
Barcode Label Generator

User Guide

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Introduction

The Barcode Label Generator prints custom barcode labels you can attach to vials to help identify the vial as containing QC material. This saves time by automating the process of entering your QC identifier (such as lot and level) into your instruments.

Key Features

The key features of the Barcode Label Generator provide ease-of-use and flexibility.

- Prints barcode labels on standard label stock, such as Avery brand.
- Uses one-dimension (1D)  or two-dimension (2D)  barcode symbologies depending on the control product.
- Prints barcode labels from inkjet printers, laser printers, or barcode specialty printers to meet any laboratory's printing capabilities.
- Provides the option to specify the number of labels and label location on the sheet, saving paper and reducing costs.



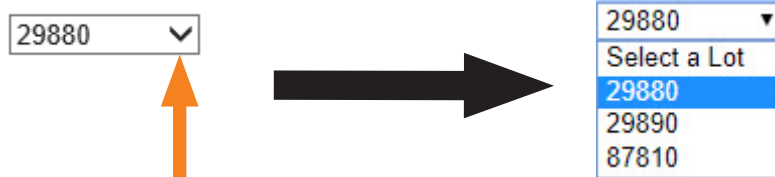
Note: Two-dimension (2D) barcodes are often referred to as QR codes.



Note: The example barcode labels shown in this guide are for illustration purposes only and are not to scale.

Program Hints

- A list has a small arrow located to the right. Click the arrow to select an item from the list.



- Select a check box to select an option.

A check box is selected when a check mark appears.




Clear a check box if you do not want to select the option.

A check box is cleared when the check mark is removed.



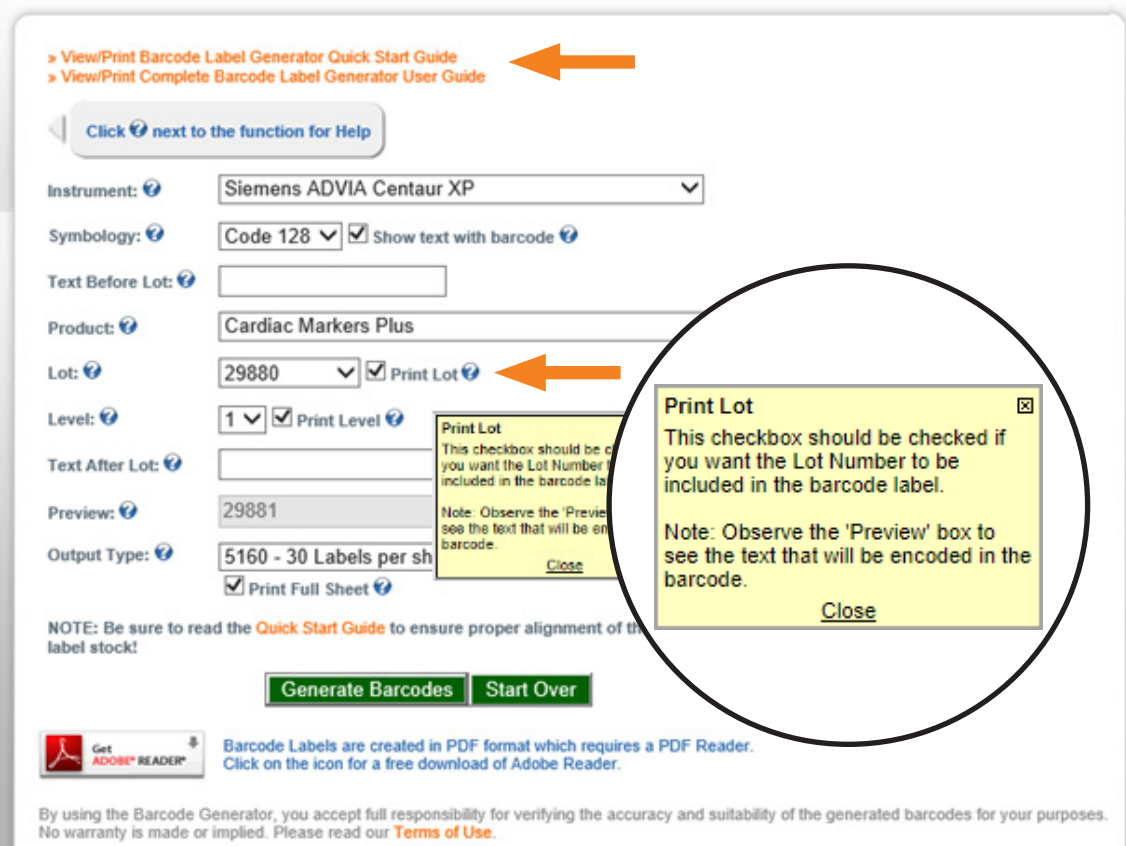
Get Help


The Barcode Label Generator provides context-sensitive help.

- There are links to view or print the Quick Start Guide and the User Guide (this guide).
- Click a Help symbol  to view information about a specific part of the software.







Barcode Label Generator



The screenshot shows the Barcode Label Generator interface. At the top, there are two links: [View/Print Barcode Label Generator Quick Start Guide](#) and [View/Print Complete Barcode Label Generator User Guide](#). An orange arrow points to these links. Below the links is a button that says "Click  next to the function for Help".

The main form contains the following fields and options:

- Instrument:
- Symbology: Show text with barcode 
- Text Before Lot:
- Product:
- Lot: Print Lot  (An orange arrow points to this help icon.)
- Level: Print Level 
- Text After Lot:
- Preview:
- Output Type: Print Full Sheet 

At the bottom of the form, there are two buttons: "Generate Barcodes" and "Start Over".

Below the form, there is a note: "NOTE: Be sure to read the [Quick Start Guide](#) to ensure proper alignment of the label stock!".

At the bottom left, there is a "Get ADOBE® READER" icon. To its right, there is text: "Barcode Labels are created in PDF format which requires a PDF Reader. Click on the icon for a free download of Adobe Reader."

At the bottom, there is a disclaimer: "By using the Barcode Generator, you accept full responsibility for verifying the accuracy and suitability of the generated barcodes for your purposes. No warranty is made or implied. Please read our [Terms of Use](#)."

Two yellow help boxes are overlaid on the interface. The first box is titled "Print Lot" and contains the text: "This checkbox should be checked if you want the Lot Number to be included in the barcode label." and "Note: Observe the 'Preview' box to see the text that will be encoded in the barcode." with a "Close" button. The second box is also titled "Print Lot" and contains the text: "This checkbox should be checked if you want the Lot Number to be included in the barcode label." and "Note: Observe the 'Preview' box to see the text that will be encoded in the barcode." with a "Close" button. A large black circle highlights the second help box.

Overview of the Barcode Label Generator

The screenshot shows the Barcode Label Generator interface with the following settings:

- Instrument:** Siemens ADVIA Centaur XP (Callout 1)
- Symbology:** Code 128 (Callout 2) with Show text with barcode (Callout 3)
- Text Before Lot:** [Empty text box]
- Product:** Cardiac Markers Plus
- Lot:** 29880 with Print Lot
- Level:** 1 with Print Level
- Text After Lot:** [Empty text box]
- Preview:** 29881
- Output Type:** 5160 - 30 Labels per sheet (1" x 2-5/8") with Print Full Sheet

1 Instrument

Select the instrument you are printing barcode labels for.



Note: Select “Other” if your instrument does not appear in the list. Refer to the Operator Manual for your instrument for a compatible symbology. See **2** Symbology below for more information.

2 Symbology

Symbology is equivalent to a language and refers to the type of barcode. The Symbology list contains symbology known to be read by the instrument selected in the Instrument list. Choose a symbology based on the recommendations of your instrument manufacturer.



Note: Code 128 is the most common and preferred symbology. Refer to the Operator Manual for your instrument for more information about compatible symbologies.

3 Show Text with Barcode

Select the Show text with barcode check box if you want to print the text contained in the barcode on the label. Clear the Show text with barcode check box if you do not want to print any text on the label. Example:

Show text with barcode



Show text with barcode



Note: This option only applies to 1D barcodes. Text will always appear with 2D barcodes.

Instrument:	Siemens ADVIA Centaur XP
Symbology:	Code 128 <input checked="" type="checkbox"/> Show text with barcode
4 Text Before Lot:	K
5 Product:	Cardiac Markers Plus
6 Lot:	29880 <input checked="" type="checkbox"/> Print Lot 7
Level:	1 <input checked="" type="checkbox"/> Print Level
Text After Lot:	
Preview:	K29881
Output Type:	5160 - 30 Labels per sheet (1" x 2-5/8") <input checked="" type="checkbox"/> Print Full Sheet

Text Before Lot

Type the text you want printed on the label before the lot number.



Note: This field is pre-populated for certain instruments (such as the Abbott Alinity models) and may be locked based on the instrument's requirements.

Example:



QQQ54260T1

Text before lot



Note: The maximum recommended length of characters depends on the instrument and symbology selected. A message appears if the text you enter exceeds the maximum recommended length of characters.

5 Product

Select the name for the quality control product.

6 Lot

Select the lot number for the quality control product.

7 Print Lot

Select the Print Lot check box if you want the lot information included on the label. Clear the Print Lot check box if you do not want the lot information included on the label.

Instrument: Siemens ADVIA Centaur XP

Symbology: Code 128 Show text with barcode

Text Before Lot:

Product: Cardiac Markers Plus

Lot: 29880 Print Lot

Level: 1 Print Level

Text After Lot: A

Preview: 29881A

Output Type: 5160 - 30 Labels per sheet (1" x 2-5/8") Print Full Sheet

8 Level

Select the level for the lot.

Some instrument and lot combinations use alpha characters as part of the level description that cannot be read. These alpha characters will be renamed with the next sequential level number.

Example 1: Inteliq with Specialty IA	
Level 1	Barcode: QQQLotNum1
Level 2	Barcode: QQQLotNum2
Level 3	Barcode: QQQLotNum3
Level LTA	Barcode: QQQLotNum4

Example 2: Alinity with Cardiac	
Level 1	Barcode: QQQLotNum1
Level 2	Barcode: QQQLotNum2
Level 3	Barcode: QQQLotNum3
Level 1A	Barcode: QQQLotNum4
Level 1B	Barcode: QQQLotNum5
Level 1C	Barcode: QQQLotNum6

9 Print Level

Select the Print Level check box if you want the lot level information included on the label. Clear the Print Level check box if you do not want the lot level information included on the label.

10 Text After Lot

Type the text you want printed on the label after the lot number.

Example:



Note: The maximum recommended length of characters depends on the instrument and symbology selected. A message appears if the text you enter exceeds the maximum recommended length of characters.

Instrument:	Siemens ADVIA Centaur XP
Symbology:	Code 128 <input checked="" type="checkbox"/> Show text with barcode
Text Before Lot:	
Product:	Cardiac Markers Plus
Lot:	29880 <input checked="" type="checkbox"/> Print Lot
Level:	1 <input checked="" type="checkbox"/> Print Level
Text After Lot:	A
Preview:	29881A
Output Type:	5160 - 30 Labels per sheet (1" x 2-5/8") <input checked="" type="checkbox"/> Print Full Sheet

11 Preview

This field shows how the text on the barcode label will look based on the selections you make. This field is read-only; you cannot type text in the Preview field. If the preview contains "xxxxx", this is placeholder indicating that a barcode sequence number is included. Each barcode is generated with a separate sequence number. Neither the placeholder or the sequence number will print on the label.



Tip: The Preview field is helpful for reviewing the label before printing.

12 Output Type

Select the layout of the label sheet you are printing. The list shows the Avery product number, the layout per sheet, and the label dimensions.

Select Custom - Single Label to print a single label and type the height (inches) and width (inches) of the label in the appropriate fields.

Output Type: Custom - Single Label

"(h) x "(w)

Height "(h) and width "(w) for custom labels



Note: The Custom - Single Label selection is typically used for barcode label printers using continuous feed rolls of labels.

Instrument:

Symbology: Show text with barcode

Text Before Lot:

Product:

Lot: Print Lot

Level: Print Level

Text After Lot:

Preview:

Output Type: Print Full Sheet


Print Full Sheet

- 13 Select the Print Full Sheet check box to print all labels on a sheet.


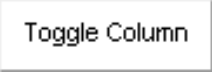
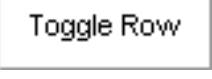
Clear the Print Full Sheet check box to print less than a full sheet of labels. The label matrix appears on the right side of the screen and shows the position of individual labels you can select or clear for printing.

Toggle Sheet	Toggle Column	Toggle Column	Toggle Column
Toggle Row	Print Label	Print Label	Print Label
Toggle Row	Print Label	Print Label	Print Label
Toggle Row	Print Label	Print Label	Print Label
Toggle Row	Print Label	Print Label	Print Label
Toggle Row	Print Label	Print Label	Print Label
Toggle Row	Print Label	Print Label	Print Label
Toggle Row	Print Label	Print Label	Print Label
Toggle Row	Print Label	Print Label	Print Label
Toggle Row	Print Label	Print Label	Print Label
Toggle Row	Print Label	Print Label	Print Label
Toggle Row	Print Label	Print Label	Print Label
Toggle Row	Print Label	Print Label	Print Label

The label matrix shows the layout of the labels you selected from the Output Type list.

 **Note:** Labels selected for printing appear with the text "Print Label" on the label matrix.

- Click the toggle buttons to switch between selecting and clearing a range of labels on the sheet, column, or row.

Click...	To...
	Switch between selecting and clearing the sheet for printing.
	Switch between selecting and clearing the column for printing.
	Switch between selecting and clearing the row for printing.

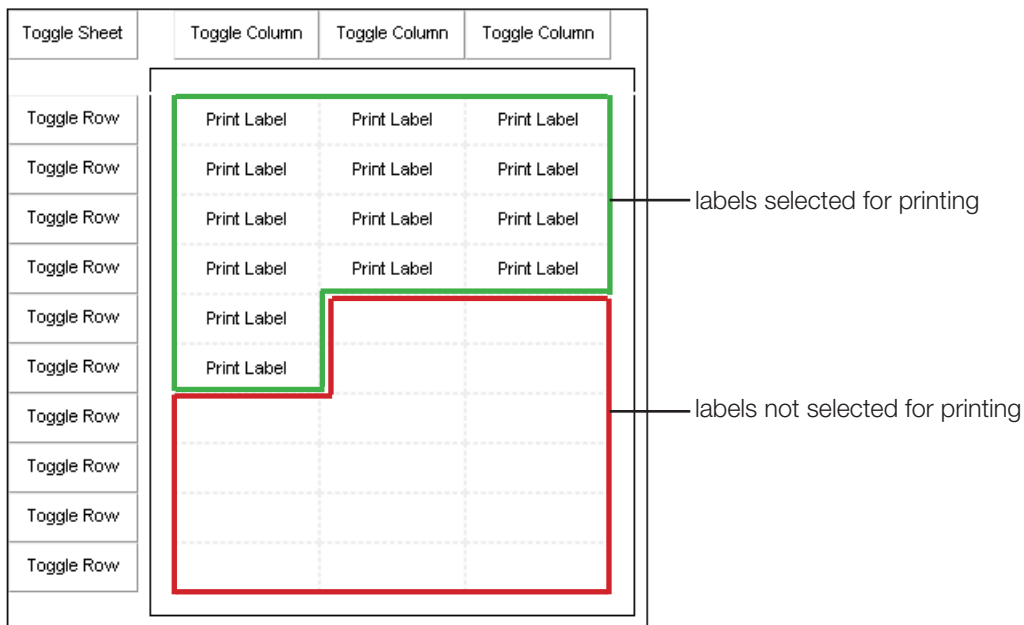
- Click a blank label to select it for printing. The label shows "Print Label" when selected.



- Click "Print Label" to deselect it for printing. The label is blank when deselected.



Example label matrix:



Disable Pop-up Blockers

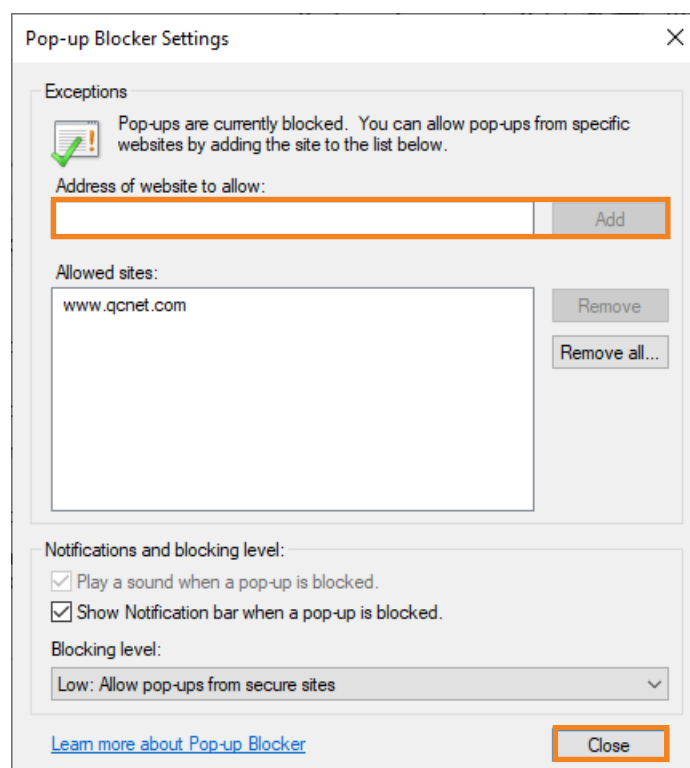
Disable any pop-up blockers in your Internet browser before you begin using the Barcode Label Generator.

For Microsoft Internet Explorer

- 1 Start Internet Explorer.
- 2 Click **Tools** and then click **Internet Options**.
- 3 Click the **Privacy** tab.
- 4 Click **Settings** if the Block pop-ups option is selected.



- 5 Type www.qcnet.com in the **Address of Web site** to allow field and click **Add**.



- 6 Click **Close** to close the Pop-up Blocker Settings dialog box.
- 7 Click **OK** to close the Internet Options dialog box.

For other Pop-up Blockers (Norton, Yahoo, Google, etc.)

Follow the manufacturer's instructions to add www.qcnet.com to the list of allowed sites.

Create Barcode Labels

Use one of the following methods to access the Barcode Label Generator:

- 1 Start an internet browser window and navigate to <https://blg.qcnet.com>.
- 2 Start an internet browser window and navigate to <https://qcnet.com>.
 - Hover over **Resources** and **Click Barcode Label Generator**.
 - The Barcode Label Generator will open in a new window.



Note: Some control products have defaults for the selections below that cannot be changed.

- 3 Select the instrument from the **Instrument** list.



Note: This field is pre-populated for certain instruments (such as Siemens ADVIA Centaur models) based on the instrument's requirements.

- 4 Select the symbology from the **Symbology** list.



Note: Code 128 is the most common and preferred symbology. Refer to the Operator Manual for your instrument for more information about compatible symbologies.

- 5 **Optional for 1D barcodes:** Show text with barcode

Select the **Show text with barcode check box** if you want to print the text contained in the barcode on the label.



Tip: The Preview field shows how the text on the barcode label will look based on the selections you make. This is helpful for reviewing the text before printing.

- 6 **Optional:** Text Before Lot

Type the text in the **Text Before Lot** field you want printed on the label before the lot number.

- 7 Select the product from the **Product** list.

- 8 Select the lot number from the **Lot** list.

- 9 **Optional:** Select the **Print Lot check box** if you want the lot information included on the label.

- 10 **Optional:** Select the control level from the **Level** list.

- 11 **Optional:** Select the **Print Level check box** if you want the lot level information included on the label.

12 Optional: Text After Lot

Type the text in the **Text After Lot** field you want printed on the label after the lot number.

13 Select the type of labels you want to print from the **Output Type** list.

The list shows the Avery product number, the layout per sheet, and the label dimensions.

Select Custom - Single Label to print a single label and type the height (inches) and width (inches) of the label in the appropriate fields.



Note: The Custom - Single Label selection is typically used for barcode label printers using continuous feed rolls of labels.

14 Are you printing a full sheet of labels?

Yes: Select the Print Full Sheet check box and go to step 17.



No: Make sure the Print Full Sheet check box is cleared and continue with step 16.



15 Select the labels for printing:



Tip: You can select any number of labels and label locations anywhere on the sheet of labels (used or unused). This saves labels and reduces costs.

- **To select a range of labels for printing:**
 - Click the toggle buttons to switch between selecting and clearing a range of labels on the sheet, column, or row.
- **To select an individual label for printing:**
 - Click a blank label to select it for printing. The label shows “Print Label” when selected.
 - Click “Print Label” to deselect it for printing. The label is blank when deselected.



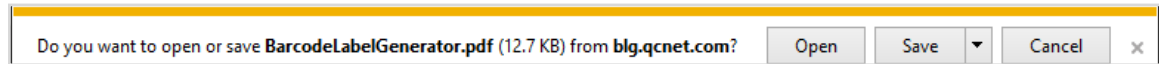
Tip: Labels selected for printing appear with the text “Print Label” on the matrix. Labels not selected for printing appear blank on the matrix.

16 Click **Generate Barcodes**.

A message appears asking for confirmation.

17 Click **OK**.

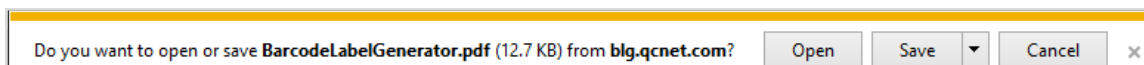
The File Download dialog box appears.



18 Continue with the appropriate section according to what you want to do:

To ...	See ...
Print barcode labels	page 13
Save barcode labels	page 14

Print Barcode Labels



- 1 Click **Open**.


The label page opens in a new window in Adobe Acrobat format.

- 2 Load the label stock into the printer.



Note: Refer to the printer manufacturer's instructions for information about properly loading the labels.

- 3 Use one of the following methods to print the labels:

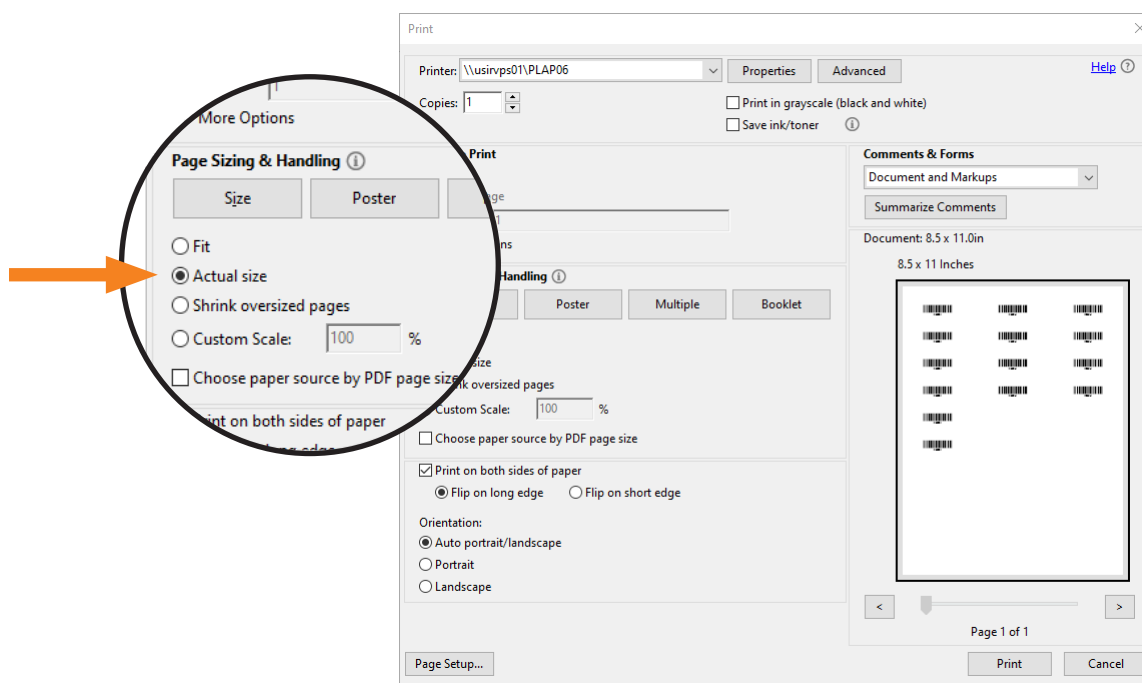
- Click  on the Adobe Acrobat toolbar, or
- Click the **File** menu and then click **Print**.

The Print dialog box appears.

- 4 Make sure **Page Sizing & Handling** is set to **Actual Size**.



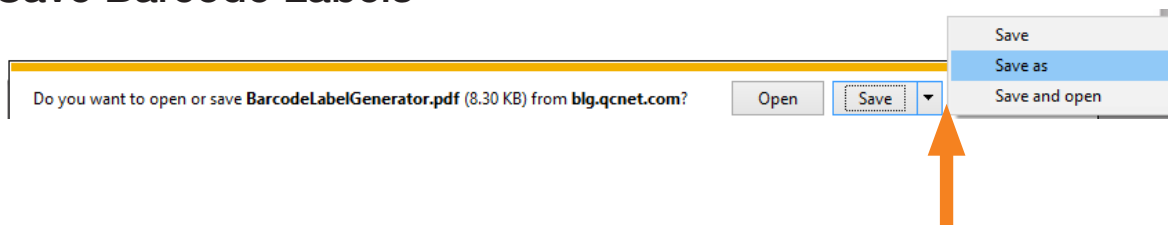
Important: Page Sizing & Handling must be set to **Actual size**.



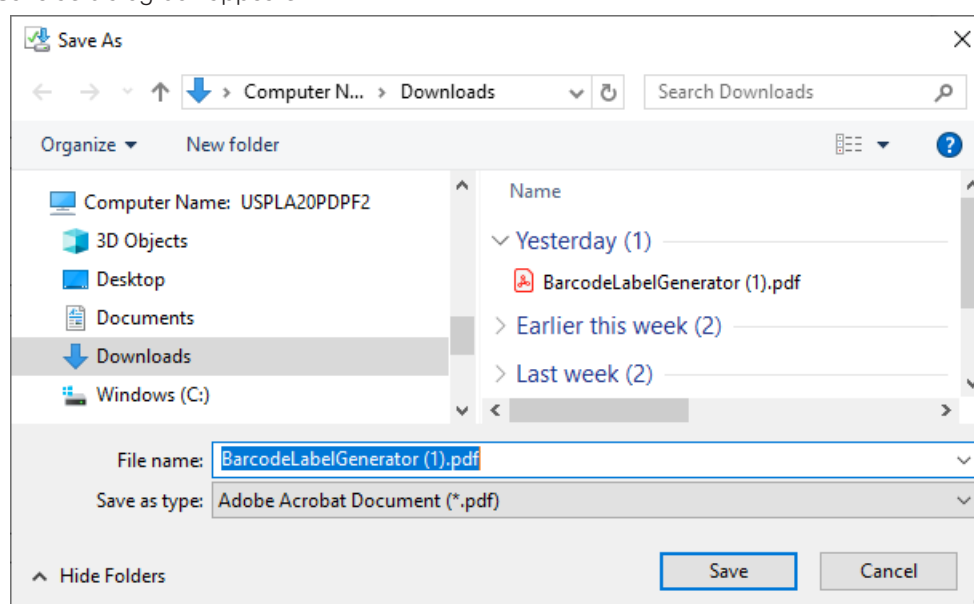
Note: Your display may look slightly different depending on the version of Adobe Reader installed.

- 5 Select the appropriate options for your printer and click **Print**.

Save Barcode Labels



- 1 To save the barcode labels for printing later, click the arrow next to **Save** and select **Save as**.
- 2 The Save as dialog box appears.



- 3 Navigate to the location where you want to save the barcode labels.
- 4 Type a name for the labels in the **File name** field.
- 5 Click **Save**.

Generate Barcode Labels for InteliQ (1D Code 128) or Compact Vial Products (2D DataMatrix) on Alinity Instruments

- 1 Select either the Abbott Alinity C or Abbott Alinity I **Instrument** from the first dropdown list.
- 2 Select the **Product**.

Note: Some fields are automatically populated to correspond with selections.

InteliQ Products

The following fields are populated automatically based on **Product** selection:

- Code 128 **Symbology**



- **Text Before Lot** (only available value is “QQQ”)
- **Text After Lot** (selection not available)

» View/Print Barcode Label Generator Quick Start Guide
» View/Print Complete Barcode Label Generator User Guide

Click ? next to the function for Help

Instrument:

Symbology: Show text with barcode ?

Text Before Lot:

Product:

Lot: Print Lot ?


Level: Print Level ?

Text After Lot:

Preview:

Output Type: Print Full Sheet ?

NOTE: Be sure to read the [Quick Start Guide](#) to ensure proper alignment of the barcodes on your label stock!

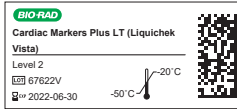
 Barcode Labels are created in PDF format which requires a PDF Reader. Click on the icon for a free download of Adobe Reader.

By using the Barcode Generator, you accept full responsibility for verifying the accuracy and suitability of the generated barcodes for your purposes. No warranty is made or implied. Please read our [Terms of Use](#).

Compact Vial Products

The following fields are populated automatically based on **Product** selection:

- 2D DataMatrix **Symbology**



- **Text Before Lot** (selection not available)
- **Text After Lot** (selection not available)

» [View/Print Barcode Label Generator Quick Start Guide](#)
» [View/Print Complete Barcode Label Generator User Guide](#)

◀ Click ? next to the function for Help

Instrument: ?

Symbology: ? Show text with barcode ?

Text Before Lot: ?

Product: ?

Lot: ? Print Lot ?


Level: ? Print Level ?

Text After Lot: ?

Preview: ?

Output Type: ? Print Full Sheet ?

NOTE: Be sure to read the [Quick Start Guide](#) to ensure proper alignment of the barcodes on your label stock!

 Barcode Labels are created in PDF format which requires a PDF Reader. Click on the icon for a free download of Adobe Reader.

By using the Barcode Generator, you accept full responsibility for verifying the accuracy and suitability of the generated barcodes for your purposes. No warranty is made or implied. Please read our [Terms of Use](#).

- 3 Select the required **Lot**.
- 4 Select the **Level**.
- 5 Verify the preview of the barcode data in the **Preview** field.

-
- 6 Select the **Output Type**.
 - Print a single label: Choose Custom – Single Label and specify the height (h) and width (w).
 - Print 60 labels: Choose 94204 – 60 Labels per sheet (1/2" x 1-3/4").

Note: Uncheck **Print Full Sheet** to toggle the rows and columns.

- 7 Click **Generate Barcode**.
- 8 Click **Start Over** to generate a new barcode label sheet.

Apply Alinity Barcode Labels

The following applies for both supplemental labels and generator labels.

- 1 Labeling should be done at ambient temperature.
- 2 Wipe the tube or vial dry prior to adhering label.
- 3 Place label over existing barcode label and/or vial label.
 - No more than 1 label should be placed over an existing barcode label.
- 4 Ensure the barcode of the existing label is completely covered by the new label.



Note: Only one tube with the same barcode label should be placed on the instrument at one time.



Note: To avoid spillage, the vial should be capped and rotated as you remove from the QC rack.

Disclaimer

By using the Barcode Label Generator, you accept full responsibility for verifying the accuracy and suitability of the generated barcodes for your purposes. No warranty is made or implied. Click the Terms of Use link on the Barcode Label Generator website to read our Terms of Use.

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