




# ELFRING FONTS INC.

## FREE BAR CODE 39

This free package includes 3 versions of a bar code 39 font in TrueType and PostScript formats, a Windows utility, Bar39f, that helps you make bar codes, and Visual Basic macros for Excel, Access, and Word. Bar code 39 is the most popular bar code format. There are three basic versions of the bar code 39 font in this set: a human readable 39 with text on the bottom, one with text on the top, and another with no text. See the file License.pdf for **restrictions of the use of these fonts**.

	Bar Code 39	Bar Code 39 Human Readable	Bar Code 39 Human Readable Top
Bar Code 39 Samples			

### INSTALLATION

Please use our Freebarcod39.exe program to install this package and font set in Windows. The free fonts will be installed into your Windows font folder automatically. Our bar code utility program, Bar39f.exe, documentation, and matching files will also be installed. The bar code fonts will appear in all Windows font menus. You can select any one of the bar code just as you normally select any other font in your application. For help in building bar codes, run the Retail.exe utility program. To access the utility program or the documentation, click on Start, Programs, Bar 39 Free, and select the program or documentation item you want to view.

### USER ACCESSIBLE FILES

In Windows Vista and Windows 7, plus all future versions of Windows, users are not allowed to access any files stored in the Programs folder. The Visual Basic macros, label templates, and sample Excel spread sheet are placed into a folder named "Retail" in each user's Documents area. You can find these files as follows:

Windows XP: My Documents\Bar39f

Vista: Libraries\Documents\Bar39f

Windows 7: Libraries\Documents\Bar39f

### BAR CODE BASICS

A bar code is made up of a series of parallel vertical bars and spaces. Bar codes are designed to convey information in a machine-readable format. In addition, some bar codes include a human readable portion so that a human can easily understand the bar code. Bar codes always start with a special character, or symbol, that tells the machine scanning that bar code to start the reading process. *(This Start character will also tell the reader what bar code symbology is being used.)* A bar code

always ends with a special character, or symbol, that tells the reader that this is the end of the bar code (*the Stop character*).

The bar codes in this package are implemented as TrueType fonts. Each character in the font corresponds to its matching bar code pattern. To use a bar code font, you switch to the bar code font, enter the bar code Start character, the data that you want to encode, and the Stop character. Windows will display this data as a bar code on screen and will print a bar code on virtually any printer connected to Windows. For examples of how to do this, run the Bar39 program.

TrueType fonts are scaled by changing their height. The character's width is altered proportionate to the change in height. You can pick virtually any font height by changing the point size. (*There are 72 points to the inch.*) Unfortunately, when printing bar codes you frequently want to control both the bar height and its width, independent of each other. (*Printers and scanners can only handle a fixed range of print densities.*)

This package gives you six different print densities, or versions, of bar code 3 of 9. If you need thicker bars, which print at the same height, you use a shorter Bar Code 39 font at a bigger point size. If you need thinner bars, which print at the same height, you use a taller Bar Code 39 font at a smaller height. By switching between the six different versions of the same bar code font, you should be able to print these bar codes at both the height and the width you need.

## FREE BAR CODE FONTS

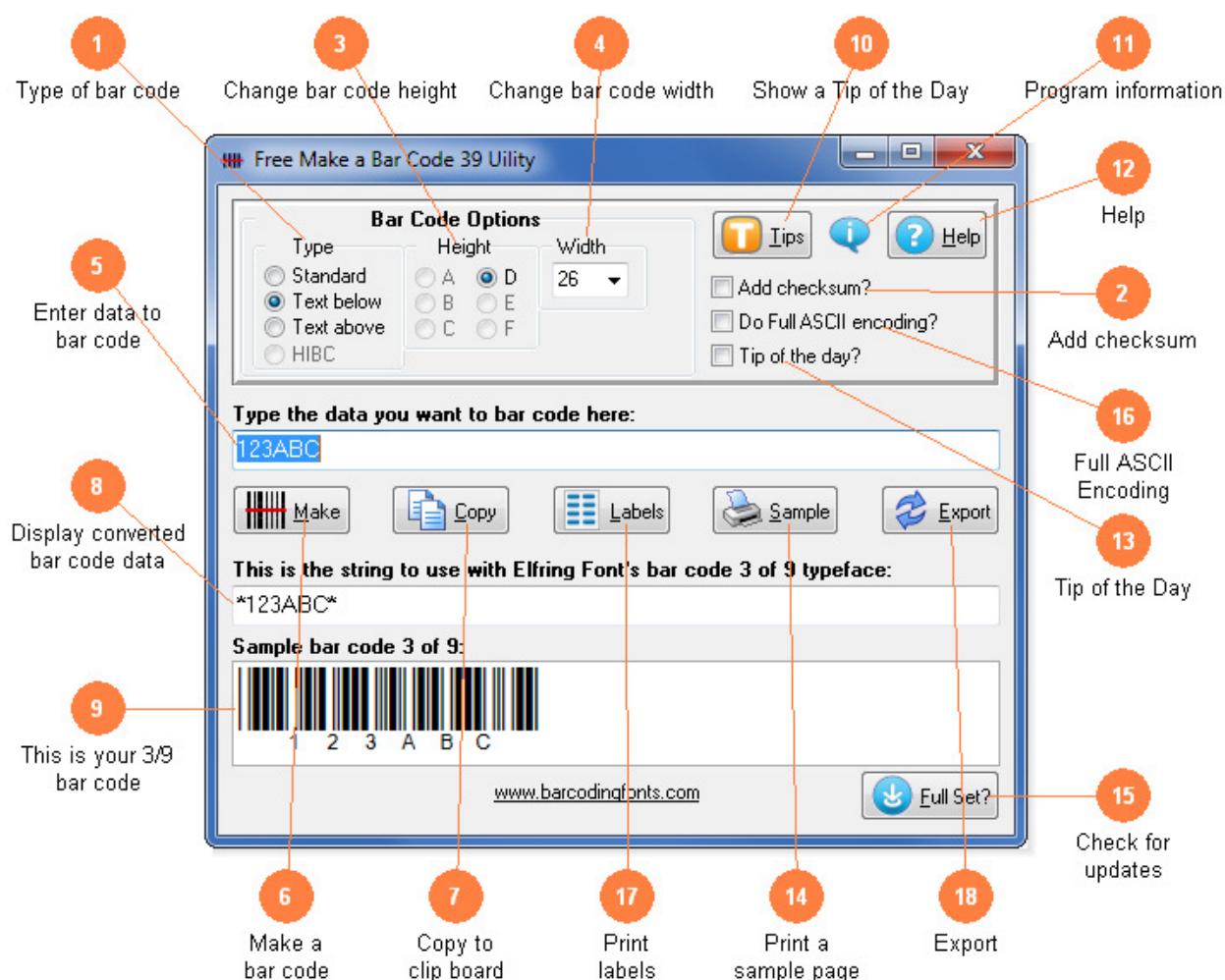
This package contains three different versions of the bar code 39 font. They include a standard bar code, a human readable bar code with text below, and a human readable bar code with text above. In the retail version, each has 6 separate variations, so you can control bar code height and width independent of each other. This **free** bar code set only contains size "d", a total of 3 fonts.

Typeface Name				Elfring Bar Code 39 d Hp		
Bar Code 39						
Typeface Name				Elfring Bar Code 39 d Hb		
Bar Code 39 Human Readable						
Typeface Name				Elfring Bar Code 39 d Ht		
Bar Code 39 Human Readable Top						

The TrueType versions of these fonts were automatically installed into your Windows font folder and are ready for immediate use. If you need to use PostScript versions of these fonts, the PostScript fonts have not been installed. They are available in the folder: \Program Files\Free Bar Code 39. These files are named: ElfringBar39FreeHb.otf, ElfringBar39FreeHt.otf, and ElfringBar39FreeHp.otf.

## FREE BAR39F UTILITY PROGRAM

This utility converts your bar code 39 data into actual bar codes. Use this utility to build 39 bar codes and then to copy and paste them into other Windows programs for printing or to print sheets of bar code labels. These bar code fonts are compatible with virtually any Windows program. For programs like Excel and Access see the package documentation for details on using our Visual Basic macros directly inside of those programs.



- 1) Select the type of bar code 39 to create. Standard bar codes just display bar code patterns. You can also choose human readable bar codes that display the text the bar code represents either above or below it. The HIBC bar code type is disabled.

- 2) Calculate and add the option bar code 39 checksum (rarely used). This is the standard mod 43 checksum.
- 3) Modify the height of a bar code without changing the width. Bar codes can range from .25 to 1 or more inches in height. This free set limits you to one height
- 4) Scale the bar code width up or down by increasing or decreasing the point size.
- 5) Type in the data you want to bar code here. Your data can contains numbers (0-9), upper case letters (A-Z) and the special characters: space, \$ % + - . /. Our program will add the Start and Stop character for you. If you enable the optional checksum, this will be calculated and added to your bar code.
- 6) Click this button to make a bar code from your number. The bar code will then be displayed in the bottom window of this program.
- 7) Copy your completed bar code to the Windows clip board. (*The Windows clip board is invisible- don't worry about where it is or how it works.*) You can then paste this bar code directly into virtually any Windows program by pressing Ctrl-V or using the Edit, Paste menu in that program.
- 8) This is the string of characters to use with our bar code fonts. This string includes the Start and Stop codes plus any optional checksum. Note that while you can type in the bar code 39 font, you must always add a Start and Stop character.
- 9) This is a sample of what your bar code will look like. Note that Windows screen resolution is fairly low, so the bar code displayed may not exactly match what will be printed.
- 10) Display the next program Tip of the Day. From here you can page forwards or backwards through the entire list of available tips.
- 11) Display program and contact information including the version number of this software.
- 12) Launch the Windows Help application. The Help form will give you detailed answers to most questions about the program.
- 13) Display the next *Tip of the Day* on each start up when this is checked. Uncheck the box to stop this start up behavior.
- 14) Print a sample page of your 39 bar code to see just what it will look like. This sample page shows you your bar code in a number of different sizes. Use this printout to check bar codes you are printing yourself.
- 15) Info on the full version. Explains other bar code products we offer, scanners, and special deals
- 16) Allow Full ASCII encoding in the bar code. Note your bar code scanner must have this feature enabled or you will not see Full ASCII.

- 17) Print a sheet of labels. Click to open a window to select your label size, and then launch your word processor with that label template. Paste the bar code into any label and add text or graphics.

## FREE BAR CODE 39

Bar Code 39 is a simple bar code format. It does not require a checksum, but an optional checksum can be used in special situations. All 39 bar codes use the \* (*asterisk*) to start and end a bar code. The code 39 format lets you encode numbers, capitol letters, some punctuation, and the space character in your bar code data. These fonts let you access the characters shown in Table 1:

**Table 1**

ASCII	Code 39		ASCII	Code 39		ASCII	Code 39		ASCII	Code 39
space	~		3	3		E	E		P	P
\$	\$		4	4		F	F		Q	Q
%	%		5	5		G	G		R	R
*	Start/Stop		6	6		H	H		S	S
+	+		7	7		I	I		T	T
-	-		8	8		J	J		U	U
.	.		9	9		K	K		V	V
/	/		A	A		L	L		W	W
0	0		B	B		M	M		X	X
1	1		C	C		N	N		Y	Y
2	2		D	D		O	O		Z	Z

Note that since TrueType fonts do not allow a printable character to be defined for the space position, we have mapped the actual bar code 3 of 9 space to the tilde ~ character. If you want to use Access, Excel, or Word to print bar codes, see the information on Visual Basic functions in this manual.

To print a bar code of the data 012345, you need to add a Start character to the beginning of the string, and the matching Stop character at the end of the string. So the actual string to print is \*012345\*. This becomes the bar code:



## FREE BAR CODE 39 CHECKSUM

Bar code 39 supports an optional checksum. The checksum character follows your data, and is positioned before the Stop code. The checksum is calculated by assigning each character a numerical Value, summing the Values of all characters, and then performing a modulo 43 division. Table 2 shows the numerical Value assignment for bar code 39.

For example, to generate a checksum for the string “CODE 39”, you look up the Values of these characters and add them together:

$$12 + 24 + 13 + 14 + 38 + 3 + 9 = 113$$

Now divide by 43 and use the remainder (not the result) as the checksum:

$$113 / 43 = 2 \text{ remainder } 27$$

So the checksum has a value of 27, which from the chart above is an “R”. Thus the string to use to encode a bar code 39 with checksum for “CODE 39” is

\*CODE~39R\*



**Table 2**

Code 39	Value		Code 39	Value		Code 39	Value		Code 39	Value
0	0		B	11		M	22		X	33
1	1		C	12		N	23		Y	34
2	2		D	13		O	24		Z	35
3	3		E	14		P	25		-	36
4	4		F	15		Q	26		.	37
5	5		G	16		R	27		space	38
6	6		H	17		S	28		\$	39
7	7		I	18		T	29		/	40
8	8		J	19		U	30		+	41
9	9		K	20		V	31		%	42
A	10		L	21		W	32			

## HEALTH INDUSTRY BAR CODES (HIBC)

Each Health Industry Bar Codes (HIBC) bar code starts with a + character to identify it as an HIBC code. This is followed by three fields of bar code data and then a checksum. The first field is a 4 character identifier which consists of a letter followed by 3 digits. (*This unique identifier is assigned to you by the HIBCC.*) This identifier is followed by a 1 to 13 alphanumeric product or catalog number. Finally the last character in your data is a unit of measurement digit from 0 - 9. A checksum digit is required after your data. Our software always adds the Start and Stop characters, the leading +, and the checksum. **Note the free package will not calculate or make HIBC bar codes.** If you need this functionality, you will need to purchase the full retail package.

Special Start	+	A 1D barcode representing the HIBC string: *+A123123451U*. The characters are printed below the bars.
4 Character identifier	A123	
Product / Catalog	12345	
Measurement	1	
Checksum	U	

## FREE BAR CODE 39 FULL ASCII

Bar code 39 has only 43 characters defined for it. However, it is possible to encode all 128 ASCII characters using the Full ASCII mode of bar code 39. Note that Full ASCII is a function of the bar code reader, not the bar code. Your bar code scanner must have this feature and you must enable it in your reader before trying to scan Full ASCII data.

When a bar code reader scans Full ASCII data, it uses the symbols \$ / % and + to modify the meaning of the other characters in bar code 39. So it takes two characters to create each new ASCII character. You get a much lower printer density, but can print the full ASCII character set. Table 3 shows the encoding used to generate Full ASCII. Note that if your bar code reader does not support Full ASCII mode, you will simply get the two characters you used to represent the single ASCII character.

**Table 3**

ASCII		Code 39	ASCII		Code 39	ASCII		Code 39	ASCII		Code 39
Char	Decimal		Char	Decimal		Char	Decimal		Char	Decimal	
NUL	00	%U	Space	32	~	@	64	%V	`	96	%W
SOH	01	\$A	!	33	/A	A	65	A	a	97	+A
STX	02	\$B	"	34	/B	B	66	B	b	98	+B
ETX	03	\$C	#	35	/C	C	67	C	c	99	+C
EOT	04	\$D	\$	36	/D	D	68	D	d	100	+D
ENQ	05	\$E	%	37	/E	E	69	E	e	101	+E
ACK	06	\$F	&	38	/F	F	70	F	f	102	+F
BEL	07	\$G	'	39	/G	G	71	G	g	103	+G
BS	08	\$H	(	40	/H	H	72	H	h	104	+H
HT	09	\$I	)	41	/I	I	73	I	i	105	+I
LF	10	\$J	*	42	/J	J	74	J	j	106	+J
VT	11	\$K	+	43	/K	K	75	K	k	107	+K
FF	12	\$L	,	44	/L	L	76	L	l	108	+L
CR	13	\$M	-	45	-	M	77	M	m	109	+M
SO	14	\$N	.	46	.	N	78	N	n	110	+N
SI	15	\$O	/	47	/O	O	79	O	o	111	+O
DLE	16	\$P	0	48	0	P	80	P	p	112	+P
DC1	17	\$Q	1	49	1	Q	81	Q	q	113	+Q
DC2	18	\$R	2	50	2	R	82	R	r	114	+R
DC3	19	\$S	3	51	3	S	83	S	s	115	+S
DC4	20	\$T	4	52	4	T	84	T	t	116	+T
NAK	21	\$U	5	53	5	U	85	U	u	117	+U
SYN	22	\$V	6	54	6	V	86	V	v	118	+V
ETB	23	\$W	7	55	7	W	87	W	w	119	+W
CAN	24	\$X	8	56	8	X	88	X	x	120	+X
EM	25	\$Y	9	57	9	Y	89	Y	y	121	+Y
SUB	26	\$Z	:	58	/Z	Z	90	Z	Z	122	+Z
ESC	27	%A	;	59	%F	[	91	%K	{	123	%P
FS	28	%B	<	60	%G	\	92	%L		124	%Q
GS	29	%C	=	61	%H	]	93	%M	}	125	%R
RS	30	%D	>	62	%I	^	94	%N	~	126	%S
US	31	%E	?	63	%J	_	95	%O	DEL	127	%T

## ASPECT RATIOS / PRINT DENSITY

The wide to narrow ratio for these bar code fonts is 3.0. This ratio can not be changed. This free bar code set does not let you vary the aspect ratio of the bar code. The retail font set includes 6 different aspect ratios of each bar code: .25 (A), .5 (B), .75 (C), 1.0 (D), 1.5 (E), and 2.0 (F). When you are building a bar code, start with the D version of the bar code font. Once you have the bar code length set to what you want, you can vary the bar code height, without changing the bar code length, by changing the font to one of the A, B, C, E, or F versions. The B version will print a bar code of exactly the same length as the D, but at .5 times the bar height. The E version will print a bar code of exactly the same length as the D, but at 1.5 times the bar height. Maximum print density (*not including Start/Stop codes*) is 6.25 characters/inch on 300 dpi printers, or 12.5 CPI on 600 dpi printers. If you exceed this print density, your bar code scanner may not be able to read the bar codes you print.

## PRINTING SHEETS OF LABELS

This free bar code font set adds the ability to print bar codes to other, existing Windows programs. It does not print bar code labels all by itself. It uses label templates to lay out label sheets in your existing word processor. A template tells your word processor how to arrange information to fit specific sheets of labels. Once you have a template you can use any word processor to build your own labels with bar codes. The bar codes do not have to be identical and you can also include other text or graphics on each label. Our utility will let you create a bar code and then automatically open up the label template of your choice in your word processor.

Just click on *Labels*, select a label size, and click *Print*. Your word processor will open and display the label template. Put the cursor in the first label and paste your bar code there. Adjust the size of the bar code to fit the label by changing the font name and point size.

This package includes label templates in RTF format (*compatible with virtually all word processors*) for most popular label styles. You can open any of these templates in your word processor to lay out a label. To locate these files using your word processor click on Open and then select the “Libraries\Documents” folder. Look for a new subfolder with the name: \Bar39.

Template	Label Size	Labels/Sheet
ef167.rtf	1.75 x 0.50	80
ef570.rtf	1.75 x 1.25	32
ef060.rtf	2.625 x 1.00	30
ef161.rtf	4.00 x 1.00	20
ef162.rtf	4.00 x 1.33	14
ef163.rtf	4.00 x 2.00	10
ef197.rtf	4.00 x 1.50	12
ef164.rtf	4.00 x 3.33	6

Our Bar39.exe utility also lets you use your own custom label template. See your word processor manual for details on how to create a template, or download one from your label supplier. Once you have your own custom template, save the template file (*in rich text format*) in the Libraries\Documents\Bar39 folder with the file name “custom.rtf”. Our Bar39.exe utility will directly access that template to let you easily print labels.



## EMBEDDING BAR CODE FONTS IN PDF FILES

The fonts in this bar code set have restricted embedding rights. When you embed a font in a PDF document, you are actually distributing a copy of that font with every single PDF file you generate. Your PDF generator glues a copy of the bar code font to the end of each PDF file it builds. This font is then installed on every computer that views the PDF document.

## VISUAL BASIC MACROS FOR ACCESS, EXCEL, AND WORD

This free package contains Visual Basic macros that let you automatically build bar code 39 strings in Excel, Access, and indirectly in Word. These macros, and a sample Excel spread sheet that uses them, are located in a folder called Bar39f under your My Documents folder. (**My Documents\Bar39f**) This set includes the following functions:

**Table 4**

<b>Function</b>	<b>Details</b>
Bar39(Text)	Converts the input text data into a complete bar code 39. The function adds the Start code, throws away all characters that aren't in standard bar code 39, appends the data, and puts the Stop code at the end. This result must be formatted with one of the following typefaces: Bar Code 39 a, Bar Code 39 a HR, Bar Code 39 b, Bar Code 39 b HR, Bar Code 39 c, Bar Code 39 c HR, Bar Code 39 d, Bar Code 39 d HR, Bar Code 39 e, Bar Code 39 e HR, Bar Code 39 f, Bar Code 39 f HR.
Bar39cs(Text)	Converts the input text data into a bar code 39 with checksum. The function adds the Start code, throws away all characters that aren't in standard bar code 39, appends the data, calculates and appends the checksum, and puts the Stop code at the end. This result must be formatted with one of the following typefaces: Bar Code 39 a, Bar Code 39 a HR, Bar Code 39 b, Bar Code 39 b HR, Bar Code 39 c, Bar Code 39 c HR, Bar Code 39 d, Bar Code 39 d HR, Bar Code 39 e, Bar Code 39 e HR, Bar Code 39 f, Bar Code 39 f HR.
Bar39fa(Text)	Converts the input text data into a bar code 39 in Full ASCII mode. Note your bar code reader must have Full ASCII mode enabled to use this function! The function adds the Start code, converts characters that aren't in standard bar code 39 into their Full ASCII character pairs, appends the data, and puts the Stop code at the end. This result must be formatted with one of the following typefaces: Bar Code 39 a, Bar Code 39 a HR, Bar Code 39 b, Bar Code 39 b HR, Bar Code 39 c, Bar Code 39 c HR, Bar Code 39 d, Bar Code 39 d HR, Bar Code 39 e, Bar Code 39 e HR, Bar Code 39 f, Bar Code 39 f HR.

### **Warning!**

Unlike our utility program, *Bar39f*, these Visual Basic functions do **very** limited error checking. You must make sure that the data you send to the function is correct! If you send bad data, your bar codes may be unreadable or they may not encode the data you think they have. Please use the *Bar39f* utility program to verify that your data is correct before using these Visual Basic functions to mass produce bar codes.

### Using Visual Basic Functions in Excel

Open the spread sheet you want to add bar code 39 functions to (*or create a new spread sheet*). Click on Tools, Macros, then Visual Basic Editor. In the Visual Basic Editor tool, click on File, Import File, and select the drive and folder where you installed our Bar Code 39 package (*probably Bar39f*). The Visual Basic file **VBbar39f.bas** should appear there. Select this file and open it. This will add a new module, EFBAR39, to your spread sheet. This module adds the three functions (*see Table 4*) to your spread sheet and is saved along with it.

These bar code functions can be used in any formula or cell to build working bar codes. For example, if cell H9 is defined as a text cell (*Format, Cell, Number, Text*) and cell I9 has the formula =Bar39(H9), then any text entered in cell H9 will be converted into a bar code string in cell I9. Note that you also need to select the proper typeface for that bar code type, using Format, Cell, Font. See Chart 1 for applicable font names.

### Using Visual Basic functions in Access

Open the database where you want to add bar code 39 functions (*or create a new database*). Under your database Objects, click on Modules, then click on the New icon at the top of the box. This will bring up the Visual Basic Editor tool. Click on File, Import File, and select the drive and folder where you installed our Bar Code 39 package (*probably Bar39f*). The Visual Basic file **VBbar39f.bas** should appear there. Select this file and open it. This will add a new module, EFBAR39, to your database. This module adds three new functions to your database and is saved along with it. Table 4 lists these functions.

These bar code functions can be used in a report to build working bar codes. To use these functions, pass data to them from your table fields and return the result in a report. You do this by entering a formula =Bar39([table.field]) in the control source field of the report. Note that you need to select the proper typeface for that bar code subset. See Chart 1 for a complete listing of font names.

### Using Visual Basic functions in Word

While Word does have the ability to use Visual Basic functions in macros, you need to be a macro expert to use these functions. You can, however, combine Word and Excel to print bar code 39! The basic idea is to keep your data in Excel, and to have Excel format the data for bar code printing. You then do a mail merge in Word, selecting the formatted string from Excel as the data source.

Place your data in Excel in a specific column. You then apply one of our bar code functions to the data in that column, producing a second column that contains the formatted string. This second column is passed to Word in the mail merge. You must make sure to select the proper subset typeface for your mail merge field. See Chart 1 for a complete list of font names. Also note that the on-screen display of the bar code will not look correct. Only the data printed by the mail merge will be in the correct bar code 39 format.

## Glossary

**Application Program:** a computer program that performs useful work not related to the computer itself. Examples are word processors, spreadsheets, accounting systems, and engineering programs.

**ASCII:** American Standard Code for Information Interchange – a standard code for representing characters as numbers that is used on most microcomputers, computer terminals, and printers.

**Aspect ratio:** the ratio of height to width.

**Character string:** a sequence of characters stored in a computer and treated as a single data item.

**Checksum:** a number that accompanies data transferred from one place to another and helps to ensure that the data was transferred correctly.

**Clipboard:** a holding area to which information can be copied in order to transfer it from one application to another.

**CPI:** characters per inch.

**DPI:** dots per inch: the number of pixels or printer dots per linear inch.

**Font:** a complete collection of characters, in a consistent style and size. This includes upper and lower case letters, numerals, punctuation, ligatures, and reference marks.

**Modulo:** a mathematical operation that gives the remainder when one number is divided by another.

**Pixels:** one of the individual dots that make up a graphical image.

**Radio button:** small circles in a dialog box, only one of which can be chosen at a time. Choosing any button with the mouse causes all the other buttons in the set to be cleared.

**Scalable:** able to be used on a large or small scale without major changes.

**Symbology:** a method of representing information by printed characters.

**TrueType Font:** an outline typeface that can be scaled or sized to practically any size.

**Scanner:** a device that enables a computer to read printed or handwritten page.

**Start Code:** the leading character of a bar code that identifies what kind of bar code it is.

**Stop Code:** the last character of a bar code that tells the bar code reader when it has reached the end of the code.

**Utility:** a program that assists in the operation of a computer but does not do the main work for which the computer was bought.

**Visual Basic Function:** a small program written in Visual Basic and used in some products like Excel, Access, or Word to help create bar codes.

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# Bar Code 39 Order Form, V6.0

To order the full bar code 39 font set, fill out this form and mail, fax, or phone it to us. You can also order directly from our web site, <http://www.barcodingfonts.com> and download it right away. We offer \*secure\* online ordering and immediate delivery. If you want the CD with a printed manual we can deliver it to you via Priority Mail. Internet delivery is possible on all orders.

- ☐ \_\_\_ \$139.50 Bar Code 2/5 Interleaved, TrueType (Windows 7/Vista/XP/2008/2003)  
☒ \_\_\_ \$139.50 Bar Code 39, TrueType (Windows 7/Vista/XP/2008/2003)  
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☐ \_\_\_ \$139.50 EAN Bar Codes, TrueType (Windows 7/Vista/XP/2008/2003)  
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Day Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Name: \_\_\_\_\_

Company: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Country: \_\_\_\_\_

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