TCE Label Assistant Software

User Manual

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1. Overview and Features

Add text and
number sequences

Paste label data from
Notepad or Excel

Manually enter label
text one at a time, or
using repeats

Add job names and sheet
numbers to printed sheets

File and Edit options
including saving,
formatting and undo
functions etc.

Add current label data
to labels to be printed

TCE Label Assistant v1.0? ( )

File Edit >> Fixed Sequence Paste JobName << Help

Add an automatic sequence

○ 0 - 9999
○ 00 - 99
○ 000 - 999
● 0000 - 9999
○ A - Z

0000 to 0000   0000

☑ Add blank label
☐ Label pairs
☐ Per line
☐ Per sequence

✓

Select sequence - then add FIXED text here before or after - then TICK

Label Preview

Adjust Font Size

(Sheet 1 of 1)

Print your sheets
of labels

Navigate between
sheets of labels to be
printed

→
CAL

Current sheet
preview window

Adjust font size using
preview window

Job status panel

Sheet 1 of 1   49 labels free on this sheet   0 labels to print   Arial size = 10

Hints and Tips

✓ Fixed text can contain most characters, and appear before or after a sequence number. Note that a comma is used to separate lines on a label, so for example TDK,A/001,DMZ would be printed on 3 lines as:

✓ Ideally save the software to its own directory, so its calibration data saves correctly also.

✓ If you make a mistake when adding labels, just use 'Edit / Undo' to delete the most recent change.

✓ Remember to set your computer's default printer before running the software, as it will only print to the detault printer/tray. Also be sure to calibrate to your printer before printing a number of sheets (calibration guide on page).

2. Software Guide

File and Edit Menus

New Job: This will delete the current data for a new sheet of labels.
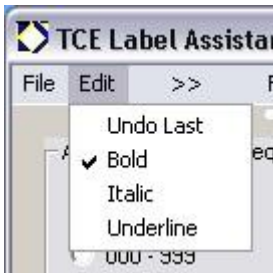**Open Job:** This will load the last saved label sheets from TCE.cfg.

Save: This will save the last saved label sheets in TCE.cfg.

Make Label File: (unused)

Print : Print labels to the default printer / tray.

Calibrate: Used to calibrate print alignment on the labels.

Exit: Exit the program.

Undo Last: This will remove the last set of labels from the print queue

Bold: Select for bold text

Italic: Select for italic text

Underline: Select for underlined text

Data Entry Modes

Fixed:

Enter the desired label text into the orange box, select the number of labels with the repeat value, and TICK to add to the sheet.

Sequence:

Set the number of variable characters, select sequence start and end values, type any fixed text into the orange box, and TICK to add.
Sequence Options:

- Add and blank label at the end of this sequence to separate with the next.
- Select label pairs to print each label twice on the sheet.
- For label pairs, use the per line option to print the pairs one above the other, or use the per sequence option to print the whole sequence twice.

Paste:
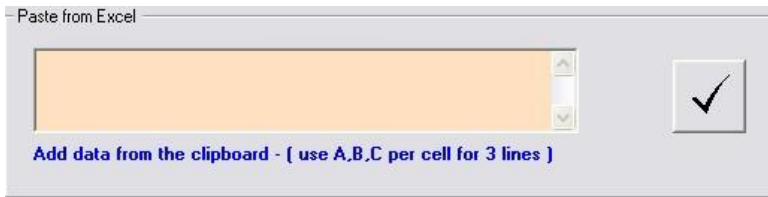
Copy data from notepad or excel into the clipboard, then simply click on the large orange box to paste, and TICK to add the labels.

Multiline labels: Commas in a cell are interpreted as new line "UpperLine , MiddleLine , LowerLine" makes a three line label. Any sequence can appear in any one of the three lines e.g. "UpperText,0002,LowerText" You may print up to 3/4 lines per label, subsequent commas are ignored. Use font size 10pt for 3 - 4 line labels.

Job Name:
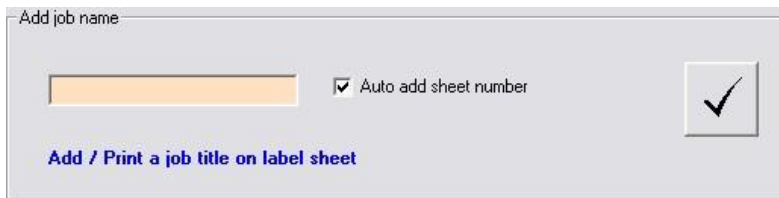
Simply type the job name and select if you would like sheet numbers to be printed (on by default). The job name is then printed in the top right each each sheet.

Adjust Font Size: Use slider to select preferred font size

Preview: Preview the label sheet and adjust the font to the required size.
If the label text EXCEEDS the physical label size the preview will turn RED.
Use 10pt size as average guide. Use the up and down arrows to move between sheets.

Print : DEFAULT printer ONLY
You are be advised to check the suitability of the printer by printing a
test run on standard paper before using labels. The printer should be set using
Windows printer setup to A4 and Portrait. Use the "Calibrate Function" if needed.

3. Printer Calibration

As all printers are different, misalignment of print on the label may occur, but this feature allows adjustments to be made to correct print alignment. To access this feature simply drag the right hand edge of the software outwards to reveal.
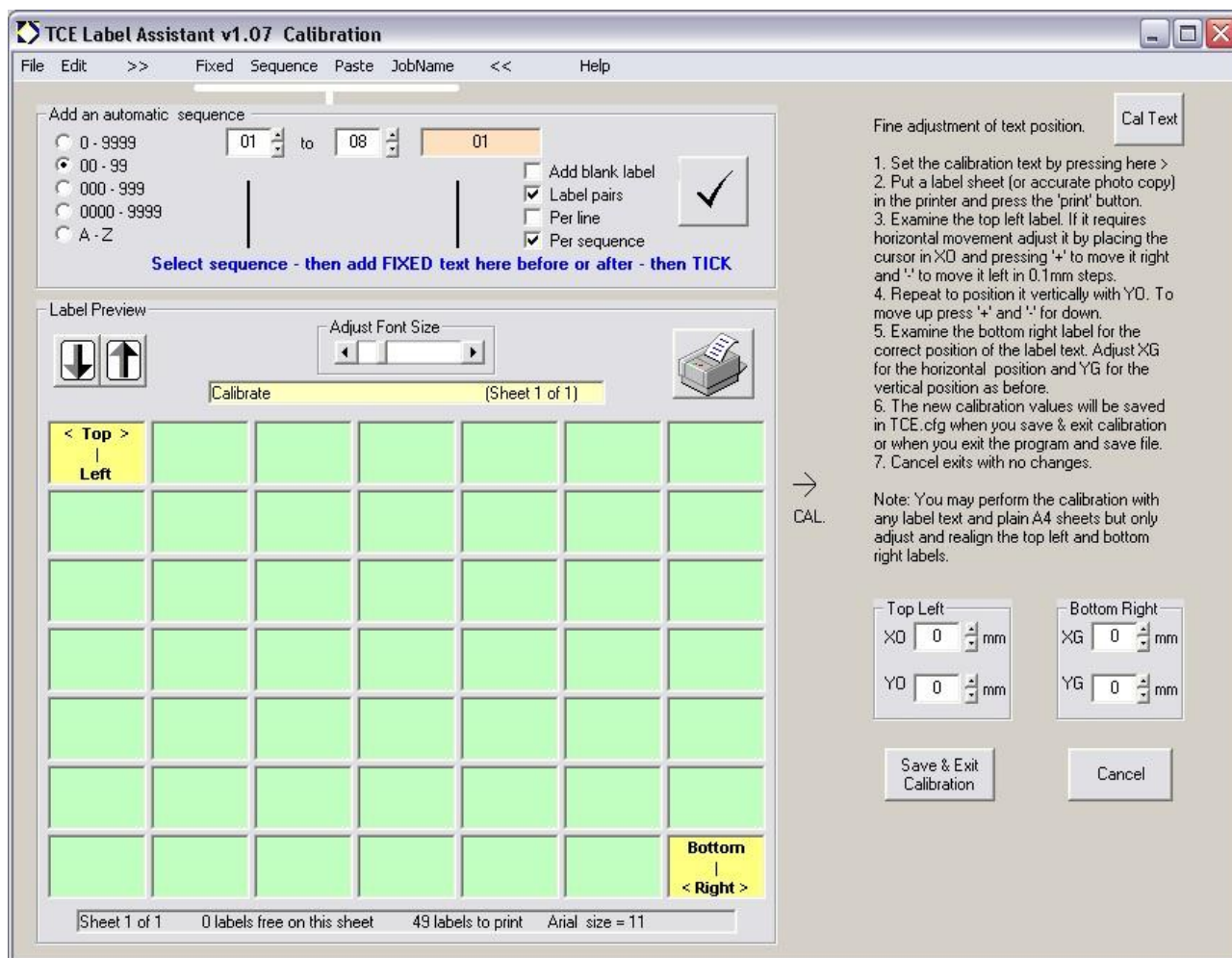
Firstly click the 'Cal Text' button to mark the top left and bottom right labels. Then print a test sheet. Check the alignment on both corners of the test sheet and follow the instructions regarding making adjustments to these positions. Repeat another test sheet and so on. When the corners are correct, all of the other labels will be correct also, unless the sheets are not running straight through the printer.

When alignment is good, click the 'Save and Exit' button which saves the calibration data to a .cfg file in the same directory as the software was run from. It is therefore best to save the software into its own directory, rather than run from your web browser, although the calibration file will still work from wherever your temp downloads directory may be.

4. Example Use

This quick guide shows how to print a simple number sequence using the Label Assistant software.

For example we will use the sequence GX01 to GX48 followed by DMZ100 to DMZ298

On this occasion we will opt to print 2 labels per number so that both ends of the cable can be labelled.

Firstly select File / New Job from the top menu, and your screen should look like this:
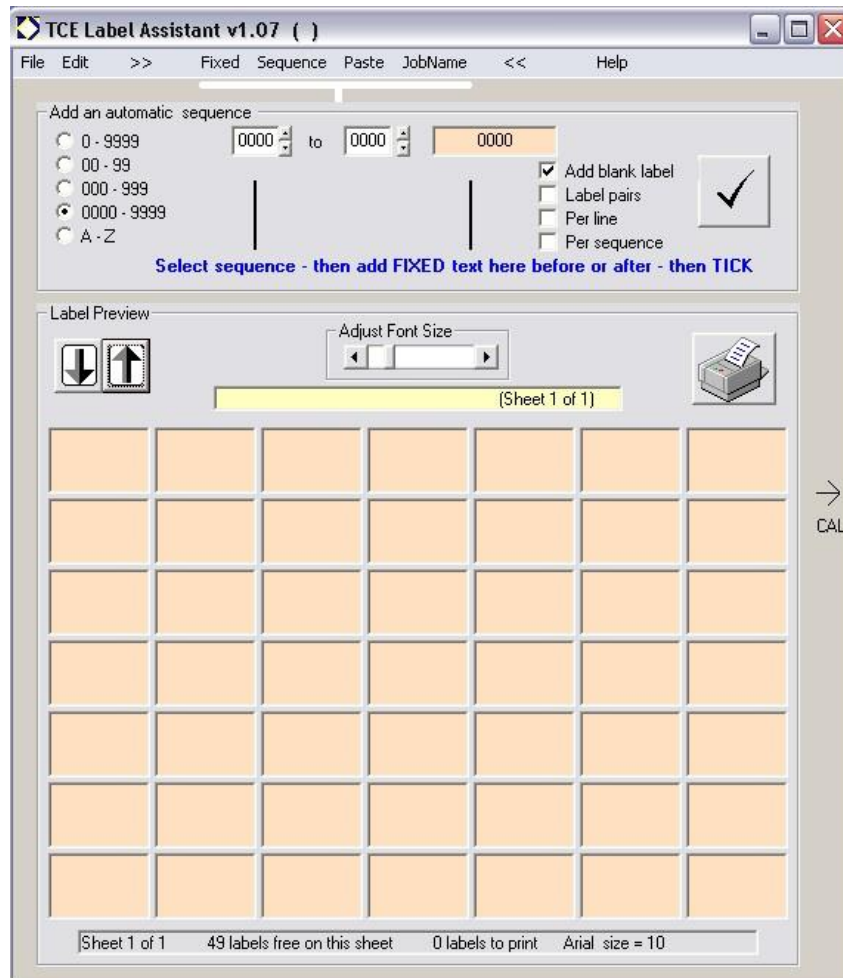
Note the 49 boxes which represent each label on a sheet are orange, which indicates they are unused.

For the sequence GX01 to GX48 firstly select the 2 variable numbers option   ->

Now enter GX in the fixed text box before the two zeros and use the arrows to change the start number to 01 and end to 48

Now select the Label pairs option, and click on the large TICK button to add this sequence to the labels to be printed.

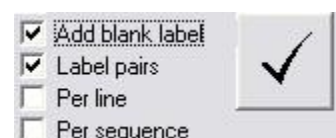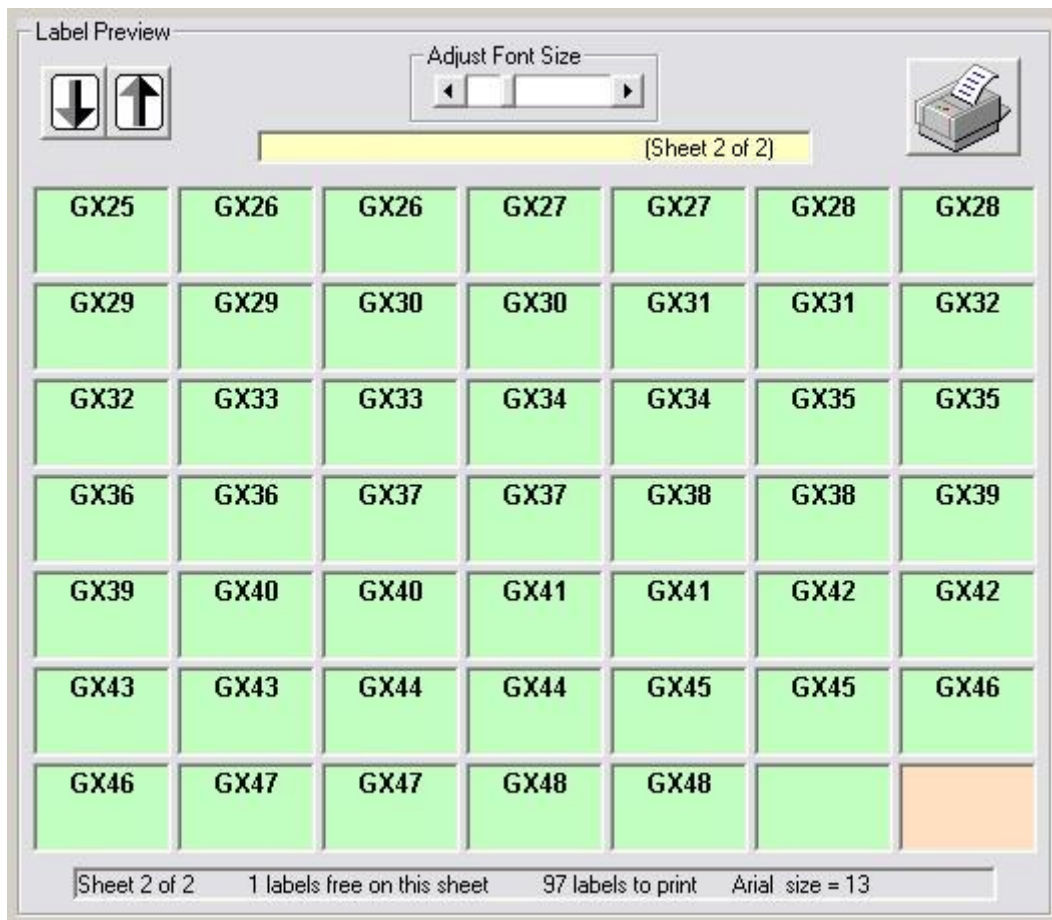The labels are now added to the print queue, and shown in the sheet preview window:

GX25	GX26	GX26	GX27	GX27	GX28	GX28
GX29	GX29	GX30	GX30	GX31	GX31	GX32
GX32	GX33	GX33	GX34	GX34	GX35	GX35
GX36	GX36	GX37	GX37	GX38	GX38	GX39
GX39	GX40	GX40	GX41	GX41	GX42	GX42
GX43	GX43	GX44	GX44	GX45	GX45	GX46
GX46	GX47	GX47	GX48	GX48		

Adjust Font Size

(Sheet 2 of 2)

Sheet 2 of 2   1 labels free on this sheet   97 labels to print   Arial size = 13

Use the adjust font size to enlarge the text to 12pt. As there is one blank label at the end of the sheet we will fill this before adding the next sequence. Simply select 'Fixed' from the top menu, ensure the text entry box is blank and press the TICK button. Now select 'Sequence' again to continue on a fresh sheet.

Now select the 000-999 option to enable 3 variable numbers, change the fixed text to show DMZ000 and then change the start and end sequence numbers to 100 and 298. We shall leave label pairs selected, and press the large TICK button. The second sequence is added to the labels already created. The result is 11 sheets of labels to be printed, and you can check these by using the large up and down arrows in the label preview section:

Label Preview — Adjust Font Size — (Sheet 6 of 11)

DMZ173	DMZ174	DMZ174	DMZ175	DMZ175	DMZ176	DMZ176
DMZ177	DMZ177	DMZ178	DMZ178	DMZ179	DMZ179	DMZ180
DMZ180	DMZ181	DMZ181	DMZ182	DMZ182	DMZ183	DMZ183
DMZ184	DMZ184	DMZ185	DMZ185	DMZ186	DMZ186	DMZ187
DMZ187	DMZ188	DMZ188	DMZ189	DMZ189	DMZ190	DMZ190
DMZ191	DMZ191	DMZ192	DMZ192	DMZ193	DMZ193	DMZ194
DMZ194	DMZ195	DMZ195	DMZ196	DMZ196	DMZ197	DMZ197

Sheet 6 of 11   0 labels free on this sheet   497 labels to print   Arial size = 12

For this test leave normal paper in the printer to avoid wasting sheets of labels.

Now simply click on the Printer icon to print to your default printer. (Please note only your default printer will be used by the software, so ensure you select this before printing any labels).

Please note the software may need to be calibrated to your printer before attempting to print actual sheets of labels. Please refer to the Printer Calibration guide on page 4.