

WHALETEQ

UDiBar

UDI Generator & Label Management System

User Manual

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Software version 2.22.5.0

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WhaleTeq Co. LTD

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Contents

1	Product Introduction.....	10
2	Installation Preparation.....	11
2.1	System Requirement.....	11
2.2	Hardware Requirement.....	11
2.3	Installing Microsoft .Net Framework 4.7.2 through WhaleTeq device at the first time	12
3	Notifications before using UDiBar	13
3.1	Product Packaging Information.....	13
3.2	Application Form and Payment	13
3.3	Regulatory Documents.....	13
3.4	Applying for GS1 Prefix	13
3.5	Administrator Account and Password.....	14
4	MySQL Database Installation and Setting.....	15
4.1	Open UDiBar MySQL Installer File.....	15
4.2	MySQL-installer-web-community Installation.....	116
5	MySQL User and Schema Establishment.....	23
5.1	Establish MySQL Connection	23
5.2	Establish MySQL User	25
5.3	Establish MySQL Schema.....	26

5.4	Add udidb schema table.....	28
6	UDiBar Software Installation	31
7	UDiBar Cloud Database Work Flow	34
7.1	Company Profile.....	34
7.2	Create Sub Account.....	36
7.3	Add GS1 Prefix	39
7.4	Create Product.....	40
7.5	Pending Approval Product List.....	46
7.6	Product List	48
7.7	Customer Service Button	51
8	UDiBar Software Work Flow	52
8.1	Setting.....	52
8.1.1	Database Setting.....	52
8.1.2	Printer Setting	53
8.1.3	ERP Integration.....	56
8.2	Label Generation.....	58
8.3	Label Editing	62
8.4	Barcode Check	65
8.5	Inquiry	67
8.6	Inventory Management	70
8.6.1	List.....	70
8.6.2	Stock In	72
8.6.3	Stock out	74

8.7 Language	75
8.8 Logout.....	76
8.9 Return to Homepage	77
9 Contact Information.....	78

List of Figures

Figure 1: Administrator account confirmation letter.....	14
Figure 2: Click mysql-installer-web-community-8.0.22.0 installation...15	15
Figure 3: Allow APP to change device	16
Figure 4: Select Custom to install.....	16
Figure 5: Select MySQL Server 8.0.24 x64 and MySQL Workbench 8.0.24 x64..17	17
Figure 6: Click Execute to install.....	17
Figure 7: Complete the installation.....	18
Figure 8: MySQL connection setting (1).....	18
Figure 9: MySQL connection setting (2)	19
Figure 10: MySQL connection setting (3).....	19
Figure 11: Set MySQL password (1).....	20
Figure 12: Set MySQL password (2)	20
Figure 13: Set MySQL password (3)	21
Figure 14: Set MySQL password (4)	21
Figure 15: Set MySQL password (5)	22
Figure 16: Complete MySQL setting.....	22
Figure 17: Set MySQL connection.....	23
Figure 18: Complete MySQL connection setting.....	24
Figure 19: Enter MySQL password.....	24
Figure 20 : Add Account.....	25
Figure 21: Add User.....	25
Figure 22: Complete user setting.....	26
Figure 23: Create schema (1)	26
Figure 24: Create schema (2)	27
Figure 25: Create schema (3)	27
Figure 26: Complete schema creation.....	28
Figure 27: Set as Default Schema.....	28
Figure 28: Open SQL Script.....	29
Figure 29: Select SQL Script folder.....	29
Figure 30: Click the thunder icon to execute script.....	30

Figure 31: Click to install the executable file.....	31
Figure 32: Allow APP to change device.....	31
Figure 33: Install software (1)	32
Figure 34: Install software (2)	32
Figure 35: Install software (3)	33
Figure 36: Installation completed.....	33
Figure 37: Log in.....	34
Figure 38: Homepage.....	35
Figure 39: Enter company information.....	35
Figure 40: Enter contact information.....	36
Figure 41: Click Create Sub Account.....	36
Figure 42: Create Sub Account.....	37
Figure 43: User account activation letter	37
Figure 44: Click Add GS1 Prefix.....	39
Figure 45: Submit GS1 prefix.....	39
Figure 46: Click Create Product.....	40
Figure 47: Create Product.....	41
Figure 48: Add Package.....	42
Figure 49: Click Quick Start Template "Ear Thermometer"	43
Figure 50: Pop-up page to confirm package and PI.....	43
Figure 51: Create UOU DI.....	44
Figure 52: Fill in unit package information.....	45
Figure 53: Add Package.....	45
Figure 54: Product List.....	46
Figure 55: Click Pending Approval Product List.....	46
Figure 56: Click to view detailed information.....	47
Figure 57: Review product packaging.....	48
Figure 58: Click Product List.....	48
Figure 59: Product List.....	49
Figure 60: Customer Service Button.....	51
Figure 61: Click Setting button on the homepage.....	52
Figure 62: Update Database button.....	53
Figure 63: Printer button.....	54

Figure 64: Select a printer.....	54
Figure 65: Printer settings.....	55
Figure 66: ERP Integration Button.....	56
Figure 67: ERP setup options.....	56
Figure 68: Import csv. file.....	57
Figure 69: Opening imported file.....	57
Figure 70: Close ERP integration.....	58
Figure 71: Click Generate.....	58
Figure 72: Enter product page.....	59
Figure 73: Select package.....	59
Figure 74: Submit and Print.....	60
Figure 75: Select a print format.....	60
Figure 76: Label printing.....	61
Figure 77: Printed barcode list.....	61
Figure 78: Click Label Editor.....	62
Figure 79: Product packaging and label column.....	62
Figure 80: Adding new label and duplication.....	63
Figure 81: Authorize or preview labels.....	63
Figure 82: Label editing and other functions.....	64
Figure 83: Label editing and base image importing.....	64
Figure 84: Different levels of label authorization.....	65
Figure 85: Click Barcode Check.....	65
Figure 86: Barcode check passed.....	66
Figure 87: Barcode check failed.....	66
Figure 88: Click Inquiry.....	67
Figure 89: Query product information.....	67
Figure 90: Print barcode again.....	68
Figure 91: View product details.....	68
Figure 92: Scan barcode to verify.....	69
Figure 93: Click Inventory MGT.....	70
Figure 94: View Inventory List.....	70
Figure 95: Inventory product details (1)	71
Figure 96: Inventory product details (2).....	71

Figure 97: Inventory List.....	72
Figure 98: Stock in.....	72
Figure 99: Scan barcode to stock in.....	73
Figure 100: Switch to Inventory List page.....	74
Figure 101: Stock out.....	74
Figure 102: Scan barcode to stock out.....	75
Figure 103: Language setting.....	76
Figure 104: Logout.....	76
Figure 105: Return to homepage.....	77

1 Product Introduction

UDiBar is a unique UDI generator and label management system for medical devices created by WhaleTeq. It can establish a UDI management system that meets the requirements of QMS and ISO13485 in a short time. Its functions include automatic generation of compliant UDI barcodes (EAN13, GS1-128, Data Matrix), tracking and management of UDI labels and barcodes, and a complete database that can be viewed and traced at any time. It also provides operation instructions and 3Q validation templates. Besides, UDiBar offers correspondent format for you to submit to different national databases.

UDiBar is composed of cloud database and software. Users create UDI basic product information, packaging information, etc. on the cloud and get access to it via internal server. Then, users should download the software to conduct barcode generation, label editing, barcode checking, data inquiry and inventory management.

2 Installation Preparation

2.1 System Requirement

User PC should meet the requirements below:

- Windows PC (Microsoft Windows 10 64bits, original version is recommended)
- Microsoft .Net Framework 4.5 to latest version
- System administrator authorization (needed when installing software, activate the program and .Net Framework)
- Database software MySQL Community 8.0
- 1.5 GHz CPU or latest version
- 1GB RAM or latest version
- USB port

2.2 Hardware Requirement

In addition to the computer software, UDiBar needs to be equipped with a labeling machine and a barcode scanner. The following is the current list of devices that can be connected to UDiBar:

1. Labeling machine:
 - Windows Driver

2. Barcode scanner:
 - Support UDI barcode format

2.3 Installing Microsoft .Net Framework 4.7.2 through WhaleTeq device at the first time

Since UDiBar is developed based on Microsoft .Net Framework 4.7.2, please make sure that your operating system has installed Microsoft .Net Framework 4.7.2 or a latest version.

If your computer has not yet installed Microsoft .Net Framework 4.7.2 or a latest version, please download it from the Microsoft official website. Please click [here](#) to watch the tutorial video on how to download and install Microsoft .Net Framework (starting at 2:03).

3 Notifications before using UDiBar

3.1 Product Packaging Information

Before using UDiBar, you should sort out the product information that needs to be barcoded, so that you can quickly grasp the packaging information of all levels of the product, so that WhaleTeq can serve you more efficiently.

3.2 Application Form and Payment

Please fill in UDiBar [Application Form](#), and send it to service@whaleteq.com, WhaleTeq will contact you immediately as long as the application form and payment are confirmed.

3.3 Regulatory Documents

Apart from UDiBar, we provide you ISO 13485 UDI second and third tiered management documents and software verified 3Q (IQ/OQ/PQ) documents. Please refer to service@whaleteq.com, WhaleTeq will contact you as soon as possible.

3.4 Applying for GS1 Prefix

Before using UDiBar, users must apply for GS1 prefix on GS1 official website [GS1 \(gs1.org\)](http://gs1.org). The prefix includes country and manufacture code.

3.5 Administrator Account and Password

You will receive an email after completing [3.2 Application Form and Payment](#). Click [Activate] to start logging in as Administrator.

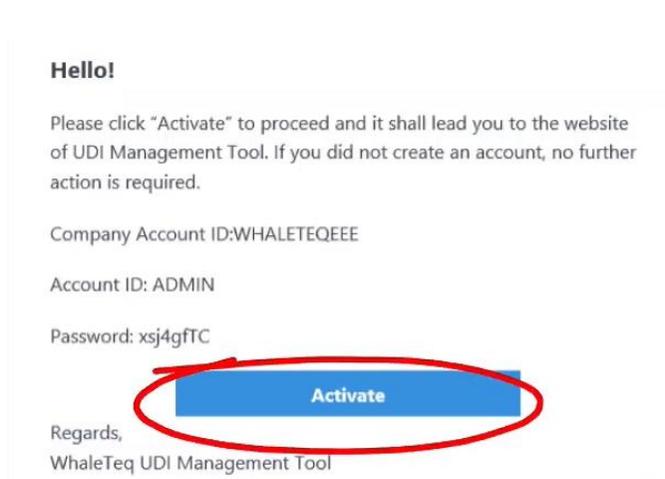


Figure 1: Administrator Account Confirmation Letter

4 MySQL Database Installation and Setting

4.1 Open UDiBar MySQL Install File

- (1) The file includes mysql-installer-web-community-8.0.22.0 and database form setting file, `udidb_image`、`udidb_label`、`udidb_product_detail`、`udidb_product_list`、`udidb_udiprint`、`udidb_udistock`、`udidb_udisubmit`, `udidb_users`. Please click `mysql-installer-web-community-8.0.22.0` to install.

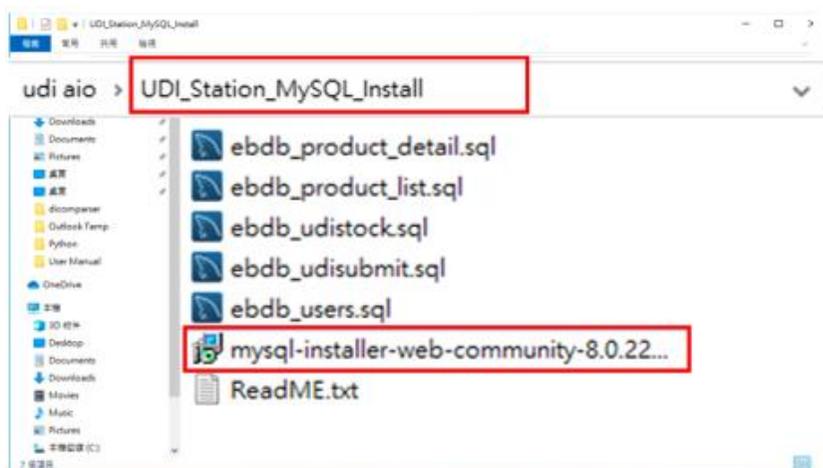


Figure 2: Click `mysql-installer-web-community-8.0.22.0` installation

4.2 MySQL-installer-web-community Installation

Follow the steps below to complete installation.

(1) Click [Yes] to allow APP to change your device.

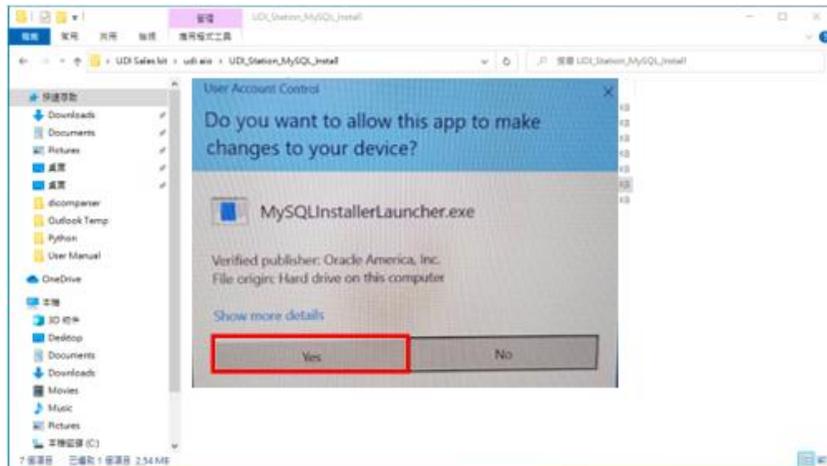


Figure 3: Allow APP to change device

(2) Select [Custom] to begin installing the database.

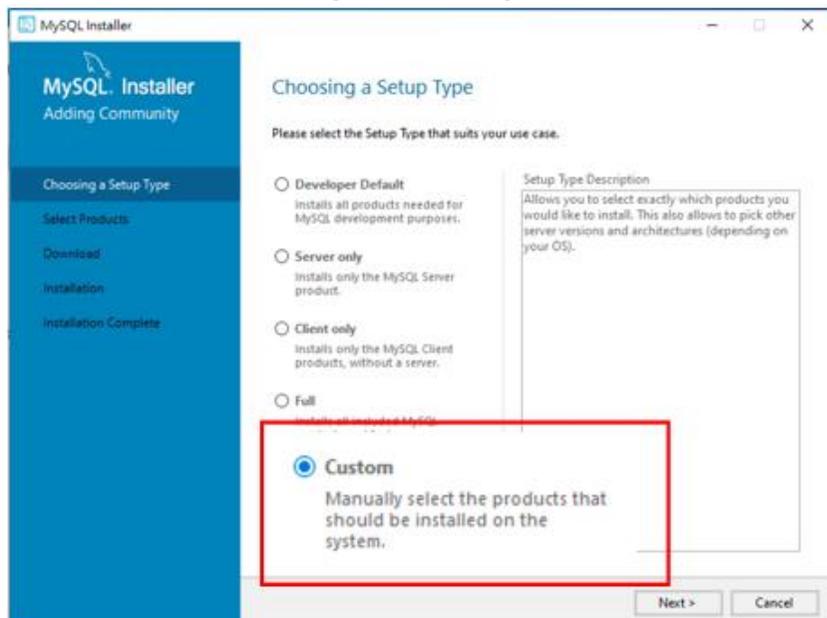


Figure 4: Select Custom to install

- (3) Select MySQL Server 8.0.24 x64 and MySQL Workbench 8.0.24 x64. Click [Next] to continue.

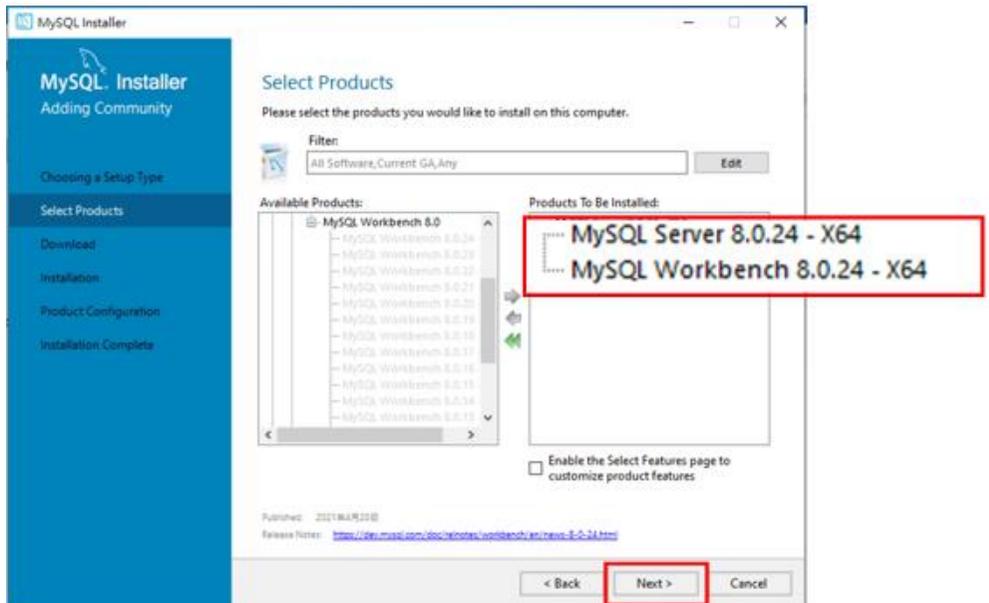


Figure 5: Select MySQL Server 8.0.24 x64 and MySQL Workbench 8.0.24 x64

- (4) After confirming it is correct, click [Execute] to install.

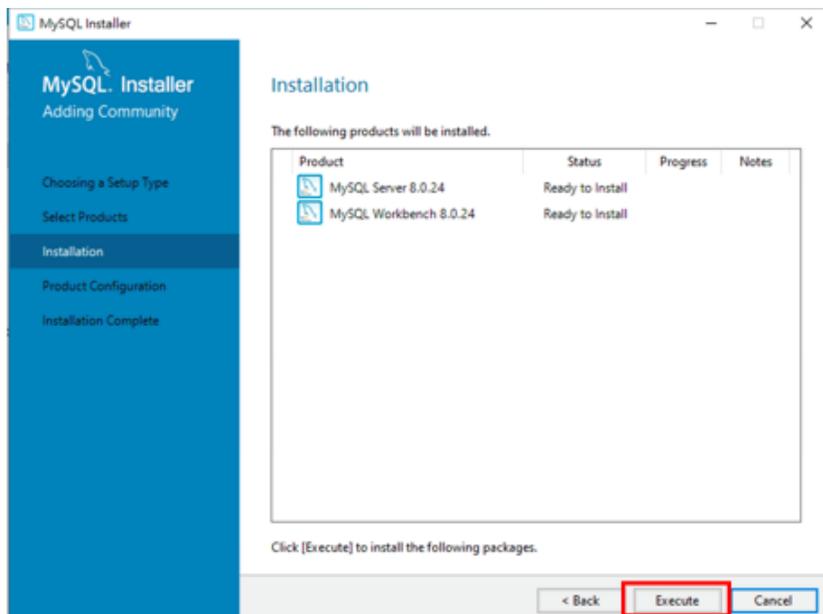


Figure 6: Click Execute to install

- (5) After installation is finished, a green check mark will appear, and Status shown as Complete. Click [Next] to continue.

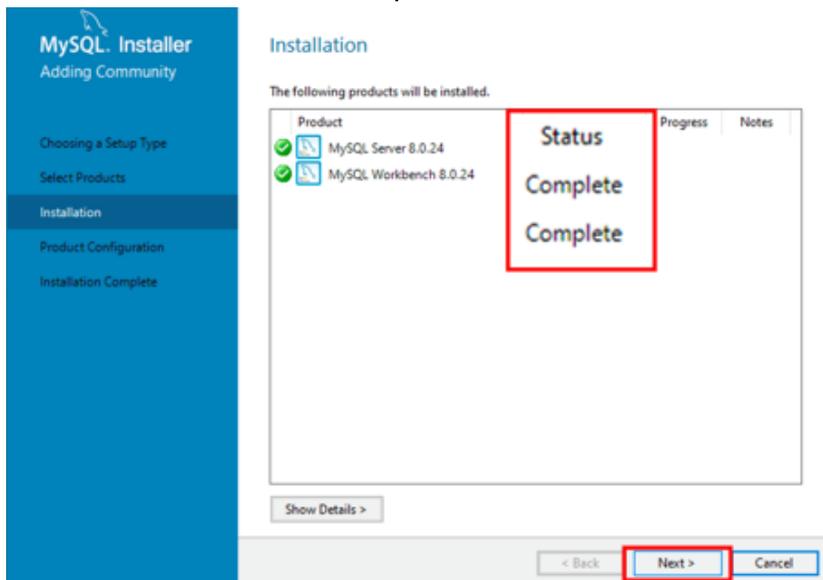


Figure 7: Complete the installation

- (6) Below shows MySQL connection setting, please make sure you follow the steps as the screenshots. If Port setting has been changed, please also update PC software.

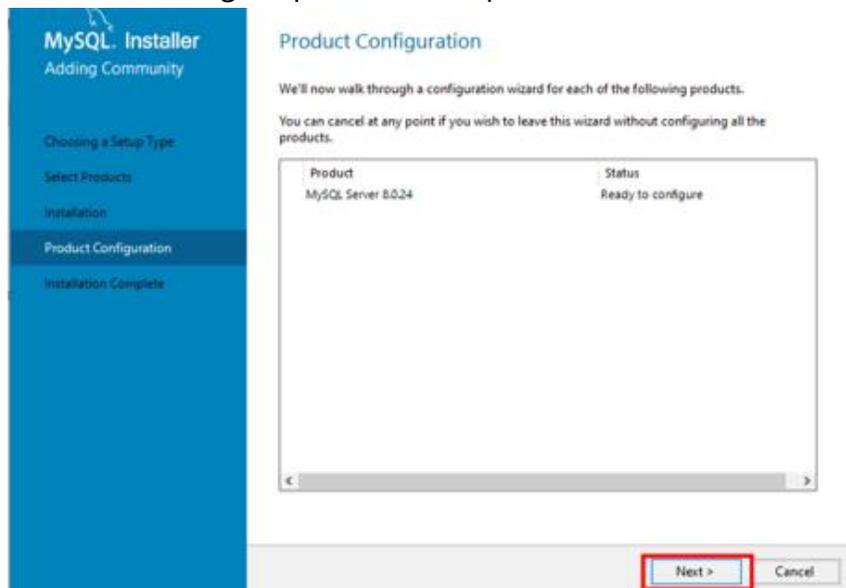


Figure 8: MySQL connection setting (1)

- Click [Next] to complete installation.

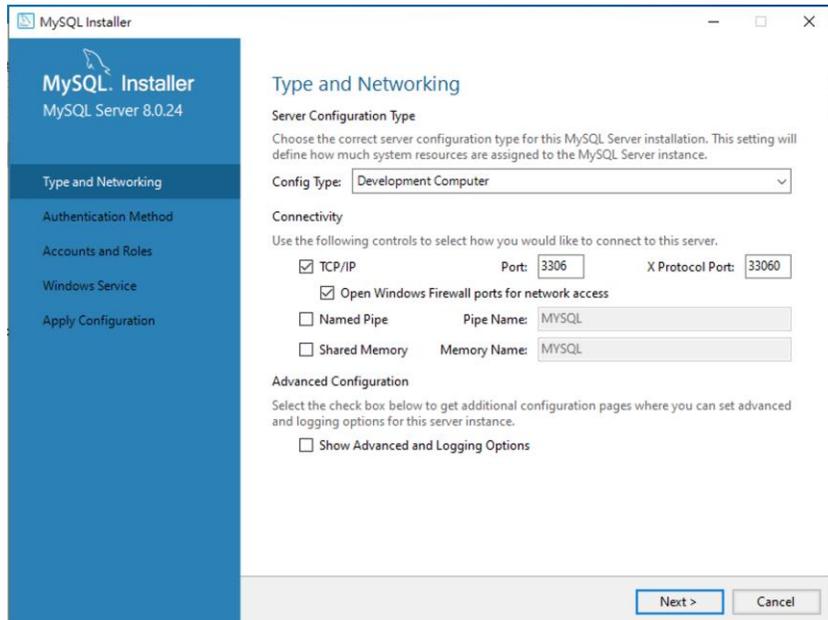


Figure 9: MySQL connection setting (2)

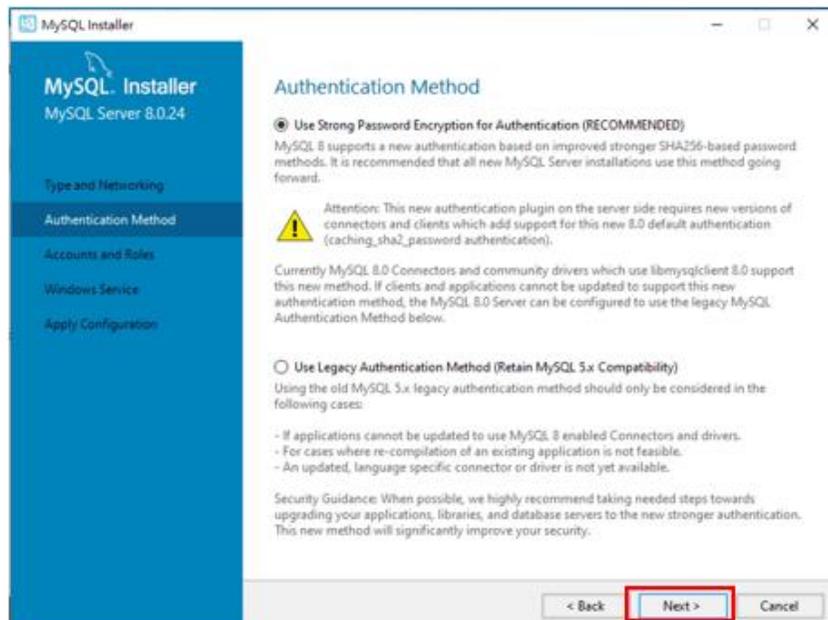


Figure 10: MySQL connection setting (3)

- (7) Enter MySQL root password, which is "test" . Click [Next] to complete installation.

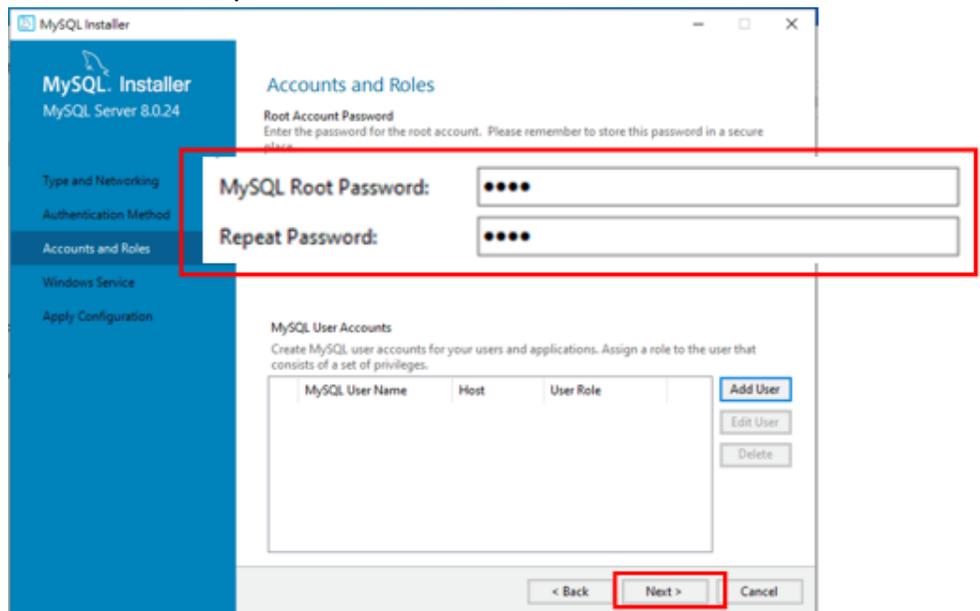


Figure 11: Set MySQL password (1)

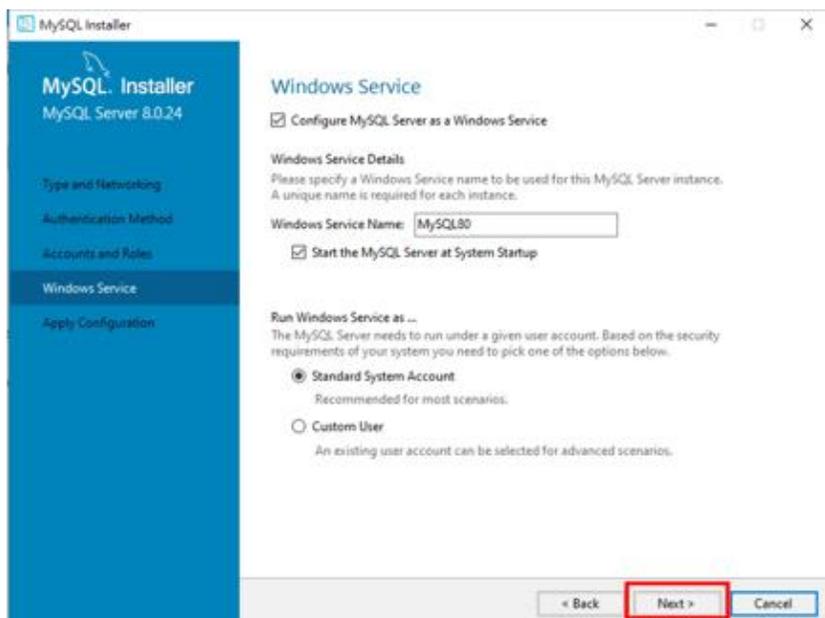


Figure 12: Set MySQL password (2)

- Click [Execute] to carry out.

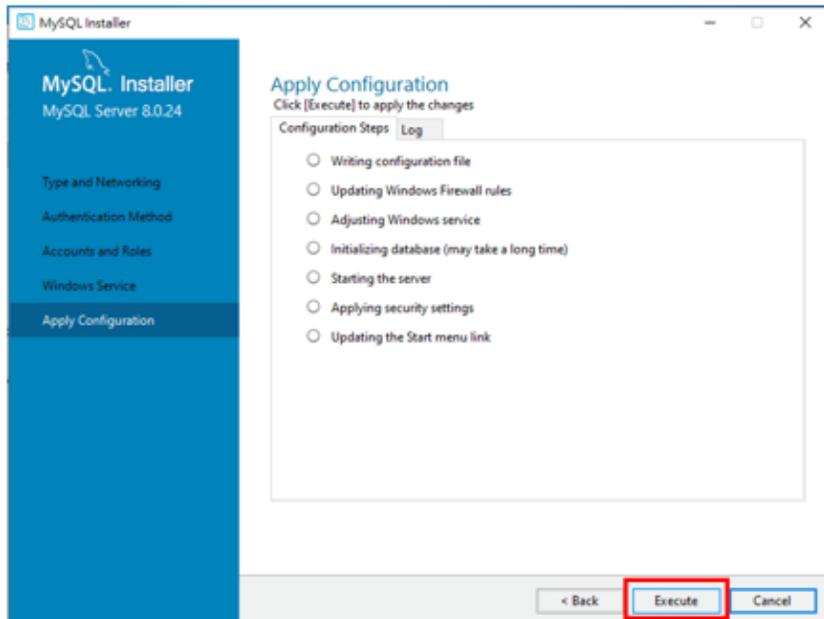


Figure 13: Set MySQL password (3)

- Click [Finish] to complete Configuration setting.

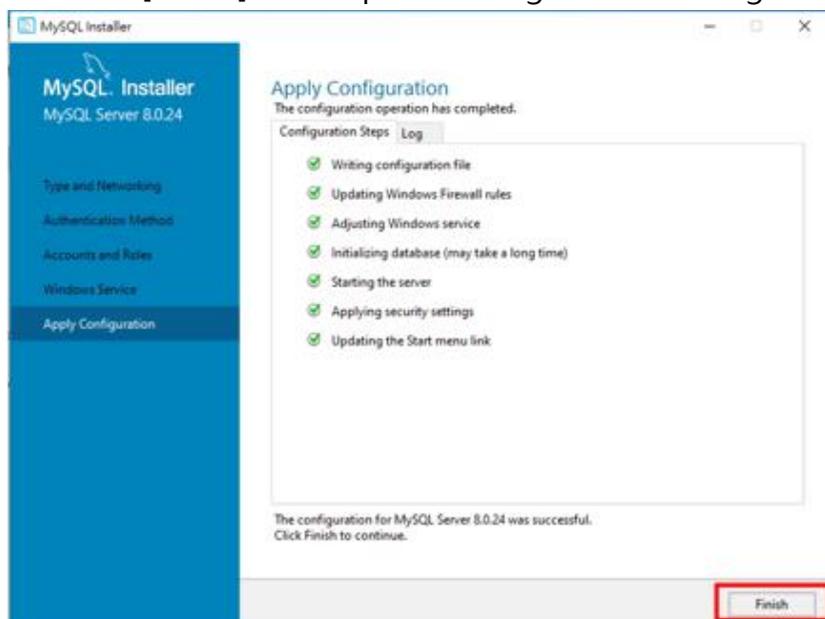


Figure 14: Set MySQL password (4)

- Click [Next] to complete installation.

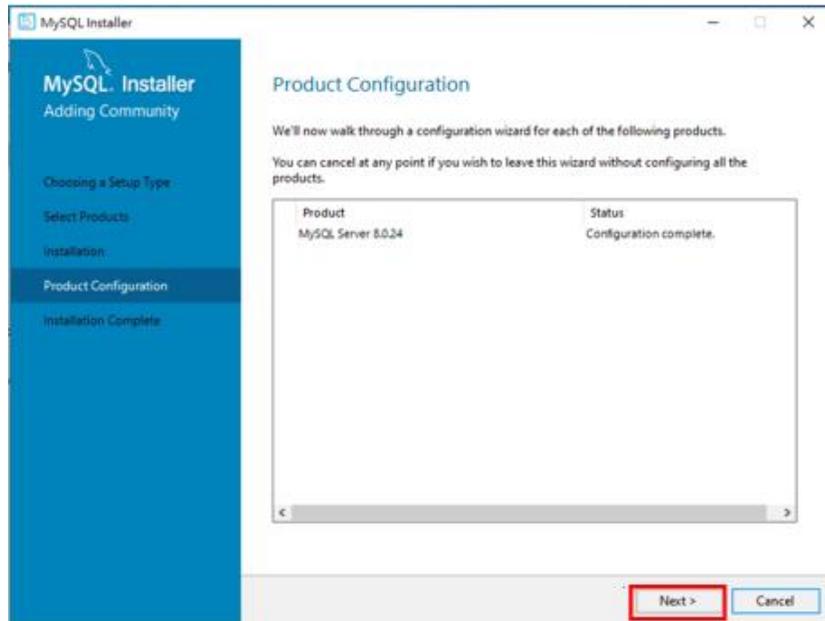


Figure 15: Set MySQL password (5)

(8) Below shows MySQL Server and workbench are installed.

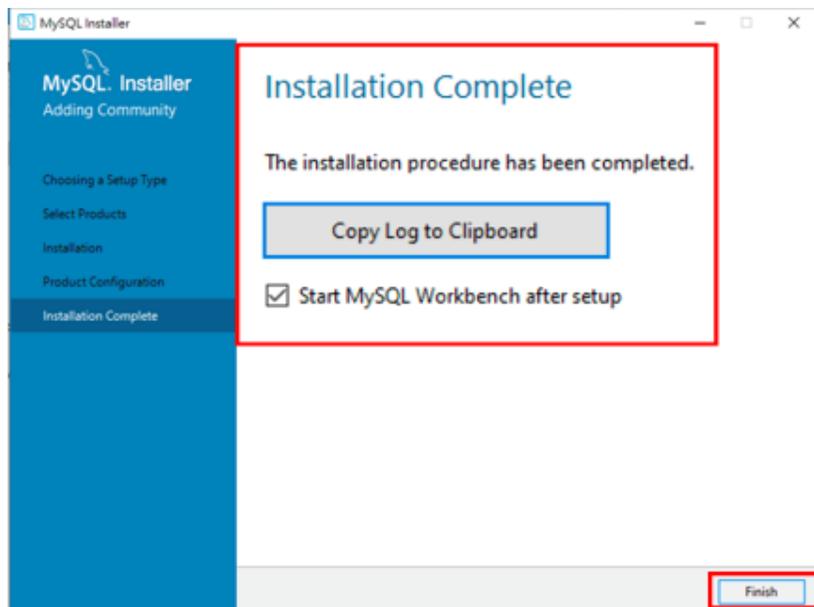


Figure 16: Complete MySQL setting

5 MySQL User and Schema Establishment

5.1 Establish MySQL Connection

(1) Open MySQL Workbench, click “+” next to MySQL Connections to add new connection setting.

- Hostname: 127.0.0.1
- Port: 3306, if it has been updated, please change correspondently
- Username: root
- Password: test, click [Test connection] to check if it is able to connect

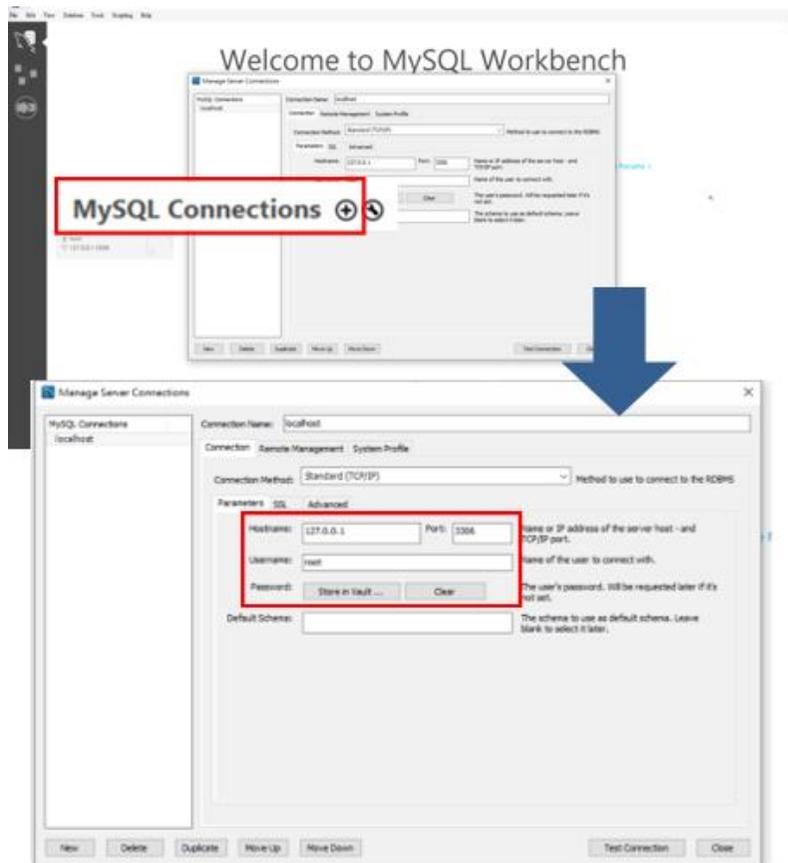


Figure 17: Set MySQL connection

(2) A connection notice will be shown on the homepage.

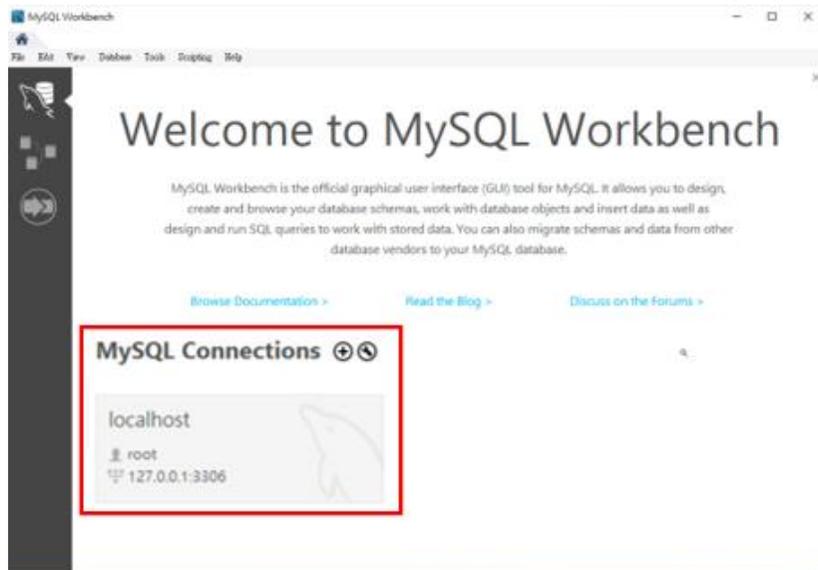


Figure 18: Complete MySQL connection setting

(3) Click the Connection item; a pop-up window will ask you to enter password. Enter "test" for now.

Note : You can change the password after installation has been done.

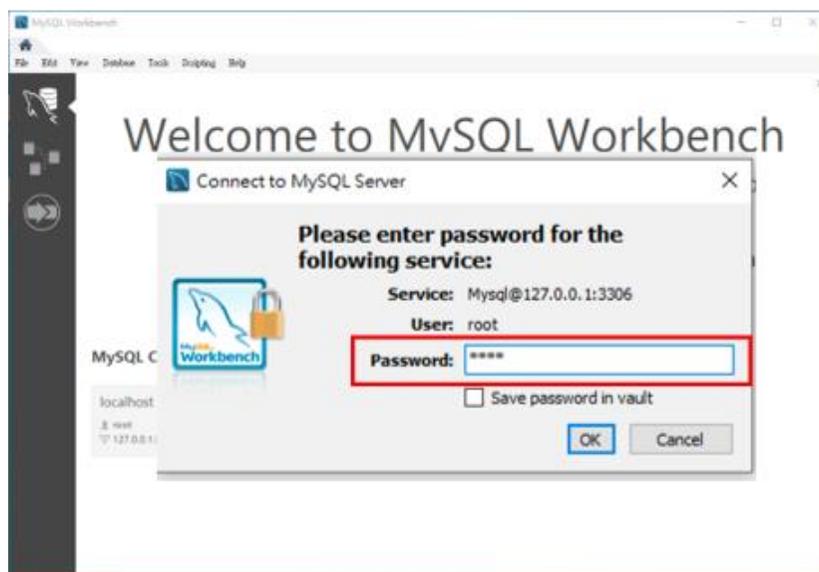


Figure 19: Enter MySQL password

5.2 Establish MySQL User

- (1) Login and click [Administration], switch to [Users and Privileges], and select [Add Account].

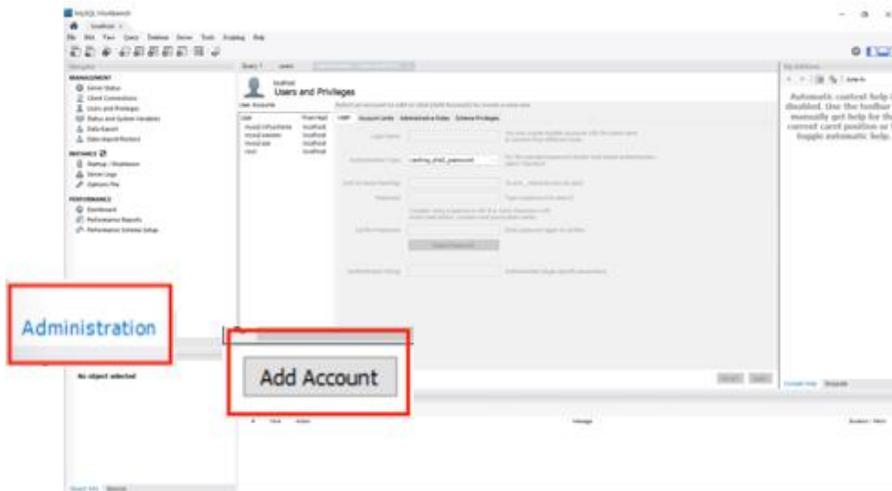


Figure 20 : Add Account

- (2) Add a user, named as UDldb, and password UDldb0000

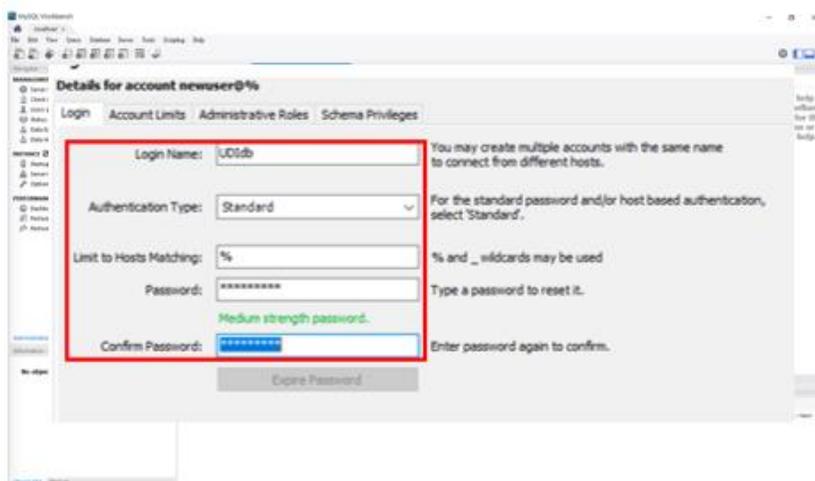


Figure 21: Add User

- (3) After setting account and password, switch to [Administrative Roles] to authorize. In Global Privileges, select “CREATE” , “ DELETE” , “ INSERT” , “SELECT ”and “Update” . Click [APPLY] to finish user setting.

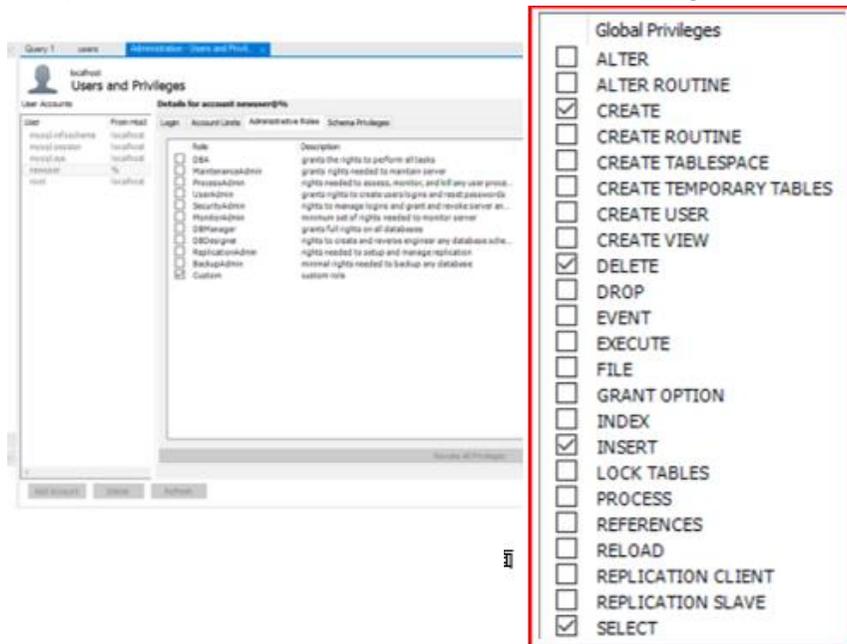


Figure 22: Complete user setting

5.3 Establish MySQL Schema

- (1) Right-click Schema area, select [Create schema]

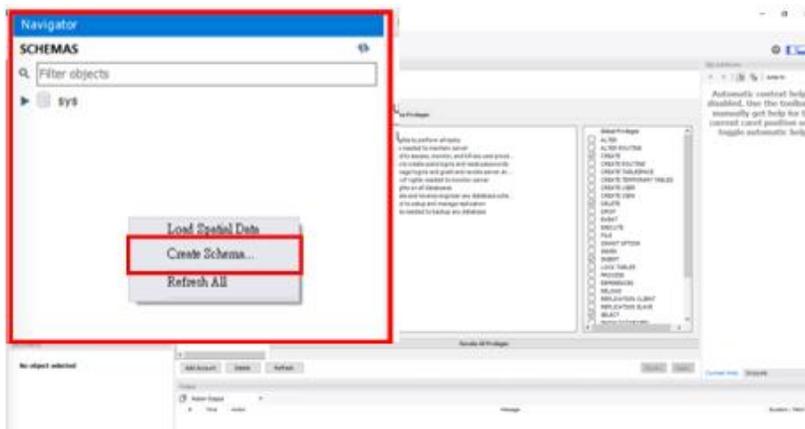


Figure 23: Create schema (1)

- (2) Click [Apply] after entering username udidb, and click [Apply] again after pop-up window shows up. Click [Finish] to complete the setting.

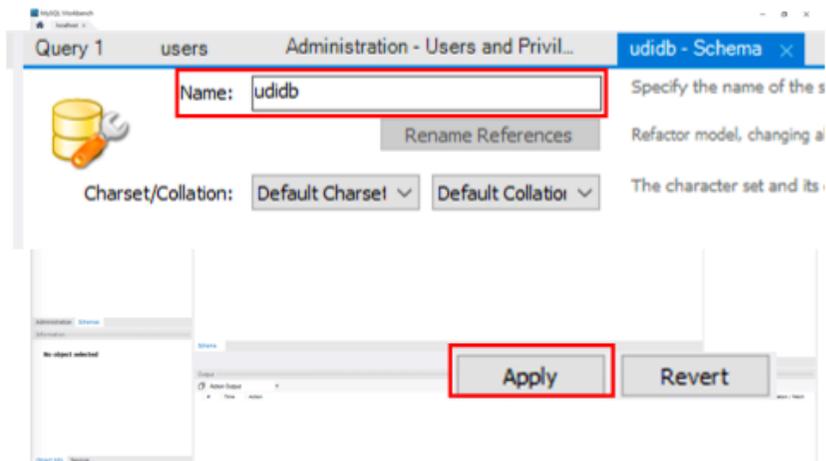


Figure 24: Create schema (2)

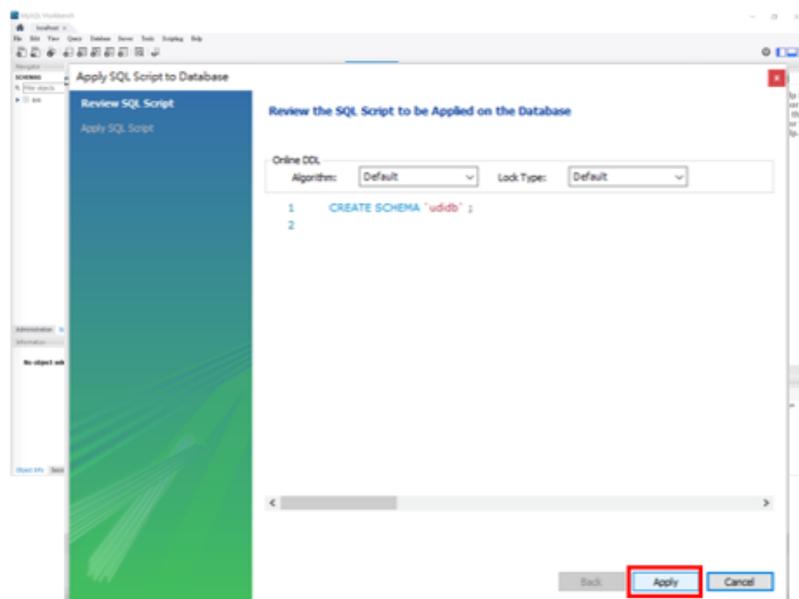


Figure 25: Create schema (3)

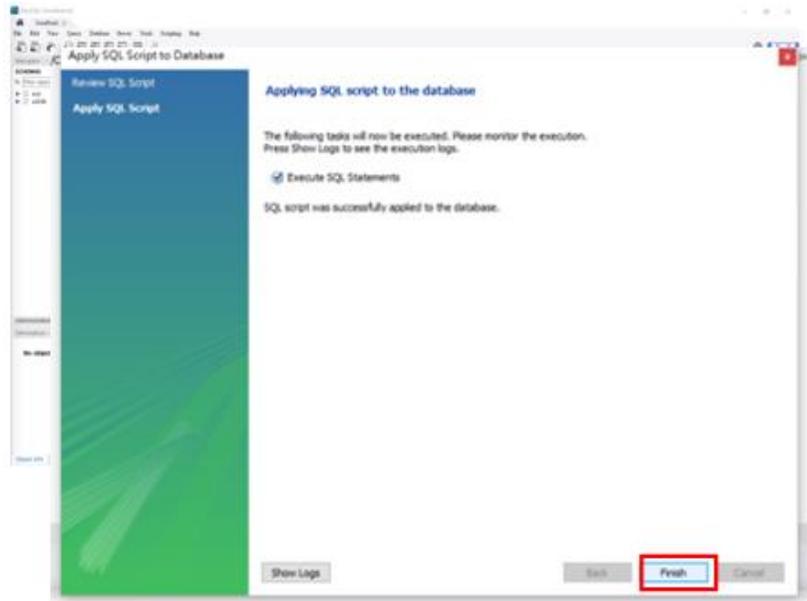


Figure 26: Complete schema creation

- (3) Click udidb in the schema, right-click [Set as Default Schema]

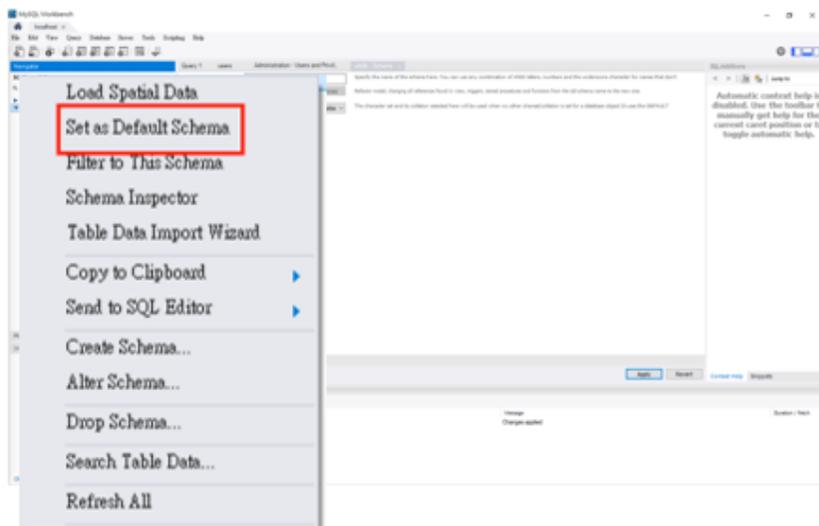


Figure 27: Set as Default Schema

5.4 Add udidb schema table

- (1) There are eight database form setting files, including udidb_image, udidb_labe, udidb_product_detail, udidb_product_list, udidb_udiprint, udidb_udistock, udidb_udisubmit and udidb_users. All of the file setting follow the same steps as below. Take one of the file as an example. Please repeat the steps to complete all table establishment.

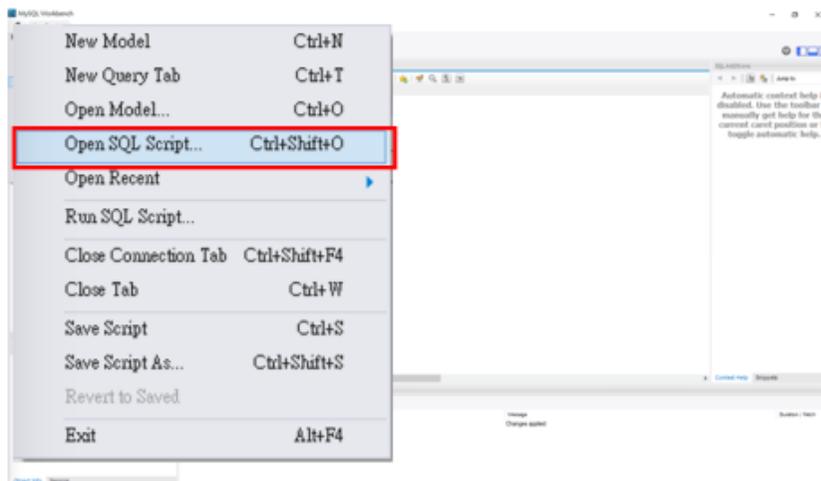


Figure 28: Open SQL Script

Note : Please click File -> Open SQL Script at the upper left corner

- (2) Select SQL Script folder, open them sequentially.

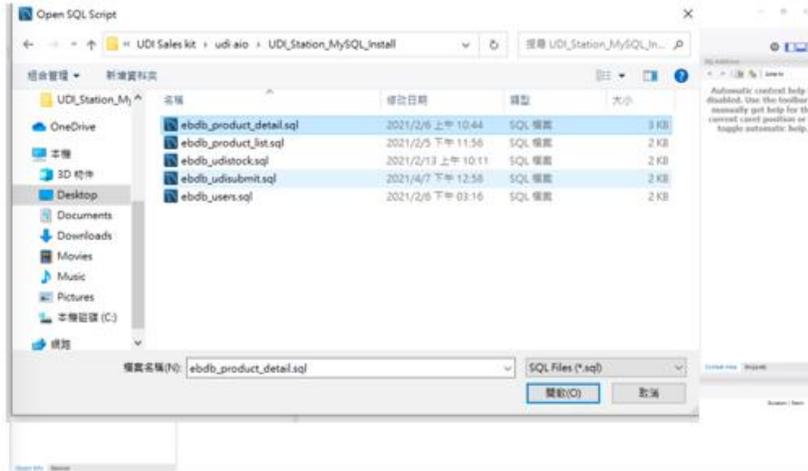


Figure 29: Select SQL Script folder

- (3) Please click the thunder icon to execute Script, from udldb_image, udldb_label, udldb_product_detail, udldb_product_list, udldb_udiprint, udldb_udistock, udldb_udisubmit to udldb_users sequentially.

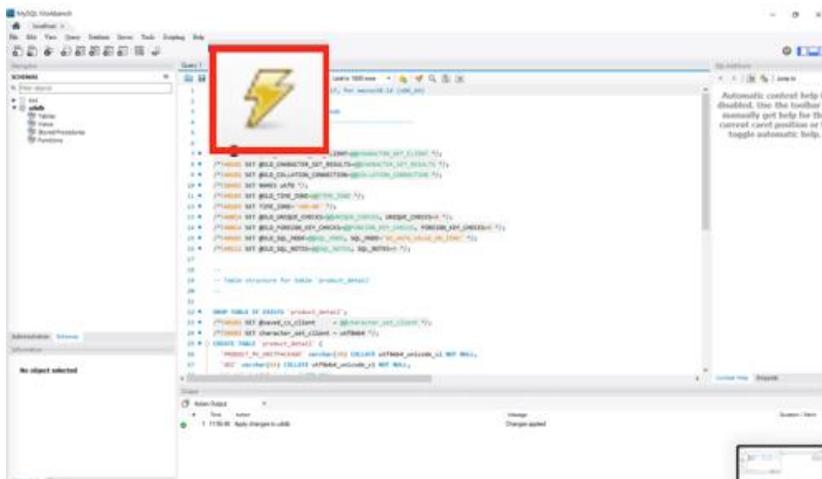


Figure 30: Click the thunder icon to execute Script

6 UDiBar Software Installation

- (1) Unzip the software folder, and click the executable file in the folder to install.



Figure 31: Click to install the executable file

- (2) Click [Yes] to allow APP to change device.

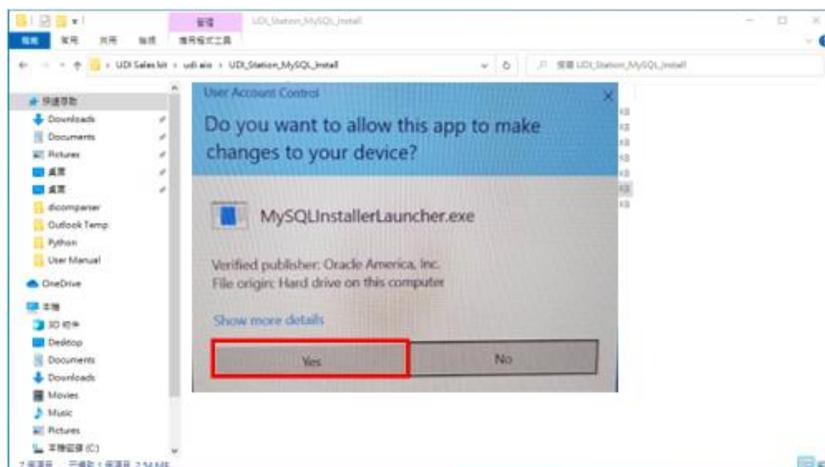


Figure 32: Allow APP to change device

- (3) Choose installation path. Click [Next] to finish installation.

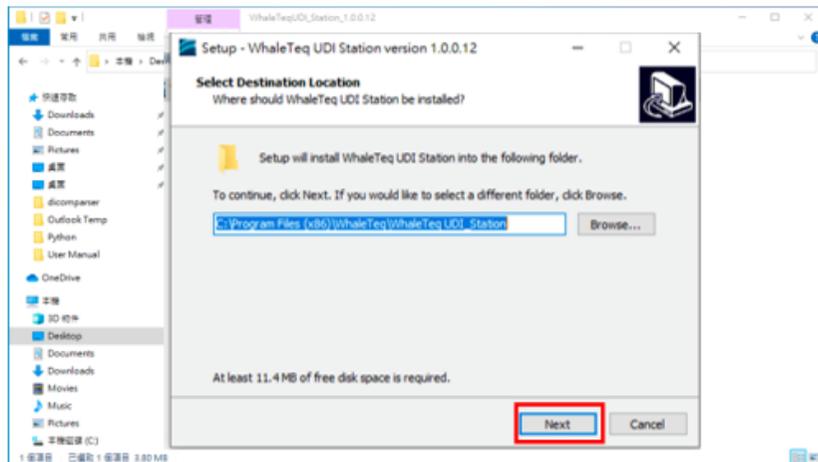


Figure 33: Install software (1)

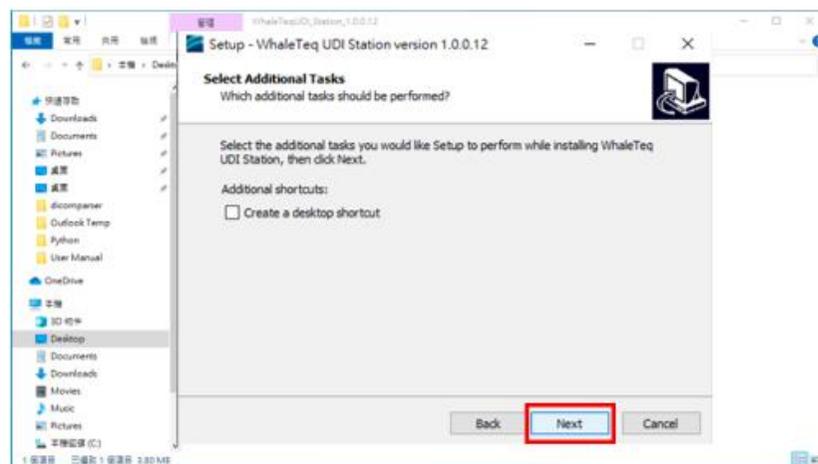


Figure 34: Install software (2)

- Click [Install] to finish installing.

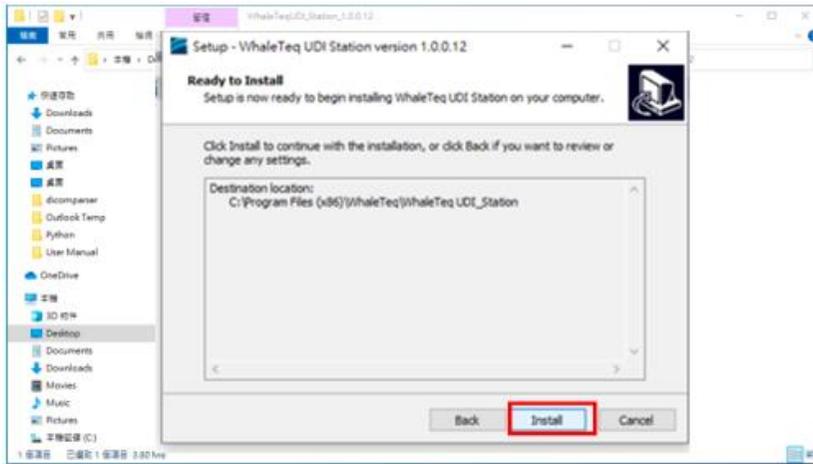


Figure 35: Install software (3)

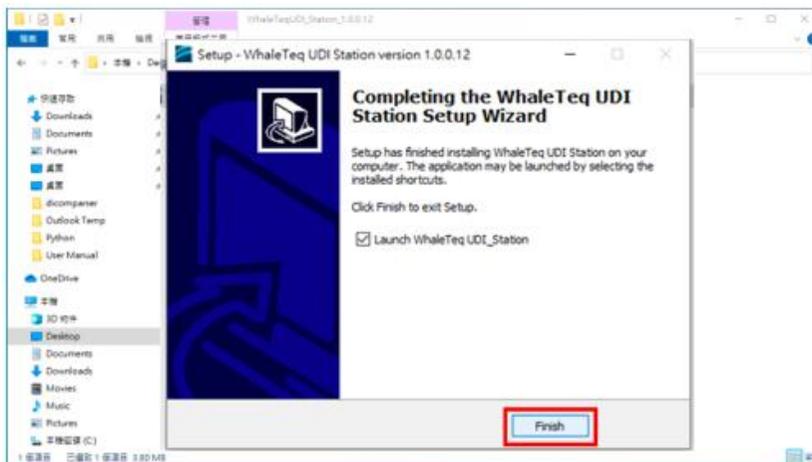


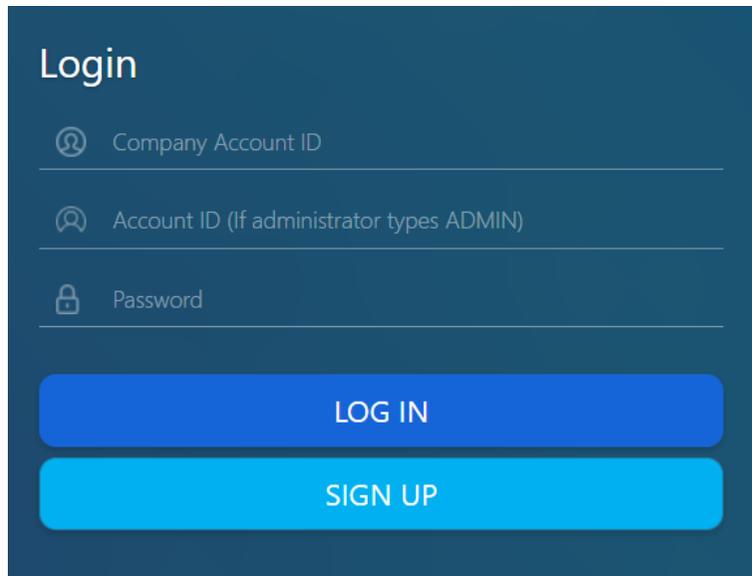
Figure 36: Installation completed

7 UDiBar Cloud Database Work Flow

UDiBar- UDI generator and label management system is composed of cloud database and software. Members in the user organization will have different levels of usage restrictions according to the role permissions of different accounts. This chapter will explain the work flow of cloud database.

7.1 Company Profile

- (1) Login [here](#) with Administrator account name and password in the notification mail.



The screenshot shows a login form with the following elements:

- Title:** Login
- Field 1:** Company Account ID (with a user icon)
- Field 2:** Account ID (If administrator types ADMIN) (with a user icon)
- Field 3:** Password (with a lock icon)
- Buttons:** LOG IN and SIGN UP

Figure 37 : Log in

(2) Log in and click [Company Profile].

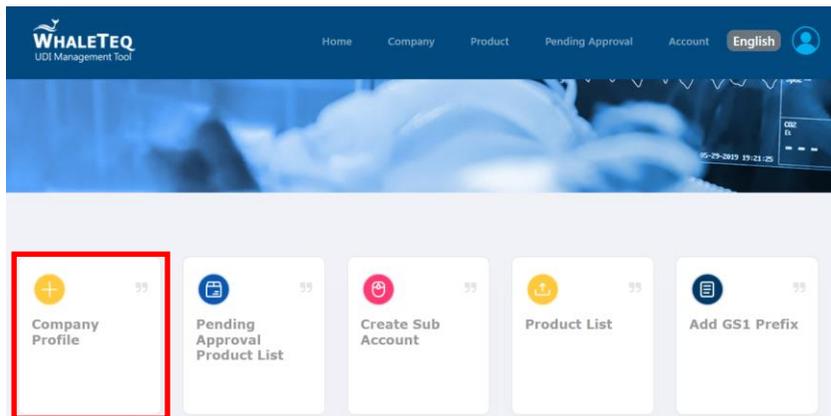


Figure 38 : Homepage

(3) Enter company information in the upper part (Figure 39), and enter contact information of the administrator account in the lower part (Figure 40). Please note that company profile is created based on the company application form. After the information is revised, click [Submit] to update the company profile immediately.

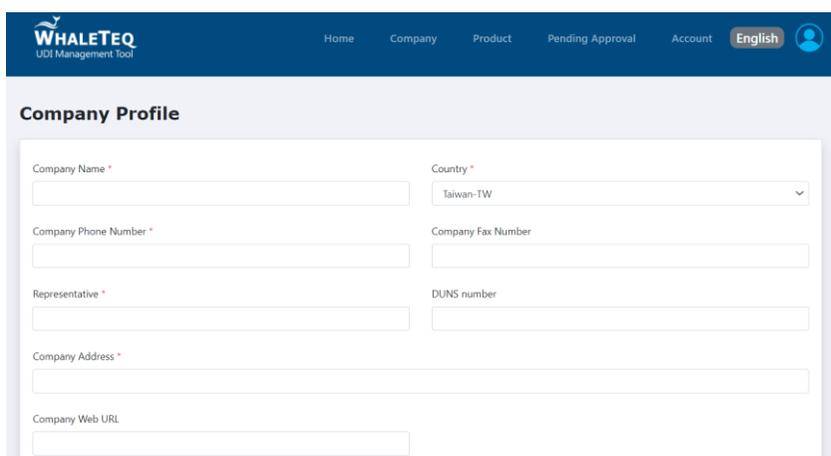


Figure 39 : Enter company information

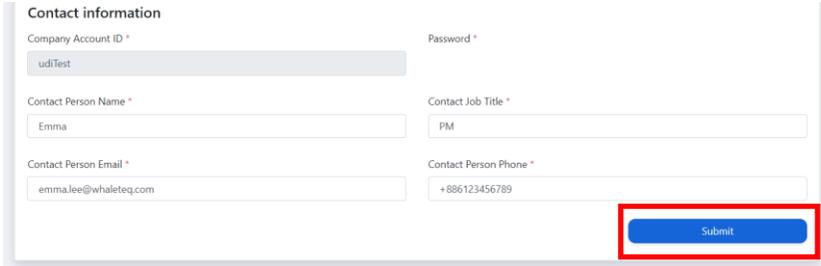


Figure 40 : Enter contact information

7.2 Create Sub Account

- (1) Login with Administrator account name and password in the notification mail.
- (2) UDiBar provides Administrator and Sub Account. The Administrator has permissions for review and approval. The Sub Account has permissions for Add Product and PI Generation. To create a new Sub Account, click [Create Sub Account].

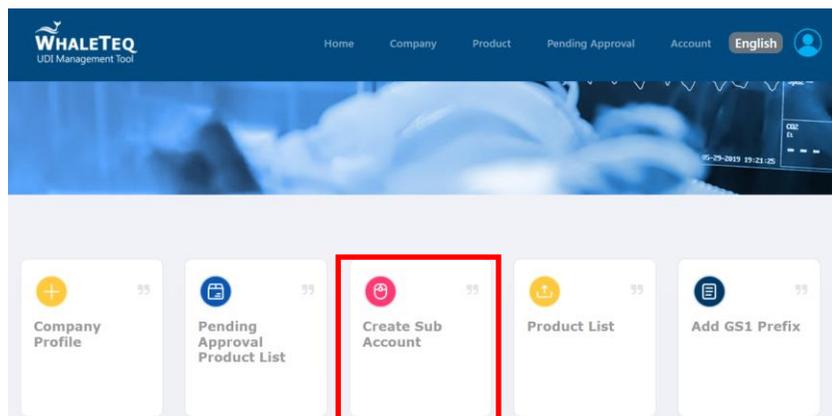


Figure 41 : Enter Create sub account

- (3) After filling out the form, click [Submit] in the right bottom corner to create the Sub Account.

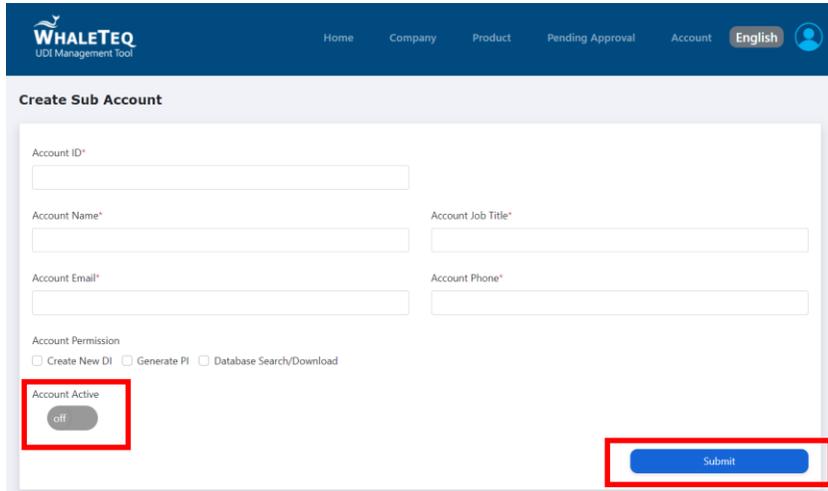


Figure 42 : Create sub account

- (4) You will receive an email with your sub account ID and its password. Please click [Activate] button and log in with the account ID and password.

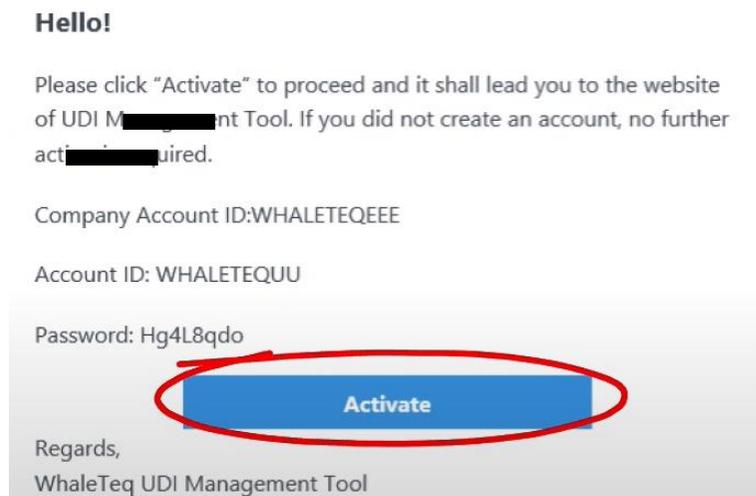


Figure 43: User account activation letter

(4) Notes for Create Sub Account

- Options under Account Permission
 - Create New DI: Permissions to create new DI. To generate a properly encoded DI, it is recommended to be filled out and checked based on the product category by RA (Regulatory Affairs).
 - Create New PI: Permissions to create new PI. To generate correct UDI codes with the production date, it is recommended to be selected from the existing DI list by PE (Product Engineer).
 - Database Search/Download: Permissions to perform UDI database searches and downloads. It is recommended to be performed by PE or RA supervisor.
- To activate the account, please set Account Active from [OFF] to [On] (Figure 42).

7.3 Add GS1 Prefix

- (1) UDiBar follows GS1 standard, the most widely adopted standard by now. Before using UDiBar to create DIs or generate PI barcodes, users are required to get a GS1 Prefix on GS1 official site (See [Chapter 3.4 Get GS1 Prefix](#)).
- (2) Login with Administrator account just created.

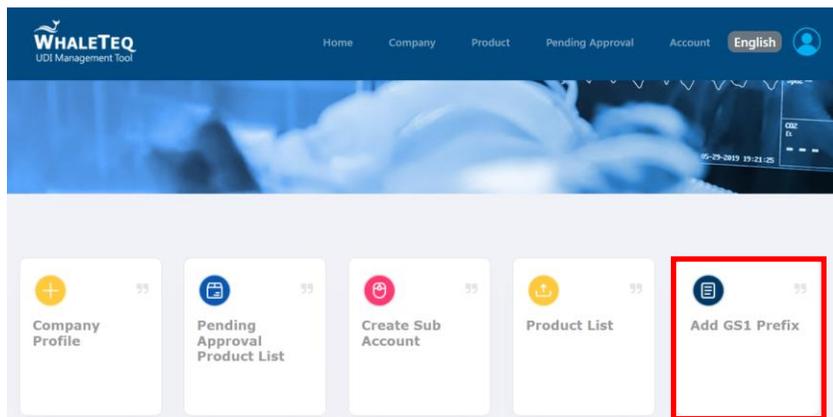


Figure 44: Click Add GS1 Prefix

- (3) Fill in the columns with Country and Manufacturer Code obtained from GS1 and click [Submit].

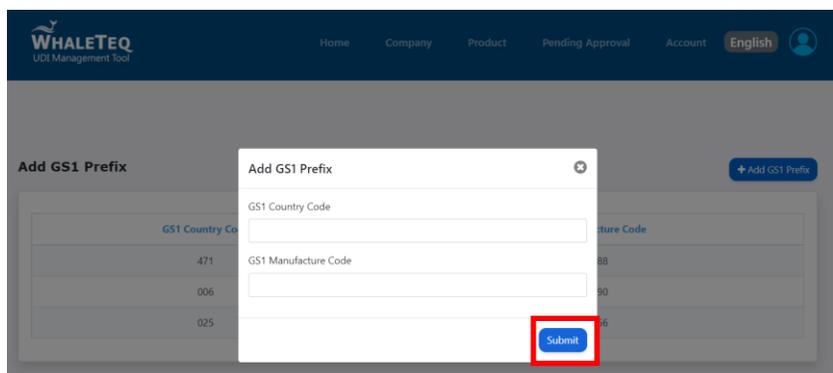


Figure 45: Submit GS1 Prefix

7.4 Create Product

- (1) Login with Sub Account
- (2) After filling out the GS1 Prefix, user can start to add a product. UDiBar provides two patterns to add products: one is for medical device with Unit package count=1 and the other is for medical device with Unit package count>1.

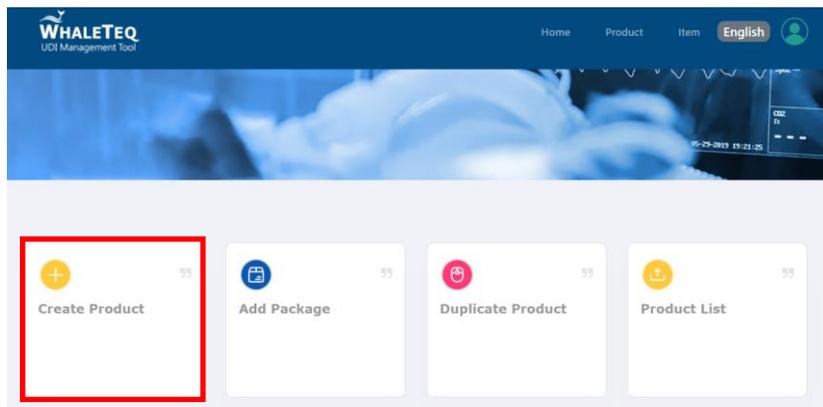
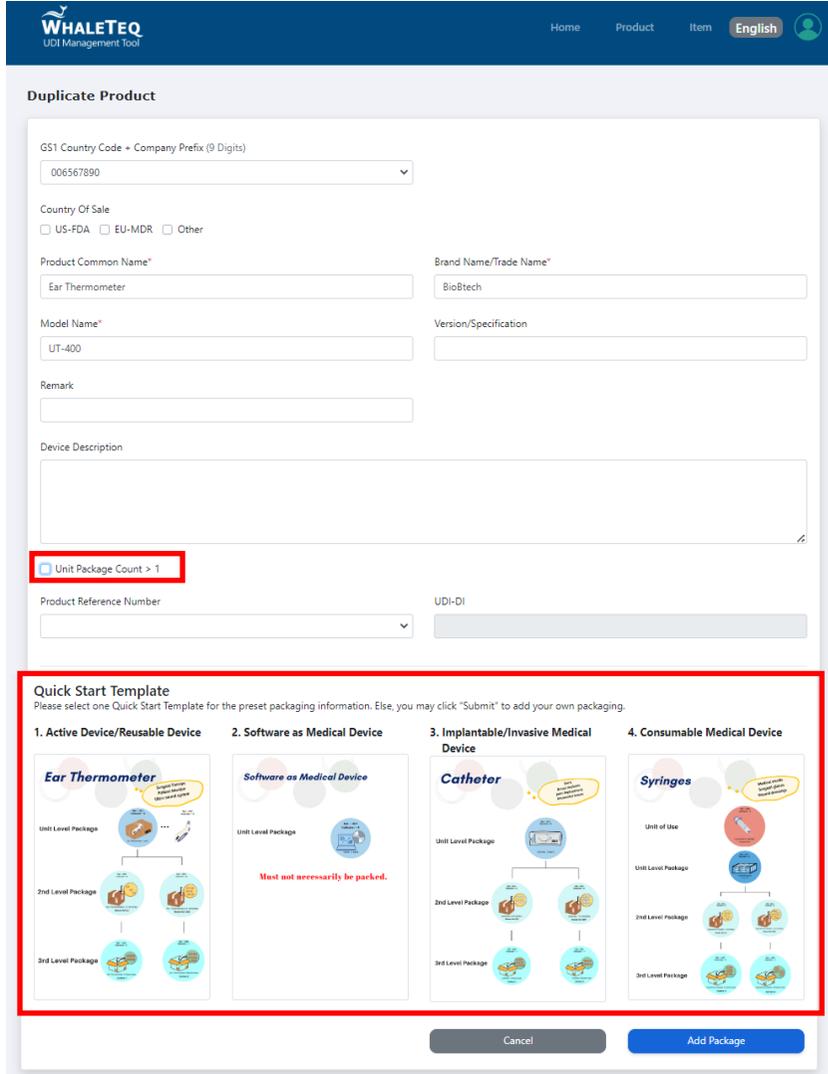


Figure 46: Click Create Product

- (3) The example below uses Infrared Ear Thermometer to show how to fill in the fields when the unit package count is 1. Please fill in each field according to the requirements. As this case is for Unit Package Count=1, so keep the option [Unit Package Count > 1] unchecked. Click [Submit] when the details are completed, then configure the packages of each level. When the information is filled in, you can click [Submit], and create packages for each package.

There are two forms of establishing packages, one is [self-created], and the other by referring to the [Quick Start Template].



Duplicate Product

GS1 Country Code + Company Prefix (9 Digits)
006567890

Country Of Sale
 US-FDA EU-MDR Other

Product Common Name*
Ear Thermometer

Brand Name/Trade Name*
BioTech

Model Name*
UT-400

Version/Specification

Remark

Device Description

Unit Package Count > 1

Product Reference Number

UDI-DI

Quick Start Template
Please select one Quick Start Template for the preset packaging information. Else, you may click "Submit" to add your own packaging.

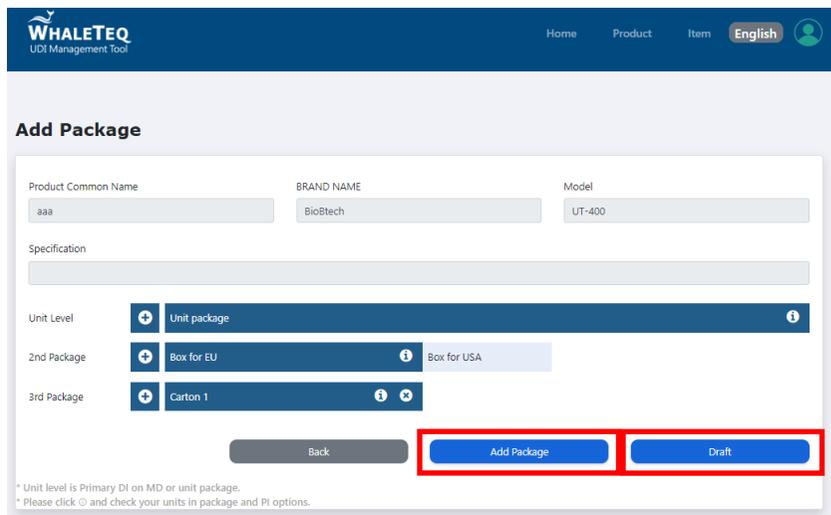
- 1. Active Device/Reusable Device**
Ear Thermometer
Unit Level Package
2nd Level Package
3rd Level Package
- 2. Software as Medical Device**
Software as Medical Device
Unit Level Package
Must not necessarily be packed.
- 3. Implantable/Invasive Medical Device**
Catheter
Unit Level Package
2nd Level Package
3rd Level Package
- 4. Consumable Medical Device**
Syringes
Unit of Use
Unit Level Package
2nd Level Package
3rd Level Package

Cancel Add Package

Figure 47: Create Product

- (4) Self-created: directly press [Submit] after filling in the information. Pay attention to the Reference Number and the number of Unit in this package of each level.

After creating the package, click [Add package] in the lower right corner to send the data, and then you can see the new data in the Product List. At this time, you need to wait for the Administrator to review and sign off. Or if the data has not been completed, you can click [Draft], so that the data can be edited later.



WHALETEQ
UDI Management Tool

Home Product Item English

Add Package

Product Common Name: aaa BRAND NAME: BioBtech Model: UT-400

Specification: _____

Unit Level: + Unit package i

2nd Package: + Box for EU i Box for USA

3rd Package: + Carton 1 i x

Back **Add Package** **Draft**

* Unit level is Primary DI on MD or unit package.
* Please click + and check your units in package and PI options.

Figure 48: Add Package

- (5) Quick Start Template: Four categories are included, which are "Active Device/Reusable Device" , "Software as Medical Device", "Implantable/Invasive Medical Devices", and "Consumable Medical Device". The following example is an Ear Thermometer, so we choose " Active Device/Reusable Device ". Pay attention to Units in Package and PI options when making packages of all levels. If you select the [Quick

Start Template] to create, the created packaging sample will be preset.

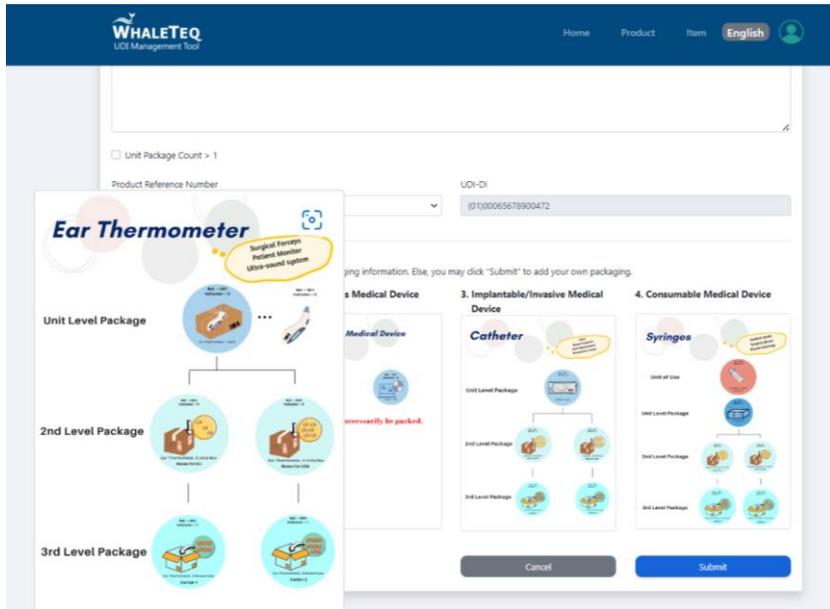


Figure 49: Click Quick Start Template "Ear Thermometer"

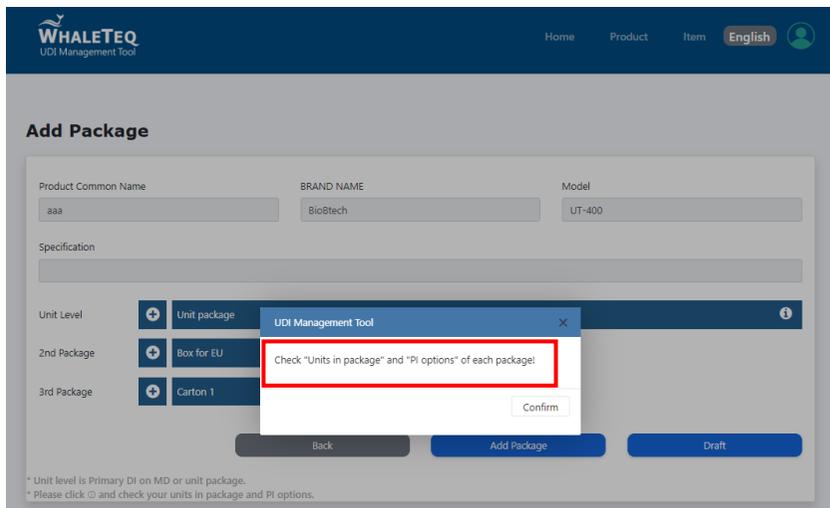
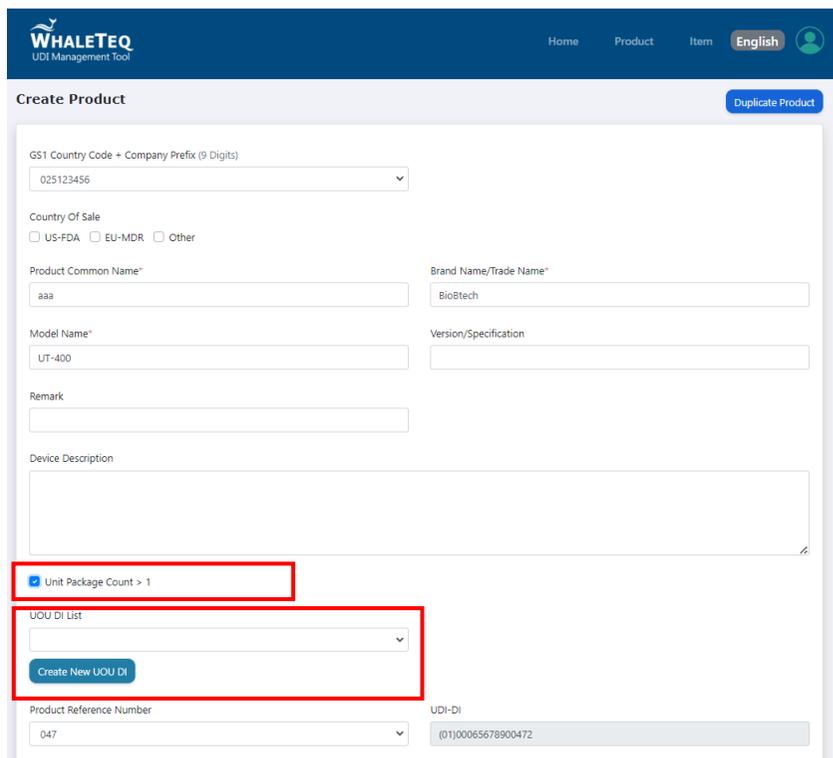


Figure 50: Pop-up page to confirm "Units in package" and "PI options" of each package

- (6) If the unit package count of medical device is greater than 1 (Unit package count > 1), please refer to the following methods to complete the information. If [Unit package count > 1], we need to create UOU DI for this product. After filling in the product information, check the option Unit package count > 1, and create UOU DI.



The screenshot shows the 'Create Product' interface. At the top, there is a navigation bar with 'Home', 'Product', 'Item', and 'English' buttons. The main form is titled 'Create Product' and includes a 'Duplicate Product' button. The form fields are as follows:

- GS1 Country Code + Company Prefix (9 Digits):** 025123456
- Country Of Sale:** Radio buttons for US-FDA, EU-MDR, and Other.
- Product Common Name:** aaa
- Brand Name/Trade Name:** BioBtech
- Model Name:** UT-400
- Version/Specification:** (empty)
- Remark:** (empty)
- Device Description:** (empty text area)
- Unit Package Count > 1:** A checkbox that is checked and highlighted with a red box.
- UOU DI List:** A dropdown menu and a 'Create New UOU DI' button, both highlighted with a red box.
- Product Reference Number:** 047
- UDI-DI:** (01)00055678900472

Figure 51: Create UOU DI

- (7) After creating the Unit Package, please choose a reference number for the package in each level. In the Add Package step, please choose the Reference Number and Indicator of DI, and choose the PI based

on the product and the package level. The packaging section is set once this operation is done. Click [OK] to finish the configuration for a level.

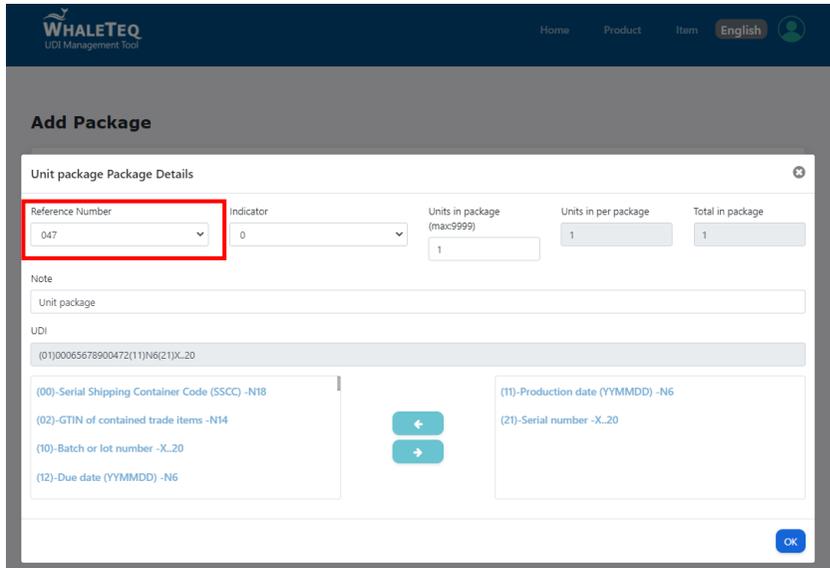


Figure 52: Fill in Unit Package information

(8) Notes for Add Product

- In [Add package] section, the Reference Number of the first level Unit Package is set on the previous page. However, starting from the following levels, if you do not choose Quick Start Template, the Reference Number of each level must be set by yourself. After all packages are built, click [Add Package] to submit this setting.

Figure 53: Add Package

- The product created shows in the product list after submission. There are two DIs in the table because [Unit package count>1] was checked. This step will send the details of the product to Administrator for approval. Once it is approved by the Administrator, the user can generate its PI.

<input type="checkbox"/>	Product Name	Model Name	UDI-DI	UDU DI	USED PI	STATUS	Version/ Specification	Creation Date	View Details
<input type="checkbox"/>	aaa	UT-400	(01)00065678900472		0	Pending		2022-07-06 13:20:04	
<input type="checkbox"/>	test	FR13MN1	(01)04718888800237		0	Pending	01	2022-07-04 13:54:47	
<input type="checkbox"/>	FR	FR13MN1	(01)04718888800255		0	Pending	01	2022-07-01 14:46:12	
<input type="checkbox"/>	aa	ET 500	(01)00251234560482		0	Pending		2022-06-30 16:15:46	
<input type="checkbox"/>	"testing kit"	ET 500	(01)00251234560246		0	Pending		2022-06-24 16:50:25	
<input type="checkbox"/>	DNA testing kit	VK-DNA 302	(01)00251234560222		0	Draft		2022-06-17 17:49:07	
<input type="checkbox"/>	DNA testing kit	TK-DNA 356	(01)00251234560315		0	Pending		2022-06-17 17:47:38	
<input type="checkbox"/>	TEST	TEST-111	(01)0471888880022	(01)0471888880015	0	Approved		2022-06-17 14:42:32	

Figure 54: Product List

7.5 Pending Approval Product List

- (1) Login with Administrator account
- (2) Administrator can review the details sent by Sub Account from Add Product step. (e.g., amount, reference number and level setup). The product can then be approved as long as the details are verified.

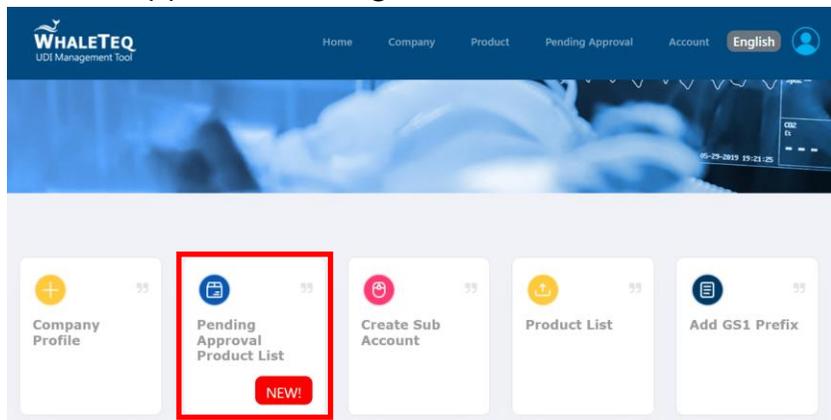
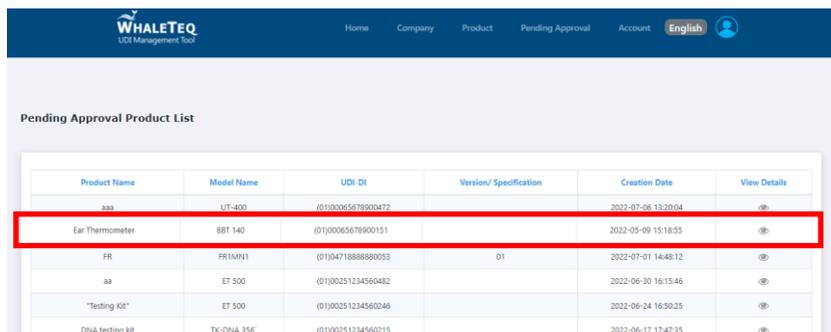


Figure 55: Click Pending Approval Product List

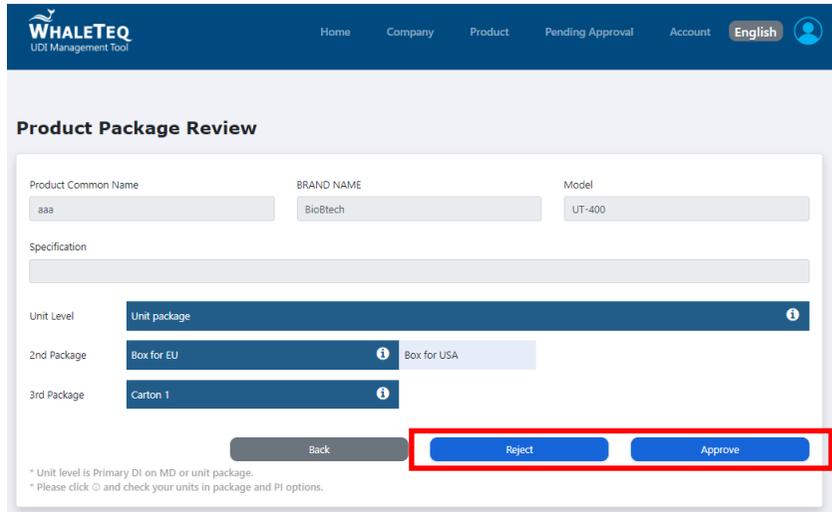
- (3) Here is an example of Ear Thermometer with Unit package count=1. Click [Pending Approval Product List] on home page to view the list of products sent by user that are pending approval. The Administrator can select a product to proceed, and click [View Detail]



Product Name	Model Name	UDI DI	Version/ Specification	Creation Date	View Details
aaa	UT-400	(01)00065678900472		2022-07-06 13:20:04	
Ear Thermometer	BBT 140	(01)00065678900151		2022-05-09 15:18:55	
FR	FR3M/N1	(01)04716886860053	01	2022-07-01 14:48:12	
aa	ET 500	(01)00251234560482		2022-06-30 16:15:46	
"Testing Kit"	ET 500	(01)00251234560246		2022-06-24 16:50:25	
DNA testing kit	TK-DNA 35F	(01)00251234560215		2022-06-17 17:47:35	

Figure 56: Click to view detailed information

- (4) Click [Approve] after the details of each packaging level are verified. Otherwise, click [Reject] to return this product to user for further modification.



Product Package Review

Product Common Name: aaa BRAND NAME: BioBtech Model: UT-400

Specification: _____

Unit Level: Unit package

2nd Package: Box for EU Box for USA

3rd Package: Carton 1

Buttons: Back, Reject, Approve

* Unit level is Primary DI on MD or unit package.
* Please click ☺ and check your units in package and PI options.

Figure 57: Product information review

7.6 Product List

- (1) Login with Administrator account
- (2) Click [Product List] to view all the products created by the Sub Account. Both the approved and pending approval ones can be searched in the Product List.

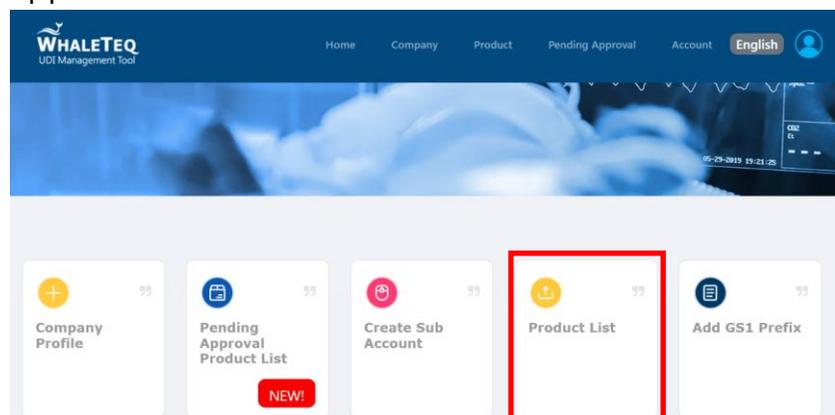
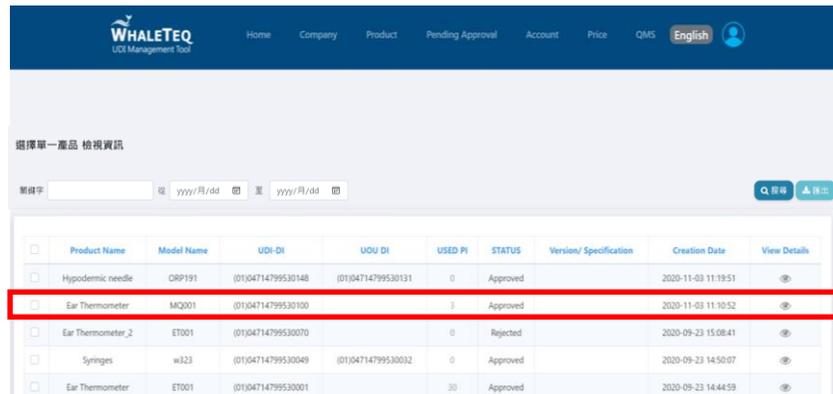


Figure 58: Click Product List

(3) Here is an example for Ear Thermometer:



<input type="checkbox"/>	Product Name	Model Name	UDI-DI	UOI-DI	USED PI	STATUS	Version/ Specification	Creation Date	View Details
<input type="checkbox"/>	Hypodermic needle	CRP191	(01)04714799530148	(01)04714799530131	0	Approved		2020-11-03 11:19:51	
<input type="checkbox"/>	Ear Thermometer	MQ001	(01)04714799530100		3	Approved		2020-11-03 11:10:52	
<input type="checkbox"/>	Ear Thermometer_2	ET001	(01)04714799530070		0	Rejected		2020-09-23 15:08:41	
<input type="checkbox"/>	Syringes	w323	(01)04714799530049	(01)04714799530032	0	Approved		2020-09-23 14:50:07	
<input type="checkbox"/>	Ear Thermometer	ET001	(01)04714799530001		30	Approved		2020-09-23 14:44:59	

Figure 59: Product List

- Product Name: The name of the product just created, Ear Thermometer in the example
- Model name: The model of the product, MQ001 in the example
- UDI DI: Used for identifying manufacturer name, product model, etc., which is (01)04714799530117 in the example. In this DI, (01) is the Global Trade Item Number AI, 0 is the minimum indicator of the package, 471479953 is the manufacturer code assigned by GS1, 011 is the custom reference number, and 7 is the check digit calculated by an algorithm.
- UOI DI: If Unit package count > 1, it will be shown on the list
- Used PI: Calculates the number of PIs that were used. In the example, 3 indicates that the product has used 3 PIs.

- **STATUS:** The status of the product. APPROVED in the example means the Administrator has reviewed and approved it. REJECT means the Administrator has reviewed and rejected it. SUBMIT means the Administrator has not reviewed it
- **Version/Specification:** The version and specifications of the medical device
- **Date:** The creation time of the product, which is 2020-11-03 11:10:52 in the example
- **View Detail:** Click to view the detailed product information

7.7 Customer Service Button

- (1) This function is available both logging to Administrator account and Sub Account. It can help you be familiar with this system faster. You can also use this button to get help when you have any questions.

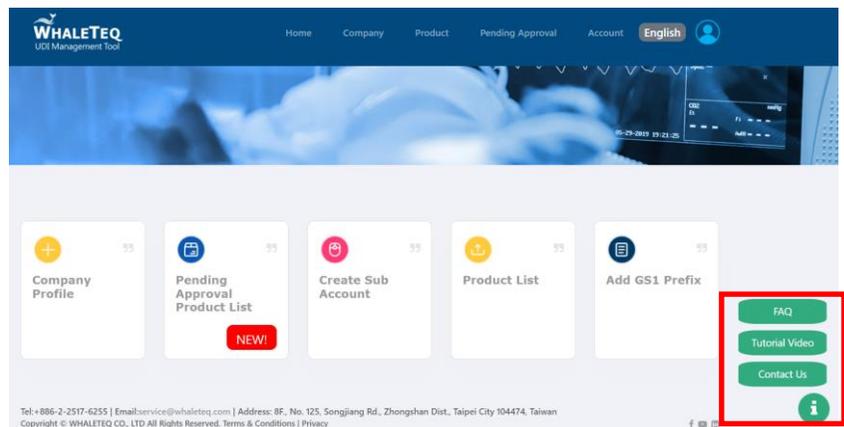


Figure 60: Customer Service Button

- FAQ : Click to jump to the FAQ of UDI Platform page
- Tutorial Video : Click to jump to the Tutorial Video page
- Contact Us : Click to open the mail function directly, and inform us of your problem via Outlook mail

8 UDiBar Software Work Flow

UDiBar- UDI generator and label management system is composed of cloud database and software. Members in the user organization will have different levels of usage restrictions according to the role permissions of different accounts. This chapter will explain the work flow of software.

8.1 Setting

8.1.1 Database Setting

- (1) Click Setting button, select [Database] and press [Cloud] to enter setting database page.

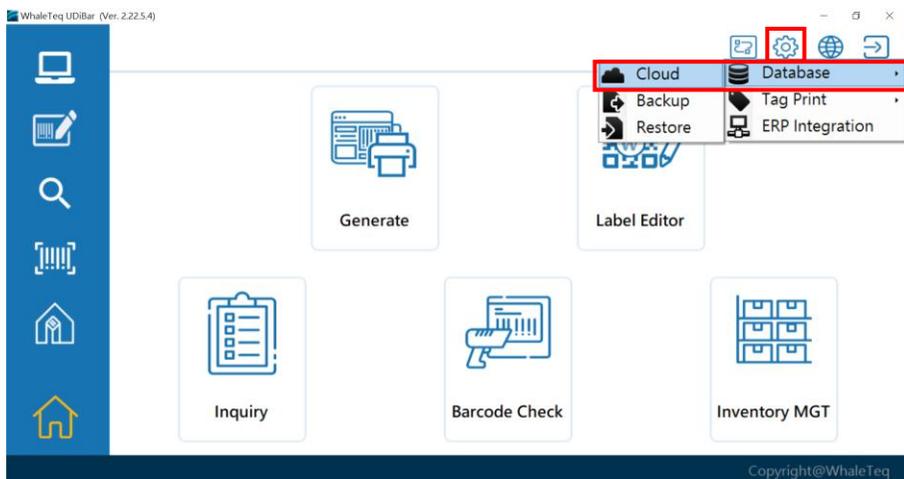


Figure 61: Click Setting button on the homepage

- (2) The settings of the database server IP, communication port, company account password, and user account password will appear on the page. If you have updated your data before logging in, you need to click [Update] to update the database settings. When all settings are completed, press the [Close] button to complete the database setting operation.

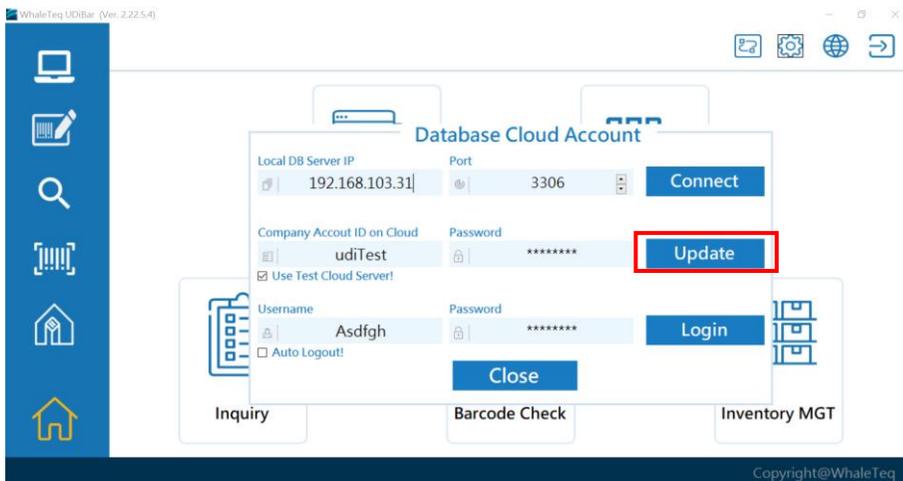


Figure 62: Update database button

Note: The database host IP is connected to the server in the user organization

8.1.2 Printer Setting

- (1) Click Setting button, select [Tag Print] and press [Printer] to enter setting printer page.

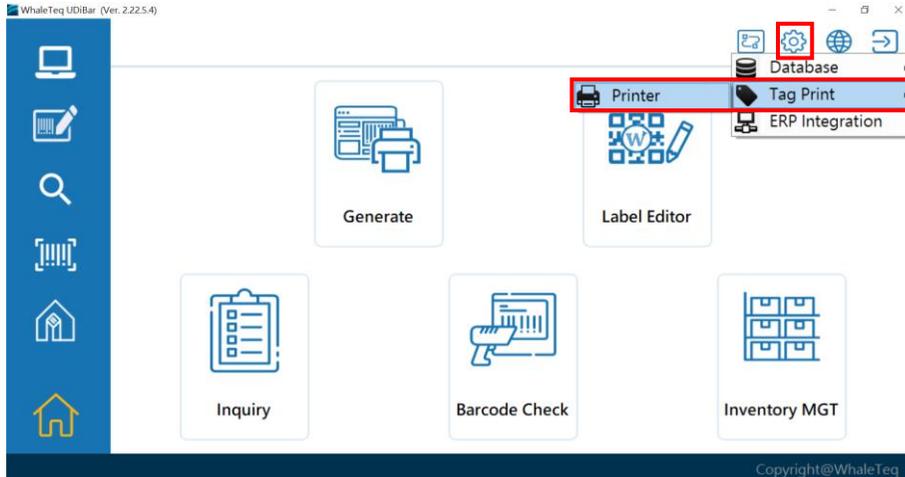


Figure 63: Printer button

- (2) Pop-up page of printer settings appear, and click the option field of the printer (shown by the red box in the figure below), and select the printer as the link setting.



Figure 64: Select a printer

Note: Supports format of Windows Driver, the settings need to be synchronized with your computer settings

Click Windows Settings→Printers and Scanning→Select Printer→Manage→Print Preferences→Page Setup

- (3) Set paper size, printer resolution (shown by the orange box in figure 65); for barcode check settings (shown by the orange box in figure 65), you can set the sampling rule by yourself (shown by the blue box in figure 65), and determine the number of copies to be printed (shown by the red box in figure 65).

For example: If we key-in 10, it means that when the printer is printing, every 10 barcodes will be inspected once; if users are not doing barcode check, the number will be set to 0.

- (4) After all settings are completed, close the window to complete printer setting.

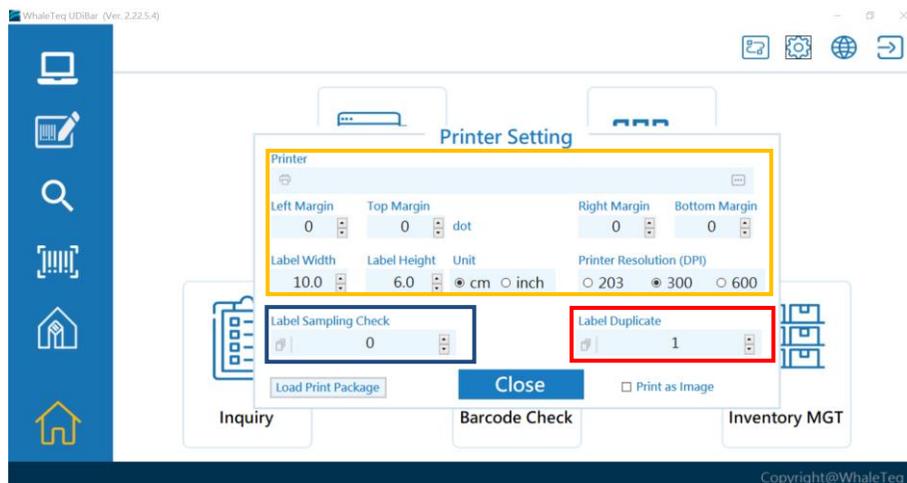


Figure 65: Printer settings

8.1.3 ERP Integration

- (1) Click Setting button, select [ERP Integration] to enter the page.

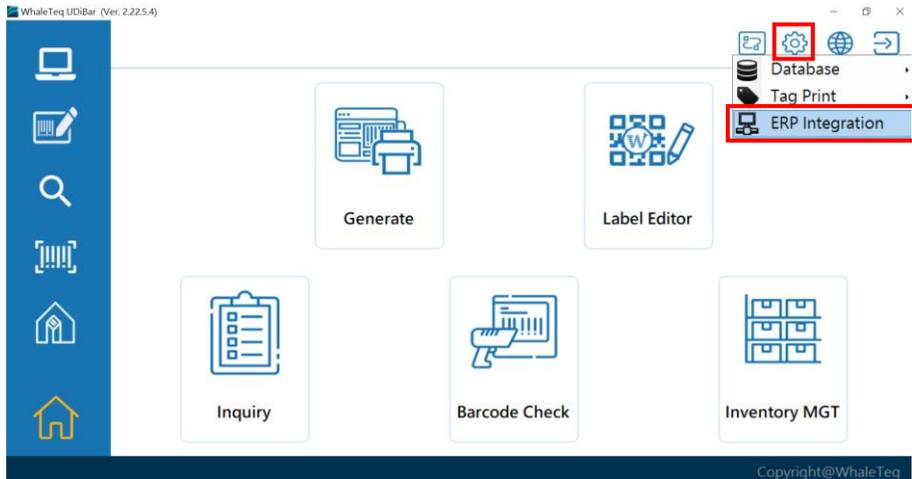


Figure 66: ERP Integration button

- (2) A pop-up window will show up to set up ERP integration.

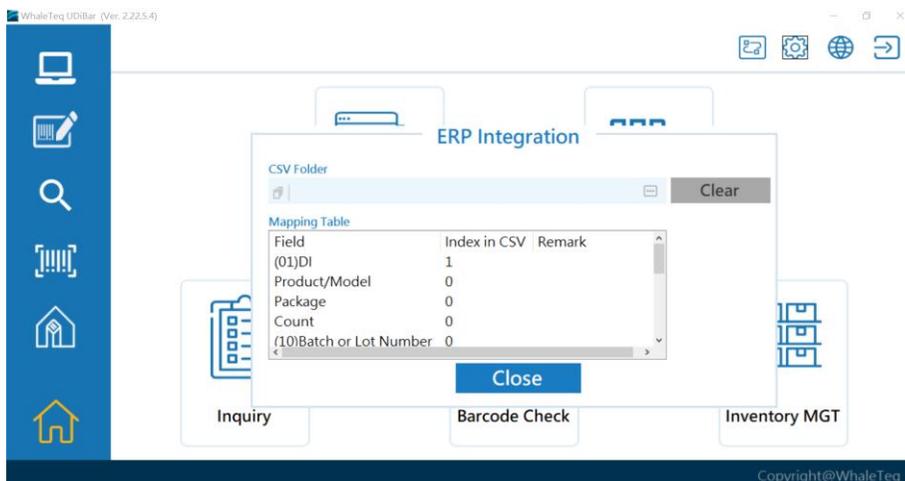


Figure 67: ERP setup options

- Export ERP data as CSV file to a new folder. Open UDiBar and import the file. Fill in the information fields to correspondent table.

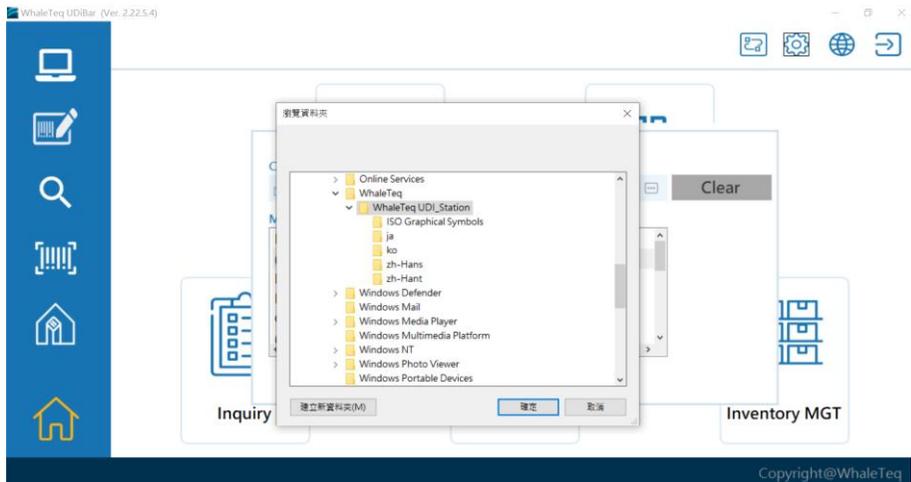


Figure 68: Import csv. file

- Open it after selecting the corresponding folder. UDiBar will display the ERP data.

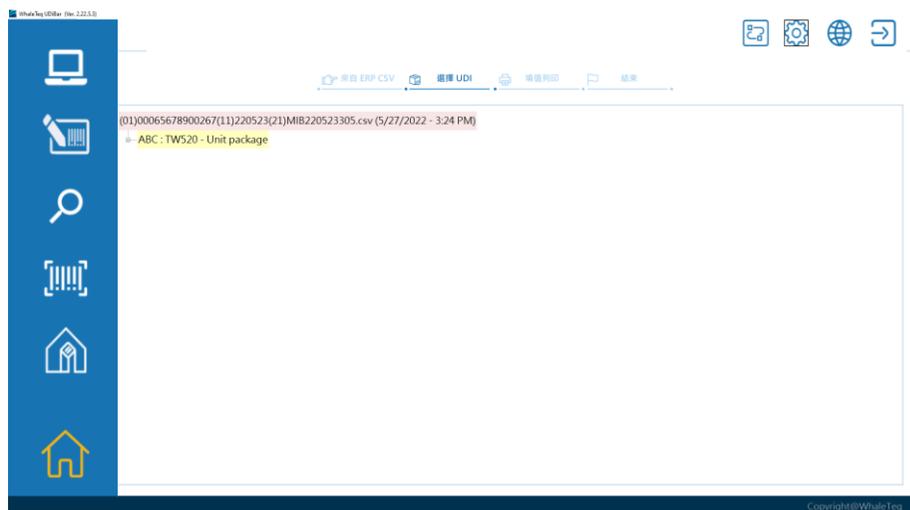


Figure 69: Opening imported file

- (5) To close ERP integration, repeat step (1) to open the ERP integration setting page, click [Clear] to close the window.

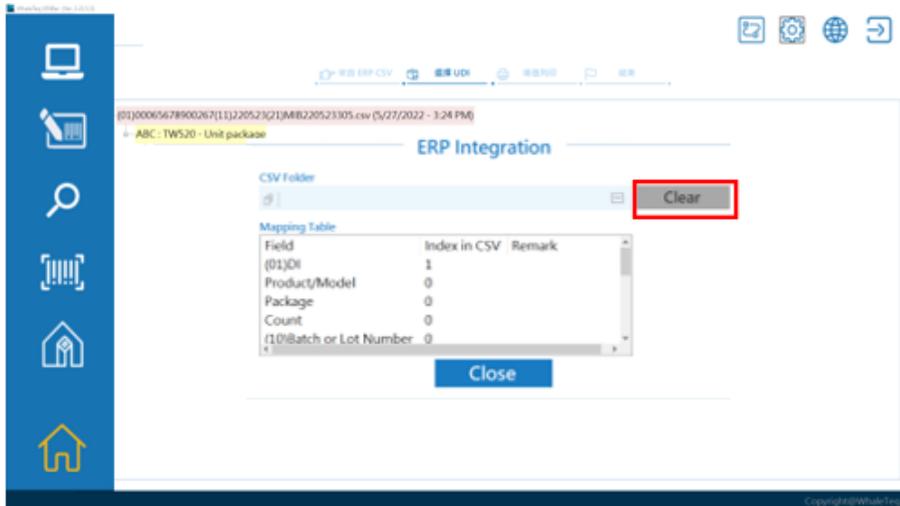


Figure 70: Close ERP integration

8.2 Label Generation

- (1) Click [Generate] or the computer symbol on the left side.

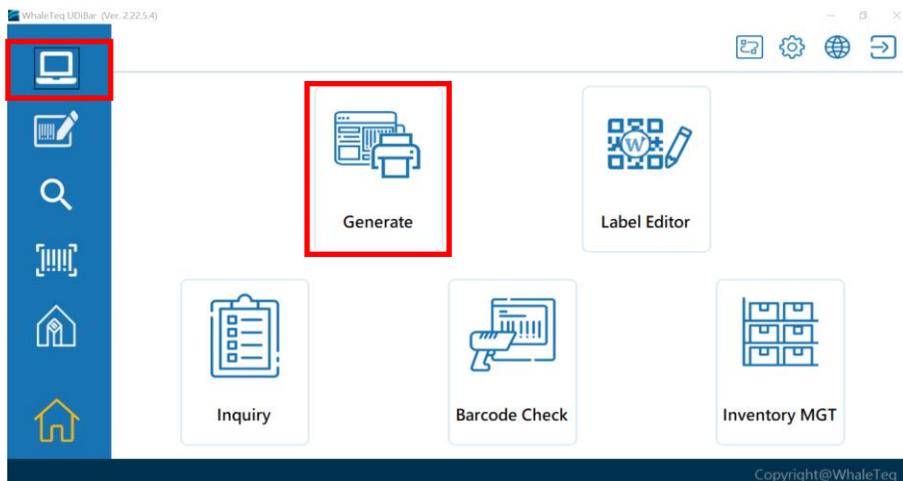


Figure 71: Click Generate

- (2) Enter product list page, select the product you want to create a label.

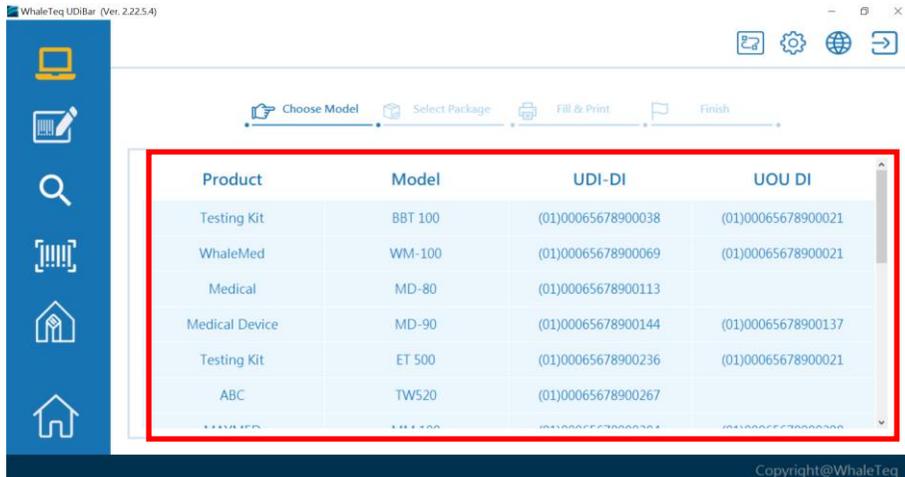


Figure 72: Enter product page

- (3) After clicking the product, it will automatically enter the package selection page, and select the product package layer that has been created and to be printed.

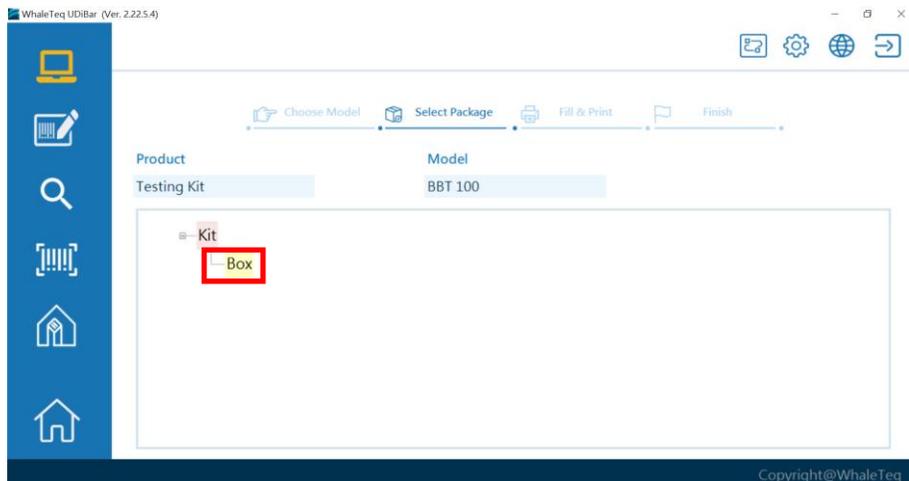


Figure 73: Select package

- (4) Enter printing page, fill in PI information, and click Submit & Print.

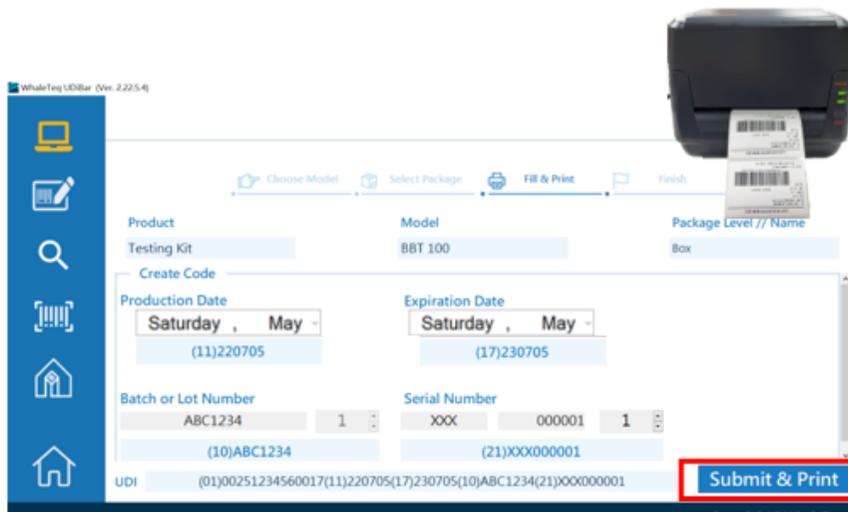


Figure 74: Submit and Print

Note: PI items are established in the Cloud database, and the actual numbers are filled in as figure 74 shown.

- (5) Users can choose different formats according to the specifications to be printed, including 1D and 2D codes, or labels that are already approved. In addition, exporting CSV file is also available.

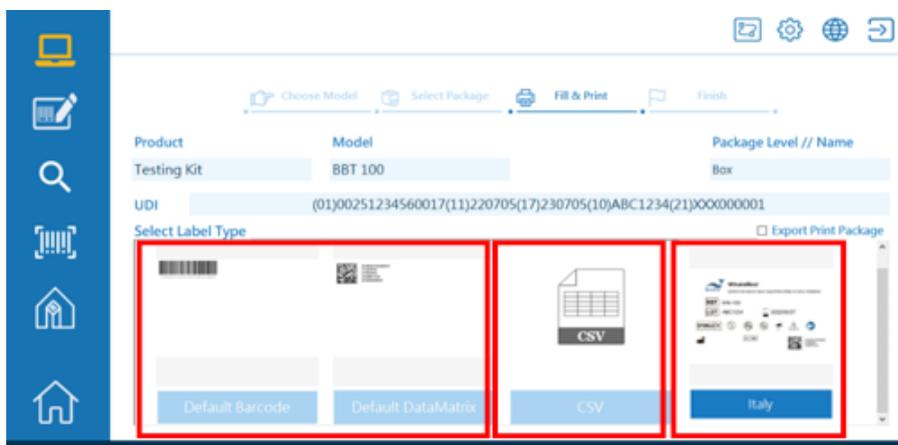


Figure 75: Select a print format

(6) Label printing process is shown in figure 76:

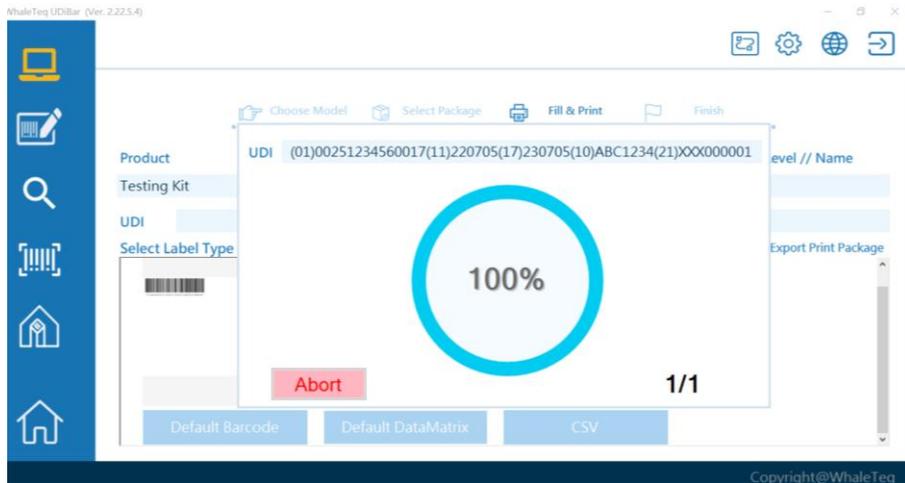


Figure 76: Label printing

Note: If barcode check is selected, please refer to [8.1.2 Printer Setting](#) for the sampling check setting. During printing, you are required to stop it and use barcode scanner to check the printed labels. After passing barcode check, printing will continue. Click [Abort], the printer will immediately stop printing labels.

(7) When the barcode printing is completed, the record will be displayed in the product barcode list.

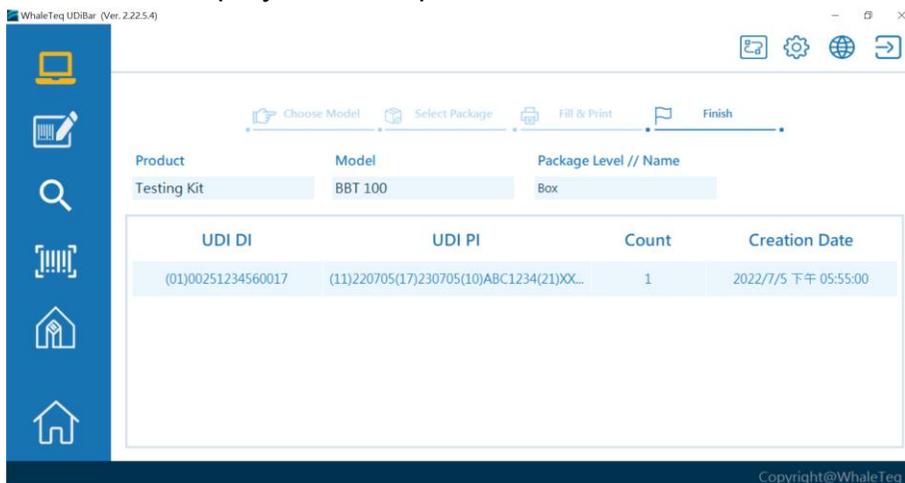


Figure 77: Printed barcode list

8.3 Label Editing

- (1) Click [Label Editor] or the barcode symbol on the left side.

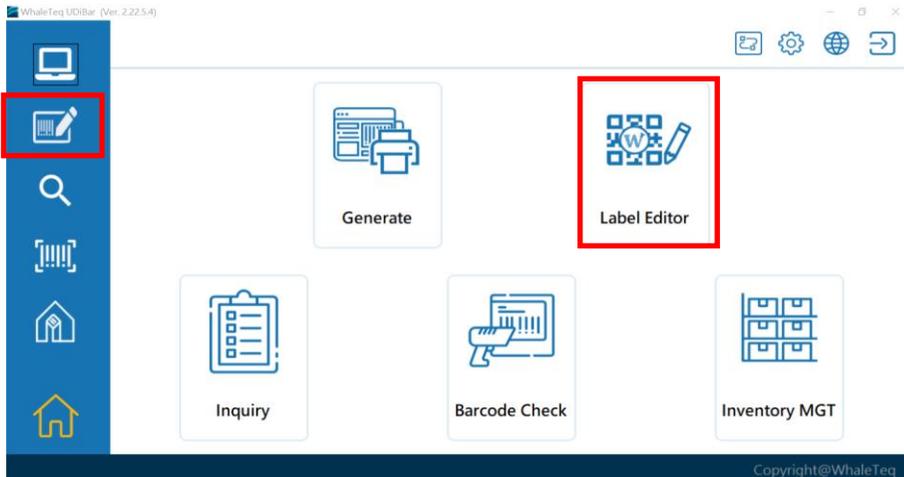


Figure 78: Click Label Editor

- (2) The page for label editing is shown in figure 79. The left side of figure 79 is the product packaging layer, and the right side is the label column.

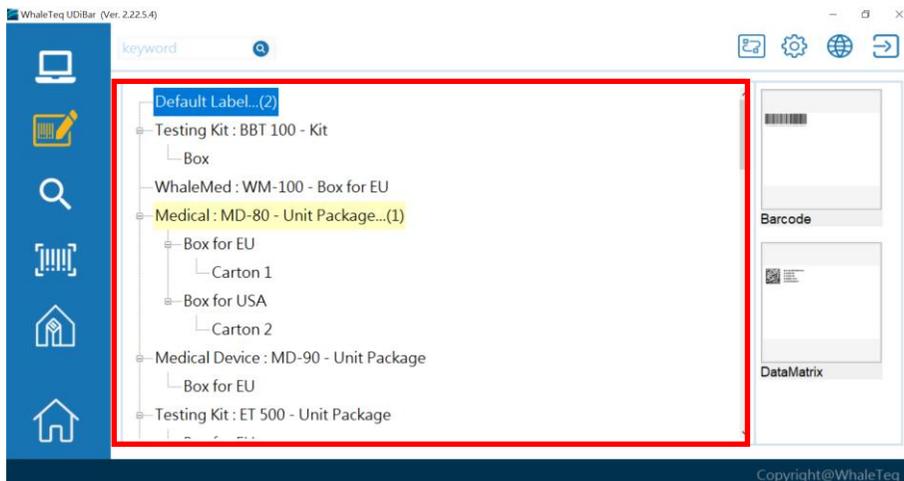


Figure 79: Product packaging and label column

- (3) The right side is the default label of 1D and 2D label that have been generated.

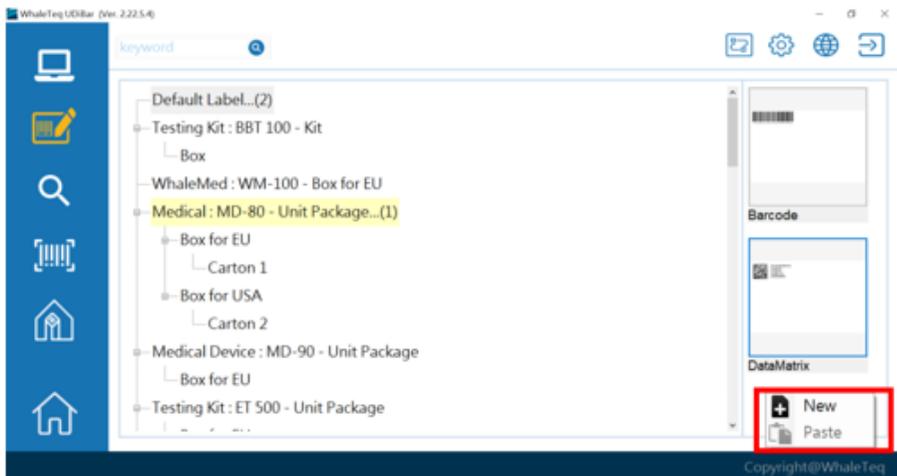


Figure 80: Adding new label and duplication

Note: Right-click on the blank space of label column and select [New] to add a new label, [Paste] to copy one.

- (4) The administrator logs in to the ADMIN account, clicks the edited label in the label column, and clicks the left mouse button to authorize or preview the label.

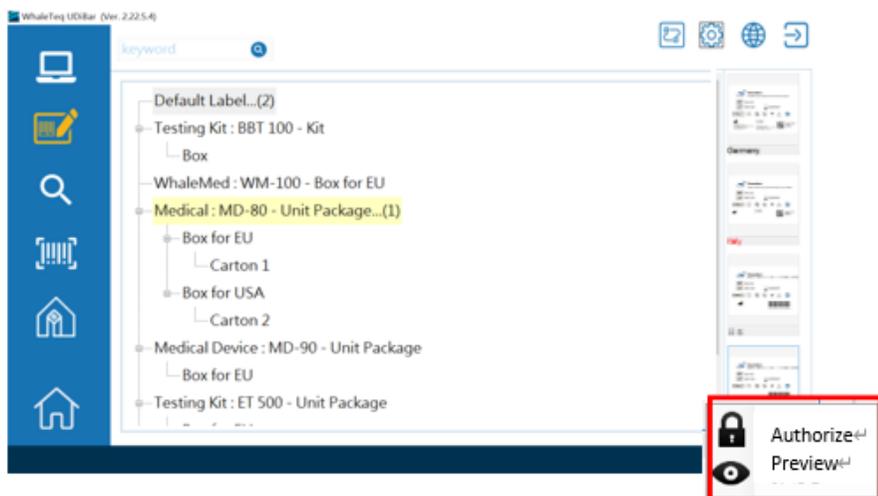


Figure 81: Authorize or preview labels

- (5) The user logs in to the user account, and clicks the left mouse button on the label column to choose to edit, copy, rename, delete or preview the label.

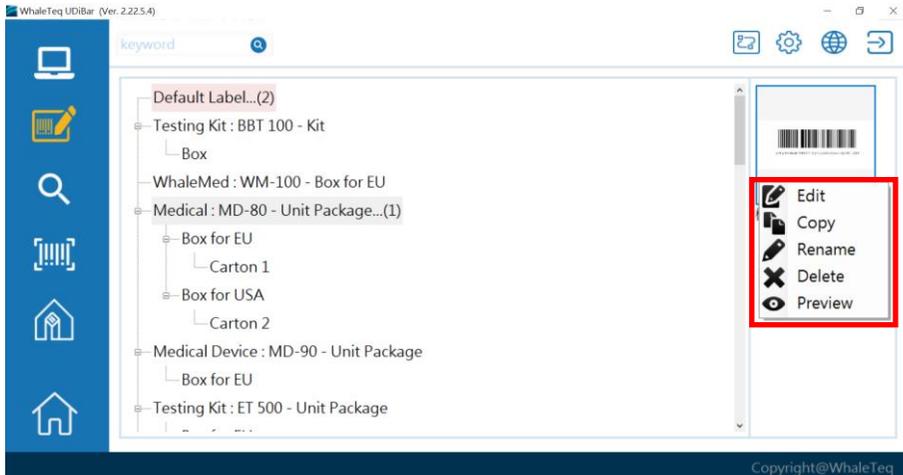


Figure 82: Label editing and other functions

- (6) If the user logs in the user account and clicks the label editor, the edit window will pop up. The label can be edited, and the base image can also be imported.

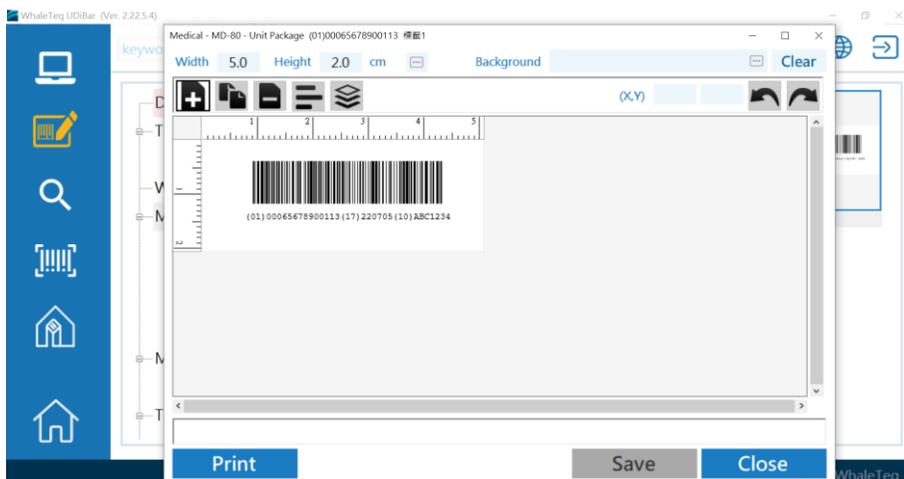


Figure 83: Label editing and base image importing

- (7) Red text on the label name indicates that the label has been authorized and can be printed; black indicates an unauthorized label; gray one indicates that the label has been sealed and cannot be used again.

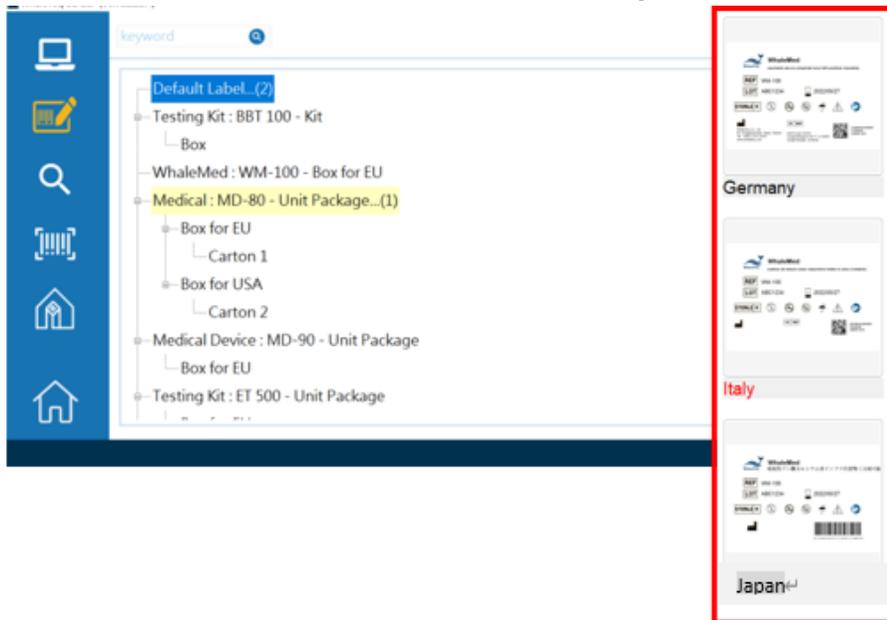


Figure 84: Different levels of label authorization

8.4 Barcode Check

- (1) Click [Barcode Check] or the barcode symbol.

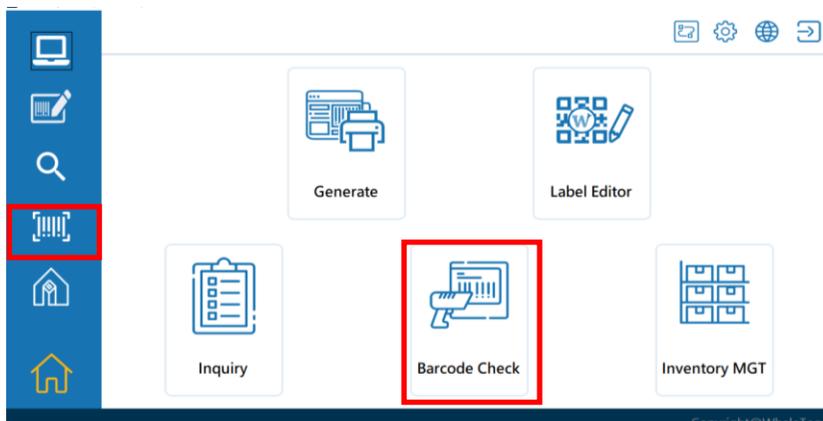


Figure85: Click Barcode Check

- (2) After entering the page, connect the scanner to the computer, and use it to verify the labels. If PASSED appears after scanning the code, it means that the label has passed the test and will be saved to database.

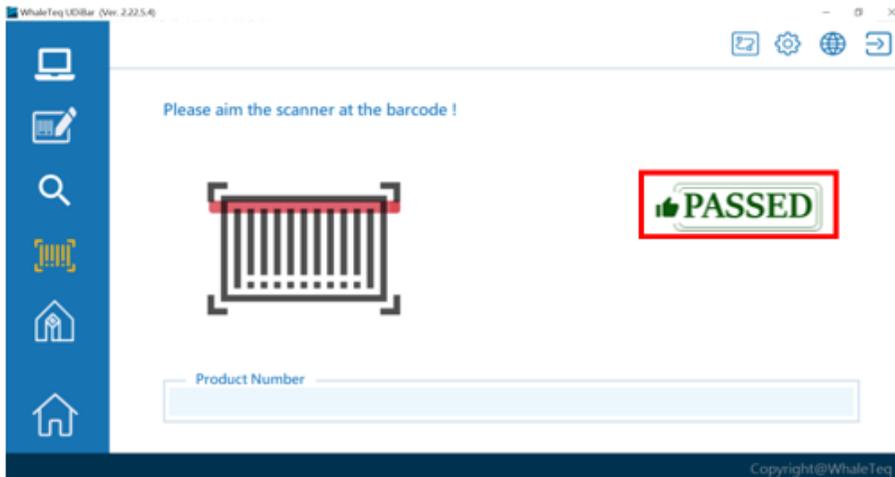


Figure 86: Barcode check passed

- (3) If FAILED appears, it means that the label is not in the database; or the label is defective during printing.

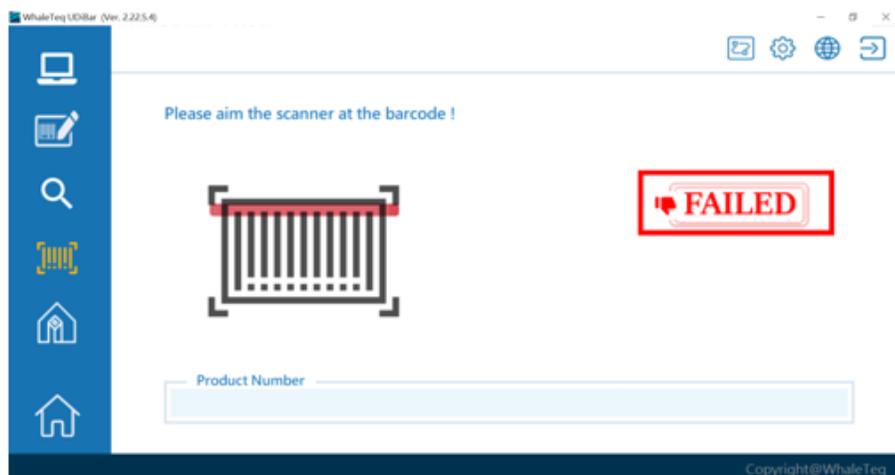


Figure 87: Barcode check failed

8.5 Inquiry

- (1) Click [Inquiry] or the magnifier symbol.

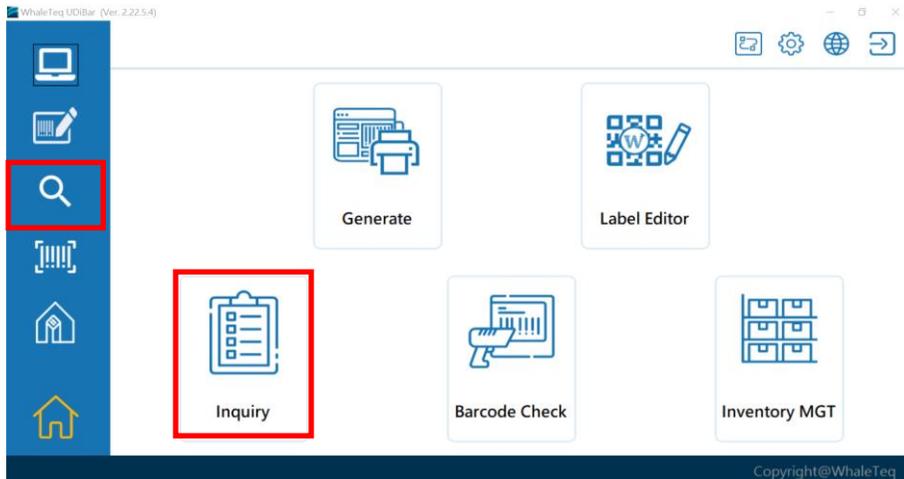


Figure 88: Click Inquiry

- (2) Enter the list, only the first 100 data in the database will be displayed. You can use keywords or dates to query product information, or directly click on the product on the screen to obtain barcode details.

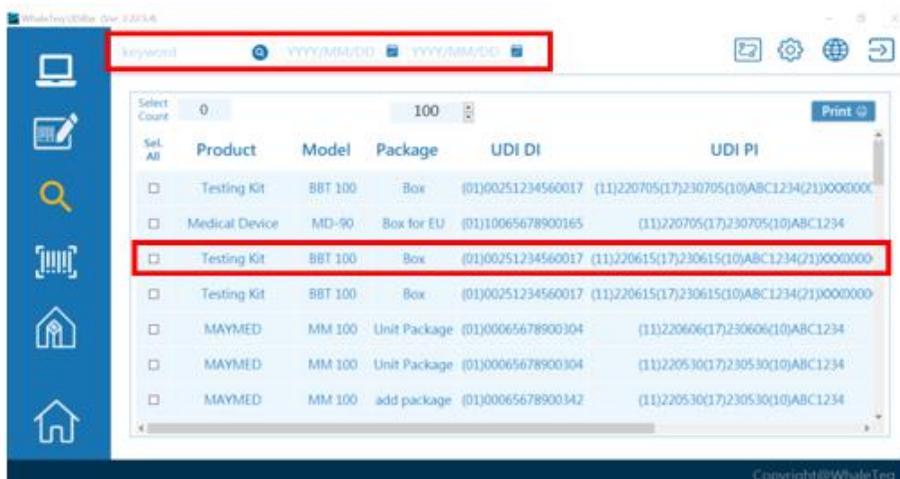


Figure 89: Query product information

- (3) Check the box on the left side of the product list and click [Print] to print the selected barcode again.

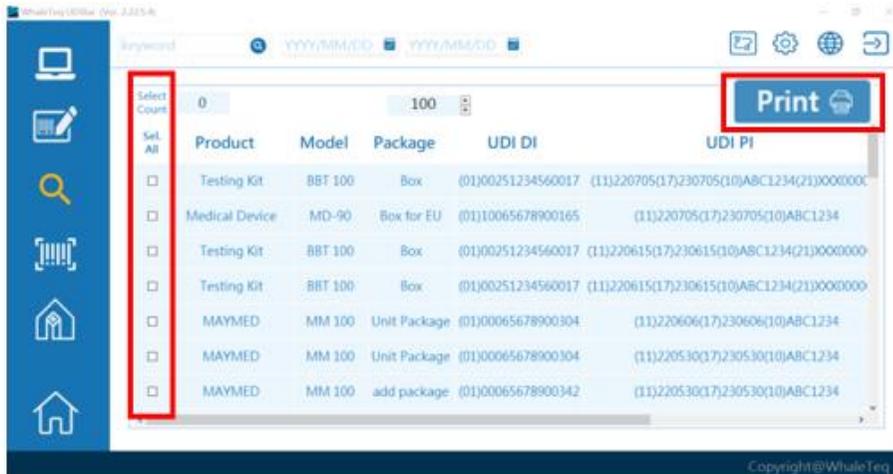


Figure 90: Print barcode again

- (4) After entering the page, you will get product detailed information, including: product number, product name, product model, product packaging level, UDI DI, UDI PI, barcode production time and PI table.

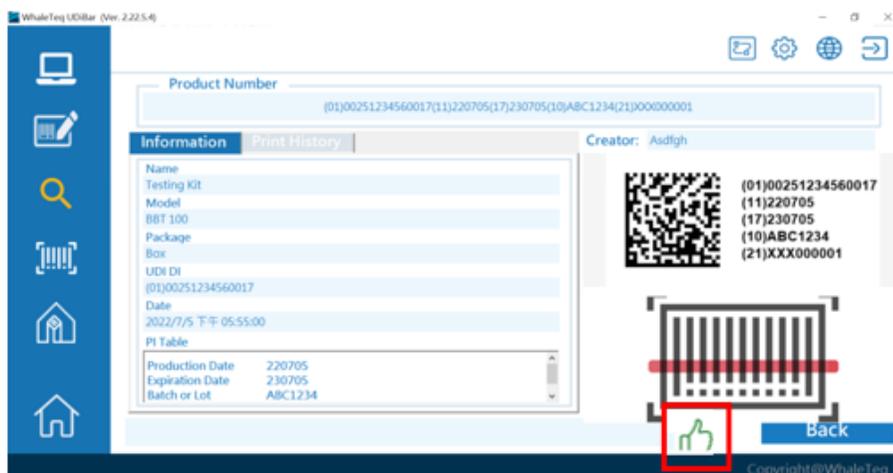


Figure 91: View product details

- (5) At the same time, you can also verify barcode on this page. Point the scanner at the printed barcode for verification. If there is a green thumb up, it means that the barcode meets the standard (Figure 91); if a red thumb appears down, it means the barcode does not meet the standard (Figure 92).

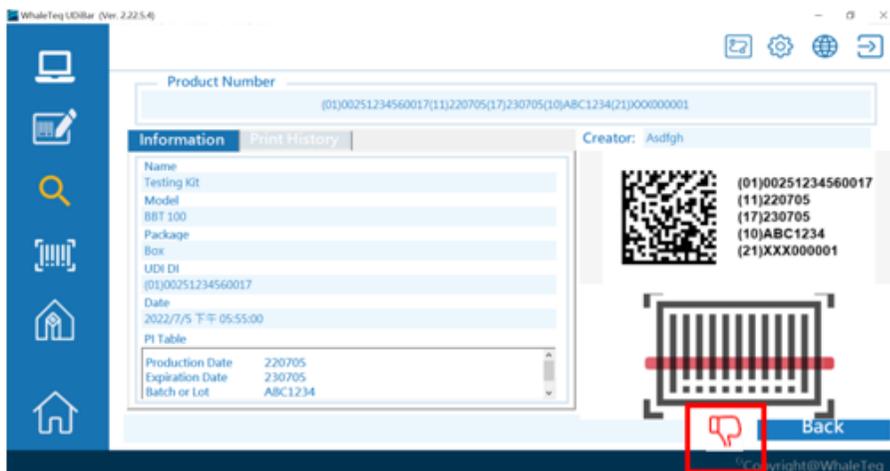


Figure 92: Scan barcode to verify

8.6 Inventory Management

(1) Click [Inventory MGT] or the warehouse symbol.

Note: MGT stands for Management.

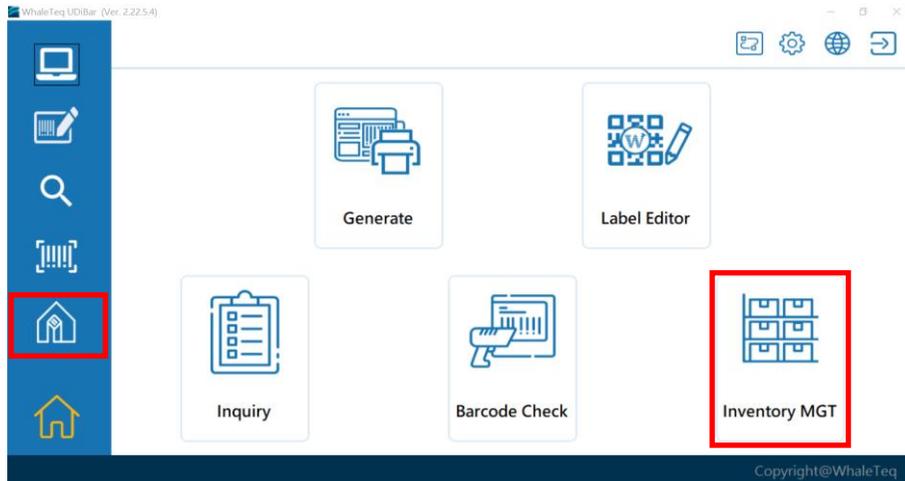


Figure 93: Click Inventory MGT

8.6.1 List

(1) There are three functions included: list, stock in and stock out. The following is a list of products that are already in stock. You can click on the product and check its status.

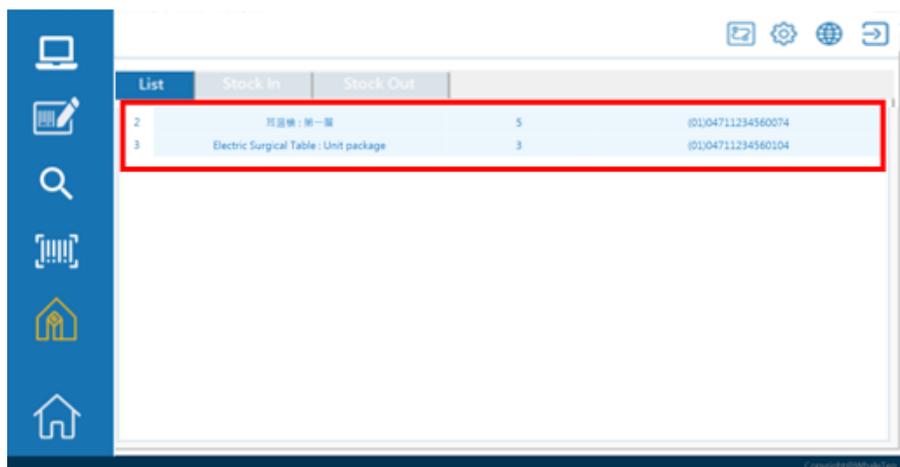
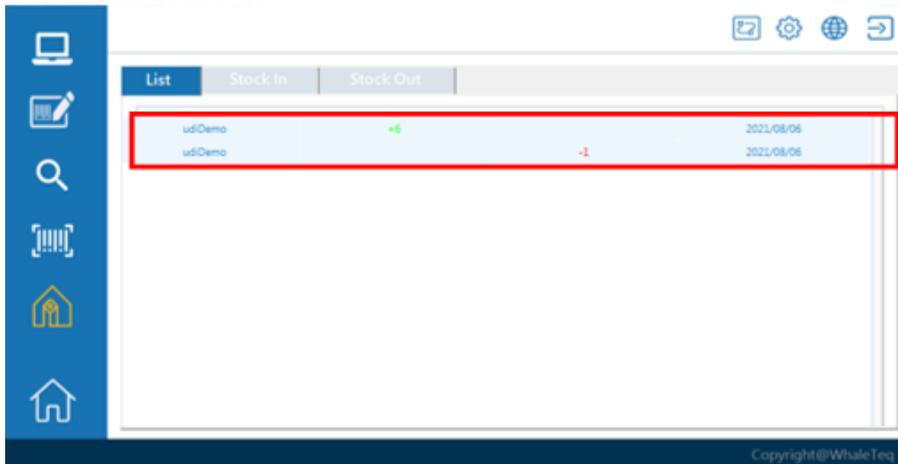


Figure 94: View Inventory List

- (2) After entering the page, you will see the status of the product in terms of days. Stock-in is indicated in green; Stock-out is indicated in red. Then click on a date to see all the details of that day.



List	Stock In	Stock Out	
udiDemo	+6		2021/08/06
udiDemo		-1	2021/08/06

Figure 95: Inventory product details (1)



UDI Pi	数量	時間
(11)210806(17)210806(21)ABC000001	1	17:30:04
(11)210806(17)210806(21)ABC000002	1	17:30:09
(11)210806(17)210806(21)ABC000003	1	17:30:14
(11)210806(17)210806(21)ABC000004	1	17:33:22
(11)210806(17)210806(21)ABC000005	1	17:33:27
(11)210806(17)230806(21)ABC000001	1	18:17:53

Figure 96: Inventory product details (2)

8.6.2 Stock In

- (1) Click the [List] above, switch it to [Stock in] mode, and connect the barcode scanner to the computer.

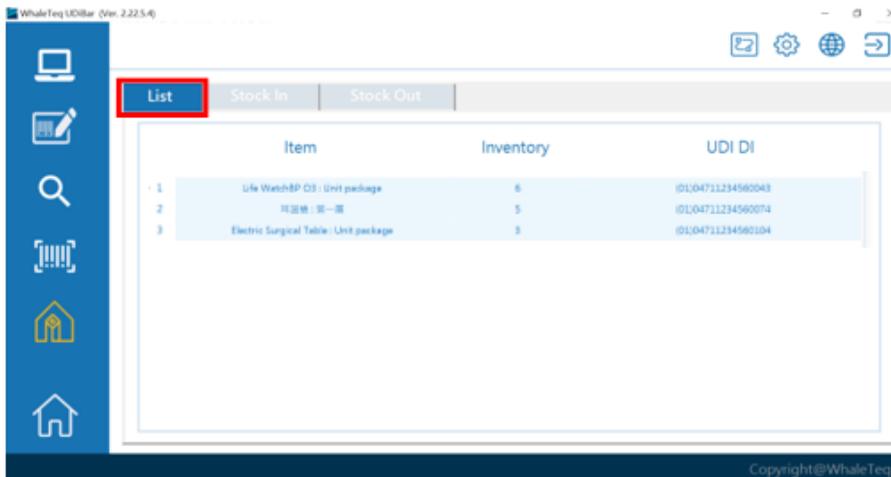


Figure 97: Inventory List

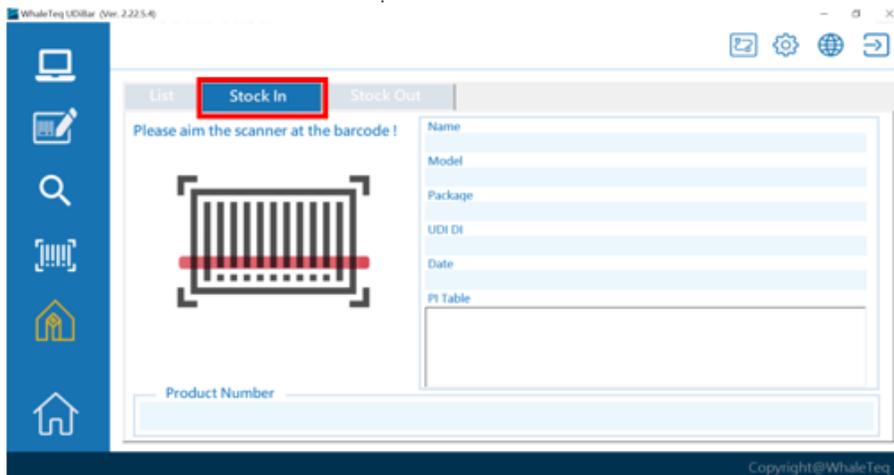


Figure 98: Stock in

- (2) Aim the barcode scanner at the barcode of the product to be put in stock, and the barcode scanned will appear on the screen. When the stock-in button appears on the screen, click it with the left mouse button, and it is successfully completed.

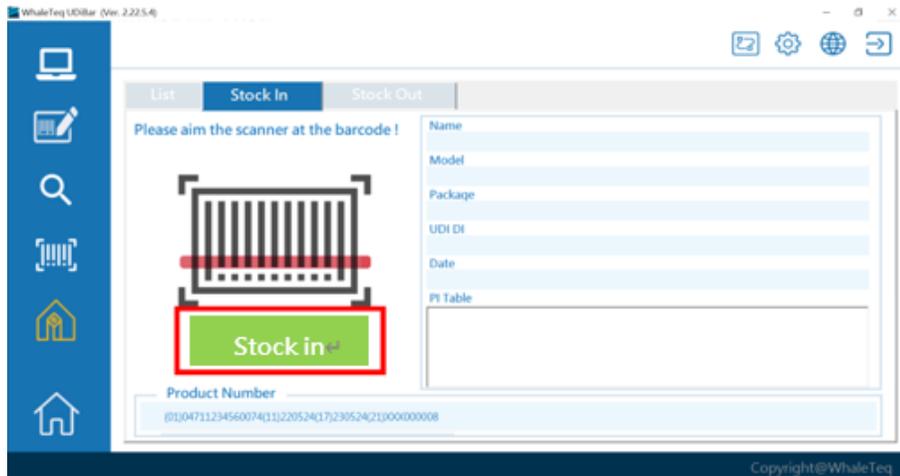


Figure 99: Scan barcode to stock in

8.6.3 Stock out

- (1) Click the [List] above, switch it to [Stock out] mode, and connect the barcode scanner to the computer.

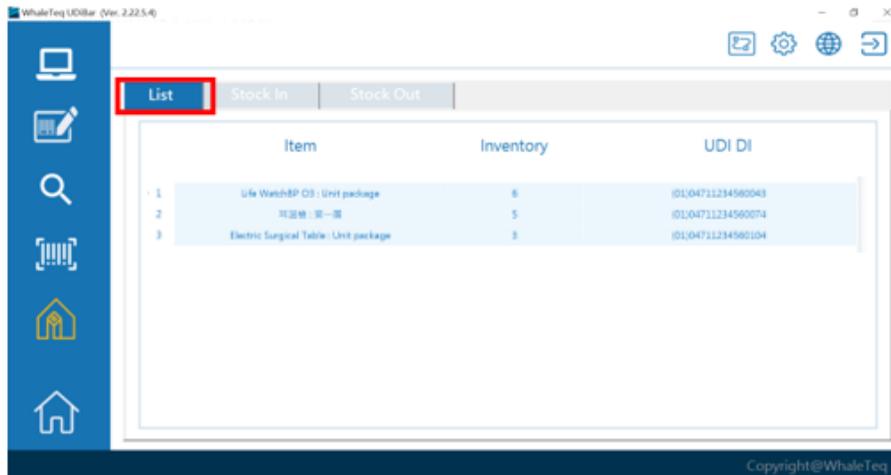


Figure 100: Switch to Inventory List page

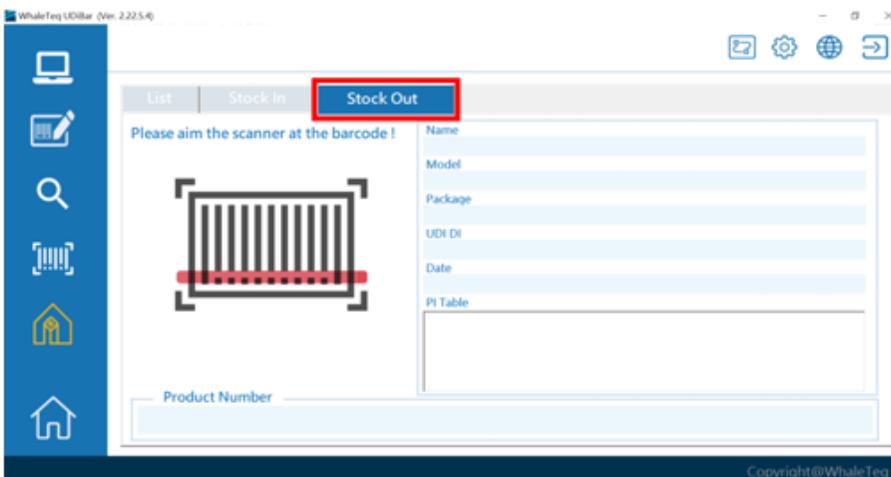


Figure 101: Stock out

- (2) Aim the barcode scanner at the barcode of the product to be stocked out, and the barcode scanned will appear on the screen. When the stock-out button appears on the screen, click it with the left mouse button, and it is successfully completed.

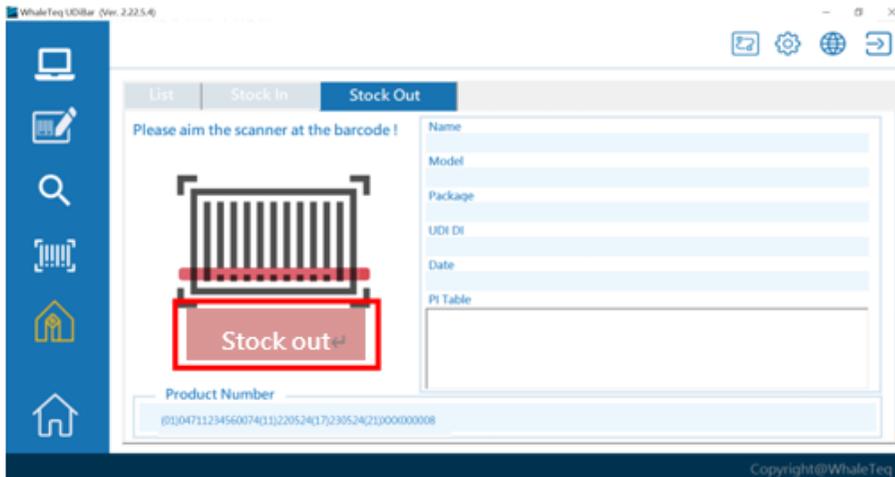


Figure 102: Scan barcode to stock out

8.7 Language Setting

- (1) Click the earth symbol in the upper right corner of the homepage. Select the language you want to use; the system will restart and change to the language of your choice. Currently, the system provides three languages: English, Traditional Chinese and Simplified Chinese.

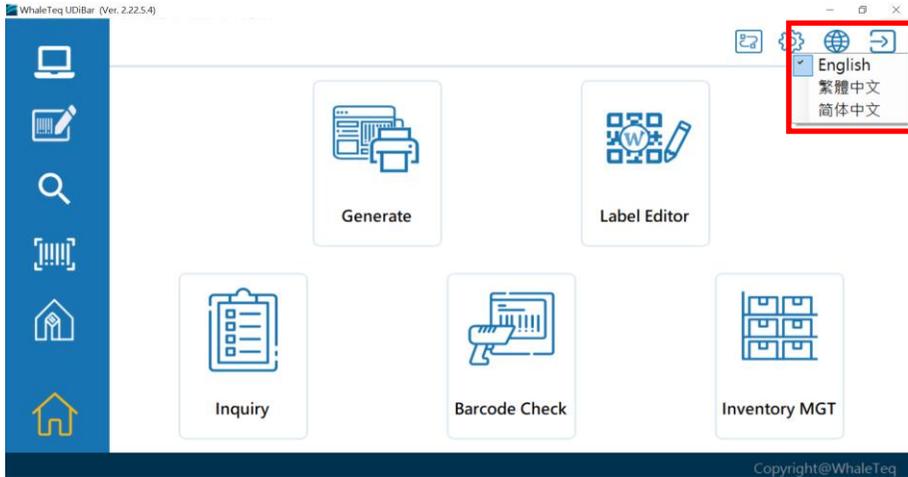


Figure 103: Language setting

8.8 Logout

- (1) Click the logout symbol in the upper right corner of the homepage, and it will automatically log out and close.

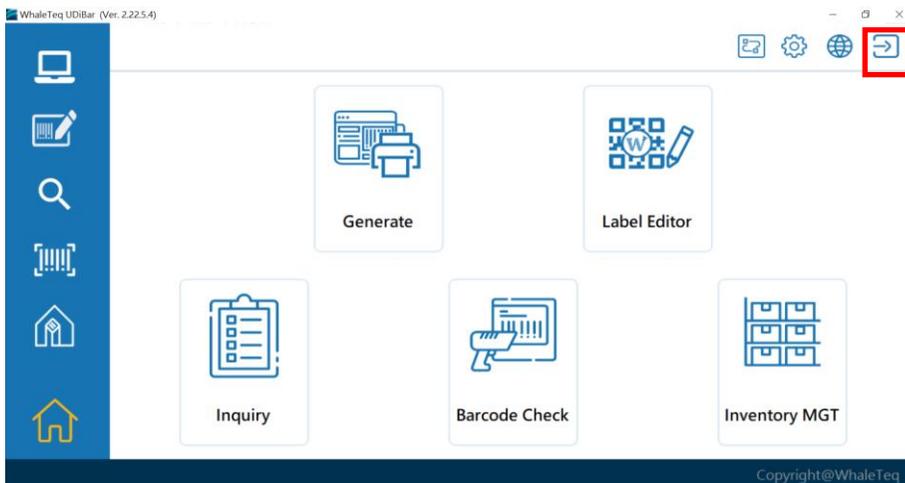


Figure 104: Logout

8.9 Return to Homepage

- (1) Wherever page you are in, just click the symbol of the house on the left to go back to the homepage.

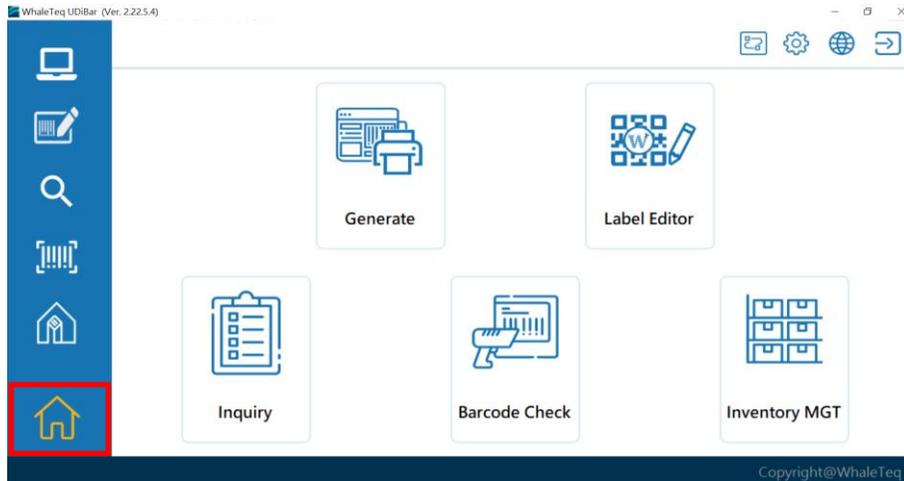


Figure 105: Return to homepage

9 Contact Information

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