



RaceDay CheckIn App Label Printing

April 29, 2025





Today's Agenda

- **Why use label printing?**
- **Setting up your printer**
- **Setting up label printing in the CheckIn App**
- **Best practices**
- **Implementation suggestions**
- **Q&A**





Introduction to Label Printing





Why use Label Printing?

Label printing is a function that is available in the CheckIn App already, but is something that has seen an increase in interest over the last ~year

Reasons to use label printing include:

- Race Director requests it, or it's part of a RFP
- Lynchpin to getting a race to move to Dynamic Assignment
- Provides a "Premium" experience
- Helps eliminate accidental swapped bibs among friends/family members
- Helps with fulfillment





What printers are Supported?

We support any Brother printer that again has the right label size compatibility for it to work with native print

In particular, these models:

- [QL810W](#)
- [QL810WC](#)
- [QL820NWB](#)

Out of these options, QL820NWB is the best, as it has a screen that helps with troubleshooting and setup, and supports Bluetooth.





Label Printing on **Android**

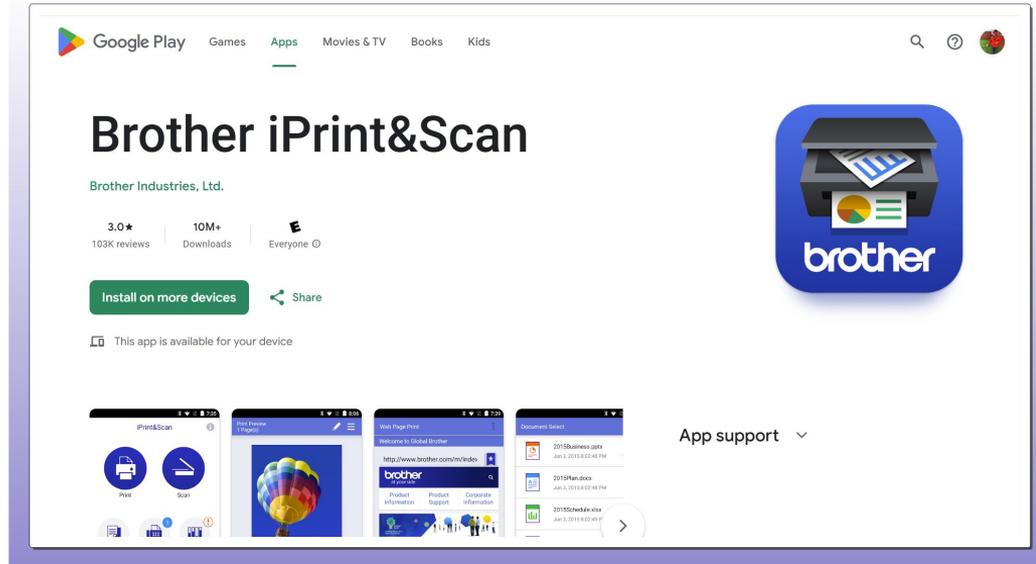




Install the Brother Print Service Plugin

Other brands may have other requirements, but the Brother printers recommended require this app to be used with devices.

- [Play Store link](#)

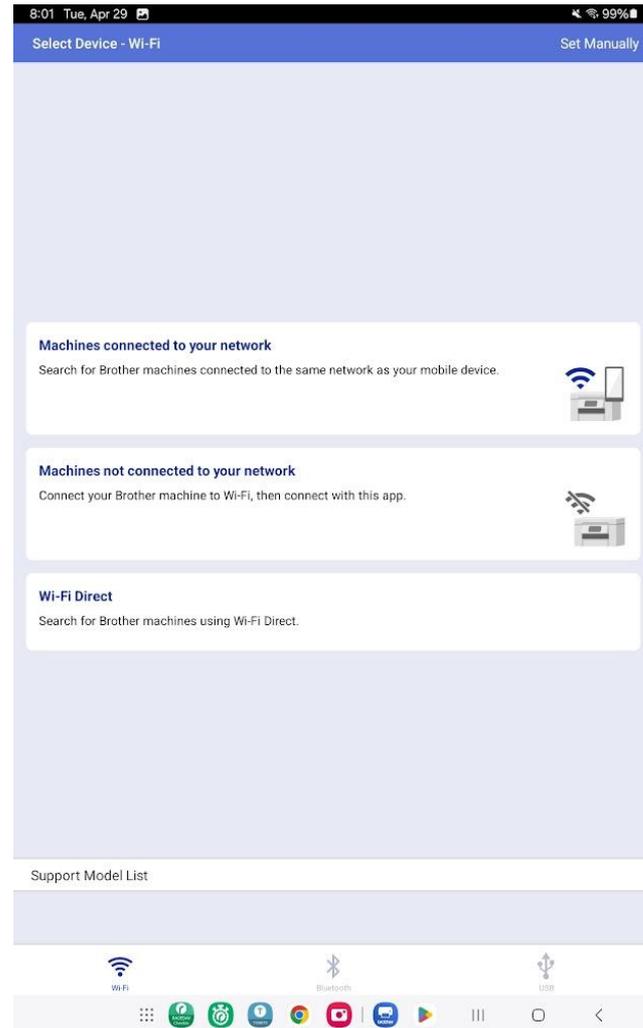


Select the printer In the Brother App

You will need to set up your device on your WiFi network - this will vary depending on your device - if you are using this method.

Go to the Brother app and select your connection method - this may take several attempts

Bluetooth is always preferable if this is an option for you

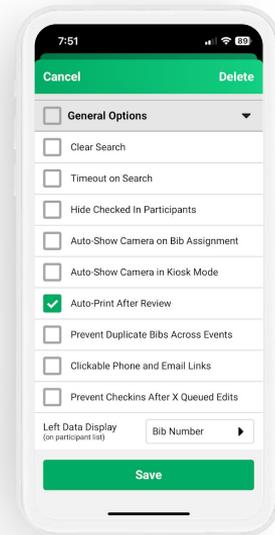
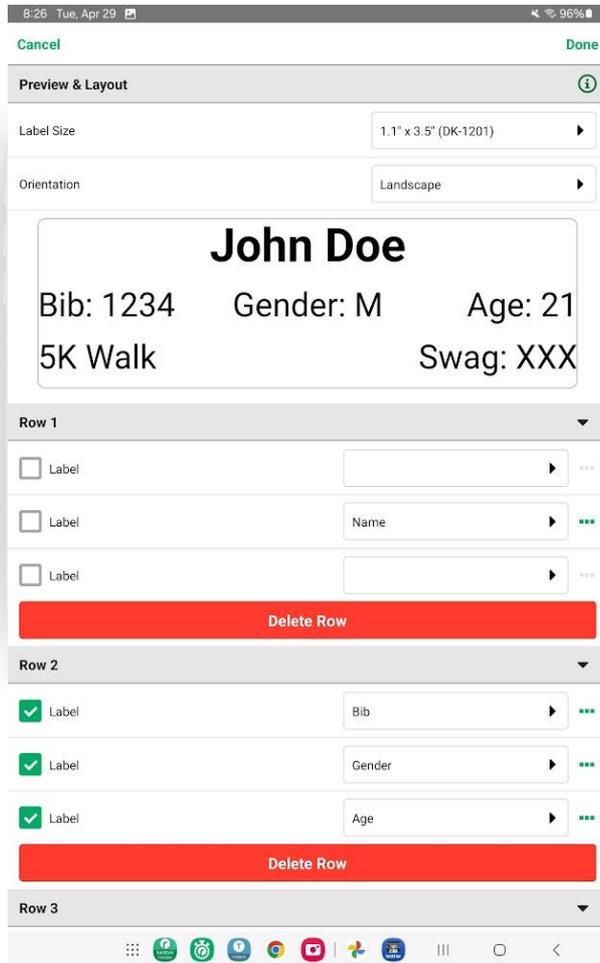


Set up Labels On Android

For Android devices, you will not have the “Printer Selection” screen that is seen on iOS devices - this is why the Brother app is necessary. If you are using something other than the Brother printers, you will need to make sure you can print on them from your phone

If you are using label printing, remember to set “Auto-Print After Review”

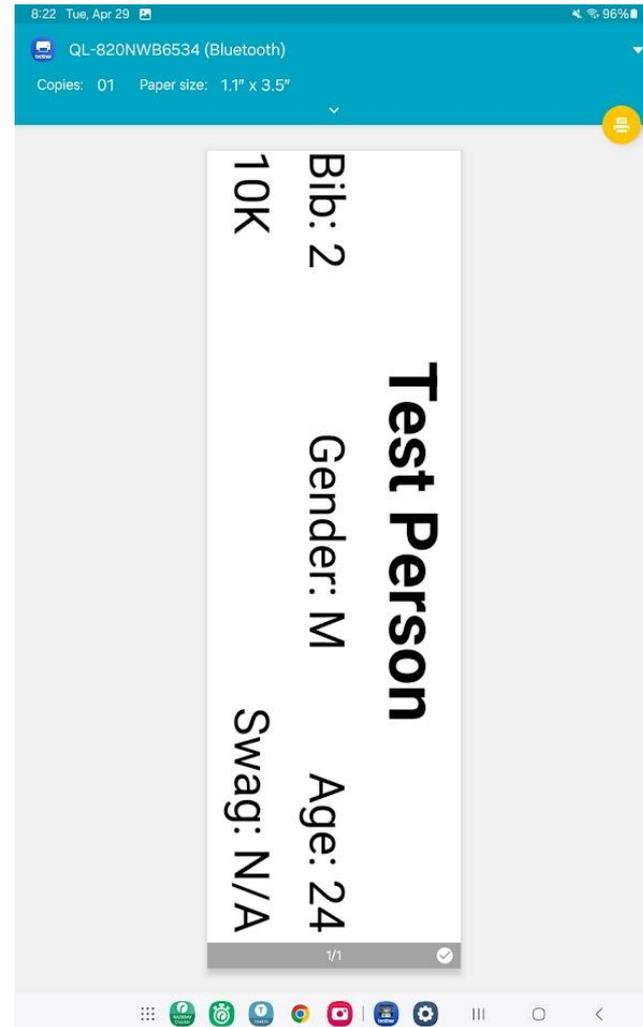
TEST - especially if you are not using the Brother printers



Printing using the Brother App

Printing on Android has an additional step that has a print preview - this shows up when the CheckIn app step goes to print, either manually or during the Auto-Print step

Train your volunteers how to navigate this, it is as easy as pressing the “print” button again, but you don’t want them backing out of the process





Label Printing on iOS

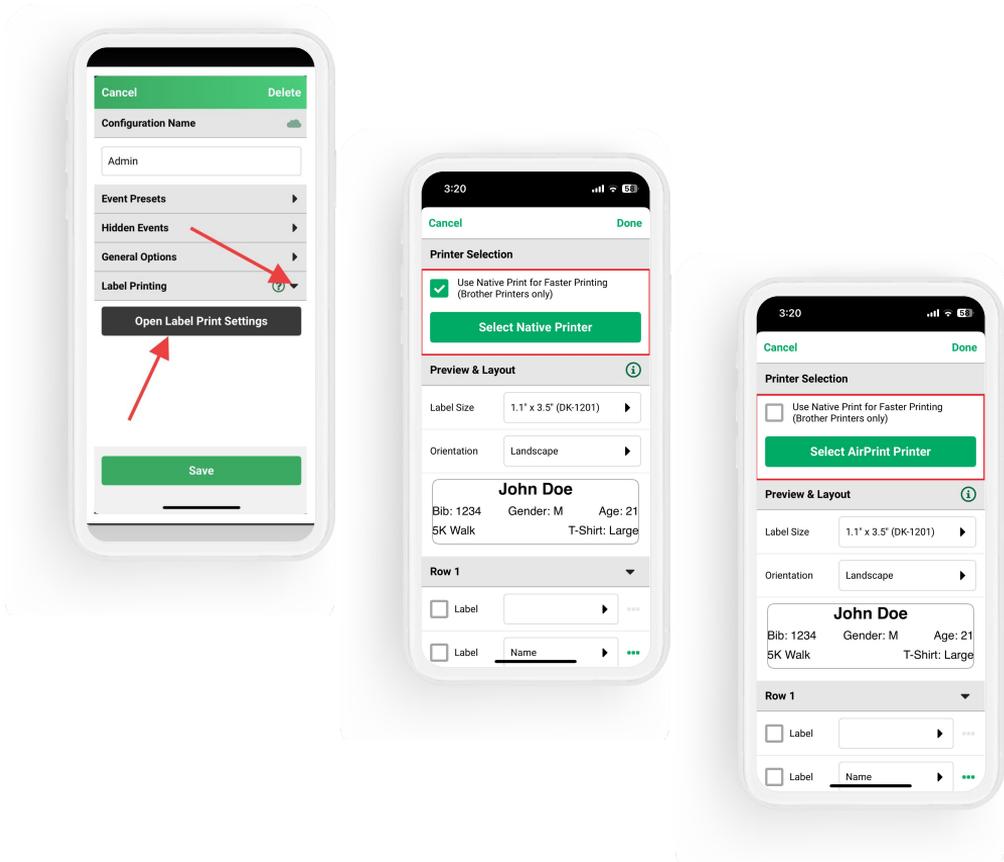


Setting up Label Printing

Label Printing setups are specific to Configurations, and can be set up on the Configuration level.

Go to your chosen Configuration -> Label Printing -> Open Label Print Settings

On iOS you should use Native Printer if you are using Brother printers, otherwise use AirPrint printers





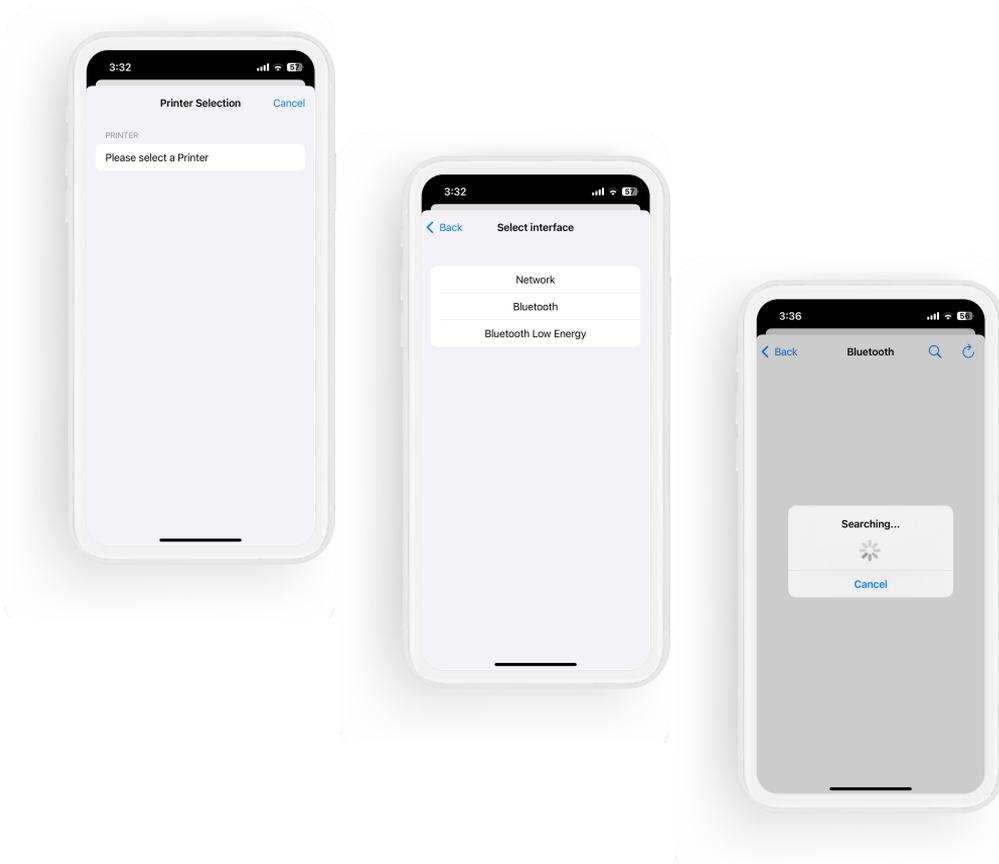
Using Native Printer

Label Printing setups are specific to Configurations, and can be set up on the Configuration level.

Go to your chosen Configuration -> Label Printing -> Open Label Print Settings

On iOS you should use Native Printer if you are using Brother printers, otherwise use AirPrint printers

Keep in mind that you will have to pair printers - having a label on the device helps speed this up and keep things clear





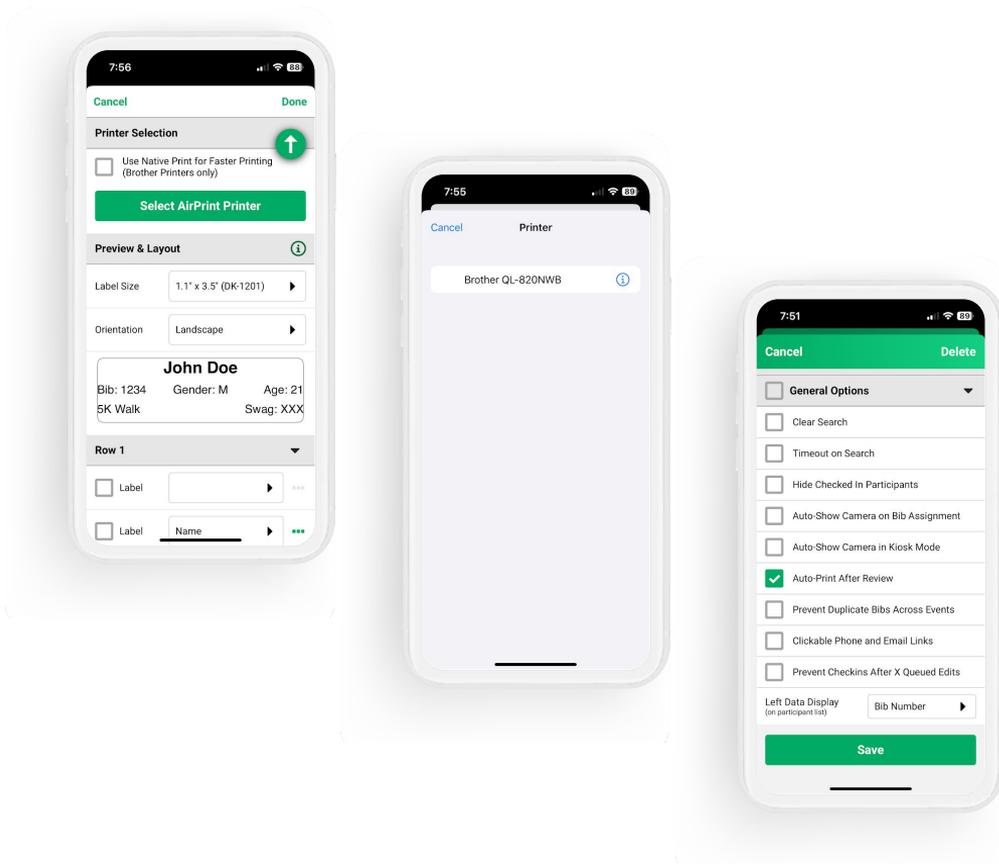
Using AirPrint

AirPrint is an option on iOS if your printer doesn't have Bluetooth, or if you need to connect multiple devices to a single printer

In the Label Printing settings on your configuration, uncheck "Use Native Print for Faster Printing" if selected, then choose "Select AirPrint Printer"

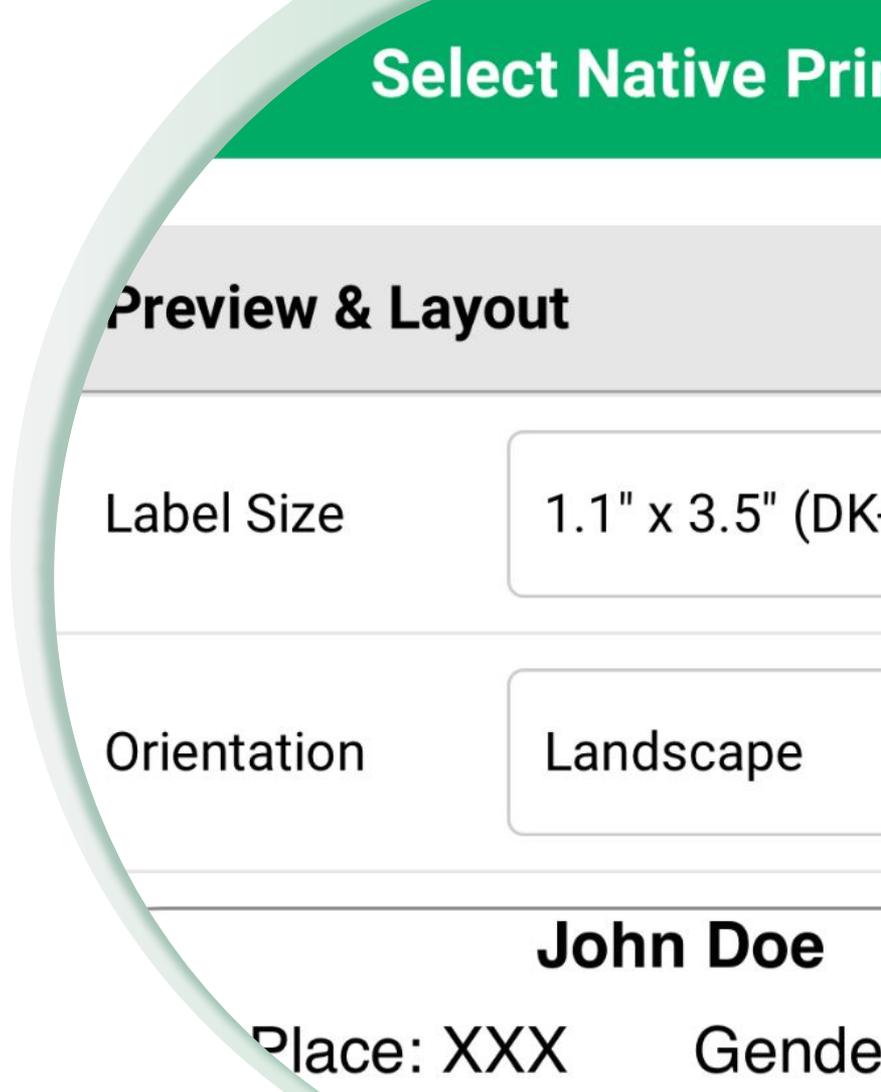
Choose the appropriate printer - have a plan for choosing the RIGHT one if multiple printers are being used

TEST





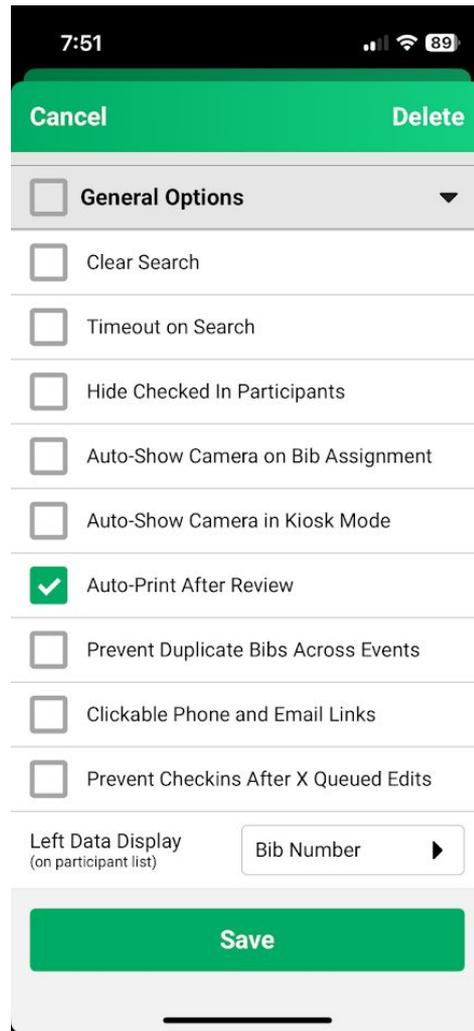
Label Printing During CheckIn

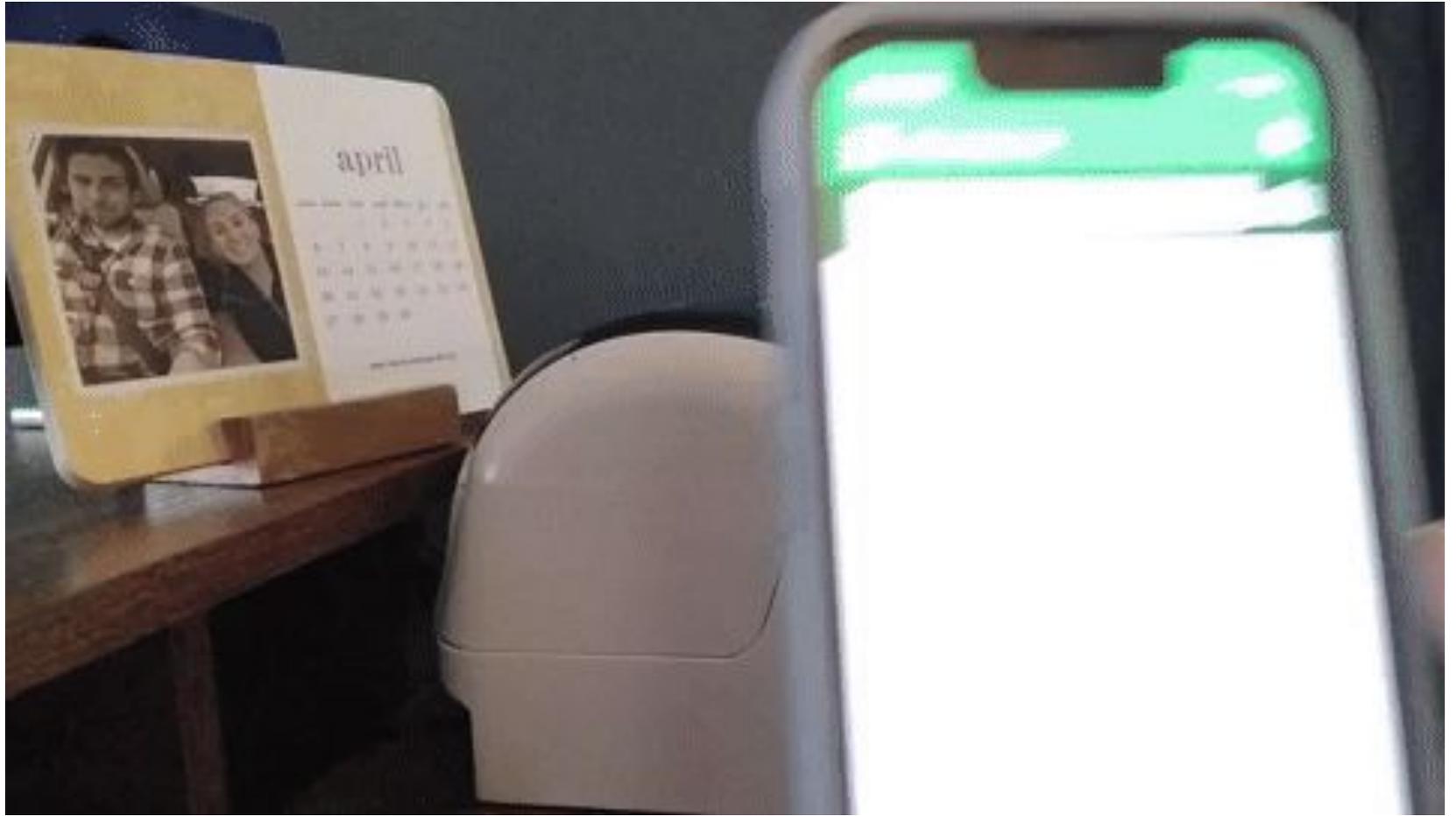


Label Printing During CheckIn

This image keeps popping up - why? It's the most efficient way to use Label Printing during CheckIn!

- Go to your Configuration -> General Options -> turn on Auto-Print After Review
- Open your Label Print options and make sure things are set properly
- Remember that Auto-Print After Review can be set on the Device level as well as the Configuration level
- Not all configurations will need to auto-print
- Remember that printing a label using the printer icon is not the same as completing a CheckIn
- **Test on each device if you are printing!**







Reminder:
TEST EVERYTHING





Best Practices





Best Practices

- Limit the number of devices per printer
- Use Bluetooth when possible
- Label your printers and rename them (if possible) so it is clear what your device is trying to connect to
- Test the actual setup you will use at PPU or on Race Day - what works on your home setup may not work in the field with a different device
- Have a clear backup plan - printers are notoriously finicky
- Use Auto-Print After Review to speed up the process
- **Test, test, test**

7:51 89%

Cancel Delete

General Options

Clear Search

Timeout on Search

Hide Checked In Participants

Auto-Show Camera on Bib Assignment

Auto-Show Camera in Kiosk Mode

Auto-Print After Review

Prevent Duplicate Bibs Across Events

Clickable Phone and Email Links

Prevent Checkins After X Queued Edits

Left Data Display (on participant list) Bib Number ▶

Save





Suggested Uses



Using the CheckIn App to Print Results Labels

Results Labels are a creative way to engage participants post-race using the CheckIn App.

They can be used to label bibs, apply to the back of medals, or used as a way to verify results for an on-site medal engraver.

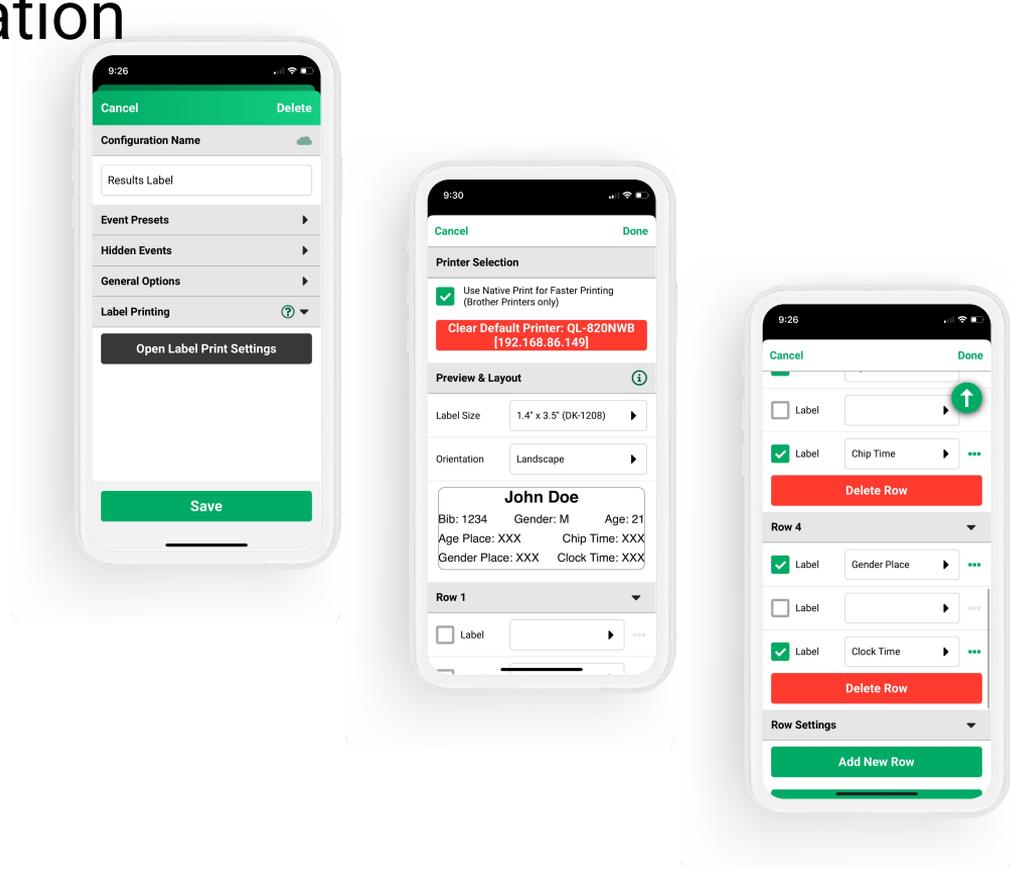
- **Create Internal Questions** on the RunSignup platform for the fields you want labeled
- **Create an Auto-Saving Report** in RDS that you bring back in periodically (or get creative with how you update that information)
- **Create a Preset/Configuration** in the CheckIn App that has Label Printing set up



Create a Preset/Configuration in the **Mobile CheckIn**

- Show information to verify the participant is printing the correct label/time
- Include Store Item view to verify that they paid for engraving
- Set up the Label configuration
- *Use Native Print if possible*
- Test your layout!

Consider what you actually want to display - for example you may not want to print places if you are just doing medal engraving



Using the CheckIn App to Print Name Labels

A good way to personalize bibs while still assigning dynamically

Setting up your bibs with an area dedicated to a printed label helps to make this solution look planned and professional

- **Turn on Label Printing**
- **Edit the Label Output** in CheckIn to only show the participant's Name and increase the Font Size and style
- **Turn on Auto-Print After Review**
- **TEST**

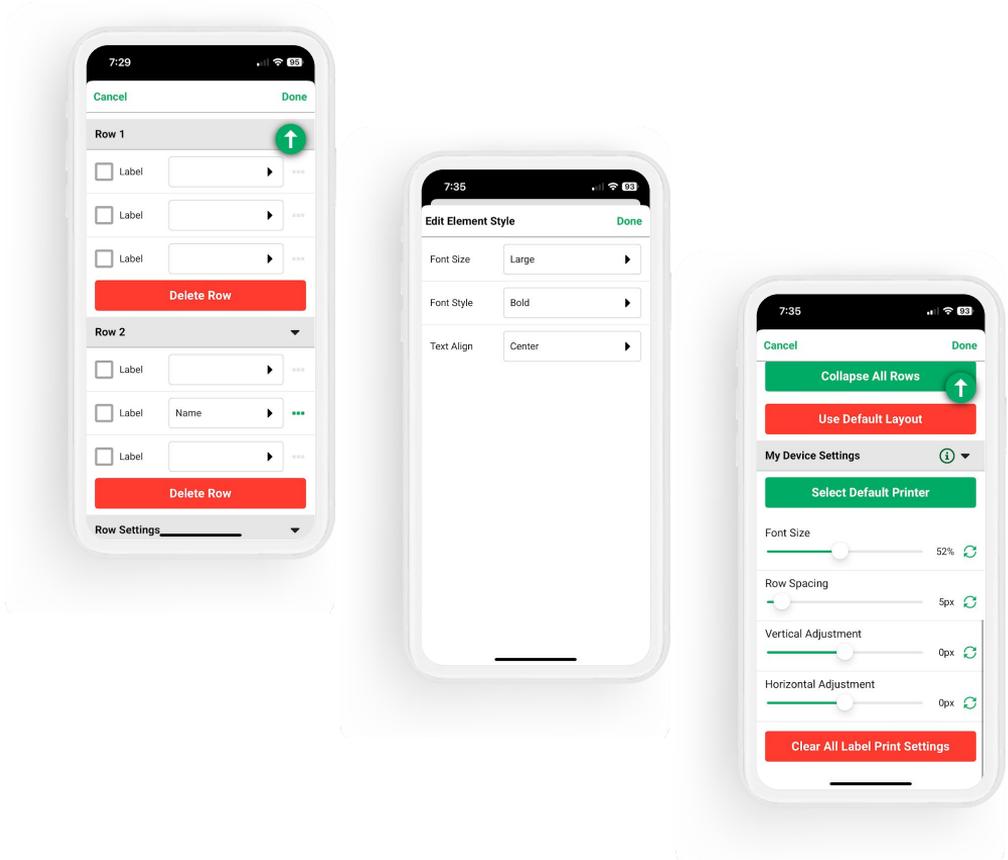


Setting up Name Label Printing

Remove any Rows that you don't want showing so that the only information is Name. Be sure to uncheck "Label" as well

Using the three dots to the right of the Name label, edit Font Size and Font Style to be Large and Bold respectively

Under "My Device Settings" at the bottom, increase the font size. Test with longer names to make sure that they will fit at the desired size



Using the CheckIn App to Track Swag Fulfillment

Allow for participants to pick up add-ons after the race with less confusion

Using a Custom Question and the CheckIn App's ability to update participant information can allow volunteers to indicate if someone has or has not picked up swag items that they might not want to run back to the car pre-race

- **Create a Custom Question** that indicates if swag is picked up
- **Edit the Preset** to allow Participant Updates
- **Edit the Configuration** to show the Update field on the label printing
- **Turn on Auto-Print After Review**



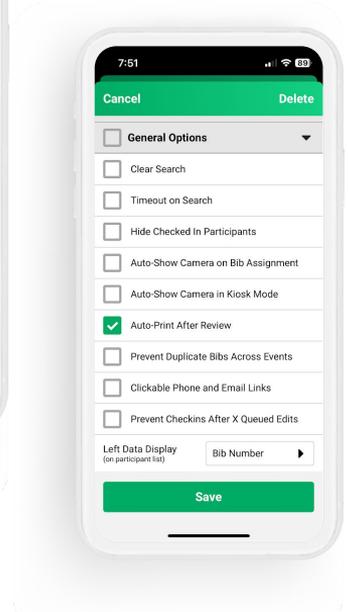
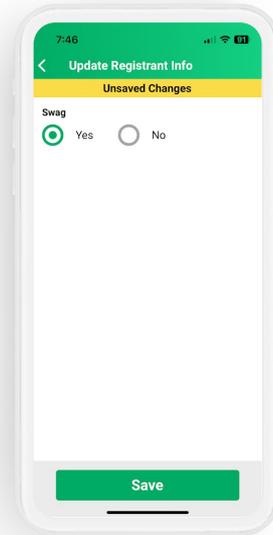
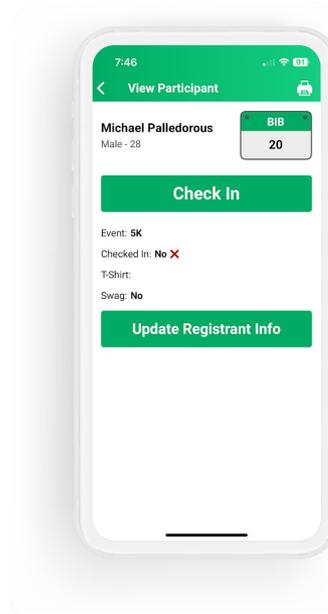


Setting up Swag Fulfillment Labels

Make sure you have the field visible, and that volunteers are clear on how to update this information

Keep in mind that if there is no question response, the “Swag” response will say “N/A”

Auto-Print After Review keeps this from being too tedious



Questions?



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Thank You For Joining Us Today





Headline Goes Here Roboto Normal 40pt **Roboto Black 40pt**

Subtitle Goes Here • Roboto Italic 15pt



Today's Agenda

Subtitle Goes Here

- Section Title for Topic Number One
- Section Title for Topic Number Two
- Section Title for Topic Number Three
- Section Title for Topic Number Four
- Section Title for Topic Number Five
- Section Title for Topic Number Six
- Section Title for Topic Number Seven



Section Title Goes Here

Subtitle Goes Here

- Section Title for Topic Number One
- Section Title for Topic Number Two
- Section Title for Topic Number Three
- Section Title for Topic Number Four
- Section Title for Topic Number Five





Hear From Our Customers

“Lorem ipsum dolor sit amet, consectetur adipiscing elit. Mauris nec arcu orci. Curabitur aliquet, felis id varius sodales, odio turpis dignissim eros, et ultricies purus erat non elit. Sed purus magna, efficitur euismod est condimentum, tincidunt eleifend odio. Phasellus sed dolor quis est mattis facilisis in non tortor. Pellentesque ex nibh, eleifend sed urna et, mattis interdum diam.”

Jane Doe • Job Title Goes Here
Company Name Goes Here

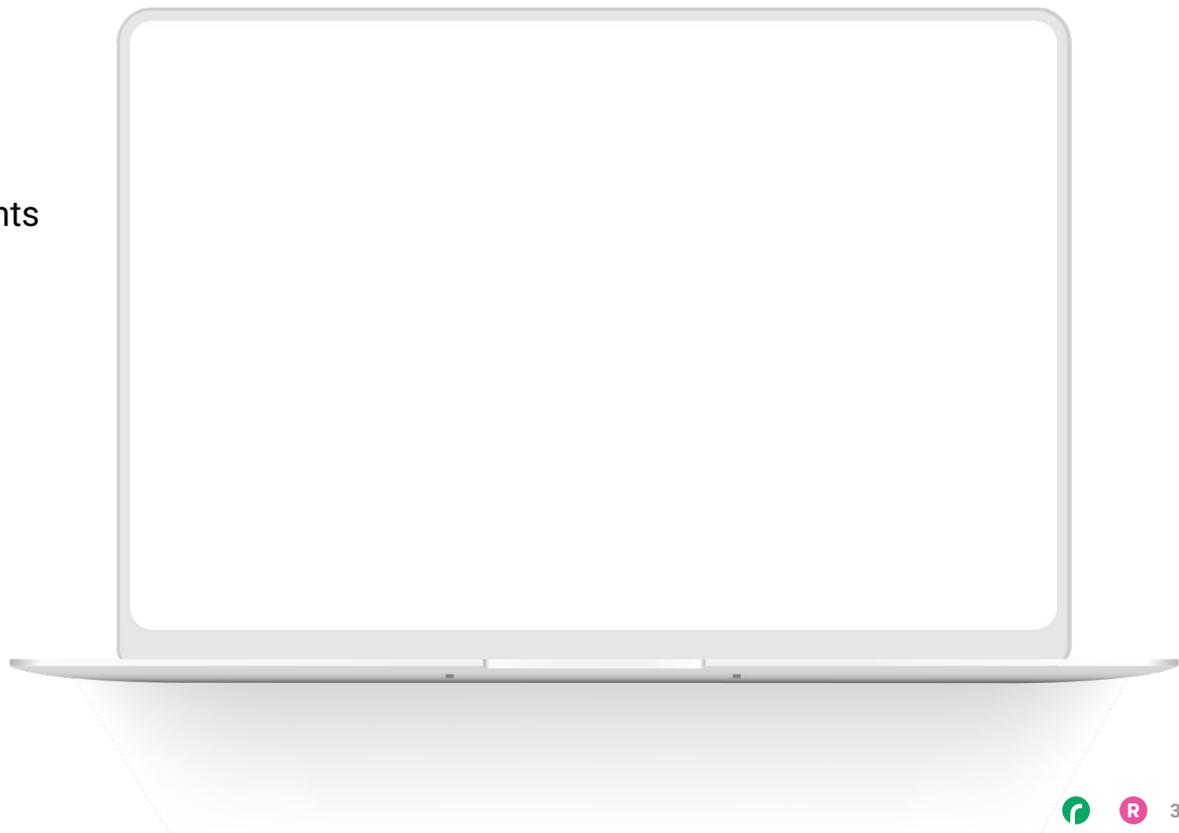


Page Title Goes Here

Subtitle Goes Here

A couple of short sentences or bullet points about the displayed screenshot go here.

Limit the number of words for maximum retention.



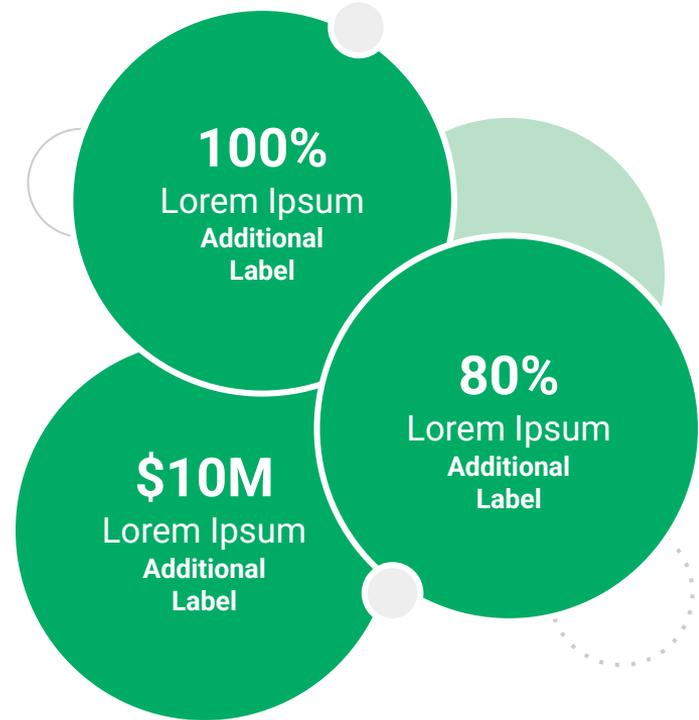
Page Title Goes Here

Subtitle Goes Here

Content Label

Topic Title Goes Here:

Month 00 • Lorem ipsum dolor sit amet



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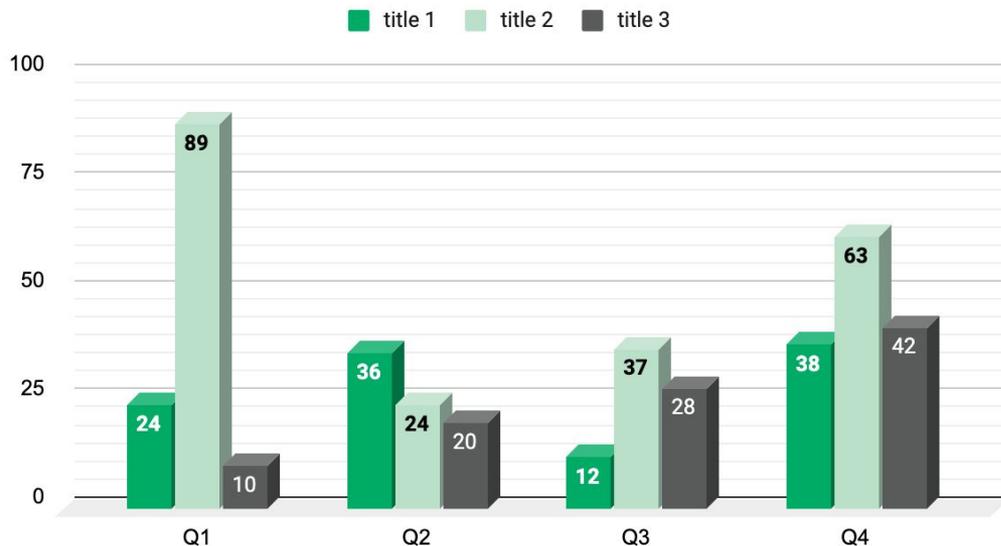
Subtitle Goes Here

Content Label

Topic Title Goes Here

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Graph Title Goes Here



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Subtitle Goes Here

This layout is for use with two columns of text and no images or screenshots.

- This layout is best for content with short, bulleted list items
- Use as little text as possible
- Slides should be a visual aid to what you're saying

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Graphic Elements For Use

*Use these graphics to create your own layouts
and add dynamic content to your pages*

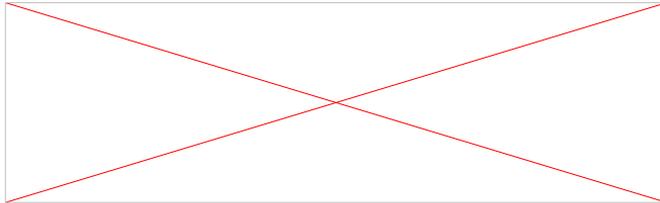
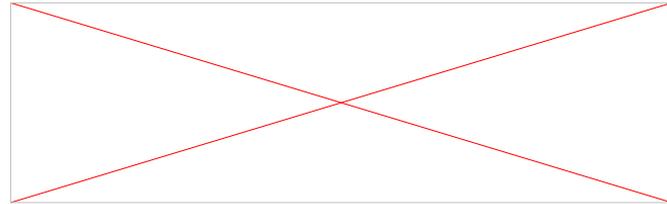
- New Logos
- Icons
- Stat Bubbles
- Basic Charts & Graphs
- Screenshot Photography
- Live Event Photography



Main Logos



RaceDay Suite Logos



General Icons



RaceDay Icons

Generic



Users • Customers • People



Payments



Swag Store



Endurance Events



RunSignup Icons

Generic



Users • Customers • People



Payments



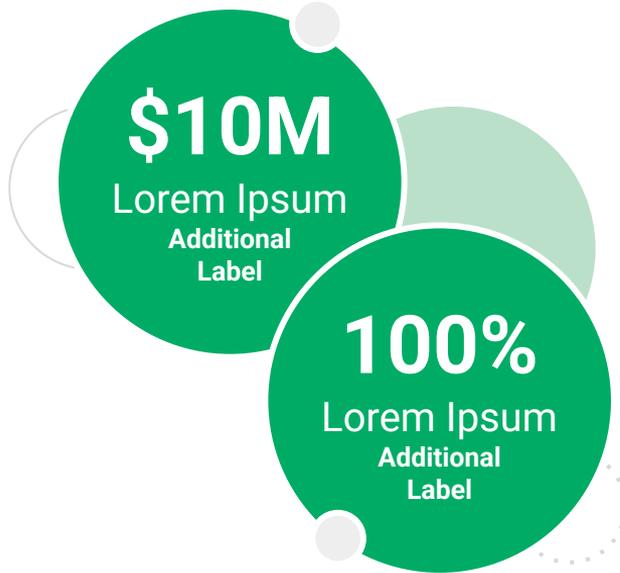
Swag Store



Endurance Events



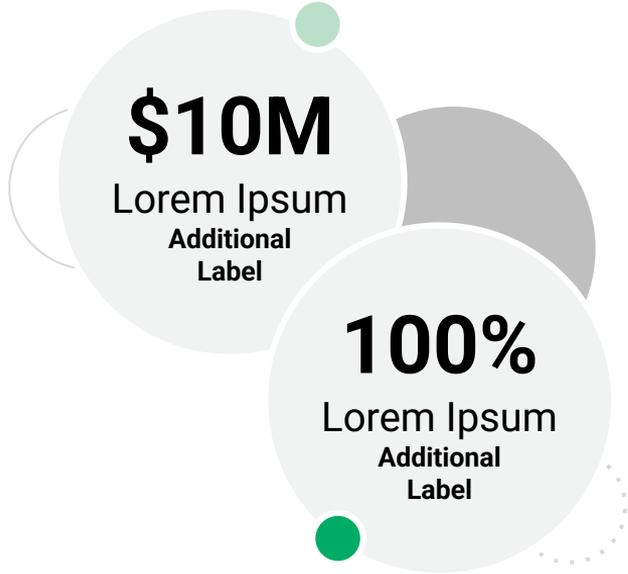
Stat Bubbles



Stat Bubbles

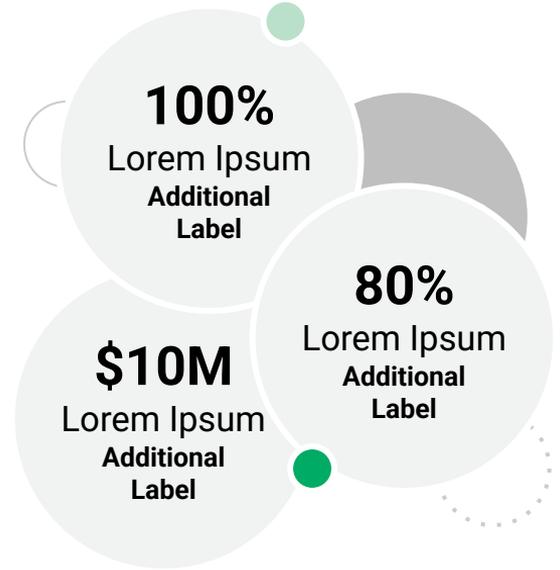


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Additional Label

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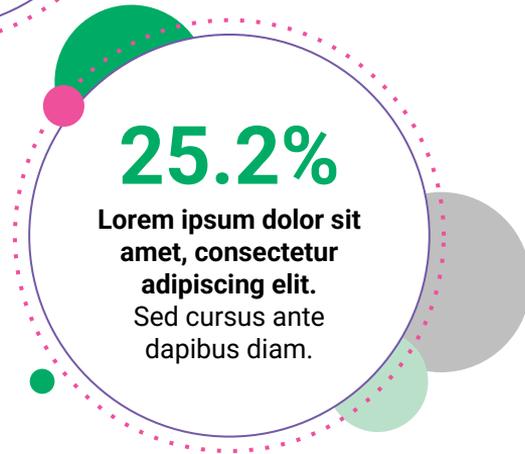
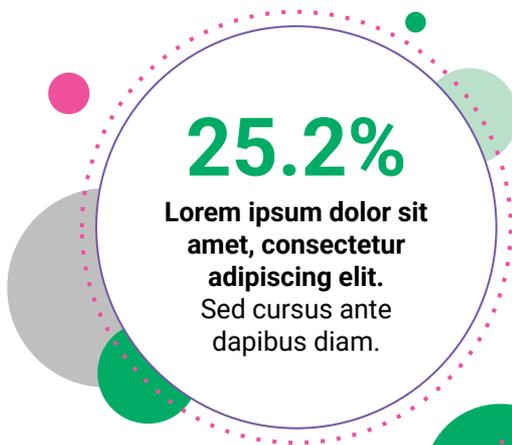
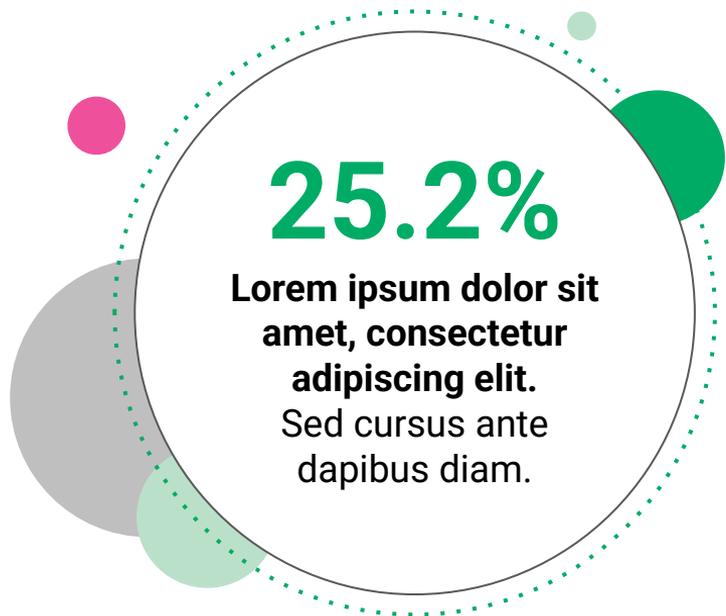


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Additional Label

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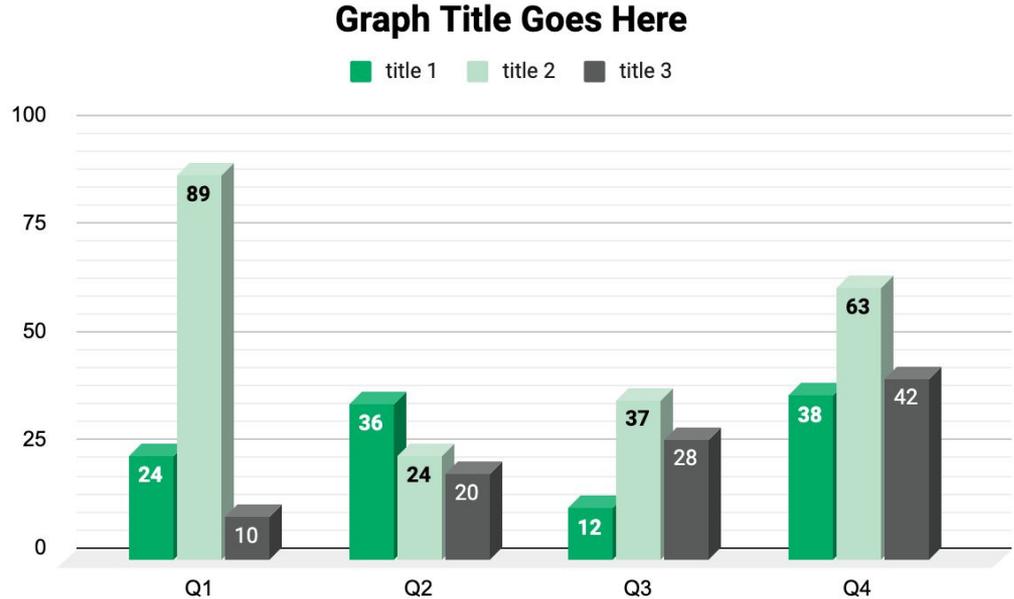
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Additional Label

Stat Bubbles



Basic Charts & Graphs

Chart Title				
Section Title				
Data Title	Data Title	Data Title	Data Title	Data Title
XX	XX	XX	XX	XX
XX	XX	XX	XX	XX
XX	XX	XX	XX	XX
Section Title				
Data Title	Data Title	Data Title	Data Title	Data Title
XX	XX	XX	XX	XX
XX	XX	XX	XX	XX
XX	XX	XX	XX	XX



Screenshot Photography

Use this layout to showcase product screenshots for desktop

To insert an image:

- Click on the icon on the laptop
- Select “Upload from computer”
- Click through to where your image file is located on your computer, select the file, and hit enter.

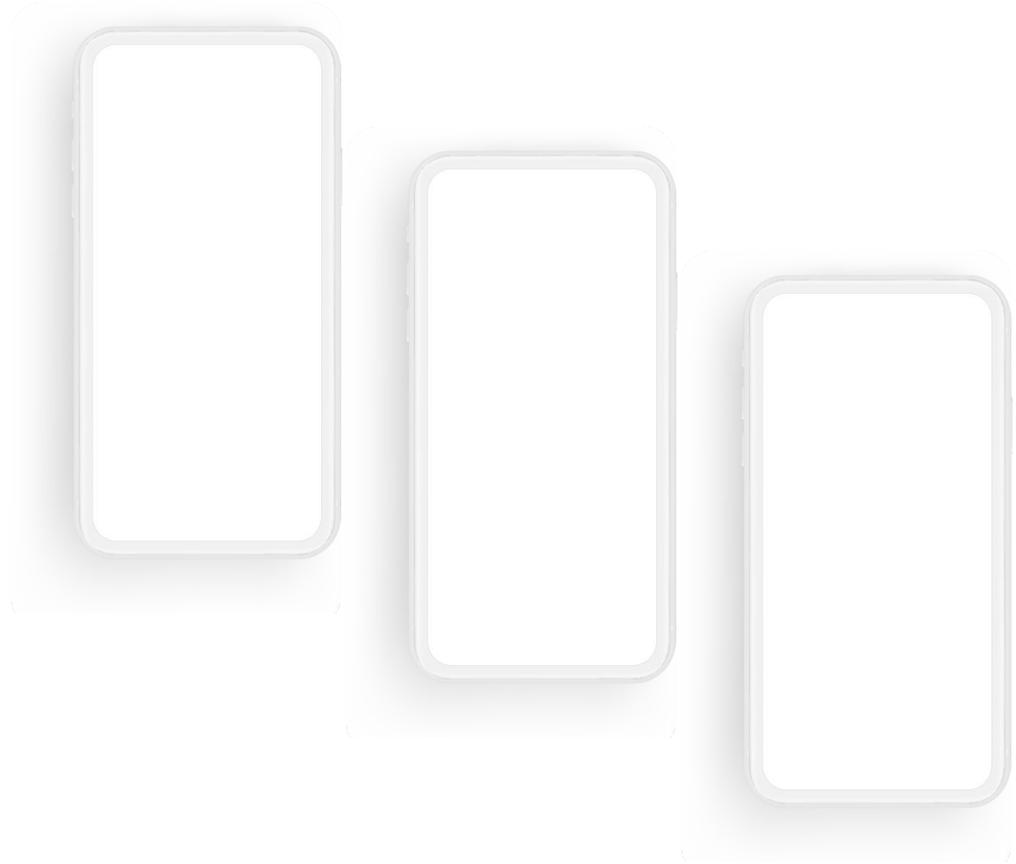


Screenshot Photography

Use this layout to showcase product screenshots for mobile

To insert an image:

- Click on the icon on the mobile device
- Select “Upload from computer”
- Click through to where your image file is located on your computer, select the file, and hit enter.



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Screenshot Photography

*Use these devices to
create your own layout(s)*



Live Photography

