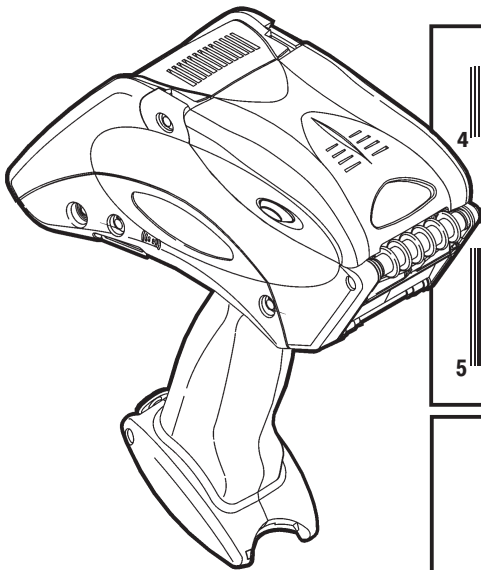


# Fixed Formats User Manual



**Monarch®**  
**Pathfinder® Ultra®**  
*Silver Printer*



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# INTRODUCTION

# 1

Your Pathfinder® Ultra® *Silver* 6032™ printer is loaded with 10 fixed formats.

This manual describes each format and the data that will print on your label/tag.

Information in this document supercedes information in previous versions. Check our Web site ([www.monarch.com](http://www.monarch.com)) for the latest documentation and release information.

**Note:** The fixed formats appear the same no matter what size supplies you use. However, the positioning of the fields may be different.

There are 10 fixed formats:

- ◆ UPCA Price Format
- ◆ UPCA + Price CD Format
- ◆ 2 Line/Price Format
- ◆ UPCA Only Format
- ◆ 3 Line/Price Format
- ◆ UPCA Price Format with Description
- ◆ UPCA + Price CD (w/Description) Format
- ◆ EAN8 Price Format
- ◆ UPCE Price Format
- ◆ UPCA Sale Price Format

Chapter 3, “Using the Formats,” describes each format in detail.

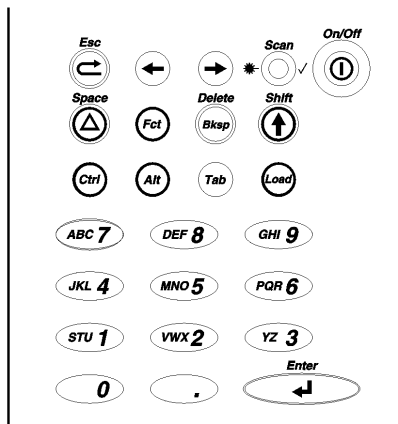
## Entering Data

This section describes information you need to know for entering data for the formats. It describes

- ◆ the keypad
- ◆ data entry modes
- ◆ upper-case letter entry
- ◆ data entry error correction.

### Using the Keypad

The printer keypad appears below.



Key(s)	Description
<b>Enter</b>	Accepts data or a menu selection.
<b>Ctrl</b>	For future use.
<b>Alt</b>	Displays a special character when pressed with a 3-digit number. Your System Administrator will tell you what number to use.

Key(s)	Description
<b>Tab</b>	For future use.
<b>Load</b>	Begins the supply-loading procedure.
<b>Fct</b>	Performs a specially-defined function when pressed with a single-digit number. <b>See the following table for descriptions.</b>
<b>Bksp</b>	Moves the cursor one space to the left. Pressing <b>Shift</b> and <b>Bksp</b> together deletes all data on the current line.
<b>Shift</b>	<ul style="list-style-type: none"> <li>◆ Displays a letter shown on the face of a numeric key. See “<b>Error! Reference source not found.</b>” for more information.</li> <li>◆ Deletes all data on the current line when pressed with <b>Bksp</b>.</li> </ul>
<b>Esc</b>	Moves to the previous menu, or exits the current module or program.
Arrows	Moves between items in a menu or characters in a line. Depending on the situation, the right arrow can act as a down arrow. The left and up arrows can also be the same.
<b>On/Off</b>	Turns the printer on and off.
<b>Space</b>	Enters a space character.
Numeric/ Alphabetic	Displays a numeric digit or upper-case letter.
. (Decimal point/period)	Displays a decimal point or period character.

## Using Function with Number Keys

Key(s)	Description
<b>F1</b>	<b>Set Print Method</b> (On-Demand mode not available for 6032) Select Print Method to use Print 1 Label Label Strips Trigger Mode
<b>F2</b>	<b>Get Date</b> Enter Date ___/___/___
<b>F3</b>	<b>Set Backlight</b> Press Enter to turn light Off/On (Esc will abort)

Key(s)	Description (continued)
F4	<b>Set Input Mode</b> Set Input Mode: Manual (enter all data) Rescan (use the lookup file for all but the key field)
F5	<b>Contrast</b> (Use arrow keys to scroll, Enter to set) ENERGY<STD> or ENERGY<HIGH> ESC:BCK ENT:FWD CONTRST:<+0> ESC:BCK ENT:TST TEST? 1=YES (Pressing 1 will print a test label) ESC:BCK ENT:OK
F6	<b>Recall Data</b> Loads data from previous batch into the prompt entries.

## Data Entry Modes

There are three data entry modes:

- ◆ **Normal (Numeric) mode** – *Default*. Press the key to access what appears on the face of the key (numbers).
- ◆ **Shift (Alpha) mode** – Press **Shift** to enter letters with number keys or with **Bksp** to delete the current line. *S* appears on the status line.
- ◆ **Special Key mode** – Press **Alt** or **Fct** (with a number) to display a special character or perform a specially-defined function. *A* or *F* appears on the status line.



## Entering Letters

To enter uppercase letters, press one of the numeric keys in Shift mode (*S* appears on the status line). For example, the letters “ABC” appear on the face of the 7 key.

1. Press **Shift** to enter Shift mode.
2. To enter the letter A, press **7** once; to enter B, press **7** twice; to enter C, press **7** three times.

Press the keys quickly. If you pause too long between key presses, the printer assumes you have entered the letter you need and the cursor moves one space to the right.

## Correcting Data Entry Errors

If you make a mistake as you enter data, you can do two things.

- ◆ If you have already pressed **Enter** at the prompt you want to correct, press **Esc**, and the Format menu will reappear.
- ◆ If you are still at the prompt (have not pressed **Enter**), press **Shift-Bksp** to clear the entire line and return the cursor to the left-most position.

## About Check Digits

---

A check digit is a character that verifies the accuracy of the bar code. With a few exceptions described later, the digit appears in the right-most position of the example bar codes in Chapter 3. It is **not** part of the data.



# GETTING STARTED

## 2

This chapter provides an overview of how to print labels/tags and explains the special functions provided with the Fct key.

### Overview

---

To start printing formats:

1. Turn on the printer.
2. A screen similar to the one below appears briefly.

```
Standard - 1211  
P:124224 V:3.0
```

3. You see the menu entry for the format last printed. For example:

```
Fmt 1 - UPCA  
DT/DPT/PR
```

4. Choose a print method. See “Selecting a Print Method” for more information.
5. Choose a format by using the
  - a. arrow keys to scroll up ( ← ) or down ( → ) in the Format menu until you find the format you want. Press Enter.
  - b. number key corresponding to a format. For example, enter 5 to choose the fifth format. Use 0 for the tenth format.

6. A series of prompts appears, asking you to enter data for the format. For example:

```
DESC ?
*****
```

Chapter 3, “Using the Formats,” describes the prompts you will see for each format.

7. When you finish entering data, the format prints according to the print method you selected.

## Using Special Functions

---

At any point other than a data entry prompt, you can use function keys to

- ◆ select a print method.
- ◆ change the date.
- ◆ turn the backlight on or off.

### Selecting a Print Method

You must choose a print method so the printer can print the labels in the manner you want. The choices are

- ◆ Print 1 Label
- ◆ Label Strips
- ◆ Trigger Mode.

When you press **Fct-1** (anywhere other than a data entry prompt), you see the menu entry for the current method. For example:

```
Print Method 1
Print 1 Label
```

Use the arrow keys to move up ( ← ) or down ( → ) in the menu until you find the method you want. Press **Enter**. The printer returns to the Format menu.

### ***Print 1 Label***

With Print 1 Label, after you enter all the data, the label prints automatically and the first data entry prompt reappears on the display. Press **Esc** to return to the Format menu.

### ***Label Strips***

With Label Strips, after you enter all the data, you are prompted for the number of labels to print.

Strip Size? ****
---------------------

The printer automatically prints the number of labels you specified. The first data entry prompt reappears on the display. Press **Esc** to return to the Format menu.

### ***Trigger Mode***

With Trigger Mode, after you enter all the data, *Ready* appears on the display, and one label prints when you press the trigger. Repeat this for as many labels as you need. Press **Esc** once to return to the first data entry prompt or twice to return to the Format menu.

## **Changing Dates**

You can change the system date at any time while using the printer. Press **Fct-2**, and the date entry prompt will appear.

## **Turning the Backlight On or Off**

The backlight enables you to see the display a little better if your lighting conditions are poor. Press **Fct-3** to change it from its current setting.



# USING THE FORMATS

## 3

This chapter describes the data entry procedures for each format.

**Note:** All price fields automatically print the dollar sign and decimal point.

### Format 1: UPCA Price Format

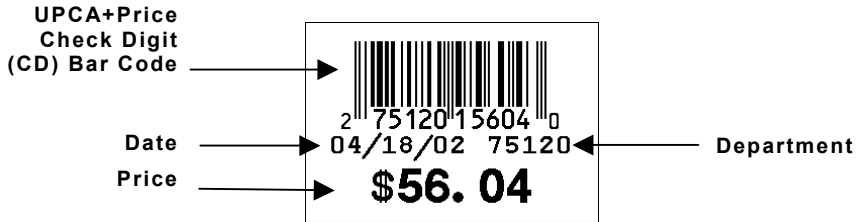
---



Prompt	What You Do
<i>UPC-A?</i>	Scan a bar code or enter 11 numeric digits (leaving one asterisk on the display unused).
<i>DEPT ?</i>	Enter up to 4 characters.
<i>PRICE ?</i>	Enter up to 5 numeric digits.

The printer lists the system date (for example: 04/18/02).

## Format 2: UPCA + Price CD Format



Prompt	What You Do
<i>DEPT ?</i>	Enter up to 5 numeric digits.
<i>PRICE ?</i>	Enter up to 4 numeric digits.

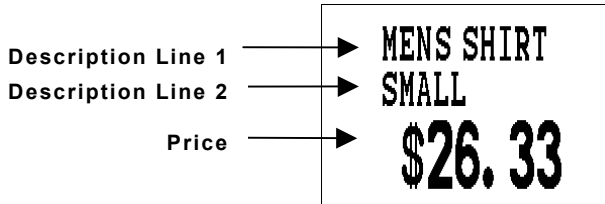
### Notes

- ◆ The printer lists the system date (for example: 04/18/02).
- ◆ The bar code consists of data from two other fields. Note that in the example above, bar code characters 2-5 (numbered right to left) is the price (5604) and characters 7-11 is the department (75120). If you enter less than the maximum number of digits in either field, the printer zero-pads the data from the left in the bar code.
- ◆ Character 6 is also a check digit (in addition to character 1).
- ◆ Character 12 is fixed. It indicates that the bar code is defined to contain specially-defined data.
- ◆ If you receive error 571, you have entered too few digits in the department or price fields.



## Format 3: 2 Line/Price Format

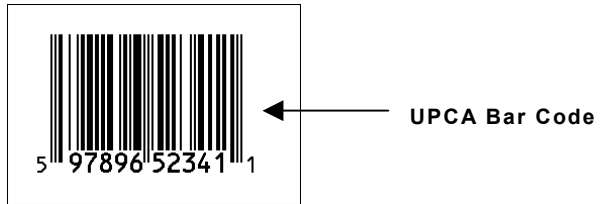
---



Prompt	What You Do
<i>LINE 1 ?</i>	Enter up to 10 characters.
<i>LINE 2 ?</i>	Enter up to 10 characters.
<i>PRICE ?</i>	Enter up to 5 numeric digits.

## Format 4: UPCA Only Format

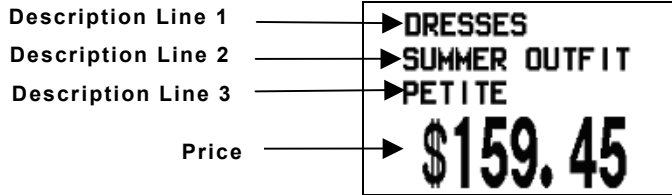
---



<b>Prompt</b>	<b>What You Do</b>
<i>UPC-A ?</i>	Scan a bar code or enter 11 numeric digits (leaving one asterisk on the display unused).

## Format 5: 3 Line/Price Format

---



Prompt	What You Do
<i>LINE 1 ?</i>	Enter up to 14 characters.
<i>LINE 2 ?</i>	Enter up to 14 characters.
<i>LINE 3 ?</i>	Enter up to 14 characters.
<i>PRICE ?</i>	Enter up to 5 numeric digits.

## Format 6: UPCA Price Format with Description

---



Prompt	What You Do
<i>DESC?</i>	Enter up to 14 characters.
<i>UPC-A?</i>	Scan a bar code or enter 11 numeric digits (leaving one asterisk on the display unused).
<i>DEPT ?</i>	Enter up to 4 characters.
<i>PRICE ?</i>	Enter up to 5 numeric digits.

The printer lists the system date (for example: 04/18/02).

## Format 7: UPCA + Price CD (w/Description) Format



Prompt	What You Do
<i>DESC ?</i>	Enter up to 14 characters.
<i>DEPT ?</i>	Enter up to 5 numeric digits.
<i>PRICE ?</i>	Enter up to 4 numeric digits.

### Notes

- ◆ The printer lists the system date (for example: 04/18/02).
- ◆ The bar code consists of data from two other fields. Note that in the example above, bar code characters 2-5 (numbered right to left) is the price (2495) and characters 7-11 is the department (75120). If you enter less than the maximum number of digits in either field, the printer zero-pads the data from the left in the bar code.
- ◆ Character 6 is also a check digit (in addition to character 1).
- ◆ Character 12 is fixed. It indicates that the bar code is defined to contain specially-defined data.
- ◆ If you receive error 571, you have entered too few digits in the department or price fields.

## Format 8: EAN8 Price Format

---



Prompt	What You Do
<i>EAN-8 ?</i>	Scan a bar code or enter 7 numeric digits (leaving one asterisk on the display unused).
<i>DEPT ?</i>	Enter up to 4 characters.
<i>PRICE ?</i>	Enter up to 5 numeric digits.

### Notes

- ◆ The printer lists the system date (for example: 04/18/02).
- ◆ The bar code's right-most character is the check digit.

## Format 9: UPCE Price Format

---



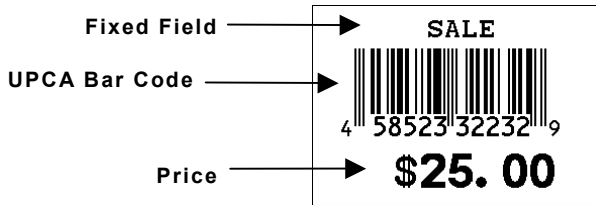
Prompt	What You Do
<i>UPC-E ?</i>	Scan a bar code or enter 6 numeric digits (leaving one asterisk on the display unused).
<i>DEPT ?</i>	Enter up to 4 characters.
<i>PRICE ?</i>	Enter up to 5 numeric digits.

### Notes

- ◆ The printer lists the system date (for example: 04/18/02).
- ◆ The bar code's check digit does not appear.

## Format 10: UPCA Sale Price Format

---



Prompt	What You Do
<i>UPC-A ?</i>	Scan a bar code or enter 11 numeric digits (leaving one asterisk on the display unused).
<i>PRICE ?</i>	Enter up to 5 numeric digits.

**Note:** The word *SALE* is fixed, appearing on all labels/tags with this format.





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