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# BlueBooking

## Attendant Booking System

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Version 1.5

## User Manual

07. December 2017

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## 2 Disclaimer

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## 3 Introduction and Installation

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### 3.1 About

TEC-IT's **BlueBooking** is an application for checking-in event participants by means of barcodes or NFC/Rfid tags. The identification attribute can be chosen freely but it has to be unique for the event and the member.

**BlueBooking** offers the possibility to import member lists, print name badges for each attendant (with barcodes) and check the presence of each attendant by reading the name badges with barcode scanners. The booking data (attendant and check-in-time) can be exported and used in Microsoft® Excel® or other applications.

### 3.2 Supported Operating Systems

- Windows XP SP3
- Windows Vista
- Windows 7
- Windows 8.\*
- Windows 10
- Windows Server 2003
- Windows Server 2008 and 2008 R2
- Windows Server 2012 and 2012 R2

Runs on 32 bit and 64 bit operating systems.

### 3.3 Restrictions of the Demo Version

- ▶ In the demo version attendants are sometimes not booked.
- ▶ In order to get a license key for the full version (without demo restrictions), please order **BlueBooking** online on <http://www.tec-it.com/order/Default.aspx>.

### 3.4 Installation

#### 3.4.1 Via Installation Program

This is the preferred method of installing **BlueBooking** on Microsoft Windows operating systems. Start the installation by double-clicking the .msi file and follow the instructions of the installation assistant. **BlueBooking** is usually installed to the following directory:

Directory	Description
C:\Programme\TEC-IT\BlueBook1	binary data, documentation
C:\ProgramData\TEC-IT\BlueBook\1.5	templates, configuration file, participant information, ...

For installation, you need the so-called Installer for Microsoft Windows. If necessary, this software can be downloaded and installed from the following source:

<http://www.microsoft.com/downloads/details.aspx?FamilyID=889482fc-5f56-4a38-b838-de776fd4138c&displaylang=en>

### 3.4.2 Via ZIP File

Follow these steps:

1. Create an empty directory.  
It is important that you have the necessary writing permissions for this directory.
2. Copy and unzip the ZIP file into this directory.

## 4 Starting the Program

### 4.1 The Overview Window

After starting **BlueBooking**, the overview window will appear:



Figure 1: Overview Window

This window gives an overview of booked participants and it shows the number of connected scanners. Furthermore, it provides a menu ①.

- ① **Event Data**  
Here you see some general information about the event. This data can be edited in the member list (see chapter 5).
- ② **Check-in counter**  
The following three values are shown:
  - **Green:** *members who have already been checked-in*
  - **Red:** *members who have not been checked-in yet* and
  - **Dark grey:** *total number of members*If no member information has been imported, the member list is empty and the numbers will all show 0.
- ③ **Additional information: Number of invalid scans**  
(e.g., because of reading unknown barcodes or due to double bookings).
- ④ **Additional information: Number of configured respectively connected barcode scanners**  
(see chapter 6.2).

### 4.2 Schematic Workflow

When using **BlueBooking**, you can distinguish three phases:

1. In the preparation phase you configure the reading devices, import participant information and (optionally) print badges.  
More information can be found in chapters 5 and 6.

2. In the booking phase the participants will be checked in. **BlueBooking** registers the boarding time with a time stamp.  
The current booking data can be displayed in the list view.  
See chapter 7 for more information.
3. In the evaluation phase, booking protocols can be exported. This can be used for further evaluation.  
See chapter 8 for more information.

▶ You can contact us if you face any problems configuring the application. We would be happy to support you.  
If needed, TEC-IT also delivers the application preconfigured.

### 4.3 Automated Connection

Right after starting the program, **BlueBooking** tries to establish a connection with the reading devices or smartphones. If no reading devices are configured, you can configure them at any time (see chapter 6).

If no participant data is available, the software will ask you to import this data. Instructions on how to import participant data is described in chapter 5.

### 4.4 Data Storage

**BlueBooking** automatically stores the configuration and application data.

On every change, the most recent data is saved automatically. This is the event title, the participant list, the check-in counter and the reading devices (including their settings). When starting the program for the next time the state of the last session is restored.

Please note that you can adjust a time interval for saving the participant list in the configuration file. This interval guarantees a minimum delay between two save operations. It helps to improve the performance for large member lists and high booking frequencies.



## 5 Member List

### 5.1 Import Member List

**Important:**

- ▶ Before importing a new list of members, make sure you have exported the booking information of the previous event.  
The current booking data is irretrievably overwritten on importing new data.

To import a member list, go to the menu and choose *File ▶ Import Members...* Then, select the import file and click *OK*. After successfully importing the file, the counters and the list view in **BlueBooking** are updated accordingly.

### 5.2 View Member List

The tab “*Members*” shows the loaded member list with the respective booking data. Additional functions allow you to edit single list items (Add, Edit, Check-in ...).

In the header you specify characteristics for the event, and you select the booking mode.

The screenshot shows the BlueBooking application window with the 'Members' tab selected. The header contains several input fields and a dropdown menu, each with a numbered callout:

- 1: [Veranstaltungstitel] (Event title)
- 2: [Datum/Zeit] (Date/Time)
- 3: [Ort] (Location)
- 4: Check-In only (Booking mode)

Below the header is a table of member list items:

First Name	Last Name	Company	ID	Department	Check-In	Check-In Scanner	Check-Out	Check-Out Scanner
Harald	Backoffice	TEC-IT	support@tec-it.com	IT	--	--	--	--
Susan	Frontdesk	TEC-IT	sales@tec-it.com	Sales	22.09.2017 09:16	tcp01	--	--
Sven	Visitor	TEC-IT	webmaster@tec-it.com	IT	22.09.2017 09:16	Manuell	--	--
Steven	Bates	Example Corp	stevenbates@example.com	Management	--	--	--	--
Frank	Ångström	Example Corp	frankangstrom@example.com	Management	--	--	--	--

At the bottom of the window is a control bar with a filter input field (5) and buttons for New (6), Edit (7), Check-in (7), Cancel (7), and Name Badge (8).

Figure 2: Member List

- 1 Event data  
Enter information about your event here. This data is only for your own information (see also Figure 1, 1)
- 2 Check-in counter  
The following three values are shown:
  - Green: **members who have already been checked-in**
  - Red: **members who have not been checked-in yet** and
  - Dark grey: **total number of members**
- 3 Member list  
The members are shown in different colors depending on their check-in statuses. In the beginning, all members are shown in red. After a successfully check-in, the corresponding line is updated to green. After checking out, the color changes to dark red.

- 4 Booking behavior  
This setting specifies which bookings are recorded for each member:
  - Check-In only
  - Single Check-In/ Check-Out
  - Multiple Check-In/ Check-Out  
(Tip: Previous durations of attendance can be seen in the detail mask of the member.)
- 5 Filter  
You can search the member list for a specific text. All lines that contain the searched text are shown.
- 6 Edit member data
  - New  
With this function you can add new members (e.g. to collect data of walk-ins).
  - Edit  
With this function you can change existing member data. You can quickly access this function by double-clicking the respective entry or by pressing the function key F2.
- 7 Edit check-in status
  - Check-in / check-out  
With this function you can manually check the selected member in or out. You can quickly access this function by pressing the function key F10.
  - Cancel  
This function cancels the previous booking for the selected member. You can access this function by pressing the function key F11.
- 8 Name Badge  
Allows you to reprint name badges for the selected member. Just like the function "Print all name badges" (see section 5.5), this function is only available if you have installed the commercial software **TFORMer Designer**.

### 5.3 Structure of Member Files

**BlueBooking** imports member data from a text file. When you create a file, please make sure to include the following columns:

- *ID*,
- *First Name*,
- *Last Name*, and
- *Company*

The column *ID* is used to identify the members and has to be encoded in the member's barcode or on the NFC/RFID badge. This column **cannot be empty** and has to contain a **unique member-ID** (for example the member's e-mail address).

The columns *First Name*, *Last Name* and *Company* are used for the (optional) printing of name badges.

If the import file contains more columns in addition to the required ones, **BlueBooking** will display them unmodified in the member list.

### 5.4 Preparation of the Member File in Microsoft Excel

If you prepare a member file in Microsoft Excel, save the member list as Unicode Text (file extension .txt). The file might not be imported correctly or the name badges might not be printed correctly if it is saved under a different format.

## 5.5 QR-Code Badges

QR-Code badges for the imported members can be printed by clicking **File ► Print All Name Badges** in the menu.

Important:

- In order to use this function, **TFORMer Designer** (commercial software by TEC-IT) has to be installed.

Participant badges can also be created with any other suitable software. However, it is important that the value from the column ID is used as unique identification attribute.

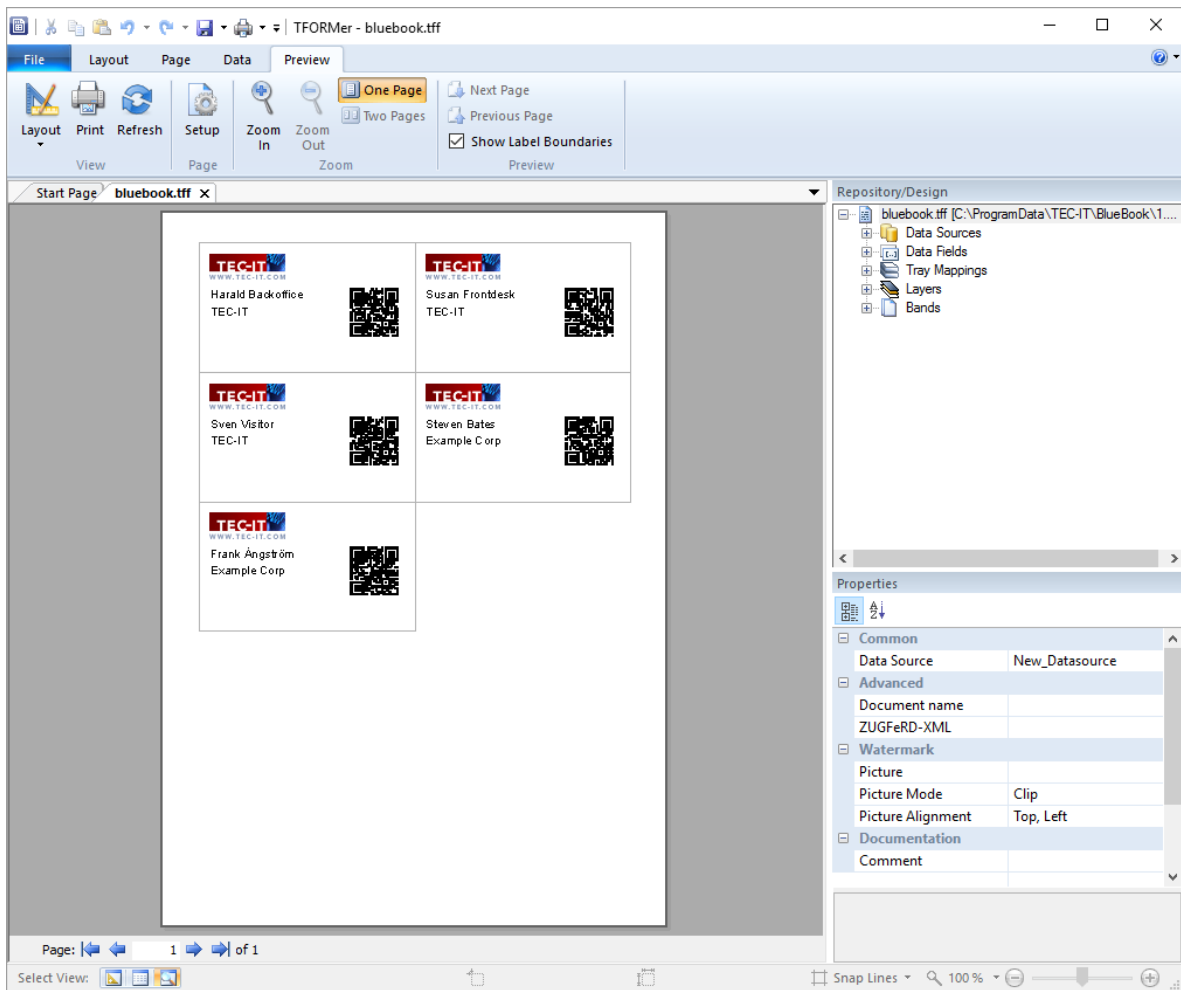


Figure 3: Printing Name Badges with TFORMer Designer

## 6 Configuration of Reading Devices

### 6.1 General

The application **BlueBooking** can be used with numerous stationary and mobile barcode scanners respectively NFC/RFID reading devices with different interfaces. It is also possible to use Android smartphones as reading devices.

### 6.2 Scanner List

The tab “*Scanners*” shows the configured scanners. Scanners can be added, edited or deleted.

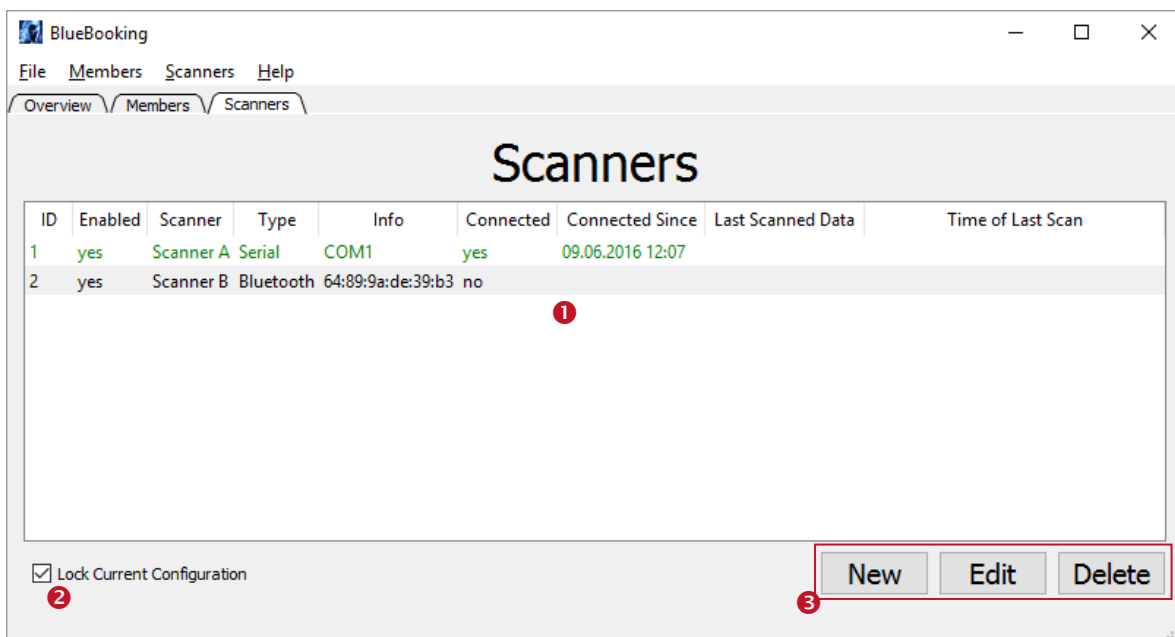


Figure 4: Scanner List

- ❶ Scanner list  
Shows all configured scanners. The connection statuses of the respective devices are shown in different colors:
  - Green: **connected**,
  - Red: **not connected**,
  - Dark red: **connection establishment** and
  - Grey: **inactive**.
- ❷ Lock or unlock the current configuration  
When adding/editing a new scanner all existing connections to the configured scanners are disconnected automatically. In order to avoid unintentional interruptions during the ongoing operation **BlueBooking** will lock the current configuration upon program start by default.
- ❸ Editing functions  
Use this function to add, edit or delete scanners.

### 6.3 Scanner Configuration

The following dialog window will appear when you try to *add* or *edit* scanners.

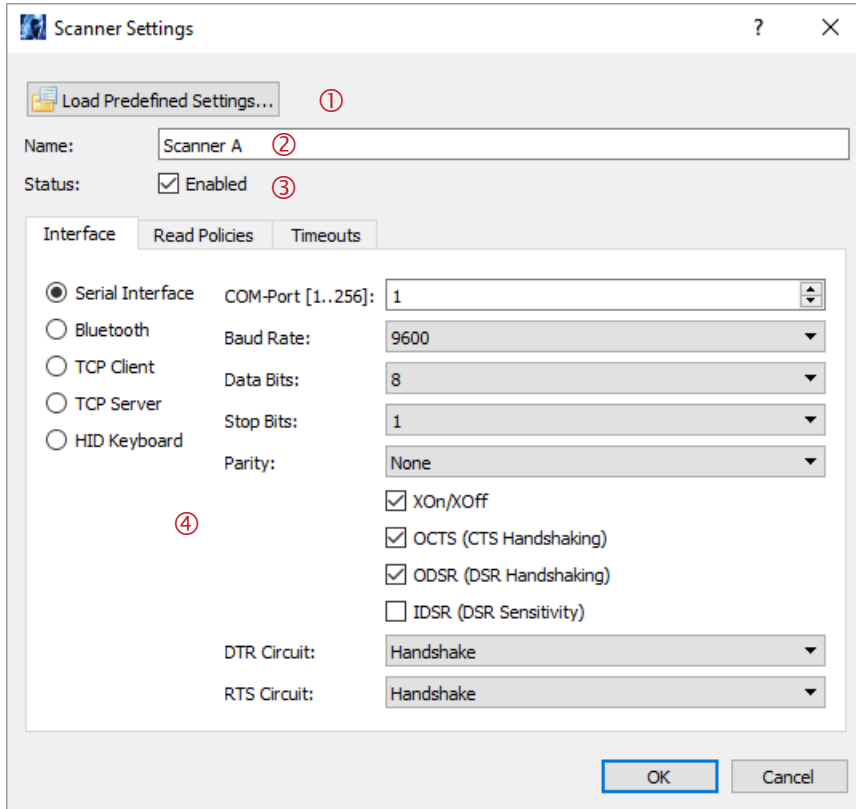


Figure 5: Scanner Configuration

- ① Load Predefined Settings  
Here you can load pre-defined scanner settings (see chapter 6.5).
- ② Name  
An arbitrary name. This name will be displayed in the scanner list.
- ③ Enable or disable device  
A connection can only be established if the scanner is enabled.
- ④ Connection settings  
The connection settings are divided into:
  - Interface (the interface type and its corresponding connection settings),
  - Read Policies (which data is considered a reading?) and
  - Timeouts (e.g. for establishing a connection).

## 6.4 Supported Interfaces

Please make sure that the scanners are configured correctly for the respective connection and that all necessary drivers are installed on your computer:

Physical Interface	Transmission Interface (Option in BlueBooking)	Comments
Serial (RS-232)	Serial Interface	Use the same connection parameters on your scanner and in <b>BlueBooking</b> (baud rate, data bits, stop bits, parity ...).
Bluetooth	Serial Interface	Before using a Bluetooth-Scanner in <b>BlueBooking</b> , it has to be paired with the respective computer (see Appendix C). Make sure, the "Serial Port Profile" (SPP) is activated on the scanner.  In <b>BlueBooking</b> the data can be received either via the "serial interface" or via "Bluetooth". We recommend using "Bluetooth" because connection parameters for the virtual COM interface (baud rate, data bits, stop bits, parity ...) are automatically matched.
	Bluetooth	

Networks (LAN, WLAN ...)	TCP Client	<b>BlueBooking</b> acts as TCP client. The scanner has to be configured as server. Assign a fixed IP address to the scanner (= the server).
	TCP Server	<b>BlueBooking acts</b> as TCP server. The scanner has to be configured as client. Assign a fixed IP address to the server.
USB	Serial Interface	Most of the USB scanners can be connected through a virtual COM Port (VCP). This operating mode has to be configured on the scanner once. On the PC, appropriate drivers are required.
	HID Keyboard	Many scanners can also be operated in a HID Keyboard mode. This means that the scanner registers in the operating system as a keyboard and the scanned data is simulated as appropriate key-strokes. This operating mode has to be configured on the scanner once. Be aware of setting the correct language when configuring the scanner (e.g., English keyboard layout).

## 6.5 Predefined Scanners

**BlueBooking** is delivered with templates for the following scanners:

- Android Wireless Barcode Scanner  
This app for Android decodes bar codes with the in-built smartphone camera and transfers the barcode to **BlueBooking** via Bluetooth.
- Baracoda D-Fly2
- Datalogic Magellan 1100i
- Koamtac KDC300
- Motorola Symbol CS3070

Please note that these templates may include settings that are not available in the configuration dialog (see Figure 5). For example, the file “settings KOAMTAC KDC300.xml” defines additional control commands, which are used to transfer responses to the scanner (display, texts, scanner beep).

## 7 Check-In

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### 7.1 Automatic Start

**BlueBooking** tries to establish a connection with the configured (and active) scanners right after starting the program. As soon as the connection is established, the members can be booked.

- ▶ If there were connection problems, you can identify the device in question via the scanner list (see chapter 6.2). Appendix A might help you to find possible problems.

### 7.2 Booking Members

To book a member, the barcode (or the NFC/RFID tag that is assigned to the member) must be read with a scanner or a smartphone. If a member has been booked successfully, the overview list displays the entry in green color and the member counters are updated accordingly.

Every booking is saved immediately. **BlueBooking** can be closed or re-started anytime without losing any data.

### 7.3 Display on the Scanner

If your device supports this function, a feedback can be shown on the display of your scanner or smartphone. The **BlueBooking** configuration might have to be adjusted manually (see Appendix D).

Example: In the default setting for KOAMTAC KDC300, a welcome text is shown on the display after successfully establishing the connection. When reading a barcode, you will hear an acoustic signal and one of the following texts is displayed:

- **Check-In OK:** The member was successfully checked-in.
- **Unknown:** The member is unknown. Try to scan the bar code once again to make sure this message did not come up because of a reading problem.
- **Already booked:** The member has already been booked for this event.

If the connection is interrupted (e.g., the scanner is not within reach of the Bluetooth signal of approximately 10 meters), **BlueBooking** tries to re-establish the connection on its own.

- ▶ If the connection was interrupted, NO confirmation of the booking will be shown on the scanner! Press the scan button on the scanner and wait until **BlueBooking** has re-established the connection.

## 8 Evaluation

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### 8.1 Export Booking Data

A further evaluation of the check-in data is possible, for instance, in Microsoft Excel. Go to the menu and choose *File ► Export Members...* to export the data as CSV-file. The created CSV file corresponds to the originally imported member file, including additional columns for the acquired booking information (time, scanner name).

Members who took part in the event are marked with a time stamp (check-in time). If there is no time stamp available, the member did not get booked (no-show).



## 9 Licensing

### 9.1 License Types

Please check out <http://www.tec-it.com/order/Default.aspx> for available license types and pricing.

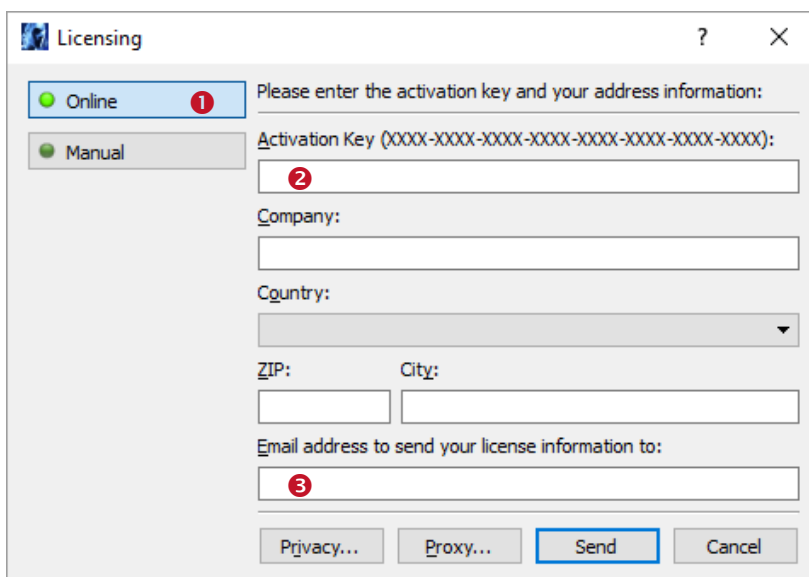
### 9.2 Entering your License Data

To enter your license data, select *Help ► License...* from the menu. The dialog below will appear. **BlueBooking** provides two methods for entering the license data:

- Online activation using the Activation Key (see section 9.2.1). This is the default method. Internet access is required.
- Manual licensing (see section 9.2.2). Please get in touch with us if your system has no internet access or if you prefer to use the manual activation for any other reason. We will be glad to send you the license data, which is suitable for manual licensing.

#### 9.2.1 Online Activation using the Activation Key

If you received an *activation key* from TEC-IT, please use the online activation ❶.



The screenshot shows a dialog box titled "Licensing" with a close button (X) and a help button (?). On the left, there are two radio buttons: "Online" (selected, marked with a red ❶) and "Manual". The "Online" section contains the following fields and controls:

- A text prompt: "Please enter the activation key and your address information:"
- An "Activation Key" field (marked with a red ❷) with a placeholder: "(XXXX-XXXX-XXXX-XXXX-XXXX-XXXX-XXXX-XXXX)".
- A "Company:" text field.
- A "Country:" dropdown menu.
- Two text fields for "ZIP:" and "City:".
- An "Email address to send your license information to:" field (marked with a red ❸).
- Four buttons at the bottom: "Privacy...", "Proxy...", "Send" (highlighted in blue), and "Cancel".

Figure 6: License Dialog - Online Activation

The following steps are required to license the product:

1. In field ❷ enter the activation key.
2. In field ❸ enter your email address. A license certificate will be sent to this address automatically.
3. Complete all remaining data (Company, Country, ZIP Code, City). For a successful activation, all fields are required.
4. Confirm your input by clicking *Send*.

A message will inform you about the successful activation. In case of problems or errors, please contact TEC-IT.

## 9.2.2 Manual Licensing

Manual licensing is the alternative method for licensing if your system has no internet connection. Select manual licensing **4** and enter the license data as provided by TEC-IT.

- ▶ **Please enter the license data exactly as you received it from TEC-IT!**  
Spacing and upper/lower case letters are to be considered. To avoid typographical errors, please insert the data using “copy and paste” from the email containing your license data whenever possible.
- ▶ **Single licenses**  
If you purchased a single (workstation) license, you need to provide the so-called “*System ID*” (or *hostname* on LINUX and MAC) of the target computer. You can find the *System ID* (or *hostname*) in the licensing dialog (see below).

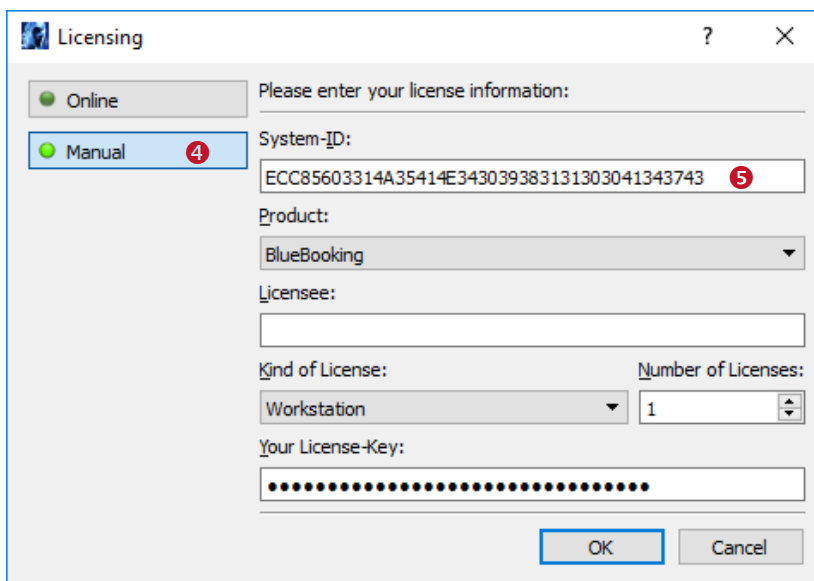


Figure 7: License Dialog - Manual Licensing

The following steps are required to license the product:

1. On the top of the dialog you find the System ID<sup>1</sup> **5** of your computer.  
For single licenses, we will ask you to send us the System ID of the target machine.
2. In the the field “*Product*” select “BlueBooking”.
3. In the field “*Licensee*” enter the name of the license holder.
4. In the field “*Kind of License*” select the kind of license that you have purchased. Possible license types are:
  - Single
  - Site
  - Enterprise
5. In the field “*Number of Licenses*” enter the number of licenses that you have purchased.
6. In the field “*Your License-Key*” enter the license key exactly as received from TEC-IT.
7. Confirm the dialog with **OK**.

A message will inform you about the successful activation. In case of problems or errors, please contact TEC-IT.

<sup>1</sup> On UNIX, Linux or Mac OS X the hostname of the system is used as System ID (relevant only for Single licenses)

### 9.3 Temporary Test Licenses

For a restricted period of 10 days, you have the possibility to gain a temporary, but otherwise unrestricted test license. You can request this temporary test license only once.

When opening **BlueBooking** you see a dialog, which allows you to request a test license online.

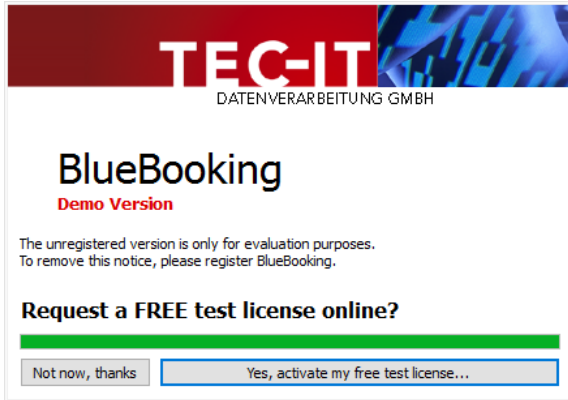


Figure 8: Request a Test License

Click the button *Yes, activate my free test license....* The license data is transmitted automatically. In case of an error, please contact TEC-IT.



Figure 9: Demo Version Unlocked

If your test license has been successfully activated, you are informed about the remaining test period with every application start.

## 10 Contact and Support Information

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### TEC-IT Datenverarbeitung GmbH

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Email: <mailto:support@tec-it.com>  
Web: <http://www.tec-it.com>

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## Appendix A: Troubleshooting

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### A.1 Connection to Scanner Cannot Be Established

If **BlueBooking** does not automatically connect to all scanners after the software was started, please check the following:

- The scanners must be turned on **and** active (= not in stand-by).  
Press the scan-button on the scanner to activate it.
- The scanners must be configured correctly.  
(e.g., special connection settings for Bluetooth scanners – see Appendix E)
- Bluetooth scanners must be set up correctly on your computer.  
(**Pairing** necessary – see Appendix C)
- For TCP connections make sure to set up your firewall accordingly.
- Mobile scanners (Bluetooth, WLAN) have to be within reach of your computer (maximum distance of 10 meters for Bluetooth!).
- Mobile scanners (Bluetooth, WLAN) must be sufficiently charged.



## Appendix B: Command Line Parameters

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### B.1 Debug Mode

For testing purposes, **BlueBooking** can be started in debug-mode by entering the command line parameter *debug*. A log-file will be created in the configuration directory. This file can be consulted for identifying problems.

### B.2 Beep on Error

By entering the command line parameter *beeponerror* the PC will play an audio signal for invalid scans.

## Appendix C: Bluetooth Pairing

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### C.1 General

In order to use a Bluetooth device with **BlueBooking**, it has to be paired with your computer beforehand.

Turn on the pairing mode of your scanner (for instance, on the KOAMTAC KDC300 push both the up and down button and activate pairing in the menu *BT Service*). Afterwards, add a new Bluetooth device in Microsoft Windows. The exact steps for this depend on your Windows-Version and the Bluetooth stack. Example screenshots for Windows 7 are shown below:

### C.2 Add A Device

Search active Bluetooth devices on your computer. All found devices are shown in a list (see below). Please make sure that the scanner is in pairing mode.

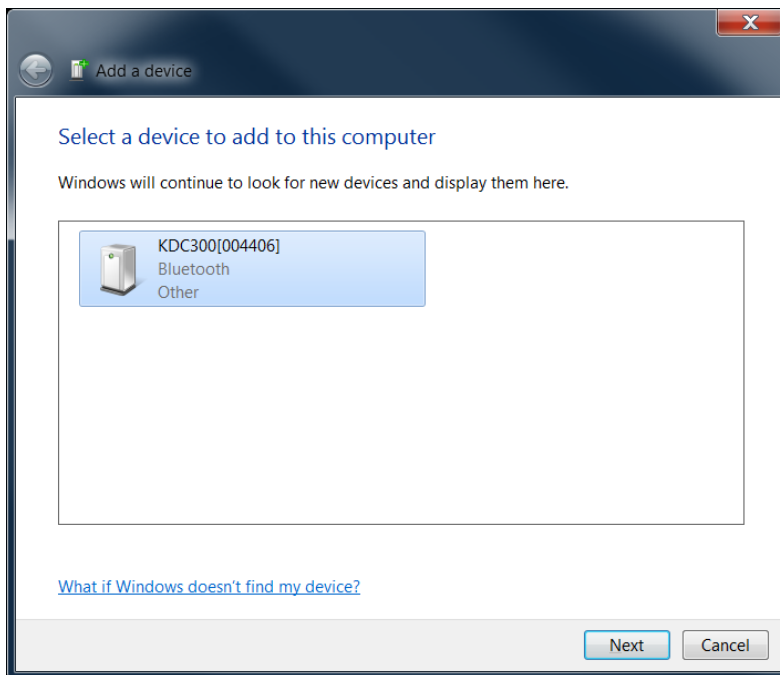


Figure 10: Add New Bluetooth Device

### C.3 Pairing Option

The next step is to choose the pairing option.

For the KOAMTAC KDC300 choose, for instance, pairing without PIN (without security code). The scanner has to be configured for mode SPP 2.0 (see Appendix E).

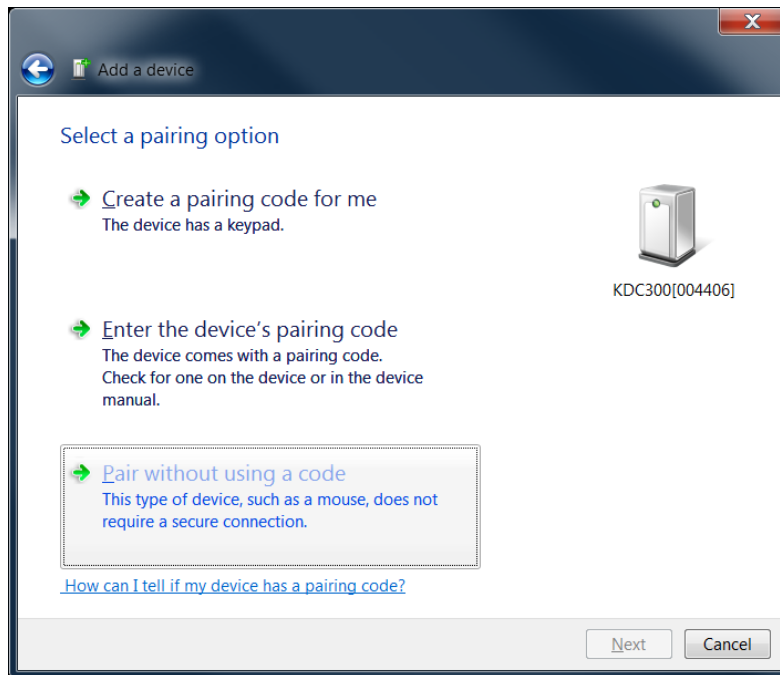


Figure 11: Pairing with a Bluetooth Device

## C.4 Pairing Successful

Microsoft Windows will let you know if pairing was successful and will then install the necessary drivers automatically.

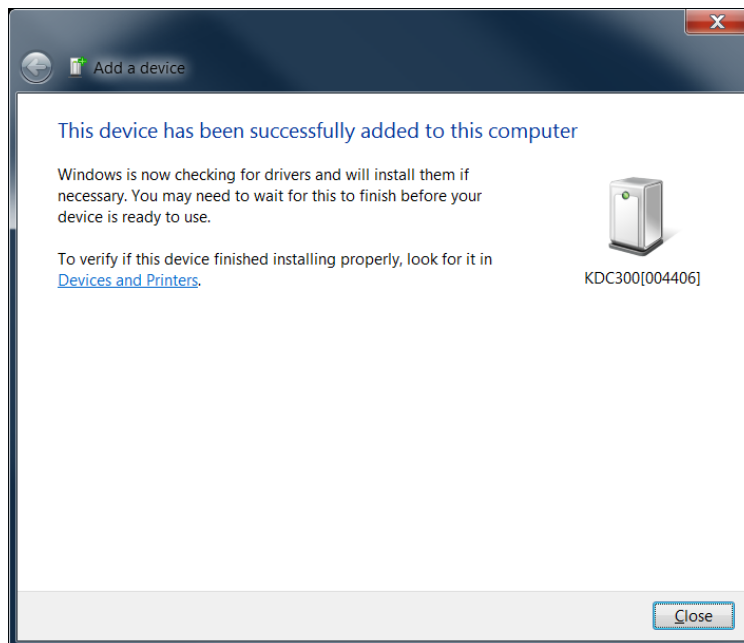


Figure 12: Successful Pairing with a New Bluetooth Device

## C.5 Checking the Scanner Installation

By right clicking the Bluetooth scanner, the properties will appear and you can check if your scanner has been installed correctly. If you switch to the tab "Services", a serial port must be shown for the scanner.



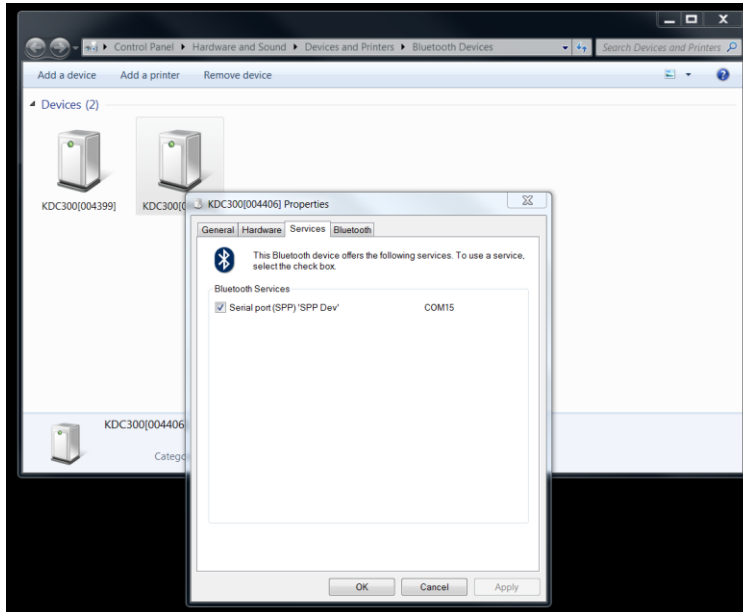


Figure 13: Check Pairing with Bluetooth Device (Bluetooth SPP)

- ▶ If there are any problems, make sure that the system software of the manufacturer is NOT installed. It is possible that the system software blocks the usage of the scanner through Bluetooth SPP.

## Appendix D: Configuration

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### D.1 Configuration File Config.xml

The **BlueBooking** configuration is stored in the file **config.xml**. This file contains the following settings:

- Barcode-Scanners  
A list of all scanners and their settings (e.g., connection settings or, if supported, the feedback which should be shown on the scanner display).
- Description of the Member-Data  
Specifies, for instance, the format of the import file.

For a thorough description of the configuration file including all standard values, please refer to the file **config\_description.xml**. This file can be found in the Windows start menu folder for **BlueBooking** under *Documentation* ► *Technical Documentation*.

Important! Please note:

- ▶ Manual changes of the configuration file can affect the functioning of **BlueBooking**. Therefore, changes should only be carried out by trained staff.
- ▶ Changes to the file config.xml must always be made before starting the application.
- ▶ Manual changes to the configuration file are only necessary if you want to change definitions for the import file or if you want to edit control commands for the scanner (display texts, scanner beep).
- ▶ The basic scanner settings can and should be configured via the according dialogs inside the application.

### D.2 Scanner

All scanner settings can and should be changed directly in the application (see chapter 6).

Editing the XML file manually is only necessary if you want to define special control commands for a scanner (like the feedback for successful/unsuccessful scans or for multiple bookings). Such commands cannot be edited on the dialog and manual changes to the configuration file will have to be made.

### D.3 Import File

The configuration file defines the column names and separators for the import file.

The following settings are essential:

- The name of the column that contains the unique member *ID*.  
(Attribute *colBarcodeId*; the default setting is *ID*)
- The name of the column that stores the *check-in-time* of the member.  
(Attribute *colCheckIn*; the default setting is *Check-In*)
- The name of the column that stores the *scanner*, with which the booking was acquired.  
(Attribute *colCheckInScanner*; the default setting is *Check-In Scanner*)
- The *field separator* that is used in the import file.  
(Attribute *fieldSeparator*; the default setting is *lt* (tab))

For the import file, please consider the following:

- ▶ The import file must be a text file with *character-separated values* (\*.csv, \*.tsv ...). The data rows have to be separated by line breaks. The columns must be separated by the pre-configured field separator. The first row must contain the *column names*.
- ▶ The column with the barcode IDs is mandatory. The columns for check-in time and scanner are optional and will be added automatically where required. The names of these columns must match the configuration file.



## Appendix E: KOAMTAC KDC300 Configuration

### E.1 Example Configuration

Below you will find an example configuration and the necessary settings for the 2D Bluetooth barcode scanner KOAMTAC KDC300, representative for other Bluetooth scanners. The Bluetooth configuration has to correspond to the values stated below (especially SPP 2.0, AutoPowerOn, WedgeOnly). The barcode configuration (accepted barcode types) can be adapted to individual requirements:

<b>KDC-Mode</b>	.....	<b>Normal</b>
View Data	.....	Standard values
Set Barcodes	.....	Standard values
Code Options	.....	Standard values
Scan Options	.....	Standard values
Data Process		
<b>Wedge/Store</b>	.....	<b>Wedge Only (*)</b>
<b>Data Format</b>	.....	Barcode Only
Data Editor	.....	Standard values
Handshake	.....	<b>Disabled</b>
Terminator	.....	<b>CR+LF (see config.xml)</b>
Chk. Duplicate	.....	Disabled
BT Config		
ConnectDevice	.....	<b>SPP 2.0</b>
Auto Connect	.....	Disabled
Auto Power On	.....	<b>Enabled (*)</b>
PWR On Time	.....	Disabled
Auto Power Off	.....	Enabled
Beep Warning	.....	Enabled
PWR Off Time	.....	5 minute(s)
PowerOff Msg	.....	<b>Enabled (*)</b>
Wakeup Nulls	.....	Disabled
MAC Address	.....	Standard values
FW Version	.....	Standard values
Wakeup Nulls	.....	Disabled
BT Toggle	.....	<b>Disabled (*)</b>
All HID Settings	.....	Standard values
BT Service		
Power	.....	Enabled
Pairing	.....	see Appendix C
All other settings are not relevant		or standard values
System Config		
Beep Volume	.....	<b>Low (*)</b>
Brightness	.....	<b>4 (*)</b>
All other settings are not relevant		or standard values
(*) ... These settings have to be edited manually during the configuring of the scanner. All other settings comply with the factory settings.		

## Appendix F: Additional Information about Device Interfaces

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### F.1 HID Keyboard

The device interface “HID keyboard” is intended for barcode scanners, which are operating in the HID keyboard mode (which means they provide the data as keystrokes just like a keyboard).

**Please note:**

When using this connection type you may experience problems in conjunction with the keys Shift, Ctrl, Alt and Win. This is due to the nature of the internal implementation and may probably not be fixed. Nevertheless, we would ask you to contact us with the details if you are facing problems.

Key combinations such as Ctrl+Alt+Del, Alt+Tab and Alt+Esc will always remain fully functional (also if the option “Block Keystrokes” is enabled).

The following problems are known:

#### F.1.1 Mark Text Passages in Microsoft Word

If you want to mark a text passage in Microsoft Word by pressing *Shift+Left/Right* you will notice a delay for the *Shift* key (e.g., the first character is not included in the selection).

Solution:

- There is no known solution for this problem.

#### F.1.2 Block Keyboard Input

If the keyboard is selected as capturing device and “Suppress keystrokes” is enabled, you will block all input from that keyboard. Only a few specific Windows keyboard shortcuts remain functional (such as Ctrl+Alt+Del, Alt+Tab and Alt+Esc). The operating system ensures the operation of these shortcuts.

Known issues for blocked keyboards:

##### F.1.2.1 Application Switcher (Alt+Tab)

The application switcher will not close when releasing the Alt+Tab key combination.

Solution:

- Try to press the Alt key again or use the mouse to click on the window to which you would like to switch.

#### F.1.3 Windows 10 Touch Keyboard

The Windows 10 Touch Keyboard (TabTip.exe) does not send Shift+Key combinations correctly (e.g., ‘a’ instead of ‘A’).

Solution:

- Use the “On-Screen Keyboard” instead.

## F.1.4 Remote Desktop

The option “Block Keystrokes” does not work inside a Remote Desktop window. Besides that, **BlueBooking** does not capture any input if the remote Remote Desktop has the focus.

Solution:

- Open the Remote Desktop Connection options, switch to the tab “Local Resources” and change the keyboard setting “Apply Windows key combinations” to “On this computer” (see Figure 14, ①).
- When using the default setting “Only when using the full screen” the data capturing works in windowed mode only (not in full-screen).

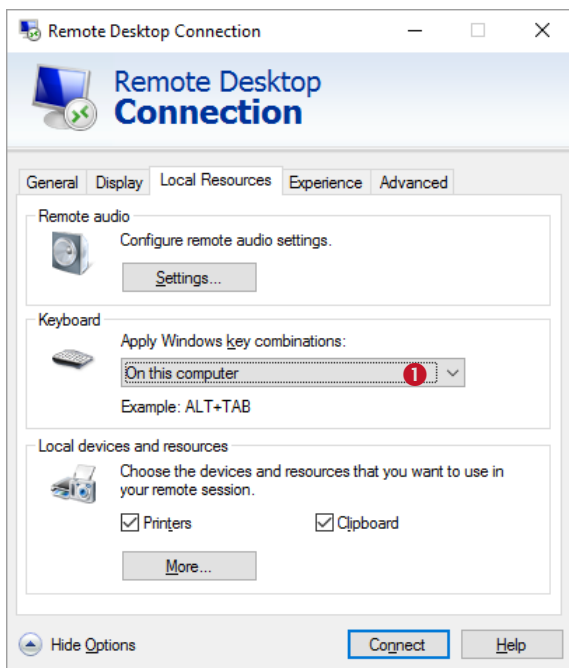


Figure 14: Remote Desktop Settings for Keyboard Scanners