DOMINO

M-Design *plus*

Labelling & Design

User Guide

plus

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CONTENTS

INTRODUCTION

Considered layout and careful creation will maximise long-term label use. M-Design *plus* is an important design tool that gives the user a high degree of design freedom and can be used to satisfy a wide range of labelling needs.

M-Design *plus* programme users are carefully guided through each design step. Overview windows and menus simplify complex tasks and make it easy to produce customised labels for every need. For optimal label design, first-time M-Design *plus* users are advised to follow the step by step procedures described in this manual. Experienced M-Design users should keep the manual to hand for future reference.

In the event of difficulties, please contact your Domino supplier.

GETTING STARTED

System Requirements

M-Design *plus* is a Windows based programme and requires an IBM PC or compatible with the following minimum specification: 233 MHz processor, 64 MB RAM, and colour monitor (256 colours, 640 x 480 pixels).

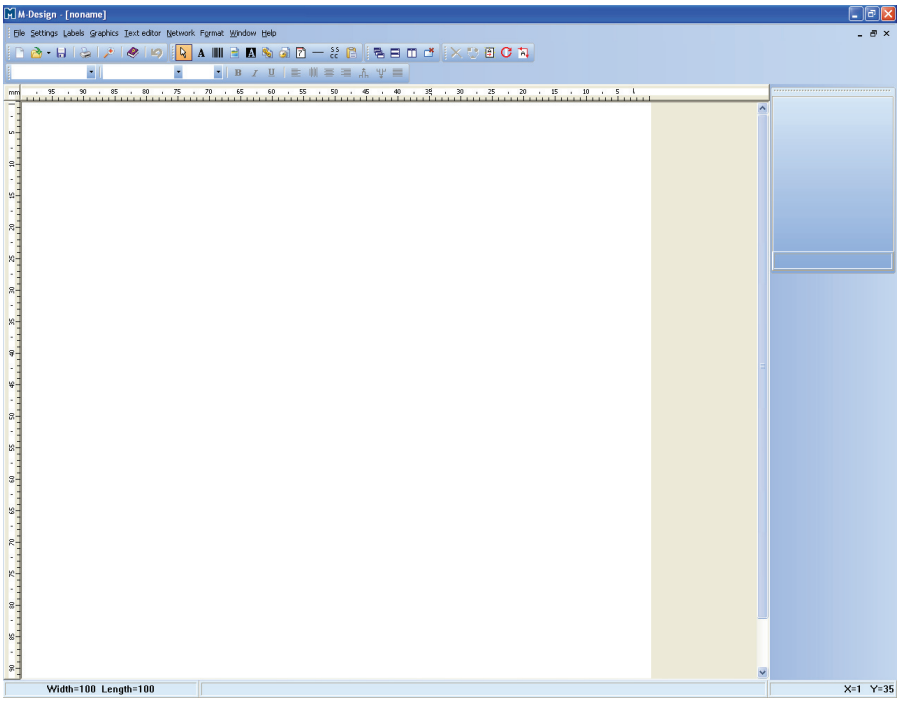
It is important that the monitor has normal proportions and is not compressed, as this is likely to affect the proportions of the label and make it difficult to see what will be printed.

Installation

Windows XP: Double-click on the "M-Design Setup" file and select English or Swedish in the language box. The setup program will then guide you through the installation.

Main View

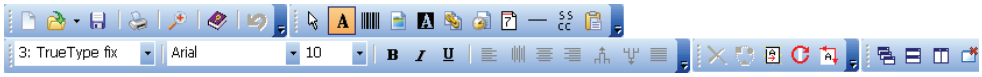
M-Design is opened in the following view, displaying a blank label.



At the top of the screen is the Title Bar displaying the label name:

Below the Title Bar is the Menu Bar:

Below this are the formatting toolbars:



The rest of this section gives an overview of the menus in M-Design *plus*; they will be covered in more detail in a number of places further on in the manual, as will the formatting toolbars.

File

In the File menu, it is possible to *open*, *save*, and *print* an existing label or create a *new* label. You can also use the File menu to *exit* M-Design *plus* or to *close* the currently displayed label window.

The *print to file* command creates a text file of the chosen label which includes all information the printer needs to print the label.

Settings

M-Design *plus* must be correctly configured with the printer(s) in order to be used. Both the programme and the printer can be configured in the "Settings" menu. This is generally only done the first time the programme is used. Configuration of the programme is described in "Configuration" on page 8.

Labels

In the *Labels* menu it is possible to create label lists that can then be sent to the printer; see "Sending Labels List(s) to the Printer" on page 30 for more information.

Graphics

In the *Graphics* menu it is possible to create graphics lists which can be sent to the printer; see "Sending Graphics List to the Printer" on page 28 for more information.

It is also possible to import and edit graphics stored on the PC/server; see *"Graphics" on page 7* for more information.

Text Editor

The *Text Editor* displays an overview of the information on the label. The text editor is used for making text labels based on a template. See "Text Editor" on page 26 for more information.

Network

Use the *Network* menu to display a list of the printers connected to the network. The menu is active only when communication mode is set to *Network* in the *Settings* menu.

Format

The *Format* menu is used when handling TrueType fonts. It is possible to create font lists that can be sent to the printer.

Window

The *Window* menu contains options for viewing multiple labels simultaneously.

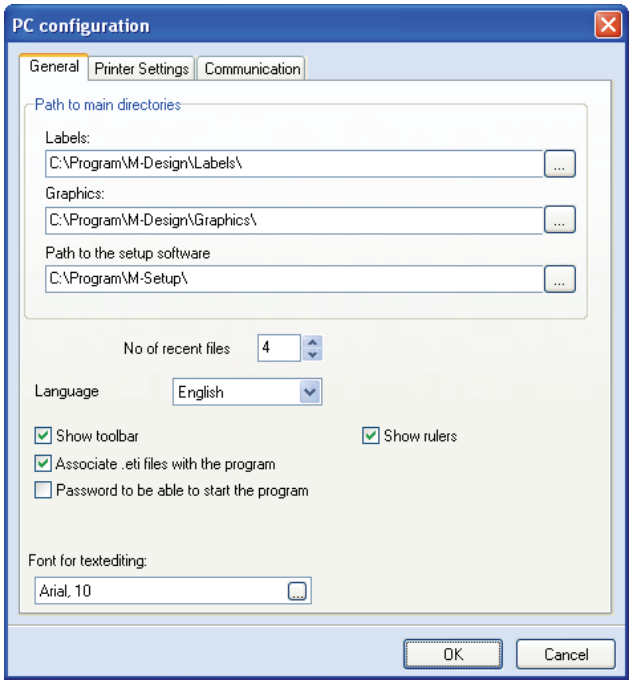
Help

The *Help* menu contains a short Help section with instructions and an *About* box that displays the version of the installed M-Design.

Configuration

When using M-Design *plus* for the first time it is important to configure the software according to your specific needs. Open the *Settings* menu and select *PC Configuration* to display the *PC Configuration* window. Below is an explanation of the different *PC Configuration* settings (each of the displayed images below shows the default settings in M-Design *plus*).

General



It is possible to store labels and graphics anywhere on the PC/server. Use the ... buttons to set the correct path to the directories where the files are/will be stored.

If M-Setup (printer configuration software) is installed on the PC, ensure that the path to M-Setup is correct. When selecting *Printer configuration* in the *Settings* menu, M-Setup will automatically open in a new window.

It is possible to select how many of the recently used files should be displayed when opening the *File* menu.

Select which language to be used in M-Design.

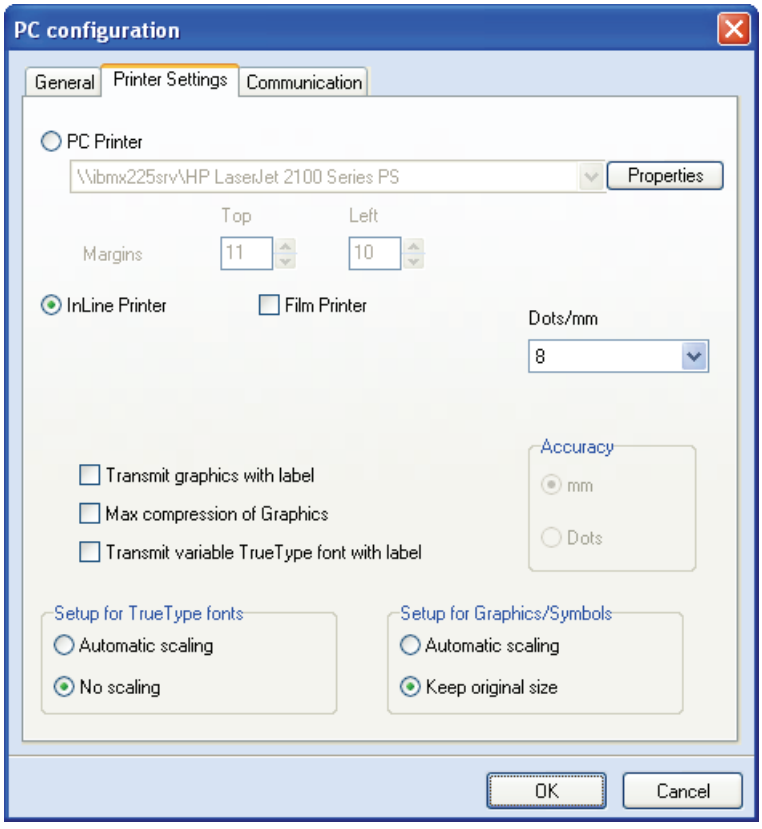
Uncheck *Show toolbar* and/or *Show rulers* if you do not want them to be displayed in the label window.

Check *Associate .eti files with the program* to automatically open M-Design when you double-click on them (label files created in M-Design are automatically saved as .eti-files.).

Check *Password to be able to strat the program* limits label editing to authorised staff. If the password is forgotten, contact your Domino supplier.

Select the default font to be used when adding new text strings to your labels.

Printer Settings



M- Design must be correctly configured in order to work properly with the printer.

Select *PC Printer* if you want to print your labels on any PC Printer (e.g. laser or inkjet printer) connected to the PC. Click the *Properties* button to configure the PC Printer.

Select *Inline Printer* if you want to print your labels on a M-Series printer.

Film printer must be selected if the M-Design F20 printer is used. The M-Design F20 prints on packaging film.

Dots/ mm should correspond to the resolution of the printer to be used. The correct value must be selected if the screen is to show correct size of characters, graphics etc.

If *Accuracy* is set to dots, it is possible to place the strings on the label with dots accuracy, instead of mm accuracy. This is normally used only on very small labels, but if used it is important that the printer is configured for dots accuracy as well.

If *Transmit graphics with label* is checked, all graphics on the label are sent to the printer together with the label. It does not matter whether you send one label or a long list of labels.

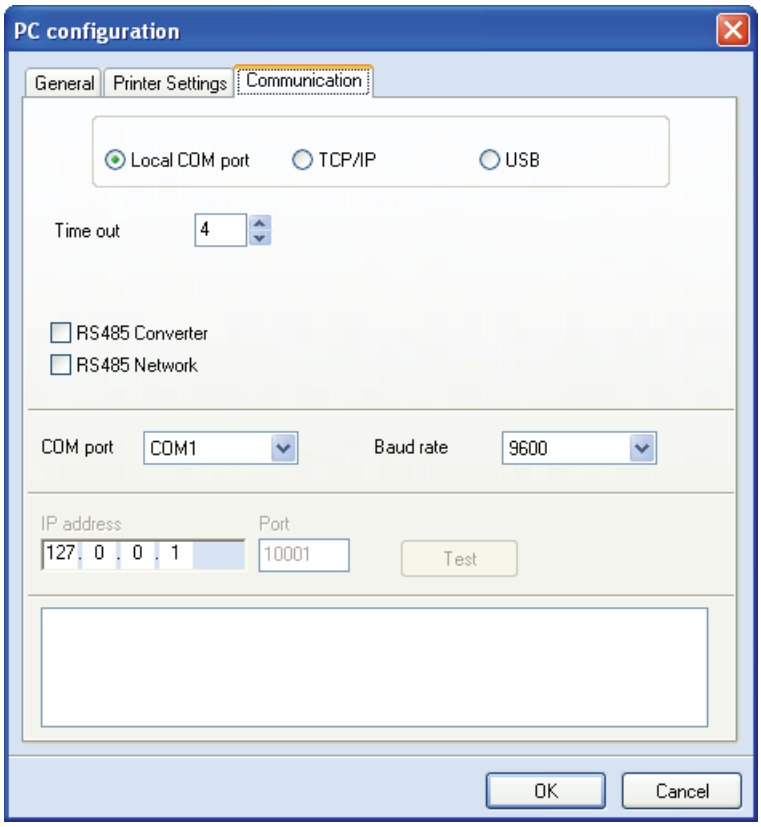
Only one label list can be sent, as the graphics in the first label list will be replaced by the graphics in the second label list. This option must be used if the graphics are not stored in the printer. See "Sending Graphics List to the Printer" on page 28 for more information on storing graphics in the printer.

Max compression of Graphics is used only if necessary. It reduces the file size of the graphics thus enabling more graphics to be stored in the printer, and reducing the transfer time.

If *Transmit variable TrueType fonts with label* box is checked, all variable TrueType fonts on the label are sent to the printer together with the label. The conditions are the same as described for *Transmit graphics with label* , above. This option must be used if the variable TrueType fonts are not stored in the printer. See "Sending Font List to the Printer" on page 28 for more information on storing TrueType fonts in the printer.

Scaling of TrueType fonts and graphics is used if the same label is printed on both 8 dots/mm printers and 12 dots/mm printers.

Communication



Select the means of communication between PC and M-Design Printer.

Local COM port should be selected for serial communication – it is important to select the correct Com port used on the PC and to set the correct Baud rate.

The *RS485 Network* box should only be checked when printers are linked to a network. If RS485 Network is selected, the highest printer number in the network should be given in the *No of printers* box. The *response time* should also be given. This value could be set to 1 and changed only if necessary e.g., when communication is poor.

The *RS 485 converter* is always used with an RS 485 network. However, there are occasions when the converter is used without a network being installed, e.g. when the computer and printer are very far apart. An RS 485 converter is recommended when the distance is longer than 20 metres.

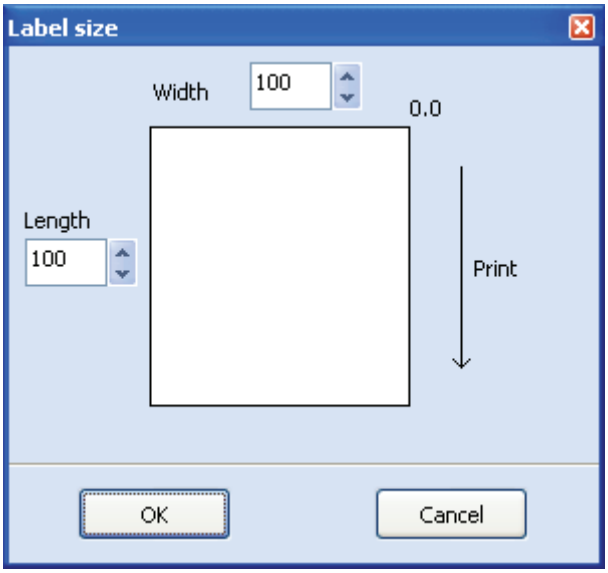
If the printer is connected to an Ethernet using TCP/IP communication, the correct *IP address* and *port* number must be given. Use the *Test* button to check the communication.

If *USB* communication is selected, the correct USB printer must be selected.

LABEL DESIGN

Creating Labels

To create a new label, open the *File* menu and select *New* to open the *Label size* window. Enter the required width and height of your label and then click OK. (The default figures in the menu are the length and width of the last label created.)



Adding strings

The label is created by adding strings using the toolbar shown below:

Choose between the following string types:


Text strings


Barcodes


Graphic symbols


Inverse fields


Linked strings

 Date strings (including time and Best Before date)

 Sequential numbering

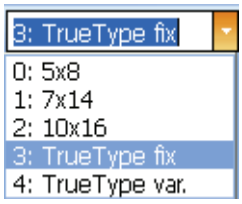
 Lines

 EAN-SSCC

Text strings, Barcodes, Graphic symbols and Inverse fields can be made dynamic by selecting the *Dynamic* check box. This function is used if string data will be sent to the printer from an external system.

Text strings

To create a text string, click the text string button  to display the following drop-down list:



When writing text strings, select one of the available font types from this drop- down list; the default is font type *3: TrueType fix*. All font types can be used together on the same label.

Machine fonts

Font type 0, 1 and 2 are machine fonts which are permanently stored in the printer; 0 is the smallest and is 5 dots wide and 8 dots high; 2 is the largest. Machine fonts can be used for all text strings on a label.

True Type fonts

Font type 3 and 4 are TrueType fonts; 3 is fix and 4 is variable. Provided that the character is available in the selected font, True Type fonts can be used to print, e.g., Cyrillic or Greek characters.

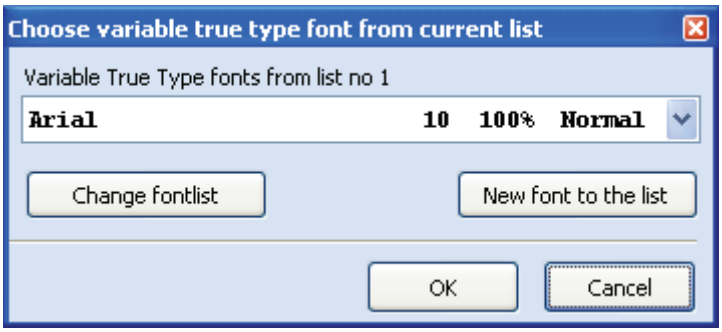
Fix TrueType fonts are automatically sent to the printer as graphics together with the label. Labels with fix fonts should only be used when the printer is connected to a PC. It is recommended that fix True Type fonts are used only for certain applications, e.g., when testing, as the label looks the same all the time and functions such as date strings and sequential numbering cannot be used.

Variable TrueType fonts can be sent to the printer, with or without the label(s). Most commonly variable TrueType fonts are sent without the label(s), in a font list created in M-Design. How to create a font list is explained in "Sending Font List to the Printer" on page 28.

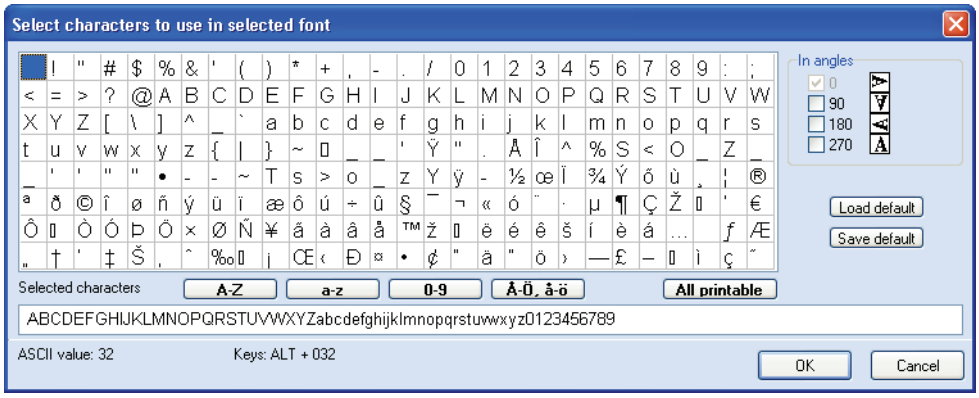
Variable TrueType fonts must be used for text strings that will be changed after the label is sent to the printer, e.g., date strings.

The use of variable TrueType fonts allows more labels to be stored in the printer than if fix TrueType fonts were used.

When variable TrueType font is selected for any text string, select which TrueType font to use from the label's drop-down font list and click *OK* (see the following graphic).



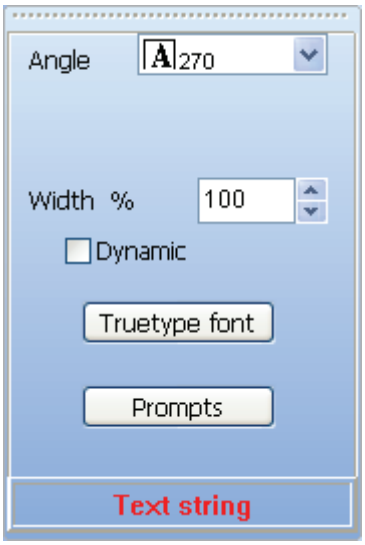
If the desired font is not available in the list, click *New font to the list* to open a new window; select the required font to add and click *OK*. The window displayed below will open, where all characters to be used with the font should be specified. Characters can be added one by one by clicking on them or by typing them in the input field. Click any of the buttons: A-Z, a-z, 0-9, Å-Ö, å-ö, All printable, and the corresponding characters will automatically be added. It is possible to save a set of characters as default and then load this default set of characters next time.



Fonts are, by default, sent to the printer in the 0° angle. When the printer prints a text string in another angle it needs to rotate it internally before printing it. This takes some additional time, so if the time between each print is really critical, the font can be sent in the same angle as it is positioned on the label.

Click *OK* and the addition of the font to the font list is automatically saved.

When the text string button A is pressed a formatting window will pop up on the right side of the window:



Select the desired *angle* of the text string. All text strings, barcodes, lines, etc., can be printed in four different directions on the label: 0°, 90°, 180° and 270°. An **A**, indicating angle, is shown alongside the number.

Click the *Width* up or down arrows to increase or decrease the font width.

Text strings, Barcodes, Graphic symbols and Inverse fields can be made dynamic by selecting the *Dynamic* check box. This function is used if string data will be sent to the printer from an external system.

Click the *Truetype font* button to select the required TrueType font.

If machine font has been selected, the *Truetype font* button will not be visible.

The *Prompts* button is reserved for use with special operator software.

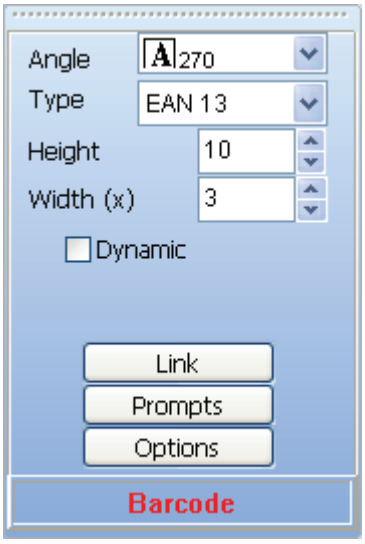
Once the formatting has been completed, the string can be written. Move the cursor to the point where the string is to be written and enter the desired text. It is possible to edit and delete all strings after they have been added to the label; see "Editing Labels" on page 25 for more information.

The position of the string on the label is determined by the x and y coordinates in the reading field in the lower right corner of the screen. The origin of the coordinate system is placed in the top right-hand corner of the label. The direction of the label feed is along the x line.

Barcodes

To create a barcode string, click the button on the toolbar.

A formatting window will pop up on the right-hand side.



Select the *angle* of the barcode relative to the direction of print. All text strings, barcodes, lines etc can be printed in four different directions on the label; these are at right angles to each other and are described as 0°, 90°, 180° and 270°.

It is recommended that the bars on a barcode are printed in line with the direction of print, i.e., 90° and 270°. A slower print speed should be selected if 0° and 180° are selected, as high speeds may result in wide, unreadable bars.

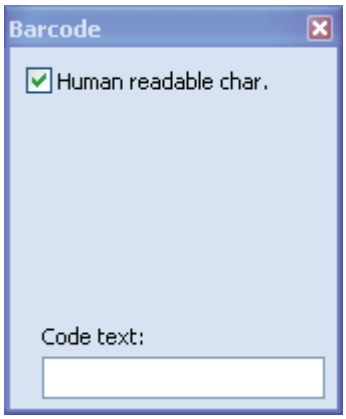
Select the type of barcode and its *Height* in mm and *Width* in dots.

Text strings, Barcodes, Graphic symbols and Inverse fields can be made dynamic by selecting the *Dynamic* check box. This function is used if string data will be sent to the printer from an external system.

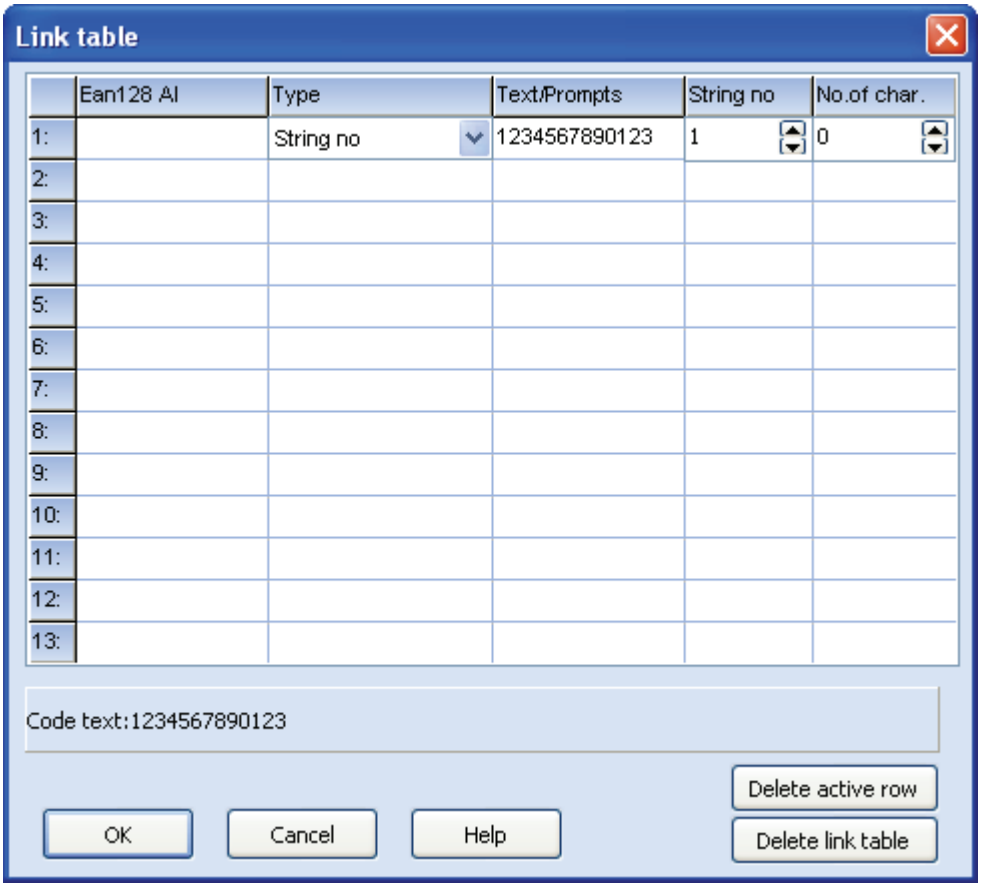
As standard the printer can print:

- UPC A/E
- Code 128/EAN128
- EAN 20 (EAN 13 as a price code)
- EAN 8
- EAN 13
- Code 39
- Interleaved 2 of 5
- EAN/DUN 14

A second window will also appear in which it is possible to make Barcode-specific settings and enter the code text.



However, instead of typing in the code text, the preferred method is to use the barcode *Link* option in the formatting window (see *page 16*). In the *link table* that appears, data can be linked to the barcode from other strings on the label.



There are advantages of linking label data to one or more barcodes:

- Linking saves time by removing the need for entering data in the barcode
- The risk of errors is reduced, as all information on the barcode is guaranteed to be the same as the information in the strings linked to the barcodes
- When transferring data from other systems to the printer, the data does not need to be sent to the barcode, as this information is selected from other strings on the label.

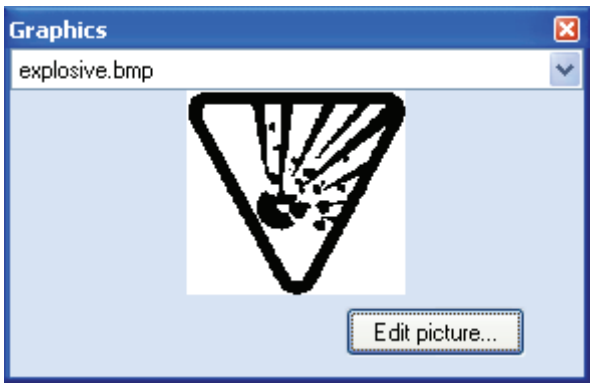
Graphics

Graphics can be logos, product symbols, warning marks, etc.

Graphics must be black and white (line art, monochrome) and saved in any of the following formats:

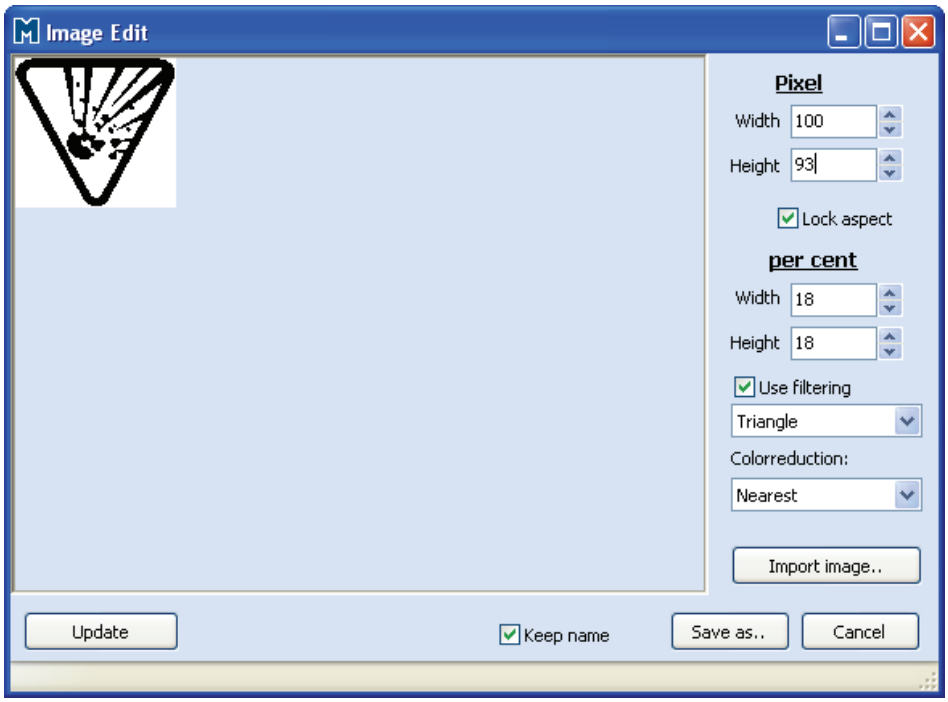
- .pcx
- .tif
- .dib
- .psd
- .png
- .bmp

To add a graphic to the label press the Graphics buttons,  and select the required graphic from the drop-down list in the *Graphics* window that is displayed.



Move the cursor to the desired position on the label and left-click with the mouse to add the graphic.

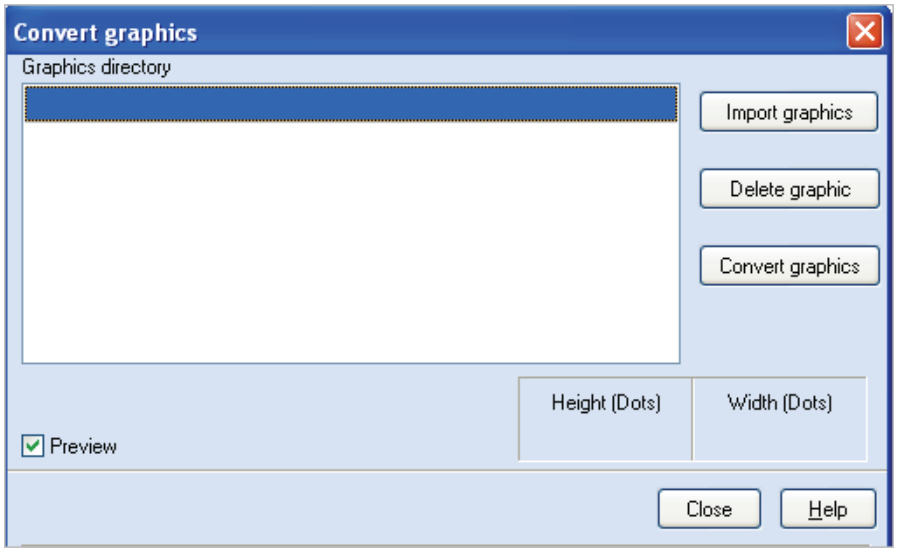
It is possible to edit the graphic before adding it to the label; press the *Edit* button in the Graphics window and the following window will be displayed:



When satisfied with the editing, press *Save as* and save the edited graphic in the desired directory and then add it to the label by clicking on the label.

Graphics which are to be used in M-Design should be stored in the directory specified in the *PC Configuration* (see "Configuration" on page 8). It is however, possible to import and use graphics stored in other directories by using the *Import Graphics* function.

This function is available in the window above (using the *Import image..* button) as well as if *Get/view graphics* is selected in the *Graphics* menu in the toolbar; the *Convert graphics* window will then be displayed (see next page).



The *Get/view graphics* submenu also allows editing of the graphics as well as the deleting of them from the PC.

Inverse fields

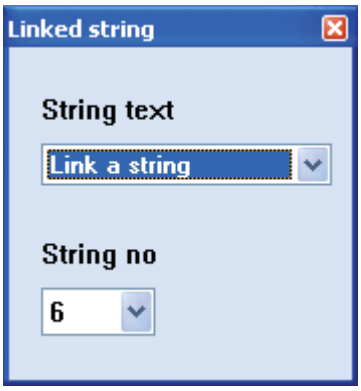
An inverse field is a black field which, when placed over a text string, will make the text white instead of black.

Press  to create an inverse field and then place it over the text. Change the length and width to the appropriate size in the formatting window that appears on the right side of the screen.

Note: *Always write the text first. If the inverse field is made before entering the text, the display will be incorrect*

Linked strings

Press  to open the *Linked string* window:



The drop-down list contains all strings already on the label and by selecting any of these in the list and then clicking on the label, an exact copy will be added to the label. It is possible to change format of the linked string, such as

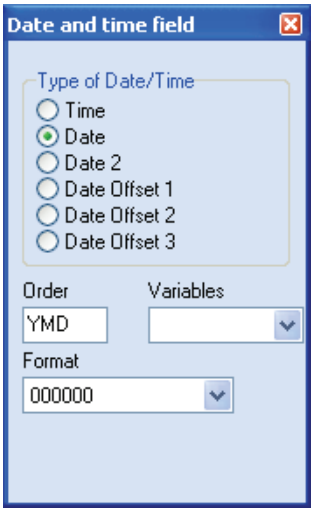
angle, but the information in it can only be edited by changing the string to which it is linked.

There are advantages of using linked strings:

- Linking saves time
- The risk of making errors is reduced as the information in the linked string is guaranteed to be the same as the information in the reference string
- When transferring data from other systems to the printer, the data for two identical strings does not need to be sent more than once.

Date and time strings

To create a date string, click the date button  in the toolbar. The box *Date and time field* will be displayed:



Select the required *Type of Date/Time*. Select which *variables* to include in the string (e.g., day, month and year for a date string) and in which *order* they should be displayed. In the *Format* list, select which punctuation marks to use in the string.

The other attributes of the string, i.e., angle, font and enlargement, will follow the routines for text strings as described in "Text strings" on page 13.

When a *date/time* string is added to the label the real date/time is not shown on the screen. The date/time string is displayed instead, so as to reflect the selected format. The clock in the printer determines the exact date/time when the label is printed.

If a *Date Offset* string is selected, specify the Date Offset date as the number of *days/weeks/months* to add to the actual print date (default setting is days, changes are made in the printer configuration - not in M-Design).

On a single label it is possible to add only **one** *Time* string; whereas, it is possible to add **two** different *Date* strings, and **three** different *Date Offset* strings.

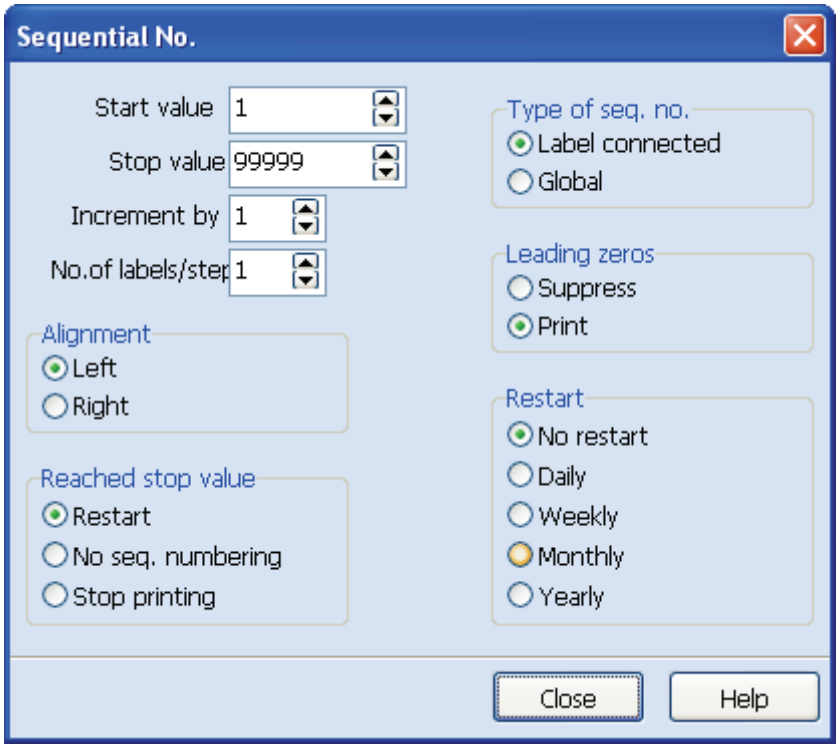
The other attributes of the date/time string, i.e., angle, font and enlargement, will follow the routines for text strings as described in "Text strings" on page 13.

Sequential numbering

Sequential numbering is used for printing consecutive numbers on labels. Sequential numbering counts up if the *stop value* is greater than the *start value* and vice versa.

Global sequential numbering means that all labels printed by the printer use the same counter. The opposite is *label connected* sequential numbering, i.e., each label has its own counter.

To create a *Sequential No.* string, press the Sequential numbering button  in the toolbar to display the following window:



Select the required type of sequential number to use. If *Label connected* sequential number is selected, it is possible to change all parameters in this window.

Increment by is the length of the step counted. This can be in either direction.

No. of labels per step specifies the number of labels to be printed with the same sequential number.

If *leading zeros* are printed, the number of digits in the string always equals the number of digits in the stop value. If leading zeroes are suppressed, the number of digits in the string equals the number of digits in the current counter value. For example, with leading zeros set to be printed, if the number to be printed is "121" and the stop value is set to "99999", the string will be displayed and printed as "00121". If leading zeroes are set to be suppressed, it will be printed as "121".

Alignment has an effect only if leading zeroes are suppressed.

When the sequential numbering has *reached* the specified *stop value*, the printer can:

- *restart* the sequential numbering from the specified start value
- continue printing with *no seq. numbering*, meaning that the string will be blank on all subsequent labels
- *stop printing*, until it receives new instructions/information from the printer.

It is possible to schedule the r*estart* of the sequential numbering. At the predetermined interval; once per day, week, month or year, the sequential numbering returns to its start value.

If global sequential numbering is selected, no changes can be made in the *Sequential No.* window. Open the *Settings* menu and select *Global sequential numbering* to make the settings for the global sequential number. These settings must then be sent to the printer by using the *Transmit to printer* button.

Lines

A line can be created by clicking the Line button  in the toolbar.

Selecting the desired angle as 270° results in a horizontal line on the screen, with its starting point on the left-hand side of the label.

Enter the desired length and width of the line. Length is given in mm and width in dots. The maximum length is 296 mm and maximum width is 24 dots.

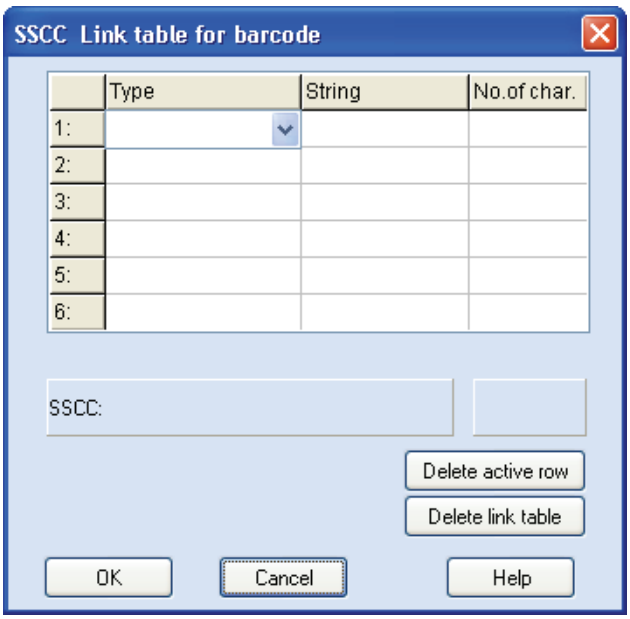
EAN-SSCC

An SSCC, or Serial Shipping Container Code, is a standardised 18 digit number allocated to uniquely identify a logistics unit. It is most commonly used on outer cases and pallets.

The number is normally created from the company prefix, followed by a serial reference, totalling 17 digits. The eighteenth digit is a check digit.

The EAN-SSCC function in M-Design allows easy creation of an SSCC number in accordance with EAN standards.

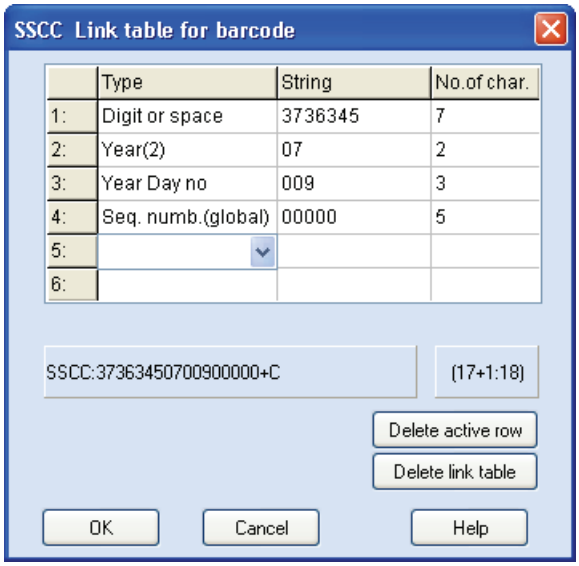
To create an SSCC number click SS CC on the toolbar and then *Link SSCC,* in the window that is displayed on the right-hand side of the screen, to display the following window:



Firstly, select *Digit or space* in the *Type* column in row 1, and enter the company prefix in the *String* column. The *No. of characters* in the right column will automatically increment as digits are added in the *String* column.

Depending on how many digits are in the company prefix there will be a varying number of "free" digits available for making the SSCC number unique. A total of 17 digits should be entered, as the eighteenth digit, the check digit, is automatically calculated and added.

Below is an example of how a typical SSCC number is created:



Editing Labels

Editing strings

Click the arrow button  in the toolbar, click on the string to be edited and a red frame will appear around the string. It is now possible to change all of the settings that were selected when the strings were added, as well as move the strings around by dragging and dropping or by using the arrow keys on the keyboard. If dots accuracy is required **and** selected in the PC Configuration (see *"Configuration" on page 8*) hold the "Shift" key down whilst moving the cursor with the arrow keys.

More than one string can be edited at the same time. Hold down the "Shift" or "Ctrl" key and click on each of the strings to be edited. The last of the strings selected will have a darker frame, indicating that this string will be the reference when using the alignment functions.

Double-clicking a text string will allow the text in the string to be edited, whereas a single click makes it possible to change angle, font, width and size.

Deleting strings

Click the arrow button  in the toolbar and then click on the desired string on the label. Click the delete button  , or press "Delete" on the keyboard. It is possible to delete more than one string at a time.

Changing a string number

Click the arrow button  in the toolbar and then click on the desired string on the label. Click *Change String Number* button  , and then enter the desired string number in the pop-up window.

This function is used to sort strings once they have been entered; i.e., the string number can be determined after entering the data.

Moving the label area

By clicking *Move Label Area*  , all strings on the label can be moved simultaneously.

Rotating a label

By clicking *Rotate Label*  , the label can be rotated to 0°, 90°, 180° and 270°. This function is particularly useful when the label is to be printed upside-down.

Changing the size of a label

By clicking the button for changing the label size  you can adjust the label size in the same way as described in "Creating Labels" on page 12.

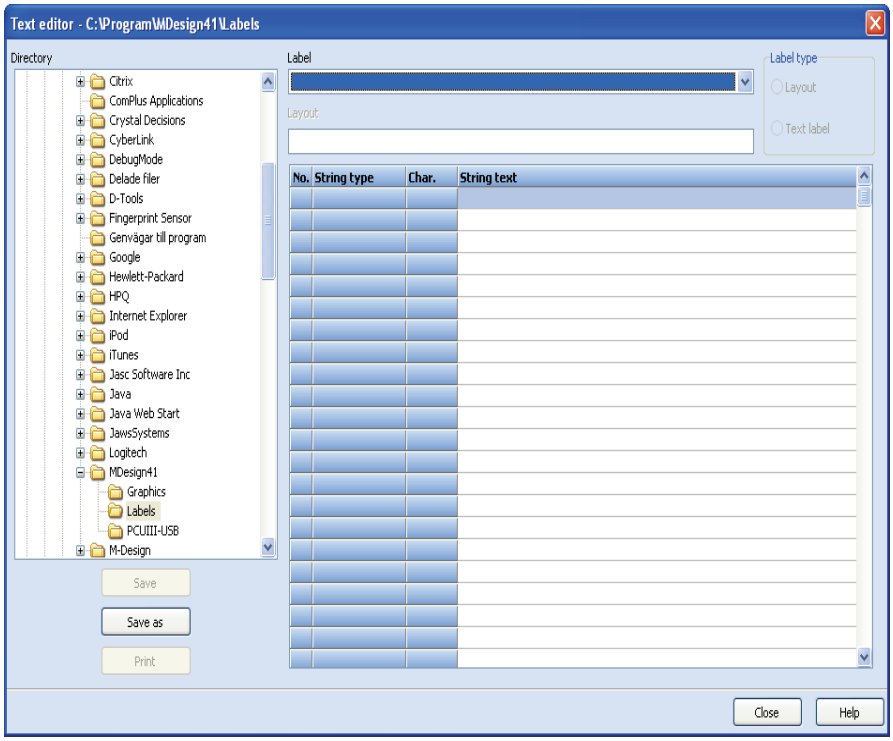
TEXT EDITOR

In the *Text editor* the label is represented in a list displaying all strings in a structured manner. This can be useful for getting an overview of the order and types of strings on the label, and the possible links between the strings.

It is possible to open labels stored in any directory by browsing the directories in the left-hand pane. All label files in the selected directory are listed in the *Label* drop-down list.

To the right of the *Label* drop-down list are two radio buttons indicating whether the selected label is a *Layout* label or a *Text label* (see below for an explanations of these terms). If it is a text label the narrow *Layout* box displays to which Layout label the text label is connected.

The text editor only allows editing of text information in the strings.



Layout Labels

An ordinary label designed in M-Design is saved as a *layout* label. Layout label files contain all information about the strings on the label, such as positions, font types, rotations, etc. This means that a layout label file is relatively large, limiting the number of labels that can be stored in the printer.

Text Labels

The text editor is used for creating text labels – as text labels take up far less memory space, this allows more labels to be stored in the printer.

Firstly, a layout label is created and used as a template. Using this template, hundreds of text labels can be created in the text editor and subsequently stored in the printer. The text label files contain only text information, but they will have the same appearance as the layout label to which they are connected. The only difference will be the information in the strings.

To create a text label connected to an existing layout label, select the layout label in the text editor (see the Text editor screen displayed above). Click *Save as* and name the file before saving. In the *Select label type* window check the *Text label* radio button and select to which *Layout* it should be connected. Press *OK* and a text label is created. Now change the text information in any text string or barcode string and finish by saving the changes. The text label will automatically be saved in the same directory as the layout label. It is important that the layout label used as a template is stored in the same directory to which it is connected.

When a text label is opened in the main window, no changes can be made. The only possible changes to an individual text label are text changes and they are made in the text editor. All changes of font types, string positions, label size, etc., are made on the layout label and then automatically applied to all connected text labels.

SENDING LISTS TO THE PRINTER

Storing TrueType fonts, graphics and labels in the printer saves a lot of time. Instead of having to send them before each print they are sent to the printer once, and then selected manually or automatically, and quickly retrieved from the printer's memory.

When TrueType fonts, graphics and labels are to be stored in the printer they must be sent to the printer in lists.

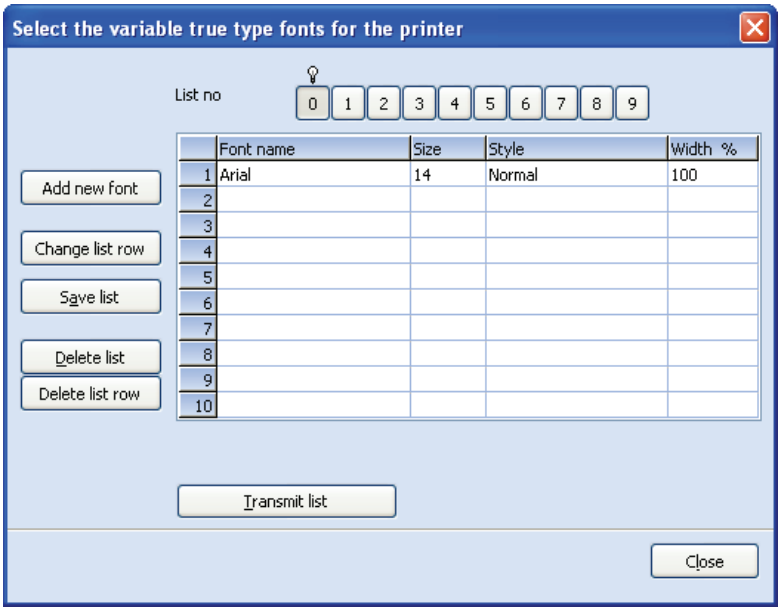
Sending Font List to the Printer

If any string on the labels to be printed is using Font type 4: Variable TrueType font, it is necessary to send this font to the printer before printing the labels.

Open the *Format* menu and select *Fontlist*. M-Design can handle ten different font lists, which can be displayed in the window below. It is however only possible to store **one** font list in the printer, so select the correct list, ensure that it contains all fonts that will be used printing the labels and click the *Transmit list* button.

Depending on the number and size of the fonts in the list, and the communication speed, transmission can take anything from a few seconds to a few minutes.

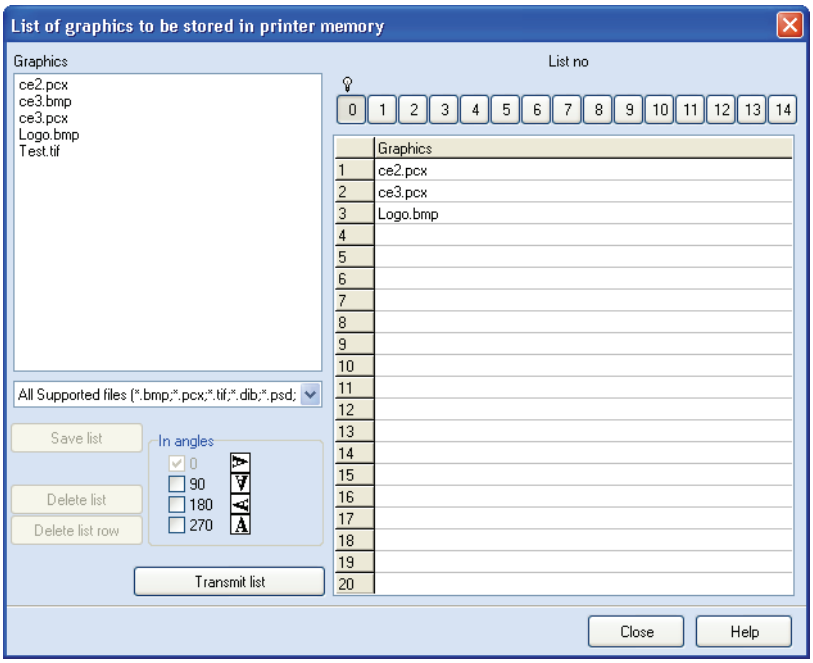
Note: *The font list must be transmitted to the printer before the labels.*



Sending Graphics List to the Printer

Graphics can be sent together with the labels, but it is recommended that graphics are sent to the printer in a graphics list.

Open the Graphics menu and select “Lists”. M-Design can handle fifteen different graphic lists, which can be displayed in the window below. It is however only possible to store **one** graphics list in the printer.



In the window above, the *Graphics* pane on the left lists all supported graphics files stored in the “Graphics” directory defined in the PC Configuration (see “Configuration” on page 8). These files are added to the list to the right by clicking on them. There are 100 positions/rows in each graphics list, but depending on the size of the graphics it might not be possible to store this many in the printer.

The graphics will be arranged in the same order in which they are added to the list; also the same order in which they are saved in the printer. This order is important only if graphics will be selected by commands from an external system.

Note: *Each graphic will be stored in the printer with a storage number one lower than its row number in the list, e.g., “ce2.pcx”, in the above display, will be stored as number 0 in the printer*

Graphics are, by default, sent to the printer in the 0° angle. When the printer prints a graphic in another angle it needs to rotate it internally before printing it. This takes additional time, so if the time between each print is really critical, the graphic can be sent in the same angle as it is positioned on the label.

To save a list, select the required list number from the fifteen buttons situated above the list and then press *Save list*. The list will automatically be saved as Gx.lst (where x is the selected list number, 0-14) in the same directory as the graphics are stored.

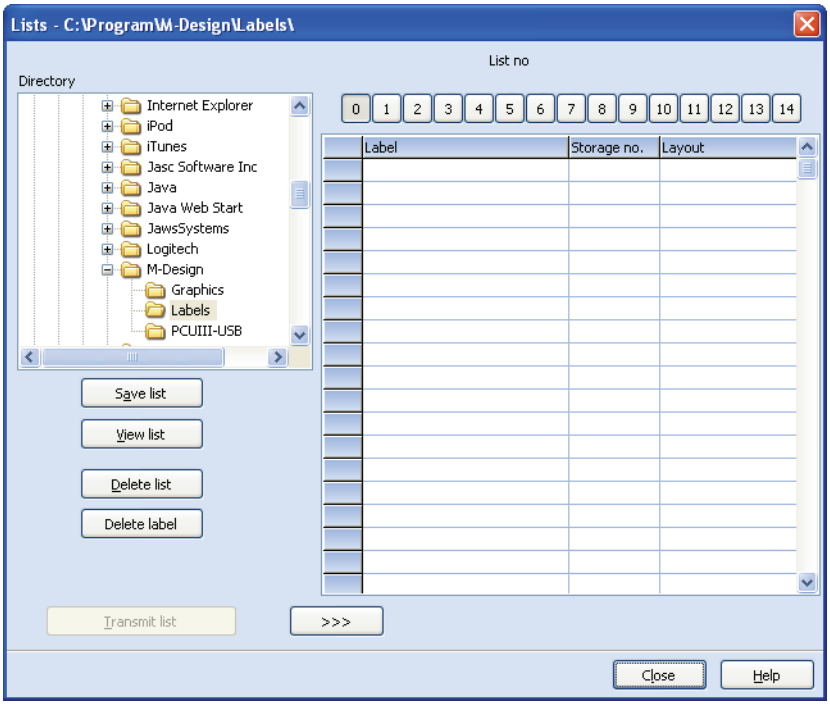
Click *Transmit list* to send the graphics list to the printer.

Note: The graphics list must be sent to the printer before any label list.

Sending Labels List(s) to the Printer

Storing the labels in the printer has many advantages and is used frequently. Labels to be stored in the printer must be sent to it in label lists.

Open the "Labels" menu and select "Label List" to display the screen below. M-Design can handle 15 different label lists and all of them can be sent and stored in the printer. However, if more than one label is sent with the same storage number, only the most recently sent label will be stored.



When the label list window is opened all labels stored in the "Labels" directory specified in PC Configuration will be displayed in the list. It is possible to browse through the directories to the left and open any other directory.

- The first column in the list displays the name of the label file, with the extension excluded.
- The second column displays the storage number – this has to be given each label before it is sent to the printer.
- The third column indicates whether the label is a Layout label file or a Text label. If it is a Layout label file, "LAYOUT" will be displayed in the third column; if it is a text label, the Layout label file to which it is connected will be displayed.

Whatever the name of the label file, it will be stored in the printer together with the storage number assigned to it in the label list. It is possible to give a label any storage number between 1 and 999999999. It is common practice to use numbers starting from 1, or, if the labels contain an article number, to use the article number as a storage number.

Click the >>> button to copy all digits from the file name in the first column to the storage number in the second column.

To change or delete a storage number, move the cursor to the storage number box, click with the mouse on the storage number and press backspace or delete on the keyboard, and/or enter a new storage number.

If the "Delete label" option is used, the label will be deleted from the PC.

To **save** a list, click any of the *List no* buttons to allocate the label a number between 0 and 14. The list will then be saved automatically as Lx.lst (where x represents the allocated number between 0 and 14) in the directory in which the labels are stored.

Use "Delete list" to delete a saved list. This will **not** delete any labels.

In the example above, not all labels will be sent to the printer. To view the "real" label list, click "View list" to open the View list window (see below), showing only those labels with a storage number. This window also presents a summary of the number of Layout labels in the list and the total number of labels (Layout labels + Text labels).