



## Traverse des Sioux Library System

1400 Madison Ave., Suite 622  
Mankato, MN 56001-5488

PHONE 507-625-6169  
Toll-Free 800-450-6169  
FAX 507-625-4049  
www.tds.lib.mn.us

11/06/08

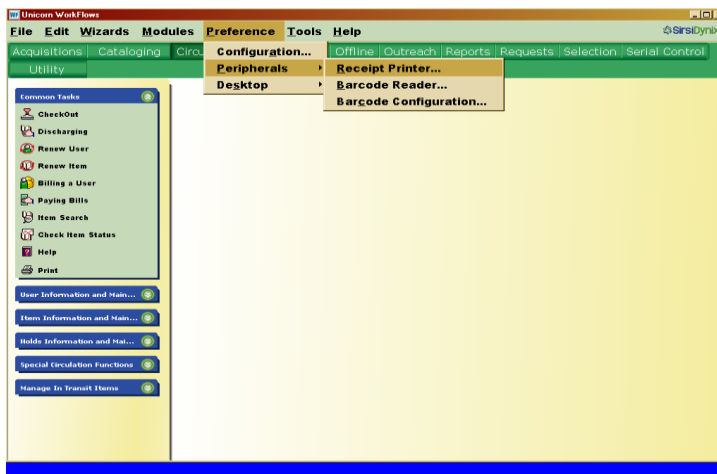
### WorkFlows - Receipt Printer Setup

You change the Receipt printer default and fonts in WorkFlows without making any modifications to Windows

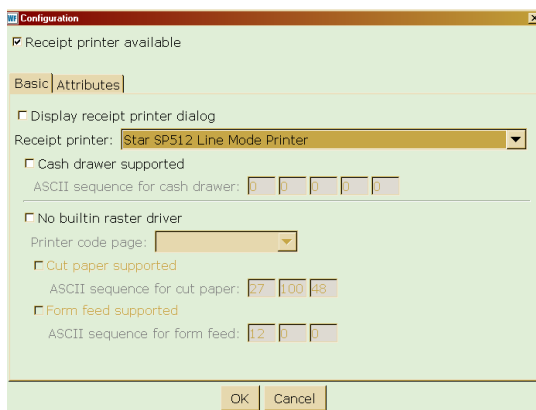
**Important:** After making any changes to the printer configuration you will need to close Workflows and completely **restart** the computer to ensure all changes are accepted and saved.

#### Setting the Printer Default

1. Go to the *Preference* menu; choose *Peripherals* and then *Receipt Printer*



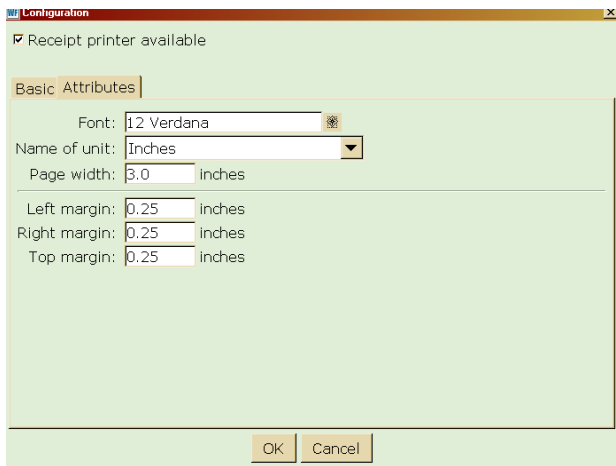
2. The **Configuration** dialog will open
3. In order to print you will need to make the printer available and choose the desired printer
4. Click the *Basic* tab
5. Place a check next to "Receipt printer available" at the top of the **Configuration** box
6. Choose the **Star 512** printer from the list of available printers



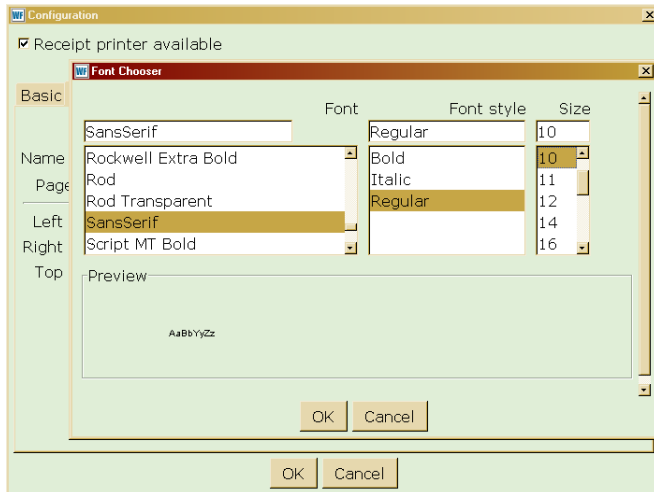
7. You may choose to have workflows ASK if you wish to print each time by placing a check next to “Display printer dialog”
8. If you do not want the printer to print as each item is read uncheck the “No builtin raster driver” box

### Setting the Printer Font

1. Click on the *Attributes* Tab in the **Printer Configuration** dialog
2. Click the gadget next to the **Font** field



3. The **Font Chooser** will open. From here you can choose any Font, Style and Size you want.



### TdS Recommendations for the best receipts are:

Font: SansSerif  
 Font style: Regular  
 Size: 10

4. You can experiment to determine which font works best for you.