

Print Staff Labels

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Updated: 2 years ago

Select Staff

The screenshot displays the ONE TO ONE PLUS dashboard for Demo School District. The left sidebar contains navigation options: Dashboard, Assets, Students, Staff (highlighted with an orange box), Manage Staff, Print Labels, Locations, Tasks, Invoices, Imports, Reports, and Settings. The main content area features a search bar and a breadcrumb trail (Home > Dashboard). Below this, there are tabs for Tasks, Assets, Users, and Locations. The dashboard is divided into six analytics panels:

- Open Tasks by Assigned Technician:** A pie chart showing task distribution by technician: Burt Lancaster (36), Mitzi Brown (3), Joey Cole (2), Landon Jones (1), and Password Reset (1).
- Open Tasks by Site:** A pie chart showing task distribution by site: DHS (29), DMS (8), DSD (1), EMS (1), ESI (1), Transfer (1), and DES (1).
- Open Tasks by Type:** A pie chart showing task distribution by type: Cracked Screen (19), Multiple Issues (11), Keyboard (4), Missing Device (1), Display Screen (2), Display Issue (2), Day User Request (2), Password Reset (1), and Password Reset (1).
- Tasks by Status:** A pie chart showing task distribution by status: New Service Call (34), Depot Repair (4), Device In Repair (2), and Repair (2).
- Tasks by Closure Type:** A partially visible pie chart.
- Outstanding Tasks by Time:** A partially visible pie chart.

Click Print Labels

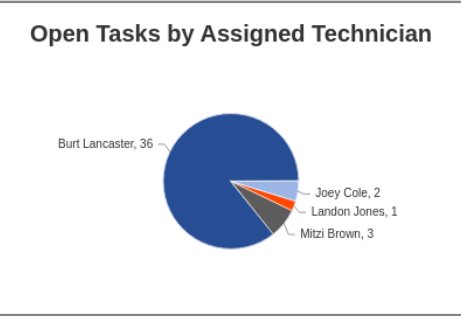
Type 3 or more characters and PRESS ENTERDemo School District

- Dashboard
- Assets
- Students
- Staff
- Manage Staff
 - Print Labels
- Locations
- Tasks
- Invoices
- Imports
- Reports
- Settings

Home > Dashboard

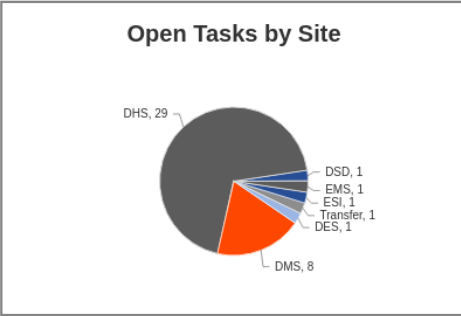
Tasks Assets Users Locations

Open Tasks by Assigned Technician



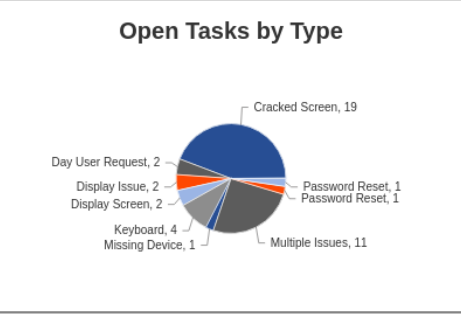
Technician	Count
Burt Lancaster	36
Joey Cole	2
Landon Jones	1
Mitzi Brown	3

Open Tasks by Site



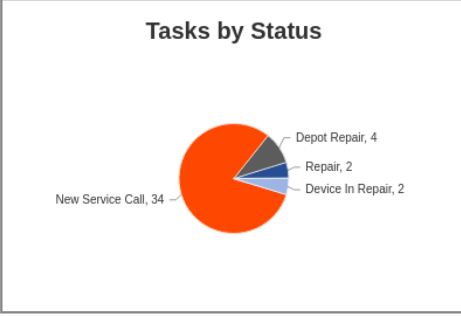
Site	Count
DHS	29
DMS	8
DSD	1
EMS	1
ESI	1
Transfer	1
DES	1

Open Tasks by Type



Type	Count
Cracked Screen	19
Multiple Issues	11
Day User Request	2
Display Issue	2
Display Screen	2
Keyboard	4
Missing Device	1
Password Reset	1

Tasks by Status




Status	Count
New Service Call	34
Device In Repair	2
Repair	2
Depot Repair	4

Tasks by Closure Type


Outstanding Tasks by Time

40

Use the Fields to Filter the Staff You Wish to Print Labels For



Type 3 or more characters and PRESS ENTER



Demo School District

Home > Staff > Print Staff Labels

Dashboard
Assets
Students
Staff
Locations
Tasks
Invoices
Imports
Reports
Settings

Print Staff Labels

Staff IDs:

Staff Name:

Site:

Type:

State:

Created:



Order First By:

Order Second By:

Order Third By:

Order Fourth By:

Click Run Filter

Demo School District

- Dashboard
- Assets
- Students
- Staff
- Locations
- Tasks
- Invoices
- Imports
- Reports
- Settings

Home > Staff > Print Staff Labels

Print Staff Labels

Staff IDs:

Staff Name:

Site:

Type:

State:

Created:

Order First By:



Order Second By:

Order Third By:

Order Fourth By:

Run Filter

Select the Proper Template

Demo School District

Home > Staff > Print Staff Labels

Print Staff Labels

Staff IDs:

Staff Name:

Site:

Type:

State:

Created:

Order First By:

Order Second By:

Order Third By:

Order Fourth By:

[Run Filter](#)

Print Options

Avery Template:



Number to Print:

Print Start Position:

[Print 52 Labels](#)

Preview of First 15 of 52 Records

Choose the Number of Labels to Print

Demo School District

- Dashboard
- Assets
- Students
- Staff
- Locations
- Tasks
- Invoices
- Imports
- Reports
- Settings

Home > Staff > Print Staff Labels

Print Staff Labels

Staff IDs:

Staff Name:

Site:

Type:

State:

Created:

Order First By:

Order Second By:

Order Third By:

Order Fourth By:

[Run Filter](#)

Print Options

Avery Template:



Number to Print:

Print Start Position:

[Print 52 Labels](#)

Preview of First 15 of 52 Records

Choose the Start Position for Partially Used Pages

Demo School District

- Dashboard
- Assets
- Students
- Staff
- Locations
- Tasks
- Invoices
- Imports
- Reports
- Settings

Home > Staff > Print Staff Labels

Print Staff Labels

Staff IDs:

Staff Name:

Site:

Type:

State:

Created:

Order First By:

Order Second By:

Order Third By:

Order Fourth By:

[Run Filter](#)

Print Options

Avery Template:



Number to Print:

Print Start Position:

[Print 52 Labels](#)

Preview of First 15 of 52 Records

Click Print Labels to Generate PDF of Labels to Print

Demo School District

- Dashboard
- Assets
- Students
- Staff
- Locations
- Tasks
- Invoices
- Imports
- Reports
- Settings

Home > Staff > Print Staff Labels

Print Staff Labels

Staff IDs:

Staff Name:

Site:

Type:

State:

Created:

Order First By:

Order Second By:

Order Third By:

Order Fourth By:

[Run Filter](#)

Print Options

Avery Template:

Number to Print:

Print Start Position:

[Print 52 Labels](#)

Preview of First 15 of 52 Records