

Barcode label printing

Added: Version 4.01

You might want to print barcode labels for your stock if an existing label is damaged, if you break a box down into smaller pack sizes and the contents don't have individual GS1 barcodes or if some stock comes into your warehouses and it doesn't have valid GS1 barcodes on it.

mSupply prints barcode labels onto stocky labels using a label printer. Before you try to print any barcode labels you must setup your printer. See for [Label printing preferences](#) details.

There are several places in mSupply where you can print barcode labels for your stock.

Item details page

You can print out the barcode labels for a single line at a time. Select the line you want to print the labels for then click on the *Print barcode labels* button:

Item details...

General
Misc
Usage
Stock
Ledger
Quotes
Backorders
Notes
Reconcile
Bill of materials
Purchase Orders
Order options
Dispensing
Reporting
Log
Requisitions
Stores
Barcodes

Item name: Test item 02
Item code: test02
Store: General

Show zero lines Print Split Update sell prices Show related invoices Consolidate Labels **Print barcode labels**

Line	Available packs	Total packs	Hold	Pack size	Batch	Expiry date	Supplier	Manufacturer	Location	Cost Price	Sell Price	Status	Tot...
1	1998	1998	<input type="checkbox"/>	1	uiopo6...	31/01/2020	testsup...		b1	0.00	0.00		0
2	3000	3000	<input type="checkbox"/>	2	zxcv67	30/04/2023	testsup...		a2	0.00	0.00		0
3	200000	2000...	<input type="checkbox"/>	1	cvbrv...	30/04/2024	testsup...			0.06	0.06		0

Stock

Minimum stock: 0 Total stock value: 12,000.00
 Stock on hand: 207,998 Average unit cost: 0.05
 Stock on order: 0 Total Volume: 0.00

Non stock items

Non stock item: ☐
 Default customer:

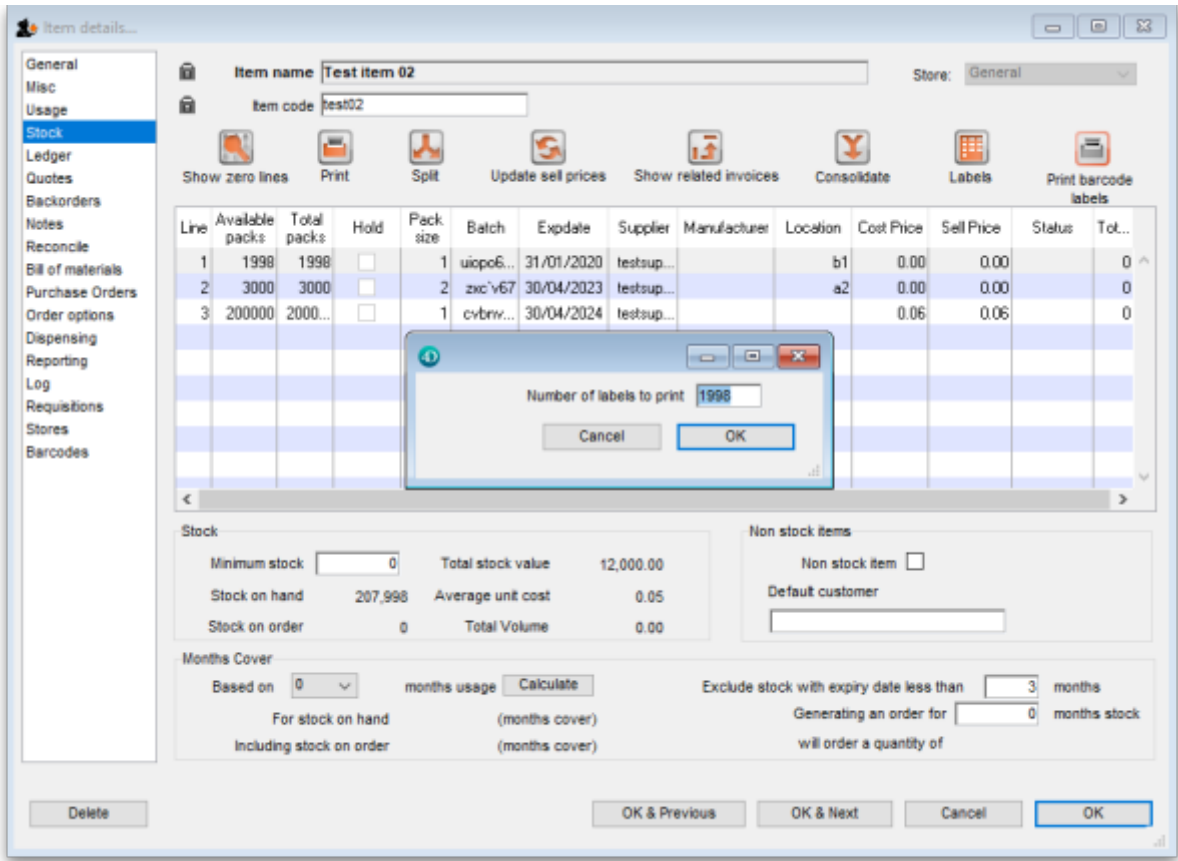
Months Cover

Based on: 0 months usage Calculate
 For stock on hand (months cover)
 Including stock on order (months cover)

Exclude stock with expiry date less than: 3 months
 Generating an order for: 0 months stock
 will order a quantity of:

Delete OK & Previous OK & Next Cancel OK

mSupply will offer to print a label for each pack in the selected line by default:



You can edit the number to something else if you wish. When you click on the OK button, the entered number of labels will be printed from your label printer.

Supplier invoice

When the preference to use barcode scanners is turned on, a supplier invoice has a new *Print barcode labels* button:

Supplier invoice

Name: Test supplier 01
Their ref: testsup01
Comment:
Confirm date: 00/00/00
Category: None
Colour: Black
Invoice number: 0
Entry date: 28/01/2019
Status: nw
Goods received ID: 0
Purchase Order ID: 0
Entered by: user 1 (pass=
Store: General

New line Delete line **Print barcode labels**

L...	Lo...	Item Name	Qty	Pack	Batch	Expiry	Cost Price	Sell Price	Price extension

Other charges
Item(s):
Amount: 0.00

Subtotal: 0.00
0 % tax: 0.00
Total: 0.00

☐ Hold
☐ Finalise
Export batch: 0
Margin: 0.00

OK & Next Delete OK

After adding lines to the supplier invoice you can print barcode labels for them. If you select a single line then click the button, mSupply will by default offer to print a label for each pack in the line:

The screenshot shows the 'Supplier invoice' window in mSupply. At the top, there are fields for 'Name' (Test supplier 01), 'Their ref' (testsup01), 'Comment', 'Confirm date' (00/00/00), 'Category' (None), 'Colour' (Black), 'Invoice number' (4), 'Entry date' (28/01/2019), 'Status' (nw), 'Goods received ID' (0), 'Purchase Order ID' (0), 'Entered by' (user 1), and 'Store' (General). Below these are buttons for 'New line', 'Delete line', and 'Print barcode labels'. A modal dialog titled 'Number of labels to print' is open, showing a text box with '1000' and 'OK'/'Cancel' buttons. The main table lists items with columns: L, Lo..., Item Name, Qty, Pack, Batch, Expiry, Cost Price, Sell Price, and Price extension. Two items are listed: 'test item 01' (Qty 1000, Pack 1, Batch asd, Expiry 31/05/2021, Cost Price 0.01, Sell Price 0.01, Price extension 10.00) and 'Test item 03' (Qty 3.00, Pack 1, Batch asd, Expiry 31/05/2021, Cost Price 0.01, Sell Price 3.00, Price extension 90.00). At the bottom, there are 'Other charges' fields, a 'Subtotal' of 100.00, '0 % tax' of 0.00, and a 'Total' of 100.00. There are also checkboxes for 'Hold' and 'Finalise', and buttons for 'OK & Next', 'Delete', and 'OK'.

L	Lo...	Item Name	Qty	Pack	Batch	Expiry	Cost Price	Sell Price	Price extension
1		test item 01	1000	1	asd	31/05/2021	0.01	0.01	10.00
2		Test item 03	3.00	1	asd	31/05/2021	0.01	3.00	90.00

Other charges	
Item(s):	
Amount:	0.00

Summary	
Subtotal:	100.00
0 % tax:	0.00
Total:	100.00

You can edit the number to something else if you wish. When you click on the **OK** button, the entered number of labels will be printed from your label printer.

If you select multiple lines on the supplier invoice before clicking on the *Print barcode labels* button, mSupply will print a label for each pack in the lines selected. This could be a lot of labels so mSupply asks you to confirm before telling the label printer to print them all:

Supplier invoice

Name

Test supplier 01

Their ref

testsup01

Comment

Confirm date

00/00/00

Colour

Black

Invoice number

4

Entry date

28/01/2019

Status

nw

Goods received ID

0

Purchase Order ID

0

Entered by

user 1 (pass=

Store

General

New line

Delete line

Print barcode labels

General

Summary by Item

Summary by Batch

Price

Log

L...	Lo...	Item Name	Qty	Pack	Batch	Expiry	Cost Price	Sell Price	Price extension
1		test item 01	1000	1	asd	31/05/2021	0.01	0.01	10.00
2		Test item 03	30	100	fdgh678	31/07/2022	3.00	3.00	90.00

Other changes

Item(s):

Amount:

0.00

Subtotal:

100.00

0 % tax:

0.00

Total:

100.00

☐ Hold

☐ Finalise

Export batch:

0

Margin:

0.00

OK & Next

Delete

OK

Confirm...

This will print a label for each pack of the selected lines. OK to proceed?

No

Yes

Stock list

Stock

Item Name or Code

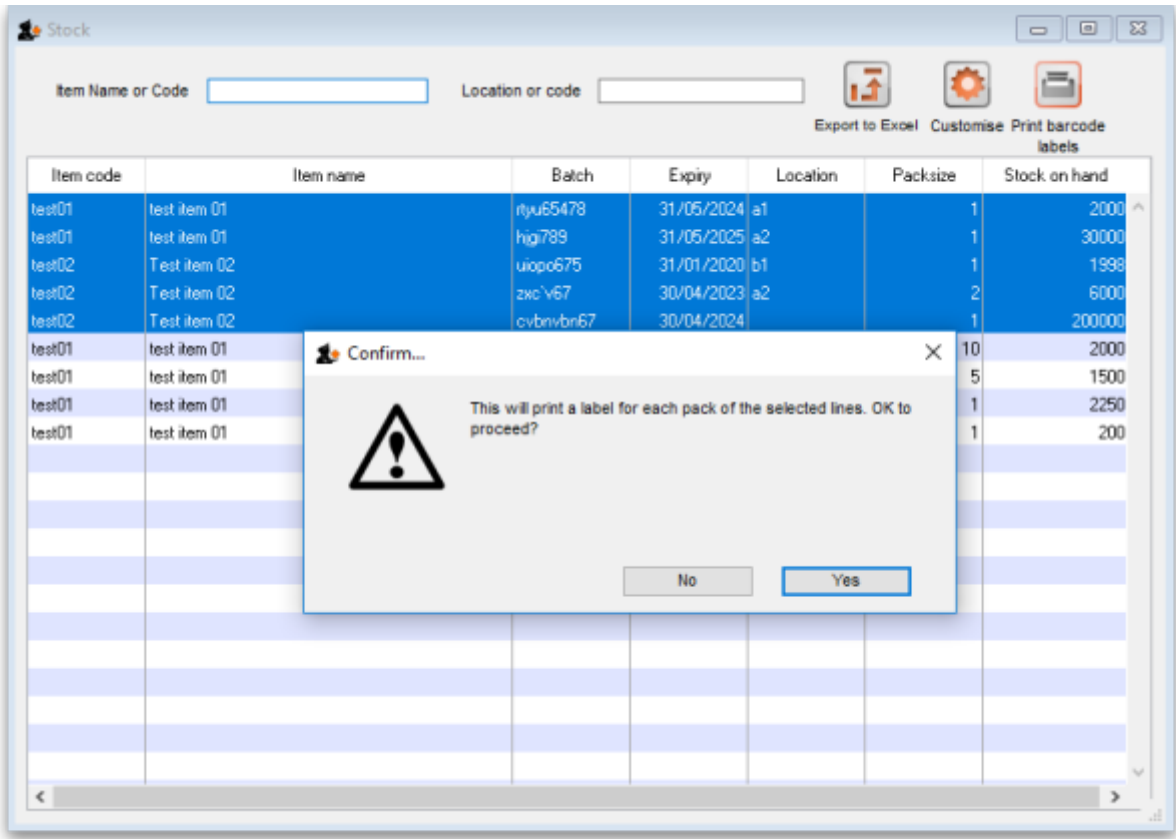
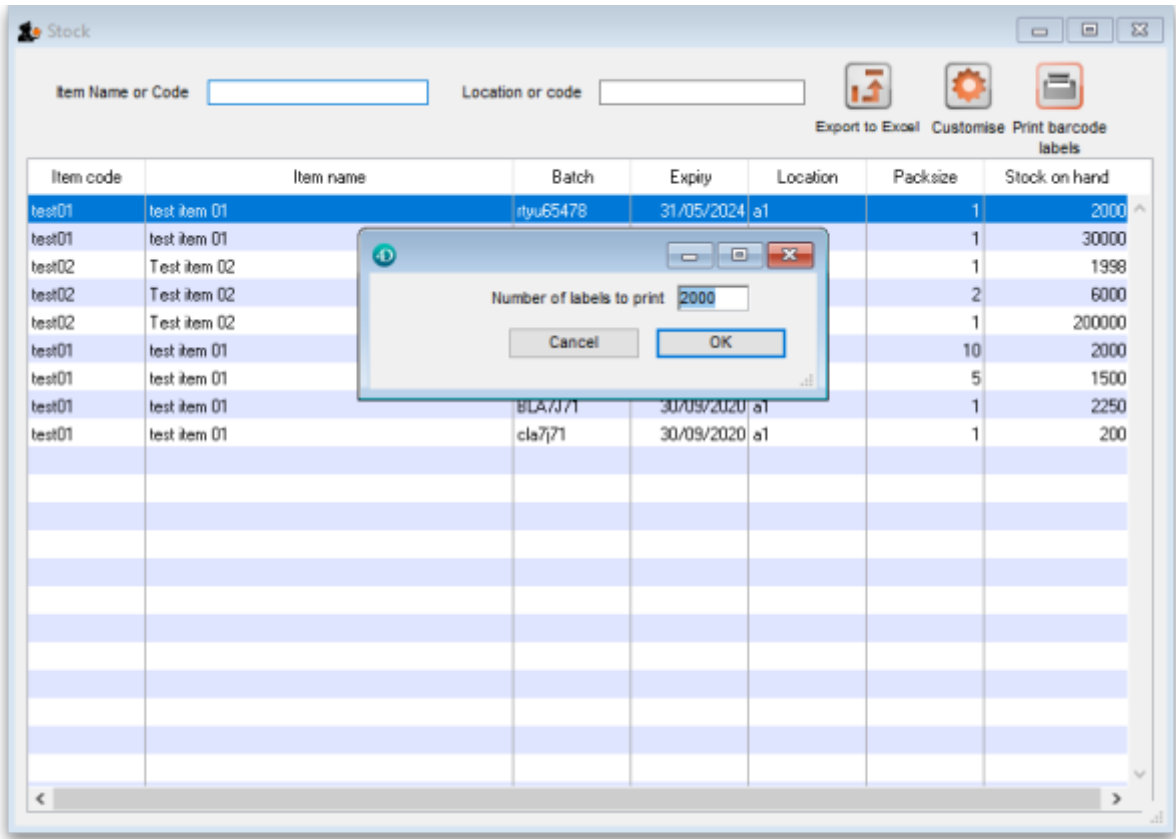
Location or code

Export to Excel

Customise

Print barcode labels

Item code	Item name	Batch	Expiry	Location	Pack size	Stock on hand
test01	test item 01	rtYu65478	31/05/2024	a1	1	2000
test01	test item 01	hgi789	31/05/2025	a2	1	30000
test02	Test item 02	uipo675	31/01/2020	b1	1	1998
test02	Test item 02	zxc`v67	30/04/2023	a2	2	6000
test02	Test item 02	cvbvbn67	30/04/2024		1	200000
test01	test item 01	ghry6547	31/05/2023		10	2000
test01	test item 01	dsfgr67			5	1500
test01	test item 01	BLA7J71	30/09/2020	a1	1	2250
test01	test item 01	cla771	30/09/2020	a1	1	200



Previous: [Pick list checking](#) Next: [Why an HIS module for mSupply?](#)

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Permanent link:
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