NEW

LabManager Professional ™

Bar Code System

Requires purchase / ownership of Lab Manager
Professional (5.5) Scheduling module.

The Lab Manager™ Bar Code System keeps your data secure. Technicians will not have access to the data on your computer. The scanner will let them record data but not see account or financial information.

Keeps costs low. No computer needed in technician area. The bar code device can collect all the information that a technician needs to be involved in.

Keeps your technicians working. Less time away from the bench as technicians can easily scan the bar codes on their name badge and the work ticket.

Tracks technician production. Data is collected on which production steps have been completed, by whom, and when. This information can be used to print:

- *Technician Production Summary*
- *Technician Production Detail Report*
- *Cases Due Report*

Collects time clock data. Scan technician's badge to collect check-in and check-out times.

Gives you peace of mind. You know where the cases are in the lab at any moment, and you know what your employees have completed.

Order your bar code scanners directly from Bar Code Discount.

The simple, user-friendly interface and cell phone-like 18 key keypad with large alphanumeric keys gives the operator full control over a wide range of data capabilities. If the docking station is used, gold-plated charging pads ensure durability and correct placement every time and is a great advantage if the unit is constantly in and out of the docking station.

Programming your bar code scanner*

*Does not apply to Videx scanners. Applies to Unitech scanners only.

Warning: Do not perform this function if the scanner has data in it that needs to be downloaded. This step erases any stored data in the scanner.

Step 1: Start up Lab Manager and go to the **Main Program Menu**.

Step 2: Click on **Utility Menu**.

Step 3: Click on **Bar Code Scanning**.

Step 4: Place scanner on the docking station.

Step 5: Click on **Warm Re-Boot Device**. If it fails to connect then you will need to change the COM port and try rebooting again until you get a message of Warm Re-Boot Successful. To select the correct port, use the Com drop down list. This refers to the port you plugged the docking station into on the back of the computer. If you are not sure which port to use, start with Com1.

Step 6: Click on **Upload Bar Code Program**.

Once the scanner has been programmed, it is ready to collect data.

Transfer Scanner Data to Computer

Periodically, the data collected in the scanner will have to be downloaded to the computer. To transfer the data from the scanner to the computer, place the scanner into the docking station.

In Lab Manager, go to the **Utility Menu**, **Bar Code Scanning** and click on **"Retrieve Data from Wand"**. The process will take about one minute, depending on how much data is in the scanner. When completed, all of the data will have been transferred to the computer and the scanner is ready (and empty) to scan more bar codes.

Printing bar codes and bar coded lists

Clock-in and clock-out labels, as well as, an employee list can be printed with bar codes using the buttons shown in **Figure A**.

Figure B shows the Company and System Information screen where the "Bar code" field is located. Place a check in this box to activate the printing of bar codes.
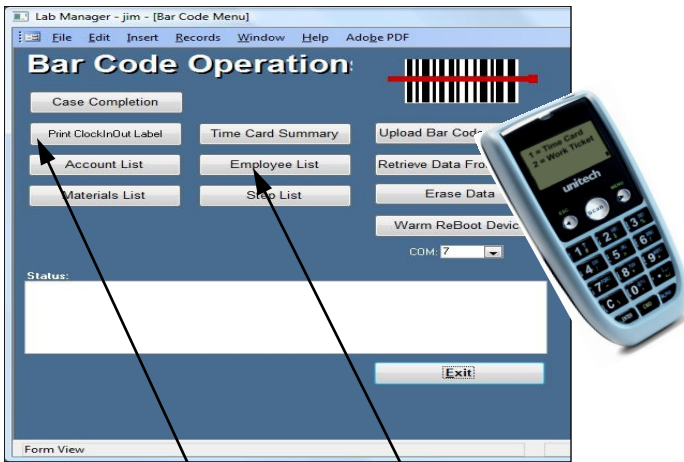

Figure A

Print Clock-in and Clock-out bar code labels using this button.

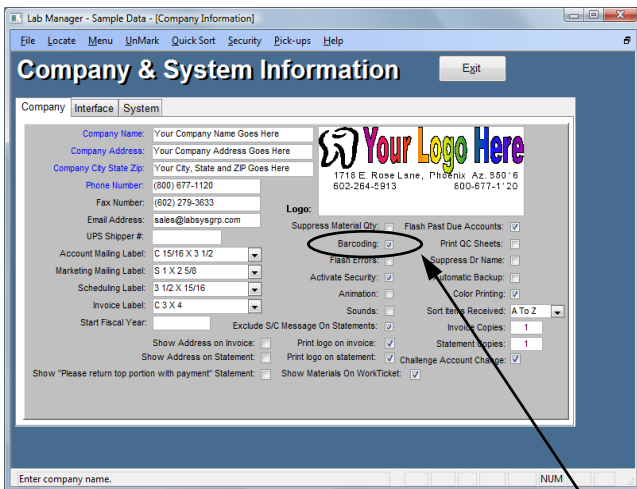Print employee list with bar codes using this button.

Figure B

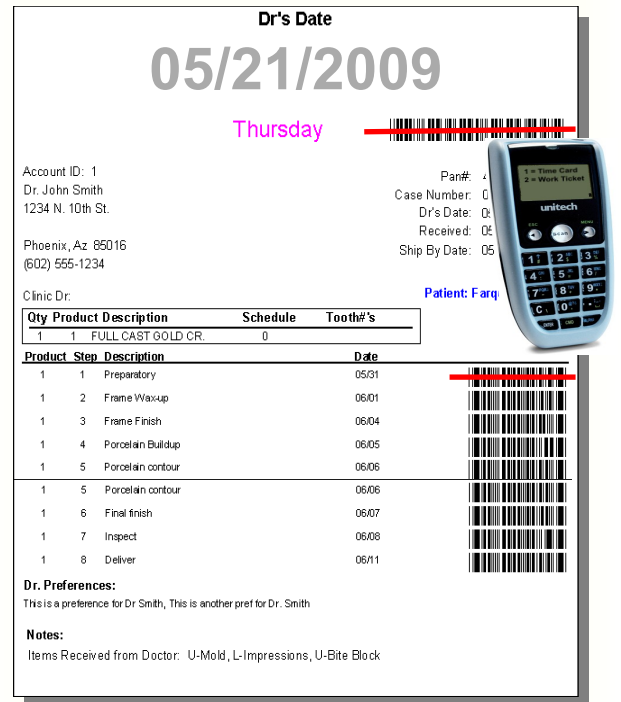To activate bar code printing, place a check in this box.

Scanning Work Tickets

Follow these easy steps to scan the work ticket for technician production.

Remember: *As you scan each item, check the bar code screen to make sure the case number, step and employee number all match what is on the work ticket.*

Step 1: On the barcode device, **select Lab Manager** from the Menu. Then from the following menu **select Work Ticket**.

Step 2: Scan BOTH the bar code at the top of the work ticket and the bar code next to step just completed, **pressing ENTER** after verifying each scan.

Step 3: On the printed **List of Employees** sheet, **scan** bar code next to the employee name.

Step 4: Dock device and **click** on **Retrieve Data From Device** at the bar code operation screen.

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