

PART 2. BZB

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Part 2. BZB

4. Install BZB for Windows 95

4-1. Installation

1. Under Windows 95, 98 and NT simply put your CD into your computer's CD Drive and the installation will start automatically.

If the AutoPlay feature has been disabled on your computer and the installation does not start automatically, simply double click on the "My Computer" icon, right click on the CD drive and choose AutoPlay.

2. The first screen displayed during the installation process prompts you to select the directory that you want to use for the BZB Software program and related files. You can create a new directory or use one on your hard disk. If you use an established directory, specify the full path name of the directory. Type the name of the directory you want, or accept the suggested default path of C:\Program Files\BZB Press Enter.



Fig. 4.1.2

3. You can create a new program folder or use one on your system and then press enter.

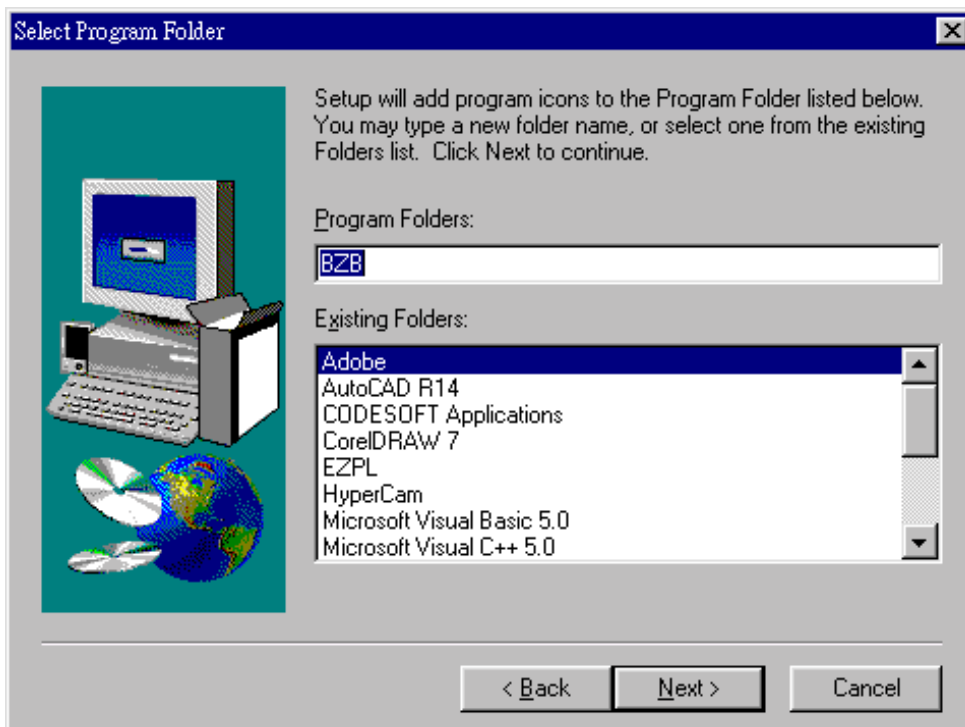


Fig. 4.1.3

4. The Start Copying Files dialog box shows all of your setting. Please check these items, if they are correct, press enter to continue or press back to change.

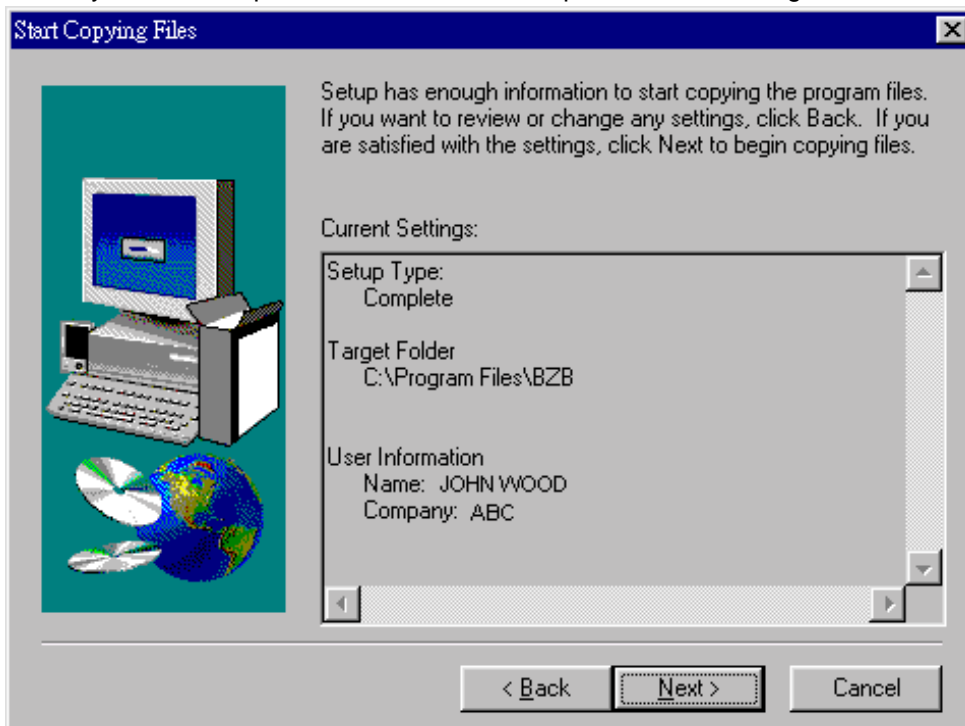


Fig. 4.1.4

5. BZB than copies all necessary files from the BZB disks.
6. After installing the BZB program, it will display the BZB group, close the group to end the setup program.

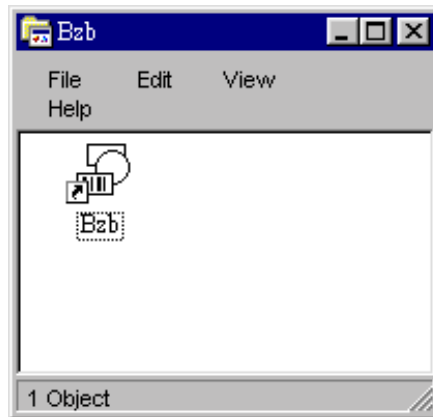


Fig. 4.1.5

4-2. Starting BZB from the Windows

After BZB is installed, you can start the program from Windows 95.

1. Go to Start, Programs, BZB, BZB (see Fig. 4.2.1) .

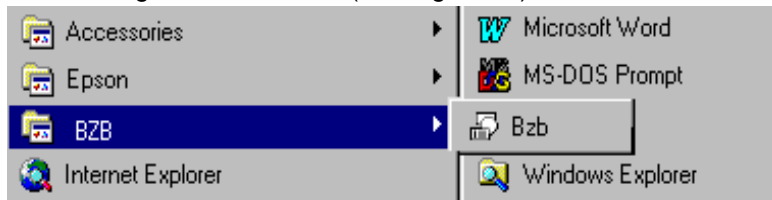


Fig. 4.2.1

2. BZB displays the opening screen (see Fig. 4.2.2). To start a new label, click the icon or pull-down the File menu and select New command.



Fig. 4.2.2

4-3. Open a New Label

To open a new label, follow these steps:

1. Choose New command from the File menu to start a new label. BZB displays a blank page with the default setting. The guideline shown in the label, it helps you to easily design the label.
2. Choose the Label Setup from the File menu. The Label Setup dialog box displays the default setting of the label. You can use the dialog box to specify the size of the label (height, width and gap) or click Load Default Size to load a default label (see figure 4.3.2).

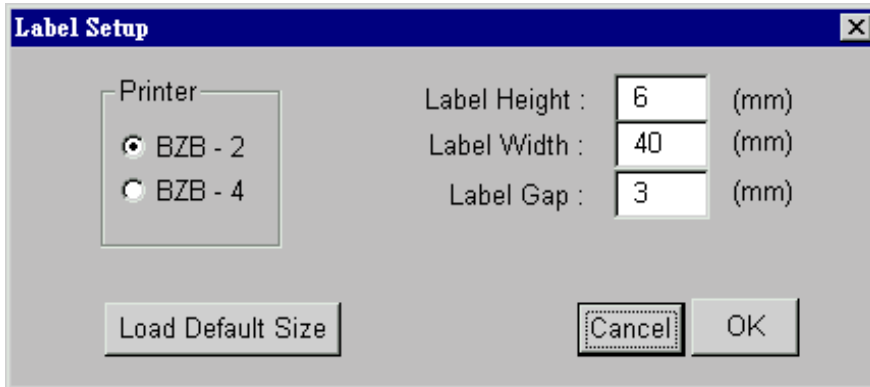


Fig. 4.3.1

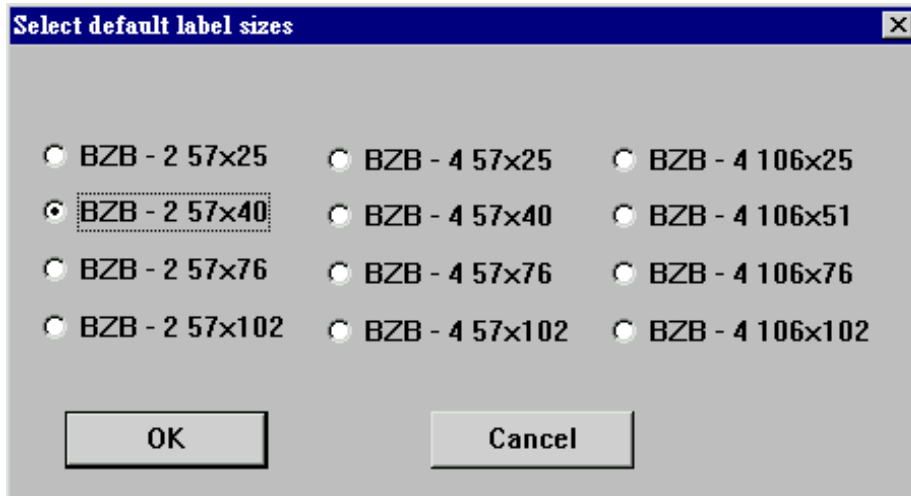


Fig. 4.3.2

3. The BZB displays the new label for you (see figure 4.3.3). You can use the Measurement command from the File menu to change the guide line from mm to inches if required.

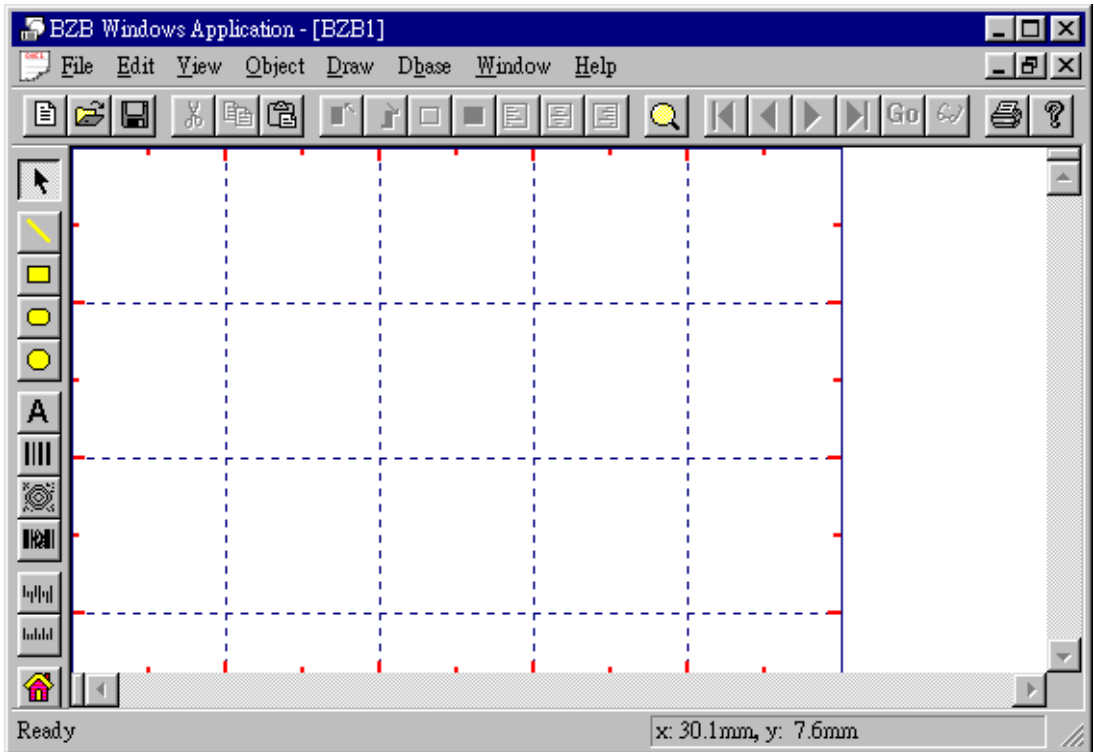


Fig. 4.3.3

4-4. Open an Existing Label

Open an existing label file, follow these steps:

1. Choose Open command from the File menu. BZB displays the Open dialog box, showing the list of BZB files on your disk. If the list of file names is too many to fit in the window, scroll bars appear at the right of the list, and you can click on an arrow to scroll up or down the list (see figure 4.4.1).



Fig. 4.4.1

2. When you find your file, highlight it and click OK button in the open dialog box; or just double-click the filename with the left mouse button.

4-5. Examining the menus

File		
New	Ctrl+N	⇒ Create a new document
Open	Ctrl+O	⇒ Open an existing document
Close		⇒ Close the active document
Save	Ctrl+S	⇒ Save the active document
Save As_		⇒ Save the active document with a new name
Measurement		⇒ Choose label size in inch or metric system
Label Setup		⇒ Set up the label size
Print_	Ctrl+P	⇒ Print the active document
Recent File		⇒ Previous loaded file
Exit		⇒ Quit the application; prompts to save documents

Edit		
Undo	Ctrl+Z	⇒ Undo the last action
Cut	Ctrl+X	⇒ Cut the selection and put it on the Clipboard
Copy	Ctrl+C	⇒ Copy the selection and put it on the Clipboard
Paste	Ctrl+V	⇒ Insert contents of Clipboard
Delete	Del	⇒ Erase the selection
Select All	Ctrl+P	⇒ Select the entire document
Properties_	Alt+Enter	⇒ Edit drawing object properties
Insert New Object		⇒ Insert new linked or embedded object
Links_		⇒ Edit linked objects
Object		⇒ Convert object to different type

View		
Grid Lines	G	⇒ Show or hide guidelines
Show Objects		⇒ Show the objects from the other applications with bounded rectangle
Toolbar		⇒ Show or hide the toolbar
Status Bar		⇒ Show or hide the status bar
zoom In		⇒ Current label viewing area will be increased
zoom Out		⇒ Current label viewing area will be decreased

Object		
Line Color_		⇒ Change the line or text color
Fill Color_		⇒ Change the fill or background color
Move To Front	Ctrl+Plus	⇒ Move object to front of drawing
Move To Back	Ctrl+Minus	⇒ Move object to back of drawing
Move Forward	Plus	⇒ Move object to next position in z-order
Move Back	Minus	⇒ Move object to previous position in z-order
Align Left		⇒ Move object to the left margin
Align Center		⇒ Move object to the center of label
Align Right		⇒ Move object to the right margin

Draw

Select	⇒ Choose the point tool
Line	⇒ Choose line drawing tool
Rectangle	⇒ Choose rectangle drawing tool
Round Rectangle	⇒ Choose round rectangle drawing tool
Ellipse	⇒ Choose ellipse drawing tool
Text	⇒ Choose text drawing tool
Barcode	⇒ Choose barcode drawing tool
Maxicode	⇒ Choose Maxicode drawing tool
PDF417	⇒ Choose PDF 417 drawing tool
Royal Mail	⇒ Choose Royal Mail drawing tool
Postnet	⇒ Choose Postnet drawing tool
BitMap	⇒ Insert bitmap file

Dbase

ODBC Connect	⇒ Connect to a database
ODBC Disconnect	⇒ Disconnect the database
First Record	⇒ Move to the first record
Previous Record	⇒ Move to the previous record
Next Record	⇒ Move to the next record
Last Record	⇒ Move to the last record
Go To	⇒ Move to the certain record
Requery	⇒ Requery the database by certain condition



































Window

New Window	⇒ Open another window for the active document
Cascade	⇒ Arrange windows as overlap
Tile	⇒ Arrange windows as non-overlapping tiles
Arrange Icons	⇒ Arrange icons at the bottom of the window

Window

About BZB	⇒ Display program information, version number and Copyright
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4-6. The Toolbar

	Create a new document		Last record
	Open an existing document		Go to...
	Save the active document		Requery
	Cut the selection and put it on the Clipboard		Print tool
	Copy the selection and put it on the Clipboard.		About BZB Version
	Paste the objects in the clipboard to screen.		Point Tool
	Move object to next position in z-order		Line tool
	Move object to previous position in z-order		Rectangle tool
	Change the line or text color		Round rectangle tool
	Change the fill or background color		Ellipse tool
	Move object to left margin		Insert text tool
	Move object to center of label		Insert barcode tool
	Move object to right margin		Insert Maxicode tool
	Zoom in/out tool		Insert PDF417 tool
	First record		Insert Royal Mail tool
	Previous record		Insert Postnet tool
	Next record		Bit Map

4-7. Exit BZB

To exit BZB, choose Exit from the File menu. BZB verifies that you have saved your current file. If you have not saved the current file, BZB displays a dialog box giving you the option to save your changes. When you leave BZB, you will return to window opening screen.

5. Creating Label

5-1. Entering Text

Following are the simplest steps for entering text on the label:

1. Click the Text icon from the tool bar.
2. Move mouse to the position where you want adding text, and then click the left of the mouse button. The Text object will display on the screen, and the **Text** is the default character.
3. Double-click the Text object, the Text dialog box will be displayed (see figure 5.1.1). You can set any format relevant to the Text.

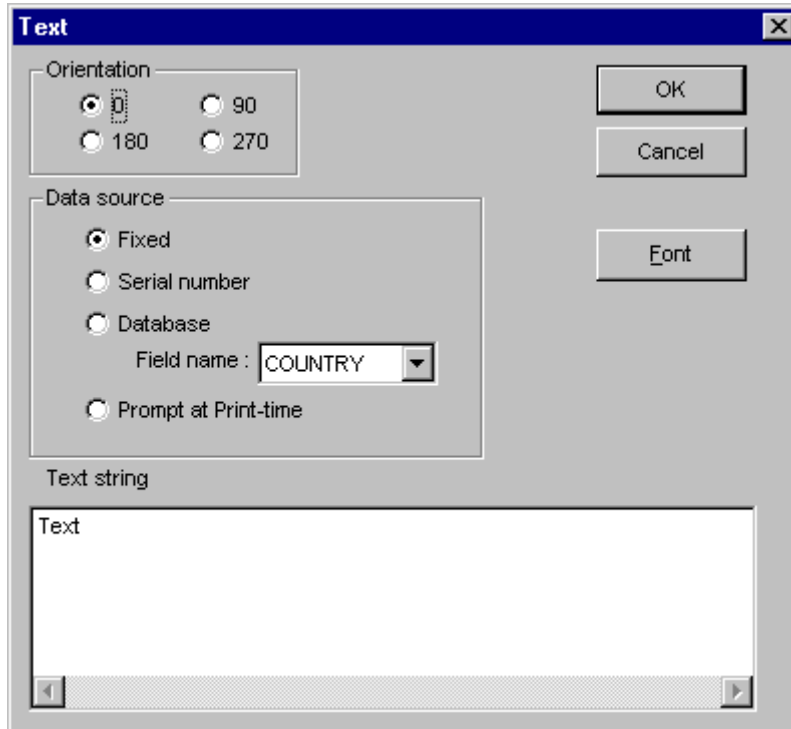


fig 5.1.1

Orientation: Set the text rotation angle.

Fixed: Setting a fix text.

Database: Assign any field of the database to the text (see Chapter 2 Section 5).

Serial number: Setting the text with a serial number.

Syntax	xx ^{nn±value} xx		
	xx : any character or number (option) nn : start of the serial number ± : increase or decrease by step value value : step value		
Example	19 ⁸⁹⁺¹	10 ⁹⁹⁸⁺² a	ps ⁰⁺¹ .
Result	1990 1991	10000a 10002a	ps1. ps2.
	1900 1901	10998a 10000a	ps9. ps0.

Prompt at Print-time: Typing the text when printing.
 Text string: Typing character, number.
 Font: Setting text of the fonts (please refer your Windows manual).

5-2. Entering Bar-code

Entering barcode in the label is similar to the entering text. Please refer the section “ Entering Text” in Chapter 4.

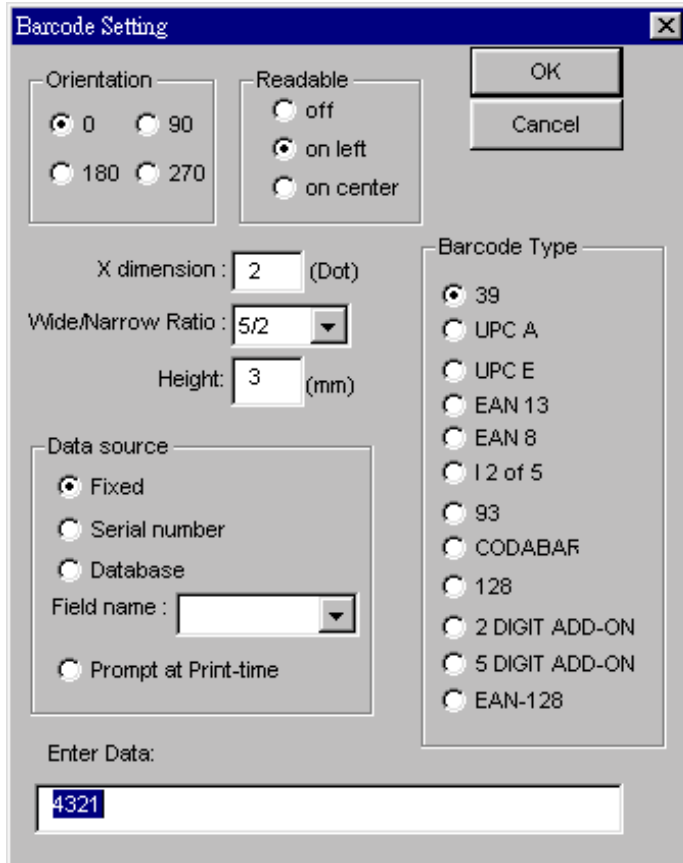


Fig. 5.2.1

Orientation	Set the barcode rotation angle.
Readable	Set the barcode human readable
X dimension	Set the barcode narrow width.
Wide / Narrow Ratio	Set the barcode wide / narrow ratio.
Height:	Height of barcode (unit: mm).
Data source:	These items are described in the section “ Entering Text” in Chapter 4.
Enter Data:	Enter the barcode contents.
Barcode type:	Set the barcode type which to use,

5-3. Saving the Label for the First Time

To save the label for the first time, follow these steps:

1. Choose the Save As from the File menu.
 BZB displays the Save As dialog box, as shown in figure 5.3.1.
2. Type the name of the file.

You can use any name you like (up to eight characters). Do not add an extension; BZB

supplies the extension DRW automatically. In this case, you are saving the label format to the current directory. You can choose another directory if you like.

3. Click OK to save the label.



Fig. 5.3.1

5-4. Drawing with BZB's Graphics Tools

Drawing a rectangle

1. Choose the Rectangle tool.
2. Move the cursor into the drawing area.
3. Press the mouse left button to anchor one corner of a flexible box. Drag the cursor. The flexible box stretches from the anchor point to the mouse position.
4. When you are satisfied with the box size, release the mouse button. If you don't like something you created, select it with the arrow tool and press the Delete key.

Modify the rectangle size

1. With the point tool, select the shape.
2. Drag an endpoint until the shape is the size you want.
3. Release the mouse button.

Drawing the line, round rectangle, ellipse is the same way.

5-5. Using Database

How to connect with Database

Remark: You should already have installed the ODBC driver files, which are supplied with Microsoft Office or your Database.

Before you use the ODBC Connect function, you should use Windows Control Panel to install the new ODBC driver. The ODBC driver is appended to application software that you use (such as FoxPro, Access and more). When you install the ODBC driver, you must define one or multiple data source. After installing the ODBC driver, please execute BZB and link the database file as following steps.

Remark: Regarding to installation of ODBC driver and definition of data source, please refer to the ODBC Help from Windows.

1. Selecting " **ODBC Connect** " from "**Dbase**" menu.
2. In the SQL Data Source dialog box, please choose one of data sources than press OK.

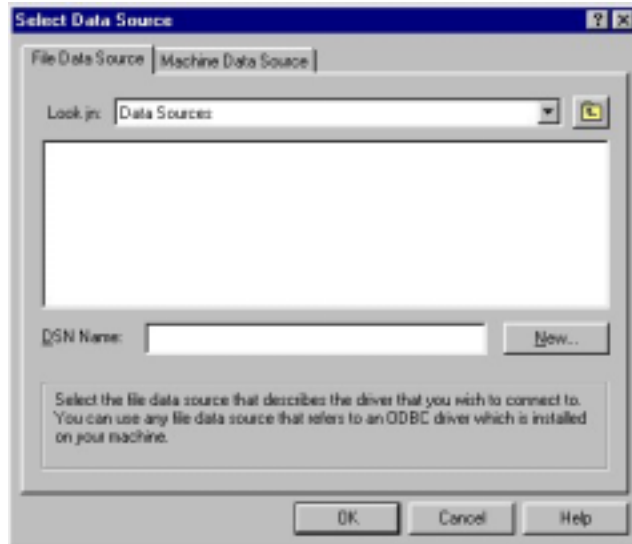


Fig. 5.5.1

3. Selecting one of file from the Table Selection dialog box then press OK. Now, the label is connected with database file that you select.



Fig. 5.5.2

Linked with a Barcode / Text

1. Double click on your text or barcode object, the above dialog box will be appeared. In this case, we double click the text object.
2. Check "**Database**" in the Data Source group.
3. Choose a field from the connected database (see figure 5.5.3), then press OK. The object is connected with specify field. Repeat steps 1 through 3 to connect the others object.

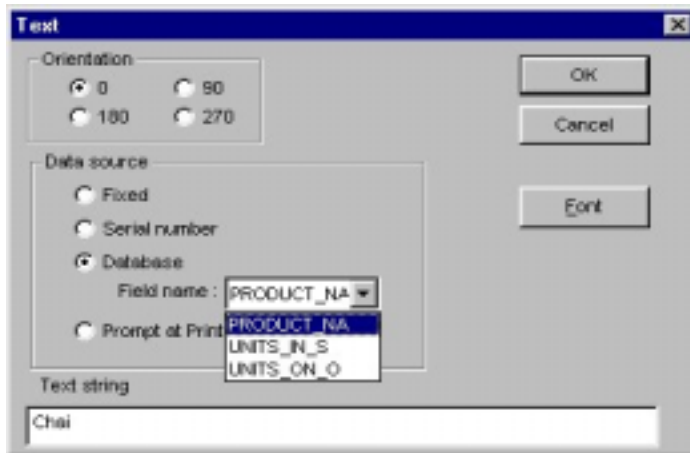


Fig. 5.5.3

Database " Requery " function

User can use The Requery function to query the database by certain condition.

1. Select the Requery function from Dbase menu.
2. The Dbase Requery dialog box will appear (see figure 5.5.4). User can either load an existing query file or create a new query and than save it.

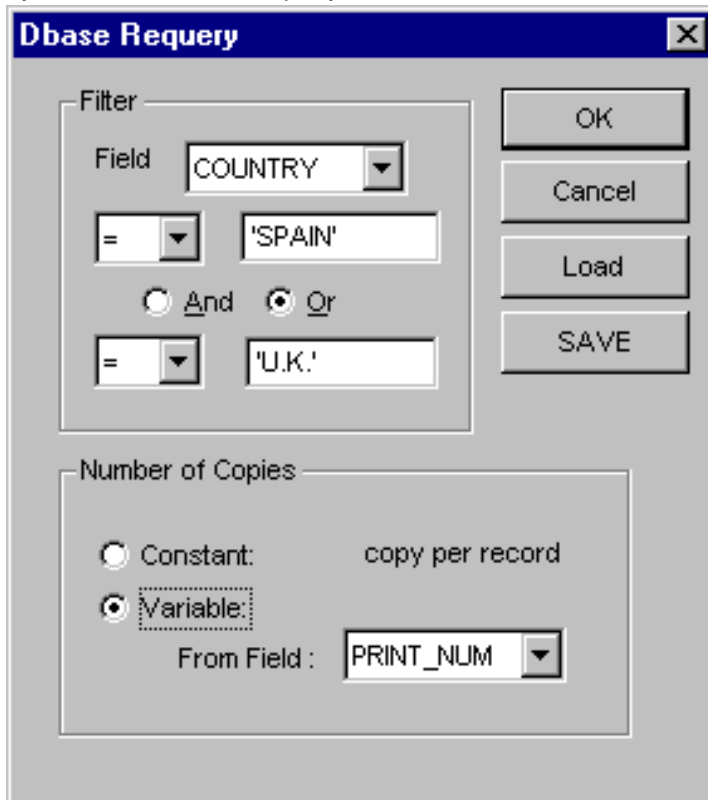


Fig. 5.5.4

Filter:

You can choose a field as a filter from the field table and set the data condition for query.

For example:

(1). String

Country = 'SPAIN'

Return only the records in country SPAIN.

(2). Date

Date > #m/d/yy#

Return only the records with date late than m/d/yy.

(3). Value

Salary > 21000

Selects all records whose salaries are more than \$21,000.

(4). The criteria can be linked by logical operators, such as And and Or.

Number of copies:

Constant- Indicate the number of copies by users when printing.

Variable- Indicate the number of copies from one field of the database.

Print labels with database

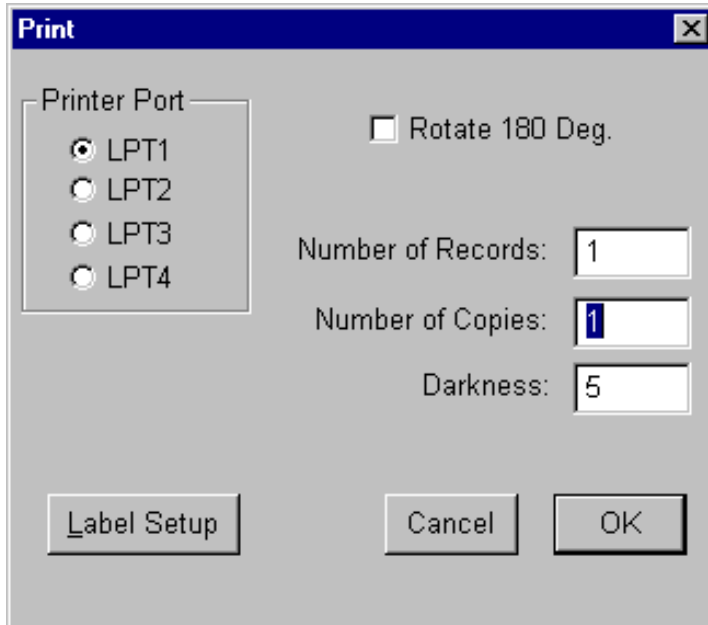


Fig. 5.5.5

Choose the Printer icon from the tool bar. The Print dialog box will display.

Number of Records:

This field is defined as how many records will be printed out from linked database. For example, if "Number of records" is entered as "5", then 5 labels will be printed out from current record to next four records in sequence. If you don't remember how many records do you have, and you want to print all the records, you can enter a number which is larger than the number of total records in the database.

Number of Copies:

This field is defined as how many copies for each records to be printed. If Constant is checked in Dbase Requery functions, and the user can indicate the number of copies when printing. If Variable is checked in Dbase Requery function, the number is obtained from one field of the database.

5-6. Printing a label

Select print function in "FILE" menu (or press CTL+P), the dialog box will show up below.

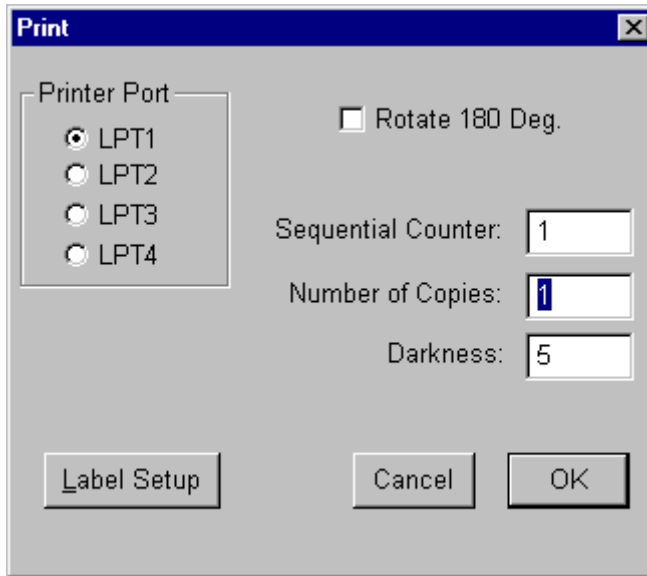


Fig. 5.6.1

- Rotate 180 Deg.** : Change data printing direction.
- Sequential Counter** : This field is used to set the number of the serial number to be printed out. The serial number will be automatically increased or decrease as defined.
- Number of copies** : The number of labels will be printed for each label count
- Printer Port** : Selects the printer port that you wish to print from