

Ramp

# How to Guide

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Print Items via File or  
CSV

1

## Loca.fi Print

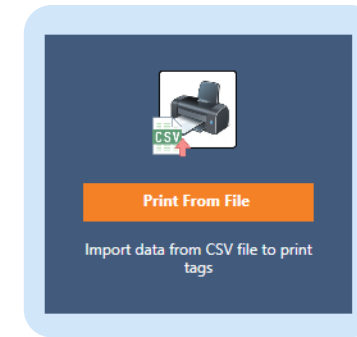
Enter your given username and password into the respective fields. Tap on the **Login** button to access the device.



2

## Open Print from File

To navigate to the Print from File function, tap on the **Print from File** tile. If this tile is not available, refer to our **Print Settings** guide to enable this option.

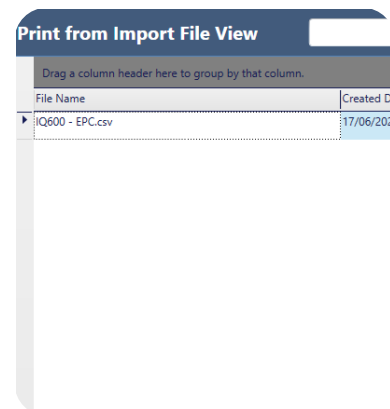


3

## Import File View

Select the CSV print file that you wish to continue with.

If no files appear, please ensure that the files are of **CSV** format and are stored in the designated directory which can be set via the settings page.

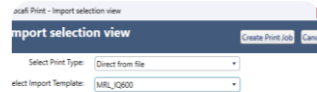


Print from Import File View	
Drag a column header here to group by that column.	
File Name	Created Date
IQ600 - EPC.csv	17/06/2022

## 4 Import Selection View

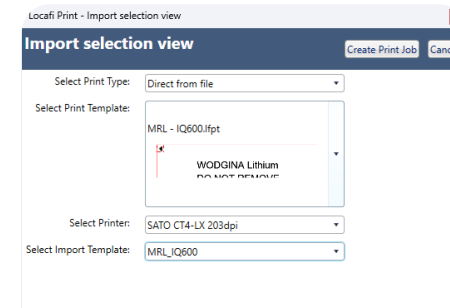
Select the print type from either **Direct from File** or **SKU Tags from File** depending on the file chosen.

Select the import template associated with the file. The import template is responsible for translating the CSV to the print template.



## 5 Select Print Template

If a default print template is not set, you will be prompted to select a print template. Select the template alongside the corresponding import template. Press **Create Job** to continue.



## 6 Print Job

The print jobs will be added to the print queue prior to printing. To begin printing, press the **Play/Pause** button under **Print Job Details**.

