

Setup Receipt Printer for CARL

Receipt Printers In CARLX (desktop client)

- Go to File > Receipt Printer Setup
- Check “Receipt Printer Attached to PC”
- “Use Custom Receipts.”
- From the Printer dropdown choose your printer (EPSON TM-T88V Receipt is common)
- Print at the End
- Automatically Generate:
 - Charge Receipts
 - Renewal Receipts (if appropriate)
 - Hold/In Transit Receipts
 - Refund Receipts
 - In Transit Receipts
 - Hold Slips
- Choose the custom receipts you want to add under Type.
 - You can save one template for each receipt type. They won’t all show but they are saving the template settings.
- A custom message can be added in “Custom Receipt”

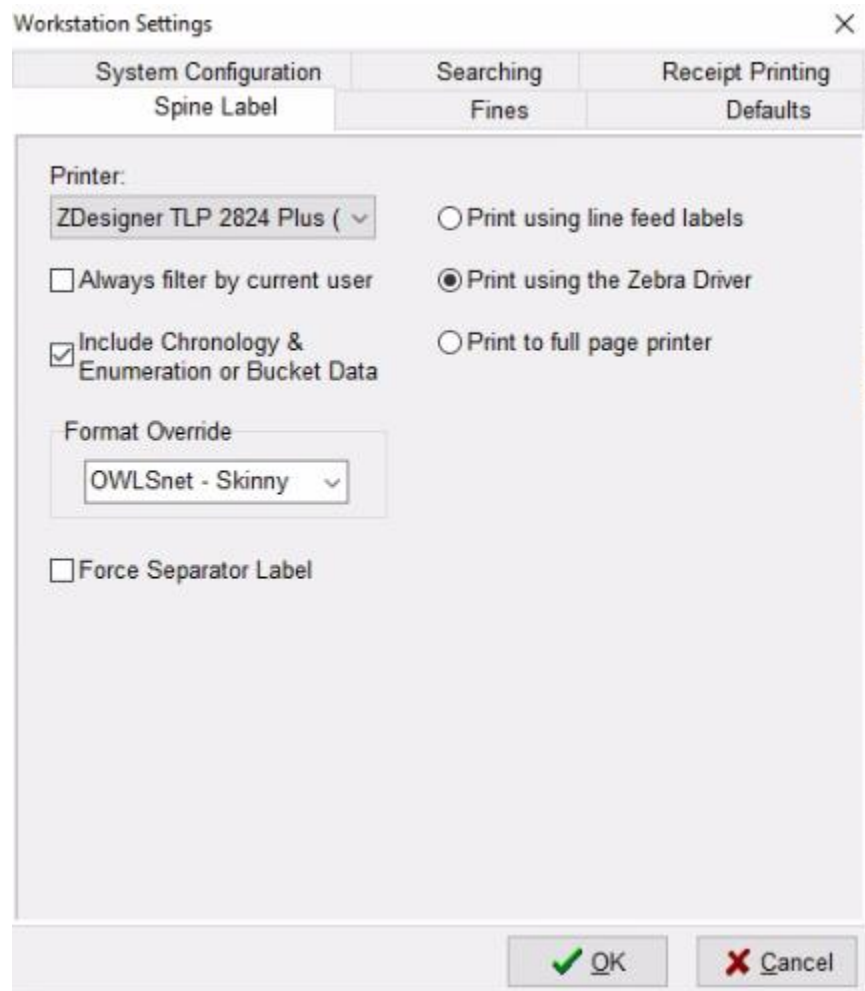
The screenshot shows the 'Workstation Settings' dialog box with the 'Receipt Printing' tab selected. The settings are as follows:

- Receipt Printer Attached to PC
- One Receipt Per Item in Charge and Renew
- Use Custom Receipts
- Printer: EPSON TM-T88V Receipt
- When to Print: Print as you go, Print at the end
- Format: Characters per Line 40
- Automatically Generate:
 - Charge Receipts
 - Renewal Receipts
 - Hold/In Transit Receipts
 - Refund Receipts
 - In Transit Receipts
 - Hold Slips
 - Negotiation Receipts: 0
- Custom Receipts:
 - Type: Patron Receipt
 - Template: Sample Patron
- Printer Feed Options:
 - Automatically Cut
 - Form Feed
- Custom Message: (empty text box)

Buttons: OK (green checkmark), Cancel (red X)

Spine Label Printers in CARLX

- In CARLX Staff, go to Tools > Set Workstation Settings > Spine Label
- From Printer, select the spine label printer (often ZDesigner) from the drop-down menu
- Check “Include Chronology & Enumeration or Bucket Data” to print volume information
- Select “Print using the Zebra Driver”
- From Format Override select “OWLSnet - Skinny” or “OWLSnet - Wide”
- OK



Receipt Printers In CARL Connect Staff (web platform)

<https://owlsnettest.carlconnect.com/login.html> (Test database)

<https://owlsnet.carlconnect.com> (Production database)

- Go to the three dots and select Settings
- Select a Default Receipt Type: this will not automatically email or print, it will only check that option of “email” or “print” when you click “Finish/Receipt”
 - Do not select Text as we aren’t using this feature.

During Checkout

- Click “Finish/Send”
- Select the appropriate printer destination from the print preview menu when it appears and click “print”