



Model: HW0009

**2D Area-imaging Barcode Scanner
with Display and Charging Cradle**

User Manual

Ver.01.1.01

About This Manual

An asterisk (*) next to an option indicates the default setting.

Scanners are factory programmed for the most common terminal and communication settings.

If settings need to be changed, you can reprogram by scanning the barcodes in this manual.

Note:

For the correct use of the product, please read this manual carefully and do not scan configuration bar codes at random. Otherwise, some settings will be temporarily unavailable.

The scanner's keyboard layout default is a US keyboard.

Please do not hesitate to contact us if you have any questions.

Important Notice:

Please include your Order Number and Product Model Number in the email.

Official Customer Service

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User manuals are available in Spanish, French, Italian and German, and can be downloaded from our website. You may visit our official website via the link below or by scanning the given QR code:

<https://www.tera-digital.com>



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Display Layout



Hold the “Up” button or the “Down” button for 3s to clear the Total counter.
Hold the “Up” and “Down” at the same time to go to the Home Screen

Chapter 1 Wireless Settings

Wireless Factory Default



Reset to Wireless Factory Defaults

Wireless Version



Show Wireless Version

Beeper Volume



High*



Medium



Low



Off

Vibration



On



Off

Battery Level



Show Battery Level

Encoding Format



GBK (MS Notepad, Excel)*



Unicode (MS Word)

Operation Modes

Real Time Mode



Real Time Mode*

Storage Mode



Storage Mode



Upload All
Stored Codes



Upload Total
Records



Clear All
Stored Codes

Power Timeout Timer



1 min



5 mins



10 mins



30 mins



Never



Immediately

Communications & Pairing

USB-COM/Virtual Serial Port



USB-COM

2.4Ghz Wireless Pairing

When connected successfully, the scanner is able to scan barcodes into text fields.

Step 1: Scan the “2.4G Mode” barcode.

Note: The scanner will connect to the previously paired USB receiver in preference.



2.4G Mode

Step 2: Scan the “Pairing” barcode to get the scanner ready for pairing, with the display flashing rapidly.



Pairing

Step 3: Plug in the USB receiver and wait till the scanner emits a beep and the display stops flashing, indicating successful pairing.

Note: A double press on the trigger or not detecting any pairing requests within 1 min will cause the scanner to exit pairing mode.

Bluetooth HID Pairing

Step 1: Scan the “Bluetooth HID” symbol.

Note: The scanner will connect to the previously paired Bluetooth device in preference.



Bluetooth HID

Step 2: Scan the “Pairing” symbol, with the display flashing rapidly.



Pairing

Step 3: Enable Bluetooth on your device and locate a device named “Bar-Code Scanner HID”

Step 4: Tap/Click “BarCode Scanner HID” to pair it with your device.

Step 5: The scanner beeps once and the display stops flashing, indicating successful pairing.

Note: A double trigger press or not detecting any pairing requests within 1 min will cause the scanner to exit pairing mode.

Bluetooth SPP Pairing

This connection mode only works with applications designed for SPP purpose. If you are not familiar with Bluetooth SPP, please use Bluetooth HID.

Step 1: Scan the “Bluetooth SPP” symbol.

To continue pairing the scanner with your device, launch a specifically designed application (can be downloaded from application store).



Bluetooth SPP

Step 2: Locate a device named “BarCode Scanner SPP” in the application.

Step 3: Tap/click “BarCode Scanner SPP” to pair it with your device.

Step 4: The scanner beeps once and the the red SPP text on the status bar turns green, indicating successful pairing.

Bluetooth BLE Pairing

This connection mode only works with applications designed for BLE purpose. If you are not familiar with Bluetooth BLE, please use Bluetooth HID.

Step 1: Scan the “Bluetooth BLE” barcode.

To continue pairing the scanner with your device, launch a specifically designed application (can be downloaded from application store).



Bluetooth BLE

Step 2: Locate a device named “BarCode Scanner BLE” in the application.

Step 3: Tap/click “BarCode Scanner BLE” to pair it with your device.

Step 4: The scanner beeps once and the the red BLE text on the status bar turns green, indicating successful pairing.

Bluetooth Settings

Hold the trigger for 8s to get the scanner ready for Bluetooth HID pairing



Long press to enter
Bluetooth HID Pairing On



Long press to enter
Bluetooth HID Pairing Off

Virtual HID Keyboard Settings

(For iOS Bluetooth HID only)



Show/hide Keyboard



Double press trigger
to show/hide keyboard On



Double press
trigger to show/hide
keyboard Off

Bluetooth HID Transfer Rate

If the transmitted data gets lost or garbled, try to reduce the transfer rate.



Fast



Medium*



Slow



Ultra-slow

Change Bluetooth Name

How to Change Bluetooth Name

Step 1: Scan the “Customize Bluetooth Name” symbol.



Customize Bluetooth Name

Step 2: Scan the barcode that contains characters desired. (Users need to generate a barcode that contains characters desired.)

Note: The default name is BarCode Scanner. The target characters selected will be the new Bluetooth Name when the setting is done.

a) The maximum configuration of Bluetooth Name is 16 characters. If inputted characters are more than 16 characters, the scanner picks up the first 16 characters as the new Bluetooth name.

Keyboard Country Layout

By default, the keyboard layout is a US keyboard. To change this layout, scan the appropriate country code below to program the keyboard for your country or language.



United States



Germany



France



Spain



Italy



Japan



Belgium
(French)



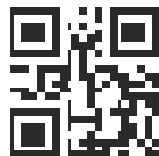
Portugal



United
Kingdom



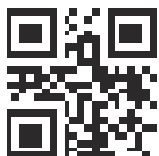
German iOS
Keyboard



Brazil
(Portuguese)



Russia



Czech



Italy 142



Turkey Q



Turkey F



Sweden/
Finland



Mexico
(Spanish)



Denmark



Norway
(Written)



Croatia/Serbia



Switzerland
(German)



Switzerland
(French)



Dutch
(Netherlands)



Hungary



Poland



Canada
(French)



Argentina
(Latin)



Slovakia



International
keyboard

Keyboard Conversion



Conversion Off *



Convert All
Characters
to Upper Case



Convert All
Characters
to Lower Case



Invert Case of
All Characters

Replace Group Separators

Step 1: Scan the “Replacement On” barcode below.



Replacement On

Step 2: Refer to the “Appendix ASCII Chart” and scan the appropriate barcode.

For example:

Replace GS character with a printable character |

Step 1: Scan the “Replacement On” barcode.

Step 2: Locate the character | in the ASCII chart and scan the rightmost barcode in the same row.

Don't Transmit Group Separators

When this option is selected, the scanner will ignore GS characters in the barcodes to be read.



Don't Transmit

Prefix/Suffix Selections

The maximum size of a prefix/suffix configuration is 16 characters.

Add a prefix

Step 1: Scan the “Add Prefix” barcode.



Add Prefix

Step 2: Refer to the ASCII chart, locate and scan the barcodes representing desired characters.

For example, add 3 numbers, 7, 8, 9, at the beginning of a barcode ABC123, and get the reading of 789ABC123.

Step 1: Scan the “Add Prefix” barcode.

Step 2: Locate the barcodes representing 7, 8, 9, respectively in the appendix chart and scan the three barcodes in the order in which you want them to output.

Clear Prefixes

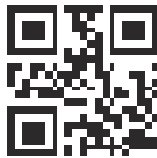
Step 1: Scan the “Add Prefix” symbol.

Step 2: Scan the “Exit Configuration Mode” symbol in the Appendix

Note: Resetting to wireless factory defaults will remove prefixes and suffixes as well.

Add a suffix

Step 1: Scan the “Add Suffix” barcode.



Add Suffix

Step 2: Refer to the ASCII chart, locate and scan the barcodes representing desired characters.

For example, add 3 characters, X, Y, Z, at the end of a barcode ABC123, and get the reading of ABC123XYZ.

Step 1: Scan the “Add Suffix” barcode.

Step 2: Locate the barcodes representing X, Y, Z, respectively in the appendix chart and scan the three barcodes in the order in which you want them to output.

Clear Suffixes

Step 1: Scan the “Add Suffix” symbol.

Step 2: Scan the “Exit Configuration Mode” symbol in the Appendix

Note: Resetting to wireless factory defaults will remove prefixes and suffixes as well.

Removal of Characters

The maximum size of this configuration is 16 characters.

Step 1: Scan either the “Remove characters from the start” or the “ Remove characters from the end” barcode.



Remove characters from the start



Remove characters from the end

Step 2: Scan the appropriate digit code from the “Appendix – ASCII Chart” depending on your needs.

(For more digit codes, refer to the first 16 codes of the ASCII Character Chart)



1 digit



2 digits



3 digits



4 digits

Don’t Remove Characters

Step 1: Scan either the “Remove characters from the start” or the “Remove characters from the end” barcode.

Step 2: Scan the “Exit Configuration Mode” from the Appendix – Enter/Exit Configuration Mode.

Resetting to wireless factory defaults will remove these settings as well.

Terminators



Add Carriage
Return<CR>
(0x0D)*



Add Line
Feed<LF>
(0x0A)



Add <CR> &
<LF>
(0x0D,0x0A)



Add Horizontal
Tab<HT>
(0x09)



None

Timestamp

If you want to record the time and date for every scan, scan either Time & Date Prefix or Time & Date Suffix. If the time and date stamp doesn't match your computer's, contact Tera customer service for Time Sync Tool.



Show Current
Time



Timestamp
Prefix



Timestamp
Suffix



Clear Timestamp

Escape Character Sets

This feature is designed to be used in conjunction with the prefix and suffix function. If you need to add control characters (1-31 characters in the ASCII chart) as prefix and/or suffix, you should select an escape character set first. With different character sets, the added characters may vary. By default, the scanner uses escape character set 0. If you simply need to add a printable character (32-127 characters in the ASCII chart) as prefix and/or suffix, just scan the "Add Prefix" or "Add Suffix", and then scan the barcode representing the character needed from the ASCII chart.



Escape
Character
Set 0*



Escape
Character
Set 1



Escape
Character
Set 2



Escape
Character
Set 3



Escape
Character
Set 4

Appendix–Enter/Exit Configuration Mode



Enter Configuration
Mode



Exit Configuration
Mode

Appendix – Control Character Chart

HEX	DEC	ASCII	Set 0	Set 1	Set 2	Set 3	Set 4
01	01	SOH	NULL	Home	Ctrl+A	Alt+001	Numpad Enter
02	02	STX	Ctrl+B	End	Ctrl+B	Alt+002	Cap Lock
03	03	ETX	Ctrl+C	Up Arrow	Ctrl+C	Alt+003	Right Arrow
04	04	EOT	Custom 1*	Down Arrow	Ctrl+D	Alt+004	Up Arrow
05	05	ENQ	Custom 2*	Left Arrow	Ctrl+E	Alt+005	NULL
06	06	ACK	Custom 3*	Right Arrow	Ctrl+F	Alt+006	NULL
07	07	BEL	Custom 4*	Shift+Tab	Ctrl+G	Alt+007	Enter
08	08	BS	Back Space	Back Space	Back Space	Alt+008	Left Arrow
09	09	HT	Tab	Tab	Tab	Alt+009	Tab
0A	10	LF	Enter	Enter	Ctrl+J	Alt+010	Down Arrow
0B	11	VT	NULL	NULL	Ctrl+K	Alt+011	Tab
0C	12	FF	NULL	NULL	Ctrl+L	Alt+012	delete
0D	13	CR	Enter	Enter	Enter	Alt+013	Enter
0E	14	S0	F1	Page Up	Ctrl+N	Alt+014	Insert
0F	15	S1	F2	Page Down	Ctrl+O	Alt+015	Esc
10	16	DLE	F3	F11	Ctrl+P	Alt+016	F11
11	17	DC1	F4	NULL	Ctrl+Q	Ctrl+Q	Home
12	18	DC2	F5	NULL	Ctrl+R	Alt+018	Print Screen
13	19	DC3	F6	NULL	Ctrl+S	Alt+019	Back Space
14	20	DC4	F7	NULL	Ctrl+T	Alt+020	Shift tab
15	21	NAK	F8	F12	Ctrl+U	Alt+021	F12
16	22	SYN	F9	F1	Ctrl+V	Alt+022	F1
17	23	TB	F10	F2	Ctrl+W	Alt+023	F2
18	24	CAN	F11	F3	Ctrl+X	Alt+024	F3
19	25	EM	F12	F4	Ctrl+Y	Alt+025	F4
1A	26	SUB	NULL	F5	Ctrl+Z	Alt+026	F5
1B	27	Esc	Esc	F6	Ctrl+[	Alt+027	F6
1C	28	FS	ALT+028	F7	Ctrl+\	Alt+028	F7

1D	29	GS	ALT+029	F8	Ctrl+]	Alt+029	F8
1E	30	RS	NULL	F9	Ctrl+^	Alt+030	F9
1F	31	US	NULL	F10	Ctrl+_	Alt+031	F10

Appendix –ASCII Character Chart

HEX	ASCII(DEC)	Char	Symbol
01	01	SOH	
02	02	STX	
03	03	ETX	
04	04	EOT	
05	05	ENQ	
06	06	ACK	
07	07	BEL	

08	08	BS	
09	09	HT	
0A	10	LF	
0B	11	VT	
0C	12	FF	
0D	13	CR	
0E	14	S0	
0F	15	S1	
10	16	DLE	

11	17	DC1	
12	18	DC2	
13	19	DC3	
14	20	DC4	
15	21	NAK	
16	22	SYN	
17	23	TB	
18	24	CAN	
19	25	EM	

1A	26	SUB	
1B	27	Esc	
1C	28	FS	
1D	29	GS	
1E	30	RS	
1F	31	US	
20	32	SP	
21	33	!	
22	34	"	

23	35	#	
24	36	\$	
25	37	%	
26	38	&	
27	39	`	
28	40	(	
29	41	)	
2A	42	*	
2B	43	+	

2C	44	,	
2D	45	-	
2E	46	.	
2F	47	/	
30	48	0	
31	49	1	
32	50	2	
33	51	3	
34	52	4	

35	53	5	
36	54	6	
37	55	7	
38	56	8	
39	57	9	
3A	58	:	
3B	59	;	
3C	60	<	
3D	61	=	

3E	62	>	
3F	63	?	
40	64	@	
41	65	A	
42	66	B	
43	67	C	
44	68	D	
45	69	E	
46	70	F	

47	71	G	
48	72	H	
49	73	I	
4A	74	J	
4B	75	K	
4C	76	L	
4D	77	M	
4E	78	N	
4F	79	O	

50	80	P	
51	81	Q	
52	82	R	
53	83	S	
54	84	T	
55	85	U	
56	86	V	
57	87	W	
58	88	X	

59	89	Y	
5A	90	Z	
5B	91	[	
5C	92	\	
5D	93	]	
5E	94	^	
5F	95	_	
60	96	'	
61	97	a	

62	98	b	
63	99	c	
64	100	d	
65	101	e	
66	102	f	
67	103	g	
68	104	h	
69	105	i	
6A	106	j	

6B	107	k	
6C	108	l	
6D	109	m	
6E	110	n	
6F	111	o	
70	112	p	
71	113	q	
72	114	r	
73	115	s	

74	116	t	
75	117	u	
76	118	v	
77	119	w	
78	120	x	
79	121	y	
7A	122	z	
7B	123	{	
7C	124		

7D	125	}	
7E	126	~	
7F	127	DEL	
C7	199	Ç	
E7	231	ç	

How to enable the scanner to input special characters

1. Scan the following three configuration codes from left to right.



2. Scan the appropriate keyboard layout code from the Keyboard Country Layout section (page 7).

Chapter 2 General Settings

Factory Default



Reset to Factory Defaults

Check Firmware Version



Show Firmware Version

Illumination Lights

The white illumination lights are designed to improve scanner performance in dim ambient condition.



Lights On *



Lights Off

Chapter 3 Scan Modes

Manual Trigger Mode

A scan mode for reading barcodes by pulling the trigger.



Manual Trigger Mode*

Continuous Scan Mode

A scan mode that continuously keeps scanning barcodes.



Continuous Scan Mode

Sensor-activated Mode

For sensor-activated mode, when the scanner is idle it has no illumination, and uses predominantly ambient light to detect if an object is moving in front of the scanner. The scanner is expected to reside in a fixed position. Whenever it detects activity in the field of view it will turn on the illumination and attempt to read a barcode. After reading the barcode the illumination will be default remain on for defined period, before it returns to idle state again.



Sensor-activated Mode

Chapter 4 Symbologies

Description

If you want to decode all the symbologies allowable for your scanner, scan the All Symbologies On code. If on the other hand, you want to decode only a particular symbology, scan All Symbologies Off followed by the On symbol for that particular symbology.

Note: Scanner performance may reduce by scanning All Symbologies On. Only scan All Symbologies On when needed.

Overall Settings



All Symbologies On



All Symbologies Off



All 1D Symbologies On



All 1D Symbologies Off



All 2D Symbologies On



All 2D Symbologies Off

UPC-A



On*



Off

UPC-A Check Digit

This selection allows you to specify whether the check digit should be transmitted at the end of the scanned data or not.



On*



Off

UPC-A Addenda

This selection adds 2 or 5 digits to the end of all scanned UPC-A data.



2-digit Addenda On



2-digit Addenda Off*



5-digit Addenda On



5-digit Addenda Off*

UPC-A Addenda Required

When Required is scanned, the scanner will only read UPC-A barcodes with addenda. You must then turn on a 2 or 5 digit addenda listed above.



Required



Not Required*

UPC-A Addenda Separator

When this feature is on, there is a space between the data from the bar code and the data from the addenda. When turned off, there is no space.



On*



Off

UPC-A Number System

The numeric system digit of a U.P.C symbol is normally transmitted at the beginning of the scanned data, but the unit can be programmed so it will not transmit it.



On*



Off

UPC-A converted to EAN-13

When On is selected, UPC-A barcodes are converted to 13-digit EAN-13 codes by adding a zero to the front. When Off is scanned, UPC-A codes are read as UPC-A.



On



Off*

UPC-E0



On*



Off

UPC-E1



On



Off*

UPC-E Check Digit

This selection allows you to specify whether the check digit should be transmitted at the end of the scanned data or not.



On*



Off

UPC-E Addenda

This selection adds 2 or 5 digits to the end of all scanned UPC-A data.



2-digit Addenda On



2-digit Addenda Off*



5-digit Addenda On



5-digit Addenda Off*

UPC-E Addenda Required

When Required is scanned, the scanner will only read UPC-E barcodes with addenda. You must then turn on a 2 or 5 digit addenda listed above.



Required



Not Required*

UPC-E Addenda Separator

When this feature is on, there is a space between the data from the bar code and the data from the addenda. When turned off, there is no space.



On*



Off

UPC-E0 Leading Zero

This feature allows the transmission of a leading zero at the beginning of scanned data. To prevent transmission, scan Off.



On*



Off

UPC-E0 Expand

UPC-E0 Expand expands the UPC-E code to the 12-digit, UPC-A format.



On



Off*

EAN-8

EAN-8 On/Off



On*



Off

EAN-8 Check Digit



Transmit Check Digit*



Don't Transmit Check Digit

EAN-8 Addenda



2-digit Addenda On



2-digit Addenda Off*



5-digit Addenda On



5-digit Addenda Off*

EAN-8 Addenda Required



Required



Not Required*

EAN-8 Addenda Separator

When this feature is on, there is a space between the data from the bar code and the data from the addenda. When turned off, there is no space.



On*



Off

EAN-8 Converted to EAN-13

This selection expands EAN-8 to the 13-digit, EAN-13 format.



On



Off*

EAN-13

EAN-13 On/Off



On*



Off

EAN-13 Check Digit



Transmit Check Digit*



Don't Transmit Check Digit

EAN-13 Addenda



2-digit Addenda On



2-digit Addenda Off*



5-digit Addenda On



5-digit Addenda Off*

EAN-13 Addenda Required



Required



Not Required*

EAN-13 Addenda Separator

When this feature is on, there is a space between the data from the bar code and the data from the addenda. When turned off, there is no space.



On*



Off

ISBN Translate

When On is scanned, EAN-13 symbols are translated into their equivalent ISBN number format.



On



Off*

ISBN Check Digit



Transmit Check Digit



Don't Transmit
Check Digit*

ISSN Translate



On



Off*

ISSN On/Off



On



Off*

ISSN Check Digit



Transmit Check Digit



Don't Transmit
Check Digit*

Code 128



On*



Off

GS1-128(UCC/EAN 128)



On*



Off

Code 39

Code 39 On/Off



On*



Off

Code 39 Check Character

No Check Character indicates that the scanner reads and transmits barcode with or without a check character. When Check Character is set to Validate and Transmit, the scanner will only read barcodes with a check character, and will transmit this character at the end of the scanned data.



Mod 43, Validate



No Check Character*



Transmit Check Digit



Don't Transmit
Check Digit*

Code 39 Start/Stop Characters

Start/Stop characters identify the leading and trailing ends of the barcode. You may either transmit, or not transmit Start/Stop characters.



Transmit



Don't Transmit*

Code 39 Full ASCII

If Full ASCII Code 39 decoding is enabled, certain character pairs within the barcode symbol will be interpreted as a single character.



Full ASCII On



Full ASCII Off*

Code 32 Pharmaceutical (PARAF)

Code 32 Pharmaceutical On/Off

Code 32 Pharmaceutical is a form of the Code 39 symbology used by Italian pharmacies. This symbology is also known as PARAF.



On



Off*

Check Digit



Transmit Check Digit*



Don't Transmit
Check Digit

Add Prefix A to Code 32



On



Off*

Code 32 Not Good Read



On*



Off

Note: Being a variant of Code 39, Code 32 may be recognized as Code 39 when Code 32 is disabled and Code 39 is enabled. In this case, the output may be incorrect. If you turn on Code 32 Not Good Read, the scanner will still input the data even if it is wrong; if you disable the feature, the scanner will not scan Code 32 barcodes as well as Code 39 barcodes.

Code 93



On*



Off

Code 11

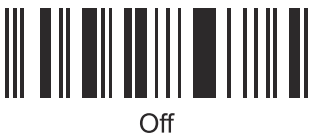
Code 11 On/Off



Code 11 Check Digits

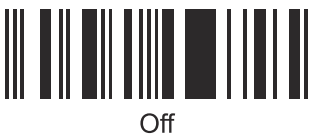


Transmit Check Digit



Codabar (NW-7)

Codabar On/Off



Codabar Check Character



Transmit Check Digit



Codabar Start/Stop Characters

Start/Stop characters identify the leading and trailing ends of the barcode. You may either transmit, or not transmit Start/Stop characters.



On



Off*

Interleaved 2 of 5

Interleaved 2 of 5 On/Off



On*



Off

Interleaved 2 of 5 Check Character

No Check Character indicates that the scanner reads and transmits barcode with or without a check character. When Check Character is set to Validate and Transmit, the scanner will only read barcodes with a check character, and will transmit this character at the end of the scanned data.



No Check Character*



Mod 10, Validate



Transmit Check Digit



Don't Transmit
Check Digit*

Matrix 2 of 5

Matrix 2 of 5 On/Off



On*



Off

Matrix 2 of 5 Check Character



Industrial 2 of 5



Standard 2 of 5(IATA 2 of 5)



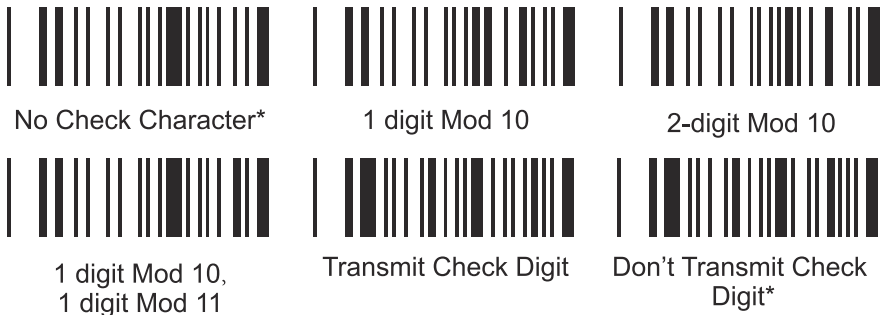
MSI Plessey

MSI Plessey On/Off



MSI Plessey Check Character

No Check Character indicates that the scanner reads and transmits barcode with or without a check character. When Check Character is set to Validate and Transmit, the scanner will only read barcodes with a check character, and will transmit this character at the end of the scanned data.



Telepen

Telepen On/Off



On



Off*

Telepen Output



Numeric



Alphanumeric*

Febraban

Febraban On/Off (ITF25)



On



Off*

Febraban On/Off (Code 128)



On



Off*

Check Character

No Check Character indicates that the scanner reads and transmits barcode with or without a check character. When Check Character is set to Validate and Transmit, the scanner will only read barcodes with a check character, and will transmit this character at the end of the scanned data.



Validate, and Transmit



No Check Character*

GS1 DataBar 14 (RSS-14)



On*



Off

Note: GS1 DataBar 14 is also known as GS1 Databar Omnidirectional, RSS-14

GS1 DataBar Limited (RSS-Limited)



Note: GS1 DataBar Limited is also known RSS-Limited

GS1 DataBar Expanded (RSS-Expanded)



Note: GS1 DataBar Expanded is also known as RSS-Expanded

QR Code

QR Code On/Off



QR Code - Inverse



URL QR Code



Data Matrix

Data Matrix On/Off



On*



Off

Data Matrix - Rectangular



On



Off*

Data Matrix - Inverse



Regular Only*



Both Regular and Inverse

PDF 417



On*



Off

MicroPDF417



On



Off*

MaxiCode



On



Off*

Aztec Code

Aztec Code On/Off



On



Off*

Aztec Code - Inverse



Regular Only*



Both Regular and Inverse

GS1 Composite Code



On



Off*