

## **Free labelling**

After installing WinTree® CONNECT 2019 version, every WinTree® user has access to the 'free labelling' module. This module allows labels to be printed without the need for a sales order or delivery.

## **Create labels**

Labels are made using the easy labelling program. To open this program, go to File - print labels, or

click on the 👎 icon.				
🙀 Free-labels				
Label type O Plant-label Default setting	Contact-label	Easy label	Latin name: Abelia chinensis Native name: Free text:	
Search layout Printer:	Sneletiket (sleuf) Default printer	×	Numbers 1 / 2:         /         Price 2:         ,00	
-Plant label infor Matchcode:	mation ABCHINEN Abelia chinensis		Abelia c	hinensis
Size code:	P9 p9cm			
Price: Barcode:	2,00	Euro		
Quantity	1	Buffer:	٢	*
New	<u>C</u> ancel	Print	Lay-out wizard	Show labels in buffer (0 labels)

In the field 'Matchcode' type a plant name to print the labels for. The free text can be used to print information on the label, such as flowering information text.

After setting the size, the base price (and possibly the retail price) will be calculated and filled out from the catalogue, depending on the settings and available functions.

What information is printed on the label depends on the used label lay-out. At the bottom, it is possible to change the label layout by using the 'layout' drop down list. For more information on altering label layouts, go to <u>Adjusting labels</u>.

Click on print to print the information using the selected printer.