



iLabPOS – Label Printing

Version 1.0

November, 2017

1. How To

Barcode Labels can be printed directly from iLabPOS. This manual covers label printing using the DYMO Label Writer. However if you are using a different label printer, it should also help you with setting up your label printer with iLabPOS.

Your first step is to choose the Label Size. Dymo offer various different label sizes, the most common being the following:

11352 - 25mm x 54mm

11353 - 25mm x 13mm

11354 - 32mm x 57mm

11355 - 19mm x 51mm

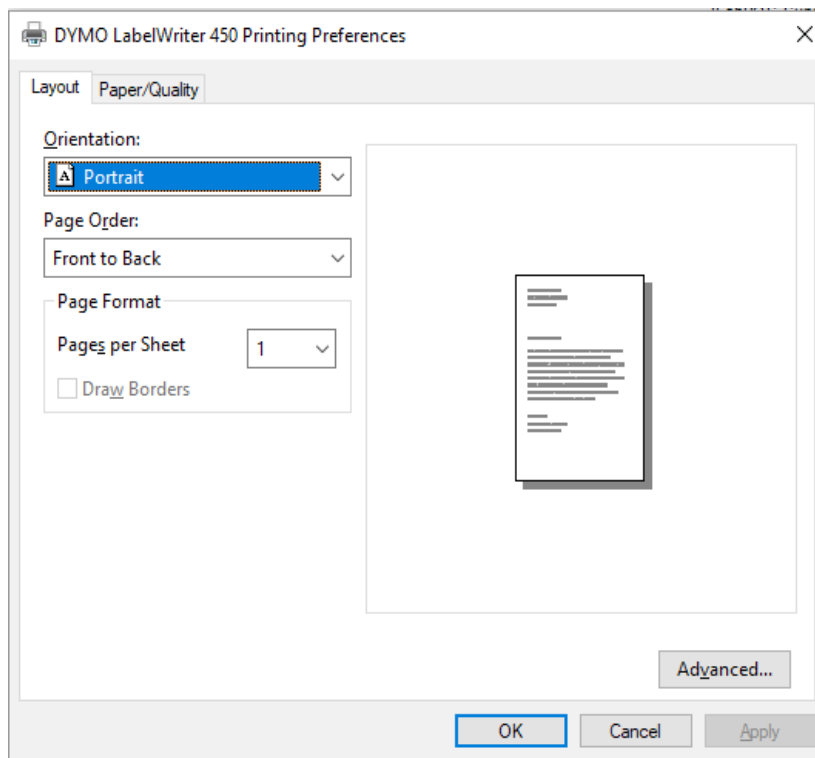
You may notice that each DYMO label size has a unique code. Use this code to order new labels, and also to setup printing to your chosen sizes.

Connect your DYMO Label Printer to your PC and install the software and drivers from the CD provided in the Label Printer. Your next step is to configure the label size from "Devices and Printers" in Windows.

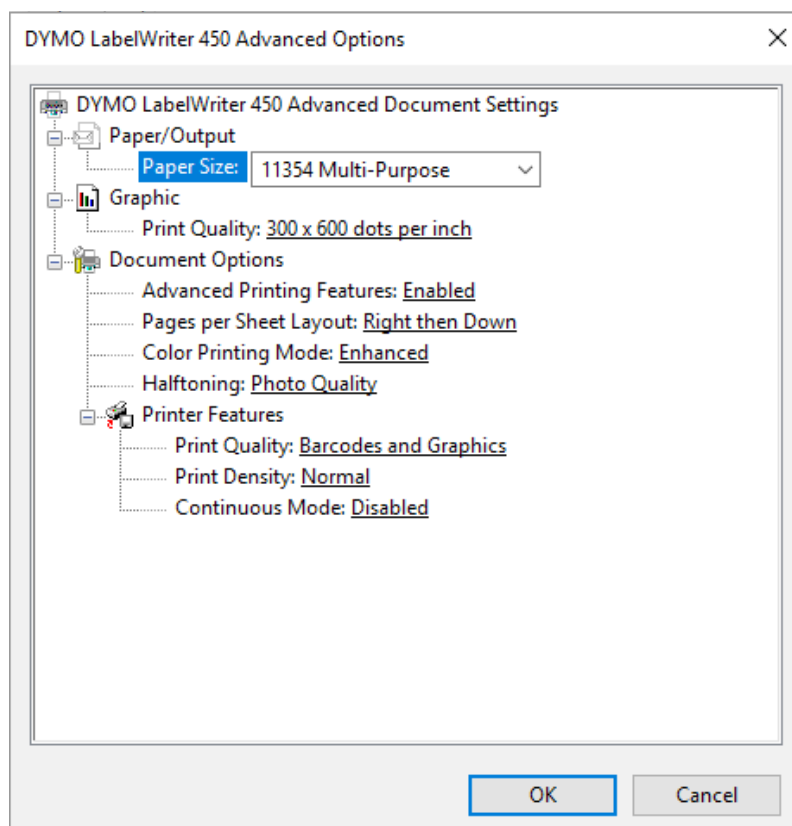
With your DYMO Label Printer switched on, open the "Devices and Printers" Control Panel in Windows and locate the DYMO Label Writer.

(In older versions of Windows, if you type "Devices and Printers" after pressing the Windows Key, you can access the panel directly. In Windows 10 type "Printers", click on "Printers and Scanners", and then click on "Devices and Printers")

Now right click on the "DYMO LabelWriter" Icon, and click on "Printer Preferences".



Now click on "Advanced".



Under "Paper Size", choose the Label Size which you have chosen and setup already in your Label Printer. Also, under "Print Quality", choose "Barcode and Graphics". Click "OK" and "OK" again to close the Printer Preferences Window.

If you have a different printer from the DYMO Label Writer, you need to set the Label Size somewhere in your printer driver. This is similar to setting the Paper Size in an A4 printer. The Label Printer Windows Driver needs to know what label size you are using.

Now from iLabPOS, Go to "File" >> "Hardware Setup". Under "Barcode Printer" make sure you chose the DYMO Label Printer, or the Label Printer which you purchased. If you cannot find the Label Printer here, it means that the Printer Driver was not successfully installed in Windows.

To print labels, open the "Articles Screen", or the "Article QuikView", and click on Print Labels. Before printing a label, make sure that :

1. The Label Size is correctly set to the label size you have installed in your Label Printer.
2. The Printer is correctly set to your Label Printer.

The screenshot shows a software window titled "1000XDYMO11353 COMPATIBLE - PRINT LABELS". At the top, it indicates "User: LEO" and "Terminal: Mosta". The main area is divided into two sections. The first section contains input fields for: Barcode No. (010-04), Qty. in Stock (40,00), Title (iLabMalta), Sub-Title, Description (1000XDYMO11353 COMPATIBLE), Selling Price (3.60 EUR), Size, and RRP (3.60 EUR). The second section contains: Barcode Type (CODE 128), Label Size (Dymo 11354 (57mm x 32mm) with a "Set as default Label Size" button), Printer (DYMO LabelWriter 450), and Number To Print (1). At the bottom, there are "Print" and "Preview" buttons.

Further more, the suggested Barcode Type to use is the "CODE 128". This type of graphic barcode can be used to print barcodes which contain both letters and numbers. It is also a condensed barcode which can fit on smaller label sizes.