

Word2PDF Labels

04/30/2025 3:16 pm CDT

Overview

Word2PDF is a convenient Sellercloud feature that lets you generate and print customized Product Labels directly into PDF format. You can build your own custom template by following the steps in this topic.

App Setting **EnableWordToPDFProfile** must be enabled for this workflow! Contact [Sellercloud Support](#) to ensure that this setting is enabled on your server.

Manage Profiles

By creating and saving different profiles, you can easily switch between different label formats based on your preference.

Create and Delete Profiles

1. Navigate to **Settings > Products > Word2PDF Profiles**.
2. Here you will see a list of all your preexisting Profiles. Click the **Plus** icon in the top right corner of the panel
3. Fill in the new Profile name.
4. Click **Choose File**.
5. Select the template you have created from your device.
6. Click **Save**.

Your new profile will appear in the grid below. You can click the **Download file** icon to access the template of previously created profiles.

To update a Profile, download the original file, make the necessary edits and re-import it into Sellercloud. To remove a profile, simply click on the **Delete** icon.

Placeholders

Placeholders for **Word2PDF Product Labels** can generally be put under three categories.

Barcodes

You can generate the product **barcode** with one of the following placeholders:

- **#{SKUBarcode?#**
- **#{UPCBarcode?#**
- **#{EANBarcode?#**
- **#{GTINBarcode?#**
- **#{ASINBarcode?#**

- `##?FNSKUBarcode?#`

By default, the barcodes are generated with size 2 X 0.5 inches (Width X Height). However, you are able to customize this as well by adding your preferred ratio within the placeholder. For example:

- `##?FNSKUBarcode_3X1?#`
- `##?FNSKUBarcode_4X2?#`
- `##?SKUBarcode_2X1?#`

Product Fields

You can also add non-barcode placeholders to your custom label with this format:

- `##?FNSKU?#`
- `##?ProductName?#`
- `##?BrandLogo?#`

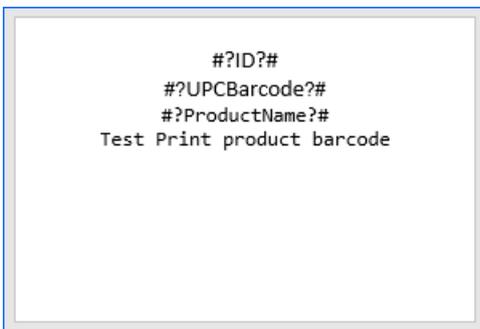
All product-related fields are available to use as placeholders. All the fields listed in our [Bulk-Update and Custom Export Columns](#) are valid placeholders for **Word2PDF Product Labels**.

Custom Columns

You can use **Product Custom Columns**. Please note, that you need to copy the **Custom Column** name exactly and delete any spaces between words if there are any. For example:

- If you have a column called **Michaels Enabled**, the placeholder should be `##?MichaelsEnabled?#`
- If your column is called **Michaels_Enabled** the placeholder should be `##?Michaels_Enabled?#`

It is not necessary for the label to only contain placeholders. You can also add static text which will be printed identically for all products.



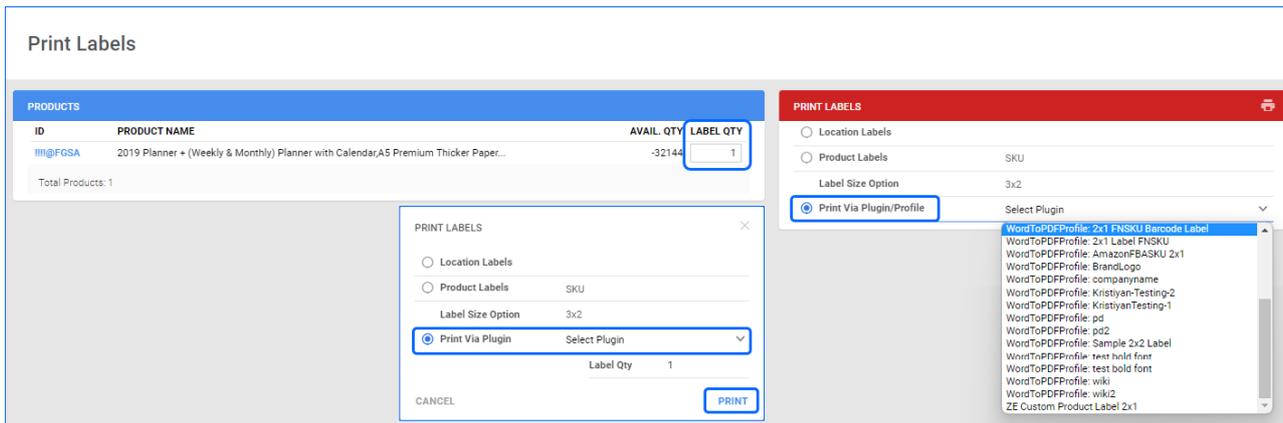
Print Product Labels

You can print product labels either individually or in bulk. The label size is controlled by the size specified in your Product Barcode Template. If there is no size specified there, the default ratio will be used.

Choose Profile Manually

- Individually:
 - Navigate to **Catalog** > open a SKU > Go to **Actions** > **Print Labels** > **Print Via Plugin** > Select your profile and Label Quantity > **Print**.
- In Bulk:

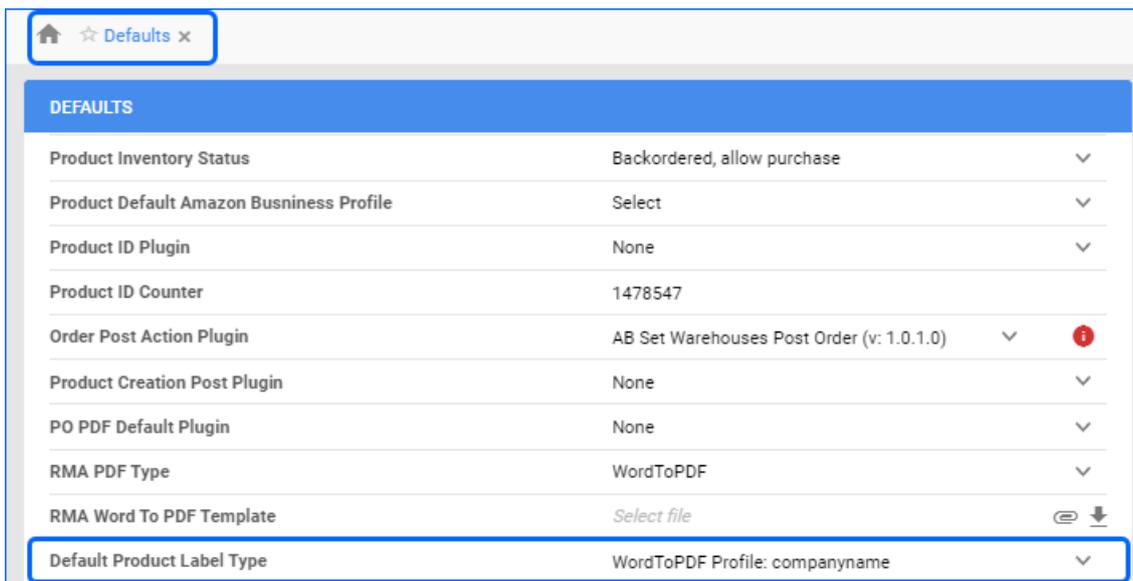
- Navigate to **Catalog** > select your desired SKU's from the grid > Go to **Action Menu** > **Print Labels** > **Print Via Plugin** > Select your profile > **Print**.



Set Default Profile

You can also select a Default Profile by going to **Settings** > **Company** > **Toolbox** > **Defaults**. Click **Edit** > **Default Product Label Type** > Select your preferred profile from the Drop-down > **Save**.

This way, when you perform the **Print Product Labels** action, the default profile will be pre-selected.



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preference.

Create and Delete Profiles

1. Navigate to **Settings > Word2PDF Profiles**.
2. Fill in the new Profile name.
3. Click **Choose File**.
4. Select the template you have created from your device.
5. Click **Save Profile**.

Your new profile will appear in the grid below. You can click **Download file** to access the template of previously created profiles.

To update a Profile, download the original file, make the necessary edits and re-import it into Sellercloud. To remove a profile, click on the checkbox next to a Profile > Go to the **Action Menu > click Delete > Go**.

Home > Companies > Word to PDF Profile

Profile Type: Product Barcode

Profile Name:

Template File: No file chosen

<input type="checkbox"/>	ID	Profile Name	Type	Select Action
<input type="checkbox"/>	3	Sample 2x2 Label	Product_Barcode	Download File
<input type="checkbox"/>	4	pd	Product_Barcode	Download File
<input type="checkbox"/>	5	pd2	Product_Barcode	Download File

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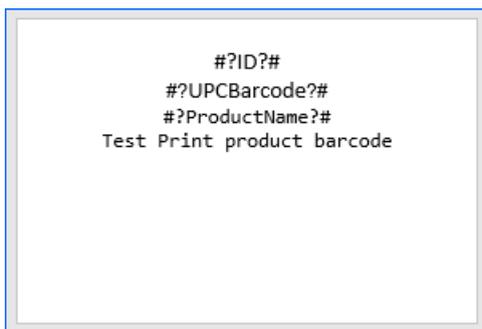
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Choose Profile Manually

- Manually:
 - Navigate to **Manage Inventory** > open a SKU > Go to **Action Menu** > **Print Product Labels** > Print using Plugin > Select your profile > **Print Barcode**.
- In Bulk:
 - Navigate to **Manage Inventory** > select your desired SKU's from the grid > Go to **Action Menu** > **Print Product Labels** > Print using Plugin > Select your profile > **Print Barcode**.

Set Default Profile

You can also select a Default Profile by going to **Settings** > **Company** > **Toolbox** > **Product Defaults** > **Default**

Product Label Type > Select your profile from the Drop-down > **Save**.

This way, when you perform the **Print Product Labels** action, the default profile will be pre-selected.

Home > Companies > Thirsty Tea > Defaults

Amazon Safety Qty: 5

Sears Safety Qty: 5

Buy.com Safety Qty: 0

NewEgg Safety Qty: 2

Product Creation Post Plugin: None

PO PDF Default Plugin: None

RMA PDF Type: Word to PDF

RMA Word To PDF Template: Choose File No file chosen

Default Product Label Type: WordToPDF Profile: companyname

- ZE Custom Product Label 2x1 (v:1.0.0.1)
- WordToPDF Profile: Sample 2x2 Label
- WordToPDF Profile: pd**
- WordToPDF Profile: pd2
- WordToPDF Profile: FNSKU Barcode 2x1
- WordToPDF Profile: companyname
- WordToPDF Profile: FNSKUBarcode Test
- WordToPDF Profile: FNSKU and Custom Column
- WordToPDF Profile: FNSKU New Placeholder
- WordToPDF Profile: Kristiyan Testing-1
- WordToPDF Profile: Kristiyan-Testing-2
- WordToPDF Profile: BrandLogo
- WordToPDF Profile: wiki
- WordToPDF Profile: wiki2