

PACK LABELS

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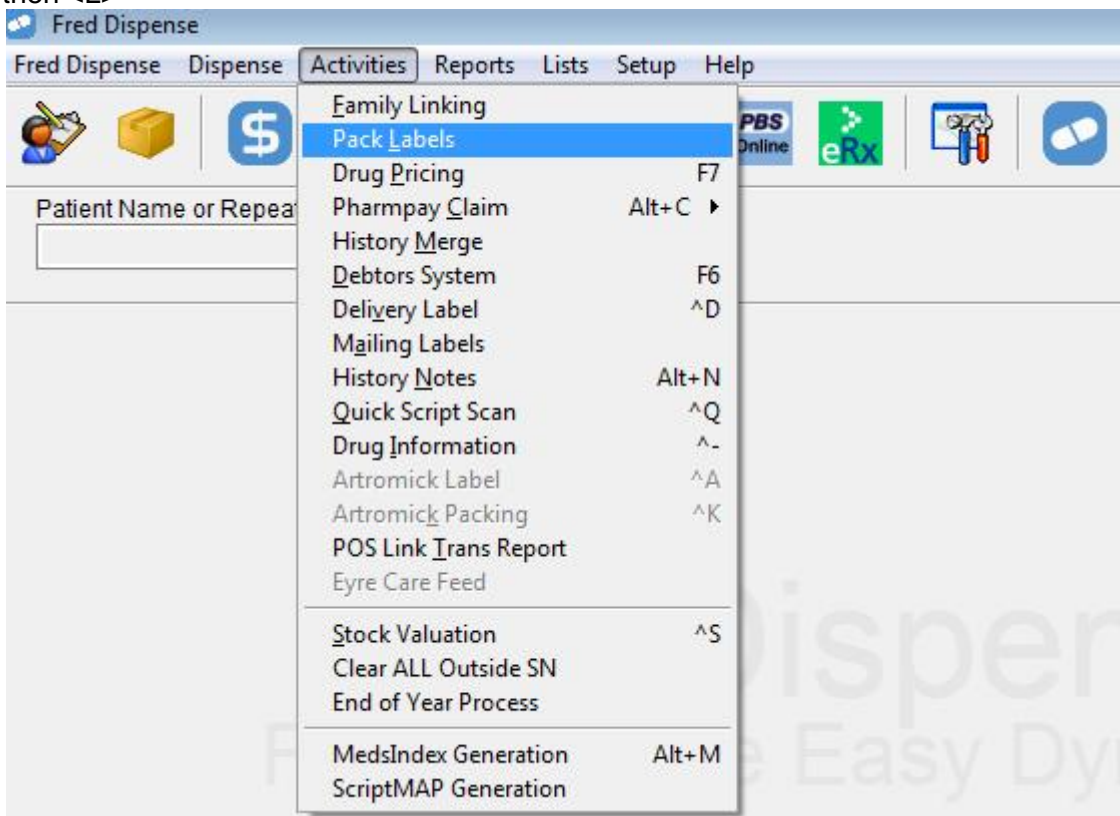
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Summary

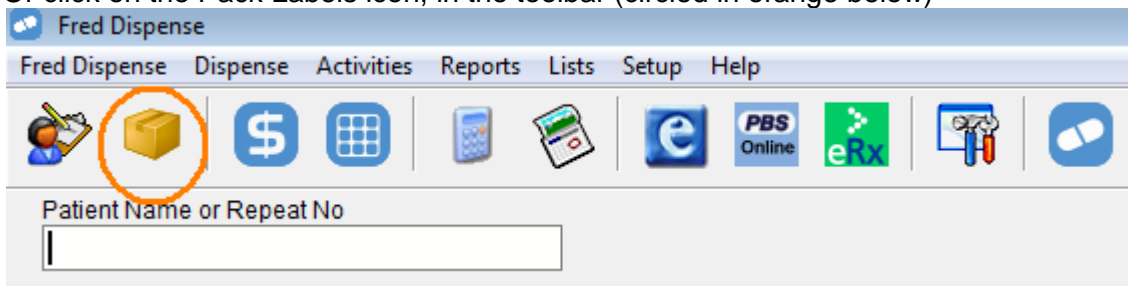
Pack labels are free-text labels that are used to label items that are not dispensed. Eg. An extemporaneous cream manufactured in the Pharmacy. These can be saved for future reprinting for regularly used items

Details

To Access Pack Labels click on the Activities Menu and then on Pack Labels or Press <ALT+A> and then <L>



Or click on the Pack Labels icon, in the toolbar (circled in orange below)



To print an existing pack label use the <down arrow> or <up arrow> or click on the label required

Highlight <Add Label> to make a new pack label

Highlight Casual Label to print a label for a one-off item

Pack Labels layout defaults to your specified Label Format in Setup – Dispense Options.

Choose if you would like the text to be normal size or condensed

Press <ALT+P> or click on the print button to Print

Click Update to change an existing Pack Label

Click Save to store the new pack label

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