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GLOSSARY **45**

Introduction

Welcome

Welcome to Print Server, the solution for printing to network printers from a Windows-based terminal (WBT). Print Server provides WBT users connected to a Windows NT 4.0 network with an easy and flexible way to print files and documents. Print Server fully supports your role as print administrator with a simple, intuitive administrative facility.

Features

Print Server is comprised of **client components** for Windows-based terminals (WBTs) and **server components** for Windows NT 4.0.

Specific features include print support for:

- Any Windows CE-based application that utilizes the Windows CE Print Manager
- Formatted and pre-formatted (raw pass-through) print requests
- Multiple print servers and multiple printers per server
- Any networked Windows NT 4.0-compliant printer

In addition, Print Server offers:

- Centralized print administration and management for all CE-based devices via the Windows NT 4.0 control panel
- One universal print driver resident on client- eliminates need to store multiple drivers
- Small footprint of approximately 50K on the client device
- Server software component that runs as a Windows NT 4.0 service

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Print Server Overview

General Overview

The Print Server facility provides a CE-based application running on a Windows-based Terminal (WBT) the ability to print to networked printers. In addition, Print Server supports pass-through print functionality as required by host applications.

The Print Server facility consists of:

- Server software residing on a Windows NT 4.0 server
    - Print server control manager (control panel application)
    - Print server administrative tool
    - Print server utility
- Client software running on the Windows CE-based device
    - Universal print driver
    - Configuration utility

The figure below provides an overview of the Print Server software interaction with network print services:
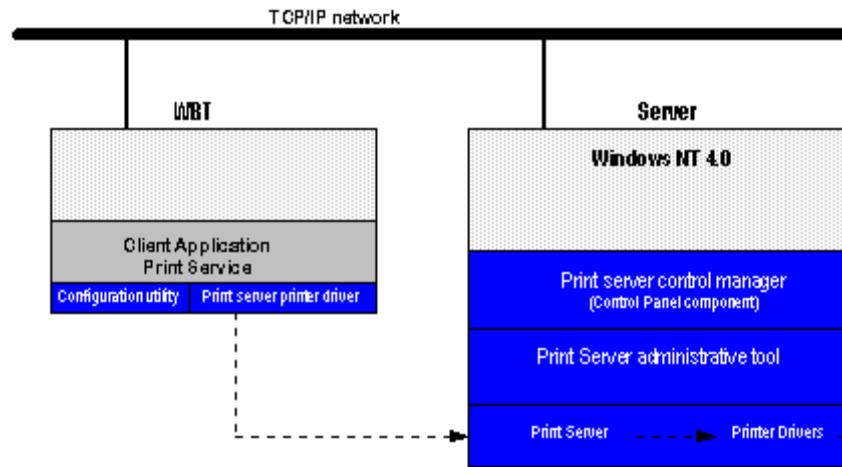
Installation & Configuration Overview

The Print Server administrative tool provides the administrator interface used to set up, modify and remove user access to the print functionality provided by Print Server.

Before users can print to network printers, an administrator must:

1   Set up a Print Server account on a Windows NT server and then log onto the server using the Print Server account.

2   Make network printers accessible to the Print Server account.

3   Install the Print Server software. The Print Server is a Windows NT service. It must be installed on a system running Windows NT Server or Windows NT Server, Terminal Server Edition. Network printing from Network Stations is not possible if the Print Server is not installed, if the server machine is not operating, or if the Print Server service has been disabled.

4   Specify which Network Station users, or groups of users, will have access to which printers. Only those printers visible to the Print Server account under which the NetPrint Print Server was installed can be made available to TEC users.

5   Configure the NetPrint client on each Network Station to locate the Windows NT Server running the NetPrint Print Server software.

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Printers Available in Print Server

Print Server is designed to allow maximum flexibility in assigning network printing resources while maintaining the level of security needed by your network environment.

Printers that can be **available to Print Server** are:

• All printers installed on the network, *or*

• A subset of all printers on the network

Printers that can be **available to network users** are:

• All printers made available to Print Server, or

- A subset of all printers available to Print Server

Printers are made available to Print Server through:

1) the creation of a user *account* for Print Server,

2) giving the Print Server account permissions to all printers to be accessed through the service.

3) installing or adding printers to the Print Server *account* through the Windows Add a Printer wizard.

The figure below shows the relationship of network printers that can be made available to Print Server:
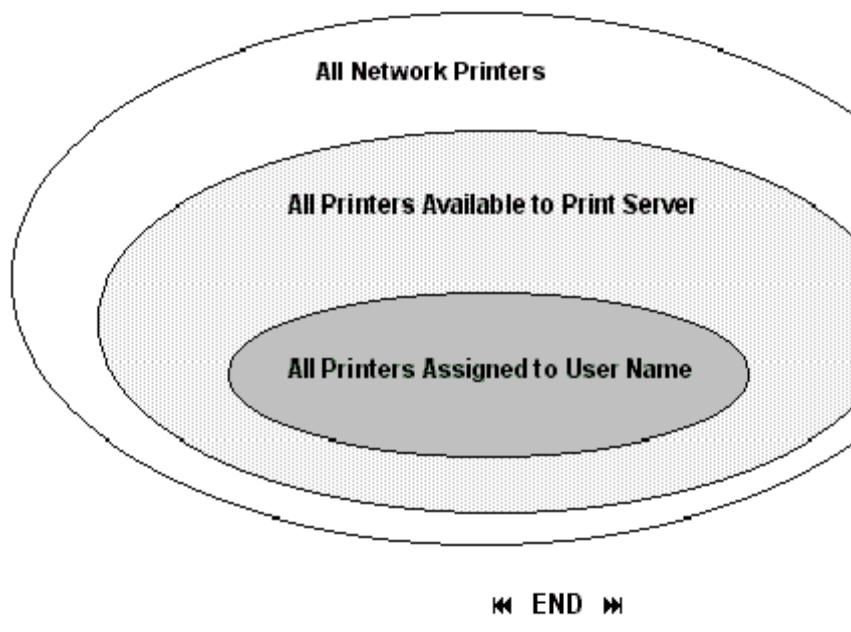
About Print Server

The NetPrint Print Server **Configuration** dialog box appears when the **About Print Server** command is accessed.
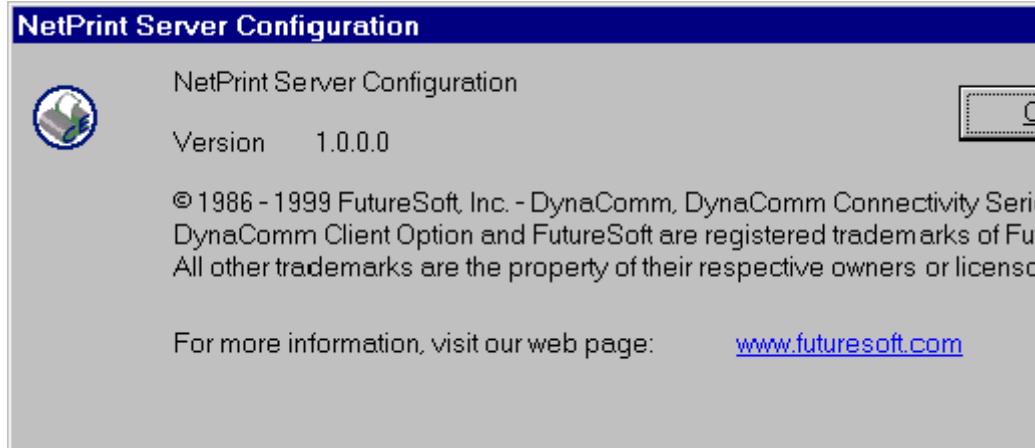
This dialog box provides several pieces of important information. You may be asked some of this if you call

our support services group:

- Full product name

- Version number

- Copyright and trademark information

- Web page link

With this dialog box on display you can:

- Click **Close** to close the dialog box and return to Print Server.

- Click the web address link to start your browser and access the FutureSoft web site.

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Before You Begin

Print Server functions as a self contained but dependent component of the CE operating system. This means that the CE operating system can function without Print Server. However, the print server expects both server and client elements of the CE operating system to be in place and available for proper print functionality to occur.

Before you begin using Print Server we recommend that you familiarize yourself with Print Server basic concepts. User names and printer categories are the basis for the functions and methods used in the Print Server administrative tool. This information is reviewed in the following topics:

- Print Server Components and Interface to NT

- Print Server Account

- Print Server Printer Categories

- Print Server User Names

- User Printing Activities

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Getting Help

Available Documentation

The following documentation products are available for Print Server:

- **This Online Help System**

  Provided with the Print Server package, this system contains information on product use for configuring printers and user access and technical information for diagnosing and resolving common problems. This information is accessed through the Help menu or with the F1 key.

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About This Help System

This Help system provides detailed information for the system and/or print administrator about the Print Server product, installation and functions. It is designed to be used as a reference tool in your everyday work with Print Server as well as provide general, overview information about the product.

This Help assumes you have a working knowledge of your network's operating system and its conventions, including how to use a mouse and standard menus, toolbars and dialog boxes and their components. In addition, the help system assumes you are familiar with the functionality and operation of the Windows based terminal (WBT) as well. For help with any of these operations or techniques, please see your Windows NT and WBT documentation.

Two levels of help are provided within the Help system:

- **Standard Help** through the Help Topics selection on the Help menu.

   This level displays the Help window with a Contents tab, Find tab and a Search tab. Selecting the tabs provides different methods of accessing the various help topics.

   The Contents tab lists the various Help topics in book fashion. The book icon represents chapters or major headings within chapters. The page icon lists an individual Help topic. You can double click to open a book or to view a topic, or you may choose to use the buttons at the bottom of the dialog box to do the same.

   The Search tab provides 1) a text box for entry of a word to look for, and 2) a list of keywords representing an index of all topics. The keywords represent categories of concepts or functions. The word you enter in the text box is matched against the keywords. The list of keywords will reposition alphabetically as you enter a word in the text box. When a keyword(s) appears that you would like to explore, you can either double click the keyword or use the buttons at the bottom of the dialog box to display the associated topic.

   The Find tab provides a search function to look for specific words and phrases on a word-by-word basis. Simply follow the wizard prompts to build a database of every word in every topic in the Help system.

- **Window-level Help** with the F1 key.

   When you press F1, a Help topic corresponding to the active window appears. The Help topic provides a list of topic choices. Each choice is a link to a Print Server concept or task.

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Help System Conventions

Please refer to the following document conventions when you are working with the Online Help system for Print Server.

Topic formatting

Each topic starts with a title in a blue non-scroll area that remains displayed as you scroll through the topic contents. Each topic ends with "◄◄ END ►►" (end-of-topic marker) to signal that no further information is provided.

Element formatting

Element	Format	Example
Commands	lowercase, bold	**add user**
Button name	initial capitals, bold	**Add**
Dialog box name	initial capitals, bold	**Printers**
Field name	initial capitals, bold	**User Name**
Keyboard key	all capitals, regular	ALT+N
Menu command	initial capitals, bold	**New User**
Menu name	initial capitals, bold	**User**
Window name	initial caps, regular	NetPrint Print Server

Icons

Three different icons are used in the Help system to indicate different actions expected from you.

Icon	Label	What it means
	NOTE	The information following the Note icon is simply for you to consider. No specific action is required by you.
	CAUTION	The information following the Caution icon is to be evaluated in the context of your possible actions with the function you are performing. Certain conditions or events may happen that you may or may not want to occur.
	WARNING	The information following the Warning icon is explaining why the action you asked to perform is not possible.

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Installation

Software Requirements

NetPrint Print Server requires **both** of the following:

– Windows NT 4.0

– Windows CE operating system 2.0 or higher

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Install Notes

Installing Print Server is a straightforward process. After launching the Setup program, simply follow the on-screen instructions. Before you begin though we recommend the following:

Before You Begin

1 Backup the installation media.

Create at least one backup copy and use it for installation.

2 Locate the product serial number.

During the installation process, you will be required to enter a valid product serial number. The serial number is located on the installation media and your product registration card.

3 Close applications.

Before starting the installation program, quit any running applications to ensure a smoother installation process.

Below are items you should **review carefully** before installing Print Server. Depending upon your particular networking environment, some items may require different actions during installation.

1 Setting up the Print Server account name

a The system administrator establishes a *user name/password* for the Print Server account in Windows NT.

The Print Server account can be set up before or **during installation**. During installation you will be prompted for the Print Server *user name* and *password*. If the *user name* does not exist on the NT machine the installation process will create the account. The *user name* for the account should be something easily associated with Print Server, such as, *CEPrint*.

The Print Server *user name* must be established on:

- the NT machine where Print Server is installed, *and*

- on all non-Windows network(s) that provide printers to Print Server, such as Novell, Banyon, etc.

See also Print Server Account

b The Print Server account must be given access permissions for **all** printers that are to be available through Print Server.

c After installation, the system administrator logs on to the network with the Print Server *user name/password* and installs **all** printers to be available through Print Server with the Add a Printer wizard.

2 Creating the *anonymous* user name in Print Server.

During the installation, you will be prompted to create the *anonymous* user name. The **User Properties** dialog box is displayed with "anonymous" in the User Name field. You cannot change the name nor can you dismiss the dialog box. You must click **OK**.

The *anonymous* user name is used to automatically assign printers when user names are created by Print Server, if you choose to use this feature. See User

Names in Print Server for more information on this process.

3   Installing Print Server

The installation program:

a   Copies Print Server files.

b   Installs print service.

By default Print Server establishes the printer port as 0x999 (hex). The port number specified during the installation of the server must also be configured and downloaded to the WBT.

c   Installs Print Server Configuration (administrative component).

You can determine a successful installation by opening CE Services from the Control Panel and looking for the WCE Print Service icon.

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Printer Settings Dialog

The **Printer Settings** dialog is used:

• during the client installation to set up certain parameters for access to the NetPrint service.

• when the end user needs to switch between printers accessible through NetPrint.

The **Printer Settings** dialog has two tabs:

• **Print Server**

• **Printers**

Each tab contains information that is used by NetPrint and the end user.

See also   Print Server tab on the Printer Settings dialog .

Printers tab on the Printer Settings dialog .

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Print Server Tab on the Printer Settings Dialog

The first tab on the **Printer Settings** dialog is **Printer Server**. This tab contains:

• **Server Address**

IP Address	Displays the IP address of the Windows-based terminal.
Host Name	Displays the Host address where the NetPrint service is resident.
Port Number	Displays NetPrint port number.

• **Printers**

List of printers	Displays the current default printer; clicking the down arrow button displays all printers available to the user.

Device ID	User Name established to access printing services through NetPrint.

This name **must match** the name set up in NetPrint Configuration for print requests to be processed.
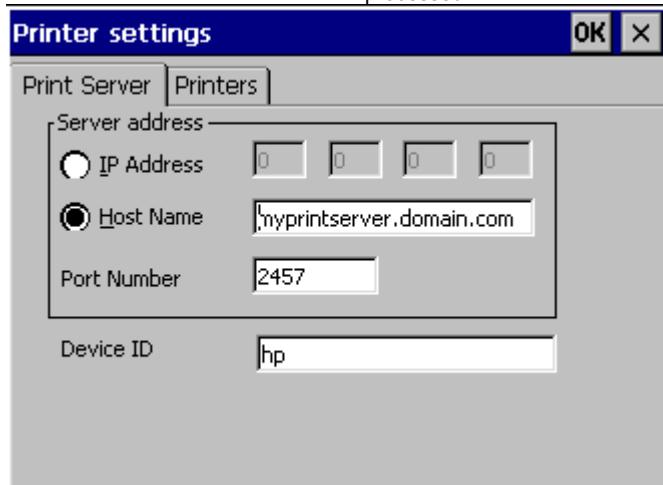
See also Printers tab on the Printer Settings dialog .

◀◀ END ▶▶

Printers Tab on the Printer Settings Dialog

The second tab on the **Printer Settings** dialog is **Printers**. This tab contains:

- **Print Service Address**

Host Address	Windows NT 4.0 machine where NetPrint service is resident.
User Name	User name set up on the first tab, **Print Server**, in the **Device ID** field.

This name **must match** the name set up in NetPrint Configuration for print requests to be processed.

- **Printers**

List of printers	Displays the current default printer; clicking the down arrow button displays all printers available to the user.
Refresh	When clicked, the list of printers available in NetPrint for the **User Name** displayed in **Print Service Address** will be updated to reflect the most current listing. Before selecting a printer from the list of printers, we recommend that the list be refreshed to avoid selecting a printer that may have been removed or placed offline since this dialog box was displayed.
Set as default	When clicked, establishes the printer shown in the **Printers** text box as the default printer for the user.

See also   Print Server tab on the Printer Settings dialog .

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Install Steps

Before you begin the installation process, please read the topic Install Notes for important information regarding the installation of Print Server.

To install Print Server:

1 From the **Start** menu, select **Run**.

2 Enter *driveletter*: /setup.exe, where *driveletter* is the letter of the drive containing the installation disk.

3 Follow the on screen prompts through the display of the serial number screen.

4 The **Enter Username and Password** screen appears.

5 Enter the *user name*/*password* you created for Print Server before installation.

   If you did not create the Print Server *user name/password* prior to installation, this can be done now.

   The *user name*/*password* you enter at this time will be set up as the Print Server *user name* in the NT user account file.

6 Click **OK**.

   A message appears telling you to create the "anonymous" user name.

7 Click **OK**.

   The **User Properties** dialog box appears with "anonymous" in the **User Name** box. The **Cancel** and **Close** buttons are unavailable.

8 You must create the "anonymous" user name in Print Server. With the **User Properties** dialog box on display, you can either:

   • Click **OK** to create the "anonymous" user name without assigning any printers.

   • Create the "anonymous" user name with an assigned printer(s) by:

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a.   Click **Printers**.

The **Printers** dialog box appears.

b.   Select a printer in the **Available Printers** list.

c.   Click **Add**.

The selected printer is moved to the **Assigned Printers** list.

d.   Click **OK**.

The **User Properties** dialog box appears with the selected printer in the **Default Printer** box.

e.   Click **OK**.

9   The installation finishes and returns the Windows desktop.

You are now ready to set up the WBTs and their respective user names in Print Server. See the topic Getting Started for a general overview of this process.

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Uninstall Steps

The steps below apply to an uninstall for all configurations.

► **To uninstall Print Server**

1   Select **My Compute**r > **Control Panel** > **Services**.

2   From the list of services, select NetPrint Print Server and click **Stop**.

3   From the **Start** menu, select **Run**.

4   Enter **pservice -u**.

This should take only a few seconds. When the uninstall routine is completed, the desktop will be returned to its ready state.

5   Remove the following files from [*systemdirectory*]\System32:

• **pservice.exe**

• **srvcnfg.exe**

• **prnsrv.cpl**

◄◄ END ►►

Getting Started

After successful installation of Print Server, you are ready to begin setting up print service for your users. The general procedure to do this is:

1   Log on with the Print Server *user name*.

2   Using the Windows **Add a Printer** Wizard, install all printers that are to be available to Print Server.

3   ***Optional: Skip this step and go to step 4 if you plan to individually assign printers to each user name (WBT).**

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To automatically assign the same printers to all WBT users of Print Server:

    a) Start Print Server Configuration from the Control Panel.

    b) Select the *anonymous* user name in the **User Name** list in the main window.

    c) On the **User** menu, click **Properties**.

    d) In the **User Properties** dialog box, click **Printers**.

    e) In the **Printers** dialog box, select a printer in the **Available Printers** list and click **Add**.

    f) Repeat step e for each printer to be assigned to *anonymous*.

    g) Click **OK** to close the **Printers** dialog box.

    h) Click **OK** to close the **User Properties** dialog box.

4 Load the WBT with the Print Server printer driver and configuration utility.

5 If you skipped step 3, do the following:

    a) start Print Server Configuration from the Control Panel

    b) Select a user name in the **User Name** list in the main window.

    c) On the **User** menu, click **Properties**.

    d) In the **User Properties** dialog box, click **Printers**.

    e) In the **Printers** dialog box, select a printer in the **Available Printers** list and click **Add**.

    f) Repeat step e for each printer to be assigned to the selected user name.

    g) Click **OK** to close the **Printers** dialog box.

    h) Click **OK** to close the **User Properties** dialog box.

6 Test each WBT using the following steps:

    a) From the WBT, start a DCS session to a host.

    b) On the **Connect** menu, choose **Print**.

    c) Make any necessary changes to the **Print** dialog box.

    d) Click **OK**.

See also   Print Server Components and Interface to NT

            Print Server Account

            Print Server Printer Categories

            Print Server User Names

            User Printing Activities

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Print Server Configuration Basics

Print Server Account

Before Print Server can be installed, a Windows NT ***user account*** must be established for Print Server. As with other user accounts, the Print Server account is given a *user name* with an associated password. After installation, Print Server administrative

activities, such as adding user names or assigning printers to user names, are performed by logging on to the network with the *user name* created for the Print Server account.

Establishing the Print Server Account

The Print Server account is established either:

- before installation with User Manager, *or*

- during the installation process.

The *user name* for the Print Server account must be established in two locations:

- the user accounts database, *and*

- the services database.

Allowing the installation process to establish the required user name is recommended for proper account setup. The Print Server account must be given the appropriate resource permissions for each printer that is to be available to Print Server.

Print Server Account Password

Managing the Print Server account requires careful evaluation of password requirements. If the password associated with the Print Server *user name* is changed in the Windows NT **user accounts database**, the password stored in the Windows NT **services database** for this account must also be changed. Otherwise, you will receive an invalid login message when you attempt to login to the network with the Print Server *user name*. Understanding this relationship then requires you to carefully consider the Print Server user account conditions of:

- User Cannot Change Password

- Password Never Expires

We recommend that the Print Server account be set to never expire to eliminate the possibility of mismatched passwords between the two databases.

If the Print Server account password is changed in the user accounts database, use these steps to change the Print Server password stored in the Windows NT Services database:

a) From the **Control Panel**, double click **Services**.

b) Select NetPrint Print Server **and click Startup.**

c) In the **Password** box, enter the same password *as in the user accounts database*.

d) In the **Confirm Password** box, enter the new password again.

e) Click **OK**.

Using Print Server in Mixed Network Environments

A mixed networking environment is one that is comprised of a Windows NT Server with another non-Windows network such as Novell NetWare. The Print Server *user name* must exist on all non-Windows network(s) that provide print resources to NetPrint Print Server. The password associated with the Print Server *user name* **must be the same on all servers** for access to printing services.

Making Printers Available to Users

It is also important to understand the role of the Print Server account in relation to making printers available to users. After installation, the administrator logs on to the network with

the user name/password that was setup for the Print Server account. Next, all printers that are to be available through Print Server are installed with the Add Printer wizard. Finally, printers are assigned to user names created in Print Server.

See also   Steps to make printers available to Print Server

◀◀ END ▶▶

User Names in Print Server

Print Server is designed to provide print support for various CE-based devices. Each user/WBT who requires access to print services through Print Server must have:

1   client components of Print Server loaded in the WBT used to request print.

2   a **user name** established in the administrative component of Print Server.

3   a **default printer** assigned to the user name.

Automatic creation of user names occurs in Print Server. When a user requests print services from a print configured terminal, Print Server establishes a user name with the terminal's serial number.

Printer Assignment

When assigning printers to user names/WBTs, you can do one of the following:

• Have Print Server automatically assign a printer(s) when the user name is established.

If a printer(s) is assigned to *anonymous* when a new user name is set up, Print Server will automatically assign the same printer(s) to the new user name as those that are assigned to *anonymous*. If multiple printers are assigned to *anonymous*, the one designated as the default printer for *anonymous* also becomes the default printer for the new user name.

This choice is used when all users are allowed access to the same group of printers and no security or use restrictions apply to either the users or printers.

• Manually add each printer to each user name using the steps to add assigned printer(s) to a user name.

For this type of setup, **do not assign any printers** to the *anonymous* user name. Users will have access to print only when you have assigned a printer to their user names in Print Server.

This choice is used when security or use restrictions dictate individual printer assignments and grouping is not possible.

The trade-off of convenience versus security must be evaluated carefully if you choose to use automatic printer assignment.

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Printer Categories in Print Server

Print Server classifies network printers into three categories:

- **Available** An *available* printer is one that has been set up for access by Print Server. This may be all networked printers or it may be a subset of all network printers. Printers are made available for use by Print Server either at the time Print Server is installed or immediately after installation. The list of available printers to Print Server can be viewed in the Printer list on the main window.

  See Find All Printers Available to Print Server

  Making a printer available to Print Server is the first step that must be performed for any printer that is to be accessed through Print Server. Making a printer available is accomplished by installing the printer while you are logged into the network with the Print Server user name.

  See Adding Printers to Print Server

- **Assigned** An *assigned* printer is an available printer that has been designated for use by a user name. A user name may have one or several assigned printers. The same printer may be assigned to several user names. The list of assigned printers for a user name can be viewed in the Printers dialog box.

  See Find Assigned Printers for a User Name

  Assigning a printer to a user name uses the **Add** button in the **Printers** dialog box. The printer name is simply moved from the **Available Printers** list to the **Assigned Printers** list in the Printers dialog box.

  See Add an Assigned Printer to a User Name.

- **Default**   One assigned printer must be designated as the *default* printer for a user name. The default printer assigned to a user name can be viewed in the **Default Printer** column in the **User** list on the main window, in the **Default Printer** field in the **User Properties** dialog box , or in the **Default Printer** field in the **Printers** dialog box.

  See Find the Default Printer for a User Name

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Using Print Server from a WBT

User activities revolving around printing include:

- requesting print.
- changing the selected printer for a print request to one of the assigned printers.
- change the assigned default printer.

Requesting Print

Print requests access the **Print** dialog box. In this dialog box the user specifies to print:

- the current screen
- the selection
- all (pages)
- to a file

The steps a user follows to request a print during an emulation session appear below.

To request print

1 Select **Connect**.

2 Click **Print**.

3 Make any changes to the **Print** dialog box, if necessary.

4 Click **OK**.

Changing Printers

Changing printers is accomplished through the **Printer Settings** dialog box. This dialog box has one tab, **Printers**. The **Printers** tab displays:

- **Print service address** box with:
  - **Host Address**
  - **User Name**

  This information can not be changed by the user. It is informational only.

- **Printers** box
  - displays the default printer name
  - **arrow** button opens a list of all assigned printers, if any.

We recommend the following steps for users to follow when changing printers for a print request.

To change printers

1 Select **Connect**.

2 Click **Print Setup**.

3 Click the arrow to open the list of printers.

4 Select a printer name.

5 Click **OK**.

The change is applied and the **Printer Settings** dialog box closes.

Changing the Default Printer

The **Printer Settings** dialog box automatically displays the most current printer listings for the user name. However, the printer listings must be updated if the dialog box remains open for any length of time. The **Refresh** button in the dialog box is clicked to update the printers shown in the **Printers** list box.

To ensure that the most current list of printers is shown, we recommend the following steps for the user to follow when setting a new default printer.

To set a new default printer

1 Select **Connect**.

2 Click **Print Setup.**

3 Click the arrow to open the list of printers.

4   Select a printer name.

5   Click **Set as Default.**

   The change is applied and the dialog box remains open on the screen.

6   Click **OK.**

   The **Printer Settings** dialog box closes.

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Print Server Configuration Window

Window Basics

Print Server Configuration Window Elements

The Print Server Configuration window appears when Print Server is started. This
window:

- provides access to all functions through the menu bar, toolbar or keyboard shortcut
  keys.

- displays the most frequently needed information about your users and printers in
  the:
   - **User** list   displays all user names, the default printer assigned to each
                          user name, and if the user has accepted the currently assigned
                          default printer.

   - **Printer** list   displays all networked printers available to Print Server. The
                          printer port or queue is listed to the right of the printer name.

All functions for user names and printers start from this window. Click on any element of
the Print Server Configuration window below to display a short description of it.
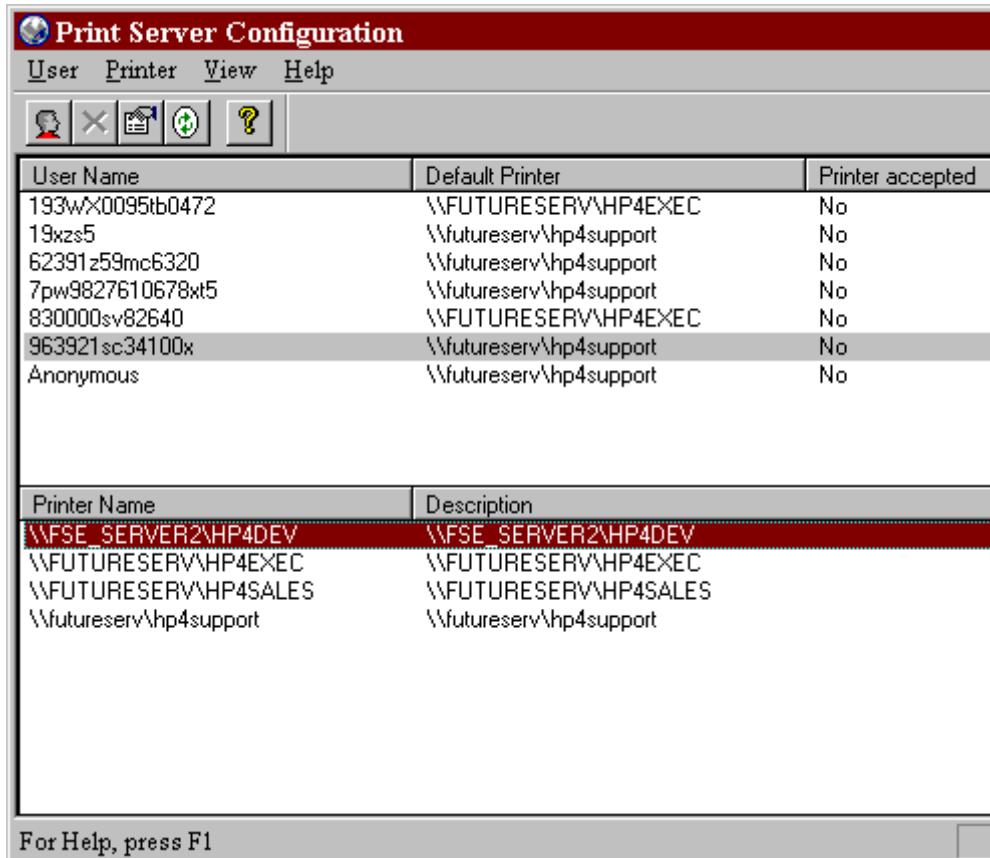
Print Server Configuration

User Name	Default Printer	Printer accepted
193WX0095tb0472	\\FUTURESERV\HP4EXEC	No
19xzs5	\\futureserv\hp4support	No
62391z59mc6320	\\futureserv\hp4support	No
7pw9827610678xt5	\\futureserv\hp4support	No
830000sv82640	\\FUTURESERV\HP4EXEC	No
963921sc34100x	\\futureserv\hp4support	No
Anonymous	\\futureserv\hp4support	No

Printer Name	Description
\\FSE_SERVER2\HP4DEV	\\FSE_SERVER2\HP4DEV
\\FUTURESERV\HP4EXEC	\\FUTURESERV\HP4EXEC
\\FUTURESERV\HP4SALES	\\FUTURESERV\HP4SALES
\\futureserv\hp4support	\\futureserv\hp4support

For Help, press F1

NOTE

The Print Server Configuration window can be resized using the sizing pointer to drag the size grip in the lower right corner. Column widths can also be expanded or reduced by dragging the column header divisions.

However, column positions remain fixed. For example, the **Printer Name** column in the **Printer** list cannot be moved to the right of the **Description** column and vice versa.

See also   User list overview

Printer list overview

Menu Bar

Toolbar

◄◄ END ►►

User List Overview

The **User** list is the first list shown in the Print Server Configuration window. It contains three columns of information for each user set up in Print Server.

User Name	Default Printer	Printer accepted
aaronm	EXEC	No
danielb	EPSON StylusCOL...	No
davec	AGFA-ProSet9400	No
hopes	AGFA-ProSet9400	No
koretskya	EPSON Stylus COL...	No
markt	HP LaserJet 4M Plu...	No
mickeyd	HP LaserJet 4/4M ...	No
millieb	Acrobat PDFWriter	No
sherryc	HP LaserJet 4MP 6...	No
steveb	HP LaserJet 4MP 6...	No
terib	HP LaserJet 4MP 3	No

**Column**	_**Contents**_
User Name	Name assigned to a user to access print services.
Default Printer	Printer name that automatically receives print requests from the user name.

If more than one printer is assigned to a user name, the WBT user can:

- set a different default printer.
- select a different printer for a print request.

Making these changes is done through the **Printers Settings** dialog box. During a host session on a WBT, selecting **Printer Setup** from the **Connect** menu will display the **Printers Settings** dialog box.

Printer Accepted	**Yes**	Indicates user has accepted the assigned default printer.
	No	Indicates user has changed the default printer assignment.

NOTE

The Print Server Configuration window can be resized using the sizing pointer to drag the size grip in the lower right corner. Column widths can also be expanded or reduced by dragging the column header divisions.

However, column positions remain fixed. For example, the **User Name** column in the **User** list cannot be moved to the right of the **Default Printer** column and vice versa.

See also   Print Server Configuration window overview
Printer list overview

Printer List Overview

The **Printer** list is shown below the **User** list in the Print Server Configuration window. The list contains two columns of information for each printer configured in Print Server.

Printer Name	Description
Acrobat PDFWriter	LPT1:
AGFA-ProSet9400	LPT2:
Distiller Assistant v3...	\DISTASST.PS
EPSON COLOR	\\Mediadevscanner\epson3000
EPSON Stylus COL...	LPT4:
EPSON StylusCOL...	FILE:
HP LaserJet 4/4M P...	LPT2:
HP LaserJet 4M Plu...	\\Futureserv\hp4docs
HP LaserJet 4MP 3...	LPT2:
HP LaserJet 4MP 6...	LPT2:

Column	*Contents*
Printer Name	Name assigned to a network printer.
Description	Print queue or port assigned to printer.

NOTE

The Print Server Configuration window can be resized using the sizing pointer to drag the size grip in the lower right corner. Column widths can also be expanded or reduced by dragging the column header divisions.

However, column positions remain fixed. For example, the **Printer Name** column in the **Printer** list cannot be moved to the right of the **Description** column and vice versa.

See also   Print Server Configuration window overview
             User list overview

◄◄ END ►►

Menus and Toolbar Buttons

User Menu

The **User** menu lists commands that work with user information or quits Print Server Configuration. The table below lists each command name, the corresponding shortcut key, if available, and a brief description.

Command	*Shortcut Key*	*What it does*
New User	CTRL+N	Displays a blank **User Properties** dialog box for setup of a new user.
		Creating user names is automatically taken care of by Print Server. You will not need to use this.
Delete User	DELETE	Displays the **Delete User** confirmation message. If you click **OK** the user name is deleted.
		This command is available only when a user name is selected.

Properties	ENTER	Displays the **User Properties** dialog box. The default printer is shown for the selected User.
		This command is available only when a user name is selected.
Exit		Quits Print Server Configuration.

See also User Properties dialog box

Delete User confirmation message

◄◄ END ►►

Printer Menu

The **Printer** menu lists one command. The table below lists the command name, the corresponding shortcut key, and a brief description.

Command	*Shortcut Key*	*What it does*
Properties	ENTER	Displays the specific printer's **Properties** dialog box. The type of information displayed is dependent on the type of printer.
		Command is available when a printer is selected.

See also Steps to find printer properties

◄◄ END ►►

View Menu

The **View** menu commands toggle on or off, or update, the display of screen features. The table below lists each command name, the corresponding shortcut key, if available, and a brief description.

Command	*Shortcut Key*	*What it does*
Toolbar		Turns on or off the display of the toolbar above the **User** list on the Print Server Configuration window.
		A check mark in front of the command indicates the function is turned on.
Status Bar		Turns on or off the display of the status bar at the bottom of the Print Server Configuration window .
		A check mark in front of the command indicates the function is turned on.
Refresh . . .	F5	Updates the displayed list to show the most current information.
		Use this command to see users or printers that may have been added or removed since the screen was last displayed.

See also Print Server Configuration window

User list

Help Menu

The **Help** menu lists commands providing general and specific information about Print Server Configuration. The table below lists each command with a brief description.

Command	*What it does*
<u>H</u>elp Topics	Starts the online Help system and displays the Help contents screen.
<u>A</u>bout SrvCnfg	Displays the **About Print Server** dialog box that contains copyright, version and contact information.

See also   About Print Server dialog box

Toolbar Buttons

New User

The **New User** toolbar button accesses the **New User** command and will display the **User Properties** dialog box. The **User Name** and **Default Printers** boxes will be empty.

Creating user names is automatically taken care of by Print Server. You will not need to use this.

Delete

The **Delete (User Name)** toolbar button accesses the **Delete User** command . The **Delete User** confirmation message will appear asking you to verify the removal of the selected user name.

See also   Delete User Name Procedures

How to access the Delete User command

Properties

The **Properties** toolbar button will show either:

• **Printer Properties** dialog box for the selected printer, or

• **User Properties** for the selected user name

See also   User Properties dialog box

Steps to find user properties

Steps to find printer properties

Refresh

The **Refresh** toolbar button tells Print Server to update the list of printers displayed in the **Printers** list on the Print Server Configuration main window and the **Available Printers** list on the **Printers** dialog box.

About

The **About** toolbar button displays the **About Print Server** dialog box . This dialog box contains the Print Server software version and copyright information.

◄◄ END ►►

Working with User Names

Procedures for User Names

Procedures for working with user names begin with the Print Server Configuration window on display. Because Print Server automatically creates the user names for you, only one user name procedure exists:

Delete a User Name

A User Name can not be changed or modified.

◄◄ END ►►

User Properties Dialog Box

The **User Properties** dialog box is used for access to the **Printers** dialog box through the **Printers** button.

When you access this dialog box with the **User Properties** command, this field displays the user name that was highlighted in the **User** list.

This dialog box provides two pieces of important information:

- User name that was selected when the command was accessed.

- Default printer assigned to the selected user name

With this dialog box on display you can:

- Click **Printers** to access the **Printers** dialog box to add, change or remove printers for the user name.

- Click **OK** to close the dialog box.

If you are in the process of creating a new user name, this button is not available. You must choose either **Printers** to set up printers for the user name or **Cancel** to quit the add user procedure.

- Click **Cancel** to close the dialog box. If you are in the process of creating a new user name, the new name will be discarded.

<div align="center">

◄◄ END ►►

</div>

Printers Dialog Box

The **Printers** dialog box displays three important pieces of information:

- All assigned printers for a user name

- The default printer for a user name

- All printers available to Print Server

This dialog box assigns or removes the printer(s) accessed by a user. It is also used to specify the default printer for each user. Clicking the **Printers** button in the **User Properties** dialog box causes the **Printers** dialog box to appear.

Click on an element of the **Printers** dialog box below to display a short description of it.
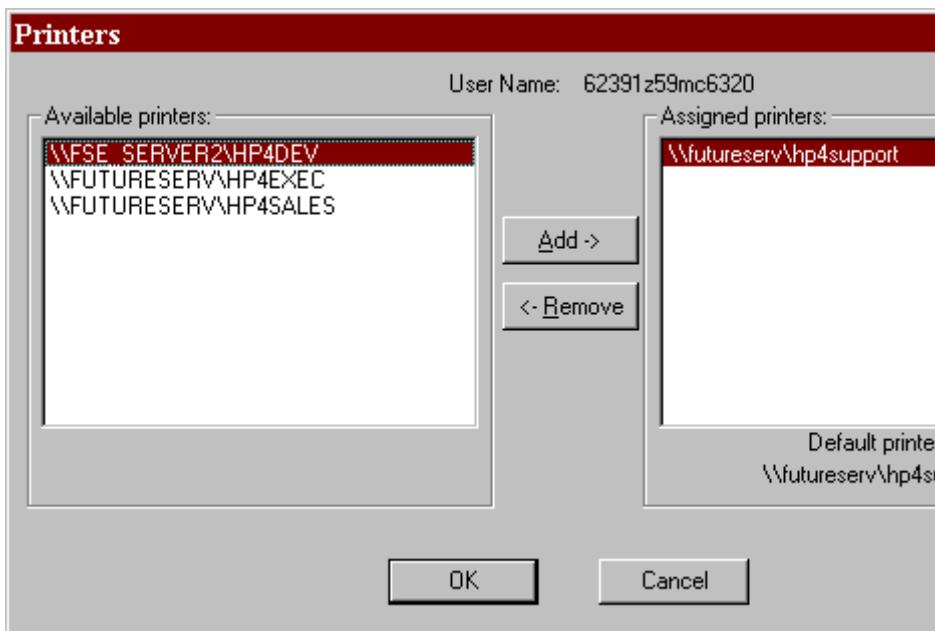
CAUTION!
Regardless of the procedure you are following, the highlighted printer name in the **Assigned Printers** list becomes the default printer when you click **OK**.

See also   Steps to add an assigned printer for a user name.

Steps to change the default printer for a user name.

Steps to remove an assigned printer for a user name.

<div align="center">

◄◄ END ►►

</div>

Deleting User Names

Delete a User Name Procedure

The Delete a User Name procedure includes the following tasks:

1   Select the user name to delete.

2   Access the **Delete User** command.

3   Accept the **Delete User** dialog box.

Warning!
This is a permanent action. A deleted user name and all setup parameters can not be retrieved or salvaged.

See Also   Steps to delete a user name

Methods to access the Delete User command

Delete User confirmation message

Accessing the Delete User Command

Several methods are available to access the **delete user** command:

Method	_Procedures_
Toolbar	1 In the **User** list, click the user name. 2 Click the **Delete** button .
Menu Bar	On the **User** menu, click **Delete User**.
Mouse	1 Right click on a user name. A menu appears. 2 On the menu, click **Delete User**.
Shortcut Key	1 In the **User** list, click the user name. 2 Press DELETE.
See Also	Steps to delete a user name Methods to access the Delete User command **Delete User** confirmation message

Delete User Confirmation

The **Delete User** confirmation message is used to verify the removal of a user name from Print Server. The dialog box is displayed when the **Delete User** command is accessed.

Delete User

Do you really want to delete user 19xzs5?
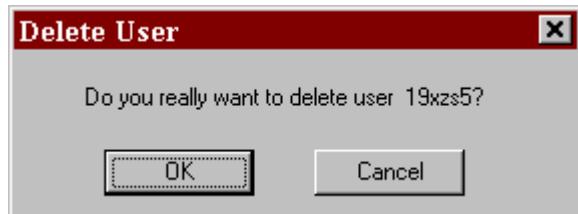
OK   Cancel

With this dialog box on display you can:

- Click **OK** to remove the user name from Print Server Configuration and close the dialog box.

- Click **Cancel** to leave the user name and its properties in Print Server Configuration.

Warning!

This is a permanent action. A deleted user name and all setup parameters can not be retrieved or salvaged.

See also   Steps to delete a user name .

Methods to access the delete user command.

Working with Printers

Printer Procedures

All printer tasks begin with the Print Server Configuration window on display. You must be logged on with the Print Server *user name* on the Windows NT machine where Print Server is running . To work with printers for a particular user name, you must select the user name before accessing a command.

Printer procedures include:

Finding Printer(s) & Printer Properties

Adding Printer(s)

Removing Printer(s)

Changing Printer(s)Procedures_Change_Printer_s>Main

Procedures for Finding Printer(s) and Printer Properties

The procedures for finding printers or printer properties all begin from the Print Server Configuration window. The basic procedures are:

1   Log on with the Print Server *user name* on the Windows NT machine where Print Server is running.

2   Select the printer name or user name in the Print Server Configuration window.

3   Access the command.

You can find:

All printers available to Print Server

◀◀ END ▶▶

Procedures for Adding Printer(s)

The procedures for adding printer(s) uses the following tasks:

Make the printer(s) available to Print Server

1 Log on with the Print Server *user name* on the Windows NT machine where Print Server is running.

2 Install the printer with the Windows Add Printer Wizard.

Assign the printer(s) to user name

1 Log on with the Print Server *user name* on the Windows NT machine where Print Server is running.

2 Start the Print Server Configuration utility.

2 Access the user's **User Properties** dialog box.

3 Complete the **Printers** dialog box.

◀◀ END ▶▶

Procedures for Removing Printer(s)

The procedures for removing a printer(s) are:

Removing a printer from a user name

1 Log on with the Print Server *user name* on the Windows NT machine where Print Server is running.

2 Select the user name in the Print Server Configuration window.

3 Access the **User Properties** dialog box.

4 Move printers from the **Available Printers** list to the **Assigned Printers** list in the **Printers** dialog box.

Removing a printer from Print Server

1 Log on with the Print Server *user name* on the Windows NT machine where Print Server is running.

2 Access the Windows Printers window.

3   Remove the printer.

◄◄ END ►►

Procedures for Changing Printer(s)

Changing printer(s) procedures follow these basic procedures:

1   Log on with the Print Server *user name* on the Windows NT machine where Print
     Server is running

2   Select the user name on the Print Server Configuration window.

3   Access the **User Properties** dialog box.

4   Complete the **Printers** dialog box.

You can change:

Assigned printers

Default printer

◄◄ END ►►

How To

Add printer(s) to Print Server

1   Log on with the Print Server *user name* on the
     Windows NT machine where Print Server is running.

2   Click **Start** on the taskbar.

3   On the **Start** menu, point to **Settings** then click
     Printers.

4   In the **Printers** window, double click **Add Printer**.

5   Respond to each **Add Printer Wizard** dialog box to
     install the new printer.

6   Start Print Server Configuration.

7   Click on a printer in the **Printers** list.

8   Scroll the list of printers to locate the new printer.

You can now add the new printer(s) to user names in Print Server. This is done with the steps to Add Assigned Printer(s) to a User Name .

NOTE
It may take several seconds for the new printer name to appear in the **Printers** list.

See Also   Print Server account

Print Server Configuration window

Printers list

Add an assigned printer to a user name

1   Log on with the Print Server *user name* on the Windows NT machine where Print Server is running.

2   Start Print Server Configuration to display the Print Server Configuration window.

3   In the **User** list, click the user name.

4   On the **User** menu, click **User Properties**.
The **User Properties** dialog box appears.

5   Click **Printers**.
The **Printers** dialog box appears.

6   In the **Available Printers** list, click a printer name to assign to the user.

7   Click **Add**.
The selected printer appears in the **Assigned Printers** list.

8   Repeat steps 5 and 6 for each printer to be assigned to the user.

9   In the **Assigned Printers** list, select a printer to be the default printer.

10   Click **OK**.
The **User Properties** dialog box appears.

11   Click **OK**.
The Print Server Configuration window appears.

Caution!
When you click **OK** in the **Printers** dialog box,

the highlighted printer name in the **Assigned Printers** list becomes the default printer.

◄◄ END ►►

Change assigned printer(s) for a user name

1   Log on with the Print Server *user name* on the Windows NT machine where Print Server is running.

2   Start Print Server Configuration to display the Print Server Configuration window.

3   In the **User** list, click the user name.

4   On the **User** menu, click **User Properties**.

The **User Properties** dialog box appears.

5   Click **Printers**.

The **Printers** dialog box appears.

6   In the **Available Printers** list, select printer name to assign.

7   Click **Add**.

8   Repeat steps 4 and 5 for each printer to be assigned to the user name.

9   In the **Assigned Printers** list, select the printer to remove.

10   Click **Remove**.

11   Repeat steps 8 & 9 for each printer to be removed from the **Assigned Printers** list.

12   Click **OK**.

The **User Properties** dialog box appears.

13   Click **OK**.

The Print Server Configuration window appears.

Caution!
When you click **OK** in the **Printers** dialog box, the highlighted printer name in the **Assigned Printers** list becomes the default printer.

◄◄ END ►►

Change the default printer for a user name

1   Log on with the Print Server *user name* on the
     Windows NT machine where Print Server is running.

2   Start Print Server Configuration to display the Print
     Server Configuration window.

3   In the **User** list, click the user name.

4   On the **User** menu, click **User Properties**.
     The **User Properties** dialog box appears.

5   Click **Printers**.
     The **Printers** dialog box appears.

6   If the needed printer name does not appear in the
     Assigned Printers list, add the printer from the
     Available Printers list.

7   In the **Assigned Printers** list, click the printer name
     that is to be the new default printer.

8   Click **OK**.
     The **User Properties** dialog box appears.

9   Click **OK**.
     The Print Server Configuration window appears.

See Also   Print Server Configuration window

◄◄ END ►►

Delete a user name from Print Server

1   Log on with the Print Server *user name* on the
     Windows NT machine where Print Server is running.

2   Start Print Server Configuration to display the Print
     Server Configuration window.

3   In the **User** list, select the user name to delete.

4 On the **User** menu, click **Delete User**.

The **Delete User** confirmation message appears.

5 Click **OK**.

The Print Server Configuration window appears.

> **Warning!**
> This is a permanent action. A deleted user name and all setup parameters can not be retrieved or salvaged.

See Also Print Server Configuration window

Methods to access the Delete User command

User list

User menu

Delete User confirmation message

◄◄ END ►►

Find all user names set up in Print Server

1 Log on with the Print Server *user name* on the Windows NT machine where Print Server is running.

2 Start Print Server Configuration to display the Print Server Configuration window.

3 Click on any user name in the **User** list.

4 Use the scroll bars or the arrow keys to scroll all user names into the viewing area.

See Also Print Server account

Print Server Configuration window

User list

◄◄ END ►►

Find user name properties

1 Log on with the Print Server *user name* on the Windows NT machine where Print Server is running.

2 Start Print Server Configuration to display the Print Server Configuration window.

3 In the **User** list, click the user name.

4 On the **User** menu, click **Properties**.

The **User Properties** dialog box appears.

See Also Print Server Configuration window

User list

Find all printers available to Print Server

1   Log on with the Print Server *user name* on the
    Windows NT machine where Print Server is running.

2   Start Print Server Configuration to display the Print
    Server Configuration window.

3   Click on any printer in the **Printer** list.

4   Use the scroll bars or the arrow keys to scroll all
    printers into the viewing area.

See Also   Print Server account

Print Server Configuration window

Printer list

Find printer properties

1   Log on with the Print Server *user name* on the
    Windows NT machine where Print Server is running.

2   Start Print Server Configuration to display the Print
    Server Configuration window.

3   In the **Printer** list, click the printer name.

4   On the **Printer** menu, click **Properties**.

The **Properties** dialog box appears for the selected
printer.

See Also   Print Server Configuration window

Printer list

Printer menu

Properties dialog box

Find all assigned printers for a user name

1   Log on with the Print Server *user name* on the
    Windows NT machine where Print Server is running.

2   Start Print Server Configuration to display the Print
    Server Configuration window.

3   In the **User** list, click the user name.

4 On the **User** menu, click **User Properties**.

The **User Properties** dialog box appears.

5 Click **Printers**.

The **Printers** dialog box appears with all assigned printers shown in the **Assigned Printers** list.

See Also Print Server Configuration window

User list

User menu

User Properties dialog box

Printers dialog box

⏮ END ⏭

Find the default printer for a user name

1 Log on with the Print Server *user name* on the Windows NT machine where Print Server is running.

2 Start Print Server Configuration to display the Print Server Configuration window.

3 In the **User** list, click the user name.

4 To the right of the user name in the **Default Printer** column, locate the printer name.

See Also Print Server Configuration window

User list

⏮ END ⏭

Remove assigned printer(s) from a user name

1 Log on with the Print Server *user name* on the Windows NT machine where Print Server is running.

2 Start Print Server Configuration to display the Print Server Configuration window.

3 In the **User** list, click the user name.

4 On the **User** menu, click **User Properties**.

The **User Properties** dialog box appears.

5 Click **Printers**.

The **Printers** dialog box appears.

6 In the **Assigned Printers** list, select the printer to remove.

7 Click **Remove**.

8 Repeat steps 8 & 9 for each printer to be removed from the **Assigned Printers** list.

9 Click **OK**.

The **User Properties** dialog box appears.

10 Click **OK**.

The Print Server Configuration window appears.

> **Caution!**
> When you click **OK** in the **Printers** dialog box, the highlighted printer name in the **Assigned Printers** list becomes the default printer.

See Also   Print Server Configuration window

User list

User menu

User Properties dialog box

Printers dialog box

<div align="center">⏮ END ⏭</div>

Remove available printer(s) from Print Server

1 Log on with the Print Server *user name* on the Windows NT machine where Print Server is running.

2 Start Print Server Configuration to display the Print Server Configuration window.

3 Click **Start** on the taskbar.

4 On the **Start** menu, point to **Settings** then click **Printers**.

5 In the **Printers** window, select the printer to remove.

6 On the **File** menu, click **Delete**.

7 Repeat steps 4 & 5 for each printer to be removed.

8 When all printers have been removed, close the **Printers** window.

> **NOTE**
> It may take several seconds for the printer name(s) to be removed from the **Printers** list.

See Also   Print Server account

Print Server Configuration window

Printers list

Trouble Shooting Guide

Messages

Database Consistency Warning
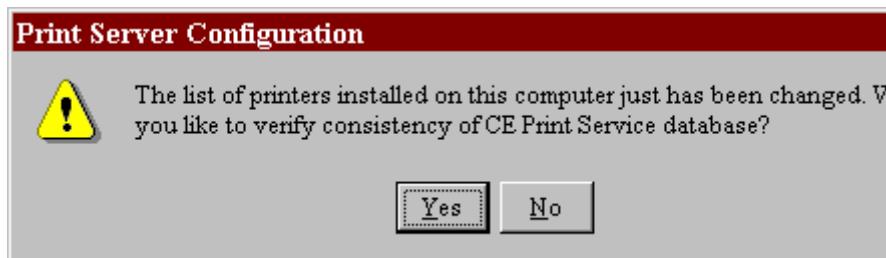
Problem Description	The **Database Consistency** warning message appears when the user accesses the print command. The printer does not print.
What the message means	Print Server is warning the user that the workstation's list of available printers is different from Print Server's list of available printers.
Possible Reason(s)	Assigned/default printer has been removed from the network. Assigned/default printer has been made unavailable to the network.
Solution	Assign an available printer in place of the specified printer for the user name. With this message box on display the user can: • Click **Yes** to update the list of printers on the workstation. • Click **No** to leave the list of printers on the workstation as is.

Expired Evaluation Message

Problem Description	The **Expired Evaluation Period** message appears when you try to start the **Print Server Configuration** utility.

What the message means	The allotted time period for evaluating Print Server has ended.
Possible Reason(s)	Evaluation copies are available for a limited time period such as 30 or 90 days. The evaluation period begins on the first day you load the evaluation copy. When the allotted evaluation time period has passed, the **Expired Evaluation Period** message is displayed when a request is made to start the program.
Solution	Purchase a valid licensed copy of Print Server. Please contact a FutureSoft sales representative for purchasing information.

With this message box on display you can:

- Click the **Close** button to close the message box.

◄◄ END ►►

No Valid License Message


```
Print Server Configuration                    ⊠

   ⚠    You do not have a valid license to run this product
         Please see your system administrator!

                    ┌──────────┐
                    │    OK    │
                    └──────────┘
```

Problem Description:	The **No Valid License** warning appears when a user tries to print from a Windows-based Terminal and no valid licenses are available.
What the message means	Access to Print Server is provided through the purchase of licenses. A user receives a license through the set up of a user name in Print Server.
Possible Reason(s)	The user requested print from a WBT that is configured in Print Server but all licenses are currently in use.
Solution:	Determine if multiple WBTs are configured with the same serial number.

With this message on display the user can

- Click the **OK** button to close the message box.

◄◄ END ►►

No Printers Installed Message

```
┌─────────────────────────────────────────────────────┐
│ Print Server Configuration                      ⊠  │
├─────────────────────────────────────────────────────┤
│                                                     │
│  There are no printers installed on this machine. You should │
│  install printers first then run configuration program.      │
│                                                     │
│            ┌───────────────────┐                    │
│            │       OK          │                    │
│            └───────────────────┘                    │
│                                                     │
└─────────────────────────────────────────────────────┘
```
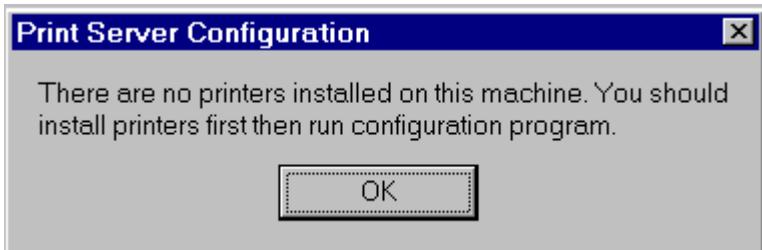
Problem Description The **No Installed Printers** message appears when a user requests print from any WBT.

What the message means No printers have been made available to Print Server.

Possible Reason(s) The user requested print from a WBT that is configured in Print Server but all licenses are currently in use.

Solution To correct the situation follow:

1 The steps to add printer(s) to Print Server.

2 The steps to assign printer(s) to a user name .

With this message on display the user can:

• Click the **OK** button to close the message box.

See also Available printers in Print Server

Print Server account

◄◄ END ►►

Printer Configuration Alert Message

Click on the options below to display a short description of the action the option will perform.

Printer configuration alert ✕

The system integrity verification has determined the following error:

The user 193WX0095tb0472 has configured printer \\FUTURESERV\HP4EXEC which is not in the system anymore!

Please, choose one of the following options:

Printers available:

- ◉ Substitute it for all configured user;
- ○ Substitute it for specified user only
- ○ Ignore the error and continue verificatio
- ○ Ignore the error and stop verificatic

```
\\FSE_SERVER2\HP4DEV
\\futureserv\hp4support
```

[Proceed]

Problem Description

The **Printer Configuration Alert** dialog box appears when a user requests print from an assigned printer that is not available.

What the message means

This dialog box shows you:

- Affected user name
- Printer name that is no longer available
- List of printers that are currently available

Possible Reason(s)

The identified printer has been removed from the network.

The identified printer is offline.

Solution

To correct the situation:

1 Choose one of the four options.

2 Select a printer from the **Available Printers** list displayed in the dialog box.

3 Click **Proceed**.

With this message on display you can

- Choose one of the options and click **Proceed**.
- Click **Close** to take no action and close the dialog box.

See also   Available printers in Print Server

User Exists Message

Problem Description	The **User Exists** message appears when you attempt to create a user name that is currently in Print Server.
What the message means	The user name you entered in the **User Name** text box in the **User Properties** dialog box is currently in the User list in Print Server.
Possible Reason(s)	All user names must be unique. No duplicate names can exist.
Solution	With this message on display you can • Click the **OK** button to close the dialog box. To correct the situation: • Enter a unique name in the **User Name** text box.
See also	Steps to find all user names in Print Server.

Situations

Printer Does Not Print

Problem Description	The printer does not print.
Possible Reason(s)	• User is requesting print from a workstation that is not configured to access the particular printer. • System resource problems such as hardware problems. • Printer is a dot matrix or desk jet. • The end user is sending a print request to a printer on a non-Windows network. The user's non-Windows network user name/password has **expired**. The non-Windows network is not able to send a message to notify the end user that his password has expired. The print request is aborted by the non-Windows network.
Solution	• Verify that Print Server configuration parameters have been loaded into the workstation. • Check the physical device and/or corresponding network resources to determine that they are functioning properly.

- Assign a different printer to the user name in place of the dot matrix or desk jet printer.

- Check user's password on non-Windows network that printer is connected to.

See also   Available printers in Print Server

Steps to find all printers available to Print Server

Steps to change printers for a user name

◀◀ END ▶▶

New Printer is Not in List of Available Printers

Problem Description   A new printer has been installed on network but does not appear in the list of available printers for Print Server.

Possible Reason(s)   The new printer has not been added to Print Server.

Solution   1 Log on with the Print Server *user name*.

2 Install the new printer.

See also   Print Server Account

Available printers in Print Server

Steps to add printer(s) to Print Server

◀◀ END ▶▶

No Printers Are Listed

Problem Description   When the **Printers** dialog box is displayed to assign printers to user names no printers are listed in the **Available Printers** list.

Possible Reason(s)   Printers have not been added to Print Server.

Solution   1 Log on with the Print Server *user name* on the Windows NT machine where Print Server is running.

2 Install all printers that are to be accessible through Print Server.

3 Start Print Server Configuration.

The added printers will appear in the Printers list on the Print Server Configuration window.

See also   Print Server AccountPrint_Server_AccountName>Main

Available printers in Print Server

Steps to add printer(s) to Print Server

◀◀ END ▶▶

Dot Matrix Printer Will Not Print

Problem Description	A message box appears that says: **Not enough memory. This operation requires at least ## K of free memory. Most likely because dot matrix printer you use doesn't support horizontal banding. Try to use draft quality.**
Possible Reason(s)	CE operating system printing limitation for print requests with greater horizontal dimension than vertical.
Solution	Choose one of the following: • Request the print in draft quality. • Assign a different printer.
See also	Steps to change printers for a user name

Glossary

-A-

A B C D E F G H I J K L M
N O P Q R S T U V W X Y Z

account	**See** group account ; user account
active	Refers to the window or icon that you are currently using or that is currently selected. If a window is active, its title bar changes color to differentiate it from other windows. If an icon is active, its label changes color. Windows or icons on the desktop that are not selected are inactive.
administrator	A person responsible for setting up and managing domain controllers or local computers and the respective user and group accounts, assigning passwords and permissions, and helping users with networking issues.
application	A computer program used for a particular kind of work, such as word processing.
assigned printer	In Print Server, a printer that is available to Print Server and appears in the **Assigned Printers** list in the **Printers** dialog box for a user name.

available   In Print Server, a printer that has been
printer   added to the Print Server account. The
printer name will appear in the
Available Printers list in the **Printers**
dialog box.

-B-

A	B	C	D	E	F	G	H	I	J	K	L	M
N	O	P	Q	R	S	T	U	V	W	X	Y	Z

browse   Using buttons on the Help window to
move through the topics in an online
Help system.

-C-

A	B	C	D	E	F	G	H	I	J	K	L	M
N	O	P	Q	R	S	T	U	V	W	X	Y	Z

click   To press and quickly release the
mouse button.

client   A computer that accesses shared
network resources provided by
another computer, called a server.
See also server

client   An application that can display and
application   store linked or embedded objects.

close   Remove a window or dialog box, or
quit a program. To close a window,
you can click the close button icon in
the upper right corner of the dialog
box. When you close an application
window, you quit the program.

command   A word or short phrase that performs
an action. In Print Server, commands
can be accessed by clicking on the
menu item or using Shortcut keys.

command   A button in a dialog box that carries
button   out or cancels the selected action. In
Print Server, two common command
buttons are **OK** and **Cancel**.
Command buttons containing ellipses
(such as **Printers…**) cause the
appearance of another dialog box for

input of more information.

configure In Print Server, to change the setup of a CE-based device for access to network printing services.

connect In Print Server, to place a device on a network for the purpose of sharing network printing resources.

connected user An end user accessing a computer or a resource across the network.

connection A software link between a client and a shared resource such as a printer or a shared directory on a server.

Contents tab A tab in the online Help system's button bar near the top of the Help window. The tab accesses the Help system's Table of Contents window displaying help topics in book-like structure.

-D-

default button In some dialog boxes, the command button that is selected or highlighted when the dialog box is initially displayed. The default button has a bold border, indicating that it will be chosen automatically if you press ENTER.

default printer For the end user, the printer that is used when the **Print** command is chosen without first specifying the printer to use with a program. For the administrator, the printer that is assigned and designated in the **Printers** dialog box as such for the selected user name.

In Print Server, the administrator initially sets up the default printer for the user. Thereafter, the default printer can be set by the user. The user chooses a printer from the list of assigned printers in the **Print** dialog box.

device Any piece of equipment that can be attached to a network—such as a

	computer, a printer, a Windows-based terminal (WBT), a hand-held personal computer (H/PC) or any other peripheral equipment.
device driver	A program that enables a specific piece of hardware to communicate with an operating system.
dialog box	A window that is displayed to request or offer information. A dialog box may have options or text entry boxes that must be selected or completed to supply necessary information to a command.
directory database	A database of security information such as user account names and passwords, and the security policy settings.
double click	To quickly press and release a mouse button twice without moving the mouse. This is used to perform an action, such as starting a program.

-E-

A B C D E F G H I J K L M
N O P Q R S T U V W X Y Z

No terms available.

-F-

A B C D E F G H I J K L M
N O P Q R S T U V W X Y Z

Find tab	A tab in the online Help system's button bar near the top of the Help window. The tab accesses the function used to search for related topics for a specified word.

-G-

A B C D E F G H I J K L M
N O P Q R S T U V W X Y Z

global	In Windows NT Server, a normal user

account	account in a user's domain.
global group	In Windows NT Server, a group of user accounts within a single domain.
group	In Windows NT Server, an account that contains other accounts called members.
group account	In Windows NT Server, a collection of user accounts.
group memberships	In Windows NT Server, the groups to which a user account belongs. Permissions and rights granted to a group are also provided to its members.
group name	In Windows NT Server, a unique name identifying a local group or a global group.

-H-

A B C D E F G H I J K L M
N O P Q R S T U V W X Y Z

No terms available.

-I-

A B C D E F G H I J K L M
N O P Q R S T U V W X Y Z

icon	A graphical representation of an element in a computer program. Double clicking a program icon starts the associated application. Clicking a toolbar icon typically accesses a command.
Index tab	A tab in the online Help system's button bar near the top of the Help window. The tab accesses the function used to search for specific words or phrases in the Help system's index.
insertion point	The place where text will be inserted when you type.

-J-

| A | B | C | D | E | F | G | H | I | J | K | L | M |
| N | O | P | Q | R | S | T | U | V | W | X | Y | Z |

jump In an online Help system, the text, graphics, or parts of graphics that provide links to other Help topics or to more information about the current topic. The pointer changes shape whenever it is over a jump. If you click a jump that is linked to another topic, that topic appears in the Help window. If you click a jump that is linked to more information, the information appears in a pop-up window on top of the main Help window.

-K-

| A | B | C | D | E | F | G | H | I | J | K | L | M |
| N | O | P | Q | R | S | T | U | V | W | X | Y | Z |

No terms available.

-L-

| A | B | C | D | E | F | G | H | I | J | K | L | M |
| N | O | P | Q | R | S | T | U | V | W | X | Y | Z |

list box In a dialog box, a type of box that lists available choices. In Print Server, the user accesses a list box on the **Print** window to display all assigned printers.

local area network (LAN) A group of computers and other devices dispersed over a relatively limited area and connected by a communications link that enables any device to interact with any other on the network.

local printer A printer that is directly connected to one of the ports on your computer.

log off To stop using the network and remove your user name form active use until you log on again.

log on To provide a user name and password that identifies you to the network.

-M-

A B C D E F G H I J K L M
N O P Q R S T U V W X Y Z

maximize	To enlarge a window to its maximum size by using the **Maximize** button on the title bar.
Maximize button	The small button on the title bar containing a window icon. Clicking this button enlarges the window to its maximum size.
menu	A grouped listing of available commands accessed by clicking menu names on a menu bar.
menu bar	The horizontal bar in an application window containing menu names.
minimize	To reduce a window to a button on the taskbar using the **Minimize** button on the title bar.
Minimize button	The small button containing a short line on the title bar. Clicking the **Minimize** button reduces the window to a button on the taskbar.

-N-

A B C D E F G H I J K L M
N O P Q R S T U V W X Y Z

Net Logon service	In Windows NT Server, performs authentication of domain logons, and keeps the domain's directory database synchronized between the primary domain controller (PDC) and the other backup domain controllers (BDCs) of the domain.
NetWare Directory Services (NDS)	A NetWare service that runs on NetWare servers. The service enables the location of resources on the network.
network administrator	A person responsible for planning, configuring, and managing the day-to-day operation of the network.

-O-

A	B	C	D	E	F	G	H	I	J	K	L	M
N	O	P	Q	R	S	T	U	V	W	X	Y	Z

No terms available.

-P-

A	B	C	D	E	F	G	H	I	J	K	L	M
N	O	P	Q	R	S	T	U	V	W	X	Y	Z

password A string of characters provided with a user name in the logon process that is used to authenticate the user account access to computer systems and resources.

permissions In Windows NT Server, settings you set on a shared resource that determine which users can use the resource and how they can use it.

pointer The arrow-shaped cursor on the screen that follows the movement of a mouse and is used to select items and move the insertion point to different locations.

port A location used to pass data in and out of a computing device.

print device A hardware device that produces printed output.

printer driver A program that converts graphics commands into a specific printer language.

printer permissions Specify the type of access a user or group has to use the printer.

print server A computer that receives documents from clients.

Print Server (for DCS/WBT) A service running on a Windows NT network with the CE operating system that enables Windows-based terminals (WBTs) to send documents to printers on the network.

program file A file that starts an application or program. A program file has an .exe, .pif, .com, or .bat file name extension.

program icon   Represents a program.

-Q-

A B C D E F G H I J K L M
N O P Q R S T U V W X Y Z

queue   In Windows NT, a group of documents waiting to be printed.

In Novell NetWare, the primary software interface between the program and print device.

-R-

A B C D E F G H I J K L M
N O P Q R S T U V W X Y Z

refresh   To update displayed information with current data.

registry   In Windows NT Server, a hierarchical database providing a repository for information about hardware and user accounts.

resource   Any part of a computer system of a network, such as a disk drive, printer, or memory, that can be allotted to a program or a process while it is running, or shared over a local area network.

-S-

A B C D E F G H I J K L M
N O P Q R S T U V W X Y Z

SAM   In Windows NT, an acronym for Security Accounts Manager.

See directory database

screen elements   The parts that make up a window or dialog box, such as the title bar, buttons, message text, and menu bar.

scroll   To move through text or graphics to see parts of the file that cannot fit on the

screen.

scroll arrow The arrow on either end of a scroll bar used to scroll through the contents of the window or list box. Click the scroll arrow to scroll one screen at a time, or continue pressing the mouse button while pointing at the scroll arrow to scroll continuously.

scroll bar A bar that appears at the right and/or bottom edge or a window or list box whose contents are not completely visible. Each scroll bar contains two scroll arrows and a scroll box, which enable you to scroll through the contents of the window or list box.

In Print Server, scroll bars appear in the User list and Printer list if the current size is too small to display all items.

scroll box A small box in a scroll bar that shows the position of information currently visible in the window or list box relative to the contents of the entire window.

security ID (SID) A unique name that identifies a logged-on user to the security system.

select To mark an item so that a subsequent action can be performed on that item. You usually select an item by clicking it with a mouse or pressing a key.

server Refers to a logical or physical computer that provides shared resources to network users.

service A process that performs a specific system function and often provides an application programming interface (API) for other processes to call.

session A link between two network devices, such as a client and a server. A session between a client and server consists of one or more connections from the client to the server.

share To make resources, such as directories and printers, available to others.

shared resource Any device, data, or program that is used by more than one other device or program. For Windows NT, shared resources refer to any resource that is made available to network users, such

as directories, files, and printers. Also refers to a resource on a server that is available to network users.

share permissions Are used to restrict a shared resource's availability over the network to only certain users.

shortcut key A key or key combination, available for some commands, that you can press to carry out a command without first selecting a menu. Shortcut keys are listed to the right of commands on a menu.

SID **See** security ID

spooler Software that accepts documents sent by a user to be printed, and then stores those documents and sends them, one by one, to available printer(s).

See also spooling

spooling A process on a server in which print documents are stored on a disk until a printing device is ready to process them. A spooler accepts each document from each client, stores it, then sends it to a printing device when it is ready.

status bar A line of information related to the program in the window. Usually located at the bottom of the window if the window has one.

◄◄ END ►►

-T-

| A | B | C | D | E | F | G | H | I | J | K | L | M |
| N | O | P | Q | R | S | T | U | V | W | X | Y | Z |

text box In a dialog box, a box in which you type information needed to carry out a command. The text box may be blank or may contain text when the dialog box opens.

title bar The horizontal bar at the top of a window that identifies the name of the application or the dialog box. On many windows, the title bar also contains the program icon ad the **Maximize**, **Minimize**, and **Close** buttons.

toolbar	A series of icons or shortcut buttons providing quick access to commands. If a window has a toolbar it is usually located directly below the menu bar.
topic	Information in the Help window. A Help topic contains information about a particular task, command, or dialog box.

-U-

unavailable	Refers to a button or command displayed in light gray instead of black and that cannot be clicked.
user account	Consists of all the information defines a user to Windows NT. This includes such items as the user name and password required for logon, the groups in which the user account has membership, and the rights and permissions the user has for using the system and accessing its resources.
user account database	**See** directory database
User Manager for Domains	In Windows NT Server, a tool used to manage security for a domain or an individual computer. User Manager for Domains administers user accounts, groups, and security policies.
user name	In Windows NT, a unique name identifying a user account to Windows NT.

Print Server, a unique name identifying a user of network print resources to Print Server.

In both cases, the user name cannot be identical to any other user name. |
| **user password** | In Windows NT, the password stored in each user's account that is used during logon to authenticate the user to the network. |

-V-

A	B	C	D	E	F	G	H	I	J	K	L	M
N	O	P	Q	R	S	T	U	V	W	X	Y	Z

virtual printer In Print Server, the universal print driver stored in the WBT that interfaces with network printing resources when a print request is made from the WBT.

-W-

A	B	C	D	E	F	G	H	I	J	K	L	M
N	O	P	Q	R	S	T	U	V	W	X	Y	Z

window A rectangular area on your terminal screen in which you view a program or document. You can open, close, move and resize most windows. You can open several windows at a time, and you can often reduce a window to an icon or enlarge it to fill the entire desktop.

Windows NT-based application Used as a shorthand term to refer to an application that is designed to run with Windows NT and does not run without Windows NT. All Windows NT-based applications follow similar conventions for arrangement of menus, style of dialog boxes, and keyboard and mouse use.

Windows NT Server Network operating system that provides centralized management and security, fault tolerance, and additional connectivity.

-X-

A	B	C	D	E	F	G	H	I	J	K	L	M
N	O	P	Q	R	S	T	U	V	W	X	Y	Z

No terms available.

-Y-

A	B	C	D	E	F	G	H	I	J	K	L	M
N	O	P	Q	R	S	T	U	V	W	X	Y	Z

No terms available.

◄◄ END ►►

-Z-

A	B	C	D	E	F	G	H	I	J	K	L	M
N	O	P	Q	R	S	T	U	V	W	X	Y	Z

No terms available.

◄◄ END ►►

<center>**Project Information**</center>

Product Name:	NetPrint Print Server (OEM/IBM)
Version Number:	1.0
Help file:	SrvCnfg.HLP
This file:	srvcnfg.doc
Last updated:	3/14/2000 1:13 PM
By:	Steve Bonario

<center>**Project Information**</center>

Product Name:	NetPrint Print Server (OEM/IBM)
Version Number:	1.0
Help file:	SrvCnfg.HLP
This file:	sendoffs.doc
Last updated:	3/14/2000 1:13 PM
By:	Steve Bonario

What Do You Want to Know?

Help is available! What do you want to see?

Information about ...

Windows, Dialog Boxes & Message Boxes

Functions

Toolbar Buttons

Menus

Procedures for …

User Names

Printers

◄◄ END ►►

What do you want to know?

You are looking at the Print Server Configuration window. This window contains several components and allows access to all commands.

What would you like to see?

Information about ...

Each window element

All available functions from this window

Procedures for …

User Names

Printers

Steps to …

Delete a user name

Find all assigned printers for a user name

Assign a printer(s) to a user name

Change the default printer for a user name

Remove printer(s) from a user name

◄◄ END ►►

What do you want to know?

You are looking at the **User Properties** dialog box. The **User Name** and **Default Printers** boxes are empty.

What would you like to see?

Information about ...

Each dialog box element

Procedures for …

User Names

Printers

Steps to …

Change assigned printer(s) for a user name

Change the default printer for a user name

What do you want to know?

You are looking at the **Printers** dialog box.

What would you like to see?

Information about ...

Each dialog box element

Procedures for …

User Names

Printers

Steps to …

Assign printers to a user name

Remove printer(s) from a user name

Change the default printer for a user name

What do you want to know?

You are looking at the **Delete User** confirmation message. You have two possible actions to take with this dialog box.

What would you like to see?

Information about ...

Each window element

Procedures for …

User Names

Printers

Steps to …

Delete a user name

What do you want to know?

You are looking at the **Printer Configuration Alert** dialog box. Print Server Configuration has determined that a user name's list of available printers does not match the server's list of installed printers. You have several possible actions.

What would you like to see?

Information about ...

Each window element

Procedures for …

User Names

Printers

Steps to …

Find all printers available to Print Server

Find all assigned printers for a user name

What do you want to know?

You have made a selection in the **User** list in the Print Server Configuration window.

What would you like to see?

Information about ...

Each window element

Procedures for …

User Names

Printers

Steps to …

Assign a printer(s) to a user name

Remove printer(s) from a user name

Change the default printer for a user name

Find the default printer for a user name

Find all assigned printers for a user name

Find properties for the user name

⏮ END ⏭

What do you want to know?

You have made a selection in the **Printer** list in the CE Print Service Configuration window.

What would you like to see?

Information about ...

 Each window element

Procedures for …

 User Names

 Printers

Steps to …

 Find all printers available to Print Server

 Add a printer(s) to Print Server

⏮ END ⏭

What do you want to know?

You are looking at the **No Installed Printers** message.

What would you like to see?

Information about ...

 Message meaning

Procedures for …

 User Names

 Printers

Steps to …

 Add a printer(s) to Print Server

 Assign a printer(s) to a user name

⏮ END ⏭

What do you want to know?

You are looking at the **User Exists** message.

What would you like to see?

Information about ...

Each window element

Procedures for …

User Names

Printers

Steps to …

Find all user names

◄◄ END ►►

What do you want to know?

You are looking at the **Database Consistency** warning message.

What would you like to see?

Information about ...

Message box elements

Procedures for …

User Names

Printers

Steps to …

Assign a printer(s) to a user name

◄◄ END ►►

Window Elements

Select one of the items below to display detail information.

Windows & Window Components

Print Server Configuration main window

Printer List

User List

Dialog Boxes

Printers

User Properties

Printer Configuration Alert

About Print Server

Message Boxes

Delete User Confirmation

Database Consistency

User Exists

No Printers Installed

◄◄ END ►►

All Functions

Click on one of the functions below to display detail information.

User Names

Find all user names

Find properties for the user name

Delete a user name

Printers

Find all printers available to Print Server

Find all assigned printers for a user name

Find the default printer for a user name

Find properties for a printer

Add a printer(s) to Print Server

Assign a printer(s) to a user name

Change the default printer for a user name

Change assigned printer(s) for a user name

Remove printer(s) from a user name

Remove printer(s) from Print Server

◄◄ END ►►

All Menus

Select a menu name:

User

Printer

View

Help

Project Information

Product Name:	NetPrint Print Server (OEM/IBM)
Version Number:	1.0
Help file:	SrvCnfg.HLP
This file:	popups.doc
Last updated:	3/14/2000 1:14 PM
By:	Steve Bonario

*******************Topics for **Printer Configuration Alert Dialog Box** begin here.*******************

System Integrity Error Message

Identifies the error condition causing the alert dialog box to appear. The user name and printer name are identified in the message text.

Printers Available List

List of available printers that can be used with the first or second option as possible substitutions for the removed printer.

Option One

Choosing this option will substitute the selected printer in the **Printers Available** list for all users who have been assigned the printer identified in the error message above.

Option Two

Choosing this option will substitute the selected printer in the **Printers Available** list for only the User Name identified in the displayed error message.

Option Three

Choosing this option will leave all currently assigned and default printers as is. No printer substitutions or changes will be made for any user.

Option Four

Choosing this option will:

1) Leave all currently assigned and default printers as is.
   No printer substitutions or changes will be made for any user.

2) Stop the process of verifying the consistency of the configured printers for the workstation with those assigned to the User Name.

Proceed Button

Click this to have Print Server perform the action indicated by the selected option.
*******************Topics for **Printers Dialog Box** begin here.******************

User Name

Identifies the selected user name. All actions taken in the **Printers** dialog box will affect this user's record.

Assigned Printers List

Displays all the printers currently accessible by the user name identified in the **User** field.

Available Printers List

Displays all the printers accessible by Print Server.

Add Button

Click this button to move the selected printer from the **Available Printers** list to the **Assigned Printers** list.

Remove Button

Click this button to move the selected printer from the **Assigned Printers** list to the **Available Printers** list.

Default Printer

Identifies the printer designated as the default printer for the user name noted in the **User** field.

OK Button

Click this button to accept the printer assignments as shown for the user name noted in the **User** field.

Cancel Button

Click this button to discontinue making changes for the user name noted in the User field.

*******************Topics for **User Properties Dialog Box** begin here.******************

New User Toolbar Button

Starts the **Add User** procedure. When this button is clicked, the **User Properties** dialog box will appear with the cursor in the **User Name** box.

Delete Toolbar Button

Starts the **Delete** process for the highlighted user name.

Properties Toolbar Button

Displays the **User Properties** dialog box for the highlighted user name.

Refresh Toolbar Button

Updates the terminal screen with the most current information for user names and printers.

About Toolbar Button

Displays the **About** dialog box. The **About** dialog box provides the application name, software version number, copyright and Web address information.

Multiple Use** topics begin here. These are topics that are "shared" by several hotspots. ********

Title Bar

Displays the application name on the left. Provides buttons for minimizing, maximizing, restoring or closing the window.

Minimize Window Button

Click to reduce the window to a button on the taskbar.

Maximize Window Button

Click to expand the window to the largest size possible.

Close Window Button

Click to close the window and exit the program.

Menu Bar

Displays the titles of available menus.

Toolbar

Provides buttons that access functions or display application information.

Status Bar

This element displays:

On the left, messages about the status of the application.

On the right, the active status of data entry modes:

NUM	=	Number Lock
CAP	=	Capitals Lock
SCRL	=	Scroll Lock

Size Grip

Expands or reduces the window size. The size grip is active when the pointer changes to a sizing pointer.

*******************Topics for **Print Server Configuration Window** begin here.******************

User list

Lists the **User Names** of the users who can access Print Server. To the right of each name is the assigned default printer name and the status of the user's acceptance of the default printer assignment.

Printer list

Lists the names and corresponding print queues of the printers accessible in Print Server.

	Project Information
Product Name:	NetPrint Print Server (OEM/IBM)
Version Number:	1.0
Help file:	SrvCnfg.HLP
This file:	tsguide.doc
Last updated:	3/14/2000 1:13 PM
By:	Steve Bonario

	Project Information
Product Name:	NetPrint Print Server (OEM/IBM)
Version Number:	1.0
Help file:	SrvCnfg.HLP
This file:	glossary.doc
Last updated:	3/14/2000 1:09 PM
By:	Steve Bonario

Project Information

Product Name:	NetPrint Print Server (OEM/IBM)
Version Number:	1.0
Help file:	srvcnfg.HLP
This file:	basics.doc
Last updated:	3/14/2000 1:09 PM
By:	Steve Bonario

Project Information

Product Name:	NetPrint Print Server (OEM/IBM)
Version Number:	1.0
Help file:	SrvCnfg.HLP
This file:	steps.doc
Last updated:	3/14/2000 1:13 PM
By:	Steve Bonario

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