Use of Zebra ZD420t printer

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1 Introduction

This document contains instructions for using the ZD420 printer in the COBISS system. There are various versions of the ZD420 printer, which is important to know as the same label is displayed on the housing of all the printer versions. The versions T (Thermal Transfer) and D (Direct Transfer) mostly differ in housing shape. Version T with a classic ribbon, and the version with a replacement cartridge, commonly known as the Zebra ZD420 Ribbon Cartridge Printer, have the same housing. We do not recommend the model with the replacement cartridge, predominately because of how expensive the cartridges are. That is why we recommend that, when ordering, you choose the **ZD420t** model (Thermal Transfer).

Figure 1: ZD420 printer

2 Setup

We recommend that a technically skilled person performs the initial installation of the printer.

When setting up and installing the printer, follow the instructions available on the Zebra manufacturer's official website (https://www.zebra.com/us/en/support-downloads/printers/desktop/zd420t.html).

In order to facilitate the use of the printer, the following video instructions are available:

- description of the printer functionalities,
- setting up and installing the printer,
- loading the black ribbon,
- installing the label dispenser module,
- calibrating for suitable label format, and
- cleaning the printhead.

The required ZDesigner drivers and manuals with detailed instructions for using the printer are also available on the website.

3 Driver installation

Once the driver is installed, the settings must be adjusted before you can start printing the labels. Go to **Control Panel**, select the area **Devices and Printers**. All available printers will be displayed. Select the printer *ZDesigner ZD420-203dpi ZPL* and right-click on it. In the additional options, select **Printer properties** (see Figure 2).

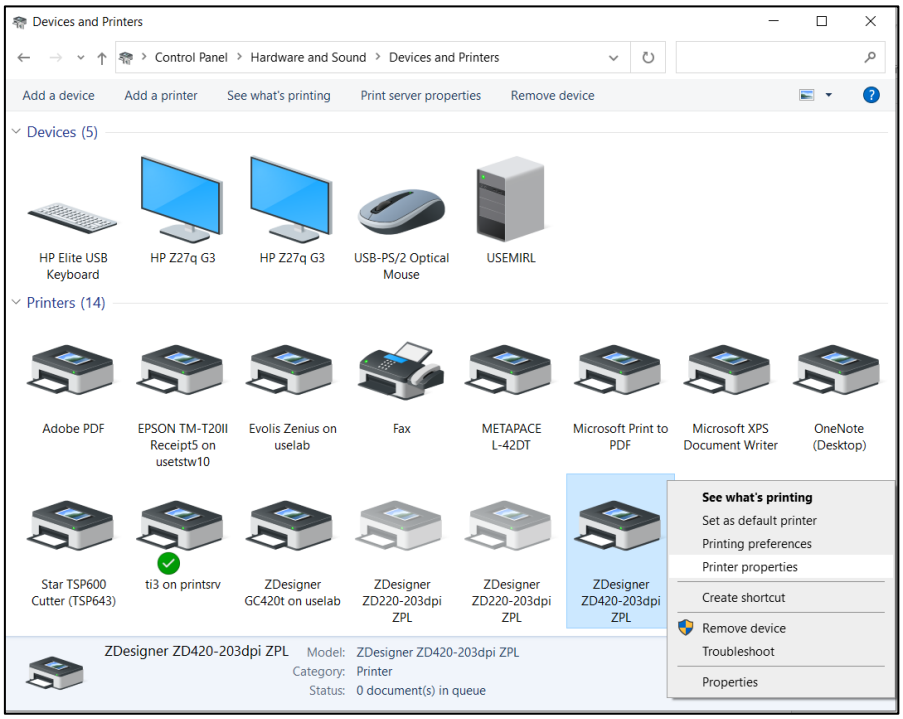

Figure 2: Control panel, devices and printers

Once you click **Printer properties**, a new window will be displayed, where you select the **Advanced** tab (see Figure 3).

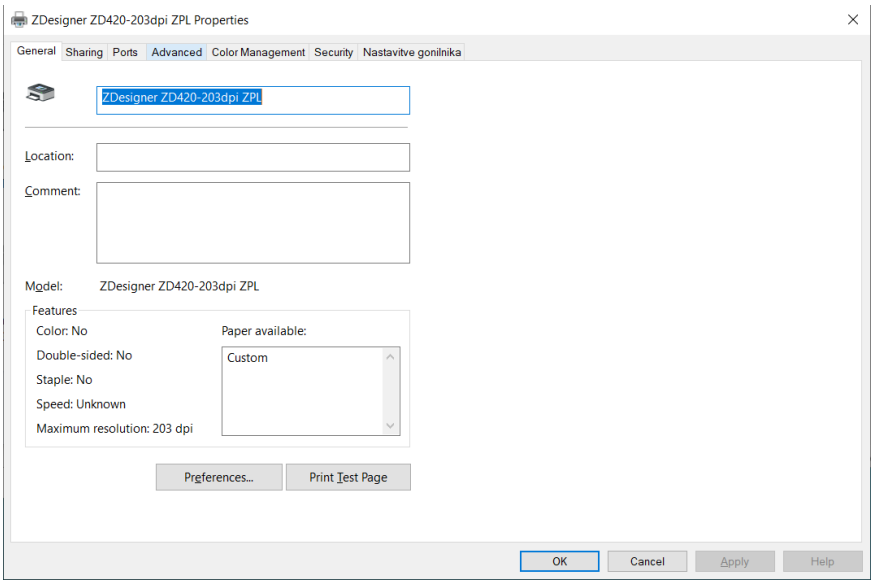

Figure 3: Printer properties

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In the **Advanced** tab, select the option **Printing Defaults…**

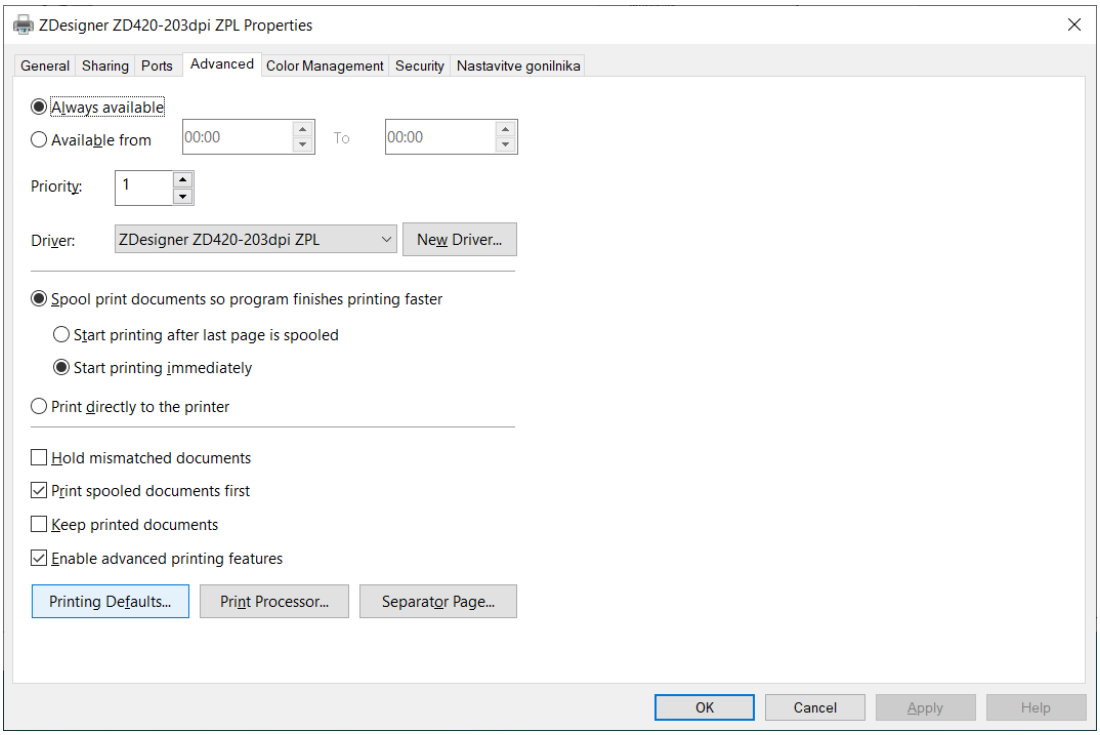

Figure 4: Printing Defaults

In the fields indicated in yellow, enter the width and height of the medium and/or label you use.

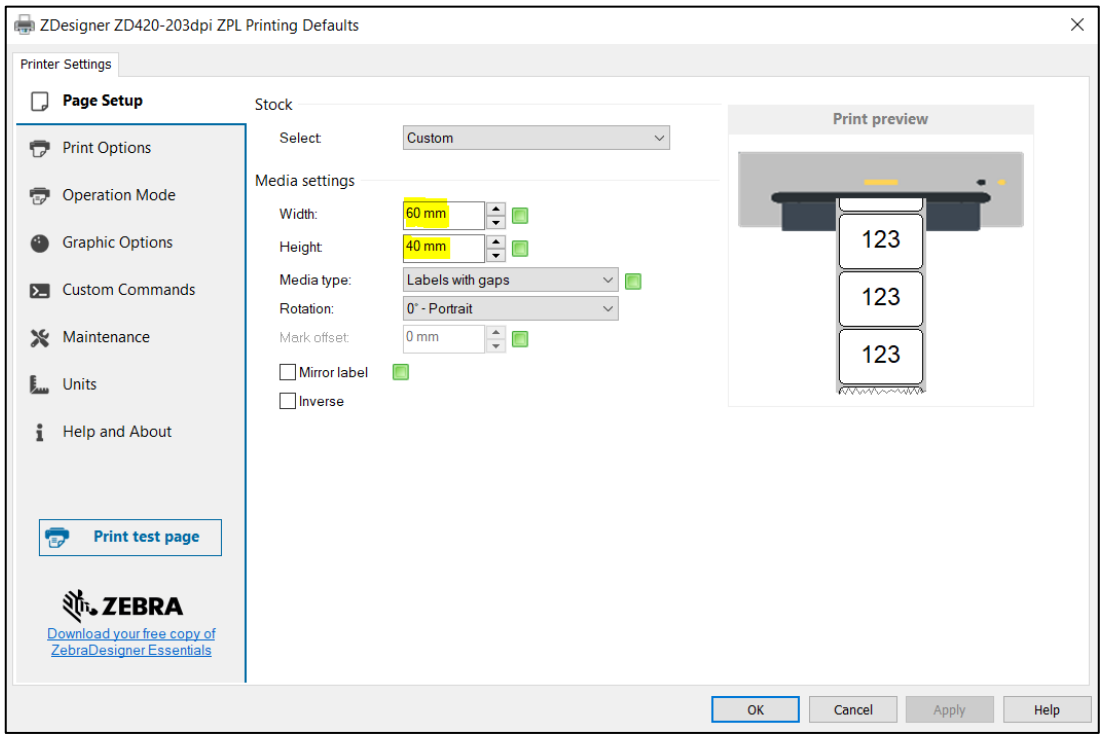

Figure 5: Page setup

Once you finish the **Page Setup**, select **Print Options**, where you can adjust the speed, temperature and printing mode (see Figure 6).

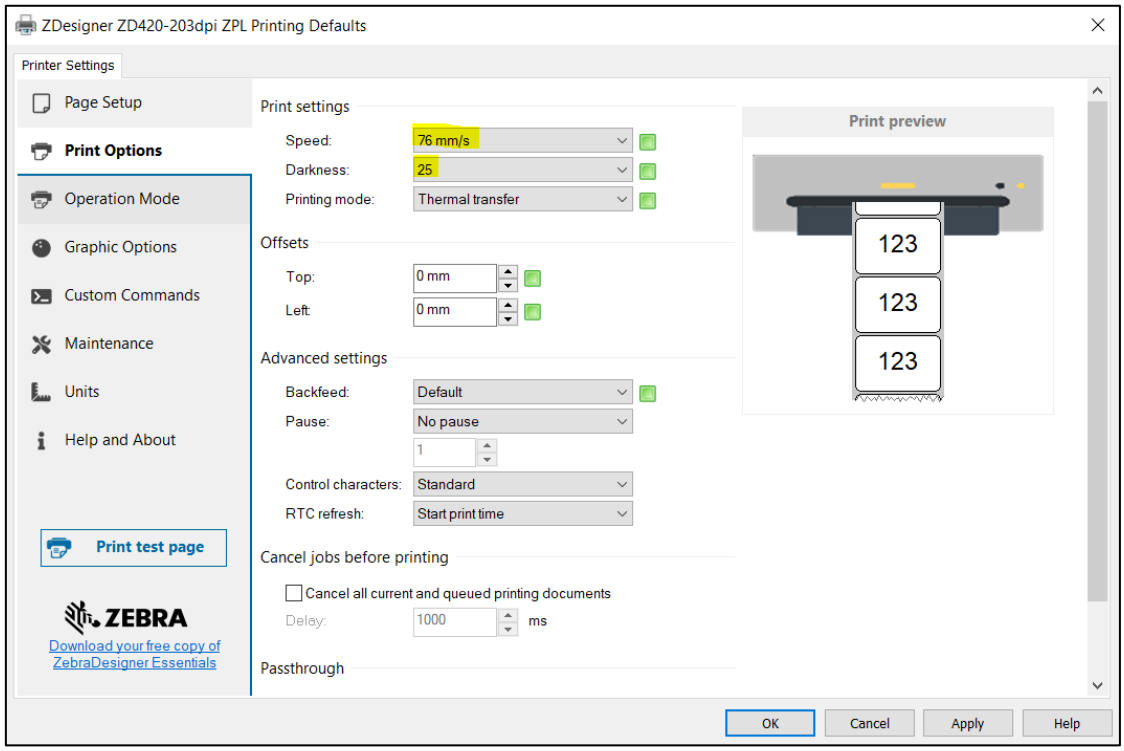

Figure 6: Print options

Finally, check the **Graphic options**, where the slider under **Dithering** should be set to *Clipart* (see Figure 7).

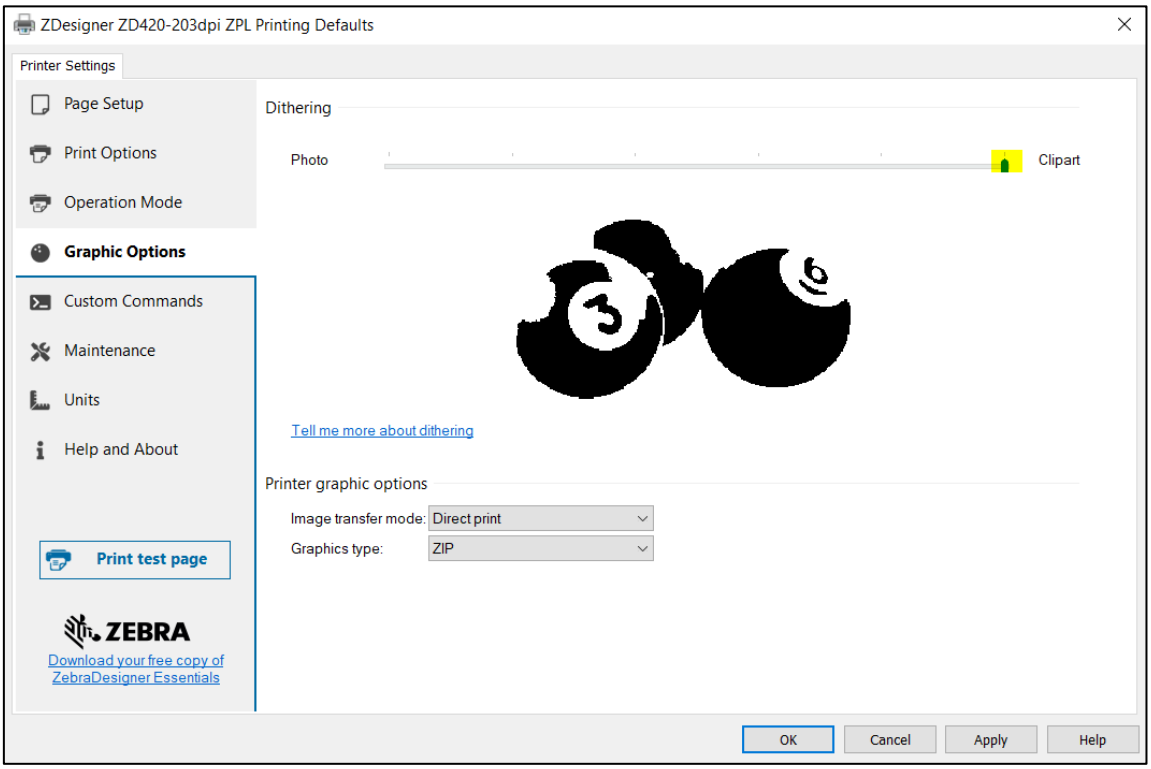

Figure 7: Graphic options

It is recommended to use the same settings for the **Printing preferences** option.

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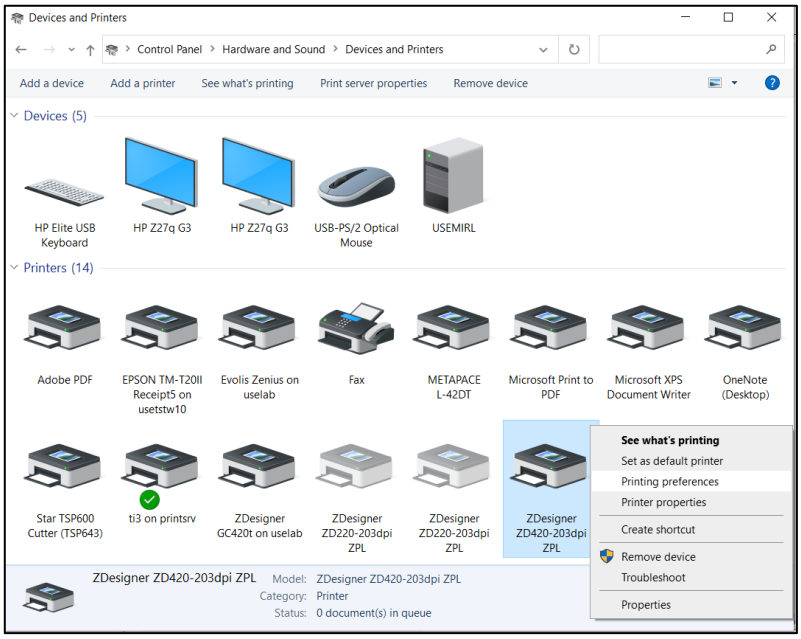

Figure 8: Control panel and printing preferences

4 Setup 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 (see Figure 9).

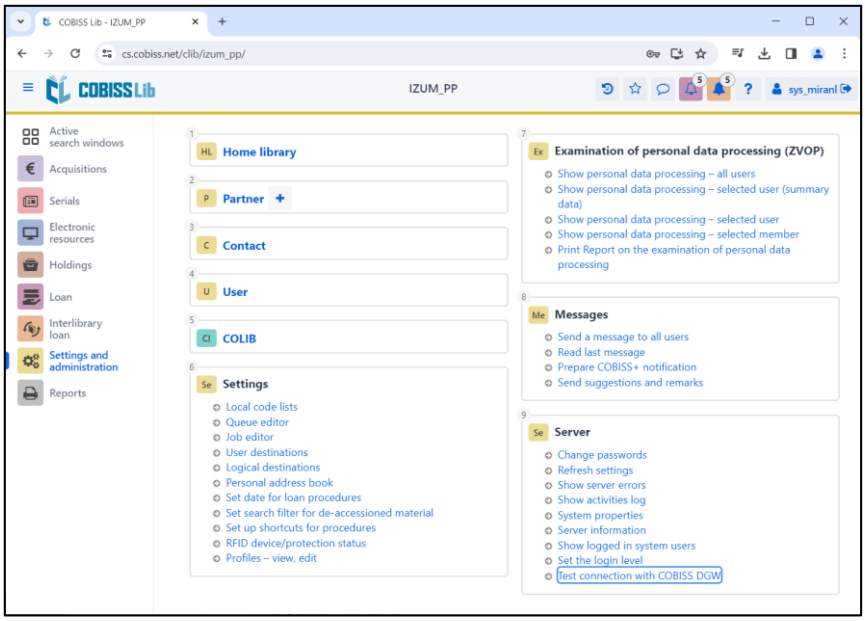

Figure 9: COBISS Lib user interface

In COBISS Lib select **Settings and administration / Settings / Logical destinations** (Figure 10).

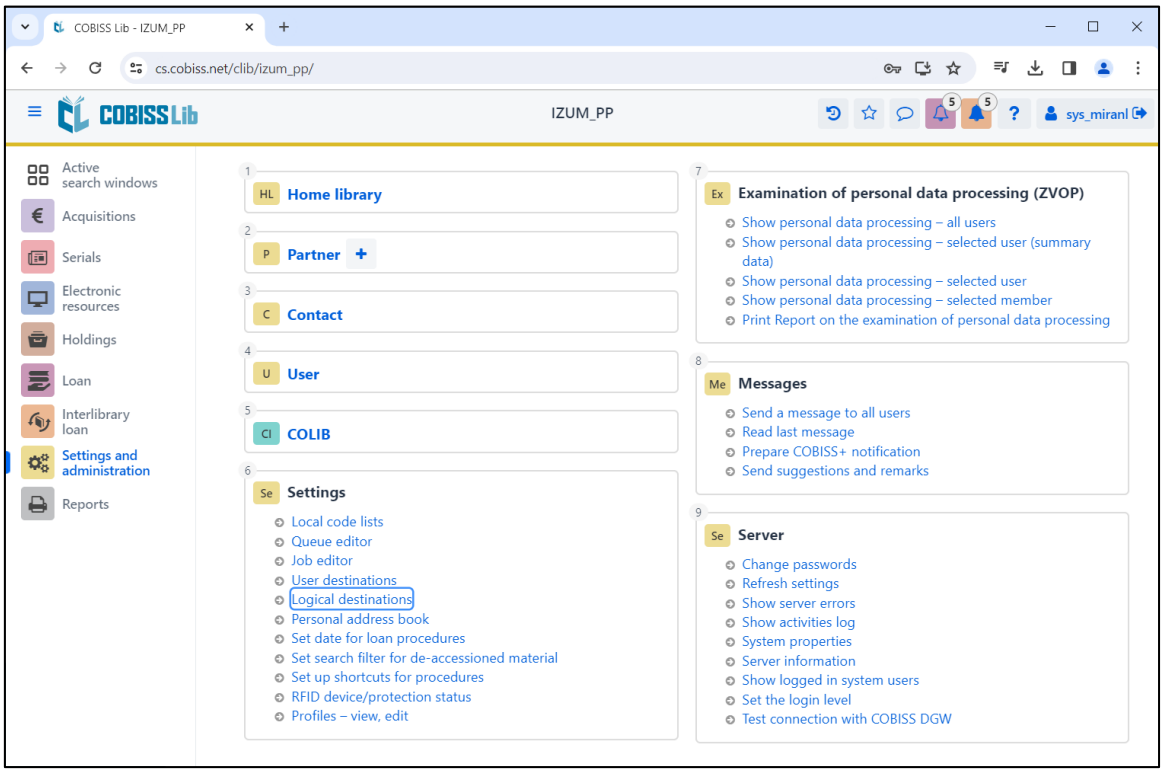

Figure 10: COBISS Lib user interface and logical destinations

The **Logical destinations editor** window will open where you select the option *Label – material: [default local printer]* and click **Edit** (see Figure 11).

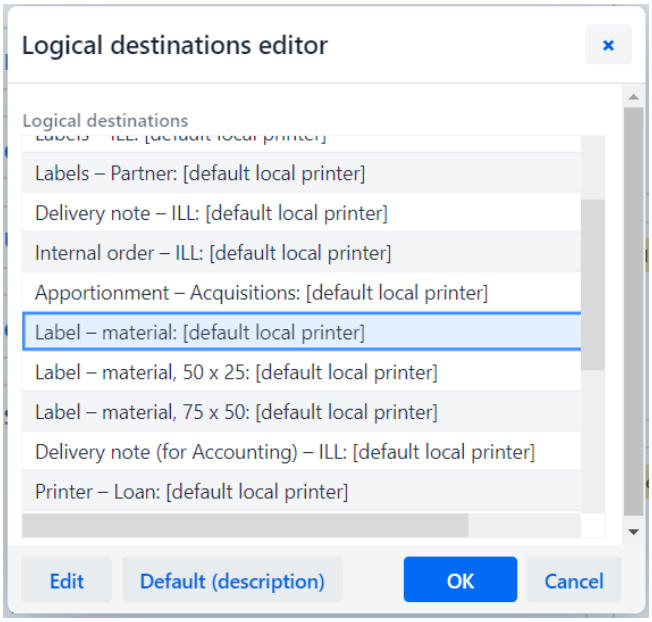

Figure 11: Logical destination editor

The **User destinations** windows will open, where you click the **Add printer** button. From the drop-down list, select the printer *ZDesigner ZD420-203dpi ZPL*, with which you intend to print the labels for the material (see Figure 12).

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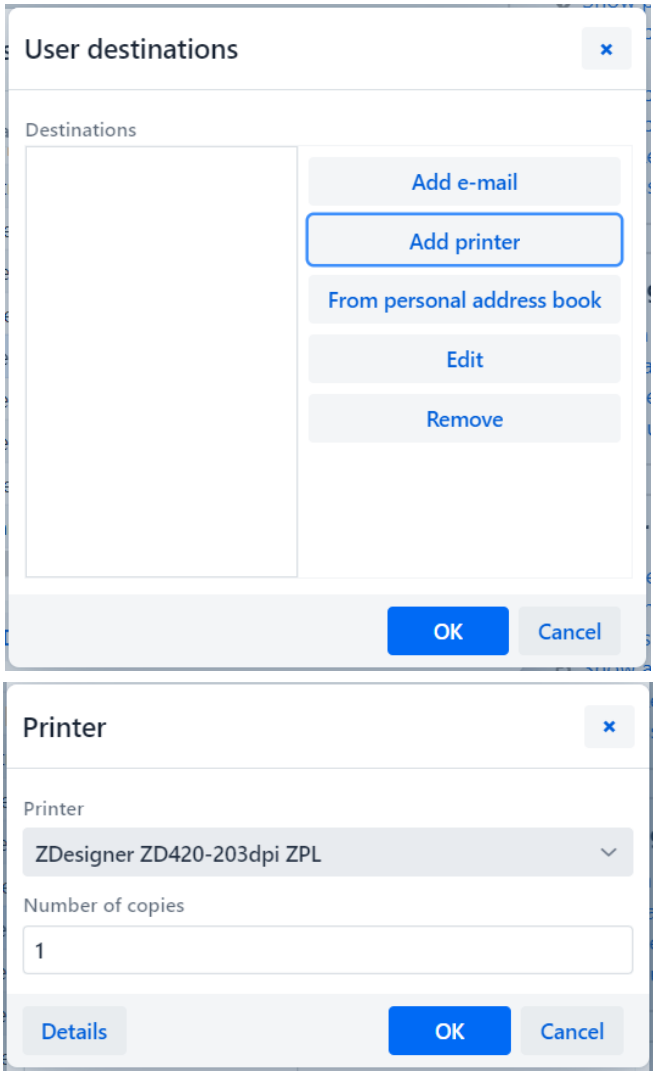

Figure 12: Logical destinations setup

Once you select the printer, click the **Details** button and check whether the additional settings for this printer type are correct (see Figure 13).

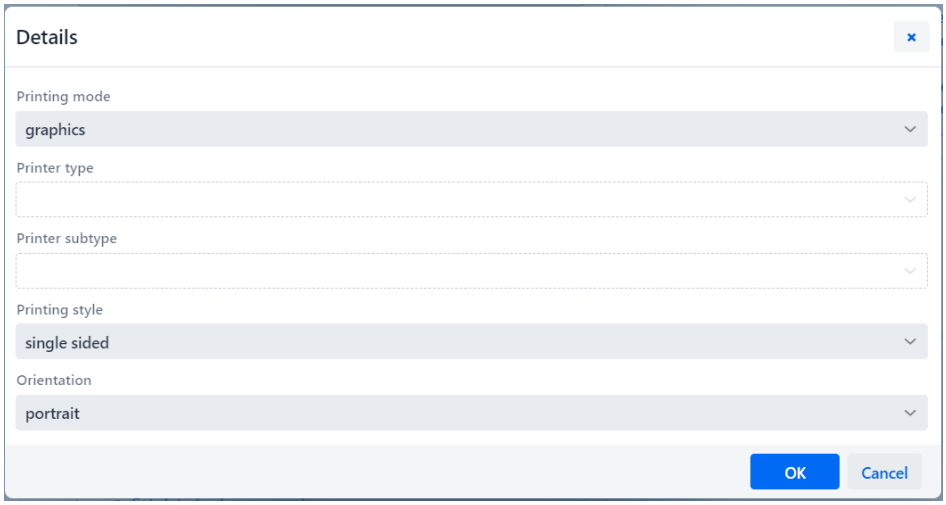

Figure 13: Details

Once you define all the settings, confirm each choice by clicking the **OK** button. At the end, select **Refresh settings** in the **Settings** (see Figure 14). If this option is not available, you can refresh the new settings by signing out and back into the COBISS3 software.

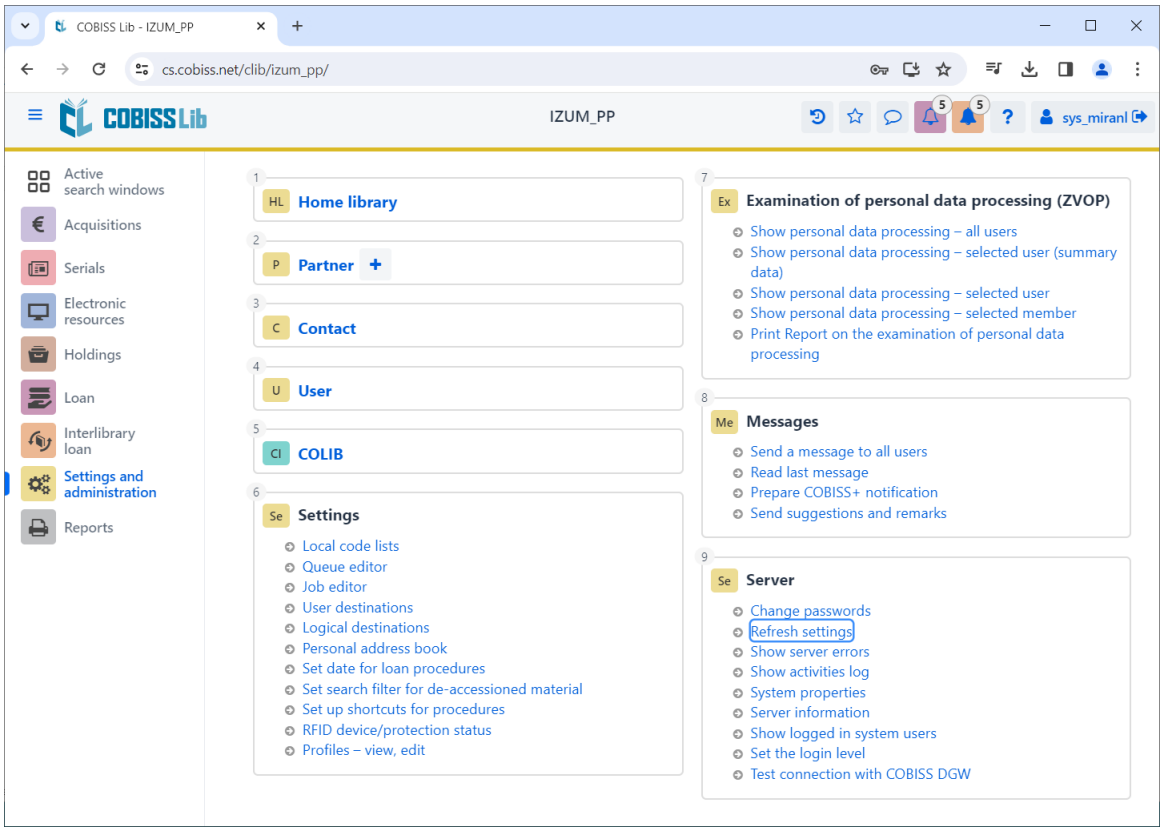

Figure 14: Refresh settings in the COBISS Lib user interface

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)* (see Figure 15).

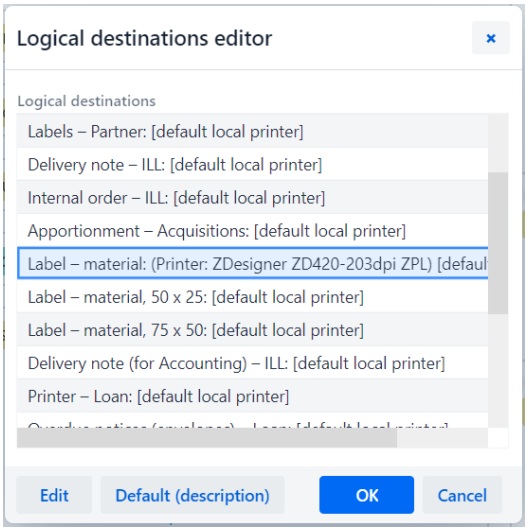

Figure 15: Logical destinations editor for member labels

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5 Troubleshooting

If, after installing the drivers and setting the logical destinations, printing labels does not work correctly, firstly check whether the printer responds to the operation system on which it is installed. In **Control Panel** select **Devices and Printers**. All available printers will be displayed on-screen. Select printer *ZDesigner ZD420-203dpi ZPL* and right-click it. From the options, select **Printing preferences**. A new window will open, where you select **Print test page** in the bottom left corner (see Figure 16).

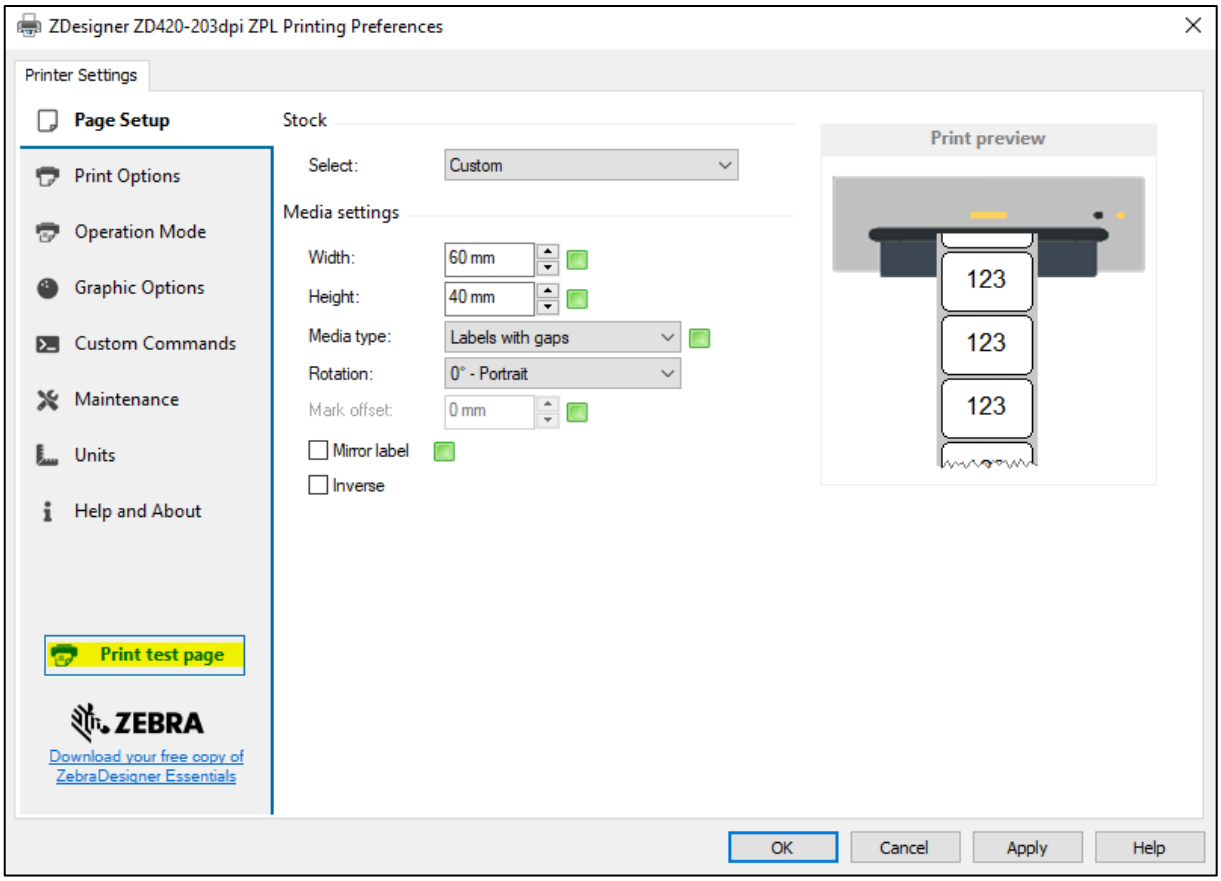

Figure 16: Printing a test page

If the printer is installed correctly, a sample label will be printed.

If, when printing, there is a shift in the contents of the label, we advise to carry out medium calibration via printer drivers. In this procedure, the printer automatically adjusts the medium and the sensor to the label's dimensions. You can start the process by clicking the button *Calibrate* in the **Maintenance** tab (see Figure 17).

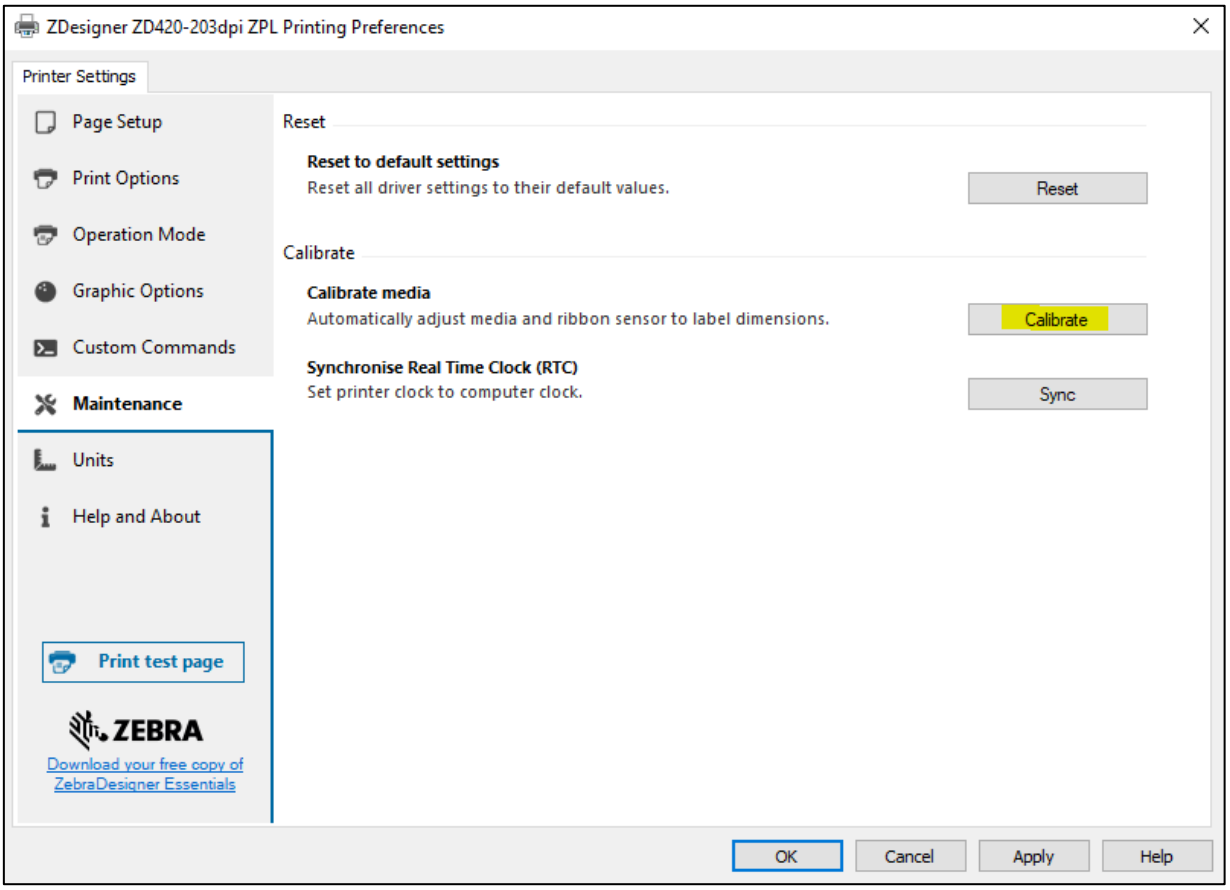

Figure 17: Calibrating the medium

The printer uses four blank labels during the calibration process. After the calibration process is complete, try printing the label again.

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