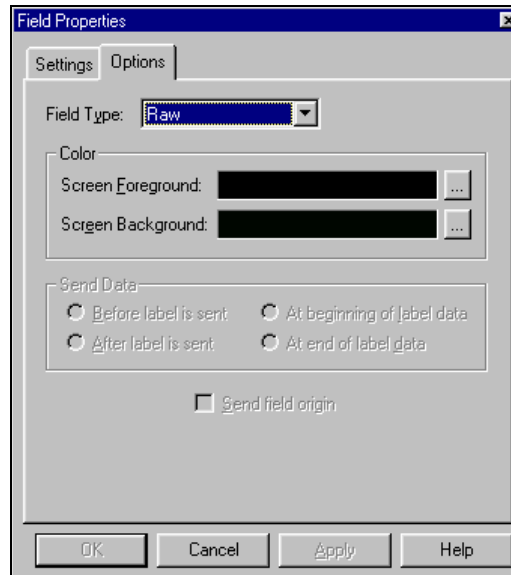
### Raw Fields — Settings Tab

The screenshot shows the 'Field Properties' dialog box with the 'Settings' tab selected. The 'Field Name' is 'Raw1'. The 'Data Result' field is empty. Both 'Display Field' and 'Print Field' checkboxes are checked. 'Design Orientation' is set to 'Rotate 0°' and 'Unit of Measure' is 'Inches'. Under 'Position', 'Horizontal' is 0.490 and 'Vertical' is 2.476. Under 'Size', 'Horizontal' is 1.413 and 'Vertical' is 0.448. The dialog has 'OK', 'Cancel', 'Apply', and 'Help' buttons at the bottom.

Specification	Description
Field Name	For each new field you create, Legitronic displays a default field name that automatically increments the name. <b>Change the name to something meaningful, to eliminate mistakes when choosing or referencing individual fields. (See pages 30 and 53)</b>
Data Result	Does not apply to raw fields.
Display Field	When checked, the field displays on the screen.
Print Field	When checked, the field prints on the label.
Design Orientation	The number of degrees the field contents should be rotated when printed: $0^\circ$ , $90^\circ$ , $180^\circ$ , or $270^\circ$ .
Unit of Measure	Unit to be used for entering and displaying measurements: <i>Inches</i> , <i>Centimeters</i> , <i>Points</i> , or <i>Dots</i> .
<b>Position</b>	
Horizontal	The horizontal position of the upper left corner of the field.
Vertical	The vertical position of the upper left corner of the field.

Specification	Description
<b>Size</b>	
Horizontal	The horizontal length of the field.
Vertical	The vertical length of the field.

## Raw Fields — Options Tab



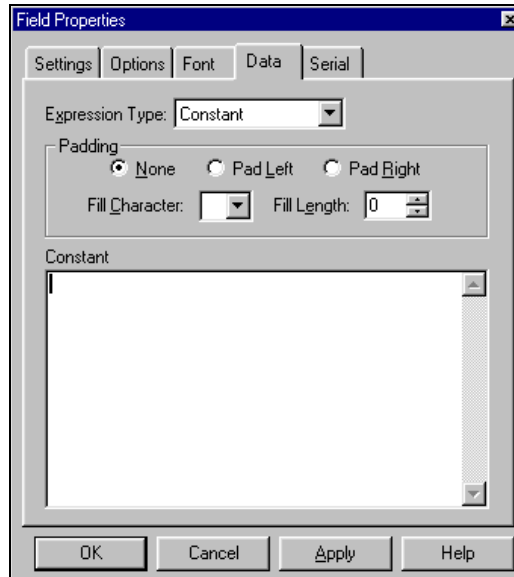
Specification	Description
Field type	Type of field – <i>Text, Barcode, Graphic, Line, Box, or Raw.</i>
<b>Color</b>	
Screen Foreground	Field foreground color for on-screen display.
Screen Background	Field background color for on-screen display.
Send Data	Selection of when the content of the raw data field is to be sent to the printer: After label is sent At beginning of label data At end of label data
Send field origin	When checked, the coordinates of the raw data will be sent to the printer.

## Data Types

This section describes the controls for the various data types available on the Data tab of the Field Properties dialog box.

### Constant

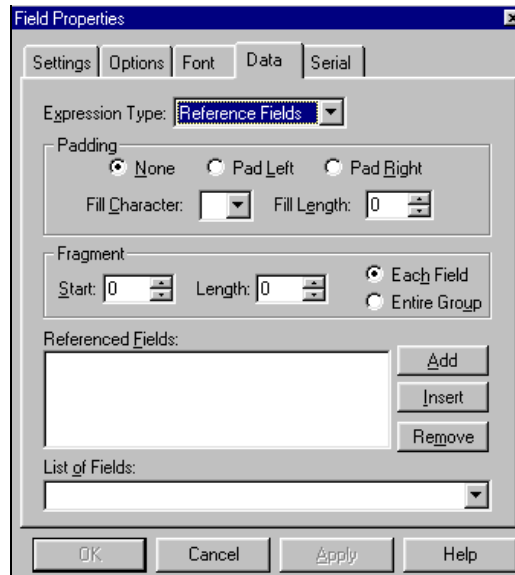
Constant data remains unchanged every time the label is printed



Specification	Description
Padding	Type of padding desired when the field content is shorter than the length specified in the Fill Length field – none, pad left, or pad right.
Fill Character	Character to be used to pad the field.
Fill Length	The maximum allowable length of the field.
Constant	<p>For <i>text</i> fields, the text that will print on each label.</p> <p>For <i>barcode</i> fields, the data that will be translated into a barcode printed on each label.</p> <p>For <i>graphic</i> fields, the file name that contains the graphic (including path). When you don't know the graphic name, click the <b>Browse</b> button, select the file name, and click <b>Open</b>.</p> <p>For <i>raw</i> fields, the printer commands for each label.</p>

## Reference

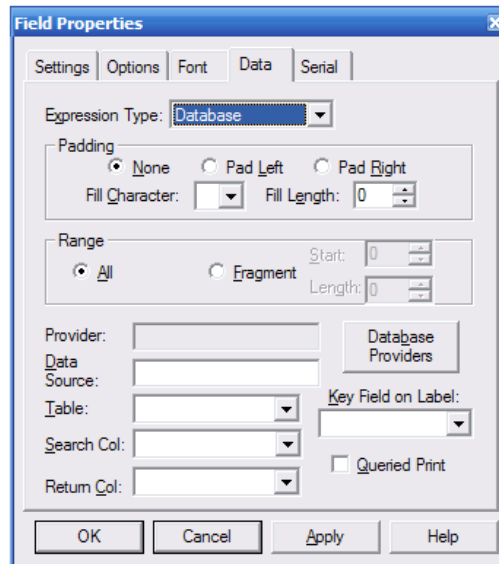
Reference fields allow you to reference other fields on the label. The field will combine data from the referenced fields in their order of reference



Specification	Description
Padding	Type of padding desired when the field content is shorter than the length specified in the Fill Length field – none, pad left, or pad right.
Fill Character	Character to be used to pad the field.
Fill Length	The maximum allowable length of the field.
<b>Fragment</b> – you can specify a start position and maximum length for each referenced field or for the entire group of referenced fields.	
Start	The position at which the data should begin.
Length	The maximum length of the field.
Referenced Fields	<p>From the drop-down List of Fields, select each field you want to reference. Once selected, the field name appears in the List of Fields box.</p> <p>To add the selected field to end of the referenced field list, click <b>Add</b>.</p> <p>To insert the selected field <i>before</i> a particular referenced field list, select that referenced field and click <b>Insert</b>.</p> <p>To remove a field from the referenced field list, select it and click <b>Remove</b>.</p>
List of Fields	A drop-down list of fields available for reference in this field.

## Database

Database fields allow you to obtain field data from a selected database.

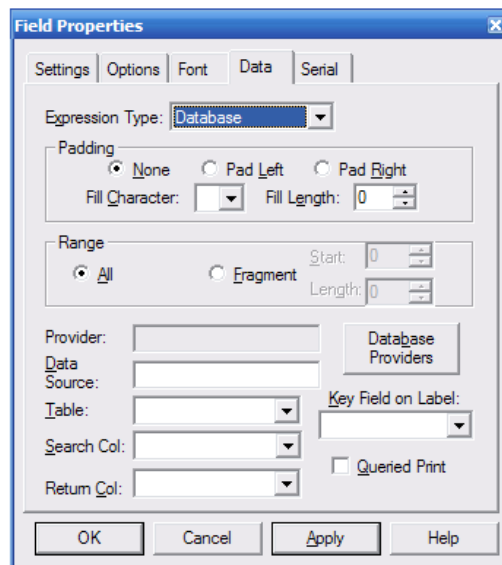


Specification	Description
Padding	Type of padding desired when the field content is shorter than the length specified in the Fill Length field – none, pad left, or pad right.
Fill Character	Character to be used to pad the field.
Fill Length	The maximum allowable length of the field.
<b>Fragment</b> – you can specify a start position and maximum length for the field.	
Start	The position at which the data should begin.
Length	The maximum length of the field.
Queried Print	When checked, the field will get its data from the data source identified below.
Database Providers	Launches the Data Link tool for establishing a connection to the Print Log database.
Data Source	Shows the data source selected using the Data Link tool.
Table	Name of the table that contains the data you want to use.
Search Col	The database column to be searched for the appropriate record.
Return Col	The database field in the selected record that contains the data to be used in the label field.
Key Field on Label	The label field that contains the data used to select the database record.

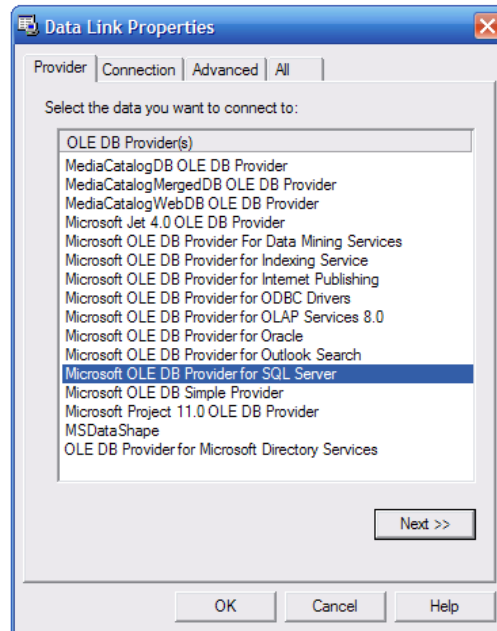
## OLE DB Database Support

OLE DB is the most direct and reliable method for database connectivity today. Developed by Microsoft, OLE DB is a set of interfaces that expose data from a variety of diverse information sources. OLE DB enables Legitronic to connect to a wider variety of data sources than ODBC. OLE DB also enables Legitronic to connect to Unicode data sources to provide multi-lingual label printing. Legitronic continues to provide support for ODBC as well.

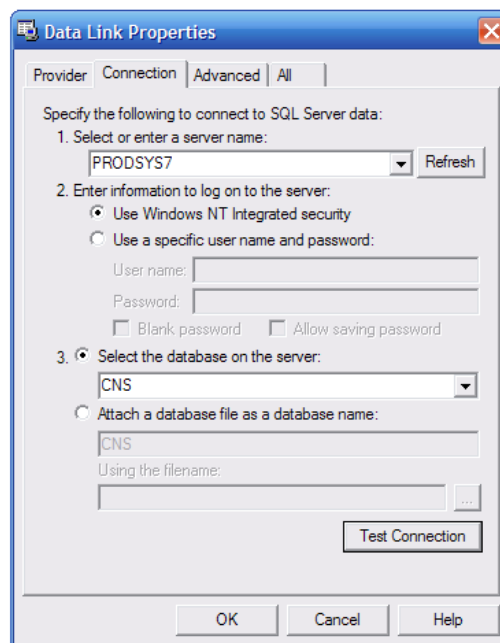
The database field property page now includes a Database Provider button to start the Data Link tool.



Use the Data Link tool to select the database provider for the target database. Many database providers are included and others are available from database application publishers.



Click the Connection tab to select the database server and the database located on the selected server.



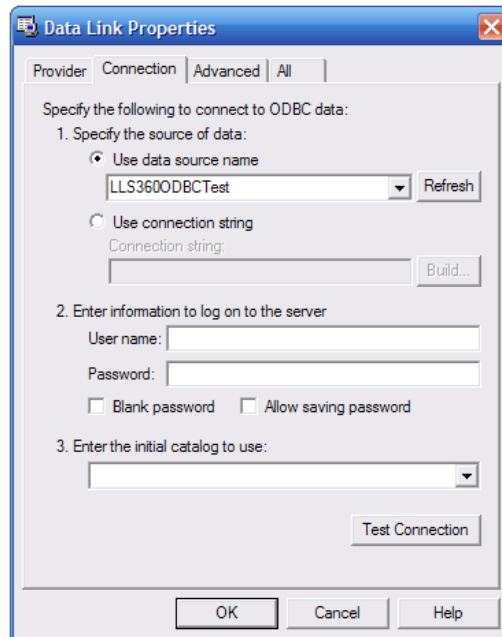
Click OK to return to the Field Properties tab and continue creating the database look-up field.

The screenshot shows the 'Field Properties' dialog box with the 'Data' tab selected. The 'Expression Type' is set to 'Database'. Under 'Padding', 'None' is selected. Under 'Range', 'All' is selected. The 'Provider' is 'SQLOLEDB'. The 'Data Source' is 'PRODSYS7'. The 'Table' is 'Product Label' and the 'Key Field on Label' is 'Product'. The 'Search Col' is 'Item Key' and the 'Return Col' is 'Product Description'. There are 'OK', 'Cancel', 'Apply', and 'Help' buttons at the bottom.

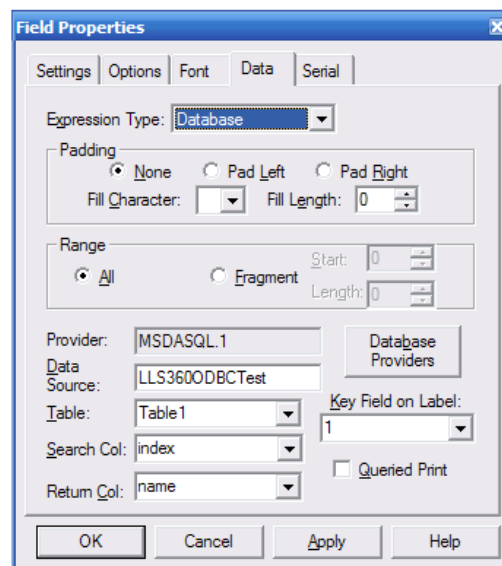
To establish an ODBC connection, select the provider shown below.

The screenshot shows the 'Data Link Properties' dialog box with the 'Provider' tab selected. It displays a list of OLE DB providers. The 'Microsoft OLE DB Provider for ODBC Drivers' is highlighted. There is a 'Next >>' button and 'OK', 'Cancel', and 'Help' buttons at the bottom.

Next, select the data source name (DSN) previously setup using Windows' ODBC manager facility. Click OK to proceed.

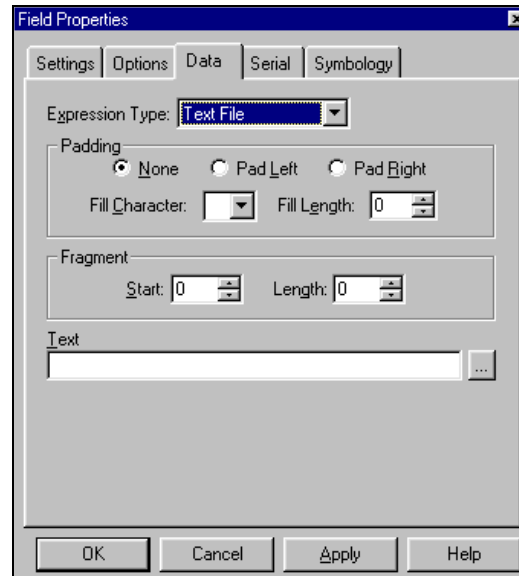


The Provider and DSN are now established and the remaining field information can be specified.



## Text File

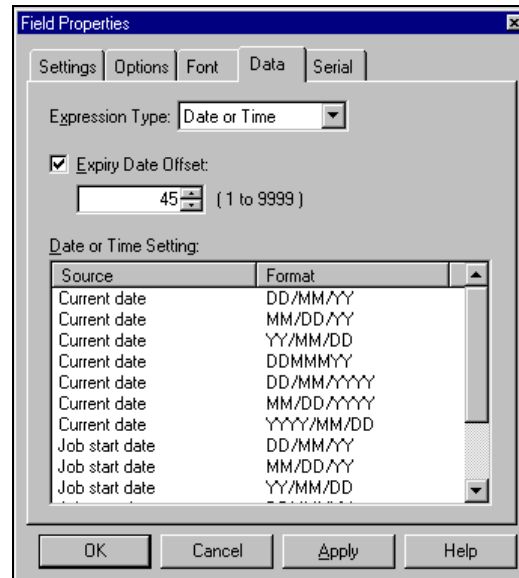
Text file fields provide the ability to retrieve the contents of a text file to serve as the field contents.



Specification	Description
Padding	Type of padding desired when the field content is shorter than the length specified in the Fill Length field – none, pad left, or pad right.
Fill Character	Character to be used to pad the field.
Fill Length	The maximum allowable length of the field.
<b>Fragment</b> – you can specify a start position and maximum length for the field.	
Start	The position at which the data should begin.
Text	The name of the text file. If you don't know the text file name, click the ellipsis button (...) to the right of the Text field to open the File Selection dialog box. Then locate and select the text file name and click <b>O</b> pen.

## Date or Time

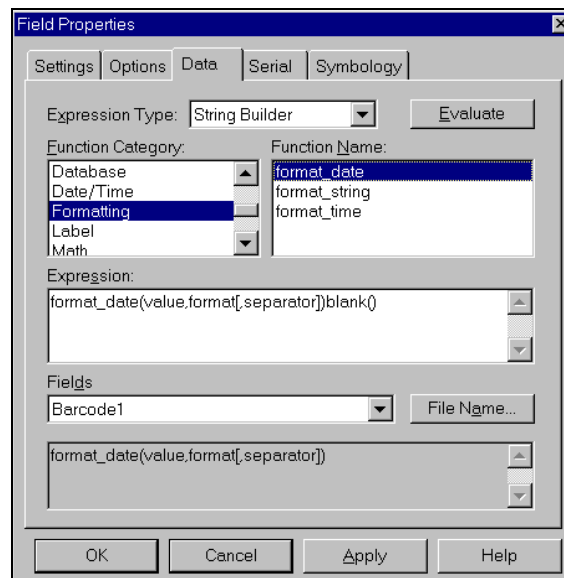
Date or Time fields allow you to select a date or time format to print on the labels, calculate expiry dates, and print four-digit year fields.



Specification	Description
Expiry Date Offset	When checked, the current date is offset by the number of days (1-9999) specified in the spin box below, and the resulting date prints on the label. For example, assume that Expiry Date Offset is checked and an offset of 30 days is specified. If the label is printed on January 1, the date printed on the label will be January 31.
Date or Time Setting	List of available date formats. Highlight the format you want to use on the label.

## String Builder

String builder allows you to build data expressions. This is an extremely advanced feature of Legitronic, so it is not covered in this document. For detailed information about string builder data expression functions, refer to the Legitronic Labeling Software/ Legitronic Secure Series Labeling Software User Manual on the CD your software came on.

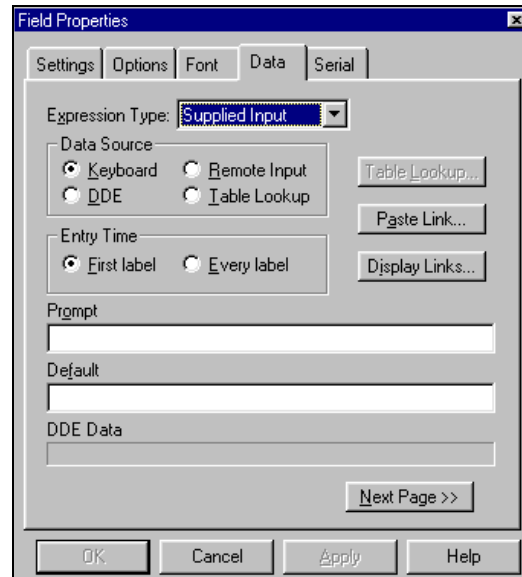


Specification	Description
Function Category	Available functions.
Function Name	The elements that can be included in the string for the Function selected. To paste a function in the Expression box, double-click the function.
Expression	The expression you are building. To evaluate the validity of the expression, click <b>E</b> valuate. If the expression is valid, the results of the data expression is displayed below the Fields list box.
Fields	The fields that can be included in the string.

## Supplied Input

Supplied input is provided at the time the labels are printed. The supplied input controls specify the source of the supplied input and its properties. There are two pages to this tab. Click **N**ext Page and **P**rev Page to navigate between them.

### Page 1



Specification	Description
Data Source	The source of the supplied input: <b>Keyboard</b> – Data will be entered at the keyboard. <b>DDE</b> – a Dynamic Data Exchange (DDE) server application is the data source. The actual server name and link information are set up in Print Labels by clicking <b>Paste Link</b> . <b>Remote input</b> – a COM port is the data source. <b>Table Lookup</b> – a Paradox table is the input source. Click <b>Table Lookup</b> to select the table and field to be used.
Entry Time	When the input will be supplied – for the first label only or for every label.
Prompt	The prompt to be displayed for keyboard data.
Default	Default data for the field.
DDE Data	Data to supplied by the other application.

## Page 2

Specification	Description
Padding	Type of padding desired when the field content is shorter than the length specified in the Fill Length field – none, pad left, or pad right.
Fill Character	Character to be used to pad the field.
Fill Length	The maximum allowable length of the field.
Remote Source	For supplied input, the remote source (device) number.
Input Length	The minimum and maximum number of characters that will be accepted.
Custom Filter	Series of special characters (tokens) that control the types of characters that can be entered.

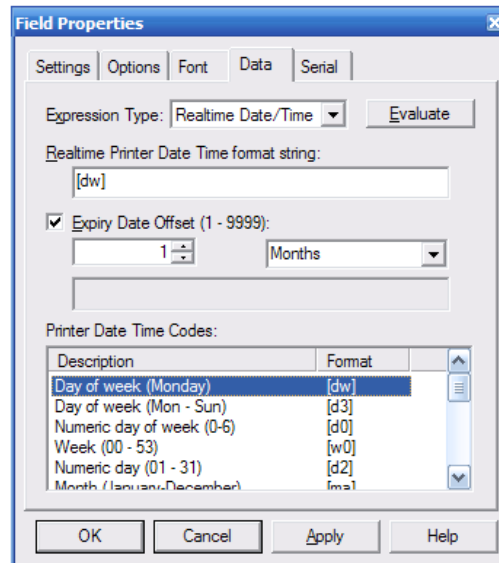
## Custom Filter Characters

A custom filter can consist of the following characters.

Filter Character	Description
#	Digit placeholder.
.	Decimal placeholder. The actual character used is the one specified as the decimal placeholder in your international settings. This character is treated as a literal for masking purposes.
,	Thousands separator. The actual character used is the one specified as the thousands separator in your international settings. This character is treated as a literal for masking purposes.
:	Time separator. The actual character used is the one specified as the time separator in your international settings. This character is treated as a literal for masking purposes.
/	Date separator. The actual character used is the one specified as the date separator in your international settings. This character is treated as a literal for masking purposes.
\	Treats the next character in the mask string as a literal. This allows you to include the '#', '&', 'A', and '?' characters in the mask. This character is treated as a literal for masking purposes.
&	Character placeholder. Valid values for this placeholder are ANSI characters in the following ranges: 32-126 and 128-255.
>	Converts all the characters that follow to uppercase.
<	Converts all the characters that follow to lowercase.
A	Alphanumeric character placeholder (entry required) – for example: <b>a E z, A E Z, or 0 E9</b> .
a	Alphanumeric character placeholder (entry optional).
9	Digit placeholder (entry optional) – for example: <b>0 E9</b> .
C	Character or space placeholder (entry optional). This operates exactly like the & placeholder and ensures compatibility with Microsoft Access.
?	Letter placeholder – for example: <b>a E z or A E Z</b> .
Literal	Displays all other symbols as literals (that is, as themselves).

## Real Time Clock Data Type

In the Field Properties screen, click the "Evaluate" button to display an example of the resulting string, based on current computer time and date, in the text box below the offset value field.



The time unit options in the dropdown list are: Years, Months, Weeks, Days, Hours, Minutes and Seconds. The master list for Printer Date Time Codes is:

Code	Printer Date Time	Code	Printer Date Time
[dw]	"Day of week (Monday)"	[y4]	"Year (2000 - 2099)"
[d3]	"Day of week (Mon - Sun)"	[jd]	"Julian date (1 - 366)"
[D3]	"Day of week (MON - SUN)"	[jb]	"Julian date (leading blanks)"
[d0]	"Numeric day of week (0-6)"	[jz]	"Julian date (leading zeros)"
[dn]	"Numeric day of week (1-7)"	[TM]	"12 hour time (1 - 12)"
[w0]	"Week (00 - 53)"	[TZ]	"12 hour time (01 - 12)"
[wn]	"Week (01 - 54)"	[tm]	"24 hour time (0 - 23)"
[dd]	"Numeric day (1 - 31)"	[tz]	"24 hour time (00 - 23)"
[d2]	"Numeric day (01 - 31)"	[mt]	"Minutes (0 - 59)"
[ma]	"Month (January-December)"	[mz]	"Minutes (00 - 59)"
[m3]	"Month (Jan - Dec)"	[sc]	"Seconds (0 - 59)"
[M3]	"Month (JAN - DEC)"	[s2]	"Seconds (00 - 59)"
[mn]	"Numeric month (1 - 12)"	[ap]	"am/pm"
[m2]	"Numeric month (01 - 12)"	[AP]	"AM/PM"
[y2]	"Year (00 - 99)"	[si]	"Shift Information"

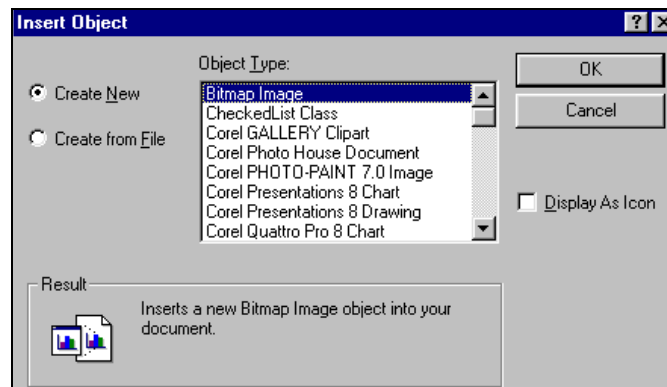
## Object Linking and Embedding (OLE)

Object linking and embedding (OLE) allows you to create an object – such as a graphic or Microsoft Word document – in any Windows® application that supports OLE and use that object as the content of a label field. To use the OLE function, make sure the application you want to create the object in is active. You can insert an existing object or create a new object by following the steps below

### Inserting an Existing Object

1. Select the field that will contain the object.
2. Select *E*dit → *I*nsert *N*ew *O*bject.

The Insert Object dialog box opens



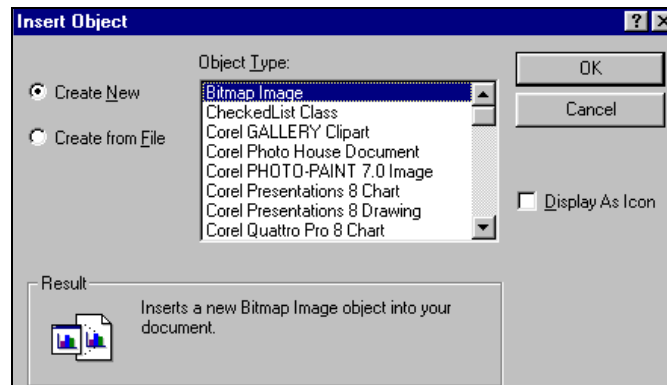
3. Click Create from File.
4. Type the name of the file that contains the object. If you don't know the file name, click **B**rowse. When you locate the file name, select it and click **I**nsert.
5. If you want the object to display as an application icon, check Display As Icon.
6. If you want to link to the file so that the contents of the field always reflects the contents of the file, check **L**ink.
7. Click **O**K.

The contents of the file will be inserted into the field.

## Creating a New Object

1. Select the field that will contain the object
2. Select *E*dit → *I*nsert *N*ew *O*bject.

The Insert Object dialog box opens.



3. Click Create *N*ew.
4. If you want the object to display as an application icon, check *D*isplay As Icon.
5. Select the type of object you want to create and click OK.

The application you selected is activated so that you can create the object.

6. When you have created the object, click inside the field to insert the object.


## Editing an Object

To edit an object embedded in a field, just double-click the object. The application it was created in activates so that you can edit it

## Dragging File Names From Explorer or Your Desktop

You can also insert a file as an object in a label field by dragging the file name to the field from Explorer or from your desktop. The file contents is inserted into the field and linked.

## Saving the Label

When saving the label under the same name, simply click  in the tool bar or select from *File* → *Save* from the menu bar.

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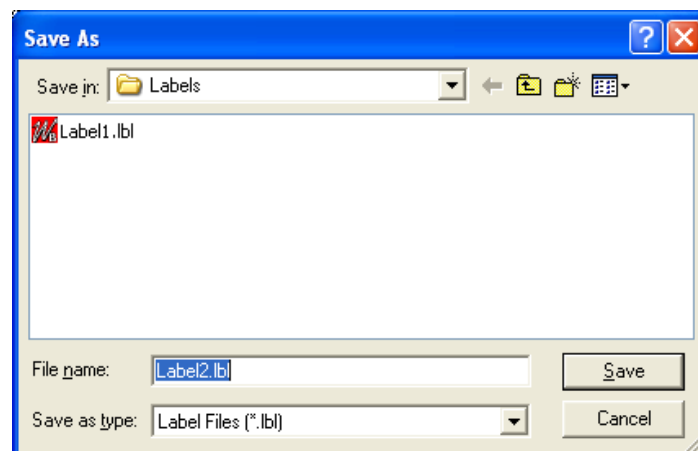
**Note:** When you have not made any changes to a label, the Save function is inactive.

---

Follow these steps to save the label under a different name:

1. Select *File* → *Save As* from the menu bar.

The Save As dialog box opens.



2. Enter a file name for the label.
3. Click the *Save* button.

## Printing a Test Label

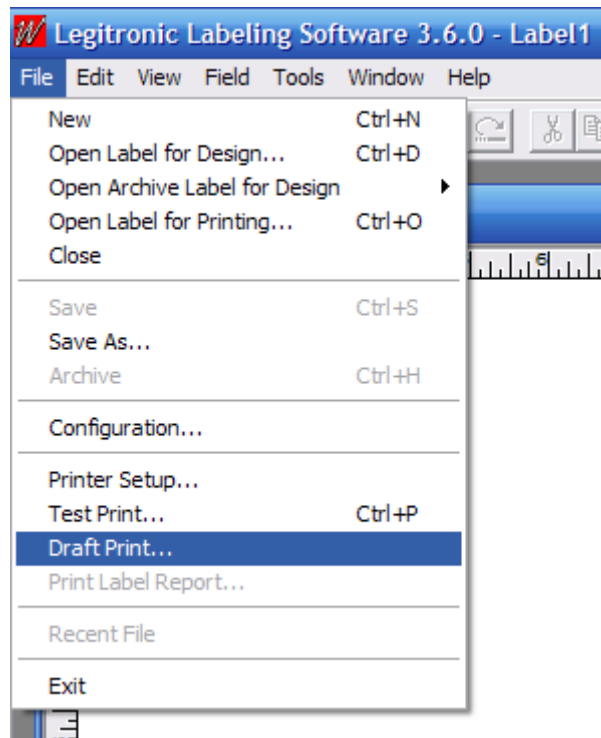
You can print a test label in one of three ways:

1. Select *File* → *Test Print...* from the menu bar.
2. Right-click the label and select *Test Print* from the menu that displays.

3. Click  in the tool bar.

## Printing a Draft of the Label

The draft print feature allows the user to print a copy of the label to any installed printer. Generally, the feature is used to print copies of the label to an office-type laser or ink-jet printer for review. A Draft Print is initiated by clicking File→ Draft Print. See below.




# 4. Printing Labels

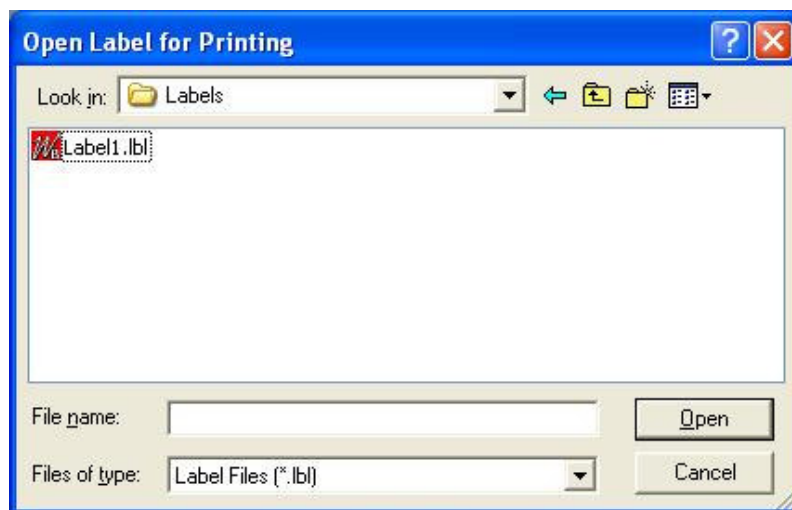
This chapter provides the detailed information you need to perform each of the printing steps:

1. Opening a label for printing
2. Specifying the print properties
3. Printing the labels

## Opening a Label for Printing

Follow these steps to open a label for printing:

1. Click  in the tool bar or select *File* → *Open Label for Printing...* from the menu bar.  
The Open Label for Printing dialog box opens.



2. Locate and select the file name for the label you want to print.
3. Click Open.
4. The print properties dialog box opens, with the label name displayed in the title bar.

## Specifying the Print Properties

The print properties dialog box includes three tab displays:

- ❑ **Job Settings** – general information about the label print job.
- ❑ **Query** – information about where to obtain queried input.
- ❑ **Ports** – information about supplied input sources.

On each relevant tab of the print properties dialog box, specify the appropriate print properties. (The specifications on each tab are described in the following sections.)

### Job Settings

Specification	Description
Print Job Description	Name of label print job. This is the job name that will appear in Windows® Print Manager.
Label Stock	Stock to be used for printing the label.
Submit Job Suspended	When checked, the print job goes to the Windows® print queue as a paused document, to be released later.
Clear Printer Buffer	When checked, the currently printing job is cleared from the printer memory.
Auto Repeat	When checked, the print job automatically starts printing again upon completion.
Disable Auto Print	When checked, the label does <i>not</i> automatically print after the last supplied input field is entered. You must click Print to continue printing.
Submit job ASAP	When checked, the print job is submitted immediately. When <i>not</i> checked, the Windows® Print Manager must be empty before the print job is submitted. <b>Note:</b> When a label format includes time fields, leaving this box unchecked will result in more accurate time information on the labels.
Send Template	When checked, the open label template is downloaded to the printer.
Send Variable Data	When checked, variable fields on the open label template are sent to the printer where they are merged with a previously downloaded label template to initiate printing of labels.
Preview	Type of preview desired: <i>none</i> , preview of <i>first</i> label only, or preview of <i>every</i> label.
Print Count	Number of labels to print: <b>Number of Identical</b> – number of identical (duplicate) labels to print. <b>Number of Serial</b> – number of serial labels (identical except for serial number) to print. <b>Cut / Pause</b> – number of labels to print before cutting or pausing.
Multiple Across	<b>Horizontal serialization</b> – across the web specification at print time. <b>Vertical serialization</b> down the web specification at print time.

## Multiple-Across Labels with Serial Fields

This feature enables serialization to be specified as Horizontal (across the web) or Vertical (down the web) at print time.

The selection is made from the Job Settings dialog, shown below, which appears after opening a label for print.

Given a label two-across label design that contains a serial field, the following label printing scenarios are available.

### A. *Horizontal Serialization*

Serial number start value of one (1).

- Identical Count set to one (1).
- Serial Count set to four (4).

The labels print serialized as shown below.

1	2
3	4

**B. Horizontal Serialization**

Serial number start value of one (1).

- Identical Count set to two (2).
- Serial Count set to four (4).

The labels print serialized as shown below.

1	2
1	2
3	4
3	4

**C. Vertical Serialization**

Serial number start value of one (1).

- Identical Count set to two (2).
- Serial Count set to two (2).

The labels print serialized as shown below.

1	1
2	2

**D. Vertical Serialization**

Serial number start value of one (1).

- Identical Count set to four (4).
- Serial Count set to three (3).

The labels print serialized as shown below.

1	1
1	1
2	2
2	2
3	3
3	3

**Notes:**

With Horizontal Serialization, the Serial-Count value must be an even multiple of the Horizontal Label Count set in Label Design.

With Vertical Serialization, the Identical-Count value must be an even multiple of the Horizontal Label Count set in Label Design.

## Queried Printing

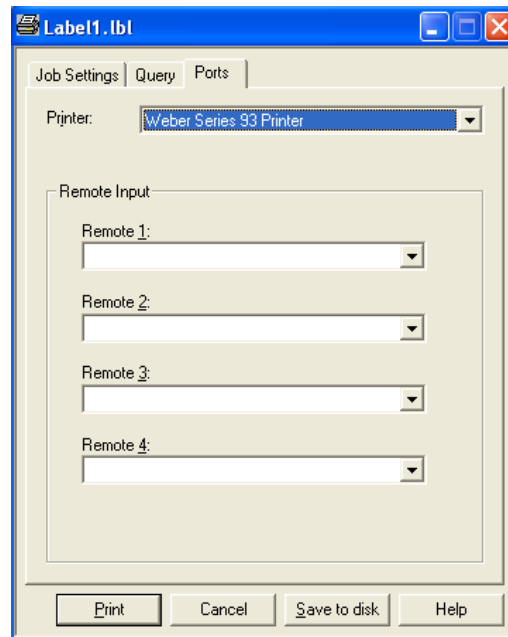
The screenshot shows a dialog box titled 'NewDBTests.lbl' with three tabs: 'Job Settings', 'Query', and 'Ports'. The 'Query' tab is active. It contains the following fields and controls:

- Provider:** A text box containing 'MSDAORA.1' and a 'Database Providers' button.
- Data Source:** A text box containing 'Dev1'.
- Start Value:** A text box containing '70000'.
- Table Name:** A dropdown menu showing 'WSH\_DELIVERY\_LEGS'.
- End Value:** A text box containing '72000'.
- Search Field:** A dropdown menu showing 'ADDRESS\_ID'.
- Reevaluate Auto Counts**
- Use SQL Expression**
- Test** button and **Records found** text.
- SQL Expression:** A text area containing the query:
 

```
SELECT * FROM "WBR_PRODSALES" WHERE
"ADDRESS_ID" >= 70000 AND "ADDRESS_ID" <= 73000
```
- Buttons at the bottom: **Print**, **Cancel**, **Save to disk**, and **Help**.

Specification	Description
Database Providers	Launches the Data Link tool for establishing a connection to the Print Log database.
Provider	Shows the Provider selected using the Data Link tool.
Data Source	Shows the data source selected using the Data Link tool.
Table Name	Name of the table that contains the data you want to use.
Search Field	The field in the table to search for particular values.
Start Value	The first value for which a label should be printed.
End Value	The last value for which a label should be printed.
Use SQL Expression	When checked, the SQL expression entered in the SQL Expression box is used to select labels for printing. If this field is checked when start and end values have been specified, those values are converted to an SQL expression.
Reevaluate Auto Counts	When checked, the field value is re-evaluated for every database record. Otherwise, the value for the first database record is used for all labels printed.
Test Button	Tests the query and returns the number of records found.
SQL Expression	The SQL expression that will be used to select labels for printing.

## Ports



Specification	Description
Printer	Printer that will be used to print the labels. The printer specified in Label Design is the default printer, but you can change the printer selection.
Remote Input	For remote supplied fields, the port number for the remote device. <b>Note:</b> The port number must correspond to the remote sources specified in Label Design, on page 2 of the Data tab for Supplied Input field properties.

## Printing the Labels

When you have completed your print property specifications, follow these steps to print the labels:

1. Click **P**rint. If no Preview option was selected, the print job is added to the print queue.
2. If a Preview option *was* selected, the label is previewed. You can click **P**rint to add the print job to the print queue, or click **A**bort to cancel the print job.
3. Monitor the print job via the Windows® Print Manager.