



Operations Label and Forms System (OLAFS)

Airport Label

**Package Project Management
Version 1.0**



United Parcel Service

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Overview

Airport Label - The Operations Label Print application is used to reprint Airport Sort labels. These labels are used in operations for World Wide Express Freight Air pallets.

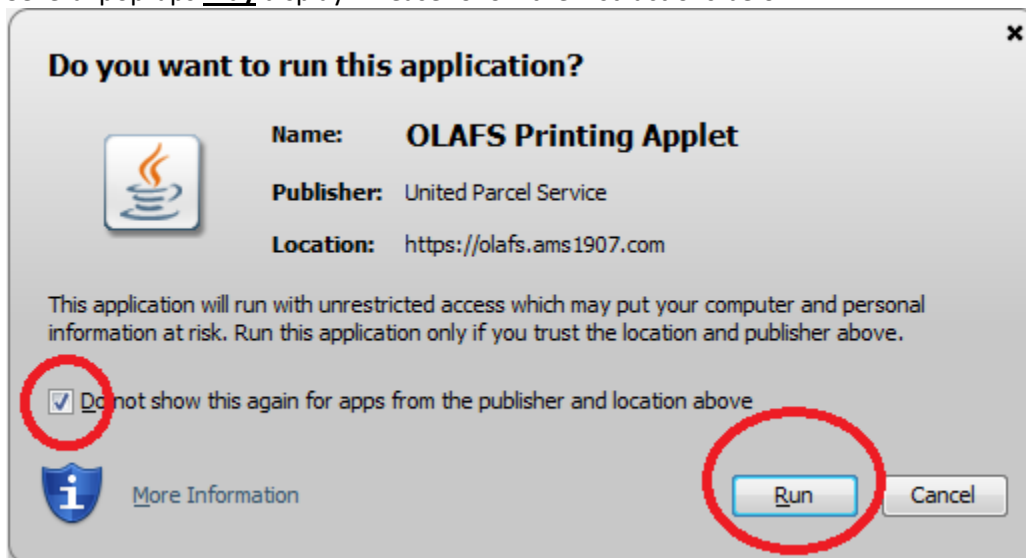
Glossary

Term	Definition
OLAFS	Operations Label and Forms System: Operations' label print application.

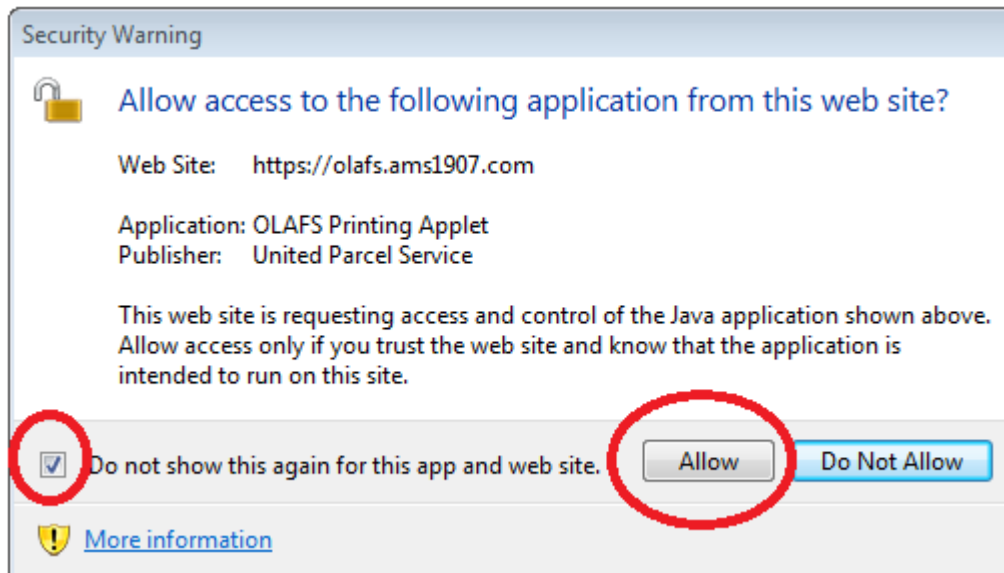
OLAFS / Airport - URL access

- <https://olafs.inside.ups.com/olafp/facade/olafsportal.html>

Several pop-ups may display. Please follow the instructions below.



- Check the [Do not show this again for this app...].
- Click [Run]



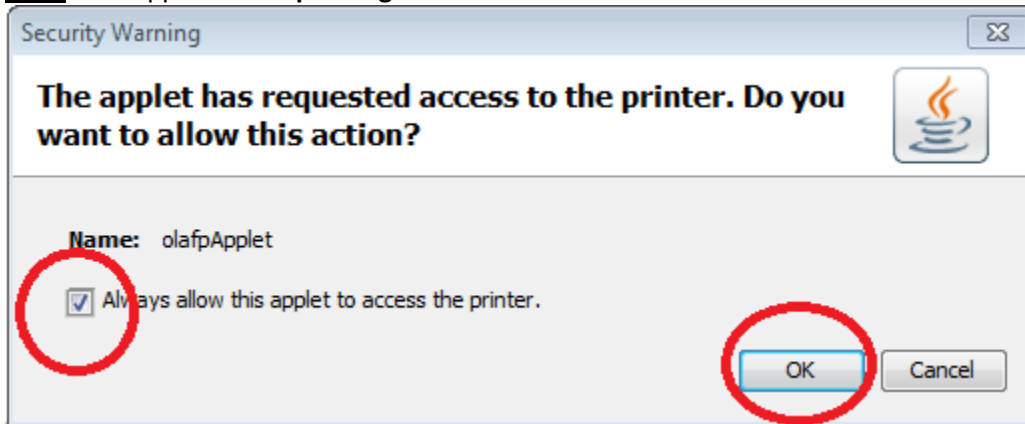
- Check the [Do not show this again for this app and web site].
- Click [Allow]



- Click [Cancel]



Note: Will appear when **printing** for the **first time**.



- Check the [Always allow this applet to access the printer].
- Click [OK]

Accessing the Airport Application

- These labels are used in operations for World Wide Express Freight Air pallets.
 - <https://olafs.inside.ups.com/olafp/facade/olafsportal.html>



- Click [Airport Label]



Workstation / Printer Setup

- **Note:** When first accessing **Airport Label**, you will be prompted to setup your **[Workstation Setup]**.

Operations Label and Forms System

Airport Label Application Selected Printer: \\SVRP0001F78F\PR_670_A200_WGP

Print Label **Workstation Setup**

Workstation Setup

Language : English

Printer Type : LASER

Default Printer : \\SVRP0001F78F\PR_670_A200_WGP

Save

- Select GUI Language
- Select the **[Printer Type]**
- Select the **[Default Printer]**
- Click on **[Save]**

Print Label

Operations scans/keys the **AP Sticker ID's** to print out the official UPS Smart labels for each package.

Airport Label Application Selected Printer: \\SVRP0001F78F\PR_670_A200_WGP

Print Label **Workstation Setup**

Print Label

Tracking Number :

Number of Copies : 5

Label Type : 4X3

Print

- Scan/key **[Tracking Number]**
- Select **[Numbers of Copies]**
- Select **[Label Type]**
- Click **[Print]**



Package Project Management

- If 'Tracking Number Not Found', you will need to enter the following:

Airport Label ApplicationSelected Printer: \\SVRP0001F78F\

Print Label | Workstation Setup

TRACKING NUMBER NOT FOUND. ENTER DESTINATION INFORMATION FROM ADDRESS LABEL.

Country:	<input type="text" value="Not Selected"/>
City:	<input type="text"/>
State/Province:	<input type="text" value="Not Selected"/>
Zip/Postal Code:	<input type="text"/>
Service Type:	<input type="text" value="UPS WORLDWIDE EXPRESS FREIGHT"/>

Done **Cancel**

- [Country]
- [City]
- [State/Province]
- [Zip/Postal Code]
- Click on [Done]

END