NiceData User Guide

Table of Contents

Welcome to NiceData

NiceData is a member of the labeling family, which forms a new generation of program equipment for designing and printing labels. NiceData is a simple program, designed for managing databases. Program allows elaboration of tables, changing structures, renewal of indexes, automatic filling and deleting data.

Program supports Paradox, dBase, Access and tables of ASCII type. You can also access other database types via ODBC, OLE DB or BDE interfaces.

Setting Up The Application

User Interface

Main Window
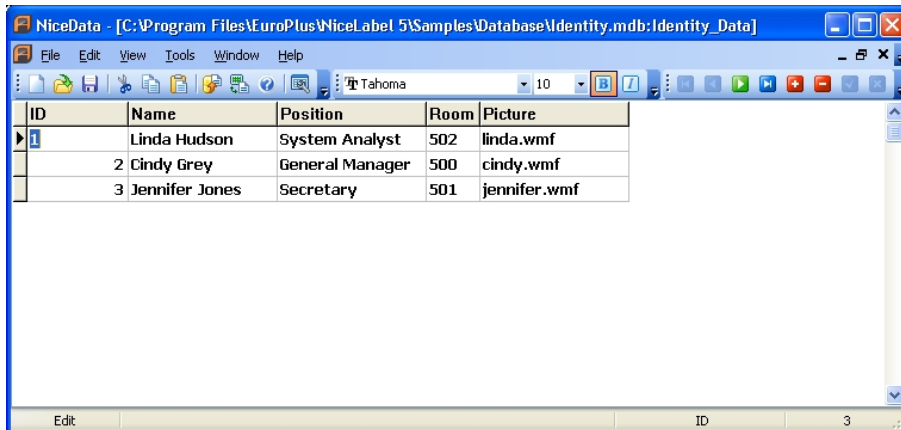
Main window

Customizing the Software

To change the font used in the table, do the following:

1. Select **Font** command in the Options menu.

2. Select the appropriate font.

To customize the menus and toolbars, do the following:

1. Select **Customize** command in the Tools menu.
   The **Customize** dialog box will open.

2. Make modifications to the settings.

3. Click on the **OK** button.

> **Note:** You can also change the positions of the toolbars on-screen. Just drag them to the new position.

Shortcuts

Shortcut	Action
Ctrl + M	**Multi select: The option selects all fields in the record. This functionality can also be used to copy values to another application.**
<Insert> or	**Insert new field in the database.**

<Arrow down> on the last field	
<Ctrl> + <Delete>	**Delete the selected record.**
<F2>	**Edit the selected field.**
<F8>	**Switch between table and record views.**
<F9>	**Switch between edit and view modes.**

Working with Databases

Using Toolbars

Using Navigator Toolbar

Click on the icons in the toolbox to activate the following commands.

Button	Action
◄	**Go to first record**
◄	**Go to previous record**
►	**Go to next record**
►►	**Go to last record**
+	**Insert a record**
−	**Delete a record**
✓	**Confirm the changes in a record**
✗	**Cancel the changes in a record**

Using Text Toolbar

Click on the icons in the toolbox to activate the following commands.

Icon	Action
Tr Arial ▾	**Select the font that will be used to display the data in the table.**
10 ▾	**Select the font point size.**
B	**Click on this icon to use the bold text.**
I	**Click on this icon to use the *italic* text.**

Using Toolbox

Click on the icons in the toolbox to activate the following commands.

Icon	Action
📄	**Create a new database.**
📂	**Open database table.**
💾	**Save data to the database.**

✂	**Cut to clipboard.**
📋	**Copy to clipboard.**
📋	**Paste from clipboard.**
📄	**Create a table report.**
📊	**Change the view to Table/Re-cord.**
❓	**Open help file.**
📰	**Restructure the table.**

Available Data Types for Fields

The following data types are available for fields:

- A or C - alphanumeric field
- N - number in signature with a floating comma
- S - integers in range -32768 to 32767
- I - long integers. Paradox long integer fields are 32-bit signed integers that contain whole numbers (non-fractional) with complete accuracy in the range -2147483648 to 2147483647 (plus or minus 2 to the 31st power). Long integer fields require more space to store than short fields.
- L - logical value TRUE, FALSE
- D - date
- T - time
- @ - timestamp

Defining Indexes

To define an index in the database table, do the following:

Note: Indexes are not available for text database (.TXT, .CSV), but only for real databases (MS Access, Paradox, dBase).

1. Open your database table.
2. Select the command **Restructure** in the Options menu.

Note: You can also click on the 📰 icon in the toolbox.

3. Go to the **Indexes** tab.
4. Click on the **Add** button.
5. Click on the field in the **Fields in table** box for which you want to define the index.

6. Click on the button to move the field to the **Indexed fields** box.

7. Click on the **Save** button.

8. Select the name for the index. You can leave the default setting.

9. Click on the **OK** button.

10. Click on the **OK** button to close the **Indexes** tab.

Notes for Paradox Tables

In order to design secondary indexes, table must have defined primary index. One of the fields has to be set as a primary index.

Do the following:

1. Open your database table.

2. Select the command **Restructure** in the Options menu.

> **Note:** You can also click on the icon in the toolbox.

3. Go to the **Fields** tab.

4. Select the field for which you want to define the primary index.

5. Double click the **Index** area.
    The asterisk character is placed in the **Index** area.

6. Continue with step 3 from the previous instructions.

Notes for dBase Tables

Only single field indexes are allowed for dBase tables.

Editing Data in the Table

Data in the table can be edited when a table is opened in the read / write mode. Make sure the records are not displayed in the gray color indicating the table is set to **View** mode, not **Data** mode.

To edit the data in the table, use the following methods:

1. Use cursor keys to move between fields in the table. The active record or field is high-lighted.

2. Whenever you want to change data, you simply write in the desired text.

> **Note:** If you cannot edit the data in the table, make sure the table is not locked by some other application and that you have enabled the **Edit** mode.

3. Entire record can be deleted by pressing a keyboard shortcut <Ctrl> + <Delete>.

> **Note:** You can also click on the icon in the database navigator toolbar.

4. To insert a new field, press the <Insert> key or press <Arrow down> key on the last field in the table.

Note: You can also click on the ✚ icon in the database navigator toolbar.

Enabling Edit Mode

If the records in the database appear in the grey color and you cannot edit the records, you have the database opened in the **View** mode.

To be able to make changes to the records, do the following:

1. Select the **Edit** command in the View menu.

Note: You can also press the **<F9>** shortcut.

2. The table has switched to the Edit mode, enabling you to edit records.

Restructure the Database

To change the structure in your database table, do the following:

1. Open your database table.
2. Select the command **Restructure** in the Options menu.

Note: You can also click on the 🖼 icon in the toolbox.

3. Go to the **Fields** tab to make changes to the structure of the fields.
4. Go to the **Index** tab to make changes to the indexes.
5. Click on the **OK** button.

Automating the Software

Command line options

If you want to execute some commands when the appliaction starts, you can specify additional command line parameters.

Command line parameters are:

Fill table:

-F output_table input_table [/Saaa] [/Tbbb]

Output table is filled with the records from the input table.

/S aaa	**Optional parameters to check record size where aaa is record length.**
/T bbb	**Optional parameter to skip records where bbb is the number of records you want to skip.**

Append table:

-A output_table input_table [/Saaa] [/Tbbb]

Records from input table are added to the output table.

/S aaa	**Optional parameters to check record size where aaa is record length.**
/T bbb	**Optional parameter to skip records where bbb is the number of records you want to skip.**

Append and update table:

-AU output_table input_table [/Saaa] [/Tbbb]

Records from the input table are added to the output table. If the same record already exist in the output table, it is updated.

/S aaa	**Optional parameters to check record size where aaa is record length.**
/T bbb	**Optional parameter to skip records where bbb is the number of records you want to skip.**

Open table:

-D table_name or just table_name (without -D)

Empty table:

-E table_name

This command can also be combined with append command (-AE). In this case the table is first emptied and then the records from the input table are appended to it.

Opens table in table view:

-G

Opens table in record view:

-L

Quit the application:

-Q

Do not report any errors:

-E

Example:

```
NDATA6.EXE -F ARTICLES.DBF IMPORT.TXT -Q
```

This command line converts a text file into dBase table. The indexes that may exist in the output table are not recreated. After the process is finished, the application closes.

Technical Support

Online Support

You can find the latest builds, updates, workarounds for problems and Frequently Asked Questions (FAQ) on the product web site.

For more information please refer to:

- Knowledge base: http://kb.nicelabel.com
- NiceLabel Support: http://www.nicelabel.com/support
- NiceLabel Tutorials: www.nicelabel.com/Learning-center/Tutorials
- NiceLabel Forums: forums.nicelabel.com