

How to Print a Call Order

The **Print Call Order toolbar button** will directly send the report to the default printer. In order for this button to work accordingly, the **i21 Direct Printing and Launcher** should be installed to the machine of the client. Installers can be downloaded on the link below:

- [i21 Launcher](#)

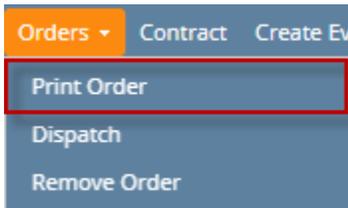
Printing the Call Entry Printout report can be done in two ways:

1. Via Consumption Sites > **Orders** > **Print Order** toolbar button.
2. Via Reports > **Call Entry Printout**. See also [How to Preview a Tank Management Report](#)

Here are the steps on how to print the Call Order **via the Consumption Sites screen**.

1. [Open the Consumption Sites record](#) with an existing order.
2. Order can be printed in two ways:

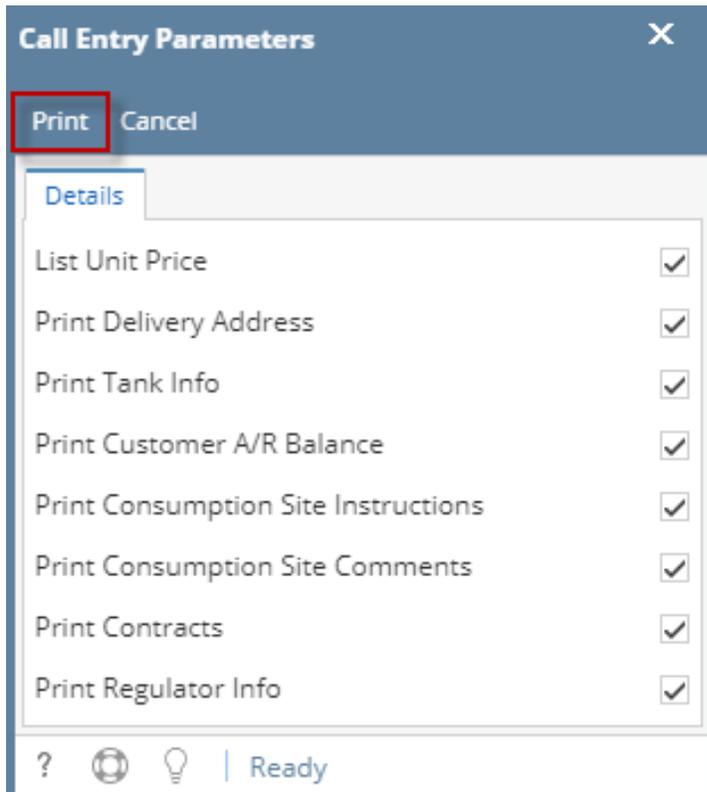
- Click the Orders > **Print Order toolbar button**. This will open the **Call Entry Parameters screen**.



- Select and Open the specific order from the Orders tab grid. Click **Print toolbar button**. This will open the **Call Entry Parameters screen**.



3. On [Call Entry Parameters screen](#), select the information you want to include in the report.
4. Click the **Print button**. The report will be printed directly to the default printer.





- See also [How to Print Delivery Tickets](#)
- How to install i21 Direct Printing can be found on the iNet page.

The **Print Call Entry toolbar button** will directly send the report to the default printer. In order for this button to work accordingly, the **i21 Direct Printing** and **Launcher** should be installed to the machine of the client. Installers can be downloaded on the following links below:

- [i21 Launcher](#)
- [i21 Direct Printing](#)

Printing the Call Entry Printout report can be done in two ways:

1. Via the Consumption Sites > Print Call Entry toolbar button.
2. Via the Report Manager. See also [How to Preview a Tank Management Report](#)

Here are the steps on how to print the Call Entry Printout report **via the Consumption Sites screen**.

1. [Open the Consumption Sites record](#) with an active Call Entry.

2. Click the **Print Call Entry** toolbar button. This will open the **Call Entry Parameters** screen.

The screenshot shows a software window titled "Consumption Sites - 000000020". The top menu bar includes "New", "Save", "Search", "Undo", "Attach Device", "Site Action", "Print Call Entry" (highlighted with a red box), "Remove Call Entry", "Dispatch", "Contract", "Create Event", "Summary List", "Work Order", and "Close". The main area is divided into several sections: "Customer" (Meredith Grey, 000000020), "Address" (1611 Plummer Street, Los Angeles, CA 46815), "Phone" ((800) 100-200), "Terms" (3 - Net 30), "Regular Credit" (0.00), "Budget Amt Due" (0.00), "Prepaid Balance" (0.00), "Current" (0.00), "Email" (mgrey@irely.com), "Total Past Due" (0.00), "Credit Note", and "Credit Limit" (0.00). Below this is a "Showing 1 Consumption Site" table with columns for "Address" and "Description", showing "1611 Plummer Street" and "Test Site". The "Call Entry" section includes "Percent Left" (0), "Calculated Qty" (1,000), "Desired Qty" (0), "Driver" (Jeff the Driver), "Product" (Propane1), "Substitute", "Reg Price" (2,366,000), "Lock Price" (checkbox), "Printed" (checkbox), "Requested Date" (7/5/2017), "Priority", "Total" (3,424.12), "Leak Check" (checkbox), "Terms" (Net 30), "Comments" (test order), "Entered By" (irelyadmin), "Order Status" (Generated, Received, Call in Date, 7/5/2017, Dispatched Date, Ticket Assigned), "Actual Delivered Information" (Date, Time, Qty, Price, Total), and "Call Entry Details" (Last Delivery, Fill Method: Keep Full, Total Capacity: 1,000, Forecast Run Out, Next Delivery DD, Estimated % Left, Route Sequence: 001-NW, SEQ-001, Serial Number: tank01, Estimated Gallons Left: 0, Instructions, Comments).

The screenshot shows a dialog box titled "Call Entry Parameters". At the top, there are "Print" and "Cancel" buttons. Below is a "Details" tab with a list of items to be printed, each with a checked checkbox: "List Unit Price:", "Print Delivery Address:", "Print Tank Info:", "Print Customer A/R Balance:", "Print Consumption Site Instructions:", "Print Consumption Site Comments:", "Print Contracts:", and "Print Regulator Info:". At the bottom, there is a status bar with a question mark icon, a globe icon, a lightbulb icon, and the text "Ready".

3. On **Call Entry Parameters** screen, select the information you want to include in the report.
4. Click the **Print** button. The report will be printed directly to the default printer.



- See also [How to Print Delivery Tickets](#)
- How to install i21 Direct Printing can be found on the iNet page.

The **Print Call Entry** toolbar button will directly send the report to the default printer. In order for this button to work accordingly, the **i21 Direct Printing** and **Launcher** should be installed to the machine of the client. Installers can be downloaded on the following links below:

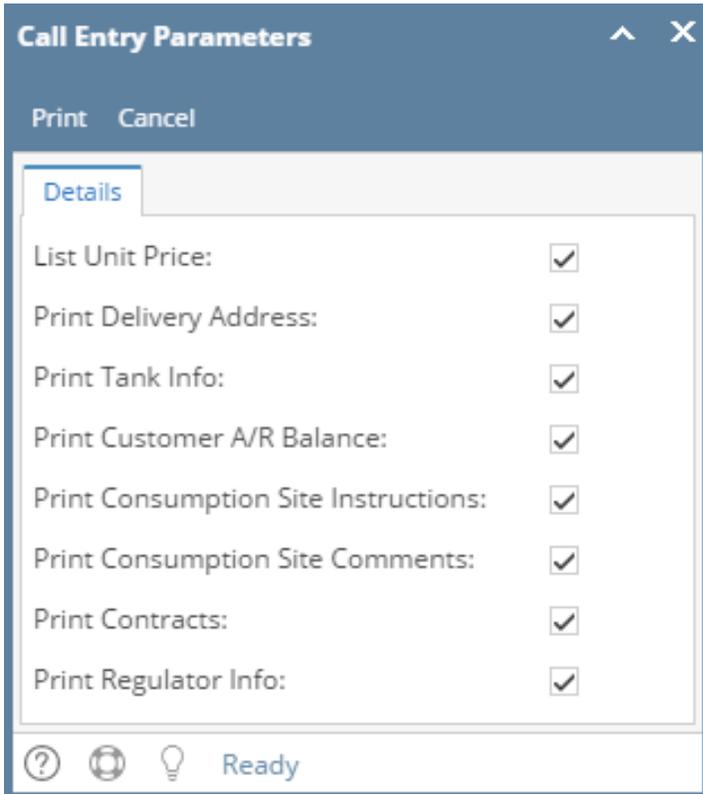
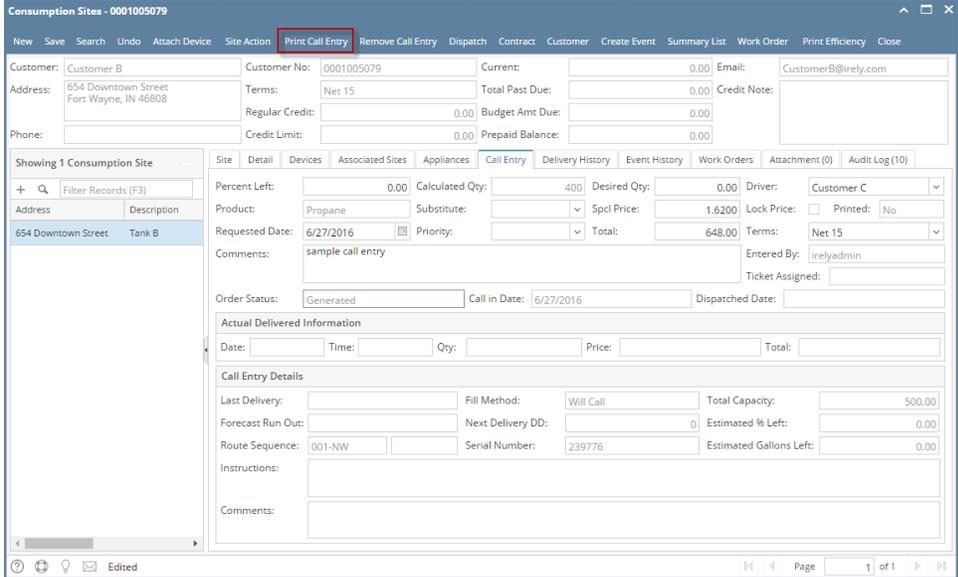
- [i21 Launcher](#)
- [i21 Direct Printing](#)

Printing the Call Entry Printout report can be done in two ways:

1. Via the Consumption Sites > Print Call Entry toolbar button.
2. Via the Report Manager. See also [How to Preview a Tank Management Report](#)

Here are the steps on how to print the Call Entry Printout report **via the Consumption Sites screen**.

1. [Open the Consumption Sites record](#) with an active Call Entry.
2. Click the **Print Call Entry** toolbar button. This will open the **Call Entry Parameters** screen.



3. On [Call Entry Parameters screen](#), select the information you want to include in the report.
4. Click the **Print** button. The report will be printed directly to the default printer.
- 5.



How to install i21 Direct Printing can be found on the iNet page.

The **Print Call Entry toolbar button** will directly send the report to the default printer. In order for this button to work accordingly, the **i21 Direct Printing** and **Launcher** should be installed to the machine of the client. Installers can be downloaded on the following links below:

- [i21 Launcher](#)
- [i21 Direct Printing](#)

Printing the Call Entry Printout report can be done in two ways:

1. Via the Consumption Sites > Print Call Entry toolbar button.
2. Via the Report Manager. See also [How to Preview a Tank Management Report](#)

Here are the steps on how to print the Call Entry Printout report **via the Consumption Sites screen**.

1. [Open the Consumption Sites record](#) with an active Call Entry.

2. Click the **Print Call Entry** toolbar button. This will open the **Call Entry Parameters** screen.

The screenshot shows the 'Consumption Sites - 0001005079' window. The 'Print Call Entry' button is highlighted in the top toolbar. The main area displays various fields for customer information, site details, and call entry parameters. The 'Print Call Entry' button is highlighted in the top toolbar. The main area displays various fields for customer information, site details, and call entry parameters.

The screenshot shows the 'Call Entry Parameters' dialog box. The 'Details' tab is selected, showing a list of items to be included in the report, all of which are checked.

Item	Checked
List Unit Price:	<input checked="" type="checkbox"/>
Print Delivery Address:	<input checked="" type="checkbox"/>
Print Tank Info:	<input checked="" type="checkbox"/>
Print Customer A/R Balance:	<input checked="" type="checkbox"/>
Print Consumption Site Instructions:	<input checked="" type="checkbox"/>
Print Consumption Site Comments:	<input checked="" type="checkbox"/>
Print Contracts:	<input checked="" type="checkbox"/>
Print Regulator Info:	<input checked="" type="checkbox"/>

3. On **Call Entry Parameters** screen, select the information you want to include in the report.
4. Click the **Print** button. The report will be printed directly to the default printer.

 How to install i21 Direct Printing can be found on the iNet page.

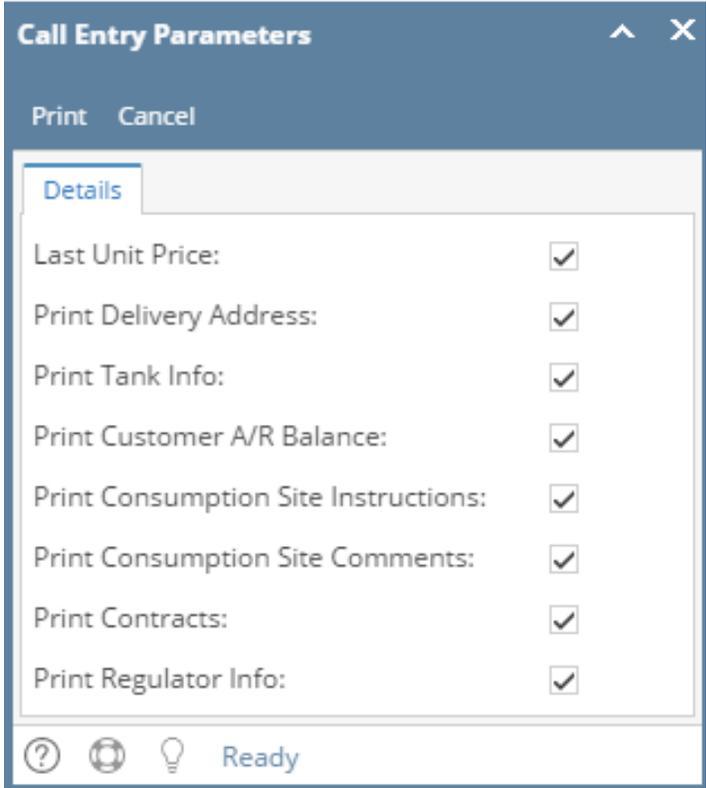
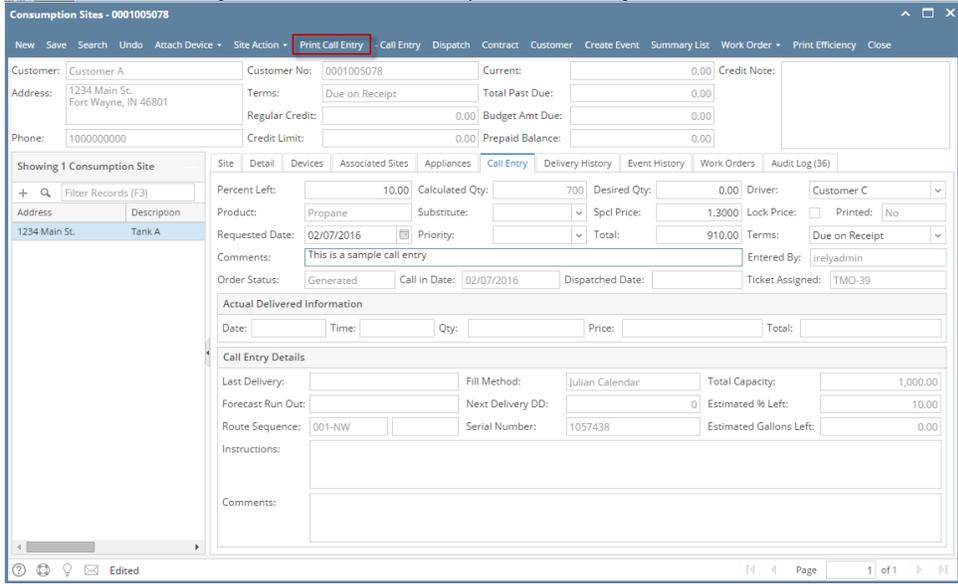
The **Print Call Entry** toolbar button will directly send the report to the default printer. In order for this button to work accordingly, the **i21 Direct Printing** should be installed to the machine of the client.

Printing the Call Entry Printout report can be done in two ways:

1. Via the Consumption Sites > Print Call Entry toolbar button.
2. Via the Report Manager. See also [How to Preview a Tank Management Report](#)

Here are the steps on how to print the Call Entry Printout report via the Consumption Sites screen.

1. Open the Consumption Sites record with an active Call Entry.
2. Click the **Print Call Entry** toolbar button. This will open the **Call Entry Parameters** screen.



3. On **Call Entry Parameters** screen, select the information you want to include in the report.
4. Click the **Print** button. The report will be printed directly to the default printer.

 How to install i21 Direct Printing can be found on the iNet page.

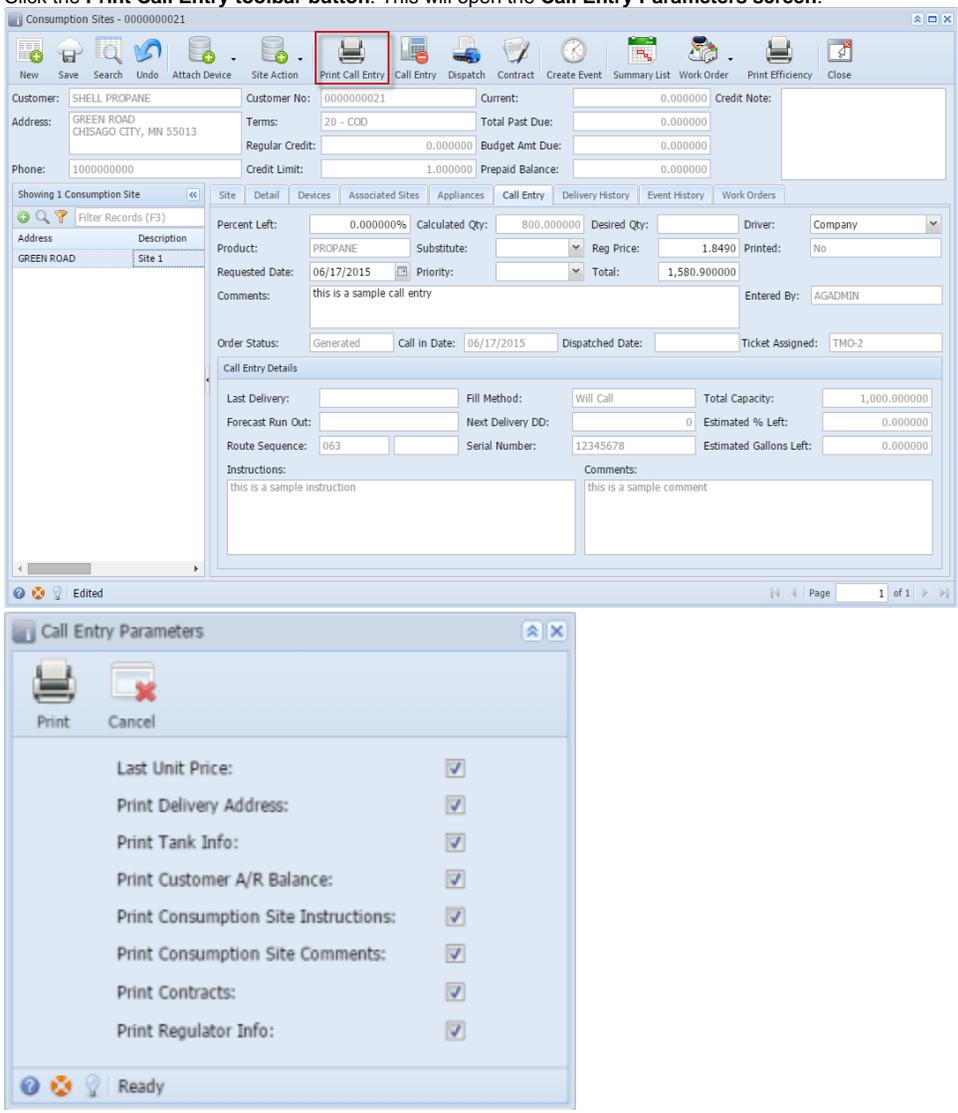
The **Print Call Entry** toolbar button will directly send the report to the default printer. In order for this button to work accordingly, the **i21 Direct Printing** s should be installed to the machine of the client.

Printing the Call Entry Printout report can be done in two ways:

1. Via the Consumption Sites > Print Call Entry toolbar button.
2. Via the Report Manager. See also [How to Preview a Tank Management Report](#)

Here are the steps on how to print the Call Entry Printout report **via the Consumption Sites screen**.

1. [Open the Consumption Sites record](#) with an active Call Entry.
2. Click the **Print Call Entry** toolbar button. This will open the **Call Entry Parameters** screen.



3. On **Call Entry Parameters** screen, select the information you want to include in the report.
4. Click the **Print** button. The report will be printed directly to the default printer.

 How to install i21 Direct Printing can be found on the [iNet](#) page.

The **Print Call Entry** toolbar button will directly send the report to the default printer. In order for this button to work accordingly, the **i21 Direct Printing** should be installed to the machine of the client.

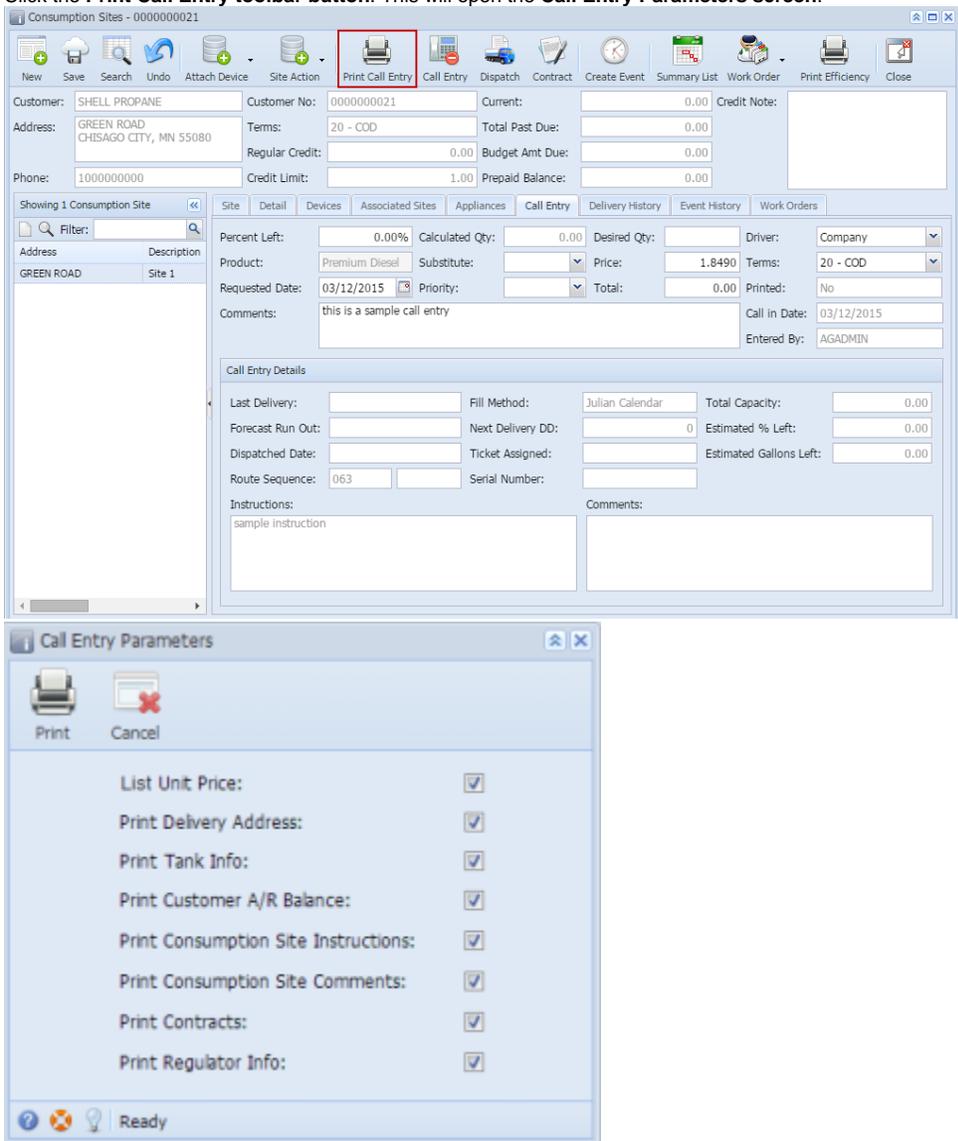
Printing the Call Entry Printout report can be done in two ways:

1. Via the Consumption Sites > Print Call Entry toolbar button.
2. Via the Report Manager. See also [How to Preview a Tank Management Report](#)

Here are the steps on how to print the Call Entry Printout report **via the Consumption Sites screen**.

1. [Open the Consumption Sites record](#) with an active Call Entry.

2. Click the **Print Call Entry** toolbar button. This will open the **Call Entry Parameters** screen.



3. On **Call Entry Parameters** screen, select the information you want to include in the report.
4. Click the **Print** button. The report will be printed directly to the default printer.

 How to install i21 Direct Printing can be found on the iNet page.