TFORMer QuickPrint
Instant Form and Label Printing

Version 8.0

User Manual

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WWW.TEC-IT.COM

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3   Introduction

3.1   What is TFORMer QuickPrint?

TFORMer QuickPrint is a tool for quickly printing labels, reports and forms. The tool **QuickPrint** allows you to load existing layouts, fill them with data and print them on any of the available printers. Besides that it is possible to print into files[1].

3.2   How to run TFORMer QuickPrint?

In order to start **TFORMer QuickPrint** use the Windows® Start Menu:

Start ►TEC-IT TFORMer 8 ► TFORMer QuickPrint 8

3.3   System Requirements

► Windows 7 SP 1 or higher.
► Mac OS X on request.
► Runs on 32 bit and 64 bit operating systems.

3.4   About this Document

The user manual covers the following topics:

- User interface – see chapter 4.
- Printing – see chapter 5.
- Program Settings – see chapters 6 and 7.
- Using different Configurations – see chapter 8.
- Serial Numbers– see chapter 9.

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[1] Currently you can only select PDF output. All other file formats that are supported by the TFORMer print engine (like PostScript, ZPL, various image file formats) are available on request.

4 User Interface

4.1 Main Window
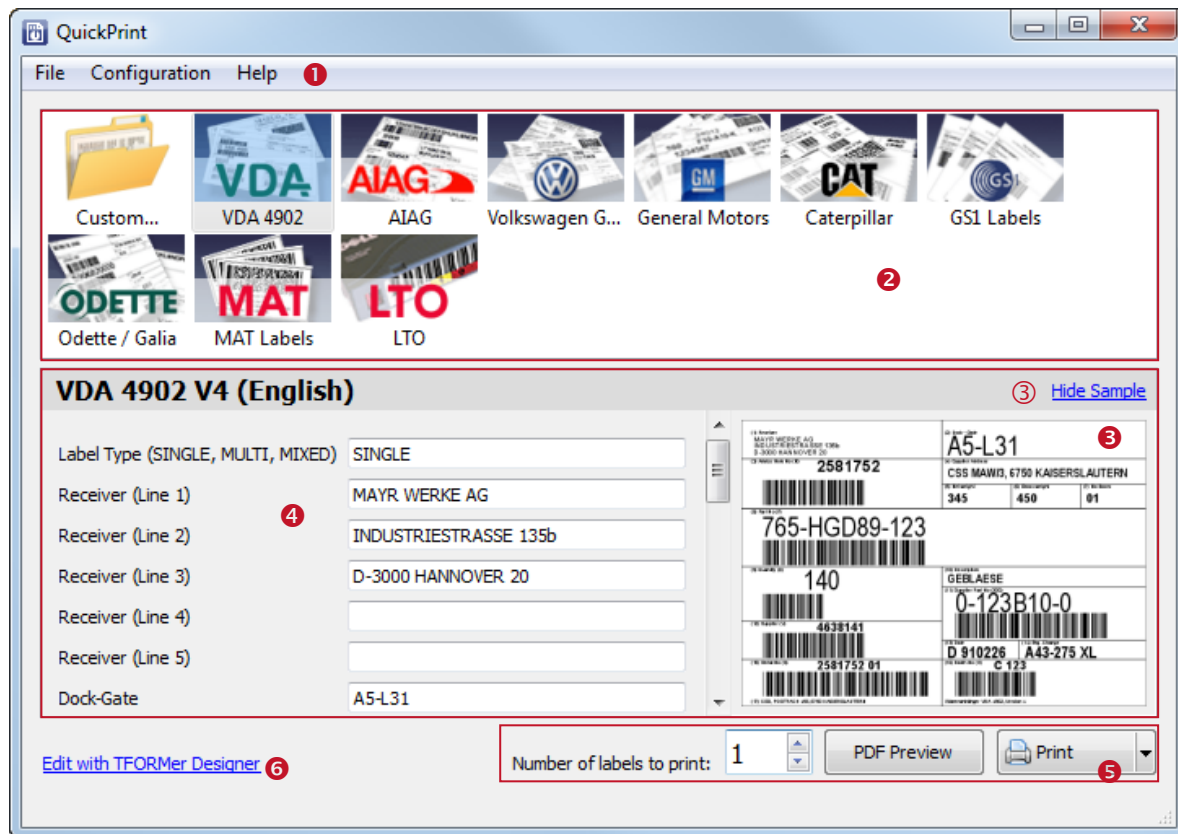
Figure 1: Main Window

The user interface is divided into the following areas:

❶ Menu – see section 4.2.
❷ Layout Selection – see section 4.3.
❸ Sample Window – see section 4.4.
❹ Input Area – see section 4.5.
❺ Buttons for Printing and Preview – see section 4.6.
❻ Shortcut: Edit with TFORMer Designer – see section 4.7.

4.2 Menu

4.2.1 File

Open Layout…	Opens a custom **TFORMer** layout. Alternatively you can also use the layout selection area ❷ and choose *Custom ►* *Open Layout…* (see also section 4.3). Shortcut: *Ctrl+O*
Print	Prints the current layout. Shortcut: *Ctrl+P*
PDF Preview	Generates a PDF Preview and opens it with the default PDF viewer.
Exit	Exits **TFORMer QuickPrint**. Shortcut: *Ctrl+Q*

4.2.2 Configuration

General Settings…	Opens the general settings dialog (see also chapter 7).
Printer Settings…	Opens the printer settings dialog (see also chapter 6).

4.2.3 Help

TFORMer QuickPrint Help	Displays the **TFORMer QuickPrint** User Manual. Shortcut: *F1*
TEC-IT Web Site	Opens the page www.tec-it.com in the default web browser.
About TFORMer QuickPrint…	Displays information about **TFORMer QuickPrint** and the program version.

4.3 Layout Selection
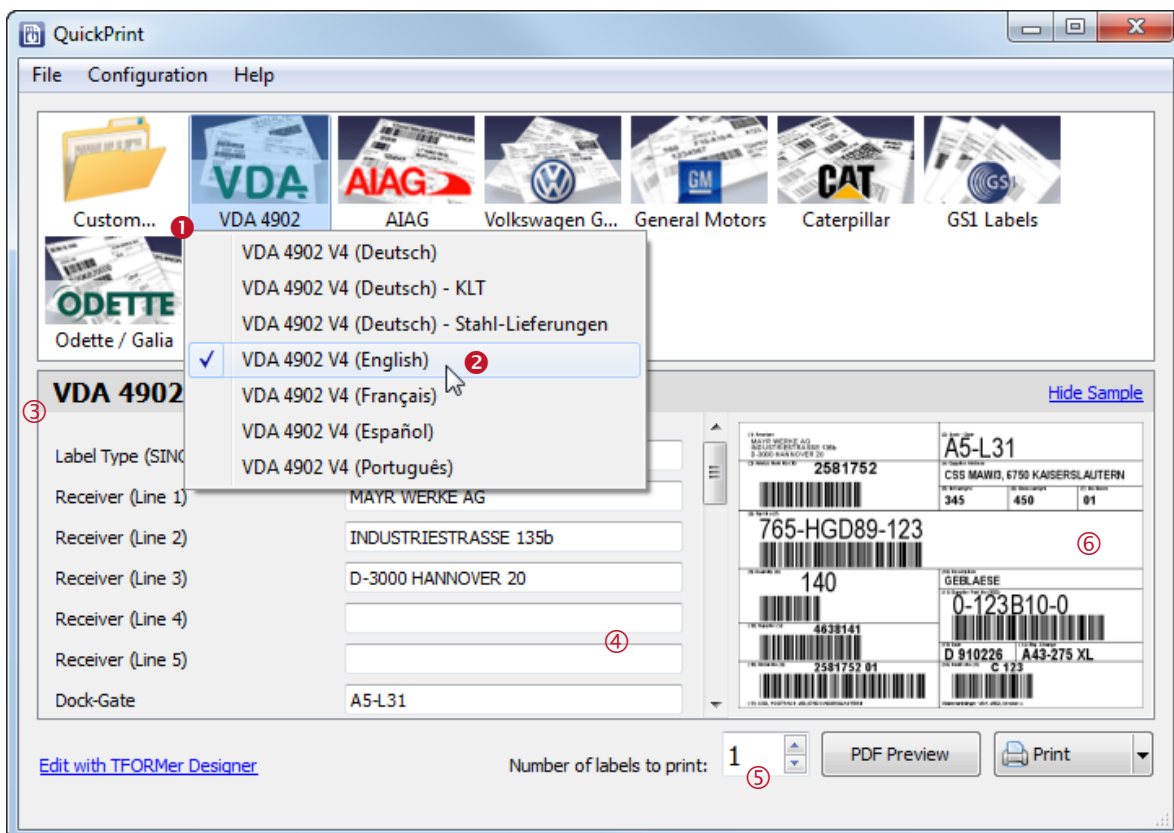
Figure 2: Layout Selection

Layouts are organized in groups.

To select a layout first choose the desired group by clicking on one of the icons in ❶, then choose the layout from the drop-down menu ❷. (If a group contains only one layout the drop-down menu will be skipped.)

Please note that the "Custom" icon allows you to open a custom layout from file. All opened layouts will be added to the drop-down menu for quick selection. On Program exit the most recent 10 items are stored.

Whenever the layout is changed the following areas are updated:

- The information bar ③ shows the name of the selected layout.
- The input area ④ shows the input fields for the layout – see also section 4.5.

- The spin control ⑤ shows the number of labels to print. This value is stored for each individual layout! – See also section 4.6.
- The area ⑥ shows a small sample of the current layout – see also section 4.4.

For information on how to configure the layout selection (the layout groups and the group items) please refer to chapter 8 and to Appendix B.

4.4   Sample Window

The sample window shows a small image of the selected layout (created with default data):

Figure 3: Sample Window

You can hide/show the sample window by clicking the link ❶ or by enabling/disabling the option *Sample* on the general settings dialog (see chapter 7).

4.5   Input Area

The input area allows you to edit the data which is printed on the label. It lists all editable data fields for the selected layout (in this case for the label "VDA 4902 V4 (English)"). Unused data fields (= data fields which are not used in the design) are hidden by default. However, they can be revealed if required (see section 7.2.3).

Figure 4: Input Area

Please note:
- ► When selecting a layout for the first time the input area will be filled with default values (as specified in the data field definitions in **TFORMer Designer**).
- ► **QuickPrint** stores the entered data automatically. When opening the same layout for the next time the most recently used input data is available.
- ► Some data fields may have input validation. In this case they accept only specific values. If the input validation fails the layout cannot be printed.
- ► When hovering with the mouse over an input field a tooltip will show the data field comment from **TFORMer Designer** (if available). – Please, see below:
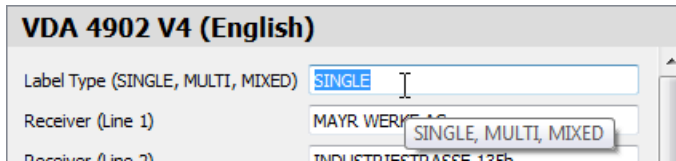
Figure 5: Input Area Tooltip Information

4.6 Buttons for Printing and Preview

The following controls are used for printing respectively for the PDF preview:

Figure 6: Buttons for Printing and Preview

In ❶ adjust the number of labels that you want to print. Alternatively you can adjust this value on the print dialog (for details, please refer to section 5.2.2).

Please note:
- ► The number of label copies is stored for each individual layout!

Button ❷ generates a PDF preview and opens it in the standard PDF viewer. Other than the small sample image (see 4.4) this preview will use the label data from the input area (see 4.5).

Button ❸ starts printing. Alternatively you can also use the keyboard shortcut *Ctrl+P*. or select *File ► Print* from the menu.

Please note:
- ► By default a confirmation dialog is opened before printing. On this dialog you can select the printer and adjust some additional settings.
- ► You can also instruct the program to skip the print dialog. In this case there is no more confirmation before the job is sent to the printer.
  You will find the appropriate adjustment in section 6.2.2, setting *Print Dialog*.
  Alternatively you can also select "Do not show this dialog again" if the dialog is currently opened (see Figure 8, ❺).
- ► For details on the print dialog, please refer to chapter 5.

HINT: The small triangle ▾ on the right side of the print button will bring up an additional menu:
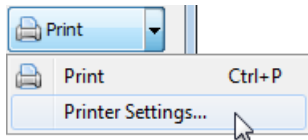
Figure 7: Print Button Menu

4.7   Shortcut: Edit with TFORMer Designer

If you click on the link Edit with TFORMer Designer the current layout will be opened in **TFORMer Designer** (provided that you have the designer installed on your system). Thus you can inspect or even change the layout during the design phase.

Please note, that you can also disable this link if required. You will find the appropriate adjustment in section 7.2.3.

5 Print Dialog

5.1 Introduction

To open the print dialog click on the *Print* button, press *Ctrl+P* or select *File ► Print* from the menu. The following dialog will appear:
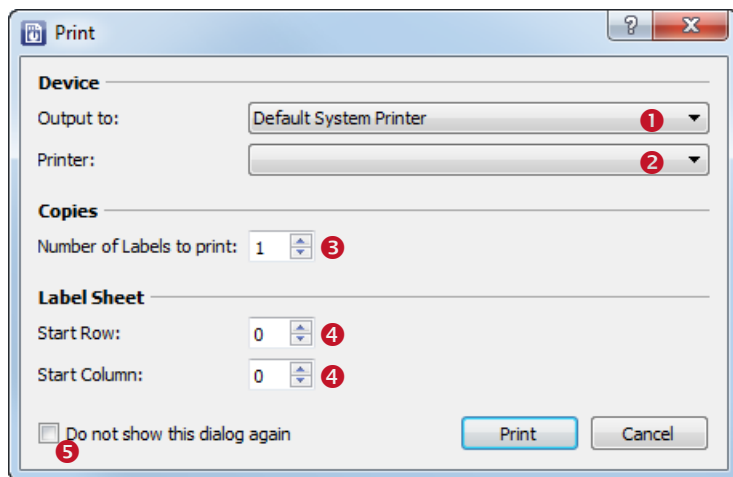

Figure 8: Print Dialog

> Please note:
> ► If the print dialog does not appear, please check the appropriate setting in the printer settings dialog (see section 6.2.2).

5.2 Output Parameters

In the print dialog you can specify the output parameters as discussed below. When finished click *Print* in order to send the job to the printer (or to create the output file).

5.2.1 Device

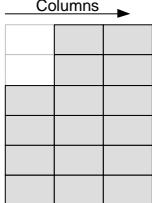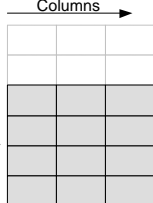| ❶	Output to	Choose one of the following output types:
		▪ Default System Printer (Output to the default printer[2].)
		▪ Printer (Output to the selected printer[2].)
		▪ PostScript (Force PostScript Output[3].)
		▪ Zebra (Force ZPL Output[3].)
		▪ PDF (Output into a PDF file[3].)
❷	Printer	For the "Default System Printer" and for "PDF" output this selection is locked.
		For all other output types select the target device from a list of printers which are available on your operating system.

---

[2] The print data is generated via the GDI interface (Microsoft Windows).
[3] The print data is generated by the **TFORMer** print engine.

5.2.2 Copies

❸	Number of Labels to print	Specifies the number of labels to print. This value is equal to the number of record copies in **TFORMer Designer**. Please note: ▪ This value is stored for each individual layout! ▪ If the number of label copies is greater than 1 **TFORMer** might try to print multiple labels per sheet of paper (depends on the settings in the layout). You can influence this behavior by editing the layout settings in **TFORMer Designer.** Example: If you want to make sure that each copy of the VDA 4902 label is printed on a separate sheet of paper change the number of rows and columns to "1" instead of "(auto)".

5.2.3 Label Sheet

❹	Start Row, Start Column	If the **TFORMer** layout is set up for printing multiple labels on one sheet of paper you can use these parameters to leave the first labels on the sheet blank. The exact behavior of this setting depends on the "Print Order" which is selected in the corresponding layout. Example: ▪ Start Row = 2 ▪ Start Column = 0

Print order "Down, then Across": The first two labels in the left column will be left empty.

Print order "Across, then Down": The first two rows will be left empty.

5.2.4 Additional Settings

❺	Do not show this dialog again	When enabled the print dialog will no longer be shown. Instead each job is directly sent to the selected printer without further confirmation. If you want re-enable the print dialog, please refer to the setting *Print Dialog* on the printer settings dialog (see section 6.2.2).

6 Printer Settings

6.1 Introduction

Select *Configuration ► Printer Settings…* from the menu. The following dialog will appear:

Figure 9: Printer Settings

6.2 Parameters

6.2.1 Device

Output to	Choose one of the following output types:
	▪ Default System Printer
	  (Output to the default printer[2].)
	▪ Printer
	  (Output to the selected printer[2].)
	▪ PostScript
	  (Force PostScript Output[3].)
	▪ Zebra
	  (Force ZPL Output[3].)
	▪ PDF
	  (Output into a PDF file[3].)

Printer	For the "Default System Printer" and for "PDF" output this selection is locked. For all other output types select the target device from a list of printers which are available on your operating system.

6.2.2 Program Behavior

Print Dialog	Show the confirmation dialog before printing (y/n)? ▪ When checked the print dialog is shown before printing (default). ▪ When unchecked the print dialog is skipped.

7   General Settings

7.1   Introduction

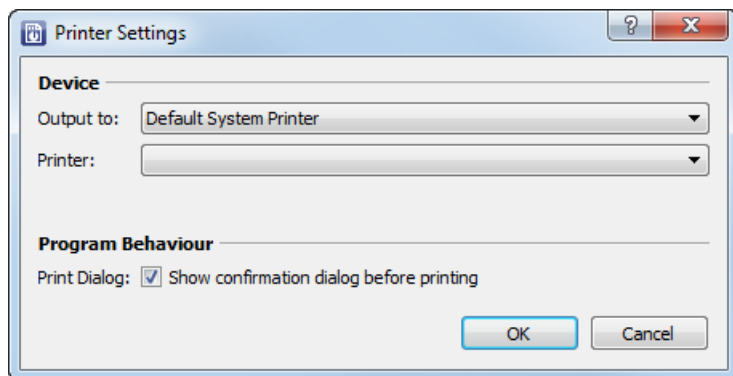Select *Configuration ► General Settings…* from the menu. The following dialog will appear:
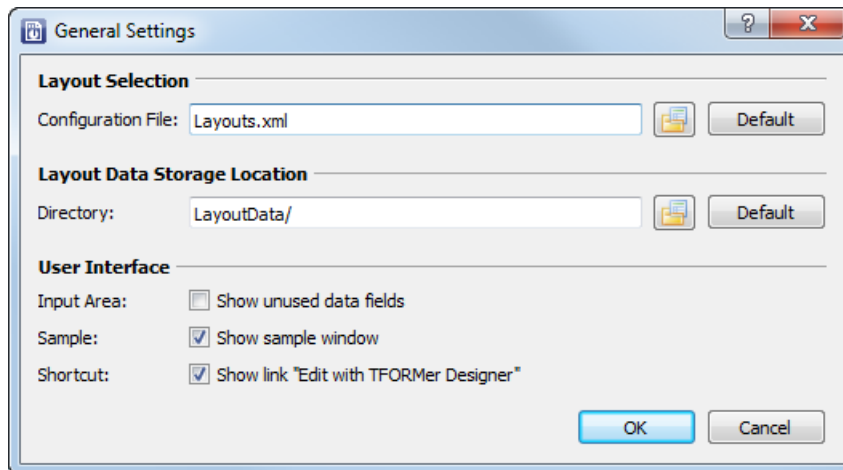

Figure 10: General Settings

7.2   Parameters

7.2.1   Layout Selection

Configuration File	This file provides the structure for the layout selection menu (see Figure 1, ❷). Please note: ▪ You can use absolute or relative file paths. Relative paths are relative to the location of the workspace file (see Appendix A). For more information on the layout configuration file, please refer to Appendix B!

7.2.2   Layout Data Storage Location

Directory	Specifies the directory where the layout data (= the user input) will be stored. For each layout a separate data XML file is created. Please note: ▪ You can use absolute or relative file paths. Relative file paths are relative to the location of the workspace file (see Appendix A).

7.2.3   User Interface

Input Area	Show unused data fields (y/n)?	If checked the input area will also display the unused data fields (= data fields which are not used in the layout).
Sample	Show sample window (y/n)?	If checked the sample window on the right side of the main window is shown (see Figure 1, ❸).
Shortcut	Show link "Edit with TFORMer Designer" (y/n)?	If checked the link Edit with TFORMer Designer is shown (see Figure 1, ❻).

8 Using Different Configurations

8.1 Introduction

Typically **QuickPrint** starts with a default configuration. This default configuration provides a selection of common labels from industry and logistics.

If you want to use different settings (e.g., a different layout selection) you can customize the existing configuration or you can create your own additional configurations. This chapter will explain the necessary steps.

8.2 Configuration Files

QuickPrint requires the following two configuration files:

▪ *Workspace File* (see Appendix A)
  The workspace file stores all settings from the configuration menu. That includes the settings for the user interface, the current printer selection or the directory for print data storage. The layout selection menu is included via an external configuration file (see also section 7.2.1):
▪ *Layout Configuration File* (see Appendix B)
  The layout configuration file provides the structure for the layout selection menu and it contains the references to all layout files.

8.3 Default Configuration

The default configuration files are located in the **QuickPrint** application data directory:

```
%appdata%/TEC-IT/TFORMer/8/QuickPrint
```

They are named *Workspace.xml* (for the workspace file) and *Layouts.xml* (for the layout configuration file).

8.4 Create a Custom Configuration

In order to create a new configuration, copy the existing XML files and edit them as required.

> Please note:
> ►   The workspace file will be updated automatically each time you run **QuickPrint.**
> ►   The layout configuration file requires manual editing.

8.5 Use a Custom Configuration

If you want to use a custom workspace file you have to pass it as command line parameter to the **QuickPrint** application. In order to do so you can create shortcuts with the respective working configurations:

9 Serial Numbers

9.1 Introduction

For generating serial numbers **TFORMer Designer** provides the data field type "Serial". Using this type allows you to embed serial numbers directly in your layouts. The **TFORMer** print engine will do the automatic consecutive numbering. In **QuickPrint** no additional adjustments are required.

> Please note:
> ► The serial numbers are also suitable for multi-user environments. **TFORMer** provides an internal locking mechanism in order to guarantee globally unique numbers.

9.2 Printing Errors

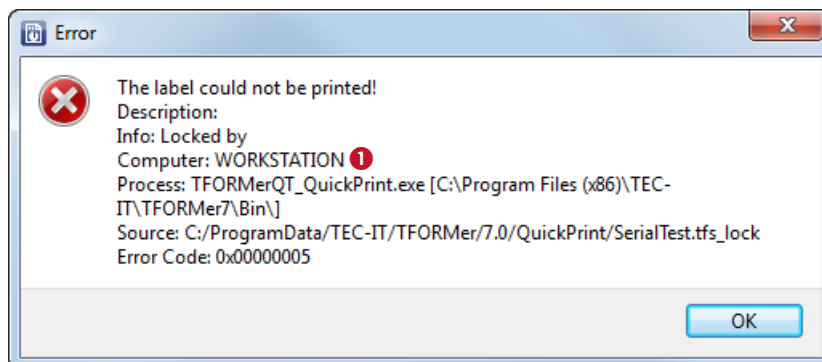If you try to print a layout with serial numbers you might get the following error message:

Figure 11: Error when Printing Layouts with Serial Numbers

> Explanation:
> ► The layout cannot be printed at the moment, because the internal serial number counter is used by a different print process.
> ► The name of the workstation which causes the lock is displayed in ❶.

> Possible reasons for the error:
> ► The layout is opened in **TFORMer Designer** – see 9.2.1.
> ► Simultaneous printing in a multi-user environment – see 9.2.2.

9.2.1 Layout is being edited

If the layout is opened in **TFORMer Designer** (e.g., as a consequence of clicking on the link Edit with TFORMer Designer) the serial number counter is locked. You have to close the file in order to remove the lock.

> Solution:
> ► Close the layout in **TFORMer Designer** and re-try printing.

9.2.2 Simultaneous Printing

When using **QuickPrint** in a multi-user environment (= multiple **QuickPrint** clients with access to the same layout files), this error will usually occur if two or more users try to print the same layout at the same time.

Solution:
► Wait a few seconds and re-try printing.
► If you cannot print for a considerable time, check whether the print job which causes the lock is still active. If not, delete the lock file. You will find the lock file in the same directory as the **TFORMer** layout.

10 Contact and Support Information

10.1 Support

If you have any questions, please contact us:

Email: support@tec-it.com

Web: www.tec-it.com/support

Don't hesitate to tell us your feedback! If the product does not fulfill your requirements, please tell us why. We are highly interested in meeting the requirements of our customers.

10.2 How to Unlock the Demo Version

QuickPrint is licensed via **TFORMer Designer** or **TFORMer SDK**. License keys can be obtained from TEC-IT by Email, online order form or FAX.

Email: sales@tec-it.com

Online: www.tec-it.com/order

Fax: +43 / (0)7252 / 72 72 0 – 77

10.3 Company Contact Information

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Web: www.tec-it.com

Appendix A: Workspace File (Program Settings)

A.1 Introduction

► The workspace file stores all settings from the configuration menu. The configuration is auto-matically loaded on program start and it is saved when the application is closed.

► The layout selection menu is included via an external configuration file (see Appendix B).

► **QuickPrint** supports the use of different working configurations. Therefore you have to pass the respective workspace files as command line parameters (see section 8.5).

► The default workspace file is located in the **QuickPrint** program data directory
`%appdata%/TEC-IT/TFORMer/8/QuickPrint/Workspace.xml`

A.2 File Structure

The workspace file is structured as follows:

```
<Workspace version="1.0">
  <Layouts filename="Layouts.xml" currentLayout="VDA 4902 V4 (English)">
    <Layout name="Custom1" repository="C:/Temp/Custom1.tff" project="" form=""/>
    <Layout name="Custom2" repository="C:/Temp/Custom2.tff" project="" form=""/>
    <Layout name="Custom3" repository="C:/Temp/Custom3.tff" project="" form=""/>
    <!-- ... -->
  </Layouts>
  <Settings>
    <General>
      <LayoutDataDirectory>UserData/</LayoutDataDirectory>
      <ShowPreviewPanel>true</ShowPreviewPanel>
      <ShowTFormerLink>true</ShowTFormerLink>
    </General>
    <Printer>
      <PrinterType>System Default Printer</PrinterType>
      <PrinterName></PrinterName>
      <ShowPrintDialog>true</ShowPrintDialog>
    </Printer>
  </Settings>
</Workspace>
```

A.3 The XML Nodes in Detail

A.3.1 Root Node

This node identifies the workspace file:

Workspace	The root node.	
	version	The file format version.

A.3.2 Layouts

This node specifies the set of selectable layouts and their menu structure. The actual configuration relies on an external XML file (see Appendix B). The most recently loaded custom layouts are stored as subordinate <Layout> elements.

Layouts	The top level node for the layout configuration.	
	filename	The external layout configuration file. Please note: ▪ You can use absolute or relative file paths. Relative paths are relative to the location of the workspace file.
	currentLayout	The name of the most recently selected layout (will be restored when loading a

		workspace).

A.3.2.1 Layout

Layout	This node specifies a custom layout which was loaded via *File ► Load Layout…*. QuickPrint stores up to 10 of these custom layouts.	
	name	The display name and the file reference for the layout. For a description of the attributes see section B.3.3!
	repository	
	project	
	form	

A.3.3 Settings

This node stores the settings from the configuration menu:

A.3.3.1 General

LayoutDataDirectory	The directory for storing the print data (= the user input) for each single layout. Please note: ▪ You can use absolute or relative file paths. Relative paths are relative to the location of the workspace file.
ShowPreviewPanel	Show the sample window (y/n)?
ShowTFormerLink	Show the link "Edit with TFORMer Designer" (y/n)?

A.3.3.2 Printer

PrinterType	The selected printer type ("Output to").
PrinterName	The selected printer name ("Printer").
ShowPrintDialog	Show the print dialog (y/n)?

Appendix B: Layout Configuration File

B.1 Introduction

► The layout configuration file contains the set of selectable **TFORMer** layouts and it provides the structure for the layout selection menu.

► This file must be edited manually.

► The default layout configuration file is located in the **QuickPrint** program data directory: `%appdata%/TEC-IT/TFORMer/8/QuickPrint/Layouts.xml`

B.2 File Structure

The layout configuration file is structured as follows:

```
<Config Version="1.0">
  <Slides>
    <Slide caption="Group 1" imagepath="MyImage.png">
      <Templates>
        <Template name="Layout 1" repository="MyLayout.tff" />
        <Template name="Layout 2" repository="MyRepository.tfr" project="MyProject"
          form="MyForm" />
      </Templates>
    </Slide>
  </Slides>
</Config>
```

Please note that the default layout configuration file contains additional XML elements and attributes which are not explained below. This additional information may be used in future QuickPrint version. Currently they are unused, so you can ignore them.

The sample above will result in the following layout selection:

Figure 12: Layout Group Example

B.3 The XML Nodes in Detail

B.3.1 Root Node

This node identifies the layout configuration file.

Config	The root node.	
	Version	The file format version.

B.3.2 Slides

The node <Slides> must contain one or more <Slide> elements:

Slide	The slide element specifies the caption and the icon for the layout group (see Figure 12, ❶).	
	caption	The caption for the layout group (e.g., "Group 1").

	imagepath	The image for the layout group (e.g., "MyImage.png").
		Please note:
		▪ You can use absolute or relative file paths. Relative paths are relative to the location of the layout configuration file.
		▪ The image size is 84 x 54 pixels.

B.3.3   Templates

The node <Templates> must contain one or more <Template> elements:

Template	The template element specifies the display name and the file reference for a TFORMer layout.	
	name	The display name for the item in the layout selection menu (e.g., "Layout 2" – see Figure 12, ❷).
	repository	The file reference for the TFORMer layout.
		Please note:
		▪ You can use absolute or relative file paths. Relative paths are relative to the location of the layout configuration file.
		▪ For stand-alone forms provide the name of the *.tff* file.
		▪ For repositories provide the name of the *.tfr* file. Furthermore you have to provide the *project* name and the *form* name (see below):
	project	The name of the project within the repository. (Only required for repositories.)
	form	The name of the layout within the given project inside the repository. (Only required for repositories.)