

Print Labels (Products)

Printing Product Labels in XPOS

XPOS includes a built-in feature that allows you to **print customized product labels** with barcodes and product details.

1. How to Open the Print Labels Screen

You can access the **Print Labels** screen in multiple ways:

1.1: From Products Menu

1. Go to **Products** → **Print Labels**.

2. Printing Labels – Step by Step

Once you are on the **Print Labels** screen, follow these steps:

Step 1: Add Products

- Search and add products using:
 - Product name
 - Barcode
 - SKU ID

Step 2: Set Label Quantity

- Enter the **number of labels** needed for each product.

Step 3: Choose Label Information

- Under **“Information to show in labels”**, select or deselect the details you want to print, such as:
 - Product name
 - Price
 - Barcode
 - SKU

Step 4: Select Barcode Settings

- Choose a **barcode layout** that matches your sticker paper.
- Common label formats are already available.
- To create a new layout:
 - Go to **Settings** → **Barcode Settings**

Step 5: Preview Labels

- Click **Preview** to review the labels before printing.

Step 6: Print Labels

- If the preview looks correct, click **Print**.

3. Important Printing Tips

- In the browser print window, always set **Margins** to **Default**.
- If some text appears cut off:
 - Hide unnecessary information, or
 - Use the **20 Labels Per Sheet** format for better spacing.

4. Common Error & Solution

Error: “Unsupported SKU ID for the selected barcode type”

Reason:

The product’s SKU does not match the required format for the selected barcode type.

Solution:

1. Edit the product.
 2. Change the **Barcode Type** to **Code 128**.
 3. Save the product.
 4. Try printing the label again.
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