

CAUTION !! All new procedures and processes should be checked in the 'Test' environment before being applied to the 'Live' business system.

REPORT PRINTING – Ver 1

1. INTRODUCTION

This document describes the use of the

- L100REP.INI file settings for Windows printing. Settings entered in this file will determine the print characteristics for both user Amendable and Standard (not user amendable) reports. If a 'chapter' is not entered for a specific report, then the default settings will be used.
- The amendable stationery features (the Production Route Card is used here as an example)

This is particularly relevant for use with the **Overdrive Bar Coding** software

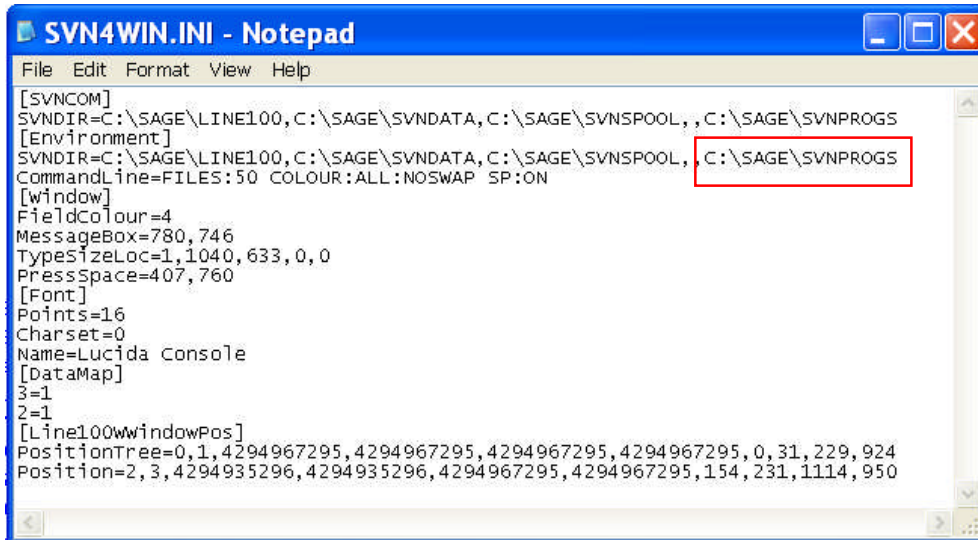
There are other areas in the software where the forms characteristics can/must be entered and these are shown below. It is assumed that a Laser Printer is being used.

2. L100REP.INI FILE

2.1 The L100rep.ini file is located in the SVNPROGS directory within the Sage Line 100 installation. The location of your Sage Line 100 installation will be found in the SVN4WIN.INI file located in the Windows directory.

To find the location of L100REP.INI using the SVN4WIN.INI file

From Windows Explorer, select the C:\Windows folder. Locate and double-click to open the file in, for example, MS Notepad. Search in the file for the location of the SVNPROGS directory.



```
SVN4WIN.INI - Notepad
File Edit Format View Help
[SVNCOM]
SVNDR=C:\SAGE\LINE100,C:\SAGE\SVNDATA,C:\SAGE\SVNSPOOL,C:\SAGE\SVNPROGS
[Environment]
SVNDR=C:\SAGE\LINE100,C:\SAGE\SVNDATA,C:\SAGE\SVNSPOOL,C:\SAGE\SVNPROGS
CommandLine=FILES:50 COLOUR:ALL:NOSWAP SP:ON
[Window]
FieldColour=4
MessageBox=780,746
TypeSizeLoc=1,1040,633,0,0
PressSpace=407,760
[Font]
Points=16
Charset=0
Name=Lucida Console
[DataMap]
3=1
2=1
[Line100windowPos]
PositionTree=0,1,4294967295,4294967295,4294967295,4294967295,0,31,229,924
Position=2,3,4294935296,4294935296,4294967295,4294967295,154,231,1114,950
```

In the above example above this is C:\SAGE\SVNPROGS.

2.2 The L100REP.INI settings are applied when using the Sage L100 for Windows System manager and with Windows printing enabled.

[The SVN4WIN.INI file defaults to Windows Reports, but the chapter \[Reports\] can be added with the line WinReport=Yes as confirmation](#)

The L100REP.INI file provides overall control of how reports look when printed including

- the font used for the report
- the orientation of the reports (portrait or landscape)
- report alignment (margins, and positioning on the page)

2.3 Settings

There are 12 settings, which can be applied to reports within the L100rep.ini file

- Portrait
- FixedFont
- ControlCode
- FontName
- FontHeight
- TopMargin
- BottomMargin
- AdjustDown
- AdjustRight
- PageLength
- PaperWidth
- CPI

Portrait

This setting determines the orientation of your report on the page.

There is no landscape setting within L100rep.ini. If reports are required in Landscape orientation, set Portrait=No.

FixedFont

This setting invokes the fixed alignment necessary for printing on pre-printed stationery. If you need to print on pre-printed stationery then you must set FixedFont to Yes, as there is no other way to ensure alignment on this stationery.

Control Code

This setting determines whether you are using a printer that has a control code set up for it. The default is No.

[This function was originally used with Dot Matrix printers to specify printing styles, such as underlining, printing in condensed or enhanced mode.](#)

FontName

This setting determines the font to be used in the report. For use with the Overdrive bar code software this must be a printer font.

FontHeight

This setting determines the point size of the font specified using the setting FontName.

[Note !! a good choice for a report in Portrait orientation would be 8pt Univers. This produces approximately 17cpi \(characters per inch\) in lower case, enabling 132 columns to fit across an A4 page](#)

TopMargin

This setting determines the size of the header section of the report.

Enter a number of lines to move the first detail line of the report downwards by the specified number of lines. The details section of the report will fit the space between the header and footer sections.

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BottomMargin

This setting determines the size of the footer section of the report.

Enter a number of lines to move the start of the footer section up the page by the number of lines specified. The details section of the report will fit the space between the header and footer sections.

AdjustDown

This setting allows you to fine-tune the printing position of the report on the page vertically from the current position. The setting uses a printing unit of measure called a 'twip' in calculating the vertical position of the report on the page.

To make fine adjustments (for example to cope with the differences between batches of forms or between different printers) then use the AdjustDown setting to move the layout vertically by a number of twips. There are 567 twips to a centimetre, 1440 twips to an inch.

AdjustRight

This setting allows you to fine-tune the printing position of the report on the page horizontally from the current position. To make fine adjustments use the AdjustRight setting to move the layout across the page by a number of twips as described above.

PageLength

This setting allows you to override the normal A4 page length of 70 lines for laser or ink jet printers, for example when printing cheques.

PaperWidth

Sets the width of non standard stationery, similar to the above length setting

CPI

Forces the width of the data fields only, not the static text.

[Not normally used](#)

2.4 Suggested Settings for Ink Jet or Laser Printing

Portrait=Yes
 PageLength=70
 TopMargin=6
 BottomMargin=5
 AdjustDown=50
 FixedFont=Yes
 FontName=Univers
 FontHeight=8

FontHeight may need to be set to a lower value if text overflow across the page occurs
 Note that a PageLength of 49 lines would be used for A4 Landscape printing

2.5 Syntax

If the settings are not applied using the correct syntax within the L100REP.INI file, the Line 100 System Manager will not recognize the settings and reports will not print as expected.

In the following example, MS Notepad is used as the text editor.

2.5.1
2.5.2
2.5.3

```

L100REP.INI - Note...
File Edit Format View Help
FixedFont=No
[Balance Sheet Lay]
Portrait=No
FixedFont=No
[AllReports]
Portrait=No
FixedFont=No
[Portrait P14/P60]
Portrait=Yes
FixedFont=Yes
FontName=Draft 10cpi
FontHeight=10
CPI=10
[wide P14/P60]
Portrait=Yes
FixedFont=Yes
FontName=Draft 10cpi
FontHeight=10
CPI=10
Paperwidth=12.0

[Route Card]
Portrait=Yes
PageLength=70
TopMargin=6
BottomMargin=5
AdjustDown=50
FixedFont=Yes
FontName=Univers
FontHeight=8
  
```

No.	Report Name	User	Status	Date	Time	Size	Level
47	Route Card	3	Unprinted	15/12/2006	15:51:15	21	255
46	Route Card	3	Unprinted	15/12/2006	15:48:15	21	255
45	Route Card	3	Unprinted	14/12/2006	17:05:14	21	255
44	Route Card	3	Unprinted	14/12/2006	17:05:14	21	255
43	Route Card	3	Printed	14/12/2006	16:44:14	21	255
42	Route Card	3	Printed	14/12/2006	16:27:14	21	255
41	Route Card	3	Printed	14/12/2006	16:00:14	22	255
40	Route Card	3	Printed	14/12/2006	15:46:14	22	255
39	Route Card	3	Printed	14/12/2006	15:26:14	22	255

The Stationery/Form name can be found by trial printing the relevant report and then noting the name on the Spool File. It must be entered in the L100REP.INI file exactly as shown.

(Note that the parameter Sapphire System Manager, Company Defaults, Parameters, Auto Document Numbering must be set to YES)

Note ! the first part of the file refers to standard Sage Financials and Commercial reports and forms. Do NOT confuse these with the Sapphire documents

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2.5.1 Blank Lines

One blank line can precede each report in the file except for the first report.

2.5.2 Report Names

These are enclosed in square brackets **[]** with no spaces between the bracket and the first and last character of the name respectively. There may be spaces or hyphens between the words in the report name itself. For example **[Route Card]**, **[SOR-INVOICE-PRINT]**

There is only one report name on a line and it is always followed by report settings, the first report setting for the report being on the next line.

2.5.3 Report Settings

These are the setting name, an equals sign and then the setting value.

The setting name is one word but capitals are interspersed in the name where normally you might expect a space. For example

FontName

The equals sign follows immediately from the last character of the setting name. There is no space between the setting name and the equals sign. For example

FontName=

The setting value follows immediately from the equals sign. There is no space between the equals sign and the setting value. For example

FontName=Univers

There may be spaces in the setting value, if more than one word is entered for the value, for example, `FontName=Draft 10CPI`

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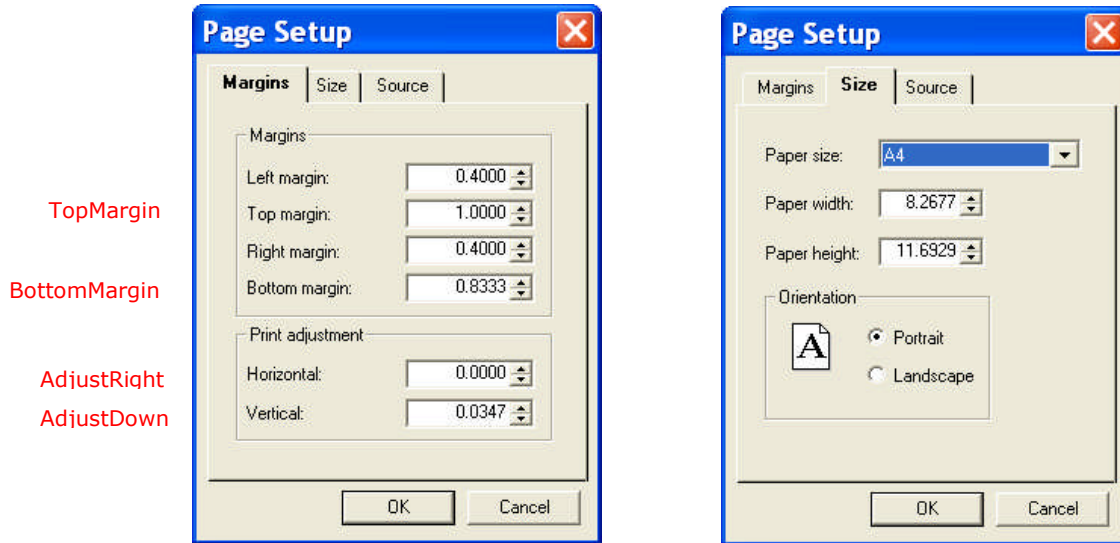
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3. VIEWING SETTINGS IN SAPPHIRE

In the Print Spooler, highlight a spooled report and then click View. Click Page Setup and then the Margins and Size Tabs



TopMargin

BottomMargin

AdjustRight

AdjustDown

Top Margin .ini setting is 6 lines = 6/70 lines per page x 11.6929 Paper height = 1.00 inches
 Bottom Margin 5 lines = 5/70 = 0.83
 Vertical Adjustment = AdjustDown .ini setting of 50 twips = 50/1440 = 0.347 inches

↑ TopMargin + AdjustDown ↓

Customer Order No. :		PRODUCTION CONTROL ROUTE CARD				Date Printed : 02 Jan 2007			

Qty To Manufacture : 2.00		Works Order							
Bill Of Materials : CA4000		{B 1507 }							
Description : 3Kw Generator									

30 PR42 Manual Assembly									

Resource	Setup Time	Run Time	Quantity Required	Start Date/Time	End Date/Time	Qty Complete	Qty Scrap	Operator(s)	
EL50	00:00	01:00	2.0000						
Assembly									

40 PR43 Packing									

Resource	Setup Time	Run Time	Quantity Required	Start Date/Time	End Date/Time	Qty Complete	Qty Scrap	Operator(s)	
PACKING	00:00	00:30	2.0000						
Packing Labour									

Left and Right Margins are Printer defaults

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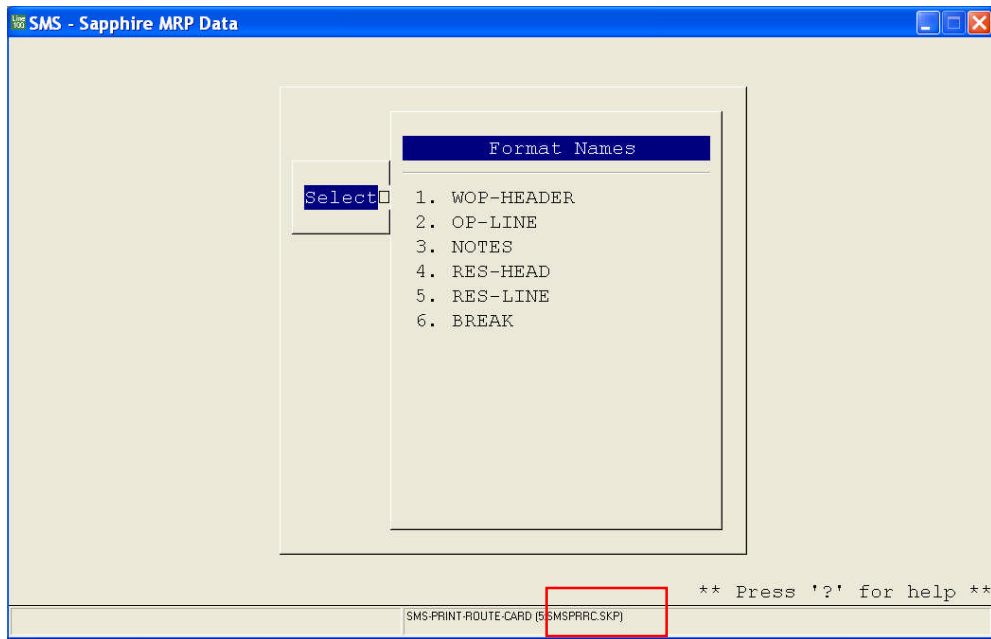
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4. AMENDING FIELDS & TEXT ON AMENDABLE STATIONERY/REPORTS

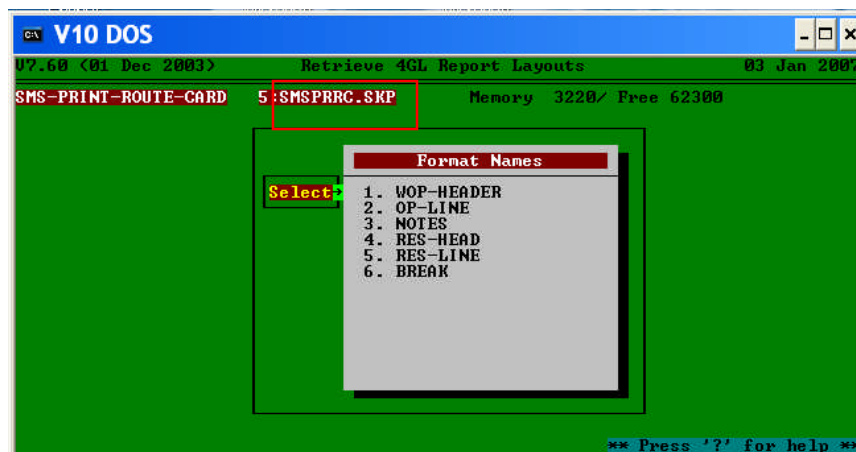
Before amending any stationery layouts it is good practice to copy all of the 'standard' layouts to a separate folder so that they can be restored if necessary. From the SVNPROGS folder copy all .SKP files to a safe location. A new folder \\SAGE\SKPSAFE is often used.

4.1 Select the form to amend, for example *Works Order Processing, Utilities, Amend Stationery, Route Card*



The file name is shown on the lower edge of the screen, in this case SMSPRRC.SKP

On the DOS version the file name is at the top of the screen



Each report comprises separate sections, similar to those shown above. For full details on amendment of these sections please see the Sage 7.6 CD

<\\SOVREIGN\MANUALS\SYSMANDOS.PDF> page 199 et seq

or contact your BlueStone consultant.

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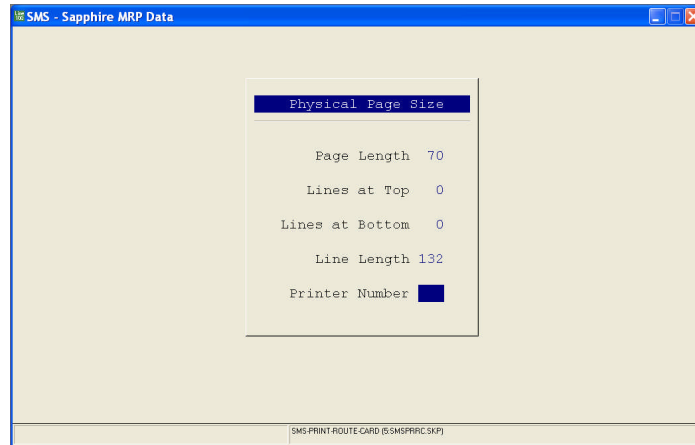
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5. DOCUMENT HEADER – AMENDABLE STATIONERY

Works Order Processing, Utilities, Amend Stationery, Route Card, WOP Header

Other documents follow a similar path, with the Amendable Stationery layouts held under Utilities



A figure must be entered for Page Length and Line Length. Enter 70 lines for the page length when using A4 paper, and a line length of (typically) either 80 or 132 columns. The Top and Bottom Margin figures can be left blank as these are overwritten by the L100REP.INI file settings (see above).

Note !! If the Sage L100 System Manager detects that the page size is A4, (from the default printer setting), the following defaults are applied

- Page Length = 70 lines
- Top Margin = 6 lines
- Bottom Margin = 5 lines
- Adjust Down (Vertical Adjustment) = 50 twips (as described earlier)

It is suggested that these settings are entered in the L100REP.INI file anyway for completeness.

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