



GA-1310

Configuration and Setup



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INTRODUCTION

This document describes how to set up network servers and user computers to use the GA-1310 so that users can print to it as a high-performance networked printer. For general information about using the copier, your computer, your software, or your network, see the documentation that accompanies those products.







Setting up the network environment correctly requires the presence and active cooperation of the network administrator. Detailed instructions for configuring networks is beyond the scope of this document. For information, see the documentation that accompanies your network.



For information about supported operating systems and system requirements, see [Welcome](#).

Terminology and conventions

This document uses the following terminology and conventions.

Term or convention	Refers to
Aero	GA-1310 (in illustrations and examples)
Copier	The copier attached to the GA-1310
GA-1310	GA-1310
Mac OS	Apple Mac OS X
Titles in <i>italics</i>	Other documents in this set
Windows	Microsoft Windows 2000, Windows XP, Windows Server 2003, Windows Vista
	Topics for which additional information is available by starting Help in the software
	Tips and information
	Important information
	Important information about issues that can result in physical harm to you or others

About this document

This document covers the following topics:

- Network connectors on the GA-1310
- Information specific to the GA-1310 about setting up network servers

NOTE: For information about network servers, see your network documentation.

- System security through access levels and passwords
- Setup of the GA-1310 from the copier touch panel
- Setup of the GA-1310 from a network computer
- Setup of the GA-1310 to allow users to use WebTools
- Administration of the GA-1310
- Troubleshooting

Administrator functions described in other documentation are summarized on [page 51](#).

Battery information for the European Union and EEA



This symbol indicates that the batteries and accumulators used in this product must be disposed of separately from your household waste in accordance with EU Directive 2006/66/EC (“Directive”) and local requirements.

If a chemical symbol is printed beneath the symbol shown above, in accordance with the Directive, this indicates that a heavy metal (Hg = Mercury, Cd = Cadmium, Pb = Lead) is present in this battery or accumulator at a concentration above an applicable threshold specified in the Directive.

Batteries and accumulators must not be disposed of as unsorted municipal waste. Users of batteries and accumulators must use the available collection framework for the return, recycling and treatment of batteries and accumulators.

If your product contains non-removable batteries, the entire product is already covered by the EU WEEE (Waste Electrical and Electronic Equipment) Directive and should be handed over to an authorized collection site for WEEE. The collection site will take appropriate measures for the recycling and treatment of the product, including the batteries.

Customer participation in the collection and recycling of batteries and accumulators is important to minimize any potential effects of batteries and accumulators on the environment and human health due to substances used in batteries and accumulators.

In the EU, there are separate collection and recycling schemes for batteries and accumulators. To find out more about recycling schemes for batteries and accumulators available in your area, please contact your local city office, waste authority, or waste disposal facility.

CONNECTING TO THE NETWORK

This chapter summarizes the stages in setting up the GA-1310.

GA-1310 on the network

When the GA-1310 is connected to a network, it behaves as a networked printer. The GA-1310 supports the following network protocols (rules that enable computers on a network to communicate with each other):

- AppleTalk
- TCP/IP, which also includes the BOOTP, DHCP, FTP, HTTP, IMAP, IPP, IPv4, IPv6, LDAP, LPD, NBT, POP3, Port 9100, SMB, SMTP, SNMP, SNMP, and SSL/TLS protocols

NOTE: Some limitations of IPv6 support in the GA-1310 are listed below:

- DDNS is not supported.
- DHCPv6 is not supported.
- Router advertisement address is limited to 8.
- GA-1310 applications (utilities and WebTools) are not supported.
- Point-and- Print and bi-directional communication are not supported.

These protocols can run concurrently on the same cable. Computers that use other protocols can print through a server that uses one of the supported protocols. The GA-1310 is auto-sensing, and handles all connections simultaneously.

Stages of installation on the network

Installation can be performed by a network or printing administrator. The stages of a successful installation are:

1 Configuring the network environment

Configure network servers to provide users with access to the GA-1310 as a networked printer. For information about configuring network servers in Windows and UNIX network environments as they relate specifically to the GA-1310, see [page 12](#). For information about using your network, see your network documentation.

2 Physically connecting the GA-1310 to a functioning network

Prepare a network node for the GA-1310. Obtain cable, route it to the location where the GA-1310 is to be installed, and attach the cable to the network connector of the GA-1310. For details, see [page 19](#).

3 Setting up the GA-1310

Configure the GA-1310 for your printing and network environment (see [page 21](#)).

4 Preparing user computers for printing

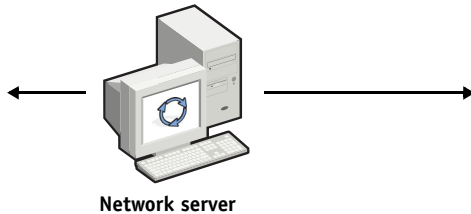
Install the files needed for printing, install user software, and connect the user computers to the network. The software installation is described in *Printing from Windows* and *Printing from Mac OS*.

5 Administering the GA-1310

Monitor and maintain system performance and troubleshoot problems that may arise (see *“Administering the GA-1310”* on page 51).

Summary of GA-1310 network installation

Network server configuration



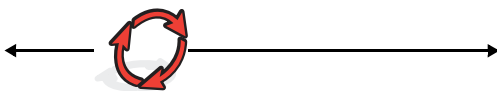
Configure network servers to specify GA-1310 print queues and GA-1310 users.

Connection



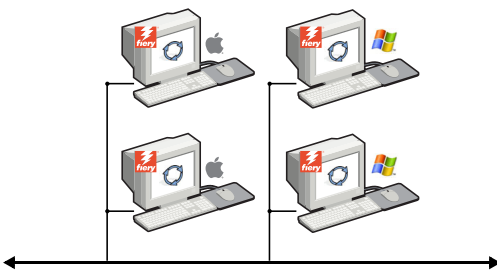
Prepare a network node. Connect the GA-1310 to the network.

GA-1310 Setup



Configure default settings for the options in the Setup menus.

Client computer Setup



At computers where users print to the GA-1310:

- Install the appropriate printer files and connect to one or more print connections.
- Install utilities and an Internet browser on computers where users will use them.
- Verify the GA-1310 in the list of printers.

GA-1310 available on the network

Network server setup requirements

This section provides basic information about configuring the GA-1310 and using it on the network. It does not explain network functions for printing in general. Only information specific to the GA-1310 is presented. Setting up the network environment correctly requires the presence and active cooperation of the network administrator. Detailed instructions for configuring networks is beyond the scope of this document. For information, see your network documentation.

Configure the network and servers, and ensure that there is a live network connection *before* you configure GA-1310 network settings in Setup. This allows the GA-1310 to query the network for zones, servers, and server-based queues.

Whenever you change the configuration of the GA-1310, copier, or network at your site, alter the settings to correspond to the changed environment. Changing network or port settings may require that you make changes to other Setup options, as well.

Windows networks

- **The GA-1310 requires a valid IP address, subnet mask, and gateway address.**

Enter these addresses manually or use DHCP or BOOTP protocols to assign them dynamically. Make sure the GA-1310 name and address are listed in a domain name server (DNS) or hosts name database used by your system.

If more than one GA-1310 print connection is published (for example, if both the Print queue and the Hold queue are published), consider creating a printer for each print connection, so that users can print to each connection directly.

- **Configure the GA-1310 with the correct Windows domain name.**

This is especially important for Windows printing, also known as SMB printing.

To use Microsoft Active Directory, you must assign the GA-1310 to a domain. If you assign the GA-1310 to a workgroup, you cannot use Active Directory.

NetWare networks

- **You must have administrator privileges on the network to create new NDS or bindery objects.**

For more information, see your network server documentation.

- **You can configure a single directory tree and up to eight bindery servers simultaneously.**
- **The GA-1310 looks for print jobs on one NetWare print server per bindery server.**

NetWare file servers support the creation of print queues, which are storage areas for print jobs. When a client on a remote computer decides to print, the job is directed to a Print queue on the NetWare file server and spooled to the NetWare server disk, freeing up the client computer.

To the end of the NetWare queue names, append one of the following suffixes that corresponds to the GA-1310 print connection, as follows:

_print
_hold
_direct

NOTE: These suffixes must be in English and in all lowercase letters.

You do not need to perform Setup when you add or remove a NetWare queue. However, always restart the GA-1310 after you create or remove a queue that will be connected to the print server used by the GA-1310.

When the GA-1310 is configured to connect to a NetWare server, it polls the NetWare server for jobs in each of its queues. If jobs are found, they are automatically transferred over the network to the matching connection on the GA-1310. For example, jobs from the NetWare queue with the _print suffix are sent to the GA-1310 Print queue.

- **You can connect up to eight bindery servers to the GA-1310.**

NOTE: The NetWare bindery server you select must not be in the same tree as the one you selected in NDS Setup, if both NDS and bindery are used by the GA-1310.

AppleTalk networks

AppleShare servers require no special configuration.

UNIX networks

- **When you configure a UNIX workstation with the lpr protocol and connect to the GA-1310 over a TCP/IP network, you can print directly to the GA-1310.**
- **Setting up UNIX workstations requires an administrator with root privileges. After the initial configuration, UNIX users submit print jobs to a named printer.**
- **The GA-1310 is a printer controller that understands lpr protocols.**
- **The GA-1310 has a remote printer name you must use in order to communicate with it successfully.**

Regardless of the UNIX system you use, the name you use for the remote printer (or rp in the /etc/printcap file) in configuring the network for the GA-1310 must be one of the following:

print
hold
direct
name of virtual printer

Computers on a TCP/IP network can print directly to the GA-1310 as a remote printer, or can print to a Windows 2000/Server 2003 server or UNIX workstation acting as a print server.

PREPARING FOR GA-1310 SETUP

To prepare for printing at your site, you must do some initial GA-1310 configuration (or “Setup”) to specify the network environment and the types of printing you do. Before you perform Setup, decide the levels of access to implement, such as passwords and other security features that the GA-1310 offers. Because many of these security features are interconnected, review the information in this chapter to plan for an effective security system, and then perform Setup accordingly.

Levels of access and control

When you configure the GA-1310 during Setup, you implement a particular level of control by configuring these elements:

- Users and Groups
- Print connections
- Access to WebTools

Users and Groups

With WebTools Configure, you create users, assign passwords to users, create groups with particular privileges, and assign users to the groups. Several groups are provided by default, and you can create new groups. All users in a group have the same privileges.

In addition to assigning the users that you have created to a group, you can add users from your organization’s global address list if you have LDAP services enabled on the GA-1310.



The following discussion is an overview designed to help you prepare a security strategy. For more information, including specific procedures, see WebTools Configure Help.

User authentication

The term “user authentication” means the GA-1310 verifies that the user who is sending a job belongs to a group, and the group has printing privileges (“Print in B&W” or “Print in Color and B&W”).



By default, the GA-1310 does not enforce user authentication. That is, even if you assign passwords to users and assign the users to groups, no authentication occurs *unless* you clear the “Allow users to print without authentication” checkbox (in Configure > Users and Groups). If this option is selected, anyone can print to the GA-1310.

If you require users to specify their user name and password (that is, you have cleared the “Allow users to print without authentication” checkbox), users must type this information in the printer driver when they print. Also, users must specify their user name and password if they create files from the printer driver for printing later.

Jobs that are sent through FTP do not require a printer driver. However, you can specify that FTP jobs are authenticated (see Configure > Network > Services > FTP > Require Password for Printing).

Passwords

When you create a new user in WebTools Configure > Users and Groups, you assign a password to the user. In other areas of the system, you can also set passwords for these areas:

- Default admin user in Administrators group
- Default operator user in Operators group



By default, the Administrator password is set on the GA-1310. Change the Administrator password periodically to protect the GA-1310 from accidental or malicious changes to Setup. For more information, see “[Setting passwords](#)” on page 52.

Users in the Administrators and Operators groups have privileges in addition to the explicit ones that you set when you create groups. Examples of these privileges are provided in the following sections.

Administrator privileges

Users in the Administrators group have the highest level of control. Administrator privileges include:

- Configuring the GA-1310 from the Configure WebTool or from the copier touch panel

NOTE: Only the user name of “admin” can configure the GA-1310 from the Configure Web-Tool or from the copier touch panel.

- Adding and deleting groups
- Adding and deleting users
- Setting and changing passwords for users
- Deleting, printing, exporting, and viewing the Job Log
- Deleting, viewing, and modifying users’ print jobs
- Clearing the GA-1310 of all job data
- Printing in black-and-white or color
- Publishing print connections
- Deleting fonts
- Controlling print jobs from the job management tools

- Overriding job settings
- Setting default settings for print options
- Calibrating the GA-1310

Operator privileges

Users in the Operators group control print jobs from the job management tools, including the following:

- Viewing the Job Log
- Deleting, viewing, and modifying other users' print jobs
- Printing in black-and-white or color

Guest privileges (no password)

A user does not need a password to log on as a Guest from the job management tools. A Guest can view the status of active jobs but cannot make changes to jobs or to the GA-1310 state.

GA-1310 print connections

The GA-1310 supports three print connections: Hold queue, Print queue, and Direct connection. You enable, or “publish,” these print connections to users on the network when you configure Printer Setup. All published connections are constantly checked for the presence of jobs. The Print queue and Direct connection give users more direct access to the GA-1310 than the Hold queue. Therefore, do not publish the Print queue and the Direct connection in environments where maximum control is required.

In addition, you can enable the Printed queue, which is a storage area for the most recent jobs from the Print queue. The Printed queue allows users to reprint those jobs by using the job management tools (for example, Command WorkStation).

NOTE: To use the utilities and WebTools, you must enable at least one print connection.

Hold queue

Jobs sent to the Hold queue are spooled to the GA-1310 hard disk for printing at a later time, or for reprinting. Because the Hold queue is a storage area, jobs sent to it cannot proceed through the printing process until the operator intervenes using the job management tools.

Print queue

The Print queue is the standard GA-1310 queue. Jobs sent to the Print queue are processed and printed in the order in which they are received. Jobs prioritized by an operator with the job management tools and jobs sent via the Direct connection take priority over jobs sent to the Print queue.

Direct connection

The Direct connection transmits jobs directly to the GA-1310, but only when the GA-1310 is idle. If the GA-1310 is busy, the job remains at the user's computer until the GA-1310 is ready. The job is then processed as soon as the previous job is finished and before the next queued job is processed.

Jobs sent to the Direct connection are not stored on the GA-1310 hard disk, and cannot be selected for reprinting, moving, or deletion. Therefore, the Direct connection provides a measure of security for sensitive files. Jobs sent to the Direct connection *do* appear in the Job Log, for accounting purposes.



Some types of jobs printed to the Direct connection cause temporary files to be stored on the GA-1310 hard disk, but do not appear in any of the job management tools. These job types are the following:

- PDF jobs
- TIFF jobs
- Jobs with settings for any of these print options:
 - Reverse order printing (for large jobs)
 - Booklet Maker
 - Mixed Media
 - Combine Separations

NOTE: To download fonts to the GA-1310, you must publish the Direct connection.

WebTools

The GA-1310 supports Internet or intranet access with WebTools from Windows and Mac OS computers. To enable use of WebTools, see “[Configuring WebTools](#)” on page 50.

Home

Home provides you with current information about the jobs processing and printing on the GA-1310. To use this WebTool, you do not need a password. For more information, see [Utilities](#).

Downloads

Downloads allows users to download installers for printer drivers and other software directly from the GA-1310. To use this WebTool, you do not need a password. For more information, see [Printing from Windows](#), [Printing from Mac OS](#), and [Utilities](#).



Docs

Docs allows users to access, manage, and modify jobs in their mailboxes on the GA-1310, and submit jobs to the GA-1310. For more information, see [WebTools Docs Help](#).

Configure

Configure allows you to view and modify GA-1310 options from a network computer. This function requires an Administrator password. For more information, see [page 46](#).

Additional security features

In addition to the traditional security features such as passwords, you can use these features to keep the GA-1310 secure:

- IP addresses and ports and MAC Address filtering
- Secure Printing
- LDAP authentication

Restricting IP addresses and ports

To restrict unauthorized connections to the GA-1310, you can permit only users whose IP addresses are within a defined range. You can also close unnecessary ports to reject inbound access from the network. Commands or jobs sent from unauthorized IP addresses or ports are ignored by the GA-1310.

Additionally, you can configure the GA-1310 to allow or deny connections to the GA-1310 over Ethernet, depending on the Media Access Control (MAC) address of the sender. For more information, see [WebTools Configure Help](#).



Secure Printing

This option allows the printing of highly sensitive or confidential files. From the printer driver, a user assigns a password to the job. The user must then enter the password at the copier to print the job. For more information, see [Print Options](#), [Printing from Windows](#), and [Printing from Mac OS](#).

LDAP authentication

When you enable LDAP communication to retrieve names and other information for people at your organization, you can specify the type of authentication. For more information, see [WebTools Configure Help](#).

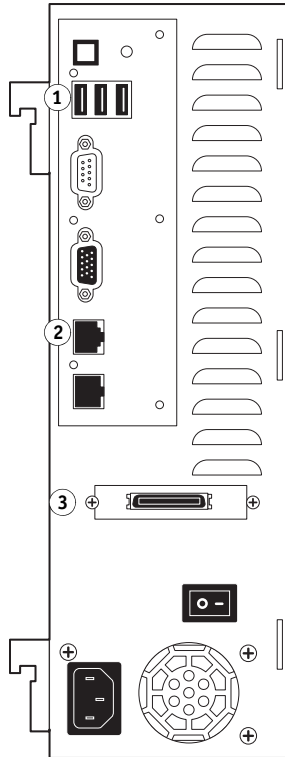


Connecting network cable to the GA-1310

This section includes an illustration of the GA-1310 back panel, and provides information about connecting the GA-1310 to the network.

Back view of the GA-1310

- 1 USB connectors
- 2 10/100/1000BaseT connector
- 3 Copier interface connector



Ethernet connection

For Ethernet connections, the GA-1310 supports Unshielded Twisted Pair UTP (Unshielded Twisted Pair) cabling for these network speeds:

- 10BaseT: Category 3 or higher
- 100BaseTX: Category 5 or higher (4-pair/8-wire, short-length)
- 1000BaseT: Category 5e or higher (4-pair/8-wire, short-length)

To CONNECT TO THE NETWORK**1 Power off the copier and GA-1310.**

For information about the proper procedures, see [page 59](#).

2 Connect the cable from the network to the appropriate network connector (RJ-45) on the back of the GA-1310.**3 Power on the GA-1310 and the copier.**

About Setup

Setup configures the GA-1310 to communicate with other devices and to manage print jobs. Perform Setup the first time you turn on the GA-1310 after new system software is loaded, or any time Server software is reinstalled. When the network or user printing environment changes, change the options accordingly.

NOTE: You cannot access Setup functions from Command WorkStation, Macintosh Edition.

Setup from the copier touch panel

Make settings for Server Setup, Network Setup, and Printer Setup, in that sequence. After the initial Setup, you can change Setup options from the copier touch panel ([page 22](#)) or a network computer ([page 46](#)). Most Setup options can be set using either of these methods.

If you do not make settings in the remaining Setup menus, the GA-1310 uses default settings. You must choose settings appropriate for the printing environment at your site.

Setup from a network computer

To set up the GA-1310 from a network computer, use Configure ([page 46](#)). Access Configure either from WebTools or Command WorkStation, Windows Edition.

SETTING UP THE GA-1310 FROM THE COPIER TOUCH PANEL

Setup is required the first time the GA-1310 is turned on after new system software is loaded. In this initial Setup, you (or the service technician who loads the software) choose the language for GA-1310 copier touch panel menus and messages. If you do not configure a particular Setup option, the GA-1310 uses default settings. Make sure the settings are appropriate for the printing environment at your site.

GA-1310 Setup from the copier touch panel

Setup performed from the copier touch panel configures the GA-1310 to communicate with other devices and manage print jobs sent to it.

Setup provides these groups of options:

- Printer Setup to specify system settings, manage print jobs and queues, and set default settings for PostScript and PCL settings
- Network Setup to specify active network systems that transmit print jobs to the GA-1310
- Services to enable network services such as Windows printing (SMB)

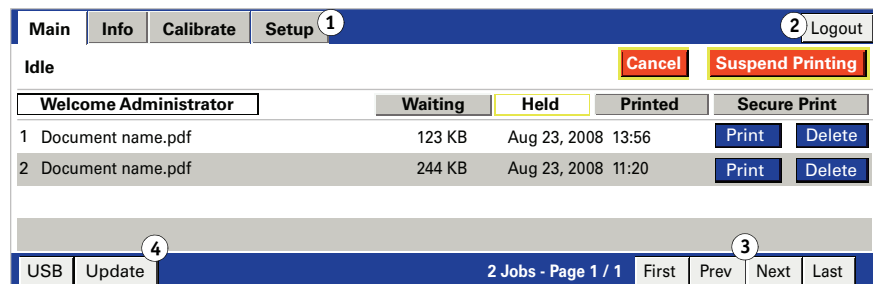
The remaining submenus in the Setup menu are intended to help you manage print jobs, but are not required for printing. For other administration topics, see [page 51](#).

For information about	See
Job Log Setup	page 53
Change Password	page 52
Clear Server	page 55
Factory Defaults	page 56

GA-1310 copier touch panel

The copier touch panel on the copier allows you to view status information about jobs printed to the GA-1310, print system pages, and set up printing.

- 1 Tab to access Setup Menu
- 2 Login/Logout button
- 3 Navigation buttons
- 4 Update button (to refresh the display)



Menu tabs

The menu provides many of the options available from Command WorkStation. Choose the following commands from this menu:

Main tab

The Main tab displays properties of currently printing and queued jobs, and allows you to print jobs. From Main you can also access these commands:

- | | |
|--------------------|---|
| Suspend Printing | Suspend communication between the GA-1310 and the copier. Use this command if you want to interrupt the current GA-1310 job. Jobs continue to process on the GA-1310. After you complete maintenance tasks, choose Resume Printing to continue printing jobs from the GA-1310. |
| Resume Printing | Resume communication between the copier and the GA-1310 after you have selected Suspend Printing. |
| Secure Print | Allows users to control Secure Print jobs. To access Secure Print jobs, a password is required. The user defines and enters the password in the Secure Print option from the Windows or Mac OS X printer driver. For more information, see Print Options .

Secure Print jobs are not accessible from the job management tools.
NOTE: The Secure Print feature is supported on Windows 2000/XP/Server 2000/Windows Vista and Mac OS X only. |
| Cancel | Cancels the processing of a job. |
| USB (Media Server) | Print a file from a USB device to one of the published print connections. For more information about printing, see Printing from Windows and Printing from Mac OS . |

Info tab

The Info tab displays properties of currently printing and queued jobs, and allows you to print jobs. From Info you can also access these commands:

Print Pages

Print system pages from the GA-1310. You can print the following pages:

PS Test Page/PCL Test Page: A Test Page allows you to confirm that the GA-1310 is properly connected to the copier, and provides color and grayscale samples to troubleshoot problems with the copier or the GA-1310. Settings on the Test Page may include: Server Name, color settings, printer model, and date and time the Test Page was printed.

Job Log: Prints a log of the last 55 jobs.

Control Panel Map: Prints the Control Panel Map, which is an overview of some of the screens you can access from the copier touch panel.

Color Charts: Prints samples of the RGB, CMY, and PANTONE colors available from the GA-1310.

Configuration: Prints the Configuration page, which gives the current server and device configuration. This page lists general information about the hardware and software configuration of the GA-1310, the current options for all Setup settings, information about the current calibration, and the IP address of the GA-1310.

FTP Log: Prints an FTP log listing recent FTP activity. This FTP log is useful to the network administrator.

NOTE: To print the FTP log, you must first enable the appropriate service. For FTP printing, see [page 39](#)).

PS Font List/PCL Font List: Prints a list of all fonts currently on the GA-1310 hard disk.

Calibrate tab

Calibrate the GA-1310 using ColorCal. For more information, see [Color Printing](#). If an Administrator password has been set, you must enter it to access Calibration.

Setup tab

The Setup tab allows you to configure the GA-1310 so that it can be operational on your network. Other administrative commands, such as changing passwords and clearing the GA-1310, are available. Descriptions for Setup options begin on [page 27](#).

You must enter the Administrator password to access these submenus:

Printer Setup, Network Setup, Services	Configure the GA-1310 so that it can be operational on your network. You also set default print settings that are applied if jobs do not contain the appropriate information (for example, the color mode).
Clear Server	Clear all jobs in all server queues, as well as all jobs archived on the GA-1310 hard disk, the index of archived jobs (in the Archive window), all FreeForm masters, and the index of FreeForm masters (in the FreeForm window). Consult with your administrator or operator before choosing Clear Server.
Factory Defaults	Restore the GA-1310 to the default settings. For more information, see page 56 .
Setup Summary	Display the current settings for GA-1310 Setup.
Change Password	Change the Administrator and Operator passwords. For more information, see page 52 .

In addition, anyone can use the following commands without entering a password:

Tray Alignment	Adjust the placement of text and images on a page so that they are correctly aligned on the sheet of paper and both sides of a duplex sheet have the exact same alignment. For more information about this function, see Utilities .
Restart Server	Reset the system software but does not reboot the entire system. Network access to the GA-1310 is temporarily interrupted and all currently processing jobs are aborted and might be lost.
Reboot System	Shut down all GA-1310 activity in the correct manner and then reboots the entire system. Network access to the GA-1310 is temporarily interrupted and all currently processing jobs are aborted and might be lost.

Accessing Setup options

When you access Setup options, make sure that no one is preparing to print to the GA-1310.

TO ACCESS SETUP WHEN THE GA-1310 IS IDLE

1 Make sure the information screen on the copier touch panel reads Idle.

If Printing or RIPPING appears, the GA-1310 is processing, and you must wait until the system finishes and reaches the Idle state.

2 At the copier, press the Menu button.

3 At the copier touch panel, press Fiery.

4 On the copier touch panel, press Setup.

5 Log in as Administrator with the Administrator password.

Press the right frame of enter password on the copier touch panel to display the touch panel window keyboard on the LCD panel.

6 Press the button for the Setup you want to access.

7 Perform Printer Setup, Network Setup, and Services, in that order.

8 Change the Administrator password to protect your Setup from unauthorized changes.

For information, see [page 52](#).

About the copier touch panel Setup interface

When you perform Setup from the copier touch panel, you can select one menu after another and enter information about your GA-1310 and your network and printing environment.

When you perform a function from the GA-1310 copier touch panel that prompts you for the Administrator password, you must enter it promptly. Otherwise, the GA-1310 copier touch panel returns to Idle, and you must start over.

Some of the menus you see are shown on the Control Panel Map, which displays the top-level options that you can select.

TO PRINT THE CONTROL PANEL MAP

1 At the copier, press the Menu button.

2 At the copier touch panel, press Fiery.

3 On the copier touch panel, press Info.

4 Press Control Panel Map.

Types of Setup screens

There are two types of Setup options:

Multiple choice questions

You are given choices that appear as buttons on the touch panel (for example, Yes or No, or a list of settings from which to choose). The currently selected value is highlighted. Press the button for the desired option on the touch panel.

As you proceed through the remaining options, make your selections, and press the appropriate button to save the changes when you are prompted.

If the list of options occupies more than one screen, use the Save & Continue button when you have finished with the first screen of settings.

Information entry options

You must specify the information for your site (the printer name or IP address, for example).

When you have entered the settings, you must save the changes. Press the Save Changes button, which is available on each Setup screen. If necessary, the GA-1310 restarts after you exit from the Setup menu.

Printer Setup options

Printer Setup lets you specify system information that pertains to the GA-1310 and users, as well as configure the connections and printing behavior associated with a particular printing device. To access the menu, follow the instructions on [page 25](#).

The submenus and options appear in sequence, as follows. Default values, where applicable, appear in square brackets. Words shown in italics indicate that a product- or site-specific value is displayed.

General Setup

Server Name

Default server name

Enter a name for the GA-1310 (2 to 15 characters long). This is the name by which the GA-1310 appears on the network. When you change the Server Name with this option, the new name is also applied to the Windows Printing Server Name ([page 34](#)).

NOTE: If you have more than one GA-1310, do not give them the same name.

Use Character Set

Macintosh/DOS/Windows [Windows]

Specify whether the copier touch panel and Command WorkStation should use the Macintosh, DOS, or Windows character set for displaying file names. This is important if file names include accented or composite characters (such as é or æ).

For mixed-platform networks, choose the option that gives the best overall representation of the special characters you use.

Print Start Page

Yes/No [Yes]

Specify whether the GA-1310 should print a start page every time it restarts. The start page displays information about the GA-1310, including the server name, current date and time, amount of memory installed in the GA-1310, network protocols enabled, and connections published.

Preview While Processing

Yes/No [No]

Specify whether a preview thumbnail should be displayed in Command WorkStation when a job is being processed. If you select Yes, the preview thumbnail is always displayed in the Processing section of the Activity Monitor.

Time Zone

List of zones

Select the appropriate time zone from a list of supported zones.

Time Server

List

Choose the server with which to synchronize the GA-1310.

Contact Info

Specify the contact information for people who provide support for the GA-1310 and copier.

Enable Queues

For users to access the utilities and WebTools or print to the GA-1310 over a TCP/IP network, you must publish at least the Hold queue or the Print queue.

Publish Direct Connection

Yes/No [Yes]

This option allows users to print (or download) jobs to the GA-1310 without spooling. Jobs printed to the Direct connection are not saved in the Printed queue.

If you plan to download fonts to the GA-1310, you must publish the Direct connection.

Publish Print Queue

Yes/No [Yes]

This option allows users to print (or download) jobs to the Print queue. Jobs that are printed to the Print queue are spooled to the GA-1310 hard disk and printed on a first-in, first-out basis. Only queues published in Printer Setup are available to users.

Publish Hold Queue

Yes/No [Yes]

Use this option to allow users to print (or download) jobs to the Hold queue. Jobs in the Hold queue can only be printed by copying or moving the jobs to the Print queue with Command WorkStation.

Enable Printed Queue

Yes/No [Yes]

Specify whether to enable the Printed queue, which creates a storage location on the GA-1310 hard disk for recent jobs that were printed from the Print queue. Users with Administrator or Operator access to the job management tools can reprint jobs from the Printed queue without resending them to the GA-1310. If you select No, jobs are deleted from the GA-1310 hard disk immediately after they are printed.

Jobs Saved in Printed Queue

1-99 [10]

This option appears only if Enable Printed Queue is set to Yes. Specify the number of jobs to be stored in the Printed queue. Jobs in the Printed queue take up space on the GA-1310 hard disk. If disk space is low, use a smaller value for saved jobs.

Allow Printing From

All users/Authorized users [All users]

Specify whether to verify whether users should be authenticated before they send jobs to the GA-1310.

Use PDF XObjects**Yes/No [Yes]**

Specify whether images in PDF files are cached to reduce the need to reprocess the same image in a file.

Personality**Auto/PCL/PS [Auto]**

This option allows the administrator to set the personality of the copier. If set to Auto, the PDL type of incoming jobs is automatically detected and sent to the appropriate interpreter.

If you choose PS, incoming jobs are initially sent to the PostScript interpreter. If the job type is not PostScript, the job is sent to the other interpreter.

If you choose PCL, incoming jobs are initially sent to the PCL interpreter. If the job type is not PCL, the job is sent to the other interpreter.

PostScript/PCL Setup options

These Setup menus allow you to set defaults for the GA-1310. Users can override most of these defaults on a job-by-job basis. However, users printing from UNIX or DOS command lines cannot override defaults from their applications. Therefore, you must set defaults in Setup. For information about these defaults, see “[Setup options](#)” on page 48.

VDP Setup

Specify the record length for FreeForm jobs. The Job setting defines the record boundary as the entire job. The FreeForm Master setting defines the record boundary as the length of the FreeForm master.

Network Setup options

When you perform Network Setup, you configure the GA-1310 to receive jobs over the network systems that are used at your site, including setting network addresses and names to be used by computers, servers, and the GA-1310 when they communicate with each other.

Before performing Network Setup, confirm that the GA-1310 is connected to an active network because the GA-1310 queries the network for zones, servers, and server-based queues. If you perform Network Setup without a connected and functioning network, default settings are used that may not meet your needs.

The Network Setup menu includes submenus that allow you to configure port types, protocols, and network services. Default settings, where applicable, appear in this document with square brackets. Since Network Setup menus are nested, the names of higher-level menus are shown in this chapter to the left of each menu heading.

Configure options only for the network systems that are currently used at your site. If your network requirements change, you can change Network Setup at any time.

If the GA-1310 is configured to enable more than one protocol, it automatically switches to the correct protocol when it receives a print job.

Port Setup options

Network Setup
Port Setup



To configure the GA-1310, enter the settings for the Ethernet and USB ports.

Ethernet Speed

Auto/100 Mbps Full-Duplex/100 Mbps Half-Duplex/10 Mbps Full-Duplex/10 Mbps Half-Duplex [Auto]

Select an appropriate setting according to the settings of the network to which the GA-1310 is connected. Select Auto if your network environment is mixed or if you do not know the network speed.

Enable USB Port

Specify whether to print through the USB port. You can connect a Windows computer to the USB port and print directly to the GA-1310.

Ignore EOF Character

This option specifies that the GA-1310 should ignore end-of-file (EOF) messages in a file. This option must be set to Yes to print PostScript files in binary format (not ASCII); under normal circumstances, it should be set to No. When this option is set to Yes, the GA-1310 uses the USB port timeout value to determine when the end of the file has been reached. If you experience printing problems, set this option to No.

Port Timeout in Seconds**5–60 [30]**

This setting determines how long (in seconds) the GA-1310 waits without receiving data from the USB port before deciding that the current job is complete. Until the timeout, the GA-1310 cannot receive new jobs through the USB port, but it can continue to receive network print jobs.

USB Media Auto Print

Specify whether to enable automatic printing of jobs from a USB device. Jobs are printed as soon as the USB device is connected to the GA-1310. For more information, see [page 57](#).

TCP/IP Setup options

To configure the GA-1310, choose each protocol and enter the settings for that protocol. You can enable AppleTalk and TCP/IP communication simultaneously.

IPv4 (TCP/IP) Setup

Network Setup
TCP/IP
IPv4 Setup



To configure the GA-1310 for TCP/IP, choose IPv4 Setup. You can also choose whether to enable IPv6 (see [page 32](#)).

NOTE: To enable IPv6, you must first enable IPv4.

When you set an IP address, subnet mask, or gateway address for the GA-1310 during Setup, you can allow the GA-1310 to get these addresses automatically from a DHCP or BOOTP server. First, turn on or restart the GA-1310 and allow it to reach Idle. Make sure the DHCP or BOOTP server is running, and then perform Network Setup.

IPv4 Address Type**Automatic/Manual [Automatic]**

Select Automatic to allow the GA-1310 to obtain its Ethernet IP address by searching the network. Depending on your network and the protocol you select in the following option (DHCP or BOOTP), the IP address can change. Select Manual to assign the GA-1310 a static IP address.

Depending on your selection, configure the appropriate options, as follows:

If you choose Automatic

**Select protocol
DHCP/BOOTP [DHCP]**

Choose the protocol over which the GA-1310 searches for its IP address. Both DHCP and BOOTP allow the GA-1310 to obtain the Ethernet IP address and subnet mask automatically.

Depending on your network, the GA-1310 might be assigned a different address after you restart the GA-1310. With the DHCP setting, the GA-1310 can be assigned a different address even if it is not restarted. Make sure the network is already configured properly for the protocol you select.

NOTE: DHCP option 81 is supported.

If you choose Static

**IP Address
[127.0.0.1]**

Enter the GA-1310 IP address for Ethernet. This IP address, unlike an IP address set automatically, remains the same if you restart the GA-1310. You must change the default to a valid address for your network. For information about setting up printing with TCP/IP, see [page 12](#).

**Subnet Mask
[255.255.255.0]**

This option lets you modify the subnet mask for printing with TCP/IP over Ethernet.

NOTE: Confirm the subnet mask setting with your network administrator before proceeding.

**Gateway Type
Automatic/Manual [Automatic]**

Choose Automatic to assign automatically the gateway address for printing with TCP/IP. If you choose Manual, enter the gateway address in the following option.

**Gateway Address
[127.0.0.1]**

Set the gateway address for printing with TCP/IP on your network.

**Gateway Address
[127.0.0.1]**

If you answered Static to the previous option, set the gateway address for printing with TCP/IP on your network.

IPv6 Setup

- Network Setup
- TCP/IP
- IPv6 Setup



Enable IPv6

Select this option to allow the GA-1310 to retrieve an IPv6 address from the network.

NOTE: To enable IPv6, you must first enable IPv4.

Network Setup
TCP/IP
DNS



DNS Setup

You can configure the GA-1310 so that it can access an appropriate DNS server. With the DNS server, when connecting the utilities or WebTools from remote computers to the GA-1310, users need to remember only its Server Name, which is easier to remember than an IP address.

Enable DNS

Select this option if you have a DNS server connected to your network and if you want to allow the GA-1310 to resolve a name to an IP address.

DNS Address

Automatic/Manual [Manual]

Select this option to get the DNS address automatically. To use this option, you must first select Automatic for IPv4 Address type ([page 31](#)).

Depending on your selection, configure the appropriate options, as follows:

If you choose Automatic for DNS Address

Domain Name

Enter the DNS domain name of the GA-1310.

If you choose Manual for DNS Address

Primary DNS

[127.0.0.1]

Specify the IP address of the primary DNS server.

Secondary DNS

[0.0.0.0]

Specify the IP address of the secondary DNS server.

Domain Name

Enter the DNS domain name of the GA-1310.

WINS Server Setup options

- Network Setup ▶
- TCP/IP ▶
- WINS Server Setup ▶

For setting up the Windows printing service, these characters are allowed in the text fields: uppercase letters, numerals, space, and the following characters:

- _ . - ! @ # \$ % ^ & () { } \ ' ,

Server Name *Default Name*

The server name is the name that appears on the network for accessing the GA-1310 via SMB. The default name is the same as the server name assigned in Printer Setup (see [page 27](#)).

Use Automatic Configuration

To use this option, you must first enable Auto IP Configuration for automatically obtaining the IP address of the GA-1310 (see [page 31](#)). Select this option if the GA-1310 uses a WINS name server and automatically obtains its IP address.

IP Address

If you do not enable Use Automatic Configuration, enter the correct IP address for the WINS Name Server. Obtain the correct address from your network administrator.

Workgroup or Domain

Enter the name of the workgroup or domain. For more information about entering text and characters, see “Types of Setup screens” on page 26.

Server Comments

Server comments (optional) can contain information about the printer. These comments are listed in the GA-1310 Properties in Network Neighborhood.

Port Filtering Setup

- Network Setup ▶
- TCP/IP ▶
- Port Filtering Setup ▶

Close unnecessary ports to help reject inbound access from the network. All ports not listed in the following options are closed.

Enable Ports

Choose whether to improve security for your system, and then choose the port numbers in the following options.

Port number	Corresponding protocol	Example of protocol usage
20-21	FTP	FTP printing, scan to FTP
80	HTTP	WebTools and IPP printing
123	SNTP	Communication with a time server
137-139	NetBIOS	SMB printing
161-162	SNMP	Command WorkStation
427	SLP	
443	SSL	
445	SMB/IP	
500	ISAKMP	IPsec
515	LPD	WebTools and LPD printing over Windows
631	IPP	IPP Printing over Windows
4500	IPsec	
EFI Ports (Ports 8021-8022 and 9906)		Command WorkStation and the printer driver Two-Way Communication feature
9100-9103		Port 9100 printing over Windows XP/2000/Server 2003

IP Filtering

- Network Setup ▶
- TCP/IP ▶
- IP Filtering Setup ▶

Set controlled access to the GA-1310 by specifying IP addresses or a range of IP addresses that the GA-1310 permits or rejects. This prevents unlimited access to the GA-1310 over your network and ensures network security in your environment.

NOTE: IP addresses 0.0.0.0 and 255.255.255.255 are not valid addresses.

Enable IP Filter

Select this option to enable IP filtering on the GA-1310.

Filter Policy

Accept/Deny [Accept]

Select Accept to accept IP addresses other than the IP addresses you specify at this Setup. Select Deny to reject IP addresses other than the IP addresses you specify at this Setup.

Add Filter

Filter list

The number of available entries in the Filter list are displayed. Specify the IP Address/IP Range. There is no list displayed if you are entering the first IP address.

Delete Filter

Filter list

Select this to delete IP addresses from the list individually or by range.

Edit Filter

Filter list

Select to make changes to permitted IP addresses from the list, either individually or by range.

IPsec (Internet Protocol Security) Setup

- Network Setup ▶
- TCP/IP ▶
- IPsec ▶

If users' computers support IPsec, you can enable the GA-1310 to accept encrypted communications from users.

Enable

Select this option to enable IPsec on the GA-1310.

Preshared key

If you previously defined a preshared key, enter it here. All incoming communication that uses IPsec must contain this key.

AppleTalk Setup

- Network Setup ▶
- AppleTalk Setup ▶

Enable AppleTalk

Select this option if you have an AppleTalk network connected to the GA-1310. This setting enables the GA-1310 to communicate over AppleTalk networks.

AppleTalk Zone

List of zones

The GA-1310 searches the network for AppleTalk zones in your network segment. Scroll through the list to select the AppleTalk zone in which you want the GA-1310 to appear. If your segment has only one zone, the GA-1310 is assigned to that zone automatically.

The message "No AppleTalk zone found" may mean your network has no zones, or the network cable is not connected.

Services options



With the Services menu, you can enable services such as LPD and FTP.

To configure the GA-1310 for PServer (NetWare printing), you must use Configure. For information, see [“Accessing Configure from a network computer”](#) on page 46 and WebTools Configure Help.

Windows Setup (SMB) options

Services
Windows Setup



Enable Windows Printing

Server Message Block (SMB), also known as Windows printing, is the file and printer sharing protocol built into Windows. Enabling SMB allows the GA-1310 to be listed on the network so that Windows clients can print to a particular print connection (Hold, Print, or Direct) on the GA-1310 without any other networking software. For information about setting up a Windows computer for Windows printing, see [Printing from Windows](#) and your Windows documentation. Windows printing runs via TCP/IP, so you must configure TCP/IP on the GA-1310 and on all computers that use Windows printing.

Set Driver Type PS/PCL [PS]

Select the type of printer driver to download to a Windows computer when installing a printer with the Point and Print method of installation.

LPD Setup

Services
LPD Setup



Enable LPD Yes/No [Yes]

Select Yes to allow LPD printing.

Default LPD Queue Print Queue/Hold Queue [Print Queue]

Select the default connection for LPD printing if it is not set by the user.

Web Services Setup

Services
Web Services Setup



Enable Web Services Yes/No [Yes]

Select Yes to enable access to WebTools.

Enable IPP Yes/No [Yes]

Select Yes to enable printing with the Internet Printing Protocol (IPP). For information about setting up user computers to use IPP printing, see [Printing from Windows](#).

Port 9100 Setup

Services
Port 9100 Setup



Enable Port 9100 Yes/No [Yes]

This option enables applications to open a TCP/IP socket to the GA-1310 at Port 9100 to download a print job.

Port 9100 Queue Direct Connection/Print Queue/Hold Queue [Print Queue]

Specify the GA-1310 print connection for downloading jobs to Port 9100. Only the print connections you have enabled in Enable Queues ([page 28](#)) are available.

FTP Setup

Services
FTP Setup



Using FTP Printing options, you can enable the GA-1310 to serve as an FTP server.

NOTE: FTP printing is supported for Windows, Mac OS, UNIX, Linux and other operating systems supporting the FTP protocol. The GA-1310 serves as an FTP server in compliance with RFC959, although all the functionality described in RFC959 is not supported. Use FTP passive mode for an outbound connection.

Enable FTP

Select this option to enable FTP printing on the GA-1310.

Require Password for Printing

Specify whether to require a user password for FTP printing.

Timeout (sec)

30-300 [30]

Specify the timeout. After you have finished making the selection, restart the GA-1310 for the settings to take effect. To confirm the settings, print a Configuration page.

Default FTP Queue

Print Queue/Hold Queue [Hold Queue]

Specify the default connection for printing jobs from FTP Printing if it is not set by the user.

LDAP Setup

Services
LDAP Setup



The GA-1310 supports the following for LDAP servers:

- Lotus Domino 5.0.6a or later
- NetWare 5.x or later
- Windows 2000/Server 2003 with Active Directory service loaded

Enable

Select this option if you want to use an LDAP server.

Server

Type the name of the LDAP server that you want to use.

Domain name

Type the name of the domain in which the LDAP server exists. This information is used if the authentication method is GSSAPI.

Maximum Number of Results**0-65535 [1000]**

Specify the maximum number of results that the GA-1310 accepts from the LDAP server.

Port**1-65535 [389]**

Specify the port number for LDAP communication.

Search Base

Specify the search base to search an LDAP server. The GA-1310 searches the area of the directory specified by the search base.

Timeout (sec)**1-100 [60]**

Specify the maximum amount of time to elapse before the GA-1310 stops attempting to connect to the LDAP server.

Secure Communication

To use secure communication with an LDAP server, select this option. With the next option, you choose the appropriate protocol.

Secure Protocol**TLS/SSL [SSL]**

Choose the method for verifying authentication.

Authentication**Automatic/Simple/GSSAPI [Automatic]**

Choose the type of authentication.

Depending on the setting, you are prompted to enter the User Name, Password, and Domain for the authentication.

The GA-1310 supports the following authentication methods:

- Simple (for Lotus Domino and NetWare servers)
- GSSAPI (for Windows 2000/Server 2003 servers)

If you use GSSAPI, note the following:

- A DNS server that supports Reverse DNS Lookup must be present on your network.
- The LDAP server IP address and host name must be registered on the DNS server.
- The time difference between the LDAP server and the System Time of the GA-1310 must be 5 minutes or less.

For more information, ask your network administrator.

User Name

Type the user name for access to the LDAP server. This information is used if the authentication method is Simple or GSSAPI.

Password

Type the password for access to the LDAP server. This information is used if the authentication method is Simple or GSSAPI. If you use GSSAPI authentication, the password is encrypted when it is sent across the network.

SNMP Setup

Services
SNMP Setup

**Enable SNMP**

Select this option to enable SNMP communication over an IP connection.

**Security Level
Minimum/Medium/Maximum [Medium]**

Select the level of security provided by the GA-1310:

- Minimum: corresponds to functionality in SNMP version 1.
- Medium: offers more security for SNMP version 3.
- Maximum: most secure setting for SNMP version 3.

The following table describes the access for the different security levels:

User	Access	Minimum	Medium	Maximum
SNMP v1	Read	Yes	Yes	No
	Write	Yes	No	No
SNMP v3 Unsecure	Read	Yes	Yes	No
	Write	No	No	No
SNMP v3 Secure	Read	Yes	Yes	Yes
	Write	Yes	Yes	Yes

NOTE: Some of the utilities require that you set the security level to Minimum in an SNMP v1 environment.

SNMP Read Community Name
[public]

Specify the SNMP Read Community Name. When it is changed, the new community name must be entered to read any information in the Configure WebTool. A maximum of 32 ASCII characters including spaces can be used for the community name.

NOTE: A space at the beginning or end of the name is automatically deleted from the name entered. When an invalid character is entered or no name is specified, the default “public” is used for the Read Community name. A name consisting only of spaces is invalid.

SNMP Write Community Name
value

Specify the SNMP Write Community Name.

Authentication Type
MD5/SHA [MD5]

Specify the type of authentication.

Authentication Password

Enter the password for reading MIB values based on the secure user name.

Unsecure User username

If you selected Minimum or Medium for Security Level, specify a user name for which authentication and encryption are not used.

Secure User username

Specify a user name for which authentication (and if necessary, encryption) is used.

Privacy Type
DES/None [DES]

Select the type of encryption algorithm.

Privacy Password

Specify the privacy password.

Restore SNMP To Defaults

Select this option if you want to revert SNMP settings to the original GA-1310 factory default settings.

Scan Setup

Services
Scan Setup



Enable Scan

Specify whether to allow users to scan from the GA-1310.

Clear Each Scan Job

1 day after scan/Manual/1 week after scan [1 day after scan]

Specify how often to remove scanned data sent to a mailbox on the GA-1310 hard disk. If you select Manual, the scanned data remains on the hard disk until specifically deleted, or until all scanned jobs are cleared by the Administrator.

Default Format

PDF/TIFF/JPEG [PDF]

Choose the default format for files attached to an FTP or Saved to Disk.

Send via SMB

Select this option to enable sending scan jobs over SMB.

Send via FTP

Select this option to enable sending scan jobs to an FTP server.

Clear Each Scan Job Now

Select if you want to immediately remove the scanned data sent to a mailbox on the GA-1310 hard disk.

Services
Proxy Setup



Proxy Setup

If your FTP server uses a proxy server, enter the appropriate information in the following options.

Enable Proxy

Select this option to enable a proxy server for security purposes.

Proxy Server

Enter the IP address of the proxy server on your network.

Port

1-65535 [21]

Enter the port number of the proxy server on your network. This port number must be entered at the GA-1310 when sending jobs to a secure FTP site.

The port number is required for sending jobs to an FTP server. When you change the port number to send a job, you need to enter the same port number used for sending that particular job.

User Name

Enter the user name for the proxy server.

Password

Enter the user password for the proxy server.

SETTING UP THE GA-1310 FROM A NETWORK COMPUTER

After you perform initial Setup from the copier touch panel, you can change most Setup options from a network computer using Configure. To use Configure from a network computer, you must know the GA-1310 Administrator password.

Accessing Configure from a network computer

To set up the GA-1310 from a network computer, use Configure. You can access Configure in these ways:

- WebTools from a supported Internet browser
- Command WorkStation, Windows Edition

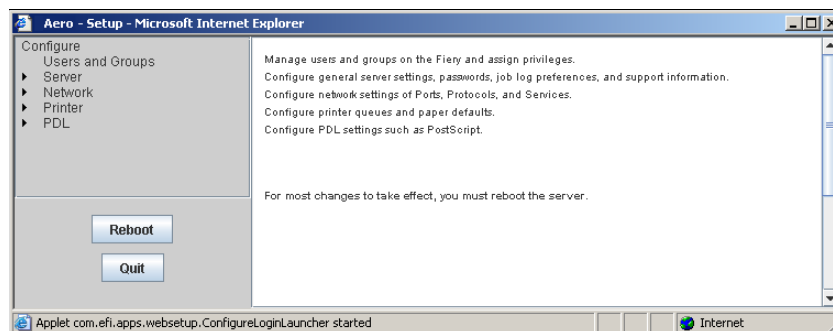
To ACCESS CONFIGURE FROM AN INTERNET BROWSER

- 1 Start your Internet browser and type the IP address of the GA-1310.
- 2 Click the Configure tab on the GA-1310 home page.
- 3 Click Launch Configure.
- 4 Log on as Administrator with the appropriate password.

To ACCESS CONFIGURE FROM COMMAND WORKSTATION, WINDOWS EDITION

- 1 Start Command WorkStation.
- 2 Log on as Administrator with the appropriate password.
- 3 Choose Setup from the Server menu.

Regardless of the method you use, the following dialog box appears.



Using Configure



Some Setup options cannot be accessed from Configure. Use the copier touch panel instead.

For information about using Configure and setting options, see WebTools Configure Help.

SETUP OPTION REFERENCE

This chapter describes the default settings that you can set for these groups of Setup options:

- PS (PostScript) Setup
- PCL Setup

Depending on the Setup method that you use, not all options are available. For more information about these options, see *Print Options*.

Setup options

To determine the current Setup defaults, print the Configuration page from Command WorkStation.

Option	Settings (default is underlined)	Description
Allow Courier Substitution	<u>Yes</u> , No	Specify whether to substitute Courier for fonts that are unavailable when you download files to the GA-1310, or when you print a document for which you do not have the corresponding printer font. If this option is set to No, jobs with fonts that are unavailable on the GA-1310 hard disk generate a PostScript error and do not print. This setting does not apply to PDF files; font substitution occurs automatically in PDF files.
Append CR to LF	<u>Yes</u> , No	Specify whether to append a carriage return to each line feed.
Convert Paper Sizes	<u>No</u> , Letter/11x17->A4/A3, A4/A3->Letter/11x17	<p>Converts paper sizes in documents automatically to the default paper sizes specified. For example, if you select Letter/11x17->A4/A3, a letter size document is automatically printed on A4 paper.</p> <p>This option works in conjunction with the Default Paper Sizes option. For example, if Convert Paper Sizes is set to Letter/11x17->A4/A3, and Default Paper Sizes is set to US, then jobs are printed A4/A3 size. This also includes GA-1310 system pages such as the Start Page, Test Page, and Job Log.</p> <p>This option applies only to PostScript jobs.</p>
Cover Page	<u>Disable</u> , Before Job, After Job, Before and After	Prints a cover page (job summary) containing the name of the user who sent the job, the document name, the server name, the time the job was printed, the number of pages printed, and the status of the job. Specify whether to print before or after the job, or both. If a PostScript error occurs and the Print to PS Error option is set to Yes, the cover page lists the PostScript error message instead of the job status.

Option	Settings (default is underlined)	Description
Default Orientation	<u>Portrait</u> , Landscape	This PCL option determines whether the text or image will be oriented along the short edge of the paper (portrait) or along the long edge of the paper (landscape).
Font Source	<u>Internal</u> , Soft Font	Specify the PCL font source to be enabled.
Print Master	<u>Yes</u> , No	Select Yes to print a FreeForm master when created and printed to the GA-1310. The master is retained on the GA-1310 after printing unless deleted later. Select No only to process and hold a FreeForm master on the GA-1310.
Print to PS Error	Yes, <u>No</u>	Specify whether the GA-1310 should print the available portion of a print job when it encounters a PostScript error. Select Yes to print the portion of the job that was processed before the error occurred; select No to cancel the print job entirely when a PostScript error is encountered. Leave this option at No unless you encounter printing problems.
Scale to Fit	On, <u>Off</u>	Specify whether to scale a document size to a selected paper size if the document size is different from the paper size. With the Off setting, if the document size is larger than the selected paper size, the document is cropped to the paper size when printed. The Scale to Fit option works in conjunction with the Print Size option in the printer driver.
Symbol Set	ASCII, <u>ROMAN_8</u> , ECMA-94 L1, PC_8...	Choose the PCL symbol set that best matches the needs of users printing to the GA-1310.

CONFIGURING WEBTOOLS

WebTools allow you to manage your GA-1310 remotely from the Internet or from your company's intranet. The GA-1310 has its own home page, from which you can select the WebTool that you want to use.



For information about using WebTools, see [Utilities](#). Also, for many of the WebTools, you can consult the Help.

Configuring the GA-1310 and computers for WebTools

WebTools provide access to many GA-1310 functions via the Internet (or intranet), providing additional flexibility in remote management. After WebTools are enabled, you can access them from a network computer.

TO ENABLE ACCESS TO WEBTOOLS, ENABLE THE FOLLOWING ITEMS

- A valid, unique IP address, subnet mask, and gateway address (if required) for the GA-1310
- Web Services

If you want to use WebTools for printing, enable these remaining items:

- Port 515 (LPD)
- Print queue

TO SET UP A COMPUTER TO ACCESS WEBTOOLS

- 1 Enable TCP/IP networking on the user computer.
- 2 Assign the computer a valid, unique IP address, subnet mask, and gateway address, if required.
- 3 Install an Internet browser that supports the Java language and frames.

Make sure Java is enabled. For more information about supported browsers and WebTools requirements, see [Welcome](#).

TO ACCESS WEBTOOLS

- 1 Start your Internet browser and type the IP address or DNS name of the GA-1310.
The GA-1310 home page appears.
- 2 Click the tab corresponding to the WebTool that you want to use.

ADMINISTERING THE GA-1310

This chapter provides tips on managing GA-1310 printing, performance, and security.

Administrator functions

Administration features are included with the user software and are built into the GA-1310. The following table describes where to find information about these features.

For this information	See
Administrator and Operator passwords	page 52
Clearing the GA-1310	page 55
Configuration page	page 57
Connecting the GA-1310 to the network	page 19
Job Log Setup	page 53
Network servers, setting up to manage and share printing services	Documentation for your network servers
Network servers, setting up with information specific to the GA-1310	page 9
Optimizing GA-1310 performance	page 58
Printer default settings	page 48 <i>Printing from Windows</i> <i>Printing from Mac OS</i>
Publishing the Direct connection, Print queue, or Hold queue to users	page 28
Restoring the GA-1310 to factory defaults	page 56
Setting up printing, installing printer drivers, installing user software	<i>Printing from Windows</i> <i>Printing from Mac OS</i>
Shutting down, rebooting, and restarting the GA-1310	page 59
Troubleshooting GA-1310 Setup	page 60
USB printing	page 57
WebTools	page 50

Setting passwords



The Administrator can change the passwords for users of the GA-1310 and modify the Setup options and control the flow and order of print jobs with the job management tools.

To create users, assign passwords, and add users to groups, use Configure. For more information, see WebTools Configure Help.

To set the password for the user named “admin” in the Administrators group, you can use either the Configure WebTool or the copier touch panel.



Keep track of the passwords that you set.

Passwords from the copier touch panel

To help prevent unauthorized access, change the Administrator and Operator passwords periodically.

TO CHANGE THE ADMINISTRATOR OR OPERATOR PASSWORD

- 1 At the copier, press the Menu button.
- 2 At the copier touch panel, press Fiery.
- 3 On the copier touch panel, press Setup.
- 4 Log in as Administrator with the Administrator password.
- 5 Press Change Password.
- 6 Type and confirm the password, as follows.

Enter Password

Use the copier touch panel window to enter information (see “Types of Setup screens” on page 26). For example, “Fiery.1”.

When you change the password, keep in mind the following:

- Change the password periodically (for example, every 6 months).
- Use at least 6 characters for the password. The password can be any combination of letters and numbers up to 19 characters.
- Include a combination of uppercase and lowercase characters, at least one numeric character, and at least one symbol (for example, period, hyphen, and underscore characters) or special character (for example, !, @, #, \$, and %).
- Do not select a password that can be found in a dictionary or in part of a user’s name or network login.
- Passwords are case-sensitive.

The new password is in effect after you save changes and the Fiery restarts.

Verify New Password

Retype the new password, exactly as you typed it initially. The new password is in effect after you save changes and restart the GA-1310.

Login Timeout

Select how long the current Administrator or Operator can stay logged in to the GA-1310 without activity. After the timeout expires, you need to log in again.

Passwords from a network computer



You can change the Administrator and Operator passwords from remote Setup, using the Configure WebTool or Command WorkStation, Windows Edition. For more information, see WebTools Configure Help.

Configuring the Job Log from the copier touch panel

The Job Log is a record of all jobs processed or printed on the GA-1310, whether they originate from a user computer, a network server, or the GA-1310. You can print the Job Log from the copier touch panel or from the job management tools.

The printed Job Log lists accounting information about each job, including user name, document name, time and date printed, and number of pages. Windows and Mac OS users can enter job-specific notes that appear in the Job Log.

Default values for the following options, where applicable, appear in square brackets.

TO SET JOB LOG OPTIONS FROM THE GA-1310 COPIER TOUCH PANEL

- 1 At the copier, press the Menu button.
- 2 At the copier touch panel, press Fiery.
- 3 On the copier touch panel, press Setup.
- 4 Log in as Administrator with the Administrator password.
- 5 Press Printer Setup > Job Log Setup.
- 6 Enter the options, as described in the following section.
- 7 When you have finished, save changes.

Auto Print Job Log Every 55 Jobs Yes/No [No]

Use this option to specify whether the GA-1310 prints the Job Log after every 55 jobs. Setting the Job Log for automatic printing is useful if accounting for each printed page is important at your site.

Auto Clear Job Log Every 55 Jobs**Yes/No [No]**

Use this option to specify whether to clear the Job Log after every 55 jobs. If you do not enable this option, and do not clear the Job Log from the GA-1310 or from a remote computer, the GA-1310 saves a record of all jobs.

NOTE: If Auto Print Job Log is set to No, setting this option to Yes has no effect.

Page Size**11x17/A3 Letter/A4 [Letter/A4]**

Select the paper size for printing the Job Log. Regardless of page size, 55 jobs are listed on a page. The paper size used depends on the Default Paper Sizes setting in PS Setup. If the Default Paper Sizes setting is US, the Job Log is printed on 11x17 or Letter size paper.

Require Password to Print Job Log**Yes/No [Yes]**

Select Yes to require the Administrator password before printing or deleting the Job Log.

Clearing the GA-1310

The Clear Server command allows you to clear all queued print jobs from the GA-1310 Print, Hold, and Printed queues. Jobs can also be deleted, either individually or as a group, using Command WorkStation. Clear Server also clears all jobs archived on the GA-1310 hard disk, the index of archived jobs, and all FreeForm masters.

TO CLEAR THE GA-1310

- 1 At the copier, press the Menu button.
- 2 At the copier touch panel, press Fiery.
- 3 On the copier touch panel, press Setup.
- 4 Log in as Administrator with the Administrator password.
- 5 Press Clear Server.

TO CLEAR THE GA-1310 FROM COMMAND WORKSTATION

- In Command WorkStation, choose Clear Server from the Server menu.



For more information, see Command WorkStation Help.

Be sure to back up your original data on your own media at the same time you store and save data on the GA-1310 hard disk. Never damage or reset the GA-1310 hard disk, and do not turn off the system while accessing the hard disk. For instructions on how to turn on and turn off the GA-1310, see [page 59](#).

If the GA-1310 hard disk or system software experiences technical difficulties, data stored and saved on the GA-1310 hard disk may be irretrievably lost. If problems with the hard disk occur, extended storage of the following data cannot be assured:

- Third-party fonts
- Print jobs
- Color profiles, including profiles downloaded or edited with Spot-On
- Job notes and instructions
- Scanned image data
- Jobs edited with Impose
- Variable data documents
- GA-1310 configuration information (list of all the settings in effect for the current Setup)

Restoring GA-1310 settings

You can restore the GA-1310 to default settings or to a group of settings that you have already saved.

Restoring the GA-1310 to default settings

When you restore the GA-1310 to its default settings, all queued jobs from the GA-1310 and the Job Log are cleared. You must perform Setup again because the GA-1310 is restored with default settings.

To RESTORE THE GA-1310

- 1 At the copier, press the Menu button.
- 2 At the copier touch panel, press Fiery.
- 3 On the copier touch panel, press Setup.
- 4 Log in as Administrator with the Administrator password.
- 5 Press Factory Defaults.

Saving and restoring GA-1310 configuration

You can save the current configuration of the GA-1310 and restore it later, if necessary. The following settings are saved (if your GA-1310 supports them):

- Settings made in Setup (except Server Name)
- Impose templates saved in the default directory for these files on the GA-1310
- Virtual Printer settings
- Users and Groups information (login names and passwords)
- Custom spot colors



To save and restore settings, use Configure. For information, see WebTools Configure Help.

USB printing

Users can save PS, EPS, PCL, TIFF, and PDF files to a USB device and print those files on the GA-1310. To print files automatically when you connect the USB drive to the GA-1310, save the files to specific folders or to the root level on the USB drive.

Users can also print from the copier touch panel. For more information about printing, see *Printing from Windows* and *Printing from Mac OS*.

TO SET UP THE USB DRIVE FOR AUTOMATIC PRINTING

- 1 **Configure the USB printing options in Setup (see [page 31](#)).**
- 2 **Create folders at the top level (root level) of the USB device named **Print, Hold, and Direct**.**
- 3 **Save the files from the user's computer to the USB drive.**

Files copied to the Print, Hold, and Direct folders are downloaded to the corresponding print connection on the GA-1310 automatically when you connect the USB drive to the GA-1310. Files copied to the root level of the drive are downloaded to the Print queue. For information about enabling print connections, see [page 28](#).

- 4 **Remove the USB device from the user's computer and connect it to the USB port on the GA-1310.**

For the location of the USB port, see [page 19](#).



Make sure the USB device is properly stopped before you disconnect it from the computer.

Printing the Configuration page

The Configuration page lists the settings in effect for the current Setup. After you have performed Setup, print a Configuration page to confirm your settings. Post the current Configuration page near the GA-1310 for quick reference. Users need the information on this page, such as the current printer default settings.

TO PRINT THE CONFIGURATION PAGE FROM COMMAND WORKSTATION

- 1 **In Command WorkStation, choose **Print Pages from the Server** menu.**
- 2 **Click **Configuration**.**
- 3 **Click **Print**.**

TO PRINT THE CONFIGURATION PAGE FROM THE COPIER TOUCH PANEL

- 1 **At the copier, press the **Menu** button.**
- 2 **At the copier touch panel, press **Fiery**.**
- 3 **On the copier touch panel, press **Info**.**
- 4 **Press **Configuration**.**

Maintaining optimal GA-1310 performance

The GA-1310 does not require maintenance. Beyond the obvious requirements of servicing and maintaining the copier and replenishing consumables, you can improve the overall performance of your system by doing the following:

- **Make the best use of your network connections.**

Publish only connections that will be used. The GA-1310 constantly checks all published connections, even if they are inactive. Match the NetWare polling interval and the number of queues or connections to the demand for printing.

Review the published connections by printing a Configuration page. Eliminate the connections that are not being used. It is easy to re-establish them when needed.

- **Leave less urgent jobs to times when there is less network traffic or printing.**

You can print recurring print jobs or jobs that are not urgent to the Hold queue. At low-traffic times, the administrator or a user of the job management tools with Operator privileges can move (or copy) all the Hold queue jobs to the Print queue for printing.

- **Reduce unnecessary network communication.**

Large numbers of users running Fiery utilities, especially with frequent updates, may have a significant effect on GA-1310 performance.

- **Make sure you have adequate disk space on the GA-1310.**

Periodically review the list of jobs in the Hold queue, and the number of jobs being retained in the Printed queue.

An administrator can print or delete jobs that are in the Printed queue and Hold queue. Consider printing or offloading inactive jobs. If disk space on the GA-1310 is frequently low, you can disable the Printed queue (in Server Setup) and choose not to publish the Hold queue (in Printer Setup).

To move or remove queued jobs, use the job management tools. When you free up disk space by removing inactive jobs, new jobs are spooled and printed more quickly.

Shutting down, rebooting, and restarting the GA-1310

Generally, you can leave the GA-1310 and the copier running all the time. This section describes how to shut down, reboot, and restart the GA-1310 when necessary.

Shutting down the GA-1310

When you need to shut down the GA-1310, fonts downloaded to the GA-1310 are not deleted. Jobs in the Hold and Print queues and jobs that have been processed but not printed are not deleted and are available for printing when you reboot or restart the GA-1310.

To SHUT DOWN THE GA-1310

- 1 Press and hold the On/Off button on the copier for 2 seconds.
- 2 After the LED display on the GA-1310 turns blank, move the power switch on the GA-1310 to the Off position.

Rebooting or restarting the GA-1310

Restarting the GA-1310 resets the GA-1310 system software, but does not reboot the entire system. Network access to the GA-1310 is temporarily interrupted and all currently processing jobs are terminated.



If you use a USB thumb drive, remove it before rebooting. Otherwise, the GA-1310 does not reboot.

To REBOOT OR RESTART THE GA-1310

- 1 At the copier, press the Menu button.
- 2 At the copier touch panel, press Fiery.
- 3 Log in with the Administrator password.
- 4 On the copier touch panel, press Setup.
- 5 Press the Restart Server button.
- 6 Press Reboot System or Restart Server.

TROUBLESHOOTING

This chapter provides troubleshooting tips.

Troubleshooting the GA-1310

Startup diagnostics are described in the documentation for service technicians. Contact your authorized service/support center if you see startup error messages on Command WorkStation or if the GA-1310 does not reach the Idle state.



Runtime error messages

For error messages related to canceling jobs and printing, including the Disk Full message and alerts to load media, see Command WorkStation Help.

You can turn on PostScript error reporting as a print option from Mac OS applications.

Printer not found

Most failures to find a printer on the network are due to conflicting or missing name or address settings for the GA-1310. You must enter names in specific places. The required names are:

- TCP/IP host name (also known as the DNS name), which is defined by your organization.

Enter the host name as the Server Name in GA-1310 Setup.

- Remote printer (internal machine) name. Use one of the following:

print
hold
direct

NOTE: If you change the DNS name (TCP/IP host name) of the GA-1310, you must reconfigure one of the utilities on each computer.

For the appropriate name, see the following table.

In this location	For this item	TCP/IP networks	See
Server Setup	Server Name option	Administrator defines name	page 27
Windows hosts file	host name	DNS name (TCP/IP host name)	page 9

In this location	For this item	TCP/IP networks	See
Windows setup for TCP/IP	lpd host name	DNS name (TCP/IP host name)	page 12
	Name of printer on lpd host machine	print, hold, or direct	
UNIX /etc/printcap file (BSD)	rp line	print, hold, or direct	page 13
Solaris	lpadmin queuename	print, hold, or direct	
Add New Server dialog box, when configuring a utility	Server Name	DNS name (TCP/IP host name)	Utilities

Cannot connect to the GA-1310 with utilities

If users cannot connect to the GA-1310, check the following:

GA-1310 Setup: The appropriate network protocol must be enabled, with the correct parameters (for example, for TCP/IP, the IP address), and you must publish either the Print queue or Hold queue.

You can check these settings quickly by printing a Configuration page.

On the client computer: The appropriate network protocols must be loaded.

Cannot connect to the GA-1310 with Command WorkStation

If there is a problem connecting to the GA-1310, an error message is displayed.

The problem can occur when:

- The GA-1310 is initially turned on
- The GA-1310 restarts
- You have changed settings affecting the server address and have not reconfigured the connection to the server

If you experience this problem, try the following solutions, in this order:

- A remote computer running utilities or WebTools may be interfering by obtaining status information. If possible, close the remote application, and try to connect again.
- Restart the Command WorkStation software and try to connect again.
- Restart the GA-1310.

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