

Use of Zebra GC420t printer



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1 Introduction

This document presents the use of the printer (connecting to power supply, changing paper, etc.) when working in the COBISS system.



Figure 1: GC420t printer

2 **Printer installation**

It is recommended that the printer is installed by a technically skilled person.

For the initial installation and printer settings, follow the instructions on the official Zebra manufacturer website (<u>https://www.zebra.com/us/en/support-</u>downloads/printers/desktop/gc420t.html).

For easier use of the printer, video instructions are available for the following:

- description of printer functionalities,
- printer installation and settings,
- black ribbon loading,
- label insertion,
- label format calibration and
- cleaning the printhead.

On the website, you will also find the required ZDesigner drivers and manuals with detailed instructions for working with the printer.

3 Setting up the driver

It happens quite frequently that the wrong driver is installed by default, namely *ZDesigner GC420t* (*EPL*). In this case, the existing driver must be replaced with *ZDesigner GC420t*.

Once the driver is installed, adapt its settings. Go to **Control Panel** and select **Devices and Printers**. All available printers will be displayed. Select *ZDesigner GC420t* and right-click on it. Select **Printer properties** from the additional options (Figure 2).



Figure 2: Control panel with printers and devices

Once you click **Printer properties**, a new window will open. In the **Advanced** tab, select the option **Printing Defaults** ... (Figure 3).

🖶 ZDesigner GC420t Properties 🛛 🕹									
Printer Settings General Sh	Stocks La aring Port	anguage s Adv	Barcode vanced	Fonts Color	Comman Managem	d Fonts ent	About Security		
Always available Available from 00:00 To 00:00 To									
Priority: 1									
Driver:	ZDesigner GC	420t			~ 1	New Driv	/er		
Spool print Start pri Start pri Orint directl Held mines	 Spool print documents so program finishes printing faster Start printing after last page is spooled Start printing immediately Print directly to the printer 								
Print spoole	ed documents	s first							
☐ Keep printe ☑ Enable adva	Keep printed documents Enable advanced printing features								
Printing Defaults Print Processor Separator Page									
	(OK	Cancel		Apply		Help		

Figure 3: Printing Defaults

Barcode Fonts				Command Fonts			
Custom Commands Impor			t/Export	settings	T	ools	About
Options	Advanced	Setup	Dithe	ring	Stocks	Prini	ter Memon
Settings							
	No. Of Copies:		1]		
	Speed:		5	~	cm/s		
	Darkness:	i i	28	~			
	Stocks:	Ī	User def	ined	_		\sim
Paper Fo	ormat						
	() cm			ort	rait		
	⊖mm	107	ма	Oland	lscape		
	◯ inch	D	161V	🗌 rota	te 180°		
Size —							
	Width:	6,00					
	Height:	4,00					
Unprinta	ble Area ——						
	Left:	0.00		Top:		0.00	
	Right:	0,00		Botton	1:	0,00	

A new window will open where you can set up the required parameters (Figure 4).

Figure 4: Printer properties

Once you edit the settings in the **Options** tab, click the **Advanced setup** tab, where you have to make sure that *Thermal Transfer* is selected for **Media type** and that the top adjustment is 0.10 cm (Figure 5).

.

ZDesigner GC420t Printing Defaults								
	Barcode Font	5		Commar	nd Fonts			
Custom Co	Custom Commands Impor		/Export settin	as To	ols	About		
Options	Options Advanced Setup			Stocks	Print	er Memory		
Use printer settings Operation Mode								
۲) Tear off		04	pplicator				
C) Rewind		0	Stream				
C) Peel Off		() F	RFID				
C) Linerless Pe	el	00	Cutter	_			
C) Linerless Cu	t	Gro	up Quantity:	0			
C) Linerless De -	lay Cut	0/	Advanced **				
	Mirror Image	•		nverse				
Media Typ	e							
) Thermal Tra	nsfer	01	Thermal Dire	ct			
Tracking M	Node							
C) Continuous		0	Mark Sensin	g			
۲) Web Sensir	g						
Adjustment	t ———							
То	pp	0,1) cm					
Te	ear Off	0,0) cm					
Le	ft Position	0.0) cm					
** Only va	lid for use wit	h Labelin	ig Software					
	Applica	tor	Other		Calib	orate		
	OK		Cancel	Apply		Help		

Figure 5: Advanced Setup



Lastly, check if None is selected under Dithering type (Figure 6).

Figure 6: Dithering type

It is recommended to use the same settings for the **Printing preferences** option (Figure 7).



Figure 7: Control panel and printing preferences

4 Settings in the COBISS Lib application

To use the printers in COBISS Lib, the COBISS DGW service must be installed beforehand. https://www.cobiss.net/doc/Namescanje_COBISS_DGW_EN.pdf

To check if the installation was successful, you can use the **Settings and administration / Server** / **Test connection with COBISS DGW** method in COBISS Lib. The message *COBISS DGW is connected!* means that the installation was successful and that you can continue adding printers to the logical destinations (Figure 8).



Figure 8: COBISS Lib user interface

In COBISS Lib select Settings and administration / Settings / Logical destinations (Figure 9).



Figure 9: COBISS Lib user interface and logical destinations

The **Logical destinations editor** window will open where you select the option *Label – material:* [*default local printer*] and click **Edit** (Figure 10).

Logical destinations editor	×						
Logical destinations	^						
Labels – Partner: [default local printer]							
Delivery note – ILL: [default local printer]							
Internal order – ILL: [default local printer]							
Apportionment – Acquisitions: [default local printer]							
Label – material: [default local printer]							
Label – material, 50 x 25: [default local printer]							
Label – material, 75 x 50: [default local printer]							
Delivery note (for Accounting) – ILL: [default local printer]]						
Printer – Loan: [default local printer]							
	-						
Edit Default (description) OK	Cancel						

Figure 10: Logical destination editor

The **User destinations** windows will open, where you click the **Add printer** button. From the drop-down list, select the printer *ZDesigner GC420t*, with which you intend to print the labels for the material (Figure 11).

User destinations		×			
Destinations					
	Add e-mai	I			
	Add printe	r			
	From personal add	ress book			
	Edit				
	Remove				
	ОК	Cancel			
Printer		×			
Printer					
ZDesigner GC420t		~			
Number of copies					
1					
Details	ОК	Cancel			



Once you select the printer, click the **Details** button and check whether the additional settings for this printer type are correct (Figure 12).

Details	×
Printing mode	
graphics	\sim
Printer type	
Printer subtype	
Printing style	
single sided	\sim
Orientation	
portrait	\sim
OK Can	cel

Figure 12: Details

Once you define all the settings, confirm each choice by clicking the **OK** button. At the end, select **Refresh settings** in the **Settings** (Figure 13).

~	COBISS Lib - IZUM_PP	x +	- 🗆 X			
÷	→ C 😋 cs.cobiss.r	net/clib/izum_pp/	@ 다 ☆ 팩 산 🛯 😩 :			
=	COBISS Lib	IZUM_PP	⑦ ☆ ♀ ↓ ? ▲ sys_miranl ♀			
88	Active search windows	1 Hu Home library	7. Ex Examination of personal data processing (ZVOP)			
€	Acquisitions Serials	P Partner +	 Show personal data processing – all users Show personal data processing – selected user (summary data) 			
₽	Electronic resources Holdings Loan	3 Contact	 Show personal data processing – selected user Show personal data processing – selected member Print Report on the examination of personal data processing 			
		4 U User	8 Me Messages			
(h) (h)	Interlibrary Ioan Settings and	5 COLIB	Send a message to all users Read last message			
₽	Reports	Se Settings © Local code lists	Send suggestions and remarks			
		 Queue editor Job editor User destinations Logical destinations Personal address book Set date for loan procedures Set search filter for de-accessioned material Set up shortcuts for procedures RFID device/protection status Profiles - view, edit 	Se Server Change passwords Refresh settings Show server errors Show activities log System properties Server information Show logged in system users Set the login level Test connection with COBISS DGW 			

Figure 13: Refresh settings in the COBISS Lib user interface

Now you can start printing labels for the material.

If you wish to use the same printer to print labels for members, the process remains identical to the one described in the previous steps. The only difference is setting the logical destination to Label - Loan (member) (Figure 14).

Logical	destinations editor	×				
Logical des	tinations					
Delivery r	note (for Accounting) – ILL: [default local printer]					
Printer -	Loan: [default local printer]					
Overdue	notices (envelopes) – Loan: [default local printer]					
Lending f	Lending form – Loan: [default local printer]					
Label – Lo	Label – Loan (member): (Printer: ZDesigner GC420t) [default local printer]					
Printer - o	cash register drawer: [default local printer]					
Plastic m	embership card – Loan (member): [default local printer]					
Invoice –	Loan: [default local printer]					
Lending f	form for reservation – Loan: [default local printer]					
Label – e	quipment: [default local printer]					
Edit	Default (description) OK	Cancel				

Figure 14: Logical destinations editor for member labels

5 Potential printing problems

5.1 Label misalignment

If labels cannot be printed properly after installing the drivers and setting the logical destinations (e.g. labels are misaligned), the factory default settings should be sent to the printer via the original drivers.

The procedure is as follows: Go to **Control Panel** and click the **Devices and Printers** icon. Find the ZDesigner GC420t printer and right-click on it.

Select *Printing preferences* from the list of options. The **ZDesigner GC420t Printing preferences** window will open, in which you select the **Tools** tab (Figure 15).

🖶 ZDesigner GC420t Printing Preferences								
	Barcode Fori	ts		Command Fonts				
Options	Options Advanced Setup			Stocks	Printer Memory			
Custom Commands Impor			t/Export setting	s Too	ls About			
Printer Commands								
Commar	nd type:		Command nam	e:				
Action			Calibrate media Enter diagnostic	s mode				
			Load factory de	faults				
			reset printer					
			Send file					
Descriptio	n							
th Id	he Default Pr ne printer. W <i>I</i> ist.	inter com \RNING: .	mand is used to Any custom set	reload fact ings in the p	ory settings in orinter will be			
					Send			
	ОК		Cancel	<u>A</u> pply	Help			

Figure 15: Loading factory defaults

Select *Action* under **Command type**, and select *Load factory defaults* under **Command name**, then click the **Send** button. This command sends the default factory settings to the printer. After that, retry printing the label.

5.2 Skipping a label

If the settings do not resolve the problems with label misalignment, you can try with label calibration. You can also use this method if the printer prints one extra blank label in addition to the label for material.

The procedure is as follows: Go to the **Control Panel** and click the **Devices and Printers** icon. Find the ZDesigner GC420t printer and right-click on it. Select *Printing preferences* from the list of options. The **ZDesigner GC420t Printing preferences** window will open, in which you select the **Tools** tab (Figure 16).

🖶 ZDesigner GC420t Printing P	references			x				
Barcode Fonts		Comman	d Fonts					
Options Advanced Setup	Dithering	Stocks	Printe	r Memory				
Custom Commands Import	/Export settings	s Too	ols	About				
Printer Commands								
Command type:	Command nam	e:						
Calbrate media First Enter degressors mode Exit diagnostics mode Load factory defaults Reset printer Send command Send file Send file								
Description The Calibrate command is used to force a label length measurement and adjust the media and ribbon sensor values. Send								
ОК	Cancel	<u>A</u> pply		Help				

Figure 16: Calibrating medium

Select *Action* under **Command type**, and select *Calibrate media* under **Command name**, and then click the **Send** button. This command sends the parameters for re-calibration to the printer. After that, retry printing the label.

5.3 Cleaning the thermal printhead

To clean the printhead, use the cleaning pen supplied with your printer containing cleaning solution. Use the cleaning pen tip to remove debris and dust that has built up on the heater element of the thermal printhead. Clean from the middle to the outside.

Only use the cleaning pen to clean the printhead once. An old pen may damage the printhead. Use a soft cloth and alcohol instead of an old cleaning pen.



Figure 17: Cleaning the printhead