Setting up new labels with Database links
in Ticket 2000

Step ONE: Confirm name of database to be used and that it exists. If not you need to create the database in Excel and then save as a .xls (97-2003)

Step TWO: Select an existing label format to modify and save as new label name.

Step THREE: Change Macro (in the new label) to suit new database. Right click off the label and select properties.
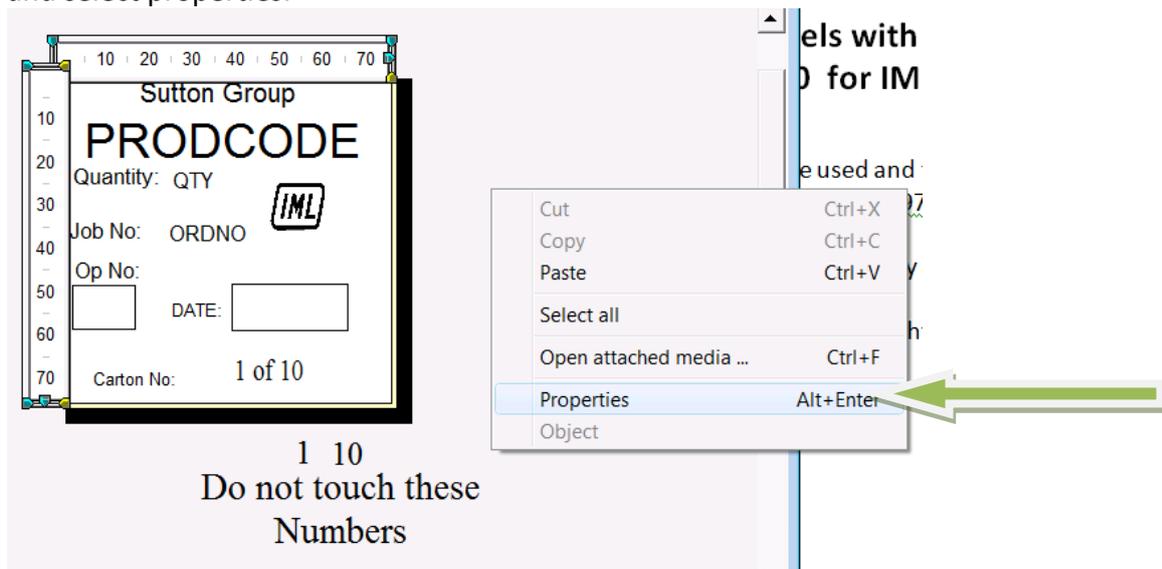
Select Macro Tab and click edit Macro.
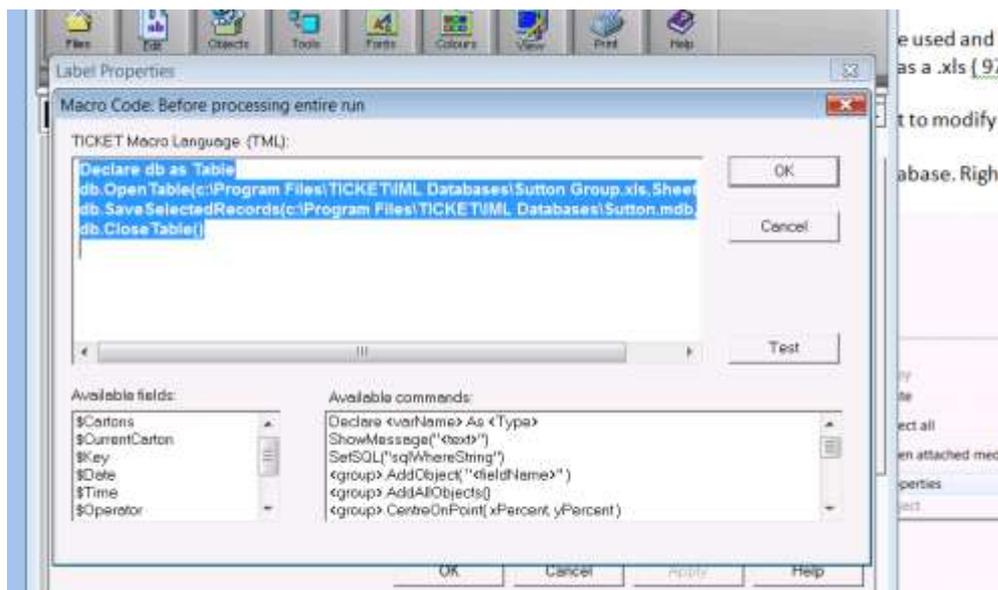
Change Macro as below. <mark>Highlighted in Blue</mark> to suit new database name and sheet name that you are using.
Declare db as Table
db.OpenTable<mark>(S:\TICKET 2000\Databases \Sutton Group.xls,Sheet1$</mark>)
db.SaveSelectedRecords(<mark>S: TICKET 2000\ Databases\Sutton.mdb,Sutton</mark>)
db.CloseTable()

MAKE SURE NO OTHER CHANGES ARE MADE TO THE MACRO OR THE MACRO WILL NO LONGER WORK.

Step FOUR: Click OK and then save Label.

Repeat Step Three above but instead of modifying Macro press **Test**
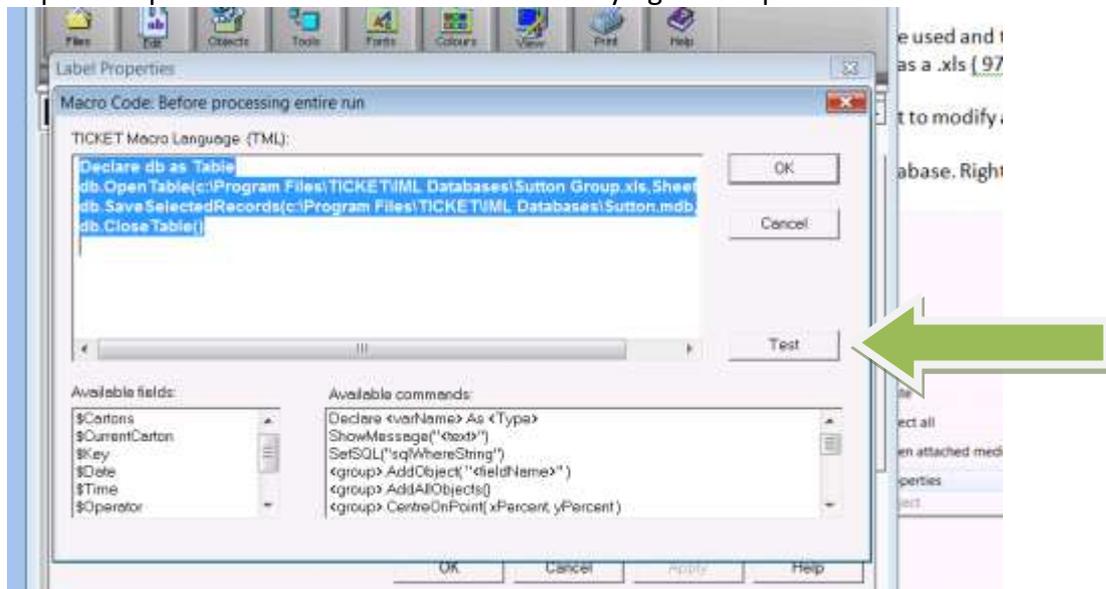
If the Database list appears as below then the macro is working.
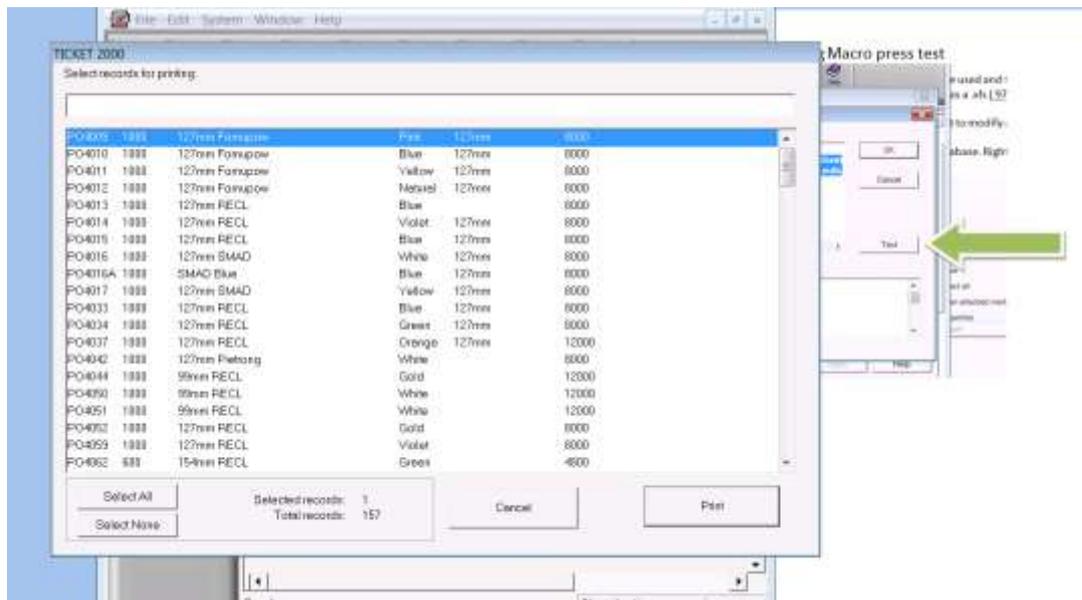
Step FIVE. Return to label and double click on the field to be redirected to new database.

Select Database tab and change database selection as required below.
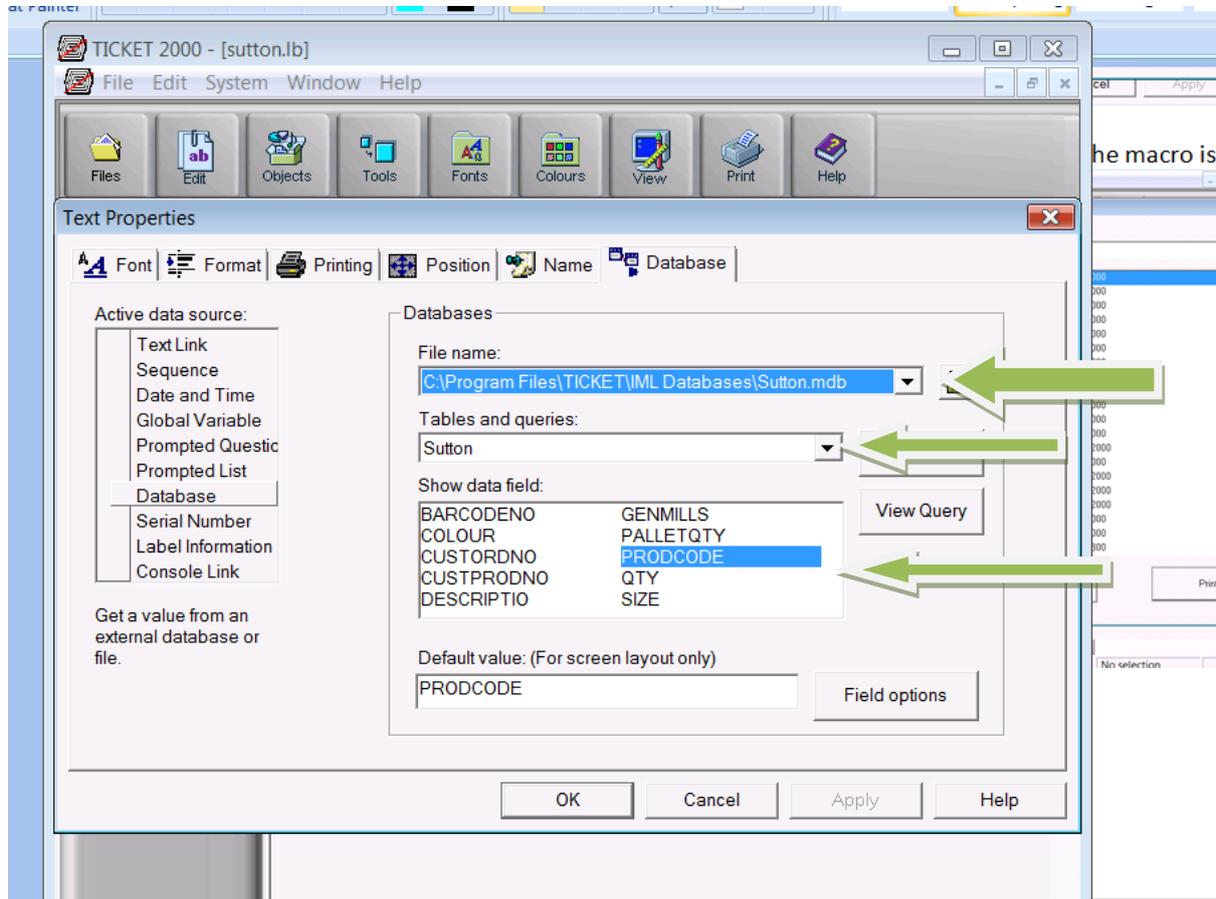
Once complete on all fields SAVE label and test via Print preview.