

Virtual Labels Printing - Microsoft Internet Explorer

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Address <http://www.filelabel.com/print/> Go Links

 **Virtual Labels**



UserID:

Password:

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Internet

VIRTUAL LABELS PRINTING

Please point your web browser to:

www.filelabel.com/print

At the Logon Screen:

Just type in your UserID & Password

You can logon with:

UserID = guest

Password = guest

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News Label Designs **Single Label** Multiple Labels Help

Please enter Variable data values for each field below

#	Field Name	Value	Example
1	Year	<input type="text" value="06"/>	06
2	Last, First	<input type="text" value="Smith, John"/>	Smith, Mildred T
3	PatientID	<input type="text" value="123456"/>	123456
4	DOB	<input type="text" value="12/31/1949"/>	01/19/1935

Print Position

Add Label
Spread Sheet
Page Preview
Clear

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Single Label Entry:

This screen is customized to match your label design, so that you can type in data for one label at a time and print it right away.

Type the data for each field.

Hit TAB or click to move between fields.

Once you have entered the data for a label, you can click the "Print Preview" button to preview and print a single label, or if you are going to enter data for additional label(s), click the "Add Label" button.

If you entered data for multiple labels, click the "Spreadsheet" button to see all of the label data.

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Data Entry Spreadsheet

Label #	Delete Row	Year Ex: 06	Last, First Ex: Smith, Mildred T	PatientID Ex: 123456	DOB Ex: 01/19/1935
1	<input type="checkbox"/>	04	Abcott, Mary	00001	01/01/55
2	<input type="checkbox"/>	05	Defoe, Daniel	12345	02/24/77
3	<input type="checkbox"/>	06	Ghist, Paul	23456	03/15/88
4	<input type="checkbox"/>	07	Jklar, Mary	34567	04/30/90
5	<input type="checkbox"/>	08	Mnomene, Athos	45678	11/11/11
6	<input type="checkbox"/>	09	Pqrst, Ellen	98765	12/17/34
7	<input type="checkbox"/>				
8	<input type="checkbox"/>				
9	<input type="checkbox"/>				
10	<input type="checkbox"/>				
11	<input type="checkbox"/>				
12	<input type="checkbox"/>				
13	<input type="checkbox"/>				
14	<input type="checkbox"/>				
15	<input type="checkbox"/>				
16	<input type="checkbox"/>				
17	<input type="checkbox"/>				
18	<input type="checkbox"/>				
19	<input type="checkbox"/>				
20	<input type="checkbox"/>				
21	<input type="checkbox"/>				
22	<input type="checkbox"/>				
23	<input type="checkbox"/>				
24	<input type="checkbox"/>				
25	<input type="checkbox"/>				
26	<input type="checkbox"/>				
27	<input type="checkbox"/>				
28	<input type="checkbox"/>				
29	<input type="checkbox"/>				

Print Page Preview Open File Sample Data Delete Checked Clear Data Restore Data

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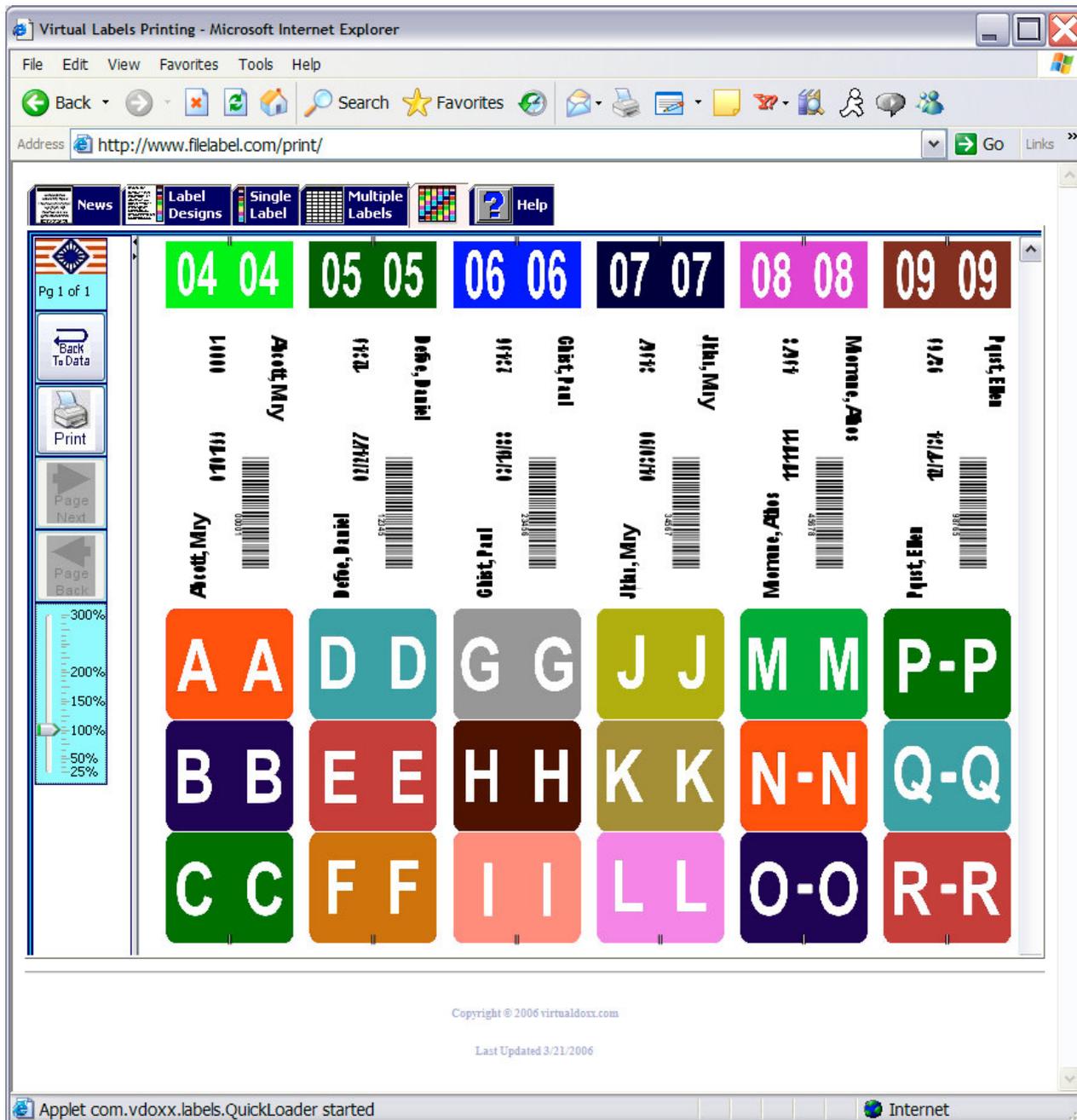
SpreadSheet

This screen is also customized to match your label design. You can type in data for multiple labels, or import files from spreadsheets or databases, to print all at once.

You can review, edit, insert, and delete rows to clean up data prior to printing.

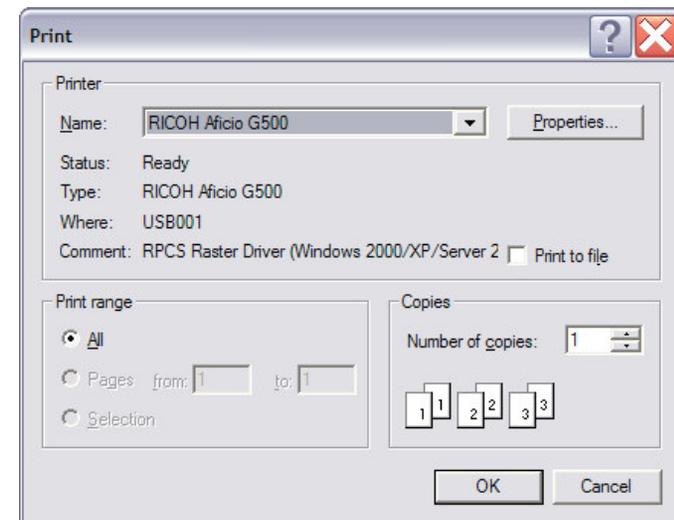
Then click "Page Preview"

For sample labels, click on the "Sample Data" button to open and import a sample data file. This makes it easy to print a page of sample labels without typing any data at all.



Clicking the “Page Preview” button displays a page of labels with the data you entered or imported.

Then just click the “Print” button to print on your color printer!



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Virtual Labels is the easy, fast, and modern way to color-code your file folder records!

Everything you need is printed on one easy-to-apply label - right from your own printer.

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