

M&M Micro Systems, Inc.

iSOMS

**How to Print Bar codes from
Incident Reports**

How to Print a Barcode From Incident Reports

Purpose: After completing the property section in an incident report, the property can be pushed to the Evidence Module and barcode labels can be printed.

After completely entering the Property (Seized/Evidence) it can be pushed from the property tab to the Evidence Module. From the Property Grid on any of the property tabs (*General/Seized Drugs/Weapons/Vehicle Property Tabs*) this can be done by clicking on the “Arrow” symbol on the right side of the grid. After you have successfully pushed the evidence, save your report then proceed to printing. You can Print by clicking on the barcode symbol on the right side of the grid. (shown in screenshot below) This will open the view screen, then choose printer in top right corner to print.

2 DRUGS

Loss Type	Property Type	Drug Type	Quantity	Drug Measurement	Property Description	Item Number	Street Name	Est Street Value	UCR	Entry By	Info Only
Seized	Drugs / Narcotics	Marijuana	1.000	Ounce	BAG OF WEED	1		0	35A	ELDER, MARTIN	
Seized	Drugs / Narcotics	Marijuana	1.000	Ounce	THE PIPE	2		0	35A	ELDER, MARTIN	

EXPORT GRID TO FILE ADD DRUG