



Getting started with PrintGuide

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MPI Tech A/S
Vadstrupvej 35
2880 Bagsvaerd
Denmark
Tel: +45 44 36 60 00
Fax: +45 44 36 61 11
www.mpitech.com

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Table of contents

1	Introduction to PrintGuide	4
1.1	Overview	4
1.2	Online help	5
1.3	Start PrintGuide	5
1.4	Monitor View	5
1.4.1	<i>Saving and loading a monitor list</i>	6
1.4.2	<i>Monitor filters</i>	7
1.5	Info Viewer	10
1.6	Discovery preferences	10
2	Hardware PrintServers	12
2.1	Configuring the PrintServer	12
2.2	Editing and saving configuration	13
2.3	Example of configuring a logical printer in a hardware PrintServer	14
2.3.1	<i>Port driver settings</i>	18
2.4	Network settings	19
2.5	Open in web browser	21
2.6	Updating configuration	22
2.7	Updating firmware	22
2.8	Backing up configuration	22
2.9	Copying configuration to another PrintServer	23
3	Software PrintServers	24
3.1	Editing and saving configuration	24
3.2	Viewing configuration	25
3.3	Password protecting configuration	26
3.4	Example of configuring a logical printer in a DocOut PrintServer	26
3.5	Add logical printers to DocOut	32
3.6	Updating configuration	32
3.7	Updating license	32
3.8	Backing up configuration	33
3.9	Copying configuration to another PrintServer	33
3.10	Log settings	34

1 Introduction to PrintGuide

PrintGuide discovers, monitors and configures MPI Tech PrintServers. The MPI Tech PrintServers are available as hardware and software printers.

PrintGuide is your common interface to the MPI Tech PrintServers. *PrintGuide* acts as:

- **Configuration Tool** – Once a PrintServer has been attached to the network, you can use *PrintGuide* to discover and configure the PrintServer.
- **Status Monitor** - When the PrintServer is in operation, you can use *PrintGuide* to monitor the status of the PrintServer.
- **Maintenance Tool** - If the PrintServer needs updated firmware this can be accomplished with *PrintGuide*.

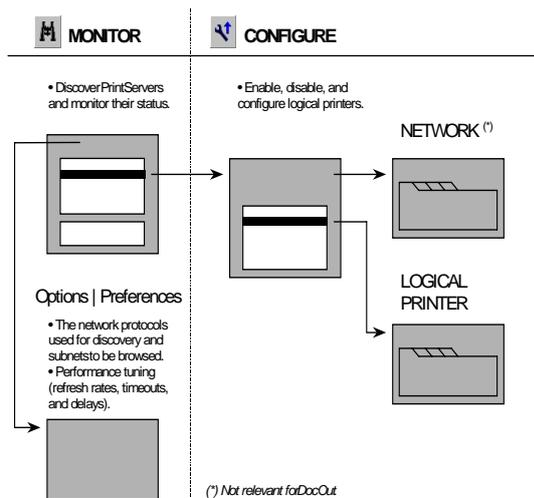
Note: MPI Tech hardware print servers can also be configured via a web browser. See section 2.5

1.1 Overview

The initial window of *PrintGuide* is the Monitor View. The Monitor View lists the currently discovered PrintServers and their status. By selecting a PrintServer on the list, it is possible to see the status of its logical printers.

A double-click on a PrintServer in Monitor View will cause the *PrintGuide* to upload the configuration of the selected PrintServer and open the Configuration View. From here you can control network settings and you can enable, disable, and configure logical printers.

Figure 1



The logical printer represents how the PrintServer appears to the printing application.

Each logical printer is configured to accept data from an input port, transform the host print data, and direct it to a specific output destination, typically a physical printer.

There can be several logical printers for each physical printer.

1.2 Online help

This Getting Started describes the major functions of PrintGuide. For details you are referred to the extensive Help provided with the program, which can be launched by pressing F1.

1.3 Start PrintGuide

Click the **Start** menu, point to **All Programs - MPI Tech - PrintGuide** and click **PrintGuide**.

1.4 Monitor View

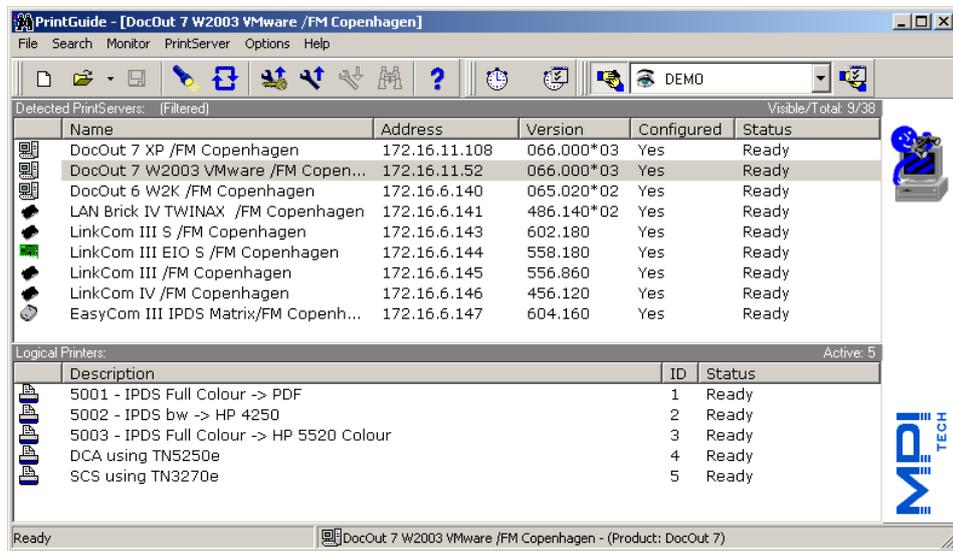


Figure 1

The initial screen, Monitor View, presents an overview of the discovered PrintServers and the status of the selected PrintServer's logical printers.

Note: Lists in Monitor View can be sorted by clicking the column headings. Click **Configured** to see the unconfigured (new) *PrintServers at the top of the list*. Click **Address** to sort *PrintServers according to their address (MAC or IP)*.

The list of logical printers shows you their status, but if you want to change settings for them, you have to put *PrintGuide* into Configuration View (double-click a *PrintServer*).

1.4.1 Saving and loading a monitor list

You can save the entire list of discovered devices to file at any time by selecting **Save Monitor List** from the **Monitor** menu.

Note: In the **Preferences** dialog (select **Preferences** from the **Options** menu) you can choose to save the list automatically when *PrintGuide* is closed. Refer to the on-line help for further details.

You can load the previously saved list of discovered devices from file at any time by selecting **Load Monitor List** from the **Monitor** menu.

Note: In the **Preferences** dialog, you can choose to load the list automatically when *PrintGuide* is started. Refer to the on-line help for further details.

1.4.2 Monitor filters

With this feature, you can define a list of filters to limit the number of PrintServers shown in the Monitor View. Filters can show device addresses within a certain range, all devices with a common part of a name, or all devices that are not ready etc. To define a filter, do the following:

1. Press the Monitor Filter Preferences button , or click **Preferences** on the Options menu. A dialog is displayed asking you whether you want to import a few demonstration filters that illustrate how you can use filtering. If you select **Yes** (they can be removed later), the **Preferences** dialog's **Monitor Filters** tab is displayed as shown in [Figure 2](#):

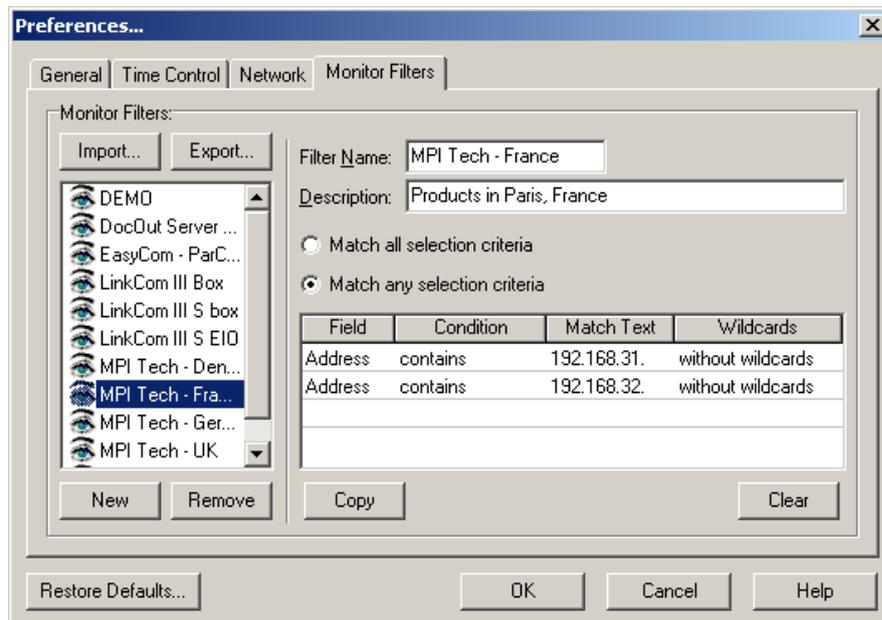


Figure 2

2. Press the **New** button. The Monitor Filters tab changes to let you define a new filter; see [Figure 3](#).
3. Enter a **Filter name** and (if you want) a **Description**.

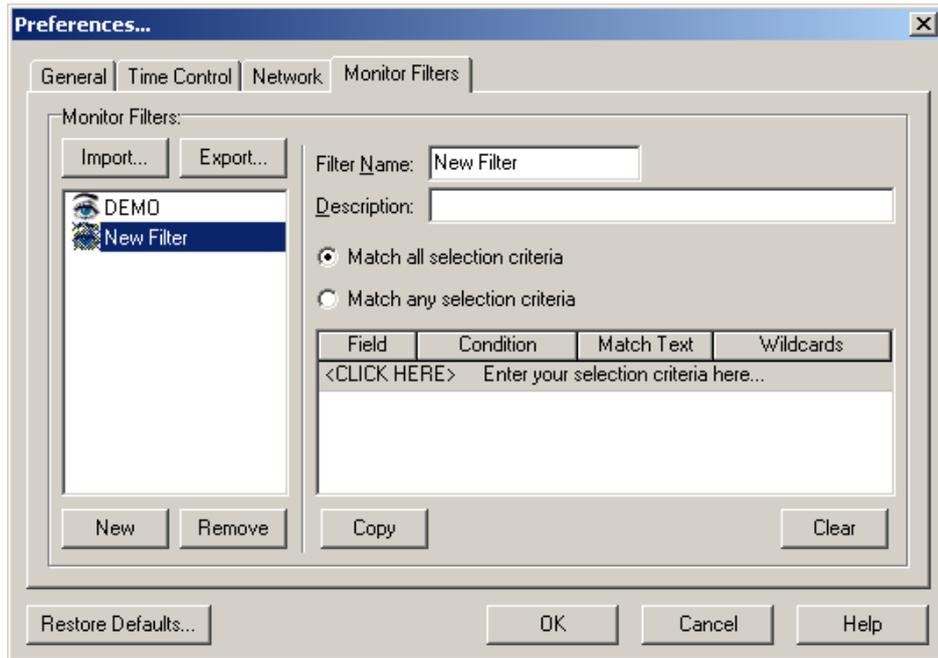


Figure 3

- Now set up the conditions for the filter (click on the field beneath the headings to see the options) and save it by pressing **OK**. You can see how a filter is defined in [Figure 4](#).

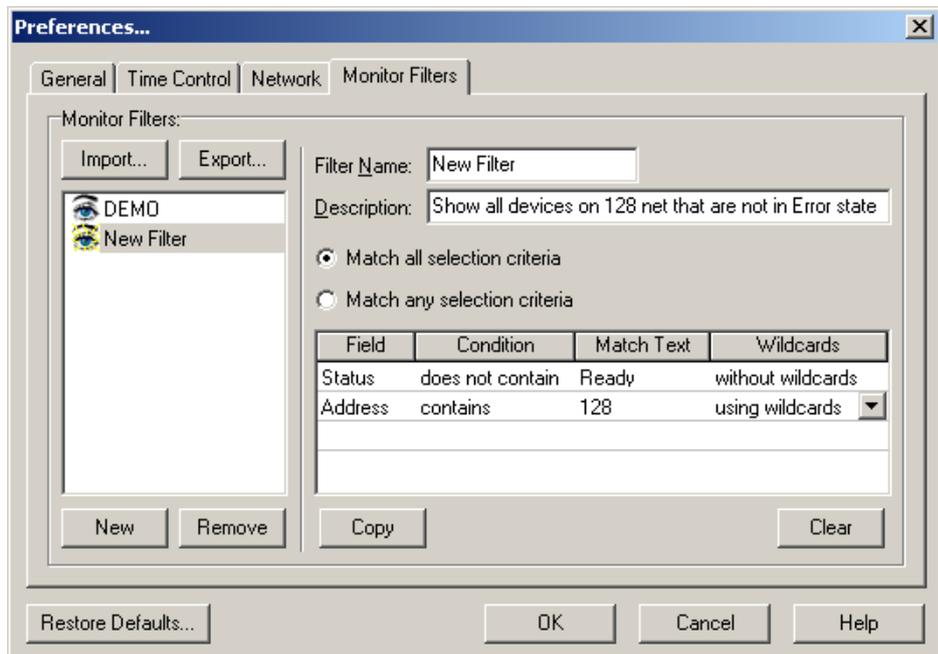


Figure 4

You can export the filters to a file and you can import them from a file. You can also copy the filters from a network drive to your own PC.

To activate or deactivate the filters in Monitor view, press the filter

button .

When the filters are activated, the text above the list of detected devices will say: **Detected Devices: (Filtered)** (see Figure 1).

Note: The header of the monitor list shows the number of detected (filtered) devices along with the total number of devices on the network: **Devices: 22/36** in Figure 1.

1.5 Info Viewer

If you right-click the mouse on the highlighted PrintServer and select the menu item **Show Info Viewer**, a window will be displayed giving you useful information about the selected PrintServer. You can also select **Show Info Viewer** on the menu **Options**.

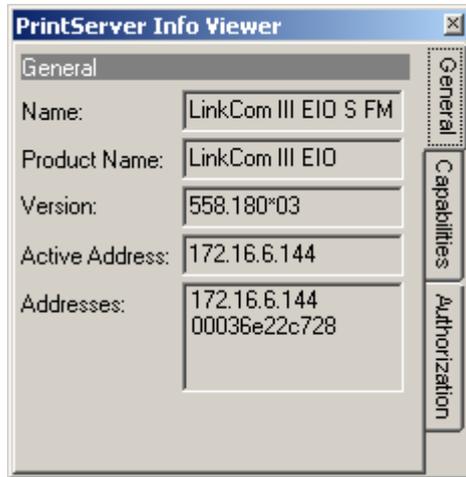


Figure 5, PrintServer Info Viewer

1.6 Discovery preferences

If *PrintGuide* is unable to discover a PrintServer and the PrintServer is otherwise running (powered on), it may be because the discovery preferences need to be changed.

1. On the **Options** menu, click **Preferences**.
2. Click the **Network** tab (See [Figure 6](#)).
3. Enable **DLC** and/or **TCP/IP** protocol.
4. Edit the corresponding protocol settings, as you require.

Note: The DLC protocol is supported with Windows versions 2000 and older.

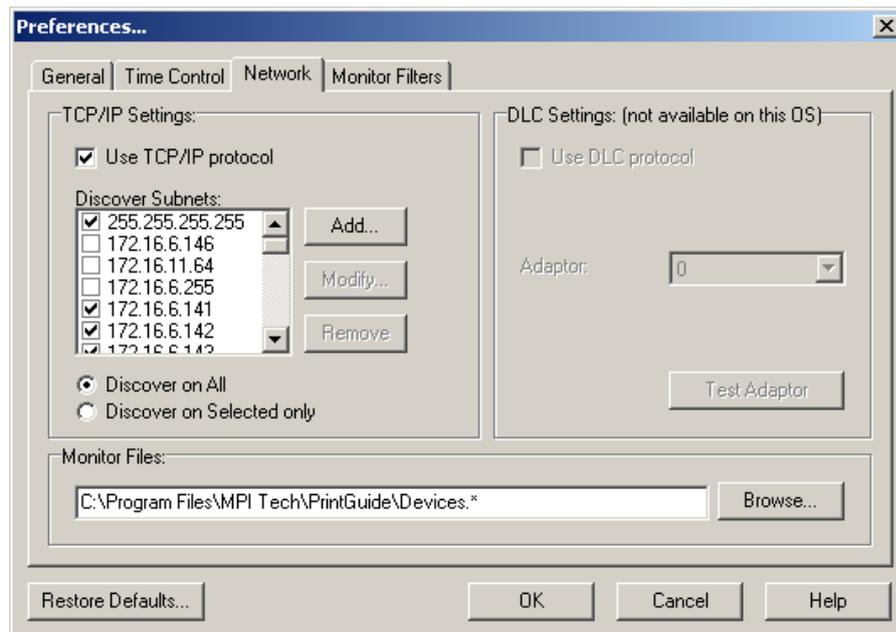


Figure 6

Table 1 shows the connection between the discovery protocol, the PrintServer's TCP/IP capabilities, and on what address (IP or MAC) the PrintServer will be listed under Monitor View.

Discovery Protocol	TCP/IP Disabled	TCP/IP Enabled
DLC (**)	MAC (**)	MAC
DLC (**) and TCP/IP	MAC (**)	MAC or IP (*)
TCP/IP	none	IP

Table 1

(*) The first one that reaches PrintGuide will appear in Monitor View.

(**) Discovery on MAC using DLC is possible with Windows 2000 and older only.

Note: DocOut will only appear in Monitor View if TCP/IP is used as the discovery protocol. If DocOut has multiple IP addresses it will appear in Monitor View with the first one that reaches PrintGuide.

2 Hardware PrintServers

Once the hardware printer attachment has been installed according to its *Installation & Operator's Guide*, you should be able to discover it with *PrintGuide* (In Monitor View, select **Monitor, Discover**).

The Hardware PrintServer appears in the Monitor View's list of **Detected Devices** with either **IP address** or universal **MAC address** (See label attached to the bottom or rear panel of the hardware printer attachment). The MAC address looks like this: 00036e00483a.

The **DLC** discovery protocol must be enabled, unless the PrintServer has an IP address. Please note that the DLC protocol is available only on Windows 2000 and older. Please refer to the manual that came with your print server for more information on assignment of the IP address.

Refer to "**1.6 Discovery preferences**" if the PrintServer remains undetected.

2.1 Configuring the PrintServer

Now that the PrintServer is installed and discovered, only two conditions remain to be fulfilled before the PrintServer can be used for printing:

- One or more logical printers must be enabled and configured. (Refer to "**Example of configuring a logical printer**")
- The logical printer's corresponding network protocol must be enabled and configured (refer to **2.4, Network settings**)

Table 2 shows some of the logical printers and the network protocol they rely on.

Logical Printer	Network Protocol
<i>AFP/IPDS (PSF) using TCP/IP</i>	<i>TCP/IP</i>
<i>AFP/ICDS (ida PSS) using TCP/IP</i>	<i>TCP/IP</i>
<i>LAN (Novell) using IPX/SPX</i>	<i>IPX/SPX</i>
<i>LAN (TCP/IP) using LPD</i>	<i>TCP/IP</i>
<i>SCS/DCA (AS/400) using TCP/IP</i>	<i>TCP/IP</i>
<i>LAN (ida MON) using 802.2</i>	<i>ida802.2</i>
<i>AFP/IPDS (PSF) using ida HPR</i>	<i>ida802.2</i>
<i>SCS (S/390) using SNA (LU1)</i>	<i>PU/LU</i>
<i>AFP/IPDS (PSF) using SNA (LU1)</i>	<i>PU/LU</i>
<i>LAN (Windows) using NetBEUI/NetBIOS</i>	<i>NetBEUI</i>

Table 2

2.2 Editing and saving configuration

To edit a PrintServer's configuration, do one of the following:

- Double-click on it in the list in Monitor View
- Highlight it in the list and select **Edit Configuration** from the **PrintServer** menu
- Highlight it in the list and click the Edit Configuration  button.
- Right-click on it in the list and select **Edit Configuration** from the menu

When you finish editing, you must save the configuration. You can either save it in the PrintServer or you can save it in a file.

To save in the PrintServer, do one of the following:

- Select **Save Configuration** from the **PrintServer** menu
- Right-click on it in the list and select **Save Configuration** from the menu
- Highlight it in the list and click the Save Configuration  button.

To save to a file, do one of the following:

- Click on the  button.
- Select **Save / Save As** from the **File** Menu

Note: When you save to a file, PrintGuide saves the original full configuration, followed by the changes applied to the configuration.

2.3 Example of configuring a logical printer in a hardware PrintServer

1. Start the PrintGuide program
(See: [Chapter 1.3 'Start PrintGuide'](#)).
2. Locate a PrintServer on the list of **Detected Devices** ([Figure 7](#)) and double-click it. The PrintServer is identified by its **Address** and **Name**.

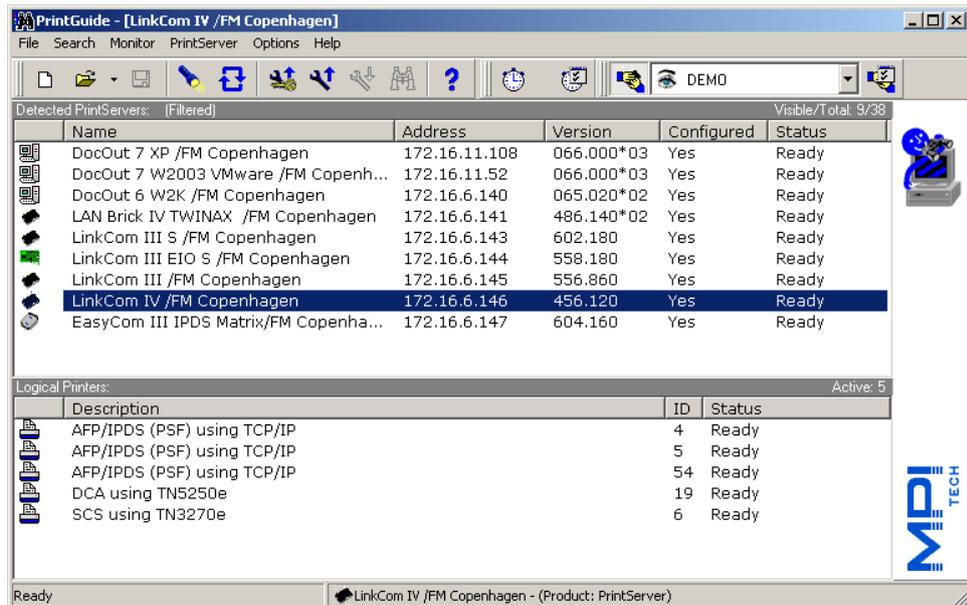


Figure 7

3. Type a Print Server Name, Contact Person, and PrintServer Location ([Figure 8](#)). This information is optional, but it will help you identify the PrintServer in the future.

Note: The information in the remaining dialogs depends on the PrintServer and the logical printer selected. Consult the online help for additional information.

4. Locate a **Logical Printer** (Figure 8) that matches your requirements and double-click it.

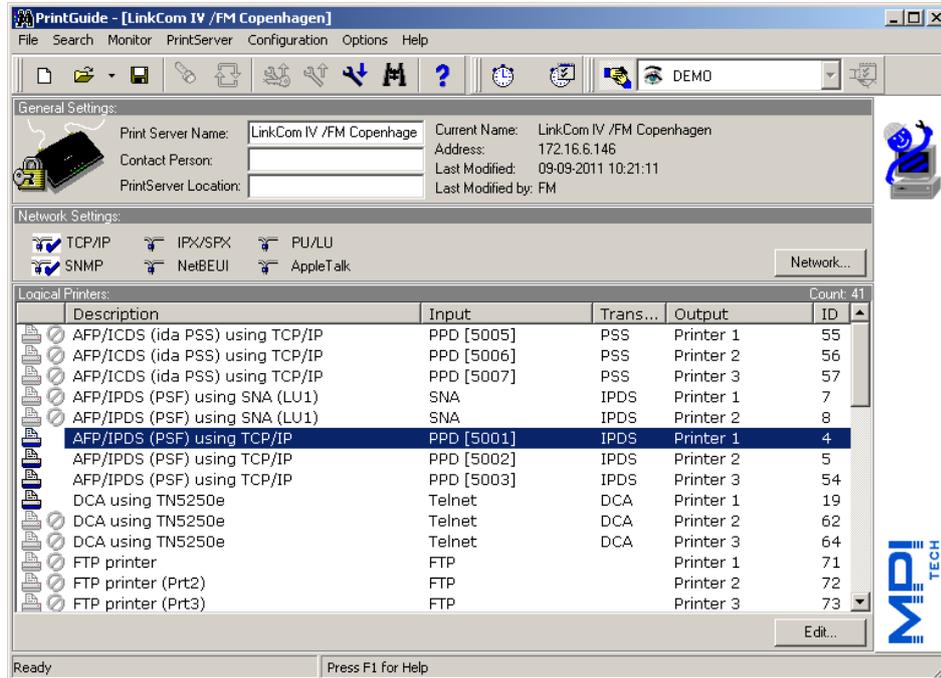


Figure 8

5. Adjust the settings to match your requirements (Figure 9). Select the **Enabled** check box to enable the printer.

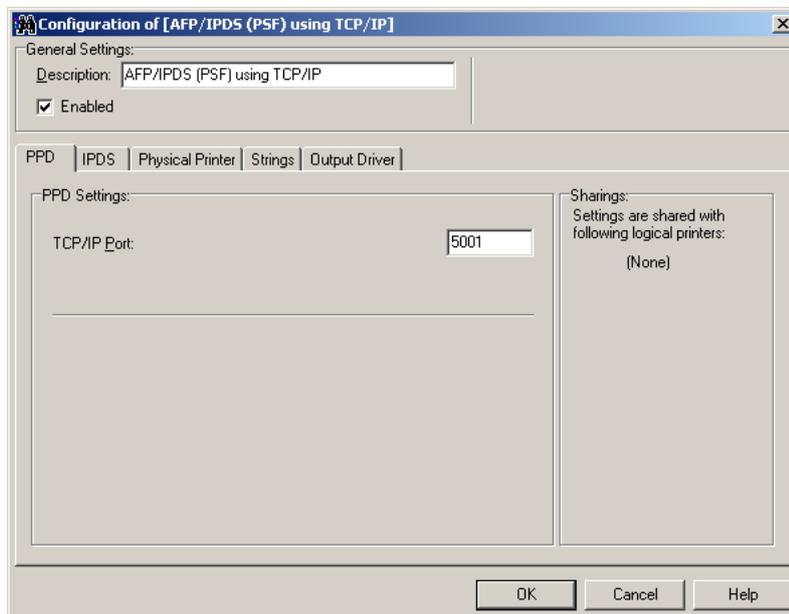


Figure 9

6. Click the **IPDS** tab, and adjust the settings to match your requirements (Figure 10).

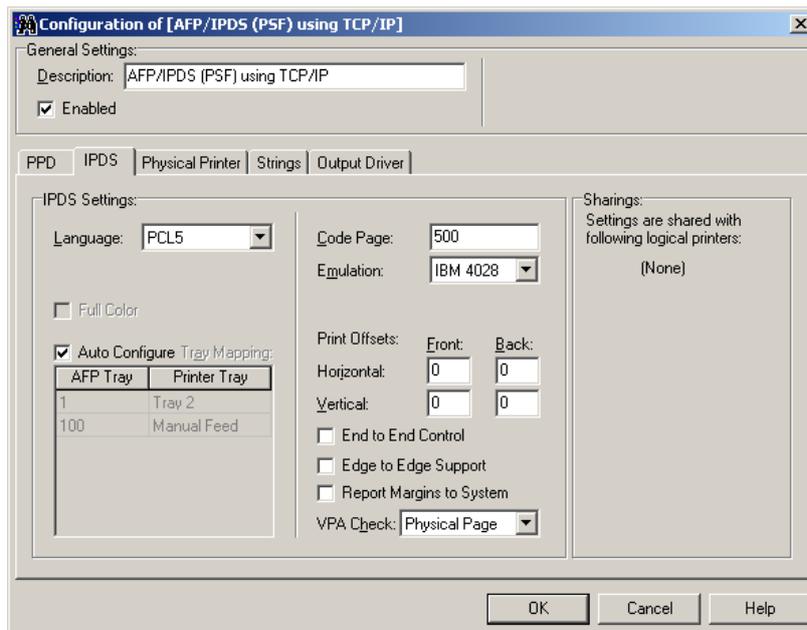


Figure 10

7. Then click the **Printer** tab to get to the **Printer Settings**
- 8.
9. Clear the **Auto Configure Settings** check box to manually configure the printer settings.
10. Click the Strings tab to get the Strings Settings (Figure 11).
11. Click Output Driver (Figure 12).

Note: All dialogs shown will vary depending on the print server and the type of logical printer configured.

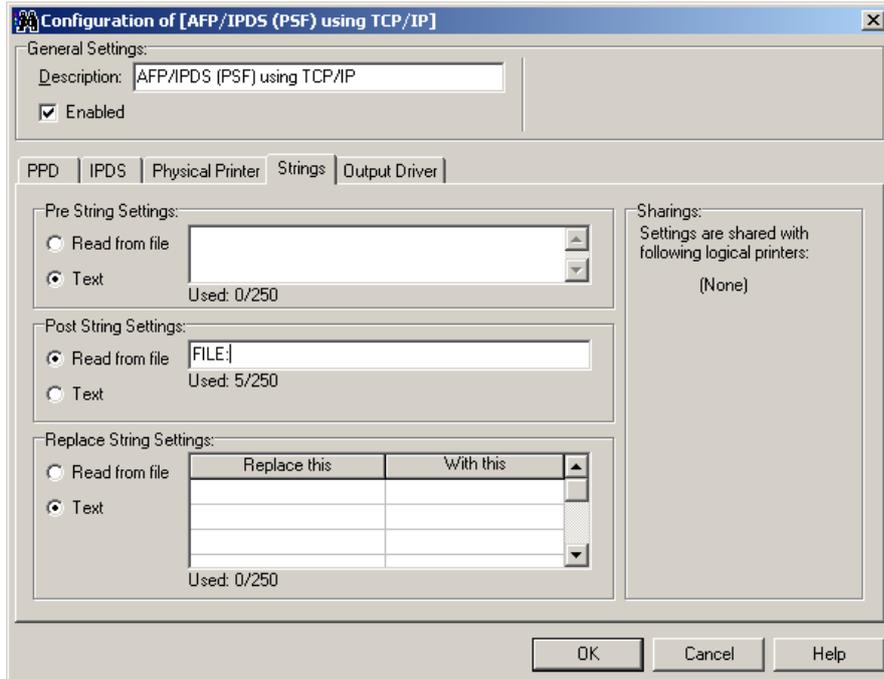


Figure 11

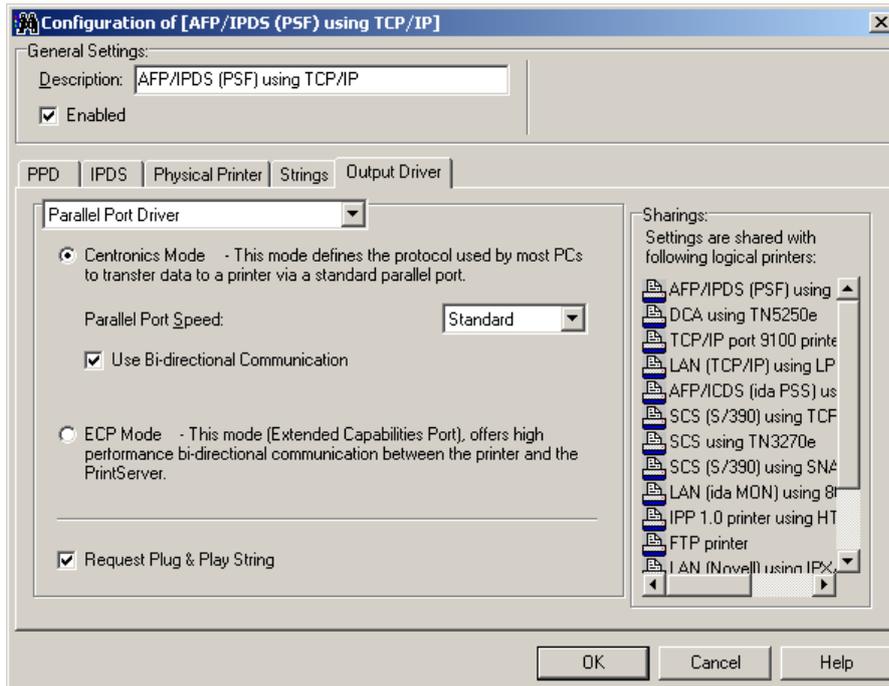


Figure 12

2.3.1 Port driver settings

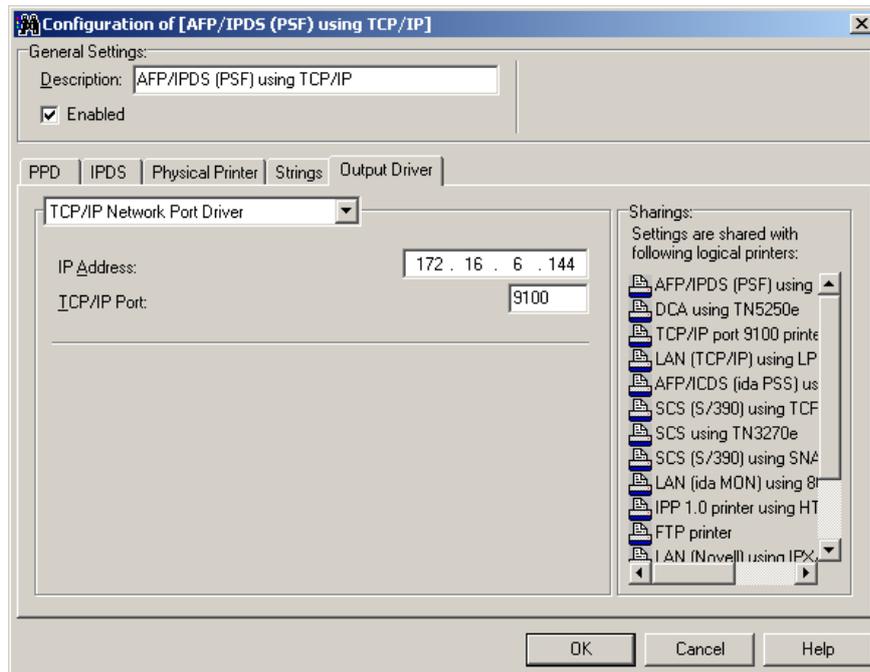


Figure 13

If the PrintServer selected is supporting output via network (Host2Net facility), a drop down menu in the **Port Driver** tab sheet will also appear. Here, you can select the appropriate port driver from a dropdown menu. Enter **IP address** and **TCP/IP Port** (default 9100) for TCP/IP Network Port Driver.

2.4 Network settings

This dialog is available for hardware PrintServers only.

You can enable/ disable and configure settings for various network protocols. In addition, you can configure the local MAC address, e-mail notification settings and (for some PrintServers) hub settings.

1. In the Configuration menu, select Network Settings... (or just click the Network button) See (Figure 8).
2. Select the **Network Protocol** you intend to use, and click the corresponding tab to configure the network protocol (Figure 14).

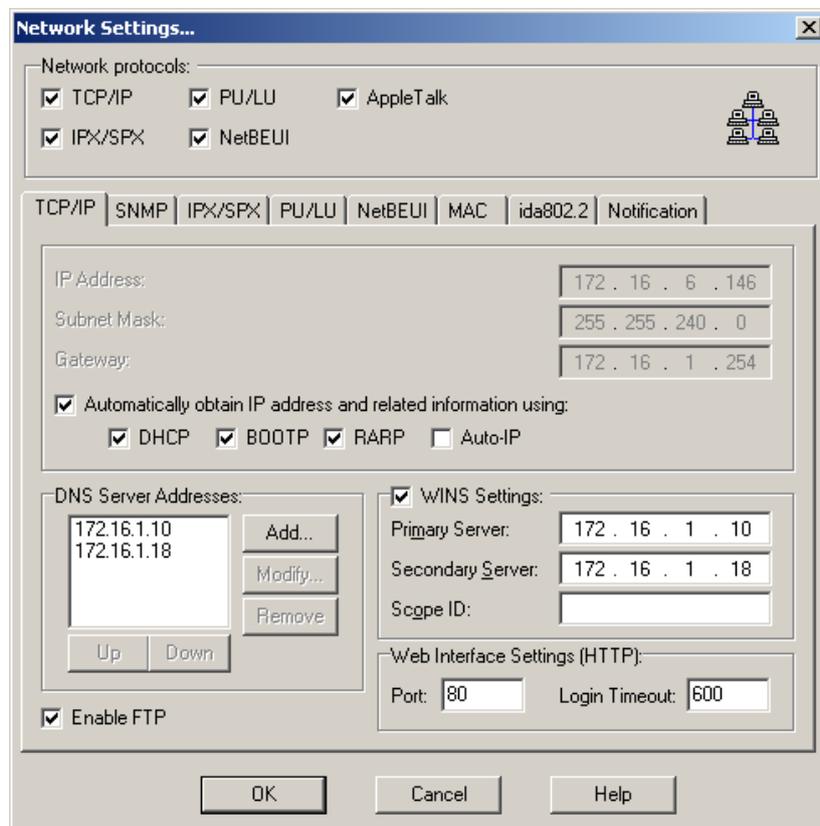


Figure 14

Table 3 lists the network protocols/tabs and gives a short description of their contents.

Tab	Description
TCP/IP	IP address, subnet mask, gateway, host name, and use of BootP Server.
NetBEUI	<i>Microsoft Windows</i> protocol settings, NetBIOS name and WorkGroup.
SNMP	Simple Network Management Protocol is enabled in conjunction with TCP/IP.
IPX/SPX	<i>Novell NetWare</i> protocol setting for NCP, EPS, and supported frame type.
PU/LU	<i>IBM SNA</i> protocol settings for IBM host configuration (Block Number, ID Number, Remote MAC address, Local SAP, and Remote SAP).
ida802.2	ida802.2 alias name.
MAC	Use of local administered MAC addresses. Tab is always present.
Notification	SMTP Server address, sender (PrintServer) address, receiver address, printer events which result in an e-mail
Hub	LAN speed and Port#3 mode

Table 3

Note: There are no settings for AppleTalk. Hence no AppleTalk Tab will show when enabled.

2.5 Open in web browser

Note: This is only available for hardware PrintServers.

You can open the web browser directly by entering the IP address of the product or from *PrintGuide* and use it to configure the selected PrintServer.

1. Highlight the PrintServer in the list.
2. Right-click the PrintServer or click the **PrintServer** menu.
3. Select **Open in Web Browser** (see the example in [Figure 15](#)).

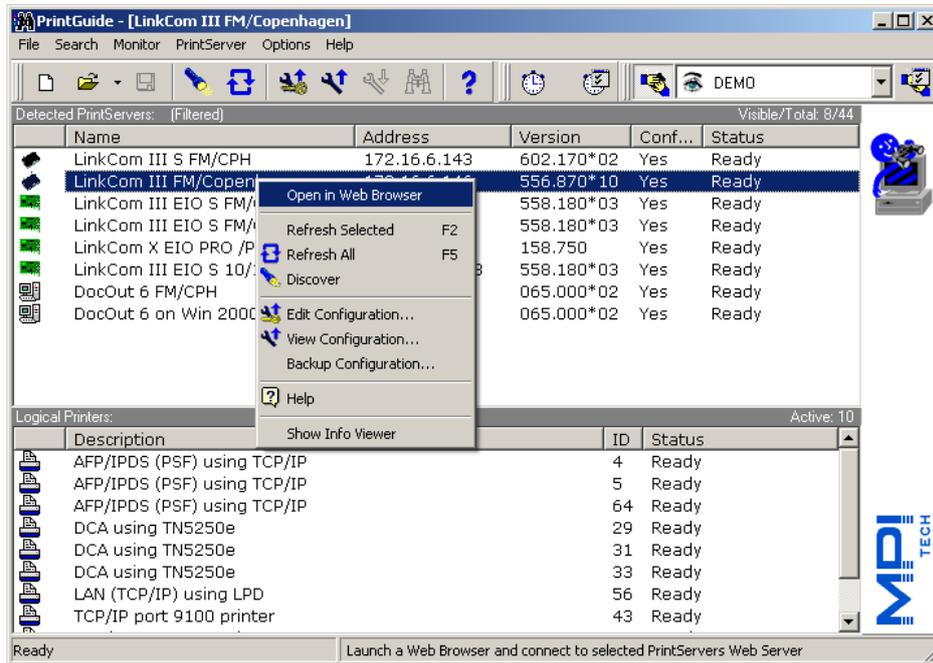


Figure 15, Open in web browser

2.6 Updating configuration

You can update the selected PrintServer by sending an existing file to it. To do this:

- In Monitor View, select **Update Configuration** from the **PrintServer** menu.

When you select **Update Configuration**, a **File Open** dialog is displayed prompting for the name of the file to be sent.

For all hardware PrintServers, you can send a variety of configuration file types. For PrintServers that support IPDS, you can send an IPDS Font Set file. Refer to the on-line help for further details.

2.7 Updating firmware

You can update the selected PrintServer's firmware by sending an existing file to it. To do this:

- In Monitor View, select **Update Firmware** from the **PrintServer** menu.

When you select **Update Firmware**, a **File Open** dialog is displayed prompting for the name of the file to be sent.

For hardware PrintServers, you can send a variety of firmware file types. Refer to the on-line help for further details.

2.8 Backing up configuration

You can make a backup of the selected PrintServer's configuration in a file. To do this:

- In Monitor View, select **Backup Configuration** from the **PrintServer** menu.

When you select **Backup Configuration**, a **Save As** dialog is displayed prompting for the name and location of the file to which the configuration is to be saved.

Note: When you make a backup, the whole configuration is saved, unlike with **Save Configuration...** which only saves a part of the configuration. Files created using **Backup Configuration...** have extension `.upd`.

2.9 Copying configuration to another PrintServer

You can copy the currently selected PrintServer's configuration to another PrintServer. To do this:

1. In Configuration View, select **Copy Configuration to** from the **Configuration** menu.
2. In the dialog displayed, locate and double-click the PrintServer to which you want to copy the configuration.

This feature is only recommended for advanced users.

Note: When you copy configuration to a PrintServer, its current configuration is overwritten and lost.

3 Software PrintServers

In the following, PrintServer is synonymous with DocOut. Once the PrintServer has been installed according to its *“Installation & Operator’s Guide”*, you should be able to discover it with *PrintGuide* (In Monitor View, select **Monitor**, then **Discover**).

For more information on DocOut, please refer to our web site at www.mpitech.com/docout

The PrintServer is displayed in the Monitor View’s list of **Detected Devices** under its **IP address**. The IP address looks, for example, like this: **194.192.134.86**.

If the PrintServer remains undetected you should refer to *“Discovery preferences”*.

Note: Lists in Monitor View can be sorted by clicking the column headings. Click **Address** to sort PrintServers according to their IP address.

3.1 Editing and saving configuration

To edit a PrintServer’s configuration, do one of the following:

- Double-click on it in the list in Monitor View
- Highlight it in the list and select **Edit Configuration** from the **PrintServer** menu
- Highlight it in the list and click the Edit Configuration  button.
- Right-click on it in the list and select **Edit Configuration** from the menu

Note: If the PrintServer is shown in the list with a lock beside it;

 **DocOut**, its configuration is locked and you cannot edit it. This is because another user is currently editing the PrintServer’s configuration. Conversely, other users are unable to edit while you are editing. When you save the configuration or return to Monitor View the PrintServer is automatically unlocked.

When you finish editing, you must save the configuration. You can either save it in the PrintServer or you can save it in a file.

To save in the PrintServer, do one of the following:

- Select **Save Configuration** from the **PrintServer** menu
- Right-click on it in the list and select **Save Configuration** from the menu
- Highlight it in the list and click the Save Configuration  button.

To save to a file, do one of the following:

- Click on the  button.
- Select **Save / Save As** from the **File** Menu

Note: When you save to a file, PrintGuide saves the original full configuration, followed by the changes applied to the configuration.

3.2 Viewing configuration

For DocOut PrintServers only, you can view the configuration. As with editing, this lets you view and make changes to the configuration. Unlike with editing, however, you cannot save the modified configuration in the PrintServer. You can only save in a file.

To view a configuration, do one of the following:

- Highlight it in the list in Monitor View and select **Edit Configuration** from the **PrintServer** menu
- Highlight it in the list and click the View Configuration  button.
- Right-click on it in the list and select **View Configuration** from the menu

Note: Even if the PrintServer is shown in the list with a lock beside it;

  **DocOut**, or if the PrintServer is password protected, you can still view the configuration.

Refer to “**Editing and saving configuration**” for details of how to save the configuration to a file.

3.3 Password protecting configuration

You can prevent other users from making unwanted changes to a DocOut PrintServer's configuration by using password protection.

The PrintServer's default password is 'adm'. To prevent others from editing the configuration, you must set a new password. To do this:

- In Monitor View or Configuration View, select **Change Password** on the **PrintServer** menu.

3.4 Example of configuring a logical printer in a DocOut PrintServer

1. Start the *PrintGuide* program (See: [Chapter 1.3 'Start PrintGuide'](#)).
2. Locate a DocOut in the list of **Detected Devices** (The DocOut is identified by its **Address** and **Name**) and highlight it.

This causes the list of active logical printers to be displayed for the DocOut printserver. See [Figure 16](#).

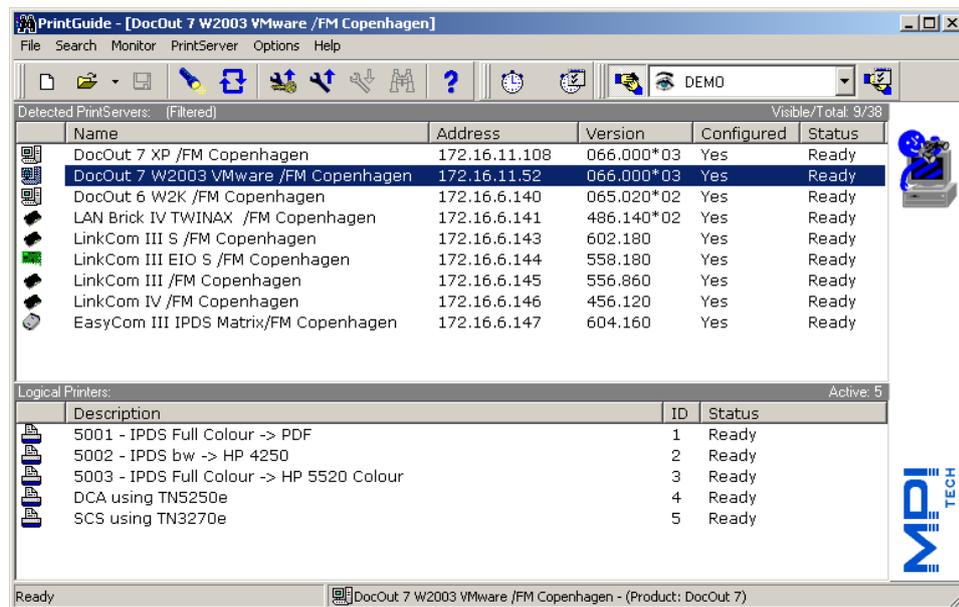


Figure 16

3. Locate a **Logical Printer** in the list that matches your requirements and double-click on it.

PrintGuide will enter into Configuration View, see [Figure 17](#).

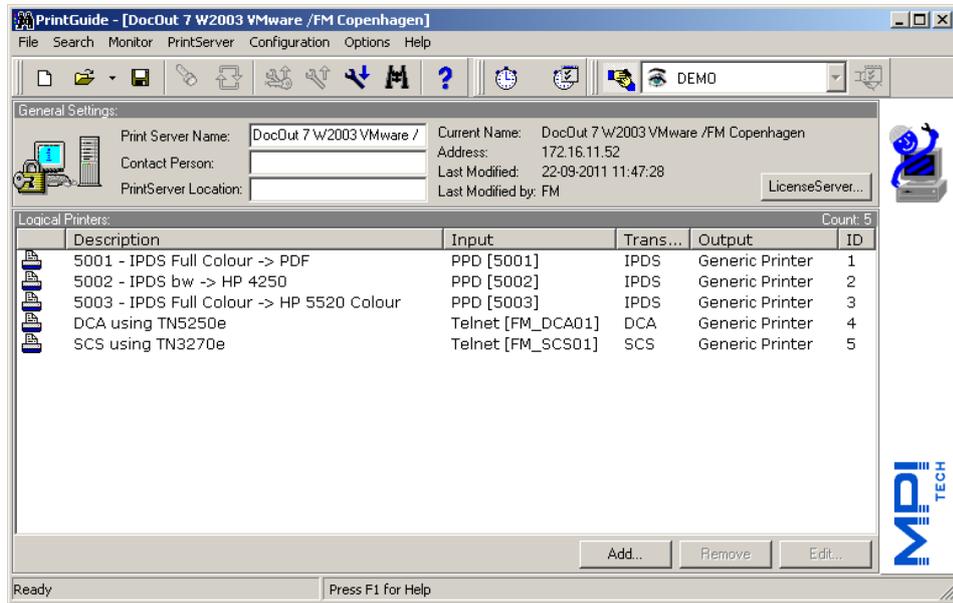


Figure 17

4. Highlight the Logical Printer in the list and click **Edit**, or double-click on it. You can also highlight it and right-click to get the menu shown in [Figure 18](#), from which you can select **Edit Logical Printer...**

This causes the Configuration dialog to be displayed, see [Figure 19](#).

Note: This is just an example; the tabs shown depend on the type of logical printer selected.

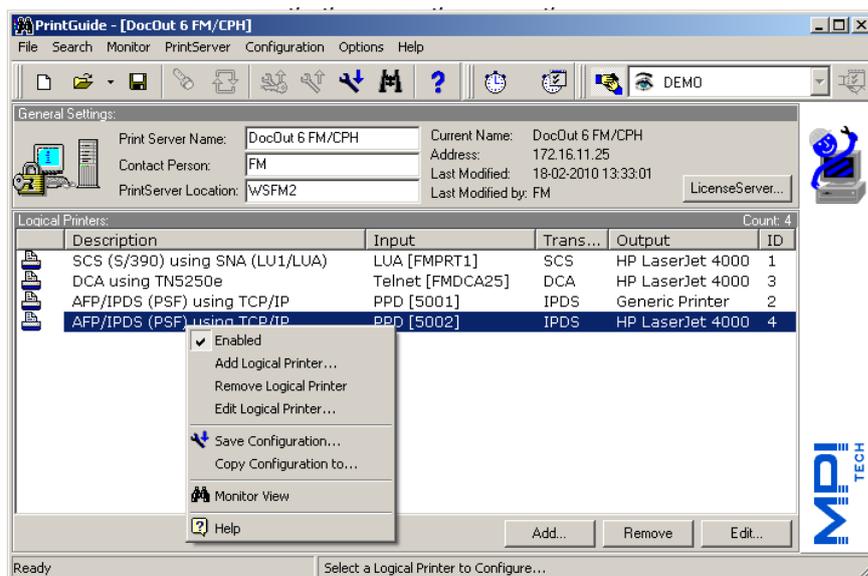


Figure 18

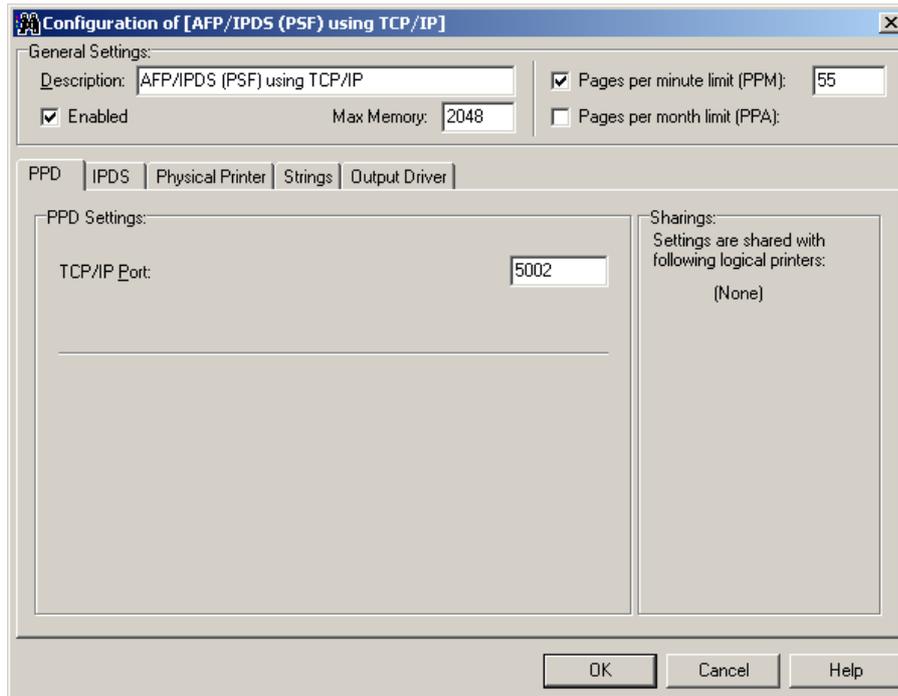


Figure 19

5. Edit the settings to match your needs. Select the **Enabled** check box to enable the Logical Printer.
6. Click the **IPDS** tab, and edit the settings to match your needs. See [Figure 20](#).

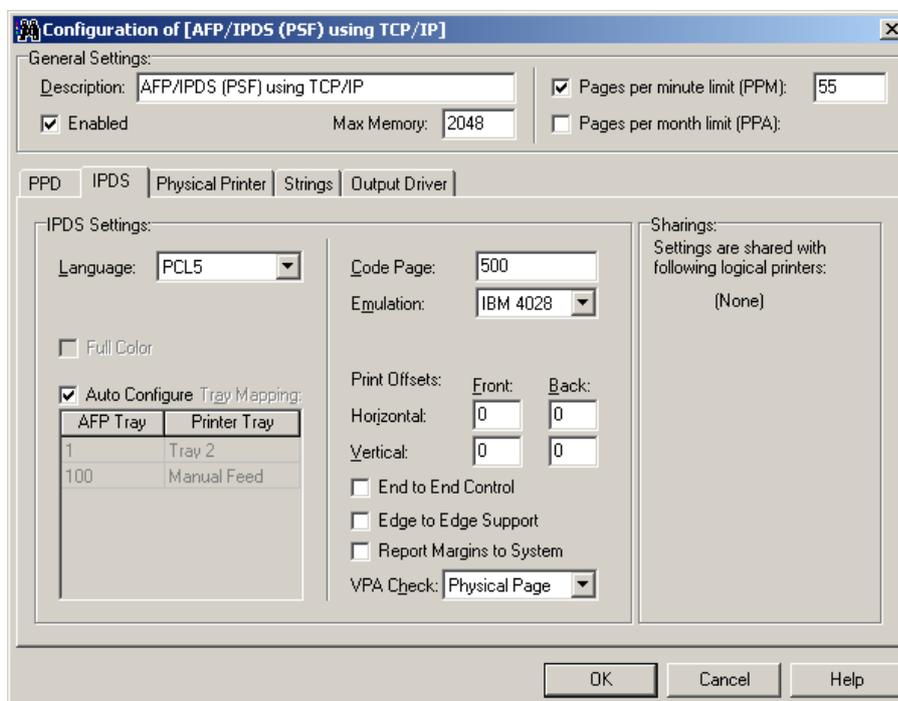


Figure 20

- Click the **Physical Printer** tab. See **Figure 21**.

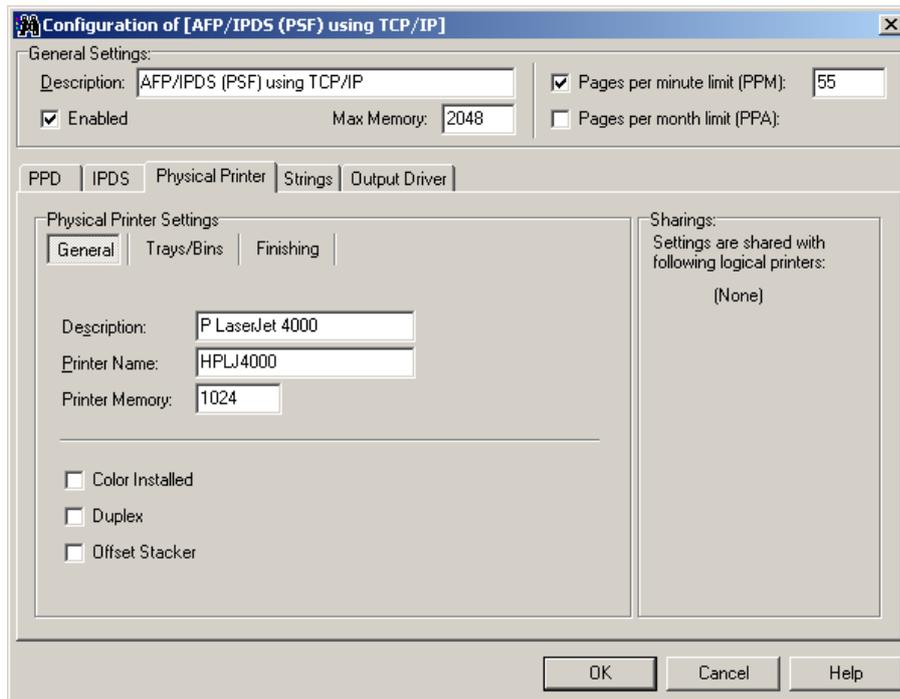


Figure 21, General setting

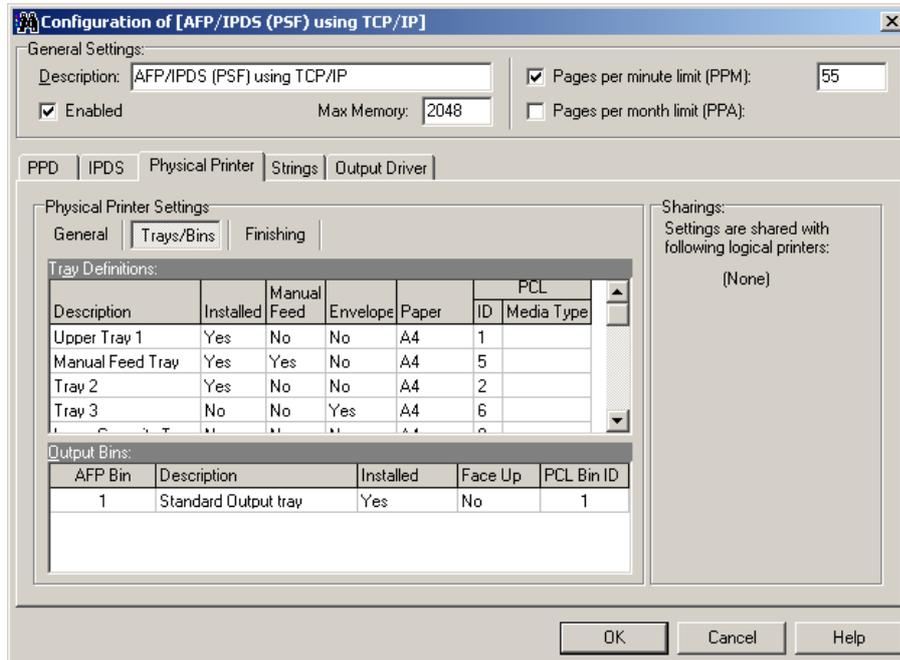


Figure 22, Trays / Bins

- In the **Printer Settings** box, clear the **Auto Configure Settings** check box to manually configure the printer settings. (Figure 21 and Figure 22)

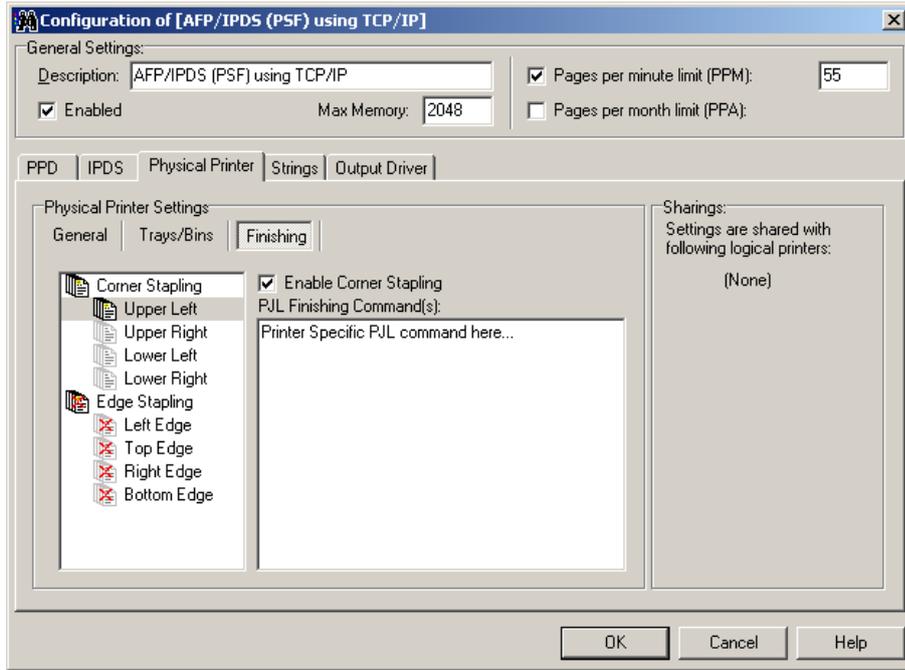


Figure 23 Finishing options

Enable **Corner / Edge Stapling** and insert the PJA command for the actual stapling required.

Note: The PJA commands are printer specific. Please refer to a Technical Reference Manual for the actual printer model.

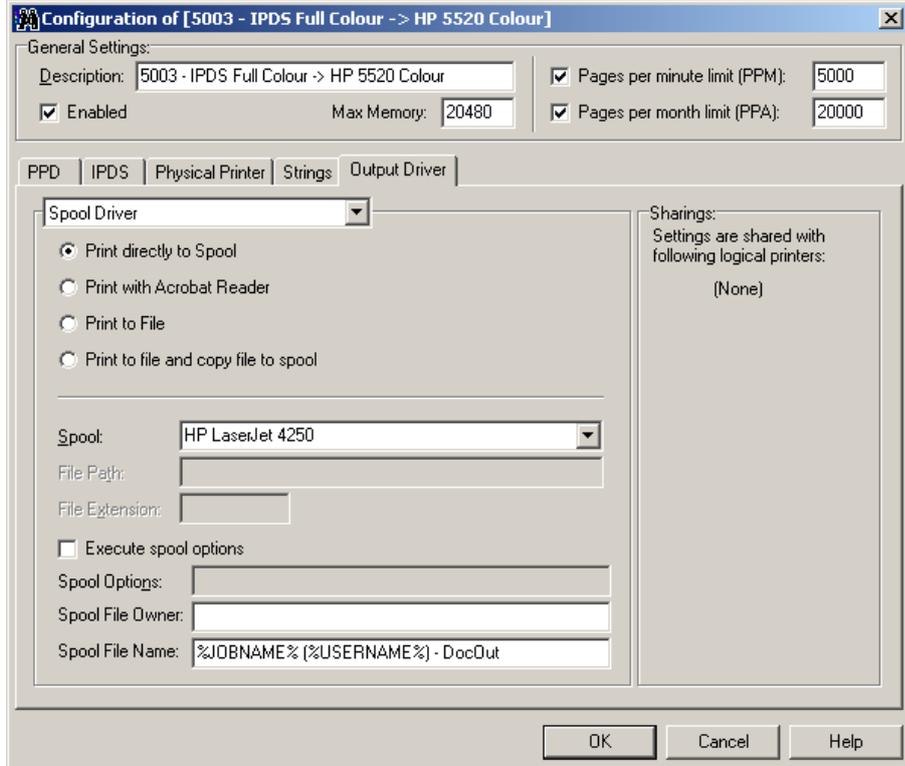


Figure 24

9. Click the **Output Driver** tab (Figure 24). Here, you can select the appropriate port driver from a dropdown menu. Choose between printing to spool (**Spool Driver**) or to a **TCP/IP Network Port Driver**. If you print to a spool driver, you can choose to send the output directly to the spool queue, to print PDF output, to print to a file or to print to file and copy to spool. According to your choice, the fields in the lower part of the dialogue will be ready for input. Click on **Help** for further information.

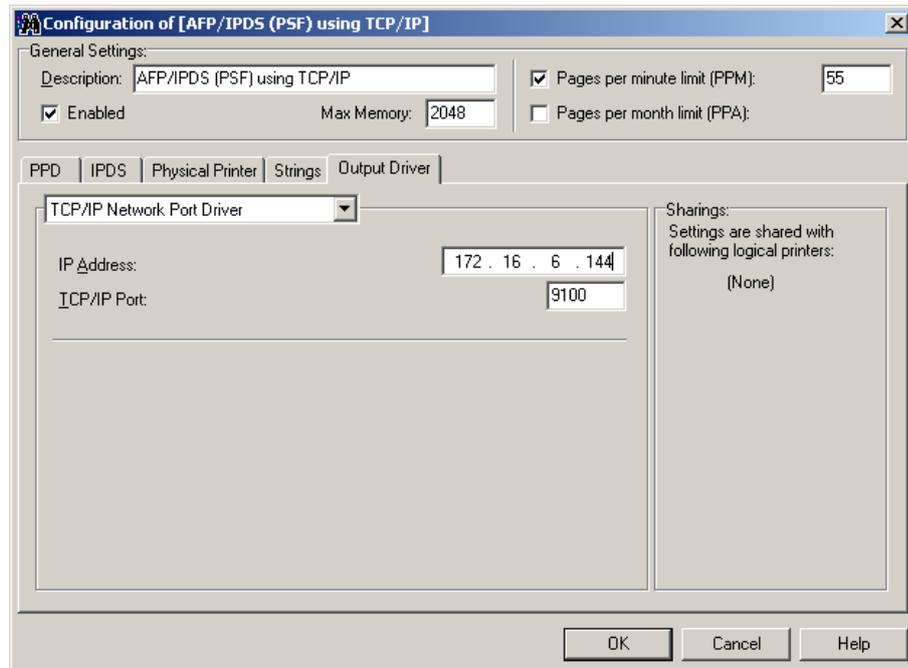


Figure 25

If you choose the **TCP/IP Network Port Driver**, you must enter **IP address** and **TCP/IP Port**. (default is 9100)

3.5 Add logical printers to DocOut

1. Press the **Add** button from the list of Logical Printers (See [Figure 17](#).)
2. This will start the Logical Printer Wizard, which will guide you through the operation of adding a Logical Printer.

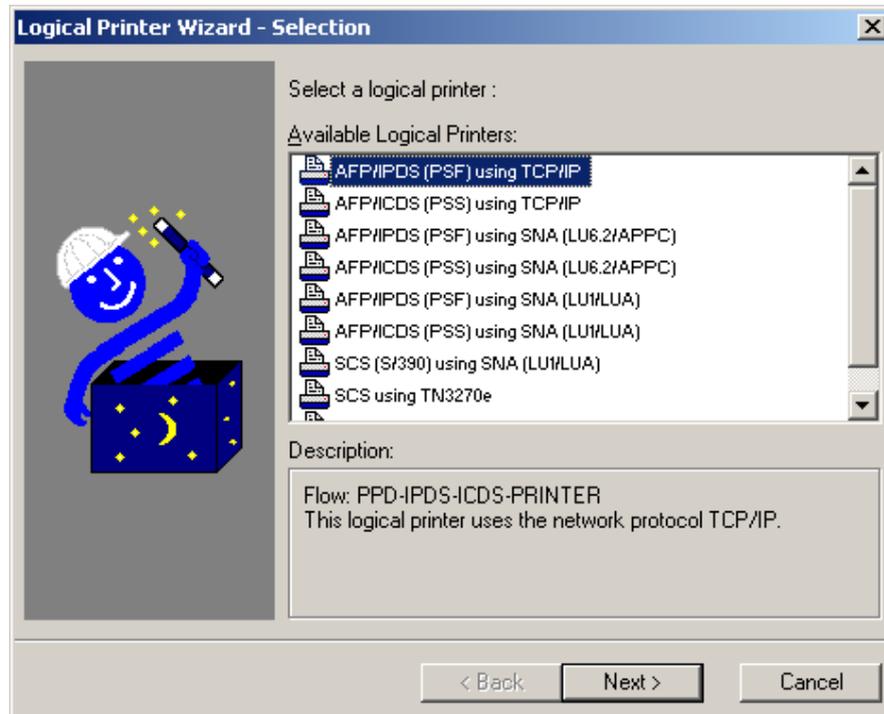


Figure 26

3.6 Updating configuration

You can update the selected PrintServer by sending an existing file to it. To do this:

- In Monitor View, select **Update Configuration** from the **PrintServer** menu.

When you select **Update Configuration**, a **File Open** dialog is displayed prompting for the name of the file to be sent. For DocOut PrintServers, either full or partial configuration files can be sent. Refer to the on-line help for further details.

3.7 Updating license

Note: This is only available for DocOut PrintServers with software version S82 063.000 (or later) installed.

You must install a License Key or a License Key File to a DocOut PrintServer in order to authorize it.

For a detailed description, please refer to the below documents:

- **DocOut for Windows Installation and Operator's Guide**
Doc No. D60363

or to

- **DocOut Licensing Server Installation and Operator's Guide.**
Doc No. D10564

A License Key file contains can contain one or more license keys and their associated serial numbers. This means that if you have a number of PrintServers, you can authorize all of them (one by one) using the same file and without having to enter any numbers manually.

3.8 Backing up configuration

Refer to section [2.8](#)

3.9 Copying configuration to another PrintServer

Refer to section [2.9](#)

3.10 Log settings

Note: This is available for DocOut PrintServers with software version S82 061.060 (or later) installed.

You can choose between seeing messages in the EventViewer or logging them to a file. To configure the log settings, do the following:

1. Double-click the PrintServer whose settings you want logged in the (Monitor View) list to put *PrintGuide* into Configuration View.
2. Select **Configuration, Log settings...**

The dialog shown in **Figure 27** is displayed.

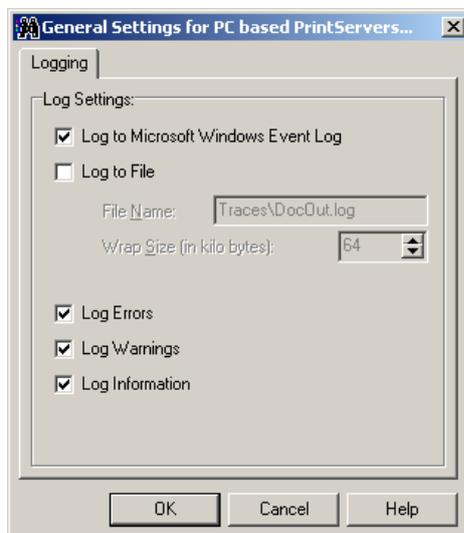


Figure 27

3. Check the boxes of your choice and enter a **File Name** if you want the messages to be logged to a file. Click **OK** to save your settings.

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About MPI Tech

MPI Tech, formerly i-data Printing Systems is a global vendor of workflow and output management solutions with distribution worldwide. MPI Tech develops and markets a world-leading portfolio of technologies and products for unique Document Managing and Printing solutions.

With offices located in France, Denmark, Germany, UK and USA, MPI Tech operates in most of the world through sales and support offices and partners. Our partners include Hewlett-Packard, IBM, Ricoh, Xerox, Konica Minolta and Dascom.

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