

BTR DTS ZEBRA BARCODE PRINTER GUIDE to configure DTS barcode printers & print barcode stickers



1. Install Zebra driver from CD or search and download:
ZDesigner-GC420t / Zebra-GC420t from the internet
<https://www.zebra.com/ap/en/support-downloads/printers/desktop/gc420t.html>



Support and Downloads > Printers Support > GC420t Desktop Printer Support

GC420T DESKTOP PRINTER SUPPORT



In addition to t

[Specification](#)

[Product registra](#)

[GC420D Des](#)

You may also install their new Zebra Setup Utilities Wizard. This loads the printer drivers. You may install the New Printer this way.



[Open A Support Case](#)



[Request A Repair](#)

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[Firmware](#)

[Software](#)

DRIVERS

RECOMMENDED

Zebra Setup Utilities for Windows

Recommended driver installation and configuration utility (v. 11.9.1283).

[Download 46](#)

[MB](#)

If re-installing a new driver, properly uninstall previous and other zebra drivers. (MISS-HMD will assist in the admin credentials) Restart PC after uninstallation and re-installation to clear old entries/defaults in listings for printers and drivers.

Zebra Setup Utilities - Install/



System Prepare Wizard

Preloading Drivers

Application needs to preload driver package to your system.

Printer drivers will now be pre-loaded. These drivers will be used to communicate with the printer. Follow the Wizard to start the preload process. When completed, a Wizard will help you set up the driver.

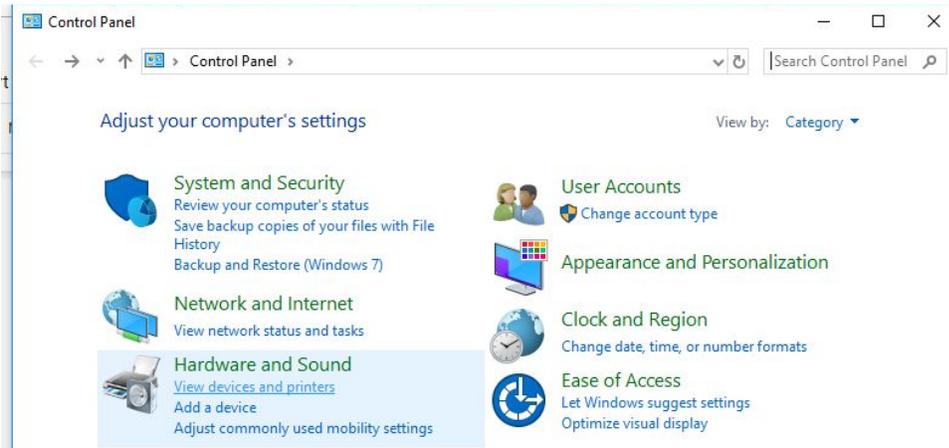
Zebra Setup Utilities

Printers

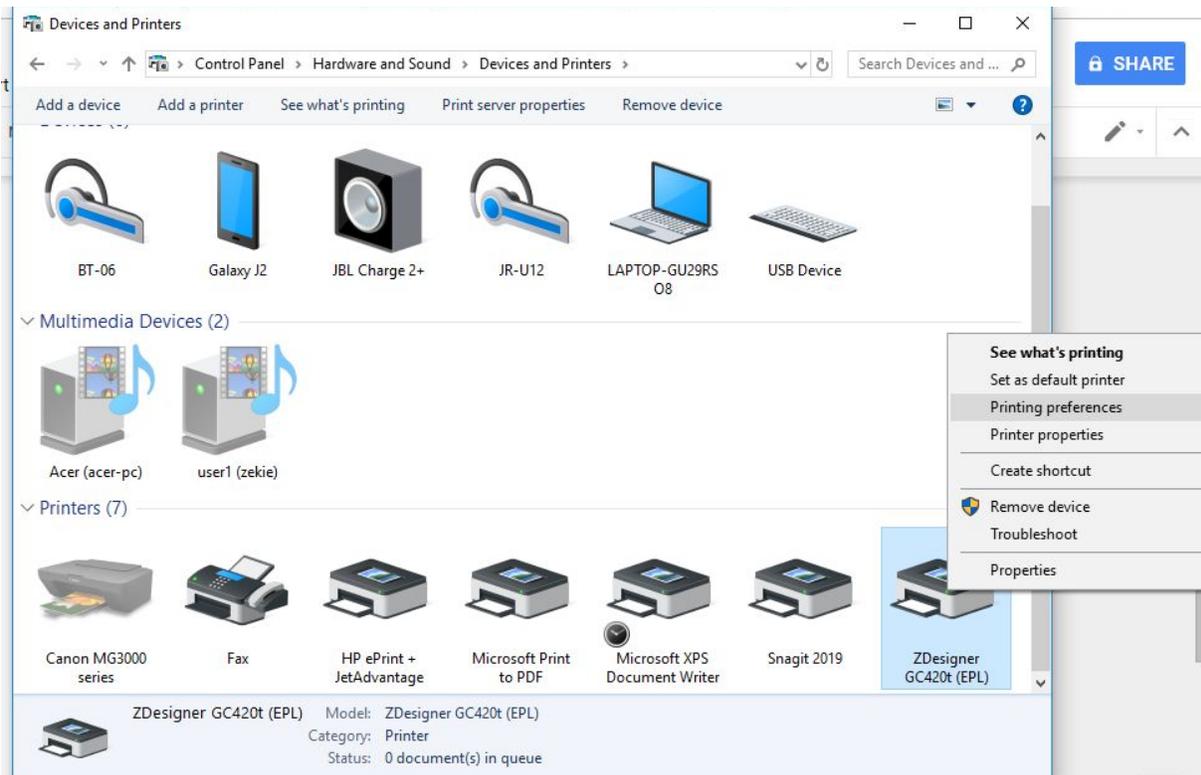
The list below displays installed printers. To configure a printer, select it and choose one of the configuration options below.

[Install New Printer](#)

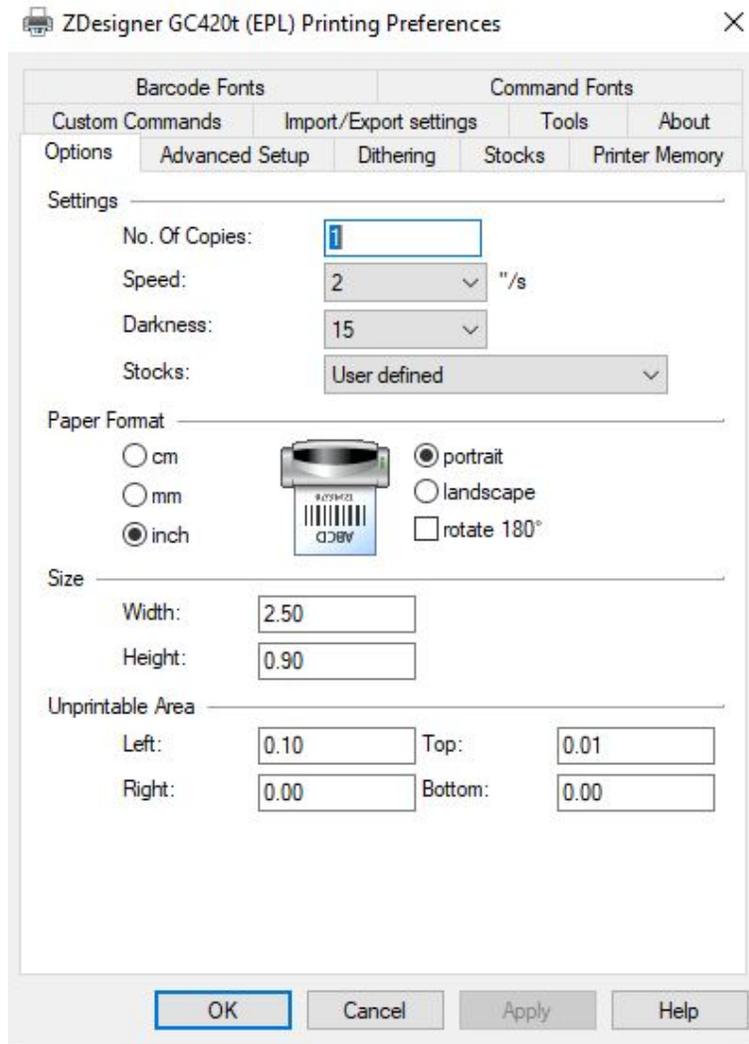
2. After installation, Restart Computer. Then go to Windows Control Panel and click **“View devices and printers”**



- a. Select **ZDesigner-GC420t / Zebra-GC420t** then right click and
- b. select **“Printing preferences”**
- c.



d. Kindly copy all of this configuration on the picture below.



Settings

No. Of Copies: **1**
 Speed: **2** "/s" (inches)
 Darkness: **15**
 Stocks: **User Defined**

Size

Width: **2.50**
 Height: **0.90**

Paper Format

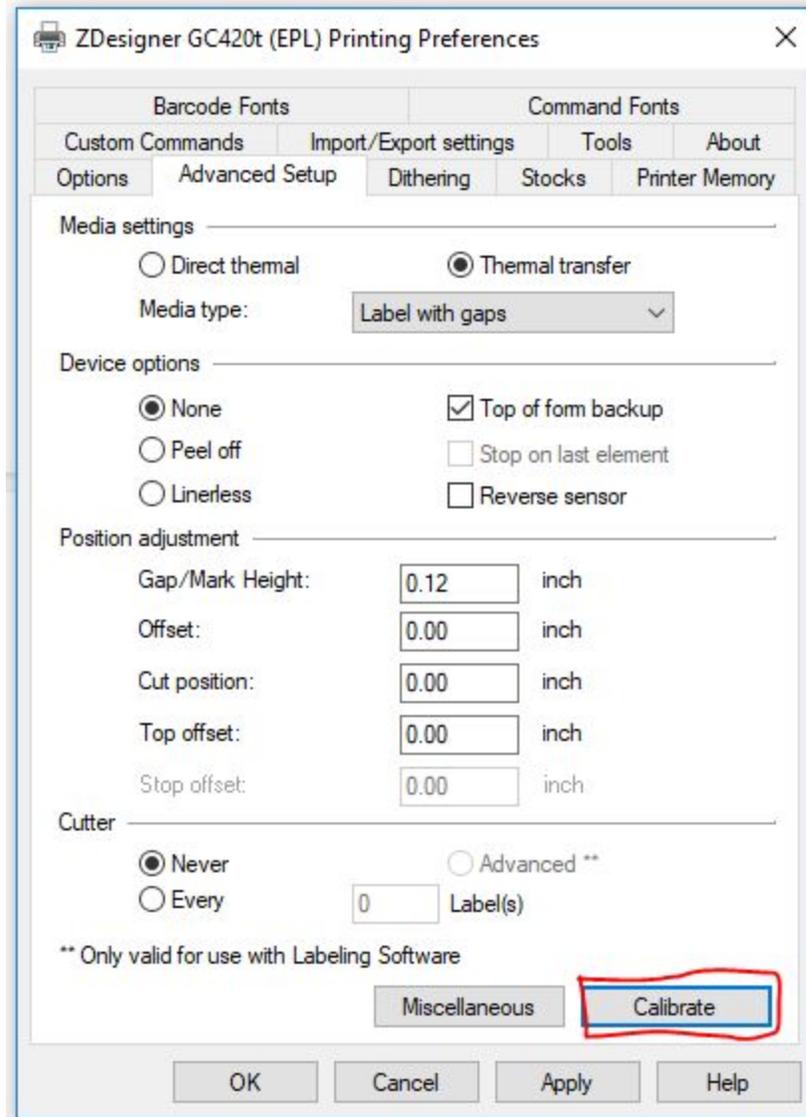
It should be in **Inches**
 It should be in **Portrait**

Unprintable Area

Left: **0.10** Top: **0.01**
 Right: **0.00** Bottom: **0.00**

- e. Go to “**Advanced Setup**” tab, then click “**Calibrate**” to line the paper.

Try calibrating the printer using the calibrate button, then Calibrate here in the settings

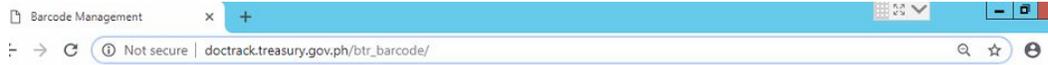


3. Then Open Google Chrome browser
(for compatibility kindly use Google Chrome for printing of barcode stickers)

4. Go to http://doctrack.treasury.gov.ph/btr_barcode/

a. Username: **admin**

b. Password: **btradmin2k19**

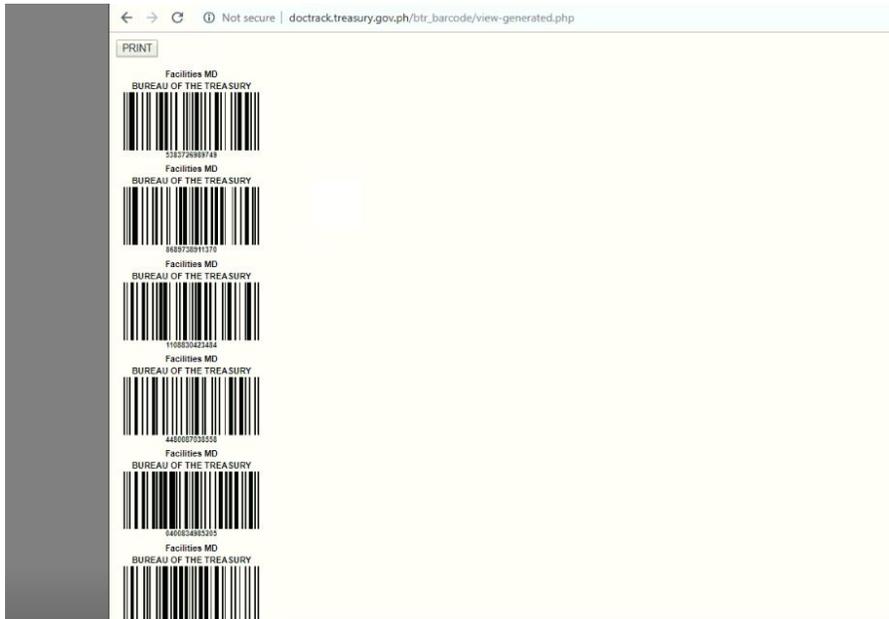
A screenshot of the "Barcode Manager" login page. It features a central form with two input fields: "Username" and "Password". Below the fields is a blue "Login" button. The page has a light gray header with the title "Barcode Manager" and a footer with "COPYRIGHT 2016".

5. Select department then click "Generate" button

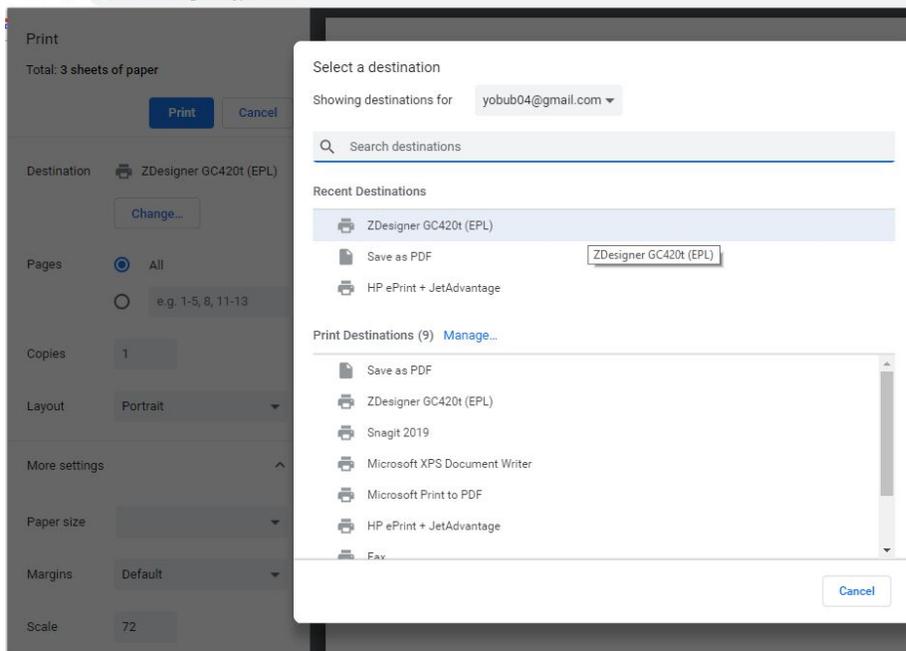
A screenshot of the "Barcode Management" application interface. The page header includes the Bureau of the Treasury logo and the text "Bureau of the Treasury Barcode Management" and "Admin". The main content area shows a "Barcode Management" section with a "Select Department--" dropdown menu. The dropdown is open, showing a list of departments including "Communications & Records Management Division". To the right of the dropdown is a "Generate" button. Below the dropdown is a table with columns for ID, Department, and Date, and a "View" button for each row. The table shows three entries, with the first entry selected. A "View Batch" section with a "View" button is also visible. At the bottom, there is a pagination control showing "Showing 1 to 8 of 8 entries" and "Previous 1 Next".

ID	Department	Date	Action
6	3 Communications & Records Management Division	2019-03-13	View
7	2	2019-03-13	View
8	1 sample2	2019-03-13	View

6. Click **“PRINT”** button



7. Change **“Destination”** select **ZDesigner-GC420t / Zebra-GC420t**



8. For Switched User, in the absence of the main user with the barcode printer, once logged in with a different AD user, during Printer select, choose another printer OTHER than the **ZDesigner-GC420t / Zebra-GC420t** then re-select/choose **ZDesigner-GC420t / Zebra-GC420t** to “refresh the configuration”, then restart the PC.

- a. Kindly copy Configuration on this picture
 - i. Layout: **Portrait**
 - ii. Click **“More settings”**
 - iii. Paper size: **Leave it blank**
 - iv. Pages per sheet: **1-5 or 1-3**
 - v. Margins: **Default**
 - vi. Scale: **90**

Print

Total: 5 sheets of paper

Destination  ZDesigner GC420t (EPL)

Pages All

Copies

Layout ▼

More settings ^

Paper size

Pages per sheet ▼

Margins ▼

Scale

Options background graphics

Note: Ensure the format below for pages of barcode sticker.

Example: **1-3 or 1-5**

Pages All

Note: Ensure that the scale is **90**.

9. Click "PRINT"

Print

Total: 5 sheets of paper

Destination: ZDesigner GC4201 (EPL)

Pages: All 1-5

Copies: 1

Layout: Portrait

More settings ^

Paper size: [dropdown]

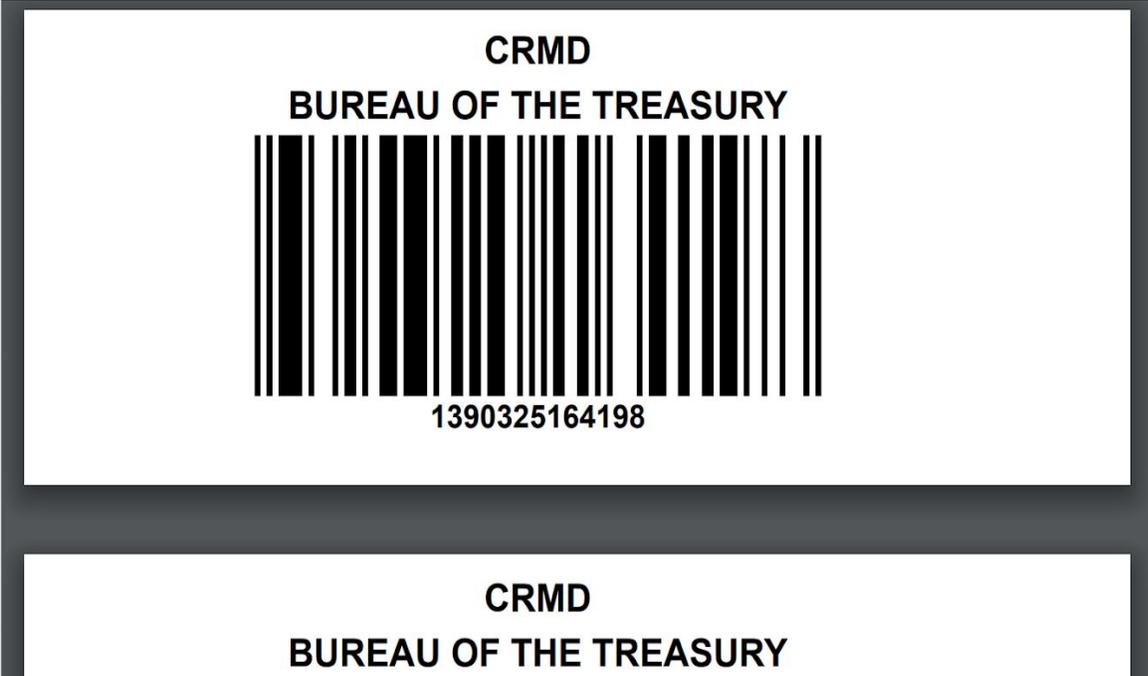
Pages per sheet: 1

Margins: Default

Scale:

Options: Background graphics

Print using system dialog... (Ctrl+Shift+P) [icon]



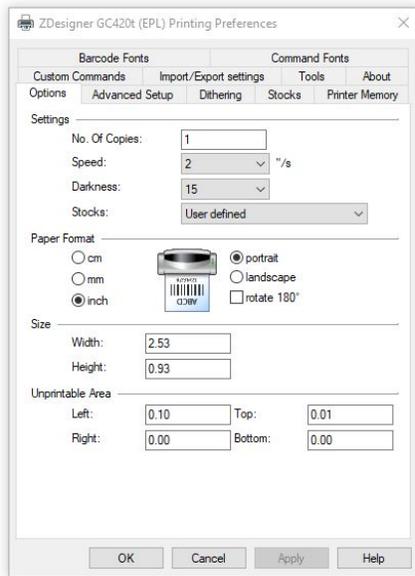
If the print preview of the barcode seems “off”, the barcode skips or crosses a page,
Review the calibration settings above, and review the print settings above.
Sometimes these reset-especially the print settings-when your PC is reset.
If all the values are intact, contact MISS for Tech Support.

V4 after duplicate barcode incidents due to deprecated code

V5 last printed stickers are misaligned sometimes needs recalibration, switching printers cause reset of settings.

*Sometimes for specific printers, we vary the settings specifically the SCALE & HEIGHT
See Admin Service special case of Height 0.93 and Scale 100:*

77.22.100.3004



Height: 0.93
Scale: 100

