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12.06. 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.



Please note that any stock or invoice lines that are not associated with a barcode will NOT have a label printed for them. If all lines you have selected to print labels for have no barcodes associated with them then no labels will be printed. The associaiton of invoice and stock lines with a barcode is carried out during goods receipt (see Barcode scanning and receiving goods)

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:

Last update: 2019/09/21 11:24

RC .	i i	Item n	ame	Test item	02						Sto	General		
age		tem	code	test02										
iger otes	Shou	x zero line		E Print	Solt	llod	ste sel prices	Show	related invoices		C.	Labels		
ckorders					opin	opu	ate oes prices	3104	related involues	s Cons	placate	Labers		arcode els
concile	Line	Available packs	Total pack:		Pack. size	Batch	Expdate	Supplier	Manufacturer	Location	Cost Price	Sell Price	Status	Tot
of materials	1	1998	199		1		31/01/2020	testsup		b1	0.00	0.00		0
chase Orders	2	3000	300	-	2		30/04/2023	testsup		a2		0.00		0
ler options	3	200000	2000.	. 🗆	1	cvbrw	30/04/2024	testsup			0.06	0.06		0
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	Stock	k							Non	stock items				
	1	Minimum st	ock [0	Т	tal stock v	value 1	2,000.00		Non sto	ck item 🗌			
		Stock on h	and	207.99	8 Av	erage unit	cost	0.05	0	efault custo	mer			
		Stock on or	der		0	Total Vo	lume	0.00	[
	_	hs Cover						0.00						
			0			usage	Calculate		Evel de ele	-				
		Based on		Ŷ	months	_			Exclude sto		iry date less		3 month	
				k on hand			onths cover)				ng an order i		0 monti	hs stoci
		Includin	a stoc	k on order		(mo	onths cover)			will orde	r a quantity	of		

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

eral : pe	0 0		code te	est item st02	02						St	Genera	il	
k ger tes korders	Sho	w zero line	s Pri		John Split	Upd	ate sel prices	Show	related invoices	_	plidate	Labels	Print b	arcod
5	Line	Available packs	Total packs	Hold	Pack. size	Batch	Expdate	Supplier	Manufacturer	Location	Cost Price	Sell Price	Status	Tot.
ncile I materials	1	1998	1998		1	uiopo6	31/01/2020	testsup		b1	0.00	0.00		(
hase Orders	2	3000	3000		2	zxc`v67	30/04/2023	testsup		a2	0.00	0.00		0
r options	3	200000	2000		1	cvbrw	30/04/2024	testsup			0.06	0.06		- (
ensing														
rting					0									
istions							Number of la	bels to pri	nt 1998					
5							Can	sel	OK	- 6				
odes							Can	.61	UN					
	<													>
	Stoc	k							Non	stock items				
		Minimum st	ock	0	Т	tal stock v	value 1	2,000.00		Non sto	ck item 🗌			
		Stock on h	and	207.99	18 Av	erage unit	cost	0.05	0	efault custo	mer			
		Stock on or	der		0	Total Vo	lume	0.00	[_		
	Stock on order 0 Total Volume 0.00													
		Based on	0	~	months	usage	Calculate		Exclude ato	where with ever	iry date less	then	3 mont	ha
					monuns				EXClude Site		ng an order		_	hs sto
			or stock				onths cover)				r a quantity		G HIGHL	
			ta stock (on order		(mc	onths cover)			Will orde	r a quantity	01		

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 *Print barcode labels* button:

Their ref Comment New line	Delete line Print barcode labels bary by Item Summary by Batch P	testsup(01	Confi	rm date : 00/0	-00/00	God	Colour Invoice number : 0 Entry date : 28/01/20 Status : nw ods received D : 0 chase Order D : 0 Entered by : user 1 (p Store: General	
	Item Name	Qty	Pack	Batch	Ехріу	Cost Price	Sell Price	Price extension	^
< S 🗾 (Other charges Item(s): Amount:	0.00						Subtotal: 0 % tax: Total:	> 0.00 0.00 0.00

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:

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Last update: 2019/09/21 barcode_scanning:barcode_label_printing https://docs.msupply.org.nz/barcode_scanning:barcode_label_printing?rev=1569065083 11:24

2	Nan Their r	ne Test supplier 01 ef	testsup0	-	Confi	rm date : 00/0	0/00	invo	Colour	Black
(Comme	int	ļ		Category	lone	~	Conto	Entry date : 28/01 Status : nw received D : 0	/2019
	+ w line	Delete line Print barcode							se Order ID : 0 Entered by : user 1	1 (pass=
		ummary by item Summary by Batch P	rice Log						Store: Gene	ral
L	Lo	Item Name	Qty	Pack	Batch	Expiry	Cost Price	Sell Price	Price extension	1
1		test item 01	1000	1	asd	31/05/2021	0.01	0.01		10.00 ^
			3			labels to print	1000 OK	3.00		
<										>
5	1	Other charges tem(s): Amount:	0.00						Subtotal: 0 % tax: Total:	100.0 0.0 100.0
Пно	. Ind	Export batch: 0								

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:

Their i Comme		01	testsup0	1	Confir ategory	rm date : 00/0 None	0/00		Invoice num Entry d	ate: 28/01/2 tus: nw	Black	
New line	Delete lin	e Print barcode labels Summary by Batch Price	Log						chase Order Entered			
L Lo		Item Name	Qty	Pack	Batch	Expiry	Cost Price	Sell Price	Pric	e extension		
1 2	test item 01 Test item 03		1000			31/05/2021 31/07/2022	0.01 3.00	0.01 3.00			10.00 90.00	^
		🏚 Confirm.							×			
		Le Confirm.	This	will prir æed?	nt a label fo	or each pack o	of the selected		×			
		Other charges	This		nt a label fo	or each pack o No	of the selected		×		>	~

Stock list

Like a supplier invoice, the stock window (*Item > Show items with stock* on the menus) has a *Print barcode labels* button when the preference to use barcode scanners is turned on:

Item Name	or Code	Location or code		Export	to Excel Customis	e Print barcode
Item code	Item name	Batch	Expiry	Location	Packsize	Stock on hand
test01	test item 01	rtyu65478	31/05/2024	a1	1	2000 ^
test01	test item 01	higi789	31/05/2025	a2	1	30000
test02	Test item 02	uiopo675	31/01/2020	b1	1	1998
test02	Test item 02	zxc`v67	30/04/2023	a2	2	6000
test02	Test item 02	cvbrivbn67	30/04/2024		1	200000
test01	test item 01	ghrty6547	31/05/2023		10	2000
test01	test item 01	dsfgrt67			5	1500
test01	test item 01	BLA7J71	30/09/2020	al	1	2250
test01	test item 01	cla7j71	30/09/2020	a1	1	200

You can click on a single line before clicking on the *Print barcode labels* button, in which case mSupply offers to print a label for each pack in the selected line. You can edit the number to something else if you wish:

• Stock							
Item Name (or Code		Location or code			3	
					Export	to Excel Customis	e Print barcode labels
Item code		Item name	Batch	Expiry	Location	Packsize	Stock on hand
est01	test item 01		rtyu65478	31/05/2024	al	1	2000
est01	test item 01					1	30000
est02	Test item 02	0			×	1	1998
est02	Test item 02		Number of labels to	print 2000		2	6000
est02	Test item 02					1	200000
est01	test item 01		Cancel	OK		10	2000
est01	test item 01				14	5	1500
est01	test item 01		BLA7J71	30/09/2020	al	1	2250
est01	test item 01		cla7j71	30/09/2020	al	1	200
<							>

When you click on the OK button, the number of labels entered will be printed from your label printer.

You can also select multiple lines before clicking on the *Print barcode labels* button. If you do that, mSupply will offer to print a label for each pack in all the lines you have selected. Obviously, this could be a lot of labels, so mSupply asks you to confirm before it asks the printer to print them all:

• Stock									
Item Name	or Code		Locati	on or code		Export	_ `	¢ stomi	se Print barcode
Item code		Item name		Batch	Expiry	Location	Packsiz		labels Stock on hand
test01	test item 01			rtyu65478	31/05/2024			1	2000 ^
test01	test item 01			higi789	31/05/2025				30000
test02	Test item 02			uiopo675	31/01/2020				1998
test02	Test item 02			zxc`v67	30/04/2023			2	6000
test02	Test item 02			cvbnvbn67	30/04/2024				200000
test01	test item 01	te Confirm					×	10	2000
est01	test item 01						-	5	1500
test01	test item 01		This	will print a label f	or each pack of th	e selected lines	OK to	1	2250
test01	test item 01		proce					1	200
		/I\							
					No	Yes			
<									>
									,

Previous: Pick list checking Next: Why an HIS module for mSupply?



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