

Knowledgebase > Inventory Manager (fka DataCollection) > Setup > Item Barcode Maintenance

# **Item Barcode Maintenance**

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## Overview

The Item Barcode Maintenance module of DataCollection allows users to create custom barcodes for items. These can then be used as barcodes for item labels created in <u>Report Manager</u>. In this document you will learn how to create, delete, and edit barcodes in Item Barcode Maintenance. You will also learn how to create and bind a barcode field in Report Manager.

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Usage

To begin, open the Item Barcode Maintenance module.

Item Barcode Maintenance Mobile License Manager Item Parcode Manager Mobile Liquet Manager Item Parcode Smart Printing Config Item Parcode Maintenance Item Parcode Setup Item Parcode Setup Item Parcode Workflow Item Parcode Warehouse Item Parcode Configuration	Mar   😭 ▼ TWO - DataCollection	– 🗆 X
Settings   Item Barcode Maintenance   Mobile License Manager   Warehouse   Customer Warehouse Mobile License Manager   Sales Printing   Varehouse Receiving   Package Reports   Warehouse Sales   Customer Warehouse Warehouse Management   Sales Restrictions     With the Barcode Maintenance   X	Application Setup	(1 of 99 seats in-use) 🛛 🔞 🗸
Close 🔞 Refresh 🚯 New 🔞 Delete 📝 Edit	tings Item Barcode Mobile License Mobile Layout Smart Printing ZPL Label Workflow Report Package Warehouse Customer W Maintenance Manager	/arehouse Sales ration Restrictions
Barcode Item Number Enabled Created By Created On	Ilose 🔞 Refresh 😌 New 🔞 Delete 📝 Edit	
	ode Item Number Enabled Created By	Created On
Ready I TWO	у	📑 TWO 🔐

**Creating an Item Barcode** 

To create an item barcode, click the **New** button.

ų	🕅 Item Barcode I	Maintenance ×	:				
	Close 🛛 🔞 Re	efresh 🛛 😷 New	v 🔞 Delete	📝 Edit			
Ba	rcode				1	Item Numbe	r
	New Barcode						23
	Barcode						
	Item Number						
	Enabled	Enabled					
				C	К	Cancel	

This will open the New Barcode window. Enter the custom barcode number and the item you want to associate it with.

New Barcode	X
Barcode	1010011010
Item Number	HD-20 ····
Enabled	✓ Enabled
	OK Cancel

You can manually enter the item number, or you can search your inventory by clicking on the ellipsis to the right of the Item Number field. There is also a check box that allows you to determine whether or not the barcode is enabled. If a barcode is not enabled, it will not display for the assigned item.

## Deleting an Item Barcode

To delete an item barcode, select an existing entry and click the **Delete** button. A confirmation window will pop up. Click **Yes** to delete the barcode, click **No** to cancel the operation.

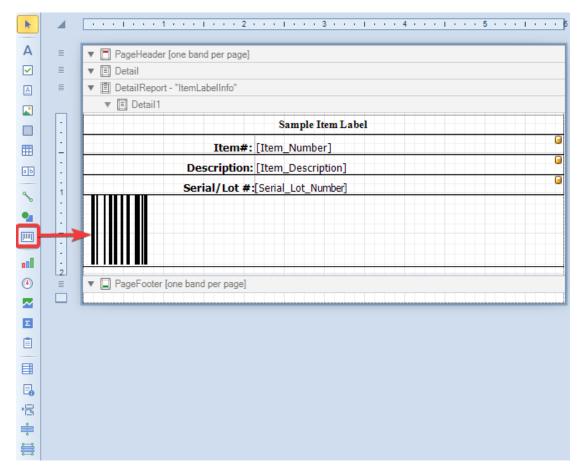
#### **Editing a Barcode**

To edit an item barcode, select an existing entry and click the **Edit** button. The Edit Barcode window will pop up. This window is identical to the New Barcode window. From here, you can change the barcode value, the item number the barcode is assigned to, and enable or disable the barcode.

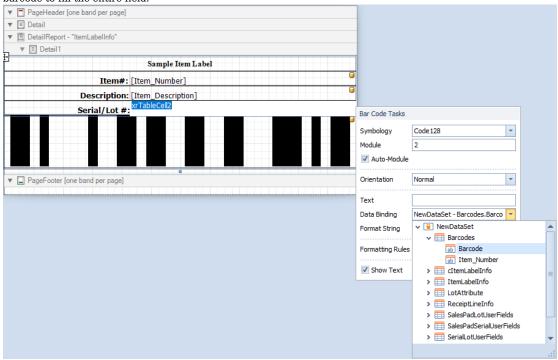
## **Report Designer**

### Creating an Item Label

When designing a report with the Item Label type, click and drag the barcode item along the left side of the report designer to pull a barcode onto the report. Place the field wherever you want.



From here, you will need to click the green arrow in the top right of the barcode field. This allows you to set what data the barcode is pulling in. You will also want to enable AutoModule, which will automatically fit the barcode to fill the entire field.



When you use this document to print labels, it will pull the barcode from your entries in DataCollection. The value can be displayed as just a barcode or as a barcode with the item number displayed underneath. To enable the text under the barcode, locate the Item Number field from the ItemLabelInfo category in field list.

🗸 🧧 NewDataSet	٠
✓	
ab Barcode	
ab Item_Number	
> 🧮 cItemLabelInfo	
🗸 🧮 ItemLabelInfo	
> 🧮 Barcodes	
> 🧮 cItemLabelInfo	
> 🧮 LotAttributes	
> 🧮 ReceiptLineInfo	=
> 🧮 SalesPadSerialUserFields	
> 🧮 SerialLotUserFields	
ab Item_Description	
ab Item_Number	
123 Item_Tracking_Option	
ab Note	
1.2 NoteIndex	
ab Serial_Lot_Number	
ab User	
> 🧮 LotAttribute	
> 🧮 ReceiptLineInfo	
> 🧮 SalesPadLotUserFields	Ŧ

Bind this field to the barcode by clicking on the arrow that appears above the label when it is selected, then use the dropdown menu for Data Binding to select the Item Number field we found previously. After you have bound the field, enable Show Text by clicking on the check box in the label properties.

Bar Code Tasks		
Symbology	Code 128	•
Module	2	
🗹 Auto-Module		
Orientation	Normal	-
Text		
Data Binding	NewDataSet - Barcodes.Barco	•
Format String		••••
Formatting Rules	(Collection)	
📝 Show Text		

## Security

Item Barcode Maintenance - This security allows users to access the Item Barcode Maintenance module.