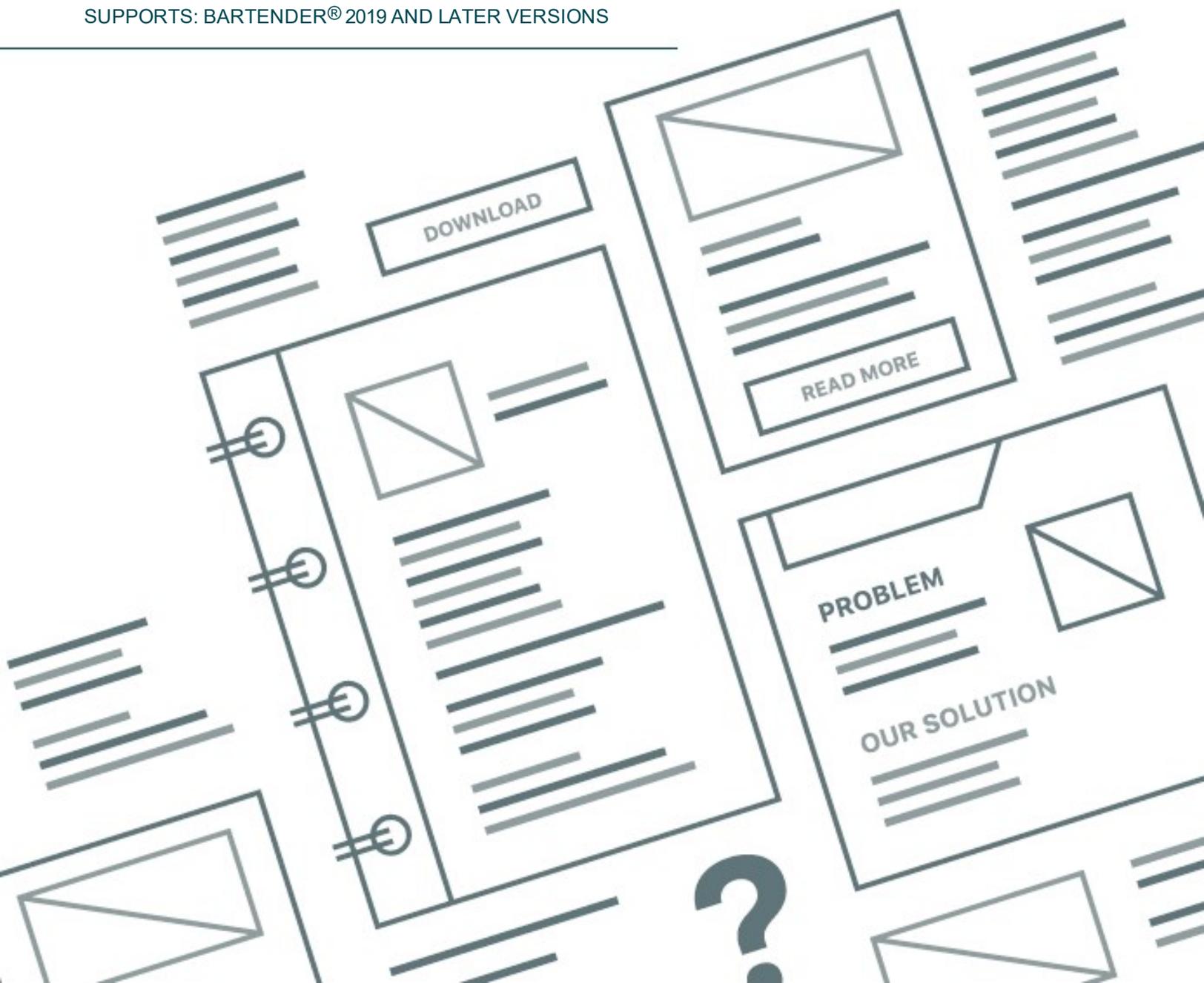


History Explorer

VIEWING AND EXPORTING LOGGED PRINT
JOB INFORMATION

SUPPORTS: BARTENDER[®] 2019 AND LATER VERSIONS



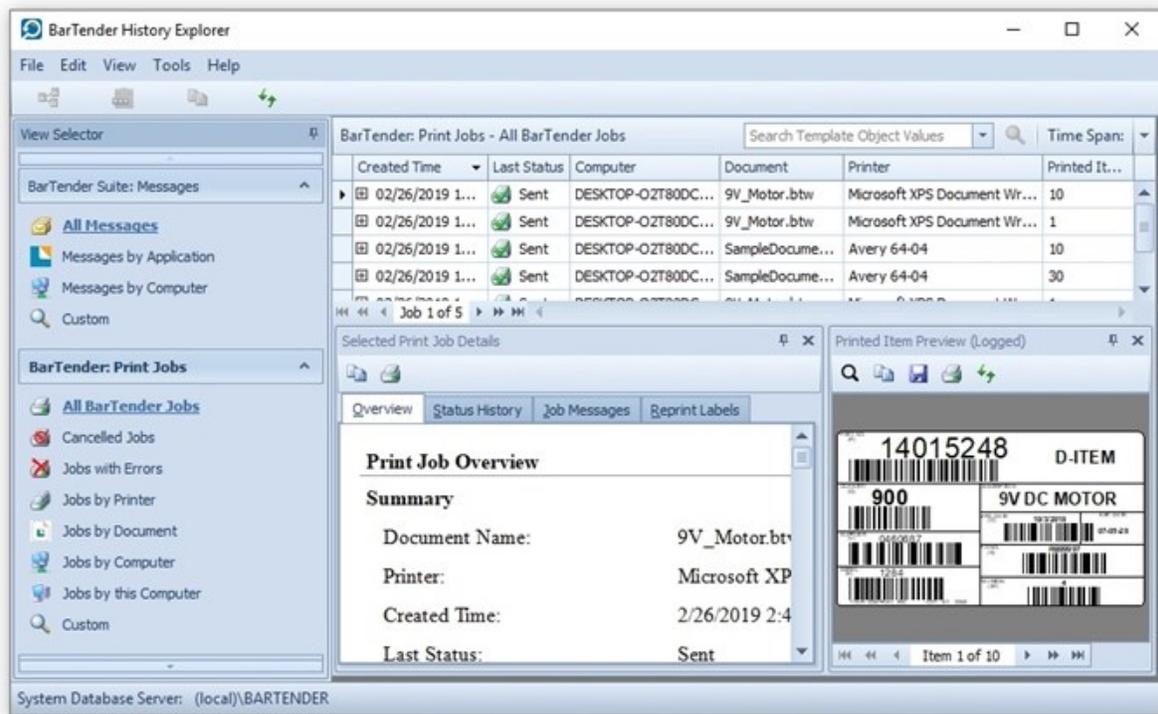
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Overview

Many applications in the BarTender Suite store important application-specific information in the BarTender System Database. For example, in BarTender Designer, you can save detailed information about your print jobs or log application messages that you encounter. In Administration Console, you can log security information about who accesses a particular application and when. And in Printer Maestro, you can track printer inventory levels. This information, and more, is stored in the BarTender System Database.

History Explorer makes it easy to view and monitor all of this information. You can also generate and print reports of any data in the BarTender System Database.



History Explorer is available in all editions of BarTender. The Enterprise edition supports History Explorer with no restrictions. The Automation edition supports the logging of up to seven days of data and unlimited reprinting of documents from the logged print jobs. The other editions support the logging of up to seven days of data, and reprinted documents from the logged print jobs are printed in demonstration mode with a watermark.

Logging Information to the System Database

History Explorer displays information that is saved to the BarTender System Database. To view the information, you must first specify that the information is logged to the database.

For more information about how to configure the BarTender System Database, refer to the [Setting Up the BarTender System Database](#) topic in the BarTender help system.

Logging Print Job Information

History Explorer can reprint one, more than one, or all of the items in a BarTender print job based on the print job information that is stored in the BarTender System Database. To use this reprint functionality, you must specify that print job information is logged to the BarTender System Database. To do this, follow these steps:

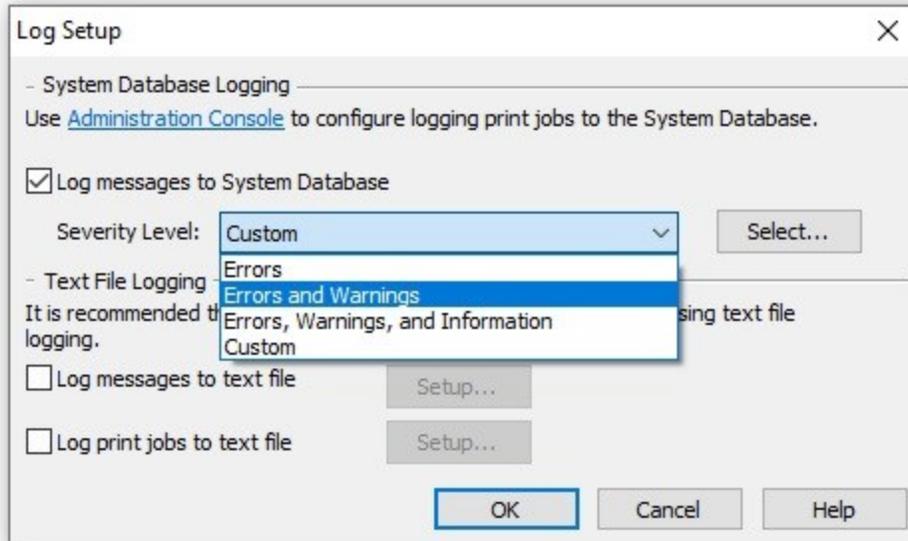
1. In Administration Console, expand the **System Database** node in the left navigation pane if it is not already expanded, and then click **Print Job Logging**.
2. On the **Print Job Logging** page, click to select the **Log print job information** check box.
3. In the **Reprint** area, click to select the reprint logging options that you want.
4. In the **Images of Printed Items** area, optionally click to select the **Include image of the printed item(s)** check box, and then configure the items to include and the image settings. When you do this, History Explorer can access an image of the print jobs that you specify in the **Items** list. Be aware that this option uses a significant amount of space in the BarTender System Database and can require more time to run BarTender print jobs.
5. Click **Apply** to apply your settings, or click **OK** to apply your settings and close Administration Console.

For more information, refer to the [Print Job Logging Page](#) topic in the BarTender help system.

Logging Application Messages

History Explorer can display a list of the messages that are generated by certain applications in the BarTender Suite. To log these messages to the BarTender System Database, follow these steps:

1. In BarTender, click **Log Setup** on the **Administer** menu. The **Log Setup** dialog opens.
2. Click to select the **Log messages to System Database** check box.
3. In the **Severity Level** list, select the severity level of the messages that you want to be logged (errors, warnings, and/or information). To specify individual messages that you want to be logged, select **Custom**, click **Select**, and then click to select the messages that you want. For more information, refer to the [Select Messages Dialog](#) topic in the BarTender help system.
4. Click **OK**.



The message severity levels have the following meanings:

- **Errors** prevent you from printing an item or from using an application in the BarTender Suite.
- **Warnings** indicate events that may affect how an item is printed or how an application behaves, but these events are not serious enough to cause a print job to fail or an application to stop working.
- **Information** messages have no effect on the output of a print job or on the behavior of an application.

Logging Security Permission Checks

Every time that a user tries to perform a protected action in any BarTender application, BarTender can log the permission check. These checks can include allowed actions, electronic signatures, logon overrides or encryption keys. History Explorer can display these permission checks if the following conditions are true:

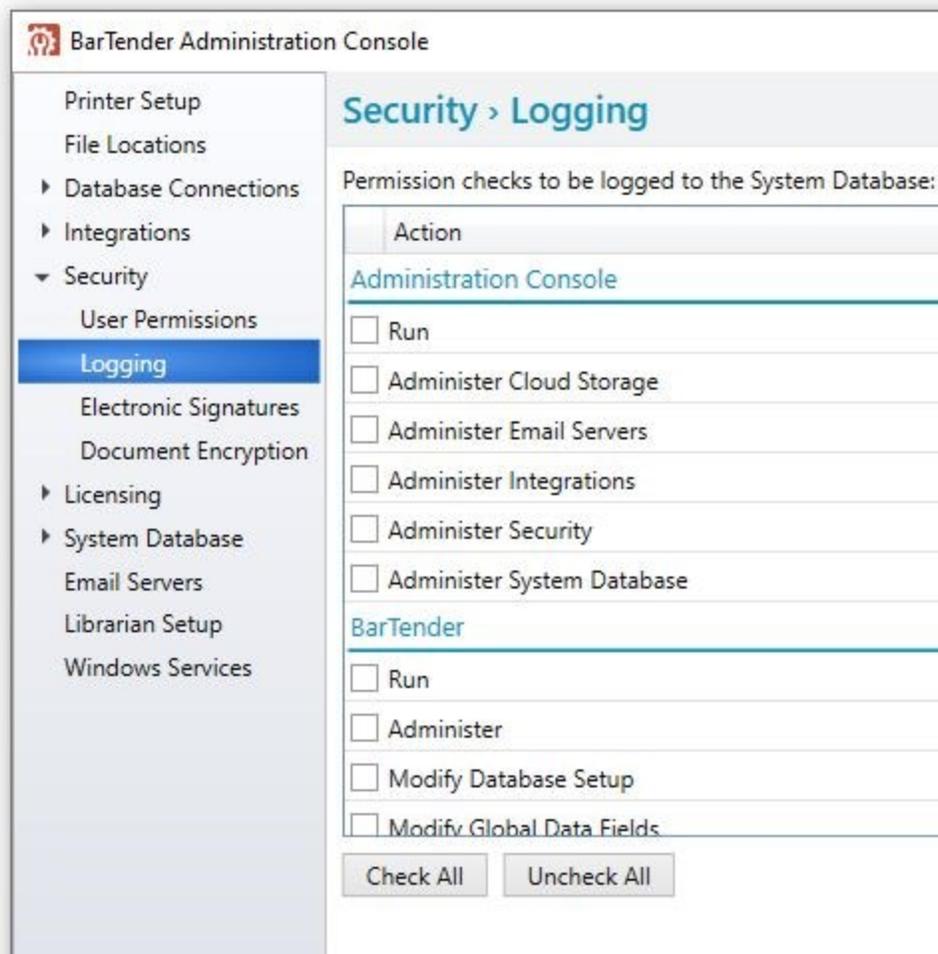
- You have set up security for your computer.
- You have configured some security permissions.
- You have enabled security logging.

For more information about how to configure security permissions, refer to the [Security](#) book of the BarTender help system and the *BarTender System Security* technical document:

<https://www.seagullscientific.com/resources/white-papers/>

To set up security logging, follow these steps:

1. Open Administration Console.
2. Expand the **Security** node, and then click **Logging**.

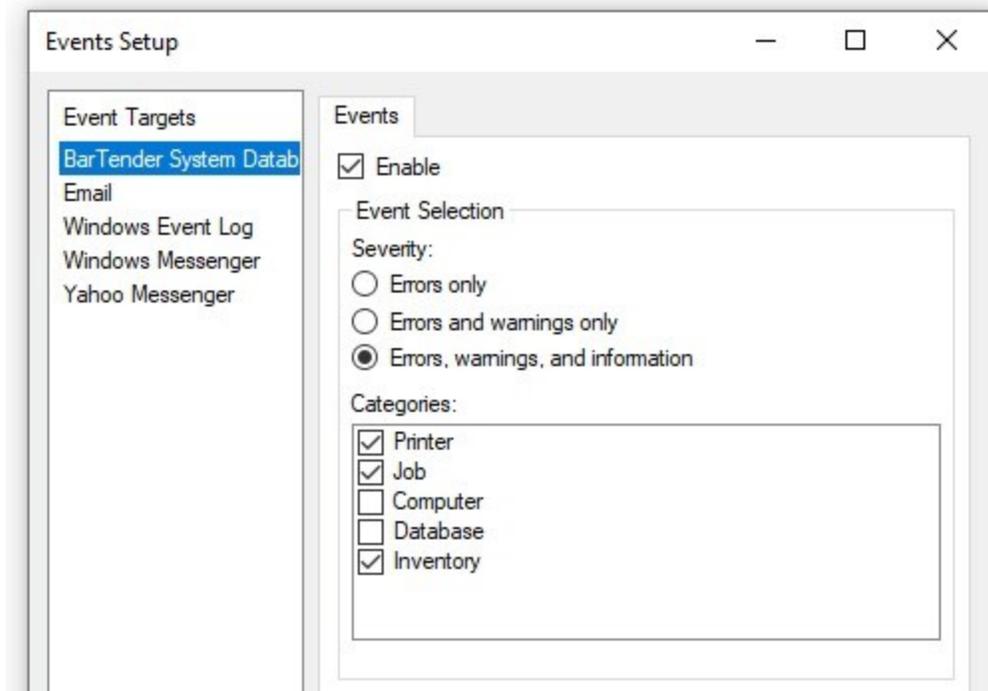


3. Scroll through the **Action** list to find the actions that you want, and then click to select the check box for the permission checks that you want to be logged to the BarTender System Database.
4. Click **Apply** to save your changes. Alternatively, click **OK** to save your changes and close Administration Console.

Logging Printer Inventory Events, Print Jobs and Printer Events in Printer Maestro

When you configure event logging in Printer Maestro, History Explorer can display the printer inventory events, print jobs and printer events that Printer Maestro logs. To do this, follow these steps:

1. Open Printer Maestro.
2. On the **Administer** menu, click **Events Setup**. The **Events Setup** dialog opens.



3. In the left navigation pane, select **BarTender System Database**.
4. On the **Events** tab, click to select the **Enable** check box.
5. Under **Event Selection**, select the messages that you want to be logged.
6. Under **Categories**, click to select the **Printer**, **Job** and **Inventory** check boxes.
7. Click **OK** to close the **Events Setup** dialog.

For more information, refer to the [Events Setup Dialog](#) topic in the BarTender help system.

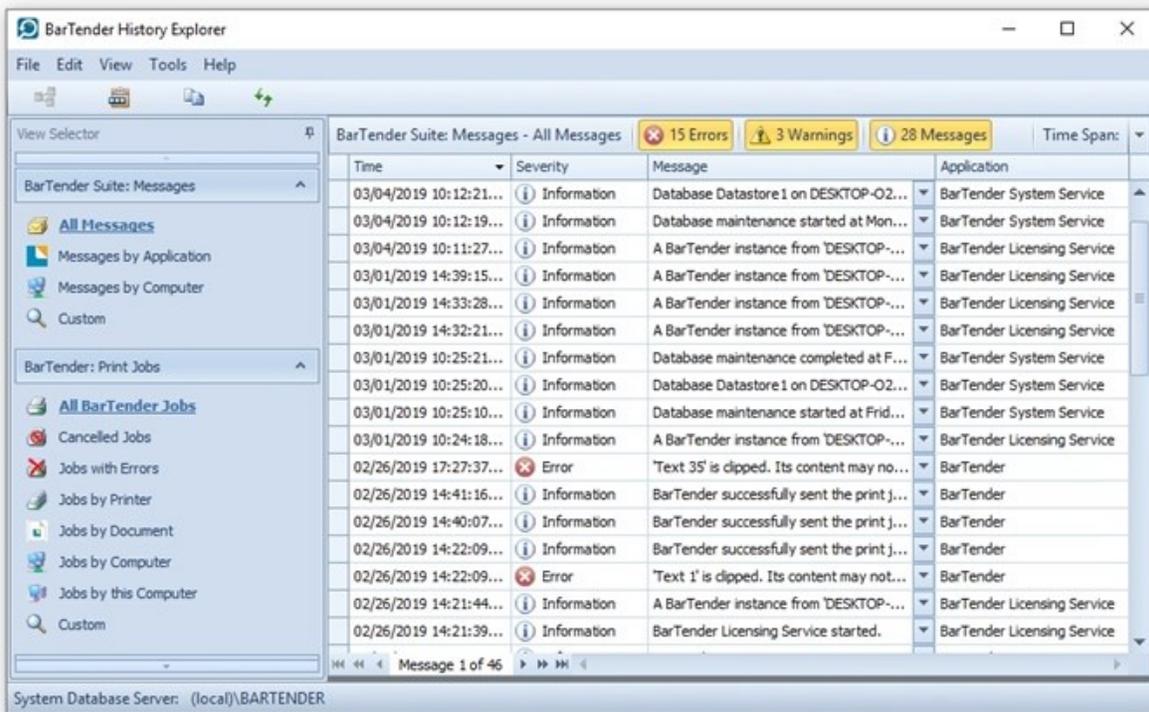
Using History Explorer

History Explorer Views

You can configure History Explorer to display different types of information according to the view that you select in the View Selector pane. Several views are available, depending on the applications for which you enabled logging.

BarTender Suite: Messages

When you select one of the filtering options in the **BarTender Suite: Messages** view, History Explorer displays a list of messages that are stored in the BarTender System Database, which come from all applications in the BarTender Suite for which message logging is enabled.

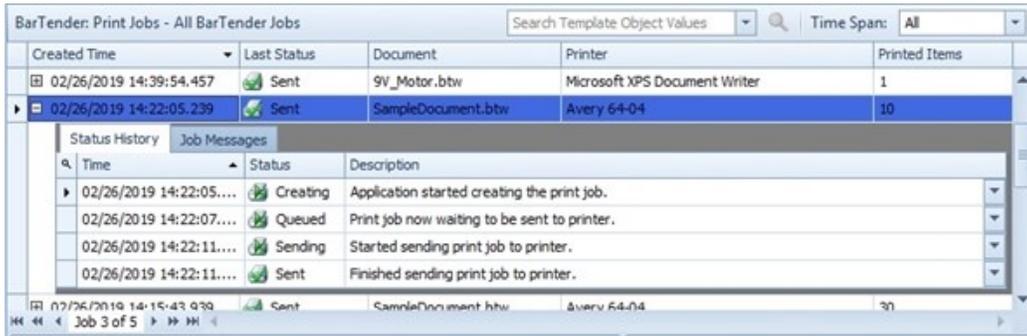


BarTender: Print Jobs

The **BarTender: Print Jobs** view displays all the jobs that you printed by using BarTender. By default, they are listed chronologically in the order in which they were printed. Click a job to view detailed print information, images of your items and status history.

To reprint any job, right-click it, and then click **Reprint**.

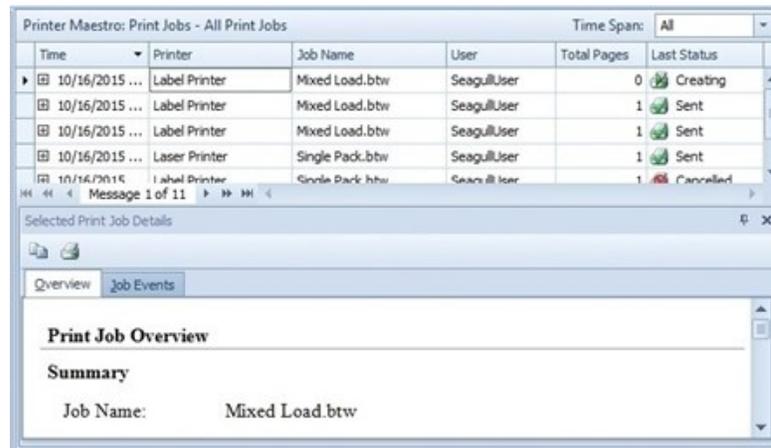
To view more detailed information about a particular print job, click  to expand it. Click  to collapse the print job details.



Printer Maestro: Print Jobs

The **Printer Maestro: Print Jobs** view displays information about all print jobs that were sent from any application on your computer, not only BarTender jobs, as long as you are connected to the Printer Maestro service.

Click  to view a detailed status history for a selected print job.



Printer Maestro: Printer Events

When the Printer Maestro service detects a printer event, it stores the event as a field in its database. You can use the **Printer Maestro: Printer Events** view to sort these events by printer so that you can monitor the printers that are installed on your computer.

Time	Severity	Category	Printer	Message
10/16/2015 ...	Information	Job	Label Printer	User cancelled the print job 'Master Label.btw' on ...
10/16/2015 ...	Error	Job	Label Printer	Print job 'Master Label.btw' on printer 'Label Printe...
10/16/2015 ...	Error	Printer	Label Printer	Error on 'Label Printer': Offline
10/16/2015 ...	Information	Printer	Laser Printer	'Laser Printer' is ready.
10/16/2015 ...	Information	Printer	Laser Printer	'Laser Printer' has been added.
10/16/2015 ...	Information	Job	Label Printer	Print job 'Master Label.btw' now waiting to be sen...

Printer Maestro: Inventory Events

You can use Printer Maestro to track printer inventory, such as printer stock, ink and toner, or hardware parts. When one of these tracked inventory levels changes status, you can view the events by using the **Printer Maestro: Inventory Events** view.

Security: Permission Checks

The **Security: Permission Checks** view displays the security permission checks that are made by applications in the BarTender Suite. These checks can include allowed actions, electronic signatures, logon overrides or encryption keys.

Time	User	Login Override	Application	Permission Requested	Result
10/17/2015 ...	BarTender\anderson	NA	BarTender	Modify Templates	Allowed
10/17/2015 ...	BarTender\anderson	NA	BarTender	Save Document	Allowed
10/17/2015 ...	BarTender\anderson	NA	BarTender	Modify Print Dialog Options	Allowed
10/17/2015 ...	BarTender\anderson	NA	BarTender	Print Unpublished Documents	Allowed
10/17/2015 ...	BarTender\hburgess	NA	BarTender	Run	Allowed
10/17/2015 ...	BarTender\hburgess	NA	BarTender	Modify Templates	Allowed
10/17/2015 ...	BarTender\hburgess	NA	BarTender	Save Document	Allowed
10/17/2015 ...	BarTender\jdoe	BarTender\hburgess	BarTender	Run	Allowed
10/17/2015 ...	BarTender\jdoe	NA	Print Station	Run	Allowed
10/17/2015 ...	BarTender\jdoe	NA	Print Station	Administer	Denied

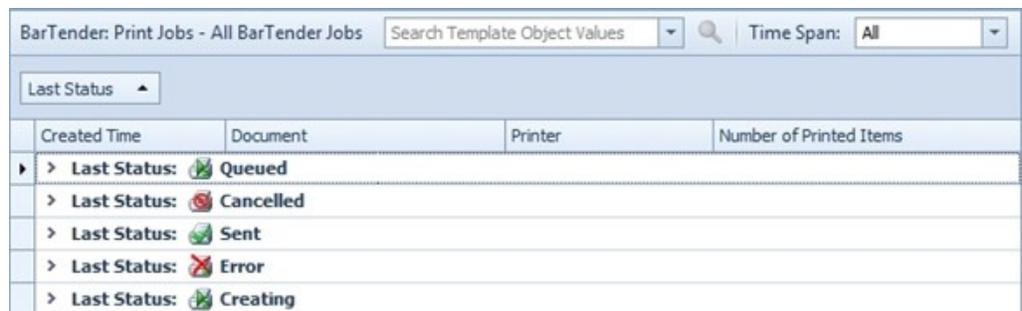
Configuring the Interface

As with most of the other applications in the BarTender Suite, you can configure the layout of History Explorer by sorting, adding, removing and resizing columns and panes.

Columns

You can sort, group and configure columns in the interface by using one or more of the following methods:

- To sort columns by ascending order (A-Z, 0-9), click . Click  to sort in descending order (Z-A, 9-0).
- To reposition a column, drag the column header to the left or right.
- To add a column, right-click any column header to display the list of available columns, and then click to select the column that you want to add.
- To remove a column, right-click any column header to display the list of available columns, and then click to clear the column that you want.
- To resize a column, point to the column header until the resizing cursor () appears, and then drag the column to change its width.
- To group the information by a specific column, use one of the following methods:
 - Right-click a column header, and then click **Group By This Column**.
 - Right-click a column header, click **Show Group By Box**, and then drag the column header to the box.



Created Time	Document	Printer	Number of Printed Items
> Last Status:  Queued			
> Last Status:  Cancelled			
> Last Status:  Sent			
> Last Status:  Error			
> Last Status:  Creating			

Panes

You can resize, move, float, remove, or hide panes by using one or more of the following methods:

- To resize panes, point to the side, top, or bottom of the pane. When you see the resizing cursor ( or ) , drag the pane to change its width or height.
- To move a pane so that it is docked to a different location, drag the pane name to the location that you want, and then point to a docking arrow (for example: ) to place the pane.

- To float a pane, drag a pane out of its current position, but do not point to a docking arrow. When you do this, you can move the pane completely out of the History Explorer window to view it separately. To re-dock a floating pane, drag it back to the History Explorer window, and then point to a docking arrow.
- To remove a pane, click  at the upper-right corner of a pane to remove it from the History Explorer window. You can also choose which panes to display by using the History Explorer **View** menu. You can restore the interface to its original configuration at any time by clicking **Restore Default View** on the **View** menu.
- To hide a pane, click the auto-hide icon () at the upper-right corner of a pane to move it to a tab at the bottom of the History Explorer window. Point to the tab to view the pane. To show the pane again, point to the tab to display the pane, and then click the dock icon () at the upper-right corner.

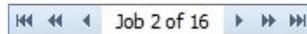
Searching and Filtering

History Explorer offers the following methods to search for and filter data:

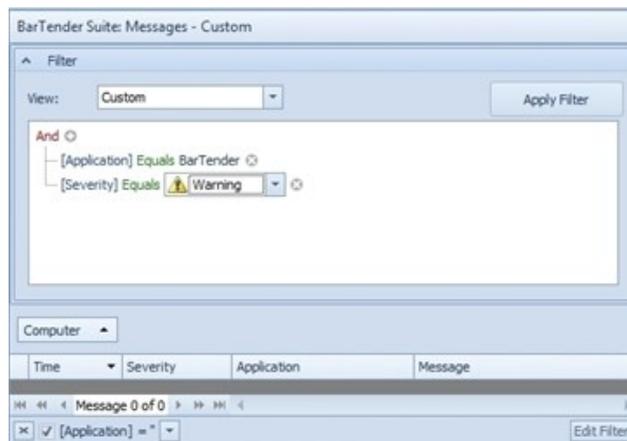
- The **BarTender: Print Jobs** view provides a search field that you can use to search every object in every print job within the specified time frame for the specified text.



- All History Explorer views include a navigation bar that you can use to browse through the entries in the current view.



- You can use one of the built-in filter tools to help narrow down the results that appear. Each view contains commonly used filters as sub-categories in the **View Selector** pane. If these don't meet your filtering needs, you can set up custom filtering criteria by using the **Custom** view.

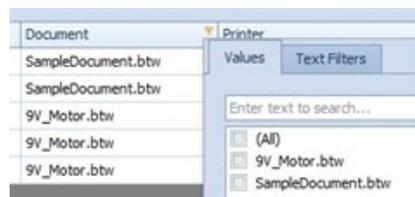


- All History Explorer views (except custom views) include the following filtering tools:

- **Time Span:** Specifies a time span to filter by.



- **Filter editor**  : Opens a dialog box that provides a search field and other options that you can use to filter the data by custom values.

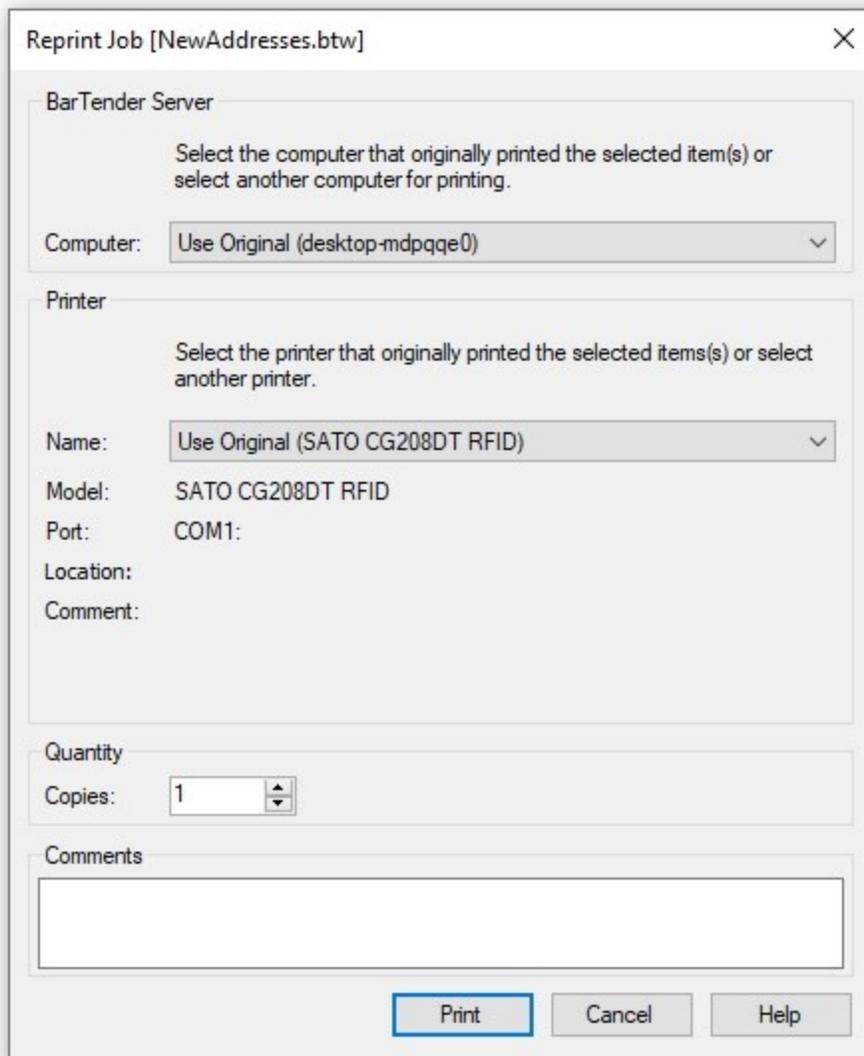


For more information about how to filter data, refer to the [Filtering Data](#) topic of the BarTender help system.

Reprinting Print Jobs

Reprint Items Dialog

No matter where a print job originated from, History Explorer can redirect any reprint job to any computer or printer on the network. Use the **Reprint Items** dialog, which appears whenever you reprint items from History Explorer, to change the computer where you want the print job to originate from or to change the printer so that you don't have to recreate the original hardware and software configuration. Even if you want to change to a completely different brand of printer that uses a different printer language, you can reprint items from past print jobs



The screenshot shows a dialog box titled "Reprint Job [NewAddresses.btw]". It is divided into several sections:

- BarTender Server:** A section with the instruction "Select the computer that originally printed the selected item(s) or select another computer for printing." Below this is a dropdown menu labeled "Computer:" with the selected option "Use Original (desktop-mdpqqe0)".
- Printer:** A section with the instruction "Select the printer that originally printed the selected items(s) or select another printer." Below this is a dropdown menu labeled "Name:" with the selected option "Use Original (SATO CG208DT RFID)". Underneath are fields for "Model:" (SATO CG208DT RFID), "Port:" (COM1), "Location:", and "Comment:".
- Quantity:** A section with a label "Quantity" and a field labeled "Copies:" containing the number "1" and a small up/down arrow control.
- Comments:** A section with a label "Comments" and a large empty text area.

At the bottom of the dialog are three buttons: "Print" (highlighted with a blue border), "Cancel", and "Help".

The Comments field is supported in BarTender 2021 and later versions.

Reprinting an Entire Print Job

To reprint an entire print job, locate the job in the **BarTender: Print Jobs** pane. Right-click the print job, and then click **Reprint**.

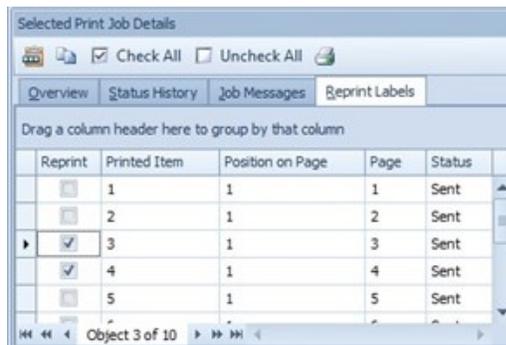


Reprinting Specific Items

To reprint only specific parts of a print job, specify the exact items that you want to reprint. To do this, use one of the following methods.

Using the Selected Print Job Details Pane to reprint one or more items

1. In the **Selected Print Job Details** pane, click the **Reprint Labels** tab, and then click to select the check boxes in the **Reprint** column for the items that you want to reprint.

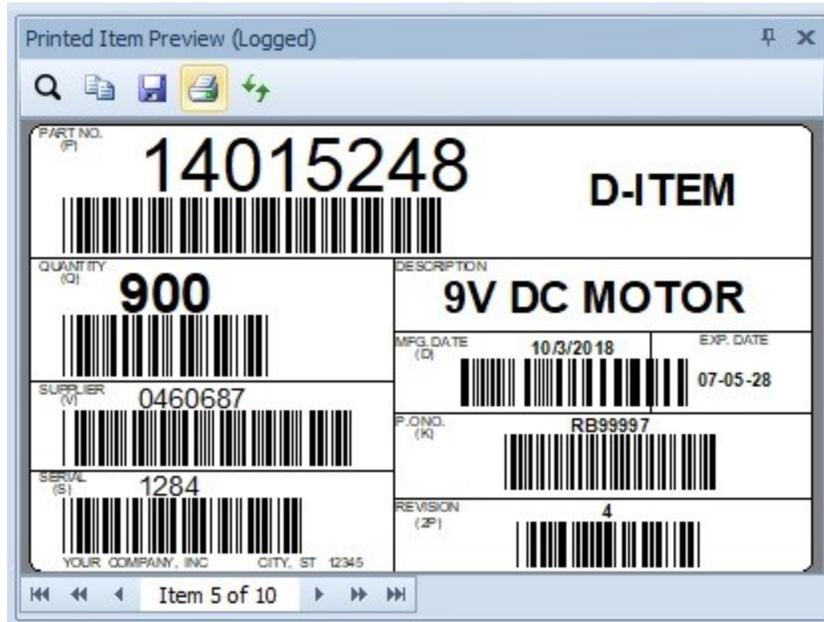


2. Click **Reprint** .

Alternatively, to reprint only one item, right-click it, and then click **Reprint Item**.

Using the Printed Item Preview Pane to reprint one item

You can reprint a single item by using the **Printed Item Preview** pane. To do this, select an item in the **Selected Print Job Details** pane to display a preview image of that item in the **Printed Item Preview** pane. Then, click the **Reprint** icon . Alternatively, right-click the image, and then click **Reprint Item**.



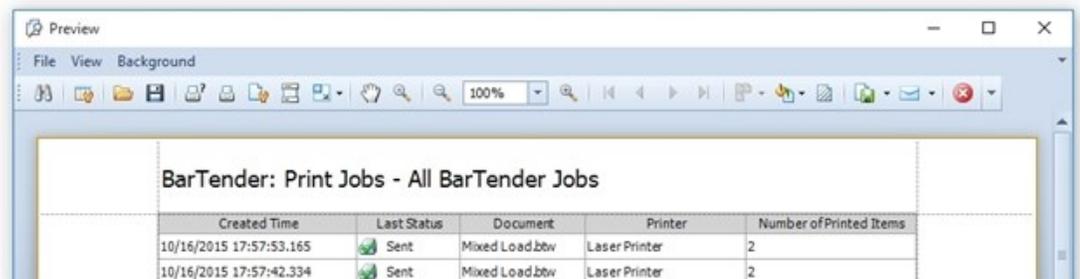
Printing a Print Job Overview Report

To print a detailed overview report of the selected print job, click the **Overview** tab of the **Selected Print Job Details** pane, and then click **Print**  to open the **Preview** dialog, which displays a preview of the report document. In this dialog, you can configure the report to have a header or footer, print the report, save it to a file or email it by using your default email application.

Creating Reports

You can create reports of print jobs and security checks for any view in the History Explorer **View Selector** pane. For example, you can print a report that shows all BarTender print jobs, jobs by computer or jobs by document. This is a good way to pass along print history information to managers and other teams and departments.

To create a report of the current view, click **Export View** on the **File** menu.



Created Time	Last Status	Document	Printer	Number of Printed Items
10/16/2015 17:57:53.165	Sent	Mixed Load.bbw	Laser Printer	2
10/16/2015 17:57:42.334	Sent	Mixed Load.bbw	Laser Printer	2

After you create the report, you can configure, print, export or email it from the **Preview** window.

Configuring a Report

You can use the toolbar options in **Preview** window to configure your report with the display settings and printer settings that you want. For example, you can add a header and footer, add a watermark, change the background color, or change the page margins and orientation. To access advanced customization settings, click the **Customize** icon on the toolbar.

Printing a Report

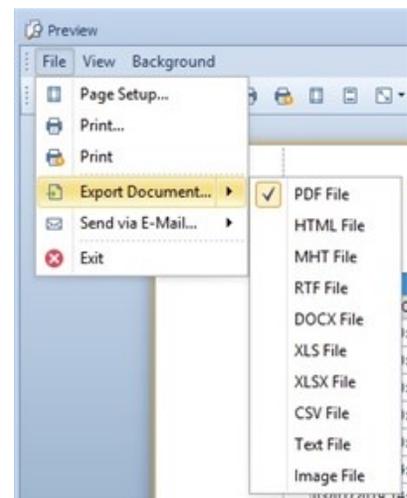
To open the **Print** dialog so that you can modify the settings before you print, click **Print**  on the **Preview** window's toolbar. To print the report without opening the **Print** dialog, click the **Quick Print** icon .

Exporting a Report

You can export the report in many different formats and to any location on your computer or network. This process saves a copy of the report that you can access later.

To export a report, follow these steps:

1. On the **File** menu of the **Preview** window, point to **Export Document**, and then click the file format that you want. An **Export Options** dialog opens that is specific to that format.
2. Configure the format options that you want, and then



- click **OK**. The **Save As** dialog opens.
3. Browse to the location to which you want to export the file, and then click **Save**.

Emailing a Report

You can email the report in many different formats. To do this, follow these steps:

1. On the **File** menu of the **Preview** window, point to **Send via E-Mail**, and then click the file format that you want. An **Export Options** dialog opens that is specific to that format.
2. Configure the format options that you want, and then click **OK**. The **Save As** dialog opens.
3. Click **Save**. Your email client opens with the file already attached.

Related Documentation

Technical Documents

- *BarTender System Security*
- *Reprint Console*
- *Printer Maestro*

To view and download technical documents, visit:

<https://www.seagullscientific.com/resources/white-papers/>

User Guides

- *Getting Started with BarTender*
<https://support.seagullscientific.com/hc/categories/200267887>

BarTender Help System

- [History Explorer](#)
- [Logging Application Messages](#)
- [Logging Permission Checks](#)

Other Resources

Please visit the BarTender website at <https://www.seagullscientific.com>.

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