

Ordering Pre-Printed Barcode Labels

(from Jaywil Software or another library supplier)

Customer Advantages:

1. Quality and accuracy of the barcode labels are guaranteed.
2. The labels are laminated and can be easily applied to the outside of the back of the items for convenient barcode scanning.
3. Ease of use with minimal effort.

Issues that need to be considered:

1. Shipping/delivery time from Jaywil Software or another library supplier.

Printing Your Own Barcode Labels

Customer Advantages:

1. There is no wait time while labels are printed elsewhere and then shipped to the library. However, blank labels must still be purchased and shipped if not already acquired.
2. Print, re-print, and create additional barcode labels as needed.

Warnings / Issues that need to be considered:

1. You are responsible for ensuring the quality and accuracy of the barcode labels. This includes: testing to ensure they scan properly, labels lining up correctly on the label sheet, overlap, number accuracy, etc.
2. These barcode labels will not be laminated so each label will need an additional label to protect it. This increases cost and effort.
3. A plain label without a protective covering will be subject to smearing, paper decomposition, contact with liquids, etc.
4. We highly recommend that a laser printer be used to print barcode labels. Printing barcode labels on an inkjet or deskjet printer will cause numerous problems. The ink can spread and can cause the barcode to grow and will result in scanning issues.
5. Additional cost of printer maintenance, toner and hardware.