

**CHAPTER 41 – FACILITY PRINTERS ..... 2**

FACILITY/PRINTERS..... 2

## CHAPTER 41 – FACILITY PRINTERS


Use this screen to view and maintain the printer ID's used by SYNAPSE for the facility.

- From the Setup Menu, select Facility/Printers.


The screen will display as follows:

Printer ID	Description	Print Queue	Type	Stock	Printer #	Host	Windows Share
23	22	1	Bar Code				
LBL	LABEL PRINTER	2	Bar Code	Large Label	1	\\10.5.12.182	
MED	MEDIUM LABEL	1	Bar Code	Medium Label			
MS	NO PRINTER	1	Bar Code	Medium Label			Microsoft Office Document Image Writer (from J
RPT	REPORT PRINTER	1	Laser	Medium Label	2	\\10.5.12.182	HP LaserJet 55i (from JWEBER) in session 25
SM	SMALL LABEL	7	Bar Code	Small Label			

### Facility/Printers

To add an additional printer, click on the add  button to clear the screen.

- Enter a unique Printer ID.
- Enter a description.
- Enter a valid print UNIX/Linux print queue. See your System Administrator for information.
- Select the Type and stock (if applicable).
- If applicable, enter the Printer # - this is the number used by the Software Print Server to identify separate printers.
- If applicable, enter the Host - this is either the IP address or DNS name of the machine on which the Software Print Server is executing
- If applicable, select the Windows Share printer used for printing the Packlist after an RF Shipping Audit.

- After completing the screen, click on the update symbol  to save your data.