Administration guide

PRISMAprepare

océ

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Canon

Production Systems - Cutsheet

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Language

Translation of the original instructions that are in British English.

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(US)

Software version

This documentation describes the functionality of PRISMAprepare v7.1.1.

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Chapter 1
Licences

Define the license server settings

The licenses are based on a MAC address of the computer where the Floating License Server (FLS) is installed. A MAC address is the unique identifier of a network adapter. A computer may have multiple network adapters, both physical and virtual (Ethernet, Wi-Fi, VPN, VMplayer, …). The FLS manages the licenses. The licensed application (PRISMAprepare and/or PRISMAdirect) must connect to the FLS. Therefore, you have to specify:

1. The name of the FLS. The server name can be a network name or an IP address. You have to specify the server name in the licensed application.
2. The port of the FLS. You have to specify the license server port in both the licensed application and the [License Server Administration].
3. Click [Test connection] to test the server name and license server port for correctness.

Terminology

FLS: the computer where the Floating License Server is installed.

Licensed application: PRISMAprepare and/or PRISMAdirect.

Check the IP address or name of the FLS

The FLS name can be a network name or an IP address. To check the name of the FLS, do:

1. Open the "PRISMAprepare Administration" console.
2. Select [Licenses] and double-click [Licenses] in the right-hand pane.
3. Click [Select license server].

- **Local Floating License Server**
  The FLS and the licensed application are installed on the same computer. Use the following FLS name:
  1. 127.0.0.1
     This is the IP address of the local host.

  Do not use: "localhost", the Fully Qualified Domain Name (FQDN) or a short DNS name.
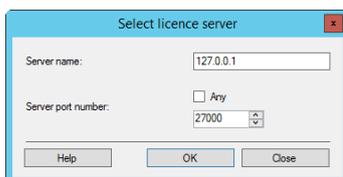
- **Remote Floating License Server**
  The FLS and the licensed application are installed on different computers. Use the following FLS name:
  1. The fixed IP address
   It is recommended to use the fixed IP address of the FLS.
     - **Troubleshooting**
       If the connection is lost while you use a fixed IP address for the FLS:
       Check whether the IP address of the FLS has changed. Update the IP address in the licensed application. The following screenshot uses 134.188.137.170 as IP address. You have to use the actual IP address of your FLS.
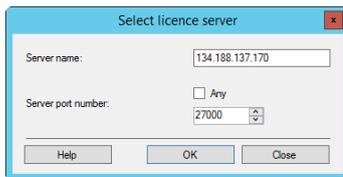
2. The Fully Qualified Domain Name (FQDN), for example, *myserver.mydomain.net*.
   Use the FQDN if the FLS does not have a fixed IP address. For example, the DHCP server assigns a dynamic IP address to the FLS.
   - **Troubleshooting**
     If the licensed application using an FQDN cannot connect to the FLS:
     The DNS server must know the FLS else the FLS cannot receive the dynamically generated IP address from the DHCP server. This DNS server must also be known by the licensed application.
     Ping the FQDN to check if it is already resolved by the DNS server.
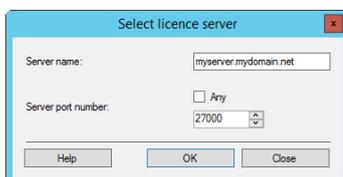
Do not use: a short DNS name, for example, *myserver*. When using a short DNS name, the licensed application must try all known domain names to find or fail to find the FLS.

Check the port numbers

The FLS uses TCP/IP ports to communicate with the licensed application. You have to check if the same license server port is used in both the [License Server Administration] and the licensed application.

To check the license server port for the FLS in the licensed application, do:
1. Open the "PRISMAprepare Administration" console.
2. Select [Licenses] and double-click [Licenses] in the right-hand pane.
3. Click [Select license server].
4. The "Server port number" must be equal to the "License server port number" in the [License Server Administration].
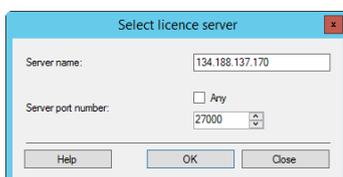
Check the TCP/IP ports used by the FLS:
1. Open the [License Server Administration].
2. Select [License server settings] and click [Edit] .
3. Click [Edit ports].
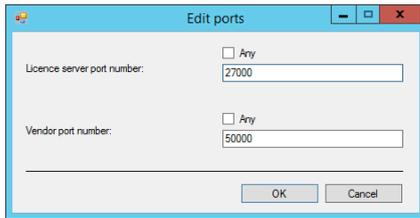
1. The license server port
   The licensed application uses this port number to initiate communications with the FLS. The **lmgrd.exe** process listens on the license server port.
   Range: [27000 - 27009] or [ANY].
   If the port number is [ANY], the FLS uses the first available port in the range [27000 - 27009] to listen for the licensed application. The licensed application tries to connect to the FLS starting with port 27000. If the FLS does not respond, the licensed application tries the next port. When all ports in the range [27000 - 27009] are blocked or in use by other applications, the licensed application cannot connect to FLS.
2. The vendor port
   When the licensed application connects to the license server port, it receives the vendor port number from the FLS. Then, the licensed application opens the vendor port. The **ocelmgrd.exe** process listens on the vendor port.
   Range: [49152 - 65535] or [ANY].
   If the port number is [ANY], the first available port in the range [49152 - 65535] is used by the FLS and the licensed application.

Troubleshooting

Using value [ANY] allows for dynamic assignment of a port number. Using a dynamic port allows the licensed application to adapt itself to changing configurations. However, creating a connection dynamically also costs time in retries, hang-ups, and timeouts. Furthermore, a firewall can allow only fixed ports and block dynamic ports. Use a fixed port for:
• The license server port, for example, 27000. Configure this port in both the [License Server Administration] and the licensed application.
• The vendor port, for example, 50000. Configure this port in the [License Server Administration].

When you want to use a fixed port, you must be sure that the selected port can be used:
1. Check that:
   • The FLS can open the license server port for listening.
   • The licensed application can open the vendor port.

   If a port cannot be opened, an error appears in the log file `lmgrdFile.log`. Location of the log file: `C:\Program Files (x86)\Oce\Floating License Server\lmgrdFile.log`
2. Check that the licensed application can connect to the FLS. For example:
   • The firewall can block access to the fixed port. You have to configure the firewall.
   • Other applications use all ports in the range [27000 - 27009]. You have to free one port in the range [27000 - 27009].

Chapter 2
Printer settings

Discover a new printer

You can use the printer discovery tool to easily add printers to PRISMAprepare. The newly added printer is not automatically available in PRISMAprepare. You have to close and open PRISMAprepare to load the printer in the application.

With this printer discover tool, you can detect printers on your network and get the configuration of the printers by standard SNMP protocol. The SNMP protocol must be enabled on the printers. When SNMP is not enabled, you can still add printers manually.

Click the [Discover] button to launch the [Printer discovery tool].

[Printer discovery method]

You can discover printers on the network either by broadcast, by scanning a range of IP addresses or by defining a subnet mask. By default, the range of IP addresses and the subnet mask are retrieved from the local IP address and the local Windows subnet mask.

Discovery method	Description
[Broadcast to local network]	Use this discovery method when printers are connected to the local network. SNMP enabled printers that recognise this type of broadcast will respond. ✎ NOTE Not all SNMP enabled printers respond to the broadcast.
[Scan range]	Use this discovery method when printers are connected to another subnet of the network than the local network. ✎ NOTE When you have multiple network cards in your system you should use the scan range discovery method. Scan a range of IP addresses for SNMP enabled printers from the lowest to the highest IP address.
[Scan subnet]	Use this discovery method when you network is divided into sub networks. Scan the defined subnet for SNMP enabled printers. The system uses the subnet mask to determine the scan range. You can change the subnet mask.

Click [Search] to start the discovery of printers.

Or you can define the additional settings for [Advanced...] first.

[Advanced discovery]

Click the[Advanced...] button to define SNMP parameters. These parameters are used during the scan process. Some of them are also used to configure the discovered printers.

Scan process properties

Setting	Explanation
[Retries:]	Define how many times the tool tries to contact a printer.
[Timeout (ms):]	Define the response timeout of a printer in ms.

You can select which SNMP version is supported by the printer:
• SNMP V1
• SNMP V3

You can define the following settings when you select SNMP V1:

Settings SNMP V1

Setting	Description
[Read community:]	The read community name is used to identify the group of devices that support printer monitoring. Default value 'public'.

You can define the following settings when you select SNMP V3:

Settings SNMP V3

Setting	Description
[Security user name:]	Define a user name for the authentication service.
[Context:]	'Context' refers to the collection of management information accessible by the SNMP entity. This setting is optional.
[Authentication protocol:]	Select the authentication protocol that is used by the printer. • None • MD5 • SHA
[Authentication password:]	The 'Authentication password' is the password required for the authentication service.
[Confirm password:]	Confirm the authentication password.
[Privacy protocol:]	Select the encryption algorithm that is used by the printer. • None • DES • AES
[Privacy password:]	The 'Privacy password' is the password required for the privacy (encryption) service. This setting is optional.
[Confirm password:]	Confirm the privacy password.

Search result window

Once the discovery starts, using the selected scan method and its parameters, progression status information shows the current number of scanned IP addresses and the current number of printers found. The result of the scan process is updated progressively and displays the following information:

Column header	Explanation
[IP address]	The printer IP address.
[Printer name]	The Windows printer name if the printer is already defined in the local Windows system, otherwise the model name is used as the printer name.
[Printer model]	The printer model.

Column header	Explanation
[Status]	The printer configuration status. The following status can be shown: • [New] The printer is not yet available on the local system. • [Not configured] The printer is available on the local system but the printer is not yet configured for PRISMAprepare. • [Configured] The printer is available on the local system and the printer is configured for PRISMAprepare. • [Not responding] The printer is available on the local system and the printer can be configured for PRISMAprepare. However, the printer is not responding. • [Invalid configuration] The printer is available on the local system. However, the printer is configured for another printer model or another version of the print server. • [Invalid printer] The printer is defined on the local system with the same printer address. However, the printer does not match the discovered printer model or its version.

The following actions are available depending on the configuration status of the printer:
• [Add]
  The configuration status of the printer is [New]. Click [Add] to add the printer to the local system and/or configure the printer for PRISMAprepare. If the driver is required but not yet installed, the action button also launches the printer driver installation wizard before adding the printer to the local system.
  For printers for which no driver is needed, the action button opens a dialog that allows you to add the printer to PRISMAprepare. No printer is added to the local system. The finishers are automatically retrieved from the printer.
• [Edit]
  The configuration status of the printer is [Configured]. Click [Edit] to edit the configuration of the printer.
• [Configure]
  The configuration status of the printer is [Not configured] or [Invalid configuration]. Click [Configure] to configure the printer for PRISMAprepare. The available finishers are automatically retrieved from the printer.
• [Remove]
  The configuration status of the printer is [Not responding] or [Invalid printer]. Click [Remove] to remove the printer from the local system and from the PRISMAprepare configuration.

Add a printer manually

Click the [Add additional printer] button to add a printer manually. For example, SNMP is not enabled on a printer. Therefore, the printer discovery tool cannot find the printer.

Manage the printers for the application

Printer icons

The [Printer settings] dialog offers you a quick overview of the available printers for this application. The printers in the [Printer settings] dialog are available in the [Production] workspace of the application. Certain printers cannot be used by this application:
- Printers which are shared by another computer.
- Printers that print via the 'FILE:' port.

Icon	Description
	The printer cannot be used by PRISMAprepare. The printer is either not supported or configured as "not available".
	The printer is available and configured for PRISMAprepare.
	The printer is available but not configured for PRISMAprepare.
	The default printer for printing a document in PRISMAprepare.
	The printer is available on the local system. However, the printer is configured for another printer model or another version of the print server.

Add a printer that does not need a driver

These printers are displayed in the list of printer models. These printers are driven by a PRISMAsync Print Server, Fiery print server, or Canon PS print server.
1. Click the [Add] button.
   The 'Add a printer' window appears.
2. Select [Printing without printer driver].
3. Select the [Printer model:] and [Print server version:] of your printer.
4. Click [Next].
5. Enter the IP address of the printer.
6. Click [Install].
7. The connection to the printer is created and the hardware configuration is retrieved.
   The 'Settings for <printer name>' dialog appears. You can configure the printer in this dialog.
8. The newly added printer is not automatically available in PRISMAprepare. You have to close and then open PRISMAprepare again to load the printer in the application.

Add a printer that needs a printer driver

You have to install a printer driver to be able to use these printers.
1. Click the [Add] button.
   The 'Add a printer' window appears.
2. Select [Printing with printer driver].
3. Click [Next].
4. Follow the instructions in the wizard to install a new printer.

5. The new printer is installed. The 'Settings for <printer name>' dialog appears. You can configure the printer in this dialog.
6. The newly added printer is not automatically available in PRISMAprepare. You have to close and then open PRISMAprepare again to load the printer in the application.

Additional actions	Description
Remove a printer	1. Select a printer. 2. Click [Remove]. 3. Confirm that you want to delete the printer. The printer is deleted from PRISMAprepare.
Set as default printer	1. Select a printer. 2. Click [Default]. The printer is set as default printer for PRISMAprepare.

Edit the printer settings

The printer-specific settings for each installed printer. These printer specific settings will be available in the [Production] workspace of this application.

Manage the general settings

The general settings define the properties and the availability of each printer.

1. Click [Printer settings] and select an available printer. Click and [Edit] select the [General] tab.
2. [Available in PRISMAprepare]
   Enable this option to make the printer available in PRISMAprepare.
3. Click the printer image. Browse to the image that you want to use as printer image. Images of type GIF, JPG, and PNG are supported.
   Click on [Generated image] to restore the default image of the printer model. For some printer model, the image is automatically build depending on the selected finishers.
4. Click [OK].

Manage the print queues

The print queues of the printer are listed in section [Destination]. The print queues are printer dependent. In addition to the default print queues, DocBoxes and virtual printers can be defined on the print server.

- DocBoxes can be defined on the PRISMAsync Print Server.
- Virtual printers can be defined on the Fiery Print Server.

DocBoxes and virtual printers are print queues that apply specific settings to print jobs that are sent to them. For example, specific color options are applied to each job that is sent to the queue. You have to import these queues from the print server before you can make them available to the operator.

You can enable one or more print queues for the operator. The operator can find the print queues in the [Production] workspace.

1. Click [Printer settings] and select an available printer. Click and [Edit] select the [Destination] tab.
2. Select the print queues that you want to enable for the operator. When you enable more than one queue, you have to define a default queue. Select a queue and click button [Default].
   - Click [Import DocBoxes] or [Import virtual printers] to import specific print queues from the print server. You can enable one or more of these specific print queues for the operator.
3. Click [OK].

Manage the finishers for the printer

Finishers that are possibly available to the printer are listed in section [Finishers]. You have to select which finishers are actually available to the printer. The selected finishers and their output locations become available to the operator in the [Production] workspace.

1. Click [Printer settings] and select an available printer. Click and [Edit] select the [Finishers] tab.
2. Click [Get printer configuration] to retrieve the latest configuration of the printer. This button is only available for printers that support this option.
3. Select which finishers are actually available to the printer.
   • When you select more than one finisher, you have to define a default finisher.
   • You can select the default output location for unused cyclic media. Any unused cyclic media, such as tab media, is deposited in this output location.
4. Click [OK].

Manage the PDL settings

You can manage the page description language (PDL) settings: PostScript level + fonts for PDF files.

1. Click [Printer settings] and select an available printer. Click and [Edit] select the [PDL settings] tab.
2. [Far East fonts:]
   Select this option if you want to include Far East fonts to the print file.
3. [PostScript level:]
   Select the PostScript level of the printer. Available options are [Level 2] or [Level 3].
4. [Emit fonts:]
   • Select option [All fonts] to add all used fonts to the print file. This will lead to a larger print file.
   • Select option [Embedded fonts] to add only the embedded fonts to the print file. For fonts that are not embedded, the printer will check if the font is installed on the printer. If not, the font will be replaced by a font that is installed on the printer.
5. Click [OK].

Manage the preference settings

1. Click [Printer settings] and select an available printer. Click and [Edit] select the [Preferences] tab.
2. Define which printing preferences you want to use:
   - [Let Windows set the printing preferences]
     The default settings for this printer are used. These settings are stored on the Windows system.
   - [Let this application set the printing preferences]
     Click the [Edit preferences] button. The printer driver opens. You can define the printing preferences for this printer.
     Click the [Reset preferences] button to reset the printing preferences. Now, the default printing preferences are used.
3. [Enable the driver settings button in PRISMAprepare print dialog]
   The [Printing preferences] dialog of a printer can offer options that are not available in the [Production] workspace. For example, the [Printing preferences] dialog of a color printer can offer color settings which are not supported by PRISMAprepare.
   Result: A button is added next to the printer driver in the [Production] workspace. The button gives access to the [Printing preferences] dialog of the printer. The button is not added if the [Production] workspace already offers all settings of the printer.

   > NOTE
   > The printer output can be ruined if the [Printing preferences] dialog contains settings that conflict with page program settings. Options like [Same-up], [Booklet], page programming in the driver and [Number of sets] are potentially dangerous. Rasterize and finishing settings are usually save.

4. [Enable accounting]
   When this option is enabled, the tab [Accounting] becomes available in the [Production] workspace.
5. [Maximum number of sheets per job for variable data documents]
   A print job for variable data documents can be very large. You can set a maximum number of sheets per job to limit the size of a print job. Now, the application will cut the large print job into a number of smaller print jobs. Every smaller print job will not contain more than the specified maximum number of sheets.
   The minimum value for this setting is 400 sheets.
   For example, a print job contains 4000 variable data documents. Each variable data document contains 10 pages that are printed on 5 sheets. You set a maximum of 400 sheets. The application now sends 50 smaller print jobs to the printer instead of one large print job.
6. [Web sites for the printer:]
   You can add one or more URLs to the text field. This option is available for PRISMAdirect only.
   Right-click a printer in the [Order processing] to open the context menu of the printer. You can select the website(s) in the context menu.
7. Click [OK].

Manage the connection settings

Define the [Printer connection] settings when you want to:
- Import or export the media catalog via a network to or from the printer.
- Support DocBoxes. Check the specifications of your printer to determine if the printer supports DocBoxes.
- Support printer monitoring via SNMP.

1. Click [Printer settings] and select an available printer. Click and [Edit] select the [Connection] tab.
2. Define the [Printer connection] settings:

Setting	Description
[Printer URL:]	The URL of the printer. For example: http://10.29.167.169. You can edit [Printer URL:] only if the printer connection type is "JMF" or when the printer is not installed in the Windows spooler. The setting is disabled when the address is retrieved from the Windows spooler.
[Print to file]	Select this option to send the print data to a file. You can enable this option to diagnose a print problem.
[Connection type:]	Select if you want to print using a protocol or the Windows spooler. This parameter can be modified only when more than one connection type is supported for the selected printer. • Windows spooler • LPD • JMF
[Connection timeout (ms):]	Define the connection timeout in ms. The printer must respond to each request before the timeout expires. When the timeout does expire, the request to the printer is canceled.

3. Enable option [Printer monitoring] to monitor printers via SNMP.
   For example, you can monitor the toner level, printer status, etc.

Setting	Explanation
Retry timer	Define the frequency to monitor the printer in seconds. The range is: 5 - 900 seconds.

You can select which SNMP version is supported by the printer:
- SNMP V1
- SNMP V3
  SNMP V3 introduces a user-based security model for authentication and privacy services.

You can define the following settings when you select SNMP V1:

Settings SNMP V1

Setting	Description
[Read community:]	The read community name is used to identify the group of devices that support printer monitoring. Default value 'public'.

You can define the following settings when you select SNMP V3:

Settings SNMP V3

Setting	Description
[Security user name:]	Define a user name for the authentication service.
[Context:]	'Context' refers to the collection of management information accessible by the SNMP entity. This setting is optional.
[Authentication protocol:]	Select the authentication protocol that is used by the printer. • None • MD5 • SHA
[Authentication password:]	The 'Authentication password' is the password required for the authentication service.
[Confirm password:]	Confirm the authentication password.
[Privacy protocol:]	Select the encryption algorithm that is used by the printer. • None • DES • AES
[Privacy password:]	The 'Privacy password' is the password required for the privacy (encryption) service. This setting is optional.
[Confirm password:]	Confirm the privacy password.

4. Click [OK].

Chapter 3
Application settings

Backup and restore the configuration

Backup the configuration

The complete configuration is stored with a backup operation.
1. Close PRISMAprepare, the [Hot Folder Administration] and the [Hot Folder Monitoring Console].
2. Browse to the location where you want to save the file.
3. Click the [Backup] button to start the backup procedure.

> 📝 NOTE
> The complete configuration is stored with a backup operation.

4. Enter a file name and click [Save].
    The configuration is stored in a ZIP file that can contain XML-based files, .reg files, image files, templates and script files.

Restore the configuration

You can restore the backup file in an unconfigured application to configure that application.
1. Close PRISMAprepare, the [Hot Folder Administration] and the [Hot Folder Monitoring Console].
2. Click [Browse...]. Browse to the configuration file. The configuration file is a zip file.
3. Select the zip file and click [Open].
4. You must define what part of the configuration must be restored during a restore operation. You can select one or more options. Select all options to restore all files.
    *   Select option [Configuration] to restore the user configuration of the administration console. The user configuration contains the available printers for the application, the data directory, the external applications, the printer images, the manual and automatic preflight rules and registry information
    *   Select option [Media catalog] to restore the media catalog and the punch patterns.
    *   Select option [User settings] to restore the user configuration of the application. For example, the application options, the window layouts, column positions and sizes.
        This option also restores the user configuration for the hot folder(s).
    *   Select option [Finishing templates] to restore the finishing templates.
    *   Select option [Color palette] to restore the user-defined colors.
    *   Select option [Automation templates] to restore the template catalog. The template catalog contains the user-defined templates for documents that need the same layout.
    *   Select option [Stamp catalog] to restore the user-defined stamps.
    *   Select the [Imposition templates and color strips] option to restore the user-defined [Imposition templates] and [Color strips].
    *   Select the [Hot folders] option to restore the configuration of the hot folder(s).

    > 📝 NOTE
    > Also enable the [User settings] option to restore the user configuration for the hot folder(s).

    *   Select option [Near-line finishing] to restore the finishing flows for near-line finishing.
5. Click [Restore].

Manage the data directory

You can manage the directory that stores the temporary files. The default is %TEMP% which is the users temporary directory. (Defined by Microsoft Windows)

The data directory has to be located on a local drive (an MS Windows mounted drive or a local path). You cannot use UNC paths here.
1. To change the [Temporary data folder:], click the [Browse] button and select a different folder.

Manage the external applications

You can configure which external applications can be used by the users of the application. The external applications will appear in the 'Tools' menu of the application. The user can select an external application to change the selected pages. When the user closes the external application, the application will import the updated pages into the document again.

You can add a maximum of **ten** external applications.

Additional actions	Description
Edit an external application	1. Select an external application and click [Edit]. 2. Edit the settings and click [OK].
Remove an external application	1. Select an external application and click [Delete]. The selected external application will be removed.

1. Click [Add] to add an external application.
2. Define the external application name.
3. You can call the external application from the command line. To be able to, you have to:
   • Use the [Application file:] option to define the path to and the name of the executable file of the external application.
     You can use the Browse ('...') button to browse to the correct path and file name.
   • [Command arguments:]
     You must always define '/n' as command argument when the external application is Adobe Acrobat. Define '/n' to be able to close Adobe Acrobat as external application.
4. Use the [Application type:] option to define if the external application can handle a [Single-page] or [Multi-page] input.
   If an external application is a single-page application, the application can only be started if a single page is selected.
5. [Target folder:].
   This is the output folder where the external application stores the results of the actions within that application. The results will be imported from the target folder into the application again. You cannot use UNC paths here.
6. Click [OK].

Manage the finisher templates

Activate a finisher template

You can manage the specific finisher templates for the finishers that are available to the users. The finishers can be in-line or off-line. The finisher template defines which fold, punch and staple options are available for a specific finisher and document type. The generic templates for staples are always available to the users. The generic templates for punch, fold and booklet can be made available to the users.

1. Select the correct finisher template for the specific finisher.
2. Click the '-->' button to activate the finisher template. The users can now use all options of this specific finisher.
3. Click the '<--' button to deactivate the finisher template. The options for this finisher are removed from the application.

Add a finisher template

Setting	Description
Edit the template description	1. Select a finisher template. 2. Click [Edit description...]. 3. Enable [User-defined name]. Define a custom name for the finisher template. You cannot rename the generic templates. 4. Click [OK].

1. Click [Add].
2. Browse to the template file that you want to add.
   You can select one or more template files. You can also add a new version of an existing finisher template.
3. Click [Open].

Manage the imposition templates

Actions	Description
Activate or deactivate an imposition templates	You can activate or deactivate imposition templates in the administration console. Deactivated imposition templates cannot be selected in PRISMAprepare. However, some document types use imposition templates, for example, the signature book uses "Octavo" or "Quarto". An imposition template will always remain active within a document type. So, you can apply a document type to a document. The document type can use an imposition template. Now, the concerning imposition template is always applied to the document. 1. Select an imposition template. 2. Click [Enable] or [Disable].
Add an imposition template	1. Click [Add]. 2. Browse to the file that contains the imposition templates. 3. Click [Open].
Remove an imposition template	1. Select an imposition template. 2. Click [Remove]. 3. Confirm that you want to delete the imposition template. You cannot delete imposition templates that are used by a document type.

📝 NOTE
See the help file of the application for a complete description of the default imposition templates.

The application offers a number of imposition templates. You can add user-defined imposition templates to the application. The main imposition types are:

- [None]

- [N-up]
  Several pages are placed on one sheet side in the (left to right and top to bottom) reading order. The number of pages per sheet side is computed depending on the page size and media size.
  This imposition type has several sub-types. For example: [2-up (1-sided)]

- [Folio]
  Four pages per sheet are placed in a way so that each sheet can be folded in half. All the folded sheets are stacked.
- [Octavo]
  Generates the same imposition as the [Octavo signature book] document type.
- [Quarto]
  Generates the same imposition as the [Quarto signature book] document type.

- [Cut and stack]
  The Cut & Stack imposition enhances printer productivity when printing large documents. Two pages are printed per sheet side. The sheets are cut in two parts. The left stack is stacked on top of the right stack to form a perfect sequential order.
  This imposition type has several sub-types. For example: [Cut and stack with binding edge inside]

- [Same-up]
  The same page is printed twice per sheet side.

This imposition type has several sub-types. For example: [Same-up with binding edge outside]

Variable data documents can also be printed using an imposition template. For example: [VDP4-up].

Manage the color strips

You can manage the color strips available to the users.

Color strips are used in PRISMAprepare as color proofing strips on the printed output.

Activate or deactivate a color strip

1. Select a color strip.
2. Click [Enable] or [Disable].

Add a color strip

1. Click [Add].
2. Browse to the color strip file that you want to add.
   You can select files of type EPS, PDF, TIF, TIFF.
3. Click [Open].

Delete a color strip

1. Select a color strip.
2. Click [Remove].
3. Confirm that you want to delete the color strip.

Manage the log information

The log level defines which log information is sent to the log files of the application and System administration. Any errors and fatal errors are always sent to the log files.

The [All] log level provides the most detailed log information. The [All] log level can impact the performance of the application.

1. Define the log level of the application.

   The new log level is used immediately on most operating systems.

   For some operating systems, you must restart the application to enable the new log level. A message appears to notify you if you must restart application.

2. Define the log level of the System Administration.

   The new log level is used immediately on most operating systems.

   For some operating systems, you must restart the System Administration to enable the new log level. A message appears to notify you if you must restart System Administration.

Collect the log files

The [Diagnostics Package Tool] collects all relevant data required to diagnose PRISMAprepare in a ZIP file. The ZIP file also contains the log files.

1. Open the [Diagnostics Package Tool].
2. Click [Browse].

   Browse to a location to save the log files.
3. Type a name for the ZIP file and click [Save].
   - The tool also collects a number of entries in the registry. Therefore, the message "Do you want to allow the following program to make changes to this computer?" appears three times. Click "Yes" when this message appears.
4. Close the tool.

To diagnose the log files, you have to unzip the file and search for "*.log". Open the log files in a text editor, for example, Notepad.

Manage the punch patterns

Add punch patterns

The punch patterns define the punch parameters for pre-punched media. You can also create punch patterns for custom pre-punched media. The punch patterns can also be read from finishing templates that contain punch patterns.

The punch patterns are available in the media catalog.
1.   Click [Add].
2.   Browse to the templates file. The templates file is an XML file.
3.   Select the file and click [Open].
     The punch patterns are added to the media catalog.

Remove punch patterns

Generic punch patterns cannot be removed or replaced.
1.   Select a punch pattern template.
2.   Click [Remove].
     The punch patterns are removed from the media catalog.

Chapter 4
Remote Service

Configure for automatic license update and allow remote assistance

Remote assistance

Remote assistance enables our organization to connect and support our customers remotely. Implementation is based on TeamViewer. The customer has to allow a remote desktop connection for the help desk employee.

Automatic license update

Updated licenses can be automatically downloaded and installed on the product. An updated license is downloaded and installed automatically when:
• The customer extends the maintenance period.
• The customer has bought optional features.
• The customer has bought support for additional users.

Customers with a valid maintenance contract are entitled to software maintenance releases. The installer verifies whether a customer is allowed to install an update of the product.

A newly downloaded license is:
• Announced to the customer.
• Automatically installed on the local Floating License Server.
  For a remote Floating License Server:
  • Specify the license folder on the remote computer. Share the license folder to install the new license file automatically.
  • The customer can copy the license file manually from the specified license path to the remote Floating License Server. Then, the customer can install the new license file manually.

The customer can verify the expiration date of the license and the maintenance period in the About box.

Configure for automatic license update

1. Enable the [Enable] option.
   There is no connection to the remote service back office when this option is disabled. Wait until the configuration options are activated.
2. Enable [Remote assistance]
   Do not use this option yet when you want to allow remote assistance. Firstly, configure the settings of the proxy server manually. Then do procedure "Allow remote assistance".
3. Click the [Remote Service] button.
4. [Service organization ID:] and [Verification code:]
   The ID and verification code identify your service organization. These settings are used to find your PRISMAprepare installation on the remote service website in the service organization. The serial number is automatically retrieved from the license when the license server is configured correctly. To configure the license server, do:
   1. Open the "PRISMAprepare Administration" console.
   2. Select [Licenses] and double-click [Licenses] in the right-hand pane.
   3. Click [Select license server].
5. Define the proxy server settings when you need special permissions for TeamViewer in your network.
   1. [Detect proxy server automatically]

> 🖉 **NOTE**
> Do not use this option when you want to allow remote assistance. Firstly, configure the settings of the proxy server manually using option [Enable proxy server]. Then do procedure "Allow remote assistance".

> 🖉 **NOTE**
> Only use this option for automatic license update and automatic download of software updates.

The application detects the settings of your proxy server automatically. The proxy server settings as configured in your browser are used.

2. [Enable proxy server]
   Add the settings of the proxy server manually.
   • [Host name:]
     Enter the hostname or IP address of the proxy server.
   • [Port:]
     Enter the port number used by the proxy server.

[Proxy server authentication]
Use this option if the proxy server requires authentication.
1. User name and password
   The logon credentials for the proxy server. Characters in passwords must be typed using the correct case.
2. Domain
   The domain where the proxy server resides.

6. ['PRISMAprepare ORS service' credentials]
   The "PRISMAprepare ORS service" offers the remote assistance functionality. By default, the local system account runs the "PRISMAprepare ORS service".
   It is recommended that you change the account that runs this service only when the Floating License Server is installed remotely.
   1. Select [Other account].
   2. Type the user name and password. Characters in passwords must be typed using the correct case.

7. Click [Restart] to save your changes.
   The application restarts the "PRISMAprepare ORS service".

8. Verify whether the [Remote Service] connection has been established. The status is displayed below the feedback dialog in dialog [Remote Service]. The feedback dialog displays additional information.
   When the service "PRISMAprepare ORS service" is not running, the application cannot connect to [Remote Service].
   1. Open the "Services" dialog on the computer running PRISMAprepare.
   2. Start the service "PRISMAprepare ORS service".

Allow remote assistance

Preconditions for remote assistance:
• Do procedure "Configure for automatic license update".
• The feature [Remote assistance] is installed. If required, run the setup of PRISMAprepare to install the [Remote assistance] feature.
• The [Proxy server settings] are configured.

1. Do procedure "Configure for automatic license update".
2. Open the "PRISMAprepare Administration" console.
3. Select [Remote Service] in the left-hand pane, then double-click [Remote Service] in the right-hand pane.

The Remote Service dialog opens.

4. Enable [Allow remote assistance].
   Remote assistance by our organization is based on TeamViewer. The help desk employee can request to allow a remote desktop connection for remote assistance.

5. Click [Save].

Configure the license path

You can allow the remote server of your service organization to update your licenses automatically.

Additional actions	Description
Activate a license manually	You can manually install and activate a license file. 1. Open the [License Server Administration] and add the license to the Floating License Server.

1. Click the [License path] button.
2. [Detect license path automatically]
   When you enable this option, the license path is filled out automatically when the [Floating License Server] is installed locally.
   The license path cannot be detected when the [Floating License Server] is installed remotely. You have to define the license path manually.
3. Browse to the folder where you want to store the license file. The updated license file is downloaded from the remote server of your service organization to this folder.
   By default, the license path is: `<installation path>\Oce\Floating License Server \DroppedLicense`.
   For a remote Floating License Server:
   • Specify the license folder on the remote computer. Share the license folder to install the new license file automatically.
   • The account that runs the 'PRISMAprepare ORS service' must have to following rights to the shared folder: Modify, Read, Write.
4. Click [OK].

Configure automatic download of software updates

You can allow the remote server of your service organization to send software updates automatically. The software update is not installed automatically. You always install the software update manually.

1. Click the [Download settings] button.
2. [Download updates automatically]
   When you enable this option, any available software updates on the remote server of your service organization will be downloaded automatically.
   The path cannot be detected when the [Floating License Server] is installed remotely. You have to define the path manually.
3. Browse to the folder for the software update file.
   By default, the path for the software updates is: `C:\ProgramData\Oce\PRISMAprepare \Temp\`.
   The software update file is downloaded from the remote server of your service organization to this folder.
4. Click [OK].

Download a software update manually

You have to download a software update manually when option [Download updates automatically] is disabled. When a software update is available on the remote server of your service organization:
- The button [Download update] becomes enabled.
- A message appears in the main dialog of Remote Service.

1. Click the [Download update] button.
   The software update is downloaded to the path defined in dialog [Download settings]. You always install the software update manually.

Install a software update

When a software update is downloaded, the button [Install update] becomes enabled and you can install the update.
1. Click the [Install update] button.
   The application first creates a backup of the current installation. Then, the application installs the update.

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