

Label Printing Guide: Sierra Print Templates, Sierra Serials Checkin, and Connexion 1.50

In January of 2014 BGSU University Libraries went from Epson FX-850 Dot- Matrix Printers to Zebra GC420t thermal label printers on Windows 7 workstations. The following document shows how we set up the labels and software to create spine and pocket labels using: Sierra 1.1.3_4 Print Templates, Sierra 1.1.3_4 Serials Checkin, and Connexion 1.50.

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Ver. 4/10/14

I hope others find this information useful.

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Sierra , Innovative Interfaces Incorporated, Emeryville, CA
OCLC Connexion, OCLC, Dublin, OH
Windows 7, MicroSoft Corporation, Redmond, WA
Zebra GC420t, Zebra Technologies, Lincolnshire, ILL

Initial print driver installation: GC420t Printer



See [Appendix D](#) for additional printer information

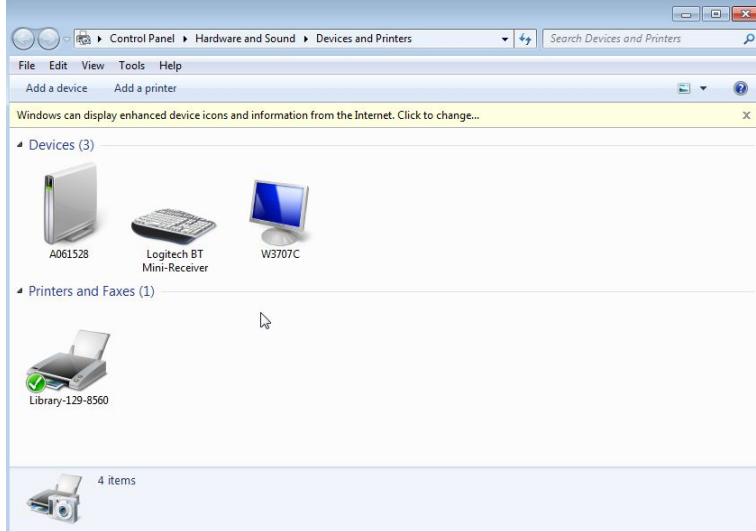
Plug USB cable into Printer and Computer

Turn on printer

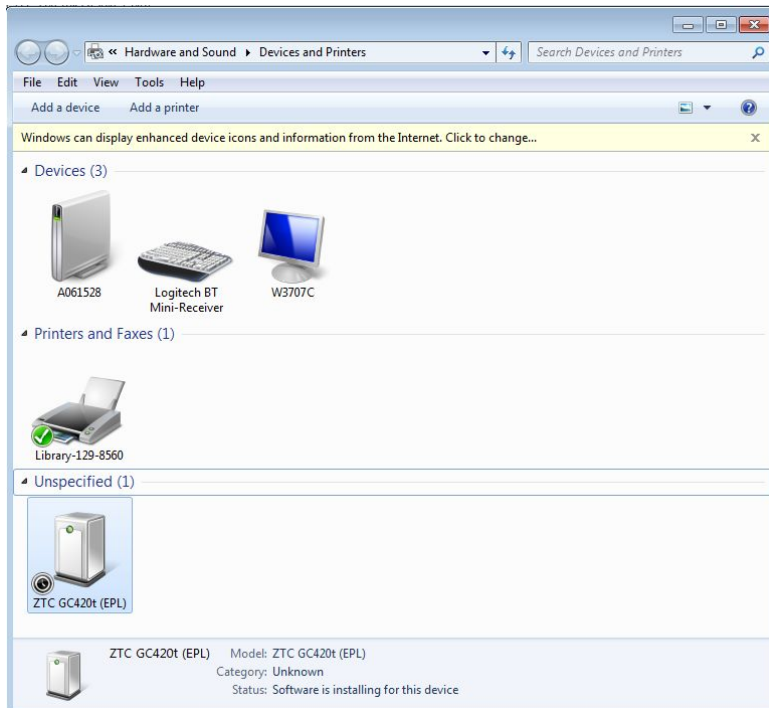
Windows 7.0 will search for a driver. (You may need to tell it to search the internet)

Part 1 Print driver installation and Sierra print templates configuration

Install Zebra GC420t EPL for use with Sierra Print Templates
Plug in printer USB drive to your computer and turn printer on.

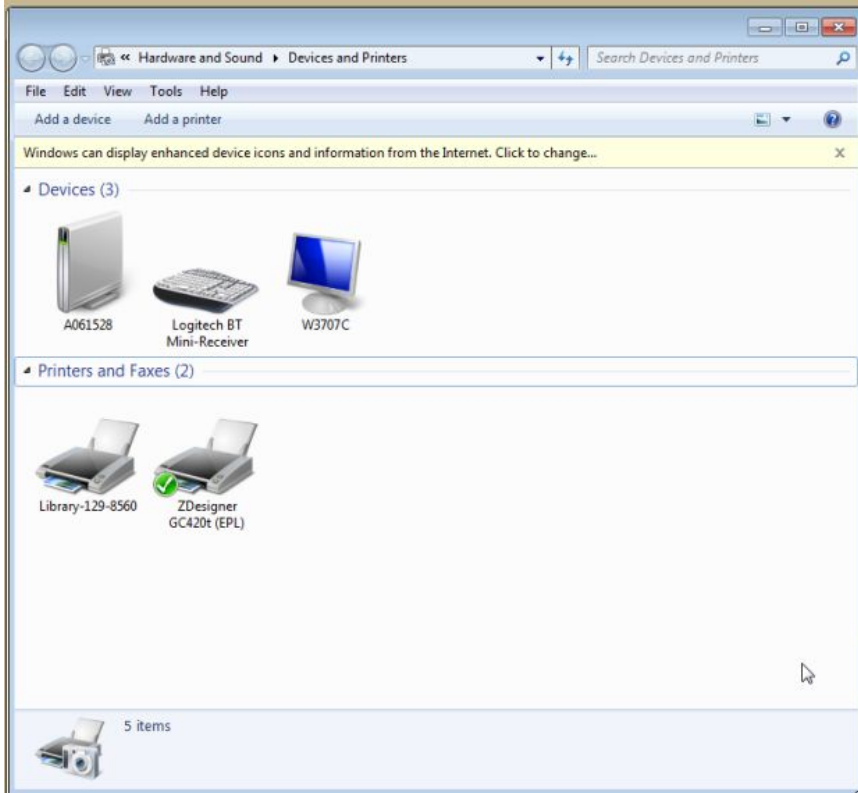


Auto screen 1

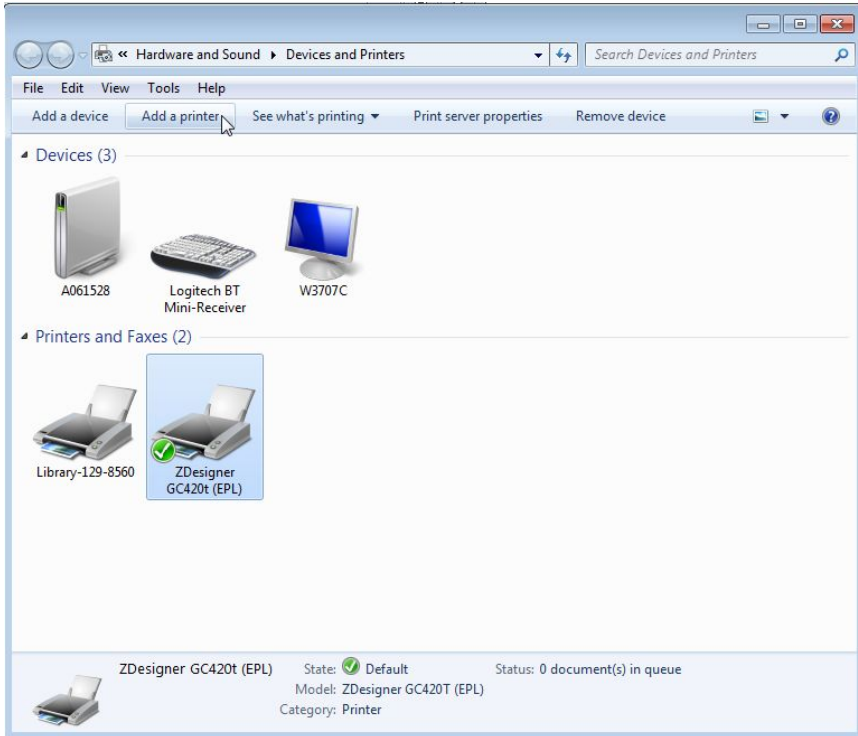


If needed download printer drivers from Zebra Technologies:
<http://www.zebra.com/us/en/support-downloads/desktop/gc420t.html>

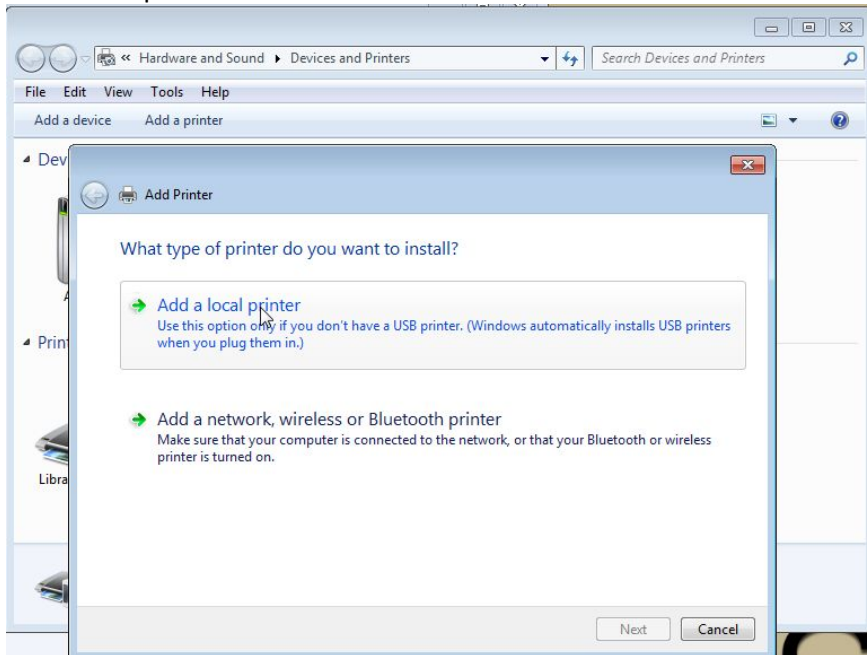
Auto screen 2



Click Add a printer.



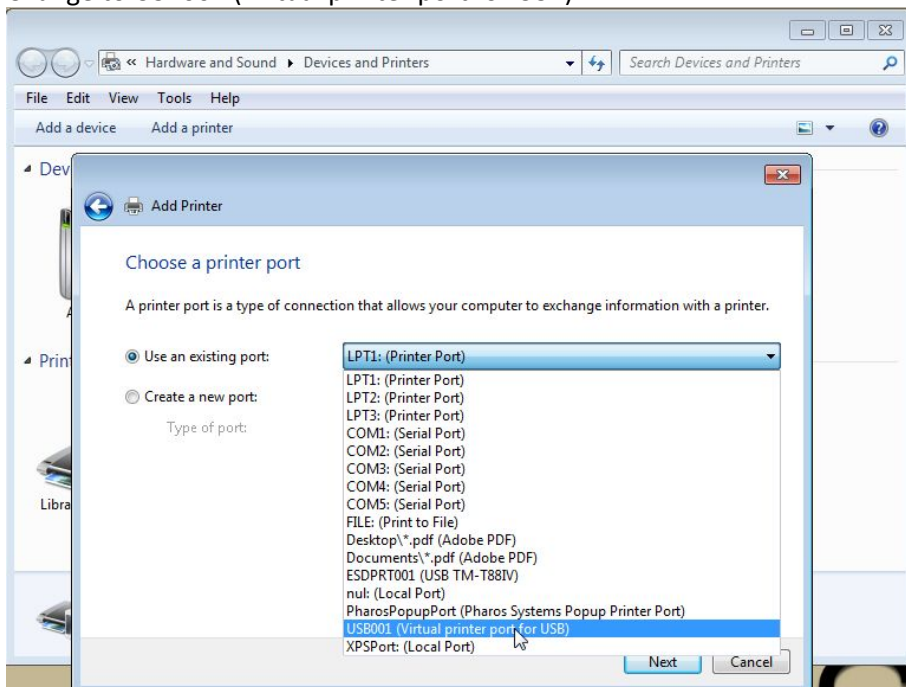
Add a local printer.



Add a local printer

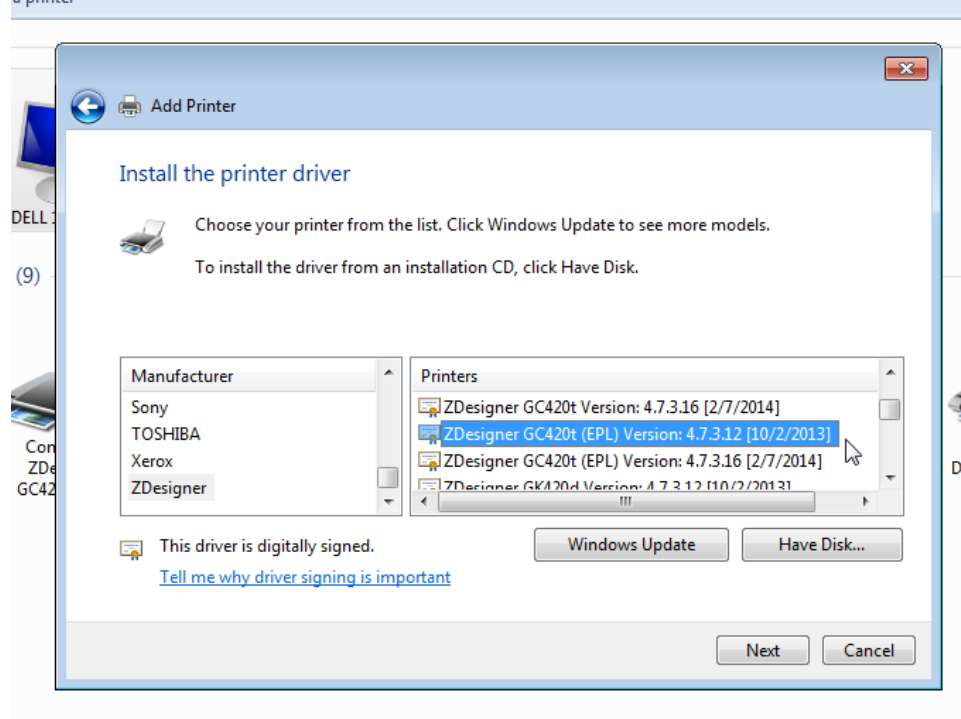
Click Next

Change to USB001 (Virtual printer port for USB)

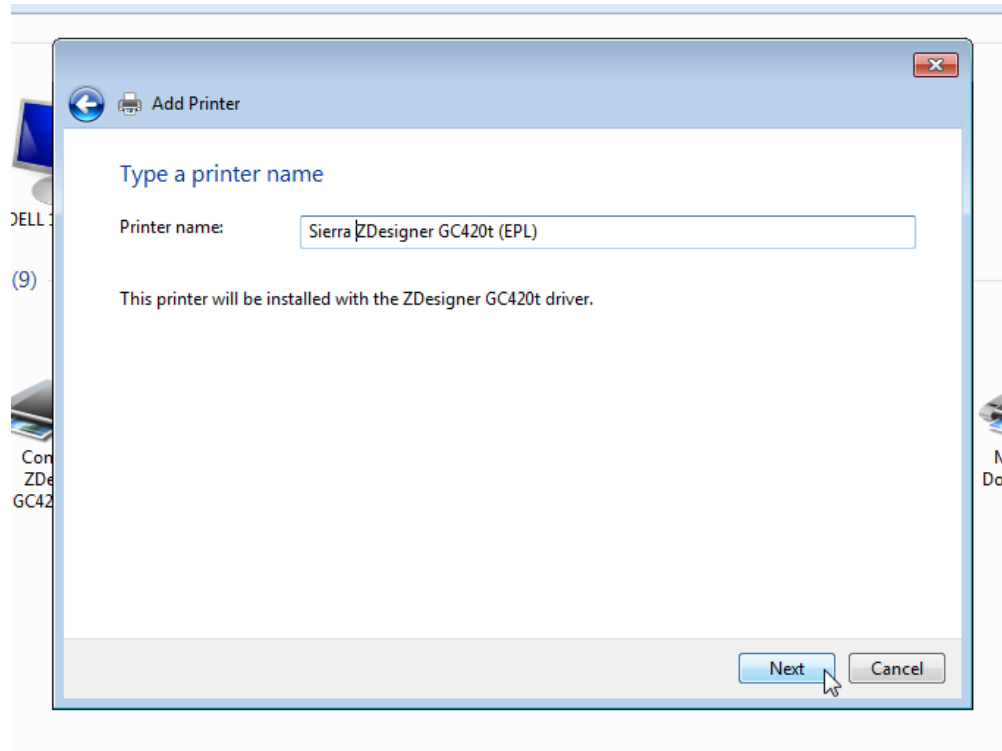


Click Next

Scroll down to Manufacturer: ZDesigner
Choose ZDesigner GC420t (EPL)

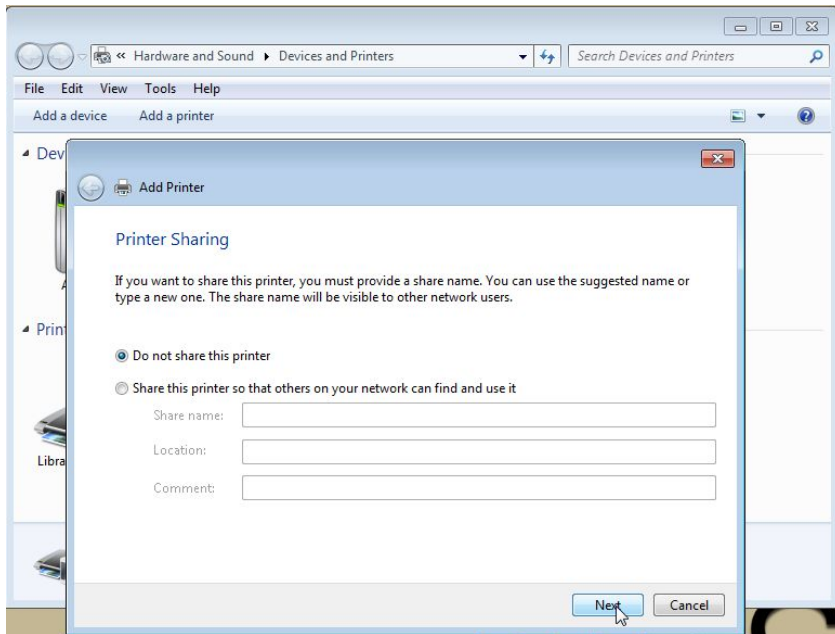


Next

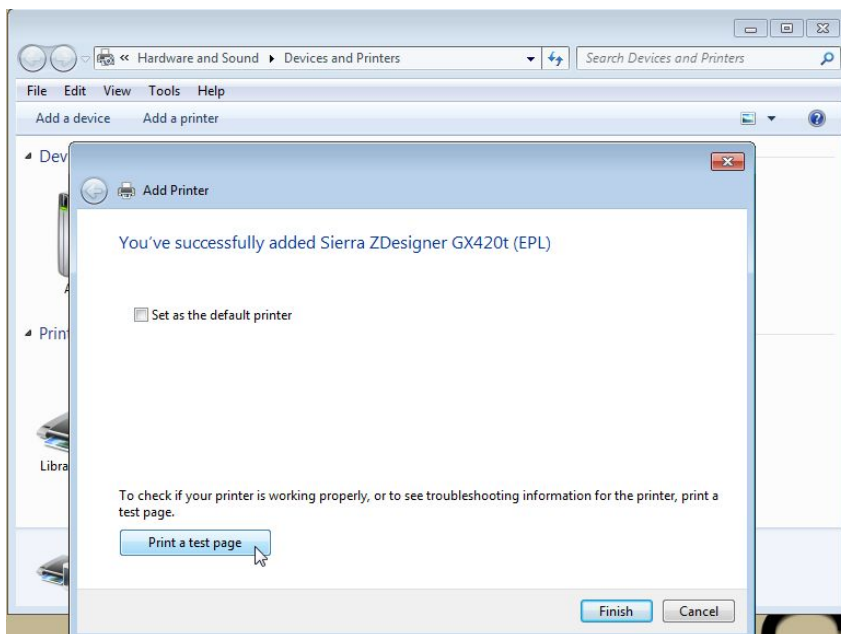


Add Name Sierra ZDesigner GC420t (EPL)

Next

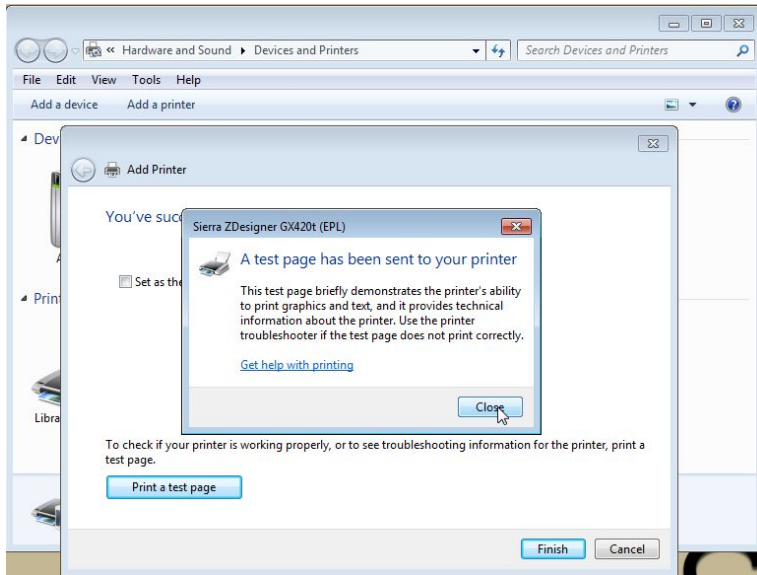


Do not share this printer
Press Next button



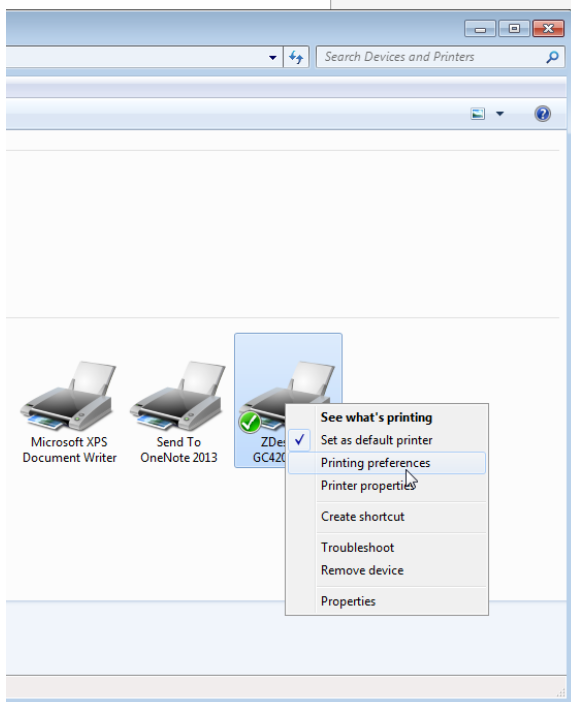
Print a test page





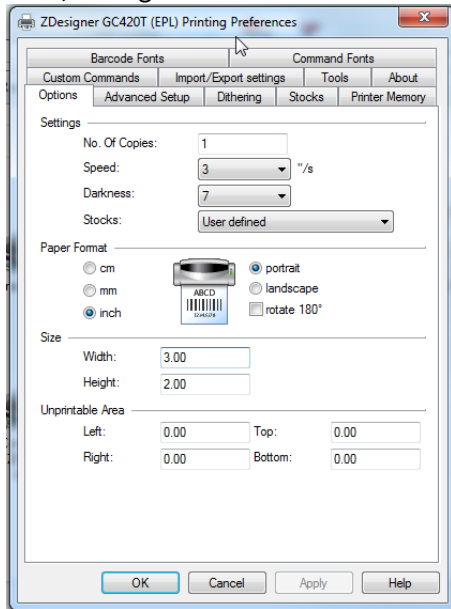
Click Close
Click Finish

Open Devices and Printers
Right Click Sierra Zdesigner GC420t (EPL)
Click on Printing preferences



If choices, choose
Sierra ZDesigner GC420t (EPL)

Next, Configure Printer Preferences



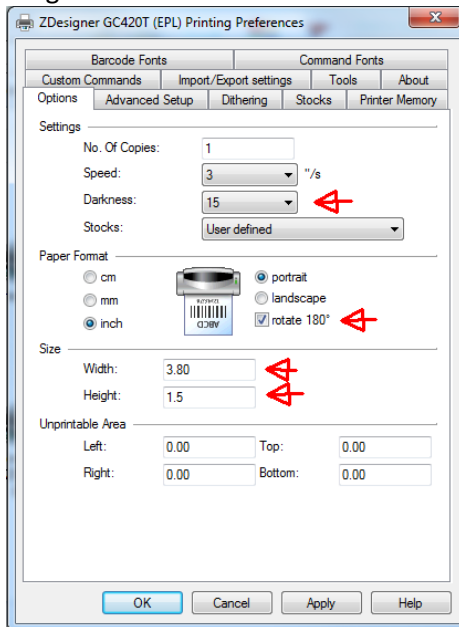
Change:

Darkness: to 15

Checkbox rotate 180

Width: 3.80

Height: 1.5



Make changes and click Apply

You may need to adjust the Unprintable Area: Left: if the printed label is a little off.

Sierra has to be rebooted if it is open during printer install or configuration!

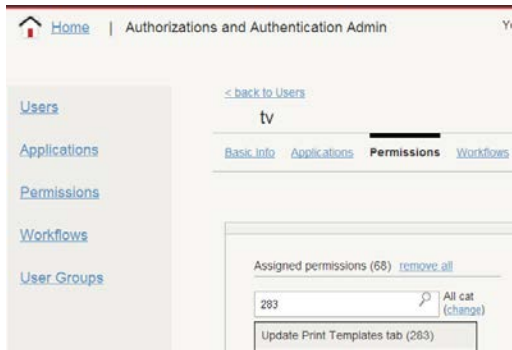
Relevant permissions for User:

Save Settings (173)

Update Print Templates (283)

May require others as well

Sierra Admin – <http://innovative.mylibrary.org/sierra/admin>

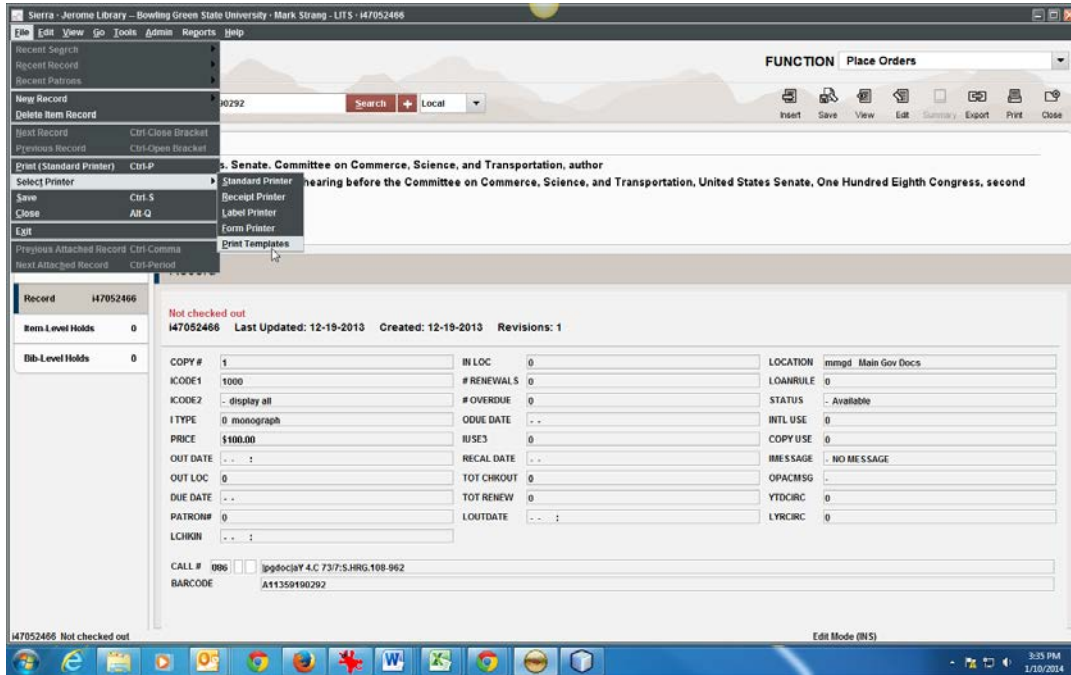


Sierra Function can be set to any search screen: catalog, place orders, search holds, etc.

Sierra Label Printing

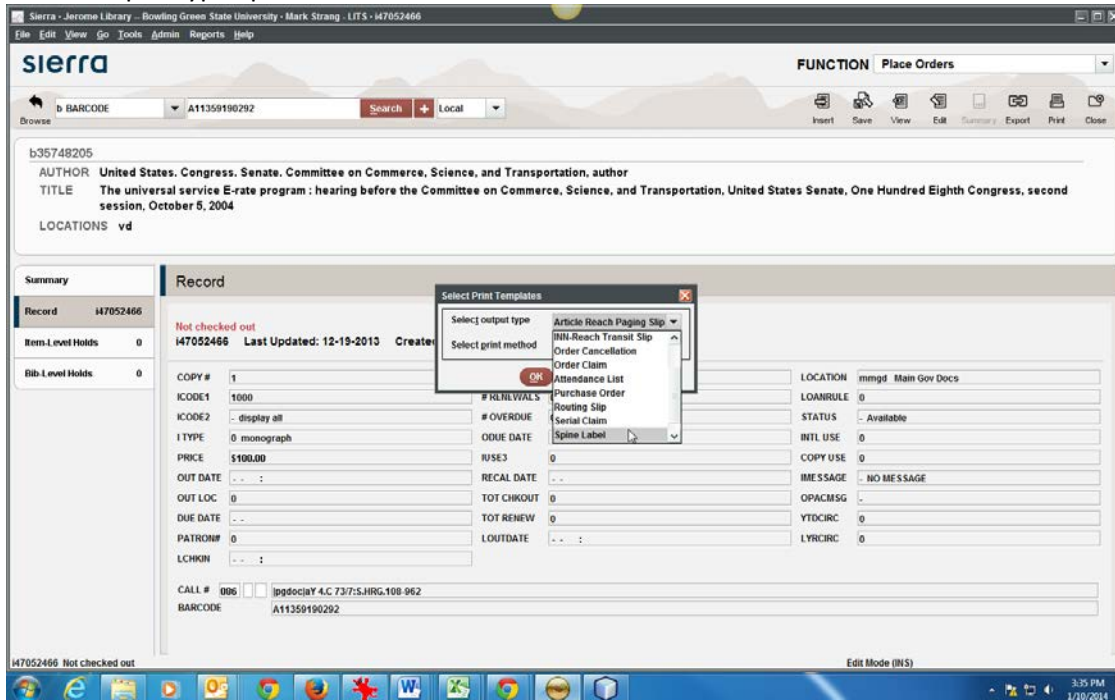
To set proper spine label printer:

File => Select Printer => Print Templates



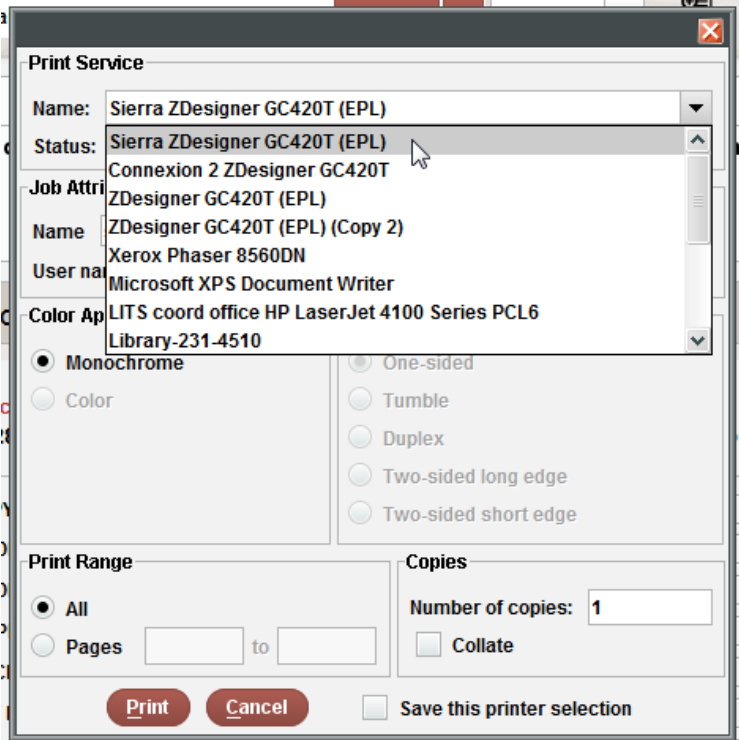
Select Print Templates

Select output Type Spine Label



Hit Ok button.

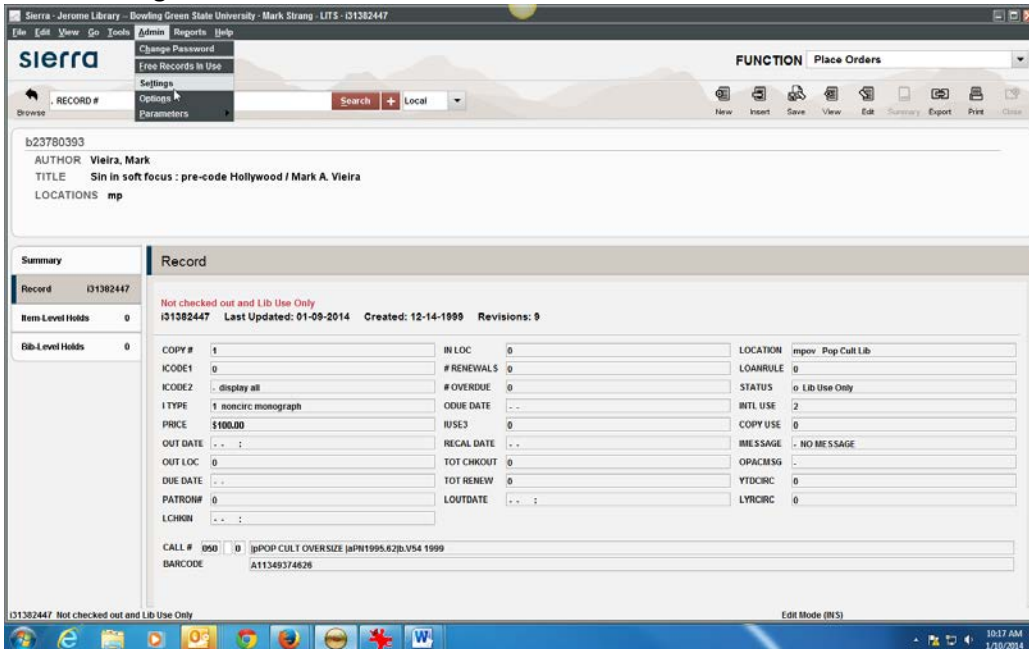
Select and Highlight the Sierra GC420T(EPL) Printer on your machine



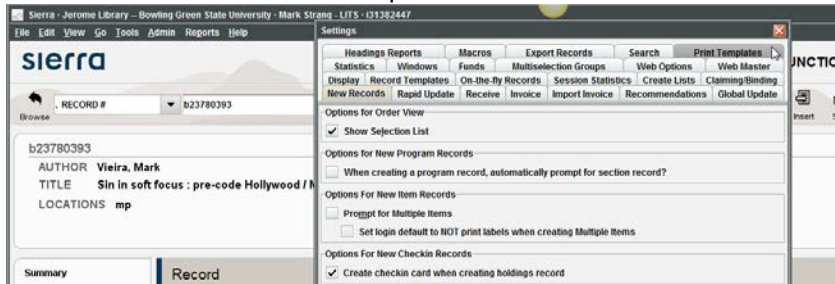
Click the checkbox next to **Save** this Printer Selection. Then click **Print**.

Set a print template to be used multiple times without having to change it again. Likewise, change from one print template to setting the Always prompt again.

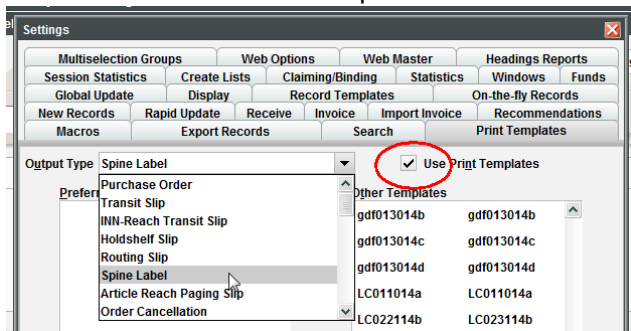
Admin => Settings



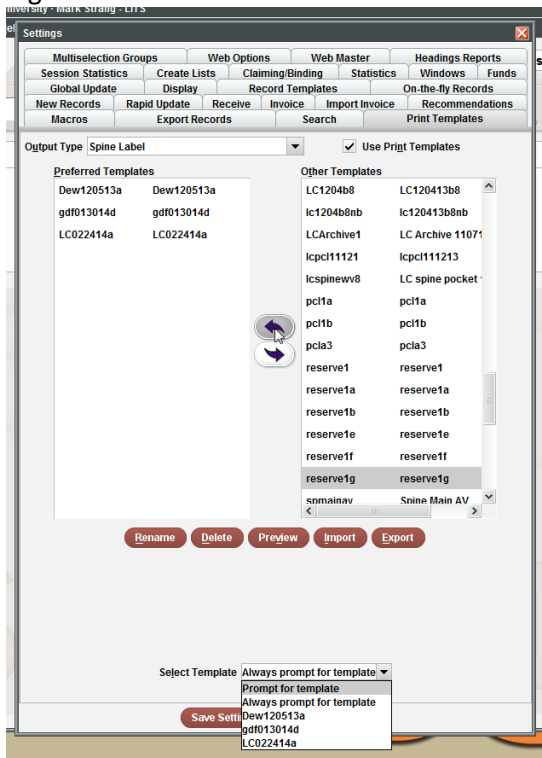
Go to and click on the Print Templates tab



Under Output Type menu scroll down to select: Spine Label
 checkmark the Use Print Templates box



Under Other Templates, highlight and move template to Preferred Templates that will be used by the login.



Under the Select Template: Choose Prompt for template or template login will use.
 Click Save Settings

Next, pull up an item record:

The screenshot shows the Sierra library catalog interface. The title bar indicates the user is logged in as Mark Strang at Bowling Green State University. The main window title is 'Sierra - Jerome Library -- Bowling Green State University · Mark Strang - LITS · i37281690'. The 'FUNCTION' dropdown is set to 'Catalog'. The search bar contains 'harry potter and philosophy' and the search results show 'b27478968'. The record details are as follows:

Record i37281690
Item-Level Holds 0
Bib-Level Holds 0

Record
Not checked out and Lib Use Only
i37281690 Last Updated: 10-03-2013 Created: 07-26-2005 Revisions: 18

COPY #	1	IN LOC	0	LOCATION	mpmo Popular Culture Library
ICODE1	0	# RENEWALS	0	LOANRULE	0
ICODE2	- display all	# OVERDUE	0	STATUS	o Lib Use Only
I TYPE	1 noncirc monograph	ODUE DATE	- -	INTL USE	13
PRICE	\$100.00	IUSE3	0	COPY USE	0
OUT DATE	- - :	RECAL DATE	- -	IMESSAGE	- NO MESSAGE
OUT LOC	0	TOT CHKOUT	0	OPACMSG	-
DUE DATE	- -	TOT RENEW	0	YTDCIRC	0
PATRON#	0	LOUTDATE	- - :	LYRCIRC	0
LCHKIN	- - :				

At the bottom of the record, it says 'i37281690 Not checked out and Lib Use Only' and 'Edit Mode (INS)'.

Tools => Print Spine Label

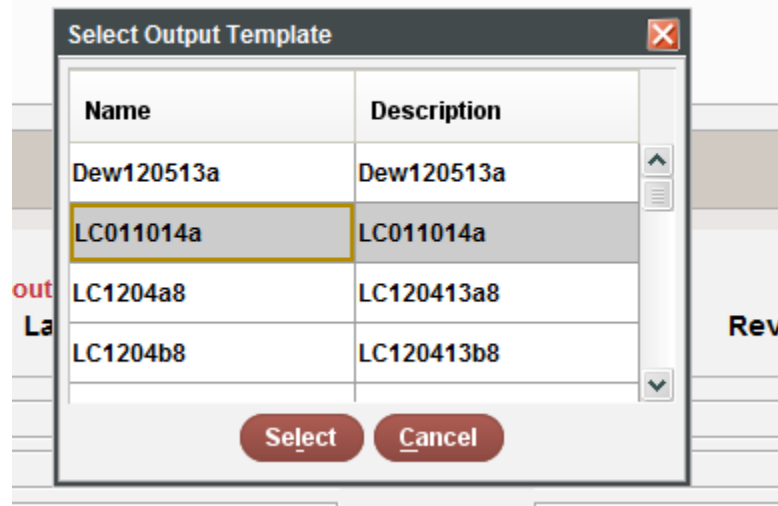
The screenshot shows the Sierra library catalog interface with the 'Tools' menu open. The menu options are:

- Character Map
- Print Worksheets
- Search
- View Spine Label Queues Ctrl+Shift-0
- Print Spine Label Ctrl-L**
- Queue Spine Labels to Print
- Export Record Ctrl+Shift-X

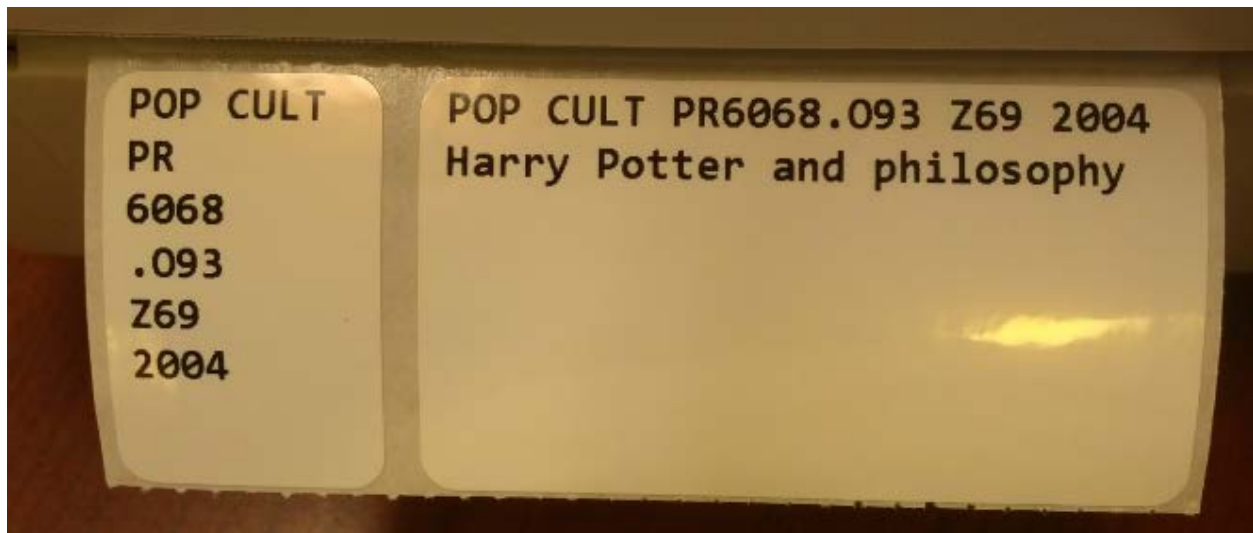
The background shows the same record details as the previous screenshot, with the title 'Harry Potter and philosophy : if Aristotle ran Hogwarts' and location 'mp'.

Select your Print Template

: if Aristotle ran Hogwarts / edited by David Baggett and

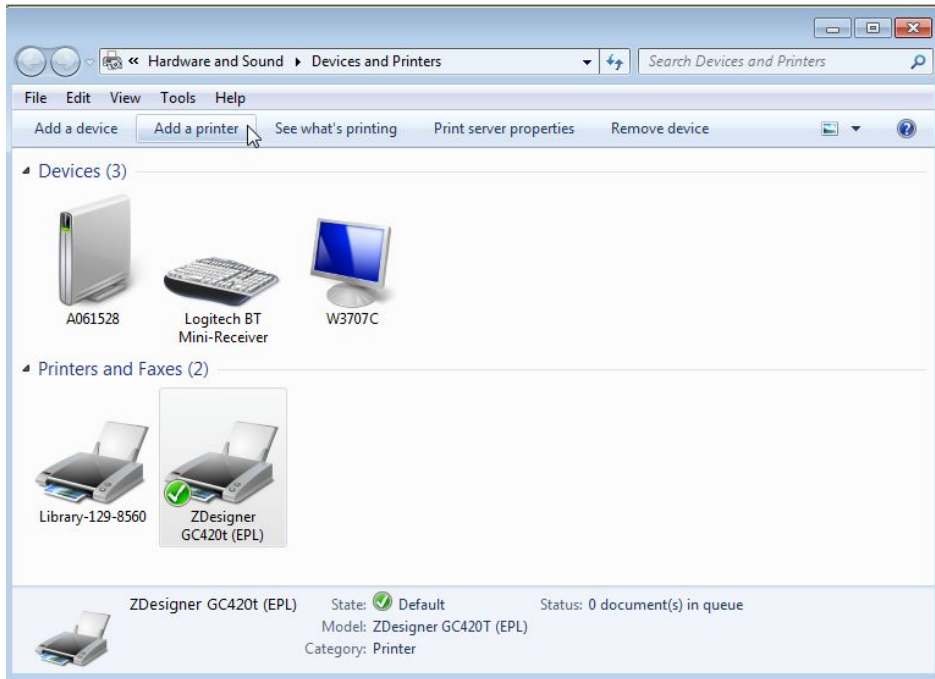


Hit Select, and the label should print.

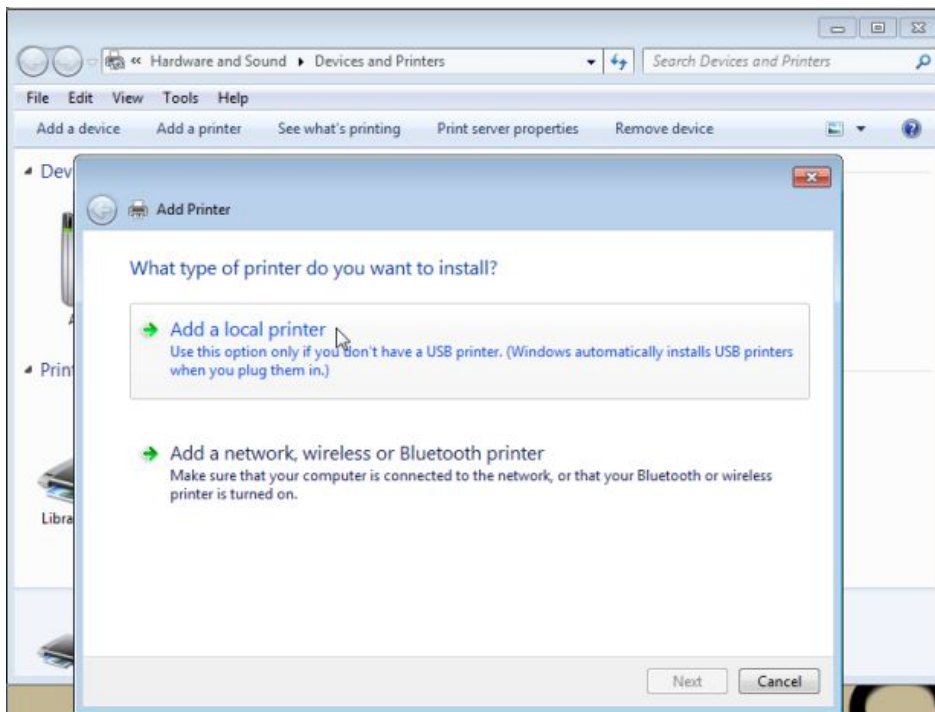


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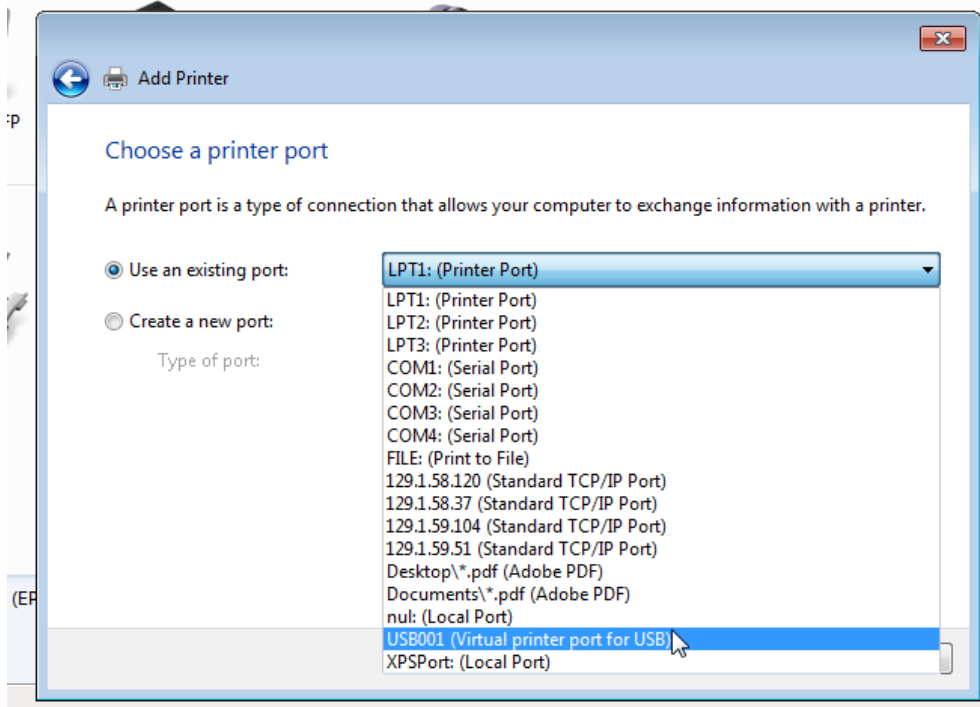
Part 2: Print driver installation and Sierra checkin label configuration



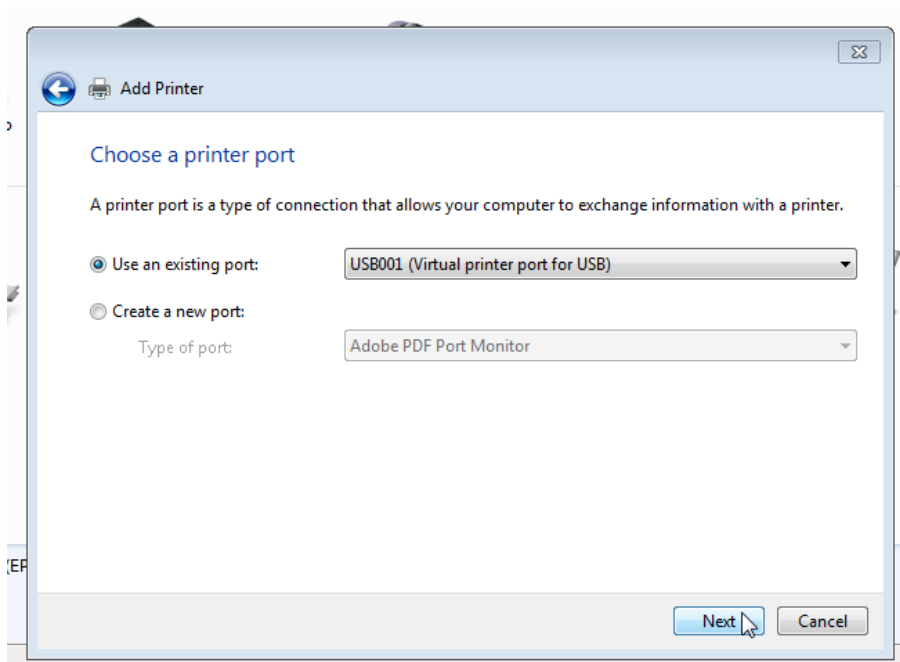
Add a printer



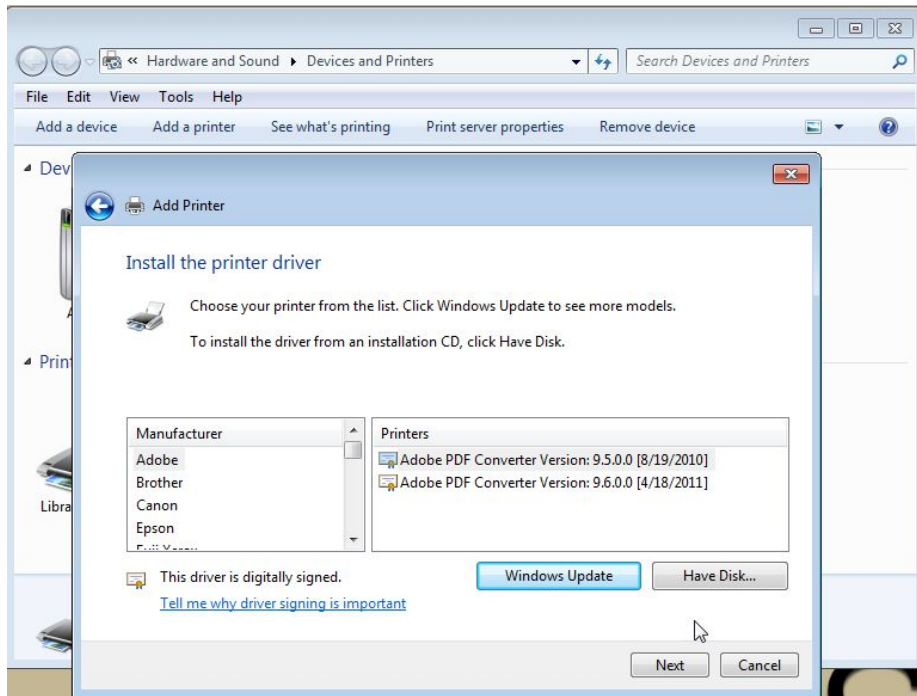
Add a Local Printer



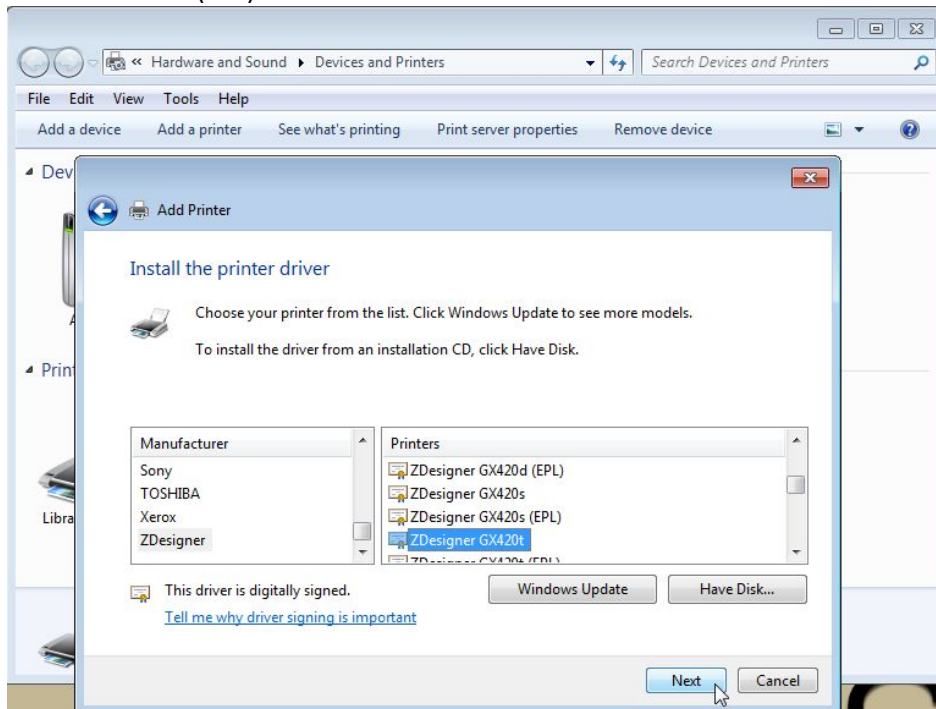
Change to: USB001 (Virtual printer port for USB)



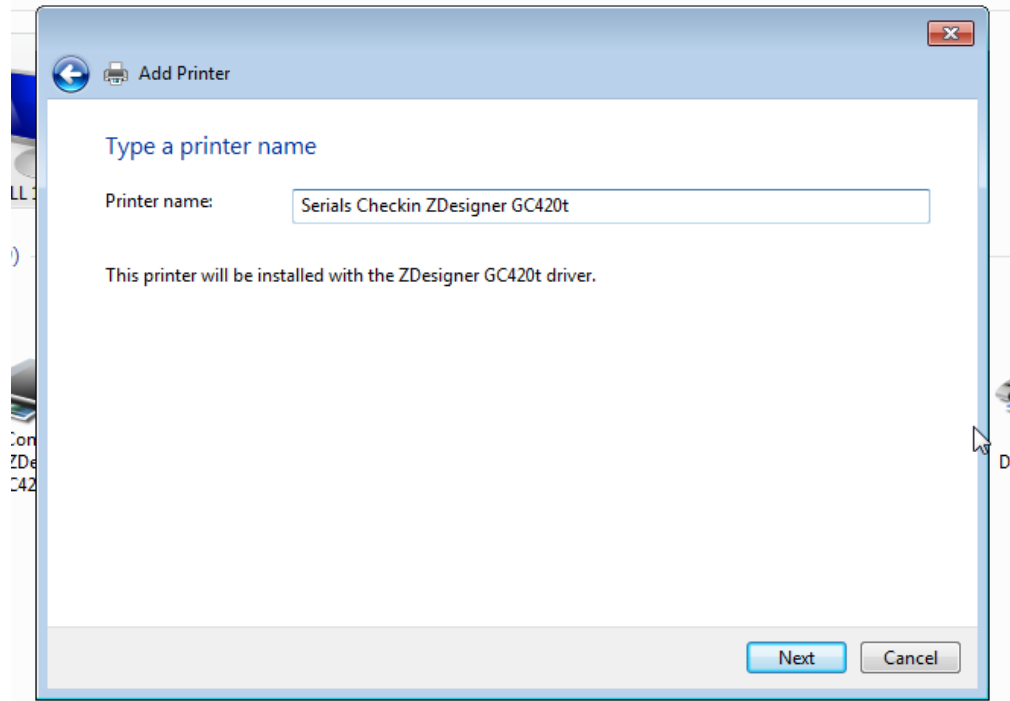
Click Next



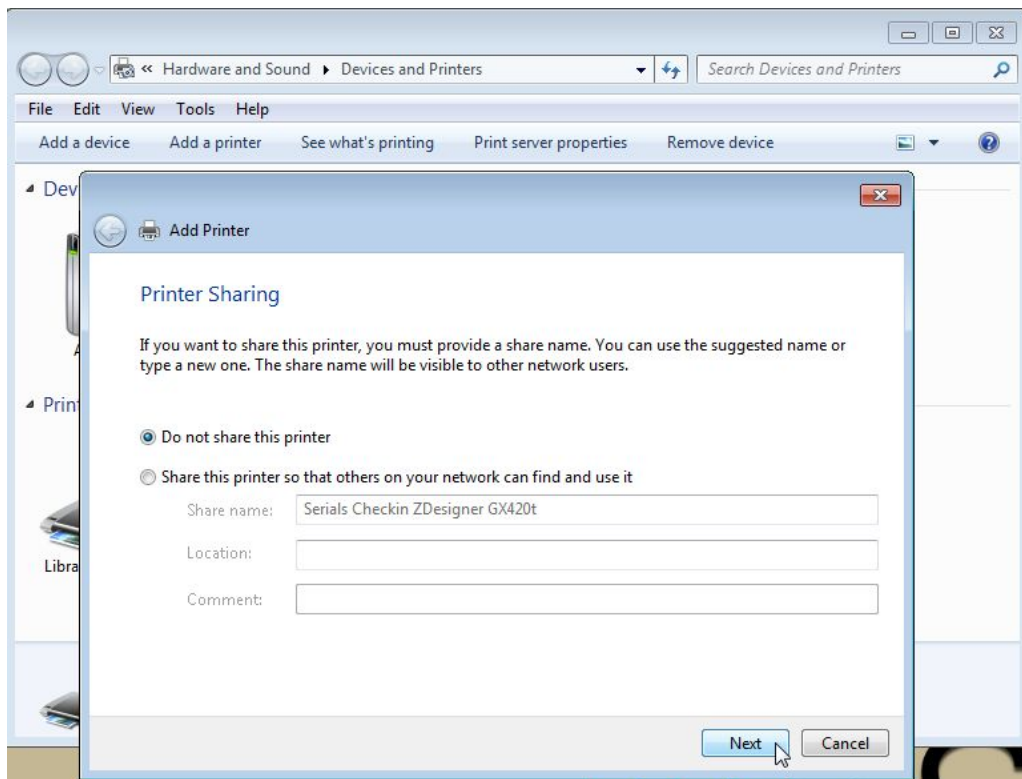
Under Manufacturer choose ZDesigner GC420t
not the GC420t (EPL) one used for normal Sierra and Connexion.



Click Next

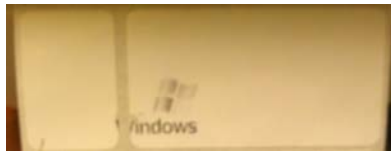
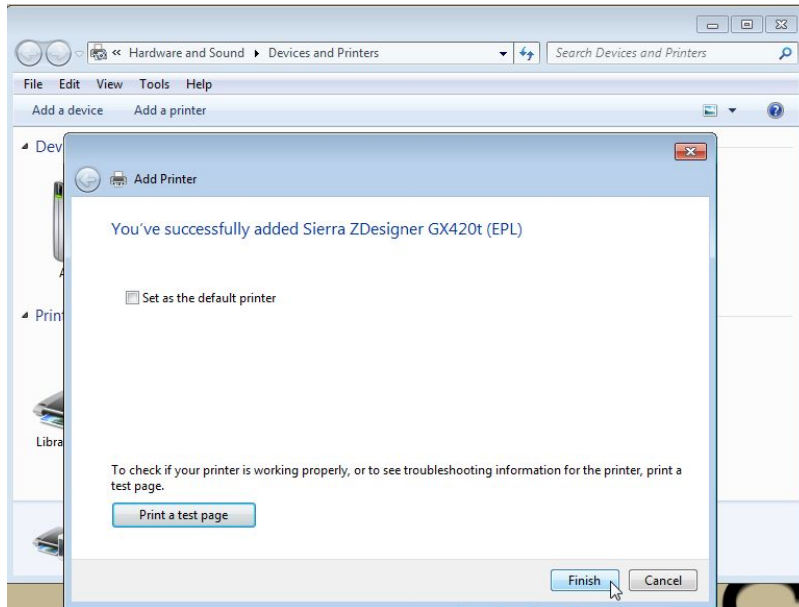


Add Printer Name: Serials Checkin ZDesigner GC420t
Click Next

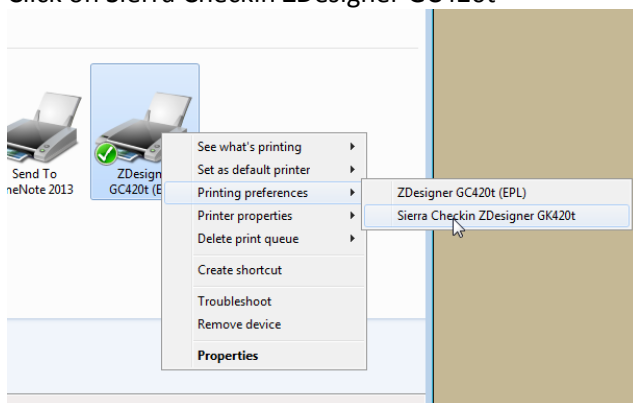


Click Next

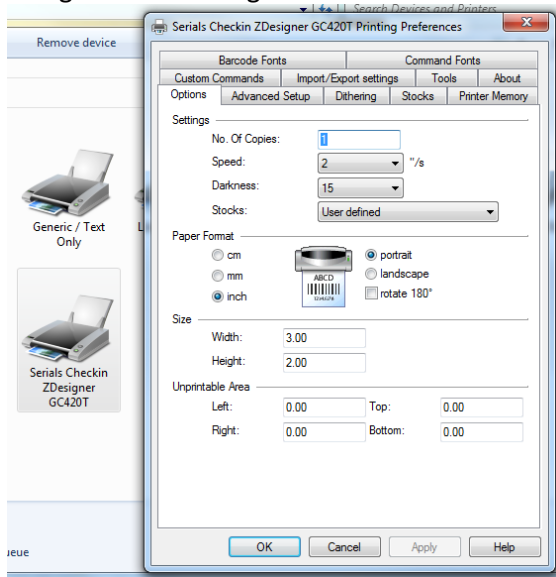
Unclick Set as the default printer
Print a test page
Finish



Go back to Windows Devices and Printers:
Highlight: Printer preferences
Click on Sierra Checkin ZDesigner GC420t



You get the following screen:



Change:

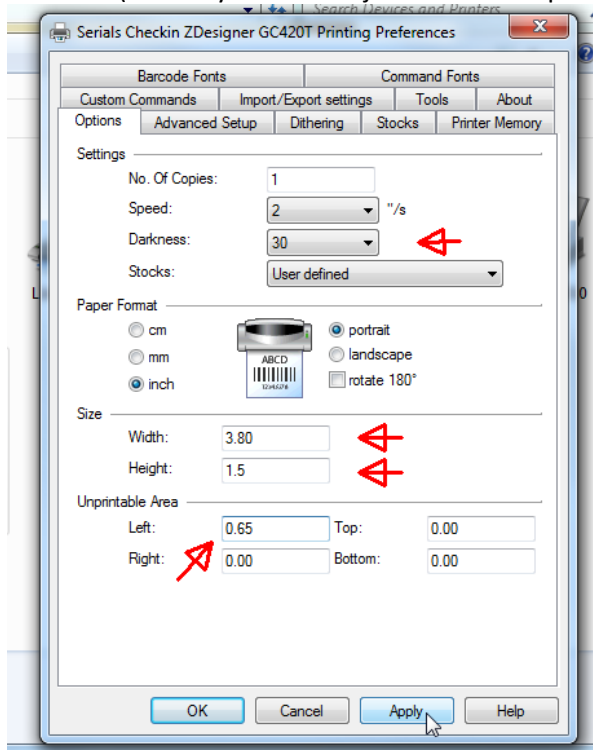
Darkness: to 15

Checkbox rotate 180

Width: 3.80

Height: 1.5

Left: .65 (You may need to adjust the Left Unprintable Area to get the label to align up properly.)



Remember that if you make these changes to the printer while Sierra is open, you will need to reboot Sierra for the changes to properly take effect.

Next Configure Sierra
File => Sierra Printer => Label Printer

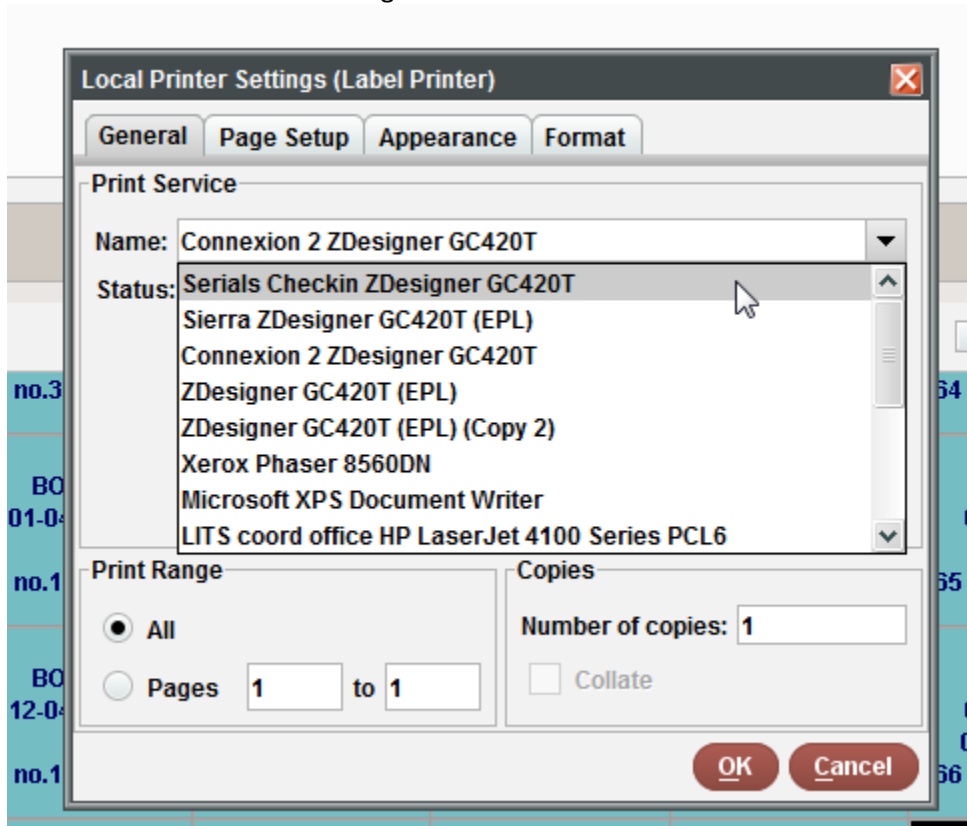


Switch to Local Printer



Click OK

Select the Serials Checkin ZDesigner GC420t

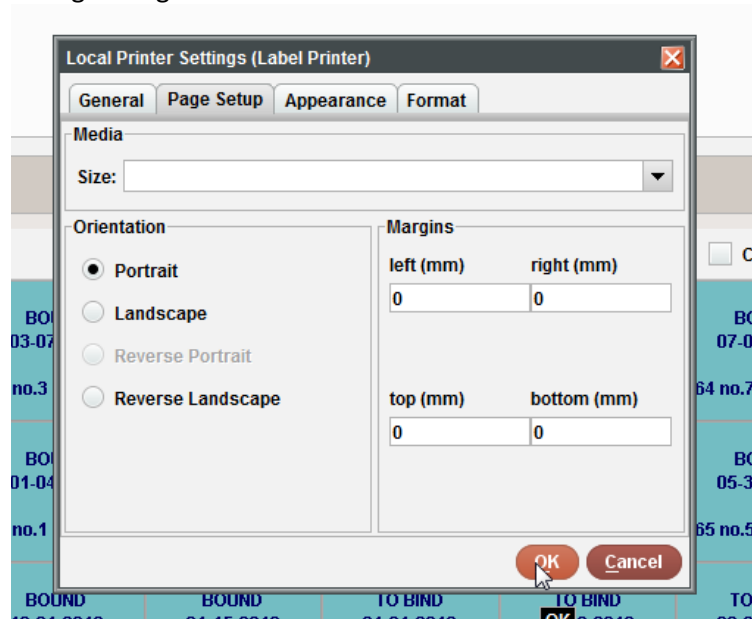


Click OK



Switch to Page Setup tab.

Change Margins to 0



Click OK

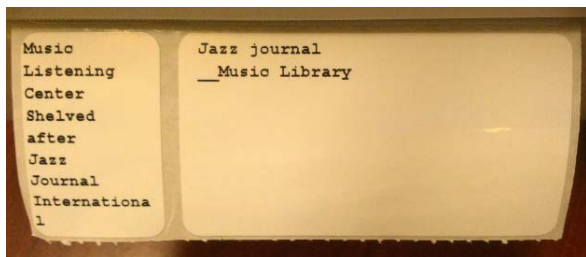
Restart Sierra and pull up a checkin record



Now when you check item in with the Print Labels and the Print Routing Slip checked,

Check-in date		Thurs Jan 23 2014		<input checked="" type="checkbox"/> Print labels	<input checked="" type="checkbox"/> Print Routing Slip	<input type="checkbox"/> Create item	<input type="button" value="Check In"/>
Jan 2011 BOUND 01-27-2011	Feb 2011 BOUND 02-08-2011	Mar 2011 BOUND 03-07-2011	Apr 2011 BOUND 04-07-2011	May 2011 BOUND 05-12-2011	Jun 2011 BOUND 06-07-2011	Jul 2011 BOUND 07-07-2011	Aug 2011 BOUND 08-09-2011
v.64 no.1	1 v.64 no.2	1 v.64 no.3	1 v.64 no.4	1 v.64 no.5	1 v.64 no.6	1 v.64 no.7	1 v.64 no.8
Nov 2011 BOUND 11-09-2011	Dec 2011 BOUND 12-07-2011	Jan 2012 BOUND 01-04-2012	Feb 2012 BOUND 02-16-2012	Mar 2012 BOUND 03-12-2012	Apr 2012 BOUND 04-24-2012	May 2012 BOUND 05-30-2012	Jun 2012 BOUND 07-05-2012
v.64 no.11	1 v.64 no.12	1 v.65 no.1	1 v.65 no.2	1 v.65 no.3	1 v.65 no.4	1 v.65 no.5	1 v.65 no.6
Sep 2012 BOUND 10-02-2012	Oct 2012 BOUND 11-05-2012	Nov 2012 BOUND 12-04-2012	Dec 2012 BOUND 01-15-2013	Jan 2013 TO BIND 01-31-2013 01-28-2014\	Feb 2013 TO BIND 02-19-2013 01-28-2014\	Mar 2013 TO BIND 03-21-2013 01-28-2014\	Apr 2013 TO BIND 04-30-2013 01-28-2014\
v.65 no.9	1 v.65 no.10	1 v.65 no.11	1 v.65 no.12	1 v.66 no.1	1 v.66 no.2	1 v.66 no.3	1 v.66 no.4
Jul 2013 TO BIND 07-30-2013 01-28-2014\	Aug 2013 TO BIND 08-08-2013 01-28-2014\	Sep 2013 TO BIND 09-25-2013 01-28-2014\	Oct 2013 TO BIND 11-27-2013 01-28-2014\	Nov 2013 TO BIND 12-10-2013 01-28-2014\	Dec 2013 TO BIND 12-27-2013 01-28-2014\	Jan 2014 ARRIVED 01-22-2014	Feb 2014 EXPECTED 01-21-2014
v.66 no.7	1 v.66 no.8	1 v.66 no.9	1 v.66 no.10	1 v.66 no.11	1 v.66 no.12	1 v.67 no.1	1 v.67 no.2
Mar 2014	Jun 2014	Jul 2014	Aug 2014	Sep 2014	Oct 2014	Nov 2014	Dec 2014

You should get a label:



See appendix A regarding Innovative system setting changes that came with switch to Zebra printer from dot matrix.

See next page to troubleshoot if your display does not show Print Labels

1) Make sure your checkin record has a Label type selected:

b30416917
TITLE Jazz journal
LOCATIONS mu

NOTE Bind 1 volume (12 issues).

Summary	Record
Record	c1270904
Card	c1270904
Holdings	c1270904
Routing	1
Bib-Level Holds	0

c1270904 Last Updated: 02-17-2014 Created: 08-20-2010 Revisions: 84

LABEL TYPE	a SP 1 LBL 1	CLAIMON	03-29-2014	SCODE3	-
SCODE1	-	LOCATION	msupdo Music Listening Center	SCODE4	-
SCODE2	- display all	UPDCNT	z DO NOT COUNT	PCOUNT	0
COPIES	1				

MARC Leader ##### n y 2 2 ##### 3 n 4 5
CALL # 050 Shelved after Jazz Journal Intern
IDENTITY paper
LIB. HAS 02-4(Jun 2009)
NOTE Bind 1 volume (12 issues).
Vendor ID# 83851224
BIND INFO 503580 vol. yr. color 150 WB

Select

a	NO LABEL	d	SP 1 LBL 1
b	SP 2 LBL 1	e	SP 3 LBL 1
c	SP 1 LBL 2	f	SP 2 LBL 2
d	SP 3 LBL 2	g	SP 1 LBL 3
e	SP 2 LBL 3	h	SP 3 LBL 3

OK Cancel

2) Check Login options

Admin => Options => Printing

Checkmark Allow label printing

Bowling Green State University · Mark Strang - LIS · b30416917

Admin Reports Help

Options For strangm Login

ArticleReach	Pickup Anywhere	Due Slip	Edit	Holds	Data Exchange
Login	Patron Display	Printing	Setup	Sounds	Web Master

Print receipts for checked-in items

Allow label printing

Printing Defaults

Last used on workstation for login

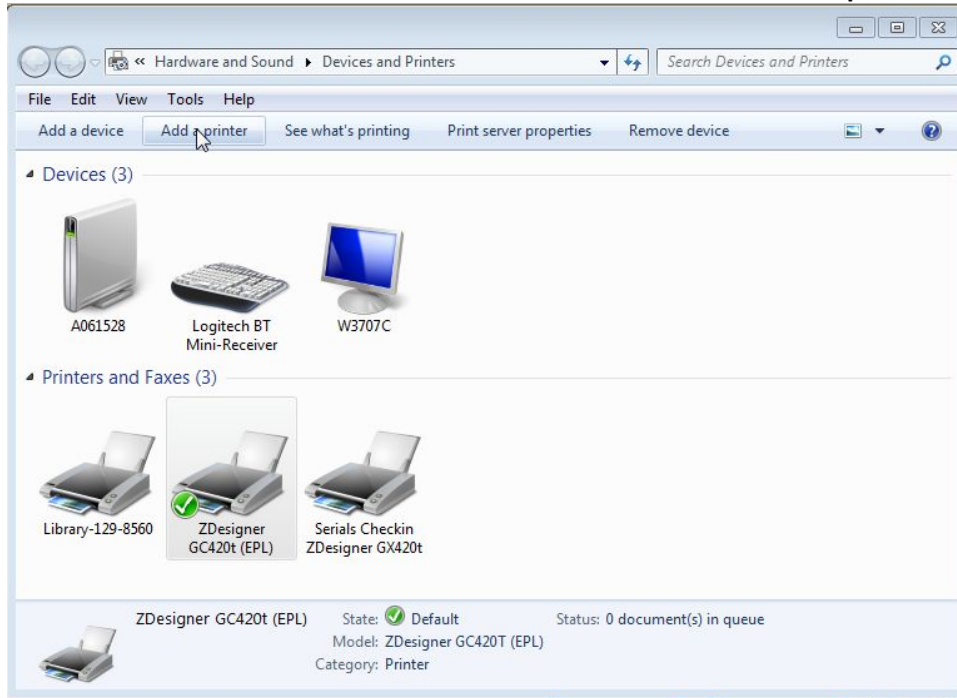
Use login defaults

Login Defaults

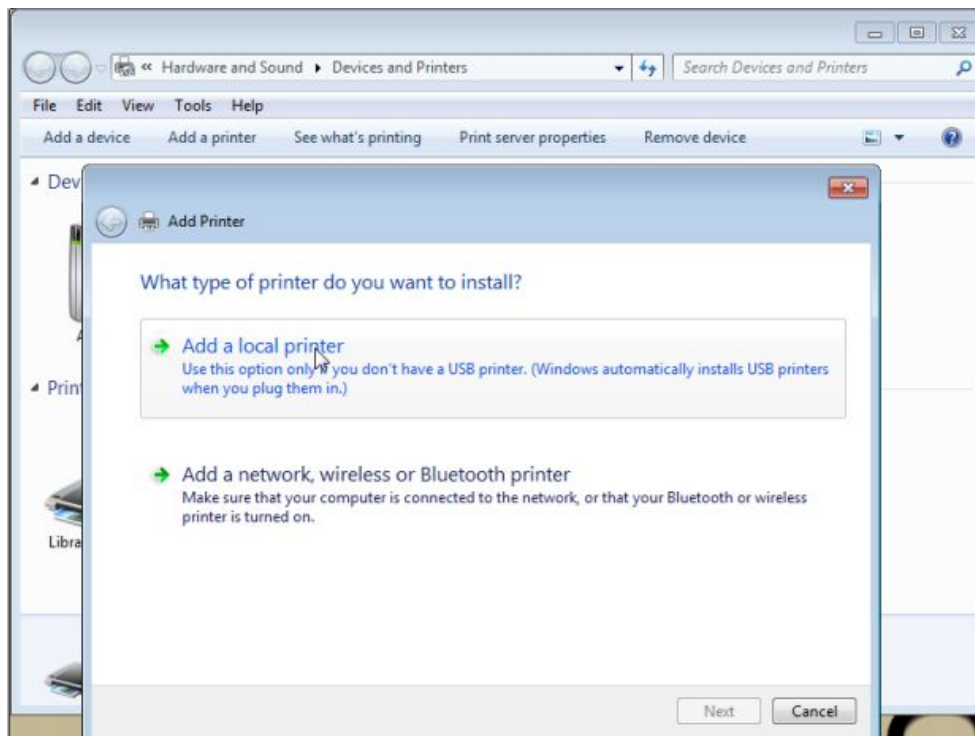
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Part 3: Print driver installation and Connexion configuration

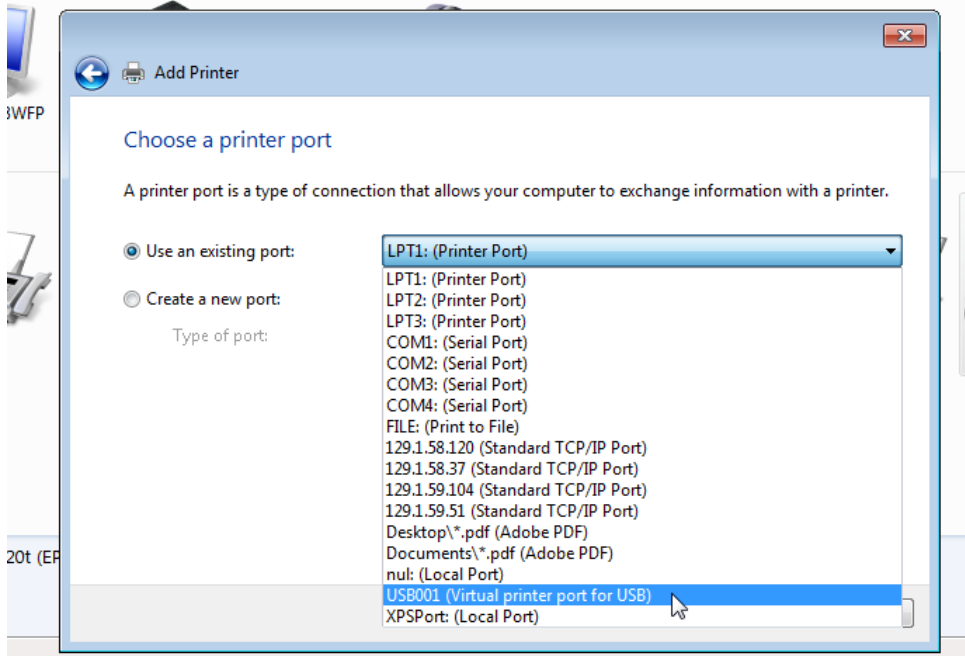
User must have Admin on Windows 7 machine in order to be able to print labels with this method.



Add a printer

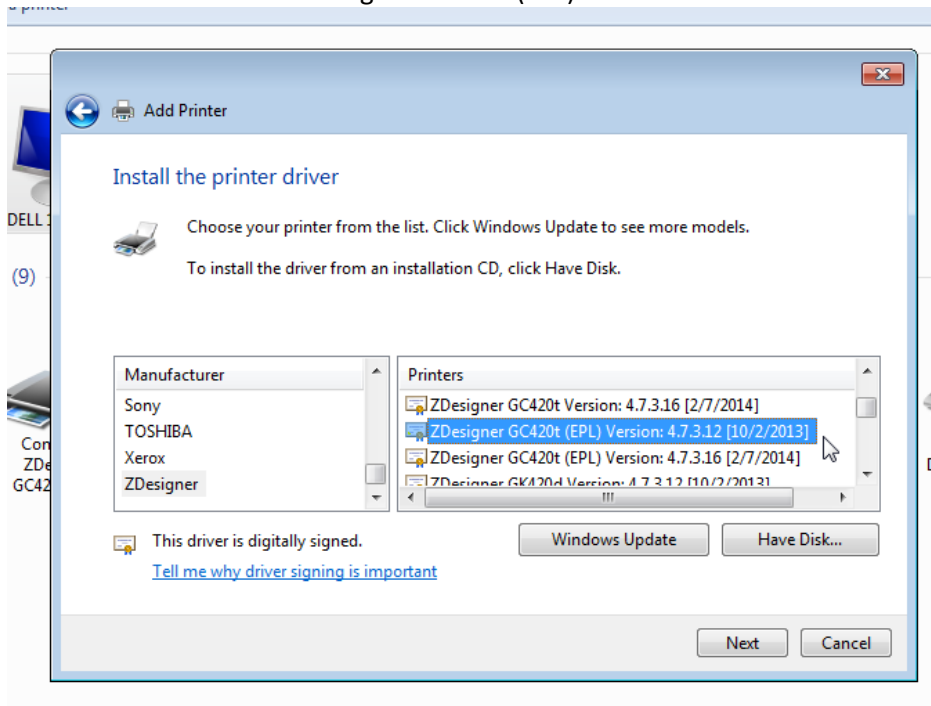


Add a local printer

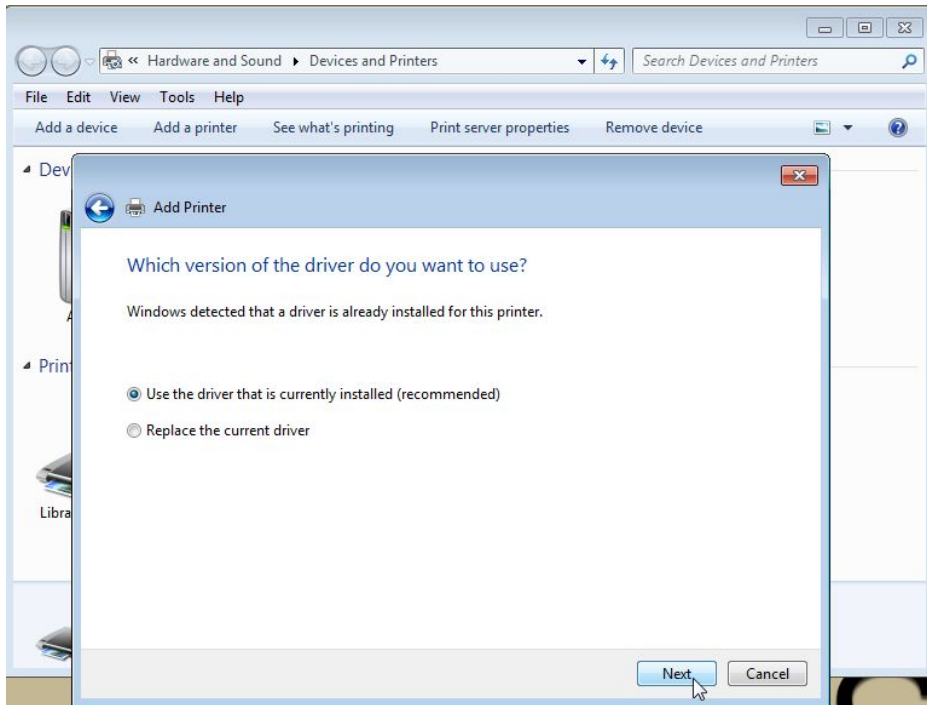


Change LPT1: (Printer Port) to USB001 (Virtual printer port for USB)
Click Next

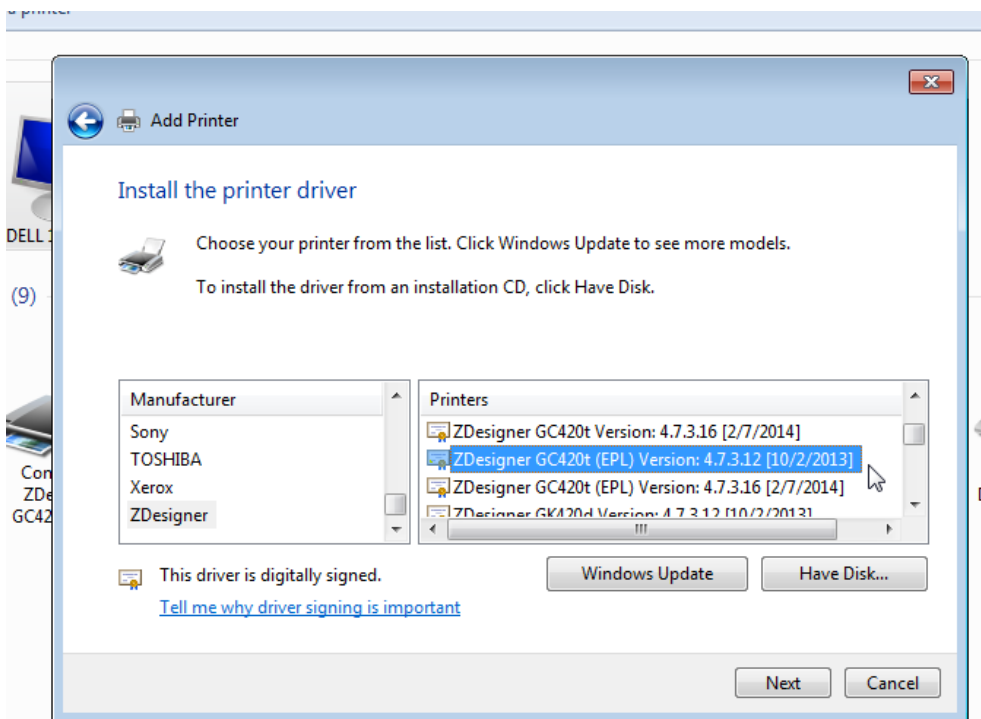
Scroll down and choose ZDesigner GC420t (EPL)



Click Next

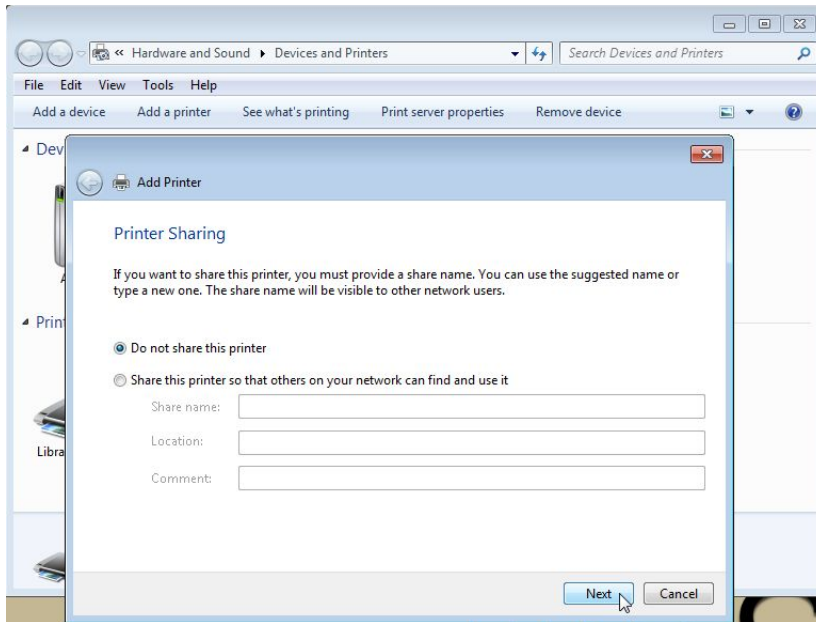


Click Next



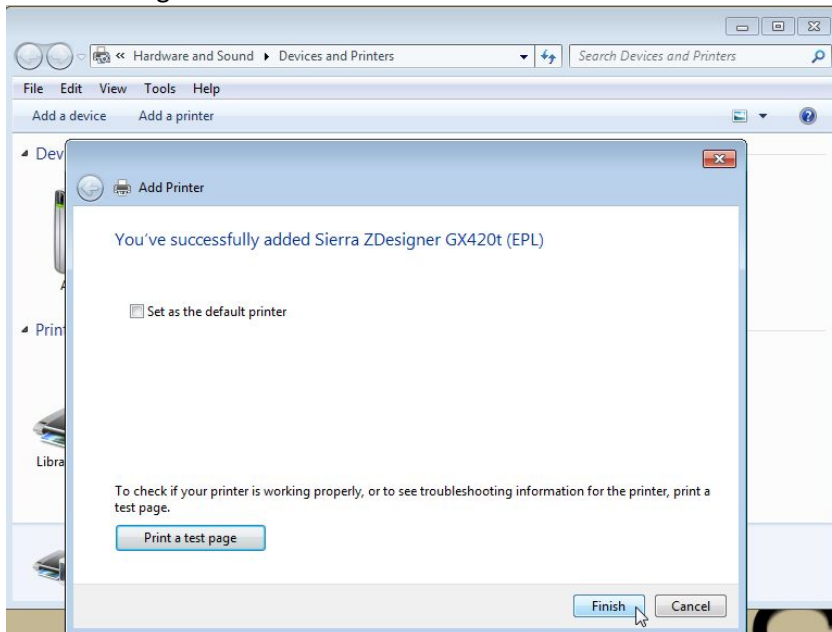
Enter Printer Name: Connexion ZDesigner GX420t (EPL)

Click Next

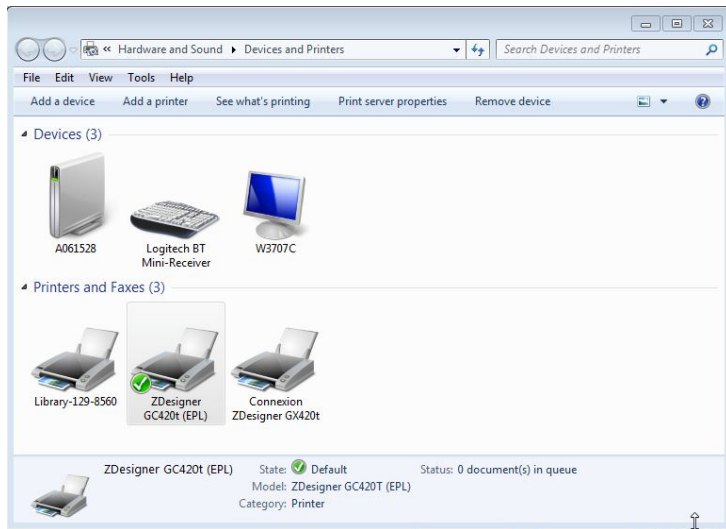


Click Next

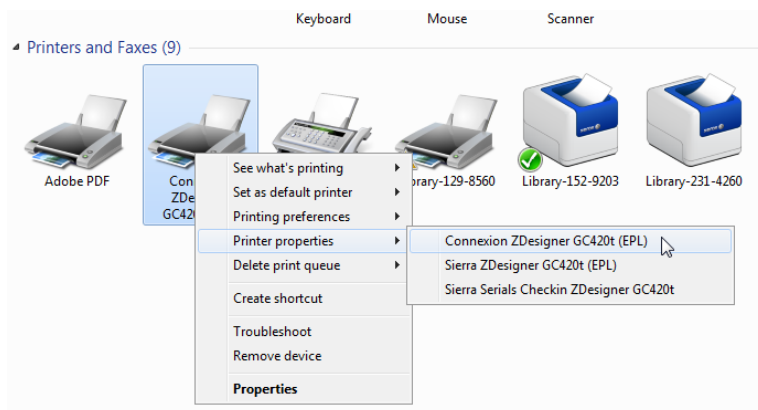
Print Test Page



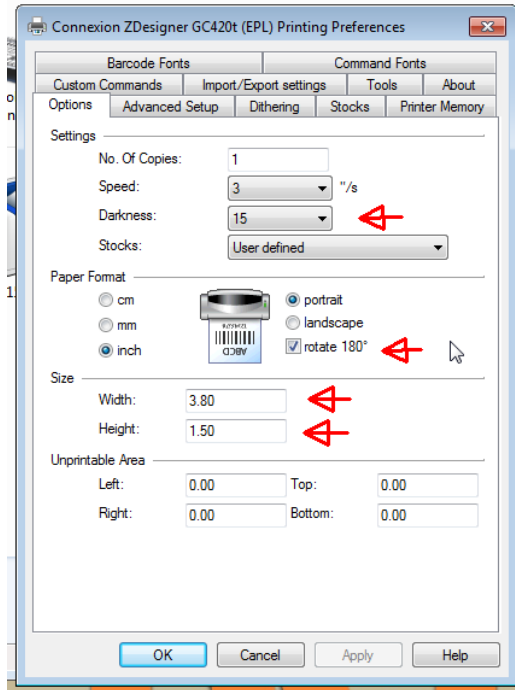
Click Finish button



Right click on ZDesigner GC420t (EPL)
Choose Printing preferences
Connexion ZDesigner GX420t (EPL)

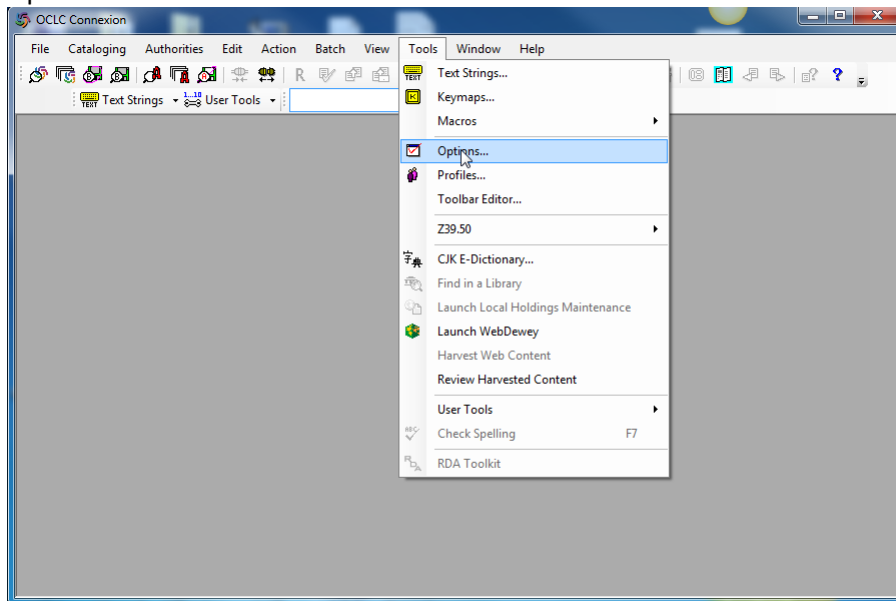


Change:
Darkness: 15
Checkbox rotate 180
Width: 3.80
Height: 1.5

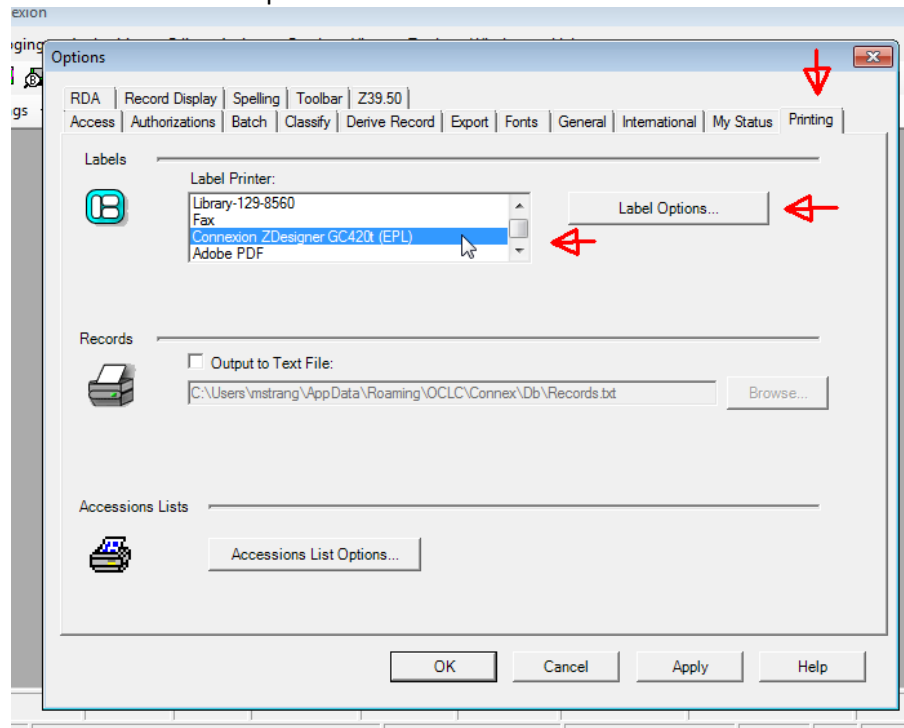


And Click Apply

Next open: Connexion
Tools
Options

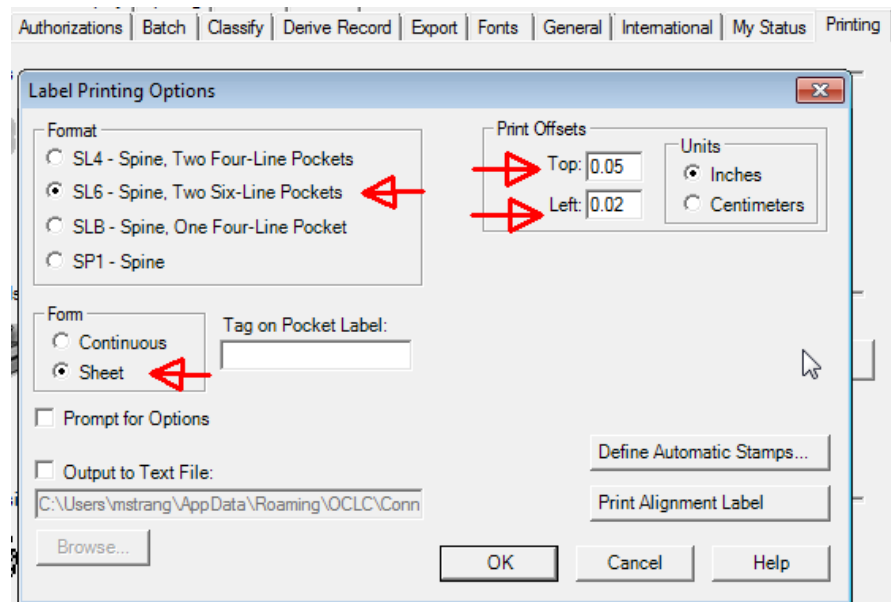


Choose Printing Tab
Choose the Connexion ZDesigner GC420t (EPL)
Then Click on Label Options



Next Click: Label Options...

Change the following:
SL6 - Spine, Two Six-Line Pockets
Print Offset top: .05 (may vary to get your alignment just right)
Left: .02 (may vary to get your alignment just right)
Form: to Sheet



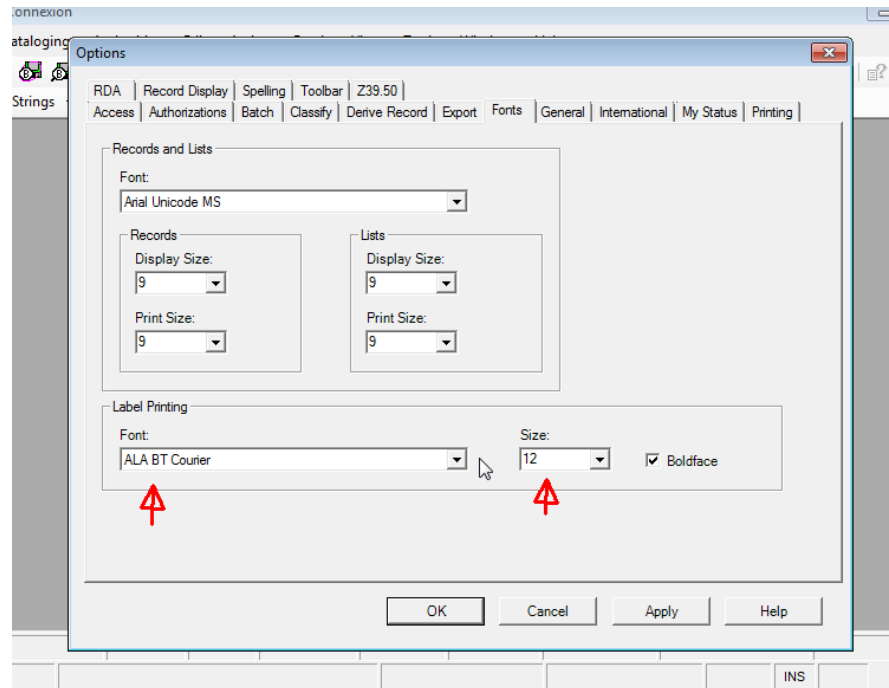
Click OK

Warning:

Connexion settings for Fonts for the label printers only seems to like the only Font and Size:

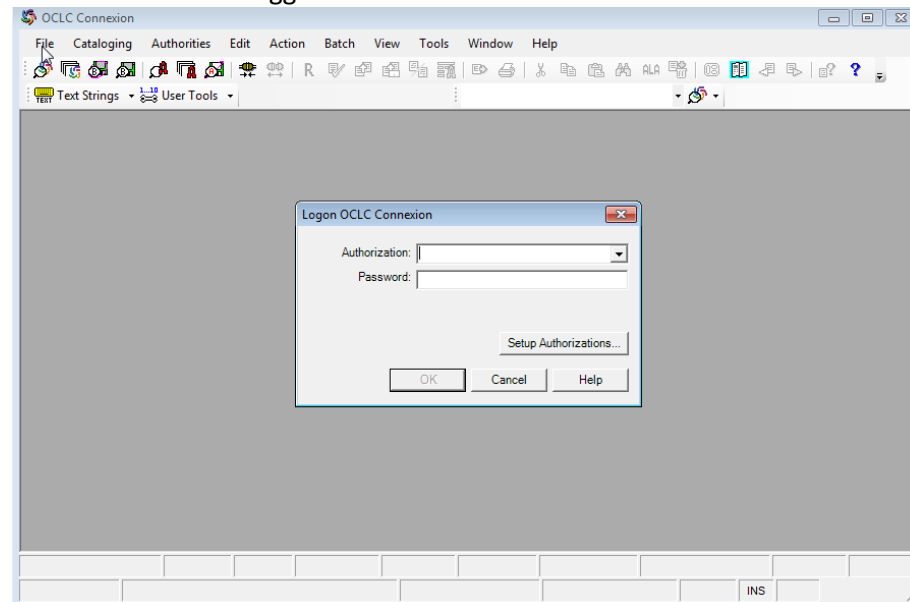
Font: ALA BTR Courier Size:12

Font: Arial Unicode MS Size: 12

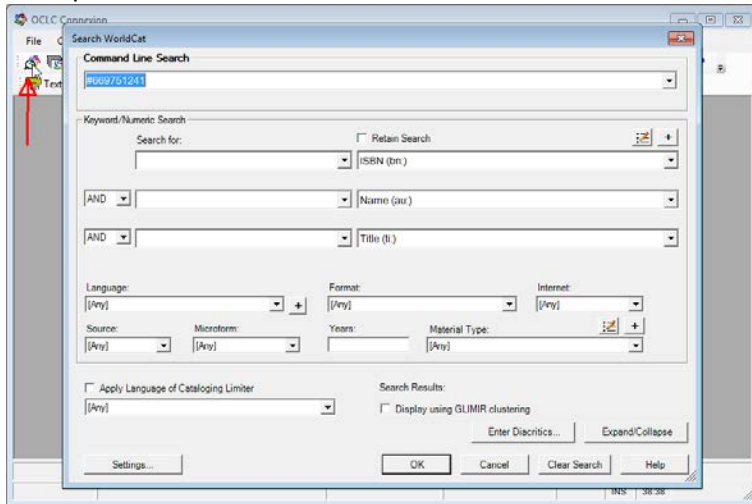


Other Fonts and Sizes did not work out well for me.

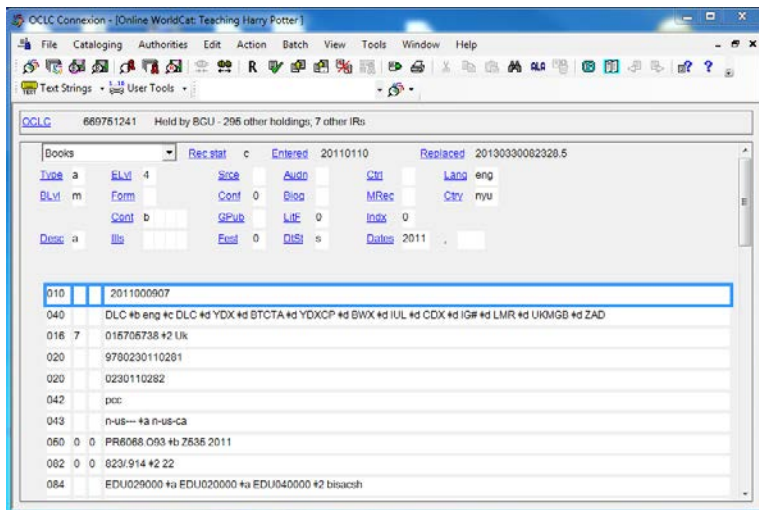
You will need to be logged into Connexion.



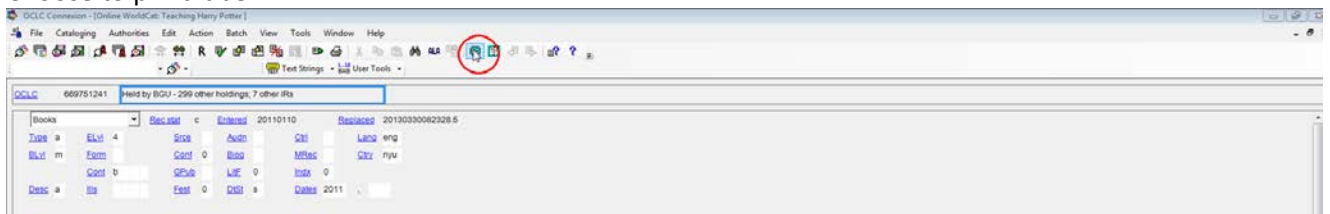
Pull up a record in Connexion



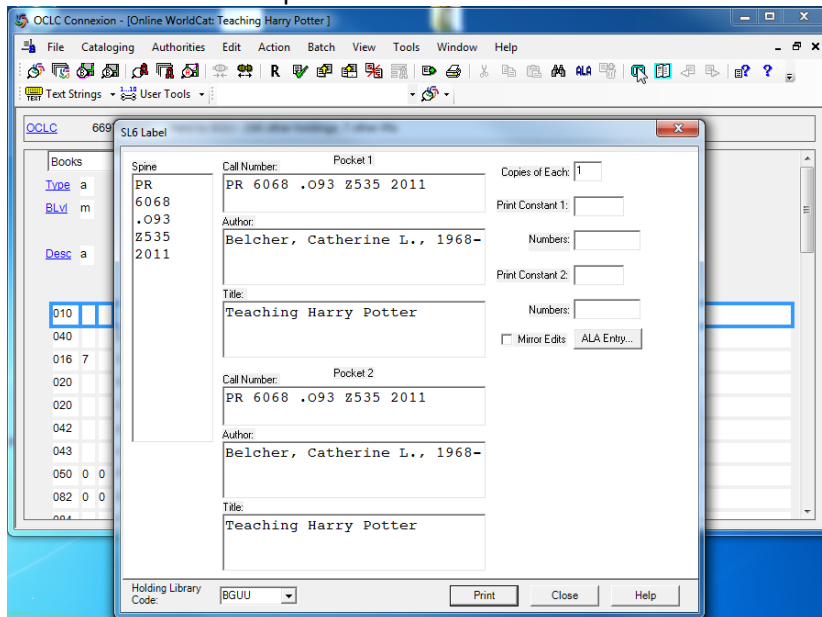
The icon above Red arrow pulls up search screen.
 Enter a Command Line Search like: #669751241
 Click Ok button



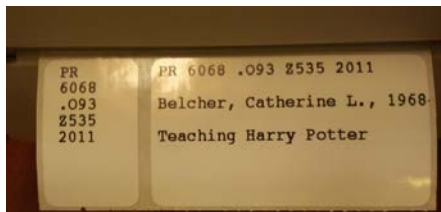
Choose to print label



This screen will come up.



Click: Print



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Appendix A Innovative Checkin System Settings

<http://csdirect.iii.com/documentation/milserlabel.shtml>

admin client or ssh

a >additional system functions

a >alter system parameters

s > system codes

o > set system options

s >serials options

2> Label specifications

Used to be for Epson FX-850 Dot Matrix printer:

1>Print Spine label.....YES

2>Width of spine, in columns.....8

3>Width of label, incolumns.....28

4>Width of gap, in columns.....2

5>Height of label, in lines.....15

6>Vertical space between labels on printout, in lines.3

7>Printer Selection.....USE LOCAL PRINTER

8>Breakmode for call number.....

Changed to for Zebra GC420t Thermal Printer:

Used to be:

1>Print Spine label.....YES

2>Width of spine, in columns.....12

3>Width of label, incolumns.....28

4>Width of gap, in columns.....5

5>Height of label, in lines.....9

6>Vertical space between labels on printout, in lines.3

7>Printer Selection.....USE LOCAL PRINTER

8>Breakmode for call number.....

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Appendix B Printer Hardware Information

For Spine and Pocket Label Printing

Printer: Zebra GC420t CDW Part: 2779213 \$408.97ish

<http://www.cdw.com/shop/products/Zebra-G-Series-GC420t-label-printer-monochrome-direct-thermal-therm/2779213.aspx?enkwr=ALLPROD%3a|gc420t|All%20Product%20Catalog>

Ribbon: Zebra 5095 Resin - print ink ribbon refill (thermal transfer) - black (12 pieces)

Mfg. Part: 05095GS11007|CDW Part: 1673657|UNSPSC: 44103112

<http://www.cdw.com/shop/products/Zebra-5095-Resin-print-ink-ribbon-refill-thermal-transfer-black/1673657.aspx?enkwr=ALLPROD%3a%7cZebra%25205095%2520Resin%2520Ribbon%2520for%2520%25249.56%2520%2520Part%2520%2523%253a%2520%252005095GS11007%7cAll%20Product%20Catalog>

Label: two part: 15/16" x 1 7/6" and 2 5/8" x 1 7/16" (2,000/roll) Bayscan Technologies

Part: Spine/Pocket Set \$52.00

http://www.bayscan.com/?subcats=Y&status=A&pshort=Y&pfull=Y&pname=Y&pkeywords=Y&search_performed=Y&cid=0&q=dynlabttpls&x=0&y=0&dispatch=products.search

For Spine only label printing

Printer: Zebra TLP 2824 Plus CDW Part: 2018514 \$282.15ish

<http://www.cdw.com/shop/products/Zebra-TLP-2824-Plus-label-printer-monochrome-direct-thermal-thermal/2018514.aspx>

Ribbon: Zebra 5095 Resin - print ink ribbon refill (thermal transfer) - black (**12 pieces**)

Mfg. Part: 800132-201|CDW Part: 2565601|UNSPSC: 44103116

<http://www.cdw.com/shop/products/Zebra-5095-Resin-print-ink-ribbon-refill-thermal-transfer-black/2565601.aspx?enkwr=ALLPROD%3a|800132-201|All%20Product%20Catalog>

Label: 15/16" x 1 7/16" (2,000/roll) Bayscan Technologies Part: DYNSPINE \$36.00

http://www.bayscan.com/?subcats=Y&status=A&pshort=Y&pfull=Y&pname=Y&pkeywords=Y&search_performed=Y&cid=0&q=dynspine&x=0&y=0&dispatch=products.search

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Appendix C Staff Printer Handout

Zebra GC420t fact sheet for staff who use them: 01/10/14

Change media 3:20 seconds

<http://www.youtube.com/watch?v=ckSe6mkLRro>

- 1) When circle around green button is red:
Check to make sure the lid is securely closed.
Push green button and it should turn red.

- 2) To align labels
Hold green button until it is blinking 2 times and then release. Several labels will come out and the printer aligns labels.

Quick calibration procedure

<http://www.youtube.com/watch?v=mD7nrSsy7s>

clean print head

<http://www.youtube.com/watch?v=IKLxtuB8IVM>

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Appendix D Innovative Enable Print Templates Admin Corner

Admin Corner

A> Additional System Options

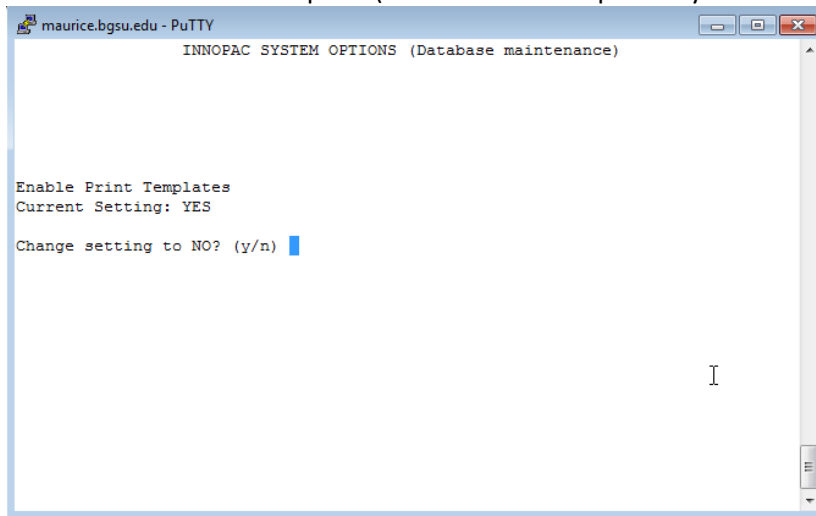
A> Alter System Parameters

S> System Codes

O> Set System Options

D> Database Maintenance

41> Enable Print Template (Your Number will probably be different based upon purchased options)



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