



Cyclope Enterprise Printer Monitor

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1. Overview

Cyclope Enterprise Printer Monitor is an advanced solution that monitors and reports the activity of all printers connected to a computer. Designed for print servers within your organizations the solution allows you to manage printers load, printing activities and costs.

Cyclope Enterprise Printer Monitor records all printing activity performed within an organization. The application can monitor an unlimited number of printers and give reports of each user who has accessed these printers. Cyclope Enterprise Printer monitor is designed to help companies have a control over the printers and printing costs.

- Monitor all printers connected to a computer
- Record print job details including user, document name, number of pages, date and time when the job occurred
- Monitor cost of each printing job
- Provide reports on printers and users
- Provides aggregated period statistics for users and printers
- Easy to use web interface

2. Monitoring Printers

If you are using a network printer you have to create a print server on the computer where Cyclope Enterprise Printer Monitor is installed.

Please follow the next steps in order to configure your Print Server:

- Go to **Printer and Faxes** section from **Control Panel**, and there choose **Add New Printer**. Chose "Local Printer attached to this computer", uncheck "Automatically detect and install my Plug and Play Printer". Press Next.



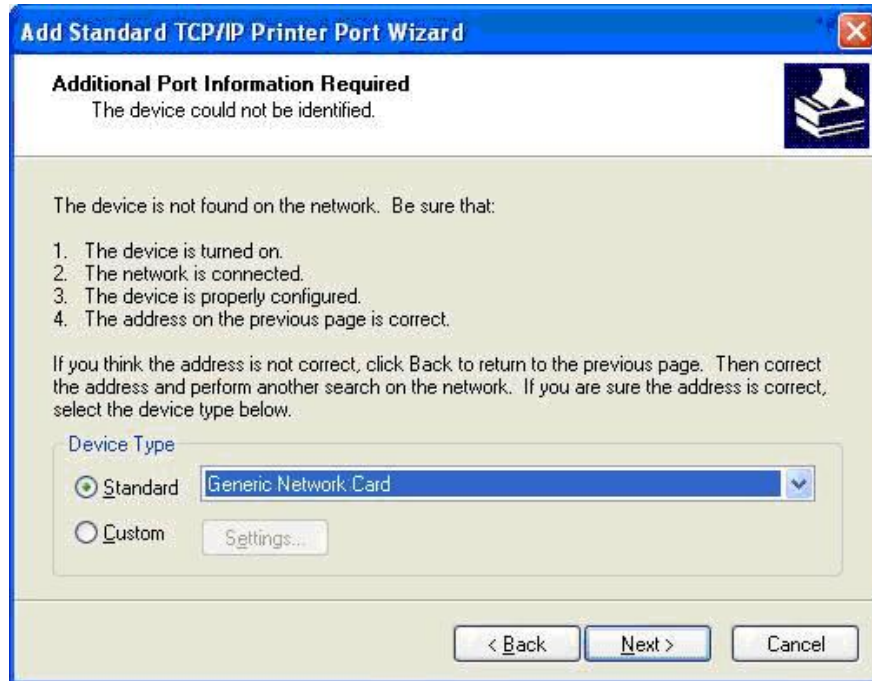
- In the new dialog please choose "Create New Port". Select The TCP/IP port type. Press Next.



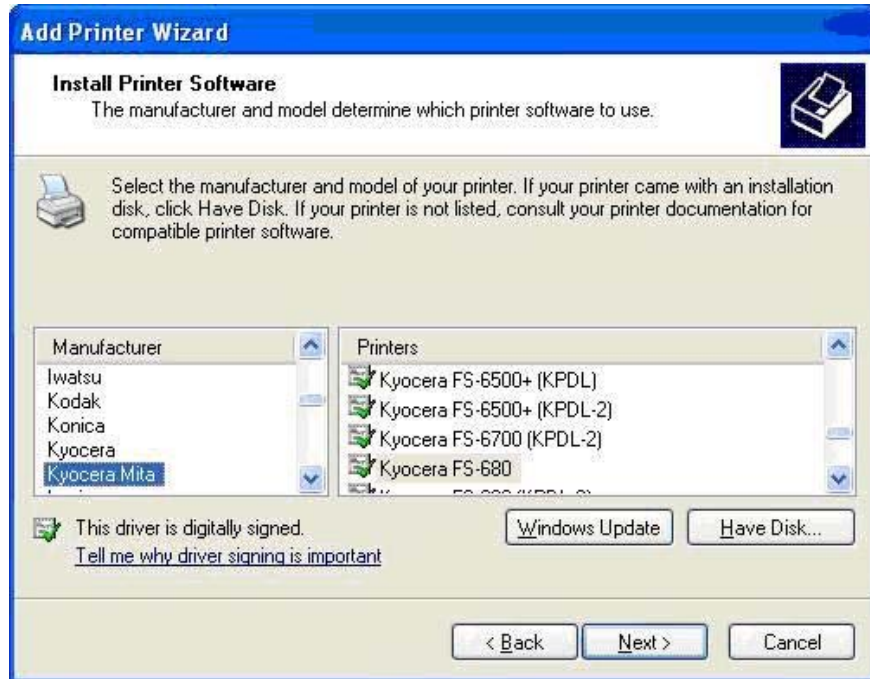
- Enter the printer address (e.g.: 10.0.0.94) the port name is automatically set (e.g.:Port_10.0.0.94). You can change the port name if you want Press Next.



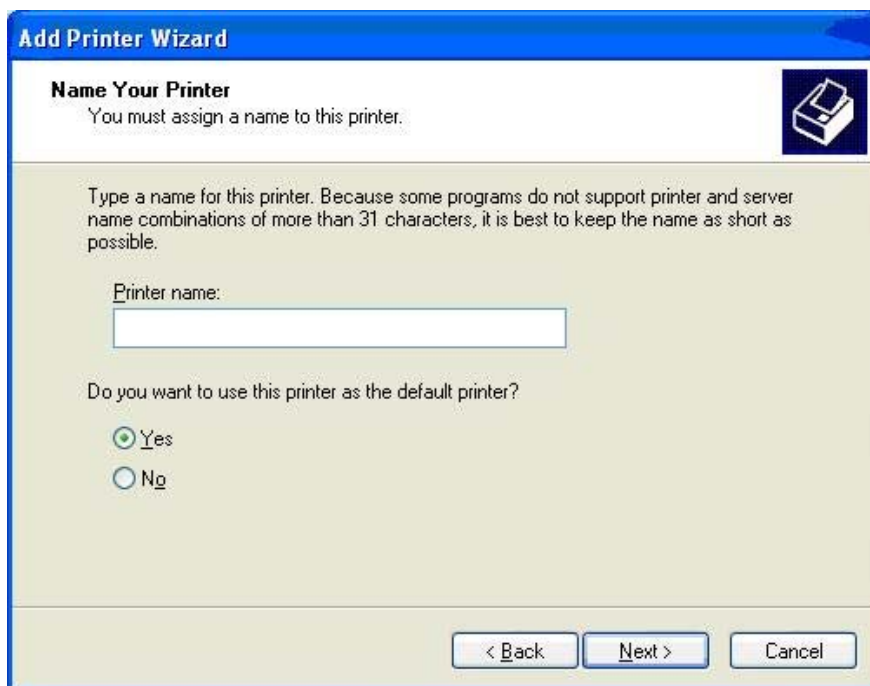
- You have to choose the device type if in the list you can find your printer please choose that one. If the name isn't in the list choose "Generic Network Card". Press Next.



- The next step consists in the installation of the driver for the printer (it can be found on the CD supplied with the printer). If the printer isn't in the list press have disk and choose the printer driver from the driver CD.



- Please enter the name of the printer. Press Next.



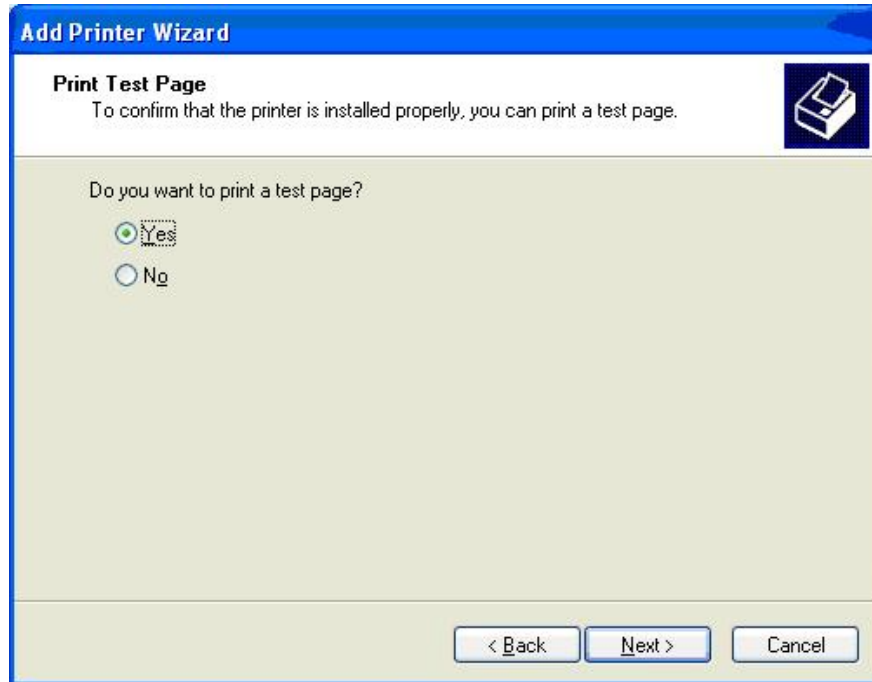
- Enter the share name of the printer. Press Next.

The screenshot shows a Windows-style dialog box titled "Add Printer Wizard". The current step is "Printer Sharing", which includes a printer icon and the text: "You can share this printer with other network users." Below this, it explains that a share name is required for sharing. There are two radio button options: "Do not share this printer" (unselected) and "Share name:" (selected). The "Share name:" option is followed by an empty text input field. At the bottom of the dialog, there are three buttons: "< Back", "Next >", and "Cancel".

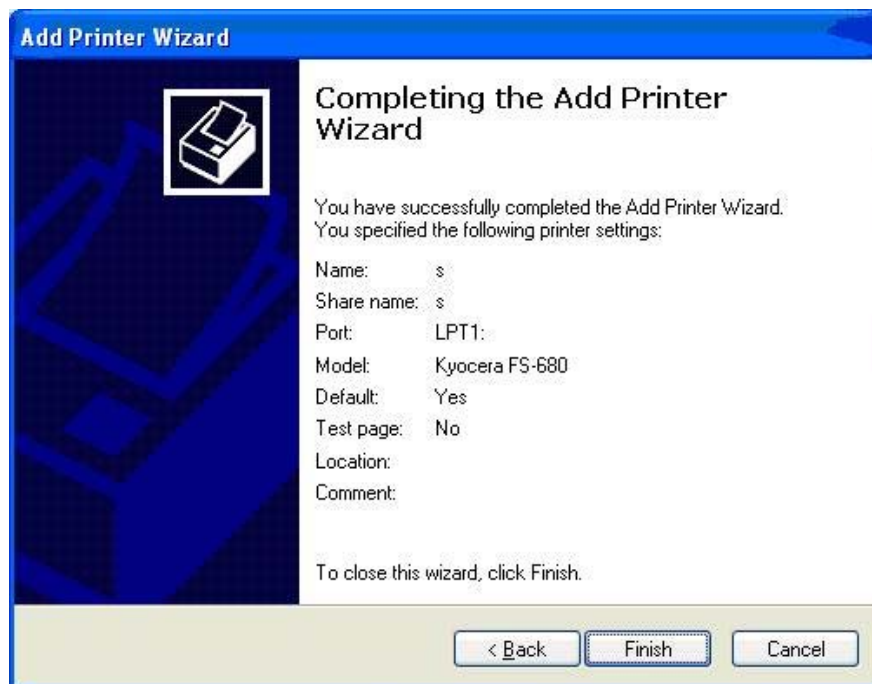
- If you want you can enter some comments regarding the printer. Press Next.

The screenshot shows the next step in the "Add Printer Wizard", titled "Location and Comment". It includes a printer icon and the text: "You have the option of supplying a location and description of this printer." Below this, it explains that users can describe the printer's location and capabilities. There are two text input fields: "Location:" and "Comment:". At the bottom of the dialog, there are three buttons: "< Back", "Next >", and "Cancel".

- Print a test page to check that the printer was correctly installed. Press Next.



- Press finish to finish the setup wizard.



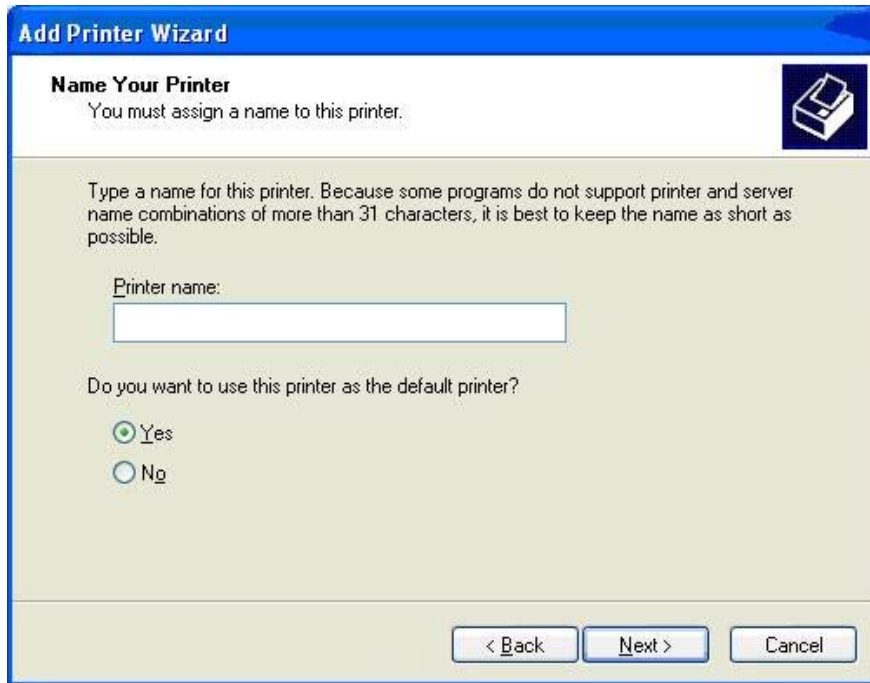
If you are using a printer connected the computer using the USB or Parallel Port please follow the next steps in order to configure your printer to be monitored by Cyclope Enterprise Printer Monitor:

- Go to **Printer and Faxes** section from **Control Panel**, and there choose **Add New Printer**. Chose "Local Printer attached to this computer", check "Automatically detect and install my Plug and Play Printer". Press Next.

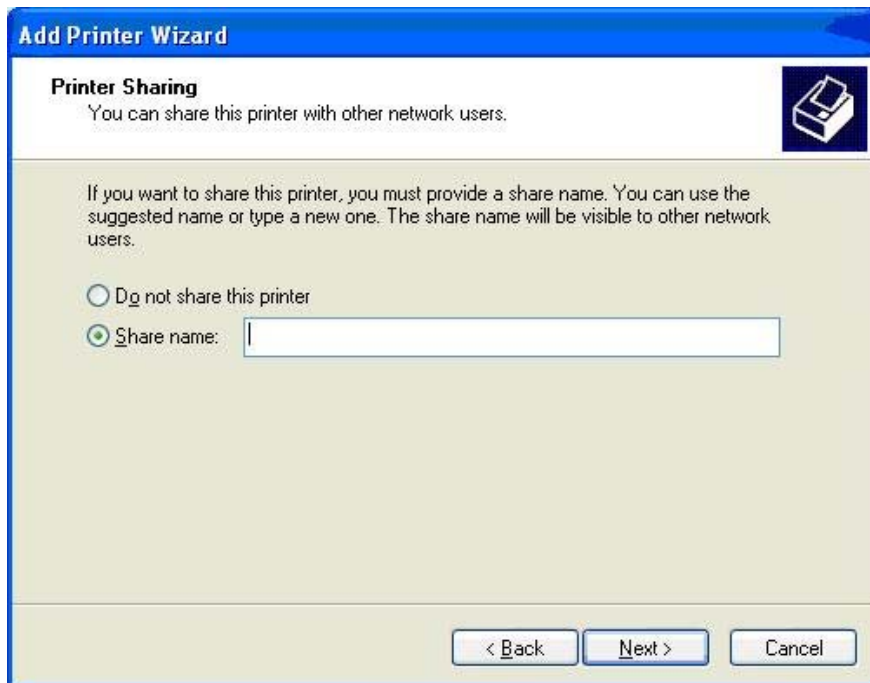


- Now Windows will search for the printers connected to your computer. When the printer is found you have to install the driver from the CD supplied with the printer.

- After the driver installation, you have to enter the printer name. Press Next.



- Please select "Share name", and enter the printer name. Press Next.



- If you want you can enter some comments regarding the printer. Press Next.

The screenshot shows a window titled "Add Printer Wizard" with a blue header. Below the header, the title "Location and Comment" is displayed in bold. Underneath, a subtitle reads "You have the option of supplying a location and description of this printer." To the right of this text is a small icon of a printer. Below the subtitle, a paragraph explains: "You can describe the location and capabilities of this printer. This information may be helpful to users." There are two text input fields: "Location:" followed by a single-line text box, and "Comment:" followed by a larger multi-line text box. At the bottom of the window, there are three buttons: "< Back", "Next >", and "Cancel".

- Print a test page to check that the printer was correctly installed. Press Next.

The screenshot shows a window titled "Add Printer Wizard" with a blue header. Below the header, the title "Print Test Page" is displayed in bold. Underneath, a subtitle reads "To confirm that the printer is installed properly, you can print a test page." To the right of this text is a small icon of a printer. Below the subtitle, the question "Do you want to print a test page?" is asked. There are two radio button options: "Yes" (which is selected) and "No". At the bottom of the window, there are three buttons: "< Back", "Next >", and "Cancel".

- Press Finish to close the setup wizard.

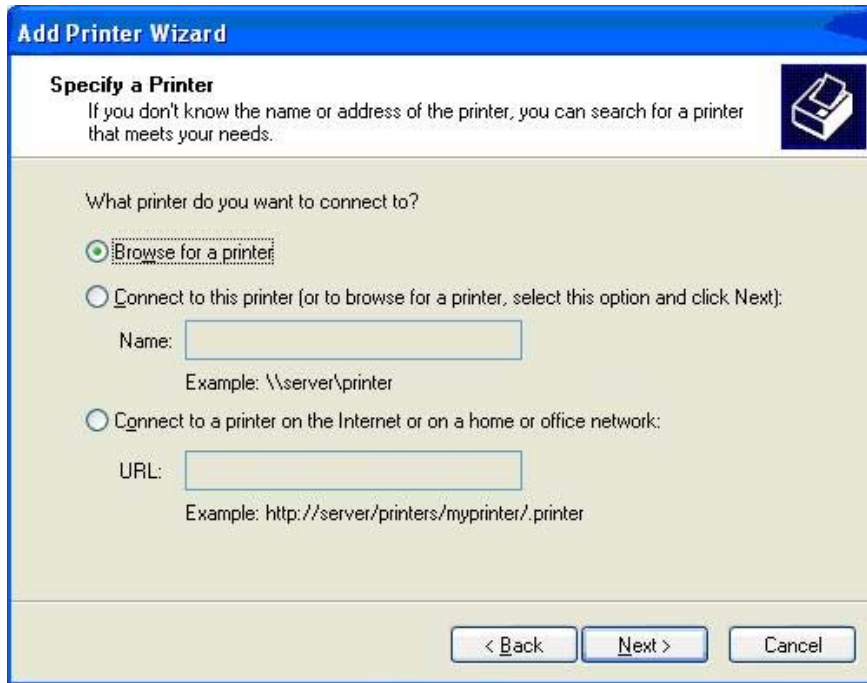


To configure the network computers (other than the server) please follow the next steps:

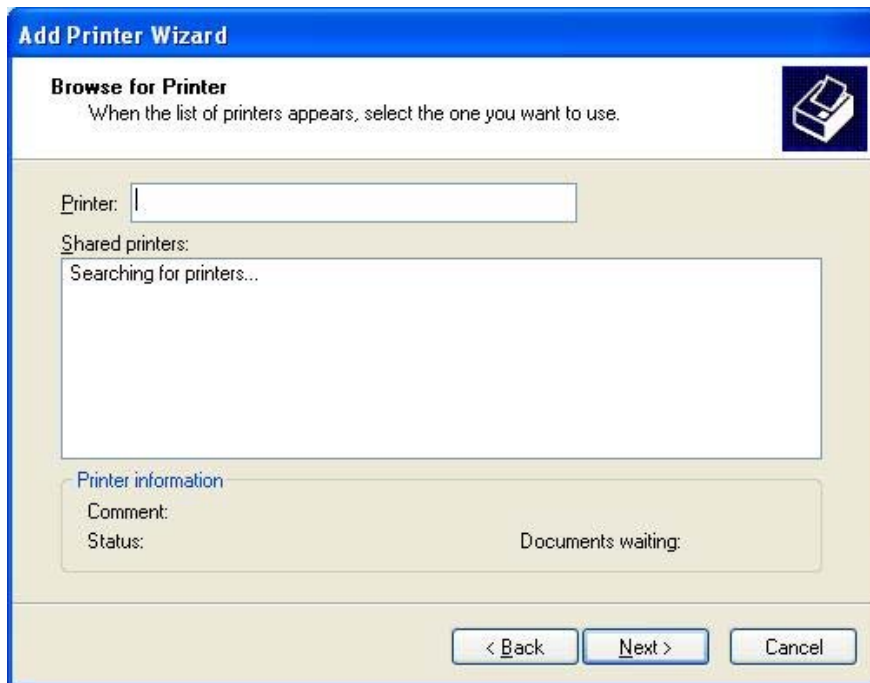
- Go to **Printer and Faxes** section from **Control Panel**, and there choose **Add New Printer**. Chose "A network Printer or a printer attached to a computer". Press Next.



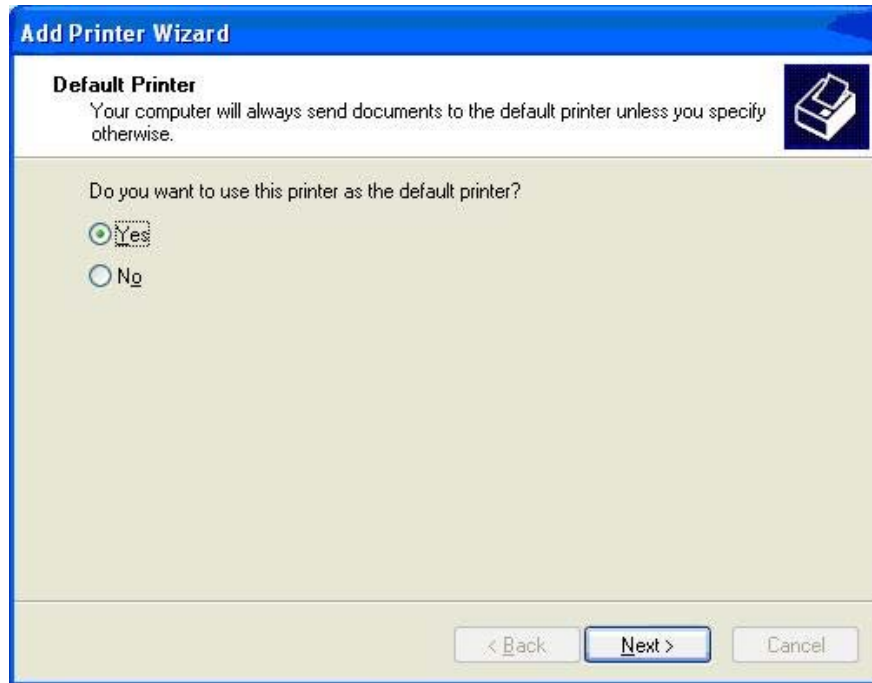
- Please make sure that the option browse for a printer is checked. Press Next.



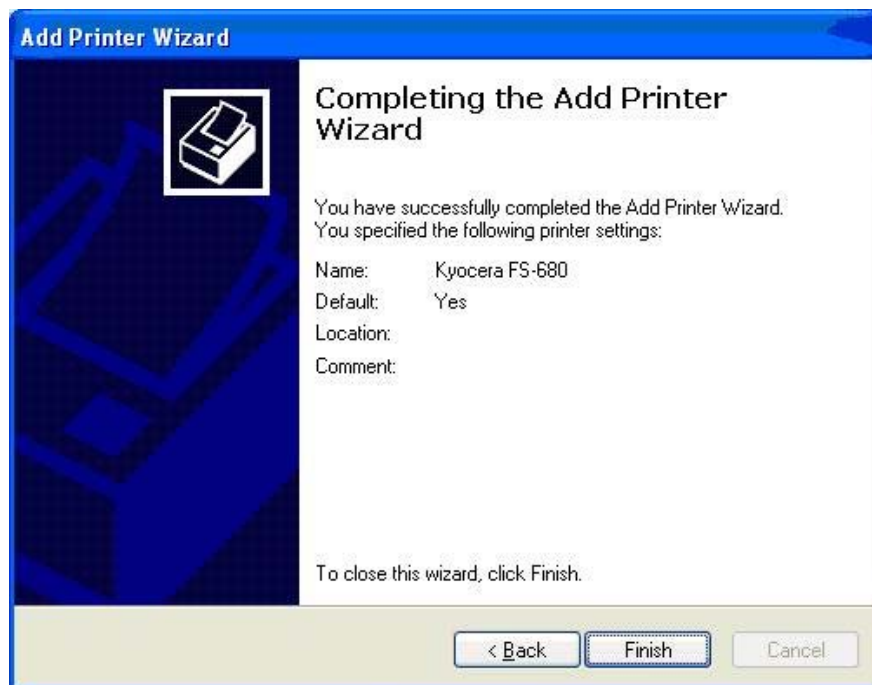
- After you press next you should see all the computers from your network. Please choose the computer where the printer is installed and then you should see the shared printers. Choose the printer you wish to install and press next.



- Choose if you want to use the printer as the default printer. Press Next.



- Print a test page to see if the printer was correctly installed. Press Next



3. Administration

3.1 Monitored Printers

This section allows you to see the list of monitored printers, modify printer costs, add or remove monitored printers.

3.1.1 View Monitored Printers

The list contains the available printers that undergo monitoring and the associated cost for one printed page.

[Monitored Printer](#) | [Monitored Users](#) | [Administrative User Accounts](#) | [Registration](#)
[View Monitored Printers](#) | [Modify Printer Cost](#) | [Add New Printer](#) | [Remove Printer](#)
View Monitored Printers

>>

Printer Name	Cost
Kyocera Mita FS-1010 (KPDL-2)	2

3.1.2 Modify Printer Cost

To modify the cost for a monitored document, select one printer, write the new value then press Modify Cost to save changes.

[Monitored Printer](#) | [Monitored Users](#) | [Administrative User Accounts](#) | [Registration](#)
[View Monitored Printers](#) | [Modify Printer Cost](#) | [Add New Printer](#) | [Remove Printer](#)
Modify Printer Cost

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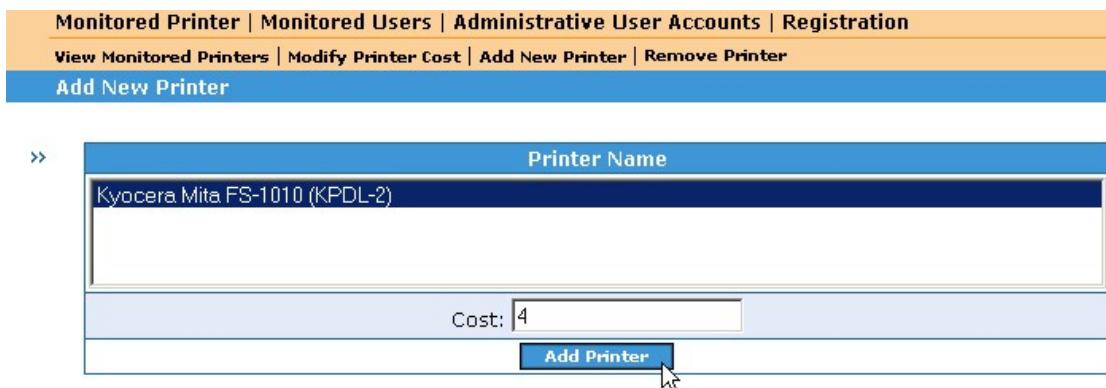
Printer Name
Kyocera Mita FS-1010 (KPDL-2)
Cost: <input type="text" value="2"/>
<input type="button" value="Modify Cost"/>

Note: please use integer values for costs, do not use comma/dot separated values.

Correct Cost: 2 cents / page
Incorrect Cost: 2.5 cents / page

3.1.3 Add New Printer

Select a printer form the available printer list to monitor, set the cost per page for the selected printer and press Add Printer button.



Note: please use integer values for costs, do not use comma/dot separated values.

Correct Cost: 2 cents / page
Incorrect Cost: 2.5 cents / page

3.1.4 Remove Printer

Select the printer from the monitored printer lists then press Remove Printer to have it deleted from the monitored printer list.

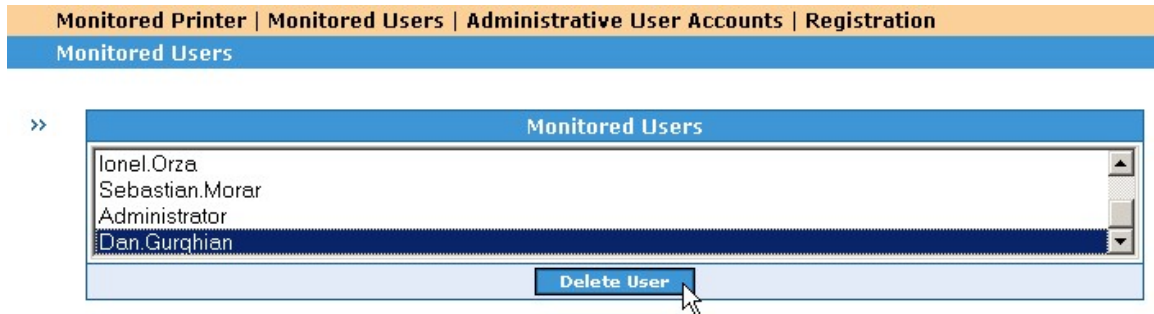
Monitored Printer | Monitored Users | Administrative User Accounts | Registration
View Monitored Printers | Modify Printer Cost | Add New Printer | Remove Printer
Remove Printer



Note: A printer after being removed will no longer be monitored but the logs collected from the printer will be kept (number of pages printed, the documents printed, the users who used the printer during the period the printer was monitored by Cyclope Enterprise Printer Monitor).

3.2 Monitored Users

The list contains the list of all users that have ever used the monitored printers. To remove the user from the list, press Delete User.



Note: The user together with his logs will be removed.

3.3 Administrative User Accounts

This section allows you to define the users and the permission for accessing the Cyclope Enterprise Printer Monitor user interface.

3.3.1 View Accounts

The current list of existing user accounts. The administrator can see logs and customize the application while the users can only view the logs.

[Monitored Printer](#) | [Monitored Users](#) | **[Administrative User Accounts](#)** | [Registration](#)
[View Accounts](#) | [Add Account](#) | [Remove Account](#) | [Modify Account](#)
View Accounts

Account Name	Type
admin	Administrator
user	User

Note: Only the administrator can create or modify accounts and view the Administration section.

3.3.2 Add Account

To create a new account, insert the information required and specify the account type.

[Monitored Printer](#) | [Monitored Users](#) | **[Administrative User Accounts](#)** | [Registration](#)
[View Accounts](#) | **[Add Account](#)** | [Remove Account](#) | [Modify Account](#)
Add Account

Account Information	
Username:	<input type="text" value="dan"/>
Type Password:	<input type="password" value="....."/>
Retype Password:	<input type="password" value="....."/>
Account Type:	<input type="text" value="Administrator"/>
<input type="button" value="Add Account"/>	

Note: Only the administrator can create or modify accounts and view the Administration section.

3.3.3 Remove Account

For removing, choose the account form the list then press Remove Account.



Note 1: the changes apply automatically so after the account is removed the user will no longer be able to access the Cyclope Enterprise Printer Monitor user interface. If the user is logged when the account is removed no pages will be loaded.
 Note 2: If by mistake you remove all users accounts please contact our support team in order to provide you access to the restricted administrator account which cannot be deleted.

3.3.4 Modify Account

To change the account login, chose the account, type and then retype the password and Press Modify Account.



3.4 Registration

In this section you can see your registration information. (the user name, the email address, the maximum number of monitored printers and the license validity).

Monitored Printer Monitored Users Administrative User Accounts Registration
Registration

>>

License Information	
Name:	Trial Copy - 10 days left
Email:	
Number of printers:	
License valid until:	

4. Statistics

The reports section allows you to set various customizable reports according to the printer and the users using those printers.

4.1 Printer Statistics

Choose a printer from the monitored printers list to see the statistics. The report contains the date and time, the user and the name of the document, the number of printed pages and the associated cost for that job. The application provides periodical reporting. To select a period, click the dropdown list.

Printer Statistics | User Statistics | Aggregated Statistics | Reporting

Printer Statistics

>>

Date	Time	User	Document	Printer	Pages	Cost
03/31/2006	20:18	Ionel.Orza	Remote Downleve l Document	Kyocera Mita FS -1010 (KPDL -2)	0	0
03/31/2006	20:30	Ionel.Orza	Remote Downleve l Document	Kyocera Mita FS -1010 (KPDL -2)	0	0
04/01/2006	17:09	Dan.Gurghian	Microsoft Word - Mail pT N emti	Kyocera Mita FS -1010 (KPDL -2)	2	4
04/01/2006	17:11	Dan.Gurghian	Microsoft Word - Mail pT N emti	Kyocera Mita FS -1010 (KPDL -2)	2	4
04/03/2006	10:56	Administrator	2005-11-23 wbs3 2 (ENGLISH) 2 (3).pdf	Kyocera Mita FS -1010 (KPDL -2)	8	16
04/03/2006	11:39	Dan.Gurghian	Microsoft Word - key micro soft	Kyocera Mita FS -1010 (KPDL -2)	1	2

Note: When printing the report, make sure you first make a preview of the document to see if the table fits the page. In case it needs adjustment, set the page to best fit the table from the browser File/Page Setup.

4.2 User Statistics

Choose a user from the users list to see the statistics. The application provides also periodical reporting. To select a period, click the dropdown list.

Printer Statistics | **User Statistics** | Aggregated Statistics | Reporting

User Statistics

>> **User Name** This Quarter ▾

- Ionel.Orza
- Sebastian.Morar
- Administrator
- Dan.Gurghian

Print Report 

>>

Date	Time	User	Document	Printer	Pages	Cost
04/01/2006	17:09	Dan.Gurghian	Microsoft Word - Mail pT N emti	Kyocera Mita FS -1010 (KPD L -2)	2	4
04/01/2006	17:11	Dan.Gurghian	Microsoft Word - Mail pT N emti	Kyocera Mita FS -1010 (KPD L -2)	2	4
04/03/2006	11:39	Dan.Gurghian	Microsoft Word - key micro soft	Kyocera Mita FS -1010 (KPD L -2)	1	2

Note: When printing the report, make sure you first make a preview of the document to see if the table fits the page. In case it needs adjustment, set the page to best fit the table form the browser File/Page Setup.

4.3 Aggregated Statistics

Choose a period for which to see the aggregated reports on users and printers. The list contains all printing jobs details for the selected period

Printer Statistics | User Statistics | **Aggregated Statistics** | Reporting

Aggregated Statistics

>> **Time Period**

- Today
- Yesterday
- This Week
- Last Week
- This Month
- Last Month
- This Quarter**
- Last Quarter
- This Semester
- Last Semester
- This Year
- Last Year

Print Report

>>

Date	Time	User	Document	Printer	Pages	Cost
03/31/2006	20:18	Ionel.Orza	Remote Downleve I Document	Kyocera Mita FS -1010 (KPDL -2)	0	0
03/31/2006	20:30	Ionel.Orza	Remote Downleve I Document	Kyocera Mita FS -1010 (KPDL -2)	0	0
04/01/2006	17:09	Dan.Gurghian	Microsoft Word - Mail pT N emti	Kyocera Mita FS -1010 (KPDL -2)	2	4

Note: When printing the report, make sure you first make a preview of the document to see if the table fits the page. In case it needs adjustment, set the page to best fit the table form the browser File/Page Setup.

4.4 Reporting

The Reporting feature provides email reports to the specified email address. The Cyclope Enterprise Printer Monitor sends you the **Aggregated Statistics** on daily basis.

Please make sure that the Enable Email Reporting option is checked and always use the Test Email feature in order to verify if you receive emails. If you do not want to use our email server, you can use your own email server by modifying the authentication information.

Configure E-mail Reporting Settings	
E-mail Address:	<input type="text" value="dan.gurghian@amplusr"/>
Name:	<input type="text" value="APM"/>
E-mail Address:	<input type="text" value="apm@amplusnet.com"/>
Authentication Method:	<input type="text" value="AUTH LOGIN"/>
User Name:	<input type="text" value="apm@amplusnet.com"/>
Password:	<input type="password" value="•••"/>
Mail Server	<input type="text" value="mail.amplusnet.com"/>
Port:	<input type="text" value="25"/>
	<input checked="" type="checkbox"/> Enable E-mail reporting
<input type="button" value="Test E-mail"/>	<input type="button" value="Save Settings"/>

Note: When printing the report, make sure you first make a preview of the document to see if the table fits the page. In case it needs adjustment, set the page to best fit the table from the browser File/Page Setup.

5. Support



E-mail Support

For any technical related question please contact our technical support team: tehnic.cyclop@furnizor-it.ro

For any sales related questions please contact our sales support team: vanzari.cyclop@furnizor-it.ro



Phone Support

Our phone support lines (available during working days):
+40 332 411 238 / +40 753 847 796