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## Barcode Generator Plug-In

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## 1.0 Introduction

The "AutoCount Barcode Generator Plugin Guide" provides a comprehensive introduction to the Barcode Generator, a tool used to create barcodes for various purposes such as product identification, logistics, inventory management, and procurement. The guide covers the installation process, access rights setup, barcode generation, adding barcode numbers to items, and quick printing of barcodes. It outlines the steps to install the plugin, set up access rights, generate barcodes, and print them quickly. The guide is a useful resource for individuals or businesses looking to implement a barcode system for their operations.



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## 2.0 Installing the Plug-In

1. Go to **Tools > Plug-In Manager**
2. Click on the **“Install”** button.
3. Browse for the related **.app file** (Barcode Generator)
4. A new window will prompt with some basic information of this plug-in.
5. Click on the **“Install”** button again to proceed.
6. A confirmation message will be prompted after that.
7. Click **“Yes”** to confirm the installation.
8. A success message will appear after the plug-in is installed correctly.



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### 3.0 Assign Access Rights

1. Go to **General Maintenance > User Maintenance**
2. Select **“Admin”** in the table → Click on the **“Edit”** button.
3. User Editor screen will appear, click on the **“Access Right”** that located on the detail table.
4. Tick on the **“Direct Access Right”** in the row of Barcode Generator Plugins → Click on the **“Save”** button.

Description	Direct Access Right	Effective Access Right
AutoCount Accounting	<input type="checkbox"/>	
Plugins	<input type="checkbox"/>	
Barcode Generator Plugins	<input checked="" type="checkbox"/>	
Show Barcode Numbering Format Maintenance	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Open Barcode Numbering Format Maintenance	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Edit Barcode Numbering Format	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Edit Item Maintenance from Purchase Document	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Show Quick Print Bar Code	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Open Quick Print Bar Code	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Preview Quick Print Bar Code Report	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Print Quick Print Bar Code Report	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Design Quick Print Bar Code Report	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>



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Text Field	Description
<b>Show Barcode Numbering Format Maintenance</b>	To show Barcode Numbering Format Maintenance menu
<b>Open Barcode Numbering Format Maintenance</b>	To open Barcode Numbering Format Maintenance
<b>Edit Barcode Numbering Format</b>	Allow to edit Barcode Numbering Format
<b>Edit Item Maintenance from Purchase Document</b>	Allow to edit Item Maintenance from Purchase Document such as Purchase Invoice, Goods Received New and Cash Purchase
<b>Show Quick Print Bar Code</b>	To show Quick Print Bar Code menu
<b>Open Quick Print Bar Code</b>	To open Quick Print Barcode
<b>Preview Quick Print Bar Code Report</b>	Allow to preview Quick Print Bar Code Report
<b>Print Quick Print Bar Code Report</b>	Allow to print Quick Print Bar Code Report
<b>Design Quick Print Bar Code Report</b>	Allow to design Quick Print Bar Code Report



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## 4.0 Generator Barcode

1. After setting up the access right, “Barcode Numbering Format Maintenance” will show in Barcode Generator menu.
2. From the top Menu, go to → “Barcode Numbering Format Maintenance”.
3. Barcode Numbering Format Maintenance screen will appear, insert all the data in the textbox > Click on the “Save” button to save.

Text Field	Description
Prefix Barcode No	Company Prefix
Next Barcode No	Barcode of the product
No of Digit	The number of digit in the barcode
Sample	Sample of the barcode



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## 5.0 Add Barcode Number In The Item

1. After generate barcode, user can add barcode number in the item.
2. Go to **Stock > Stock Item Maintenance**.
3. Select one of the item records > Click on the **“Edit”** button.
4. Edit Item Maintenance screen will appear, go to **“Other” > click on the “+” icon** in the textbox.
5. Barcode > barcode number will display.
6. Click on the **“OK”** button to save.

The screenshot shows the 'Edit Item Maintenance' window with the 'Others' tab selected. The 'Barcode' field contains 'T00001'. The 'OK' button is highlighted. Red annotations 'a)', 'b)', 'c)', and 'd)' point to the 'Others' tab, the '+' icon, the 'Barcode' field, and the 'OK' button respectively.



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## 6.0 Edit Item Maintenance From Purchase Document

**Note:** User can edit the item maintenance from purchase documents. These purchase documents are purchasing invoice, goods received new and cash purchase. Other than that, these three purchases documents have similar steps to edit the item maintenance.

1. Go to **Purchase > Purchase Invoice**
2. Click on the **“Edit”** button.
3. Select one of the items in the detail table > Click on the **“Edit Item”** button.
4. Click on the **“Other” > “+” icon**.
5. BarCode > barcode number will display.
6. Click on the **“OK”** button to save.



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## 7.0 Quick Print Barcode

1. After adding the barcode number to the item, user can use this function to print barcodes simply and quickly.
2. Go to **“Barcode Generator” > “Quick Print Bar Code”**.
3. Users need to insert the Barcode number and the Qty that wish to print.
4. Click on the **“Preview”** button to view the barcode report style.

Quick Print Barcode

Barcode:  Qty:

Item Code:

Description:

UOM:

Price:  Price 2:

Cost:  Encoded Cost:

Remark:

Preview Print Cancel



Quick Print Barcode

Barcode: T00002 Qty: 2

Item Code: 100 PLUS

Description: 100 PLUS

UOM:

Price: 2.50 Price 2: 0.00

Cost: 0 Encoded Cost: 0

Remark:

Preview Print Cancel

Quick Print	Barcode Description
<b>Barcode</b>	Barcode number of item
<b>Qty</b>	Quantity that user wants to print
<b>Item code</b>	Code of the item
<b>Description</b>	Description of the item
<b>UOM</b>	Unit of measurement
<b>Price</b>	Price of the item
<b>Price 2</b>	Second Price of the item
<b>Cost</b>	Standard cost of the item
<b>Encoded Cost</b>	Code of the cost (like a password)
<b>Remark</b>	Comment or mention



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