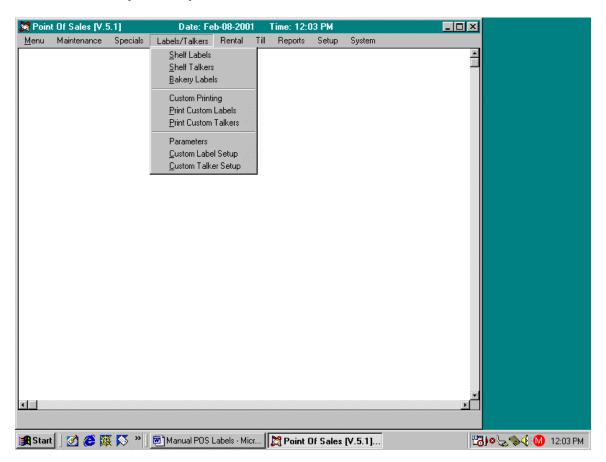
Point Of Sales/Labels/Talkers



Shelf Labels This menu selection is for entering and printing Shelf Labels.

Shelf Talkers This menu selection is for entering and printing Shelf Talkers.

Bakery Labels This menu selection is for entering and printing bakery labels

with ingredients for labeling in store bakery items.

Custom Printing

Print Custom Labels This menu selection is for printing Shelf Labels using Custom

Label Parameters.

<u>Print Custom Talkers</u> This menu selection is for printing Shelf Talkers using Custom

Talker Parameters.

Parameters

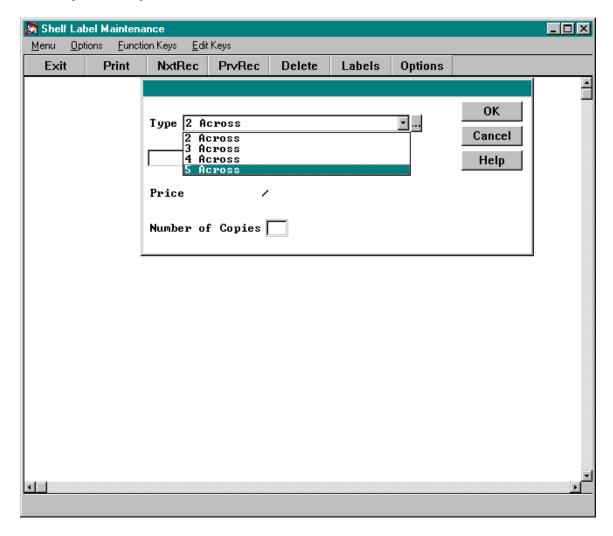
Custom Label Setup This menu selection is for programming Custom Shelf Label

Parameters.

Custom Talker Setup This menu selection is for programming Custom Shelf Talker

Parameters.

Labels/Talkers/Shelf Labels



This section is for programming and/or printing of Shelf Labels. The number of Label Type choices available will vary from store to store depending on individual label requirements.

Most of the time the system will build Label Batches for you whenever you make a price change in Inventory Maintenance, or add new items to your file. You would then access this menu item to print existing label batches.

Before printing labels, you must first set up your Label Options. These options are normally set up for you by your installing dealer however it is a good idea for you to be familiar with these options in case you require changes in the future. These options also affect information in your inventory item file with regard to Wine Sweetness and Comparison Price.

Please refer to pages 72 & 73 for information on Label Options.

Once your Label Options are set up, you are ready to build and print label batches.

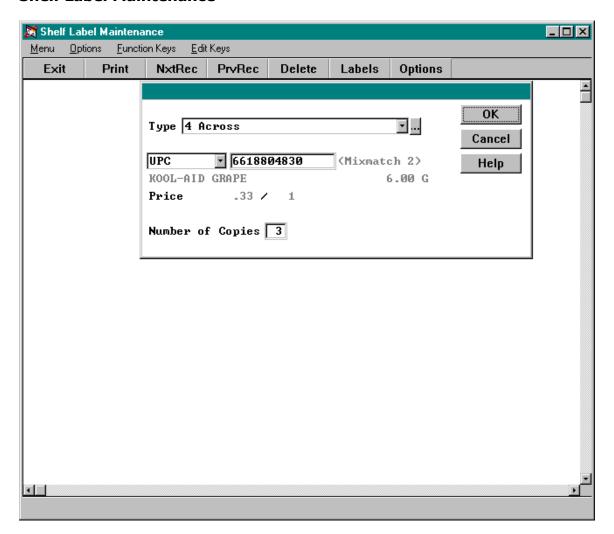
To build a label batch manually you may use one of 3 different options:

- 1. Manually enter items using UPC, Item or Mixmatch Code.
- 2. Download Label Batch from Hand Held Unit.
- 3. Build Label Batch by UPC, Item Code, Mixmatch, Subdept etc.

To print an existing batch, click the **Labels** button on the tool bar, or press **F9.** System will prompt you for label type to print, label starting position, and which printer to print to (if you have multiple printers on your system).

Please refer to following pages for more details on building and printing Label Batches.

Shelf Label Maintenance



To build a label batch manually:

Type Choose label type you require from the list of available types.

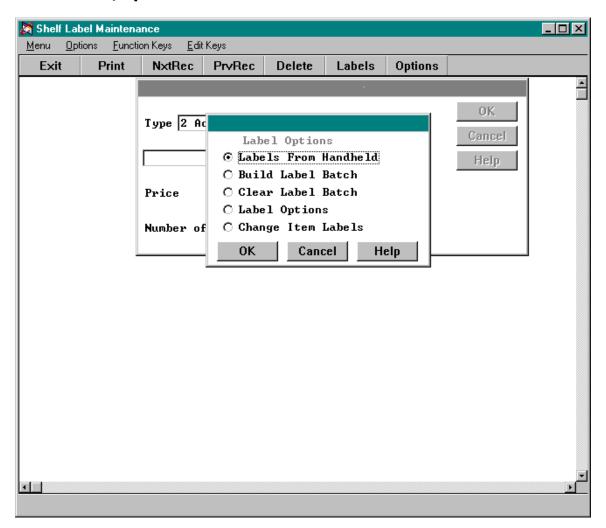
<u>UPC, Item Code,</u> Mixmatch

Choose how you want to enter items into the batch. Once an item is entered the system will bring up the item information to confirm your entry.

Number of Copies Enter number of copies for each item. System will automatically default to the number of copies you requested for the previous item.

Once you have entered all the items you want labels for, click **Labels** on the Tool Bar, or press **F9** to go to the Print Labels screen. See page 75 for sample of Label Print Screens. If you are using the Custom Programmed Label Parameters you would not print labels in this section. You would print using the Print Custom Labels menu selection. See section of this manual on Custom Labels and Talkers.

Shelf Labels/Options



Labels From HandheldThis option is used to download Label Batch from Handheld unit such as a Telxon or RF Unit.

Build Label Batch This option is used to build a Label Batch by a range of UPC's,

Item Codes, Mixmatch Codes, Subdepartments, etc.

<u>Clear Label Batch</u> This option will clear existing Label Batch by Label Type.

<u>Label Options</u>

This option is for selecting how you wish to print optional

information on your Labels.

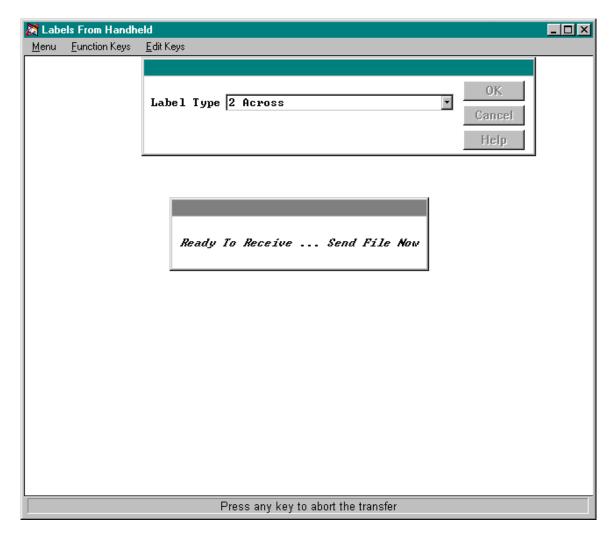
Change Item Labels This routine will change the Label Type on a given range of UPC

items in your item file.

Please refer to following pages for details on the above options.

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Shelf Labels/Options/Labels From Handheld



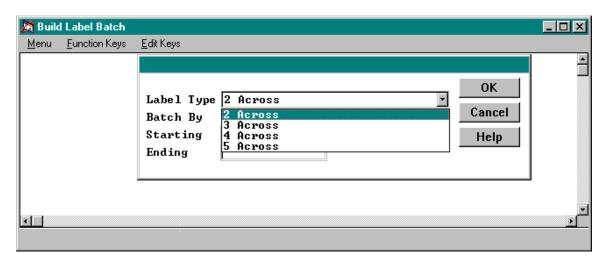
To download label batch from Handheld Unit:

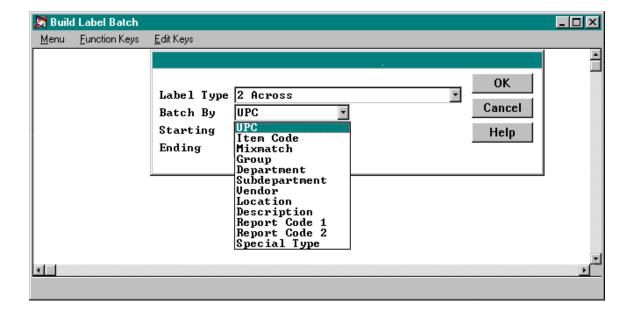
Click **Options** on the tool bar, then choose Labels From Handheld and click **OK**. You will then be prompted to select label type from list on screen. Use your up/down arrow keys or click with mouse on label type you wish to use. Click **OK** to start download.

The system will display the above message and will wait for you to send label batch from your handheld unit. Once you have downloaded the label batch, system will build a Label Batch Edit List, which may be reviewed on screen or printed. You will then have the option to Cancel Label Batch or Save Label Batch. If you choose Cancel Label Batch, the label batch will be cleared. If you choose Save Label Batch, labels will be saved on system to be printed. Once Label Batch is saved you can print labels by clicking **Labels** on the Tool Bar or by pressing **F9**.

If you do not wish to download from handheld at this time, you may press any key to abort the transfer.

Shelf Labels/Options/Build Label Batch





<u>Label Type</u>

Select Label Type from list. Label Types will vary from Store to Store

depending on your different Label requirements

depending on your different Label requirements.

Batch By Select how you wish to build Label Batch from list.

Starting Enter Starting range for your batch. If you selected Department in the

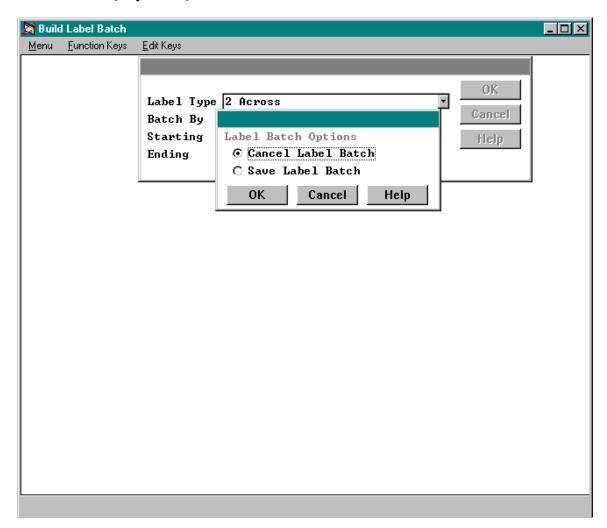
Batch By field, you would enter the Starting Department number here.

Ending Enter Ending range for your batch. If you selected Department in the

Batch By field you would enter the Ending Department number here.

Once you have selected how to build your Label Batch, click **OK** to save. System will automatically build a batch of all items in the given ranges and generate an Edit List.

Shelf Labels/Options/Build Label Batch Cont.



After reviewing the Label Batch Edit List, you will be given the following options:

<u>Cancel Label Batch</u> Selecting this option will Cancel the Label Batch you have just

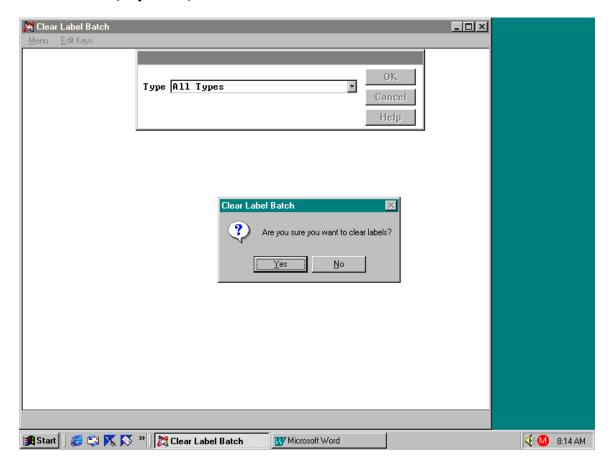
built.

Save Label Batch Selecting this option will save the Label Batch and allow you to

print the required labels.

After selecting one of the above options, click **OK.** You will then be returned to the main Shelf Label Maintenance screen. If you chose to Save Label Batch, you may now click on **Labels**, or press **F9** to print your Labels.

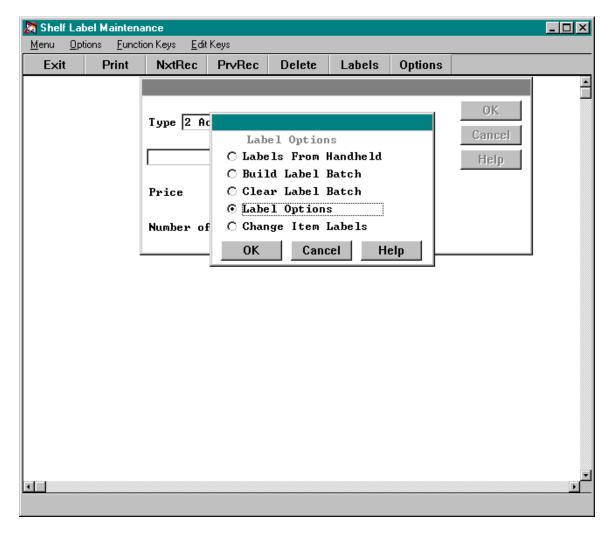
Shelf Labels/Options/Clear Label Batch



Type Select the type of Labels for which you want to clear a Label Batch. Or select All Types to clear All Label Batches.

Once you have selected the Labels you wish to clear, click **OK.** System will prompt "Are you sure you want to clear labels?" Click **Yes** to clear labels or **No** to cancel.

Shelf Labels/Options/Label Options

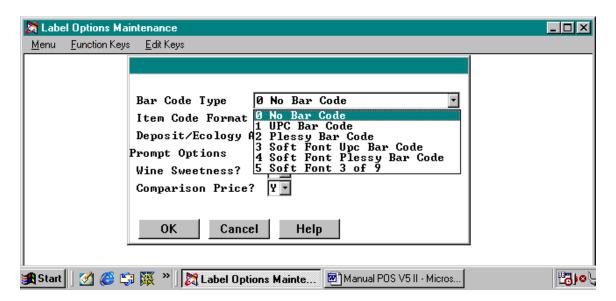


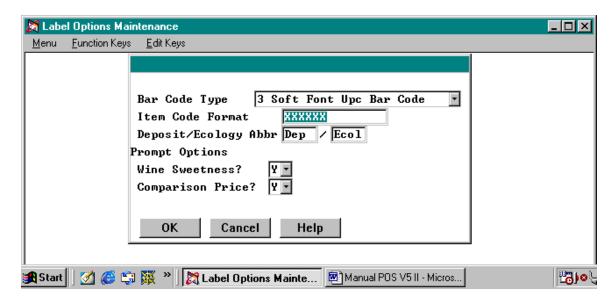
To access label options, click **Options** on the tool bar, then choose Label Options from the above list and click **OK.**

Label Options should be set up prior to using the Shelf Label program.

Please refer to the following page for details on setting up Shelf Label Options.

Shelf Labels/Options/Label Options cont.





Bar Code Type

Choose type of bar code you wish to have printed on your shelf labels from the list shown above.

Item Code Format

Enter X's to represent max number of digits in your item codes.

<u>Deposit/Ecology Abbr</u>

Enter abbreviation you wish to have printed on labels to represent Bottle Deposit and Ecology Taxes.

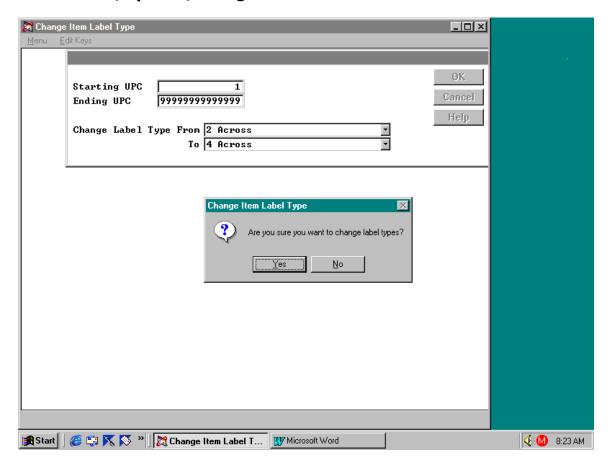
<u>Prompt Options</u> <u>Wine Sweetness</u>

Enter **Y** if you wish to put sweetness on wine items in your inventory item file and have sweetness printed on shelf labels.

Comparison Price

Enter **Y** if you wish to put comparison prices in your inventory item file and have comparison price printed on shelf labels.

Shelf Labels/Options/Change Item Labels



Starting UPC Enter Starting UPC number for range of items to change Label

Type.

Ending UPC Enter Ending UPC number for range of items to change Label

Type.

Change Label Type From Select Label Type currently set as default for items in above

range.

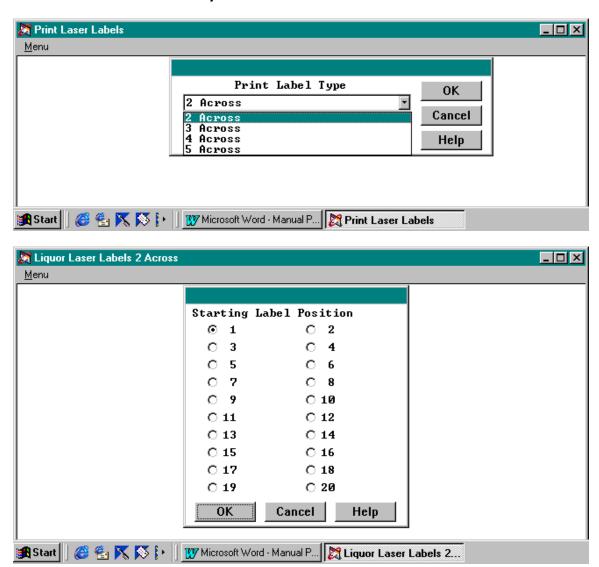
Change Label Type ToSelect new Label Type to be set as default for items in above

range.

Once you have selected your UPC range and Label Types, click **OK.** System will Prompt "Are you sure you want to change label types?" Click **Yes** to change, or **No** to cancel.

This routine will automatically sort through your item file within the specified UPC range and change all default label types. In the above example, all items in the file would be changed from 2 Across Labels to 4 Across Labels. This can be very useful in the event that you decide to change the type of labels you are using in your store.

Shelf Label Maintenance/Print Laser Labels

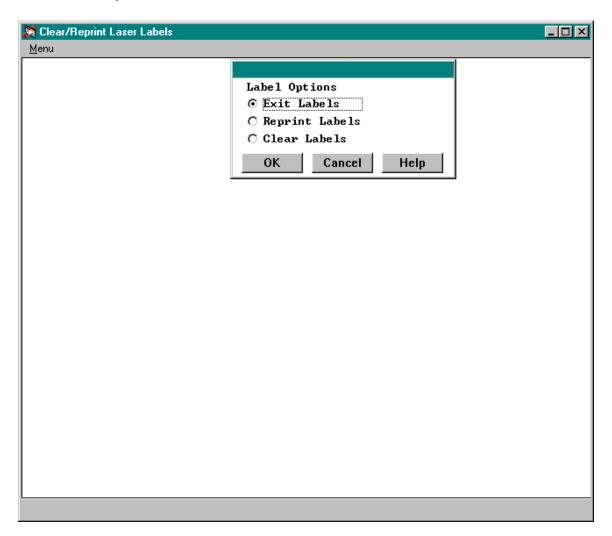


The above screens are what you will see when you go to print your Shelf Labels. Choose the Label type to be printed and click **OK**. Then indicate where you want the labels to start printing using the radio buttons and click **OK**.

Once you have selected Label Type and Starting Label Position, your windows print screen will be displayed so you can choose which printer you wish to use.

When labels have finished printing, you will be given the option to Exit Labels, Reprint Labels or Clear Labels. See next page.

Shelf Labels/Print Laser Labels Cont.



Exit Labels If you select Exit Labels, the label batch will be saved on the system and

may be printed again at a later time.

Reprint Labels Reprint Labels will reprint the label batch immediately. This option is

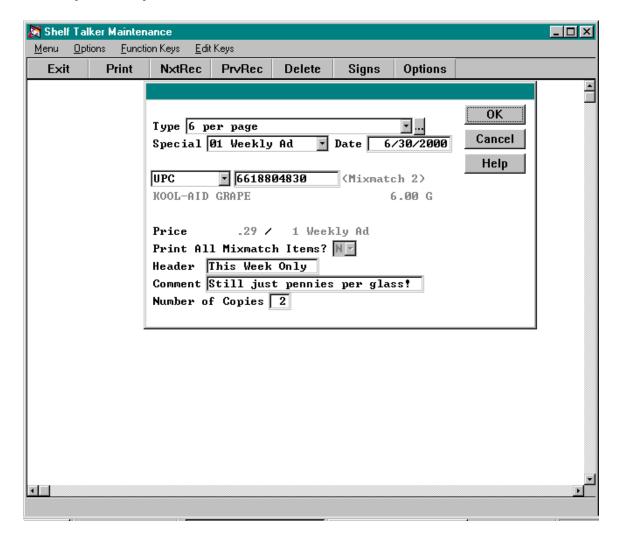
useful in the event of a printer jam while printing the first time.

Clear Labels This option will clear the label batch from the system.

Once you have selected one of the above options, click **OK.** System will return you to the main Label Maintenance screen. If you click **Cancel,** system will return Label Maintenance screen but Labels will not be cleared.

If you are printing Labels using Custom Programmed Label Parameters, you would not print Labels in this section. Please refer to page 93 for printing Custom Labels.

Labels/Talkers/Shelf Talkers

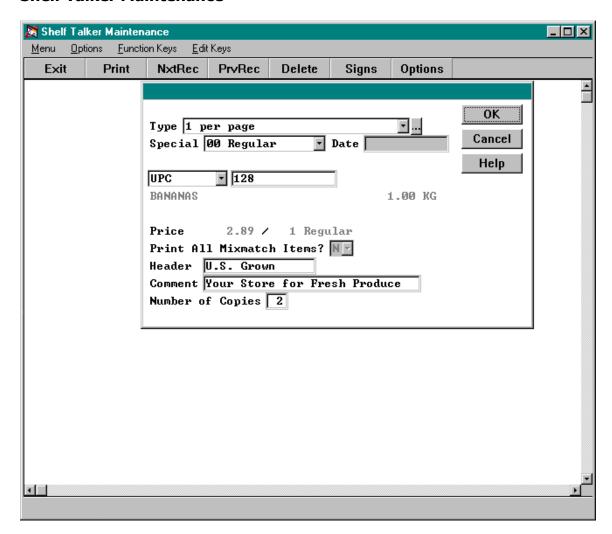


This section is for programming and/or printing of Shelf Talkers. The number of Talker Type choices available will vary from store to store depending on individual requirements.

Most of the time the system will build Talker Batches for you whenever you put items on special. You would then access this menu item to print existing label batches.

Before printing talkers, you must first set up your Shelf Talker Options. See pages 87-89 for details on setting up Shelf Talker Options.

Shelf Talker Maintenance



Type Select Type of Shelf Talker you wish to program.

Special Select Special Type from list, or choose 00 Regular to program a

Shelf Talker for the Regular Price of an item.

<u>Date</u> If you have selected a Special Type other than Regular above,

you will need to enter the Ending Date of the Special here.

UPC, Item Code, Mixmatch Select one of these three options for entering items into the

Talker Batch.

Print All Mixmatch Items? If Item entered is in a Mixmatch Group and you want a Shelf

Talker for each item in the Mixmatch Group, select **Y**. If you only want one Shelf Talker for the entire Mixmatch Group, select **N**.

Shelf Talker Maintenance Cont.

<u>Header</u> Enter Header to be printed on Shelf Talker, or select a Header

from the list.

Comment Enter Comment to be printed on Shelf Talker, or select a

Comment from the list.

See Shelf Talker Options on page 88 for more information on Header and Comment.

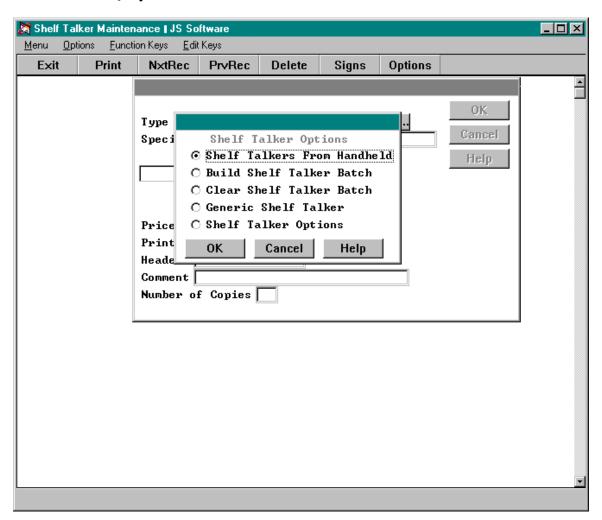
Number of Copies Enter number of Shelf Talkers you wish to print for the selected

Item.

When you have entered all the information you want for your Shelf Talker, click **OK** to save this item and continue on to the next item.

Once you have entered all Items you want Shelf Talkers for, click **Signs** on the Tool Bar, or press **F9** to go to the Print Shelf Talkers screen. See page 90 for sample of Shelf Talker Print screen.

Shelf Talkers/Options



Shelf Talkers From Handheld

This option is used to download a Shelf Talker Batch from a Handheld unit such as a Telxon or RF Unit.

Build Shelf Talker Batch

This option is used to build a Shelf Talker Batch by one of several different options using Special Type or Regular Price, as well as by UPC, Item Code, Subdepartment, etc.

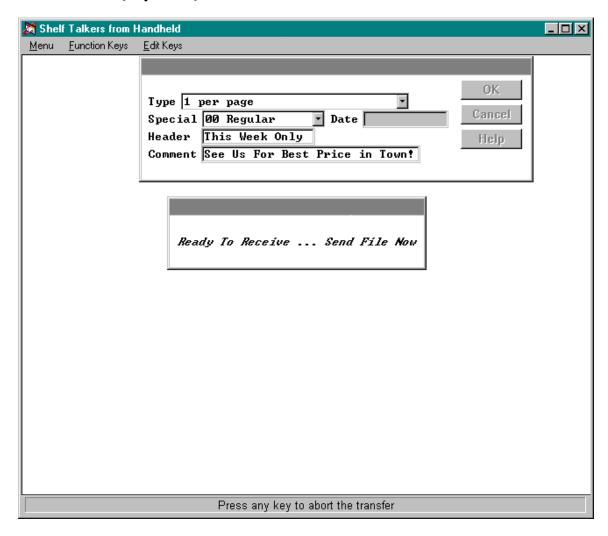
Clear Shelf Talker Batch

This option is used to clear all items from a selected Shelf Talker Batch, or All Talker Batches.

Generic Shelf Talker

This option is for making Shelf Talkers for items that are not in your Inventory Item File. It allows you to select any of your available Talker types and key in any information you require on your Talker.

Shelf Talkers/Options/Shelf Talkers From Handheld

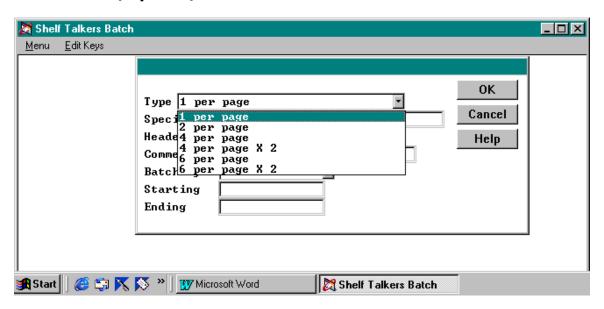


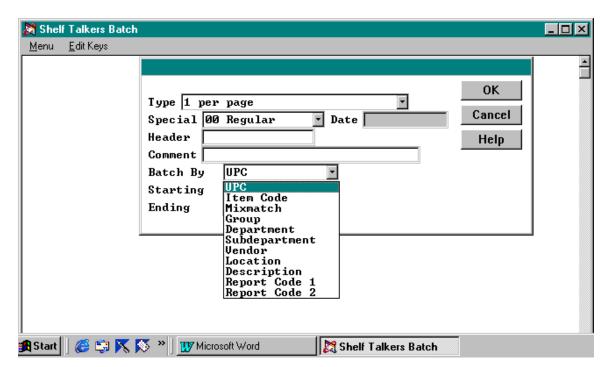
This screen is very similar to your Shelf Talker Maintenance Screen. You must select your Talker Type, Special Type, Date, Header and Comment.

Once you have selected all the options above, click **OK.** System will display the above message and will wait while you send talker batch from your handheld unit. Once you have downloaded the talker batch, system will build a Shelf Talker Batch Edit List, which may be reviewed on screen or printed. You will then have the option to Cancel Shelf Talker Batch or Save Shelf Talker Batch. If you choose Cancel Shelf Talker Batch, the batch will be cleared. If you choose Save Shelf Talker Batch, the batch will be saved on system to be printed. Once Shelf Talker Batch is saved you can print Talkers by clicking **Signs** on the Tool Bar or by pressing **F9**.

If you do not wish to download from handheld at this time, you may press any key to abort the transfer.

Shelf Talkers/Options/Build Shelf Talker Batch





Type Select Type of Shelf Talker you wish to build a batch for.

Special Select Special Type, or Regular. **Date** Enter Ending date for Special.

<u>Header</u> Enter or Select Header for Talker Batch

Comment Enter or Select Comment for Talker Batch

Build Shelf Talker Batch Cont.

Batch By Select Option from list to build batch by.

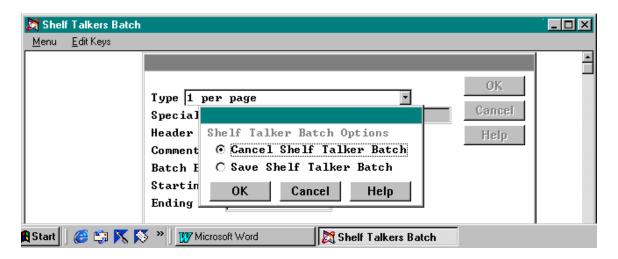
Starting Select Starting range for your batch. If you selected Mixmatch in the Batch By

field, you would enter the Starting Mixmatch Group number here.

Ending Select Ending range for your batch. If you selected Mixmatch in the Batch By

field, you would enter the Ending Mixmatch Group number here.

Once you have selected how to build your Shelf Talker Batch, click **OK** to save. System will automatically build a batch of all items in the given ranges and generate an Edit List.



After reviewing the Shelf Talker Batch Edit List, you will be given the following options:

<u>Cancel Shelf Talker Batch</u> Selecting this option will Cancel the Shelf Talker Batch you have

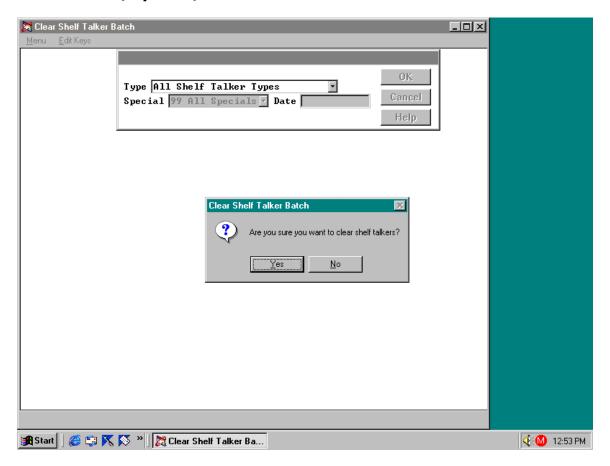
just built.

<u>Save Shelf Talker Batch</u>
Selecting this option will save the Shelf Talker Batch and allow

you to print the required talkers.

After selecting one of the above options, click **OK.** You will then be returned to the main Shelf Talker Maintenance screen. If you chose to Save Shelf Talker Batch, you may now click on **Signs,** or press **F9** to print your Shelf Talkers.

Shelf Talkers/Options/Clear Shelf Talker Batch

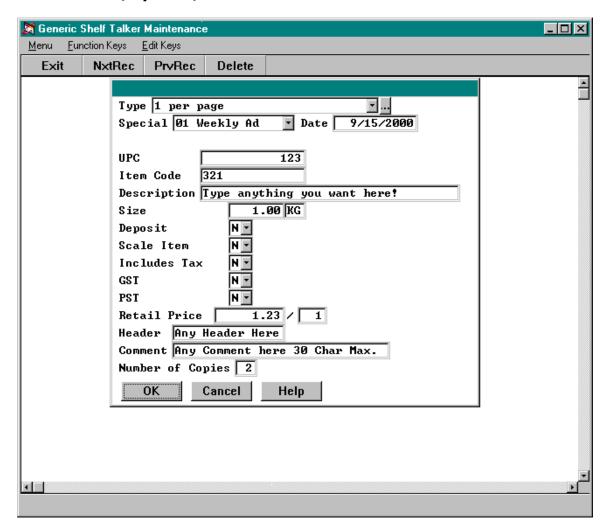


Type Select Shelf Talker Type you wish to clear batch for.

Special Select Special Type, Regular or All Specials. If you select only one Special Type, you will need to enter the Ending Date of the Special.

Once you have selected the Shelf Talkers you wish to clear, click **OK.** System will prompt "Are you sure you want the clear shelf talkers?" Click **Yes** to clear shelf talkers or **No** to cancel.

Shelf Talkers/Options/Generic Shelf Talker



Type Select type of Shelf Talker you wish to print.

Special Select Special Type from list, or select Regular.

Date Enter Ending date for special. This date does not have to match any existing

special in your system.

UPC Enter UPC Number. This also does not need to match anything in your Inventory

Item file. You can make up any number you like. If you do key in a UPC that is in

your Item file, system will bring up that item for you.

<u>Item Code</u> Same as above.

<u>Description</u> Enter Description to be printed on Shelf Talker.

Generic Shelf Talker Cont.

Size Enter size and measure for the item. Measure can be anything you want; it also

does not have to match a valid measure in your system.

Deposit Select **Y** or **N**. Yes if you want Talker to read Plus Dep.

Scale Item Select **Y** or **N**.

Includes Tax Select Y or N.

GST Select **Y** or **N**.

PST Select **Y** or **N**.

Retail Price Enter Retail Price and Quantity to be printed on Shelf Talker

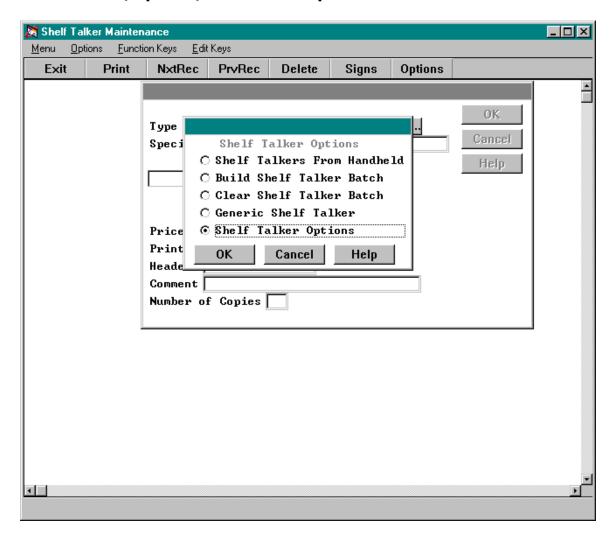
Header Enter Header (optional).

<u>Comment</u> Enter Comment (optional).

Number of Copies Enter number of copies you want to print for the item.

When you have finished entering all of the Talker information, click **OK** to save the Shelf Talker. System will return you to the main Shelf Talker Maintenance screen. Click **Signs** or press **F9** to print your Talker.

Shelf Talkers/Options/Shelf Talker Options

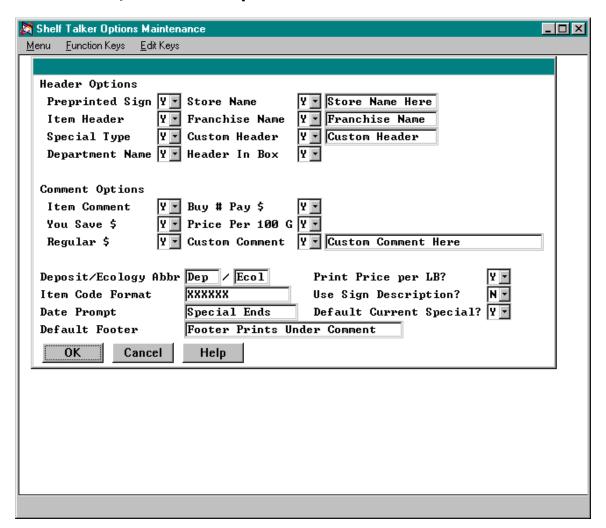


To access Shelf Talker Options, click **Options** on the tool bar, then choose Shelf Talker Options from the list shown above and click **OK.**

Shelf Talker Options should be set up prior to using the Shelf Talker program.

Please refer to following pages for details on setting up your Shelf Talker Options.

Shelf Talkers/Shelf Talker Options



Header Options

Any Header Option that you indicate with **Y** will be displayed on the Shelf Talker Maintenance screen when you are building Shelf Talker Batches. You will then be able to choose one of these Header Options to be printed on the top of your Shelf Talker.

Comment Options

Any Comment Option that you indicate with **Y** will be displayed on the Shelf Talker Maintenance screen when you are building Shelf Talker Batches. You will be able to choose one of these Comment Options to be printed on the bottom of your Shelf Talker.

Deposit/Ecology Abbr

Enter the abbreviations you wish to use for bottle deposit and ecology taxes when printing Shelf Talkers. These abbreviations will be printed near the price of the item as "Plus Dep" "Plus Ecol". Maximum characters for each field is 4.

Shelf Talker Options cont.

<u>Item Code Format</u> Enter a number of **X**'s in this field equal to the number of digits

in your product Item Codes. If you have item codes of different lengths, enter the maximum number of digits here. E.g. If your

item codes are 8 digits, you would enter "XXXXXXXX".

Date Prompt This date prompt relates to items that are on special. Shelf

Talker program will automatically print the date on which the special is ending. Any entry in this field will precede the date on

the Shelf Talker. E.g. "Special Ends 06-30-00".

Default Footer If you wish to have a footer message on the bottom of all your

Shelf Talkers, you would enter such a message here. For example, you may wish to use this field for a seasonal message

such as "Merry Christmas".

Print Price per LB? If you wish to have price per pound print Large and price per KG

print smaller, select Y.

<u>Use Sign Description?</u> If you select **Y** for this option, you must have a description

programmed in Tkr Info in your Inventory Item File. See page

30 in the Maintenance section of this manual.

This option allows you to have one description for finding the item on a PLU List, and a different description to be printed on

Shelf Talkers.

For example: In you Item File, you might have "Apples, Spartan" as your description. This way, when you print a list of produce items for the cashiers, the apples are all grouped together so they are easier to find. For signs, however, you may want to have the description printed as "Spartan Apples". In this case, you would program the description under **Tkr Info** to read

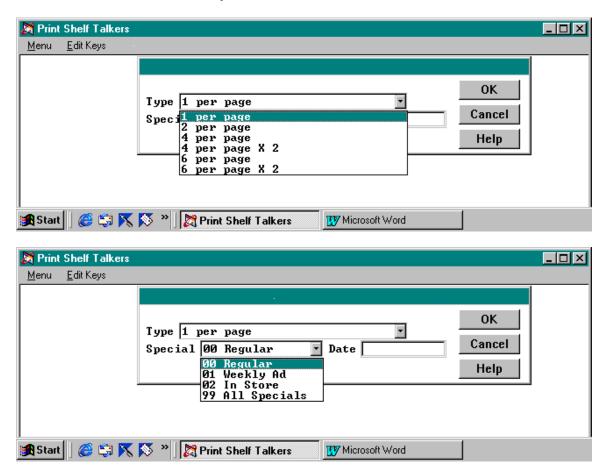
"Spartan Apples" and then select **Y** for this option when printing Talkers for your Produce items.

Default Current Special? Select **Y** if you wish the system to default to the current Special

when printing Shelf Talkers.

Once you have set up your Shelf Talker Options to your liking, click **OK** to save. System will return you to the main Shelf Talker Maintenance screen.

Shelf Talker Maintenance/Print Shelf Talkers

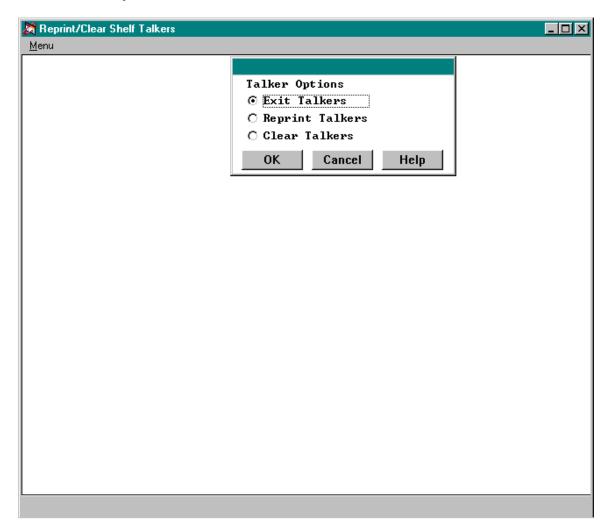


The above screen is what you will see when you go to print Shelf Talkers. Select the Talker Type and Special Type for the talkers you have programmed. If you select a special type other than Regular or All Specials, you must specify a valid special end date in the Date field.

Once you have selected Type and Special, click **OK.** System will bring up your windows print screen. Select the printer you wish to use and click **OK.**

When Shelf Talkers have finished being sent to the printer, system will bring up the options shown on the following page.

Shelf Talkers/Print Shelf Talkers Cont.



Exit Talkers Select Exit Talkers to exit the print routine without clearing Shelf Talkers.

Reprint Talkers Select Reprint Talkers to immediately reprint the Talker Batch you have

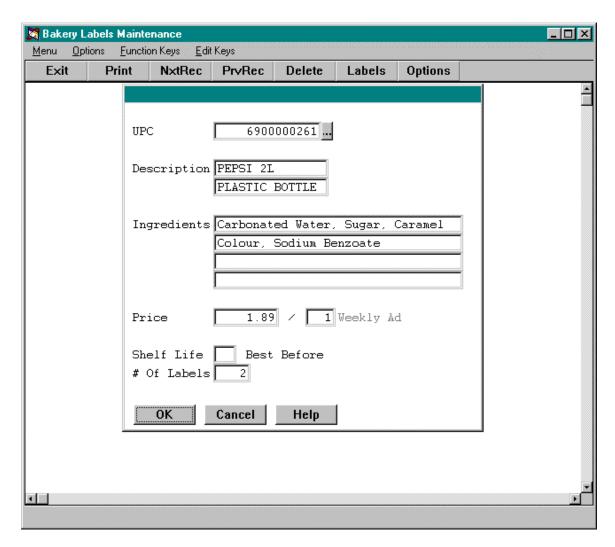
just printed.

<u>Clear Talkers</u> Select Clear Talkers to clear the Talker Batch you have just printed.

Once you have selected one of the above options, click **OK.** System will return you to the main Shelf Talker Maintenance screen. If you click **Cancel**, you will return to the Shelf Talker Maintenance screen, but Talkers will not be cleared.

If you are printing Talkers using Custom Programmed Talker Parameters, you would not print Talkers in this section. You would print talkers using the Print Custom Talkers menu selection. Please refer to page 95.

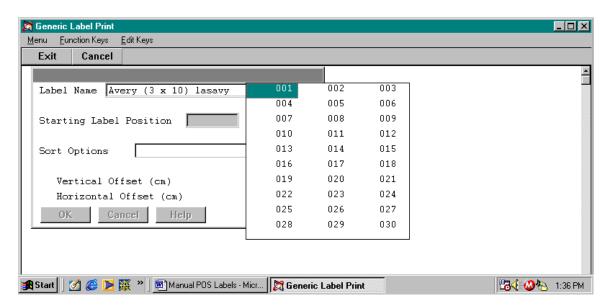
Labels/Talkers/Bakery Labels



The Bakery Label program allows you to print product labels with ingredients listed as well as a Best Before Date. These labels will also print a bar code so in store bakery items can be scanned at the front tills.

Label is designed to fit on Avery ???? self-adhesive label stock.

Labels/Talkers/Custom Printing/Print Custom Labels

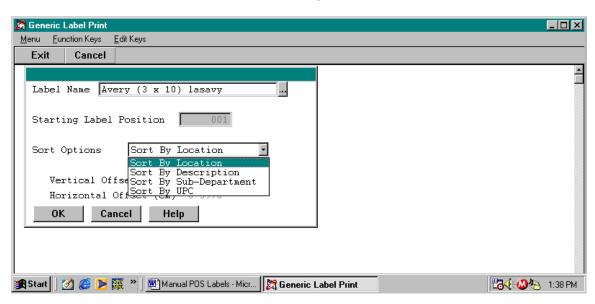


Label Name

Select Label type you wish to print from the list. To view list, click [...] or press **F6**.

Starting Label Position

Double click on the position you wish to have the first label in your batch printed. This feature allows you to use a partial sheet of labels thus saving on wasted label stock.



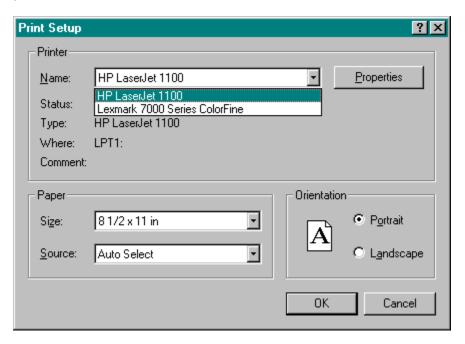
Sort Options

Select Sort Option from list. By sorting labels using the available options, it will be easier for staff to find and hang the labels you have printed.

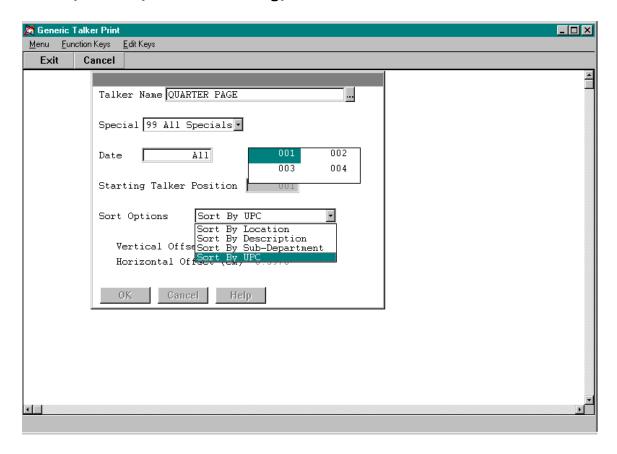
<u>Vertical/Horizontal Offset</u>

Offset numbers displayed are information from your printer. This information is used when programming Label Parameters.

After selecting all the required options on the previous page, click OK. System will bring up the Windows Print Setup screen shown below. Select the appropriate printer and click OK to print your labels.



Labels/Talkers/Custom Printing/Print Custom Talkers



Talker Name Select Talker type from list. To view list, click [...] or press **F6.**

Special Select Regular for Regular Price Shelf Talker, or select special

type from list for Special Price Shelf Talker.

Date For Special Price Shelf Talkers, enter ending date of special you

require talker for or press Enter for All dates. Date field is

bypassed if Regular Price Talkers are selected.

Starting Talker Position For talkers with more than 1 per page you may select the

starting position of the first talker printed in order to use partially

printed stock.

Sort Options Select sort option from list. By using sort option, talkers will be

printed in the order selected for easier hanging of talkers.

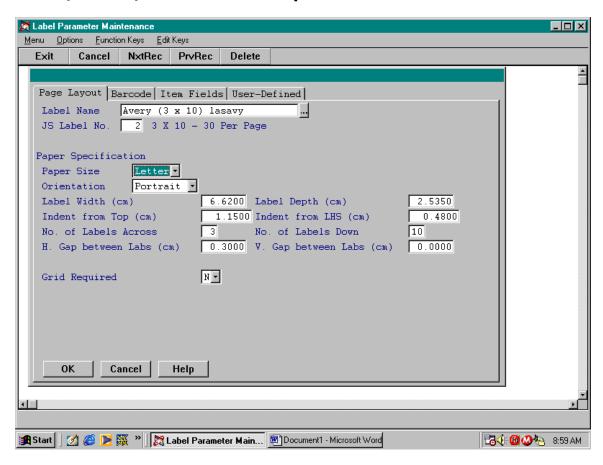
Vertical/Horizontal Offset Offset numbers displayed are information from your printer. This

information is used when programming Talker Parameters.

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Have a nice day!

Labels/Talkers/Custom Label Setup



Label Parameter Maintenance allows you to custom program Labels according to the label stock you have selected for your store. You may program as many custom labels as you need and can add to or change these labels at any time.

<u>Label Name</u> Enter a name for your Custom Label. The name you enter here

will only be displayed when you Print Custom Labels.

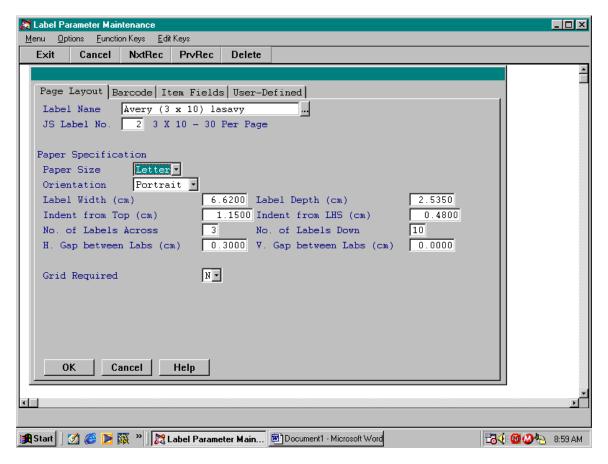
JS Label No.Enter the JS Label number that will correspond to your custom label. The JS Label Number and description are displayed when selecting labels in Item Maintenance and Label Maintenance.

For existing JS users, you will already have a list of Labels programmed in your system that you are familiar with. In this case it will be easier if you keep the names the same as what you have now.

If you only have 1 label type set up in JS Labels you may use this for requesting labels and link all your custom labels to it, or you may choose to set up more JS Labels to correspond to each of the custom labels you wish to set up.

For adding JS Labels, please refer to JS Setup Instructions Technical Manual, Page 9 or contact JS Software Technical support for assistance.

Label Parameter Maintenance/Page Layout



Paper Specification

Paper Size Select Letter or Legal size paper.

Orientation Select Portrait or Landscape.

Label Width (cm) Measure width (side to side) of each label and enter measurement in cm (up to 4 decimal places). This measurement may need minor adjustments after you have programmed the information you want on your labels. If information on the label is creeping to the right on each row of labels, you would need to adjust this number slightly lower.

<u>Label Depth (cm)</u> Measure depth (top to bottom) of each label and enter measurement in cm (up to 4 decimal places). This measurement may also need adjusting after labels are programmed. If label information is creeping down (lower on labels as columns progress) you would need to adjust this number slightly lower.

To test the Label Width and Depth adjustments you may use the test print feature in the parameter maintenance (F5) or you can create a label batch using a single UPC and requesting maximum number of labels per sheet for the UPC selected. For example: to test the above sample, you could use a UPC that will have all the info you have requested on the label and ask for 30 labels for that item. By using a full sheet of the same item it is easier to see if labels are creeping in width or depth.

Indent from Top (cm) Measure how far the first label is from the top of the page. If you have selected Portrait orientation you would measure from the short edge of the page to the first row of labels. If you have selected Landscape orientation you would measure from the long edge of the page to the first row of labels. This measurement may also need adjusting later. For example: If you have programmed and printed your test labels and all the information on the label needs to be moved down slightly, it would be easier to increase this number slightly than it would be to adjust the vertical position of all your item fields.

Indent from LHS (cm) Measure how far the first label is from the left hand side of the page. If you have selected Portrait orientation you would measure from the long edge of the page to the first column of labels. If you have selected Landscape orientation you would measure from the short edge of the page to the first column of labels.

No. of Labels Across Count the number of labels across the page and enter number

here. Again paying close attention to orientation of your page.

No. of Labels Down Count the number of labels down the page and enter number

here.

<u>**H. Gap between Labs (cm)**</u> Measure horizontal gap between labels (if any) and enter

measurement here. If there is no horizontal gap between labels

leave this field at zero.

<u>V. Gap between Labs (cm)</u> Measure vertical gap between labels (if any) and enter

measurement here. If there is no vertical gap between labels,

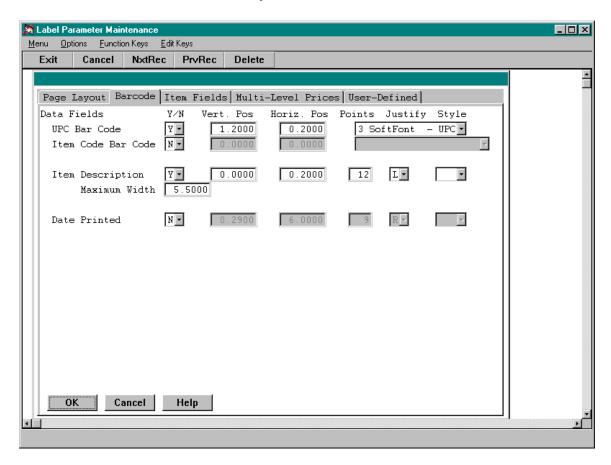
leave this field at zero.

Grid Required Y or N. If you set this field to Y the program will print grid lines

on your labels. This is normally used if you are printing your labels on a plain piece of paper and wish the program to print

grid lines to assist you in cutting out your labels.

Label Parameter Maintenance/Barcode



Data Fields

UPC Bar Code

If you want the UPC Bar Code to be printed on your labels you must set this option to **Y** and then fill in the Vertical Position, Horizontal Position, and select the type of Bar Code required.

Item Code Bar Code

If you want the Item Code printed as a Bar Code on your labels you must set this option to **Y** and then fill in Vertical Position, Horizontal Position and select the type of Bar Code required.

Item Description

This option must be set to \mathbf{Y} if you want the item description printed on your labels. Set the Vertical & Horizontal Positions for your description, Points (larger number = larger print), Justify (Left, Center or Right) and the Style (Bold, Italic, Underline or any combination of these options). You must also set a Maximum Width for your Item Description. This measurement controls how wide the description can be before system will wrap text to a second line.

Date Printed

If you want the system to print the current date on your labels when they are printed, set this option to **Y.** You will then need to set the Vertical & Horizontal Positions, Points, Justify and Style as you did for Item Description.

Label Parameter Maintenance/Barcode Cont.

Click OK to save and proceed to Item Fields.

Before continuing with Item Fields, it is a good idea to print some test labels with just the Barcode and Item Description information on them to see if the Vertical and Horizontal position settings are correct.

To print test labels, you can use the test print feature in the Label Parameter Maintenance program by clicking on Function Keys and Test Print, or by pressing **F5.** The Test Print program will use the maximum number of characters for all information selected on the label.

OR

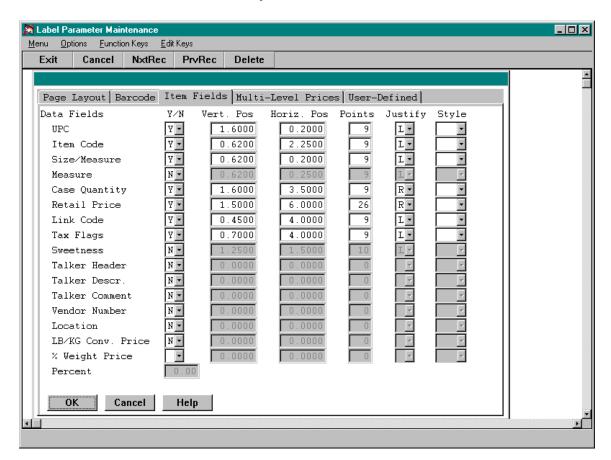
If you prefer to test labels using items in your inventory file, you can click OK to save the parameters you have set thus far and exit Label Parameter Maintenance. Go to Shelf Labels and build a label batch, and then print the labels using the Print Custom Label program. It is a good idea to use only 1 UPC item and request enough labels to fill one full sheet so that you can easily see if labels are evenly spaced from top to bottom and left to right.

Rather than clearing the Label Batch, just exit the print program so that you may continue using this batch as you add more information to your custom labels.

If labels are not evenly spaced you will need to make adjustments to the Label Width and/or Label Depth on the Page Layout screen. See page 98.

Once you are satisfied with the positioning of the Bar Code and Item Description as well as the label spacing you may proceed with selecting information listed on the Item Fields screen.

Label Parameter Maintenance/Item Fields

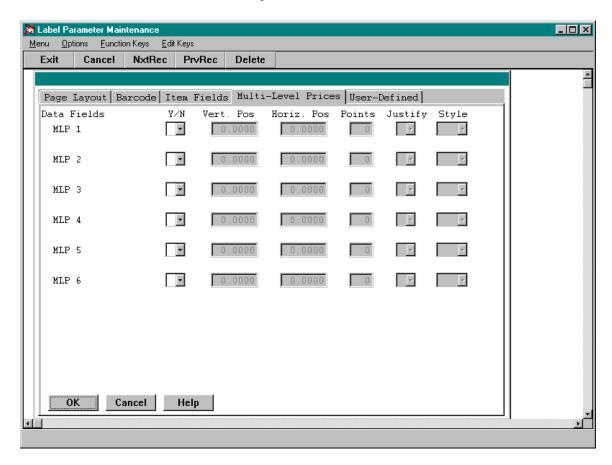


The above screen shows all of the information that is available from your Inventory Item File for printing on Shelf Labels.

To make programming your labels easier, select 1 or 2 Data Fields and set the Vertical and Horizontal Positions, Points, Justify and Style and then test your labels again. By only selecting 1 or 2 Data Fields at a time and testing before adding more information you avoid having items overlapping on the labels.

Once you have selected all the Item Fields you require, click OK to save and proceed to the Multi-Level Prices screen.

Label Parameter Maintenance/Multi-Level Prices

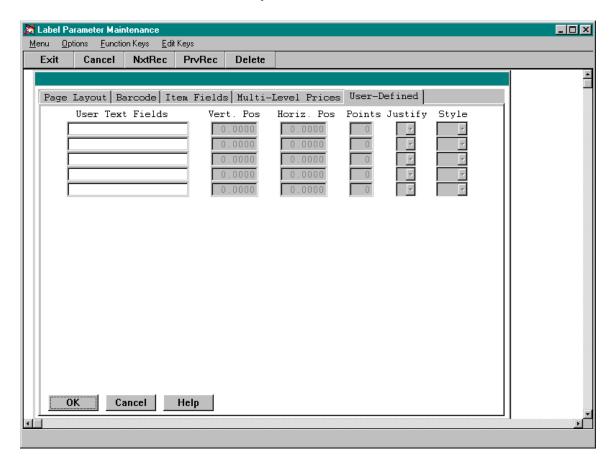


If you are using Multi Level Pricing for a Member program, you may also have these prices printed on your Shelf Labels. Select \mathbf{Y} for any Multi Level prices you wish to print and set the Vertical and Horizontal Positions, Points, Justify and Style as you have done for other items on your labels.

Click OK to save and proceed to the User-Defined screen.

You may wish to test the labels again to ensure proper placement of any Multi Level Prices you have selected to print.

Label Parameter Maintenance/User-Defined



The above screen shows the available User Text Fields that may be programmed to print on your labels.

Maximum number of characters (alpha/numeric) is 20.

These User Text Fields enable you to put anything you want on your labels. Text entered here would be printed on all labels printed using this Label Type.

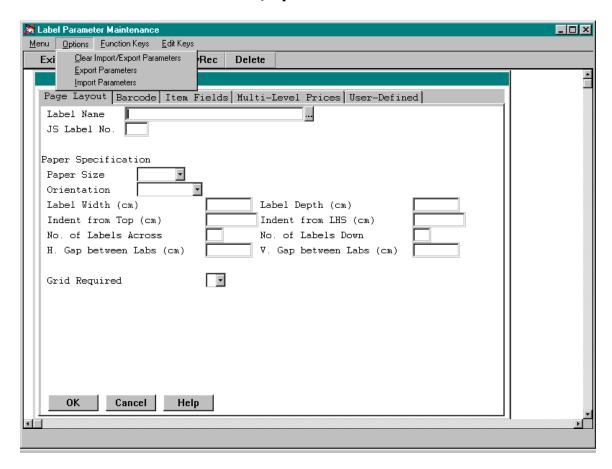
Click OK to save.

Test your labels and make any final adjustments needed and you're done!

If you want to have 2 label types with very similar layout, you can use the copy feature to copy all the label information from one label to a new label.

To use this feature, bring your existing label up on the screen, then at the Page Layout screen, highlight the Label Name and type in the name of the new label you want to program. This will copy all the programming you have from the first label, to the new label. Make any changes you want to the new label type and click OK to save. You should now have 2 label types on your list of custom labels.

Label Parameter Maintenance/Options



The above options for Label Parameter Maintenance allow you to export and/or import Label Parameters to or from other JS users. For example: if another store in your chain has already set up Label Parameters for a label you require, they can use the Export Option to export these parameters to files that can be transferred to your computer and then Imported into your software.

Exporting Parameters

To Export Parameters you have set up on your system you would first click on the Clear Import/Export Parameters option to make sure your file is clean.

Find the Label Name for the Parameters you wish to Export and call up the information on your screen.

Click Options, then Click Export Parameters. The system will then create a pair of files in the \js\ddf\invent\ directory called labswp.ism & labswp.is1.

Copy the labswp.ism & is1 files to a disk or attach to an email and send to user who needs the Label Parameters.

Label Parameter Maintenance/Options Cont.

Importing Parameters

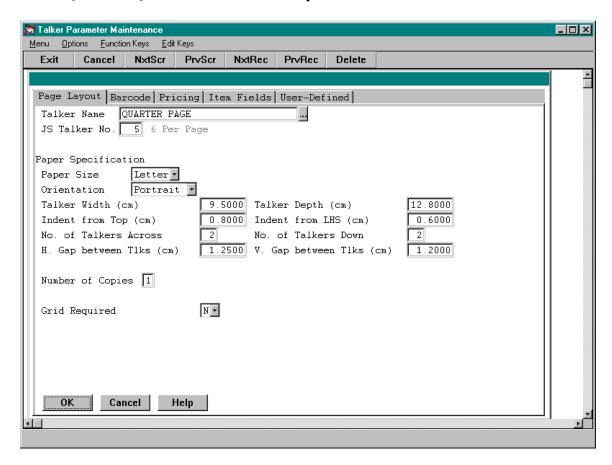
To Import Parameters from another system into yours, click on Options and then click the Clear Import/Export Parameters option.

Copy the labswp.ism & is1 files into your \js\ddf\invent\ directory.

Click Options, then Click Import Parameters. The system will copy the parameters into your Label Parameter Maintenance program and add the new Label Name to your list.

You may need to change the JS Label No. after importing labels from other users in order to match the JS Label Types on your system.

Labels/Talkers/Custom Talker Setup



Talker Parameter Maintenance allows you to custom program Talkers according to the Sign stock you have selected for your store. You may program as many custom talkers as you need and can add to or change these talkers at any time.

<u>Talker Name</u>

Enter a name for your Custom Talker. The name you enter here

will only be displayed when you Print Custom Talkers.

JS Talker No. Enter the JS Talker number that will correspond to your custom Talker. The JS Talker Number and description are displayed

when selecting Talkers in Item Maintenance and Talker

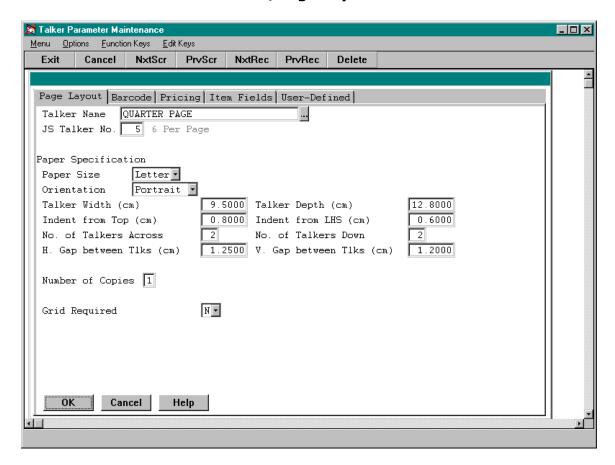
Maintenance.

For existing JS users, you will already have a list of Talkers programmed in your system that you are familiar with. In this case it will be easier if you keep the names the same as what you have now.

If you only have 1 Talker type set up in JS Talkers you may use this for requesting Talkers and link all your custom Talkers to it, or you may choose to set up more JS Talker types to correspond to each of the custom Talkers you wish to set up.

For adding JS Talker types, please refer to JS Setup Instructions Technical Manual, Page 9 or contact JS Software Technical support for assistance.

Talker Parameter Maintenance/Page Layout



Paper Specification

Paper Size Select Letter or Legal size paper.

Orientation Select Portrait or Landscape.

<u>Talker Width (cm)</u> Measure width (side to side) of each Talker and enter measurement in cm (up to 4 decimal places). This measurement may need minor adjustments after you have programmed the information you want on your Talkers. If information on the Talker is creeping to the right on each row of Talkers, you would need to adjust this number slightly lower.

<u>Talker Depth (cm)</u> Measure depth (top to bottom) of each Talker and enter measurement in cm (up to 4 decimal places). This measurement may also need adjusting after Talkers are programmed. If Talker information is creeping down (lower on Talkers as columns progress) you would need to adjust this number slightly lower.

To test the Talker Width and Depth adjustments you may use the test print feature in the parameter maintenance (F5) or you can create a Talker batch using a single UPC and requesting maximum number of Talkers per sheet for the UPC selected. For example: to test the above sample, you could use a UPC that will have all the info you have requested on the Talker and ask for 4 Talkers for that item. By using a full sheet of the same item it is easier to see if Talkers are creeping in width or depth.

Indent from Top (cm) Measure how far the first talker is from the top of the page. If you have selected Portrait orientation you would measure from the short edge of the page to the first row of talkers. If you have selected Landscape orientation you would measure from the long edge of the page to the first row of talkers. This measurement may also need adjusting later. For example: If you have programmed and printed your test talkers and all the information on the talker needs to be moved down slightly, it would be easier to increase this number slightly than it would be to adjust the vertical position of all your item fields.

Indent from LHS (cm) Measure how far the first talker is from the left hand side of the page. If you have selected Portrait orientation you would measure from the long edge of the page to the first column of talkers. If you have selected Landscape orientation you would measure from the short edge of the page to the first column of talkers.

No. of Talkers AcrossCount the number of talkers across the page and enter number

here. Again paying close attention to orientation of your page.

No. of Talkers Down Count the number of talkers down the page and enter number

here.

<u>H. Gap between Tiks (cm)</u> Measure horizontal gap between talkers (if any) and enter

measurement here. If there is no horizontal gap between talkers

leave this field at zero.

<u>V. Gap between Tlks (cm)</u> Measure vertical gap between talkers (if any) and enter

measurement here. If there is no vertical gap between talkers,

leave this field at zero.

Number of Copies If you wish to have program automatically print 2 copies for

Talkers that will be folded and placed on shelf so they are visible

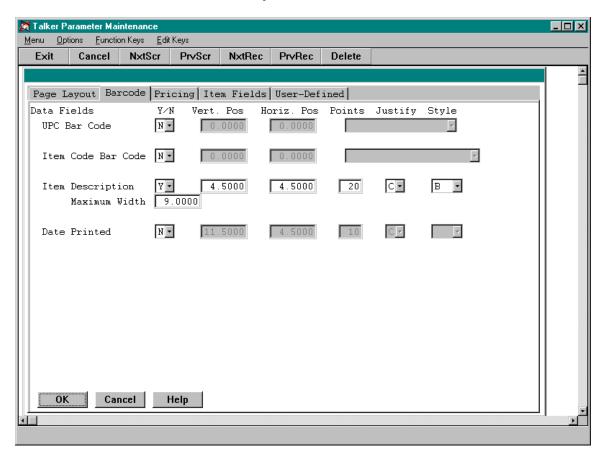
from either direction, you would select 2 copies here.

Grid Required Y or N. If you set this field to Y the program will print grid lines

on your talkers. This is normally used if you are printing your talkers on a plain piece of paper and wish the program to print

grid lines to assist you in cutting out your talkers.

Talker Parameter Maintenance/Barcode



Data Fields

UPC Bar Code

If you want the UPC Bar Code to be printed on your Talkers you must set this option to **Y** and then fill in the Vertical Position, Horizontal Position, and select the type of Bar Code required.

Item Code Bar Code

If you want the Item Code printed as a Bar Code on your Talkers you must set this option to **Y** and then fill in Vertical Position, Horizontal Position and select the type of Bar Code required.

Item Description

This option must be set to **Y** if you want the item description printed on your Talkers. Set the Vertical & Horizontal Positions for your description, Points (larger number = larger print), Justify (Left, Center or Right) and the Style (Bold, Italic, Underline or any combination of these options). You must also set a Maximum Width for your Item Description. This measurement controls how wide the description can be before system will wrap text to a second line.

Date Printed

If you want the system to print the current date on your Talkers when they are printed, set this option to **Y.** You will then need to set the Vertical & Horizontal Positions, Points, Justify and Style as you did for Item Description.

Talker Parameter Maintenance/Barcode Cont.

Click OK to save and proceed to Item Fields.

Before continuing with Item Fields, it is a good idea to print some test Talkers with just the Barcode and Item Description information on them to see if the Vertical and Horizontal position settings are correct.

To print test Talkers, you can use the test print feature in the Talker Parameter Maintenance program by clicking on Function Keys and Test Print, or by pressing **F5.** The Test Print program will use the maximum number of characters for all information selected on the Talker.

OR

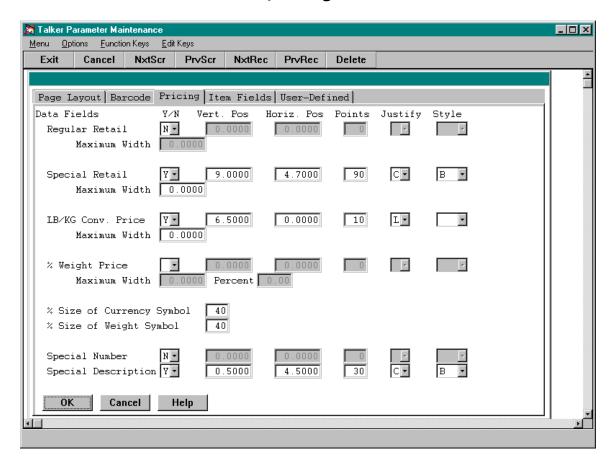
If you prefer to test Talkers using items in your inventory file, you can click OK to save the parameters you have set thus far and exit Talker Parameter Maintenance. Go to Shelf Talkers and build a Talker batch, and then print the Talkers using the Print Custom Talker program. It is a good idea to use only 1 UPC item and request enough Talkers to fill one full sheet so that you can easily see if Talkers are evenly spaced from top to bottom and left to right.

Rather than clearing the Talker Batch, just exit the print program so that you may continue using this batch as you add more information to your custom Talkers.

If Talkers are not evenly spaced you will need to make adjustments to the Talker Width and/or Talker Depth on the Page Layout screen. See page 108.

Once you are satisfied with the positioning of the Bar Code and Item Description as well as the Talker spacing you may proceed with selecting information listed on the Item Fields screen.

Talker Parameter Maintenance/Pricing



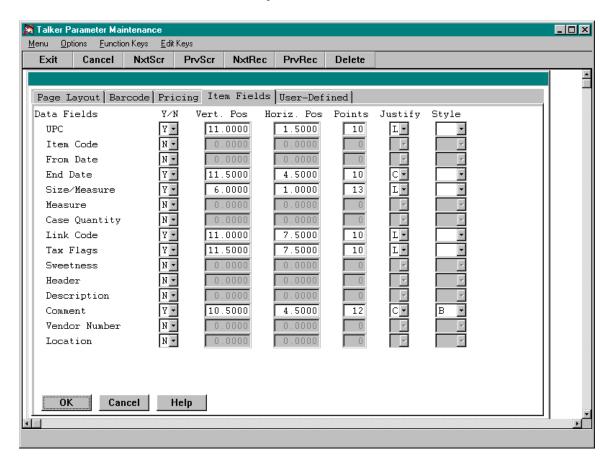
The above screen shows the Pricing Fields available to be printed on your Talkers. Select pricing information you require by setting Y/N flag to Y. Then set Vertical and Horizontal Positions, Points, Justify and Style.

The % Weight Price field is used for printing signs with Price per 100g (rather than price per KG that is set in your item file). This option is frequently used for printing signs for bulk bins.

% Size of Currency and Weight Symbols controls the size of the \$ and the lb/kg indicators printed beside the price on your Talkers.

Once you have selected all the Pricing fields you require, click OK to save and proceed to the Item Fields screen.

Talker Parameter Maintenance/Item Fields

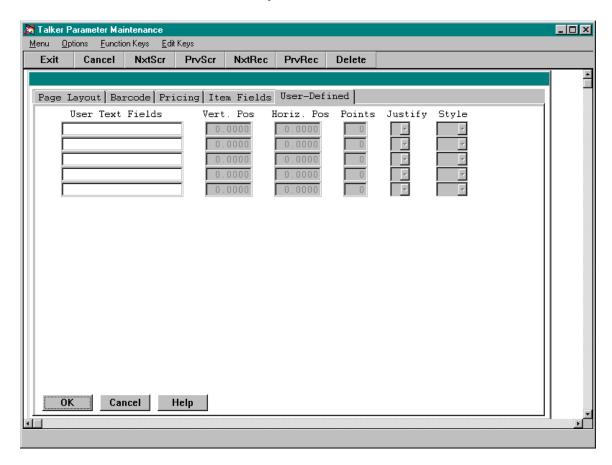


The above screen shows all of the information that is available from your Inventory Item File for printing on Shelf Talkers.

To make programming your Talkers easier, select 1 or 2 Data Fields and set the Vertical and Horizontal Positions, Points, Justify and Style and then test your Talkers again. By only selecting 1 or 2 Data Fields at a time and testing before adding more information you avoid having items overlapping on the Talkers.

Once you have selected all the Item Fields you require, click OK to save and proceed to the User-Defined screen.

Talker Parameter Maintenance/User-Defined



The above screen shows the available User Text Fields that may be programmed to print on your Talkers.

Maximum number of characters (alpha/numeric) is 20.

These User Text Fields enable you to put anything you want on your Talkers. Text entered here would be printed on all Talkers printed using this Talker Type.

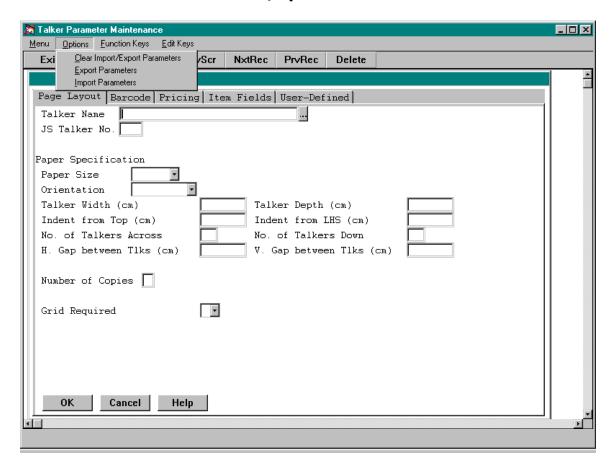
Click OK to save.

Test your Talkers and make any final adjustments needed and you're done!

If you want to have 2 Talker types with very similar layout, you can use the copy feature to copy all the Talker information from one Talker to a new Talker.

To use this feature, bring your existing Talker up on the screen, then at the Page Layout screen, highlight the Talker Name and type in the name of the new Talker you want to program. This will copy all the programming you have from the first Talker, to the new Talker. Make any changes you want to the new Talker type and click OK to save. You should now have 2 Talker types on your list of custom Talkers.

Talker Parameter Maintenance/Options



The above options for Talker Parameter Maintenance allow you to export and/or import Talker Parameters to or from other JS users. For example: if another store in your chain has already set up Talker Parameters for a Talker you require, they can use the Export Option to export these parameters to files that can be transferred to your computer and then Imported into your software.

Exporting Parameters

To Export Parameters you have set up on your system you would first click on the Clear Import/Export Parameters option to make sure your file is clean.

Find the Talker Name for the Parameters you wish to Export and call up the information on your screen.

Click Options, then Click Export Parameters. The system will then create a pair of files in the \js\ddf\invent\ directory called tlkswp.ism & tlkswp.is1.

Copy the tlkswp.ism & is1 files to a disk or attach them to an email and send to user who needs the Talker Parameters.

Talker Parameter Maintenance/Options Cont.

Importing Parameters

To Import Parameters from another system into yours, click on Options and then click the Clear Import/Export Parameters option.

Copy the tlkswp.ism & is1 files into your \js\ddf\invent\ directory.

Click Options, then Click Import Parameters. The system will copy the parameters into your Talker Parameter Maintenance program and add the new Talker Name to your list.

You may need to change the JS Talker No. after importing Talkers from other users in order to match the JS Talker Types on your system.