



## Configuration Guide

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PrintSuperVision Configuration Guide

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# Notes, Cautions and Warnings

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**Note**

*A note provides additional information to supplement the main text.*

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**CAUTION!**

**A caution provides additional information which, if ignored, may result in equipment malfunction or damage.**

**WARNING!**

**A warning provides additional information which, if ignored, may result in a risk of personal injury.**

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# Introduction

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PrintSuperVision (referred to as PSV throughout this document) is a Windows server application designed for managing and monitoring network connected printing and copying devices. The core application is server-based and is accessible from any browser enabled device connected to the network. Popular browsers supported include Internet Explorer, Mozilla and Opera.

The application is available in two editions: Professional Edition and Enterprise Edition.

The Professional Edition is a subset of the Enterprise edition and shares the same menu structure and many of the same features. Notations will be made throughout the document to indicate differences between the Enterprise and Professional Editions.

The only major feature in the Professional Edition that does not exist in the Enterprise Edition is the single-user Easy Configuration option. The single user option can be installed in a "non server configuration" on network-connected laptops and desktops.

The single-user Easy Configuration option allows users to check status of supply levels, monitor consumable life remaining and printed page counts while providing the ability to order supplies on-line. The easy configuration option is designed for very small offices and does not support the automatic delivery of device Alerts through email.

Some of the common features of both PSV Professional and Enterprise Editions include:

- Discovers and configures devices
- Helps pinpoint devices on the network
- Assists in remote trouble shooting
- Automatically identifies device status and can email alerts
- Produces reports and automatically delivers them via email
- On-line supplies and consumable ordering (configurable by region)

# New Names/New Editions

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PSV Version 3.6 introduces two new editions that better support various size organizations.

- The Professional Edition is designed for small and mid-size organizations with just a few or several hundred print/copy devices. It is generally installed on a centrally located Windows server accessible from any browser-enabled device.

The professional edition also offers the choice to install a single-user "Easy Configuration" option that does not require a server and can be installed on a XP or Vista class Windows laptop or desktop that is connected to the network.

- The Enterprise Edition is designed to monitor and manage several thousand print/copy devices within large organizations with features and functionality required by sophisticated IT organizations.

Both editions have similar base functionality and a consistent look-and-feel. Each edition supports 32 and 64-bit versions of Windows XP, Vista and Windows Server 2000/2003.

Upgrades can be easily performed from older versions of PrintSuperVision to version 3.6 or from the Professional edition to the Enterprise Edition without loss of data.

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## **Note**

*Upgrading from the Single-user Easy Configuration Option to the standard Professional Edition requires re-running the PSV Setup Utility and selecting Professional Edition.*

---

# Installation

To install PrintSuperVision Enterprise Edition, place the CD in the appropriate drive and wait for it to auto-run. A standard licensing agreement is presented.

To install PrintSuperVision Professional Edition, locate the executable file that was downloaded from the Oki website, and click on it. A standard licensing agreement is presented.

If you agree with the license agreement click **Next**.

The PSV Enterprise Edition CD contains the PrintSuperVision application, an optional version of SQL Server 2005 Express Edition, an optional version of SQL Server Compact Edition version 3.5 and the .NET 2.0 framework.

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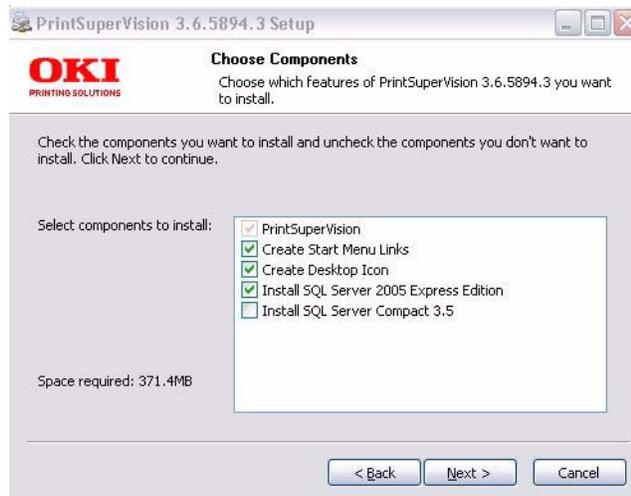
## Note

*The PSV Enterprise Edition installer will look for a compatible version of .NET installed on the server during installation. If .NET 2.0 or higher is found, the installer will not attempt to install the .NET framework. If an older version of .NET is found (below version 2.0), PSV will install .NET 2.0.*

---

The .NET Framework or SQL Compact Edition 3.5 is not included in the PSV Professional Edition installer, both of which can be downloaded from the web.

For PSV Enterprise edition, select the desired components to install and click **Next**.



If the SQL modules listed in the screen above are not checked and therefore not installed, you will still be able to use a built-in Microsoft Access database that installs automatically with the PSV application.

PSV Professional Edition does not include SQL Server 2005 Express Edition as an optional component.

# Setup and Configuration

Immediately following installation, the PSV setup tool is launched. Follow the step by step process to configure PrintSuperVision. Keep in mind that many of the configuration options are also available from within the PSV application so it is not imperative to complete all settings during the setup process.

You may also return to the PSV Setup Tool at any time. It is available from the Windows Start menu by going to **All Programs > PrintSuperVision > PrintSuperVision Setup**.

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## Note

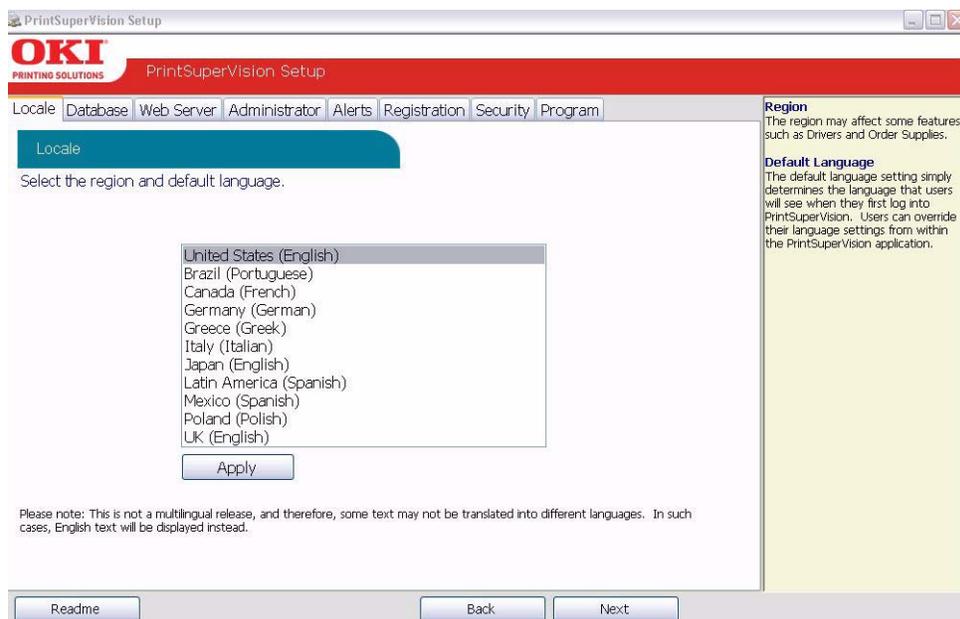
*Certain changes using the PSV setup tool can only be made when the web application and "PSV Engine" services are not running. For example, in order to change the web server component from "embedded" to "IIS" the web service application must not be running.*

---

## Selecting a Default Location/Language

1. The PSV setup tool displays the location/language selection screen first.
2. Select a default location/language for all users.
3. Click **Apply** and **Next**.

Each user can later change his/her language preference from their browser. Use caution when selecting the desired language since it is changed immediately (but will not be applied until the user clicks **Apply**). If you are not familiar with the language selected, it may be difficult to return to your native language.



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**Note**

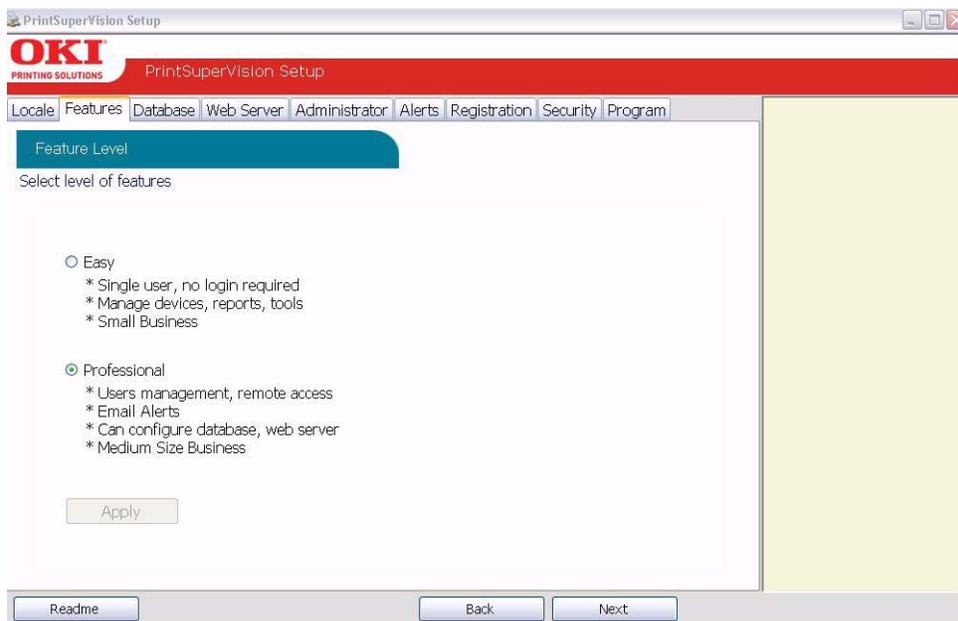
*The location/language selected has an effect on enabling or disabling the On-Line supplies ordering feature in PSV. Selecting "United States" will enable the On-Line ordering feature while selecting any other location disables the ability to order supplies on-line from within the application.*

---

## Optional Easy Configuration (PSV Professional Edition Only)

The Features tab is not included in PSV Enterprise Edition.

After choosing a language and clicking **Next** you will be prompted to select the single-user "Easy" configuration or the standard server-based PSV Professional configuration located in the Features Tab.



Select the desired configuration and click **Apply** and **Next**.

## Selecting a Database

The next step is to select the type of database you would like to use with Print SuperVision. Both editions of PrintSuperVision utilize a built-in Microsoft Access database but you can choose other options as well.

If you do not wish to use the built in Access database, PSV provides an option to install and select SQL Compact Edition 3.5 (supported in the Pro version) as well as SQL Server 2005 Express edition

from the Enterprise edition. Both versions of SQL are provided on the PSV Enterprise Edition CD for convenience.

---

**Note**

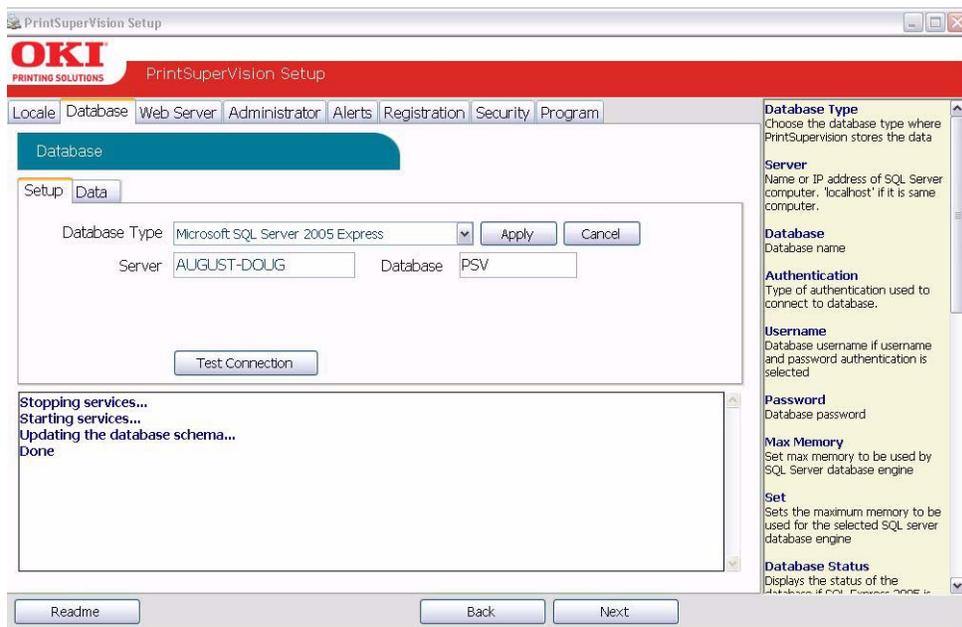
*SQL Compact Edition is not included in the PSV Professional installation. If SQL Compact Edition is not installed on the server, PSV will prompt you to download it from the Microsoft web site.*

---

The database section also allows you to apply the following options to a previously used database:

- back up
- export
- erase
- copy
- trim data.

1. Click the Data tab to view these options.



2. From the Setup tab, select the desired database from the dropdown menu and click **Apply**.

If you already have SQL Compact Edition installed on your server, you still must go through the following steps to “create” it.



**3.** After clicking **Apply**, you will be prompted to create a new database, Change an existing one, or migrate your current database to a new one.

- For new PSV Installations click **Create**.
- To switch to an existing database without saving any data click **Change**.
- To create a new database and copy existing data to the new database click **Migrate**.

Back at the main Database setup screen, PSV (Enterprise edition only) even allows you to test the connection to the server by clicking the **Test Connection** button.

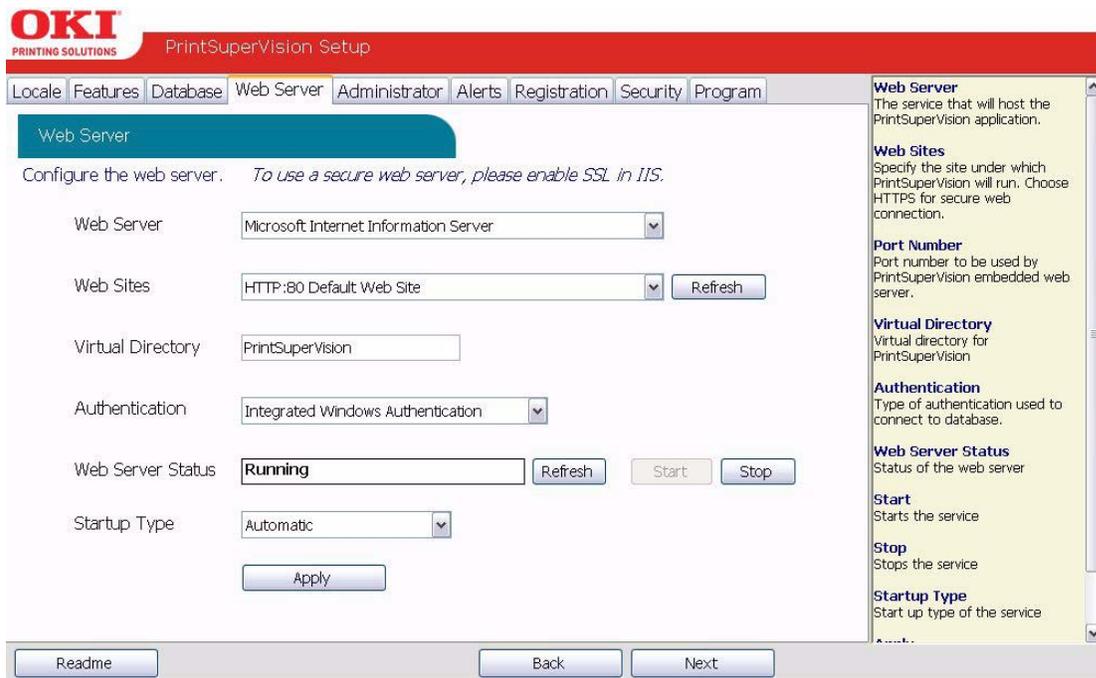
**4.** If “Running” appears in the Database Status box, you have successfully connected to the desired database.

**5.** Click **Next** to move to the next setup module.

## Selecting a Web Server

PSV supports Microsoft IIS web server and an Embedded Web Server that is packaged with the PSV application. It is strongly recommended that you use IIS if you will be monitoring large networks with hundreds or thousands of devices.

If IIS is not installed on the target server/computer, it will not be visible in the Web Server drop down box displayed below.



To install IIS (in XP)

1. Go to your Control Panel and select **Add/Remove programs** and **Add/Remove Windows components** from the left sidebar.
2. Check the box associated with Internet Information Services and click **Next**.

When IIS is selected from the dropdown menu, an Authentication option appears. If you select Integrated Windows Authentication from the dropdown list, PSV will automatically use your Windows login domain name to log an admin into PSV.

### **Embedded Web Server:**

As an alternative to using the IIS web server, you may select the embedded web server that is included with PSV. The embedded server provides the same functionality as IIS but performance can be affected when using it in large network installations.

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#### **Note**

*A TCP Port number must be selected that does not conflict with the TCP port number used by other tools or protocols running on the same computer/server. Add appropriate port number and click **Next**.*

---

## **Assigning Admin Username and Password**

New versions of PSV come with a single user account called "Admin" which has all Administrator Access rights. Enter a new **Username** and **Password** for the global Administrator.

The Global Administrator can later add other administrators or standard users from within the application.

1. Click **Apply** after a new username and password have been created.

The screenshot shows the 'Administrator' configuration screen in the PrintSuperVision Setup application. The 'Administrator' tab is selected, and the 'PrintSuperVision Administrator' section is active. The 'Username' field contains 'admin'. The 'Password' field is empty. A note next to the password field states: 'Leave password empty if no change. Default password is 'password''. An 'Apply' button is visible below the password field. On the right side, a yellow sidebar contains the following text: 'Username: Username', 'Password: Select Password to enter a password for the login name. Leave the password field blank if no password has been assigned.', and 'Apply: Apply Changes'. At the bottom of the window, there are 'Readme', 'Back', and 'Next' buttons.

2. Click **Next** to go on to the next setup module.

## Configuring Your e-mail Server for Alerts

In order for PSV to send out device related alerts via email, you must first enter the necessary information such as the address of your email server, username, password, the email address of the recipient, etc.

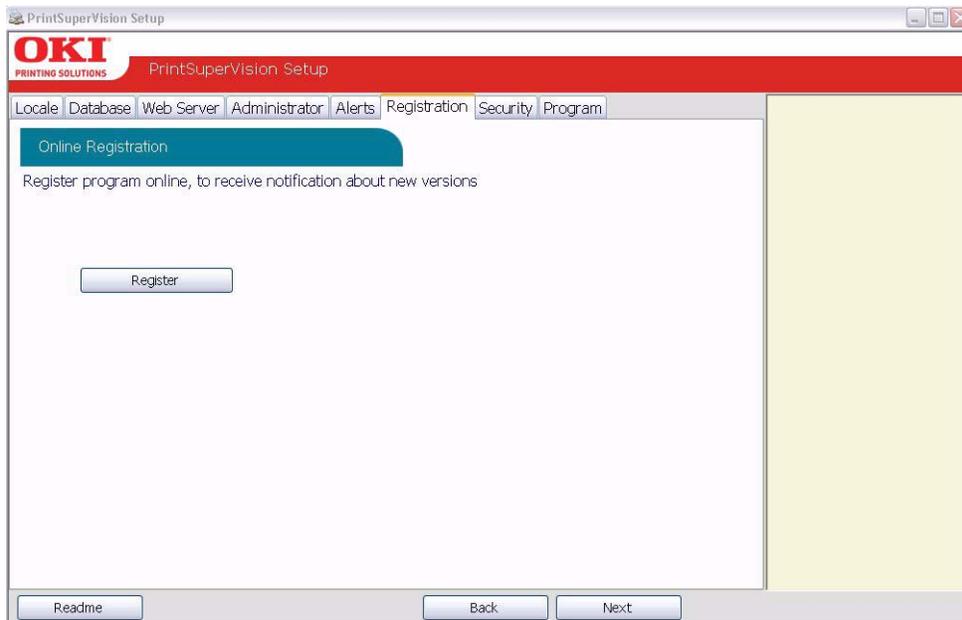
The screenshot shows the 'Alerts' configuration screen in the PrintSuperVision Setup application. The 'Alerts' tab is selected, and the 'Alerts' section is active. The text reads: 'Alerts are sent as emails, using SMTP server selected here.' The 'Email Server Address' field is empty, and the 'Port' is set to '25'. The 'Email Method' is set to '1'. The 'Username/Password' field is empty, and the 'Use TLS/SSL' checkbox is unchecked. The 'Admin Email' field is empty, and there is a 'Test' button next to it. The 'Email From' field contains 'PrintSuperVision'. The 'Email Subject' field contains 'Alerts'. The 'Status Data Collection Interval (minutes)' is set to '60'. The 'PrintSuperVision Engine Service Status' is 'Running', with 'Start' and 'Stop' buttons. The 'Startup Type' is set to 'Automatic'. An 'Apply' button is visible below the 'Startup Type' field. On the right side, a yellow sidebar contains the following text: 'Email Server Address: SMTP server address for sending email alerts (contact system administrator if needed)', 'Port: SMTP server port. Default is 25, with SSL 465 or 587', 'Username: Username to authenticate SMTP server. If none leave empty', 'Status Data Collection Interval (minutes): Number of minutes between periodic Alert Processing.', 'Password: Password for the above SMTP username. If none or no change leave empty.', 'Admin Email: Email address of administrator, used for sending email alerts.', and 'Use TLS/SSL: SMTP Server Access Control Authentication Encryption for Security'. At the bottom of the window, there are 'Readme', 'Back', and 'Next' buttons.

1. First, enter the desired Email Server Address and SMTP server port (default port number is 25 and 456 or 587 if using SSL/TLS).
2. Select the appropriate email sending method. PSV provides 4 methods that define how the email message is sent:
  - **Method 1** - This is the Default setting. It uses a SMTP library from IP Works
  - **Method 2** - Permits streaming. Emails are sent without buffering once the connection is established
  - **Method 3** - Uses Webmail library from .NET 1.1
  - **Method 4** - Content of email is saved as a file attached to an email messageMethod 1 is recommended, but you may try methods 2, 3 and 4 if emails are not successfully sent using the default setting.
3. If your email server requires authentication, indicate the appropriate username and password in the fields provided. Click the **TLS/SSL** checkbox if your organization uses these communication protocols.
4. Enter the email address of the recipient in the **Admin Email** field.
5. As an added convenience, PSV allows you customize the header and subject line of the email message. Add the word **PrintSuperVision** to the **Email From** field and add the word **Alerts** to the **Email Subject** field.
6. Indicate the interval time (in minutes) for PSV to wait to obtain device status. Set to a larger number if network traffic is a concern. Set to a smaller number if you would like more frequent updates reported from your print/copy devices.

Finally, another added convenience allows the admin to start and stop the PrintSuperVision Service from the set up menu and select whether the PSV Services should start automatically, manually or are disabled.
7. Test the email connection by clicking the **Test** button. PSV will attempt to send an email to the account you specified.
8. If an email is received successfully, click **Apply** to save your settings.
9. Click **Next** to go to the next setup module.

# Registration

You can register your new PrintSuperVision software with Oki Americas or Oki Europe by clicking the **Register** button.



Registering your name and email address with Oki Printing Solutions will help us keep you informed of new product releases and PSV related information. All registration information supplied is kept in strict confidence.

1. Select the appropriate language/location to register.
  - Use the Americas locations if you are located in North or South America.
  - Use the European locations if you are located in Europe.
2. Enter all user information including your email address.
3. Click **Save**.

*A validation email will be sent to the email address indicated.*
4. Click the validation link in the email message when you receive it and your information will be registered.
5. Close the browser to return to the PSV Setup.
6. Click **Next** to go on to the next setup module.

# Check for Security Updates

As a convenience, PSV provides links to check for Microsoft security updates before completing the setup process.

1. Click on the **Windows Updates Link** to go to:

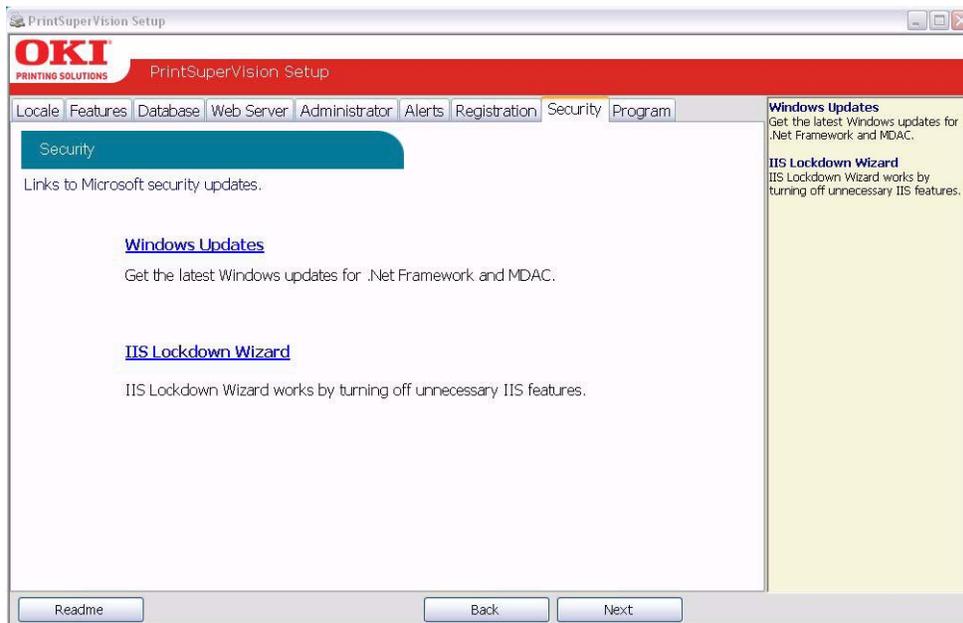
<http://update.microsoft.com/microsoftupdate/v6/default.aspx?ln=en-us>

Or

Click the **IIS Lockdown Wizard** link to go to:

<http://www.microsoft.com/downloads/details.aspx?FamilyID=dde9efc0-bb30-47eb-9a61-fd755d23cdec&displaylang=en>

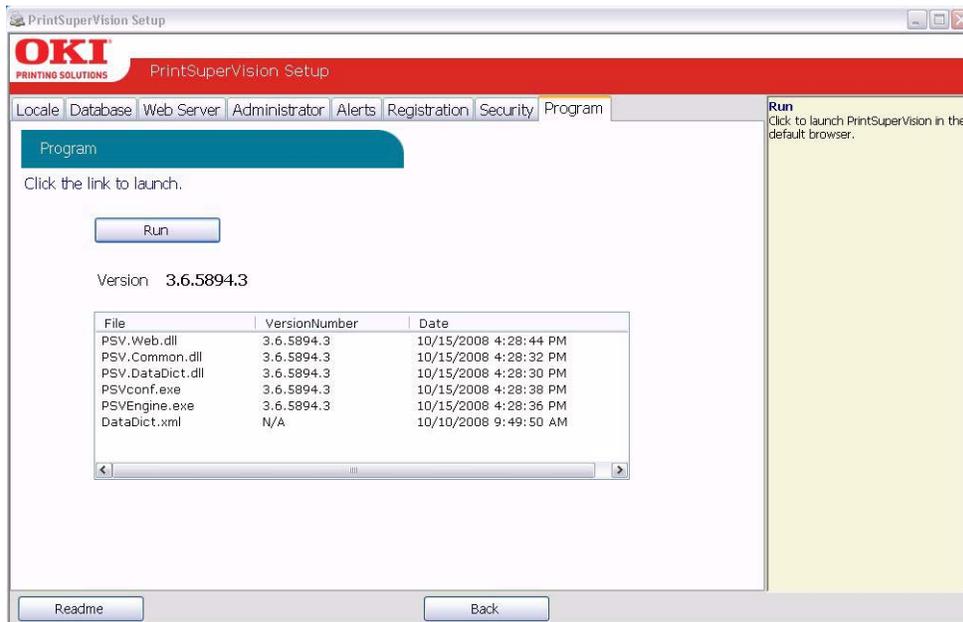
*The IIS Lockdown Wizard assists in turning off unnecessary features, thus reducing attack surface available to attackers.*



2. Click **Next** to go to the next setup module.

# Program: Identifying Version Numbers

The Program tab is provided as a means to quickly identify the version numbers of each major component in PrintSuperVision.



Click **Run** to complete the setup process and begin using the PSV application.

# Getting Started

Now that you have installed and configured PrintSuperVision, use any browser-enabled computer or device connected to your network to access the PSV application.

Open your browser and type the IP address of the PSV server, followed by /printsupervision.

For example: http://IP address/printsupervision.

If you are the Global Administrator or have Admin rights, click **Login**, and type your user name and password.

## Context Sensitive Help

Throughout the PrintSuperVision application, help is just a click away. For context sensitive help, click the  icon located in the upper right hand corner (next to the printer icon) on every page.

## User Access Levels

One of the first things to decide is the level of access rights to assign to each user. There are 3 ways a user can access the PSV application from any browser:

- Without Logging into PSV.
- Logging in as a User.
- Logging in as an Administrator.

Be aware that certain menu options are only available to users with Admin rights that have logged into PSV. See example below:

*Professional Edition: User is not logged in*



*Enterprise Edition: User is logged in as an Administrator*



If a user does not log in, the two areas that are not accessible are **Reports** and **Services** and the following functionality will not be available:

- Cannot view, add, or configure Alerts.
- Cannot generate any type of report or configure email sending.

## Adding a User/Assigning Individual User Rights

To add an individual user to the system

1. Select Options from the main menu.

2. Click **Users** from the drop down box.
3. Click the **Add User** button and fill in the user's information. Make sure that you include a password that contains at least 6 digits.
4. Before clicking **Save**, assign the appropriate user rights by:  
Selecting **Administrator** from the **Add to Group** drop down box.  
Or  
Leave blank For Standard User rights.

5. Click **Save**.

*A list of users will be displayed. Notice that individuals with Admin rights are displayed with a red line under the icon while those with Standard User rights are displayed with a blue line under the icon.*

---

**Note**

*User attributes can be changed at any time by clicking the icon in the Edit column and entering new information.*

---

## Importing a List of Users

It may also be helpful to take advantage of the **Import Users** feature to save time. You can import users into the application from a text file using a comma separated format. The fields available for data import are the same fields listed in the **Add User** section.

Fields cannot be left empty with the exception of **Password**. If passwords are not supplied in the text file, PSV will set it to the word "password" by default.

1. Click **Options > Users**.
2. Select the **Import Users** button.
3. Specify the text file location or click **Browse** to locate the file.
4. Click the **Import Users** button.

*PSV will add users one by one into the application. When complete, the number of users imported successfully will be displayed as well as details of any errors that may have occurred.*

## Creating User Groups

In large organizations it may be helpful to organize users into groups based on admin status, user status or by any number of criteria.

To create a group of users

1. Click your browser's back button or select **Options** from the main menu.
2. Select **User** from the drop down box.
3. Click the **User Groups** button.
4. Click the **Add User Group** button.
5. Enter a name for the user group .

**6. Click **Save**.**

*A list of groups will be displayed.*

You will notice that the new group name is automatically added to the **Add to Group** drop down menu when adding an individual user.

For convenience, the **All Users** button has been provided in the **User Groups** area to help identify if an individual has been assigned to a group.

## Changing Your Password

To change your password

- 1. Select **Options**** from the main menu.
- 2. Click **Change Password**.**
- 3. Enter your current password, your new password and confirm the new password by typing it again.**
- 4. Click **Change**** to save new password.

---

**Note**

*The default User name and password is: **admin, password**.*

---

# Creating/Editing Groups of Devices

Before discovering the devices on your network, it may be beneficial to create groups in order to monitor and manage them in an efficient manner.

- A group can have attributes assigned to it such as location, contact person, SNMP community and even images of maps and floor plans which are used to quickly locate individual devices.
- Groups can be arranged in a hierarchy where a “parent group” can contain sub groups. A device can also be a member of more than one group.
- You can assign a subnet or a range of IP addresses (for discovery purposes) to a group, and as an added convenience, a link to the discovery screen is provided when groups are displayed.

## Create or Edit a Group

1. Click **Printers** from the main menu and **Printer Groups, Maps** from the drop down menu to view a list of groups already created.
2. Click the **Add Group/Map** button to create a new group of devices.



3. Assign a Parent group, a group name, location, contact person responsible for the group, a map or floor plan and the SNMP community.

See “Adding Maps and Floor Plans to a Group” on page 24 for more information on assigning maps and floor plans to a group.



# Adding/Removing a Device

## To add a device to an existing Group

1. Click **Printers** from the main menu and **Printer Groups, Maps** from the drop down menu to view a list of groups already created.
2. Click **Edit** in the Edit Column.

OKI PRINTING SOLUTIONS | PRINTERS | SERVICES | REPORTS | TOOLS | OPTIONS | HELP |

PrintSuperVision Enterprise Edition

User: Administrator » Logout

Printer Groups, Maps

Organize printers into groups, place on maps, edit properties

Printer Group	Location	Contact	Map	Community	Edit	Discovery
All					Edit	Discovery
Desktop Printers					Edit	Discovery
IP_19	ODA				Edit	Discovery
IP_44_45	ODA Eng				Edit	Discovery
IP_45	ODA GMC				Edit	Discovery
Marketing	2nd floor	D. Jones			Edit	Discovery

Add Group/Map

3. Click **Add Printer**.

OKI PRINTING SOLUTIONS | PRINTERS | SERVICES | REPORTS | TOOLS | OPTIONS | HELP |

PrintSuperVision Enterprise Edition

User: Administrator » Logout

Edit Printer Group

Add or Modify Printer Group

Parent Group: All

Name: Marketing

Location: 2nd floor

Contact: D. Jones

Map File: floorplan1.gif | Upload New Map

SNMP Community: If empty, default is "public"; Wrong value will stop all communication with printers in the group!

Back Save Delete

Subgroups: Add Subgroup

Group Name	Location
No subgroups found	

Active Printers | Show All | Add Printer

Edit	MAC Address	Address	Model	Name	Monitoring
	00-80-87-AB-54-7B	172.31.19.116	C9650	OKI-C9650-AB547B	Active

4. Select the appropriate device from the Printer drop down menu and click **Save**.

OKI PRINTING SOLUTIONS | PRINTERS | SERVICES | REPORTS | TOOLS | OPTIONS | HELP |

PrintSuperVision Enterprise Edition

User: Administrator » Logout

Add Printer To Group

A printer can be member of multiple printer groups

Printer: Select Printer

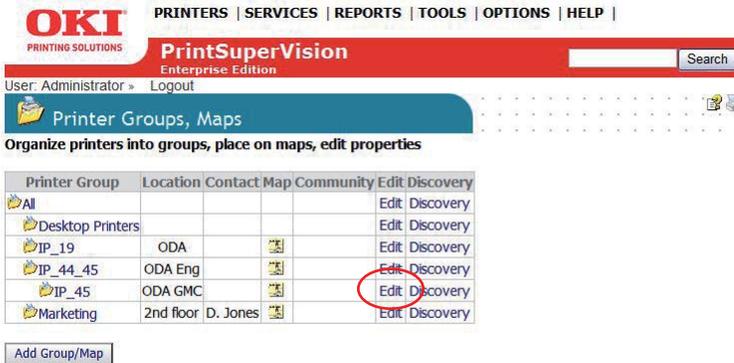
Printer Group: Marketing; 2nd floor

Back Save

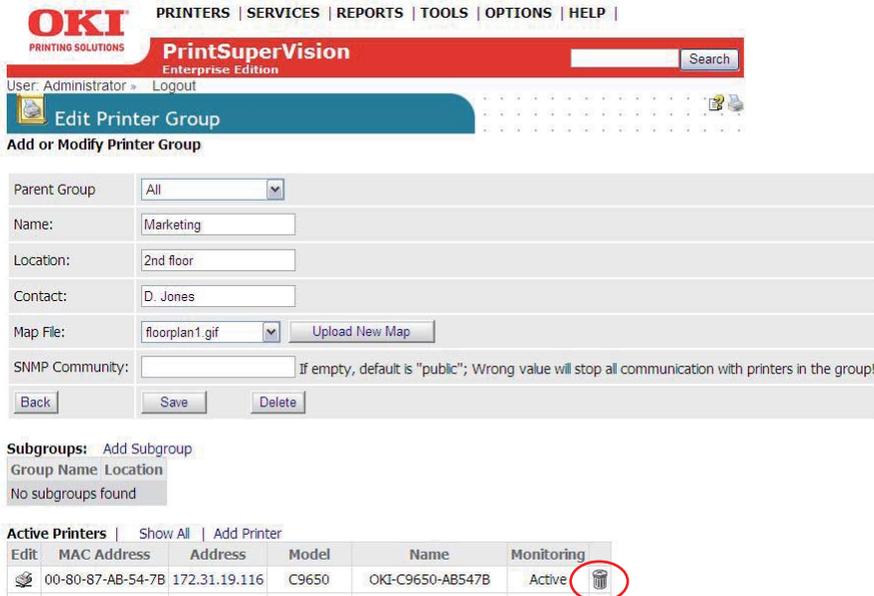
If the group was initially empty, you will see the added device listed after saving. If the group already contained devices you will see an updated list of all devices in that group.

## To remove a device from an existing group

1. Click **Printers** from the main menu and **Printer Groups, Maps** from the drop down menu to view a list of groups already created.
2. Click **Edit** in the Edit Column.



3. Click the Trash Can icon from the list of grouped devices displayed on the **Edit Printer Group** screen.



## Adding Maps and Floor Plans to a Group

Groups can also have images of maps, floor plans, etc. assigned to them, which in turn allows PSV to display the location of a device icon on an associated map or building floor plan. Several popular image file formats for maps and floor plans are supported, such as .gif, .jpg, .bmp, or .png.

You can assign a map or floor plan image to a new group while you are creating the group or you can add a map / floor plan image to an existing group at any time.

To add the image while creating the group:

1. Select **Printers** from the main menu and click **Printer Groups, Maps**.

OKI PRINTING SOLUTIONS | PRINTERS | SERVICES | REPORTS | TOOLS | OPTIONS | HELP |

PrintSuperVision Enterprise Edition

User: Administrator | Logout

Edit Printer Group

Add or Modify Printer Group

Parent Group: All

Name: [ ]

Location: [ ]

Contact: [ ]

Map File: [ ] Upload New Map

SNMP Community: [ ] If empty, default is "public"; Wrong value will stop all communication with printers in the group!

Back Save

2. Select a saved image file from the drop down menu and click **Save** or click **Upload New Map** to browse for your desired image. Once your desired image has been located, click **Upload**.
3. Place a device icon on the map or floor plan.

---

**Note**

*Remember the individual device must be a member of a group before it can be placed on the map.*

---

4. Click **Printers/Printer Groups** from the main menu. If you have successfully linked an image with a group, you will see an icon in the map column.
5. Click the map icon and the image will be displayed.

OKI PRINTING SOLUTIONS | PRINTERS | SERVICES | REPORTS | TOOLS | OPTIONS | HELP |

PrintSuperVision Enterprise Edition

User: Administrator | Logout

Printer Groups, Maps

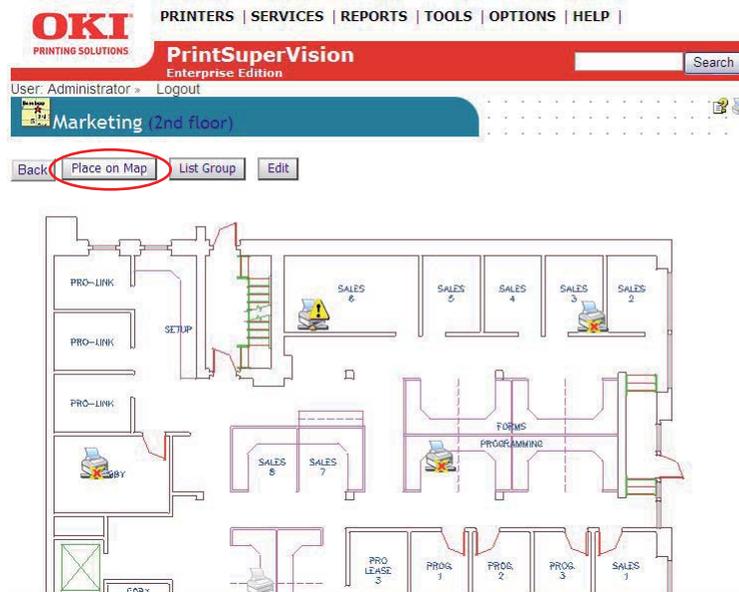
Organize printers into groups, place on maps, edit properties

Printer Group	Location	Contact	Map	Community	Edit	Discovery
All					Edit	Discovery
Desktop Printers					Edit	Discovery
IP_19	ODA		[Map Icon]		Edit	Discovery
IP_44_45	ODA Eng		[Map Icon]		Edit	Discovery
IP_45	ODA GMC		[Map Icon]		Edit	Discovery
Marketing	2nd floor	D. Jones	[Map Icon]		Edit	Discovery

Add Group/Map

6. Click **Place on Map** and select a device from the drop down menu.

7. Click on the image and the device icon will be placed where your mouse pointer is positioned.



To move the device icons at any time, click the **Place on Map** button and drag and drop the icon to the desired location on the map. Left click once more to activate.

Remember, when viewing the map or floor plan, the interactive icons can be clicked at any time to go directly to the device's status page.

The screenshot shows the PrintSuperVision Enterprise Edition interface for a printer. The user is logged in as Administrator. The main content area displays the printer's status page for the C6150 model. The 'On Map' button is circled in red. The page includes a table for printer settings, a supplies table, and a detailed status table.

Tray	Paper Size	Media Type	Media Weight	Capacity
Multi Purpose Tray	LETTER	PLAIN	MEDIUM	100
Tray1	LETTER	PLAIN	MEDIUM	300

Supplies	%	% Remaining
<input type="checkbox"/> Cyan Toner	100	<div style="width: 100%;"></div>
<input type="checkbox"/> Magenta Toner	20	<div style="width: 20%;"></div>
<input type="checkbox"/> Yellow Toner	100	<div style="width: 100%;"></div>
<input type="checkbox"/> Black Toner	100	<div style="width: 100%;"></div>
<input type="checkbox"/> Cyan Drum	81	<div style="width: 81%;"></div>
<input type="checkbox"/> Magenta Drum	81	<div style="width: 81%;"></div>
<input type="checkbox"/> Yellow Drum	80	<div style="width: 80%;"></div>
<input type="checkbox"/> Black Drum	77	<div style="width: 77%;"></div>
<input type="checkbox"/> Belt	92	<div style="width: 92%;"></div>
<input type="checkbox"/> Fuser	95	<div style="width: 95%;"></div>

Two Sided Printing	Installed (OFF)
Installed RAM	268435456
Default Output Tray	TOP OUTPUT BIN
Image Resolution	X600Y1200LEVEL2
Total Printed Pages	2677
Color Printed Pages	202
Mono Printed Pages	30
Fuser	2676

Model	C6150
ID	65
Address	172.31.19.66
Vendor	OKI DATA CORP
Name	OKI-C6150-AB8ECF
Location	
Contact	
Online Status	Online
Printing Status	Idle
Device Status	Running
NIC Type	OkLAN 8450e
Manufacturer	OKI DATA CORP
Printer Asset Number	
Printer Serial Number	BETA100018
Physical (MAC) Address	00-80-87-AB-8E-CF

While on the **Device Status Page**, you can link back to the map or floor plan by clicking the **On Map** button.

---

**Note**

*If you return to the map or floor plan from the **Device Status Page** by clicking the **On Map** button you will only see that device's icon on the image. To see all devices on the map or floor plan, click **Printers > Printer Groups, Maps** from the main menu and click the map icon associated with a particular group.*

---

# Discovering Devices

The next step is to discover devices on your network. Click the Printers tab from the main menu and select **Discovery** from the drop down menu. PSV is capable of discovering any device that is compliant with Public Printer MIB Specification RFC 3805.

Click **Start Discovery** if you want to discover all of the compatible devices on your network (for large organizations, see [next section](#) before starting the discovery process).

Select	Last Discovery	Addresses	Group	Location
<input checked="" type="checkbox"/>	11/5/2008 3:47:53 PM	172.31.19.0 / 255.255.255.0	IP_19	ODA
<input checked="" type="checkbox"/>	11/5/2008 3:48:14 PM	172.31.44.1 - 172.31.45.254	IP_44_45	ODA Eng
<input checked="" type="checkbox"/>	11/5/2008 3:48:23 PM	172.31.45.0 / 255.255.255.0	IP_45	ODA GMC
<input checked="" type="checkbox"/>	11/5/2008 3:48:25 PM	255.255.255.255		

For Enterprises with several hundred or even several thousand devices, it may be time consuming to discover all devices at once. PSV provides the flexibility to selectively discover individual subnets or ranges of IP Addresses by simply selecting the appropriate check box and clicking **Start Discovery**.

## Discovery: Add Button

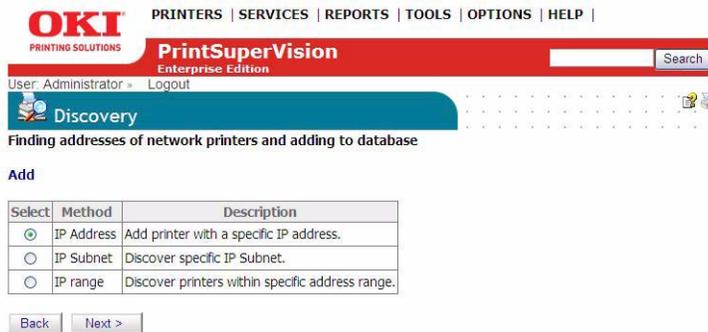
Click the **Add** button followed by IP Subnet or IP Range radio buttons to selectively discover devices.

Select	Last Discovery	Addresses	Group	Location
<input checked="" type="checkbox"/>	11/5/2008 3:47:53 PM	172.31.19.0 / 255.255.255.0	IP_19	ODA
<input checked="" type="checkbox"/>	11/5/2008 3:48:14 PM	172.31.44.1 - 172.31.45.254	IP_44_45	ODA Eng
<input checked="" type="checkbox"/>	11/5/2008 3:48:23 PM	172.31.45.0 / 255.255.255.0	IP_45	ODA GMC
<input checked="" type="checkbox"/>	11/5/2008 3:48:25 PM	255.255.255.255		

The **Add** button allows you to:

- Add an IP address of a device to the discovery database
- Create a discovery list based on IP subnet entered
- Create a discovery list based on a range of IP addresses indicated

Click the **IP Address** radio button and click **Next**.



OKI PRINTING SOLUTIONS PrintSuperVision Enterprise Edition

User: Administrator » Logout

Discovery

Finding addresses of network printers and adding to database

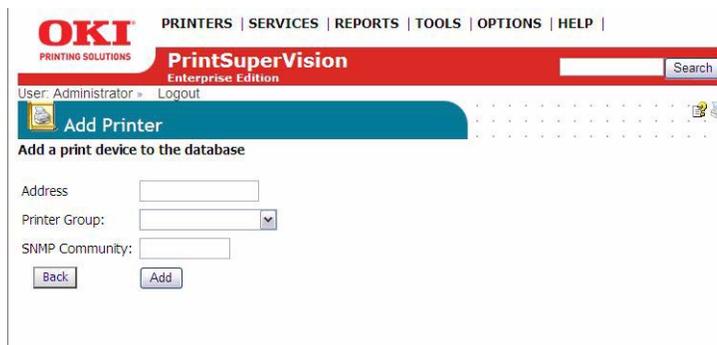
Add

Select	Method	Description
<input checked="" type="radio"/>	IP Address	Add printer with a specific IP address.
<input type="radio"/>	IP Subnet	Discover specific IP Subnet.
<input type="radio"/>	IP range	Discover printers within specific address range.

Back Next >

When adding a specific IP address to the discovery database, PSV provides an option to assign the device to a specific group of devices and associate the group to a specific SNMP community.

Enter an IP address, select a group name from the **Printer Group** drop down menu and type the desired SNMP community. Click **Add** to save your changes.



OKI PRINTING SOLUTIONS PrintSuperVision Enterprise Edition

User: Administrator » Logout

Add Printer

Add a print device to the database

Address:

Printer Group:

SNMP Community:

Back Add

Similar to adding a single IP Address to a database, click the **IP Subnet** or **IP Range** radio buttons to create a discovery list for a specific IP Subnet or Range of IP addresses.

PSV also provides the option to assign a group name to the subnet or the IP address range by selecting a pre-defined name from the group drop down menu or by clicking on the map/group button if you would like to create a new Group name.

Enter the appropriate information and click **Save**.

# Discovery: Exclude Button

Use the Exclude to exclude a specific IP address or IP address range from the discovery process.

OKI PRINTING SOLUTIONS | PRINTERS | SERVICES | REPORTS | TOOLS | OPTIONS | HELP |

PrintSuperVision Enterprise Edition

User: Administrator » Logout

Discovery

Finding addresses of network printers and adding to database

Add Exclude Windows Schedule Logs

Check if Last Discovery is before (mm/dd/yy):

Check if Address or Group Name or Location includes:

Sort By: Subnet Address Show

Select	Last Discovery	Addresses	Group	Location
<input checked="" type="checkbox"/>	11/5/2008 3:47:53 PM	172.31.19.0 / 255.255.255.0	IP_19	ODA
<input checked="" type="checkbox"/>	11/5/2008 3:48:14 PM	172.31.44.1 - 172.31.45.254	IP_44_45	ODA Eng
<input checked="" type="checkbox"/>	11/5/2008 3:48:23 PM	172.31.45.0 / 255.255.255.0	IP_45	ODA GMC
<input checked="" type="checkbox"/>	11/5/2008 3:48:25 PM	255.255.255.255		

Show Addresses  Save DNS Addresses

Start Discovery Configure Timeouts

1. Click the **Exclude** button and select either **Exclude IP address** or **Exclude IP range**.

OKI PRINTING SOLUTIONS | PRINTERS | SERVICES | REPORTS | TOOLS | OPTIONS | HELP |

PrintSuperVision Enterprise Edition

User: Administrator » Logout

Discovery

Finding addresses of network printers and adding to database

Excluded Addresses

- 172.31.44.166

Add Addresses to Exclude

Select	Method	Description
<input checked="" type="radio"/>	IP exclude address	Exclude specified IP address from discovery.
<input type="radio"/>	IP exclude range	Exclude specified IP address range from discovery.

Back Next >

*Notice that PSV displays all IP Addresses and IP Address Ranges that have been excluded previously.*

2. Enter the desired IP address to exclude and click **Save** or for IP Range, enter the range of IP addresses to exclude and click **Save**.

The screenshot shows the OKI PrintSuperVision Enterprise Edition web interface. The top navigation bar includes links for PRINTERS, SERVICES, REPORTS, TOOLS, OPTIONS, and HELP. The user is logged in as Administrator. The breadcrumb trail is Discovery > Add > IP exclude address. The page title is 'Finding addresses of network printers and adding to database'. Below this, there is a sub-header 'Exclude specified IP address from discovery.' and an input field for 'IP Address:'. At the bottom, there are 'Back' and 'Save' buttons.

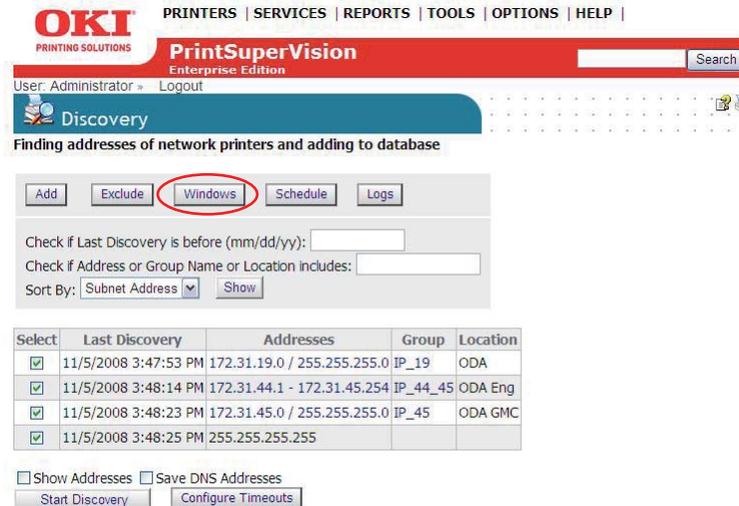
3. To include an IP address or IP Address Range that was previously excluded, return to the Discovery section, click the **Exclude** button, click the IP Address or range of IP Addresses and click **Delete**.

The screenshot shows the OKI PrintSuperVision Enterprise Edition web interface. The top navigation bar includes links for PRINTERS, SERVICES, REPORTS, TOOLS, OPTIONS, and HELP. The user is logged in as Administrator. The breadcrumb trail is Discovery > Edit. The page title is 'Finding addresses of network printers and adding to database'. Below this, there is a sub-header 'Exclude specified IP address from discovery.' and an input field for 'IP Address:' containing the value '172.31.44.166'. At the bottom, there are 'Back', 'Save', and 'Delete' buttons.

# Discovery: Windows Button

1. From the Discovery screen, click the **Windows** button.

The Windows button provides a list of devices that have been saved in the local system's Windows Print Queue. The local system is defined as the desktop or server that PSV is running on. Each device listed can be selectively saved to the discovery database.



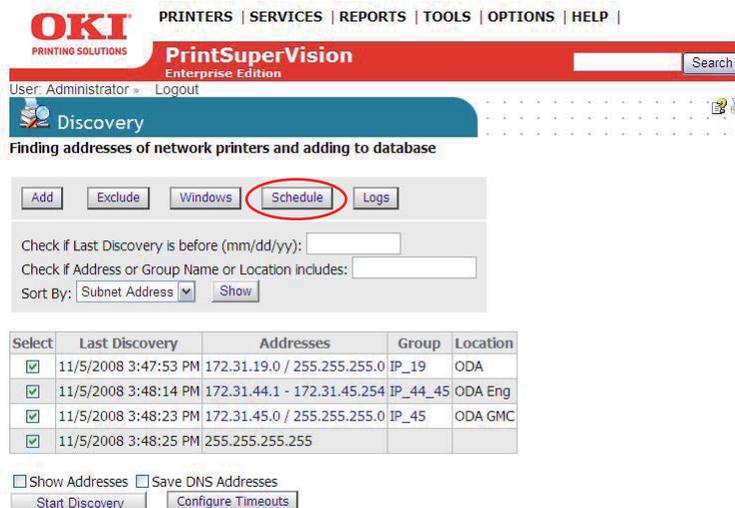
2. Click the check boxes to select the devices to add to the discovery database.

3. click the **Start Discovery** button.

As an added convenience, PSV can create a group of devices called My Printers (accessible from the Printer tab in the main menu) by clicking the **Add to My Printers** check box and then clicking **Start Discovery**.

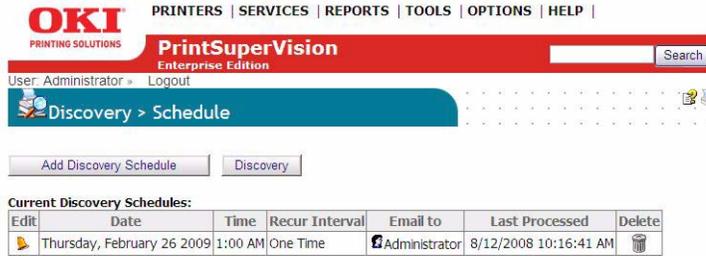
# Discovery: Schedule Button

Discoveries can be scheduled by clicking the **Schedule** button.



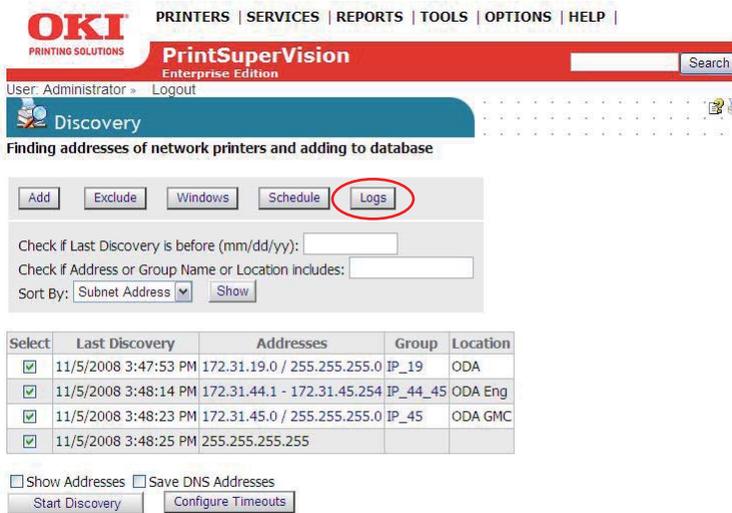
Indicate the appropriate date, time and a recurring interval that you desire for the discovery to take place.

An added feature is the ability to send the Admin an email message indicating the results of the discovery. Leave blank or indicate who the email should be sent to. Click the **Save** button to save the Discovery schedule.



## Discovery: Logs Button

PSV records a log of all discoveries performed (and several other system activities) and indicates whether the discovery was successful or not.



Click the **Logs** button to view the system activity log.

To obtain just a Discovery log, select **Discovery** from the **Type** drop down box, indicate time frame by entering desired dates and click **Show** to display the log.

---

### Note

*This feature creates activity logs for all other activities supported in the drop down box.*

---

## CAUTION!

Clicking Clear Log will delete all discovery log entries permanently.

## Other Discovery Options

OKI PRINTING SOLUTIONS PrintSuperVision Enterprise Edition

User: Administrator » Logout

Discovery

Finding addresses of network printers and adding to database

Add Exclude Windows Schedule Logs

Check if Last Discovery is before (mm/dd/yy):

Check if Address or Group Name or Location includes:

Sort By: Subnet Address Show

Select	Last Discovery	Addresses	Group	Location
<input checked="" type="checkbox"/>	11/5/2008 3:47:53 PM	172.31.19.0 / 255.255.255.0	IP_19	ODA
<input checked="" type="checkbox"/>	11/5/2008 3:48:14 PM	172.31.44.1 - 172.31.45.254	IP_44_45	ODA Eng
<input checked="" type="checkbox"/>	11/5/2008 3:48:23 PM	172.31.45.0 / 255.255.255.0	IP_45	ODA GMC
<input checked="" type="checkbox"/>	11/5/2008 3:48:25 PM	255.255.255.255		

Show Addresses  Save DNS Addresses

Start Discovery Configure Timeouts

### Show Addresses

Selecting **Show Addresses** displays a list of all IP addresses that PSV attempts to discover when a Discovery is performed.

### Save DNS Addresses

Save DNS Addresses translates IP addresses to DNS names if possible, and saves them in the PSV database. When a list of devices is displayed in other areas of PSV, you will see the DNS address name displayed instead of the IP address. This is particularly helpful when an organization uses DHCP.

### Start Discovery

Start Discovery begins the discovery process for all subnets and IP address ranges selected.

### Configure Timeouts

The SNMP Get timeout value, which controls the length of time PSV will wait for a response from the device before timing out can be adjusted. Keep in mind the greater the SNMP Get timeout value, the longer the overall discovery will take.

The status icon timeout value sets the time interval that PSV waits for a response from a device before turning the status icon gray (status icon is displayed in the Printers List). Notice that after

clicking **Refresh**, the status icons are returned to an active state. Enter a desired value for each option and click **Save**.

After the discovery process is complete clicking the **Printers** button at the bottom of the screen will display a list of the devices that were previously discovered with refreshed status. Clicking the **Discovery** button takes you back to the main discovery screen.

## Making Discovery Easier: Importing IP Addresses from a Text File

In large organizations, IT departments may have the IP addresses of their print and copy devices saved in a text file. If such a file exists, you can use PSV's "Import" feature to add multiple devices with known IP addresses to the discovery database. This is done by simply importing the text file.

1. From the main menu click **Printers > Import Printers & Attributes**.

The screenshot shows the PrintSupervision Enterprise Edition web interface. At the top, the navigation menu includes 'PRINTERS', 'SERVICES', 'REPORTS', 'TOOLS', 'OPTIONS', and 'HELP'. The 'PRINTERS' menu item is circled in red. Below the navigation bar, there is a search bar and user information: 'User: Administrator' and 'Logout'. The main heading is 'Import Printers & Attributes' with a sub-heading 'Import user defined printer attributes.' Below this, there are instructions on how to import printer definitions from a CSV file, including a list of requirements and a 'The following should also be considered:' section. At the bottom, there is a form with a file selection field, a 'Browse...' button, a 'Delimiter:' dropdown menu (set to 'comma'), a 'Printer Group:' dropdown menu, a 'Format:' dropdown menu (set to 'ANSI 1252'), a 'Preview' button, and an 'Import' button.

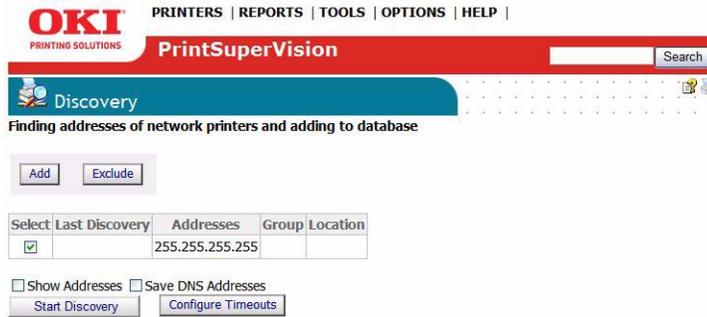
2. Click **Browse** to locate and add the desired file. The text file should be formatted so that one device address is on each line of the file. As an added feature you may select the way the file is delimited by selecting comma, semi colon or tab.
3. Select an appropriate group name from the Printer Group dropdown box (or leave blank). Click **Preview** to view the data before importing it or click **Import** to add the imported devices immediately. For more information on Device Groups see page 22.

The import feature can also be used to import attributes associated with the device that are not ordinarily supported or not reported back from a device. This feature is discussed in more detail in the Adding Device Attributes section on page 67.

## Discovering Network Devices: Professional Edition, Easy Configuration

If you have installed the single-user "Easy Configuration" option from PSV Professional Edition you will notice there are fewer discovery options.

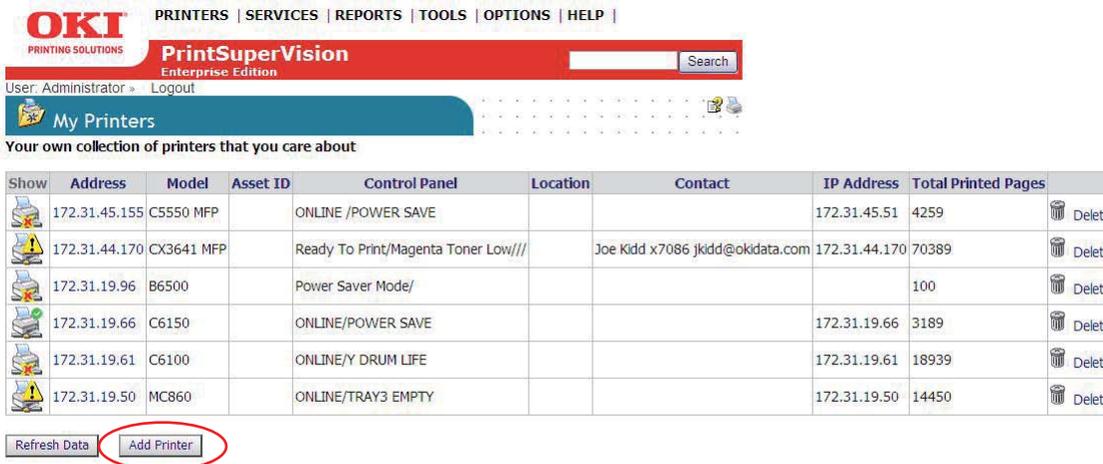
Click **Printers > Discovery** from the main menu. The two discovery options available are: **Add Subnet** and **Exclude**. Both features are identical in functionality to PSV Pro and PSV Enterprise although more limited. [See previous discussion](#) for a complete description of these features.



## My Printers

PSV Professional and PSV Enterprise Editions offer users with Admin rights a grouping feature called “My Printers” which is an easy way to view device status with minimal mouse clicks.

1. From the main menu select **Printers > My Printers** from the drop down menu. You will see a list of devices that have been added to the My Printers group.



2. To add a device to the My Printers group, click **Add Printer**, choose the desired device and click **Save**.
3. To delete a device, click the trash can icon listed in the right column.

## Near Me

Another time saving, grouping feature available in PrintSuperVision is called “Near Me”.

Near Me allows a user to quickly view the status of devices that are conceptually located near the PC being used, without the need to configure or group devices.

PSV detects and locates devices that have similar network addresses to the client computer (or browser enabled device) being used to access the PSV application and automatically includes those devices in the Near Me group.

From the main menu select **Printers > Near Me** from the drop down menu. Device status in the Near Me group will be displayed.

---

**Note**

*Devices cannot be added or deleted from the Near Me group.*

---

The screenshot shows the OKI PrintSuperVision Enterprise Edition web interface. At the top, there is a navigation menu with links for PRINTERS, SERVICES, REPORTS, TOOLS, OPTIONS, and HELP. Below this is a search bar and a user status bar indicating the user is Administrator with a Logout option. The main heading is "Near Me" and the sub-heading is "Printers with IP address similar to your computer". A table displays the following data:

Show	Address	Model	Asset ID	Control Panel	Location	Contact	Total Printed Pages
	172.31.45.160	B6500		Tray1 X Adjust /0 *			1932
	172.31.45.155	C5550 MFP		ONLINE /M TONER LOW			3954
	172.31.45.154	Lexmark X644e 792CTGY LC2.MC.P307a					1305
	172.31.45.44	HP LaserJet 4050 Series		Ready	Printer in Roman's Office Roman		20498

Below the table is a "Refresh Data" button.

# Configuring email Alerts

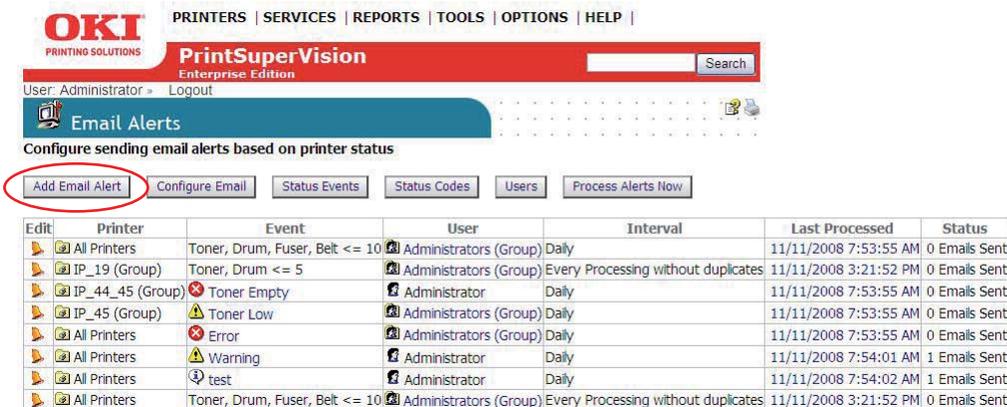
Now that you have discovered devices on the network and logically organized them into groups, the next step is to set up PSV to notify a helpdesk or network admin that a device has generated an alert.

Alert notifications are available in the Enterprise Edition and the server configuration of the Professional Edition. Alerts are not available in the single-user Easy Configuration option of the Pro Edition.

Only users with Admin rights can edit email alert configurations or set alerts for other users or user groups. A non-Admin user however, may configure and view Alerts just for themselves.

PSV uses email to deliver alert conditions. The email message can be sent to an individual user or group of users. Each alert can be configured to be processed immediately upon receiving updated status from the device, or processed at specified time intervals.

1. To add an email Alert, select **Services > Email Alerts** from the main menu.



The screenshot shows the OKI PrintSuperVision Enterprise Edition web interface. The navigation menu includes PRINTERS, SERVICES, REPORTS, TOOLS, OPTIONS, and HELP. The user is logged in as Administrator. The page title is "Email Alerts" and the subtitle is "Configure sending email alerts based on printer status". Below the title are several buttons: "Add Email Alert" (circled in red), "Configure Email", "Status Events", "Status Codes", "Users", and "Process Alerts Now". Below the buttons is a table with the following data:

Edit	Printer	Event	User	Interval	Last Processed	Status
	All Printers	Toner, Drum, Fuser, Belt <= 10	Administrators (Group)	Daily	11/11/2008 7:53:55 AM	0 Emails Sent
	IP_19 (Group)	Toner, Drum <= 5	Administrators (Group)	Every Processing without duplicates	11/11/2008 3:21:52 PM	0 Emails Sent
	IP_44_45 (Group)	Toner Empty	Administrator	Daily	11/11/2008 7:53:55 AM	0 Emails Sent
	IP_45 (Group)	Toner Low	Administrators (Group)	Daily	11/11/2008 7:53:55 AM	0 Emails Sent
	All Printers	Error	Administrators (Group)	Daily	11/11/2008 7:53:55 AM	0 Emails Sent
	All Printers	Warning	Administrator	Daily	11/11/2008 7:54:01 AM	1 Emails Sent
	All Printers	test	Administrator	Daily	11/11/2008 7:54:02 AM	1 Emails Sent
	All Printers	Toner, Drum, Fuser, Belt <= 10	Administrators (Group)	Every Processing without duplicates	11/11/2008 3:21:52 PM	0 Emails Sent

2. Click the **Add Email Alert** button.
3. Adding an alert requires the following information:
  - Select a device or a group of devices to monitor
  - Select the Event (Alert) you wish to be notified of
  - Select how frequently the Alert will be sent
  - Select the user or group of users the Alert message will be sent to

- Select the format of email messages (text or html)

The screenshot shows the 'Add Email Alert' configuration form in the PrintSuperVision Enterprise Edition interface. The form includes the following fields:

- Printer:** A dropdown menu set to 'Group: Marketing : 2nd floor' with a 'Show Printers' checkbox.
- Event:** A dropdown menu set to 'Toner Empty' with a 'View Event' link.
- Interval:** A dropdown menu set to 'Hourly'.
- Users:** A dropdown menu set to 'Group: Administrators'.
- Email Format:** A dropdown menu set to 'One HTML email for all printers'.

At the bottom of the form are 'Save' and 'Cancel' buttons.

4. Click **Save** after the information has been entered.

## Configuring email Server

1. To set the parameters for sending alerts in email, click the **Configure Email** button from the Email Alerts page.

The screenshot shows the 'Email Alerts' configuration page in the PrintSuperVision Enterprise Edition interface. The 'Configure Email' button is highlighted with a red circle. Below the buttons is a table of configured email alerts.

Edit	Printer	Event	User	Interval	Last Processed	Status
	All Printers	Toner, Drum, Fuser, Belt <= 10	Administrators (Group)	Daily	11/11/2008 7:53:55 AM	0 Emails Sent
	IP_19 (Group)	Toner, Drum <= 5	Administrators (Group)	Every Processing without duplicates	11/11/2008 3:21:52 PM	0 Emails Sent
	IP_44_45 (Group)	Toner Empty	Administrator	Daily	11/11/2008 7:53:55 AM	0 Emails Sent
	IP_45 (Group)	Toner Low	Administrators (Group)	Daily	11/11/2008 7:53:55 AM	0 Emails Sent
	All Printers	Error	Administrators (Group)	Daily	11/11/2008 7:53:55 AM	0 Emails Sent
	All Printers	Warning	Administrator	Daily	11/11/2008 7:54:01 AM	1 Emails Sent
	All Printers	test	Administrator	Daily	11/11/2008 7:54:02 AM	1 Emails Sent
	All Printers	Toner, Drum, Fuser, Belt <= 10	Administrators (Group)	Every Processing without duplicates	11/11/2008 3:21:52 PM	0 Emails Sent

2. Enter the following information and click **Save**:
  - Address of the email server
  - Administrator's email address
  - Sender's name (placed in the From field in the email header)
  - Email method
  - Username and Password for authentication, if required
  - SMTP Port
  - TLS or SSL Encryption
  - Subject of email message

- Maximum number of message attempts

---

### Note

To test whether the email configuration is correct, click the **Send Test Email to Admin** button. PSV will attempt to send an email to the address specified. For a description of Email Methods [see installation/setup instructions described earlier](#).

---

3. Click the **Select Properties** Button to customize the email message to include additional device information in the Alert message.
4. Select all desired device information and click **Save**.

In addition to device-related parameters such as Location and Contact, PSV allows other user specified attributes to be included in the alert email message such as telephone number, postal code, or the contact's email address.

## Testing Your email Alert Configuration

For convenience, you can click the **Process Alerts Now** button to make sure everything is configured properly. PSV will process the alert and send an email message to the assigned recipient.

## Configuring Status Events

PrintSuperVision allows you to customize certain Events that trigger notification emails. An "Event" is different than a standard Alert condition where the print device generates the Alert and PSV delivers the Alert in an email.

A customized Event can be created where a single condition or several conditions are assigned to one custom Event. This can be useful if you only want to be notified when a critical condition is met or when several conditions are met.

1. To add an event, go back to the Email Alerts page and click the **Status Events** button.

OKI PRINTING SOLUTIONS | PRINTERS | SERVICES | REPORTS | TOOLS | OPTIONS | HELP |

**PrintSuperVision** Enterprise Edition

User: Administrator » Logout

Email Alerts

Configure sending email alerts based on printer status

Buttons: Add Email Alert | Configure Email | **Status Events** | Status Codes | Users | Process Alerts Now

Edit	Printer	Event	User	Interval	Last Processed	Status
	All Printers	Toner, Drum, Fuser, Belt <= 10	Administrators (Group)	Daily	11/11/2008 7:53:55 AM	0 Emails Sent
	IP_19 (Group)	Toner, Drum <= 5	Administrators (Group)	Every Processing without duplicates	11/11/2008 3:21:52 PM	0 Emails Sent
	IP_44_45 (Group)	Toner Empty	Administrator	Daily	11/11/2008 7:53:55 AM	0 Emails Sent
	IP_45 (Group)	Toner Low	Administrators (Group)	Daily	11/11/2008 7:53:55 AM	0 Emails Sent
	All Printers	Error	Administrators (Group)	Daily	11/11/2008 7:53:55 AM	0 Emails Sent
	All Printers	Warning	Administrator	Daily	11/11/2008 7:54:01 AM	1 Emails Sent
	All Printers	test	Administrator	Daily	11/11/2008 7:54:02 AM	1 Emails Sent
	All Printers	Toner, Drum, Fuser, Belt <= 10	Administrators (Group)	Every Processing without duplicates	11/11/2008 3:21:52 PM	0 Emails Sent

A list of default events is displayed:

OKI PRINTING SOLUTIONS | PRINTERS | SERVICES | REPORTS | TOOLS | OPTIONS | HELP |

**PrintSuperVision** Enterprise Edition

User: Administrator » Logout

Status Events

Specific conditions of the printer, typically based on its status.

Buttons: Email Alerts | **Add Event**

Severity	Name
Information	Drum Changed with New
Information	Toner Changed
Information	test
Warning	Dave's Events
Warning	Toner Low
Warning	Drum Life Warning
Warning	Warning
Error	Paper Jam
Error	Toner Empty
Error	Drum Life Error
Error	Error

2. You can click the name of the Event to see a list of conditions included in that event category.

**Note**

*PrintSuperVision translates difficult to understand error codes displayed by the device into meaningful descriptions.*

3. Click the **Add Event** button and enter a unique name to the customized event.

- Assign a severity level to the event by selecting one of the options from the drop down box. Select one or more conditions to assign to the event by selecting the check boxes in the left margin.

OKI PRINTING SOLUTIONS | PRINTERS | SERVICES | REPORTS | TOOLS | OPTIONS | HELP |

**PrintSuperVision** Enterprise Edition

User: Administrator | Logout

Status Events > Add Event

Specific conditions of the printer, typically based on its status.

Name:

Severity:

Status Descriptions:  (comma delimited)

Select	Severity	Code	Status
<input type="checkbox"/>	📢	-32	Model Name changed
<input type="checkbox"/>	📢	-31	Two Printers Swap
<input type="checkbox"/>	📢	-30	MAC Address changed
<input type="checkbox"/>	📢	-29	Printer's Address Changed
<input type="checkbox"/>	📢	-28	New Printer Added
<input type="checkbox"/>	📢	-27	Not Responding
<input type="checkbox"/>	🚫	-26	"Jam" Error
<input type="checkbox"/>	🚫	-25	General Error
<input type="checkbox"/>	🚫	-24	Yellow drum life <= 1%
<input type="checkbox"/>	🚫	-23	Magenta Drum Life <= 1%
<input type="checkbox"/>	🚫	-22	Cyan Drum Life <= 1%
<input type="checkbox"/>	🚫	-21	Black drum life <= 1%
<input type="checkbox"/>	🚫	-20	Yellow Toner <= 1%
<input type="checkbox"/>	🚫	-19	Magenta Toner <= 1%
<input type="checkbox"/>	🚫	-18	Cyan Toner <=1%
<input type="checkbox"/>	🚫	-17	Black toner <= 1%
<input type="checkbox"/>	📢	-16	Yellow drum changed
<input type="checkbox"/>	📢	-15	Magenta drum changed
<input type="checkbox"/>	📢	-14	Cyan drum changed
<input type="checkbox"/>	📢	-13	Black Drum Changed
<input type="checkbox"/>	⚠️	-12	Yellow drum life <= 15 %

- Click the **Add Event** button at the bottom of the page (not shown in the screenshot above) to save the customized Event.

---

**Note**

Filling in the **Status Description** field is optional if the selected condition has a related status code.

---

If a condition is not selected from the list, you can enter text in the **Status Description** field and PSV will attempt to match that description with the text description the device generates during an Alert condition.

---

**Note**

Keep in mind that the description being displayed on the device operator panel must match the description you have entered exactly in order for PSV to recognize the condition and act upon it.

---

## Customizing Status Codes

PSV also allows you to customize the severity level of any of the status code conditions. By default, PSV has assigned a pre-defined severity level to each status code, but you may decide that a code is too critical or not critical enough.

1. To modify status codes return to the Email Alerts main page and click the **Status Codes** button.

OKI PRINTING SOLUTIONS **PrintSuperVision** Enterprise Edition

User: Administrator » Logout

Email Alerts

Configure sending email alerts based on printer status

Buttons: Add Email Alert | Configure Email | Status Events | **Status Codes** | Users | Process Alerts Now

Edit	Printer	Event	User	Interval	Last Processed	Status
	All Printers	Toner, Drum, Fuser, Belt <= 10	Administrators (Group)	Daily	11/11/2008 7:53:55 AM	0 Emails Sent
	IP_19 (Group)	Toner, Drum <= 5	Administrators (Group)	Every Processing without duplicates	11/11/2008 3:21:52 PM	0 Emails Sent
	IP_44_45 (Group)	Toner Empty	Administrator	Daily	11/11/2008 7:53:55 AM	0 Emails Sent
	IP_45 (Group)	Toner Low	Administrators (Group)	Daily	11/11/2008 7:53:55 AM	0 Emails Sent
	All Printers	Error	Administrators (Group)	Daily	11/11/2008 7:53:55 AM	0 Emails Sent
	All Printers	Warning	Administrator	Daily	11/11/2008 7:54:01 AM	1 Emails Sent
	All Printers	test	Administrator	Daily	11/11/2008 7:54:02 AM	1 Emails Sent
	All Printers	Toner, Drum, Fuser, Belt <= 10	Administrators (Group)	Every Processing without duplicates	11/11/2008 3:21:52 PM	0 Emails Sent

2. Scroll through the list of conditions or type in a filter (search) word to narrow your choices.

OKI PRINTING SOLUTIONS **PrintSuperVision** Enterprise Edition

User: Administrator » Logout

Status Codes

Manage printer status codes, descriptions and severity

Filter:  Show

Edit Severity	Default Severity	Code	Description
	Same	-1	Black Toner <= 15%
	Same	-10	Cyan Drum Life <= 15 %
	Same	10001	Online
	Same	10002	Offline
	Same	10003	Warming Up
	Same	10004	Diagnostics Mode
	Same	10006	Toner Low
	Same	10007	Cancelling Job
	Same	10014	Printing Menu Map
	Same	10015	Printing Font
	Same	10017	Printing Demo Page
	Same	10023	Processing
	Same	10031	Initializing

3. Click on the severity icon listed in the **Edit Severity** column.

OKI PRINTING SOLUTIONS **PrintSuperVision** Enterprise Edition

User: Administrator » Logout

Status Codes

Manage printer status codes, descriptions and severity

Code: -1

Description: **Black Toner <= 15%**

Default Severity: **Warning**

Severity: Warning

Buttons: Back | Save

4. Select the new severity level from the drop down menu and click **Save**.

The default severity level and the changed severity level are displayed in the Status Codes page.

Edit Severity	Default Severity	Code	Description
✖	⚠	-1	Black Toner <= 15%
⚠	⚠	-10	Cyan Drum Life <= 15 %
✔	✔	10001	Online
⬇	✔	10002	Offline
⬇	✔	10003	Warming Up
⬇	✔	10004	Diagnostics Mode

5. Click your browsers back button to return to the Email Alerts main page.

For convenience and quick navigation, a **Users** button and **Process Alerts Now** button have been included on the Email Alerts page.

Edit	Printer	Event	User	Interval	Last Processed	Status
📁	All Printers	Toner, Drum, Fuser, Belt <= 10	Administrators (Group)	Daily	11/11/2008 7:53:55 AM	0 Emails Sent
📁	IP_19 (Group)	Toner, Drum <= 5	Administrators (Group)	Every Processing without duplicates	11/11/2008 3:21:52 PM	0 Emails Sent
📁	IP_44_45 (Group)	✖ Toner Empty	Administrator	Daily	11/11/2008 7:53:55 AM	0 Emails Sent
📁	IP_45 (Group)	⚠ Toner Low	Administrators (Group)	Daily	11/11/2008 7:53:55 AM	0 Emails Sent
📁	All Printers	✖ Error	Administrators (Group)	Daily	11/11/2008 7:53:55 AM	0 Emails Sent
📁	All Printers	⚠ Warning	Administrator	Daily	11/11/2008 7:54:01 AM	1 Emails Sent
📁	All Printers	⬇ test	Administrator	Daily	11/11/2008 7:54:02 AM	1 Emails Sent
📁	All Printers	Toner, Drum, Fuser, Belt <= 10	Administrators (Group)	Every Processing without duplicates	11/11/2008 3:21:52 PM	0 Emails Sent

The **User** button provides a link to the Assigned Users page and the **Process Alerts Now** button processes any outstanding Alert conditions immediately.

# Data Collection Interval

PSV periodically collects data from devices and saves it into a database, thereby enabling PSV to create reports or generate Alerts. Users with Admin rights can configure the data collection interval time in hours for basic usage information and in minutes for processing Alerts.

To set the data collection interval,

1. Click **Services > Data Collection Services** from the main menu.
2. Indicate the desired data collection interval times and click **Save**.

The screenshot shows the 'Data Collection Service' configuration page in the PrintSuperVision interface. The page title is 'Data Collection Service' and the subtitle is 'Collecting status and usage data for Alerts and Reports'. The interface includes a navigation menu with 'PRINTERS | SERVICES | REPORTS | TOOLS | OPTIONS | HELP |'. The user is logged in as 'Administrator' and can click 'Logout'. The configuration section has two input fields: 'Usage Data Collection Interval (hours)' set to '1' and 'Status Data Collection Interval (minutes)' set to '60'. Each field has a description: 'Number of hours between periodic collection of data.' and 'Number of minutes between periodic Alert Processing.' respectively. There is a 'Save' button below these fields. At the bottom, there is a 'Collect Data Now' button and a date selection field 'From (M/d/yyyy): 1/29/2009' with a 'Show' button.

To display a log of previous data collection activity for a selected date range, enter the appropriate date and click **Show**. PSV will list all data collection activity from the date indicated to the present date.

For added convenience, click the **Collect Data Now** button and specify options. Click the **Start** button to begin processing.

# Cloning

PSV Enterprise edition offers a time-saving feature called Cloning. Cloning is not available in PSV Professional edition. Cloning allows multiple devices of the same type to be configured remotely using the settings of an origin device.

Essentially, the cloning feature copies the device configuration settings of one device and saves the same settings to a group of similar devices.

---

## Note

*both the origin device and the target devices must be Oki branded devices and must be the same make and model number.*

---

1. Select **Tools** from the main menu and **Cloning** from the dropdown box.
2. Locate and select the device that will supply the configuration information to be cloned. Click a radio button associated with a group of devices.
3. Click **Next**.

The screenshot shows the OKI PrintSuperVision Enterprise Edition web interface. The top navigation bar includes links for PRINTERS, SERVICES, REPORTS, TOOLS, OPTIONS, and HELP. The user is logged in as Administrator. The current page is titled "Cloning>Select Printer Group" and includes a search bar and a "Logout" link. Below the title, there is a description: "Copy selected property values from one device to other similar devices" and a prompt: "Select Printer Group that has Origin Printer for Cloning." A table with three columns: "From", "Name", and "Location" is displayed. The table contains six rows, each with a radio button in the "From" column. Below the table is a "Next > (2)" button.

From	Name	Location
<input type="radio"/>	Desktop Printers	
<input type="radio"/>	IP_19	ODA
<input type="radio"/>	IP_44_45	ODA Eng
<input type="radio"/>	IP_45	ODA GMC
<input type="radio"/>	Marketing	2nd floor
<input type="radio"/>	All Printers	

Next > (2)

4. Select the radio button for the "origin" device and click **Next**.

OKI PRINTING SOLUTIONS | PRINTERS | SERVICES | REPORTS | TOOLS | OPTIONS | HELP |

**PrintSuperVision**  
Enterprise Edition

User: Administrator | Logout

Cloning>Select Origin Printer

Copy selected property values from one device to other similar devices

Select the Origin Printer for Cloning from IP\_19Group

From	Address	Model	Name	Location
<input type="radio"/>	172.31.19.93	C8600	OKI-C8600-4B5A37	
<input type="radio"/>	172.31.19.79	C5200ne		
<input checked="" type="radio"/>	172.31.19.75	B6300	B6300	
<input type="radio"/>	172.31.19.66	MC860	OKI-MC860-EB0EAD	
<input type="radio"/>	172.31.19.64	C5400n	3333	Mural1234
<input type="radio"/>	172.31.19.61	C6100	OKI-C6100-74CE32	
<input type="radio"/>	172.31.19.57	C6150	OKI-C6150-AB8ECF	
<input type="radio"/>	172.31.19.56	B410	OKI-B410-1BF1D6	
<input type="radio"/>	172.31.19.55	B410	OKI-B410-EB0DD2	Dragans cubicle
<input type="radio"/>	172.31.19.111	Xerox Phaser 3635MFP	XXR0000AAB934CF	

Next > (3)

5. Select a compatible "destination" device that will be configured with the same parameters and click **Next**.

6. Select properties to be cloned and click the **Start Cloning** button.

Cloning>Select Properties

Copy selected property values from one device to other similar devices.

Select Properties of the Origin Printers that you want to apply to Destination Printer(s).

From	Address	Model	Name	Location
+	172.31.19.72	B6500		

To	Address	Model	Name	Location
>	172.31.19.88	B6500		SWE Lab

Tray	Paper Size	Media Type	Media Weight
MP Tray	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tray1	<input checked="" type="checkbox"/> LETTER	<input type="checkbox"/> PLAIN	<input type="checkbox"/>
Tray2	<input type="checkbox"/> LETTER	<input type="checkbox"/> PLAIN	<input type="checkbox"/>
Tray3	<input type="checkbox"/> FOLIO	<input type="checkbox"/> PLAIN	<input type="checkbox"/>
Tray4	<input type="checkbox"/> LEGAL	<input type="checkbox"/> PLAIN	<input type="checkbox"/>
Tray5	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Select	Property	Value
<input checked="" type="checkbox"/>	Print Copies	1
<input type="checkbox"/>	Two Sided Printing	OFF

*PSV will apply the values of the selected properties to all destination devices indicated.*

### Note

*PrintSuperVision will not check to ensure a compatible destination device is selected. The origin device and all destination devices must be the same make and model in order for cloning to successfully take place.*

# Group Configuration

Only available in the PSV Enterprise edition, Group Configuration is a more advanced way to configure devices remotely by using the parameters from one device to set up the configuration of a group of similar devices.

Group configuration uses an XML file as a “Template” to remotely set up groups of devices. Currently there are 2 sample templates included with PSV: one used for making paper source settings and the other to change the web server password on a specific Oki monochrome printer.

Additional templates that allow for group configuration to occur can be requested from Oki Printing Solutions based on availability.

To use **Group Configuration**

1. Click the **Tools** from the main menu and click **Group Config** from the drop down box.



2. Select a template from the drop down menu, and click **Select Template**.

3. Select the Target Group of devices that will receive the new configuration. For a list of devices in each group click Show printers. Select the devices that will receive the configuration by clicking the check boxes in the **Select** column.



The “paper source” configuration from the origin device can be modified before applying the configuration to the group selected.

4. Make desired configuration changes and click **Apply**.

The other sample Group Configuration template changes a web server password on an Oki B6300 monochrome printer.

Select the B6300 Password Change option from the drop down menu.

Enter a new password, verify it.

5. Click Continue.

The new password will be saved to each B6300 device in the selected group as well as in the PSV database for future use and reference.

The screenshot shows the OKI PrintSuperVision Enterprise Edition web interface. At the top, there is a navigation menu with links for PRINTERS, SERVICES, REPORTS, TOOLS, OPTIONS, and HELP. Below this is a red header bar with the OKI logo and the text 'PrintSuperVision Enterprise Edition'. A search box is located in the top right corner. The user is logged in as 'Administrator' and can click 'Logout'. The main content area is titled 'Group Config' and contains the heading 'Configure a group of printers'. Below this heading, there is a form with the following elements: a 'Template:' dropdown menu currently set to 'B6300 Password Change' with a 'Select Template' button next to it; a 'New Password:' text input field; a 'Verify Password:' text input field; and a 'Continue' button.

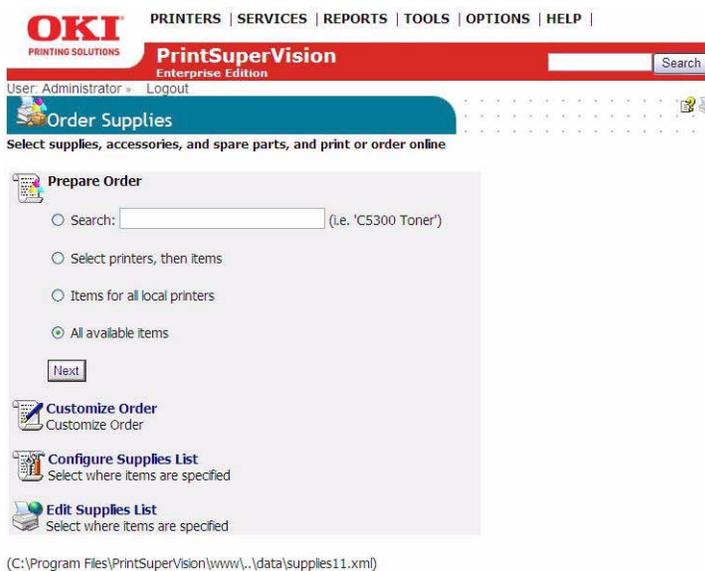
# Configuring the Ordering of Supplies

Both editions of PSV provide the option to order supplies on-line directly from the application. An Admin has several options to help make the supplies ordering process as easy and efficient as possible. We also understand that not every organization is setup to order on-line, so an option to disable on-line ordering is also included.

## 1. Select **Tools > Order Supplies** from the main menu.

The options in the Order Supplies section help users:

- Search for supply item
- Create an order manually
- Configure the URL for all on-line ordering
- Edit PSV's database of supplies
- Disable on-line ordering



(C:\Program Files\PrintSuperVision\www\..\data\supplies11.xml)

## Search for a Supply Item

To search for an item, click the search radio button, enter a description of a desired item and click the **Next** button. PSV will search its database for related supply items.

## Select Printers, Then Items

### 1. Click the Select printers< then items radio button and click **Next**.

*A list of monitored devices is displayed.*

### 2. Select the desired device by clicking the check box and click the **Next** button.

*A list of supply items related to the device will be displayed.*

### 3. Add the desired order quantity and click **Next > Order On-line**.

The default e-commerce site is <http://esales.okidata.com>, which can be changed to any e-commerce site [and will be discussed later in this section](#).

## Items for Local Printers

Click this option for a list of supply items related to the devices that PSV is currently monitoring. Use the list to obtain a description of the supply item and Oki part number needed to place an order. Click **Print** at the bottom of the list to print it.

## All Available Items

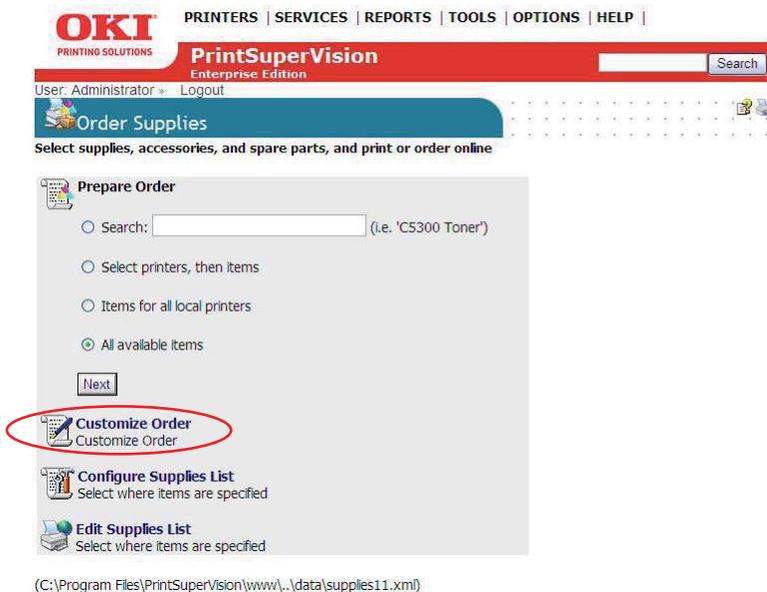
Click this option to display and print the entire database of supply items.

1. Enter a quantity of the item desired
2. Click the **Next/Print** button at the bottom of the list to generate and print a list of selected items.

## Customize order

If on-line ordering is not allowed in your organization, you have the option to manually create a printable supplies order page that contains the supply part number, description and quantity desired.

1. Click the **Customize Order** option.



2. You can add information to each supply order page by typing information in the **To:**, **From:**, **Subject:** and **Text:** fields template. Information typed will be added as a header to each supply order page.

3. Select the **Print Header Enable** check box to add the pre-configured information to each printable supplies order page.

OKI PRINTING SOLUTIONS | PRINTERS | SERVICES | REPORTS | TOOLS | OPTIONS | HELP |

**PrintSuperVision**  
Enterprise Edition

User: Administrator » Logout

Order Supplies > Customize Order

Select supplies, accessories, and spare parts, and print or order online

Print header:  Enable

To: Oki Data Corp  
2000 Bishops Gate Blvd.  
Mt. Laurel, NJ 08054

From: Acme Management Co.  
100 Mainstreet  
Anytown, AZ 10010

Subject: Oki Data Supplies

Text: Please ship Qty 4 Toner Cartridges for C710 printer and bill us.

Back Save

2/5/2009 3:18:19 PM PrintSuperVision © 2001-2009, Oki Data Americas, Inc.

4. Click **Save** to return to the Order Supplies page.

## Configuring the Supplies List

There are four options to configure the supplies list that is integrated into the PSV application. You can:

- Use the existing supplies list which obtains its information from <http://esales.okidata.com>
- Edit and add to the existing supplies list
- Point PSV to another list
- Disable supplies ordering entirely

OKI PRINTING SOLUTIONS | PRINTERS | SERVICES | REPORTS | TOOLS | OPTIONS | HELP |

**PrintSuperVision**  
Enterprise Edition

User: Administrator » Logout

Order Supplies > Configure Supplies List

Select supplies, accessories, and spare parts, and print or order online

Supplies List:

Default (esales.okidata.com)  Online Link  Verify before shopping chart

Edit Supplies List

Disable Ordering Supplies

Back Save

11/13/2008 11:34:28 AM PrintSuperVision © 2001-2008, Oki Data Americas, Inc.

## Default

Selecting **Default** continues to use the supplies list that is provided with the PSV application. As an added convenience you may want to allow your users to verify the ordering information before

linking to an e-commerce shopping cart. Click the **Verify before shopping cart** check box for that option.

## Enabling/Disabling on-line Supplies Ordering

To enable on-line ordering select the **Online Link** check box. This will add the **Order Online** button into the printer status page and allows users to order supplies on-line.

To disable on-line ordering, uncheck the **Online Link** box. This removes the **Order Online** button system wide and eliminates the ability to order supplies on-line.

## Editing the Supplies List

The default supplies ordering information list can also be customized. Editing the Supplies List creates an additional XML file that contains the default supplies ordering information plus any edits or additions you make to the default file.

Selecting the **Edit Supplies List** radio button tells PSV to use your edited list (versus the default list). Clicking on the **Edit Supplies List** link (displayed in blue) takes you to the area where additions and edits can be made (refer to the following screenshot).

The screenshot shows the OKI PrintSuperVision Enterprise Edition web interface. The navigation bar includes links for PRINTERS, SERVICES, REPORTS, TOOLS, OPTIONS, and HELP. The user is logged in as Administrator. The main heading is 'Order Supplies > Edit Supplies List'. Below the heading, there is a search bar and a description: 'The program searches 'Product Name' for printer model name and for the keywords: Cyan, Magenta, Yellow, Black, Toner, Drum, Fuser, Belt'. The main content is a table with the following data:

Edit	Product Name	Picture
1	Black Toner Cart. (C5100n/C5150n/C5200n/C5300n/C5400series/C5510MFP)-5K,Hi-Cap Compatible with: C5300n Color LED Printer,C5100n,C5100n Color LED Printer,C5200n Color LED Printer,C5400 Color LED Printer,C5400n Color LED Printer,C5400dn Color LED Printer,C5400tn Color LED Printer,C5400dtn Color LED Printer,C5150n Color LED Printer,C5510n MFP Color Multifunctional System	
2	Magenta Toner Cart. (C5100n/C5150n/C5200n/C5300n/C5400series/C5510MFP)-5K,Hi-Ca Compatible with: C5300n Color LED Printer,C5100n,C5100n Color LED Printer,C5200n Color LED Printer,C5400 Color LED Printer,C5400n Color LED Printer,C5400dn Color LED Printer,C5400tn Color LED Printer,C5400dtn Color LED Printer,C5150n Color LED Printer,C5510n MFP Color Multifunctional System	
3	Yellow Toner Cart. (C5100n/C5150n/C5200n/C5300n/C5400series/C5510MFP)-5K,Hi-Cap Compatible with: C5300n Color LED Printer,C5100n,C5100n Color LED Printer,C5200n Color LED Printer,C5400 Color LED Printer,C5400n Color LED Printer,C5400dn Color LED Printer,C5400tn Color LED Printer,C5400dtn Color LED Printer,C5150n Color LED Printer,C5510n MFP Color Multifunctional System	
4	Black Toner Cart. C5150/C5100/C5200/C5300/C5400 Series (C5510MFP) - 3K Compatible with: C5300n Color LED Printer,C5100n,C5100n Color LED Printer,C5200n Color LED Printer,C5400 Color LED Printer,C5400n Color LED Printer,C5400dn Color LED Printer,C5400tn Color LED Printer,C5400dtn Color LED Printer,C5150n Color LED Printer,C5510n MFP Color Multifunctional System	
	Black Toner Cartridge for C7100/C7300/C7500 Series 'Type C4' Compatible with: C7350hdn Color LED Printer,C7350n Color LED Printer,C7550hdn Color LED Printer,C7550n Color LED Printer,C7300,C7300, 230V (English),C7300N,C7300N, 230V (English),C7300DXN,C7300DXN, 230V (English),C7500N,C7500N, 230V (English),C7500DXN,C7500DXN, 230V (English),C7100,C7100n - Web Exclusive!,C7300 Color LED Printer,C7300n Color LED Printer,C7300dxn Color LED Printer,C7500n Color LED Printer,C7500dxn Color LED Printer	

1. Click on the globe icon displayed in the **Edit** column to edit existing information or scroll to the bottom of the list.

## 2. Click **Add Item**.

OKI PRINTING SOLUTIONS | PRINTERS | SERVICES | REPORTS | TOOLS | OPTIONS | HELP |

**PrintSuperVision**  
Enterprise Edition

User: Administrator | Logout

Order Supplies > Edit Supplies List

Supplies, accessories, and spare parts items

The program searches 'Product Name' for printer model name and for the keywords:  
Cyan, Magenta, Yellow, Black, Toner, Drum, Fuser, Belt

ID: 1

Name: Black Toner Cart. (C5100n/C5150n/C5200n/C5300n/C5400series/C5510MFP)-5K,Hi-Cap Compatible with: C5

URL: [http://esales.okidata.com/IWCatProductPage\\_process?Merchant\\_Id=1&Section\\_Id=73&pcount=0&Product\\_Id](http://esales.okidata.com/IWCatProductPage_process?Merchant_Id=1&Section_Id=73&pcount=0&Product_Id)

Picture: <http://esales.okidata.com/Images/Catalog/ProductImages/42127404.jpg>

Code: 42127404

Back Save  
Delete

3. Enter or edit the name and description of the supply item in the **Name** field. Since PSV uses the contents of the **Name** field as search criteria, it is important to indicate the model number of the device that the supply item is related to in that field.
4. If you plan to use a different e-commerce site than [esales.okidata.com](http://esales.okidata.com), enter the appropriate web site address in the URL field. If the URL field is left blank, the supply item will be unavailable to order on-line. The description of the supply item however will be available to print when creating a printed supplies order page described earlier.
5. The **Picture** field is used to display an image of the supply item when viewing the supplies list. Enter an appropriate link to the desired image. Leaving the field blank will still display a description and part number of the item in the supplies list, but no image will be displayed.
6. To edit the item's part number or SKU, enter the new number in the **Code** field.
7. Click the **Save** button to save your changes.

---

### **Note**

*This procedure must be replicated for each supply item if you intend to use an e-commerce site other than <http://esales.okidata.com>. As an alternative to editing each supply item manually, you may edit the Supplies List XML file that PSV uses for this purpose. Locate the file in the following folder and perform a global search and replace on the old/new URLs.*

*The XML file is stored in C:\Program Files\PrintSuperVision\www\..\data\supplies18.xml*

---

## Selecting an Alternative Supplies List

You can also point PSV to any other compatible XML file that contains custom supply descriptions and part numbers. Enter the appropriate URL of the file in the box and click the associated radio button.

Use the XML file mentioned above as a template when creating a custom supplies list.

## Disable Ordering Supplies

To completely disable the ability to order supplies either on-line or by manually printing a supplies order page ([discussed earlier](#)), click the **Disable Supplies Ordering** button and click **Save**.

OKI PRINTING SOLUTIONS PRINTERS | SERVICES | REPORTS | TOOLS | OPTIONS | HELP |

PrintSuperVision Enterprise Edition Search

User: Administrator Logout

Order Supplies > Configure Supplies List

Select supplies, accessories, and spare parts, and print or order online

Supplies List:

Default (esales.okidata.com)  Online Link  Verify before shopping chart

Edit Supplies List

**Disable Ordering Supplies**

Back Save

2/5/2009 3:28:28 PM PrintSuperVision © 2001-2009, Oki Data Americas, Inc.

## Editing the Supplies List (Optional Link)

The Edit Supplies List option provides a link to the same area [previously described](#). The link is provided for navigational convenience.

OKI PRINTING SOLUTIONS PRINTERS | SERVICES | REPORTS | TOOLS | OPTIONS | HELP |

PrintSuperVision Enterprise Edition Search

User: Administrator Logout

Order Supplies

Select supplies, accessories, and spare parts, and print or order online

Prepare Order

Search:  (i.e. 'C5300 Toner')

Select printers, then items

Items for all local printers

All available items

Next

Customize Order  
Customize Order

Configure Supplies List  
Select where items are specified

**Edit Supplies List**  
Select where items are specified

(C:\Program Files\PrintSuperVision\www\..\data\supplies11.xml)

# Supplies Ordering Calendar

To help you plan ahead when ordering supplies, PSV offers a monthly supplies calendar view that indicates (based on historic usage) when a supply item will run out and when a maintenance item needs to be replaced. You can print the calendar, adding your favorite picture if desired, and hang it on the wall.

1. Click **Tools** from the main menu and **Calendar** from the drop down menu.

The screenshot shows the PrintSuperVision web interface. At the top, there is a navigation bar with links for PRINTERS, SERVICES, REPORTS, TOOLS, OPTIONS, and HELP. Below this is a red header with the OKI logo and the text 'PrintSuperVision Enterprise Edition'. A search bar is located on the right side of the header. The user is logged in as 'Administrator' and can click 'Logout'. The main content area is titled 'Calendar' and contains the following text: 'PSV Monthly Supplies Calendar. Create calendar with dates indicating estimate of when supplies need to be replaced. You can choose picture and date range to be displayed in calendar.' Below this text is a link '>> Upload new picture for Calendar'. A table titled 'Select Calendar Picture:' allows the user to choose a picture. The table has columns for 'Select', 'Filename', 'Size', 'Created', and 'Delete'. There are two rows: one with a radio button, a picture of a red sports car, a filename, size of 147152 B, and creation date of 4/9/2003 5:39:02 PM; and another with a radio button and the text 'No Picture'. Below the table, there is a 'Picture width' field set to 80%. A 'Date from' field is set to 1/23/2009 and a 'Date to' field is set to 3/23/2009. There are two checked checkboxes: 'Show "expected empty" from supplies report' and 'Show "maintenance items"'. A 'Show Calendar' button is at the bottom.

Select	Filename	Size	Created	Delete
<input type="radio"/>		147152 B	4/9/2003 5:39:02 PM	
<input type="radio"/>	No Picture			

2. Select the **Picture** radio button if you wish to display and/or print an image with the calendar.
3. Select a date range for the calendar.
4. Select **Show expected Empty** from the supplies report and **Show maintenance items** if you wish to be reminded of both supplies and maintenance items (such as fusers and transfer belts).
5. Click the **Show Calendar** button to generate your supplies ordering calendar.

# Reporting

---

PSV can generate several reports that identify supplies use, predict toner replacement dates, indicate pages printed and export device properties.

Most reports can be displayed or saved in various formats including

- HTML
- XML
- Excel
- CSV
- text files.

Reports can be scheduled to be periodically generated and delivered by email.

Reports available depend on the PSV edition installed and user access rights.

## Available Reports

- Toner Changes Report (see page 58)
- Schedule Log Report (see page 60)
- Supplied Usage Report (see page 61)
- Printed Pages Report (see page 62)
- Color/Mono Pages Report (see page 63)
- Usage Report (see page 65)

## Selecting Report Attributes

Before selecting, configuring, and scheduling delivery of an individual report, you have the option to add or delete the device attributes and properties that are available for reporting.

To select reporting attributes

1. Select **Reports** from the main menu.
2. Click **Configure Properties and Attributes** from the drop down menu.

3. Select the desired device attributes that you want to include in all reports generated.

The screenshot shows the 'Configure properties and attributes' page in PrintSuperVision Enterprise Edition. The page is titled 'Configure properties and attributes' and includes a search bar and a 'Logout' link. Below the title, there is a section for 'Select properties and attributes to be included in scheduled reports.' This section is divided into two columns: 'Printer Properties' and 'Attributes'. The 'Printer Properties' column has the following items with checkboxes: ID (checked), Model, Control Panel, Name, Location, Contact, Printer Serial Number, Printer Asset Number, Physical (MAC) Address, NIC Type, IP Address, Printer Language, Default Emulation, Manufacturer, Print Orientation, Two Sided Printing, and Print Copies. The 'Attributes' column has the following items with checkboxes: Full Serial Number, Asset ID, Product Model, Street Address, City, State, Zip Code, Telephone, Contact Person, Email, Comments, Latitude, and Longitude.

4. Click the **Save** button at the bottom of the screen (not shown in screen shot) to save your selections.

## Toner Changes Report

The "Toner Changes" Report shows the dates of the last toner cartridge replacement for a group of devices and indicates if there was any toner remaining at the time of replacement. This report is particularly helpful in identifying wasted toner as a result of changing the cartridge too soon.

---

### Note

*The Toner Change Report is not available in the Professional Edition.*

---

## Generating a Toner Changes Report

1. Select **Reports** from the main menu and **Toner Changes Report** from the drop down box.

The screenshot shows the 'Toner Changes Report' configuration page in PrintSuperVision Enterprise Edition. The page is titled 'Toner Changes Report' and includes a search bar and a 'Logout' link. Below the title, there is a section for 'List of Toner Changed events'. This section includes a date range selector (From: 9/1/2008 To: 11/13/2008), a printer group selector (All Printers: (62 printers), Desktop Printers: (1 printer), IP\_19\_ODA (29 printers), IP\_44\_45\_ODA Eng (18 printers), IP\_45\_ODA GMC (5 printers), Marketing, 2nd floor (6 printers)), a table size selector (Month), and a format selector (HTML, Excel HTML). There is a 'Show' button and two buttons at the bottom: 'Schedule' and 'Schedule Logs'.

2. Enter a range of dates or click on the calendar icons to select dates. Select a group of devices to report on. Select a report format and the method to display results; by month or by various table sizes to make the data more readable.
3. Indicate either HTML or Excel format and click **Show** to generate the report.

PrintSuperVision: Toner Changes Report

Printer Group: **IP\_19**  
 From Date: **9/1/2008**  
 To Date: **11/13/2008**

Printer							Toner Type	Toner Remaining After Change		Last Recorded Toner Remaining Before Change		Total Page Count	
ID	Address	Model	Total Printed Pages	Printer Serial Number	Color Printed Pages	Mono Printed Pages		Date	Value (%)	Date	Value (%)	Date	Value
65	172.31.19.66	C6150	2679	BETA100018	203	31	<a href="#">Yellow Toner</a>	09/09/08	40	09/09/08	10	09/09/08	2338
65	172.31.19.66	C6150	2679	BETA100018	203	31	<a href="#">Cyan Toner</a>	09/30/08	100	09/30/08	10	09/30/08	2460

Total Read: 153806 Changes found: 2 Time: 18.3283596 sec

Printer							Toner Type	Toner Remaining After Change		Last Recorded Toner Remaining Before Change		Total Page Count	
ID	Address	Model	Total Printed Pages	Printer Serial Number	Color Printed Pages	Mono Printed Pages		Date	Value (%)	Date	Value (%)	Date	Value
84	172.31.19.118	B6500	3105			3105	<a href="#">Black Toner</a>	11/10/08	100	11/07/08	50	11/07/08	1676

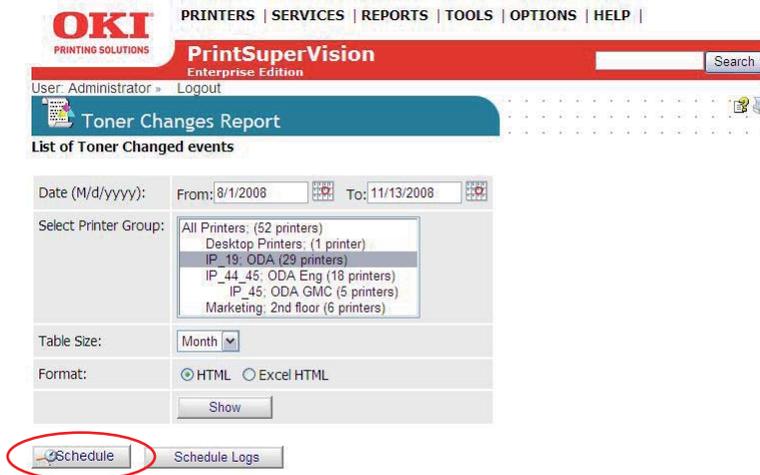
Total Read: 172987 Changes found: 3 Time: 20.1408828 sec

Additional details for toner replacement are available by clicking the toner type links (highlighted in blue). This presents a sub-report that can help you pinpoint toner remaining at on a particular date.

## Scheduling a Toner Changes Report

A Toner Changes report can be scheduled to run periodically and configured to be sent via email to an individual or group.

1. Click the **Schedule** button.



2. Select a starting date and time, select a recurring interval for the report to be generated and sent, indicate email recipients and click **Save**.

OKI PRINTING SOLUTIONS PRINTERS | SERVICES | REPORTS | TOOLS | OPTIONS | HELP |

PrintSuperVision Enterprise Edition Search

User: Administrator Logout

Toner Changes Report > Schedule > Add

Current Time: 11/13/2008 2:58:16 PM

Toner Changes Report:

Date: 11/3/2008 Time: 12:00 AM Recur Interval: One Time Email to: Administrator

Save Cancel

*The toner changes report will be generated and sent to the recipient on the dates and times indicated.*

## Schedule Log Report

The Schedule Log Report provides an activity status log.

1. Click **Schedule Logs**.
2. Enter a date range and select the desired activity.

# Supplies Usage Report

The Supplies Usage report displays current levels of toner as well as drum, transfer belt and fuser usage.

- The report can be created for a group of devices or a single device.
- Report data can be formatted into an HTML table, placed into an HTML-based chart, auto imported into Excel or presented in XML.

The Supplies Usage report helps you to plan your supply purchases by predicting when the consumables will run out.

1. Select **Reports** from the main menu and select **Supplies Usage**.
2. Select an individual device or group of devices from the dropdown menu.
3. Select the supplies you wish to view and the desired format of the report.
4. Click the **Show** button to run the report.

The screenshot shows the OKI PrintSuperVision Enterprise Edition interface. The top navigation bar includes links for PRINTERS, SERVICES, REPORTS, TOOLS, OPTIONS, and HELP. The user is logged in as Administrator. The main heading is "Supplies Usage" with a subtitle "Level of Toner, Drum, Belt and Fuser, including prediction of time when supplies are to be changed". The configuration form includes: Printer: All Printers; Supply: Toner, Drum, Belt, and Fuser (all checked); Format: HTML Chart (selected); and buttons for Show, Customize >>, Schedule, Schedule Logs, and Collect Data Now.

After running the report with the default settings, you can customize the report:

1. Click the **Customize** button to activate those features.
2. Select **Change By Date** and/or **Days Remaining**.

This screenshot shows the same interface as the previous one, but with the "Customize" options expanded. The "Show:" section is checked for Printer, Address, Model, and Name. The "Proactive Report:" section is checked for Change by Date and Days Remaining. Other options include Start Date, Start Value, Current Value, Maximum Count, Optimize Performance, and Order Supplies. At the bottom, there are input fields for "Show in Red if less than: 10 % Or 30 days" and "Report if data not older than: 7 days".

3. Click the **Schedule** button to schedule this report to run and be sent to a user via email.
4. Click **Schedule Log** to view a running log of scheduled events.

## Printed Pages Report

The printed pages report displays the number pages printed over a period of time by an individual device or by a group of devices. Like all PSV reports, you can use the **Configure Properties and Attributes** feature prior to defining the parameters of the report to add additional information to the report.

1. Select **Reports** from the main menu.
2. Select **Printed Pages Report** from the drop down box.

The screenshot shows the OKI PrintSuperVision Enterprise Edition web interface. The navigation menu includes PRINTERS | SERVICES | REPORTS | TOOLS | OPTIONS | HELP. The user is logged in as Administrator. The main heading is 'Printed Pages Report' with a subtitle: 'Pages printed per printer/day, with average data and charts. Report can be exported in various formats.' Below this, a note states: 'Reports are based on database populated by background data collection service. Allow some time for initial data to be collected.'

The configuration form includes the following fields:

- Printer: All Printers (dropdown menu)
- Date from (M/d/yyyy): [ ] to [ ] (date pickers)
- Pages printed per: Day (dropdown menu)
- Format:  HTML  CSV  Excel HTML  Text  XML  Compact XML
- Show:  Chart  Data by Printer  Data by Date

Buttons at the bottom include 'Schedule' and 'Schedule Logs'.

3. Select a single device or group of devices.
4. Enter a date range for the report.
5. Choose the desired format type.
6. Indicate whether you would like PSV to calculate average pages printed per day and /or to include a graph or chart of the pages printed.

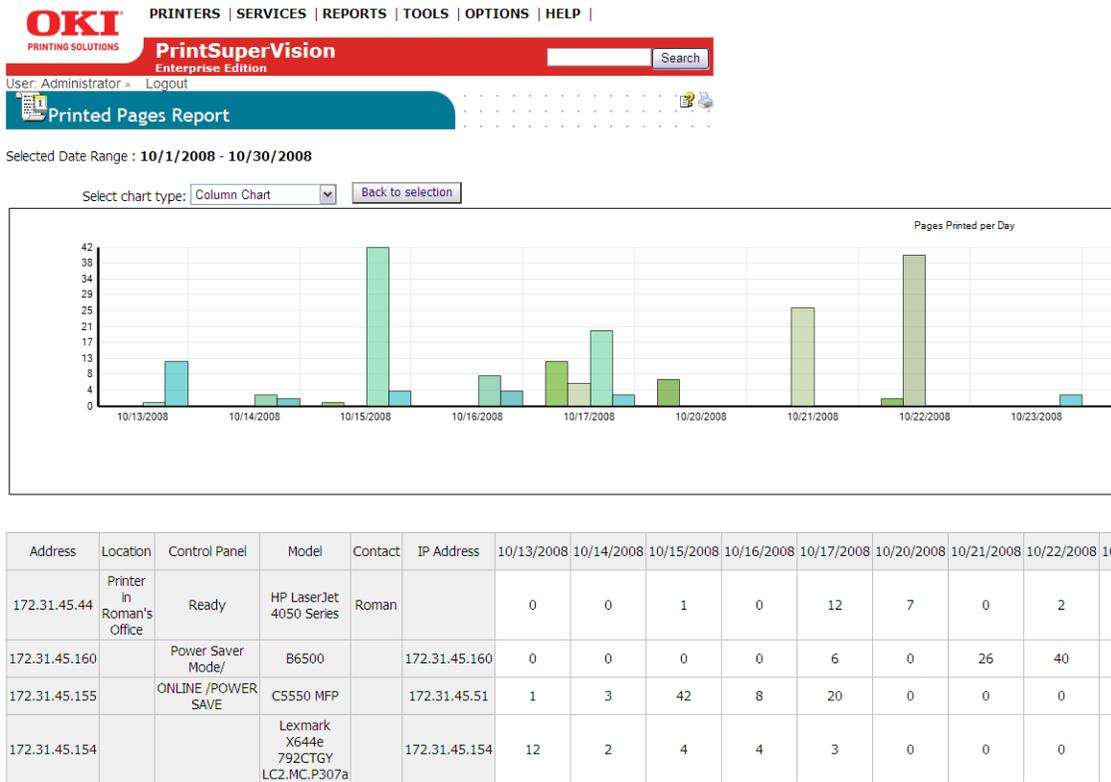
---

### Note

*If the Chart option is selected, the pages printed report can be graphed using several different charting formats such as pie charts, bar graphs and line graphs.*

---

7. Click the **Show** button to run the report. A sample report is displayed below.



- 8. The Printed Pages Report can also be scheduled and sent to a user at predetermined intervals. Click the **Schedule** button to configure the delivery frequency of the report.
- 9. Click **Schedule Logs** for a running log of printed Pages Report events.

## Color/Mono Pages Report

The color/mono pages report displays the color and mono page counts and adjusts for different paper sizes by displaying the equivalent A4/letter size page count in the total printed pages area.

---

### Note

*This report is only available in the PSV Enterprise Edition.*

---

- 1. From the main menu select **Reports**.

2. Select **Color/Mono Pages Report** from the drop down menu.

The screenshot shows the OKI PrintSuperVision Enterprise Edition web interface. At the top, there is a navigation menu with links for PRINTERS, SERVICES, REPORTS, TOOLS, OPTIONS, and HELP. Below this is a search bar and a user login area showing 'User: Administrator' and a 'Logout' link. The main heading is 'Color/Mono Pages Report' with a subtitle 'Daily printed pages with color/mono breakup'. The configuration area includes a 'Printer/Group' dropdown menu set to 'All Printers', a 'Date (M/d/yyyy)' range selector with 'From' and 'To' fields, and a 'Show:' section with three radio buttons: 'Per Printer Data' (checked), 'Counter Values', and 'Counter Changes'. There is also a 'Details:' section with a right-pointing arrow. At the bottom of the configuration area are 'Show' and 'Clear' buttons. Below the configuration area are two buttons: 'Schedule' and 'Schedule Logs'.

3. Select an individual or group of printers.
4. Enter a desired date range.
5. Choose how the data should be displayed.
6. Click the **Counter Values** radio button to display mono, color and total page counts as a snapshot on a particular day for a date range indicated.

---

**Note**

*This mode will display counter values on every day of the date range regardless of whether printing occurred on that day or not.*

---

7. Click the **Counter Changes** radio button to view only the daily changes volume for mono, color and total pages printed.
8. Click both **Counter Values** and **Counter Changes** for both.  
Additional formatting options are available under the **Details** button such as:
  - Averaging page counts over the number of days a device has been inactive
  - Displaying page counts every time PSV has polled the device
  - Displaying page counts from and to a specific date and time
9. Click **Show** to run the report.
10. Click the **Schedule** button to have the report sent to a user at predetermined intervals.
11. Click the **Schedule Logs** button for a running log of the Color/Mono Pages Report events.

# Usage Report

Many devices from Oki Printing Solutions are capable of producing a Usage Report that is generated and printed directly from the device. The Usage report tracks black and color printed pages and displays page counts in Letter/A4 size page equivalents (which is generally required for pay-for-print scenarios).

PrintSuperVision provides remote access to the Usage Report. As an added convenience, supplies and consumable status is also displayed in the Usage Report generated from PrintSuperVision. Consumable Status includes the number of times a consumable has been replaced.

---

## Note

*In most Oki devices, the Usage Report feature can be disabled from the operator panel on each device. If the Usage Report feature is disabled, PrintSuperVision will be unable to obtain the Usage Report page count information.*

---

As an alternative, an option is available in the Usage Report section of PrintSuperVision that enables “engine counts” to be displayed rather than page count data. Engine counts are used primarily for maintenance purposes and are referred to as “life counts” of the device.

To generate a Usage Report

1. Select **Reports** from the main menu.
2. Select **Usage Reports** from the drop down box.

The screenshot shows the PrintSuperVision web interface. At the top, there is a navigation bar with links for PRINTERS, SERVICES, REPORTS, TOOLS, OPTIONS, and HELP. Below this is a red header with the Oki logo and 'PrintSuperVision Enterprise Edition'. A search bar is located on the right. The user is logged in as 'Administrator' and can click 'Logout'. The main content area is titled 'Usage Report' and includes a sub-header: 'Current values of page counters, toner/drum, printed pages per paper size'. There are several configuration options: a 'Group' dropdown menu showing 'All Printers: (52 printers)' and a list of printer groups; a 'Format' section with radio buttons for HTML, HTML new window, CSV Text, CSV Excel, and XML; checkboxes for 'Show Engine Counts' and 'Collect Data'; and a 'Show' button. At the bottom, there are buttons for 'Configure Email', a dropdown for the email address 'Administrator (cmurali@okidata.com)', 'Send Email Now', 'Schedule', and 'Schedule Logs'.

3. Select a group of devices and indicate the file format of the Usage report.
  - **Show Engine Counts** is an option that displays life counter information but is not needed if the Usage Report option is enabled in the device and is reporting page count data to PrintSuperVision.
  - The **Collect Data** option instructs PSV to obtain the latest information from the device before the usage report is generated.
4. Click the **Show** button to generate a report.

- The **Email Configuration** button is provided as a navigational convenience and is not necessary if your email system has already been configured.
- The **Send Email Now** button sends the report in Email immediately to the recipient indicated in the drop down box.

5. Click the **Schedule** button to have the report sent to a user at predetermined intervals.

6. Click the **Schedule Logs** button for a running log of the Color/Mono Pages Report events.

As an added convenience PrintSuperVison can enable the Usage Report option remotely on some devices by clicking on the Enable Usage Report Feature. Select a group of devices and click **Start**.

## Exporting Properties and Attributes

The Export Printers Data option allows you to save all device properties and attributes for all devices PSV monitors. The data can be exported in several formats including Text, Excel, CSV, XML, Compact XML and HTML.

1. Select **Reports** from the main menu.
2. Select **Export Printers Data** from the drop down box.



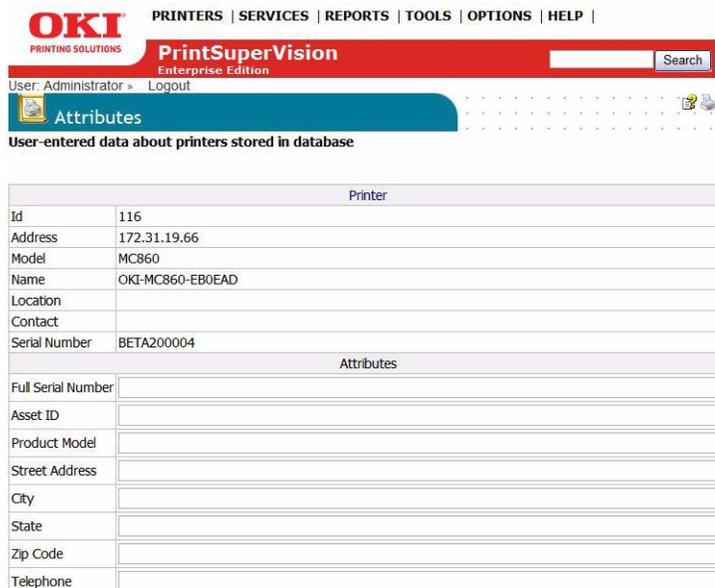
3. Select the desired format for the attribute/properties data.
4. Click **Show**.

# Adding Device Attribute Data

PrintSuperVison allows a user to attach attributes to a device to help locate it, to determine who is responsible for maintaining it, etc. The added attributes are not reported by the device, so as a user you must manually enter data into the attribute fields.

To add attribute data

1. Select **Printers** from the main menu.
2. Select **Printers** from the drop down menu.
3. Click on any status icon (printer icon in the left margin) to link to a print device's status page.
4. Click the **Attributes** button.
5. Click **Edit**.
6. Enter data in any of the **Attribute** fields and click **Save** at bottom of the screen.



The screenshot shows the PrintSuperVision Enterprise Edition interface. At the top, there is a navigation bar with links for PRINTERS, SERVICES, REPORTS, TOOLS, OPTIONS, and HELP. Below this is a search bar and a user status bar indicating the user is Administrator. The main content area is titled 'Attributes' and contains a table for printer information and a form for entering attributes.

Printer	
Id	116
Address	172.31.19.66
Model	MC860
Name	OKI-MC860-EB0EAD
Location	
Contact	
Serial Number	BETA200004

Attributes	
Full Serial Number	<input type="text"/>
Asset ID	<input type="text"/>
Product Model	<input type="text"/>
Street Address	<input type="text"/>
City	<input type="text"/>
State	<input type="text"/>
Zip Code	<input type="text"/>
Telephone	<input type="text"/>

The user-entered attribute information can be included in several reports if the same Attributes are selected from the **Configure Properties and Attribute** section listed under **Reports** in the main menu.

---

## Note

*An Admin can also import a CSV file that already contains the desired attributes associated with many devices at once.*

---

1. Click **Printers** from the main menu.
2. Select **Import Printers and Attributes**.
3. Browse for an appropriate CSV file, indicate how the fields are delimited and click **Import**.

# Configuring a Print Device Remotely ---

In addition to all of the configuration options that PSV provides, an Admin can always link to the device's on-board web page remotely to make even more configuration settings.

1. From the main menu select **Printers**.
2. Click **Printers** from the drop down menu to display a list of print devices.
3. Click on the highlighted IP address of a device and enter the Username and Password if required.
4. Once you have logged into the device's web server you can make various network settings, email settings and maintenance settings that help to better manage your fleet of print devices.

# Performing Day to Day Tasks

---

Depending on the degree of automation set up during initial configuration, PSV can essentially run in the background on autopilot and only alert you when a device needs attention, or routinely deliver usage reports.

But there will always be situations where you need to access PSV to check the status of a device, check the level of supplies or to manually run reports.

## Viewing device status

To view a list of devices that were previously discovered, select **Printers** from the main menu and click either **Printers**, **My printers**, or **Near Me**.

- **Printers** provides a list of all discovered devices.
- **My printers** displays only the devices that you previously added to the My Printer group.
- **Near Me** automatically displays the print devices that share similar IP addresses with the computer you are using to access the PSV server. The Near Me option cannot be customized.

When viewing a long list of devices, make sure to scroll to the bottom of the screen and click the **Refresh** button to obtain the most recent status information on all devices displayed.

You will notice after clicking **Refresh**, a teal color moves from line to line indicating that the device status is being refreshed. Notice too that the printer icons in the left margin are now color coded to quickly determine the status of the device.

-  Green indicates that the device is running fine, there are no Alerts and no supplies need to be ordered.
-  Yellow indicates that an alert has been received, an error has been detected or a lower level (less critical) action needs to be taken.
-  Red indicates that a critical error or serious Alert has been received and immediate action is required.
-  The information icon indicates an event has occurred, such as toner or drum replacement, cassette drawer is open or the device is printing. Generally no action is required when the information icon is displayed.
-  The "no access" icon indicates that the device is disconnected from the network, or is not responding.

At any time while viewing the list of devices you may click on the status icons in the left margin and link directly to the status page of the individual device.

## Quickly Access a Group of Devices

As an added convenience, a list of groups is displayed when "Printers" is selected from the **Printer** menu. Highlight a group name and the devices associated with the group are instantly displayed or use the **Search** option to locate a group.

# Changing the Device Properties Displayed

At any time, you may customize the device properties you wish to display on the **Printers Page**, with the exception of IP address which is always displayed.

1. Select **Printers** from the main menu.
2. Select **Printers** from the drop down menu.
3. Click the **Select Properties** link located just above the list of groups.

The screenshot shows the OKI PrintSuperVision Enterprise Edition web interface. The navigation bar includes links for PRINTERS, SERVICES, REPORTS, TOOLS, OPTIONS, and HELP. The user is logged in as Administrator. The main content area is titled 'Printers' and includes a search bar and a list of printer groups. The 'Select Properties' link is highlighted with a red circle. Below the list of groups is a table of printer details.

Show	Address	Model	Asset ID	Control Panel	Location	Contact
	172.31.44.57	HP Color LaserJet 4730mfp		Ready	here 2	me 3
	172.31.19.116	C9650		Ready To Print/Tray1 Near End		
	172.31.19.129	B6250		Power Saver Mode/		
	172.31.44.55	B6500		Power Saver Mode/		

4. Select the properties that you wish to display for each device. Notice too that you may select the device attributes that have been entered manually such as the city, state or postal code that pertains to the location of the device.

The screenshot shows the OKI PrintSuperVision Enterprise Edition web interface. At the top, there is a navigation menu with links for PRINTERS, SERVICES, REPORTS, TOOLS, OPTIONS, and HELP. Below this is a search bar and a user status bar indicating 'User: Administrator' and a 'Logout' link. The main heading is 'Printers' with a sub-heading 'Browse and search printers, groups and maps'. Below this, there are tabs for 'Printer Groups', 'Select Properties', 'Models', and 'Search'. A table of properties and attributes is displayed, with a 'Select All' checkbox at the top left. The table has two columns: 'Printer Properties' and 'Attributes'. The 'Printer Properties' column includes items like ID, Model, Control Panel, Name, Location, Contact, Printer Serial Number, Printer Asset Number, Physical (MAC) Address, NIC Type, IP Address, Printer Language, Default Emulation, Manufacturer, Print Orientation, Two Sided Printing, Print Copies, ISO Toner Size, Toner Size, Cyan Toner, Magenta Toner, and Yellow Toner. The 'Attributes' column includes items like Full Serial Number, Asset ID, Product Model, Street Address, City, State, Zip Code, Telephone, Contact Person, Email, Comments, Latitude, and Longitude. Several checkboxes are checked, including Model, Control Panel, Location, Contact, IP Address, Asset ID, and Product Model.

Printer Properties	Attributes
<input type="checkbox"/> ID	<input type="checkbox"/> Full Serial Number
<input checked="" type="checkbox"/> Model	<input checked="" type="checkbox"/> Asset ID
<input checked="" type="checkbox"/> Control Panel	<input type="checkbox"/> Product Model
<input type="checkbox"/> Name	<input type="checkbox"/> Street Address
<input checked="" type="checkbox"/> Location	<input type="checkbox"/> City
<input checked="" type="checkbox"/> Contact	<input type="checkbox"/> State
<input type="checkbox"/> Printer Serial Number	<input type="checkbox"/> Zip Code
<input type="checkbox"/> Printer Asset Number	<input type="checkbox"/> Telephone
<input type="checkbox"/> Physical (MAC) Address	<input type="checkbox"/> Contact Person
<input type="checkbox"/> NIC Type	<input type="checkbox"/> Email
<input checked="" type="checkbox"/> IP Address	<input type="checkbox"/> Comments
<input type="checkbox"/> Printer Language	<input type="checkbox"/> Latitude
<input type="checkbox"/> Default Emulation	<input type="checkbox"/> Longitude
<input type="checkbox"/> Manufacturer	
<input type="checkbox"/> Print Orientation	
<input type="checkbox"/> Two Sided Printing	
<input type="checkbox"/> Print Copies	
<input type="checkbox"/> ISO Toner Size	
<input type="checkbox"/> Toner Size	
<input type="checkbox"/> Cyan Toner	
<input type="checkbox"/> Magenta Toner	
<input type="checkbox"/> Yellow Toner	
<input type="checkbox"/> Black Toner	

5. Click on the desired check boxes .
6. Click **Save** at the bottom of the page.

# Searching for a Device

From the **Printers Page** you can use two methods to locate a particular device.

1. Click **Models** for a list of devices.
2. Select the model name of the device and click the **Show** button.
3. Use "Search" to type in the desired model name or number.

The screenshot shows the PrintSuperVision Enterprise Edition web interface. At the top, there is a navigation menu with links for PRINTERS, SERVICES, REPORTS, TOOLS, OPTIONS, and HELP. Below this is a search bar with the text "PrintSuperVision Enterprise Edition" and a "Search" button. The user is logged in as "Administrator" and can click "Logout". The main content area is titled "Printers" and includes a sub-header "Browse and search printers, groups and maps". There are two tabs: "Printer Groups" and "Models | Search", with "Models | Search" being the active tab. A dropdown menu is open under "Models | Search", showing a list of printer groups: "All Printers: (55 printers)", "Desktop Printers: (1 printer)", "IP\_19\_ ODA (30 printers)", "IP\_44\_45; ODA Eng (18 printers)", "IP\_45; ODA GMC (5 printers)", and "Marketing; 2nd floor (6 printers)". Below the dropdown is a table titled "All Printers" with columns for Show, Address, Model, Asset ID, Control Panel, Location, and Contact. The table contains four rows of printer data.

Show	Address	Model	Asset ID	Control Panel	Location	Contact
	172.31.44.57	HP Color LaserJet 4730mfp		Ready	here 2	me 3
	172.31.19.116	C9650		Ready To Print/Tray1 Near End		
	172.31.19.129	B6250		Power Saver Mode/		
	172.31.44.55	B6500		Power Saver Mode/		

# Changing Languages

The language displayed in PrintSuperVision can be changed at any time without the need to install language-specific versions of the application. To change language

1. Select **Options** from the main menu.
2. Select **Locale** from the drop down box.
3. Click the appropriate radio button.
4. Click the **save** button.

*The new language will be displayed.*

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## **Note**

*Version 3.6 has not been fully translated into all languages displayed.*

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# Downloading Oki Drivers

For convenience, PSV provides a built in search mechanism for Oki device drivers and quick links to download a specific driver. This feature saves time by eliminating the need to navigate, locate, and download drivers from the appropriate Oki website.

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## Note

*The driver search and download feature is only available when United States/English is selected as the Locale during setup.*

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1. Select **Tools** from the main menu.
2. Select **Drivers** from the drop down box.



Model: C710n

Link	Model: C710n	OS: Windows Vista	Language: English	Date: Go
<a href="#">English C710n PCL Driver for Windows XP x64 Edition - Windows Vista x64 Edition - Windows Server 2003 x64 Edition</a>	C710dn, C710dtn, C710n	Windows XP x64 Edition, Windows Vista x64 Edition, Windows Server 2003 x64 Edition	English (US)	05/07/2008
<a href="#">English C710n PCL Driver for Windows XP - Windows Vista - Windows Server 2003 - Windows 2000</a>	C710dn, C710dtn, C710n	Windows XP, Windows Vista, Windows Server 2003, Windows 2000	English (US)	05/07/2008
<a href="#">English C710n PS Driver for Windows XP x64 Edition - Windows Vista x64 Edition - Windows Server 2003 x64 Edition</a>	C710dn, C710dtn, C710n	Windows XP x64 Edition, Windows Vista x64 Edition, Windows Server 2003 x64 Edition	English (US)	05/13/2008
<a href="#">English C710n PS Driver for Windows XP - Windows Vista - Windows Server 2003 - Windows 2000</a>	C710dn, C710dtn, C710n	Windows XP, Windows Vista, Windows Server 2003, Windows 2000	English (US)	05/07/2008
<a href="#">English Color Access Policy Manager (CAPM) for Windows XP - Windows Vista - Windows Server 2003 - Windows 2000</a>	C3600n, C5650dn, C5650n, C6050dn, C6050n, C6150dn, C6150dtn, C6150hdn, C6150n, C710dn, C710dtn, C710n, C9650dn, C9650hdn, C9650n	Windows XP, Windows Vista, Windows Server 2003, Windows 2000	English (US)	
<a href="#">English Color Access Policy Manager (CAPM) for Windows XP - Windows Vista - Windows Server 2003 - Windows 2000</a>	C3600n, C5650dn, C5650n, C6050dn, C6050n, C6150dn, C6150dtn, C6150hdn, C6150n, C710dn, C710dtn, C710n, C9650dn, C9650hdn, C9650n	Windows XP, Windows Vista, Windows Server 2003, Windows 2000	English (US)	

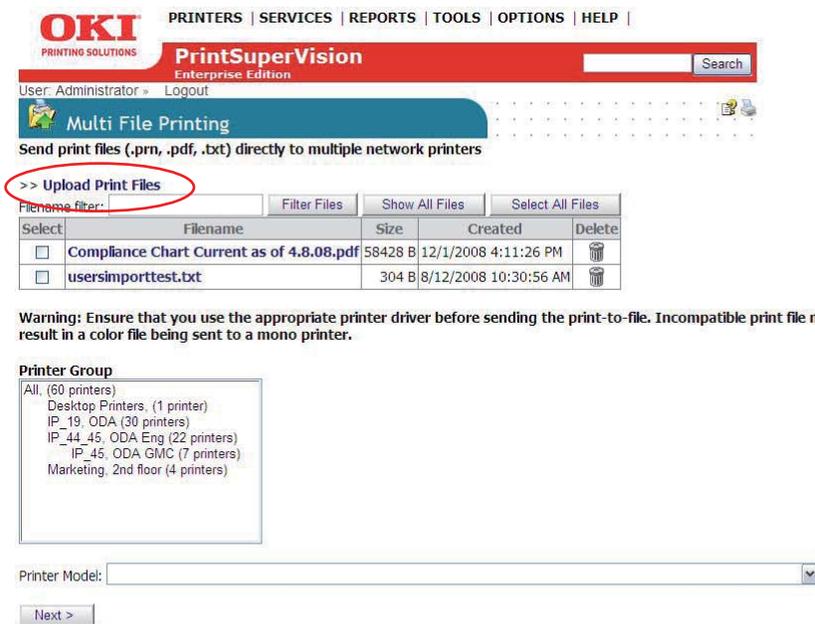
Drivers Online

3. Select the model, OS and Language of driver for which you are searching.
4. Click **Go**.
5. Click the link to the desired driver in the left column.
6. Click **Run** or **Save** the driver.

# Print to Remote Locations

PrintSuperVision can even send print jobs from a centralized location to many remote devices at one time. For example, an in-house graphic designer can create marketing material for their branch offices and use PrintSuperVision's Multi-File Printing Feature to distribute content electronically without the use of email.

1. Select **Tools** from the main menu
2. Select **Multi-file Printing** from the drop down box.



3. Click **Upload Print Files**.
4. Click **Browse** to locate any PDF, PRN or TXT file.
5. Click the **Upload** button.  
*The file is now ready to be distributed to one or many devices at one time using FTP, Port 9100 and/or LPR protocols.*
6. Add more files by repeating the process or click **Continue** to return to the Multi-file Printing main screen.
7. Select the desired file to send by clicking the checkbox. A **Select All** and **Show All** button have been included for convenience. You can also filter individual file formats by typing the format and clicking the **Filter Files** button.

# Creating a Maintenance Log / Managing Supplies Inventory

The Maintenance Log feature allows you to keep track of services performed on individual devices and acts as tool to help keep track of supply items kept in your inventory including the price you paid for the item. All of the data in this area must be entered by the user.

1. Select **Tools** from the main menu
2. Select **Maintenance Log** from the drop down box.

The screenshot shows the OKI PrintSuperVision Enterprise Edition web interface. The top navigation bar includes links for PRINTERS, SERVICES, REPORTS, TOOLS, OPTIONS, and HELP. The user is logged in as Administrator. The main heading is "Maintenance Log" with a sub-heading "Notes about servicing printing devices". The form contains several fields: "User" (dropdown menu set to Douglas August), "Printer" (dropdown menu set to All Printers), "Supplies" (dropdown menu set to All Supplies), "Date from(M/d/yyyy)" (calendar icon, set to 2/4/2009), "Date to" (calendar icon), "Comment contains:" (text input field with "Oki C710 printer serviced in Marketing Dept today"), "Sort:" (radio buttons for Date and Printer, with Date selected), and a "List" button. Below the form, a message states "No comments found for the specified criteria." and there are "Add Note" and "Supplies" buttons.

The screen shown above is used for searching for specific supply items and service calls that have been previously entered. Add various supply items and service calls before attempting to generate a list.

To add supplies to your electronic storage cabinet, click the **Supplies** button.

The screenshot shows the OKI PrintSuperVision Enterprise Edition web interface for adding supplies. The top navigation bar is the same as the previous screenshot. The user is logged in as Administrator. The main heading is "Add Supplies" with a sub-heading "Add an inventory item". The form contains several fields: "Name:" (text input field), "Model:" (text input field), "SKU:" (text input field), "Type:" (dropdown menu), "Units in Stock:" (text input field), and "Price / Unit:" (text input field). There are "Back" and "Save" buttons at the bottom of the form.

Enter the Brand of device, model name, SKU of the supply item and select the type of supply from the drop down menu. You can even enter the quantity that you are adding to inventory and price paid for the item.

Click **Save**.

The screenshot shows the PrintSuperVision Enterprise Edition interface. At the top, there is a navigation menu with links for PRINTERS, SERVICES, REPORTS, TOOLS, OPTIONS, and HELP. Below this is a red header bar with the OKI logo and the text 'PrintSuperVision Enterprise Edition'. A search bar is located on the right side of the header. The user is logged in as 'Administrator' and has a 'Logout' link. The main content area is titled 'Supplies' and displays a table of inventory items. Below the table are two buttons: 'Maintenance Log' and 'Add Supplies'.

Edit	Name	Model	SKU	Type	Units in Stock	Price / Unit
	HP	CM4730MFP	123678912	1469	1	300
	Oki	CX3641MFP	123456789	1400	3	150
	Oki	CX3641MFP	234567890	1401	3	150
	Oki	C710n	876543210	1407	1	89

You may return to the electronic storage cabinet at any time to edit the items, reduce the amount of inventory or delete the supply item. Click the brown box icon in the edit column to edit supply items.

To record a service call, click the **Maintenance Log** button and you will return to the main Maintenance Log screen. Click the **Add Note** button.

The screenshot shows the PrintSuperVision Enterprise Edition interface with the 'Maintenance Log > Add Note' button highlighted. Below the button is a form titled 'Notes about servicing printing devices'. The form contains the following fields: 'User' (Administrator), 'Printer' (172.31.44.154 - CX3641 MFP), 'Supplies' (Oki), 'Date(M/d/yyyy)' (2/4/2009), 'Comment' (MFP Serviced Today), and 'Cost' (150). There are 'Back' and 'Save' buttons at the bottom of the form.

Select the appropriate device from the drop down list, enter the date the service occurred, and add comments and the cost of the service. Click **Save** and a record of the service call is saved.

## Viewing a Login Log

The login log simply tracks who has logged into the system during a specific time interval.

1. Select **Options** from the main menu.

2. Select **Login Log** from the drop down box.

User	DateTime
Administrator	2/4/2009 1:11:06 PM
Administrator	2/4/2009 10:38:08 AM
Administrator	2/3/2009 11:15:16 AM
Administrator	2/3/2009 11:09:43 AM
Administrator	2/3/2009 9:52:42 AM
Administrator	1/30/2009 10:15:05 AM
Administrator	1/28/2009 9:48:15 AM

3. Enter the date interval and click **Show**.

## Clearing (Deleting) Logs

To save disk space you may choose to clear (delete) all report logs, maintenance logs and login logs.

4. Select **Options** from the main menu.
5. Select **Clear Logs** from the drop down box.

Warning: This option will remove all data without undo  
Are You sure you want to delete data ?

Clear Logs

6. Enter the date range, choose a specific device (or all devices) and indicate the type of log to delete.
7. Click the warning check box then click the **Clear Logs** button to permanently delete.

# Public Web Services

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PrintSupervision offers developers sample test applications and function calls to integrate PSV with your other Enterprise applications.

1. Select **Services** from the main menu.
2. Select **Public Web Services** from the drop down box.  
Six samples test applications are provided and explained below:

## Sample Test Applications

- **AboutVersion** - Shows the PSV version number
- **Address2 printers** - Provides the details of a specific device
- **GetProperties** - Shows device properties
- **Printers** - Provides a list of the devices along with device details
- **Status Codes** - Provides a list of Alert Status Codes, their descriptions, and their severity level
- **StatusSeverityNames** - Shows available status name choices such as OK, Info, Warning, Error