

# NOVACTRL

*NovaControl Printer Management Services*

NovaControl Printer Management Services is an ideal choice for IT and business managers who demand more from their imaging and printing resources -- lower costs, more accountability, responsive service and maximum uptime.



KONICA MINOLTA

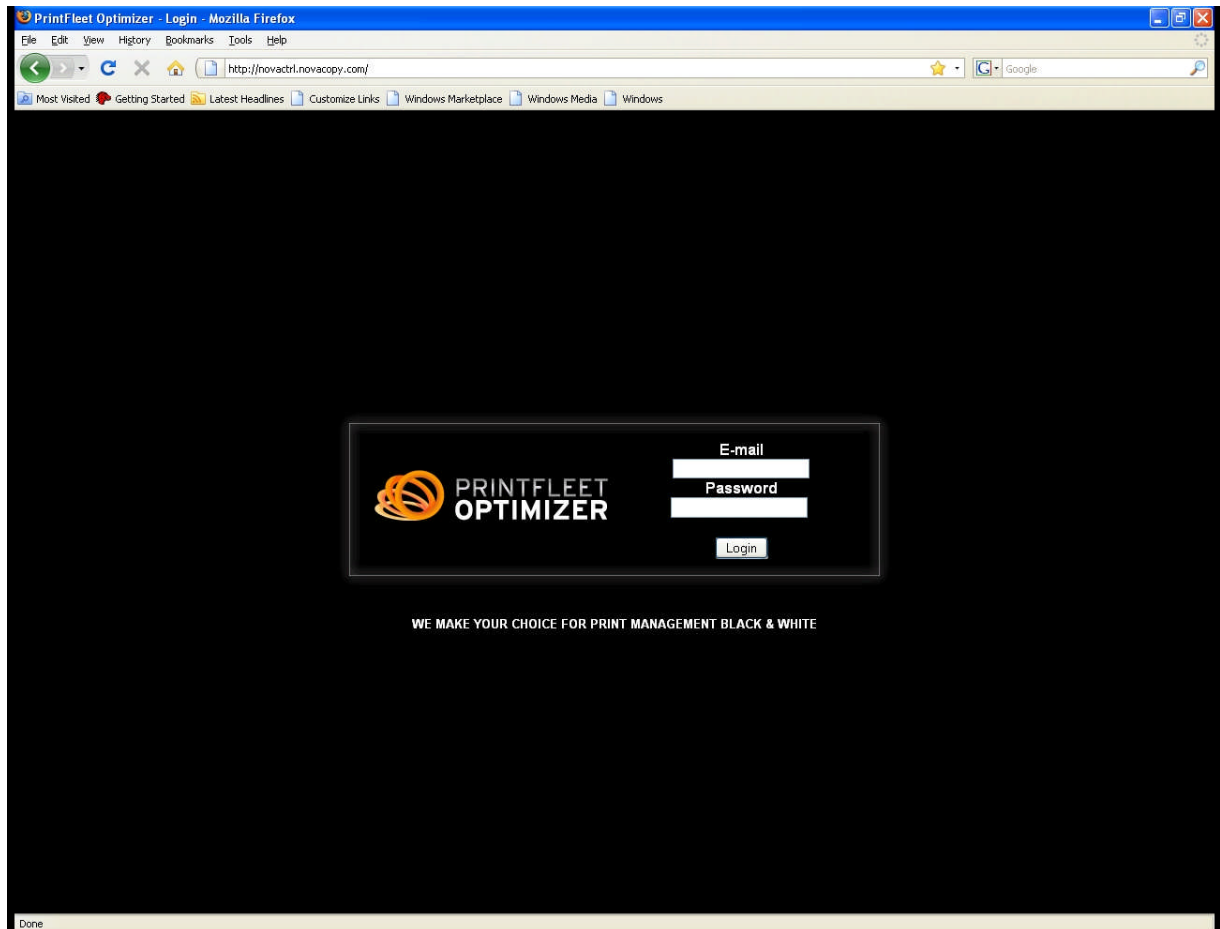
[WWW.NOVACOPY.COM](http://WWW.NOVACOPY.COM)

**Panasonic**

**KIP**



Go to <http://novactrl.novacopy.com> to login into the Printfleet Optimizer.

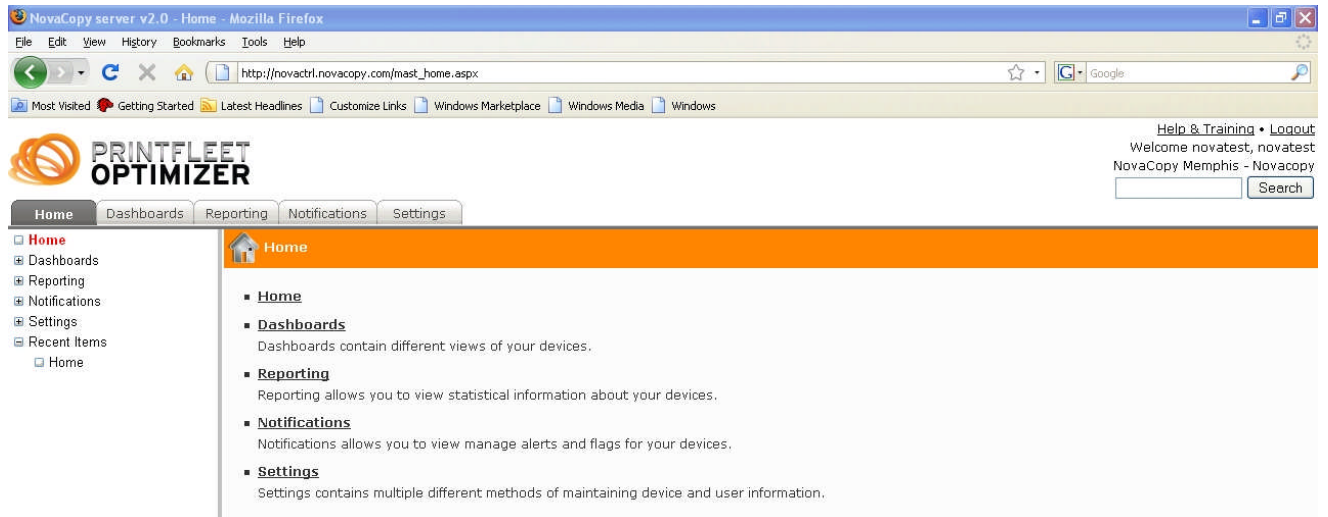


Enter your email address and password, and then click on the LOGIN button.

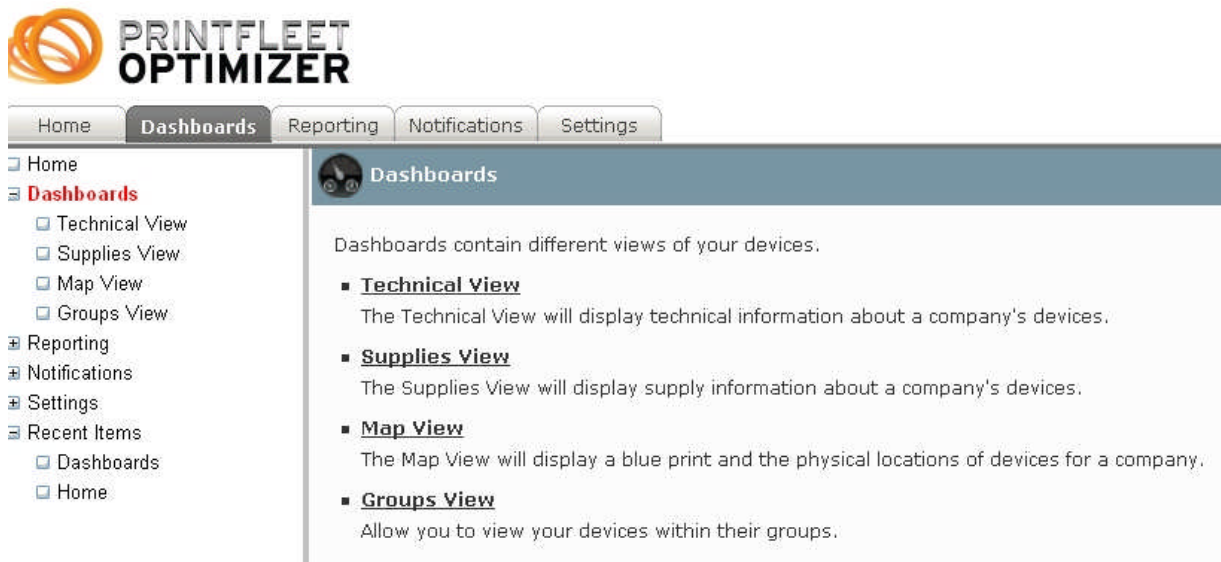
This information should be given to you when the Data Collection Agent is installed.

If not, please call 888.265.2679

When you get to this screen, click on “Dashboards” to view your printers on your network.



After you click on Dashboards, you now have “Technical View”, “Supplies View”, “Map View”, and “Groups View” as options.



# TECHNICAL VIEW

Click on "Technical View" to see your active networked printers.

The screenshot shows the PRINTFLEET OPTIMIZER interface. The top navigation bar includes 'Home', 'Dashboards', 'Reporting', 'Notifications', and 'Settings'. The left sidebar has a tree view with 'Dashboards' expanded to 'Technical View'. The main content area is titled 'Technical View' and contains a table with the following data:

Customer Name	Supplies	Status	Last Active
Novacopy	<span style="color: red;">●</span>	<span style="color: red;">●</span>	4/17/2009

Below the table, it says 'Viewing page 1 of 1'. At the top right, there are links for 'Help & Training' and 'Logout', and a search box.

You will now see your company name in the viewing pane. Click on the + sign next to your company name in order to expand the list.

The screenshot shows the PRINTFLEET OPTIMIZER interface with the 'Novacopy' entry expanded. The main content area is titled 'Technical View' and contains a table with the following data:

Customer Name	Supplies	Status	Last Active
Novacopy	<span style="color: red;">●</span>	<span style="color: red;">●</span>	4/17/2009
<b>Device Name</b>	<b>Supplies</b>	<b>Status</b>	<b>Count</b>
KONICA MINOLTA bizhub C55	<span style="color: red;">●</span>	<span style="color: red;">●</span>	307
Fiery X3eTY 50_45C-KM 011	<span style="color: red;">●</span>	<span style="color: red;">●</span>	307
KONICA MINOLTA bizhub C55	<span style="color: red;">●</span>	<span style="color: red;">●</span>	139
Panasonic DP-4510 0018	<span style="color: green;">●</span>	<span style="color: red;">●</span>	41
KONICA MINOLTA bizhub C35	<span style="color: red;">●</span>	<span style="color: red;">●</span>	16
hp LaserJet 4345 mfo 012D	<span style="color: green;">●</span>	<span style="color: green;">●</span>	13
Panafax DX-800v2.0015	<span style="color: green;">●</span>	<span style="color: green;">●</span>	5
Panasonic DP-3010 0126	<span style="color: green;">●</span>	<span style="color: red;">●</span>	4
KONICA MINOLTA bizhub 751	<span style="color: green;">●</span>	<span style="color: red;">●</span>	2
Brother MFC-8840D 0130	<span style="color: green;">●</span>	<span style="color: red;">●</span>	1
Panasonic UF-8000 0016	<span style="color: green;">●</span>	<span style="color: green;">●</span>	1
Panasonic DP-3510 0027	<span style="color: green;">●</span>	<span style="color: red;">●</span>	0
Fiery X3eTY 50_45C-KM 012	<span style="color: green;">●</span>	<span style="color: red;">●</span>	0
KONICA MINOLTA bizhub 601	<span style="color: green;">●</span>	<span style="color: red;">●</span>	0
KONICA MINOLTA bizhub C35	<span style="color: green;">●</span>	<span style="color: red;">●</span>	0
KONICA MINOLTA bizhub C20	<span style="color: green;">●</span>	<span style="color: red;">●</span>	0
KONICA MINOLTA bizhub 501	<span style="color: green;">●</span>	<span style="color: red;">●</span>	0
KONICA MINOLTA bizhub 421	<span style="color: green;">●</span>	<span style="color: red;">●</span>	0
KONICA MINOLTA bizhub 361	<span style="color: green;">●</span>	<span style="color: red;">●</span>	0
KONICA MINOLTA bizhub C45	<span style="color: green;">●</span>	<span style="color: red;">●</span>	0
KONICA MINOLTA bizhub C65	<span style="color: red;">●</span>	<span style="color: red;">●</span>	0
KONICA MINOLTA bizhub C55	<span style="color: green;">●</span>	<span style="color: red;">●</span>	0
KONICA MINOLTA bizhub C55	<span style="color: green;">●</span>	<span style="color: red;">●</span>	0
(HP JetDirect External) L	<span style="color: green;">●</span>	<span style="color: green;">●</span>	0
(HP JetDirect External) L	<span style="color: green;">●</span>	<span style="color: green;">●</span>	0
HP LaserJet 4100 Series 0	<span style="color: green;">●</span>	<span style="color: green;">●</span>	0
HP Color LaserJet 4730mfp	<span style="color: red;">●</span>	<span style="color: red;">●</span>	0

Additional columns in the table include 'Serial Number', 'IP Address', 'Location', and 'Last Active'. The 'Last Active' column shows dates ranging from 4/13/2009 to 4/17/2009. At the bottom, it says 'Viewing page 1 of 1'. At the top right, there are links for 'Help & Training' and 'Logout', and a search box.

Each networked printer in your list is now a hyperlink (you can click on the name of the printer to view the printer).

For example, we will click our first option “KONICA MINOLTA bizhub C55” to view this printer.

Help & Training • Logout  
Welcome novatest, novatest  
NovaCopy Memphis - Novacopy

Home Dashboards Reporting Notifications Settings

Home Dashboards Reporting Notifications Settings Recent Items Device Detail Technical View Home

Device Detail

KONICA MINOLTA bizhub C550 0120 (A00J010005325)

Name: NovaCopy Memphis - Novacopy - KONICA MINOLTA bizhub C550 0120  
IP Address: 10.1.1.32  
Location:   
Serial #: A00J010005325  
Total Coverage: 20%  
Last Active: 4/17/2009 3:04:44 AM  
Firmware:   
Status: **Low Toner, Service Requested**  
Utilization: 0%  
Asset #:   
Black Coverage: 5%  
MAC Address: 00-20-6B-5A-12-AF

Display

Errors: WARNING: Toner Near Empty Yellow; WARNING: Toner Near Empty Black; WARNING: Sleep;

Meters Supplies Service Pattern

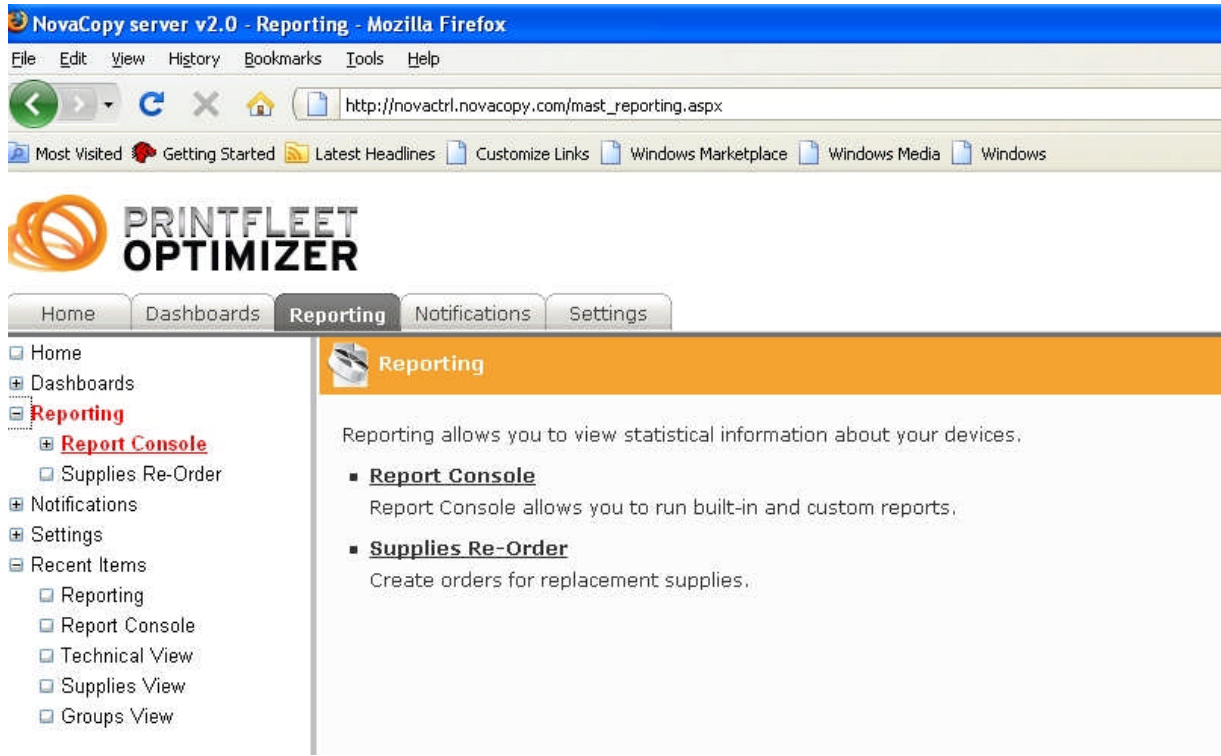
	Total	Total Mono	Total Color	Print Mono	Print Color	Copier Mono	Copier Color	Fax Mono	Scan Mono
Today	0	0	0	0	0	0	0	0	0
Yesterday	307	29	278	11	278	18	0	0	4
Past 7 Days	2,136	206	1,930	177	1,829	28	101	1	53
Current Month	2,136	206	1,930	177	1,829	28	101	1	53
Year	2,136	206	1,930	177	1,829	28	101	1	53
Life	212,064	48,594	163,470	39,840	157,375	7,956	6,095	799	53

As you can see in the example, you can view the IP Address of the printer, the **status** of the printer, the serial number, and the meter/volume count by color and mono (black and white).

The DISPLAY option shows any messages that appear on the printer’s control panel screen.

The ERRORS option, shown above, shows any warnings on the machine, such as low toner, modes, etc.

# REPORT CONSOLE



NovaCopy server v2.0 - Reporting - Mozilla Firefox

File Edit View History Bookmarks Tools Help

http://novactrl.novacopy.com/mast\_reporting.aspx

Most Visited Getting Started Latest Headlines Customize Links Windows Marketplace Windows Media Windows

**PRINTFLEET OPTIMIZER**

Home Dashboards **Reporting** Notifications Settings

- Home
- Dashboards
- Reporting**
  - Report Console**
  - Supplies Re-Order
- Notifications
- Settings
- Recent Items
  - Reporting
  - Report Console
  - Technical View
  - Supplies View
  - Groups View

**Reporting**

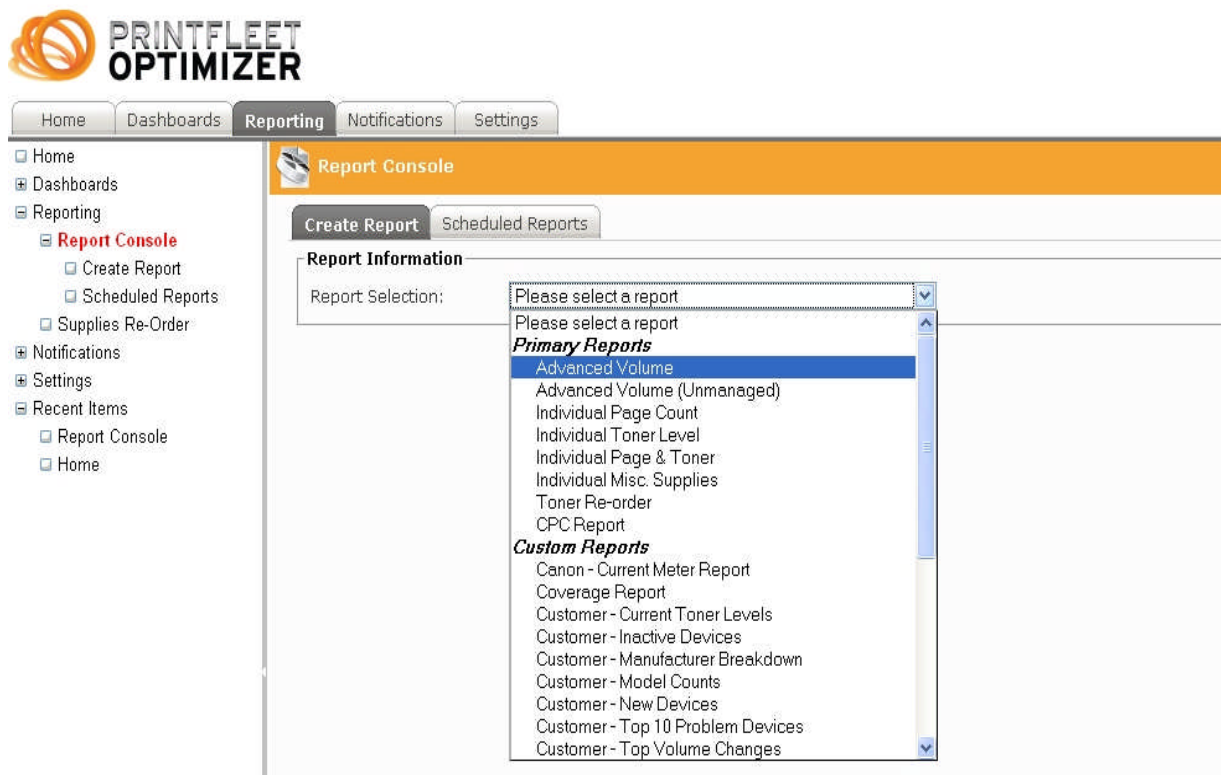
Reporting allows you to view statistical information about your devices.

- **Report Console**  
Report Console allows you to run built-in and custom reports.
- **Supplies Re-Order**  
Create orders for replacement supplies.

Use the Report Console to print or email a copy of the print volume for a specified period of time.

Click on the Reporting option in the left, and expand the Report Console.

After expanding the Report Console option, you can now create a report. Choose “Advanced Volume” from the drop-down box.



The screenshot displays the PRINTFLEET OPTIMIZER web interface. The top navigation bar includes tabs for Home, Dashboards, Reporting, Notifications, and Settings. A left-hand sidebar contains a tree view with the following items: Home, Dashboards, Reporting (expanded), Report Console (selected), Create Report, Scheduled Reports, Supplies Re-Order, Notifications, Settings, and Recent Items (containing Report Console and Home). The main content area is titled "Report Console" and features two tabs: "Create Report" (active) and "Scheduled Reports". Under the "Create Report" tab, there is a "Report Information" section with a "Report Selection:" label. A dropdown menu is open, showing a list of report options. The options are categorized into "Primary Reports" and "Custom Reports". The "Advanced Volume" option is highlighted in blue.

**PRINTFLEET OPTIMIZER**

Home Dashboards **Reporting** Notifications Settings

- Home
- Dashboards
- Reporting
  - Report Console**
    - Create Report
    - Scheduled Reports
  - Supplies Re-Order
- Notifications
- Settings
- Recent Items
  - Report Console
  - Home

**Report Console**

Create Report Scheduled Reports

**Report Information**

Report Selection: Please select a report

Please select a report

**Primary Reports**

- Advanced Volume
- Advanced Volume (Unmanaged)
- Individual Page Count
- Individual Toner Level
- Individual Page & Toner
- Individual Misc. Supplies
- Toner Re-order
- CPC Report

**Custom Reports**

- Canon - Current Meter Report
- Coverage Report
- Customer - Current Toner Levels
- Customer - Inactive Devices
- Customer - Manufacturer Breakdown
- Customer - Model Counts
- Customer - New Devices
- Customer - Top 10 Problem Devices
- Customer - Top Volume Changes





# NOTIFICATIONS



[Help & Training](#) • [Logout](#)  
Welcome novatest, novatest  
NovaCopy Memphis - Novacopy

Home Dashboards Reporting **Notifications** Settings

- Home
- Dashboards
- Reporting
- Notifications**
  - Alert Settings**
    - Alert Manager
    - Layout Manager
  - Flag Settings
- Settings
- Recent Items

**Alert Settings**

Alert Manager Layout Manager

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

Customer Name

Novacopy

Viewing page 1 of 1

By using the Notifications option in the left pane, you can create alerts for several instances. These instances include:

**Critical alerts:** Critical, Door Open, Paper Jam, Offline, or No Paper.

**Warnings:** Warning, Low Paper, Stale (no longer on network), or Service Requested.

**Toner alerts:** Low Toner, No Toner, Black Threshold%, Cyan Threshold%, Magenta Threshold%, and Yellow Threshold%.

After choosing Notifications → Alert Settings, choose the NEW ALERT button (in the right corner).

On this screen, fill in the appropriate fields.

Choose your company name in the **\*Customer** drop-down box. Type a title for your alerts in the **\*Title** field. Assign an email address to send your alerts to in the **\*Email** field.

In the **Alert information** box, choose the drop-down beside the Alert Layout option, and choose “Low Toner”.

In the **Alert Conditions** box, choose the specific alerts that you want to have emailed to the designated email address. For example, if you want an alert email when the printer is low on paper, has a paper jam, or has a warning, choose the appropriate boxes in the columns.

In the **Toner** column, a 20% threshold is recommended as a limit for an alert.

Click the **SAVE** button in the top right corner when everything has been customized.

The screenshot shows the 'Add Alert' configuration page in the PRINTFLEET OPTIMIZER interface. The page is divided into several sections:

- Required Information:** Fields for \*Customer (Novacopy), \*Title (alert message), and \*E-mail (test@test.com).
- Alert Information:** Alert Layout (Low Toner) and Individual Devices (unchecked).
- Alert Conditions:** A grid of checkboxes for selecting alert conditions, categorized into Critical, Warning, and Toner.

Critical	Warning	Toner	Threshold (%)
<input checked="" type="checkbox"/> Critical	<input checked="" type="checkbox"/> Warning	<input checked="" type="checkbox"/> Low Toner	20
<input type="checkbox"/> Door Open	<input checked="" type="checkbox"/> Low Paper	<input checked="" type="checkbox"/> No Toner	20
<input checked="" type="checkbox"/> Paper Jam	<input type="checkbox"/> Stale	<input checked="" type="checkbox"/> Black Threshold (%)	20
<input checked="" type="checkbox"/> Offline	<input checked="" type="checkbox"/> Service Requested	<input checked="" type="checkbox"/> Cyan Threshold (%)	20
<input checked="" type="checkbox"/> No Paper		<input checked="" type="checkbox"/> Magenta Threshold (%)	20
		<input checked="" type="checkbox"/> Yellow Threshold (%)	20