

Barcode Overview

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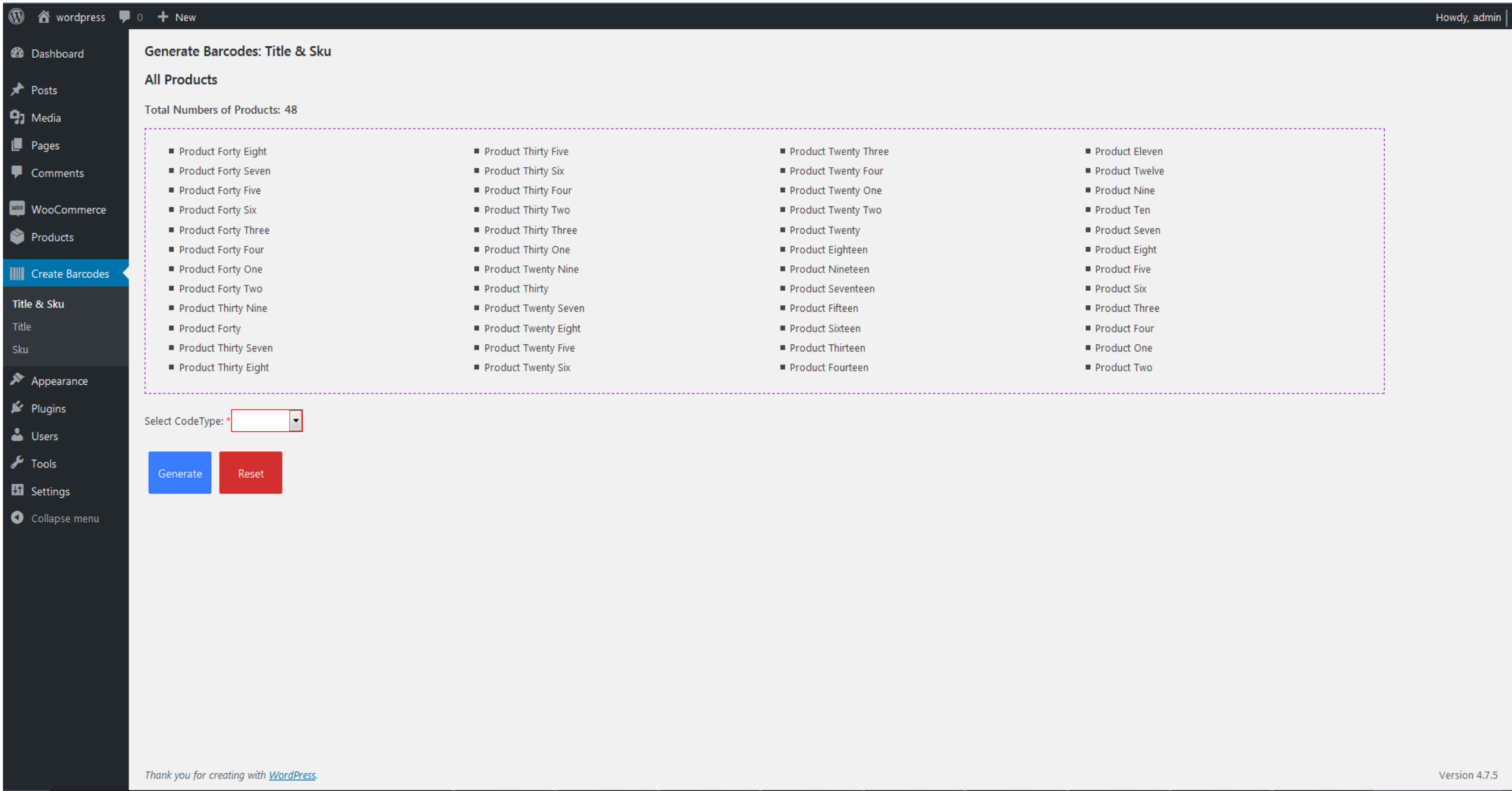
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How does the barcode letter-size plugin works?

The purpose of the Barcode Letter-Size plugin is to create barcodes to identify/match your products. So when you do your inventory, you can check to see how many products you have in stock on the website and compare what you actually have in your storage or warehouse. This will help you keep track the actual number of products you have in stock and then you will update the actual numbers on the website. Most likely you have to create an excel sheet that has your products, sku, prices and the number in stock so you can keep track monthly.

First, you upload the plugin zip and installed it. Then on your sidebar menu you will see “**Create Barcode**”:



Underneath “Create Barcode”, there are 3 options for creating the barcode with:

- ❖ Title & Sku
- ❖ Title
- ❖ Sku

There are six codetypes (barcode designs), examples on the bottom starting from left to right in order starting with:

- ❖ code128a
- ❖ code128b
- ❖ code128c
- ❖ code39
- ❖ code25
- ❖ codabar

This is how it looks overall (18 barcode designs total):

Title & Sku

Product One
A20161001

Product Two
A20161002

Product Three
A20161003

Product One
A20161001

Product Two
A20161002

Product Three
A20161003

Title

Product One

Product Two

Product Three

Product One

Product Two

Product Three

Sku

A20161001

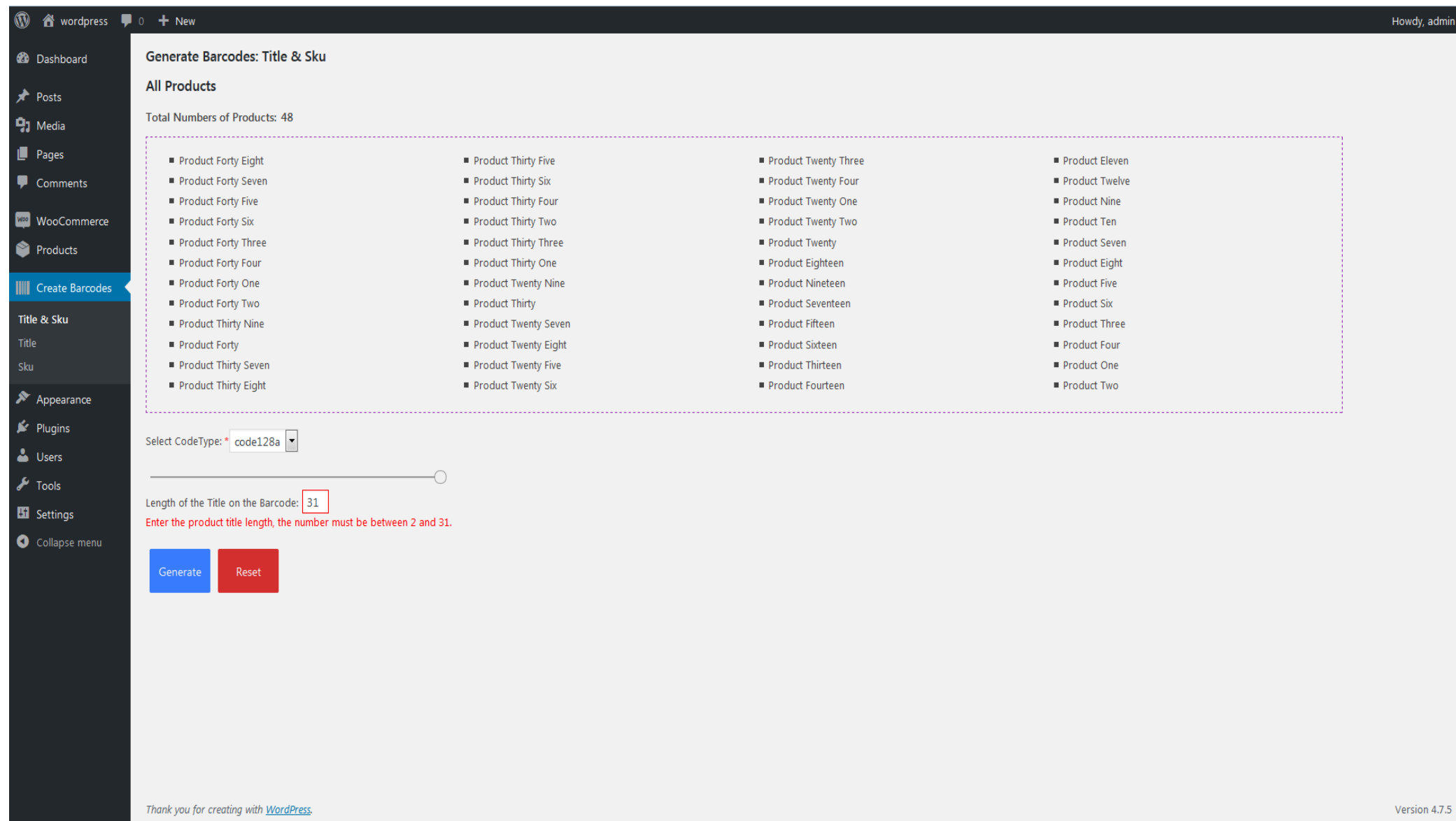
A20161002

A20161003

A20161001

A20161002

A20161003



The Barcode Letter-Size plugin can display 48 barcodes per print page.

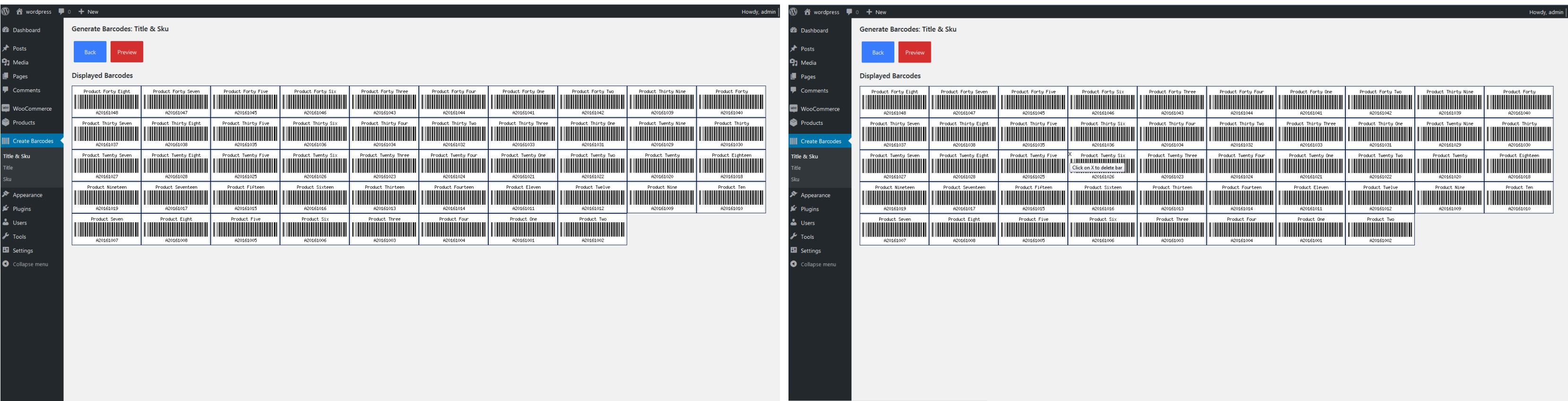
There is 48 products total on the demo (you might have more than 48 products) and for this example you want to have 48 products and convert it into 48 barcodes to be print out.

- 1) Select one code type: code128a, code128b, code128c, code25, code39, codabar.
- 2) Slide the length of numbers of your choice for the title that you want to display on the barcode.

There are 2 buttons: ‘**Generate**’ button will display the barcodes and ‘**Reset**’ button will reset the settings.

Now click ‘**Generate**’ button.

After you click ‘**Generate**’ button, it will go to the next page that display all the barcode with your setting:



There are 2 buttons:

The ‘**Back**’ button will go back to the first page.

The ‘**Preview**’ button will display all the barcode on another page to be print out.

Now you can move the mouse around and you will notice a ‘**X**’ **button** on top of the left corner of the barcode. The ‘**X**’ will delete the barcode if you don’t need it. This will not delete the products from your database, it will only remove the barcode only (Click on **Delete Button** (‘**X**’) and it will take you to the paragraph describing how it works)

Product Forty Eight  A20161048	Product Forty Seven  A20161047	Product Forty Five  A20161045	Product Forty Six  A20161046	Product Forty Three  A20161043	Product Forty Four  A20161044	Product Forty One  A20161041	Product Forty Two  A20161042	Product Thirty Nine  A20161039	Product Forty  A20161040	Product Thirty Seven  A20161037
Product Thirty Eight  A20161038	Product Thirty Five  A20161035	Product Thirty Six  A20161036	Product Thirty Four  A20161034	Product Thirty Two  A20161032	Product Thirty Three  A20161033	Product Thirty One  A20161031	Product Twenty Nine  A20161029	Product Thirty  A20161030	Product Twenty Seven  A20161027	Product Twenty Eight  A20161028
Product Twenty Five  A20161025	Product Twenty Six  A20161026	Product Twenty Three  A20161023	Product Twenty Four  A20161024	Product Twenty One  A20161021	Product Twenty Two  A20161022	Product Twenty  A20161020	Product Eighteen  A20161018	Product Nineteen  A20161019	Product Seventeen  A20161017	Product Fifteen  A20161015
Product Sixteen  A20161016	Product Thirteen  A20161013	Product Fourteen  A20161014	Product Eleven  A20161011	Product Twelve  A20161012	Product Nine  A20161009	Product Ten  A20161010	Product Seven  A20161007	Product Eight  A20161008	Product Five  A20161005	Product Six  A20161006
Product Three  A20161003	Product Four  A20161004	Product One  A20161001	Product Two  A20161002							

The ‘**Preview**’ button will open a new tab (new page) and displayed all 40 barcodes to be print out.

To print out the barcode, you need to select print from your browsers.

Majority of the people used one particular browser, so I am not sure which browsers everyone used.

So I create 4 instructions for 4 common browsers:

- Firefox
- Chrome
- Opera
- Internet Explorer

On the bottom right corner of this page, you will see a shape button and the word ‘**Top**’, click on it, this will go back to the table of content. From there you can pick the browser that you used often.

Once you pick the browser you want to used, it will show you instructions how to print out the barcodes whether on a Letter-size paper or a Full-Sheet Labels

What labels are used to print out the barcodes?

The barcode lettersize plugin used Full-Sheet Labels (the size of a letter 8-1/2" x 11") to print out the barcodes and you can use a scissor to cut the barcodes individually and then you place the barcode label on the boxes.

You can also use a letter size paper to print out the barcode and cut the barcodes individually and use tape to put the barcode labels on the boxes.

These are some of the companies that sell those Full-Sheet Labels:

Uline

<https://www.uline.com/>

Staples

<http://www.staples.com/>

Office Depot

<http://www.officedepot.com/>

Quill

<http://www.quill.com/>

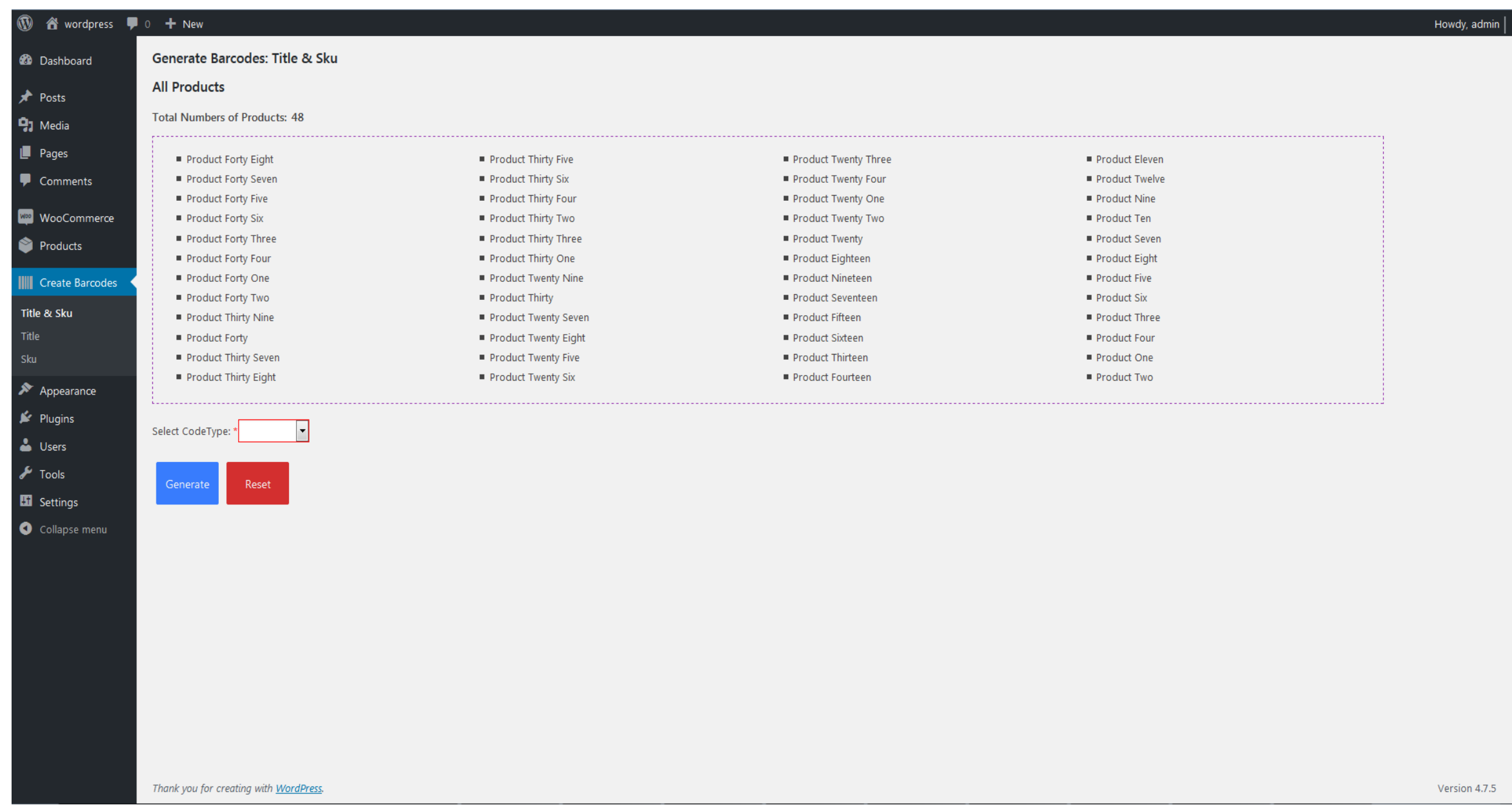
There are some other companies that sell it too, I just name common stores that sell Full-Sheet Labels.

How does the Delete Button works?

In regards about the **Delete Button** (‘X’), for example, you have 48 products total from the demo, you delete 24, 25, 26 barcode from the list. By accident, you decided you want barcode 24 on your list again. All you have to do is click ‘**Back**’ button and you notice that you still have 48 products total from the demo.

The image below illustrate, you still have 48 product total.

Then re-enter the setting again and click ‘**Generate**’ button and it will display 48 barcode again.



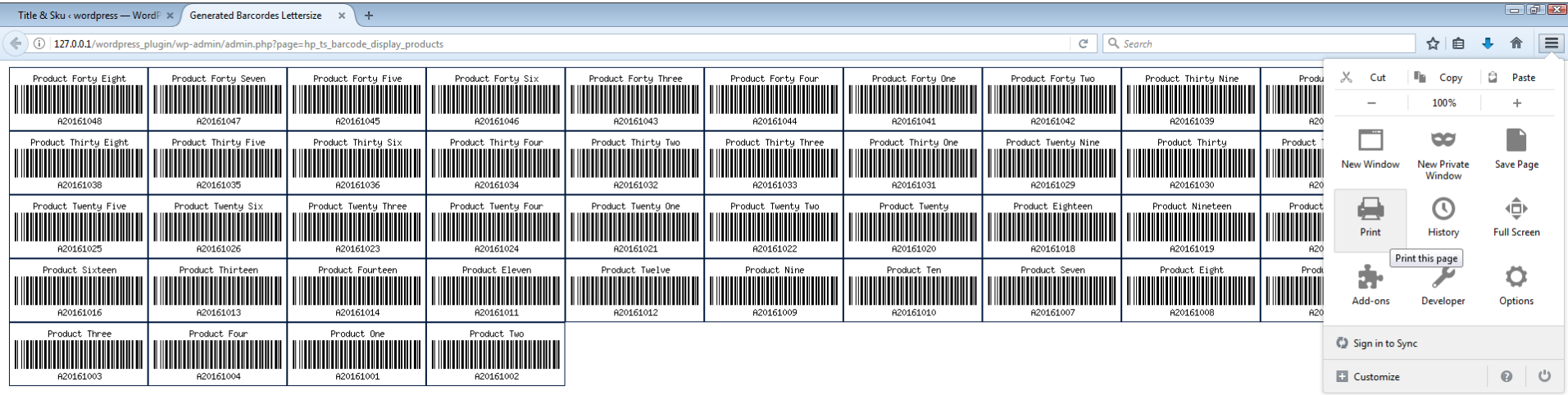


For example, you decided you want to delete those 3 barcodes. The image on left illustrated, you removed those 3 barcodes.

Product Forty Eight A20161048	Product Forty Seven A20161047	Product Forty Five A20161045	Product Forty Six A20161046	Product Forty Three A20161043	Product Forty Four A20161044	Product Forty One A20161041	Product Forty Two A20161042	Product Thirty Nine A20161039	Product Forty A20161040	Product Thirty Seven A20161037
Product Thirty Eight A20161038	Product Thirty Five A20161035	Product Thirty Six A20161036	Product Thirty Four A20161034	Product Thirty Two A20161032	Product Thirty Three A20161033	Product Thirty One A20161031	Product Twenty Nine A20161029	Product Thirty A20161030	Product Twenty Seven A20161027	Product Twenty Eight A20161028
Product Twenty Three A20161023	Product Twenty One A20161021	Product Twenty Two A20161022	Product Twenty A20161020	Product Eighteen A20161018	Product Nineteen A20161019	Product Seventeen A20161017	Product Fifteen A20161015	Product Sixteen A20161016	Product Thirteen A20161013	Product Fourteen A20161014
Product Eleven A20161011	Product Twelve A20161012	Product Nine A20161009	Product Ten A20161010	Product Seven A20161007	Product Eight A20161008	Product Five A20161005	Product Six A20161006	Product Three A20161003	Product Four A20161004	Product One A20161001
Product Two A20161002										

Then click ‘**Preview**’ button and it will open a new tab that will display 45 barcodes that you wanted and the other 3 barcodes are not part of the list.

Firefox - (Current Version: 53.0.3 and up)



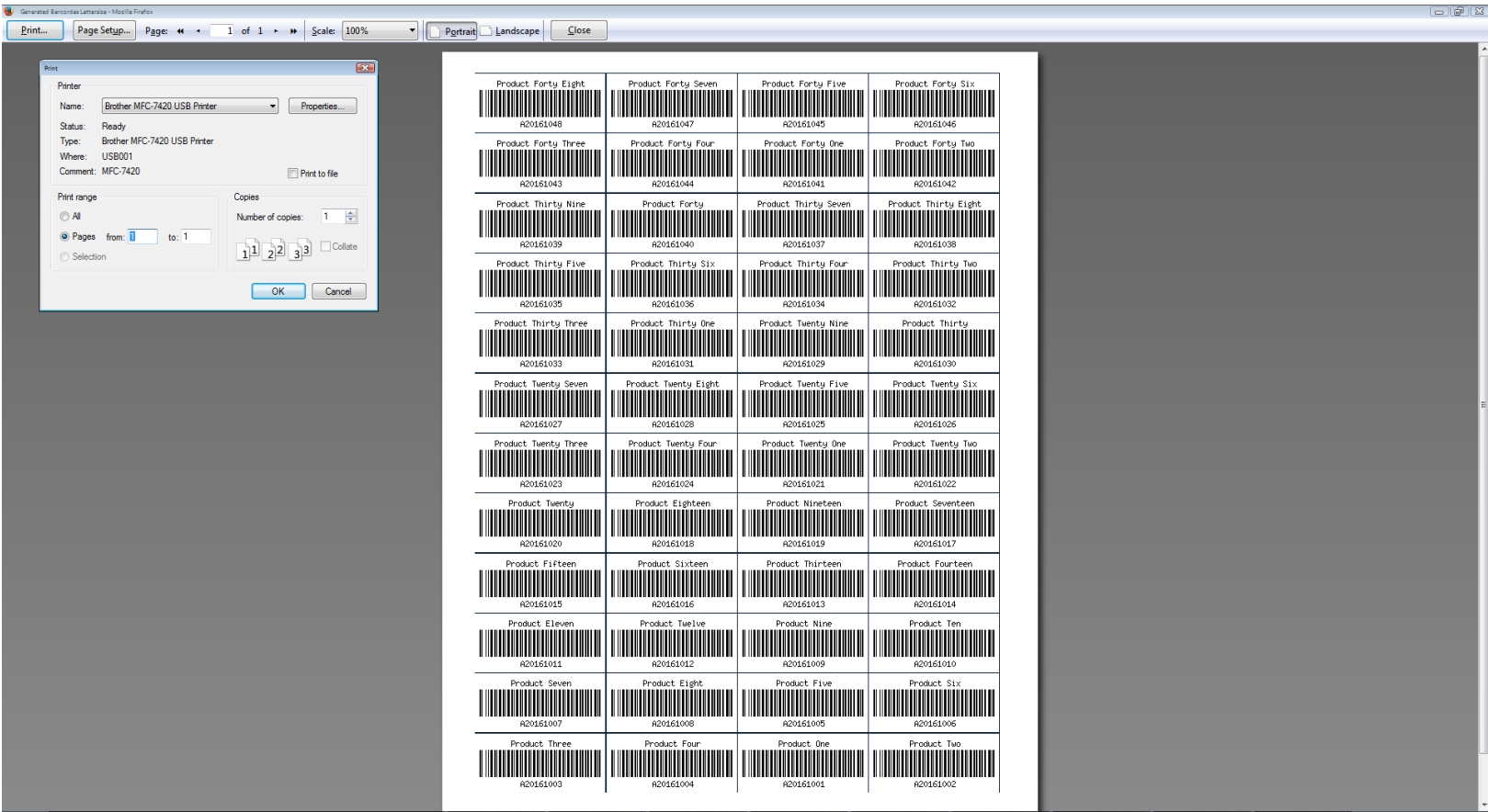
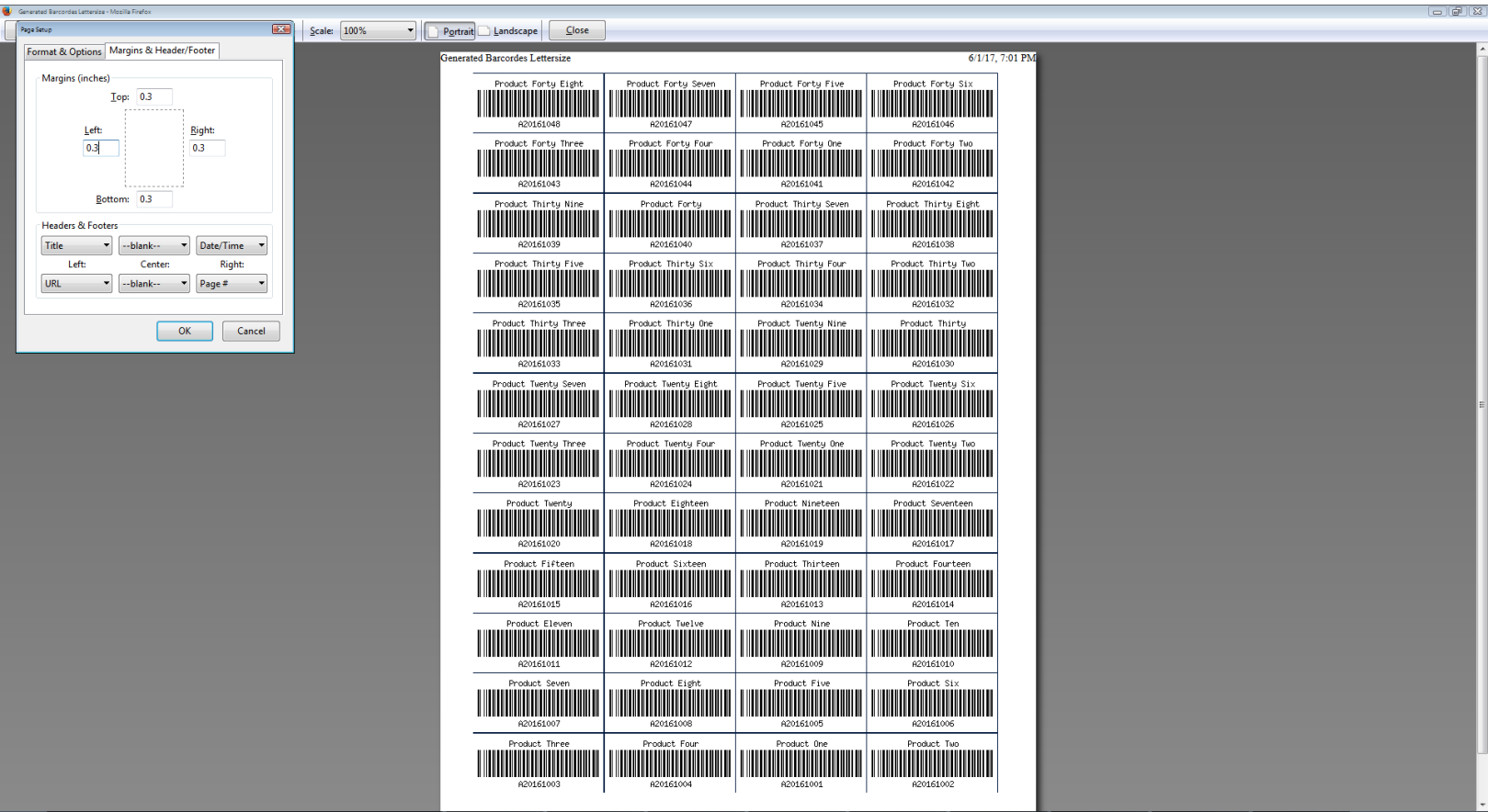
48 labels for code128a.

On your top right corner, there's a 'Open Menu' button and click on it and it will display drop down window and you will see the 'Print' button. Click on it.

The image on right show 48 barcodes on the page, but you need to remove the header and footer.

On your top left corner, click on ‘**Page Setup**’ button and then click on the tab ‘**Margins & Header/Footer**’.

You will notice **Margins & Header/Footer** are fill with info. You need to replace the current setting and add ‘0’ to the margins and for the Header/Footer click on the down drop and select ‘**Blank**’ for all the Header/Footer.



The image on left show you already adjust the settings and click ‘**OK**’ button, you will notice the 48 barcodes shift in the center now.

On your top right corner, click on ‘**Print**’ button and select the radio button ‘**Pages**’ to from 1 to 1. and number of copies to 1. When you print it out you will have 48 barcodes It’s best to print out on paper to see how it looks like then used the Full-Sheet Labels.

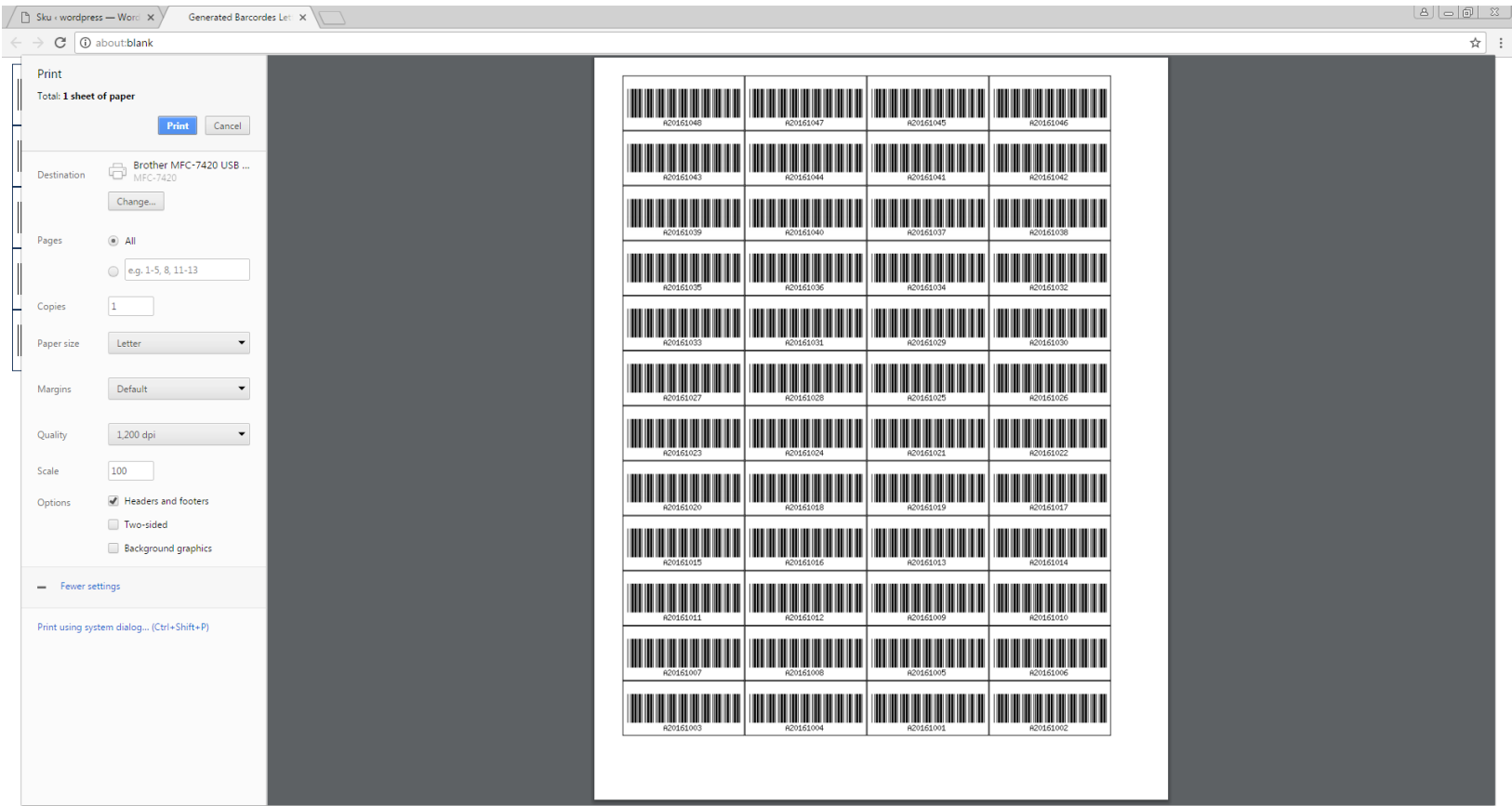
I recommend that you print 1 sheet at a time because the padding on the second page might be slightly different from

Chrome - (Current Version: 58.0 and up)



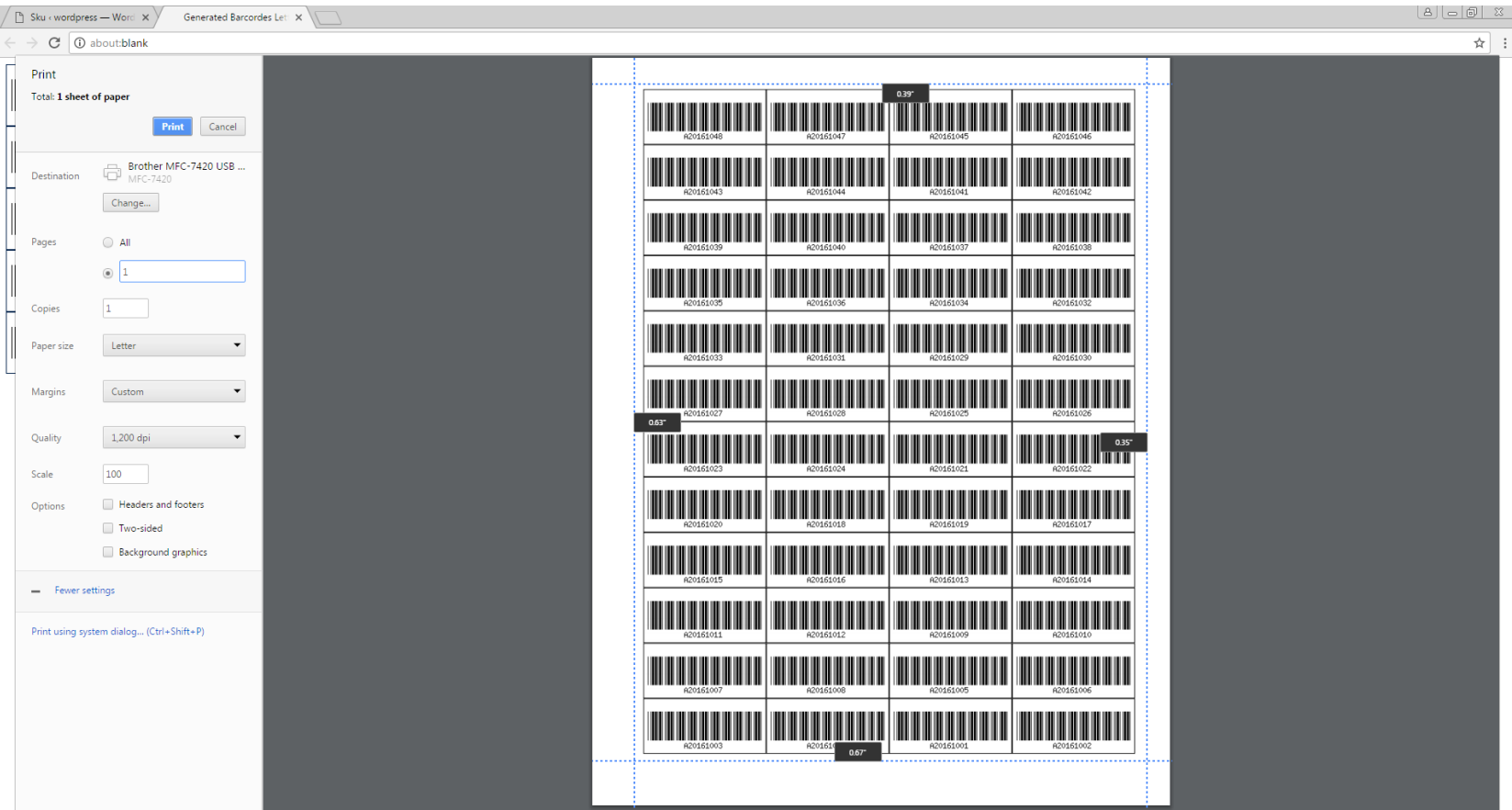
48 labels for code25

On your top right corner, there's a **‘Customize and Control for Google Chrome’** button and click on it and it will display drop down window and you will see the **‘Print’** link Click on it.



Now you see 48 barcodes on the page, but you need to adjust the column so the barcodes are center. Right now, it's shift to the left.

On your left column, click on **‘More Setting’** link and you notice the **‘Paper size’** is set in **‘Letter’** and for the **‘Margins’** set it to **‘Custom’**. You will notice blue dotted guide line.



Used your mouse and drag top guide line and move it to **‘0.39’ inches’** and drag the bottom guide line to **‘0.67’ inches’**. Then drag the left guide line **‘0.63’ inches’** and drag the right guide line to **‘0.35’ inches’**. Now you notice that the 48 barcodes are center.

On your left column, set radio button **‘Pages’** to 1 and **‘Copies’** to 1 also. When you print it out you will have 48 barcodes on the paper.

It's best to print out on paper to see how it looks like then used the Full-Sheet Labels.

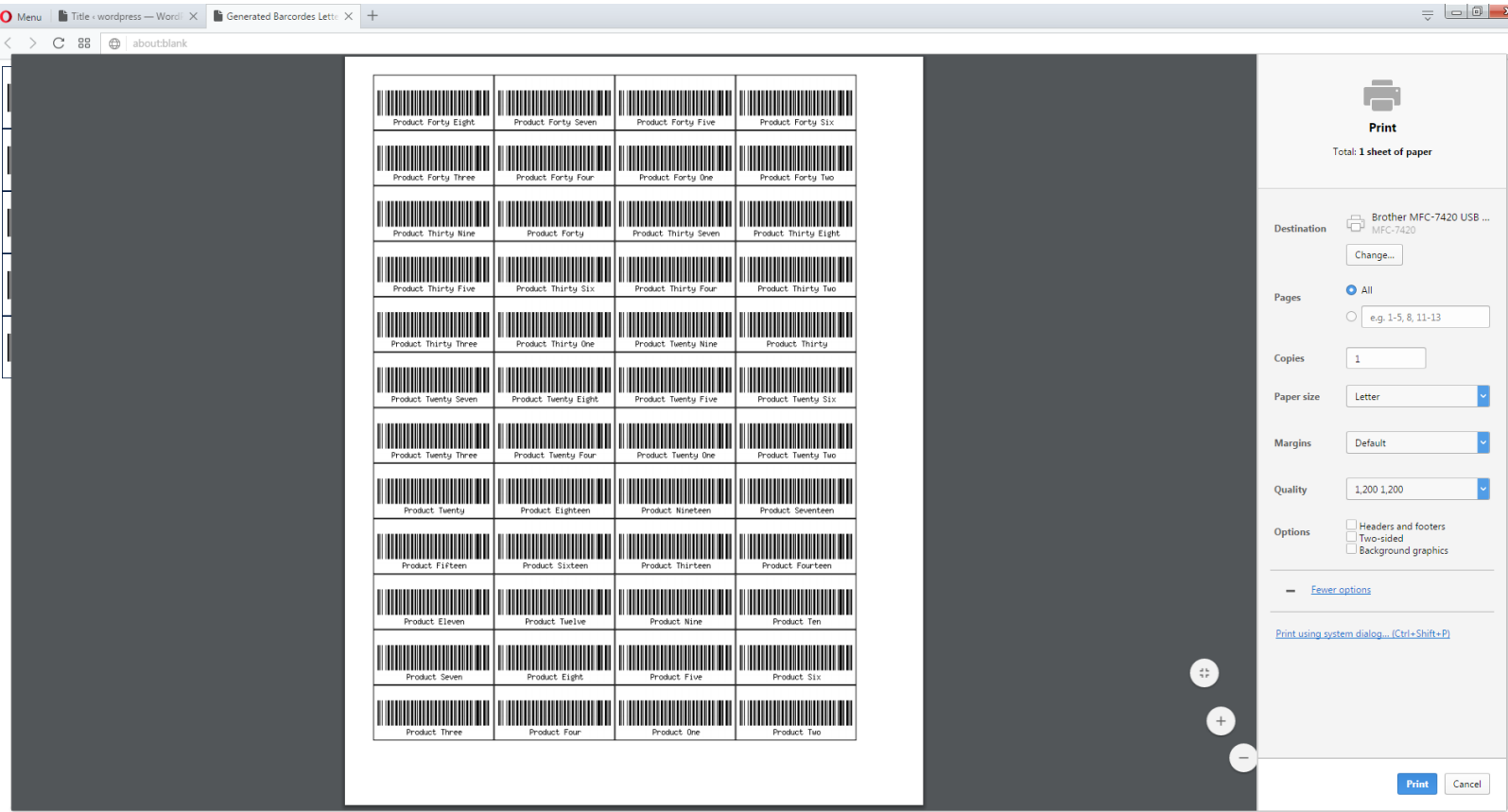
I recommend that you print 1 sheet at a time because the padding on the second page might be slightly different from the first page.

Opera - (Current Version: 45.0 and up)



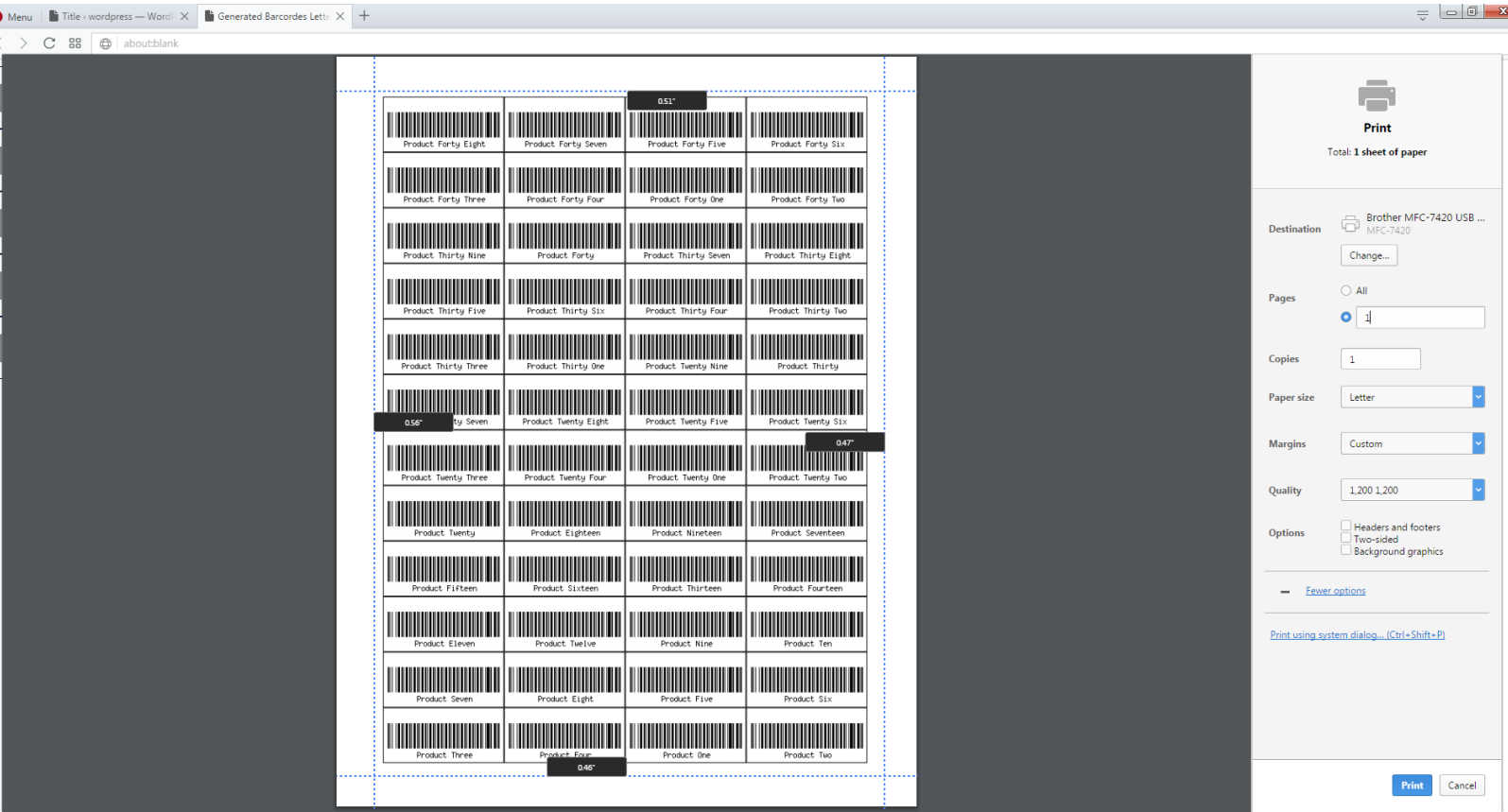
48 labels for code128c

On your top left corner, there’s a ‘Menu’ button and click on it and it will display drop down window and you will see the ‘Print’ button. Click on it.



Now you see 48 barcodes on the page, but you need to adjust the column so the barcodes are center. Right now, it's shift to the left.

On your top left colmn, there's a **‘More Option’** link and click on it and you notice the **‘Paper size’** is set in **‘Letter’** and for the **‘Margins’** set it to **‘Custom’**. You will notice blue dotted guide line.



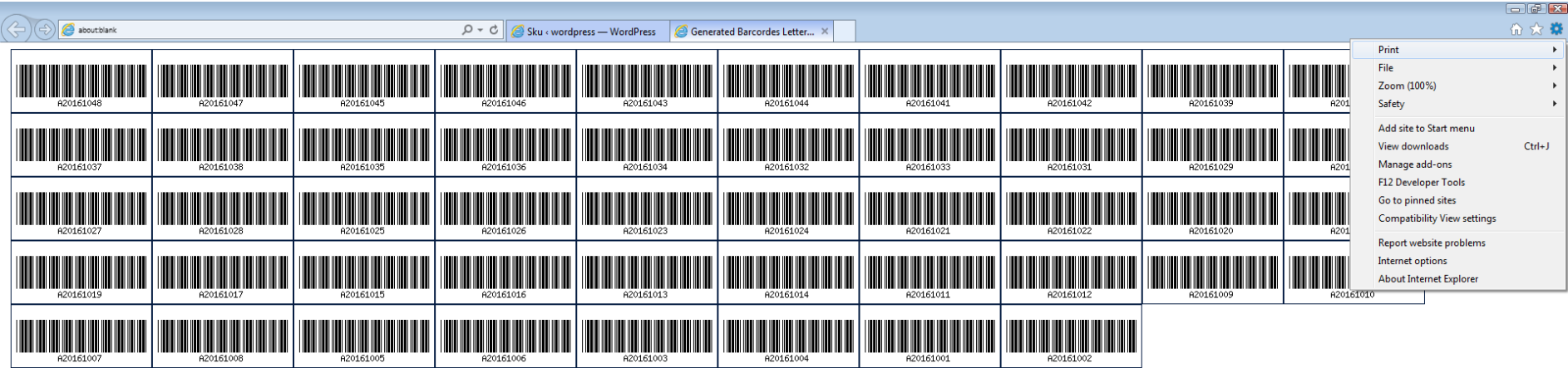
Used your mouse and drag top guide line and move it to **‘0.51’ inches’** and drag the bottom guide line to **‘0.46’ inches’**. Then drag the left guide line **‘0.56’ inches’** and drag the right guide line to **‘0.47’ inches’**. Now you notice that the 48 barcodes are center.

On your left column, set radio button **‘Pages’** 1 and **‘Copies’** to 1 also. When you print it out you will have 48 barcodes on the paper.

It's best to print out on paper to see how it looks like then used the Full-Sheet Labels.

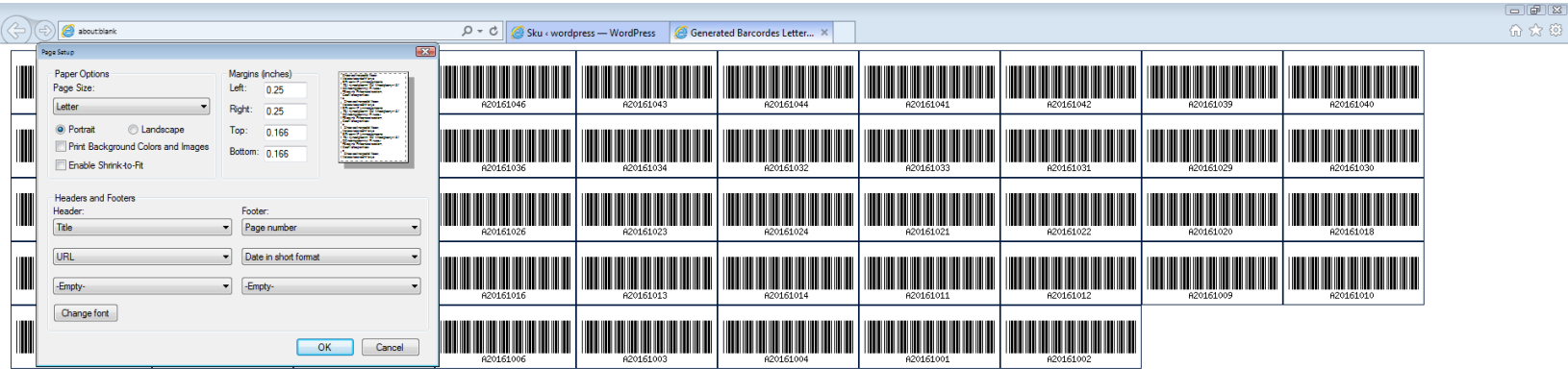
I recommend that you print 1 sheet at a time because the padding on the second page might be slightly different from the first page.

Internet Explorer - (Last Version: 11)

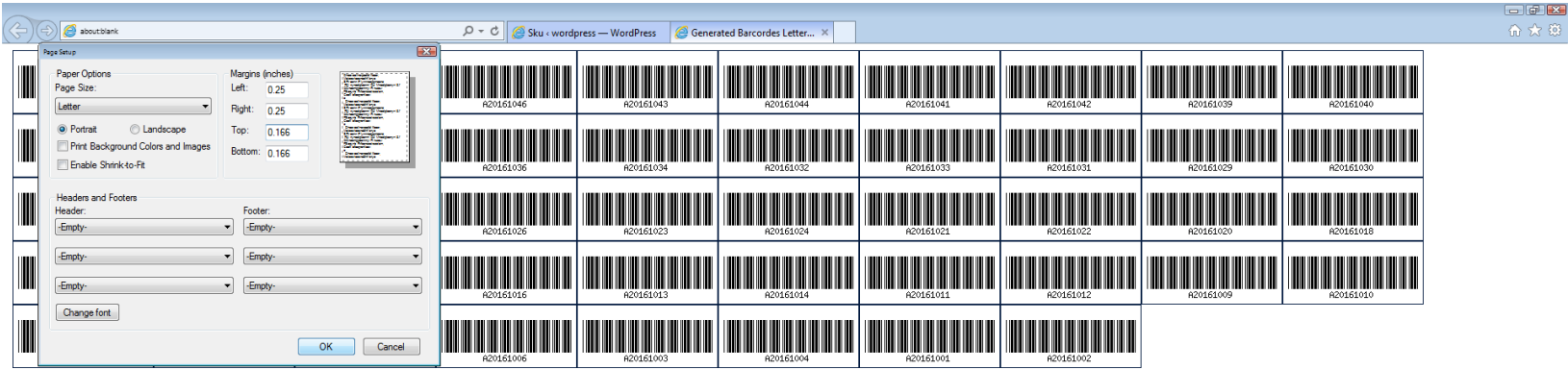


48 labels for code39.

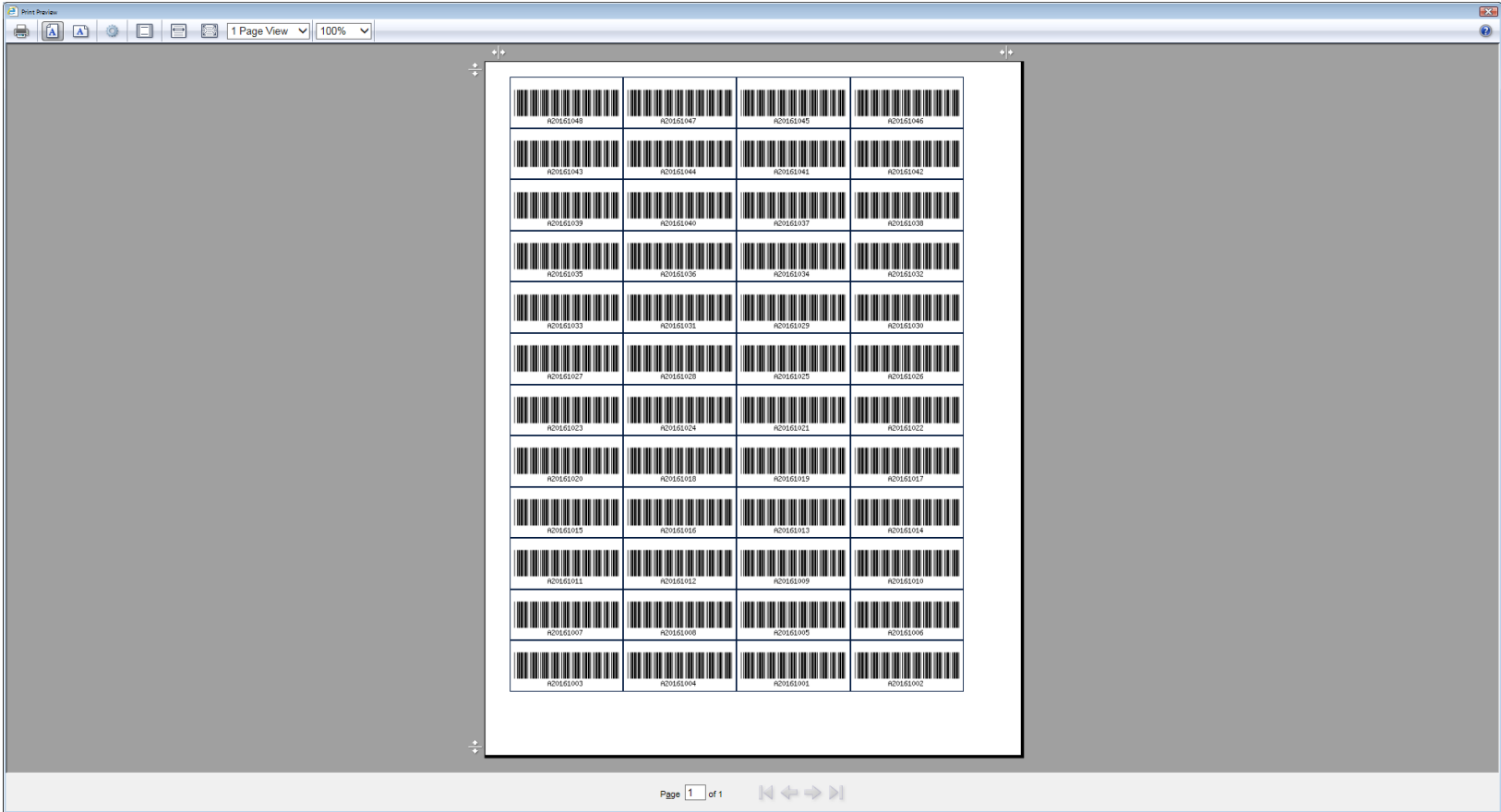
On your top right corner, there’s a ‘**Tools**’ button and click on it and it will display drop down window and you will see the ‘**Print**’ link. Click on it and then click on ‘**Page Setup**’ link.



On your top left corner, a window showing ‘**Margins & Header/Footer**’. You will notice **Margins & Header/Footer** are fill with info. You need to replace the current setting and add ‘0’ to the margins and for the Header/Footer click on the down drop and select ‘**Empty**’ for all the Header/Footer.

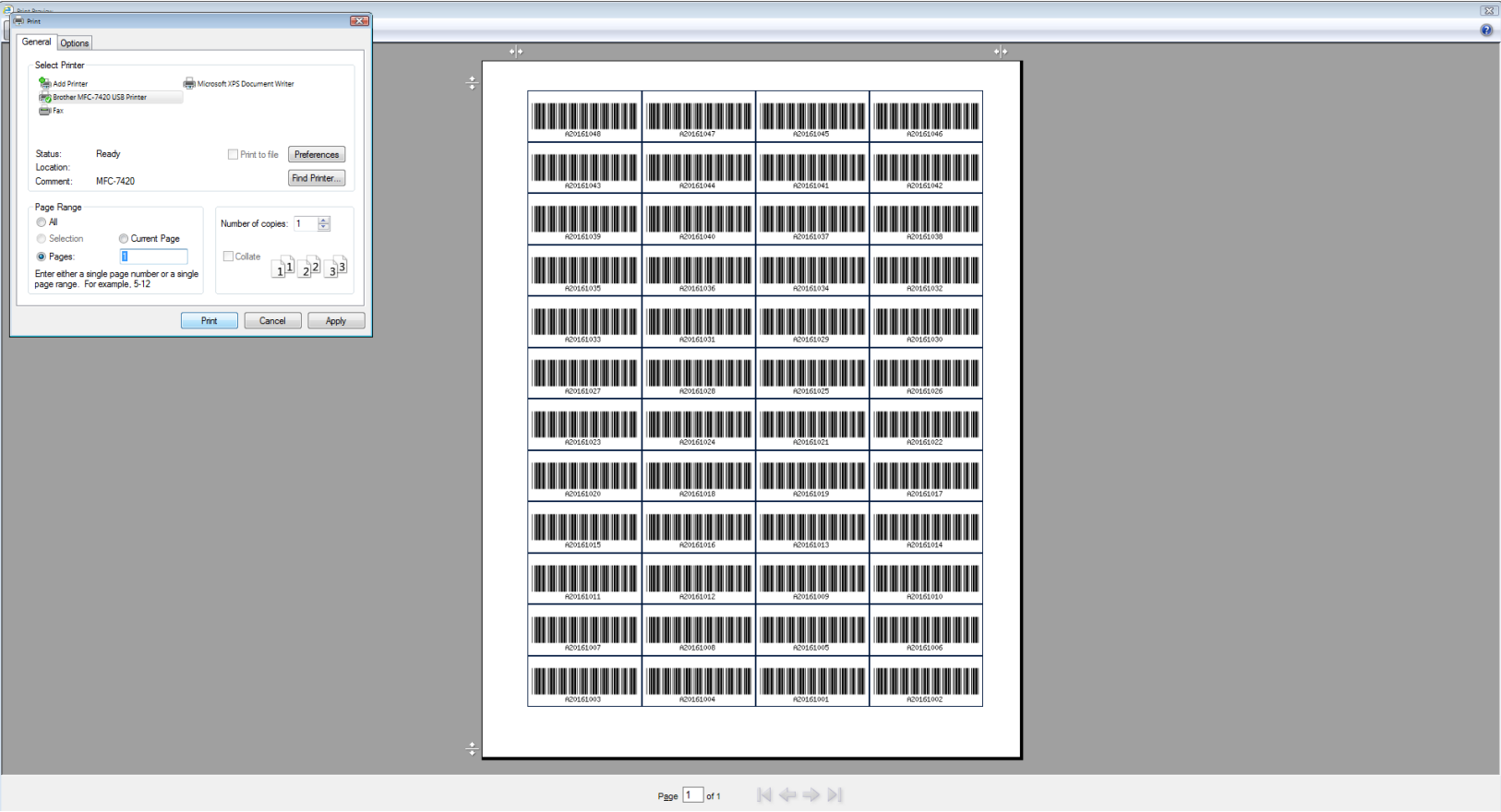


For the margins these numbers: 0.25, 0.25, 0.166, 0.166 appear in the input box. You can leave it way the way it is, it's by default for IE to have those settings and the Header/Footer are empty and now click OK



On your top right corner, there’s a **‘Tools’** button and click on it and it will display drop down window and you will see the **‘Print’** link. Click on **‘Print Preview’**.

Now you see 48 barcodes on the page, but you need to adjust the column so the barcodes are center. Right now, it’s shift to the left.



On your top left corner near the sheet, used your mouse to move the **‘Adjust Margin’** to the right so the barcodes are center.

On your left column, set radio button **‘Pages’** to 1 and **‘Number of Copies’** to 1 also. When you print it out you will have 48 barcodes on the paper.

It’s best to print out on paper to see how it looks like then used the Full-Sheet Labels.