



Using the Prompt Function in BarTender

Overview:

A prompt is a demand for operator input of additional, batch specific information before the stencil imaging process can be completed such as a lot code or best buy date etc. A prompt field is generally associated with a text field and more than one prompt can be incorporated into a layout. This tutorial will show you how to create a prompt field in the BarTender software.

1. Begin by selecting the Single Line option from the Text Objects tool and click on the layout to establish the text field. (Fig. 1)

2. Right click on the highlighted text field and select the Properties menu. (Fig. 2) Highlight the bottom entry on the left pane. The right pane should display the Data Source tab. Highlight Sample Text in the Default Reply section and change it to the name of the prompt you wish to create. In this example, we are creating a prompt called Product Code. (Fig. 3) Select the Transforms tab.

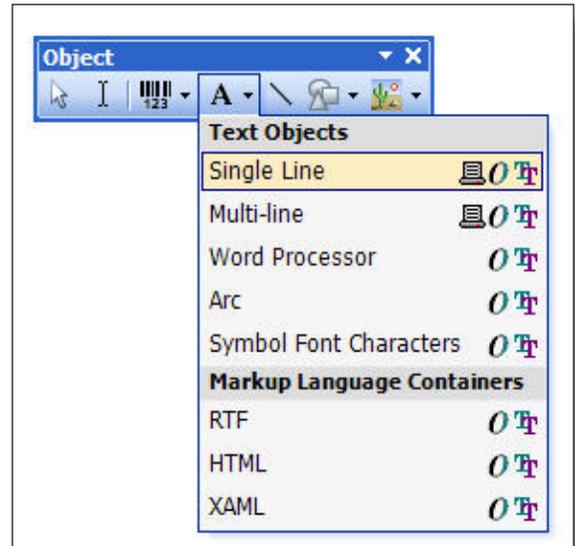


Fig. 1

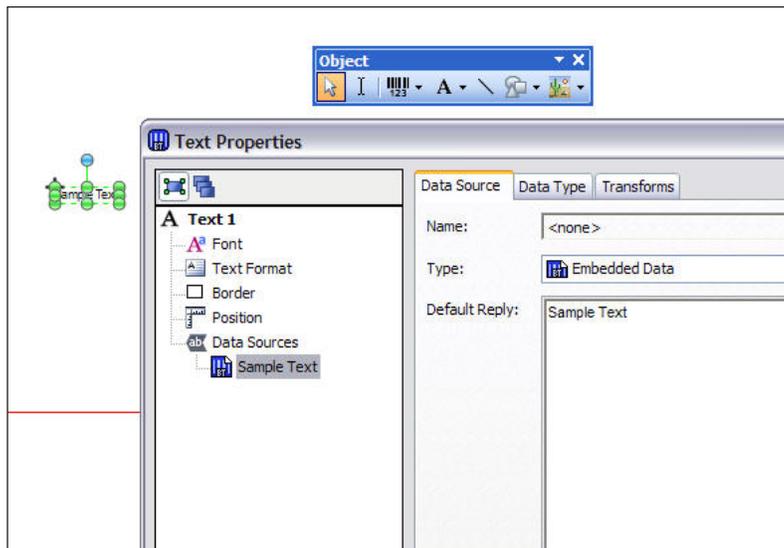


Fig. 2

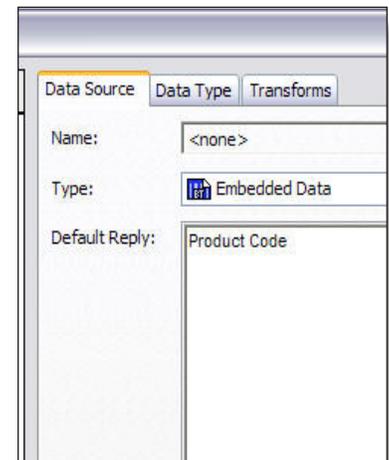


Fig. 3

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3. On the Transforms tab, (Fig. 4) click the hand icon next to Data Entry Control to bring up the Data Entry Control dialogue. (Fig. 5) Click on the Create button and select the Text Input Box option from the Control Type menu and click the Create button. (Fig. 6) The screen will revert back to the Data Entry Control dialogue.



Fig. 5

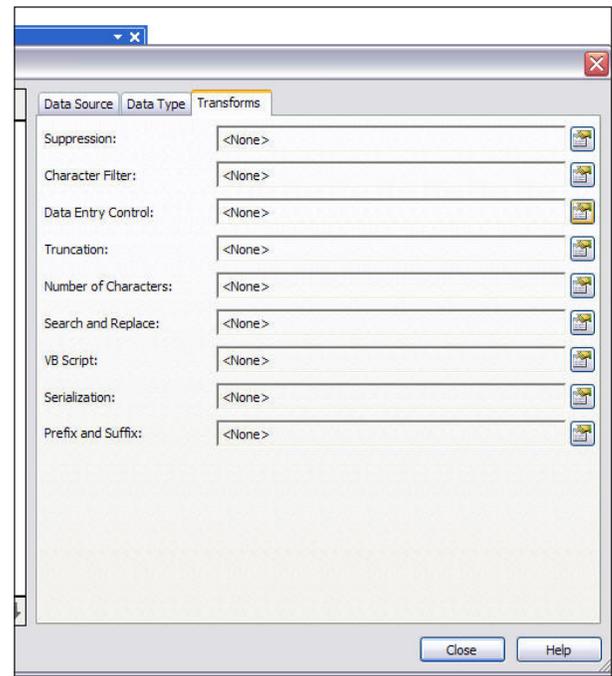


Fig. 4

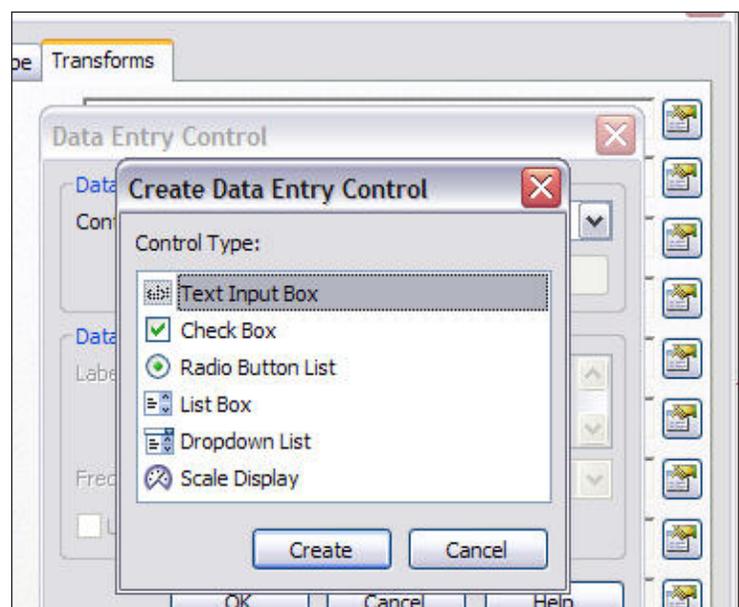


Fig. 6



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4. On the Data Entry Control dialogue, enter the name of the prompt you are creating in the Data Entry Options section where it says Label. This will be the identifier that will appear in the print prompt screen that will tell the operator what information is required. (Fig. 7) Set the Frequency to Once at Start of Print Job and do not check the Update Data box. Click OK and close the Properties menu. You are done with the prompt creation. Save the layout.

5. If other prompts are required, repeat steps 1-4 for every additional prompt you wish to create. When you are finished, save the layout.

6. When you click the Print icon, a Print Wizard Data Entry Form, (Fig. 8) will appear that requires the operator to input the specified information. Once the data has been entered, click the Print button to complete the process.

Note: If you fail to enter the data and click the Print button, the stencil will image but the display will be the name of the type of data needed, not the data itself.

7. If you need to delete a prompt from a layout, it involves more than just deleting it from the layout.

Start by selecting the text field on the layout to highlight it and click your delete key to remove it. (Fig. 9)

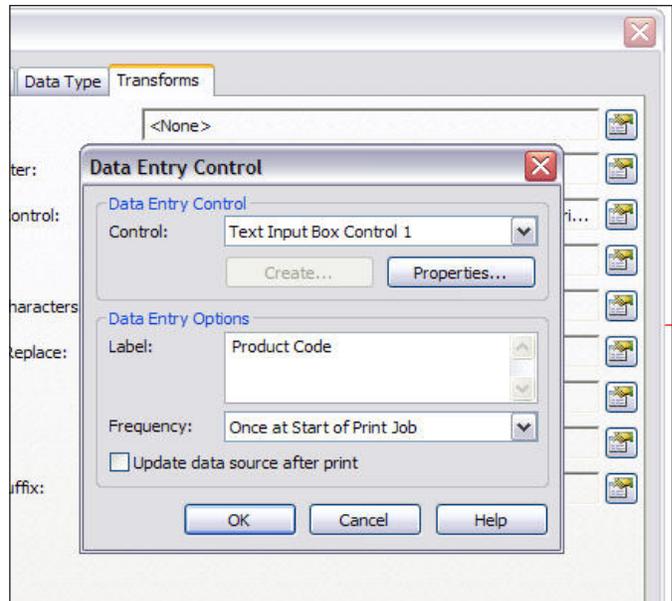


Fig. 7



Fig. 8

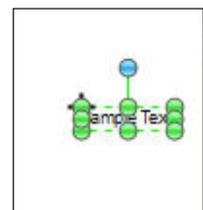


Fig. 9



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8. At the bottom of the layout you will see two tabbed views. (Fig. 10) Template 1 is the standard view of your layout. The Data Entry Form tab is essentially your Print prompt form.

Select the Data Entry Form tab. (Fig. 11)
To complete the deletion process, the prompt field must also be deleted here as well. Select the text prompt field and click your delete key to remove it. Select the Template 1 tab to return to the layout. You are now done. Save your work.

Failure to complete this step will result in an error message when you attempt to image the stencil.

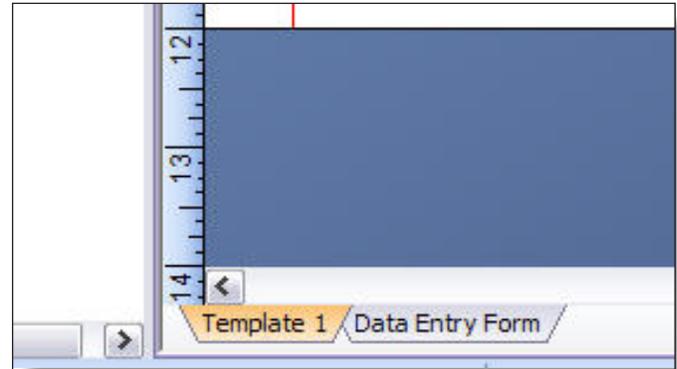


Fig. 10

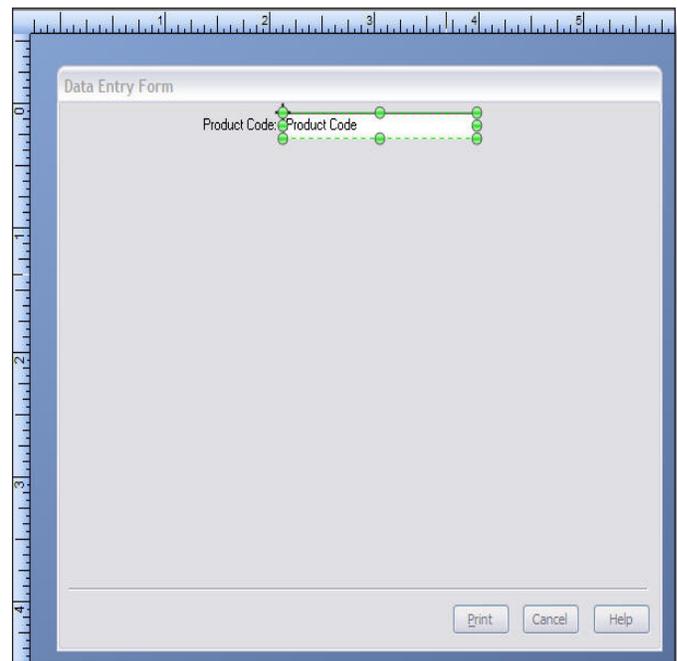


Fig. 11