



**riteSCAN®**  
**SMART SCAN GUIDE**

**VERSION 6.51.X.X**

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# riteSCAN<sup>®</sup> Printing Guide

Version 6.51.X.X

## Contents

<b>1</b>	<b>WELCOME .....</b>	<b>3</b>
<b>2</b>	<b>SMART SCAN OVERVIEW .....</b>	<b>3</b>
<b>3</b>	<b>SMART SCAN BARCODES .....</b>	<b>3</b>
3.1	EXAMPLE BARCODES .....	3
3.1.1	<i>Sequential</i> .....	3
3.1.2	<i>Prefixed</i> .....	4
<b>4</b>	<b>CREATING A FORMAT .....</b>	<b>4</b>
4.1	NAME .....	5
4.2	DELIMITER .....	5
4.3	DATE FORMAT .....	5
4.4	HEADER .....	6
4.5	TRAILER .....	7
4.6	TYPE .....	7
4.7	ID: .....	7
4.8	FIELD: .....	7
4.9	# OF CHARS: .....	7
<b>5</b>	<b>ENABLING SMART SCAN FOR A USER.....</b>	<b>8</b>
<b>6</b>	<b>USING SMART SCAN IN THE CLIENT .....</b>	<b>8</b>
<b>7</b>	<b>USING SMART SCAN AT LOGIN (ID BADGES) .....</b>	<b>8</b>
<b>8</b>	<b>ADDITIONAL HELP AND SUPPORT .....</b>	<b>8</b>

## 1 Welcome

Welcome to the riteSCAN Smart Scan Guide. This document provides the information that will help you configure riteSCAN for parsing barcodes using the Smart Scan feature.

## 2 Smart Scan Overview

Using Smart Scan, riteSCAN can be configured to read barcodes containing multiple pieces of data. The data in the barcodes is parsed into separate data elements and is placed in the appropriate on-screen fields within riteSCAN. Each screen or module within riteSCAN can be configured to use or not use Smart Scan and can also be configured to use different Smart Scan profiles per screen.

The first configuration step is to create a Smart Scan Format. riteSCAN will use the Format to determine which data values are present in the barcode. The Format also defines the header, trailer, and how the barcode data is delimited.

The next step in the configuration process is to setup the riteSCAN operators to use Smart Scan. This includes giving them rights to use Smart Scan and whether to auto-prompt for Smart Scan barcodes.

## 3 Smart Scan Barcodes

Smart Scan reads barcodes that contain some or all of the information needed to post transactions in riteSCAN. Barcodes can be all different types (1d, 2d, code 128, data matrix, etc.). Smart Scan works with any type of barcode the scanner can read. For barcodes containing a lot of information, 2d barcodes are best because they take up less physical space.

There are two distinctly different types of barcode formats for Smart Scan: sequential, and prefixed.

- Sequential formats will have the same sequence of data items (i.e. Stock Code, Warehouse, Bin). This sequence will remain the same for each barcode. For example, the first data field will always be Stock Code, the second will always be Warehouse and so on.
- Prefixed formats use identifiers to specify which field each data item maps to. This allows for data items to be in any order inside of the barcode, therefore making the format much more versatile. The example below represents a prefixed format barcode.

As a note, sequential formats can have prefixes as well (they are sometimes used to help people to read and understand the contents of a barcode).

### 3.1 Example Barcodes

#### 3.1.1 Sequential

If the data items are always in the same order (Stock Code, Warehouse, Bin), a sequential format could be used. Formats are described in the next section.

# \*100,FG,FG\*

100,FG,FG

### 3.1.2 Prefixed

If the order of the items is not always consistent between barcodes, a prefixed format must be used. Formats are described in the next section.

**Note: The prefixes chosen must never appear in any of the data, this will cause the data to be parsed incorrectly. So in the examples below the 101, 200 and 302 cannot exist in any Stock Code, Warehouse or Bin.**

In this example barcode, we have a Stock Code, Warehouse and Bin. Each data item is prefixed by a unique identifier. 101 refers to a stock code, 200 refers to a warehouse, and 302 refers to a bin.



101A100,200FG,302FG

If a prefixed format is used, the order of these fields could be changed and the barcode would still be compatible with Smart Scan, using the same Format. This is because it is the prefix that tells riteSCAN which piece of data from the barcode maps to the appropriate on screen fields. Because of this, the order does not matter. Using prefixed Format, the barcode above and the barcode below would work the same using the same Smart Scan Format.



302FG,101A100,200FG

## 4 Creating a Format

Once you've decided how your barcodes will be formatted and which data values the barcodes will contain, you can enter the Format into the Smart Scan page in the riteSCAN Administration Application.

Formats      Name:     Delimiter:     Date Format:

Header:     Trailer:     Type:

ID	Field	# of Chars	
<input type="text"/>	<input type="text" value="Bin"/>	<input type="text"/>	<input type="button" value="Add"/>
	PurchaseOrder	0	<input type="button" value="Remove"/>
	Stockcode	0	<input type="button" value="Remove"/>
	Quantity	0	<input type="button" value="Remove"/>

      

You can edit an existing format by clicking on its name in the list on the left. Once selected, you can Delete the format or make changes and click Save. Clicking New will allow you to enter a new Format.

#### 4.1 Name

This field is only used to identify and differentiate formats. Be sure to use a name that is descriptive to the format, for example, "PO Receipt".

#### 4.2 Delimiter

This is the character that separates pieces of data in the barcode. In the example barcode above we used a comma as the delimiter. There are many available characters but the character used must NOT appear in the data itself. This would lead to the data not parsing correctly. Because of this, control characters (such as the Group Separator) are a good choice for a delimiter. They cannot be typed in, but can be embedded in barcodes.

Available control characters:

```
Control Characters:
End of Transmission - <EOT>
File Separator - <FS>
Group Separator - <GS>
Record Separator - <RS>
Unit Separator - <US>
Carriage Return - <CR>
Line Feed - <LF>
```

#### 4.3 Date Format

This is the date format to be used with the riteSCAN fields that represent dates (Lot & Serial Expiration Dates).

In the following table you will find the available date format specifiers:

Format Specifier	Description	Examples
"d", "dd"	The day of the month, from 1 through 31.	1-31 or 01-31
"ddd" or "dddd"	Abbreviated and Full name of the day of the week	Mon or Monday
"f", "ff", "fff", "ffff", "fffff", "ffffff", "fffffff"	Tenths, hundredths, milliseconds, thousandths of seconds, hundred thousandth, millionth, and ten millionth	.6175425 -> 6, 61, 617, 6175, 61754, 617542, 6175425
"F", "FF", "FFF", "FFFF", "FFFFF", "FFFFFF", "FFFFFFF"	Same as above, but only displays if non-zero	.6175425 -> 6, 61, 617, 6175, 61754, 617542, 6175425
"g" or "gg"	The period or era	A.D.
"h" or "hh"	Hour using a 12 hour clock	1-12 or 01-12
"H" or "HH"	Hour using a 24 hour clock	1-24 or 01-24
"m" or "mm"	The minute, from 0 through 59	0-59 or 00-59
"M" or "MM"	The month	
"MMM" or "MMMM"	Abbreviated and Full name of the month.	Jun or June
"s" or "ss"	The second, from 0 through 59	0-59 or 00-59
"t" or "tt"	AM or PM	A/P or AM/PM
"y", "yy", "yyy", "yyyy", or "yyyyy"	Year from 0-99	0-99, 00-99, 000-9999 or 0000-9999

An example format of "ddd MMM d, yyyy hh:mm:ss tt" would produce the date in this format "Wed Sep 21, 2016 2:43:25 PM"

#### 4.4 Header

This represents any text that is always present at the beginning of the barcode that isn't actual data. Anything entered into this field will be removed automatically before data parsing begins.

## 4.5 Trailer

This represents any text that is always present at the end of the barcode that isn't actual data. Anything entered into this field will be removed automatically before data parsing begins. You may want to consider entering the Carriage Return character (<CR>) as the trailer to remove the Carriage Return that is automatically added when using a scanning device.

## 4.6 Type

This refers to the type of format you are using: Sequential or Prefixed (discussed earlier).

In a Prefixed type format, Format Items dictate the Identifier for each field and possibly the number of characters. In a sequential format, the Format Items define the order in which data will appear.

## 4.7 ID:

If your data is prefixed by some sort of identifier, entering it in the ID field will make riteSCAN remove that identifier before placing the data in the on screen fields. In a Prefixed Format the ID tells riteSCAN how to map each piece of data to the appropriate field on screen.

Using the prefixed example above, our prefixes would look like this:

ID	Field	# of Chars	
<input type="text"/>	--Select a Field-- ▾	<input type="text"/>	Add
302	Bin	0	Remove
200	Warehouse	0	Remove
101	Stockcode	0	Remove

## 4.8 Field:

This refers to the riteSCAN field for which the given ID matches. In a sequential format, this identifies the riteSCAN field that is located in the given position.

## 4.9 # Of Chars:

Some barcode formats do not use a delimiter. This is the case when all data fields are fixed width. If this is the case, enter the fixed width number of characters for each data value and riteSCAN will correctly parse the barcode. If left blank or 0 is entered, Smart Scan will ignore this setting and assume the item is variable length in which case a delimiter must be used.

## 5 Enabling Smart Scan for a User

There are two settings that control Smart Scan functionality. These settings are located on the Operators tab in the Administration Application. Each module that is capable of using Smart Scan will display a Smart Scan Settings section:



Smart Scan Settings ▲

Smart Scan Format Name: PO Receipt ▼

Smart Scan Prompt Type: When entering module and after Post ▼

**Smart Scan Format Name:** This is the name of the Smart Scan Format to use in the module.

**Smart Scan Prompt Type:** This settings controls when Smart Scan should prompt the user.

## 6 Using Smart Scan in the Client

### 6.1 Order Picking

The Order Picking module (not to be confused with the Sales Order Picking module), does not use a separate prompt, instead, simply scan your Smart Scan barcode into the Stock Code field.

### 6.2 All Other Modules

For all modules except Order Picking, a user can show the Smart Scan prompt by clicking on the Options menu and selecting the Smart Scan menu item. Alternatively, the Smart Scan prompt will automatically display when entering a module or after a successful post, if the Smart Scan Prompt Type (described above) is set accordingly.

Once the prompt is displayed, a barcode can be scanned into the prompt. The return character entered automatically after scanning should dismiss the prompt. If the user does not want to scan a barcode, they may click the cancel button or press enter to dismiss the prompt.

## 7 Using Smart Scan at Login (ID Badges)

Smart Scan can be used at the login screen. Please refer to the riteSCAN Credential Manager Guide for more information.

## 8 Additional Help and Support

If you need additional assistance, we are here to help! Visit our support portal or contact our support team.

- Product Downloads, Documentation, Knowledge Base, and How-To Articles are available at <https://ritesoft.freshdesk.com/support/home>
- Email our support team at [ritescan@ritesoft.com](mailto:ritescan@ritesoft.com) or call us at 1-320-252-6830, ext. 885 or 1-866-580-7483.