BIXOLON®

Software Manual

Label Artist Web & XQ-840II

Integrated Customer-friendly Printing Solutions

Ver.1.00

www.bixolon.com

Copyright

© BIXOLON Co., Ltd. All rights reserved.

This user manual and all property of the product are protected under copyright law.
It is strictly prohibited to copy, store, and transmit the whole or any part of the manual and any property of the product without the prior written approval of BIXOLON Co., Ltd.
The information contained herein is designed only for use with this BIXOLON product. BIXOLON is not responsible for any direct or indirect damages, arising from or related to use of this information.

• The BIXOLON logo is the registered trademark of BIXOLON Co., Ltd.
• All other brands or product names are trademarks of their respective companies or organizations.

BIXOLON Co., Ltd. maintains ongoing efforts to enhance and upgrade the functions and quality of all our products.
Product specifications and/or user manual content may be changed without prior notice.

Caution

Electronic products such as printers are easily damaged by static electricity.
In order to protect the printer from static electricity, turn the printer “OFF” before connecting or removing the cables on the rear side.
Please contact the nearest store if the printer is damaged by static electricity.

Table of Contents

Copyright 2

1. Manual Information 6

2. Usage Environment 7
2-1 Operating System (OS) 7
2-1-1 Web Browser 7
2-1-2 Android 7
2-2 Interface 7
2-2-1 Windows 7
2-2-2 Android 7
2-3 Supported Printers 7
2-3-1 Label Printer 7

3. Detailed Instructions 8
3-1 Logging In 8
3-1-1 Opening the Login Page 8
3-1-2 Entering the email address and password 9
3-2 Registering as a new user 10
3-2-1 Opening the Registration Page 10
3-2-2 Agreeing to the Terms of Use 10
3-2-3 Entering account information 11
3-2-4 Entering the verification code 13
3-3 Finding the Password 14
3-3-1 Opening the Password Recovery Page 14
3-3-2 Entering the email address 15
3-3-3 Entering the verification code 16
3-3-4 Changing the password 17
3-4 Viewing all files 18
3-4-1 Folder 18
3-4-2 Recently printed files 19
3-5 Menu 20
3-5-1 All files 20
3-5-2 Folder 21
3-5-3 Adding a folder 22
3-5-4 Database 23
3-5-5 Changing the language 24
3-5-6 User settings and logging out 25
3-6 Label List 26
3-6-1 Searching for labels 27
3-6-2 Creating a new label 28

3-6-3 Menu 29
3-6-4 Label preview 30
3-6-5 Opening the Print Label Page 31
3-7 Database 32
3-7-1 Searching for databases 33
3-7-2 Creating a new database 34
3-7-3 Importing 35
3-7-4 Menu 36
3-7-5 Opening the Edit Database Page 37
3-8 Editing Database 38
3-8-1 Changing the name of the database 38
3-8-2 Saving and exporting 39
3-8-3 Editing database data 40
3-8-4 Adding a button image 41
3-9 User Setting 42
3-9-1 Account information 42
3-9-2 Changing the password 43
3-9-3 Withdrawing 44
3-10 Design Page 45
3-10-1 Design top bar 45
3-10-2 Design menu 46
3-10-3 Design toolbar 47
3-10-3 Inserting design objects 48
3-10-4 Shape format 49
3-10-5 Text format 50
3-10-6 Data type of text 51
3-10-6-1 Fixed 52
3-10-6-2 Database 53
3-10-6-3 Auto-Increment 58
3-10-6-4 Current Date 59
3-10-6-5 Current Time 60
3-10-6-6 Input variables 61
3-10-7 Barcode type 62
3-10-8 Barcode format 63
3-10-8-1 Changing barcode data 64
3-10-9 Image format 65
3-10-10 Price data type 66
3-10-11 Selling price / discount rate data type 67
3-10-12 Saving the file 68
3-11 Print Page 69
3-11-1 Opening the Print Page 69
3-11-2 Record Selection Page 70
3-11-2-1 Thumbnail view 71
3-11-2-2 List view 72

3-11-3 Entering input variables and printing 73

1. Manual Information

This manual provides basic information for using Label Artist Web & XQ-840II Integrated Customer-friendly Printing Solutions.
After connecting a BIXOLON label printer to a PC or mobile device, users can customize and print labels with Label Artist Web. Users can insert text, barcodes, and other elements by linking to a database, as well as customize labels and modify print settings like paper type and orientation.

2. Usage Environment

2-1 Operating System (OS)

2-1-1 Web Browser
Chrome v51 or later
Edge v15 or later
Firefox v15 or later
Opera v38 or later
Safari v10 or later

2-1-2 Android
Android 6.0 or later

2-2 Interface

2-2-1 Windows
USB, Serial, Parallel, Bluetooth, Wi-Fi, Ethernet

2-2-2 Android
Bluetooth, Wi-Fi, Ethernet, USB

2-3 Supported Printers

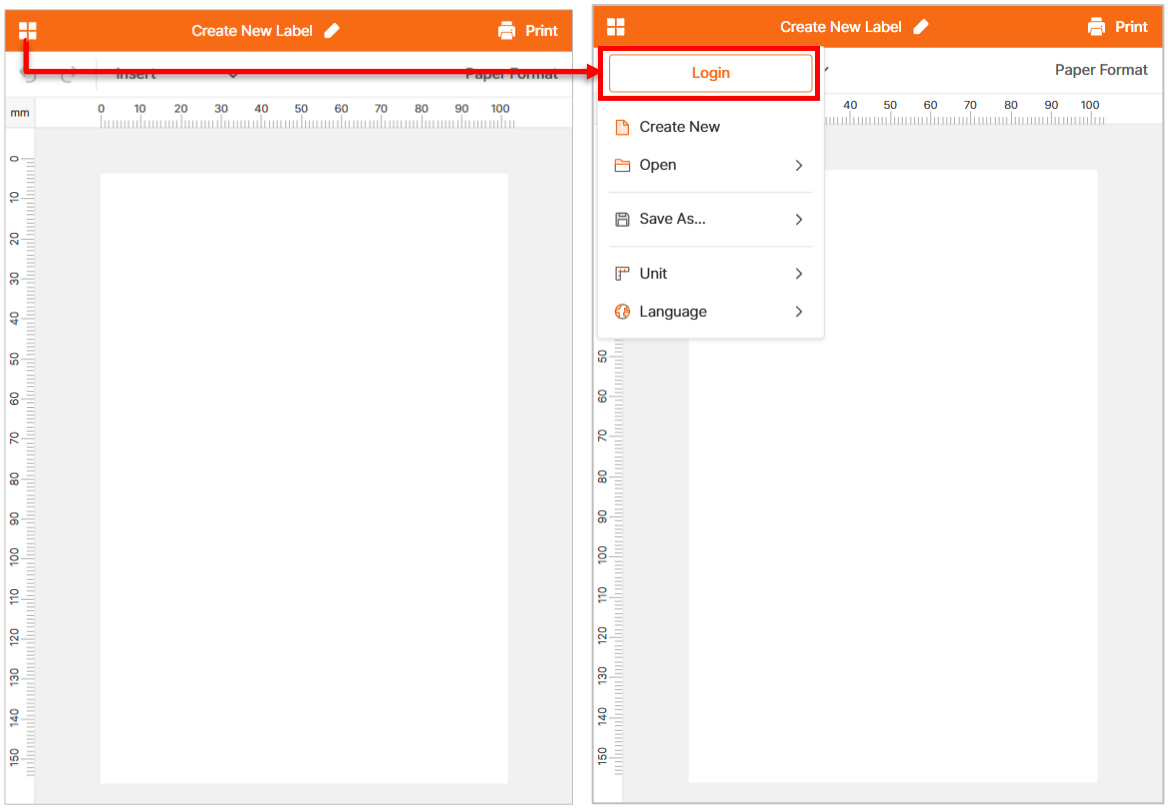
2-3-1 Label Printer
XQ-840II / XQ-843II

3. Detailed Instructions

3-1 Logging In

3-1-1 Opening the Login Page

Click the [Login] button in the top dropdown menu on the Design Page to open the Login Page.



3-1-2 Entering the email address and password

Enter a registered email address and password and click the [Login] button.



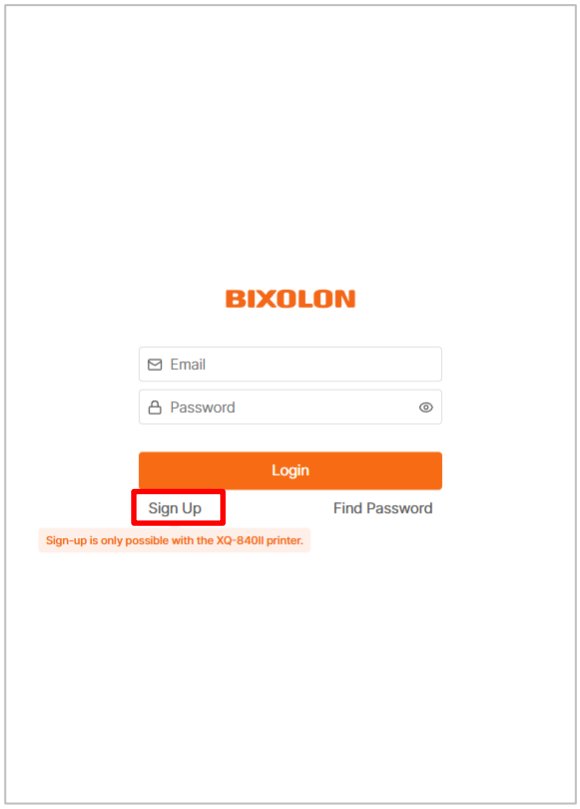


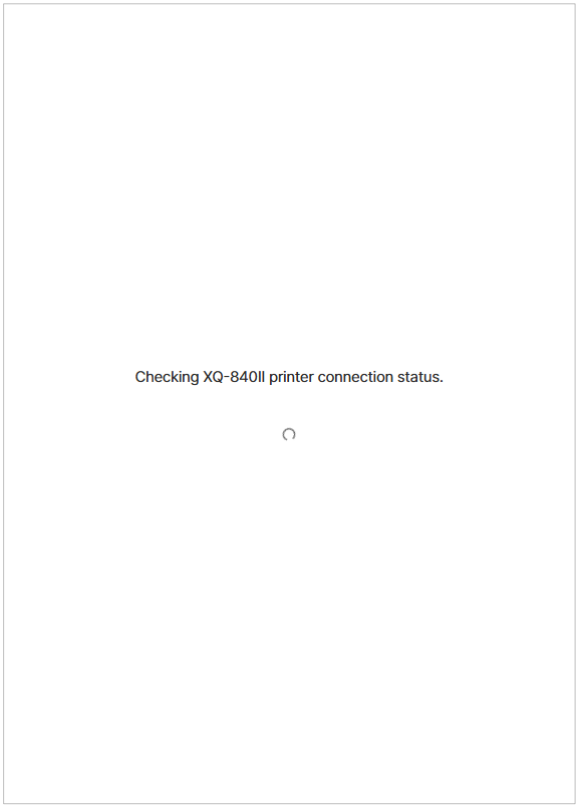
3-2 Registering as a new user

3-2-1 Opening the Registration Page

Clicking the [Sign Up] button on the Login Page will open the Registration Page.

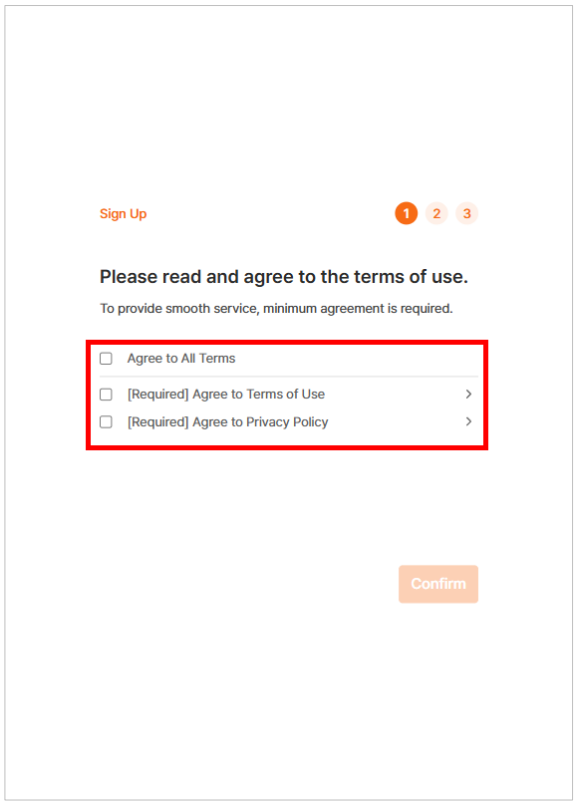
User registration is only available on the XQ-840II.

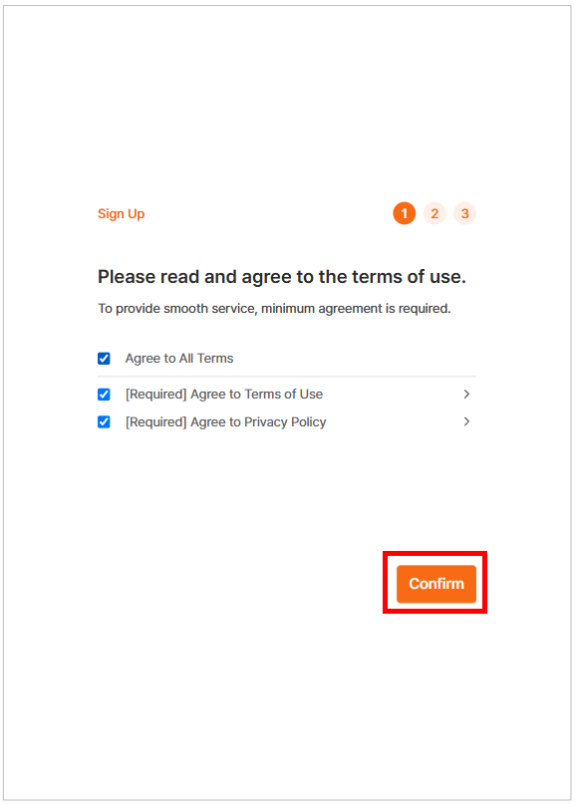




3-2-2 Agreeing to the Terms of Use

After agreeing to the terms and conditions required for registration, click the [Confirm] button.

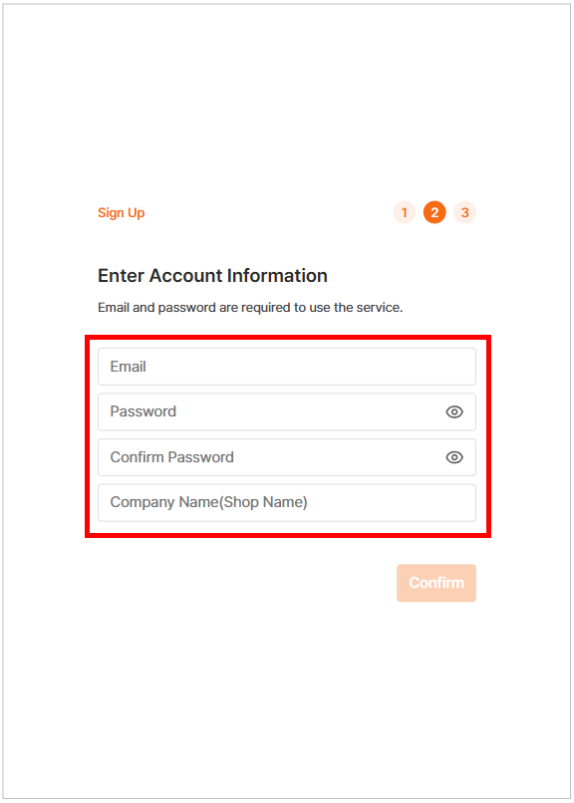


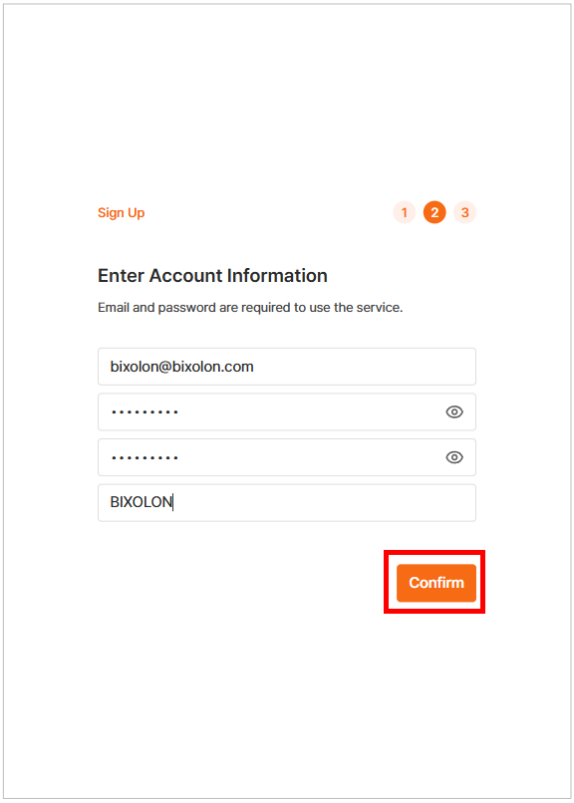


3-2-3 Entering account information

After entering a valid email address and password, click the [Confirm] button.

Passwords must be at least 8 characters long and include numbers, letters and special characters.



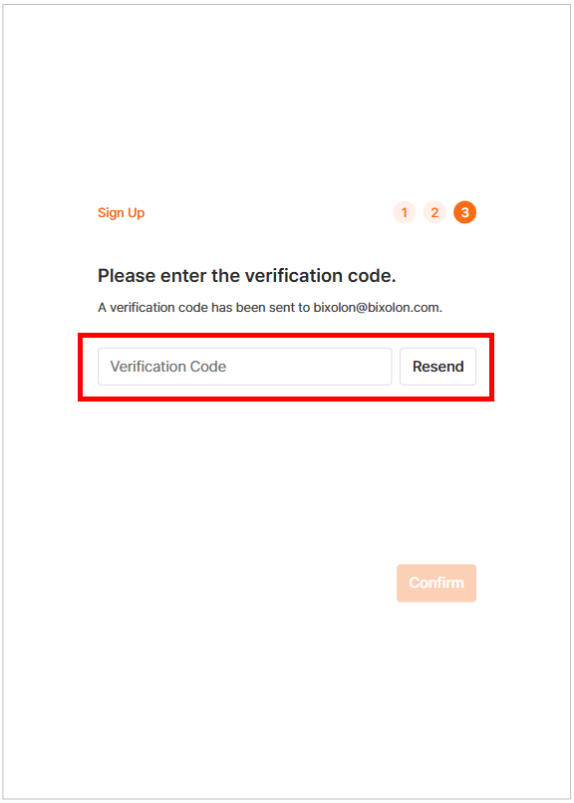


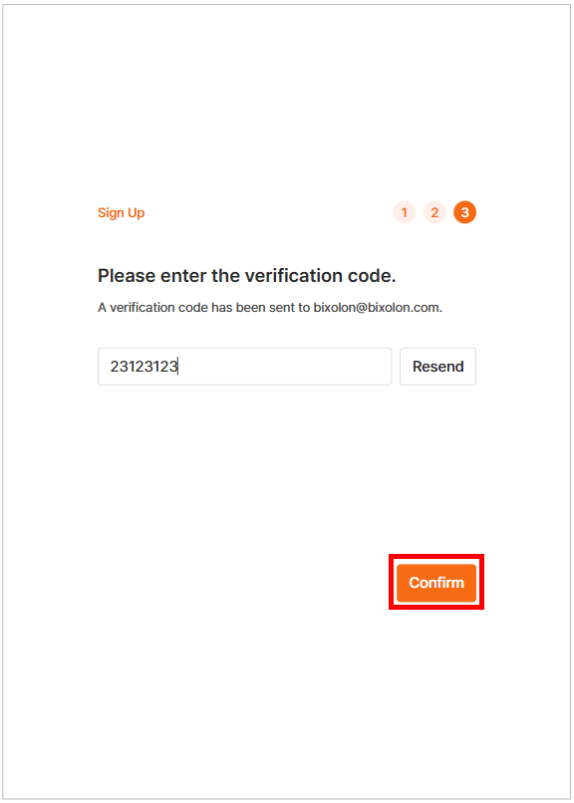
- Email: Used for verification and logging in.
- Password: Used for logging in.
- Company Name (Shop Name): Used for finding an account (email).

3-2-4 Entering the verification code

A verification code will be sent to the email address entered in the Enter Account Information Page.

- The verification code is valid for one hour.
- Click the [Resend] button to resend the verification code.





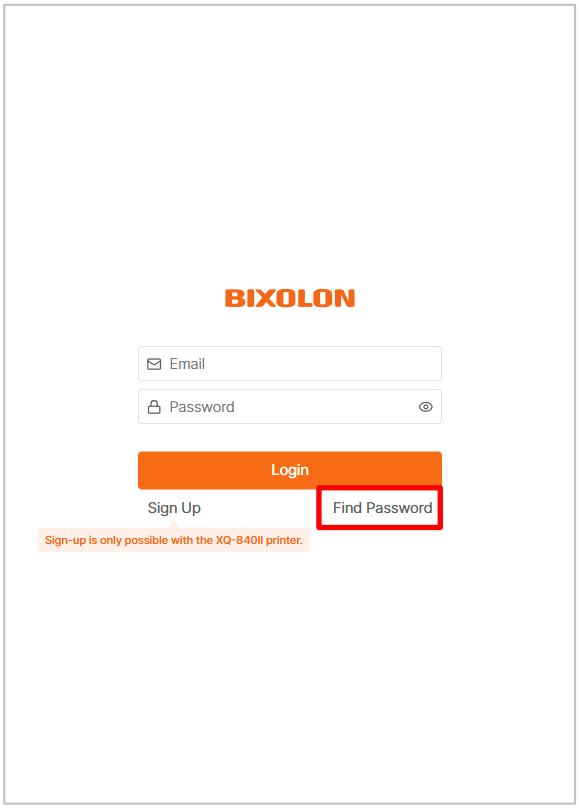
After entering the verification code, click the [Confirm] button.

- If the verification code is correct, the user registration process will be completed.

3-3 Finding the Password

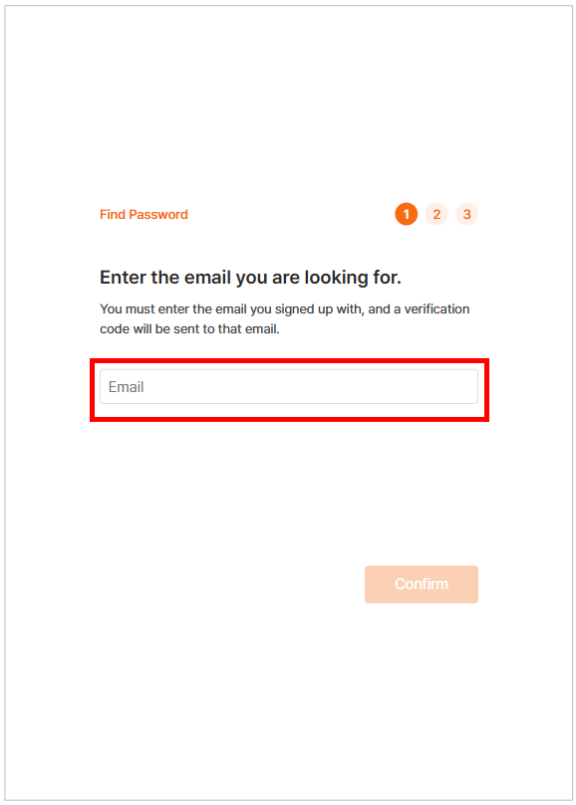
3-3-1 Opening the Password Recovery Page

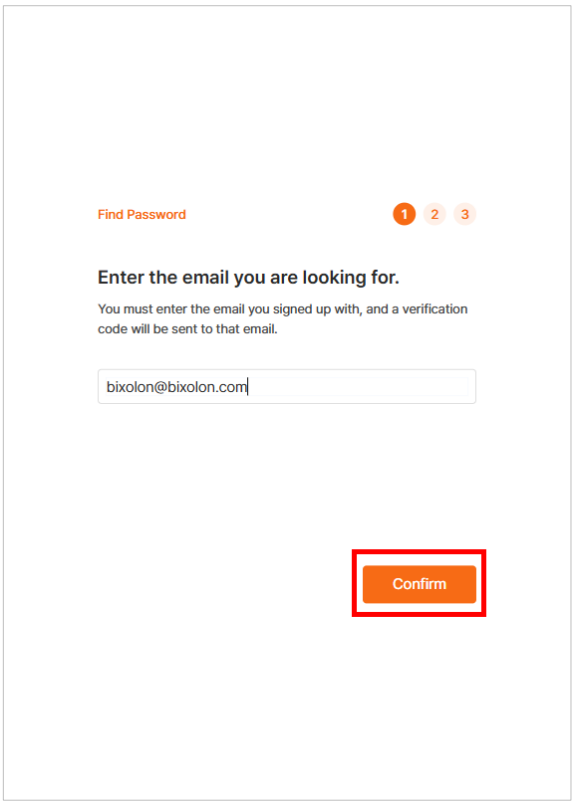
Clicking the [Find Password] button in the Login Page will open the Password Recovery Page.



3-3-2 Entering the email address

After entering the registered email address, click the [Confirm] button.

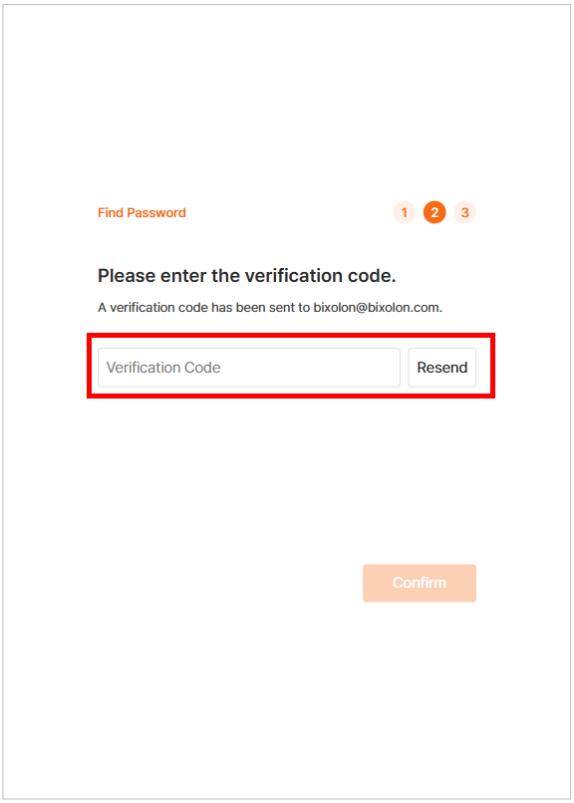


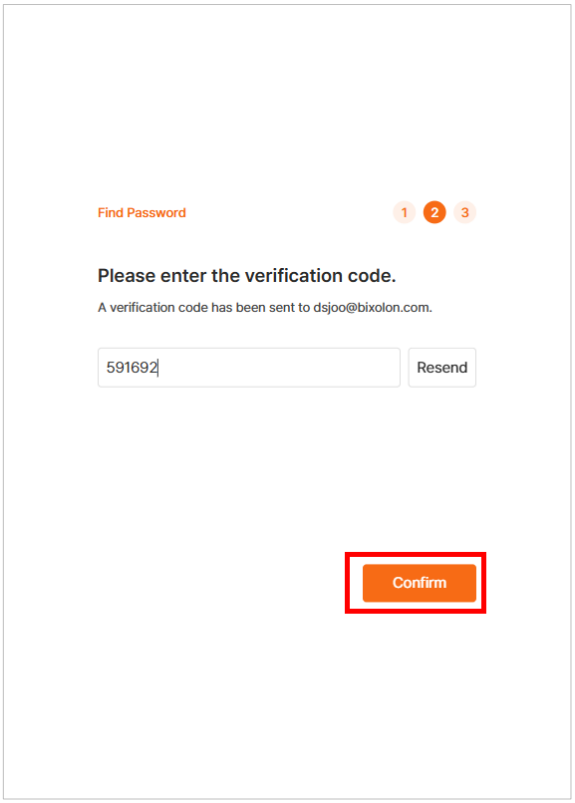


3-3-3 Entering the verification code

A verification code will be sent to the email address entered in the Password Recovery Page.

- The verification code is valid for one hour.
- Click the [Resend] button to resend the verification code.





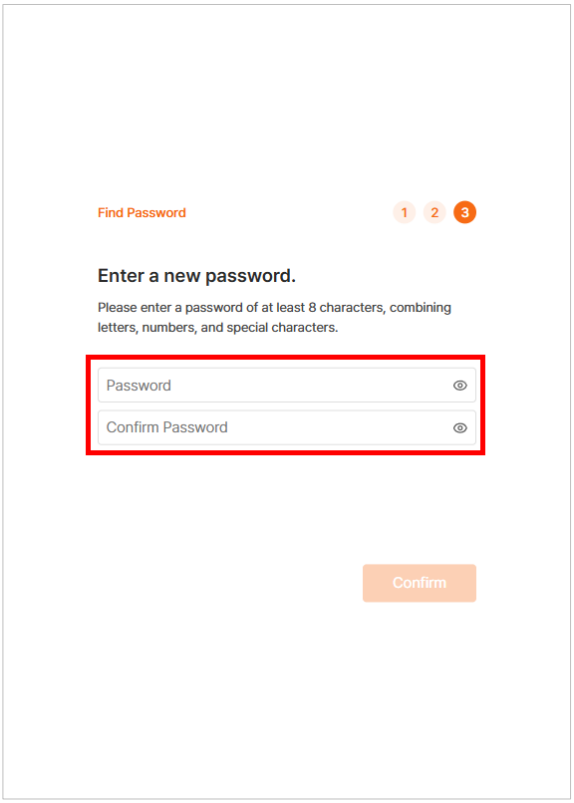
After entering the verification code, click the [Confirm] button.

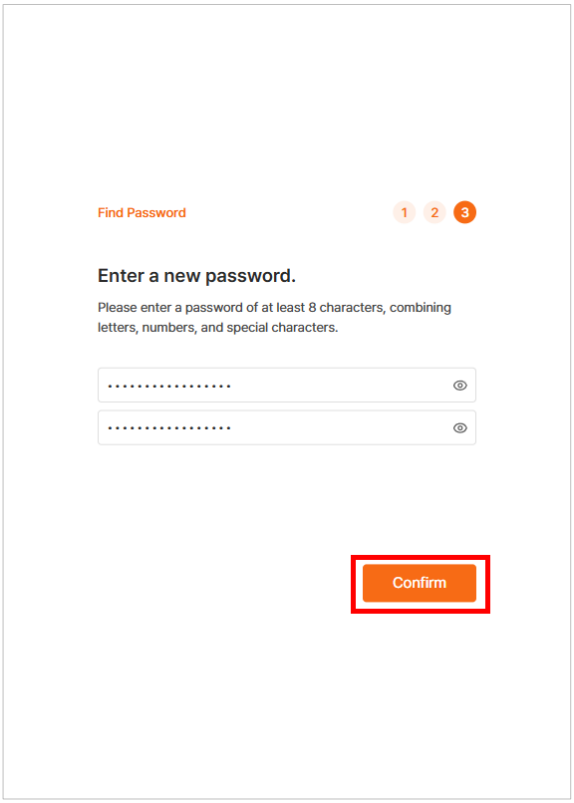
- If the verification code is correct, users will be taken to the Change Password Page.

3-3-4 Changing the password

Enter a new password and re-enter it.

Passwords must be at least 8 characters long and include numbers, letters and special characters .





After clicking the [Confirm] button, the password will be updated to the new one.

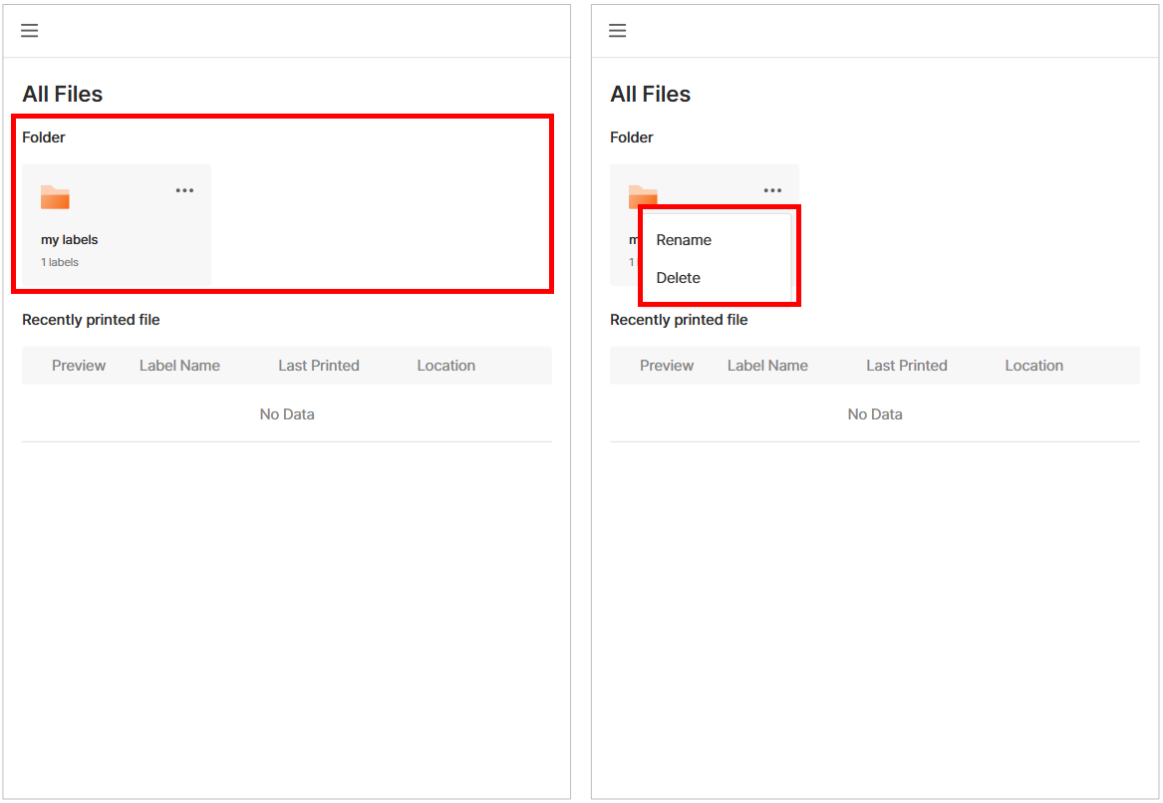
- If the passwords do not match, a warning message will appear.
- Clicking the eye icon will show/hide the password.

3-4 Viewing all files

3-4-1 Folder

Users can view and manage their listed folders.

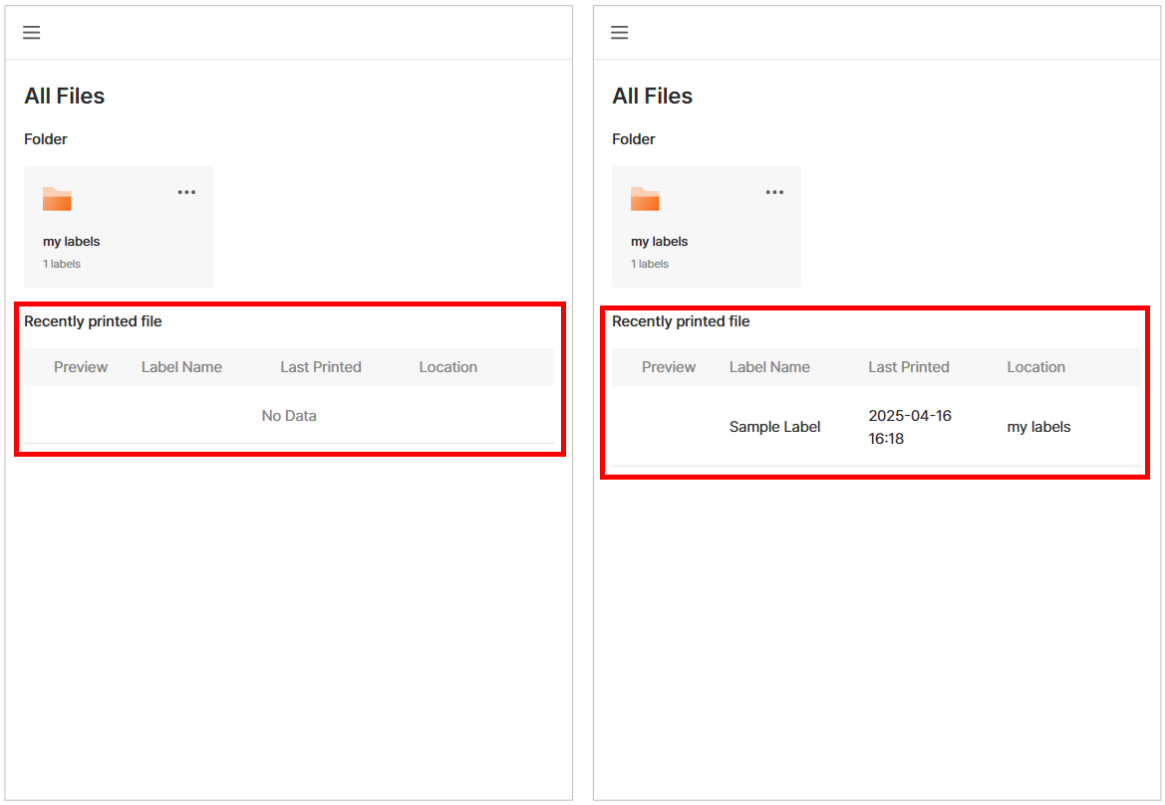
- The folders can be renamed or deleted.



Click a folder to open the folder's Label List Page.

3-4-2 Recently printed files

Users can view a list of recently printed labels.

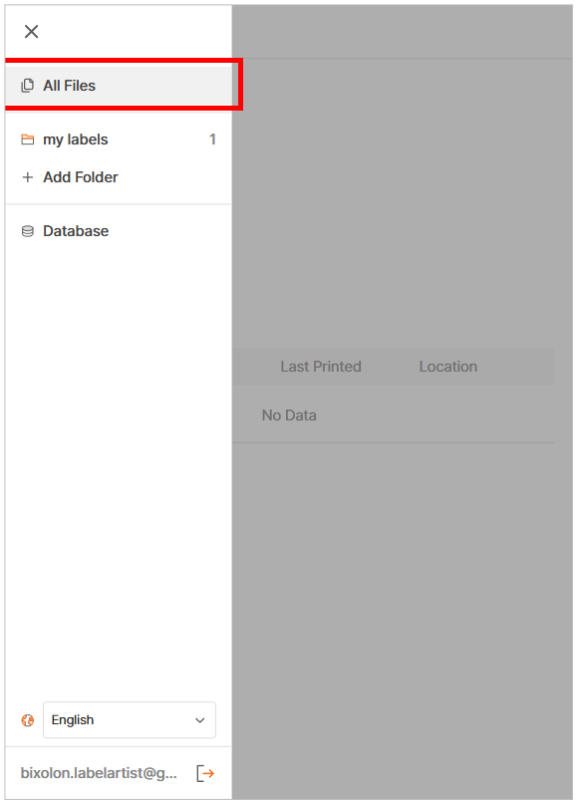


Click a file on the list to view the file's print window.

3-5 Menu

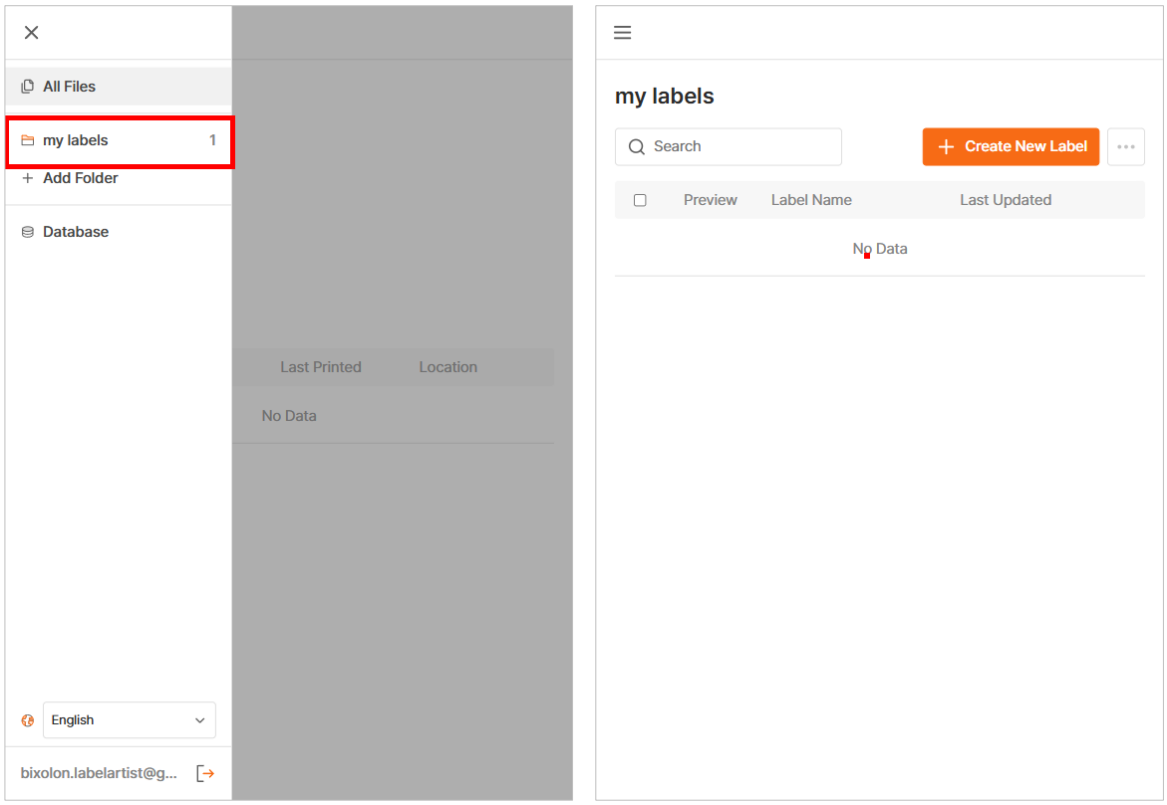
3-5-1 All files

Go to the All Files Page.



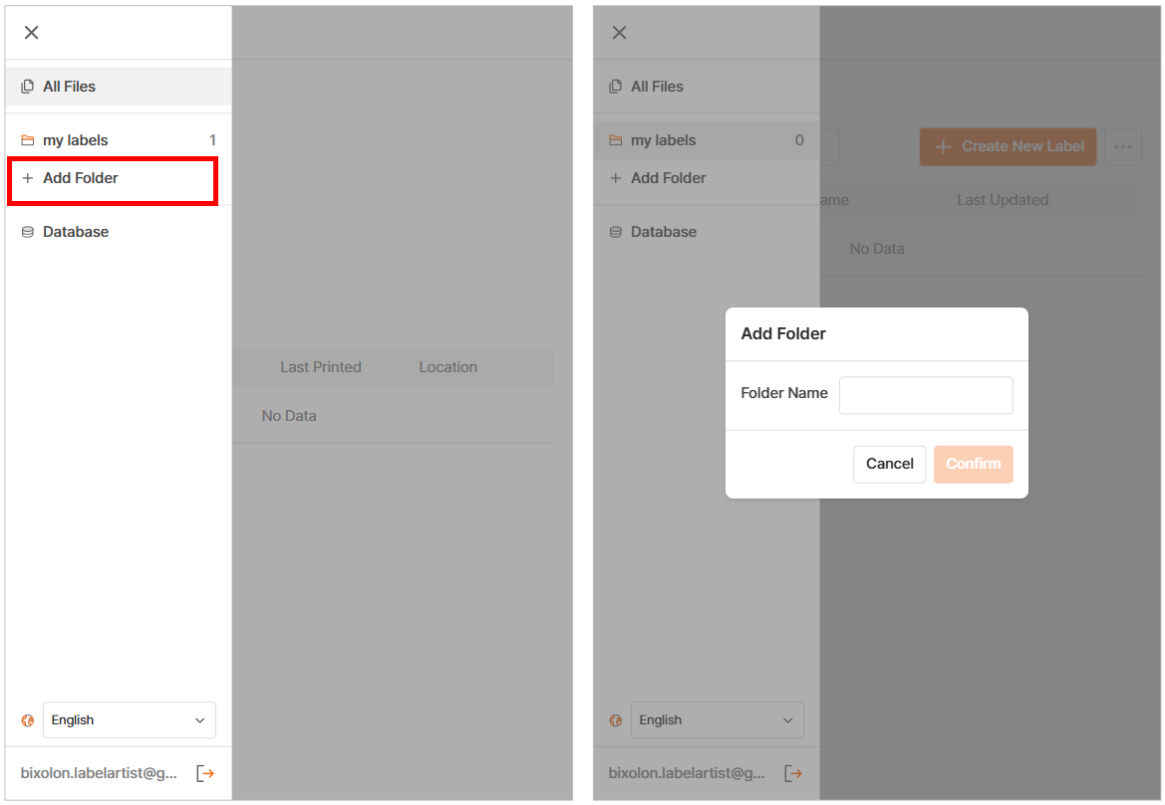
3-5-2 Folder

Go to the Label List Page of the selected folder.

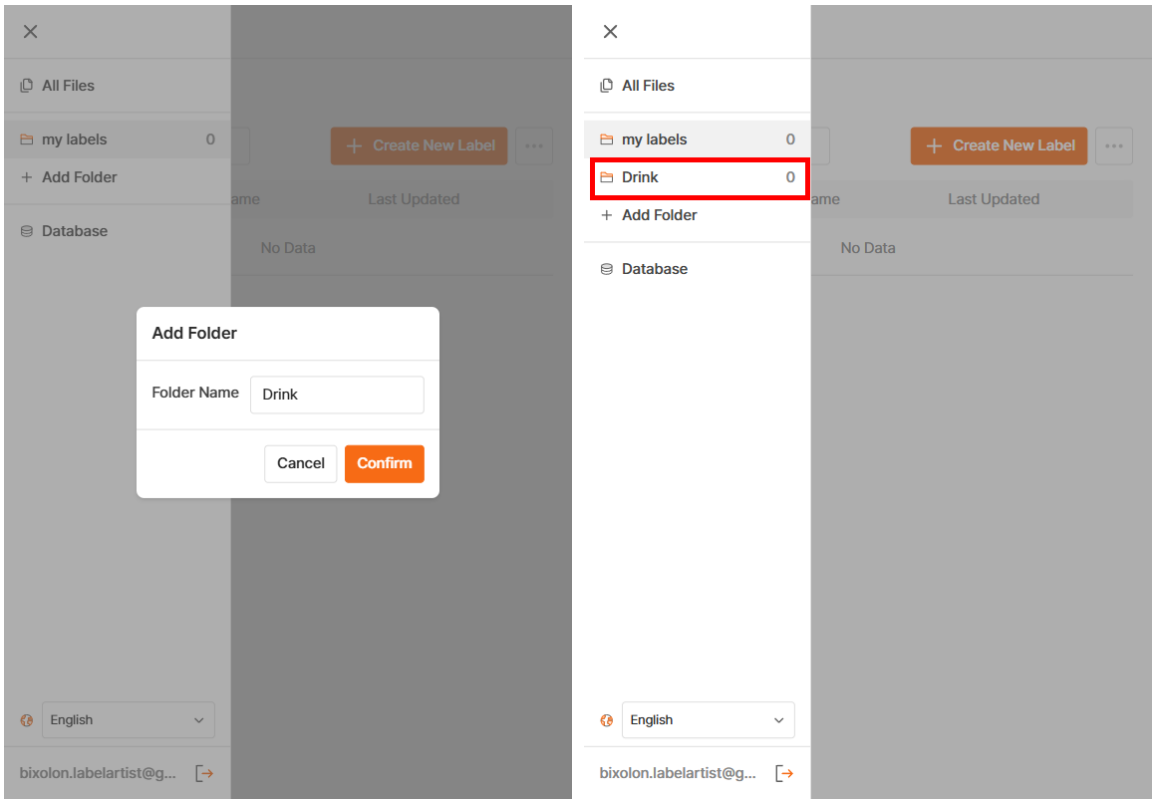


3-5-3 Adding a folder

Click the [+ Add Folder] button.

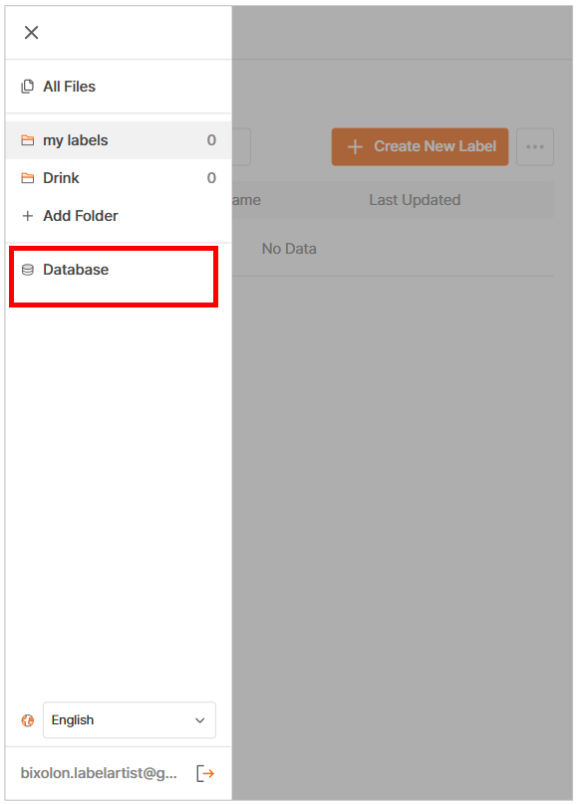


After naming the folder, click the [Confirm] button to create a new folder.



3-5-4 Database

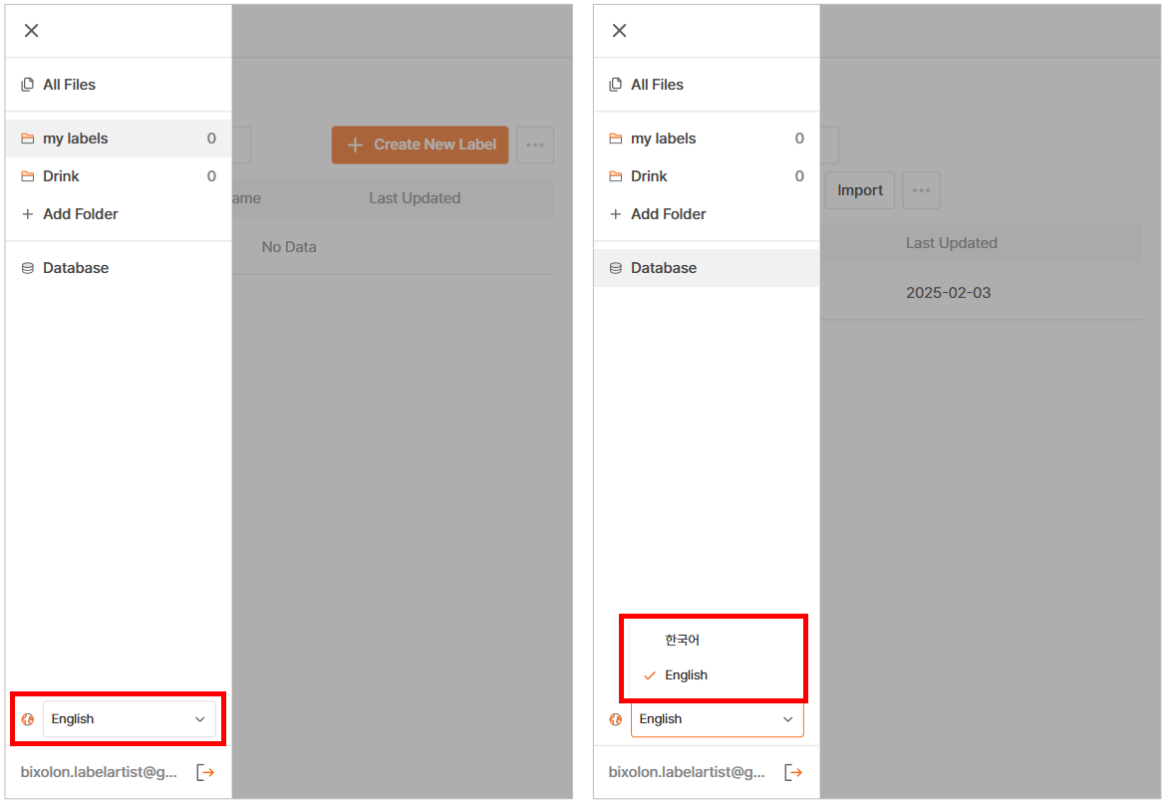
Go to the Database List Page.



3-5-5 Changing the language

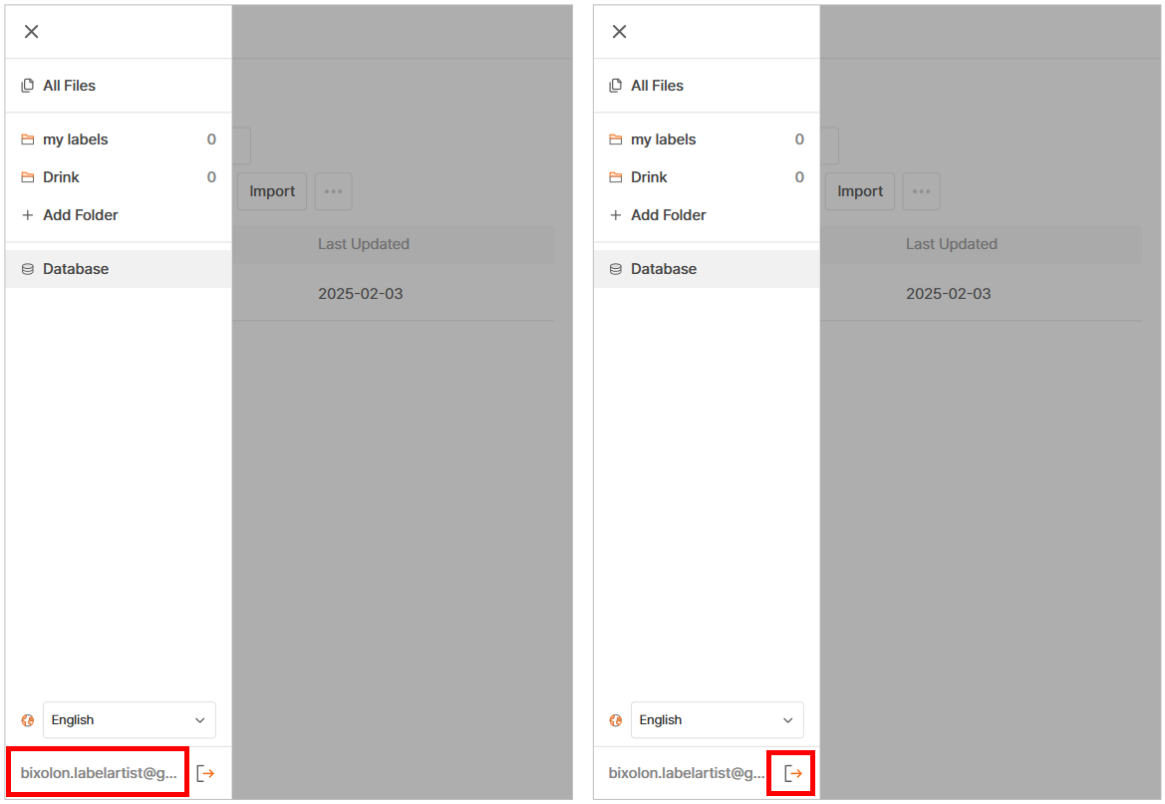
Users can change the language.

- Korean and English are currently supported.



3-5-6 User settings and logging out

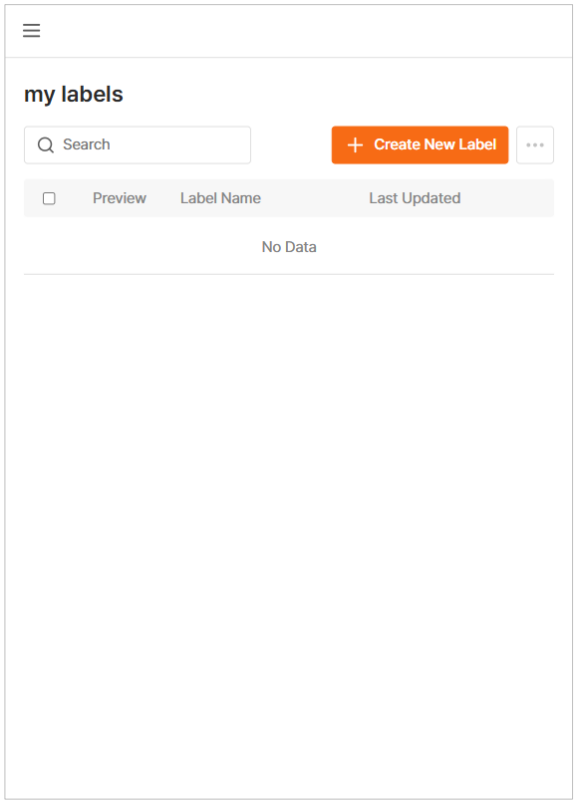
- Clicking on the currently logged-in email address will open the User Settings Page.
- Click the [Log Out] button to log out.

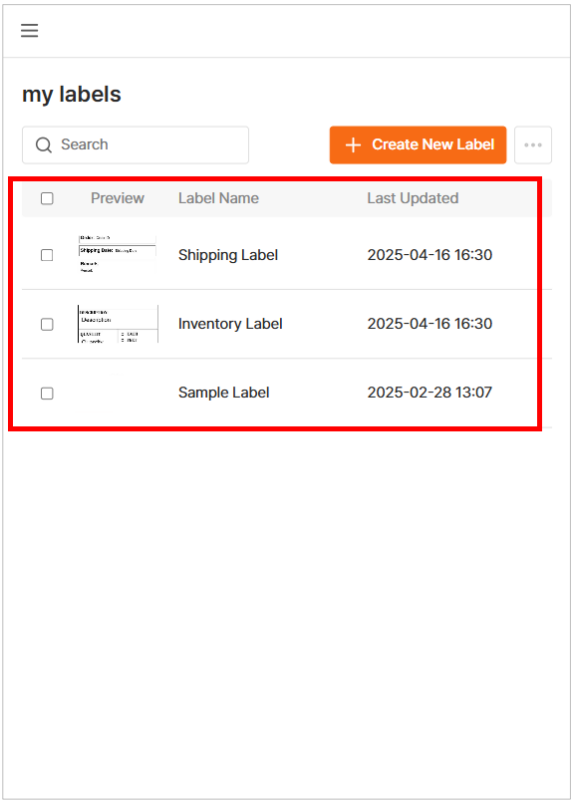


3-6 Label List

Users can view the list of labels in a selected folder.

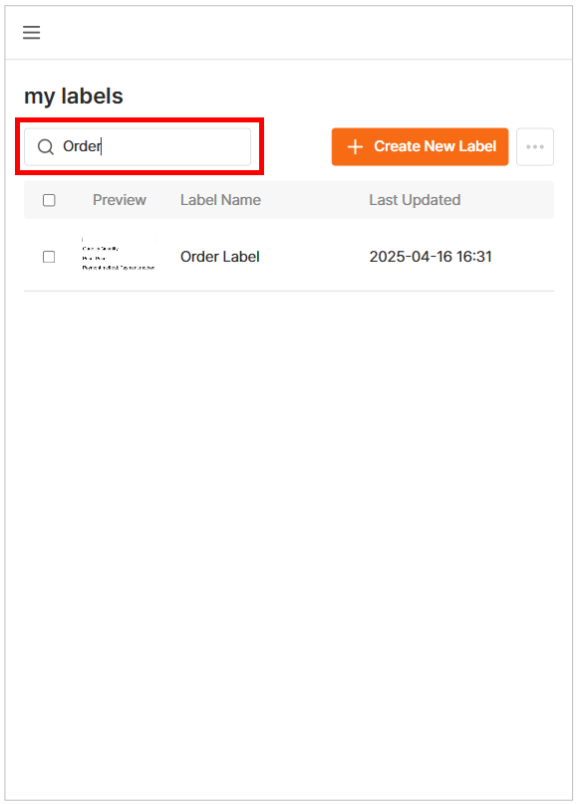
- The name of the label, preview, and date of last update can be viewed.





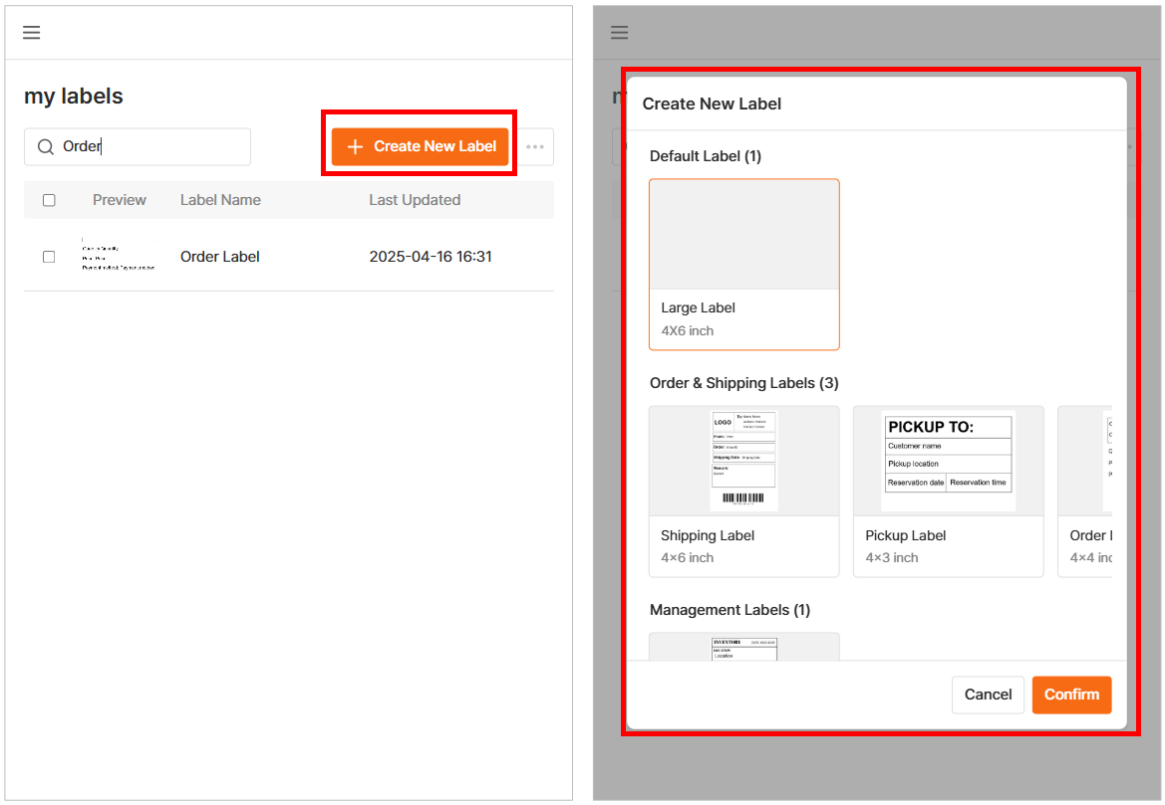
3-6-1 Searching for labels

Users can search for labels by entering the name of the label in the search box.



3-6-2 Creating a new label

Click the [+ Create New Label] button to open a list of sample label templates.

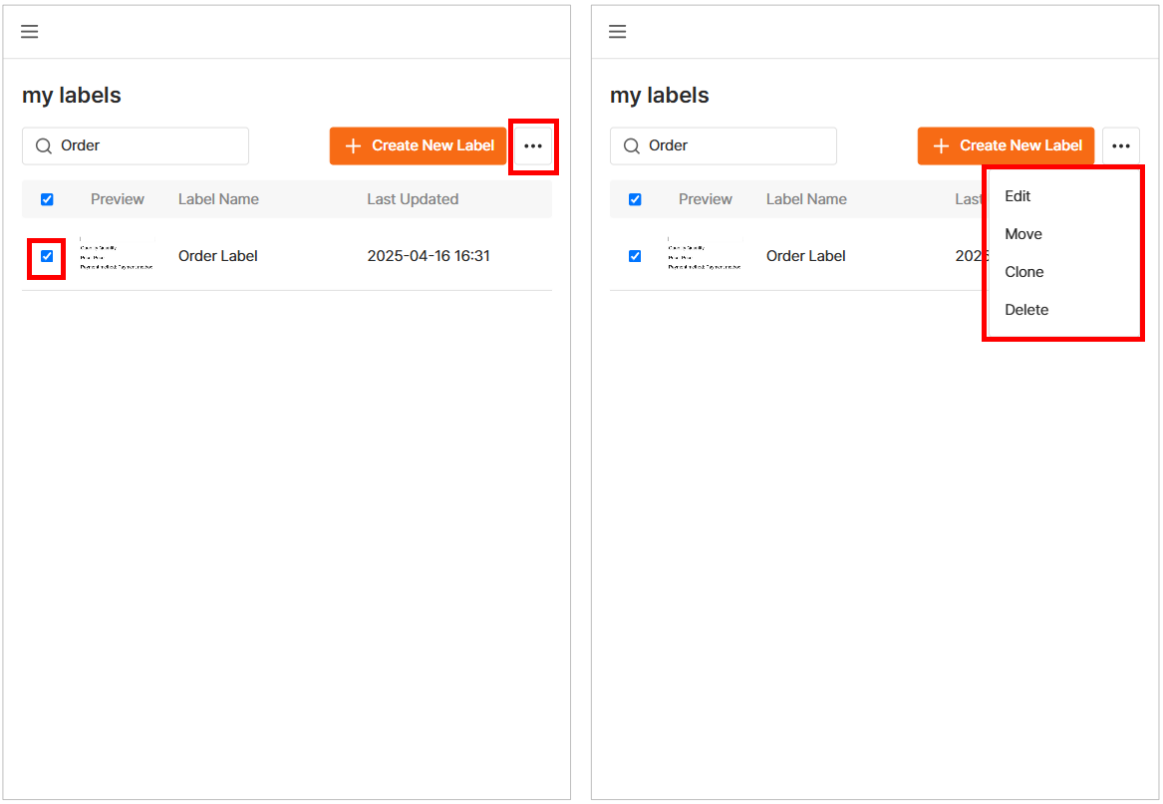


After selecting a template, click the [Confirm] button to go to the Design Page.

3-6-3 Menu

Select a checked label to access additional functions.

- Edit: Edit the selected label.
- Move: Move the selected label to another folder.
- Clone: Create a duplicate label in another folder.
- Delete: Delete the selected label.

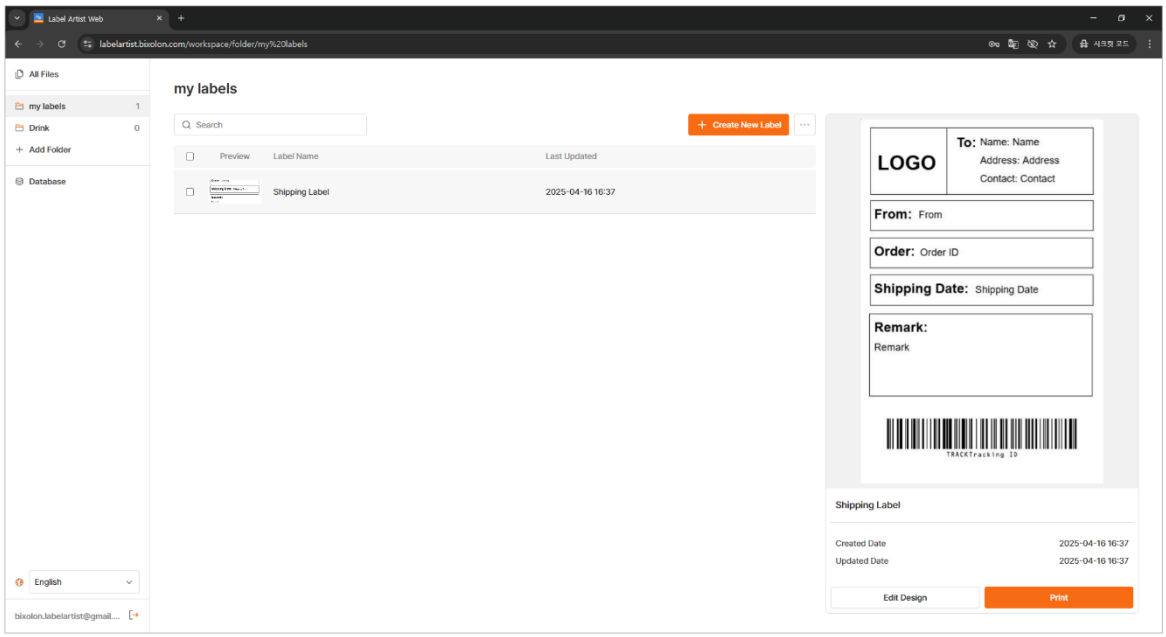


3-6-4 Label preview

Click on a label to see details through the preview window on the right.

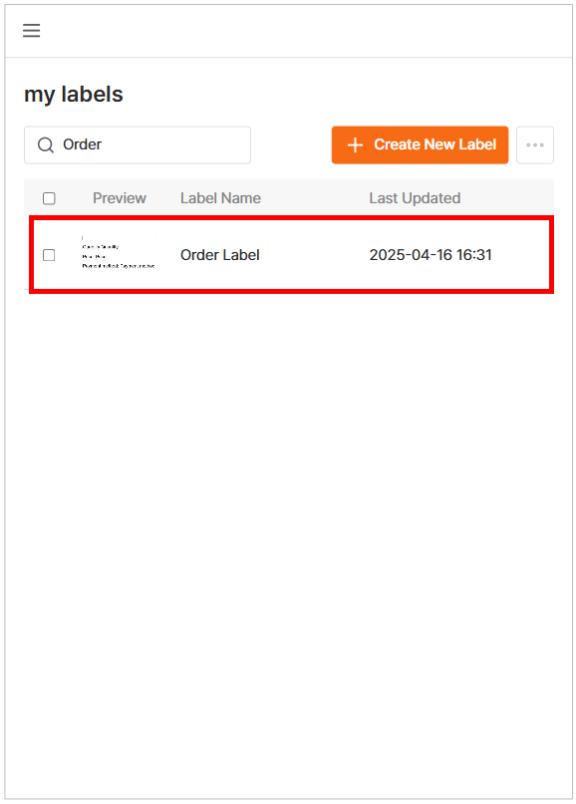
- A preview of the label is displayed.
- The creation and modified date of the label is displayed.
- Edit Design: Clicking this button will open the Design Page.

Label previews only applicable to PCs.



3-6-5 Opening the Print Label Page

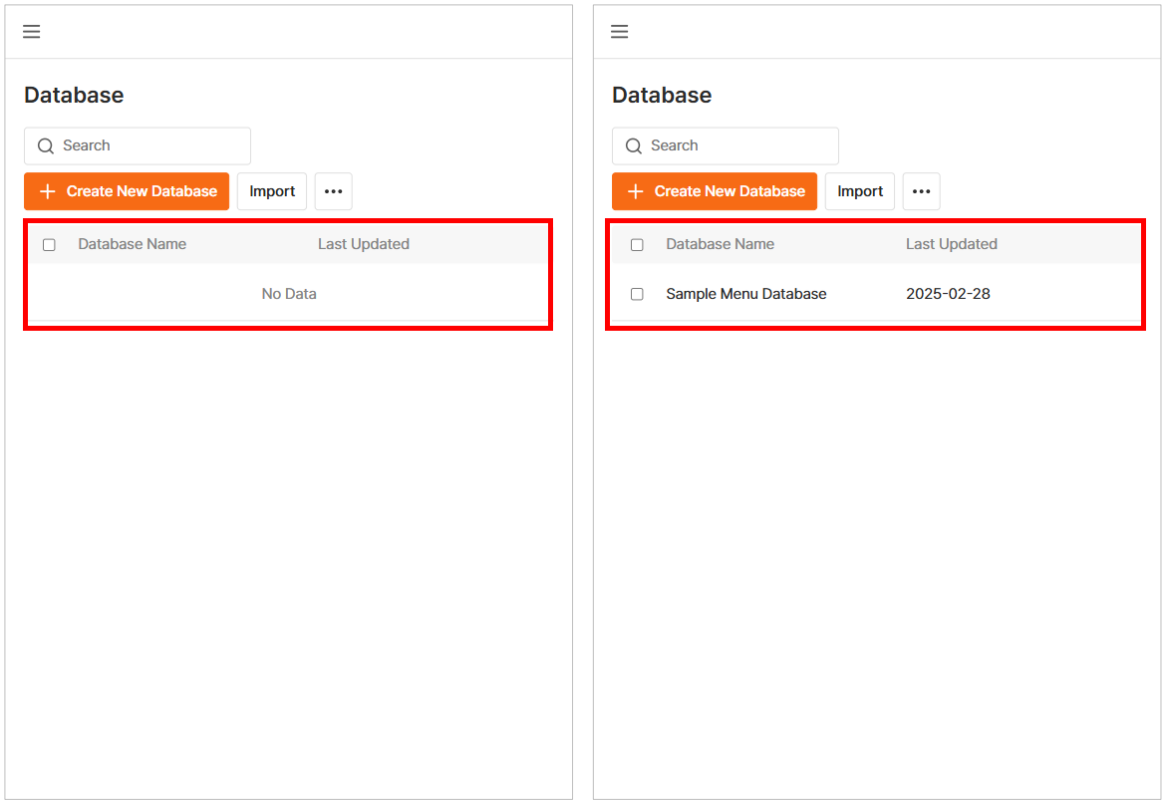
Clicking on a label will open its Print Page.



3-7 Database

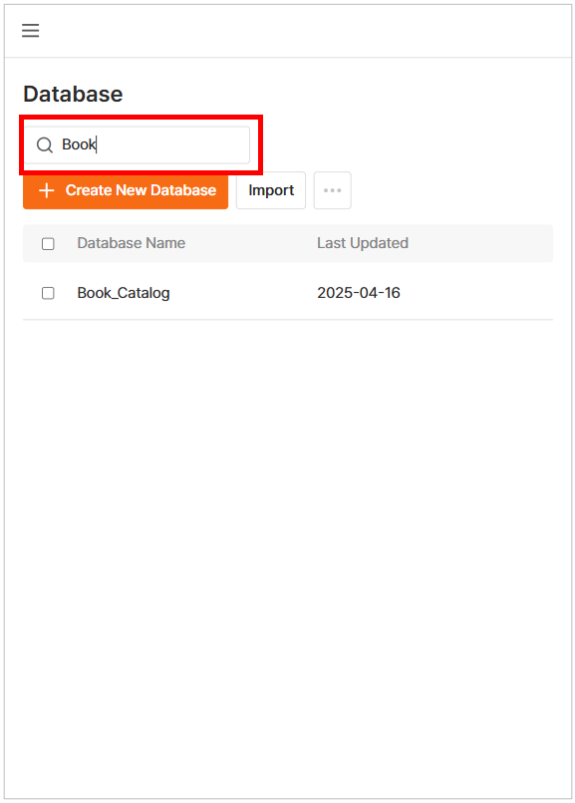
Users can browse a list of created or imported database files.

- Database name and last update date are displayed.



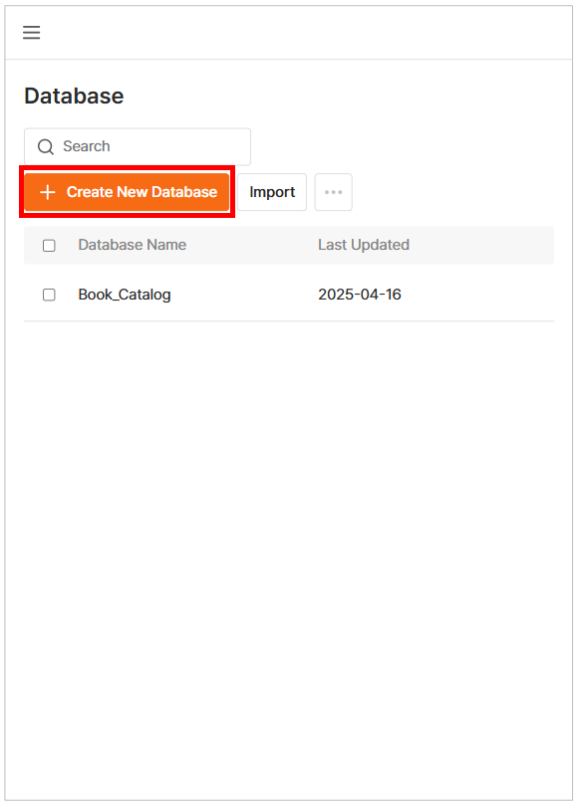
3-7-1 Searching for databases

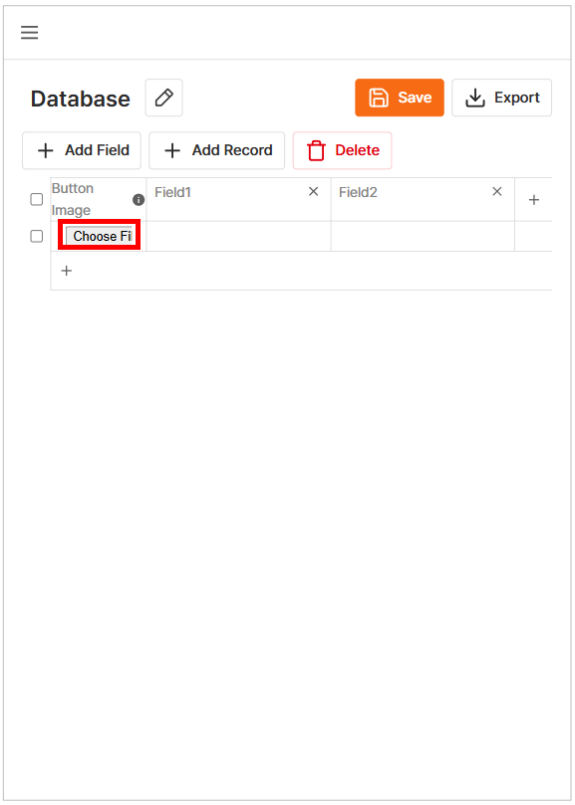
Users can search for databases by entering the name of the database in the search box.



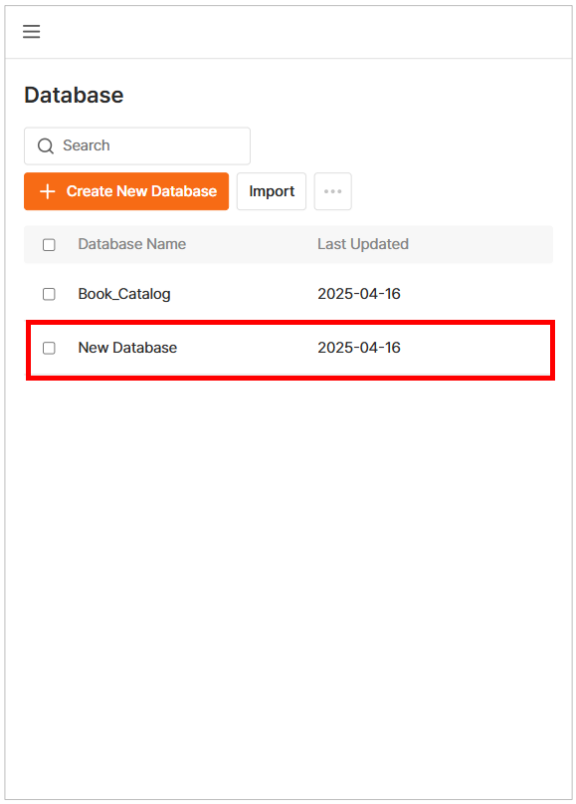
3-7-2 Creating a new database

Click the [+ Create New Database] button to go to the Create Database Page.



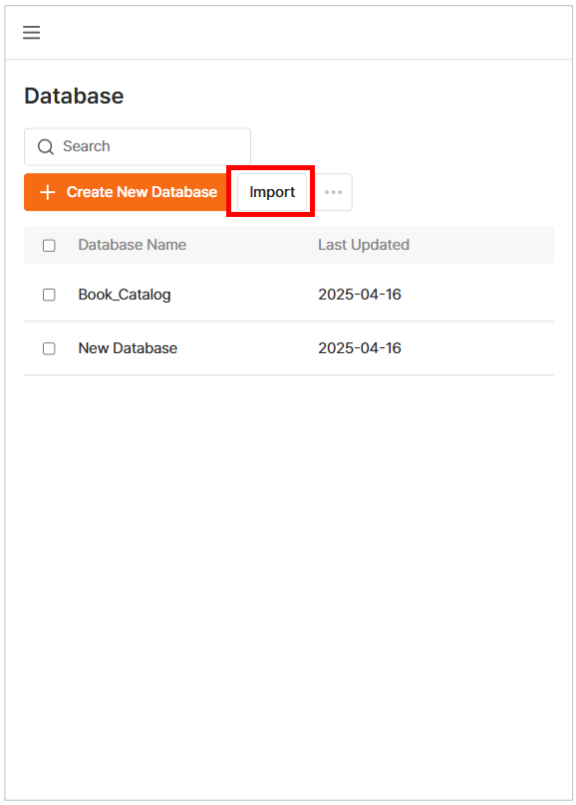


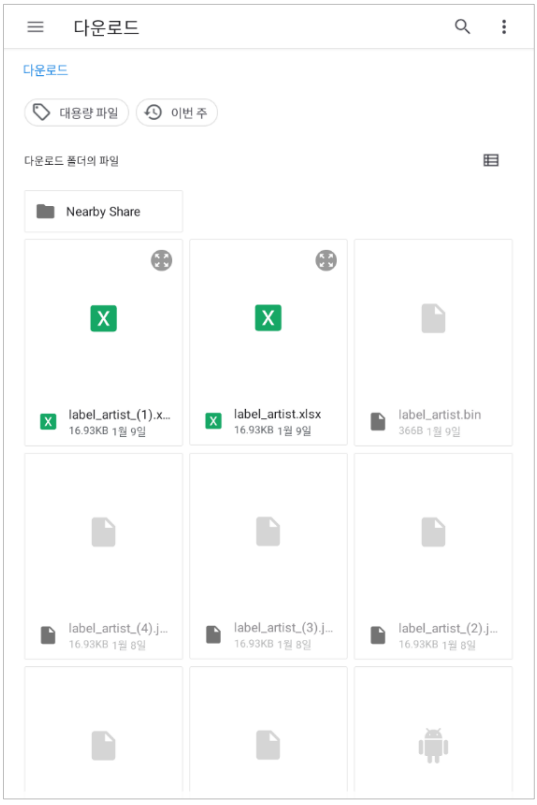
After entering data and clicking [Save], the database will be saved to the database list.



3-7-3 Importing

Click the [Import] button to import an external database file (.xlsx).

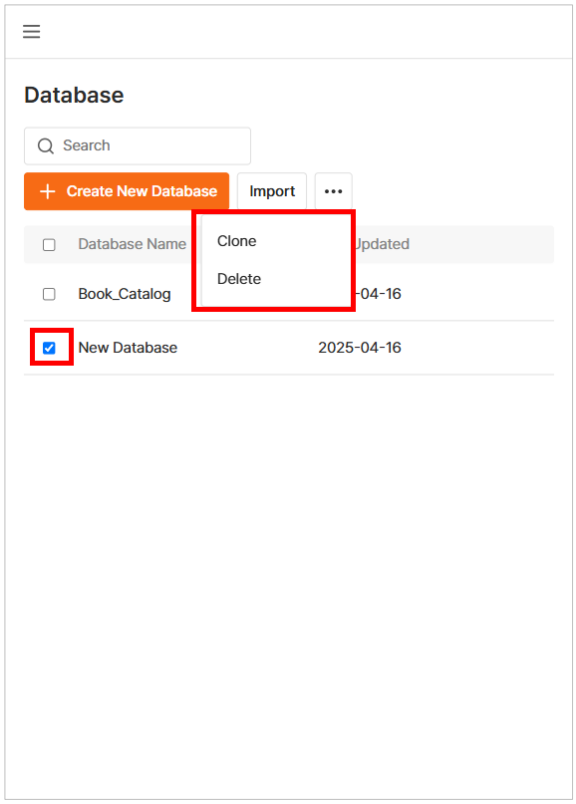




3-7-4 Menu

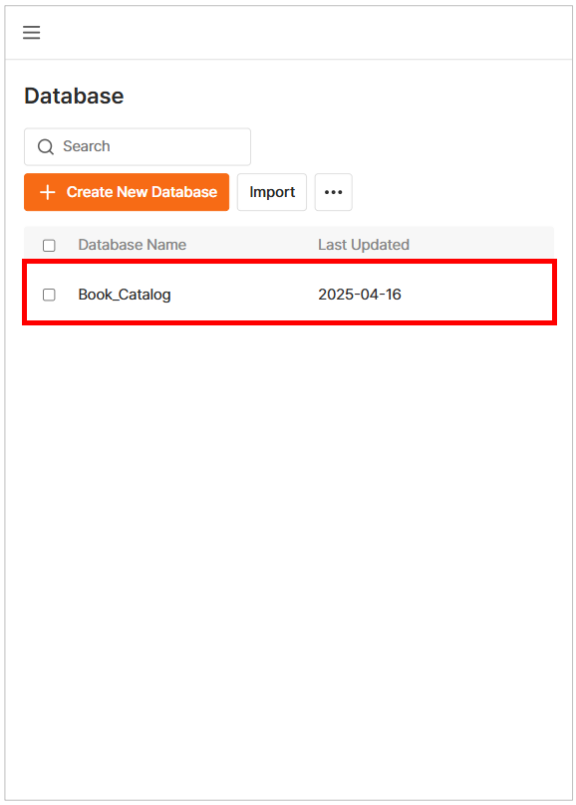
Select a checked database to access additional functions.

- Clone: Create a duplicate of the selected database.
- Delete: Delete the selected database.



3-7-5 Opening the Edit Database Page

Click on a database to go to the Edit Database Page.

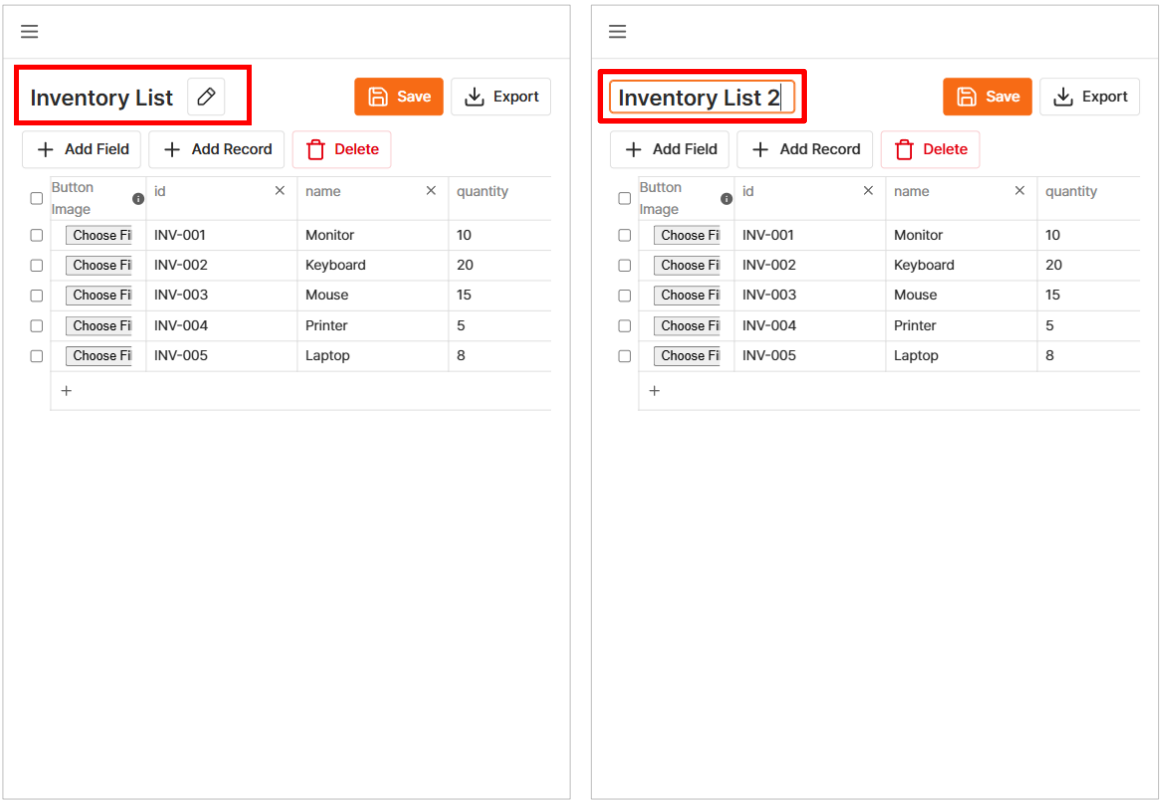


3-8 Editing Database

On the Edit Database Page, users can perform the following tasks.

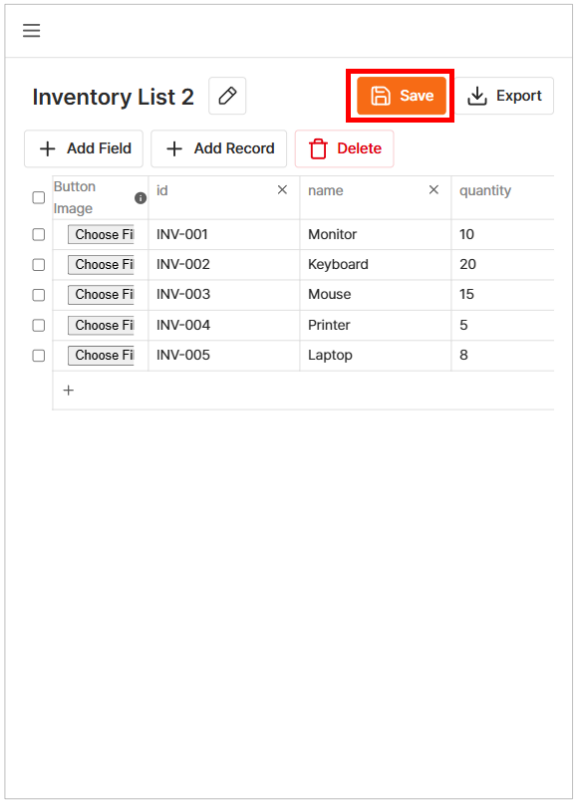
3-8-1 Changing the name of the database

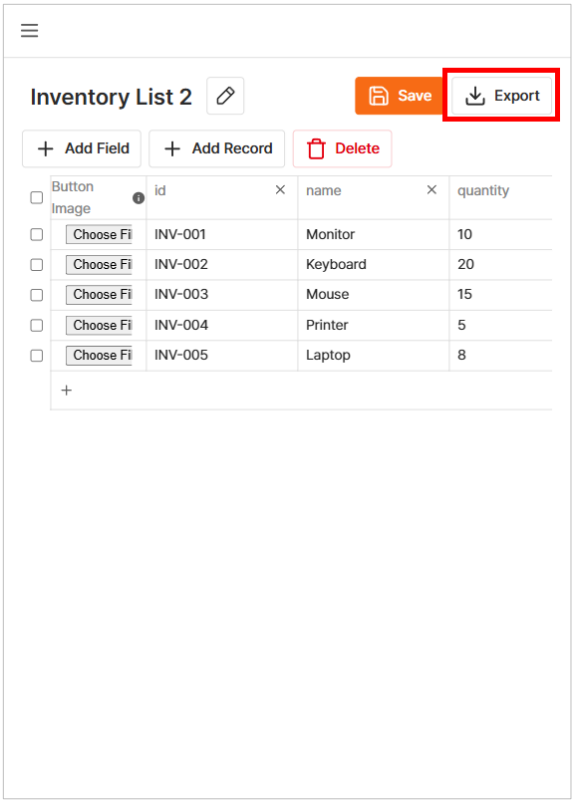
Click on the database name to rename it.



3-8-2 Saving and exporting

- Save: Save changes to the database.
- Export: Download the database file in .xlsx format.

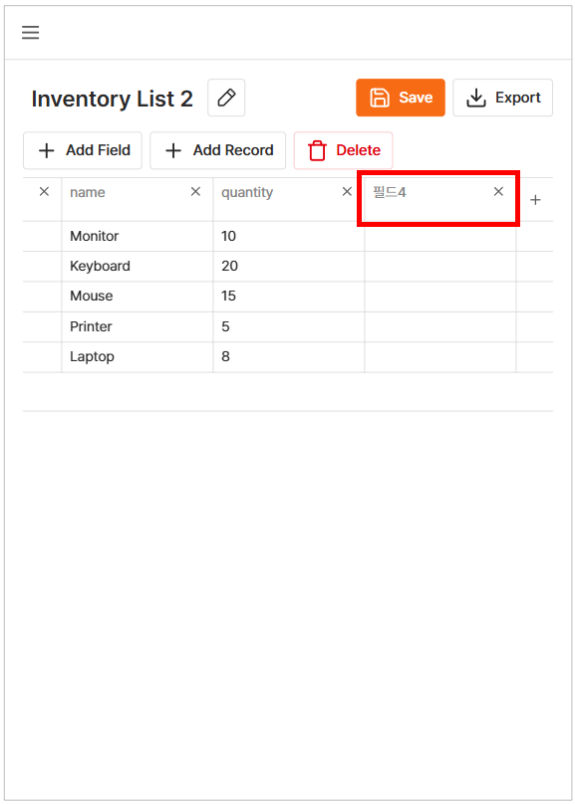


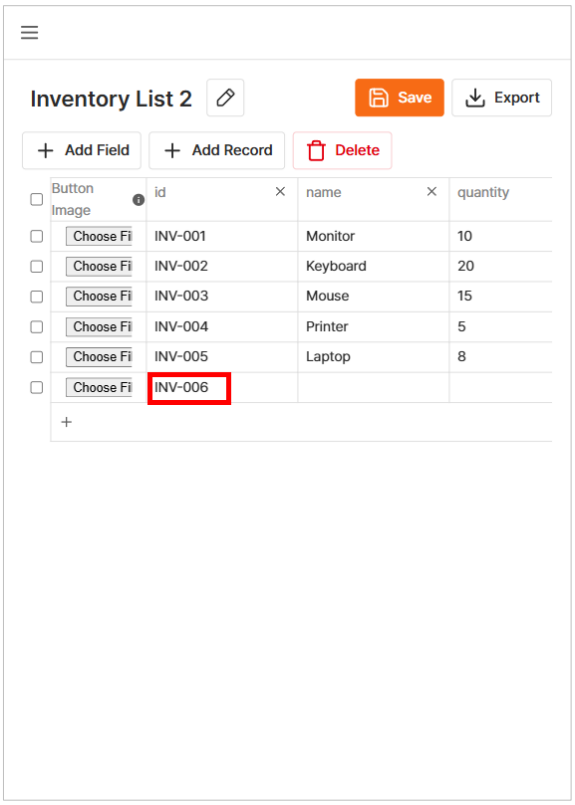


3-8-3 Editing database data

Click on a cell to enter or edit data within the table.

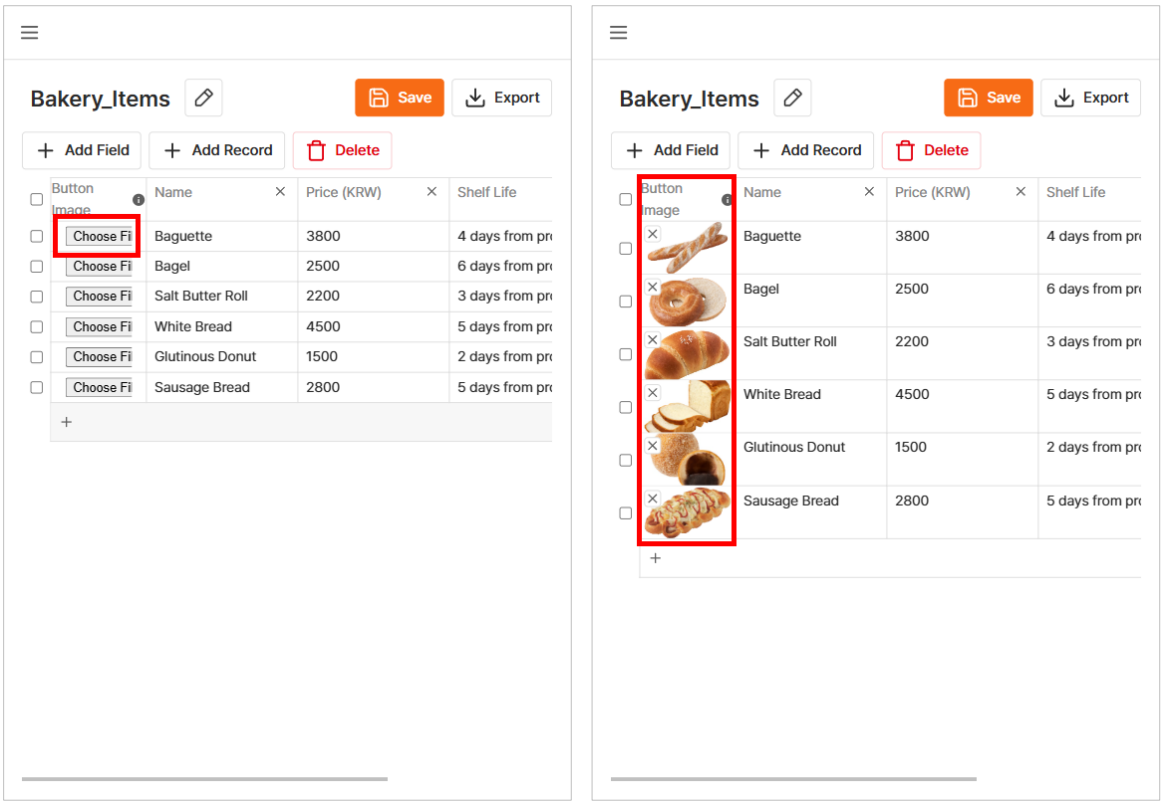
- [+ Add Field] button: Adds a new field (column).
- [+ Add Record] button: Adds a new record (row).
- [Delete] button: Deletes the selected record (row).
- [+] button: Adds a new field (column) or record (row).
- [×] button: Deletes a specific field (column).



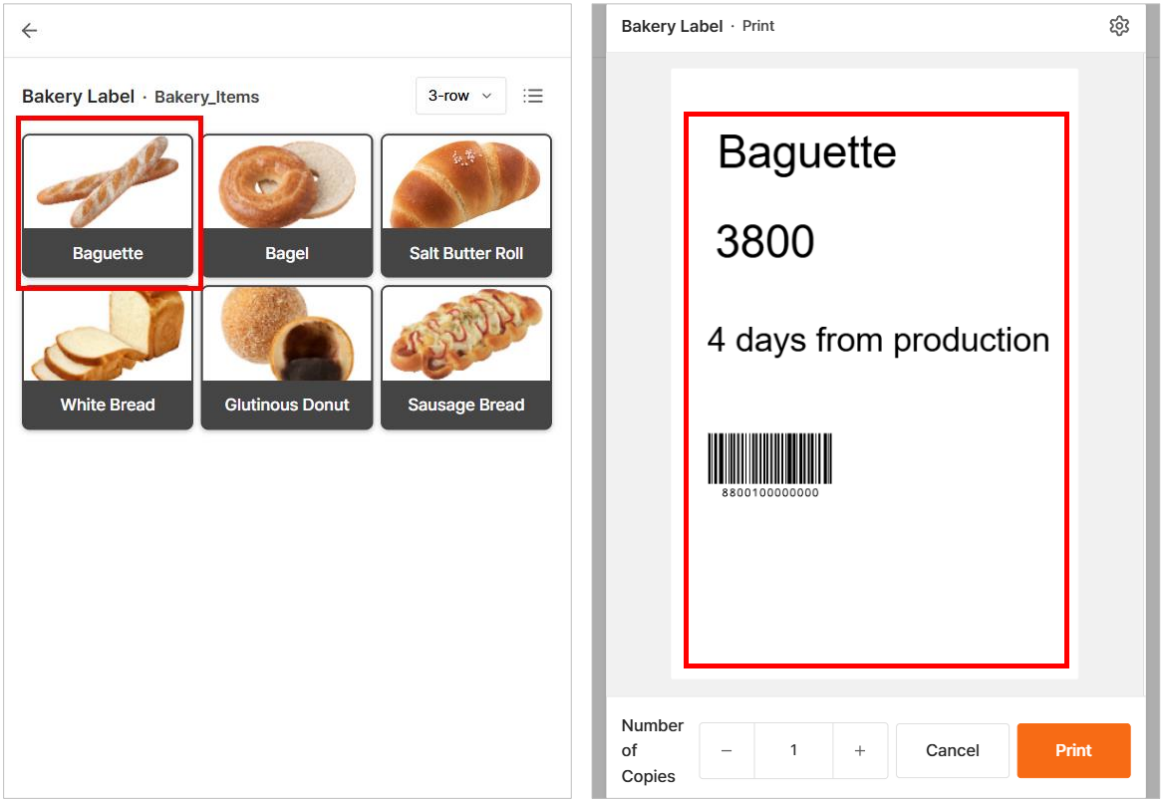


3-8-4 Adding a button image

Click the [Choose File] button to add a button image.



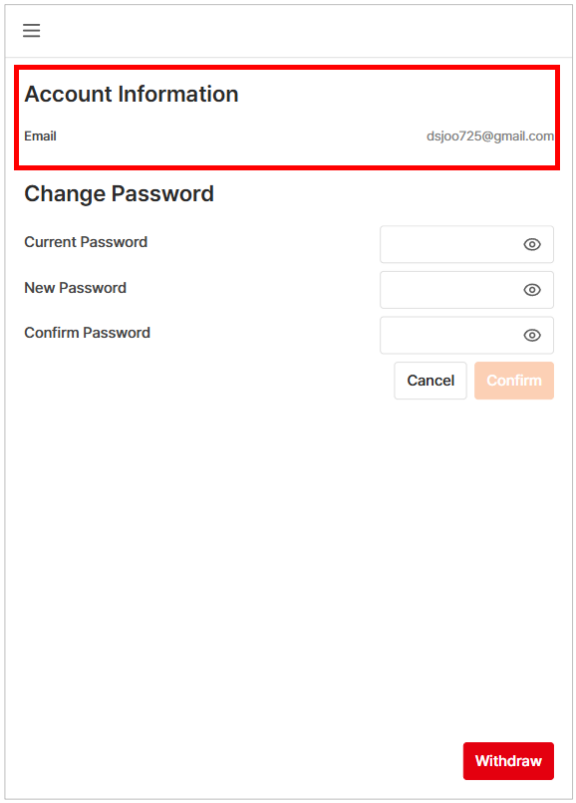
* The button image is displayed as a button when printing the database from the print screen.



3-9 User Setting

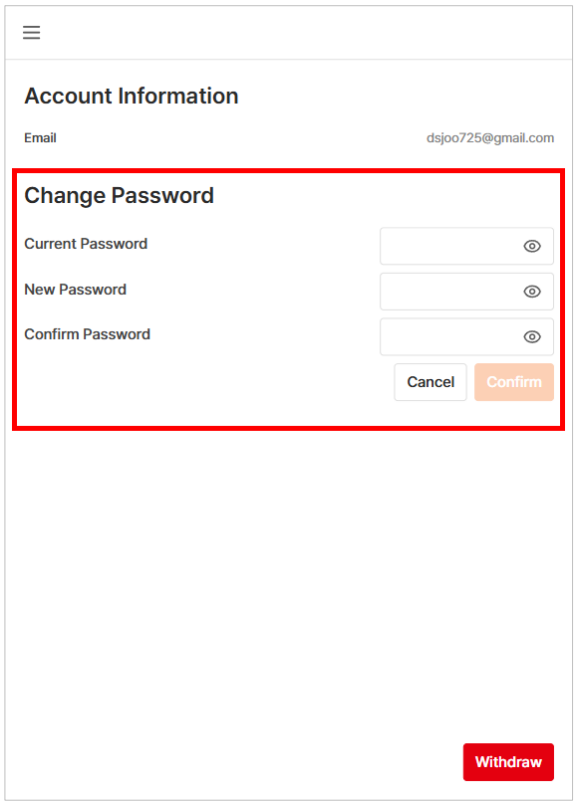
3-9-1 Account information

Users can see the currently logged-in email address.



3-9-2 Changing the password

Enter the current password, then choose and confirm the new one.

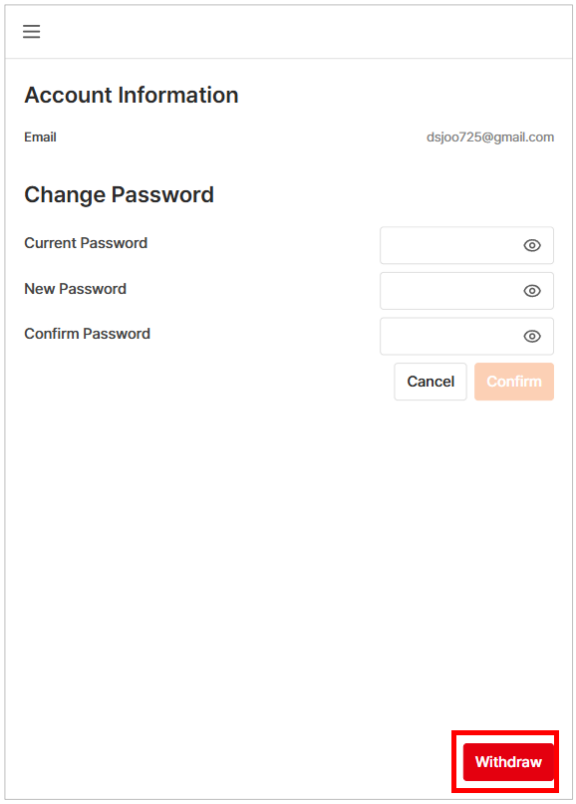


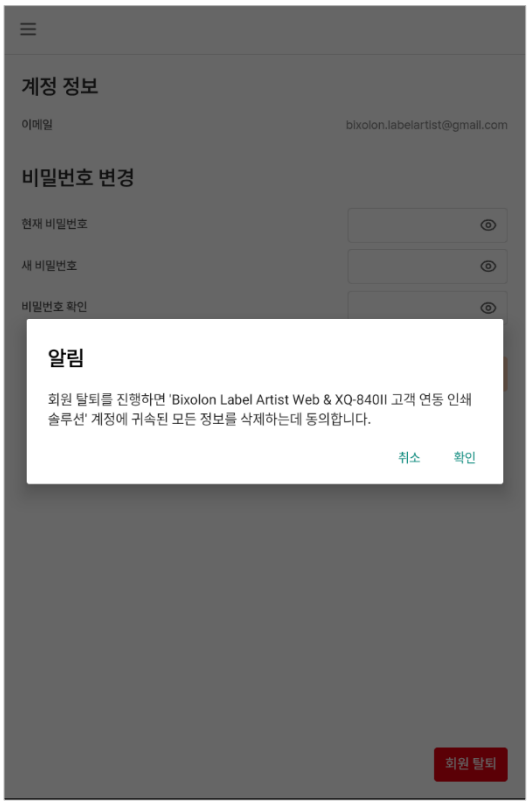
Clicking [Confirm] will update the password.

3-9-3 Withdrawing

Click the [Withdraw] button to close the account.

- Once an account is closed, all account information will be permanently deleted and cannot be recovered.





3-10 Design Page

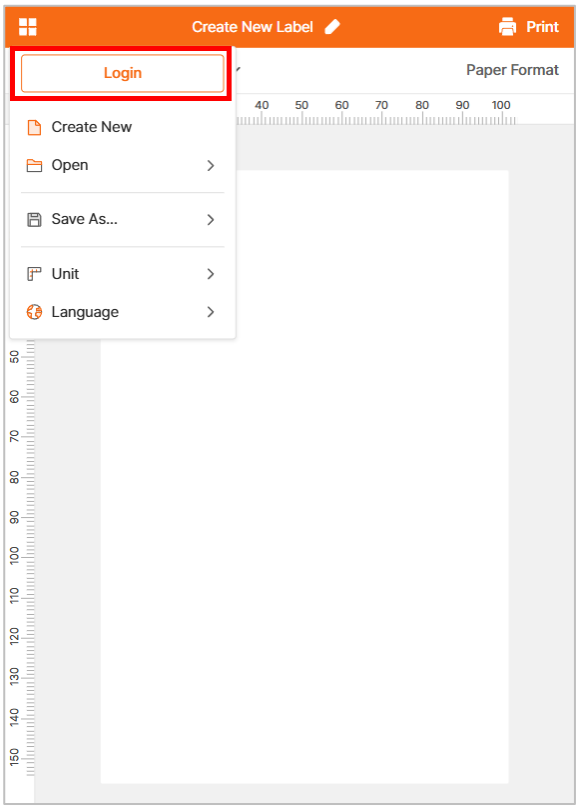
3-10-1 Design top bar

- Design menu button: Opens the menu to give access to files and additional features.
- Label name: Displays the current label name, which can be edited after clicking it.
- Print button: Opens the print window to print the label.

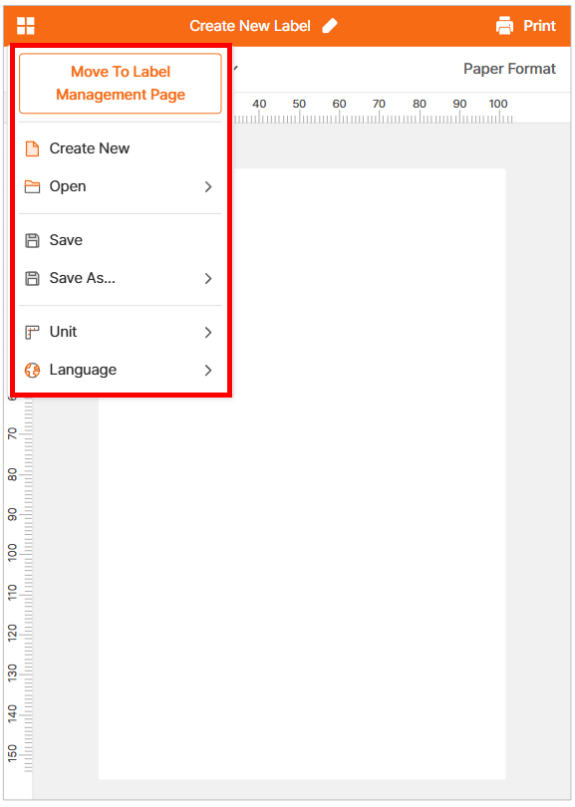


3-10-2 Design menu

- Login status:
  - If not logged in: The [Login] button will appear. Clicking the button will open the Login Page.
  - If logged in: The [Move to Label Management Page] button will appear. Clicking the button will open the Label Management Page.
- Create New: Opens the New Design Page to start a new label project.
- Open: Enables the loading of an existing label design file saved locally, on Google Drive, or on Dropbox.
- Save: Saves the current label design file.
- Save As: Saves the current label design file locally, on Google Drive, or Dropbox.
- Unit: Enables the ability to change measurements between imperial and metric.
- Language: Sets the language of the interface to either Korean or English.



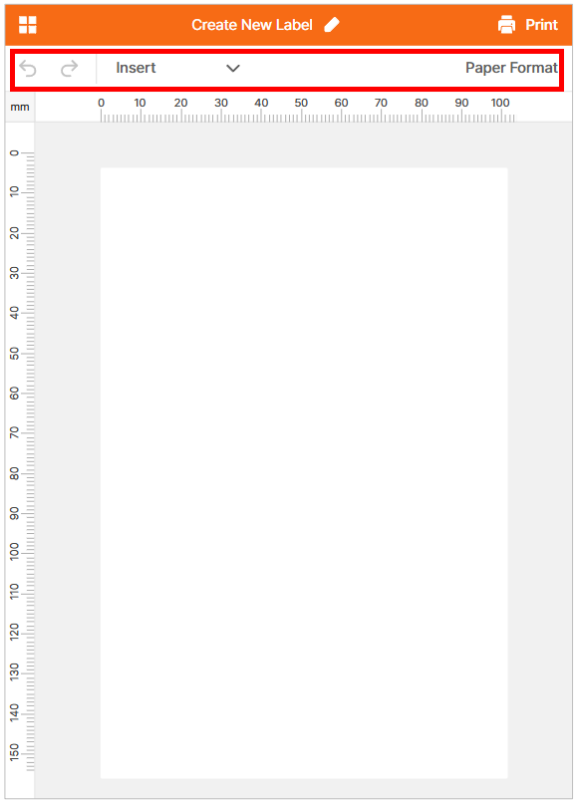
<Before logging in>



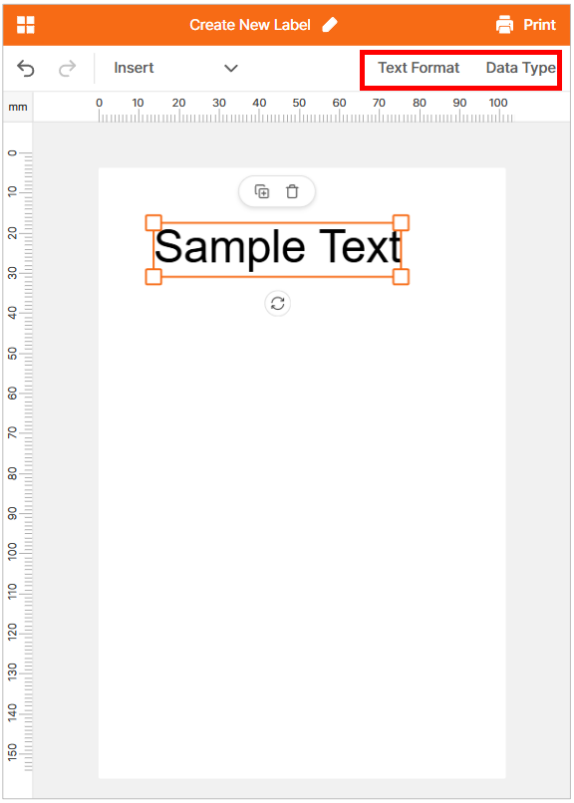
<After logging in>

3-10-3 Design toolbar

- Undo/Redo buttons: Undoes/Redoes action.
- Insert menu: Provides option to insert items such as shapes, text, barcodes, and images.
- Paper Format: Sets the paper size and format of the current file.
- Format menu: A format menu appears depending on the items selected in the insert menu.
    - Styles and properties for specific items can be modified.



<Design toolbar>

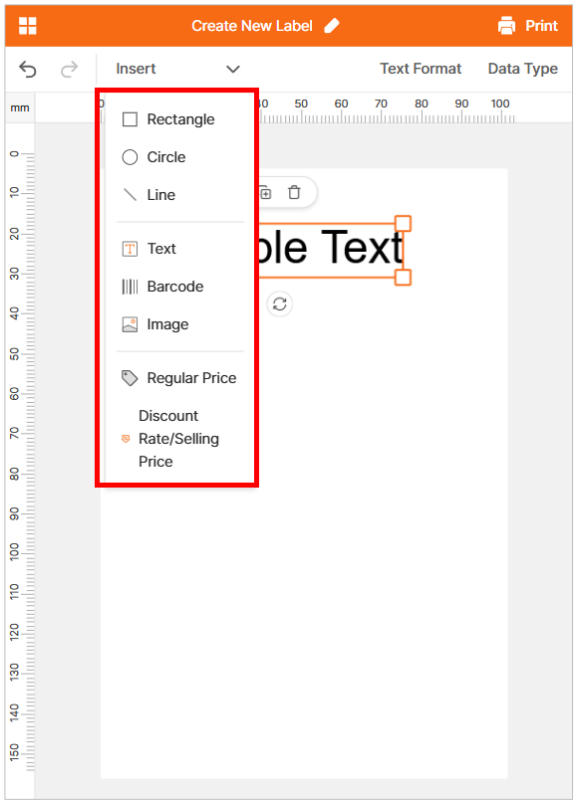


<Format menu>

3-10-3 Inserting design objects

Add design objects to the label.

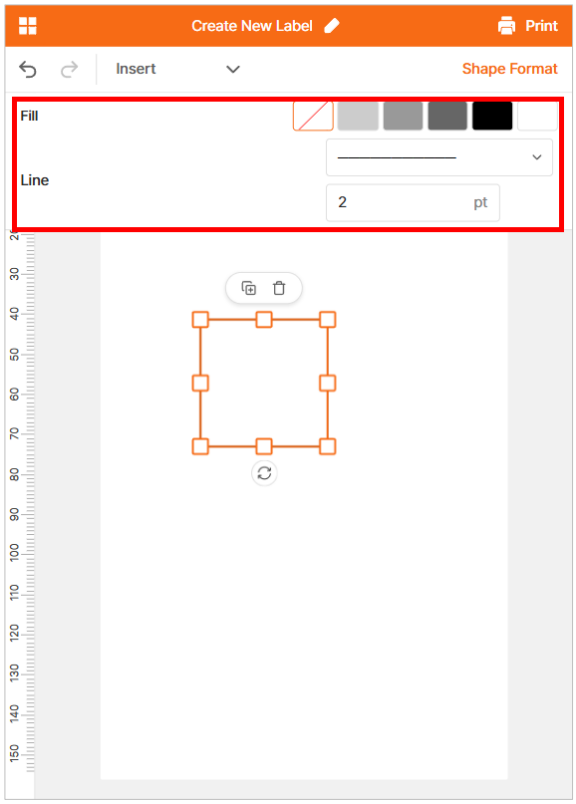
Design Object	설명
Rectangle	Adds a rectangle
Circle	Adds a circle
Line	Adds a line
Text	Adds a text
Barcode	Adds a barcode
Image	Uploads and adds an image
Regular Price	Adds a regular price as a basis for discount rate/selling price
Discount Rate/Selling Price	Adds a discount or changes the selling price

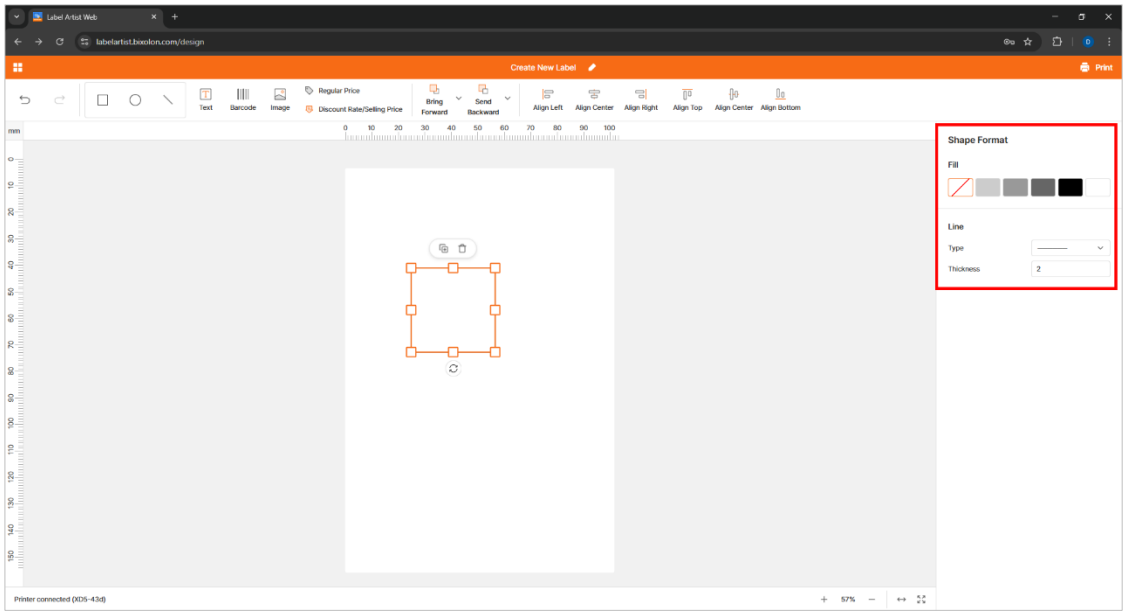


3-10-4 Shape format

Use the Shape Format menu to modify the selected shape.

- Fill: Sets the color inside the shape or applies transparency.
- Line: Modifies the style and thickness of the shape's outer lines.

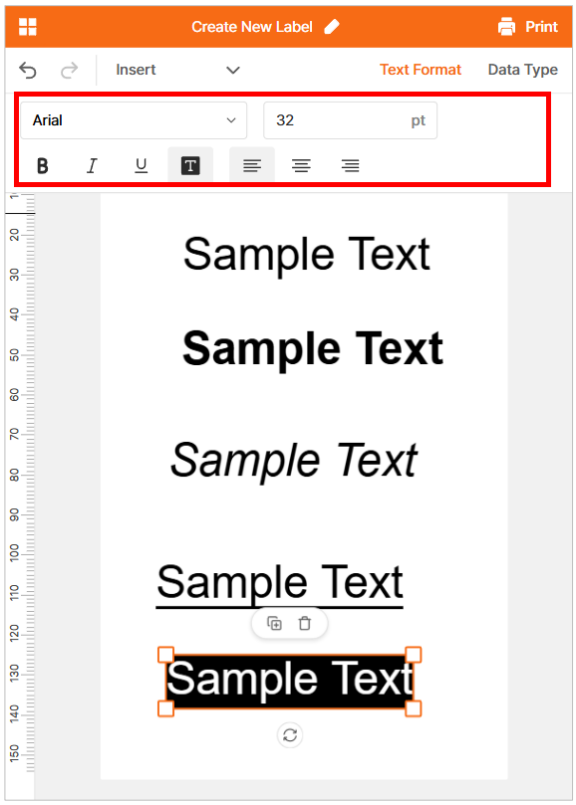




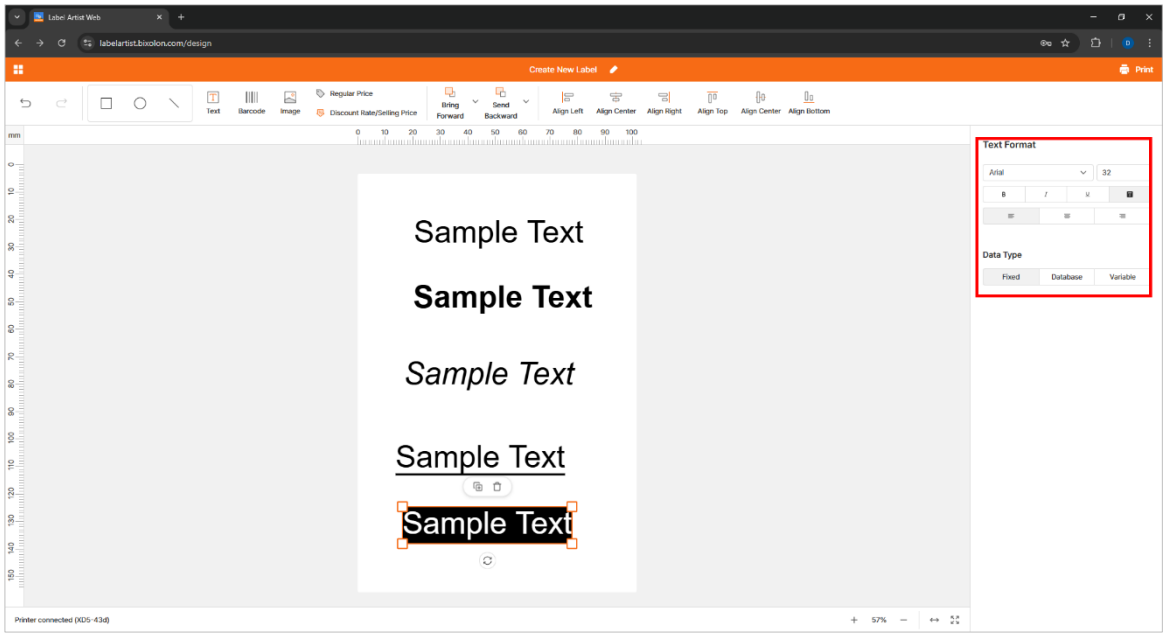
3-10-5 Text format

Users can change the selected text's style and alignment through the Text Format menu.

- Font: Select the text font and size.
- Style: Format text as bold (**B**), italics (*I*), underlined (U), or with background color (T).
- Alignment: Align text to the left, center, or right.



<XQ-840II>



<PC>

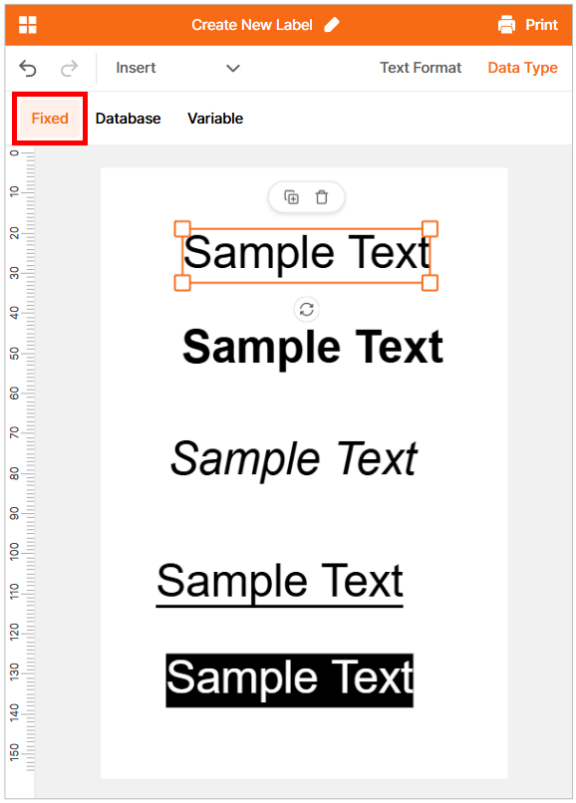
3-10-6 Data type of text

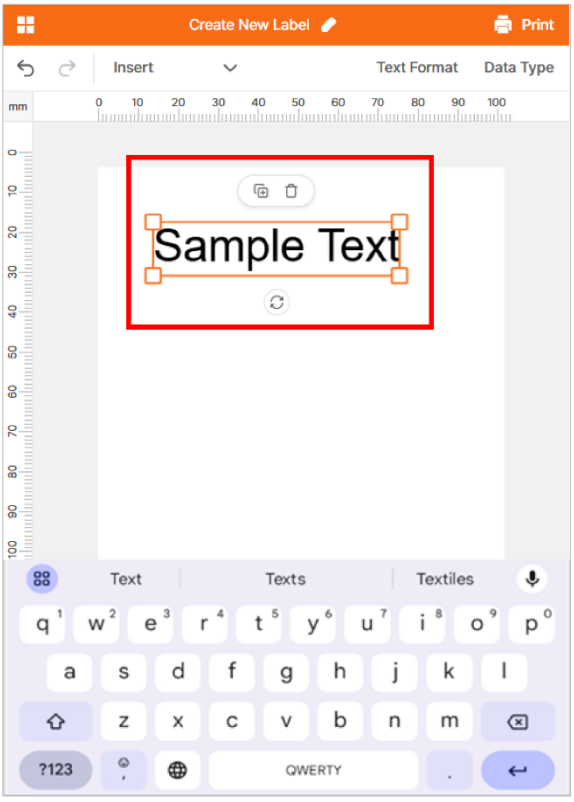
Users can modify the data type of the selected text through the Data Type menu.

<table>
<tr><th colspan="3">Type</th><th>Entered Value</th></tr>
<tr><td colspan="3">Fixed</td><td>Print using entered values</td></tr>
<tr><td colspan="3">Database</td><td>Print using linked database’s field values</td></tr>
<tr><td rowspan="6">Variable</td><td colspan="2">Auto Increment</td><td>Automatically increase values based on the page</td></tr>
<tr><td colspan="2">Current Date</td><td>Automatically print the date at the time of printing</td></tr>
<tr><td colspan="2">Current Time</td><td>Automatically print the time at the time of printing</td></tr>
<tr><td rowspan="4">Input Variables</td><td>Letters</td><td>Print values entered by the user at the time of printing</td></tr>
<tr><td>Numbers</td><td>Enter number and print</td></tr>
<tr><td>Date</td><td>Enter date and print</td></tr>
<tr><td>Time</td><td>Enter time and print</td></tr>
</table>

3-10-6-1 Fixed

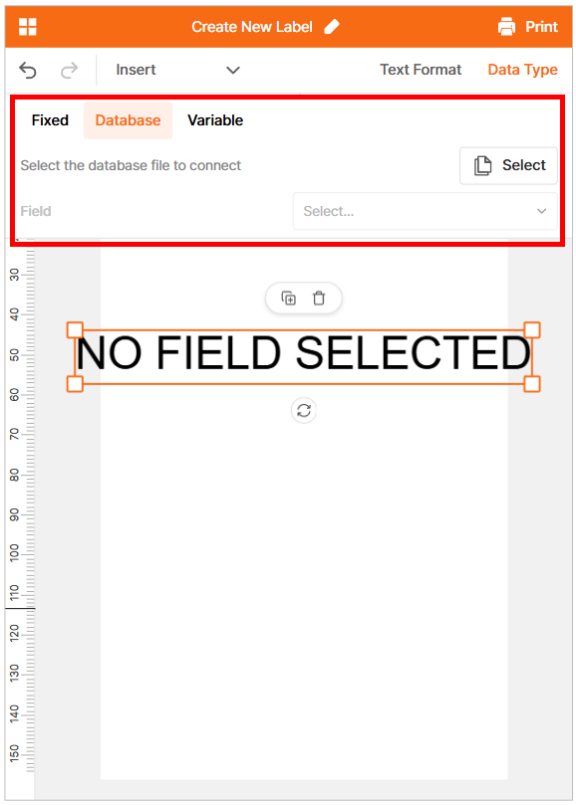
Entered as a fixed text and printed as such.
Users can edit text by clicking on it.

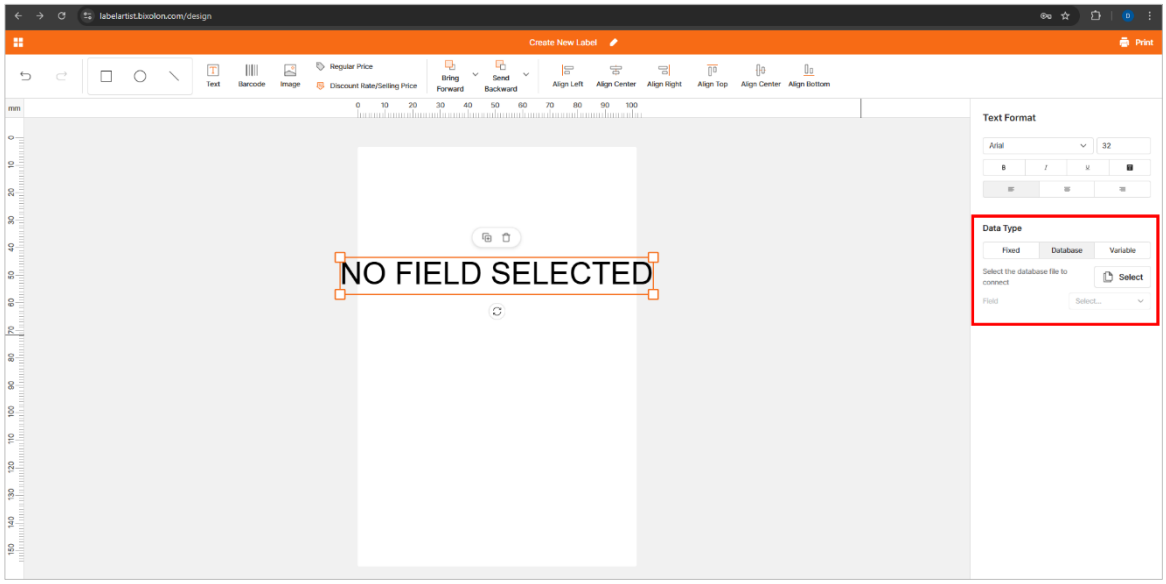




3-10-6-2 Database

Users can print selected field values from a connected database.

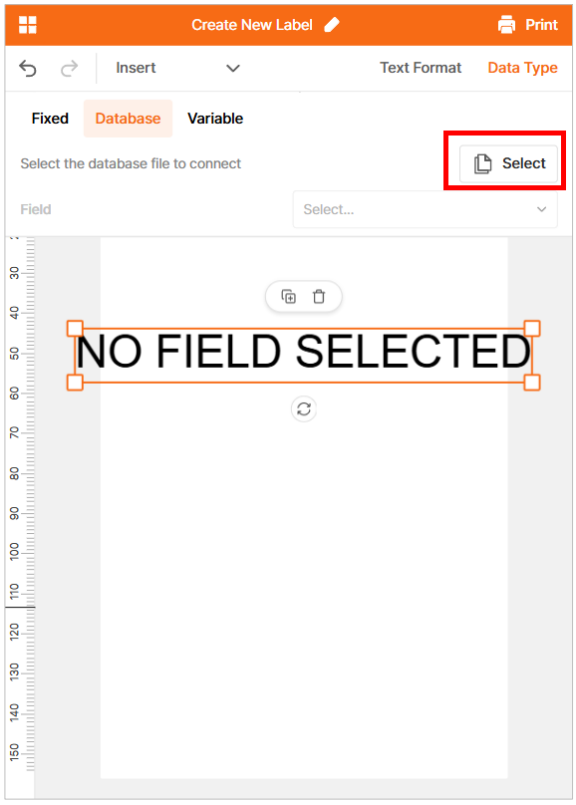


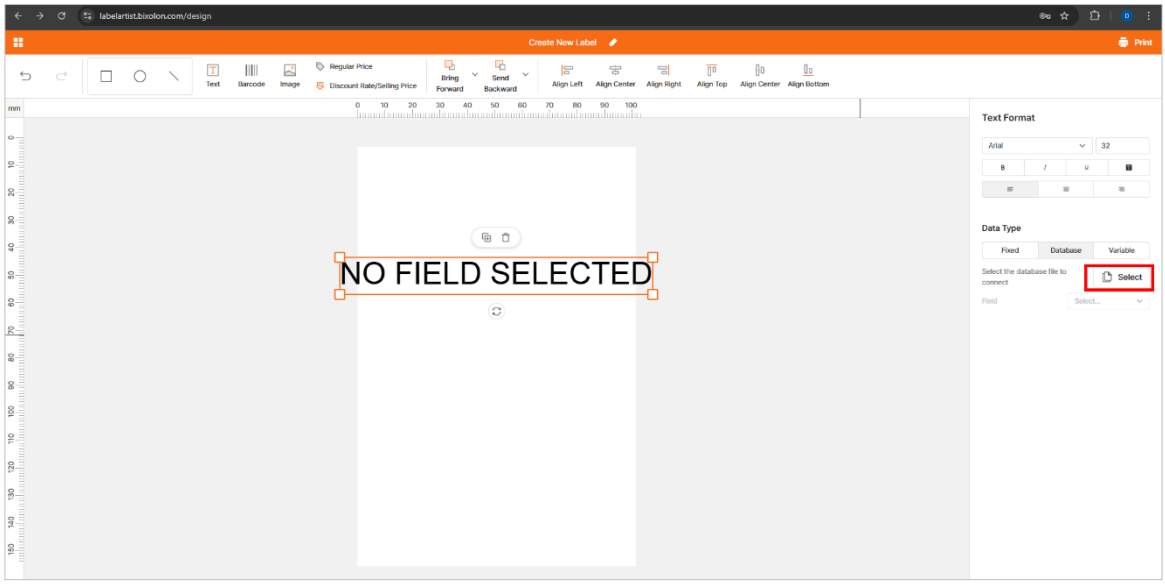


The following are instructions for connecting to a database and setting its fields.

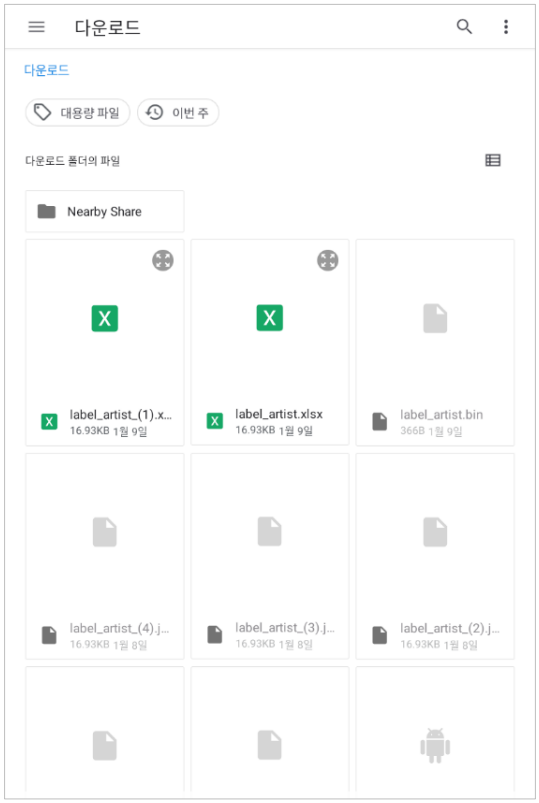
1. Select a database

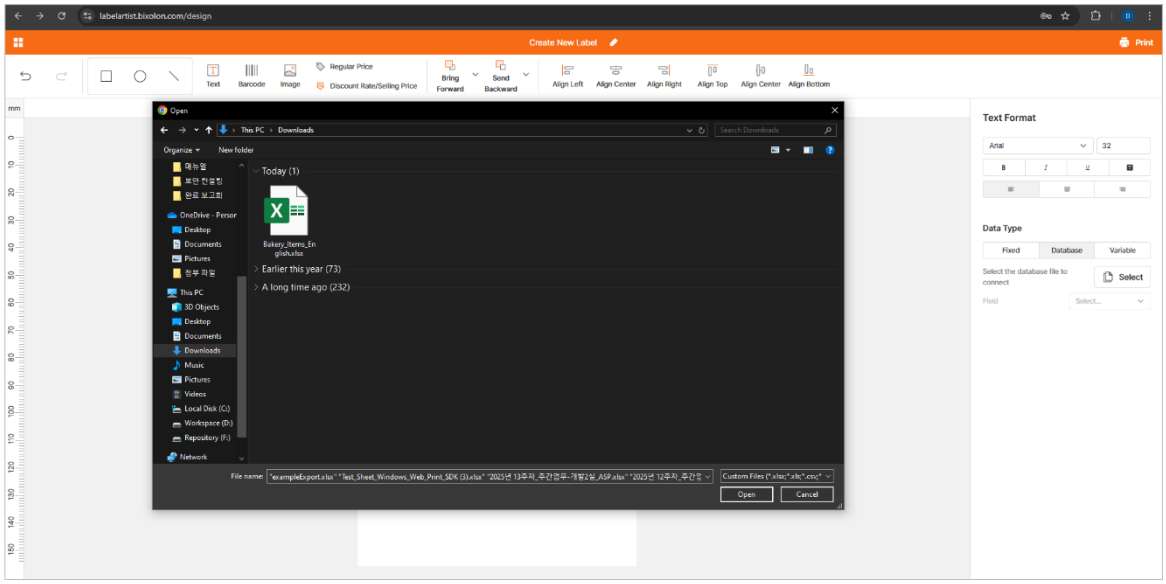
Click on the [Select] button to connect to a database file.



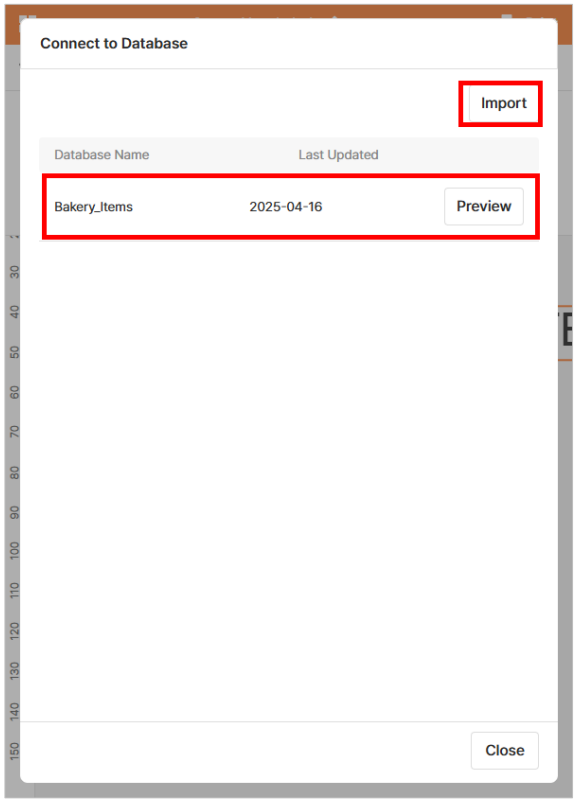


2. Connect to a database
   - If not logged in: Import a database file locally.

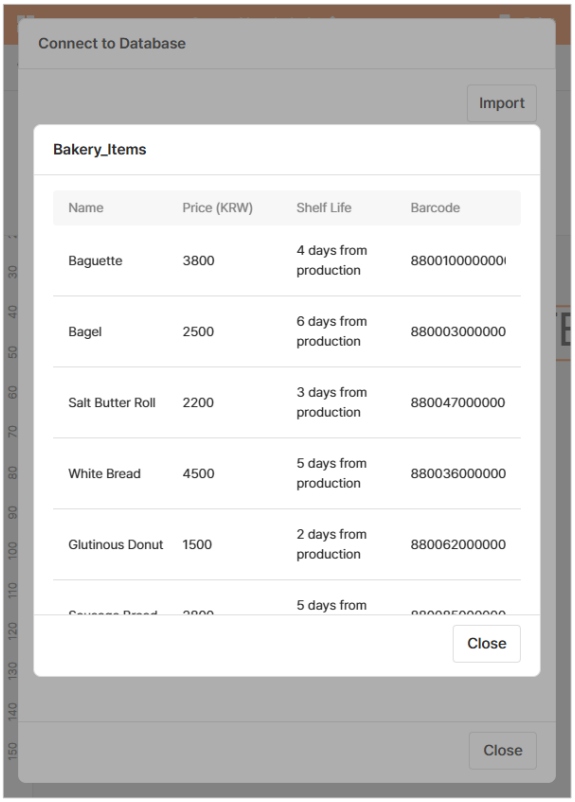




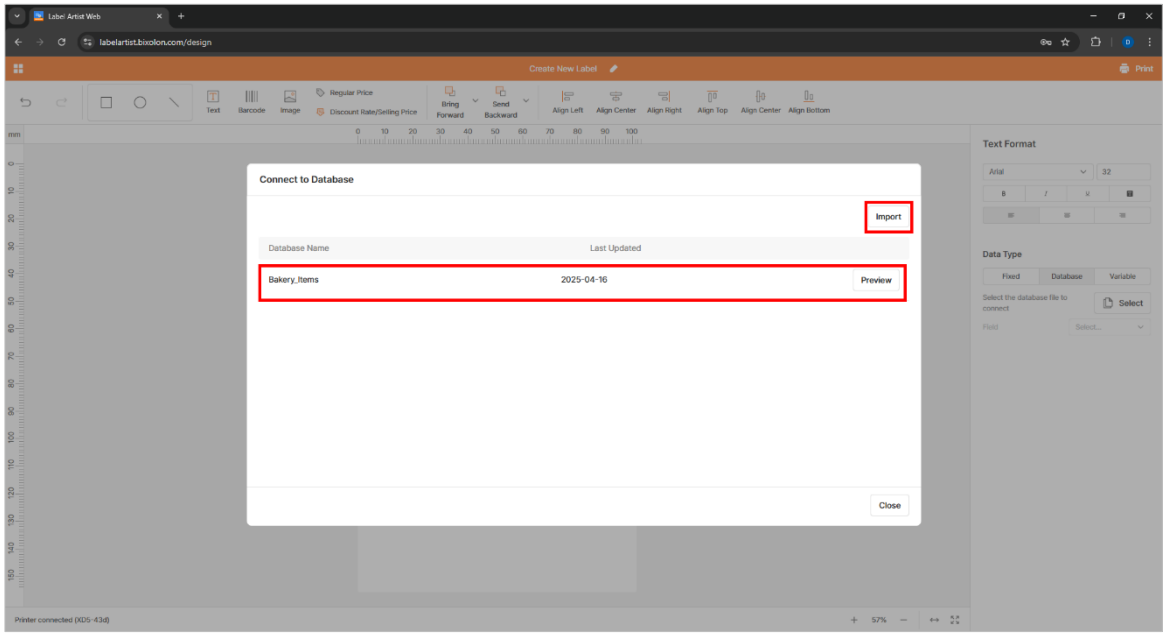
- If logged in: Import a previously saved database file from a server or click on the [Import] button to import a file locally. Click on the [Preview] button to view the details on the database.



<XQ-840II – List of imported database files>



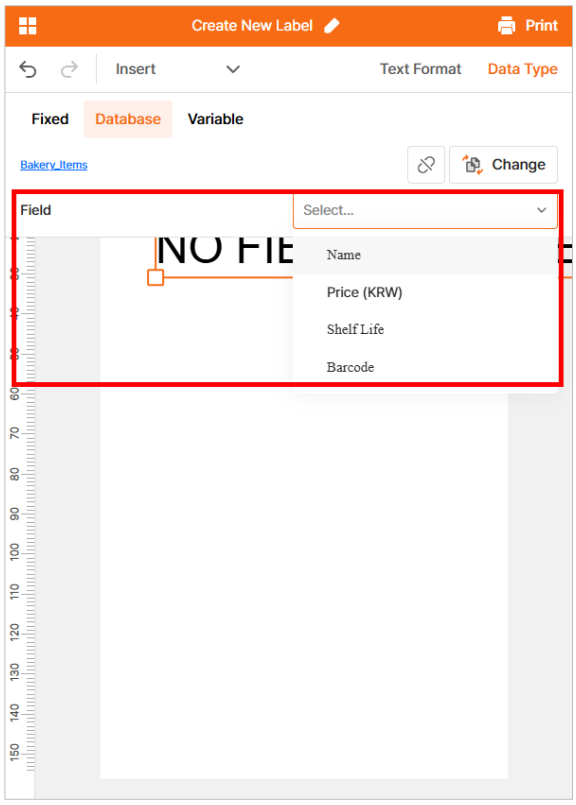
<XQ-840II – Database preview>



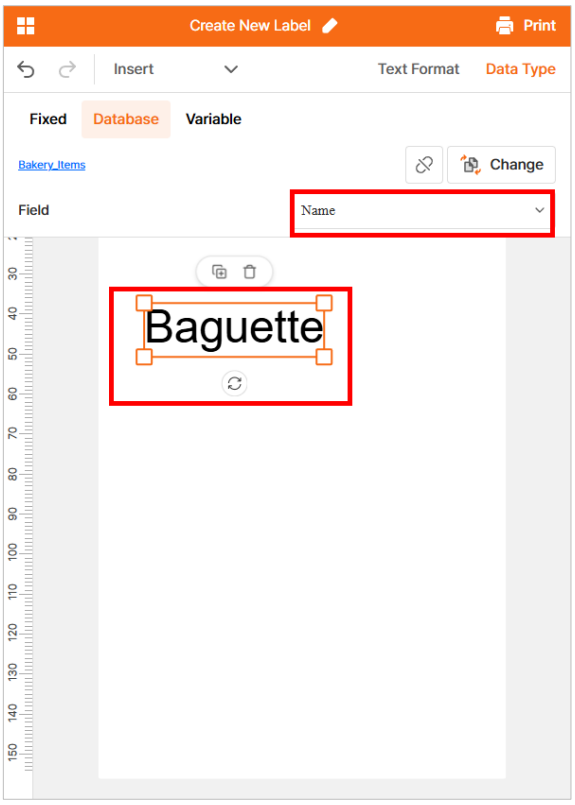
<PC – List of imported database files>

3. Select a database field

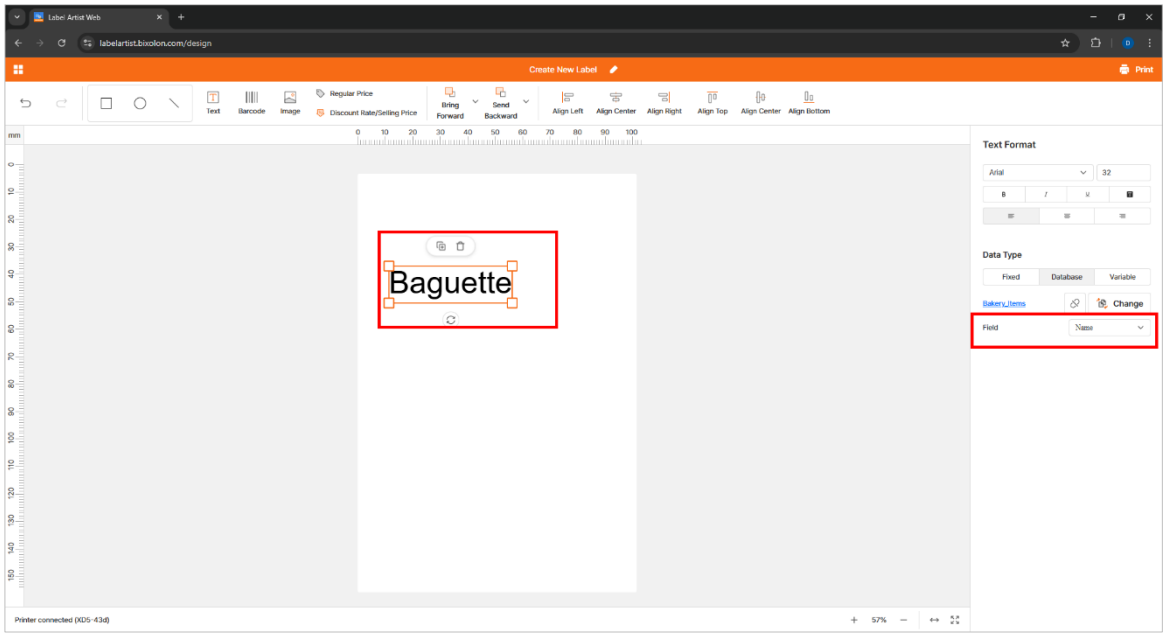
Select the values to print from the fields of the connected database.



<XQ-840II – Before selecting a field>



<XQ-840II – After selecting a field>



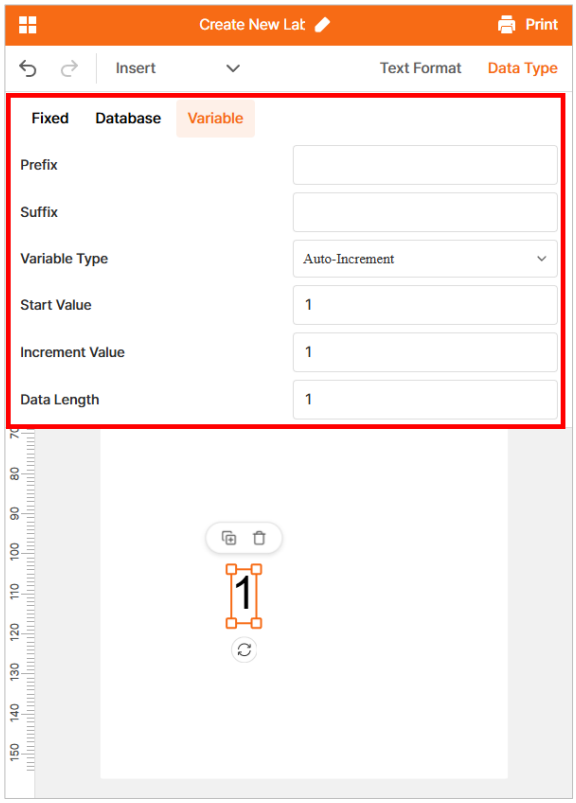
<PC – Field selection complete>

3-10-6-3 Auto-Increment

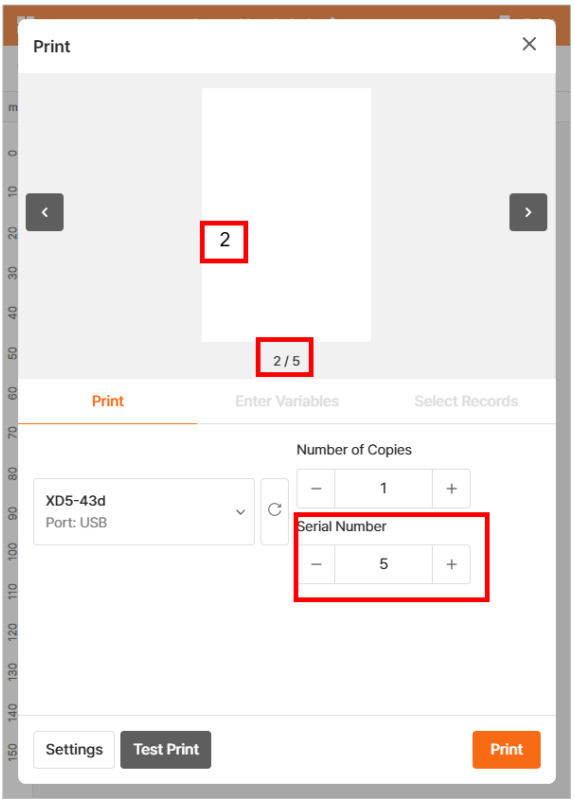
Users can set the values for automatic incrementation per page.

- Prefix: Enter a fixed text that appears before the increment value.
- Suffix: Enter a fixed text that appears after the increment value.
- Start Value: Set the start value for incrementation. (Default value: 1)
- Increment Value: Set the value to be increased per page. (Default value: 1)
- Data Length: Set the minimum length of the output value.

Auto-Increment can be previewed in the Printing Page.



<Auto-Increment setting>

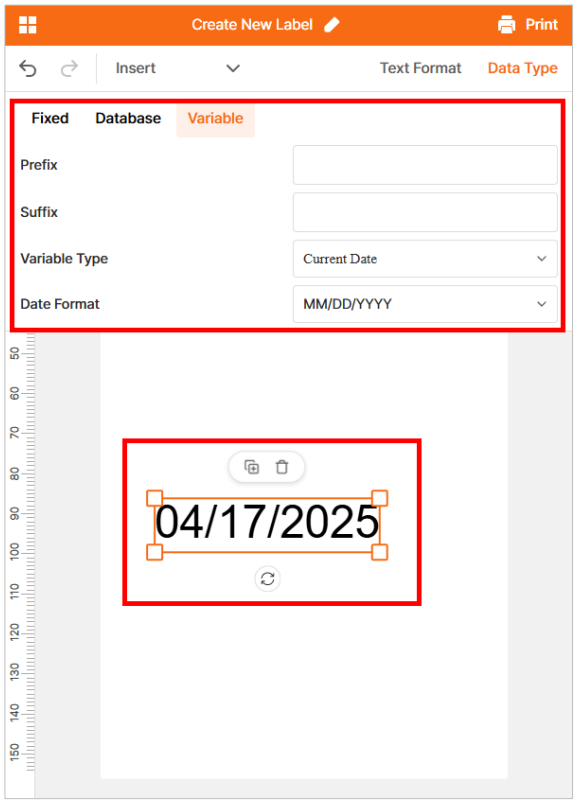


<Print Page when Auto-Increment is set>

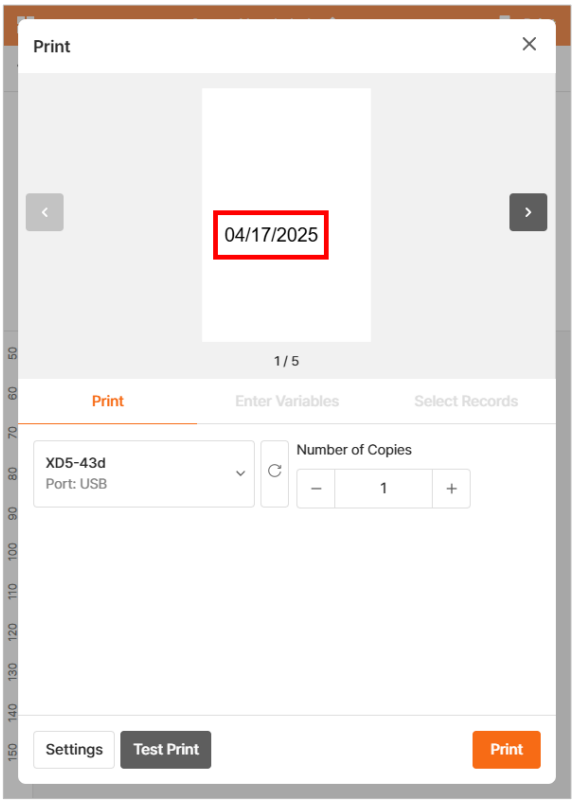
3-10-6-4 Current Date

Users can automatically insert the date at the time of printing and into a desired format.

- Prefix: Enter a fixed date that appears before the date.
- Suffix: Enter a fixed date that appears after the date.
- Date Format: Select the desired format for the date.



<Current Date setting>

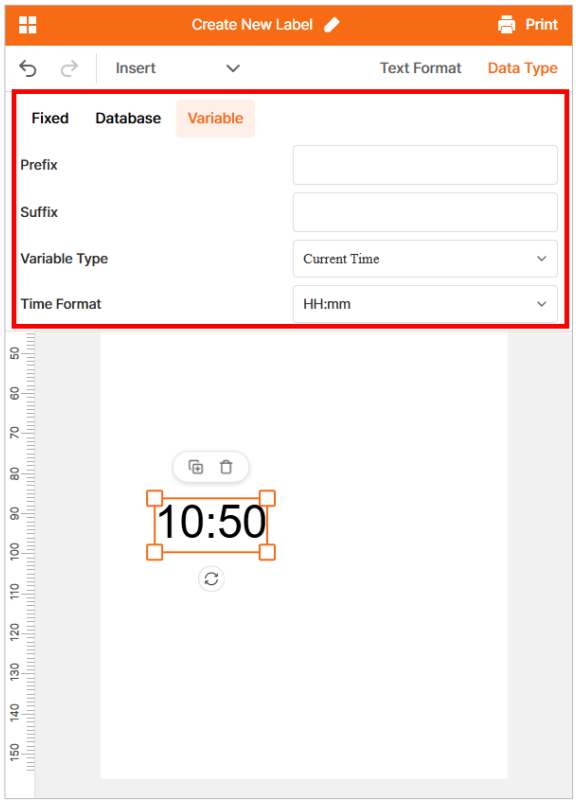


<Print Page when Current Date is set>

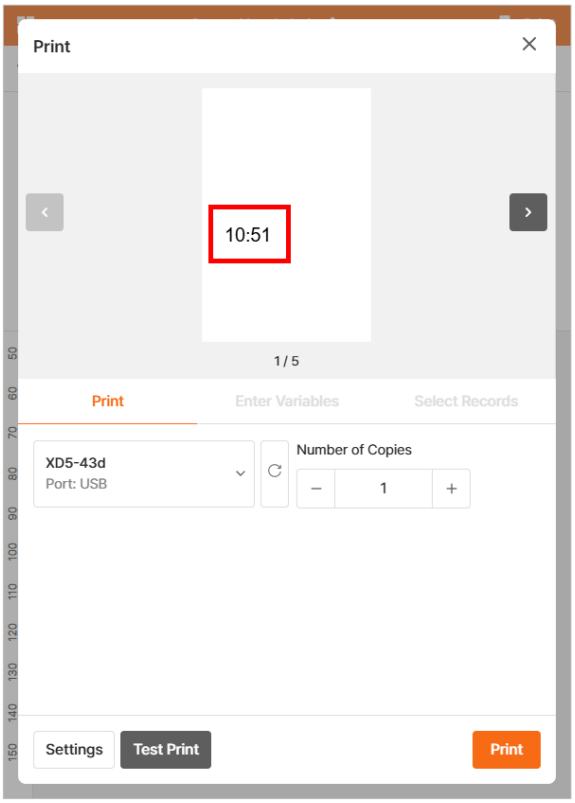
3-10-6-5 Current Time

Users can automatically insert the time at the time of printing and into a desired format.

- Prefix: Enter a fixed text that appears before the time.
- Suffix: Enter a fixed text that appears after the time.
- Time Format: Select the desired format of the time.



<Current Time setting>

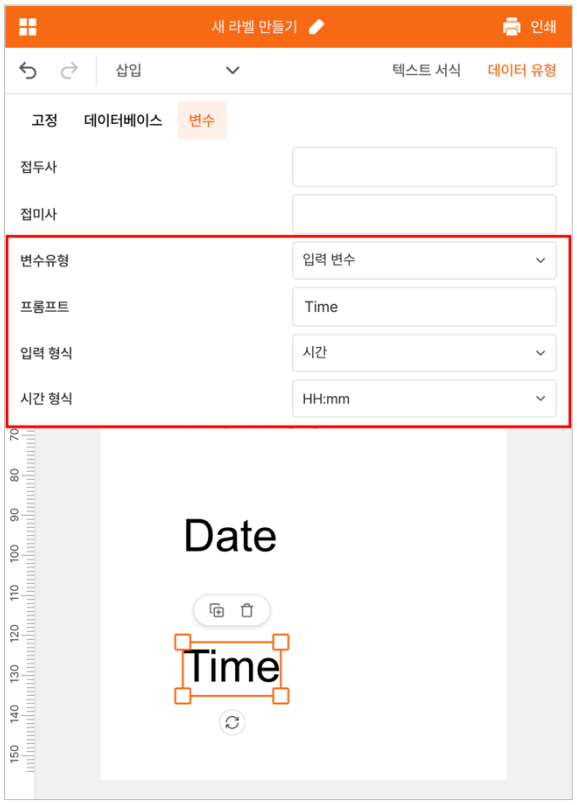


<Print Page when Current Time is set>

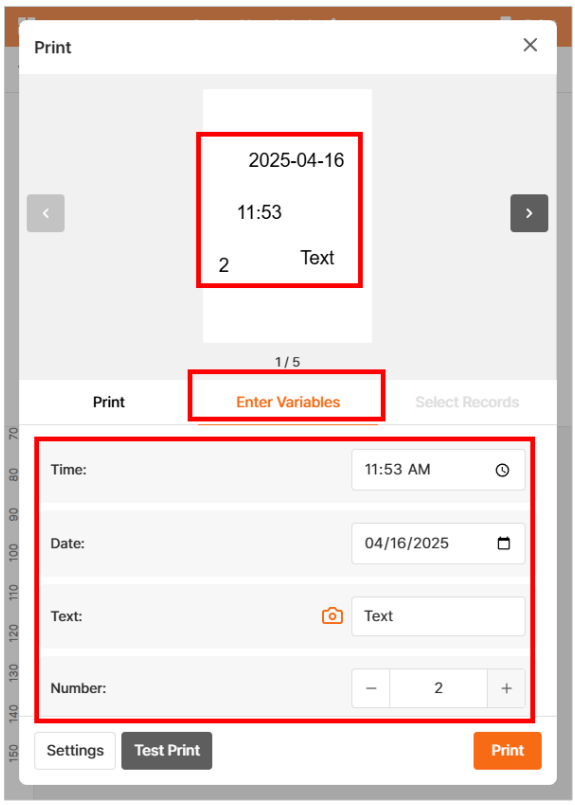
3-10-6-6 Input variables

Users can directly enter insert values at the time of printing.

- Prefix: Enter a fixed text that appears before the input value.
- Suffix: Enter a fixed text that appears after the input value.
- Prompt: Enter notification text to be displayed in the input window.
- Input Format: Set the data format; data can be entered on the Print Page.
  - Text: Enter the text.
    - Supports camera scans and scanners.
  - Number: Enter the number.
  - Date: Select the date.
    - Date Format: Select the date format.
  - Time: Select the time.
    - Time Format: Select the time format.
- Default Value: Set the default value to be displayed in the input window. This value will be printed even if a separate value is not entered.



<Variable setting>

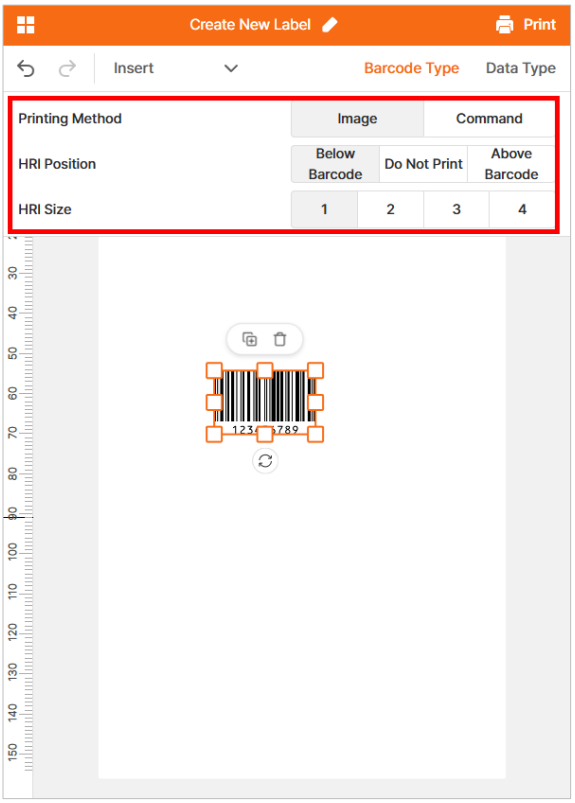


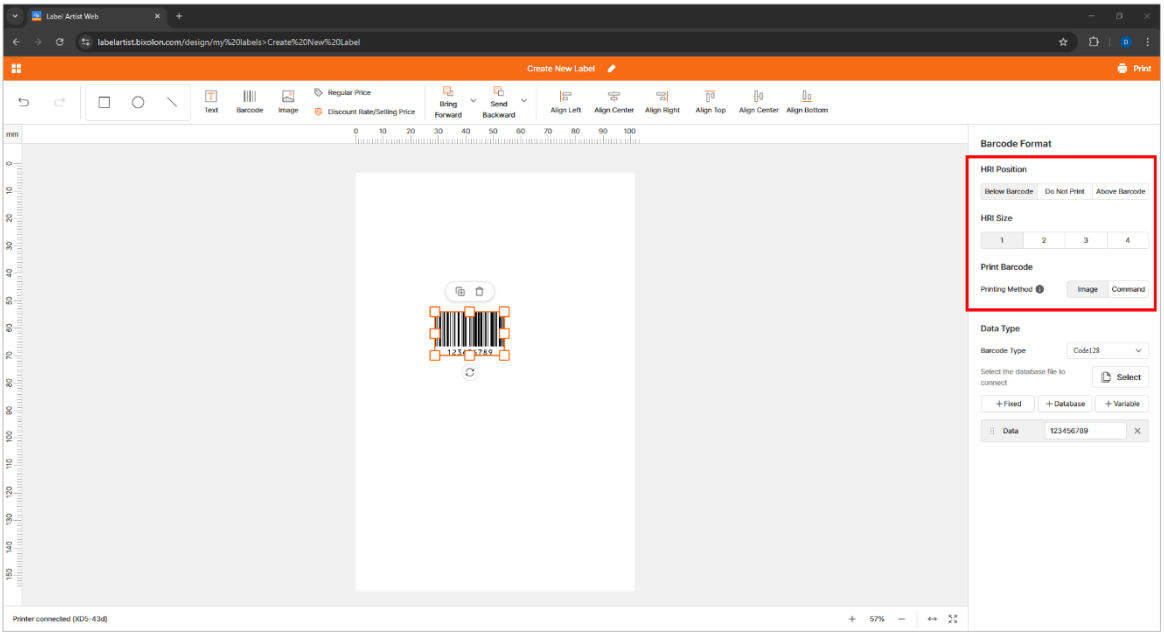
<Print Page when variables are set>

3-10-7 Barcode type

Users can set the printing method, HRI position, and HRI size for the barcode.

- Printing Method: Image can produce accurate barcodes while Command can produce high grade barcodes.
- HRI Position: Set the position of the barcode data.
- HRI Size: Select the HRI size (from 1-4).

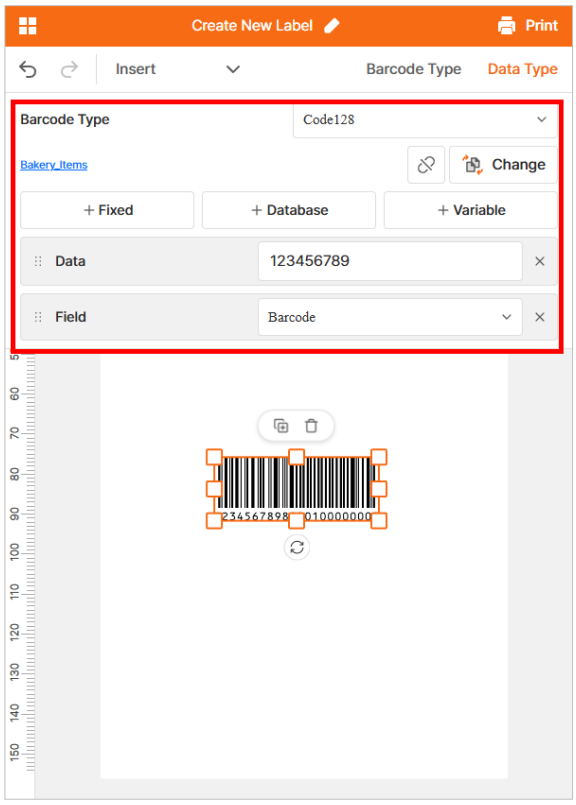




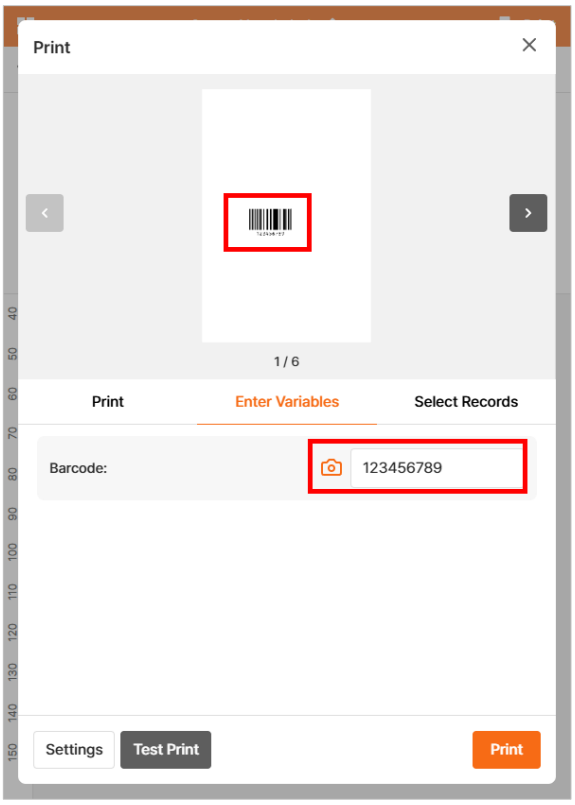
3-10-8 Barcode format

Users can set the barcode type and combine fixed, database, and/or input variable values for the barcode data.

- Barcode Type: Select the barcode data format.
- Fixed: Add fixed values to the barcode data.
- Database: Add database field values to the barcode data.
- Input Variable: Add variable values to the barcode data.



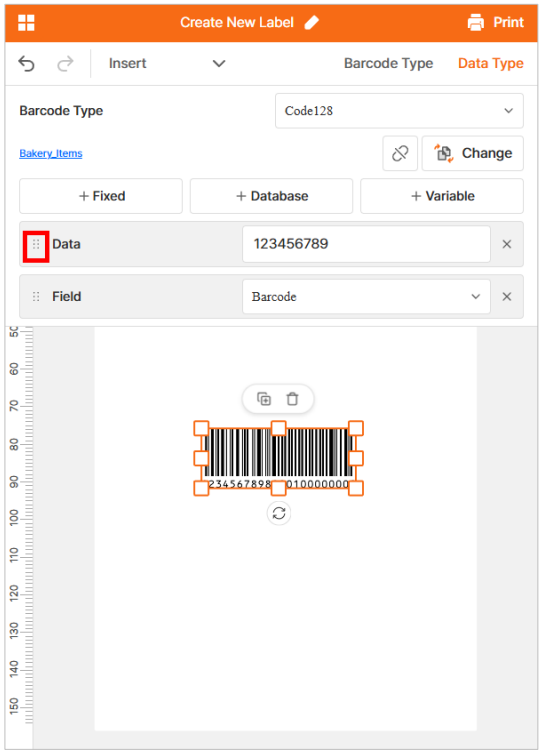
< Barcode format setting >

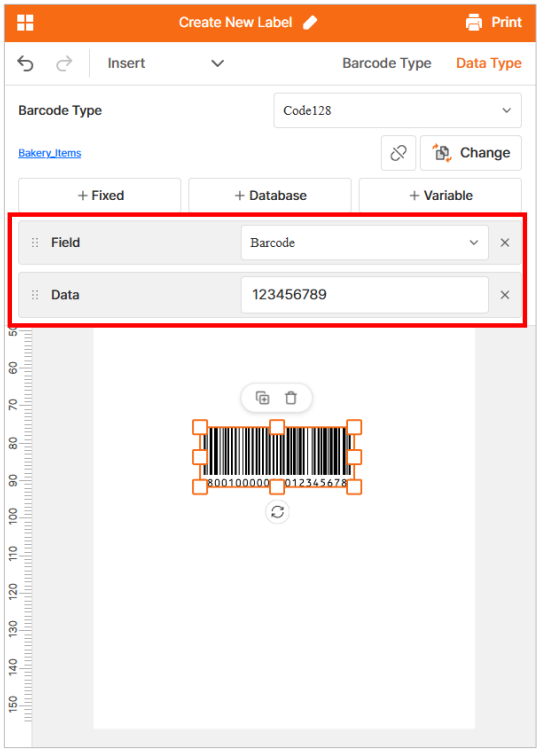


< Print Page when barcode format is set >

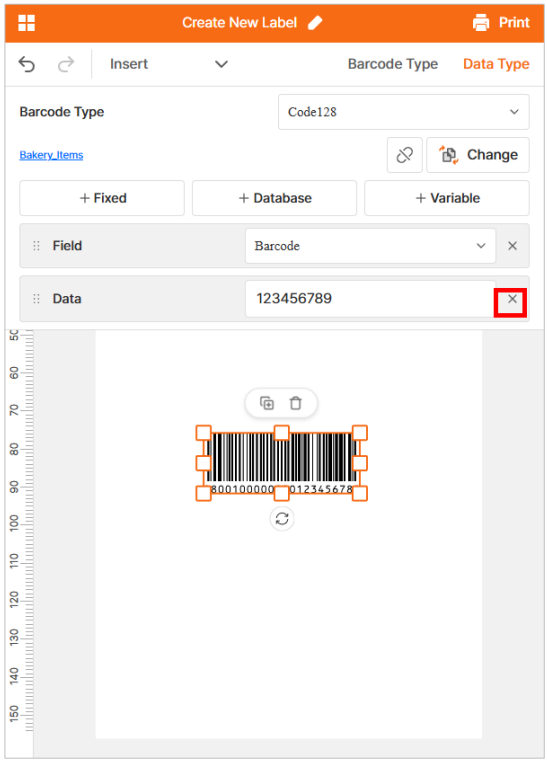
3-10-8-1 Changing barcode data

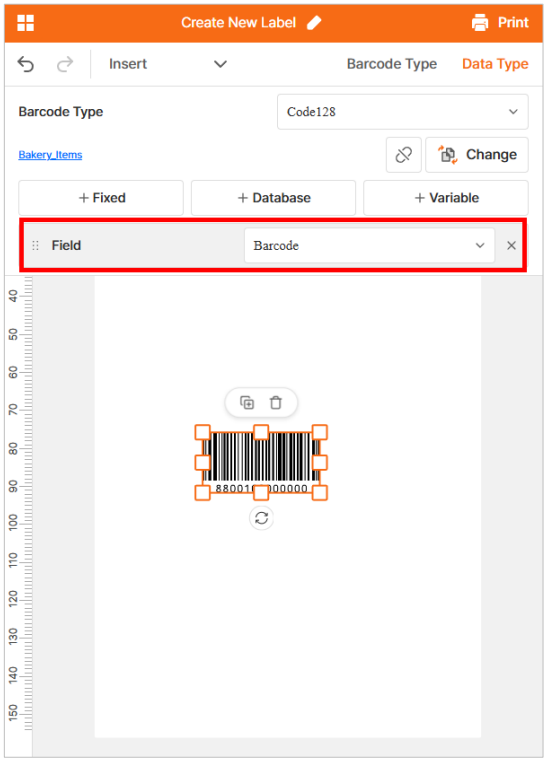
Users can change the position of the barcode data by holding and moving (up and down) the button on the left.





Click the [x] button to the right of the barcode data to delete the data.





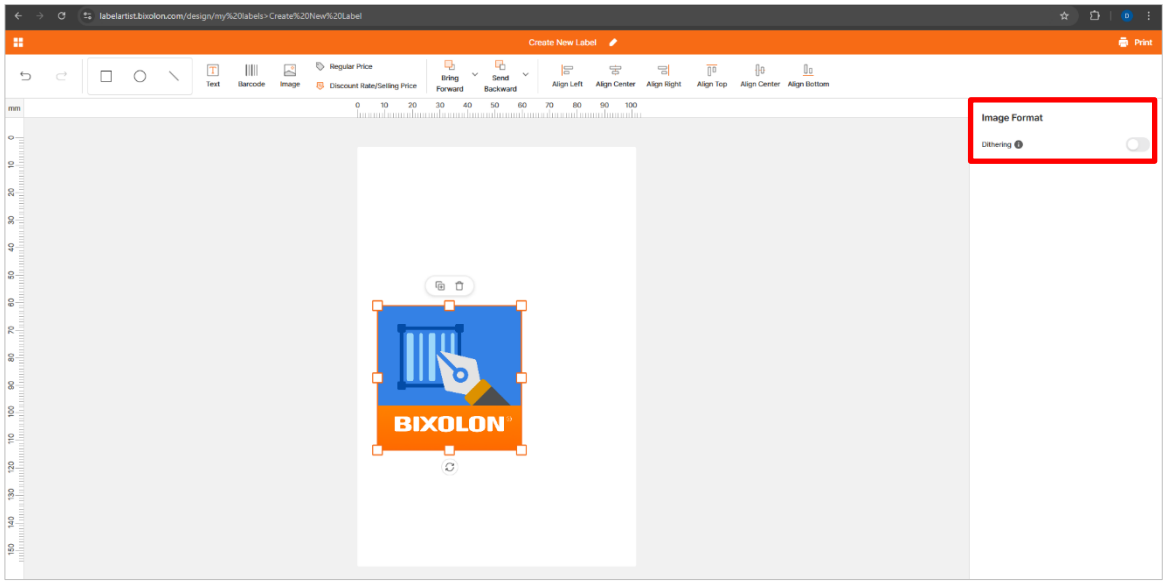
3-10-9 Image format

Users can set the dithering of the inserted image through the Image Format menu.

- Dithering: Sets whether to include dithering effects when printing.



<XQ-840II>

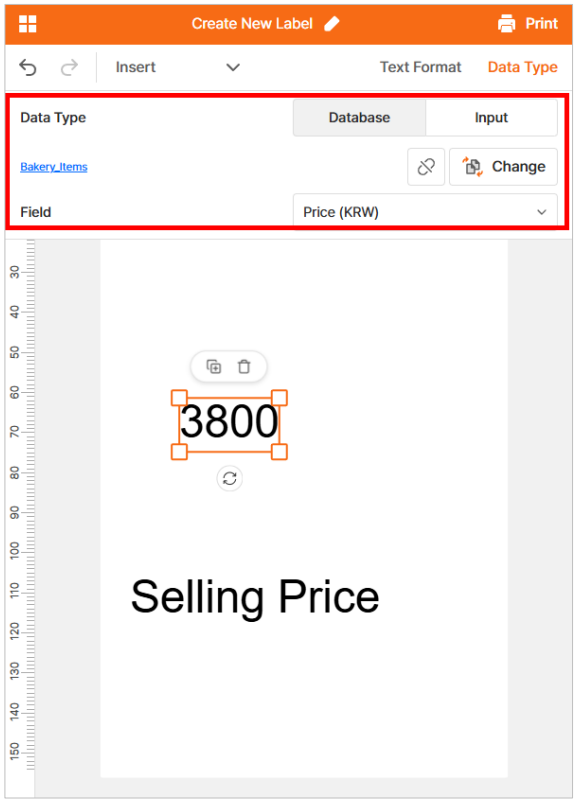


<PC>

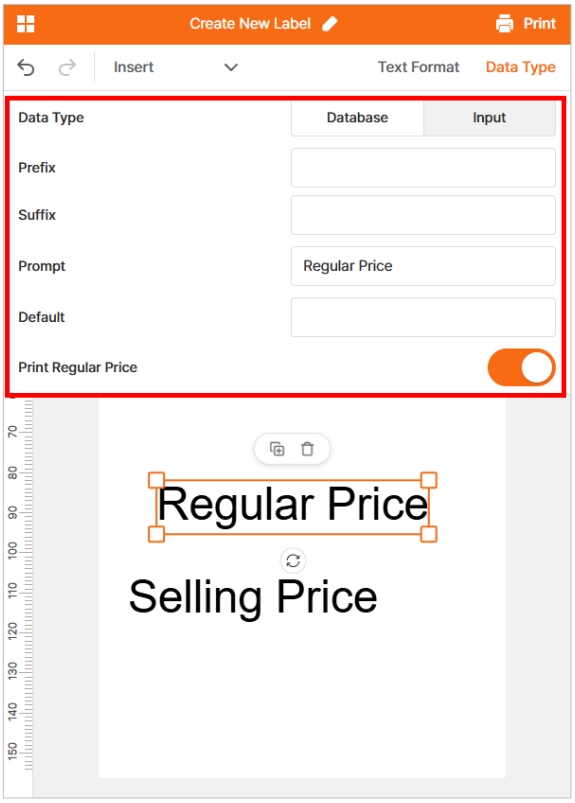
3-10-10 Price data type

Users can use the Price Data setting to select the text of the data type, enter a price data, or connect to a database.

- Data Type: Set the database or input variable.
  - Database
    - Select/Change button: Select a database to import or change.
    - Field: Select the field to use in the database.
  - Input Variable
    - Prefix: Enter a fixed text that appears before the regular price.
    - Suffix: Enter a fixed text that appears after the regular price.
    - Prompt: Enter notification text to be displayed in the input window.
    - Default Value: Enter the default regular price that applies when no value is entered.
    - Print Regular Price: Toggle whether to print regular price data.
    - Field: Select the value to use for regular price in a database's field.



< Regular price data setting– Database >

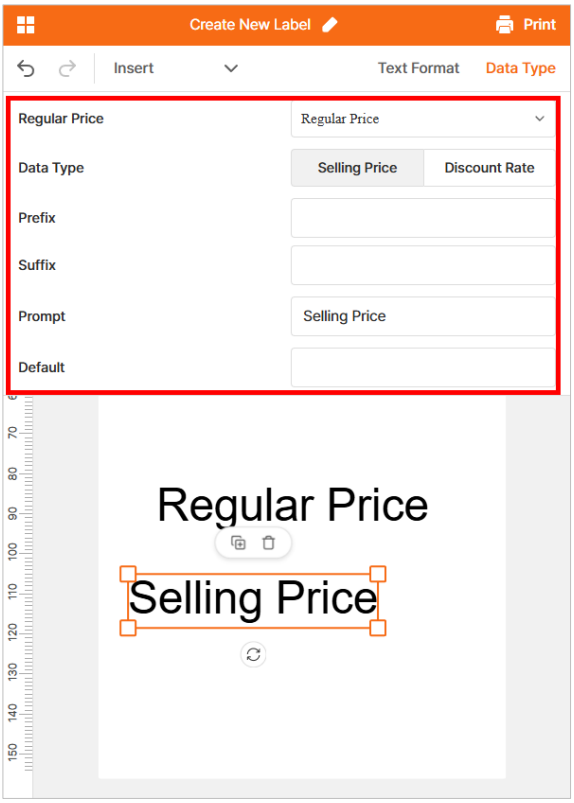


< Regular price data setting – Input Variable >

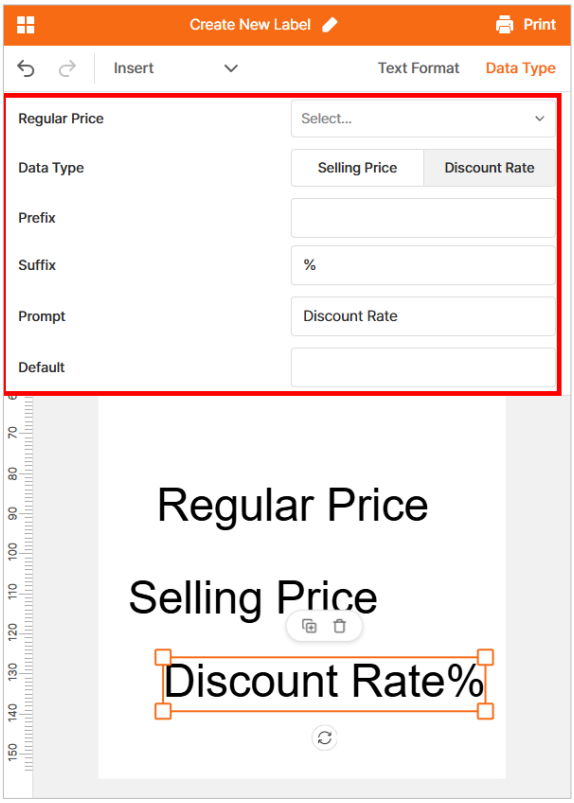
3-10-11 Selling price / discount rate data type

By setting the selling price/discount rate data, users can print automatically calculated selling price or discount rate values.

- Regular Price: Set the standard regular price.
- Data Type: Set the selling price or discount rate.
- Prefix: Enter a text that appears before the data.
- Suffix: Enter a text that appears after the data.
- Prompt: Enter the notification text to display in the input window.
- Default Value: Enter the default data that applies when no value is entered.



< Selling Price/Discount Rate data setting – Selling Price >

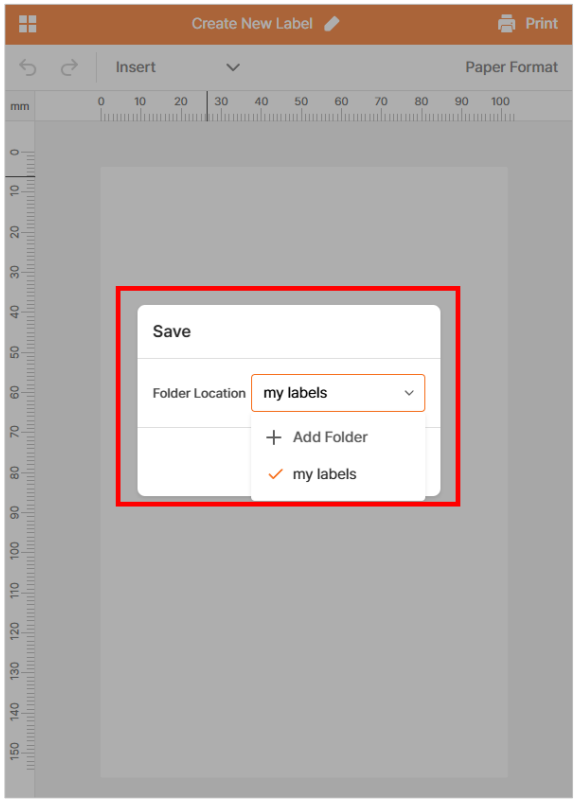


< Selling Price/Discount Rate data setting – Selling Price – Discount Rate >

3-10-12 Saving the file

Users can select a folder location when saving the label.

- A new folder can be created and selected.



< Selecting a save location >

3-11 Print Page

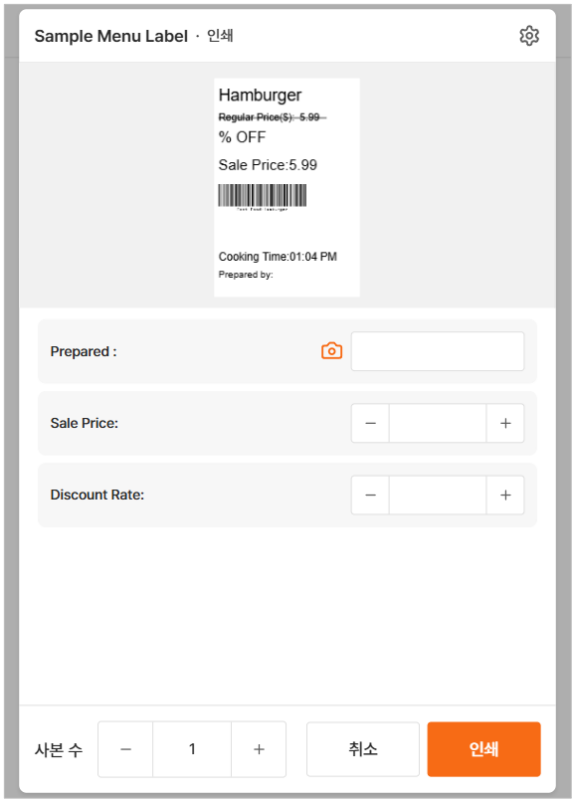
3-11-1 Opening the Print Page

Users can click on the label to open the Print Page.

- If no input variables and database are used: Users are taken to the Print Page.
- If input variables and/or database are used: After selecting record, users are taken to a Print Page where they can enter variables.



< Print Page with no input variables and database >

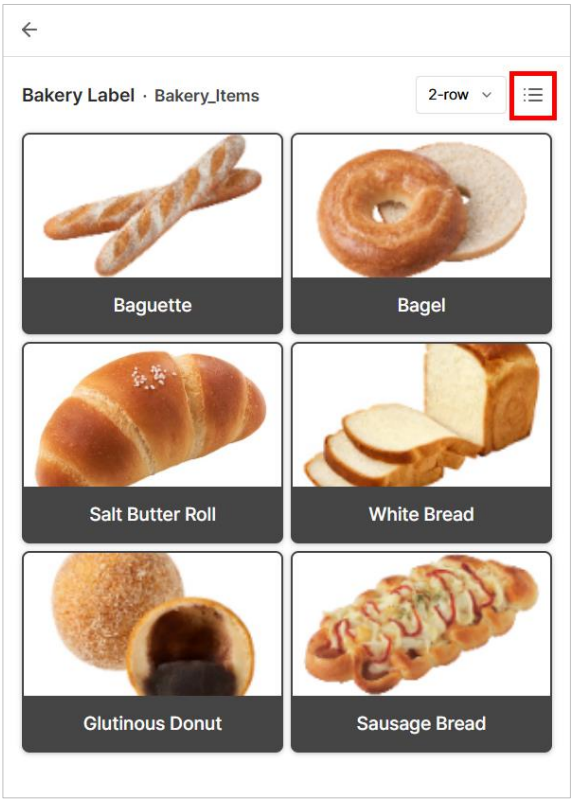


< Print Page with input variables and/or database >

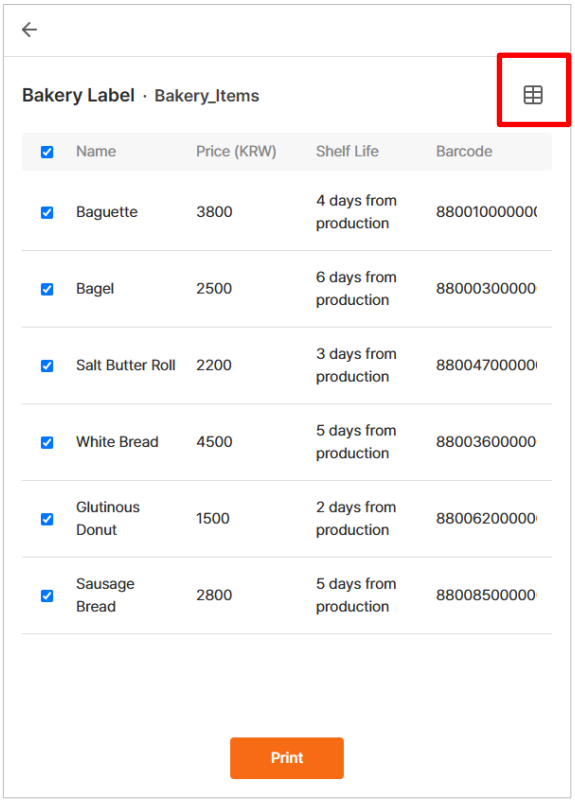
3-11-2 Record Selection Page

Users can click on a label that has a variable or linked database to open the Record Selection Page.

- The Record Selection Page can be displayed in thumbnail or list view.
  - Click on the icon on the top right to change the view layout.



< Record Selection Page – Thumbnail view >



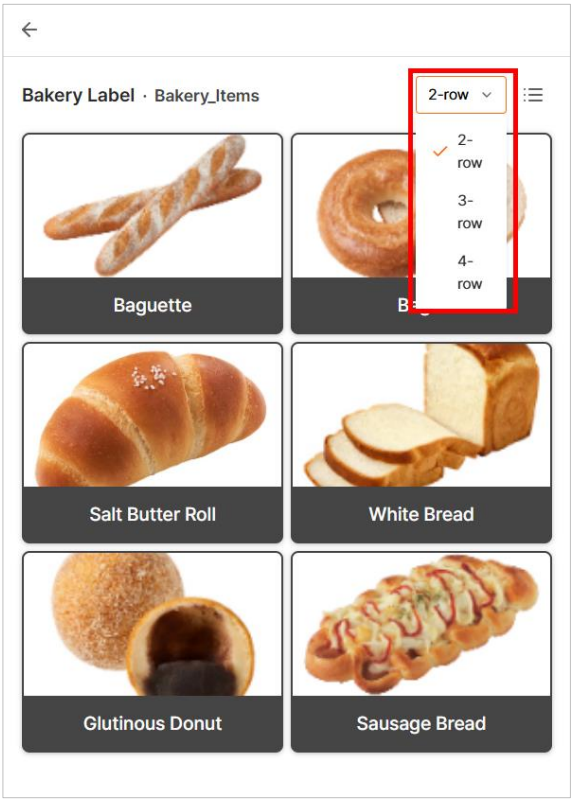
< Record Selection Page – List view >

The Record Selection Page will retain the same view format after the change.

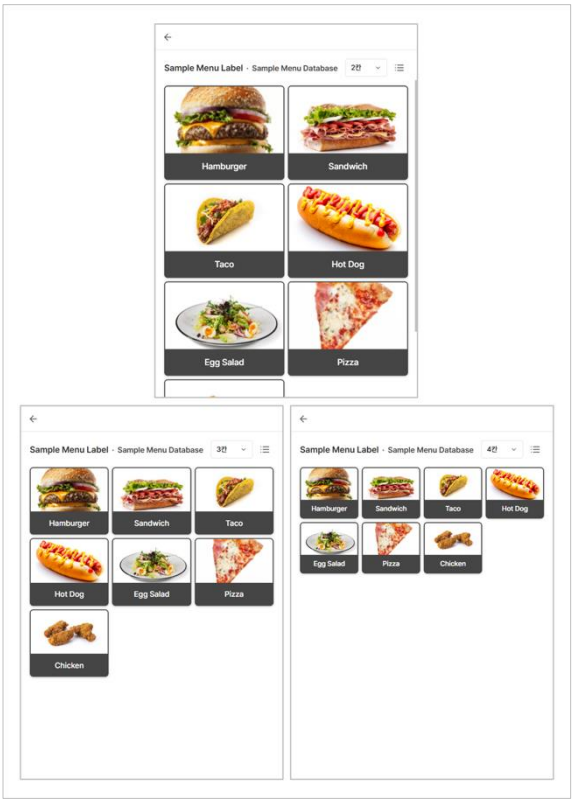
3-11-2-1 Thumbnail view

Only one thumbnail image can be used for the Record Selection Page, and clicking on the thumbnail will open the record's Print Page.

- The list of thumbnails can be set to 2, 3, or 4 columns.



< Thumbnail view setting >

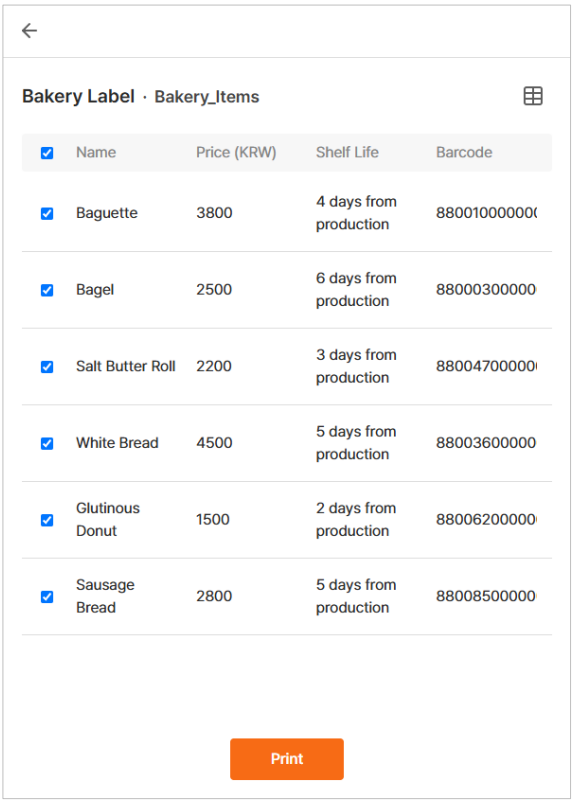


< Changing thumbnail view – 2/3/4 columns >

3-11-2-2 List view

List view allows for multiple selections. Selecting records and clicking the [Print] button will open the Print Page for the records.

- Multiple records can be viewed in the Print Page preview.
  - Selected records are displayed on each preview page.
  - Users can enter or modify the input variables for each record.



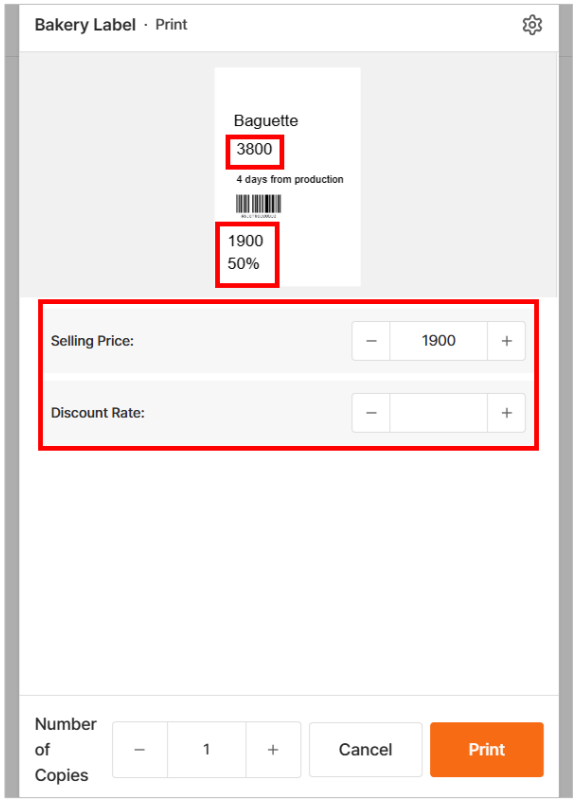
< List view – Multiple records >



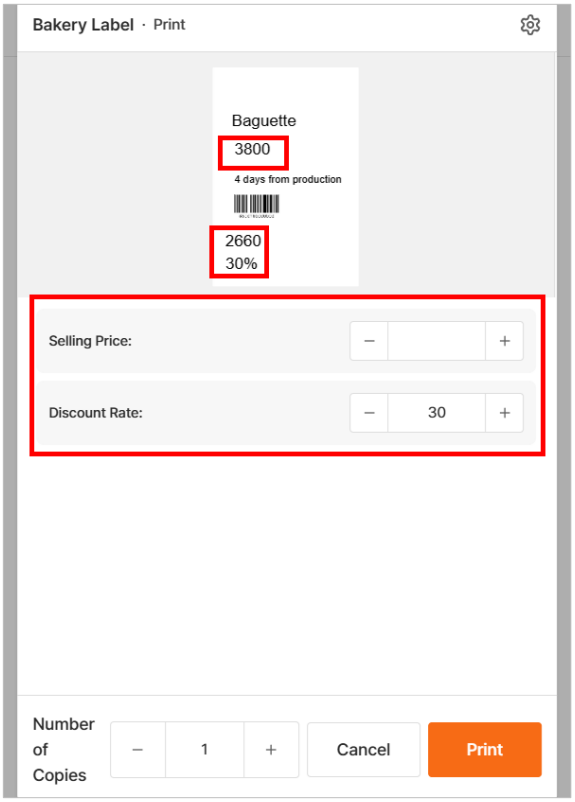
< Print Page for multiple selections >

3-11-3 Entering input variables and printing

Users can print automatically calculated selling price or discount rate data based on the set regular price.



< Entering selling price on the Print Page >



< Entering discount rate on the Print Page >

Sales prices are calculated and applied when both selling price and discount rate are entered, and if the calculation is not applied, the entered values are maintained.

Revision History

Ver.	Date	Description
1.00	28-04-2025	New