CentreWare DP
User Guide

"Your Autopilot to Productive Printer Management"

Version 4.0.2

Contents

Introduction

Xerox CentreWare DP is the easy-to-use printer management software for Xerox printers.

Thanks to the ease of point-and-click navigation, administrators will be able to install, connect, and configure Xerox printers on a network immediately and quickly.

Designed specifically for the network administrator, setup procedures have been simplified and the management of networked Xerox printers is virtually effortless.

CentreWare DP has Electronic Help available at all times by simply pressing F1 or clicking the Help button.

Key Features and Benefits

Features	Benefits
Setup Wizard	Step-by-step guide to get your printer up on the network quickly.
Advanced Setup	Want to service multiple fileservers and queues? This will become your tool of choice. *Advanced Setup is not available when using Microsoft's Client for NetWare Networks.*
Instant Status	While CentreWare DP is running, select a printer from the Printers List to see what that printer is doing right now!
Remote Configuration and Management	Don't go to your printer! Most configuration and monitoring tasks can be done from your workstation.
Diagnostics	Troubleshoot from your desk.
Printer Upgrades	If your printer is equipped with Flash ROM, you can upgrade right from CentreWare DP.

System Requirements

The following are minimum requirements for the installation of CentreWare DP:

Windows 95/98

- 8 Megabytes of RAM(Windows 95)
  16 Megabytes of RAM (Windows 98)

- 10 Megabytes of hard disk space available.

- Novell IntranetWare™ Client or Microsoft's Client for NetWare Networks loaded. (See README for additional information)

*Not all features are available when using Microsoft's Client for NetWare Networks. See sections **Printer Install with Setup Wizard** and **Advanced Setup**.*

Windows NT/Windows 2000

- 12 Megabytes of RAM.

- 10 Megabytes of hard disk space available.

- Novell IntranetWare Client or Microsoft's Client for NetWare Networks loaded. (See README for additional information)

*Not all features are available when using Microsoft's Client for NetWare Networks. See sections **Printer Install with Setup Wizard** and **Advanced Setup**.*

Before You Start CentreWare DP

For new printers

• Unpack and set up your printer with all consumables and optional equipment according to the instructions provided with your printer.

• If the printer did not come with the network card installed, install it with the instructions included with the card.

• Turn on your printer. If your printer supports it, review the startup page to verify proper operation.

• Connect your printer to an active network with appropriate cabling.

For existing printers

• If your printer was not previously networked, add the network card and appropriate cabling.

How to use this Document

You may print all or part of this document at any time from your Adobe Acrobat reader by clicking the **File** menu and the selecting **Print**. You may then select a single page, a range of pages, or the entire document for printing.

For initial installation

1 Read and follow these sections:

2 **"CentreWare DP Software Installation" on page 8**

3 **"Printer Install with Setup Wizard" on page 11**

4 **"Advanced Setup (not available with Microsoft's Client for NetWare Networks)" on page 16** (If your printer will service more than one queue or fileserver).

For day-to-day tasks

Read and follow these sections:

1 **"Monitoring your Printer" on page 29**

2 **"Creating a Filter" on page 27**

3 **"Advanced Setup (not available with Microsoft's Client for NetWare Networks)" on page 16** (To change your printer configuration to service more or different queues or fileservers).

CentreWare DP Software Installation

Microsoft Windows (ALL versions)

1 Load your Printer Management Software CD-ROM.

2 If your PC is set to "Autorun," a CD Navigator Utility will start. If not, run: CDNAV\SETUP.EXE. Select your language.

3 From the **CD Navigator** on your CD-ROM, select **Printer Management Software**.

4 Select **Install CentreWare DP**.

5 The software will detect your version of Windows and begin the installation process.

6 After a few moments, the Install Shield Wizard will load. A new dialog screen with installation options will appear.

7 To install any of the software to a directory other than the default location, click the **Browse** button and select the directory to which you wish to install. Click **Next**>.

8 It is recommended that you print the README file for instructions on loading Novell IntranetWare Client software if you do not already have it installed or obtaining the necessary files to utilize Microsoft's Client for NetWare Networks in Windows 95/98.

9 To configure your printer to connect to a single fileserver and queue refer to the section in this document entitled **Printer Install with Setup Wizard**.

OR

10 To configure your printer to connect to multiple fileservers and queues refer to the section in this document entitled **Advanced Setup**.

Advanced Setup is not available when using Microsoft's Client for NetWare Networks.

11 To run CentreWare DP, click on **Start/Programs/Xerox DocuPrint/CentreWare DP Services.**

Novell NetWare

Introduction   With CentreWare DP the management of your printer(s) on a NetWare network is made simple, and all the tools are in one place!

All you have to do is decide which method of setup you need based on your network environment.

This section of the document will describe the following tools:

Setup Wizard   A step-by-step guide to get your printer up on the network quickly connected to a single queue or one fileserver.

Advanced Setup   Advanced Setup is an intuitive tool for more complex network setups involving multiple fileservers or queues.

> ***Advanced Setup*** *is not available when using Microsoft's Client for NetWare Networks.*

Use the proper procedure contained in this section to set up your printer on the network.

Printer Install with Setup Wizard

Introduction

The Setup Wizard, located under the Printer Menu of the Main CentreWare DP Screen, consists of a few short steps to connect your printer to a Novell fileserver (IPX mode only) and to attach to a queue quickly.

When you run Setup Wizard, you replace the old configuration data with the new settings.

Depending on your type of network, select one of the following two procedures:

- **"Setup Wizard for Bindery Networks" on page 12**
- **"Setup Wizard for NDS Networks" on page 14**

Follow the steps for the appropriate procedure to quickly set up your device on the network.

Setup Wizard for Bindery Networks

You must login to a NetWare file server or NDS tree with SUPERVISOR or ADMIN privileges in order to complete this procedure.

1 Click your mouse once on the **Setup Wizard** button or open the **Printer** menu and select **Setup Wizard**.

2 The **Setup Wizard Welcome Screen** appears, click **Next >**.

3 The **Select NetWare Server** dialog box appears.

4 Click on the **Install this device on a Bindery Server** option.

5 Select a Bindery Server from the drop-down list or select a NDS server to that you wish to log into in Bindery Mode then click **Next >**.

6 If prompted, enter a user name and password for the desired server and click **Login**.

7 The **Name the Device** dialog will appear. You may enter a new name for the printer you have selected or keep the default name. Click **Next>**.

8 When the **Select Queue** dialog appears, you may either select an existing queue or create a new queue. To create a new queue, click the **Create Queue** button and enter a new queue name then click Create Queue again. To select an existing queue, click the **Select Queue** button and select a queue from the list. Once you have selected a queue or created a new one, click **Next >**.

9   The **Confirm Choices** dialog will appear and display the new Printer Name and Name of new Queue information you have supplied. Click **Finish**.

10 After a few moments, the **Congratulations** dialog will appear. Click **Close** and you will be prompted for a test page. Review this page and verify that your Primary Server and Print Server names are the same as those you chose in Setup Wizard.

Microsoft's Client for NetWare Networks users will <u>not</u> be prompted for a test page.

11 Run a test print from a software application and verify the operation.

Setup Wizard for NDS Networks

You must login to a NetWare or NDS tree with ADMIN privileges in order to complete this procedure.

1 Click your mouse once on the Setup Wizard button or open the **Printer** menu and select **Setup Wizard**.

2 The Setup Wizard Welcome Screen appears, click **Next >**.

3 The **Select NetWare Server** dialog box appears.

4 Click on the **Install this device on an NDS Tree** option.

5 Select the desired NDS Tree from the list.

6 If prompted, enter a user name and password for the desired Tree and click **Login**.

This is only required when using Novell IntranetWare Client.

7 The **Select Context** dialog will appear and the default context for the selected Tree will be displayed. To configure your printer for this context, click **Next >**. To select a different context, click **Change Context**. Then, select a new context from the list, click **OK**, then click **Next >.**

A default context will not be displayed for users of Microsoft's Client for NetWare Networks. You must type in a valid context string. No validation is provided.

8 The **Name the Device** dialog will appear. You may enter a new name for the printer you have selected or keep the default name.
Click **Next >.**

9 When the **Select Queue** dialog appears, you may either select an existing queue or create a new queue. To create a new queue, click the **Create Queue** button. In the **Create Queue** dialog, click the **Select** a volume for the new queue and enter a new queue name. Then click **Create Queue** again. Once you have selected a queue or created a new one, click **Next >**.

This is not available if Microsoft's Client for NetWare Networks is installed.

10 The Confirm Choices dialog will appear and display the new Printer Name and Name of new Queue you have supplied. Click Finish.

11 After a few moments, the **Congratulations** dialog will appear. Click **Close** and you will be prompted for a test page. Review this page and verify that your Tree, Context, and Print Server name are the same as those you chose in Setup Wizard.

Microsoft's Client for NetWare Networks users will <u>not</u> be prompted for a test page.

12 Run a test print from a software application and verify the operation. This will not print a Test Page if Microsoft Client is installed.

13 With Microsoft's Client for NetWare Networks, an administrator needs to use PCONSOLE or NWADMIN to create/select print server and queue, and configure them.

Advanced Setup (not available with Microsoft's Client for NetWare Networks)

Introduction

The Advanced Setup option of CentreWare DP gives you a tool to control how your devices are configured in your Novell NetWare network environment. This tool is necessary for connecting your device to more than one file server or queue.

Advanced Setup may also be used to add or delete Queue Users and Operators.

Depending on the type of network to which you are installed, select one of the following two procedures:

• Advanced Setup in Bindery Mode

• Advanced Setup for NDS networks

Follow one of these procedures (depending on your version of NetWare) to quickly configure your device on the network.

Advanced Setup in Bindery Mode (not available with Microsoft's Client for NetWare Networks)

You must login to a NetWare file server with SUPERVISOR privileges in order to complete this procedure.

TO START ADVANCED SETUP

1 Click once on a print server in the **Printers List**.

2 Click once on the Printer Menu and select **Advanced Setup.**

3 The Primary Server and the Print Server Name will be displayed on the upper portion of the Bindery Server TAB.

TO SET OR CHANGE THE PRIMARY SERVER YOUR PRINTER WILL SERVICE

1 Click once on the **Select Primary Server** button.

2 CentreWare DP will scan your network and present you with a list of the fileservers present.

3 Select a fileserver from the list or type a name and click **OK**.

TO CREATE OR ADD A PRINT SERVER

1 Click the **Create Print Server** button.

2 CentreWare DP will scan your network and present you with a list of the fileservers present.

3 Select a fileserver from the list or type a name and click **OK**.

4 Repeat these steps for each server you want to add.

You may choose a print server already defined from the drop-down list and make edited changes to help you with naming conventions.

TO MANAGE A PRINT SERVER

Select a primary server and click Manage Print Server.

USER TAB

To ADD a user to the print server, click the user name in the **Available Users** list then click **Add>>**.

To REMOVE a user from the print server, click the name in the **Assigned Users** list then click **<<Move**.

OPERATOR TAB

To ADD an operator to the print server, click the user name in the **Available Users** list then click **Add>>.**

To REMOVE an operator from the print server, click the name in the **Assigned Users** list then click **<<Move**.

TO NOTIFY A USER (IF SUPPORTED BY YOUR PRINTER)

1 Click the **Notify List** button. The Notify dialog box appears.

2 Highlight a user name in the Available Users list and click **Add**>>. The user name appears in the Notify Users list.

3 Click the **Interval** button. The Notify Interval dialog box appears.

4 Set the notify intervals and click **OK**.

TO CREATE A NEW QUEUE

1 Select a file server from the available file server list by clicking on the down arrow.

2 Click once on the **Create a Queue** button.

3 Enter the desired name for the new queue and click **OK**.

TO ADD A QUEUE TO BE SERVICED

1 Select a file server from the **Available** list by clicking on down arrow.

2 Click the down arrow at the right of the **Available** queues list.

3 Select a queue that you wish to have serviced by the selected printer.

4 Click the **Attach Queue** button.

5 Check the **Queues serviced by print server** list and verify that your queue has been added.

6 Repeat these steps for each queue you want to add.

TO DELETE A QUEUE

1 Click the down arrow on the available queue list and select the queue to be deleted.

2 Click once on the **Delete Queue** button.

3 Click **YES** to confirm the delete.

TO MANAGE AN EXISTING QUEUE

Select a queue from the Queues serviced by print server list and click **Manage Queue**.

USER TAB

To ADD a user to the queue, click the user name in the **Available Users** list then click **Add>>**.

To REMOVE a user from the queue, click the name in the **Assigned Users** list then click **<<Move**.

OPERATOR TAB

To ADD an operator to the queue, click the user name in the **Available Users** list then click **Add>>**.

To REMOVE an operator from the queue, click the name in the **Queue Users** list then click **<<Move**.

When you have finished with queue management click **OK**.

You may want to print a test page to verify the queue. Click the **Test Print** button to print the page.

TO DETACH AN EXISTING QUEUE

1 Select a queue from the **Queue Services** by printer list.

2 Click the **Detach Queue** button and confirm the selection.

3 When you have finished click **OK**.

Advanced Setup for NDS (NetWare Directory Services) (not available with Microsoft's Client for NetWare Networks)

You must login to a NetWare or NDS tree with ADMIN privileges in order to complete this procedure. This feature is available only if Novell IntranetWare Client is installed.

TO START ADVANCED SETUP

1 Click once on a print server in the **Printers List**.

2 Click once on the **Printer Menu** and select **Advanced Setup**.

3 Click on **NDS** TAB in upper left corner to set up in **NDS Mode**.

4 The **NDS Tree**, the **Current Context**, and the **Print Server Name** will be displayed in the upper portion of the **NDS Server** TAB.

TO CHANGE THE NDS TREE

1 Click on the **Select Tree** button.

2 CentreWare DP will scan your network and present you with a list of the fileservers present.

3 Select a Tree from the list and enter a password if prompted, then click **OK**.

TO CHANGE THE NDS CONTEXT

1 Click once on the **Select Context** button.

2 Select a new Context from the list then click **OK**.

TO CHANGE THE PRINT SERVER

1 Click once on the **Create Print Server** button.

2 Select the desired **Print Server** or type in a new name, and click **OK**.

3 If prompted, select the desired volume from the list

TO ADD A QUEUE TO BE SERVICED

1 Select the printer object under **Print Layout** box.

2 Click the **Manage Printer** button

3 Select the Queue Tab.

4 Highlight the queue.

5 Click the **Add**>> button, then click **OK**.

6 Check the **Print Layout Box** to verify that your queue has been added.

TO CREATE A NEW QUEUE

1 Select the queue object in the print layout box.

2 Click on the **Manage Queue** button.

3 Select the **Create Queue** tab.

4 Select a volume from the list.

5 Enter the name of the new queue.

6 Click the **Create Queue** button.

TO DELETE A QUEUE

1 Select the queue object in the print layout box.

2 Click on the **Manage Queue** button.

3 Select the **Delete Queue** tab.

4 Select the queue you wish delete from the list.

5 Click the **Delete** button.

6 Click **YES** to confirm the delete.

TO MANAGE AN EXISTING QUEUE

Select a queue from the Queues serviced by print server list and click **Manage Queue**.

USER TAB

To ADD a user to the queue, click the user name in the **Available Users** list then click **Add>>**.

To REMOVE a user from the queue, click the name in the **Assigned Users** list then click **<<Move**.

OPERATOR TAB

To ADD an operator to the queue, click the user name in the **Available Users** list then click **Add>>**.

To REMOVE an operator from the queue, click the name in the **Queue Users** list then click **<<Move**.

When you have finished with queue management click **OK**.

You may want to print a test page to verify the queue. Click the **Test Print** button to print the page.

Once you have finished with queue management click **OK**.

TO MANAGE A PRINTER

Select the Printer object in the **Print Layout** box.. Click the **Manage Printer** button. The **Printer Manager** dialog appears. The dialog contains two TABS: **Queue** and **Notify**.

QUEUE

• The **Queue** tab lets the user assign any of the **Available Queues** to the selected printer. It has two lists **Available** and **Assigned**. The **Add**>> button can be used to add any queue to **Assigned Queues** list. The <<**Move** button can be used to remove already assigned queues.

NOTIFY

• The **Notify** tab lets you assign any user/group to the **Notify Users** list. The users thus added receive notification messages from the printer (If supported by your printer) Users can use the **Add**>> or <<**Move** buttons to assign/remove any of the **Available** users.

• To assign an interval for notification for a selected user in the **Notify Users** list, click the **Interval** button. The **Notify Interval** dialog appears. Specify the **First** and **Next** notification here.

TO MANAGE A PRINT SERVER

Select the Print Server in the **Print Layout** box.. Click the **Manage Print Server** button. The **Print Server Manager** dialog appears. The dialog contains three TABS: **Users**, **Operators** and **Printer**.

USER

• The **User** Tab lets you assign a user to a **Print Server**. . It has two lists **Available Users** and **Assigned Users**. The **Add**>> button can be used to add any user to the **Assigned Users** list. The <<**Move** button can be used to remove already assigned users.

OPERATORS

• The **Operator** Tab lets you assign a user to a Print Server. . It has two lists **Available Users** and **Assigned Operators**. The **Add**>> button can be used to add any user to the **Assigned Operators** list. The <<**Move** button can be used to remove already assigned operators.

PRINTER

• The **Printer** Tab lets you assign a printer to a Print Server. . It has two lists **Available Printers** and **Assigned Printers**. The **Add**>> button can be used to add any printer to the **Assigned Printers** list. The <<**Move** button can be used to remove already assigned printers.

Creating a Filter

Overview   A filter is used to specify the selection of printers displayed in the **Printers List**. You can use a filter to specify a name or model of printer(s) you wish to monitor or configure.

Procedure

1   On the CentreWare DP main screen, from the **View** menu select the **Filter** entry.

2   The **Filters** dialog box will open. Be sure the **Enable** check box is selected and Click once in the **Title** text entry field.

3   Enter a name you have chosen for your filter. Use a name which has meaning to you and will allow you to quickly choose it later.

4   Select an option from the **Type:** area. Click **All** to display all types of printers on the network, or **Specify** to display certain model(s). Once **Specify** has been selected, pick the desired printer type from the list displayed. This will set the filter to show only the printer types you wish to see.

5 Select an option from the **Name:** area, select the **All** button to display any named printers, or select **Contains:** and then enter a name in the text box to use to search for printers.

6 Select an option from the **Status:** area. Select **Configured** to display printers that have already been configured, or select **Not Configured** to only display printers that are not yet configured.

*Not all printers supported by CentreWare DP can return their **Configured** or **Not Configured** status. If this type of printer is not excluded in **Name:** or **Type:** area, both configured and unconfigured printers of this type will be displayed.*

7 When finished, click once on **OK** to save the changes and exit.

Monitoring your Printer

Overview

You may from time to time want to check the status of your printer(s) to plan for consumables replacement during off-peak usage times. To do this, follow the procedures below.

CentreWare DP supports a wide variety of monochrome and color printers. Each of these printers may have a different set of consumables TABs. The steps below will enable you to choose which consumable TAB to monitor.

This is <u>not</u> available for printers attached to the network with a Xerox External Ethernet Adapter.

Consumables Status

1 Start CentreWare DP from your workstation

2 Select the device you wish to monitor from the **Printers List**.

3 Click once on **Maintenance** button on the Toolbar **OR** select the **Diagnostics** menu and then choose **Printer Maintenance**.

4 Select the TAB you wish to view for the status of that consumable.

CentreWare DP Troubleshooting

Symptoms Chart

Symptoms	Possible Causes
No printers appear in the Printers List.	• Workstation has incorrect client software loaded. • Workstation not connected to network. • Workstation incorrectly cabled to network. • IPX protocol not enabled on workstation or network. • Workstation may be connected to different network segment than printers. • Filter not correctly defined.
Printers appear in the Printers List but the desired printer does not.	• Printer turned off. • IPX protocol not enabled on desired printer. • Desired printer not connected to network. • Desired printer incorrectly cabled to network. • Refresh button not clicked to update Printers List. • Printer may have been connected to different network segment than workstation and SAP is blocked between segments. See **"IPX Discovery" on page 36** • Filter not correctly defined.
When selected, printer returns "unable to communicate" error.	• CentreWare DP is not receiving status information from the selected printer.
More printers visible in Printers List than expected.	• Filter not correctly defined. • Filter not Enabled.
No Status bar at bottom of window.	• Status Bar not enabled under View menu.
No Tool Bar buttons.	• Tool Bar not enabled under View menu.

Printer Upgrade

Overview   Many of the printers which CentreWare DP supports are equipped with Flash ROM on the Main Controller card and/or the Network Interface Card.

Flash ROM enables you to upgrade the "firmware" of your printer without having to physically remove and replace the ROMs.

You should consult your printer documentation to determine if your printer is equipped with Flash ROM and on which card. Also, some printer model supported by CentreWare DP may require the upgrade printer function only be performed while connected to the serial or parallel port of the printer.

CentreWare DP makes the upgrade process easy. Follow the procedure below to quickly update your printer software.

Procedure   This procedure requires special upgrade file(s) for each type of printer. You may obtain these files either from the Xerox Web Site (www.xerox.com), or on a floppy disk. Obtain the upgrade file for your printer, copy it to a workstation hard drive, and record the path (drive and directory) to which it was copied.

In Step 3 below, if the Upgrade Printer entry is not enabled (grayed-out) the selected printer requires direct connection (serial or parallel port) to be upgraded or is not equipped with Flash ROM

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1 Start CentreWare DP from your workstation.

2 Select the desired printer or External Ethernet Adapter

3 Select the **Tools** menu.

4 Select the **Upgrade Printer** or the **Upgrade Network Interface**.

5 The Upgrade Printer process will start and request the path and name of the upgrade file. Enter the path of the upgrade file and click OK.

6 CentreWare DP will copy the file to the printer. Once the upgrade has been completed, the printer will reset.

7 Repeat this procedure if you are upgrading both the Main Controller and the Network Interface Card firmware.

Parallel or Serial port Upgrade

1 At the CentreWare DP Main Screen click the **Tools** menu.

2 From that menu select **Client Setup**.

3 At the Client Setup dialog, select the desired printer model.

4 Select the parallel or serial port of the printer you wish to upgrade.

5 Click **OK**.

6 At the Main Screen, select the parallel or serial printer from the **Printers** list.

7 Select the Tools menu again and from that menu, select **Upgrade Printer**.

8 The Upgrade Printer process will start and request the path and name of the upgrade file. Enter the path of the upgrade file and click OK

9 CentreWare DP will copy the file to the printer. Once the upgrade has been completed, the printer will reset.

IP Discovery

Overview   In addition to being a quick way to setup and monitor your printer on a NetWare network, CentreWare DP has the ability to monitor printers on a network utilizing the TCP/IP protocol. This feature is especially important on mixed networks or Intranets where TCP/IP may be used in conjunction with other protocols.

IP discovery is not available on systems running Windows 3.11

Startup Procedure

1   Start CentreWare DP on a workstation.

2   **Select the IP** radio button located below the Printers List.

3   CentreWare DP will scan the local subnet of your network for printers with a TCP/IP address.

4   When the scan has completed, any CentreWare DP supported printer on your subnet will be displayed in the printers list.

5   To test, select a printer and CentreWare DP will communicate with that printer and update the status window graphic to indicate the printer being monitored.

6   **Select the Diagnostics** menu. From this menu select the **Printer Maintenance** entry.

7   A new dialog will open containing consumable (Toner, Developer) information for the selected printer.

8   **Any supported printer on your subnet can be accessed using this procedure. To expand printer discovery to other subnets or to limit it to specific printers, *see the section entitled Configuration Procedure*.**

Configuration Procedure

> ⚠ *If your network is connected directly to the Internet or a WAN, use caution when **setting the Subnet Mask parameter.***

1 Start CentreWare DP on a workstation.

2 **Select the IP** radio button located below the Printers List.

3 CentreWare DP will scan the local subnet of your network for printers with a TCP/IP address.

4 When the scan has completed, any CentreWare DP supported printer on your subnet will be displayed in the printers list.

5 **Select the Tools** menu. From this menu select the **IP Discovery** entry.

6 TCP/IP discovery outside your subnet can be enabled by when you set these parameters:

  • **Subnet Mask** - A fixed value that sets a range of TCP/IP addresses to search.

  • **Subnet Addresses** - Sets a range of subnets to search. A Subnet address may be any **address within the subnet.**

7 Information on one or more specific printers may be discovered by use of this parameter:

- **IP Addresses** - Sets a list of specific TCP/IP addresses to search.

8 Plan your search strategy based on the relative locations of your printers and make the appropriate changes.

9 It may be necessary to change these parameters as printers are added or moved on the network.

10 Once these parameters are set, you can choose a device from the **Printers List** and monitor or verify it's hardware configuration.

IPX Discovery

CentreWare DP has the capability of installing and monitoring printers in IPX mode that are on a separate subnet where the SAP traffic is blocked. Use the following procedure to setup manual discovery.

Configuration Procedure

Before you begin, print a Configuration Sheet at your printer and note the Ethernet Hardware Address and NetWare Network Number.

1 Start CentreWare DP on a workstation.

2 CentreWare DP will scan the local subnet of your network for printers.

3 When the scan has completed, any CentreWare DP supported printers on your subnet will be displayed in the printer list.

4 Select the **Tools** menu. From this menu select the **Add IPX Printer** entry.

5 In the box, type in the NetWare Network Number followed by a dash, then the Ethernet Hardware Address for your printer.

For Example:

    0001AB6-00:00:AA:79:05:DC

6 Click **Add.**

7 Click **OK.**

8 At the main CentreWare DP window, click **Refresh.** Your printer should now appear in the printer list.

9 Once these parameters are set, you can choose a device from the Printer List. You can now monitor or verify the hardware configuration of this device.