



Retail Print Templates (Basic)

This training session enables the user to use the Retail Print Templates to create, modify and customize printouts to Receipt and Label printers, for nearly all NaviPartner modules.

“Retail Print Templates” is the term for NaviPartner’s JSON packages that contain layouts and design for printouts. The training typically takes a total of 3 hours, including preparation for the consultant. In the training session, we will focus on introducing the tools necessary for customizing the standard Retail Print Templates, which are the following:

- Sales Receipt
- Customer/Credit Sales Receipt
- Gift and Credit Vouchers (Retail Vouchers)
- End-of-Day/Balance Reports
- Price labels
- Exchange labels
- Shelf labels

Module overview and basic setup (1 hour)

Here we will go through the structure of the module and necessary views for setting up print jobs. This will e.g. include setup of when to print, what should be printed and on what printer should it be printed.

Structure in Dynamics 365 Business Central that will be covered:

- Retail Print Template List
- Report Selection - Retail
- Object Output Selection
- Retail Journal



Print Templates:

- Retail Template Card Details
 - Printer Type (*Matrix* and *Line*)
 - Line Settings (for *Line*)
 - Processing (for *Matrix*)
 - Archiving and Versioning
- Device Settings
- Edit Layout

Hands-on customization (1 hour)

In this part of the session, we will customize the standard Retail Print Templates.

- Modify existing Print Templates for Receipts printers (Printer Type= Line)
- Modify existing Print Templates for Label and Card printers (Printer Type= Matrix)

Follow-up / Q&A session (0.5 hour)

When the sessions are done, the customer and the consultant will, typically, set up a time and date for a short follow-up session. This will give the customer a chance to catch up on elements from the session after having worked with the system.

Prerequisites

- Printers must be set up for and ready for printing.
- NP Retail must be set up and populated with relevant data.
- While not required, we recommend that the customer has gathered ideas and/or created mockups for layout customizations.