# BARCODING PARTS ISSUE – CAFAM

These notes briefly sets out how to use barcodes and issue parts efficiently from CAFAM. Barcode Parts issue in CAFAM comprises two parts:
   (1) Labels - printing appropriate labels with barcodes and
   (2) Scanning - using a barcode scanner to issue the parts

LABELS

1. You will need to print Goods-in or Stock labels using a dedicated Label printer.

2. We recommend the Zebra 420T label printer using 4" x 3" labels on Thermal transfer

3. Thermal transfer uses a Wax ribbon to make a permanent label as opposed to just Thermal Image which uses similar technology as a fax paper where the print is "burnt" on. Over time these fade and the label is unusable - happens if the stock item has been in the stores over 2-3years. Thus you might get cheaper printers using this technology, but beware that the print will disappear over time

4. Use the CUSTOM Button from within the Program when prompted for printing the labels.

4"x3" Label	Custom Label	Cancel

This button means that we can customise the label for you if so required

5. The program has by default been set to print to a 4" x 3" label size printing a typical label that looks like this
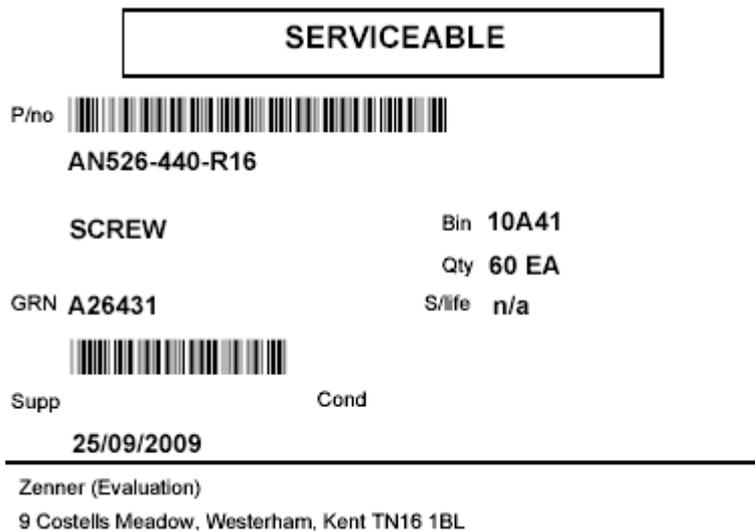

The barcode created above is a "Code39" barcode. This label size is pretty much industry standard and has width room for wide BarCodes i.e. max-20 Character P/no. In addition the 3" page length means you can accommodate meaningful data for the item. When the printer is installed on the PC by default no Label size is defined. It comes up (uselessly!) as "User Defined". So you have to use "Printing Preferences" then "Stocks" and "Add" a new Label size e.g. "4x3" (101.6mmx76.2mm) and set the sizes above

SCANNING

1. The process of issuing parts out of the program makes use of a standard barcode scanner that will read the above barcodes and process the part movement

2. We would recommend that you use a Laser hand-held scanner e.g. Zebra - Symbol Technology, NY P/no LS2208.. We have found that a Laser scanner works best in being able to scan what can be sometimes a wide part number barcode

3. The Scanner plugs typically into a USB Port and simply parallels the Keyboard sometimes also referred to a Keyboard "Wedge"

4. Also when you get the scanner, out of the box, they are not programmed to auto-send the <return> key. You need to use the manufacturer's chart supplied to enter a programming mode in the scanner by scanning a series of special BarCodes (that are on the chart) to change the characteristics of the scanner. Thus you do not have to to press the keyboard <Enter> key following the scan, the scanner does it for you. This step is important otherwise you will find the scan process will be next to useless as it will need you to press the <Enter> on the keyboard each time !

5. To make the Scanning process work apart from the bar-coded labels you will also need a Job and Employee label. These are printed from
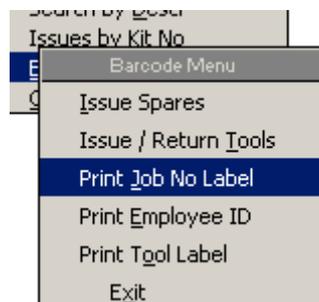
6. The actual Parts issue process uses the "Issue Spares" from the Barcode menu as shown above
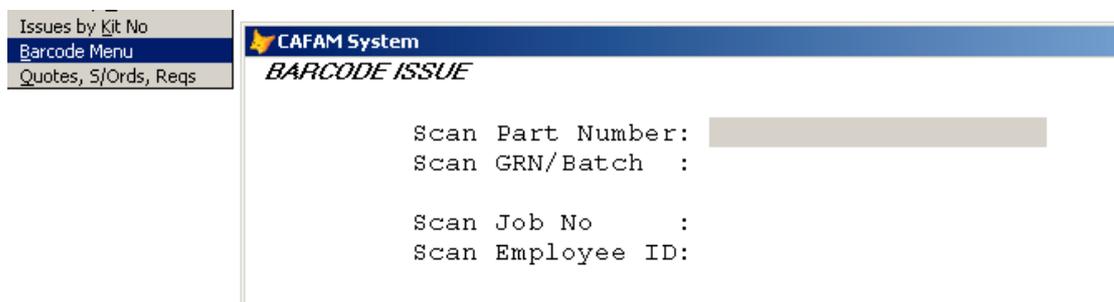
7. Here you scan the label(s) for the prompts as shown above.

8. The program will prompt for a Keyboard entry for the QTY and TASK No (not shown above) during the process

9. The entire process uses 4 x Scans and 2 x Keyboard strokes to complete the parts issue provided of course the Part is seen as in stock, the Job is open etc. Quick and efficient !

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