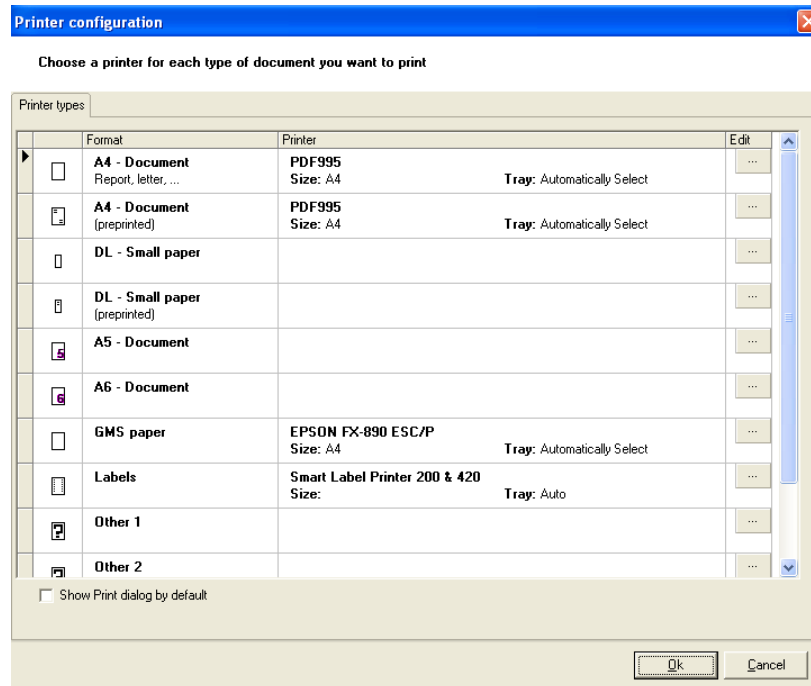# Conversion to Health one version 7.1

Printer setup

Health one version 7.x has a new printer setup for all document printing tasks. This function is designed as follows:

1. New print setup function. Click on File ➔ Print setup
   Here you will define a printer for various page sizes (paper formats)
   These printer settings will be per PC
2. Each Document template will be assigned a paper format rather than a specific printer.
   Thus if you change a printer, you only have to change the printer setup/paper format. You will not have to change each and every document template
   The main types of templates are:
   Document templates (Canevas) – most of these templates are A4 paper and will print to the default printer
   Labels
   Prescriptions
   Fast Reports – printing transactions/trends etc – many of these also print to A4
3. During the upgrade Health one will attempt to "convert" your existing printer assignments to match the new setup. In this case there will be nothing for the suer to do after upgrade.
   However, in some cases, if the conversion does not pick up on a template's pre existing printer setup, you may have to do so your self.

How to manage the print setup in version 7.x

1. Click on File ➔ Print setup

The 3 main paper formats that you might want to change are:

A4 paper – assign this normally to your default printer

GMS prescriptions reports – define the printer and paper size in this window

Labels – define the label printer and paper size here

2. You may have to open the document template, prescription report or label report in design mode to assign a paper format to the template.

All of this need only be done once, if at all, for existing document templates.