

AlphaCard ID Builder *for Mac*

Card Design Software

INSTALL GUIDE
& MANUAL



AlphaCard
ID Builder
for Mac

INDEX

Introduction 2

1. Install Guide 3

MAC OS Installation..... 5

2. Starting 8

2.1 Using Models 8

2.1.1 Create a New Card 8

2.2 Using Templates 10

2.2.1 Create from Existing Template 10

2.3 Open Your Own Card Documents 11

2.3.1 Open a Existing Card Documents 11

3. Design 12

3.1 Workspace 12

3.2 Document Properties 13

3.3 Document Objects 15

3.4 Objects Properties 15

3.4.1 Item 16

3.4.2 Position 17

3.4.3 Shape 17

3.4.4 Rotation 17

3.4.5 Outline 18

3.4.6 Fill 18

3.4.7 Font 19

3.4.8 Barcode 20

3.4.9 Image 21

3.4.10 Source 22

3.4.11 Alignment 22

3.4.12 Script 23

3.5 Edit View 23

4. Database 24

4.1 Connection 24

4.1.1 Driver Configuration 25

4.1.1.1 SQLite 25

4.1.2 Database Opreation 26

4.1.3 Table Columns 26

4.1.4 Guide Columns 26

4.1.5 Database Filter 26

4.1.6 Order Columns 27

4.2 Dockbar 27

4.3 Database 27

4.4 Find & Filter 28

INTRODUCTION

AlphaCard **ID Builder** for Mac is an user-friendly card design and database software specifically designed for use with Mac OSX.

The software is available in four editions - Basic, Standard, Professional and Elite - so you can select the software features your organization needs.

BASIC The Basic edition is designed for easy card design and printing with pre-defined templates, a built-in database, a built-in image editor, and the ability to batch print.

STANDARD The Standard edition has all the features of Basic, but allows you to connect an external XLS, XLSX, CSV, or TXT database to your AlphaCard **ID Builder** software.

PROFESSIONAL The Professional edition allows you to connect MSAccess and SQLite databases with photo fields, search your records, and print 2D barcodes.

ELITE The Elite edition is designed for advanced card design and database features including ODBC connection to external databases, user management, and multi-layout templates.

Software upgrades are an easy process if you start using your AlphaCard **ID Builder** software and realize you need a different edition. Contact your sales rep for more information @ (866) 945-7577.

End User License Agreement

To use **ID Builder**, you will need to accept the terms in the End User License Agreement. Please read through this agreement during the **ID Builder** installation before using.

USB key warranty

Following the acquisition of the USB key and for a maximum period of 1 year, AlphaCard™ ensures the replacement of the USB key if damaged and limits the use of the included **ID Builder** license.

To secure a replacement, we require the return of the damaged USB key.

The logo for AlphaCard ID Builder for Mac is centered on a purple background with a grid of squares. The text 'AlphaCard' is in a light grey sans-serif font. 'ID Builder' is in a larger, bold, light grey sans-serif font. 'for Mac' is in a white, cursive script font.

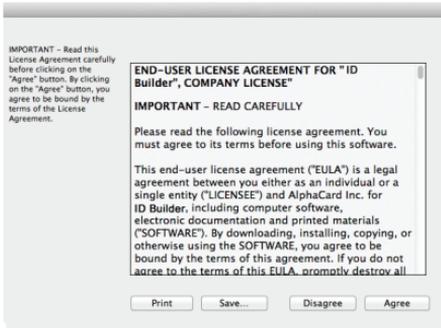
AlphaCard
ID Builder
for Mac

INSTALL GUIDE

The logo for AlphaCard ID Builder for Mac is centered on a purple background with a grid of squares. The text "AlphaCard" is in a light grey sans-serif font. "ID Builder" is in a larger, bold, light grey sans-serif font. "for Mac" is in a white, cursive script font. A faint, light grey rectangular outline is visible behind the text.

AlphaCard
ID Builder
for Mac

INSTALL



Plug in the USB key and double click on USB drive icon, then double-click on IDBuilder.dmg file and the end user license agreement appears, click Agree in order to proceed.

Now **drag and Drop ID Builder icon** into the Applications alias in order to install.





AlphaCard ID Builder *for Mac*

INDUSTRY LEADING

ID Card Design
SOFTWARE



AlphaCard
ID Builder
for Mac

MANUAL

2. Starting

i This chapter explains how to handle a document, model or template, how to create or open an existing file and also, how to recover a backup file.

Document - Contains all data related to your work, including chosen model or template, all objects, database connections, properties and encoding properties. In sum, all the properties involved in your card document creation.

Model - Contains all the features and shape of your physical card. These features are size and card type, if it is a basic card or magnetic. Please notice that the card settings depends on your chosen or created model type. For instance, you can't access the magnetic tracks info if you've chosen or created a card without magnetic capabilities.

Template - Is no more then a pre-made document layout used to create a new document with a similar design, pattern, or style. This means that you can use an existing template as it is or you can change it as you wish, creating a new document or template from the opened template.

Backup - **ID Builder** automatically generates a backup file of your document every time it's saved. This backup is created on the default folder ('\\My Cards\\Backups') with the document name and date/time creation.

i This document can be recovered any time

you need.

Example:documentname(yyyymmddThhmmss).cardBackup

2.1 - Using Models

i **ID Builder** allows you to create a document in two different ways, by using an existing model or by creating your own card model.

The first one only requires you to choose one of the many different type of models that **ID Builder** has at your disposal.

But if you have one specific type of card model that is not listed, **ID Builder** allows you to create it and that's the other way to create a document, using a new card model.

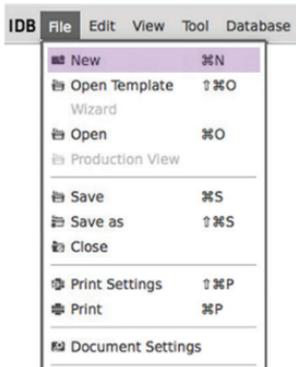
2.1.1 - Create a New Card

i This topic guides you on how to create a new document using an existing model. You can start a creation procedure by clicking on the create button on the "Welcome View".

'Welcome View' Click Create'



Or 'Click File' menu 'New' (command+N)



Then choose the type of model you want. The model types are organized in 8 groups:

Basic card models have advanced features - It's a blank piece of plastic that you can personalize on both sides.

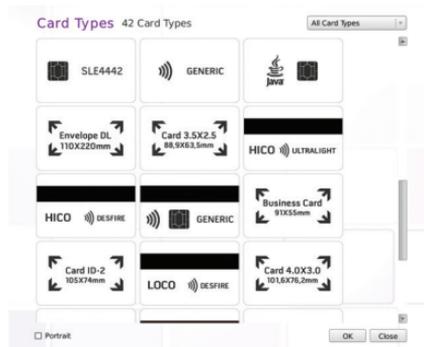
Common card types, are the most common types of card models, used by the vast majority of users.

Magnetic this model type allows you to encode the magnetic stripe through **ID Builder**. This means that you can print and encode your card at the same time.

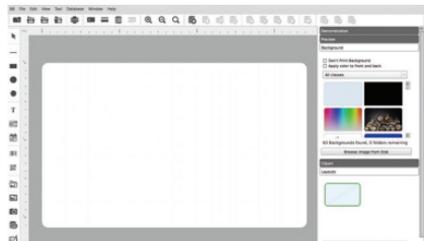
Unusual, set of models used by a small number of users. Model types developed for specific projects are now included on this group.

User Models, if you have any models in fold-

er "My Models", they will become available in this group.



After you have chosen the model type, 'Click OK' and you will be able to start working on your new card. Or 'Click Close' if you want to revert to the previous window.



For your first card design, please check the Objects and Properties topic.

Instructions on how to “Create Your Own Model” are available within the Complete Manual

2.2 - Using Templates

i A template is a collection of styles that control the layout and appearance of a card document. You can quickly create your card document using one of our many templates.

ID Builder provides these templates organized in categories, such as Test and diagnostic; Sports; Shopping; Schools; Loyalty; Clubs & Resorts; Business; Activities and Access Control.

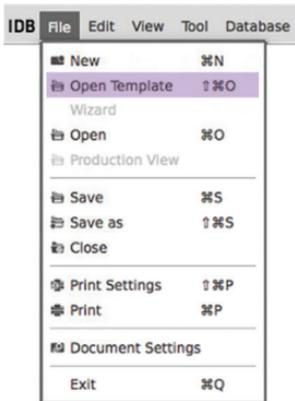
The Templates cover a wide range of graphics and variable field types, all of them fully editable. These professional templates are part of your **ID Builder** software. Your **ID Builder** USB dongle also contains additional templates.

2.2.1 - Create from Existing Template

i To create a document from a template, in Welcome View - Click Template

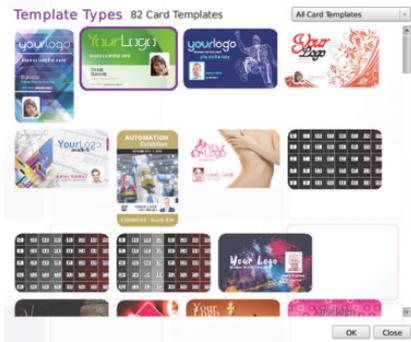


Or Click File menu Open Template (Command+Shift+O)



In the dialog box, select from the available templates.

i You can create a card based on a template and then modify the document without affecting the original template.



i By making changes to the background, images, text, and orientation of the card, you can create a new design to suit your needs. You can also modify any card object in your document.



All you have to do now is save your new card document.

Instructions on how to “Create Your Own Templates” are available within the Complete Manual

2.3 - Open Your Own Card Documents

i In **ID Builder** there are two kinds of files, the ones you create, called card documents, and the ones created by **ID Builder** designated by backup files.

To better organize your documents, in the “Open Card” window, find “**ID Builder Favorites**” with two folders - “My Recent Cards” and “My Cards”. Or alternatively you may locate your file in another folder in “My Com-

puter”.

You can sort the way the cards are displayed. You may sort them by Name, Name Descending, Modification Time, Modification Time Descending, File Size and File Size Descending.

i In the lower right corner you can find the information about how many readable documents are currently present in the selected folder, or the name for the current selected-card document.



2.3.1 - Open Existing Card Documents

i You can open an existing card document to edit, change or even print again. The existing card always keeps the last saved properties.

The first step will be to locate the card document that you wish to open. In order to do so, please click the ‘Open’ button on the “Welcome View” or use the ‘Open’ option from the ‘File’ menu.

Click File Open (command + O) Explorer and locate your card with extension .card.

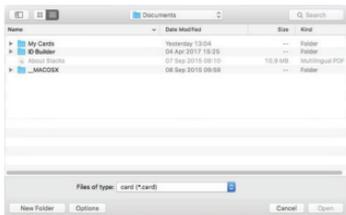


Click OK.

Your file should have the extension .card

Also remember that you can open the file directly from Windows by double clicking on it inside Windows Explorer.

Instructions on how to “Recover” Your Card Document” are available within the Complete Manual



i Select the file extension in the corresponding Combo Box, otherwise your file will not be listed. To proceed click “Open”.

3. Design

i The definition of design is the creation of a plan or convention for the construction of an object (as in architectural blueprints, engineering drawing, business process, circuit diagrams and sewing patterns). Design has

different connotations in different fields. In some cases the direct construction of an object (as in pottery, engineering, management, cowboy coding and graphic design) is also considered to be design.

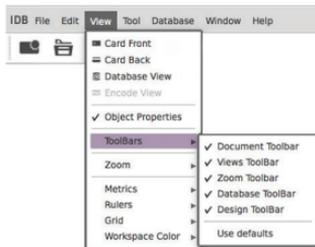
3.1 - Workspace

i In **ID Builder** you can customize your working area as you wish. You can reposition the menu bars or you can view or hide properties areas.

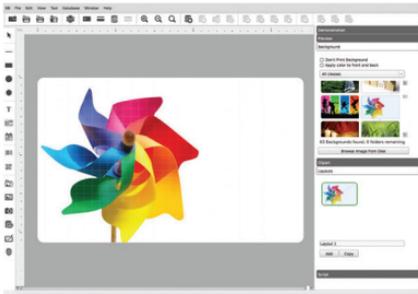
i On the View menu you have a set of options that allow you to change your working scenario.

ToolBars

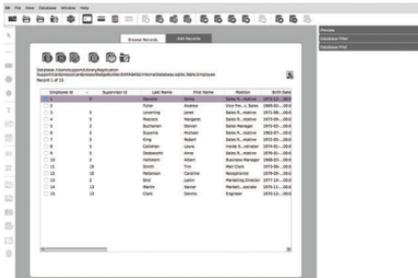
Here you can select all the dockbars that should be available in the working space.



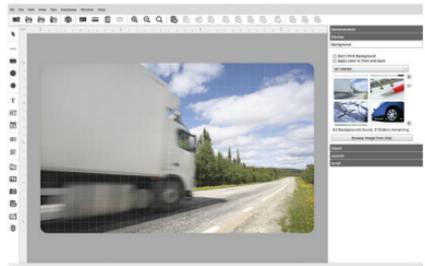
i Switch between front or back card side.



i Switch to Database View.



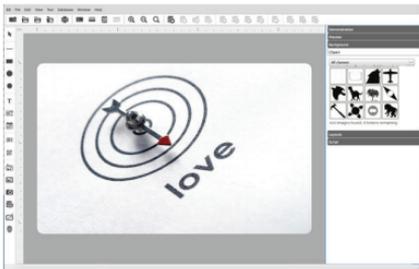
Backgrounds - Each layout can have a unique background. You can access **ID Builder** backgrounds library using the Backgrounds Tab. To apply a background just select it from the list and the background will be applied immediately to your card layout. You can also set the background using an image object.



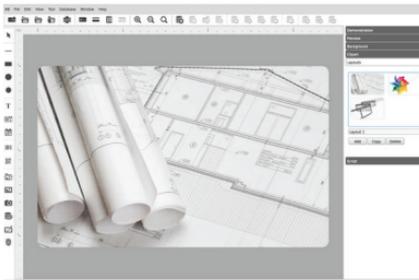
Clipart - You can access it using the Clipart Tab. They can be used as an image object, part of your card layout creation, or as a background. Please note that you can only change the background color of the object.

3.2 - Document Properties

i When you open the document view, the first thing you will see is the work space and on the right side the basic properties of your card document.



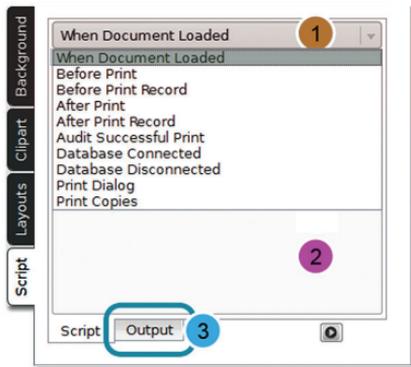
Layouts - Like we said before in this manual, when you design a card, you are building a document that can have as many layouts as you want. The Layouts Tab is our way to offer you a quick way to manage all the possible layouts on your card document.



Script - The Script Tab allows you to write your own script commands, based on the ECMEAScript language specifications. This is a way to extend the already large number of features that **ID Builder** offers you. It also allows you to interact with external software, using the results to apply to your document.

You have three different kinds of script boards, one for each object, one for the card document and one for encoding, three different ways to expand **ID Builder** capabilities.

i There are two different scripts in **ID Builder**, one for each object and one for the document. In this chapter we focus on the card document script.



1 This drop-menu allows you to define when the actions or procedures must take place.

2 And in the space below you can write your lines of code.

3 To see the log of your program output, change tab below.

3.3 - Document Objects



New
Line



New
Rectangle



New
Circle



New
Shape



New
Text



Print
Counter



Print
Date



New 1D
Barcode



New 2D
Barcode



Browse
Image



Acquire
Image



New
Image



Database
Image



Signature

i These objects are the most important features of your card document creation process. There are two major types of objects, static and dynamic.

The first class refers to objects that will never change along the creation or data input process, like backgrounds and shapes, for instance.

The second ones can be static or variable. Static objects are a simple keyboard input text line. However, when connecting the same text line to a database, the data will change, making it a variable object.

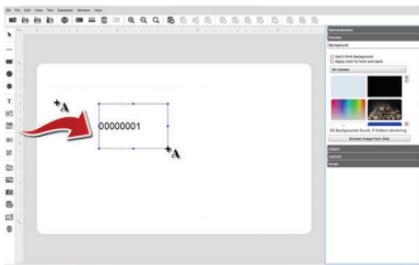
The objects can be placed throughout the card space, on the front and back side. And can be arranged as you wish.

There are also a set of specific settings to each object that you can use according to your own specifications, like color, size, source, and many others.

All these objects can be placed on the card through select and trace.

3.4 - Objects Properties

i **ID Builder** has a properties space, shown on the right side of your screen and you can display it as a set of tabs or as a tree or accordion set, as pictured below. To change, just right click on an empty space on the tab and check one of the options.



and helps you in encoding operations.

Item

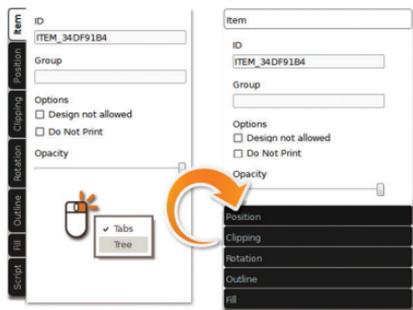
ID

Group

Options
 Design not allowed
 Do Not Print

Opacity

These tabs change depending on the object we are dealing with in the working area and as you will see further on this manual.



When manipulating a database you can use an ID to identify objects that will help you while programming a script.

Design Not Allowed - Check the 'Design not allowed' box protecting the object from being changed, but only the graphical appearance and drag & drop position, not the content. This option is applied to all objects but the background.

Do Not Print - Check this option when your object is not supposed to be printed on the card.

Opacity - You can also define the opacity level of the object by scrolling the opacity button, from 100%, the default position, to 0%.

3.4.1 - Item

i The Item tab allows you to define the ID, Group and visibility of an object.

Object ID - Defining the object ID not only helps you organizing data on your document, but also gives you an easier object identifier

3.4.2 - Position

i In this tab you can set the position manually or check the real-time position when moving and/or resizing the object directly in the card design area. The same properties apply to the objects dimensions, allowing you to manually change the width and height of the object with a higher precision level.

Position	
X	<input type="text" value="9.019 mm"/>
Y	<input type="text" value="9.283 mm"/>
Width	<input type="text" value="31.015 mm"/>
Height	<input type="text" value="29.112 mm"/>

3.4.3 - Shape

i This option allows you to change the visual shape properties of an object with different formats: circle, rectangle, rounded rectangle or a customizable one (by setting up the number of sides according to your needs).

Shape

X Radius:
<input type="text" value="4 mm"/>
Y Radius:
<input type="text" value="4 mm"/>

It's like hiding the image behind a layer with a hole in the middle, and the shape of that

hole defines the visible part of our image, as shown below. For instance if you chose a circle shape the area of the photo that is sitting directly above the circle content area now remains completely visible.



i To define the clipping area and format all you have to do is drag the image boundaries.

3.4.4 - Rotation

In this tab you can rotate or define a rotation angle to your object... Or you can select more than one object and apply a rotation to all of the selected objects at the same time.

Outline
Rotation

Fill

1 ID Builder has quick rotation buttons for the most common rotations, 0, 90, 180 and 270 degrees rotation. You may also rotate the object in increments and /or decrements of 45 degrees (also available using

the shortcut 'Backspace').

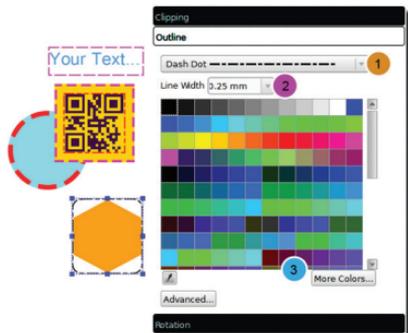
2 If you wish to apply a more specific rotation use the edit box available for those situations.

3 Or turn the round button to the desired angle, updating at the same time the angle box value.

i All these changes are seen in real-time on the object.

3.4.5 - Outline

i Outline allows you to chose between five different types of predefined lines and a custom one.



1 In the dropdown box you can chose the Line type to outline the object.

2 Line width is one of the settings that you can change from 0.1mm to 10mm

3 You can also change the color by clicking in one of the colored squares, acquire any color you have on your screen using the dropper or use the advance color settings by click on the 'More Colors' button.

3.4.6 - Fill

i Define the fill color you want to see applied on your object, in case of lines, rectangles or circles it will change the color of the object, in all other cases it will change the background color.

No fill: No color is applied to the object. This option is extremely handy when placing Text over other objects.

Solid Fill: Fill the area with only one color and you can define the color using the standard pallet or using the advanced palette within the "More Colors" button.



Gradient Fill: Allows you to pick a second color and make a gradient effect with both colors and define both colors using standard and advanced palette, the dropper or clicking in "More Colors" button using the advanced palette.

Dropper: In case of using the dropper you can select any color, even outside the program window. After that the color is applied to the object and added to the color palette as you can see on the second picture.



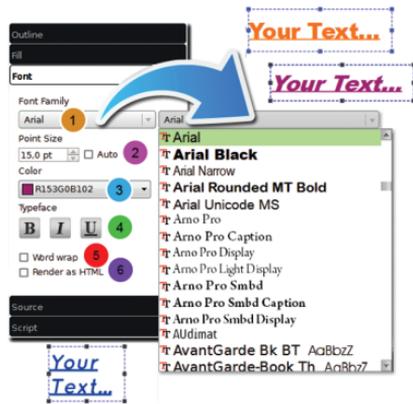
More Colors: Gives you access to an advanced color palette.

Basic Palette Color Theme: To choose a theme for your basic palette color, use the drop menu like shown in the picture below and the theme is automatically applied to the basic palette color.

Unusual Color: In case you want to add an unusual color, you have two ways to do it, you can drag the crosshair through the panel or input directly the color values on the boxes. After that, the new color is added to the basic color palette.



3.4.7 - Font



i When you select the 'Font' tab, a number of tools allows you to define the font of your object.

1 Font Family - is where you can chose the font type, all fonts that you have in Windows or on your OSx are displayed here.

2 Point Size - Allows you to define the font size, if you check on the checkbox the size is determined by the space available between boundaries, to change just drag and drop the selection handles.

3 Color - Chose the font color.

4 Typeface - allows you to define more font settings that affect the whole Textbox, like:



5 Word Wrap - Allows you to wrap the sentence in your object.

6 Render as HTML - Allows you to use some



HTML codes in your text to change the 'Typeface' in parts of it, instead of the whole Textbox.

3.4.8 - Barcode

i The barcode properties allow you to define some properties depending on the type of barcode you want to use. There are two major types of barcodes: 1D and 2D, illustrated below.

Type: Chose the type of barcode you wish to use, keeping in mind that in some cases your choice may change other properties range of values.

Color: Define your barcode color.

Human Readable: Defines if the readable data, alphanumeric characters, is imprinted



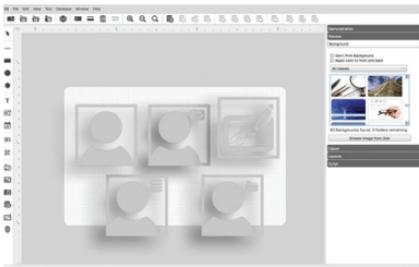
or not (only 1D barcode).

Font: Defines the font of the readable data (only 1D barcode).

i Other properties and definitions are specific to each different type of barcode, therefore will be addressed further in the Complete Manual.

3.4.9 - Image

i You can acquire images from any source available, from disk, from database, from a camera or even from a scanner.



i After you select an image and apply it to your working area, you have access to a new tab, the image tab. On this tab you can change a set of properties:

Keep Ratio: Allows you to adapt the image to your object boundaries or keep the image ratio.

Reinforce Black: This option forces the usage of Resin K on the black in the image.

Flip Horizontal: This option reverses the active object horizontally, that is, from left to right. It leaves the dimensions of the object and the pixel information unchanged. It looks as if the image has been reflected along the central vertical axis of the object.

Flip Vertical: This option reverses the active object vertically, that is, from top to bottom. It leaves the dimensions of the object and the pixel information unchanged. It looks as if the image has been reflected along the central horizontal axis of the object.

Grayscale - Applies grayscale on the image in which the value of each pixel is a single sample, that is, it carries only intensity information. Images of this sort, are composed exclusively of shades of gray, varying from black at the weakest intensity to white at the strongest.

Chromakey Effect - Turn the chromakey effect on and off in which a color range in the top layer is made transparent, revealing another image behind.

Color - Allows you to choose the color range on which the effect will act. Use the dropper to choose any color on the image.

Tolerance Level - Allows you to change the tolerance level of the effect. The bigger the tolerance, the larger the range of colors af-

fectured by the effect.

Effect area - Select the area of the image affected by the effect, if all of the image, or only on the frame.

i If you double click on the image the Image Editor opens with more edition tools.

3.4.10 - Source

i The Source Tab allows you to define the origin of the object and parameterize that same object. In **ID Builder** you have two major object classes, the images and all the text objects.

i On text objects and barcodes the source can be a print counter, a print date, a keyboard input, database or item link.



On image objects and signatures the source can be the disk, a camera or scanner, the im-

age editor, a database field or an item link.

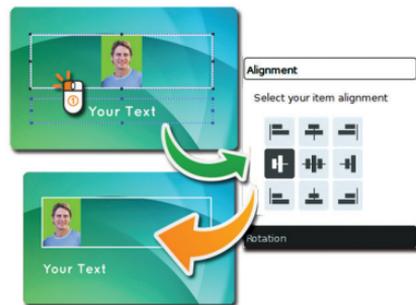
In the Complete Manual we show you how to use them and how to define them, in summary: how easy it is to manipulate any of the sources or its properties.

3.4.11 - Alignment

i The alignment tab allows you to define the object alignment inside the boundaries.

As you can see you can define vertically from top, middle or bottom and horizontally from left, middle or right.

When the point size is in auto, on the font tab, it means that the font size will justify the text to the boundaries which makes the horizontal adjustment very small

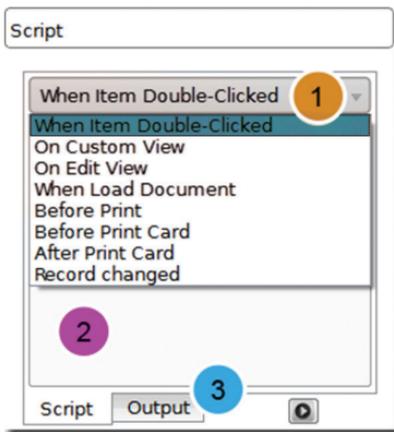


i The default position is left and middle.

3.4.12 - Script

i There are two different scripts in **ID Builder**, one for each object and one for the document. In this chapter we focus on the object script.

For the advanced **ID Builder** user, here you can program actions and procedures in Javascript in order to perform advanced operations such as updating object data or modifying objects.



1 This drop-down menu allows you to define when the actions or procedures must take place.

2 And in the space below you can write your lines of code.

3 To see the log of your program output, change tab below.

3.5 - Edit View

i Edit View is a very simple, small but powerful alternative to a database.

All the records are saved into your card document file, so there are no attached files or any other files to look after and you can use an existing card template or create a new one

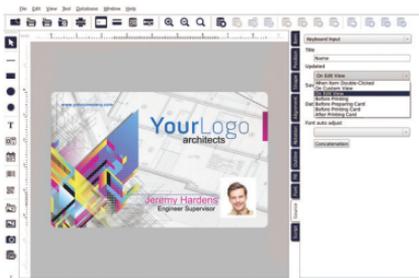
Edit view allows editing of any field type found in other databases: text, date number; and allows you to add and edit images.

Using a card template like the one in the picture below:



In it we have three workable objects, the name, the position and the photo.

i Click on the name, for example and then on the source tab on the Update option chose 'On Edit View'



It is possible to give names to the objects, like Name, Position and Photo, and it will be easier in the future to identify them.

To add other objects to the Edit View the process is the same, select the object, go to the source tab and on the Update option chose 'On Edit View'.

It is possible to add more records, filling the fields on the 'Edit View' tab, up to a maximum of 64 records.

4. Database

i A database is an organized collection of data. A database is typically organized to model relevant aspects of reality in a way that supports processes requiring this information.

i This chapter explains you how to connect to a database through **ID Builder** and how to use it to your advantage.

4.1 - Connection

i In **ID Builder** there are two ways to connect to a database.

One of them is by clicking on the Connect Database icon in the Dockbar.



The other is by selecting Connect in the Database Menu.

i Then a new tab is available, the Edit View tab, which is very similar to the database tab with command buttons at the top.



- 1** Go to the first record
- 2** Go to the last record
- 3** Go to the next record
- 4** Go to the previous record
- 5** Delete displayed record
- 6** Add a new record

4.1.1 - Driver Configuration

i Depending on your **ID Builder** Edition there can be several Database Drivers at your disposal:

BASIC has an internal database with photo connection.

STANDARD edition has the, internal database accessible from the Edit View, Direct CSV & TXT File Driver, that can only read the fields in these databases. Edition of their records isn't possible through **ID Builder**.

And the Direct Excel File Driver through which **ID Builder** can edit the fields and records of the Database.

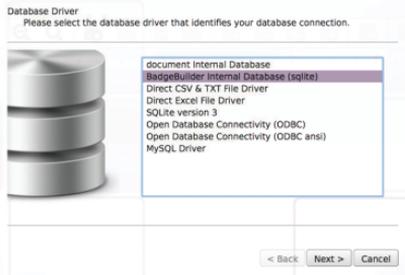
i With these drivers it is also possible to add Links to images and their Folders.

PROFESSIONAL can connect to SQLite version 3 and the Direct MS Access File Driver. From here on it is possible to Alter Tables and in the records add images as Binary file.

i The **ID Builder** Internal Database (MS Access) becomes available in this Edition.

When using **ELITE**, it is possible to connect to any Database with ODBC Support, like: SQL Server; Oracle; MySQL; as others.

After selecting the Driver you will be prompted to Select or Browse to the Database.



In this manual we will focus on the **ID Builder** Internal Database. The instructions on how to configure each Driver connection, will be addressed in the Complete Manual.

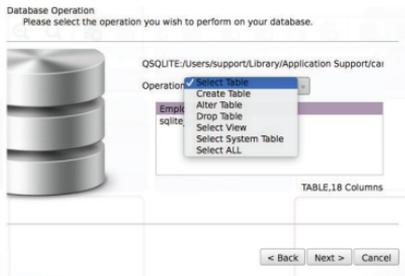
4.1.1.1 - SQLite

i Since the data stored in the SQLite Databases has a fixed format, no special configuration is needed. Just browse to or Select the Database and open it.



4.1.2 - Database Operation

i The Database Operation is an important function for STANDARD and higher Editions.

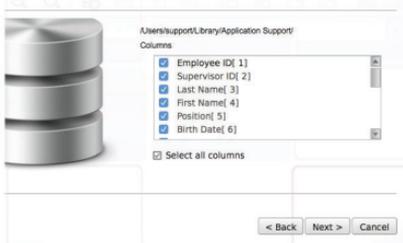


In the Database Operation it is possible to Select, Create, Alter or Drop Database Tables, making it possible to personalize a Database with **ID Builder**.

Since the CSV, TXT and Excel Databases do not have multiple Tables only the Select Table is possible in their case.

4.1.3 - Table Columns

Choose the columns of your table
Order will be defined according to your selection.

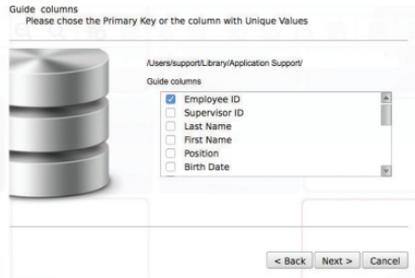


i In this part of the Database Connection Wizard it is possible to select which columns of the selected Table you need.

i If no column is selected the Wizard won't continue.

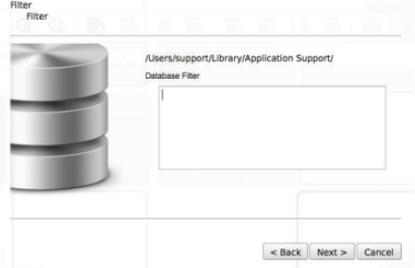
4.1.4 - Guide Columns

i The Guide Columns will work as an Index of the Database.



4.1.5 - Database Filter

i In the Database Filter you can add conditions to filter what is shown from the data-

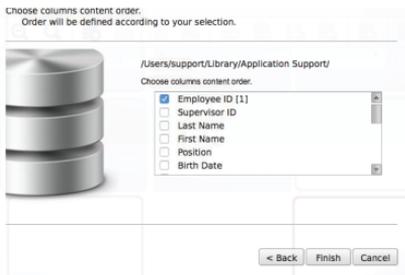


base. These conditions have to be written in SQL Script without the "Select * where".

4.1.6 - Order Columns

i With the Order Columns it is possible to change how the database is shown in **ID Builder**. The organization rules used by **ID Builder** for the selected columns are:

Empty fields first, then the Numeric fields from the smallest value (0) to the biggest value (± 9), followed by the fields in Alphabetic order.



4.2 - Dockbar



Database
Connect



Disconnect
Database



Database
Refresh



First
Record



Previous
Record



Next
Record



Last
Record



Revert Record
Changes



Insert
Record



Delete
Record



Save
Record

4.3 - Database

i With **ID Builder** Document Objects the Database Fields can also be added to the card Layout through Drag & Drop. These Objects will be connected to the Database Field and update when the field in the database is changed or when moving between records.



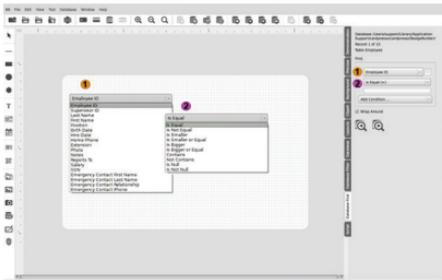
i The Database Filter works as a SQL Query and in it the same options are available as in the Database Find with the ability to search with multiple rules and with a personalized Script.

The Database Filter can also be used to generate the Script for the Database Filter in the Connection Wizard.

4.4 - Find & Filter

i The Database Find Tab eases the search for specific records in the Database.

This can be achieved by selecting a column and a condition, and inserting a keyword or value in the Textbox to complete the condition, allowing us to then filter and find only the records where this condition applies.



AlphaCard ID Builder *for Mac*

 AlphaCard®

www.AlphaCard.com/IDbuilder/support