

WhistlSort

User Guide

Hopewiser Ltd
Merlin Court
Atlantic Street
Altrincham
Cheshire
WA14 5NL
United Kingdom

Tel: 0161 924 2800
Fax: 0161 924 2809

<http://www.hopewiser.com/>
support@hopewiser.com

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Introduction

WhistlSort is a program for setting up and performing WhistlSort jobs.

Intended Audience

This User Guide is specifically aimed at end-users of WhistlSort.

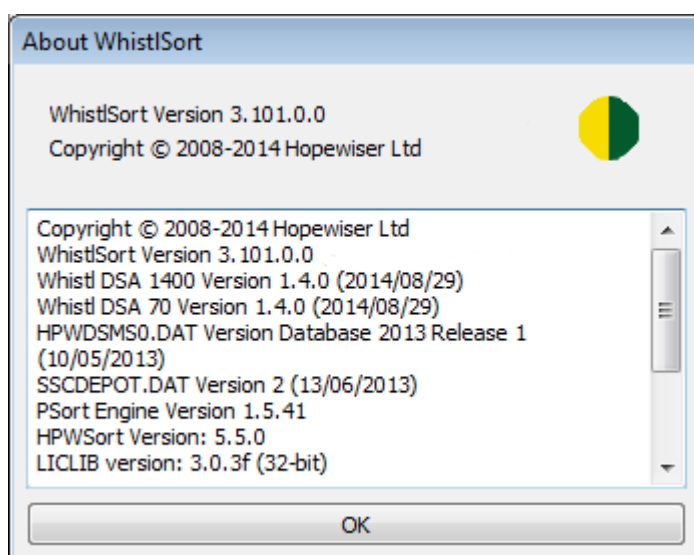
Installation

Please see the Hopewiser Software Installation Manual for detailed installation instructions.

Help

WhistlSort includes a full help file facility. This can be accessed by selecting **C**ontents from the Help menu. Context help is also available for various fields and buttons by pressing **F1** when Control is selected.

Figure 1. About Box



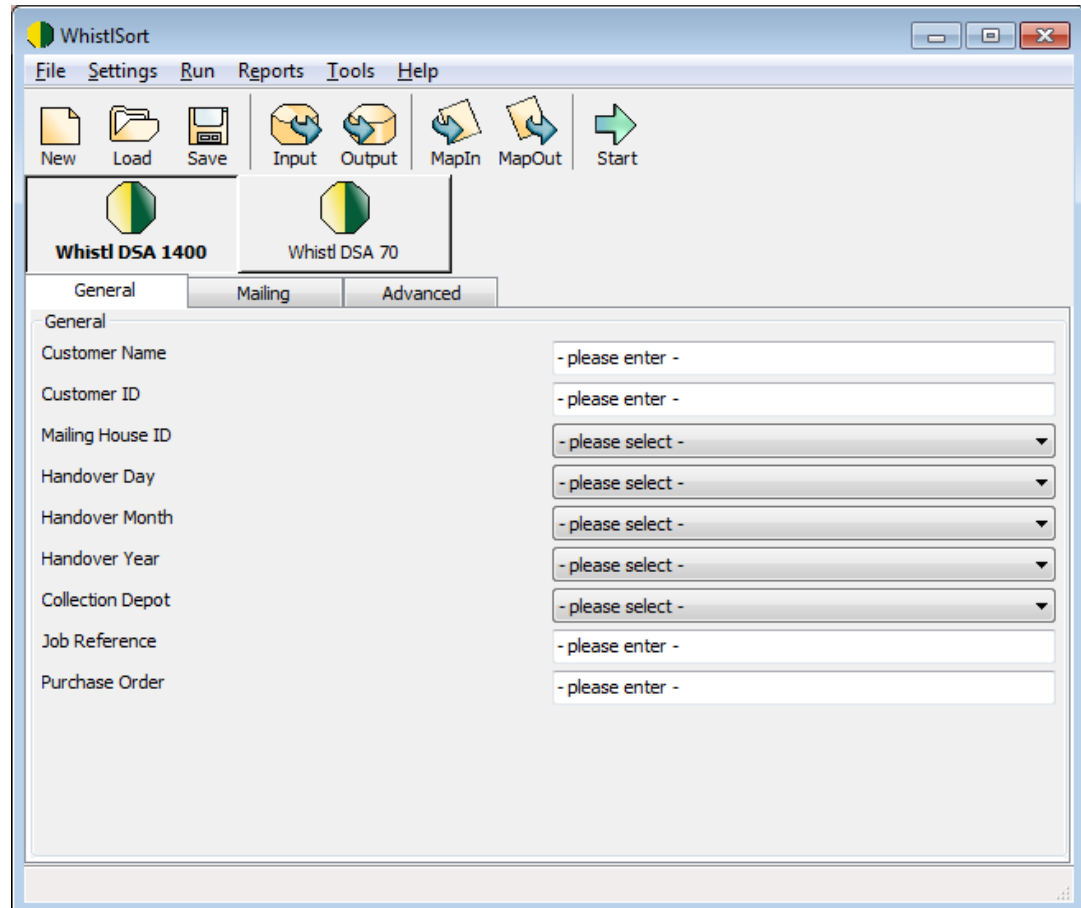
The Help menu also provides access to the About Window. Accessed from the **A**bout item, this window details important information about which version of WhistlSort is running. It is useful to have these version numbers ready, should technical support be needed, to enable the support staff to provide the most efficient and effective response.

1. Main Window

The main window provides the majority of products functionality.

Figure 1.1. Main Window

Please note that the services distributed may differ from the image.



1.1. Menus

Shortcut keys are enabled for most of the menu options. This enables an option to be selected by pressing the 'Alt' key and a specific letter key. The 'Key' letter is identified by an underscore. To select the File menu option for example depress 'Alt' and whilst still held down select the 'F' key. Further shortcuts are available for some options by pressing control key combined with a letter, for example, 'Control + O' loads a setup.

The **File Menu** provides access to database, setup and print options.

The **Settings Menu** provides access to mappings screens and the product's preferences.

The **Run Menu** provides access to the **Start Coding** option and the **Advanced Run Options....**

The **Tools Menu** provides access to the other products packaged with WhistlSort.

The **Help Menu** provides access to the product Help file and About box.

1.2. Toolbar

The tool bar provides access to some of the common windows used when defining a setup.

1.3. Service Buttons

The service buttons allow the user to select the service they want to run, for example, Whistl DSA 70.

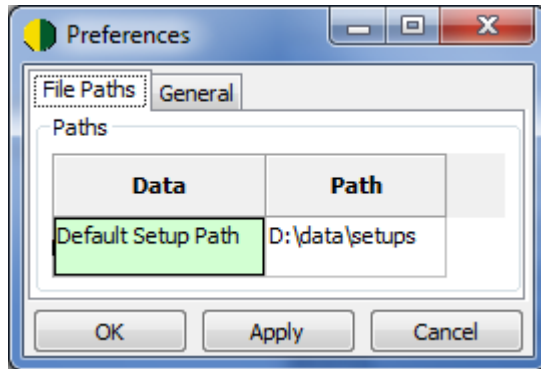
1.4. Parameters

Parameters are grouped into pages, such as, "General", "Mailing" and "Advanced". The parameters should be defined as appropriate before starting a run.

2. Preferences

This window allows the user to select the path where setup files are stored and define to lowest and highest values to be used for the **Mailing Segment**.

Figure 2.1. Preferences



3. Setting Up A File Process

3.1. Selecting A Service

To select a service simply click on the service button with the name of the service you want to run.

3.2. Defining The Parameters

Once the service is selected the user should define the parameters. The parameters are arranged into pages, such as, **General**; **Mailing** and **Advanced**. The **Customer ID** and the **Item Weight** are examples of parameters. A full explanation of the parameters can be found in **whistl_plugins.pdf**.

3.3. Input Database

To select a data source for processing, select **Input Database** from the File menu.

The first stage when opening a database is to select the input database file.

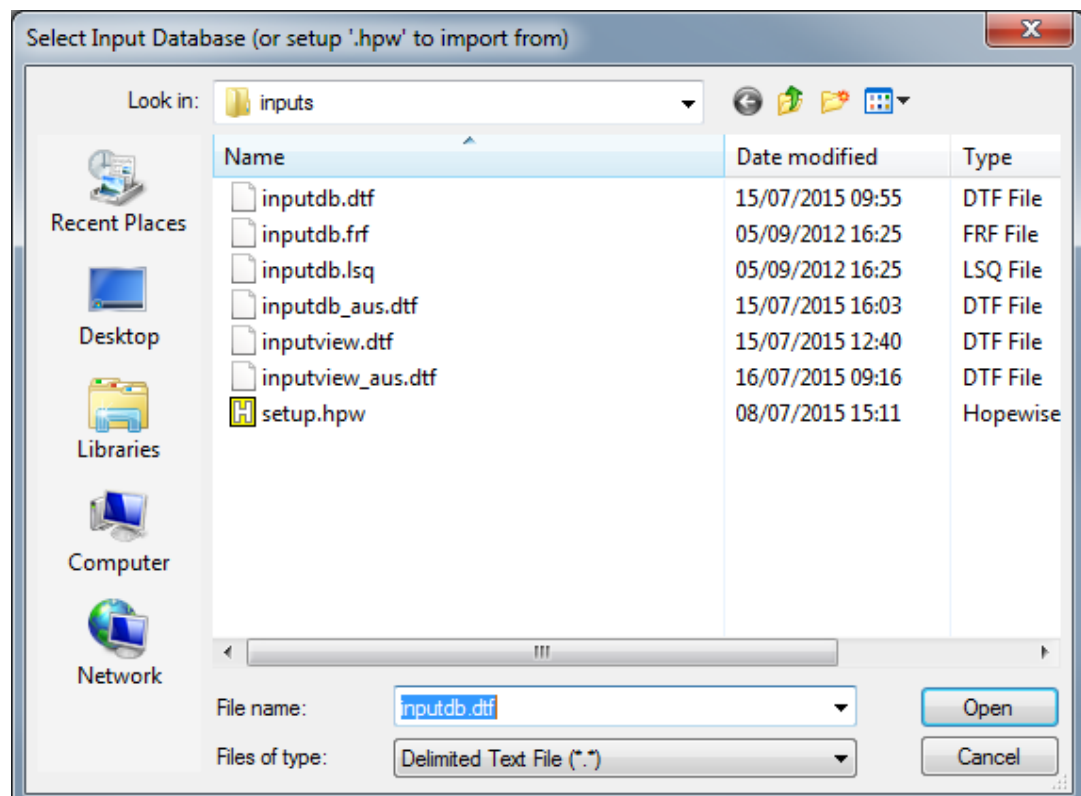


Note

If a database had previously been chosen, the initial file selection window is skipped.

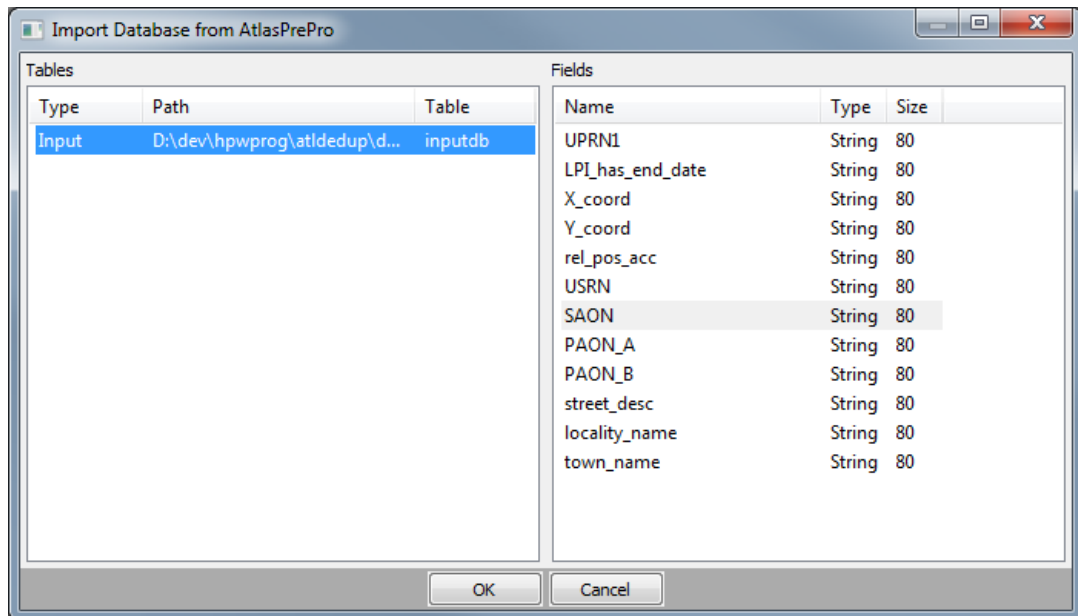
Select the input database type from the Files of type list and either browse the hierarchy to obtain the input database file name or enter it directly into the text box. Once entered, click the **Open** button to proceed.

Figure 3.1. Select Input Database - File Selection



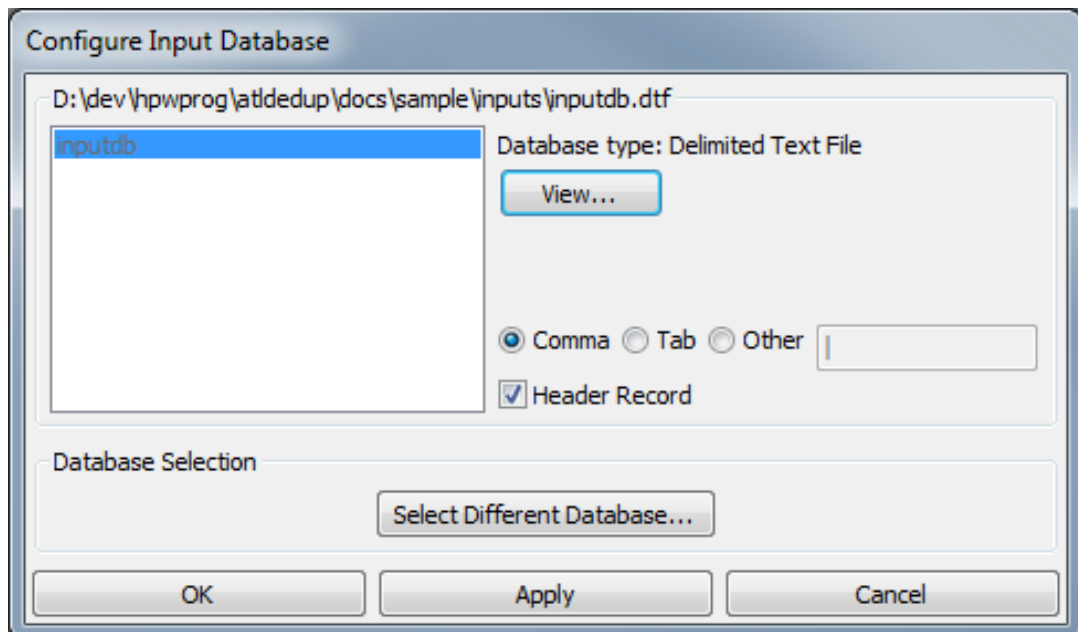
An alternative is to import the input database details directly from an existing Hopewiser Setup file. This method allows a database to be passed between Hopewiser software products without having to re-specify any parameters. Select the Import From Hopewiser Setup type, enter the file name and click the **Open** button. The application will then prompt the user to identify the applicable database.

Figure 3.2. Select Input Database - Import



Select the database from the list provided and click the **OK** button to proceed.

Figure 3.3. Configure Input Database



To exit this window without saving changes click **Cancel**. To exit this window and save changes click **OK**. Alternatively, clicking **Apply** will save the changes without closing the window.

If the input file is a text file and contains a header record (i.e. field names) then this should be signified by selecting the **Header Record** check box. The field delimiter should also be set by selecting either

the **Comma**, **Tab** or **Other** radio button. Selecting **Other** enables the user to enter an alternative field delimiter.

When either a Fixed Record File or Line Sequential File type has been selected a **Define** button is displayed. This invokes the Define Fields Window, allowing the user to provide the field definitions.

For all input file types, a **View** button is displayed. This button allows the user to view the contents of the input file by invoking the database viewer.

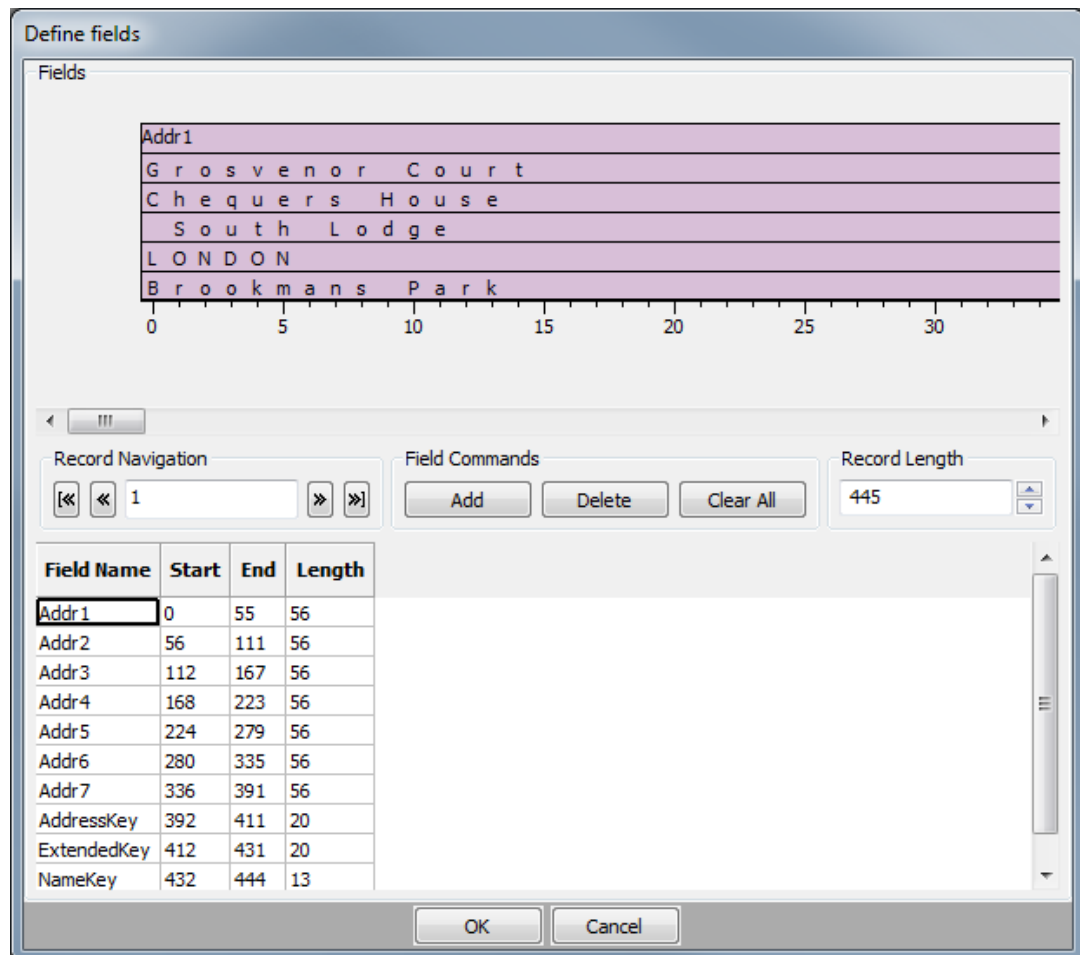
Clicking the **Select Different Database...** button displays the File Selection window, allowing the user to choose an alternative file type and name.

Once happy with the choice of input database, click **Apply** or **OK**.

3.3.1. Fixed Field Definition

The **Define Fields** window allows you to set the record length and locate your fields in either a Fixed-Record format file or a Line-Sequential file.

Figure 3.4. Fixed Field Definition



The window consists of five areas - the graphical representation of the data is at the top. The three boxes underneath allow you to move through the records (**Navigation**), define and delete field definitions (**Field Commands**) and set the **Record Length**, either by typing it in, or by use of the Spin Control buttons. Finally, there is a grid which contains all the current field definitions.

If you click and drag in the graphical area, a new field will be defined. If you click within a field you may drag it left or right along the record. If you click near to the right of the field name you will be able to resize it by dragging.

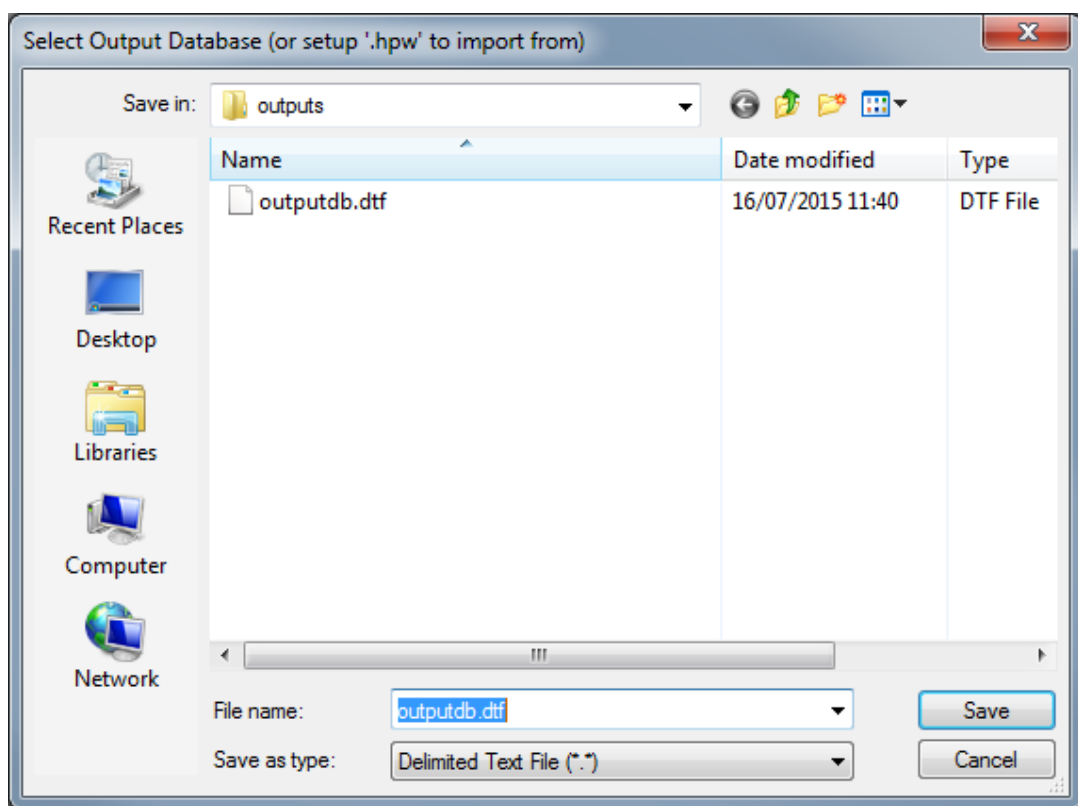
Fields can be named or manually sized by entering values in the grid section of the window. You may use the **Add** button to create a new default field to be edited.

The creation of a Fixed Field or Line Sequential output file requires the user to simply select the file name and type in the standard Windows file selection screen. There is no requirement to individually define what will be the recipient output field. These will be defined once the user has 'mapped' the output fields they want to see in their output database.

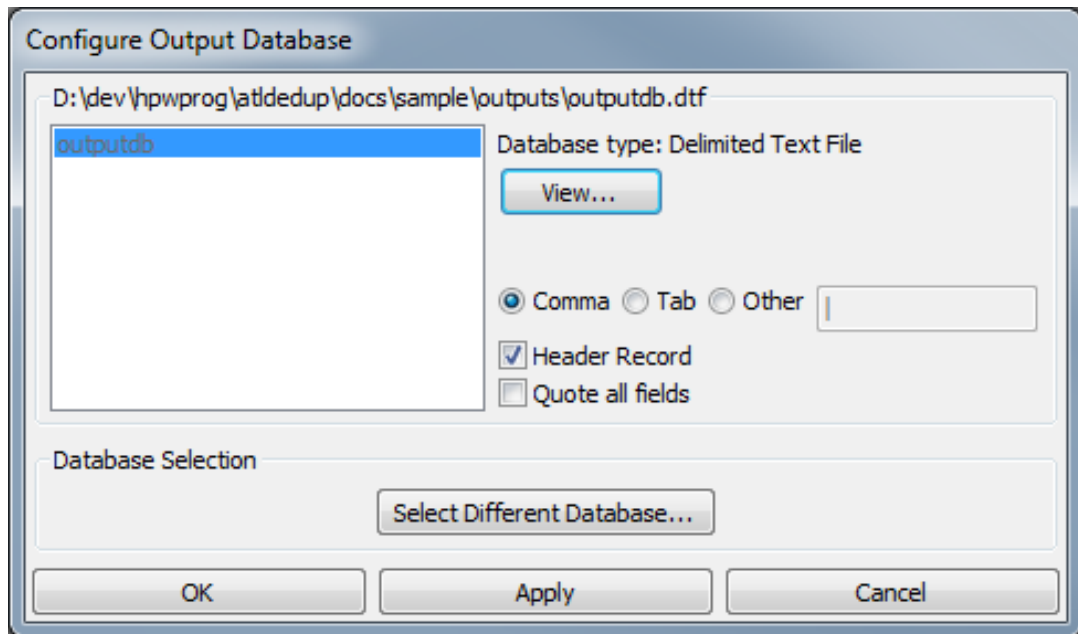
3.4. Output Database

The selection of an output database is identical to the selection of an input database. Thus, the user will be presented with the following window :-

Figure 3.5. The Select Output Database Window



The user now selects the desired file name, and the file type, and then selects **Save**. The following window will then be displayed :-

Figure 3.6. The Configure Output Database Window

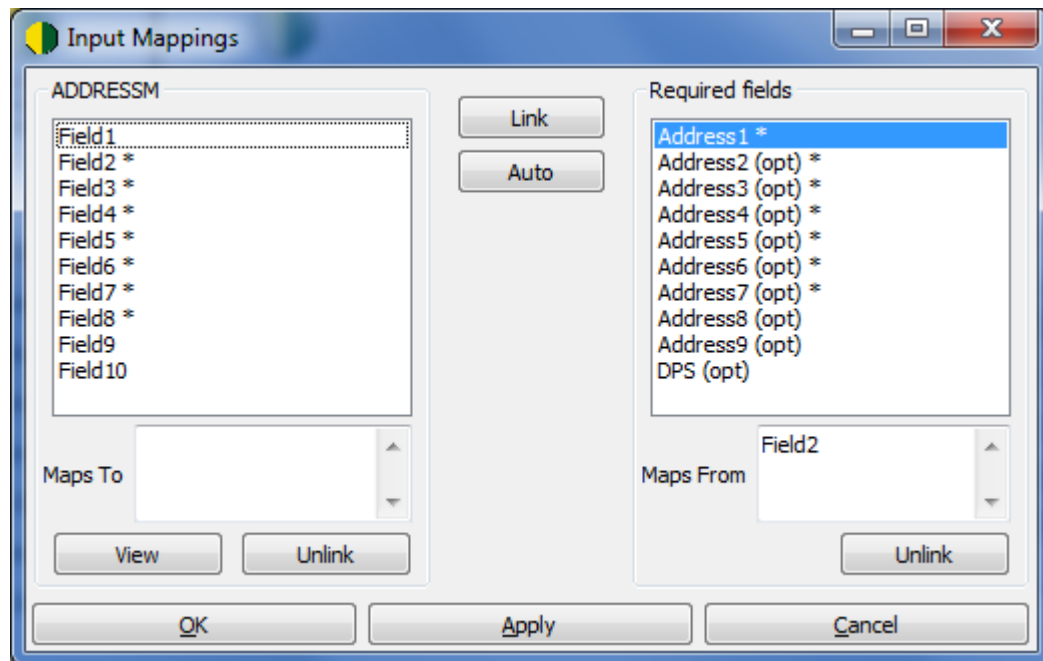
Field names can be written to Delimited Text Files as the first record of the output database by checking the **Header Record** option.

An additional option on this screen is **Quote all fields**. If this is selected then all the fields written to output will be wrapped in double quotes (" ").

Once happy with the choice of output database, click **OK** or **Apply**. To cancel any selections made, click **Cancel**.

3.5. Input Mappings

Once an input database has been loaded, the next stage is to complete input field linking. This involves identifying from the input database the fields required to perform the job.

Figure 3.7. Input Mappings

The **Input database fields** box lists the fields available from the input database. These have to be mapped to the **Required Fields**, which are the inputs that are required to perform the job. Generally the input address should be mapped and perhaps the DPS.

To save the selection made, click **Apply** or **OK**. To cancel any selections made, click **Cancel**.

3.5.1. Input Fields

For an explanation of the "Available Fields" see whistl_plugins.pdf.

3.5.2. Establishing A Link

A link can be established by highlighting the appropriate item in each list and clicking the **Link** button.

It is possible to link a group in one list to a group in the other list, thus making several connections in one go. This is done as follows:

- Highlight all the input database fields you want to link (use the shift key in conjunction with the mouse).
- Highlight the required field item that you want to link the first highlighted input database field to. Click the **Link** button and the first highlighted input database item will be linked to the highlighted required input; the second highlighted input database item will be connected to the next required field; and so on.
- Items in each list are marked with an asterisk when they are linked. Highlight a field to find out which other field it is linked to. The box underneath the lists labelled 'Maps To' for the input database, and 'Maps From' for the Fields required display the field relationships.



Note

An input database item can be connected to more than one required input. However a required input can only be connected to one input database item.

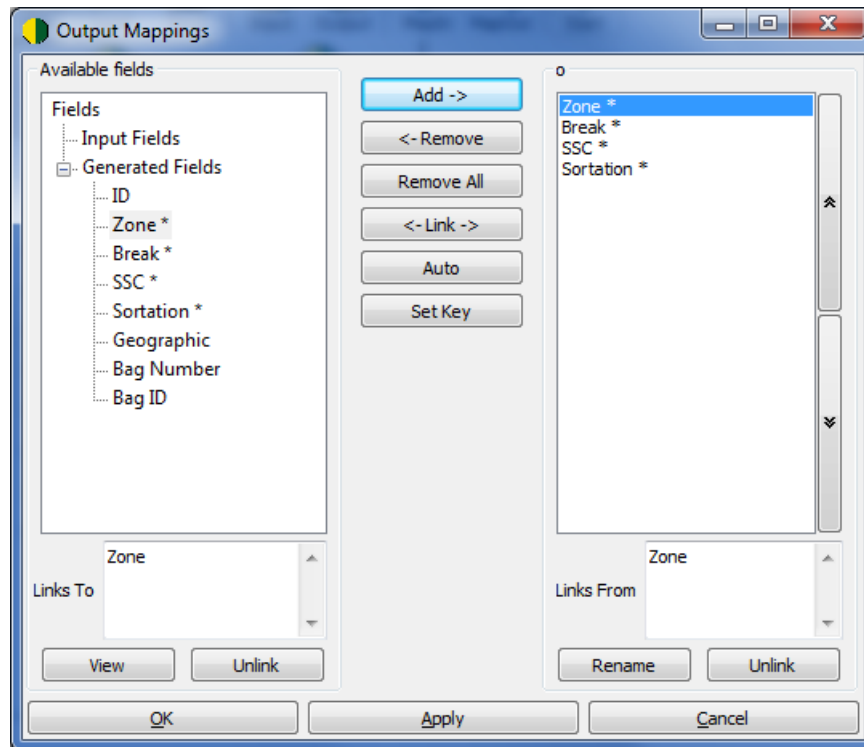
To assist in the linking process the input database can be viewed by clicking the **View** button. (See Appendix B, *Database Viewer*.)

3.5.3. Breaking A Link

The **Unlink** buttons will unlink mappings from the field(s) selected in their respective lists.

3.6. Output Mappings

Figure 3.8. Output Mappings



To save the selection made, click **Apply** or **OK**. To cancel any selections made, click **Cancel**.

3.6.1. Adding Fields

Select the required fields by highlighting the field and clicking **Add**. As fields are selected they will appear in the **Output** list. When fields are added they are automatically linked and marked in each list with an asterisk when they are linked. Highlight a field to find out which other field it is linked to. The box underneath the lists (labelled 'Links To' for the input database, and 'Links From' for the Fields required) display the field relationships.

Entire categories can also be added by selecting a category name and clicking **Add**.



Note

Multiple fields can be selected by holding the **CTRL** button down on the keyboard and clicking on the required fields. To select a range of fields (e.g. Label lines) click on the first field, hold down the **SHIFT** key on your keyboard and click the last field required.

3.6.2. Removing Fields

To Remove a field simply select its entry in the Output list and click the **Remove** button, or double-click on the item.

3.6.3. Re-linking Fields

For the purpose of breaking and establishing links the **Link** and **Unlink** buttons are provided. The **Unlink** buttons will unlink mappings from the field(s) selected in their respective lists. To link fields select the fields to link and click the **Link** button to make the connection.

3.6.4. Auto Linking

Clicking the **Auto** button will link output fields to their input/generated fields of the same name, if not already linked. If no fields are in the output, all generated and input fields will be added to the output.

3.6.5. Setting A Key

Clicking the **Set Key** button will set a primary key on the selected output field. Only a single key may be selected (use **Set Key** again to unset), and it will only affect non-text databases.



Note

An ODBC database will require a primary key for writing. A primary key must be unique over all data. WhistlSort does not provide a mechanism to generate such a key since it is expected that an ODBC output will have been generated from an ODBC input source.

3.6.6. Moving Fields

The order of the output fields can be changed by highlighting the required field and using the up and down arrows on the right of the window. Users will not be able to move fields if the output database already exists and is being appended to.

3.6.7. Renaming Fields

In the case of two fields in different categories such as 'Input Fields' and 'Generated Fields' having the same name, if users want to add both into the **Output** list, they will be asked to rename one of the fields.

3.6.8. Multilinking Fields

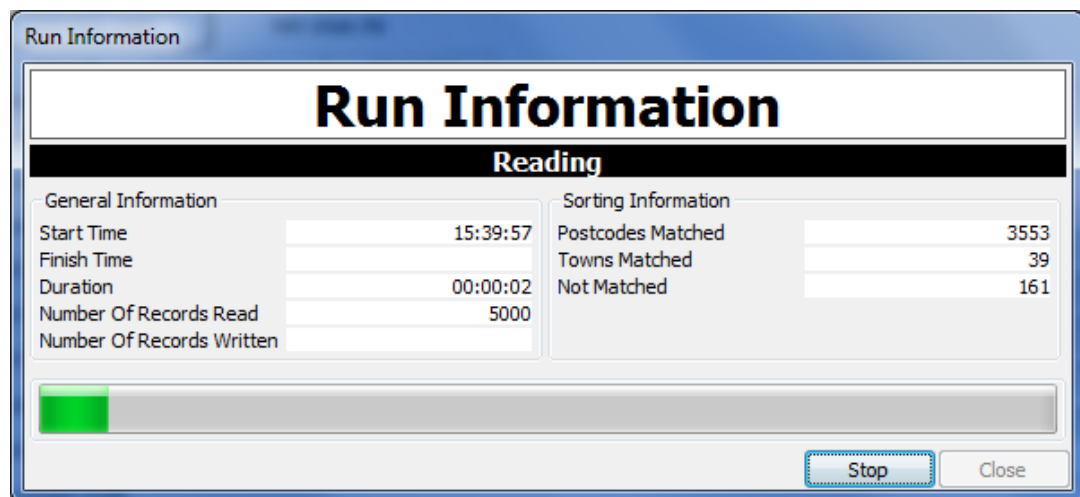
Any input field can be linked to more than one output field. If one input field is linked with two output fields, two asterisks will be added next to this input field. If the user highlights this input field the 'Links To' list will show two linked output fields.

4. Starting A Run

Once all the setup stages have been completed the database can be processed. To start the run select **Start Run** from the Run menu, or click the start icon on the toolbar. WhistlSort will process the entire file without stopping. An incremental count of records processed is displayed in the Run Information Window. It is possible to stop the run at any time by clicking the **Stop Button**.

4.1. Run Information

Figure 4.1. Run Information



This window keeps the user informed with some useful statistics whilst the job is running. The Stop button stops the run.

5. Reports

The Reports of a run can be viewed by selecting View from the View menu, and then the type of report you wish to view. To exit the Reports click the Close button. To print the report click the Print button which will open the standard print dialogue. The << and >> buttons can be used to move back and forward through the Statistics report. A drop-down box is also included to set the zoom percentage when viewing the statistics.

5.1. Exporting Reports

The WhistlSort Reports can be exported to a text file by selecting Export and then the type of report you wish to export from the View menu.

Appendix A. Command Line Options

It is possible to alter the behaviour of the product by executing from a command prompt with 'command line options'. These options are especially useful when running the product as part of an automated batch job. For example, a user can load a setup, run the job and export reports all from one command.

Options

Option: --nosplash

Description: Start without a splash window.

Option: -a, --autorun

Description: Start run automatically.

Option: --autoruntool

Description: Run tool.

Option: -h, --hide

Description: Start program with window minimized.

Option: -d, --die

Description: Exit after run completion.

Option: -f, --deffile

Description: Load the specified service file only.

Option: --reportdir

Description: Directory to export reports to.

Option: --reportprefix

Description: Prefix added to reports.

Option: -r, --repfile

Description: File name for Computer Planning report.

Option: -l, --linelisting

Description: File name for Line Listing report.

Option: --showlocked

Description: Show unlicensed services.

A.1. Examples

Start the product and load setup file: mysetup.hpw.

whistlsort.exe mysetup.hpw.

Run the product with the plugin specified, load the setup and start run.

whistlsort.exe --deffile 1400.def --autorun mysetup.hpw

Run the product, load the setup, start run and export the reports to "c:\reports" directory.

whistlsort.exe --autorun --report c:\reports mysetup.hpw



Note

When "--autorun" is selected a log file is created, whistlsort.log, describing the job.

Appendix B. Database Viewer

The Database Viewer enables the user to view the contents of either an input or an output database. It can be accessed from any program using the 'View' button on the appropriate database selection screen.

The window comprises a **Database Browsing** area, a **Data** panel, an **Options** panel and a **Navigation** panel. The Navigation panel shows the total number of records in the database.

The Database viewer has two viewing states: Single-record view and Multi-record view.

Single-Record View

This is the default setting of the database viewer. In this state the user is presented with two columns, one of which lists the field names, and the other the field values, as shown below.

Figure B.1. Database Viewer - Single Record View

	Field Value
Surname	Smith
Forename	Fred
Initial	D
Add1	Flat 1
Add2	Test House
Add3	Test Road
Town	Anytown
Postcode	AA1 9ZZ

Data

Hex: 53 6D 69 74 68

Surname: Smith

Options

☐ Multi-record view

☐ Lock Cell Sizes

Navigation

[<<] [<] [>] [>>] 1 of 5

Close

The field name is that specified for each field in the database. If field names are not included in the database then the fields will be listed Field1, Field2, etc. **Field Value** lists an individual record's contents for those fields.

The records can be viewed one at a time, using the '<' and '>' buttons to move backwards and forwards through the database. Alternatively, the user can enter the number of the required record to jump to within the edit box. If the specified record exists it will be displayed. If the record does not exist the last record within the file will be displayed. The '<<' and '>>' buttons will move through the database a page at a time and the '[<<' and '>>]' buttons will move to the start and end of the file respectively.

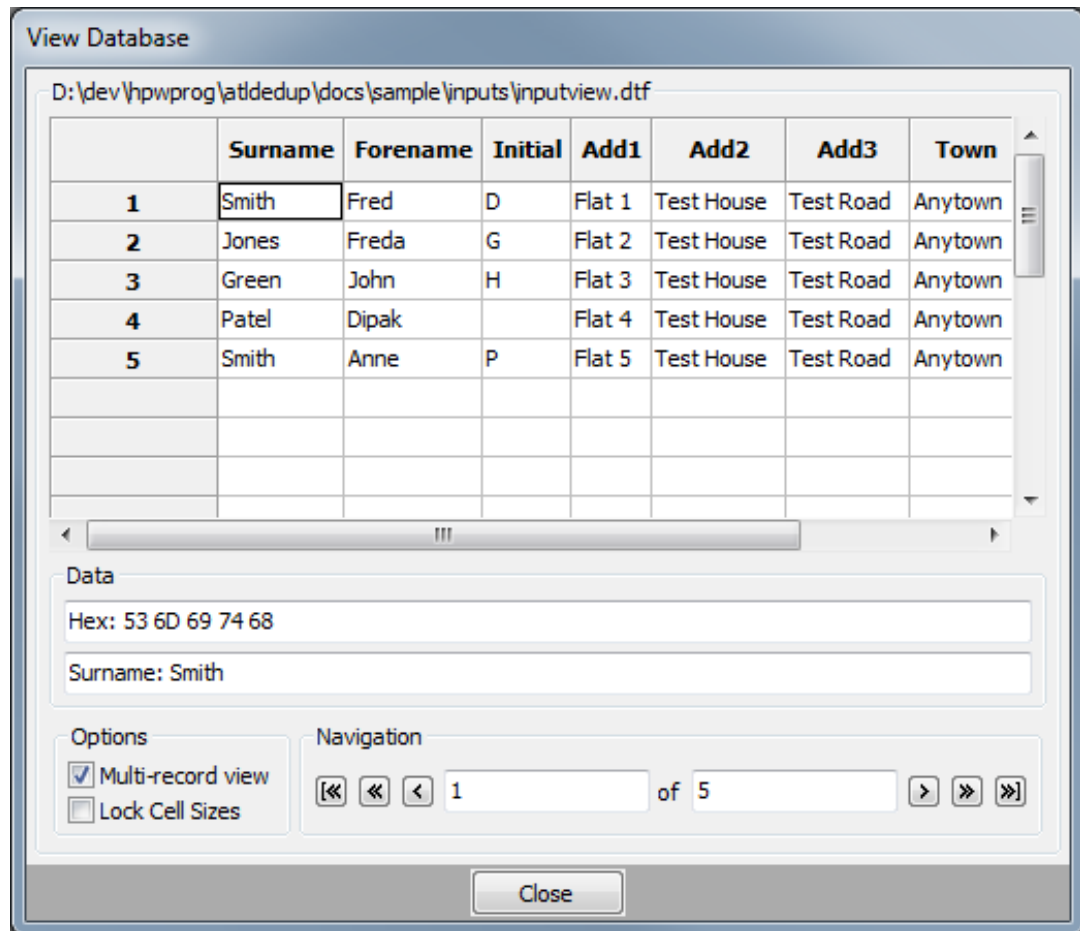
The cell widths can be adjusted by dragging the column separators in the title row. This enables better viewing of the contents of a particular cell. However, if you then continue to move through the file the cell will revert back to the original size. To maintain the cell sizes select the **Lock Cell Sizes** check box.

Clicking the **Close** button will exit the Database viewer.

Multi-Record View

The Database Viewer can be set to grid details by selecting **Multi-record View**. In this state it displays the contents of the database in a grid, as shown below :-

Figure B.2. Database Viewer - Multi-Record View



The field names are displayed in the title row, and each record is subsequently displayed in a separate row, the record number being listed in the column on the left of the grid.

As with single record view the cell widths are again lockable by selecting the **Lock Cells Sizes** check box. The Navigation Panel as detailed in the single record view is also available for moving through the database.

Using the cursor it is possible to highlight particular fields, records and cells. A single click will highlight a field's contents. A double-click will change the Database Viewer to a single record view with focus on your selected record. Once you have viewed the record you can move back to the multi-records view by double-clicking within the details of the record in focus.

Again, clicking the **Close** button will exit the viewer.

Hexadecimal Reader

Both single and multi record states contain a hexadecimal reader under the heading **Data**. When you click on the field this displays the contents of the field represented as hexadecimal data. This is useful when trying to ascertain the exact contents of a field.

Appendix C. Setups

A Setup is a collection of all the information you enter at each step in order to define a run. It is useful to save this information so that it will be available each time you use the program; you will not need to re-enter all steps to repeat the same input/output process. It is worth saving the information even if you do not intend to do exactly the same run again, because it may be easier to re-load the information and make a few changes than to start from scratch again.

Saving a Setup

To save a setup select **Save Setup** from the File menu, which will invoke the 'Save Setup' dialogue. Enter a name and location for the setup.

If you make changes to a setup, and save it again (without renaming it) you will overwrite the original saved setup. If you want to retain both the original version and the edited version save the edited version under a new name by selecting **Save Setup As...** from the File menu.

Loading a Setup

To load a setup select **Load Setup** from the File menu, which will invoke the 'Load Setup' dialogue. Select the required setup file. Provided that the original input/output files can be found, the program will be ready to repeat the run. You can also make changes to the setup information as if you had just started from scratch and gone through all the required steps.

If you select a setup and the original input file cannot be found (or the fields used by the setup no longer exist) you will need to select another input file before you can run, or edit the setup. When you select a new input database the program will check whether it contains the fields required by the setup, and offer the choice of selecting another file or abandoning the setup, if it does not. However, the only check made is that fields of the right type can be found in the right position (e.g. that there is a field 10 and it is a text field) so you must also check that the new input file contains the correct fields.

If you select a setup and the original output file cannot be found you will have to select another output file. If the original file can be found but the fields used by the setup no longer exist, you will need to select another file or overwrite the table.

If any of the database or mapping windows have been altered by the user, the user will be given the option to save the setup when they exit the application.

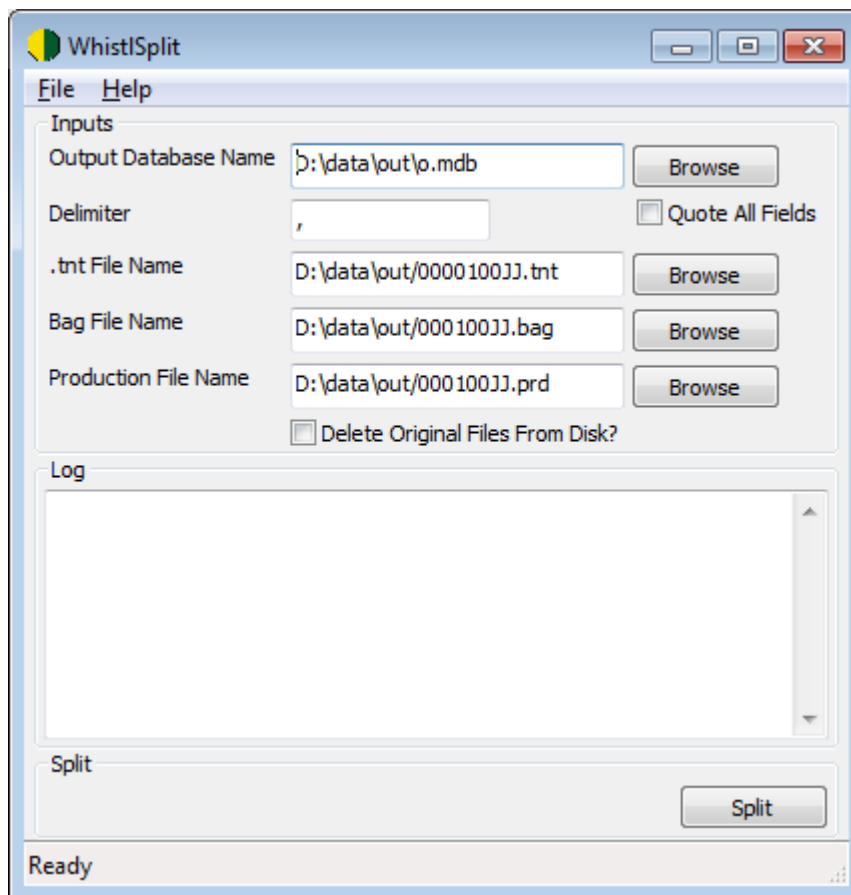
Appendix D. Whistl Plugins

For an explanation of the database inputs and outputs, parameters and and reports created see [whistl_plugins.pdf](#).

Appendix E. WhistlSplit

WhistlSplit is a product that allows the user to split the output files from WhistlSort into direct and residue files.

Figure E.1. WhistlSplit



The following files are split into a direct file and a residue file with STL items.

- Output Database
- .tnt Upload File
- Bag File
- Production File

Note that output files from Walksort will not be split. The user can optionally choose to delete the original output files once they have been split, note that the output database will not be deleted.

E.1. Output Database

The file name will be prefixed with either "Direct_" or "Residue_". For example, "out.txt" will be split into "Direct_out.txt" and "Residue_out.txt".

E.2. .tnt Upload File

The file name will be prefixed with either "Direct_" or "Residue_". For example, 000000000.tnt will be split into "Direct_000000000.tnt" and "Residue_000000000.tnt".

E.3. Whistl Bag File

The first character of the bag file name will be replaced by either a "D" for the direct file or "R" for the residue file. For example, 00000000.bag will be split into D0000000.bag and R0000000.bag.

E.4. Whistl Production File

The file name will be prefixed with either "Direct_" or "Residue_". For example, 00000000.prd will be split into "Direct_00000000.prd" and "Residue_00000000.prd".

E.5. User Requirements

For the output database to be split, the WhistlSort user must do the following:

- Set the output database as a "Delimited Text File".
- Set the output database to have a "Header" record.
- Map the "Sortation" field to the output database.

E.6. Invocation

WhistlSplit can be run from within WhistlSort after a job has finished. When run from within WhistlSort the necessary parameters are automatically populated.

E.7. Command Line

The following command line arguments are supported :-

Command Line Options

Option: -o

Meaning: The output database file name.

Option: -d

Meaning: The output database field delimiter.

Option: -q

Meaning: Indicate if the output database fields are quoted.

Option: -t

Meaning: The .tnt Upload file name.

Option: -b

Meaning: The bag file name.

Option: -p

Meaning: The production file name.

Option: -a

Meaning: Automatically start the run when the program starts.

Option: -x

Meaning: Indicate if the original files should be deleted (1 to delete, 0 NOT to delete).

Option: -i

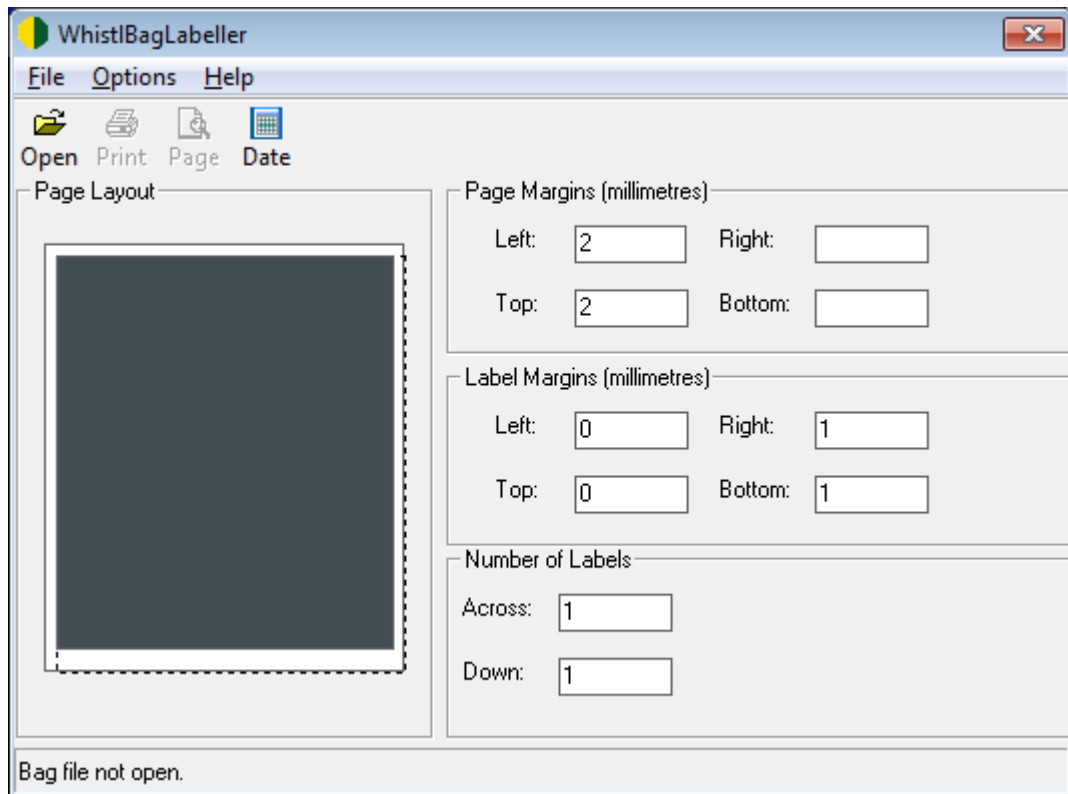
Meaning: Automatically close WhistlSplit when a run is complete.

An example command line follows: **whistlsplit.exe -o c:\outdata\out.txt -d "," -q 1 -r c:\outdata\0000000TB.tnt -b c:\outdata\000000TB.bag -p c:\outdata\000000TB.prd -a -x 1**

Appendix F. Whistl Bag Labeller

"Whistl Bag Labeller" is an application that allows the user to print bag and tray labels.

Figure F.1. Whistl Bag Labeller



F.1. Input

Use the Whistl bag file created by WhistlSort as the input. The program can be launched from within WhistlSort and the bag file will be loaded automatically ready to print the labels.

F.2. Menu Options

Menu: File=>Open

Description: Opens a bag file.

Menu: File=>Page Preview

Description: Previews the labels to be printed.

Menu: File=>Print...

Description: Opens the print dialog.

Menu: File=>Exit

Description: Exit the application.

Menu: Options=>Reset Values

Description: Reset the settings to their default values.

Menu: Options=>Collection Date

Description: Show a dialog where the Whistl collection date can be set.

Menu: Options=>Preferences

Description: Show the preferences dialog.

Menu: Help=>About Bag Labeller...

Description: Show the about box.

F.3. Preferences

Setting: Data Files Path

Description: Set the path of the WhistlSort data files.

Setting: Labels Type

Description: Select bag or tray labels.

Setting: Font Name

Description: The name of the barcode font.

F.4. Collection Date

Setting: Collection Date

Description: The date Whistl will collect the mail.

F.5. Print Preview

This window allows the user to preview the labels to be printed.



Note

The barcode will not be displayed unless a barcode font is installed on the PC.

F.6. Print Dialog

This dialog allows the user to define the labels they want to print and how many copies of each label should be printed.

Appendix G. Known Issues

Known issues and bugs with the current release of WhistlSort.

G.1. Input Files with Headers

Input files with a header line are limited to 1024 characters in that header. Any files with a header longer than this will not load.