

Manual
for
Printing / Exporting Excel Reports
for
Superlock II

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Revisions

Date	Version	State
2018.06.06	Version 0.22	Explain file options
2018.04.30	Version 0.21	Finished Draft. Pending revision
2018.10.18	Version 1	Revised
2018.11.12	Version 1.0.1	Label printing added
2019.01.21	Version 1.0.3	Reviewed steps to modify a report
2019.03.26	Version 1.0.3.84	Review general sections layout
2019.07.19	Version 2	Document Rename
2021.03.22	Version 3	Updated program requirements
2024.04.12	Version 4	Review of text

This guide explains how to generate reports of **keys, cylinders** and **lock charts** with Superlock in **Excel and/or PDF** format with examples.

First of all, we show how to generate reports with the default templates.

Secondly, how to change the reports logo.

Thirdly, we explain how to **create custom reports exporting and editing the style of the spreadsheet** (cell font, borders ...), header and table texts and also column contents.

Requirements

To view and edit the final reports and also the templates, you need **MS Office Excel**

Generate default reports

Types of reports

Superlock can generate these types of reports in these sections of the program:

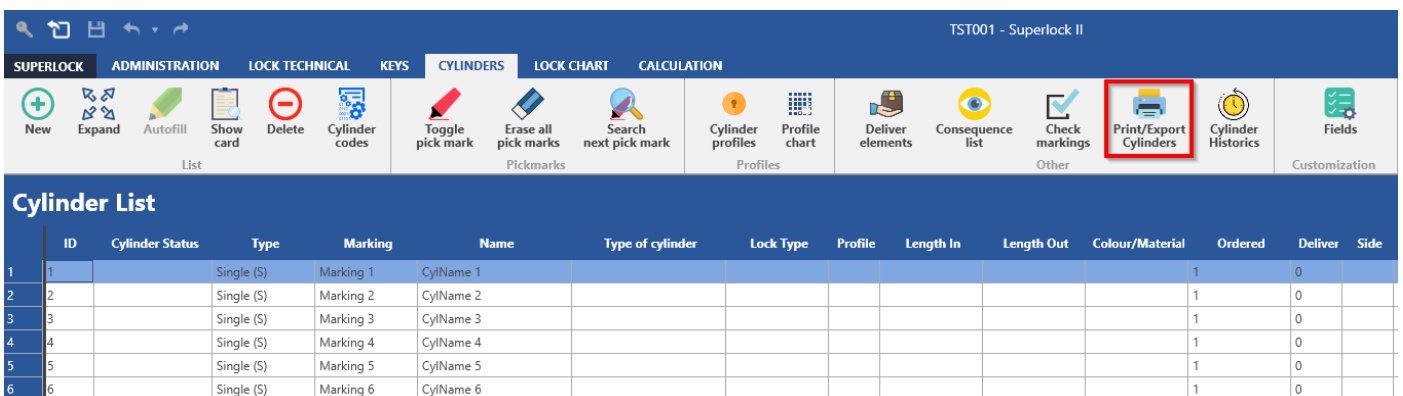
- Keys: List of Keys
- Cylinders: List of Cylinders, List of Cylinder with subsection of keys
- Lock chart: Lock chart

Print/Export report in Excel

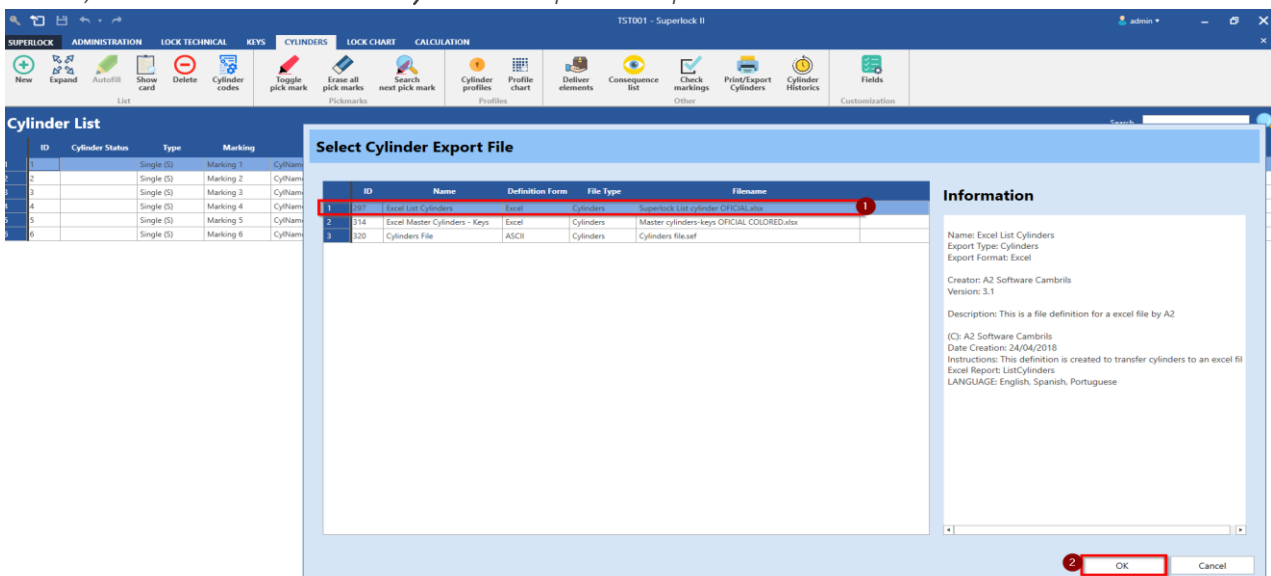
We will see an example about how to create a list of cylinders report with the default template.

The steps to export another types of reports are exactly the same.

Step 1. First of all, we **open a system**, go to **cylinders menu option** and press the button named **“Print/Export Cylinders”** (or press keys **Shift+F9**)



Step 2. Then, let's choose the **Excel List Cylinders** template and press **OK**.



Step 3. We leave the default options and press OK button.

Cylinder List

ID	Cylinder Status	Type	Marking	Name	Type of cylinder	Lock Type	Profile	Length In	Length Out	Colour/Material	Ordered	Deliver
1		Single (S)	Marking 1	CylName 1							1	0
2		Single (S)	Marking 2	CylName 2							1	0
3		Single (S)	Marking 3	CylName 3							1	0
4		Single (S)	Marking 4	CylName 4							1	0
5		Single (S)	Marking 5	CylName 5							1	0
6		Single (S)	Marking 6	CylName 6							1	0

File export options

Orders

Ordered

Delivered

Total

Pickmarks

Cylinder as

Pin/Fillers

Key Codes

Export range (Cylinders)

From to

Select language

Preview Cancel

Step 4. Finally, let's define the generated file name and save it.


Note that the default location to save generated files is:

<USER_FOLDER>\AppData\Local\Superlock\Export Files

USER_FOLDER is the value that references your user folder in Windows, something like: C:\Users\Administrator or C:\Users\

The resulting report is opened automatically:

CYLINDERS CHECK LIST Page : 1

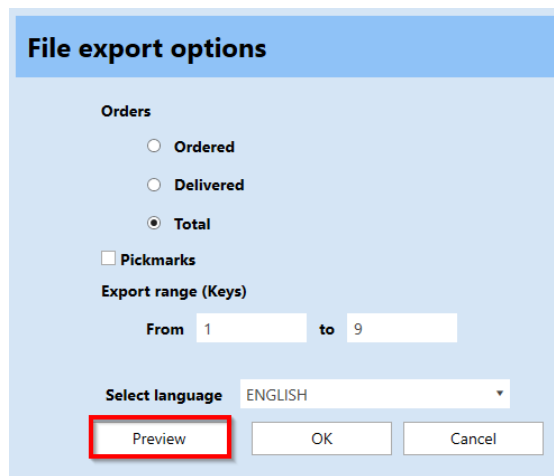
	CUSTOMER NR X09	PROJECT Calc test
	CUSTOMER John Smith Inc.	CASE NR Case nr 11
	DATE 24/04/2018	INIT
number 1	SYSTEM NUMBER TST001	

POS.	CYL. NAME	MARKING	DELIVERY	ORDER	PROFILE	ALT.MARKING
1	CylName 1	Marking 1	0	1	0	
						4 1 3 4 6 6 5 5
2	CylName 2	Marking 2	0	1	0	
						4 3 3 4 6 6 5 5
3	CylName 3	Marking 3	0	1	0	
						4 5 3 4 6 6 7 5
4	CylName 4	Marking 4	0	1	0	
						4 3 3 4 6 8 5 5
5	CylName 5	Marking 5	0	1	0	
						4 5 3 4 6 8 7 5
6	CylName 6	Marking 6	0	1	0	
						4 5 3 4 6 8 9 5

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Print/Export report preview in PDF

To generate a preview of the report (a keys report in this case), we follow the same steps 1-2; but in step 3 (**File Export Options**) we choose **Preview** instead of OK button.

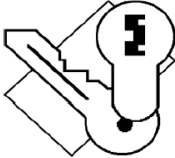


This action will show the report preview in PDF automatically:

Excel List Keys20180425145816.pdf - Adobe Acrobat Reader DC
 archivo Edición Ver Ventana Ayuda

Inicio Herramientas Excel Master Cylind... Excel List Keys2018... x

169%

	KEY CODE LIST TOTAL		Page : 1				
	Cust. No: X09 Customer: John Smith Inc. Date: 24/04/2018	Project Calc test Case No: Case nr 11 Init:					
number 1		System Number: TST001					
POS.	KEY NAME	KEY MARKING	ALT.MARKING	CURRENT Q	ORDER	PROFILE	KEY CODE
1	KeyName 1	Marking 1		0	1		4 5 3 4 6
2	KeyName 2	Marking 2		0	1		6 5 3 4 6
3	KeyName 3	Marking 3		0	1		8 5 3 4 6
4	KeyName 4	Marking 4		0	1		6 1 5 4 6
5	KeyName 5	Marking 5		0	1		6 3 5 4 6
6	KeyName 6	Marking 6		0	1		6 7 5 4 6
7	KeyName 7	Marking 7		0	1		8 3 5 4 6
8	KeyName 8	Marking 8		0	1		8 7 5 4 6
9	KeyName 9	Marking 9		0	1		8 9 5 4 6

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Note that the preview option is only available if you have installed MS Office 2007 SP3 or later versions. Of course, to preview the report, you only need a PDF Viewer, like Adobe Acrobat Reader.

Print/Export filtered report

It's possible to generate reports filtered by these criteria:

1. **Orders.**
 - a. Ordered. Only ordered
 - b. Delivered. Only delivered.
 - c. Total. All elements.
2. **Pickmarks.** If enabled, only select pickmarked elements.
3. **Export range;** by default, it selects all elements. Here you can change it (e.g. from 4 to 12)
4. **Select language.** Select a language from the list.
5. **Cylinder as** In cylinder reports, you can choose how the cylinder codes should be shown:
 - a. As Pin/Fillers
 - b. As Key Codes

File export options

1 **Orders**

Ordered

Delivered

Total

2 Pickmarks

3 **Export range (Keys)**

From to

4 **Select language**

5 **Cylinder as**

Pin/Fillers

Key Codes

Change report logo

It's possible to change the report logo image in Superlock.

The image is obtained from the company logo; so we can change report logo changing the company logo.

This is the current report logo:

Excel List Keys20180425145816.pdf - Adobe Acrobat Reader DC
 Inicio Herramientas Excel Master Cylind... Excel List Keys2018... x

KEY CODE LIST TOTAL Page : 1

Cust. No: X09 Project Calc test
 Customer: John Smith Inc. Case No: Case nr 11
 Date: 24/04/2018 Init:

number 1 System Number: TST001

POS.	KEY NAME	KEY MARKING	ALT.MARKING	CURRENT Q	ORDER	PROFILE	KEY CODE
1	KeyName 1	Marking 1		0	1		4 5 3 4 6
2	KeyName 2	Marking 2		0	1		6 5 3 4 6
3	KeyName 3	Marking 3		0	1		8 5 3 4 6
4	KeyName 4	Marking 4		0	1		6 1 5 4 6
5	KeyName 5	Marking 5		0	1		6 3 5 4 6
6	KeyName 6	Marking 6		0	1		6 7 5 4 6
7	KeyName 7	Marking 7		0	1		8 3 5 4 6
8	KeyName 8	Marking 8		0	1		8 7 5 4 6
9	KeyName 9	Marking 9		0	1		8 9 5 4 6

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To change it, let's change the company logo:

1. In the main window, go to **Setup** → **Company Data**.

TST001 - Superlock II admin

Setup

- Information
- System List
- Lock Type List
- User List
- Master Key Code List
- Setup**
- About
- Close

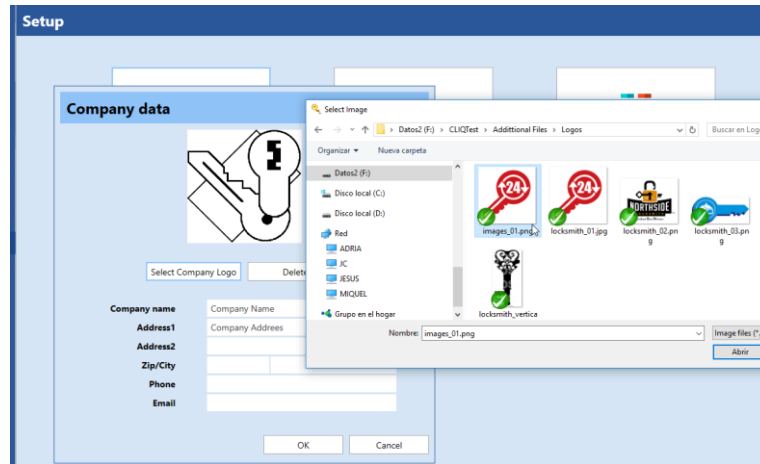
Company data

System number series

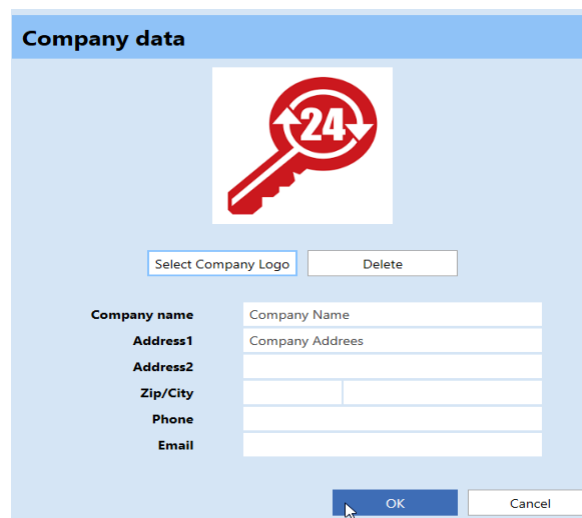
Define additional fields

Printing / Export Files

2. Push Select Company Logo and select an image.



3. Click OK to save changes.



4. Let's try to generate a report, as we've done before.

Open system -> go to Keys -> Print/Export Keys -> Select the template -> OK -> Define File Name and Folder.

KEY CODE LIST TOTAL Page : 1

Cust. No: X09	Project: Calc test
Customer: John Smith Inc.	Case No: Case nr 11
Date: 24/04/2018	Init:

number 1 **System Number:** TST001

POS.	KEY NAME	KEY MARKING	ALT.MARKING	DELIVERY	ORDER	PROFILE	KEY CODE
1	KeyName 1	Marking 1		0	1		4 5 3 4 6
2	KeyName 2	Marking 2		0	1		6 5 3 4 6
3	KeyName 3	Marking 3		0	1		8 5 3 4 6
4	KeyName 4	Marking 4		0	1		6 1 5 4 6
5	KeyName 5	Marking 5		0	1		6 3 5 4 6
6	KeyName 6	Marking 6		0	1		6 7 5 4 6
7	KeyName 7	Marking 7		0	1		8 3 5 4 6
8	KeyName 8	Marking 8		0	1		8 7 5 4 6
9	KeyName 9	Marking 9		0	1		8 9 5 4 6

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Superlock II - Data REPORT 100%

Listo Página: 1 de 1

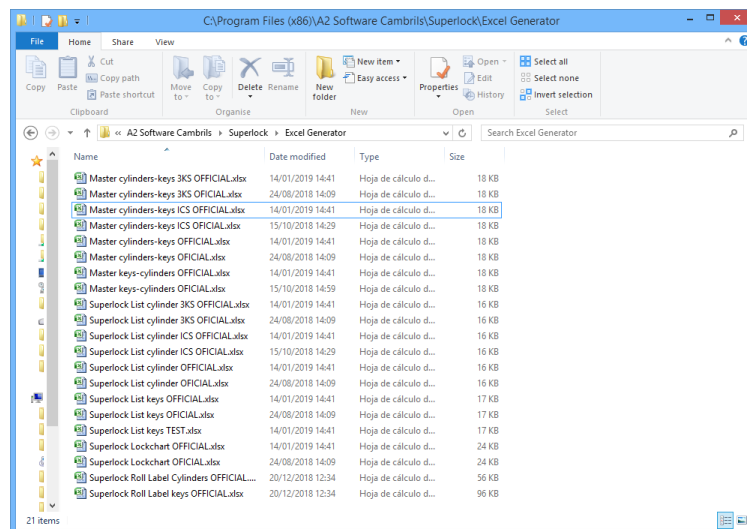
We can see the logo has been updated successfully in the report.

Customize reports

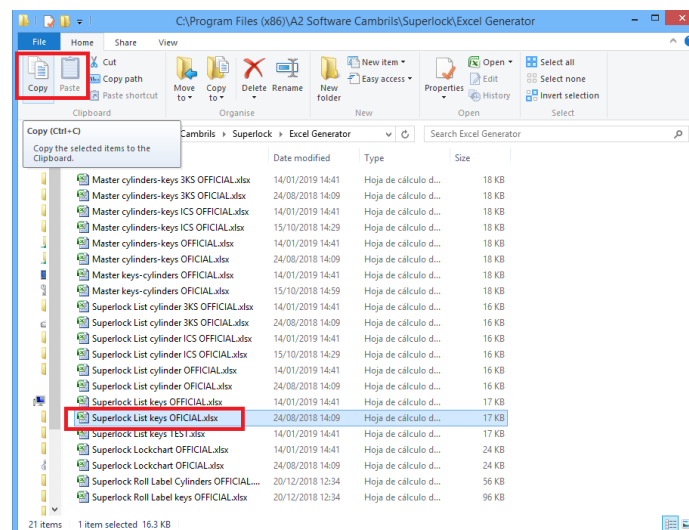
First of all, it's highly recommended to make a **backup of the template files** before continue.

To find the report template files to backup look into the following path by default:

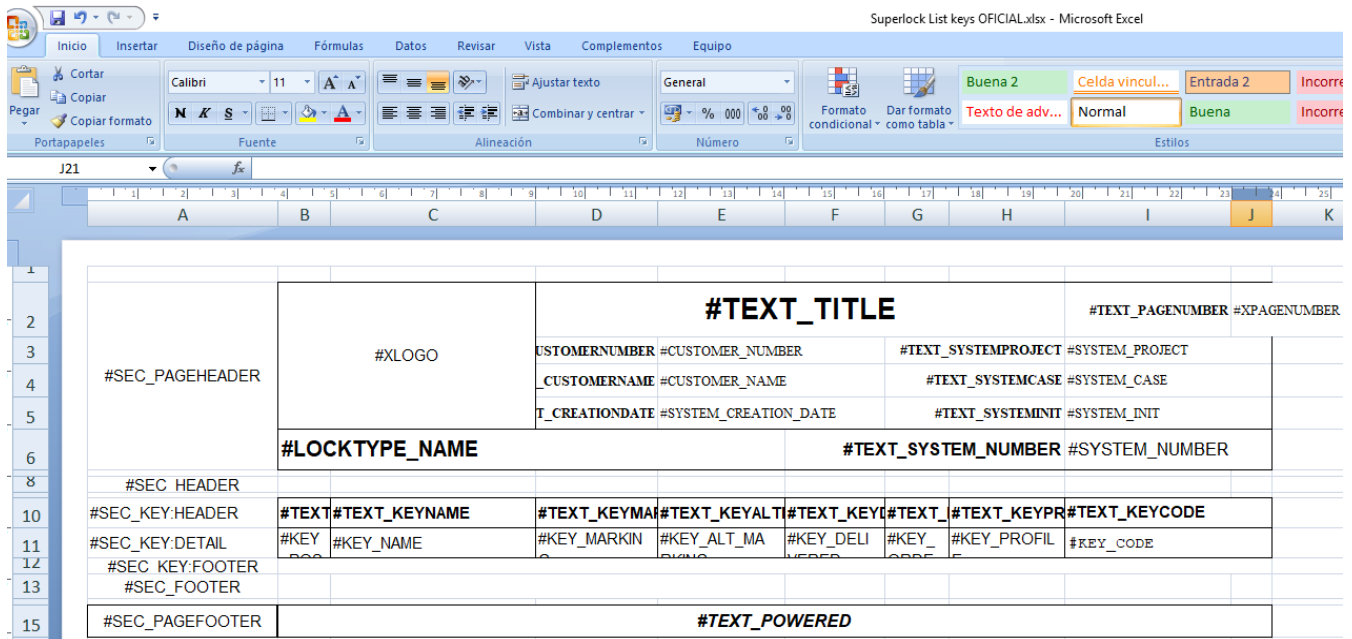
C:\Program Files (x86)\A2 Software Cambrils\Superlock\Excel Generator\



To backup a file you can copy & paste it using the file menu from your windows explorer



Then, let's open the new template file and go to **REPORT** sheet, to edit it with some examples.



After that, we will import it in Superlock and generate a report to see the changes.

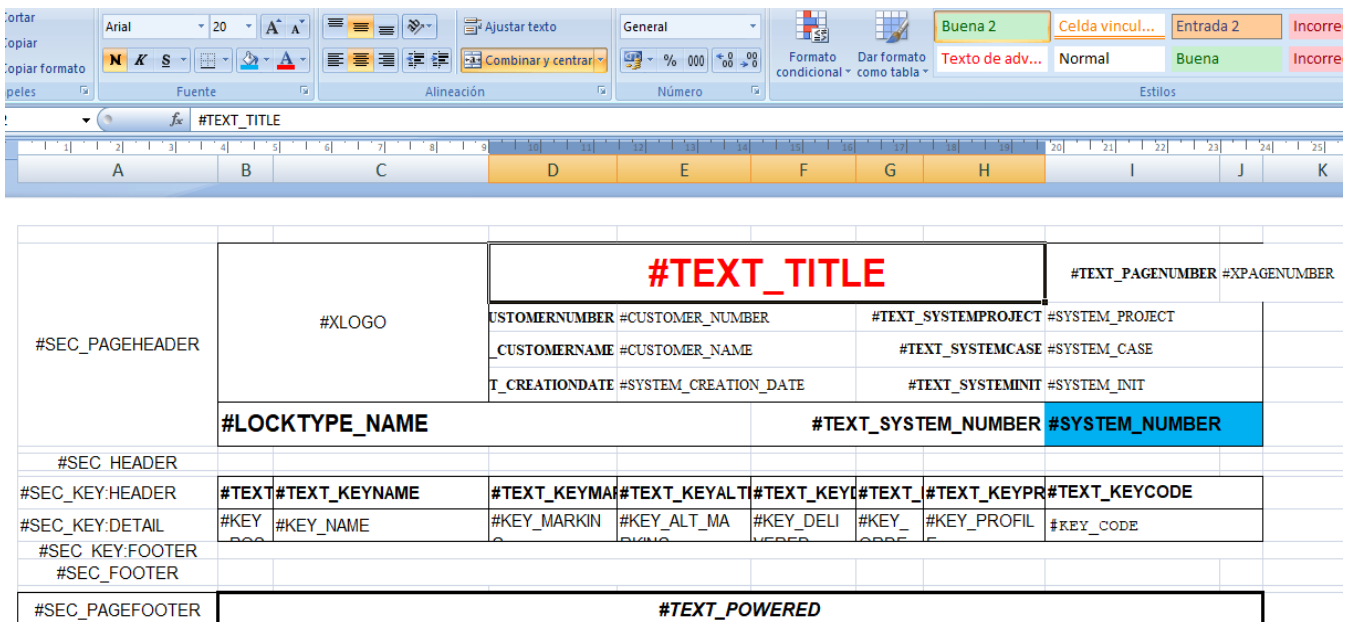
First time template edition

Edit template file

Let's try some small style changes:

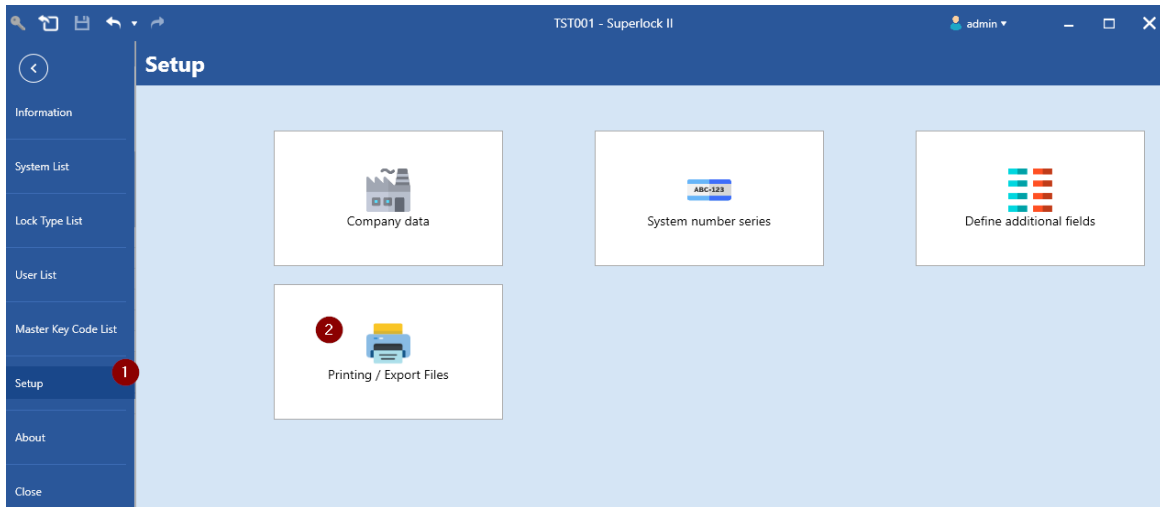
- text title size at 20
- background color of #SYSTEM_NUMBER in blue
- ticker page footer border

Finally **SAVE** the changes and Close file.

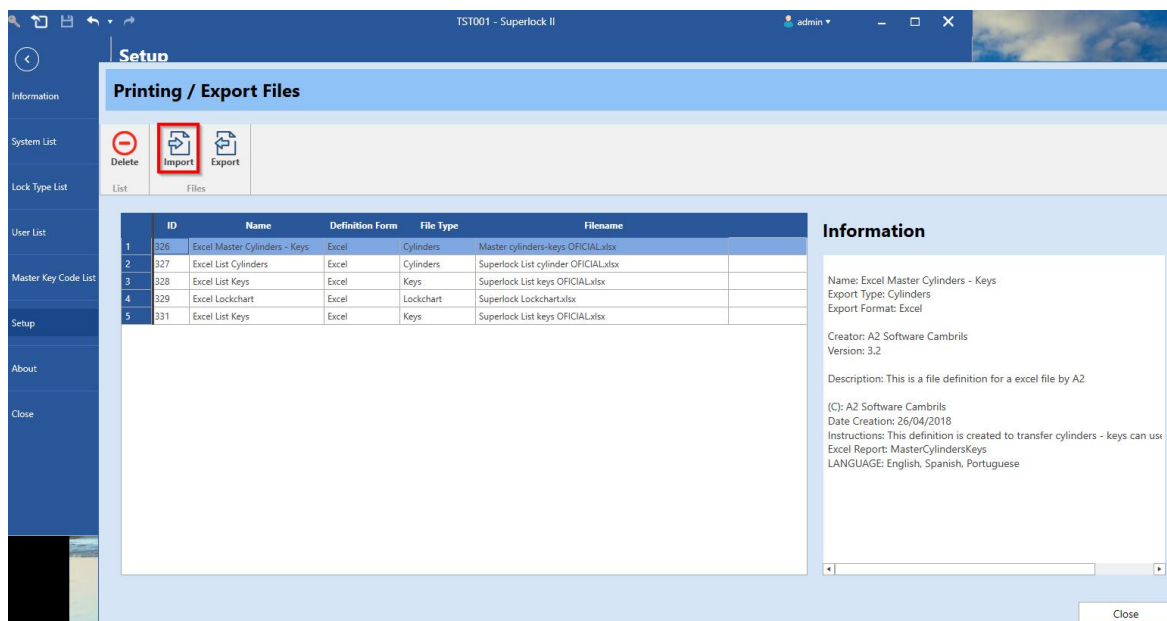


Import edited template

Now, go to Superlock, choose menu **Setup** -> option **Printing / Export Files**.

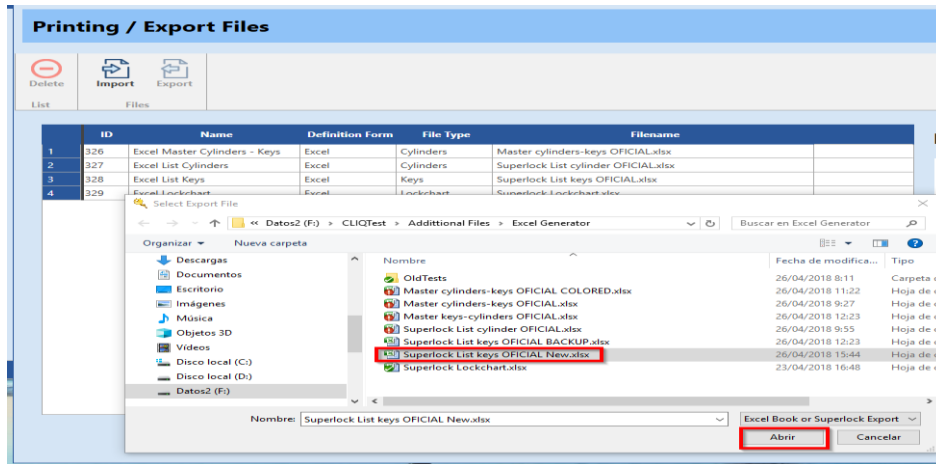


Then, click on the Import button.



Select the edited template and open it.

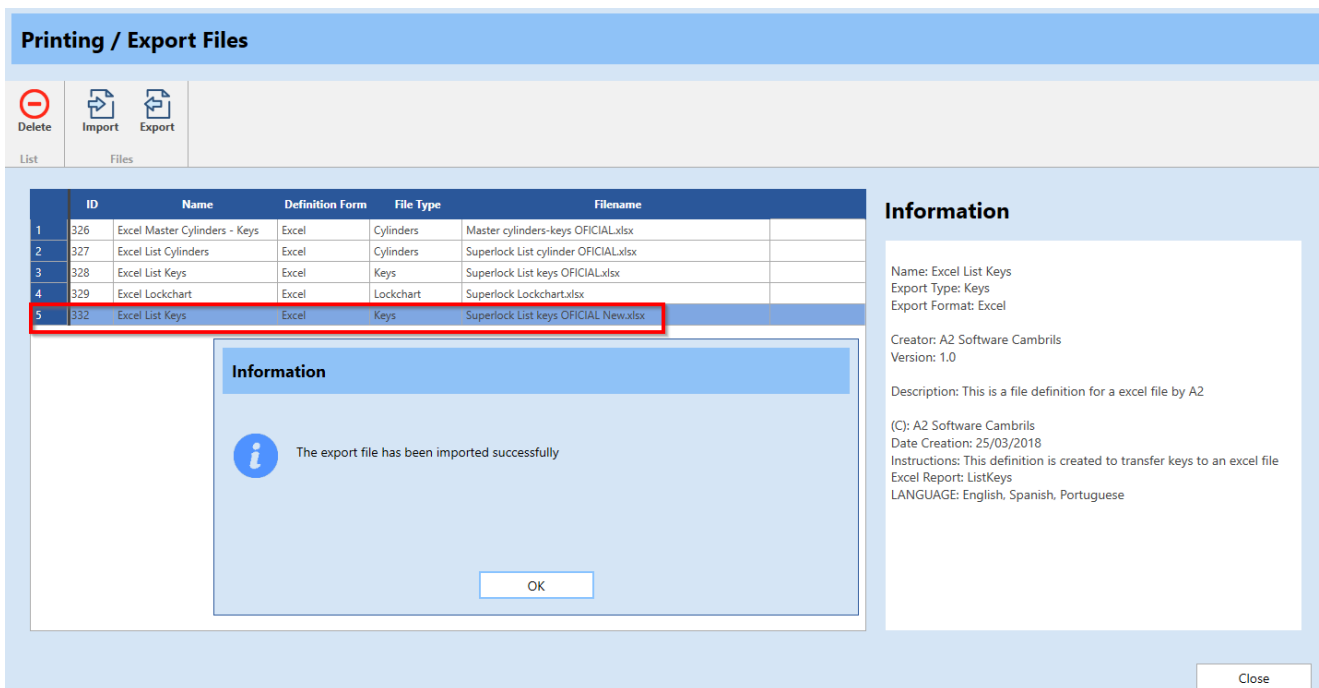
In the same window, you can delete an existing template selecting it and clicking the button Delete.



Note: The Excel template file must be closed; otherwise, Superlock will show an error message.

You can delete a template selecting the template and pressing the button Delete.

Superlock will inform you that the export file has been imported successfully and we can see the new template.



Test edited template

Now, we can see the changes using the template to print a report:

First, **open a system**, select **keys** and press **Print/Export Keys**.

The screenshot shows the 'KEYS' menu with various options. The 'Print/Export Keys' icon, which shows a printer and a document, is highlighted with a red rectangular box. Other icons include 'New', 'Expand', 'Autofill', 'Show card', 'Delete', 'Toggle pick mark', 'Erase all pick marks', 'Search next pick mark', 'Key profiles', 'Profile chart', 'Deliver elements', 'Consequence list', 'Reset codes', 'Check markings', 'Key Histories', and 'Fields'.

Then, select the new template.

The 'Select Key Export File' dialog box contains a table with the following data:

ID	Name	Definition Form	File Type	Filename
1	Excel List Keys	Excel	Keys	Superlock List keys OFFICIAL.xlsx
2	Excel List Keys	Excel	Keys	Superlock List keys OFFICIAL New.xlsx

The 'OK' button at the bottom right of the dialog is highlighted with a red box.

And press **Preview** in File Options Screen. Here is the result:

The PDF report displays the following information:

- KEY CODE LIST TOTAL** (Title in red)
- Page : 1
- Cust. No: X09
- Customer: John Smith Inc.
- Date: 24/04/2018
- Project Calc test
- Case No: Case nr 11
- Init:
- number 1
- System Number: **TST001** (highlighted in blue)

POS.	KEY NAME	KEY MARKING	ALT.MARKING	DELIVERY	ORDER	PROFILE	KEY CODE
1	KeyName 1	Marking 1		0	1		4 5 3 4 6
2	KeyName 2	Marking 2		0	1		6 5 3 4 6
3	KeyName 3	Marking 3		0	1		8 5 3 4 6
4	KeyName 4	Marking 4		0	1		6 1 5 4 6
5	KeyName 5	Marking 5		0	1		6 3 5 4 6
6	KeyName 6	Marking 6		0	1		6 7 5 4 6
7	KeyName 7	Marking 7		0	1		8 3 5 4 6
8	KeyName 8	Marking 8		0	1		8 7 5 4 6
9	KeyName 9	Marking 9		0	1		8 9 5 4 6

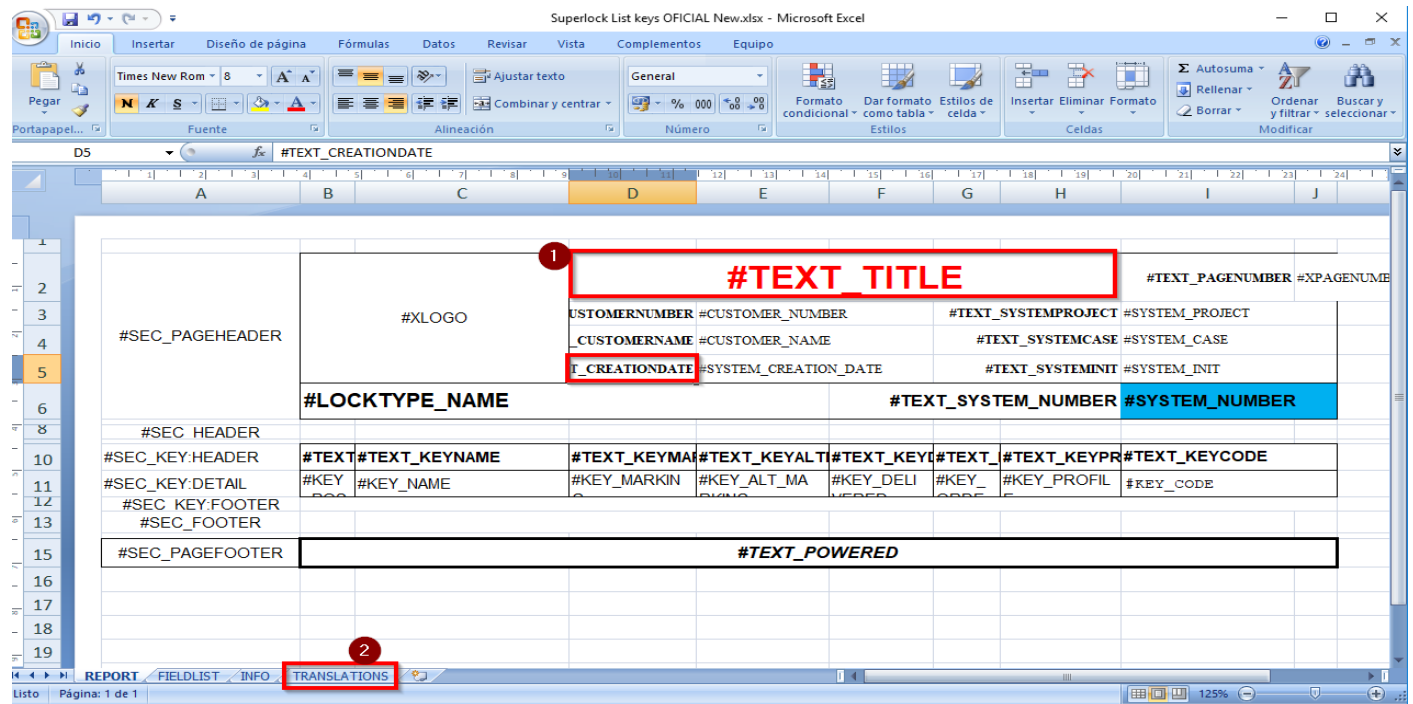
POWERED BY SUPERLOCK (Footer in red)

We can see the changes we made reflected in the report; the colors, the title font and the foot ticker border.

Edit Title and header texts

Now, let's try to change the text of the title and the text of the date label.

First of all, let's look at the labels started with "#TEXT_" prefix. We want to change the value of these two:



#TEXT_TITLE

#TEXT_CREATION_DATE

The real value of these labels is inside a table in the TRANSLATIONS sheet (now we are in REPORT sheet).

We suggest to copy and paste these labels in notepad to remember them before going to TRANSLATIONS.

Now, let's see translations sheet.

1	TEXT TRANSLATIONS		
2	TAGS	ENGLISH	SPANISH
3	#TEXT_SYSTEM_NUMBER	System Number:	NÚMERO SISTEMA
4	#TEXT_TITLE	KEY CODE LIST TOTAL	LISTA TOTAL CÓDIGOS LLAVE
5	#TEXT_KEYNAME	KEY NAME	NOMBRE LLAVE
6	#TEXT_KEYMARKING	KEY MARKING	MARCA LLAVE
7	#TEXT_KEYSTATUS	KEY STATUS	ESTADO LLAVE
8	#TEXT_KEYTYPE	KEY TYPE	TIPO LLAVE
9	#TEXT_SYSTEM_CASE	SYSTEM CASE	CASO SISTEMA
10	#TEXT_KEYCODE	KEY CODE	CODIGO LLAVE
11	#TEXT_CUSTOMERNUMBER	Cust. No:	CLI. NUM:
12	#TEXT_CUSTOMERNAME	Customer:	CLIENTE:
13	#TEXT_CREATIONDATE	Date:	Fecha
14	#TEXT_SYSTEMPROJECT	Project	Proyecto
15	#TEXT_SYSTEMCASE	Case No:	Caso Núm:
16	#TEXT_SYSTEMINIT	Init:	Init:
17	#TEXT_COMPANY_NAME	COMPANY NAME	NOMBRE COMPAÑÍA
18	#TEXT_POWERED	POWERED BY SUPERLOCK	DESARROLLADO POR SUPERLOCK
19	#TEXT_KEYDELIVERED2	CURRENT QTY.	ENVIADAS CANT.


To edit the text simply we have to find it in the first column (TAGS) and then, replace the texts of the next columns:

1	TEXT TRANSLATIONS		
2	TAGS	ENGLISH	SPANISH
3	#TEXT_SYSTEM_NUMBER	System Number:	NÚMERO SISTEMA
4	#TEXT_TITLE	LIST OF KEYS	LISTA DE LLAVES
5	#TEXT_KEYNAME	KEY NAME	NOMBRE LLAVE
6	#TEXT_KEYMARKING	KEY MARKING	MARCA LLAVE
7	#TEXT_KEYSTATUS	KEY STATUS	ESTADO LLAVE
8	#TEXT_KEYTYPE	KEY TYPE	TIPO LLAVE
9	#TEXT_SYSTEM_CASE	SYSTEM CASE	CASO SISTEMA
10	#TEXT_KEYCODE	KEY CODE	CODIGO LLAVE
11	#TEXT_CUSTOMERNUMBER	Cust. No:	CLI. NUM:
12	#TEXT_CUSTOMERNAME	Customer:	CLIENTE:
13	#TEXT_CREATIONDATE	CREATION DATE	FECHA CREACIÓN
14	#TEXT_SYSTEMPROJECT	Project	Proyecto
15	#TEXT_SYSTEMCASE	Case No:	Caso Núm:
16	#TEXT_SYSTEMINIT	Init:	Init:
17	#TEXT_COMPANY_NAME	COMPANY NAME	NOMBRE COMPAÑÍA
18	#TEXT_POWERED	POWERED BY SUPERLOCK	DESARROLLADO POR SUPERLOCK
19	#TEXT_KEYDELIVERED2	CURRENT QTY.	ENVIADAS CANT.

And that's all.

Like we've done before (in "First time template Edition" chapter of this manual)

1. Save changes and close file.
2. Go to Superlock, delete the previous template and Import the template file.
3. Open system -> go to Keys -> Print/Export Keys -> Select the template -> OK -> Define File Name and Folder.

A		B		C	D	E	F	G	H	I
		LIST OF KEYS						Page : 1		
		Cust. No: X09		Project: Calc test		Customer: John Smith Inc.		Case No: Case nr 11		
number 1		CREATION DATE: 24/04/2018		Init:		System Number: TST001				

The resulting report header should have the texts modifications; in our case, different title and CREATION DATE field (instead of Date).

Change a field in the page header

Now, let's make these changes to template:

- Delete the Init field, merge cells, and put a new description text labeled as #TEXT_DESCRIPTION
- Change the field #CUSTOMER_NUMBER to #COMPANY_NAME
- And the label related to field, #TEXT_CUSTOMERNUMBER ,to #TEXT_COMPANYNAME

Fórmula: #TEXT_COMPANYNAME																			
A		B		C		D		E		F		G		H		I		J	
#SEC_PAGEHEADER	#XLOGO	#TEXT_TITLE						#TEXT_PAGENUMBER		#XPA									
		#TEXT_COMPANYNAME #COMPANY_NAME		#TEXT_SYSTEMPROJECT #SYSTEM_PROJECT		#TEXT_SYSTEMCASE #SYSTEM_CASE		#TEXT_DESCRIPTION											
#LOCKTYPE_NAME		#TEXT_SYSTEM_NUMBER		#SYSTEM_NUMBER															
#SEC_HEADER																			
#SEC_KEY:HEADER	#TEXT	#TEXT_KEYNAME	#TEXT_KEYMAR	#TEXT_KEYALTN	#TEXT_KEYI	#TEXT_	#TEXT_KEYPR	#TEXT_KEYCODE											
#SEC_KEY:DETAIL	#KEY	#KEY_NAME	#KEY_MARKING	#KEY_ALT_MAR	#KEY_DELI	#KEY_	#KEY_PROFIL	#KEY_CODE											
#SEC_KEY:FOOTER																			
#SEC_PAGEFOOTER	#TEXT_POWERED																		

First, we put the new #TEXT_DESCRIPTION row in the table of the sheet TRANSLATIONS.

A27		
A	B	C
TEXT TRANSLATIONS		
TAGS	ENGLISH	SPANISH
#TEXT_SYSTEM_NUMBER	System Number:	NÚMERO SISTEMA
#TEXT_TITLE	KEY CODE LIST TOTAL	LISTA TOTAL CÓDIGOS LLAVE
#TEXT_KEYNAME	KEY NAME	NOMBRE LLAVE
#TEXT_KEYMARKING	KEY MARKING	MARCA LLAVE
#TEXT_KEYSTATUS	KEY STATUS	ESTADO LLAVE
#TEXT_KEYTYPE	KEY TYPE	TIPO LLAVE
#TEXT_SYSTEM_CASE	SYSTEM CASE	CASO SISTEMA
#TEXT_KEYCODE	KEY CODE	CODIGO LLAVE
#TEXT_CUSTOMERNUMBER	Cust. No:	CLI. NUM:
#TEXT_CUSTOMERNNAME	Customer:	CLIENTE:
#TEXT_CREATIONDATE	Date:	Fecha
#TEXT_SYSTEMPROJECT	Project	Proyecto
#TEXT_SYSTEMCASE	Case No:	Caso Núm:
#TEXT_SYSTEMINIT	Init:	Init:
#TEXT_COMPANYNAME	Company name	Nombre compañía
#TEXT_POWERED	POWERED BY SUPERLOCK	DESARROLLADO POR SUPERLOCK
#TEXT_KEYDELIVERED2	CURRENT QTY.	ENVIADAS CANT.
#TEXT_KEYORDERED2	ORDERED	PEDIDAS
#TEXT_KEYALTMARKING	ALT.MARKING	MARCAS ALT.
#TEXT_KEYPROFILE	PROFILE	PERFIL
#TEXT_KEYDELIVERED	DELIVERY	ENVIADAS
#TEXT_KEYORDERED	ORDER	PEDIDAS
#TEXT_KEY_POSITION	POS.	POS.
#TEXT_PAGENUMBER	Page :	Página :
#TEXT_DESCRIPTION	Key codes report by A2	Informe códigos de llaves por A2

REPORT FIELDLIST INFO **TRANSLATIONS**

Recuento: 3

To know if a field is available, we have to search if it exists in the field list specifications document.

In our case, we found this field, so it will be generated in the report.

#COMPANY_NAME	Name of the company specified in the Superlock Company Data information
---------------	---

Finally, let's import file and generate a report.


We can see that the field and text has been updated successfully; now it shows the company name instead of customer number; and a description instead of Init:

Excel List Keys20180427153025.pdf - Adobe Acrobat Reader DC

Archivo Edición Ver Ventana Ayuda

Inicio Herramientas Excel List Keys2018... x

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KEY CODE LIST TOTAL

Company name Company Name

Customer: John Smith Inc.

Date: 24/04/2018

Page : 1

Project Calc test

Case No: Case nr 11

Key codes report by A2

number 1 **System Number: TST001**

POS.	KEY NAME	KEY MARKING	ALT.MARKING	DELIVERY	ORDER	PROFILE	KEY CODE
1	KeyName 1	Marking 1		0	1		4 5 3 4 6
2	KeyName 2	Marking 2		0	1		6 5 3 4 6
3	KeyName 3	Marking 3		0	1		8 5 3 4 6
4	KeyName 4	Marking 4		0	1		6 1 5 4 6
5	KeyName 5	Marking 5		0	1		6 3 5 4 6
6	KeyName 6	Marking 6		0	1		6 7 5 4 6
7	KeyName 7	Marking 7		0	1		8 3 5 4 6
8	KeyName 8	Marking 8		0	1		8 7 5 4 6
9	KeyName 9	Marking 9		0	1		8 9 5 4 6

POWERED BY SUPERLOCK

Change visible table fields

In this example we want:

1. Delete Key Alt. Marking field
2. Readjust the table to give Name field more width. In this case it's a good idea to merge two columns (the name and the old column).

#SEC_PAGEHEADER	#XLOGO	#TEXT_TITLE				#TEXT_PAGENUMBER	
		TEXT_COMPANYNAME	#COMPANY_NAME	#TEXT_SYSTEMPROJECT	#SYSTEM_PROJECT		
		TEXT_CUSTOMERNAME	#CUSTOMER_NAME	#TEXT_SYSTEMCASE	#SYSTEM_CASE		
		TEXT_CREATIONDATE	#SYSTEM_CREATION_DATE	#TEXT_DESCRIPTION			
#LOCKTYPE_NAME		#TEXT_SYSTEM_NUMBER			#SYSTEM_NUMBER		
#SEC_KEY:HEADER	#TEXT	#TEXT_KEYNAME	#TEXT_KEYMARK	#TEXT_KEYALT	#TEXT_KEYDEL	#TEXT_KEYPR	#TEXT_KEYCODE
#SEC_KEY:DETAIL	#KEY	#KEY_NAME	#KEY_MARKING	#KEY_ALT_MARKING	#KEY_DELIVERY	#KEY_PROFILE	#KEY_CODE

The template should look like this:

#SEC_PAGEHEADER	#XLOGO	#TEXT_TITLE				#TEXT_PAGENUMBER
		TEXT_COMPANYNAME	#COMPANY_NAME	#TEXT_SYSTEMPROJECT	#SYSTEM_PROJECT	
		TEXT_CUSTOMERNAME	#CUSTOMER_NAME	#TEXT_SYSTEMCASE	#SYSTEM_CASE	
		TEXT_CREATIONDATE	#SYSTEM_CREATION_DATE	#TEXT_DESCRIPTION		
#LOCKTYPE_NAME		#TEXT_SYSTEM_NUMBER			#SYSTEM_NUMBER	
#SEC_KEY:HEADER	#TEXT	#TEXT_KEYNAME	#TEXT_KEYMARK	#TEXT_KEYDEL	#TEXT_KEYPR	#TEXT_KEYCODE
#SEC_KEY:DETAIL	#KEY	#KEY_NAME	#KEY_MARKING	#KEY_DELIVERY	#KEY_PROFILE	#KEY_CODE

And the generated report looks like this:

POS.	KEY NAME	KEY MARKING	DELIVERY	ORDER	PROFILE	KEY CODE
1	KeyName 1	Marking 1	0	1		4 5 3 4 6
2	KeyName 2	Marking 2	0	1		6 5 3 4 6
3	KeyName 3	Marking 3	0	1		8 5 3 4 6
4	KeyName 4	Marking 4	0	1		6 1 5 4 6
5	KeyName 5	Marking 5	0	1		6 3 5 4 6
6	KeyName 6	Marking 6	0	1		6 7 5 4 6
7	KeyName 7	Marking 7	0	1		8 3 5 4 6
8	KeyName 8	Marking 8	0	1		8 7 5 4 6
9	KeyName 9	Marking 9	0	1		8 9 5 4 6

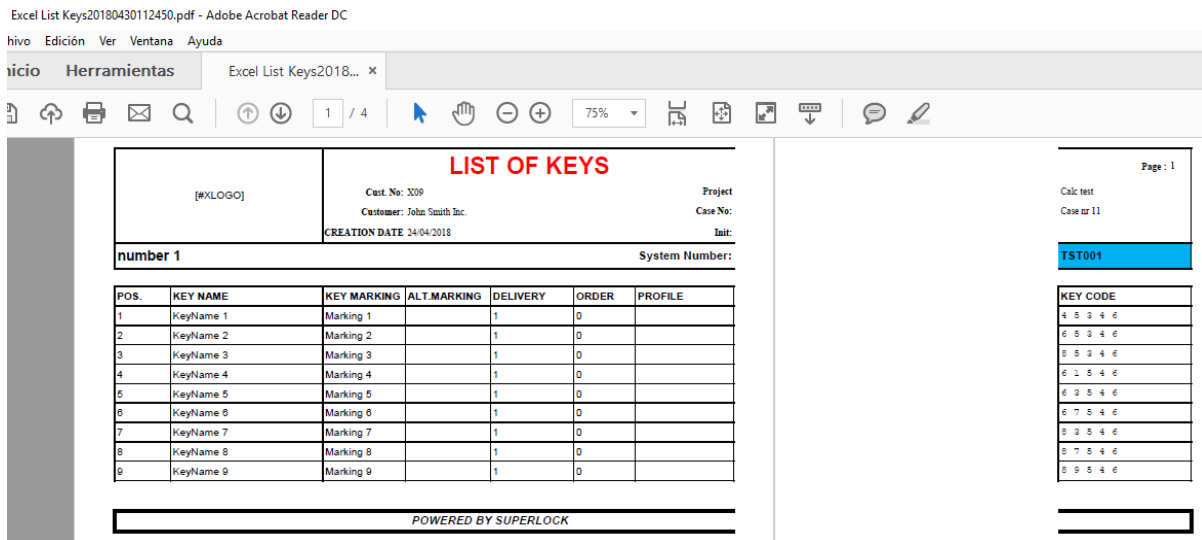
Warning about resizing columns width

Cell text alignment and distribution is defined by Excel styles.

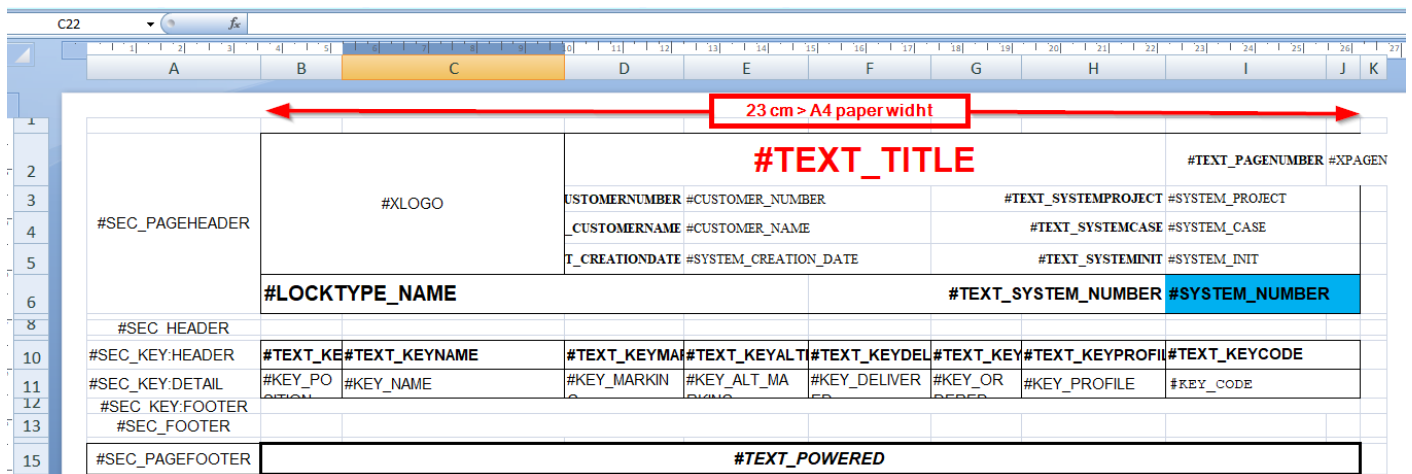
The width of the cells is not resizable automatically; it's the same as defined in the report styles.

About columns width

Note that if the **total width of the columns of the report** is greater than the **page width** (the first column with sections doesn't count) generated report will be **divided over 2 pages**; and that is not a good result:



That screenshot is the resulting report of this template:



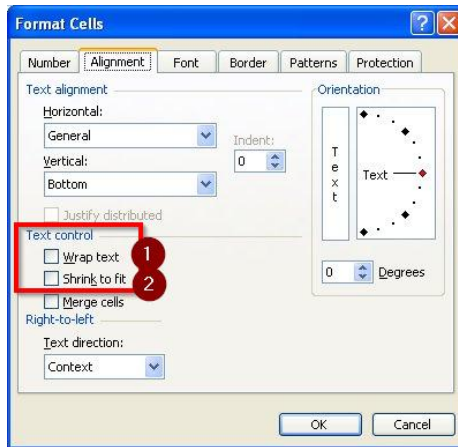
The width of all the columns is 23cm, greater than the page width; that in this case is:

$$\text{Page width} = \text{A4 width size} - \text{Page Left margin} - \text{page Right Margin} = 21 - 0.5 - 0.5 = 20\text{cm}$$

So to avoid this problem the width has to be smaller than 20 cm

About cell text width

If there is a cell text that is grater there are two options that you can choose to manage this: **Wrap text (1)** or **Shrink fit (2)**. To view and change these options, go to: **Select cell/s -> right click -> Format -> Alignment**



Wrap text means that the cell text will be represented in multiple lines.

Shrink to fit means that the text font will be reduced until the texts fits into cell.

Edit table fields

In this case, we want to go to a cylinders report; and replace the field #CYL_PROFILE to, and #CYL_ALTMARKING to #CYL_STATUS; and also their labels in table header. We can resize columns if we need it.

The original report generated is this:

CYLINDERS CHECK LIST					Page : 1
CUSTOMER NR X09		PROJECT Calc test			
CUSTOMER John Smith Inc.		CASE NR Case nr 11			
DATE 24/04/2018		INIT			
SYSTEMNUMBER TST001					
MARKING	DELIVERY ORDER	PROFILE	ALT.MARKING		
Marking 1	1	0	0		
					4 1 3 4 6 6 5 5
MARKING	DELIVERY ORDER	PROFILE	ALT.MARKING		
Marking 2	1	0	0		
					4 3 3 4 6 6 5 5
MARKING	DELIVERY ORDER	PROFILE	ALT.MARKING		
Marking 3	1	0	0		
					4 5 3 4 6 6 7 5

Now, let's edit the template:

	A	B	C	D	E	F	G	H	I	
1				#TEXT_TITLE				#TEXT_PAGENUMBER	#XPAC	
2				OMERNUMBER	#CUSTOMER_NUMBER	_SYSTEMPROJECT	#SYSTEM_PROJECT			
3	#SEC_PAGEHEADER		#XLOGO	USTOMERNAME	#CUSTOMER_NAME	TEXT_SYSTEMCASE	#SYSTEM_CASE			
4				CREATIONDATE	#SYSTEM_CREATION	TEXT_SYSTEMINIT	#SYSTEM_INIT			
5			#LOCKTYPE_NAME			_SYSTEM_NUMBER	#SYSTEM_NUMBER			
8	#SEC_CYL-HEADER	#TEXT1	#TEXT_CYLNAME	#TEXT_CYLMA	#TEXT_CYL	#TEXT	#TEXT_CYLPROF	#TEXT_CYLALTMARKING		
9		#CYL_	#CYL_NAME	#CYL_MARKIN	#CYL DELI	#CYL_C	#CYL PROFILE	#CYL ALT MARKING		
11	#SEC_CYL-DETAIL								#CYL_CODES	
13	#SEC FOOTER									
14	#SEC_PAGEFOOTER			#TEXT_POWERED						

Let's check the field list specifications document to put the fields:

#CYL_STATUS	Status of the cylinder
#CYL_TYPE	Type of the cylinder

And the translation sheet to put the texts:

17	#TEXT_CYLORDERED	ORDER	PEDIDO
18	#TEXT_CYLDELIVERED	DELIVERY	ENVIADO
19	#TEXT_CYLPROFILE	PROFILE	PERFIL
20	#TEXT_CYLPOSITION	POS.	POS.
21	#TEXT_CYLCODES	CODES	CODES
22	#TEXT_CYLALTMARKING	ALT.MARKING	ALT.MARKING
23	#TEXT_PAGENUMBER	Page :	Página :
24	#TEXT_CYLSTATUS	STATUS	ESTADO
25	#TEXT_CYLTYPE	TYPE	TIPO
26			
27			

Now, let's import the template changes and print the report to see the changes.

The generated report sheet should look like this:

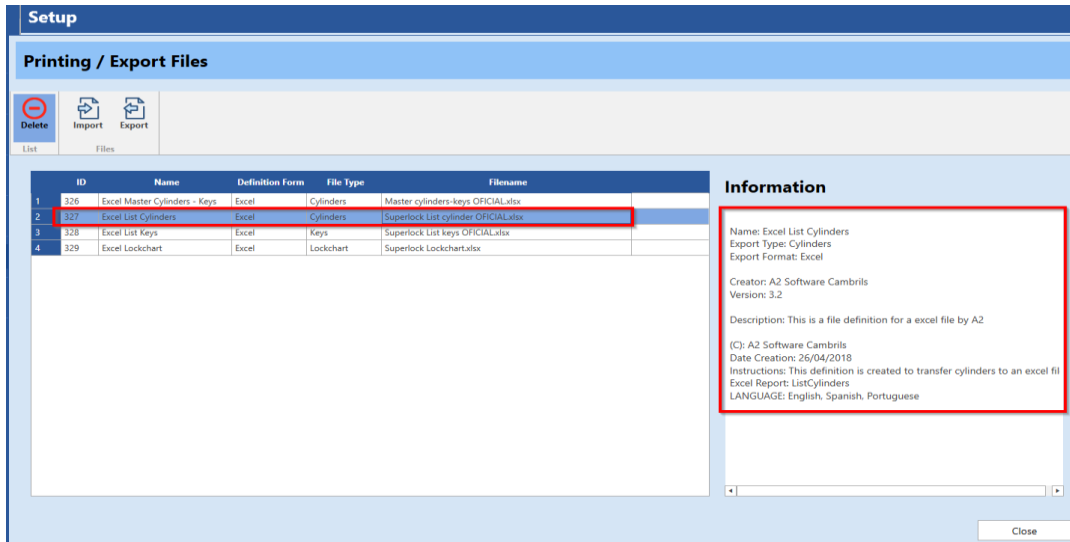
CYLINDERS CHECK LIST					Page : 1
CUSTOMER NR X09		PROJECT Calc test			
CUSTOMER John Smith Inc.		CASE NR Case nr 11			
DATE 24/04/2018		INIT			
SYSTEM NUMBER TST001					
MARKING	DELIVERY	ORDER	TYPE	STATUS	
Marking 1	1	0	Single	None	
					4 1 3 4 6 6 5 5
MARKING	DELIVERY	ORDER	TYPE	STATUS	
Marking 2	1	0	Single	None	
					4 3 3 4 6 6 5 5
MARKING	DELIVERY	ORDER	TYPE	STATUS	
Marking 3	1	0	Single	None	
					4 5 3 4 6 6 7 5

Note that if we try to put KEY values in a cylinder type report the generation can fail.

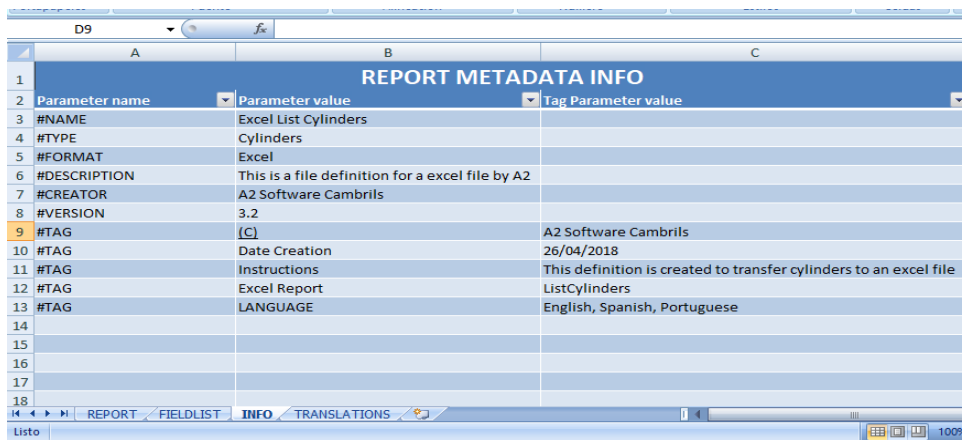
Update template version and other metadata info

To manage multiple templates of the same type (multiple cylinder reports) it's very useful to define metadata info: like the version, description, type of report, author etc...

In Superlock, we can see this info in Setup -> Printing /Export Files, and also when select a report template before generating the report.



In the template, we can view and edit these fields in INFO sheet.



Let's change the values #VERSION, #TAG Date Creation, #TAG Instructions, and add the #TAG Date Update.

	A	B	C
1	REPORT METADATA INFO		
2	Parameter name	Parameter value	Tag Parameter value
3	#NAME	Excel List Cylinders	
4	#TYPE	Cylinders	
5	#FORMAT	Excel	
6	#DESCRIPTION	This is a file definition for a excel file by A2	
7	#CREATOR	A2 Software Cambrils	
8	#VERSION	3.3	
9	#TAG	(C)	A2 Software Cambrils
10	#TAG	Date Creation	22/04/2018
11	#TAG	Instructions	Transfer cylinders to an excel file
12	#TAG	Excel Report	ListCylinders
13	#TAG	LANGUAGE	English, Spanish, Portuguese
14	#TAG	Date Update	29/04/2018
15			
16			
17			
18			

Now, we will import the template in Superlock to see how the metadata has changed when we select the imported template.

In Setup:

Printing / Export Files

Delete
 Import
 Export

List
Files

ID	Name	Definition Form	File Type	Filename
326	Excel Master Cylinders - Keys	Excel	Cylinders	Master cylinders-keys OFICIAL.xlsx
327	Excel List Cylinders	Excel	Cylinders	Superlock List cylinder OFICIAL.xlsx
328	Excel List Keys	Excel	Keys	Superlock List keys OFICIAL.xlsx
329	Excel Lockchart	Excel	Lockchart	Superlock Lockchart.xlsx
338	Excel List Cylinders	Excel	Cylinders	Superlock List cylinder OFICIAL.xlsx

Information

Name: Excel List Cylinders
 Export Type: Cylinders
 Export Format: Excel

Creator: A2 Software Cambrils
 Version: 3.3

Description: This is a file definition for a excel file by A2

(C): A2 Software Cambrils
 Date Creation: 22/04/2018
 Instructions: Transfer cylinders to an excel file
 Excel Report: ListCylinders
 LANGUAGE: English, Spanish, Portuguese
 Date Update: 29/04/2018

Close

In Print/Export Cylinders:

TST001 - Superlock II

NEW
ADMINISTRATION
LOCK TECHNICAL
KEYS
CYLINDERS
LOCK CHART
CALCULATION

Cylinder List

ID	Cylinder Status
1	Single (C)
2	Single (C)
3	Single (C)
4	Single (C)
5	Single (C)
6	Single (C)

Select Cylinder Export File

ID	Name	Definition Form	File Type	Filename
326	Excel Master Cylinders - Keys	Excel	Cylinders	Master cylinders-keys OFICIAL.xlsx
338	Excel List Cylinders	Excel	Cylinders	Superlock List cylinder OFICIAL.xlsx

Information

Name: Excel List Cylinders
 Export Type: Cylinders
 Export Format: Excel

Creator: A2 Software Cambrils
 Version: 3.3

Description: This is a file definition for a excel file by A2

(C): A2 Software Cambrils
 Date Creation: 22/04/2018
 Instructions: Transfer cylinders to an excel file
 Excel Report: ListCylinders
 LANGUAGE: English, Spanish, Portuguese
 Date Update: 29/04/2018

Edit Cylinder-Keys nested table

We will see that the editing procedure of cylinders and the keys that access them is the same as other templates.

Let's see the template:

	A	B	C	D	E	F	G	H	I
1				#TEXT_TITLE				#TEXT_PAGENUMBER	#XP.
2			#XLOGO	OMERNUMBER	#CUSTOMER_NUMBER	SYSTEMPROJECT		#SYSTEM_PROJECT	
3	#SEC_PAGEHEADER			USTOMERNAME	#CUSTOMER_NAME	IT_SYSTEMCASE		#SYSTEM_CASE	
4				CREATIONDATE	#SYSTEM_CREATION_DXT	SYSTEMINIT		#SYSTEM_INIT	
5			#LOCKTYPE_NAME				STEM_NUMBER	#SYSTEM_NUMBER	
6	#SEC HEADER								
9	#SEC_CYL:HEADER	#TEX	#TEXT_CYLNAME	#TEXT_CYLMA	#TEXT_CYL	#TEXT_C	#TEXT_CYLPR	#TEXT_CYLALTMARKIN	
10		#CYL	#CYL_NAME	#CYL_MARKIN	#CYL_DELIV	#CYL_OR	#CYL_PROFILE	#CYL_ALT_MARKING	
11	#SEC_CYL:DETAIL							#CYL_CODES	
12									
13									
14	#SEC_KEY:SUBHEADER		#TEXT_KEYNAME	#TEXT_KEYMA	#TEXT_KEY	#TEXT_K	#TEXT_KEYPR	#TEXT_KEYCODE	
15	#SEC_KEY:SUBDETAIL		#KEY_NAME	#KEY_MARKIN	#KEY_DELIV	#KEY_OR	#KEY_PROFILE	#KEY_CODE	
16	#SEC_KEY:SUBFOOTER								
17	#SEC FOOTER								
18	#SEC_PAGEFOOTER			#TEXT_POWERED					
19									

Now, let's do some changes:


- Change Cylinder Alt_marking to Status
- Change Key_order to Key_type.
- Put colors on system_number, cyl_codes and key_code.

The labels of these fields should be defined.

	A	B	C	D	E	F	G	H	I
1				#TEXT_TITLE				#TEXT_PAGENUMBER	#XP.
2			#XLOGO	OMERNUMBER	#CUSTOMER_NUMBER	SYSTEMPROJECT		#SYSTEM_PROJECT	
3	#SEC_PAGEHEADER			USTOMERNAME	#CUSTOMER_NAME	IT_SYSTEMCASE		#SYSTEM_CASE	
4				CREATIONDATE	#SYSTEM_CREATION_DXT	SYSTEMINIT		#SYSTEM_INIT	
5			#LOCKTYPE_NAME				STEM_NUMBER	#SYSTEM_NUMBER	
6	#SEC HEADER								
9	#SEC_CYL:HEADER	#TEX	#TEXT_CYLNAME	#TEXT_CYLMA	#TEXT_CYL	#TEXT_C	#TEXT_CYLPR	#TEXT_CYLSTATUS	
10		#CYL	#CYL_NAME	#CYL_MARKIN	#CYL_DELIV	#CYL_OR	#CYL_PROFILE	#CYL STATUS	
11	#SEC_CYL:DETAIL							#CYL_CODES	
12									
13									
14	#SEC_KEY:SUBHEADER		#TEXT_KEYNAME	#TEXT_KEYMA	#TEXT_KEY	#TEXT_K	#TEXT_KEYPR	#TEXT_KEYCODE	
15	#SEC_KEY:SUBDETAIL		#KEY_NAME	#KEY_MARKIN	#KEY_DELIV	#KEY_TY	#KEY_PROFILE	#KEY_CODE	
16	#SEC_KEY:SUBFOOTER								
17	#SEC FOOTER								
18	#SEC_PAGEFOOTER			#TEXT_POWERED					

Now, like we've done in other examples, let's generate the report, in Spanish in this case.

The report result is like this:

		CYLINDER/KEY CHECK LIST				Página : 1
CLIENTE NUM X09		PROYECTO Calc test				
CLIENTE John Smith Inc.		CASO NUM Case nr 11				
FECHA 24/04/2018		INIT				
number 1				NÚM. SISTEMA TST001		
POS.	NOMBRE DE CILINDRO	MARCA CILINDRO	ENVIADO	PEDIDO	PERFIL	ESTADO
1	CylName 1	Marking 1	1	0	0	None
						4 1 3 4 6 6 5 5
NOMBRE LLAVE		MARCA LLAVE	ENVIADAS	TIPO LLA	PERFIL	CODIGO LLAVE
KeyName 1		Marking 1	1	Master		4 5 3 4 6
KeyName 2		Marking 2	1	Group		6 5 3 4 6
KeyName 4		Marking 4	1	Single		6 1 5 4 6
POS.	NOMBRE DE CILINDRO	MARCA CILINDRO	ENVIADO	PEDIDO	PERFIL	ESTADO
2	CylName 2	Marking 2	1	0	0	None
						4 3 3 4 6 6 5 5
NOMBRE LLAVE		MARCA LLAVE	ENVIADAS	TIPO LLA	PERFIL	CODIGO LLAVE
KeyName 1		Marking 1	1	Master		4 5 3 4 6
KeyName 2		Marking 2	1	Group		6 5 3 4 6
KeyName 5		Marking 5	1	Single		6 3 5 4 6
POS.	NOMBRE DE CILINDRO	MARCA CILINDRO	ENVIADO	PEDIDO	PERFIL	ESTADO
3	CylName 3	Marking 3	1	0	0	None
						4 5 3 4 6 6 7 5
NOMBRE LLAVE		MARCA LLAVE	ENVIADAS	TIPO LLA	PERFIL	CODIGO LLAVE
KeyName 1		Marking 1	1	Master		4 5 3 4 6
KeyName 2		Marking 2	1	Group		6 5 3 4 6
KeyName 6		Marking 6	1	Single		6 7 5 4 6

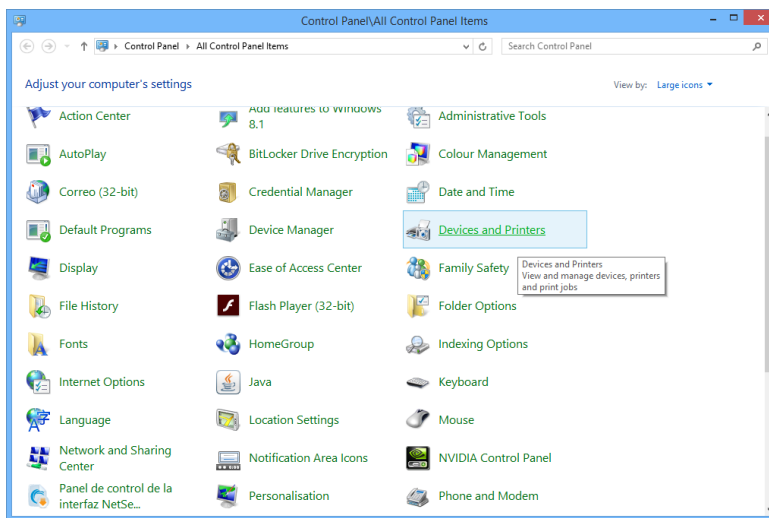
Label printing

With the Superlock you can also print labels for putting on key and cylinder boxes, for example. These label can be printed in a single row and, of course, have a very different paper dimension, compared to regular reports. Also they have their own special printer. So there are a few steps to follow when making labels.

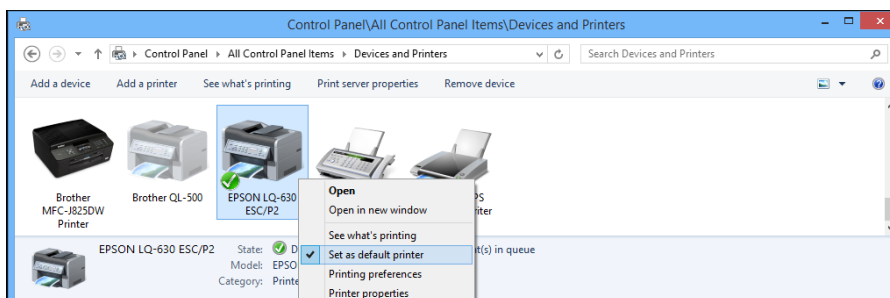
Step 1

Select the label printer as the default printer in Windows.

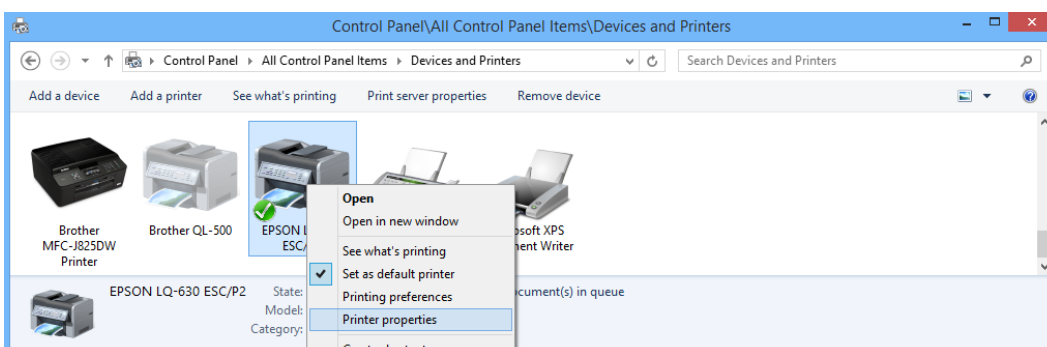
- Open Windows Control Panel
- Search and click “Devices and Printers”



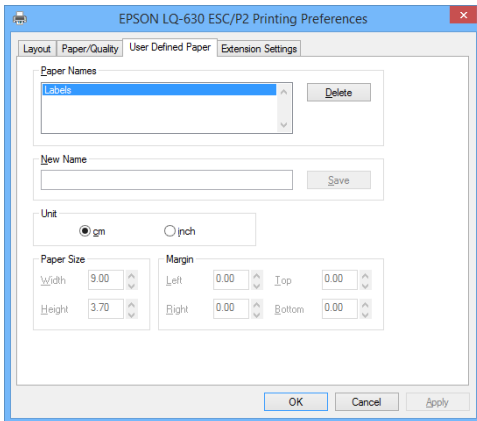
- Right click over your label printer and select it as the default printer



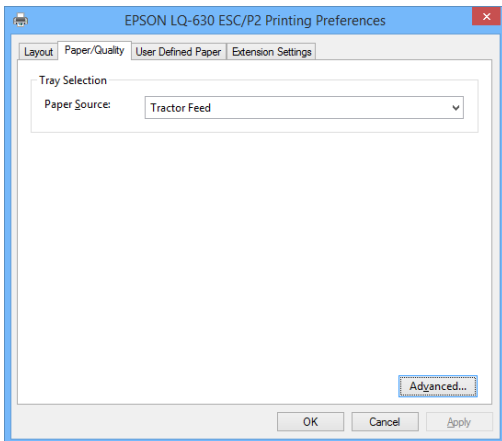
- Right click again over your printer and open 'Printing preferences'



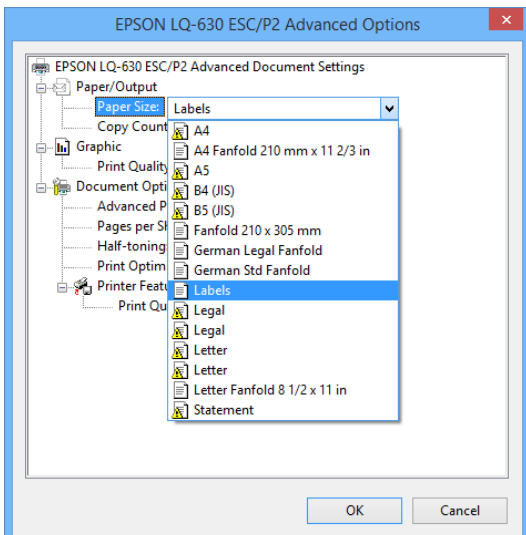
- If your custom paper label size is not present, create a profile and select it



- In Paper/Quality select Advanced



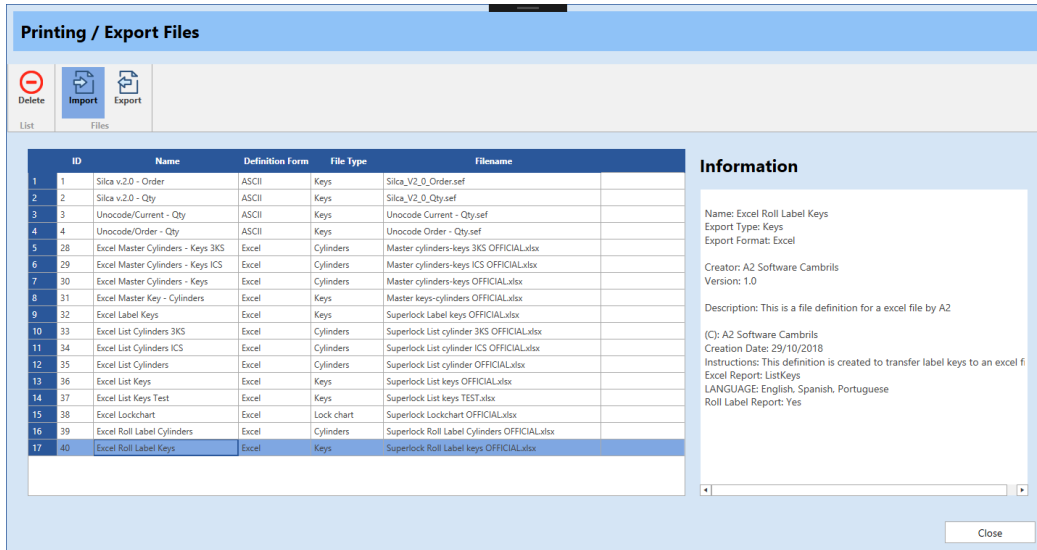
- In Paper Size choose your custom size.



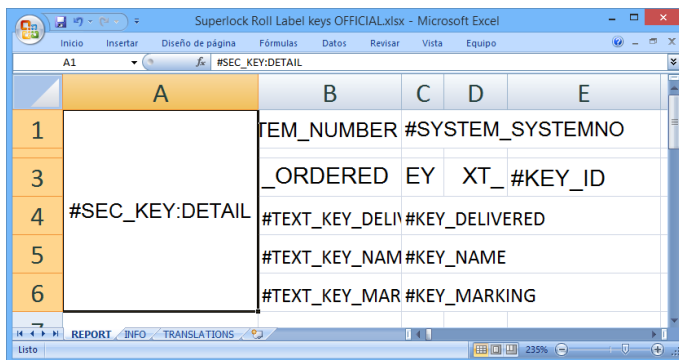
Step 2

Start Superlock II and navigate to Setup section and enter Print / Export Files.

- Import the Excel Roll Label files into 'Printing/Export Files' if was required



- You can create your own label report using the definitions of your choice from keys or cylinders list



Step 3

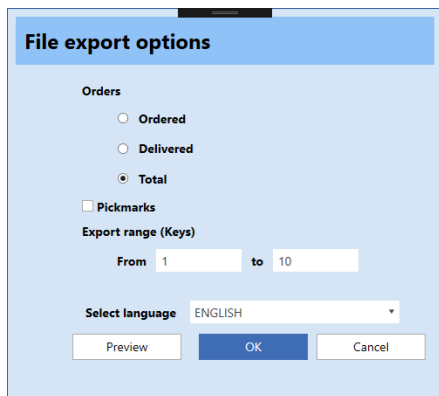
Open a system and Print/Export in any Cylinders or Keys section.

Step 4

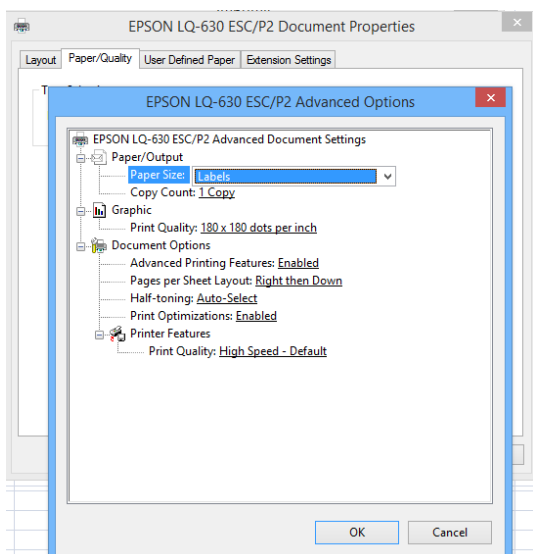
Select the imported Excel label file and hit OK.

In case there is no matching paper size:

- If in the preview it shows a non-matching label size, re-launch the report generation, using OK button for opening the Excel app.



- Inside Excel, we have much more control to force the selection of the right label size.
- Go to Print, Properties, Paper/Quality and select your default orientation / paper size. For example, the custom size for labels you may have created in the setting as default section of this explanation.



- Click on the Preview button to begin generating labels like this:

