

Generating Print Jobs from an Order

Any order type (Sales, Transfers, Purchases) can be converted into a print job to quickly print RFID labels for the items

This article outlines how to convert each order type into a print job

Converting a Sales Order into a Print Job

- 1. **Update** the order status to "Shipping"
 - 2. **Click** Save
 - 3. **Open** the order again
- A "Print" button will appear in the top right corner of the Order

Orders > Sales 99079

Order #: Sales 99079

Create Date: 06/04/2025

Status: Shipping

Shipping Method:

Origin: Store - Shop location

Customer Name: Russell Winfield

Product

Type to search products...

Title	SKU	Ordered*	IPC*	Items	Shipped*
2	2		2		
 SHOES ADIDAS KID'S STAN SMITH white 1	AD-02-white-1	1	1	1	0/1
 ACCESSORIES ADIDAS CLASSIC BACKPACK black OS	AD-03-black-OS	1	1	1	0/1

Save

- 4. **Click** Print

The order details are loaded into the print interface

- 1. **Choose** the Printer
- 2. **Choose** the Label design

3. **Click** Postpone to save the job

Orders > Sales 99079 > Create Print Job

Printer: ZD500R-300dpi ZPL
Layout: New layout
Ref: Sales 99079

Location: Shop location
Station: SIMPLERFID-LAPT

(Name)
(SKU)
(ISBN)

Product

☐ EPC Lock ☒ Epc Verification

Title	SKU	Ordered*	Received*	Print Tags	IPC*
2	2		2		
SHOES ADIDAS KID'S STAN SMITH white 1	AD-02-white-1	1	0	1	1
ACCESSORIES ADIDAS CLASSIC BACKPACK black OS	AD-03-black-OS	1	0	1	1

Postpone Print

4. **Click** Print to initiate the job immediately

Converting a Purchase Order into a Print Job

- 1. **Update** to Receiving Status
- 2. **Click** Print

Converting a Transfer Order into a Print Job

- 1. **Update** to Shipping Status
- 2. **Click** Print