4343-PS232-15

## **Print Status Notifier**

# **User's Guide**

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## About this Product

Print Status Notifier is a program that is located on the taskbar and that notifies the user of the job status (job information) by monitoring the jobs, such as print and fax jobs that are executed from a device (printer or MFP).

With Print Status Notifier, not only can you monitor the jobs (PC Jobs) that are executed from a computer, but you can also monitor the jobs (Device Jobs) that are executed from the operation panel on the device.

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#### **Dialog boxes**

The dialog boxes that appear in this document may differ from those that appear on your PC, depending on the installed devices, specified settings, and PC that you are using.



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The content of this document is subject to change without notice.

## 1 Introduction

## **1.1** Operating environment

The operating environment of Print Status Notifier is described below.

| Supported operating system | <ul> <li>Windows Vista Home Basic (SP2 or later)*</li> <li>Windows Vista Home Premium (SP2 or later)*</li> <li>Windows Vista Business (SP2 or later)*</li> <li>Windows Vista Enterprise (SP2 or later)*</li> <li>Windows Vista Ultimate (SP2 or later)*</li> <li>Windows Server 2008 Standard (SP2 or later)*</li> <li>Windows Server 2008 Enterprise (SP2 or later)*</li> <li>Windows 7 Home Basic (SP1 or later)</li> <li>Windows 7 Professional (SP1 or later)*</li> <li>Windows 7 Enterprise (SP1 or later)*</li> <li>Windows 7 Enterprise (SP1 or later)*</li> <li>Windows 8.1 Pro*</li> <li>Windows 8.1 Pro*</li> <li>Windows Server 2008 R2 Enterprise (SP1 or later)</li> <li>Windows Server 2008 R2 Standard (SP1 or later)</li> <li>Windows Server 2012 R2 Standard</li> <li>Windows 10 Home*</li> <li>Windows 10 Pro*</li> <li>Windows 10 Enterprise*</li> <li>Windows 10 Enterprise*</li> <li>Windows 10 Enterprise*</li> <li>Windows 10 Education*</li> <li>* 32-bit (x86) and 64-bit (x64) editions are supported.</li> </ul> |
|----------------------------|---|
| Used protocol              | TCP/IP     HTTP     HTTPS     SNMP v1   |

| Others | Microsoft .NET Framework: Both of the following versions are re-  |
|--------|---|
|        | INET Framework 3.5 (SP1 or later)   |
|        | .NET Framework 4.5 or later   |
|        | * If you are using Windows 8.1, Windows 10, Windows Server 2012   |
|        | or Windows Server 2012 R2, install .NET Framework 3.5 separately  |
|        | with the following procedures.  |
|        | • For Windows 8.1/Windows 10  |
|        | 1. Open [Control Panel], and then click [Programs] - [Programs and<br>Features] - ITurn Windows features on or offl |
|        | 2 Select the [NET Framework 3.5 (includes NET 2.0 and 3.0)] check   |
|        | box, and click [OK].  |
|        | 3. Complete the installation according to the instructions shown.   |
|        |   |
|        | For Windows Server 2012/Windows Server 2012 R2  |
|        | 1. Click [Add roles and features] from "Dashboard" in "Server Man-  |
|        | ager" to start "Add Roles and Features Wizard".   |
|        | 2. In the "Before you begin" page, click [Next].  |
|        | 3. In the "Select installation type" page, select "Role-based or rea-   |
|        | ture-based Installation, and click [Next].  |
|        | lation, and click [Next].   |
|        | <ol><li>In the "Select server roles" page, click [Next].</li></ol>  |
|        | 6. In the "Select features" page, select the [.NET Framework 3.5 Features] check box, and click [Next].             |
|        | 7. In the "Confirm installation selections" page, select the [Restart   |
|        | the destination server automatically if required] check box, and click  |
|        | [Install].  |
|        | 8. After installation is completed, the server restarts automatically.  |
|        | The following settings must be enabled on a device with the   |
|        | OpenAPI settings.   |
|        | OpenAPI settings  |
|        | http server settings  |

Refer to the Readme file for the latest information about the operating environment.

## 1.2 Main functions

The main functions of Print Status Notifier are described below.

- Notifies the job information.
  - If a job such as a print job is monitored and there is a change in the status of that job, the job information is notified to Print Status Notifier. The two types of jobs that can be monitored are described below.
- PC Jobs
   Jobs output by instructions executed from a computer
- Device Jobs

Jobs output by instructions executed on the operation panel of the device

- Displays the job history. The history of the job being monitored can be checked.
- Resumes the job monitor automatically. If Print Status Notifier is quit while a job is being monitored, the monitored job that was terminated is automatically resumed when Print Status Notifier is restarted.
- Displays the device status. The status of the device registered in Print Status Notifier can be checked.
- Link to Web Connection The Web page (Web Connection) that is embedded into the device can be displayed.
- Deletes jobs.

Jobs that are being performed by monitored devices can be deleted. (only with devices compatible with the function for deleting jobs)



## 2.1 Installation

Install Print Status Notifier on your computer.

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#### Note

The authorization of the Windows administrator is required to install Print Status Notifier. Be sure to quit all the programs (including virus check programs) that are running.

#### Installation procedure

- 1 Double-click Setup.exe to start the installation program.
- 2 Follow the on-screen instructions to install.

## 2.2 Uninstallation

#### **Uninstallation procedure**

If Print Status Notifier is no longer going to be used, uninstall Print Status Notifier from your computer.

- 1 Quit the Print Status Notifier program.
  - For quitting the program, refer to "To quit" on page 3-1.
- 2 Double-click Add or Remove Programs to uninstall the program.



## 3.1 Starting and quiting Print Status Notifier

## 3.1.1 To start

Select Print Status Notifier from the Start menu.

## 3.1.2 To quit

To quit monitoring jobs, follow the procedure described below to quit the Print Status Notifier program.

#### **Operating procedure**

1 Right-click the Print Status Notifier icon on the taskbar.



A menu appears.

2 Select Exit.

| <u>J</u> ob Information<br>Job <u>L</u> ist         |   |
|---|---|
| Manual Job Monitoring Registration                  |   |
| <u>D</u> evice Status<br>Link to Device Information | • |
| <u>S</u> etting                                     |   |
| <u>A</u> bout Print Status Notifier<br><u>H</u> elp |   |
| E <u>x</u> it                                       |   |

This quits the Print Status Notifier program.

## 3.2 About the menu

By right-clicking the Print Status Notifier icon on the taskbar, a menu appears.



| Menu                               | Description   |
|------------------------------------|---|
| Job Information                    | Displays the Job Information dialog box, and the job in-<br>formation (job status and job type) can be checked.<br>→ Refer to "Checking the job information" on<br>page 3-22.   |
| Job List                           | Displays the Job List dialog box so that jobs being per-<br>formed by monitored devices and job logs can be<br>viewed.  |
| Manual Job Monitoring Registration | Displays the dialog box for starting the monitoring of a job manually, and the Device Job to be monitored can be specified.<br>→ Refer to "Starting the monitor" on page 3-30.  |
| Device Status                      | Displays the Device Status dialog box, and the condi-<br>tion of the device can be checked.<br>→ Refer to "Checking the device status" on page 3-28.  |
| Link to Device Information         | Displays the name of the registered device.<br>When selected, displays the Web page that is stored in<br>the selected device, and the detailed information of the<br>device can be checked.<br>→ Refer to "Displaying Web Connection" on page 3-32. |
| Setting                            | Displays the Settings dialog box, and a device can be<br>added or deleted and the notification method can be<br>specified.<br>→ Refer to "Setting method" on page 3-7.  |
| About Print Status Notifier        | Displays the Version Information dialog box.  |
| Help                               | Displays the online Help.   |
| Exit                               | Quits Print Status Notifier.<br>→ Refer to "To quit" on page 3-1.   |

Print Status Notifier



This section describes how the job information is notified to the user.

With PC jobs, the flow of job information notification differs depending on the whether or not the device is compatible with OpenAPI. Separate descriptions are provided for devices compatible with OpenAPI and for devices incompatible with OpenAPI.

 $\rightarrow$  For specifying the User Authentication settings on a device, refer to the user's guide of the device.

## 3.3.1 PC jobs



#### Flow of job information notification

- 1 The user executes a job such as a print job from a computer.
- 2 The job is sent to the device by the printer driver.
- **3** The job is monitored by the Print Status Notifier.
- 4 The job is executed by the device.
- 5 When the status of the monitored job changes, pop-up messages appear so that the user can view the job information.

## 3.3.2 Device Job (when User Authentication is enabled)

If User Authentication is enabled on a device, the information of the job executed from the operation panel of the device is automatically notified to Print Status Notifier.

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#### Note

The job information of a job that was executed by a public user is not automatically notified. The jobs must be monitored manually. → For information on public users, refer to the user's guide of the device.



#### Flow of job information notification

- 1 The user starts Print Status Notifier.
- 2 The notification destination for notifying the job information is registered in the device by Print Status Notifier.
- **3** The user executes a job after logging in (User Authentication) on the operation panel of the device.
- 4 The job number of the job that was executed is notified to the registered notification destination.
- 5 The job is monitored by the Print Status Notifier.
- 6 The job is executed by the device.
- 7 When the status of the monitored job changes, pop-up messages appear so that the user can view the job information.

## 3.3.3 Device Jobs (when User Authentication is disabled)

If User Authentication is disabled on a device, the jobs must be monitored manually.



#### Flow of job information notification

- 1 The user executes a job on the operation panel of the device.
- 2 The job number of the job that was executed is displayed on the operation panel.
- **3** The user memorizes or notes the displayed job number and then returns to computer on which Print Status Notifier is installed.
- 4 From the job number that was noted, the user begins monitoring the job manually.
- 5 The job is monitored by the Print Status Notifier.
- 6 The job is executed by the device.
- 7 When the status of the monitored job changes, pop-up messages appear so that the user can view the job information.

## 3.4 Setting flow

To notify the user of the job information, the settings described below are required.

#### **Operating procedure**

- 1 Check that the device to be monitored is registered.
  - If it is not yet registered, register the device to be monitored.
     → Refer to "Registering devices to be monitored" on page 3-11.
- 2 Specify the method for job information notification.
  - → Refer to "Specifying the notification method" on page 3-20.



#### Note

If user authentication is enabled on the device, the authentication settings for logging in to the device must be specified. → Refer to "Specifying authentication settings" on page 3-16.

## 3.5 Setting method

## 3.5.1 About the Settings dialog box

Right-click the Print Status Notifier icon on the taskbar, and then select **Setting** from the menu that appears. The Settings dialog box appears.

| <u>J</u> ob Information<br>Job <u>L</u> ist           |
|---|
| Manual Job Monitoring Registration                    |
| <u>D</u> evice Status<br>Link to Device Information ► |
| <u>S</u> etting                                       |
| <u>A</u> bout Print Status Notifier<br><u>H</u> elp   |
| E <u>x</u> it   |



| No | Name                        | Description  |
|----|-----------------------------|--|
| 1  | Monitored Device<br>Setting | Select to display on the right side of the dialog box the list of devices specified to be monitored.<br>Devices registered to be monitored can be checked and monitored devices can be added or removed.<br>→ Refer to "Monitored Device Setting page" on page 3-8<br>Right-click to display a menu for registering or removing devices to be monitored. |
| 2  | Registered devices          | Displays the devices specified to be monitored.<br>Select a device to display detailed information about it.<br>→ Refer to "Page of registered device details" on page 3-9   |
| 3  | Notification Setting        | Select to display the settings for job information notification on<br>the right side of the dialog box.<br>→ Refer to "Notify Setting page" on page 3-10   |

| No | Name            | Description   |
|----|-----------------|---|
| 4  | Settings page   | Displays the settings for the item selected on the left side of the dialog box. |
| 5  | [Help] button   | Click to display the online Help.   |
| 6  | [OK] button     | Click to apply the changed settings and close the Settings dialog box.          |
| 7  | [Cancel] button | Click to cancel the changes to the settings and close the dialog box.           |

## Monitored Device Setting page



| No   | Name   | Description   |
|--|--|---|
| 1 Monitored Device List Displays the list of devices specified to be |  | Displays the list of devices specified to be monitored.   |
| Device Name Displays the device na                                   |  | Displays the device name.   |
|  | Printer Name                                 | Displays the printer name (registered with the operating system) for the device.  |
|  | IP Address/Host<br>Name                      | Displays the IP address or host name of the device.   |
|  | Job Delete                                   | Displays <b>Support</b> if the device supports the function for deleting jobs.  |
|  | Monitor the jobs exe-<br>cuted by the device | Displays <b>Support</b> if the device supports the device job notifica-<br>tion function.   |
| 2  | [Register Monitored<br>Device] button        | Click to start the wizard for registering a device to be monitored.<br>→ Refer to "Registration procedure using the Monitored Device<br>Registration Wizard" on page 3-11 |
| 3  | [Remove Monitored<br>Device] button          | Click to remove the device from the monitored device list.  |

## Page of registered device details

| 🧼 Print Status Notifier - Settings |  |                                       |   |
|------------------------------------|--|---------------------------------------|---|
|                                    | MFP<br>Device Name:<br>Printer Name:<br>IP Address/Host Name:<br>Job Delete:<br>Monitor the jobs executed by th<br>Comment:<br>I♥ Monitor the jobs executed by | MFP<br>MFP<br>10.123.40.<br>e device: | 26<br>Support<br>Support<br>(copy, fax, etc.)<br>Authentication Setting |
| Help                               |  |                                       | OK Cancel   |

| Name  | Description   |  |  |
|---|---|--|--|
| Device Name   | Displays the device name.   |  |  |
| Printer Name  | Displays the printer name (registered with the operating system)<br>for the device.<br>→ Refer to "Registering devices to be monitored" on page 3-11  |  |  |
| Model Name  | Displays the model name for the device.   |  |  |
| IP Address/Host Name  | Displays the IP address or host name of the device.   |  |  |
| Job Delete  | Displays <b>Support</b> if the device enables jobs to be deleted from the application.  |  |  |
| Monitor the jobs executed by the device                                     | Displays <b>Support</b> if the device enables jobs performed by the device to be monitored.   |  |  |
| Comment   | Comments can be specified.  |  |  |
| [Monitor the jobs executed<br>by the device (copy, fax,<br>etc.)] check box | Select to send notifications of job performed by the device.<br>Appears only for devices that support the device job notification<br>function.  |  |  |
| [Authentication Setting] but-<br>ton  | Click to display the Authentication Settings dialog box so that<br>user authentication, account track and OpenAPI settings can be<br>specified.<br>Appears only for devices where authentication information is<br>necessary. |  |  |

#### Notify Setting page

| 🥩 Print Status Notifier - Settings |   |                     |
|------------------------------------|---|---------------------|
| E                                  | Notification Setting<br>How to Notify<br>Set up how to notify.<br>Notify me by popup Job Information<br>Notify me by changing the icon on the<br>Play a sound<br>How to display the Job Information<br>Set up how to display the Job Information on | task tray<br>Browse |
| Help                               | 0   | K Cancel            |

From the Notify Setting page, specify the method used by the device to send job information notifications.

For details, refer to "Specifying the notification method" on page 3-20.

## 3.5.2 Registering devices to be monitored

In order for the user to be notified of device job information, the device to be monitored must be registered in the monitored device list.

The following procedure describes how to start the Monitored Device Registration Wizard and register a device.

#### Registration procedure using the Monitored Device Registration Wizard

- 1 In the Monitored Device Setting page, click the [Register Monitored Device] button.
  - For details on displaying the Monitored Device Setting page, refer to "About the Settings dialog box" on page 3-7.

| 💷 Print Status Notifier - Settings |   |            |
|------------------------------------|---|------------|
| C Monitored Device Settine         | Monitored Device Setting<br>Monitored Device List<br>Device Name Printer_ IP Address/Hos Job Delete | Monitor th |
|                                    | Register Monitored Device Remove Monitor  | ed Device  |
| Help                               | ОК  | Cancel     |

The Monitored Device Registration Wizard starts up.

| Moni | itored Device Registration  | Wizard   |   |
|------|---|--|---|
| Mo   | nitored Printer Selection   |  |   |
|      | Select a printer to be monitore   | d.   |   |
|      | The supported printers which H<br>and the printers which have be<br>are displayed on the list.<br>If there is no printer which you m<br>button. | nave been installed on your en<br>registered on the Generic (<br>onitor, select nothing and click th | vironment,<br>Direct Print<br>ne "Next" |
|      | Printer Name  | IP Address/Host Name   |   |
|      | MFP 6           MFP 4           MFP 3           MFP 1           MFP 1           MFP 1   | 101284107<br>101284107<br>1501619133<br>1501740142<br>1501619104<br>15012619104<br>1012840126        |   |
|      |   | < Back Next.>  | Cancel                                  |

- 2 Select the printer to be monitored.
  - The printers that can be monitored appear in the list. If the printer to be monitored does not appear in the list, click the [Next] button without selecting a device. If no device is selected, only jobs that were performed on the device are monitored.
- 3 Click the [Next] button.

The following page appears.

| Monitored Device Regis  | tration Wizard           |                |        |
|-------------------------|--------------------------|----------------|--------|
| Confirmation of IP Add  | ress/Host Name           |                |        |
| Check the IP address    | /host name.              |                |        |
| Check the IP address/ho | ist name of the device.  |                |        |
| Printer Name:           | MFP                      |                |        |
| IP Address/Host Name:   | 10.128.40.126            |                |        |
|                         | Example: 255.255.255.255 |                |        |
|                         |                          |                |        |
|                         |                          |                |        |
|                         |                          |                |        |
|                         |                          |                |        |
|                         |                          |                |        |
|                         | < Back                   | <u>N</u> ext > | Cancel |

4 Type in the IP address or host name of the device, and then click the [Next] button.

The following page appears, and the wizard starts to establish a connection with the device.

| Monitored Device Registration Wizard |
|--------------------------------------|
| Confirmation of Device               |
| Checking the device                  |
| Connecting.                          |
| < Back Next > Cancel                 |

When a connection with the device is confirmed, the following page appears. This page appears only for devices where authentication information must be specified.

| Set up the authentication in | nformation for connecting to the device. |
|------------------------------|--|
| User Authentication          |  |
| Public User                  |  |
| C Registered User            |  |
| User Name:                   |  |
| Password:                    |  |
| Domain Name:                 | <b></b>                                  |
| Account Track                |  |
| Department Name:             |  |
| Password:                    |  |
| Save the authentication      | n information                            |
| Save the authentication      | n information                            |

- 5 Specify the authentication information for connecting to the device, and then click the [Next] button.
  - For details on user authentication and account track settings, refer to "Specifying authentication settings" on page 3-16.

The following page appears.

| Monitored Device Registra | ation Wizard                         |
|---------------------------|--------------------------------------|
| Device Name               |                                      |
| Assign a name to this d   | levice.                              |
| Enter the device nam      | ie.                                  |
| Device Name:              | MFP                                  |
|                           |                                      |
|                           |                                      |
|                           |                                      |
|                           |                                      |
|                           |                                      |
|                           |                                      |
|                           |                                      |
|                           | < <u>B</u> ack <u>N</u> ext > Cancel |

6 Specify the registration name for the device, and then click the [Next] button.

ed Device R Confirmation of Setting Information Check the setting information. Check the setting information. MEP Device Name: Printer Name MEP Model Name: MEP IP Address/Host Name: 10.128.40.126 Job Delete: Support Monitor the jobs executed by the device: Support You can set up the additional descriptions about the device. (You can also set up after the registration.) Comment: < Back <u>N</u>ext > Cancel

- 7 Check the device information to be registered, and then click the []
  - Check the device information to be registered, and then click the [Next] button.
    - Additional information for the device can be entered.
    - The following page appears.

The following page appears.

| Monitored Device Registrati   | ion Wizard   |   |
|---|--|---|
| Completion of Monitored De  | wice Registration  |   |
| Monitored device registrati   | on has been complet  | ed.   |
| Device registration   | has been comple  | ted   |
| Device Name:  | MFP  |   |
| Printer Name:   | MFP  |   |
| Model Name:   | MFP  |   |
| IP Address/Host Name:   | 10.128.40.126  |   |
| Job Delete:   |  | Support   |
| Monitor the jobs executed b   | by the device:   | Support   |
| Monitor the jobs exec<br>User authentications<br>need to register a job<br>Help for the manual re | uted by the device (o<br>disabled. Or in the ca<br>to be monitored manu<br>gistration procedure. | opy, fax, etc.)<br>see of Public user, you<br>ally. Please refer to the |
|   | < <u>B</u> ack   | Completed Cancel  |

- 8 Click the [Completed] button.
  - To enable notification of device jobs, select the "Monitor the jobs executed by the device (copy, fax, etc.)" check box.

The Register Monitored Device Wizard is closed.

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## 3.5.3 Removing monitored devices

The monitoring of a device can be canceled.

## **Operating procedure**

- 1 In the Monitored Device Setting page, select the device to be removed.
  - For details on displaying the Monitored Device Setting page, refer to "About the Settings dialog box" on page 3-7.

| 🔎 Print Status Notifier - Settings                                |                              |                                 |                |               |            |
|---|------------------------------|---------------------------------|----------------|---------------|------------|
| Monitored Device Setting     MFP     MFP     Notification Setting | Monitored<br>Monitored Devic | Device Set<br><sub>e List</sub> | ting           |               |            |
|   | Device Name                  | Printer                         | IP Address/Hos | Job Delete    | Monitor th |
|   | MEP                          | MEP                             | 10.128.40.126  | Support       | Support    |
|   | <                            | Register Moni                   | tored Device   | Remove Monito | red Device |
| Help  |                              |                                 | ОК             |               | Cancel     |

2 Click the [Remove Monitored Device] button.

A confirmation message appears, asking whether or not to remove the device.

3 Click the [Yes] button.

The selected device is removed.

## 3.5.4 Specifying authentication settings

If User Authentication is enabled on the device that is to be monitored, the authentication settings for logging in to the device must be specified.

Since the necessary authentication settings are normally specified when a device to be monitored is registered, it is not necessary to change the authentication settings. Change the authentication settings only if changes to the settings are required after the device to be monitored is registered.

## Operating procedure

- 1 Display the Settings dialog box.
  - For displaying the Settings dialog box, refer to "About the Settings dialog box" on page 3-7.

| 🧶 Print Status Notifier - Settings                                |                                 |                            |                |               |            |
|---|---------------------------------|----------------------------|----------------|---------------|------------|
| Monitored Device Setting     MFP     MFP     Notification Setting | Monitored D<br>Monitored Device | e <b>vice Se</b> t<br>List | tting          |               |            |
|   | Device Name                     | Printer                    | IP Address/Hos | Job Delete    | Monitor th |
|   | MFP                             | MFP                        | 10.128.40.126  | Support       | Support    |
|   | <                               |                            |                |               |            |
|   | F                               | Register Moni              | itored Device  | Remove Monito | red Device |
| Help  |                                 |                            | ок             |               | Cancel     |

2 Select the device to be specified.

| 🕬 Print Status Notifier - Settings |  |  |
|------------------------------------|--|--|
| P                                  | MFP<br>Device Name:<br>Printer Name:<br>IP Address/Host Name:<br>Job Delete:<br>Monitor the jobs executed by th<br>Comment:<br>IF Monitor the jobs executed by | MFP<br>MFP<br>ID12840126<br>Support<br>e device: Support<br>y the device (copy, fax, etc.)<br>Authentication Setting |
| Help                               |  | OK Cancel  |

**3** Click the [Authentication Setting] button.

The Authentication Setting dialog box appears.

| 🕸 Authentication Setting 🛛 🚺  |
|---|
| User Authentication/Account Track OpenAPI Authentication  |
| User Authentication   |
| Public User   |
| C Registered User   |
| User Name:  |
| Password:   |
| Domain Name:  |
| Account Track   |
| Department Name:  |
| Password:   |
| Save the authentication information<br>Notice: When the authentication information is not saved, the authentication<br>information is abandoned at the time of application exit. The authentication<br>information is requested when the application is started next time |
| Help OK Cancel  |

- 4 Click the User Authentication/Account Track tab.
- 5 Specify the user authentication settings. Select the "User Authentication" check box, and then type in the user name and password.

| 🚳 Authentication Setting  |                         |        |  |  |  |  |  |
|---|-------------------------|--------|--|--|--|--|--|
| User Authentication/Account Track   | OpenAPI Authentic       | ation  |  |  |  |  |  |
| User Authentication   |                         |        |  |  |  |  |  |
| C Public User   |                         |        |  |  |  |  |  |
| Registered User   |                         |        |  |  |  |  |  |
| User Name: u  | ser1                    |        |  |  |  |  |  |
| Password:   | *****                   |        |  |  |  |  |  |
| Domain Name:  | Domain Name:            |        |  |  |  |  |  |
| Account Track   |                         |        |  |  |  |  |  |
| Department Name:  |                         |        |  |  |  |  |  |
| Password:   |                         |        |  |  |  |  |  |
|   |                         |        |  |  |  |  |  |
| Save the authentication informatio  | n                       |        |  |  |  |  |  |
| Notice: When the authentication information is not saved, the authentication<br>information is abandoned at the time of application exit. The authentication<br>information is reacted when the period is a state and must know the same trans- |                         |        |  |  |  |  |  |
| information is requested when the app   | mulation is started hex | a une  |  |  |  |  |  |
| Help  | ОК                      | Cancel |  |  |  |  |  |

 To set the device so that an external server is used for authentication, select the external server to be used for authentication from the "Domain Name" list. 6 Specify the account track settings. Select the "Account Track" check box, and then type in the account name and password.

| Authentication Setting   |                   | X      |  |  |  |  |
|--|-------------------|--------|--|--|--|--|
| User Authentication/Account Track  | OpenAPI Authentic | ation  |  |  |  |  |
| User Authentication  |                   |        |  |  |  |  |
| C Public User  |                   |        |  |  |  |  |
| Registered User  |                   |        |  |  |  |  |
| User Name:   | iser1             |        |  |  |  |  |
| Password:  | *****             |        |  |  |  |  |
| Domain Name:   | Domain Name:      |        |  |  |  |  |
| Account Track  |                   |        |  |  |  |  |
| Department Name: writer  | s                 |        |  |  |  |  |
| Password:  | ****              |        |  |  |  |  |
|  |                   |        |  |  |  |  |
| Save the authentication information  | n                 |        |  |  |  |  |
| Notice: When the authentication information is not saved, the authentication<br>information is abandoned at the time of application exit. The authentication |                   |        |  |  |  |  |
| information is requested when the application is started next time   |                   |        |  |  |  |  |
|  |                   |        |  |  |  |  |
| Help   | OK                | Cancel |  |  |  |  |

- 7 Check the specified authentication information.
  - To save the specified authentication information on the computer, select the "Save the authentication information" check box.

8 Specify the OpenAPI settings. Click the **OpenAPI Authentication** tab. The following page appears.

| Authentication Setting  |    |        |  |  |  |  |
|---|----|--------|--|--|--|--|
| User Authentication/Account Track OpenAPI Authentication OpenAPI Authentication Login Name Password Contact the device administrator about the OpenAPI authentication setting.  |    |        |  |  |  |  |
| Save the authentication information<br>Notice: When the authentication information is not saved, the authentication<br>information is abandoned at the time of application exit. The authentication<br>information is requested when the application is started next time |    |        |  |  |  |  |
| Help  | OK | Cancel |  |  |  |  |

9 Type in the logon name and the password.

| 🥩 Authentication Setti   | ng   | × |
|--|--|---|
| User Authentication/Accou  | nt Track OpenAPI Authentication  |   |
| -OpenAPI Authentication  |  |   |
| Login Name:  | loginuser  |   |
| Password:  | *****  |   |
|  |  |   |
| Contact the device admin<br>setting.   | istrator about the OpenAPI authentication  |   |
| 🔲 Save the authentication i  | nformation   |   |
| Notice: When the authentica<br>information is abandoned at<br>information is requested whe | tion information is not saved, the authentication<br>the time of application exit. The authentication<br>on the application is started next time |   |
| Help   | OK Cancel  |   |

10 Click the [OK] button.

The settings are applied, and the Settings dialog box is closed. The authentication settings are specified.

## 3.5.5 Specifying the notification method

Specify the method for sending job information notifications.

#### **Operating procedure**

- 1 Display the Settings dialog box.
  - For displaying the Settings dialog box, refer to "About the Settings dialog box" on page 3-7.

| 🕬 Print Status Notifier - Settings            |   |     |  |  |  |  |  |
|---|---|-----|--|--|--|--|--|
| ■ Monitored Device Setting                    | Monitored Device Setting<br>Monitored Device List |     |  |  |  |  |  |
| Device Name Printer IP Address/Hos Job Delete |   |     |  |  |  |  |  |
|   | MFP MFP 10.128.40.126 Support Supp                | ort |  |  |  |  |  |
|   | <   | >   |  |  |  |  |  |
|   | Register Monitored Device Remove Monitored Devi   | ce  |  |  |  |  |  |
|   |   |     |  |  |  |  |  |
| Help  | OK Gancel   |     |  |  |  |  |  |

2 Select "Notification Setting".

The Notify Setting page appears.

| 🥩 Print Status Notifier - Settings                                    |  |        |
|---|--|--------|
| Monitored Device Setting     MFP     MrP     Monitored Device Setting | Notification Setting How to Notify Set up how to notify. |        |
| Help  | ОК   | Cancel |

3 Specify the notification method.



- For the notification method, you can select "Notify me by popup Job Information", "Notify me by changing the icon on the task tray", or "Play a sound".
- If "Notify me by changing the icon on the task tray" is selected, the icon on the taskbar is changed, it blinks, and is notified according to the status of the device being monitored.
   ( Completed normally, A Stopped, A Abort)
- If "Play a sound" is selected, click the [Browse] button and select the file to play sound during notification. The only sound file that can be selected is the wav file.
- "Notify me by popup Job Information" and "Notify me by changing the icon on the task tray" cannot be specified at the same time.
- 4 Click the [OK] button.

This applies the settings and closes the Settings dialog box. This specifies the notification method of your computer.



This section provides descriptions on the methods for checking job information.

## 3.6.1 Viewing the job information

You can check the job information that is notified from the device in the Job Information dialog box.

If "Notify me by popup Job Information" is specified as the notification method of the job information, the status of the job being monitored is displayed in the pop-up dialog box.

 For details on specifying the notification method, refer to "Specifying the notification method" on page 3-20.

If "Notify me by popup Job Information" has not been specified as the notification method, right-click the Print Status Notifier icon on the taskbar, and then select Job Information from the menu that appears.

| <u>J</u> ob Information                             |
|---|
| Manual Job Monitoring Registration                  |
| <br>Device Status<br>Link to Device Information ♪   |
| <u>S</u> etting                                     |
| <u>A</u> bout Print Status Notifier<br><u>H</u> elp |
| E <u>x</u> it                                       |

|            | Print Status Notifier - Job Information |                     |   |  |  |  |  |
|------------|---|---------------------|---|--|--|--|--|
|            | ↓ 1/1 →                                 |                     |   |  |  |  |  |
| 1 —        | Print has been completed.               |                     |   |  |  |  |  |
|            | Document Name:                          | bug.txt             |   |  |  |  |  |
|            | Job No:                                 | 149                 |   |  |  |  |  |
|            | Job Type:                               | Print               |   |  |  |  |  |
| 2 —        | Time:                                   | 2006/07/05 16:02:41 |   |  |  |  |  |
|            | Output Tray:                            | MainTray            |   |  |  |  |  |
|            | Device Name:                            | MFP                 |   |  |  |  |  |
|            | Printer Name:                           | MFP                 |   |  |  |  |  |
|            | Comment:                                |                     |   |  |  |  |  |
| 0          | T Always On Tax                         |                     | 5 |  |  |  |  |
| 3 <u> </u> |   |                     | 0 |  |  |  |  |
| 4          | Help                                    | Job List Close      | 6 |  |  |  |  |

| No | Name  | Description  |
|----|---|--|
| 1  | Message area  | Displays the message and icon that notify the job status.  |
|    | Completed normally  | Displays that the job was completed normally.  |
|    | <u> S</u> topped  | Displays that a job was stopped when an error, such as a paper jam, occurs. When the error is canceled, the job can continue.  |
|    | 🖌 Abort   | Displays that a job was canceled and not executed when a transmission error or timeout occurs.   |
|    | Message details   | Displays job information details.  |
| 2  | Device Name   | Displays the device name.<br>Click the link of the device name to go to the Web page that<br>is embedded into the device and to check the detailed in-<br>formation of the device.<br>→ Refer to "Displaying Web Connection" on page 3-32. |
|    | Job No.   | Displays the job number.   |
|    | Output Tray (if the job was completed normally)                                     | Displays the name of the output tray.<br>With transmission jobs, the name of the recipient is dis-<br>played.  |
|    | Comment   | Displays the comments specified for the device.  |
|    | Document Name   | Displays the names of the documents that have been proc-<br>essed.   |
|    | Job Type  | Displays job types such as Print and Fax.  |
|    | Time  | Displays the time when an event (such as the completion of a job) occurred.  |
|    | Troubleshooting (when stopped)  | Displays the troubleshooting method when an error occurs.<br>→ For the specific troubleshooting methods, refer to the<br>user's guide of the device.   |
| 3  | Always On Top   | Select to always display the Job Information dialog box on top.  |
| 4  | [Help] button   | Click to display the online Help.  |
| 5  | [Job List] button   | Displays the list of jobs.<br>→ Refer to "Viewing the job list" on page 3-25   |
| 6  | [Close] button  | Click to close the Job Information dialog box.   |
| 7  | Buttons for switching be-<br>tween multiple job notifica-<br>tion pages             | If another job notification is sent while the Job Information<br>dialog box is displayed, notification information for the new<br>job is displayed.<br>Click a button to switch between the job notification pages.                        |
|    | Previous job notifica-<br>tion page   | Displays the previous job notification page.   |
|    | Position of the current job<br>notification page/Total of<br>job notification pages | Displays the position of currently displayed job notification page in relation to the total number of pages.   |
|    | Next job notification<br>page   | Displays the next job notification page.   |



Dialog box of when a job is completed normally

#### Dialog box of when a job is stopped

| Print Status Notifier - J | ob Information      |      |            |      |
|---------------------------|---------------------|------|------------|------|
|                           |                     | -    | ► 1/1      | +    |
| There is no m             | atching paper size  | -    |            |      |
| Document Name:            | bug.txt             |      |            |      |
| Job No:                   | 151                 |      |            |      |
| Job Type:                 | Print               |      |            |      |
| Time:                     | 2006/07/05 16:09:12 |      |            |      |
| Device Name:              | MFP                 |      |            |      |
| Printer Name:             | MFP                 |      |            |      |
| Comment:                  |                     |      |            |      |
| Troubleshooting:          | Select paper size.  |      |            |      |
|                           |                     |      | Delete Job |      |
| 🔽 Always On Top           |                     |      |            |      |
| Help                      | Job                 | List | Clo        | se ) |

Dialog box of when a job is abort

| Print Status Notifie | r - Job Information |
|----------------------|---------------------|
|                      | ♦ 1/1               |
| Deleted b            | y User.             |
| Document Name:       | bug.txt             |
| Job No:              | 151                 |
| Job Type:            | Print               |
| Time:                | 2006/07/05 16:09:41 |
| Device Name:         | MFP                 |
| Printer Name:        | MFP                 |
| Comment:             |                     |
| 🔽 Always On Top      |                     |
| Help                 | Job List Close      |

## 3.6.2 Viewing the job list

The list of jobs for which notifications are sent from the device can be viewed in the Job List dialog box.

To display the Job List dialog box, right-click the Print Status Notifier icon in the taskbar, and then click "Job List" in the menu that appeared.

| 9 | 🥩 Print Status Notifier - Job List 📃 🗖 🔀 |        |        |          |             |              |          |        |        |         |
|---|--|--------|--------|----------|-------------|--------------|----------|--------|--------|---------|
| N | Monitoring Job List Job History          |        |        |          |             |              |          |        |        |         |
| [ | Docume                                   | Job No | Status | Job Type | Device Name | Printer Name | Output   | Number | Number | Time St |
|   | bug.txt                                  | 150    | Alert  | Print    | MFP         | MFP          | MainTray | 1      |        | 16:10   |
|   |  |        |        |          |             |              |          |        |        |         |
|   |  |        |        |          |             |              |          |        |        |         |
|   | i .                                      |        |        |          |             |              |          |        |        |         |
|   |  |        |        |          |             |              |          |        |        |         |
| ٦ | <  |        |        |          |             |              |          |        |        | 2       |
|   |  |        |        |          |             |              |          |        | Delet  | :e Job  |
| Ē | Help                                     |        |        |          |             |              |          |        | 0      | lose    |

The Job List dialog box contains the Monitoring Job List tab and the Job History tab.

From the **Monitoring Job List** tab, jobs that are currently being performed can be checked.

From the Job History tab, the history of monitored jobs can be checked.



| No | Name   | Description  |
|----|--|--|
| 1  | Tabs   | Switches between the lists that are displayed.   |
|    | Monitoring Job List                          | Displays jobs that are currently being monitored.  |
|    | Job History                                  | Displays jobs that have been completed.  |
| 2  | 2 Job list Displays the list of the jobs.    |  |
|    | Document Name                                | Displays the names of documents that have been processed.  |
|    | Job No.                                      | Displays the job number.   |
|    | Status                                       | Displays the status of the jobs.   |
|    | Job Type                                     | Displays the job type, such as Print or Fax.   |
|    | Device Name                                  | Displays the name of the device performing the job.  |
|    | Printer Name                                 | Displays the printer name (registered with the operating system) for the device.   |
|    | Output Tray/Destina-<br>tion                 | Displays the name of the output tray.<br>With transmission jobs, the name of the recipient is displayed.                                     |
|    | Number of Original                           | Displays the number of pages in the document.  |
|    | Number of Copies                             | Displays the number of printed copies.   |
|    | Time Stored<br>(Monitoring Job List)         | Displays the time that the job was registered for monitoring.  |
|    | End time (Job History)                       | Displays the time that the job was completed.  |
|    | IP Address/Host<br>Name                      | Displays the IP address or host name of the device.  |
| 3  | Delete buttons                               | Deletes the job or job history.  |
|    | [Delete Job] button<br>(Monitoring Job List) | Deletes the job selected in the list.<br>Only jobs being performed by devices that support the function<br>for deleting jobs can be deleted. |
|    | [Delete History] but-<br>ton (Job History)   | Delete the entire log from the list.   |
| 4  | [Help] button                                | Click to display the online Help.  |
| 5  | [Close] button                               | Closes the Job List dialog box.  |

## Monitoring Job List tab

| ø | 🥩 Print Status Notifier – Job List 📃 🗌 🔀 |        |        |          |             |              |          |        |        |         |
|---|--|--------|--------|----------|-------------|--------------|----------|--------|--------|---------|
| ſ | Monitoring Job List Job History          |        |        |          |             |              |          |        |        |         |
|   | Docume                                   | Job No | Status | Job Type | Device Name | Printer Name | Output   | Number | Number | Time St |
|   | (bug.txt                                 | 150    | Alert  | Print    | MFP         | MFP          | MainTray | 1      | 1      | 16:10   |
|   |  |        |        |          |             |              |          |        |        |         |
|   |  |        |        |          |             |              |          |        |        |         |
|   |  |        |        |          |             |              |          |        |        |         |
|   |  |        |        |          |             |              |          |        |        |         |
|   | <  |        |        |          |             |              |          |        |        | >       |
|   |  |        |        |          |             |              |          |        | Delet  | te Job  |
| - |  |        |        |          |             |              |          |        |        |         |
|   | Help                                     |        |        |          |             |              |          |        | C      | lose    |

## Job History tab

| ø | 🛿 Print Status Notifier – Job List 📃 🗌 🔀 |        |          |          |        |         |          |        |        |               |        |
|---|--|--------|----------|----------|--------|---------|----------|--------|--------|---------------|--------|
| ſ | Monitoring Job List Job History          |        |          |          |        |         |          |        |        |               |        |
|   | Docume                                   | Job No | Status   | Job Type | Device | Printer | Output   | Number | Number | End Time      | IP Ad  |
|   | bug.txt                                  | 149    | Complete | Print    | MFP    | MFP     | MainTray | 1      | 1      | 2006/07       | 10.128 |
|   |  |        |          |          |        |         |          |        |        |               |        |
|   |  |        |          |          |        |         |          |        |        |               |        |
|   |  |        |          |          |        |         |          |        |        |               |        |
|   |  |        |          |          |        |         |          |        |        |               |        |
|   | <  |        |          |          |        |         |          |        |        |               | >      |
|   |  |        |          |          |        |         |          |        | 0      | elete histor; | y      |
| _ |  |        |          |          |        |         |          |        |        |               |        |
|   | Help                                     |        |          |          |        |         |          |        |        | Close         | 3      |

## 3.7 Checking the device status

From the Device Status dialog box, the status of devices can be checked.

To display the Device Status dialog box, right-click the Print Status Notifier icon in the taskbar, and then click "Device Status" in the menu that appeared.

| <u>J</u> ob Information<br>Job <u>L</u> ist |
|---|
| <u>M</u> anual Job Monitoring Registration  |
| <u>D</u> evice Status                       |
| Link to Device Information                  |
| <u>S</u> etting                             |
| About Print Status Notifier                 |
| <u>H</u> elp                                |
| Exit  |

The Device Status dialog box appears.

| 1                      |                    |                      |  |
|------------------------|--------------------|----------------------|--|
| 💷 Print Status Notifie | er – Device Status |                      |  |
|                        |                    |                      |  |
| Device Name            | Device Status      | IP Address/Host Name |  |
| 📦 MFP                  | Ready              | 10.128.40.126        |  |
| 2                      | 3                  | 4                    |  |
|                        |                    |                      |  |
|                        |                    |                      |  |
|                        |                    |                      |  |
|                        |                    |                      |  |

| No | Name            |                        | Description   |
|----|-----------------|------------------------|---|
| 1  | Toolbar         | [View] button          | Click to switch between the "Icon" and<br>"Details" displays. The display can also be<br>switched from the displayed menu by click-<br>ing [▼] next to this button. A black circle is<br>added next to the display method that is<br>currently displayed.   |
|    |                 | [Refresh] button       | Click to update the latest device status.   |
|    |                 | Web Connection] button | Displays the Web page that is embedded<br>into the device, and the detailed informa-<br>tion of the device can be checked when the<br>device is selected and this button is<br>clicked.<br>If a device has not been selected, this but-<br>ton is dimmed and cannot be clicked.   |
|    |                 | [Settings] button      | Click to display the Settings dialog box.   |
| 2  | Device Name     |                        | Displays the device name and the icon that<br>shows the device status.<br>Displays only the device to be monitored.<br>Displays the Web page that is stored in the<br>device, and the detailed information of the<br>device can be checked when the icon is<br>double-clicked.<br>→ Refer to "Displaying Web Connection"<br>on page 3-32. |
| 3  | Device Status   |                        | Displays the device status.   |
| 4  | IP Address/Host | Name                   | Displays the IP address or host name of the device.   |

## 3.8 Checking the job information manually

If User Authentication is disabled on the device, manually register the job to be monitored in order to begin monitoring the device job.

Job information can be checked manually only for devices where the "Monitored the jobs executed by the device (copy, fax, etc.)" check box was selected.

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#### Note

To start monitoring a job manually, the job number that is displayed on the operation panel of the device is required. After a job is executed, be sure to note the job number that is displayed on the operation panel.

## 3.8.1 Starting the monitor

The job monitor can be started manually by following the procedure described below.

## **Operating procedure**

1 Right-click the Print Status Notifier icon in the taskbar, and then click "Manual Job Monitoring Registration" in the menu that appeared.

The Manual Job Monitoring Registration dialog box appears.

| <u>J</u> ob Information<br>Job <u>L</u> ist         |  |  |  |  |
|---|--|--|--|--|
| <u>M</u> anual Job Monitoring Registration          |  |  |  |  |
| Device Status<br>Link to Device Information         |  |  |  |  |
| <u>S</u> etting                                     |  |  |  |  |
| <u>A</u> bout Print Status Notifier<br><u>H</u> elp |  |  |  |  |
| E <u>x</u> it                                       |  |  |  |  |

2 Click  $[\mathbf{v}]$ , and then select the device that is to monitor the job.



- The only devices that are displayed are those where jobs performed by the device are monitored.
- **3** From the "Active Job List", select the job to be monitored.

| 🥩 Print Status Notifier - Manual Job Monitoring Registration 📃 🗖 🔀  |                     |  |  |  |
|---|---------------------|--|--|--|
| Monitoring of the job executed by the device is registered manually.  |                     |  |  |  |
| Select a job which you want to register for monitoring from the Active Job List, and click the<br>"Register Monitoring" button. |                     |  |  |  |
| Device Name: MFP  | <u> </u>            |  |  |  |
| Active Job List Refresh   | the active job list |  |  |  |
| Job No   Monitori   Job Type   Output   Time St   Number   Number   | er                  |  |  |  |
| 152 No Copy MainTray 1620 0 1   |                     |  |  |  |
|   | Register Monitoring |  |  |  |
| Help  | Close               |  |  |  |

- Select the job for the job number that appeared in the control panel of the device.
- Click the [Refresh the active job list] button to list in the "Active Job List" the jobs being performed by the selected device.
- 4 Click the [Register Monitoring] button.
  - Monitoring of the job begins, and notification of the job information is sent.

This completes specifying of the settings for monitoring jobs manually. Monitoring of the job begins.



In Print Status Notifier, the Web Connection that is embedded into a device can be displayed, and the detailed information of the device can be checked.

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#### Note

Web Connection is displayed by using the IP address information of the specified device. If the IP address is not specified correctly, Web Connection will not be displayed.

The display methods consist of the three methods described below.

#### Clicking the registered device name on the menu

Right-click the Print Status Notifier icon in the taskbar, and then point to "Link to Device Information" in the menu that appeared to display the names of the registered devices. Click the name of the device to be displayed in Web Connection.



#### Clicking the device name in the Job Information dialog box

If "Notify me by popup Job Information" is specified as the notification method of the job information, the status of the job being monitored is displayed in the pop-up dialog box.

• For details on specifying the notification method, refer to "Specifying the notification method" on page 3-20.

If "Notify me by popup Job Information" has not been specified as the notification method, right-click the Print Status Notifier icon on the taskbar, and then select Job Information from the menu that appears. The Job Information dialog box appears.

Click the device name in the Job Information dialog box.

| Print Status Notifier - Job Information |                     |  |  |  |  |  |
|---|---------------------|--|--|--|--|--|
|   | ↓ 1/1 →             |  |  |  |  |  |
| Print has been completed.               |                     |  |  |  |  |  |
| Document Name:                          | bug.txt             |  |  |  |  |  |
| Job No:                                 | 149                 |  |  |  |  |  |
| Job Type:                               | Print               |  |  |  |  |  |
| Time:                                   | 2006/07/05 16:02:41 |  |  |  |  |  |
| Output Tray:                            | MainTray            |  |  |  |  |  |
| Device Name:                            | MFP                 |  |  |  |  |  |
| Printer Name:                           | MFP                 |  |  |  |  |  |
| Comment:                                |                     |  |  |  |  |  |
| 🔽 Always On Top                         |                     |  |  |  |  |  |
| Help                                    | Job List Close      |  |  |  |  |  |

#### Clicking the device in the Device Status dialog box

Right-click the Print Status Notifier icon on the taskbar, and then select **Device Status** from the menu that appears. The Device Status dialog box appears.

Select the device in the Device Status dialog box, and then click the [Web Connection] button ( $\blacksquare$ ) on the toolbar or double-click the icon ( $\bigcirc$  etc.) that shows the status of the device.

## 4 Troubleshooting

This chapter describes the possible problems that may occur when operating Print Status Notifier and the remedies to solve the problem.

| Symptoms   | Probable cause  | Remedy  |  |
|--|---|---|--|
| The job informa-<br>tion is not noti-<br>fied.                             | The device that you want to check<br>the job information of has not<br>been specified to be monitored.  | Add the device that you want to check<br>the job information of to the device list.<br>→ Refer to "Registering devices to be<br>monitored" on page 3-11.  |  |
|  | Print Status Notifier has not been started.   | Start Print Status Notifier.<br>→ Refer to "Starting and quiting Print<br>Status Notifier" on page 3-1.   |  |
| The printer to be<br>monitored does<br>not appear in the                   | The printer driver that supports<br>Print Status Notifier has not been<br>installed.  | Install a printer driver that supports<br>Print Status Notifier.  |  |
| Registration Wiz-<br>ard.  | A port other than a TCP/IP port is specified for the port setting for the printer to be monitored.  | Change the port setting for the printer<br>to a TCP/IP port. For details on the port<br>setting, consult the device administra-<br>tor.   |  |
| An error for con-<br>necting to the de-                                    | The computer or the device is not connected to the network.   | Connect the computer or the device to the network.  |  |
| vice is displayed.   | The IP address or host name of<br>the device that you want to check<br>the job information of is specified<br>incorrectly.  | Check that the IP address or host<br>name of the device that you want to<br>check the job information of has not<br>been specified incorrectly.<br>→ Refer to "Page of registered device<br>details" on page 3-9. |  |
|  | SNMP Ver1 or OpenAPI for the device is not enabled.   | Contact the administrator of the de-<br>vice.   |  |
|  | The device is not supported.  | Check whether or not the device to be monitored is supported.   |  |
| Print Status Noti-<br>fier was quit while<br>a job was being<br>monitored. | If Print Status Notifier is quit while a job is being monitored, the monitored job that was terminated is automatically resumed when Print Status Notifie is restarted. |   |  |