



Sweed Barcode & Bin Label Printing

Purpose

Train teams to generate and apply accurate bin labels to sales-floor stock, improving organization and traceability.

Learning Objectives

By the end of this course, learners will be able to:

- Locate products and print labels in Sweed.
- Verify barcode data accuracy.
- Apply and maintain bin labels per standards.



Printing Barcodes/Bin Labels

1. Sweed → Inventory → Stock Items.
2. Search product by name, SKU, or tag.
3. Select product > view package details.
4. Click Print icon beside package tag.
5. Verify printer settings (printer & label size).
6. To generate barcode: enable Use External Track Code.
7. Click Print and retrieve label.

store.sweedpos.com/inventory/stock_items

Green Dragon Tallahassee More... Store time 12:42 PM

Inventory / Stock Items / Items in group

← Circles Dark Coco Cake Preroll 5-pack 2.5g Updated a few seconds ago

Info Reserved

Category Brand Global price

Perols Circles 18

Subcategory SKU Local price

Perol Pack 47801003-44800-0 18

Items Click here for more info on the various ways of working with Stock Items

Product	Transfer QTY	Barcode	BioTrack code	Lab test	Total	Available	Reserved	Expiration date	Wholesale cost	CBD, % THC, %	PO No.	Reception date	Location
Dark Coco Cake Preroll 5-Pack - 2.5g	47801003	94002		PASSED	40	40	0	08-29-2026	\$0.00	0 18.9	#32452	2023-09-19 Reception	Backstock

47801003 The printer is offline

Setting

Type Label Bin label

Qty * 1

Use external code

Content

Product name: Dark Coco Cake Preroll 5-Pack - 2.5g

Category: Prerols

Subcategory: Total CBD

Perol Pack: 0%

Terpene: Total THC

18.9%

Received date: 09-18-2025

Expiration date: 08-29-2026

Barcode: 47801003

BioTrack code: 3205677690945021

Preview

\$18.00 -Dark Coco Cake Preroll 5-Pack - 2.5g

3205677690945021

Green Dragon Tallahassee Monroe

CODE128

Print



Placing & Auditing Labels

Placing Labels:

- Apply label to inside left bin wall.
- Print a second label to affix to the package in your vault.
- Ensure readable and secure placement.
- Replace damaged/missing labels immediately.

Auditing:

- Perform bin audits weekly.
- Verify label matches product and location.
- Report issues to Inventory Manager.

