



LabelSync is an optional upgrade to WebLabeling. Customers who need to design and print complex labels. LabelSync is a PC based program that is downloaded to the Sync user's computer. Label content is managed centrally on the WebLabeling website, while design and printing of labels is performed locally using BarTender®. Label information and what products can be printed at each LabelSync location is controlled by a WebLabeling administrator. Regular synchronization between LabelSync and WebLabeling will add, delete or update label information ensuring remote location's label content is current.

- Includes all features of ChemplianceWeb and WebLabeling
- Advanced label design capabilities
- Advanced format management and offline label printing
- Integration with Seagull Scientific's BarTender® industry leading labeling software
- Supports all thermal transfer and laser printers
- Supports label serialization, RFID and all barcode formats
- Offline printing supported

Below you will find a user guide on how to navigate through LabelSync and configure the software.

To install LabelSync please download the below links and save them to desktop for quick access.

Full version <http://tinyurl.com/nltnquw>

BarTender® current version <http://tinyurl.com/c3ybm6w>

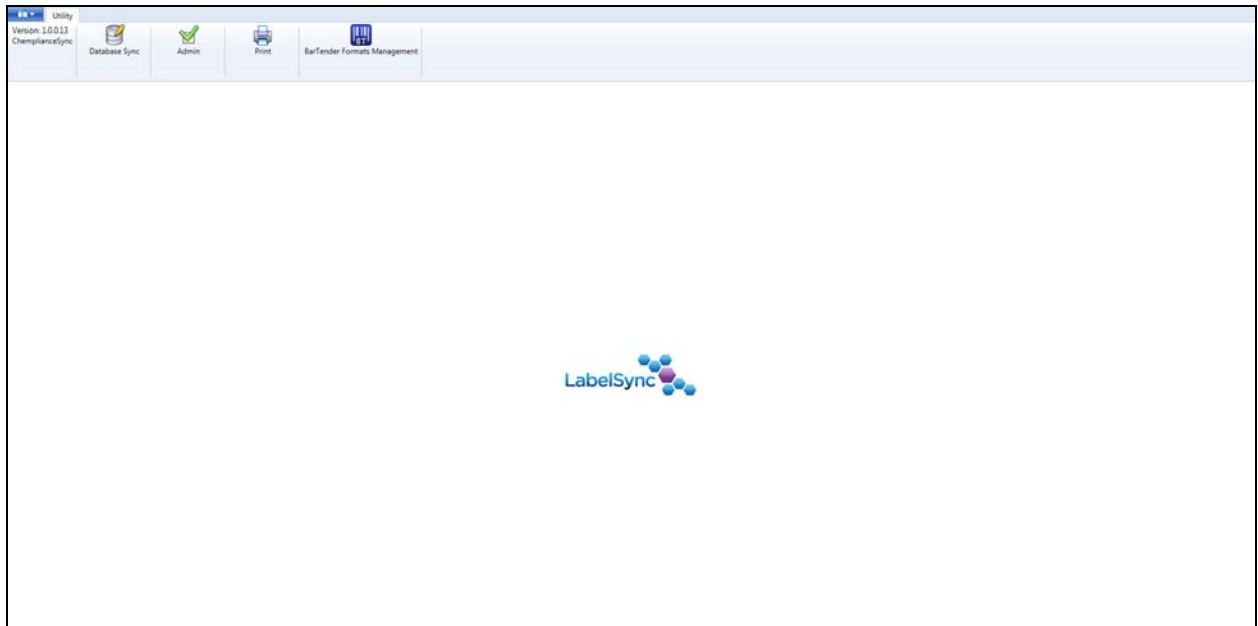


Figure 1 - Main Screen

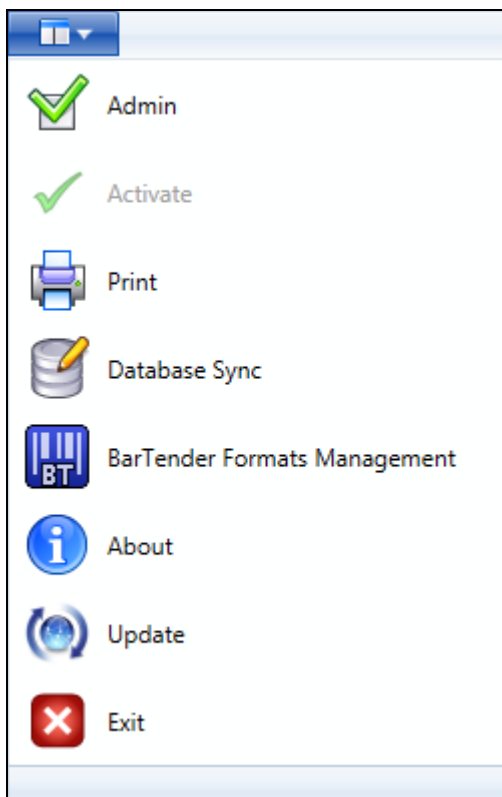


Figure 2 - Drop Down Menu – When this drop down menu is clicked you have several options from setting up software preferences, synchronizing your online

ChemplianceWeb database, printing labels, managing BarTender® templates and updating software.

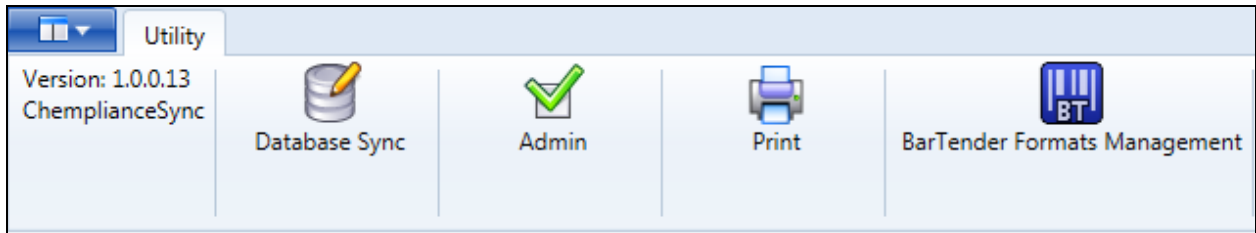


Figure 3 – The menu bar is a quick and easy way to get access to the most important features of LabelSync.

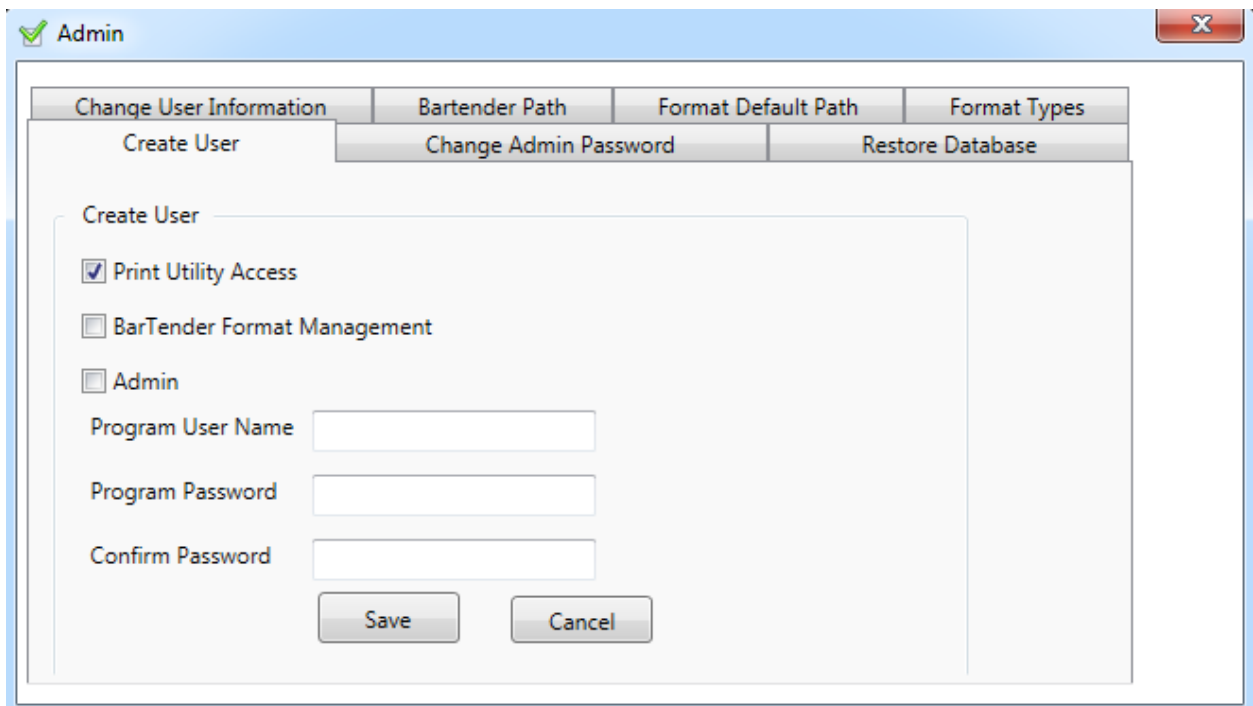


Figure 4a – The Admin tab lets you create user, change admin password, restore database, change user information, setup BarTender® software path, select a default BarTender® template path for saving label templates and manage format types i.e. GHS, WHMIS, OSHA or other. In this tab you can create users and assign permissions to that user.

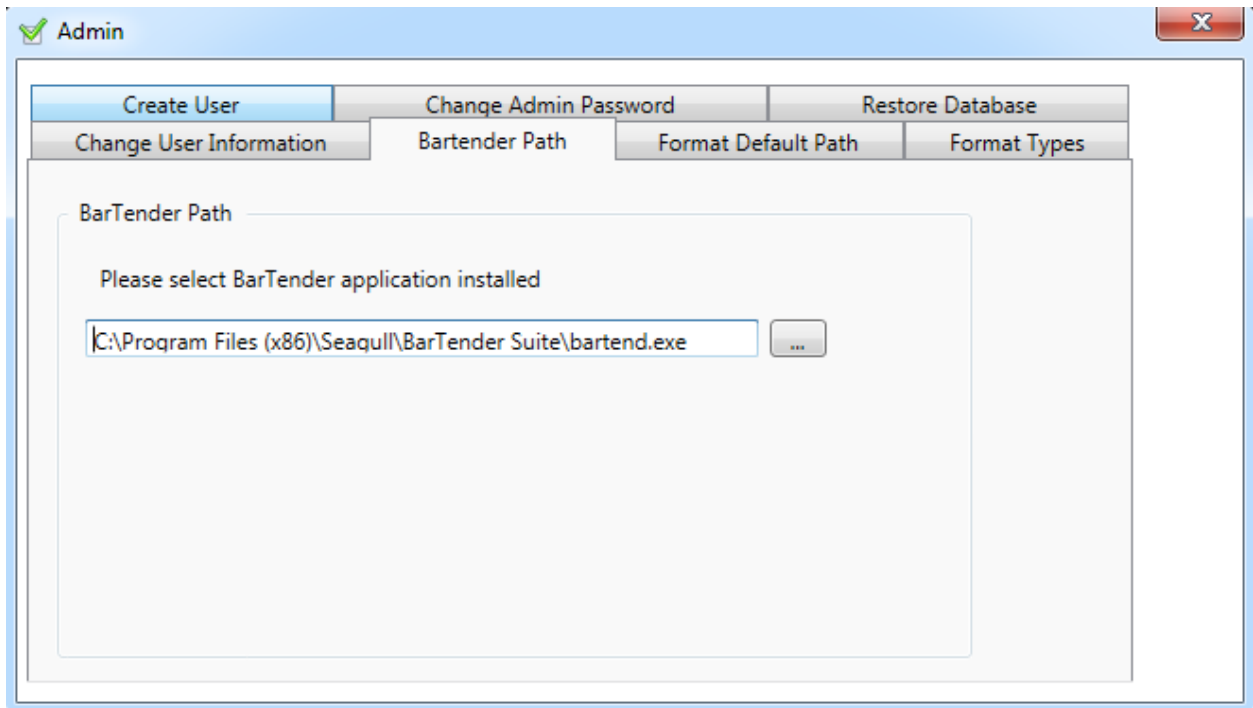


Figure 4b – Select BarTender® path. This option must always be set as per above.

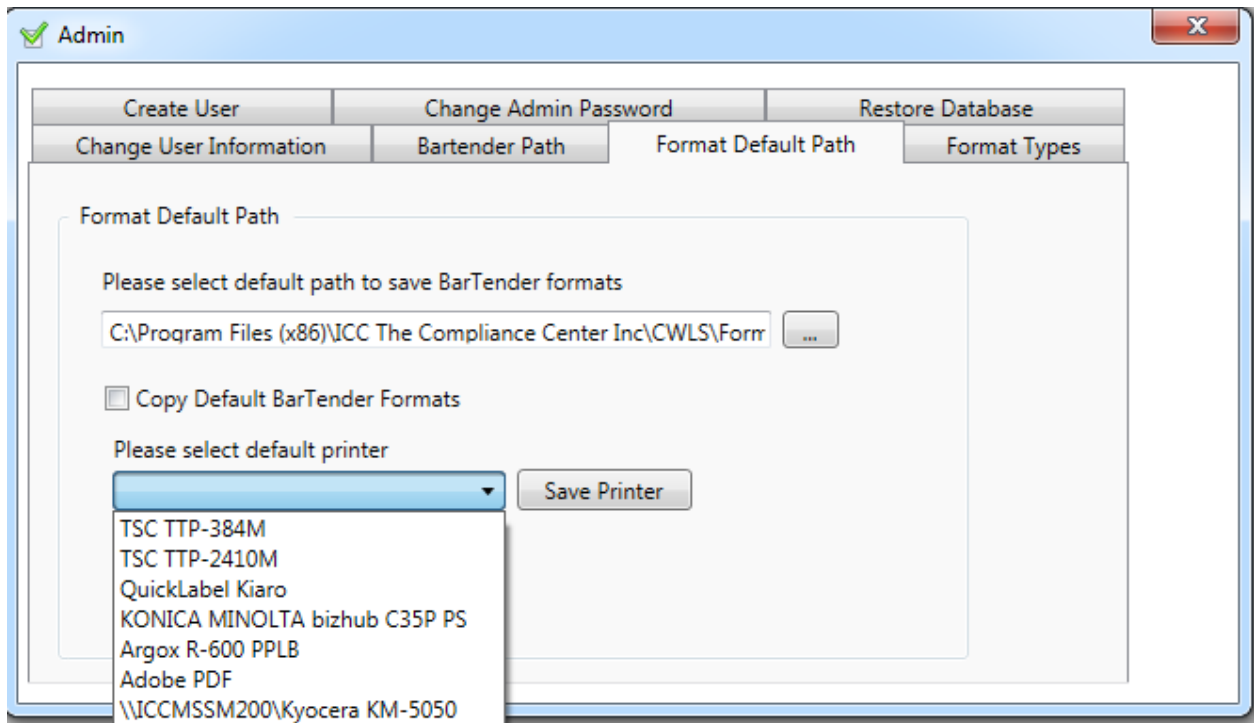


Figure 4c – By default all BarTender® templates are saved in the above path but this option can be changed by browsing to a different folder. By clicking “Copy Default BarTender® Formats” you will copy the standard formats that come with installation to the above directory path. To choose a default printer that will be used to print labels select a printer from the drop down, this will now be the default printer when you print labels.

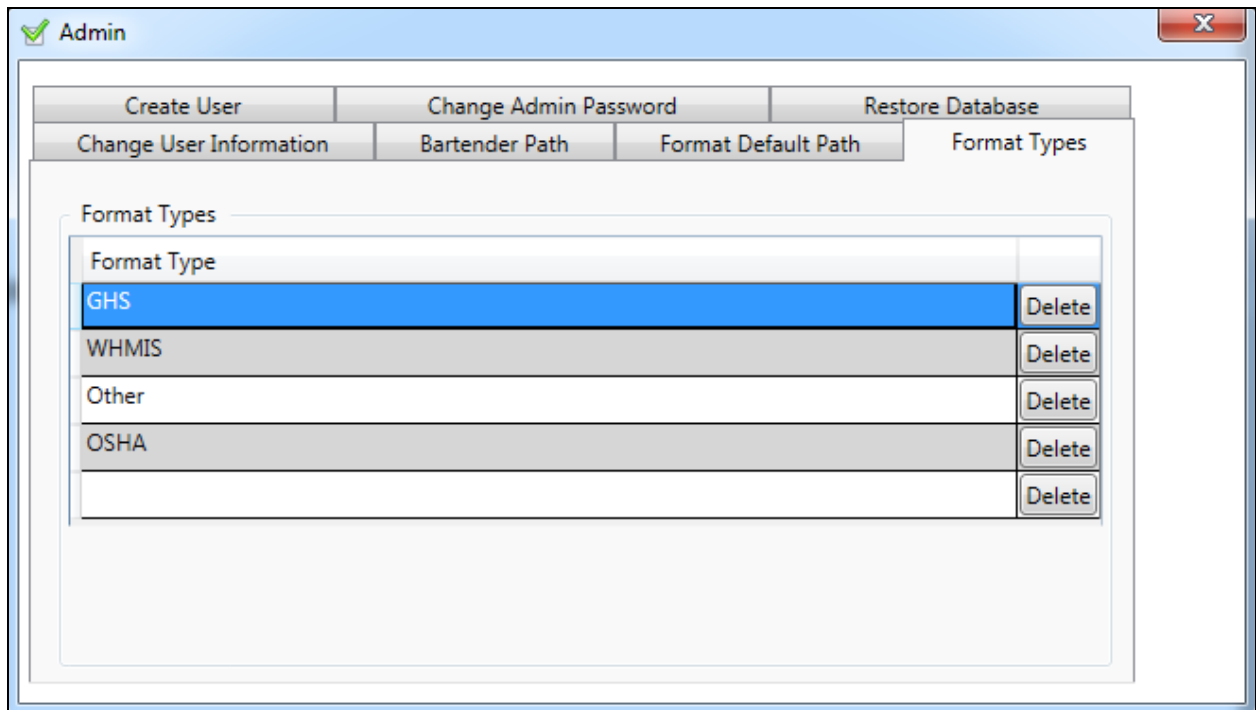


Figure 4d – Format Types is where you manage the types of labels you will be managing and printing. To add a new format type click on the last blank line and type in description of format.

The screenshot shows a software window titled "Admin" with a standard Windows-style title bar (minimize, maximize, close buttons). Inside the window, there is a tabbed interface. The active tab is "Change Admin Password". Other tabs visible include "Change User Information", "Bartender Path", "Format Default Path", "Format Types", "Create User", and "Restore Database". The main content area of the "Change Admin Password" tab is titled "Administrator User". It contains the following fields and controls:

- Username:** A text field containing the value "Administrator" in blue text.
- Old Password:** A text input field.
- New Password:** A text input field.
- Retype New Password:** A text input field.
- Save Changes:** A button located below the password fields.

Figure 4e – In this tab you can change the print utility admin password. The default password is “compliance”.

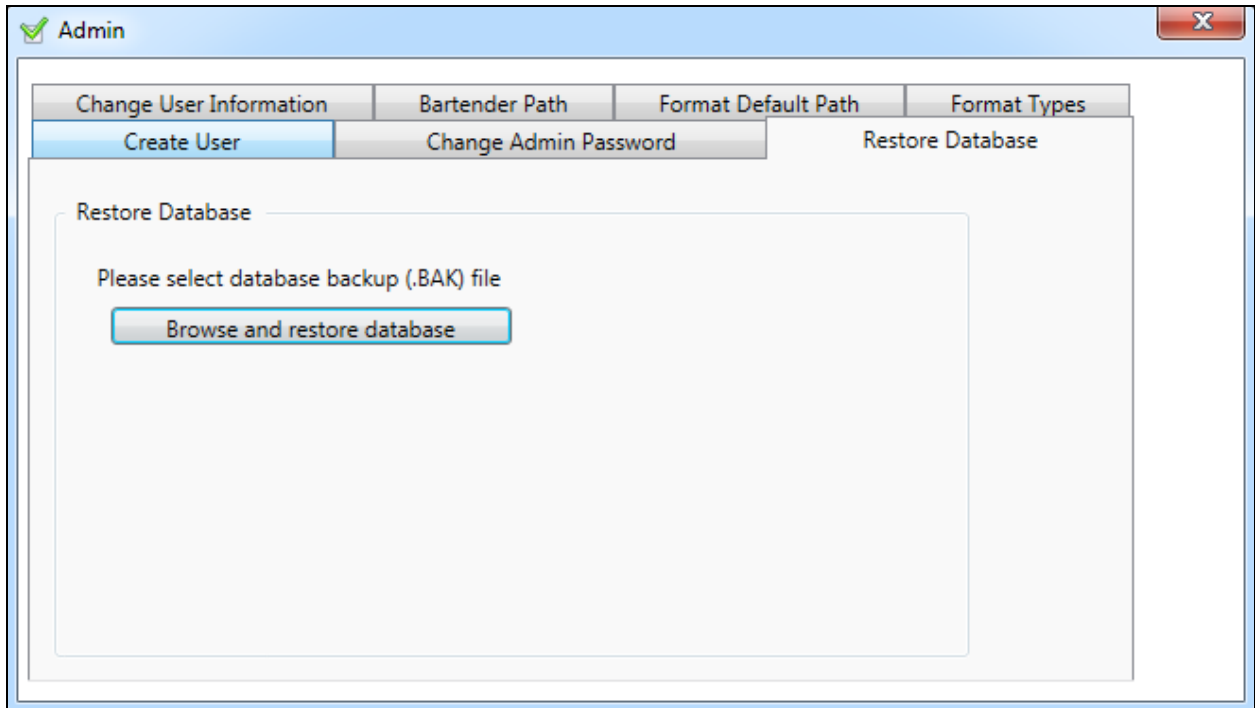


Figure 4f – (Windows 7 only, the below locations are different for Windows XP) If problems occur with current database file a restore can always take place by using this feature and restoring from a .BAK file that is saved every time

a synchronization takes place. BAK files are located in this folder path, <C:\ProgramData\ChemplianceWebLabelSync>. Also a log file is saved here, [C:\Program Files \(x86\)\ICC The Compliance Center Inc\CWLS\Log](C:\Program Files (x86)\ICC The Compliance Center Inc\CWLS\Log). When encountering problems with LabelSync it is most helpful to support personnel if both these files be uploaded so we can trouble shoot the problem. You can upload these files in a zip file format here <http://label.chempliance.com/uploadfile.aspx>.

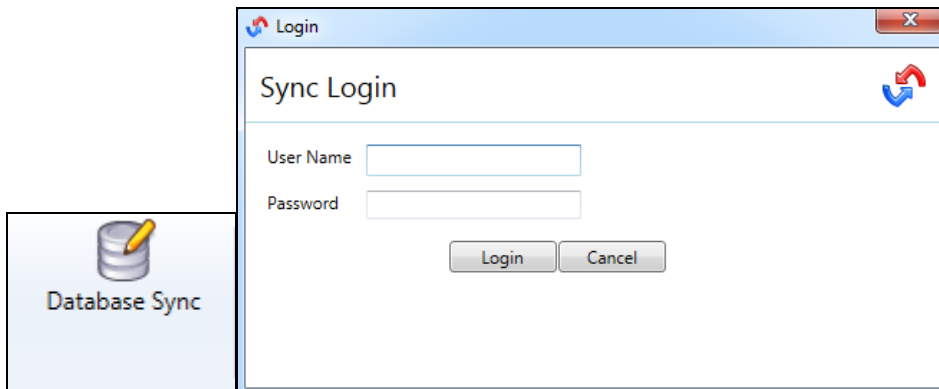


Figure 5 – Clicking on “Database Sync” will pop up a window to enter Sync login credentials. These credentials are NOT the ChemplianceWeb login credentials.



LabelSync credentials are emailed to you with installation instructions when you subscribe to a service agreement.

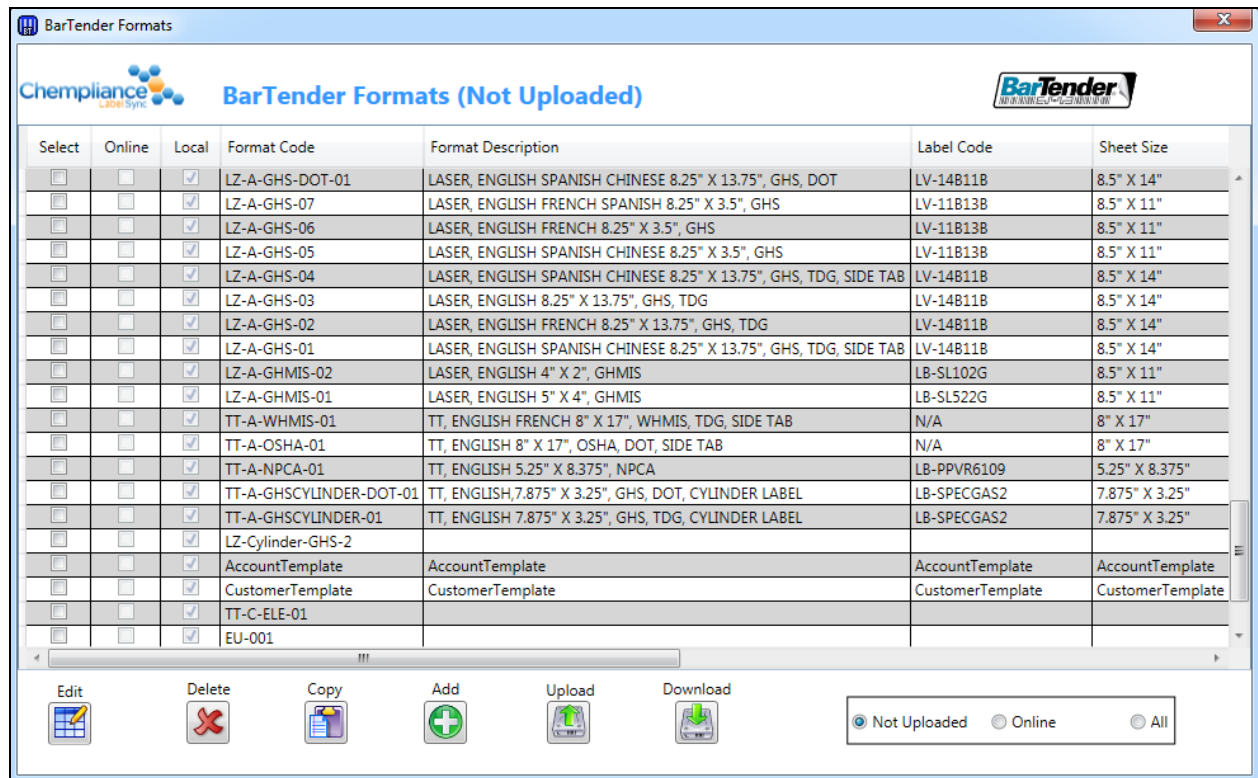
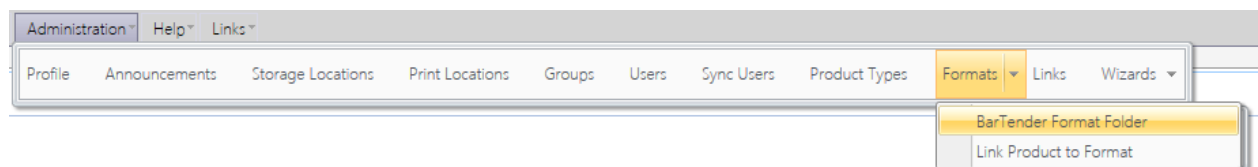


Figure 6a – BarTender® Formats Management is where you can edit, delete, copy, add, upload or download BarTender® formats.



In ChemplianceWeb you can see a list of uploaded BarTender® Formats to download if your location does not have the particular format locally on a work station. To download a format double click on as per below screen shot and specify where it is to be saved.

Up View Refresh				
Formats ([0])	Name	Size	Type	Date Modified
	BarTender SuiteTT-SPE-GHS-01.btw	504 KB	BarTender	7/30/2012 1:50 PM
	Copy TT-C-ELE-01B.btw	293 KB	BarTender	4/3/2012 2:13 PM
	Copy TT-C-WHMIS-01.btw	238 KB	BarTender	5/8/2012 11:42 AM
	EU-001.btw	35 KB	BarTender	7/20/2012 2:06 PM
	GHS01.btw	50 KB	BarTender	10/4/2012 9:28 AM
	LS-Chryslerland - Private Label.btw	176 KB	BarTender	11/8/2012 2:54 PM
	LS-Kurt-01 CH.btw	72 KB	BarTender	11/7/2012 2:12 PM
	LS-Kurt-01.btw	72 KB	BarTender	11/7/2012 2:12 PM
	LZ-A-GHS-01.btw	79 KB	BarTender	3/22/2012 12:00 PM
	LZ-A-GHS-02.btw	64 KB	BarTender	3/22/2012 7:55 PM
	LZ-A-GHS-03.btw	68 KB	BarTender	5/25/2012 2:03 PM
	LZ-A-NPCA-01.btw	40 KB	BarTender	4/20/2012 11:12 AM
	LZ-A-Royal-01.btw	49 KB	BarTender	4/20/2012 12:05 PM
	LZ-A-WHMIS-01.btw	80 KB	BarTender	7/23/2012 12:08 PM
	LZ-C-GHS-01.btw	80 KB	BarTender	4/3/2012 2:07 PM
	LZ-C-GHS-02.btw	51 KB	BarTender	4/3/2012 2:07 PM
	LZ-C-GHS-03.btw	69 KB	BarTender	4/3/2012 2:07 PM
	LZ-C-WHMIS-01.btw	81 KB	BarTender	3/26/2012 2:05 PM
	LZ-C-WHMIS-02.btw	244 KB	BarTender	3/26/2012 2:05 PM
<a href="#">Upload File</a>				

**Formats**

**Create Format**

Format Code

Label Description

Label Code

Sheet Size

Label Size

Creator Administrator

Edit Date 10/07/2013  ☒ Account Format ☐ Customer Format

Label Format GHS

Select Format

Figure 6b – In order for ChemplianceWeb, LabelSync and BarTender® to talk together as a team and database fields to be working properly a script needs to be placed in a BarTender® format under database connections. This is done in the background when you click on “Add a Format”. Try to fill in the above sections as descriptive as possible because this will ensure that the right format is selected. The Account and Customer Format choices are VERY important because depending on if you are printing a label for a customer or to be used internally within workplace this needs to be checked appropriately. Also Account and Customer Formats have different scripts.

Print Utility

**Select Customer**

Code:  Contains

Name:  Contains

Total Customers: 19

CustomerName	CustomerCode	City	State
<input checked="" type="checkbox"/> Research Solutions ...	RES124	Pelham	Alabama
<input type="checkbox"/> APV Engineered Co...	APV123	Akron	OH
<input type="checkbox"/> Electronic Fluorocar...	ELE974	Waminster	PA
<input type="checkbox"/> ICC Niagara Falls	ICCNF	Niagara Falls	NY
<input type="checkbox"/> ICC Cleveland	ICCL	Middleburg Heights	OH
<input type="checkbox"/> ICC Texas	ICCTX	Houston	TX
<input type="checkbox"/> ICC Mississauga	ICCMS	Mississauga	ON
<input type="checkbox"/> ICC Dorval	ICCDL	Dorval	QC
<input type="checkbox"/> ICC Edmonton	ICCED	Edmonton	AB
<input type="checkbox"/> Dipol of America	DIP313	Livonia	MI
<input type="checkbox"/> Epsilon Chemicals, I...	EPS5R1	Mississauga	ON

**Select Products**

Code:  Contains

Name:  Contains

☒ Show All Online Products

Product Types  
☐ Workplace Chemical  
☐ Finished Goods  
☐ Raw Materials

Total Products: 28      Total Products: 28 (Online)

Product Name	Product Code	GHS	WHMIS
<input type="checkbox"/> TETRAKIS(HYDROXYMETHYL)PHOS...	ICC-20	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Propylene Glycol, Inhibited	1592-0000	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> Phlexhib 257	CHE-001	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/> TolSolve	ICC-07	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> TolSolve - DH	ICC-07	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> TolSolve 2000	ICC-07	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> Astro-Toluene	ICC-07	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> Toluene	ICC-07	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> Toluene 30%	ICC-07	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> NBA 96	CX1001	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Copy 1 of Toluene	ICC-07	<input type="checkbox"/>	<input checked="" type="checkbox"/>

**Select Format**

G:\Public\ChemplianceWeb\Nelson\Customer Specific Formats\Customer Formats\Royal Browse

Total BarTender formats: 38      Format Type: All

LabelName	Description	LabelFormat Type
<input checked="" type="checkbox"/> AccountTemplate	Account Template	GHS
<input type="checkbox"/> accounttest		GHS
<input type="checkbox"/> LZ-A-GHMIS-01	LASER, ENGLISH 5" X 4"....	Other
<input type="checkbox"/> LZ-A-GHMIS-02	LASER, ENGLISH 4" X 2"....	Other
<input type="checkbox"/> LZ-A-GHS-01	LASER, ENGLISH SPANIS...	GHS
<input type="checkbox"/> LZ-A-GHS-01	Laser, GHS - 8.5 x 14, EN/...	GHS
<input type="checkbox"/> LZ-A-GHS-02	LASER, ENGLISH FRENC...	GHS
<input type="checkbox"/> LZ-A-GHS-02	Laser, GHS - 8.5 x 14, EN ...	GHS
<input type="checkbox"/> LZ-A-GHS-03	LASER, ENGLISH 8.25" X ...	GHS
<input type="checkbox"/> LZ-A-GHS-03	Laser, GHS - 3 x 7, EN / S...	GHS

**Preview**      Full Screen

Products to print: Total ( 1)      Clear all

(1) >> TolSolve ( Pal ): DH-001-DR

Copies:

Printer:

icc ComplianceCenter      http://www.thecompliancecenter.com      LabelSync

NIAGARA FALLS, NY • CLEVELAND, OH • HOUSTON, TX • HALIFAX, NS • DORVAL, QC • MISSISSAUGA, ON • EDMONTON, AB • VANCOUVER, BC

Figure 7a – The print utility is where customers, products, BarTender® formats and product types are selected. To minimize printing errors filters will only show formats that are specific to customers and products. If no customer is selected account formats will be shown only. Products can also be filtered by locations and product types.

Search Products Reports Labels Library Customers Suppliers My Profile Administration Help Links

Home > Product Types

Profile Announcements Storage Locations Print Locations Groups Users Sync Users Product Types Formats Links Wizards

Product Code	MSDS No	Product Name	Raw Material	Finished Goods	Workplace Chemicals
2682	UCMS-264	Unimark 2682	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Unimark NPD Yellow 1295, Yellow 1295, Magenta 1295, Violet 1296, Cyan 1292, Black 1290	UCMS-265	Unimark NPD 1 Series	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Name reported:	UCMS-001	Unimark® 1329	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Name reported:	UCMS-002	Unimark® GB 2455	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Name reported:	UCMS-003	Unimark® GB 2454	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Name reported:	UCMS-013	Unimark® Liquid Blue A	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Name reported:	UCMS-012	Unimark® Liquid Yellow DR	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Name reported:	UCMS-014	Unimark® Liquid Green DR	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Name reported:	UCMS-013	Unimark® Yellow 1325	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Name reported:	UCMS-018	Unimark® Red 1325	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Name reported:	UCMS-018	Unimark® Black 1325	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Name reported:	UCMS-029	Unimark® Liquid Yellow R	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Name reported:	UCMS-034	Unimark® Pink	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Name reported:	UCMS-030	Unimark® Liquid Yellow DRP	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Name reported:	UCMS-031	Unimark® Liquid Green DR	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Name reported:	UCMS-032	Unimark® Liquid Green DR	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Name reported:	UCMS-033	Unimark® Liquid Green DRP	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Name reported:	UCMS-049	Unimark® Liquid Red B-51	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Name reported:	UCMS-034	Unimark® Liquid Green DRP	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Name reported:	UCMS-009 EU	Unimark® Liquid Brown DRP	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Figure 7b – Product types can be setup up here.

The screenshot shows the 'Print Locations' interface. At the top, there's a navigation bar with links like 'Search', 'Products', 'Reports', 'Labels', 'Library', 'Customers', 'Suppliers', 'My Profile', 'Administration', and 'Help'. Below this is a 'Search and Select Products' section with input fields for 'Product Name', 'Product use', 'Product Code', 'MSDS No', and 'Find'. A 'Product Types' section allows filtering by 'Workplace Chemicals', 'Finished Goods', and 'Raw Materials'. The main area displays a table of 44 items found, with columns for 'Product Name', 'Product Code', 'MSDS No', and 'Location'. The table lists various chemicals like ARMOR-BE SI-3065, Bisoxyl 5-101, Calcium Oxide, etc. On the right, a sidebar titled 'ICC - Compliance Center' shows a tree view of locations including Japan, USA, and various US states and cities. Buttons for 'Add to Print Locations' and 'Delete Products from Print Locations' are present.

Figure 7c – Adding products to print locations. In order for LabelSync to know which products are associated with each print location you need to link each product to a location. Not doing this step will result in an empty product list in LabelSync. Product linking to print locations can be done here. Go to Administration then click on print locations to configure print locations.

The screenshot shows the 'Select Customer' interface. At the top, there's a navigation bar similar to the previous one. Below it is a 'Select Customer' section with a 'Customer' dropdown, a 'Search Customer' button, and an 'Add New Customer' button. The main area displays a list of customers with their 'Total Count' and 'Link Products' and 'Link Formats' buttons. The customers listed are: Research Solutions Group (Polham, Alabama) with a count of 4, APV Engineered Coatings (Akron, OH) with a count of 2, Electronic Fluorocarbons, LLC (Warminster, PA) with a count of 1, ICC Niagara Falls (Niagara Falls, NY) with a count of 0, ICC Cleveland (Middleburg Heights, OH) with a count of 0, ICC Texas (Houston, TX) with a count of 0, ICC Mississauga (Mississauga, ON) with a count of 1, and ICC Dorval (Dorval, QC) with a count of 0.

Figure 7d – If you are printing a customer specific label you will need to create a customer product from an existing product in database. In this screen you can create a new customer, link customer to products and link a format to a customer.

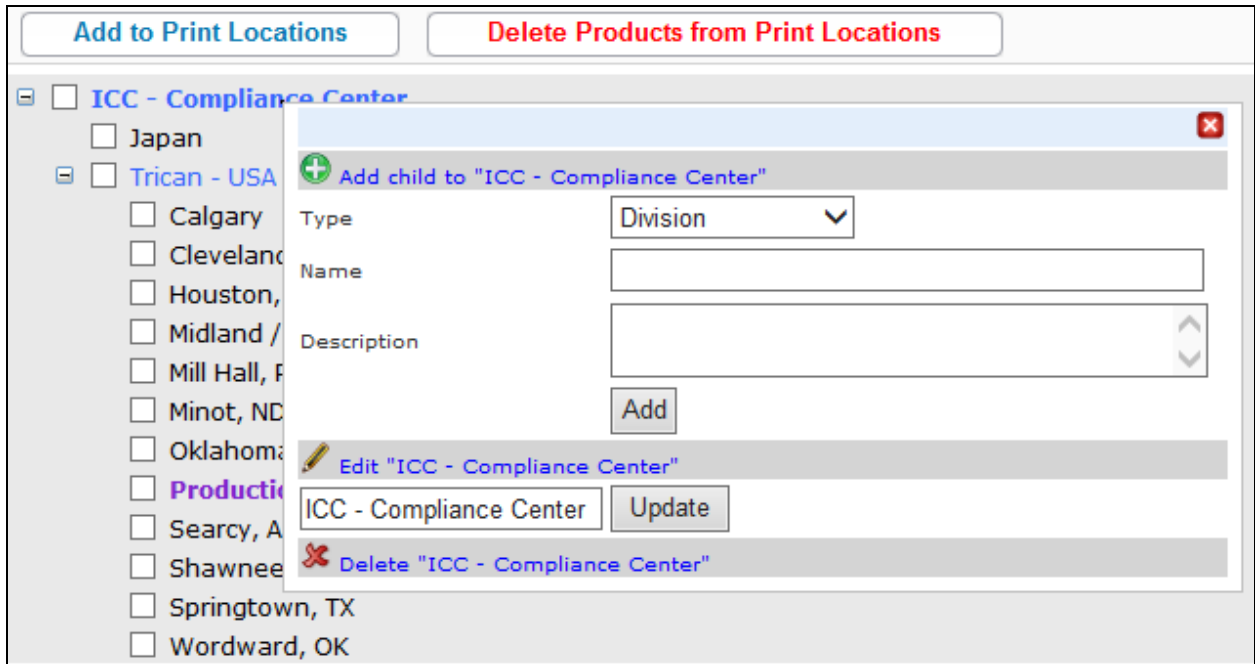


Figure 7e – Adding a print location – To add a print location right-click on first available option then a smaller window pops up for additional information. You can also change current print location details here.

For further assistance in learning about BarTender® design please watch a 15 minute preview of what can be done in BarTender®, <http://tinyurl.com/kbrf7t3>

If you require assistance please contact Nelson Roque at (905) 890-7228 ext. 234 or email support at [support@thecompliancecenter.com](mailto:support@thecompliancecenter.com)