

## 15.06. 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 association 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:

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:

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:

Number of labels to print: 1998  
Cancel OK

Delete OK & Previous OK & Next Cancel OK

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:

The screenshot shows the 'Supplier invoice' window in mSupply. The window has a header bar with the title 'Supplier invoice'. Below the header, there are several input fields and buttons. The 'Name' field is set to 'Test supplier 01'. The 'Their ref' field is set to 'testsup01'. The 'Comment' field is empty. The 'Confirm date' is set to '00/00/00'. The 'Category' is set to 'None'. The 'Colour' is set to 'Black'. The 'Invoice number' is 0. The 'Entry date' is 28/01/2019. The 'Status' is 'nw'. The 'Goods received ID' is 0. The 'Purchase Order ID' is 0. The 'Entered by' is 'user 1 (pass=)'. The 'Store' is 'General'. There are three buttons: 'New line', 'Delete line', and 'Print barcode labels'. The 'Print barcode labels' button is highlighted with a red box. Below the buttons, there are tabs: 'General', 'Summary by Item', 'Summary by Batch', 'Price', and 'Log'. The 'General' tab is selected. It contains a table with the following columns: 'L...', 'Lo...', 'Item Name', 'Qty', 'Pack', 'Batch', 'Expiry', 'Cost Price', 'Sell Price', and 'Price extension'. The table is empty. Below the table, there are three icons: a magnifying glass, a printer, and a checkmark. To the right of the icons, there is a section for 'Other charges' with a text box for 'Item(s):' and a text box for 'Amount:' set to '0.00'. To the right of this section, there are three lines of text: 'Subtotal: 0.00', '0 % tax: 0.00', and 'Total: 0.00'. At the bottom of the window, there are checkboxes for 'Hold' and 'Finalise'. The 'Export batch' is 0 and the 'Margin' is 0.00. There are three buttons: 'OK & Next', 'Delete', and 'OK'. The 'OK' button is highlighted.

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:

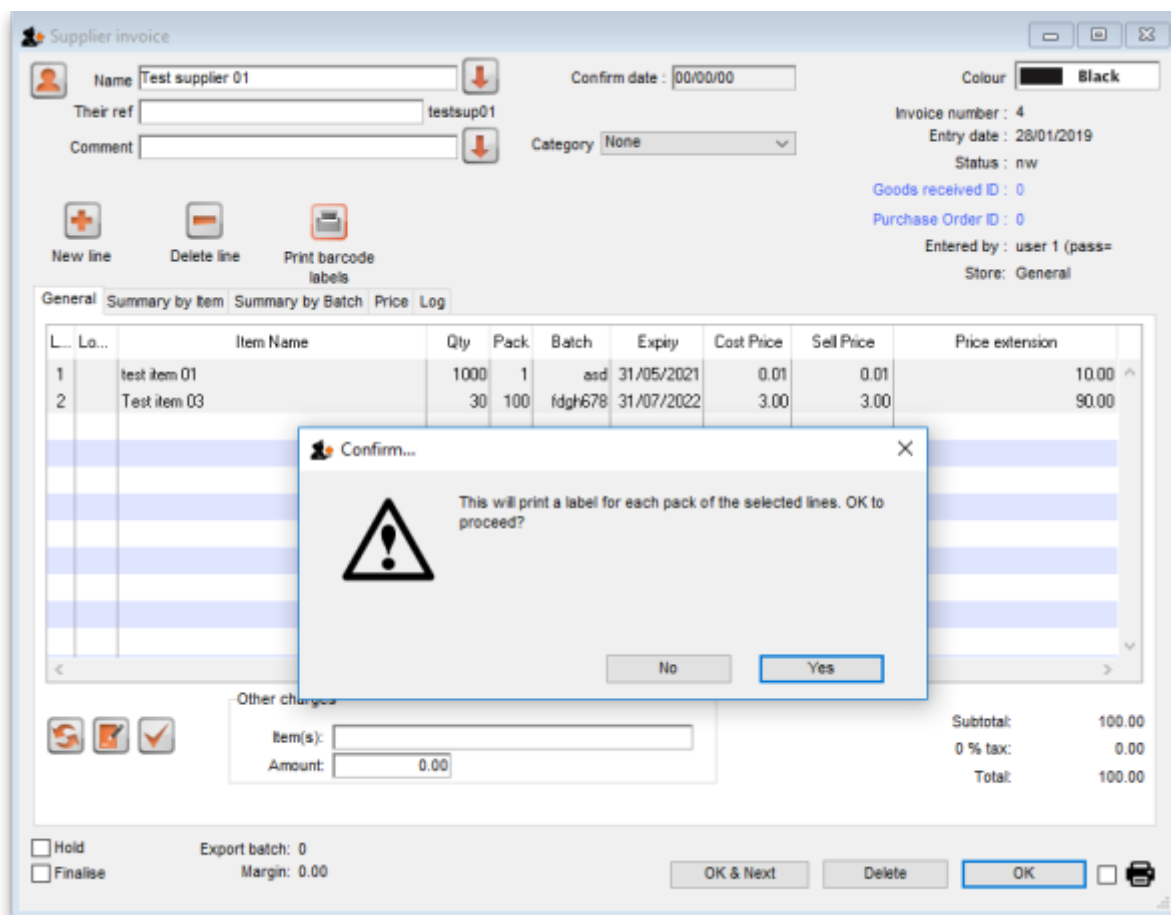
The screenshot shows the 'Supplier invoice' window in mSupply. At the top, there are fields for 'Name' (Test supplier 01), 'Confirm date' (00/00/00), 'Colour' (Black), 'Their ref' (testsup01), 'Comment', 'Category' (None), 'Invoice number' (4), 'Entry date' (28/01/2019), 'Status' (nw), 'Goods received ID' (0), 'Purchase Order ID' (0), and 'Entered by' (user 1). Below these are buttons for 'New line', 'Delete line', and 'Print barcode labels'. The main table has columns: L., Lo., Item Name, Qty, Pack, Batch, Expiry, Cost Price, Sell Price, and Price extension. It contains two rows: '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). A modal dialog titled 'Number of labels to print' is open, showing a text box with '1000' and 'OK'/'Cancel' buttons. 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		Subtotal
Item(s):		100.00
Amount:	0.00	0 % tax: 0.00
		Total: 100.00

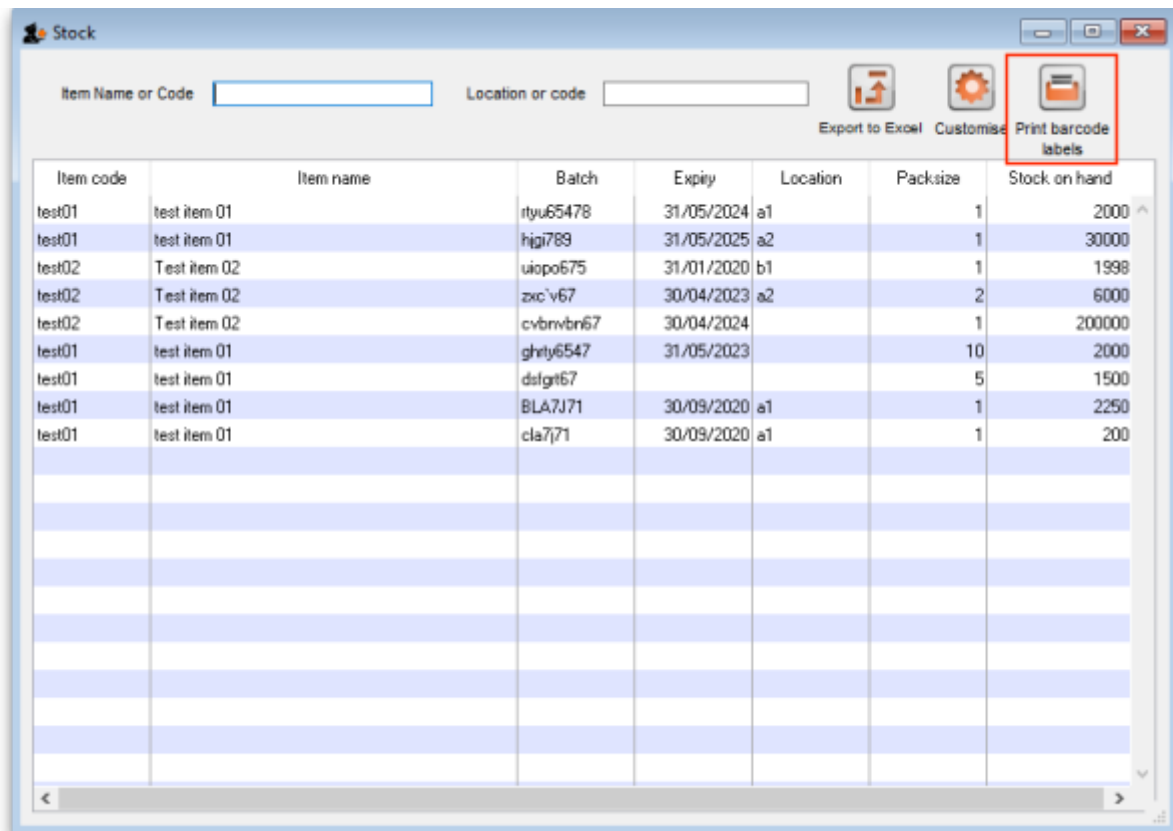
You can edit the number to something else if you wish. When you click on the *OK* button, the entered number of labels will be printed from your label printer.

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:

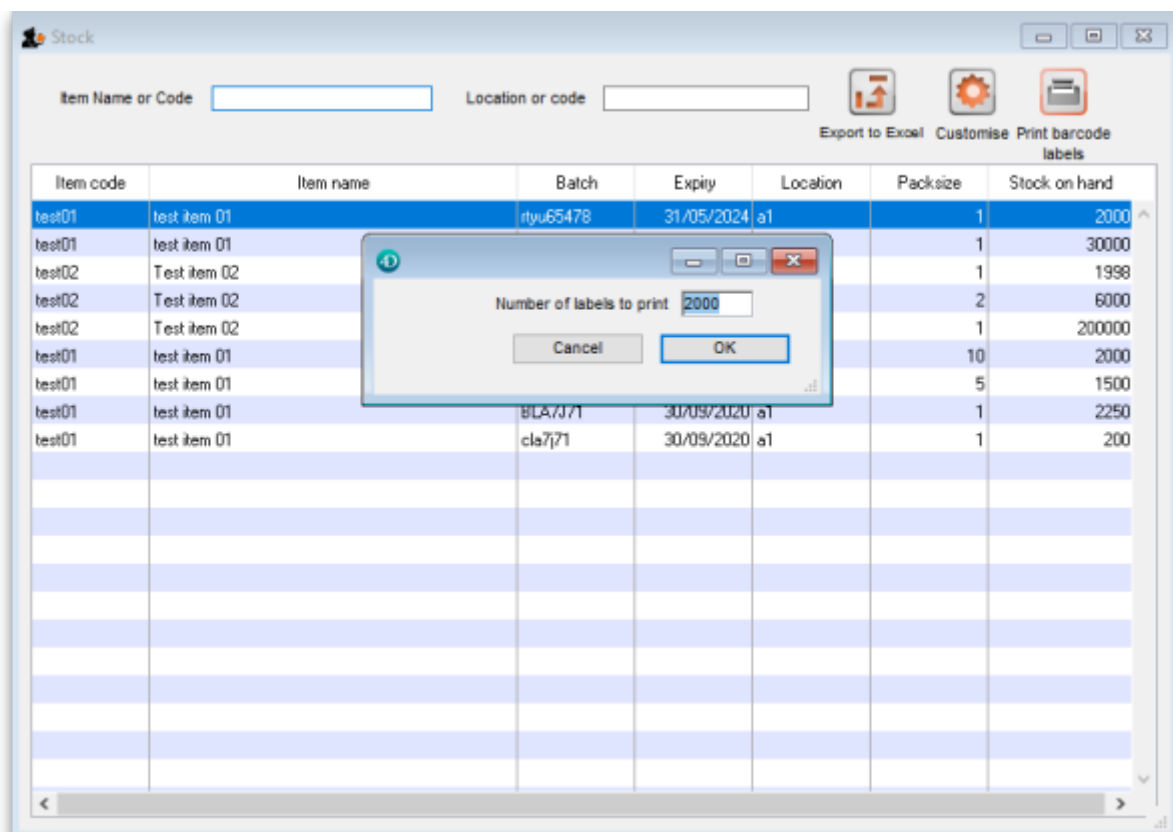


## Stock list

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:

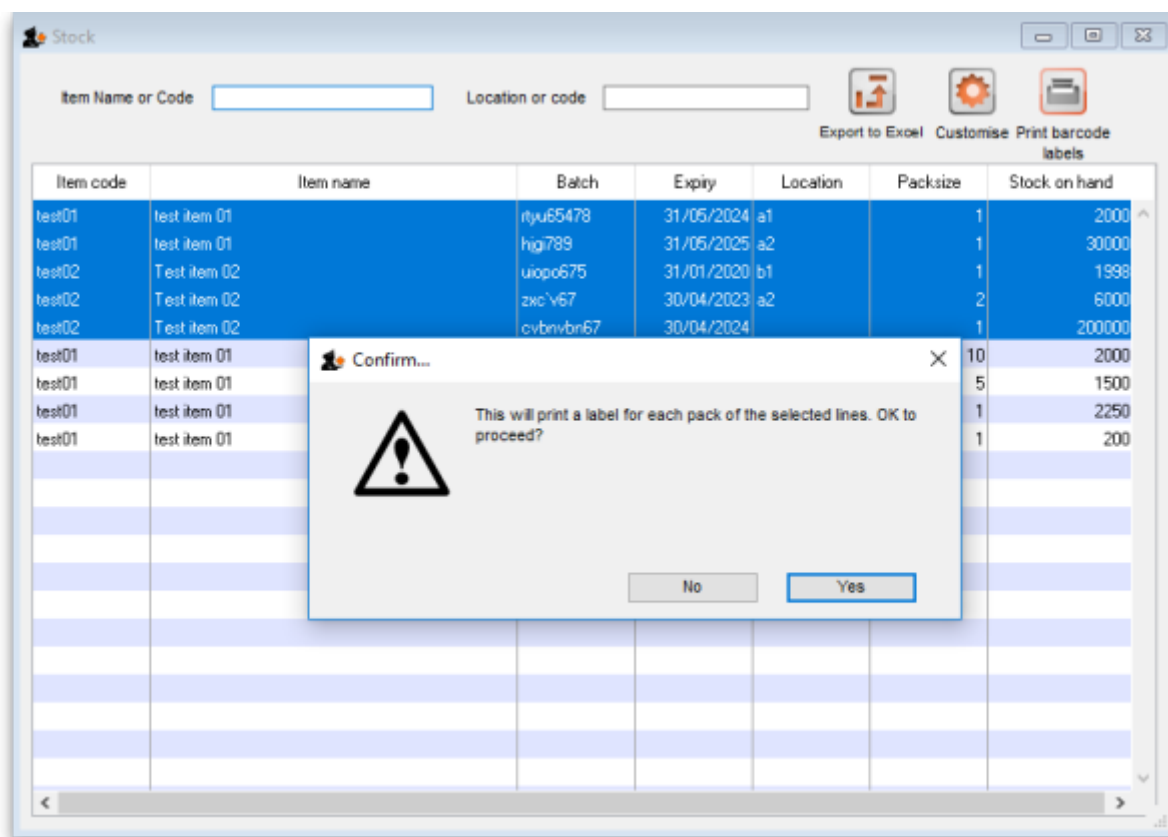


You can click on a single line before clicking on the *Print barcode labels* button, in which case mSupply offers to print a label for each pack in the selected line. You can edit the number to something else if you wish:



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:



Previous: [15.05. Barcode scanning and pick list checking](#) | | Next: [15.07. Barcode scanning and prescriptions](#)

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Last update: **2021/10/08 09:12**

