

# Smart 'n Sticky



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## Welcome to Smart 'n Sticky

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[Menu Items](#)

[The Toolbar](#)

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[Defining Label Types](#)

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# Basic Concepts



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Smart 'n Sticky is designed to be simple to learn and use, but with such advanced features as OLE Client capabilities should be able to produce almost any form of label you require.

The basic technique for producing labels is:-

- 1 Select the label type you want to use from the Labels menu. If the label type you want does not already exist you can define it and then select it.
- 2 Add objects as required to produce the design you want
- 3 Modify the properties of the objects to suit your requirement by clicking on them with the right mouse button, and
- 4 Move the objects around with the mouse or keyboard.
- 5 Save the design (if required)
- 6 Select "Printer Setup" to define the printer you want to use (otherwise Smart 'n Sticky will use the standard Windows printer, which may be suitable anyway).
- 7 Select "Print", and define the number of labels you want to print.
- 8 Go and admire your handiwork!



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## **Menu Commands:-**

***Select the Menu of interest:-***

[File Menu](#)

[Edit Menu](#)

[Layout Menu](#)

[Objects Menu](#)

[Labels Menu](#)

[Window Menu](#)

[Help Menu](#)

# File Menu Commands



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## **File Menu**

### ***New***

The New command creates a new window within the bounding frame window on which you can design a new label.

### ***Open***

The Open command loads a previously saved label design.

### ***Save***

The Save command will save the label design in the currently active window back to the same file as it was last loaded or previously saved. If Smart 'n Sticky cannot determine the filename to use then this command has the same effect as the "Save As" command below.

### ***Save As***

The Save As command allows you to specify a filename via a standard File Save dialog box. The label design in the currently active window is then saved to that file. A warning is given if the file already exists.

### ***Print***

The Print command prints the label in the currently active window. An

### **[Intermediate dialog box](#)**

is presented to allow you to specify numbers of copies and other printing parameters.

### ***Printer Setup***

The Printer Setup command allows you to select which printer to use, and how you would like it configured. Unless instructed otherwise by using this command, or by the button available on the intermediate dialog box, Smart 'n Sticky uses the default Windows printer.

### ***Exit***

Closes Smart 'n Sticky. If there are open unsaved label designs that have been modified then the appropriate warnings and options to save are presented.

# Print Dialog Box



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***Click on the area of interest for more information***



The image shows a 'Print Options' dialog box with a purple title bar. It contains several sections: 'Generate' with a text box containing '1' and radio buttons for 'Labels', 'Pages' (selected), and 'Until Data File Expires'; 'Copies' with two text boxes both containing '1' and labels 'Copies of each label' and 'Copies of each page'; 'Guides' with a checkbox for 'Print Label Edge Guide Marks' which is unchecked; and 'Skip on first page' with a text box containing '0' and the label 'Labels'. At the bottom are three buttons: 'Printer Setup', 'Cancel', and 'Ok'.

**Print Options**

**Generate**

Labels  Pages  
 Until Data File Expires

**Copies**

Copies of each label  
 Copies of each page

**Guides**

Print Label Edge Guide Marks

**Skip on first page**

Labels

Printer Setup Cancel Ok

# Edit Menu Commands



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## Edit Menu

### ***Undo***

The Undo command allows you to undo any actions you have undertaken on the currently selected object, back to the state it was when you first selected it. As soon as you deselect an object you effectively confirm the changes you have made to it and the ability to undo no longer exists. If you think you might make some major changes involving multiple objects, but would like to protect the current state of the label in case the changes prove undesirable, you should use the Mark and Revert commands.

### ***Mark***

The Mark command allows you to take a "snapshot" of the current state of the label so that if disaster strikes you can go back to the marked position with the Revert command.

### ***Revert***

The Revert command returns the label to the state it was in when you last used the "Mark" command.

### ***Cut***

The Cut command performs the action specified by the "Copy" command, explained below, and then deletes the selected object from the label.

### ***Copy***

The Copy command places data about the currently selected object on to the Windows clipboard, which can be referenced by the various "Paste" commands described below. Note that the data is in a proprietary format, and cannot be used by programs other than Smart 'n Sticky.

### ***Paste***

The Paste command places a copy of the Smart 'n Sticky object currently on the Windows Clipboard onto the current label and positions it in the centre. If there is no Smart 'n Sticky object data currently on the Windows Clipboard then this command will be unavailable.

### ***Paste Link***

The Paste Link command allows you to add to the label an OLE object which has been placed on the Windows Clipboard by an "OLE SERVER" (another program that can interact with Smart 'n Sticky via the OLE Protocol).

For more information about Object Linking and Embedding see your Windows Documentation.

### ***Paste With Position***

The Paste With Position command places a copy of the Smart 'n Sticky object currently on the Windows Clipboard onto the current label and positions it in the same relative location as it was on the label it was copied from. If there is no Smart 'n Sticky object data currently on the Windows Clipboard then this command will be unavailable.

### ***Insert Object***

The Insert Object command allows you to add an OLE Object to the label. A list of potential "OLE SERVERS" (another program that can interact with Smart 'n Sticky via the OLE Protocol) is presented for you to select from, and Smart 'n Sticky attempts to start the one you select for you to design your object. You will probably need to refer to the documentation for the other program.

### ***Paste Alignment***

The Paste Alignment command allows you to move the currently selected object such that it aligns with the position of another object that you have previously copied to the Windows Clipboard. You can choose to align the objects by their left sides, right sides, tops or bottoms.

### ***Paste Size***

The Paste Size command allows you to resize the currently selected object such that it's size will match that of another object that you have previously copied to the Windows Clipboard. You can choose to match the objects by their horizontal or vertical sizes, or both.

# Layout Menu Commands



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## **Layout Menu**

### ***Define Grid***

Allows you to specify the horizontal and vertical spacings for a grid of dots that can help you to align your objects on the label.

### ***Show Grid***

Displays the grid (a set of dots) to assist in object alignment.

### ***Snapping***

Causes an object that is moved to automatically jump to align its top left corner with the nearest grid dot above and to the left of its current position, unless it is already so positioned. Note that snapping can be switched on whether or not the grid is also displayed.

### ***Show Rulers***

This command is a toggle that alternately shows and hides the rulers that bound the top and left sides of the label. There is a small button at the intersection of the two rulers that toggles the measurement units between inches and metric. When in "inch mode" each individual division is 1/16th of an inch, with larger markers at the 1/4, 1/2 and full inch positions. In "metric mode" each division shown is 2 millimetres, with a larger marker every 10 millimetres.

### ***Lock All Object Positions***

Causes all objects currently on the label to become "locked". In the locked state an object cannot be accidentally move with the mouse. To move a locked object you must unlock it first. Note that this does not effect the locking status of objects you subsequently add to the label. New objects always start as "unlocked".

### ***Unlock All Object Positions***

Unlocks all locked objects on the label.



# Objects Menu Commands



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## Objects Menu

The objects menu provides options to add various objects to the label, modify the properties of particular objects, or delete objects from the label. All the menu items on this menu are duplicated on the toolbar, and in addition the "modify object properties" option can be invoked by clicking the right mouse button, and deleting an object can be invoked by pressing the delete key on the keyboard.

### ***Add Object Menu Items***

Select details about which object you require:-

[Text](#)

[Bitmap](#)

[Metafile](#)

[OLE Object](#)

[Graphic Square](#)

[Graphic Rectangle](#)

[Graphic Rounded Rectangle](#)

[Graphic Circle](#)

[Graphic Ellipse](#)

[Serial Number Field](#)

[Date Field](#)

[Time Field](#)

[Import Field](#)

[Input Field](#)

[Clipboard Text Field](#)

### ***Modify Properties***

Presents a pop-up menu adjacent to the currently selected object which allows the specification of various attributes of the object, such as font, color etc. Clicking on the object with the right mouse button also presents the pop-up menu.

### ***Delete Object***

Deletes the currently selected object. Note that you don't get a warning!

# Text Field



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A text field is simply an object that prints the specified text

Once you have your Text Field on the label you can click on it with the right mouse button which will bring up a pop-up menu which allows the following manipulations:-

[Change Text](#)

[Justification](#)

[Orientation](#)

[Change Font](#)

[Text Color](#)

[Background Color](#)

[Autosize Width](#)

[Autosize Height](#)

[Size Frame to Hold Text](#)

[Align Horizontally](#)

[Align Vertically](#)

[Bring to Front](#)

[Send to Back](#)

[Lock Object Position](#)

# Change Text



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Allows you to specify the text that is to appear. To specify new lines you need to use the CTRL key in association with the Enter key, otherwise the dialog closes as if the OK button had been pressed.

# Justification



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Allows you to specify whether you want the text left-justified, centred, or right-justified within the object frame.

# Orientation



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Allows you to specify whether you want the text at

- 0 degrees - i.e. "normal"
- 180 degrees - i.e. "upside down"
- 90 degrees - i.e. with the top of the text to the left
- 270 degrees - i.e. with the top of the text to the right

Note that multi-line text objects are not supported in orientations other than 0 degrees.

# Change Font



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Allows you to select the font and font attributes for the currently selected object from a standard Windows font selection dialog.

## Text Color



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Allows you to specify the desired text color for the currently selected object by way of a standard Windows color selection dialog.

# Background Color



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Allows you to specify the color for the background of the currently selected object via a standard Windows color selection dialog.



# Autosize Width



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Allows you to specify one of four particular widths for the currently selected object.

- 1/1 Label - i.e. the total width of the label.
- 1/2 Label - i.e. half the width of the current label.
- 1/3 Label - i.e. one-third the width of the current label.
- 1/4 Label - i.e. one-quarter the width of the current label.

# Autosize Height



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Allows you to specify one of four particular heights for the currently selected object.

- 1/1 Label - i.e. the total height of the label.
- 1/2 Label - i.e. half the height of the current label.
- 1/3 Label - i.e. one-third the height of the current label.
- 1/4 Label - i.e. one-quarter the height of the current label.

## Size Frame to Hold Text



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Causes the bounding frame to resize itself such that it is just large enough to hold the current text.

# Align Horizontally



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Allows you to move the object to a particular place on the label:-

- Left - Aligns the left edge of the object with the left edge of the label.
- Center - Centers the object horizontally within the label.
- Right - Aligns the right edge of the object with the right edge of the label

# Align Vertically



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Allows you to move the object to a particular place on the label:-

- Top - Aligns the top of the object with the top of the label
- Centre - Centers the object vertically within the label.
- Bottom - Aligns the bottom of the object with the bottom of the label.

# Bring to Front



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Positions the selected object in front of all the other objects on the label.

## Send to Back



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Positions the selected object "behind" all the other objects on the label.

# Lock Object Position



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Locks or Unlocks the selected object.

Locking an object prevents it from being accidentally moved with the mouse. To move the object with the mouse you must unlock it first.



# Bitmap



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Places a standard Windows Bitmap (an \*.BMP file) on the label. Note that the bitmap itself is not held by Smart 'n Sticky, only a reference to the location of the file from which it can be loaded. If you move the file Smart 'n Sticky will not be able to find it!

If you want to use resize images we would recommend that you use Windows Metafiles (\*.WMF) which can resize without becoming "jagged".

Once you have your bitmap on the label you can click on it with the right mouse button which will bring up a pop-up menu which allows the following manipulations:-

[Original Aspect Ratio](#)

[Autosize Width](#)

[Autosize Height](#)

[Align Horizontally](#)

[Align Vertically](#)

[Bring to Front](#)

[Send to Back](#)

[Lock Object Position](#)

The name and path of the bitmap file is also detailed at the bottom of the pop-up menu.

## Original Aspect Ratio



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Metafiles can be resized and reshaped to almost any degree, but usually come supplied in reasonable "proportions". If you resize the Metafile object and the proportions are no longer correct this option will resize the vertical aspect of the metafile to restore the original aspect ratio.

# Metafile



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Places a standard Windows Metafile (an \*.WMF file) on the label. Note that the Metafile itself is not held by Smart 'n Sticky, only a reference to the location of the file from which it can be loaded. If you move the file Smart 'n Sticky will not be able to find it!

Once you have your metafile on the label you can click on it with the right mouse button which will bring up a pop-up menu which allows the following manipulations:-

[Original Aspect Ratio](#)

[Autosize Width](#)

[Autosize Height](#)

[Align Horizontally](#)

[Align Vertically](#)

[Bring to Front](#)

[Send to Back](#)

[Lock Object Position](#)

The name and path of the Metafile file is also detailed at the bottom of the pop-up menu.

# OLE Object



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Places an OLE Object on the label. The data to recreate the OLE object and to pass back to the OLE Server if further modifications are required is held by Smart 'n Sticky.

The visual presentation of the object is determined entirely by the OLE Server.

Double-clicking on the OLE Object will re-activate the server that created it. Note that if you move a label design to an alternative machine the same OLE server must be present to enable the object to be edited. The OLE Server does not necessarily need to be present to allow the object to be displayed, re-sized or printed however.

[Activate OLE Object](#)

[OLE Servers Current Aspect Ratio](#)

[OLE Servers Current Size Specification](#)

[Align Horizontally](#)

[Align Vertically](#)

[Bring to Front](#)

[Send to Back](#)

[Lock Object Position](#)

# Activate OLE Object



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Activates the Server that created the OLE object, to allow further editing/design to take place. You usually select an "Update" command in the OLE Server to update the object in Smart 'n Sticky.

## OLE Servers Current Aspect Ratio



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Causes the object's vertical size to change such that the aspect ratio of the object matches the aspect ratio of the Object currently held in the OLE Server.

# OLE Servers Current Size Specification



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Resizes the object to the size specification of the object currently held by the OLE Server.

# Graphic Square



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A square, with a particular fill color and border color and width.

When you resize a square and release the mouse:-

- If you are increasing the overall area then the smaller side will grow to the size of the longer side.
- If you are decreasing the overall area then the longer side will shrink to the size of the smaller side.

Once you have your square on the label you can click on it with the right mouse button which will bring up a pop-up menu which allows the following manipulations:-

[Border Color](#)

[Border Width](#)

[Fill Color](#)

[Autosize Width](#)

[Autosize Height](#)

[Align Horizontally](#)

[Align Vertically](#)

[Bring to Front](#)

[Send to Back](#)

[Lock Object Position](#)



## Border Color



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Allows you to specify the color for the border of the currently selected object via a standard Windows color selection dialog.

## Border Width



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Allows you to specify the width of the border of the currently selected object via a dialog box.

## Fill Color



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Allows you to specify the color for the fill ("the middle") of the currently selected object via a standard Windows color selection dialog.

# Graphic Rectangle



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A rectangle, with a particular fill color and border color and width.

Once you have your rounded rectangle on the label you can click on it with the right mouse button which will bring up a pop-up menu which allows the following manipulations:-

[Border Color](#)

[Border Width](#)

[Fill Color](#)

[Autosize Width](#)

[Autosize Height](#)

[Align Horizontally](#)

[Align Vertically](#)

[Bring to Front](#)

[Send to Back](#)

[Lock Object Position](#)

# Graphic Rounded Rectangle



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A rectangle with rounded ends, with a particular fill color and border color and width.

Once you have your rounded rectangle on the label you can click on it with the right mouse button which will bring up a pop-up menu which allows the following manipulations:-

[Border Color](#)

[Border Width](#)

[Fill Color](#)

[Autosize Width](#)

[Autosize Height](#)

[Align Horizontally](#)

[Align Vertically](#)

[Bring to Front](#)

[Send to Back](#)

[Lock Object Position](#)

# Graphic Circle



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A circle, with a particular fill color and border color and width.

A circle is basically an ellipse that is constrained to always have a square bounding rectangle. When you resize a circle and release the mouse:-

- If you are increasing the overall area then the smaller side will grow to the size of the longer side.
- If you are decreasing the overall area then the longer side will shrink to the size of the smaller side.

Once you have your circle on the label you can click on it with the right mouse button which will bring up a pop-up menu which allows the following manipulations:-

[Border Color](#)

[Border Width](#)

[Fill Color](#)

[Autosize Width](#)

[Autosize Height](#)

[Align Horizontally](#)

[Align Vertically](#)

[Bring to Front](#)

[Send to Back](#)

[Lock Object Position](#)

# Graphic Ellipse



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An ellipse, with a particular fill color and border color and width.

Once you have your ellipse on the label you can click on it with the right mouse button which will bring up a pop-up menu which allows the following manipulations:-

[Border Color](#)

[Border Width](#)

[Fill Color](#)

[Autosize Width](#)

[Autosize Height](#)

[Align Horizontally](#)

[Align Vertically](#)

[Bring to Front](#)

[Send to Back](#)

[Lock Object Position](#)

# Serial Number Field



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A Serial Number Field is a form of text object that prints ascending serial numbers when the labels are printed. Note that you will have to allow space for the longest serial number you expect to generate. Note also that when a label containing a serial number is printed and the number increments the label design is considered to have changed and you will get a warning requesting you to save it when you attempt to close.

Once you have your Serial Number field on the label you click on it with the right mouse button which will bring up a pop-up menu which allows the following manipulations:-

[Change Serial Number Style](#)

[Justification](#)

[Orientation](#)

[Change Font](#)

[Text Color](#)

[Background Color](#)

[Autosize Width](#)

[Autosize Height](#)

[Align Horizontally](#)

[Align Vertically](#)

[Bring to Front](#)

[Send to Back](#)

[Lock Object Position](#)



# Change Serial Number Style



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Presents a dialog box where you can specify the starting serial number, number of digits required, and whether to include leading zeros.

# Date Field



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A date field is a form of text object that prints the actual date when the label is printed. Note that if you configure the date object to include the name of the month you will have to allow for the fact that "September" is a considerably longer piece of text than say "May"!

Once you have your date field on the label you click on it with the right mouse button which will bring up a pop-up menu which allows the following manipulations:-

[Date Style](#)

[Justification](#)

[Orientation](#)

[Change Font](#)

[Text Color](#)

[Background Color](#)

[Autosize Width](#)

[Autosize Height](#)

[Align Horizontally](#)

[Align Vertically](#)

[Bring to Front](#)

[Send to Back](#)

[Lock Object Position](#)

## Date Style



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Presents a dialog box that allows you to specify the format you want the date to appear in.

# Time Field



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A Time field is a form of text object that prints the actual time when the label is printed. Depending on how you configure the format of the time you may need to consider the largest possible time that could be printed. For example, with a 24 hour clock without leading 0's the hours after 9AM have an extra digit.

Once you have your time field on the label you click on it with the right mouse button which will bring up a pop-up menu which allows the following manipulations:-

[Time Style](#)

[Justification](#)

[Orientation](#)

[Change Font](#)

[Text Color](#)

[Background Color](#)

[Autosize Width](#)

[Autosize Height](#)

[Align Horizontally](#)

[Align Vertically](#)

[Bring to Front](#)

[Send to Back](#)

[Lock Object Position](#)

## Time Style



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Presents a dialog box where you can specify the format the time is to appear in, i.e. with/without AM/PM legends and so on.

# Import Field



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An import field is a field that determines its textual content at run time from the content of a particular "field" of a particular external file, either an "ASCII Delimited Text" file (also often known as a mail-merge file, as produced by Smart Address's Export command), or a DBASE database file.

When you first place your import field on the label you will be presented with a dialog box where you can specify the file and field you wish to use. Click on the jump below for more information:-

## [Import Dialog Box](#)

Once you have your import field on the label you can click on it with the right mouse button which will bring up a pop-up menu which allows the following manipulations:-

### [Define Import File and Field Number](#)

[Justification](#)

[Orientation](#)

[Change Font](#)

[Text Color](#)

[Background Color](#)

[Autosize Width](#)

[Autosize Height](#)

[Size Frame to Hold Text](#)

[Align Horizontally](#)

[Align Vertically](#)

[Bring to Front](#)

[Send To Back](#)

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# Define Import File and Field Number



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The following dialog box is presented to allow specification of the field number, file name and attributes of the import file to be used. Click on the area of interest.

**Import Field Definition**

Import File Name (Leave blank to specify at print time) Clear

Browse

Import File Type

ASCII  DBASE

Field (1-999)  Point&Shoot

ASCII Import Options

Separator

"Quotes"

Ignore first record

Cancel Ok

# Input Field



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An Input field is a form of text object that causes a dialog box to appear when the label prints which enables you to type in the text required at print time. You can have up to 10 input fields on a label. Whatever you type into the dialog box at print time will appear on all the labels.

Once you have your Input field on the label you click on it with the right mouse button which will bring up a pop-up menu which allows the following manipulations:-

[Change Common Field Identifier](#)

[Justification](#)

[Orientation](#)

[Change Font](#)

[Text Color](#)

[Background Color](#)

[Autosize Width](#)

[Autosize Height](#)

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## Change Common Field Identifier



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Presents a dialog box that allows you to specify some meaningful text which will appear in the dialog box that is presented at print time requesting the text for the field. This text also appears on the label on-screen, although not of course on the printed label where it is replaced with your input at print-time.

# Clipboard Text Field



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A Clipboard Text Field is a form of text object that prints the textual content of the Windows Clipboard (if any) when the label is printed. Note that you need to be sure that the field is large enough for whatever is the largest piece of text you will arrange to be on the Windows Clipboard when the label is printed.

Once you have your clipboard field on the label you can click on it with the right mouse button which will bring up a pop-up menu which allows the following manipulations:-

[Justification](#)

[Orientation](#)

[Change Font](#)

[Text Color](#)

[Background Color](#)

[Autosize Width](#)

[Autosize Height](#)

[Align Horizontally](#)

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# Labels Menu Commands



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## **Labels Menu**

The labels menu allows you to define, modify and delete definitions of different labels, and select the label you want to use in the current window. Note that new windows always start with the label definition you last selected.

### ***Select Label Type***

Presents a dialog box that allows you to select which label type to use for your current design. Note that if you select a new, smaller label type when you already have objects on the label then some objects may disappear from view. In this case, select a large label, move the objects to the top left hand corner, and then select the smaller label.

### ***Add Label Definition***

Presents a dialog box which allows you to add the definition (measurements etc.) of a new type of label. The fields of the dialog box are explained in the

[Label Definitions Dialog Box](#)

topic.

### ***Modify Label Definition***

Presents a dialog box which allows you to modify the definition (measurements etc.) of an existing label type. The fields of the dialog box are explained in the

[Label Definitions Dialog Box](#)

### ***Delete Label Definition***

Presents a dialog box which allows you to delete a label definition.

# Label Definitions Dialog Box



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Click on the area of interest for an explanation.

**Define New Label Type**

Label Name:

**Label Definition:**

Labels Across:	<input type="text" value="1"/>	Labels Down:	<input type="text" value="1"/>
Label Width:	<input type="text" value="100"/>	Label Height:	<input type="text" value="100"/>
Top Margin:	<input type="text" value="5"/>	Left Margin:	<input type="text" value="5"/>
Horizontal gap:	<input type="text" value="0"/>	Vertical gap:	<input type="text" value="0"/>

Measurement Units:  Millimetres  Inches

Notes:

Buttons: **OK**, **Cancel**

# Window Menu Commands



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## **Window Menu**

The window menu provides the standard commands for managing the windows in an MDI application. For more information see your Windows documentation.

### ***Cascade***

Arranges the child windows in a cascading fashion.

### ***Tile***

Arranges the child windows in a tiled fashion (i.e. so none overlap), with priority being given to a side-by-side arrangement if possible.

### ***Tile on Top***

Arranges the child windows in a tiled fashion (i.e. so none overlap), with priority being given to a one-above-the-other arrangement if possible.

### ***Arrange Icons***

Arranges any icons (representing minimised child windows) neatly along the bottom of the bounding client window.

# Help Menu Commands



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## **Help Menu**

### ***Index***

Jumps to the Contents Topic of this Help File.

### ***Using Help***

Jumps to Help on using Windows Help itself.

### ***About***

Displays the About Dialog.

### ***Order Form***

Jumps to an order form to purchase a full copy of Smart 'n Sticky.

### ***Other Products***

Gives details of some of the other products in the Smart.... range, and where to obtain evaluation copies of them.

### ***Support and Upgrade Information***

Gives details of how to obtain support for Smart 'n Sticky, and details our upgrade policy.

**PLEASE READ THIS SECTION - IT CONTAINS IMPORTANT INFORMATION**

### ***Enable/Disable Workspace Graphics***























This command allows you to turn off or on the graphic that it presented in the background of the MDI Client Window (refer to your Windows documentation for an explanation), according to preference.

# The Toolbar

The toolbar duplicates the functionality of the most often used menu items.

Click on the toolbar button of interest for further information.

## ***The toolbar buttons:-***

-  Start a new label design
-  Open an existing label design
-  Save the label design in the current window
-  Undo to the position when the current object was last selected
-  Print the label design in the current window
-  Add a text object
-  Add a Windows Bitmap (\*.bmp file)
-  Add an OLE object
-  Add a Windows Metafile (\*.wmf file)
-  Add an item imported from an external ASCII delimited file or DBASE database
-  Add an Input object
-  Add a Serial number object
-  Add a Date object
-  Add a Time object
-  Add a Square
-  Add a Rectangle
-  Add a Rounded Rectangle
-  Add a Circle
-  Add an Ellipse
-  Add a Clipboard Text object
-  Modify the properties of the currently selected object
-  Delete the currently selected object

# The Keyboard



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You can use the keyboard both to move objects and to resize them.

## ***Moving Objects***

Simply use the cluster of cursor control "arrow" keys.

## ***Sizing Objects***

Hold the SHIFT key while using the cursor control keys.



# Object Types



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***Click on the object type of interest.***



Text object



Windows Bitmap (\*.bmp file)



OLE object



Windows Metafile (\*.wmf file)



Import object from an external ASCII delimited file or DBASE database



Input object



Serial number object



Date object



Time object



Square



Rectangle



Rounded Rectangle



Circle



Ellipse



Clipboard Text object

# Common Questions and Answers



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## **Q: How do I make it print a single label on my Dot-Matrix printer?**

A: In order to make this work (which is not possible with all dot-matrix printers) a basic understanding of how printing works in Windows is required.

Windows Applications always print a page at a time, unlike DOS applications which can be persuaded to print a line at a time if required. If you want to print a single label at a time then you have to define the label type as having one label down on each page. Smart 'n Sticky will then print a single label and send an "end-of-page" message to Windows which will print and eject the page.

This may get you your single label, but you may then find that the printer ejects far too long a stream of labels, often about the length of a standard sheet of paper. This is because either your printer's hardware or the printer driver thinks that a standard sheet of paper is in use, and when told to eject the page that's how much paper it ejects!

To solve this it is necessary to configure your printer so that it thinks the length of a page is the equivalent of the height of a single label. You will either be able to do this from the Printer Driver (accessed via the PRINT SETUP menu item, then press the SETUP button, or from the Windows Control Panel), and you may also have to modify some dip-switches inside your printer. For this you will have to consult your printer's manual. However, be warned that not all dot-matrix printer/printer driver combinations can be configured this way, and if you find this to be the case there is little you can do.

## **Q: I'm getting a General Protection Fault when printing - what should I do?**

A: The first thing to determine is if this is a driver problem. If it is there is little we are going to be able to do about it except suggest you get new drivers.

Both your video drivers and printer drivers can be involved here. The first thing to determine is in which module the GPF occurs, which is detailed in the box that comes up detailing the GPF. If it is in GDI.EXE or USER.EXE or in a module that ends with .DRV then it is almost certainly a driver problem. You may be able to determine from the name of the .DRV module whether it is a printer or video driver involved. If it appears to be a video driver (these often have names like 1024\_768.DRV or VIPERVLB.DRV or similar) then you could try changing to the standard Microsoft (S)VGA drivers (use Windows Setup for this). If the problem goes away it is time to contact your Video Card or PC Manufacturer and ask for updated drivers. If it appears to be a Printer Driver problem then contact the printer manufacturer.

If the problem is a GPF in module SMARTSTK.EXE then note down the address and the exact sequence of events that cause it and contact us for advice. We will probably ask you to send in a disk containing the label you are trying to print.

## **Q: I'm having trouble getting OLE object sizes right.**

Then you are probably using Paintbrush as your OLE Server! We think the way Paintbrush works is stupid. When it starts as an OLE server it uses an image size the same as the image size it last used. If this is too large and you draw in the corner then the object in Smart 'n Sticky appears just in the corner of the object frame. If you try to correct this by changing the image attributes (i.e. size) in Paintbrush, then Paintbrush instantly disconnects from being an OLE Server, quite why we have no

idea.

The solution is to run Paintbrush independently, change the image attributes to an appropriate size for your OLE object, then close Paintbrush. When you then insert a Paintbrush OLE Object in Smart 'n Sticky, Paintbrush will start with sensible image attributes in the first place.

Fortunately most OLE Servers like type manipulation tools and such are more sensible than this!

# If you have printing problems



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## **Introduction**

The vast majority of printing problems are caused by a defective "printer driver". It is the printer driver's responsibility to translate the drawing instructions issued by Smart 'n Sticky into the required commands for the particular printer you are using. Printer drivers are usually provided by the printer manufacturer.

Printer manufacturers are constantly issuing new printer drivers to enhance the printer's performance and often to fix bugs. Also consider that just because the printer is new it doesn't mean you have the latest bug-fixed drivers - it may have been sitting in a warehouse for months, and the driver disk may have been manufactured even earlier!

There are also some circumstances when the video driver gets involved in the process, and that can be a source of problems as well. When Windows asks the printer driver to produce some text or graphics, the printer driver may respond that it doesn't know how to do it. In that case Windows asks the video driver to assist in emulating the required functionality, and if the video driver doesn't perform correctly then the printout will be incorrect.

## **Symptoms**

Most printer driver problems show up as bits of text or graphics "missing", or sometimes as a General Protection Fault in the driver (often the module has a .DRV extension in the error message) or sometimes in GDI.EXE.

The only video driver problems we have seen so far resulted in bitmaps printing out as totally gray or black squares rather than the correct half-tones.

## **Resolution**

If you are suffering printing problems make sure you have the latest printer and video drivers for your equipment. It is more likely to be the printer drivers. Contact the manufacturers of the printer, or where you purchased it from, and ask what the latest drivers are. If there are newer ones they should supply them free, together with installation instructions.

Many manufacturers also provide electronic means of getting updated drivers, either via a BBS, or CompuServe, or a site on the Internet. Where we know of a good source it is noted below.

## **Specific problems we know about**

### **Early HP LaserJet 4 Printer Drivers**

Early versions of the driver seemed to cause incorrect "clipping" and parts of text would be missing. This is resolved with the latest drivers.

HP drivers can be obtained on CompuServe, and from [www.hp.com](http://www.hp.com) on the Internet.

### **Genoa Graphics Cards**

Can in some circumstances cause bitmaps to come out all grey. Reverting to the Microsoft Generic (S)VGA drivers will resolve this problem.



# Limited Evaluation Licence



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In no event will Oakley Data Services or any of its agents, or assigns, or any organisation distributing Smart 'n Sticky on its behalf be liable for direct, indirect, special, incidental, or consequential damages arising out of the use of, or inability to use the program.

All trademarks are acknowledged.

## Ordering



Select the "Order Form" button on the reminder screen, or from the "Help" menu, for phone numbers and addresses.

You can purchase your full copy of Smart 'n Sticky by Phone, Fax, Mail or E-Mail. If you have a CompuServe account you can also order via the SWREG service.

### **Printing an Order Form**

You can access an order form if you wish to register by Fax, Mail or E-Mail by pressing the 'Order Form' button on the reminder screen, or from the "Help" drop down menu. The order form shows the current registration fees and addresses and phone numbers.

### **Multiple Copy Licences**

Ordering a single copy of Smart 'n Sticky allows you to use it on a single PC, and to make back-up copies for security purposes. It does not permit installation on more than 1 PC at the same time, or use on multiple workstations connected to a network.

However, we do offer extremely attractive discounts for multiple-copy licences, allowing you to make Smart 'n Sticky an integral part of your network, site or corporation. Please contact us for details.

### **Please let us know which version you currently have**

If you order by phone, please let us know which version of the program you currently have (shown as R1.1 or similar on the program caption). This helps us greatly to determine how effective our distribution methods are. If you use the order form the version number is already pre-printed on it.

# Upgrade Policy and Getting Support



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## ***Upgrade Policy***

The code (.EXE file) for the registered and unregistered versions of the program are identical, and it is the presence of a file SMTSTK1X.DLL that is supplied with the registered version that causes the program to behave in a registered fashion. The presence of the DLL will also cause any further versions of Smart 'n Sticky that still bear the 1.x release number to behave as registered versions, wherever you obtain them from. Versions that bear the 1.x release number will generally be for minor enhancements and bug-fixes. Any release containing major new functionality will bear the release number 2.x, and an upgrade fee will probably be chargeable.

We will make new versions of Smart 'n Sticky available via the usual sources, on-line on services such as CompuServe, CIX and the Internet and via disk vendors, cover disks and CD's.

The prime locations for new releases are our support section on CompuServe, section 4 of the UKSHARE forum (the latest versions of all our products are available in Library 4), and at <http://www.smartcode.com> and <ftp://ftp.smartcode.com> on the Internet.

If you do acquire a newer version of Smart 'n Sticky simply ensure that the SMTSTK1X.DLL file you got when you registered is either in the directory that the Smart 'n Sticky program is in, or is in your WINDOWS directory.

## ***Getting Support***

For support, please contact the agent you purchased the program from (you can obtain contact information by selecting the "Order Form" item from the "Help" menu.

Alternatively you can ask in our support areas on various On-line Services:-

[On CompuServe - GO UKSHARE section 4.](#)

[On the Internet - via the World Wide Web at http://www.smartcode.com](http://www.smartcode.com)

[On CIX - join the "oakley" conference.](#)

**But before you reach for the phone, please make sure you have looked through this Help File first. If you have a question that this Help File doesn't answer, or are reporting what appears to be a bug then we will be pleased to hear from you. But if it is a question that is answered in this Help file then all we will do is point you to the relevant section, and you will just get an answer a little bit slower. This is not meant to be awkward, but we try to keep our costs down to allow us to produce this high quality software at value-for-money prices, and answering support calls is an expensive undertaking. After all, some of the major software companies either charge for support or provide it on premium-price phone numbers. We don't want to have to do that.**

This program is authored by:-

Oakley Data Services,



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# Determining what gets printed



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Smart 'n Sticky uses the following logic to determine what gets printed:-

- 1 Instruct the printer to driver to generate the number of copies of each page specified by the user.
- 2 Set the quantity of labels to generate equal to the number to generate specified by the user.
- 3 If the quantity is "labels" and the quantity of labels left to print has reduced to 0 then stop printing.
- 4 If the quantity is "pages" and we have just performed a page throw and the number of pages left to print has reduced to 0 then stop.
- 5 If we are importing from a file and the file has expired then stop.
- 6 Generate the next label.
- 7 Print the generated label the number of times specified as the "copies for each label" in the dialog box. Perform a page throw if necessary.
- 8 Back to step 3.

*This area allows you to define the import file that is to be used. You can specify this at label design time if you always intend to use the same file. In this case you can use the "browse" button to locate it.*

*Alternatively you can leave this field blank to specify the file to use at print time.*

*Note that only one file can be defined as an import file for a single label design, and the filename definition is in fact shared by all the input fields on the label. You cannot use two files concurrently. The last definition takes precedence.*

*This field defines the type of import file, either "Comma Delimited ASCII" or DBASE.*

*Comma Delimited ASCII is also sometimes known as "Mail Merge", or "Delimited ASCII Text" or "Comma Separated Values", or "CSV" format. Most Database packages and a lot of other sorts of packages can generate files in this format.*

*DBASE format files are used by a lot of popular database packages.*

*This area defines the field number within each record that you want to be used for this field on the label.*

*Field numbers are counted starting from 1.*

*If you have a filename of an existing file in the filename box you can press the "Point & Shoot" button to display the content of the first record in the file and then select the required field. The Edit box will then update with the appropriate field number automatically.*

*If the Import File Type is "ASCII" then this section defines the characters that separate each field in the record, and the character used as Quotation marks that surround each record and will be stripped off before printing.*

*You can also specify that the first record in the file (which is sometimes a "header" containing the field names) be ignored.*

*If the import file is a DBASE file then entries in this section are ignored.*

*The OK button accepts your changes, the Cancel button cancels them.*

*When defining a new label this area allows you to specify the name of the Label. Names must be unique. When modifying an existing labels this is a drop-down list that allows you to select from pre-existing label definitions.*



*Specifies the number of labels horizontally across the page.*

*Specifies the number of labels vertically down the page.*

*Specifies the Width of an individual label.*

*Specifies the Height of an individual label.*

*Specifies the distance from the top of the page to the top of the first label. Note that the first label could actually be closer to the top of the page than your printer is physically capable of printing. Most lasers have a top margin of around 7mm. In that case there isn't really much you can do except not have detail too close to the top of your label design.*

*Specifies the distance from the left of the page to the left side of the first label. Note that the first label could actually be closer to the left of the page than your printer is physically capable of printing. Most lasers have a left and right margin of around 5mm. In that case there isn't really much you can do except not have detail too close to the left/right of your label design.*

*Specifies the horizontal spacing between labels.*

*Specifies the vertical gap between labels. This is often 0.*



*Allows you to select between Imperial and Metric units. Note that if you flick from one to the other repeatedly you may introduce slight rounding errors. It is best to start with the measurement units you intend to continue with.*

*A free-form area for your own notes about this particular label definition.*

*Accepts any changes you may have made and updates the label definition database.*

*Cancel any updating that may have occurred. The label definition database is not updated.*

*This area of the dialog box determines how many labels Smart 'n Sticky will generate. It works in conjunction with the "Copies" group of controls to determine exactly how many labels/sheets/copies of each label are produced. You can choose to specify either the number of labels that should be printed, or the number of complete pages, or (only if there are any import objects on the label) you can specify that printing continues until there are no more records in the import data file. For a complete explanation see the topic*

[Determining what gets printed](#)

*This section determines how many copies of each label that Smart'n Sticky generated will be printed, and how many copies of each page will be printed. Note that Smart 'n Sticky does not generate the multiple pages itself, but merely tells the printer/printer driver to do so.*

*For a complete explanation of the logic behind what gets printed see the topic*

[Determining what gets printed](#)

*This section tells Smart'n Sticky how many labels to skip on the first page, and allows re-use of partial sheets of labels. Be careful though if you select multiple copies of each page - the same skipping will occur on each page!*

*Invokes the printer's setup dialog.*



*Cancel's printing.*

*Commences printing.*

*Allows you to print a rectangular guide around where Smart 'n Sticky believes the label will be on the page. This can be very useful for checking alignment when defining a new type of label. It can also show whether your printer can physically print as close to the edge of the paper as the edges of the labels are (they often can't!).*

# Order Form - Smart 'n Sticky R1



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CIS: 74774,1347

You can print this order form by using the "Print Topic" option from the "File" menu.

You will receive:-

- A licenced copy of the latest version of Release 1 of Smart 'n Sticky, without the reminder screens. Whilst we always try to ship as quickly as we can, by Air Mail if outside the UK, please allow 21 days for delivery.
- Shareware versions of some of our other software, including at least SmartCat Plus - the premier Windows File Cataloger, Smart Address - a very sophisticated Address Management package which is the ideal accompaniment to Smart 'n Sticky, SmartSum - a sophisticated Windows emulation of a Printing Calculator which can actually speak the numbers as you say them, plus whatever else we have that will fit on the disk.

We can accept your order by mail, E-mail, Fax or Phone. You can also register single copies via the Compuserve SWREG service (GO SWREG). Unless otherwise requested we ship a 3.5" disk.

We also offer considerable discounts for multi-copy licences for use across networks, across sites or across corporations. Please contact us for details on +44 (0)1270 759739.

## Send your order to:-

Oakley Data Services,  
3 Oakley Close,  
Sandbach,  
Cheshire CW11 9RQ,  
England.

Please send me \_\_\_ registered copy(s) of Smart 'n Sticky.

## Price :- £23.50 Pounds Sterling.

(In the EEC this is made up of 20.00 Pounds, plus VAT @17.5%, no charge for shipping. In the rest of the world this is made up of 20.00 Pounds, plus 3.50 Pounds Air-Mail Shipping + Handling).

(As of January 1995 the exchange rate was approximately 1.55 U.S. Dollars to 1.0 Pound Sterling. When we charge your credit card the card company will convert the cost to your local currency at the rate then prevailing and the sum will appear on your bill in your local currency.)

**Total Price :** .....

I enclose a cheque / wish to pay by MasterCard / Visa / Amex (delete as applicable)

**(Note: We can only accept cheques payable in the UK drawn in Sterling.)**

## Credit Card Details:-

Name as on card:-

Card Number:-

Expiry Date:-

***Please send the registered version to:-***

Name:

Address:

Post/Zip Code:

Day Time Tel. No.

***You can also contact us by:-***

Phone: +44 (0)1270 759739; FAX: +44 (0)1270 765272; Compuserve: 74774,1347  
Internet: 74774.1347@compuserve.com , or via the World-Wide-Web at <http://www.smartcode.com> ,  
or via Section 4 of the UKSHARE forum on Compuserve.

It would also help us if you could tell us where you got Smart 'n Sticky from:-

And any suggestions you have for enhancements:-

# Order Form - Smart 'n Sticky R1



Call 801 295-1890  
Fax 801 299-1781

You can print this order form by using the "Print Topic" option from the "File" menu.

We can accept your order by mail, E-mail, Fax or Phone. Unless otherwise requested we ship a 3.5" disk containing a licensed copy of the latest version of Smart 'n Sticky R1.

We also offer considerable discounts for multi-copy licences for use across networks, across sites or across corporations. Please contact us for details at 801 295 1890.

## Send your order to:-

Insight Software Solutions  
P.O. Box 354,  
Bountiful, UT 84011-0354

Or Call 801 295-1890  
Or Fax 801 299-1781  
Or CompuServe: 71672,3464

## Please send me \_\_ licensed copy(s) of Smart 'n Sticky R1.

Price Per Copy:-

Price	\$34.00
Utah Residents add Sales Tax	\$ 2.08
Shipping by First Class Mail	\$ 3.00
--- or ---	
Priority or Int'l shipping	\$ 5.00
-----	-----
Total	\$
-----	-----

## All Prices are in US Dollars.

I enclose a check / wish to pay by MasterCard / Visa / Amex (delete as applicable)

## Credit Card Details:-

Name as on card:-

Card Number:-

Expiry Date:-

## Please send the registered version to:-

Name:

Address:

Telephone Number.

**It would also help us if you could tell us where you got Smart 'n Sticky from:-**

**And any suggestions you have for enhancements:-**





