

PrintUsagePro Print Monitor system software

Version:V4.0

Rapid Configuration Guide



Revision History

Version	Data	Significant Changes
No	(mm-dd-yyyy)	
1.0	11-14-2014	Initial Version



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PrintUsage V4.0 Quickly Configuration Guide

1. Before installation Environment prepare

Operating system: Windows 2003, Windows 2008, Windows 2008 R2, Windows 7, Windows 8.Recommended Windows 2008 or Windows 2008 R2.

Support components: .NET Framework 2.0, 3.5.1, 4.0.

Database: SQL SERVER 2000(SP4) or higher.

Personnel requirements for installation: install SQL SERVER database. Use WINDOWS 2008 R2.

2. Installation steps index

This simple installation Guide assumes that the user just installed a Windows server 2008 R2, and the server components are installed by default. We will deploy PrintUsage 4.0 on top of the Server.

Install Windows 2008 R2 support components; Install SQL SERVER 2012 Express database; Install the PrintUsage 4.0; Configure PrintUsage 4.0; Configure PrintUsage Universal Driver realize Roaming Print; Configure PrintUsage Universal Driver realizedirectional print; Configure roaming groups; Configure PrintUsage Swipe and Print; Configure PrintUsage Manually Audited; Options (add) roles; Options (add) Administrator; Set User Notifications; Set the billing; Set the print restrictions;

3. Install Windows 2008 R2 support components

Components needed:

Role	The Web server (IIS)
------	----------------------



Function	LPRPort Monitor
	.Net Framework 4.0
	XPS viewer

Components above are necessary for installation under Windows 2008 R2 Server. IIS requires ASP.NET, .NET extensions, IIS Management Console, IIS 6 Management Compatibility, etc.

4. Install SQL SERVER 2012 Express Database

SQL SERVER 2012 Express installation requires SQL SERVER and WINDOWS mixed authentication mode to install by default.

After installation, you need SQL Server Configuration Manager tool to find the corresponding instance name in Sql Server Network Configuration and enable the Named Pipes and TCP / IP, so that can connect remotely.

After the setup is complete, restart the corresponding service instance name to take effect. At the same time user need to open Sql Server Browser service, so that other computers can find the native database services.

5. Install PrintUsage 4.0

Run the installation program with administrator account. PU can be installed with default settings. But appeared "configuration wizard", please select "typical installation". Choose SQL SERVER database, and according to the above database do correspond configuration. And then test the connection. If successful, the software will automatically create PrintUsage database.

6. Configure PrintUsage 4.0

6.1 A key installed PrintUsage universal drive

After PrintUsage installation is completed, three printers will be added automatically by default. If your license is less than 3, please insert the dongle or use authorization first, then delete redundant printer. Otherwise service could not be started.

After the configuration user needs to install PrintUsage virtual printer PrintUsage Universal driver: details as follows:



a.) Double-click PrintUsageDrvInstall.exe to perform the installation; Click on "install";





🦉 PrintUsag	ge Universal Driver Installation Wizard	3
Č	PrintUsage Universal Driver V1.0.0.10 Build20141106	
Installat	tion	
Add a lo	ocal port 100%	
Detectio	on of the current system for 64bit 100%	
Unzip th	ne driver package is completed 100%	
Add the	ig the printer driver is completed 100%	
The inst	tallation is complete, dick Next	
	Next Cancel	

- b.) If prompt Windows authentication warning, click "continue";
- c.) Click on "Finish";



http://www.printusagepro.com

PrintUsage Universal Driver Installation Wizard
PrintUsage Universal Driver V1.0.0.10 Build20141106
Installation
Image: A red of the image: A red of
Finish Cancel

6.2 Manual install PrintUsage Universal Driver

In the printer task, add printers.

 $Create \ a \ local \ port \ (Such \ as:\PrinterPort\ puudp.spl,Pay \ attention \ to \ the \ c:\ \ PrinterPort \ is \ every one full \ control \ folder.)$

As shown:



Add Printer Wizard			
Select a Printer Port Computers communicate with printers through ports.			
	Port Name ? 🗙		
Select the poi new port.	Enter a port name: OK a		
◯ <u>U</u> se the fo	C:\PrinterPort\pud.spl Cancel		
Motor Mos	computers use the LOTA port to compute the with a local printer		
The conne	computers use the LPTT: port to communicate with a local printer. ctor for this port should look something like this:		
	D P		
💿 <u>C</u> reate a n	w port:		
Type of po	t: Local Port		
For more information about creating printer ports, see Printer Help.			
	< <u>B</u> ack <u>N</u> ext > Cancel		

After finish creating Port, the next step is to choose from the disk installation, browse folders to find the corresponding drive, pay attention to if it is a 32-bit operating system, please select 32 bit folder, Otherwise, select 64—bit operating system. Click"Ok".

Add Printer Wizard		
Install Pierre Cor The Install Fr	om Disk	×
Si di ci	Insert the manufacturer's installation disk, and then make sure that the correct drive is selected below.	OK Cancel
Kodak Konica KONICA I	F:\PrintUniversal32bit\32bit	Browse
Kyocera Kyocera Mita	▼ 4	
This driver is digita	Ily signed. <u>W</u> indows Update	<u>H</u> ave Disk
	< <u>B</u> ack <u>N</u> ext >	Cancel

PRINTUSAGE Pro

Click "next" to Continue install, If it is update to the latest version, please replace existing driver, then continue. In the column of "print name" enter a meaningful name. Then next steps are same as other printer driver installation.

6.3 Manually add 64-bit driver on a 32-bit operating system

If your operating system is 32 bit, Then the 64 - bit operating system of computer need to use 64 - bit driver. The driver needs to be manually added to the 32-bit operating system.

Similarly, if your operating system is 64 - bit, then it will need to add corresponding 32-bit drivers to the server. Same methods apply to both situation.

As shown:

Print Server Properties		Add Printer Driver Wizard
Forms Ports Drivers Adva	nced	Processor and Operating System Selection Each processor and operating system combination uses its own set of printer drivers.
Installed printer drivers:		Select the processor and operating systems of all computers that will be using this driver:
Name	Processor Version	Processor Version
Lexmark Universal PS3	x86 Window	vs 2 Ltanium Windows XP and Windows Server 2003
Lexmark X646e	x86 Window	vs 2 🔽 🔟 x64 Windows XP and Windows Server 2003
Lexmark ×646e (MS)	x86 Window	vs 2 🗹 x86 Windows 2000, Windows XP and Windows Server 2003
Microsoft Office Document	x86 Window	vs 2 Windows 95 Windows 98, and Windows Millennium Edition
Microsoft XPS Document	x86 Window	VS 2 U v0C V/indows 55, Windows 56, and Windows Miller Infant Editori
NEC Colormate PS	x86 Window	
NEC Pinwriter CP6	x86 Window	vs 2
PrintUsage Universal Driver	x64 Window	×3v
PrintUsage Universal Driver	x86 Window	vs 2
SHARP MX-3100N PCL6	x86 Window	vs 2
SHARP MX-4100N PCL6	x86 Window	vs 2
SHARP MX-7000N PCL6	x86 Window	vs 2
TUSHIBA e-STUDIU3510c	x86 Window	vs 2
	v86 Window	
		<u>Back</u> <u>Next</u> Cancel
Add Bemov	e Beinstall	
<u>Hemove</u>		
	OK Cance	el Apply

In the fifth step, choose from the disk installation, then find 64-bit directory. The next steps same as the driver installation.

6.4 Add Printers

If the printer need to be monitored does not added by default during installation, please add printers in "All Printers ".Detailed steps refer to adding new monitor printer;

Need to manually add the first time after installing a print server, add the print server steps;

6.4.1 Add the print server steps

a.) Expand the "Server "-"All Servers"; click "Add" button;

PRINTUSA Enterprise 4.0	GE Pro	http://www.printusagepro.com
Home	A Print Servers	
Server		
> All Servers> All Printers		
All Printer Groups	Add Delete	Delete All
>> Consumables >> PU-Tes-Server		
Groups		
Report		
M Options		
Logs		
? Help		
Change Password		
Logout		

b.) Click "Current Master Server "button, the system automatically fill in the host name; If other server, you need to filled the server HOSTNAME. In the DOS command can use HOSTNAME get it. As shown: the computer's HOSTNAME is Blair.

ex C:\WINDOW5\system32\cmd.exe	
Microsoft Windows [Version 5.2.3790]	<u> </u>
(C) Copyright 1985-2003 Microsoft Corp.	
C:\Documents and Settings\Administrator>hostname	
blair	
C:\Documents and Settings\Administrator>	

Fill in the server IP address;

Click "Next";

🛔 Add Server			
Server Name	PU-Tes-Server	Current Master Server	
Server IP Address	192.168.119.108		
Http Server Port	8100		
Normal Print Center Port	8082		
Advanced Print Center Port	8081		
Description		*	

Next

Cancel



c.) Checked the printers need to be monitored; Click "Submit"Button;

Serve	r Name PU-Tes-Server 💌	Search				
V	Capture Print Content	Printer Name	Share Name	Description	Driver Name	Location
	v	TOSHIBA Universal Printer 2	TOSHIBA Universal Printer 2		TOSHIBA Universal Printer 2	
		Kyocera TASKalfa 400ci	Kyocera TASKalfa 400ci		Kyocera TASKalfa 400ci	
	V	Kyocera KM-3040 KX (1)			Kyocera KM-3040 KX	
		Kyocera KM-3040 KX	Kyocera KM-3040 KX		Kyocera KM-3040 KX	
•	v	KONICA MINOLTA C652SeriesPS	KONICA MINOLTA C652SeriesPS		KONICA MINOLTA C652SeriesPS	
•		KONICA MINOLTA C652SeriesPCL			KONICA MINOLTA C652SeriesPCL	
~		KONICA MINOLTA C364SeriesPS	KONICA MINOLTA C364SeriesPCL		KONICA MINOLTA C364SeriesPCL	
		-				

d.) Add completed as shown;

				Server Name		Search
Status	Server Name	Service Control	Total Printers	Total Jobs	Total Pages	Total Cost
۲	PU-Tes-Server		4	0	0	¥0.000
	Total		4	0	0	¥0.000

6.4.2 Add a new monitor printer

a.) Click"All Printers", and click"Add" Button;

1ºn Home	🚠 Printer	' List				
II Server	Server	Monitor Mode	•	Printer Name	Printer IP Address	
All Servers All Printers	Status	s Printer Name	Server Name	Capture Print Content	t Overwrite Color Mode	
All Printer Groups Consumables		KONICA MINOLTA C364SeriesPS	PU-Tes-Server	Image	Auto	
» PU-Tes-Server		KONICA MINOLTA C652SeriesPCL	PU-Tes-Server	Image	Auto	
📽 Groups		KONICA MINOLTA C652SeriesPS	PU-Tes-Server	Image	Auto	
🗾 Report		Kyocera KM-3040 KX (1)	PU-Tes-Server	Image	Auto	
M Options		Total (4)				
	•			ш		
Logs					Dist C.W.	
? Help	Add	Manual Add Dek	ete D	elete All Refresh	Batch Setting	
Change Password						
Logout						
 Consumables PU-Tes-Server Groups Report Options Logs Help Change Password Logout 	Image: Constraint of the second secon	KONICA MINOLTA C364SeriesPS KONICA MINOLTA C652SeriesPCL KONICA MINOLTA C652SeriesPS Kyocera KM-3040 KX (1) Manual Add Dek	PU-Tes-Server PU-Tes-Server PU-Tes-Server PU-Tes-Server	Image Image Image Total (4) m elete Al Refresh	Auto Auto Auto Auto Batch Setting	

b.)Click"Search";





6.5 Add Users

There are several ways to add Users:

- d.) Directly import from the AD;
- e.) Import from Excel file;
- f.) Import from TEXT file;

If you want to use the swipe and print function, due to the card number and personnel information needed to bind, in order to enter convenience, we recommend that you record card in a property in the AD. Or Record users' card numbers in the Excel file and then batch import into the system.

6.6 Basic Functional Test

Generally for basic print monitoring, just add a printer and Users can be monitored. Use need to monitor the printers, print a test page, try to see if there are records in the log, and view the print content.

7. Configuration PrintUsage Universal Driver realize roaming

print

By using PUUDP can realize only need one driver, complete roaming between different brand printers function.

Note: This function does not use the full functionality of the real printer itself, such as: bookbinding, etc. Can realize the single/duplex, forced black and white/color output,custom paper and other common functions.

Illustration:

1



7.1 Find the first entity printer

Click "Server"-"All Printers"; Click on the first printer which need to "follow Me Print";



Ć	PRIN Enterprise	TUSAGE Pro	http			
-	Printer	List				
	Server Monitor Mode					
	Status	Printer Name	Server Name			
	۲	KONICA MINOLTA C364SeriesPS	PU-Tes-Server			
	۲	KONICA MINOLTA C652SeriesPC	L PU-Tes-Server			
	۲	KONICA MINOLTA C652SeriesPS	PU-Tes-Server			
	۲	Kyocera KM-3040 KX (1)	PU-Tes-Server			

7.2 Configure the first entity printer

Select monitor Mode as "Follow Me Monitor Mode"; Enter the IP address of the printer; Enter Card Reader URI; Checked "Swipe and Print" and "Follow Me Print"; Click "Save"; Click "Ok";



General Use	rs Time File Type
Printer Name	Kyocera KM-3040 KX(1)
Whether is virtual printer	
Monitor Mode	Follow Me Monitor Mode
Printer Model	•
Printer Host Name	
Printer IP Address	192.168.119.20
MFP Serial Number	
Card Reader URI	192.168.120.10
Printer Banner	Set
Bookmark	Set
Monitoring Activated	
Manually Audited	
Swipe and Print	
Swipe to Login	
Follow Me Print	
Overwrite Color Mode	Auto
Enable Detail Analysis	
Capture Print Content	
Resolution For Capturing	100 💌
Enable Advanced Printing Features	
Total Jobs	0
Total Pages	0
Total Cost	¥0.000



Date Added	10/17/2014 9:57:26 AM					
Printer Consumables	Set					
Printer Description	*					
Save						
Save As Template						
Message from webpage						
Save Successful!						
ОК						

If the printer can be connected and running in good condition after configuration, status will show green.



7.3 Find the second entity printer

Find printer in the printer list;

4	🛔 Printer List					
	Server	Monitor M	lode	Printer Nat	me	
	Status	Printer Name	Server Name	Capture Print Content	Overwrite Color Mode F	
	۲	Kyocera KM-3040 KX (1)	PU-Tes-Server	Image	Auto	
	۲	PrintUsage Universal Driver	PU-Tes-Server	Image	Auto	
	۲	TOSHIBA Universal Printer 2	PU-Tes-Server	Image	Auto	



7.4 Configure the second entity printer

Referring to 4.2 section to configure the second printer, Enter IP address for the printer; Enter Card Reader URI; Check "Swipe and Print" and "Follow Me Print "; Click "Save"; Click "Ok".



General	Users	Time
Printer Name	TOSHIBA Uni	versal Printer 2
Whether is virtual prin	iter 🗖	
Printer In Group	All	
Monitor Mode	Follow Me M	1onitor Mode 💌
Printer Model		•
Printer Host Name		
Printer IP Address	192.168.119	.118
MFP Serial Number		
Card Reader URI	192.168.120	.9
Printer Banner	Set	
Bookmark	Set	
Monitoring Activated	V	
Manually Audited		
Swipe and Print		
Swipe to Login		
Follow Me Print		
Overwrite Color Mode	Auto	•
Enable Detail Analysis		
Capture Print Content	v	
Resolution For Captur	ing 100	•
Enable Advanced Print Features	ting V	
Total Jobs	0	
Total Pages	0	
Total Cost	¥0.000	



7.5 Find the virtual printer PrintUsage Universal Driver

		5	1			
-	🛔 Printer List					
	Server	Monitor N	1ode	▼ Printer Na	me	
	Status	Printer Name	Server Name	Capture Print Content	Overwrite Color Mode F	
	۲	Kyocera KM-3040 KX (1)	PU-Tes-Server	Image	Auto	
	۲	PrintUsage Universal Driver	PU-Tes-Server	Image	Auto	
	-	TOSHIBA Universal Printer 2	PU-Tes-Server	Image	Auto	
Total (3)						
	Add	Manual Add	Delete	Delete All Refi	resh Batch Setting	

Find "PrintUsage Universal Driver"in the printer List and click it;

7.6 Configure virtual printer PrintUsage Universal Driver

Checked "Whether is virtual Printer"; Monitor Mode selected "Normal"; enter Server IP Address in "printer IP Address"; Check "Swipe and Printer" and "Follow Me Print"; Click "Save "and "OK";



General	Users	Time
Printer Name	PrintUsage U	niversal Driver
Whether is virtual prin	nter 🔽	
Printer In Group	🗹 All	
Monitor Mode	Normal	-
Printer Model		•
Printer Host Name		
Printer IP Address	192.168.119	.108
MFP Serial Number		
Card Reader URI		
Printer Page Header a	and	
Footer	Set	
Printer Watermark	Set	
Bookmark	Set	
Monitoring Activated	\checkmark	
Manually Audited		
Key Word	Set	
Swipe and Print		
Swipe to Login		
Follow Me Print	V	
Overwrite Color Mode	Auto	•
Enable Detail Analysis		
Capture Print Content	V	
Resolution For Captur	ing 100	•
Enable Advanced Print Features	ting 🔽	



7.7 Configure user group for Follow Me Print

Click "Groups"-"All Groups"; Click on the user groups need follow me print;

Home	🛔 Group	List	
III Server			
Sroups		Group Name	Total Users
All Groups All Users		admin\FIN	11
» Add Balance		admin\HR	5
🗾 Report		Engineering	10
M Options		мс	6
Logs		Total	32
? Help	Add	Delete Delet	e All

Select "Yes" for Swipe and Print; Select "Yes" for Follow Me Print; "Save" and "OK".



http://www.printusagepro.com

🛔 Group Properties

General	Printer	Time	File Type	Quota
Group Name	Engineering			
Total Users	1			
Default Quota	¥100.000			
Total Jobs	0			
Total Pages	0			
Total Cost	¥0.000			
Audit	No 💌			
Swipe and Print	Yes 💌			
Client Authentication	No 💌			
Follow Me Print	Yes 💌			
Description			~	
Save				
Save As Template				

7.8 Check the virtual printer Shared state

Found the Printer PrintUsage Universal Driver in the server printer list; Right-click the printer properties, select "sharing"; ensure that the printer was Shared;





🖢 PrintUsage Uni	versal Drive	r Prop	erties			<u>?</u> ×
Color Manage	ement	Sec	urity	Devi	ce Settings	1
General	Sharing		Ports		Advanced	į,
You ca enable share th this prin	n share this prir sharing for this nis printer, Wind ter to be share	nter with printer, dows Fir d with o	n other user click Share rewall must ther compu	s on your no this printer be configur iters on the	etwork. To . In order to ed to allow network.)
O Do <u>n</u> ot sh	are this printer					
	printer					
S <u>h</u> are name:	PrintUniversal	Driver				
☑ List in the	directory					
If this printe Windows, y users do no the shared	er is shared with you may want t ot have to find t printer.	n users r o install the print	unning diff additional driver whe	erent versio drivers, so tl n they conr	ns of hat the hect to	
			Ag	ditional Driv	vers	
		ОК		Cancel		y

7.9 Add Shared printer for the client

The client to add the Follow Me print printers; Start – run; Find PrintUsage Universal printer, double-click to install it.







Printer	(
PrintUsage Universal Driver on 192.168.119.32 Ready	•
Printer Prope	rties

8. Configure PrintUsage Universal Driver achieve directional print

If "roaming print "or "Swipe and Print" is not needed. To monitor only the content and implementation content retrieval function, but the printer's content cannot resolve under original PU mode, user can use PUUDP for directional print, so as to achieve comprehensive monitoring.

Note: This function does not use the full functionality of the real printer itself, such as: bookbinding, etc. Can realize the single/duplex, forced black and white/color output, custom paper and other common functions.

Illustration:



Configurations as below:



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🚠 Printer Properties

General	Users	Time	File Type	Charging	
Printer Name	PrintUsage U	niversal Driver			
Whether is virtual prin	iter 🔽				
Printer In Group	IIA 🔽				
Monitor Mode	Virtual Drive	er Mode 💌			
Target Printer	KONICA MIN	IOLTA C652SeriesPCL			•

Other configurations same as the related application.

9. Configure roaming groups

9.1 Function Description and group illustration

In order to delineate the scope of roaming out of paper user can be achieved by setting the printer group. Like the illustration below, the company has five entity printers, among them1F_A,1F_B,1F_C(Maybe this three machines physical location is located in the first floor)For the users in the first floor to use,2F_A,2F_Bfor the second floor users to use, For this roaming case, we assign 1F printer to the printer group of G1, the allocation 2F printer to the printer group of G2, and two Printer universal driver VPD1, VPD2 to specify the roaming range. Which means the 1 f users on VPD1 print job, only three machine output in 1 f, 2 f users in VPD2 print work, only on the two machines of 2 f output.

As shown:





9.2 Add printer Groups

Click add, and select a server group, and fill the printing Group name.

🛔 All Printe	r Groups
Printer Group Nam	e 1F_PrintGroup
PrinterGroup In Se	rver PU-Tes-Server
Add	Cancel

9.3 Configure the virtual printer corresponding groups

Assign printers in certain server to server groups.



🛔 All Printer Groups		
Printer Group Name	1F_PrintGroup	
PrinterGroup In Server	PU-Tes-Server	
Select Associated Printer(s)	All Printers Kyocera KM-3040 KX (1) TOSHIBA Universal Printer 2 PrintUsage Universal Driver	Selected Printer(s) Kyocera KM-3040 KX (1) TOSHIBA Universal Printer 2 <==

Submit Cancel

After configuration, 1F, 2F printer groups as follows:

🛔 All Printer Groups

		Printer Group Name
	1F_Print0	Group
	2F_Print@	Group
Add	Delete	This printer group contains 2 entity printer(s): Kyocera KM-3040 KX (1) TOSHIBA Universal Printer 2

9.4 Assign printer Groups to the corresponding virtual printer

Status	Printer M	Name	Server Name	Capture Print Content	Overwrite Color Mode
۲	Kyocera KM-304	0 KX (1)	PU-Tes-Server	Image	Auto
۲	PrintUsage Unive	ersal Driver	PU-Tes-Server	Image	Auto
۲	PU_VpD1		PU-Tes-Server	Image	Auto
۲	PU_VPD2		PU-Tes-Server	Image	Auto
-	TOSHIBA University	sal Printer 2	PU-Tes-Server	Image	Auto
			•	Total (5)	

Enter the page of all printers, click a virtual printer.

Checked"Whether is virtual printer";select Printer groups;Other configuration same as roaming print, please refer to section 7.



Corresponding group entity printers' configuration, you need to refer section 7, "Configuring PrintUsage Universal Driver roaming print."

General Use	rs Time File Type
Printer Name	PU_Vp01
Whether is virtual printer	
Printer In Group	IF_PrintGroup 2F_PrintGroup
Monitor Mode	Normal
Printer Model	•
Printer Host Name	
Printer IP Address	192.168.119.108
MFP Serial Number	
Card Reader URI	
Printer Page Header and	Set
Footer	Sec
Printer Watermark	Set
Bookmark	Set
Monitoring Activated	
Manually Audited	
Key Word	Set
Swipe and Print	
Swipe to Login	
Follow Me Print	
Overwrite Color Mode	Auto
Enable Detail Analysis	

9.5 Finish the configuration

After finish the configuration, users on the server can only see PU_VPD1 and PU_VPD2, through PU_VPD1 print job can only output on 1 f three machines, but can't output on 2 f two machines.



10. Configure PrintUsage Swipe and Print

10.1 Find a printer

Click "All Printers", Click on the printer name need to Swipe and Print;



10.2 Configure Printers

Filled the Card Reader URI IP address; checked "Swipe and Print "option;



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General	Users	Time
Printer Name	Kyocera TAS	Kalfa 400ci
Whether is virtual prin	ter 🗖	
Monitor Mode	Normal	•
Printer Model		•
Printer Host Name		
Printer IP Address		
MFP Serial Number		
Card Reader URI	192.168.120	.10
Printer Banner	Set	
Bookmark	Set	
Monitoring Activated		
Manually Audited		
Swipe and Print		

10.3 Save and exit

Click"Save", Click"OK";



Save	
Save As Templa	ie



10.4 Set Swipe and Print for user groups

Click "All Groups", Click on the User Group names which need to "Swipe and Print";

Home	🛔 Group	List	
Server			
droups		Group Name	Total Users
All Groups All Users		admin\FIN	11
» Add Balance		admin\HR	5
🗾 Report		Engineering	10
M Options		мс	6
Logs		Total	32
? Help	Add	Delete Delete	: Ali

10.5 Configure User Groups

Select Swipe and Print-"Yes";Click"Save";Click"Ok";



http://www.printusagepro.com

🛔 Group Properties

Caracter	Deister	T'	E 'le T ome	Queta
General	Printer	Time	File Туре	Quota
Group Name	Engineering			
Total Users	10			
Default Quota	¥100.000			
Total Jobs	0			
Total Pages	0			
Total Cost	¥0.000			
Audit	No 💌			
Swipe and Print	Yes 💌			
Follow Me Print	No 💌			
Description			▲ ▼	
Save				
Save As Template				
Follow Me Print	Messag	ge from webpage	×	
Description		Save Successful	!!	*
Save		ОК		
Save As Templa	ite			

10.6 User print steps

The user print jobs that will be paused;



Hyocera TASKalfa 400ci	User p	rint sta	04			
Printer Document View						
Document Name	Status	Owner	Pages	Size	Submitted	Port
π Test Page	Paused	blair	1	104 KB	11:37:43 2014/10/17	
						•
1 document(s) in queue						

10.7 Printed documents management

At the same time users can login PrintUsage to manage the paused jobs; Click"Printing Jobs";

Logged in as: t	olair		
Balance	¥100.000	Total Jobs	0
Quota	¥100.000	Total Pages	0
Quota Type	Unlimited For Printing	Total Cost	¥0.000
* Click the reje	ected document name to view	rejection reasons	

10.8 Cancel print jobs in print queue

Selected "Card Release"; Click "Search"; selected the print tasks click "Deny" to cancel print jobs;

								User's Query Data							
Logged in	n as: bla	air								Change Pass	word	Printlog List	Prin	ting Jobs I	Log
Balance		¥100.	000		Total Jobs	0									
Quota		¥100.	000		Total Page	s 0									
Quota Ty	/pe	Unlim	ited For I	Printing	Total Cost	¥0.000									
									🔘 Ма	nual Audit 🔍 Clie	nt Audit 🖲 Ca	ird Release 🔘	Follow Me	Search	
		Use	er	Compute	er	Submis	sion Time	Printer	Document	Content	Pages	Copies	Paper	Duplex	
V	blair			BLAIR	10/	17/2014 11:37:4	3 AM	Kyocera TASKalfa 400ci	Test Page	٩	1	1	A4	Single	٦
C)eny		Refr	esh											

10.9 Card release

The user to the card reader swipe card can print out the manuscripts;





10.10 How to release for user without card

User can inform the administrator manually release Print jobs when he/she forget to take card; Administrator login and click "Logs"-"Paused Jobs";Selected "Card Release";Click "Search";Selected the print tasks;Click "Allow "will be Ok;

										Log	in: admin
畲	Home	🛔 Paused Jo	bs								
	Server		User	Computer	Printer	🔍 Manual Audit 🔍 🤇	Client Audit 🖲	Card Relea:	se 🖱 Follov	v Me	Search
-	Groups		Computer	Submission Time	Printer	Document	Content	Pages	Conies	Paner	Dunley
	Report	blair	BLAIR	10/17/2014 11:37:43 AM	Kyocera TASKalfa 400ci	Test Page	Q	1	1	A4	Single
*	Options				1 Print Logs loaded						
	Logs										
×	Print Logs Paused Jobs	Allow	Deny	Refresh							
×	System Log										
?	Help										
	Change Password										
0	Logout										

11. Configure PrintUsage Manual Audit

11.1 Find printers need to configure manual audit

Click"All Printers"-choose the printer and click the name which need to set "manual audit";

合	Home	A. 1	Printer	List			
	Server			Server	Monitor Mode	V Pr	inter Name
» »	All Servers All Printers		Status	Printer Name	Server Name	Capture Print Content	Overwrite Color Mode
»	All Printer Groups		•	KONICA MINOLTA C364SeriesPCL	PU-Tes-Server	Image	Auto
»	PU-Tes-Server		۲	Kyocera KM-3040 KX	PU-Tes-Server	Image	Auto
- 4	Groups			Kyocera TASKalfa 400ci	PU-Tes-Server	Image	Auto
	Report		•	PrintUsage Universal Driver	PU-Tes-Server	Image	Auto
-	Options		۲	TOSHIBA Universal Printer 2	PU-Tes-Server	Image	Auto
	Logs					Total (5)	
?	Help		Add	Manual Add Delete	Delete	All Refresh	Batch Setting

Checked "Manually Audited";Click "Save",Click "Ok";



http://www.printusagepro.com

🚠 Printer Properties

General	Users Time
Printer Name	TOSHIBA Universal Printer 2
Whether is virtual printer	
Monitor Mode	Normal
Printer Model	•
Printer Host Name	
Printer IP Address	
MFP Serial Number	
Card Reader URI	
Printer Banner	Set
Bookmark	Set
Monitoring Activated	
Manually Audited	
Date Added	10/17/2014 11:36:32 AM
Printer Consumables	Message from webpage
Printer Description	Save Successful!
Save	ОК
Save As Template	

11.2 Found Manual audit user groups

Click"Groups"-"All Groups";Click need to the manual audit User Groups;

PRINTUSAGE	Pro	http://v	www.printusagepro.com
Home	🛔 Group	List	
Server			
Groups		Group Name	Total Users
All Groups All Users		admin\FIN	11
» Add Balance		admin\HR	5
Report		Engineering	10
M Options		МС	6
📃 Logs		Total	32
? Help	Add	Delete Delete	e All

11.3 Configure manual audit

Audit selected "Yes"; Click "Save", Click "Ok";

🛔 Group Prope	rties			
General	Printer	Time	File Type	Quota
Group Name	Engineering			
Total Users	10			
Default Quota	¥100.000			
Total Jobs	0			
Total Pages	0			
Total Cost	¥0.000			
Audit	Yes 💌	_		
Swipe and Print	No 💌	Message	from webpage	
Follow Me Print	No 🔻	4	Save Successful!	
Description			ОК	
Save				
Save As Template				



11.4 After printing the client Page

The client through the Shared printer to print, the queue display the print task has paused;

TOSHIBA Universal Printer 2	t Page				
Printer Document View					
Document Name	Status	Owner	Pages	Size	Submitted
Microsoft Word - PrintUsage Print Monitor system software V4.0 rapid Configuration Guide.docx	Paused	blair -	54	100 MB	13:41:47 2014/10/17
I decompetible queue					•
L document(s) in queue					

11.5 Reviewer approval Page

Reviewers login system, Click"Logs"-"Paused Jobs"; Checked"Manual Audit"; Click"Search";

Selected the jobs need to be released; According to the situation click "Allow "or "Deny".

Reviewers click "Allow", printed jobs will from the printer out of papers.

Reviewers click "Deny", printed jobs will be cancelled. Printed jobs in the log at the same time record as "reject".

Ve Search
M e Search
M e Search
Paper Duplex
A4 Duplex
ouplet

11.6 Ordinary users process their jobs

a.) Users login PrintUsage with their own account;



http://www.printusagepro.com

 Print content recording (Enterprise version only) Swpe and Print, ID Card Authentication LDAP support for integration with user accounts from an existing network Powerful quota management and document auditing, both automatic and manual Compatible with all major printer brands Support for an unrestricted number of printers and user accounts Report generation Full integration with Mubi-Function Printers

ogged in as: bla	air		
lance	¥100.000	Total Jobs	0
	¥100.000	Total Pages	0
Quota Type	Unlimited For Printing	Total Cost	¥0.000
* Click the rejec	ted document name to view	v rejection reasons	

c.) Select "Manual Audit"; Click "Search "button; selected the jobs need to refuse; Click "Deny "will delete printed jobs.

			osers query be	ata				
					Change Passwor	d i	Printlog List	Print
10	Total Jobs	0						
10	Total Pages	0						
d For Printing	Total Cost	¥0.000						
				Manua	Audit 🔍 Client A	udit 🖱 Card	Release 🖱 F	ollow Me
Computer	S	Submission Time	Printer	Document	Content	Pages	Copies	Paper
BLAIR	10/17/201	4 1:41:47 PM	TOSHIBA Universal Printer 2	Microsoft Word	٩	54	1	A4
0	00 100 100 100 100 100 100 100	00 Total Jobs 100 Total Pages 124 For Printing Total Cost Computer \$ 8LAIR 10/17/201	00 Total Jobs 0 00 Total Pages 0 red For Printing Total Cost ¥0.000 Computer Submission Time BLAIR 10/17/2014 1:41:47 PM	00 Total Jobs 0 00 Total Pages 0 red For Printing Total Cost ¥0.000 Computer Submission Time Printer BLAIR 10/17/2014 1:41:47 PM TOSHIBA Universal Printer 2	00 Total Jobs 0 00 Total Pages 0 ted For Printing Total Cost ¥0.000 Image: Computer Submission Time Printer Document 8LAIR 10/17/2014 1:41:47 PM TOSHIBA Universal Printer 2 Microsoft Word	00 Total Jobs 0 00 Total Pages 0 120 FP Printing Total Cast V0.000 Image: Computer Submission Time Printer Document Content 8 BAIR 10/17/2014 1:41:47 PM TOSHIBA Universal Printer 2 Microsoft Word Image: Content	Olive Total Jobs 0 00 Total Pages 0 ted For Printing Total Cost 40.000 Example Computer Submission Time Printer Document Content Pages 8LAIR 10/17/2014 1:41:47 PM TOSHIBA Universal Printer 2 Microsoft Word S4	00 Total Jobs 0 <t< td=""></t<>

12. Options (add) Roles

12.1 Enter the role management page

Expand the "Options"-"Roles";





12.2 Options(add)Roles

Click"Add";Enter the role name, role description; Click "Save";

🛔 Roles	
Add	Delete
🛔 Roles	
Role Name	sales department
Role Description	The sales department printed l
Save	Cancel

Return to add roles page,Click "Assign";Checked the departments need to be manually audit;According to the permissions needed to check "Manual Audit "(If the roles need to approval authority,must be checked "Edit"),"Print Report" and "Print Content";next click "Save "and click "Ok";



Select	Role Name	Role Description	Assign Rights
	sales department	The sales department printed works	Assign Rights

🛔 Role Rights	🛔 Role Rights								
	Rights Description								
🔲 View 🔲 Edit	Blair	Print Server							
🔲 View 🔲 Edit	Kyocera TASKalfa 400ci	Printer							
🔲 View 🔲 Edit	TOSHIBA Universal Printer 2	Printer							
🔲 View 🔲 Edit	admin\FIN	User Group							
🔲 View 🔲 Edit	admin\HR	User Group							
🔲 View 🔲 Edit	Engineering	User Group							
🔲 View 🔲 Edit	MC	User Group							
🔲 View 🔲 Edit	Test	User Group							
🗖 View 🔲 Edit	Temp	User Group							
🔲 View 🔲 Edit	Manual Audit								
🔲 View 🔲 Edit	Print Report								
🔲 View 🔲 Edit	Print Content								

13. Options(add)Administrator

Cancel

13.1 Add administrators

Save

Expand the "Options"-"Administrator";Click"Add";

Ć	PRINTUSAGE Enterprise 4.0	Pro		http://www.printusagepro.com
ŵ	Home	🔒 Administr	ator	
	Server			
-	Groups	Add	Delete	
	Report			
*	Options			
»	Registration			
*	Template			
»	Administrator			
»	Roles			
»	Paper Type			
»	File Type			
»	Notification			
»	Data Maintenance			
*	Advanced Options			
»	WebSites			

13.2 Assigned administrators allocation

Selected "All Groups"-"All users"-Click on the arrow to import; The user will display in the "select user "tab; Whether the system administrator to choose "no"; Click on the submit button;

🛔 Add Administr	ator		
	Groups	Users	Select Users
	admin\FIN admin\HR Engineering MC	Jimmy Leonard (Leonard Knox)	Leonard (Leonard Knox)
	Test		
Username			==>
			<==
System Administrator	© Yes [●] No		
Submit	Cancel		

Return to the Add Administrator page, Find the administrator account click "Role(s) ";

Administrator

Username
Real Name

Last Login Date

Role(s)

Add

Delete

Add

Delete

Add

Delete

Add

Delete

Add

Delete

State

State

Delete

Check the corresponding "Roles";Click"Save";

Return to the Add administrator page, it will display its corresponding role;



14. Configure users Notification

14.1 Email notifications

Select Options-User Notifications, Check the timing need to be reminded , Add the contents need to be reminded, Check the object needs to send Email, Set email basic properties, Click submit button

企	Home	Luser Notifications			
	Server	Notify When Printing Starts Use E-mail			PrinterName
-	Groups	{StartPrint} (PrinterServer):%PrinterServer% (PrinterName):%PrinterName%	* III	<<	Computer User Document
	Report	{User}:%User% {Document}%,Copies}:%Copies%,{TotalPages}:%TotalPages% {TotalCost}:%TotalCost%	-		TotalCosc TotalPages Copies
*	Options	Notify When Printing Ends Use E-mail			PaperSize
» »	Registration Template Administrator	{PrintSuccess} {PrinterName}%PrinterName% {PrinterServer}%PrinterServer% {User}%User%	* III	<<	Color Duplex UnitCost TotalCost
»	Roles	{PagesPrinted}:%PagesPrinted%	-		Balance
»	Paper Type	V Notify If Printing Faik Use E-mail			
»	File Type	{PrinterServer}:%PrinterServer%	-		
»	Notification	{Computer}:%Computer%		<<	
» »	Advanced Options	(Josef): %05887% (TotalPages):%6 TotalPages% (PagesPrinted):%0PagesPrinted%	-		
	Logs	✓ Notify If Need Audit I Use E-mail			
?	Help	(Troductional):%PrinterName% (User):%User% (TotalPanes):%FortalPanes%	ш	<<	
Î	Change Password	{Document}:%Document%	-		
0	Logout	Notify Audit Result Use E-mail ManualAuditResult)% VinterName)% VinterName)% Viser% TotalPages)%% TotalPages% Document)% Document% ManualAuditBv0%	4 III +	<<	



Notify Administrator	
Notify System Administrator	
Notify User	
Mail Title	PrintUsagePro Notification
Sender's E-mail Address	blair@test.com
Mail From	PuPro_Notification
SMTP Server Address	mail.test.com
SMTP Account Name	blair@test.com
SMTP Account Password	•••••
Enable SSL	



Select "Groups"—"All Users", Select the user name need to be reminded, Fill the email address and Notification Language, Click "save".

企	Home	 Jser List									
	Server						Group Name Test		Username		
-	Groups						Card ID		MFP Login ID		Search
»	All Groups	Username	Full Name	Group Name	Card ID	Available Balance	Quota	Total Jobs	Total Pages	Total Cost	Change Password
» »	All Users Add Balance	Blair	Blair	Test		¥100.000	Unlimited For Printing	0	0	¥0.000	Change Password
	Report	Jimmy	Jimmy	Test		¥100.000	Unlimited For Printing	0	0	¥0.000	Change Password
*	Options	Add	Delete	Backup	Delete Al	Batch Setting					
	Logs										
?	Help										
Ŷ	Change Password										
0	Logout										



🚠 User Properties						
General	Printer	Time	File Type	Quota	Functions	Password
Username	Blair					
User Full Name	Blair					
Card ID			<<		Refres	h
E-mail Address	blair@test.com					
Notification Language	English	•				
Capture Print Content						
Monitoring Activated						
Receiving Mail Notifications						
Manually Audited	Inherited 💌					
Swipe and Print	Inherited 💌					
Follow Me Print	Inherited 💌					
Available Balance	100.000	Add	0			
Default Quota	100.000					
Over Quota	0.000					
Group Name	Test 💌					
Total Jobs	0					
Total Pages	0					
Total Cost	¥0.000					



After setting the configuration of the Email will receive the notifications like below,

PrintUsagePro								
PrintFail	PrintFail							
Printer Name TOSHIBA Universal Printer 2								
Print Server	Blain							
Computer	BLAIR							
User Name	blair							
TotalPages	1							
ResultDesc	Out of time							
Balance	100.000							

14.2 Client Reminder

Select "Options"-"Advanced Options", Checked Enable Client and Enable Client Reminder, Click "Save".

Ć	PRINTU Enterprise 4.0	SAGE Pro			http://ww	vw.printusage	pro.com
合	Home	Advanced Option	s				
	Server	Settings for Card Reader					
-	Groups	Card Number Algorithm	Please Choose	e 🔻	Algorithm Example		
	Report	Original Card ID			Refresh		
*	Options	Target Card ID			Trial		
»	Registration	Card Reader IP for Charge					
» »	Template Administrator	Settings for Advanced Fu	nctions				
»	Roles	Enable View Content					
»	File Type	Enable Multiple Group					
» »	Notification Data Maintenance	Enable Client					
× E	Advanced Options	Enable Client Reminder	V				
, end of the second sec	logs	Only Charge on project					
		Enable Project					
	нер	Enable Agent					
	Change Password	Enable Re-print					
	Logout	Use Domain Account Login					
		Domain		٦			
				_			
Setti	ngs for Display						
Curre	ncy Symbol	¥					
Use F	ull Name in Report						
Othe	r						
Hold J	Job For Paused Jobs						
(Time	e Interval)	12:00:00					
Turn	off Automatic Sync	Turn off Automatic Sync					
			_				

Save

Open management home page in the client, Download and install the client.

 Key Features Print content recording (Enter Swipe and Print, ID Card Auti LDAP support for integration from an existing network Powerful quota management auditing, both automatic and mar Compatible with all major print Support for an unrestricted in user accounts Report generation Ful integration with Mubi-Fund 	prise version only) hertication with user accounts and document ual ter brands umber of printers and ton Printers
Viser accounts	tion Printers

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J.	
PRINTUSAGE	Secure Printing Green Office
	Save Password 📃 Auto Login
	Login

After the installation complete, pallet will display PrintUsage client icon.



After Printing an error jobs will receive the client reminds:



instructions:

Remind types including when printing error, the print jobs need to swipe or need to audit, and print jobs manual audit result is pass or fail, printing out papers successful.



15. Set the billing

15.1 Simple billing

Select "Server"- "All Servers", Select a server, switch to Charging tab, select Simple Charging Mode, set each unit fees, Click "Save"

_									
畲	Home	A Print Servers							
	Server						Serv	er Name	Search
×	All Servers All Printers	E Status	Server Name	Name Service Control Total			Total Jobs	Total Pages	Total Cost
» »	All Printer Groups		PU-Tes-Server		•	5	365	840	¥159.200
»	PU-Tes-Server		Total			5	365	840	¥159.200
*	Groups		olate Delate A						
	Report	Add D	elete Delete A						
	Homo								
	Home	Server Prop	erties						
88	Server	General	lisers	Time	Ele Type	Charging	Printer		
» »	All Servers All Printers	Dense Tree and	Channing		ПСТурс		Eunctions	Ŧ.,	
»	All Printer Groups	Paper Type and	Charging				runcuons	Tel	mpiate: Server Setup
»	BlairChen		Pap	er Unit Price 0.01					
- 4	Groups	Simple Charging N	1ode Prir	nt Mono Fee 0.100	Print Color	Fee 0.500	opy Mono Fee 0.100	Copy Color Fee 0.500	
	Report		Sca	an Mono Fee 0.000	Scan Color	Fee 0.000	Fax Recieve 0.000	Fax Send 0.000	
-0-	Ontions	By Area Charging	Prir Mode (dm²)	nt Mono Fee 0.100	Print Color	Fee 0.500	Copy Mono Fee 0.100	Copy Color Fee 0.500]
	options	C Atlantic Charrie	Sca	an Mono Fee 0.000	Scan Color	Hee 0.000	-ax Recieve	Fax Send 0.000]
	Logs	C Advanced Chargin	g mode Sin	ow raper type					
?	Help	Beduce by percentage	0.000 %						
Î	Change Password	recute by percentage	10000						
\bigcirc	Logout	Save							
		Save As Template					Server	Setup 💌	Apply Template

instructions:

Cost = (Paper fee + black and white / color fee) * copies *paper of each copies

15.2 Charging By Area Mode

Select "Server"- All Servers", Select a server, switch to Charging tab, select By Area Charging Mode, set each unit fees, Click "Save"

Home	🛔 Print	t Servers						
Server						Serve	r Name	Search
All Servers All Printers	Ε	Status	Server Name	Service Control	Total Printers	Total Jobs	Total Pages	Total Cost
 All Printer Groups Consumables 		۲	PU-Tes-Server		5	365	840	¥159.200
» PU-Tes-Server			Total		5	365	840	¥159.200
Groups								
🗾 Report	Add	De	lete Delete All					



ŵ	Home	Server Properties					
	Server						
»	All Servers	General Users	Time	File Type	Charging	Printer	
>> >>	All Printers All Printer Groups	Paper Type and Charging				Functions	Template: Server Setup
»	Consumables						
»	BlairChen		Paper Unit Price 0.01				
	Groups	Simple Charging Mode	Print Mono Fee 0.100	Print Color F	ee 0.500	Copy Mono Fee 0.100	Copy Color Fee 0.500
	Report		Scan Mono Fee 0.000	Scan Color F	-ee [0.000	Fax Recieve 0.000	
- An		By Area Charging Mode (dm ²)	Print Mono Fee 0.100	Print Color F	ee 0.500	Copy Mono Fee 0.100	Copy Color Fee 0.500
	opuons		Scan Mono Fee 0.000	Scan Color H	-ee 0.000	Fax Recieve 0.000	Fax Send 0.000
	Logs	Advanced Charging Mode	Show Paper Type				
?	Help	Duplex Setting					
	Change Password	Reduce by percentage 0.000 %					
0	Logout	Save					
		Save As Template				Serve	r Setup Apply Template

instructions:

```
Cost= (Print the single side required area / area fee) * Papers number of each copies *Copies
```

15.3 Advanced Charging Mode

Select "Server"-" All Servers", Select a server, switch to Charging tab, select Advanced Charging Mode, select the print paper types, set Paper Unit Fee, Click Save.

Home	👗 Print	Servers						
Server						Server	Name	Search
All Servers All Printers		Status	Server Name	Service Control	Total Printers	Total Jobs	Total Pages	Total Cost
All Printer Groups Consumables		۲	PU-Tes-Server		5	365	840	¥159.200
» PU-Tes-Server			Total		5	365	840	¥159.200
Groups								
Report	Add	D	elete Delete All					



ŝ	Home	# s	erver Prop	erties					
	Server								
» » »	All Servers All Printers All Printer Groups	Ge Paj	eneral Der Type and	Users Charging	Time	File Type	Charging	Printer Functions	
» » »	Consumables BU2HELENGUO-PC PU-Tes-Server BlairChen Groups	© Sin	nple Charging M Area Charging	lode Mode (dm²)	Paper Unit Price Print Mono Fee Scan Mono Fee Print Mono Fee	0.000 P 0.100 P 0 S 0.100 P	rint Color Fee 0.500 can Color Fee 0 rint Color Fee 0.500	Copy M Fax Rec Copy M	ono Fee 0.100 tieve 0 ono Fee 0.100
	Report			- 11- 4-	Juide Danes Tune				16ve 0.000
*	Options	O Ad	vanced Chargin	g Mode	Hide Paper Type				
	Logs	Selec	t Paper	Туре	Paper Size (mm)	Paper Unit Pric	e Print Mono Fee	Print Color Fee	Copy Mono Fee
?	Help		A3		W:297.000,H:420.000	0.000	0.100	0.500	0.100
	Change Deceword		A4		W:210.000,H:297.000	0.000	0.100	0.500	0.100
			A5		W:148.000,H:210.000	0.000	0.100	0.500	0.100
U	Logout		A6		W:105.000,H:144.000	0.000	0.100	0.500	0.100
			B4		W:250.000,H:353.000	0.000	0.100	0.500	0.100
			B5		W:176.000,H:250.000	0.000	0.100	0.500	0.100
			16K		W:197.000,H:273.000	0.000	0.100	0.500	0.100
			LETTER		W:216.000,H:279.000	0.000	0.100	0.500	0.100
			Allow Other I	Paper Type	W:0,H:0	0.000	0.100	0.500	0.100
		<					III		
		Duplex Reduce	Setting by percentag	e 0.000	%				
		Save	As Template						

instructions:

Cost =((A3 Paper Unit Fee+A3 black and white / color fee)* pager numbers of A3 in Single copy+(A4 Paper Unit Fee+ A4 black and white / color fee)* pager numbers of A4 in Single copy+(other type Paper Unit Fee + other type black and white / color fee)* pager numbers of other type in Single copy)*Copies

16. Set the printer limitation

16.1 Settings Overview

The user can according to the server / printer, the user group / user Set respectively, the printer inherit the server Settings, the user inherit user group Settings. You can respectively setting the user/printers, print time, File Type, Charging, printer functions.



16.2 User/printer limitation

Select "Server"- "All Printers", Select one printer, Switch to Users tab, cancel Inherit , select "Deny all users", Click add button, Click Search, Select the user that needed to filter, Click add button, Click Save button.

								
命	Home	🚠 P	rinter	List				
	Server			Server	-	Monitor Mode	💌 Pr	inter Name
» All Servers			Status Printer Name			Server Name	Capture Print Content	Overwrite Color Mode
" 》	All Printers All Printer Groups		•	KONICA MINOLTA C3645	SeriesPCL	PU-Tes-Server	Image	Auto
» »	Consumables PU-Tes-Server		•	Kyocera KM-3040 KX		PU-Tes-Server	Image	Auto
- 4	Groups			Kvocera TASKalfa 400ci		PU-Tes-Server	Image	Auto
	Report		•	· PrintUsage Universal Drive	er	PU-Tes-Server	Image	Auto
				TOSHIBA Universal Printe	er 2	PU-Tes-Server	Image	Auto
	Options						Total (5)	<u> </u>
	Logs							
?	Help		Add	Manual Add	Delete	Delete	All Refresh	Batch Setting
Î	Change Password							
\bigcirc	Logout							
• •	wintow Deposition							
n P	rinter Properties							
_								
	General L	Jsers		Time	i i	ile Type	Charging	Printer
Cor	nfigure User Restriction	ns						Functions
	F							
By defa	ult 🔘 Authorize all users	s 🔍 Den	iy all us	ers				
Except	the following user(s)							
	Add Delet	e						
🗏 Inhe	Inherit							
S	Save							
Save	As Template							

4	Select I	Users			8					
Us	Username blair Group Name Search									
		Username	User Full Name	Group Name	Total Pages					
		Blair	Blair	Temp	0.000					
			Add							



A Printer Properties									
General Configure User	Users Time Restrictions	File Type Charging Fi	unctions						
By default Authorize all users Deny all users Except the following user(s)									
	Username	User Full Name	Group Name	Total Pages					
	Blair	Blair	Temp	0.000					
Add	Delete								
🔲 Inherit									
Save									
Save As Template	Save As Template								

After setting the print log will be displayed as:

blair Temp BLAIR 11/18/2014 4:03:10 PM Kyocera TASKalf Microsoft Word 🔍 Denied		blair		Temp	BLAIR	11/18/2014 4:03:10 PM	Kyocera TASKalf	Microsoft Word	٩	Denied
--	--	-------	--	------	-------	-----------------------	-----------------	----------------	---	--------

16.3 Print Time limitation

Select "Server"- "All Printers", select one printer, Switch to Time tab, unchecked Inherit, select type, set week value, set Time Zone, Click Apply, then click Save button.

企	Home	🚠 P	rinter	List			
	Server			Server	Monitor Mode	💌 Pri	inter Name
» »	All Servers All Printers		Status	Printer Name	Server Name	Capture Print Content	Overwrite Color Mode
×	All Printer Groups		-	KONICA MINOLTA C364SeriesPCL	PU-Tes-Server	Image	Auto
»	PU-Tes-Server		۲	Kyocera KM-3040 KX	PU-Tes-Server	Image	Auto
-	Groups			Kyocera TASKalfa 400ci	PU-Tes-Server	Image	Auto
	Report		-	PrintUsage Universal Driver	PU-Tes-Server	Image	Auto
*	Options		0	TOSHIBA Universal Printer 2	PU-Tes-Server	Image	Auto
	Logs					Total (5)	
?	Help		Add	Manual Add Delete	Delete	All Refresh	Batch Setting
	Change Password						
0	Logout						



http://www.printusagepro.com

🛔 Printer Pro	perties																									
General	Users	Time		File	Туре			Charg	ing		Fu	nctior	ns													
Specify Time R	estrictions																									
	Week		0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23
	Monday																									
	Tuesday																									
Wednesday																										
	Saturday																									
	Sunday																									
Туре	Deny																									
Week	Monday	•																								
Time Zone	12 - 17]																								
Apply																										
🔲 Inherit																										
Save																										
Save As Template																										

After setting the print log will be displayed as:

blair	Temp	BLAIR	11/18/2014 4:03:10 PM	Kyocera TASKalf	Microsoft Word	٩	Denied
Status			Denied				
Result D	escrip	tion	Out of time				

16.4 File Type limitation

Select "Server"- "All Printers", Select one Printer, Switch to File Type, cancel Inherit , Select "Allow all file types", Click Add, Select the type of document that needs to be filtered, Click Add, Click Save.

Home	A. 1	Printer	List						
Server			Server	Monitor Mode	Printer Name				
All Servers All Printers		Status	Printer Name	Server Name	Capture Print Content	Overwrite Color Mode			
» All Printer Groups		•	KONICA MINOLTA C364SeriesPCL	PU-Tes-Server	Image	Auto			
 PU-Tes-Server 		۲	Kyocera KM-3040 KX	PU-Tes-Server	Image	Auto			
📽 Groups		۲	Kyocera TASKalfa 400ci	PU-Tes-Server	Image	Auto			
🗾 Report		0	PrintUsage Universal Driver	PU-Tes-Server	Image	Auto			
M Options		۲	TOSHIBA Universal Printer 2	PU-Tes-Server	Image	Auto			
Logs					Total (5)				
? Help		Add	Manual Add Delete	Delete	All Refresh	Batch Setting			
Change Password									
O Logout									



🔒 Printer Propertie	S				
General Use	ers Time	File Type Ch	harging	Printer	
File Type Restrictions				Functions	
By default Allow all file type Except the following file type	pes [©] Deny all file types es				
Add De	ete				
Each print job size should no	ot exceed	0.000	KB (0 for un	limited)	
Total pages of each print jo	b should not exceed	0	(0 for unlimit	ted)	
Title should not contain			(Blank for no	o restriction; For multiple ke	y words, delimit each string with ";")
Each print job cost should n	ot exceed	0.000	(0 for unlimit	ted)	
Inherit					
E Intenc					
Save					
Printer Properties	5				
General Use	rs Time	File Type Cha	arging	Printer	
File Type Restrictions			F	unctions	
By default @ Allow all file has	a Den al fia ha a				
Except the following file type	s O Deny all file types				
Select		File Type Name		Extens	sion
	DOC			doc	
	XLS			xls	
Add Dele	ete				
Each print job size should no	t exceed	0.000	KB (0 for unlir	mited)	
Total pages of each print job	should not exceed	0	(0 for unlimite	ed)	
Title should not contain			(Blank for no	restriction; For multiple key	words, delimit each string with ";")
Each print job cost should no	ot exceed	0.000	0 for unlimite	ed)	
			-		
📖 Inherit					
Save					
Save As Template					

After setting the print log will be displayed as.

blair	Temp	BLAIR	11/18/2014 4:03:10 PM	Kyocera	TASKalf	Microsoft Word	٩	Denied
Status			Denied					
Result D	escript	ion	Out of file type	S				

instructions:



Can also set each print job size (produce SPL file size), page numbers, document contains keywords, print job cost not exceed.

Each print job size should not exceed	0.000	KB (0 for unlimited)
Total pages of each print job should not exceed	0	(0 for unlimited)
Title should not contain		(Blank for no restriction; For multiple key words, delimit each string with ";")
Each print job cost should not exceed	0.000	(0 for unlimited)

16.5 Charging

Quota is divided into two types: time quotas and manual quotas. If you enable print unlimited, the user to print is not influenced by the balance; If select time quotas or manual quotas , When user's balance is less than the cost of the print jobs, the print jobs would be rejected.

Select "Groups"- "All Users", select one user, switch to Quota type, cancel Inherit setting, select Quota Cycle Type, set user Quota, Click Save button.

畲	Home	Δ.	Jser List									
88	Server							Group Name Test	-	Username		
-	Groups							Card ID		MFP Login ID		Search
»	All Groups		Username	Full Name	Group Name	Card ID	Available Balance	Quota	Total Jobs	Total Pages	Total Cost	Change Password
» »	All Users Add Balance		Blair	Blair	Test		¥100.000	Unlimited For Printing	0	0	¥0.000	Change Password
	Report		Jimmy	Jimmy	Test		¥100.000	Unlimited For Printing	0	0	¥0.000	Change Password
-	Options											
	Logs		Add	Delete	Backup	Delete All	Batch Setting					
	u											
	нер											
Ŷ	Change Password											
\bigcirc	Logout											

🛔 User Properties						
General	Printer	Time	File Type	Quota	Printer	Change
Configure Quota						
Quota Quota Cycle Type Allow Printing Over Quota	48.000 Manual Qu Over Quo	uota [©] Daily [©] Weekl ta Printing Type Amou	v ● Monthly ○ Quarte	erly	d For Printing	
🗐 Inherit						

With these settings at the beginning of each month the system will assign 48 Yuan printing costs to user Blair's account, if the user's jobs below the balance of the printing costs, the print jobs will be rejected.

After setting the account balance and print log display as:

Available Balance	0.5	Add	0
Default Quota	48.000		
Over Quota	0.000		



You can also give users to set over drafts.

16.6 Printer Functions limitation

Select "Groups"- "All Users" ,select one user,switch to Printer functions tab,cancel Inherit,Choose the allowed printer functions, Click Save button.

企	Home	Δ.	Jser List									
	Server							Group Name Test	•	Username		
-	Groups							Card ID		MFP Login ID		Search
»	All Groups		Username	Full Name	Group Name	Card ID	Available Balance	Quota	Total Jobs	Total Pages	Total Cost	Change Password
» »	All Users Add Balance		Blair	Blair	Test		¥100.000	Unlimited For Printing	0	0	¥0.000	Change Password
	Report		Jimmy	Jimmy	Test		¥100.000	Unlimited For Printing	0	0	¥0.000	Change Password
*	Options		Add	Delete	Backup	Delete All	Batch Setting					
	Logs											
?	Help											
Ŷ	Change Password											
0	Logout											

🔒 User Properties													
General	Printer	Time	File Type	Quota	Printer								
Printer Function Restrictions													
🗖 Color Copy 🖉 Mono Copy 🗖 Color Print 🖉 Mono Print 🖉 Scan 🖉 Fax													
🔲 Inherit													
Save													

After setting the print log will be displayed as:

blair	Temp	BLAIR	11/18/2014 4:03:10	PM Ky	ocera	TASKalf	Microsoft Word	٩	Denied
Status		Denied	Denied						
Result Description		Out of Print	Out of Printer Function						