

## Printer Management Software

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## Using CentreWare Software

### CentreWare Internet Service (IS)

CentreWare IS is a printer administration and support tool using web technology. With CentreWare IS software, you can access printer status and manage your printer over a TCP/IP network using a web browser.

CentreWare IS enables you to:

- Receive printer status and manage printers independent of network servers and operating systems.
- Define a link to your local web server's support page.
- Access online manuals and technical support information by using built-in links to the Xerox web site.

CentreWare IS provides an easy-to-use, consistent interface that you can use for most configuration tasks.

CentreWare IS requires only a web browser and a TCP/IP connection between the printer and the network (in Windows, Macintosh, or UNIX environments). TCP/IP and HTTP must be enabled in the printer.

For complete information about CentreWare IS, go to [www.xerox.com/officeprinting](http://www.xerox.com/officeprinting) to view *CentreWare IS Online Help*.

### CentreWare DP for NetWare

CentreWare DP is easy-to-use printer management software that runs on Windows 98 or later and Windows 2000 or later. Through point-and-click navigation you can install, connect, and configure the printer quickly and easily on a network. It provides network administrators with setup procedures and management of networked printers.

The following table lists CentreWare DP key features and benefits.

Feature	Benefit
Setup Wizard	Provides a step-by-step guide to install your printer on the network.
Advanced Setup	Provides a tool to service multiple file servers and queues.
Instant Status	Enables you to select a printer from the Printer List to monitor the printer at any given time.

Feature	Benefit
Remote Configuration and Management	Enables you to do most configuration and monitoring tasks from your workstation.
Printer Upgrades	Enables you to upgrade your printer from your workstation (if available for your printer model).

For more information go to [www.xerox.com/officeprinting](http://www.xerox.com/officeprinting) to view *CentreWare DP User Guide*.

### CentreWare MC (Microsoft Management Console)

CentreWare MC allows IP discovery of printers equipped with an embedded web server. The embedded web server in Xerox printers is called CentreWare Internet Services.

For installing or managing multiple printers on a Windows NT 4.x (Service Pack 6 or higher), Windows 2000, or Windows XP network with the TCP/IP protocol enabled, use the Xerox CentreWare MC snap-in to Microsoft Management Console. For more information go to [www.xerox.com/officeprinting](http://www.xerox.com/officeprinting) to view the *CentreWare MC User Guide*.

### CentreWare Web

CentreWare Web is a multi-vendor printer management, installation, and troubleshooting application that can remotely manage, install, and troubleshoot printers on your network using a web browser. Printers are found through network or print server discovery and managed over TCP/IP networks using RFC-1759 SNMP (Simple Network Management Protocol).

Some of the features provided by CentreWare Web:

- Remotely add ports, queues, and drivers to Windows 2000, XP, and NT4.x SP6 print servers.
- Install, troubleshoot, upgrade, and clone wizards to aid all users in performing administrative tasks.
- Install CentreWare Web on a server for availability to all clients on the network that have Internet access with a browser.
- Support multiple users and provide for different levels/privileges of user access, such as administrators or guests.
- Discover printers on local and remote subnets.
- Automatically discover printers as scheduled.
- Generate reports.
- Connect to printer web servers for additional printer-specific features, including help.

For more information go to [www.xerox.com/officeprinting](http://www.xerox.com/officeprinting) to view *CentreWare Web User Guide*.

## Using Printer Management Features

### Job Accounting

The printer stores information about print jobs in a log file. The log file is stored either in the printer's memory or on an optional hard disk if one is installed in the printer. If the log file is stored in the printer's memory, it is lost when the printer is reset. It is recommended that a hard disk be used for job accounting.

The log file lists job records. Each record contains fields such as user name, job name, pages printed, job times, and toner and ink used. Not all fields are supported by all printers. For information go to *CentreWare IS online help* or *CentreWare Web online help*.

The job accounting values reported vary depending on the protocol and print command used when each job was printed. For example, using NPRINT over NetWare provides the printer with the most information about the job being printed. When using Windows and NetWare, the job name is often LST: or LST:BANNER. Other jobs from other ports may provide less information about the job.

Job accounting is available through CentreWare IS and CentreWare Web.

### Using CentreWare IS

1. Launch your web browser.
2. Enter your printer's IP address in the browser's **Address** field (<http://xxx.xxx.xxx.xxx>).
3. On the right side of the main CentreWare IS page, click **Jobs**.

The "Job Accounting Links" page provides links that enable you to browse, download, and clear job accounting records.

For complete information on CentreWare IS job accounting, including clearing job information, downloading job information to a file, and job accounting file formats, go to *CentreWare IS Online Help*.

### MaiLinX Alerts

MaiLinX alerts allow the printer to automatically send email to the system administrator and others under the following conditions:

- When printer errors, warnings, and alerts occur.
- When the printer requires attention (for example, when service is required or supplies need to be replenished).
- When a reply to a CentreWare IS Remote Internet Printing message is desired. For more information about CentreWare IS Remote Internet printing, go to *CentreWare IS Online Help*.

Three designated users can receive messages:

- SysAdmin
- Service
- Key

Printer messages reporting errors, alerts, and warnings can be individually assigned to any of these users. You can customize the message text and the subject line in the Status Notification messages.

Status Notification is supplied by the printer's Simple Mail Transport Protocol (SMTP) client.

### Setting Up CentreWare IS Status Notification

1. Launch your web browser.
2. Enter your printer's IP address in the browser's **Address** field (<http://xxx.xxx.xxx.xxx>).
3. Click **Properties** on the main CentreWare IS screen.
4. Click **Mail Alerts**. Follow the instructions on the page to set up **Status Notification**.
5. Click **Save Settings**.

For complete information about CentreWare IS Status Notification, go to *CentreWare IS Online Help*.

### Usage Profile Reports

The printer generates reports accessed through CentreWare IS that detail printer usage. Usage profile reports track over 100 items, including:

- Printer information, such as printer name, date installed, total pages printed, options installed, and network ID.
- Supplies usage data, such as toner or ink. By tracking supplies usage, you can order supplies before they reach their end of life.
- Media and tray information, such as how often prints are made on paper compared to transparencies, and how often each tray is used.
- Job characteristics, such as size and timing of jobs.

### Setting Up Usage Profile Reporting

1. Launch your web browser.
2. Enter your printer's IP address in the browser's **Address** field (<http://xxx.xxx.xxx.xxx>).
3. Click **Jobs**.
4. Click **Usage Profile** to view the **Usage Profile Reports** page.
5. Click the **Usage Profile Properties** link. Follow the instructions on the page to set up reports.
6. Click **Save Changes**.

For complete information about Usage Profile reporting, including descriptions of each field in the report, go to *CentreWare IS Online Help*.

## **Using CentreWare IS**

### **Note**

To send usage profile reports using email, the MaiLinX must be properly set up using "MaiLinX Alerts" on page 3-11.

- 1.** Enter your printer's IP address into the browser to connect to the printer using CentreWare IS.
- 2.** Click **Jobs**.
- 3.** Click **Usage Profile**.
- 4.** Enter the desired email address in the **Send to Specific Address** field.
- 5.** Click **Send Usage Profile Report**.

## **Xerox Usage Analysis Tool**

The Xerox Usage Analysis Tool is a Windows client/server application that allows system administrators to automatically track Xerox printer usage and obtain job accounting records. The tool supports large networks with many users and printers.

Job accounting and printer usage data is stored in a database. The application can be run on multiple clients using a single server. The data can be exported to a spreadsheet for viewing, analysis, and billing.

Complete information about using the Xerox Usage Analysis Tool is provided by the application's online help system.

### **System Requirements**

- IP network
- Xerox Phaser printers with Ethernet interface (optional hard disk recommended)
- A PC with at least 32 Mbyte of RAM. At least 1 Gbyte of hard disk space is recommended for the server
- Supported operating systems: Windows 98 or later and Windows 2000 or later
- Microsoft Excel 97 or Excel 2000 for export to spreadsheet (for graphing, billing, data analysis)