OCEAN DRILLING PROGRAM

HARD ROCK LABELS

USER'S MANUAL

Updated 7/99

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Introduction

Hard Rock Labels (HRlabels) is a program developed for printing labels. These labels are used to identify sections, pieces, and parts of hard rock core. The program consists of only one working window. This document discusses all the details of the program and how to print labels.

Document Layout

This document is broken into four sections. The first three sections describe the main working window, and the menu and button options available. The fourth section describes, step-by-step, how to prepare a set of labels.
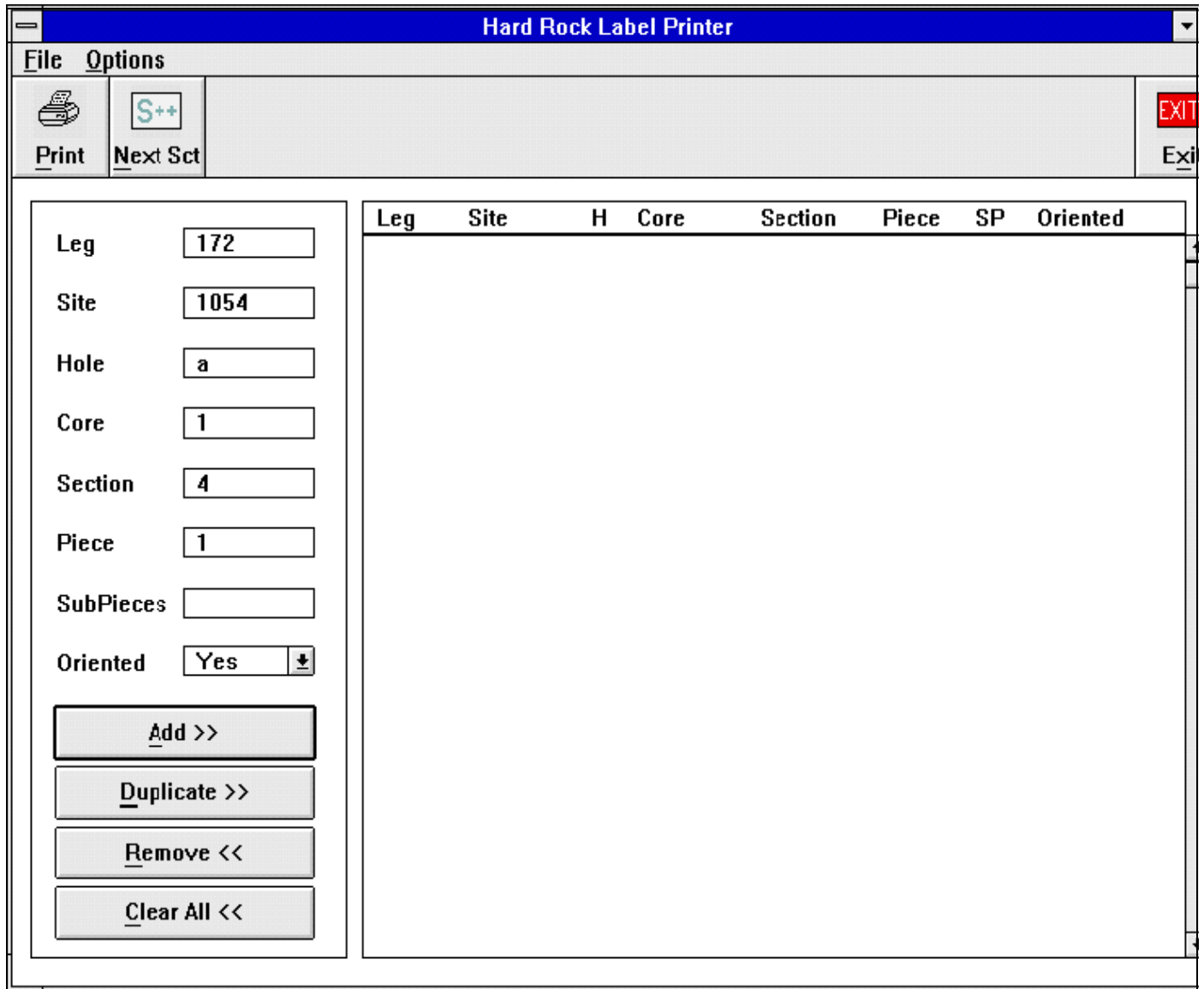
The Main HR Labels Window

Figure 1. Main Hard Rock Label window

1. At the top of the window is a menu bar with selections available under **File** and **Options** (See "Menu Options", p. 3).

2. Below the menu are two buttons, **Print** and **Next Sct**, which perform the most frequently used functions (See "Button Options", p. 5).

3. All sample information for a piece, or subpiece, of core is entered into the entry boxes on the left side of the window.

4. Label information is shown on the right side of the window.

5. The **Add**, **Duplicate**, **Remove**, and **Clear All** button functions are described in the "Menu Options" and "Button Options" sections.

> **Note: All button functions are accessible by clicking the Alt key and the underlined letter of the function. For example, "Add" can be accessed by clicking Alt+A, "Duplicate" by clicking Alt+D, etc.**

Menu Options

Figure 2. The Menu options

Selections Under "File"

Print

This selection prints bar code labels using the **Bar Tender** printer program. It prints the labels selected and displayed on the main screen. Print performs the same function as the **Print** button, or the **Alt+P** keys.

Exit

This selection closes the *HRlabels* program completely. **Your entries will not be saved when the program closes**. Exit performs the same function as the **Exit** button in the top right corner, or the **Alt+X** keys.

Selections under "Options"

Add

This selection adds the entered information as a new label on the right side of the screen (See Figure 3). This selection performs the same function as the **Add** button, or the **Alt+A** keys.
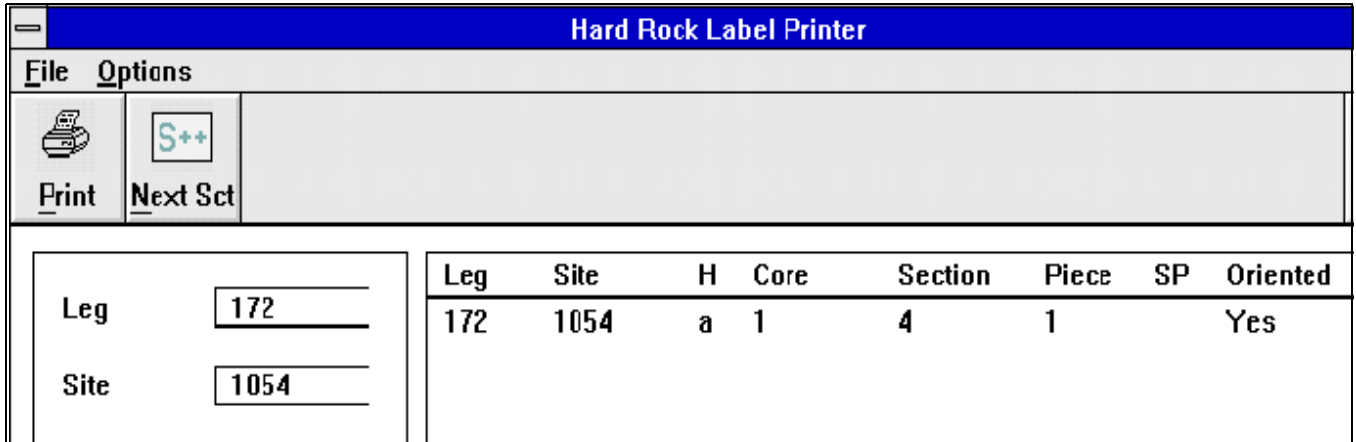
Figure 3. Newly added label information.

Duplicate

This selection duplicates the information from the previous entry, except for the **Piece** number, which becomes the **next ordered number**. If duplicate is selected a second time, all entry information is duplicated, **including the Piece number**. This selection performs the same function as the **Duplicate** button, or the **Alt+D** keys.

For example, in Figure 3 above, the piece number is "1". Selecting duplicate copies all the information and the number "1" becomes a "2". The second time duplicate is selected, all information is copied including the number "2" (See Figure 4).
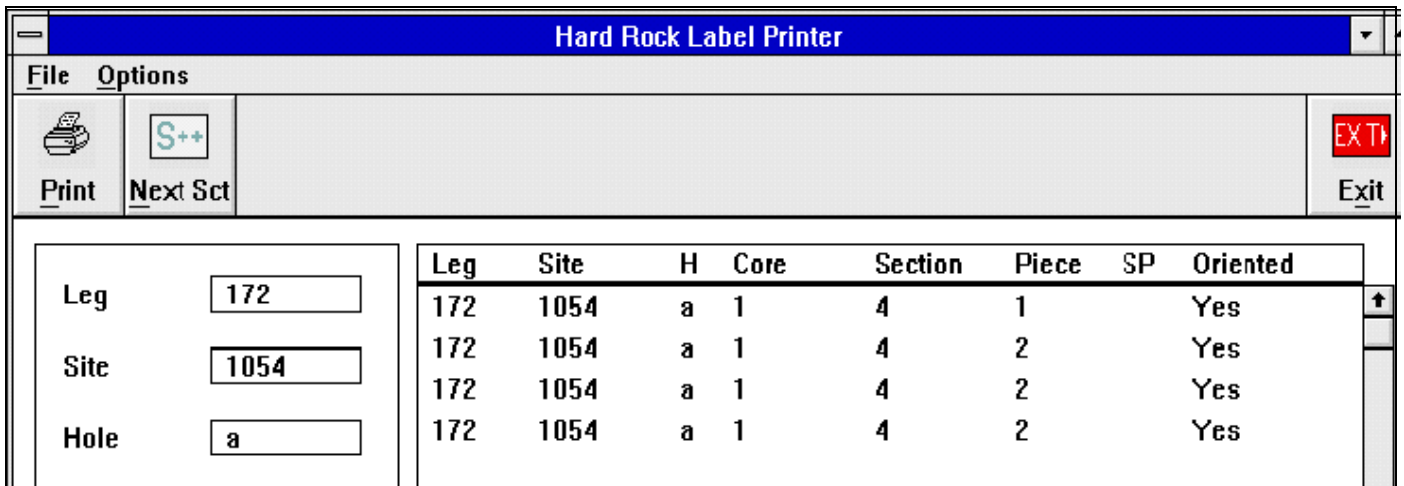

Figure 4. The "Duplicate" function of HRlables

Remove

This selection removes a highlighted label from the right side of the screen. Click once on the label you want to remove, then select the **Remove** option. This selection performs the same function as the **Remove** button, or the **Alt+R** keys.

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Clear All

This selection removes all labels from the right side of the screen. **Make sure you want all labels removed before using this Clear All**. This selection performs the same function as the **Clear All** button, or the **Alt+C** keys.

Next Section

This selection enters the next numerical **section** into the entry box on the left side of the screen (See Figure 5). This selection performs the same function as the **Next Sct** button or the **Alt+N** keys.

> **Note: When *Next Section* is chosen, all displayed labels are cleared from the screen. Be sure to print the labels already displayed before continuing onto the next section.**

Figure 5. The "Next Section" selection.

Button Options

The two button options are the two most frequently used functions. Figure 6 shows the two buttons available on the main screen's toolbar.

Figure 6. The button options on HRlabels.

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Print – this selection prints bar code labels using the **Bar Tender** program. The labels are then used on hard rock core pieces and sub-pieces.

Next Section – this selection enters the next numerical section number into the entry box (see Figure 5).

> **Note: Clicking on *Next Sct* will clear all displayed labels from the screen. Be sure to print the currently displayed labels before continuing with the next section.**

Making Labels

1. Enter the **Leg**, **Site**, **Hole**, **Core**, **Section**, **Piece**, and **Subpiece** (if necessary) in the proper entry boxes (See Figure 7).

Figure 7.Enter information here.

2. Navigate through the entry boxes by using the mouse or the **<Tab>** key.

3. Use the dropdown list to indicate whether the core has been magnetically oriented or not (See Below).
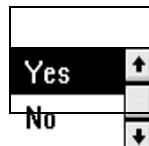
4. Once the correct information is entered, click on the **Add** button, or select "Add" from the **Options** menu. The label information is displayed on the right side of the screen.

5. At this point you have several options:

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- Clicking the **Add** button again numerically increases the **Piece** number one digit. All other entries remain the same. **Click this button to add as many labels as there are pieces for a specific section**.

- Clicking the **Duplicate** button will duplicate the next numerical piece number as many times as the duplicate button is clicked (See "Menu Options", p. 3).

- Remove a label at any time by highlighting it and clicking the **Remove** button.

- Remove all labels displayed by clicking on the **Clear All** button.

- Edit the information in the entry boxes at any time.

- When all the labels displayed are correct, click on the **Print** button to print the labels using the **Bar Tender** program.