Tera

Model: HW0009

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

User Manual

Ver.01.1.02

Updated & Multilingual User Manual online:
https://www.tera-digital.com

Please do not hesitate to contact us if your have questions.

Official Customer Service
Email Address: info@tera-digital.com
Phone Number: +1(626)438-1404

Note:
When contacting the Tera support, please have
the following information available:
Serial number of the unit (found on manufacturing label)
Model number or product name (found on manufacturing label)

Follow us:
Instagram: tera_digital
Youtube: Tera Digital
Twitter: Tera Digital
Facebook: Tera

User manuals are available in Spanish, French, Italian, and German and can be downloaded from our website. You can visit our official website via the link below or by scanning the provided QR code:
https://www.tera-digital.com

Charging Instructions

Please Read Before Charging

Power Requirements:
This scanner requires a 5V/1A USB port for charging. It's essential to use a power source that delivers a stable 5V/1A output. Using a power source with a higher voltage or amperage could damage the device and void the warranty.

USB Charging:

- The scanner can be charged via a 5V/1A USB port found on various devices, including computers, laptops, and USB wall adapters.
- Ensure the USB port you use provides a stable output of 5V/1A.
- Avoid connecting to USB ports that do not meet these specifications, as this may lead to slow or insufficient charging or even damage to the device.

Charging Safety:

- Do not modify or tamper with the USB cable or charging port.
- Ensure the USB cable is securely plugged into the USB port for a proper connection.
- If using a USB wall adapter, choose a reputable brand that meets the required 5V/1A output.
- Keep the charging area well-ventilated and free of flammable materials.
- Unplug the USB cable from the power source when not in use.

Failure to follow these guidelines may damage your device and void the warranty. Our company is not liable for any damages resulting from the use of incompatible power sources.

Connect the Device

Connect with USB cable

1. Connect the cable to the Device first, then to the computer

Connect with Charging Cradle

1. Press the button to power up the scanner
2. Plug the charging cradle into a working USB port on the computer
(If the scanner emits five beeps after scanning a barcode and nothing appears on the computer screen, please connect the scanner to the computer using the USB cable and leave it charging for 2 hours. If the scanner emits three beeps after scanning a barcode and nothing appears on the computer screen, please follow the instructions in the "Pair the scanner with its cradle" section to re-establish the connection between the scanner and the cradle.)

Your computer's operating system will automatically install the driver when the scanner is connected to your computer with either the USB cable or the cradle. You can verify this by checking if the scanner appears under "Keyboard" in the "Device Manager" as a keyboard icon. The device is plug-and-play and can be tested immediately in any text document application (e.g., Notepad, Microsoft Word, Excel).

Contents

Display Layout

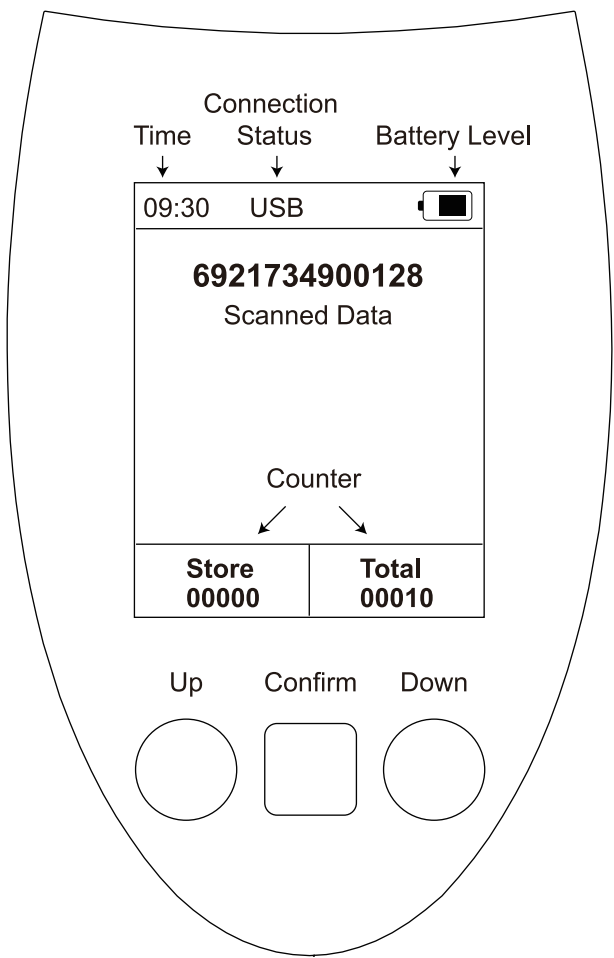Connection
Time   Status   Battery Level

| 09:30 | USB | 🔋 |

6921734900128
Scanned Data

Counter

| **Store** **00000** | **Total** **00010** |

Up   Confirm   Down

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

Factory Default Settings

If you aren't sure what programming options are in your scanner, or you have changed some options and want to restore the scanner to factory default settings, scan the barcode below.

Restore Defaults

Software Version

Scan the bar code below to output the current software version of the scanner.

Show Software Version

Beeper Volume

The beeper volume codes modify the volume of the beep the scanner emits on a good read. Default = High.

High*

Medium

Low

Mute

Battery Level

To check the remaining battery level, please scan the following barcode. Ensure your cursor is in a text box when scanning.

Show Battery Level

Vibration

The scanner vibrates once when a barcode is successfully read. If you don't want the scanner to vibrate, please scan the Vibration Off barcode.

Vibration On

Vibration Off

Power Timeout Timer (Sleep Timer)

When there is no activity within a specified time period, the scanner turns off. Scan the appropriate scanner power time-out barcode to change the timeout duration (in seconds).
Note: If there are no trigger pulls during the timer interval, the scanner turns off. Whenever the trigger is pressed, the timer is reset.

30s

60s

120s

300s

600s

1800s

Never Turn Off

Turn Off Immediately

Keyboard Country Layout

Your keyboard layout default is a US keyboard. To change this layout, scan the appropriate Keyboard Country barcode below.
(Please note that if the keyboard layout on your scanner doesn't match your computer's, the outputs may be incorrect.)

United States*

Germany

France

Spain

Italy

United Kingdom

Operation Modes

Real Time Mode

By default, the barcode scanner is in real time mode and it transmits scanned data into the host device immediately.

Real Time Mode*

Storage Mode

Storage mode is used to store barcode data when a scanner is out of range of its receiver or when performing inventory. The data is stored in the memory so it won't get lost when the barcode scanner is turned off. When the scanner's buffer space is full, any barcodes scanned generate an error tone. In order to clear the scanner's buffer, you must scan Clear All Stored Codes.

Storage Mode

3

Upload All Stored Codes

In storage mode, the scanner does not transmit data to the host device, even when it is back in range. To transmit the stored data, you need to scan the following code.

Upload All Stored Codes

Total Records

If you wish to output the total number of barcodes scanned when in storage mode, scan Total Records.

Total Records

Clear All Stored Codes

If you want to clear the scanner's buffer of all data accumulated in storage mode, scan Clear All Stored Codes.

Clear All Stored Codes

Pairing the Scanner with its Charging Cradle

If the scanner doesn't connect to the charging cradle automatically, please follow these steps to re-establish the connection.
Step 1: Unplug the charging cralde (If the cradle is not plugged in, please disregard this step)
Step 2: Scan the "2.4GHz Mode" barcode
Step 3: Scan the "Pairing" barcode
Step 4: Plug the charging cradle in to a working USB port on your computer

2.4GHz Mode

Pairing

Pairing the Scanner with Bluetooth Devices

The scanner can be paired with Bluetooth devices such as personal computers, laptops, and tablets.
Step 1: Scan the "Bluetooth HID" barcode and the "Pairing" barcode below to establish one-way communication with the scanner.

Bluetooth HID Mode   Pairing

Step 2: Set your personal computer, laptop, or tablet so it searches for other Bluetooth devices.
Step 3: Once your personal computer, laptop, or tablet has located the scanner, select the scanner name. They will automatically pair with the scanner.

USB-COM/Virtual Serial Port

Scan the following code to program the scanner to emulate a regular RS232-based COM Port. No extra configuration is necessary. No driver is required. To exit USB-COM mode, please scan the 2.4GHz Mode barcode to enable the scanner to emulate a keyboard.

USB-COM Mode

Case Conversion

Alphabetic keyboard characters can be forced to be all upper case or all lowercase. So if you have the following barcode: "AZErty", you can make the output "AZERTY" by scanning Convert All Characters to Upper Case, or to "azerty" by Convert All Characters to Lower Case.

Conversion Off*   Convert All Characters to Upper Case

Convert All Characters to Lower Case

Termination Suffixes - Enter, Tab

By default, the scanner adds a carriage return suffix to all symbologies. If you don't want the scanner to "press" the Enter key after every scan, please scan the "None" barcode below to remove the default termination suffix. If you need the scanner to "press" the Tab key after every scan, please scan the "Horizontal Tab" barcode below.

Carriage Return*

Horizontal Tab

None (Clear Termination Suffixes)

Timestamp

If you want to record the time and date for every scan, scan either Time & Date Prefix or Time & Date Suffix.

Show Current Time & Date

Time & Date Prefix

Time & Date Suffix

Clear Timestamp

Removal of Characters

If you need to remove leading and/or trailing characters from scanned bar codes, please follow these steps:
1. Scan the "Remove characters from the start" barcode or the "Remove characters from the end" barcode

Remove characters from the start

Remove characters from the end

2. Scan the appropriate code from the digit codes below :
(Example: If a barcode reads "ABC123" and you want to extract "BC1," you should first scan the "Remove characters from the start" barcode, followed by the "1 digit" barcode. Then, scan the "Remove characters from the end" barcode, followed by the "2 digits" barcode.)

‖‖‖ ‖‖ ‖‖‖ ‖ ‖‖‖ ‖‖ ‖‖‖ ‖‖ 1 digit	‖‖ ‖‖‖ ‖‖‖ ‖ ‖‖‖ ‖‖‖ ‖ ‖‖‖ 2 digits
‖‖ ‖‖‖ ‖‖‖ ‖ ‖‖‖ ‖‖‖ ‖ ‖‖‖ 3 digits	‖‖ ‖‖‖ ‖‖‖ ‖ ‖‖‖ ‖‖‖ ‖ ‖‖‖ 4 digits
‖‖ ‖‖‖ ‖‖‖ ‖ ‖‖‖ ‖‖ ‖ ‖‖‖ 5 digits	‖‖ ‖‖‖ ‖‖‖ ‖ ‖‖‖ ‖ ‖ ‖ ‖‖‖ 6 digits
‖‖ ‖‖‖ ‖‖‖ ‖ ‖‖‖ ‖‖ ‖‖‖ ‖‖‖ 7 digits	‖‖ ‖‖‖ ‖‖‖ ‖ ‖‖‖ ‖‖‖ ‖‖ ‖‖‖ 8 digits
‖‖ ‖‖‖ ‖‖‖ ‖ ‖‖‖ ‖‖ ‖‖‖ ‖ ‖‖‖ 9 digits	‖‖ ‖‖‖ ‖‖‖ ‖ ‖‖ ‖‖‖ ‖ ‖‖‖ ‖‖‖ 10 digits
‖‖ ‖‖‖ ‖‖‖ ‖ ‖‖‖ ‖‖ ‖ ‖‖‖ ‖‖‖ 11 digits	‖‖ ‖‖‖ ‖‖‖ ‖ ‖‖ ‖‖‖ ‖ ‖‖‖ ‖‖ ‖‖‖ 12 digits
‖‖ ‖‖‖ ‖‖‖ ‖ ‖‖‖ ‖‖ ‖‖ ‖ ‖‖‖ 13 digits	‖‖ ‖‖‖ ‖‖‖ ‖ ‖‖‖ ‖‖ ‖‖ ‖ ‖‖‖ ‖‖‖ 14 digits
‖‖ ‖‖‖ ‖‖‖ ‖ ‖‖‖ ‖‖ ‖ ‖‖‖ ‖‖‖ 15 digits	‖‖ ‖‖‖ ‖‖‖ ‖ ‖‖‖ ‖‖‖ ‖‖ ‖ ‖‖‖ ‖‖‖ 16 digits

Scan Modes

Manual Trigger Mode

A scan mode for reading barcodes by pulling the trigger. When in manual trigger mode, the scanner scans until a bar code is read, or until the trigger is released.

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

Note: Both Continuous Scan Mode and Sensor-activated Mode are referred to as "Hands free Modes. If the scanner's trigger is pulled when using a hands free mode, the scanner changes to manual trigger mode. Once the time-out value is reached(if there have been no further trigger pulls), the scanner reverts to the previous hands free mode.