



## **What Is In This Guide**

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## Overview

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This Guide is intended for use with Unibar® ELS Enterprise™ software.

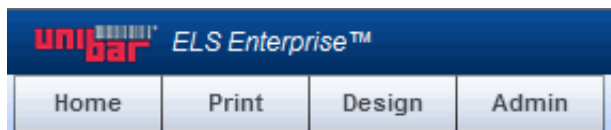
Unibar ELS Enterprise is a fully web-enabled application that allows you to print barcoded shipping, RFID, and other production labels directly to your printers, using data from your organization's own applications and databases.

Unibar ELS Enterprise is divided into functional areas called modules. Each module contains related application functionality that lets you complete a set of tasks necessary for creating labels. The modules of the application work together to help you create labels. The modules of Unibar ELS Enterprise include:

- Print
- Design
- Admin

## Unibar ELS Enterprise Modules

You can navigate to all of the application main modules by using the application header. The application header is located at the top of the Unibar ELS Enterprise window and is visible from all pages within Unibar ELS Enterprise.



## Installation/Setup

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To use the Unibar ELS Enterprise software you need a web browser and Adobe® Flash® Player 10 or later.

Unibar ELS Enterprise has been tested running on the following platforms (both 32-bit and 64-bit where applicable, unless otherwise noted):

- Windows Server 2003®
- Oracle® Linux 6 (Intel)
- Windows Server 2008® (including R2)
- Red Hat® Enterprise Linux® 6 (RHEL - Intel)
- Windows 7®
- SUSE Linux® Enterprise 11 (Intel - 64-bit only)

**Note:** Unibar ELS Enterprise may work on any Microsoft Windows, Linux, or UNIX platform that supports a Java Runtime Environment (JRE) version 1.6 or newer).

Specific questions about using Unibar ELS Enterprise on your platform can be addressed by contacting the DSI Global Support Center. See contact information below.

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## Windows Systems

**Note:** On a Windows 7® and Windows Server 2008® 64-bit systems, LPR monitoring must be enabled in order to run Unibar ELS Enterprise.

### ▶ To enable LPR monitoring for Windows 7®

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1. Navigate to the Windows Control Panel.
2. Click **Programs**, then **Programs and Features**, select **Programs > Turn Windows Features on or off**.
3. Expand the Print and Document Services selection.
4. Check the box next to LPR Port Monitor.
5. Click **OK**.

### ▶ To enable LPR monitoring for Windows Server 2008

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1. Click the Windows **Start** icon.
2. Right-click **Computer**, then select **Manage**.
3. Highlight **Features**.
4. Select **Add Features**.
5. Check the box next to LPR Port Monitor.
6. Click **Next**.
7. Click **Install**.

LPR Port Monitor appears in the Features list.

## ► Download and stand alone installation for Windows

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1. Select the appropriate file for your system (32 or 64-bit) to download from the Unibar Web site (<http://www.unibar.com>) or the DSI Global Support Center web site (<http://gsc.dsionline.com>).
2. On the File Download dialog box, select **Save**.
3. Save the \*.exe file to the desired location. Take note of the folder where the file is saved.
4. Once the file is saved, select **Run**.
5. Follow the installation Wizard prompts.
6. The default installation location is C:/Program Files/Unibar. You may designate a different installation location if desired.  
The application will reside within a Unibar folder with an ELSEnterprise9 subfolder.
7. Once the installation procedure is complete, click **Finish**.
8. Navigate to the folder where the application is installed.  
For example: C:/Program Files/Unibar/ELSEnterprise9
9. Open the bin folder and run **StartELSEnterprise.bat**.  
(You can run **StartELSEnterprise.bat** by right-clicking the file and selecting **Open**.)
10. Once you see the server startup message in the command window, open a web browser and enter the following address — [http://\[server name\]:\[Port name\]/ELSEnterprise](http://[server name]:[Port name]/ELSEnterprise)  
**For example:** <http://localhost:9010/ELSEnterprise>

**Note:** Adobe Flashplayer 10 or later is required to run the application's graphical user interface.

## ► To install as a service for Windows 7

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For the Windows 7 operating system, you must have Administrator privileges to install the application as a service.

1. Select the appropriate \*.exe file for your system from the Unibar Web site (<http://www.unibar.com>) or the DSI Global Support Center Web site (<http://gsc.dsionline.com>).
2. On the File Download dialog box, select **Save**.
3. Save the \*.exe file to the desired location. Take note of the folder where the file is saved.
4. Once the file has been saved, select **Close**.
5. Navigate to the location where the application \*.exe file is saved.
6. Right-click the \*.exe file and select **Run as administrator**. (If you see a User Account Control dialog box, select **Yes**.)
7. Follow the Installation Wizard prompts.

The default installation location is C:/Program Files/Unibar. You may designate a different installation location if desired.

The application will reside within a Unibar folder with an ELSEnterprise9 subfolder.

8. Once the installation procedure is complete, click **Finish**.
9. Click the Windows **Start** icon on the taskbar.
10. In the search field, type **cmd** and hold down **Shift + Control** as you hit the **Enter** key.  
A User Account Control dialog box appears.
11. On the User Account Control dialog box, click **Yes**. The Administrator command window opens.

12. On the command line (in the Administrator command window), navigate to the folder where Unibar ELS Enterprise is installed and run the installService.bat file.

**For example:** If you installed the application to the Program Files folder on your C drive, type the following commands.

- c:
- cd \"Program Files\"\\Unibar\\ELSEnterprise9\\bin
- installService.bat

**Note:** When typing in the command prompt, you must use quotation marks around any folder that has a space in the name.

13. Open the Services Manager Window.  
(Press the **Windows key + R**, then type **services.msc** and click **OK**.)
14. Right click on **ELSEnterprise** and select **Start**.
15. Open a web browser and enter the following address:  
http://[server name]:[Port name]/ELSEnterprise  
**For example:** http://localhost:9010/ELSEnterprise

## ► To install as a service for Windows Server 2003

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1. Confirm that you have Administrative privileges.
2. Select the appropriate file for your system (32 or 64-bit) to download from the Unibar Web site (<http://www.unibar.com>) or the DSI Global Support Center Web site (<http://gsc.dsionline.com>).
3. On the File Download dialog box, select **Save**.
4. Save the \*.exe file to the desired location.
5. Navigate to the location where you saved the application \*.exe file.
6. Right-click the \*.exe file and select **Open**.
7. Follow the Installation Wizard prompts.

The default installation location is C:\Program Files\Unibar. You may designate a different installation location if desired. (The application will reside within a Unibar folder with an ELSEnterprise9 subfolder.)

8. Once the installation procedure is complete, click **Finish**.
9. Navigate to the Unibar folder and confirm that permissions for the individual logged in during installation is set to Full Control.
  - To check folder permissions, right-click on the Unibar folder and select Properties.
  - Select the Security tab.
  - Highlight the Group or user name that is currently logged in.
  - Confirm that the Full Control check box under the Allow column is selected.
10. From the Start menu, select **Run**.
11. In the Open field, type **cmd** and press **Enter**.

12. On the command line, navigate to the folder where Unibar ELS Enterprise is installed and run the installService.bat file.

**For example:** If you installed the application to the Program Files folder on your C drive, type the following commands.

- c:
- cd \"Program Files\"\\Unibar\\ELSEnterprise9\\bin
- installService.bat

**Note:** When typing in the command prompt, you must use quotation marks around any folder that has a space in the name.

**Note:** If you receive an error when installing Unibar ELS Enterprise as a service, check the permissions on the Unibar folder.

13. At the Start menu, select **All Programs > Admin Tools**  
If you do not see this on your Start menu, open the Control Panel, then open the Administrative Tools folder. Finally, open the Services folder.
14. In the Services window, right-click **ELSEnterprise** and select **Start**.  
The Status column will change from being blank to reading “Started” once the application has been started.
15. Open a web browser and enter the following address:  
http://[server name]:[Port name]/ELSEnterprise  
**For example:** http://localhost:9010/ELSEnterprise

You have the option to change the name of the service before installation by opening the **setVars.bat** file in the bin directory and changing SetServiceName=ELSEnterprise to a different name (SetServiceName=*newname*).

## ► To install as a service for Windows Server 2008

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1. Confirm that you have Administrative privileges.
2. Select the appropriate file for your system (32 or 64-bit) to download from the Unibar Web site (<http://www.unibar.com>) or the DSI Global Support Center Web site (<http://gsc.dsionline.com>).
3. On the File Download dialog box, select **Save**.
4. Save the \*.exe file to the desired location.
5. Navigate to the location where you saved the application \*.exe file.
6. Right-click the \*.exe file and select **Open**.
7. Follow the Installation Wizard prompts.

The default installation location is C:\Program Files\Unibar. You may designate a different installation location if desired. (The application will reside within a Unibar folder with an ELSEnterprise9 subfolder.)

8. Once the installation procedure is complete, click **Finish**.
9. Navigate to the Unibar folder and confirm that permissions for the individual logged in during installation is set to Full Control.
  - To check folder permissions, right-click on the Unibar folder and select Properties.
  - Select the Security tab.
  - Highlight the Group or user name that is currently logged in.
  - Confirm that the Full Control check box under the Allow column is selected.
10. Click the Windows **Start** icon on the taskbar.

11. In the search field, type **cmd** and hold down **Shift + Control** as you hit the **Enter** key.  
A User Account Control dialog box appears.
12. On the User Account Control dialog box, click **Yes**. The Administrator command window opens.
13. On the command line (in the Administrator command window), navigate to the folder where Unibar ELS Enterprise is installed and run the `installService.bat` file.

**For example:** If you installed the application to the Program Files folder on your C drive, type the following commands.

- `c:`
- `cd \"Program Files\"Unibar\ELSEnterprise9\bin`
- `installService.bat`

**Note:** When typing in the command prompt, you must use quotation marks around any folder that has a space in the name.

**Note:** If you receive an error when installing Unibar ELS Enterprise as a service, check the permissions on the Unibar folder.

14. At the Start menu, select **All Programs > Admin Tools**  
If you do not see this on your Start menu, open the Control Panel, then open the Administrative Tools folder. Finally, open the Services folder.
15. In the Services window, right-click **ELSEnterprise** and select **Start**.  
The Status column will change from being blank to reading “Started” once the application has been started.
16. Open a web browser and enter the following address:  
`http://[server name]:[Port name]/ELSEnterprise`  
**For example:** `http://localhost:9010/ELSEnterprise`

**Note:** You have the option to change the name of the service before installation by opening the **setVars.bat** file in the bin directory and changing `SetServiceName=ELSEnterprise` to a different name (`SetServiceName=newname`).

### ► **To stop the application (stand alone installation)**

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1. Navigate to the bin folder.
2. Right-click on **stopELSEnterprise.bat**.
3. Select **Open**.

The Apache Tomcat command window will close.

### ► **To stop the application running as a service**

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1. Confirm that you have Administrative privileges.
2. Navigate to the Services Manager window.
3. Right-click on **ELSEnterprise** and select **Stop**.

### ► **To uninstall the application as a service**

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1. On the command line, navigate to where you installed the application.
2. Navigate to the bin directory and run **uninstall.bat**.  
Unibar ELS Enterprise will be shown as disabled. Windows will actually remove the program files on the next system restart.

**Note:** For the Windows 7 operating system, you must have administrator privileges and navigate to the command line with the following steps.

- Open the Run menu (**Windows key +R**).
- Type **cmd** and hold down **Shift + Control** as you hit the **Enter** key. A User Account Control dialog box appears.
- Click **Yes**.

## ► Downloading and installing Unibar ELS Enterprise for Linux/UNIX

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1. Download the appropriate file for your system.
2. Open a terminal and navigate to the directory where you want to install the application.
3. Move the downloaded tar.gz file to this directory.
4. Unzip the tar.gz file, which will include JRE and Tomcat files, both of which are required to run Unibar ELS Enterprise.
5. Navigate to the bin directory.  
({Directory where you installed application}/Unibar/ELSEnterprise9/bin) .
6. Type **chmod +x \***
7. Type '**./startELSEnterprise.sh**'  
The './' is required if the install directory is not in the path.
8. Open a web browser and enter the following URL:  
http://[server name]:[Port name]/ELSEnterprise  
For example: **http://localhost:9010/ELSEnterprise**

**Note:** Adobe Flashplayer 10 or later is required to run the application's graphical user interface.

**Note:** The 32-bit Unibar ELS Enterprise application will run on both 32 and 64-bit systems. The 64-bit application is only for 64-bit systems.

## Logging In

Following the initial installation of the application, you will be running in Demo mode.

### ► To access the application prior to installing your license

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1. From the User ID drop-down list, select **Admin**.
2. In the Password field type **dsi** (all lowercase).
3. Click **Login**.

To explore the application prior to activating a license select **Run in Demo Mode**.

## Licensing

On the Licensing pages you can access your license information and settings.

To navigate to the licensing pages, from the application header select **Admin > Licensing**.

Licensing Agent schedule settings can be set in the Licensing module on the License Settings page. The Licensing Agent retrieves your license key from a Web service hosted at DSI.

### Demo Mode

If you launch the application and do not enter license information, the application uses a demo key. Unibar ELS Enterprise displays a reminder that you are running in Demo mode at the top of the application window. In Demo mode, the printed version of your label will have at least one character in each field of a barcode changed (or obfuscated) when printed. This change will not affect the size of any of the fields, but it will make the label unusable in production. In Demo mode, you only have the ability to add 10 printers for use. RFID labels can be designed, but they cannot be printed in Demo mode.

## ► To automatically update a license

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Begin at the License Status page.

1. Click the **Update License Automatically** button.
2. Enter the License ID.
3. Click **Submit**.

If the License Key is generated successfully the Login screen appears.

If your license ID has been previously used or is invalid an error message displays.

## ► To manually update a license

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Begin at the License Status page.

1. Click the **Manual License Entry** button.
2. Enter the License ID.
3. Click **Create License Key**.
4. Once you receive the License Key information, email it to DSI at [globalsupport@dsionline.com](mailto:globalsupport@dsionline.com).  
DSI will then provide you with additional license information.
5. Paste the license information into the lower field of the License Generation dialog box.

Click **Submit**.

## Printers

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### Selecting Printer Models

Before you can design or print a label you must select which printer models will be available to the application. The number of printers that you can make available is determined by your license.

#### ► To set the available printer models

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1. Navigate to the Printer Model Configuration page.  
(From the application header, select **Design > Printer Models**.)
2. To select the printers to be used when printing labels, click the name of the printer model in the Available Printer Models list.
3. Click the right arrow in the center of the window and the printer model will appear in the Installed Printer Models list.
4. Click **Save**.

#### ► To add a printer destination

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1. Navigate to the Printers page.  
(From the application header, select **Admin > Printers**.)
2. Click the **Add** button.  
The Add New Printer dialog box appears.
3. Select the Type of printer you are adding from the drop-down list  
(Device, Pipe, or File).
4. If the Type selected is Device or Pipe, enter the Logical Name and Device Name.  
If the Type selected is File, enter the Logical Name and File Name.
5. Click **Save**.

When adding a printer the following attributes must be defined.

| <u>Field</u>  | <u>Description</u>   |
|---------------|--|
| Type          | <p><b>DEVICE:</b> A printer connected directly to I/O devices via COM port, parallel port, or a shared printer, and are designated as /dev/lp0, /dev/tty1a, and so forth.</p> <p><b>PIPE:</b> A printer accessible via a server address; uses either lpr in UNIX or the pipelpr utility provided with the WIN32 installation package. This method requires the print-server name or address and the internal name of the printer to work properly.</p> <p><b>FILE:</b> Select this option when the label output is a *.jpg or *.png file to be reviewed electronically, rather than a physical label. This printer type is often chosen when a label image needs to be archived.</p> |
| Logical Name  | <p>Sets a name, assigned by the user, which is the name used to refer to the printer. Logical name can be any useful name, such as ACCOUNTING or DOCK_10 and is a text string of up to 40 characters.</p> <p><b>Note:</b> The Logical parameter cannot contain any command line delimiters (space, comma, equal sign, slash, etc.) that can be used on the command line.</p>   |
| Device Name   | Specifies the physical name of the printer.  |
| File Name     | <p>When the printer type File is chosen, this field must be populated with the name with which you wish to save the label file as well as location.</p> <p>By default all labels produced as image output are saved in the Output directory.</p> <p>The ':' and '.' characters are not allowed in this field. Absolute paths cannot be used for this field.</p>  |
| Shell Command | For PIPE destinations only. This field contains the shell command line that is passed to the system when opening the pipe stream. Example: <b>lp -d PrintQueueName</b>   |

## Design Module

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The Design module is made up of the Label Designer and the Data Dictionary. The Label Designer allows you to access existing, or create new label templates. The Data Dictionary allows you to define label field definitions that can be assigned to label templates and used to populate fields on printed labels. With the Label Designer you can integrate barcodes, data, text, lines and other graphics. Click-and-select menus make it easy to modify designs and adjust font, size, density, and height.

The easiest way to generate a label is to start with an existing label template and modify it to your needs.

### ► To open a label template

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1. From the application header select **Design > Label Designer**. The Label Designer page opens. On the left-hand side of the screen is the Label Template Browser, which lists the pre-loaded templates that come with the application. If the label template browser is not visible, click the expansion arrow on the Label Design Toolbar.

2. Double-click **Demo.Laser**.

The template appears on the label canvas.

**Note:** Only templates that correspond with your installed printer drivers will open. If the Demo.Laser template will not open, open the Printer Module Configuration page and confirm that “PCL5-HP LaserJets & Compatibles (Recommended)” appears on the Installed Printer Models list.

## ► To insert fixed text

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1. From the Label Designer menu, select **Insert>Text Field**.
2. Click on the label canvas where you want to insert the text.  
  
A text box appears on the label template. Note that the text insertion option stays selected for easy insertion of additional text boxes.
3. Under Text Properties you may enter the text you want to appear on the label in the Text field.
4. From the main menu, select **File > Save**.

**Note:** You can delete label elements by selecting them with your cursor and pressing the keyboard delete key or the delete button on the Label Design Toolbar.

## Formatting Text

When you use the Label Designer to design a label template you can format text with bold, italic, underline or reverse properties. These attributes can be found in the Text Properties panel. Text must be selected for the Text Properties panel to be visible. Select the checkbox next to an attribute to apply the formatting to the selected text. You will not see the text format changes reflected on the user interface. Formatting text can be confirmed when labels are printed.

## Graphics

Color and grayscale images are not supported by label printers. Therefore, this application supports 1-bit image files in the \*.pcx formate. If your printer supports \*.png, \*.jpeg or \*.jpg files, these file types can be used on label templates associated with compatible printers.

### ► **To insert barcodes, RFID tags, or graphics**

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1. From the Label Designer menu, select **Insert**.
2. Select the element you want to add to the label template.
3. Click on the label template where you want to insert the element.

The insertion option stays selected for easy insertion of additional elements until you click the selection tool on the Label Design Toolbar.

**Note:** RFID labels can be included in label template designs when working in Demo mode, but the actual label cannot be printed.

### ► **To adjust placement of text, barcodes, RFID tags, or graphics**

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1. Select the element you want to move with your cursor. Keeping the mouse button pressed, drag the element to the desired location on the label canvas.
2. You can also adjust placement of an element on the label canvas by using the X and Y sliders or arrows in the Properties panel located on the right side of the page.

**Note:** You can also delete label elements by selecting them with your cursor and pressing the keyboard delete key or the delete button on the Label Design Toolbar.

## QuickLabel

The QuickLabel function provides for immediate label printing from screen input or data file selection using an existing label template. This functionality is useful for testing label designs before master label templates are finalized as well as printing on-demand labels.

### ► To access the Quick Label module

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1. From the application header, select **Print > QuickLabel**. The QuickLabel page appears.
2. Choose a label template from the QuickLabel Browser.
3. Select the **Data Entry** radio button.

When you open a label template in QuickLabel, you see all the variable fields listed that are available in the template along with the default values for each variable.

4. Change the values for each field by typing directly into the field.
5. To print the label, select a printer from the drop-down list and click **Print**.

**Note:** You can also process data files using QuickLabel.

### ► To process a data file using QuickLabel

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1. Set up a TXDATA field in the Label Data Dictionary.  
More information about setting up fields in the Label Data Dictionary can be found in the online Help.
2. Select the label you want to use by double clicking the name of the label template on the QuickLabel Browser panel
3. Click the **Print Job** radio button.

4. From the drop-down list, select the data record (which will populate all the label field information).

Data records must be defined as a TxData field type in the Data Dictionary before they can be used via QuickLabel.

5. Select the Merge File.
6. If the Merge File you wish to use is not listed, click Upload File and navigate to the desired file.
7. Indicate the delimiter for the data file. The delimiter sets the field separator being used for the data file indicated in the Merge File field.
8. Select a printer from the drop-down list and indicate the number of copies you want printed.
9. Click **Print**.

## Mapping Labels to Alternate Printers

With Unibar ELS Enterprise, you can use an existing label design for more than one type of printer. The need for an existing label to be used for multiple printer types could arise when there are hardware upgrades or there is a need to print in multiple locations. Label mapping allows you to assign a label template to an additional printer. The label template must be given a new name each time it is assigned to a new printer. Multiple label templates can reference the same Label Data Dictionary.

You access label mapping, when a label template is open, by selecting **File > Save As** on the Label Designer.

When you select **File > Save As** on the Label Designer, the choices presented on the Printer Model drop-down list are limited to those that support the same fonts used on the open label template.

## Label Data Dictionary

A Label Data Dictionary stores label field information for your label templates. Various field types determine the operations to be performed by the Label Formatter when printing. These field definitions can be reused in multiple label templates, speeding label template development and improving consistency. More information about using the Label Data Dictionary can be found in the online Help.

**Note:** Each label template must have a printer destination associated with it.

When designing a label template on the Label Designer, if you insert a label Data Dictionary field, the sample data is displayed on the screen.