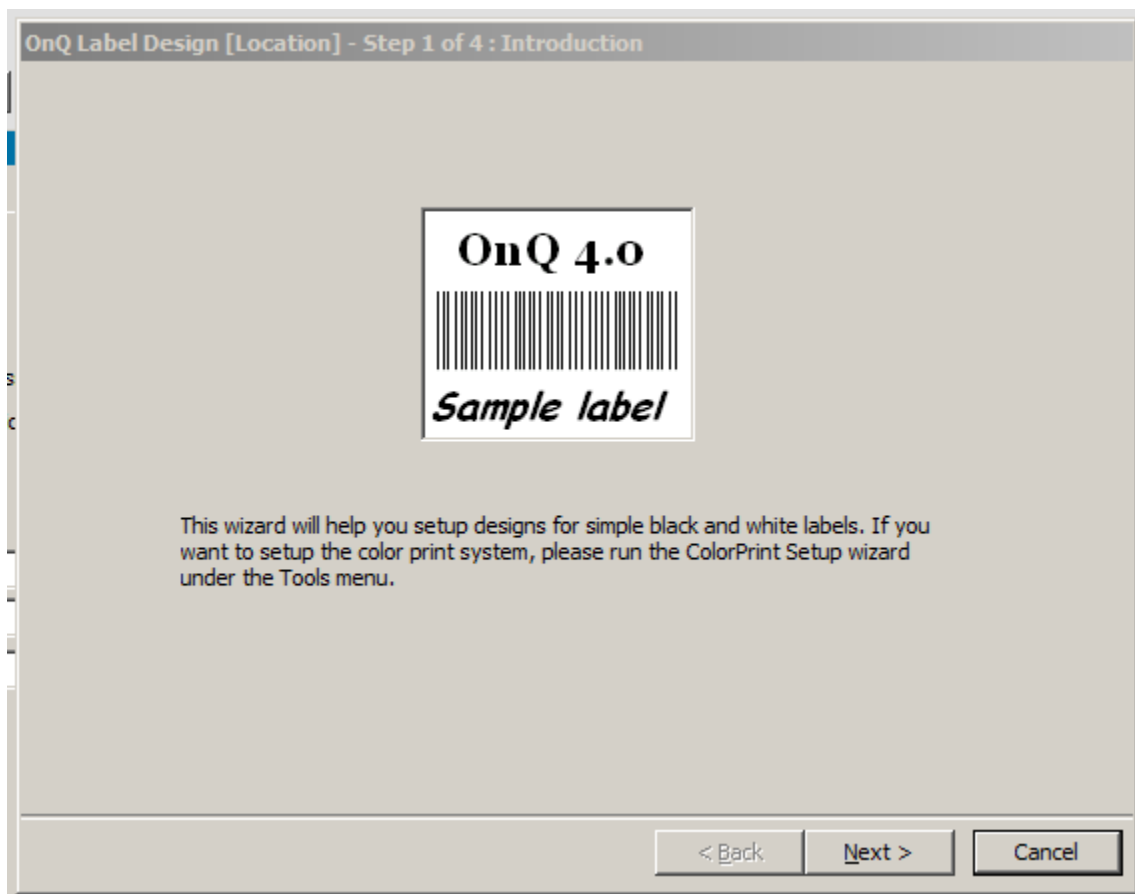


## **LABEL DESIGN WIZARD**

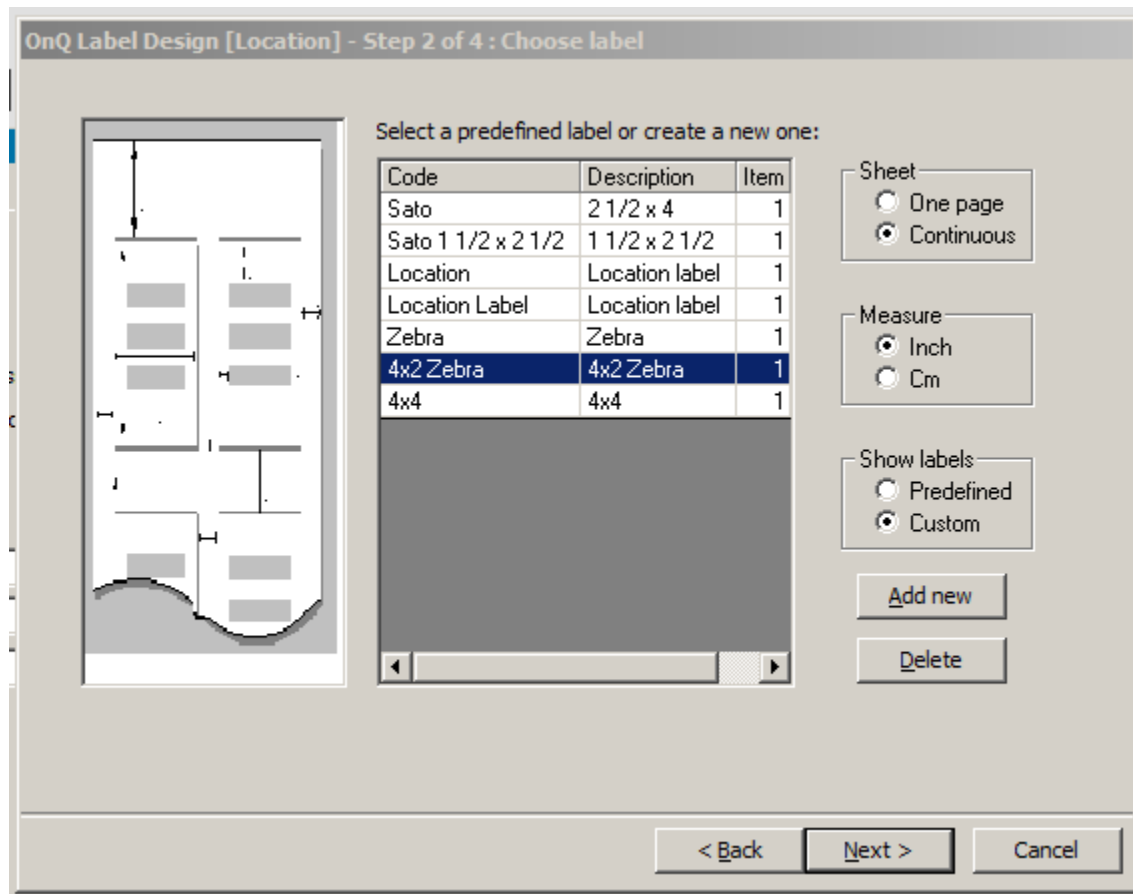
The OnQ Label Design Wizard allows users to create and design their location and item barcode labels. The following screen-shots are from the LOCATION LABEL wizard and show the sequential steps to follow when creating location labels. The same functionality is used in the ITEM LABEL wizard (item labels are referred to as FOLDER LABELS).

### **1. Opening the design wizard, which is found under in the OnQ 'Labels' menu.**



## **LABEL DESIGN WIZARD**

**2. Define label size and style. The settings for OnQ standard labels are shown: '4x2 (inch) Zebra,' continuous roll, custom size.'**



## **LABEL DESIGN WIZARD**

- 3. Custom label configuration screen that opens if you choose 'Add New' (label) on preceding screen.**

Custom Label

Label Name:

Description:

Unit of Measure  
 Inch  
 Cm

Label Type  
 Sheet feed  
 Continuous

Orientation  
 Portrait  
 Landscape

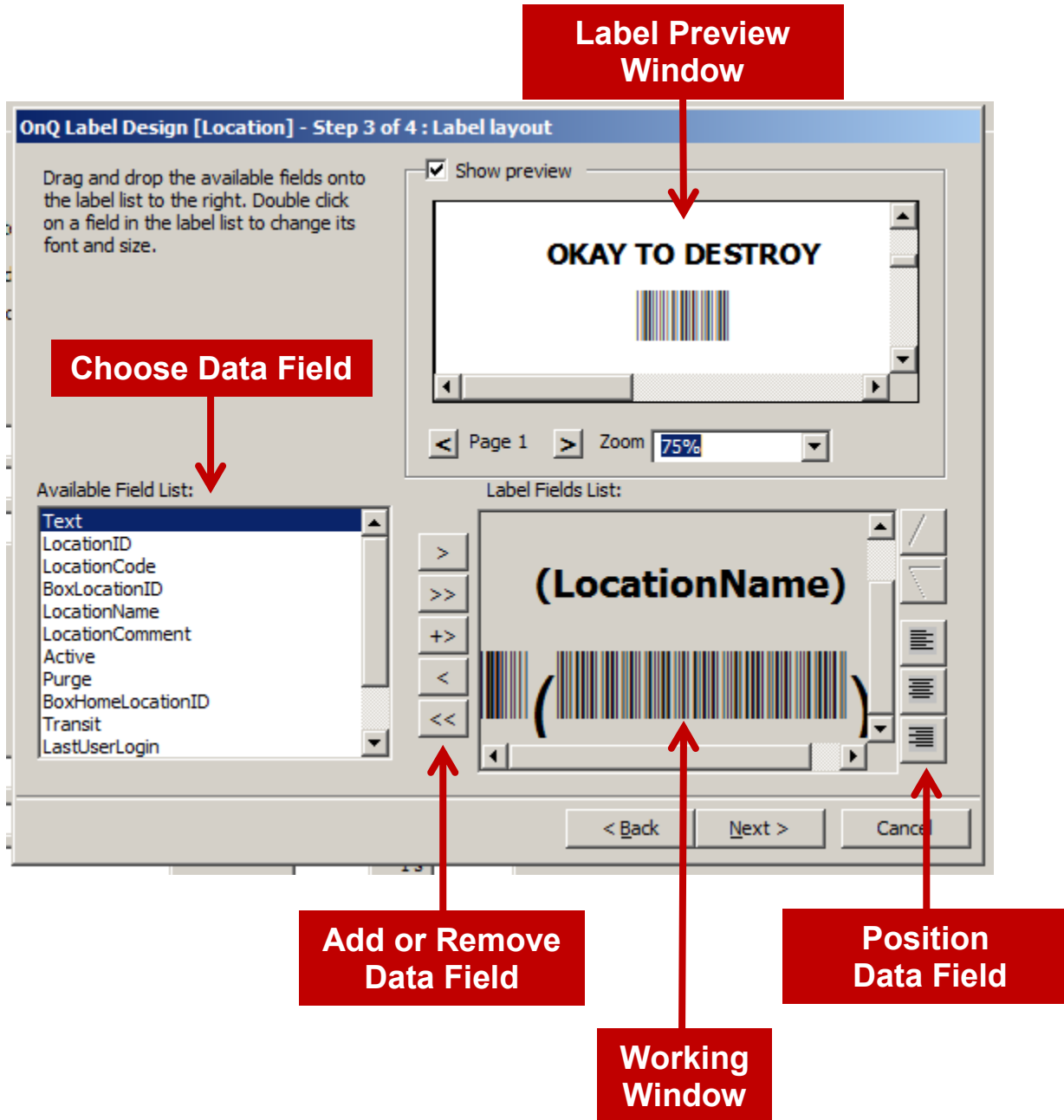
Enter label measurement in:  Number Across

Enter a name for this label...

OK Cancel

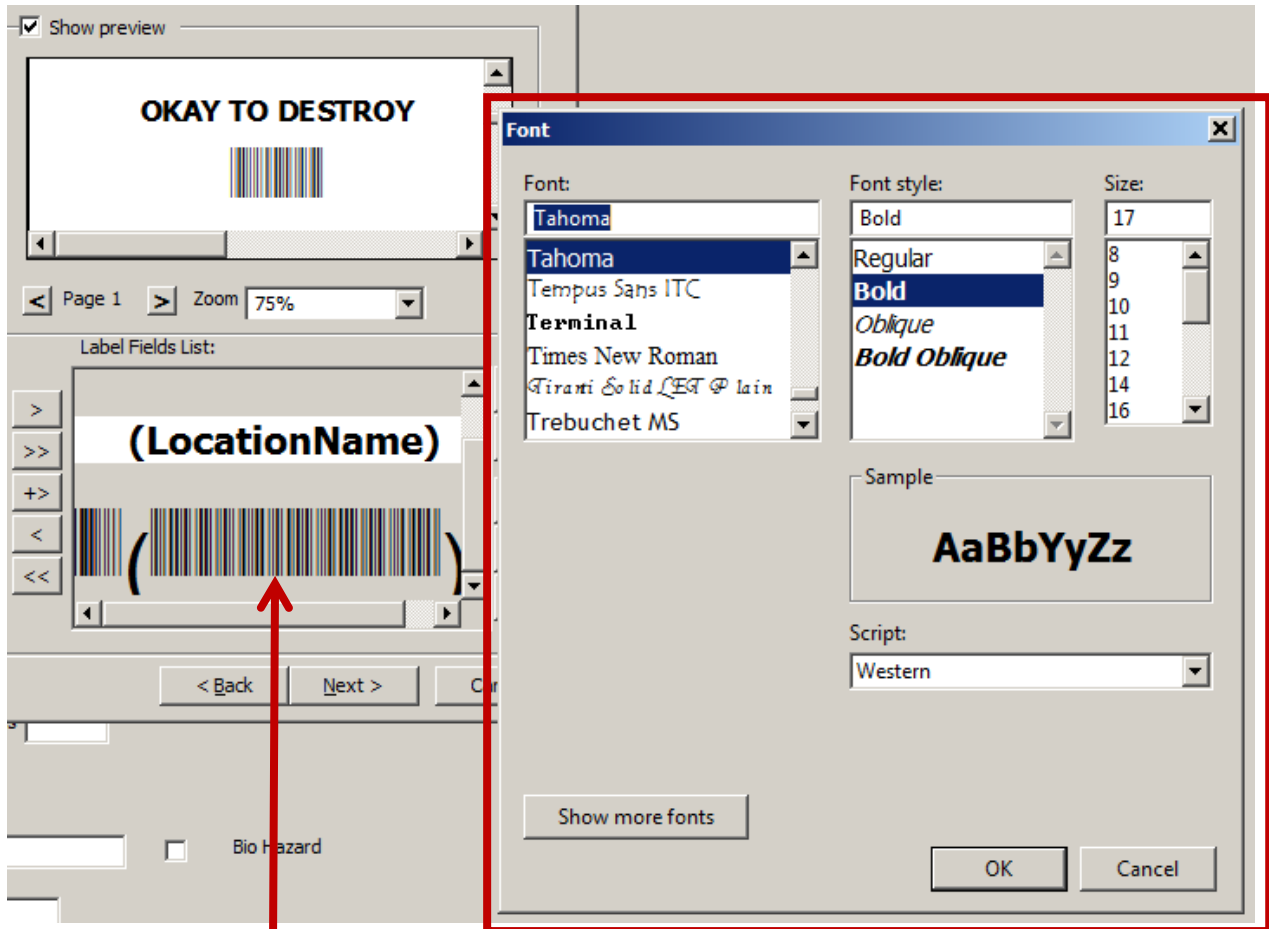
## **LABEL DESIGN WIZARD**

4. 'Label Layout' screen, which allows users to choose the data fields that will appear on location labels; to position the fields on the label; and to set the font, font style and size of the data on the label.



## **LABEL DESIGN WIZARD**

5. Tool for setting label font, font style and size. Tool opens by double-clicking on label text in working window.



**Working  
Window**

## [LABEL DESIGN WIZARD](#)

### 6. Completion box. Click 'Finish' to exit the label design wizard.

