



How to print your ScanConnect Labels

Step 1. – Login to our Website:

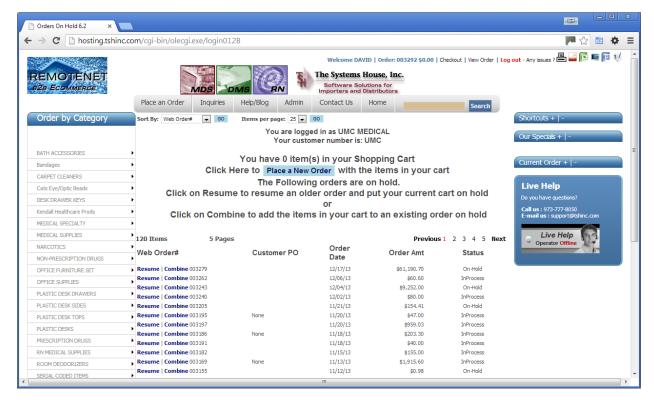


Step 2. - Click on an order to resume it or enter a new order

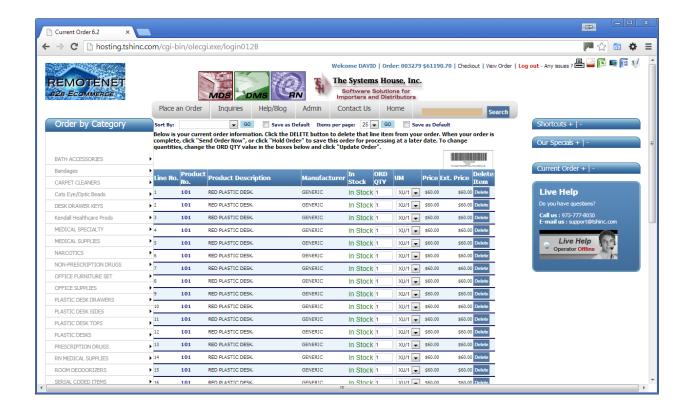








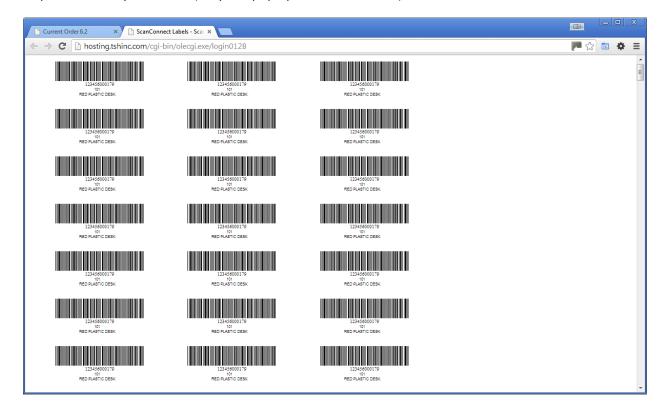
Step 3. – Click on the label image on the current order page







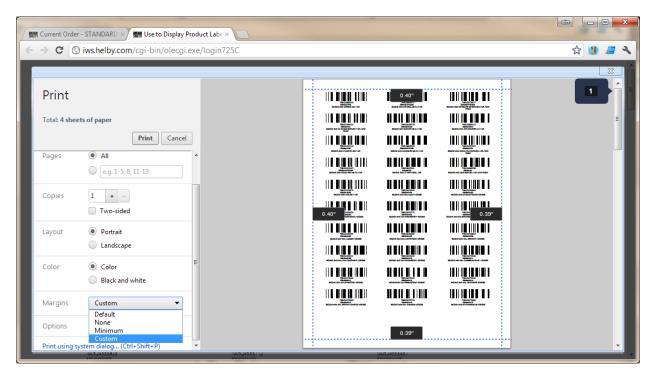
Step 4. – Review your Labels (they will pop up in a new window)



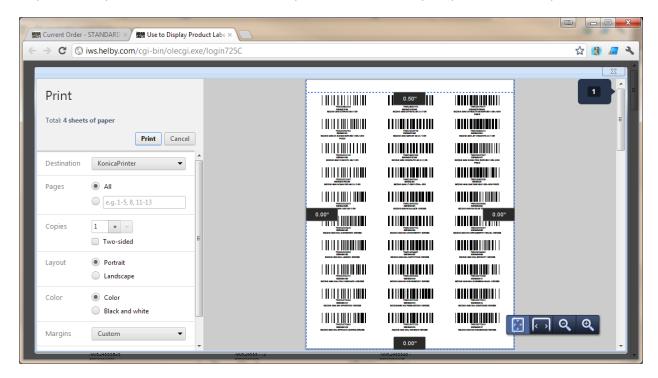
Step 5. – Update your margins and print your labels (hint: Control-P will bring up the print dialog on windows) – you will need to change to custom margins – choose 0.50 (1/2 inch) for the top margin and 0 for the left, right and bottom margins.







Step 6. - Load your labels (AVERY 5160 or compatible formats) into your printer and click print

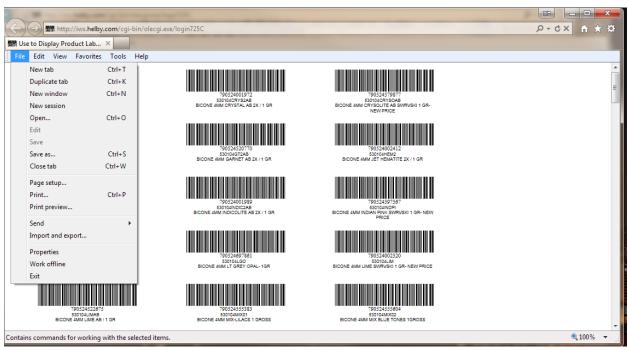


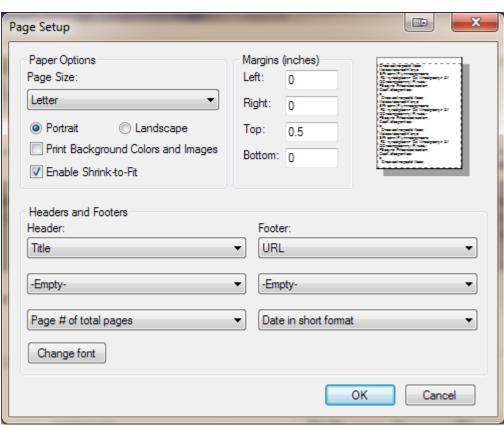
If you are using Internet Explorer – you will need to use the page setup option to adjust your margins















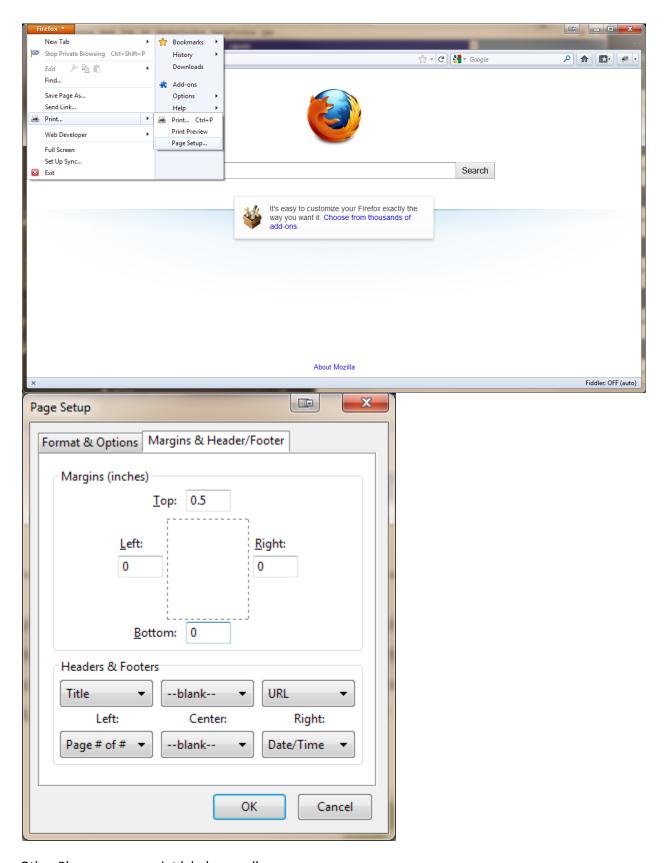


In Firefox you will need to use the page setup as well – and adjust the second tab







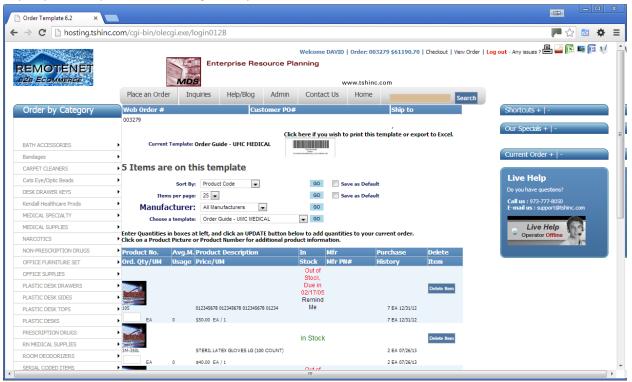


Other Places you can print labels as well

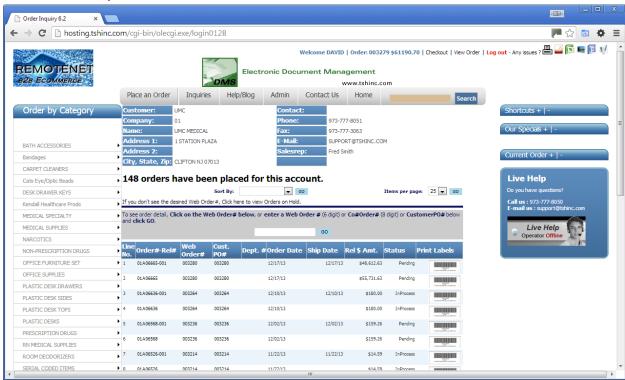




1. Any of your Templates/Purchasing History

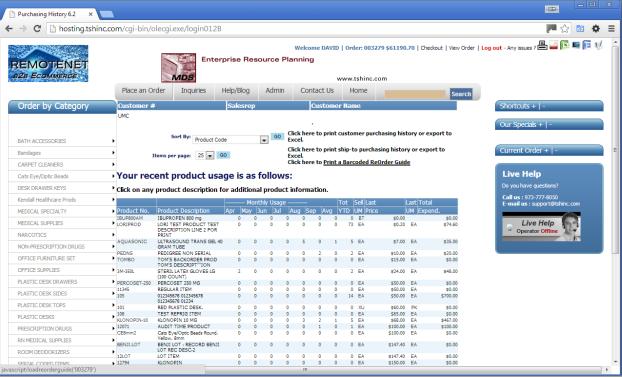


2. Your Order History



3. Your barcode Reorder Guide







4.