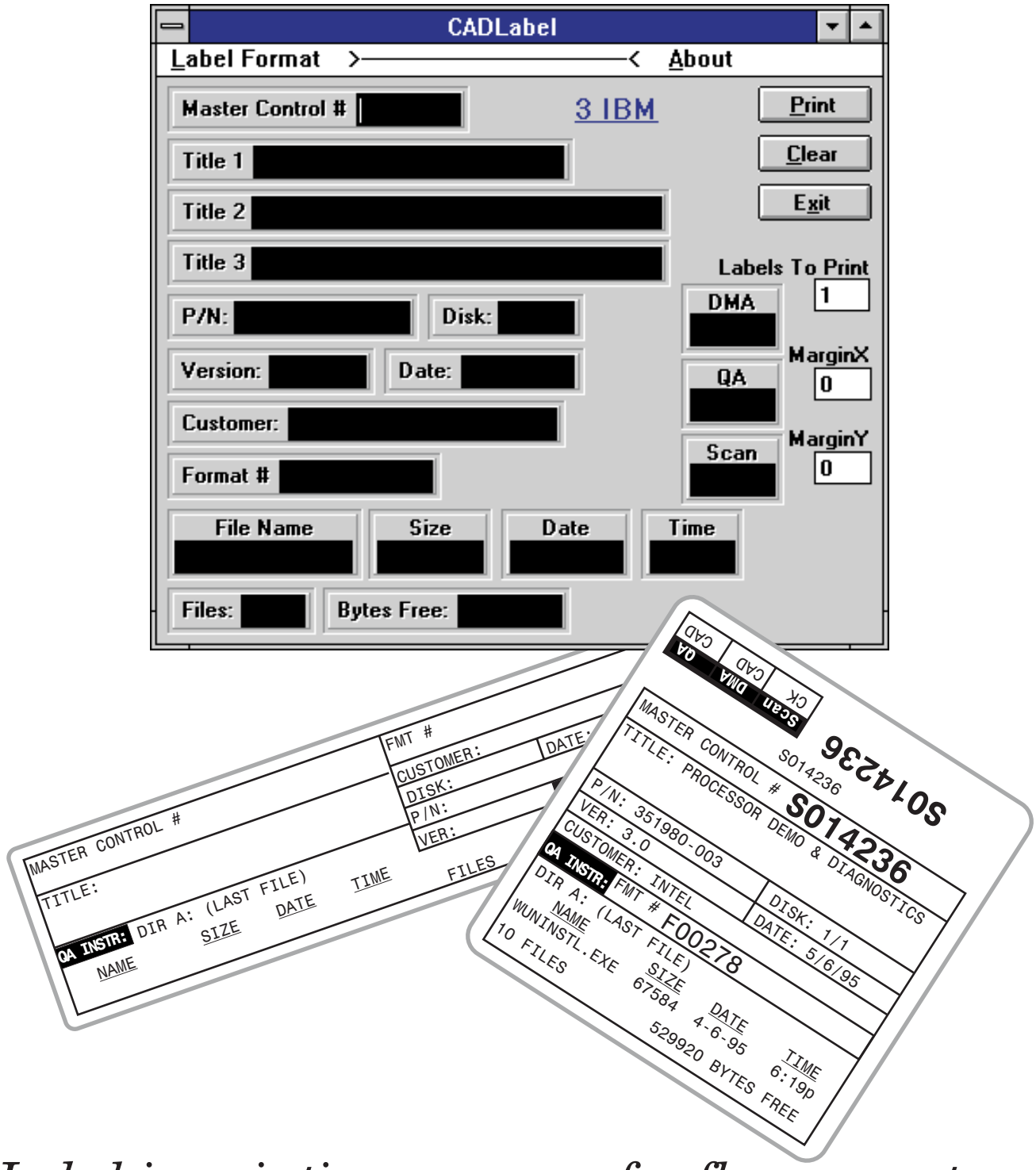
CADLabel User Manual



Label imprinting program for floppy masters

Table of Contents

Introduction

What You Need to Know

It is expected that users of CADLabel have experience running programs in Windows and with the operation of Zebra label printers.

CADLabel is intended for use by personnel in the Mastering Department. It is expected that the mastering personnel are familiar with the required mastering procedures. This manual is not a substitute for the mastering procedures as detailed in KAO's ISO documentation.

To install the software, you must know how to set the speed of a COM Port in Windows.

What You Need to Have

You need a computer with the following:

- Windows 3.x, Windows 95, Windows NT or a compatible operating system
- An unused COM Port #2, which can be set to 19,200 baud

You will also need a Zebra 140 printer or other ZPL compatible printer with a resolution of 203 dots per inch (dpi). The cabling needed depends upon the configuration of the printer. See the printer's manual for details.

NOTE: This is NOT an ISO document. If you find any instructions in this manual which conflict with KAO's ISO procedures, **follow the ISO procedures** instead of the instructions in this manual.

Installation

Installing to Windows 3.x

1) Close any open Windows applications, with the exception of virus detection programs.

2) Insert the CADLabel diskette into a 3 inch floppy drive.

3) In Windows **Program Manager** select **File** from the menu bar.

4) Under **File** select **Run...**

5) In the **Run** dialog box type: **a:\cadstall**
(substitute the correct drive letter if your floppy drive is not named "**a**")

6) Click the **OK** button.

Installing to Windows 95 or Windows NT 4.0

1) Close any open Windows applications, with the exception of virus detection programs.

2) Insert the CADLabel diskette into a 3 inch floppy drive.

3) Click the **Start** button.

4) Select **Run...** from the **Start** menu.

5) In the **Run** dialog box type: **a:\cadstall**
(substitute the correct drive letter if your floppy drive is not named "**a**")

6) Click the **OK** button.

Configuring the COM Port

In the Windows **Control Panel**, set COM Port #2 as follows:

- Baud = **19,200**
- Parity = **none**
- Flow Control = **none**
- Data Bits = **8**
- Stop Bits = **1**

Getting Started

Startup

Start Windows. Click on the 

icon to start CADLabel. The CADLabel window should open in the lower right corner of the screen.

If your floppy masters are DOS formatted, open a DOS window. Adjust the size and position of the DOS window so that it fits above the CADLabel window. Your screen should resemble Figure 1.

What Goes in the Boxes?

This section will give you a general idea of the type of data that goes into each field of the label. REMEMBER! This is not an ISO document. If you find any instructions in this manual that conflict with KAO's ISO procedures, follow the ISO procedures instead of the instructions in this manual.

Master Control # - The number assigned to the master by KAO.

Title 1, 2, & 3 - A description of the master based on the customer's label.

P/N: - The customer's part number for the software contained on the master.

Disk: - The disk number and the number of disks in the set, e.g. 2/6.

Version: - The version of the master as found on the customer's label.

Date: - The date you made the master.

Customer: - Name of the customer.

Format # - The Trace format used for the master.

DMA - Initials of the DMA operator.

QA - Initials of the QA operator.

Scan - Initials of the scan operator.

The bottom fields reflect information obtained from the master. See the descriptions of the individual label formats for details (pages 5-14).

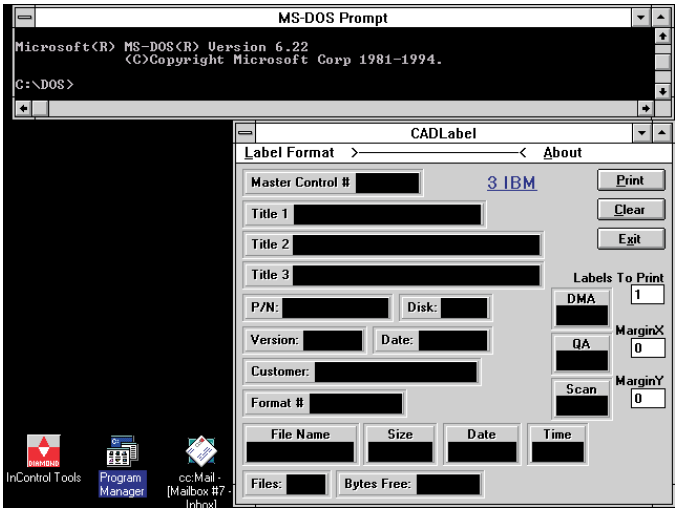


Figure 1: CADLabel and DOS window

Selecting a Label Format

How to Select a Label Format

From the CADLabel menu bar, select **Label Format**. Your screen should now resemble Figure 2.

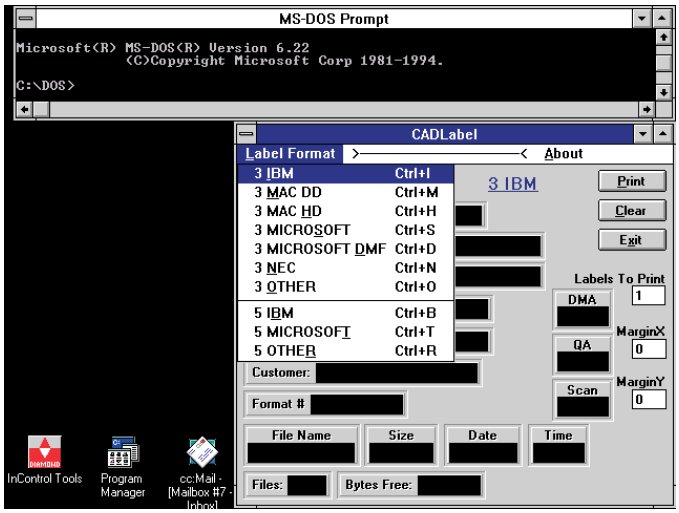


Figure 2: Label Format

The first 7 formats are for 3 inch floppy disks. The last 3 formats are for 5 inch floppy disks.

Use Table 1 to determine which label format to use. Find the media size and density on the left of the table. Across the top of the table locate the type of format that the master has.

Note that, IBM formatted Microsoft masters belong in the *Microsoft* column. Macintosh formatted Microsoft masters belong in the *MAC* column.

The *OTHER* column is for masters with a unique format, copy protection, or other oddities that require specialized instructions. Use this label format anytime space is required for special instructions to QA or Duplication.

The next 10 pages contain examples of each label format and explanations of how they differ.

		FORMAT OF MASTER					
		IBM	MAC	Microsoft (customer)	NEC	DMF	OTHER
MEDIA	3DD	3 IBM	3 MAC DD	3 MICROSOFT			3 OTHER
	3HD	3 IBM	3 MAC HD	3 MICROSOFT	3 NEC	3 MICROSOFT DMF	3 OTHER
	5DD	5 IBM		5 MICROSOFT			5 OTHER
	5HD	5 IBM		5 MICROSOFT			5 OTHER

Table 1: Choosing the Correct Label Format

The 3 IBM Label Format

		FORMAT OF MASTER					
		IBM	MAC	Microsoft (customer)	NEC	DMF	OTHER
MEDIA	3DD	3 IBM	3 MAC DD	3 MICROSOFT			3 OTHER
	3HD	3 IBM	3 MAC HD	3 MICROSOFT	3 NEC	3 MICROSOFT DMF	3 OTHER
	5DD	5 IBM		5 MICROSOFT			5 OTHER
	5HD	5 IBM		5 MICROSOFT			5 OTHER

Table 2: Choosing 3 IBM

Use the 3 IBM label format for masters that meet the following requirements:

- The master matches the characteristics shown in Table 2.
- The customer is not Microsoft.
- Specialized QA or duplication instructions are not required on the label.

Figure 3 shows the label as it would print with none of its fields filled in.

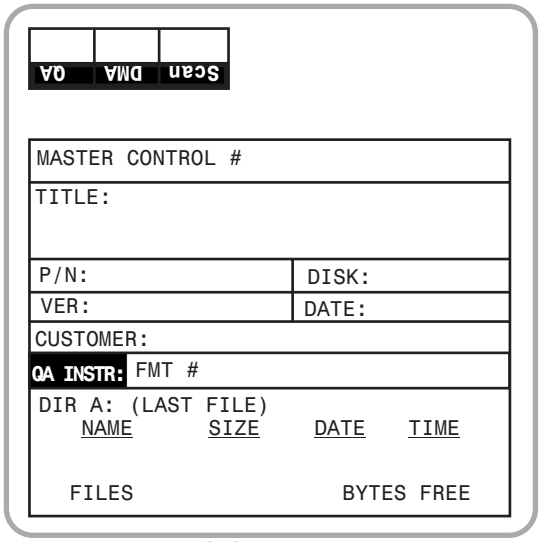


Figure 3: 3 IBM Label

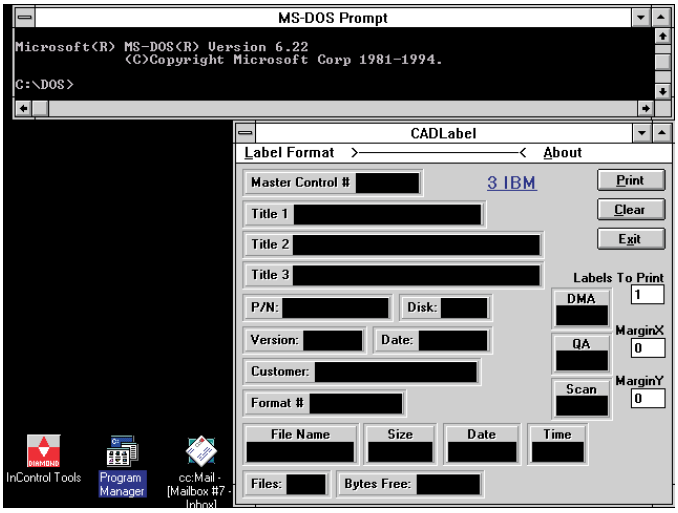


Figure 4: 3 IBM Screen

Figure 4 shows the CADLabel screen for the 3 IBM label format.

In the DOS window, do a directory on the master (i.e. **DIR A:**). Enter the resulting Name, Size, Date, and Time data for the last file on the master into the corresponding label fields.

Also, enter the number of files the master has and the bytes of free space left on the master.

The 3 MAC DD Label Format

MEDIA	FORMAT OF MASTER						
		IBM	MAC	Microsoft (customer)	NEC	DMF	OTHER
	3DD	3 IBM	3 MAC DD	3 MICROSOFT			3 OTHER
	3HD	3 IBM	3 MAC HD	3 MICROSOFT	3 NEC	3 MICROSOFT DMF	3 OTHER
	5DD	5 IBM		5 MICROSOFT			5 OTHER
	5HD	5 IBM		5 MICROSOFT			5 OTHER

Table 3: Choosing 3 MAC DD

Use the 3 MAC DD label format for masters which meet the following requirements:

- The master matches the characteristics shown in Table 3.
- Specialized QA or duplication instructions are not required on the label.

Figure 5 shows the label as it would print with none of its fields filled in.

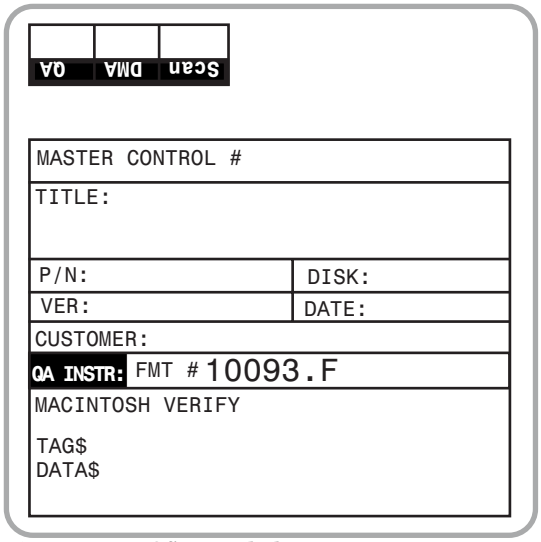


Figure 5: 3 MAC DD Label

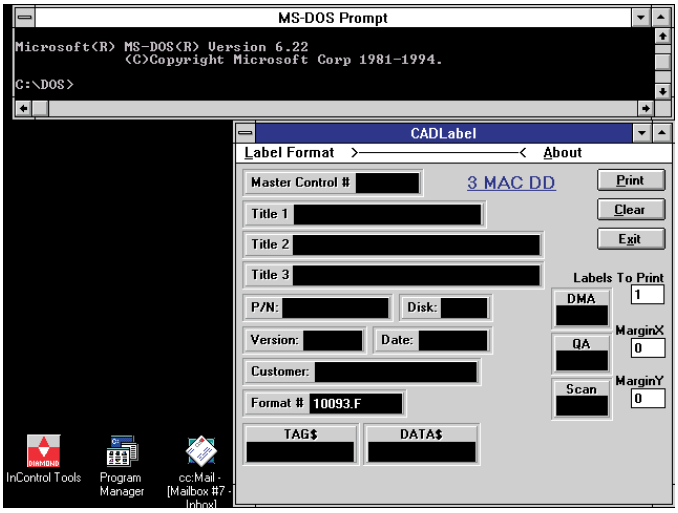


Figure 6: 3 MAC DD Screen

Figure 6 shows the CADLabel screen for the 3 MAC DD label format.

To obtain the information for the TAG$ and DATA$ fields, load the master into the Macintosh Verify Program. This must be done on a Macintosh QA station.

The 3 MAC HD Label Format

		FORMAT OF MASTER					
		IBM	MAC	Microsoft (customer)	NEC	DMF	OTHER
MEDIA	3DD	3 IBM	3 MAC DD	3 MICROSOFT			3 OTHER
	3HD	3 IBM	3 MAC HD	3 MICROSOFT	3 NEC	3 MICROSOFT DMF	3 OTHER
	5DD	5 IBM		5 MICROSOFT			5 OTHER
	5HD	5 IBM		5 MICROSOFT			5 OTHER

Table 4: Choosing 3 MAC HD

Use the 3 MAC HD label format for masters which meet the following requirements:

- The master matches the characteristics shown in Table 4.
- Specialized QA or duplication instructions are not required on the label.

Figure 7 shows the label as it would print with none of its fields filled in.

Figure 7: 3 MAC HD Label

Figure 8 shows the CADLabel screen for the 3 MAC HD label format.

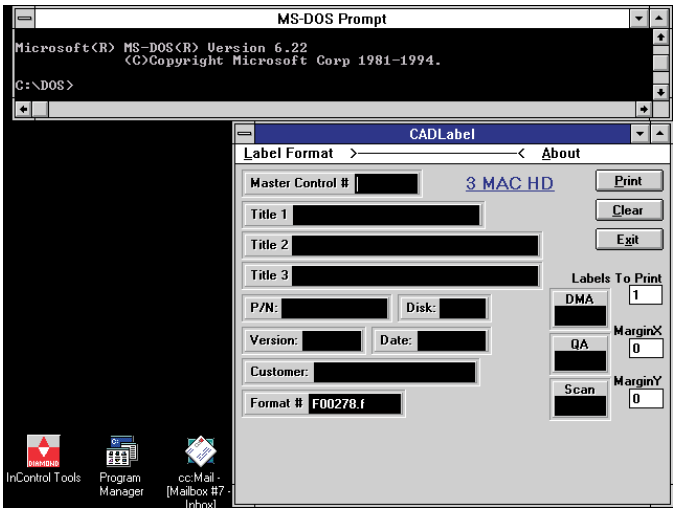


Figure 8: 3 MAC HD Screen

The 3 Microsoft Label Format

		FORMAT OF MASTER					
		IBM	MAC	Microsoft (customer)	NEC	DMF	OTHER
MEDIA	3DD	3 IBM	3 MAC DD	3 MICROSOFT			3 OTHER
	3HD	3 IBM	3 MAC HD	3 MICROSOFT	3 NEC	3 MICROSOFT DMF	3 OTHER
	5DD	5 IBM		5 MICROSOFT			5 OTHER
	5HD	5 IBM		5 MICROSOFT			5 OTHER

Table 5: Choosing 3 Microsoft

Use the 3 Microsoft label format for masters which meet the following requirements:

- The master matches the characteristics shown in Table 5.
- The master is not DMF format.
- Specialized QA or duplication instructions are not required on the label.

Figure 9 shows the label as it would print with none of its fields filled in.

Figure 9: 3 Microsoft Label

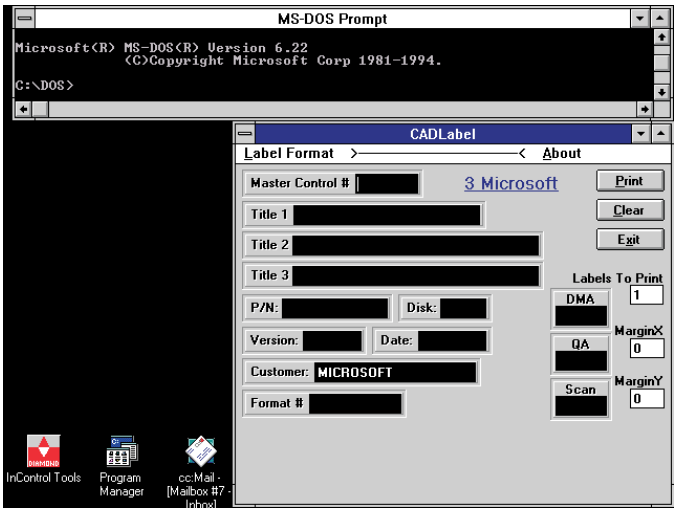


Figure 10: 3 Microsoft Screen

Figure 10 shows the CADLabel screen for the 3 Microsoft label format.

When you enter Microsoft's part number into the P/N: field, it is also automatically printed in the QA Instructions. The result is an instruction with the following form:

TYPE: Qcheck ###-###-###

The 3 Microsoft DMF Label Format

		FORMAT OF MASTER					
		IBM	MAC	Microsoft (customer)	NEC	DMF	OTHER
MEDIA	3DD	3 IBM	3 MAC DD	3 MICROSOFT			3 OTHER
	3HD	3 IBM	3 MAC HD	3 MICROSOFT	3 NEC	3 MICROSOFT DMF	3 OTHER
	5DD	5 IBM		5 MICROSOFT			5 OTHER
	5HD	5 IBM		5 MICROSOFT			5 OTHER

Table 6: Choosing 3 Microsoft DMF

Use the 3 Microsoft DMF label format for masters which meet the following requirements:

- The master matches the characteristics shown in Table 6.
- Specialized QA or duplication instructions are not required on the label.

Figure 11 shows the label as it would print with none of its fields filled in.

Figure 11: 3 Microsoft DMF Label

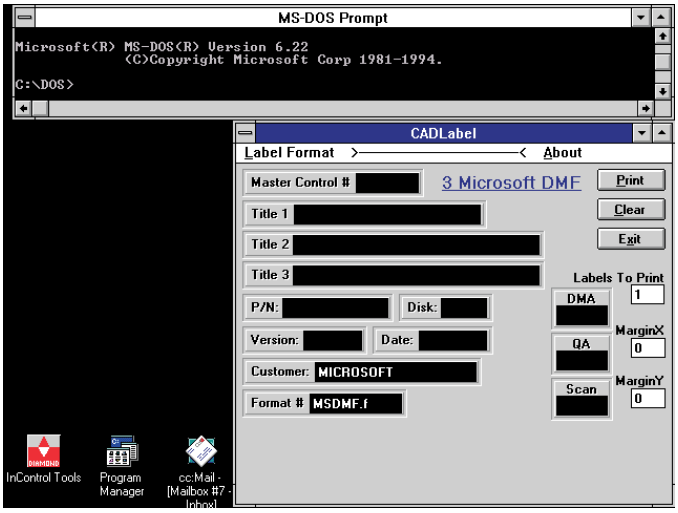


Figure 12: 3 Microsoft DMF Screen

Figure 12 shows the CADLabel screen for the 3 Microsoft DMF label format.

When you enter Microsoft's part number into the P/N: field, it is also automatically printed in the QA Instructions. The result is an instruction with the following form:

TYPE: Qcheck ###-###-###

The 3 NEC Label Format

MEDIA	FORMAT OF MASTER					
	IBM	MAC	Microsoft (customer)	NEC	DMF	OTHER
3DD	3 IBM	3 MAC DD	3 MICROSOFT			3 OTHER
3HD	3 IBM	3 MAC HD	3 MICROSOFT	3 NEC	3 MICROSOFT DMF	3 OTHER
5DD	5 IBM		5 MICROSOFT			5 OTHER
5HD	5 IBM		5 MICROSOFT			5 OTHER

Table 7: Choosing 3 NEC

Use the 3 NEC label format for masters which meet the following requirements:

- The master matches the characteristics shown in Table 7.
- Specialized QA or duplication instructions are not required on the label.

Figure 13 shows the label as it would print with none of its fields filled in.

Figure 13: 3 NEC Label

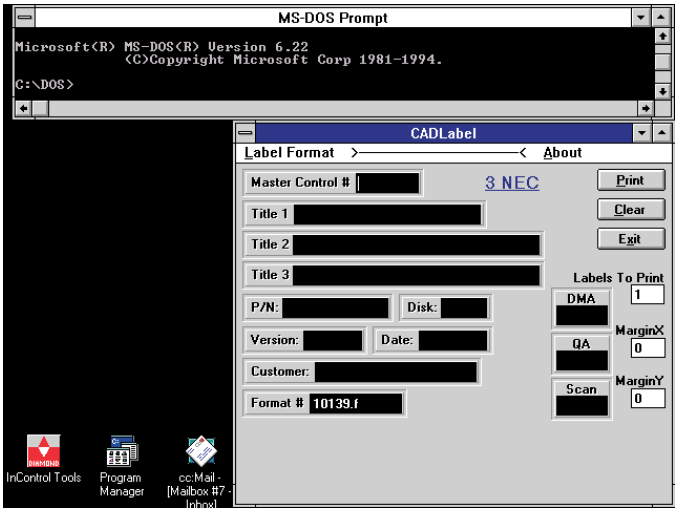


Figure 14: 3 NEC Screen

Figure 14 shows the CADLabel screen for the 3 NEC label format.

The 3 Other Label Format

MEDIA	FORMAT OF MASTER: IBM	MAC	Microsoft (customer)	NEC	DMF	OTHER
3DD	3 IBM	3 MAC DD	3 MICROSOFT			3 OTHER
3HD	3 IBM	3 MAC HD	3 MICROSOFT	3 NEC	3 MICROSOFT DMF	3 OTHER
5DD	5 IBM		5 MICROSOFT			5 OTHER
5HD	5 IBM		5 MICROSOFT			5 OTHER

Table 8: Choosing 3 Other

Use the 3 Other label format for masters which meet the following requirements:

- The master matches the characteristics shown in Table 8.
- Specialized QA or duplication instructions ARE required on the label.

Figure 15 shows the label as it would print with none of its fields filled in.

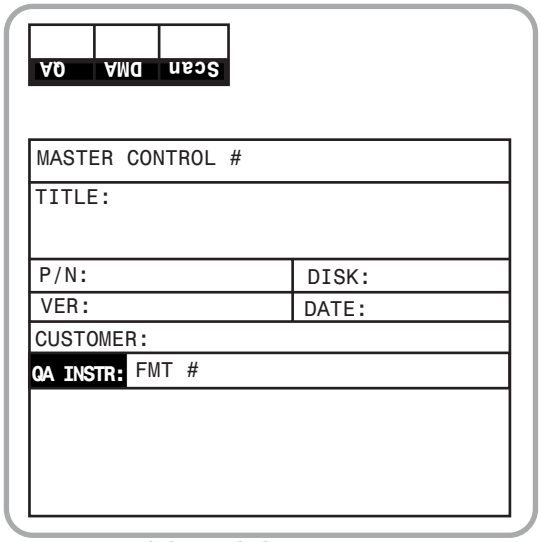


Figure 15: 3 Other Label

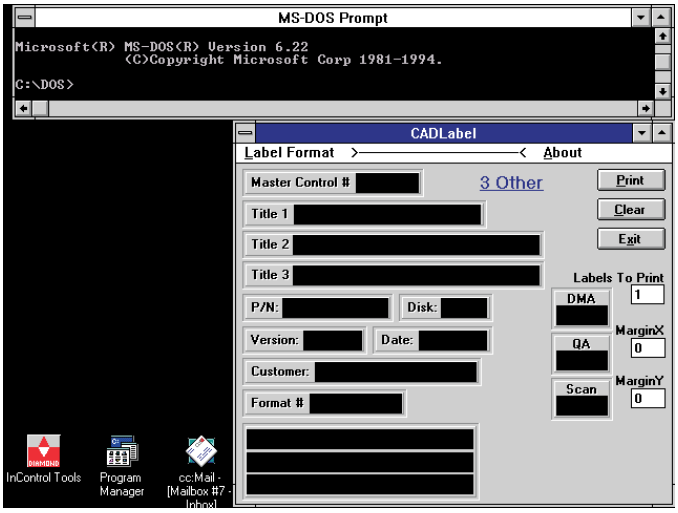


Figure 16: 3 Other Screen

Figure 16 shows the CADLabel screen for the 3 Other label format.

Enter the special QA and/or duplication instructions into the bottom 3 fields.

The 5 IBM Label Format

		FORMAT OF MASTER					
		IBM	MAC	Microsoft (customer)	NEC	DMF	OTHER
MEDIA	3DD	3 IBM	3 MAC DD	3 MICROSOFT			3 OTHER
	3HD	3 IBM	3 MAC HD	3 MICROSOFT	3 NEC	3 MICROSOFT DMF	3 OTHER
	5DD	5 IBM		5 MICROSOFT			5 OTHER
	5HD	5 IBM		5 MICROSOFT			5 OTHER

Table 9: Choosing 5 IBM

Use the 5 IBM label format for masters which meet the following requirements:

- The master matches the characteristics shown in Table 9.
- The customer is not Microsoft.
- Specialized QA or duplication instructions are not required on the label.

Figure 17 shows the label as it would print with none of its fields filled in.

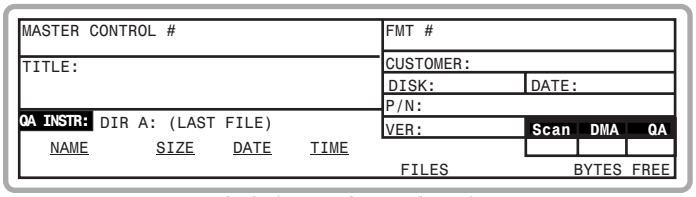


Figure 17: 5 IBM Label (75% of actual size)

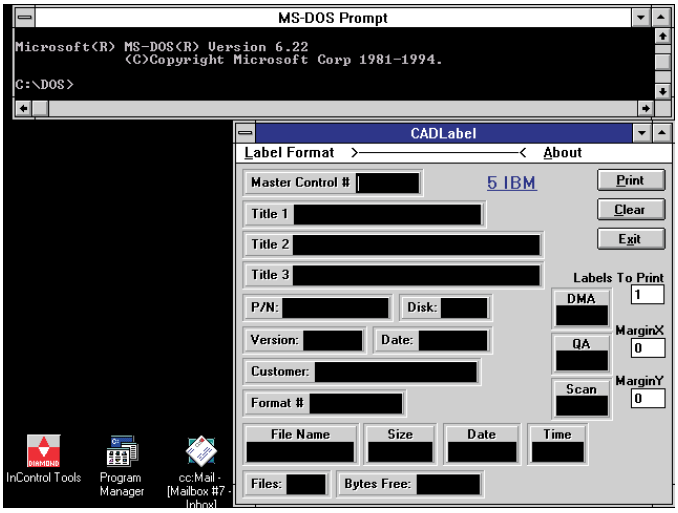


Figure 18: 5 IBM Screen

Figure 18 shows the CADLabel screen for the 5 IBM label format.

In the DOS window, do a directory on the master (i.e. **DIR A:**). Enter the resulting Name, Size, Date, and Time data for the last file on the master into the corresponding label fields.

Also, enter the number of files the master has and the bytes of free space left on the master.

The 5 Microsoft Label Format

		FORMAT OF MASTER					
		IBM	MAC	Microsoft (customer)	NEC	DMF	OTHER
MEDIA	3DD	3 IBM	3 MAC DD	3 MICROSOFT			3 OTHER
	3HD	3 IBM	3 MAC HD	3 MICROSOFT	3 NEC	3 MICROSOFT DMF	3 OTHER
	5DD	5 IBM		5 MICROSOFT			5 OTHER
	5HD	5 IBM		5 MICROSOFT			5 OTHER

Table 10: Choosing 5 Microsoft

Use the 5 Microsoft label format for masters which meet the following requirements:

- The master matches the characteristics shown in Table 10.
- Specialized QA or duplication instructions are not required on the label.

Figure 19 shows the label as it would print with none of its fields filled in.

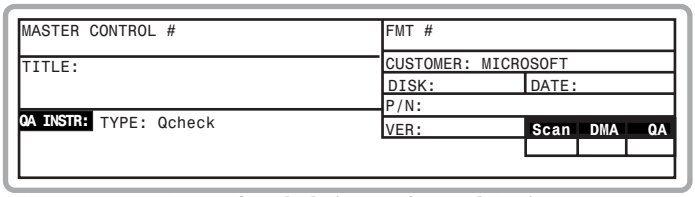


Figure 19: 5 Microsoft Label (75% of actual size)

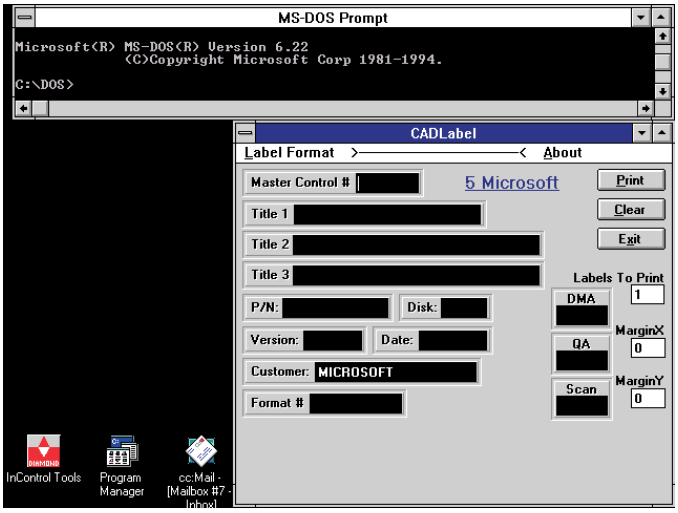


Figure 20: 5 Microsoft Screen

Figure 20 shows the CADLabel screen for the 5 Microsoft label format.

When you enter Microsoft's part number into the P/N: field, it is also automatically printed in the QA Instructions. The result is an instruction with the following form:

TYPE: Qcheck ###-###-###

The 5 Other Label Format

		FORMAT OF MASTER					
		IBM	MAC	Microsoft (customer)	NEC	DMF	OTHER
MEDIA	3DD	3 IBM	3 MAC DD	3 MICROSOFT			3 OTHER
	3HD	3 IBM	3 MAC HD	3 MICROSOFT	3 NEC	3 MICROSOFT DMF	3 OTHER
	5DD	5 IBM		5 MICROSOFT			5 OTHER
	5HD	5 IBM		5 MICROSOFT			5 OTHER

Table 11: Choosing 5 Other

Use the 5 Other label format for masters which meet the following requirements:

- The master matches the characteristics shown in Table 11.
- Specialized QA or duplication instructions ARE required on the label.

Figure 21 shows the label as it would print with none of its fields filled in.

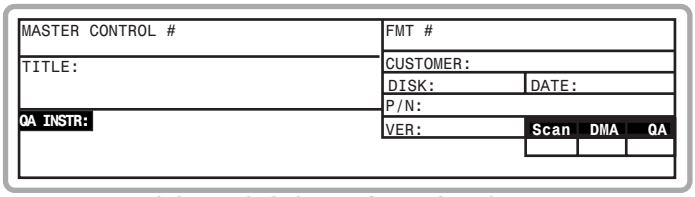


Figure 21: 5 Other Label (75% of actual size)

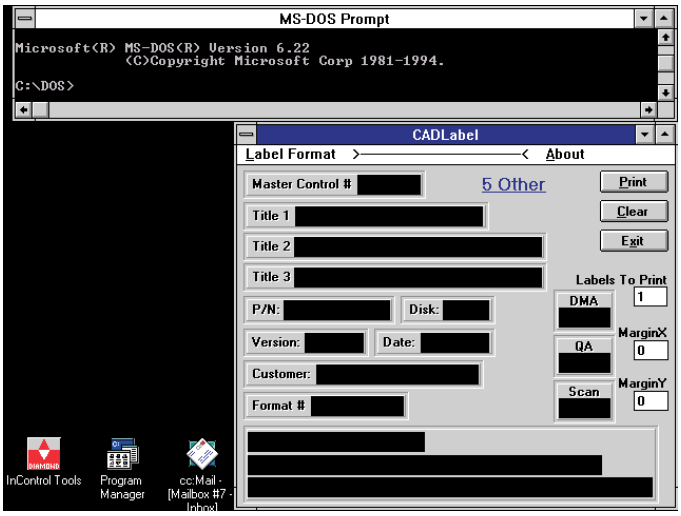


Figure 22: 5 Other Screen

Figure 22 shows the CADLabel screen for the 5 Other label format.

Enter the special QA and/or duplication instructions into the bottom 3 fields.

Printing a Label

Overview

Now you should know what data to put in the first 13 label fields (Getting Started page 3) and which label format to use for your master (Selecting a Label Format pages 4 - 14).

The next section is an example using the 3 IBM label format.

An Example: Printing the 3 IBM Label Format - Getting the Directory Information

Open CADLabel and a DOS window and position them as shown in Figure 23. Place the master in your floppy drive.

In the DOS window type: **DIR A:** and press ENTER (Figure 23). If your floppy drive is not named **A** substitute the correct drive letter.

The directory information for the master will then appear in the DOS window. It will resemble Figure 24. If you get the error message **Abort, Retry, Fail,** the master is not IBM formatted and can not be read by DOS. See pages 4-14 for help in selecting the correct label format.

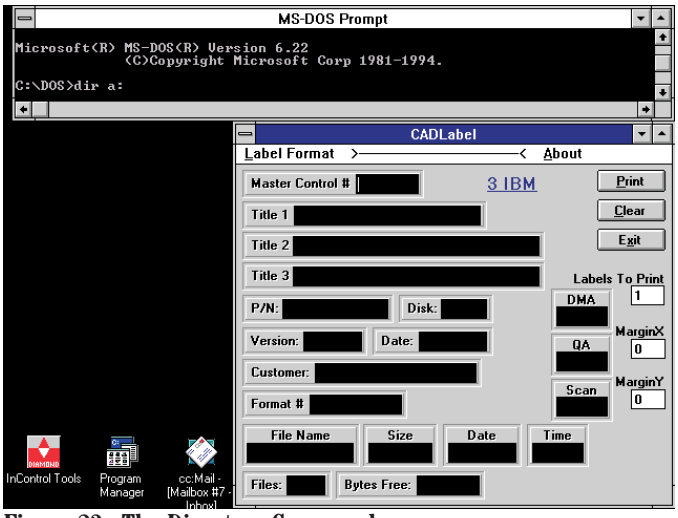


Figure 23: The Directory Command

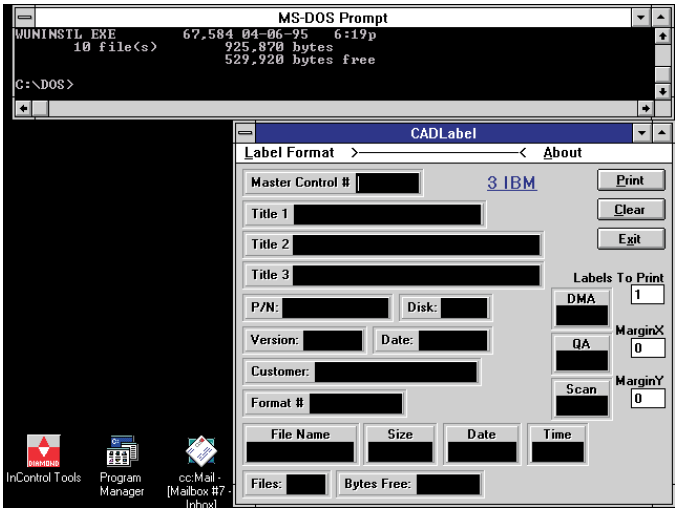


Figure 24: Results of the Directory Command

If you cannot see the data for the last file on the disk and/or the disk summary information, resize or scroll the DOS window (Figure 24).

An Example: Printing the 3 IBM Label Format - Data Entry

To start with, the cursor will be in the Master Control # field. Enter the master control number and then press the TAB Key to move to the next field, Title 1. Continue in this fashion through all of the fields.

If you need to go back and change a field, press the TAB and SHIFT Keys together or click on the desired field with the mouse.

Within a field, the ARROW Keys will move the cursor left and right through the text, the BACKSPACE Key will erase one character at a time to the left of the cursor, and the DELETE Key will erase one character at a time to the right of the cursor. Highlighting text with the mouse, and then pressing a key, will erase the text.

Your screen should now resemble Figure 26. As shown in the Title 1 field, it is okay if your text exceeds the width of the text box by a small amount.

After entering data in the last label field, press the TAB Key one more time to get to the Labels To Print field. Enter the number of labels you want to print. Press the TAB Key again to get to the Print button. Press the ENTER Key and the labels will be printed.

The resulting labels should resemble Figure 25.

If nothing happens, check the printer connections. Also, make sure that COM Port #2 is setup as shown on page 2.

Figure 25: The Completed Label

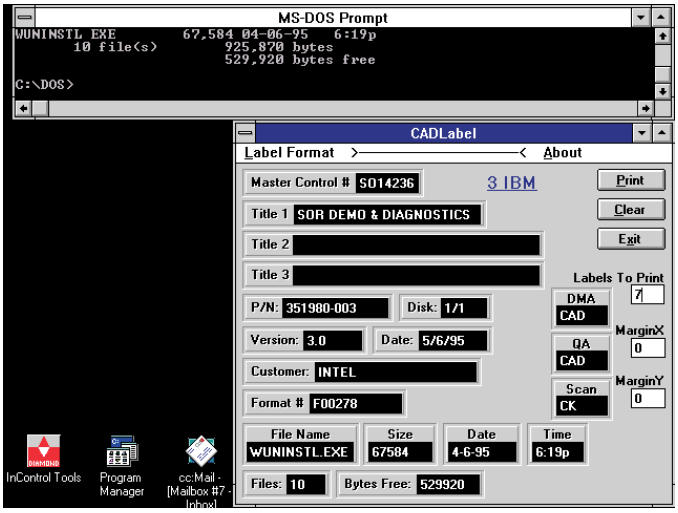


Figure 26: CADLabel With Fields Filled In

Centering the Print on the Label

Set the MarginX and MarginY values to center the print on the label stock. Click on the field with the mouse and enter a value. Each increment of one equals 1/203 of an inch. Use negative values to move the image up or to the left.

Keyboard Shortcuts

Function	Alt Key	Ctrl Key
select 3 IBM format	Alt + L then I	Ctrl + I
select 3 MAC DD format	Alt + L then M	Ctrl + M
select 3 MAC HD format	Alt + L then H	Ctrl + H
select 3 Microsoft format	Alt + L then S	Ctrl + S
select 3 Microsoft DMF format	Alt + L then D	Ctrl + D
select 3 NEC format	Alt + L then N	Ctrl + N
select 3 Other format	Alt + L then O	Ctrl + O
select 5 IBM format	Alt + L then B	Ctrl + B
select 5 Microsoft format	Alt + L then T	Ctrl + T
select 5 Other format	Alt + L then R	Ctrl + R
Print a label	Alt + P	
Clear the label fields	Alt + C	
Exit CADLabel	Alt + X	

Table 12: Keyboard Shortcuts

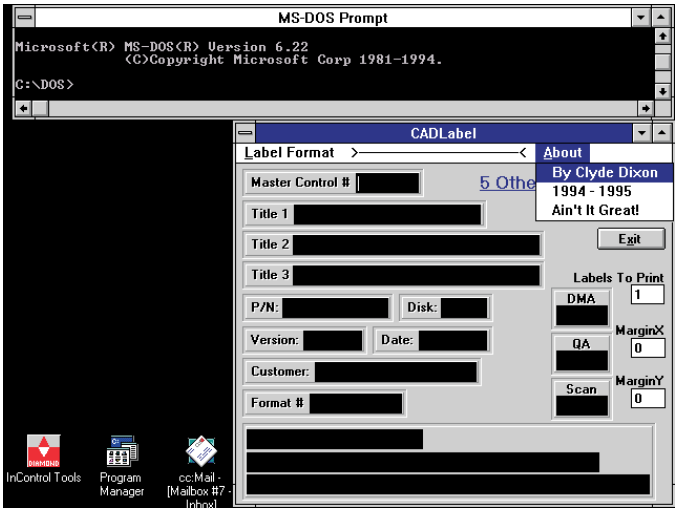


Figure 27: Shameless Self Promotion

To speed things up, try the keyboard shortcuts in Table 12.

About CADLabel

CADLabel was written in Visual Basic 2.0.

If you have problems or would like a customized label format, contact me, Clyde Dixon, at the KAO Wilsonville Mastering Department.