



Supplier manual for creating Kid/Hemtex export marking via Kidlabel program

Version 1.0 2020-04-15

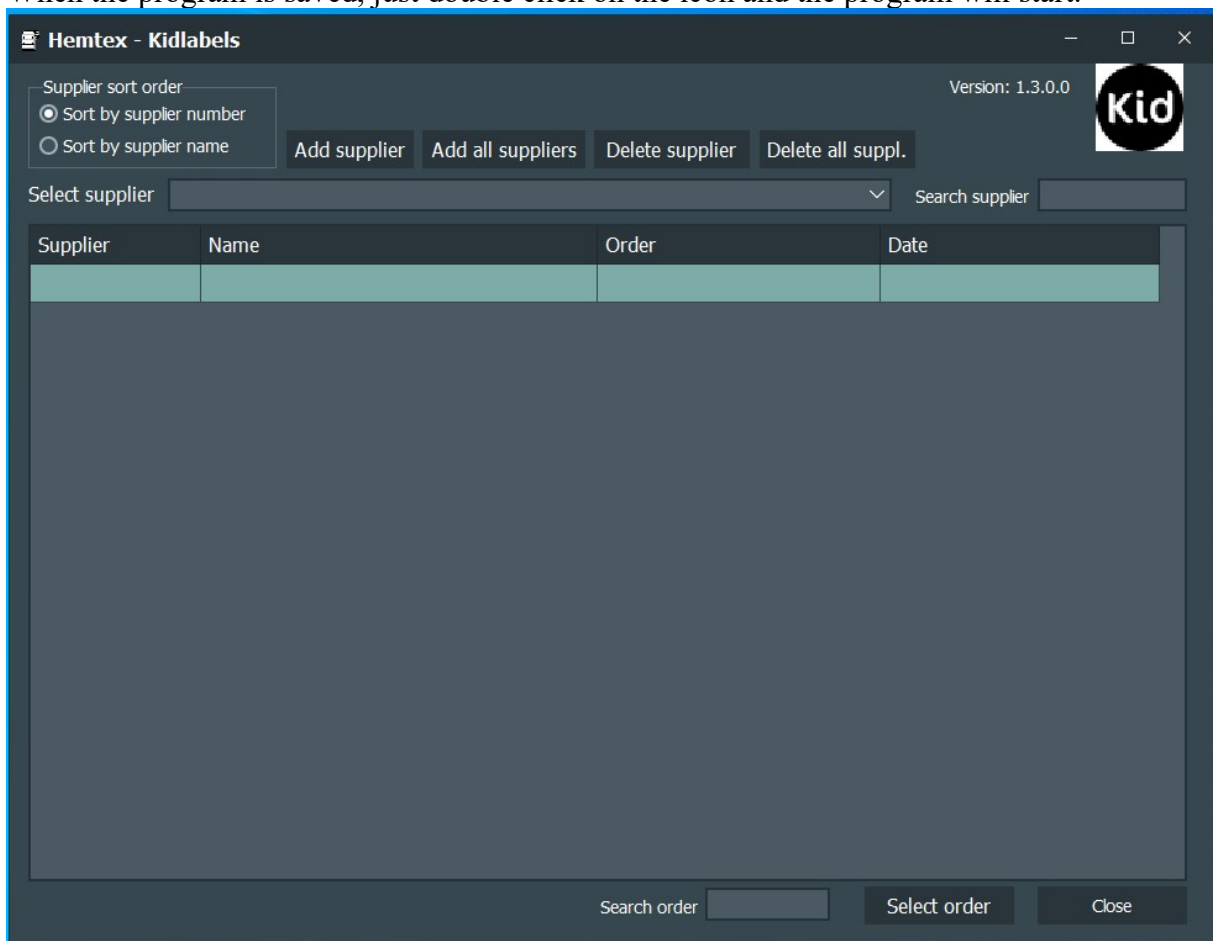
1. Kidlabel.....	2
2. Choose order for printing.....	4
Example label for export carton	6
Example label for retail pack	7
3. Check the barcode.....	8
4. How to mark the cartons	9
Export carton	9
Retail carton and Pre-pack	10
5. Paper and glue quality.....	10
Size of the paper	10

1. Kidlabel

The program Kidlabel.EXE is received via email from KID/Hemtex AB and needs to be saved somewhere local on the computer. Make sure that you save the program in a folder where you have read/write permissions.

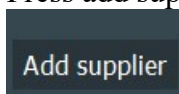


When the program is saved, just double click on the icon and the program will start.

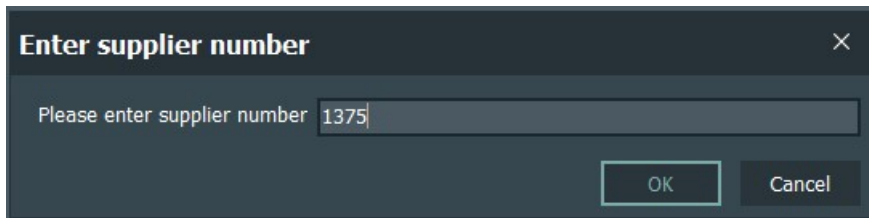


When you first enter the program it will not have any supplier allocated.
You need to add your **supplier number** and an **access code** which you will receive along with the program from KID/Hemtex AB.

Press add supplier

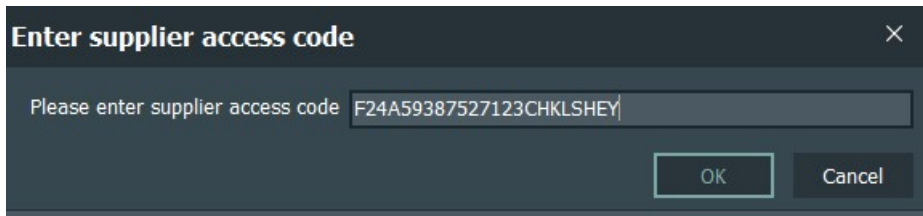


Write your supplier number - press OK



A dark-themed dialog box titled "Enter supplier number" with a close button (X) in the top right corner. It contains a text input field with the placeholder "Please enter supplier number" and the value "1375". Below the input field are two buttons: "OK" and "Cancel".

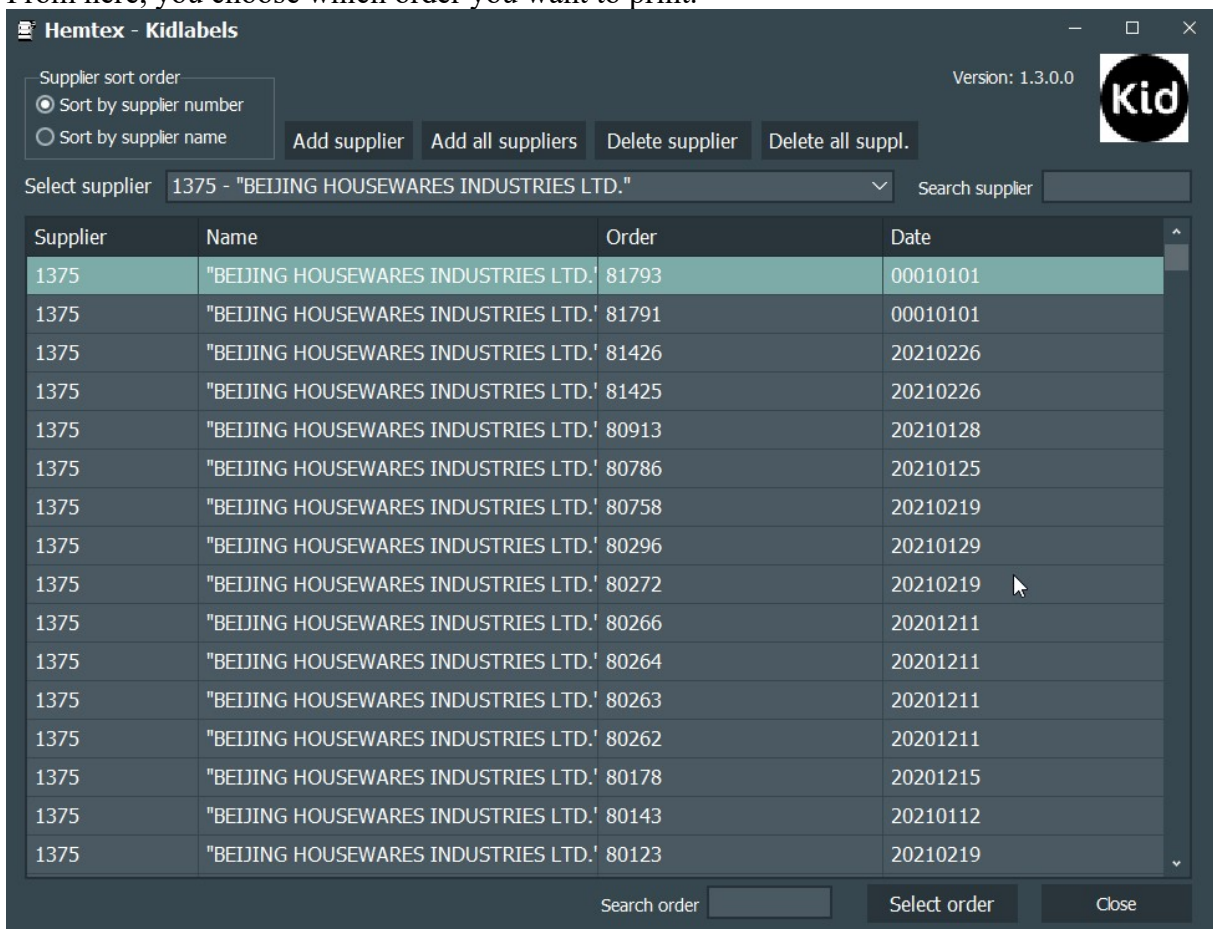
write or copy and paste the access code that you got from Hemtex AB/KID.



A dark-themed dialog box titled "Enter supplier access code" with a close button (X) in the top right corner. It contains a text input field with the placeholder "Please enter supplier access code" and the value "F24A59387527123CHKLSHEY". Below the input field are two buttons: "OK" and "Cancel".

You only have to do this once and the information will be saved next time you start the program.

Now you will be able to see all current orders for the registered supplier.
From here, you choose which order you want to print.



A screenshot of the "Hemtex - Kidlabels" application window. The window has a dark theme and includes a title bar with standard window controls. The main interface features a "Supplier sort order" section with two radio buttons: "Sort by supplier number" (selected) and "Sort by supplier name". To the right of this are four buttons: "Add supplier", "Add all suppliers", "Delete supplier", and "Delete all suppl.". Below these is a "Select supplier" dropdown menu showing "1375 - 'BEIJING HOUSEWARES INDUSTRIES LTD.'" and a "Search supplier" text input field. The central part of the window displays a table with four columns: "Supplier", "Name", "Order", and "Date". The table contains 16 rows of data, all for supplier "1375" and company "BEIJING HOUSEWARES INDUSTRIES LTD.". The first row is highlighted in light blue. At the bottom of the window, there is a "Search order" text input field, a "Select order" button, and a "Close" button. A "Kid" logo is visible in the top right corner of the application area.

Supplier	Name	Order	Date
1375	"BEIJING HOUSEWARES INDUSTRIES LTD."	81793	00010101
1375	"BEIJING HOUSEWARES INDUSTRIES LTD."	81791	00010101
1375	"BEIJING HOUSEWARES INDUSTRIES LTD."	81426	20210226
1375	"BEIJING HOUSEWARES INDUSTRIES LTD."	81425	20210226
1375	"BEIJING HOUSEWARES INDUSTRIES LTD."	80913	20210128
1375	"BEIJING HOUSEWARES INDUSTRIES LTD."	80786	20210125
1375	"BEIJING HOUSEWARES INDUSTRIES LTD."	80758	20210219
1375	"BEIJING HOUSEWARES INDUSTRIES LTD."	80296	20210129
1375	"BEIJING HOUSEWARES INDUSTRIES LTD."	80272	20210219
1375	"BEIJING HOUSEWARES INDUSTRIES LTD."	80266	20201211
1375	"BEIJING HOUSEWARES INDUSTRIES LTD."	80264	20201211
1375	"BEIJING HOUSEWARES INDUSTRIES LTD."	80263	20201211
1375	"BEIJING HOUSEWARES INDUSTRIES LTD."	80262	20201211
1375	"BEIJING HOUSEWARES INDUSTRIES LTD."	80178	20201215
1375	"BEIJING HOUSEWARES INDUSTRIES LTD."	80143	20210112
1375	"BEIJING HOUSEWARES INDUSTRIES LTD."	80123	20210219

2. Choose order for printing.

All pending orders for the selected supplier are shown in the grid below.

The screenshot shows the 'Hemtex - KidLabels' application window. At the top, there's a 'Supplier sort order' section with two radio buttons: 'Sort by supplier number' (selected) and 'Sort by supplier name'. To the right, there's a 'Version: 1.3.0.0' label and a 'Kid' logo. Below this, there are buttons: 'Add supplier', 'Add all suppliers', 'Delete supplier', and 'Delete all suppl.'. A 'Select supplier' dropdown menu is set to '1375 - "BEIJING HOUSEWARES INDUSTRIES LTD."' with a 'Search supplier' input field to its right. The main area is a table with four columns: 'Supplier', 'Name', 'Order', and 'Date'. The table lists 18 orders for supplier 1375, all with the name 'BEIJING HOUSEWARES INDUSTRIES LTD.'. The 'Order' column shows various numbers like 81793, 81791, 81426, etc. The 'Date' column shows dates like 00010101, 20210226, etc. At the bottom, there's a 'Search order' input field, a 'Select order' button, and a 'Close' button.

Supplier	Name	Order	Date
1375	"BEIJING HOUSEWARES INDUSTRIES LTD."	81793	00010101
1375	"BEIJING HOUSEWARES INDUSTRIES LTD."	81791	00010101
1375	"BEIJING HOUSEWARES INDUSTRIES LTD."	81426	20210226
1375	"BEIJING HOUSEWARES INDUSTRIES LTD."	81425	20210226
1375	"BEIJING HOUSEWARES INDUSTRIES LTD."	80913	20210128
1375	"BEIJING HOUSEWARES INDUSTRIES LTD."	80786	20210125
1375	"BEIJING HOUSEWARES INDUSTRIES LTD."	80758	20210219
1375	"BEIJING HOUSEWARES INDUSTRIES LTD."	80296	20210129
1375	"BEIJING HOUSEWARES INDUSTRIES LTD."	80272	20210219
1375	"BEIJING HOUSEWARES INDUSTRIES LTD."	80266	20201211
1375	"BEIJING HOUSEWARES INDUSTRIES LTD."	80264	20201211
1375	"BEIJING HOUSEWARES INDUSTRIES LTD."	80263	20201211
1375	"BEIJING HOUSEWARES INDUSTRIES LTD."	80262	20201211
1375	"BEIJING HOUSEWARES INDUSTRIES LTD."	80178	20201215
1375	"BEIJING HOUSEWARES INDUSTRIES LTD."	80143	20210112
1375	"BEIJING HOUSEWARES INDUSTRIES LTD."	80123	20210219

Mark the order you want to print and click on the line with the order number and press the button “Select order” or double click on the line. It is also possible to search a specific order by the function search order in the bottom of the screen.

A new window will be showed which articles is included in this order.
Select which article you want to print labels for by double click or mark end press “select article”.

The screenshot shows the 'Hemtex - KidLabels' application window with the 'Supplier: 1375 - "BEIJING HOUSEWARES INDUSTRIES LTD."' and 'Order: 81793' selected. The 'Version: 1.3.0.0' and 'Kid' logo are also visible. The main area is a table with six columns: 'Pack', 'Article', 'Description', 'Qty in pack', 'Pack qty', and 'Total qty'. The table lists four articles for the selected order. Below the table, there's a large empty space. At the bottom, there's a 'Select article' button and a 'Close' button.

Pack	Article	Description	Qty in pack	Pack qty	Total qty
Retailpack	204813010920	Starry telysholder 10x10x15 cm gr?	4	450	1800
Retailpack	204814010920	Starry round telysholder 10x10x8 cm gr?	4	504	2016
Retailpack	205010015888	Frozen lykt 15x15x15 cm multi	4	500	2000
Retailpack	205010012888	Frozen telysholder 10x10x12,5 cm multi	6	500	3000

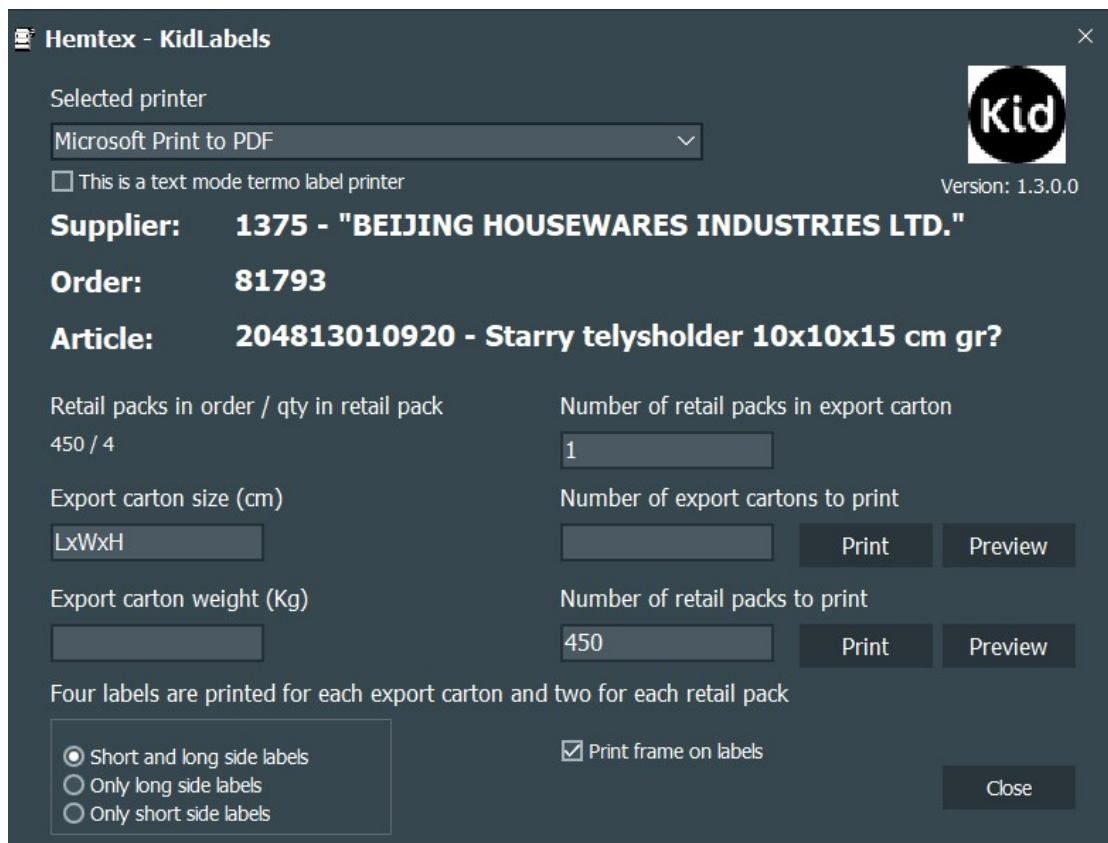
A new window will be showed with information about this article and order.
Choose which printer you should print on, this is only needed to be done the first time. Make sure the checkbox “This is a text mode termo label printer” is NOT checked if you want to print on a laser printer.

There are two types of labels; one for export label and one for retail label and Pre-pack label.

- Export labelling is enough for one carton
- Retail labelling is enough for two packed
- Pre-pack labelling is enough for two packed (same as retail label → qty = 1)

Before you print you can have a look at the preview of the label. Press the preview and make sure that al the information is correct.

It is possible to save to pdf-preview in order to print on other device.



There are some information stated that is not changeable and some that you need to enter yourselves.

If you are printing export carton labels:

- Enter “Export carton size”, format is L*W*H in centimetres. Example: 70*70*100
- Enter “Export carton weight”, format is in kg, Example: 25
- Enter the number of retail packs in each export carton.
- Enter number of export cartons you need labels for
- Press the Print button next to the “Number of export cartons to print” quantity.

- Tick the box “Only print short side labels” if you wish to only print short side labels

If you are printing retail pack labels:

- Enter number of retail pack cartons you need labels for
- Press the Print button next to the “Number of retail packs to print” quantity.

Note: If you ship the retail packs directly without putting them into export packs you have to use export carton labels directly on the retail pack and no retail pack labels!

All other information on the label is picked from KID/Hemtex business system. If you as supplier find any information incorrect, please contact KID’s purchasing office for correction. That the labels hold correct information is you as the suppliers responsibility.

Enter the information necessary and print by press Print or Preview and print from the PDF.

Hemtex - KidLabels

Selected printer
Microsoft Print to PDF

☐ This is a text mode termo label printer

Supplier: 1375 - "BEIJING HOUSEWARES INDUSTRIES LTD."

Order: 81793

Article: 204813010920 - Starry telysholder 10x10x15 cm gr?

Retail packs in order / qty in retail pack
450 / 4

Export carton size (cm)
10x20x25

Export carton weight (Kg)
10

Number of retail packs in export carton
2

Number of export cartons to print
100

Number of retail packs to print
450

Print Preview

Print Preview

Four labels are printed for each export carton and two for each retail pack

☒ Short and long side labels
☐ Only long side labels
☐ Only short side labels

☒ Print frame on labels

Close

When you are done press close to close the window.

Example label for export carton

Is enough for one carton.

Order to Kid Norway

Export label long side		Export label short side	
Kid		Kid	
Receiver:	Kid Interiør AS Gilhusveien 1	Order nr:	0000075679
Destination:	N-3426 Gullhaug	Article nr:	154280
Country code:	NO	Color nr / name:	627 / Grey blue
Supplier nr:	13088	Retail ctns in exp ctn 3	
Exp.carton: LxWxH:	10x10x10 (cm)	Pcs in retail pack:	4
Exp.carton weight:	50 (kg)	Article name:	Victor 150 x 240 cm Bedspread, Grey blue
			
0000075679-154280-627-000012		0000075679-154280-627-000012	

Export label long side		Export label short side	
Kid		Kid	
Receiver:	Kid Interiør AS Gilhusveien 1	Order nr:	0000075679
Destination:	N-3426 Gullhaug	Article nr:	154280
Country code:	NO	Color nr / name:	627 / Grey blue
Supplier nr:	13088	Retail ctns in exp ctn 3	
Exp.carton: LxWxH:	10x10x10 (cm)	Pcs in retail pack:	4
Exp.carton weight:	50 (kg)	Article name:	Victor 150 x 240 cm Bedspread, Grey blue
			
0000075679-154280-627-000012		0000075679-154280-627-000012	

Order to Hemtex Sweden

Export label long side		Export label short side	
HEMTEX		HEMTEX	
Receiver:	Schenker Logistics AB Hangarvagen 1 B	Order nr:	80658
Destination:	438 70 Landvetter	Article nr:	153662
Country code:	SWEDEN	Color nr / name:	
Supplier nr:	1361	Retail pack in exp ctn1	
Exp.carton: LxWxH:	94x10,5x10,5 (cm)	Pcs in retail pack:	4
Exp.carton weight:	3 (kg)	Article name:	Saga lystett rullegardin 80x185 cm Offwh
			
0000806581-536620600-00004		0000806581-536620600-00004	

Export label long side		Export label short side	
HEMTEX		HEMTEX	
Receiver:	Schenker Logistics AB Hangarvagen 1 B	Order nr:	80658
Destination:	438 70 Landvetter	Article nr:	153662
Country code:	SWEDEN	Color nr / name:	
Supplier nr:	1361	Retail pack in exp ctn1	
Exp.carton: LxWxH:	94x10,5x10,5 (cm)	Pcs in retail pack:	4
Exp.carton weight:	3 (kg)	Article name:	Saga lystett rullegardin 80x185 cm Offwh
			
0000806581-536620600-00004		0000806581-536620600-00004	

Example label for retail pack

Is enough for two packed.

If prepack No of pcs in retail carton should always be 1.

Order to Kid Norway




Retail label short side	
	
Order nr: 0000075679	Article nr: 154280
Color nr / name: 627 / Grey blue	Pcs in retail pack: 4
Supplier nr: 13088	Article name: Victor 150 x 240 cm Bedspread, Grey blue
	
0000075679-154280-627-000004	




Retail label short side	
	
Order nr: 0000075679	Article nr: 154280
Color nr / name: 627 / Grey blue	Pcs in retail pack: 4
Supplier nr: 13088	Article name: Victor 150 x 240 cm Bedspread, Grey blue
	
0000075679-154280-627-000004	




Retail label short side	
	
Order nr: 0000075679	Article nr: 154280
Color nr / name: 627 / Grey blue	Pcs in retail pack: 4
Supplier nr: 13088	Article name: Victor 150 x 240 cm Bedspread, Grey blue
	
0000075679-154280-627-000004	




Retail label short side	
	
Order nr: 0000075679	Article nr: 154280
Color nr / name: 627 / Grey blue	Pcs in retail pack: 4
Supplier nr: 13088	Article name: Victor 150 x 240 cm Bedspread, Grey blue
	
0000075679-154280-627-000004	

Order to Hemtex Sweden

Retail label short side	
	
Order nr: 80658	Article nr: 153662
Color nr / name:	Pcs in retail pack: 4
Supplier nr: 1361	Article name: Saga lystett rullegardin 80x185 cm Offwh
	
0000806581-536620600-00004	

Retail label short side	
	
Order nr: 80658	Article nr: 153662
Color nr / name:	Pcs in retail pack: 4
Supplier nr: 1361	Article name: Saga lystett rullegardin 80x185 cm Offwh
	
0000806581-536620600-00004	

Retail label short side	
	
Order nr: 80658	Article nr: 153662
Color nr / name:	Pcs in retail pack: 4
Supplier nr: 1361	Article name: Saga lystett rullegardin 80x185 cm Offwh
	
0000806581-536620600-00004	

Retail label short side	
	
Order nr: 80658	Article nr: 153662
Color nr / name:	Pcs in retail pack: 4
Supplier nr: 1361	Article name: Saga lystett rullegardin 80x185 cm Offwh
	
0000806581-536620600-00004	

3. Check the barcode

When printing the barcodes for transport labelling you always need to test so that the barcode is readable. We want you to do this so that the printer that you use does not

have a setting that changes the barcode from the original. The barcode that the PDF has from the web portal has the right proportions, but your printer can have a setting that is changing the outlook for the lines in the barcode and therefore makes it not readable.

There are many ways to test the barcode:

- Use a scanner if you have one, this is the best option
- If you have a Iphone or an Android phone download an App for reading barcodes
- Send KID a samples that we can test for you

The barcode will give you this information:

045000123456121314500000400

1 zero before the order number

10 numbers for the order number

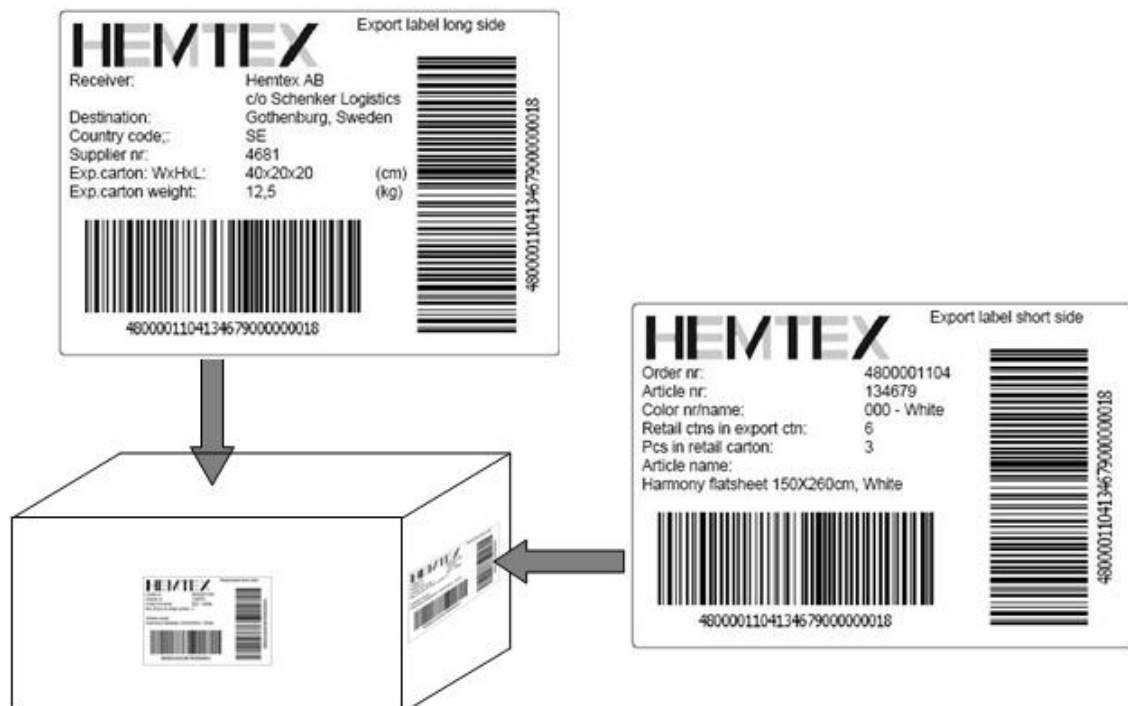
9 numbers for the article and color

6 numbers for the quantity (total pcs in retail pack / export carton)

4. How to mark the cartons

Export carton

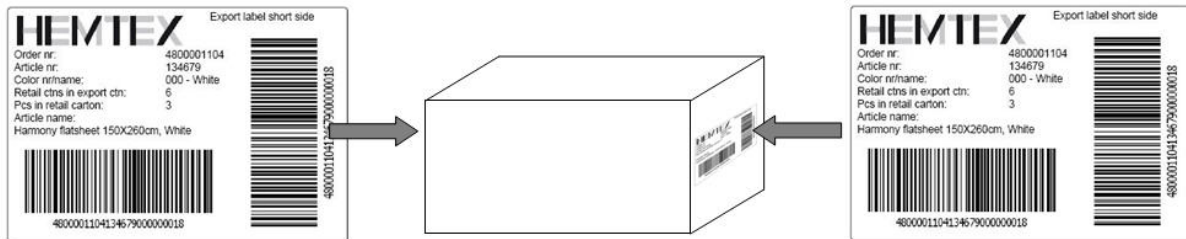
Place label on Export carton on both long side and short side; **four labels** on every export carton, as showed below.



In case of fragile goods the export carton needs to be marked accordingly to avoid damage during transport.

Retail carton and Pre-pack

Place label on Retail pack on both short sides; **two labels** on every retail pack. As showed below.



In case that the retail pack is the same as export carton (number of retail packs in the export carton = 1) the export label should be used.

In case of fragile goods the retail pack or pre-pack needs to be marked accordingly to avoid damage during transport.

5. Paper and glue quality

The paper and glue need to have this quality:

- | | | | |
|-----------------------|-------------|-------------|--|
| • Substance | 70 g/m2 | ISO 536 | |
| • Caliper | 90 | ISO 534 | |
| • Tensile strength MD | 5.2 kN/m | ISO 1924/1 | |
| • Tensile strength CD | 2.2 kN/m | ISO 1924/1 | |
| • Brightness | 98 % | ISO 2470/1 | |
| • Roughness | 5.0 microns | ISO 8791 | |
| • Opacity | 92 % | ISO 2471 | |
| • Stiffness MD | 0,28 nMn | ISO/DP 2493 | |
| • Stiffness CD | 0.10 mNm | ISO/DP 2493 | |

No other paper is allowed.

Size of the paper

Every label has the size of 13,5 x 9 cm.

Standard paper name A4 (210 x 297mm) or Letter (8 ½ x11”) is to be used, the paper need to be divided into four pieces with that size.

