

Devices and Printers

24/10/2024 2:29 pm BST

Summary

Devices and Printers are defined in the system to dictate system behaviour such as printing labels and opening tills.

You can choose to define a Profile by a physical machine or by a generic location, for example 'Godalming Reception' can be used by many computers and they will all use the same Till and Label printer. There is no requirement to setup the profiles for each computer name.

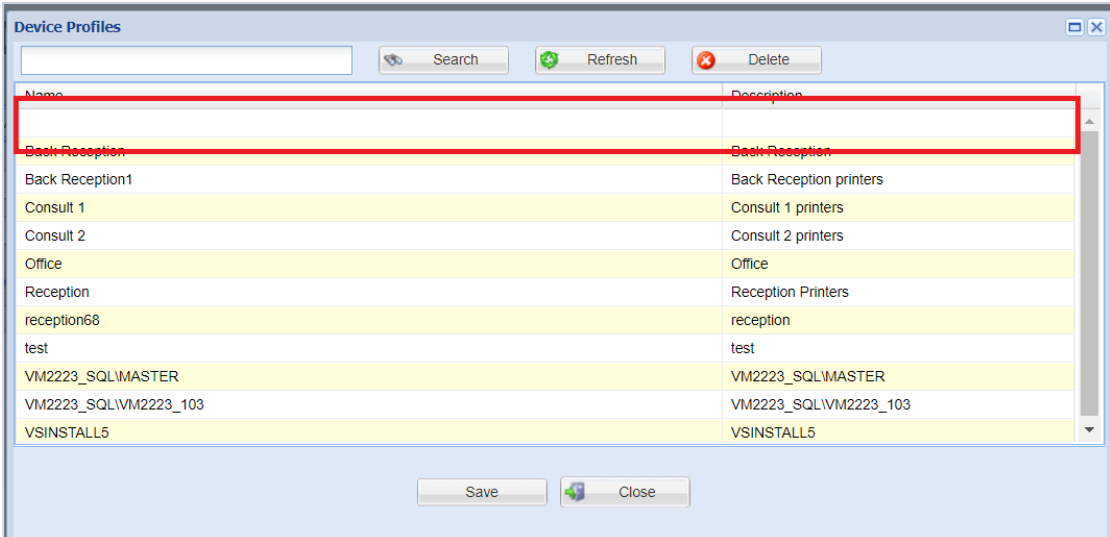
Details

Device Profiles

Profiles are selected during the login process to specify the location of the machine you are located, this will define which till or label printer is used.

Add a Device Profile

1. Navigate to **Administration > System > Devices > Device Profiles**.
2. Enter a '**Name**' and '**Description**' into the top line.



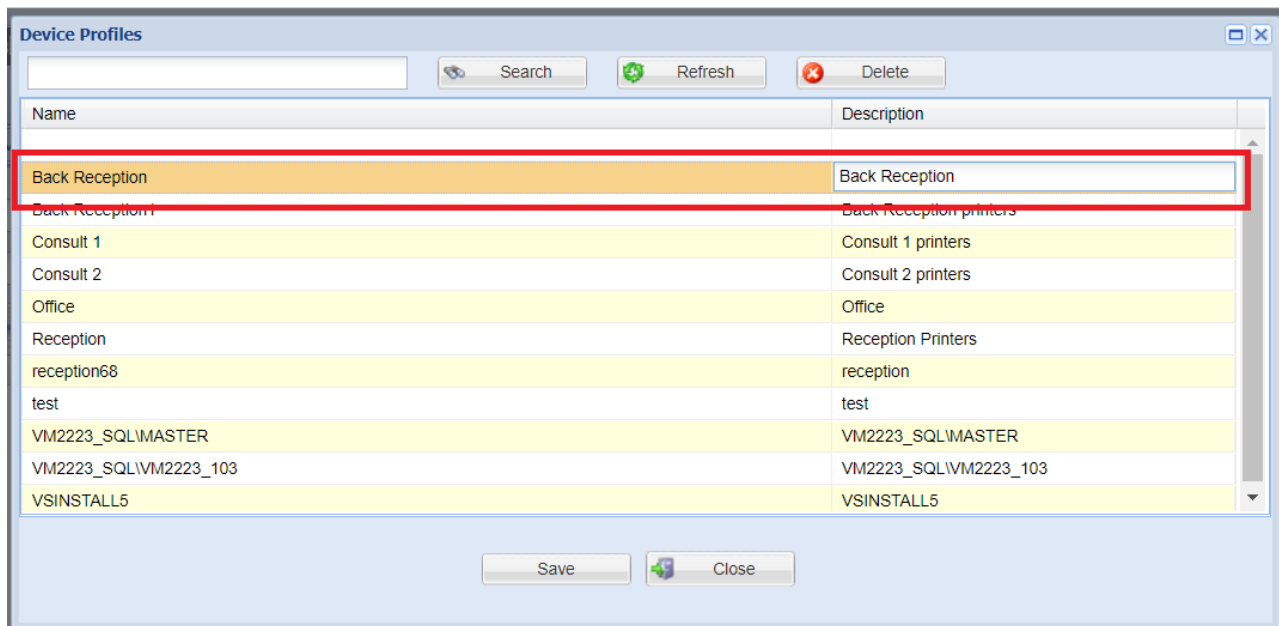
The screenshot shows a 'Device Profiles' window with a table containing the following data:

Name	Description
Back Reception	Back Reception
Back Reception1	Back Reception printers
Consult 1	Consult 1 printers
Consult 2	Consult 2 printers
Office	Office
Reception	Reception Printers
reception68	reception
test	test
VM2223_SQLMASTER	VM2223_SQLMASTER
VM2223_SQL\VM2223_103	VM2223_SQL\VM2223_103
VSINSTALL5	VSINSTALL5

3. Select '**Save**'.

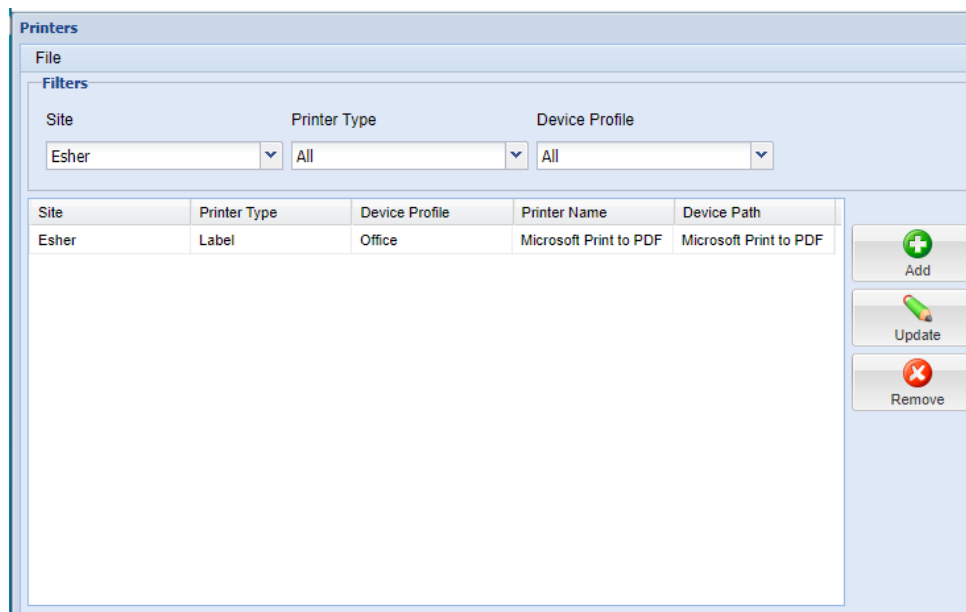
Edit a Device Profile

1. Navigate to **Administration > System > Devices > Device Profiles**.
2. Select the fields you wish to **edit** and make your changes.
3. Select '**Save**'.



Printers

Any Label and Till printers need to be added into the system.



Add a Printer

1. Navigate to **Administration > System > Devices > Printers**.
2. Select the **Site** you are adding a printer to.
3. Select the **Printer Type** (Till or Label).
4. Enter a '**Name**' for the printer.

5. Enter the Device Path.

6. Select '**Save**'.

The printer name needs to match the name of the printer, as installed on the machine with the Hyperion Service, within the local practice.

7. Hyperion is a service which talks to the Merlin PMS to collect print requirements and sends them to the printer in your practice.

Edit a Printer

1. Navigate to **Administration > System > Devices > Printers**.

2. Select the printer wish to edit and select '**Edit**'.

3. Apply your changes and select '**Save**'.
