

## Workshop Bar Coder Installation

 **Note – Please DO NOT plug scanners in until instructed.**

**Please print these instructions and follow them carefully to ensure correct installation of both hardware and software**

Before installing any new hardware it is advisable to reboot your computer and log in, ensuring that the user name has administrator rights to the computer, to ensure a clean starting point.

 **Note - these instructions and screens may vary slightly between Windows 98, 2000 and XP computers.**

Ensure you have the Ibcos Utility CD, a scanner and a scanner cradle to hand before commencing. The software can also be downloaded from [www.support.ibcos.net](http://www.support.ibcos.net)

### Software Installation

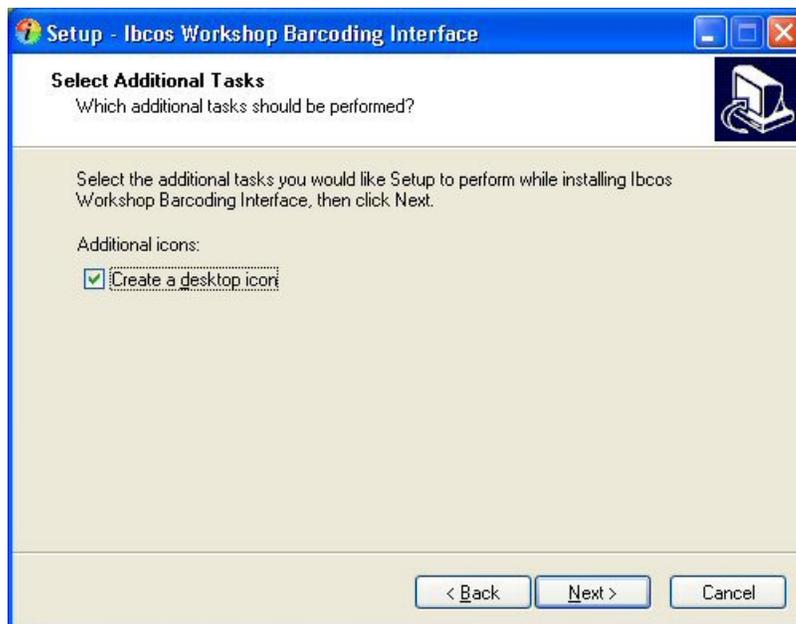
Follow these instructions to install the Workshop Barcoding Interface software. This software will read the data from the scanner(s) and prepare a file of the information for Gold to import.

**BEFORE connecting the scanner and cable**, place the Utility CD provided into the CD drive of the PC. Select “Barcoder” then select “Install Software”.

- Click on the “Next >” button to continue.



- It is recommended that “Create a desktop icon” is selected. Click on the “Next >” button to continue.



- Ready to Install. Click “Install” to continue with the installation, or click “Back” to review or change any settings.
- When the installation is complete, click “Finish” to exit set up.



- The Ibcos Workshop Barcoding Interface will run and, on the first use of the software will prompt for Company information to be entered. Complete this information fully to assist Ibcos with any support needed in the future.

**User Information**

**Company Information**

Company

Name

Telephone

OK

Welcome to the Ibcos Barcode Interface Program! Please take a moment to enter your company details (which may later assist with support) and then click OK to proceed to the setup screen!

- If these are new scanners that have not been connected to the PC before, select 'Yes' to install drivers.

**Run Driver Installation?**

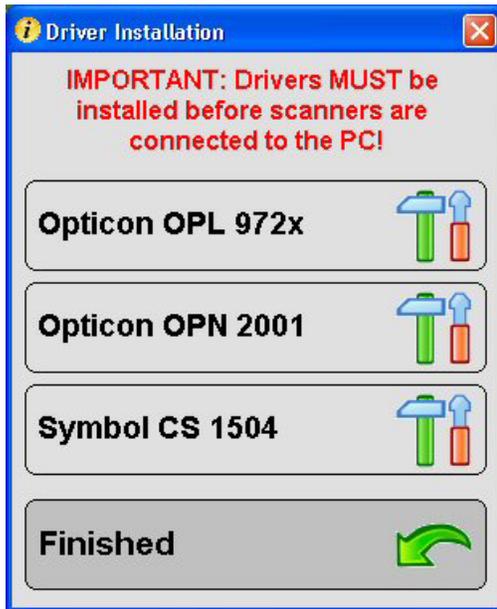
Would You Like To Run Driver Installation Before Proceeding To The Initial Setup Screen?

Yes No

- If the same scanners are in use as with previous installations of Ibcos Barcoder software, select 'No' and skip ahead to page 8.

## Driver Installation

- Select the type of scanners in use. See images below.



Opticon OPL 972x – with or without screen display



Opticon OPN 2001



Symbol CS1504

### Hardware Installation

Plug the scanner and cradle into a USB port on the computer. The New Hardware Wizard should start automatically to install the scanner and cable.

The Symbol CS1504 scanners are plugged via a lead into a USB port and do not have a cradle.

The Opticon scanners come with either a single scanner cradle, in which case rest a scanner in the cradle and plug the cradle into a USB port. In the case of the 5 scanner cradles, the scanner must rest in the master slot, on the far right.

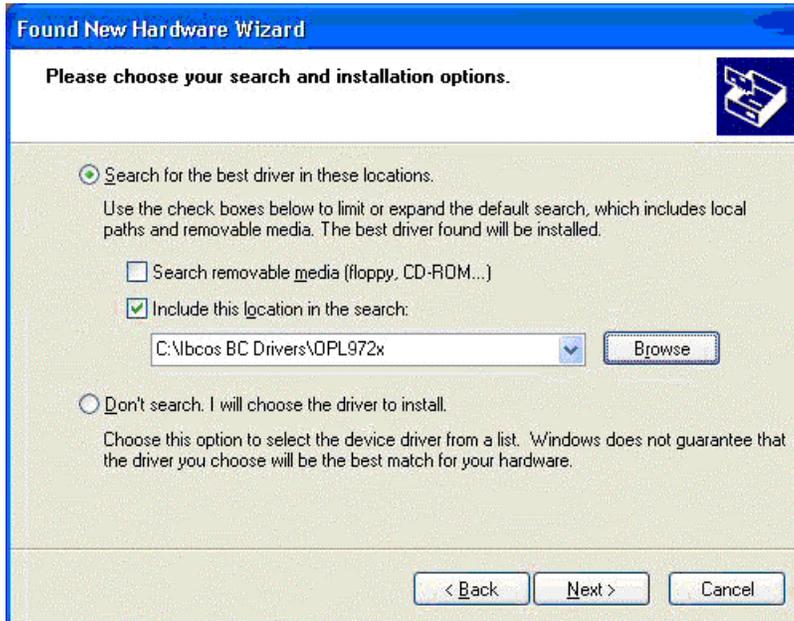
- 📖 If a screen prompting for Windows to connect to Windows Update to search for software, select **“No, Not This Time”**.

If scanner cradles are in use these will be installed first.

- Select “Install from a list or specific location [Advanced]” and click “Next >” button to continue.



- Unselect “Search removeable media” and Select “Include this location in the search”.
- Use the “Browse” button to locate the driver directory as installed on the PC earlier. Locate the C:\Ibcos BC Drivers directory and select the folder relating to the type of scanners in use.



- Click "Finish" to complete.



After the cradle installation, the scanner port will be installed.

- Select “Next >” to continue.



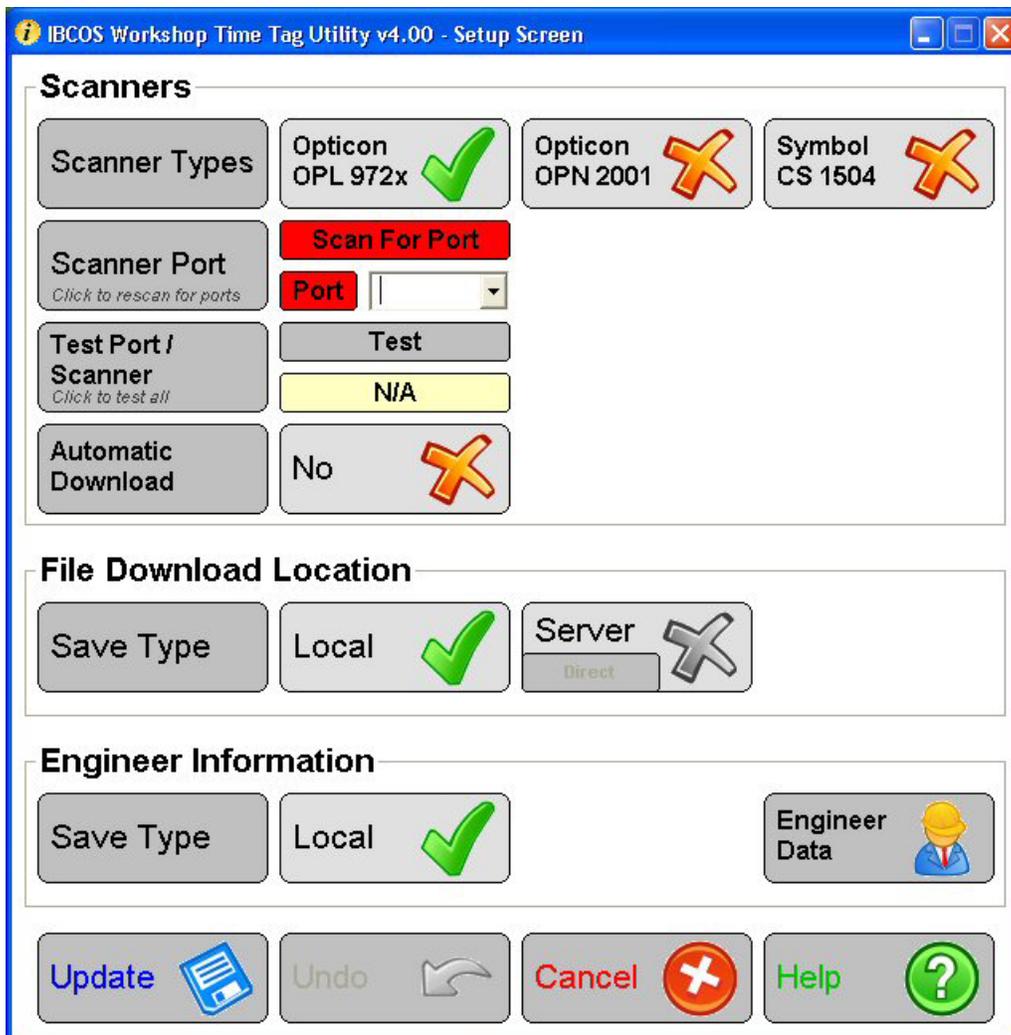
- Use the “Browse” button to locate the driver directory as installed on the PC earlier. Locate the C:\ibcos BC Drivers directory and select the folder relating to the type of scanners in use. Select “Next >” to continue.
- Click “Finish” to complete.



## Configuration

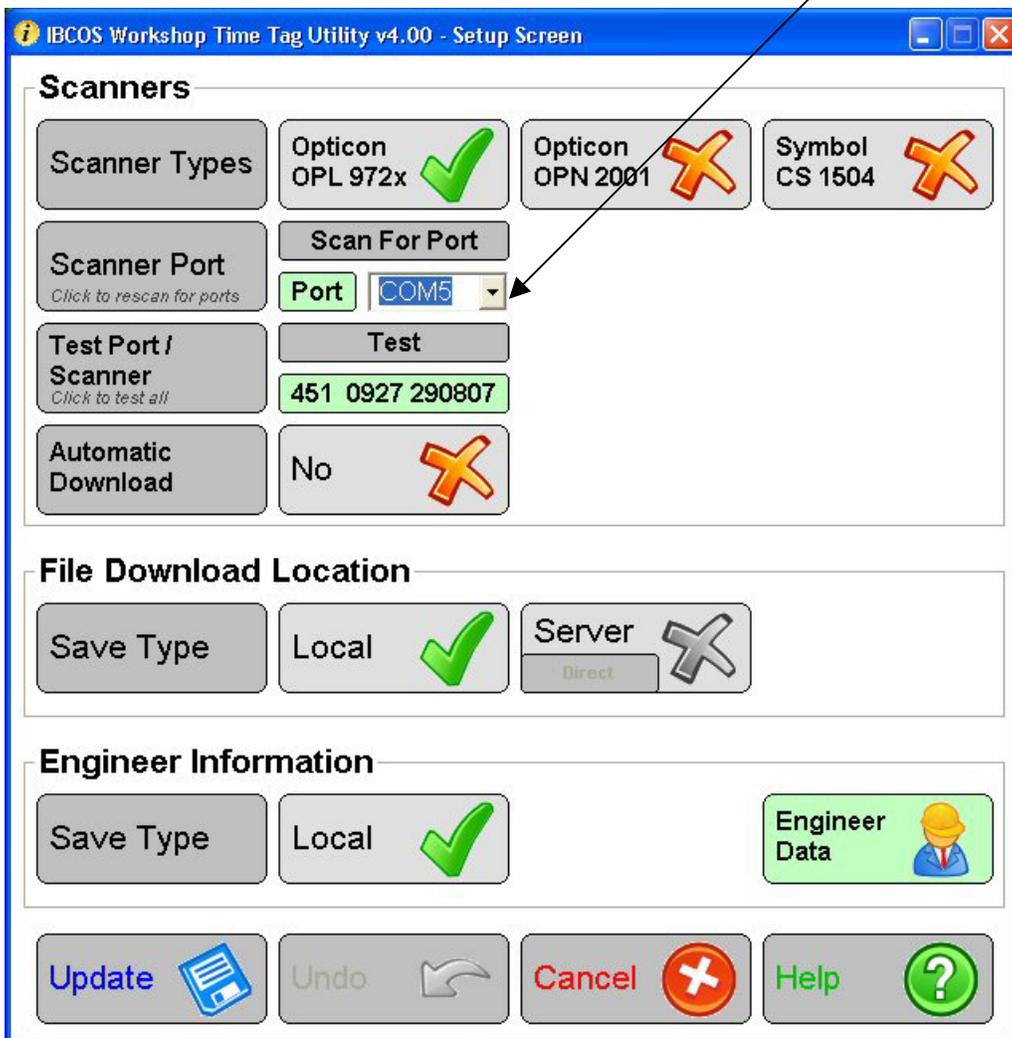


-  Click on the symbol next to the type of scanners in use.
- Ensure the scanner remains plugged into the USB cable or cradle (ensuring it is in the right, master slot if 5 scanner cradle) and select "Scan for Port".



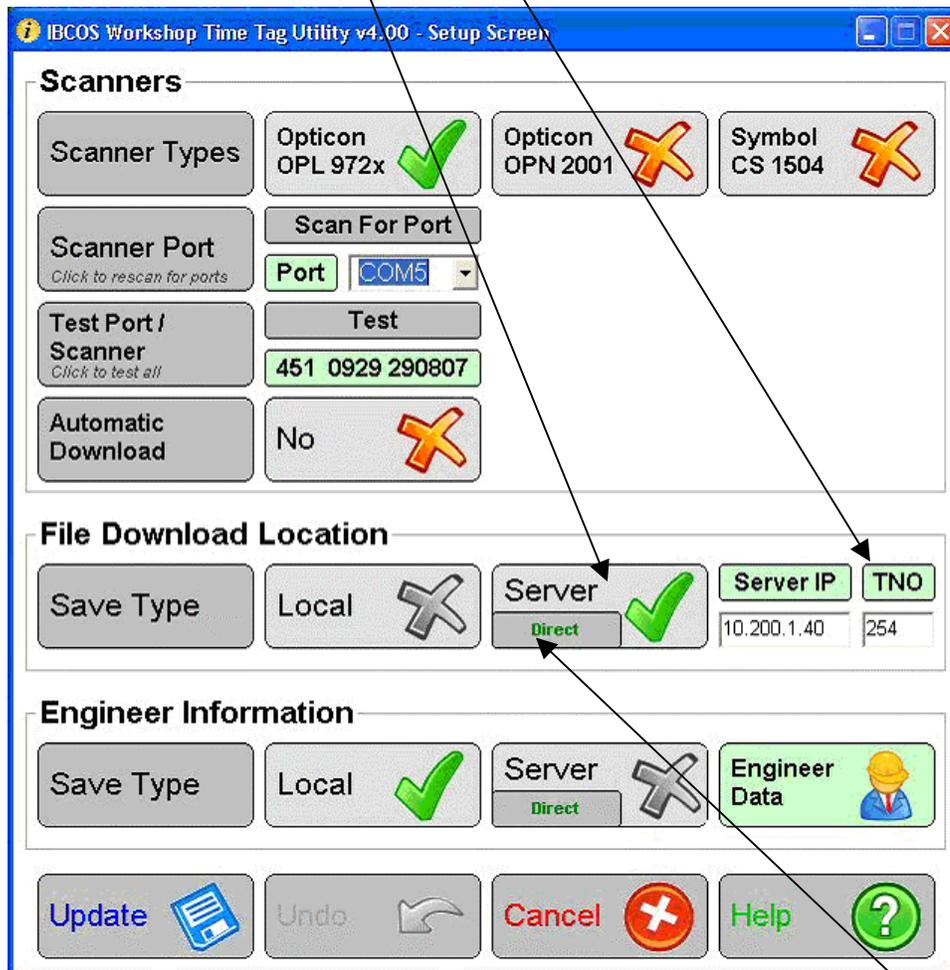


- Once the scan has finished the Port information should be completed.



### File Download Location

- Click the  by 'Server'. After a moment this should be able to work out the IP address of the server at your location.
- Add the Terminal number (from Gold) of the PC that will be importing the information into Gold.



-  At a depot it is possible that the Server IP will need to be entered manually. It is also recommended that the download type be changed from 'Direct' to 'Batch Update'. This retains all information in a file for upload to the server in one batch.

- Clicking the Server IP will test the connection to the server.



- Click 'OK' to close.
- Click 'Update' to save the current settings.

