



## Configuration Guide

## Contents

<b>Introduction .....</b>	<b>5</b>
<b>What's New in Version 3.7 .....</b>	<b>6</b>
<b>Installing the Software .....</b>	<b>7</b>
<b>Setup and Configuration: Using the Setup Tool.....</b>	<b>9</b>
Selecting a Location/Language .....	10
Selecting a PSV Edition: Features Tab.....	11
Entering a Software License Key: Enterprise Edition Only.....	12
Selecting a Database: Database Tab .....	13
Assigning server memory limits to SQL server: Database Tab.....	15
Database Housekeeping features: Database Tab .....	16
Selecting a Web Server: Web Config Tab .....	17
Configuring an Internal Web Site: Web Config Tab .....	18
Configuring a Public Web Site: Web Config Tab.....	19
Assigning Admin Username and Password: Administrator Tab.....	20
Configuring your E-mail server: Alerts Tab .....	21
Data Synchronization: Data Synch Tab .....	23
Software Registration: Registration Tab .....	25
Check for Security Updates: Security Tab .....	26
Identifying PSV Version Numbers: Program Tab .....	27
<b>Getting Started .....</b>	<b>28</b>
Context Sensitive Help.....	28
User Access.....	28
Adding a User / Assigning Individual User rights .....	29
Importing a List of Users.....	30
Creating User Groups .....	30
Changing Your Password.....	31
Creating / Editing Groups of Devices .....	31
Adding/Removing a Device to/from a Group .....	32
Adding Maps and Floor Plans to a Group .....	35
Discovering Devices .....	38
Configuring Timeouts .....	46
Making Discovery Easier: Importing IP Addresses from a text file .....	46
Discovering Network Devices: Easy Configuration .....	48
<b>My Printers .....</b>	<b>49</b>
<b>Near Me .....</b>	<b>50</b>
<b>Computers with Agents .....</b>	<b>51</b>
<b>Configuring Email Alerts .....</b>	<b>52</b>
Configuring an Email Server .....	55
Testing The Email Alert Configuration .....	57
Configuring Status Events .....	58
Customizing Status Codes.....	60

Processing Alerts /Generating Alert Logs .....	62
<b>Data Collection Interval.....</b>	<b>64</b>
<b>Cloning .....</b>	<b>65</b>
<b>Group Configuration .....</b>	<b>68</b>
<b>Configuring Static IP Addresses .....</b>	<b>69</b>
By Groups that contain required attributes.....	69
By a Group of Devices in a Single Subnet.....	71
By CSV File .....	75
Changing IP addresses without Admin Rights .....	77
<b>Supplies Ordering .....</b>	<b>79</b>
Searching for a supply item.....	80
Items For Local Printers.....	80
Customizing Supplies Orders .....	81
Configuring the Supplies List .....	82
Enabling / Disabling Online Supplies Ordering.....	83
Editing the Supplies List.....	83
Selecting an Alternative Supplies List .....	85
Disabling Supplies Ordering.....	85
Supplies Ordering Calendar .....	87
<b>Reporting.....</b>	<b>88</b>
Available Reports .....	88
Configuring Report Properties.....	88
The Supplies Levels Report .....	90
The Toner Changes Report.....	91
Supplies Usage Report.....	94
Printed Pages Report .....	98
Color/ Mono Pages Report.....	100
Exporting Device Properties and Attributes Report .....	101
Usage Report .....	102
Monthly Printing Report .....	104
Windows Print Job Logs .....	105
Printers Log Report .....	108
Device Job Logs Report.....	110
<b>Adding Device Attribute Data.....</b>	<b>112</b>
<b>Configuring a Print Device Remotely .....</b>	<b>113</b>
<b>Data Synchronization.....</b>	<b>114</b>
Viewing a List of Sending Sites .....	116
Generating Reports from Sending Sites .....	117
<b>Monitoring Locally Connected Devices .....</b>	<b>118</b>
Installing the PSV Agent: Option 1 .....	118
Configuring the PSV Agent .....	119
Installing the PSV Agent Using PSV Director: Option 2.....	121
PSV Assistant .....	125
<b>Performing Day to Day Tasks.....</b>	<b>128</b>
Viewing Device Status .....	128

Quick Search .....	129
Changing the Device Properties Displayed .....	130
Additional Configuration Settings .....	131
Changing Languages .....	132
Downloading Oki Drivers .....	132
<b>Sending Files / Updating Firmware from PSV .....</b>	<b>134</b>
<b>Creating a Maintenance Log / Managing Supplies Inventory .....</b>	<b>136</b>
<b>Creating a Log-in Log.....</b>	<b>139</b>
Clearing (Deleting) Logs .....	139
<b>Public Web Services.....</b>	<b>140</b>

## ***Introduction***

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

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

## ***What's New in Version 3.7***

Perhaps the most important enhancement in version 3.7 Enterprise Edition is the ability to monitor Oki devices that are not directly connected to the network, (i.e.) devices that are connected **to networked PC's** via USB interface.

PSV Enterprise Edition now monitors locally connected Oki devices through the use of an agent which can be installed on Windows-based laptops or desktops. The agent can also be pushed down **to an entire fleet of PC's using the new PSV "Director" application.** For more information on the Agent and Director proceed to the Monitoring Locally Connected Devices section on page 120.

**Note:** The PSV Professional Edition does not support locally-connected device monitoring and therefore does not include the Agent or Director applications.

Several other noteworthy enhancements have been made to both PSV Pro and PSV Enterprise Editions in version 3.7 and include:

- Product License Key now required for Enterprise Edition
- Data Synchronization added to Enterprise Edition: Ability to transfer data from one PSV site to another
- **"Usage based" alerts added to both editions: sends alerts when supplies are low or out**
- Ability to remotely change IP addresses on Oki devices from Dynamic assigned to Static and vice versa
- Ability to identify computers that have the PSV Agent installed
- Ability to view supply status and page counts of the locally connected device
- **Added "Windows Job Logs" to show print job details if PSV Agent is installed**
- **Added "Device Job Logs" to show print job data for selected devices**
- **Added a "supplies levels report"**
- Improved device import process (from excel or CSV file)
- Added a **"monthly printing report"**
- Changed default database from MS Access to SQL Compact in PSV Pro edition
- Quick Search Added to both Pro and Enterprise Editions
- Enhanced the file download feature to support remote firmware installation

## Installing the Software

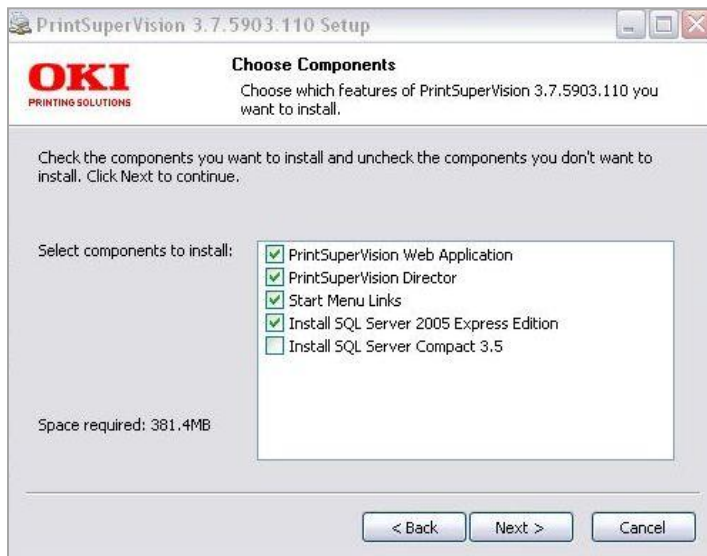
PSV Professional and Enterprise Editions are available from [www.okidata.com](http://www.okidata.com) at <http://www.okidata.com/mkt/html/nf/PrintSuperVizion.html>

Both Enterprise and Professional editions downloaded from the web include the PSV Server application. PSV Enterprise also includes the PSV Director application described later. The corresponding PSV Agent application is available as a separate download from the web and operates only with PSV Enterprise.

During installation, PSV checks the target server to see if .NET 2.0 (or above) is installed. If the .NET platform is not detected, PSV will link the user to the Microsoft website to download and install the .NET software. PSV also provides the option to download and install **Microsoft's free versions** of SQL databases such as the Express Edition and Compact Edition. Keep in mind that PSV uses Microsoft Access as the default database which is built into the server application. Using SQL databases is optional.

To install PrintSuperVizion, locate the executable file that was downloaded from the Oki website, and click on it. A standard licensing agreement is displayed. If you agree with the license agreement, click **Next**.

Both editions allow you to select the desired components to install. The following dialog box displays the options that can be installed in the Enterprise Edition. Fewer choices are available from the same dialog box when installing the Professional edition.



An application called PSV Director can be installed along with the core server (web) application and other options. PSV Director provides Windows domain administrators the ability to remotely install, upgrade, uninstall, monitor, and configure the PSV Agent (which is a separate download).

The Director can also collect information about printer queues, drivers, and ports on either a single computer or all computers in a domain. PSV Director will be discussed in more detail in the **Monitoring Locally Connected Devices** section. Click the PSV Director check box if you wish to install that module.

**Note:** When PSV Director is installed, you can find it later by clicking **Start /All Programs /PrintSuperVision**. It is not accessible from the setup wizard discussed in the following section.

You also have the option to install free versions of SQL Express or SQL Compact Editions which will be used later to collect device information and subsequently to run reports.

If you do not install SQL Express or SQL Compact edition you will still be able to use **PSV's** built-in Microsoft Access database that installs automatically with the PSV server application.



## ***Setup and Configuration: Using the Setup Tool***

Immediately following installation, the PSV setup tool (wizard) 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 server 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 clicking **All Programs / PrintSuperVision / PrintSuperVision Setup**.

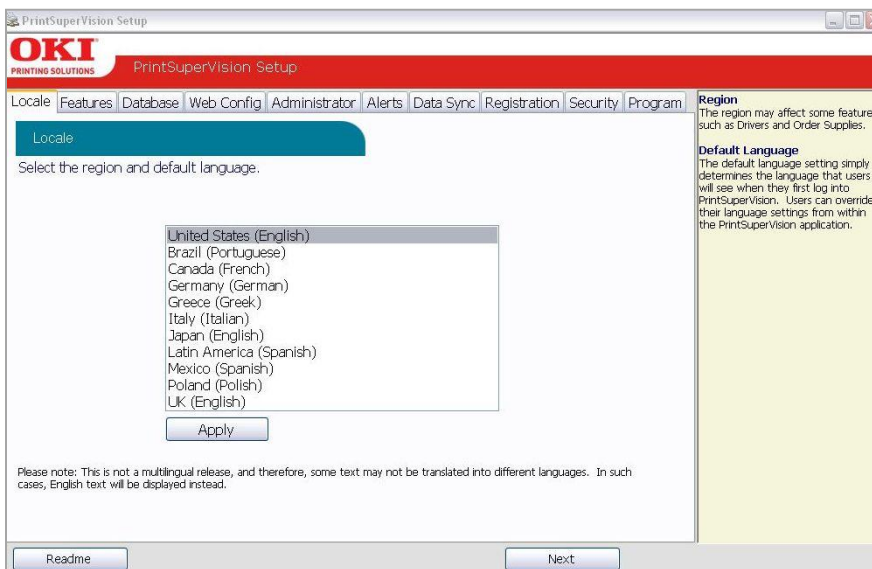
**Note:** Certain changes using the PSV setup tool can only be made when the web application and PSV Engine services are not running. For example, in order to change the web server **component from "embedded" to "IIS"**, the web service application must not be running.

## Selecting a Location/Language

The PSV setup tool launches directly into the Locale tab and displays the Location/ Language selection screen first.

1. Select a default location / language for all users
2. Click Apply and Next

Each user can later change his/her language preference directly from the application. Use caution however when selecting the desired language since it is changed as soon as the **user clicks "Apply"**. If you are not familiar with the language selected, it may be difficult to return to your native language.

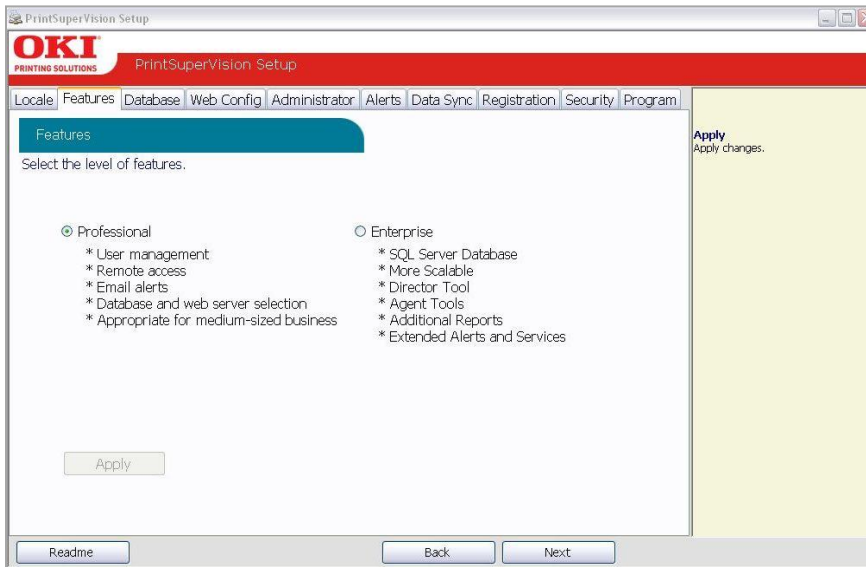


**Note:** The location/language selected effects enabling or disabling the On-Line supplies ordering feature in PSV. Selecting "United States" will enable the On-Line ordering feature while selecting any other location disables the ability to order supplies on-line from links that appear within the application.

## Selecting a PSV Edition: Features Tab

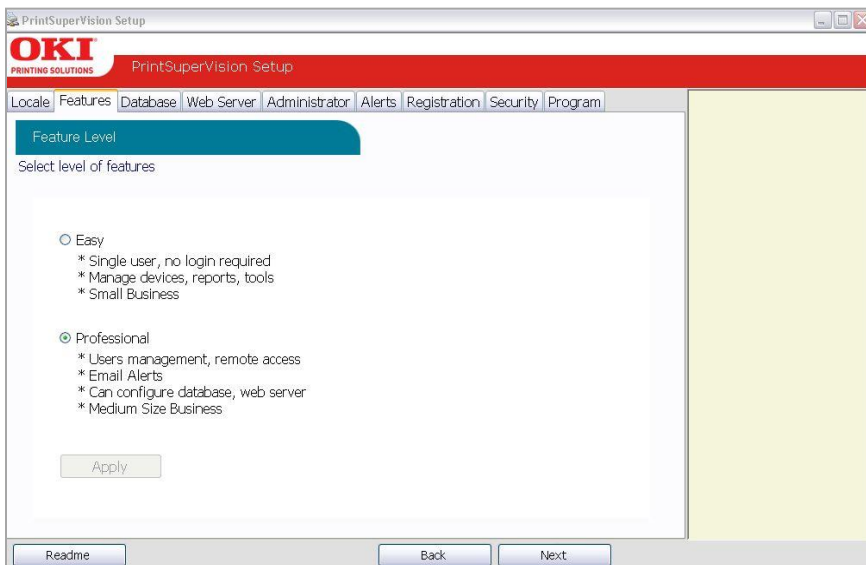
After choosing a language and clicking **Next** you will be prompted to select the PSV edition that you would like to use.

If you installed the Enterprise Edition you are offered the choice to install either the Enterprise or Pro edition (but not the single-user Easy edition).



Select the desired PSV configuration, Click **Apply** and **Next**.

If you installed the Professional edition you have the choice of selecting the Single-user "Easy" edition or the standard server-based Professional edition. Select the appropriate configuration and click **Apply** and then **Next**.



**Entering a Software License Key:** Enterprise Edition Only

If you selected the Enterprise Edition you will be prompted to enter a valid license key that can be requested from Oki Data Customer Support via email at [psvlicensekey@okidata.com](mailto:psvlicensekey@okidata.com) or by calling 800-okidata.

Enter a valid license key and Click **OK**

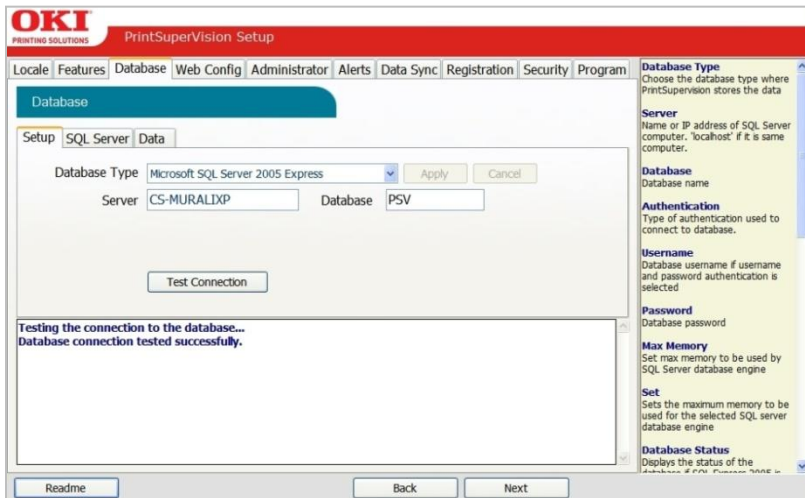


## Selecting a Database: Database Tab

The next step is to select the type of database you would like to use with PrintSupervision. As mentioned previously, both editions of PrintSuperVision utilize a built-in Microsoft Access database, but you may choose other options as well.

If you do not wish to use the built-in Access database, PSV allows you to select SQL Compact Edition 3.5 (in the Pro edition) as well as SQL Server 2005 Express in the Enterprise edition. Both versions of SQL were provided as optional choices when installing PSV Enterprise.

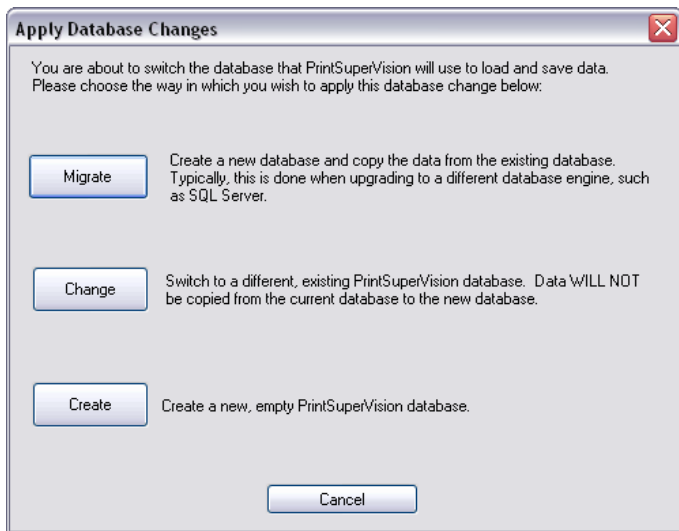
While in the **Database** tab, Click the **Setup** tab and select the desired database from the dropdown menu.



**Note:** The Screen shot shown above is from PSV Enterprise. PSV Professional does not provide the option to enter a name for the server or database.

Also note that the SQL Server Tab is dynamic and will only appear if you have a full version or express version of SQL server installed on the server/computer.

Click **Apply**, and the following options are presented:



Please note that even if you already have a compatible database such as SQL Compact Edition installed on your server, you still must complete the following steps to “**create**” it so that PSV knows where to save data.

Click one of the following options:

- **Migrate:** Migrates your current database to a new one
- **Change:** Switches to an existing database
- **Create:** Creates a new database

For new PSV Installations click **Create** which creates a new (empty) database.

To switch to an existing database without saving any previous data click **Change**.

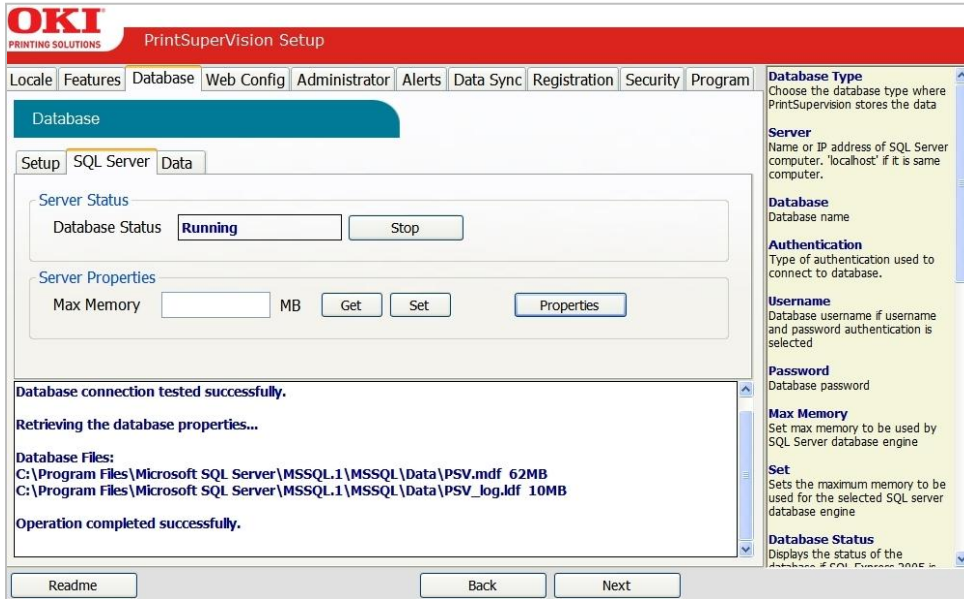
To create a new database and copy existing data to the new database click **Migrate**.

Click **Start** to process the database selection and click **OK** when the operation is complete.

Notice in the Enterprise Edition (not available in Pro) that you may also test the connection to the server and enter a new name for the server if you selected SQL Server 2005 Express or another SQL database such as SQL 2000, 2005, or MSDE that have already been installed on the server.

## Assigning server memory limits to SQL server: Database Tab

If the server you are installing PSV on already has a full version (or express version) of SQL installed, the SQL Server tab will appear in the Database section.



This tab allows you to assign a maximum amount of memory that SQL can use and may prevent SQL from consuming a significant part of your server's memory.

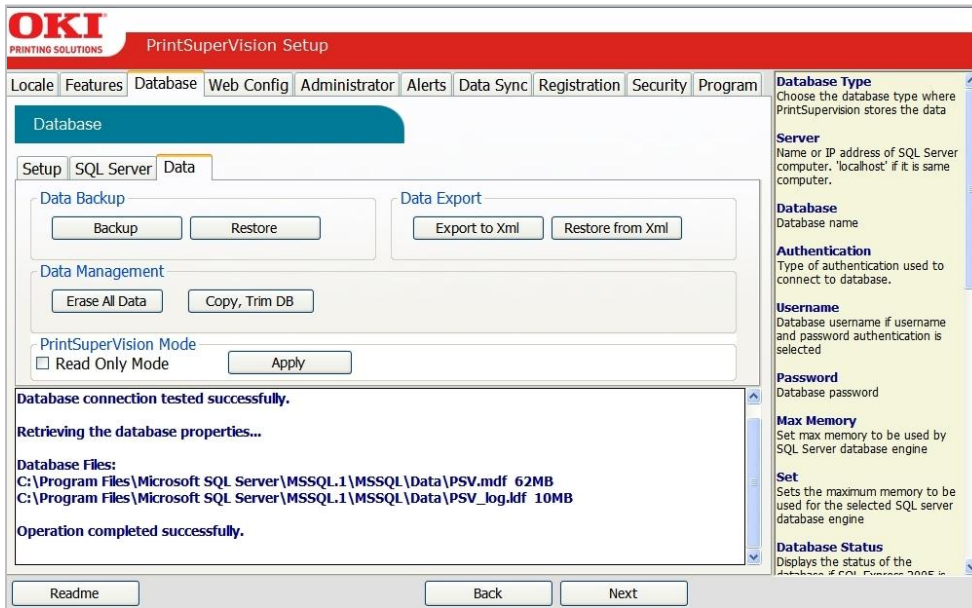
To check the amount of memory (RAM) that SQL is currently using click the **Get** button. A numeric value will be displayed. To allocate a larger or smaller amount of RAM to the database application, type in an amount (in megabytes) in the **Max Memory** field and click the **Set** button.

You may also click the **Properties** button to see the accumulated size of your database files.

**Note:** The SQL Server tab is not available in the PSV Pro edition

## Database Housekeeping features: Database Tab

While in the database section, you may also click the **Data Tab** for several other database “housekeeping” options such as backing up and restoring a database, exporting data, erasing, copying, and trimming data from an existing database.



A noteworthy feature in the **Data** section is the **Read Only Mode**.

By checking the **Read Only Mode** box it prevents PSV from discovering devices. This is particularly useful when a device database has been imported for diagnostic purposes and you do not want PSV to discover those devices. But use caution and do not check the Read Only Mode box for normal operation.

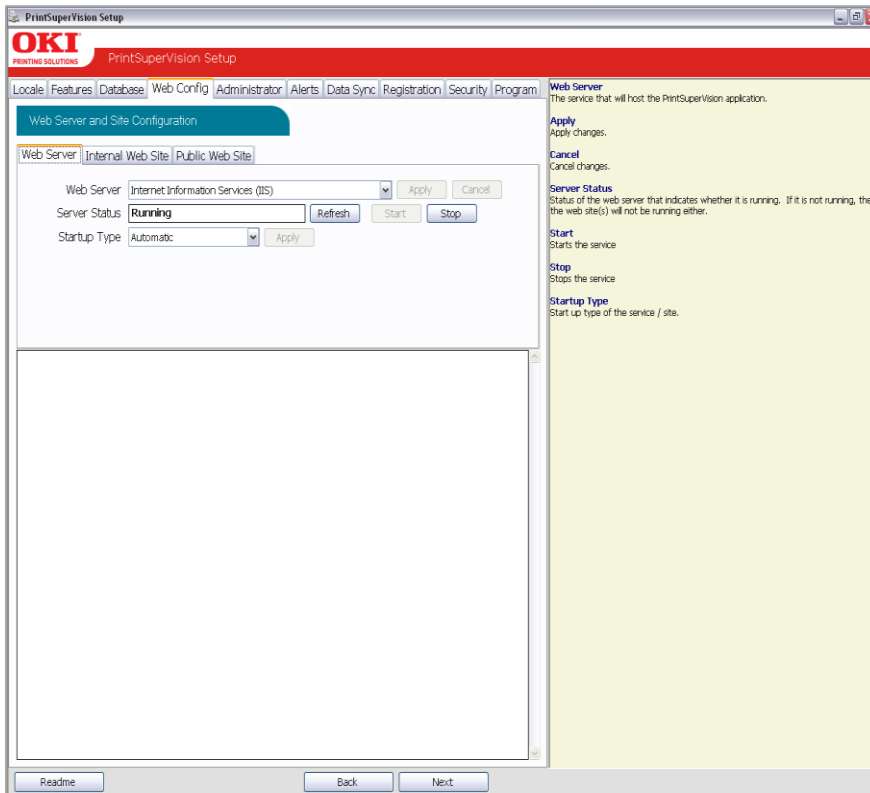
Perform the desired functions and click **Next** to move to the next setup module.



## Selecting a Web Server: Web Config Tab

PSV supports both Microsoft IIS web server and/or an Embedded Web Server that is packaged with the PSV application. It is strongly recommended to use IIS if you will be monitoring large networks with hundreds or thousands of devices. The embedded server provides the same functionality as IIS but performance can be affected when using it in large network installations.

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



Select the desired web server from the drop down box and click **Apply**.

The server status box indicates whether the service is running and you have the ability to start it or stop it. You also have the option to select how the web server should start: automatically, manually or disabled. Make the desired settings and click **Apply**.

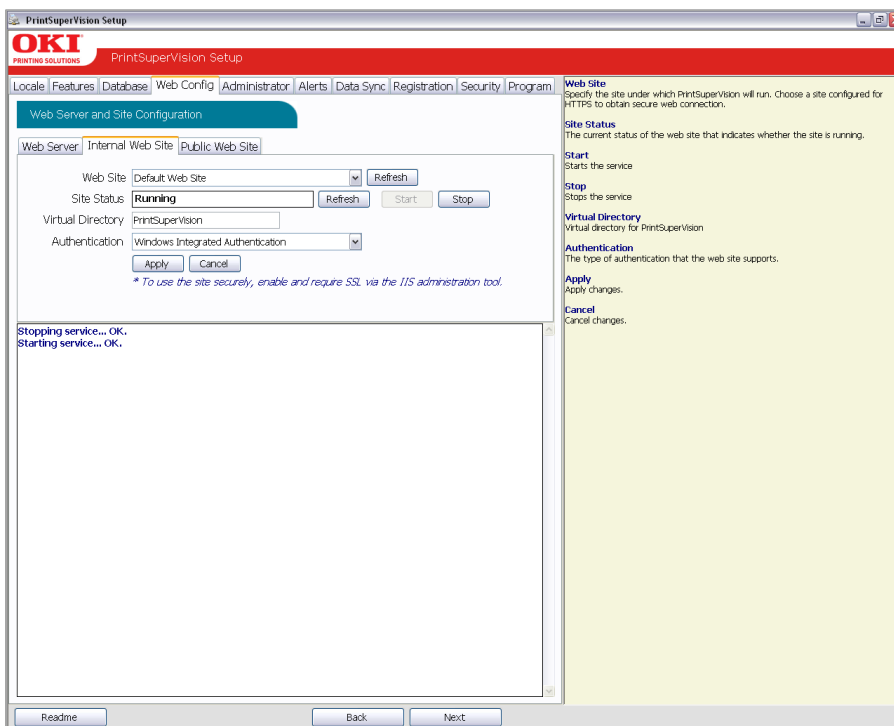
## Configuring an Internal Web Site: Web Config Tab

PSV provides an option to select a pre-defined web site rather than using the default web site. When multiple web sites are created and configured in IIS, the website names will appear in the website selection drop down box. Select the appropriate web site or use the default if no web sites have been previously configured.

PSV also provides the option to use a unique **virtual directory** name or use the default name, which is configured as "PrintSuperVision".

The **Authentication** option eliminates the need for an Admin to log in to PSV if they have previously been authenticated on their domain. Select **Windows Integrated Authentication** to take advantage of this time saving feature.

To require Admin log-in every time, keep the default setting which is **PrintSupervision Authentication**.



Click **Apply** to save changes.

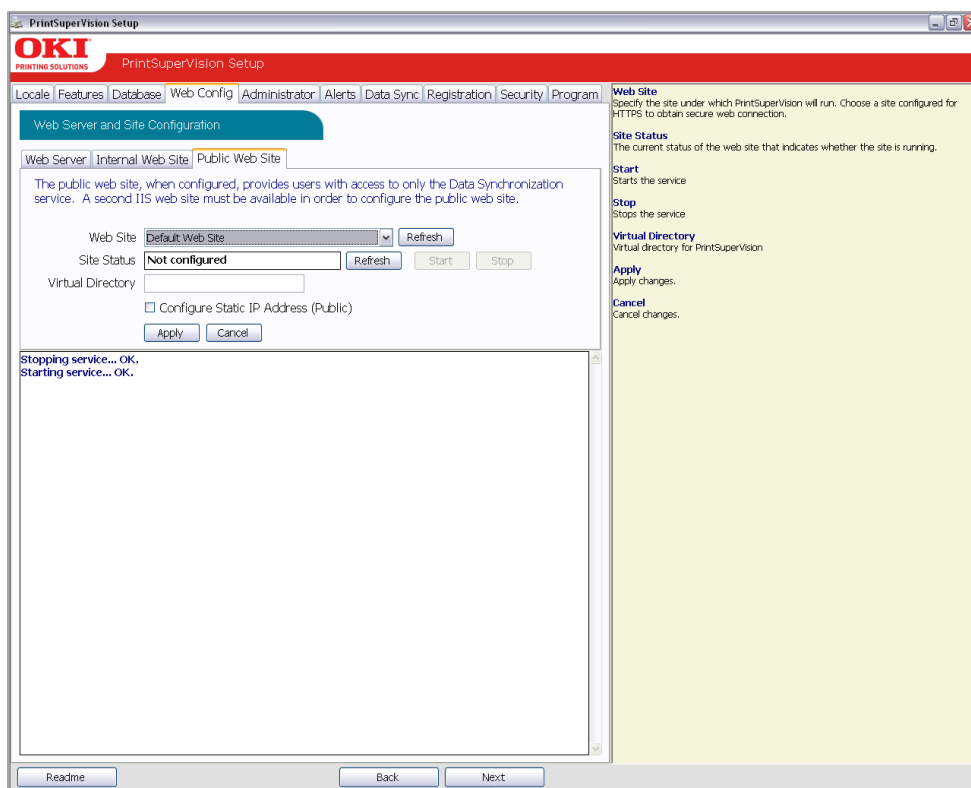
## Configuring a Public Web Site: Web Config Tab

The Public Web Site tab is only supported in PSV Enterprise edition and will appear only if IIS is selected as the web server.

The Public Web Site feature allows you to create an intranet or internet site that can receive data from multiple PSV server sites or from multiple PSV Agents. This can be particularly helpful in retrieving device page counts and other supply status information from one designated site rather than requiring users to access multiple PSV server sites.

An additional feature in PSV v3.7 allows IT technicians to change IP address configurations (on Oki Devices only) from dynamic to static by using an intranet web page without the need to access the core PSV server application. In this scenario, a technician, who does not have PSV Admin rights can simply access an intranet web page rather than having to run a standalone utility.

You must create the intranet web page by adding a **Virtual Directory** prior to entering the virtual directory name and/or selecting the **Configure Static IP Address** check box in the setup routine. A new virtual directory can be created from the IIS section in your OS.

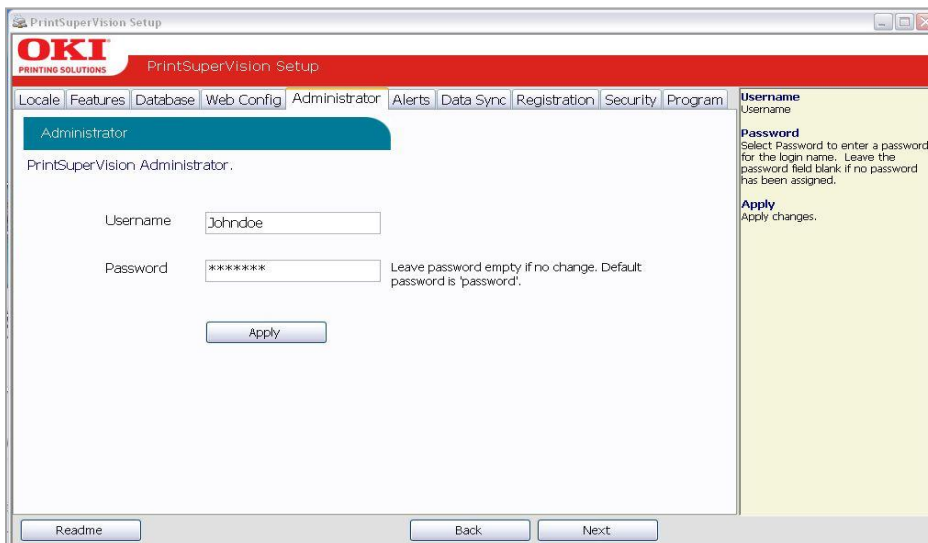


**Note:** This feature is intended for Intranet usage only, so if the PSV public website is configured for public internet, the check box should not be selected.

## Assigning Admin Username and Password: Administrator Tab

Newly installed versions of PSV come with a single user account called "Admin" which has all Administrator Access rights. It is strongly recommended to enter a new Username and Password for the global Administrator.

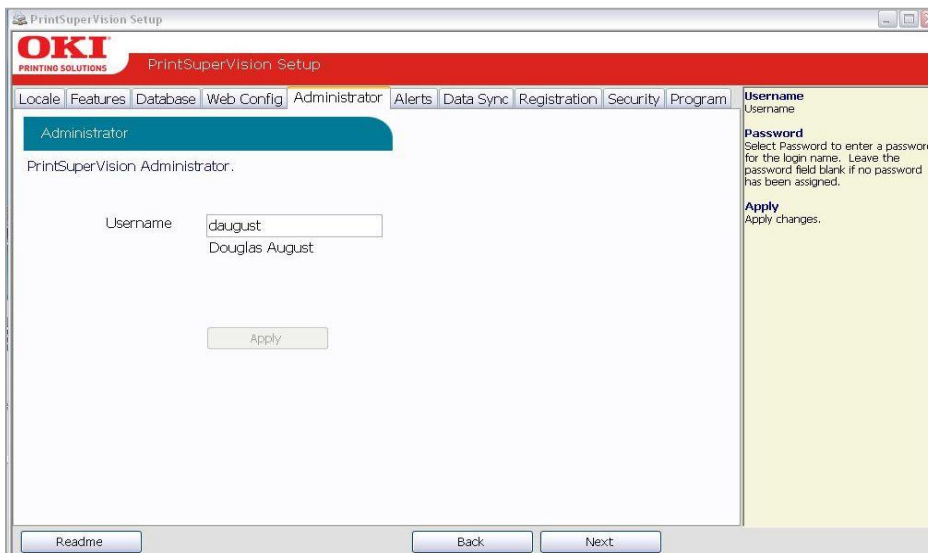
The Global Administrator can later add other administrators or standard users from within the application.



The screenshot shows the 'Administrator' tab in the 'PrintSuperVision Setup' application. The window title is 'PrintSuperVision Setup'. The OKI logo and 'PRINTING SOLUTIONS' are visible in the top left. The navigation tabs include 'Locale', 'Features', 'Database', 'Web Config', 'Administrator', 'Alerts', 'Data Sync', 'Registration', 'Security', and 'Program'. The 'Administrator' tab is selected and highlighted in blue. Below the tab, the text 'PrintSuperVision Administrator.' is displayed. There are two input fields: 'Username' with the value 'Johndoe' and 'Password' with masked characters '\*\*\*\*\*'. A note next to the password field reads: 'Leave password empty if no change. Default password is 'password''. An 'Apply' button is located below the password field. On the right side of the window, there is a yellow sidebar with the following text: 'Username', 'Password', 'Apply', and 'Apply changes.'. At the bottom of the window, there are three buttons: 'Readme', 'Back', and 'Next'.

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

If you selected **Windows Integrated Authentication** mode described in the last section, the following screen will be displayed just for verification.

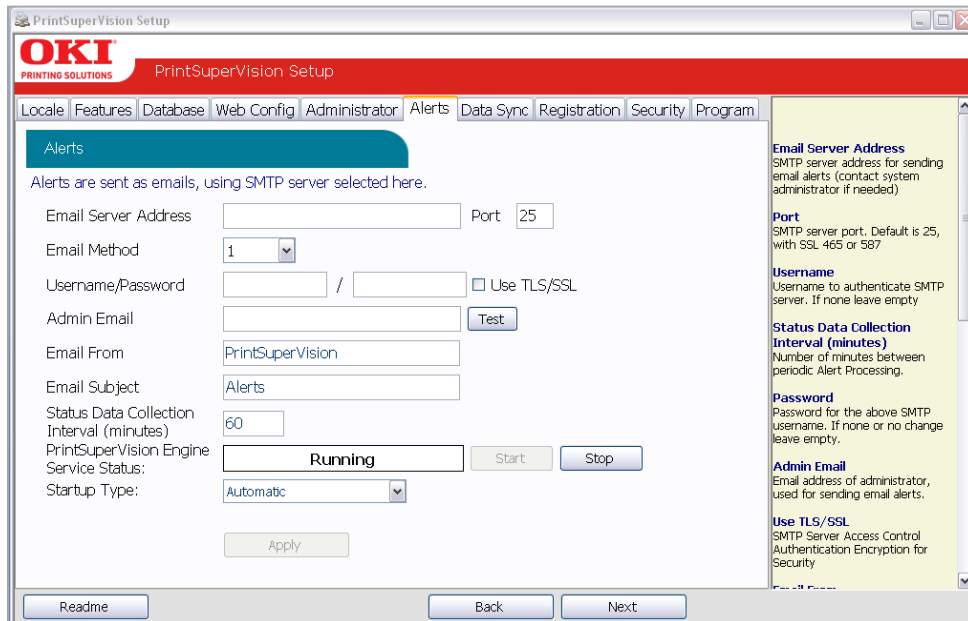


The screenshot shows the 'Administrator' tab in the 'PrintSuperVision Setup' application, similar to the previous one. The window title is 'PrintSuperVision Setup'. The OKI logo and 'PRINTING SOLUTIONS' are visible in the top left. The navigation tabs include 'Locale', 'Features', 'Database', 'Web Config', 'Administrator', 'Alerts', 'Data Sync', 'Registration', 'Security', and 'Program'. The 'Administrator' tab is selected and highlighted in blue. Below the tab, the text 'PrintSuperVision Administrator.' is displayed. There are two input fields: 'Username' with the value 'daugust' and 'Douglas August' below it, and 'Password' with masked characters '\*\*\*\*\*'. A note next to the password field reads: 'Leave password empty if no change. Default password is 'password''. An 'Apply' button is located below the password field. On the right side of the window, there is a yellow sidebar with the following text: 'Username', 'Password', 'Apply', and 'Apply changes.'. At the bottom of the window, there are three buttons: 'Readme', 'Back', and 'Next'.

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

## Configuring your E-mail server: Alerts Tab

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 'PrintSuperVision Setup' window with the 'Alerts' tab selected. The window has a red header with the OKI logo and 'PrintSuperVision Setup'. Below the header is a navigation bar with tabs: Locale, Features, Database, Web Config, Administrator, Alerts (selected), Data Sync, Registration, Security, and Program. The main area is titled 'Alerts' and contains the following fields and controls:

- Alerts are sent as emails, using SMTP server selected here.
- Email Server Address: [Text Field] Port: [25]
- Email Method: [1]
- Username/Password: [Text Field] / [Text Field]  Use TLS/SSL
- Admin Email: [Text Field] [Test]
- Email From: [PrintSuperVision]
- Email Subject: [Alerts]
- Status Data Collection Interval (minutes): [60]
- PrintSuperVision Engine Service Status: [Running] [Start] [Stop]
- Startup Type: [Automatic]
- [Apply]
- [Readme] [Back] [Next]

On the right side, there is a help panel with 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.
- Use TLS/SSL**  
SMTP Server Access Control Authentication Encryption for Security

Enter the desired Email Server Address and SMTP server port (default port number is 25 and 456 or 587 if using SSL/ TLS).

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 message

Method 1 is recommended, but you may try methods 2, 3 and 4 if emails are not successfully sent using the default setting.

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.

Enter the email address of the recipient in the Admin Email field.

As an added convenience, PSV allows you customize the header and subject line of all email messages sent. Add the desired words **to the “Email From” and “Email Subject” fields or keep the defaults which are** PrintSuperVision and Alerts.

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 you 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.

You can test the email connection by clicking the **Test** button (located next to the Admin Email field). PSV will attempt to send an email message to the address you specified.

If an email is received successfully, click **Apply** to save your settings and click **Next** to go to the next setup module.

## Data Synchronization: Data Synch Tab

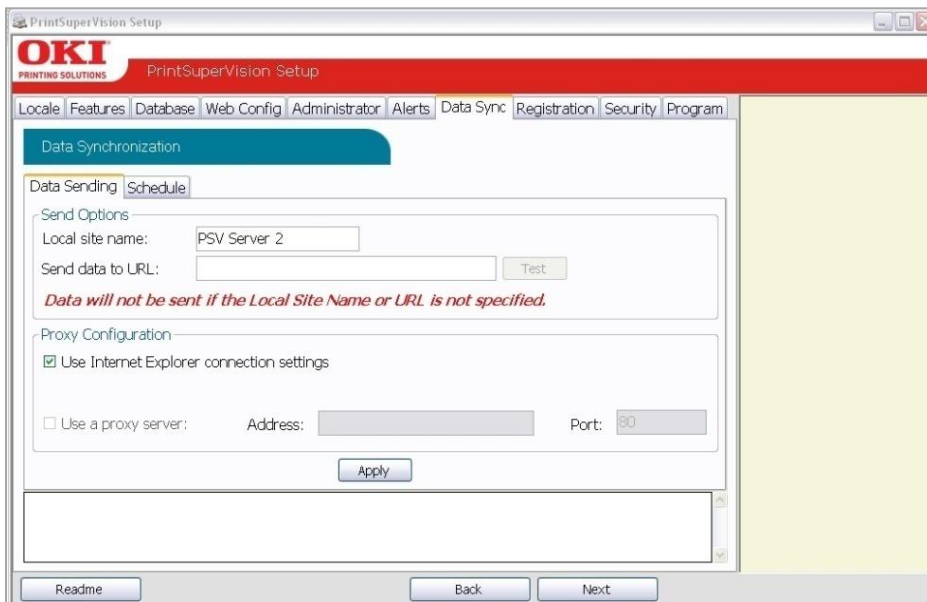
Making configuration settings in the Data Sync section are only required when multiple PSV servers are installed and are configured to communicate with each other (a new feature in PSV 3.7).

Disregard this section and click **Next** if you have a single PSV server /site that does not communicate with any other PSV server.

**Note:** PSV Enterprise Edition can receive and send data while PSV Professional Edition can only send data, therefore an Enterprise Edition must be designated as a receiving site.

Each PSV Enterprise server (site) can send and receive data which can help streamline the reporting process by collecting and saving data in one central location. Thus an admin may run reports from other PSV sites while being logged into one server designated as the "receiving site".

To receive data from other PSV sites, simply enter the name of the receiving PSV site in the "Local Site Name" field. If no data will be sent from the receiving hub PSV site, leave the Send Data to URL field blank.



It is important that the Local Site Name is specified. If a name is not entered, data will not be sent during data synchronization.

Each remote PSV site must also be configured to send data to the central hub PSV receiving site. To do that, you must log into each remote PSV site, assign a local

site name as we just did, and indicate the address / URL of the receiving PSV site in the **Send Data to URL** field.

The data synch feature also allows you to specify a proxy server should one be required to connect to the PSV receiver site.

Keep the default setting; **Use IE Connection Settings** checked if you would like the proxy configuration to be **fetches from the current user's** Internet Explorer configuration. Otherwise, check the **Use Proxy Server** box and enter the appropriate proxy address and port number.

Click **Apply** to save changes.

To schedule how often data synchronization should take place among PSV sites, click the **Schedule** tab and enter the appropriate time and interval.

If no interval values are entered, PSV assigns a default value of 24 hours. The minimum value is 1 hour and the maximum interval value is 99 hours (which is 4.125 days).

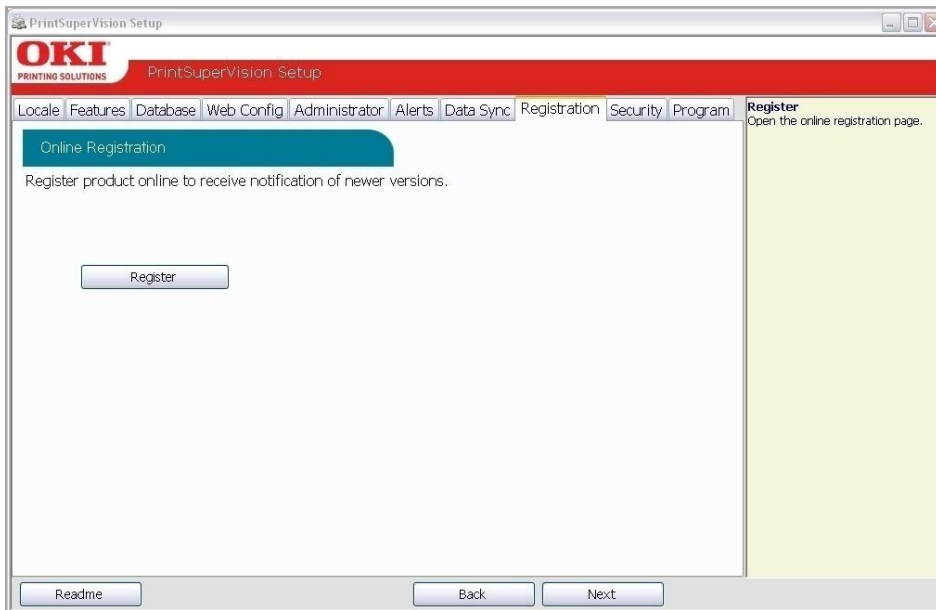
Click **Apply** to save changes and click **Next** to proceed to the next section

**Note:** The ability to configure the Data Synchronization feature is also available from within the PSV application and will be discussed later in this guide.



## Software Registration: Registration Tab

You can register your new PrintSuperVision software with Oki Data Americas or Oki Europe Ltd. on-line 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.

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.

Enter your user information including your email address and click **Save**.

A validation email will be sent to the email address indicated. Click the validation link in the email message when you receive it and your information will be registered.

The PSV Setup tool will still be running. Click on the PSV Setup tool icon in the tool bar to return to the Setup process. Click **Next** to go to the next setup module.

## Check for Security Updates: Security Tab

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

Simply click on the Windows Updates Link to go to:

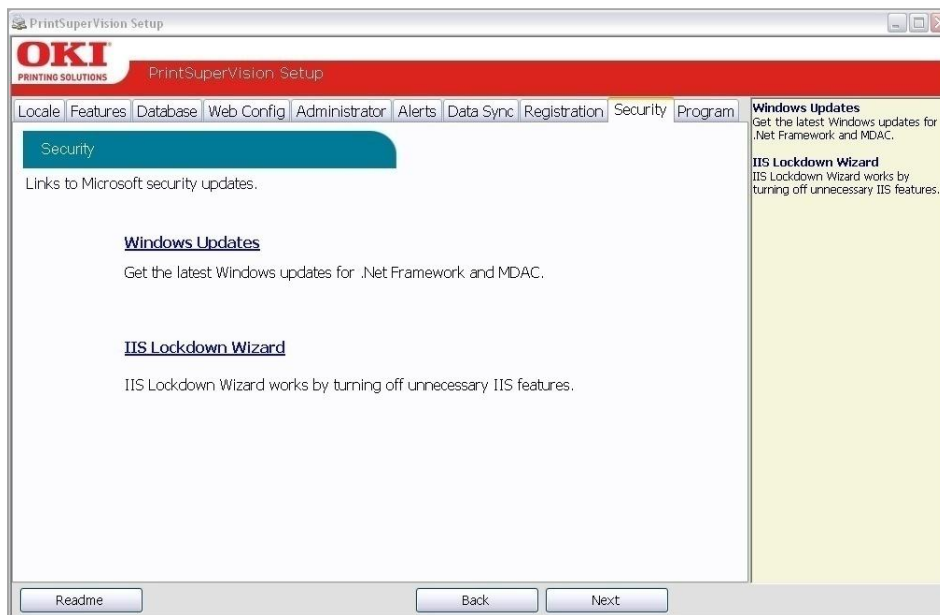
<http://update.microsoft.com/microsoftupdate/v6/default.aspx?ln=en-us>

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>

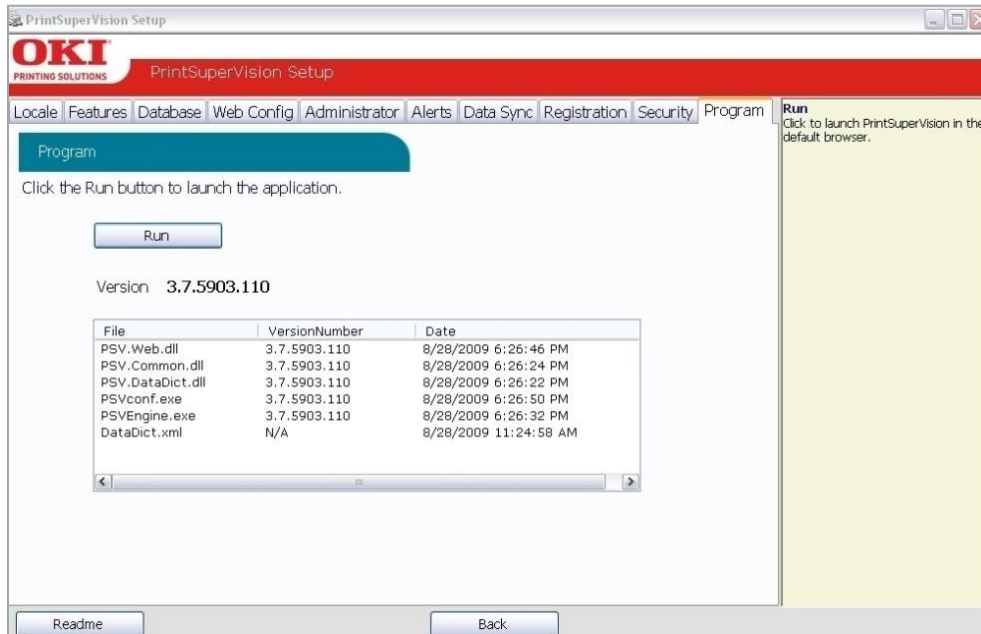
The IIS Lockdown Wizard assists in turning off unnecessary features, thus reducing the attack surface available to attackers.



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

## Identifying PSV Version Numbers: Program Tab

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



Click the **Readme** button to view the PSV Readme file

Click **Back** to return to a previous section, or

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


## Getting Started

Now that you have installed and configured PrintSuperVision, you may 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://172.31.44.162/printsupervision`

If you are the Global Administrator or have Admin rights, click **Login**, and type your user name and password. If you have not changed the login username and password, the default is admin 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 corner (next to the printer icon) on every page.

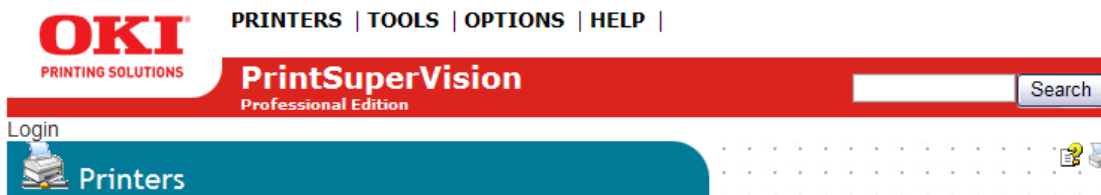
### User Access

One of the first things to determine 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 **Services** and **Reports** and the following functionality will not be available

- Cannot view, add, or configure Alerts
- Cannot generate any type of report or configure email sending
- Cannot add or delete devices or users

### 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 it 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.

To import a list of users:

1. From the main menu click **Options**
2. Select **Users**
3. Select the **Import Users** button
4. Specify the text file location or click **Browse** to locate the file
5. 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. This feature should not be confused with creating groups of print devices which is also possible in PSV and described in the next section.

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, then enter your new password and confirm the new password by typing it again
4. Click Change to save new password

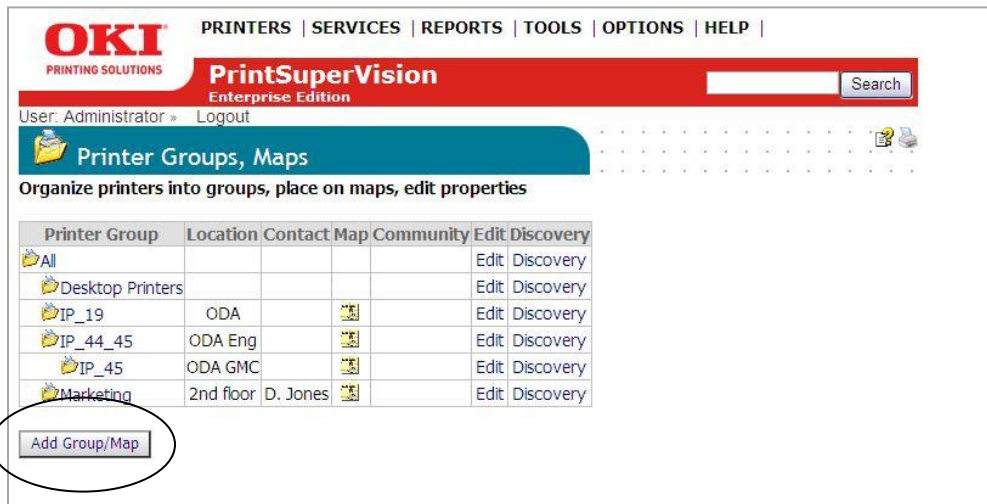
## Creating / Editing Groups of Devices

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

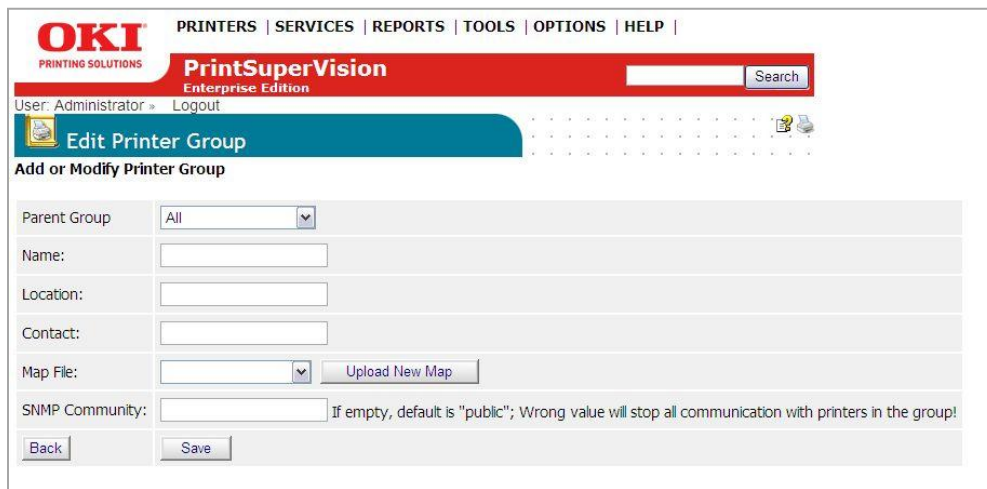
- A Group can have attributes assigned to it such as location, contact person, SNMP community and even images of maps and floor plans which are used to quickly locate individual devices
- **Groups can be arranged in a hierarchy where a “parent group” can contain sub groups.** A device can also be a member 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.

To 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 name.



4. Click the **Save** button

See Adding Maps and Floor Plans to Groups on page 34 for more information.

## Adding/Removing a Device to/from a Group

To add a device to an existing Group

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



OKI PRINTING SOLUTIONS **PrintSuperVision** Enterprise Edition

PRINTERS | SERVICES | REPORTS | TOOLS | OPTIONS | HELP |

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 **PrintSuperVision** Enterprise Edition

PRINTERS | SERVICES | REPORTS | TOOLS | OPTIONS | HELP |

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

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

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 **PrintSuperVision** Enterprise Edition

PRINTERS | SERVICES | REPORTS | TOOLS | OPTIONS | HELP |

User: Administrator » Logout

### Add Printer To Group

A printer can be member of multiple printer groups

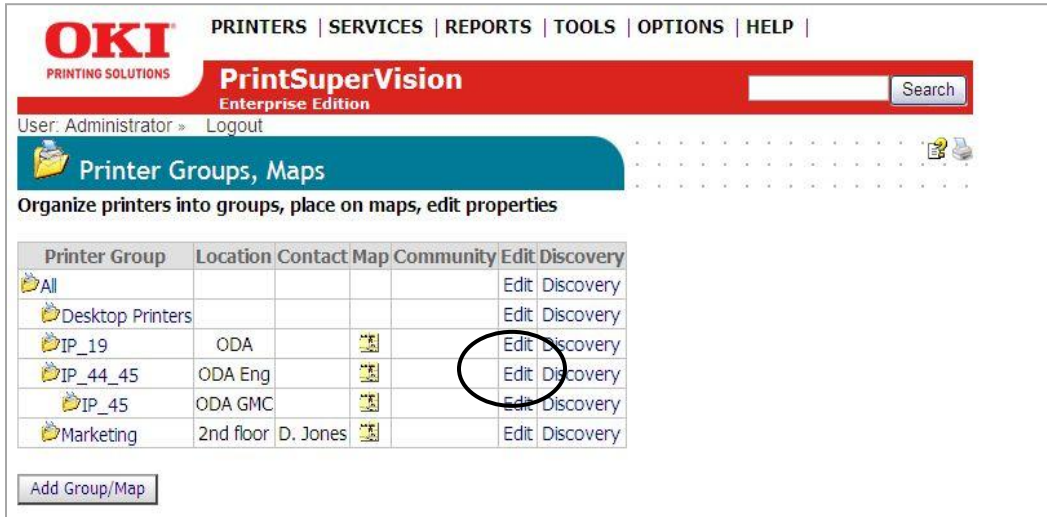
Printer:

Printer Group: Marketing; 2nd floor

If the group was initially empty, you will see the added device listed after clicking save. 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



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 identified as 'Administrator' and has a 'Logout' link. The main content area is titled 'Printer Groups, Maps' and includes a sub-header 'Organize printers into groups, place on maps, edit properties'. A table lists several printer groups with columns for Printer Group, Location, Contact, Map, Community, Edit, and Discovery. The 'Edit' link for the 'IP\_44\_45' group is circled in red. An 'Add Group/Map' button is located at the bottom left of the table.

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

3. Click the Trash Can Icon from the list of grouped devices displayed on the **Edit Printer Group** screen. The device will be deleted from the selected group.

OKI PRINTING SOLUTIONS **PrintSuperVision** Enterprise Edition

PRINTERS | SERVICES | REPORTS | TOOLS | OPTIONS | HELP |

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

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

**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

## 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 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 as soon as you create 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:

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

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 an 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. From the main menu select **Printers** and **Printer Groups** from the drop down box. 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

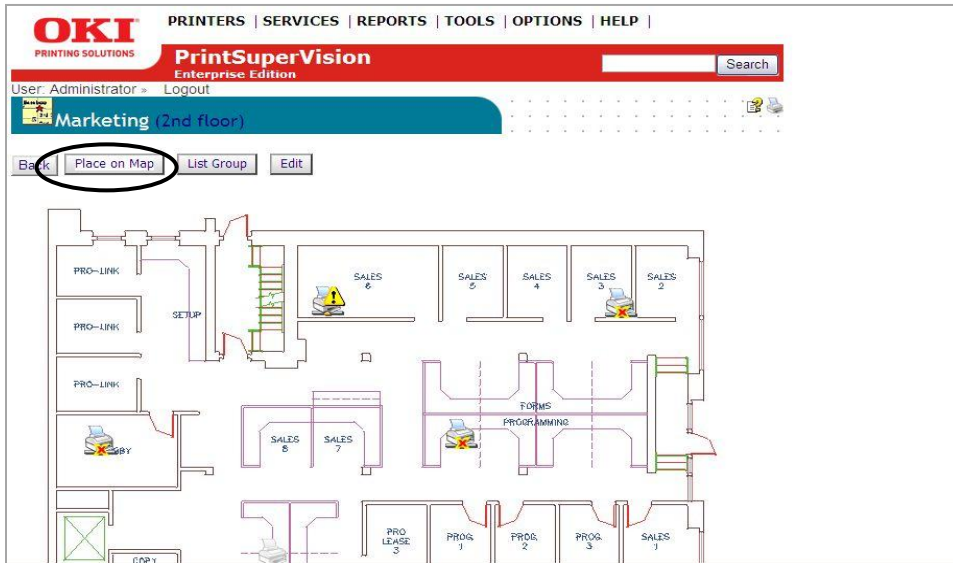
User: Administrator » Logout

**Printer Groups, Maps**

Organize printers into groups, place on maps, edit properties

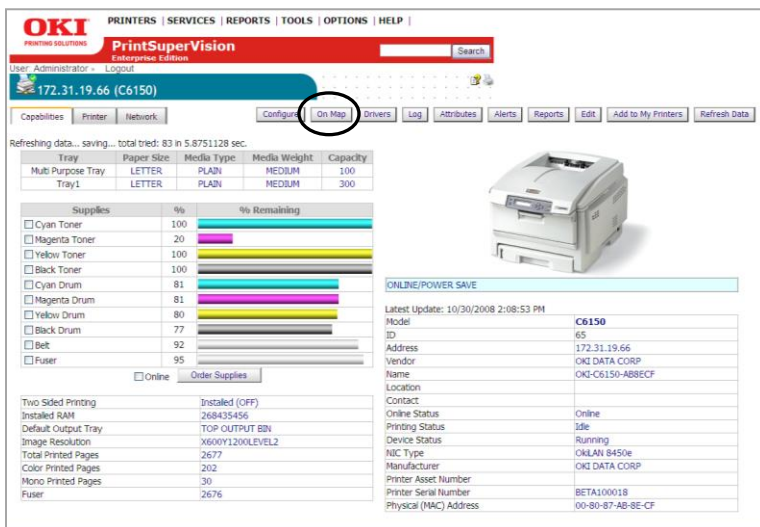
Printer Group	Location	Contact	Map	Community	Edit	Discovery
All					Edit	Discovery
Desktop Printers					Edit	Discovery
IP_19	ODA				Edit	Discovery
IP_44_45	ODA Eng				Edit	Discovery
IP_45	ODA GMC				Edit	Discovery
Marketing	2nd floor	D. Jones			Edit	Discovery

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



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 displayed on the image. To see all devices on the map or floor plan, click **Printers** from the main menu and select **Printer Groups, Maps** from the drop down box. Click the map icon associated with a particular group.

## Discovering Devices

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

Click **Start Discovery** if you want to discover all of the compatible devices on your network. For large organizations, see **Making Discovery Easier: Importing IP Addresses from a Text File** section before starting the discovery process.

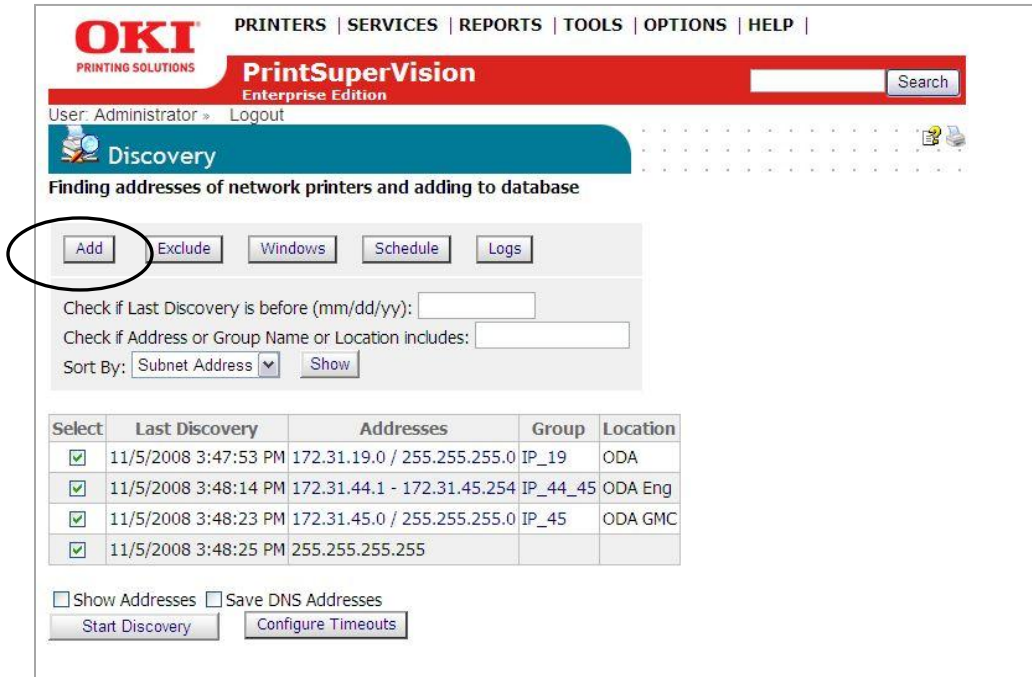
Select	Last Discovery	Addresses	Group	Location
<input checked="" type="checkbox"/>	11/5/2008 3:47:53 PM	172.31.19.0 / 255.255.255.0	IP_19	ODA
<input checked="" type="checkbox"/>	11/5/2008 3:48:14 PM	172.31.44.1 - 172.31.45.254	IP_44_45	ODA Eng
<input checked="" type="checkbox"/>	11/5/2008 3:48:23 PM	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 to selectively discover devices.



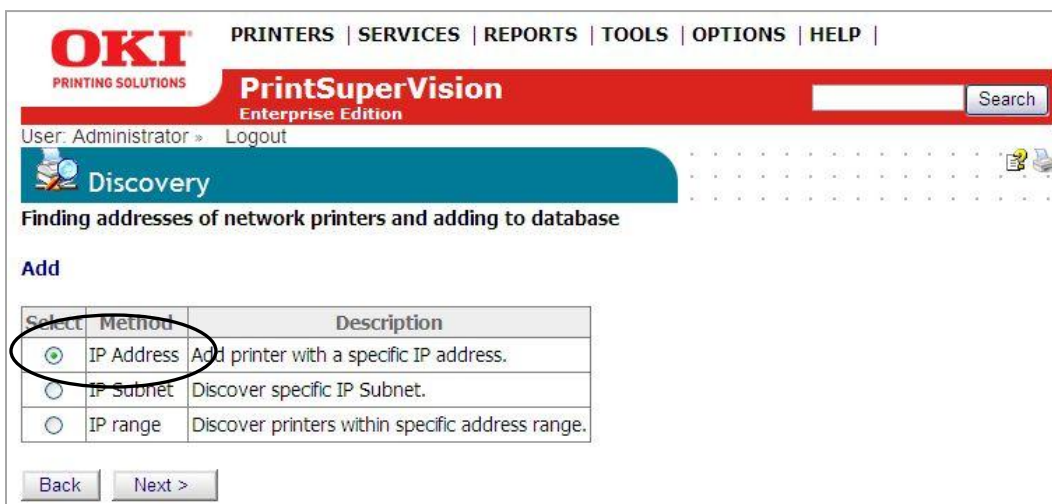
The screenshot shows the OKI PrintSuperVision Enterprise Edition interface. At the top, there are navigation links for PRINTERS, SERVICES, REPORTS, TOOLS, OPTIONS, and HELP. Below this is a red header with the OKI logo and a search bar. The user is logged in as Administrator. The main heading is "Discovery" with the subtitle "Finding addresses of network printers and adding to database". A row of buttons includes "Add", "Exclude", "Windows", "Schedule", and "Logs". The "Add" button is circled in red. Below the buttons are input fields for "Check if Last Discovery is before (mm/dd/yy):", "Check if Address or Group Name or Location includes:", and a "Sort By:" dropdown menu set to "Subnet Address". A table displays a list of discovered addresses with columns for "Select", "Last Discovery", "Addresses", "Group", and "Location". At the bottom, there are checkboxes for "Show Addresses" and "Save DNS Addresses", and buttons for "Start Discovery" and "Configure Timeouts".

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**.



The screenshot shows the "Add" step of the discovery process. It features a table with columns "Select", "Method", and "Description". The "IP Address" radio button is circled in red. Below the table are "Back" and "Next >" buttons.

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.

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 | PRINTERS | SERVICES | REPORTS | TOOLS | OPTIONS | HELP |

**PrintSuperVision** Enterprise Edition

User: Administrator - Logout

### Add Printer

Add a print device to the database

Address:

Printer Group:

SNMP Community:

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 predefined 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 button 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

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

Check if Address or Group Name or Location includes:

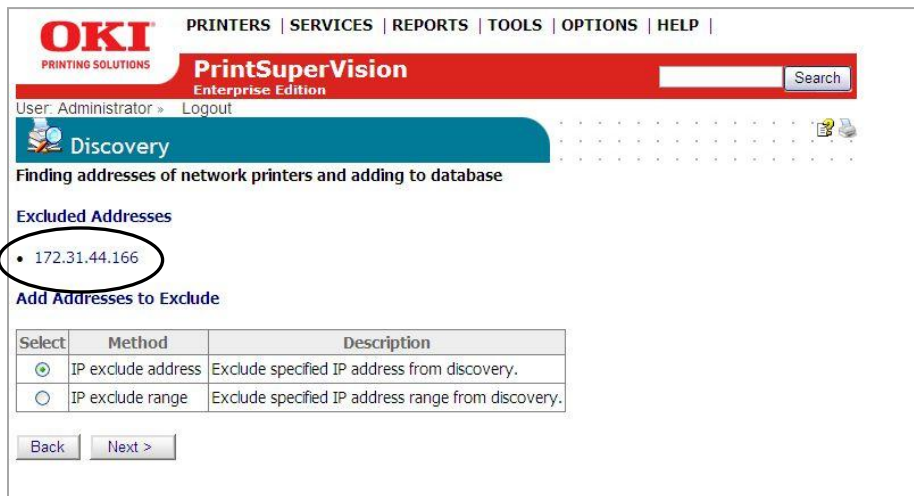
Sort By:

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



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



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

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



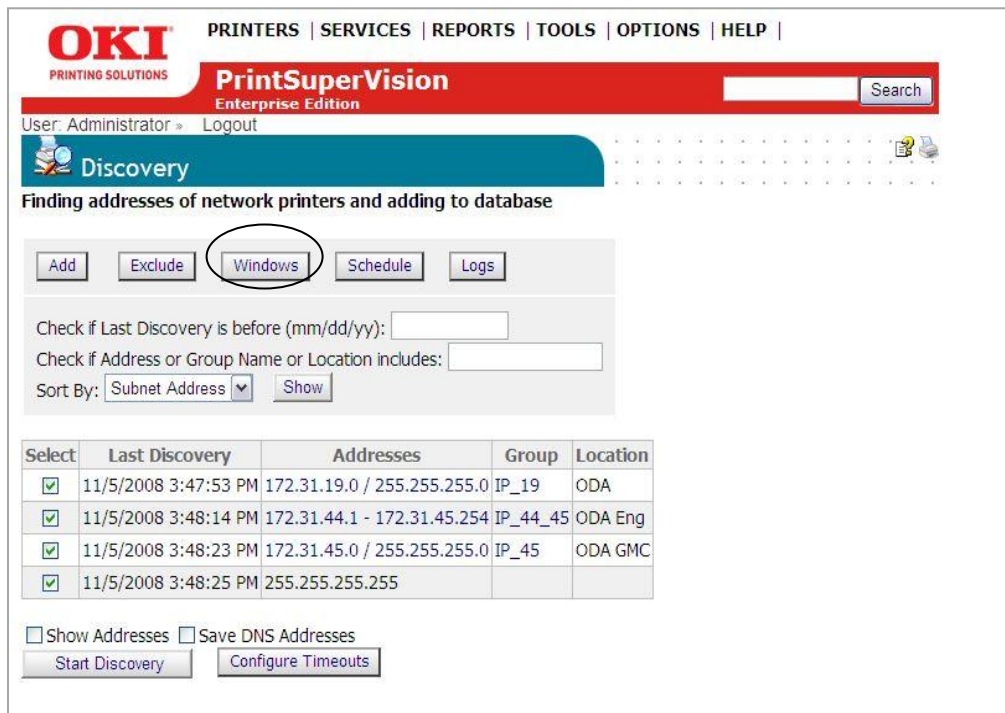
3. To include an IP address that was previously excluded, return to the Discovery section, click the **Exclude** button, Click on one of the **IP addresses** listed as previously excluded and click the **Delete** button.



## 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.



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

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

Check if Address or Group Name or Location includes:

Sort By:

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		

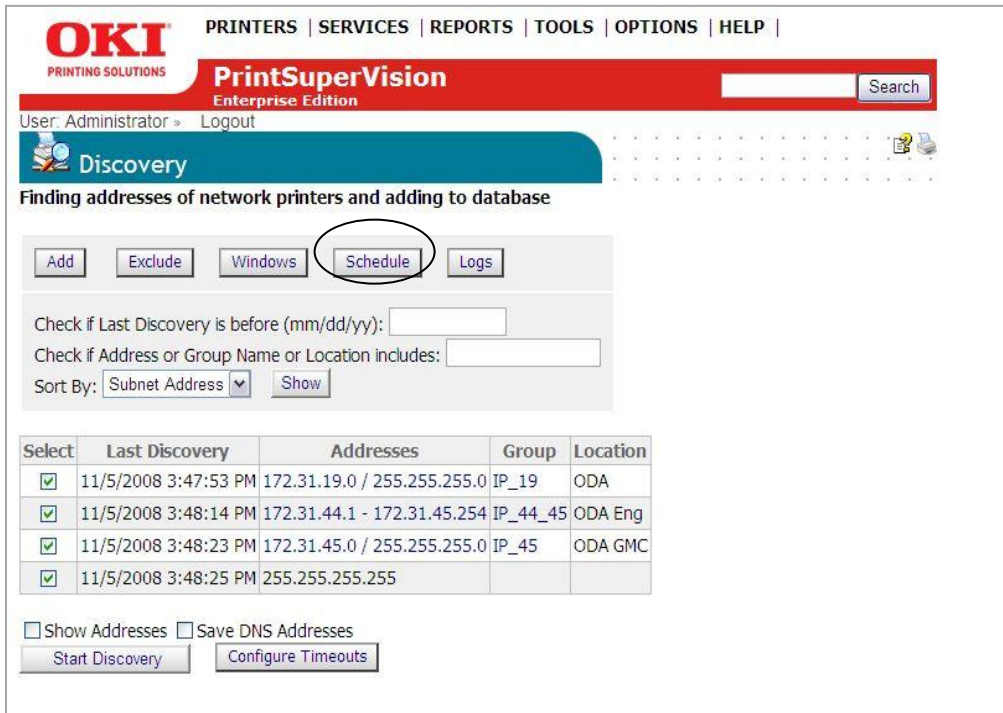
Show Addresses  Save DNS Addresses

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.



The screenshot shows the PrintSuperVision 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 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 'Discovery' and has a subtitle 'Finding addresses of network printers and adding to database'. There are several buttons: 'Add', 'Exclude', 'Windows', 'Schedule' (circled in red), and 'Logs'. Below these buttons are two input fields: 'Check if Last Discovery is before (mm/dd/yy):' and 'Check if Address or Group Name or Location includes:'. There is also a 'Sort By:' dropdown menu set to 'Subnet Address' and a 'Show' button. A table with the following data is displayed:

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		

At the bottom, there are checkboxes for 'Show Addresses' and 'Save DNS Addresses', and two buttons: 'Start Discovery' and 'Configure Timeouts'.

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.

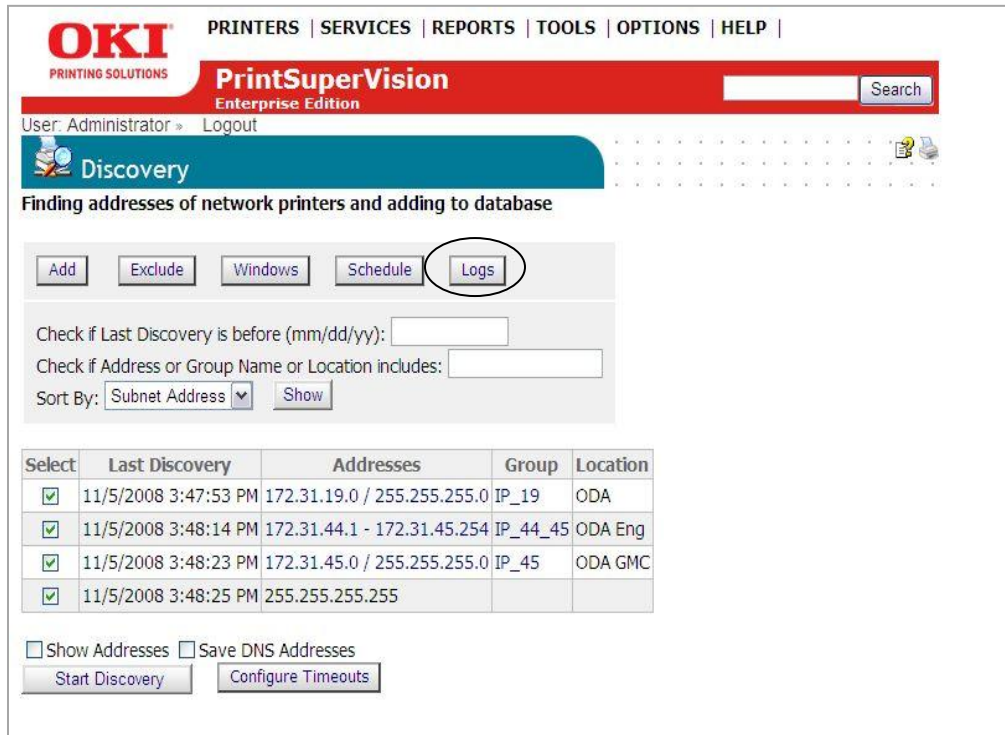


The screenshot shows the PrintSuperVision web interface with the 'Discovery > Schedule' page. The navigation menu and header are the same as in the previous screenshot. The main content area has a subtitle 'Discovery > Schedule'. There are two buttons: 'Add Discovery Schedule' (highlighted) and 'Discovery'. Below these buttons is a section titled 'Current Discovery Schedules:' with a table containing the following data:

Edit	Date	Time	Recur Interval	Email to	Last Processed	Delete
	Thursday, February 26 2009	1:00 AM	One Time	Administrator	8/12/2008 10:16:41 AM	

## 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.



The screenshot shows the 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 "Discovery" with the subtitle "Finding addresses of network printers and adding to database". Below this are several buttons: Add, Exclude, Windows, Schedule, and Logs (circled in red). There are also input fields for "Check if Last Discovery is before (mm/dd/yy):" and "Check if Address or Group Name or Location includes:", and a "Sort By:" dropdown menu set to "Subnet Address" with a "Show" button. A table of discovery results is displayed below, with columns for Select, Last Discovery, Addresses, Group, and Location. At the bottom, there are checkboxes for "Show Addresses" and "Save DNS Addresses", and buttons for "Start Discovery" and "Configure Timeouts".

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		

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

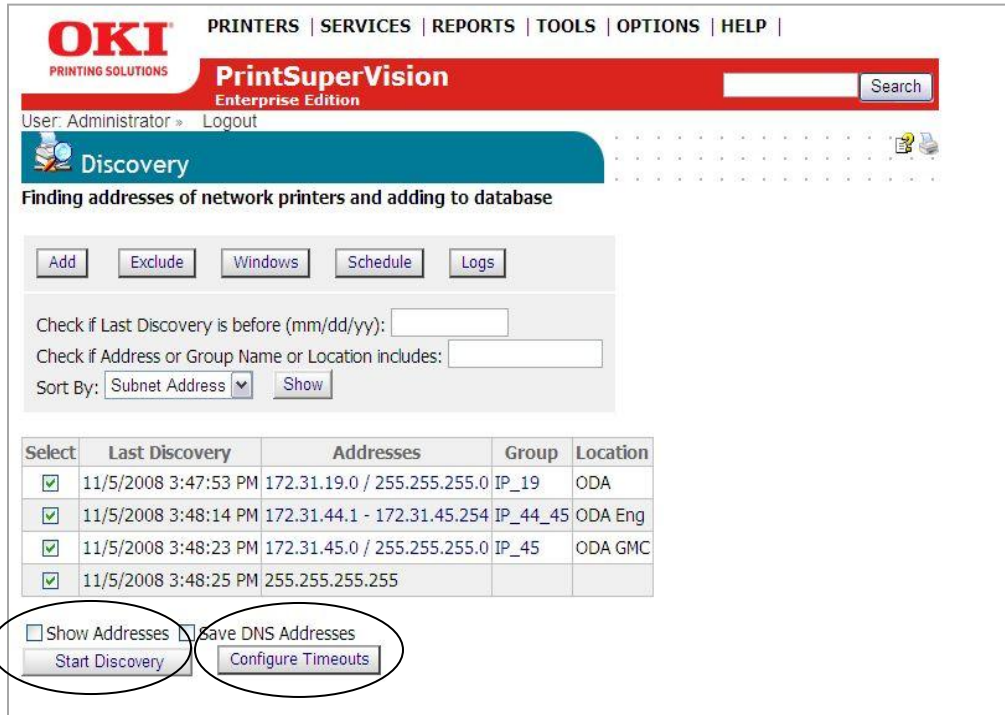
To obtain just a Discovery log, select **Discovery** from the **Type** drop down box, indicate time frame by entering desired dates and click **Show** to display the log.

**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.

## Show Addresses

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



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 search bar and a user status indicator showing 'User: Administrator' and a 'Logout' link. The main heading is 'Discovery' with the subtitle 'Finding addresses of network printers and adding to database'. There are several control buttons: 'Add', 'Exclude', 'Windows', 'Schedule', and 'Logs'. Below these are two filter input fields: 'Check if Last Discovery is before (mm/dd/yy):' and 'Check if Address or Group Name or Location includes:'. A 'Sort By:' dropdown menu is set to 'Subnet Address' with a 'Show' button next to it. A table displays the following data:

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		

At the bottom of the interface, there are two checkboxes: 'Show Addresses' (checked) and 'Save DNS Addresses' (unchecked). Below these are two buttons: 'Start Discovery' and 'Configure Timeouts'. Both the 'Show Addresses' checkbox and the 'Start Discovery' button are circled in red in the original image.

## 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.

## Configuring 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.

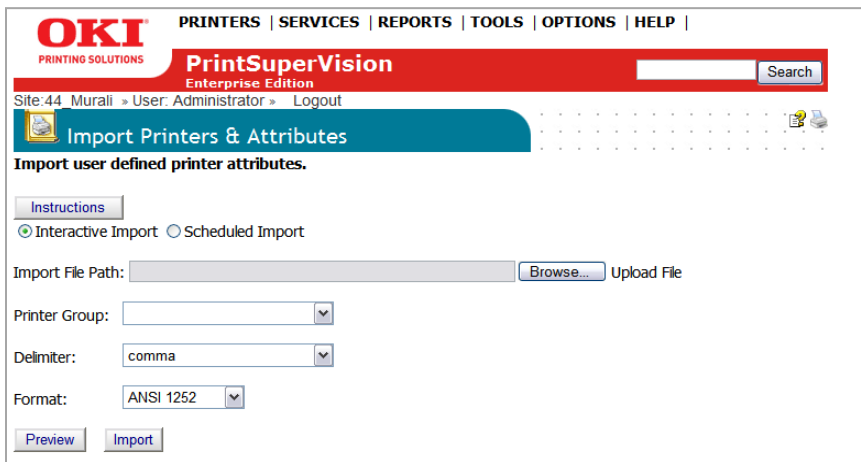
The status icon timeout value sets the time interval that PSV waits for a response from a device before turning the status icon gray (status icon is displayed in the Printers List). Notice that after clicking **Refresh**, the status icons are returned to an active state. Enter a desired value for each 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 keep track of the IP addresses of their print and copy devices in a text file. If such a file exists, you can use PSV's "Import" feature to speed the discovery process. This is done by simply importing the text file:

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



The screenshot shows the 'Import Printers & Attributes' page in the OKI PrintSuperVision Enterprise Edition web interface. The page has a red header with the OKI logo and navigation links for PRINTERS, SERVICES, REPORTS, TOOLS, OPTIONS, and HELP. Below the header, there is a search bar and user information: Site:44 Murali > User: Administrator > Logout. The main content area is titled 'Import Printers & Attributes' and includes the instruction 'Import user defined printer attributes.' There are two radio buttons for 'Interactive Import' (selected) and 'Scheduled Import'. Below this, there is an 'Import File Path' field with a 'Browse...' button and an 'Upload File' button. There are also dropdown menus for 'Printer Group', 'Delimiter' (set to 'comma'), and 'Format' (set to 'ANSI 1252'). At the bottom, there are 'Preview' and 'Import' buttons.

2. Click **Browse** to locate the desired file. The text file should be formatted so that one device address is on each line of the file. For more detailed instructions click the **Instructions** button.
3. Select an appropriate group name from the **Printer Group** dropdown box (or leave blank).

4. Select the way the file is delimited by selecting **comma, semi colon or tab**
5. Select the format of the text file: ANSI 1252 or UTF-8

You may click **Preview** to view the data before importing it or Click **Import** to add the devices immediately.

The import process can also be automated and scheduled to occur on a regular basis. To schedule an import:

1. Click the **Scheduled Import** button
2. Enter the location of the file to be imported in the **Import File Path** field
3. Enter a printer group if you want the imported devices to be placed in a specific group
4. Select the way the file is delimited by selecting **comma, semi colon or tab**
5. Select the text file format
6. Click Save
7. Click the Import Schedule link to indicate when the file should be imported

Edit	Date	Time	Recur Interval	Email to	Description	Last Processed	Delete
	Wednesday, November 04 2009	1:00 AM	One Time	Administrator		11/4/2009 5:14:16 PM	
	Monday, March 29 2010	1:00 AM	One Time	Administrator	Import C710, B6300	3/29/2010 11:19:37 AM	

8. Click the **Add Import Schedule** button

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

**PrintSuperVision** Enterprise Edition

Site: 44 Murali » User: Administrator » Logout

Import > Schedule > Add

Current Time: 4/22/2010 4:30:16 PM

**New Import Schedule:**

Date:  Time:  :  AM Recur Interval:  Email to:  Description:

9. Enter date, time, recurring interval and who should receive the confirming email. Click **Save**

## Discovering Network Devices: 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** from the main menu and select **Discovery** from the drop down box. The two discovery options available are: **Add Subnet** and **Exclude**. Both features are included in PSV Enterprise although more limited. See previous discussion for a complete description of these features.

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

**PrintSuperVision**

Discovery

Finding addresses of network printers and adding to database

Select	Last Discovery	Addresses	Group	Location
<input checked="" type="checkbox"/>		255.255.255.255		

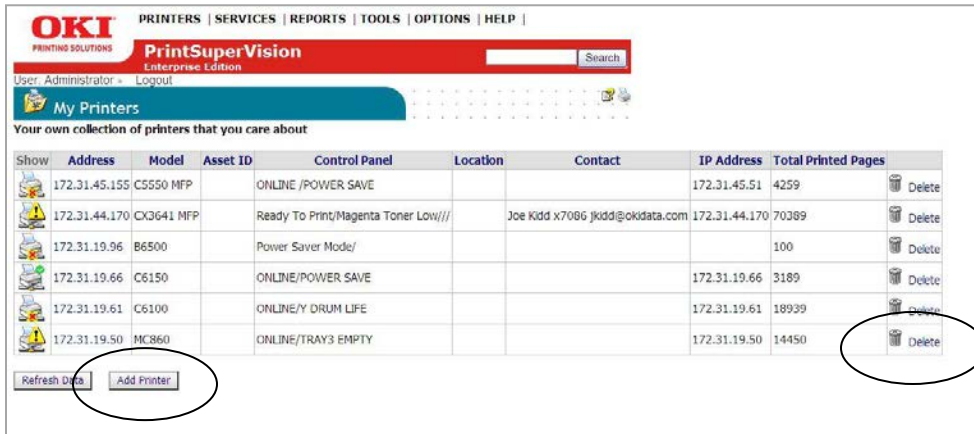
Show Addresses  Save DNS Addresses



# My Printers

An alternative way to group devices together is to use the **My Printers** feature. It's an easy way to view device status with minimal mouse clicks.

1. From the main menu select **Printers** and **My Printers** from the drop down box. 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, simply click the **Add Printer** button, choose the desired device and click **Save**.
3. To delete a device, click the trash can icon / **Delete** button listed in the right column.

## Near Me

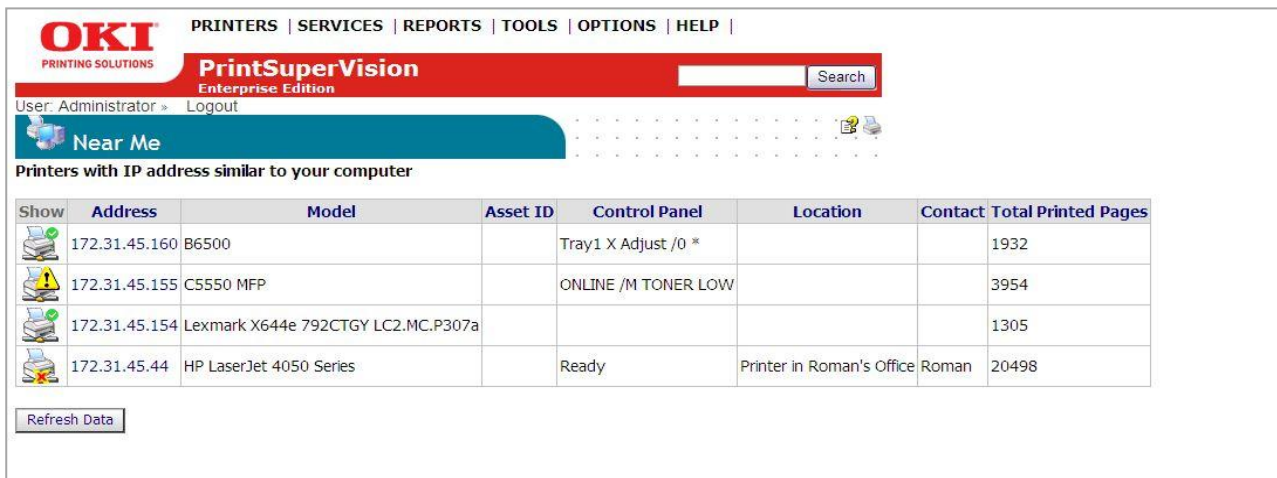
Another time saving, grouping feature available in PrintSuperVision is called **Near Me**.

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** and **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 displays the PrintSuperVision Enterprise Edition interface. At the top, there is a navigation menu with links for PRINTERS, SERVICES, REPORTS, TOOLS, OPTIONS, and HELP. The main header includes the OKI logo and the text 'PrintSuperVision Enterprise Edition'. A search bar is present on the right. Below the header, the user is identified as 'Administrator' with a 'Logout' link. The 'Near Me' section is highlighted in blue, and it shows a list of printers with IP addresses similar to the user's computer. The table below contains 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, there is a 'Refresh Data' button.

# Computers with Agents

If you have installed the PSV Agent on desktops or laptops within your organization to monitor USB-connected Oki devices, you have the ability to search for and view those client computers from PSV. Click **Printers** from the main menu and **Computers with Agents** from the drop down menu.

Site: 44 Murali » User: Administrator » Logout

PrintSuperVision Enterprise Edition

Computers with Agents

Sending status and usage information

Site: Local Site

Search:

Active: If less than days since last usage

Show All

Page Size: 10

Show

Computer Name	Agent Version	First Upload	Latest Upload	Days Since	Active	Printer Queues
August-Doug	3.1.0.21	3/2/2010 3:20:45 PM	4/13/2010 10:49:18 AM	0	YES	<a href="#">Printer Queues</a>
cs-muralxp	3.1.0.21	3/26/2010 9:30:30 AM	4/13/2010 10:46:23 AM	0	YES	<a href="#">Printer Queues</a>
Toni-Tamaki	3.1.0.21	4/9/2010 11:37:38 AM	4/13/2010 10:35:43 AM	0	YES	<a href="#">Printer Queues</a>
Y-Kennedy	3.1.0.21	4/9/2010 11:21:54 AM	4/13/2010 10:46:13 AM	0	YES	<a href="#">Printer Queues</a>

In addition, you can view all of the print queues and print drivers that an individual user has installed on their computer and can even obtain consumable status and printed page counts from the Oki USB connected devices as well as network connected devices.

Select an individual user and click **Printer Queues**. Then click **Printer**.

PrintSuperVision Enterprise Edition

Printer Queues

From Computers with Agent installed

Site: Local Site

Computer Name: cs-muralxp

Show:  Active Only

No of logs per page: All Data

Computer Name	Queue Name	Port	Printer Driver	Share Name	Address	Status	Printer
cs-muralxp	CX2032 MFP(PCL)	IP_172.31.45.52	CX2032 MFP(PCL)		172.31.19.79	Active	
cs-muralxp	CX2032 MFP(PS)	IP_172.31.45.52	CX2032 MFP(PS)		172.31.19.79	Active	
cs-muralxp	CX3641 MFP(PCL)	IP_172.31.19.75	CX3641 MFP(PCL)		172.31.19.75	Active	<a href="#">Printer</a>
cs-muralxp	CX3641 MFP(PS)	IP_172.31.44.184	CX3641 MFP(PS)		172.31.44.170	Active	
cs-muralxp	DocuCom PDF Driver	DocuCom PDF Port:	DocuCom PDF Driver			Active	
cs-muralxp	ES3640(PCL6)	LPT2:	ES3640(PCL6)			Active	

The status page for the device is displayed containing page counts, supplies status and the current operational status.

## 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 PSV 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 a group of users.

**An Alert can also be saved in a “log file” or processed by another software application (if you choose to perform the integration).**

Each alert can be configured to be processed immediately upon receiving updated status from the device, or processed at specified time intervals.

To add an email Alert:

1. Select **Services** from the main menu and **Alerts** from the drop down box

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

**PrintSuperVision**  
Enterprise Edition

Site:44 Murali » User: Administrator » Logout

Alerts

Configure actions such as sending email based on printer status and usage

[Add Alert](#) [Configure Email](#) [Email Properties](#) [Status Events](#) [Status Codes](#) [Users](#) [Process Alerts Now](#) [Alert Log](#)

Edit	Printer	Event	Action	Interval	Last Processed	Status
10	All Printers	Toner, Drum, Fuser, Belt <= 30	Email: Administrators (Group)	Every Processing without duplicates	9/2/2010 10:00:05 AM	0 Emails Sent
12	All Printers	Error	Email: Administrators (Group)	Every Processing without duplicates	9/2/2010 10:00:05 AM	0 Emails Sent

2. Click the **Add Alert** button.

OKI PRINTING SOLUTIONS **PrintSuperVision** Enterprise Edition

PRINTERS | SERVICES | REPORTS | TOOLS | OPTIONS | HELP | Search

Site:44 Murali - User: Administrator - Logout

### Add Alert

For specific printers, events, and users.

Printer: Group: All  Show Printers

Interval: Every Processing without duplicates

Based On: Status

Event:

Action: Send Email

Users:

Email Format: One Html Email for all printers

Back Save

Adding an alert requires the following information and steps

3. Identify the device or a group of devices to monitor and select it from the **Printer:** drop down box
4. Select how often you would like the Alert to be sent from the interval drop down box
5. Next, you have the option to select **Usage** or **Status** from the "Based On" drop down menu. Some explanation may be required before proceeding:

A Status based alert instructs PSV to act upon events that are generated directly by the print device. A Usage based alert is used for monitoring supplies and maintenance items such as toner, drums, transfer belts and fusers. A greater level of detail can be applied to Usage based Alerts since you can set life remaining thresholds for each item.

6. Select **Usage** from the drop down menu

The screenshot shows the 'Add Alert' configuration page in the OKI PrintSuperVision Enterprise Edition web interface. The page includes a navigation menu at the top with links for PRINTERS, SERVICES, REPORTS, TOOLS, OPTIONS, and HELP. Below the navigation is a search bar and a user status bar indicating 'Site: 44 Murali » User: Administrator » Logout'. The main heading is 'Add Alert' with a sub-heading 'For specific printers, events, and users.' The configuration form contains the following fields:

- Printer:** A dropdown menu set to 'Group: All' and a checkbox for 'Show Printers'.
- Interval:** A dropdown menu set to 'Every Processing without duplicates'.
- Based On:** A dropdown menu set to 'Usage'.
- Supplies:** Checkboxes for 'Toner' (checked), 'Drum' (checked), 'Fuser' (unchecked), and 'Belt' (unchecked).
- Value <=:** A text input field containing '20' followed by a '%' symbol.
- Action:** A dropdown menu set to 'Send Email'.
- Users:** An empty dropdown menu.
- Email Format:** A dropdown menu set to 'One Html Email for all printers'.

At the bottom of the form are two buttons: 'Back' and 'Save'.

Notice in the screenshot above that you have the ability to choose all supply and maintenance items or just the items that are most important to you. You also have the ability to set the life remaining threshold that triggers the alert. So in the example above PSV will send an alert email whenever toner or drum exceeds 20% life remaining. In order to assign different life remaining threshold values to each individual supply or maintenance item you must create separate Alerts for each item.

6. Select the supply or maintenance item that you wish to create an Alert for
7. Enter a % life remaining threshold in the **Value** field that applies to each supply or maintenance item checked
8. Select the appropriate action from the drop down menu that will occur when an Alert condition is met. Select **Send Email** to have the Alert message delivered by email.

Note that there are 2 additional options in the drop down box: **Run Program** and **Log Alert Only**. Run Program allows PSV to call another windows based application that can be installed on the same PSV server. Using Run program requires individual customer integration not included in PSV.

**Log Alert Only** records the Alert into a running log file.

9. Click **Save**

To select a Status based Alert, return to step 5 above by clicking the **Back** button or by clicking the Add Alerts button from the main Alerts screen.

6. Select the **Event** group that will trigger the Alert. **For example, select "Error"** if you only want to be notified when the device reports an error condition. Individual status conditions have been grouped in this list for convenience.

Keep in mind that if you have previously added events manually they will automatically be displayed in this drop down box

7. Select the appropriate action from the drop down menu that will occur when an Alert condition is met. Select **Send Email** to have the Alert message delivered by email.

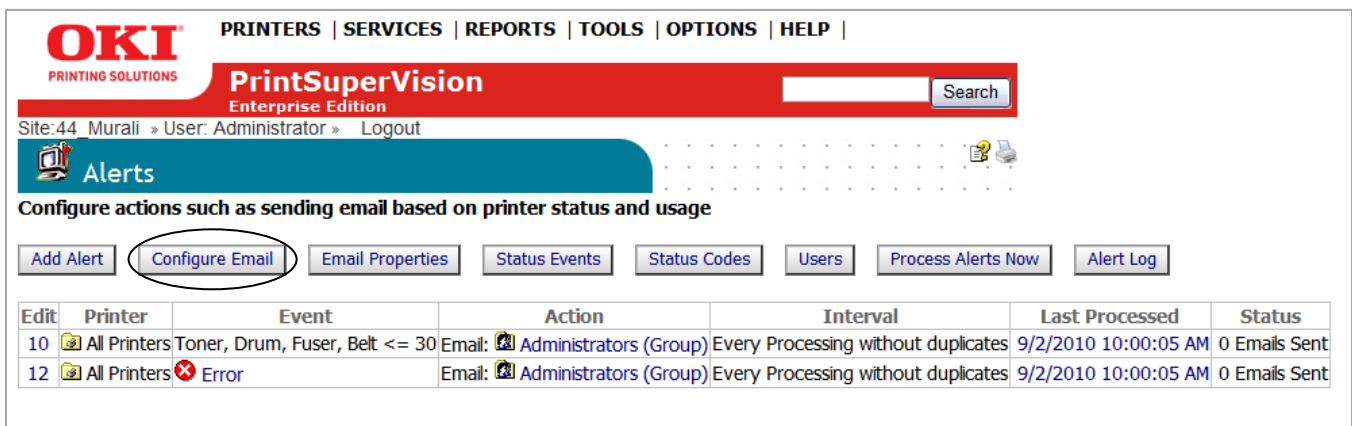
Note that there are 2 additional options in the drop down box: **Run Program** and **Log Alert Only**. Run Program allows PSV to call another windows based application that can be installed on the same PSV server. Using Run program requires individual customer integration not included in PSV.

**Log Alert Only** records the Alert into a running log file.

7. Select the user or group of users the Alert message will be sent to
8. Select the format of the email message (text or html) to be sent.
9. Click **Save** after the information has been entered.

## Configuring an Email Server

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



OKI PRINTING SOLUTIONS **PrintSuperVision** Enterprise Edition

PRINTERS | SERVICES | REPORTS | TOOLS | OPTIONS | HELP |

Site:44 Murali » User: Administrator » Logout

Alerts

Configure actions such as sending email based on printer status and usage

[Add Alert](#) **[Configure Email](#)** [Email Properties](#) [Status Events](#) [Status Codes](#) [Users](#) [Process Alerts Now](#) [Alert Log](#)

Edit	Printer	Event	Action	Interval	Last Processed	Status
10	All Printers	Toner, Drum, Fuser, Belt <= 30	Email: Administrators (Group)	Every Processing without duplicates	9/2/2010 10:00:05 AM	0 Emails Sent
12	All Printers	Error	Email: Administrators (Group)	Every Processing without duplicates	9/2/2010 10:00:05 AM	0 Emails Sent

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

PrintSuperVision Enterprise Edition Search

User: Administrator » Logout

### Configure Email

Parameters for sending emails

Email Server Address	mail.okidata.com	SMTP server address for sending email alerts (contact system administrator if needed)
Admin Email	cmurali@okidata.com	Email address of administrator, used for sending email alerts.
Email From	PrintSuperVision	Name of email sender, that shows up in "from" field in email header.
Email Method	1	Method of sending emails. Change only if you have problems with current method and then test.
Username		Username to authenticate SMTP server. If none leave empty
Password		Password for the above SMTP username. If none or no change leave empty.
Port	25	SMTP server port. Default is 25, with SSL 465 or 587
Use TLS/SSL	<input type="checkbox"/>	SMTP Server Access Control Authentication Encryption for Security
Email Subject	Alerts	Message that shows up in "subject" field of email header.
Max Retry	0	Number of times to retry sending of email

Save

Send Test Email to Admin Select Properties Process Alerts Now

2. Enter the following information and click **Save**:

- The address of your email server
- **The Administrator's** email address
- The **Sender's** name **that will be placed in the "From" field** in the email
- The email method
- The Username and Password for authentication if required
- The SMTP Port
- TLS or SSL Encryption
- The Subject of email message
- The 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.

3. To select the Print device properties to be included in the email alert message, click the **Email Properties** Button.



OKI PRINTING SOLUTIONS **PrintSuperVision** Enterprise Edition

Site: 44 Murali » User: Administrator » Logout

**Alerts**

Configure actions such as sending email based on printer status and usage

[Add Alert](#)
[Configure Email](#)
[Email Properties](#)
[Status Events](#)
[Status Codes](#)
[Users](#)
[Process Alerts Now](#)
[Alert Log](#)

Edit	Printer	Event	Action	Interval	Last Processed	Status
10	All Printers	Toner, Drum, Fuser, Belt <= 30	Email: Administrators (Group)	Every Processing without duplicates	9/2/2010 10:00:05 AM	0 Emails Sent
12	All Printers	Error	Email: Administrators (Group)	Every Processing without duplicates	9/2/2010 10:00:05 AM	0 Emails Sent

4. Highlight the desired properties to be included in the email alert message and click the **Add** button. It will appear in the Selected Properties column. To remove it, simply highlight it and click the **Remove** button.

OKI PRINTING SOLUTIONS **PrintSuperVision** Enterprise Edition

Site: 44 Murali » User: Administrator » Logout

**Properties Views**

Select visible properties of print devices

Back to: [Configure Email](#)

Edit: **Email Properties**: Print device properties to be included in email alerts

[Load From](#)

All Properties		Selected Properties	
Online Status	<a href="#">Add</a>	Model	<a href="#">Up</a>
Contact		Control Panel	
Serial Number		Name	<a href="#">Down</a>
Physical (MAC) Address	<a href="#">Remove</a>	Location	
NIC Type		Printer Asset Number	
IP Address			<a href="#">Save</a>
Printer Language			
Default Emulation			
Manufacturer			
Print Orientation			
Print Copies			

For convenience, four pre-populated lists of properties are available by clicking the **Load From** button. The choices are: Standard, Long List, Toners and Toner Details. Once selected, you will notice that the properties associated with a pre-populated list are already entered into the "Selected Properties" column. **Don't** forget to click **Save** to save your settings.

## Testing The 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.

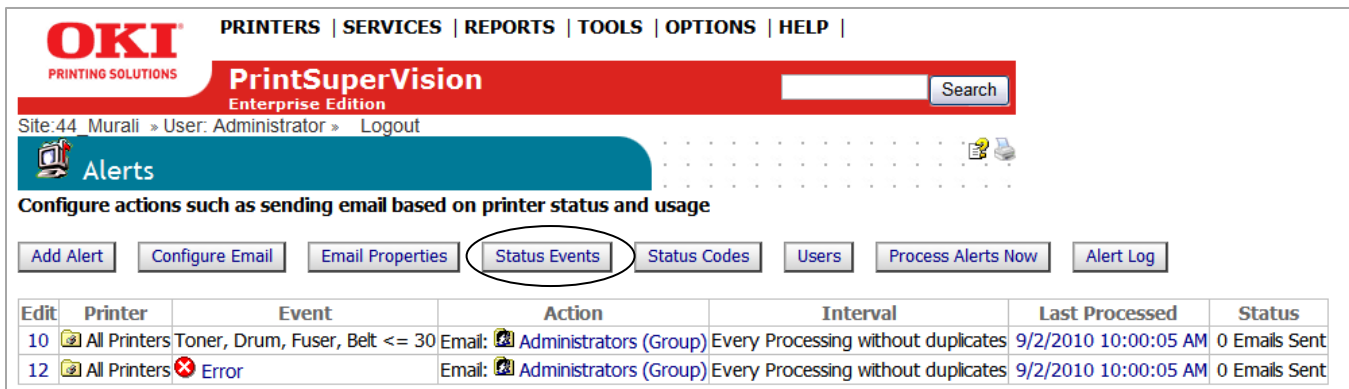
**Note:** the "Process Alerts Now" function is system wide and not tied to a particular device or group. Therefore, if you have a large number of devices in your network, it may take an extended period of time to scan your entire fleet of devices and send the alert email.

## 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 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 or modify an event, go back to the Alerts page and click the **Status Events** button.



OKI PRINTING SOLUTIONS **PrintSuperVision** Enterprise Edition

Site: 44 Murali » User: Administrator » Logout

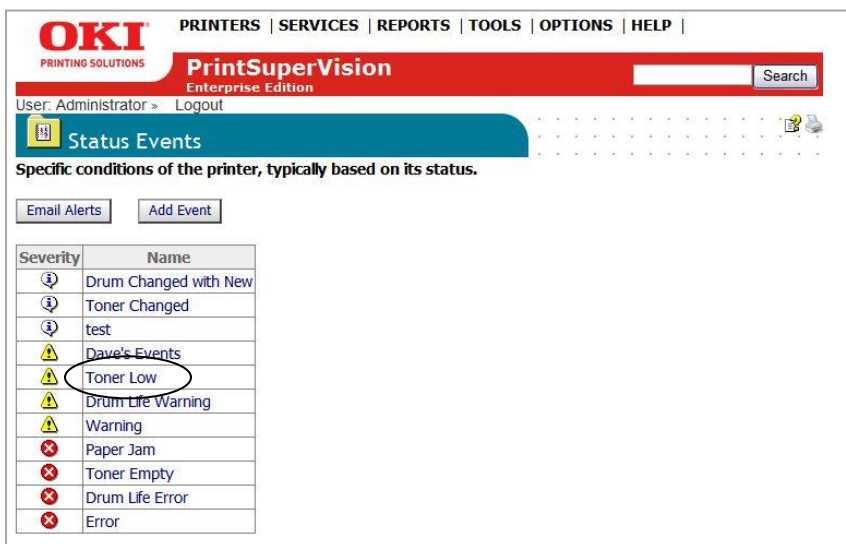
Alerts

Configure actions such as sending email based on printer status and usage

[Add Alert](#) [Configure Email](#) [Email Properties](#) [Status Events](#) [Status Codes](#) [Users](#) [Process Alerts Now](#) [Alert Log](#)

Edit	Printer	Event	Action	Interval	Last Processed	Status
10	All Printers	Toner, Drum, Fuser, Belt <= 30	Email: Administrators (Group)	Every Processing without duplicates	9/2/2010 10:00:05 AM	0 Emails Sent
12	All Printers	Error	Email: Administrators (Group)	Every Processing without duplicates	9/2/2010 10:00:05 AM	0 Emails Sent

A list of default events is displayed. You can add an event by clicking the **Add Event** button, or review the conditions of each existing event.



OKI PRINTING SOLUTIONS **PrintSuperVision** Enterprise Edition

User: Administrator » Logout

Status Events

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

[Email Alerts](#) [Add Event](#)

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

2. Click the name of the Event to see a list of conditions that are assigned to that event category. Click "Toner Low" for example

OKI PRINTING SOLUTIONS **PrintSuperVision** Enterprise Edition

PRINTERS | SERVICES | REPORTS | TOOLS | OPTIONS | HELP |

Site:44 Murali » User: Administrator » Logout

Status Events > Toner Low

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

All Events

Severity	Status	Code
⚠	Toner Low	10006
⚠	Black toner low	10081
⚠	Yellow toner low	10082
⚠	Magenta toner low	10083
⚠	Cyan toner low	10084
⚠	Toner Low	40038
⚠	Black Toner <= 15%	-1
⚠	Cyan Toner <= 15%	-2
⚠	Magenta Toner <= 15%	-3
⚠	Yellow Toner <= 15%	-4

In this Event it tells us that an email alert will be sent when toner is less than or equal to 15% remaining.

Notice also that PrintSuperVision translates difficult to understand proprietary error codes displayed by the device into meaningful descriptions.

Click your browser's back button

3. Click the **Add Event** button
- 4.

OKI PRINTING SOLUTIONS **PrintSuperVision** Enterprise Edition

PRINTERS | SERVICES | REPORTS | TOOLS | OPTIONS | HELP |

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%

5. Enter a unique name for the customized event
6. Assign a severity level to the event by selecting one of the options from the drop down box

**Note:** It is not necessary to fill in the **Status Description** field. Entering a description in that field instructs PSV to try and match a similar description of a

message **that is displayed on the device's** Control Panel. This is an alternative method to adding Alerts by entering a name and severity level described above.

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

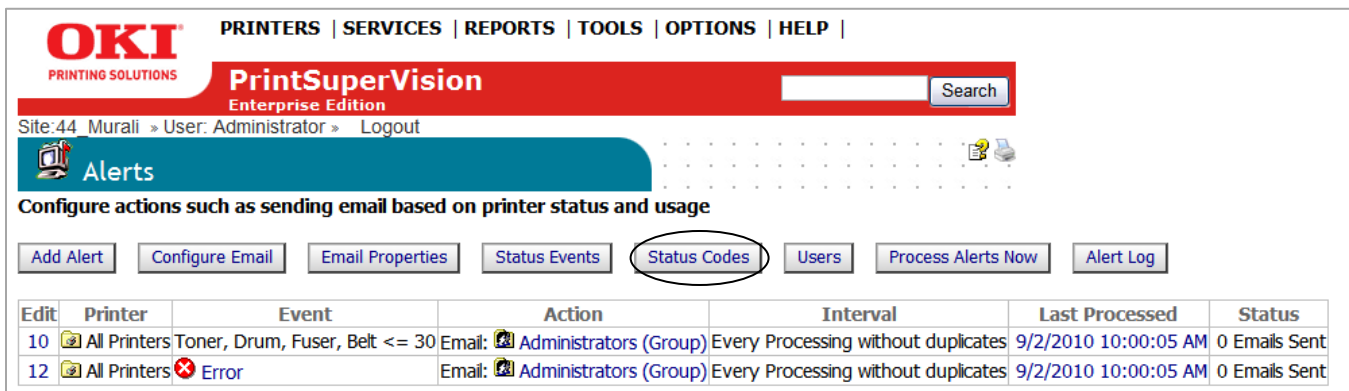
7. Select one or more conditions to assign to the event by selecting the check boxes in the left margin.
8. Click the **Add Event** button at the bottom of the page (not shown in the screenshot above) to save the customized Event.

## 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 predefined severity level to each status code, but you may decide that a code is too critical or not critical enough for the default code so you have the option to change the status code displayed in PSV.

To modify status codes:

1. Return to the Alerts main page and click the **Status Codes** button.



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

**PrintSuperVision**  
Enterprise Edition

Site:44 Murali > User: Administrator > Logout

Alerts

Configure actions such as sending email based on printer status and usage

[Add Alert](#) [Configure Email](#) [Email Properties](#) [Status Events](#) [Status Codes](#) [Users](#) [Process Alerts Now](#) [Alert Log](#)

Edit	Printer	Event	Action	Interval	Last Processed	Status
10	All Printers	Toner, Drum, Fuser, Belt <= 30	Email: Administrators (Group)	Every Processing without duplicates	9/2/2010 10:00:05 AM	0 Emails Sent
12	All Printers	Error	Email: Administrators (Group)	Every Processing without duplicates	9/2/2010 10:00:05 AM	0 Emails Sent

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

OKI PRINTING SOLUTIONS **PrintSuperVision** Enterprise Edition

PRINTERS | SERVICES | REPORTS | TOOLS | OPTIONS | HELP |

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

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

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

OKI PRINTING SOLUTIONS **PrintSuperVision** Enterprise Edition

PRINTERS | SERVICES | REPORTS | TOOLS | OPTIONS | HELP |

User: Administrator » Logout

**Status Codes**

Manage printer status codes, descriptions and severity

Code:

Description:

Default Severity:

Severity:

The default severity level and the new severity level will both be displayed in the Status Codes page. You may go back and change the severity level at any time.

OKI PRINTING SOLUTIONS **PrintSuperVision** Enterprise Edition

PRINTERS | SERVICES | REPORTS | TOOLS | OPTIONS | HELP |

User: Administrator » Logout

**Status Codes**

Manage printer status codes, descriptions and severity

SavedFilter:  Show

Edit Severity	Default Severity	Code	Description
		-1	Black Toner <= 15%
	Same	-10	Cyan Drum Life <= 15 %
	Same	10001	Online
	Same	10002	Offline
	Same	10003	Warming Up

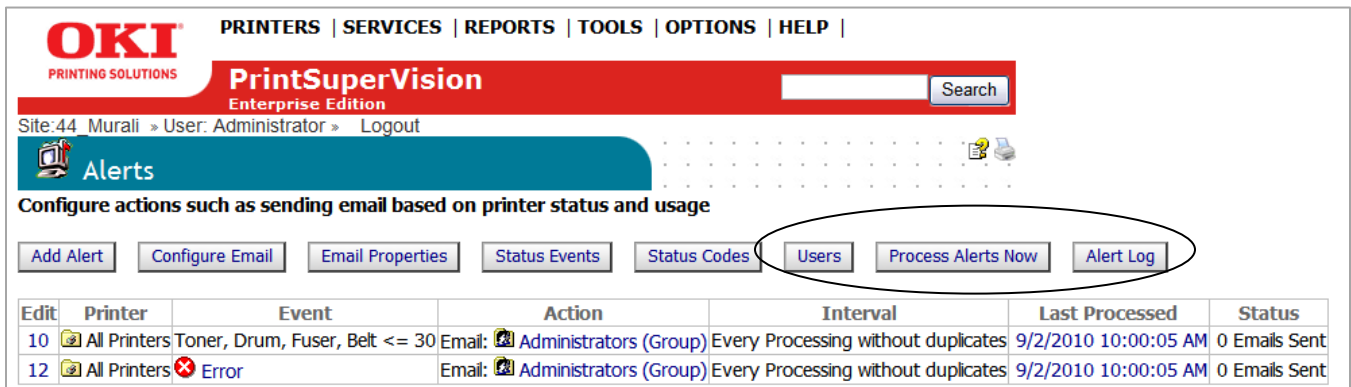
## Processing Alerts /Generating Alert Logs

This section discusses the functionality of the Users button, the Process Alerts Now button and the Alerts Log button.

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

The **Users** button is only provided for navigation convenience and links to the All Users page.

The **Process Alerts Now** button processes all outstanding Alert conditions immediately. As mentioned above, it is a system wide command and will scan every device in the network and process outstanding Alerts. If you are monitoring several thousand devices on the network, this process may take an extended period of time to complete.



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

PrintSuperVision Enterprise Edition Search

Site:44 Murali » User: Administrator » Logout

Alerts

Configure actions such as sending email based on printer status and usage

Add Alert Configure Email Email Properties Status Events Status Codes Users Process Alerts Now Alert Log

Edit	Printer	Event	Action	Interval	Last Processed	Status
10	All Printers	Toner, Drum, Fuser, Belt <= 30	Email: Administrators (Group)	Every Processing without duplicates	9/2/2010 10:00:05 AM	0 Emails Sent
12	All Printers	Error	Email: Administrators (Group)	Every Processing without duplicates	9/2/2010 10:00:05 AM	0 Emails Sent

The **Alert Log** button takes you to the following screen where you can selectively generate a list of all Alerts that have been processed for a single device or group of devices.

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

**PrintSuperVision** Enterprise Edition  Search

Site: 44 Murali » User: Administrator » Logout

### Alert Log

**List of Alert Events**

Printer: august-doug - OKI C5400N

Alert ID: All Alerts

Date (M/d/yyyy): From 8/31/2009 To 9/30/2009 Apply

Show:  Active  Cleared  Deleted  
 Update Time  Working Hours

Number of alerts per page: All Alerts

Page 1 of 3

Event ID	Alert ID	Address	Model	Detected	Updated	Event Type	Printer Status	Alert Status	Page Count	Update Time	Working Hours
976	1	august-doug	OKI C5400N	9/25/2009 12:10 PM	9/25/2009 12:10 PM	Status Alert Codes	Yellow toner low	Cleared	0	0d 0:0	0
977	2	august-doug	OKI C5400N	9/25/2009 12:20 PM	9/29/2009 8:00 AM	Usage Alert	Cyan Toner <= 100	Active	9302	3d 19:40	12.013

From the Alert Log page you can also:

1. Select the type of alert to display in the log
2. Specify a date range for the alerts, or
3. Select **Active**, **Cleared** or **Deleted** Alerts

The **Update Time** option indicates the amount of time an Alert has been in an Active state (it's a calculation of updated time minus detected time). The Update Time format is displayed in days followed by hours. This feature is particularly helpful in determining response times by viewing the amount of time the Alert was in an Active state, or in other words, the time it took to clear the Alert.

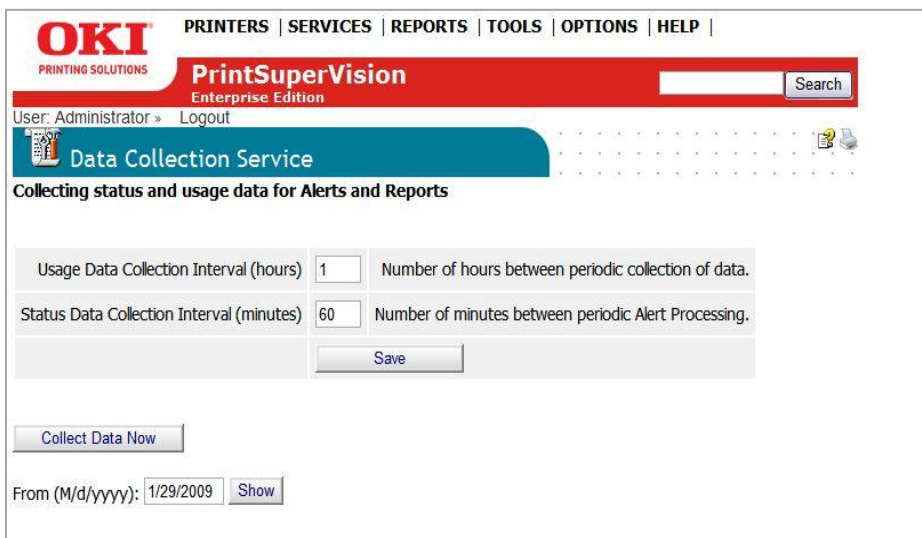
The **Working Hours** option displays the amount of time (adjusted for work hours) that an Alert has been in an active state, and can also be used to estimate response times.

# 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** from the main menu and select **Data Collection Services** from the drop down box.
2. Indicate the desired data collection interval times and click **Save**.



The screenshot shows the 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 "Data Collection Service" with the subtitle "Collecting status and usage data for Alerts and Reports". The configuration section contains two input fields: "Usage Data Collection Interval (hours)" set to 1 and "Status Data Collection Interval (minutes)" set to 60. A "Save" button is located below these fields. At the bottom, there is a "Collect Data Now" button and a date range selector set to "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**.

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	

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

OKI PRINTING SOLUTIONS **PrintSuperVision** Enterprise Edition

PRINTERS | SERVICES | REPORTS | TOOLS | OPTIONS | HELP |

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	Murali1234
<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 cubide
<input type="radio"/>	172.31.19.111	Xerox Phaser 3635MFP	XR0000AAB934CF	

Next > (3)

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

OKI PRINTING SOLUTIONS **PrintSuperVision** Enterprise Edition

PRINTERS | SERVICES | REPORTS | TOOLS | OPTIONS | HELP |

User: Administrator \* Logout

Cloning>Select Destination Printer(s)

Copy selected property values from one device to other similar devices

Select Destination Printer(s) on which Cloning will be applied.

From	Address	Model	Name	Location
+	172.31.19.75	B6300	B6300	

To	Address	Model	Name	Location
<input type="checkbox"/>	172.31.19.79	C5200ne		
<input type="checkbox"/>	172.31.44.170	CX3641 MFP		
<input type="checkbox"/>	172.31.44.58	ES1624		
<input type="checkbox"/>	172.31.44.55	B6500	B6500 017D62	
<input type="checkbox"/>	172.31.19.56	B410	OKI-B410-1BF1D6	
<input type="checkbox"/>	172.31.44.54	C3530 MFP	OKI-C3530 MFP-4B709B	
<input type="checkbox"/>	172.31.19.61	C6100	OKI-C6100-74CE32	
<input type="checkbox"/>	172.31.19.57	C6150	OKI-C6150-AB8ECF	
<input type="checkbox"/>	172.31.19.93	C8600	OKI-C8600-4B5A37	
<input type="checkbox"/>	172.31.45.58	C8800	OKI-C8800-ABB4FD	

- 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 configure a group of similar devices.

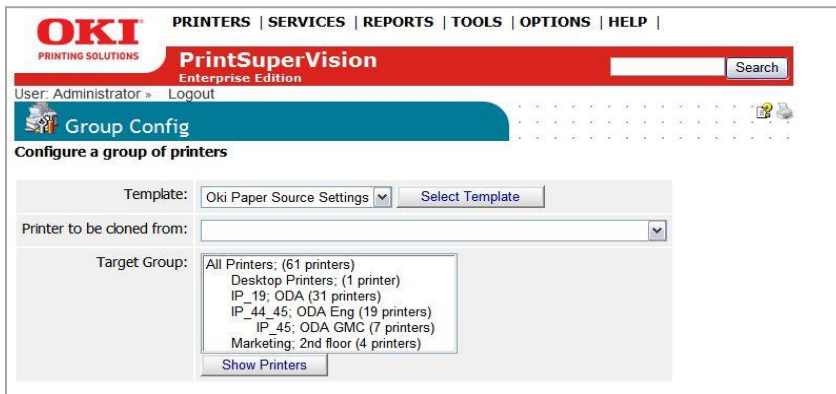
Group configuration uses an XML file as a “Template” to remotely set up groups of devices. Currently there are 4 sample templates included with PSV. Developing additional custom templates can be requested from Oki Printing Solutions based on resource availability.

To use Group Configuration: Click **Tools** from the main menu and click **Printer 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**.

There are other sample Group Configuration templates provided that perform various tasks.

# Configuring Static IP Addresses

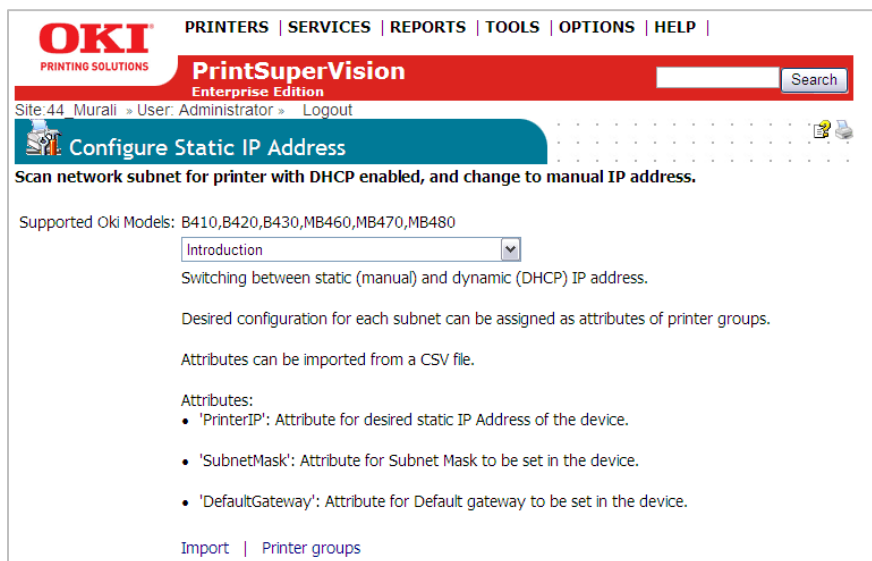
For specific Oki models, (currently the B400 and MB400 series), IP Addresses can be configured remotely using the Enterprise edition of PSV. This allows you to change Dynamic IP addresses to Static IP Addresses (or vice versa) without physically being onsite and changing it from the device operator panel. Additional Oki devices will be supported in future releases of PSV.

Changing the IP Address assignment method (dynamic to static or vice versa) can be accomplished in three ways:

1. By all groups that contain the requisite attributes
2. By a group of devices in a single subnet
3. By importing a CSV file containing a list of devices

## By Groups that contain required attributes

1. From the main menu click **Tools** and select **Configure Static IP Address** from the drop down menu.



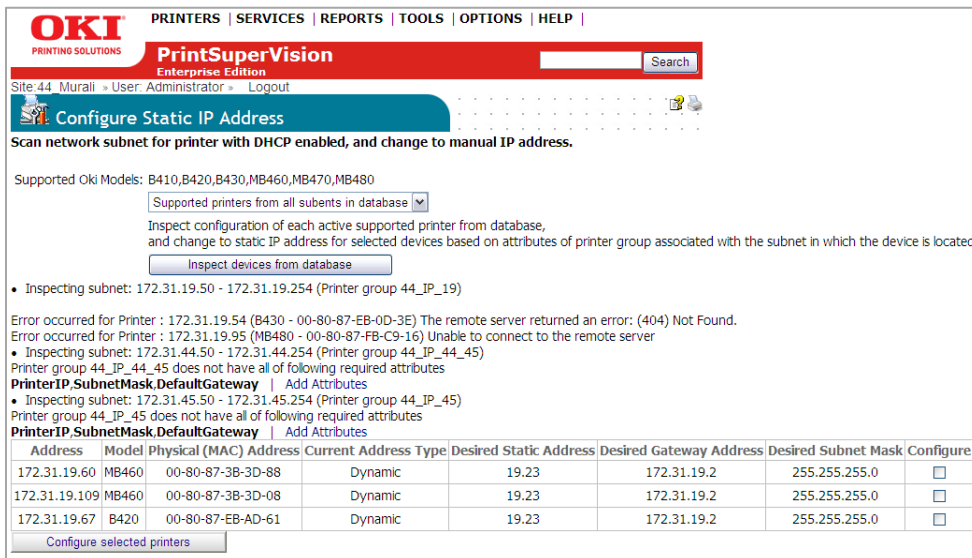
The screen above provides background information on how to go about changing the way IP Addresses are assigned.

There are 2 additional options in the drop down menu that help find matching devices inside of selected subnets and to detect the type of IP address configuration that the device is using.

- Select **Supported Printers from all subnets in database** from the drop down box



- Click the **Inspect Devices from Database** button



PSV provides a list of all supported devices in its database. In the example above, 3 devices are available to change from Dynamic to Static. PSV also identifies the groups that do not have the required attributes configured. Click "Add Attributes" to configure those groups.

- Select the desired devices by checking the appropriate box in the **Configure** column and click the **Configure Selected Printers** button.

If the devices are on the network and on-line, the method of IP Address assignment will be changed from Dynamic to Static.

Note: to change the devices back to Dynamic IP address assignment, you must use a different procedure described in the next section.

## By a Group of Devices in a Single Subnet

For large fleets of Oki devices you may also create a group of devices to make the task of changing the IP Address configuration easier, but you must add specific attributes to the group before making the change. You must also assign the group to a specific subnet.

The following attributes must be assigned to the group:

- IP Range – Defines the IP address range for a subnet. It is also used as the name of the group associated with the subnet.
- PrinterIP – Is the attribute for the desired Static IP Address of the device.
- SubnetMask – Is the attribute for the Subnet Mask to be set in the device
- DefaultGateway – Is the attribute for the default gateway to be set in the device

1. To add a group of devices, Click **Printers** from the main menu and **Printers, Groups, Maps** from the drop down box
2. Add all pertinent information and click **Save**
3. Click **Printers, Groups & Maps** again and locate the name of the group you just created
4. Click the word **Attributes** associated with your new group
5. Scroll to the bottom of the screen and enter the name of the attribute in the left hand column of the **User Attributes** section. Note: The attribute names are case sensitive.
6. Enter the corresponding value to the Attribute in the column to the right and click **Save**
7. Click Edit to enter another attribute.

Note: When completed, the list of user attributes should look like the following:

User Attributes	
IP range	172.31.19.50-250
DefaultGateway	172.31.19.2
SubnetMask	255.255.255.0
PrinterIP	123.45.67.89

[Save](#)

[Changes Log](#)

When finished, you will need to assign the group to a specific subnet.

8. Click **Printers** from the main menu and select **Discovery** from the drop down box
9. Click the **Add** button, select the IP Range and click **Next**
10. Enter a "from" and "to" IP address and select the group that you just created from the drop down box
11. Click the **Save** button
12. Return to the Configure Static IP Address section by clicking **Tools** and selecting **Configure Static IP Address**
13. Select **Discover single subnet** from the drop down box

OKI PRINTING SOLUTIONS **PrintSuperVision** Enterprise Edition

Site: 44 Murali » User: Administrator » Logout

**Configure Static IP Address**

**Scan network subnet for printer with DHCP enabled, and change to manual IP address.**

Supported Oki Models: B410,B420,B430,MB460,MB470,MB480

Discover single subnet

Discover compatible devices in selected subnet;  
for selected print device inspect current configuration;  
change configuration of selected device.  
Configuration settings can be assigned manually or accepted from attributes of the printer group.

Subnet Address to Scan subnet : 172.31.19.50 - 172.31.19.254 Group : 44\_IP\_19

14. Select the group that you just created from the drop down box and click the **Start** button



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

**PrintSuperVision** Enterprise Edition

Site:44 Murali » User: Administrator » Logout

**Configure Static IP Address**

**Scan network subnet for printer with DHCP enabled, and change to manual IP address.**

Supported Oki Models: B410,B420,B430,MB460,MB470,MB480

Discover compatible devices in selected subnet;  
for selected print device inspect current configuration;  
change configuration of selected device.  
Configuration settings can be assigned manually or accepted from attributes of the printer group.

Subnet Address to Scan

Scanning the network for Printers..

- 172.31.19.57 : MB460
- 172.31.19.60 : B420
- 172.31.19.109 : MB460

Address

Password:  Leave empty if password is same as in database or default

15. Select the device from the drop down menu. Leave the password field blank if you have not changed the password for the devices' internal web page.

16. Click the **Get Configuration** button

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

**PrintSuperVision** Enterprise Edition

Site:44 Murali » User: Administrator » Logout

**Configure Static IP Address**

**Scan network subnet for printer with DHCP enabled, and change to manual IP address.**

Supported Oki Models: B410,B420,B430,MB460,MB470,MB480

Discover compatible devices in selected subnet;  
for selected print device inspect current configuration;  
change configuration of selected device.  
Configuration settings can be assigned manually or accepted from attributes of the printer group.

Subnet Address to Scan

Getting Current Cofiguration...

Current Configuration: Dynamic IP

Current Address: 172.31.19.57

Desired Static Address:

Desired Subnet Mask:

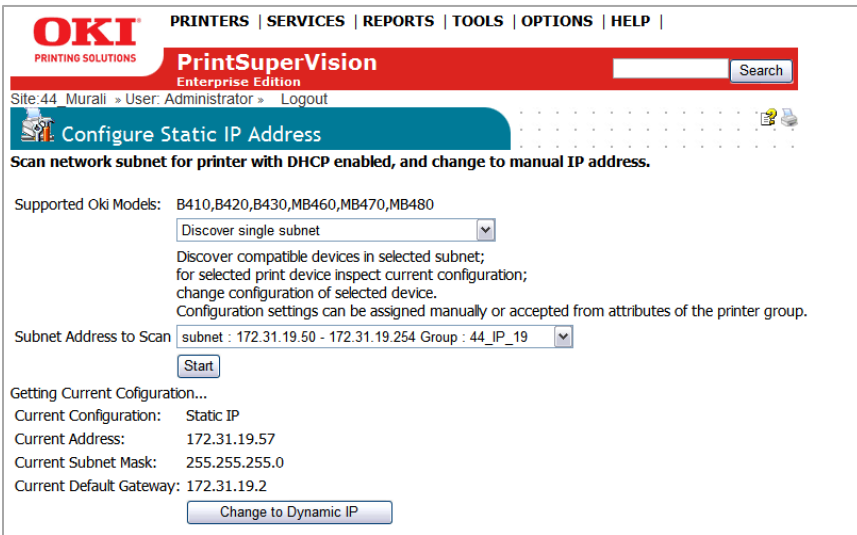
Desired Default Gateway:

17. Enter the desired Static IP Address and click the **Update** button

**Note:** Current configuration of the device is retrieved from the device’s internal web page. PSV will display “Dynamic IP” if the current IP address assignment method is set to dynamic. PSV also displays Desired Static Address, Desired Subnet Mask and Desired Default Gateway which are all retrieved from the group attributes that were entered previously.

If the group associated with the subnet does not have values for these attributes, default values for the desired settings will be populated from those specified in the devices internal web page.

18. Click the **Get Configuration** button again to verify the IP Address was successfully changed



The current Configuration method will be displayed as Static IP.

19. To undo the Static method and return to Dynamic, click the **Change to Dynamic IP** button

## By CSV File

Perhaps the easiest way to change the IP address assignment method is to import a list of subnets in a CSV file. The file should be in the following format where the first row must be the header row. The header row is case sensitive and should contain the names for all attributes that are to be imported. See the previous section for a description of each attribute.

During import, PSV will add a subnet for each row in the CSV file.

	A	B	C	D	E	F
1	IP range	PrinterIP	SubnetMask	DefaultGateway		
2	172.31.19.50-250	172.31.19.223	255.255.255.0	172.31.19.2		

To import the CSV file:

1. Click **Printers** from the main menu and select **Import Printers and Attributes**
2. Click the browse button and locate the CSV file to import
3. Leave the Printer Group drop down box empty as PSV will automatically create a group name based on values specified in the IP range column
4. Make sure **comma** is selected in Delimiter field and click the **Import** button

**OKI** PRINTERS | SERVICES | REPORTS | TOOLS | OPTIONS | HELP |

**PrintSuperVision** Enterprise Edition  Search

Site:44 Murali » User: Administrator » Logout

### Import Printers & Attributes

Import user defined printer attributes.

Import From Sample.csv

Subnet ID	From Address	To Address	Group Name	PrinterIP	SubnetMask	DefaultGateway
11	172.31.19.50	172.31.19.250	172.31.19.50-250	172.31.19.233	255.255.255.0	172.31.19.2
12	172.31.20.50	172.31.20.250	172.31.20.50-250	172.31.19.233	255.255.255.0	172.31.19.2

Discovery

Interactive Import  Scheduled Import

Import File Path:   Upload File

Printer Group:

Delimiter:

Format:

5. Click the word **Discovery**

PSV will display a list of groups including the ones that were just imported

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

**PrintSuperVision**  
Enterprise Edition

Site:44 Murali » User: Administrator » Logout

Discovery

Finding addresses of network printers and adding to database

Add Exclude Windows Schedule Logs Settings

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

Check if Address or Group Name or Location includes:

Sort By: Subnet Address

Select	Last Discovery	Address	Group	Location
<input checked="" type="checkbox"/>	8/23/2010 8:28:56 AM	172.31.19.0 / 255.255.255.0	44_IP_19	
<input checked="" type="checkbox"/>		172.31.19.50 - 172.31.19.100	Dougs	here
<input checked="" type="checkbox"/>		172.31.19.50 - 172.31.19.250	172.31.19.50-250	
<input checked="" type="checkbox"/>	8/23/2010 8:29:02 AM	172.31.19.50 - 172.31.19.254	44_IP_19	
<input checked="" type="checkbox"/>		172.31.20.50 - 172.31.20.250	172.31.20.50-250	
<input checked="" type="checkbox"/>	8/23/2010 8:29:09 AM	172.31.44.50 - 172.31.44.254	44_IP_44_45	
<input checked="" type="checkbox"/>	8/23/2010 8:29:15 AM	172.31.45.50 - 172.31.45.254	44_IP_45	
<input checked="" type="checkbox"/>	3/29/2010 11:37:53 AM	255.255.255.255		

Show Addresses

6. Return to the Configure Static IP Address section by clicking **Tools** from the main menu and select **Configure Static IP Address** from the drop down box

7. Select **Supported Printers from all subnets in database** from the drop down box

8. Click the **Inspect Devices from Database** button

A list of available devices is displayed

- Select the desired devices to change by clicking the appropriate check boxes in the Configure column
- Press the **configure selected printers** button

“Printer Configuration Updated Successfully” will be displayed if all devices selected were successfully changed to a Static IP address.

## Changing IP addresses without Admin Rights

As an alternative to the process described above, the PSV Enterprise Edition provides a simplified way for your field technicians to quickly change IP addresses on supported Oki devices without the need to provide them with PSV Admin rights.

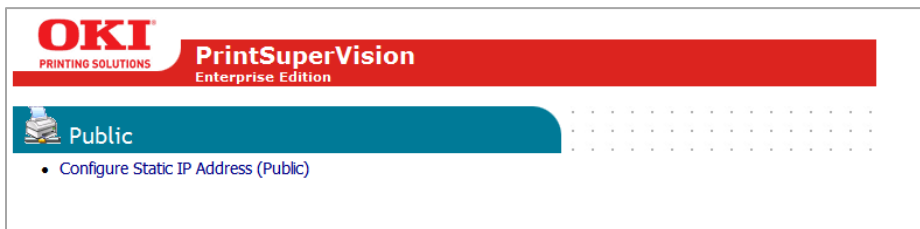
It also allows the technician to perform one task (changing IP addresses from Dynamic to Static or vice versa) without subjecting them to unnecessary features and functionality.

To change IP addresses requires an Admin to first set up a “public website” (described earlier in the Configuring a Public Web Site: Web Config Tab section)

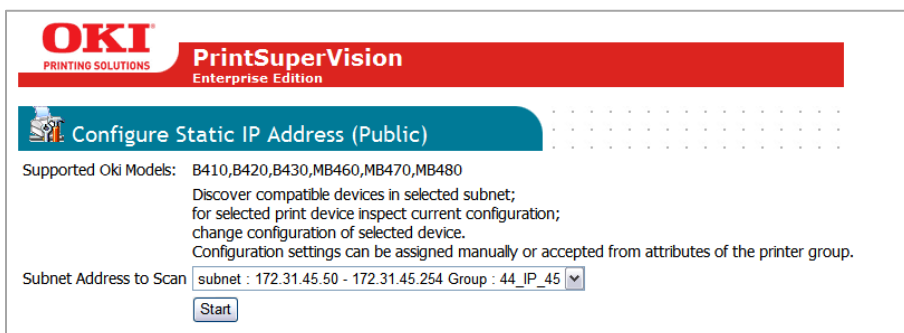
To access the public website:

1. Open a browser and type the IP address of the PSV server followed by /public.

The technician will see the following screen. To simplify access even further, instruct the tech to save the PSV server public web site location in the browsers favorites area.



2. Click the **Configure Static IP Address (Public)** link



You will notice that only one subnet range is displayed in the drop down box. This is by design since the public web tool can only discover addresses on the local subnet where the web browser is coming from.

3. Click **Start**. PSV will search for supported Oki devices on the local subnet

**OKI**  
PRINTING SOLUTIONS

**PrintSuperVision**  
Enterprise Edition

### Configure Static IP Address

Supported Oki Models: B410,B420,B430,MB460,MB470,MB480

Discover compatible devices in selected subnet;  
for selected print device inspect current configuration;  
change configuration of selected device.  
Configuration settings can be assigned manually or accepted from attributes of the printer group.

Subnet Address to Scan: subnet : 172.31.19.50 - 172.31.19.250 Group : 172.31.19.50-250

**Start**

Scanning the network for Printers..

- 172.31.19.64 : MB470
- 172.31.19.66 : MB460
- 172.31.19.67 : B420
- 172.31.19.70 : MB480
- 172.31.19.225 : MB460

Address: 172.31.19.66 - MB460 - 00-80-87-3B-3D-08

Password:  Leave empty if password is same as in database or default

**Get Configuration**

4. Select the desired device from the "Address" drop down box – Only one device can be configured at a time.

5. Enter the password for the web page on the physical device if it has been changed from the factory default password. If the default password has not been changed from the factory default, leave the password field blank and PSV will automatically enter the default password

6. Click the **Get Configuration** button

**OKI**  
PRINTING SOLUTIONS

**PrintSuperVision**  
Enterprise Edition

### Configure Static IP Address

Supported Oki Models: B410,B420,B430,MB460,MB470,MB480

Discover compatible devices in selected subnet;  
for selected print device inspect current configuration;  
change configuration of selected device.  
Configuration settings can be assigned manually or accepted from attributes of the printer group.

Subnet Address to Scan: subnet : 172.31.19.50 - 172.31.19.250 Group : 172.31.19.50-250

**Start**

Getting Current Configuration...

Current Configuration: Dynamic IP

Current Address: 172.31.19.66

Desired Static Address: 172.31.19.223

Desired Subnet Mask: 255.255.255.0

Desired Default Gateway: 172.31.19.2

**Update**

Desired Static IP Address, Desired Subnet Mask and Desired Default Gateway values are retrieved from user attributes associated with the printer group that was set up earlier. All values are read only and cannot be changed by the technician.

7. Click the **Update** button to change the IP address

# Supplies Ordering

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. It is also understood that not every organization is setup to order supplies on-line, so an option to disable on-line ordering is also included.

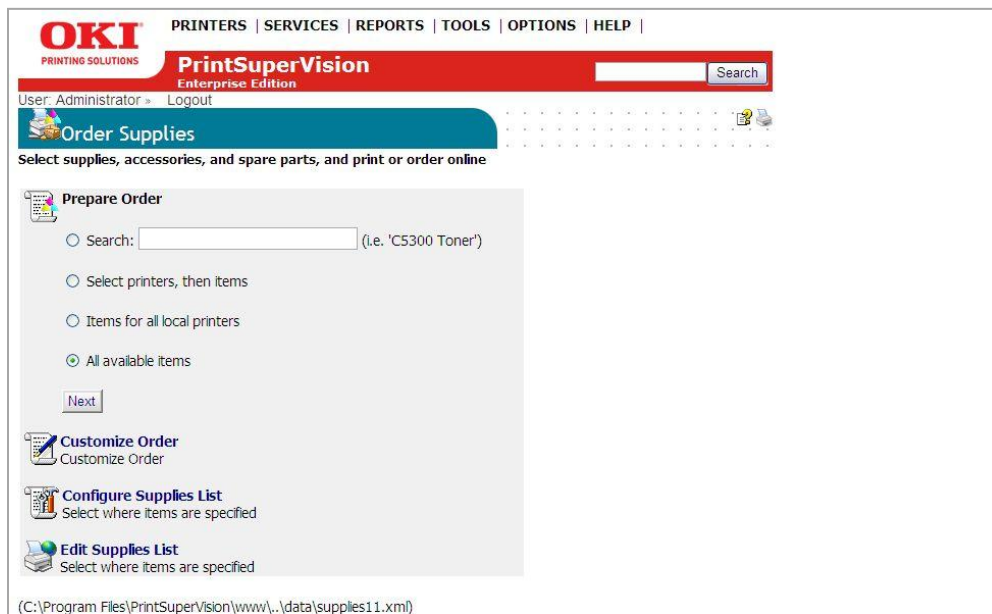
## Preparing on Online or printed order:

You can order supplies for your Oki devices at any time by:

1. Selecting **Tools / Order Supplies** from the main menu.

The options in the Order Supplies section help users to:

- 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



## Searching 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

The "Select Printers then Items" feature provides a list of the devices that PSV is monitoring so that you can first choose the device that needs supplies, then indicate the quantity of the item to purchase.

1. Check 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** or **Next/Print** to simply print your order.

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 that go 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 **Next/Order On-line** or **Next/Print** to simply print your order.



## All Available Items

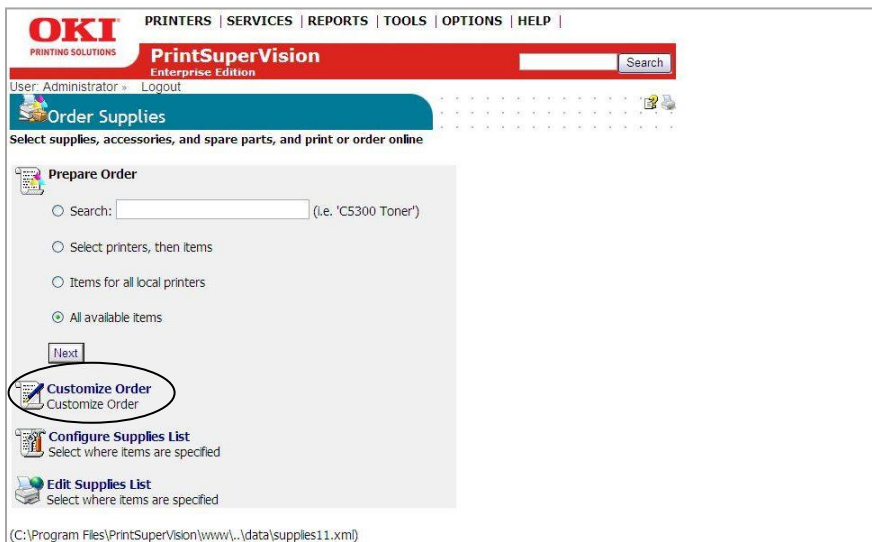
Click this option to display and print the entire database of supply items.

1. Enter a quantity of the item desired
2. Click **Next/Order On-line** or **Next/Print** to simply print a list of supply items

## Customizing Supplies Orders

If on-line ordering is not desired in your organization, you have the option to manually create a printed 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 printed 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** PRINTERS | SERVICES | REPORTS | TOOLS | OPTIONS | HELP |  
PRINTING SOLUTIONS **PrintSuperVision** Enterprise Edition Search  
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

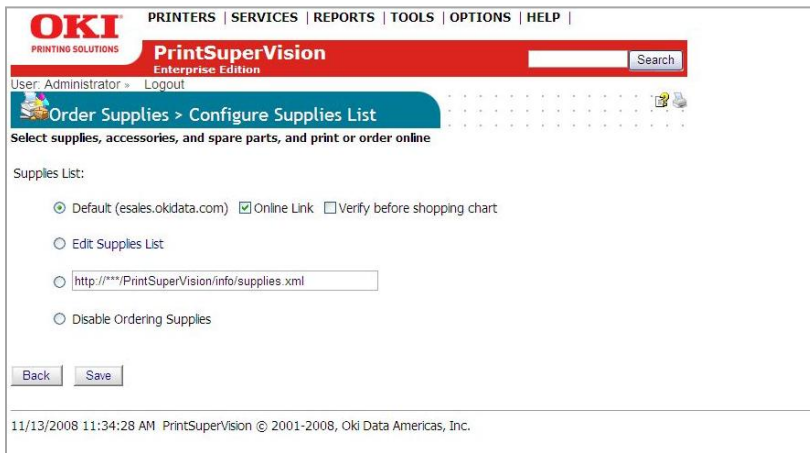
2/5/2009 3:18:19 PM PrintSuperVision © 2001-2009, Oki Data Americas, Inc.

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>
- You can edit and add to the existing supplies list
- You can point PSV to another list
- You can disable supplies ordering entirely



## Default Button

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 Online Supplies Ordering

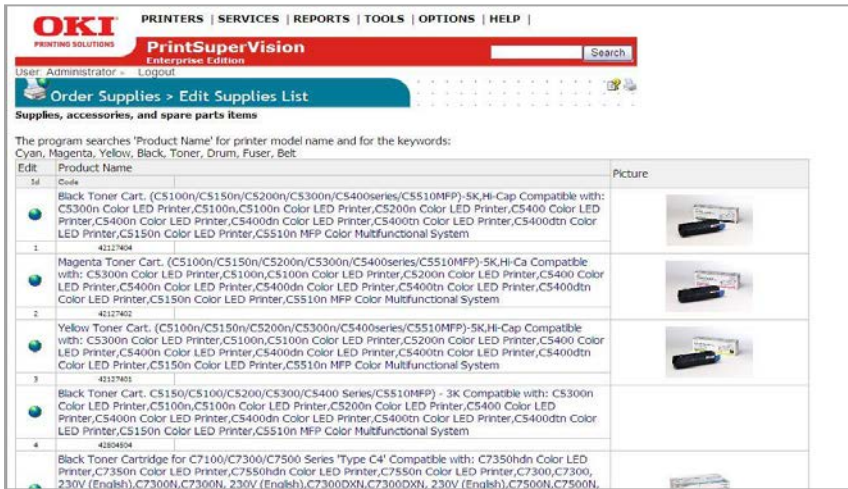
To enable or disable on-line ordering entirely, select or deselect the **Online Link** check box. Checking this box will add the **Order Online** button to the printer status page (and system wide) and allows users to order supplies on-line from many different areas.

Unchecking the box removes the **Order Online** button system wide and eliminates the ability to order supplies on-line entirely.

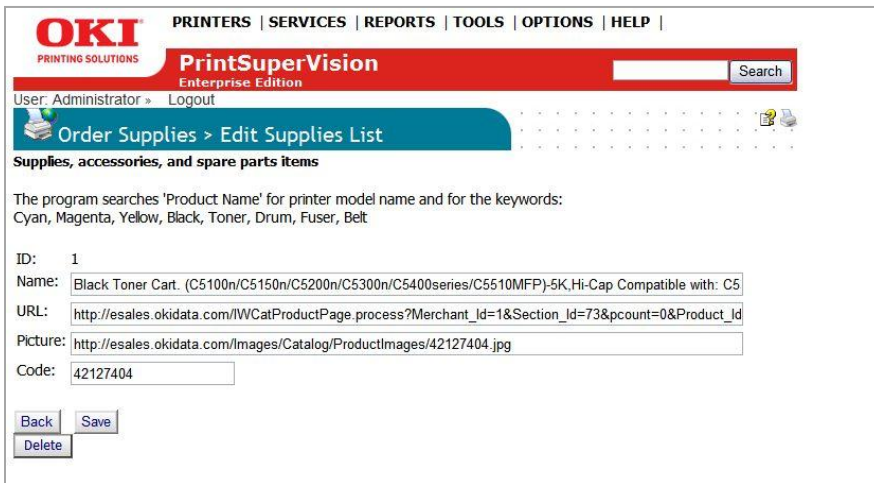
## Editing the Supplies List

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 and is displayed in the following screenshot.



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



2. 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.
3. If you plan to use a different e-commerce site than 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.
4. 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.

5. To edit the **item's** part number or SKU, enter the new number in the **Code** field.
6. 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.

You can 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\supplies11.xml

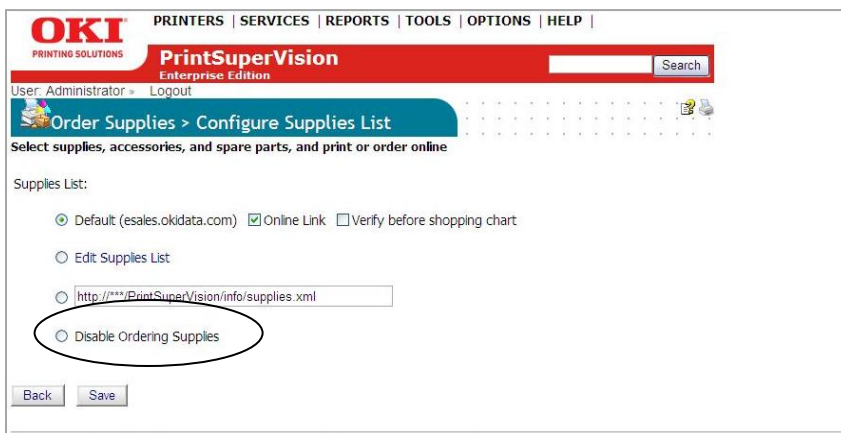
## Selecting an Alternative Supplies List

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

## Disabling Supplies Ordering

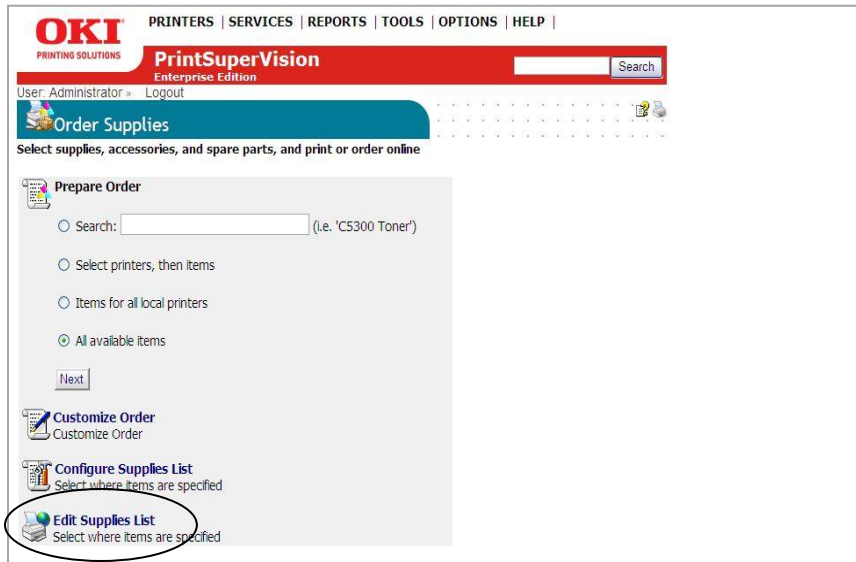
To completely disable the ability to order supplies either on-line or by manually printing a supplies order page (discussed earlier), click the Disable Supplies Ordering Button and click Save.



The screenshot shows the PrintSuperVision 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 'Order Supplies > Configure Supplies List' and includes the instruction 'Select supplies, accessories, and spare parts, and print or order online'. Under the heading 'Supplies List:', there are four radio button options: 'Default (esales.okidata.com)' (selected), 'Edit Supplies List', 'http://\*\*\*PrintSuperVision/info/supplies.xml' (with a text input field), and 'Disable Ordering Supplies' (circled in red). There are 'Back' and 'Save' buttons at the bottom left.

## Editing the Supplies List (Optional Link)

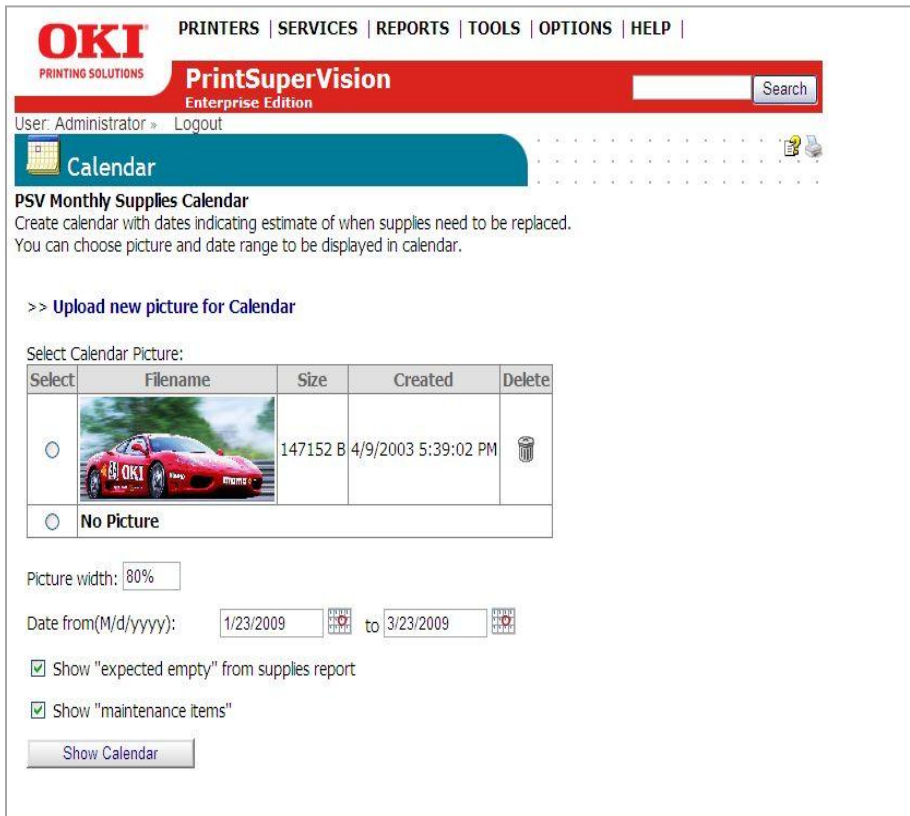
The Edit Supplies List option provides a link to the same area previously described. The link is provided for navigational convenience.





## 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. And with your favorite picture, you can print the calendar and hang it on the wall.

1. Click **Tools** from the main menu and **Calendar** from the drop down 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 main heading is "Calendar" with a sub-heading "PSV Monthly Supplies Calendar". Below this, there is a description: "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." A link ">> Upload new picture for Calendar" is present. A table titled "Select Calendar Picture:" lists available images. The first entry is a red sports car with a size of 147152 B and a creation date of 4/9/2003 5:39:02 PM. The second entry is "No Picture". Below the table, there are input fields for "Picture width" (set to 80%), "Date from (M/d/yyyy)" (1/23/2009) to "Date to (M/d/yyyy)" (3/23/2009). Two checkboxes are checked: "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 on the calendar.
3. Select a date range for the calendar
4. Check the **Show Expected Empty From Supplies Report** and **Show Maintenance Items** if you wish to be reminded of both supplies and maintenance items that need to be replaced (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, export device properties and so on.

Most reports can be displayed or saved in various formats such as HTML (Web), XML, Excel, CSV or Text files

Most 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**

The following reports are available in PSV Enterprise Edition

- Supplies Levels Report
- Toner Changes Report
- Supplies Usage Report
- Printed Pages Report
- Color / Mono Pages Report
- Export Printers Data Report
- Usage Report
- Monthly Printing Report
- Windows Print Job Logs
- Printers Log Report
- Device Job Logs

### **Configuring Report Properties**

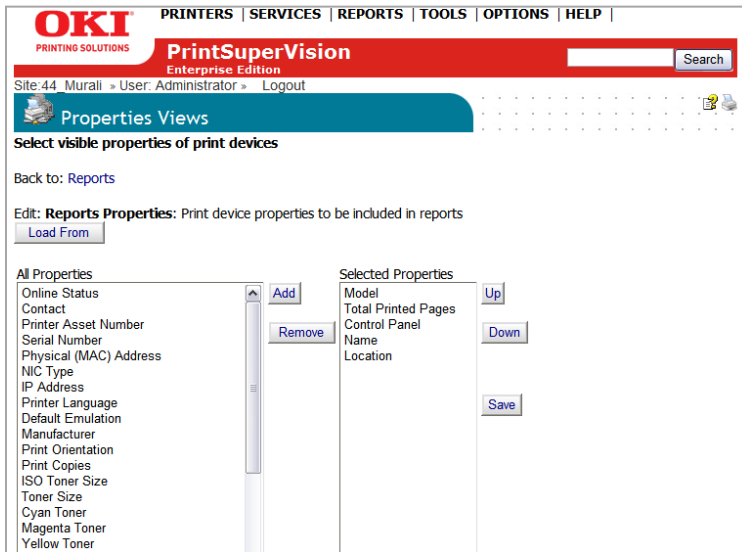
Before selecting and scheduling delivery of an individual report, you have the option to add or delete many different attributes and properties that are available for reporting.

Once the properties and attributes are saved, PSV creates a universal report configuration that applies those saved properties to all reports (except the Windows Print Job Logs report). You may edit the saved properties at any time.



To select reporting properties and attributes:

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



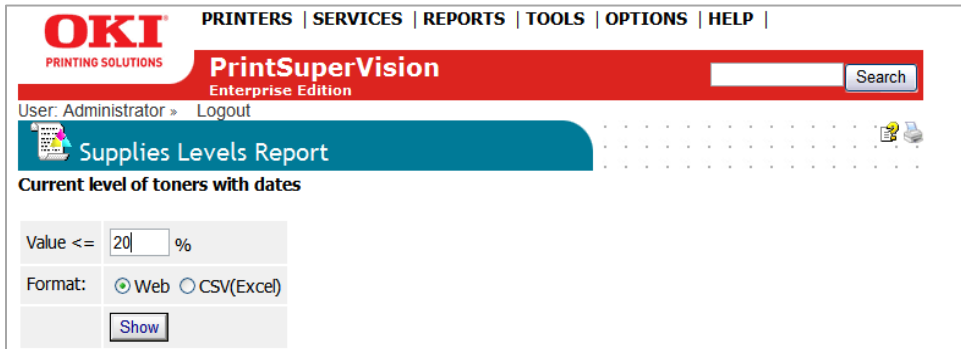
3. Select desired device properties from the All Properties column
4. Click **Add** to move them to the Selected Properties column. If you make a mistake, click **Remove** and the property will be placed back in the All properties column.
5. Once you have added the desired properties to the report, you may prioritize them by clicking the **Up** and **Down** keys. The order in which the property is listed is the order the column will appear in each report.
6. Click the **Save** button to save your selections.

Alternatively, four pre-configured report formats have already been created and may be selected by clicking the **Load Form** button. Select the desired format from the drop down menu and click the **Load** button. Be sure to click **Save**.

## The Supplies Levels Report

The Supplies Levels report is a very simple way to identify devices that are reporting toner remaining levels equal to or less than the user defined percentage.

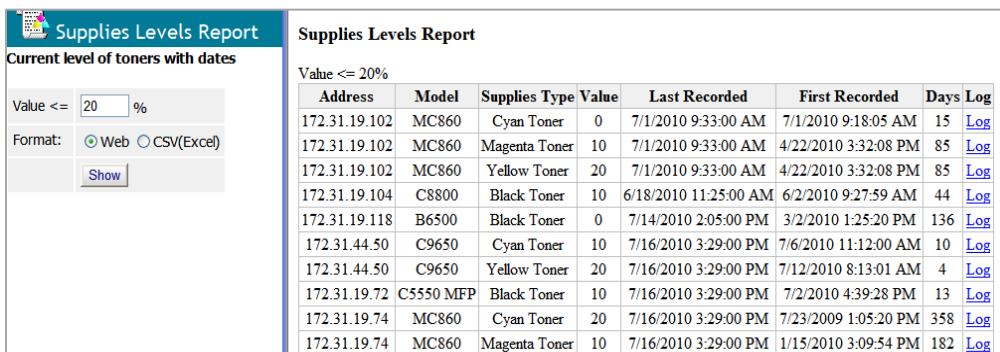
1. From the main menu click **Reports** and select **Supplies Levels Report** from the drop down menu.



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 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 identified as 'Administrator' with a 'Logout' link. The main content area is titled 'Supplies Levels Report' and includes a sub-header 'Current level of toners with dates'. There are two input fields: 'Value <= ' with a value of '20' and a '%' sign, and 'Format:' with radio buttons for 'Web' (selected) and 'CSV(Excel)'. A 'Show' button is located at the bottom of the configuration area.

Enter a desired value that is less than or equal to the % toner remaining

2. Select **Web** if you wish to display the report on your screen or **CSV** if you wish to save into Excel
3. Click **Show**



The screenshot shows the PrintSuperVision Enterprise Edition interface displaying the 'Supplies Levels Report'. The report title is 'Supplies Levels Report' and the sub-header is 'Current level of toners with dates'. The report shows a table of devices with the following columns: Address, Model, Supplies Type, Value, Last Recorded, First Recorded, Days, and Log. The table contains 12 rows of data, each representing a device with its respective toner levels and recording dates.

Address	Model	Supplies Type	Value	Last Recorded	First Recorded	Days	Log
172.31.19.102	MC860	Cyan Toner	0	7/1/2010 9:33:00 AM	7/1/2010 9:18:05 AM	15	<a href="#">Log</a>
172.31.19.102	MC860	Magenta Toner	10	7/1/2010 9:33:00 AM	4/22/2010 3:32:08 PM	85	<a href="#">Log</a>
172.31.19.102	MC860	Yellow Toner	20	7/1/2010 9:33:00 AM	4/22/2010 3:32:08 PM	85	<a href="#">Log</a>
172.31.19.104	C8800	Black Toner	10	6/18/2010 11:25:00 AM	6/2/2010 9:27:59 AM	44	<a href="#">Log</a>
172.31.19.118	B6500	Black Toner	0	7/14/2010 2:05:00 PM	3/2/2010 1:25:20 PM	136	<a href="#">Log</a>
172.31.44.50	C9650	Cyan Toner	10	7/16/2010 3:29:00 PM	7/6/2010 11:12:00 AM	10	<a href="#">Log</a>
172.31.44.50	C9650	Yellow Toner	20	7/16/2010 3:29:00 PM	7/12/2010 8:13:01 AM	4	<a href="#">Log</a>
172.31.19.72	C5550 MFP	Black Toner	10	7/16/2010 3:29:00 PM	7/2/2010 4:39:28 PM	13	<a href="#">Log</a>
172.31.19.74	MC860	Cyan Toner	20	7/16/2010 3:29:00 PM	7/23/2009 1:05:20 PM	358	<a href="#">Log</a>
172.31.19.74	MC860	Magenta Toner	10	7/16/2010 3:29:00 PM	1/15/2010 3:09:54 PM	182	<a href="#">Log</a>

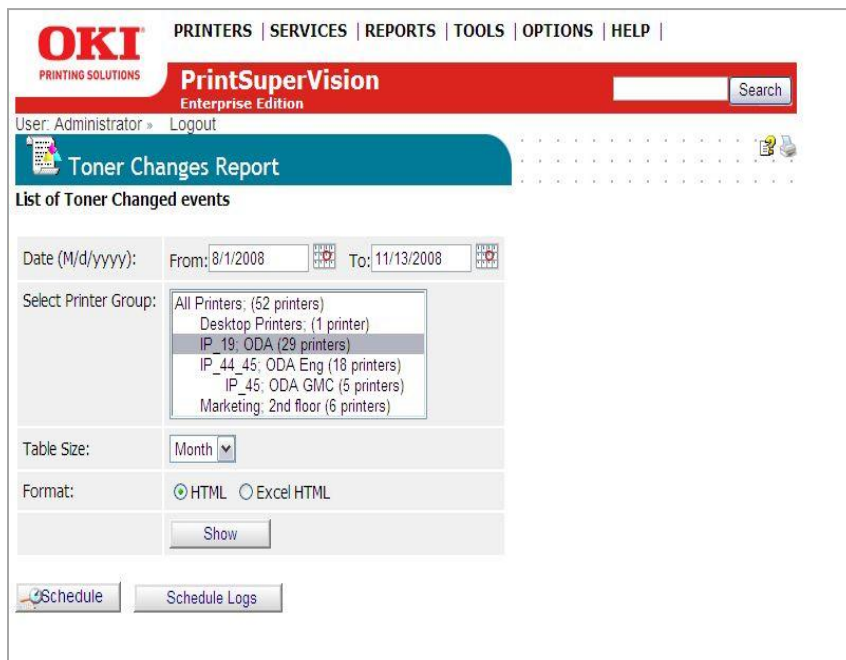
A list of devices that meet the criteria for % toner remaining will be displayed. You may click the word "Log" to view toner usage for an individual device on a running basis.

## The 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.

1. Select **Reports** from the main menu and **Toner Changes Report** 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 "Toner Changes Report". Below the heading, there is a section titled "List of Toner Changed events" with the following configuration options:

- Date (M/d/yyyy): From: 8/1/2008 To: 11/13/2008
- Select Printer Group: A dropdown menu is open, showing the following options:
  - All Printers: (52 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)
- Table Size: Month
- Format:  HTML  Excel HTML
- Show
- Schedule
- Schedule Logs

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

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.

**PrintSuperVision: Toner Changes Report**

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

Printer							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	Toner Type	Date	Value (%)	Date	Value (%)	Date	Value
65	172.31.19.66	C6150	2679	BETA100018	203	31	Yellow Toner	09/09/08	40	09/09/08	10	09/09/08	2338
65	172.31.19.66	C6150	2679	BETA100018	203	31	Cyan Toner	09/30/08	100	09/30/08	10	09/30/08	2460

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

Printer							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	Toner Type	Date	Value (%)	Date	Value (%)	Date	Value
84	172.31.19.118	B6500	3105			3105	Black Toner	11/10/08	100	11/07/08	50	11/07/08	1676

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

### Scheduling a Toner Change Report:

A Toner Change report can be scheduled to run periodically and automatically delivered via email to an individual or group.

1. Click the Schedule button

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

**PrintSuperVision**  
Enterprise Edition

User: Administrator » Logout

**Toner Changes Report**

List of Toner Changed events

Date (M/d/yyyy): From: 9/1/2008 To: 11/13/2008

Select Printer Group: All Printers: (52 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)

Table Size: Month

Format:  HTML  Excel HTML

Show

**Schedule** | Schedule Logs

2. Click the **Add Toner Changes Report** button
3. 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

Site: 44 Murali » User: Administrator » Logout

Toner Changes Report > Schedule > Add

Current Time: 9/21/2009 12:15:50 PM

**Toner Changes Report:**

Date: [ ] Time: [ 1 ] [ 00 ] [ AM ] Recur Interval: [ One Time ] Email to: [ Administrator ]

Site: [ Local Site ]

Report for last: [ 1 ] [ Day(s) ] [ Week(s) ] [ Month(s) ]

Select Printer Group: [ Search ] [ Clear ]

All Printers:  
44\_IP\_19;  
44\_IP\_44\_45;  
44\_IP\_45;  
B6xxx series;  
IMSS test;

Table Size: [ Month ]

Format: [ HTML ] [ Excel HTML ]

[ Save ] [ Cancel ]

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

**Note:** For added convenience the **Schedule Logs** button located next to the **Schedule** button provides a quick way to see if/when the Toner Changes Report was generated and sent via email.

1. Click the **Schedule Logs** button
2. Indicate the desired date range
3. Select **Toner Changes Report** from the drop down menu
4. Click **Show** to run the status log

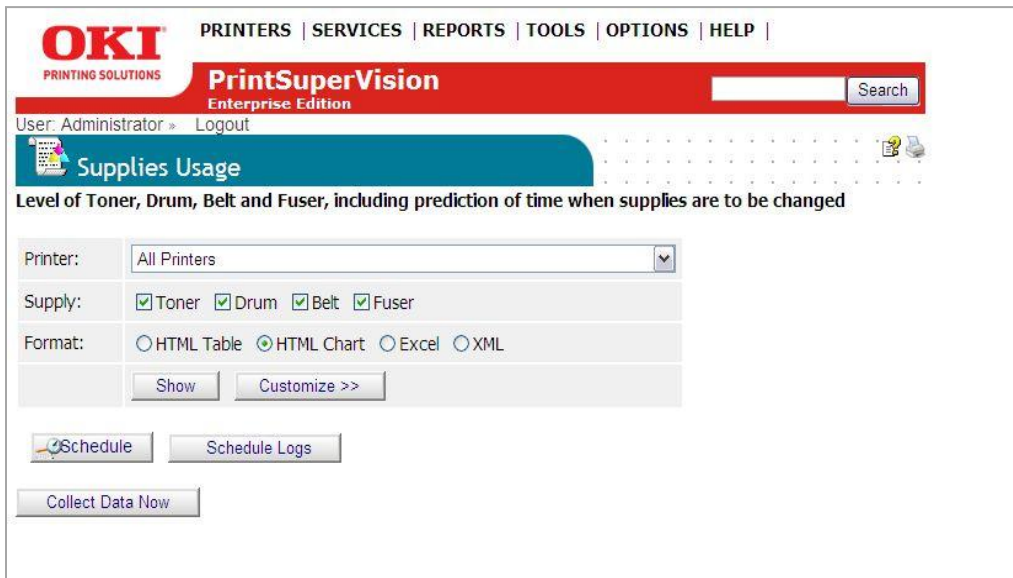
## Supplies Usage Report

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 displayed as an HTML table or chart
- Data can be imported into Excel
- Data can be presented in XML format

The Supplies Usage report helps you to plan your supply purchases by predicting when consumables (supply items) 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 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 on the right side of the header. The user is identified as 'Administrator' with a 'Logout' link. The main content area is titled 'Supplies Usage' and includes a subtitle: 'Level of Toner, Drum, Belt and Fuser, including prediction of time when supplies are to be changed'. The configuration section includes a 'Printer:' dropdown menu set to 'All Printers', a 'Supply:' section with checkboxes for Toner, Drum, Belt, and Fuser (all checked), and a 'Format:' section with radio buttons for HTML Table, HTML Chart (selected), Excel, and XML. There are 'Show' and 'Customize >>' buttons. Below the configuration section are buttons for 'Schedule', 'Schedule Logs', and 'Collect Data Now'.

After running the report with default settings, you may choose to customize the report:

1. Click the **Customize** button

2. Select any of the following options

**% Remaining:**

- Indicates the percent of each supply item that is not used

**% Used:**

- Indicates the percent of each supply item that has been used

**Change by Date:**

- Indicates the anticipated date the supply item will run out

**Days Remaining:**

- Indicates the anticipated number of days remaining before the supply item runs out

**Start Date:**

- The date that PSV started monitoring the device

**Start Value:**

- The consumable value recorded when PSV started monitoring the device

**Current Value:**

- The consumable value recorded at the time the report is generated

### Maximum Count:

- Displays the maximum design value of the consumable. This value is used in calculating the remaining percentage of the consumables.

### Optimize Performance:

- Use when a report is generated for a large number of devices, this allows PSV to optimize the performance.

### Order Supplies:

- If the option is deselected, the Order Supplies checkbox won't be visible in the Supplies Usage Report

### Show in Red if less than XX% or less than XX days:

- Prints values in red text to stress the importance of replacing supplies that are almost out. Use a higher value if you need more time react. Use a lower value if you are only concerned with critical situations.

### Report if data is not older than XX days:

- Allows data from inactive devices to be filtered out

3. Click **Show** to run the Supplies Usage Report

## Scheduling a Supplies Usage Report

Like all PSV reports, The Supplies Usage Report can be run automatically and sent to a user by clicking the **Schedule** button.

1. Click the **Add Supplies Usage Schedule** button

The screenshot shows the 'PrintSuperVision' web interface. The top navigation bar includes 'PRINTERS | SERVICES | REPORTS | TOOLS | OPTIONS | HELP'. The main header is 'PrintSuperVision Enterprise Edition' with a search box. The breadcrumb trail is 'Reports > Supplies Usage > Schedule > Add'. The current time is '9/21/2009 2:21:15 PM'. The page title is 'New Supplies Usage Schedule:'. The configuration form includes: Date (empty), Time (1:00 AM), Recur Interval (One Time), Email to (Administrator), Site (Local Site), Printer (All Printers), Supply (checked for Toner, Drum, Belt, Fuser), Format (radio buttons for HTML Table, HTML Chart, Excel, XML), Show (checked for Printer Address, Model, Name, Location; unchecked for % Remaining, % Used), Proactive Report (checked for Change by Date, Days Remaining; unchecked for Start Date, Start Value, Current Value, Maximum Count), Order Supplies (checked), Show in Red if less than: 10 % or 30 days, Report if data not older than: 7 days. There are 'Save' and 'Cancel' buttons at the bottom.



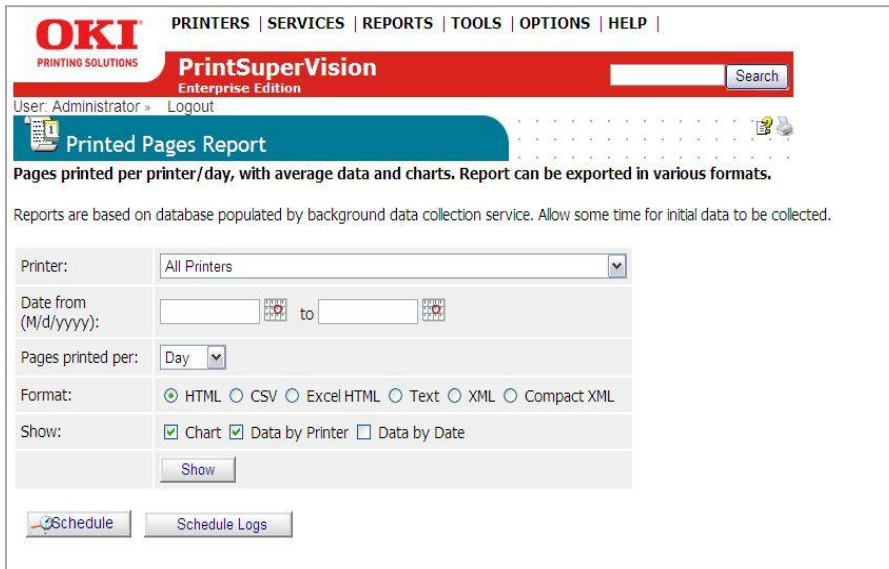
2. Select a starting date and time, select a recurring interval for the report to be generated and sent, indicate email recipients
3. Choose formatting options
4. Click **Save**

Click the **Schedule Logs** button to verify that reports are being generated and sent according to the schedule specified.

## Printed Pages Report

The printed pages report displays the number of pages printed over a period of time by an individual device or by a group of devices. Like all of 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 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 on the right side of the header. The user is logged in as 'Administrator' and can click 'Logout'. The main content area is titled 'Printed Pages Report' and includes a sub-header: '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 and options:

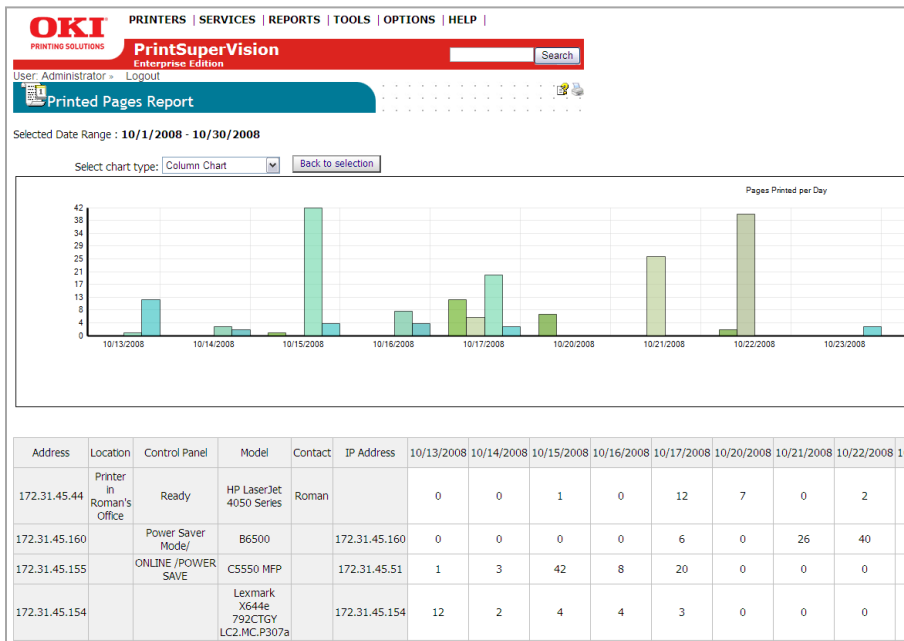
- Printer:** A dropdown menu currently set to 'All Printers'.
- Date from (M/d/yyyy):** Two date input fields separated by 'to'.
- Pages printed per:** A dropdown menu currently set to 'Day'.
- Format:** Radio buttons for HTML (selected), CSV, Excel HTML, Text, XML, and Compact XML.
- Show:** Checkboxes for 'Chart' (checked), 'Data by Printer' (checked), and 'Data by Date' (unchecked).
- Show** button: A button to generate the report.
- Schedule** and **Schedule Logs** buttons: Buttons for scheduling the report.

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.*



### Scheduling a Printed Pages Report:

The Printed Pages Report can also be automatically created and sent to a user at predetermined intervals.

From the Printed Pages Report screen:

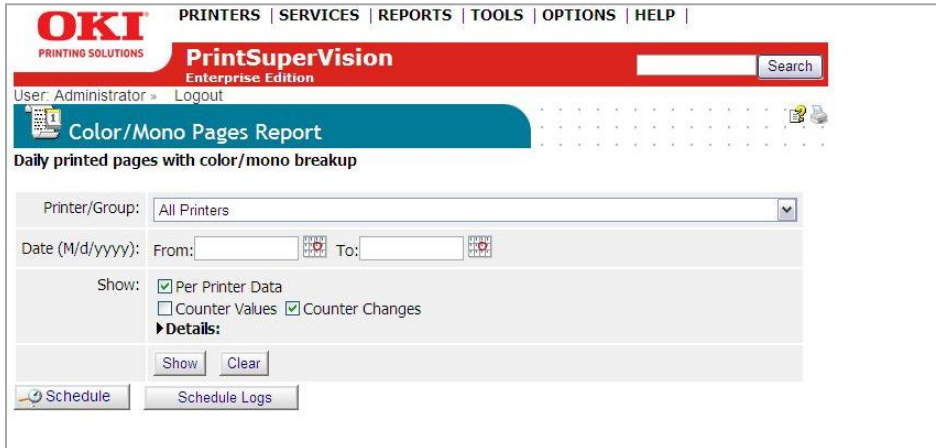
1. Click the **Schedule** button
2. Click the **Add Printed Pages Schedule** button
3. Select a starting date and time, select a recurring interval for the report to be generated and sent, indicate email recipients
4. Choose formatting options
5. Click **Save**

Click the **Schedule Logs** button to verify that reports are being generated and sent according to the schedule specified.

## Color/ Mono Pages Report

The color / mono pages report displays color and mono page counts for each device and adjusts for different paper sizes by displaying the equivalent A4/letter size page count in the total printed pages area. This report is available only in the Enterprise Edition.

1. Select **Reports** From the main menu and **Color/Mono Pages Report** 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 "Color/Mono Pages Report" with the subtitle "Daily printed pages with color/mono breakup". The configuration area includes a dropdown menu for "Printer/Group" set to "All Printers", date range fields for "Date (M/d/yyyy)" with "From:" and "To:" inputs, and checkboxes for "Show: Per Printer Data", "Counter Values", and "Counter Changes". A "Details:" button is also present. At the bottom, there are "Schedule" and "Schedule Logs" buttons.

1. Select an individual or group of printers
2. Enter a desired date range
3. Click the **Counter Values** check box to display mono, color and total page counts as a snapshot on a particular day for a date range indicated.

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

4. Click the **Counter Changes** check box to view only the number of pages that changed on a daily basis for mono, color and total pages printed.
5. Click both **Counter Values** and **Counter Changes** for both.

Additional formatting options are available by clicking 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

6. Click **Show** to run the report.

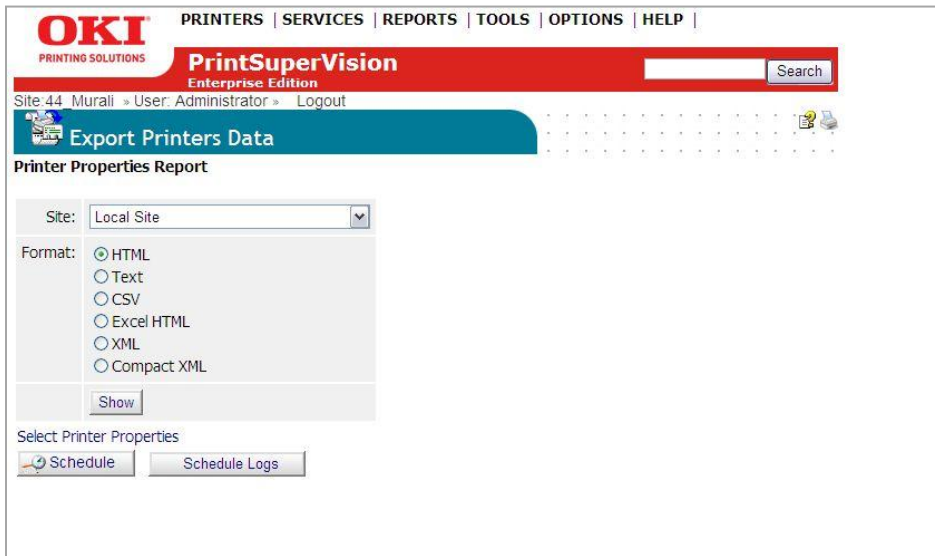
Click the **Schedule** button to send the report at predetermined intervals.

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

## Exporting Device Properties and Attributes Report

The **Export Printers Data** option makes it easy to view and save a list of all device properties and attributes for each device. You control the content included in the report by selecting the desired properties and attributes from the **Configure Properties and Attributes** page (Select **Reports** from main menu and **Configure Properties and Attributes** from the drop down box to configure the report).

Select **Reports** from the main menu and **Export Printers Data** 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 main header displays the OKI logo and the product name. Below the header, the user is logged in as Administrator. The page title is 'Export Printers Data'. Underneath, there is a section for 'Printer Properties Report' with a dropdown menu for 'Site' set to 'Local Site'. A 'Format' section contains radio buttons for HTML (selected), Text, CSV, Excel HTML, XML, and Compact XML. A 'Show' button is located below the format options. At the bottom, there are two buttons: 'Schedule' and 'Schedule Logs'.

**Note:** if you have more than one PSV site running, you may also choose the appropriate PSV Site from the drop down box.

Select the desired file format for report and click **Show**.

You may also choose to have the report automatically emailed to you by clicking the **Schedule** button.

The **Schedule Logs** button allows you to view a running log of all scheduled events or just the events pertaining to the generation and distribution of this report

## Usage Report

Many devices from Oki Printing Solutions are capable of producing a Usage Report that is generated and printed directly from the device's **operator panel**. PSV can access this data remotely if the Usage Report has been enabled on the device.

The Usage Report tracks black and color printed pages and displays page counts in Letter/A4 size page equivalents (generally required for pay-for-print scenarios).

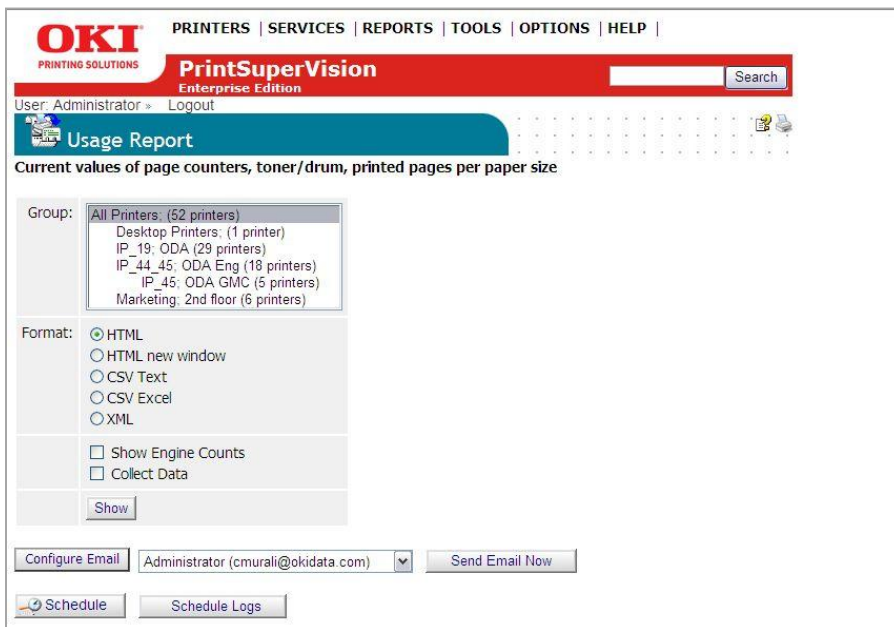
PrintSuperVision provides remote access to the Usage Report. And, as an added convenience, supplies and consumable status is also displayed in the Usage Report.

**Note:** With most Oki devices, the Usage Report feature can be disabled from the **device's** operator panel. If the Usage Report feature is disabled, PrintSuperVision will be unable 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 and select **Usage Reports** from the drop down box.



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 red header bar with the Oki logo and the text 'PrintSuperVision Enterprise Edition'. A search box 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 'Usage Report' and displays the text 'Current values of page counters, toner/drum, printed pages per paper size'. There are two main sections: 'Group:' and 'Format:'. The 'Group:' section has a dropdown menu showing 'All Printers: (52 printers)' and a list of printer categories: Desktop Printers (1 printer), IP\_19: ODA (29 printers), IP\_44\_45: ODA Eng (18 printers), IP\_45: ODA GMC (5 printers), and Marketing: 2nd floor (6 printers). The 'Format:' section has radio buttons for HTML (selected), HTML new window, CSV Text, CSV Excel, and XML. There are also checkboxes for 'Show Engine Counts' and 'Collect Data'. A 'Show' button is located below the format options. At the bottom, there are buttons for 'Configure Email', a dropdown menu for the user 'Administrator (cmurali@okidata.com)', a 'Send Email Now' button, and 'Schedule' and 'Schedule Logs' buttons.

2. Select a group of devices

3. Indicate the desired file format for 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 **Configure Email** 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.

Click the **Schedule** button to send the report at predetermined intervals.

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

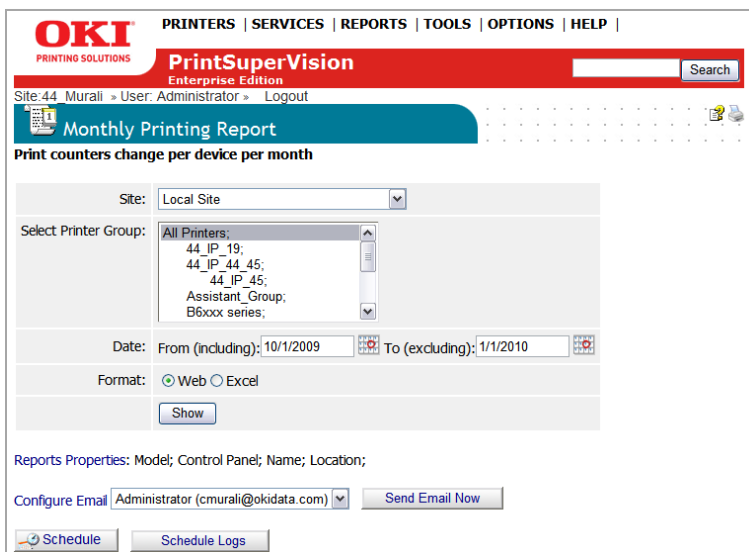
As an added convenience PrintSuperVison can enable the Usage Report option remotely on most Oki devices by clicking on the **Enable Usage Report** Feature. Select a group of devices and click **start**.

## Monthly Printing Report

Use the monthly Printing Report to obtain mono and color page counts from each device on a monthly basis. This report is very useful when monitoring page counts for an entire fleet of devices.

Like all PSV reports, you control the content by selecting the desired properties and attributes of the report. A link to the Configure Properties and Attributes page is now available at the bottom of the page.

1. Click **Reports** from the main menu and **Monthly Printing Report** from the drop down box



The screenshot shows the PrintSuperVision web interface. At the top, there is a navigation menu with links for PRINTERS, SERVICES, REPORTS, TOOLS, OPTIONS, and HELP. The main header displays the OKI logo and the product name 'PrintSuperVision Enterprise Edition'. Below the header, the user is identified as 'Site: 44 Murali > User: Administrator > Logout'. The main content area is titled 'Monthly Printing Report' and includes a sub-header 'Print counters change per device per month'. The interface contains several form fields: a 'Site' dropdown menu set to 'Local Site'; a 'Select Printer Group' dropdown menu with a list of printer groups including 'All Printers;', '44\_IP\_19;', '44\_IP\_44\_45;', '44\_IP\_45;', 'Assistant\_Group;', and 'B6xxx series;'; a 'Date' range selector with 'From (including): 10/1/2009' and 'To (excluding): 1/1/2010'; and a 'Format' section with radio buttons for 'Web' (selected) and 'Excel'. A 'Show' button is located below the format options. At the bottom of the form, there are links for 'Reports Properties: Model; Control Panel; Name; Location;', 'Configure Email' (set to Administrator (cmurali@okidata.com)), 'Send Email Now', 'Schedule', and 'Schedule Logs'.

2. Select the appropriate site if you are monitoring more than one PSV server
3. Select the appropriate group of devices
4. Select a date range for the report
5. Select the output format
6. Click **Show** to generate the report

Links to set the Report Properties and to configure the email recipient have been included for convenience.

To set up a schedule to automatically generate a monthly printing report, click the **Schedule Button**, click the **Add Monthly Printing Report Schedule**, indicate the date and time to start, indicate the report interval, select the devices to monitor, indicate the desired format of the report and click **Save**. PSV will now automatically create the report and send it to the recipient on a monthly basis.



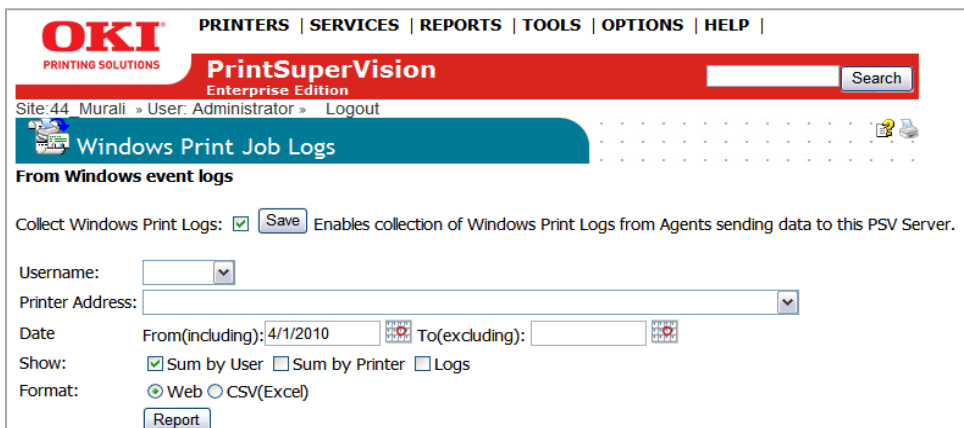
## Windows Print Job Logs

Another convenient feature in PSV is the ability to view individual print logs obtained from the Windows print queue on client PCs where the PSV Agent is installed. The print logs indicate the date the document was printed, the name of the computer used, the driver used, the print queue, whether it was printed via USB or over the network, the name of the document, and the number of pages.

The Print Job Logs report also provides the ability to summarize the number of pages printed by a user and the number pages printed by particular device (only when the PSV agent is used).

Since data is being obtained from Windows (and not the device) you can use this report if you have **non-Oki devices connected to PC's that are running the PSV agent**.

To run a Windows Job log report, click **Reports** from the main menu and select **Windows Print Job Logs** from the drop down menu.



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 main header displays the OKI logo and the product name. Below the header, the user is logged in as Administrator. The page title is "Windows Print Job Logs". Under the heading "From Windows event logs", there is a section for "Collect Windows Print Logs" which is checked. Below this, there are fields for "Username", "Printer Address", and "Date" (with "From(including):" and "To(excluding):" sub-fields). There are also radio buttons for "Show:" (Sum by User, Sum by Printer, Logs) and "Format:" (Web, CSV(Excel)). A "Report" button is at the bottom.

Click the **Collect Windows Print Logs** check box and click **Save**. The next two operations are optional but will help obtain more granularity in the data desired.

Click the down arrow in the **Username field** and select the desired **Agent** or leave blank to obtain data from all agents.

Click the down arrow in the **Printer Address field** and select the appropriate print queue or leave blank for all print queues.

Select desired date ranges

At this point you have the option to select any of the three choices:

1. Sum by User, Sum by Printer, Logs

For example, clicking **Sum by User** generates a simple list of the users that have the agent installed and a corresponding number of pages printed by that user.

The screenshot shows the OKI PrintSuperVision Enterprise Edition interface. The navigation menu includes PRINTERS, SERVICES, REPORTS, TOOLS, OPTIONS, and HELP. The page title is 'Windows Print Job Logs'. Under 'From Windows event logs', there are filters for Username, Printer Address, and Date. The 'Show' section has 'Sum by User' selected. The 'Format' section has 'Web' selected. A 'Report' button is visible. Below the filters, a table titled 'Sum Pages by User' is displayed, listing users and their page counts.

User	Pages
cmural	335
CMurali	221
daugust	251
DAugust	6
TTamaki	146
ykenned	54

Clicking **Sum by Printer** generates list print queues, the type of driver used, the type of print device used and the number of pages.

The screenshot shows the OKI PrintSuperVision Enterprise Edition interface with the 'Sum by Printer' option selected. The 'Report' button is visible. Below the filters, a table titled 'Sum Pages by Printer' is displayed, listing printer addresses, drivers, models, and page counts.

Printer Address	Drivers	Model	Pages
172.31.19.66	OKI B6500(PCL6)	B6300	11
172.31.44.170	CX3641 MFP(PS)	CX3641 MFP	535
172.31.45.64	OKI C711(PS)	C711	1
August-Doug \ DigitalPaperPort1:	Anoto Print		2
August-Doug \ USB001	OKI C5400n(PCL), OKI C710(PCL), OKI C3400	C5400n	58
August-Doug \ USB002	OKI C3400	C3400	7
August-Doug \ USB006	OKI C710(PCL), OKI C710(PS)		187
August-Doug \ USB019	OKI C3400		2
cs-muralxp \ USB018	OKI B410	B410	10

Clicking **Logs** generates a report that was previously described in the beginning of this section.

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 main header displays 'PrintSuperVision Enterprise Edition' and a search box. The user is logged in as 'User: Administrator' on 'Site:44 - Murali'. The current page is titled 'Windows Print Job Logs'.

Under the heading 'From Windows event logs', there are configuration options:
 

- 'Collect Windows Print Logs:' is checked, with a 'Save' button and a note: 'Enables collection of Windows Print Logs from Agents sending data to this PSV Server.'
- 'Username:' is set to 'Administrator'.
- 'Printer Address:' is set to '192.168.1.100'.
- 'Date' filters: 'From(including):' is '4/11/2010' and 'To(excluding):' is empty.
- 'Show:' options: 'Sum by User' (unchecked), 'Sum by Printer' (unchecked), and 'Logs' (checked).
- 'Format:' options: 'Web' (selected), 'CSV(Excel)' (unchecked), and 'Report' (unchecked).

A table below displays the print job logs:

Printed Date/Time	Address	Computer	Port	Print Queue	Driver	Username	Document
4/20/2010 4:16:12 PM		Toni-Tamaki	USB002	OKI CS150n	OKI CS150n	TTamaki	http://alrecipes.com/Recipe-Tools/Print/Recipe.aspx?Reci
4/20/2010 1:54:09 PM		Toni-Tamaki	USB002	OKI CS150n	OKI CS150n	TTamaki	InfoTrends Dally Subscriber...
4/20/2010 11:38:43 AM		Toni-Tamaki	USB002	OKI CS150n	OKI CS150n	TTamaki	http://us.mg2.mail.yahoo.com/dc/launch?gx=1&rand=38gj
4/20/2010 11:09:07 AM		Toni-Tamaki	USB002	OKI CS150n	OKI CS150n	TTamaki	file:///C:/DOCUME~1/TTamaki...
4/20/2010 11:00:18 AM		Toni-Tamaki	USB002	OKI CS150n	OKI CS150n	TTamaki	D\Celo%20Party%20Invoice[1].pdf

Finally, click the CSV option on any of these reports to export the data to excel for further manipulation.

## Printers Log Report

The Printers Log report collects status messages that are periodically displayed on the device's operator panel and saved in the device's memory. It can be helpful to view a history of all the messages the device has generated over a period of time when planning a refresh or just looking at the performance of each device.

The Printers log report allows you to select a specific group and/or device, a date range, the types of messages and the ability to exclude certain messages (such as "online", "power save" and "data arriving". You can also sort the logs by date / time or by device.

To run the Printers Log report:

1. Click **Reports** from the main menu and **Printers Log** from the drop down box.

DateTime	Property	Value
1/11/2010 1:02:31 PM	Status Alert Descriptions	Tray Empty

2. Select **All Printers**, an individual group of devices and/or a single device from the drop down menu
3. Select the desired date range
4. Select the type of log to view or select **All**
5. The **Exclude area** allows you to filter out common messages that may be unimportant to you like "paper out" "data arriving" and "online". You can keep

the default filter words displayed or add and delete as you see fit. Make sure the words or phrases are separated by a comma.

- Sort the report by the date and time the log was registered or by individual device.
- Click **Show** to generate the Printer Log report

Note: When **All** is selected in the View field, you have the ability to filter the log search results further by selecting only the property that you are interested in.

The screenshot shows the OKI PrintSuperVision Enterprise Edition interface. The top navigation bar includes links for PRINTERS, SERVICES, REPORTS, TOOLS, OPTIONS, and HELP. The main header displays 'PrintSuperVision Enterprise Edition' and a search box. Below the header, the user is logged in as 'User: Administrator' at 'Site: 44 Murali'. The 'Printers Log' section is active, showing a list of printer groups and a 'Printer' dropdown. The 'Date Range' is set from 4/1/2010 to 4/22/2010. The 'View' is set to 'All'. The 'Property' dropdown is set to 'Magenta Drum Replacement Count'. The 'Sort By' is set to 'Date/Time'. A 'Show' button is visible. Below the configuration, a summary line reads '4/15/2010 : 172.31.19.69 : MC561 : OKI-MC561-849609'. A table below shows the log entry:

DateTime	Property	Value
4/15/2010 8:41:03 AM	Magenta Drum Replacement Count	0

For example, the Magenta Drum info property was selected in the screen below. After clicking **Show**, all logs that pertain to that property were displayed.

## Device Job Logs Report

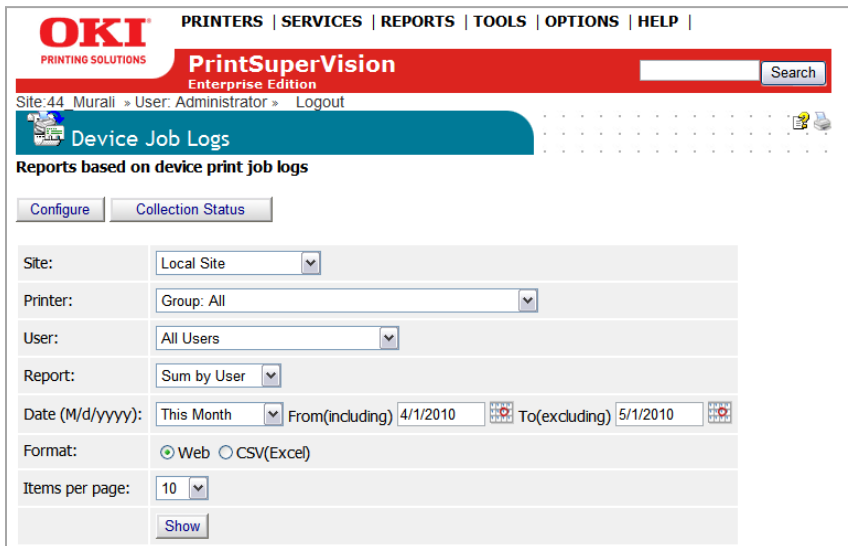
The Device Job Logs report allows you to analyze the type of print jobs sent to a device. It provides the document name, the number of pages and sheets printed, the date and time the document was printed and the username of the person who printed it.

It also lets you assign a “per-page” and “per-sheet” cost to each page and/or sheet to quickly calculate the cost of printing. Pages represent a printed single side of paper and sheets represent the physical piece of paper.

**Note:** Currently, this report is limited to 2 Oki Data Devices (the CX1145 and B6300). Support for more devices will be added at a later date.

To configure and run a Device Job Logs report:

1. Click **Reports** from the main menu and select **Device Job Logs** from the drop down menu



The screenshot displays 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 a search box. The user's current session is identified as Site:44 Murali, User: Administrator, with a Logout link. The main content area is titled "Device Job Logs" and includes a sub-header "Reports based on device print job logs". There are two buttons: "Configure" and "Collection Status". The configuration form includes several fields: "Site" (Local Site), "Printer" (Group: All), "User" (All Users), "Report" (Sum by User), "Date (M/d/yyyy)" (This Month, From(including) 4/1/2010, To(excluding) 5/1/2010), "Format" (Web selected, CSV(Excel)), and "Items per page" (10). A "Show" button is located at the bottom of the form.

2. Click the **Configure** button and select the B6300, the CX1145 MFP or both.

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 main header displays the OKI logo and the product name. Below the header, the user is logged in as 'User: Administrator' at 'Site: 44 Murali'. The page title is 'Device Job Logs'. Underneath, there is a section for 'Reports based on device print job logs' with two buttons: 'Configure' and 'Collection Status'. The 'Configure' button is active. The configuration form includes the following fields:

- Enable Job Log Collection:  B6300  1145 MFP
- Maximum threads for data collection:
- Cost: Per Page (Toner)  Per Sheet (Paper)
- Site:
- Printer:
- User:
- Report:
- Date (M/d/yyyy):  From(including)  To(excluding)
- Format:  Web  CSV(Excel)
- Items per page:

A 'Save' button is located below the cost fields, and a 'Show' button is at the bottom of the configuration section.

3. To minimize processing time, enter a greater number of threads in the **Maximum threads for data collection** field if your hardware is capable of multi-processing.
4. Enter a per page and per sheet cost if you would like PSV to calculate costs
5. Click **Save**

### To run a Device Job Logs report:

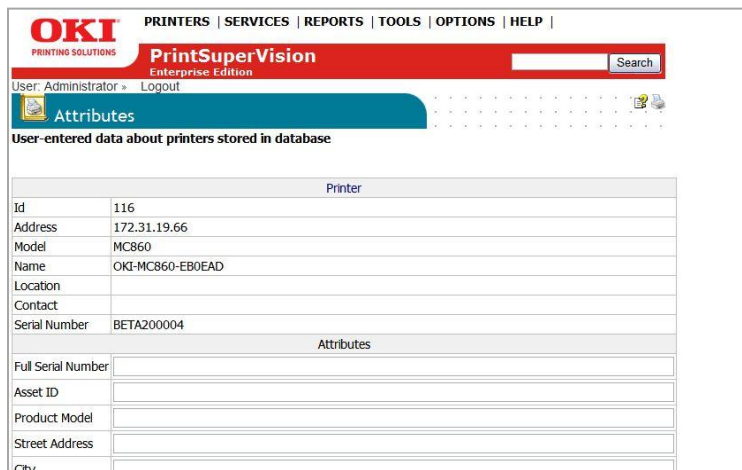
1. Select the appropriate PSV **site**, **group**, and **user**.
2. Select the option to summarize all logs by individual **user**, by **printer** or to just produce a list of all job logs from each device.
3. Select a **date range**
4. Select **Web** if the report is to be viewed on screen, or **CSV** if you intend to import data into Excel
5. Determine the number of entries per page
6. 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 men
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 and click **Edit**
5. Enter data in any of the Attribute fields and click **Save** at bottom of the screen.



The screenshot shows the PrintSuperVison 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 'PrintSuperVison Enterprise Edition'. A search bar is located in the top right corner. The user is logged in as 'Administrator' and can click 'Logout'. The main content area is titled 'Attributes' and contains the text 'User-entered data about printers stored in database'. Below this is a table with two sections: 'Printer' and 'Attributes'. The 'Printer' section has fields for Id (116), Address (172.31.19.66), Model (MC860), Name (OKI-MC860-EB0EAD), Location, Contact, and Serial Number (BETA200004). The 'Attributes' section has fields for Full Serial Number, Asset ID, Product Model, Street Address, and City.

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

Attributes	
Full Serial Number	
Asset ID	
Product Model	
Street Address	
City	

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.

To import a CSV file:

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**.

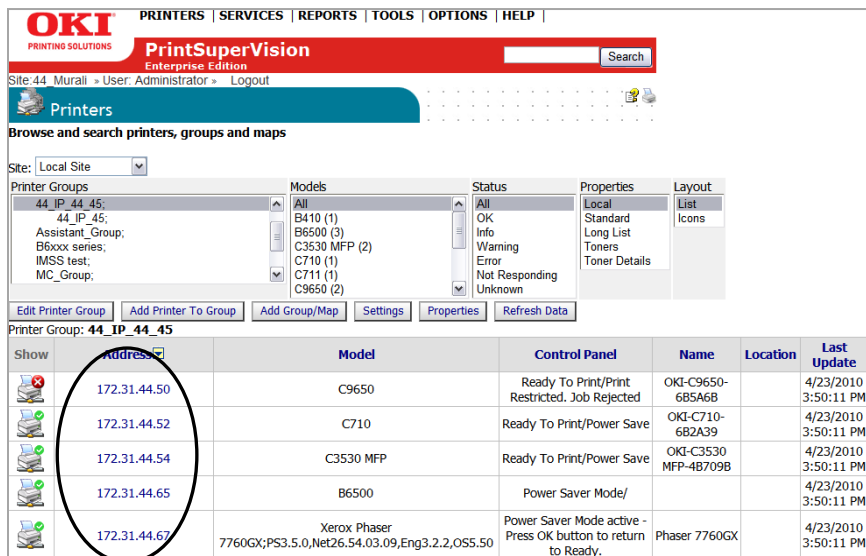


# Configuring a Print Device Remotely

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.

From the main menu:

1. Select **Printers**
2. Click **Printers** from the drop down menu to display a list of print devices.



The screenshot shows the OKI PrintSuperVision Enterprise Edition interface. At the top, there are navigation tabs: PRINTERS, SERVICES, REPORTS, TOOLS, OPTIONS, and HELP. Below the navigation is a search bar and a user status bar indicating 'Site: 44 Murali > User: Administrator > Logout'. The main heading is 'Printers' with a sub-heading 'Browse and search printers, groups and maps'. There are several dropdown menus for 'Site' (Local Site) and 'Printer Groups' (44\_IP\_44\_45). Below these are three columns: Models (B410 (1), B6500 (3), C3530 MFP (2), C710 (1), C711 (1), C9650 (2)), Status (All, OK, Info, Warning, Error, Not Responding, Unknown), and Properties (Local, Standard, Long List, Toner, Toner Details). At the bottom, there are buttons for 'Edit Printer Group', 'Add Printer To Group', 'Add Group/Map', 'Settings', 'Properties', and 'Refresh Data'. A table below shows a list of printers with columns: Show, Address, Model, Control Panel, Name, Location, and Last Update. The IP address 172.31.44.50 is circled in the Address column.

Show	Address	Model	Control Panel	Name	Location	Last Update
	172.31.44.50	C9650	Ready To Print/Print Restricted. Job Rejected	OKI-C9650-6B5A6B		4/23/2010 3:50:11 PM
	172.31.44.52	C710	Ready To Print/Power Save	OKI-C710-6B2A39		4/23/2010 3:50:11 PM
	172.31.44.54	C3530 MFP	Ready To Print/Power Save	OKI-C3530 MFP-4B709B		4/23/2010 3:50:11 PM
	172.31.44.65	B6500	Power Saver Mode/			4/23/2010 3:50:11 PM
	172.31.44.67	Xerox Phaser 7760GX;PS3.5.0,Net26.54.03.09,Eng3.2.2,OS5.50	Power Saver Mode active - Press OK button to return to Ready.	Phaser 7760GX		4/23/2010 3:50:11 PM

3. Click on the highlighted IP address of a device and enter the username and password for the internal web page if required (**usually the user name is "root" and password is the last 6 digits of the device's mac address without dashes.**

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.

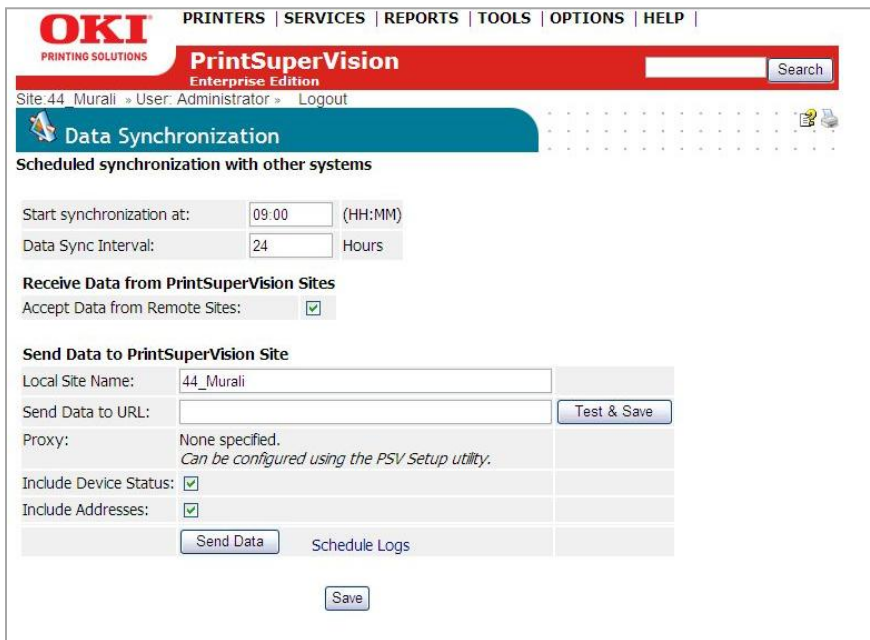
# Data Synchronization

The Data Synchronization feature allows data to be transferred from one PSV site to another automatically. This feature is particularly helpful from a reporting standpoint when there are several PSV sites running in a large enterprise environment. Rather than accessing each PSV site individually to run reports, you can simply log into **the “receiving server”** and run all necessary reports from that server.

PSV Enterprise Edition can send and receive data while the Professional Edition can only send data, therefore the Enterprise Edition must be designated as the receiving site.

If you have not already configured the Data Synchronization feature in the PSV Setup wizard you may do so from within the PSV application:

1. Click **Services** from the main menu and **Data Synchronization** from the drop down box



The screenshot shows the 'Data Synchronization' configuration page in the PSV application. The page has a red header with the OKI logo and navigation links: PRINTERS | SERVICES | REPORTS | TOOLS | OPTIONS | HELP. Below the header, it says 'PrintSuperVision Enterprise Edition' and 'Site: 44\_Murali - User: Administrator - Logout'. The main content area is titled 'Data Synchronization' and 'Scheduled synchronization with other systems'. It contains several configuration fields: 'Start synchronization at:' with a time picker set to 09:00 (HH:MM); 'Data Sync Interval:' with a value of 24 Hours; 'Receive Data from PrintSuperVision Sites' section with a checked checkbox for 'Accept Data from Remote Sites'; 'Send Data to PrintSuperVision Site' section with 'Local Site Name:' set to '44\_Murali', a 'Send Data to URL:' field with a 'Test & Save' button, a 'Proxy:' field set to 'None specified' with a note 'Can be configured using the PSV Setup utility.', and checked checkboxes for 'Include Device Status:' and 'Include Addresses:'. At the bottom, there are 'Send Data' and 'Schedule Logs' buttons, and a 'Save' button.

If you are configuring a “Receiving Site”, simply click the **Accept Data from Remote Site** check box and click **Save**.

If you are configuring a “Sending Site”, access the appropriate PSV Server:

1. Click **Services** from the main menu and **Data Synchronization** from the drop down box

2. Enter the appropriate time and interval between synchronizations. If no interval values are entered, PSV assigns a default value of 24 hours. The minimum value is 1 hour and the maximum interval value is 99 hours (which is 4.125 days).

**Note:** If you are using a PSV Enterprise Edition as a sending site, do not check the **Accept Data from Remote Site** box

3. Specify a name for the Local (sending) Site. If a name is not entered, data will not be sent during data synchronization.
4. Indicate the address/URL of the receiving PSV site in the **Send Data to URL** field

If the receiving site has already been configured, you can click the **Test and Save** button to verify that the sending site is successfully connecting to the receiving site.

**Note:** If configuring a proxy server is required, it must be done using the PSV Setup wizard which is located in **Start > All Programs > PrintSuperVision > PrintSuperVision Setup > DataSync** Tab

5. Click on the Include **Device Status** and/or **Include Addresses** check boxes to include individual device status and a list of device IP addresses in the data that is sent to the receiving site. This allows the Admin from the receiving site to view control panel messages from devices being monitored by the sending site at the time the data is sent. It also provides the admin with a link directly to each devices internal web page.

**Note:** The option to not send IP addresses between PSV servers is to provide for a higher level of security and privacy.

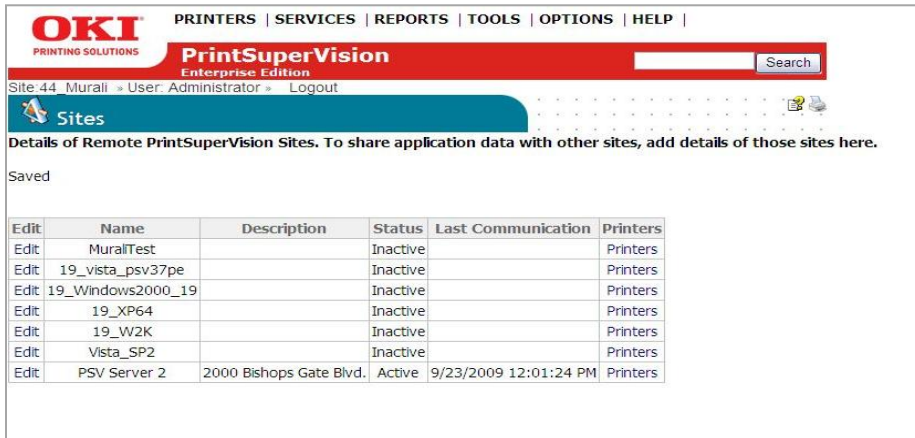
6. Click the **Save** button to save settings
7. (Optional) Click the **Send Data** button to manually send data to the receiving site

## Viewing a List of Sending Sites

**Note:** This section pertains to the Enterprise Edition only

To view a list of sites that have connected to the Receiving Site, to activate a Sending Site and to generate reports from the Sending Sites:

1. Click **Services** from the main menu and **Sites** from the drop down box



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 search bar and a user status bar indicating 'Site: 44 Murali » User: Administrator » Logout'. The main heading is 'Sites' with a sub-heading: 'Details of Remote PrintSuperVision Sites. To share application data with other sites, add details of those sites here.' Below this, a table lists several sites with columns for Edit, Name, Description, Status, Last Communication, and Printers.

Edit	Name	Description	Status	Last Communication	Printers
Edit	MuraliTest		Inactive		Printers
Edit	19_vista_psv37pe		Inactive		Printers
Edit	19_Windows2000_19		Inactive		Printers
Edit	19_XP64		Inactive		Printers
Edit	19_W2K		Inactive		Printers
Edit	Vista_SP2		Inactive		Printers
Edit	PSV Server 2	2000 Bishops Gate Blvd.	Active	9/23/2009 12:01:24 PM	Printers

A list of Sending Sites is displayed along with the sites' active or inactive status. The Receiving Site has the ability to restrict access to the sending site data by changing the status to Inactive.

1. Click the **Edit link** in the left column of the desired site



The screenshot shows the 'Edit' form for the 'PSV Server 2' site. The form fields are: Id (7), Name (PSV Server 2), Description (2000 Bishops Gate Blvd.), Active (checked), and Last Communication (9/23/2009 12:01:24 PM). A 'Save' button is located at the bottom left of the form.

Id	7
Name	PSV Server 2
Description	2000 Bishops Gate Blvd.
Active	<input checked="" type="checkbox"/>
Last Communication	9/23/2009 12:01:24 PM

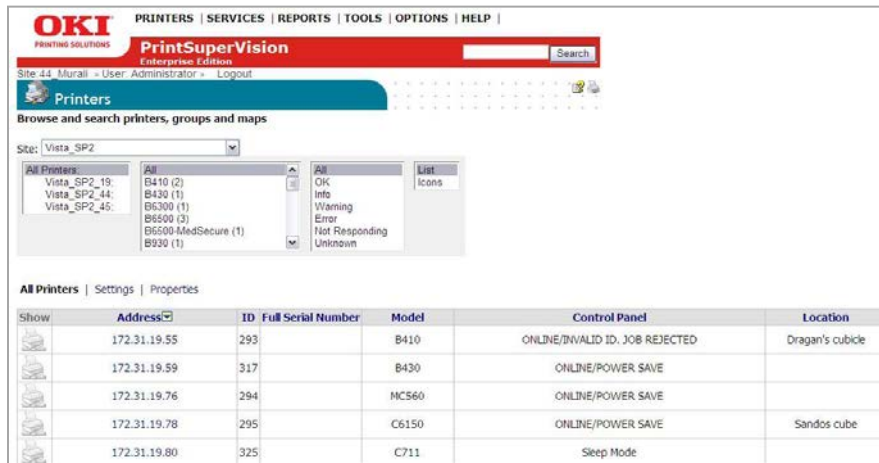
2. Click the **Active** checkbox to gain access to the sending site data
3. (Optional) you can help identify the sending site by describing its location, etc. by entering text into the Description field
4. Click **Save** to save the change

The description of the Site will now appear in the list of Sites shown above.

## Generating Reports from Sending Sites

To access data and run reports from each "Active" sending site:

1. Click **Services** from the main menu and **Sites** from the drop down box
2. Locate the desired Active Sending site and click the **Printers** link



The screenshot shows the OKI PrintSuperVision Enterprise Edition interface. The top navigation bar includes links for PRINTERS, SERVICES, REPORTS, TOOLS, OPTIONS, and HELP. The main content area is titled "Printers" and includes a search bar and a dropdown menu for selecting a site. The selected site is "Vista\_SP2". Below this, there is a list of printers with columns for Address, ID, Full Serial Number, Model, Control Panel, and Location. The table shows five printers with their respective details.

Show	Address	ID	Full Serial Number	Model	Control Panel	Location
	172.31.19.55	293		B410	ONLINE/INVALID ID. JOB REJECTED	Dragan's cubicle
	172.31.19.59	317		B430	ONLINE/POWER SAVE	
	172.31.19.76	294		MCS60	ONLINE/POWER SAVE	
	172.31.19.78	295		C6150	ONLINE/POWER SAVE	Sandos cube
	172.31.19.80	325		C711	Sleep Mode	

You will notice that the site you chose is selected in the drop down box at the top of the screen.

Run any report for the site indicated by selecting **Reports** from the main menu.

Keep in mind the reports will reflect only the data that was last sent to the receiving site.

To generate reports for another sending site, select a different site from the dropdown box and repeat the report generation process.

## **Monitoring Locally Connected Devices**

PSV allows you to monitor Oki devices that are connected to laptops or desktops via USB rather than connected directly to the network.

Local monitoring is achieved by installing the PSV Agent on each client that has a locally connected Oki device. The agent consists of a Windows Service that monitors local print devices connected through USB ports. The PSV Agent periodically collects management data from the device and sends it to a PSV Enterprise server. The agent reports alert conditions, supply levels and page counts just as if the device was directly connected to the network.

The agent supports all popular Windows operating systems including Win XP, Vista, Windows 7, Server 2003, Server 2008 and Server 2008 R2.

### **Installing the PSV Agent: Option 1**

The PSV Agent can be installed individually at each desktop or laptop computer or can be pushed down to each PC using command line installation.

To install the PSV Agent:

1. Copy the PSV Agent file to the system – for example: Oki-PSVAgent-3-1-0-21.exe. If the file name extension is not .exe, change the extension to .exe.
2. Launch the EXE

If PSV Agent is already installed in the system, the installer will upgrade the Agent version keeping the existing configuration parameters.

The Agent is packaged as a self-installing .exe and can be invoked with command line arguments in silent mode for batch installation on large numbers of computers.

The command line options for the Agent installer include:

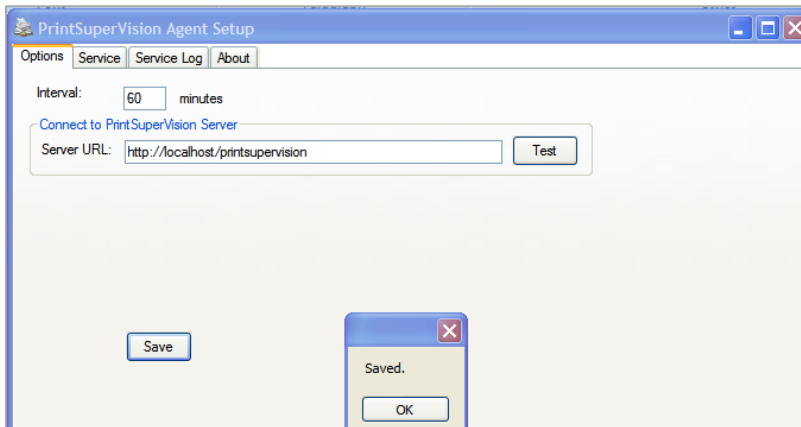
/S	silent mode
/url="http://myserver/psv/"	address of PSV server to send data to <b>(required)</b> (can be https)
/interval=60	number of minutes between sending data to server (optional)

```
C:\PSU>Oki-PSVAgent-3-1-0-21.exe /S /Interval=60 /url="http://172.31.44.79/psv4"
```

## Configuring the PSV Agent

After installation is complete, a setup screen is displayed. Within the Options tab:

1. Select a desired interval in minutes that the agent will contact the PSV server
2. Enter the URL of your PSV Enterprise Server
3. Click **Save**



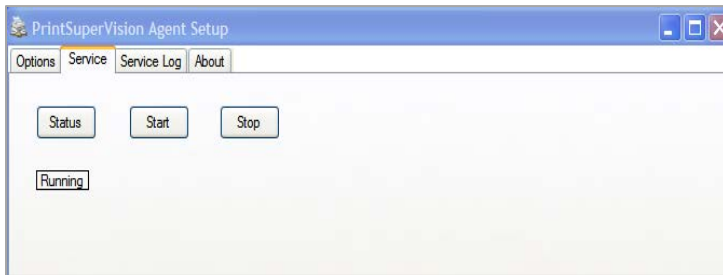
4. You may check the **connection to the server** by clicking on the "Test" button.

Once the Agent is installed, it is mostly invisible on the computer. There is a windows service called "PrintSuperVision Agent" that performs the job of sending updates to PSV server.

After installing the PSV Agent, if the server URL configuration needs to be changed, **you may do so from the command line: run "c:\program files\PrintSuperVision Agent\PSVDA3.exe setup"**.

The Setup can also be launched by selecting "***Start | Programs | PrintSuperVision Agent | PrintSuperVision Agent Setup***".

## PSV Agent Service Tab



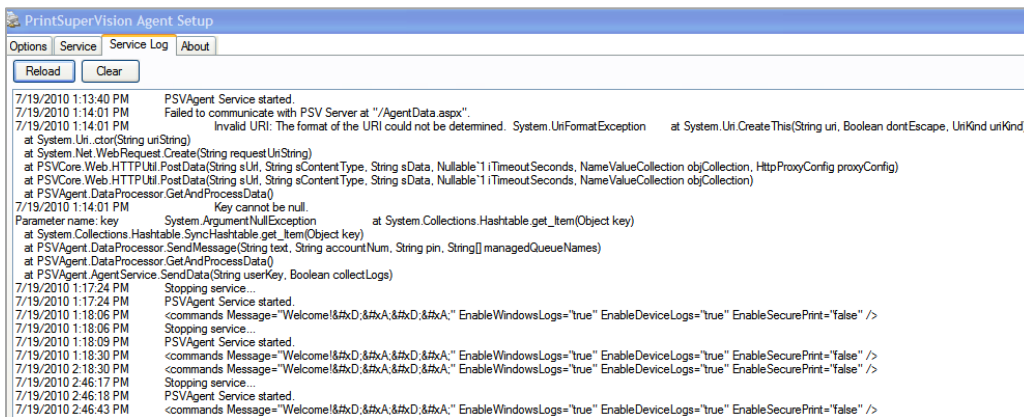
The Service tab is used to check the status of the PSV Agent service to verify that it is running, to start the service or to stop the service.

1. Click the Status button to verify the service is running
2. Click the Start button to start the service
3. Click the Stop button to stop the service from running

## PSV Agent Service Log Tab

The PSV Agent Service Log Tab displays an event log for the PSV Agent service

1. Select the **Reload** button to view the latest logs.



2. Select the **Clear** button to clear the logs.

**Note:** A text file of the log is automatically saved in the folder where the PSV Agent is installed as "AgentLog.txt"



## Installing the PSV Agent Using PSV Director: Option 2

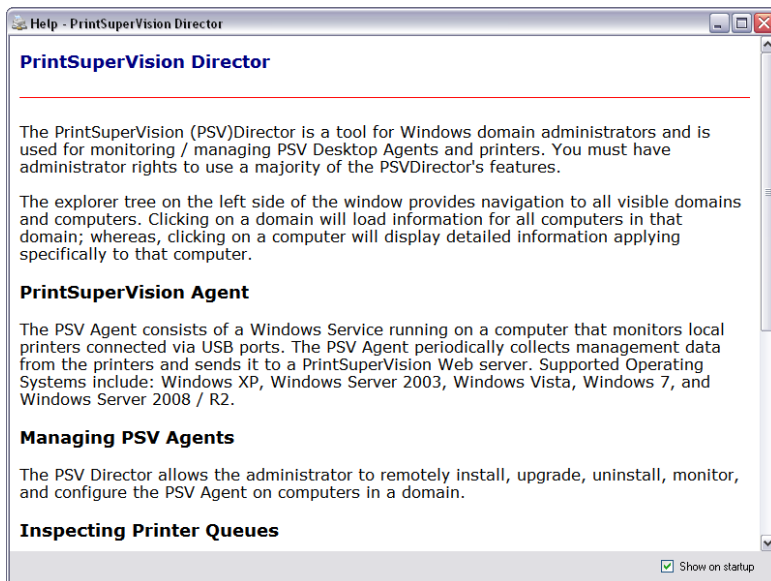
The Agent can also be installed remotely using the **PSV Director** application. PSV Director is a tool for Windows domain administrators that remotely installs, upgrades, uninstalls, monitors, and configures the PSV Desktop Agent on computers within a domain.

The Director can also collect information about printer queues, drivers, and ports on either a single computer or all computers in a domain.

If the PSV Director application was selected for installation when you installed PSV Enterprise, the application will be located in: **Start / All Programs / PrintSuperVision / PrintSuperVision Director.**

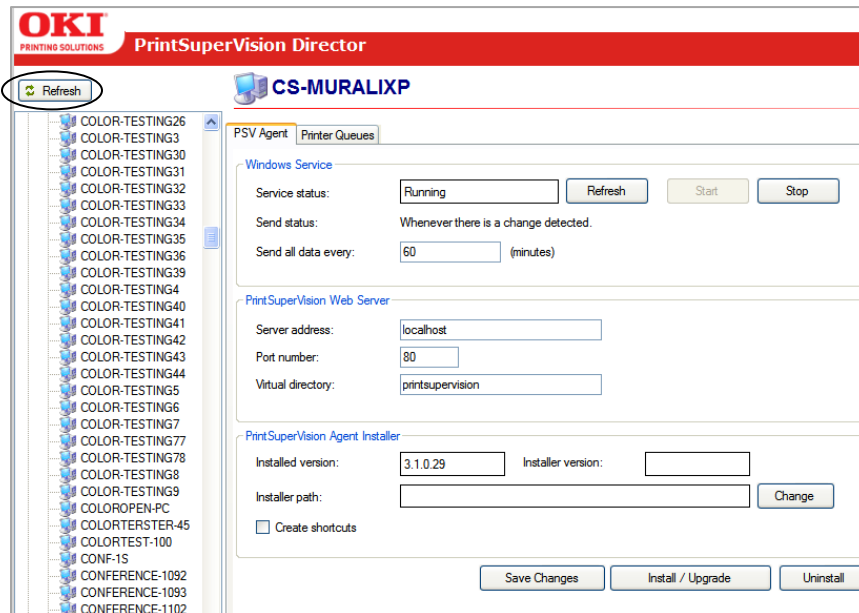
1. Click **PrintSuperVision Director** and open the application

The following help screen appears: Close it if you do not need it.



## Navigating PSV Director

The tree view on the left side of the main window lists all visible domains and computers in the Active Directory. To view an up to date list, click the **Refresh** button, located directly above the tree view. Alternatively, right click a domain and click refresh, to update just the computers within that domain.



### PSV Agent Tab

This tab indicates whether or not the PSV Agent is installed on the currently selected computer. If it is installed, you can check the service status and make configuration changes. Additionally you may install, upgrade, or uninstall the PSV Agent from this tab.

To install the PSV Agent using the Director:

1. Indicate the interval of time that the agent should contact the PSV Server
2. Enter the IP address of the PSV Server that the Agent will contact, along with the appropriate port number and Virtual Directory name
3. Click the **Change** button and browse for the Agent Installer which is an .exe file
4. Click the Install / Upgrade button to install the agent on all selected clients

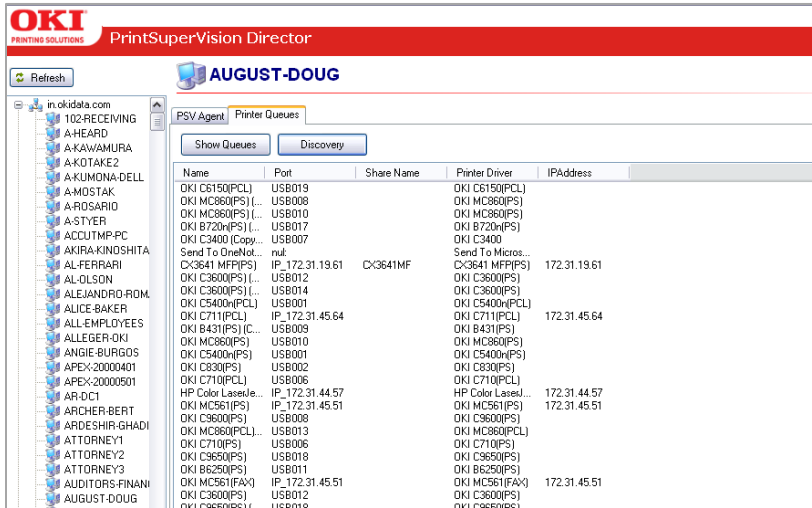
After installing the Desktop agent you can return to the same PSV Director screen to upgrade the Desktop Agent or make any necessary changes.

## The Print Queues Tab

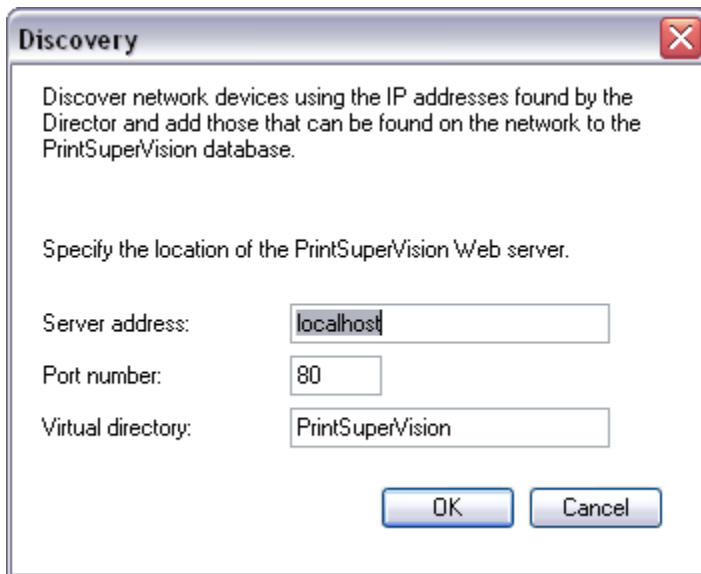
The Print Queues feature in PSV Director is designed to display available print queues from all or individually selected client computers. It also provides an alternative method to discover devices.

Click the **Show Queues** button to refresh the list

Click the **Discovery** button to discover the network printers on this machine. Currently, only HTTP communication is supported for this feature.



To add devices to the PSV database, enter the location of the PSV server, the port number and the virtual directory name:



Click the OK button

PSV Director will communicate with the PSV Server and add newly discovered devices to the PSV discovery database. It will also indicate if a device is already in the database.

**Notes:**

1. The PSV Director relies on a service packaged with Windows, called the "Remote Registry Service". In Windows XP and Windows Server 2003, this service is enabled and started by default.

In Windows Vista, Windows 7, and Windows Server 2008/R2, the service is not started by default. So in order for the PSV Director to be able to access computers running these operating systems, this service must be started on each of the remote computers.

It is recommended that the "Startup Type" for this service be set to "Automatic" on each of the client computers.

2. PSV Director is just one tool that **can be used to "push" the Agents** out to remote clients. If your IT organization uses your own tools to install and update client computers, you can certainly use those tools to install and maintain the PSV Agent as well.
3. The Agent is not included in the PrintSuperVision Enterprise Edition installation package but can be downloaded separately from [www.okidata.com](http://www.okidata.com)

## PSV Assistant

For Parallel Port connected Oki devices you will need to use the PSV Assistant. The Assistant is **not** available as a download from [www.okidata.com](http://www.okidata.com). Please contact Oki Data customer support at 1800-okidata to request the PrintSuperVision Assistant application.

The Assistant is a separate application much like PSV Agent that allows you to view printer attributes and supplies status from locally connected Oki print devices that are not directly connected to the network.

PSV Assistant supports the same Windows operating systems as the PSV Agent: Windows XP, Vista, Windows 7, Server 2003, Server 2008 and 2008 R2.

The Assistant is installed on users' **desktops or laptops and periodically sends** supply-related data such as page counts, toner and drum life status to the PrintSuperVision Enterprise server.

PSV Assistant can be installed individually at each desktop/laptop or can be pushed to each PC by using command line installation. To install PSV Assistant silently, use the syntax listed below.

**Note:** PSV Assistant requires providing the URL of the PSV server as a command line parameter during installation.

```
<assistant.exe> /U=<serverurl>
```

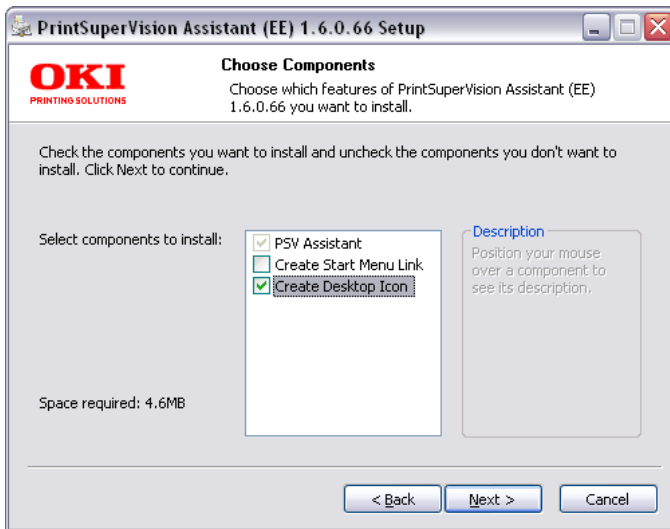
For example:

```
/"          (ex. /U="http://123.45.67.89/PrintSuperVision/")  
/S          Silent install mode  
/N          Do not create shortcuts, including a desktop icon and start menu link  
            (shortcuts are created by default).  
/I          Data collection interval in minutes (default value is 60).
```

An example is:

```
C:\My Documents\PrintSuperVision 3.7>PSUAssistant-EE-1-6-0-66.exe /U="http://localhost/printsupervision/" /N /I=61
```

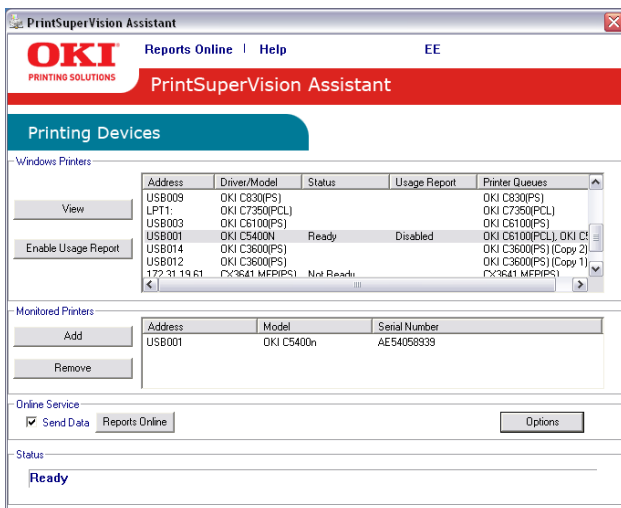
If you are not installing via command line instructions and you are installing locally, please follow these steps:



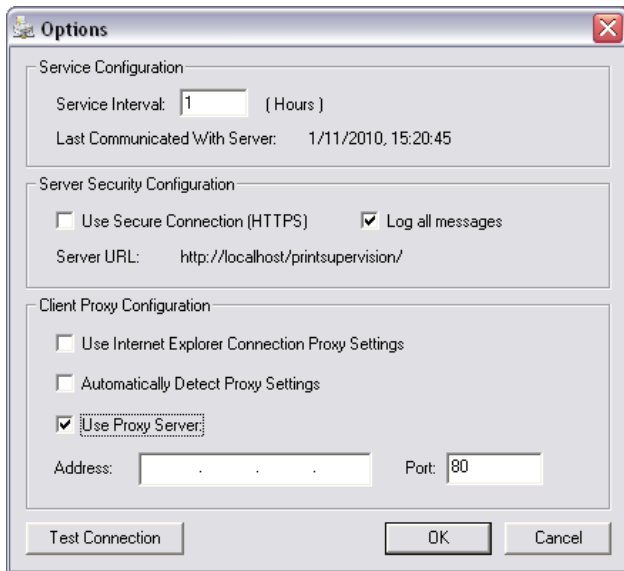
Click **Next** or check the appropriate boxes for available options

After installation is complete, open the PSV Assistant application and highlight the print device that is most often used from the list of available device drivers.

Click **Add** in the Monitored Printers section. Your device will be added (you can remove the device at any time by clicking the Remove button).



Click the **Options** button



1. Select the desired interval level which controls how often PSV Assistant contacts the PSV Server.
2. Set the option to use HTTPS if desired
3. Click the option to log (save) all messages if desired
4. Select the desired client proxy configuration
5. Click **OK**

If you allow your users to access PSV Assistant from their desktops, they can click the **Reports On-Line** button to view supply status, page counts, etc.

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

Supplies	%	% Remaining
<input type="checkbox"/> Cyan Toner (5K)	97	<div style="width: 97%;"></div>
<input type="checkbox"/> Magenta Toner (5K)	56	<div style="width: 56%;"></div>
<input type="checkbox"/> Yellow Toner (5K)	97	<div style="width: 97%;"></div>
<input type="checkbox"/> Black Toner (5K)	75	<div style="width: 75%;"></div>
<input type="checkbox"/> Cyan Toner (3K)	100	<div style="width: 100%;"></div>
<input type="checkbox"/> Magenta Toner (3K)	33	<div style="width: 33%;"></div>
<input type="checkbox"/> Yellow Toner (3K)	100	<div style="width: 100%;"></div>
<input type="checkbox"/> Black Toner (3K)	64	<div style="width: 64%;"></div>
<input checked="" type="checkbox"/> Cyan Drum	7	<div style="width: 7%;"></div>
<input checked="" type="checkbox"/> Magenta Drum	7	<div style="width: 7%;"></div>
<input checked="" type="checkbox"/> Yellow Drum	7	<div style="width: 7%;"></div>
<input checked="" type="checkbox"/> Black Drum	0	<div style="width: 0%;"></div>
<input type="checkbox"/> Belt	70	<div style="width: 70%;"></div>
<input type="checkbox"/> Fuser	78	<div style="width: 78%;"></div>

Model	C5400n
ID	97
Address	august-doug
Desktop Port	USB

**Note:** The PSV Assistant is not distributed via the web. Please contact your Oki representative or 800-okidata to request a copy.

## ***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 to deliver 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 was previously discovered:






1. Select **Printers** from the main menu
2. Click **Printers**, **My printers**, or **Near Me**.

Selecting "Printers" provides a list of all discovered devices. "My printers" displays only the devices that you previously added to the My Printers group.

Selecting "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.

## Quick Search

A new convenience feature added to PSV 3.7 allows quick access to all PSV sites, groups, individual devices and status codes from one main area. You also have the option to select several predefined sets of properties as well as how the information is viewed.

1. Click **Printers** from the main menu and select **Printers** from the drop down box.

The screenshot shows the OKI PrintSuperVision Enterprise Edition interface. At the top, there's a navigation menu with 'PRINTERS' selected. Below the menu, there's a search bar and a 'Printers' section. The 'Printers' section has several filters: 'Site' (Local Site), 'Printer Groups' (All Printers), 'Models' (All), 'Status' (All), 'Properties' (Local), and 'Layout' (List). A table below shows a list of printers with columns for Show, Address, Model, Control Panel, Name, and Location. The first printer is OKI-MC860-EB0EAD with status ONLINE/M TONER LOW. The second printer is name1 with status ONLINE.

Show	Address	Model	Control Panel	Name	Location
	172.31.19.50	MC860	ONLINE/M TONER LOW	OKI-MC860-EB0EAD	Cubicle next to Dragan's
	172.31.19.52	MC560	ONLINE	name1	location1

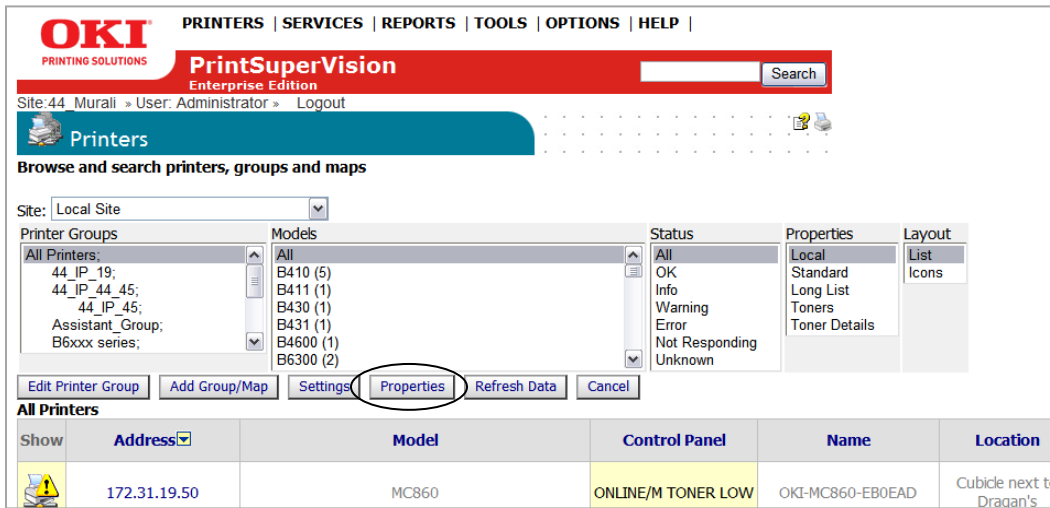
2. Select the appropriate PSV site from the drop down box
3. Click **All Printers** or the appropriate group name. The devices associated with that group are instantly displayed. You may also use the Search option to locate a group.
4. Click **All** to generate a list of all model devices within a group or click on the individual model name to show just that device
5. Click **all** to generate a list of all status codes, or select an individual status code for individual devices that are currently displaying that status code
6. Select the desired set of predefined device **Properties** to display or select Local for only the properties that you have previously indicated
7. Click **List** or **Icons** depending on your viewing preference

**Note:** You may also choose multiple selections at a time by using the standard Windows click sequences (hold down Ctrl key and click).

## Changing the Device Properties Displayed

At any time, you may customize the device properties displayed on the “Printers Page”, with the exception of IP address which is always displayed. To add or subtract properties:

1. Select **Printers** from the main menu and select **Printers** from the drop down menu



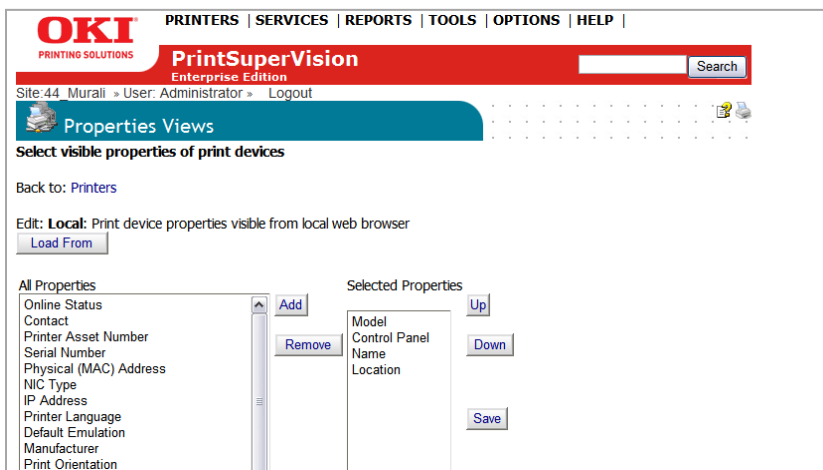
The screenshot shows the OKI PrintSuperVision Enterprise Edition interface. The top navigation bar includes 'PRINTERS | SERVICES | REPORTS | TOOLS | OPTIONS | HELP |'. Below the navigation bar, there is a search box and a 'Search' button. The main content area is titled 'Printers' and includes a 'Browse and search printers, groups and maps' section. A table displays printer groups and models. The 'Properties' button in the navigation bar is circled.

Printer Groups	Models	Status	Properties	Layout
All Printers;	All	All	Local	List
44_IP_19;	B410 (5)	OK	Standard	Icons
44_IP_44_45;	B411 (1)	Info	Long List	
44_IP_45;	B430 (1)	Warning	Toners	
Assistant_Group;	B431 (1)	Error	Toner Details	
B6xxx series;	B4600 (1)	Not Responding		
	B6300 (2)	Unknown		

Buttons: Edit Printer Group, Add Group/Map, Settings, **Properties**, Refresh Data, Cancel

Show	Address	Model	Control Panel	Name	Location
	172.31.19.50	MC860	ONLINE/M TONER LOW	OKI-MC860-EB0EAD	Cubicle next to Dragan's

2. Click the **Properties** button
3. Select the device properties that you wish to display from the “All Properties” list and click **Add**



The screenshot shows the OKI PrintSuperVision Enterprise Edition interface. The top navigation bar includes 'PRINTERS | SERVICES | REPORTS | TOOLS | OPTIONS | HELP |'. Below the navigation bar, there is a search box and a 'Search' button. The main content area is titled 'Properties Views' and includes a 'Select visible properties of print devices' section. A table displays the 'All Properties' list and the 'Selected Properties' list. The 'Add' button is highlighted.

Back to: [Printers](#)

Edit: **Local**: Print device properties visible from local web browser

[Load From](#)

All Properties	Selected Properties
Online Status	Model
Contact	Control Panel
Printer Asset Number	Name
Serial Number	Location
Physical (MAC) Address	
NIC Type	
IP Address	
Printer Language	
Default Emulation	
Manufacturer	
Print Orientation	

Buttons: Add, Remove, Up, Down, Save

4. Reposition the order of the properties according to the viewing order by selecting the property and clicking the Up or Down buttons
5. Click **Save** to save the “Local” set of properties


## Additional Configuration Settings

The **settings** page provides several configuration options explained below:

1. Click **Options** from the main menu and **Settings** from the drop down box
2. Make appropriate settings
3. Click **Save**

Setting	Value	Description
SNMP Get Timeout	2	Maximum time in seconds for which program will wait to get value from any device. (1 - 15)
Status Icon Timeout	5	Printer icon is shown as gray if printer status is not updated within this timeout period in minutes.
Auto Status Refresh	1	Minutes before starting status refresh; 0 means no auto refresh
Auto Set Online	<input checked="" type="checkbox"/>	When status of a printer is OFFLINE, attempt to change to ONLINE.
Refreshed Color	#CCFFFF	Background color of refreshed fields when value has not changed
Changed Color	#FFCCCC	Background color of refreshed fields when value has changed
Include Manufacturers		Comma delimited list of names of manufactures of devices that can be added to database; if empty, all are accepted. If a device is already in the database and it does not match, it will be marked as "Inactive" to be not visible.
Exclude Manufacturers		Used only if "Include Manufacturers" is empty. Comma delimited list of names of manufactures of devices not to be added to database; if empty, all are accepted. If a device is already in the database it will be marked as "Inactive" to be not visible.
Use DNS Addresses	<input type="checkbox"/>	When checked, DNS addresses, when available, will be used to identify devices instead of IP addresses. Changing will convert addresses of all active printers in the database.

**SNMP Get Timeout:** Is the maximum time PSV will wait in seconds to obtain a value (via SNMP) from any device. Select 1 to 15 seconds

**Status Icon Timeout:** The Printer status icon  will be displayed in gray if the device status has not been updated within this timeout period in minutes.

**Auto Status Refresh:** The number of minutes PSV waits before starting a status refresh when viewing a list of devices. 0 = no auto refresh

**Auto Set Online:** Checking this box instructs PSV to try to switch an Oki device from Offline to Online during auto status refresh. This feature is only available for select Oki devices. **Note:** The Oki device has to be set to SNMP v1 to support this feature. The setting is located in the device's web page.

**Refresh Color:** When viewing a list of devices (by clicking Printers from main menu, then Printers from the drop down box), the background color of refreshed fields will be displayed in the color you choose when the value of the field **has not** changed. Set to White if no colors are desired.

**Changed Color:** Sets the background color of refreshed fields when the values of the fields **have** changed. Set to white if no colors are desired.

**Include Manufacturers:** Allows you to include only devices from specific brand names when generating a list of devices or during discovery. In other words, it filters out all devices except from the manufacturers named.

**Exclude Manufacturers:** Allows you to selectively exclude devices based on brand name when generating a list of devices or during discovery.

**Use DNS Addresses:** Identifies devices using DNS addresses, when available, instead of IP addresses. Activating this feature will convert IP addresses to DNS addresses on all active printers in the database.

## Changing Languages

The language selected 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 and **Locale** from the drop down box
2. Click the appropriate radio button
3. Click the **Save** button

Caution: The new language will be displayed as soon as the **Save** button is clicked. Take precautions to know how to get back to your native language if you are unfamiliar with the language just selected.

## Downloading Oki Drivers

For convenience, PSV provides a built in search mechanism for Oki drivers and quick links to download a specific driver right from the PSV application. This feature saves time by eliminating the need to navigate, locate, and download drivers from [www.okidata.com](http://www.okidata.com).

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

To search and download an Oki driver:

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

OKI PRINTING SOLUTIONS **PrintSuperVision** Enterprise Edition

PRINTERS | SERVICES | REPORTS | TOOLS | OPTIONS | HELP

User: Administrator - Logout

Drivers

Online links to matching printer drivers

Model: C710n

Link	Model: C710n	OS: Windows Vista	Language: English	Date: Go
<a href="#">English C710n PCL Driver for Windows XP - Windows Vista - 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 - Windows Vista - 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, C6150dn, 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, C6150dn, C6150hdn, C6150n, C710dn, C710dtn, C710n, C9650dn, C9650hdn, C9650n	Windows XP, Windows Vista, Windows Server 2003, Windows 2000	English (US)	

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

## ***Sending Files / Updating Firmware from PSV***

PrintSuperVision can even send files to an Oki device connected to the network. That includes firmware files that can upgrade your Oki devices (depending on whether the device's firmware is upgradeable).

A single device or groups of devices can be upgraded at one time.

To send a file to an Oki device on your network:

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

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 and a user information bar showing 'Site:44 Murali - User: Administrator - Logout'. The main heading is 'Multi File Printing' with a sub-heading 'Send print files (.prn, .pdf, .txt, .pjl) directly to multiple network printers'. A red circle highlights the 'Upload Print Files' button. Below this is a file upload area with a 'Filename filter:' field and buttons for 'Filter Files', 'Show All Files', and 'Select All Files'. A table lists files with columns for 'Select', 'Filename', 'Size', 'Created', and 'Delete'. One file, 'C610.pdf', is listed with a size of 445292 B and a creation time of 4/23/2010 1:38:33 PM. Below the table is a warning message: 'Warning: Ensure that you use the appropriate printer driver before sending the print-to-file. Incompatible print file may cause printer errors - sometimes even printer lock - or may result in a color file being sent to a mono printer.' Underneath is a 'Printer Group' dropdown menu showing a list of printer groups such as 'All (51 printers)', '44\_IP\_19 (25 printers)', '44\_IP\_44\_45 (16 printers)', '44\_IP\_45 (5 printers)', 'Assistant\_Group (1 printer)', 'B6xxx series (6 printers)', 'IMSS test (1 printer)', 'MC\_Group (2 printers)', 'MC860\_Group (2 printers)', and 'Solutions Marketing, Engineering South Corner (4 printers)'. Below the printer group is a 'Printer Model:' dropdown and a 'Printer CU Version:' dropdown. There is also a checkbox for 'Avoid duplicate sending'. At the bottom, there are 'Include:' and 'Exclude:' text boxes with dropdown menus. The 'Include:' box contains 'Online, Ready, Power Save' and the 'Exclude:' box contains 'Offline, Busy, Printing, Error'. At the very bottom, there are buttons for 'Multi File Printing Log' and 'Next >'.

2. Click **Upload Print Files**
3. Click **Browse** to locate any PDF, PRN, TXT, or PJI file
4. Click the **Upload** button
5. Select the desired "group" or All
6. Select the model of device from the drop down box
7. Select the current level of firmware of the target devices, or if you do not know the firmware level, leave this field blank
8. Check the avoid duplicate sending box if desired

**Note:** during firmware upload and installation the device must not be used by other people and it must be in a Ready state. Therefore by including Online, Ready and Power Save in the Include Field, PSV will check to make sure the device is in one of these states before it uploads and attempts to install the new firmware.

Similarly, PSV checks to make sure the device is not in an Offline, Busy, Printing or Error state when these conditions are included in the Exclude field.

9. Keep the current conditions in the Include and Exclude fields or type in additional conditions to include or exclude.

10. Click **next**

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

**PrintSuperVision** Enterprise Edition [Search]

Site: 44 Murali » User: Administrator » Logout

### Multi File Printing

Send print files (.prn, .pdf, .txt, .pjl) directly to multiple network printers

Print files: **C610.pdf**  
Firmware Upgrade: NO  
Include: Online, Ready, Power Save  
Exclude: Offline, Busy, Printing, Error  
Avoid duplicate sending: YES

Select	Address	Model	Name	Location	Contact	CU Firmware Version	Control Panel
<input checked="" type="checkbox"/>	172.31.44.50	C9650	OKI-C9650-6B5A6B			M1.11	Ready To Print/Tray1 Near End
<input type="checkbox"/>	172.31.45.63	C9650	OKI-C9650-AB547B	Rishabh's cubide	Jesse		

Protocol: P9100

Buffer Size: 10000

Maximum Threads: 5

11. Select the devices to upgrade by checking the Select box

12. Select the protocol to communicate with the device (Port 9100 or LPR)

13. Indicate Buffer size – A higher number will generally increase upload speed

14. Indicate number of threads

15. Click **Send** to upload and install the firmware file

Sending files can also be scheduled when devices are not in use.

1. Click the **Schedule** button to set up a date and time, recurring interval and indicate the recipient of the confirming email.

2. Click **Save**

# 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 and **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 search criteria form includes: User: Douglas August; Printer: All Printers; Supplies: All Supplies; Date from: 2/4/2009; Comment: Oki C710 printer serviced in Marketing Dept today; Sort: Date (selected). A "List" button is present. Below the form, it states "No comments found for the specified criteria." and provides "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.

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



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

**PrintSuperVision** Enterprise Edition  Search

User: Administrator » Logout

**Add Supplies**

**Add an inventory item**

Name:

Model:

SKU:

Type:

Units in Stock:

Price / Unit:

3. 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.
4. Click **Save**

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

**PrintSuperVision** Enterprise Edition  Search

User: Administrator » Logout

**Supplies**

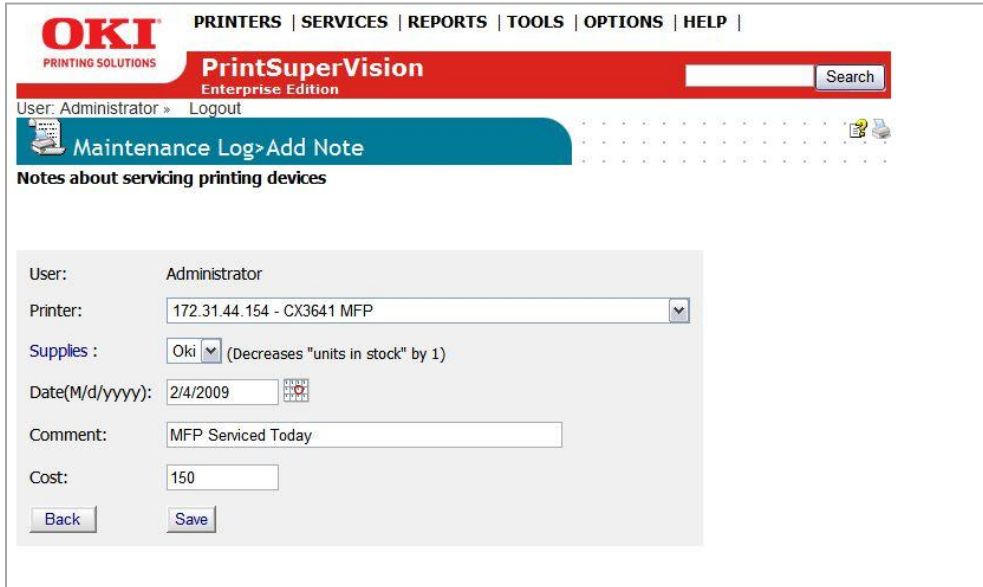
**Your inventory of toner, drums, roller, etc.**

Edit	Name	Model	SKU	Type	Units in Stock	Price / Unit
	HP	CM4730MFP	123678912	1469	1	300
	Okī	CX3641MFP	123456789	1400	3	150
	Okī	CX3641MFP	234567890	1401	3	150
	Okī	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:

1. Click the **Maintenance Log** button and you will return to the main Maintenance Log screen.
2. Click the **Add Note** Button.



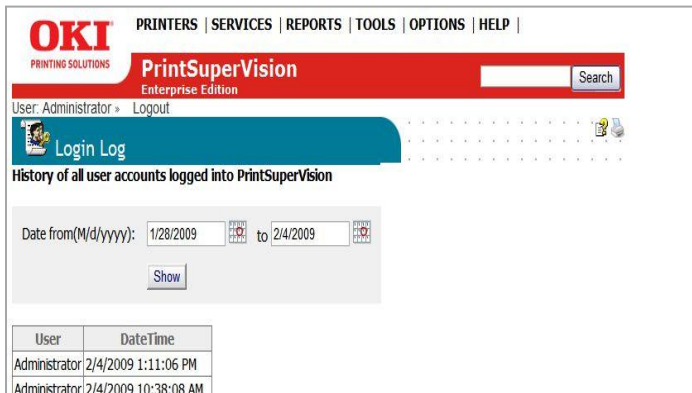
The screenshot displays the OKI PrintSuperVision Enterprise Edition web interface. At the top, there is a navigation menu with links for PRINTERS, SERVICES, REPORTS, TOOLS, OPTIONS, and HELP. Below this is a red header bar with the OKI logo and the text 'PrintSuperVision Enterprise Edition'. A search bar is located on the right side of the header. The user is identified as 'Administrator' with a 'Logout' link. The main content area is titled 'Maintenance Log > Add Note' and includes a sub-heading 'Notes about servicing printing devices'. The form contains the following fields: 'User' (Administrator), 'Printer' (172.31.44.154 - CX3641 MFP), 'Supplies' (Okī, with a note '(Decreases "units in stock" by 1)'), '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.

3. Select the appropriate device from the drop down list
4. Enter the date the service occurred, add optional comments
5. Enter the cost of the service
6. Click **Save** and a record of the service call is saved.

## Creating a Log-in Log

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

1. Select **Options** from the main menu and **Login Log** from the drop down box.



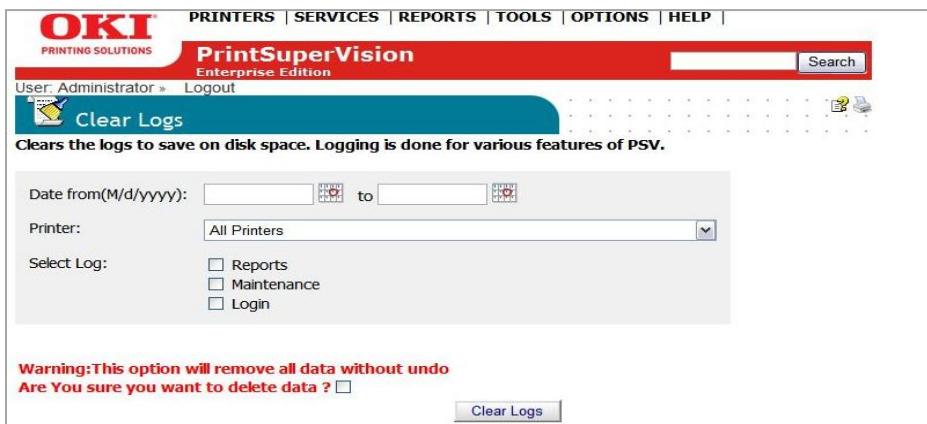
User	DateTime
Administrator	2/4/2009 1:11:06 PM
Administrator	2/4/2009 10:38:08 AM

2. 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.

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

2. Enter the date range
3. Choose a specific device (or all devices)
4. Indicate the type of log to delete.
5. Click the "Are you sure you want to delete data" warning check box
6. Click the **Clear Logs** button to permanently delete

## **Public Web Services**

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

1. Select **Services** from the main menu and **Public Web Services** from the drop down box.

Six samples test applications are provided and explained below:

- 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