

2D Bar Code Module™

The 2D Bar Code Module™ allows you to create 2D Bar Codes inside an Adobe® InDesign® document. Also, when used in conjunction with the **AccurioPro® VDP** software or the **AccurioPro® Catalog** software from Konica Minolta, the 2D Bar Code Module allows you to create fully variable 2D Bar Codes based on data from any field in a data file.

Topics Covered in this Manual:

- ✓ Installing the 2D Bar Code Module and Font
- ✓ Using the 2D Bar Code Module to create a 2D Bar Code
- ✓ Working with Data Templates for a 2D Bar Code
- ✓ Selecting sizing, position, and other options for a 2D Bar Code
- ✓ Making changes to a 2D Bar Code
- ✓ Resizing a 2D Bar Code
- ✓ Using the 2D Bar Code Module with AccurioPro VDP
- ✓ Using the 2D Bar Code Module with AccurioPro Catalog
- ✓ Technical Support

Overview

About the 2D Bar Code Module™

The 2D Bar Code Module allows you to place 2D Bar Codes inside an Adobe® InDesign® document. For example, depending on the version of the 2D Bar Code Module that you have installed, you may place a QR Code, Data Matrix, or PDF417 2D Bar Code in your document. Additionally, when used in conjunction with the AccurioPro VDP software or AccurioPro Catalog software from Konica Minolta, you can create fully variable 2D Bar Codes by linking the codes to a field in a data file. For a video demonstrating how to use the 2D Bar Code Module, go to following web site: www.meadowsps.com/videos/2dbarcodes

About this Manual

This manual presents detailed descriptions of the installation, features, and user interface of this software. At the end of this manual, you will find information about requesting Technical Support and ordering additional copies of this software. This manual was written for all versions of the software. Since for the most part, the software operates the same regardless of the version, screen shots from the Macintosh InDesign platform are used throughout the documentation. In the few cases where a particular window or functionality differs significantly from one version to another, specific pictures and settings are fully identified.

Installation

To install this software as a component of the Konica Minolta AccurioPro VDP software package or the AccurioPro Catalog software package, see the instructions provided with that software's installer.

System Requirements

Unless otherwise stated, all Meadows software is compatible with the hardware and operating systems currently supported by the version of the Adobe InDesign application where the Meadows software is installed.

Be sure to download the Meadows software that is appropriate for the version of Adobe InDesign that you are running. If you do not see a download that matches your version of Adobe InDesign, feel free to send an email to our sales department at sales@meadowsp.com and they can provide further information about when the release might be available.

You can also find information about System Requirements for Meadows software on the Meadows web site at: www.meadowsp.com/systemrequirements

Install the Required Font

The 2D Bar Code Module software package includes a royalty-free 2D Bar Code font from IDAutomation.com, Inc. (IDAutomation). You can download the font from the Documentation page on the Meadows web site (www.meadowsp.com/documentation). You may install this font in the same manner as you would normally install fonts on your system.

Activate the Software

Once you have installed the software, you are now ready to activate it. Follow the steps below to activate your software:

1) Run the InDesign application where you installed the software.

Start by running your Adobe InDesign application. The first time the software loads, you will be prompted to “activate” it. If you are not prompted to activate it, proceed to the “Verifying Installation” section of this manual.

2) Enter your Name, Company, and Activation Code (or click Demo).

Enter your **Name**, **Company**, and **Activation Order Code** for the module that is requesting activation. You will have received your Activation Order Codes via e-mail. When ready, click the **Activate** button.

Running in Demo Mode: If you do not have an activation code for a module that supports being run in Demo Mode and wish to try out the software, click the **Demo** button instead to activate the software in Demo Mode. When the software is running in

Demo Mode, the software is fully functional, however there may be limitations. For more details about a module's Demo limitations, see the software's Downloads page on the Meadows web site: www.meadowsp.com/downloads.

3) Read and Accept the Software License Agreement.

If you entered a valid Order Code and Validation Key (if required), or if you clicked the **Demo** button, you will now be presented with the Software License Agreement.

You may choose to **Print** a copy of the software license agreement if you wish to retain a paper copy before continuing. Then, click the **Accept** button to accept the terms of the agreement, or click **Decline** if you do not agree with the terms. You must accept the terms of this agreement to use the software.

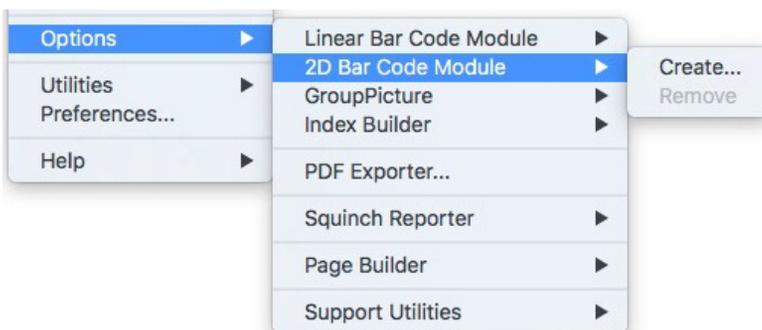
Note also that these terms apply to any other software modules that may be required by AccurioPro VDP or AccurioPro Catalog.

Verify the Installation

To confirm successful installation of the 2D Bar Code Module, you should see a **2D Bar Code** entry listed in the **Options** menu that is inside the **AccurioPro** menu on the InDesign menu bar, as shown below:



AccurioPro VDP



AccurioPro Catalog

Install or Move a Copy to Another Computer

If you are running this software as a component of the Konica Minolta AccurioPro VDP software package or the AccurioPro Catalog software package, see the instructions provided with that software's installer to install or move a copy to another computer.

Activating a Meadows software product binds that software installation to your computer. To install an additional purchased copy or to move a copy to another computer, see the instructions provided with the AccurioPro VDP or AccurioPro Catalog installer.

Using the 2D Bar Code Module™

You may use the 2D Bar Code Module to place any number of the most popular types of 2D Bar Codes (including Data Matrix, QR Code, and PDF417) in an InDesign document.

Pro Version

This version supports all three 2D Bar Code formats and also provides integration with the AccurioPro VDP software and the AccurioPro Catalog software from Konica Minolta to produce variable 2D Bar Codes in any of these three formats.

AccurioPro VDP is a very robust variable data publishing software package that will allow you to create fully variable 2D Bar Codes in an InDesign document by reading the data to be encoded from a field in a data file. Visit www.accurioprovd.com for more information and to check out demo videos.

AccurioPro Catalog is a popular software package that allows you to update content in documents with specific data from data files. For more information about AccurioPro Catalog, visit www.accurioprovd.com.

Creating a 2D Bar Code™

The Basics – Create a QR Code

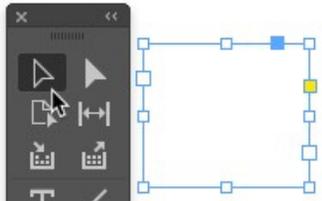
This section covers the basics of creating any 2D Bar Code, but focuses on creating a basic QR Code. To place a QR Code in an InDesign document, follow the steps below:

1) Create a text frame in the document for the QR Code.

Drag out a normal InDesign text frame, and then size this text frame to the size that you wish for the QR Code (you can always re-size it later, as described later in this manual).

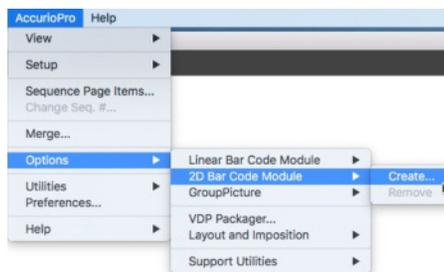
2) Select the text frame.

You may select the text frame by clicking on the frame with the InDesign Selection tool, or by using the Type tool to place a text insertion point inside the frame.



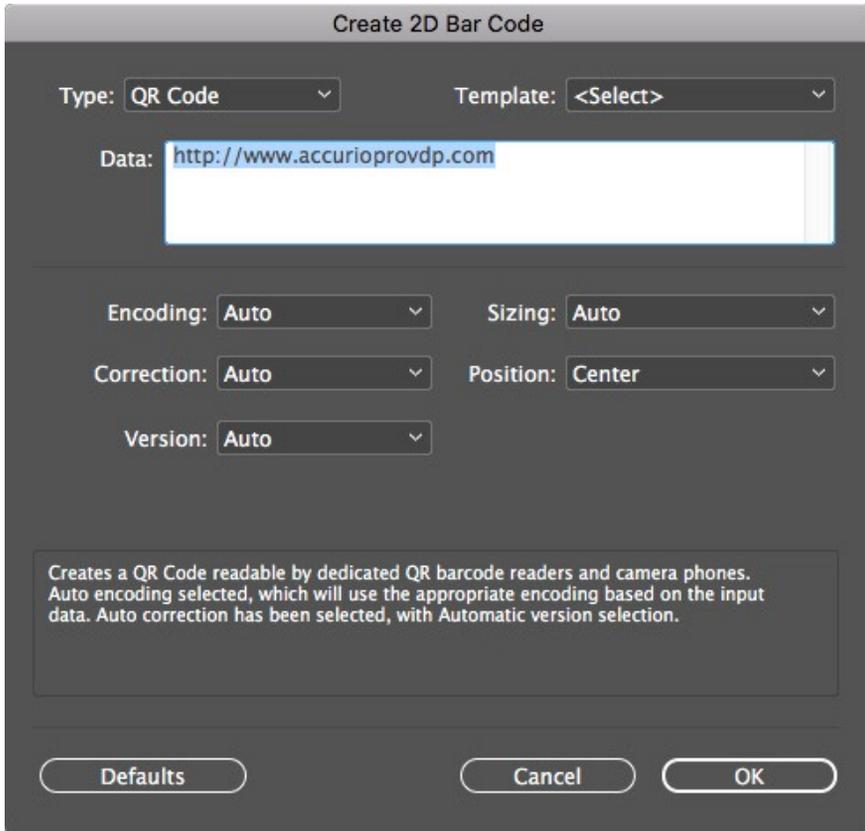
NOTE: If there is any content in the text frame, it will be automatically removed when you place the 2D Bar Code inside this frame. If you accidentally create a 2D Code in the wrong text frame, don't worry - you can always use **Undo** to restore the frame.

3) From the AccurioPro menu, select Options ⇨ 2D Bar Code Module ⇨ Create.



4) Select options on the Create 2D Bar Code window.

Fill in the options as shown below (options are covered in detail later on). For QR Codes, be sure to choose QR Code in the **Type** popup menu. To use the default options for any 2D Code, just choose the code and then click the **Defaults** button.



5) Enter the data that you wish to encode.

In the **Data** edit box, type in the data that you want to encode. In the above example, the URL “http://www.accurioprovd.com” will be encoded. This means when the code is scanned by a smart phone, it will open the encoded URL. You may enter any data that you wish to encode. For information about using a Template for the data for a 2D Bar Code, see the next set of steps in this manual.

6) Click OK to create a QR Code.

After filling in all of the options, click the **OK** button and your QR Code will be created and will now appear in the selected text frame. Also, if your document is showing frame edges, you will see a green icon indicating this frame contains a 2D Bar Code, as shown in the picture below:

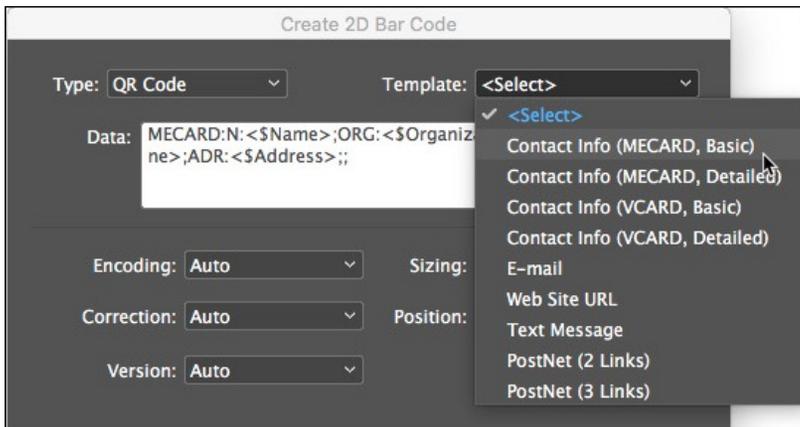


Work with Templates for 2D Bar Code™ Data

When you create a 2D Bar Code, you must enter into the **Data** edit box on the main window the data that you wish to encode. Certain types of data rely upon a pre-determined format that must be adhered to in order for the code to scan properly.

As an example, if you wish to encode Contact information in a QR Code for use with a business card, you might choose either the vCARD or the MECARD format, both of which support contact information.

The **Template** popup menu at the top of the dialog provides access to a selection of the most popular data formats. When you select a Template, the selected template's format will be placed in the **Data** box, as shown below:



A template generally holds a number of replaceable parameters, which are bracketed by the '<\$' on the left and '>' on the right. As an example, the MECARD format (shown above) requires <\$Name>, <\$Address>, and a few others. These are placeholders where you should enter the information that you wish to be encoded inside the 2D Bar Code.

As an example, selecting the MECARD Basic format will insert the following text:

```
MECARD:N:<$Name>;ORG:<$Organization>;TEL:<$Telephone>;ADR:<$Address>;;
```

After editing this format to substitute for each replaceable parameter, your data should look something like this (replaced data is in blue):

```
MECARD:N:Michael Smith;ORG:ABC Company;TEL:888-555-1212;ADR:1305 Remington Road, Suite G, Schaumburg, IL 60526;;
```

Select Sizing and Position Options

Each of the 2D Bar Code formats provide a **Sizing** and **Position** popup menu which will allow you select how the 2D Bar Code will be positioned within the text frame, as shown in the picture below:



The default options of **Sizing: Auto** and **Position: Center** will produce a code that will be automatically sized to fit within the text frame and also centered within the frame both horizontally as well as vertically.

The other Sizing and Position options are described below:

Sizing: Auto: (Default Option) Automatically sizes the code to fully fill the frame.

Standard: This creates the code at the standard point size of 9 point.

Current: This option will use the current point size always, which may result in an overset condition if the code becomes too large.

Shrink to Fit: This option will start with the current point size and then, if the resulting code is overset, will adjust the point size downward until the code fits within the frame.

Position: Center: (Default Option) This option will center the code both horizontally and vertically within the frame.

Current: This option retains the current horizontal and vertical justification that has been applied to the frame.

Other Options: The other options position the code within the text frame as indicated by each option's name (i.e. Top Left positions the code in the top/left corner of the frame, etc.).

Select Other Parameters

Each 2D Bar Code type supports a number of optional parameters. Note: If you do not fully understand these settings, we strongly advise that you use the default options for each code. You can get the default options at any time by clicking the **Defaults** button that is provided on the **2D Bar Code** window.

The parameters are a standard part of the 2D Bar Code definition. Additional information about the various parameters that are available for these types of 2D Bar Codes may be found in numerous locations on the Internet. For example, you may find helpful information on the following web site pages:

[http://en.wikipedia.org/wiki/Data_matrix_\(computer\)](http://en.wikipedia.org/wiki/Data_matrix_(computer))

http://en.wikipedia.org/wiki/Or_code

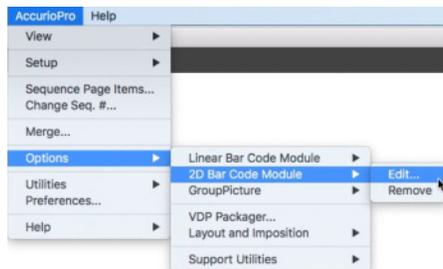
<http://en.wikipedia.org/wiki/PDF417>

Edit an 2D Bar Code™

If you want to make any changes to an existing 2D Bar Code, follow the steps below:

- 1) **Select the text frame that holds the 2D Bar Code.**
- 2) **From the AccurioPro menu, select Options ⇒ 2D Bar Code Module ⇒ Edit.**

An example of selecting **2D Bar Code ⇒ Edit** is shown below:



This will open the **Edit 2D Bar Code** window, which will display the settings that are currently assigned to the selected 2D Bar Code.

- 3) **Change options on the Edit 2D Bar Code window.**
You may change any of the options on the **Edit 2D Bar Code** window. When ready, click the **OK** button to replace the previous 2D Bar Code with a 2D Bar Code that has the new settings applied to it.
- 4) **The updated 2D Bar Code will now appear in the selected text frame.**

Re-Size a 2D Bar Code™

If you want to simply re-size an existing 2D Bar Code, first adjust the text frame that contains the 2D Bar Code to the desired size. Then, repeat the steps in the previous “Make Changes to a 2D Bar Code” section. Essentially you just edit the Bar Code, and then immediately press the **OK** button. This will recreate the 2D Bar Code to fill the differently sized frame according to your selected Sizing and Position options.

Avoid Adjusting Font Sizing Manually

To ensure that the bar codes will scan properly, do not manually adjust the point size, leading, or any other attribute that may affect the sizing or positioning of the bar code characters (e.g. tracking). Since the 2D Bar Codes are font-based, they require very specific point size and leading. The correct point size and leading values are automatically determined for you and applied by the 2D Bar Code Module. Note that you are free to adjust other attributes of the bar code font, such as color. As long as the font size and positioning is not affected by the attribute, the scanning should not be affected.

Test Your 2D Bar Codes™

Always be sure to test your 2D Bar Codes using a hand-held scanner or other device. For information on hand-held scanners recommended by Meadows, visit www.meadowsp.com/scanner.

Integration with AccurioPro VDP Software

AccurioPro VDP is a professional Variable Data Publishing (VDP) software product from Konica Minolta (www.accurioprovd.com). The AccurioPro VDP software has been integrated with the 2D Bar Code module, allowing you to create fully variable 2D Bar Codes by reading the data to be encoded from one or more fields in a data file.

Note that in order to use AccurioPro VDP with the 2D Bar Code software, you must be running the **2D Bar Code Module (Pro Version)**. The Pro version of the 2D Bar Code module is available as an option in the AccurioPro VDP software installer. Visit www.accurioprovd.com/downloads to download the AccurioPro VDP installer.

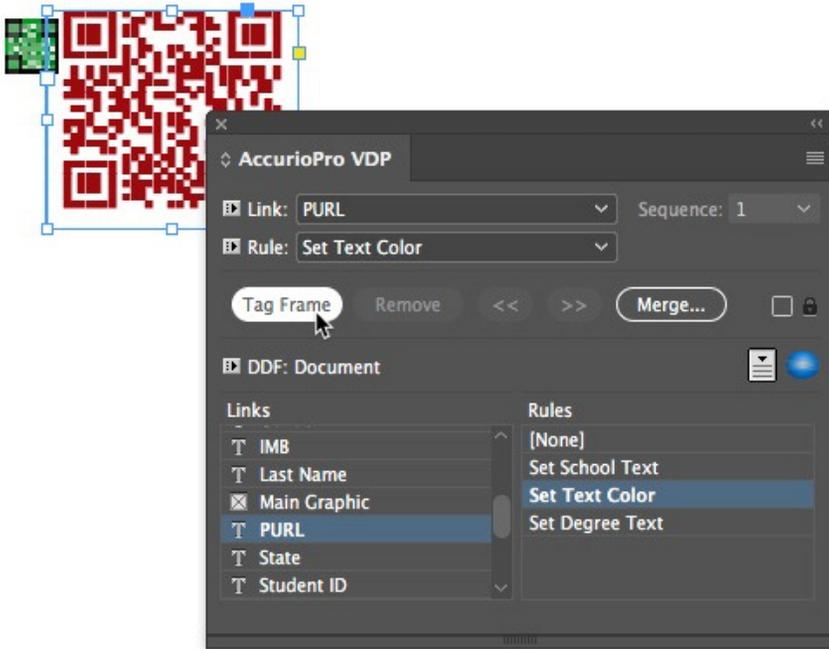
Create a Variable 2D Bar Code™

To create a variable 2D Bar Code, you start by creating a 2D Bar Code in the normal fashion as described in the previous sections. All of the parameters that you have assigned to the code, including positioning options, will be respected when integrated with AccurioPro VDP.

To make the code variable, follow the steps below:

- 1) Use the InDesign Selection tool to select the frame already holding a 2D Bar Code.**
You must use the Selection tool so AccurioPro VDP tags the entire frame, and the frame must also be tagged as a 2D Bar Code text frame (in other words, you have used the 2D Bar Code module to place a 2D Bar Code inside this text frame).
- 2) On the AccurioPro panel, select a Variable Link and click the Tag Box button.**
With the text frame selected, choose the Variable Link that you wish to assign to the text frame, and click the **Tag Box** button on the **AccurioPro** panel. Remember to confirm which Sequence Number will be assigned and you may also optionally choose a Link Rule when you tag the frame.

Below is a picture showing an example of assigning a Variable Link and Rule to a text frame that contains a 2D Bar Code:



3) Start the AccurioPro VDP merge session.

With the frame tagged, you are now ready for AccurioPro VDP to produce variations of this 2D Bar Code. Simply start the AccurioPro VDP merge session as you normally would. The Variable Link (and optional Rule) assigned to the text frame will control the data that is encoded by the 2D Bar Code Module. As AccurioPro VDP processes each record of the data file, it will pass the data to be encoded to the 2D Bar Code Module. The data will be encoded, and a new 2D Bar Code will be generated and positioned within the frame. All of the previously specified styling for the frame will be fully retained.

Use 2D Bar Code™ Templates with AccurioPro VDP

The use of Templates with the 2D Bar Code Module has been covered in a previous section, which describes a template's "replaceable parameters". A Premium edition of AccurioPro VDP can process "replaceable parameters" to automatically swap in data values that are read from the current record being processed.

Since the data to be encoded into the 2D Bar Code must be generated by AccurioPro VDP, the Template for the 2D Bar Code must be specified inside a Link Rule that applies a Set Data To action. AccurioPro VDP cannot process the replaceable parameters that are inside the 2D Bar Code in the document. Instead, set up a Link Rule to set the data to a Template and then assign that Link Rule with any Link you prefer to the text frame where the 2D Bar Code will be displayed in the document.

Integration with AccurioPro Catalog Software

AccurioPro Catalog is a professional Database Publishing software product from Konica Minolta. AccurioPro Catalog provides sophisticated linking of InDesign documents to any external data file (either flat-file, or ODBC). AccurioPro Catalog is great for performing price, picture, or text updates for any type of information that can be referenced by a “key value” such as product number or item number (SKU).

Additionally, the AccurioPro Catalog software for InDesign has been integrated with the 2D Bar Code module, allowing you to create fully variable 2D Bar Codes by reading the data to be encoded from the data file.

Note that in order to use AccurioPro Catalog with the 2D Bar Code software, you must be running the **2D Bar Code Module (Pro Version)**. The Pro version of the 2D Bar Code module is available as an option in the AccurioPro Catalog software installer. To download the AccurioPro Catalog installer, visit www.accurioprovd.com/downloads.

Create an AccurioPro Catalog Variable 2D Bar Code™

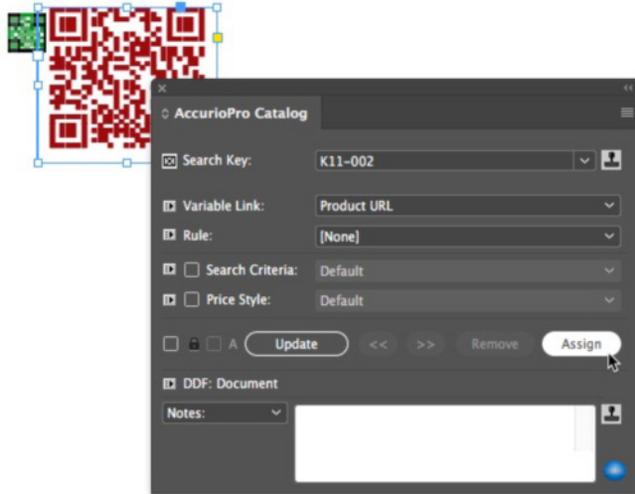
To create a variable 2D Bar Code, you start by creating a 2D Bar Code in the normal fashion as described in the previous sections. All of the parameters that you have assigned to the code, including positioning options, will be respected when integrated with the AccurioPro Catalog software.

To make the code variable, follow the steps below:

- 1) Use the InDesign Selection tool to select the frame already holding a 2D Bar Code.**
You must use the Selection tool so AccurioPro Catalog tags the entire frame, and the frame must also be tagged as a 2D Bar Code text frame (in other words, you have used the 2D Bar Code module to place a 2D Bar Code inside this text frame).
- 2) On the AccurioPro Catalog panel, enter a Search Key, select a Variable Link; and then click the Tag Box button.**

This tags the frame with an AccurioPro Catalog Link.

Below is a picture showing an example of assigning an AccurioPro Catalog Link to a text frame that contains a 2D Bar Code:



3) Start an AccurioPro Catalog updating session.

With the frame tagged, you are now ready for AccurioPro Catalog to update this 2D Bar Code with data from the data file. Simply update the AccurioPro Catalog Link as you normally would. The Variable Link assigned to the text frame will control the data that is encoded by the 2D Bar Code Module. As AccurioPro Catalog processes this Link, it will pass the data to be encoded to the 2D Bar Code Module. The data will be encoded, and a new 2D Bar Code will be generated and positioned within the frame. All of the previously specified styling for the frame will be fully retained.

Testing Your 2D Bar Codes™

It is very important to test the 2D Bar Codes that you create. Depending upon the type of code, you may wish to perform different types of tests. For example, if you are creating QR Codes, you may wish to use your smart phone or other device that has an app capable of reading the type of QR Code information you are testing.

Hand Held Scanner Recommended

For general purpose testing, we strongly recommend the purchase of a bar code scanner. Meadows offers a hand-held bar code scanner for these applications. The scanner is very reasonably priced. Contact Meadows for more information about purchasing a hand-held bar code scanning device, or use the link below to visit a Meadows web site page that provides additional details about this scanner:

www.meadowsp.com/scanner

More Information

For more information about AccurioPro VDP and its modules, see the information that is included in PDF format in AccurioPro VDP Documentation. To download the latest version of AccurioPro VDP Documentation, go to www.accurioprovd.com/downloads.

For more information about AccurioPro Catalog and its modules, see the information that is included in PDF format in AccurioPro Catalog Documentation. To download the latest version of AccurioPro Catalog Documentation, go to www.accurioprovd.com/downloads.

Technical Support

For clients that are using this software along with a licensed copy of the AccurioPro VDP software or the AccurioPro Catalog software from Konica Minolta, go to www.accurioprovd.com/support for details about how to obtain support for your software. You can also go to this web page by opening the **AccurioPro** menu and selecting **Help** ⇒ **Online Support Center**.

For clients that are using this software along with a licensed copy of the DesignMerge Pro or DesignMerge Catalog software from Meadows Publishing Solutions, go to www.meadowsp.com/support for details about how to obtain support for your software. You can also go to this web page by opening the **DesignMerge** menu and selecting **Help** ⇒ **Online Support Center**.

For all other customers, for information about Meadows Support and to access both the Meadows Help Desk and the Meadows Knowledgebase, go to www.meadowsp.com/support.

From the Meadows Support website page, you may open a new support ticket, view the status of your open tickets, review any of your tickets that have been resolved, or view the Meadows Knowledgebase. The Knowledgebase is a categorized collection of answers to FAQs and serves as an excellent source for resolving your technical support questions.

Providing top-notch technical support has always been a priority for us, and we are confident that the Meadows Help Desk and Meadows Knowledgebase will allow us to provide the fastest, most efficient response to your technical support requests.

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