TECHNICAL DOCUMENT

UNIFREIGHT V4.4

Printer Definition

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DEFINING PRINTERS

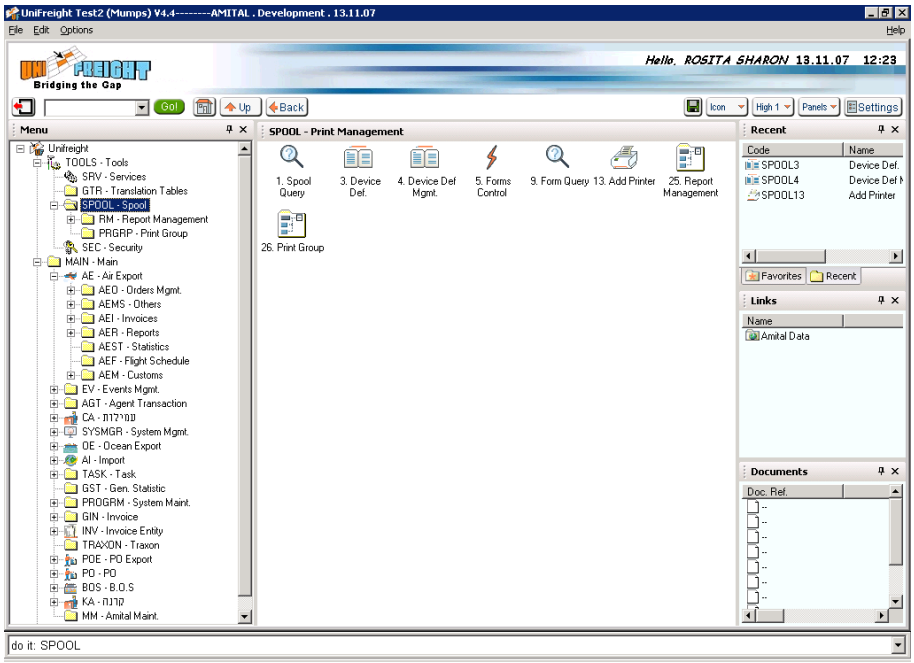
The Device Definition option in the Print Management menu enables you to define the network printers to be used for printing documents and reports, and assign them to branches.

When a user activates the Printer Selection dialog box (see *Chapter 7. Print Options*, in the *Unifreight User Manual*) and chooses the Batch Printer option for printing a document or a report, all the printers assigned to the user's branch display for selection (in the Specific Printer list box).

To access the Print Management menu

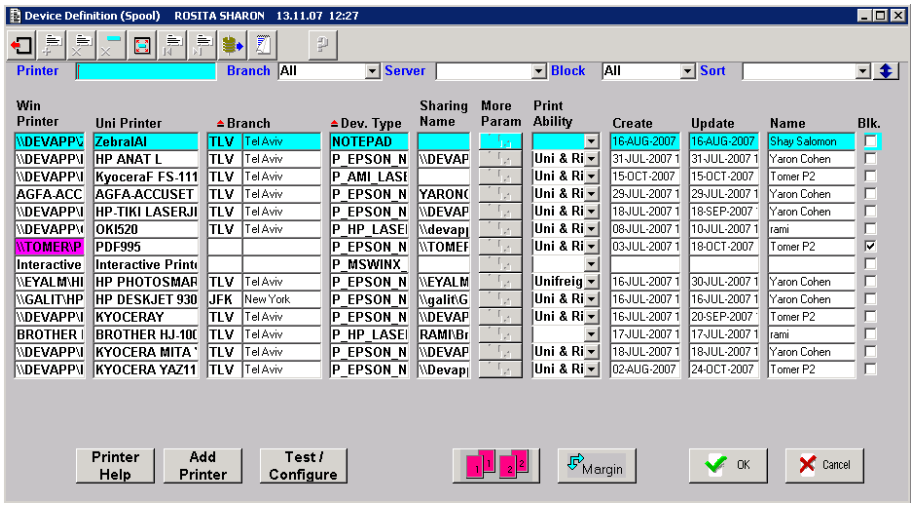
Do one of the following:

- From the System Management menu (SYSMGR), select the Printer Management option.
- From the Tools menu (TOOLS), select Spool.
- In the Search Box, type SPOOL and press Tab.



THE DEVICE DEFINITION DIALOG BOX

When you choose the Device Definition option, the Device Definition dialog box appears.



The Device Definition dialog box contains the following areas:

DATA FILTERING AREA

At the top of the dialog box is a line with fields for filtering the data so that you can display specific data in the Defined Printers area of the dialog box.

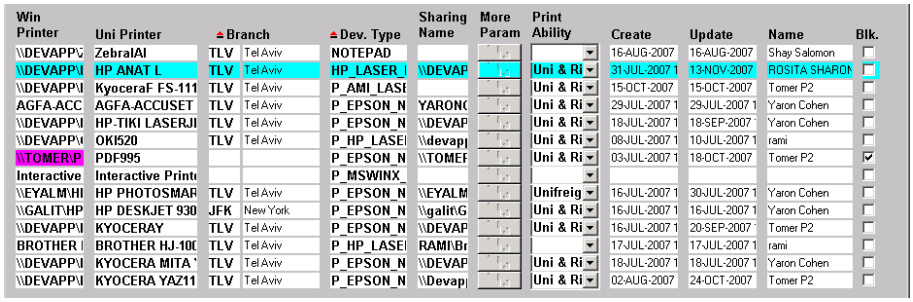
Filter the data using the following methods:

- To display a specific printer, type its name in Printer. As you type in the characters, the list will start showing the matching printers.
- To display the printers of a specific branch, select it in Branch. To display the printers in all branches, select All.
- The Server list box lists the servers available in the organization. To display the printers on all the servers, select All. To display one specific server, select it from the list.
- To display only blocked printers or only active ones, select Blocked or Non_Blocked in Block. To display both, select All.

- The Sort field lists several sorting possibilities. To sort the display by one of them, select it from the list. Use the button to arrange the display in ascending or descending order (every click alternates the order).

DEFINED PRINTERS AREA

The Defined Printers area displays the printers that match the criteria specified in the Data Filtering area.



Win Printer	Uni Printer	Branch		Dev. Type	Sharing Name	More Param	Print Ability	Create	Update	Name	Blk.
\\DEVAPP\	ZebraIAI	TLV	Tel Aviv	NOTEPAD				16-AUG-2007	16-AUG-2007	Shay Salomon	
\\DEVAPP\I	HP ANAT L	TLV	Tel Aviv	HP_LASER_I	\\DEVAP		Uni & Ri	31-JUL-2007 1	13-NOV-2007	ROSITA SHARON	
\\DEVAPP\I	KyoceraF FS-111	TLV	Tel Aviv	P_AMI_LASE			Uni & Ri	15-OCT-2007	15-OCT-2007	Tomer P2	
AGFA-ACC	AGFA-ACCUSET	TLV	Tel Aviv	P_EPSON_N	YARON(		Uni & Ri	29-JUL-2007 1	29-JUL-2007 1	Yaron Cohen	
\\DEVAPP\I	HP-TIKI LASERJI	TLV	Tel Aviv	P_EPSON_N	\\DEVAP		Uni & Ri	18-JUL-2007 1	18-SEP-2007	Yaron Cohen	
\\DEVAPP\I	OKI520	TLV	Tel Aviv	P_HP_LASE	\\devap		Uni & Ri	08-JUL-2007 1	10-JUL-2007 1	rami	
\\TOMER\P	PDF995			P_EPSON_N	\\TOMEF		Uni & Ri	03-JUL-2007 1	18-OCT-2007	Tomer P2	☑
Interactive	Interactive Print			P_MSWINX_							
\\EYALM\HI	HP PHOTOSMAR	TLV	Tel Aviv	P_EPSON_N	\\EYALM		Unifreig	16-JUL-2007 1	30-JUL-2007 1	Yaron Cohen	
\\GALIT\HP	HP DESKJET 930	JFK	New York	P_EPSON_N	\\galit\G		Uni & Ri	16-JUL-2007 1	16-JUL-2007 1	Yaron Cohen	
\\DEVAPP\I	KYOCERAY	TLV	Tel Aviv	P_EPSON_N	\\DEVAP		Uni & Ri	16-JUL-2007 1	20-SEP-2007	Tomer P2	
BROTHER I	BROTHER HJ-10(	TLV	Tel Aviv	P_HP_LASE	RAMI\Br			17-JUL-2007 1	17-JUL-2007 1	rami	
\\DEVAPP\I	KYOCERA MITA '	TLV	Tel Aviv	P_EPSON_N	\\DEVAP		Uni & Ri	18-JUL-2007 1	18-JUL-2007 1	Yaron Cohen	
\\DEVAPP\I	KYOCERA YAZ11	TLV	Tel Aviv	P_EPSON_N	\\Devap		Uni & Ri	02-AUG-2007	24-OCT-2007	Tomer P2	

Defined Printers Columns

The following paragraphs describe the data columns in the Defined Printers area.

Win Printer
The location and name of the printer in Windows.

Uni Printer
The name of the printer in Unifreight. This name will display to the user in the Printer Selection dialog box.

Branch
The branch where the printer will be used.

Dev. Type
The driver to which the printer is connected.

Sharing Name
The share name of the printer in Windows.

Print Ability
The printing abilities of the printer as defined via the Unifreight Printer Configuration Wizard:

- Unifreight – prints only in text mode.

- Rich Report – prints only in graphic mode.
- Uni & Rich – prints both in text and in graphic mode.

Create
The date and time at which the printer definition was created.

Update
The date and time at which the printer definition was last updated.

Name
The user that created the definition.

Blk.
You can deactivate a printer so that it does not appear in the list of printers for user selection, by selecting the Blocked check box.

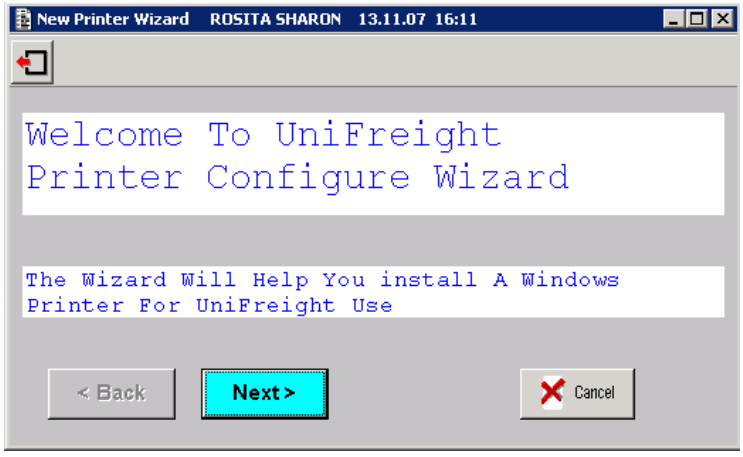
You can reinstate a deactivated printer when necessary, by clearing the Blocked check box.

ADDING A NEW PRINTER

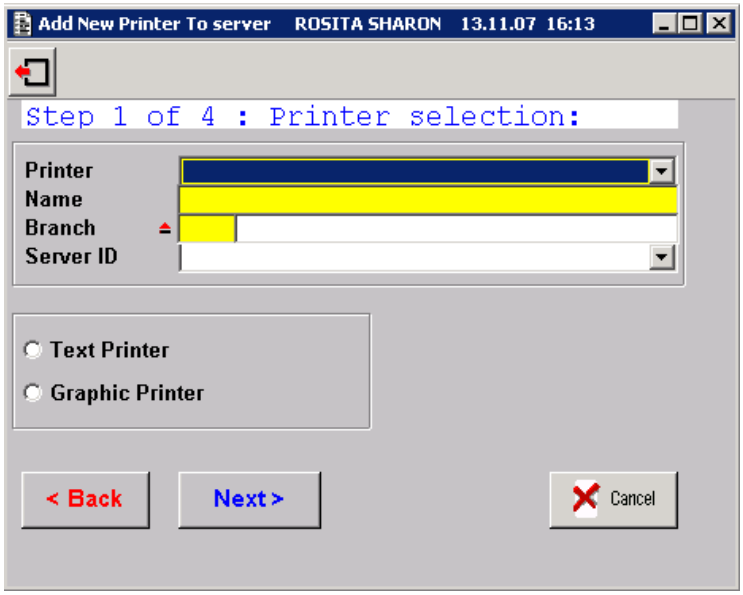
The Unifreight Printer Configuration Wizard is used to install a Windows printer for Unifreight use.

To define a new printer

1. Click the Add Printer button to activate the Unifreight Printer Configuration Wizard.



2. Click Next to continue to Step 1 of the wizard.

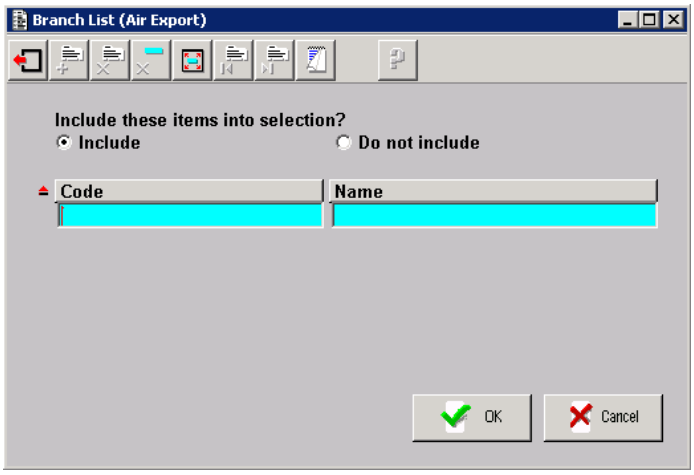


3. Enter the following properties:

Printer
The Printer list box contains the names of the Window printers that have not been installed for Unifreight. Open the list and select the printer you want to install.

Name
Enter the name of the printer in Unifreight. This name will display to the user in the Printer Selection dialog box.

Branch
Double-click on Branch to open the Branch List dialog box.



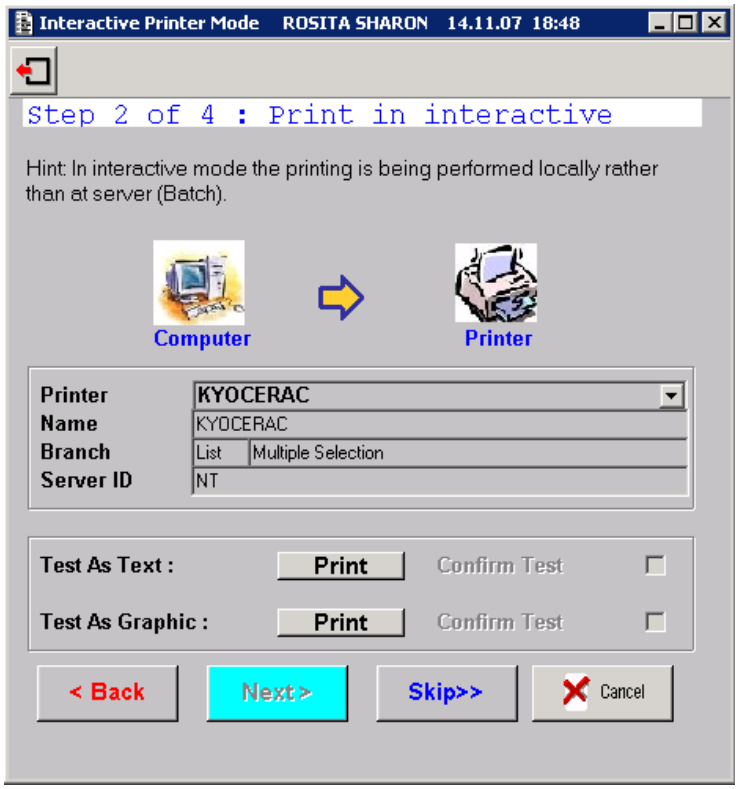
Specify the branches (one or more) where this printer will be used: Double-click on Code and select a branch from the lookup table. Repeat this for each additional branch. Click OK.

If the printer is assigned to more than one branch, the words "List – Multiple Selection" will appear in the Branch field.

Server ID
Select "NT" (default) for standard Windows printers, or "Custom Printer" for a printer designated for a specific purpose.

Text/Graphic Printer
Indicate the type of the printer by selecting Text Printer or Graphic Printer.

4. Click Next to continue. In Step 2 of the wizard you check that the printer prints locally, in interactive mode (via your computer and not via the server).



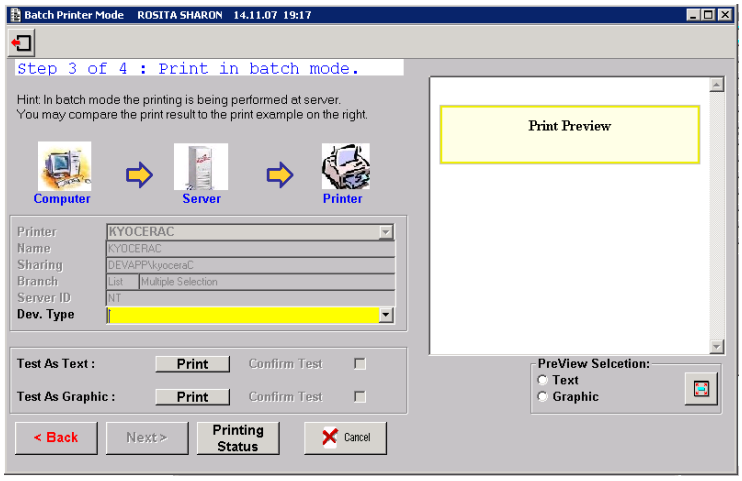
To skip this step without testing the printer locally and continue to the next step, click the Skip button.

If the printer will be used to print in text mode, click the Print button for Test As Text.

If the printer will be used to print in graphic mode (if the printer is a graphic printer), click the Print button for Test As Graphic.

After making sure that the printer has printed properly, select the Confirm Test check box, for each of the modes you have tested.

5. Click Next to continue. In Step 3 of the wizard you check that the printer prints in batch mode (via the server).



The Dev. Type field connects the printer to a corresponding driver. The lookup table contains a list of the supported drivers. In case you cannot find a specific driver in the list, you can choose a generic driver that is likely to match the device.

If the printer will be used to print in text mode, click the Print button for Text As Text.

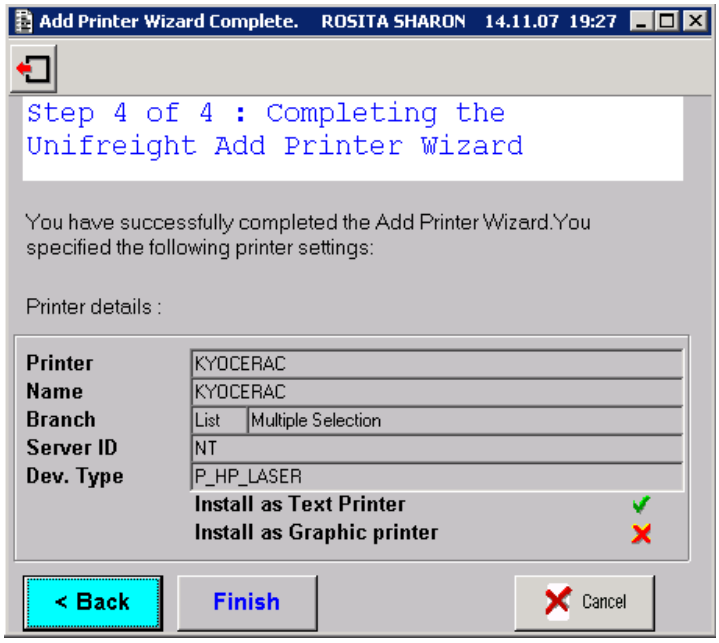
If the printer will be used to print in graphic mode (if the printer is a graphic printer), click the Print button for Test As Graphic.

The Preview Pane on the right shows contents of the printout sent to the server.

Compare the printout to the contents displayed in the Preview Pane. After making sure that the printer has printed properly, select the Confirm Test check box, for each of the modes you have tested.

The Printing Status button opens the Spool Query for tracing the printing job's status.

6. Click Next to continue to Step 4 of the wizard. The printer installation settings display.



Click Finish to complete the installation, or Cancel to cancel it.

UPDATING AND TESTING A PRINTER CONFIGURATION

You can update a printer configuration by modifying properties in the Device Definition dialog box or by using the Test/Configure function. The Test/Configure function opens the Unifreight Printer Configuration Wizard with the details of the selected printer for modifying properties as well as testing the printer in interactive and/or batch modes.

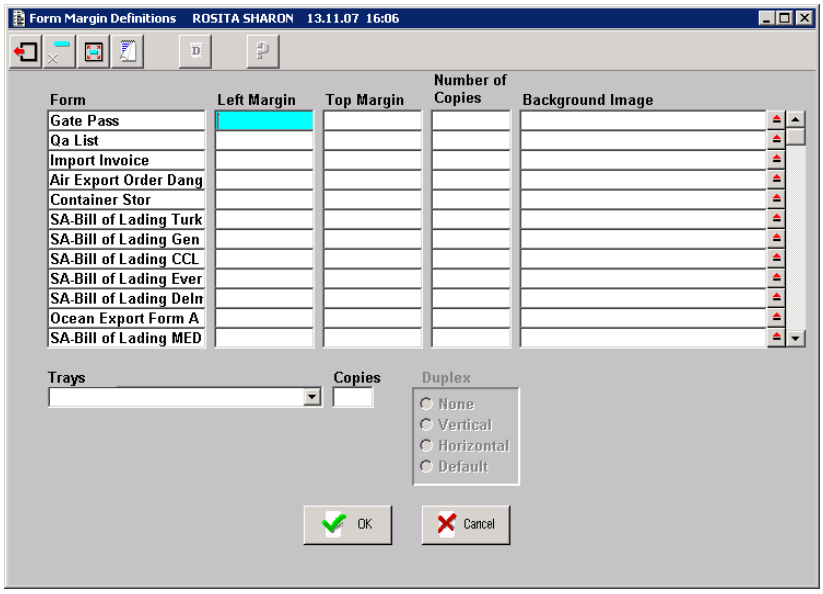
To modify printer properties in the Device Definition dialog box, click on the printer and enter the new values in the relevant fields. You can modify the following properties: Printer Name, Branch, Dev. Type, Sharing Name, and Print Ability.

To modify printer properties via the Unifreight Printer Configuration Wizard, click the Test/Configure button and follow the instructions in *Adding a New Printer*.

DEFINING MARGINS

The Margin function is used to define margins and other default settings for printing documents on a specific printer device.

In the Device Definition dialog box, select a printer device and click the Margin button. The Form Margin Definitions dialog box displays a list of the documents that can be printed.



You can enter the following definitions per document.

Left margin
The distance you want, in terms of number of characters, between the left edge of the page and the left edge of lines.

Top margin
The distance you want, in terms of number of lines, from the top of the page to the top of the first line on the page.

Number of copies
The default number of copies to print. Users can change this value via the Printer Selection dialog box.

Background image
This field appears for printers that support the background image option. To print a background image for a document, click the button on the right and select the image file via the Open dialog box.

Trays – Copies
These fields will appear for printers that have more than one tray. Enter the default number of copies to print from each tray. Users can change these values via the Printer Selection dialog box.

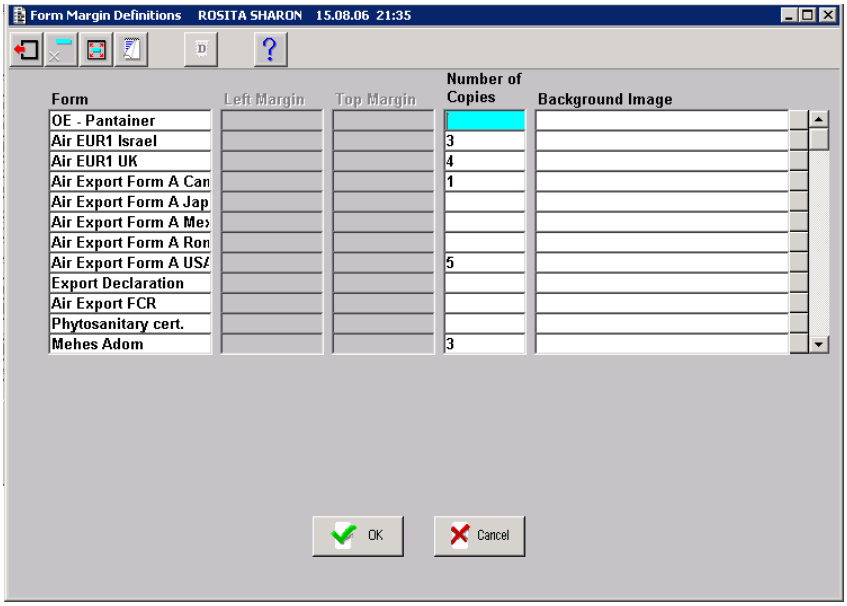
Duplex
This option is enabled for printers that support printing on both sides of the paper. Select one of the following options:

- **None:** No duplex printing.
- **Vertical:** Pages will print as though they will be bound along the top side of the page as you read the text.
- **Horizontal:** Pages will print as though they will be bound along the left side of the page as you read the text.
- **Default:** Pages will print according to the printer's default settings.

DEFINING PRINT SETTINGS

To define general print settings for a document, click the button in the Device Definition dialog box. These settings apply to all printer devices unless other settings have been defined for a document on a specific printer, via the Margin function.

The Form Margin Definitions dialog box displays a list of the documents that can be printed.



You can enter the following definitions per document.

Number of copies
The default number of copies to print. Users can change this value via the Printer Selection dialog box.

Background image
This field appears for printers that support the background image option. To print a background image for the document, click the button on the right and select the image file via the Open dialog box.