

SKINNY LABELS

Updated September 2019

Schedule new report
Highlight Amy's Skinny Labels
Set up and schedule
Select tab for item IDs
Click on gadget at far right
Scan in barcodes
Save
Run now
Open report
Uncheck the View Log box
Click OK
Double click on label you need to edit
Double click on line in label you need to edit
Make your changes
Click OK
Continue with this until all labels have been edited
Click on printer icon
Choose correct printer
Print (we print these onto plain white paper)