



---

# **PLC PRINTER INSTALLATION GUIDE**

30. September 2019  
IT-Customer Competence Center



## Content

1. Description .....	3
2. System requirements .....	3
3. Provision of the PLC Client Software.....	3
4. Installation and setup by the PLC Client .....	4
5. FAQs.....	11



## 1. Description

The Post-Labelcenter Client (PLC Client) is a Windows application to fully automate the shipping. It allows the use of various services to customize the shipping process according to customer needs:

- Shipment-Import Service
- Address-Import Service
- Exporting Service
- PLC Client

## 2. System requirements

- Windows operating system (from Windows 7)
- Microsoft .Net Framework 4.5
- Internet access
- Administration rights

## 3. Provision of the PLC Client Software

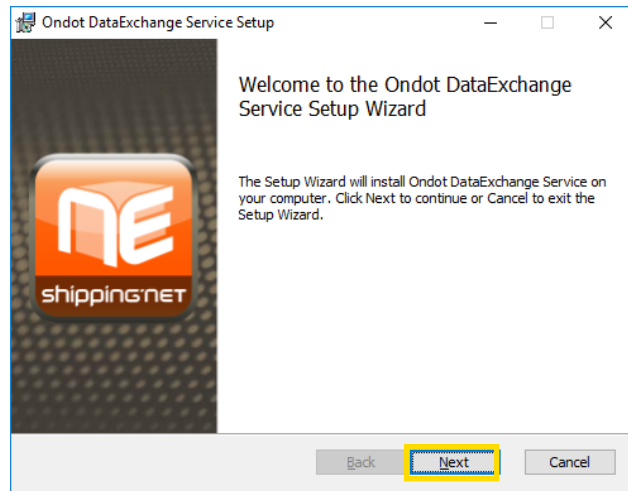
The installation file for the PLC Client Software is available to our customers under the following link: [https://plc.post.at/PostLabelCenter\\_Full\\_Setup\\_Live\\_en.msi](https://plc.post.at/PostLabelCenter_Full_Setup_Live_en.msi)



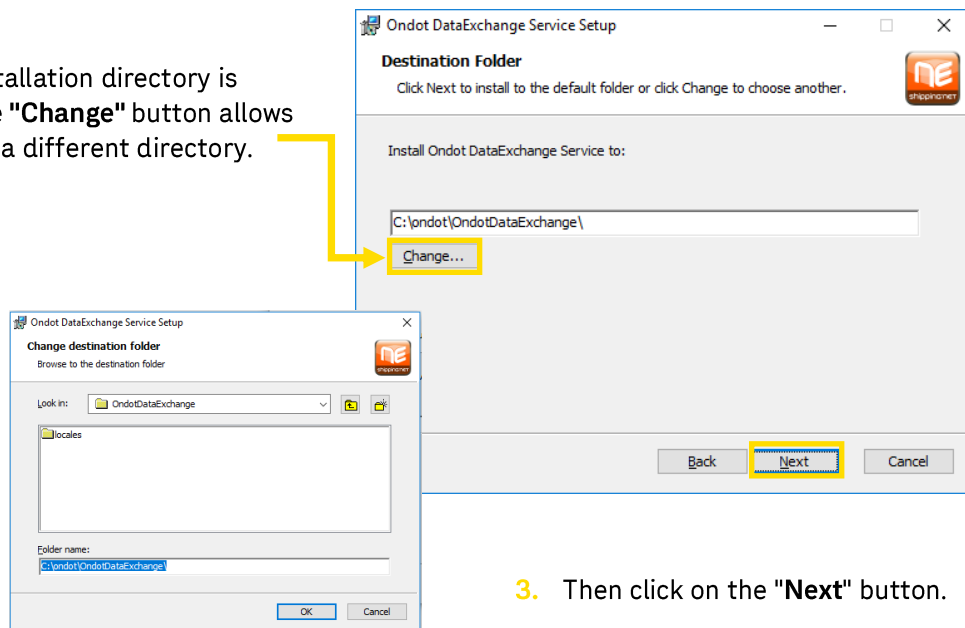
## 4. Installation and setup by the PLC Client

The installation from the PLC Client is started by a double-clicking of the installation file „PostLabelCenter\_Full\_Setup\_Live\_en.msi“.

1. The dialog window opens and you click on "Next".



2. A default installation directory is specified, the "Change" button allows you to select a different directory.

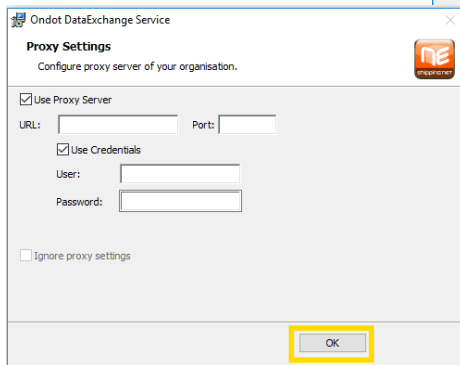
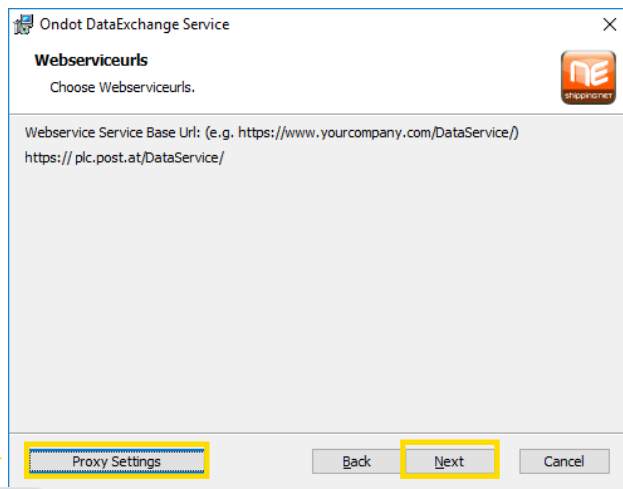


3. Then click on the "Next" button.



4.1. If you are using a proxy server, click the button "Proxy Settings".

4.2. Enter your proxy server settings and confirm with "OK".



5. Otherwise, click on the "Next" button.

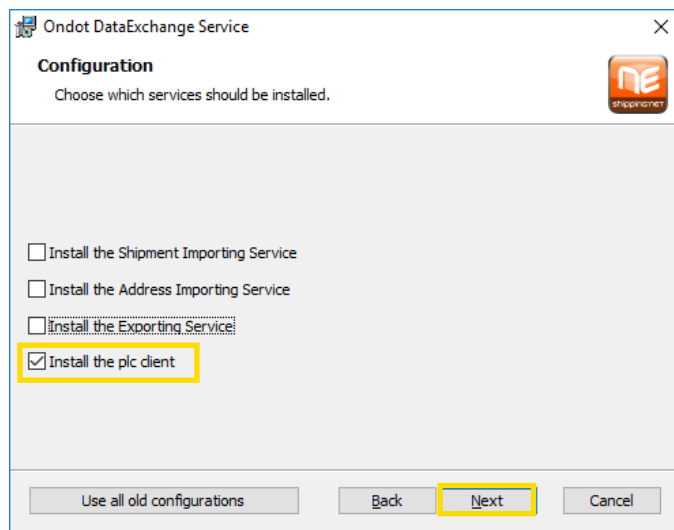
6. Select the Service PLC Client and click on "Next".

**Shipment Importing Service:** automatic import of shipment data

**Address Importing Service:** automatic import of address data

**Exporting Service:** automatic export of shipment data

**PLC Client:** automatic printing on your local printer





7. Enter your 8-digit post customer number under the "Client ID".  
(customer number without leading zeros).



Ondot DataExchange Service  
Configuration  
Configure the webservice URLs and the identification of your organisation.

Client-ID: XXXXXXXX

Back Next Cancel

8. Then click on the "Next" button.

9. Click the "Install" button to start this installation.



Ondot DataExchange Service Setup  
Ready to install Ondot DataExchange Service

Click Install to begin the installation. Click Back to review or change any of your installation settings. Click Cancel to exit the wizard.

Back Install Cancel

Ondot DataExchange Service Setup  
Installing Ondot DataExchange Service

Please wait while the Setup Wizard installs Ondot DataExchange Service.

Status:  
100%

Back Next Cancel

10. The installation is performed by a Setup Wizard. After successful completion click on "Finish".



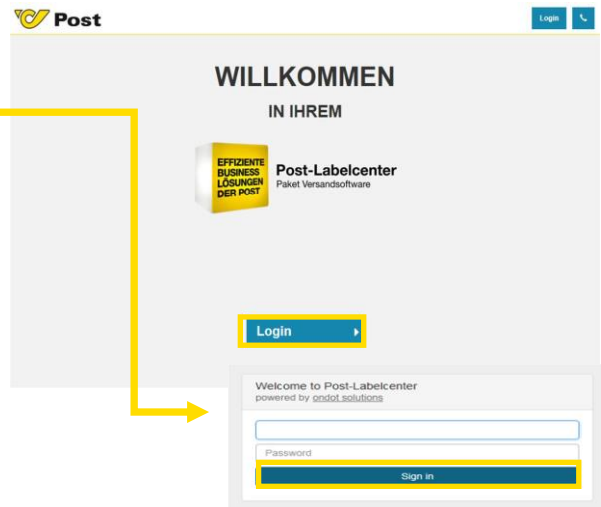
11. After the successful installation, you will find a program shortcut to the PLC Client on the desktop.

With a double-click on the icon, the PLC client is started.

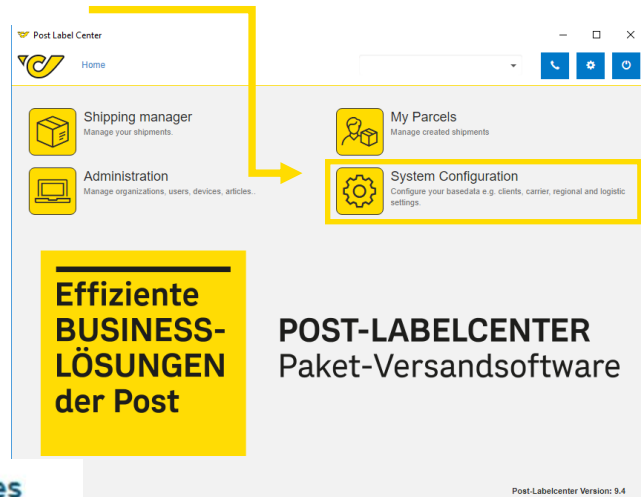


12. Click on the "Login" button and enter your access data.

You will receive your access data by e-mail after concluding a contract with the Austrian Post AG.




13. To add your printer to the PLC, click on the "System Configuration".

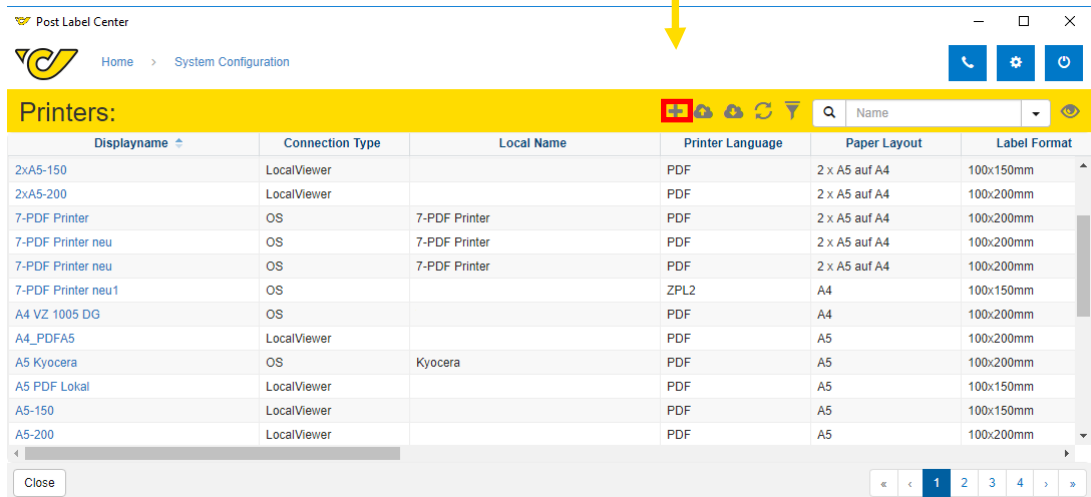


14. In the menu item under Devices select "Printer".





15. In the printer overview click on the plus symbol .



16. Enter the information in the new input mask (New Printer) to enable the communication with the printer.

Common

Common

Name: \*  Owner:

Printer Language: \*  Encoding:

Max number of labels:  Paper source:

Labelprint orientation:

Format

Label Format: \*  Label Home Position Top: \*

Label Home Position Left: \*

Connection

Connection Type: \*

Use printing service:

Local Name:

**Save** Print Config-Label Close

**Name:** Individual, freely selectable name for the Post-Labelcenter.

(Avoid umlauts in the printer name)

**Printer Language:**

- PDF for laser printers
- ZPL2 for label printers

**Label Format:**

- 100 x 150 mm (A6)
- 100 x 200 mm

**Paper Layout:**

- 2 x A5 auf A4
- A4
- A5

**Connection Type:** OS

**Local Name:** Name of the printer, as named in the Windows system.

17. Then click on the "Save" button.

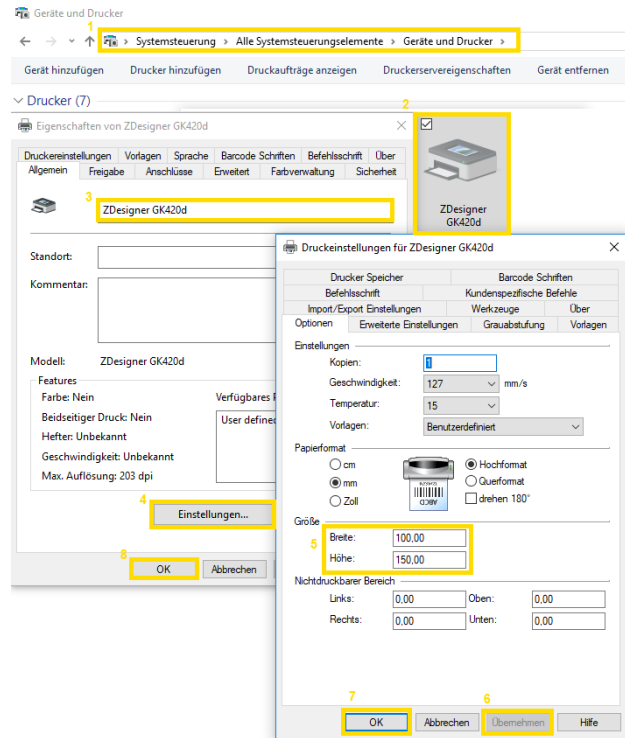




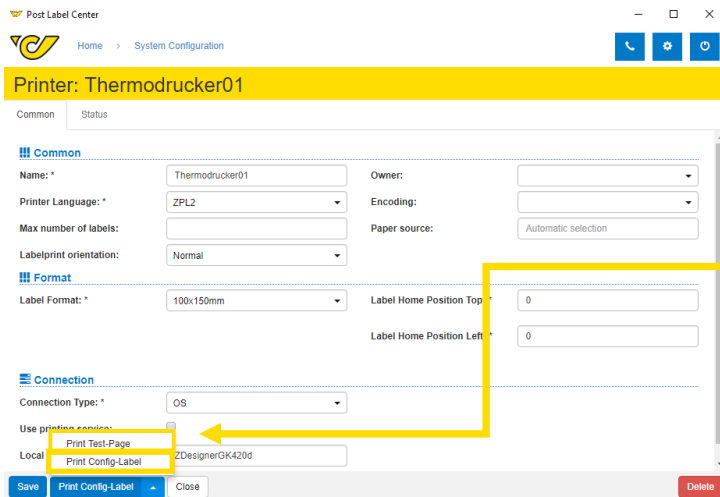
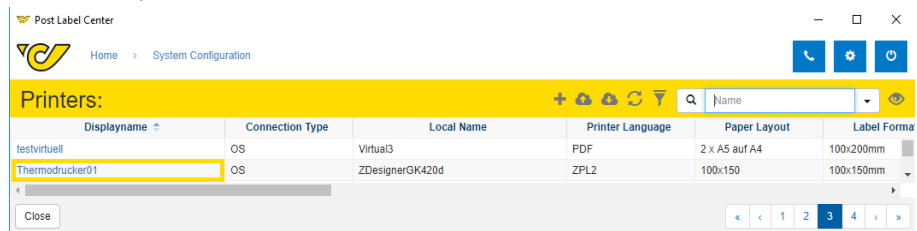
18. Check the local printer settings to see if they match the printer settings in the PLC Client.

Check of the local printer settings:

- Printer Name
- Size
- If necessary, Format
- If necessary, Paper tray



19. After checking the local settings and saving the "New Printer", the created printer appears in the printer overview. Click on the printer name.



20. Then you can check the connection to the printer:

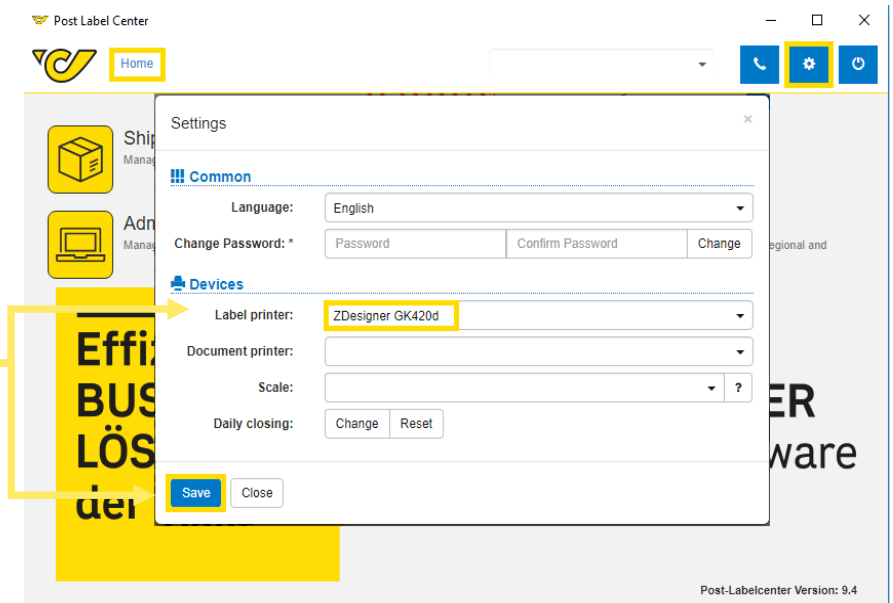
Click the arrow symbol and select for:

- Laser printer (PDF) "Print Test-Page"
  - Thermal printer (ZPL2) "Print Config-Label"
- ➔ Test page is printed



21. To select the printer, click on **"Home"** and then on the settings icon. 

22. Select your **"Label Printer"** and click **"Save"**.



23. After saving, the setup is completed and with the button **"Print labels and save"** you can print your shipments directly to the printer.



## 5. FAQs

### How can I set up a shared printer on the network?

You must submit the actual printer name as described under point 16.

### Where can I find the actual printer name?

Windows Start Button → Search → System Information → Components → Printer → Name

### How can I set up a paper tray?

1. Under Control Panel → Devices and Printers → Right-click on the Printer → Print Properties → Device Settings → note paper tray name  
(**Important!** Depending on the printer manufacturer and driver, the display of the menu may vary)
2. In PLC under System Configuration → Printer → Select your Printer → enter the paper tray name under the paper source and click save.

### What can I do if no labels are printed after the settings?

3. Under the local printer properties, check if you can print a test page.
4. Delete your print jobs in the queue and try again.
5. Restart the PLC client and log in again.
6. Restart the computer and try again.



**Österreichische Post AG**

post.at

Firmensitz: Wien | Firmenbuchnummer: 180219d

Firmenbuchgericht: Handelsgericht Wien

UID: ATU 46674503

Information about privacy can be found at [post.at/datenschutz](https://post.at/datenschutz)