

15 - Label Printing

installation guide V1.3



TOLARUS™
SOFTWARE
TRAINING
and labelling solutions
Labels on demand
Software Guide
Labels on demand
Software Guide
Labels on demand
Software Guide



TECHNICAL SUPPORT

These training guides will cover installing, and setting up your new Tolarus NutriLabel software onto your computer, it will guide you through the installation process and finally assist with connecting the client application to the NutriLabel Server*.

U K D I S T R I B U T O R



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TELEPHONE

00 (44) **000 111 888**

NB: Please quote your service agreement at the start of the call. Calls are charged at £1.50 per minute outside of a pre-arranged service agreement. All service agreements are subject to prior agreement and invoiced in advance.



EMAIL

SUPPORT@tolarus.com

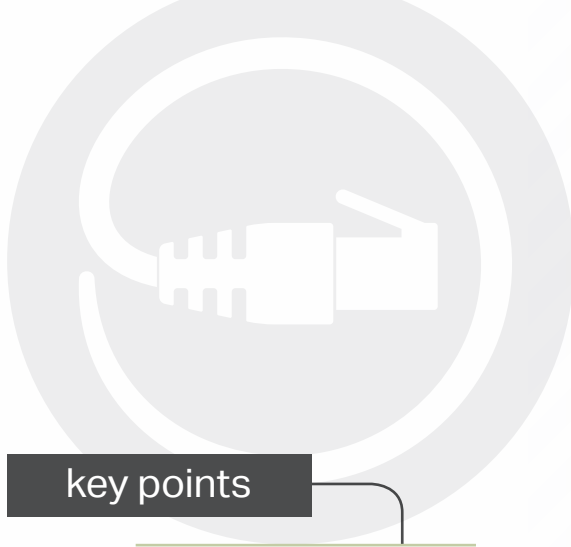
If you are experiencing difficulties with your Tolarus software or printer/s (Only Printers purchased from Wessex Labels are covered), please email your issue and one of our technical team will respond within the hour. Email enquires are Monday to Friday, from 9am to 5pm.



ONLINE

www.tolarus.co.uk

There is nothing like watching how its done right? At Tolarus we have produced 15 'How To Videos', that are optimised to play on mobile phones or on your tablet/pc, so you can stop and start the video step by step. Just go to the website above a choose Tolarus Training, and discover our 15 videos to get you up and running and printing those labels.



key points

* Please confirm with your I.T. department (where appropriate) that the server software has been installed, and ideally, have the server ready for the end of the Client installation process.

Whilst these are the minimum specifications required to run Nutrilabel, Tolarus® recommend investing in the best technology you can, in order to get the very best from our software.

Please check that your systems can implement and support Microsoft .Net Frameworks. If in doubt, please contact your Distributor for Technical Advice.

INTRODUCTION

SYSTEM REQUIREMENTS: Shown here are the minimum and recommended system requirements needed to run Nutrilabel Client efficiently. Please don't install the software onto any computer that is not equipped with the minimum specifications. Please note Tolarus does not run on MacOS

Minimum System Requirements:

Operating System	Microsoft Windows 8, 8.1, 10, Server 2012 or newer. Operating System must be 64 Bit.
Processor	Intel Core i3 3.0 Ghz Dual Core
Memory	4GB RAM
Storage	5GB Available Hard Drive space

Recommended System Requirements:

Operating System	Microsoft Windows 8, 8.1, 10, Server 2012 or newer. Operating System must be 64 Bit.
Processor	Intel Core i5 3.0 Ghz Dual Core
Memory	8GB RAM
Storage	5GB Available Hard Drive space on a Solid-State Drive.

Essential System Prerequisites:

	Microsoft .Net Framework 3.
	Microsoft .Net Framework 4.7

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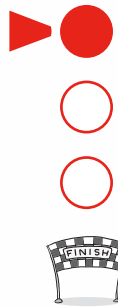
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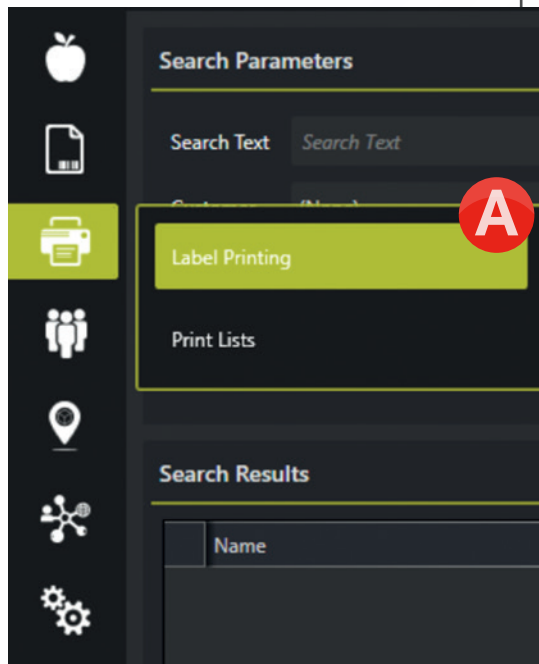


LABEL PRINTING

key points



This handy page progress indicator, will let you know how far off from completion of this booklet you are.

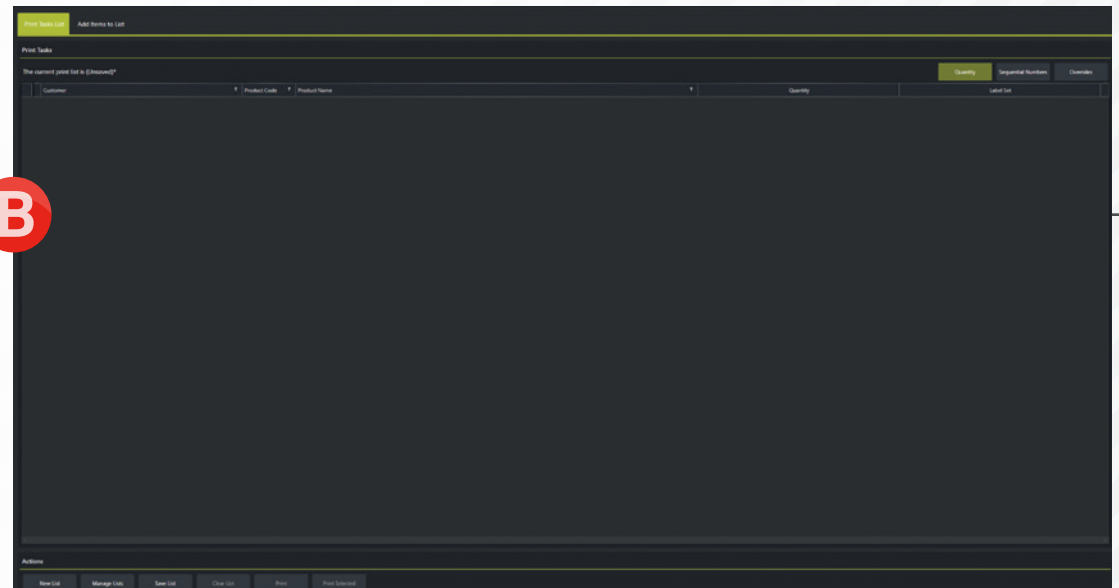


Print Tasks List

Add Items to List

The Main screen for label printing will start you on a new print list, to add items to this new list you will need to click on the 'Add items to list' tab on the top of the screen

B



key points

Print Tasks List

Add Items to List

*To add a label set to a product, click the apple icon in the top left, and then click the items option.

Find a product that you want to add a label set to, and click the edit button on the right-hand side of the screen.

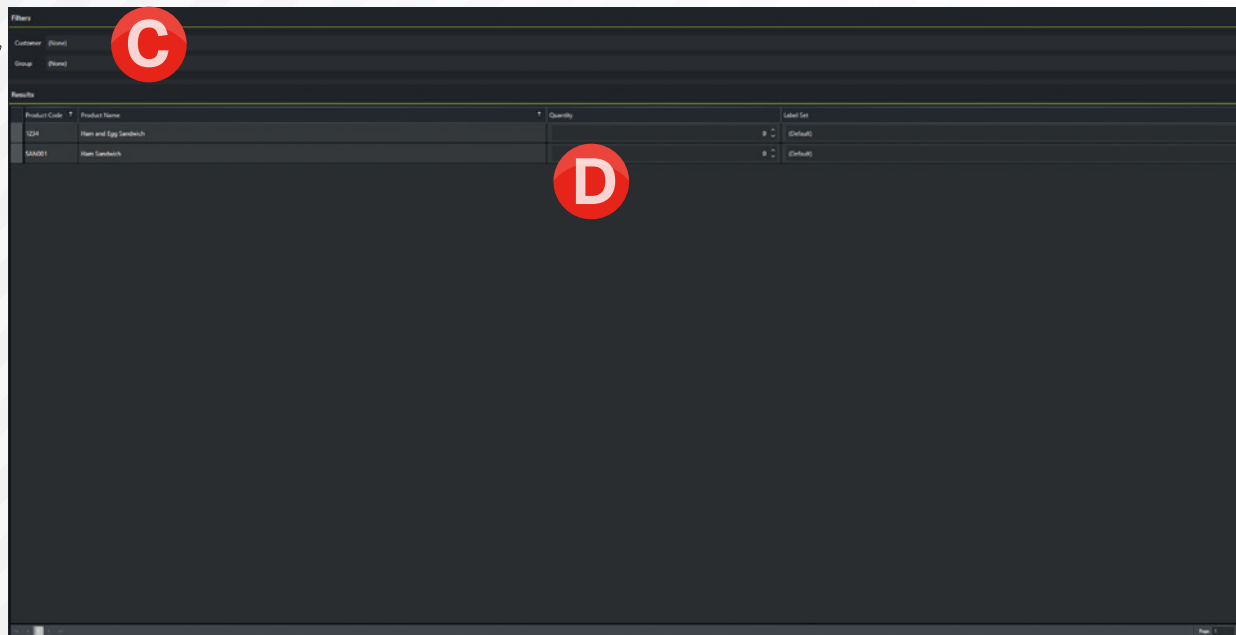
This will take you into the main screen for your products, navigate to the 'Labels' tab along the top of the screen.

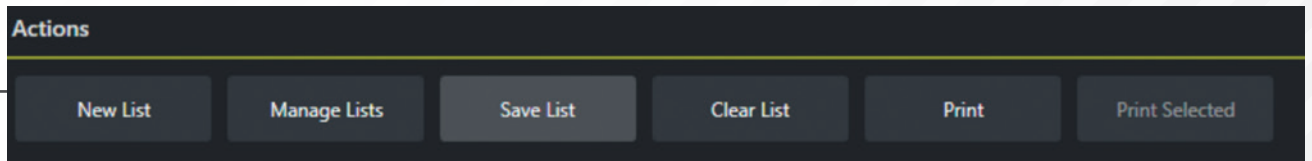
On the bottom right click the 'Add Label Set' button.

This screen will allow you to add any products to a print list that you have previously setup label sets for, if you have products with label sets added, you should see something like the **screen left**.

If you have more products, you can filter them via the '**Customer**' and '**Group**' **C** options along the top, when used, the list will only display products that are in these selected Customers or Groups. If no filter options are used, the software will instead just list the products in alphabetical order.

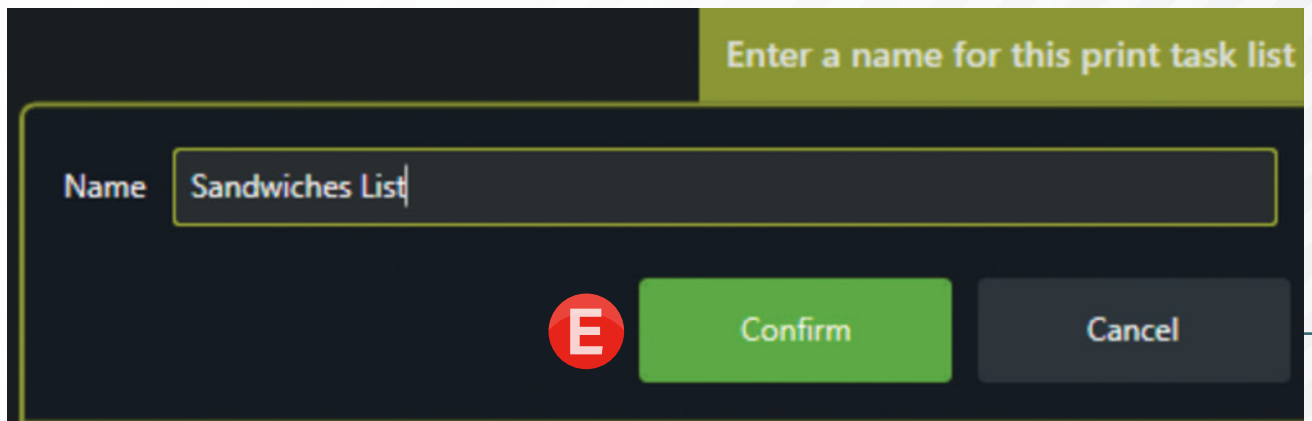
You now need to select a **quantity** **D** for the product that you wish to add to your print list, you can either type in a quantity that you want, or you can increase the quantity via clicking, after this is done, you will need to select the label set that you wish to print. It should look like the **screen left**.





Once this is done, you can click back on the **'Print Tasks List'** Tab, you should now see your product added here, you can change the quantity in this screen as well if you need to.

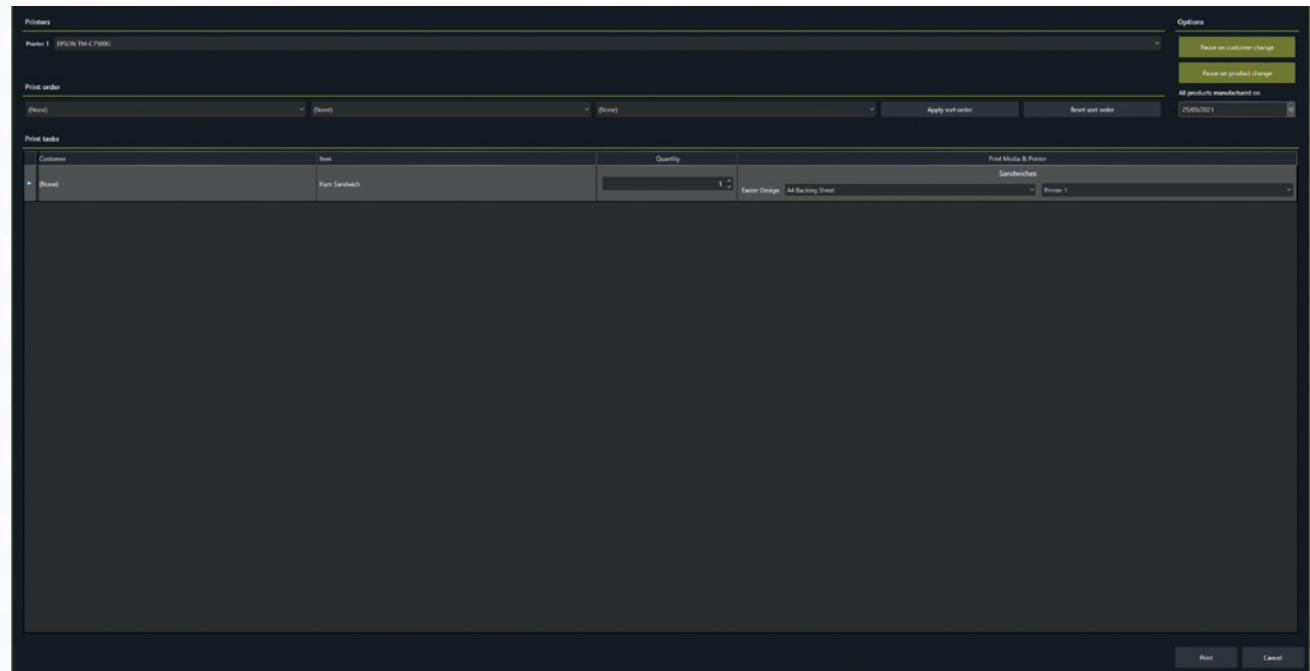
The Next step, once you have added the products that you want to print, it to save the print list, to do this, click on the **'Save List'** button along the bottom of the screen

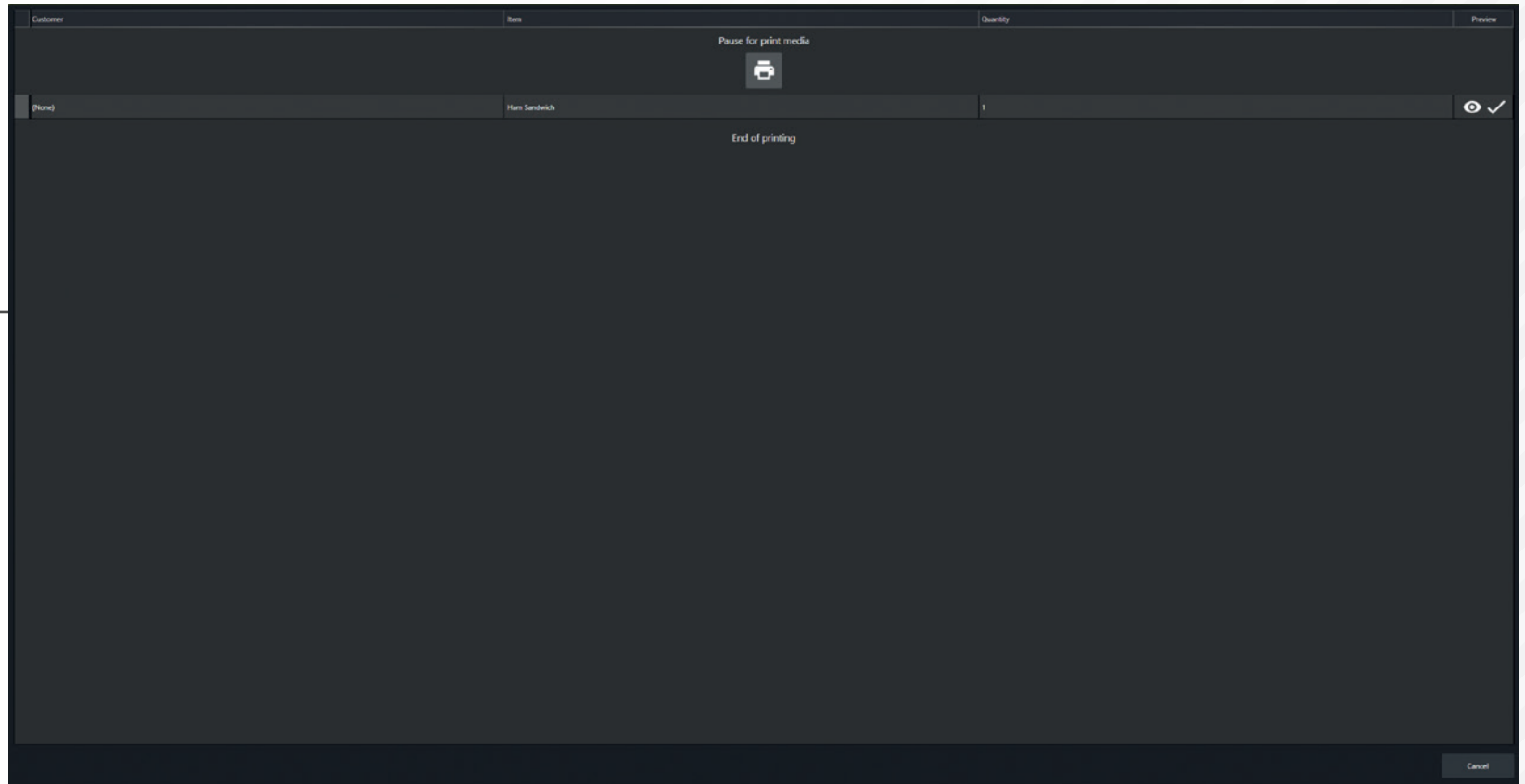


This should bring up a small **'Name'** area in which you can name the list. Once you are happy with this, click on the **confirm button, E** this will now save the products exactly how you have entered them, if you make changes to the list, be sure to save the list again, or it will revert back to what the original save was if you exit the page.

THE PRINT QUEUE

THE PRINT QUEUE: Saving your printing to lists, means that if you were to leave the screen and come back to it at a later point, you can click on the **'Manage Lists'** Button along the bottom of the screen and it will show you all the currently saved lists, clicking the tick icon will load that print list, while clicking the delete icon will remove it completely from the system.





You can also use the '**Clear List**' button to remove everything from your print list so that you can start from scratch.

You now have two options in terms of printing, you can either **click on the printer icon** next to an individual product to just print that, or you can click the '**Print**' button along the bottom to **print everything** in the Print list. The print process is the same for both of them;

Having clicked print you will be taken to a new screen. You can select the print you are printing to in the top drop-down, called printer 1, which can then in turn be used as an option to print

to in the print media and Printer sub-menu. You can change the quantity here if you want to. You will want to make sure that you choose the correct print media to print onto. Once you are happy with this, you can also change the date in which the products were manufactured on, which will change based on the information in the product itself.

The software also offers the option to pause printing after each product or customer change. Once you are happy, **click the print button** and you will be taken to a final printing menu which will have generated into a list, **once you are happy, click the printer icon and the printing will begin.**



Tolarus Labelling Software

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