

User's Guide

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Revision History

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4th July 2003	1.24	1	Added a system requirements section
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1. Introduction

AstraLink is a software utility that provides all the features you need to setup and maintain the data on your Ishida Astra scale.

AstraLink includes the following features.

- Visual interface for creating and editing scales data.
 - PLUs
 - Extra messages
 - Keyboard presets
 - Store name and address
- Scales data can be sent to and read from the scales via the serial port on your PC.
- Quick price change feature
- Search function for quickly locating the desired PLU
- Print scale keyboard templates
- PLU, extra message, and production totals reports

System Requirements

AstraLink requires a Windows 98 or higher personal computer with a free serial port.

The software can also be used on Windows 95 in most cases.

Operation on Windows XP has been verified for AstraLink version 1.24.

How to Use This Manual

If you are a new user wishing to familiarize yourself with the software.

⇒ See Chapter 2 *Getting Started*

If you wish to learn how to use a specific feature.

⇒ Lookup the feature in the *Contents* and find the relevant chapter.

If you require information about the operation of a particular menu or other command.

⇒ Refer to On-Line Help (click **Index** in the Help menu.)

2. Getting Started

This section gives a quick tutorial on how to use AstraLink and introduces the main concepts you will need to edit and manage scales data.

Before You Start

When you run AstraLink for the first time, the software steps you through a series of operations to setup your copy of AstraLink. This includes reading the initial scale data from the Astra itself.

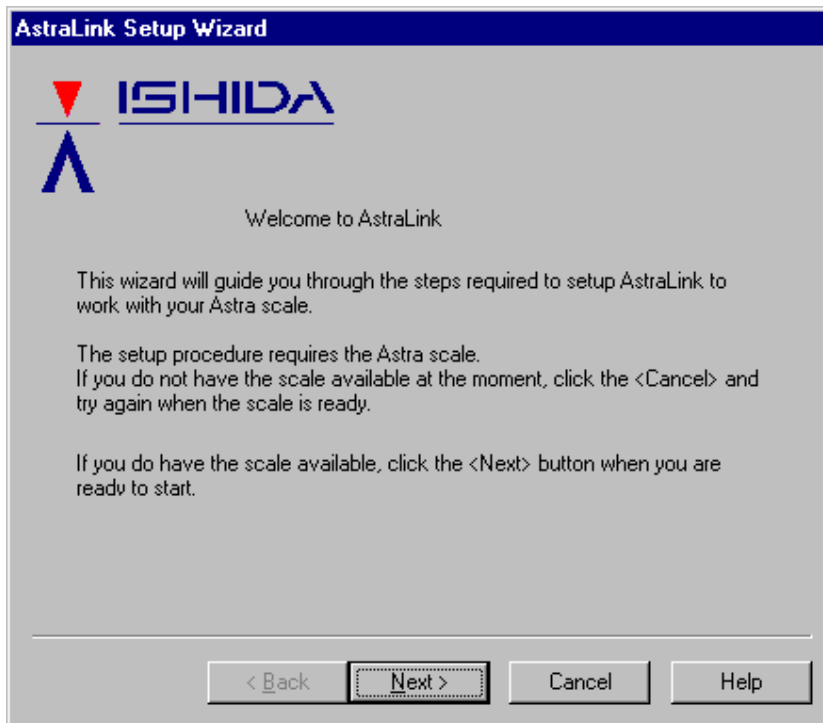
Accordingly, you must have the Astra and data cable available before you can run AstraLink.

Starting AstraLink for the First Time

Installing AstraLink adds an "AstraLink" icon to the <Programs> sub-menu of your Windows <Start> menu.

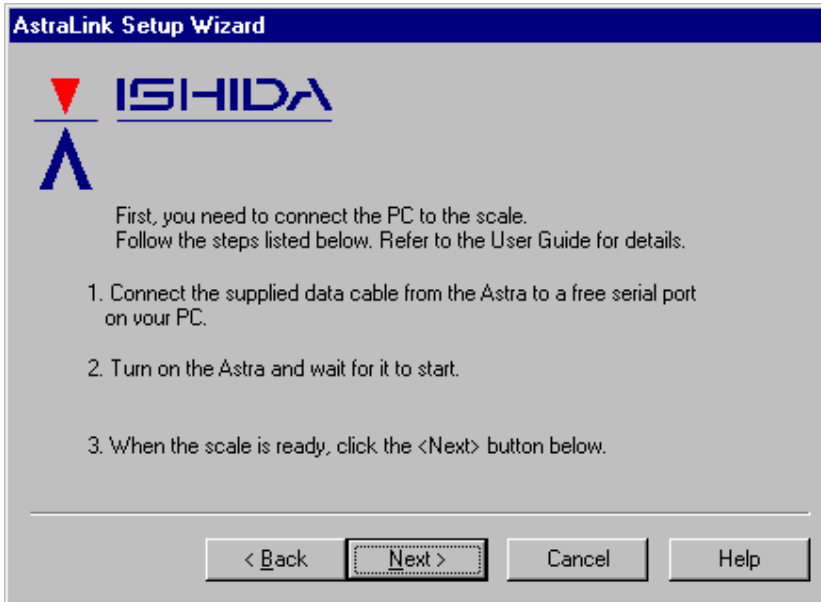
To run AstraLink from Windows, click on <Start> → <Programs> → <AstraLink> → <AstraLink>.

When you run AstraLink for the first time, the AstraLink Setup Wizard appears as shown below to step you through the process of setting up your copy of AstraLink.



Click the **Next** button to move to the next step in the setup process.

NOTE: If you do not have a scale available, it is possible to bypass the AstraLink Setup Wizard by unzipping the file **BYPASS.ZIP** included in the installation **before** running AstraLink. This will open a sample database instead. However, it is important that you read the data from your scale before creating your database. See *Chapter 3 Communicating with the Scale* for details.



If you have not already connected the Astra to your PC using the cable provided, now is the time to do so.

Plug one end of the cable into the 9-pin socket on the left side of the Astra, and plug the other end into an unused serial port socket on your PC. If the PC port is labeled, make a note of the port number.

Next, turn on the Astra and allow it to start.

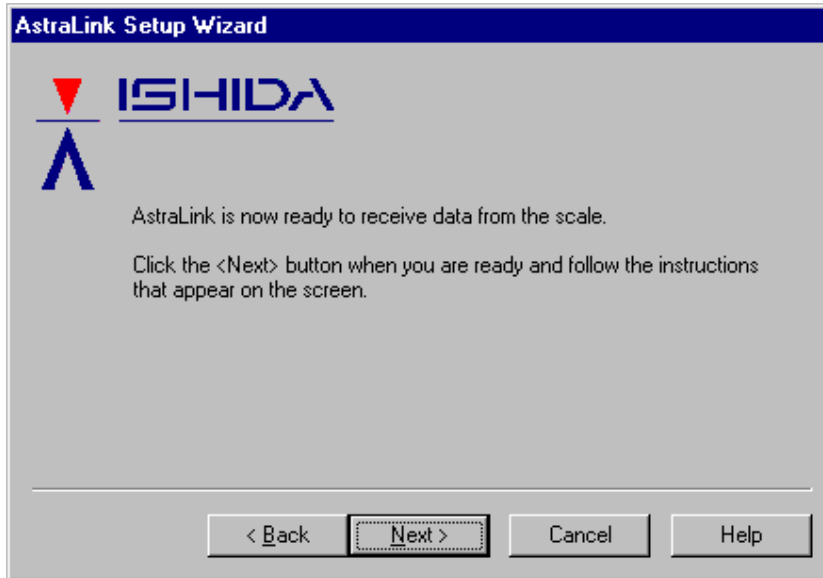
Leave the Astra in this state, go back to your PC, and click the **Next** button to move to the next step.



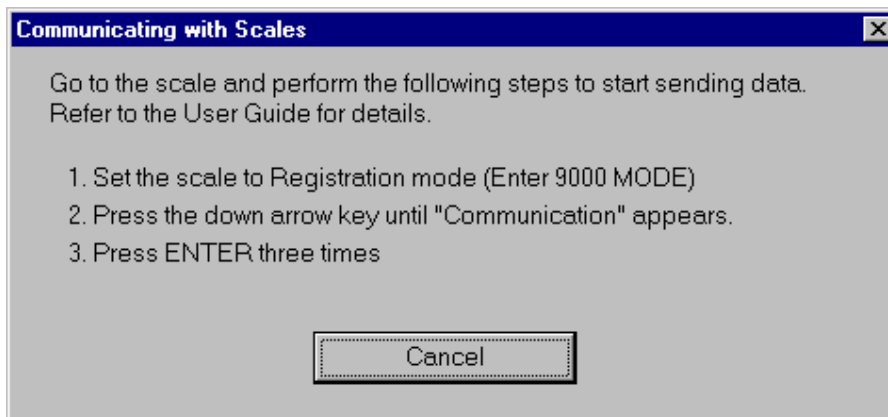
In this step, you specify which serial port you used to connect the Astra to the PC.

If you are unsure, leave the default setting. If communications does not work you can return to this step and try another serial port.

Click the button indicating the correct serial port, then click the **Next** button to move to the next step.



The AstraLink software is now ready to receive the initial data from the scale. Click the **Next** button to start the transfer. This opens the dialog shown below.



Follow the instructions in the dialog to start the data transfer. The scale operation is described in detail below. The "*Troubleshooting*" section below describes what to do if you have problems.

- 1 Remove any keysheet from the Astra keyboard to expose the programming keyboard.
- 2 Enter **9000** using the numeric keys on the right, then press the **MODE** key. The scale display shows "registration" indicating registration mode.
- 3 Next, press the down arrow key a number of times until "communication" appears.
- 4 Press the **ENTER** key once to display "Upload", again to display "All Data", then a third time to start sending data.

If the data transfer is successful, the scale will display briefly "Uploading", then "Upload OK", then "All Data".

If communications fails, see "*Troubleshooting*" below.

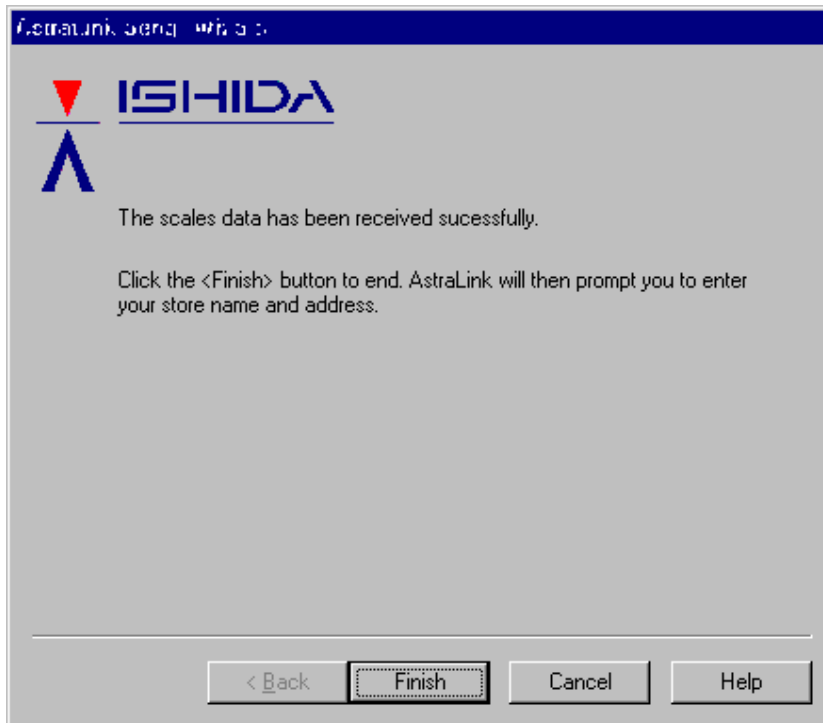
- 5 Go back to the PC. If the data transfer is successful, a message will be displayed on the screen to indicate this. Click the **OK** button. Next, a dialog opens for you to specify the file name for the scale database. You can specify any valid file name (your store name, for example).

Troubleshooting

The following are possible causes if you cannot communicate with the scale.

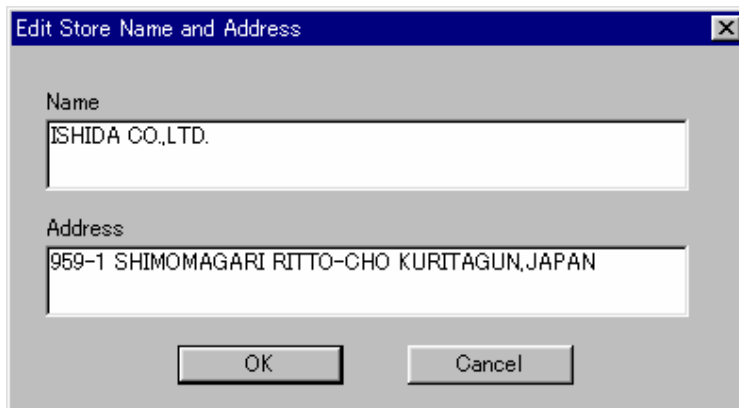
- Check that the cable is securely plugged in at both ends.
- Incorrect serial port. Unfortunately, not all PC manufacturers bother to label the serial port connectors on the back of the PC. You may need to experiment by setting different serial ports in AstraLink until you find the one you used to plug in the cable to the Astra. In this case, click the **Back** button to return to the serial port selection window and set a different serial port. Keep trying until it works or you run out of ports to try.
- Serial port in use by other application. If AstraLink displays the following message, the serial port may be being used by another program.
"Cannot open comms link. Close any other programs that may be using the same COM port."
You may also get this message if you select a serial port that is not available on your PC. Either close the other program, or try using a different serial port.
- If the above steps do not resolve the problem, you may need to contact your support agent for either the Astra or your PC.

The following window appears if the data is successfully received from the scale.



Click the **Finish** button to end the AstraLink Setup Wizard.

Next AstraLink opens the dialog shown below for you to enter your store name and address.



This is the store name and address used by the scale to print at the bottom of labels.

Enter your store details then click **OK**.

This completes the initial setup for your store. We recommended that you now take a few minutes to work through the tutorial below for a quick introduction to using AstraLink.

Starting AstraLink (second and subsequent times)

When you start AstraLink, the program automatically loads the database that was open when you last exited.

The figure below shows the initial screen (called the PLU Search window).

Click here to list all PLUs. Use the ↑, ↓, PgUp and PgDn keys to scroll the PLU list

Click here to enter a search string. The list only displays PLUs that match the search string.

Tab bar. Click here to change the displayed window.

Add a new PLU

PLU	Description	Price
000001	TEST ITEM DATA 0001	0.10
000002	TEST ITEM DATA 0002	0.20
000003	TEST ITEM DATA 0003	0.30
000004	TEST ITEM DATA 0004	0.40
000005	TEST ITEM DATA 0005	0.50
000006	TEST ITEM DATA 0006	0.60
000007	TEST ITEM DATA 0007	0.70
000008	TEST ITEM DATA 0008	0.80
000009	TEST ITEM DATA 0009	0.90
000010	TEST ITEM DATA 0010	1.00
000011	TEST ITEM DATA 0011	1.10
000012	TEST ITEM DATA 0012	1.20
000013	TEST ITEM DATA 0013	1.30

PLU list. Double click on a PLU to edit.

Open PLU Edit window to edit currently selected PLU

Delete currently selected PLU

Open PLU price change dialog

The initial screen opens with the cursor in the **PLU No.** field of the PLU Search window. The PLU Search window provides a number of methods for you to find the PLU you are looking for and to edit or delete the selected PLU. You can also add new PLUs from this window.

Finding a PLU

If you know the PLU number

Enter the PLU number in the **PLU No.** field. The specified PLU appears selected in the PLU list.

If you know some or all of the PLU name

The PLU name is the first line of the PLU description that appears on the label. Enter the initial characters of the PLU name in the **Search** field. The PLU list displays only those PLUs with names that start with the entered text. For example, entering "BEEF" displays all PLU names starting with the word "beef". (The search is not case-sensitive: entering "beef" is the same as entering "BEEF".)

You can also use the wildcard characters ('*' and '?') to specify a more detailed search condition. For example, entering "*BEEF" displays all PLU names containing the word "beef".

NOTE: The search re-executes automatically each time you type a character. The response may be a bit slow on older computers. In this case, allow a few seconds for the list to update.

If you do not know the PLU number or name

When the cursor is in the **Search** field, the PLU list only displays those PLUs that match the search condition. Move the cursor back to the **PLU No.** field (e.g. click on the field) to clear the search results and display all PLUs in the PLU list.

Next, use the scroll bar, the up and down arrow keys, or the PageUp and PageDown keys to scroll the PLU list until you find the PLU you are looking for.

See Chapter 6 *Creating and Editing PLUs* for a full explanation of the PLU Search window.

Adding a New PLU

Click the **Add** button in the PLU Search window. This opens a dialog for you to enter then PLU number. The number defaults to the next unused PLU number. If you wish to use a different number, enter an unused number, then press **Return** or click **OK** to open the PLU Edit dialog.

The screenshot shows the 'Edit PLU' dialog box. The 'PLU No.' field is set to 1. The 'Font' is 20x10. The 'Max. Desc. Length' is 13.2mm and the 'Label Width' is 60. The central text area contains the prompt '<ENTER DESCRIPTION TEXT HERE>'. The 'Sales Mode' is set to 'Weight', 'Pack Quantity' is 1, 'Shelf Life' is 1, 'Price' is 0.10, 'Tare Weight' is 0.020, 'Item Code' is 123403, 'Fixed Wt. (kg)' is 0.000, 'Date Flag' is 'Pack+Expire', and 'Message No.' is 1. The status bar at the bottom shows 'PLU No. 1' and 'Description Length = 6.00mm (Includes extra msg.)'.

If you entered the number of an existing PLU, the data for that PLU is displayed. Otherwise, a new PLU is created and the initial values of the fields in the lower half of the dialog are set to their default values.

The cursor is initially positioned in the PLU description field. Enter the PLU description. Next, use the mouse or TAB key to move the cursor to the price field and enter the PLU price. Similarly, enter any other values you wish to change.

Finally, click the **OK** button. This saves the PLU in the database and returns you to the PLU Search window. Use the procedure described in **Finding a PLU** above to check that the PLU has been added.

Editing and Deleting PLUs

When you have found the new PLU, click on the PLU name in the list to select it. The selected PLU appears highlighted.

To edit the selected PLU

Click the **Edit** button. A PLU Edit dialog opens displaying the data for that PLU. The operation of the PLU Edit dialog is described in more detail below. For now, click the **Cancel** button at the top right of the window. This returns you to the PLU Search window.

To delete the selected PLU

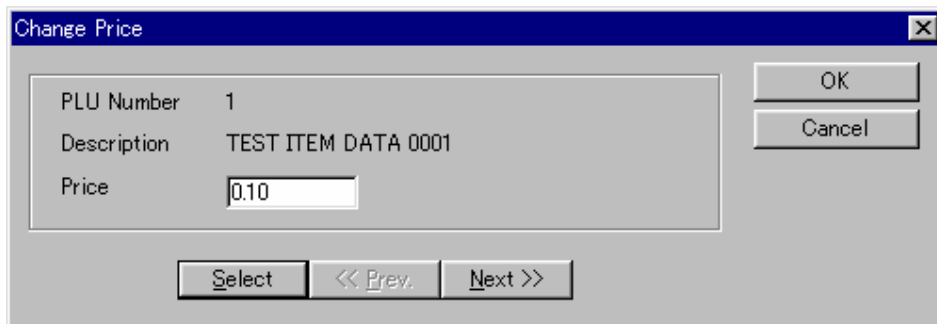
Click the **Delete** button. A dialog opens asking whether or not to delete the PLU. Click **No** if you don't want to delete the PLU. If you click **Yes**, the PLU is deleted from the database.

You can also delete a range of PLUs by selecting **Delete Range** from the **Edit** menu. For example, you can use this function to delete the sample PLUs loaded from the Astra at initial setup.

Changing PLU Prices

Click the **Price Changes** button in the PLU Search window to open a dialog for changing PLU prices (or select **Price Changes** in the **Scales** menu).

The purpose of this feature is to allow you to rapidly change the prices of a number of PLUs without having to edit each PLU in the PLU Edit dialog.



The image shows a dialog box titled "Change Price" with a close button (X) in the top right corner. Inside the dialog, there is a table with the following information:

PLU Number	1
Description	TEST ITEM DATA 0001
Price	<input type="text" value="0.10"/>

Below the table, there are three buttons: "Select", "<< Prev.", and "Next >>". To the right of the table, there are two buttons: "OK" and "Cancel".

Using the Price Change Dialog

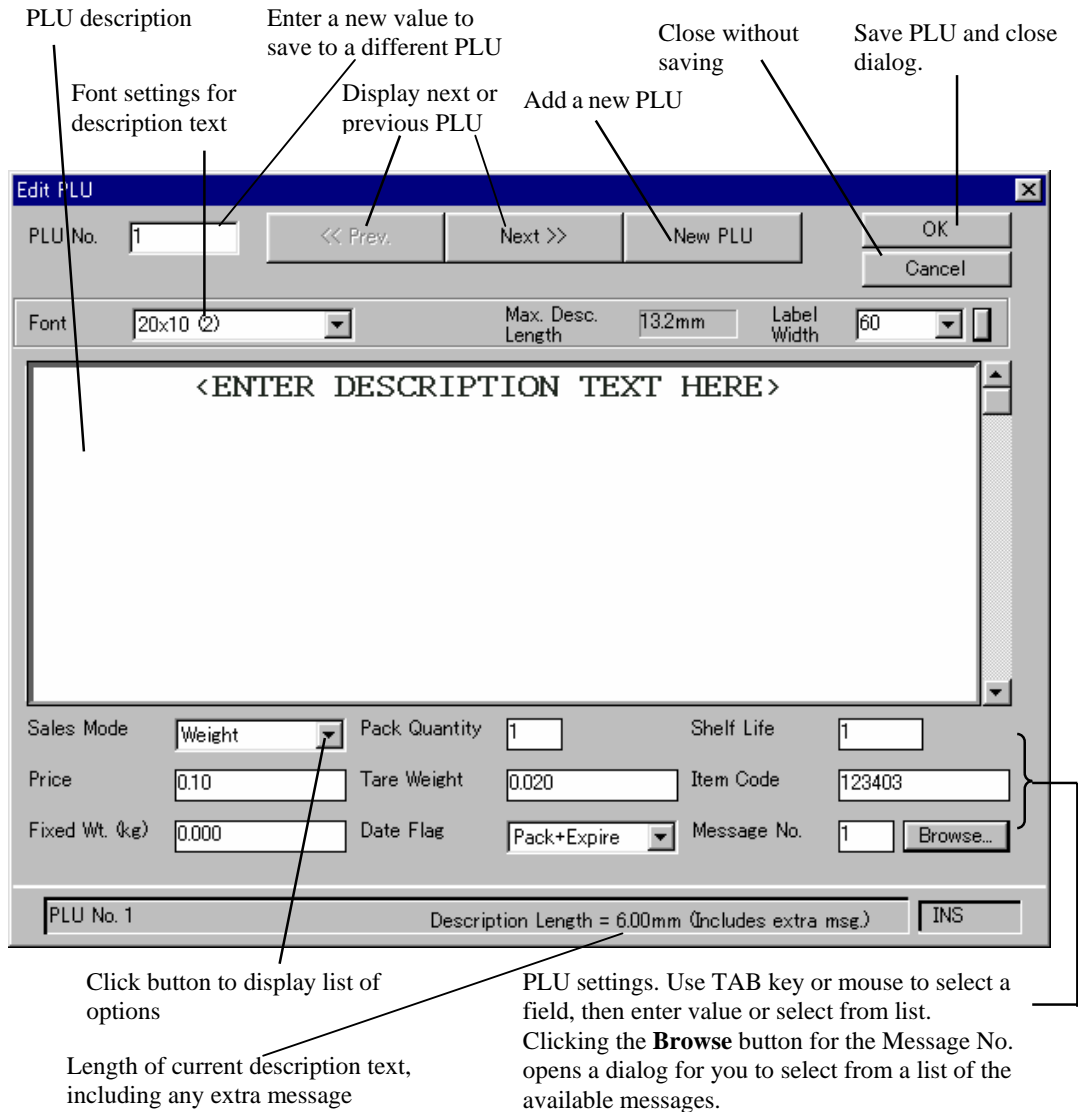
Enter the new price and press Enter. This saves the specified price in the database. A PLU Search dialog opens (defaulted to the next sequential PLU number) for you to specify the next PLU number.

The **Next** and **Prev** buttons jump to the next or previous PLU respectively. The **Select** button opens a PLU Search dialog for you to select another PLU.

Using the PLU Edit Dialog

The following are some quick tips to get you started using the PLU Edit dialog. See Chapter 5 *Editing PLUs* for a full explanation.

The appearance of the PLU Edit window depends on how your system is configured. The figure below shows an example.



Entering the PLU description

The large field in the middle of the PLU Edit dialog contains the PLU description. Click on the field to set the input focus and use the mouse or arrow keys to move the cursor. Use the operations described below to enter or modify the description text.

Operation	Explanation
Insert text	Position the cursor at the desired location and enter text from the keyboard. The font and label width determine how many characters are displayed per line. Press the INS key to switch between insert and overwrite mode.
Select text	Drag with the mouse or hold down the shift key and use the left or right arrow key to move the cursor over the desired text. The selected text appears highlighted.
Change line font	A different font can be set for each line. Position the cursor in the line and select the desired font from the Font field. You can also press Ctrl+F to step through the available fonts.
Change label width	Set the Label Width field to the actual label width to be used for this PLU. This updates the description field to only display as many characters as will fit on the label. (The Label Width field is used for display only and has no effect on the scales.)
Cut, Copy or Paste	Use the Edit menu or the standard Windows keystrokes to cut, copy or paste description text.

Entering the PLU settings

The lower half of the window displays the various PLU settings. Which fields are displayed depends on how your system is configured.

Use the mouse or TAB key to move to a field, then enter or select the desired value. An error message appears if you try to move to another field when the value of this field is outside the allowed range.

NOTE: You can only enter digits. None of the PLU fields accept letters or punctuation symbols.

Changing the PLU number

The PLU number field is at the top left of the Edit dialog. You can change the value to save the displayed data with a different PLU number. In this case, a warning message appears if a PLU with the specified number already exists. Saving the PLU data to a new PLU number does not delete the old PLU number and leaves the data for the old PLU unchanged.

Saving your changes

Click the **OK** button. This saves the PLU in the database.

Changing the displayed PLU

Click the **Next>>** or **<<Prev** buttons to display the data for the next or previous PLU number. (A warning message appears if you have not saved your changes to the current PLU.)

Adding a new PLU

To add a new PLU, click the **New PLU** button. This opens a PLU Search dialog to specify the number of the new PLU. Enter the new PLU number then press Return. This resets all fields in the Edit dialog to their default values. The new PLU is not saved until you click the **OK** button.

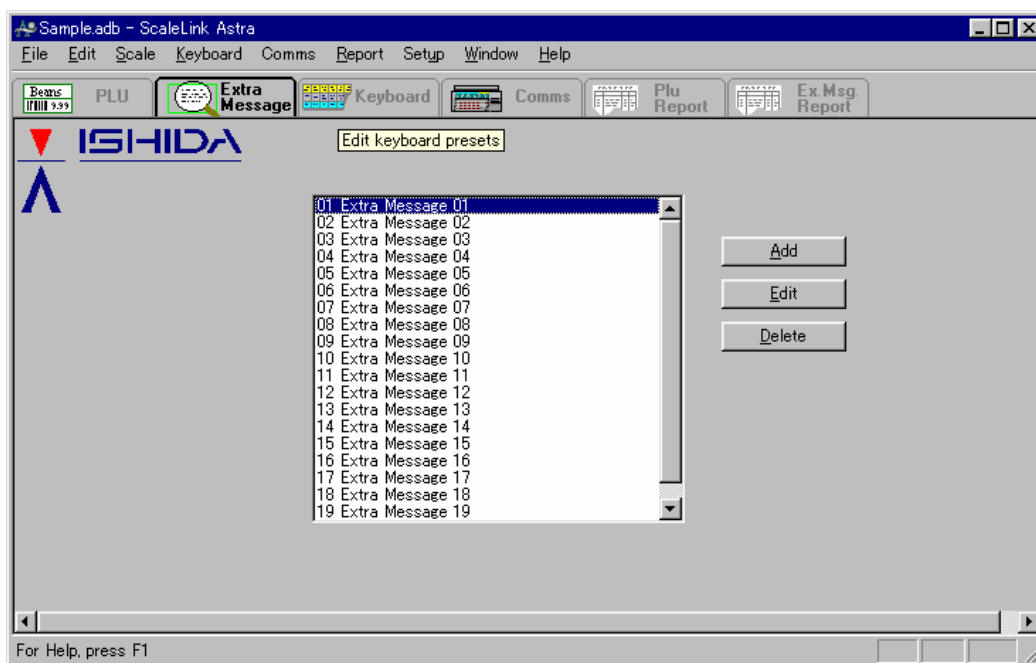
Closing the PLU Edit window

Click the **OK** to save your changes and close the PLU Edit dialog, or **Cancel** button to close the dialog without saving.

Extra Messages

Extra messages are a way of defining additional text, such as ingredient lists, to appear on labels. You use the extra message function to create and edit the extra messages, then use the PLU Edit dialog (described above) to assign extra messages to PLUs.

To display the extra message screen, click the extra messages tab at the top of the AstraLink window (below the menu bar). The figure below shows an example.



Click the **Add** button to create a new message, or click on an existing message to select, then click the **Edit** button to edit the message (or simply double-click on a message). In either case, a dialog opens to edit the message text, as shown below.

The screenshot shows a dialog box titled "Edit Extra Message". It has a standard Windows-style title bar with a close button. The dialog contains the following elements:

- Name:** A text box containing "Extra Message 06".
- Msg No.:** A text box containing "6".
- Font:** A dropdown menu showing "14x07 (1)".
- Label Width:** A dropdown menu showing "60".
- Text Area:** A large rectangular area with a scroll bar on the right, containing the text "Extra Message 06".
- Buttons:** "OK" and "Cancel" buttons at the bottom center.
- Status Bar:** A bar at the bottom of the dialog showing "Message No. 6", "Description Length = 2.55mm", and "INS".

Enter the message text in the same way as you entered the PLU description text in the PLU Edit dialog.

After you have entered the message text, enter a name, then click **OK** to save the message. The name is used to identify the message inside AstraLink (when assigning the message to a PLU, for example) and is not sent to the scale.

Storage Instructions (Sweden Only)

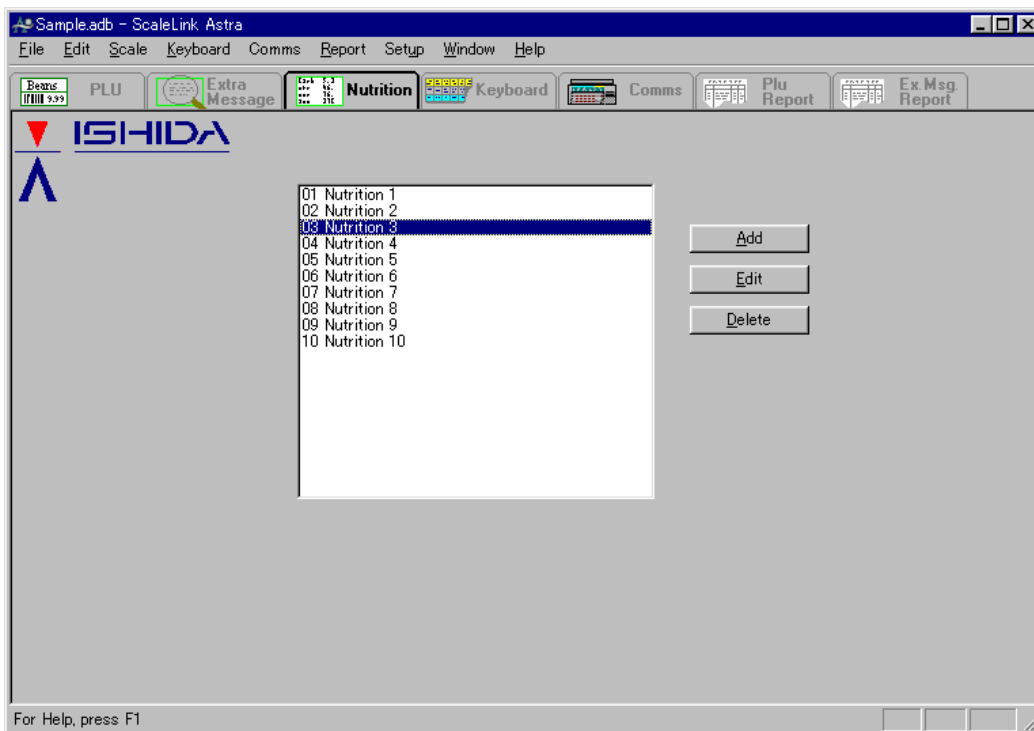
Storage instructions are only applicable to the Sweden version of the Astra. The operation is identical to extra messages, as described above.

Nutrition (USA Only)

This feature is only available on USA-version scales.

The nutrition feature defines the information to be printed in the nutrition panel on PLU labels

To display the nutrition screen, click the nutrition tab at the top of the AstraLink window (below the menu bar). The figure below shows an example.



Click the **Add** button to create a new nutrition record, or click on an existing record to select, then click the **Edit** button to edit the nutrition information (or simply double-click on a record). In either case, a dialog opens to edit the nutrition information, as shown below.

Nutrition [X]

Nutrition No.

Name

Serving Size Calories

Serving/Container Calories from Fat

Item	Content	Units	Percent	Item	Content	Units	Percent
Total Fat	<input type="text" value="2"/>	Grams	<input type="text" value="0"/>	Carbo- hydrate	<input type="text" value="21"/>	Grams	<input type="text" value="10"/>
Saturated Fat	<input type="text" value="2"/>	Grams	<input type="text" value="0"/>	Dietary Fiber	<input type="text" value="1"/>	Grams	<input type="text" value="2"/>
Cholesterol	<input type="text" value="0"/>	Milligrams	<input type="text" value="0"/>	Protein	<input type="text" value="6"/>	Grams	<input type="text" value="3"/>
Sodium	<input type="text" value="180"/>	Milligrams	<input type="text" value="0"/>	Sugars	<input type="text" value="9"/>	Grams	<input type="text" value="0"/>
Vitamin A %	<input type="text" value="10"/>	Vitamin C %	<input type="text" value="25"/>	Calcium %	<input type="text" value="4"/>	Iron %	<input type="text" value="25"/>

Enter the nutrition information in the dialog, then click **OK** to save the message.

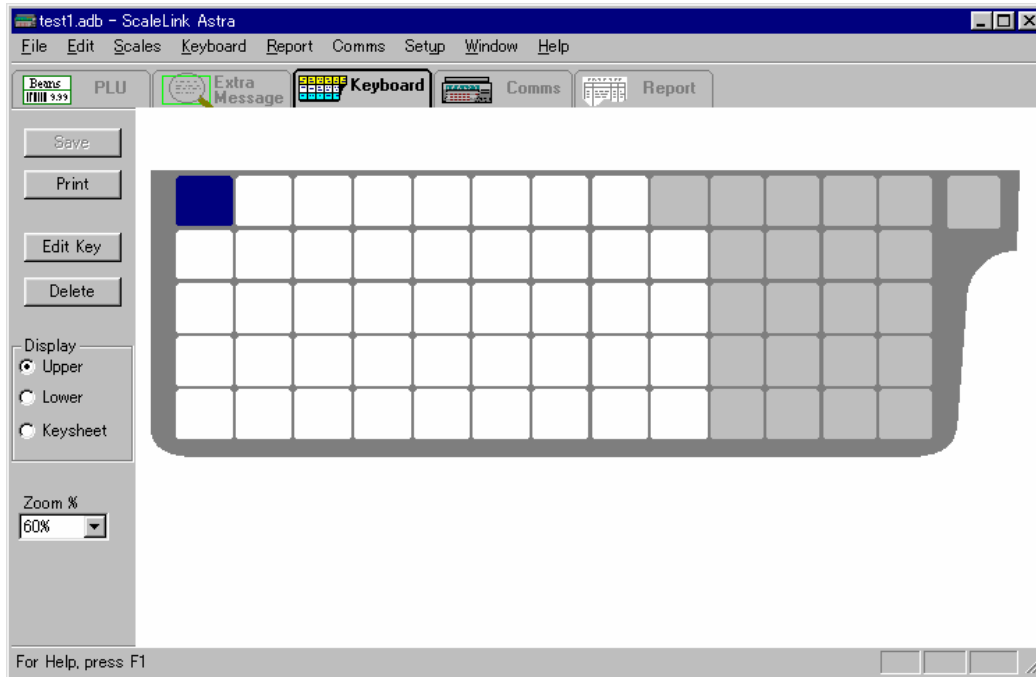
The nutrition **Name** is used to identify the nutrition record inside AstraLink (when assigning the nutrition information to a PLU, for example) and is not sent to the scale.

To copy nutrition data to a different nutrition number, enter the new number in the **Nutrition No.** field. A warning message appears if nutrition data is already assigned to the new number.

Keyboard

The keys on the Astra keyboard can be assigned to particular PLUs, tare weights, and various other functions. The scale keyboard has a shift key, so you can define two meanings for each key. These are called the upper (standard) and lower (shift key pressed) keys respectively.

To display the keyboard screen, click the keyboard tab at the top of the AstraLink window (below the menu bar). The figure below shows an example.

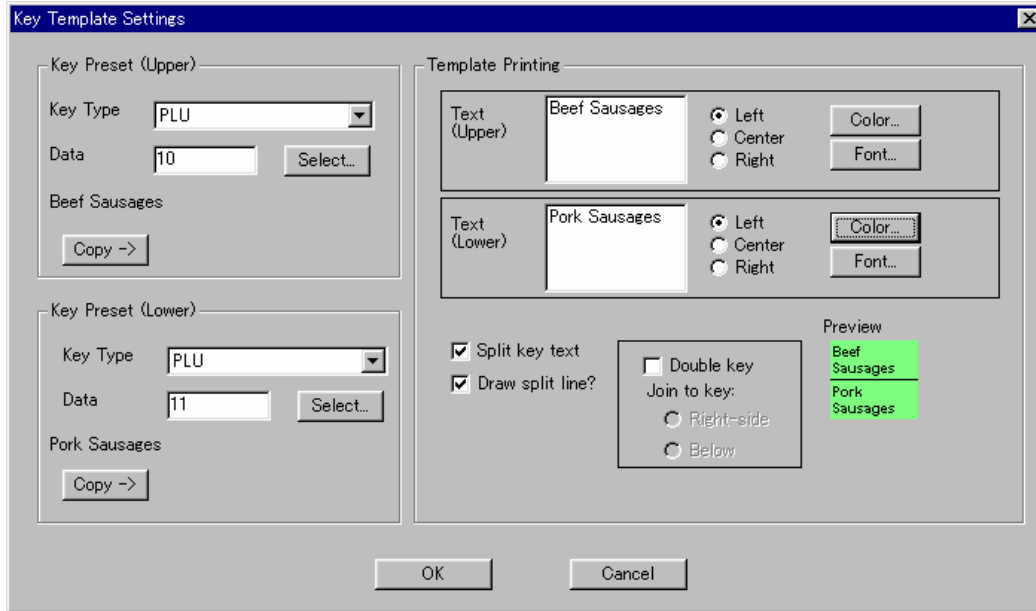


The keyboard screen can be used to edit three different types of data. Use the **Display** buttons on the bottom left of the window to switch between the three options.

1. Upper Keys

This displays the meaning assigned to each upper key. Meanings can only be assigned to the keys on the left side of the keyboard. The righthand side keys appear gray.

To edit the settings for a key, click on the key to highlight it then click the **Edit** button on the left of the window (or simply double click on the key). This displays the dialog shown below.



The upper key meaning is set at the top left of the dialog. The **Key Type** selects the key meaning and **Data** specifies the value associated with the key. (In this case, the key is assigned to PLU number 10.) The functions of the other parts of the dialog are explained below. Set the **Key Type** and **Data**, then click **OK** to exit.

2. Lower Keys

This displays the meaning assigned to each lower key. The "lower key" means the key meaning when the key is pressed on the scale at the same time as the **Shift** key.

To display the lower preset key meanings, click on the **Lower** button on the bottom left of the window.

The operation for setting lower key meanings is the same as for the upper keys.

3. Keysheet

In addition to defining the preset key meanings, you can also use AstraLink to print the keysheet template.

To display the keysheet template, click on the **Keysheet** button on the bottom left of the window.

To edit the settings for a key, click on the key to highlight it then click the **Edit** button on the left of the window (or simply double click on the key). This displays the dialog shown above.

The keysheet printing settings are on the right side of the dialog.

Use the dialog to set the text, font, color and other settings for the key, then click **OK** to exit. The operation is described in detail in *Chapter 7 Keyboard*.

Using the keyboard window

The explanation above briefly describes the three types of key data you can set using this window. After you have finished setting the keys, click the **Save** button at the top left of the window to save your changes in the database.

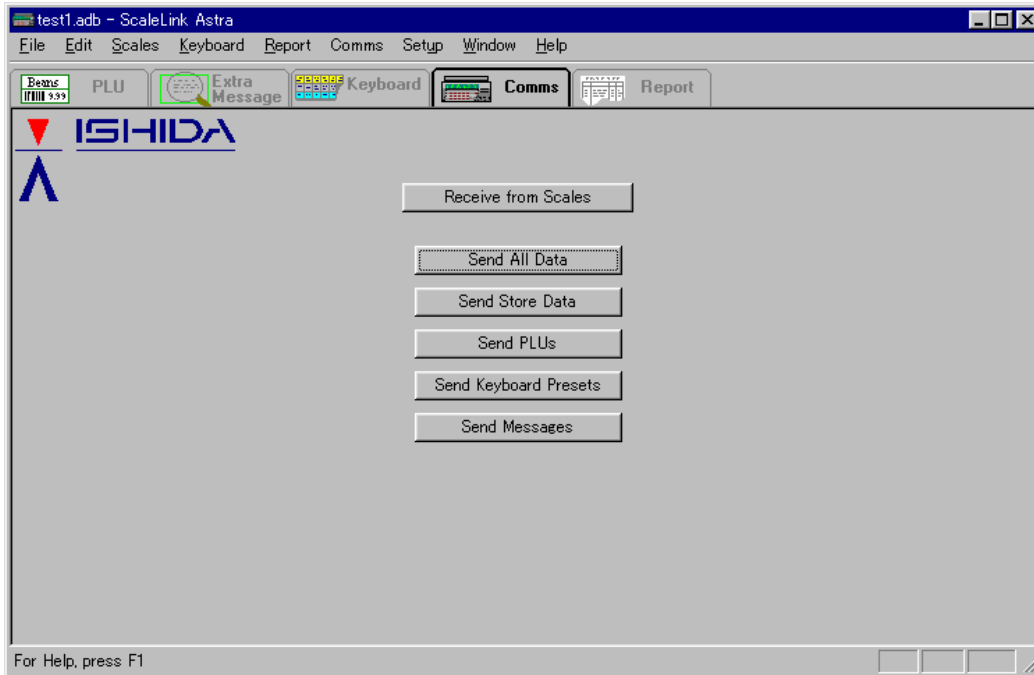
To print the keysheet, click the **Print** button at the top left of the window. A **Print Preview** command is also available in the **File** menu.

For a full explanation of how to use the keyboard function, see *Chapter 8 Keyboard*.

Scale Communications

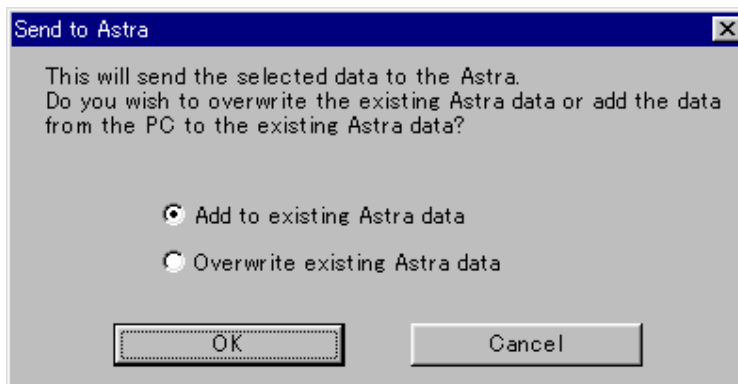
After you have set the PLUs and other scale data, use the scale communications function to send the data to the scale.

To display the scale communications screen, click the **Comms** tab at the top of the AstraLink window (below the menu bar). The figure below shows an example.



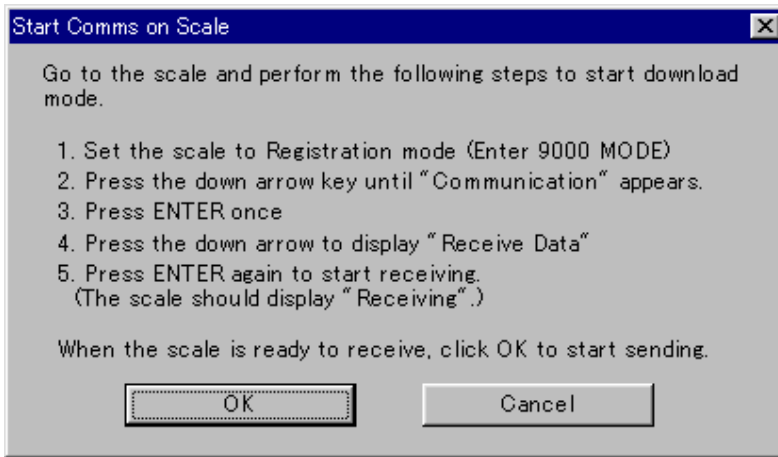
The procedure for sending data to the scales is as follows:

1. Click the **Send All Data** button in the scale communications screen. This displays the following dialog asking whether to append the data being sent to the existing scale data or whether to overwrite the existing scale data. Select the desired option, then click OK.



NOTE: The operation of the Astra scale may vary somewhat from that described below, depending on which Astra model you are using. If in doubt, consult the Astra Operation Manual.

2. Next, the following dialog appears with instructions on how to setup the scale to receive data.
Check that the cable connecting the PC to the scale is plugged in correctly.
Also, remove any keysheet from the Astra keyboard to expose the programming keyboard.
Turn on the Astra and set to REGISTRATION mode (on the Astra keyboard, enter **9000**, then press the **MODE** key).

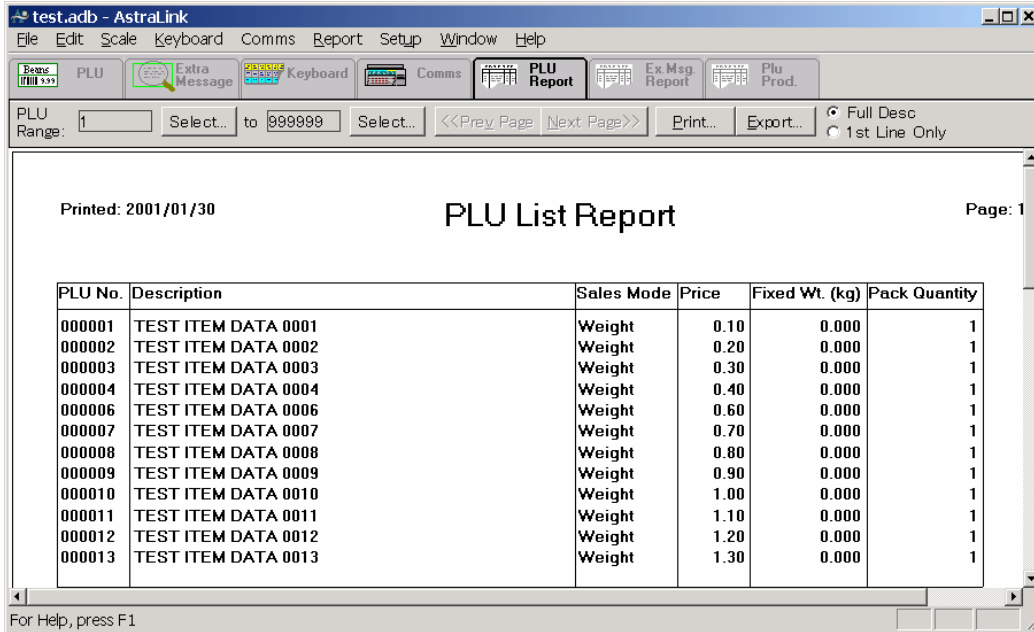


3. Press the down arrow on the Astra keyboard until "Communication" appears, then press **ENTER**, followed by the down arrow. The scale should display "receive data".
4. Press **ENTER** again. The scale displays "receiving" indicating that it is now ready to receive data.
5. Go back to the PC and click the **OK** button in the above dialog to start sending. The PC starts sending data to the scale.
If the data transfer is successful, the scale will display briefly "data received OK", then "PLU".
If communications are not successful, see the "Troubleshooting" section in *Starting AstraLink for the First Time* above.

See *Chapter 3 Communicating with the Scale* for full details on how to transfer data to and from the scale.

PLU List and Extra Message List Reports

AstraLink can print reports listing all registered PLUs and all registered extra messages. To display the report screen, click the **Report** tab at the top of the AstraLink window (below the menu bar). The figure below shows an example for the PLU report.



The tool bar at the top left has commands for specifying the range of PLUs to display (the **Select** buttons), paging through the report (<**Prev Page** and **Next Page**> buttons), and printing or exporting. Exporting outputs the report data to a text file in a format suitable for reading into software packages such as Microsoft Excel.

You can also select whether to display the entire description for each PLU or the first line only.

The operation for the Extra Message Report is the same.

PLU Production Report

Sales (production) totals for each PLU can be accumulated on the Astra and received by AstraLink to generate a production report.

The operation is similar to the PLU and Extra Message list reports described above.

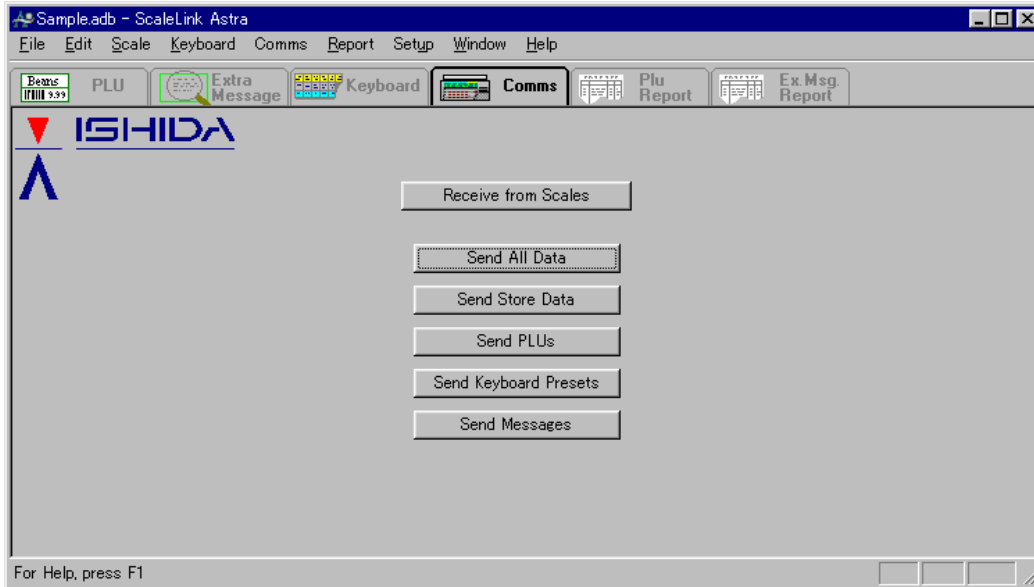
Other Features

The above sections have given you a quick introduction to the main AstraLink operations. The following lists additional features of AstraLink and where to look in the manual for an explanation.

Feature	Description	Manual Chapter
Store Name and Address	Set the store name and address to print on labels	⇒ See Chapter 9 <i>Store Name and Address</i>
Change Database	Selects which database to edit	⇒ See Chapter 4 <i>The PLU Database</i>

3. Communicating with the Scale

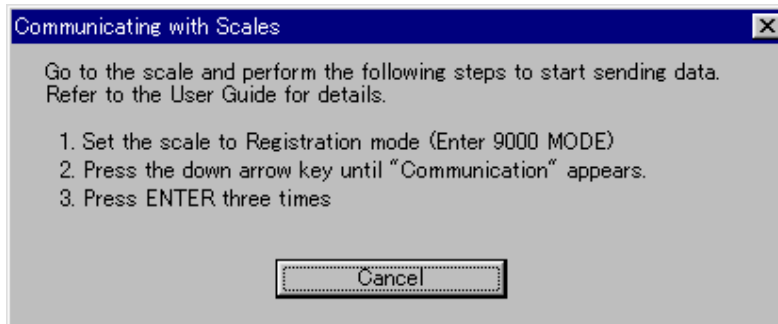
AstraLink communicates with the scale using one of the PC's serial ports. To display the scale communications screen, click the **Comms** tab at the top of the AstraLink window (below the menu bar). The figure below shows an example.



3.1 Receiving Data From the Scale

The procedure is as follows.

1. Click the **Receive from Scale** button. This displays the dialog show below.



NOTE: The operation of the Astra scale may vary somewhat from that described below, deepening on which Astra model you are using. If in doubt, consult the Astra Operation Manual.

2. AstraLink is now ready to receive data from the scale. However, to start the transfer you need to perform the following operations on the scale.
Remove any keysheet from the Astra keyboard to expose the programming keyboard.
3. On the Astra, enter **9000** using the numeric keys on the right, then press the **MODE** key. The scale display shows "registration" indicating registration mode.
4. Next, press the down arrow key a number of times until "communication" appears.

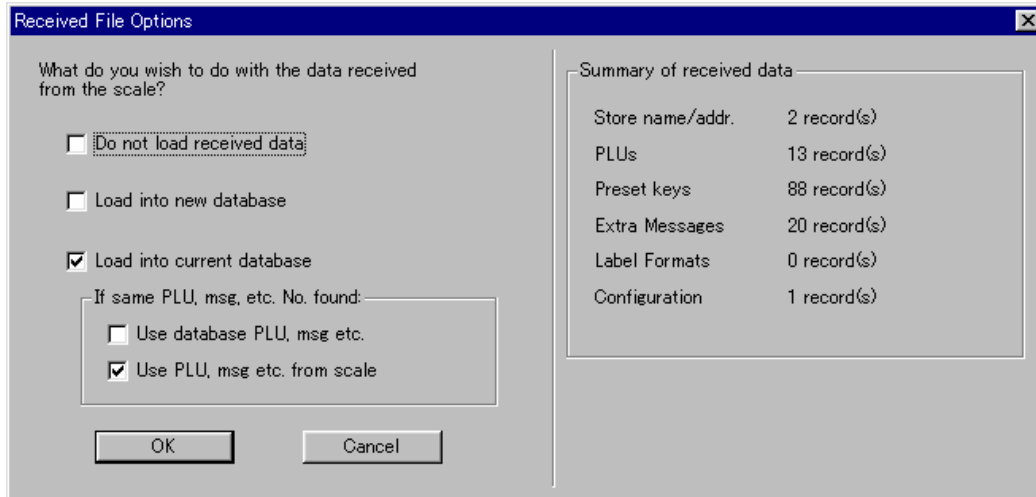
5. Press the **ENTER** key once to display "Send Data", again to display "All Data", then a third time to start sending data.

Alternatively, when "All Data" is displayed, press the down arrow to select the type of data to send, then press **ENTER** to start sending data.

If the data transfer is successful, the scale will display briefly "Sending", then "Data Sent OK", then "All Data".

If communications fails, see "*Troubleshooting*" in *Chapter 2 Getting Started*.

6. Go back to the PC. If the data transfer is successful, the following dialog appears asking you what to do with the received data.



The right side of the dialog contains a summary of the received data.

Notes

1. In addition to the data you can edit in AstraLink (PLUs, etc.), the scale also sends label format and configuration data. If you save the received data in a database, this information is also saved. This means that the AstraLink database provides a full backup for the scale. However, care is required as, if you make any changes to the scale configuration at the scale itself, these will be overwritten the next time you send data to the scale.
2. In the USA and Mexico Astra models, the configuration data includes the label format setup data and label format number. When sending data from the scales, these are not included in the "ALL DATA" menu command. Instead send this data separately using the "LABEL DATA" and "LABEL DATA 2" commands in the Astra menu.

The left side of the dialog provides you with a options for what to do with the received data.

Do not load received data

This simply discards the data without saving.

Load into new database

This creates a new database. You will be prompted to specify the file name.

Load into current database (default)

In this case, you need to specify what to do if the same PLU or message number, etc. is present in both the current database and the received scale data. The default is to update the database with the data from the scale.

Note: Some data is used in AstraLink only and is not sent to the scales. Accordingly, when you receive data back from the scale, the received data does not include this internal information. AstraLink fills in this missing information by setting default values. In other words, if you send data to the scale then read it back, this information will be lost. This includes label width information and the "Name" for extra messages.

3.2 Sending Data to the Scale

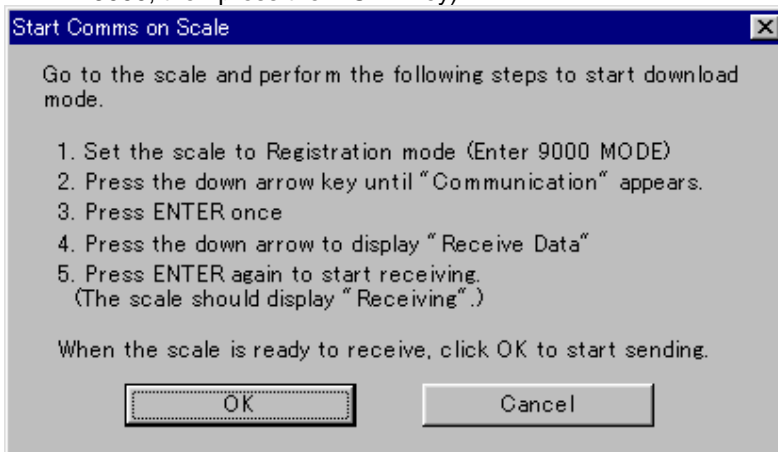
As you can see in the scale communications window, you can either send all data or a selected type of data only.

The procedure is as follows.

1. Click the button corresponding to the type of data you wish to send. This displays a dialog asking whether to append the data being sent to the existing scale data or whether to overwrite the existing scale data. Select the desired option, then click OK.



2. Next, the following dialog appears with instructions on how to setup the scale to receive data. Check that the cable connecting the PC to the scale is plugged in correctly. Also, remove any keysheet from the Astra keyboard to expose the programming keyboard. Turn on the Astra and set to REGISTRATION mode (on the Astra keyboard, enter **9000**, then press the **MODE** key).



3. Press the down arrow on the Astra keyboard until "communication" appears, then press **ENTER**, followed by the down arrow. The scale should display "Receive Data".
4. Press **ENTER** again. The scale displays "Receiving" indicating that it is now ready to receive data.
5. Go back to the PC and click the **OK** button in the above dialog to start sending. A message appears when sending completes.

If communications fails, see "*Troubleshooting*" in *Chapter 2 Getting Started*.

4. The Astra Database

AstraLink stores the scale data in a database. Whenever you change the scale data, whether by receiving data from the scale or using the AstraLink screens, AstraLink updates this database with the new data.

Selecting the Database

When you start AstraLink, the program automatically loads the database that was open when you last exited.

As most stores will keep all data in a single database, no further action is required and you can start editing scale data immediately.

However, in special cases such as when using the Astra for different purposes, you may use AstraLink to edit multiple databases. If you need to change the database, click **Change Database** in the File menu to open a dialog for selecting the new database file. Selecting a database file closes the current database and opens the new database. You can only have one database open at a time.

Automatic Database Backup

AstraLink can automatically create a backup of the current database each time the program starts. The backup database file is created in the BACKUP sub-directory of the directory containing the database file. The date of the backup is appended to the file name. AstraLink maintains three or four backups ranging approximately one month.

To restore a backed up database file, use **Change Database** in the **File** menu to open the database file, then use **Save As** to save under a new name.

The automatic backup function can be set on or off from the Options dialog. Select **Options** from the **Setup** menu.

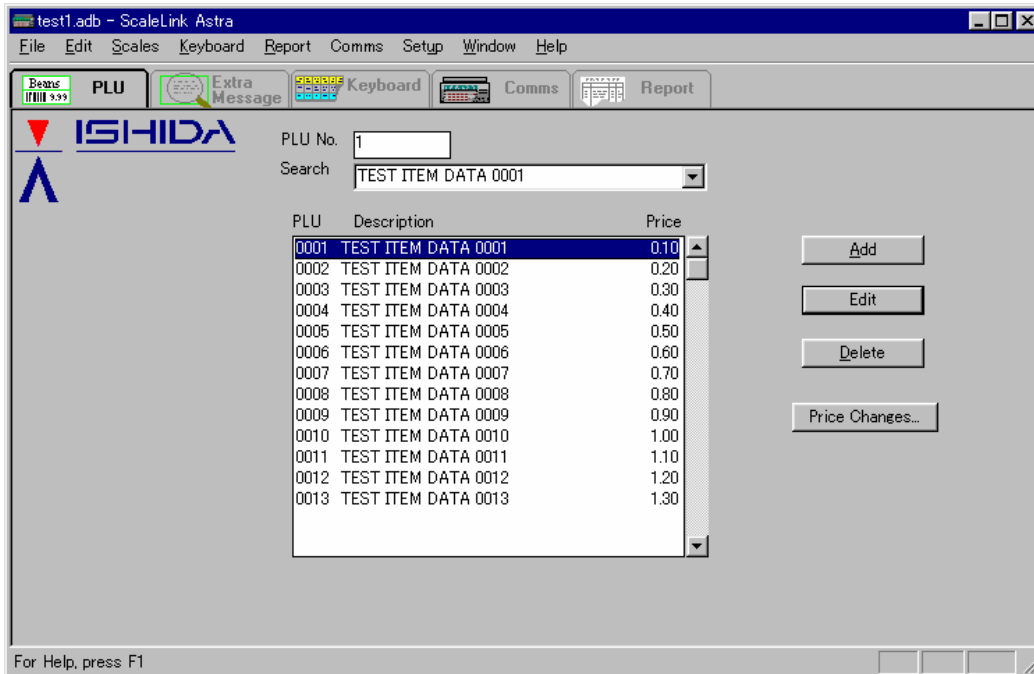
5. Editing PLUs

This section describes how to manage PLU data.

5.1 Using the PLU Search Window

The PLU search window opens automatically when you start AstraLink. Use the PLU Search window for the following operations.

- Finding a PLU
- Adding a new PLU
- Editing or deleting a PLU
- Deleting a range of PLUs
- Cutting and pasting PLUs
- Quick price changes



Finding a PLU

If you know the PLU number

Enter the PLU number in the **PLU No.** field. The specified PLU appears selected in the PLU list.

If you know some or all of the PLU name

The PLU name is the first line of the PLU description that appears on the label. Enter the initial characters of the PLU name in the **Search** field. The PLU list displays only those PLUs with names that start with the entered text. For example, entering "BEEF" displays all PLU names starting with the word "beef". (The search is not case-sensitive: entering "beef" is the same as entering "BEEF".)

You can also use the wildcard characters ("*" and "?") to specify a more detailed search condition. For example, entering "*BEEF" displays all PLU names containing the word "beef".

NOTE: The search re-executes automatically each time you type a character. The response may be a bit slow on older computers. In this case, allow a few seconds for the list to update.

If you do not know the PLU number or name

When the cursor is in the **Search** field, the PLU list only displays those PLUs that match the search condition. Click the **PLU No.** field to clear the search results and display all PLUs in the PLU list.

Next, use the scroll bar, the up and down arrow keys, or the PageUp and PageDown keys to scroll the PLU list until you find the PLU you are looking for.

Adding a New PLU

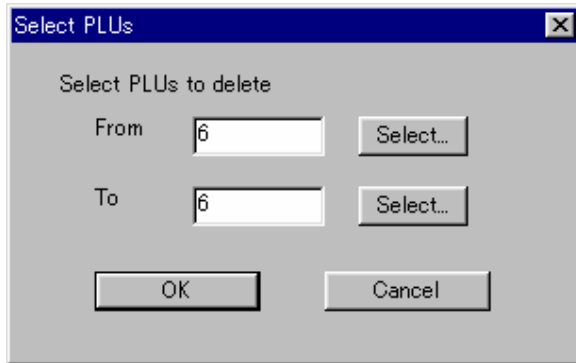
1. Click the **Add** button or select **Add** from the PLU menu. This opens a PLU Selection dialog for you to specify the PLU number. The next free PLU number appears as the default. Enter the PLU number then click OK.
Next, the PLU Edit dialog opens displaying the data for the new PLU.
The fields in the lower half of the window are set to their default values.
The specified PLU number is set in the PLU number field, but you can change the number if desired. (A warning message appears if you try to save the PLU with the same number as an existing PLU.)
The operation of the PLU Edit window is described in *5.2 Using the PLU Edit Dialog*.
2. Enter the PLU description and other data, then click the **OK** button. This saves the PLU in the database.
3. Click the **Close** button to close the window and return to the PLU Search window. Use the procedure described in **Finding a PLU** above to check that the PLU has been added.

Editing or Deleting a PLU

1. Use the procedure described in **Finding a PLU** above to find the PLU to edit or delete. Click on the PLU in the list to select.
2. To edit the PLU: click the **Edit** button, select **Edit PLU** from the PLU menu, or double-click on the PLU in the list.
This opens a PLU Edit window displaying the data for the selected PLU.
The operation of the PLU Edit window is described in *5.2 Using the PLU Edit Dialog*.
3. To delete the PLU: click the **Delete** button.
A dialog opens asking you to confirm whether to delete the PLU. Take care as there is no means of undeleting a deleted PLU.
Click **Yes** to delete the PLU from the database.

Deleting a Range of PLUs

1. Select **Delete Range** from the PLU menu. This opens a dialog for you to specify the range of PLUs to delete.



2. Enter the start and end PLU numbers or use the **Select** buttons to open a PLU selection dialog. The PLU selection dialog operates in the same way as the PLU Search window (see **Finding a PLU** above).
3. Click **OK** to delete the PLUs from the database.

Cutting and Pasting PLUs

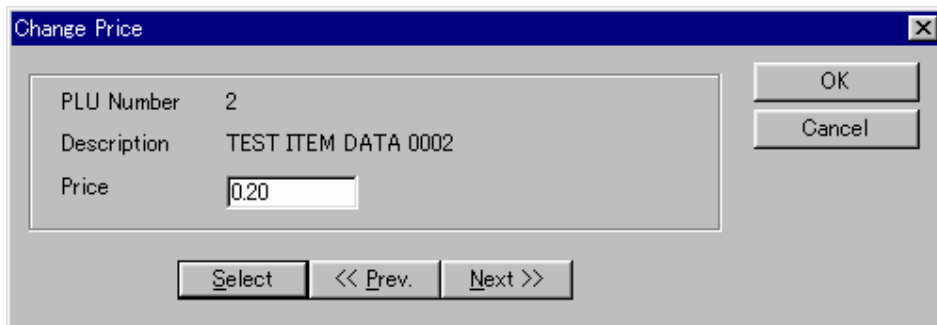
You can use the Edit menu or the standard Windows keystrokes to cut, copy and paste PLUs in the PLU list field of the PLU Search window.

When pasting a PLU, a dialog appears asking how to paste the PLU into the database (overwrite existing PLU or assign a new PLU number).

Quick Price Changes

This feature is provided to allow you to update prices quickly without editing the entire PLU.

1. To change prices, click the **Price Changes** button or select **Price Changes** from the **Scales** menu.
This opens the price change dialog shown below.



2. Enter the new price and press Enter. This saves the specified price and opens a PLU search dialog for you to select the next PLU number.
This feature is useful if you have a list of PLU price changes to make that are not in sequential order.
The intention is to allow you to change a large number of prices with the minimum number of keystrokes.
3. If necessary, use the mouse to click the **<<Prev, Next>>**, or **Select** button to find the desired PLU number.
Clicking the **Select** button opens a PLU selection dialog. The PLU selection dialog operates in the same way as the PLU Search window (see **Finding a PLU** above).
4. When finished, click the **OK** button (to save the currently displayed price change) or **Cancel** button (to close the dialog without saving).

5.2 Using the PLU Edit Dialog

This section describes how to use the PLU Edit dialog.

The contents of the PLU Edit window depends on how your system is configured. See 5.1 for an example.

The main elements of the PLU Edit window are as follows:

Control Element	Explanation
PLU description field and associated controls	<p>Located in the upper half of the dialog. The PLU description field consists of the controls for setting the font and label width, and an edit area (with a scroll bar) for editing the description text.</p> <p>How to use this field is explained below (see <i>Editing the PLU description</i>).</p>
PLU data fields	<p>Located in the lower half of the dialog. These fields are used to set the various parameters, such as the price, that determine how the PLU is printed on the scales.</p> <p>Use the mouse or TAB key to move the cursor to the desired field and enter a value or select an option from the list. A message appears if you enter a value outside the allowed range.</p>
OK button	<p>Located at the top left of the dialog. Click to save any changes you have made and close the dialog.</p>
Cancel button	<p>Located at the top left of the dialog. Click to close the dialog without saving.</p>
<<Prev and Next>> buttons	<p>Located at the top of the dialog. Click to display the next or previous PLU number. A warning message appears if the current PLU has any unsaved changes.</p>

Control Element	Explanation
New PLU button	Click to create a new PLU. A PLU search dialog opens for you to specify the new PLU number.
PLU No. field	Located on the left of the dialog. Enter a new PLU number if you wish to save the displayed data as a new PLU. A warning message appears when you save the PLU if a PLU with that number already exists. Saving the PLU data to a new PLU number does not delete the old PLU number and leaves the data for the old PLU unchanged.
Extra Message and Nutrition "Browse" buttons	Located next to the extra message and/or nutrition field. This opens a dialog displaying a list of the available extra messages or nutrition information. Select from the list and click OK to set. You can also use the Edit button in the selection dialog to edit the selected extra message or nutrition data.

Editing the PLU description

The PLU description field consists of controls for setting the font and label width, and an edit area (with a scroll bar) for editing the description text.

Click on the edit area to select the field and use the mouse or arrow keys to move the cursor within the field. The following operations are available in the PLU description field.

Operation	Explanation								
Insert text	Position the cursor at the desired location and enter text from the keyboard. The font and label width determine how many characters are displayed per line. Press the INS key to switch between insert and overwrite mode.								
Select text	Drag with the mouse or hold down the shift key and use the arrow keys to move the cursor over the desired text. The selected text appears highlighted.								
Change line font	A different font can be set for each line. Position the cursor in the line and select the desired font from the Font field. Alternatively, press Ctrl+F to step through the available fonts.								
Change label width	Set the Label Width field to the actual label width to be used for this PLU. This updates the description field to only display as many characters as will fit on the label. NOTE: This setting is only used within AstraLink. It has no effect on the actual label width on the scale.								
Description Text Length	The maximum description text length is displayed next to the Label Width field. The length of the currently entered description text and any selected extra message is displayed on the status line at the bottom of the dialog. A warning message appears when you try to save the PLU if the description length is too long. Description lengths that are too long do not print correctly on the Astra. NOTE: The maximum description length is set by Label Sizes in the Setup menu.								
Cut, Copy or Paste	Use the standard Windows keystrokes (listed below) to cut, copy or paste description text. <table border="1"><thead><tr><th>Keystroke</th><th>Operation</th></tr></thead><tbody><tr><td>Ctrl+X or Shift+Del</td><td>Cut</td></tr><tr><td>Ctrl+C or Ctrl+INS</td><td>Copy</td></tr><tr><td>Ctrl+V or Shift+INS</td><td>Paste</td></tr></tbody></table>	Keystroke	Operation	Ctrl+X or Shift+Del	Cut	Ctrl+C or Ctrl+INS	Copy	Ctrl+V or Shift+INS	Paste
Keystroke	Operation								
Ctrl+X or Shift+Del	Cut								
Ctrl+C or Ctrl+INS	Copy								
Ctrl+V or Shift+INS	Paste								

6. Extra Messages and Storage Instructions

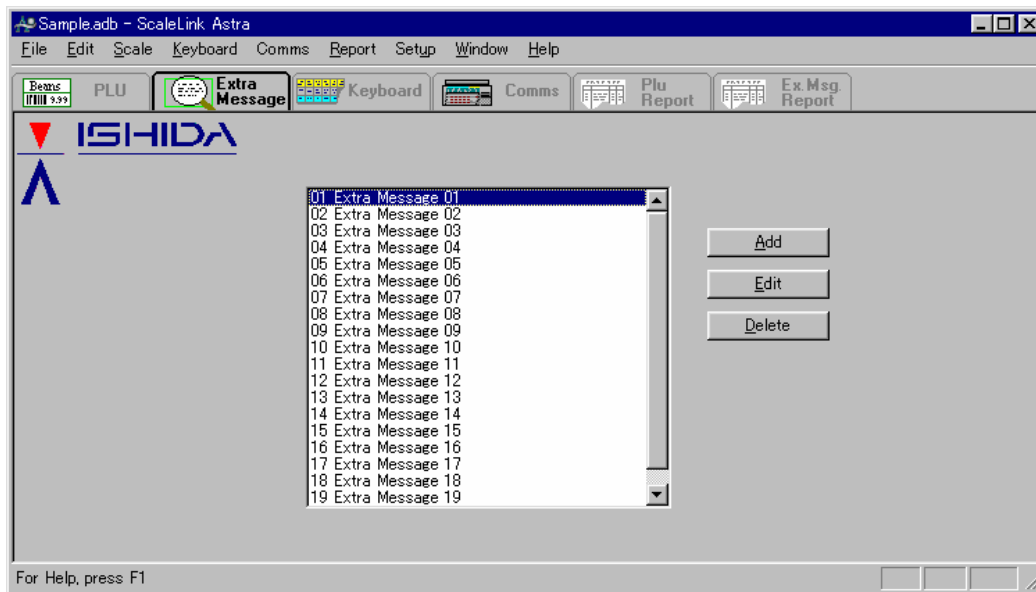
This chapter describes how to create and edit extra messages.

Extra messages are a way of defining additional text, such as ingredient lists, to appear on labels. You use the extra message function to create and edit the extra messages, then use the PLU Edit dialog (described above) to assign extra messages to PLUs.

NOTE: Storage instructions are only applicable to the Sweden version of the Astra. The operation is identical to extra messages, as described below.

Creating and Editing Extra Messages

1. To display the extra message screen, click the extra messages tab at the top of the AstraLink window (below the menu bar). The figure below shows an example.



2. Click the **Add** button to create a new message, or click on an existing message to select, then click the **Edit** button to edit the message (or simply double-click on a message).
A dialog opens to edit the message.



3. Enter the message name. The name entered here appears in the extra message screen (step 2 above).
4. Enter the message text. The operation of the message text field is described below.
5. Optionally, you can change the message number in the **Msg No.** field to save the displayed message with a different number. A warning message appears when you click the **OK** button if a message with that number already exists.
6. When you have finished, click **OK** to save the message. This returns you to the extra message screen.

Editing the message text

The message text field consists of controls for setting the font and label width, and an edit area (with a scroll bar) for editing the message text.

Click on the edit area to select the field and use the mouse or arrow keys to move the cursor within the field. The following operations are available in the PLU description field.

Operation	Explanation								
Insert text	Position the cursor at the desired location and enter text from the keyboard. The font and label width determine how many characters are displayed per line. Press the INS key to switch between insert and overwrite mode.								
Select text	Drag with the mouse or hold down the shift key and use the left or right arrow key to move the cursor over the desired text. The selected text appears highlighted.								
Change line font	A different font can be set for each line. Position the cursor in the line and select the desired font from the Font field. Alternatively, press Ctrl+F to step through the available fonts.								
Change label width	Set the Label Width field to the actual label width to be used. This updates the message field to only display as many characters as will fit on the label. NOTE: This setting is only used within AstraLink. It has no effect on the actual label width on the scales.								
Cut, Copy or Paste	Use the standard Windows keystrokes (listed below) to cut, copy or paste message text. <table border="1" data-bbox="487 1176 974 1302"><thead><tr><th><u>Keystroke</u></th><th><u>Operation</u></th></tr></thead><tbody><tr><td>Ctrl+X or Shift+Del</td><td>Cut</td></tr><tr><td>Ctrl+C or Ctrl+INS</td><td>Copy</td></tr><tr><td>Ctrl+V or Shift+INS</td><td>Paste</td></tr></tbody></table>	<u>Keystroke</u>	<u>Operation</u>	Ctrl+X or Shift+Del	Cut	Ctrl+C or Ctrl+INS	Copy	Ctrl+V or Shift+INS	Paste
<u>Keystroke</u>	<u>Operation</u>								
Ctrl+X or Shift+Del	Cut								
Ctrl+C or Ctrl+INS	Copy								
Ctrl+V or Shift+INS	Paste								

Assigning an Extra Message to a PLU

The **Message No.** field in the PLU Edit dialog assigns the extra message for that PLU. Use the **Browse** button on the right of the field to display a dialog listing the available extra messages.

Set **Message No.** to zero to not assign any extra message to the PLU.

Deleting an Extra Message

1. To display the extra message screen, click the extra messages tab at the top of the AstraLink window (below the menu bar).
2. Click on a message to select it then click the **Delete** button. A warning message appears asking you to confirm deletion.
3. Alternatively, you can select **Delete Range** from the **Edit** menu to delete a range of messages. This opens a dialog for you to select the range of messages to delete.

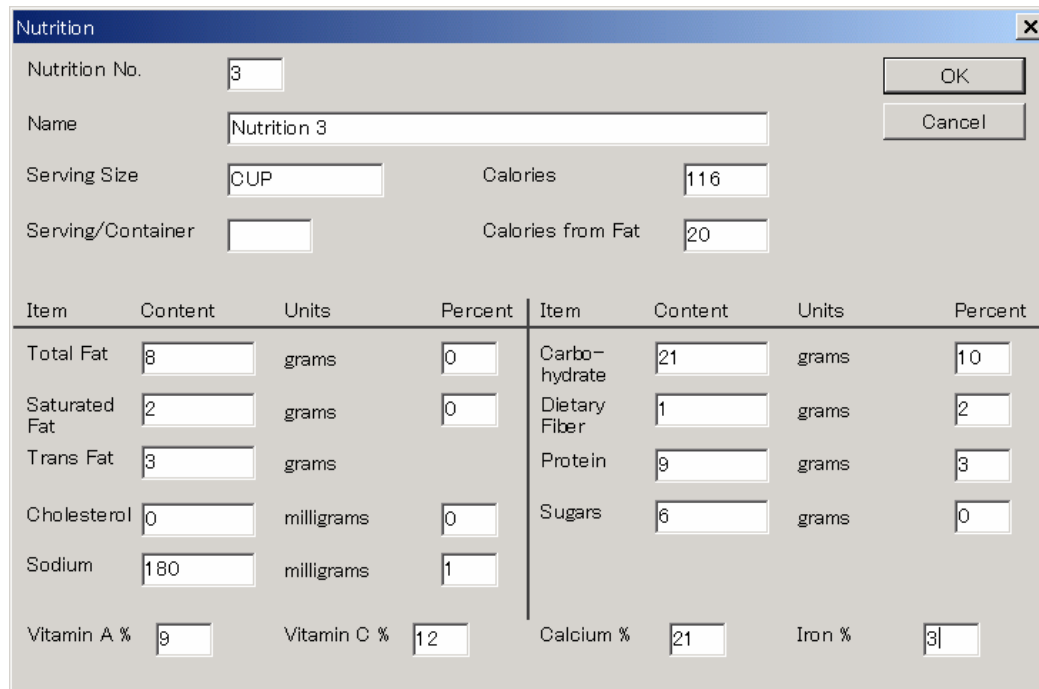
7. Nutrition (USA)

This feature is only available on some USA-version scales.

The nutrition feature defines the information to be printed in the nutrition panel on PLU labels

Creating and Editing Nutrition Information

1. To display the nutrition screen, click the nutrition tab at the top of the AstraLink window (below the menu bar).
2. Click the **Add** button to create a new nutrition record, or click on an existing nutrition record to select, then click the **Edit** button to edit the nutrition information (or simply double-click on a nutrition record).
The dialog shown below opens to edit the nutrition information.



The screenshot shows a dialog box titled "Nutrition" with the following fields and a table:

Nutrition No.
Name
Serving Size Calories
Serving/Container Calories from Fat

Item	Content	Units	Percent	Item	Content	Units	Percent
Total Fat	<input type="text" value="8"/>	grams	<input type="text" value="0"/>	Carbo-hydrate	<input type="text" value="21"/>	grams	<input type="text" value="10"/>
Saturated Fat	<input type="text" value="2"/>	grams	<input type="text" value="0"/>	Dietary Fiber	<input type="text" value="1"/>	grams	<input type="text" value="2"/>
Trans Fat	<input type="text" value="3"/>	grams		Protein	<input type="text" value="9"/>	grams	<input type="text" value="3"/>
Cholesterol	<input type="text" value="0"/>	milligrams	<input type="text" value="0"/>	Sugars	<input type="text" value="6"/>	grams	<input type="text" value="0"/>
Sodium	<input type="text" value="180"/>	milligrams	<input type="text" value="1"/>	Calcium %	<input type="text" value="21"/>	Iron %	<input type="text" value="3"/>
Vitamin A %	<input type="text" value="9"/>	Vitamin C %	<input type="text" value="12"/>				

3. Enter the nutrition information name. The name entered here appears in the nutrition screen (step 2 above).
4. Enter the nutrition information in each field of the dialog.
5. Optionally, you can change the nutrition number in the **Nutrition No.** field to save the displayed nutrition record with a different number. A warning message appears when you click the **OK** button if a nutrition record with that number already exists.
6. When you have finished, click **OK** to save the nutrition information.
This returns you to the nutrition screen.

Assigning Nutrition Information to a PLU

The **Nutrition** field in the PLU Edit dialog assigns the nutrition information for that PLU. Use the **Browse** button on the right of the field to display a dialog listing the available nutrition information.

Set the **Nutrition** field to zero to not assign any nutrition information to the PLU.

Deleting Nutrition Records

1. To display the nutrition screen, click the nutrition tab at the top of the AstraLink window (below the menu bar).
2. Click on a nutrition record to select it then click the **Delete** button. A warning message appears asking you to confirm deletion.
3. Alternatively, you can select **Delete Range** from the **Edit** menu to delete a range of nutrition records. This opens a dialog for you to select the range of nutrition records to delete.

8. Nutrition and Ingredients (NZ)

This feature is only available on some New Zealand-version scales.

The nutrition feature defines the information to be printed in the nutrition panel on PLU labels

Creating and Editing Nutrition Information

1. To display the nutrition screen, select the PLU in the PLU window and click the **Nutrition** button

	Quantity/Serve		Quantity/100g	
Energy	34		34	
Protein	32	g	32	g
Fat, Total	12	g	12	g
Fat, Saturated	4	g	4	g
Carbohydrates, Total	19	g	19	g
Sugars	4	g	4	g
Sodium	321	mg	321	mg
		g		g

2. Enter the nutrition data in the fields. If you wish you can copy the nutrition data from another PLU by clicking the **Copy From** button and selecting the PLU from the list.
3. When you have finished, click **OK** to save the nutrition information. This returns you to the PLU screen.

Creating and Editing Ingredients Information

1. To display the ingredients screen, select the PLU in the PLU window and click the **Ingredients** button.
2. The operation of the ingredients screen is the same as for extra messages. Enter the ingredients text and click the **OK** button to save.

Deleting Nutrition Data

1. Select the PLU in the PLU window and select **Delete Nutrition** from the **Edit** menu. This deletes the nutrition data for the selected PLU.

Deleting Ingredient Data

1. Select the PLU in the PLU window and select **Delete Ingredients** from the **Edit** menu. This deletes the ingredients data for the selected PLU.

Deleting a PLU also deletes the associated nutrition and ingredients data.

9. Keyboard

Keyboard presets allow you to define the meaning of keys on the scale keyboard. The Astra keyboard has a shift key, so you can define two meanings for each key. Meanings that can be assigned to keys include PLU numbers, extra messages, and tare weights.

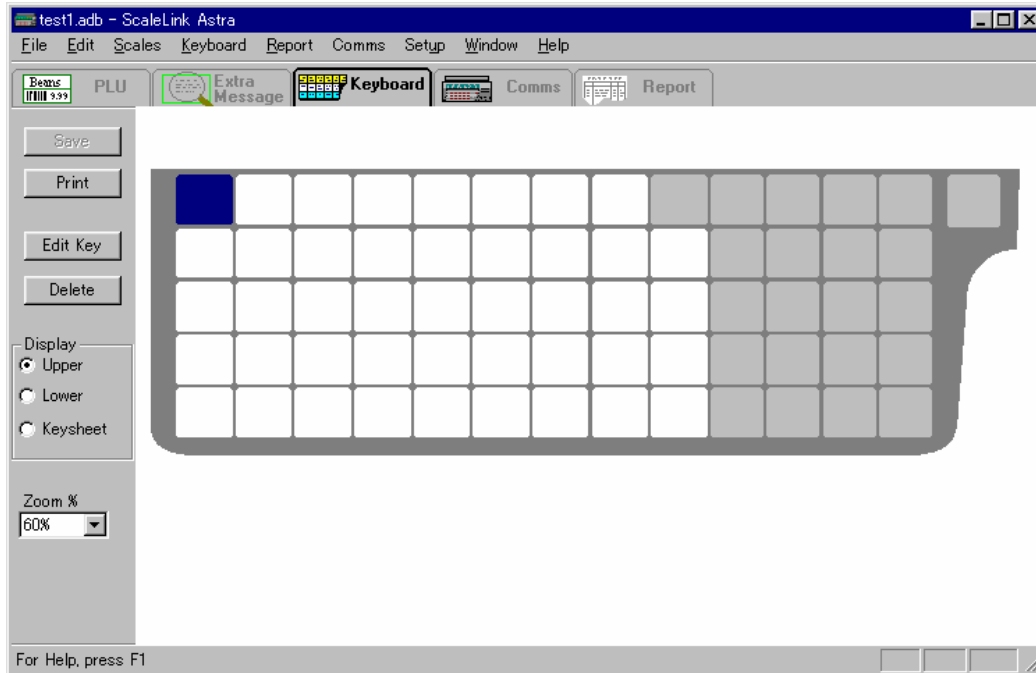
The keyboard screen can be used to edit three different types of data. Use the **Display** buttons on the bottom left of the window to switch between the three options.

9.1 Defining the Upper and Lower Key Meanings

The scale keyboard has a shift key, so you can define two meanings for each key. These are called the upper (standard) and lower (shift key pressed) keys respectively.

However, meanings can only be assigned to the keys on the left side of the keyboard. The righthand side keys appear gray as in the example below.

1. To display the keyboard screen, click the keyboard tab at the top of the AstraLink window (below the menu bar).
2. In the **Display** buttons on the bottom left of the screen, select **Upper**. The figure below shows an example.

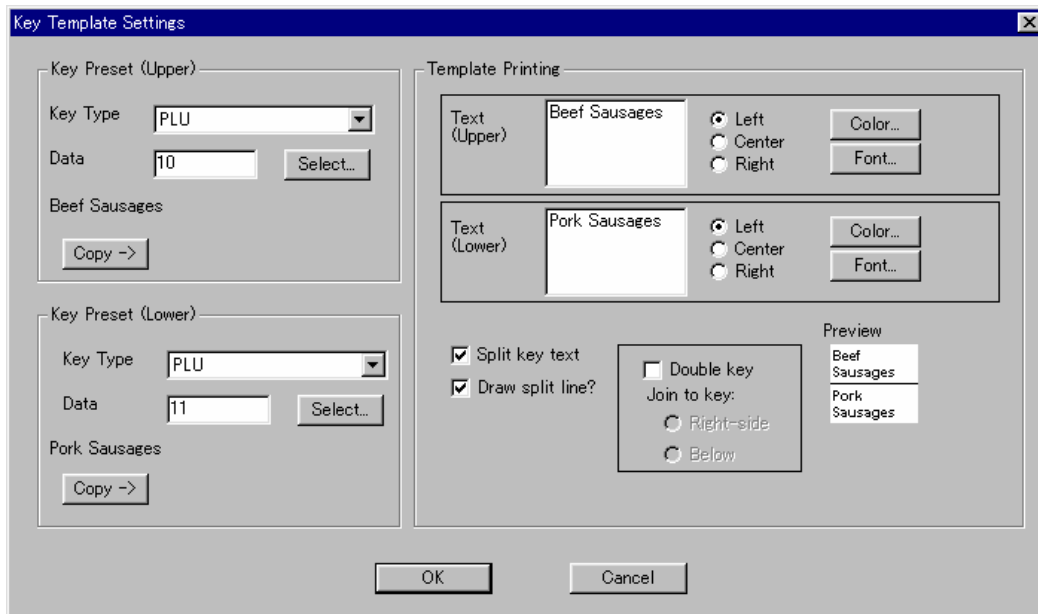


3. Edit the key definitions as described below. Click the **Upper** and **Lower** buttons in the **Display** area at the bottom left of the window to switch the display between the upper and lower keys.
4. When you have finished, click the **Save** button to save your changes.

Editing the keyboard presets

The following operations are available:

Operation	Explanation
Edit key	<p>Double-click on a key, or click on a key to select then click the Edit Key button.</p> <p>This opens the dialog shown below for specifying the key meaning.</p> <p>The upper key meaning is set at the top left of the dialog and the lower key meaning at the bottom left. The Key Type selects the key meaning and Data specifies the value associated with the key. (In this case, the key is assigned to PLU number 10.)</p> <p>For some key types, you can use the Select button to open a dialog listing the available values.</p> <p>Setting data is not applicable for some key types. In this case, the Data field becomes disabled.</p> <p>The functions of the other parts of the dialog are explained later.</p> <p>Set the Key Type and Data, then click OK to exit.</p>



Set Default	<p>This sets the default settings for keysheet template printing. The default settings are used for keys for which no keysheet template print settings have been entered (or which have been deleted by Delete Key.)</p> <p>This can be used to set a standard background color and default font, for example.</p>
Delete key	<p>Click on a key then click the Delete button to delete the definition for that key.</p>
Display	<p>These three buttons switch between displaying the upper keys, lower keys, and keysheet template (described below).</p>
Zoom	<p>Sets the display magnification. You can set a custom zoom ratio by selecting Zoom → Custom from the Keyboard menu.</p>

Save

| Saves your changes to the database.

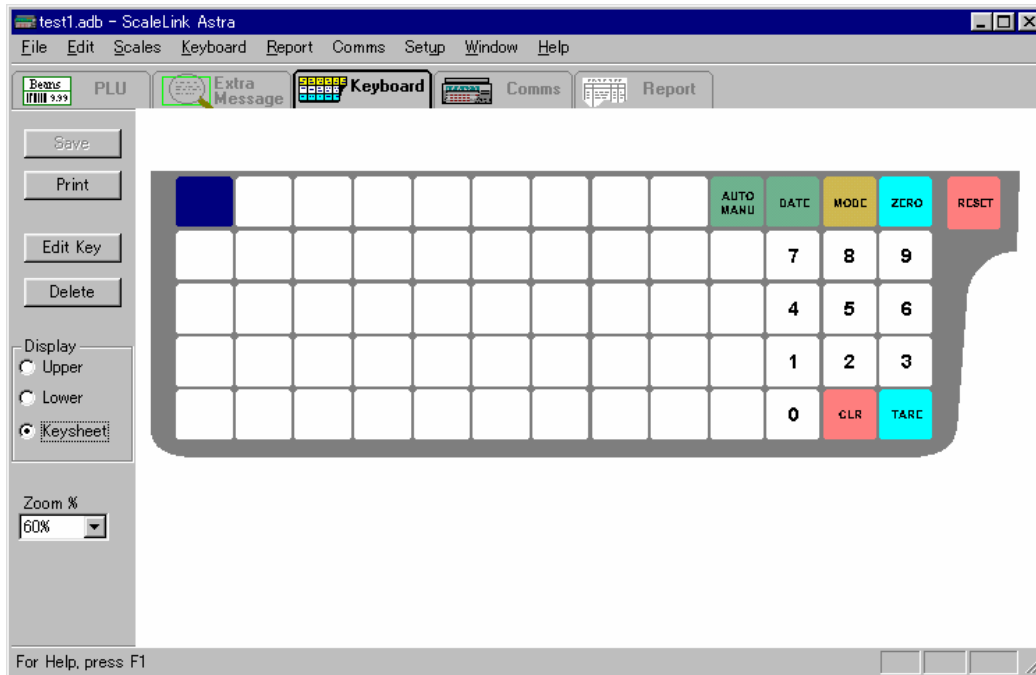
Operation	Explanation								
Clear Changes	Selecting Clear Changes from the Keyboard menu resets the keyboard data to the state when last saved.								
Cut, Copy and Paste	<p>You can cut, copy and paste key definitions using the standard Windows keystrokes (listed below) or using the Edit menu.</p> <table border="1"> <thead> <tr> <th>Keystroke</th> <th>Operation</th> </tr> </thead> <tbody> <tr> <td>Ctrl+X or Shift+Del</td> <td>Cut</td> </tr> <tr> <td>Ctrl+C or Ctrl+INS</td> <td>Copy</td> </tr> <tr> <td>Ctrl+V or Shift+INS</td> <td>Paste</td> </tr> </tbody> </table>	Keystroke	Operation	Ctrl+X or Shift+Del	Cut	Ctrl+C or Ctrl+INS	Copy	Ctrl+V or Shift+INS	Paste
Keystroke	Operation								
Ctrl+X or Shift+Del	Cut								
Ctrl+C or Ctrl+INS	Copy								
Ctrl+V or Shift+INS	Paste								
Drag & Drop	<p>Click on a key to select, then hold down the left mouse button to drag the key definition to another key location.</p> <p>If you hold down the Ctrl key when you release the mouse button this copies the key definition instead of just moving it.</p>								

9.2 Printing Keysheet Templates

In addition to defining the preset key meanings, you can also use AstraLink to print the keysheet template.

The procedure is as follows.

1. To display the keyboard screen, click the keyboard tab at the top of the AstraLink window (below the menu bar).
2. In the **Display** buttons on the bottom left of the screen, select **Keysheet**.
The figure below shows an example.

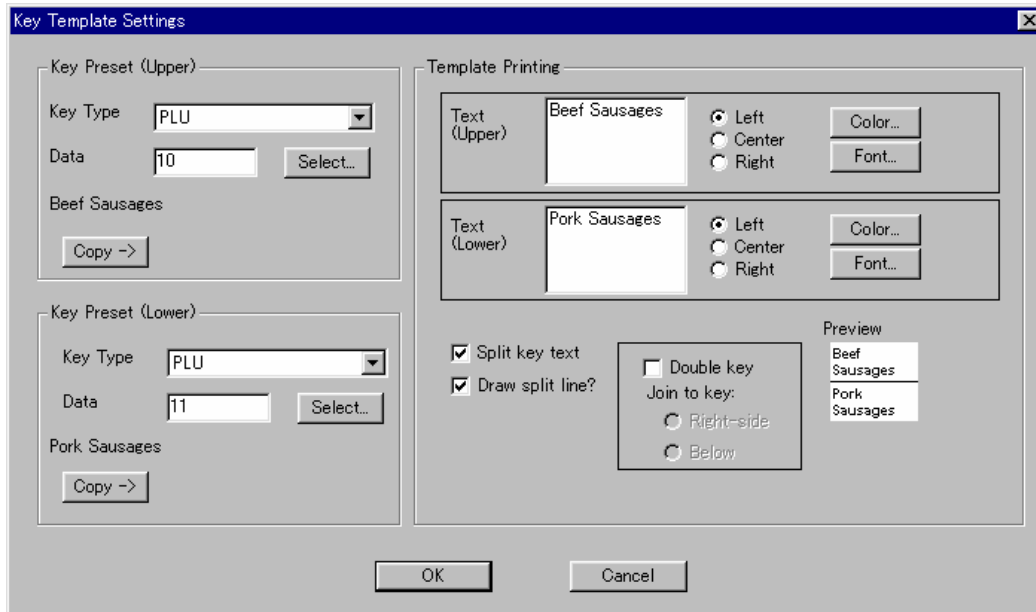


3. Set the print format for each key as described below.
The operation of the window is the same as for setting the upper and lower keys (described above).
4. When you have finished, click the **Save** button to save your changes.
5. To print the keysheet, click the print button or select **Print** from the **File** menu.

Note: Some Windows printer drivers do not print rotated text correctly (the keysheet text must be rotated if printing in portrait mode).
If the keysheet does not print correctly on your printer, select **Options** in the **Setup** menu and change the "**Bypass bug in printer driver**" setting. Alternatively, use **Print Setup** in the **File** menu to set the printer to landscape mode.

Editing the keysheet print settings

Double-click on a key, or click on a key to select then click the **Edit Key** button. This opens the dialog shown below for specifying the key print format.



The keysheet template print settings are on the right side of the dialog.

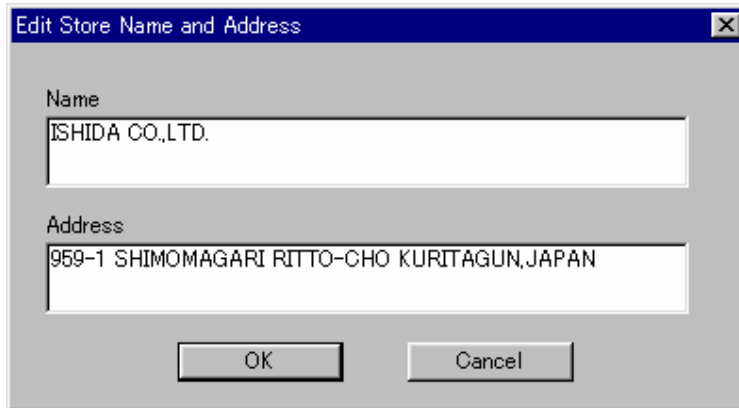
The following operations are available:

Operation	Explanation
Key text (upper and lower)	Enter the text to print in the key. If you wish to print text for both the upper and lower key meanings, set the Split key text button ON. The entered text appears in the Preview box on the bottom right.
Justification	Select whether you wish the text to be left-justified, centered, or right-justified.
Font and Color	Click on the Font and Color buttons to set the text font and background colors respectively.
Draw split line?	This draws a horizontal line through the middle of the key to separate the upper and lower key meanings.
Double key	Setting this button ON defines a double size key, such as the PRINT and PLU keys on the right side of the Astra keyboard. This links the selected key to the key on the right or to the key below.
Copy →	The Copy → buttons in the upper and lower Key Preset areas (left side of the dialog) copy the key meaning (PLU name, etc.) to the key text field.

10. Store Name and Address

This defines the store name and address printed on PLU labels.

1. Click **Store Name and Address** in the **Scales** menu.
2. This opens a store name and address edit dialog. Enter the information for your store then click the **OK** button to save your changes.



Dialog box titled "Edit Store Name and Address" with a close button (X) in the top right corner. The dialog contains two text input fields:

- Name:** ISHIDA CO.,LTD.
- Address:** 959-1 SHIMOMAGARI RITTO-CHO KURITAGUN,JAPAN

At the bottom of the dialog are two buttons: **OK** and **Cancel**.

11. PLU and Extra Message List Reports

The PLU and Extra Message list reports generate reports listing the registered PLUs and extra messages respectively.

The PLU report lists the PLU number, PLU description, and a number of additional PLU fields such as the price. Which additional PLU fields are printed is determined by the width of the printer page. (The line length adjusts automatically based on the size of the printer paper.) Accordingly, if you wish to include more fields in the report, it is recommended that you set your printer to landscape mode.

To set landscape mode, select **Print Setup** in the **File** menu to open a printer setup dialog.

The extra message report lists the extra message text for each message.

The operation is the same for both report windows. The following explains for the case of the PLU report.

1. If necessary, click **Print Setup** in the File menu to check the printer settings.
2. To display the report screen, click the **Report** tab at the top of the AstraLink window (below the menu bar). The figure below shows an example.

Printed: 00/07/01 Page: 1/1

PLU No.	Description	Sales Mode	Price	Fixed Wt. (kg)	Pack Quantity
000001	TEST ITEM DATA 0001	Weight	0.10	0.000	1
000002	TEST ITEM DATA 0002	Weight	0.20	0.000	1
000003	TEST ITEM DATA 0003	Weight	0.30	0.000	1
000004	TEST ITEM DATA 0004	Weight	0.40	0.000	1
000005	TEST ITEM DATA 0005	Weight	0.50	0.000	1
000006	TEST ITEM DATA 0006	Weight	0.60	0.000	1
000007	TEST ITEM DATA 0007	Weight	0.70	0.000	1
000008	TEST ITEM DATA 0008	Weight	0.80	0.000	1
000009	TEST ITEM DATA 0009	Weight	0.90	0.000	1
000010	TEST ITEM DATA 0010	Weight	1.00	0.000	1
000011	TEST ITEM DATA 0011	Weight	1.10	0.000	1
000012	TEST ITEM DATA 0012	Weight	1.20	0.000	1
000013	TEST ITEM DATA 0013	Weight	1.30	0.000	1

For Help, press F1

3. Use the **Select** buttons to specify the range of PLUs to print.
4. Click the **Print** button to start printing or the **Export** button to output the report data to a file.

Report Window Operations

The following operations are available using the tool bar at the top of the PLU and Extra Message report windows.

Operation	Explanation
Specify range of PLUs to print	Use the Select buttons to specify the start and end PLU or message numbers for the report.
View report on-screen	Use the << Prev Page and Next Page >> buttons to step through the report pages on-screen. If necessary, use the scroll bars to scroll sections of the report page into view.
Preview printing	Click Print Preview in the File menu.
Start printing	Click the Print button or click Print in the File menu.
Export to text file	Click the Export button to open a File Save As dialog to specify the file in which to save. Click OK to output the report contents to the text file. Each line of the report is output with the fields separated by commas. This is called comma-separated-value (CSV) format. This format is suitable for reading into other software packages such as Microsoft Excel.
Full desc/ 1st line only	Click these buttons to switch between displaying the full PLU description text or the first line only.

12. Production Totals Report

Sales (production) totals for each PLU can be accumulated on the Astra and received by AstraLink to generate a production report.

The production totals include the quantity, total weight and total value of each PLU. Additional PLU fields such as the price can also be included in the report. Which additional PLU fields are printed is specified in the AstraLink setup. Contact your dealer for details.

Cumulative Totals Report

The Greek version of the Astra also supports a cumulative totals report. In this case, the scale maintains cumulative production totals for each PLU number, which are typically never cleared. Accordingly, specifying a date range is not applicable for the cumulative totals report.

Other than this, the operation of the cumulative totals report in AstraLink is the same as for the PLU production report described below.

The operation of the report window is as follows.

1. To display the report screen, click the **Plu Prod.** tab at the top of the AstraLink window (below the menu bar). The figure below shows an example.

Printed: 2001/01/30 Page: 1

Production from 2001/01/30 to 2001/01/30

PLU No.	Description	Price	Quantity	Weight	Value
000120	STRAIGHT CUT CHIPS	9.95	14	0.11	1.28
000121	CORN COBS	5.95	14	0.11	1.28
000122	DRIPPING	1.50	14	0.11	1.28
000123	LARD	1.95	14	0.11	1.28
000124	EGGS HALF DOZEN	1.55	14	0.11	1.28
001201	EGGS 1 DOZEN	2.50	2	1.03	1.04
001202	EGGS TRAY	5.95	4	1.06	1.08
001203	HASH BROWNS	0.70	6	1.09	0.10
001204	LASAGNE	1.30	8	0.10	1.10
001205	MARINADE	4.32	0	0.10	1.14
001206	MIXED VEGETABLES	5.95	0	1.12	1.18
001207	PEAS	4.50	0	1.15	0.11
001208	PIZZA	10.50	10	1.18	1.20

For Help, press F1

3. Use the **Select** buttons to specify the range of PLUs to print.
4. Use the **Date Range** button to specify the date range for the report.
Note that the dates represent the date that the totals data was received from the Astra. This may not be the same as the date of the actual sales on the Astra.
5. Click the **Print** button to start printing or the **Export** button to output the report data to a file.

Report Window Operations

The following operations are available using the tool bar at the top of the PLU Production report window.

Operation	Explanation
Specify range of PLUs to print	Use the Select buttons to specify the start and end PLU or message numbers for the report.
Specify date range for report	Use the Date Range button to specify the start and end dates for the report. Note that the dates represent the date that the totals data was received from the Astra. This may not be the same as the date of the actual sales on the Astra.
View report on-screen	Use the <<Prev Page and Next Page>> buttons to step through the report pages on-screen. If necessary, use the scroll bars to scroll sections of the report page into view.
Preview printing	Click Print Preview in the File menu.
Start printing	Click the Print button or click Print in the File menu.
Export to text file	Click the Export button to open a File Save As dialog to specify the file in which to save. Click OK to output the report contents to the text file. Each line of the report is output with the fields separated by commas. This is called comma-separated-value (CSV) format. This format is suitable for reading into other software packages such as Microsoft Excel.

13. Price Importing

Price changes can be imported from a text file.

The text file format must consist of a PLU number and price value separated by a comma on each line, as shown in the example below. The decimal point in the price is optional.

Text import format

```
1001,1.23
1002,3.45
1003,5.67
```

This imports price changes for PLUs 1001, 1002, and 1003. The prices are set to \$1.23, \$3.45, and \$5.67 respectively.

The PLUs must already exist in the AstraLink database.

The operation of the price import function is as follows:

1. Select **Import Prices** from the **File** menu. A File Open dialog appears.
2. Select the file to import, then click **Open**.
3. AstraLink imports the price changes from the file and updates the database. A message appears when the import has finished indicating how many prices were imported and whether any lines had errors.
An error means either the text format was invalid or the specified PLU number does not exist in the AstraLink database.