



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.

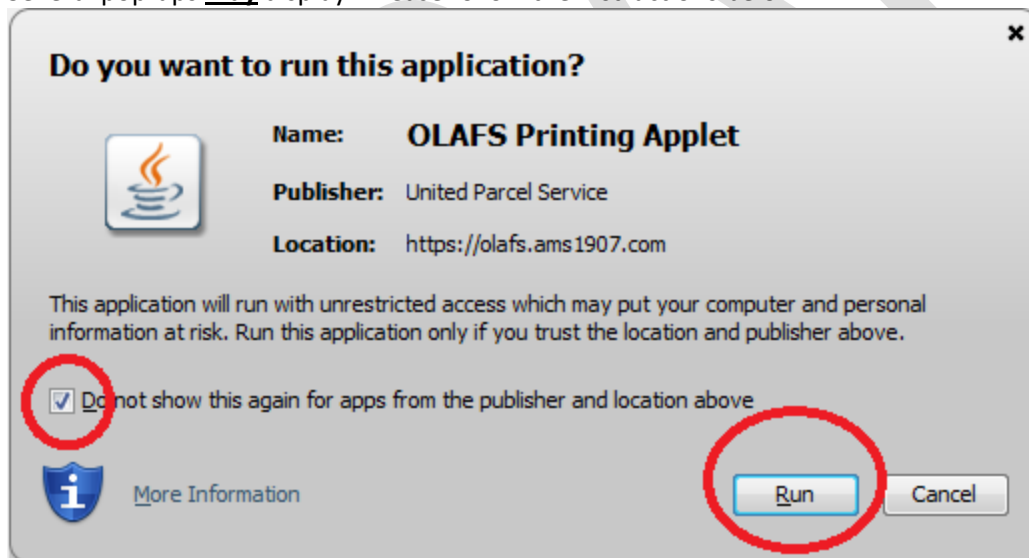
Glossary

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

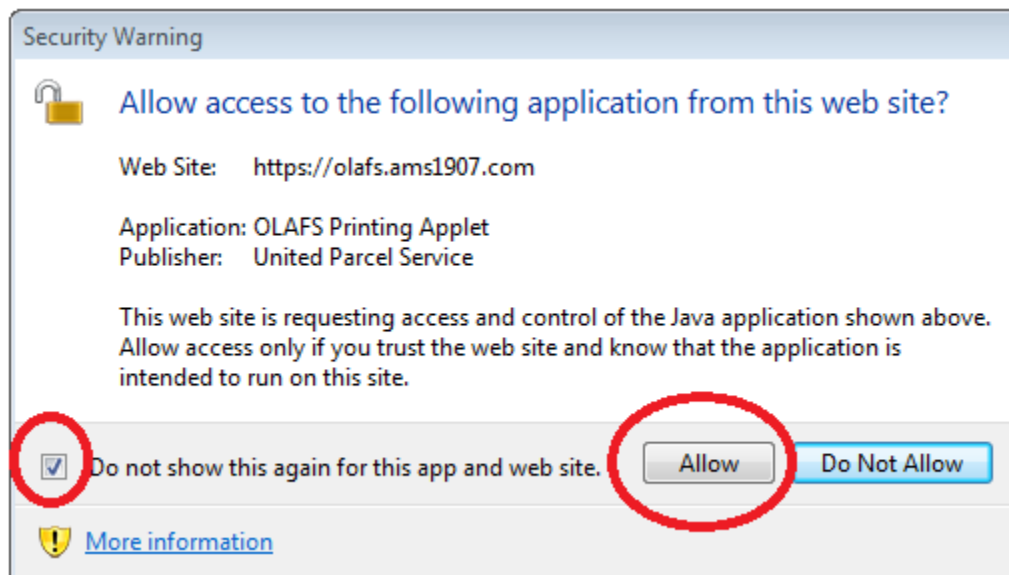
OLAFS / Airport - URL access

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

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



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



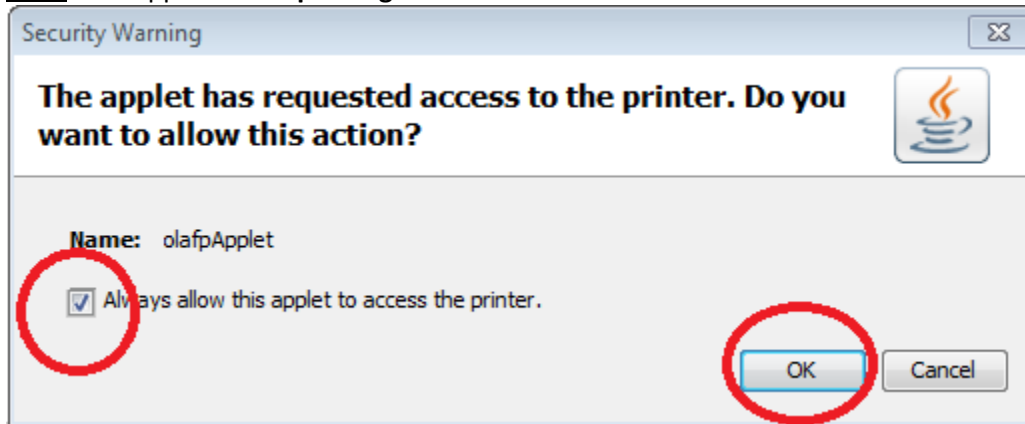
- Check the [Do not show this again for this app and web site].
- Click [Allow]



- Click [Cancel]



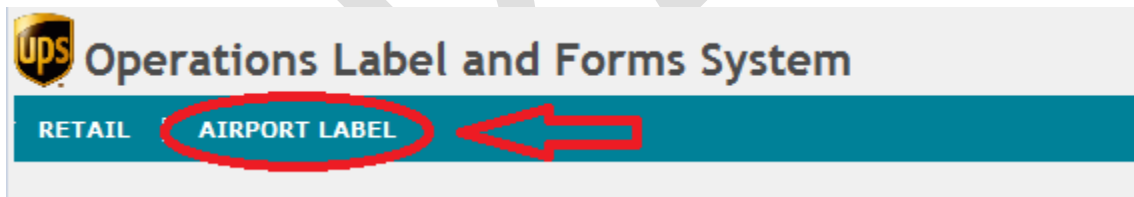
Note: Will appear when **printing** for the **first time**.



- 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/olafportal.html>



- Click [Airport Label]



Workstation / Printer Setup

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

Airport Label Application

Version: 1.0.0 Selected Printer:

Print Label **Workstation Setup**

Workstation Setup

Model Number : Select Model Number ▼

Default Printer : Send To OneNote 2013 ▼

Language : English ▼

Save

- Select the **[Model Number]**
 - If you are using a network printer, select Laser.
- 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

Version: 1.0.0 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]**



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

Airport Label Application

Version: 1.0.0 Selected Printer: \\SVRP0001F78F\PR_670_A200_WGP

Print Label | **Workstation Setup**

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

Country: ▼

City:

State/Province: ▼

Zip/Postal Code:

Service Type: ▼

Done **Cancel**

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

END