



CalSAWS Reception Receipt Printer Setup Guide

Zebra Setup Utility

July 25, 2023

Zebra Browser Print Installation and Configuration

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Prerequisites

The prerequisites below must be reviewed before completing the utility and browser print installation.

Printer Installation

The Zebra receipt printer needs to be installed by the appropriate managed or non-managed county protocol:

- Managed County: For managed counties a [ServiceNow](#) ticket will be submitted, and a remote tech will be dispatched for installation.
- Non-managed County: For non-managed counties a local county IT person should be dispatched for installation.

Network Connected Printers

If your office is using network attached printers, the printer should be powered on and connected to the network with an ethernet cable.

IP Address Configuration

The IP address of the printer should be set with a DHCP reservation. The MAC address to use for the reservation is listed on the bottom of the printer labeled as "EN".

IMPORTANT: The IP address of the printer **must be** in the same VLAN as the workstation.

To confirm the IP address is assigned to the correct printer, use the steps below to print a configuration label:

- Verify the status light is solid green.
- Press and hold the Feed button.
- The status light flashes once, and the button can be released.

Once the IP address has been set, label the printer with the IP address and designated network jack. This is critical in identifying which printer users will choose during the Zebra Browser Print configuration.

USB Connected Printers

If your office is using USB attached printers, the printer should be powered on and connected to the workstation with a USB cable. From the Windows Taskbar, click "search" then type "printers & scanners", you should see the Zebra <ModelNumber> connected in the device list.

Required Software Downloads

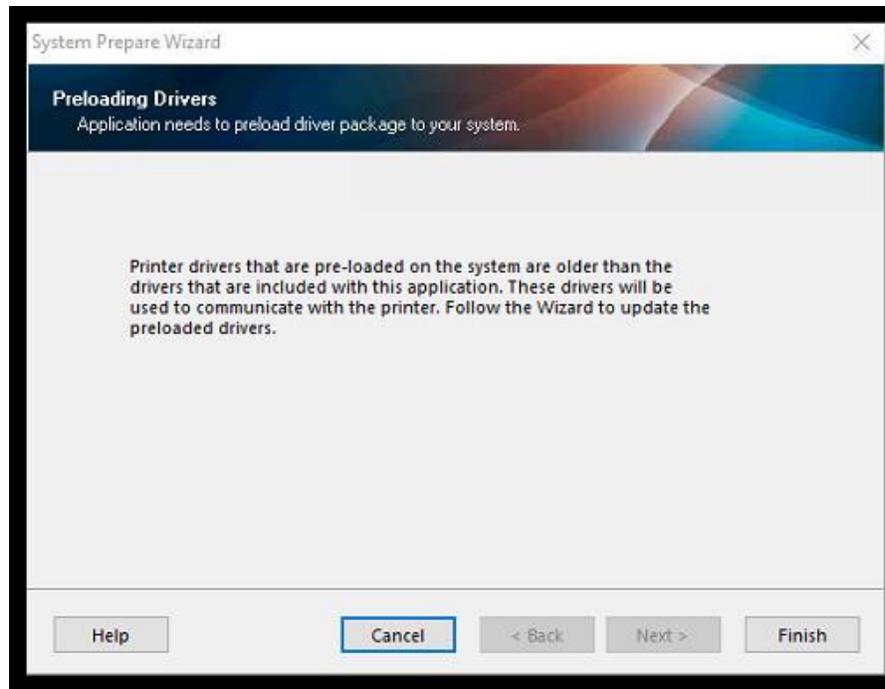
- [Zebra Setup Utilities](#)
- [Zebra Browser Print](#)

Configurations

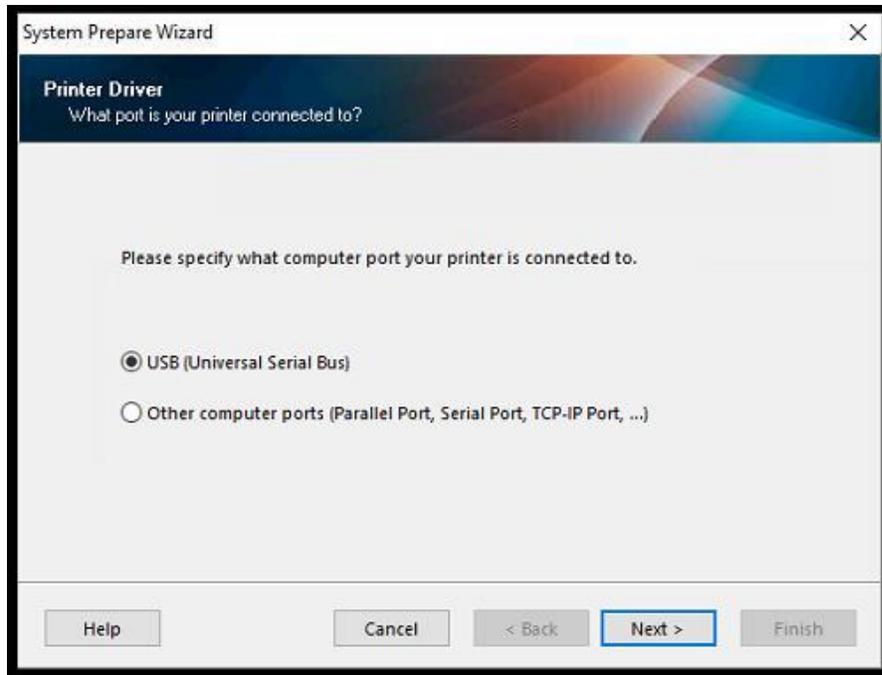
These instructions will guide you through installing the Zebra Browser Print utility. This setup allows any user that logs in to the workstation to use the receipt printer.

Workstation Configuration

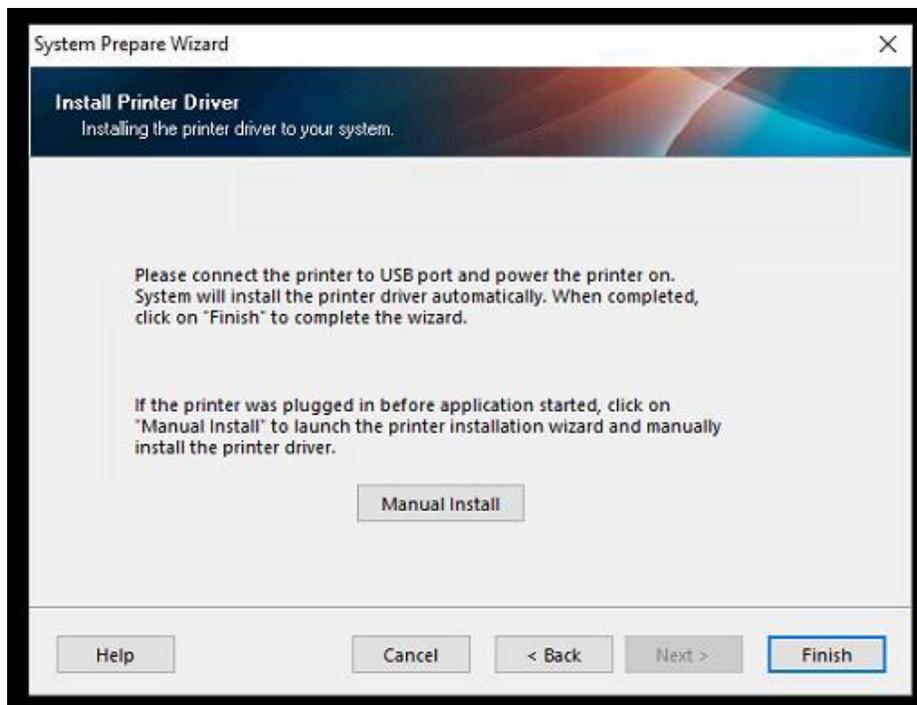
1. On each workstation, launch the Zebra Setup Utilities and the System Prepare Wizard window will open.



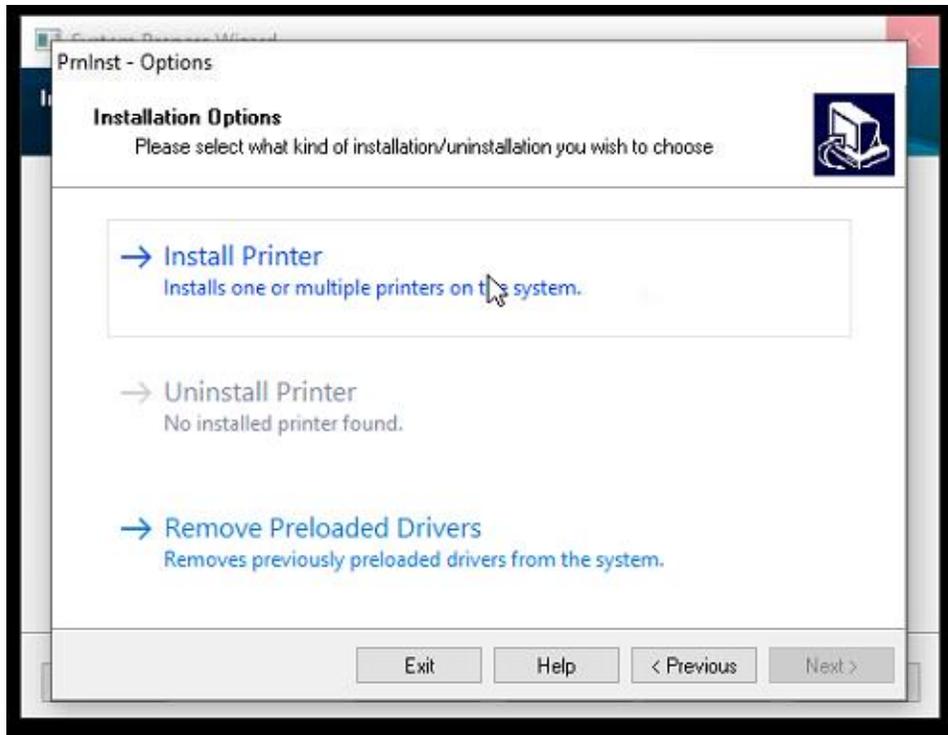
2. Click **Next** and two new options named **USB** and **Other computer ports** will appear. If the printer is connected by USB select **USB** and press **Next**. If the printer is connected over the network, select **Other computer ports** then press **Next** and Finish. Skip to step 4 to complete network setup on printer.



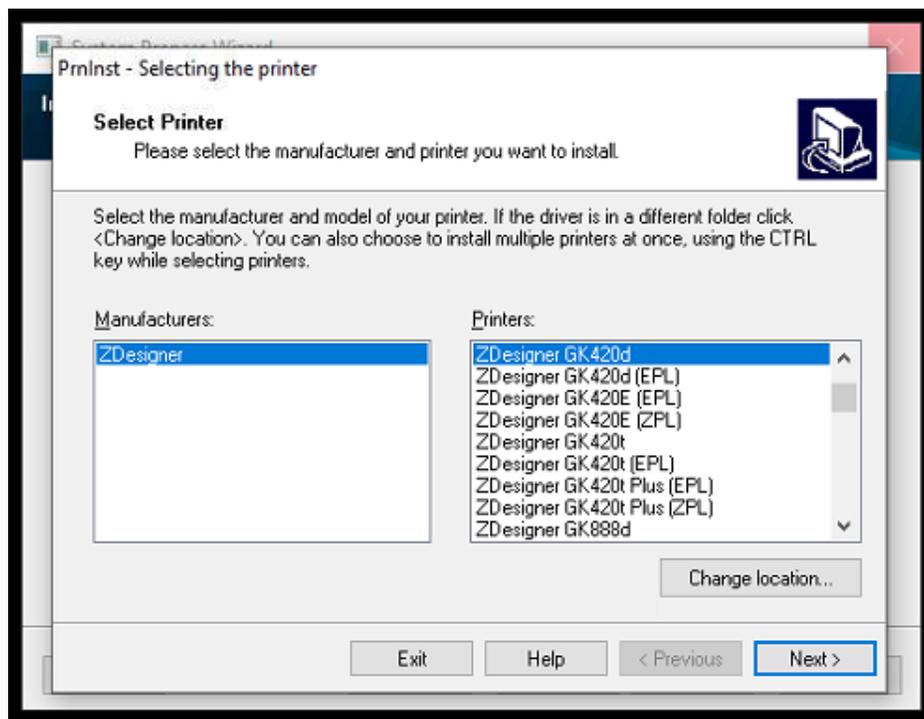
3. The printer will be automatically detected and show in Zebra Setup Utilities. Otherwise, you'll be prompted to try a manual install. If a manual install is needed, click the **Manual Install** button to complete the process.



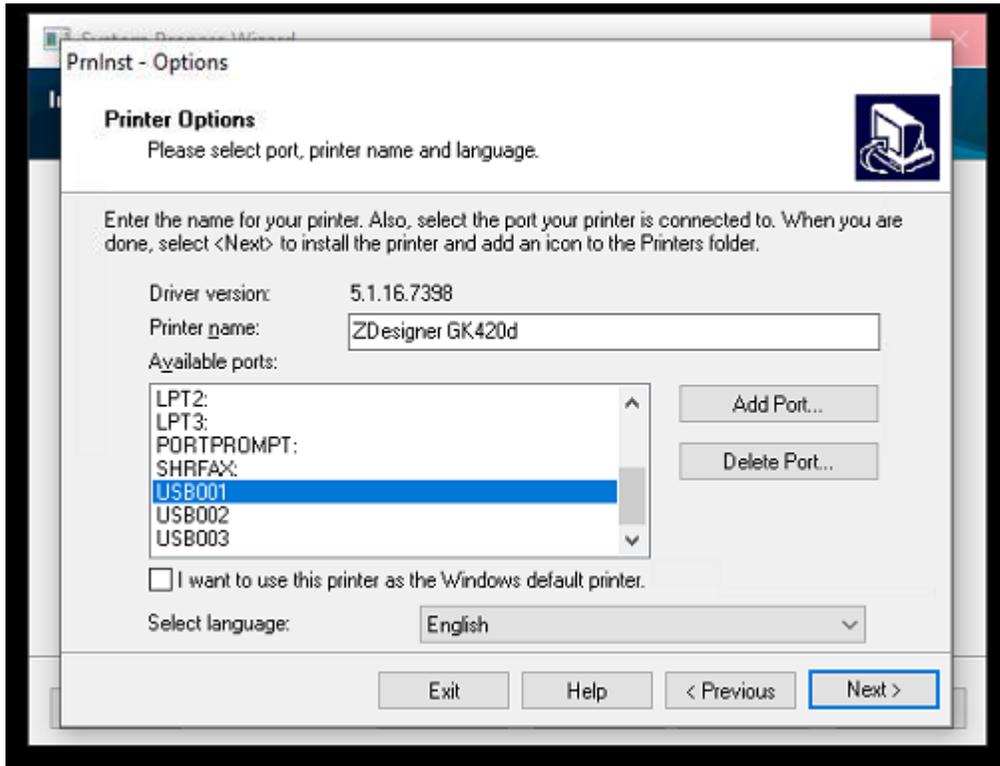
4. A new PrnInst window will open. Press **Next** and another window will open with an **Install Printer** option.



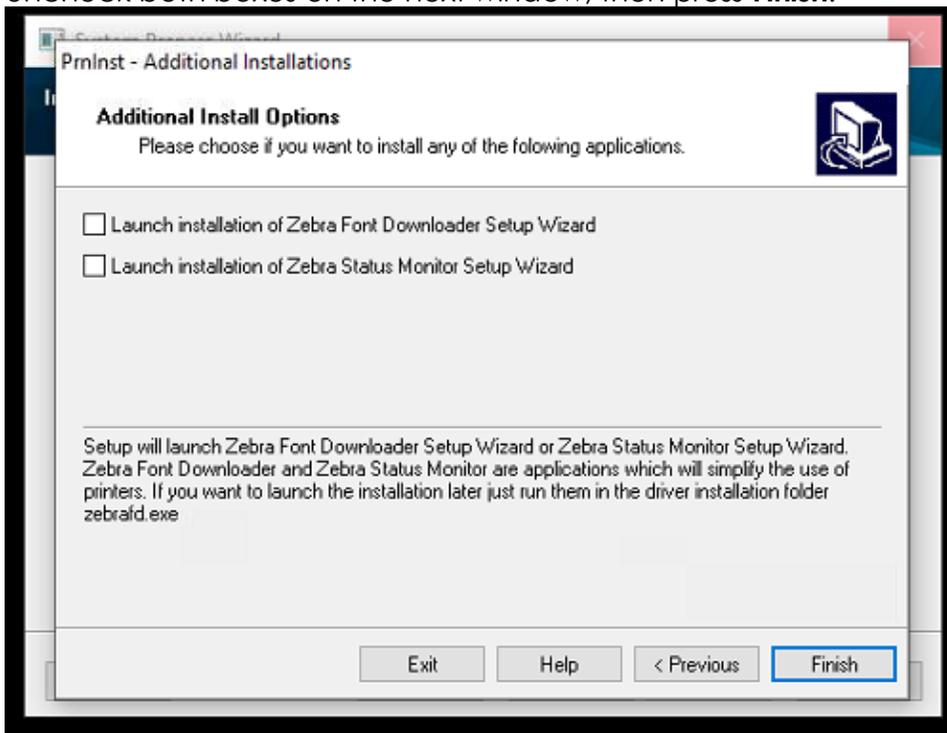
5. Select **Install Printer** to move to the next window and select the printer model from the list (Zdesigner GK420d or Zdesigner ZD421d). Once the printer model is selected press **Next**.



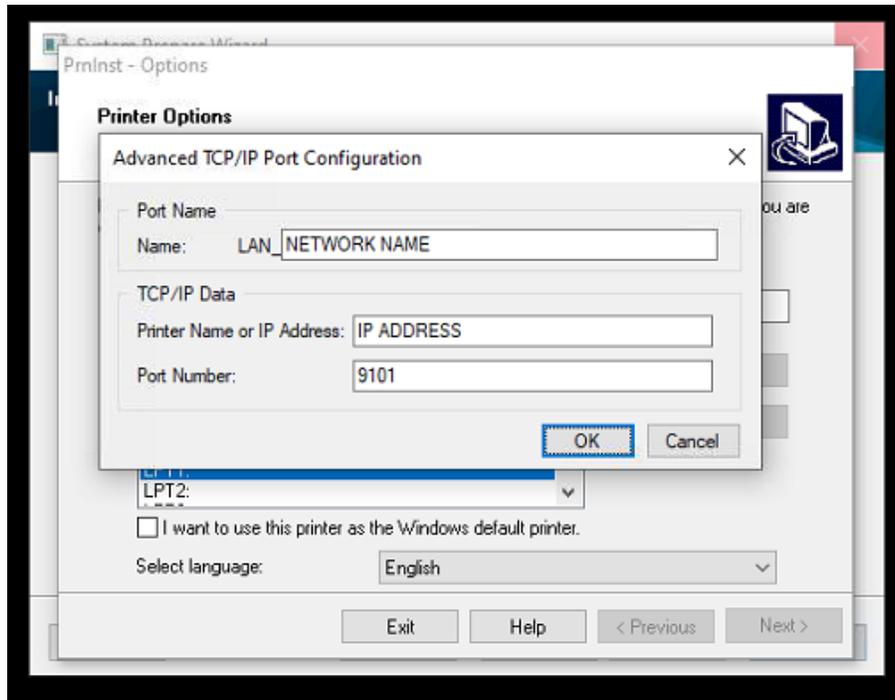
- If connected by network, skip to step 8.
If connected by USB, select **USB00#** from the available ports list then press **Next**.



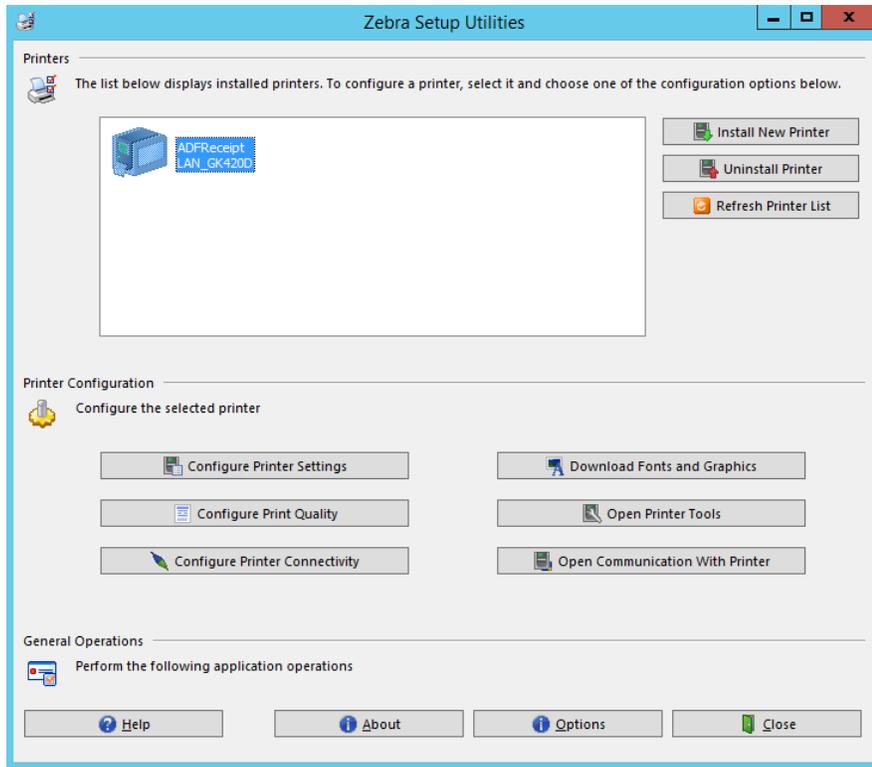
- Uncheck both boxes on the next window, then press **Finish**.



8. If connected over the network press **Add Port** and another window will open. Fill in the fields according to **IMAGE #** and then press **OK**. Select the newly made **LAN_NETWORK NAME** from the **Available Ports** list then press **Next**, uncheck both boxes on the next window, and then press **Finish**.

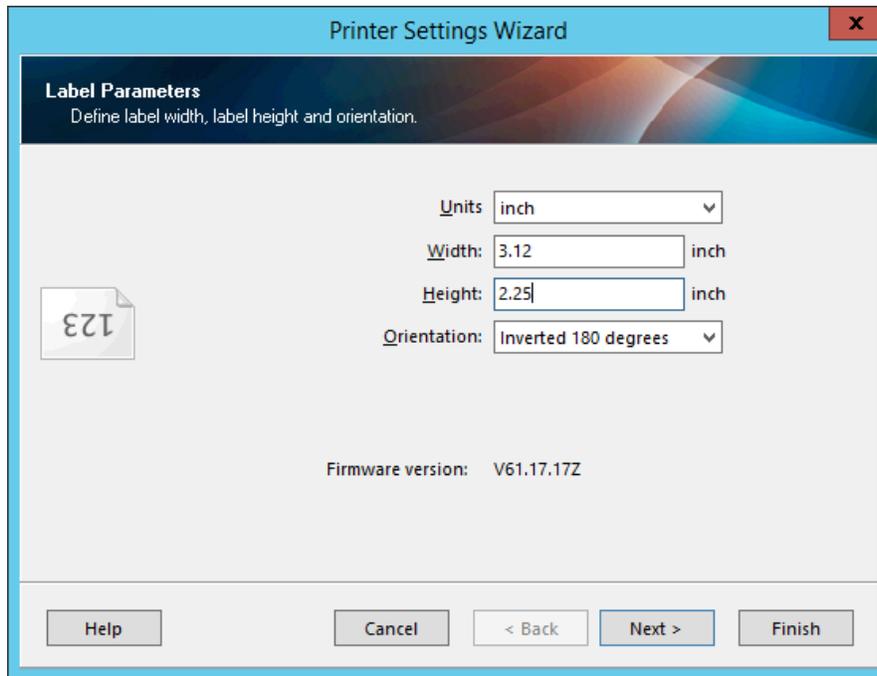


9. From the Zebra Setup Utilities Dashboard, select the printer that you just installed and click **Configure Printer Settings**.

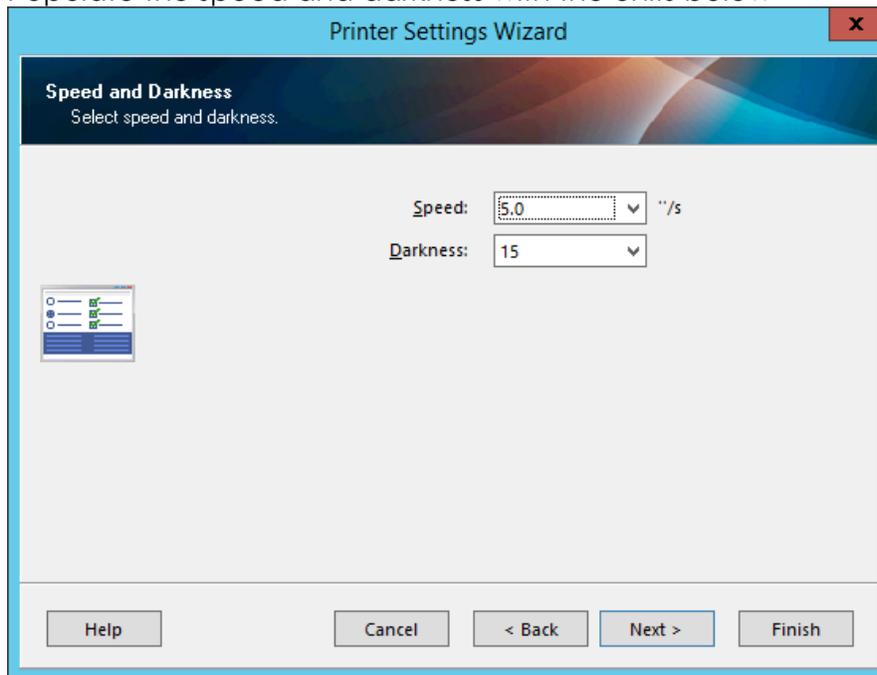


10. The *Printer Settings Wizard* will be started. Refer to the following images for the configuration options recommended by the C-IV Project for optimal performance. Modify the values appropriately, then click **Next** between screens. (Based on configuration of the device settings the orientation may need to be changed to its default settings) Follow through the visual prompts below

10.1 Populate the units, width and height with the configurations below. (If the prints are cut off of the receipt increase the width by increments of 2 until optimal visibility)



10.2 Populate the speed and darkness with the units below



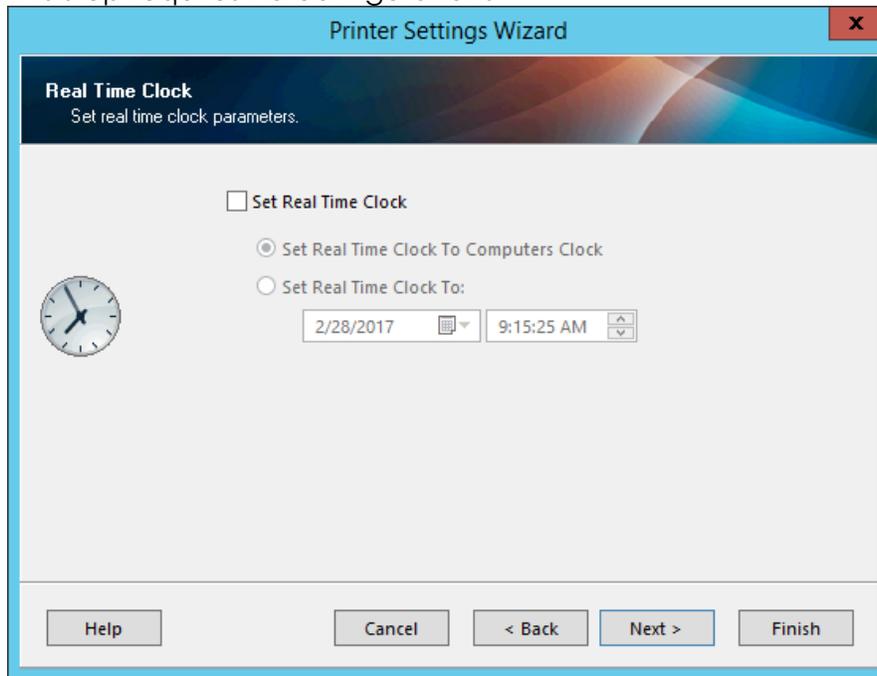
- 10.3 Populate the Media Type, Tear Off Adjust and the Label Shift with the configurations below. (Make note of the checked boxed below)

The screenshot shows the 'Media' page of the 'Printer Settings Wizard'. The title bar reads 'Printer Settings Wizard' with a close button (X) on the right. The page header is 'Media' with the subtitle 'Set media parameters and handling.' Below this is an icon of a roll of labels. The main configuration area includes: 'Media Type:' set to 'Continuous' in a dropdown menu; 'Tear off adjust:' set to '0.00' in a text box with 'inch' to its right; and 'Label Shift:' set to '0.00' in a text box with 'inch' to its right. Below these fields is the instruction 'To configure advanced settings, check the box below.' followed by a checked checkbox labeled 'Continue wizard with advanced settings'. At the bottom are five buttons: 'Help', 'Cancel', '< Back', 'Next >', and 'Finish'.

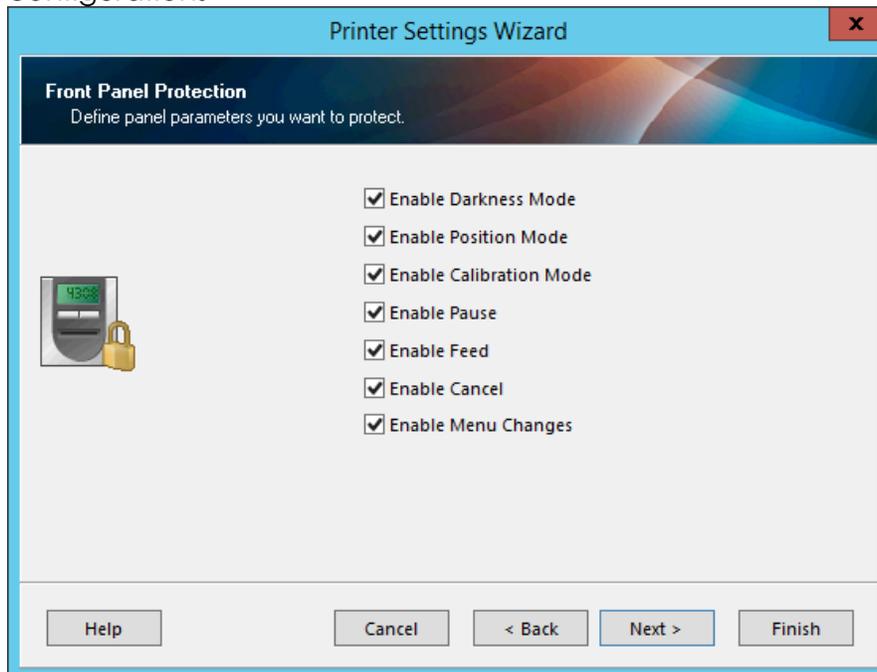
- 10.4 Populate the media handling, Media feed options, Backfeed, and ZPL Mode. With the configurations below

The screenshot shows the 'Advanced settings' page of the 'Printer Settings Wizard'. The title bar reads 'Printer Settings Wizard' with a close button (X) on the right. The page header is 'Advanced settings' with the subtitle 'Configure advanced settings for your printer.' Below this is an icon of a label with the number '123'. The main configuration area includes: 'Media Handling' set to 'Tear Off' in a dropdown menu, with 'Every 0 label(s)' below it; 'Media feed options' set to 'Feed to Next Label' in a dropdown menu; 'Backfeed:' set to 'Default settings' in a dropdown menu; an unchecked checkbox labeled 'Mirror Image'; and 'ZPL Mode:' set to 'ZPL II' in a dropdown menu. At the bottom are five buttons: 'Help', 'Cancel', '< Back', 'Next >', and 'Finish'.

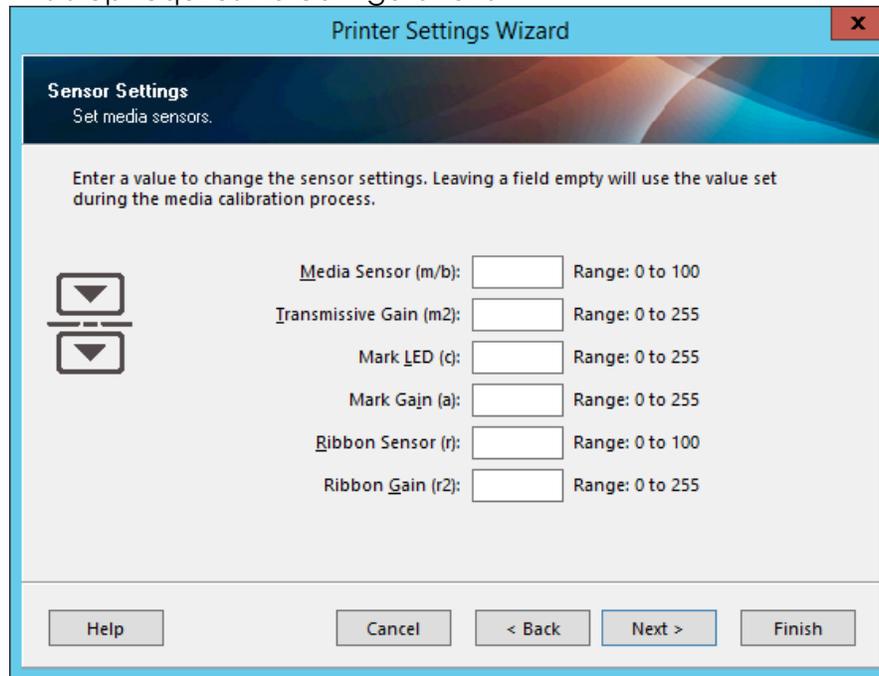
10.5 This step requires no configurations



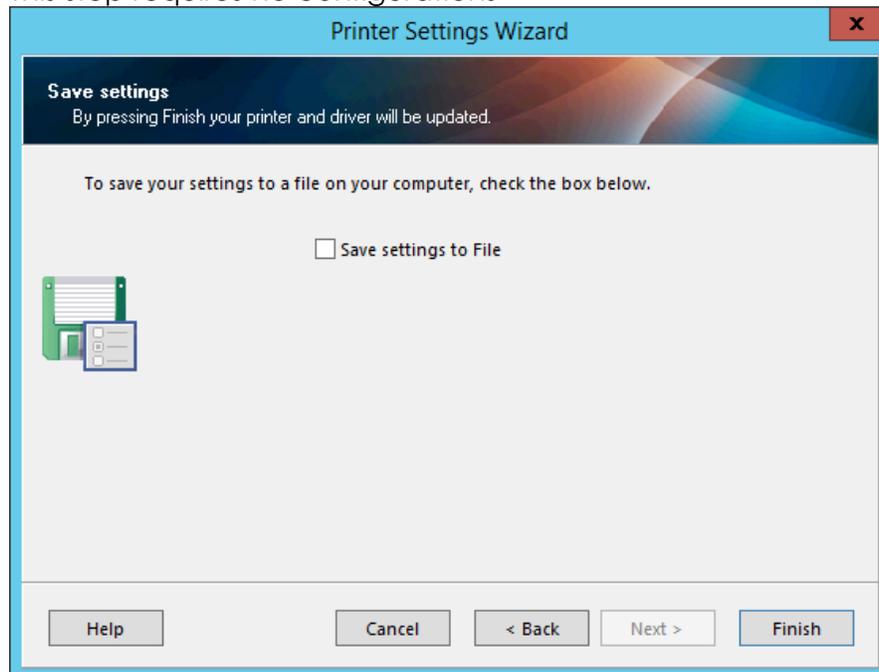
10.6 Be sure that all boxes are checked, however this step requires no configurations



10.7 This step requires no configurations



10.8 This step requires no configurations

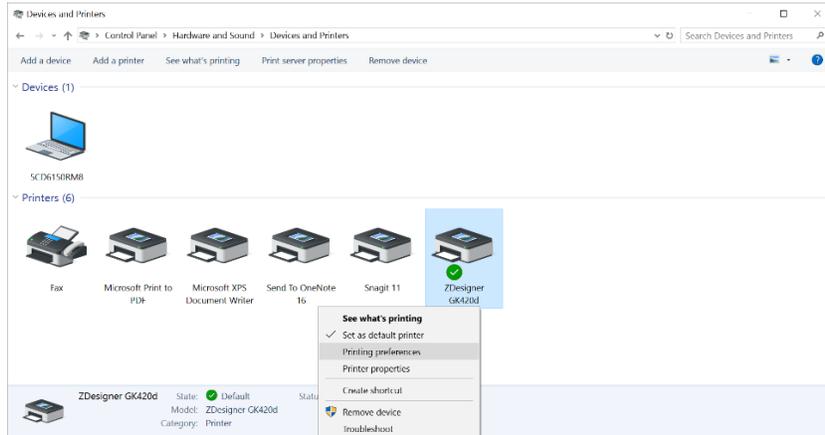


11. Click **Finish**.

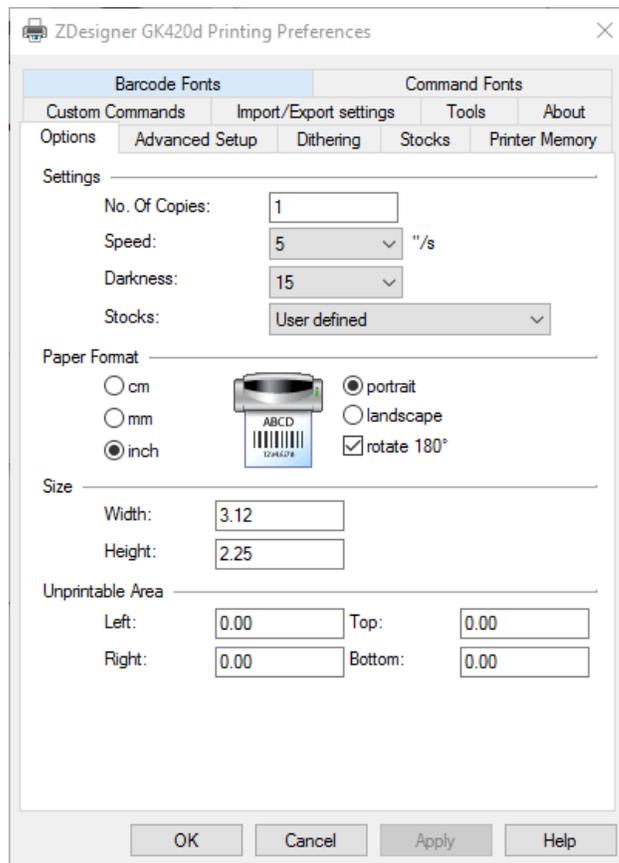
Zebra Application Print Configurations

The following configuration steps will configure the Zebra Printer for receipt printing from the C-IV reception log.

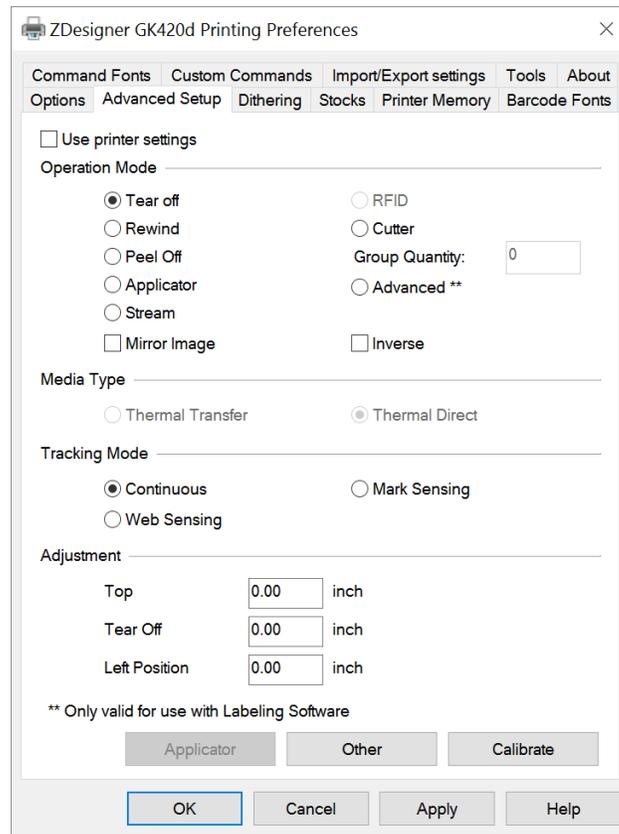
1. Open Devices and Printers and find the "ZDesigner <ModelNumber>" printer. Right click on the printer again and select **Printing Preferences**.



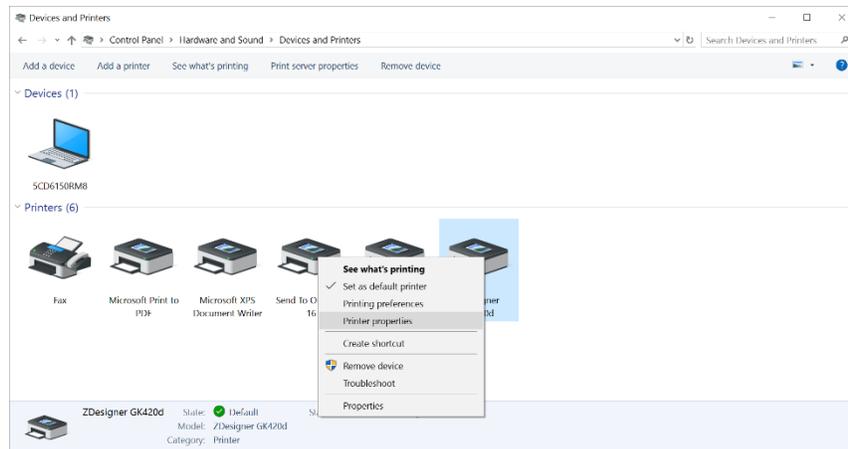
2. On the Options tab, check the box for rotate 180 degrees and verify that the Width and Height are set as shown. Click **OK**.



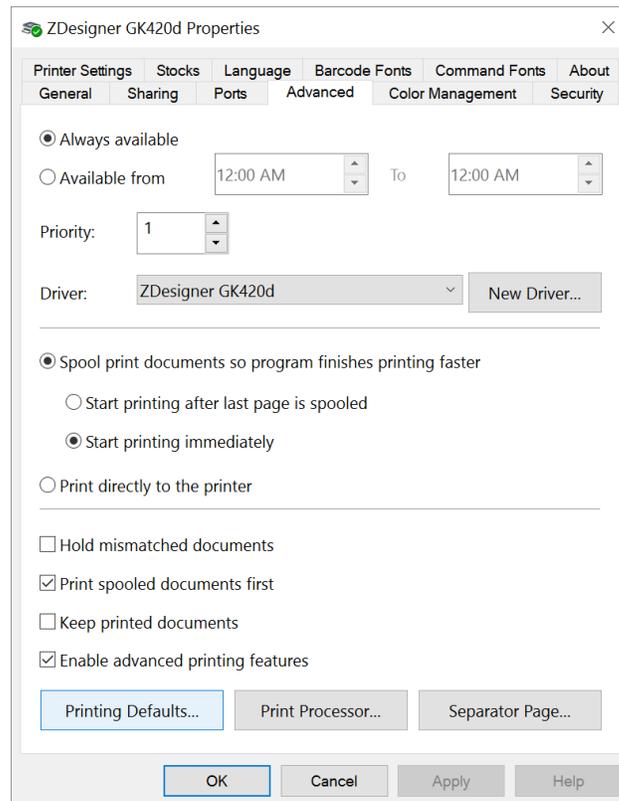
3. On the Advanced Setup tab, verify the settings match the image below. Click **OK** to apply the settings and close the window.



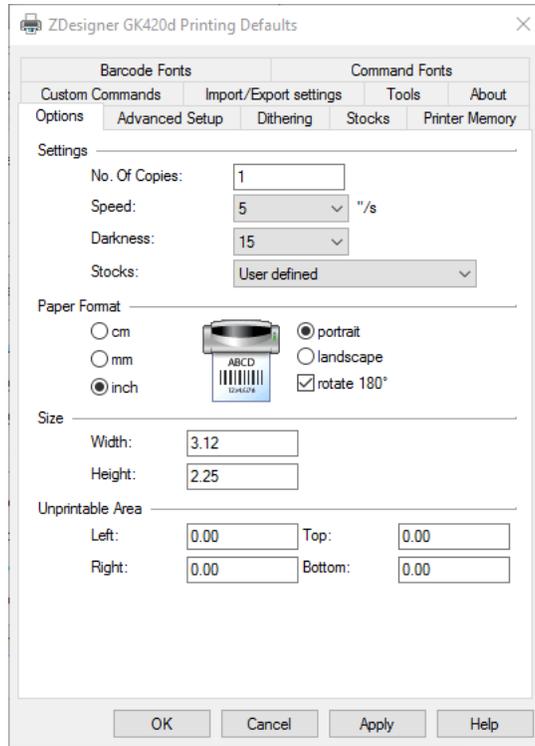
4. Right Click on the printer and select **Printer Properties**.



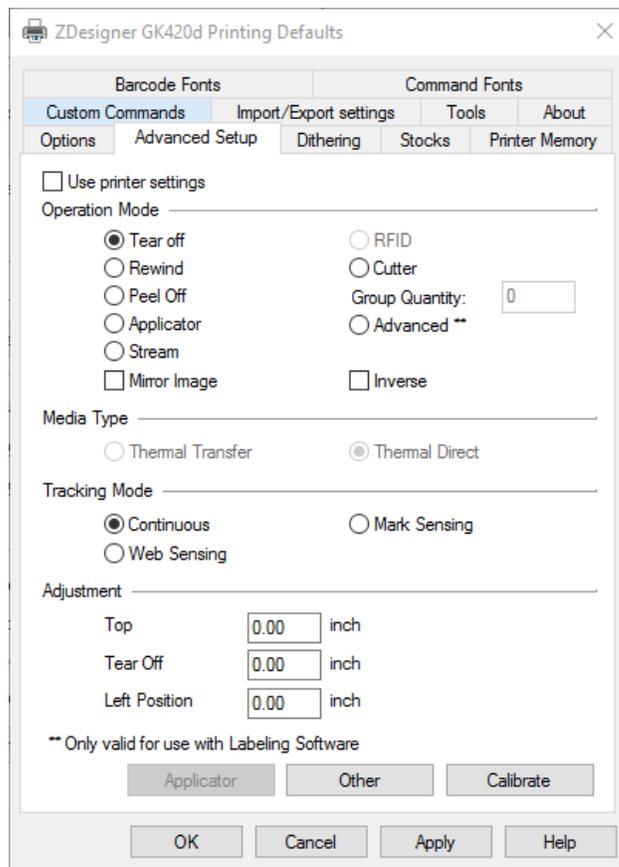
5. On the Advanced tab, click **Printing Defaults...**



6. On the Options tab, check the box for rotate 180 degrees and verify that the Width and Height are set as shown. Click **OK**.



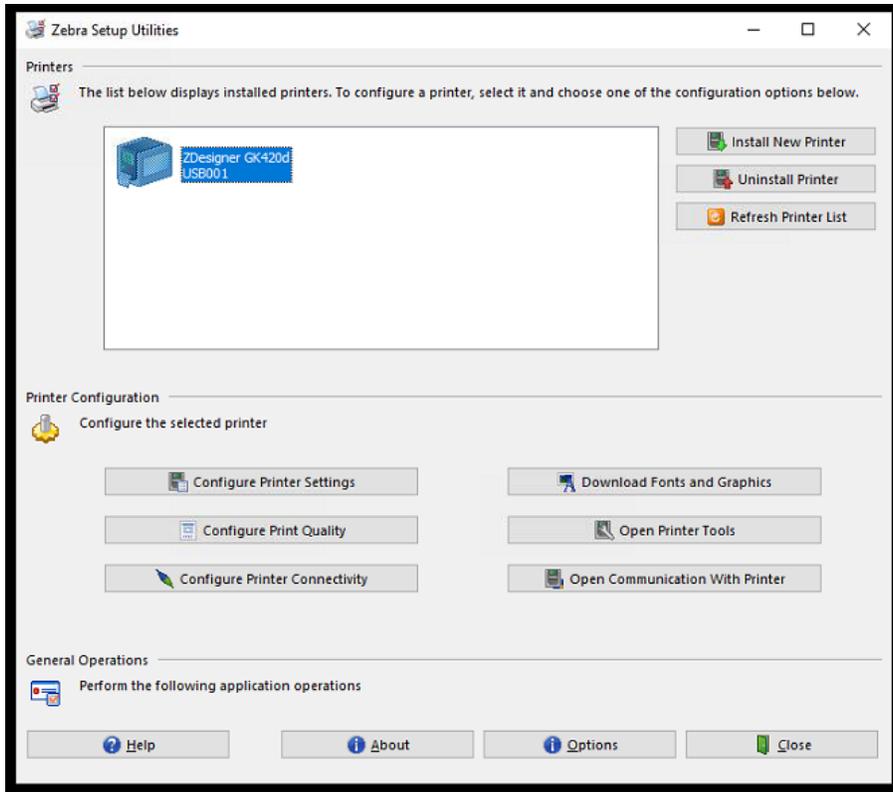
7. On the Advanced Setup tab, verify the settings match the image below. Click **OK** to apply the settings and close the window.



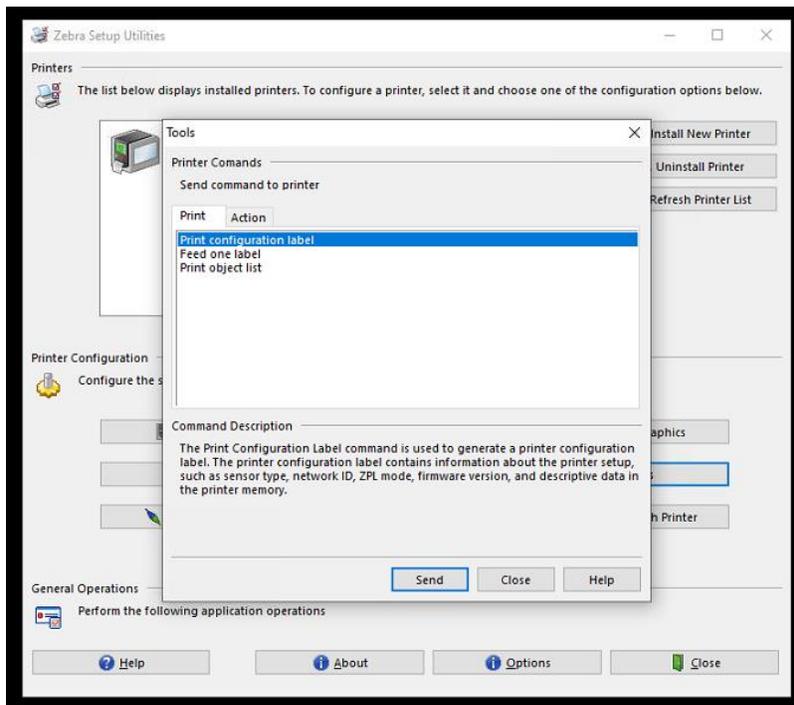
8. Configuration is complete.

Testing Communication from the Workstation to the Printer

1. Select the printer in Zebra Setup Utilities then press **Open Printer Tools**



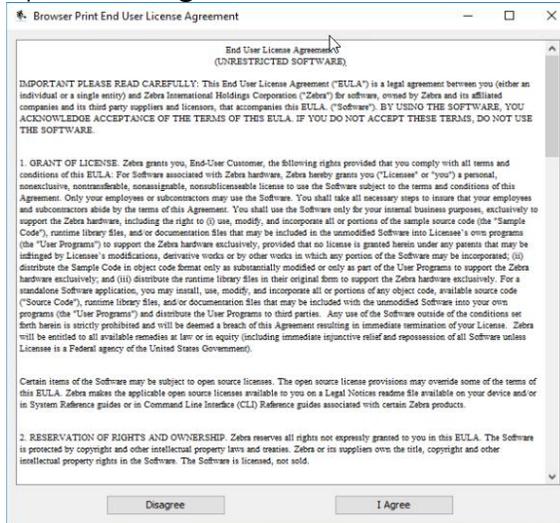
2. A new window named Tools will open. Select **Print configuration label** then press **Send**. A long receipt should print showing the settings of the printer.



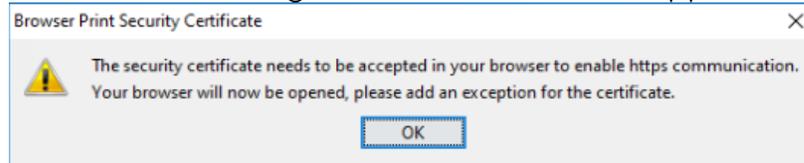
User Account Configuration

Zebra Browser Print Setup

1. When the Zebra Browser Print program runs for the first time, the End User License Agreement **will** pop-up. Click **I Agree**.

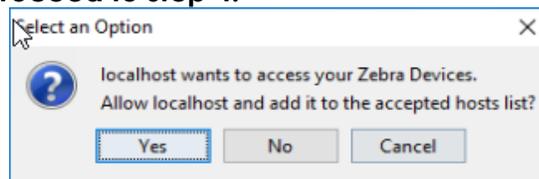


2. A pop-up about communicating with a web browser will appear. Click **OK**.

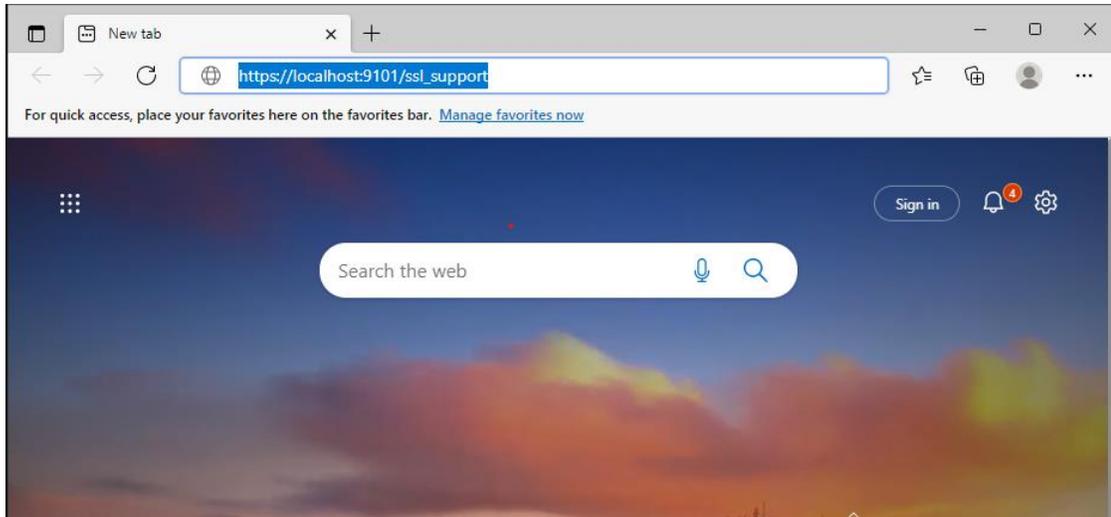


3. A pop-up will appear requesting to add localhost to the accepted hosts list. Click **Yes** and proceed to step 8.

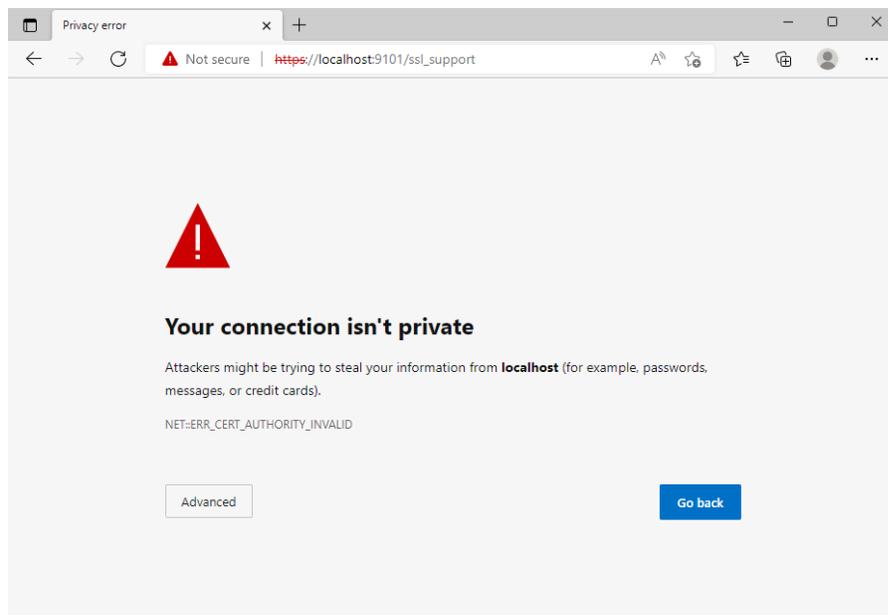
Note: If you don't see a pop-up appear requesting to allow localhost to the accepted hosts list proceed to step 4.



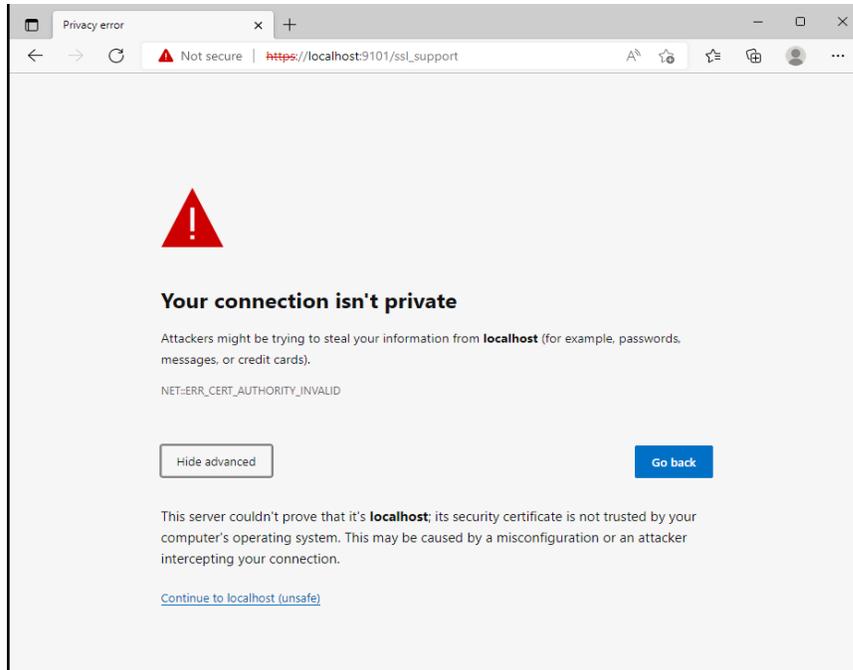
4. Open a new tab from web browser and enter https://localhost:9101/ssl_support



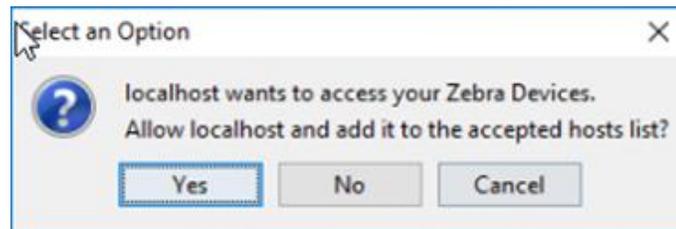
5. There will be a page popping up saying "Your connection isn't private", click **Advanced**.



6. **Click Continue to localhost(unsafe)**. You will see a message "SSL Certificates has been accepted. Retry connection".



7. A pop-up will appear requesting to add localhost to the accepted hosts list. Click **Yes**.



8. The Zebra logo icon will now appear in the system tray indicating that Zebra Browser Print is running.



Next Steps: Follow the steps outlined in the CalSAWS Fact Sheet- Zebra Browser Print Configuration to configure the Browser Print utility for each user.