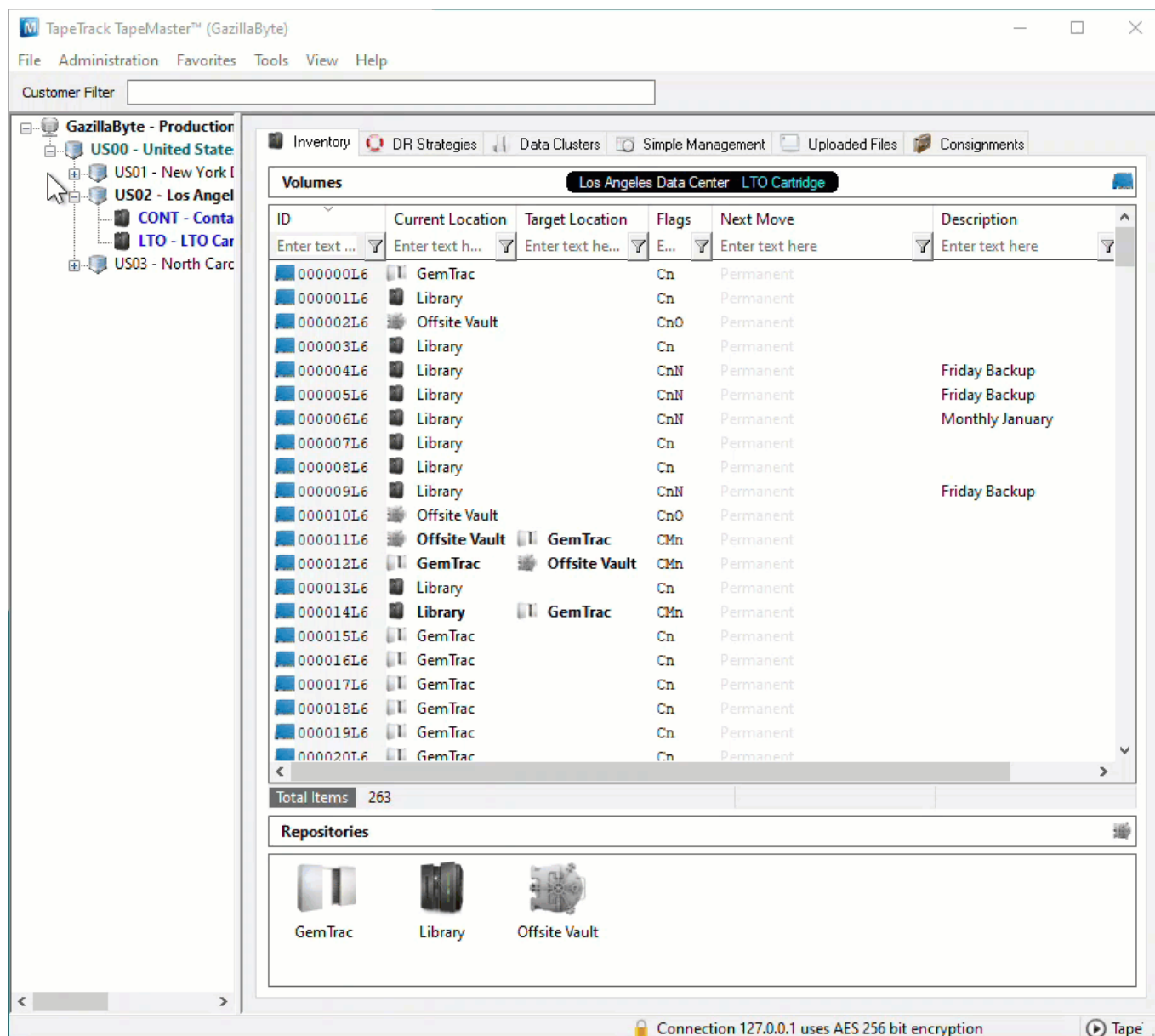


# Printing Zone Barcodes

Zone barcodes can be printed from TapeTrack TapeMaster using the TapeTrack Barcode Printer.

Identify what zone ID barcodes required to print by right-clicking the repositories, in the respective customer media types, and select Properties and then the Zones tab.

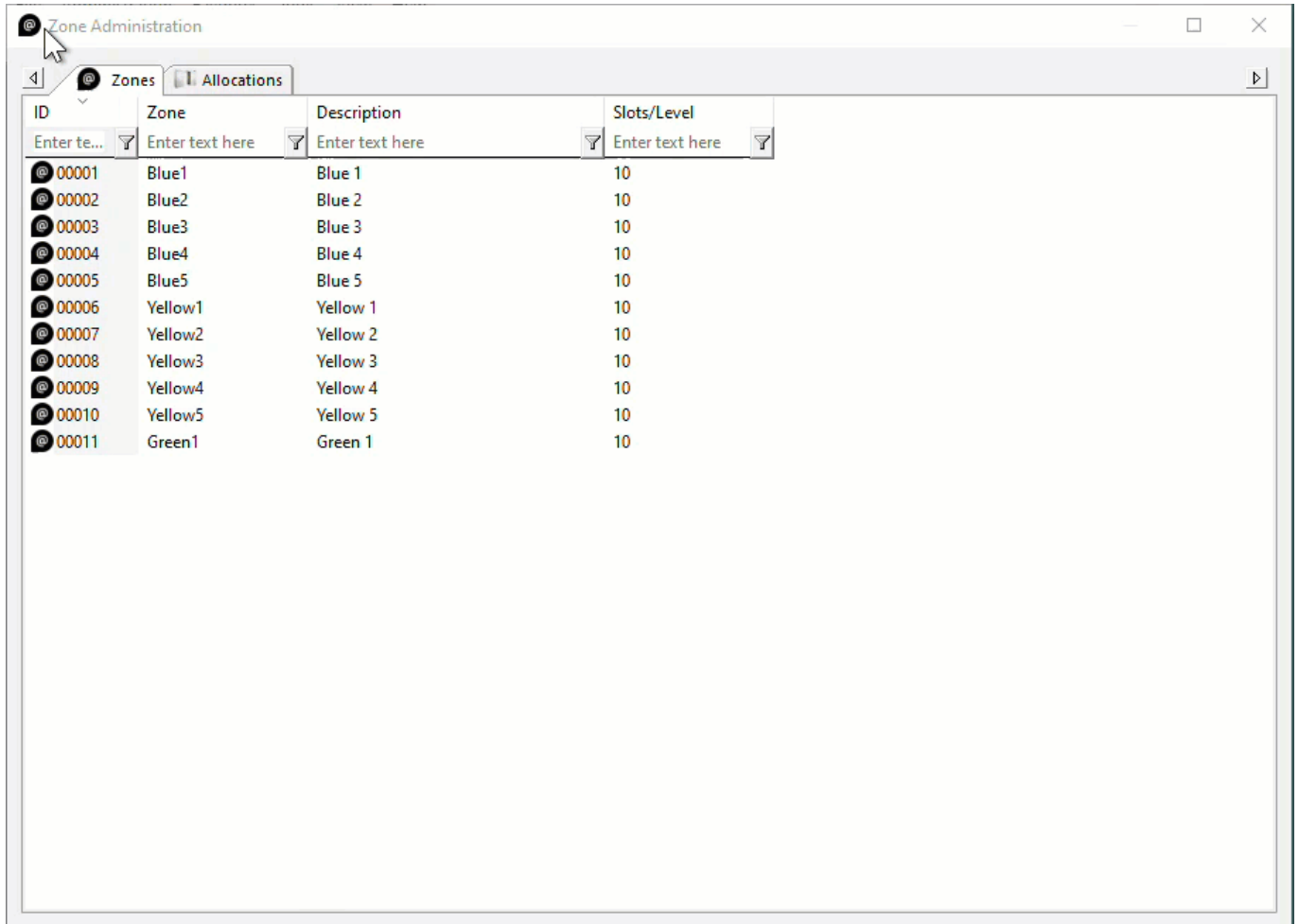
In the Zone Administration window under the heading **Zone** is the Zone-ID number and Zone description (in the format number:description). Record these details and close the window by the X at the top right or using the Cancel button.



From the main menu, select Administration→Zone Administration.

From the displayed zones, select the required zones (range select Shift+Click, Control+Click).

Right-click the highlighted zones and select Print→Labels to pass the barcodes through to the TapeTrack Barcode Printer.



## Editing Print Layout

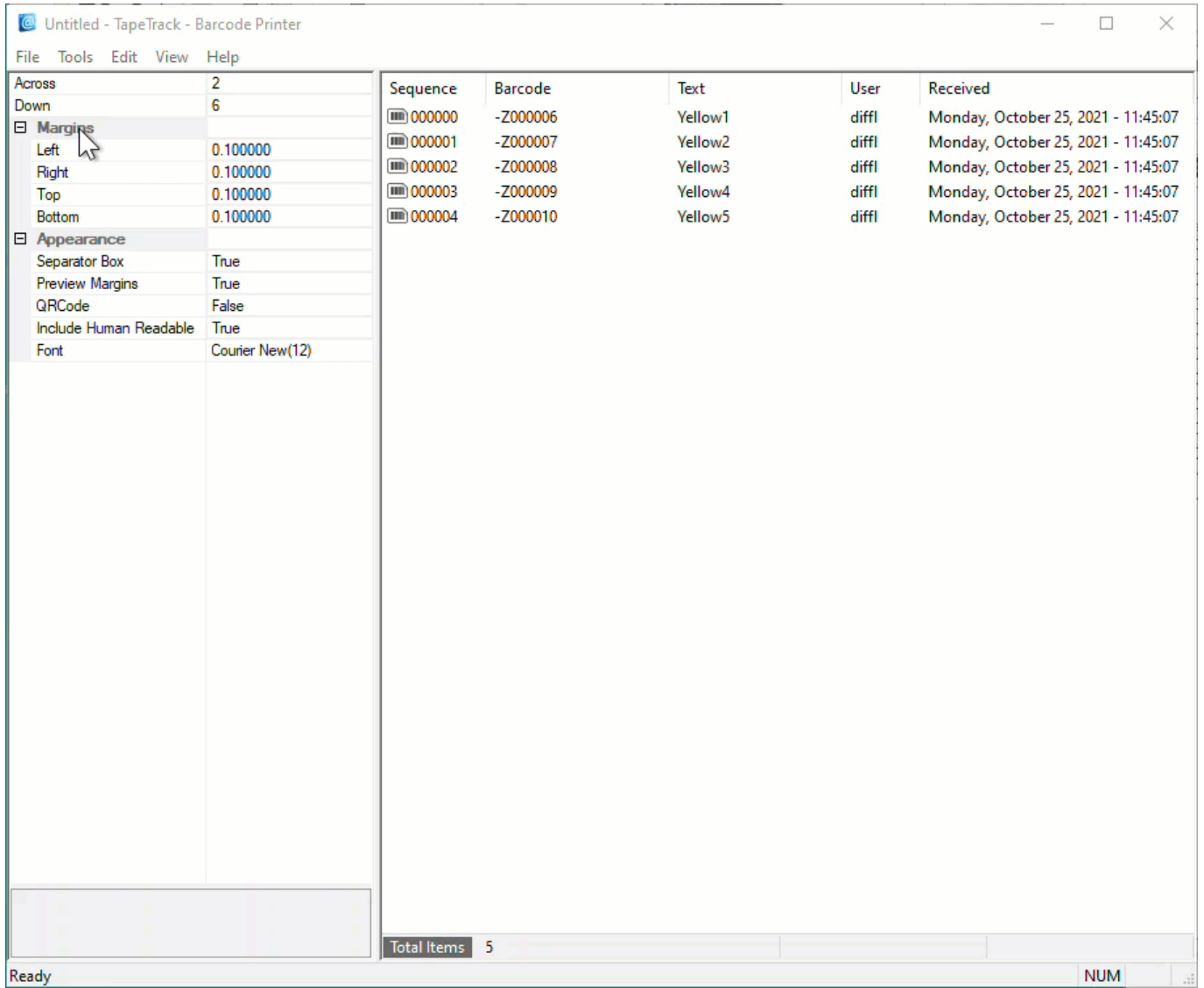
Use the left window pane on the Barcode Printer to edit the print layout options to suit your requirements.

- Across: Number of barcodes to print across the page.
- Down: The number of barcodes to print down the page.
- Margins: Margins to be placed around the barcodes
  - Left: Left margin padding
  - Right: Right margin padding
  - Top: Top margin padding
  - Bottom: Bottom margin padding
- Appearance:
  - Separator Box: Adds a grey border around each Barcode to aid in separating individual Barcodes when manually cutting them out.
  - Preview Margins: Adds a preview of print boundaries to aid in confirming Barcode will print within a specified area.
  - QR Code: Adds a QR code to the Barcode label.
  - Include Human Readable: Adds text representation of Barcode to make it readable by Humans.
  - Font: Sets font for Human Readable content, does not alter Barcode.

| Sequence | Barcode  | Text    | User  | Received                            |
|----------|----------|---------|-------|-------------------------------------|
| 000000   | -Z000006 | Yellow1 | diff1 | Monday, October 25, 2021 - 11:45:07 |
| 000001   | -Z000007 | Yellow2 | diff1 | Monday, October 25, 2021 - 11:45:07 |
| 000002   | -Z000008 | Yellow3 | diff1 | Monday, October 25, 2021 - 11:45:07 |
| 000003   | -Z000009 | Yellow4 | diff1 | Monday, October 25, 2021 - 11:45:07 |
| 000004   | -Z000010 | Yellow5 | diff1 | Monday, October 25, 2021 - 11:45:07 |

## Preview Print Layout

From the Main Menu, select File → Print Preview



From the preview screen, you can click Print if your happy with the layout, or Close to return back to the Barcode Printer to make further adjustments.

## Closing The Barcode Printer

To close the Barcode Printer, from the Main Menu select File → Exit or click the X at the top right of the window.

Barcode\_Import\_File.txt - TapeTrack - Barcode Printer

File Tools Edit View Help

|                        |                  |
|------------------------|------------------|
| Across                 | 2                |
| Down                   | 6                |
| <b>Margins</b>         |                  |
| Left                   | <b>12.100000</b> |
| Right                  | 0.100000         |
| Top                    | 0.100000         |
| Bottom                 | 0.100000         |
| <b>Appearance</b>      |                  |
| Separator Box          | <b>False</b>     |
| Preview Margins        | True             |
| QRCode                 | False            |
| Include Human Readable | True             |
| Font                   | Courier(-9)      |

|                        |                   |
|------------------------|-------------------|
| Across                 | 2                 |
| Down                   | 6                 |
| <b>Margins</b>         |                   |
| Left                   | 0.100000          |
| Right                  | 0.100000          |
| Top                    | 0.100000          |
| Bottom                 | 0.100000          |
| <b>Appearance</b>      |                   |
| Separator Box          | True              |
| Preview Margins        | True              |
| QRCode                 | False             |
| Include Human Readable | True              |
| Font                   | <b>Courier(9)</b> |

| Sequence | Barcode  | Text     | User | Receiv |
|----------|----------|----------|------|--------|
| 000000   | 00000L6  | 00000L6  |      | Friday |
| 000001   | 000001L6 | 000001L6 |      | Friday |
| 000002   | 000002L6 | 000002L6 |      | Friday |
| 000003   | 000003L6 | 000003L6 |      | Friday |
| 000004   | 000004L6 | 000004L6 |      | Friday |
| 000005   | 000006L6 | 000006L6 |      | Friday |
| 000006   | 000007L6 | 000007L6 |      | Friday |

Total Items 7

Ready NUM

barcode, print, tapemaster, update doco

From: <https://rtfm.tapetrack.com/> - **TapeTrack Documentation**

Permanent link: [https://rtfm.tapetrack.com/print\\_barcodes/zones?rev=1617602216](https://rtfm.tapetrack.com/print_barcodes/zones?rev=1617602216)

Last update: **2025/01/21 22:07**

