ReportPax – Labels
Microsoft SQL Server Reporting Services Label Templates

These are the instructions for printing labels in Microsoft SQL Server Reporting Services using the ReportPax – Label templates. The templates were set up to make your modifications as simple as possible. The instructions do assume at least some familiarity with Reporting Services and Visual Studio.NET

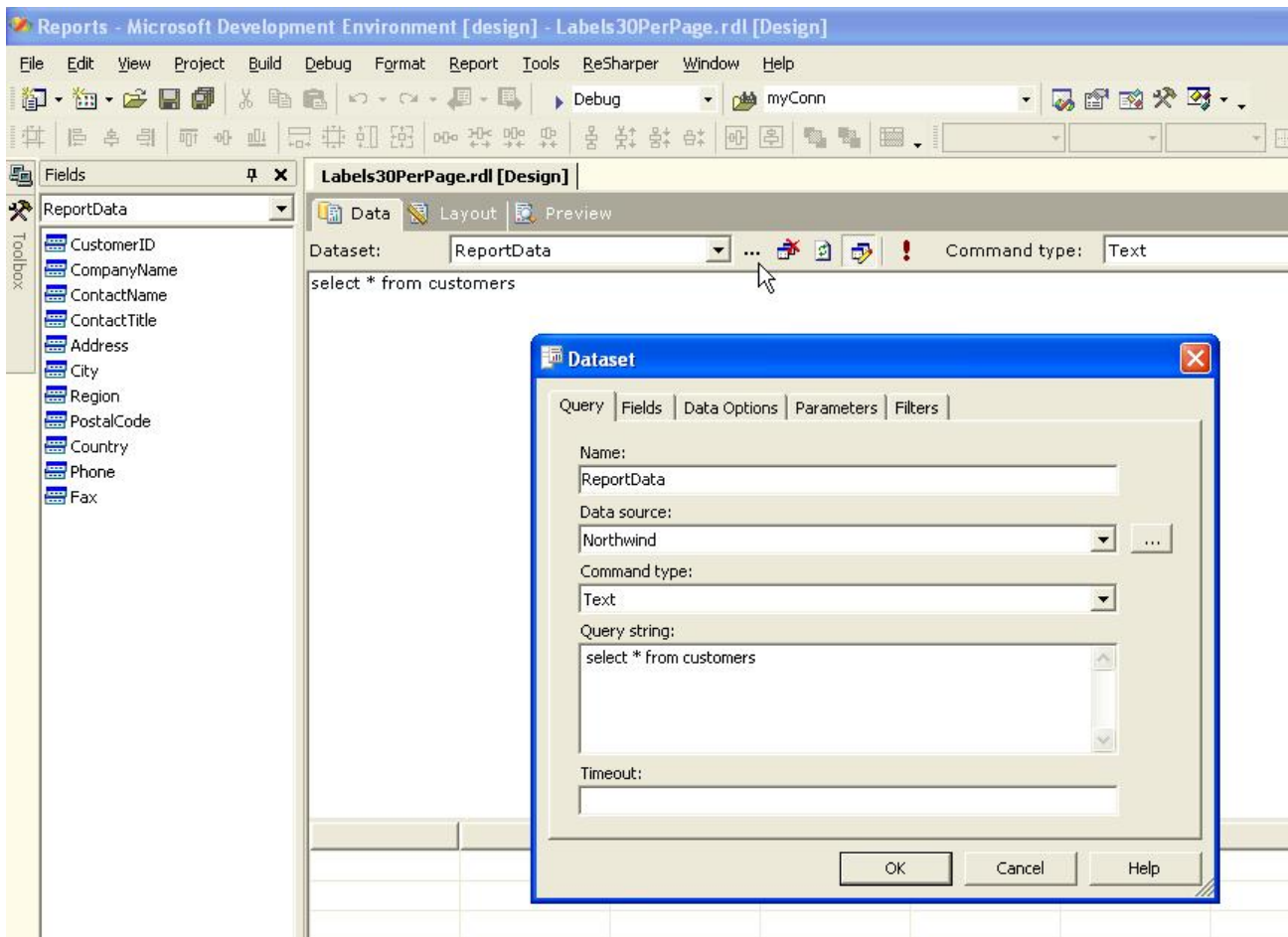If you have any questions or suggestions please email support@reportpax.com.

Set Up

  a) Unzip the files into a temporary directory.
  b) Start a new Report Project in Visual Studio.NET
  c) Right click the Report folder in the Solution Explorer and click Add Existing Items, navigate to the directory that contains the unzipped files and select the report file you wish to use. These instructions use the Labels30PerPage.rdl file as an example.

Step 1
Editing the Dataset

The report was created using the Northwind database that comes with the default installation of SQL Server. You will need to modify the 'ReportData' Dataset to point to your Dataset.
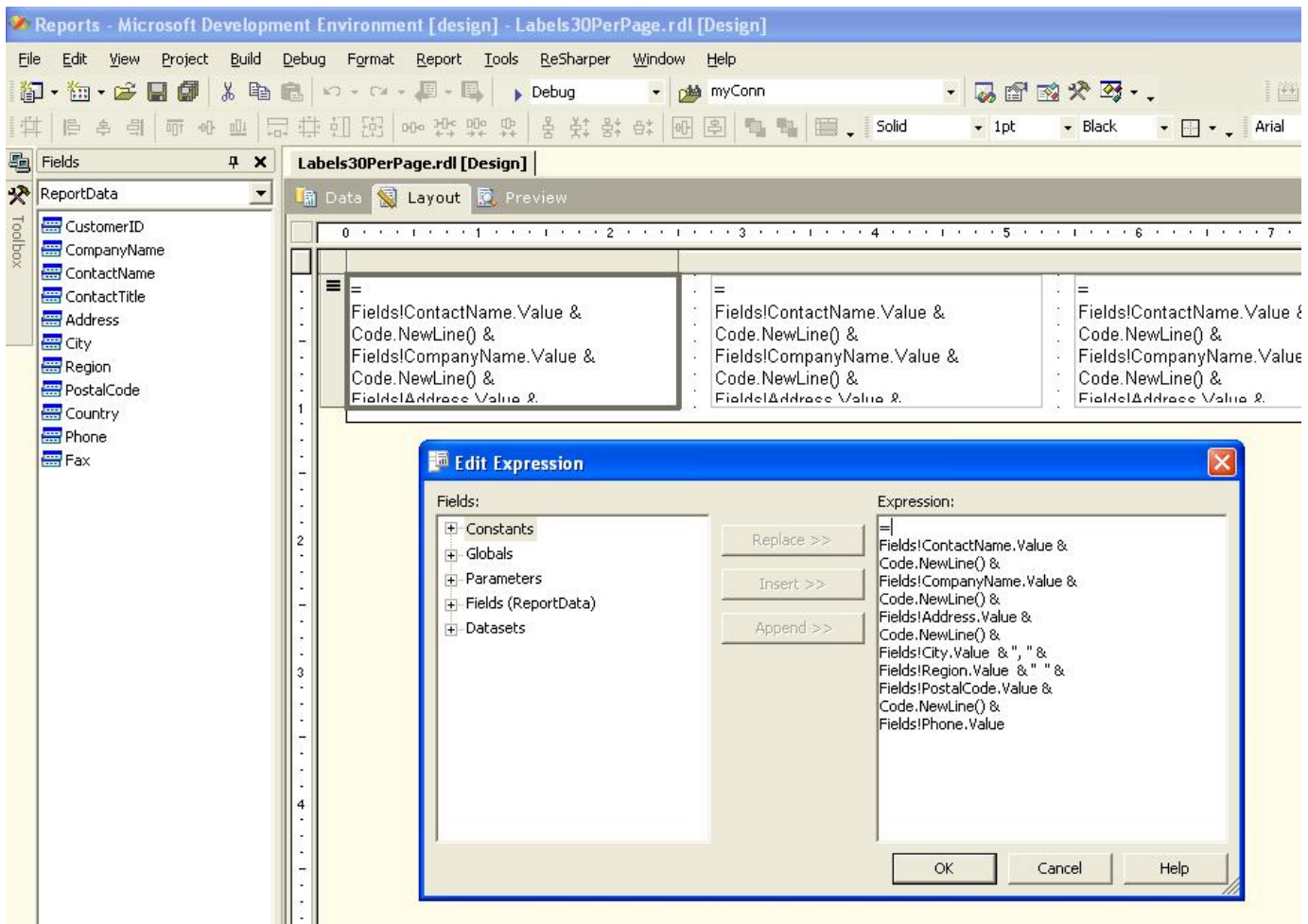

 Once you have set your DataSet, click Ok, and then click the Refresh button to refresh the fields in the Fields window.

Step 2
Modifying the Layout to Use Your Fields

You will now need to modify the layout to use the data Fields of your Dataset. Go to the Layout tab and you will notice that this report consists of three tables. One for each column needed for the labels. Right click the first table cell and select Expression to edit. In this example, all the fields have been concatenated (combined together) to form the label. You start with the name, add a new line, then company, add a new line, and so on (substituting your data Fields). Concatenating all the fields into one expression like this makes setting up the labels easier. Repeat this procedure for the other two tables (copy and paste).

After modifying the expression, click the Preview tab to display the results. When satisfied with the output, you can right click the report and Export the report to your Reporting Services server.

Step 3
Print from Internet Explorer

Once your report has been exported, you can print the report from Internet Explorer.

Note: You must print from Internet Explorer as opposed to the Preview mode of Visual Studio or alignment will not be correct. Also ensure that you have the latest Reporting Services service pack installed on the server.