

Forms & Labels

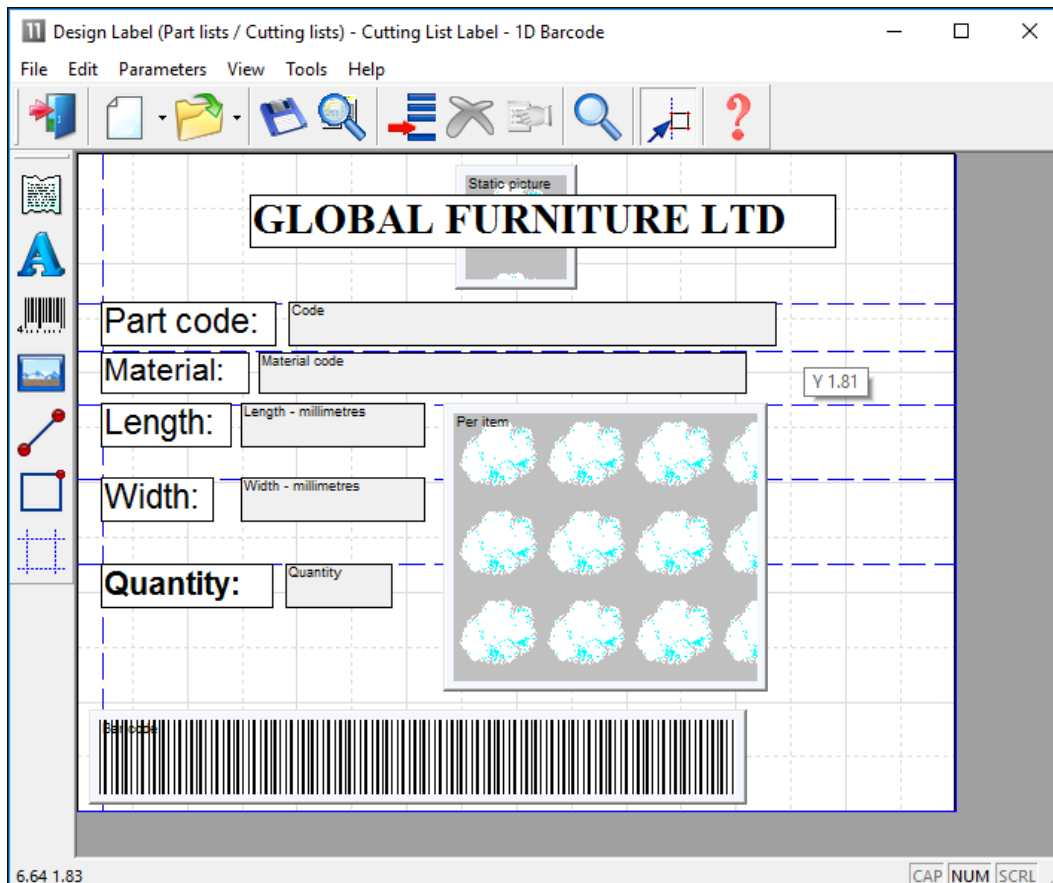
Use the Design options to create templates for forms and labels. Labels are typically for printing labels in the office for parts or products but also can be used to design labels for the Cadmatic saw controllers or the Online PC saw interface for labels at the saw.

Forms are typically for adding brand new custom forms to Review runs or providing a full set of order or stock documentations; Invoices, despatch notes, worksheets ...

Types of forms or labels available to create:-

Quotes / Orders
Product requirements
Part lists / Cutting lists
Cutting patterns
Runs
Saw (for labels only)

The following example shows a design for a label at the Design screen.



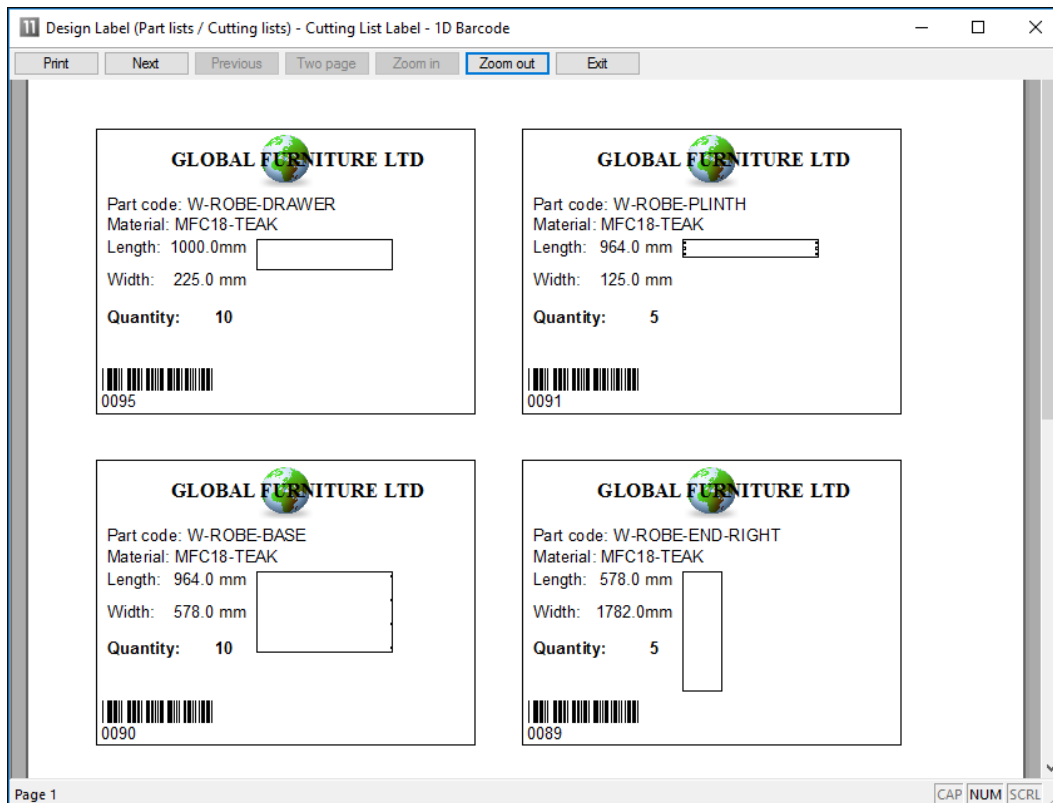
Label design

To design a form or label create a template that describes the items of information (objects) on the label or form; where they are placed and special effects such as pictures or colour. Once the template is saved it can be used by the program for printing that style of label or form.

Many users typically only need one or two templates for all their part and product labels but may need several templates for forms such as invoices, despatch notes, waybills and so on.

Standard templates - There are several standard templates supplied with the software which you can use as a starting point for your templates. Use the SAVE AS option to take a copy of the standard form and always make changes to the copy.

The form or label design can be previewed to see what the design looks like.





Preview of printed labels



When creating a NEW design use the OBJECT TOOLBAR (at the left) to place label design elements on the label. The main elements are:-

- Text boxes - fixed text to describe the data
- Data boxes - for the variable data (e.g. part codes)
- Lines - to draw lines on the label
- Picture boxes - for part drawings or logos
- Barcode boxes - for bar codes (e.g. bar code for part code and quantity)

Use the properties box to change any features, for example, to fine tune the position of the item.

The forms or labels can be set up to print in a wide variety of layouts; continuous, 2 per page ...

Ref: Bedroom & bathroom	GLOBAL FURNITURE LTD
Part code: DRESSER-END-LEFT	
Material: Prelaminated - Oak 18mm	
Length: 600.0 mm	Width: 1082.0mm
Finished size:	QTY: 1
	
	22/08/2012

Ref: Bedroom & bathroom	GLOBAL FURNITURE LTD
Part code: DRESSER-END-LEFT	
Material: Prelaminated - Oak 18mm	
Length: 600.0 mm	Width: 1082.0mm
Finished size:	QTY: 1
	
	22/08/2012

Printed labels

Forms

Design a form in the same way as a label - the main differences are that a form (like an invoice) usually contains a section with a list of varying data items (e.g. products and prices) and uses page numbers, headings, and continuation pages etc.

Design Form (Quotes / orders) Initial - Order Estimate - 2D Barcode

File Edit Parameters View Tools Help

Static picture Zoom

GLOBAL FURNITURE LTD

Furniture House, 27 Wood Lane, Bristol, BS1 2XR, UK

Telephone: +44 (0)117 932 8822 Fax: +44 (0)117 932 8887

Order estimate

Estimate date:	Date	Estimate no.	Reference	Our ref	Taken by	Your ref	Customer ref
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Customer address

Customer name

Invoice address

Invoice postcode

Item	Code	Information	Width	Height	Depth	Quantity	Unit £	Total £
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Item	Additional instructions:	Information	Part length - m	Part width - m	Quantity	Unit price	Total £
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Variable

Variable

CAP NUM SCRL

Form design

The page size, margins and other general features can be configured for each form or label from the parameters menu.

With labels set the frequency with which labels are produced, per part, per part type, per stack etc.

Custom Reports / Summaries

Form design can also be used to create fully customised reports for runs (optimising results). This can be useful for tailoring documents to suit the production process. Emphasising important data, removing details, matching the order of data to the company standard ...

Here is part of a design for a custom report for a cutting list summary.

Design Form (Part lists / Cutting lists) Initial - Cutting List Form - TD Barcode

File Edit Parameters View Tools Help

GLOBAL FURNITURE LTD

Furniture House, 27 Wood Lane, Bristol, BS1 2XR, UK

Telephone: +44 (0)117 933 8323 Fax: +44 (0)117 933 8487

Cutting list details

Item	Part code	Material details	Part area	Length	Width	Qty
		Item Category	Part area	Length - mm	Width - mm	Total Qty
	Code	Material description	Part area			Total Qty
			Part area			Total Qty

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Custom report design

The layout and information on the report can be fully customised. The above design produces the following style of report or summary.

Review runs


File Edit View Settings Summaries Stock Help

Cutting List Form - 1D Barcode 1 of 47

Example CAD drawing

Kitchen plan:///default/?default/SQ

Revision 1 : 28 Sep 2018 11:37 : Optimised by Sean-Lenovo



GLOBAL FURNITURE LTD






Furniture House, 27 Wood Lane, Bristol, BS1 2XR, UK
Telephone: +44 (0)117 933 6323 Fax: +44 (0)117 933 6487

Job reference:
Kitchen plan

Title:
Example CAD drawing

Date:
18/10/2018

Cutting list details

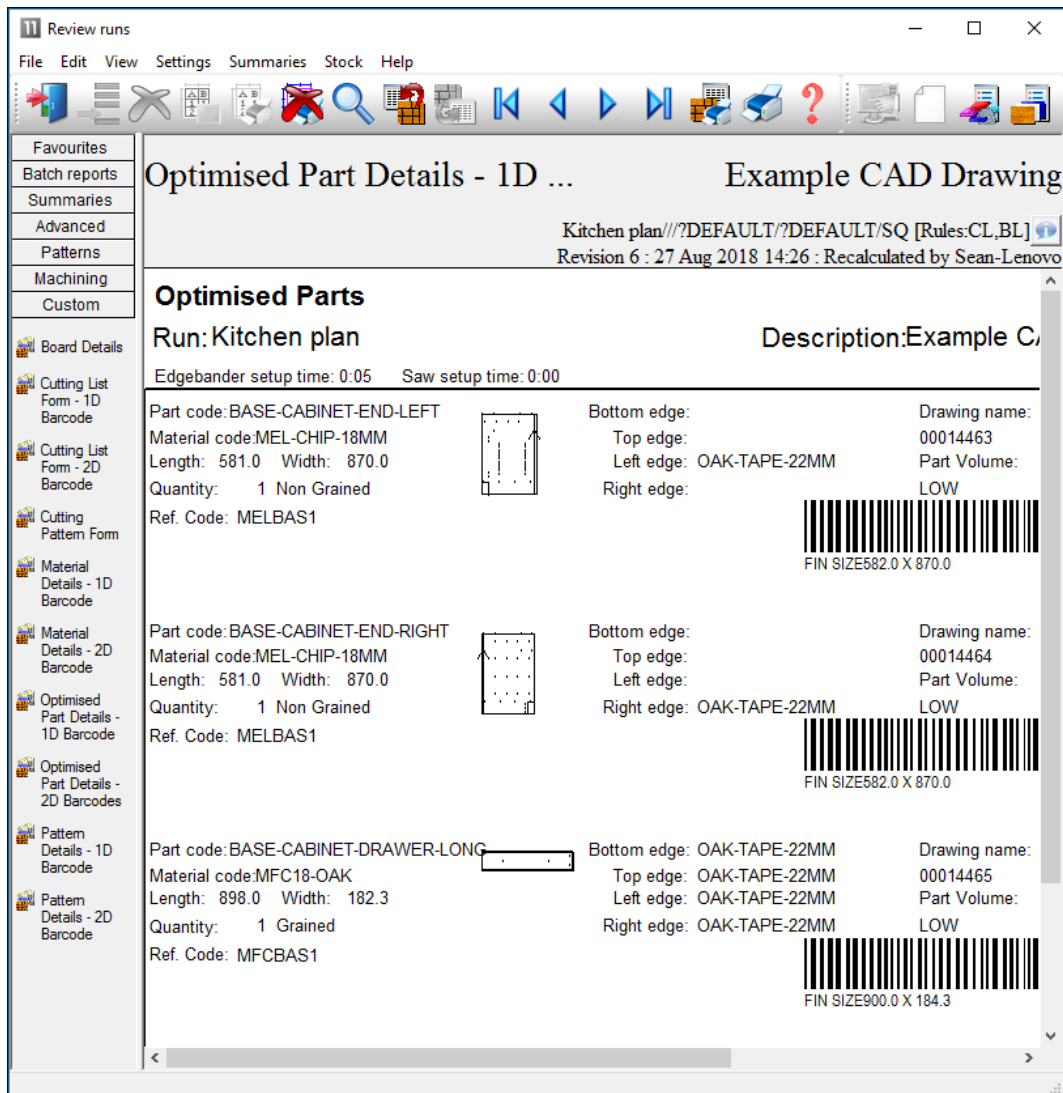
Item	Part code	Material details	Part area m2	Length	Width	Qty
3	BASE-BACK	Material: HARDBOARD-WHITE-4MM Hardboard 4mm - White  HARDBOARD-WHITE-4MM	0.00	476.0	710.0	1
16	BASE-BACK	Hardboard 4mm - White  HARDBOARD-WHITE-4MM	0.00	976.0	710.0	1
26	BASE-BACK	Hardboard 4mm - White  HARDBOARD-WHITE-4MM	0.00	976.0	710.0	1
37	BASE-BACK	Hardboard 4mm - White  HARDBOARD-WHITE-4MM	0.00	976.0	710.0	1
47	BC-BASE-BACK	Hardboard 4mm - White  HARDBOARD-WHITE-4MM	0.00	976.0	710.0	1

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Custom reports in Review runs

For run based custom reports it is often more convenient to integrate the reports in Review runs so that they appear on the Report bar - like any other report.

Any reports created via this option are automatically added to the report bar under the 'Custom' tab.



Custom report

These reports can also be accessed from the main screen as forms (*Print - Forms - Runs*).

Forms and Labels Summary

Create custom forms	•
1D and 2D barcodes supported	•
Template form and labels supplied	•
Local Integrated help	•