How do I print out barcodes for the attendance?

Zach W. - 2024-01-11 - Barcode Module

In order for barcodes to appear in their correct format, the barcode font must be installed prior to this step.

1. Log in to the admin page on your ClubRunner website and click on the **Attendance** tab on the top menu bar. Next, click on **Manage Barcodes (Add-on)** link.

2. Click the **Refresh** button to update any changes to the Barcodes.

3. Click the **BarCodes.doc** to download the barcode document.

4. **Open** or **Save** the document to your computer.

Note: The Barcode file is formatted to fit on the Avery 8160 label template.

Related Content

- How do I view barcodes in ClubRunner?