GoLabel PDF On-line Help

Contents

1. Introduction 2
   1.1 Startup 2
   1.2 Main Display Screen 2
2. Working Environment 3
   2.1 General 3
3. GoLabel PDF Tool Sets 4
   3.1 Generic Toll Set 4
   3.2 Object Tool Set 5
4. General Operation 6
   4.1 Creating First Label 6
   4.2 Open an Existing File 7
   4.3 Change Printer Setting 8
   4.4 Select Label Size and Media Type 9
   4.5 Using the Fonts Provided by Windows 11
   4.6 Create a Barcode 13
   4.7 Drawing Line, Rectangle and Circle 27
   4.8 Create Graphic 32
   4.9 Lock Object 33
5. Advance Operation 34
   5.1 Using Serial Number 34
   5.2 Using Variable 38
   5.3 Date Time setting 41
   5.4 Database Linkage 43
6. Barcode Application 46
   6.1 EAN-128 / GS1 Databar with AI 46

1. Introduction

1.1 Startup

Click [Begin] on Windows Desk and select “GoLabel PDF” software program to run it. Or, just click the Icon on the Windows desk, and start to execute GoLabel PDF program.

1.2 Main Display Screen

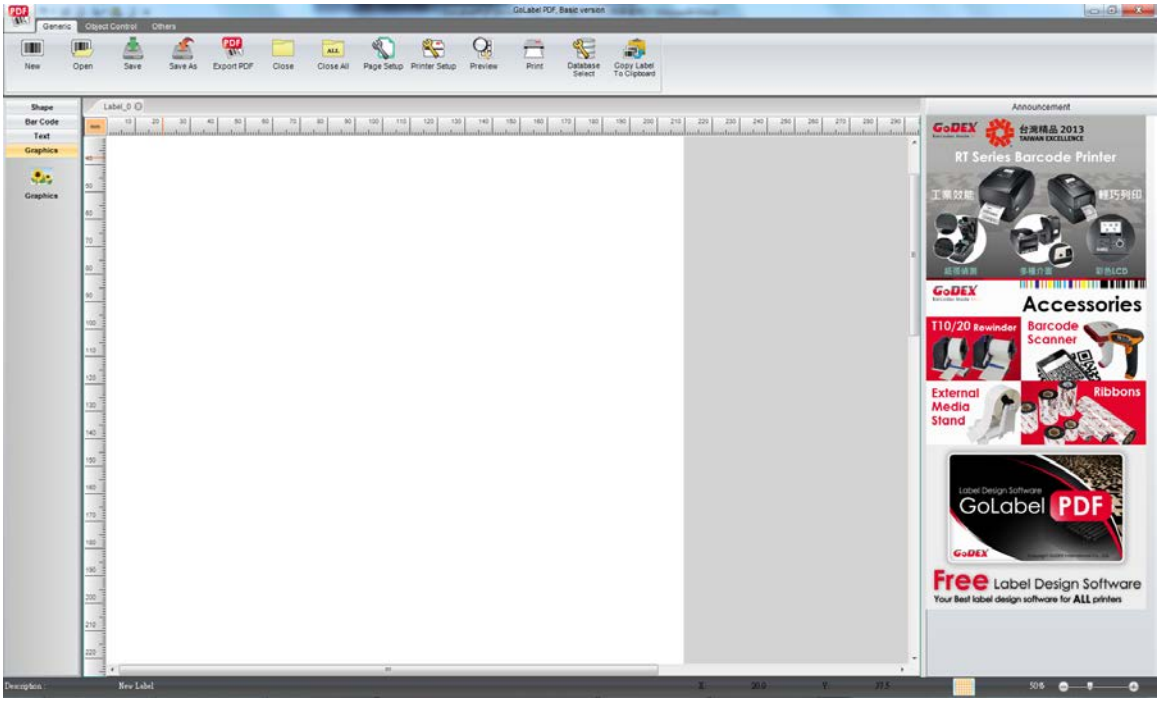
There are three tool sets and two working areas on GoLabel PDF main display screen when it startup:

1) Tool Set:

- Either on the top - Generic tool set and Advance tool set
- Object tool set on the left side

2) Working Area:

- Label Design area
- Announcement area



2. Working Environment

2.1 General

User clicks the icon to open a new file for label design and editing. In label design area, user can design, edit, delete and then save label as a file name with “ezpx” file and PDF type.

3. GoLabel PDF Tool Sets

3.1 Generic Toll Set

Being user-friendly software, GoLabel PDF provides following graphic icons in the Tool Sets that displays on the top of screen. User may click either icon of Tool Set to design labels and editing commands. The icons on Generic, Advance and Object Tool Set, and its functional description are itemized and shown as below for user reference.

Generic Tool Set

	New		Paste
	Open		Cut
	Save		Delete
	SaveAs		Undo
	Export PDF		Redo
	Close		Move To Front
	CloseAll		Send To back
	Page Setup		Align Left
	Printer Setup		Center
	Preview		Align Right
	Print		Select All
	Database Select		Unselect All
	Copy Label To Clipboard		Language
	Copy		Style Settings

3.2 Object Tool Set

Object Tool Set

	Horizontal Line		Maxi Code
	Vertical Line		Data Matrix
	Oblique Line		QR Code
	Box		Micro PDF 417
	Filled Rectangle		Aztec
	Ellipse		TCL39
	Rounded Rectangle		Composite
	Bar Code		Window Text
	GS1 Date Bar Code		Graphics
	Pdf 417		

4. General Operation

4.1 Creating First Label

- **Open and save a label file**
  - Open a new label file

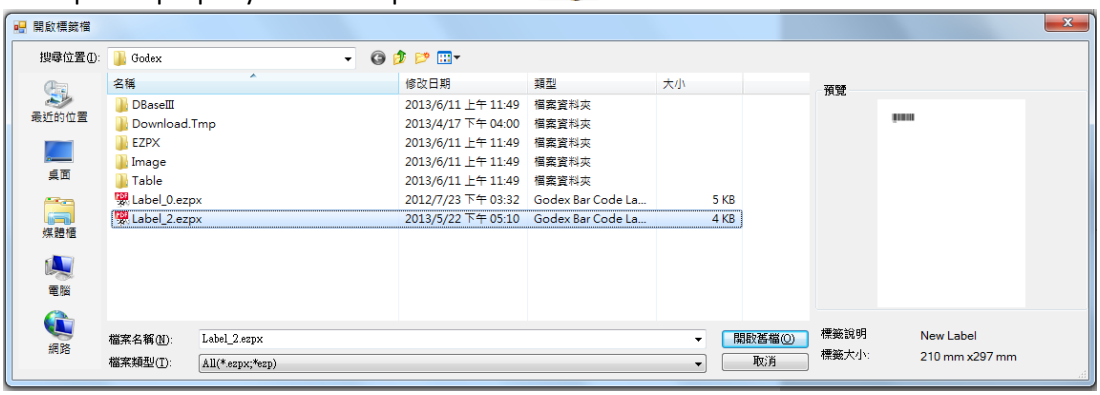
    Click the icons in the Generic tool set
  - Save a Label file

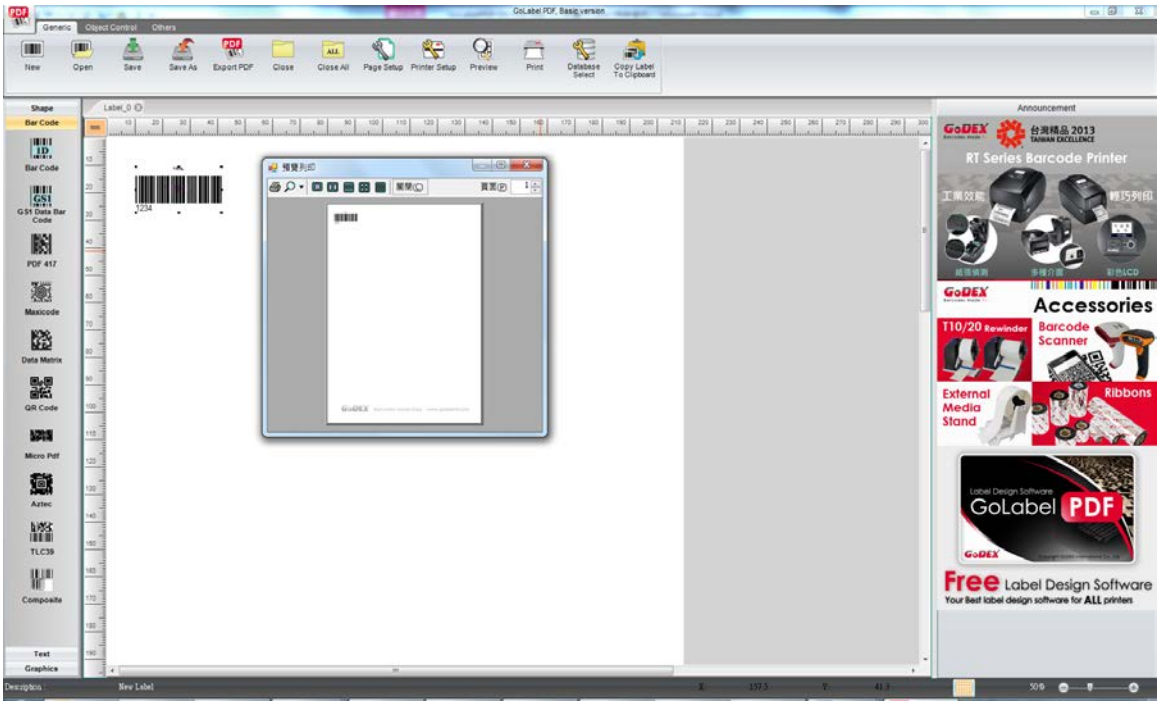
    Click either icons “SAVE” or “SAVE AS” to save the label files to disk. It’s required to key-in file name when a dialog of SAVE AS is popping up (Don’t key-in, the file type “ezpx”, which is added by GoLabel PDF itself in automatically), after file name key-in, please click SAVE icon in the dialog to save the label file with the file name you key-in.

4.2 Open an Existing File

- Click the icon “Open” on Generic Tool Set

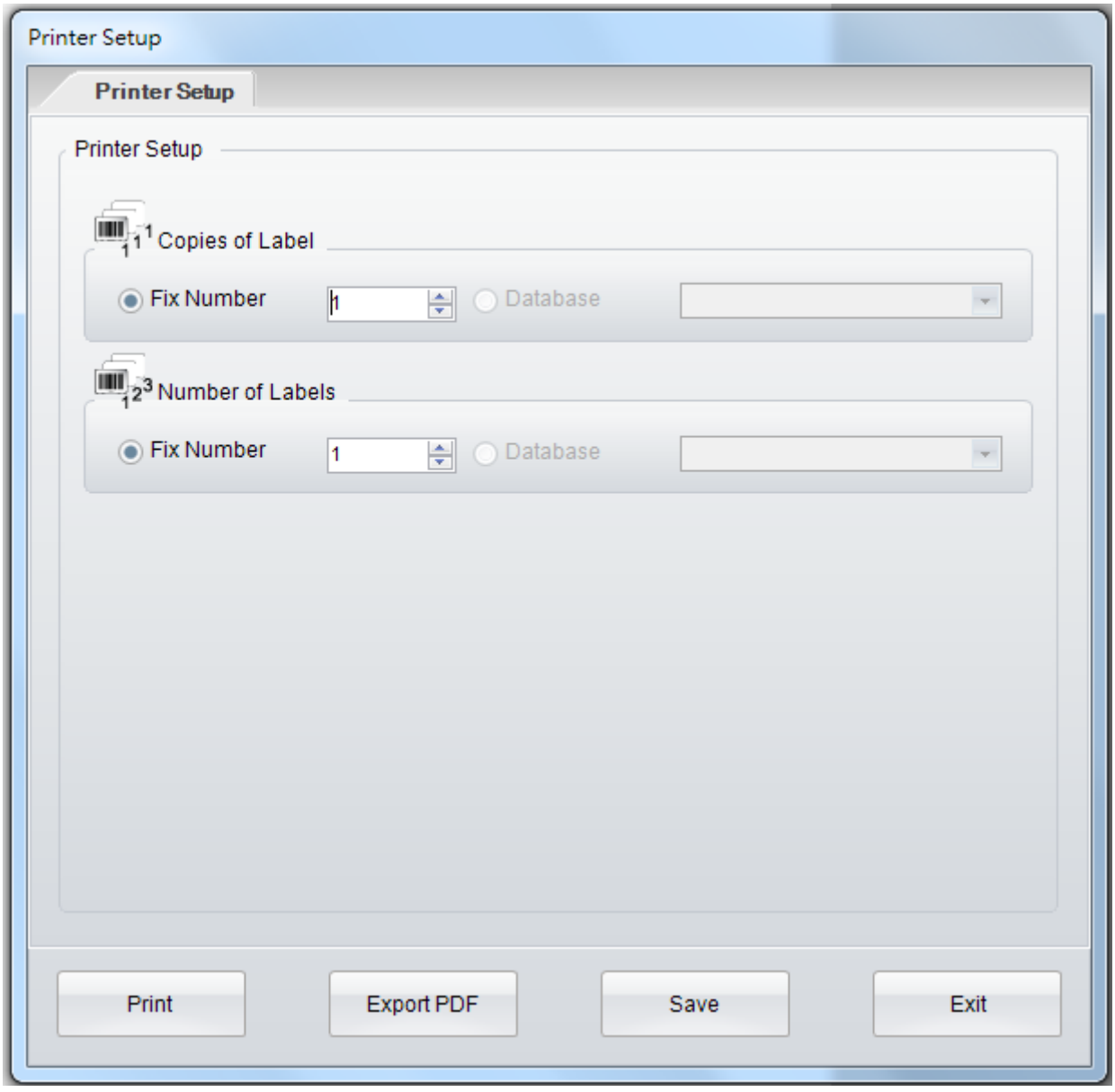
- To open an existing file is able be previewing when cursor select to it, and click “Open” icon in the dialog to open it (or just double click the file name for instead). Only file type “ezpx” created by GoLabel PDF is able be opened properly also click ‘’preview’’ can check it.





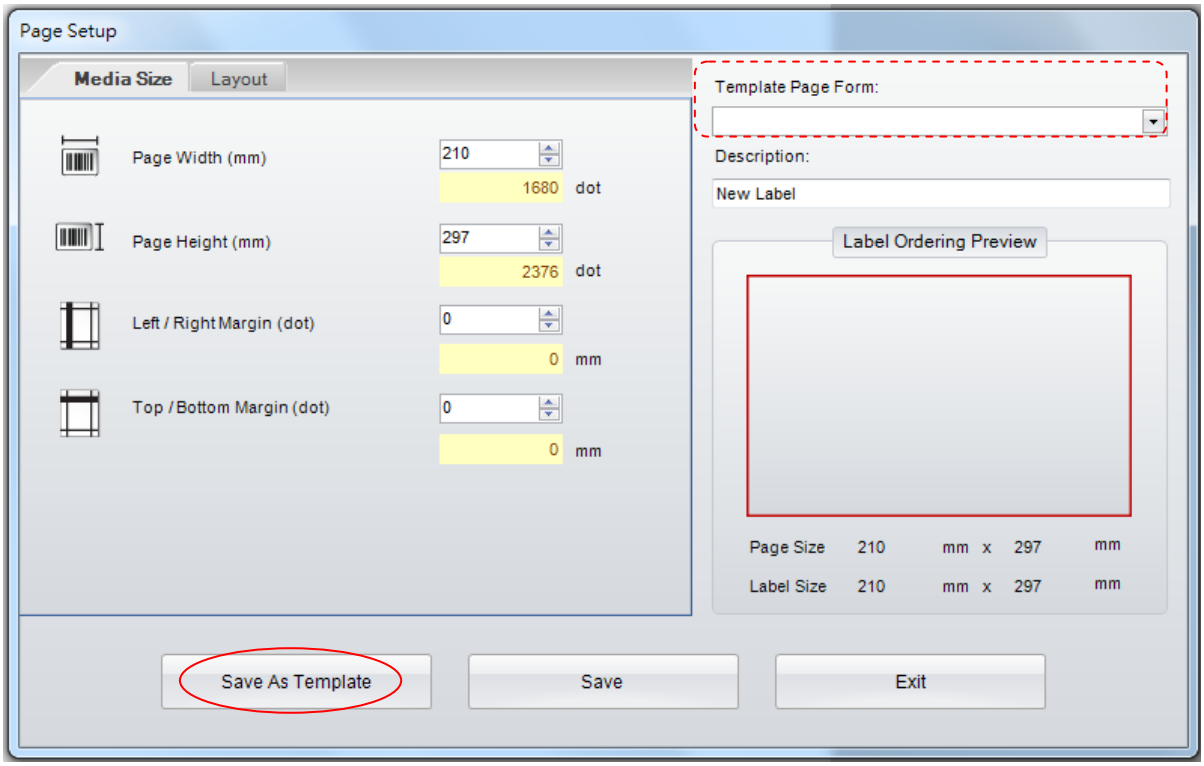
4.3 Change Printer Setting

Click the icon on the Generic Tool Set, or just click the right key of mouse on the “Label Design Area” and select “Printer Setup” , user can change quantity of ‘’copies of Label’’ or ‘’ Number of Labels’’ to Print or Export PDF labels.

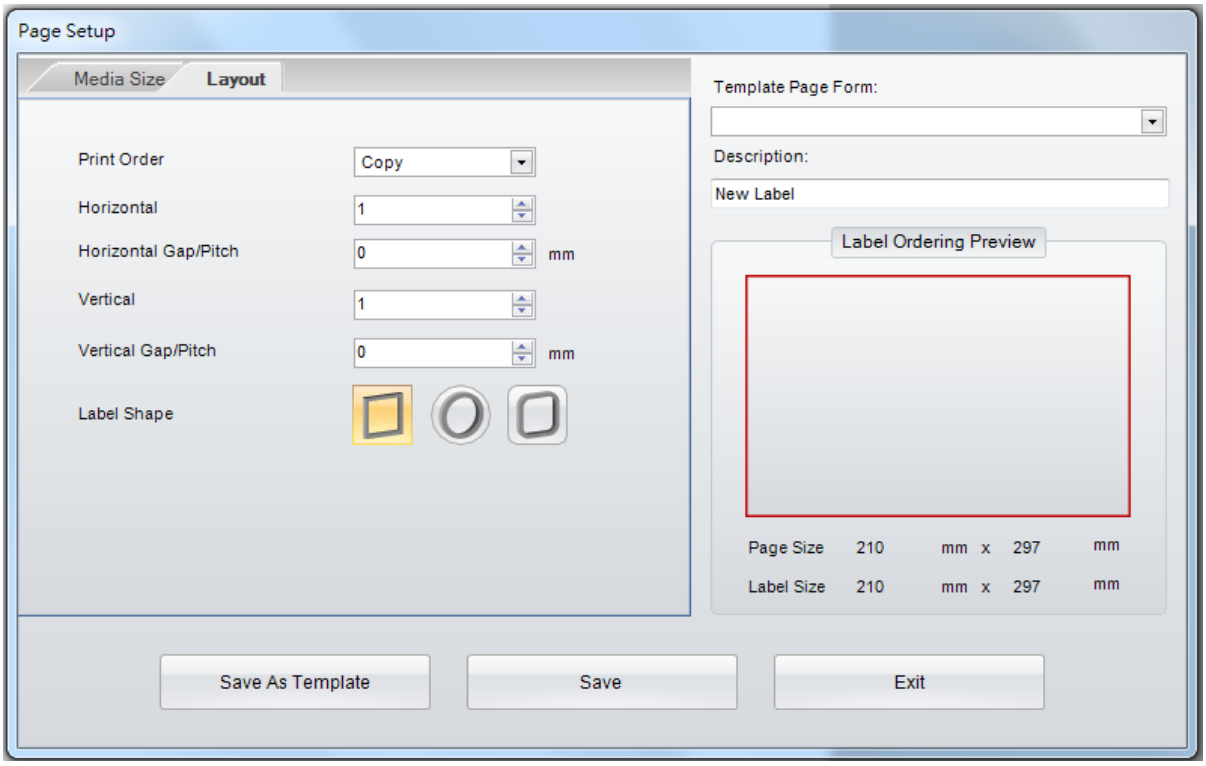


4.4 Select Label Size and Media Type

- Click the icon on the Generic Tool Set
- The label parameters are definable, included “page width”, “Page Height”, ”Left/Right Margin” and “Top/Bottom Margin”
  - ➢ The label can be saved as a “self-defined label” by key-in the label name in the column field of “Description” and click “Save as Template” then. In next times when GoLabel PDF startup, user can select the previous saved ““self-defined label” in the pull down column field of “Template Page Form”



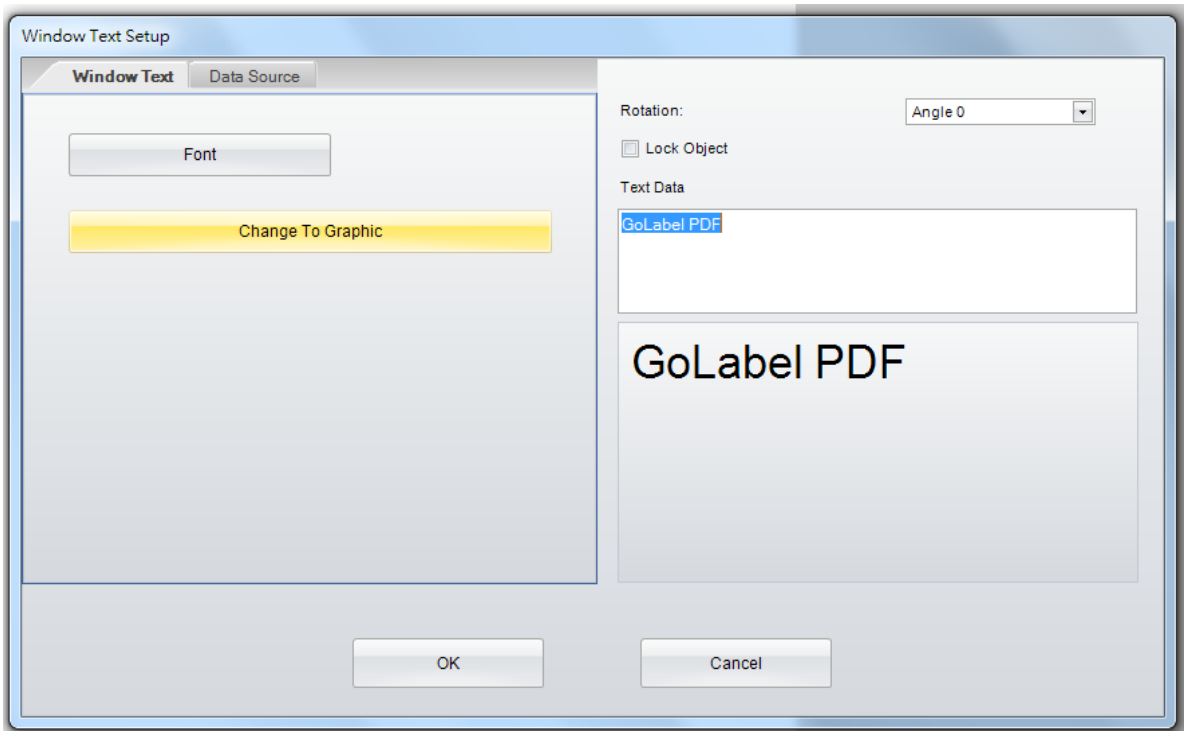
- Choose Media Layout
  - Print Order: Label Printing Order is selectable by Copy, Left to Right or Top to Bottom
  - Horizontal: Label is divided and making them in horizontal layout
  - Vertical: Label is divided and making them in vertical layout
  - Horizontal Gap/Pitch: to define the horizontal gap width between the labels
  - Vertical Gap/Pitch: to define the vertical gap width between the labels
  - Label Shape: Three Label outer shape is selectable
  - Move cursor to inside of “Label Ordering Preview” area and click it, then the label shape and order can be changed immediately for user preview one by one.



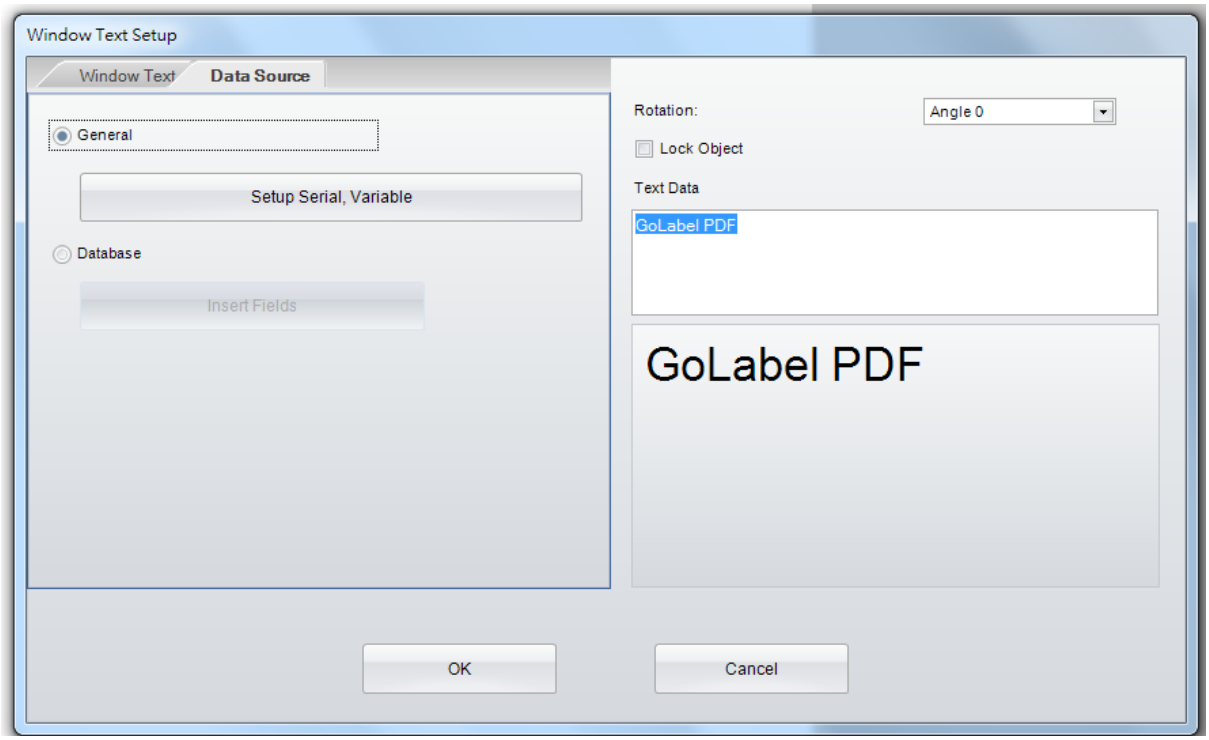
4.5 Using the Fonts Provided by Windows

GoLabel PDF supports Windows Fonts but has some limitations due to these fonts is created truly by dot-matrix not like other fronts that built-in on printer. So, it may print slowly if selected too many Windows Fonts in the labels. Besides, the text stream on the label with these Windows Fonts is not be able linking to database, serial number for counting and variable for calculation, etc.

- Select “Text” in left side of screen, and then click icon in the “Object Too Set”, move cursor to the location that “Window Text” will be located and click left key again.
- In the “Window Text Setup” dialog, click the “Font” it will pop up a sub-dialog for the font type and size selection. It also can be rotated, and changed (converted) to graphic.
- In case it “Changed to Graphic”, then the text will convert to “Graphic Object” and then download to printer memory. This will helpful speed up the put-through-time, but it can’t be editing anymore when it has been changed to Graphic.



- In the sub dialog “Data Source”, user can select where the text data going to come from - “General” or “Database”
  - General: it select where the “Data Source” of text is coming from, which will pop up a “self-defining table” that user can define the text stream with serial, variable.
  - Database: There are six databases (SQL, Access, Oracle, Excel, Txt, DBF) can be adopting when user selected database in “Data Source” sub-dialog. In fact, it also can be created by the icon “Database Query” in “Generic Tool Set”.
  - The detail of how to define serial number, variable and database, please refer to both paragraphs “Variable and Serial Number” and “Database” in the chapters 5.1 to 5.4

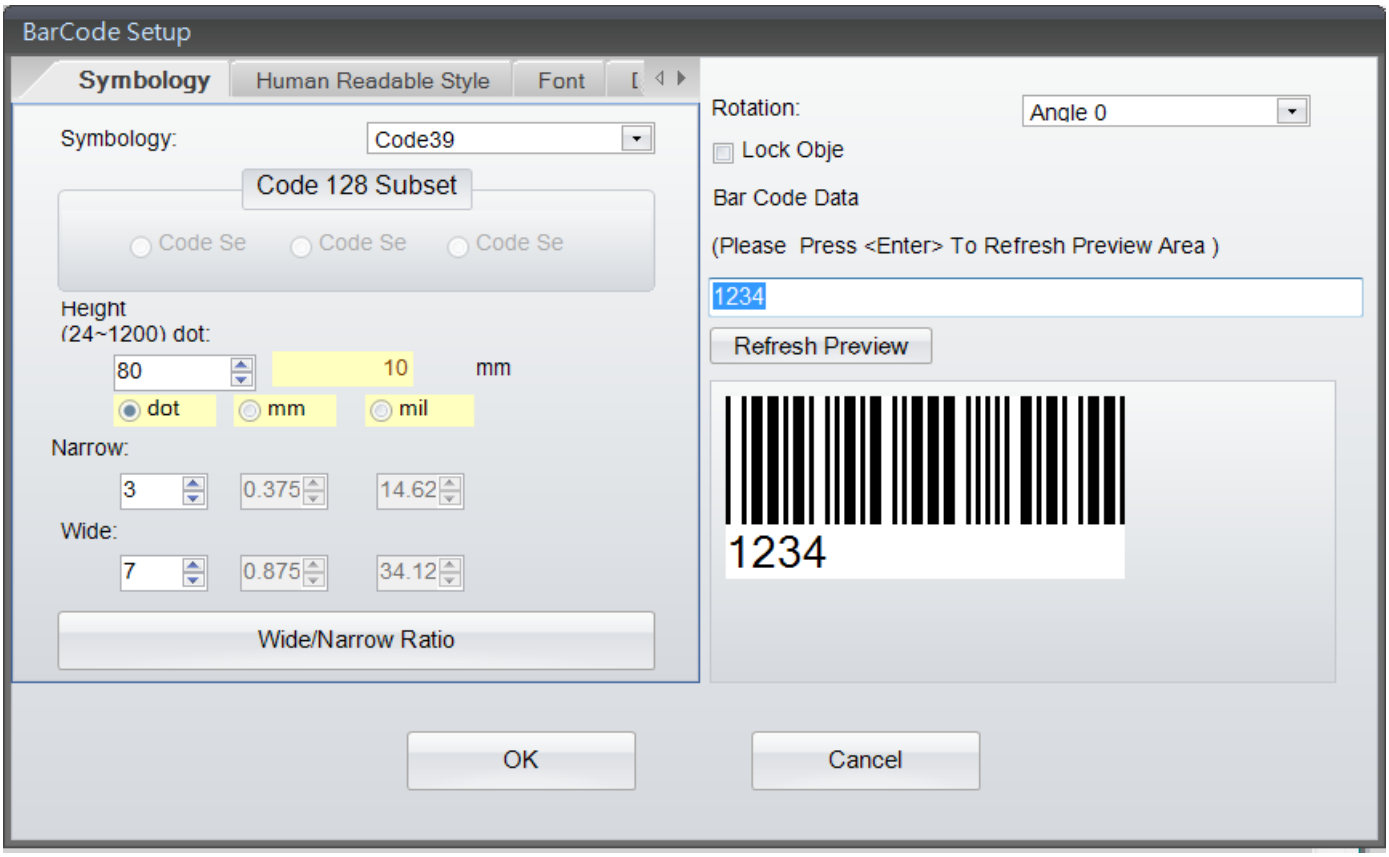


4.6 Create a Barcode

4.6.1 Create 1D Barcode

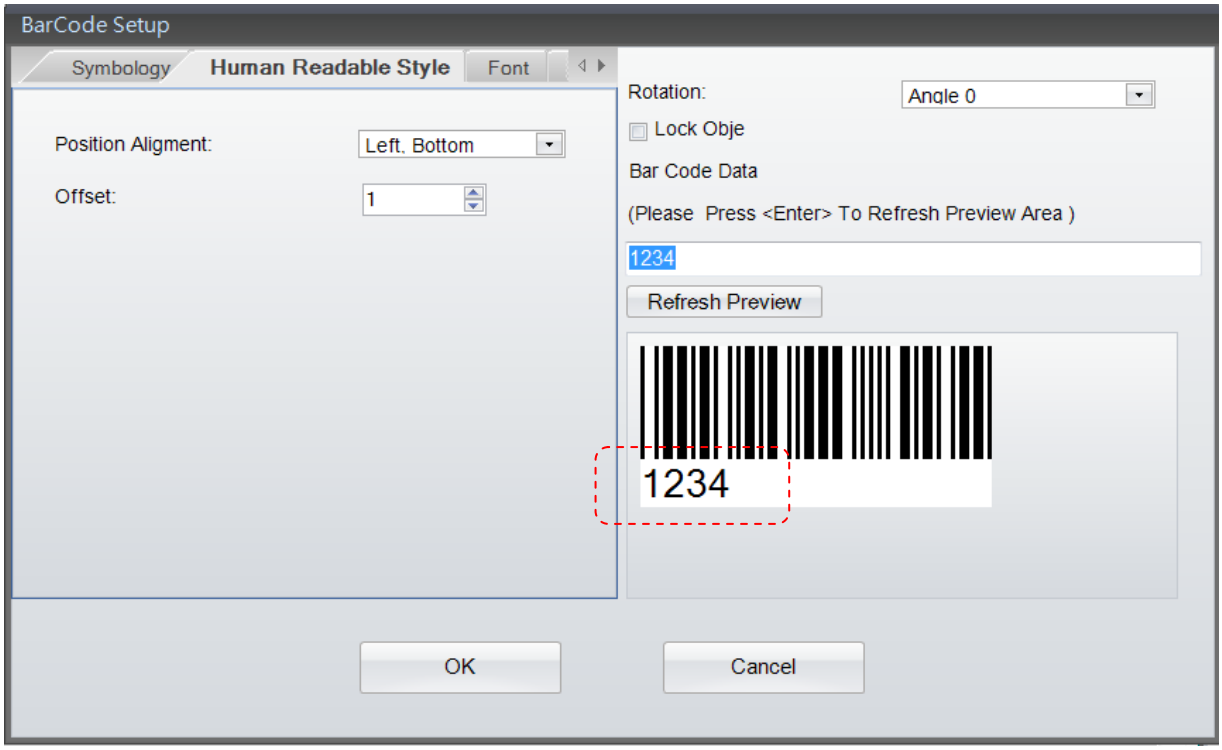
1) Symbology

- Select “Barcode” in the left side of screen, and then click the icon of the “Object Too Set”, and move cursor to the location that “1D Barcode” will be located and click left key again.
- There are four sub-dialogs in the “Barcode Setup” – Symbology, Human Readable Style, Font and Data Source
- In the Symbology sub-dialog, choose barcode type first and then define its Height, Narrow, Width, and Width/Narrow Ratio. Be sure to design a corrective barcode for scanner reading.
- The barcode also can be rotated from 0, 90, 180- and 270 degree. A field of “Bar Code Data” may key-in by users themselves.
- After the completed of definition the Barcode, please click “Refresh Preview” to preview the designing Barcode, or press “Enter Key” while you key-in the data to the field of “Bar Code Data”
- There are many documents on the web or book story can be reference if someone is no idea how to design the 1D barcode.



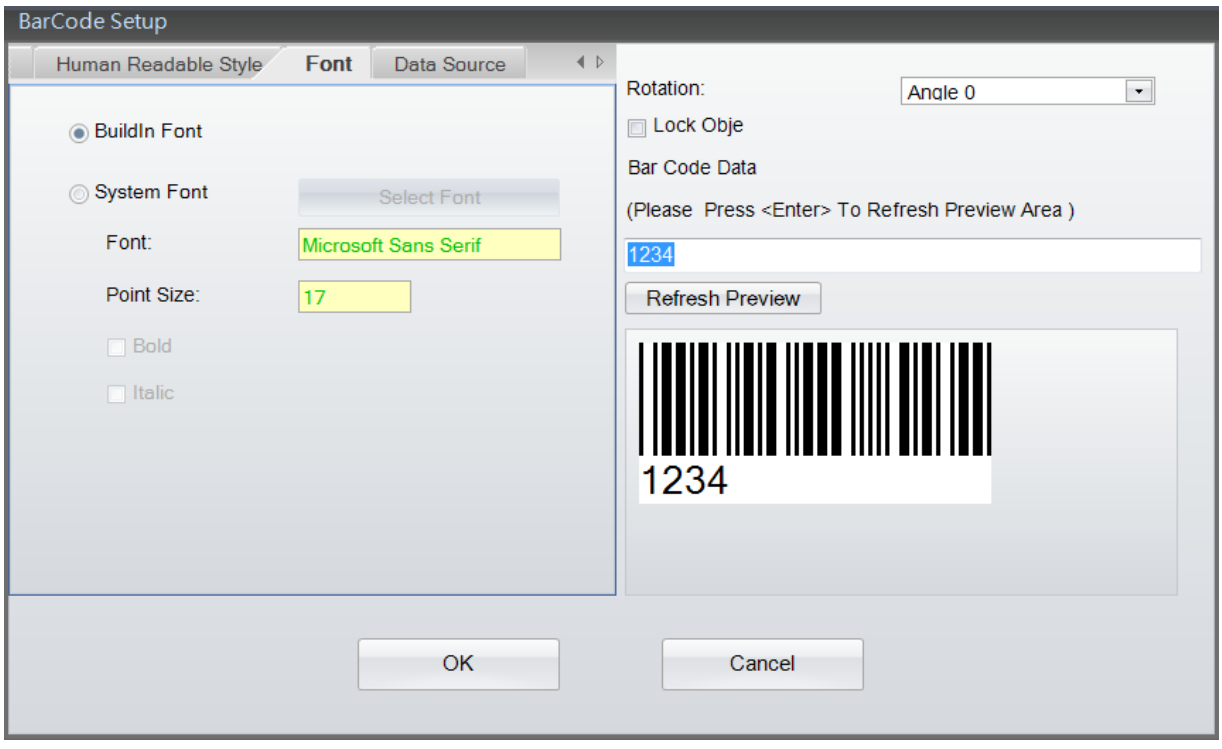
2) Human Readable Style

- Click and enter to sub-dialog “Human Readable Style”, to select “Position Alignment” and “Offset” that decides where the position of “TEXT” to be alignment, which also will update the display on “Preview” window.



3) Font

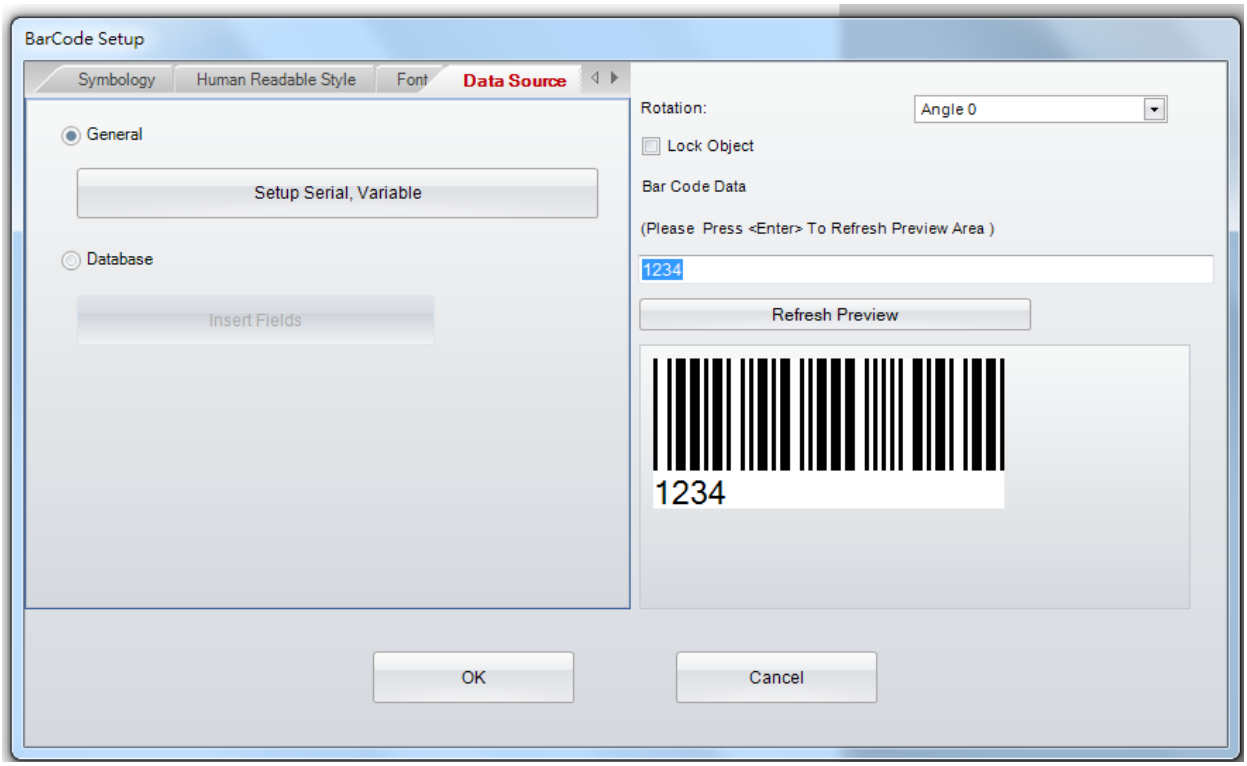
Click and enter into sub-dialog “Font”, to define the font size, type and font, etc.



4) Data Source

In the sub dialog “Data Source”, user can select where the data source will be linked to Barcode - “General” or “Database”

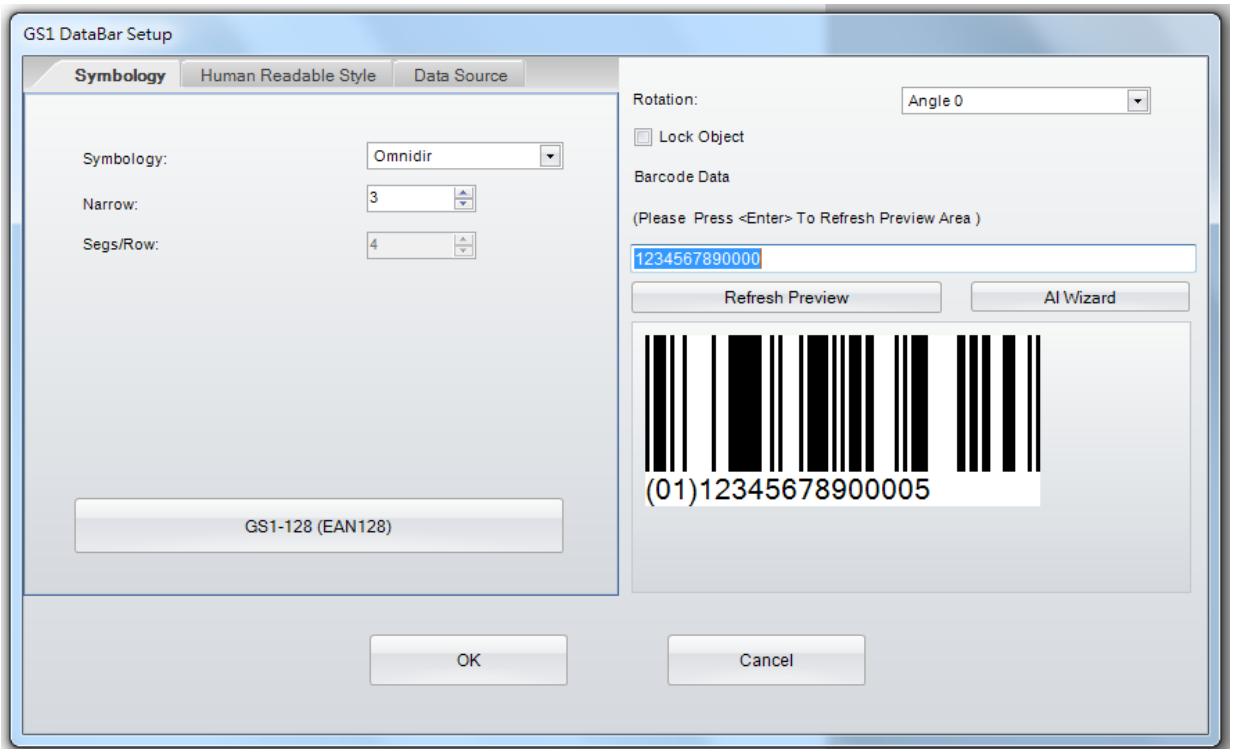
- General: it select where the “Data Source” of Barcode is coming from, which will pop up a “self-defining table” that user can define the text stream with serial, variable.
- Database: There are six databases (SQL, Access, Oracle, Excel, Txt, DBF) can be adopting when user selected database in “Data Source” sub-dialog. In fact, it also can be created by the icon “Database Query” in “Generic Tool Set”.
- The detail of how to define serial number, variable and database, please refer to both paragraphs “Variable and Serial Number” and “Database” in the chapters 5.1 to 5.4



4.6.2 Create GS1 DataBar

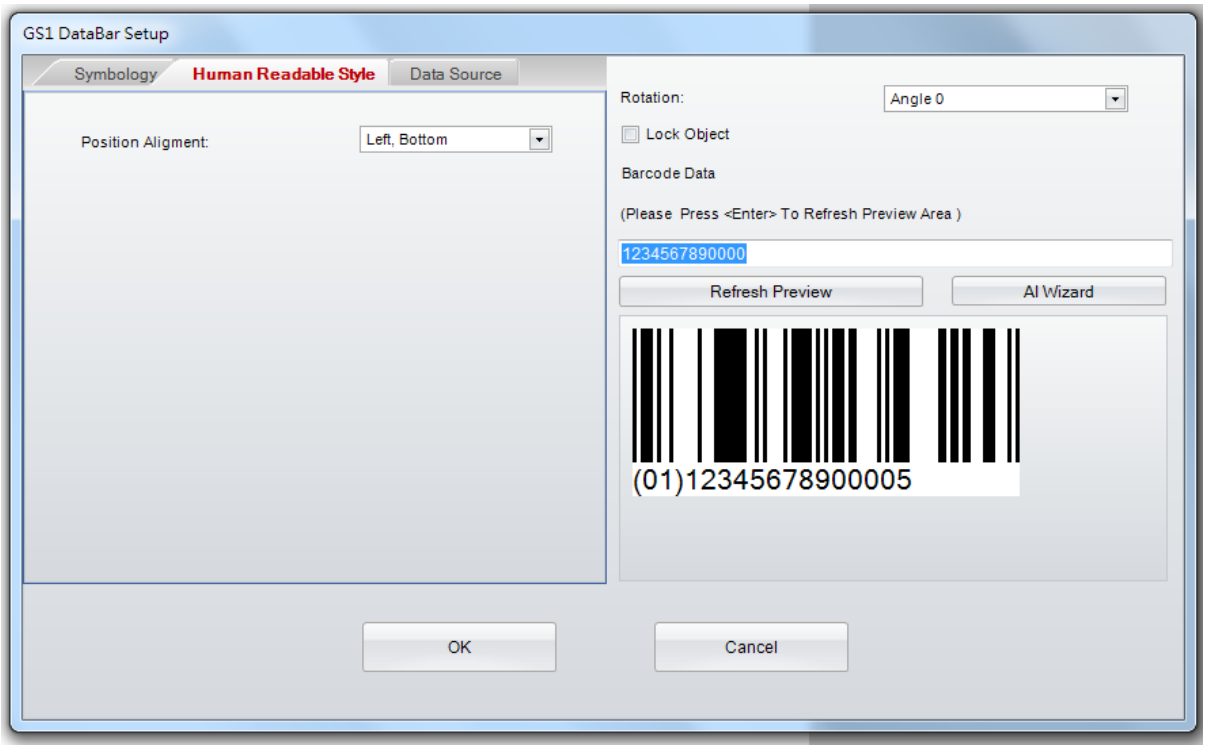
1) Symbology

- Select “Barcode” in left side of screen, then click the icon in the “Object Too Set”, and move cursor to the location that “GS1 Databar” will be located and click left key again.
- There three sub-dialogs in the “GS1 Databar Setup” – Symbology, Human Readable Style and Data Source
- In the Symbology sub-dialog, choose the type of GS1 Databar first and then define its Height, Narrow and Segs/Row then. Be sure to design a corrective GS1 Databar for scanner reading.
- The GS1 Databar also can be rotated from 0, 90, 180- and 270 degree. A field of “Bar Code Data” may key-in by users themselves.
- After the completed of definition the GS1 Databar, please click “Refresh Preview” to preview the designing GS1 Databar, or press “Enter Key” while the data is completed key-in to the field of “Bar Code Data”
- There are many documents on the web or book story can be reference if someone is no idea how to design the GS1 Databar.



2) Human Readable Style

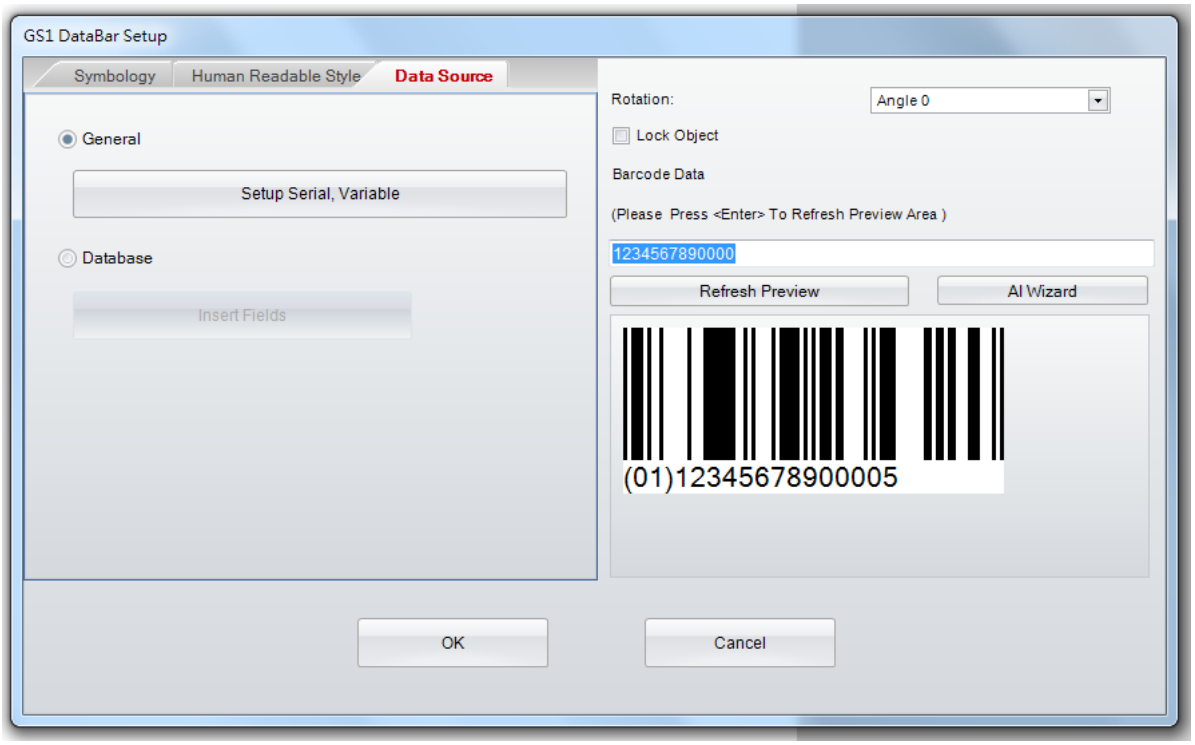
- Click and enter to sub-dialog “Human Readable Style”, to select “Position Alignment” that decides where the position of “TEXT” to be alignment, which also will update the display on “Preview” window.



3) Data Source

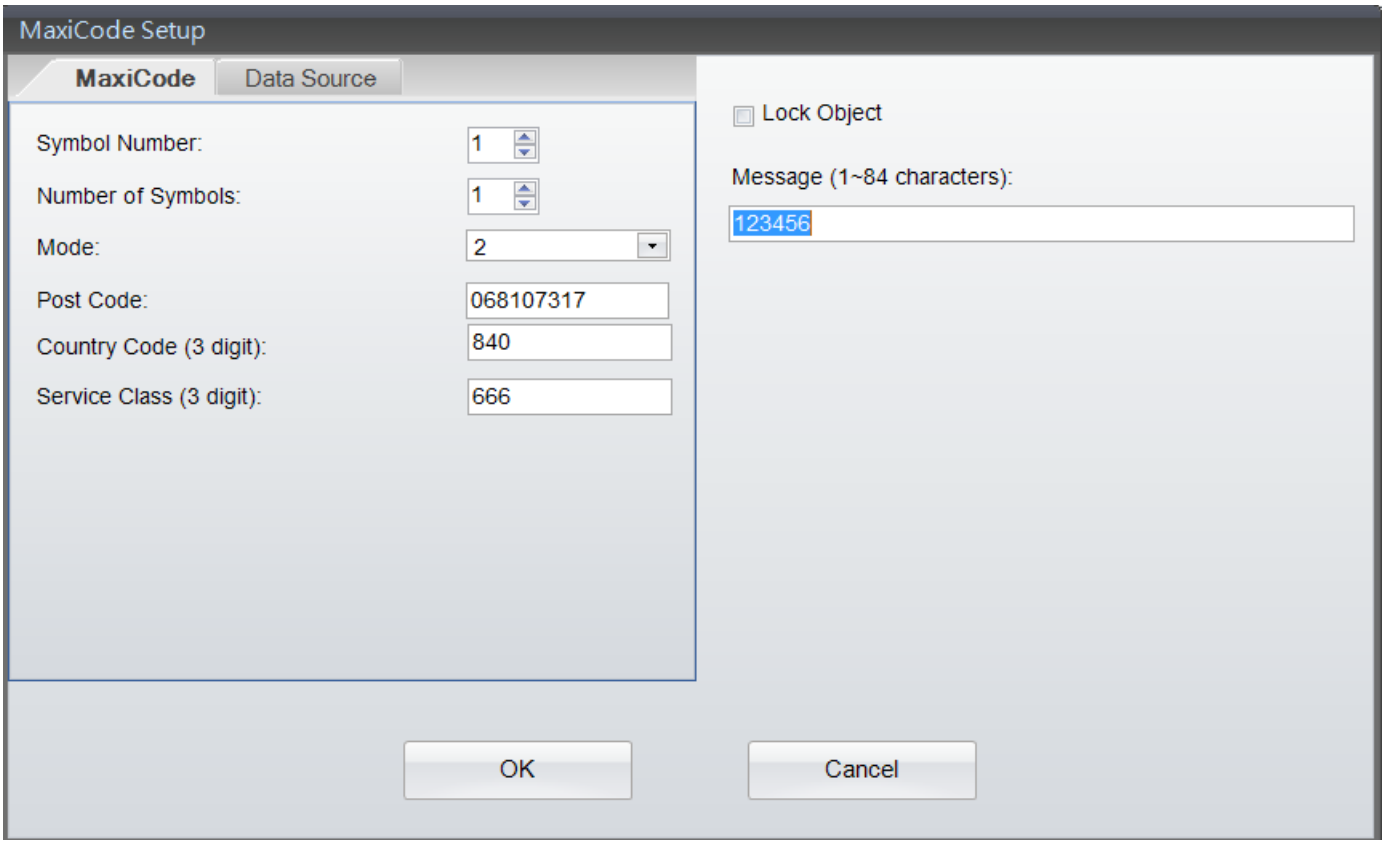
In the sub dialog “Data Source”, user can select where the GS1 Databar going to come from - “General” or “Database”

- General: it select where the “Data Source” of GS1 Databar is coming from, which will pop up a “self-defining table” that user can define the text stream with serial, variable.
- Database: There are six databases (SQL, Access, Oracle, Excel, Txt, DBF) can be adopting when user selected database in “Data Source” sub-dialog. In fact, it also can be created by the icon “Database Query” in “Generic Tool Set”.
- The detail of how to define serial number, variable and database, please refer to both paragraphs “Variable and Serial Number” and “Database” in the chapters 5.1 to 5.4



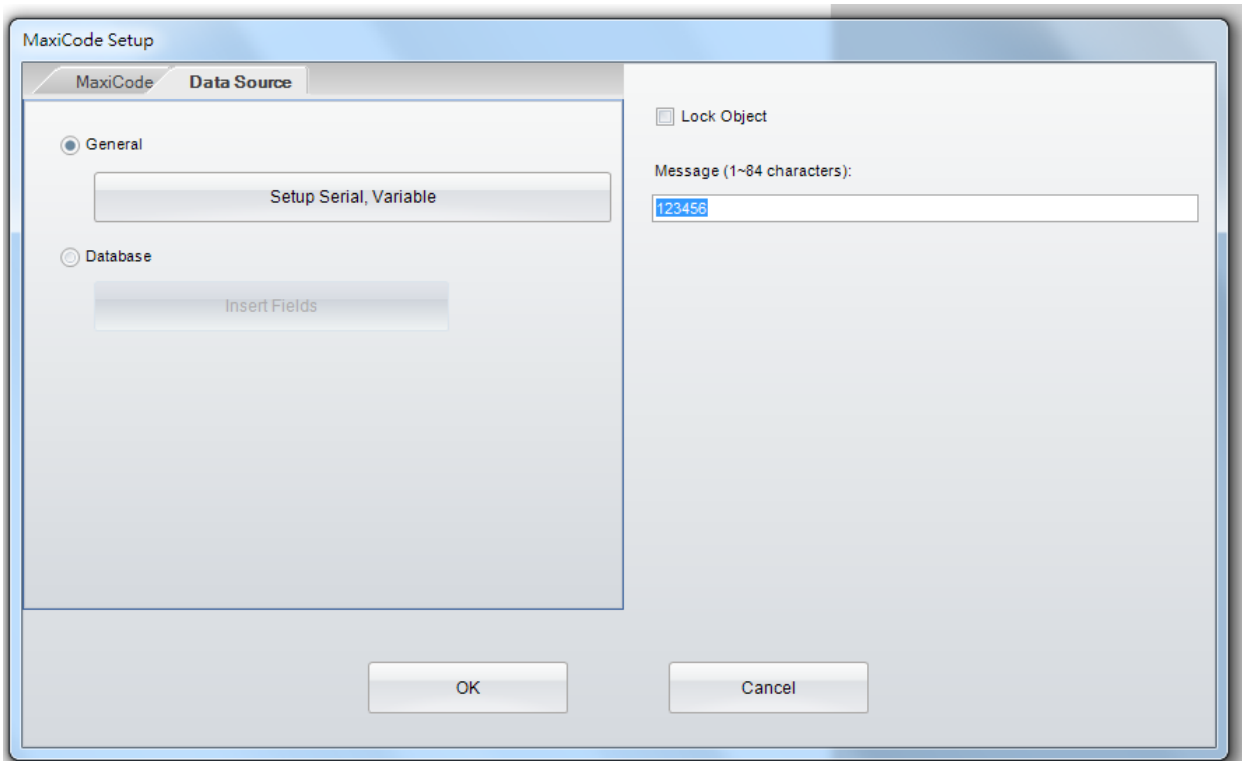
4.6.3 Create MaxiCode

- Select “Barcode” in left side of screen, then click the icon for Maxicode creating
- Move cursor to the location where the Maxicode will be creating, and press left key of mouse then
- It will pop up a dialog below, please Key-in and select the parameters of Maxicode



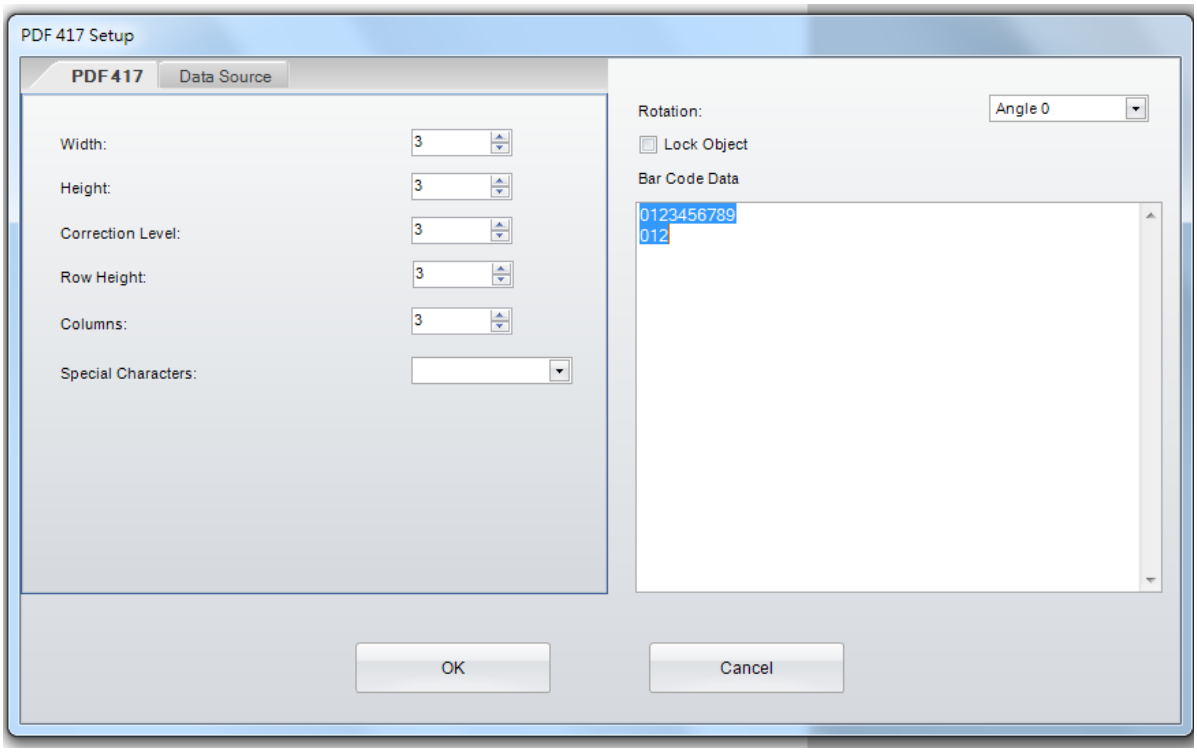
In the sub dialog “Data Source”, user can select where the Maxicode going to come from - “General” or “Database”

- General: it select where the “Data Source” of Maxicode is coming from, which will pop up a “self-defining table” that user can define the text stream with serial, variable.
- Database: There are six databases (SQL, Access, Oracle, Excel, Txt, DBF) can be adopting when user selected database in “Data Source” sub-dialog. In fact, it also can be created by the icon “Database Query” in “Generic Tool Set”.
- The detail of how to define serial number, variable and database, please refer to both paragraphs “Variable and Serial Number” and “Database” in the chapters 5.1 to 5.4



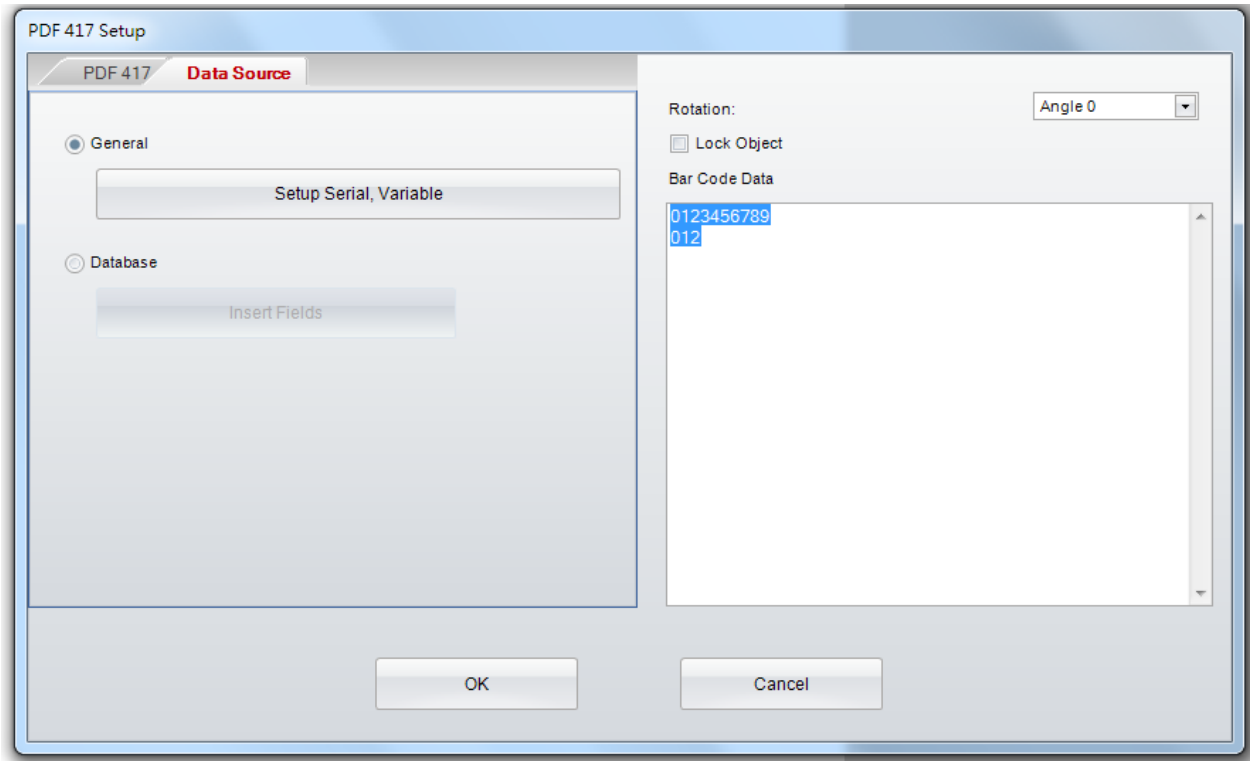
4.6.4 Drawing PDF417

- Select “Barcode” in left side of screen, then click the icon for PDF417 creating
- Move cursor to the location where the PDF417 will be creating, and press left key of mouse then
- It will pop up a dialog below, please Key-in and select the parameters of PDF417



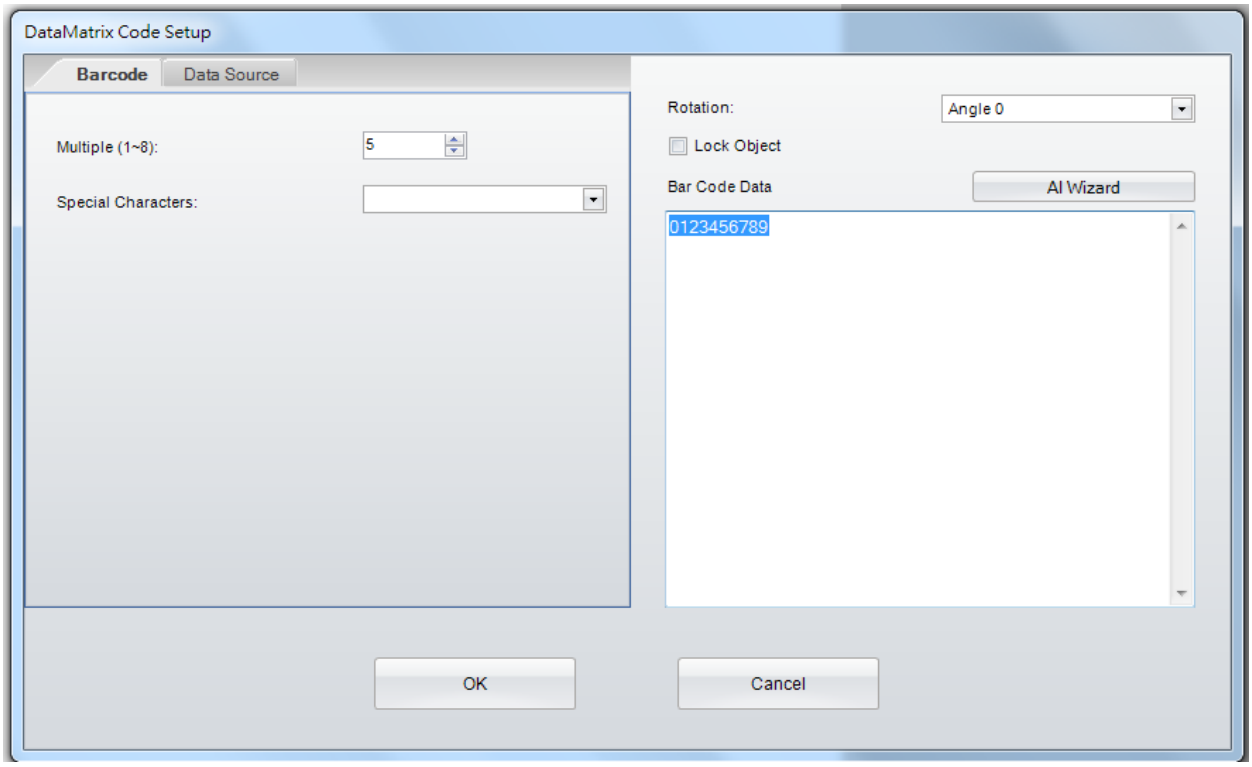
In the sub dialog “Data Source”, user can select where the PDF417 going to come from - “General” or “Database”

- General: it select where the “Data Source” of PDF417 is coming from, which will pop up a “self-defining table” that user can define the text stream with serial, variable.
- Database: There are six databases (SQL, Access, Oracle, Excel, Txt, DBF) can be adopting when user selected database in “Data Source” sub-dialog. In fact, it also can be created by the icon “Database Query” in “Generic Tool Set”.
- The detail of how to define serial number, variable and database, please refer to both paragraphs “Variable and Serial Number” and “Database” in the chapters 5.1 to 5.4



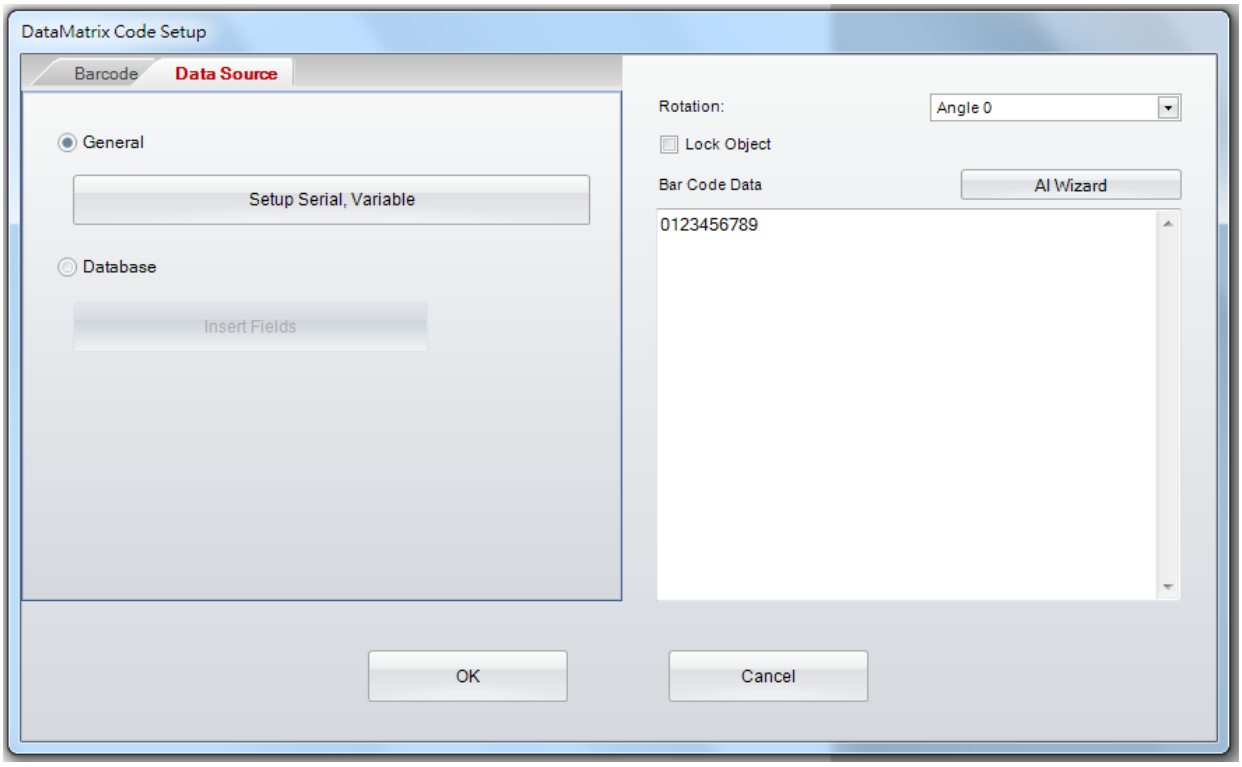
4.6.5 Create DataMatrix Code

- Select “Barcode” in left side of screen, then click the icon for DataMatrix creating
- Move cursor to the location where the DataMatrix will be creating, and press left key of mouse then
- It will pop up a dialog below, please Key-in and select the parameters of DataMatrix



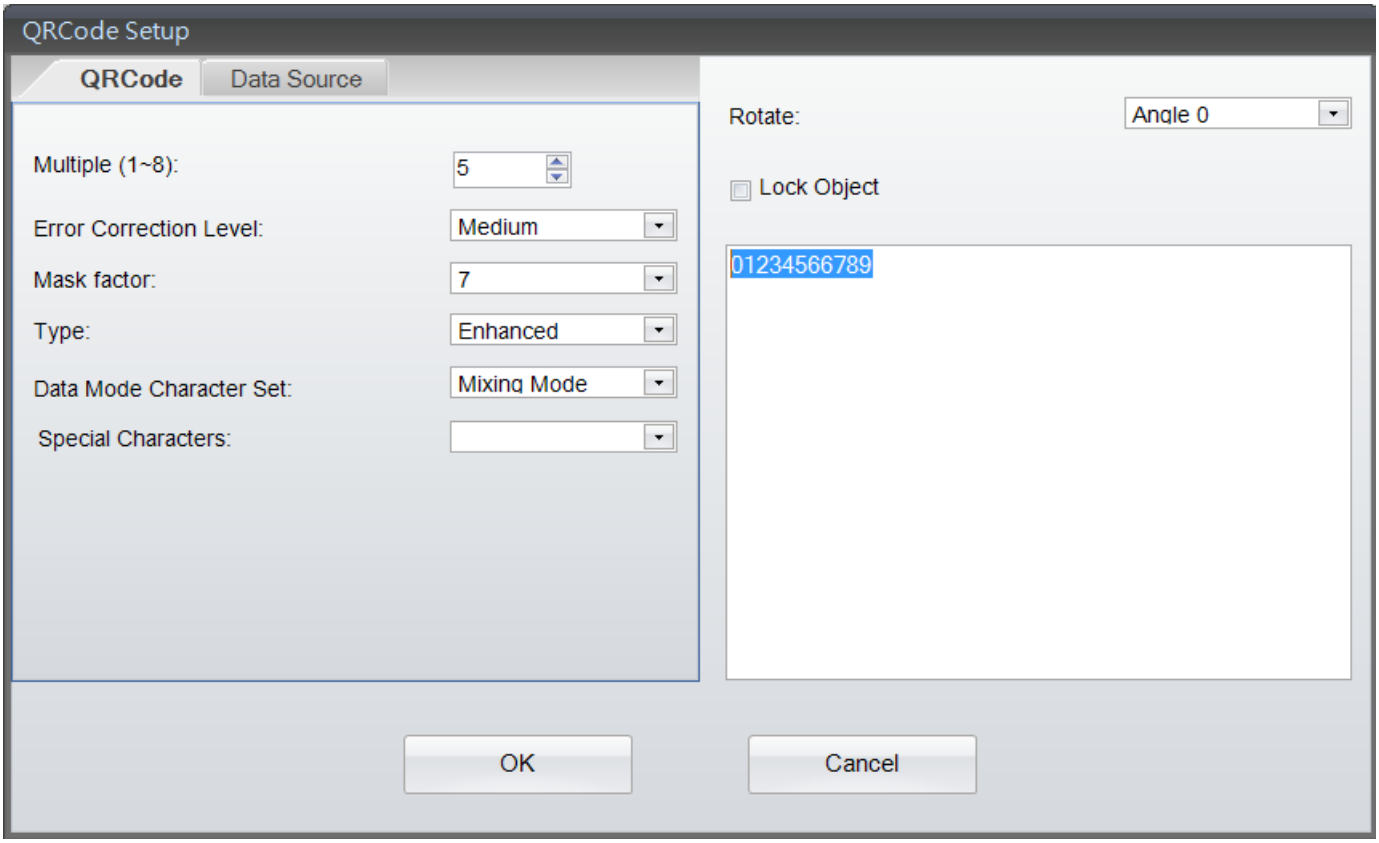
In the sub dialog “Data Source”, user can select where the DataMatrix going to come from - “General” or “Database”

- General: it select where the “Data Source” of DataMatrix is coming from, which will pop up a “self-defining table” that user can define the text stream with serial, variable.
- Database: There are six databases (SQL, Access, Oracle, Excel, Txt, DBF) can be adopting when user selected database in “Data Source” sub-dialog. In fact, it also can be created by the icon “Database Query” in “Generic Tool Set”.
- The detail of how to define serial number, variable and database, please refer to both paragraphs “Variable and Serial Number” and “Database” in the chapters 5.1 to 5.4



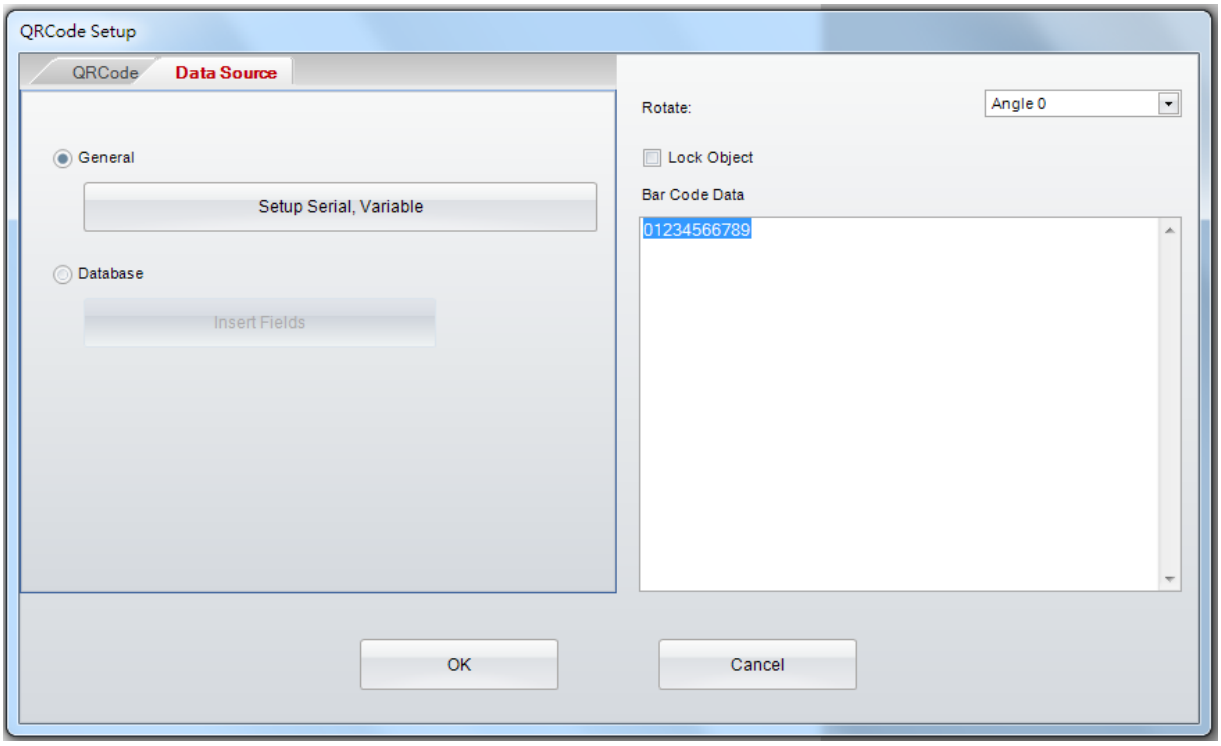
4.6.6 Create QRCode

- Select “Barcode” in left side of screen, then click the icon for QRCodex creating
- Move cursor to the location where the QRCodex will be creating, and press left key of mouse then
- It will pop up a dialog below, please Key-in and select the parameters of QRCodex



In the sub dialog “Data Source”, user can select where the QRCodex going to come from - “General” or “Database”

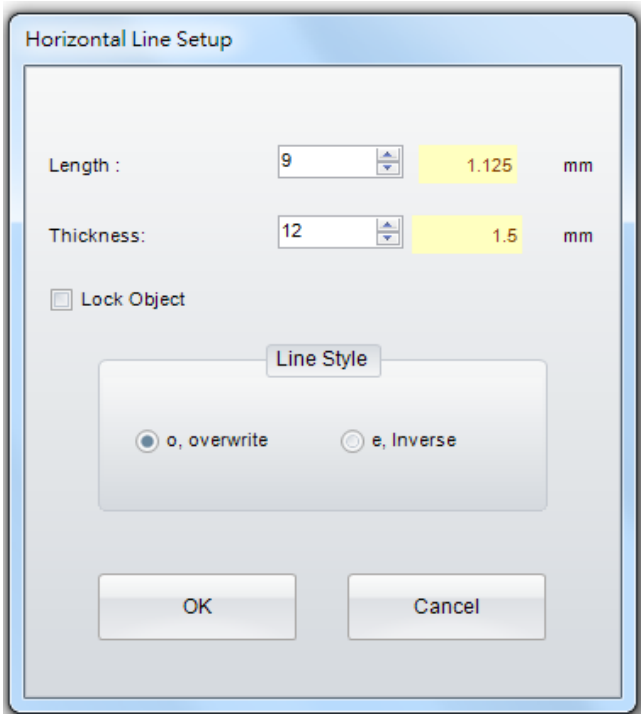
- General: it select where the “Data Source” of QRCodex is coming from, which will pop up a “self-defining table” that user can define the text stream with serial, variable.
- Database: There are six databases (SQL, Access, Oracle, Excel, Txt, DBF) can be adopting when user selected database in “Data Source” sub-dialog. In fact, it also can be created by the icon “Database Query” in “Generic Tool Set”.
- The detail of how to define serial number, variable and database, please refer to both paragraphs “Variable and Serial Number” and “Database” in the chapters 5.1 to 5.4



4.7 Drawing Line, Rectangle and Circle

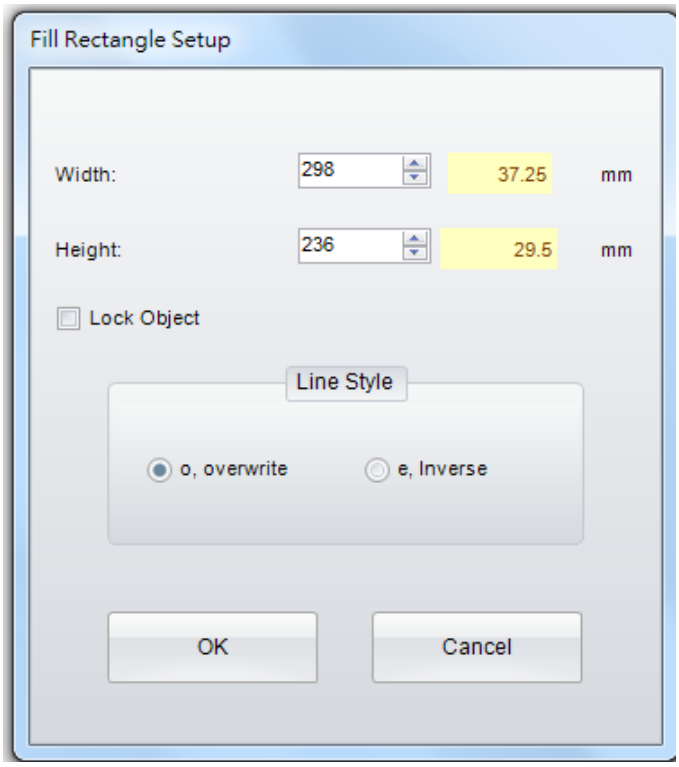
4.7.1 Drawing Line (Horizontal Line, Vertical Line and Oblique Line)

- Select “Shape” in left side of screen, and then click either icon of the drawing tool - Horizontal Line , Vertical Line or Oblique Line .
- Move cursor to the location where the first point of line will be drawing, press left key of mouse and drag it to end point and release it then.
- The object’s location and length are movable and adjustable by mouse with left key dragging while it’s being selected.
- Double click to the line that will pop up a “Setup” dialog for the length and thickness editing



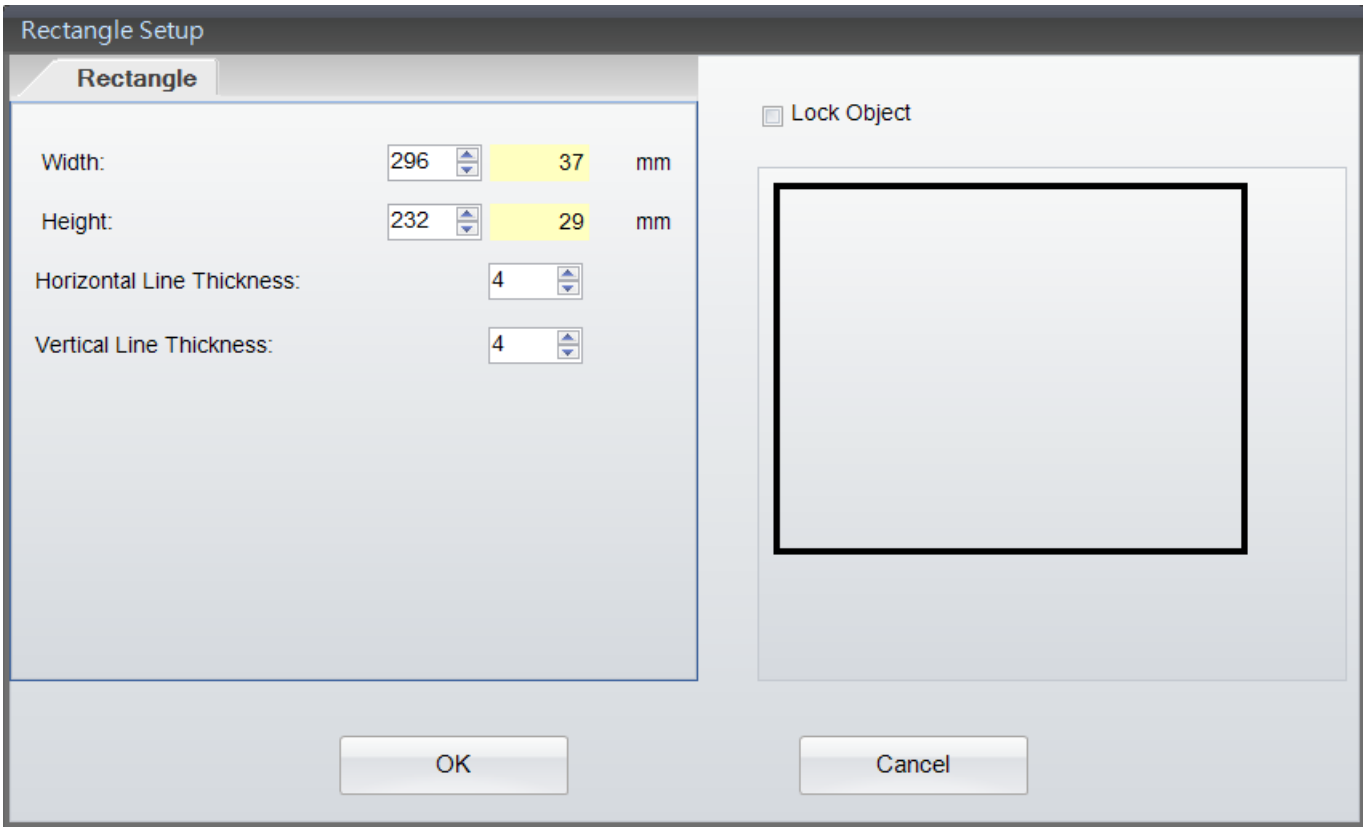
4.7.2 Drawing Filled Rectangle

- Select “Shape” in left side of screen, and then click the icon for filled rectangle drawing
- Move cursor to the location where the first point of rectangle will be drawing, press left key of mouse and drag it to end point and release it then.
- The object’s location, width and height are movable and adjustable by mouse with left key dragging while it’s being selected.
- Double click to the rectangle that will pop up a “Setup” dialog for the width and height editing



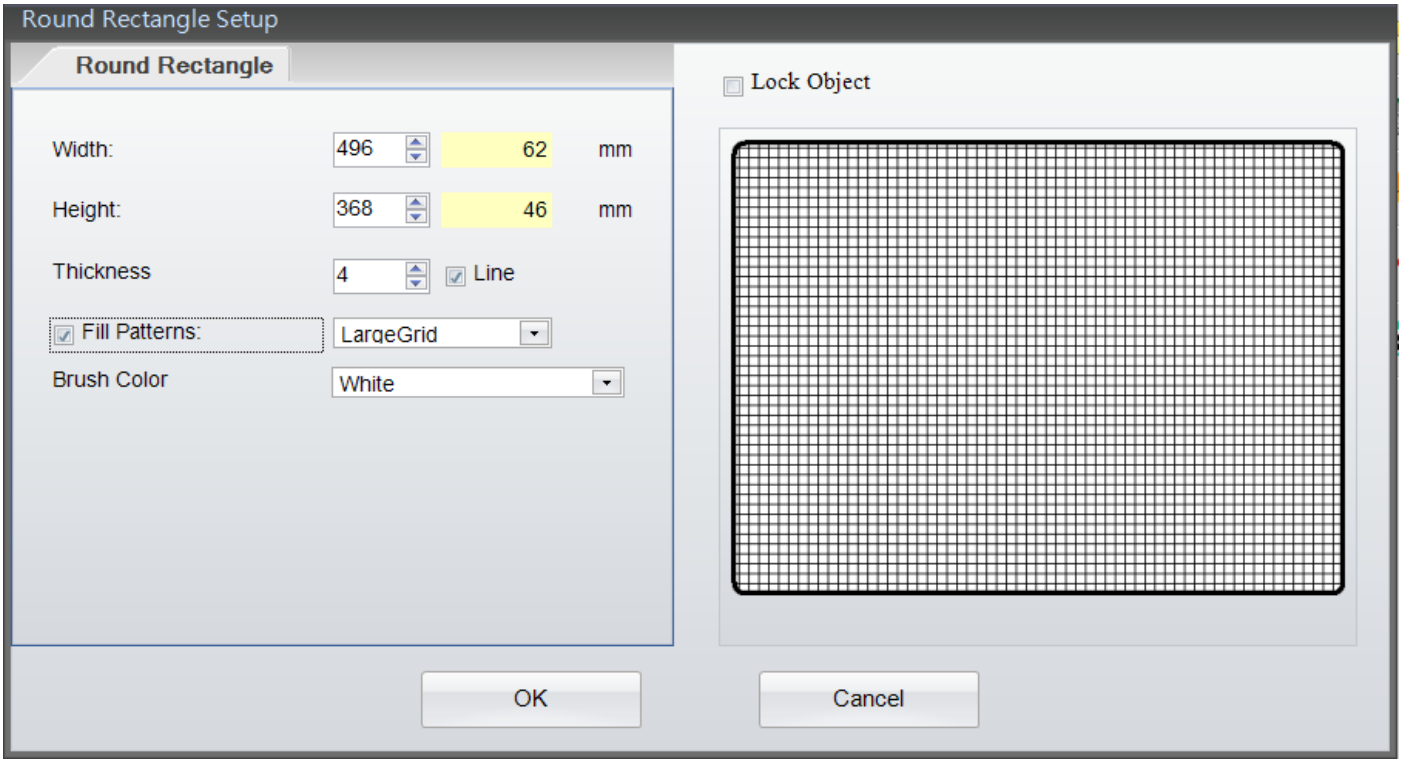
4.7.3 Drawing Box or Rectangle

- Select “Shape” in left side of screen, and then click the icon for box/rectangle drawing
- Move cursor to the location where the first point of box/rectangle will be drawing, press left key of mouse and drag it to end point and release it then.
- The object’s location, width and height are movable and adjustable by mouse with left key dragging while it’s being selected.
- Double click to the box/rectangle that will pop up a “Setup” dialog for the width, height and thickness editing



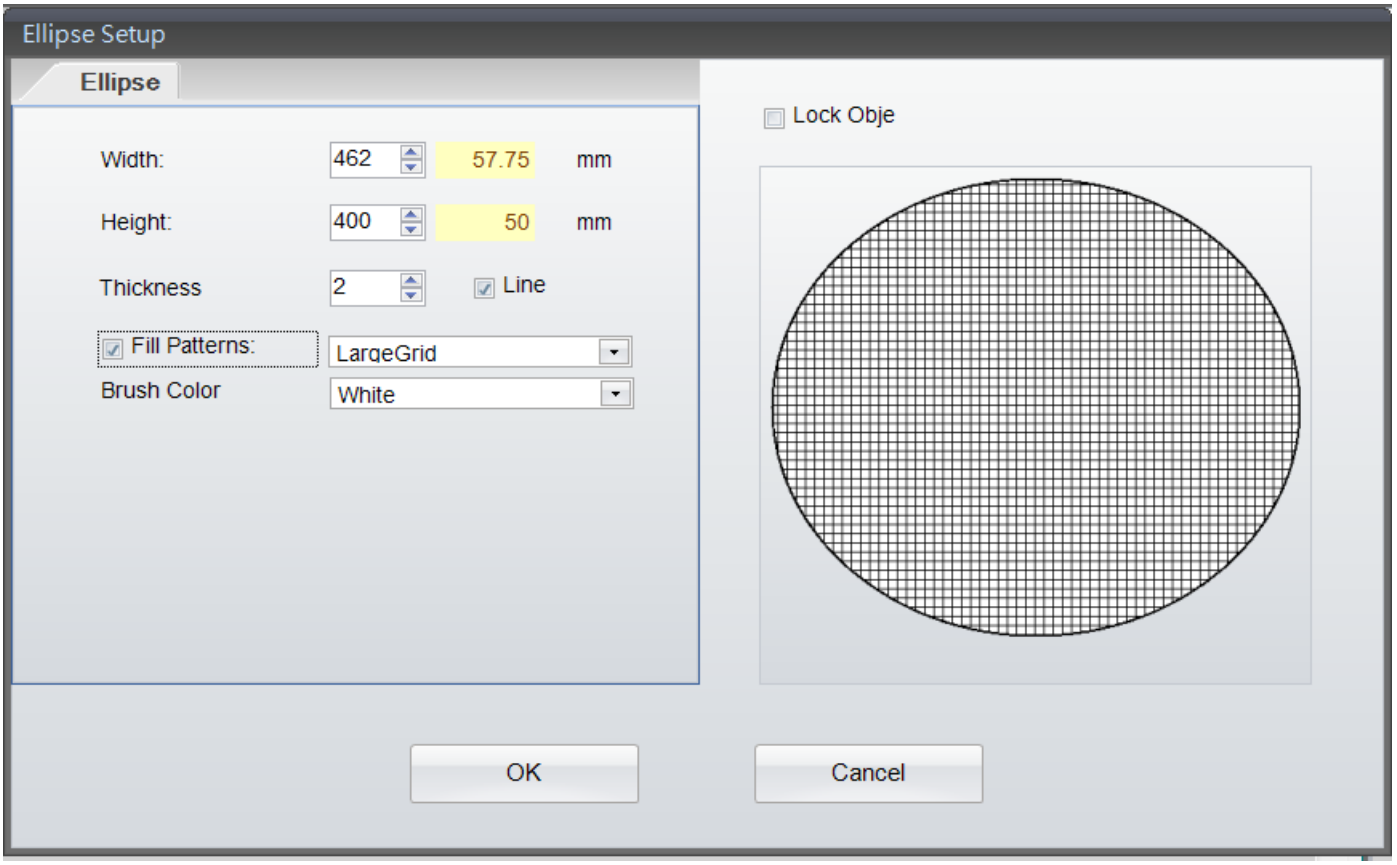
4.7.4 Drawing Rounded Rectangle

- Select “Shape” in left side of screen, and then click the icon for rounded rectangle drawing
- Move cursor to the location where the first point of rounded rectangle will be drawing, press left key of mouse and drag it to end point and release it then.
- The object’s location, width and height are movable and adjustable by mouse with left key dragging while it’s being selected.
- Double click to the rounded rectangle that will pop up a “Setup” dialog for the width, height, thickness, fill pattern and brush color editing



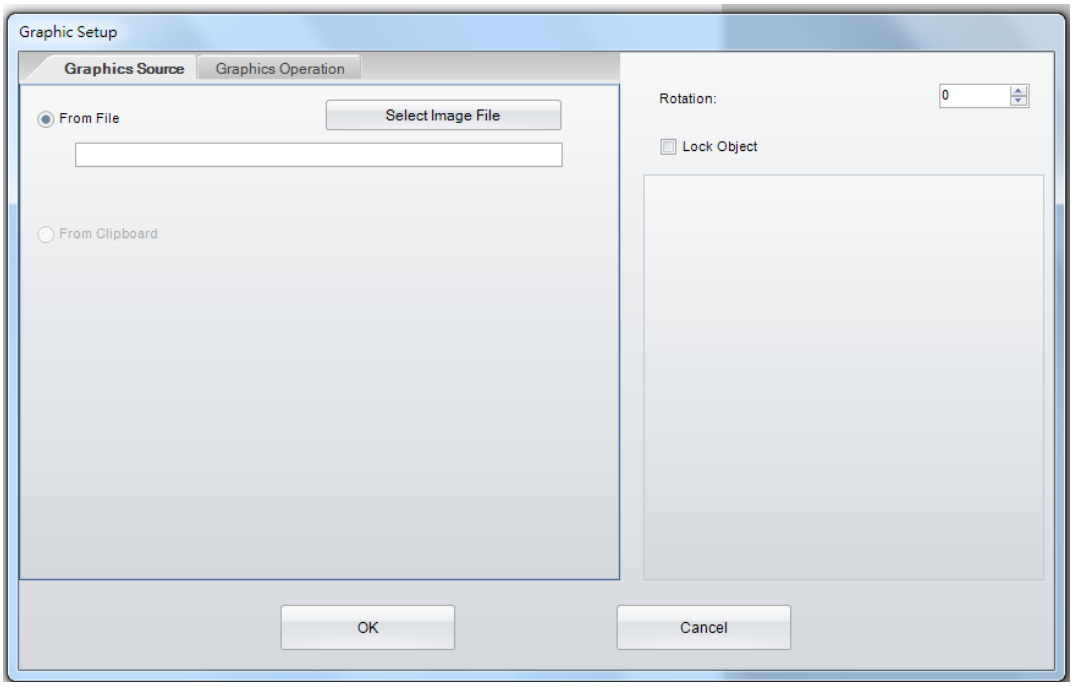
4.7.5 Drawing Circle or Ellipse

- Select “Shape” in left side of screen, and then click the icon for circle/ellipse drawing
- Move cursor to the location where the first point of circle/ellipse will be drawing, press left key of mouse and drag it to end point and release it then.
- The object’s location, width and height are movable and adjustable by the dragging while user presses the left key of mouse on the object when it’s being selected.
- Double click to the circle/ellipse that will pop up a “Setup” dialog for the width, height, thickness, fill pattern and brush color editing

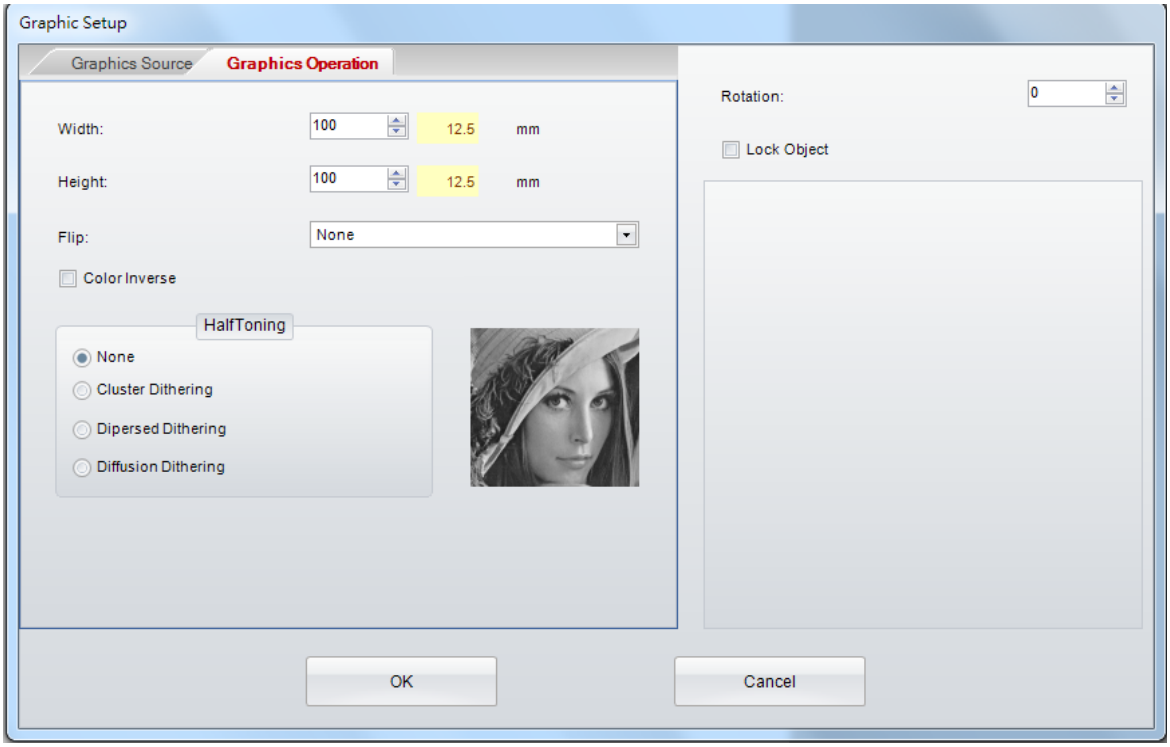


4.8 Create Graphic

- Select “Graphic” in left side of screen, and then click the icon for Graphic creating
- Move cursor to the location where the “Graphic” will be creating, and press left key of mouse then.
- In the Graphic dialog, select “Graphic Source” will pop up a sub-dialog to load graphic/image from either -file.



- In the sub-dialog “Graphic Operation”, the graphic can be defining and/or processing with width, height, rotation angle and color.



4.9 Lock Object

In entire “Object” dialogs, it has a function called “Lock Object” that allowed user to lock the object not for move or modify.

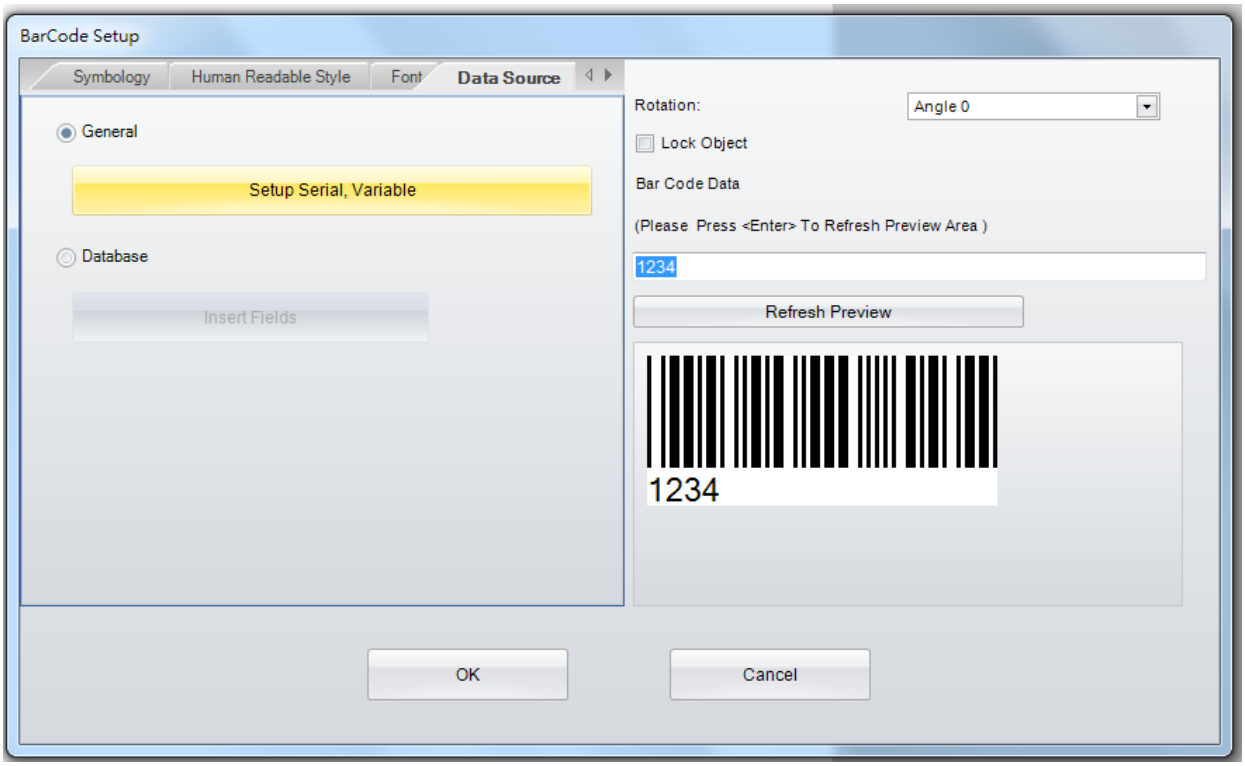
- Select “Lock Object” in the dialog to lock object not be moving or modify.
- If user wants removing a “Lock Object”, please double click “Object” itself, enter the dialog to deselect “Lock Object” this function and choose “OK” to close, then the Object will be unlock.

5. Advance Operation

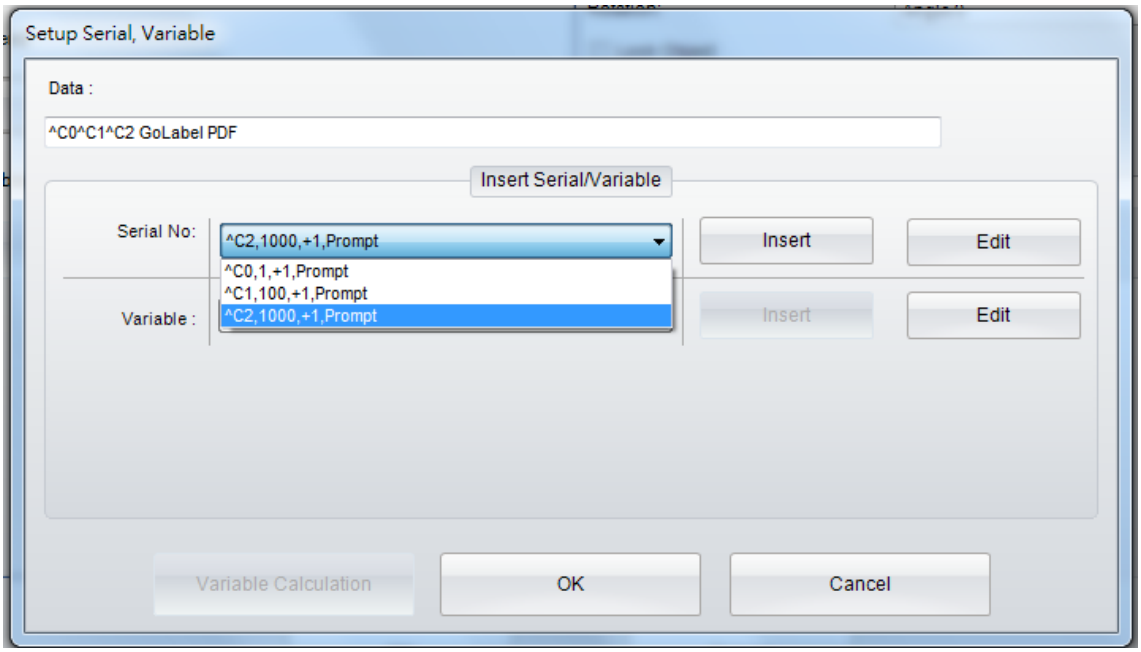
5.1 Using Serial Number

5.1.1 Create Serial Number

In the Barcode of the Object Dialogs, It has a sub-dialog “Data Source” which can choose “General” and then click “Setup Serial, Variable” to open a 3rd level dialog respectively.



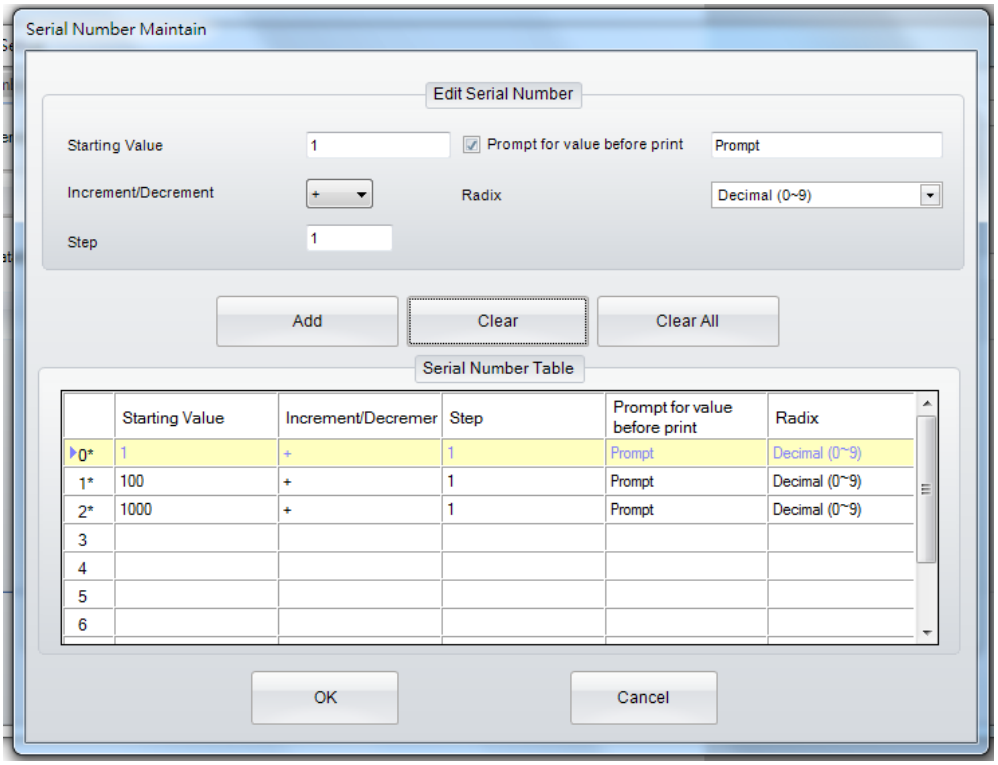
Click “Edit” in the dialog of “Setup Serial, Variable” to open a 4th level dialog “edit Number Maintain”. After Editing, please select which one and click “Insert” to insert serial number to the Object.



- Select the editing column first and click “Add”, key-in its “Starting Value” and other parameters. Repeat this editing to the rest columns and until all the columns of serial number are done.
- “Prompt for value before print” is set, printer will stop and display a “Prompt” message on Printer (Standalone Model only) and waiting for user to enter starting value

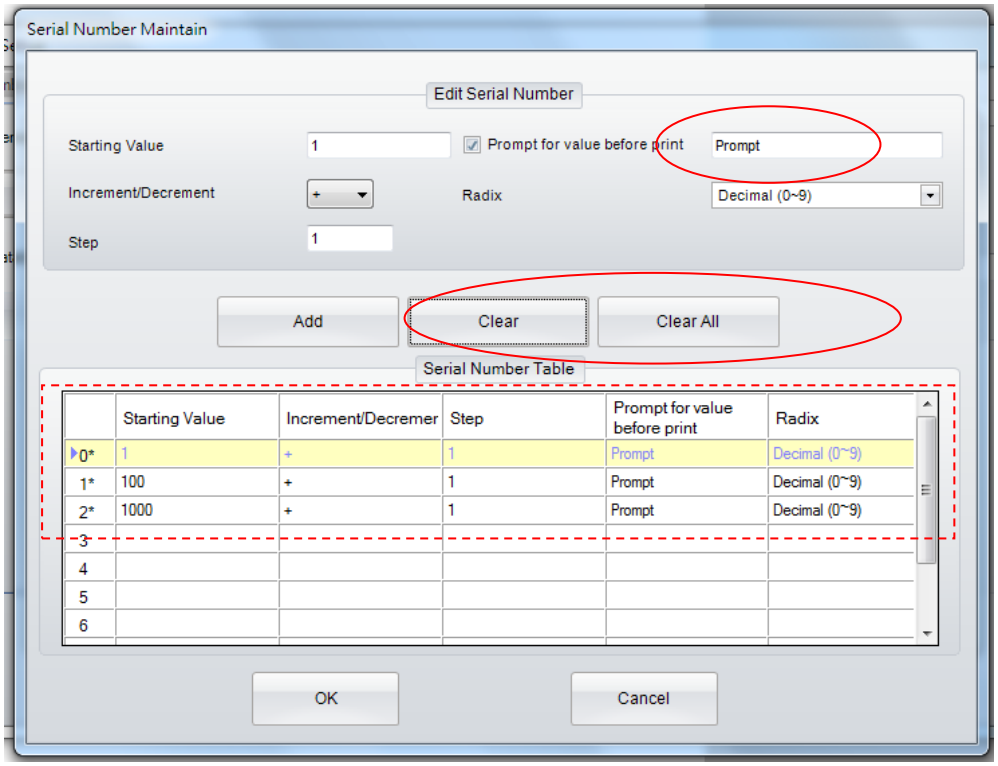
For Example (make three S/N in a text stream “GoLabel PDF” :

- In column 0: Click “Add” first, Set “Starting Value” to 1 and other parameters.
- In column 1: Click “Add” first, Set “Starting Value” to 100 and other parameters.
- In column 2: Click “Add” first, Set “Starting Value” to 1000 and other parameters then click “OK” to close the dialog back to last dialog - “Setup Serial, Variable”
- Hence, it has 3 serial numbers can be selected by the Object of this designing Label.
- Select which on of Serial Number first and click “Insert”, repeat select C0, C1 and C2 then,
- The result is “^C2 ^C1 ^C0 GoLabel PDF”. (A space is manually inserted in between the S/N 0, 1 and2)
- The Print Out is first label “1000 100 1 GoLabel PDF”, second “1001 101 2 GoLabel PDF”, third “1002 102 3 GoLabel PDF”, etc.


Serial Number Maintain
Edit Serial Number
Starting Value
1
Prompt for value before print
Prompt
Increment/Decrement
+
Radix
Decimal (0~9)
Step
1
Add
Clear
Clear All
Serial Number Table
Starting Value
Increment/Decremer
Step
Prompt for value before print
Radix
0* 1 + 1 Prompt Decimal (0~9)
1* 100 + 1 Prompt Decimal (0~9)
2* 1000 + 1 Prompt Decimal (0~9)
3
4
5
6
OK
Cancel

5.1.2 Editing Serial Number

- Double click the Object that the serial number will be modifying.
- The editing procedures are similar to the creating, just select the row that wants to modify and makes the editing directly.
- There are two more icons are reserved for editing. The icon “Clear” – it remove serial number one by one, “Clear All” that deletes all the serial numbers in once.



5.2 Using Variable

5.2.1 Create Variable

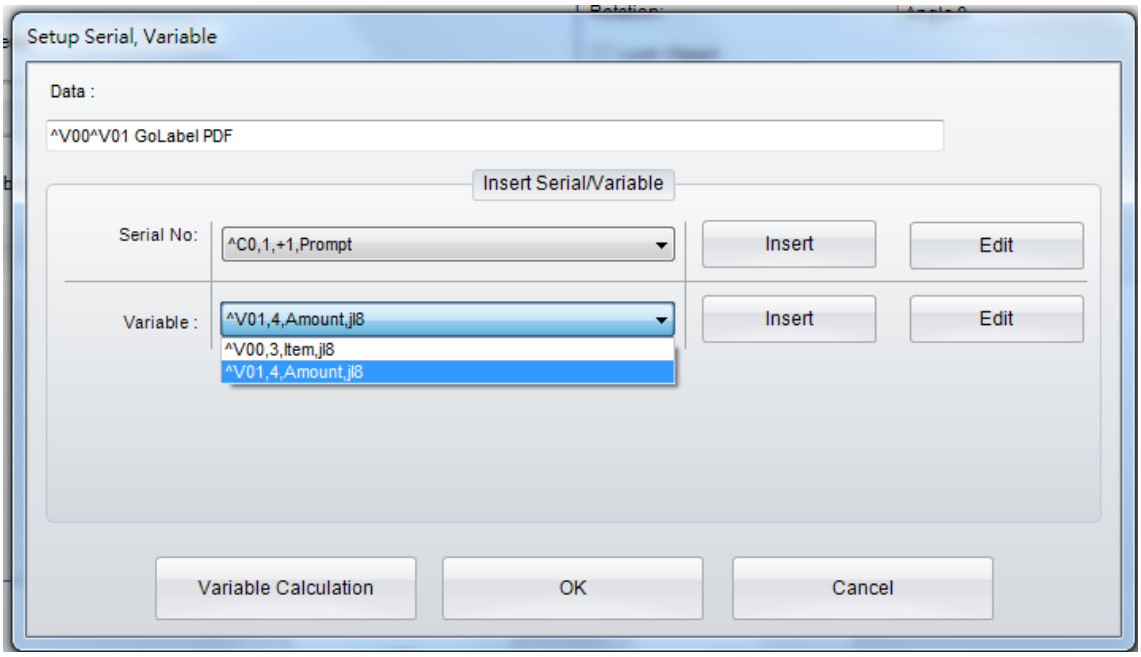
In the Barcode of the Object Dialogs, It has a sub-dialog “Data Source” which can choose “General” and then click “Setup Serial, Variable, Date, Time” to open a 3rd level dialog respectively.

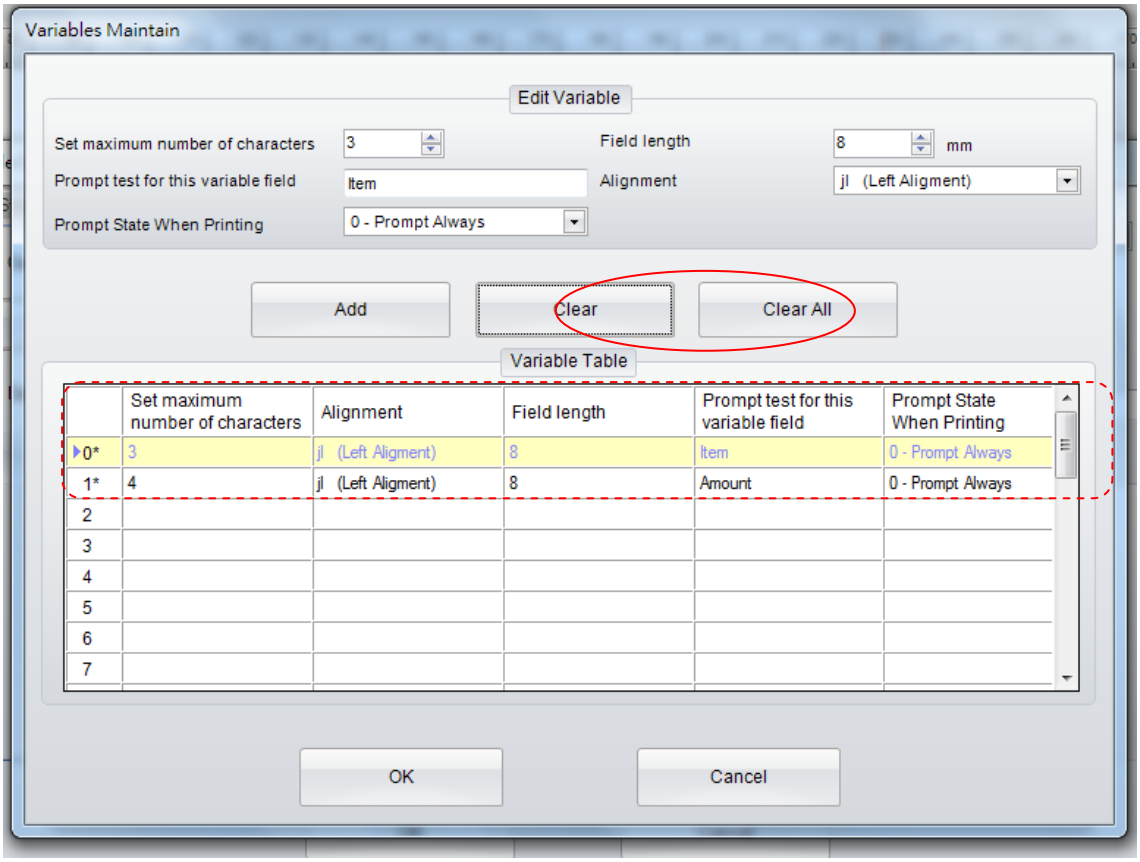
Click “Edit” in the dialog of “Setup Serial, Variable” to open a 4th level dialog - “Edit Variable”. After Editing, please select which one and click “Add” to insert “Variable” to the Object.

- Select the editing column first and click “Add”, key-in its “Set Maximum Number of Character” and other parameters, then click “ADD” to confirm. Repeat this editing to the rest columns and until all the columns of Variable is done.

For Example (make two variables in a text stream “GoLabel PDF”:

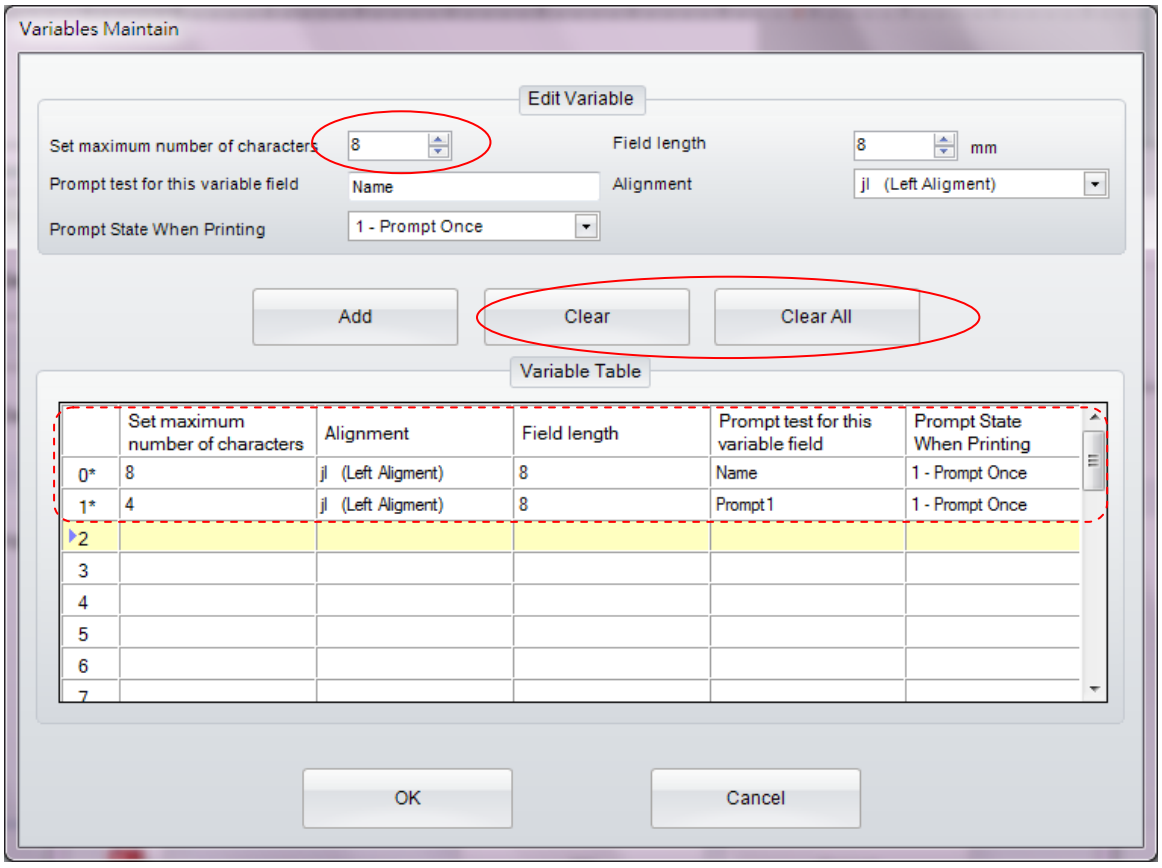
- Select column 0: Set “Set Maximum Number of Character” to 3 and other parameters, then Click “Add”
- Select column 1: Set “Set Maximum Number of Character” to 4 and other parameters, then Click “Add”
- Hence, it has two variables can be selected by the Object of this designing Label.
- Select which one of Variable first and click “Insert”, repeat select V00 and V01 then,
- The result is “^V01 ^V00 GoLabel PDF”. (A space is manually inserted in between the variable 0 and 1)
- The Print Out is depended on what variables are input when prompting, first label “VAR1 VAR GoLabel PDF”, second “var1 var GoLabel PDF”, etc.




Variables Maintain
Edit Variable
Set maximum number of characters
3
Field length
8
mm
Prompt test for this variable field
Item
Alignment
jl (Left Aligment)
Prompt State When Printing
0 - Prompt Always
Add
Clear
Clear All
Variable Table
Set maximum number of characters
Alignment
Field length
Prompt test for this variable field
Prompt State When Printing
0*
3
jl (Left Aligment)
8
Item
0 - Prompt Always
1*
4
jl (Left Aligment)
8
Amount
0 - Prompt Always
2
3
4
5
6
7
OK
Cancel

5.2.2 Editing Variable

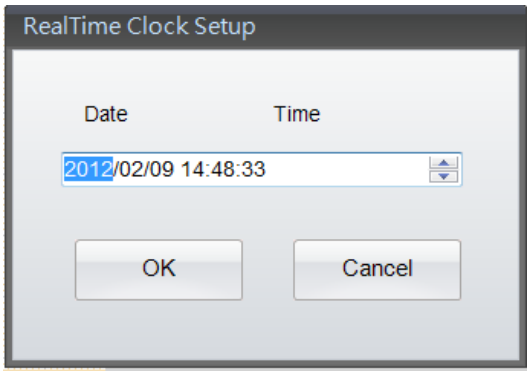
- Double click the Object that the “Variable” will be modifying
- The editing procedures are similar to the creating, just select the row that wants to modify and makes the editing directly.
- There are two more icons are reserved for editing. The icon “Clear” – it removes the selected variable one by one, “Clear All” that deletes all the variables in once.



5.3 Date Time setting

5.3.1 Setting Date/Time to the RTC of Printer

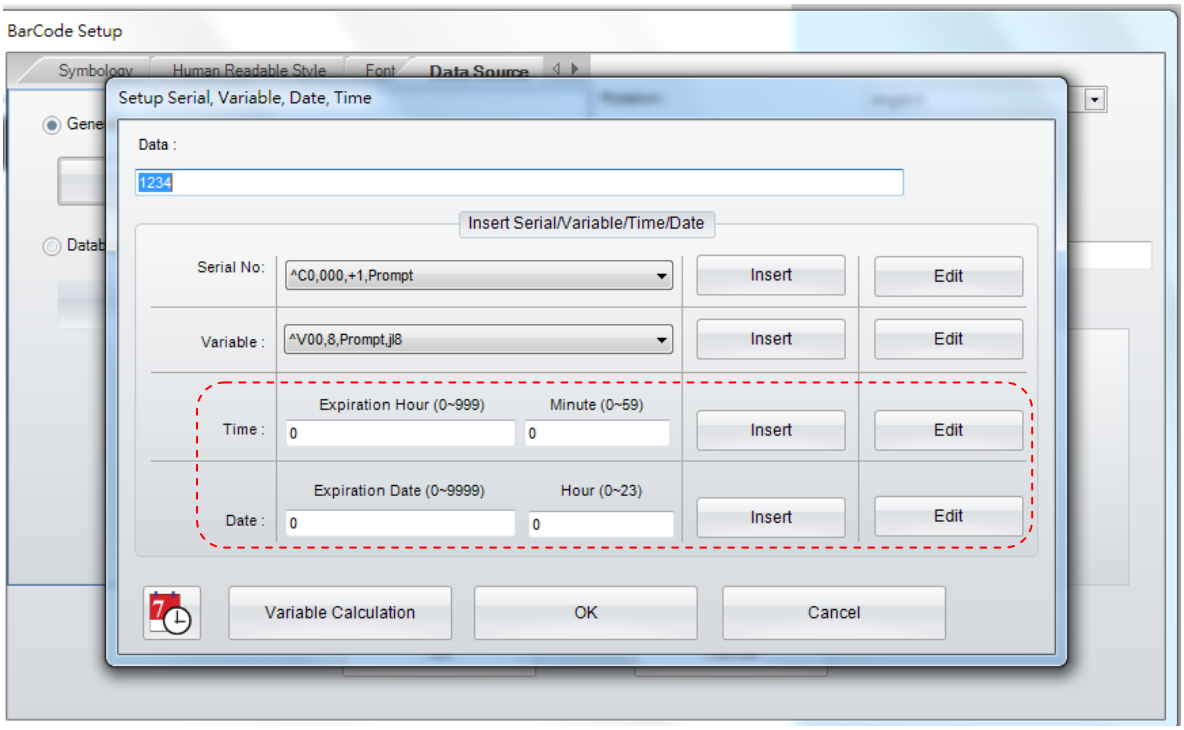
- Click the Icon “Printer Date Time Setting” from “Setup Serial, Variable, Date, Time” dialog.
- Set the date/time in the dialog - “RealTime Clock Setup” and then click “OK”
- Or, Just click “OK” to load PC’s date/time to the Printer’s RTC



5.3.2 Add Date/Time in Label

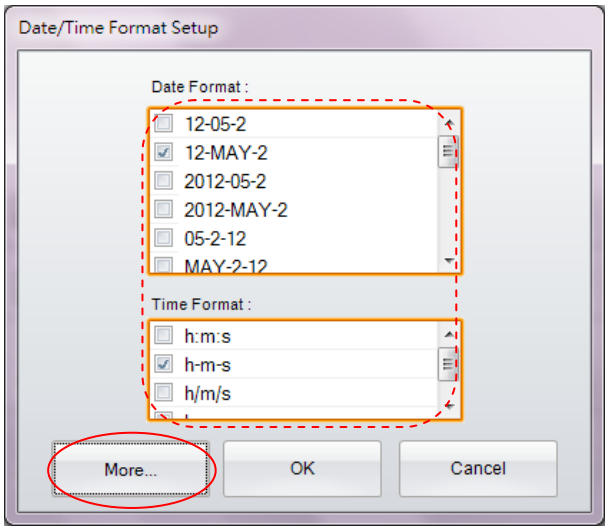
In the Barcode of the Object Dialogs, It has a sub-dialog “Data Source” which can choose “General” and then click “Setup Serial, Variable, Date, Time” to open a 3rd level dialog respectively.

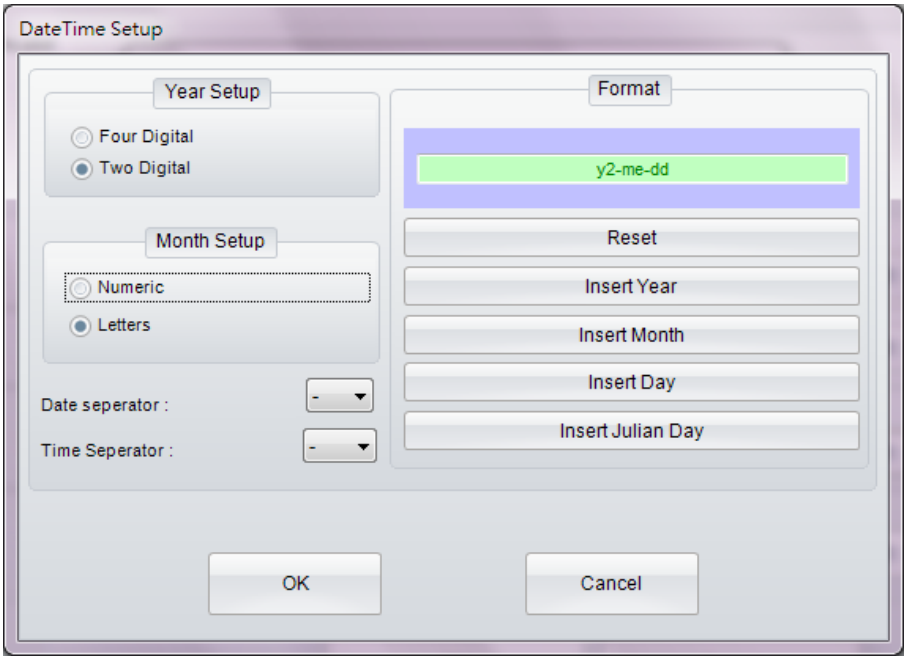
Click the icon “Edit” in the dialog of “Setup Serial, Variable, Date, Time” to open a 4th level dialog “Date/Time Format Setup” After selection, please click either or both icons “Insert” to insert the RTC’s Date/Time to the Object.



User selects preferring Date/Time format directly, or click icon “More” for comprehensive setup

- After selection, click “OK” and then back to the previous dialog for Date/Time insertion. Select “Expiration Date/Time and click the icon - “Insert” to insert date/time and expiration date/time if necessary





5.4 Database Linkage

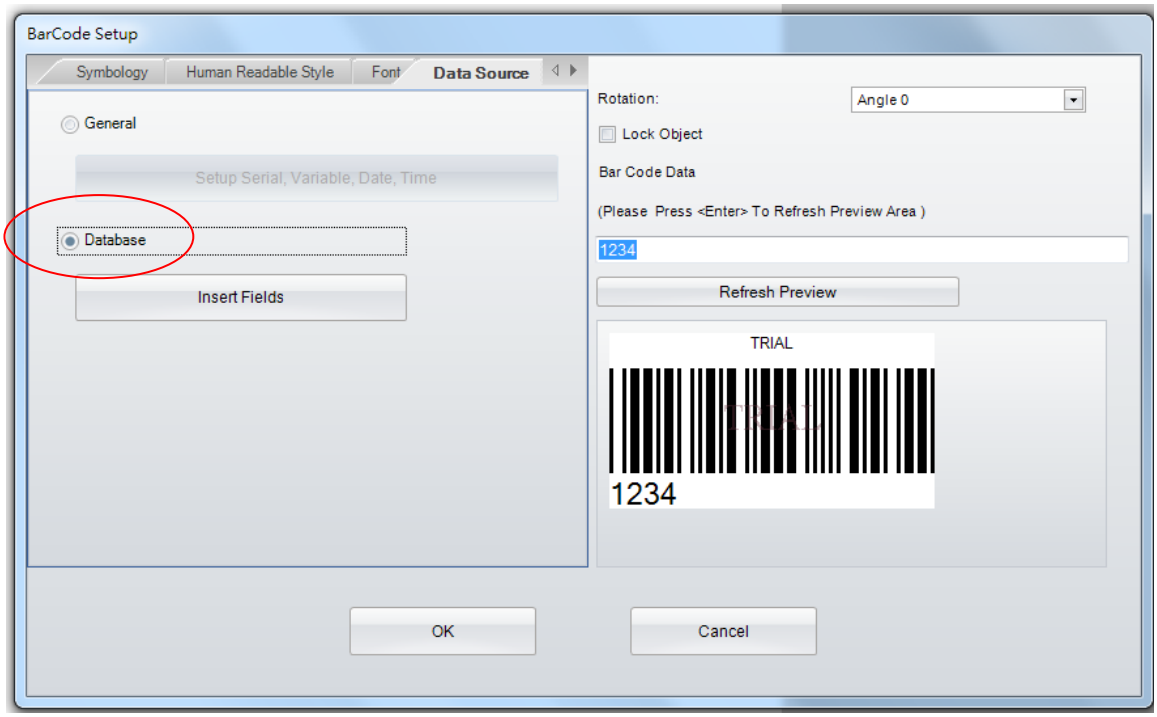
Database linkage provides the function for label to link with the database files, such as Excel, Access and dBase.

5.4.1 Connect Database

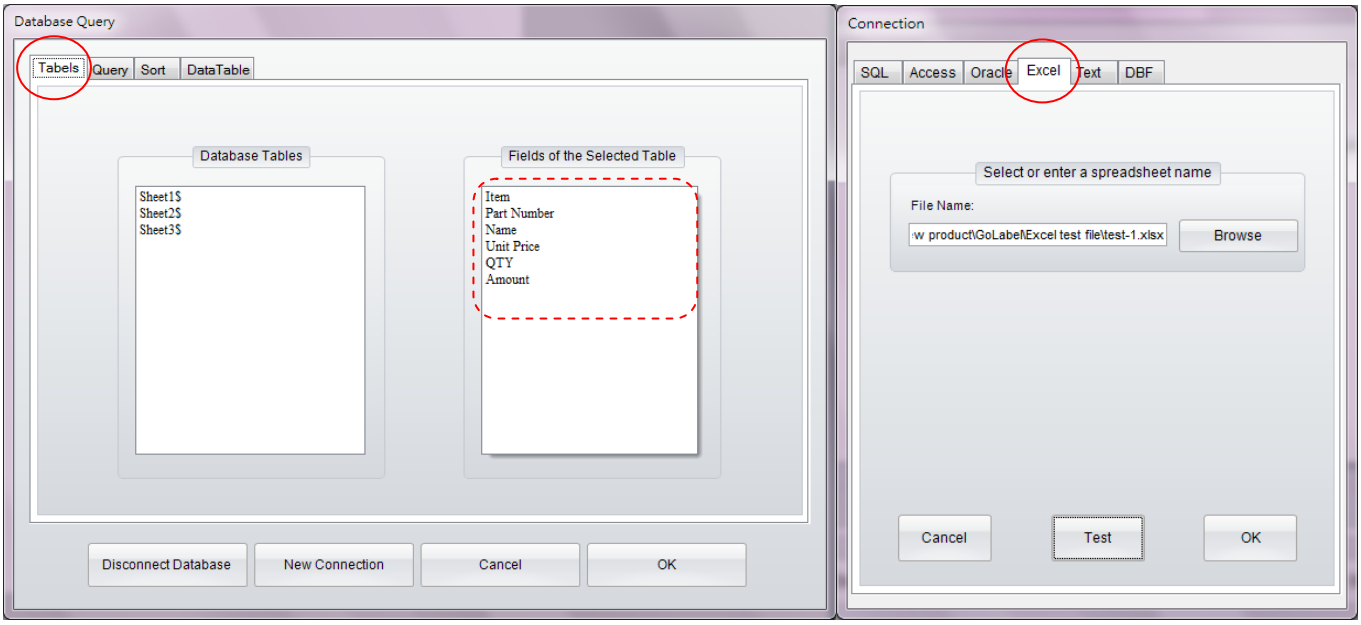
There are two ways for linkage; both will pop up two dialogs - “Database Query” and then “Connection” for Database selection.

- Click the icon “Database Select” of Generic Tool Set to make the database linkage.

- Or, in the Barcode of the Object Dialogs, It has a sub-dialog “Data Source” which can choose to click the icon “Database”.

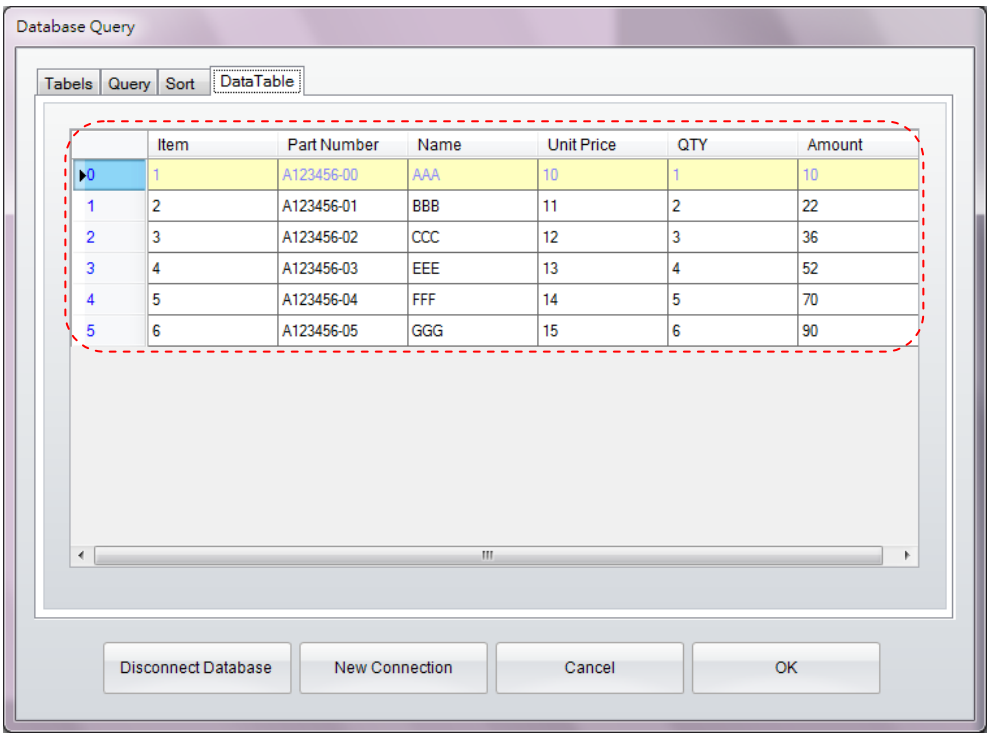


- GoLabel PDF will pop up two overlay dialogs immediately; select which database going to link. For example, an Excel file – “test-1.xlsx”, click “OK” to close the “Connection” dialog.



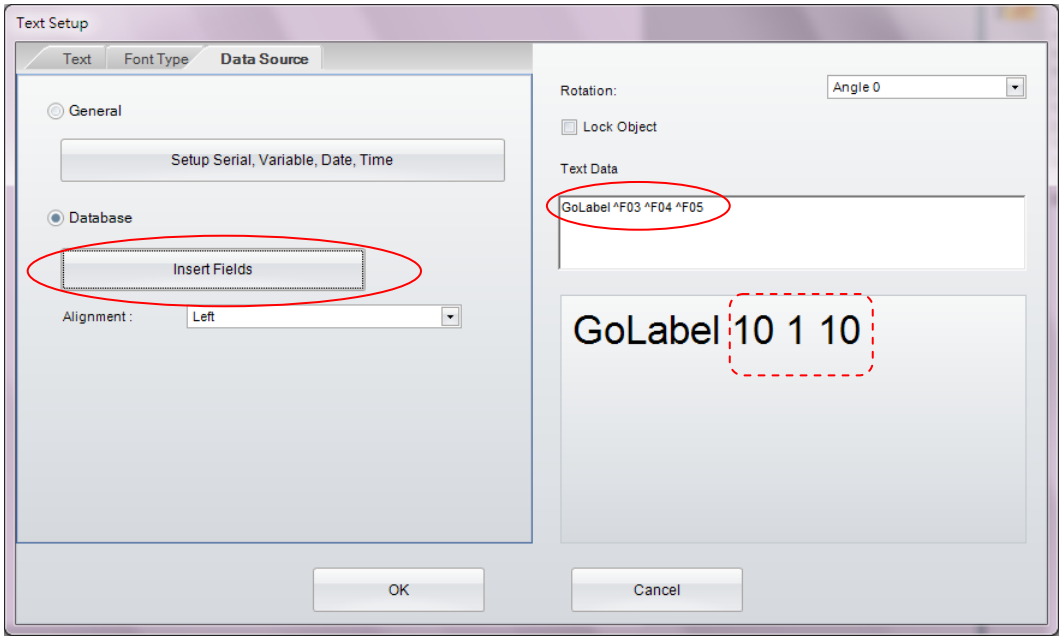
5.4.2 Select Database

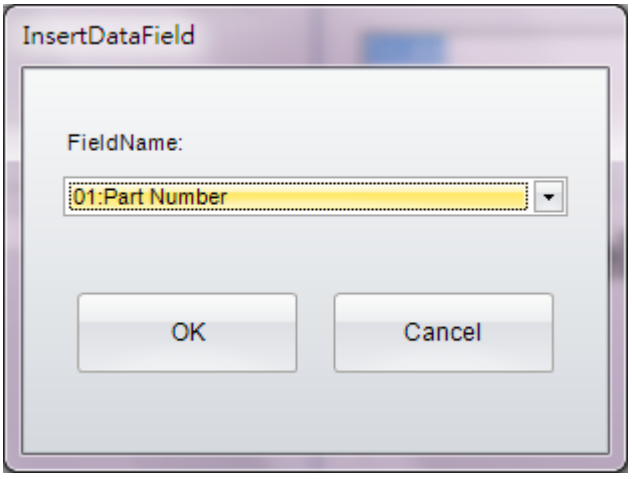
- In the dialog of “Database Query”, selecting “Data Table” will show the Excel file contents as below.



For example with “Text Setup” dialog:

- When the database is connected successful, the object dialogs – Barcode, Text and Graphic may link to “Database” by click “Insert Fields” and select which field will be insert to “TEXT”





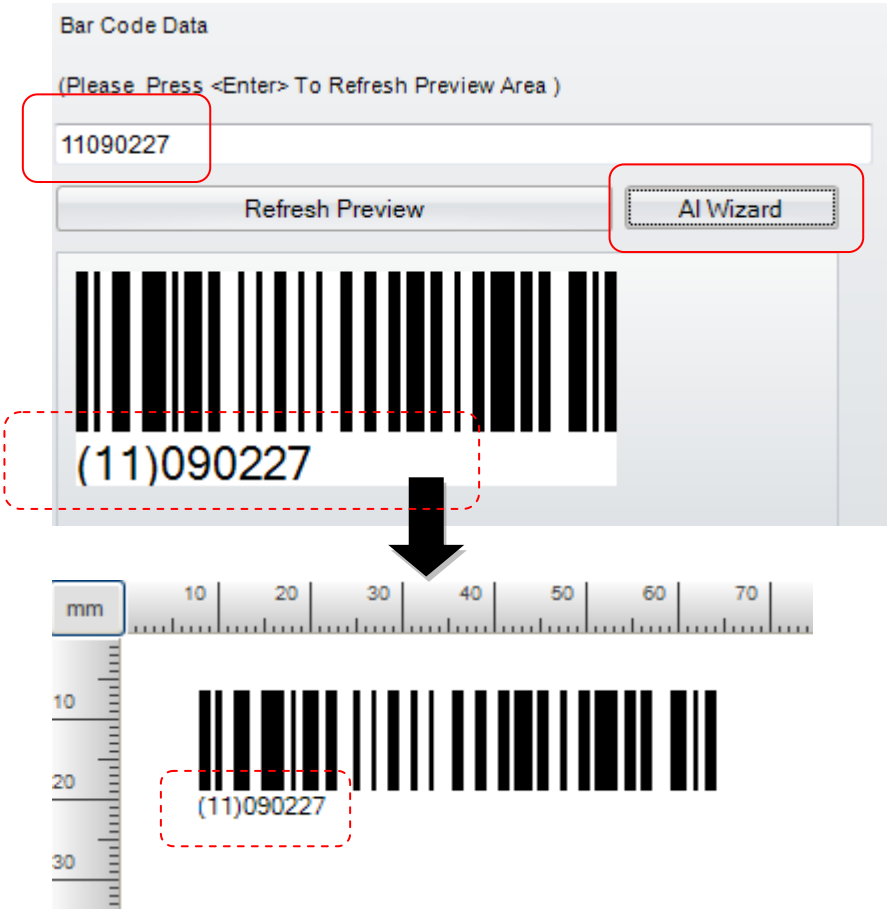
6. Barcode Application

6.1 EAN-128 / GS1 Databar with AI

6.1.1 Application Identifiers

GoLabel PDF supports the data format of Application Identifiers (AI) for EAN-128. The data format of AI is consisting by 2 to 4 digits of AI leading code that defines the significant and format of the following subsequence data. For instance, (11) in AI definition is representing the production date; the format is n2+n6. The n2 is meant that AI code is consisted by two digits; following n6 is comprised by 6 digits of the format (YYMMDD) of production date. The detail of how to define AI data format, please refer to the relevant documents of AI definition standard.

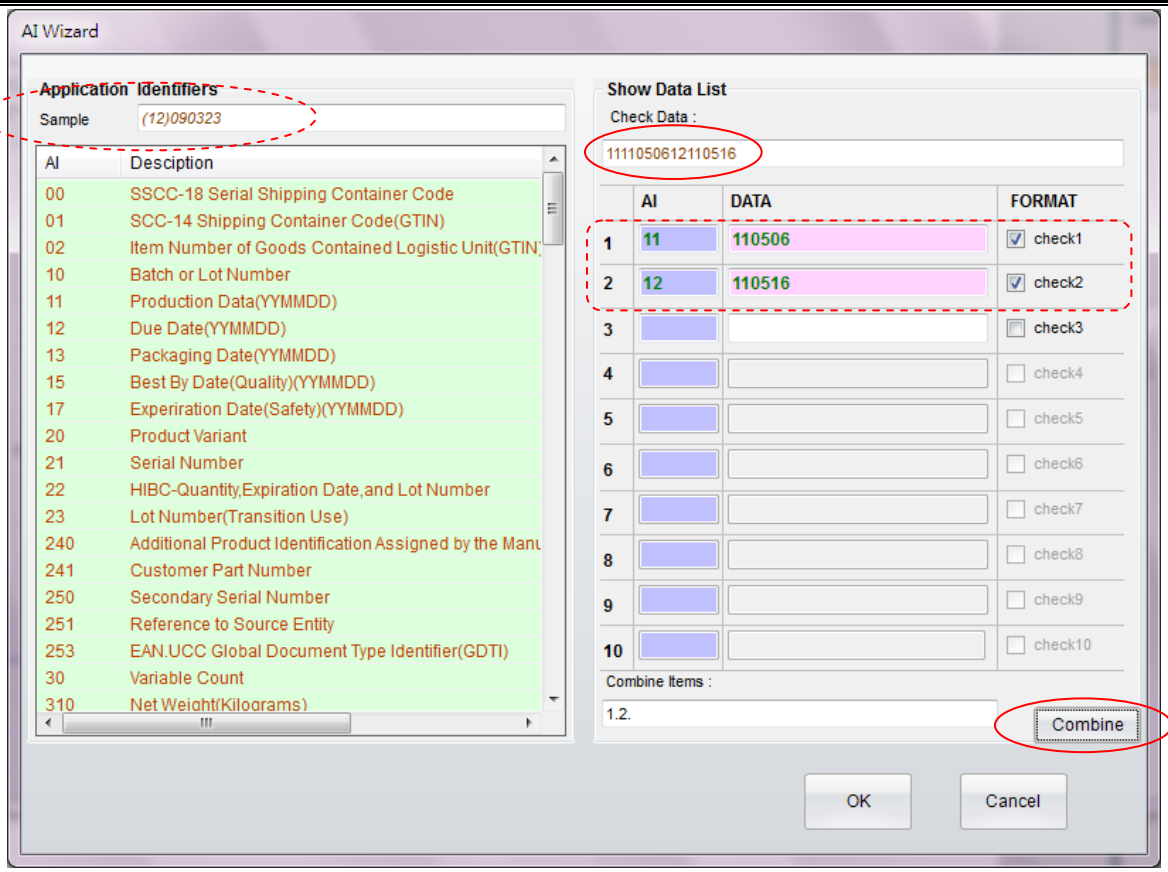
In the field of “Bar Code Data” of EAN-128, the data being key-in, GoLabel PDF will display it on the preview window. For example, user key-in “11090227” in the field, it met to n2+n6 AI standard, (11) with production data “090227”, then it will convert to “(11)090227” and display in the preview window below.

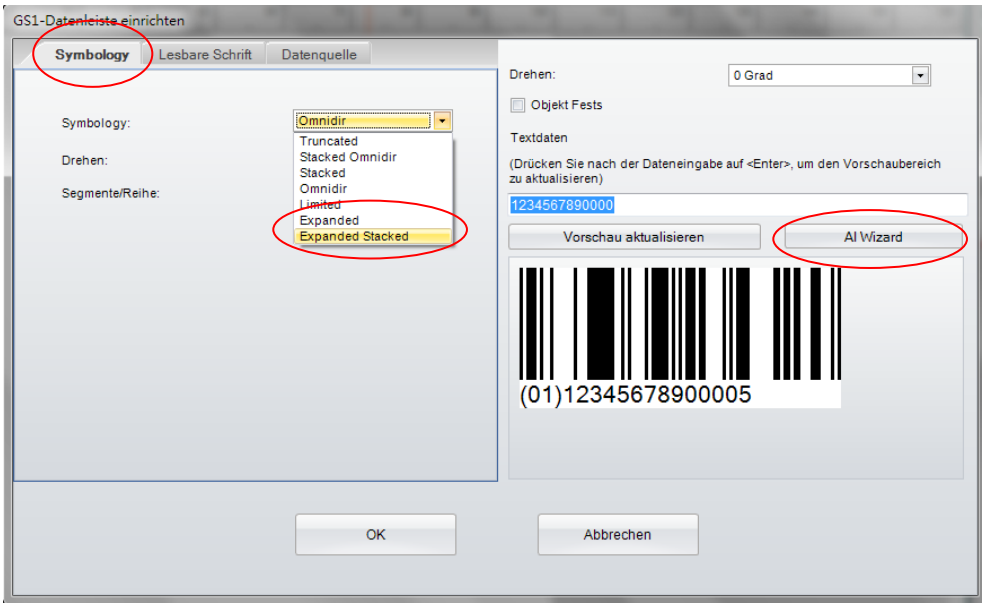


6.1.2 AI Wizard

1) EAN-128

- GoLabel PDF
- provides a function “AI Wizard” for user to checking the AI rule of data. If necessary, user may click “AI Wizard” to enter to the dialog that assists user defining the AI code and also helpful to check the corrective of AI rule then.
- In the left side of dialog, it has AI codes for selection and will display a sample format on the top of field for user reference when selected it, such as (11)090423.
- It can be either: input the data (110090227) to the field of “Check Data” by user himself; or, double click the AI code (e.g., 11 Production Data (YY/MM/DD) in the left side of dialog, then it will auto fill-in AI code to the right side of dialog, and input date (090207) to the “DATA” field also.
- Click the “check 1”, AI Wizard will check the corrective of input data. If the data is corrected, the dialog will allow user to input next data in following row.
- Repeat the procedure 2nd to 3rd for further data input until finish, i.e., (12) Due Date (YY/MM/DD) and 110526 in second row; and click “Combine” that will integrate all the data together on the field of “Check Data”. Please click “OK” that back to main screen and an EAN-128 barcode will be created as follow.



2) GS1 Databar

- Not just AI Wizard in EAN-128 of 1D barcode, the GS1 Databar Expanded and GS1 Databar Expanded Stacked also provide AI Wizard in their dialog of GS1 DataBar Setup as below.
- Select Symbology and click Expanded or Expanded Stacked. An icon of AI Wizard in the subdialog can be clicked to assist user defining the AI code and also helpful to check the corrective of AI rule then.
- The Detail, please referring “AI Wizard” in previous chapter.