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CONTA-Sign CS 5.2

Easy-Marking-System

CONTA-Sign

Version 5.2

CONTACLIP

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Manual
Labeling Software CONTA-Sign CS 5.2

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Manual
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Table of contents

1. System requirements

PC with 1.8 GHz (min.), 512 MB RAM, graphic resolution 1024 x 768,
40 GB hard drive, USB interface / Windows 2000, XP, Vista and Windows 7/8

2. Software installation

First close all other applications.
Insert the software installation CD into your CD-ROM drive.
Installation will begin automatically. You should follow the on-screen instructions. If the auto-start feature has been switched off on your PC, double-click to start the program **XXXX_setup**x.x.xxxx_xxxxxx.**exe**.
When installation is complete, you can start the program by double-clicking on the **program icon**. Install the driver for the output device from the CD acc. to your operating system and follow the instructions.
Language selection is automatic according to the country-specific version of Windows. For country-specific versions of Windows where the program provides no individual language version, the English version is automatically installed. You can override the settings under > Options > Language setting.

3. Output devices supported by the program

The labeling and engraving software **version 5.2** supports the following output devices:
- Plotter
Labeling devices for labeling all current labeling elements that are used in switch cabinets and plant construction.

        - Plotter full size (DIN A3)
        - Plotter Basic half size (DIN A4)

- Engraving Unit (option)
Engraving device for engraving plastic, aluminum and brass plates.
Connecting the engraving unit to one of the plotter versions provides you with access to the following engraving devices:
        - Engraver full size (DIN A3)
        - Engraver Basic half size (DIN A4)

- Engraving Unit (dedicated)
        - Engraver full size (DIN A3)
        - Engraver half size (DIN A3)

Note:
The plotter versions and the engraving units can be run with this program solely via a USB connection.

- Office printer
To print any type of label sheet (DIN A3/A4).

- Thermo transfer printer
To print endless labels and endless strips

4. General program functions
Basic software structure
Various labeling devices such as plotters, engravers, office and thermo transfer printers can be controlled using the labeling software. All labeling elements stored in the database are assigned to the relevant labeling devices. When the labeling device has been selected, the only labeling elements provided will be those that the particular device can print or engrave.

If, for example, the office printer is selected as the output device, the label sheets set up in the database are automatically provided for selection.

The corresponding designer enables new templates for various output devices to be set up quickly and easily.

General procedure for using the labeling software

1. Choosing the labeling or engraving device
2. Select the labeling / engraving element
3. Labeling elements
4. Output of labeling data on the output device

# 5. Brief instruction on how to use the labeling software

5.1 Choosing the labeling or engraving device

From the menu bar, select > <u>File</u> > <u>New project</u>. The window to select the labeling or engraving device opens. When you have chosen and confirmed the relevant output device, the program provides you with a list of all labeling element manufacturers for the output device used.

You can pre-select the output device to be used by clicking with the right mouse button on the device name and select as standard. Opening a new project by clicking on the Icon New Project selects always the standard device.

When you have chosen the plotter or engraver and the respective device is switched on and connected to your PC via the USB cable, you can preselect the labeling elements.

In this instance, the message appears:

> Do you want to use the element recognition function of the plotter or engraver? <.

If you confirm by answering **Yes**, the software imports the identification of the support plates placed from the plotter and only provides you with the manufacturers of the labeling elements that can be printed or engraved on the support plates used.

Note: Only for full size plotter / engraving option

5.2 Select the labeling element

Click on the relevant **manufacturer** to select the labeling element required. It is then displayed on screen.

If you have switched on element recognition for the plotter or engraver, the individual segments will be displayed on screen. Double-click on the **segment** required. This displays only the manufacturers of labeling elements that can be used with the support plate fitted.
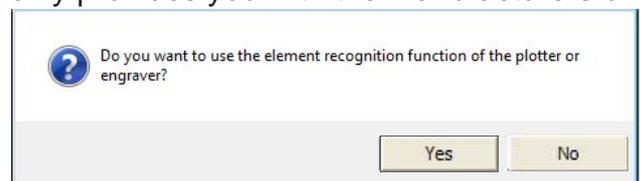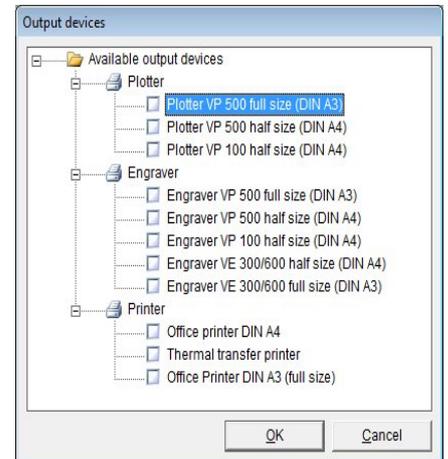
Double-click to select the **manufacturer** and then the **element** to be printed.
The relevant template appears on screen.
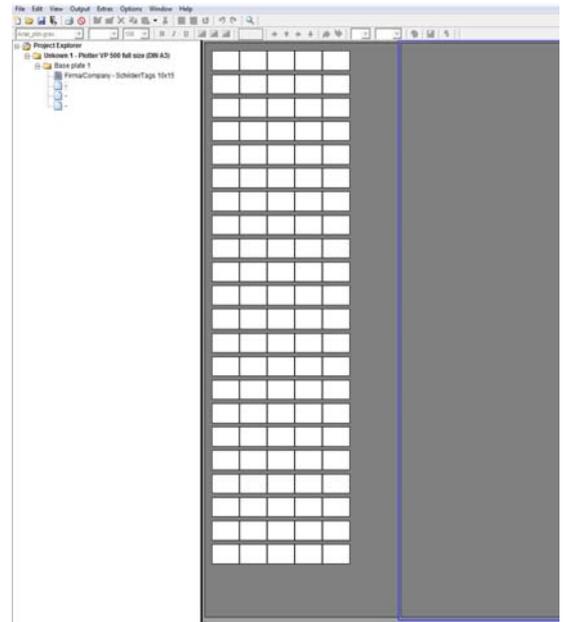
5.3 Labeling elements

You can choose from a variety of options to label tags or labels.

- Label straight onto the tag

Click on the tag to be labeled. The tag is selected and the toolbar shows the default settings for selecting the font style, font size, etc.
You can change the settings and enter the
labeling text directly.

When you have labeled individual tags, you can copy, paste, insert, delete, cut or remove tags as well as add new tags.

A detailed description of how to select, copy, paste, delete tags you can find within **Chapter 7** of this manual.
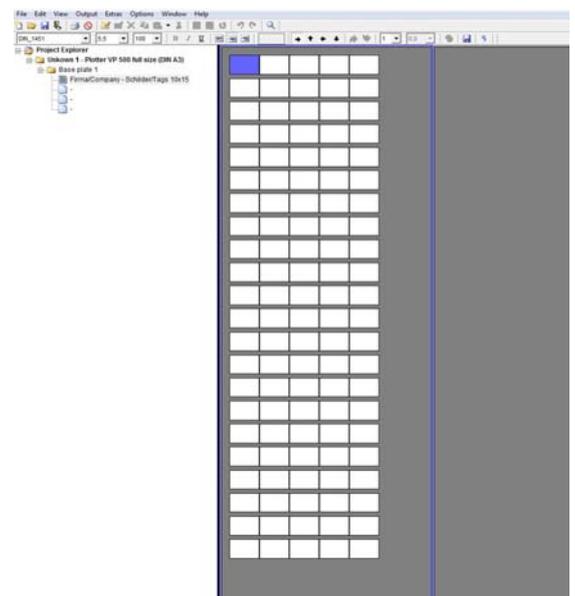
- Extended input of labeling data

If you wish to create multiple labels or consecutive labeling, or if you want to import data from Excel or text files, double-click on the **tag** where labeling should begin.

A window subsequently opens enabling you to use the extended input options to create labeling data. Click on **Apply** to go back show the entries on the tags.
More details you can find within **Chapter 8.4.**
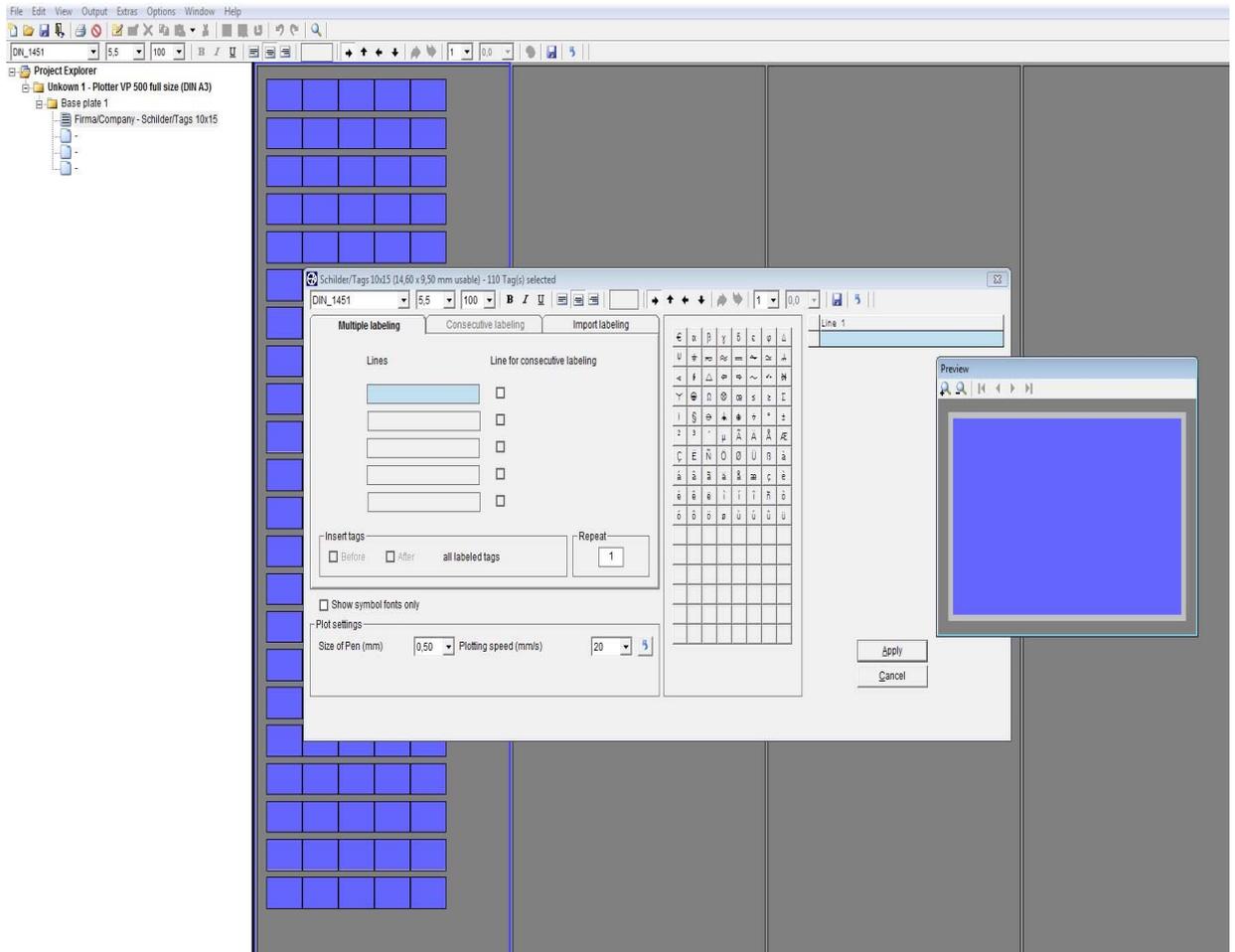
5.4 Output of labeling data to the output device

When you have entered all labeling data, click on the **printer icon** in the toolbar.
The window for the relevant output device appears. You can then use this to enter all the settings you require. More details you can find within **Chapter 9.**

6. Manage and display projects

As soon as you have opened or created a new project the Project Explorer is shown at the left side of the screen.
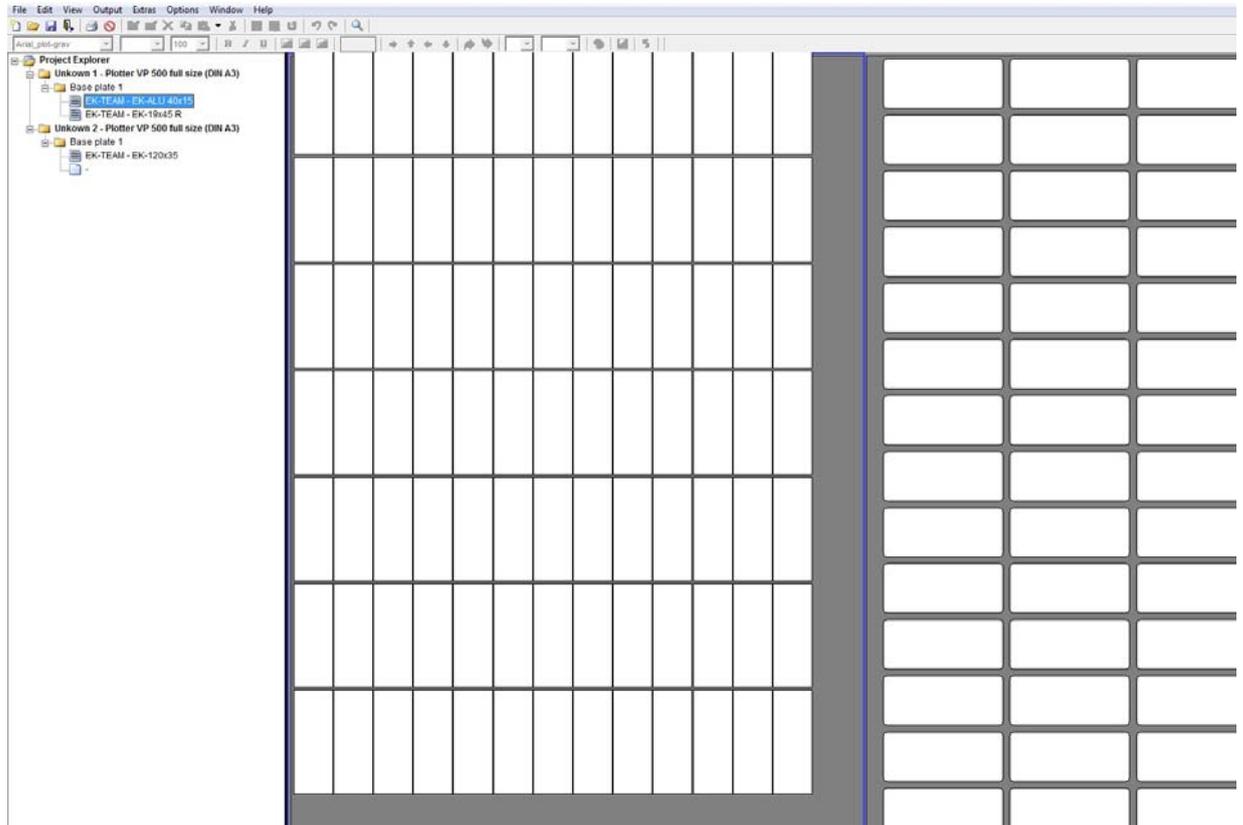
Within the explorer view all open projects with the respective base plates and segments are shown, providing a complete overview.

With each project the name, output device, number of base plates and segments used are displayed.

Additional tags can be placed by clicking on **segments** not used.

7. Select, Copy, Paste, Delete

The software provides multiple functions in order to select, copy, paste, insert, delete tags.

Select tags

- Single click on one tag
Selecting the tag for labeling directly

- Double click on one tag
Selecting one tag and all blank tags following for labeling until next tag with text

- Double click on one tag
Selecting one tag and all blank tags following for labeling until next tag with different number of lines or justification appears

Select a tag and open context menu with right mouse button

- All labeling new
Starting from the selected tag all following tags on the base plate are highlighted despite of having labeling already

- Select all of the labeled tags same type
Starting from the selected tag all following tags with the same number of lines and justification, even through further base plates, are highlighted for changing parameter settings in the tool bar.

- New labeling
Starting from the selected tag all following tags are highlighted until next tag with different number of lines or justification appears

- Edit labeling
Edit selected tag

Additional features selecting tags

- Selecting groups of tags in order to edit, copy, paste and delete
Click on the tag with the left mouse button you like to start to select the group and drag with the mouse the area you like to select. If you like to select another group or single tags in addition, hold down the **Control** button and select in the same way the tags.

Note: Only tags of the same type can be selected at the same time for making changes such as Edit, Copy, New, Delete using the context menu.

Do you want to send only dedicated tags or labeling areas to the output device, select as described before and click on the **printer** icon.

- Selecting areas for labeling
Hold down the **Alt** button and click with the left mouse button you like to start to select the group and drag with the mouse the area you like to select. If you like to select another area, group or single tags in addition, hold down the **Alt** button and select in the same way. Once selected, send the labeling to the output device by clicking on the **printer** icon.

- Copy, paste and delete of selected tags
After selecting the tags as described above, you can copy, paste and delete tags using the context menu.
There are three options available to paste selected tags.

If you like to carry all labeling information with to the next tags, such as number of lines, justification, font settings etc. click on the first **tag** you like to start to paste the copied tags, then open with the right mouse button the context menu and select > Paste labeling special or use **Control I** to paste the information. Already existing tags with text or symbols could be overwritten.

If you like to carry only the text information to the next tags, click on the first **tag** you like to start to paste the copied tags, then open with the right mouse button the context menu and select > Paste labeling or use **Control V** to paste the information as text only with the default settings. Already existing tags with text or symbols could be overwritten.

Further, if you like to paste labelings with reverse sequence select and copy the group of tags with the separator used. Click on the first **tag** you like to start to paste the copied tags, then open with the right mouse button the context menu and select > Paste labeling with reversed sequence based on separator
in addition select the separator used.
(Example: copy from the left, paste to the right)

8. Instruction on how to use the labeling software

8.1 Choosing the labeling or engraving device

Follow the menu path > <u>File</u> > <u>New project</u>. The window to select the labeling or engraving device opens. When you have chosen and confirmed the relevant output device, the program provides you with a list of all labeling element manufacturers for the output device used.

You can assign the output device by selecting and setting with the right mouse button as standard.

When you have chosen the plotter or engraver and the respective device is switched on and connected to your PC via the USB cable, you can preselect the labeling elements.

In this instance, the message appears:
> Do you want to use the element recognition function of the plotter or engraver? <.

If you confirm by answering **Yes**, the software imports the identification of the support plates placed from the plotter and only provides you with the manufacturers of the labeling elements that can be printed or engraved on the support plates used.
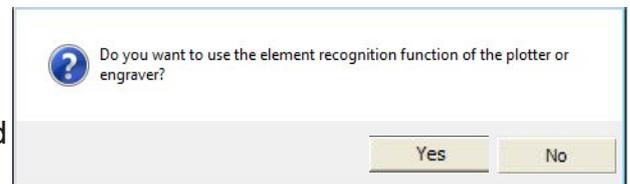
Note: Only for full size (A3) plotter / engraving option

8.2 Select the labeling element

Click on the relevant **manufacturer** to select the labeling element required.

If you have switched on element recognition for the plotter or engraver, the individual segments will be displayed on screen.
Double-click on the **segment** required. This displays only the manufacturers of labeling elements that can be used with the support plates fitted.

Double-click to select the **manufacturer** and then the **element to be printed**.
The relevant template appears on screen.

If you are not using the element recognition,
or using the VE 600, the labeling element will be shown on the screen by selecting with a click.

There are different sizes, shapes and material thicknesses available, in this case tags with the size 10 x 15 mm were selected.
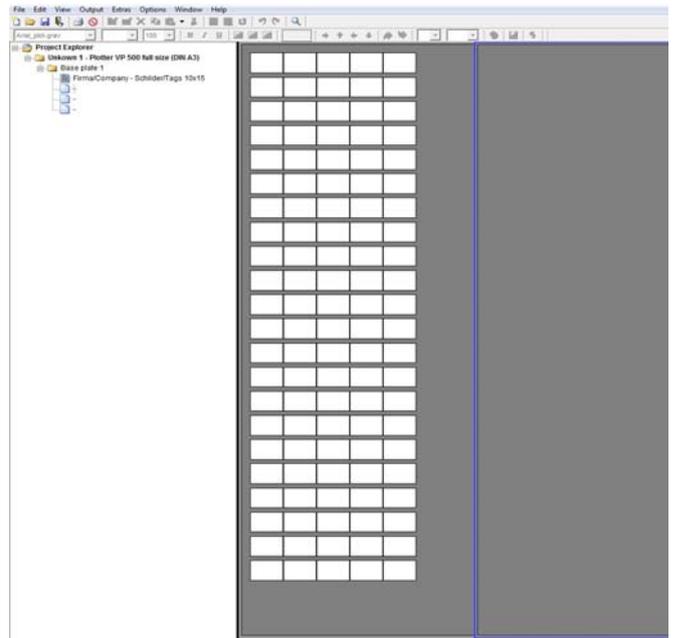
If the labeling element, label sheet or endless labels are not available in the database, you can use the designer variant to set these up at any time.

8.3 Labeling elements

You can choose from a variety of data input options to label tags or labels.

- Label straight onto the tag

Click on the **tag** to be labeled. The tag is selected and the toolbar shows the default settings for selecting the font style, font size, etc.

You can change the settings and enter the labeling text directly. When you have labeled individual tags, you can copy, insert, delete, cut or remove tags as well as add new tags.

A more detailed instruction of how to select, copy, paste and delete tags you can find within **chapter 7**.
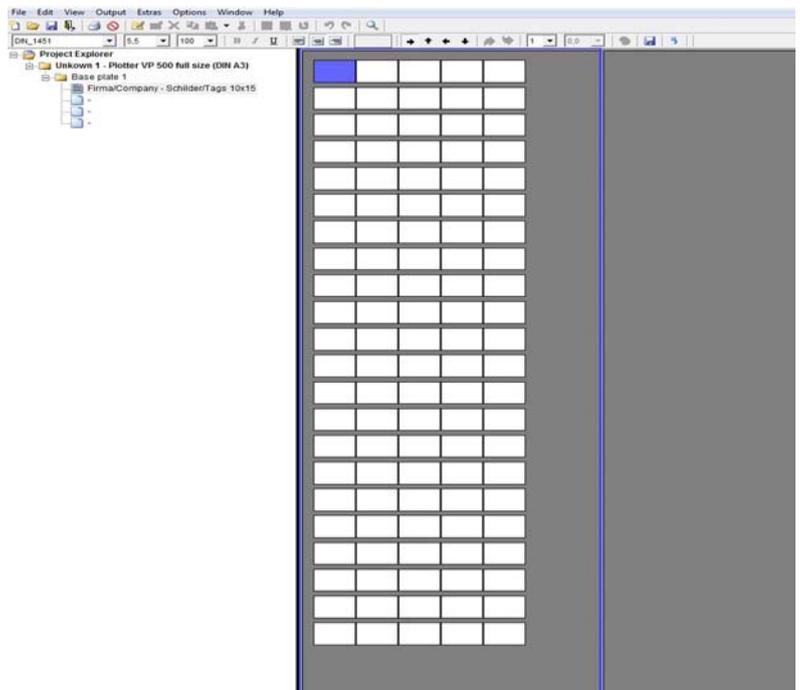
8.4 Extended input of labeling data

If you wish to set up multiple or consecutive labeling, or if you want to import data from Excel or text files, double-click on the **tag** where labeling should begin. A window subsequently opens enabling you to use the extended input options to create labeling data.
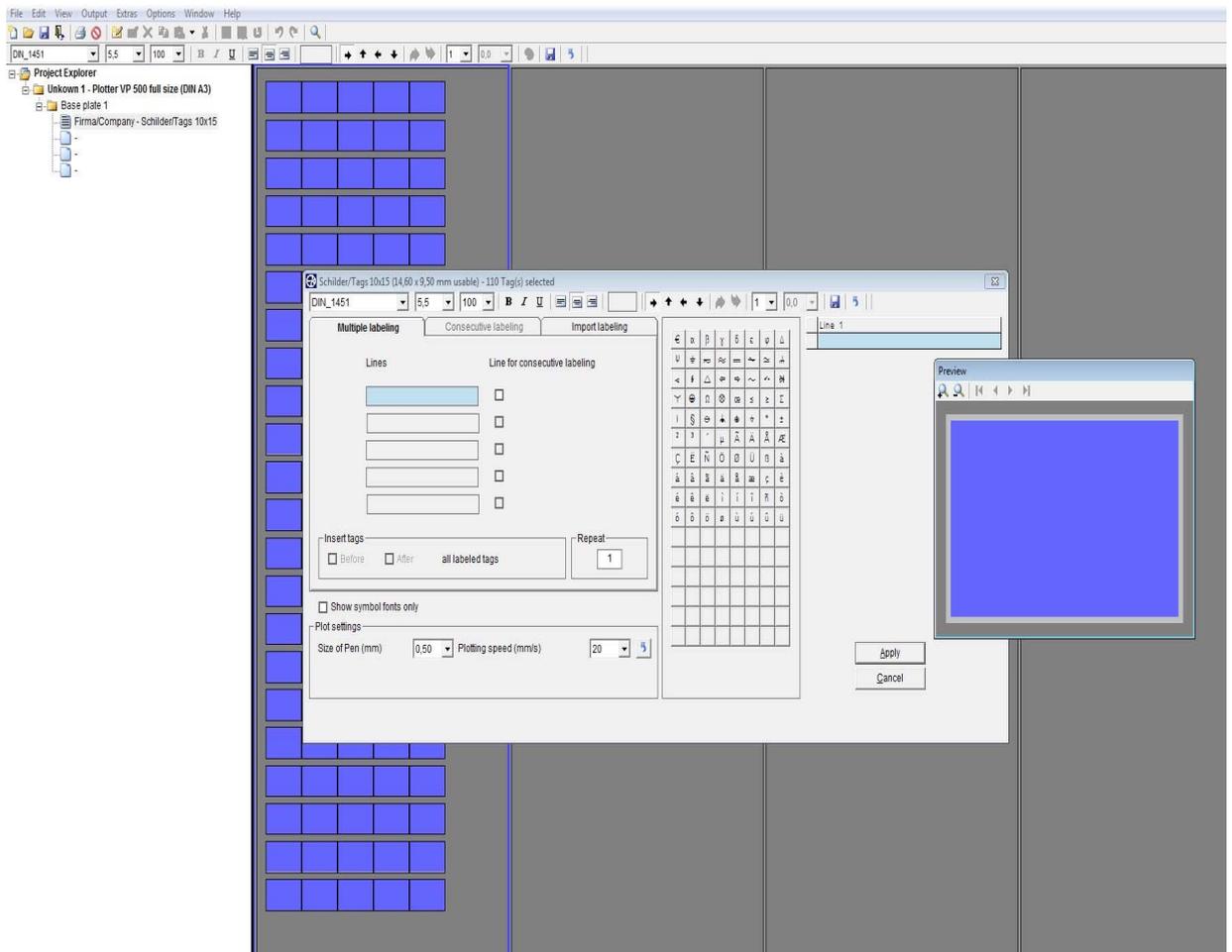
Within the pre-view window the exact orientation and image of the text or graphic is shown.

The top line of the window that has now opened next to pre-view provides you with information about the tag or element as well as the number of tags available.

Underneath the line of information, a number of settings are available to change the labeling data. Using the mouse, if you place the pointer on the relevant icon in the toolbar, the respective function will be displayed.

You can change the following settings:

Font style, font size, bold, underline, left align, center, right align, rotate labeling by 90° at a time, number of lines, line spacing.

Changed settings can be saved as standard user settings by clicking on the **Floppy disc icon** in the upper right tool bar.
Click on the **Arrow** icon at the end of the toolbar to restore all factory default settings.

Note:
The typeface selection in **Bold** or **Italic** is only available using the thermo transfer or office printer.

If you have selected a plotter or an engraver as your device, you can modify specific settings with reference to the relevant output device. The settings are displayed in the lower part of the window.

The right section of the window provides you with special symbols and special characters for the selected font type. Those could vary from type to type.
The extended character set provides country-specific characters and special symbols for selection. This means that labels for other countries can be created without any problem.
Country specific character sets such as Baltic, Greek, Turkish, Cyrillic etc. are provided within the typeface **ISO_3098_international** or **Block_Light_international** to be selected within the drop down menu.
In addition serif and ornamental typefaces can be chosen to be used spec. for engraving.

Various Symbols and dedicated symbol fonts are available for selection, you can find easily when checking the box Show symbol fonts only.
With the selection of the symbol font **IEC 60414** you can find 11 sub folders within the drop down menu to select symbols from. The font **Symbol 1** and **Symbol 2** are showing additional technical symbols.
A detailed list of the available symbols you can find under > Help from the main menu.

You can select the check box within the font selection in order to show
> Symbol fonts only.

Note:
It is not possible to mix fonts and symbols per tag right away. If like to do so, please create text boxes for the tag with the layout feature, as each box can be used with its own font or symbol. Details you can find in **chapter 10**.

- Parameter settings
In the lower part of the window you can modify specific settings with reference to the relevant output device.
For the plotter you can set plotter pen size and plotter pen speed, for the engraver you can set tool size (see note), spindle revolution, engraving and penetration speed.

- Engraving tool size
The size of the engraving needle respective diameter of the cutter needle can be set within the combo box.

Note:
Usually the tool size will be set according the font height using the formula 1/10 of the height, e.g. 7 mm font height => .7mm tool size.

Click on the **Arrow** icon at the right side of the window to restore all factory default settings. For the engraving the default values are well tested providing good results from the beginning with the correct chosen material.
For the plotter the default values are set to provide a good quality plot versus speed.

All of the parameter settings can be changed before sending the data to the relevant output device, details you can find in **chapter 9**.

- Mirror labeling
When checking the box **Mirror labeling**, the output on the engraver will be mirrored. The respective tag will indicate the activated feature in a different color.
For this function specific reverse engraving material is needed, as engraved from the back side and readable from the front side it is used for harsh environments, such as food and oil industry.

In the middle of the window, you will see three tabs:

Multiple labeling – Consecutive labeling – Import labeling

8.4.1 Multiple labeling

The relevant number of lines for editing will be opened according to the number of lines set for each tag. You can now enter a suitable text and specify the number of tags to be labeled with the same text in the > Repeat field. The entries are displayed in the preview window. If required, you can also insert blank tags before or after the tags you have labeled.
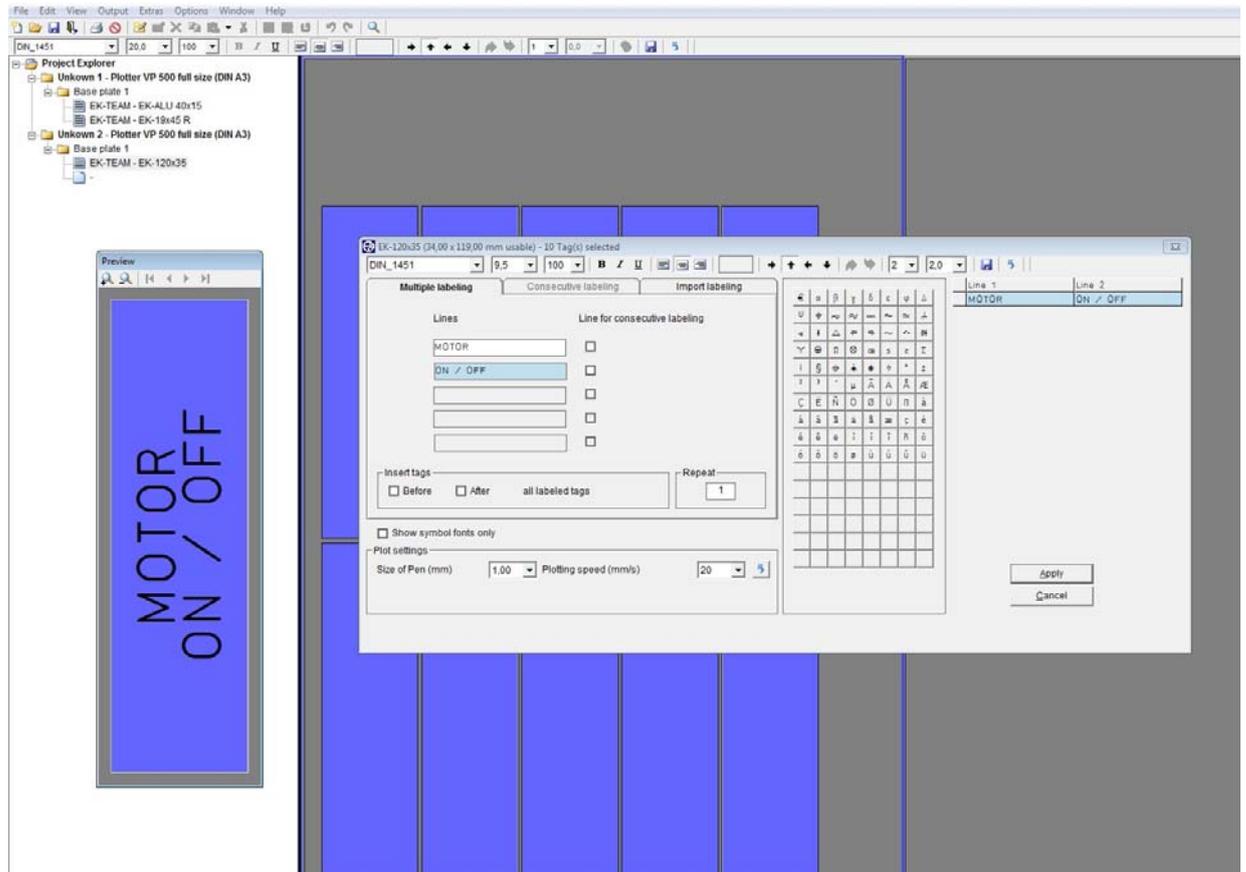
8.4.2 Consecutive labeling

If you need to number labels consecutively, you should first specify the number of lines on the Consecutive labeling tab in which the **consecutive numbering** should be inserted. To enable you to do this, the > Lines for consecutive labeling field is activated after the relevant lines.

After this, the program opens the **consecutive labeling** tab and the consecutive labeling entries can then be added. You can enter the initial value, final value, text prefix, text suffix, steps, counter and the number of repeats. You can opt for counting to be ascending, i.e. the initial value is smaller than the final value, or descending, i.e. the initial value is larger than the final value.

The window is split into two sections: primary consecutive number and secondary consecutive number. This enables you to create two consecutive numbers that are linked to one another. You can choose whatever you like as a separator.

The example shows the primary range TP 1 to 5 and the secondary range 10 to 15-H, - has been selected as the separator, TP is thus the prefix text and –H is the suffix text. The entries are displayed in the preview window.
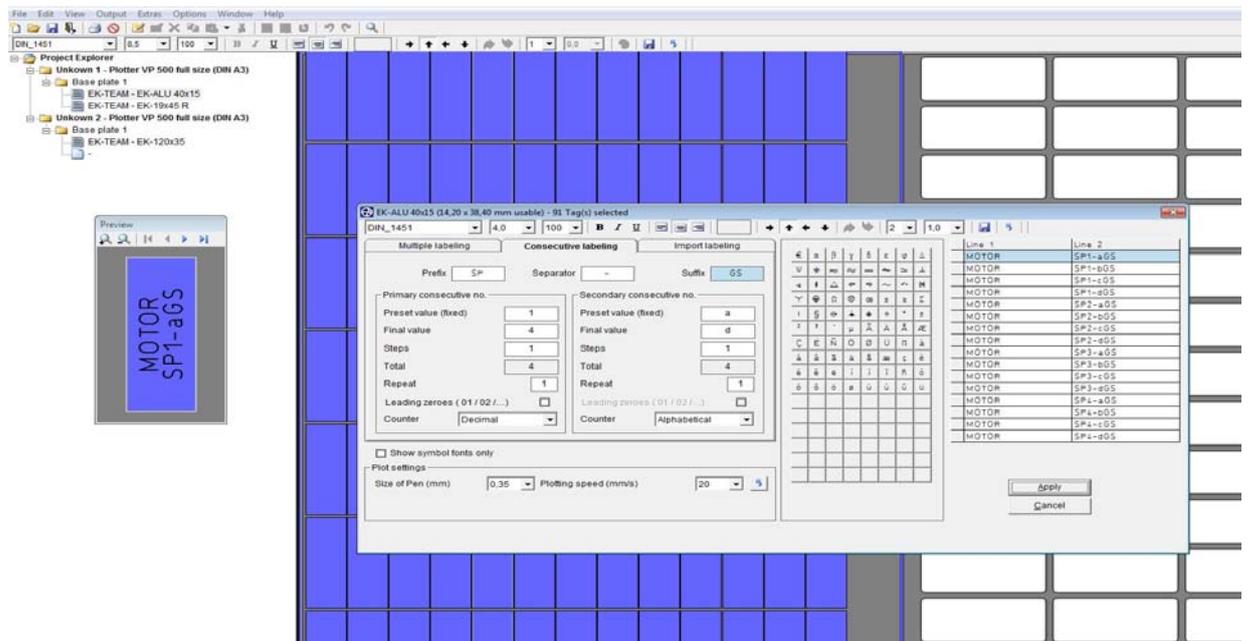
When you click on the **Apply** button, the program takes you back to the previous tab. If necessary, you can now add blank tags in front of each labeled tag. Likewise, you can specify the number of series in the > <u>Repeat</u> field in the **Multiple labeling** tab.

8.4.3 Importing labeling data from files

If you click on the **Import labeling** tab, you can import data from files.
You can copy data from programs such as E-plan, from text files or from spreadsheet programs.

For a fast and easy way, you can copy and paste data through the clipboard.

A more efficient transfer help tool is available to do this, which enables you to extract data from various file formats.
Click on the **Import from file** button to search for the file to be imported, then select it by clicking on the **file name** and finally click **Open** to prepare the file for importing.
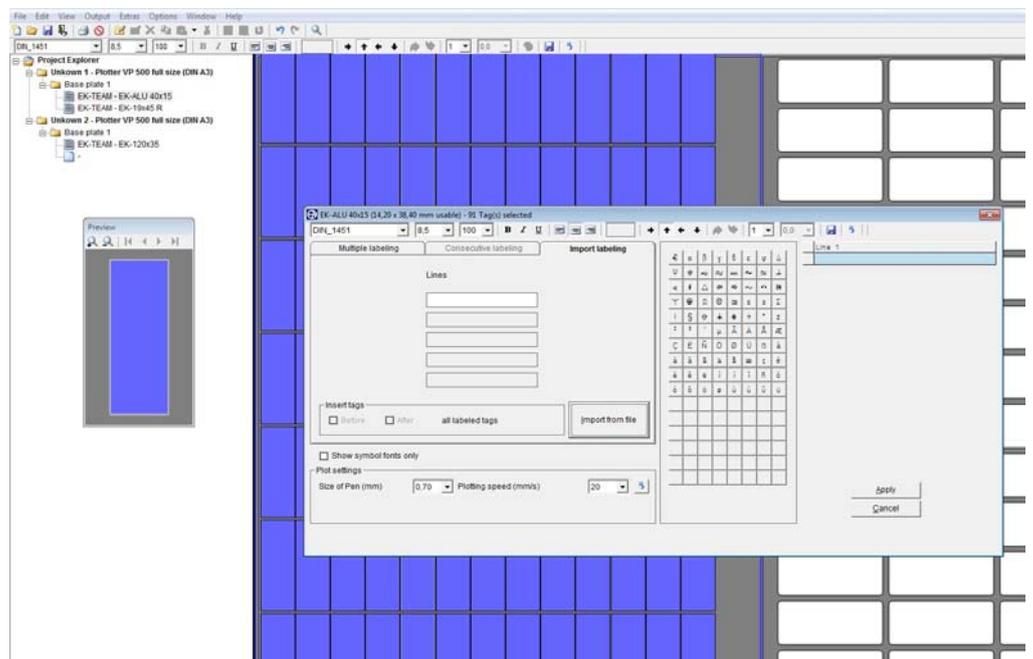
A window opens up and the file to be imported is entered into a table.
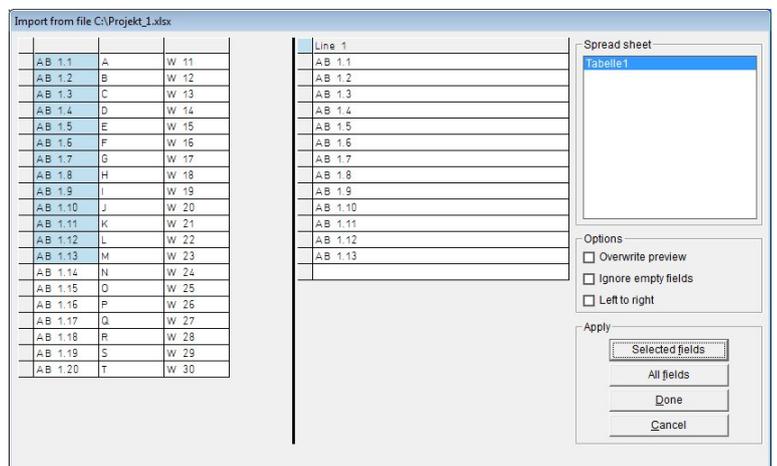
In this example, an Excel file was chosen. You can now select certain fields, sections or individual cells and copy the selected data by clicking on the **Selected fields** button. You can also copy all the data from the file by clicking on the **All fields** button.

Various options are available for importing:

- Overwrite preview
You have already imported data you do not want to use, just check the box
> Overwrite preview < and take the new selected data as new, this will overwrite the existing data.

- Ignore empty fields
In case your spreadsheet file contains empty fields you do not want to import, just check the box Ignore empty fields and they will be left out.

- Left to right
If you have selected 2 lines for the tag to be labeled, you can import the data e.g. from Excel in a way that the orientation is correct from the beginning, in order to do so, check the box **> Left to right <** and select two columns in the spreadsheet, when importing.

When you have finished copying, click on the **Apply** button.
This will close the window and the data will be displayed in the previous window.
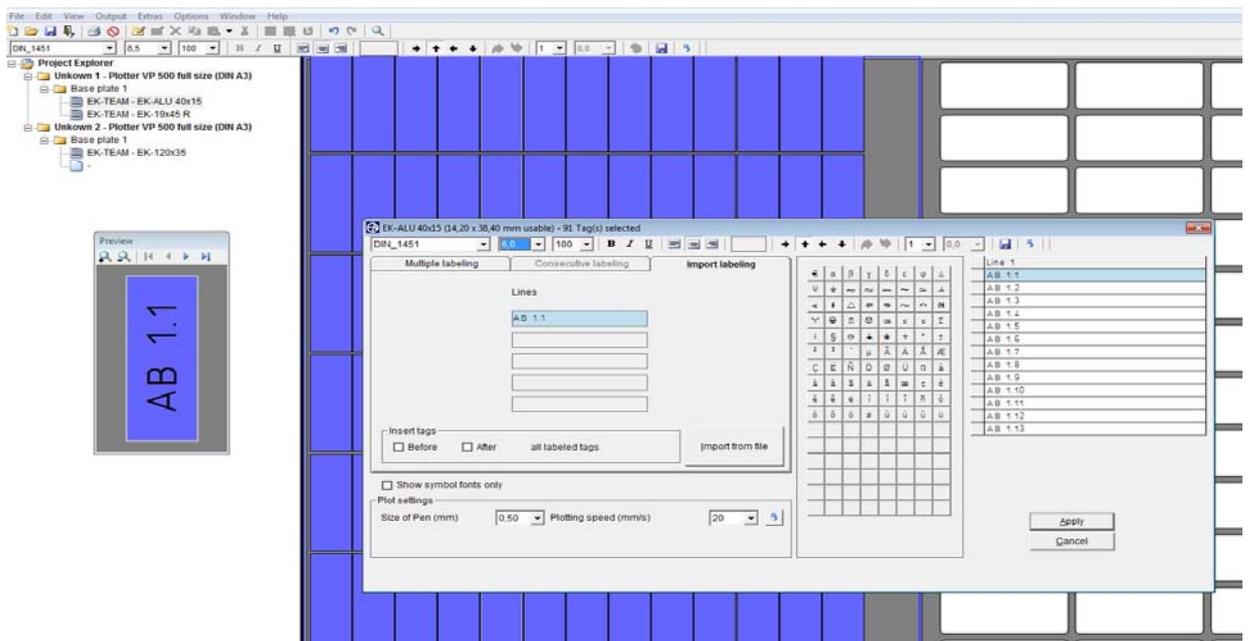
Note:
If you are importing data from text files, the data is not usually in a format available for use. Various separators are available to enable you to separate the data properly.

You can use individual separators, or a combination of separators, such as Tab, Space, Comma or Semicolon. You can also use other characters or letters. You can activate this functionality by checking the **< Other >** box and then specifying your requirement in the subsequent field, e.g. the letter B. Enter B in the empty field and confirm your entry by clicking on **OK**.
Another option for separating when importing is to enter the number of characters. Select **< Fixed text length >** and enter the number of characters after which a field separation should be inserted, e.g. 4. Enter 4 in the empty field and confirm your entry by clicking on **OK**.

If you want to import an Excel, Access or E-plan file, the program automatically recognizes the type of file it is dealing with and provides the first table or worksheet to be copied. You have the option of selecting additional worksheets or tables for this file. The first worksheet or the first table are displayed by default.

8.5 Insert graphical elements or pictures

If you have selected an office printer or thermal transfer printer for printing the labels, you can place as well graphics or pictures with the format JPEG, Bitmap or GIFF.

Highlight the label and select from the main menu > Edit > Insert picture or click on the icon **insert graphic** or **picture**.
Browse for the graphical element you want to insert and confirm with **OPEN**.

The element will be shown on all endless labels and on all labels of the sheets.
If you have used the layout function for dividing the label into text fields prior to placing the graphical element, each text field can also hold a graphical element.
In addition the graphical element can be rotated in 90° steps.
To delete the graphic or picture click on the respective icon or go from the main menu to > Edit > Delete picture.
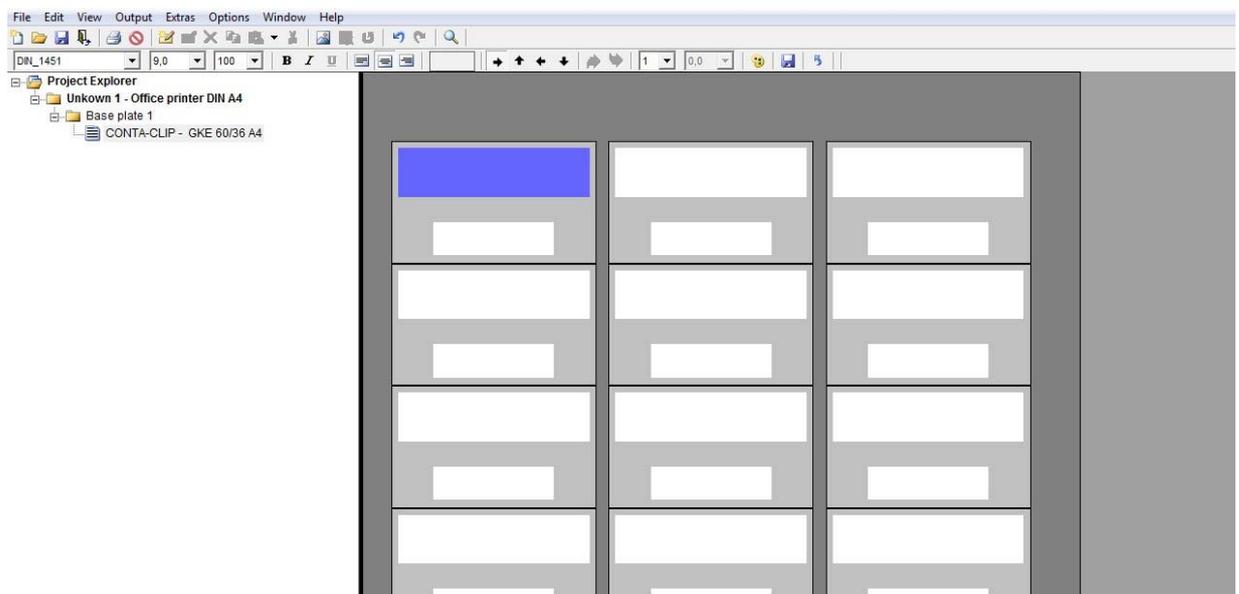
9. Output of labeling data

After entering all labeling data, the labeled tags can be printed or engraved. When you began working, you selected the printing or engraving device you wanted to use.
If you click on the **Print icon**, the relevant printing output window opens for the output device being used.

9.1 Output on plotter

The settings and information are entered or are displayed on the tabs.

Plot options – Support plates

Plot options tab
This tab enables you to set the following parameters:

- Only use pen inserted in pen holder
If you check this box, no pen is taken
out of the pen depot. Only the pen
inserted directly in the pen holder will be
used. This option is therefore always
required if you need to use pens that
are not suitable for the plotter's pen
depot.

- Priming on pen change
If you select priming on pen change,
prior to labeling, the pen is taken to the
respective priming disk next to the pen
depot and is primed so that labeling is clear right from the first tag.

- Choose different pen in the pen depot
Two or more pens are displayed that should be used for this print instruction. If you just want to use **one plotter pen thickness**, click on this option and choose the pen to be used from the selection that subsequently appears.

- Choose plotting speed to be used
You can set different speeds for individual labeling sequences. If you just want to use **one speed**, click on this option and set your required plotting speed from the selection that subsequently appears.
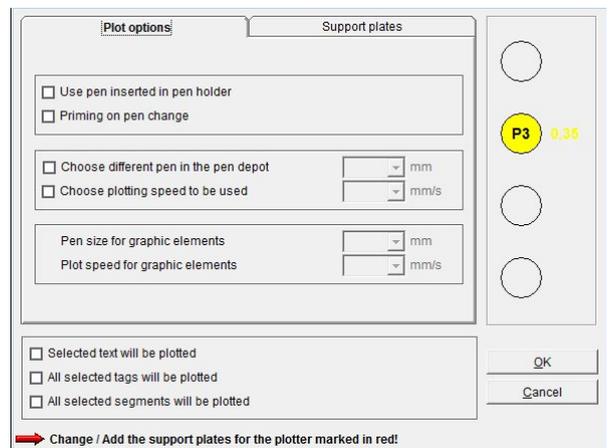
- Pen size for graphic elements

You have the option of creating layouts on tags. These functions are detailed in the section entitled **> Create layouts on tags <**. This enables you for example to create text fields with frames, borders, etc. You can specify a particular pen for these graphic elements.

- Plot speed for graphic elements

This enables you to select a particular plot speed for drawing graphic elements.

- Selected text will be printed

If you select this option, only the text you have previously selected will be printed.

- All selected tags will be printed

If you select this option, only the tags you have previously selected will be printed.

- All selected segments will be printed

With this option, only previously selected segments will be printed. You make your selection by clicking on one or more **segments** on screen. You can select more than one segment by holding down the **Control** key whilst clicking on the **various segments** you wish to select.

Note:

If you are using the **Plotter Basic half size** (DIN A4) as the output device, some options are not available for selection since this plotter has no pen depot and no priming disk.

Support plates tab

This shows which labeling elements are being used and checks whether the relevant support plate has been fitted for the plotter. If a support plate is missing or if the support plate is not compatible with the labeling element, the corresponding segment is highlighted in red.

Note:

The **Plotter Basic half size** (DIN A4) has no support plate recognition and therefore no check can be made to ensure the correct support plates have been fitted.

9.2 Output on engraver
The settings and information are entered or are displayed on the tabs.

Engraving options – Tag contours – Support plates

Engraving options tab
Within the upper part of the window under text and symbols you can enter couple of settings.

When entering labeling data, various engraving parameter will be pre-set depending on the font size and material. The labeling window displays the depth of the engraving tool, the engraving speed, the RPM for the engraving spindle and penetration speed used for each labeling task. If necessary, you can change the various settings as detailed below.
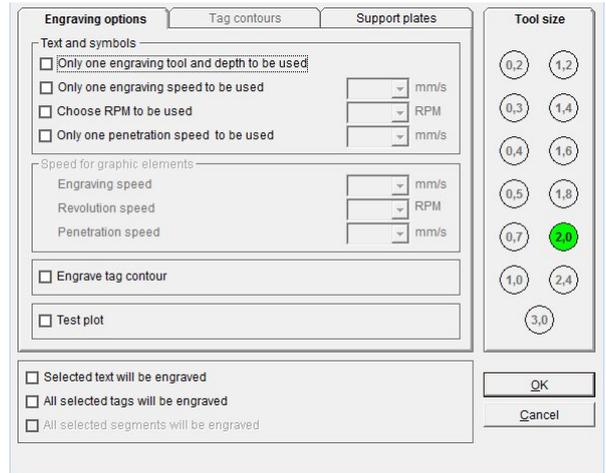
- Only one engraving tool and depth to be used
By entering the engraving data various engraving needle sizes will be assigned by the program, depending on the font size. In the right side of the window the proposed needle sizes are displayed. When executing the job, the system stops after the first part with the first needle is finished, asking for exchanging the needle to the proposed second size.
Click this option if you only want to use **one tool size and depth of penetration**.

- Only one engraving speed to be used
Different engraving speeds can be set for individual labeling tasks. If you just want to **use one speed**, click on this option and set your required engraving speed from the selection that subsequently appears.

- Choose RPM to be used
You can set different RPMs for the engraving spindle for individual labeling tasks. If you just want to use **one spindle speed**, click on this option and set the spindle speed required (RPM) from the selection that subsequently appears.

- Only one penetration speed to be used
You can set different speeds for individual labeling sequences. If you just want to use **one speed**, click on this option and set your required penetration speed from the selection that subsequently appears.

- Speed for graphic elements
You have the option of creating layouts on tags. These functions are detailed in the section entitled **> Create layouts on tags <**. This enables you for example to create text fields with frames, borders, etc. For these graphic elements, you can set the parameters for the engraving speed, RPM for the engraving tool, and the penetration speed for the engraving tool into the material being engraved.
The parameters are pre-set as factory default.

- Selected text will be engraved
If you select this option, only the text you have previously selected will be engraved.

- All selected tags will be engraved
If you select this option, only the tags you have previously selected will be engraved.

- All selected segments will be engraved
With this option, only previously selected segments will be engraved. You make your selection by clicking on one or more segments on screen. You can select more than one segment by holding down the **Control** key whilst clicking on the **various segments** you wish to select..

- Engrave tag contour
If you check this **box**, the program automatically takes you to the Tag **contours tab**.

You can then use this tab to set parameters according to whether you wish to engrave tag contours, i.e. outlines and any necessary holes. This option is used if, for example, you are using blank engraving plates or tags that have not been prefabricated.

- Engrave contour around tags with lettering only
If you check this **box**, a frame will only be engraved around the tag if it contains lettering.

- Engrave contours around all tags
If you select this option, a frame will be engraved around all tags.

- Round frame corners
If you select this **option**, a combo box appears in which you can set the radius to the corners. You can set radii from 1 mm to 5 mm, graduated in steps of .5mm.

- Engrave holes on tags with lettering only
If you select this function, holes, if designed, will be engraved only on tags containing lettering.

- Engrave holes on all tags
If you select this option, holes, if designed, will be engraved on all tags.

- Test plot
If you select this **option** you can test the engraving design using a pen before starting the engraving job.

Note:
For making the test plot a special adapter, available as option, is needed in order to hold the pen in place for plotting, inserted into the engraving head.
This feature is supported by the dedicated engraver only.

- Engrave tag contour only
Checking this box will enable you to just engrave the tag contours.

- Speed for tag contour
You can use this section to set the engraving speed, the revolution speed (RPM) of the engraving spindle and the penetration speed for the engraving spindle for the material being engraved. The parameters are pre-set as factory default

Note:
In principle, lettering is always engraved first, followed by the contours, as long as the relevant parameters have been set.

- Setting the engraving material thickness
At the right side of the window you need to set the material thickness, if not already displayed. Click on the **combo box** and select the material accordingly.

Note in general:
All in green indicated letterings and graphical elements such as holes, frames etc. will be engraved according to your settings done.

Support plates tab

This shows which labeling elements are being used and checks whether the relevant support plate has been fitted for the engraver. If a support plate is missing or if the support plate is not compatible with the labeling element, the corresponding segment is highlighted in red.

Note:
The **Plotter Basic half size** (DIN A4) with engraving option and **dedicated Engraver series** have no support plate recognition and therefore no check can be made to ensure the correct support plates have been fitted.
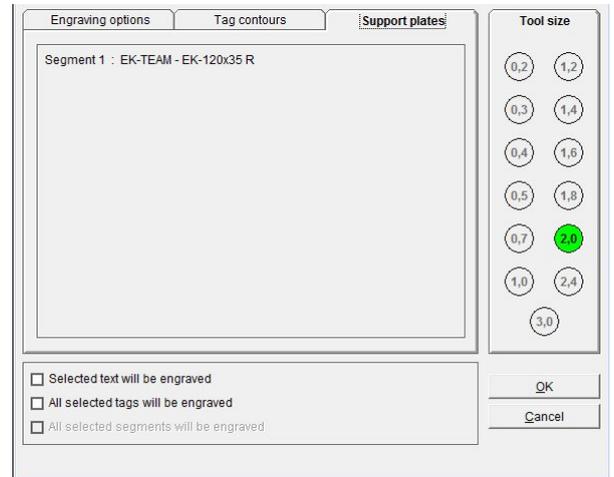
After all settings made the click on the **OK** button starts the engraving in general and the following window opens:

The following sequence for engraving will be done:
At the beginning all letterings, symbols then after graphical elements followed by contours will be engraved, if set accordingly.

The top part of the window indicates the respective engraving to be done, letterings or symbols, graphical elements, contours.
The right side the selected needle size is indicated for you to follow or not.
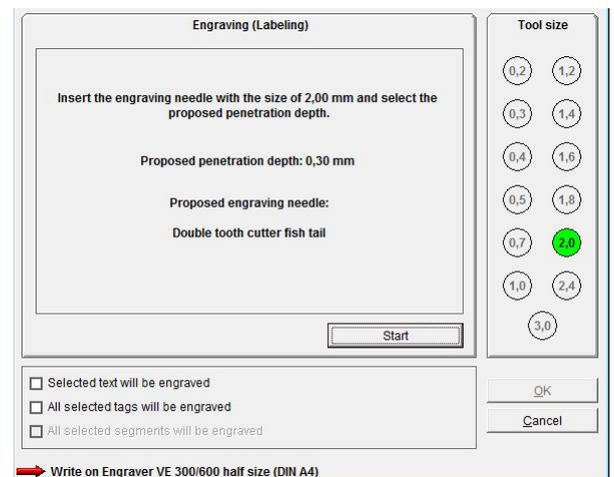
The middle part provides information about the requested needle size and engraving depth.

With a click on the **Start** button, the engraving will be started, right after three additional buttons **Repeat, Stop, Continue** appear on the screen.

The button **Stop** will interrupt the engraving immediately and the engraving head returns to the home position.
With the button **Repeat** the current engraving part can be restarted.

With the engraving part completed the button **Continue** takes you to the next step of the engraving sequence, like graphical elements or contours if set up.

If no further steps are set the button **Continue** is closing the engraving window.
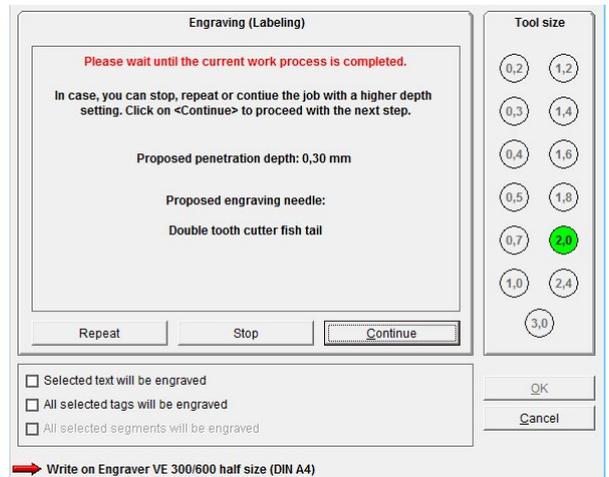
9.3 Printing on an office printer
The first time you send your data to be printed on an office printer, the following message appears on screen:

When you confirm the message by clicking on **OK**, a window opens with the **Printer** tab showing all printers available.
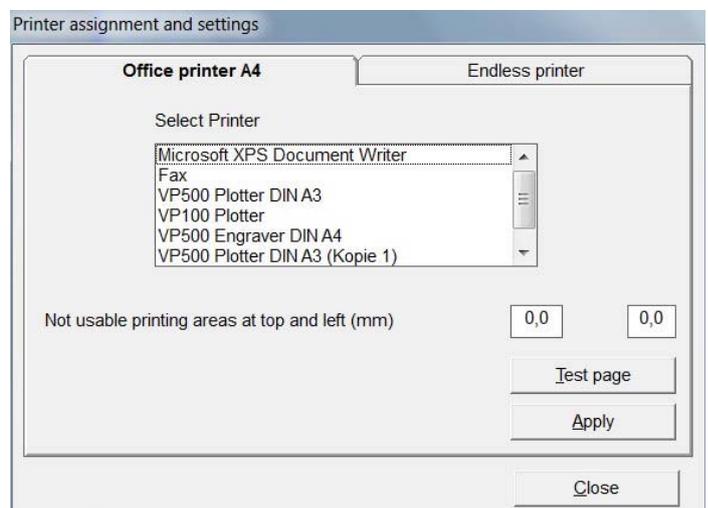
Now choose the printer you require and click on the button **Test page**.
A **< Portrait test page >** sheet is then printed on the relevant printer. Measure the top and left margin with a ruler and enter the values in the respective boxes.
These entries are needed because all printers have different margin settings for text.

Click on **OK** to save these values. The program will then take you to the
< Print options > window, where you can set the following parameters for the printout:

Print options	Printer
No. of prints 1	
☐ Plot frame around lettering	
☐ Selected text will be printed	OK
☐ All selected tags will be printed	Cancel
☐ All selected segments will be printed	

- Specify the number of label sheets to be printed.

- Specify whether only the selected text or labels (tags) should be printed.

- Specify whether a frame should be printed around the lettering.
This function is useful if you want to cut out printed labels with scissors.
If you check this box, the program automatically takes you to the frame selection.

By clicking the relevant **box**, you can choose whether to plot a frame around labels with lettering only or to plot a frame around all labels on the sheet.
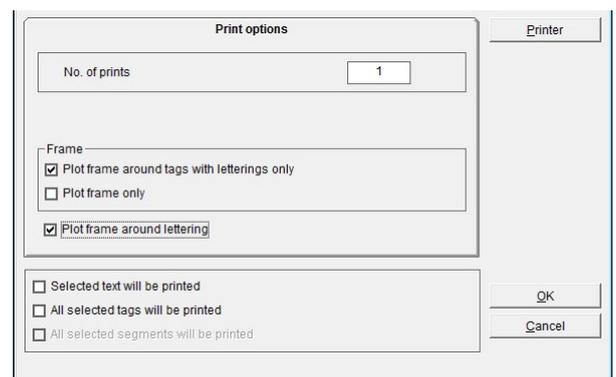
Print options	Printer
No. of prints 1	
Frame	
☑ Plot frame around tags with letterings only	
☐ Plot frame only	
☑ Plot frame around lettering	
☐ Selected text will be printed	OK
☐ All selected tags will be printed	Cancel
☐ All selected segments will be printed	

If you select **Plot frame only**, only the frames will be printed, without any lettering.

9.4 Printing on a thermo transfer printer

The first time you send your data to be printed on a thermo transfer printer, the following message appears on screen:
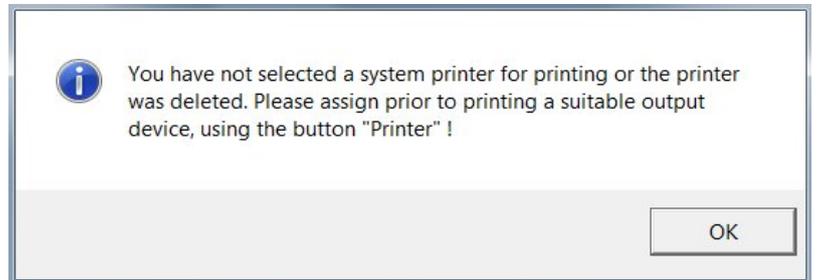
> ⓘ You have not selected a system printer for printing or the printer was deleted. Please assign prior to printing a suitable output device, using the button "Printer" !
>
> OK

When you confirm the message by clicking on **OK**, a window opens with the **Printer** tab showing all printers available.

Now select the TT printer required.

The **< Increase size of tag>** setting enables you to adjust lengths for unlimited strips (Scale factor).

Office printer A4	Endless printer

Select Printer

```
Microsoft XPS Document Writer
Fax
VP500 Plotter DIN A3
VP100 Plotter
VP500 Engraver DIN A4
VP500 Plotter DIN A3 (Kopie 1)
```

Increase size of tag   1,000

Apply

Close
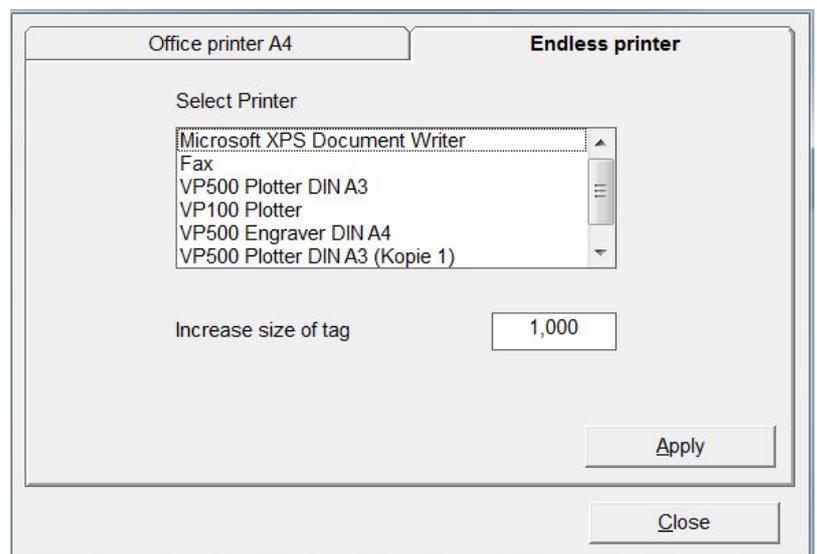
Click on **OK** to save these settings. The program will then take you to the **Print options** window, where you can set the following parameters for the printout:
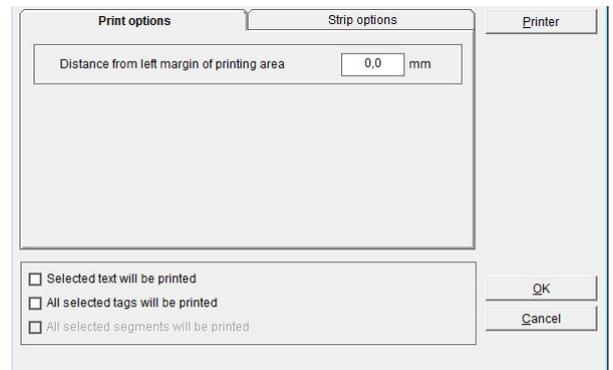
- Enter the distance from left margin of the printing area.

- Specify whether only the selected text or labels (tags) should be printed.

By clicking on the tab **Strip options** you can modify the strip output.

Print options	Strip options	Printer

Increase size of tags to compensate width of terminal blocks   1,000

Raster mark showing as
⦿ None   ○ Last   ○ All
☐ Raster marks next to labeling only

Raster mark
⦿ Line   ○ Dot
☐ Print grid mark bold at the cutting line

☐ Selected text will be printed
☐ All selected tags will be printed
☐ All selected segments will be printed

OK

Cancel
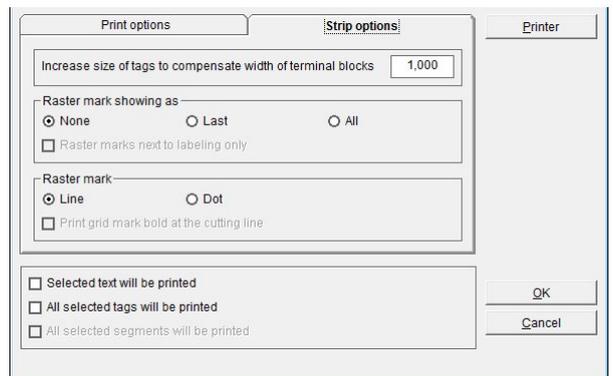
- Increase size of tags to compensate width of terminal blocks
With the change of the value the width of the sections of the strip can be increased or decreased to match the tag size.

- Raster mark showing as
Selecting, if raster mark should be printed, either All after each segment, Last only at the end of last segment or None.
  - Raster mark
 - Selecting, if raster mark should be printed as Line or Dot.

- Specify whether only the selected text or labels (tags) should be printed.

10. Create layouts on tags

If you want to arrange text fields or graphic elements on tags, the program has a user-friendly layout option that you can use for this purpose. This function is helpful when you want to divide a tag into various fields. It gives you the opportunity to use various font styles, font sizes and symbols in the individually created text fields. This function is also useful if you want to create individual labeling fields on prefabricated rating plates.

Call up the element for which you need to create a layout, select a tag and select > Edit tag layout from the drop-down menu.
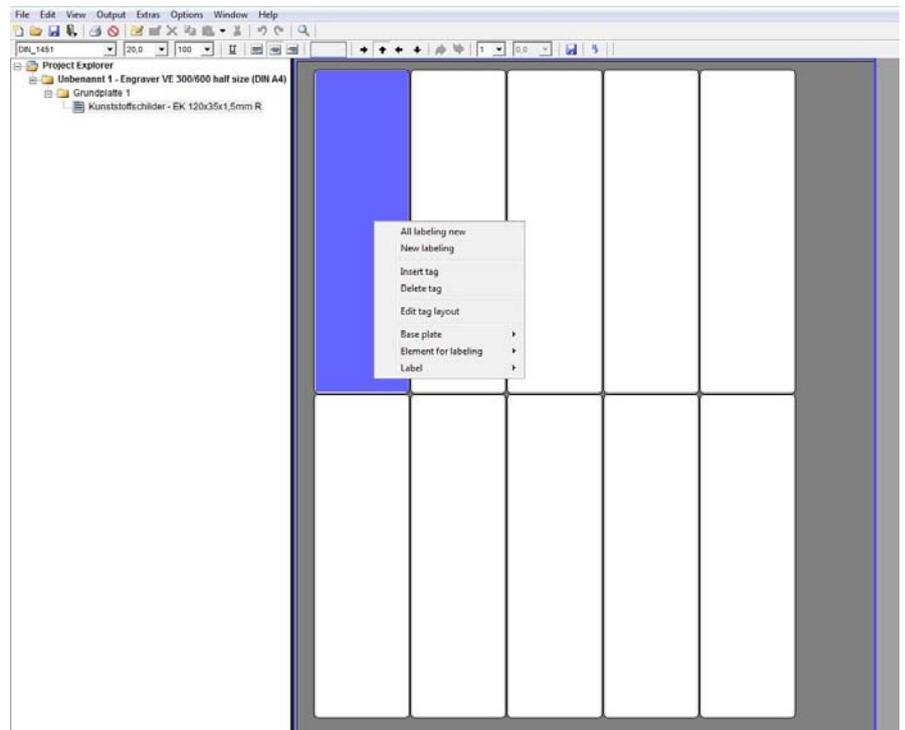
After choosing the layout, the following window appears on screen.
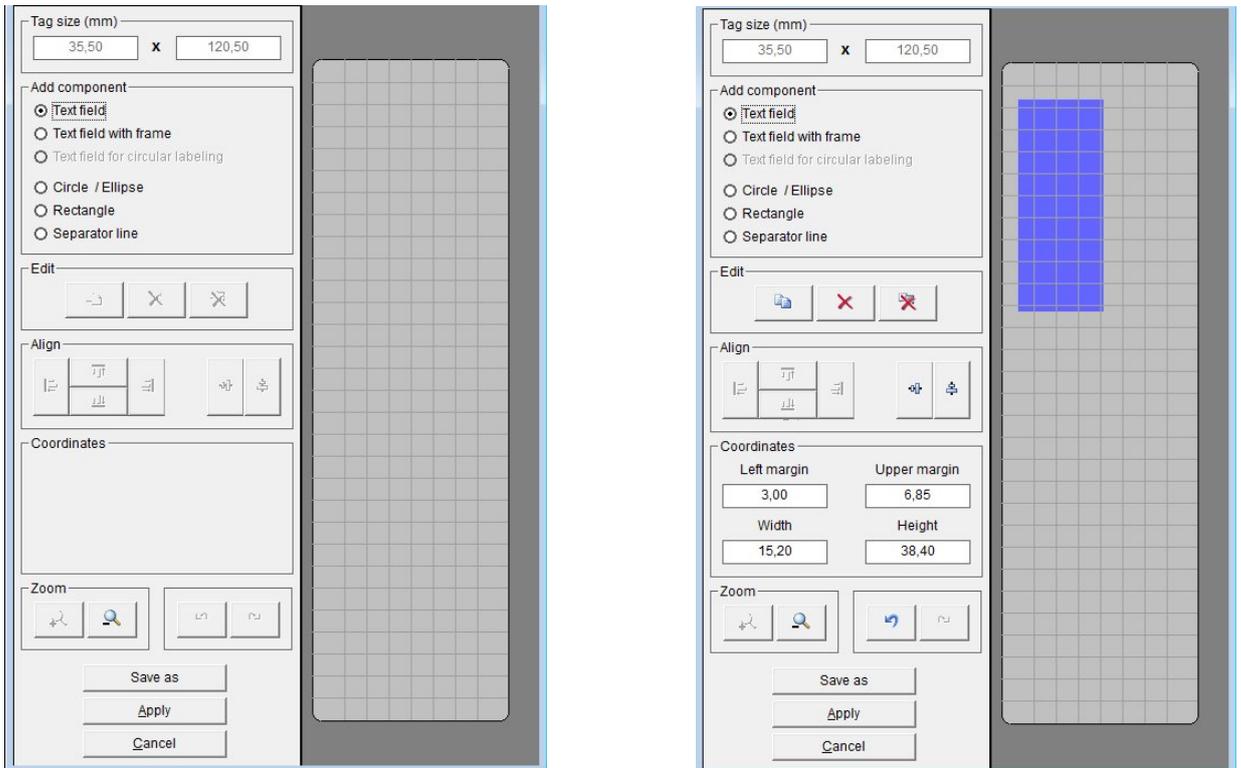
The tag size is displayed in the top left field of the window.
Underneath that, you will see various components available that you can set up on the tag.
For example, if you want to create a **< text field with frame >**, click on the relevant component. You should then use the mouse to position the cursor in the right-hand side of the window in the tag displayed there, click with the mouse to specify where the **text field should begin**, and use the mouse to define the text field. This will create your text field.
For other selections proceed the same way. You can also place circle / ellipse, square / rectangle or separator lines on the tag.

Now you can click on the text field and move it to wherever you want it. You can also enter the coordinates, such as the distance from the margin, height and width of tag, directly into the relevant fields and confirm by pressing **Enter**. The entry is immediately applied and the preview is updated.

Note:
It is easy to inadvertently move the **graphic elements** you have created when you click on them with the mouse. In order to avoid moving the elements in error, you can fix their positions by calling up the drop-down menu.
After fixing the position, you can still change the size and position of graphic elements by entering the coordinates directly into the relevant fields.

If you are using a plotter or engraver as your output device, you can measure the text fields with the plotter. To do this, click on the **text field** whose measurements you wish to take and select >Take Measurement of text field function from the drop-down menu.

The following window opens up:

Insert a pen directly into the pen holder or take the spindle out of the engraving head and insert instead the optical measurement tool, available as option.
Then click on the left **Initial position** button. The plotter moves to upper left corner of the total plot area. You can now go to the text field in the top left-hand corner and use the cursor keys to take the tip of the pen or cross of the tool right to the corner of the text field.
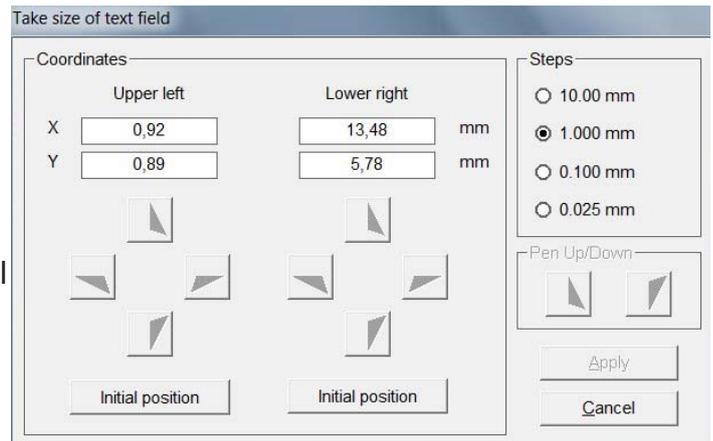
You can choose the step size for each click of the **cursor** button.
Once you have defined the upper left corner, go to the lower right corner of the text field by clicking on the second Initial position button. Proceed as before. When you click on **Apply**, the coordinates will be applied.

You can duplicate or delete components that have been created.

You also have options available for setting the alignment of text fields or graphic elements that have been set up.

If, as shown in the example, you have used the mouse to click on the **three components** whilst holding down the **Control** key and then clicked on the **Vertical alignment** button, the elements created are aligned vertically. Other layout options are available.

You can alter the size of the preview window to make it larger or smaller.

Once the layout is completely finished, there are two options available for you to apply the layout:
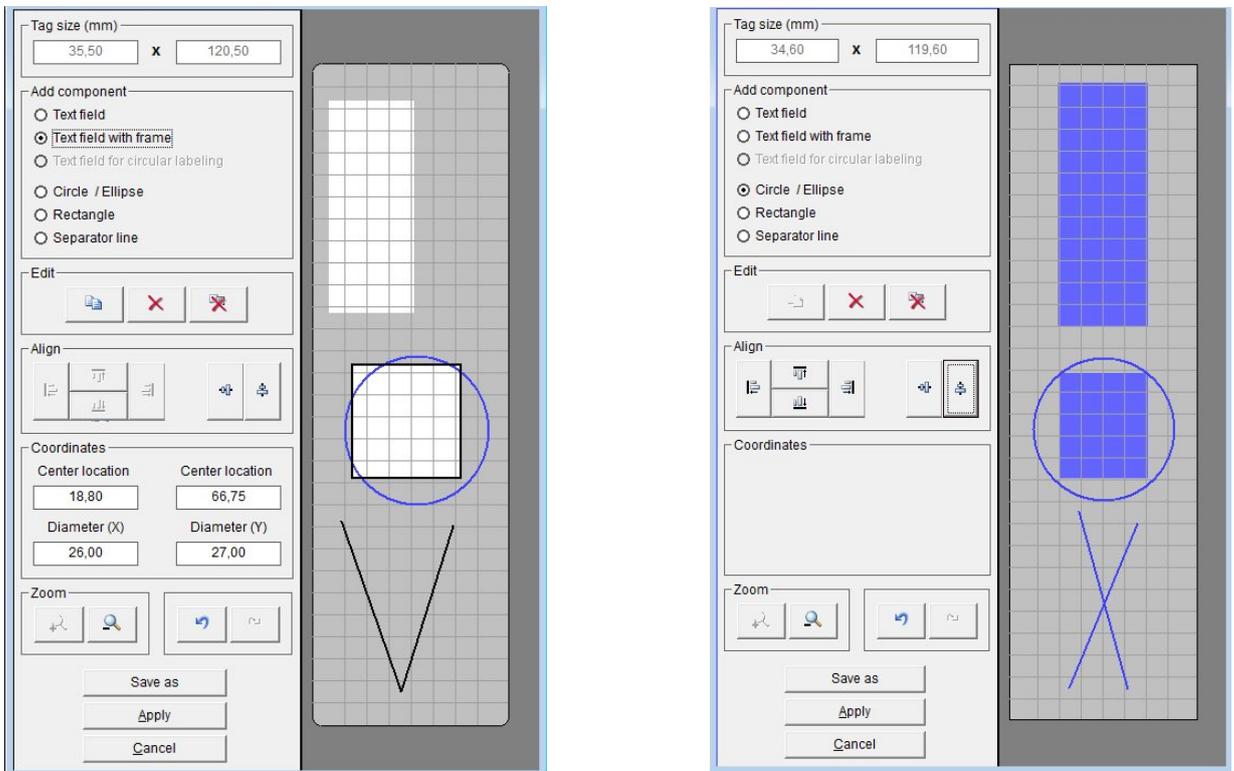
Click on the **Apply** button to apply the layout to the previously selected tags. You can now enter labeling data straight into the fields.

If you want to save this layout on the tags, click on the **Save as** button.
You then need to save this tag with the layout you have created with a new name.

When you want to use this labeling element with the layout at a later date, you can call up the labeling element in the **> User defined <** folder.

11. Designer / Layouter

This is used for setting up your own marking elements, label sheets, endless labels or endless strips, engraving tags or rating plates for engraving.
There are 4 different versions of the Designer/Layouter.
These can be selected on the menu by clicking on > Extras > Designer / Layouter for
> Tags and strips (Plotter)
> Tags (Engraver)
> Label sheets (Office printer)
> Endless labels and strips (Thermo transfer printer)
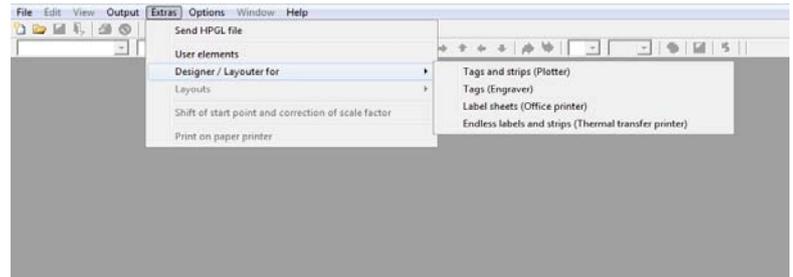
11.1 Setting up marking tags and strips for plotters

The Designer is called up using the following menu item:
> Extras > Designer/Layouter for > Tags and strips (Plotter).

The following window opens up:

Here you can create a new marking element by clicking on the **New** button.
First enter the name of the marking element you wish to create in the left-hand window.

Next, you have to make the following settings:
Use the plotter's support plate recognition function.
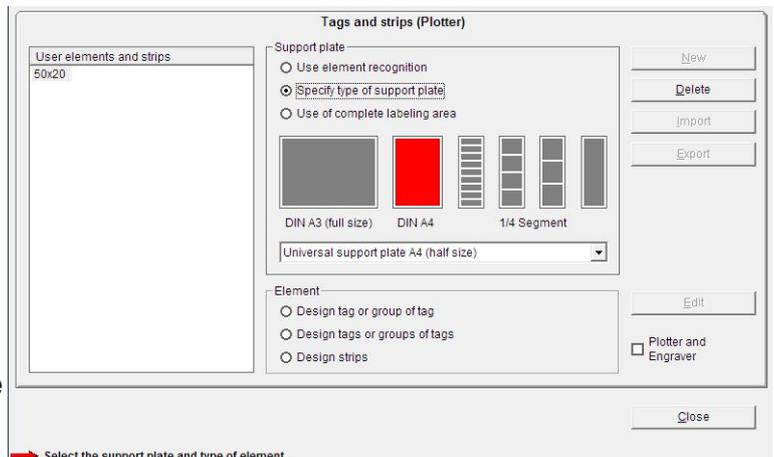
If you have a plotter with support plate recognition, it is advisable to use this function to make it easier later on to find the marking element that you have created. To do this, the plotter must be switched on and the relevant support plate positioned on the plotter.
If you do not want to use support plate recognition, or are using a plotter with no support plate recognition function, click on **Specify type of support plate**.
Now you have to select the support plate on which you want to set up the tag or element.
In the next stage you define the properties of the marking element.

Here you can choose between three options:

- Design tags within single group
The marking element has only one tag size.
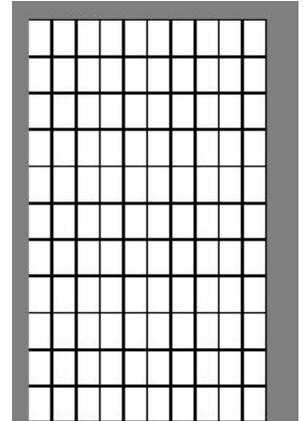
- Design tags within multiple groups
The marking element has two or more tag sizes.
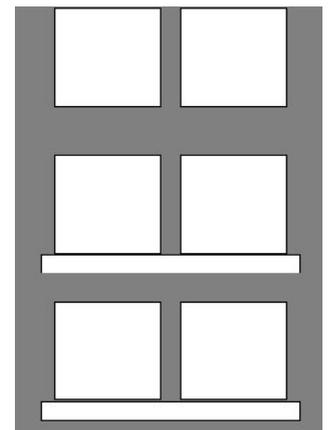
- Design strips
With this function you can create marking strips with the size needed, dividing them into horizontal and vertical sections.
Selecting one of the dividing directions opens another window for entering the additional strip parameter.
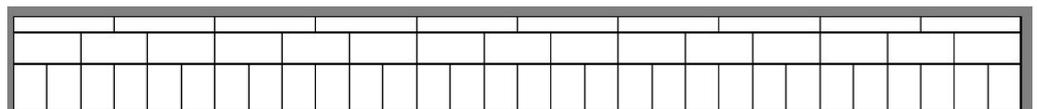
11.1.1 Design a marking element with one tag group
Enter the tag parameters for the marking element.

If you do not have the exact data to hand, it is easy to use the plotter to measure the tags (recommended).

To measure using the plotter, all you have to enter is the number of tags along the X- and Y-axes. All the other data can be easily calculated using the program and with the help of the plotter. You can also specify the sequence in which the tags will be labeled. The sequence for labeling can either be from Upper left > to Upper right (line by line), or from Upper left > to Lower left (column by column).
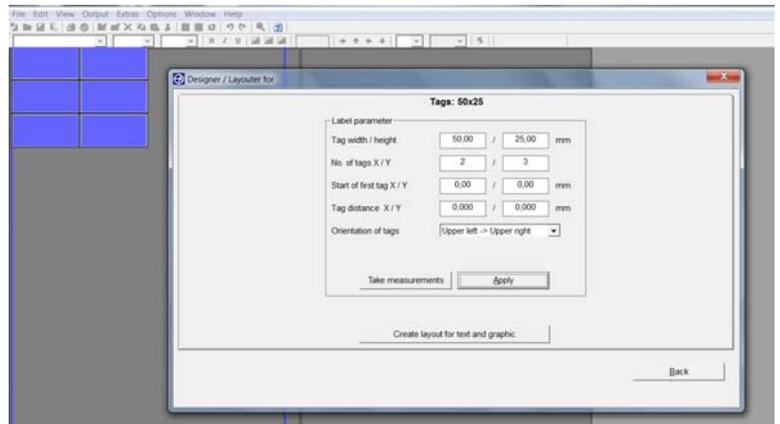
Attention:
For processing to continue, it is essential that the plotter is switched on and the marking element which is to be set up is positioned on the plotter, with the appropriate support plate. Insert a pen directly into the plotter's pen holder. As an option, there is also an optical measuring tool available which you can use to calculate and specify the tag parameters. This tool is inserted like a pen directly into the plotter's pen holder.

When you have entered all or just some of the tag parameters, but at least the number of tags along the X- and Y-axes, click on the **Take measurements** button and the following window opens up:

To take measurements, proceed as follows:

First of all, specify the exact position of the upper left corner of the first tag in the matrix. To do this, click on the **Initial position** button left in the first tag window. The plotter's writing arm now moves to the upper left corner of the plotter field. You can use the relevant cursor buttons as shown to move to the exact position of the upper left corner of the first tag.
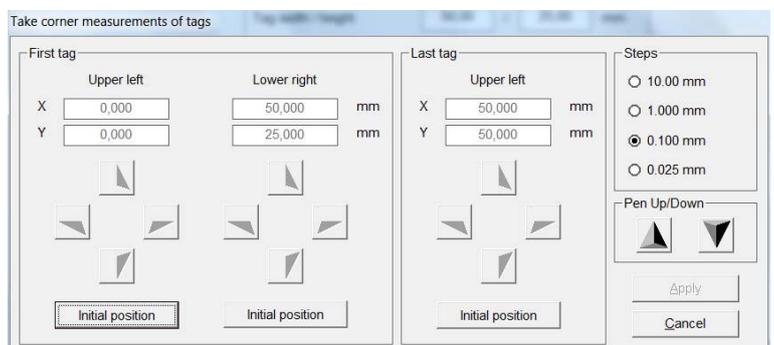
You can choose the **step size** for each click of the cursor at the top right of the window. When you have moved to the position for the corner, you can use the **Pen Up/Down** button to check that you have reached the exact position. The relevant coordinates are displayed in mm, from the starting position of zero. Now specify the exact position of the lower right corner for the first tag.

Do this following the same procedure as detailed above for locating the upper left corner.

Now specify the upper left corner of the last tag in this matrix.
Go to the last tag bottom right and proceed just as before.
Specifying these three points completes all measurements for this marking element.
You can now save the values you have calculated by clicking on the **Apply** button.
The **< Take measurements >** window is closed and the program takes you back to the previous page.

If you also click on the **Apply** button here, you will see the marking element that has been set up. You can now check that all data have been correctly calculated. If any error messages or notices are displayed, you should check your data again or allow automatic correction.

Having completed the marking element, you now also have the option of positioning text fields and graphic elements on the tags. Creating text fields like this is always useful if you want to divide the tag up into different fields, so that you can later use different text sizes, font types or symbols on the tag. See **Section 10** of this manual for information on how to set up a layout.

After you have specified the design and, if you wish, also the layout, click on **Back** to close the Designer or Layouter.

The program takes you back to the main window, which you can then close by clicking on the **Close** button.

You can select the **labeling element** you have created in the folder
>User defined under > Manufacturer and call it up for lettering.

11.1.2 Design a marking element with more than one tag group

To set up groups of tags of different sizes, you proceed exactly as described in the previous section.

In order to assign the tag groups, on the left of the window you must specify appropriate names for the different tag groups. Once you have specified the name for a tag group, you can then enter the tag parameters and measure the tags and then create a layout if required.

When you have finished one tag group, you can set up more tag groups.

11.1.3 Design marking strips

You have already specified the name for the marking strip, **X-strip**.

The next thing to do is to define the strip parameters:

First select the alignment of the strip. Lay the strip(s) vertically or horizontally on the plotter.
Then enter the length and width of the strip, followed by the number of strips lying on the plotter.

By using the **Take measurements** function, it is easy to calculate the start coordinates and the strip spacing. Proceed exactly as described in the previous section.

After you have measured the strips and pressed Apply, you can specify a layout for the strips in the right-hand section of the window.
You can subdivide the individual strips using horizontal and vertical scale factors.
First, if required, divide the strips into horizontal sections.

First define the height of the first section, by entering the height in mm in the
> Partition 1 field. The remaining height is then transferred into > Partition 2. In this way, you can subdivide the strips into a maximum of 5 sections. When you have finished dividing them up into sections, first click on the **Apply** button. This completes the horizontal subdivision.

Next, you can make a vertical subdivision for each section. Click on **Crosswise** for the relevant strip.
Then the following window opens up:

To enter the required subdivision of the strip, proceed as follows:

First enter the width and then the number of tags.
By clicking on the **Add** button, the data are transferred to the field below. If the strip is not yet fully divided up, you will be shown the length of strip that is still available. Now you can specify other tag widths.

Strip size (mm)		
190,00	**x**	10,00
Used width (mm)		0,00
Remaining width		190,00

Partitioning	
Width (mm)	No. of tags
190,00	1

When you click on **Apply**, the program takes you back to the previous window and displays the subdivision that you have specified.

In this way you can subdivide the individual sections using different tag widths in succession as required.

Edit
Add
Insert
Delete

Apply
Cancel

When you have finished all the subdivisions, close the Designer.

You can select the **labeling element** you have created in the folder
> User defined under > Manufacturer and call it up for labeling.

Note:
If you have created the labeling data for a strip and are producing the plotting data on the plotter, there is the opportunity to define various options for plotting.

On the tab **Strip options**, you can determine whether cutting marks as separating lines or dots should also be plotted.

## 11.2 Setting up engraving tags for engraving units

Call up the Designer under > <u>Extras</u> > <u>Designer/Layouter for</u> > <u>Tags (Engraver)</u>.

The following window opens up:

Here you can create a new engraving element (individual tags or tag groups) by clicking on the **New** button.

First enter the name of the engraving element you wish to create in the left-hand window.

Then you can define whether you want to use the plotter`s support plate recognition function.
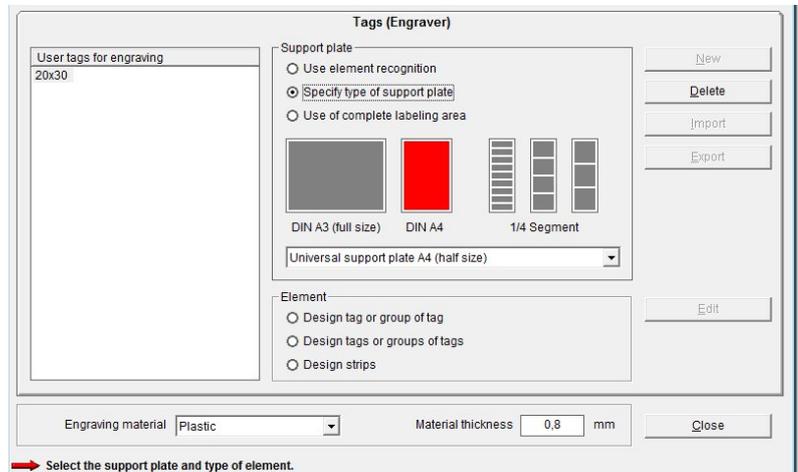
Use the plotter`s support plate recognition function.

If you have a plotter unit with support plate recognition, it is advisable to use this function to make it easier later on to find the engraving element that you have created. To do this, the plotter must be switched on and the relevant support plate positioned on the plotter.

If you do not want to use support plate recognition, or are using a plotter with no support plate recognition function, click on **< Specify type of support plate >**.

Pre-select is the DIN A4 support plate, select another type on which you want to set up the element if required.

If none of the suggested support plates are required, click on **< Use complete labeling area >**, also needed with the use of custom made support plates.

Then you define the engraving material and enter the thickness of the material in the box at the bottom of the window.

In the next stage you define the properties of the marking element.

Here you can choose between three options:

- Design tags within single group
The engraving element has only one tag size.
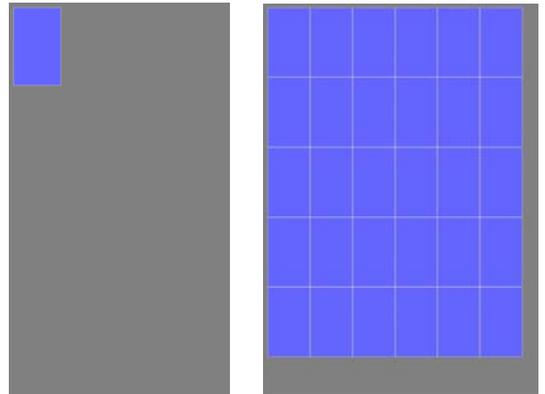
- Design tags within multiple groups
The engraving element has two or more tag sizes.
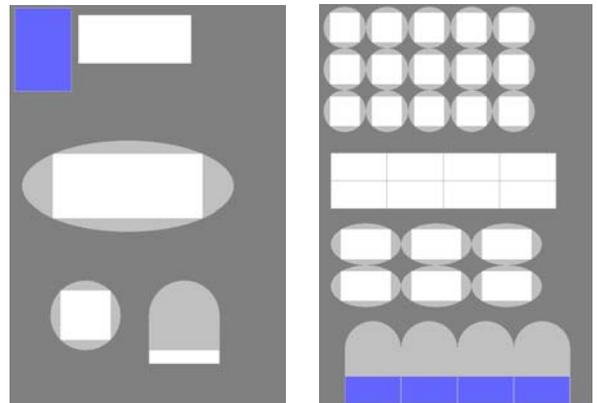
- Design strips
With this function you can create marking strips with the size needed, dividing them into horizontal and vertical sections.

Selecting one of the three options opens another window for entering the additional parameter.
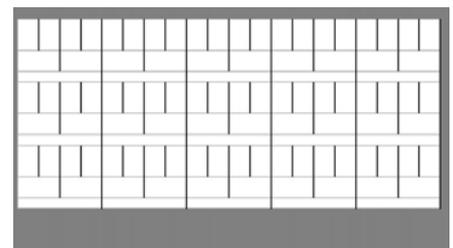
11.2.1 Design tags within single group

Now there are various ways you can create your engraving tags.

Tags (Engraver): 20x30

Label parameter

|		
Tag shape	Square / Rectangle	☐ Automatic tag partitioning
Tag width / height	0,00 / 0,00	mm
No. of tags X / Y	1 / 1	
Start of first tag X / Y	0,00 / 0,00	mm
Tag distance X / Y	0,000 / 0,000	mm
Orientation of tags	Upper left -> Upper right	

Take measurements   Apply

Holes, cut-outs and frame corners

Create layout for text and graphic

Back

- You want to create prefabricated sign / rating plate

First define the shape of the tag, square/rectangle or circle/ellipse.
Then enter the required tag size.

When you click on the **Apply** button, the tag you have created will be displayed.
If you like to create single text fields e.g. on a rating plate, click on the button
Create layout for text and graphic.
Details you can find in **section 10**.

With a click on the button **Back** takes you back to the previous window where you can
add additional tags or the button **Close** will exit the designer.
You can select the labeling element you have created for engraving in the folder
> User defined under > Manufacturer and call it up for labeling.

- You want to create your tags on a blank plate.

First define the shape of the tag, square/rectangle, circle/ellipse, push button.
Then enter the required tag size and the number of tags in X and Y direction, or
click on **< Automatic tag partitioning >**.

When you click on the **Apply** button, the tags you have created will be displayed.
The program calculates the possible number of tags to be created on the selected
field. In case you enter the number of tags in X and Y direction manually and click the
Apply button, the tags will be displayed as well, any error will be indicated for you in
order to reduce the number of tags if the number in either direction do not match.
IN addition you can enter the start position and the distance between the tags,
You can also specify the sequence in which the tags will be labeled. The sequence for
labeling can be either from upper left > to upper right (line by line), or from upper left
> to lower left (column by column).

Having completed the engraving tags, you now also have the option of **positioning
text fields and graphic elements** on the tags. Creating text fields like this is always
useful if you want to divide the tag up into different fields, so that you can later produce
different text sizes, font types or symbols on the tag.
To do this, click on the Layout for text and graphics button.
See **section 10** of this manual for a description of how to set up a layout.

If you now want to make holes or cutouts in the tags you have created, or round off the
corners, click on the Holes, cut-outs, frame corners button see below details.

You want to enter the data for an existing tag plate, please proceed as described
above. The exact position you can define using the take measurement function.

When you have entered all or just some of the tag parameters, but at least the number
of tags along the X and Y axes, click on the **Take measurements** button and the
following window opens up:
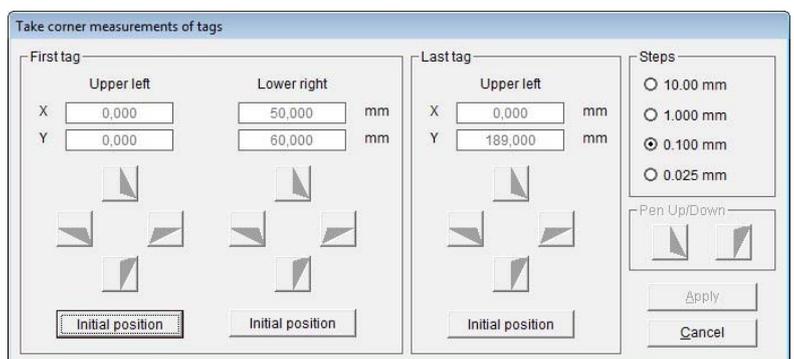
Attention:
For processing to continue, it is essential that the engraver is switched on and the engraving element which is to be set up is positioned on the engraver, with the appropriate support plate. First take the engraving spindle out of the engraving head and then insert the optical measuring tool into the engraving head, available as an option.

To take measurements, proceed as follows:
First of all, specify the exact position of the upper left corner of the first tag in the matrix. To do this, click on the **Initial position** button left in the first tag window.
The engraver's engraving arm now moves to the **upper left corner** of the engraving field. You can use the relevant **cursor buttons** as shown to move to the exact position of the upper left corner for the first tag.
You can choose the step size for each click of the **cursor** at the top right of the window. Go to the exact position of the top corner. The relevant coordinates are displayed in mm, from the starting position of zero. Now specify the exact position of the lower right corner for the first tag.

Now specify the upper left corner of the last tag in this matrix. Go to the last tag bottom right and proceed just as before.
Specifying these three points completes all measurements for this engraving element.

You can now save the values you have calculated by clicking on the **Apply** button.
The **< Take measurements >** window is closed and the program takes you back to the previous page.
If you also click on the **Apply** button here, you will see the engraving element that has been set up.
You can now check that all data have been correctly calculated. If any error messages or notices are displayed, you should check your data again or allow automatic correction. Now the engraving element is created.

After you have specified the design click on **Back** to close the window, in the main window you can design additional tags or you can close by clicking on the **Close** button.

You can select the engraving element you have created in the folder
> User defined under > Manufacturer and call it up for engraving.

- Holes, cut-outs, frame corners
If you now want to make holes or cut-outs in the tags you have created, or round off the corners, click on the **Holes, cut-outs, frame corners** button.

The following window then opens up:
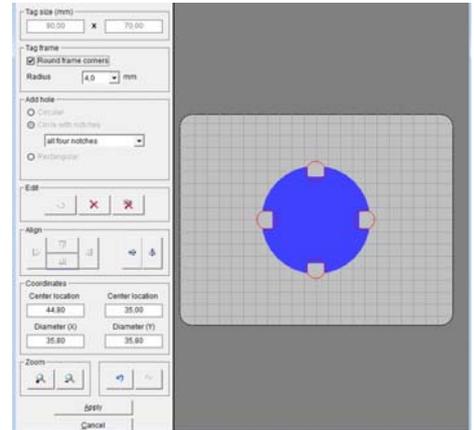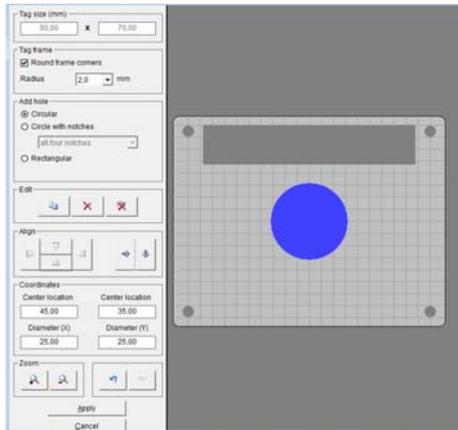
Here you can round off the corners by clicking on the > Round frame corners field and selecting the radius.
You also have the option of making holes or cut outs in the tag.

You can choose from the following:

- holes in a circle or ellipse

- cut-outs rectangle or in a square

- holes with tabs or notches

- elongated holes

After selecting, go to the tag with the mouse and draw a circle or a cut-out.
When selecting **holes with tabs or notches** you can choose the number of tabs or notches, used for switches, push-buttons etc.
Later you can use the coordinates to define the position and size of the circle or cut-out exactly.

There are a number of alignment functions available.
Use the **Apply** button to save the data and close the window.

Having completed the engraving tags, you now also have the option of positioning text fields and graphic elements on the tags. Creating text fields like this is always useful if you want to divide the tag up into different fields, so that you can later produce different text sizes, font types or symbols on the tag.

To do this, click on the **Layout for text and graphics** button.
See **Section 10** of this manual for a description of how to set up a layout.

After you have specified the design and, if you wish, also the layout, click on **Back** to close the Designer or Layouter.

The program takes you back to the main window, which you can then close by clicking on the **Close** button.

You can select the engraving element you have created in the folder
> User defined under > Manufacturer and call it up for engraving

11.2.2 Design tags within multiple groups

To set up groups of tags of different sizes, you proceed exactly as described in the previous section.

In order to assign the tag groups, on the left of the window you must specify appropriate names for the different tag groups. Once you have specified the name for a tag group, you can then enter the tag parameters and measure the tags and then, if you wish, add holes, cut-outs and radii.
Then a layout can be created.

When you have finished one tag group, you can set up
more tag groups.
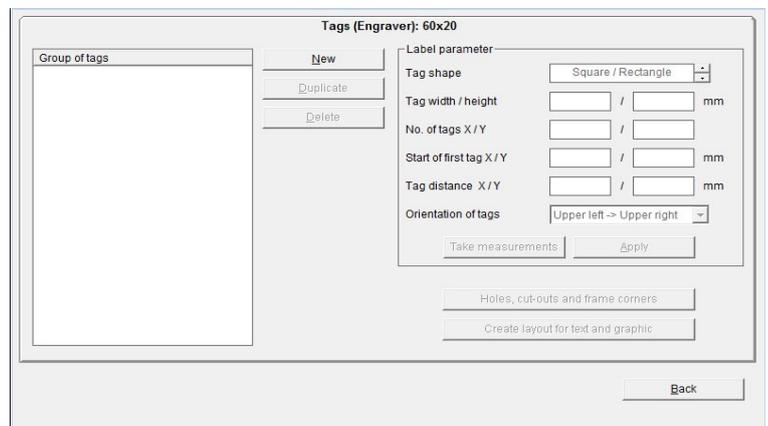
11.2.3 Design marking strips

You have already specified the name for the marking strip, "X-strip".

The next thing to do is to define the strip parameters:

First select the alignment of the strip,lay the strip(s) vertically or horizontally on the engraver. Then enter the length and width of the strip, followed by the number of strips lying on the engraver.

Strips: X-Strip				
Strip parameter		**Strip layout**		
			Lengthwise	
Strip orientation	vertical ▾	Partition 1	10,00 mm	Crosswise
Strip length / width	250,00 / 30,00 mm	Partition 2	8,00 mm	Crosswise
No. of strips	1	Partition 3	12,00 mm	Crosswise
Start coordinates X / Y	5,00 / 5,00 mm	Partition 4	0,00 mm	Crosswise
Strip distance	0,000 mm	Partition 5	0,00 mm	Crosswise
Take measurements	Apply			Apply
				Back

By using the **< Take measurements >** function, it is easy to calculate the start coordinates and the strip spacing.
Proceed exactly as described in the previous section.

After you have measured the strips and clicked on **Apply**, you can specify a layout for the strips in the right-hand section of the window.
You can subdivide the individual strips using horizontal and vertical scale factors.

First, if required, divide the strips into horizontal sections.
First define the height of the first section, by entering the height in mm in the
> Partition 1 field. The remaining height is then transferred into > Partition 2. In this way, you can subdivide the strips into a maximum of 5 sections.
When you have finished dividing them up into sections, first click on the **Apply** button. This completes the horizontal subdivision.

Next, you can make a vertical subdivision for each section. Click on **Crosswise** for the relevant strip.

Then the following window opens up:

To enter the required subdivision of the strip, proceed as follows:

First enter the width and then the number of tags.
By clicking on the **Add** button, the data are transferred to the field below. If the strip is not yet fully divided up, you will be shown the length of strip that is still available. Now you can specify other tag widths.

When you click on **Apply**, the program takes you back to the previous window and displays the subdivision that you have specified.

In this way you can subdivide the individual sections using different tag widths in succession as required.

When you have finished all the subdivisions, close the Designer.

You can select the labeling element you have created in the folder
> User defined under > Manufacturer and call it up for labeling.

Note:
If you have created the labeling data for a strip and are producing the engraving data on the engraver, the horizontal and vertical separating lines will be engraved.

Strip size (mm)		
10,00	**x**	250,00
Used width (mm)		250,00
Remaining width		0,00

Partitioning

Width (mm)	No. of tags
0,00	0
10,00	25

Edit

Apply

Cancel

11.3 Setting up label sheets for office printers

Call up the Designer under > Extras > Designer / Layouter for > Label sheets (Office printer).

The following window opens up:

Here you can create a new label sheet by clicking on the **New** button. First enter the name of the label sheet you want to create in the window.
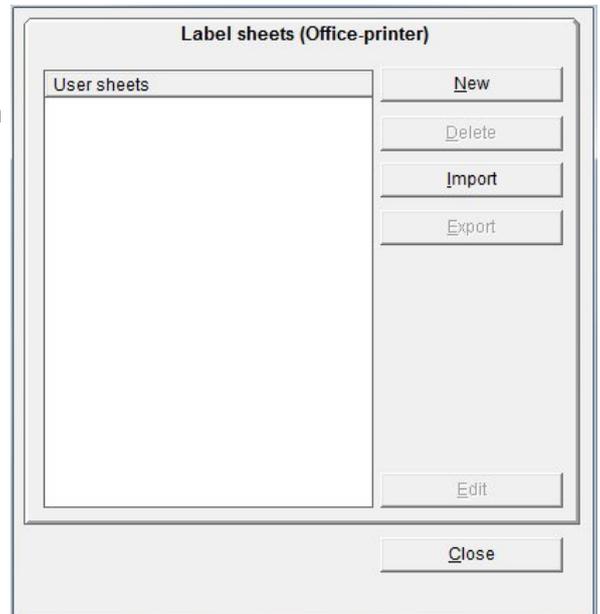
Then click on **Edit** and another window opens:

Now you have to enter the appropriate tag parameters for your label sheet here. If you do not have the data directly to hand, then you must enter the width and height of the tag, the distance from the top left-hand corner of the first tag (start coordinates) and the tag spacing along the X- and Y-axes, using a ruler. You also have to enter the number of tags along the X- and Y-axes.

You can also specify the sequence in which the tags are printed.
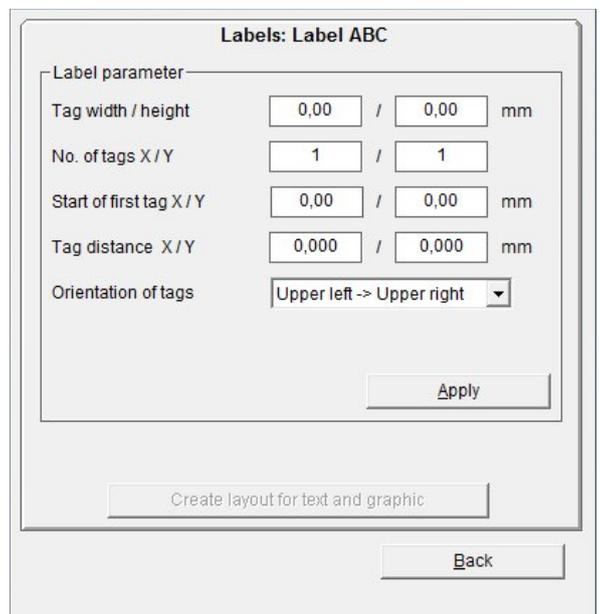
The sequence for labeling can be either from upper left > to upper right (line by line), or from upper left > to lower left (column by column).

When you click on the **Apply** button, the tags you have created are displayed on the screen.

Having completed the labels, you now also have the option of positioning text fields and graphic elements on the labels. Creating text fields like this is always useful if you want to divide the label up into different fields, so that you can later use different text sizes, font types or symbols on the label.

To do this, click on the **Create layout for text and graphic** button.
See **Section 10** of this manual for a description of how to set up a layout.

After you have specified the layout if you wish, click on **Back** to close the Layouter. The program takes you back to the main window, which you can then close by clicking on the **Close** button.

You can select the labeling element you have created in the folder
< User defined under > Manufacturer and call it up for printing.

11.4 Setting up endless labels and strips for thermo transfer printers
Call up the Designer under > <u>Extras</u> > <u>Designer for</u> > <u>Endless labels and strips</u> <u>(Thermo transfer printer)</u>.

The following window opens up:

You can now create new endless labels or endless strips here by clicking on the **New** button.

First enter the name of the label or strip that you want to create in the window.
Now you have to specify whether you want to create an endless label or an endless strip.
Click on either **Label** or **Strips**.
After you click on one of those options, the relevant window opens.


Endless material (thermal transfer printer)

User endless labels and strips	New
Label	Delete
	Import
	Export

Type of tag
○ Label
○ Strips

Edit

Close

➡ **Please enter a unique name for the labels or strips.**
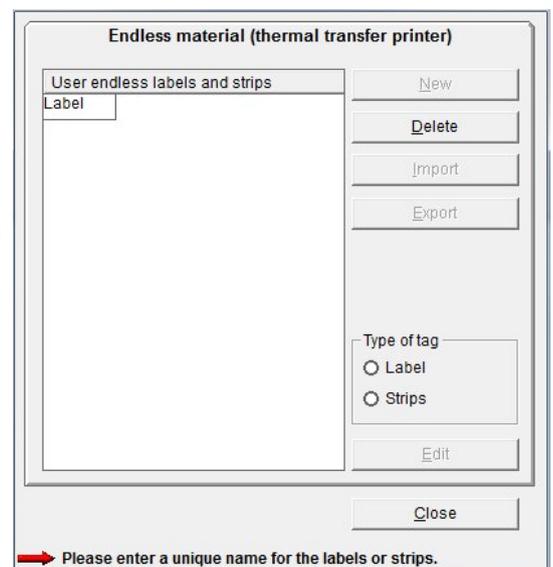
11.4.1 Design an endless label

Enter the width and height of the tag here. If, on your endless roll, you have more than one label side by side, enter the number of labels in the appropriate field.

Endless labels: Label 20x30

Label parameter

Tag width / height	0,00	/ 0,00	mm
Tags per row	1		
Tag distance X / Y	0,000	/ 0,000	mm

Apply

Create layout for text and graphic

Back

You must also enter the tag distance in X and Y.

Tag width

Tag distance Y

Tag height

Tag distance X
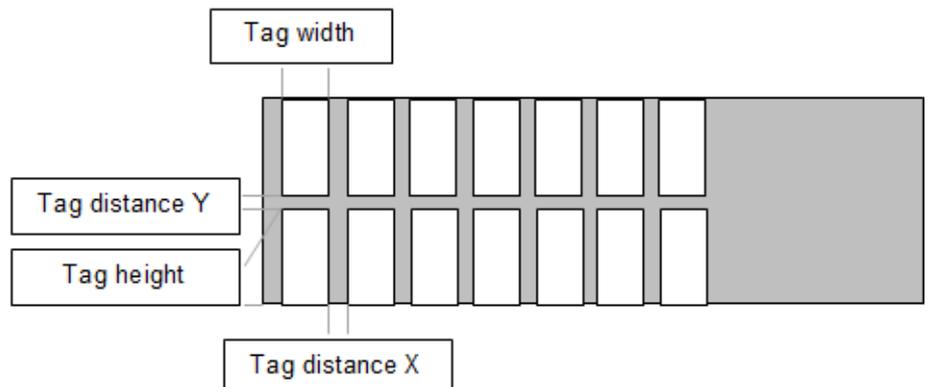
Note:
When the labels are subsequently printed out on a thermo transfer printer, the tag spacing along the Y-axis is detected by a light barrier. The entry on the tab only serves to ensure that it displays correctly on the screen.

When you click on the **Apply** button, the tags you have created are displayed on the screen.

Having completed the labels, you now also have the option of positioning text fields and graphic elements on the labels. Creating text fields like this is always useful if you want to divide the label up into different fields, so that you can later use different text sizes, font types or symbols on the label.
To do this, click on the **Create layout for text and graphic** button.

See **Section 10** of this manual for a description of how to set up a layout.

After you have specified the layout if you wish, click on **Back** to close the Layouter. The program takes you back to the main window, which you can then close by clicking on the **Back** button.

Click on **Close** to close the Designer.

You can select the labeling element you have created in the folder
< User defined under > Manufacturer and call it up for printing.

11.4.2 Design an endless strip
First decide on the size of the strip and enter its length and width.

Then you can divide up the strip using horizontal and vertical scale factors.
If required, divide the strip into horizontal sections.
First of all, specify the height of the first partition, by entering the height in mm in the > Partition 1 field. The remaining height is then transferred into > Partition 2. In this way you can subdivide the strip into a maximum of 5 partitions.

When you have finished dividing the strip into partitions, you first click on the **Apply** button. This completes the horizontal division.

After that, you can make a vertical division for each partition. Click on **Crosswise** for the relevant strip.

Then the following window opens up:

To enter the required subdivision of the strip, proceed as follows:
First enter the tag width and then the number of tags.
By clicking on the **Add** button, the data is transferred to the field below. If the strip is not yet fully divided up, you will be shown the length of strip that is still available. Now you can specify other tag widths.
When you click on **Apply**, the program takes you back to the previous window and displays the subdivision that you have specified.
In this way you can subdivide the individual partitions using different tag widths in succession as required. When you have finished all the subdivisions, close the Designer.

Strip size (mm)		
1000,00	X	10,00
Used width (mm)		800,00
Remaining width		200,00

Partitioning	
Width (mm)	No. of tags
200,00	1
40,00	20

Edit

Add

Insert

Delete

Apply

Cancel

You can select the labeling element you have created in the folder **< User defined under >** Manufacturer and call it up for printing.

Note:
If you have created the labeling data for a strip and are printing out the print data on a thermo transfer printer, there is the opportunity to define various options for printing. You can determine whether dividing marks as separating lines or dots should also be printed.

12. Import/Export of labeling elements and labels created with various designer versions

Elements created by the user, as detailed in the preceding sections, can be imported and exported. This provides an opportunity to swap elements that you have defined yourself. To export a marking element, click on the **Export** button and then select the location where the **txt file** should be saved. You are advised to use the name of the element as the file name.

Exported files can be imported to another workstation. To import, click on the **Import** button and select the file to be imported.

The new element appears in the list of marking elements in the > User defined folder.

If the database already contains an element with the same name, the element that already exists can be overwritten.
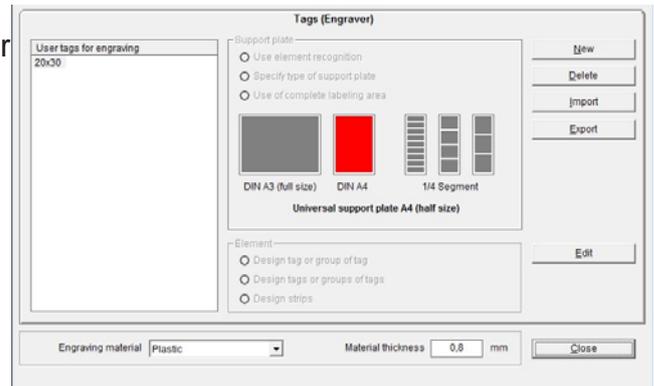
13. Special functions using plotter and engraving versions

13.1 Access of graphic files for plotting or engraving

Graphic files, designed and created by e.g. CorelDraw, can be sent to the plotter or engraver, assuming the files are saved as .plt file extension (HPGL).

If you like to send the file, please go to > Extras > Send HPGL file from the main menu.

The following window appears:
Clicking on **Search** you can browse through the folders selecting the file to be plotted.

Further settings can be changed:

- Priming on pen change, check click box
- Plotting speed, range 5 to 40 mm/sec

The file will be sent to the plotter by confirming the selection with **OK.**
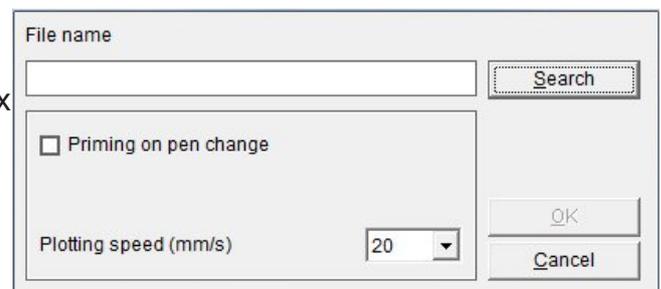
If you like to send the file to the engraver the following window appears:

Clicking on **Search** you can browse through the folders selecting the file to be engraved.
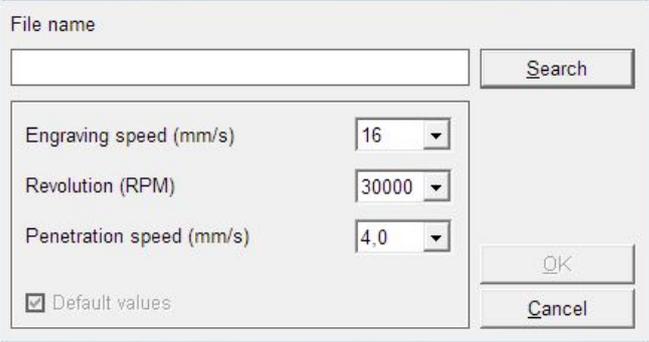
Further settings can be changed:

- Engraving speed, range 2 to 20 mm/sec
- Revolution (RPM) spindle, range 5000 to 50000 RPM
- Penetration speed, range 2 to 6.5 mm/sec

The file will be sent to the engraver by confirming the selection with **OK**.

13.2 Scale factor
The data in the database have been carefully entered and checked. However, they are not subject to regular checking. Thus over time, the tags to be printed could have their mechanical measurements altered, particularly the scale, i.e. the distances of the markers from one another in both the x- and y-directions.
Possible influences include workstation temperature and humidity.

However, production influences, such as materials and temperatures when making the tags, could also have an impact such that there could be deviations from the original values set. Deviations > 1 mm are quite possible across the entire length and width as well as a shift in the start point.

In order to make any correction to possible deviations, select from the main menu
> Extras > Shift of start point and correction of scale factor.

If you notice the output on the tag is not centered, you can change the start point and the scale factor in x- and y-direction accordingly.

To make a correction, proceed as follows:
Turn on the plotter and select a tag on the segment and then follow the menu path
> <u>Extras</u> > <u>Shift of start point and correction of scale factor</u>.

The tags are now all colored red and the following window appears:
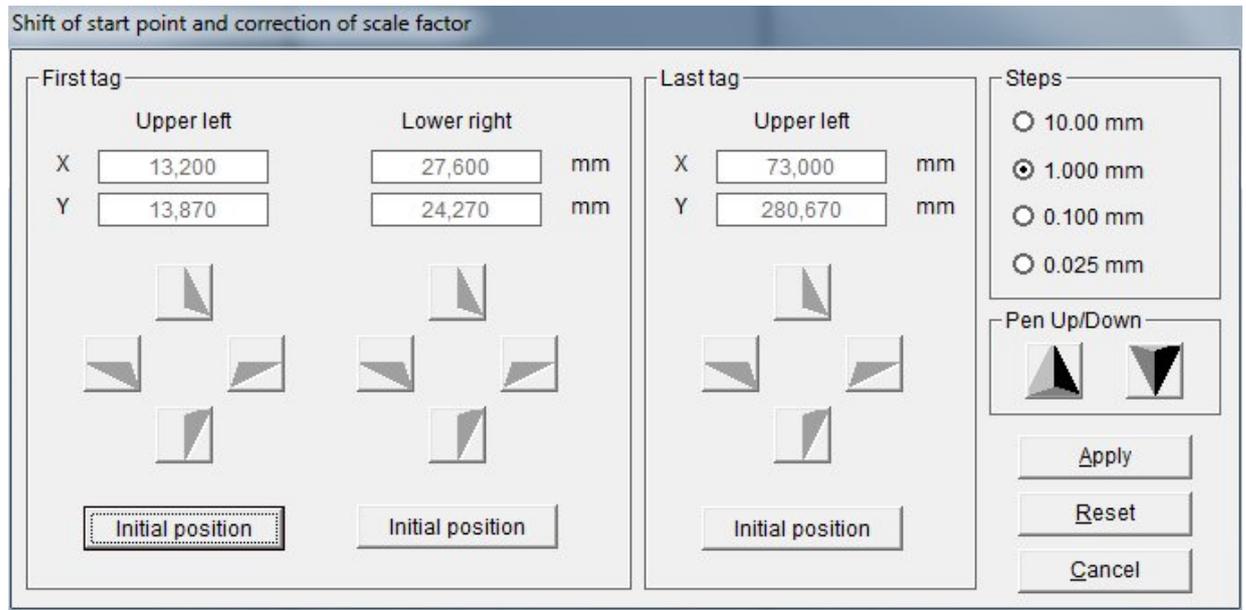
Insert a plotter pen into the pen holder or the optical measurement tool with hairline cross into the engraving head (spindle location) and click on the button
Initial Position in the far left field.

The plotter moves to the upper left corner of the first tag. The peak of the
pen or hairline cross needs to match with the corner point.

In order to find the exact corner point you can move the plotter with the four cursor buttons to the exact position; you can set the steps to be between .025 mm to 10 mm; the default step value is .1 mm.

Then after click on the button **Initial Position** for the lower right corner of the first tag and proceed the same way to match the peak of the plotter pen or hairline cross with the lower right corner of the tag.
In order to find the exact corner point, you can move the plotter to the exact position with the four cursor buttons.

Then click on the button **Initial Position** for the very last tag of the matrix bottom right, the plotter moves to the beginning of the last tag, the upper left corner.

The peak of the pen or hairline cross needs to match with the corner point.
In order to find the exact corner point you can move the plotter with the four cursor buttons to the exact position.

After making the amendment, you need to click the **Apply** button in order to apply the data; the original database remains unchanged. Close the window and the plotter goes back to its initial position.

You can return to the original settings at any time by clicking on the **Reset** button in the window.

Note:
Any change of the scale factor can only be done this way for tags stored in the general database, user designed tags can be changed by using the designer function.

13.3 Base plates and segments

The plotter has one base plate that can be fitted with various support plates. For this reason, the base plate is divided into sections known as segments. An A3 plotter has four segments and an A4 plotter has two segments. You can create several base plates in one project. Follow the menu path > Edit > Base plate > Add to add a new base plate. The bottom line of the screen shows the base plates created. It is also possible to copy base plates and segments.

The project explorer at the left side of the screen shows the current projects open and base plates as well as segments used.
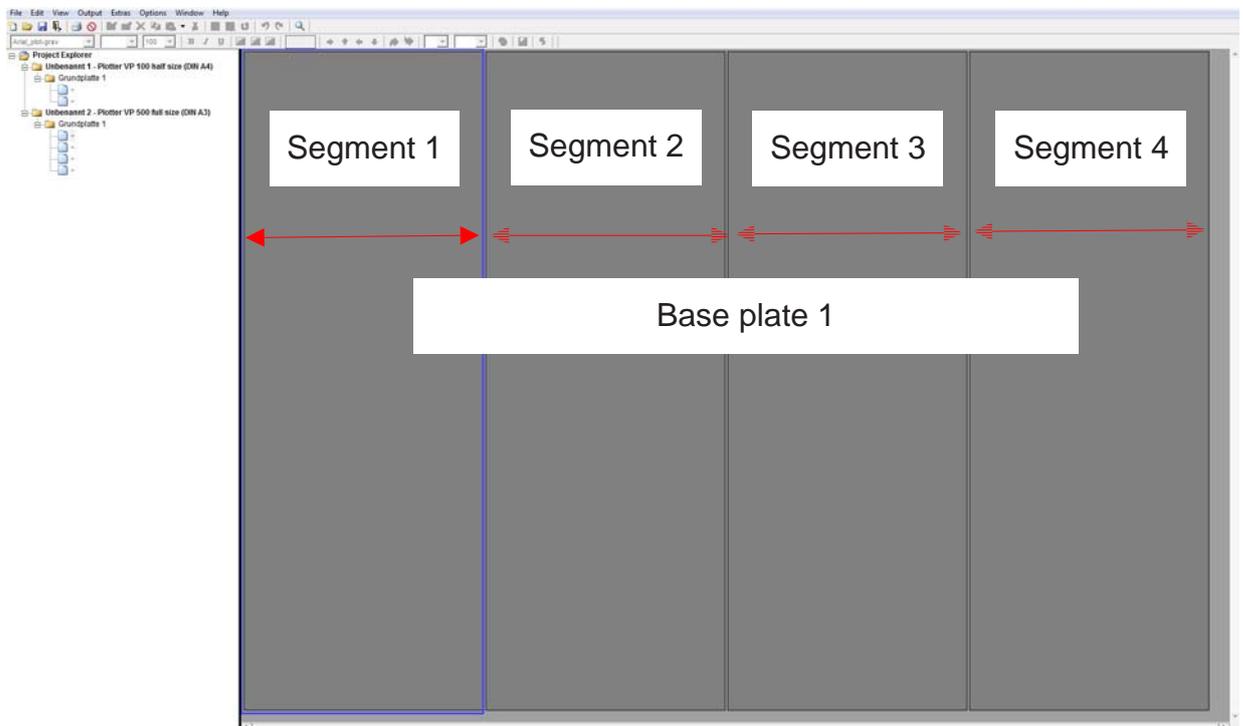
13.4 Control print of the labeling data

If required, you can print the labels you have created on a base plate on a standard office printer, for checking purposes.
You can run the print by following the menu path > Extras > Print on paper printer.

13.5 Calibrating plotter versions

There is usually no need to calibrate the plotter, as all devices are calibrated at the plant. However, if small deviations occur when printing (labeling is not properly centered on the tag), there is an option to make small adjustments using manual calibration. In order to reposition lettering, proceed as follows:

Note:
Make sure that the plotter's writing arm is able to move freely and that there are no obstructions, such as a ballpoint pen, on the plotting surface. Follow the menu path > Output > Special features Plotter / Engraver. The Calibration tab will appear.

The writing arm moves to a preset starting position and four cursor buttons appear in the menu for you to press in order to move the plotter's writing arm.
The step size can be changed within a range of .025 mm to 10 mm. The default step size is set at .1 mm.

Reposition by moving to the right or to the left, up or down, by clicking on the relevant **cursor buttons**.
Each click of the **cursor** button will move the writing arm by the step distance, in this case .1mm.

After completing the adjustment, you need to click on the **Calibrate** button in order to apply the new data. After you have successfully completed calibration, close the window.
You can repeat this step as many times as you like until you achieve an optimum output.

Click on the **Reset** button to go back to the original settings.
Check the position always on the upper left tag
(see > Extras > Shift of start point and correction of scale factor).
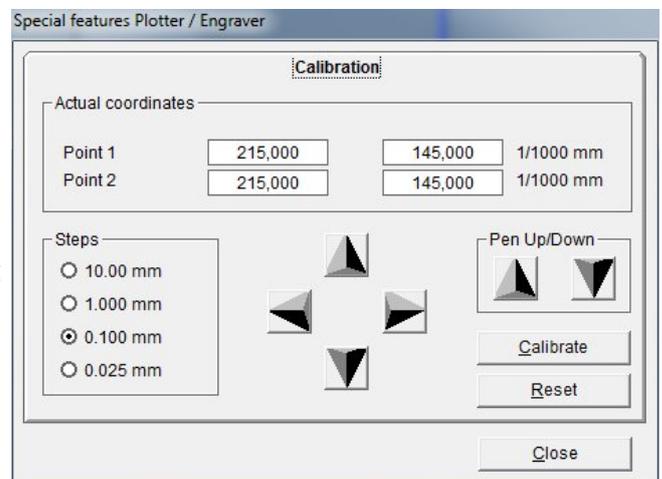
13.6 Assigning the support plate to the marking element
The database for the labeling software contains a large number of marking elements from different manufacturers. Each marking element is assigned to particular support plates.
The menu item > Help > Support plates shows which marking elements can be used with which support plates. There is a wide range of search functions available for doing this. For example, you can search for a particular marking element and find the relevant support plate, etc.

14. General information and adjustments

14.1 Zoom function
You can activate and deactivate the zoom function by following the menu path
> View > Zoom function or by clicking on the relevant icon. Click once on the **icon** and then take the mouse to the point on the base plate whose view you wish to change. Left-click with the mouse to select this point as the new central point of the screen and enlarge the display. Clicking the **icon** again deactivates the function, thus enabling you to continue working with the zoom factor that you have now set. Right-click with the mouse to reduce the size of the screen content.

14.2 Select program language
You can change the program language by following the menu path
> Options > Language settings.

14.3 Display and switching within open project files
You can always obtain an overview of the number of projects and base plates open from the > Window menu or looking at the explorer view to the left. You can work on as many as 10 projects, with each project having up to 256 base plates (plotter and engraver). You can use this menu to switch from one project to another.

14.4 Standard font type

You can specify a standard font for the different output devices.
By using the menu > Options > Standard font, you can select the font type that you would like to use as standard for a particular output device.
If you have selected a marking element for labeling, the standard font type is preset.

If you change the font type, then in future the font type that you last selected will be retained when you use that marking element.
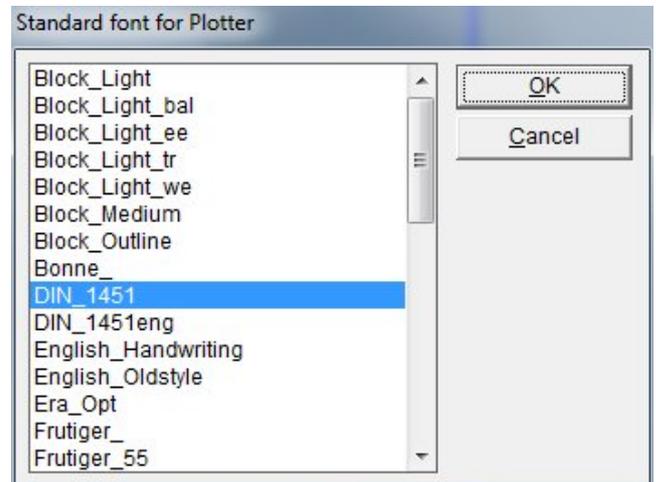
14.5 Standard pen sizes

Up to four different pen sizes (line thicknesses) can be used in the pen depot on the Plotter full size (DIN A3) and Plotter half size (DIN A4).
The following configuration is preset: Position 1: .18 mm, Position 2: .25 mm, Position 3: .35 mm and Position 4: .50 mm.
You can change these settings using the menu item
> Options > select standard pen sizes.

Click on the pen sizes to determine which pen sizes should be used as standard.
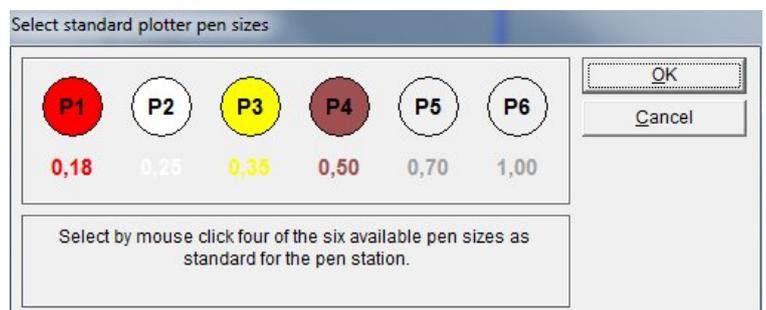
14.6 Software version
Follow the menu path > <u>Help</u> > <u>Info</u>, to find out which version of software for the labeling program is installed and the database status.

14.7 Check for updates
Follow the menu path > <u>Help</u> > <u>Check for updates</u>, to find out if there would be an update of the software available. In order to retrieve the information, you need to be connected to the internet and allow the firewall to access our web server. In case of an update availability, you will receive an information on the screen to contact your local sales representative.

14.8 Online help
Follow the menu path > <u>Help</u> > <u>Manual</u> or use function key F1 to open the software manual on the screen.