Printing Specimen Labels

You can configure the MayoACCESS application to automatically print specimen labels when you order a test or when you close a batch. You can also print specimen labels from the Order Search page.

To print specimen labels, follow these steps:

1. On the Orders menu, click Order Search.
   
   **Tip:** Alternatively, you can click Order Search in the extended frameset.

2. On the Order Search page, select the order for which you want to print specimen labels.
   
   **Tip:** Click the Search Criteria tab and use that page to locate the order. For instructions, see Searching for an Order on page 48.

3. Click the Specimen Labels link.
   
   **Tip:** If the Specimen Labels link is not shown on the Order Search page, it is available on the SmartMenu.
Resetting the Label Printer
To reset a label printer, follow the instructions for your label printer model.

Resetting an LP2824 Printer
To reset an LP2824 printer, follow these steps:

1. Turn the printer off.
2. Press and hold the Feed button while turning the printer on.
3. When the light starts flashing, release the button.
   The light begins flashing again and the printer starts printing a dump. The last label is printed with the following message:
   Now in Dump
4. Press and hold the Feed button again.
   The last label is printed with the following message:
   Out of Dump

Resetting an LP2824 Plus Printer
To reset an LP2824 Plus printer, follow these steps:

1. In Windows, click Start, and then click Devices and Printers.
2. Right-click the ZDesigner LP2824 Printer and click Printer Properties.
3. Click the Advanced tab.
4. Click Printing Defaults.
5. Click the Tools tab.
6. In the Command type list box, click Action.
7. In the Command name list box, click Reset Printer.
8. Click Send.

Switching the Label Printer Mode
To switch a label printer that is not in Page mode, follow the instructions for your label printer model.

Switching an LP2824 Printer between Line and Page Modes
To switch a printer between line and page modes, follow these steps:

1. Turn the printer off.
2. Press and hold the Feed button while turning the printer on.
3. When the light starts flashing, release the button.
4. When the light begins flashing again, press and hold the button.
5. Release the button.
   The light goes off and the printer has switched modes.
6. To check what mode the printer is in, repeat steps 1 - 5.

Switching an LP2824 Plus Printer to Page Mode

To switch the printer to page mode, follow these steps:

1. In Windows, click Start, and then click Devices and Printers.
2. Right-click the ZDesigner LP2824 Printer and click Printer Properties.
3. Click the Advanced tab.
4. Click Printing Defaults.
5. Click the Tools tab.
6. In the Command type list box, click Action.
7. In the Command name list box, select Switch to Page Mode.
8. Click Send.

Switching an LP2824 Plus Printer to Line Mode

To switch the printer to line mode, follow these steps:

1. In Windows, click Start, and then click Devices and Printers.
2. Right-click the ZDesigner LP2824 Printer and click Printer Properties.
3. Click the Advanced tab.
4. Click Printing Defaults.
5. Click the Tools tab.
6. In the Command type list box, click Action.
7. In the Command name list box, select Switch to Line Mode.
8. Click Send.