



Moving EASYLABEL (along with the formats) from one PC to another

EASYLABEL Multi-User has some differences in setup, including starting the Network Server and connecting other PCs to that server. Those instructions are included after the more common setup information.

1. Moving the EASYLABEL Format files

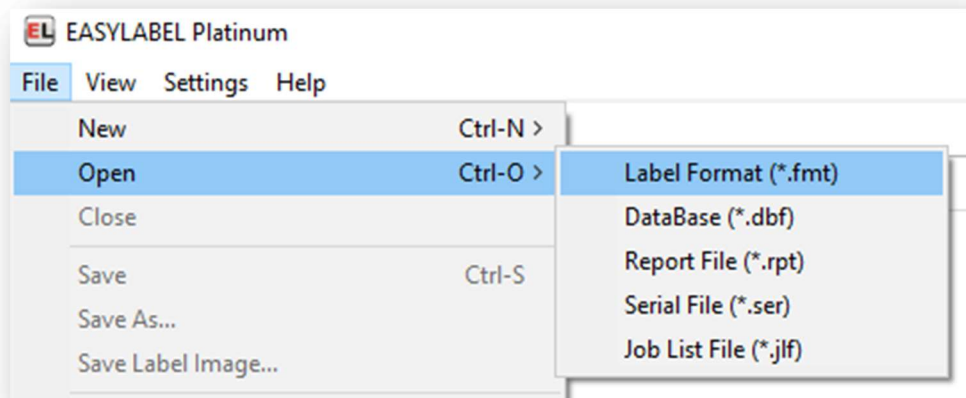
EASYLABEL Format files are the files that you use to edit and print labels.

Locate the files you would like to move. This would include EASYLABEL format files (.fmt), as well as any images or databases that are connected to them.

EASYLABEL **does not** have a set location for these files, but usually companies do. Your best bet for locating these would be to contact the people who work with the files the most.

If you are unsure of the location of the files but know how to open the file through EASYLABEL, you can find the location of your EASYLABEL format files (.fmt) by following these steps:

- a. Open EASYLABEL
- b. Navigate to **File > Open > Label format**.



- This will open something that looks similar to file explorer
- c. From there, select "Look in" at the top and see the folder that you are currently looking in

You will need to copy these files over to the new computer. This can be done by using an external storage device or a shared network drive.

Please note:

- When a format file has an external data connection (to an image, database, etc.), it is most often connected through an absolute path and **not** a relative path.
- Keeping the same file and folder structure as previously used can prevent having to reconnect external data files.

2. Checking your license information

If you do not know your version of EASYLABEL, please test the key version by running the **EASYLABEL License Tool application** on the machine with the license key.

Here is the download link for the **License Tool** if you do not already have it downloaded:
<https://easylabel.com/download/drivers/EASYLABEL-License-Tool.exe>

The License Tool will tell you information including your software level, version number, if you have any potential free upgrades available, and the number of users in a Multi-User license.

Another way of checking version information is on a working computer that is running a licensed version of EASYLABEL

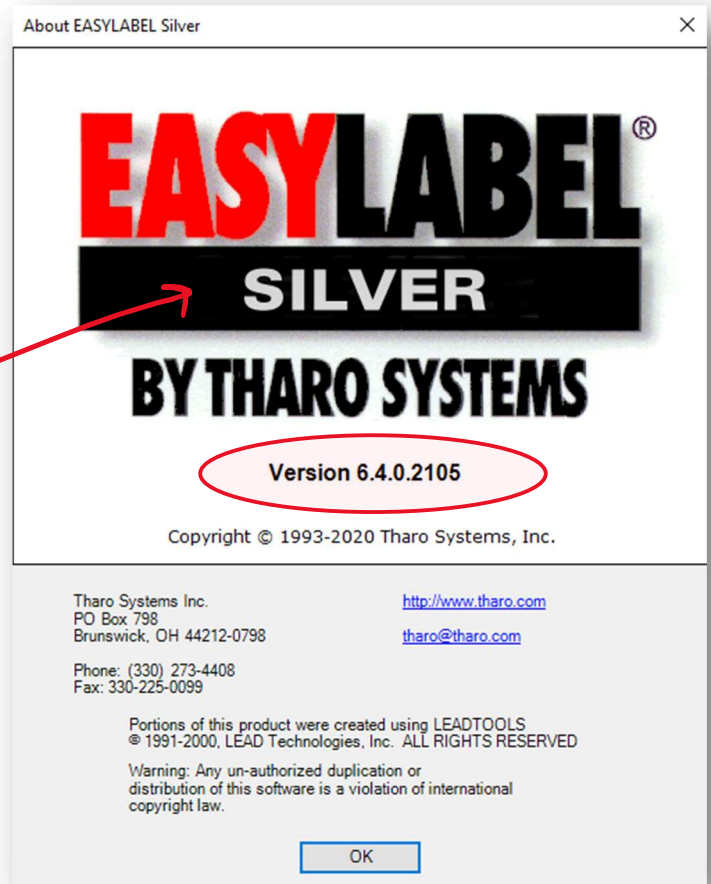
If you know the computer you are using currently *is working properly with the key plugged in*, you can check the version information by following these steps:

- a. Open EASYLABEL
- b. Navigate to **Help > About**
- c. View the license information on this screen

This screen tells the license level between the lines “EASYLABEL” and “BY THARO SYSTEMS” – in the screenshot to the right, the license level is **SILVER**.

It also tells the version number after “Version” beneath the level information – in the screenshot to the right, the version number is **6.4**

If this screen says **PLATINUM DEMO**, you are **NOT** looking at a licensed version of EASYLABEL.



3. Downloading EASYLABEL

Please download the correct software level and version of EASYLABEL according to the License Information in the EASYLABEL License Tool.

Current and older versions of EASYLABEL can be downloaded from our website, easylab.com

If you have an older version of EASYLABEL and have the original download disc, you can use that to download EASYLABEL.

EASYLABEL versions **6.2-6.4** will run on **Windows 7 through Windows 11**
EASYLABEL version **7** will run on **Windows 10 through Windows 11**

If you would like to upgrade to EASYLABEL 7, our latest version, please contact your EASYLABEL Reseller or sales@easylab.com

If downloading EASYLABEL on multiple PCs, be sure to install the same version number on all PCs

Format files can be opened and edited in newer versions of EASYLABEL than what they were designed for, but may become corrupt if saved in an *older* version

We highly recommend installing EASYLABEL as an Administrator.

Running the download file as Administrator helps to ensure all files are installed properly.

4. Installing the license:



If you have a Digital License:

**CONTACT YOUR EASYLABEL RESELLER OR THARO.
Do NOT delete your license unless explicitly told to do so.**

Once you have a plan set up with your Reseller or THARO, you will eventually delete the license and activate the license on the computer that will be the host machine. You will be given a file from either your EASYLABEL Reseller or Tharo in an email, run this file to activate the license.

- ***If you have a single user license, setup is now complete. You can choose to relocate the configuration file by following the instructions in step 5.***
- ***If you have a Multi-User license, continue to step 4a.***



If you have a hardware dongle:

Locate and unplug the license key from the old computer.

Plug in the hardware dongle to the computer that will be the new host machine.

Please use the image to the right of this text as reference as far as what the license keys look like.

*****Note the USB license dongle is more common and it is unlikely that you have both types of license dongles.***



EASYLABEL license keys

- ***If you have a single user license, setup is now complete. You can choose to relocate the configuration file by following the instructions in step 5.***
- ***If you have a Multi-User license, continue to step 4b.***



4a. Direct Connection Setup – **DIGITAL LICENSE ONLY**

Typically, a digital license can be found automatically, but in the event that you need to directly connect to the host through an IP search, follow these steps:

1. Find the IP Address of the Host computer
 - a. Navigate to the Command Prompt on the host computer (enter cmd in the Windows search bar)
 - b. Type **ipconfig**
 - c. Copy / write down the IPv4 Address of that computer

2. Open “CodeMeter Control Center” in the Windows toolbar

3. Select “WebAdmin” – this will bring you to a webpage

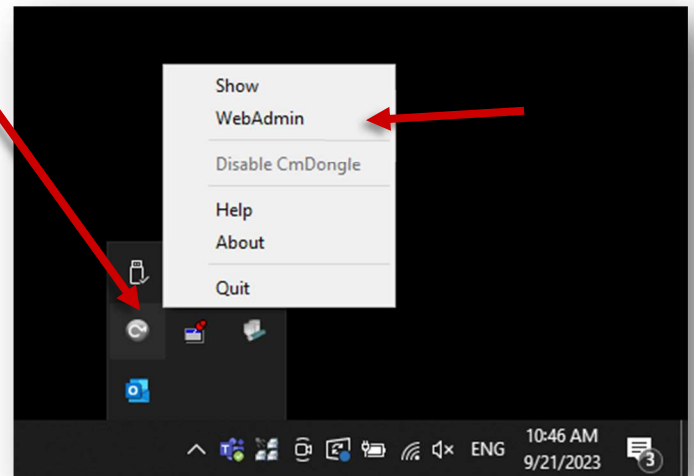
- a. ****Note:** As an alternative, you can open the WebAdmin by searching for “CodeMeter Control Center” in the Windows toolbar, then clicking the “WebAdmin” button in the bottom right corner

4. Select “Configuration” at the top, this takes you to **Configuration > Basic > Server Search List**

5. Select “add new Server” – you will get a prompt to enter the Server Name or IP Address. Enter the host’s IP address here

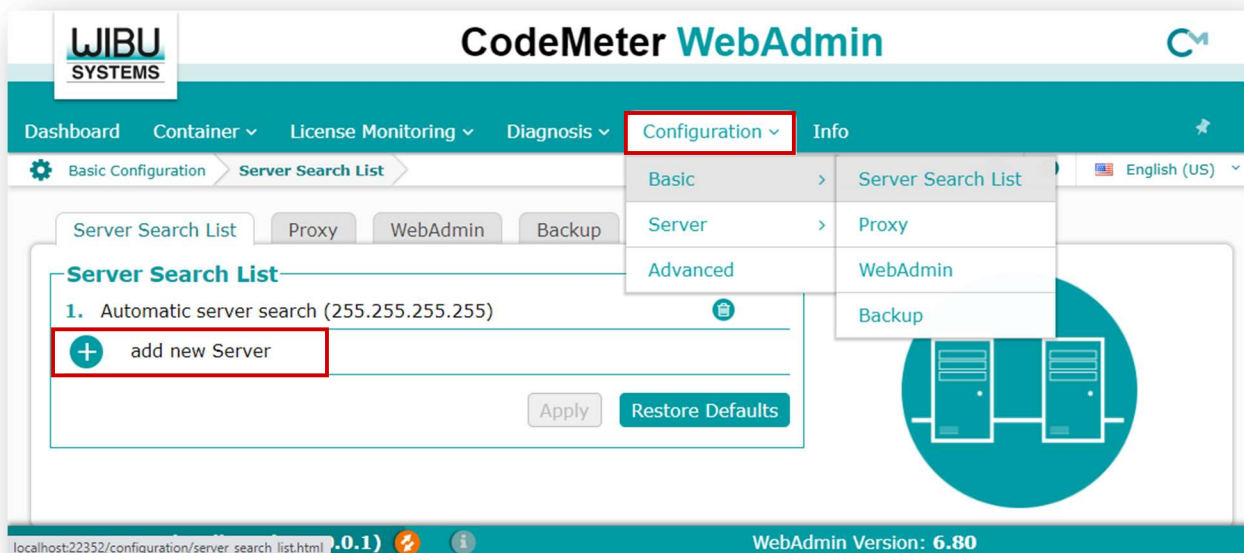
6. Click “Add”, then click “Apply”

You will need to repeat step 2-6 for each of the client computers



Note: UDP port 22350 must be open in and outbound

Instructions continued on next page



Only complete steps 7 and 8 on the host machine!

If you start the Network Server on a client machine, the client machines may connect to a computer without a license. Ensure all client machines have “Network Server” set to “Disable”

7. Hover over “Configuration” at the top, select “Server”, this takes you to **Configuration > Server > Server Access**
8. Set “Network Server” to “Enable”, then Click “Apply”





4b. Network Server and Users Setup - ***HARDWARE DONGLE ONLY***

Please view this video on starting the Multi-User network server:

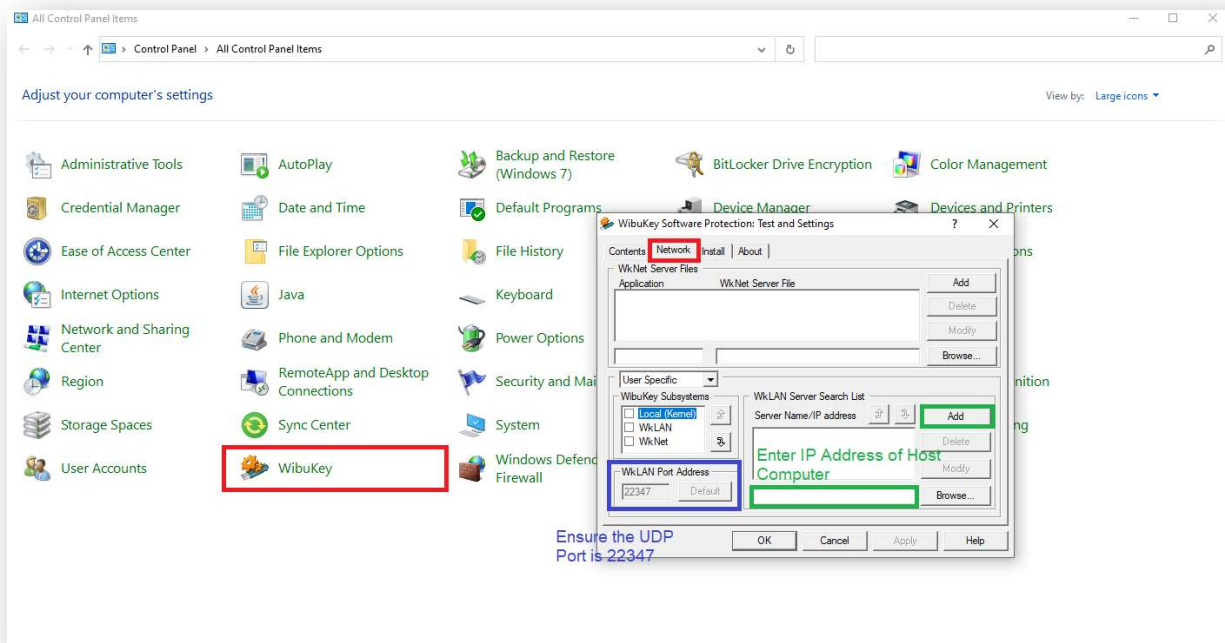
<https://easylab.com/videos/software/Starting-Network-Server.mp4>

*****Only start the Network Server application on the host machine!***

Once the steps in the video have been completed:

1. Navigate to WibuKey Test and Settings on a client machine (Windows Control Panel > WibuKey).
2. Double click on "Network" **within the WibuBox Tree on the Contents tab.**
3. It will now search the network for an available key.
 - a. If the key **is** found, repeat the above steps 1-3 on each client machine
 - b. If the key **is not** found, follow the steps below:
4. Find the IP Address of the Host computer
 - a. Navigate to the Command Prompt on the host computer (enter cmd in the Windows search bar)
 - b. Type **ipconfig**
 - c. Copy / write down the IPv4 Address of that computer
5. Connect to the host using the IP (See image below for reference)
 - a. Go to one of the client computers
 - b. Navigate to the Windows Control Panel
 - c. Select View by Large or Small Icons (in the top right corner of the Control Panel)
 - d. Select "WibuKey" – if two appear, select the first one listed
 - e. Navigate to the Network tab
 - f. In the "Server Name / IP address" box on the bottom right, delete any additional IP addresses
 - g. Enter the IP address of the host computer in the box below the IP address list, click "Add"
 - h. To the left of that box, ensure that the WkLAN Port Address matches across all computers. Default UDP Port is 22347.
 - i. Click "OK"

You will need to repeat step 5 for each of the client computer each of the client computers.



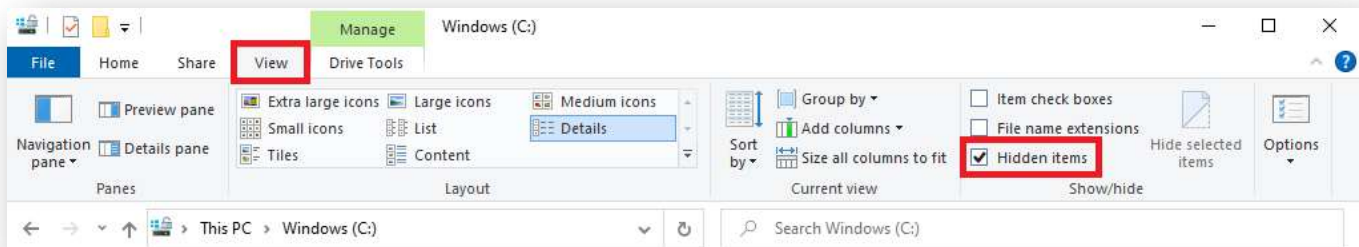
5. Moving the EASYLABEL Configuration file

The configuration file is *not* necessary to copy over, but is often useful as it saves previously set preferences in Program Options as well as any internal printer drivers that are set up.

Locate the **label.cfg** file

For EASYLABEL versions 5.0 – 6.2: located in **C:\ProgramData\Tharo\EASYLABEL**

- Note that *ProgramData* is a hidden folder, you will need to select **Show Hidden Items** under “View” in the C:\ drive to access it.



For EASYLABEL versions 6.3 – 7: located in **C:\Users\Public\Public Documents\Tharo\EASYLABEL**

Label.cfg files may also be in **C:\Users\<USER>\Documents\Tharo\EASYLABEL** if any non-admin Windows users have made modifications to the Program Options or Printer Configuration.

If you think there may be other locations, you can search the C:\ drive for “label.cfg”

If you are unsure of your version number, please run the EASYLABEL License Tool application

Copy the **label.cfg** file from your original computer, and once EASYLABEL is installed on the new computer, paste the **label.cfg** file in the necessary location (the path for the version you are installing)

EASYLABEL and Tharo Printer tutorials can be found at <https://www.EASYLABEL.com>

Common errors when moving EASYLABEL

Error: The EASYLABEL key is too old for the software version you are trying to run

Cause: The software installed is too new for the license you have. License keys are only good for specific version numbers, typically the version that is purchased and the next released version.

Solution: Use the **EASYLABEL License Tool** to check your license version number. Uninstall the version of EASYLABEL currently installed and install the correct version.

Error: When opening a format: This format was created for the <driver> driver.

Cause: The format was designed for a specific printer driver that is not installed on this computer

Solution: Look closely at the error message and follow the directions for installing the correct driver

Error: ERROR – Cannot read file <file path>

Cause: EASYLABEL is looking in the path listed for a particular file and is unable to find it, likely because it was not copied over or it was copied into a different folder.

Solution: The path listed in the error should also contain the file name. Look for that file on the previous computer and copy it into that path on the new computer.

If this does not work for you, you may need to redirect the fields in your format file (.fmt) that are using this file. Redirect the field by opening the format, double clicking on the necessary field, select the “Source” tab, and redirect the file path as needed

Contact your EASYLABEL Reseller or techsupport@easylab.com with any specific technical questions