
Label Gallery Software

Label Gallery Quick Start Guide

SATO INTERNATIONAL PTE. LTD.

English Edition

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1. Introduction

1.1 Welcome to Label Gallery

Label Gallery is a family of professional labelling software products that brings a complete bar code printing solution and RFID Smart Label printing to desktop, mobile and enterprise users. Label Gallery offers an easy-to-use interface and meets any label design and printing requirement for efficient label printing solutions to users in retail, logistics, health care, chemical, automotive and other industries. The main product lines include Label Gallery Easy, Label Gallery Plus, Label Gallery TruePro, Label Gallery Plus Print Only, Label Gallery TruePro Print Only, Label Gallery TruePro Network, Label Gallery Dynamic Plus, Label Gallery Dynamic TruePro, Label Gallery Dynamic Plus Print Only, Label Gallery Dynamic TruePro Print Only and Label Gallery Dynamic TruePro Network.

Label Gallery can be used with any 32-bit Windows operating system: Windows 98 SE, Windows NT 4.0, Windows ME, Windows 2000, Windows XP and Windows Server 2003.

The latest software version is available as a free download on the Label Gallery website at www.satoworldwide.com

1.2 Label Gallery Product Overview

1.2.1 Label Gallery TruePro

Complete software solution for any kind of label design and print requirement. Multiple connectivity options allow users to perform stand-alone printing or integrate label printing into any network environment.

Label Gallery TruePro provides you with interactive label printing capabilities such as integrating label printing to existing applications (ActiveX) or non-programming embedding of label printing to existing systems (GalleryWatch).

Label Gallery TruePro includes the following modules:

- **Label Gallery Plus:** Main application for label design and printing.
- **GalleryForm:** Create your own custom designed data-entry applications without requiring any programming skills.
- **GalleryWatch:** Integrate and automate label printing to any existing information system.
- **GalleryMemMaster:** Download fonts and graphics to the printer's memory card for optimized label printing.
- **GalleryData:** Manage your databases.
- **GalleryPrint:** Manage fast and easy label printing.

1.2.2 Label Gallery Plus

Full-featured software designed for professional label design and printing, including complete database support and ActiveX integration possibilities. A wide range of features and options makes Label Gallery Plus a perfect and easy-to-use tool for any labelling requirement.

Label Gallery Plus includes the following modules:

- **Label Gallery Plus:** Main application for label design and printing.
- **GalleryMemMaster:** Download fonts and graphics to the computer's memory card for optimized label printing.
- **GalleryData:** Manage your databases.

1.2.3 Label Gallery Free

Wizard-based software meeting basic barcode labelling needs. This edition is fully functional but comes with some limited functionality.

*** No hardware key is required for this edition.*

1.2.4 Label Gallery Easy

Wizard-based software meeting basic barcode labelling needs. The entry-level software includes many design elements of the TruePro edition with the emphasis on simplified user interaction.

1.2.5 Label Gallery Plus Print Only

Label Gallery Plus Print Only offers printing of pre-designed labels but cannot be used to design and alter existing labels. Advanced settings for changing the labels are not available.

1.2.6 Label Gallery TruePro Print Only

Label Gallery TruePro Print Only offers printing of pre-designed labels, using pre-designed forms and automatic printing from pre-designed trigger actions. Label Gallery TruePro Print Only cannot be used to design and alter existing labels, forms and trigger configuration. Advanced settings for changing the labels are not available.

1.2.7 Label Gallery TruePro WinCE

Label Gallery TruePro WinCE is a software package for desktop Windows computers that brings the power of label and form design to portable Windows CE terminals. After you have designed the required labels on the desktop PC, synchronize the labels with and print them from the Windows Mobile Device.

1.2.8 Pocket Label Gallery

Pocket Label Gallery is a program package for Windows CE that brings the power of label printing to portable Windows CE computers (Windows Mobile Device). Pocket Label Gallery is part of the Label Gallery TruePro WinCE edition.

1.2.9 GalleryEngine

GalleryEngine is an ActiveX integrator edition of Label Gallery software developed for software publishers who needs label printing capabilities in their software. GalleryEngine can be embedded in existing information systems or existing applications to provide support for label printing. GalleryEngine provides all label printing functionality of the Label Gallery software. For more detailed information regarding GalleryEngine, please kindly contact us at, softwaresupport@sato-int.com.

1.3 Label Gallery Software Package

Before you start installing the Label Gallery software, check the content of the package to ensure it is complete. The package must include:

- Label Gallery CD
- Quick Start Guide
- A hardware key (Not available on Network editions)

Please contact your software vendor if your package misses any of the mentioned items.

1.4 About this Manual

The Label Gallery Quick Start Guide helps you design and print labels quickly. The Label Gallery Quick Start Guide is an excerpt of the complete Label Gallery User Guide that you can obtain on the Label Gallery CD or online at www.satoworldwide.com

1.4.1 Typographical Conventions

Text that appears in **bold** refers to menu names, file names like **SETUP.EXE** and buttons like the **OK** button.

Text that appears in *italic* refers to confirming actions like *Read only* and locations like *Folder*.

Text enclosed in <Less-Than and Greater-Than signs> refers to keys from the desktop PC keyboard like <Enter>.

Variables are enclosed in [brackets] like [variable].

1.4.2 Software Restrictions

All features explained in the Quick Start Guide are available in the Label Gallery TruePro edition. However, some features are not available in the Label Gallery Plus or Label Gallery Easy editions. Sections discussing features not available with Label Gallery Plus, Label Gallery Easy or Label Gallery Free will have reminder messages similar to these:

Note: *This feature is not available in Label Gallery Free, Easy & Plus editions.*

2. Installation and Activation

2.1 System and Software Requirements

2.1.1 Label Gallery Single User Edition

To run the program you need at least the following:

- Pentium based computer with at least 64 MB of RAM.
- One of the 32-bit Windows operating systems: Microsoft Windows 98 SE, ME, NT, 2000, XP or 2003.
- Hard disk with 50 to 205 MB of free disk space (depending on the installation options).
- CD-ROM drive.
- Support for OLE DB database drivers. Recent Windows operating systems have included OLE DB database drivers. If your operation system does not have the database support, the installation wizard will prompt you to install it.
- Administrator rights to the local computer during installation.

2.1.2 Label Gallery TruePro Network Edition

To run the Network Edition you need to fulfill the following:

- All requirements for Label Gallery single user edition (see above).
- Network interface card in each workstation.
- Computer acting as a Label Gallery server. Any server operating system that allows file sharing with Windows system (any Windows, UNIX or Netware).
- Each client must have granted full access (read, write, delete) to the Label Gallery System folder on the server.

2.2 Installing Label Gallery Software

When you put the Label Gallery CD in your CD-ROM drive, the installation/demonstration program will start automatically. You can browse the directory of the CD, look at the brochures and technical documentation, sample files and other documents.

Note: If you are using Windows NT, 2000, XP or 2003, you have to log on with Administrator rights to be able to perform installation.

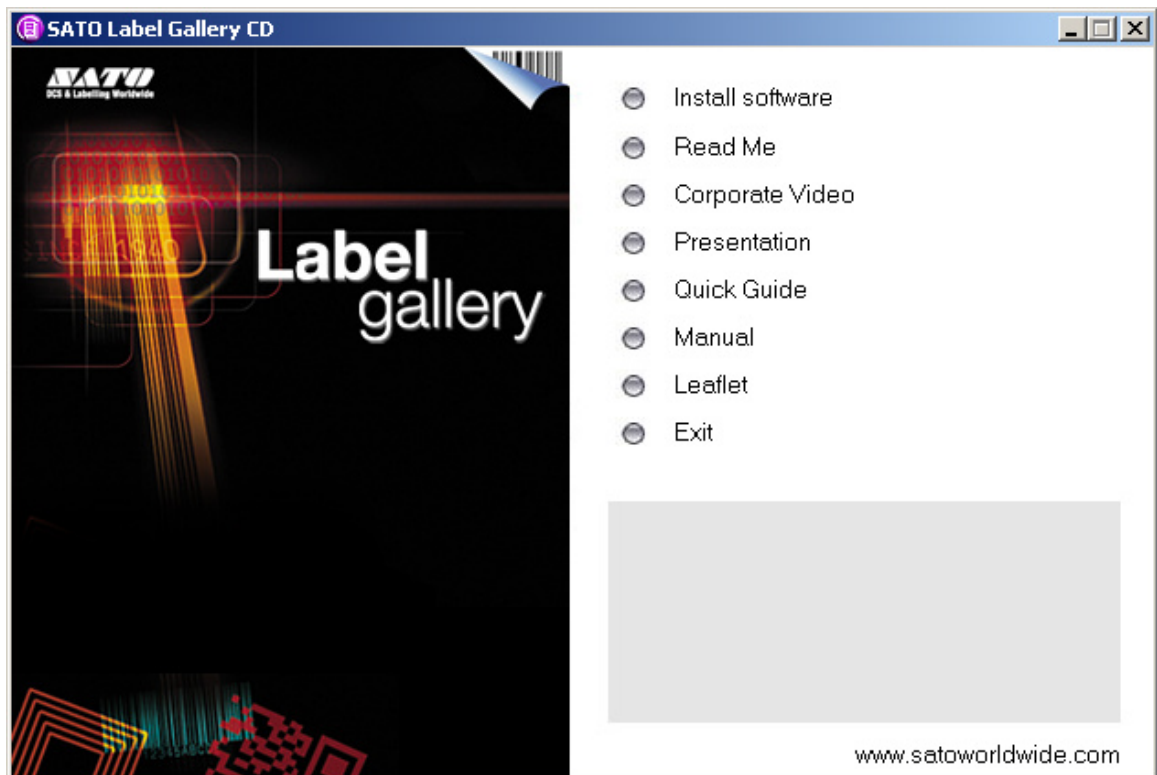
2.2.1 Close all Software Applications

To ensure complete installation of the Label Gallery software, close all open software applications before you start installing the Label Gallery software.

2.2.2 Run Installation

Use the installation wizard to install Label Gallery software on your desktop PC. To install the Label Gallery software, do the following:

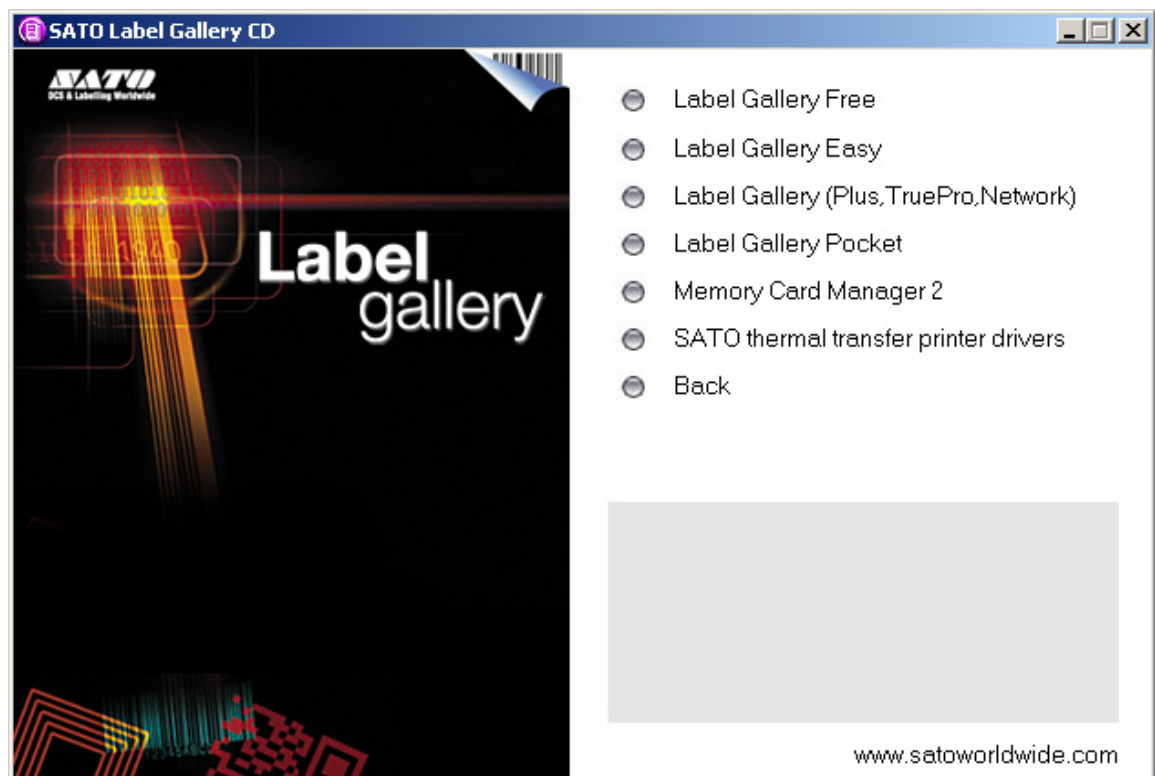
1. Put the Label Gallery CD in your CD-ROM drive. An installation window will open automatically.



Running Label Gallery auto-run application from the CD

Note: If the installation wizard does not start automatically, go to the main CD directory of your Label Gallery CD and double-click on the file **START.EXE**.

2. Click on **Install**. A new window will open showing all Label Gallery editions.



Selecting the Label Gallery edition for installation

3. Click on the Label Gallery software you want to install. Follow the prompts.

Note: Make sure to select the appropriate installation type in the installation wizard. The same installation wizard is used for all Label Gallery editions.

2.2.3 Define Setup Options

You can select the components of the selected Label Gallery edition that you want to install. You can choose among the following three types of installations:

- **Full Installation** - installs all Label Gallery components in all available languages.
- **Compact Installation** - installs only minimal set of components required for the Label Gallery application to work correctly. Help and sample files are not installed.
- **Custom Installation** – gives you the option to select individual components for installation.

To continue installation, do the following:

1. Click on the **Next** button.
2. Specify the program group you want to use for the Label Gallery software.
3. Specify if shortcuts to Label Gallery software should be created on the desktop or in Quick Launch area.
4. Click on the **Install** button to finish the installation.
5. The Start menu in your Windows will show a new program group for the Label Gallery software that contains shortcuts for all Label Gallery applications.

2.2.4 Install Printer Driver

You can install GalleryDriver for SATO thermal printers in the following three ways:

- Install within the Label Gallery software installation.
- Use the Printer Installation Wizard.
- Use the Windows *Add Printer* Wizard.

You can use the Label Gallery software (Dynamic Edition) to design and print labels to standard office printers (laser, inkjet or matrix).

GalleryDriver installation within Label Gallery software installation

To continue installing the GalleryDriver after setup has finished the Label Gallery software installation, do the following:

1. Select the option Install printer driver.

2. Click on the **Finish** button.



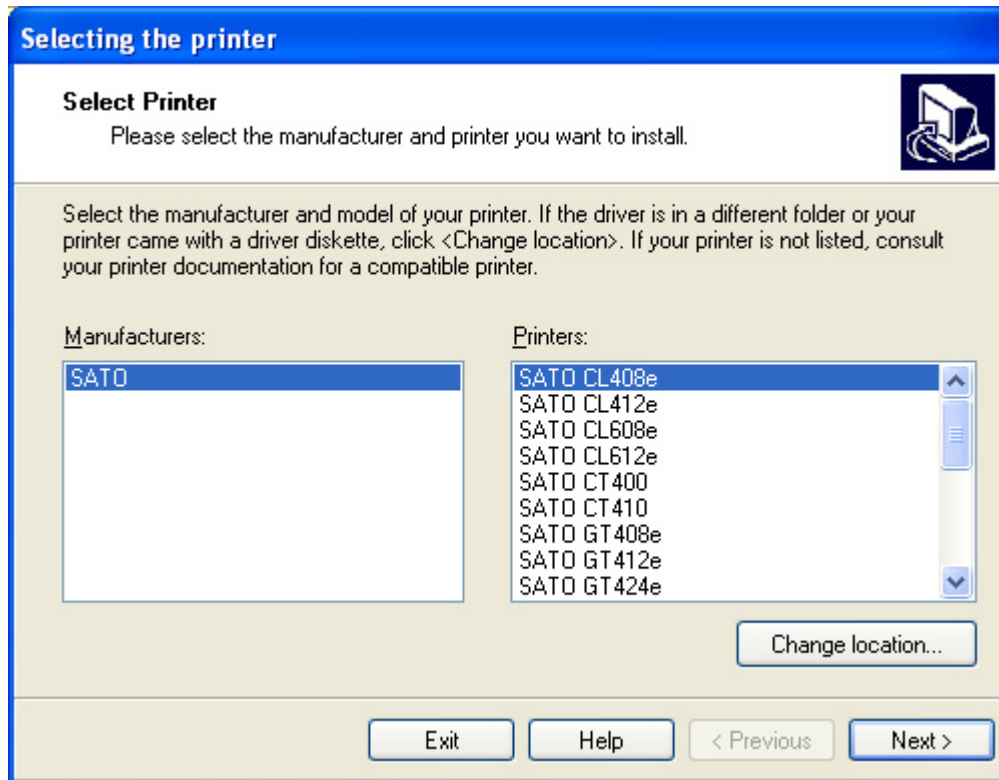
Installing GalleryDriver for SATO thermal printers

3. Printer Installation Wizard will open.
4. Select your printer from the list. Click on the **Next** button.
5. Select the port where you have connected your printer and click on the **Finish** button.

Note: This type of printer installation is available only when running installation from Label Gallery CD.

GalleryDriver installation using the Printer Installation Wizard

1. Put the Label Gallery CD in your CD-ROM drive. The main installation application should start automatically. If not, start Windows Explorer, browse to the CD and double click on the file **START.EXE**.
2. Click on **Installation**. A new window will open showing all Label Gallery editions.
3. Click on **GalleryDriver**. The printer installation wizard will start.
4. Select your printer from the list. Click on the **Next** button.



Selecting thermal printer

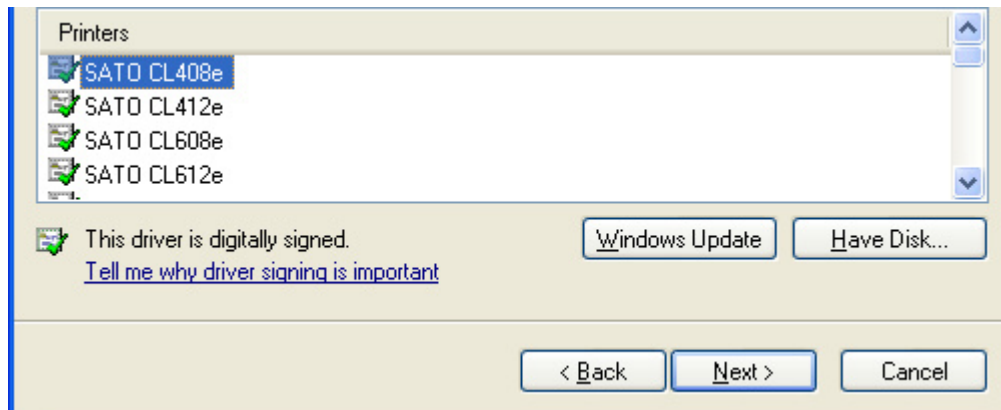
5. Select the port where you have connected your printer and click on the **Finish** button.

Note: If you have downloaded the installation for GalleryDriver from the Label Gallery website, run the downloaded .EXE file and follow the steps four (4) and five (5).

GalleryDriver installation using the Windows Add Printer Wizard

1. Open Control Panel from Settings option in Start menu.
2. Open Printers (Printers and Faxes) and select **Add a Printer**.
3. Follow the Add Printer Wizard prompts. The actual steps vary depending on the version of your Windows operating system. It is only important to click on the **Have disk** button in the step where you can select printer manufacturer and model.
4. Put the Label Gallery CD in your CD-ROM drive (if not already done so) and browse to the folder *\Drivers*.

5. Select the folder of your printer name and click on **Open/OK** buttons to return to the Add Printer Wizard. You will see the list of all available printer models of the selected printer.
6. Select your model, click on the **Next** button and finish the installation.



GalleryDrives are all digitally signed by Microsoft

2.3 Installing Label Gallery TruePro Network Software

Label Gallery TruePro Network software consists of two parts: the server and the workstation. First, you must install Label Gallery on the server computer and make all files accessible to the clients. Then you can install Label Gallery software on the workstation (client). Client installation is possible from the Label Gallery server or from the Label Gallery CD.

2.3.1 Install Label Gallery on the Server

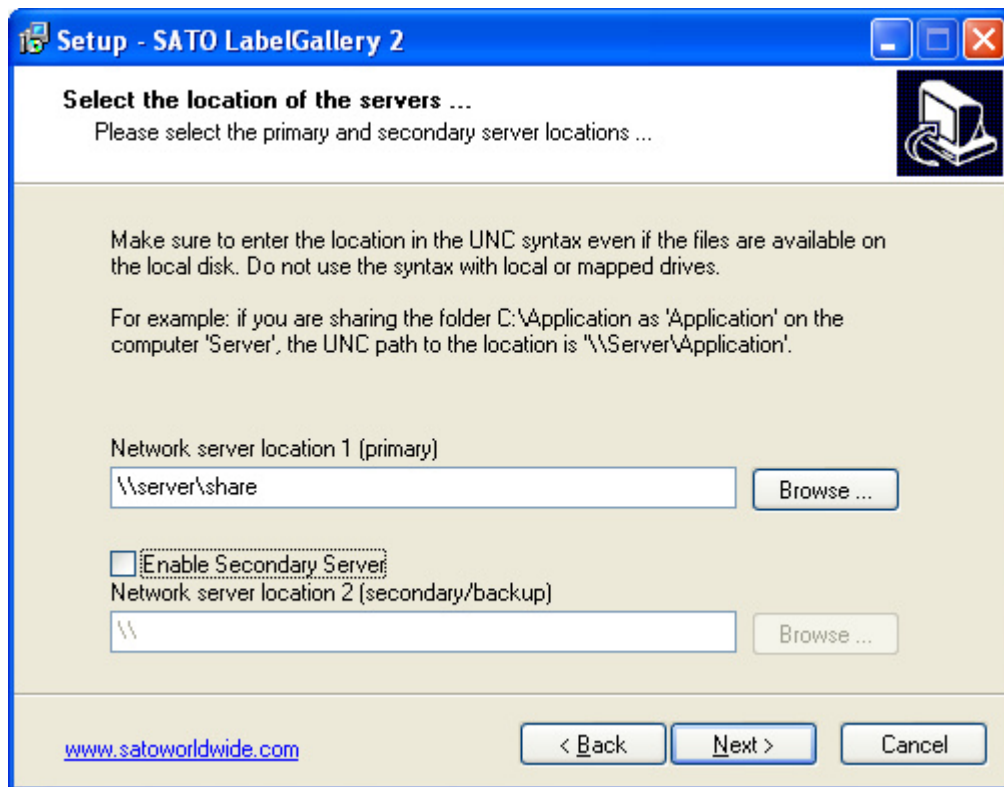
Please follow these steps to install Label Gallery on the server computer:

1. Put the Label Gallery CD in your CD-ROM drive. An installation window will open automatically.

Note: If the installation wizard does not start automatically, go to the main CD directory of your Label Gallery CD and double-click on the file **START.EXE**.

2. Click on **Install**. A new window will open showing all Label Gallery editions.
3. Click on Label Gallery TruePro.

4. Click on Label Gallery TruePro Network. Installation will start.
5. Follow the installation prompts.
6. Browse to the folder on the server where you want to install Label Gallery server.
7. Click on the **Next** button to finish the installation.



Selecting network path for Label Gallery server installation

Note: You should select a server and disk share that is visible to all workstations in the domain where you intend to use Label Gallery.

2.3.2 Install Label Gallery on the Workstation

There are two ways how you can install the Label Gallery TruePro Network client on the workstation:

- **Installing the client from CD.**
Install Label Gallery TruePro single user software from the Label Gallery CD as described in the chapter **Installing Label Gallery**

Software. Just make sure to select the Network activation type in the Product Activation utility.

- **Installing the client from the network.**

Install Label Gallery client by running the installation file **WORKSTAT.EXE** from the Label Gallery server.

Follow these steps to install the client from the network:

1. Open Windows Explorer.
2. Browse to the Label Gallery server computer in **My Network Places**.
3. Browse to the folder where Label Gallery software is installed on the server.
4. Double click on the file **SETUP.EXE**.
5. Follow on-screen instructions. For detailed instructions you can also refer to the installation of the single user edition in the chapter **Installing Label Gallery Software**.

Note: Label Gallery client installed on the workstation must have full access (read, write, delete) to the Label Gallery **System subfolder** on the server computer.

7. Click on **Finish** button to finish the installation.

2.4 Activating Label Gallery Software

The following activation instructions are meant for single-user and network Label Gallery editions.

You have to activate the Label Gallery software if you want to use it. If you do not complete the activation process, Label Gallery will run in demo mode.

The Product Activation utility will always run after installation.

There are two types of Label Gallery software activation:

- Hardware key activation (Dongle Key)/Single User Software Key
- Network Software key activation

Hardware key activation: Label Gallery software editions with hardware key can be used immediately after installation. Please refer to the chapter **Single User Software Key**

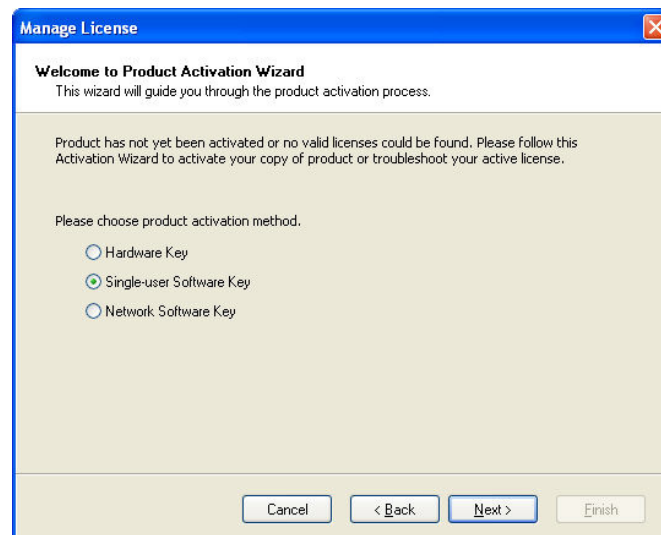
Label Gallery activation on the Web only works with single user software key. If the computer that uses the Label Gallery software is not connected to the Internet, you will have to open the Activation Web page on the computer with Internet access and acquire the activation information on that computer.

Before you start the activation process of Label Gallery software, get familiar with the following terminology:

- **Key number:** The sequence of 25 characters provided with the Label Gallery software.
- **Registration number:** Unique number generated during the activation process. The registration number validates the entered software key.
- **Activation code:** Issued on the Label Gallery activation Web site. The activation code activates the Label Gallery software on your computer.

To activate Label Gallery software, do the following:

1. After the installation is complete, run Label Gallery software. No valid license is found and the window Manage License opens:



Selecting 'Single-user Software Key' activation

2. Select Single User Software Key and click on **Next**.
3. Enter the required customer information and the key number then click on the **Next** button. The window for validation of the Key

Number will open. You are required to verify your Key Number on the Internet.

You can activate the software using the automatic activation (recommended) or manual activation on the web site. To activate the software automatically, click on the link **Connect to the Activation server**.

4. To activate the software manually, click on the provided Internet link for web page activation. Internet Explorer will open and connect to the Label Gallery software Internet activation website.

Install Parallel Hardware Key or **Install USB Hardware Key**.

2.4.1 Single User Software Key

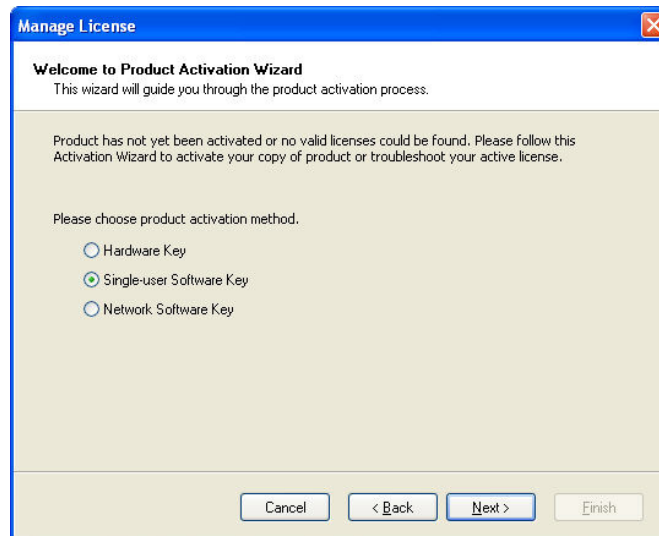
Label Gallery activation on the Web only works with single user software key. If the computer that uses the Label Gallery software is not connected to the Internet, you will have to open the Activation Web page on the computer with Internet access and acquire the activation information on that computer.

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To activate Label Gallery software, do the following:

2. After the installation is complete, run Label Gallery software. No valid license is found and the window Manage License opens:



Selecting 'Single-user Software Key' activation

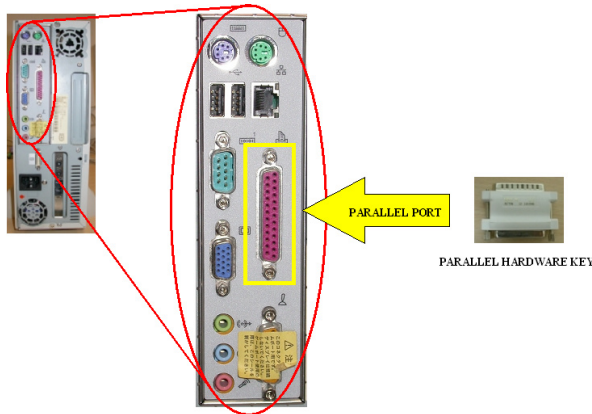
5. Select Single User Software Key and click on **Next**.
6. Enter the required customer information and the key number then click on the **Next** button. The window for validation of the Key Number will open. You are required to verify your Key Number on the Internet.

You can activate the software using the automatic activation (recommended) or manual activation on the web site. To activate the software automatically, click on the link **Connect to the Activation server**.

7. To activate the software manually, click on the provided Internet link for web page activation. Internet Explorer will open and connect to the Label Gallery software Internet activation website.

2.4.2 Install Parallel Hardware Key

Make sure you have finished installing the Label Gallery software on your PC.



To install a parallel key, do the following:

1. Shutdown your computer and switch off your printer.
2. Connect the hardware key directly to the parallel port (marked as LPT or PRN port) on your computer.
Make sure you connect the hardware key in such a manner that pins on the key plug into the holes in the computer port. Fasten the two screws to secure the key.

Note: Do not remove the screws or try to turn them inside out.

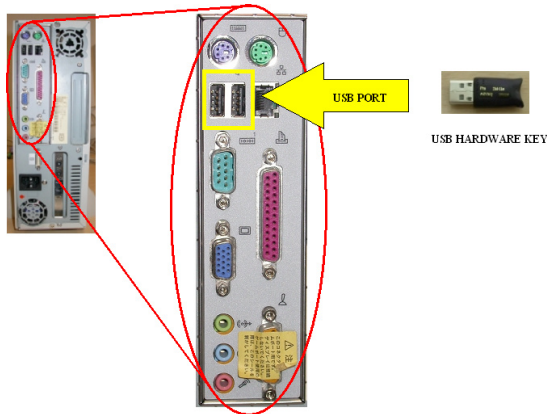
Never try to connect the key to a serial port on the computer or directly to a printer. You can permanently damage the hardware key as well as your computer equipment.

3. Start Label Gallery software. The Product Activation dialog box will open.
4. Select *Hardware Key* and click on **Next**.
If the hardware key is connected properly, Label Gallery software will start.

Note: If you own a serial printer, you cannot connect the printer to the hardware key directly because the connectors are not compatible. Always connect your serial printer to the serial port and hardware key to the parallel port. Your printer does not need to print "through" the hardware key.

2.4.3 Install USB Hardware Key

Make sure you have finished installing the Label Gallery software on your PC.



To install a USB key, do the following:

1. Plug the USB key into an available USB port.
2. Start Label Gallery software. The Product Activation dialog box will open.
3. Select *Hardware Key* and click on **Next**.
4. If the hardware key is connected properly, Label Gallery software will start.

Note: Windows NT operating system does not natively support USB devices. You will have to install the USB driver on your system first. The Label Gallery CD provides you with a proprietary USB driver. To install the USB driver, follow the enclosed installation instructions in the file USB4NT.ZIP in the folder \Updates\HASP.

2.4.4 Network Software Key Activation

Network Software key activation: You can activate the server part of the Label Gallery Network edition with a Key number of 25 sequential characters. Activating the server part will also activate the client on the current workstation. If you upgrade the network edition with additional users, you have to install and activate each additional workstation separately. Refer to the chapter **2.4.4 Activate Network client**.

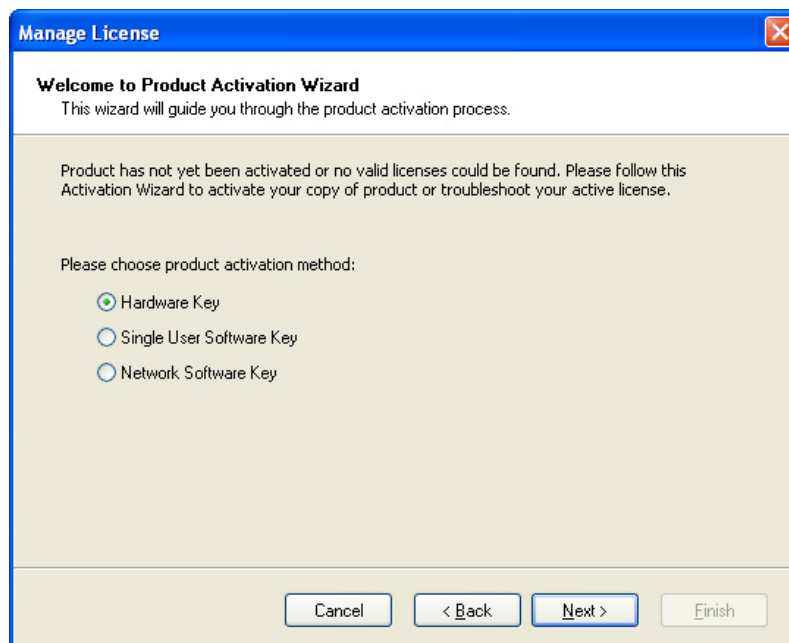
Label Gallery activation on the Web only works with upgrade key and network software key. If the computer that uses the Label Gallery software is not connected to the Internet, you will have to open the Activation Web page on the computer with internet access and acquire the activation information.

Before you start the activation process of Label Gallery software, get familiar with the following terminology:

- Key number: The sequence of 25 characters provided with the Label Gallery software.
- Registration number: Unique number generated during the activation process. The registration number validates the entered software key.
- Activation code: Issued on the Label Gallery activation Web site. The activation code activates the Label Gallery software on your computer.

To activate Label Gallery software, do the following:

1. After the installation is complete, run Label Gallery software. No valid license is found and the window *Manage License* opens.

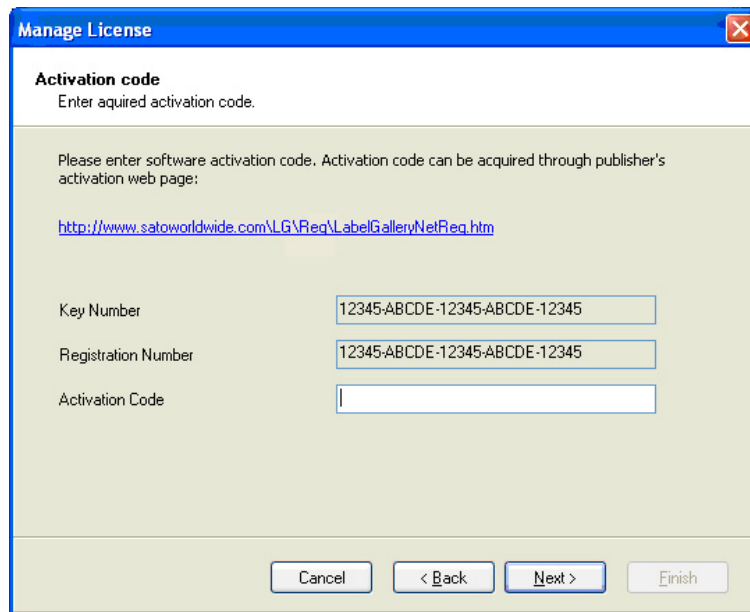


Selecting 'Hardware Key' activation

2. Select **Network Software Key** (for network licensing) and click on **Next**.

3. Enter the required customer information and the key number then click on the **Next** button. The window for validation of the key number will open. You are required to verify your Key Number on the internet.

You can activate the software using the automatic activation (recommended) or manual activation on the web site.



The screenshot shows a dialog box titled "Manage License" with a close button in the top right corner. The dialog is divided into sections. The first section is titled "Activation code" and contains the text "Enter aquired activation code." Below this is a larger section with the text "Please enter software activation code. Activation code can be acquired through publisher's activation web page:" followed by a blue hyperlink: <http://www.satoworldwide.com/LG\Freq\LabelGalleryNetReg.htm>. There are three input fields: "Key Number" and "Registration Number" both containing the text "12345-ABCDE-12345-ABCDE-12345", and "Activation Code" which is empty. At the bottom of the dialog are four buttons: "Cancel", "< Back", "Next >", and "Finish".

Validating the key number

4. You are required to verify your Key Number on the internet. You can activate the software using the automatic activation (recommended) or manual activation on the web site. Internet Explorer will open and connect to the Label Gallery software internet activation website.

Network Registration

Welcome to the SATO Label Gallery Network Registration site. Please enter the data from your SATO Label Gallery Network Registration dialog box into the fields below then press the REGISTER button. The fields are case sensitive so make sure you have entered the correct values.

Company: *

User Name: *

Serial Number: *

Registration Number: *

E-mail:

* - compulsory

Internet activation website

5. Enter the key number and the registration number. Enter other user information, if prompted.
6. Click on the **Activate** button to retrieve the activation code.
7. Switch back to the window **Manage License** and enter the Activation code.
8. Click on the **Next** button and follow the prompts to complete the activation process.

Note: You can still activate Label Gallery software, if the computer does not have access to the internet. Please refer to the following steps.

If the computer which you installed Label Gallery does not have internet access, do the following:

1. Follow the steps one (1) to four (4) from the previous section.

2. Write down the Key number and the Registration number.
3. Write down the internet activation web address.
4. Go to the computer with the internet access and open the activation website in the Internet Explorer.
5. Enter the Key number and the Registration number. Enter other user information when prompted.
6. Click on the Register button to retrieve the Activation code. Write it down.

Note: The information in the Key and Registration numbers, the Activation code and other fields is case-sensitive, so be careful when writing it down.

7. Go back to the Label Gallery computer where the window Manage License is still opened.
8. Enter the Activation code.
9. Click on the **Next** button and follow the prompts to complete the activation process.

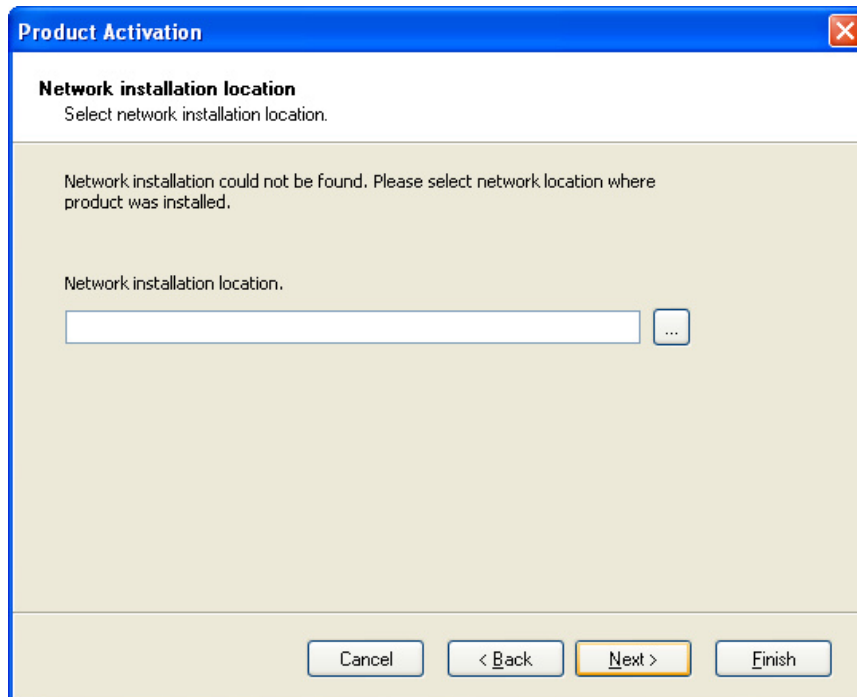
2.4.5 Activate Network client

The Network client you have used for activation of the Label Gallery TruePro Network server is automatically activated as well. To activate additional Label Gallery TruePro Network clients on other workstations please follow these steps:

1. After the installation is complete, run Label Gallery software. No valid license is found and the window *Manage License* opens.
2. Select the Network Software Key and click on **Next**.
3. Browse for the location where the Label Gallery TruePro Network was installed and click on the **Next** button.

The license information will be copied from the server.

Note: Make sure you are using UNC syntax when referring to the network location. Use the syntax `\\server\share\file` and not the syntax with the mapped drive like `W:\share\file`.



Locating the Label Gallery TruePro Network installation path

The license information will be copied from the server.

Label Gallery TruePro Network client is activated. The full Label Gallery version can only run on the workstation if the Label Gallery server has enough licenses available.

2.5 Label Gallery Demo Mode

The demo mode of the Label Gallery software has limited functionality. The major limitations are:

- You can only print five (5) labels per print job.
- You can only define one variable field on the label you want to export (to Pocket Label Gallery, to SAP, to printer's memory or using other export possibilities.)
- If you continue running Label Gallery software in the demo mode, you will experience increasing delay at startup.

To change from demo mode to full functionality without limitations, you have to activate your Label Gallery software.

2.6 Installing Label Gallery Upgrades

You can upgrade the Label Gallery software in 3 ways: You can either upgrade from an older version to the most current one (2.0 to 2.x), upgrade from a minor version to a major version (1.x to 2.x), or upgrade from one Label Gallery edition, for example Label Gallery Plus, to a more advanced edition, for example Label Gallery TruePro.

2.6.1 Install Label Gallery Version Upgrade (Minor Version Upgrade)

For example, in a Label Gallery software *minor* version upgrade, you are upgrading from an older version of Label Gallery 2.0, to the latest version of 2.x. Before you upgrade your Label Gallery software, make sure you

- Backup your Label Gallery files.
- Do not remove the existing version from your desktop PC.
- Check what Label Gallery edition you have.

Note: To check your Label Gallery edition, look at the label at the back of your product box or open Label Gallery software and go to Help/About in the menu.

To upgrade your Label Gallery software version, do the following:

1. Close the Label Gallery software on your desktop PC.

Note: Make sure that all clients have logged off if you have Network edition.

2. Put the Label Gallery CD in your CD-ROM drive.
3. Install the new version in the same folder where the old version is currently installed. The new version will replace the old one.
4. Follow the prompts.

2.6.2 Install Label Gallery Version Upgrade (Major Version Upgrade)

Please take note that for *major* version upgrades (1.x to 2.x), you are required to purchase an upgrade pack. Please contact your software vendor for more details about purchasing the upgrade pack.

First you have to remove the old version from the computer. During the removal of the old version, all user files (labels and forms) will remain on the hard drive and be accessible in the new edition.

To upgrade your Label Gallery version, do the following:

1. Remove the existing edition of Label Gallery software. Open Add or Remove Programs from Control Panel, select Label Gallery from the list and click on the **Remove** button.
2. Install the new major version upgrade on your computer. Follow the same instructions as for first-time installation. Refer to the chapter **Installing Label Gallery Software**.

Note: Do not remove the existing version of Label Gallery until you have the activation memo for the new major version ready. You should have received the activation memo together with the upgrade package from your software vendor. Before you can use the new major version upgrade of Label Gallery, you will need to activate it.

2.6.3 Install Label Gallery Edition Upgrade

When you perform an edition upgrade, you want to upgrade to a more powerful Label Gallery edition; for example upgrade from Label Gallery Easy to Label Gallery Plus to Label Gallery TruePro.

First you have to remove the old edition from the computer. During the removal of the old edition all user files (labels and forms) will remain on the hard drive and be accessible in the new edition.

To upgrade your Label Gallery edition, do the following:

3. Remove the existing edition of Label Gallery software. Open Add or Remove Programs from Control Panel, select Label Gallery from the list and click on the **Remove** button.

4. Install the new edition on your computer. Follow the same instructions as for first-time installation. Refer to the chapter **Installing Label Gallery Software**.

Note: Do not remove the existing edition until you have the activation document for the new edition ready. You have received the activation document from your vendor with the upgrade package. Before you will be able to use the new edition, you will have to activate it.

2.7 Activating Label Gallery Upgrades

2.7.1 Activating Label Gallery Version Upgrade (Minor Version Upgrade)

When you upgrade to a new Label Gallery version of the same edition, for example Label Gallery Plus version 2.0 to Label Gallery Plus version 2.1, the software will remain activated. Just make sure to install the new version on top of the existing version. Please follow the same instructions as for the first-time installation of Label Gallery in the chapter **2.2 Installing Label Gallery Software**.

Summary of required steps:

1. Close running Label Gallery applications.
2. Do not remove the existing version of Label Gallery software.
3. Make the upgrade over the existing version to preserve the activation information.
4. The same hardware key can be used.

2.7.2 Activating Label Gallery Version Upgrade (Major Version Upgrade)

When you upgrade to a new Label Gallery major version of the same edition, for example from Label Gallery Plus version 1.2 to Label Gallery Plus 2.1, you have to remove the existing Label Gallery edition and install and activate the new Label Gallery edition. Follow the steps in the chapter **2.2 Installing Label Gallery Software**.

Summary of required steps:

1. Close all Label Gallery applications.
2. Remove the existing Label Gallery edition.
3. Install the new Label Gallery edition.
4. Activate the new Label Gallery edition. Please check the accompanying memo that's purchased together with the upgrade pack.

2.7.3 Activating Label Gallery Edition Upgrade

When you upgrade to a new edition of Label Gallery software, for example from Label Gallery Easy to Label Gallery Plus, you have to remove the existing Label Gallery edition and install and activate the new Label Gallery edition. Follow the steps in the chapter **2.2 Installing Label Gallery Software**.

Summary of required steps:

1. Close all Label Gallery applications.
2. Remove the existing Label Gallery edition.
3. Install the new Label Gallery edition.
4. Activate the new Label Gallery edition. Please check the accompanying memo that's purchased together with the upgrade pack.

2.8 Registering Label Gallery Software

At the end of the activation process, please fill out the registration form in the last step of the Product Activation process. If you have the access to the internet, the product can be activated on-line. You can also print out the registration form and send or fax it to the contact on the form.

Registration is not required but you should register Label Gallery software to receive free occasional product newsletter.

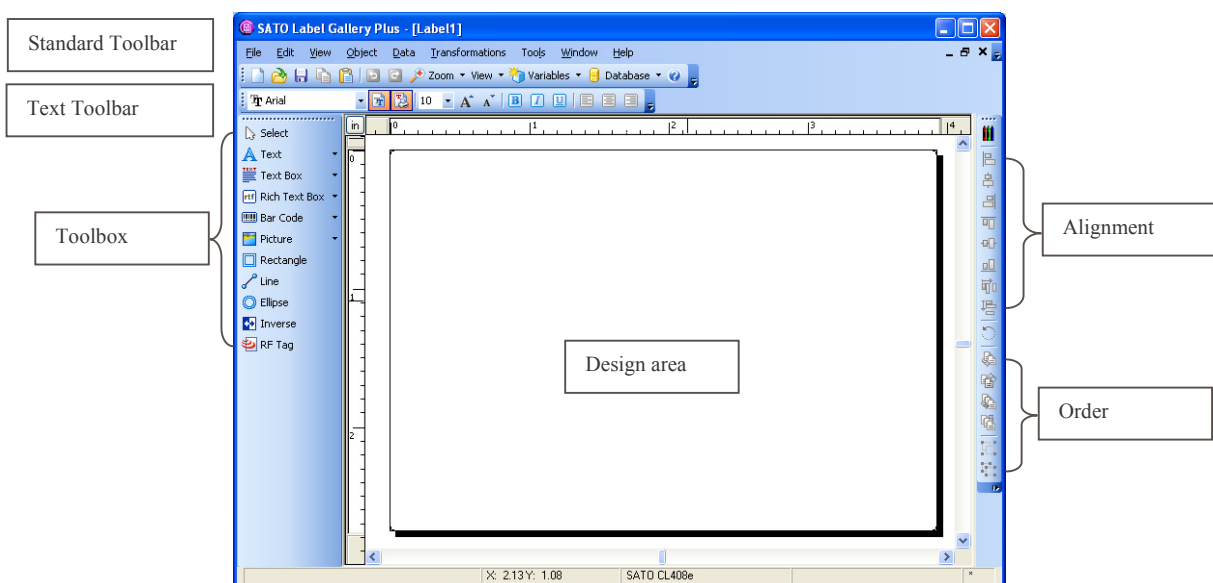
3. Label Design and Printing

In this chapter you will learn how to design and print labels with Label Gallery Plus. All examples assume that you use SATO's thermal printer and GalleryDriver.

The screenshots in this chapter show the default view on the Label Gallery user interface. You can change the interface according to your preferences. Basic mode will show only essential option in the dialog boxes and Advanced mode will make all program functionality available. You can switch between modes on-the-fly by clicking on the buttons 'Basic' and 'Advanced' in the dialog boxes or set the default mode in the Label Gallery preferences.

To start designing a label, open Label Gallery Plus. The figure below shows the default working interface of Label Gallery Plus.

Note: The feature of switching between *Basic Mode* and *Advanced Mode* is not available in *Label Gallery Free* and *Label Gallery Easy* editions.



Working window of Label Gallery Plus

3.1 Designing a Basic Label

In this section you will learn how to design a simple label file with fixed and variable objects. The variable objects can obtain values from several sources. You will learn how to:

- a. Provide object values with a keyboard prompt.
- b. Obtain object values from a database.
- c. Preview the label on the screen.
- d. Print the label.


The label you create will look like this:



Basic label

3.1.1 Create a Basic Label

To create a basic label, do the following:

1. Open Label Gallery software (Plus or Easy).
2. Select **New label** in the **File** menu or click on the icon  in the standard toolbar.

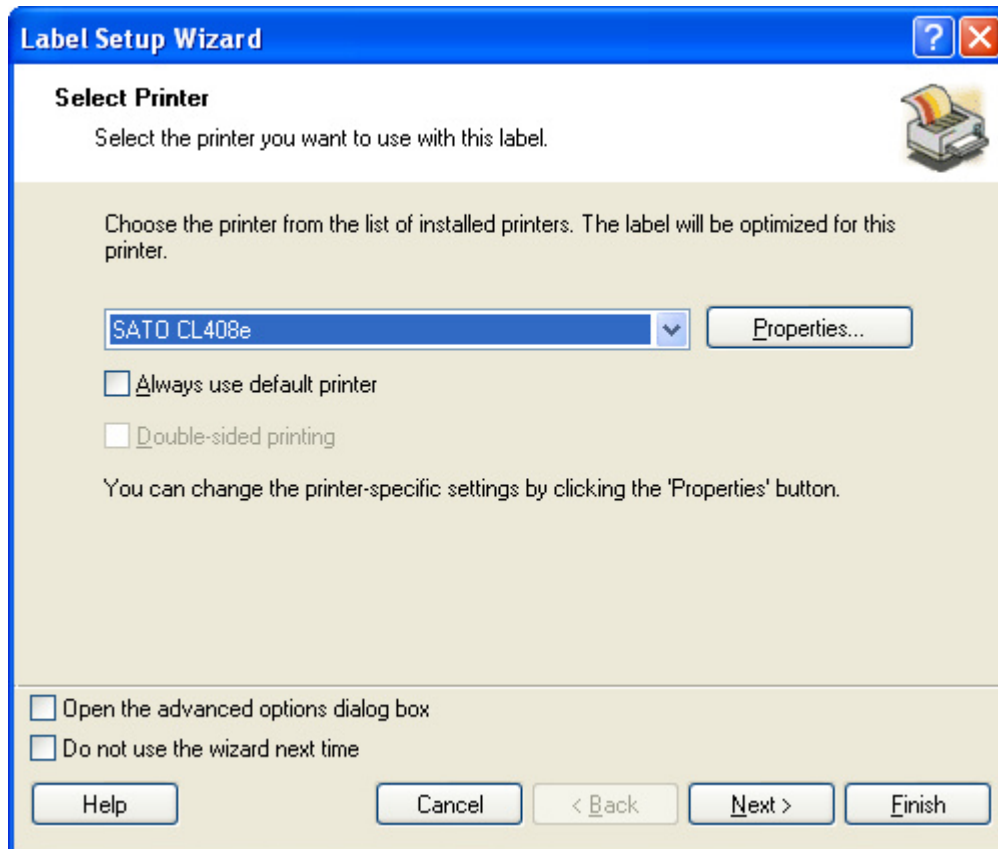
Each time you create a new label, a Label Setup Wizard will start to help you setup the label and connect to the printer.

Note: You can leave the Wizard at any time and accept the default settings for the label by clicking on the **Finish** button.

Select a Printer

1. Select the printer you want to use for label printing.

Note: If you don't find your printer on the list, refer to chapter 2.2.2 **Install Printer Driver** for installation instructions.



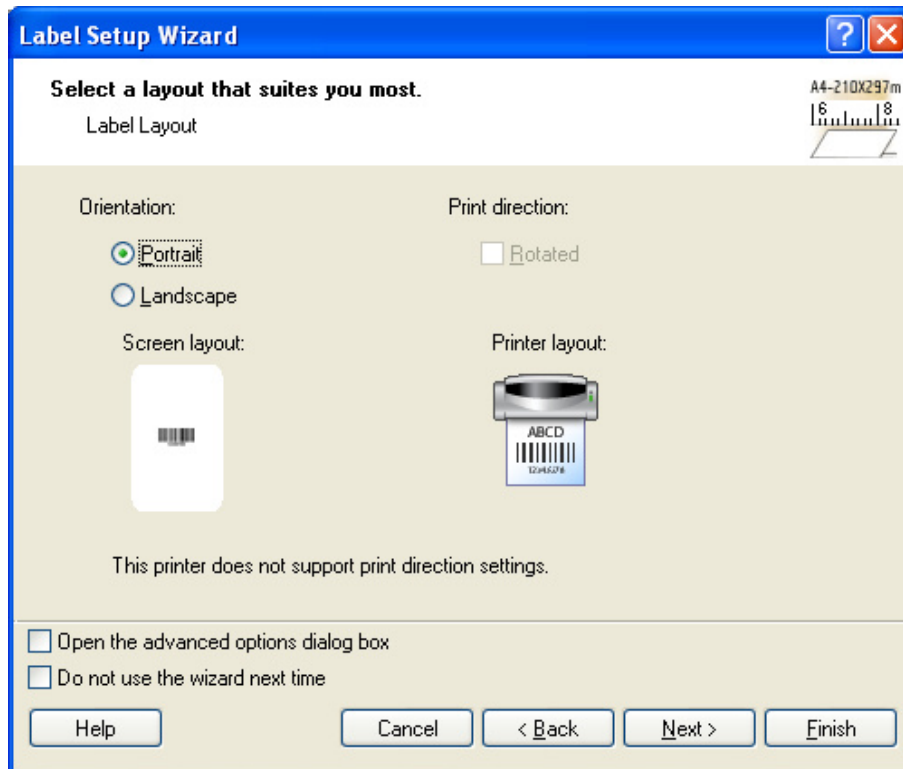
Selecting a printer

2. Click on the **Next** button.

Define Label and Page Dimensions

1. If you want to use the label stock, select your choices in the window **Select Stock**.
2. Click on the **Next** button. A new window will open to define the label dimensions manually.
3. Leave the option *Page Size* on 'User defined' default and check **Automatic Sizing**.
4. Click the Next button. A new window will open.

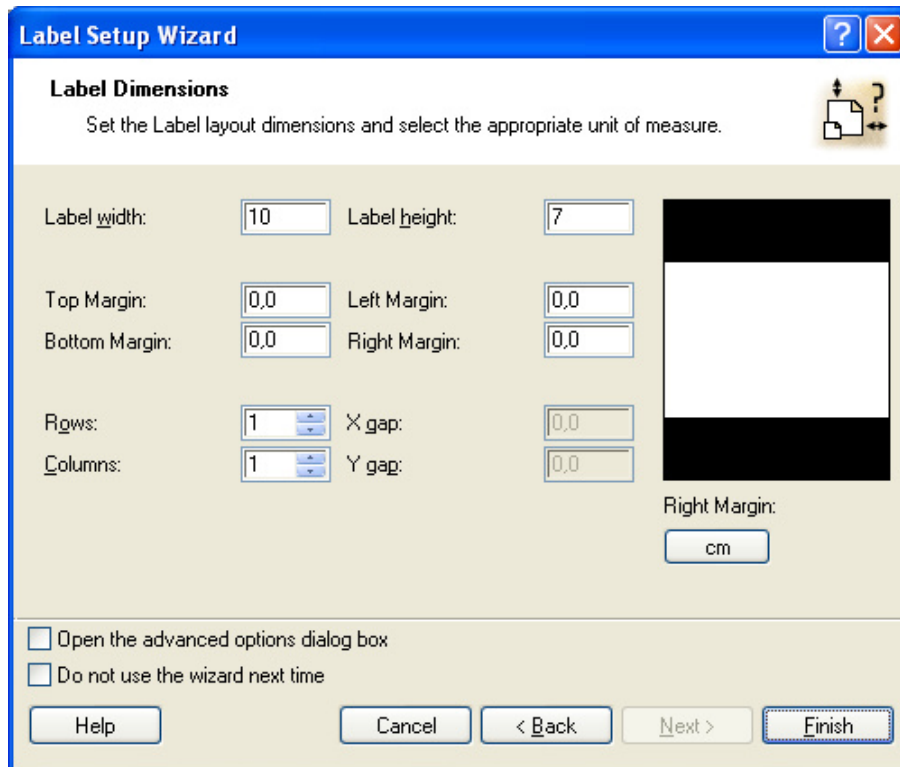
5. Select label orientation and print direction.



Selecting label layout

6. Click on the **Next** button. A new window will open.
Enter *10* for label width and *7* for label height.

Note: Dialog box differs from thermal and office printers.



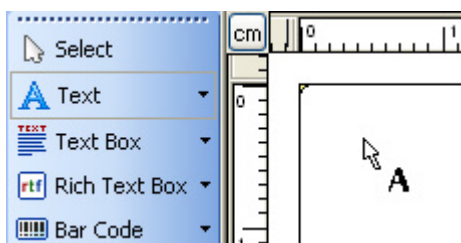
Defining label dimensions

Note: To change the unit of measure from centimeters to inches or other supported units, click on the button with unit of measure below the label preview in the dialog box.

7. Click on the **Finish** button. New empty label will open.

Enter Non-Changing Text

1. Click on the **A Text** button in the **Toolbox**. The text cursor appears on the screen.

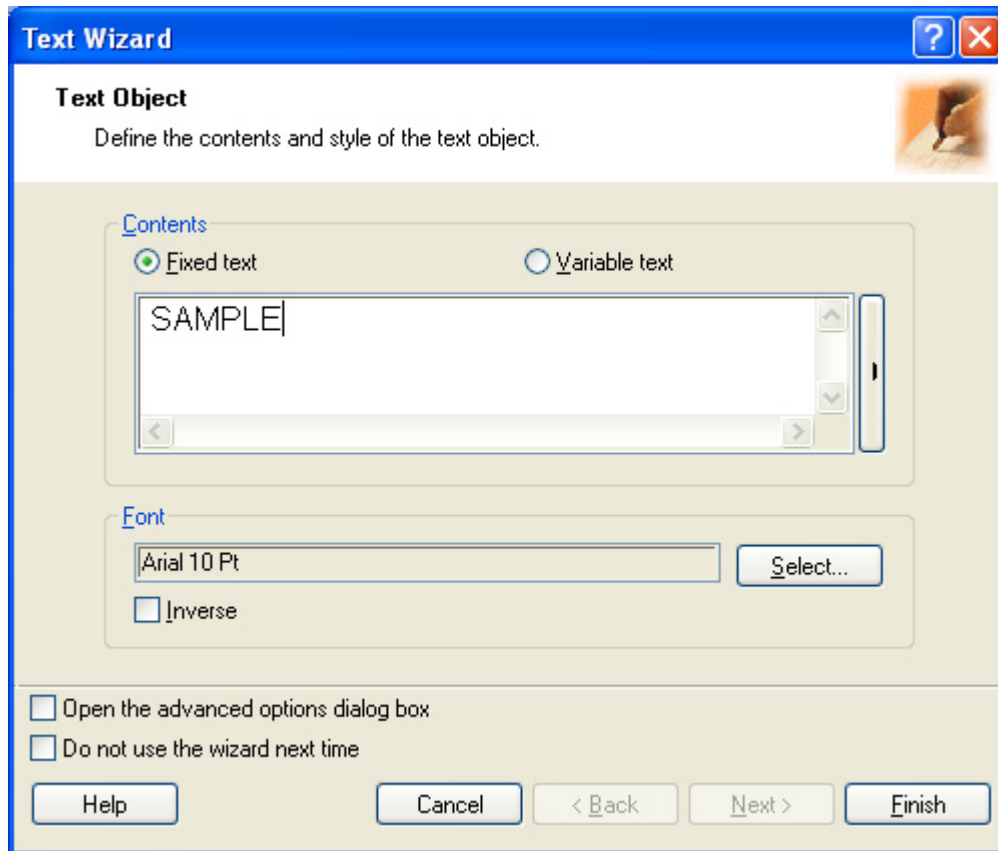


Cursor for text object

2. Move the cursor to the location on the label where you want to place the text object and click on the mouse button.

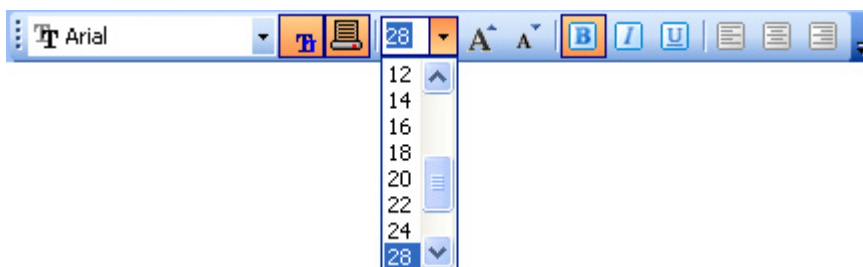
The dialog box with object properties will open.

3. Enter the text "SAMPLE" and click on the **Finish** button.



Entering content for text object

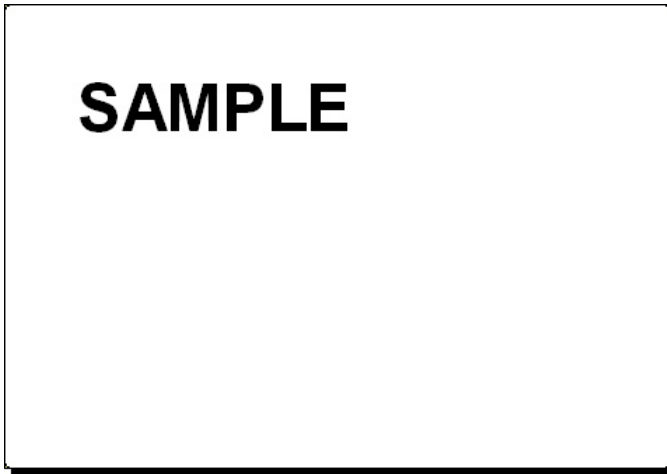
4. Click on the text object to select the object.
5. Change the font for the text object using the Text toolbar.
Choose Arial font, 28 point size and bold style.



Using format options in the text toolbar

6. To change the position and size of the text object, select the text object and drag object with your mouse to the position where you want to have it.


The screen should show the following:

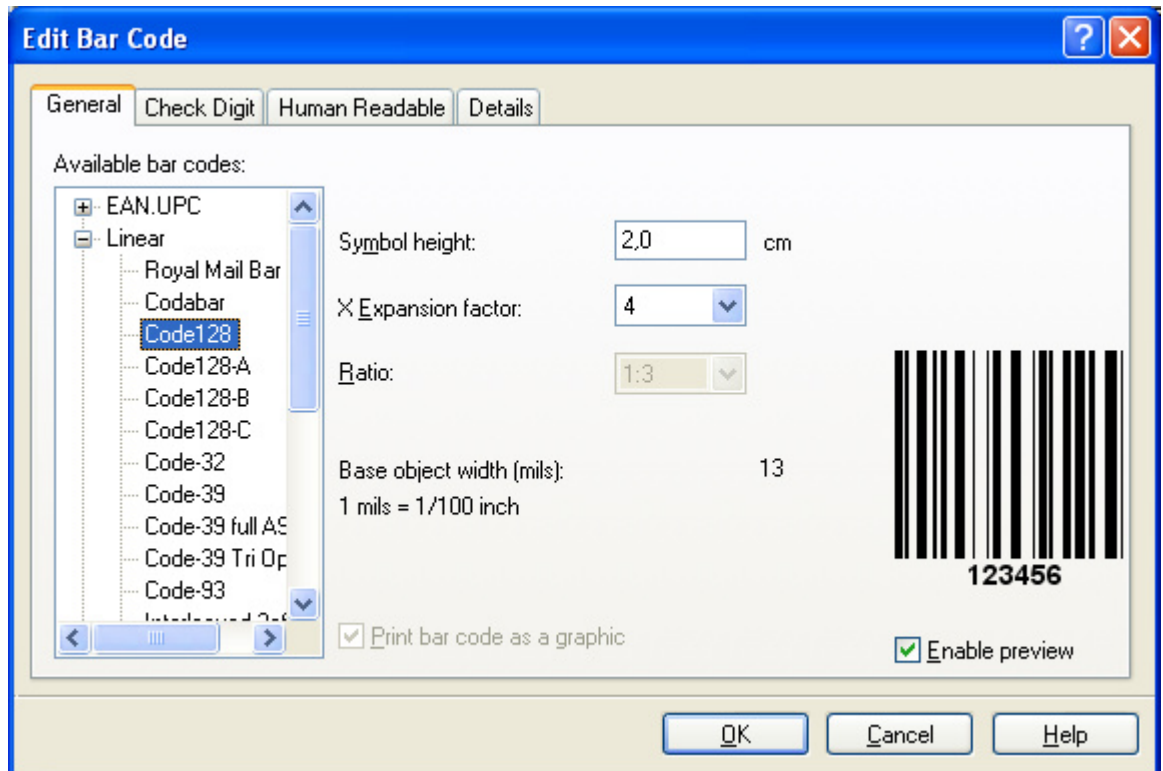


The text object is placed on the label

Insert Bar Code

Now you will add a non-changeable Code128 bar code on the label.

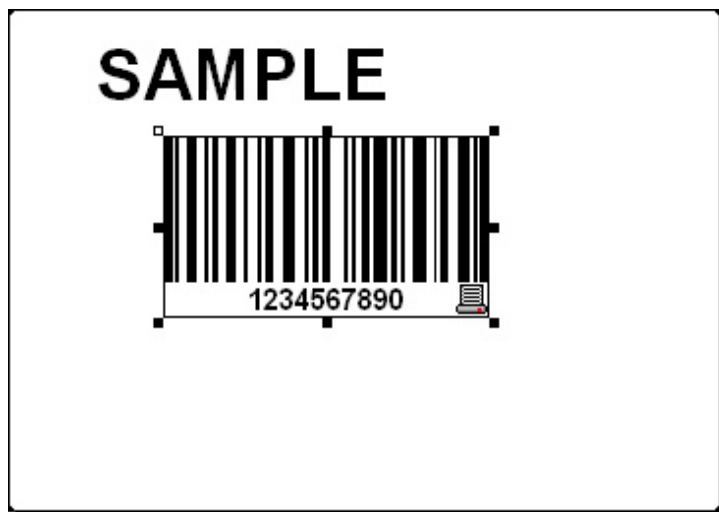
1. To insert the bar code, click on the  button in the **Toolbox**.
2. Move the cursor to the desired position on the label and click on the mouse button.
3. The dialog box with object properties will open.
4. Enter the value 1234567890 for the bar code contents.
5. Click on the **Define** button.
Edit Bar Code dialog box opens.
6. Make sure you select bar code Code128 and click on the **OK** button.



Selecting bar code type

7. Click on the **Finish** button to return to the label.
8. Change the position of the bar code by selecting the bar code and dragging it to the desired position.
9. Change the object size by dragging the object handles. The handles are small rectangles surrounding the object when it is selected.

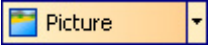
The label should now show the following:



Label with text and bar code objects

Insert Picture

The Label Gallery software works with BMP, PCX, GIF, WMF, JPEG and many other popular graphic formats.

1. To insert the picture, click on the  button in the **Toolbox**.
2. Move the cursor to the desired position on the label and click on the mouse button.
3. The **Open** dialog box will open allowing you to browse for your picture on your hard drive. Go to the folder Sample Graphics and select the picture LEISURE.WMF. Click on the **Open** button.

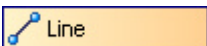
The screen should show the following:




Label with text, bar code and picture objects

Use Drawing Tools

Now you will insert a line to separate a text object from other objects and a rectangle around the picture object.

1. Select the  icon from **Toolbox** and move the cursor to the required starting point of the line.
2. Press and hold down the mouse button while drawing the line. Move the mouse to the end position of the line and release the button. The Line object is placed on the label.

3. Click on the  icon in the **Toolbox** and point the mouse to the upper left corner of the picture.
4. Click and hold the mouse button while you stretch the rectangle to the lower right corner of the picture.
5. To change the thickness of the vertical and horizontal line, double-click on the rectangle object to open its properties. Select the thickness you want and click on the **Finish** button.
6. To edit the drawing object, double-click on the line or rectangle to open the dialog box with its properties.

The label should show the following:



Label with fixed objects

Use Alignment Tools

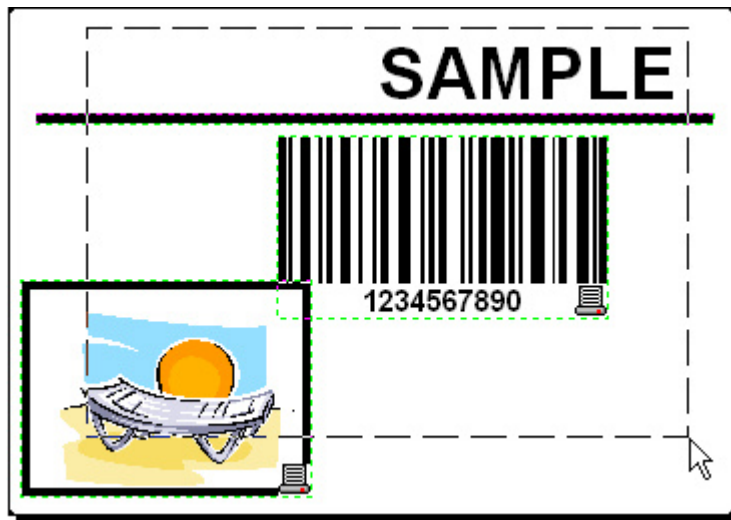
You have placed the objects on the label. Now you want to make sure they are aligned on the horizontal center of the label. You can align objects on the label by using the Align toolbar on the right side of the working window.

To align objects on the label, do the following:


1. Select all objects on the label.

Note: The first object you select determines the alignment orientation for all selected objects.

2. Choose a select arrow in the **Toolbox** and draw a frame around all objects to select all objects.



Selecting the objects on the label

3. In the Align toolbar on the right, click on the icon  to arrange the objects.


The selected objects will be rearranged and positioned on the horizontal center on the label.

Note: There are also other alignment commands available in the *Align Toolbar*.

Note: You can also align the objects to the label grid. The option *Snap to Grid* is available in the *View* menu.

Save a Label

Always save your label during the design process. To save a label, do the following:

1. Select the  icon.
2. Type in the name of the label. For example, enter 'label' for the name of the label.
3. The name of the label is visible in the program caption.




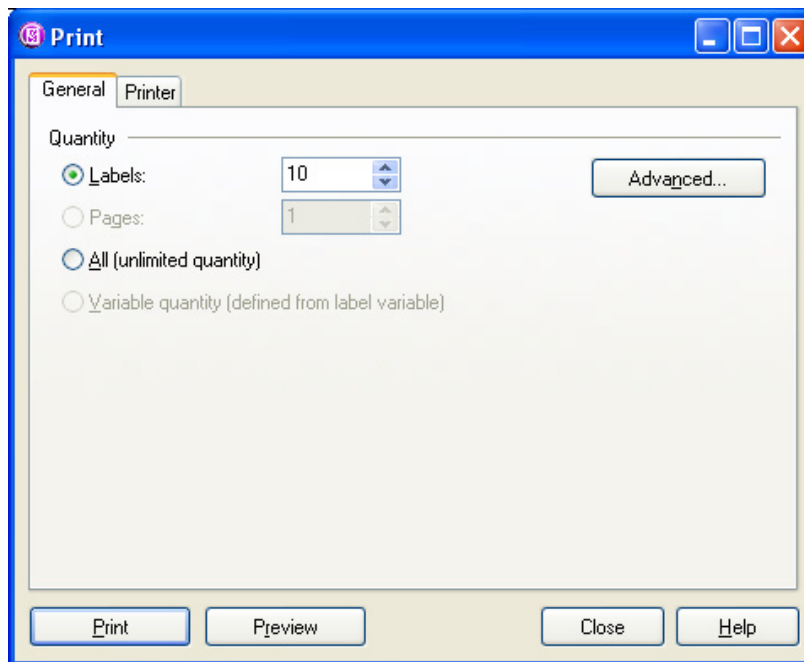
Name of the label in the program caption

Preview and Print a Label

If you want to print a label, you can use the print preview to simulate a print output. The label preview shows the label on the screen.

Simulate printing 10 labels on the screen to check label layout and printing procedure.


1. Click on  icon in the **Standard toolbar** or select the command **Print** in the *File* menu. The *Print* dialog box appears.



Print / print preview dialog box

2. Enter *10* for *Label Quantity* and click on the **Preview** button. Label Gallery will close the dialog box and simulate the production for 10 labels on the screen.

When you are certain that the labels will be printed correctly and the preview shows the correct values, you can proceed to real printing. To actually print the labels, do the following:

1. Click on  icon in the **Standard toolbar**. The *Print* dialog box appears.
2. Enter 10 for the *Label Quantity* and click on the **Print** button. Your printer will now print 10 labels.

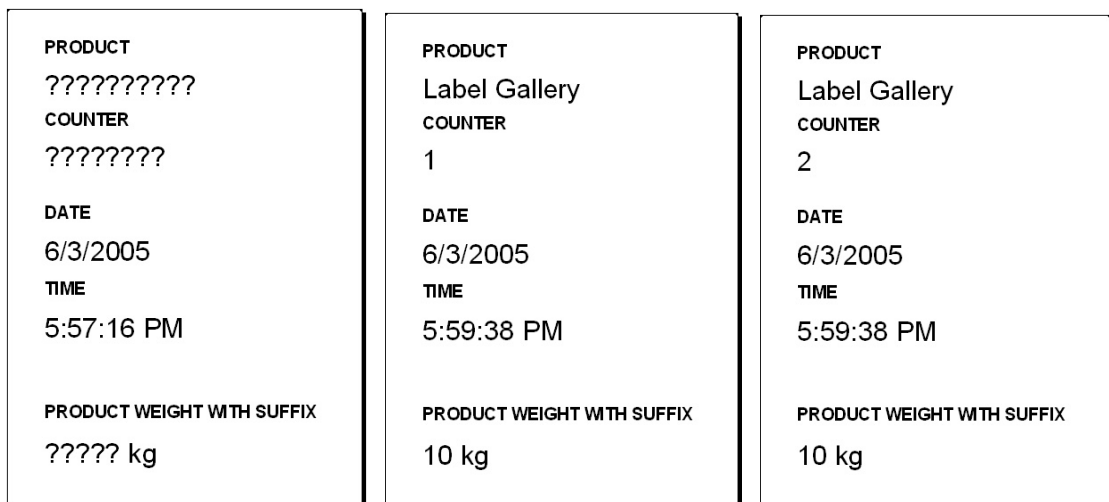
Note: To manage fast and easy label printing, you can print labels from the application GalleryPrint or the form generated with GalleryForm. For more information refer to the chapter **Other Label Gallery Applications**.

*** This feature is not available in Label Gallery Free, Easy & Plus editions.*

3.1.2 Add Variable Fields to a Label

You may want to print the label on which the data changes for each label. Label Gallery software offers different variable fields (counters, date/time fields, operator's input from the keyboard) that you can use with text, graphics and bar code objects.

For this example a new label was created. The following steps explain how to create a label that contains a prompted field, a counter and date/time fields. The captions in the following screenshots were added separately.



The left label shows design mode, the right two labels are two consecutive labels from print preview

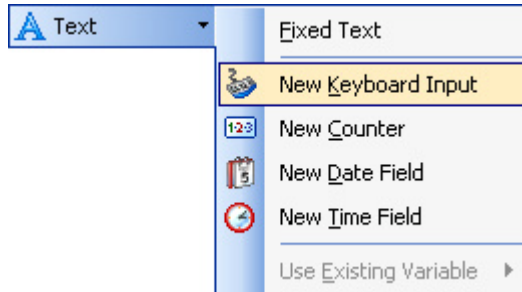
Create Keyboard Entry Variable Fields

The content of a prompted field can be different for every print job. Before you print the label, you enter the value for the field.

1. Click on the small arrow next to the  icon in the **Toolbox** to display a list of available variable types.

2. Select **New Keyboard Input** from the list and click on the label where you want to position the object.

A dialog box with the Variable Wizard will open.



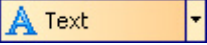
Creating new keyboard input variable field

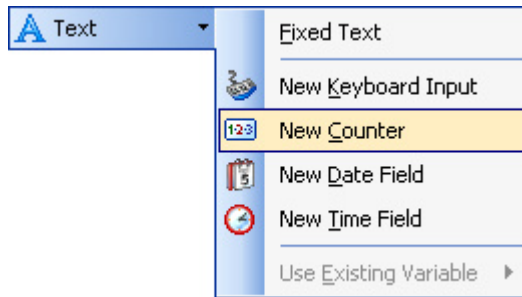
3. Type 'Enter product name' for the option *Display this text to the print operator*.
4. Click on the **Finish** button. The cursor changes its shape to an arrow with a text object.
5. Click on the label where you want to position the prompted field. The text object is placed on the label and linked to the new variable.

Note: When you print the label, you will be prompted to enter the product name, which will be shown in preview on the label and on the printed label.

Create Serialized Data Variable Fields

Now create a counter field on the label. The value of that variable field will automatically increase by one on every label.

1. Click on the small arrow next to the  icon in the **Toolbox** to display a list of available variable types.
2. Select **New Counter** from the list.
3. A dialog box with counter properties opens.



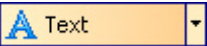
Creating new counter variable field

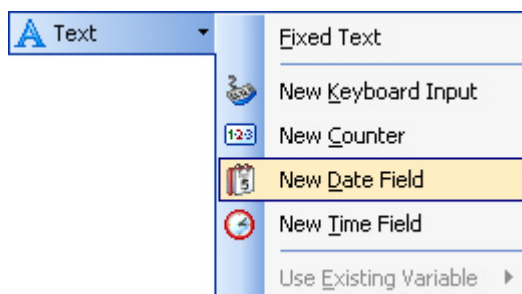
4. Leave everything as default so that the counter will always start from 1 and increase by one on each label.
5. Click on the **Finish** button.
6. Click on the label where the counter should be placed.
The new variable is linked to the text object on the label.

Note: Typically, the counter will increase by 1 on each label. For example, 1, 2, 3, 4, 5, etc. You can also define different incremental steps.

Create Date and Time Variable Fields

Content of the variable field can be filled automatically with the date or time stamp from the computer clock or printer clock (for supported printer models).

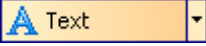
1. Click on the small arrow next to the  icon in the **Toolbox** to display a list of available variable types.
2. Select **New Date Field** from the list. A dialog box with date properties opens.



Creating new date variable field

3. Leave everything as default and the date will be used on the label using the format as defined in your Windows operating system.

To place a time stamp on the label, do the following:

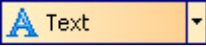
1. Click on the small arrow next to the  icon in the **Toolbox** to display a list of available variable types.
2. Select **New Time Field** from the list.
3. Click on the **Finish** button.
4. Click on the label where the time or date field should be placed.


The new variable is linked to the text object on the label.

The date and time fields are updated when you preview or print the label. In this example the values will come from the system clock of your computer.

Use Prefix or Suffix Options

You can add a prefix and suffix to each variable field on the label. Both are added to the value when you preview and print the label.

1. Click on the small arrow next to the  icon in the **Toolbox** to display a list of available variable types.
2. Select **New Keyboard Input** from the list.
3. A dialog box with variable properties will open.
4. Type the text 'Enter product weight' for the option *Display this text to the print operator*. Set the allowable characters to digits and click on the **Next** button.
5. Enter ' kg' for the **Suffix** option.




Defining the variable suffix

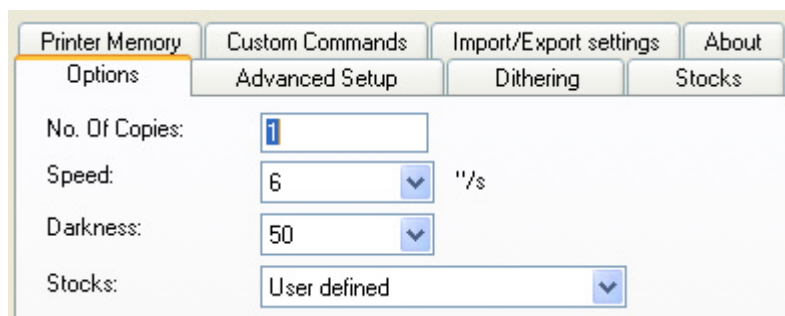
6. Click on the **Finish** button.
7. Click on the label where you want to position the prompted field. The text object is placed on the label and linked to the new variable. When you will preview or print the label, the suffix ' kg' will be appended to the entered value on the right side.

3.1.3 Change Common Printer Settings

When you start designing a label, you tell Label Gallery software to what printer the label should be connected. Each label file remembers the printer settings for the selected printer driver on the label.

As an example, you will change the printing speed and darkness. To change the printer settings, do the following:

1. Go to File – Printer Settings. The window with the printer settings will open.
2. Open the Options tab.
3. Change the **Speed** and **Darkness** options.
4. Click on the **OK** button.
5. Save the label by clicking the  button in the Standard toolbar or selecting the command **Save** in the *File* menu.



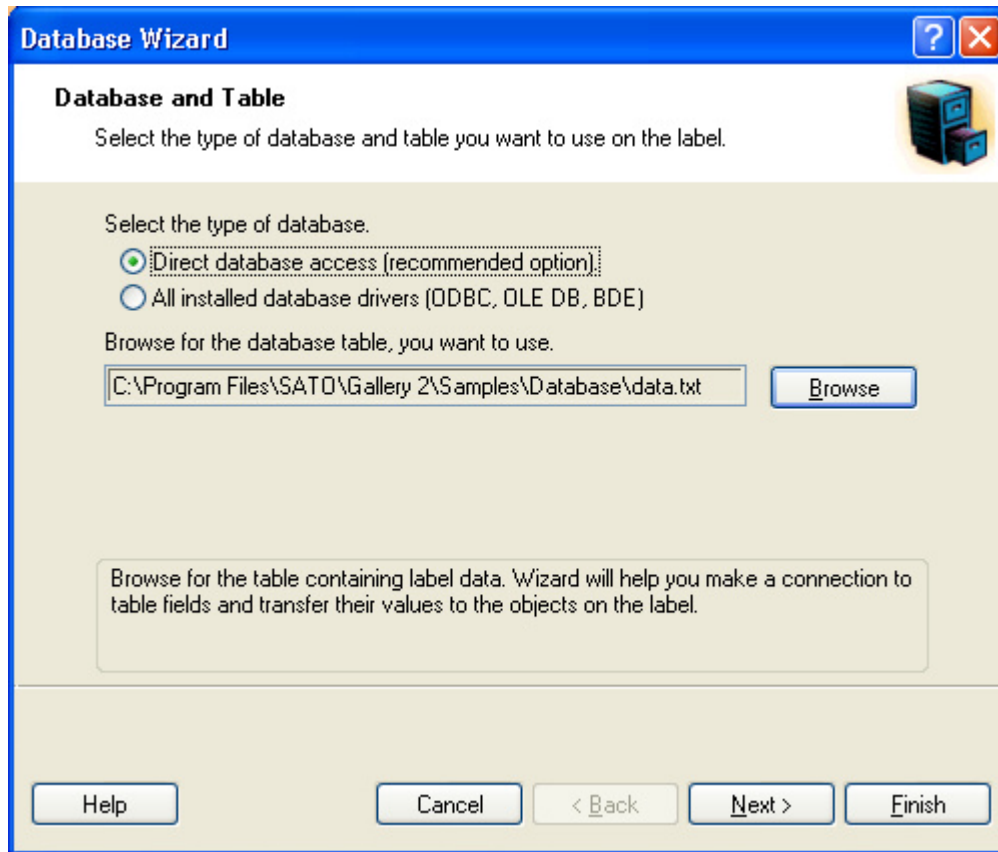
Printer driver properties

Note: Any changes in the printer settings dialog box will be saved to the label and applied to future print actions.

You can also change the printer settings right before the label is printed.

1. Select the **Print** option in the File menu.
2. Go to the Printer tab.
This tab allows you to change the printer just before printing begins, but it also enables you to change common printer settings like speed, darkness and print direction.

Note: Changes to the settings in the Printer tab will not be saved in the label but used only at print time.



Selecting the text database

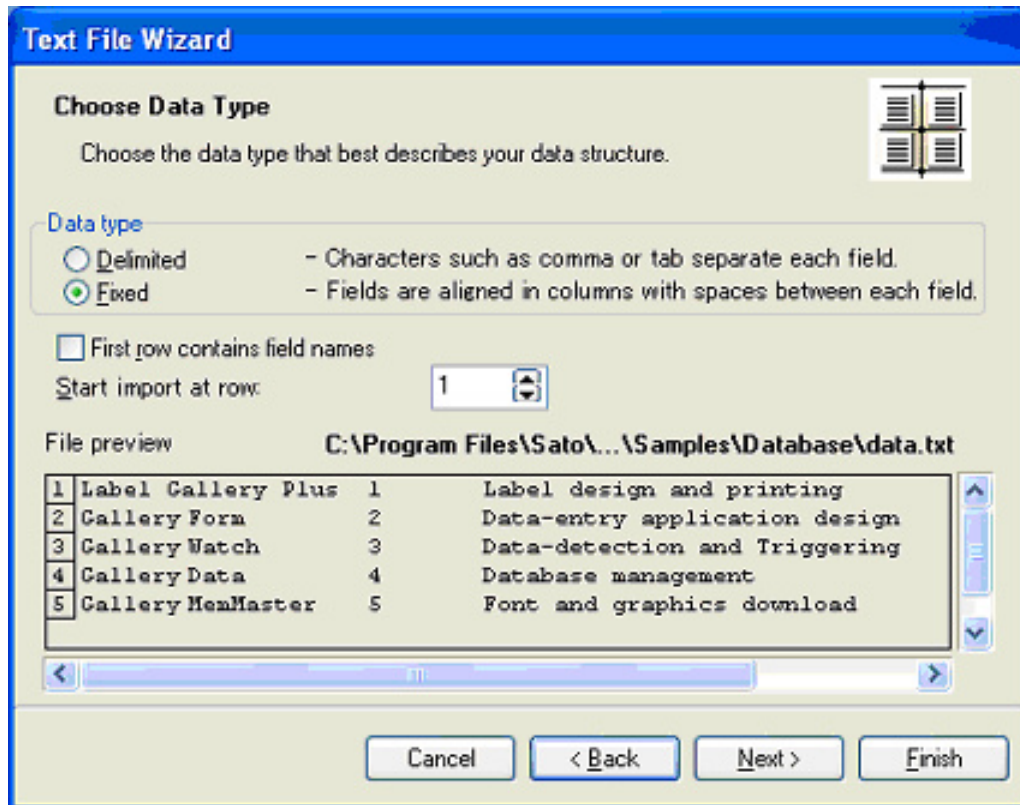
3. Click on the **Next** button.

Note: If you connect to the database for the first time, you need to define the database structure. Continue with the next section.

3.2.2 Format the Data with the Text File Wizard

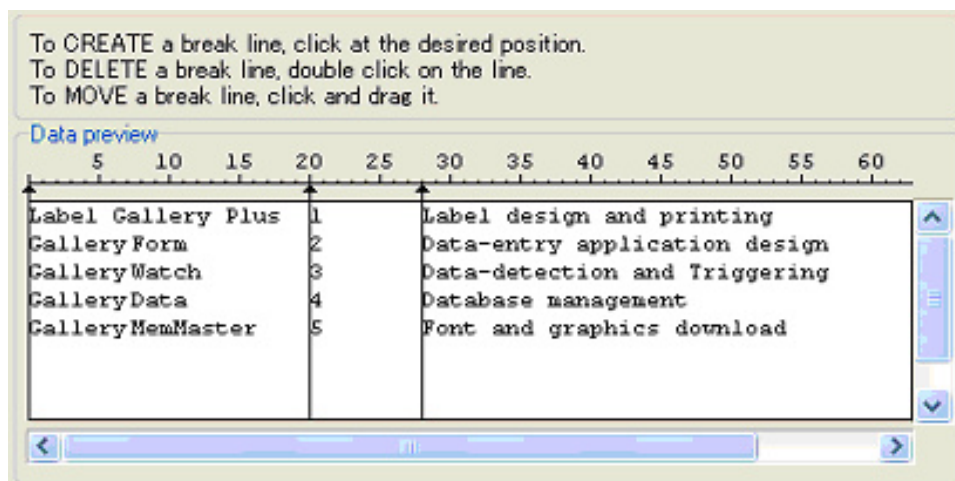
Because the text files do not contain the structural information like real databases do, you must define the fields and their data structure. When you use the same text database some other time, you won't have to define the structure again.

1. Choose the data type for the selected text database. The fields are aligned in columns, so you must select the option **Fixed**.



Defining the type of the text database

2. Click on the **Next** button.
3. Define the widths of the individual columns by placing a break line before the second column and before the third column.



Defining the fields in the text database

4. Click on the **Next** button.
5. Accept the default field names and click on the **Next** button.

- Review the text database structure. The field names and their maximum lengths are displayed. Click on the Finish button to close Text File Wizard.

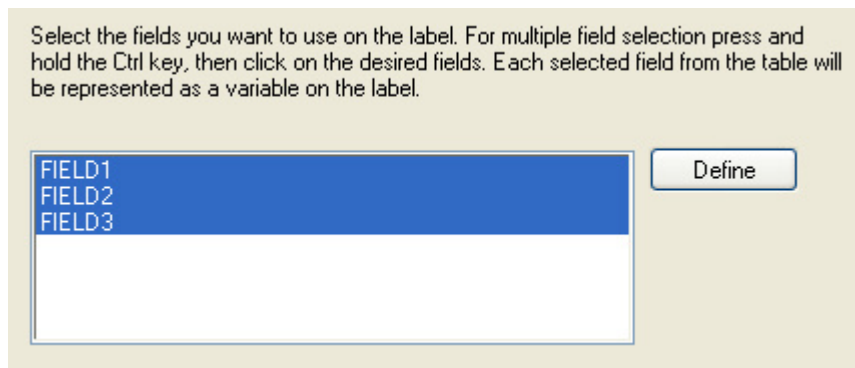
The link to the database has been created and database fields are available on the label.

Label Gallery brings you back to the Database Wizard.

3.2.3 Place Database Fields on a Label

The next step in the Database Wizard opens the dialog box with the list of available fields from the database.

- By default all fields from the database will be used on the label. Click on the **Next** button.



Using all fields in the text database

- Specify what records and how many you want to print:

Select the options **I want to select which record to print** and **I will enter label quantity for each selected record**. Before printing labels, the table with the records will open and you will be able to select the records you want to print and the quantity of labels for each record.

Select which records do you want to print.

I want to print all records from the table

I want to select which record to print

Specify how the label quantity information is defined.

Print one label for each record in the database

One field in the table contains the label quantity information

I will enter label quantity for each selected record

Specifying which records from the database will be printed and in what quantity

3. Click on the **Next** button.
4. Select if the Database Wizard should link all selected fields from the database to the text objects on the label or if you want to link the fields manually to the label.
5. Click on the **Next** button.
6. Select **I want a text object for each selected field** and click on the **Finish** button.

Define how you want the selected database fields to be used on the label:

I want a text object for each selected field


I will link the database fields to the objects myself later

Each field from the database will be linked to a text object

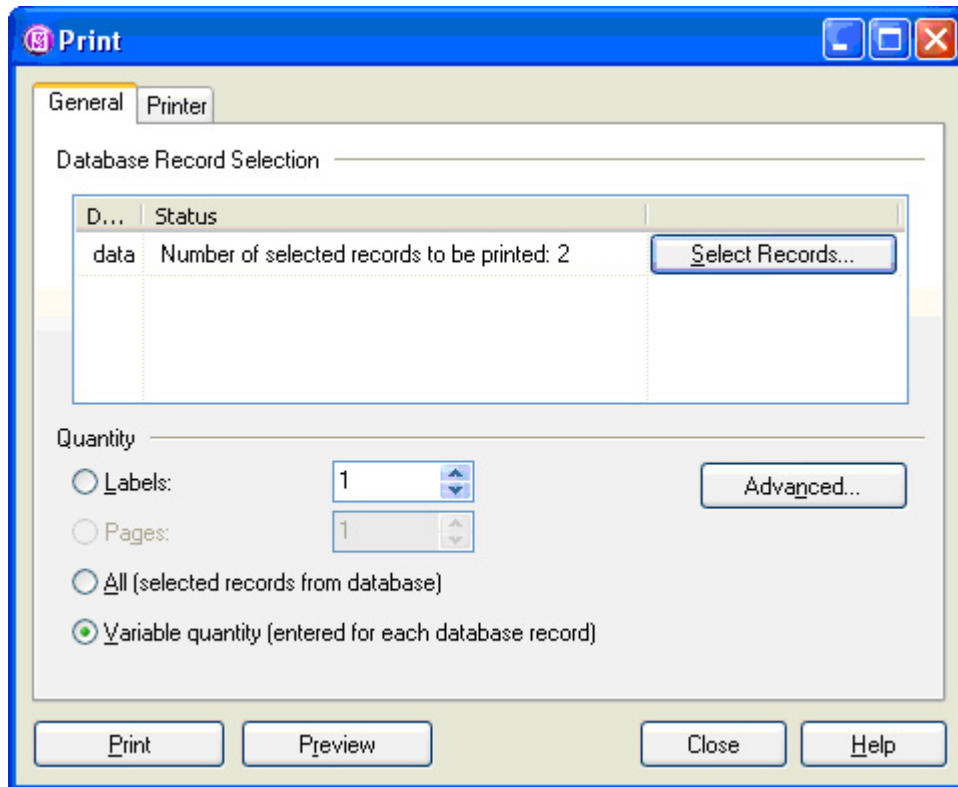
The label will show several text objects. Every field from the database is linked with the text object on the label.

3.2.4 Use Print Preview to Select Data and View a Label

Now you will simulate label printing using print preview.

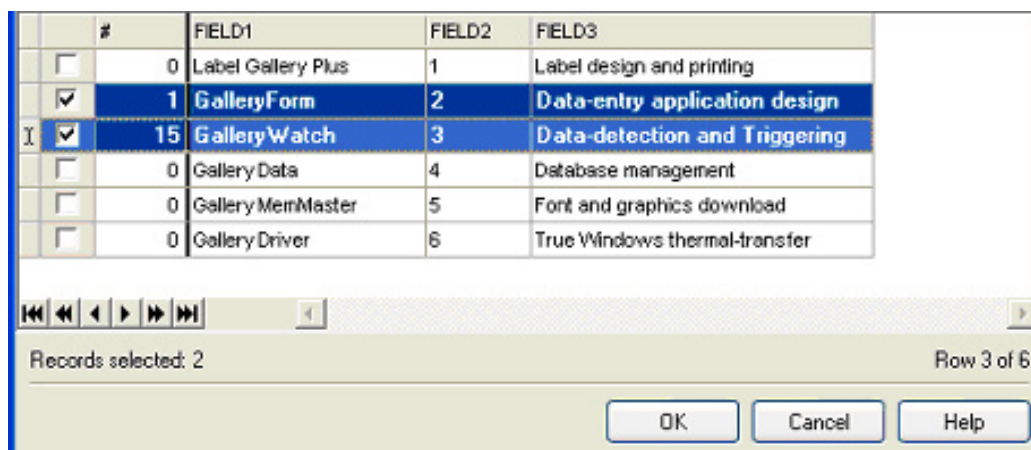
1. Click on the print icon  in the Standard Toolbar.
2. The Print dialog box opens with the Quantity of labels set to **Variable quantity (entered for each database record)**. This setting corresponds to your selection in the Database Wizard when you have selected the options **I want to select which record to print** and **I will enter label quantity for each selected record**.

Only the records you select will be printed in the defined quantity.



Print / Print preview dialog box

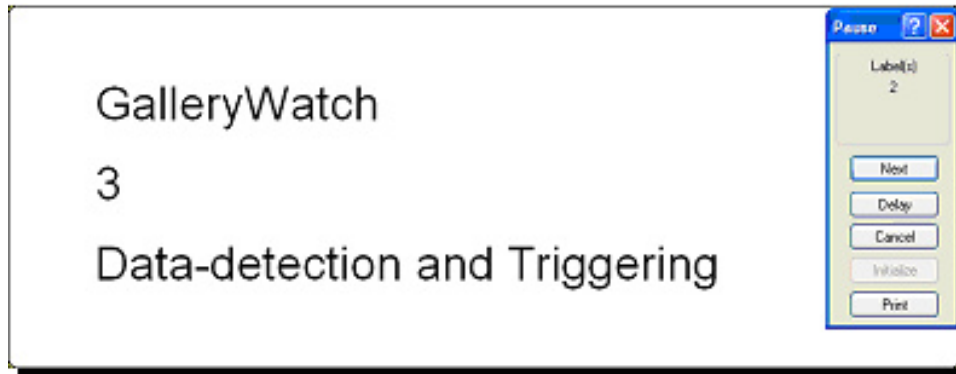
3. To choose which records to print from the database click on the **Select Records** button. The **Record Selection** dialog box will open.
4. Select the records from the database you want to print and enter the number of labels you want to print for each selected record.



Selecting records and specifying label quantity

5. Click on the **OK** button. You will return to the Print dialog box.

- Click on the Preview button. Now you can preview the labels on the screen. Note that the text objects on the label change for each new record.




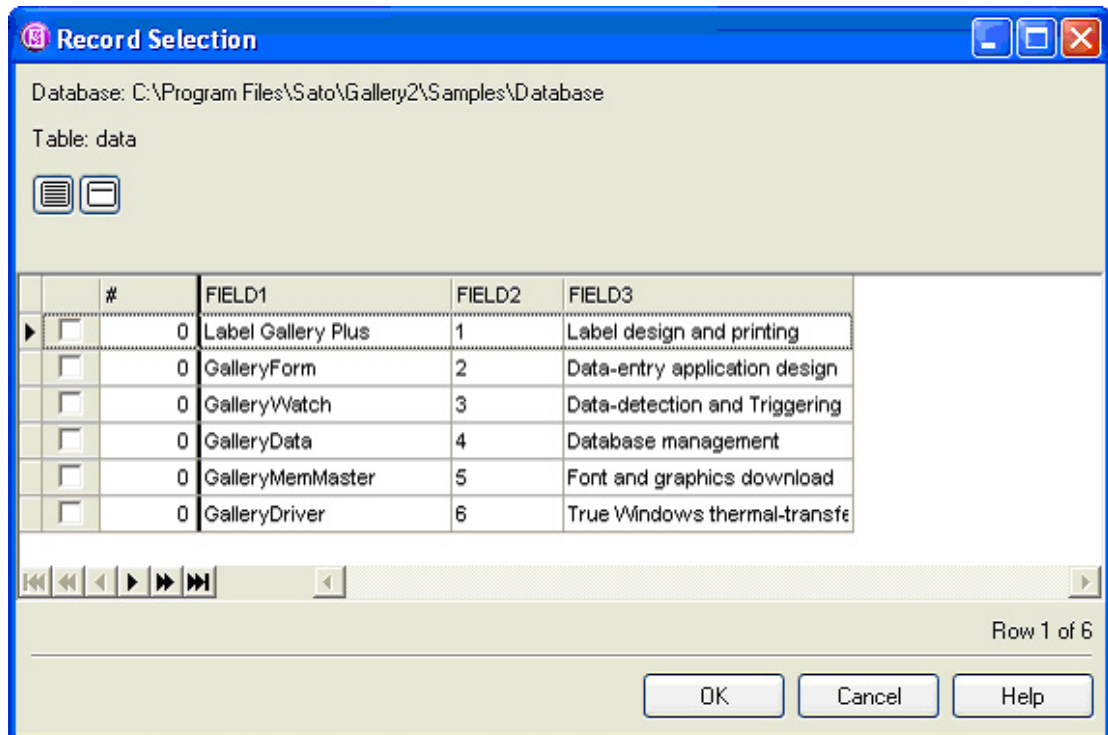
Preview of the second label in the series

- Click on the **Next** button in the command window to advance to the next label in the series. After you see the last label in the preview series, Label Gallery will re-open the Print dialog box.
- Click on the **Close** button to close the Print dialog box.

3.2.5 Print a Label

When you are certain that the label design is correct and label preview shows the correct values from the database, you can start sending the labels to the printer. To print a label, do the following:

- Click on the print icon  in the **Standard Toolbar**.
The Print dialog box will open (same as the print preview dialog box).
- Click on the button **Select Records** and select the records you want to print and specify the label quantity for each record.



Selecting records and specifying label quantity

3. Click on the **OK** button.
4. Click on the **Print** button to start printing labels.
5. Click on the **Close** button to close the dialog box.

3.3 Designing an Advanced Label

In this section you will learn how to design a label with advanced features. You will learn how to create a label using:

- a. EAN.UCC 128 bar code.
- b. Links to advanced databases.
- c. Advanced objects and functions.

3.3.1 Create a Label with EAN.UCC 128 Compliance


EAN.UCC 128 compliant bar codes are often used for encoding data into the bar code. Label Gallery provides an EAN.UCC 128 Bar Code Wizard that helps you merge the data components (Application Identifiers) into the final bar code.

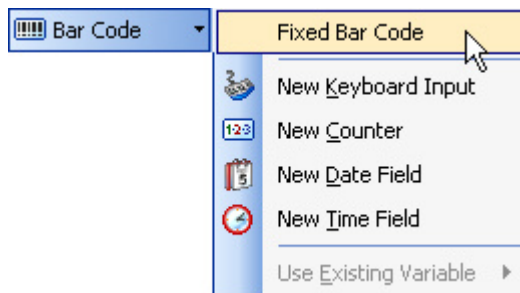
Edit Bar Code EAN.UCC 128



The designed label with EAN.UCC 128 bar code

To define the EAN.UCC 128 bar code, you first select this bar code type and assign a value to it.

1. Click on the small arrow button next to the  Bar Code button in the **Toolbox**.
2. Select Fixed Bar Code in the context menu.



Creating a fixed bar code

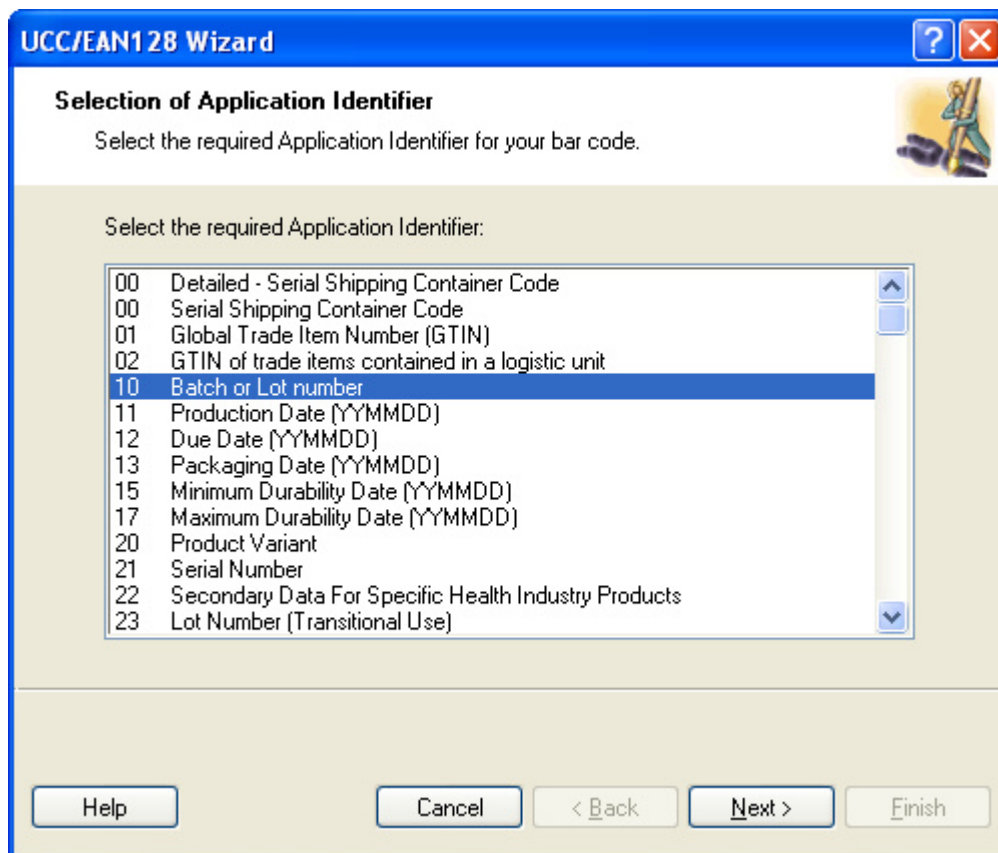
3. Move the cursor to the location on the label where you want to place the text object and click on the mouse button.
4. The wizard with object properties will open.
5. Click on the button **Define**. The dialog box *Edit Bar Code* will open.
6. Expand the group EAN.UPC and select the bar code EAN.UCC 128.
7. Click on **OK** button to go back to the *Bar Code* dialog box.
8. Click on the **Next** button.

The EAN.UCC 128 Wizard will open.

Add Content to EAN.UCC 128 Using EAN.UCC 128 Wizard

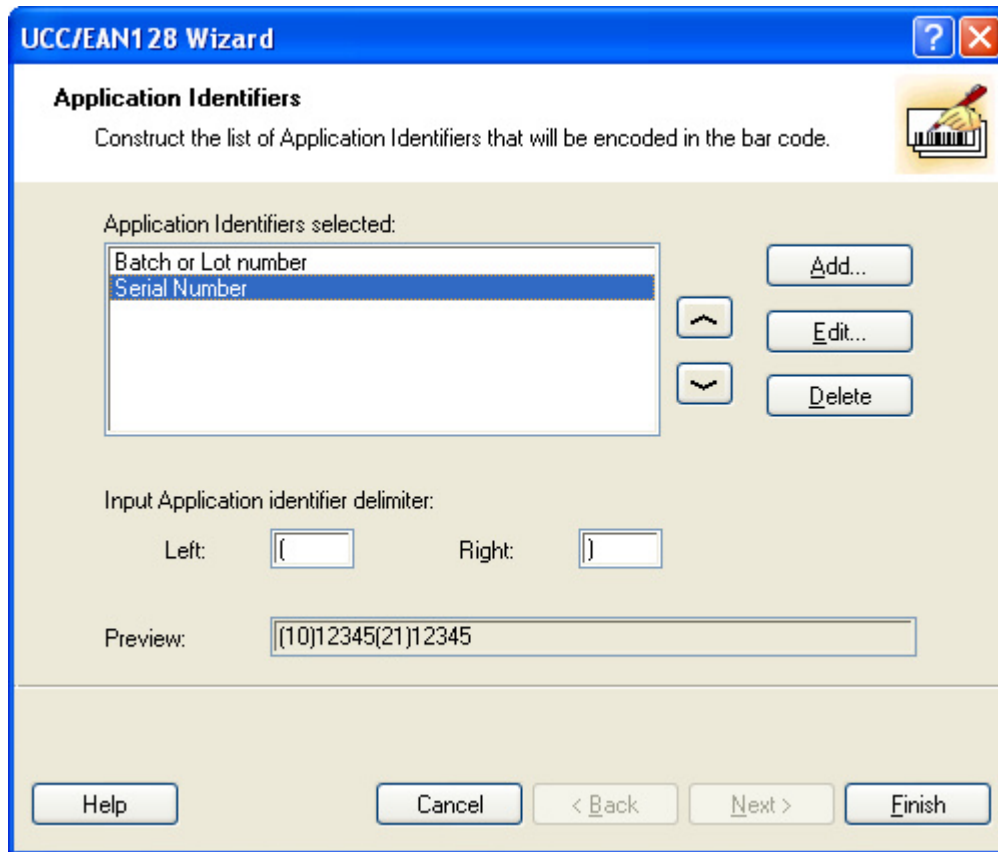
Use the EAN.UCC 128 Wizard to help you add the necessary Application Identifiers (AI) in the bar code. Complete the following steps with the wizard:

1. Select **10 Batch or Lot number**.



Selecting Application Identifier from the list

2. Click on the **Next** button.
3. Select **Fixed** and click on the **Next** button.
4. Enter the sample data, for example '12345'.
5. Click on the **Next** button. A dialog box showing all AI contained in this bar code will open.
6. Click on the **Add** button to start adding a new AI.
For example, select AI 21 (Serial Number). Repeat steps from 1 to 5 above.



Two Application Identifiers are defined

7. When you are satisfied with the designed AI and their positions within the bar code, click on the **Finish** button.

The EAN.UCC 128 bar code is placed on the label.

3.3.2 Link a Label to Advanced Databases

You can use the Label Gallery to retrieve data from any database on your computer or network. If you have the appropriate database drivers, you can connect to the database and use the records on the label.

Note: Label Gallery Free does not have all database options available.

*** This feature is not available in Label Gallery Free edition.*

With Label Gallery, you can connect to any database type as long as you have the appropriate database drivers installed on your computer. Label Gallery supports different database drivers like ODBC, OLE DB and BDE. Your computer comes pre-installed with database drivers for frequently used database types, but you can always install additional drivers.

You have total control over which records in the database table will be printed. By default all records are printed, but you also have the option to select the records for printing. Before the labels are processed you can select the records in the table that you want to print. You can also specify the print quantity for each record.

Advanced record selection techniques are also available in Label Gallery. You can create database filters and obtain only the records that match the conditions. The same functionality allows you to join two or more database tables together and obtain values for the same product from multiple databases.

Manual modification of the SQL sentence is available for advanced users.


Note: For more information about linking to the advanced databases please refer to the User Guide or help file.

3.3.3 Using Advanced Objects and Functions in Label Gallery

Note: *The features described in this chapter are not available in Label Gallery Free & Easy editions.*

Create Text Box Object

The Text Box object enables you to use free-flow text inside the designed Text Box frame without being limited to a one-line text. To create a Text Box object, do the following:

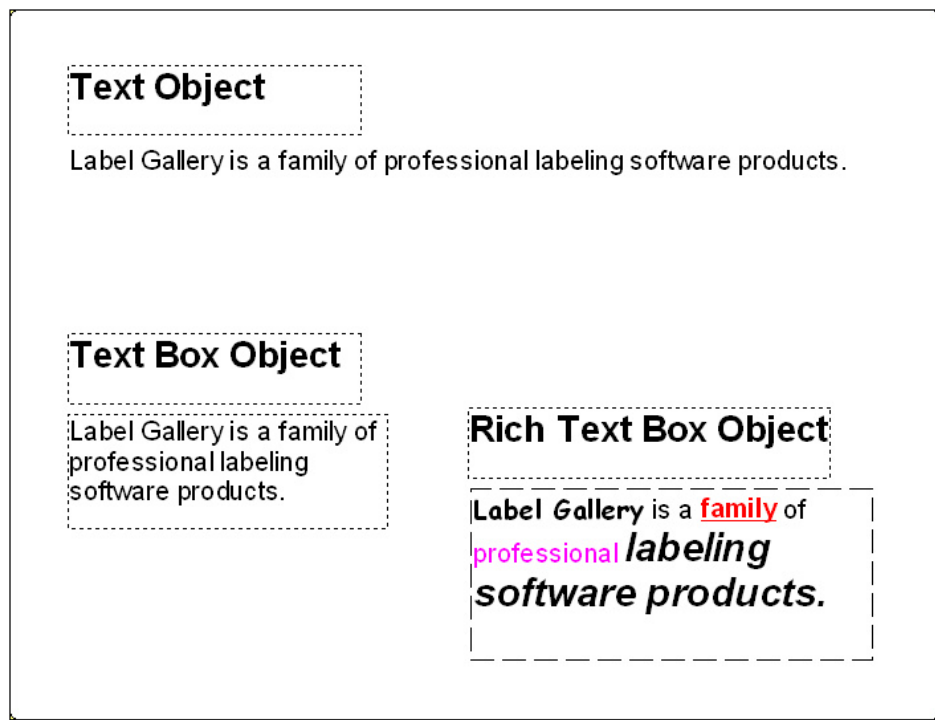
1. Click on the  button in the **Toolbox**. The text box cursor appears on the screen.
2. Move the cursor to the location on the label where you want to place the text box object and click on the mouse button. The properties of the object will open.
3. Open the **Value** tab and type in the text content.



Entering value for Text Box object

4. Click on the **OK** button. The Text Box object is placed on the label.
5. Double click the Text Box to open its properties.
6. Go to the **Detailed** tab and select the option **Best fit**.


Note: When you change the size of the Text Box frame, the content will automatically align to the new size.



All three text objects are available in Label Gallery

Create Rich Text Box (RTF) Object

The Rich Text Box object enables you to format text in any kind of font types and styles. To create a Rich Text Box object, do the following:

1. Click on the  button in the **Toolbox**. The rich text box cursor appears on the screen.
2. Move the cursor to the location on the label where you want to place the text box object and click on the mouse button. The rich text editor will open.
3. Enter the content.
4. Use the text toolbar in the editor to format the characters.
5. Click on the **OK** button. The Rich Text Box object is placed on the label.
6. Double click the Rich Text Box to open its properties.
7. Go to the **Detailed** tab and select the option **Best fit**.
8. Click on the **OK** button.

The text size in the Rich Text Box object automatically changes when you resize it.

Use Functions to Manipulate Label Data

Label Gallery enables you to work with variable values on the label, manipulate the values and use them with other label objects. Label Gallery offers a group of functions that help you work with the variable values. There is always some input to the function that the function manipulates and always some output that is stored to a function-generated variable. The function-generated variable can be linked to label objects or used in other functions.

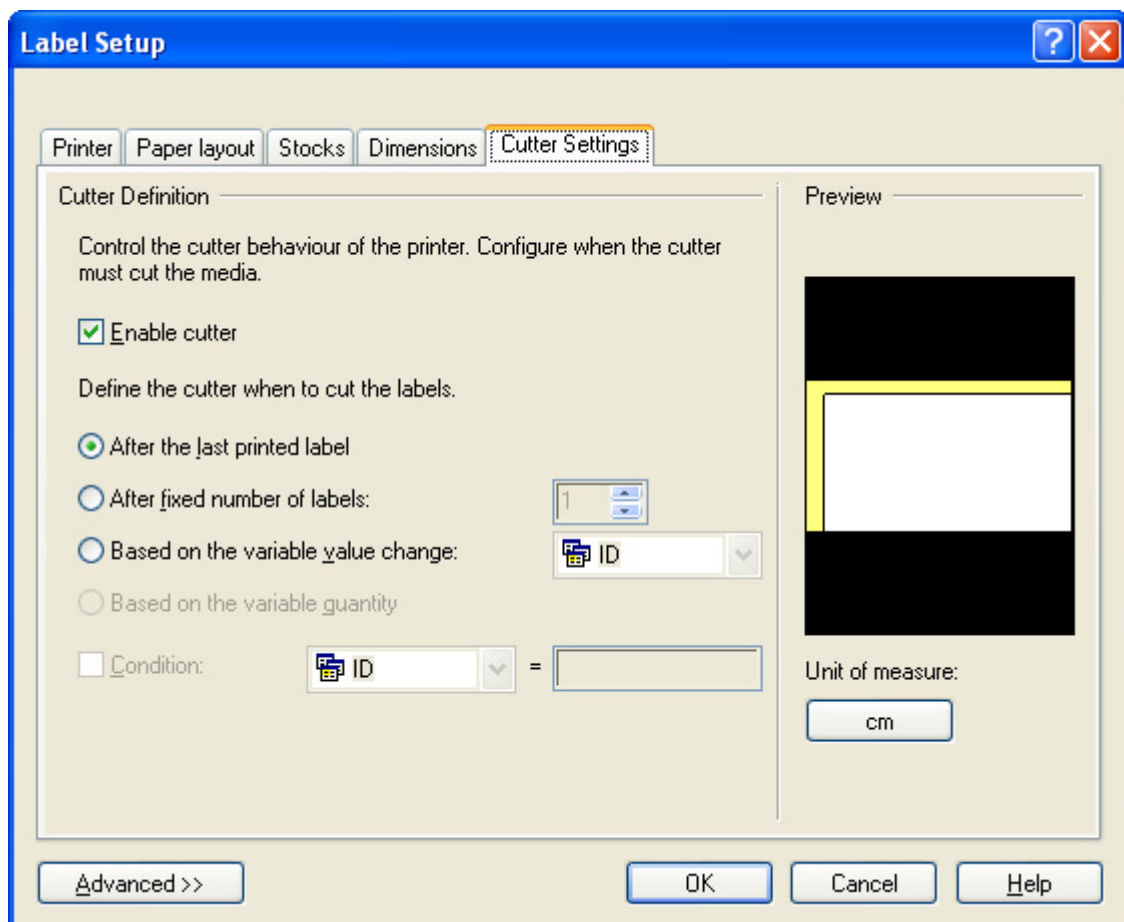
There are many Label Gallery functions available, such as Concatenate (for linked fields), Subset, Date addition, FACT, HIBC and Visual Basic script. Visual Basic script is a powerful function allowing you to perform advanced data manipulation.

Note: For more information about Label Gallery functions please refer to the User Guide or Help file.

Control Cutter in the Printer

If you have a thermal printer equipped with the cutter, you can control the cutter action from Label Gallery. You must use GalleryDriver for your thermal printer if you want to control the installed cutter. To set up the cutter control, do the following:

1. Select the option **Label Setup** in the File menu.
2. Go to the Cutter Settings tab.
3. Select the option **Enable cutter**.



Enabling cutter functionality

Note: Label Gallery Easy edition can control the cutter. However, you cannot use the Label Setup dialog box. Instead you must define the cutter parameters in the properties of the specific printer driver. Please refer to the Help file for instructions how to set up the cutter in Label Gallery Easy.


3.4 Designing an RFID Smart Label

Note: *This feature is not available in Label Gallery Free & Easy editions.*

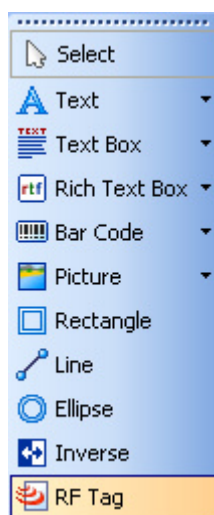
Radio frequency identification (RFID) refers to technologies that use radio waves to automatically identify individual or groups of items. Label Gallery and GalleryDriver support programming and printing of RFID tags embedded in a label.

Note: You can use RFID functionality in Label Gallery only if you have installed GalleryDriver with RFID support. Make sure you install the GalleryDriver of your RFID printer before you design and print an RFID smart label.

3.4.1 Create RFID Smart Label

1. Click on  button in the **Standard toolbar**. Label Setup Wizard will start.
2. Select the printer that supports RFID smart label printing.
3. Click on the **Finish** button.

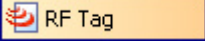
You will see that ‘RF Tag’ command is enabled in the **Toolbox** on the left side of the Label Gallery working window.

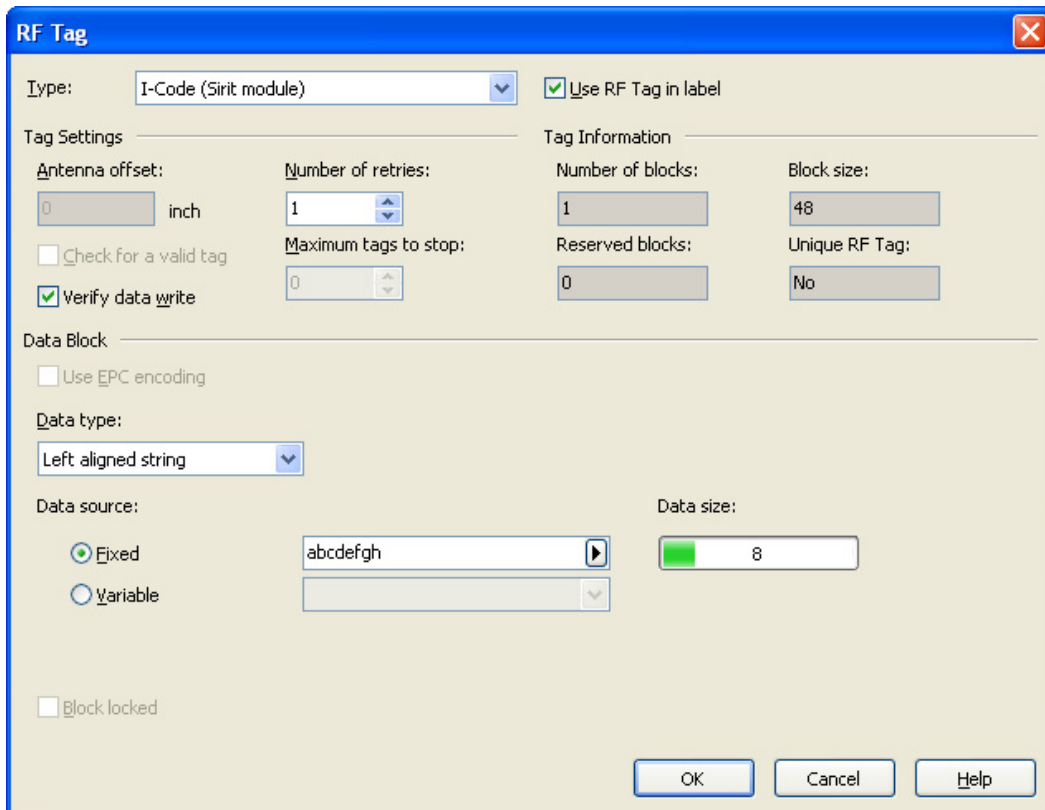


RF Tag is available for use

3.4.2 Encode RF Tag

The RF tags embedded into the label are usually of two types: HF tags or UHF tags.

1. Click on the button  in the **Toolbox** to begin encoding the data. The RF Tag dialog box opens.



The screenshot shows the 'RF Tag' dialog box with the following settings:

- Type:** I-Code (Sirit module)
- Use RF Tag in label
- Tag Settings:**
 - Antenna offset: 0 inch
 - Number of retries: 1
 - Check for a valid tag
 - Verify data write
- Tag Information:**
 - Number of blocks: 1
 - Block size: 48
 - Reserved blocks: 0
 - Unique RF Tag: No
- Data Block:**
 - Use EPC encoding
 - Data type: Left aligned string
- Data source:**
 - Fixed: abcdefgh
 - Variable
- Data size:** 8
- Block locked

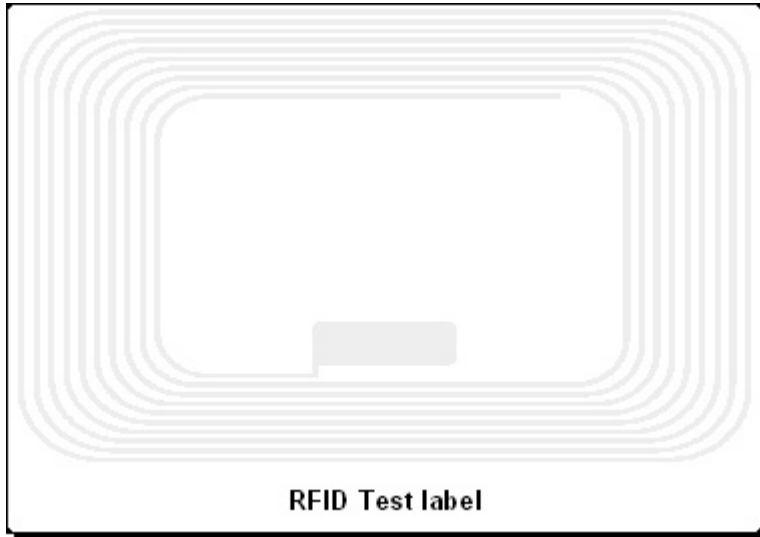
Encoding contents for RF Tag

2. Select the type of the RF Tag you want to use from the list box on the top of the dialog box.
3. Select the option **Use RF Tag in label**.

Note: If you don't select this option, the definition of tag content is saved but not sent to the printer.

4. Go to the first available block in the section **Data Blocks** and click on the **Data** cell in the table.
5. Type in the value you want to encode into this block. Repeat the process for other blocks.

6. Click on the **OK** button. A schematic view of the RFID Tag antenna will open in the label background identifying the definition of the RFID data on the label.



RFID Tag antenna in the background

7. You can continue designing the smart label with non-RFID data as described in the previous sections.

Whenever you print the label, the RFID data will be sent to the printer. The printer prints the RFID smart label and programs the RFID tag embedded into the label at the same.

4. Other Label Gallery Applications

Label Gallery provides much more than just label design and printing. In the following chapter you will learn how to

- Simplify label printing by using forms: Forms run as a standalone application and are modified to meet user requirements.
- Manage label printing by using GalleryPrint: Select all print features in one window.
- Use automatic label printing by using GalleryWatch: Label Gallery integration middleware module adds label printing to any existing application.
- Store frequently used label elements on a printer for faster label printout or usage from other applications.

You need the Label Gallery TruePro edition for most of the advanced tasks discussed in this chapter.

4.1 Label Printing Using Custom Forms

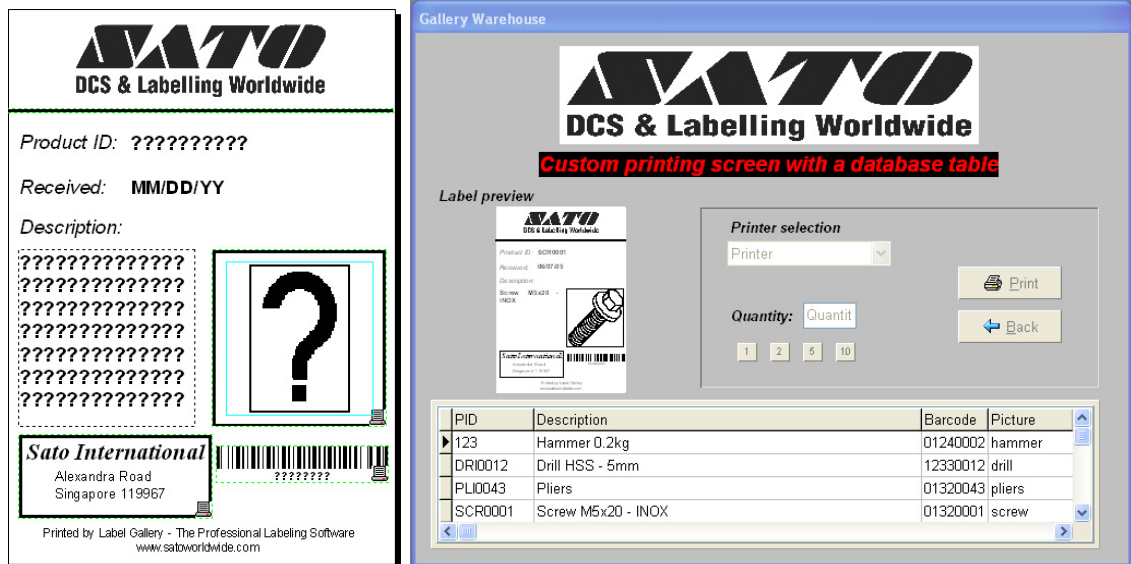
Note: *This feature is not available in Label Gallery Free, Easy & Plus editions.*

GalleryForm is a front-end application generator available in the Label Gallery TruePro edition. You can create your own custom designed data-entry application without programming skills. The main purpose of using forms is easy-to-use and error-free label printing for the operator.

The following figure shows the label file that includes prompted fields, variable picture and bar code object. The form file is always generated from the label file. Before you can create a form you have to create a label

with Label Gallery Plus. The label file provides simple access to all necessary information and commands.



On the form, you can select the record from the table at the bottom. You can also use a printer selection drop-down menu and a button to print label with pre-defined quantity.



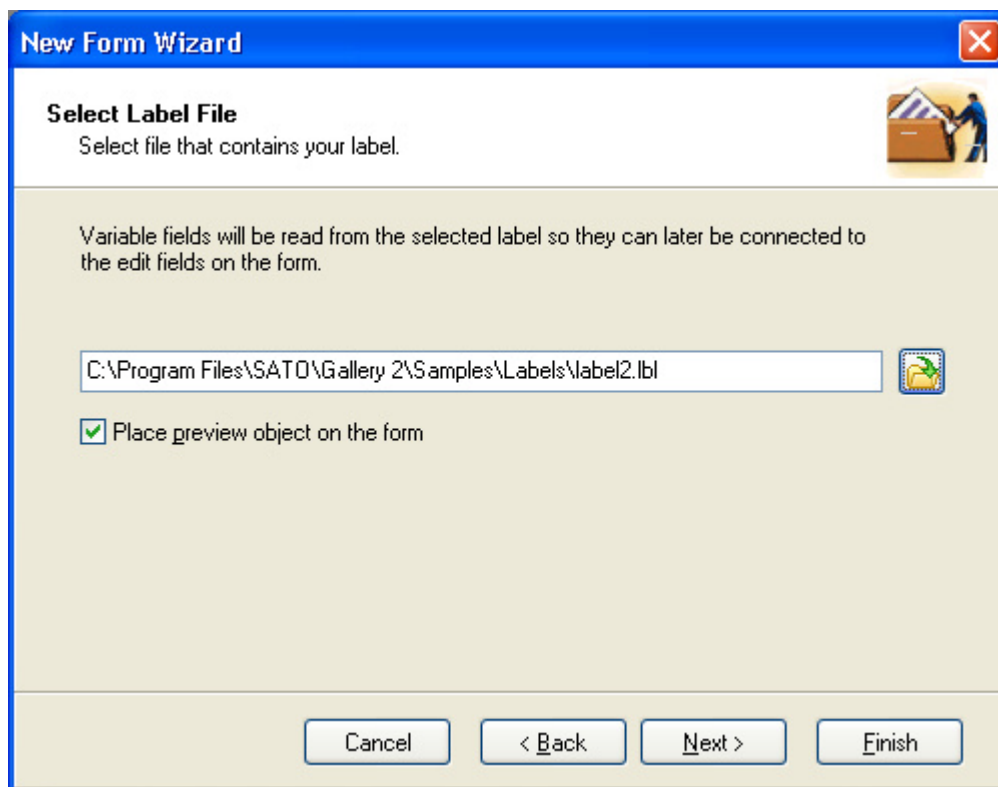
The label (on the left) is the basis for the form (on the right).

4.1.1 Create a Form



The New Form Wizard helps you create a form easily and connects to the label, obtains variables from the label and generates the form file. Your label must be designed before you can define a form. To create a form, do the following:

1. Open GalleryForm.
2. Click on the button  to start the New Form Wizard or go to the File menu and select the command New/ New Form Wizard. The New Form Wizard will open.
3. Read the summary and click on the **Next** button.
4. Select **Standard Windows desktop application** for the type of the platform. Click on the **Next** button.
5. Click on the  button and browse to the sample label LABEL2.LBL.

6. Enable the option **Place preview object on the form** and click on the **Next** button.



Selecting the label file in New Form Wizard

7. Select **Use default template** upon which the generated form will be created and click on the **Next** button. A new window will open.
8. Select Vertical arrangement of the object and click on the **Next** button. A new window will open.
9. Select Left arrangement of the captions and click on the **Next** button. A new window will open.
10. The last screen of the wizard displays an overview of your selection. Click **Finish** to submit the settings and the form will be generated.
11. Save the form to disk before running it. Click on the  button or select command **Save** from the *File* menu.
12. To test the behavior of the form run it by clicking on the  button or selecting the **Run** command in the *Design* menu.
13. Type in the values for variable fields on the label. See how the label preview refreshes for each entered data.
14. Click on the **Print** button to print the label to the default printer.

15. Click on the **Quit** button to close the running form.


The generated form file

Note: To protect the form from any changes, make a shortcut to the form file on the desktop PC. If you double-click on the shortcut, the form will run and the operator will not be able to switch back to the design mode.

4.1.2 Modify a Form

You can edit or re-design forms with the GalleryForm application. To do so, you must have sufficient access permission to the Label Gallery. Designing forms in GalleryForm is similar to label design in Label Gallery Plus. Both applications have similar working interfaces.

To modify a form, do the following:

1. Open GalleryForm.
2. Click on the  button or select the command **Open** in the File menu.
3. Browse to and open the form file you want to modify. All GalleryForm files have the extension OFF.
4. Apply changes to the form. Use the **Toolbox** on the left side to place new objects on the form.
5. Double-click the form objects to display and change their properties.

6. Make your changes on the form and save the file.

4.2 Label Printing Using GalleryPrint

Note: *This feature is not available in Label Gallery Free, Easy & Plus editions.*

GalleryPrint is a standalone application that enables fast and easy label printing. You can start it from Label Gallery TruePro's program group in Start menu. Using GalleryPrint, you can select all necessary printing actions in one single window:

- Select the label for printing
- Set the values for variables
- Select records in the database
- Change the printer and its properties
- Define label quantity
- See label preview
- Print the label



Application GalleryPrint provides fast access to label printing

GalleryPrint is available in Label Gallery TruePro edition.

4.3 Automatic Label Printing

Note: *This feature is not available in Label Gallery Free, Easy & Plus editions.*

Label Gallery offers automatic and unattended bar code label printing. The integration middleware module GalleryWatch is used to monitor different system events and triggers pre-defined actions upon the change.

Existing databases and other sources of data can easily be used as the input for labels. A file dropped in any folder is detected and the data is extracted from the file and used on the labels. The whole process is automated and requires no user intervention. The integration middleware module GalleryWatch handles several triggers at the same time and prints labels to any number of printers.

Other detection methods include communication on the serial port, communication over the TCP/IP port and checking of e-mail messages on the mail server.

The built-in filters gather the data from trigger events. Data can be manipulated with the powerful Visual Basic scripting.

For more information about automatic label printing please refer to the Label Gallery User Guide, White Papers and tutorials on the Label Gallery website at www.satoworldwide.com.

4.4 Storing Fonts and Graphics to the Printer

Note: *This feature is not available in Label Gallery Free & Easy editions.*

Label Gallery provides fast and reliable label printing to thermal printers using the GalleryDriver that are optimized Windows thermal printer drivers. GalleryDriver support printer hardware accessories like cutters and different label sensors but also printer resident objects. Such objects are fonts and bar codes that are built into the printer. Printers always print labels that use resident objects very quickly because the driver generates a print file with references to the objects already stored in the printer's firmware. The print file is short and can be transferred quickly to the printer.

When you print labels with graphic and non-resident objects all unsupported objects are converted to pictures and sent to the printer as graphics. This approach ensures that the label is successfully printed on every printer. But the printout speed varies on different printers, depending on the number of objects that are recognized internally by the printer.

The solution for fast printing is available with the memory card manager **GalleryMemMaster** which enables you to store on the printer

- Windows fonts (true type, open type, type1 and other)
- Pictures

Fonts and pictures can be downloaded to the printer's internal memory or add-on memory cards. The number of objects that can be downloaded is limited only by the memory size.

Once the objects are stored in the printer, you do not have to send them to the printer again. The objects are re-called from the printer memory ensuring fast response at print time. Other applications can also take advantage of the downloaded objects and print labels quickly.

The content of one memory card can be used on many labels.

4.5 Managing Databases

Note: *This feature is not available in Label Gallery Free & Easy editions.*

Label Gallery provides the database management application GalleryData. You can use GalleryData to complete the following tasks:

- Opening a database
- Adding new records
- Removing existing records
- Search for data
- Modifying database structure
- Creating new database

5. Technical Support

If you experience any technical difficulties using the Label Gallery software, the first thing to do is to refer to the on-line help and User Guides available on the Label Gallery CD. You will find a comprehensive **How to** section that explains how to use Label Gallery software.

5.1 Online Support

You can find the latest builds, updates, workarounds for problems and Frequently Asked Questions (FAQ) under the Support section on the product website at,

<http://www.satoworldwide.com/labelgallery/index.htm>

If you cannot solve the problem on your own, please contact your local software vendor or SATO representative offices.

Contact Information

For more information please refer to:

Support FAQ:

http://www.satoworldwide.com/labelgallery/support_faq_general.htm

Label Gallery FAQ (eHelp):

http://www.satoworldwide.com/labelgallery/support_ehelp.htm

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