

How to Print a Customer Label



Label Printing is supported on the following:

- Label Printer: Dymo LabelWriter 450 and 450 Turbo
- Label Size: Dymo 30252 - 1-1/8" x 3-1/2" Address Labels

The **Label toolbar button** on Customer Inquiry screen will display the Report Viewer. Printer icon will print the label. Direct Printing is not yet implemented for Label toolbar button.

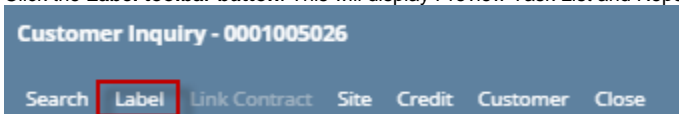
Printing this report can be done in two ways:

1. Via the **Customer Inquiry > Label** toolbar button.
2. Via the **Customer Inquiry search > Mass Labels** toolbar button.

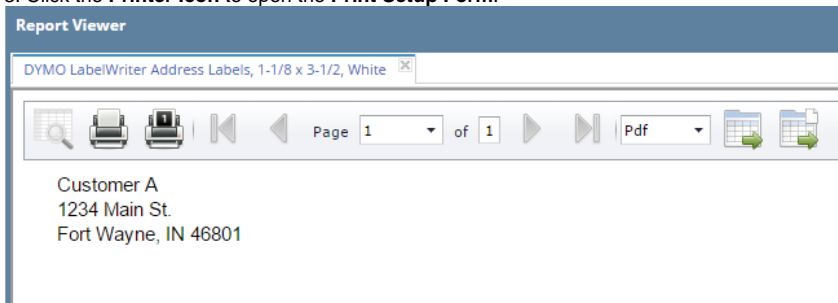
Here are the steps on how to print the Customer Label report.

Via the **Customer Inquiry > Label**

1. [Open a Customer Inquiry record](#).
2. Click the **Label toolbar button**. This will display Preview Task List and Report Viewer.



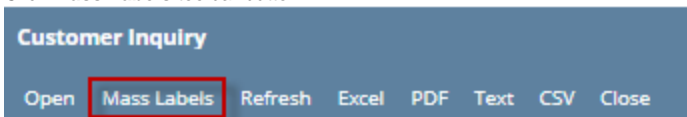
3. Click the **Printer Icon** to open the **Print Setup Form**.



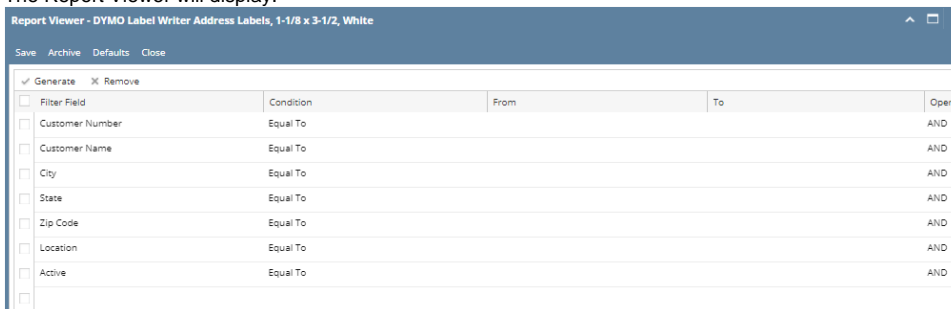
4. Select the Printer you want the Label to be printed. By default, this is set to **DYMO Label Printer**. Click **Print** button to print the Label.

Via the **Customer Inquiry Search > Mass Labels**

1. Open Customer Inquiry. Search Customer Inquiry will display.
2. Click **Mass Labels** toolbar button.



3. The Report Viewer will display.



4. Enter the specific criteria and click **Generate** button to print the customer labels. Criteria can be saved or archived by clicking **Save / Archived** buttons.



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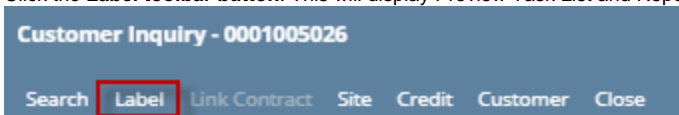
Printing this report can be done in two ways:

1. Via the **Customer Inquiry > Label** toolbar button.
2. Via the **Customer Inquiry search > Mass Labels**. See also [How to Preview a Tank Management Report](#)

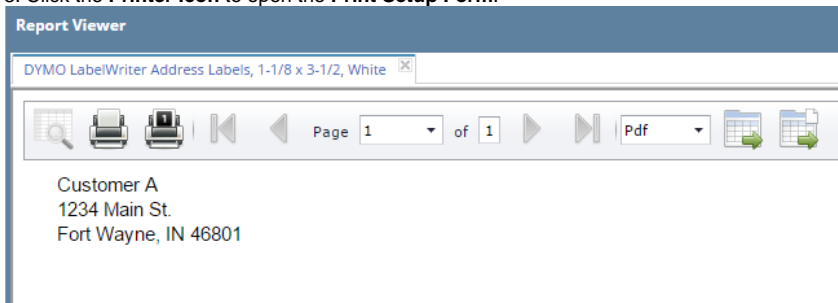
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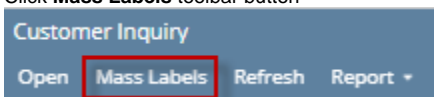
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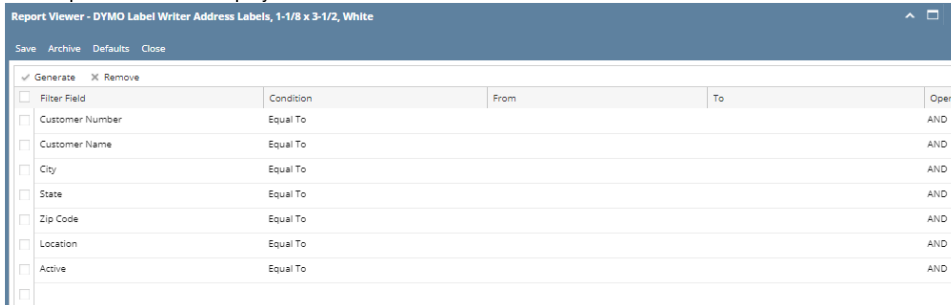
4. Select the Printer you want the Label to be printed. By default, this is set to **DYMO Label Printer**. Click **Print** button to print the Label.

Via the **Customer Inquiry Search > Mass Label**

1. Open Customer Inquiry. Search Customer Inquiry will display.
2. Click **Mass Labels** toolbar button



3. The Report Viewer will display.



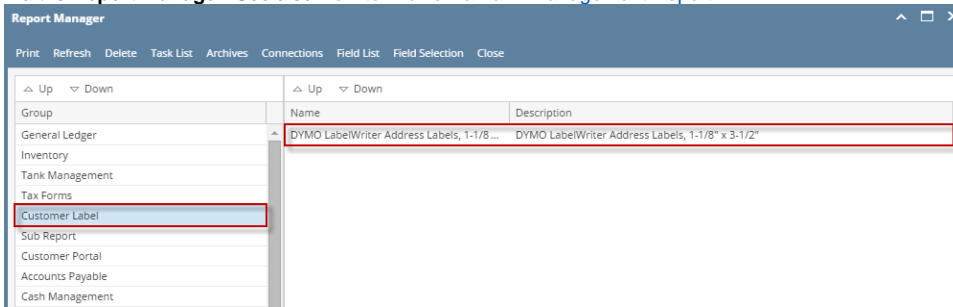
4. Enter the specific criteria and click **Generate** button to print the customer labels.

The **Label toolbar button** on Customer Inquiry screen will display the Preview Task List form and Report Viewer. Printer icon will print the label. Direct Printing is not yet implemented for Label toolbar button.

Printing this report can be done in two ways:

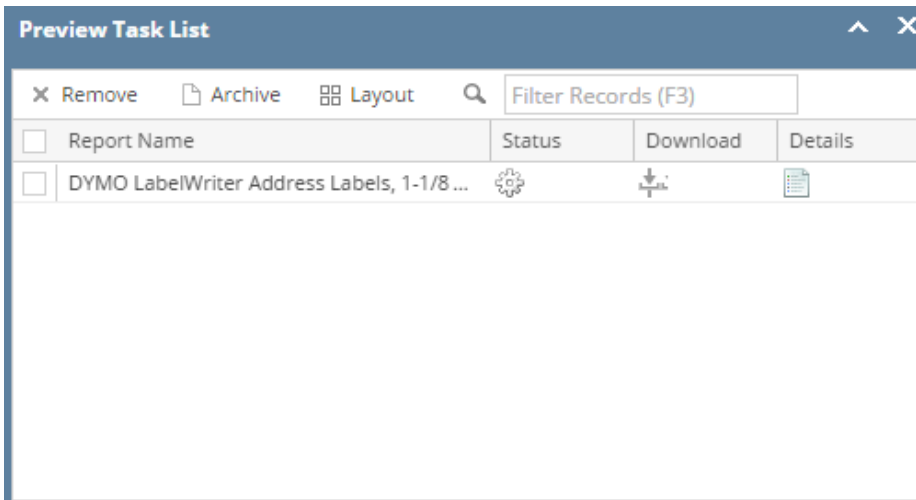
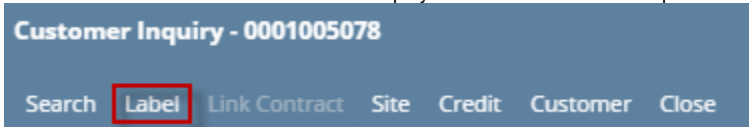
1. Via the **Customer Inquiry > Label** toolbar button.

2. Via the **Report Manager**. See also [How to Preview a Tank Management Report](#)

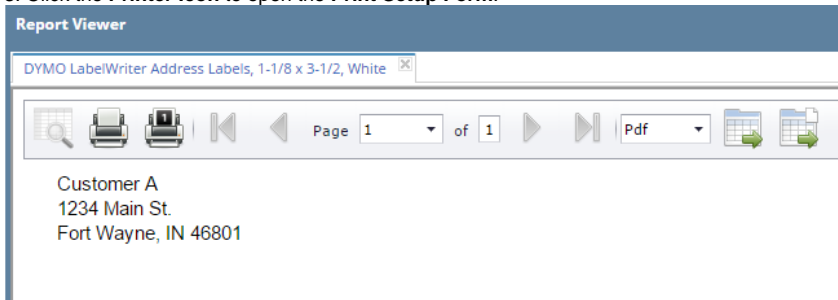


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