

User Manual

Microinvest Barcode Printer Pro

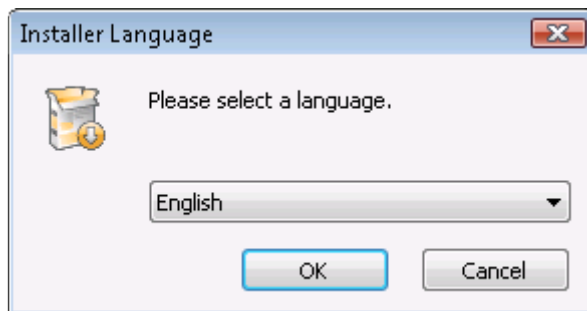


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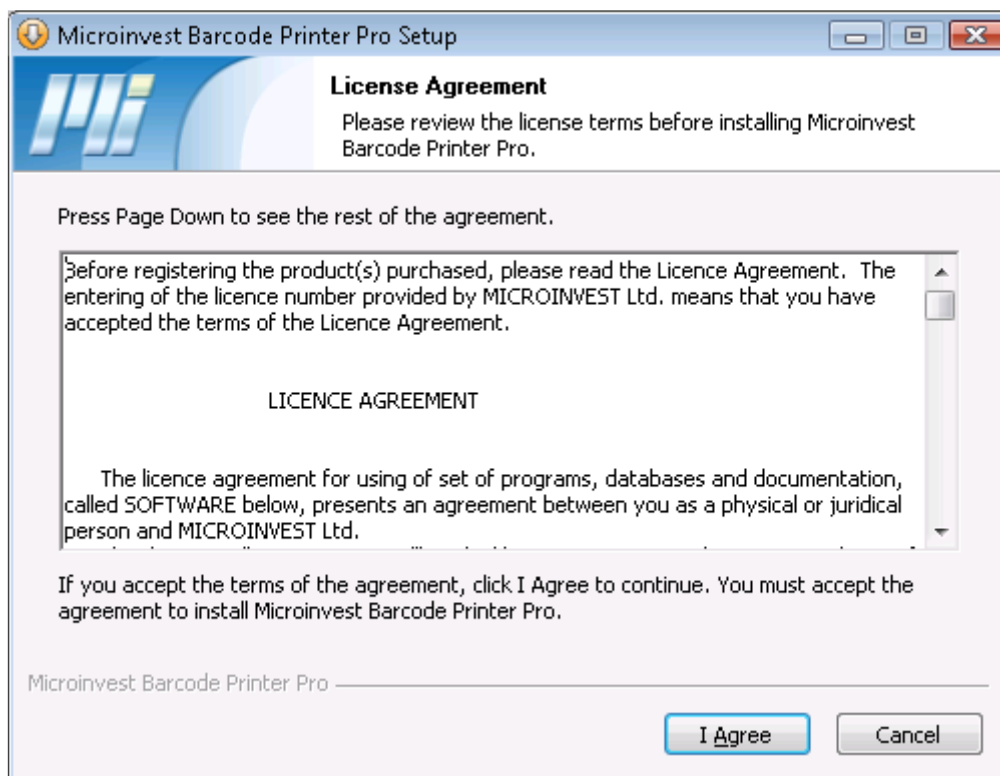
Microinvest Barcode Printer Pro provides barcode printing functionality specifically designed to account for new orders and existing entries in the main application. **Barcode Printer Pro** allows users to create special barcode tags on regular printer equipment and makes the entire labeling process fast and inexpensive. Follow the steps below to install and learn how to operate the application.

I. Application installation

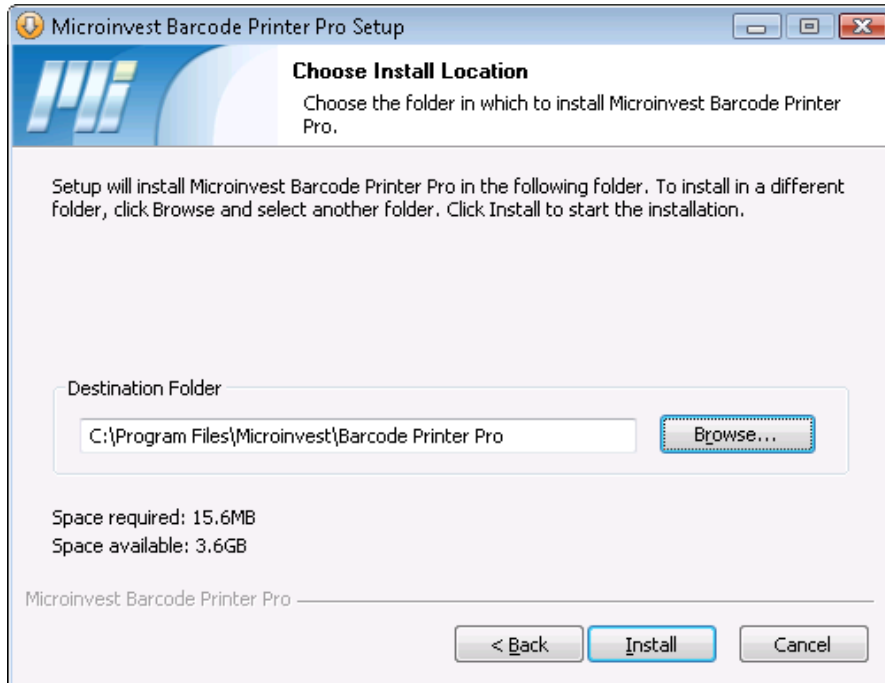
1. Start up the installation file.
2. Select a language and press **OK**.



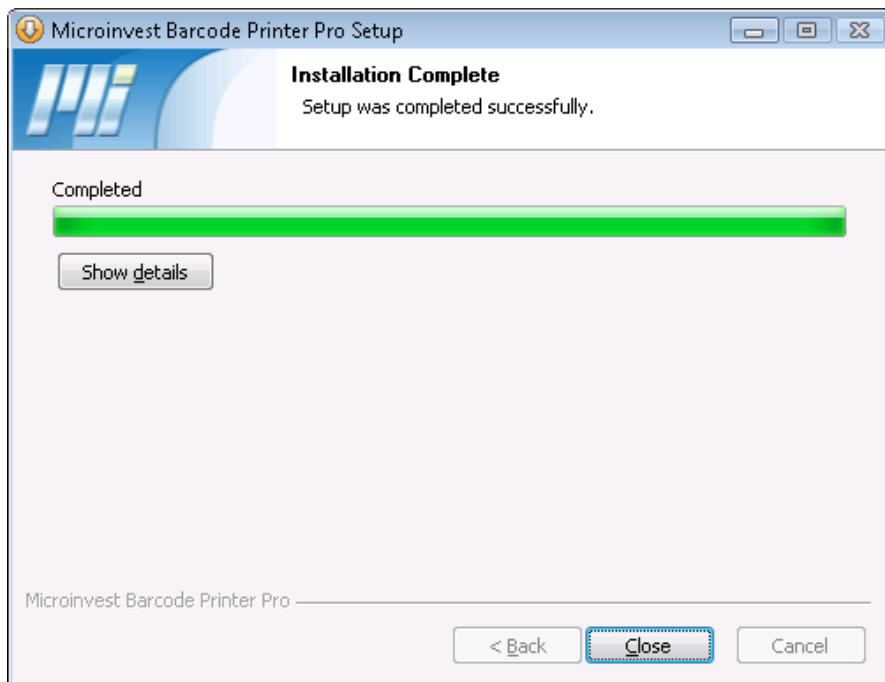
3. Read carefully the License agreement and press the button "**I Agree**".



- The installation wizard will assign the program automatically in the folder **Program Files**. You can change the destination folder of the software using the button **Browse**. After you've chosen the destination, please press **Install**.



- After the installation is successfully completed, press the **Close** button.



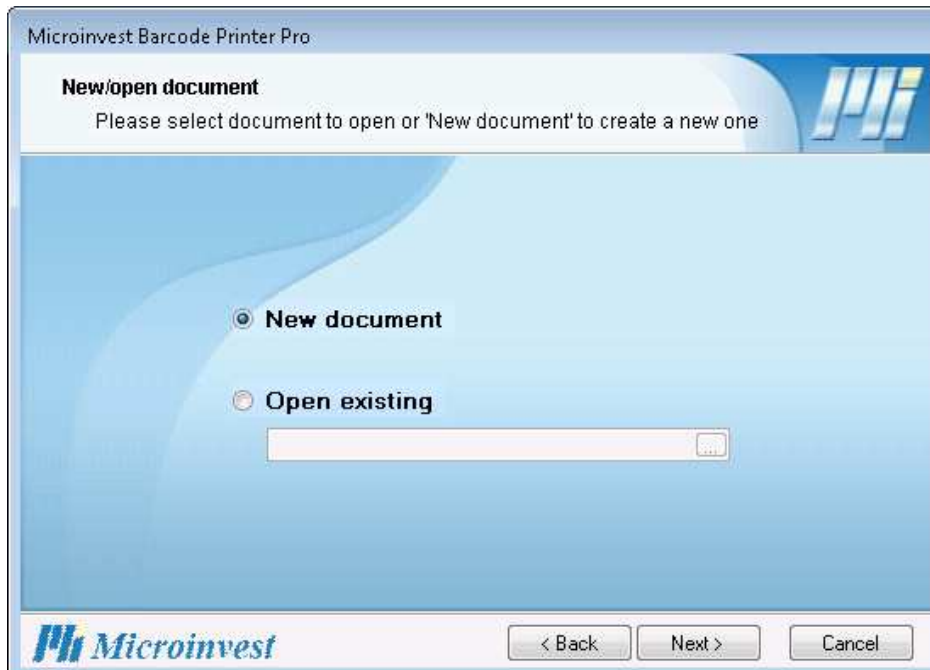
II. Operating Barcode Printer Pro

Creating new document

1. Start up the program from the icon on your desktop.
2. Press the **Next** button




3. The program automatically offers you to create a new document. Press **Next**



4. Database type – select the database type from the first field in the window. You can work with the same database as you are working with in **Microinvest WarehousePro**, so you can use the existing data in **Microinvest Warehouse Pro. Barcode Printer Pro** can work also with its own database, but the database can be only MS Access.

4.1. Work with **MS Access** database - to create new MS Access database press **New database**.

- To work with existing database - enter the database name in the Database path or press the button . After you've chosen the database, press **Next**.
- the button **Edit Items** opens window, in which you can edit items details and also to add new items, for which you will print labels.



Microinvest Barcode Printer Pro

Connection settings
Please enter database connection settings

Database type: MS Access

Database path: C:\Program Files\Microinvest\War...

Server:

Database:

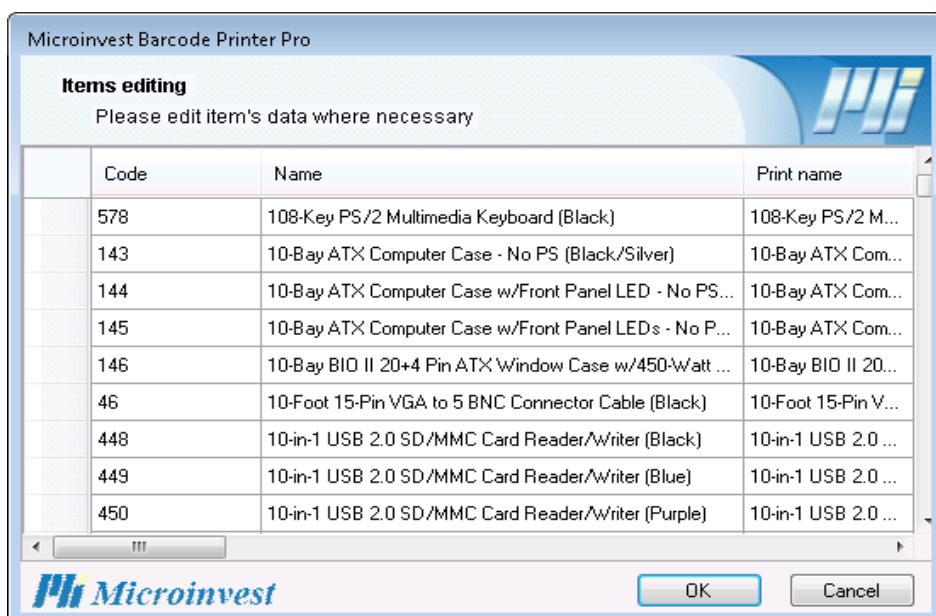
Username:

Password:

Test connection

New database Edit items

Microinvest < Back Next > Cancel



Microinvest Barcode Printer Pro

Items editing
Please edit item's data where necessary

| Code | Name | Print name |
|------|-------------------------------------------------------|---------------------|
| 578 | 108-Key PS/2 Multimedia Keyboard (Black) | 108-Key PS/2 M... |
| 143 | 10-Bay ATX Computer Case - No PS (Black/Silver) | 10-Bay ATX Com... |
| 144 | 10-Bay ATX Computer Case w/Front Panel LED - No PS... | 10-Bay ATX Com... |
| 145 | 10-Bay ATX Computer Case w/Front Panel LEDs - No P... | 10-Bay ATX Com... |
| 146 | 10-Bay BIO II 20+4 Pin ATX Window Case w/450-Watt ... | 10-Bay BIO II 20... |
| 46 | 10-Foot 15-Pin VGA to 5 BNC Connector Cable (Black) | 10-Foot 15-Pin V... |
| 448 | 10-in-1 USB 2.0 SD/MMC Card Reader/Writer (Black) | 10-in-1 USB 2.0 ... |
| 449 | 10-in-1 USB 2.0 SD/MMC Card Reader/Writer (Blue) | 10-in-1 USB 2.0 ... |
| 450 | 10-in-1 USB 2.0 SD/MMC Card Reader/Writer (Purple) | 10-in-1 USB 2.0 ... |

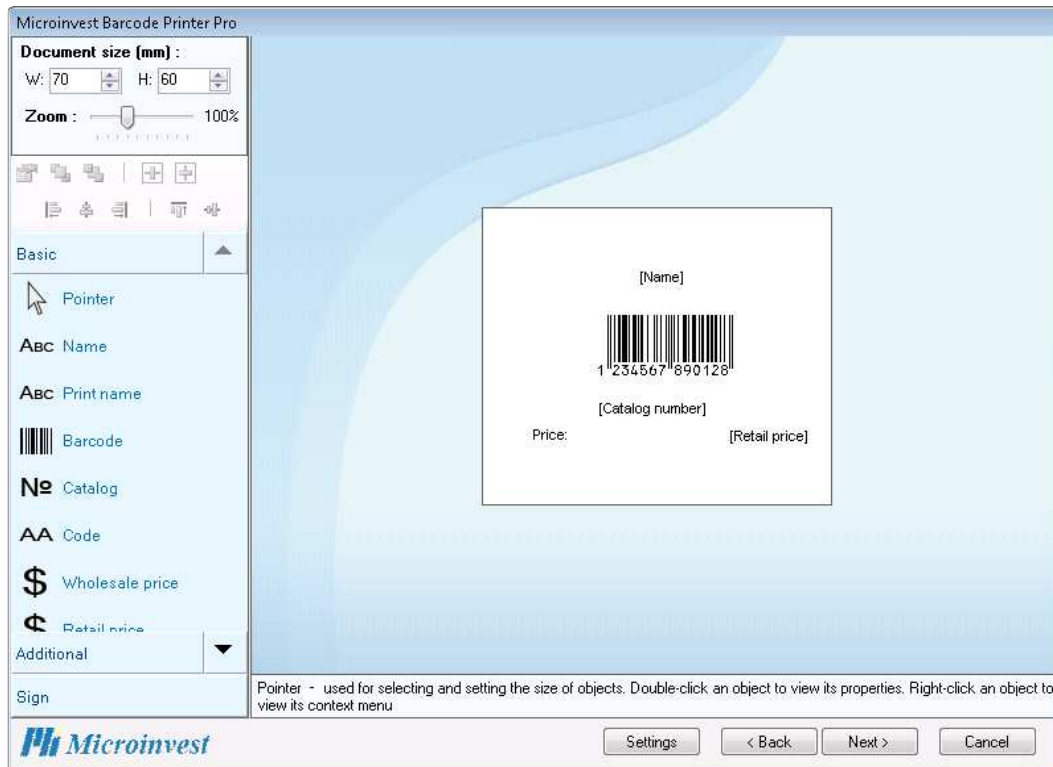
Microinvest OK Cancel

4.2. Work with **SQL Server database**:

- enter server name, database name, username and password for access;
- test the connection with the database.



5. The design window will open.



6. Select the item parameters you want to print. Click with the left button of the mouse on the parameter you want to choose, drag and drop it on the work plot. Click again with the left button of the mouse to place it.
7. On the next step you can filter the items you want to print. Then press **Next**.

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Items selection
Please select items to print labels for

Document type:

- Operations
- All items in database
- All items in a group
- All items whose names include
- All items whose names start
- All items whose code include
- All items whose code start

Select group: Sale

From number: 1

To number: 100

Preview data before print

Quantities considered

Microinvest < Back Next > Cancel

8. In the **Data preview** you can preview the items which will be printed and make corrections if needed.

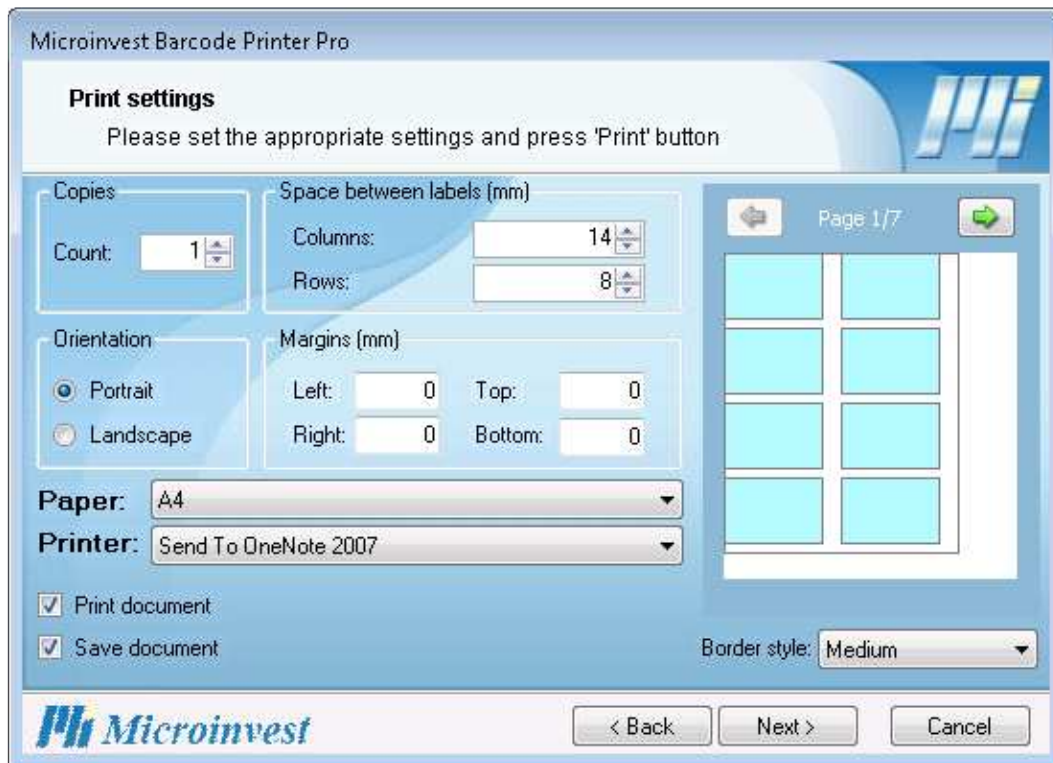
Microinvest Barcode Printer Pro

Data preview
Please select appropriate items and press 'Next'

| <input checked="" type="checkbox"/> | Retail price | Barcode | Name | Quantity |
|-------------------------------------|--------------|---------------|---------------------------|----------|
| <input checked="" type="checkbox"/> | 51.00 | 2000000007670 | 20-Pin to 24-Pin ATX ... | 1 |
| <input checked="" type="checkbox"/> | 53.00 | 2000000004563 | 24-Pin DVI-A (Analog) ... | 4 |
| <input checked="" type="checkbox"/> | 74.00 | 2000000004921 | 28-Piece 100x/300x/6... | 2 |
| <input checked="" type="checkbox"/> | 79.00 | 2000000007786 | 3 USB 2.0 A to A M/F ... | 1 |
| <input checked="" type="checkbox"/> | 80.00 | 2000000006109 | 3"x3" 80mm Case Fan... | 1 |
| <input checked="" type="checkbox"/> | 81.00 | 2000000006116 | 3.5" (80mm) Case Fan ... | 1 |
| <input checked="" type="checkbox"/> | 82.00 | 2000000006130 | 3.5" (80mm) Red Case... | 1 |
| <input checked="" type="checkbox"/> | 93.00 | 2000000006147 | 3x3-Inch Aluminum Ca... | 1 |
| <input checked="" type="checkbox"/> | 94.00 | 2000000006154 | 3x3-Inch Clear Case F... | 2 |
| <input checked="" type="checkbox"/> | 101.00 | 2000000004938 | 4-in-1 100x/200x/300x... | 2 |
| <input checked="" type="checkbox"/> | 102.00 | 2000000007908 | 4-Port PS/2 KVM Swit... | 1 |
| <input checked="" type="checkbox"/> | 104.00 | 2000000008011 | 5 USB 2.0 A to Mini-B ... | 1 |

Microinvest < Back Next > Close

9. The last step is **Print settings** – enter the parameters for printing, then print the document or save it by pressing the **Next** button.



Microinvest Barcode Printer Pro

Print settings
Please set the appropriate settings and press 'Print' button

Copies: Count:

Space between labels (mm): Columns: Rows:

Orientation: Portrait Landscape

Margins (mm): Left: Top: Right: Bottom:

Paper:

Printer:

Print document
 Save document

Border style:

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< Back Next > Cancel

10. If you want to print other documents, check the box **Start over** and press **Finish**. Otherwise press **Finish** and the program will automatically shut down.



Microinvest Barcode Printer Pro

Label design completed
Thank you for using Microinvest Barcode Printer Pro

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LABEL DESIGN COMPLETED SUCCESSFULLY!

Press 'Finish' to exit this wizard.

Start over


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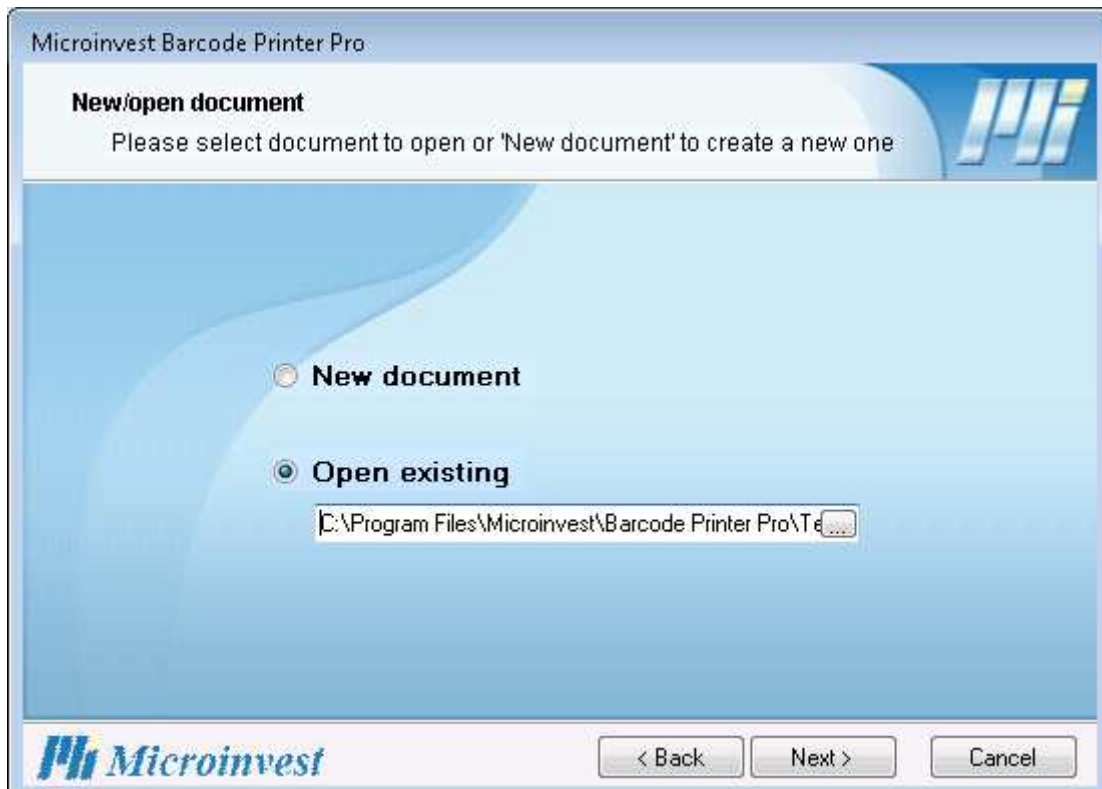
< Back Finish

Open existing document

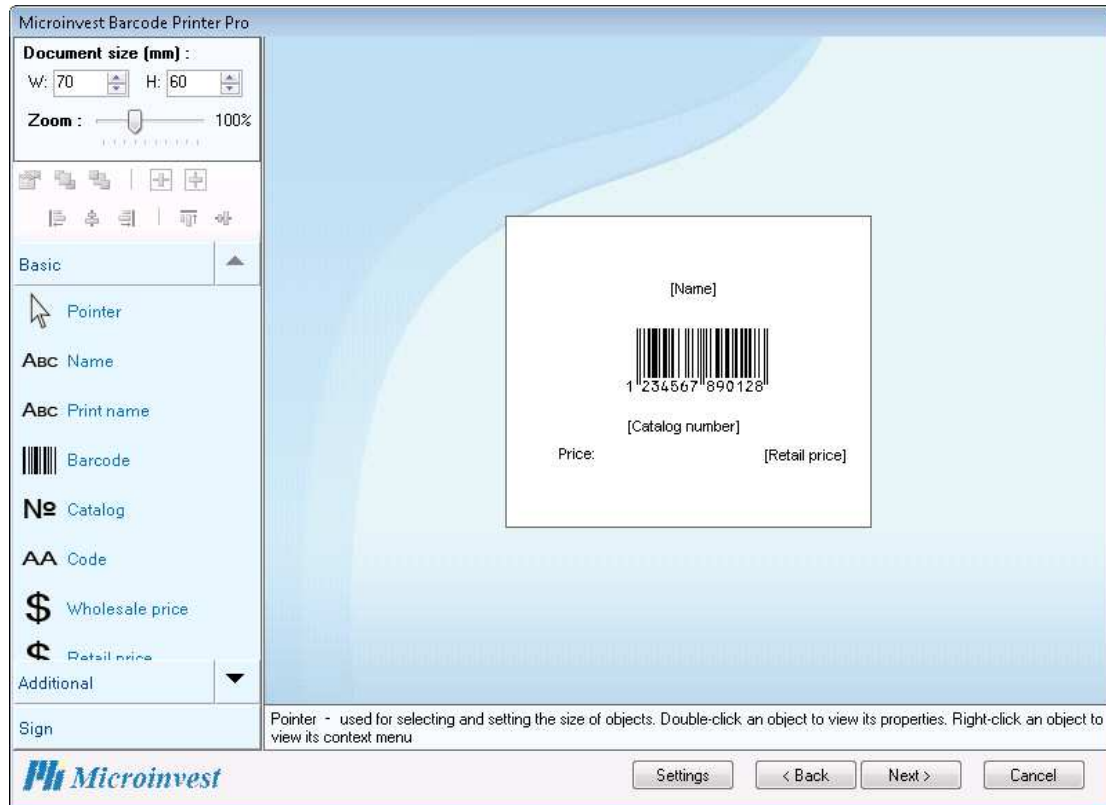
1. Start up the application from the icon on your desktop. Press **Next**



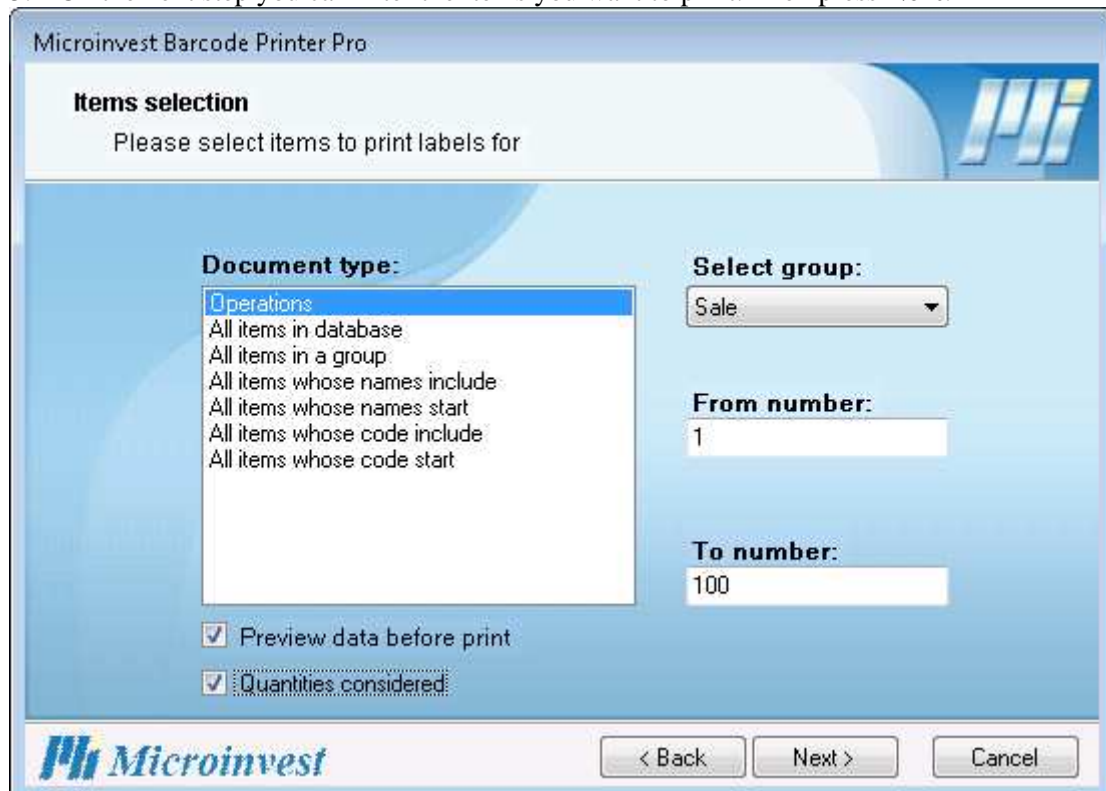
2. Select **Open existing**. Use the button  to select an existing file or template. Press **Next**.



3. Select the database type. Then press **Next**.
4. The design window will open. The elements will be ordered automatically.



5. On the next step you can filter the items you want to print. Then press **Next**.




- In the **Data preview** you can preview the items which will be printed and make corrections if needed.

| <input checked="" type="checkbox"/> | Retail price | Barcode | Name | Quantity |
|-------------------------------------|--------------|---------------|---------------------------|----------|
| <input checked="" type="checkbox"/> | 51.00 | 2000000007670 | 20-Pin to 24-Pin ATX ... | 1 |
| <input checked="" type="checkbox"/> | 53.00 | 2000000004563 | 24-Pin DVI-A (Analog) ... | 4 |
| <input checked="" type="checkbox"/> | 74.00 | 2000000004921 | 28-Piece 100x/300x/6... | 2 |
| <input checked="" type="checkbox"/> | 79.00 | 2000000007786 | 3 USB 2.0 A to A M/F ... | 1 |
| <input checked="" type="checkbox"/> | 80.00 | 2000000006109 | 3"x3" 80mm Case Fan... | 1 |
| <input checked="" type="checkbox"/> | 81.00 | 2000000006116 | 3.5" (80mm) Case Fan ... | 1 |
| <input checked="" type="checkbox"/> | 82.00 | 2000000006130 | 3.5" (80mm) Red Case... | 1 |
| <input checked="" type="checkbox"/> | 93.00 | 2000000006147 | 3x3-Inch Aluminum Ca... | 1 |
| <input checked="" type="checkbox"/> | 94.00 | 2000000006154 | 3x3-Inch Clear Case F... | 2 |
| <input checked="" type="checkbox"/> | 101.00 | 2000000004938 | 4-in-1 100x/200x/300x... | 2 |
| <input checked="" type="checkbox"/> | 102.00 | 2000000007908 | 4-Port PS/2 KVM Swit... | 1 |
| <input checked="" type="checkbox"/> | 104.00 | 2000000008011 | 5 USB 2.0 A to Mini-B ... | 1 |

- The last step is **Print settings** – enter the parameters for printing, then print the document or save it pressing **Next** button.

8. If you want to print other documents, check the box **Start over** and press **Finish**. Otherwise press “Finish” and the program will shut down.

Select Excel document

1. Start up the application from the icon on your desktop.
2. Then press “Next”.
3. Select database type **MS Excel**. Use the button  to select the existing file or template or enter the path to the file. Press **Next**.



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Connection settings
Please enter database connection settings

Database type: MS Excel

Database path: C:\Program Files\Microinvest\War...

Server:

Database:

Username:

Password:

Test connection

New database Edit items

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4. Excel file configuration window will open. Against every parameter enter the respective column letters or row numbers in the excel file. (EX: If in column A in excel file are all item names, write down the “A” against “Name” parameter). Fill all of the information and press **Next**.



Microinvest Barcode Printer Pro

Excel file configuration
Please select excel file parameters

| Parameter | Value |
|-----------------|-------|
| First row | 1 |
| Last Row | 20 |
| Name | A |
| Print name | B |
| Barcode | C |
| Catalog | D |
| Code | E |
| Wholesale price | F |
| Retail price | G |

Microinvest < Back Next > Cancel

5. The design window will open. Select the elements you want to print. In case this is a new document, you should configure label layout. If you have selected existing document/template the elements will be ordered automatically.
6. Next you can preview the data and make corrections if needed.
7. The last step is **Print settings** – enter the parameters for printing, then print the document or save it pressing **Next** button.
8. If you want to print other documents, check the box **Start over** and press **Finish**. Otherwise press **Finish** and the program will shut down.

III. Printing Barcode Labels from *Microinvest Warehouse Pro*

1. Start up **Microinvest Warehouse Pro**, go to **Edit-> Items**
2. Mark the item and press **Edit**.
3. Go to **Basic Information** tab. At the bottom there is **Print barcode labels** button. Press it.
4. **Barcode Printer Pro** will start up automatically.
5. The design window will open with **Name** and **Barcode** parameters.
6. Edit the label if you want to and go to the next step, using the **Next** button.
7. Preview the data and print the document.

This user manual covered the initial steps to install and get started using the Barcode Printer Pro. For further information feel free to send us an email with a specific question and we will be glad to assist you. Thank you for choosing a *Microinvest*!

<http://www.microinvest.net/en/>