



Automatic Document Feed (ADF) Card Copy

Administrator's Guide

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Contents

Edition notice.....	2
Overview.....	5
Configuring the application.....	6
Configuring applications using the Embedded Web Server (EWS).....	6
Accessing application configuration settings using the Embedded Web Server	6
Customizing the display icon	6
Configuring applications using MarkVision Professional (MVP).....	7
Installing solution descriptors on the MarkVision Server	7
Accessing application configuration settings using MarkVision Professional.....	8
Licensing the application.....	9
Obtaining a license file.....	9
Licensing the printer	10
Configuring ADF Card Copy.....	11
Configuring the network and e-mail function of the printer	11
Configuring output options.....	12
Configuring scanning options	13
Configuring confirmation options.....	13
Exporting and importing configuration files.....	14
Exporting and importing a configuration using the Embedded Web Server	14
Exporting and importing a configuration using MarkVision Professional.....	14
Using ADF Card Copy.....	16
Loading cards into the ADF.....	16
Copying and e-mailing scanned cards.....	16
Saving scanned cards to the network.....	17
Troubleshooting.....	18
ADF Card Copy troubleshooting.....	18
A network destination stopped working or is invalid	18
An application error has occurred	19
Application does not send the file	19
License error	20
Printer cannot scan to the selected destination.....	20

Appendix.....	22
Notices.....	23
Index.....	26

Overview

Automatic Document Feed (ADF) Card Copy is designed to make it faster and easier for you to copy insurance, identification, and other wallet-sized cards using the Automatic Document Feeder (ADF). With this application, you can scan and print both sides of a card on a single page, saving paper and displaying the information on the card in a more convenient manner. From the printer, it lets you send the scanned cards as e-mail attachments as well as save them on a shared folder on the network.

Configuring the application

Configuring applications using the Embedded Web Server (EWS)

The application can be manually configured using the Embedded Web Server (EWS) of a device. However, the setup procedure has to be completed for each device running the application. As a result, setting up the application using the Embedded Web Server is recommended for networks where a relatively small number of devices will be used.

Larger networks should use MarkVision™ Professional (MVP) to configure multiple devices at once.

Accessing application configuration settings using the Embedded Web Server

- 1 Obtain the printer IP address:
 - From the printer control panel home screen
 - From the TCP/IP section in the Network/Ports menu
 - By printing a network setup page or menu settings page, and then finding the TCP/IP section

Note: An IP address appears as four sets of numbers separated by periods, such as **123 . 123 . 123 . 123**.

- 2 Open a Web browser, and then type the printer IP address in the address field.
The Embedded Web Server page appears.
- 3 From the navigation menu on the left, click **Settings** or **Configuration**.
- 4 Click **Device Solutions > Solutions (eSF)**, or click **Embedded Solutions**.
- 5 From the Installed Solutions list, click the application you want to configure, and then click **Configure**.

Customizing the display icon

- 1 Access the application configuration settings from the Embedded Web Server or MarkVision Professional.
- 2 From the Configure, Profile, or Profiles page, add or edit a profile, and then change the settings as necessary:
 - **Button Text** or **Icon Text**—Type up to 20 characters that will appear above the profile button on the printer home screen. This field is required.
 - **Button Icon** or **Icon**—Browse to a new image file that represents the profile on the printer home screen. This field is optional.
 - **Button Icon when pressed** or **Icon when pressed**—Browse to a new image file that will be displayed while the profile icon is being pressed. This field is optional.

Notes:

- For printers running the Embedded Solutions Framework (eSF) version 3.0 or later, the image should be a PNG file with a transparent background, and should measure 192 x 302 pixels. It should not exceed 11KB in size.
- For printers running eSF version 2.0, the image should be a GIF, PNG, or JPEG file, and should measure 120 x 75 pixels.
- For printers running eSF version 1.2, the image should be a GIF file and should measure 120 x 75 pixels.
- If you are unsure about which version of eSF your printer is running, then see “Checking which version of the Embedded Solutions Framework is installed on a printer” on page 22.

3 Do one of the following:

Using the Embedded Web Server

- Click **Return** to go back to the main configuration page without making any changes.
- Click **Restore Defaults** to restore all fields to factory default settings.
- Click **Reset** to cancel changes to all fields and begin again.
- Click **Apply** to save changes.

Note: Reset and Apply are the only options available on certain devices.

Using MarkVision Professional

- Click **OK** to save changes.
- Click **Cancel** to exit without making changes.

Configuring applications using MarkVision Professional (MVP)

Use MarkVision Professional (MVP) to configure multiple printers at one time.

Note: MVP can be used only for printers that support the Embedded Solutions Framework (eSF) 1.2 and 2.0.

Installing solution descriptors on the MarkVision Server

Solution descriptors are XML files that are installed on the MarkVision Server. They describe to MVP how to configure an embedded solution, providing information about supported settings such as types, descriptions, ranges, defaults, and internationalization values and strings. Each embedded application includes a solution descriptor, which must be installed before the application can be configured.

Use one of the following methods to install a solution descriptor on the MarkVision Server:

Method one

- 1 From the MarkVision Professional Home screen, select **Embedded Solutions - Solutions Management** from the All Tasks list.
- 2 Use the Quick Find or Folders tabs to select a device.

Note: When a device managed by MVP is not supported by a specific task, its name will appear with a black line through it in the Quick Find or Folders tabs. Password-protected network devices are displayed in red. Enter the device password to gain access to the device.

- 3 Select the application from the list.
- 4 Click **Fetch Descriptor(s)**. This will read the solution descriptor from the device if this method is supported by the device. If it is not, a dialog will open so that you can browse to the file to be installed.

Method two

- 1 From the MarkVision Professional Home screen, select **Embedded Solutions - Solutions Management** from the All Tasks list.
- 2 Use the Quick Find or Folders tabs to select a device.

Note: When a device managed by MVP is not supported by a specific task, its name will appear with a black line through it in the Quick Find or Folders tabs. Password-protected network devices are displayed in red. Enter the device password to gain access to the device.

- 3 Click **Manage Descriptors**.
- 4 Click **Add**.
- 5 Browse to find the solution descriptor for the application.
- 6 Click **Open**.

Notes:

- The installed solution descriptor appears in the Plug-ins/Solutions on Server box. The solution descriptor details appear in the Details box.
- If the descriptor file is not valid, MVP 11.2 will display an error message.

- 7 Click **Close**.

Accessing application configuration settings using MarkVision Professional

Note: MarkVision Professional 11.2 or later required.

To configure a solution in MVP:

- 1 From the MarkVision Professional Home screen, select **Embedded Solutions - Solutions Management** from the All Tasks list.
- 2 Select devices using the Quick Find or Folders tabs.

Use **Ctrl + click** and **Shift + click** to select multiple devices.

Note: When a device managed by MVP is not supported by a specific task, its name will appear with a black line through it in the Quick Find or Folders tabs. Password-protected network devices are displayed in red. Enter the device password to gain access to the device.

All installed embedded solutions appear.

- 3 Select the solution to be configured.
- 4 Click **Fetch Descriptor(s)** to install the necessary solution descriptor onto the MVP server from the device.
- 5 Click **Configure**, and then adjust settings as needed.

Licensing the application

An electronic license is required for the application to run on selected printers.

If individual licenses are used, then you must install them locally on each printer. If you plan to use the application with several printers, then you may prefer to install the Lexmark License Server and obtain a network license for the appropriate number of devices.

For more information on purchasing a license for the application, contact your Lexmark representative.

Obtaining a license file

For local (individual) licensing

- 1 From the Embedded Web Server, click **Settings** or **Configuration**.
- 2 Click **Device Solutions** > **Solutions (eSF)**, or click **Embedded Solutions**.
- 3 Click **System**.
- 4 Record the host ID (serial number).
Record only the string that appears after **Serial=**.
- 5 Contact your Lexmark representative, and provide the host ID to obtain the license file.

For network licensing

The server host ID is required to generate the license file for network licensing. To collect the host ID, contact your system support person and request the MAC address of the computer on which the license server resides. Then contact your Lexmark representative, and provide the host ID (MAC address) to obtain the license file.


You can also find the host ID using the Lexmark License Server.

Installing the Lexmark License Server

Note: Lexmark License Server is intended for use with Windows operating systems.

- 1 From the application package, launch the **LicenseServer.exe** file.
This executable file is located in <install location>\esf-license-app.
- 2 Click **Next**.
- 3 Select the installation method you want to use, and then click **Next**.
You have the option to unpack the installation files to a temporary directory from which they will be removed after the installation is complete, or to specify a location where the files will remain after the installation is complete.
- 4 If you do not want the server installed in the default directory, then click **Browse** to select an alternate location.
- 5 Click **Finish** to complete the installation.
- 6 After the Lexmark License Server installation is complete, click **Done**.

Collecting the host ID

- 1 Click  or **Start**.
- 2 Click **All Programs** or **Programs**, and then click **Lexmark > Lexmark License Server > License Administration Tools**.
- 3 Click the **System Settings** tab.
- 4 Record the host ID (MAC address).
- 5 Contact your Lexmark representative, and provide the host ID.
The host ID is required to generate the license file.

Licensing the printer

Using a local license

Using the Embedded Web Server

- 1 From the Embedded Web Server, click **Settings** or **Configuration**.
- 2 Click **Device Solutions > Solutions (eSF)**, or click **Embedded Solutions**.
- 3 From Installed Solutions, click the appropriate application link.
- 4 Click **License > Update License**.
- 5 Make sure **Local** is selected, and then click **Browse** to locate the license file.
- 6 Click **Update License**.


Using MarkVision Professional

- 1 In MarkVision Professional, select the device where the application is installed.
- 2 Click **Settings > Embedded Solutions > Solutions Management**.
- 3 Under the appropriate application, click **Update License**.
- 4 In the Update License window, select **Use a local license file**.
- 5 Click **Browse** to locate the license file.
- 6 Click **Update License**.

Using a network license

Copying the license file to the Lexmark License Server

Note: Before installing a network license using either the Embedded Web Server or MarkVision Professional, copy the license files to the license server.

- 1 Copy the license file to the following directory on the network license server:
C:\Program Files\Lexmark\LicenseServer\Licenses
- 2 On the host computer, click , or click **Start** and then click **Run**.

- 3 In the Start Search or Run box, type `control admintools`.
- 4 Press **Enter**, or click **OK**.
- 5 Click **Services > License Server**.
- 6 Stop the License Server service, and then restart it.

Configuring the network license

- 1 From the Embedded Web Server, click **Settings** or **Configuration**.
- 2 Click **Device Solutions > Solutions (eSF)**, or click **Embedded Solutions**.
- 3 Click **Network License**.
- 4 Enter the IP address or host name and optional port for the network license server where the license is stored. You can enter values for up to three separate servers.
- 5 In the Heartbeat Period field, enter a value of 2 to 60 minutes to designate how often the printer will ping the network license server to check for updates and maintain access to an electronic license.
- 6 In the “Number of Retries” field, enter a number of 1 to 5 to set the maximum number of times the printer can attempt to obtain a license before quitting.
- 7 Click **Apply**.

Updating the network license

Using the Embedded Web Server

- 1 Click **Solutions**.
- 2 From Installed Solutions, click the appropriate application link.
- 3 Click **License > Update License > Network > Update License**.

Using MarkVision Professional

- 1 In MarkVision Professional, select the device where the application is installed.
- 2 Click **Settings > Embedded Solutions > Solutions Management**.
- 3 Under the appropriate application, click **Update License**.
- 4 In the Update License window, select **Use a network license server**.
- 5 Click **Update License**.

Configuring ADF Card Copy

Configuring the network and e-mail function of the printer

This application uses the network and e-mail server setup and options of the printer. Before running the application, you must first complete the network and e-mail server setup.

For more information on configuring the network and e-mail settings of the printer, see the *User's Guide* and other networking information on the *Software and Documentation* CD that came with the printer.

Configuring output options

- 1 Access the application configuration settings from the Embedded Web Server or MarkVision Professional.
- 2 Change the default output options if necessary:

Selecting output options

- **Print output**—Select this option to print the scanned card.
- **Email output**—Select this option to send the scanned card as an e-mail attachment.
- **Network Share Output**—Select this option to save the scanned card to a shared folder on the network.

Note: You can select all or any of the three output options. These options can also be changed from the application on the printer.

- **Scan file format**—Specify the output format (TIFF, JPEG, or PDF) of the scanned card.

Configuring e-mail settings

- **Default email address**—Specify the destination e-mail address for the scanned card. Use a comma to separate multiple e-mail addresses.

Configuring network destination settings

- **Destination Server Address**—Type the server name or IP address of the shared network folder, with the format `\\server\share`.
- **Domain (Optional)**—Type the Windows domain for the destination if the destination resides within a different Windows domain than the printer.
- **Username**—Type the default user name to connect to the destination.
- **Password**—Type the default password to connect to the destination.
- **Authentication Type**—Select how users are authenticated when connecting to the destination.
- **Append Timestamp**—Select the check box to add a time stamp to the file name.

- 3 Do one of the following:

Using the Embedded Web Server

- Click **Restore Defaults** to restore all fields to factory default settings.
- Click **Reset** to cancel changes to all fields and begin again.
- Click **Apply** to save changes to the profile.

Note: Reset and Apply are the only options available on certain devices.

Using MarkVision Professional

- Click **OK** to save changes.
- Click **Cancel** to exit without saving changes.

Configuring scanning options

- 1 Access the application configuration settings from the Embedded Web Server or MarkVision Professional.
- 2 Change the default scanning options if necessary:
 - **Default tray**—Select the default paper tray to be used for printing scanned images.
 - **Default number of copies**—Specify the number of copies that should automatically print when the application is used.
 - **Default contrast setting**—Specify a setting to increase or decrease the level of contrast when a copy of the scanned card is printed. Select **Best for Content** if you want the printer to adjust the contrast automatically.
 - **Default scale setting**—Set the size of the scanned card when printed. The default is 100% (full size).
 - **Color Output**—Select the check box to print the scanned card in color, or clear it to scan in black and white.
 - **Resolution setting**—Adjust the quality of the scanned card.

Note: When scanning a card, make sure the scan resolution is not more than 200 dpi for color, and 400 dpi for black and white.
 - **Print Borders**—Select the check box to print the scanned image with a border around it.
- 3 Do one of the following:

Using the Embedded Web Server

- Click **Restore Defaults** to restore all fields to factory default settings.
- Click **Reset** to cancel changes to all fields and begin again.
- Click **Apply** to save changes to the profile.

Note: Reset and Apply are the only options available on certain devices.

Using MarkVision Professional

- Click **OK** to save changes.
- Click **Cancel** to exit without saving changes.

Configuring confirmation options

- 1 Access the application configuration settings from the Embedded Web Server or MarkVision Professional.
- 2 In the Confirmation Page section, select the **Display Confirmation Page** check box to see a confirmation page on the printer control panel after copying or scanning the card.
- 3 Do one of the following:

Using the Embedded Web Server

- Click **Return** to go back to the main configuration page without making any changes.
- Click **Restore Defaults** to return all fields to factory default settings.
- Click **Reset** to cancel changes to all fields and begin again.
- Click **Apply** to save changes.

Note: Reset and Apply are the only options available on certain devices.

Using MarkVision Professional

- Click **OK** to save changes.
- Click **Cancel** to exit without making changes.

Exporting and importing configuration files

Exporting and importing a configuration using the Embedded Web Server

You can export configuration settings into a text file that can then be imported and used to apply the settings to one or more additional printers.

Exporting a configuration

- 1 From the Embedded Web Server, click **Settings** or **Configuration**.
- 2 Click **Device Solutions > Solutions (eSF)**, or click **Embedded Solutions**.
- 3 From Installed Solutions, click the name of the application you want to configure.
- 4 Click **Configure > Export**.
- 5 Follow the instructions on the computer screen to save the configuration file, and then enter a unique file name or use the default name.

Note: If a **JVM Out of Memory** error occurs, then repeat the export until the configuration file is saved.

Importing a configuration

- 1 From the Embedded Web Server, click **Settings** or **Configuration**.
- 2 Click **Device Solutions > Solutions (eSF)**, or click **Embedded Solutions**.
- 3 From Installed Solutions, click the name of the application you want to configure.
- 4 Click **Configure > Import**.
- 5 Browse to the saved configuration file, and then load or preview it.

Note: If a timeout occurs and a blank screen appears, then refresh the browser, and then click **Apply**.

Exporting and importing a configuration using MarkVision Professional

Exporting configuration settings

- 1 From the MarkVision Professional Home screen, select **Embedded Solutions - Solutions Management** from the All Tasks list.
- 2 Using the Quick Find or Folders tabs, select the device or devices where the application is installed.
Use **Ctrl + click** and **Shift + click** to select multiple devices.

Note: Password-protected network devices are displayed in red. Enter the device password to gain access to the device.

- 3 From the list, select the name of the application you want to configure, and then click **Export**.
- 4 Browse to find a location to save the universal configuration file (.ucf), and then click **Save**.

Importing configuration settings

- 1 From the MarkVision Professional Home screen, select **Embedded Solutions - Solutions Management** from the All Tasks list.
- 2 Using the Quick Find or Folders tabs, select the devices where the application is installed.
Use **Ctrl + click** and **Shift + click** to select multiple devices.

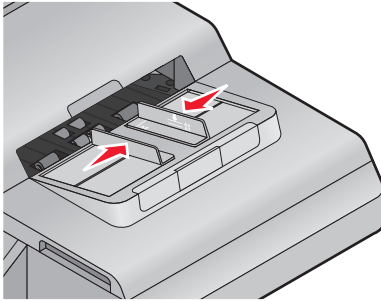
Note: Password-protected network devices are displayed in red. Enter the device password to gain access to the device.

- 3 From the list, select the name of the application you want to configure, and then click **Import**.
- 4 Browse to find the universal configuration file (.ucf), and then click **Add**.

Using ADF Card Copy

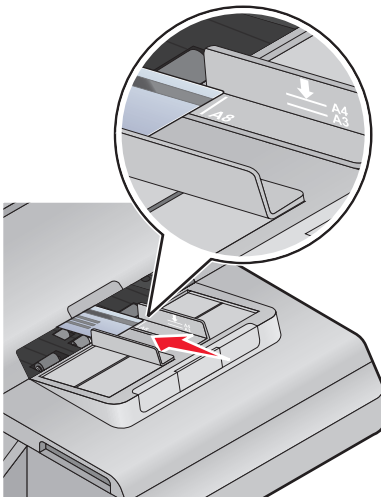
Loading cards into the ADF

- 1 Move the Automatic Document Feeder (ADF) guides to the A8 paper size position.



Note: Use the size indicators on the bottom of the tray to help position the guides.

- 2 Load the card facedown, short-edge first into the ADF.



Notes:

- You can only load one card at a time into the ADF.
- Make sure the last edge of the card is aligned with the A8 mark on the ADF guide.

Copying and e-mailing scanned cards

- 1 From the printer home screen, touch the application icon.
- 2 Load the card facedown into the ADF.



- 3 To scan and print a card, touch .

- 4 To scan and send a card as an e-mail attachment, touch



Note: You can choose all or any of the output options. For example, you can choose to print a copy of the scanned card and also send it as an e-mail attachment.

- 5 Adjust other settings if necessary.

- 6 Touch **Scan**.

- 7 If you are sending a scanned card as an e-mail attachment, then configure the e-mail settings:

- a Enter the recipient e-mail address or verify the default e-mail address.
- b To add more recipients, touch **Next Address**. You can also select an address from the list to edit it. For more information about using e-mail addresses, see the printer *User's Guide*.
- c Touch **E-mail It**.

- 8 If necessary, touch **OK** on the confirmation screen.

Saving scanned cards to the network

- 1 From the printer home screen, touch the application icon.

- 2 Load the card facedown into the ADF.

- 3 Touch .

Note: You can also choose other output options at the same time, such as printing the scanned copy or sending it as an e-mail attachment.

- 4 Adjust other settings if necessary.

- 5 Touch **Scan**.

- 6 If necessary, touch **OK** on the confirmation screen.

Troubleshooting

ADF Card Copy troubleshooting

A network destination stopped working or is invalid

Try one or more of the following:

MAKE SURE DESTINATION IS SHARED AND HAS A VALID NETWORK ADDRESS

Check that the folder or source file is set to be shared across the network.

If the destination has been moved, then the network address may have changed. The destination network address can be accessed from the Embedded Web Server.

MAKE SURE THE PRINTER IS CONNECTED TO THE NETWORK

Make sure that all appropriate network cables are securely connected and that the network settings of the printer are correctly configured. For information on networking the printer, see the *Networking Guide* on the *Software and Documentation* CD that came with the printer.

MAKE SURE THE USER NAME AND PASSWORD IS CORRECT

Make sure you typed the correct user name and password needed to connect to the destination folder.

IF THE SOURCE FILE AND PRINTER RESIDE IN DIFFERENT DOMAINS, THEN MAKE SURE THE DOMAIN INFORMATION IS SPECIFIED

If the source file exists within a different domain than the printer, then you can edit the destination from the application configuration page and enter the appropriate domain information in the Network Address and Network Domain fields. If you do not know the network address of the computer where your source file resides, then consult your system support person.

You can also add the domain name to the Domain Search Order list under the printer network setup.

CHECK THE SYSTEM LOG FOR RELEVANT DETAILS

- 1 Obtain the printer IP address:
 - From the printer control panel home screen
 - From the TCP/IP section in the Network/Ports menu
 - By printing a network setup page or menu settings page, and then finding the TCP/IP section

Note: An IP address appears as four sets of numbers separated by periods, such as 123 . 123 . 123 . 123.

- 2 Open a Web browser, and then type the printer IP address in the address field.
The Embedded Web Server page appears.
- 3 From the navigation menu on the left, click **Settings** or **Configuration**.

- 4 Click **Device Solutions** > **Solutions (eSF)**, or click **Embedded Solutions**.
- 5 Click **System** tab > **Log**.
- 6 From the Filter menu, select an application status.
- 7 From the Application menu, select an application, and then click **Submit**.

An application error has occurred

Try one or more of the following:

CHECK THE SYSTEM LOG

- 1 Obtain the printer IP address:
 - From the printer control panel home screen
 - From the TCP/IP section in the Network/Ports menu
 - By printing a network setup page or menu settings page, and then finding the TCP/IP section

Note: An IP address appears as four sets of numbers separated by periods, such as **123 . 123 . 123 . 123**.

- 2 Open a Web browser, and then type the printer IP address in the address field.
The Embedded Web Server page appears.
- 3 From the navigation menu on the left, click **Settings** or **Configuration**.
- 4 Click **Device Solutions** > **Solutions (eSF)**, or click **Embedded Solutions**.
- 5 Click **System** tab > **Log**.
- 6 From the Filter menu, select an application status.
- 7 From the application menu, select an application, and then click **Submit**.

ADJUST THE SCAN SETTINGS

Note: This applies *only* to applications that support scanning.

In the application configuration settings, select a lower scan resolution. You can select **Off** or a lower resolution from the Scan Color drop-down menu.

CONTACT YOUR SOLUTIONS PROVIDER

If you still cannot isolate the problem, then contact your solutions provider for additional help.

Application does not send the file

Try one or more of the following:

VERIFY THAT THE PRINTER E-MAIL SERVER SETTINGS HAVE BEEN CORRECTLY CONFIGURED

For more information on configuring e-mail server settings, see the printer *User's Guide* or the *Software and Documentation* CD that came with the printer.

MAKE SURE YOU SPECIFIED THE CORRECT DESTINATION E-MAIL

Check the recipient's e-mail address from the application configuration settings or the printer control panel.

MAKE SURE THE PRINTER IS CONNECTED TO THE NETWORK

Make sure that all appropriate network cables are securely connected and that the network settings of the printer are correctly configured. For information on networking the printer, see the printer *User's Guide* or the *Software and Documentation* CD that came with the printer.

License error

Try one or more of the following:

MAKE SURE THE APPLICATION IS LICENSED

The application requires a license to run. For more information on licensing the printer, see "Licensing the application" on page 9.

For more information on purchasing a license, contact your Lexmark representative.

MAKE SURE THE LICENSE IS UP-TO-DATE

Make sure the license for the application has not yet expired. Check the license expiry date using the Embedded Web Server or MarkVision Professional.

MAKE SURE THE LICENSE SERVICE IS INSTALLED AND RUNNING

For more information on licensing the printer, see "Licensing the application" on page 9.

Printer cannot scan to the selected destination

Try one or more of the following:

MAKE SURE THE DESTINATION IS VALID

Verify that the destination is valid in the application configuration settings.

If the destination has been moved, then the network address may have changed. The destination network address can be accessed from the Embedded Web Server.

IF THE PRINTER AND DESTINATION RESIDE IN DIFFERENT DOMAINS, THEN MAKE SURE THE DOMAIN INFORMATION IS SPECIFIED

If the destination exists within a different Windows domain than the printer, then enter the appropriate Windows domain information in the Domain field in the application configuration settings.

MAKE SURE THE FIREWALL SOFTWARE IS ALLOWING COMMUNICATION

If the destination resides on a computer that uses a newer version of the Windows operating system (Windows XP or later), and Windows Firewall is enabled, then the printer may have difficulty sending information to the destination if the destination and the printer reside on different subnets. Windows Firewall must be configured to allow communication with the subnet the printer resides on, or the destination should be set up on the same subnet as the printer. For more information, contact your system support person.

MAKE SURE THE NETWORK IS FUNCTIONING AND THE PRINTER CAN COMMUNICATE WITH THE NETWORK

Verify that all network connections are working and that the network settings of the printer are configured appropriately. For information on networking the printer, see the *Networking Guide* on the *Software and Documentation* CD that came with the printer.

MAKE SURE USERS HAVE PERMISSION TO SAVE SCANS TO THIS DESTINATION

In the application configuration settings, make sure the correct authentication type is selected, and the correct user name and password combination is entered.

Appendix

Checking which version of the Embedded Solutions Framework is installed on a printer

1 Obtain the printer IP address:

- From the printer control panel home screen
- From the TCP/IP section in the Network/Ports menu
- By printing a network setup page or menu settings page, and then finding the TCP/IP section

Note: An IP address appears as four sets of numbers separated by periods, such as 123 . 123 . 123 . 123.

2 Open a Web browser, and then type the printer IP address in the address field.

3 From the Embedded Web Server, click **Reports > Device Settings**.

4 Scroll down until you see **Embedded Solutions** (usually found near the bottom).

5 In the Embedded Solutions section, see the value next to **Framework** =. This signifies the installed version.

Note: To view the complete list of supported printers for each version of the Embedded Web Server, see the *ReadMe* file.

Notices

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EU5-0020

Index

A

- accessing application configuration settings
 - using the Embedded Web Server 6
- ADF Card Copy
 - saving cards to network 17
- application configuration settings
 - accessing 6
- application does not send my file 19
- application error
 - troubleshooting 19
- Automatic Document Feeder (ADF)
 - loading 16

C

- Card Copy
 - copying cards 16
 - e-mailing scanned cards 16
- cards
 - loading 16
- configuring
 - e-mail function 11
 - network settings 11
- configuring confirmation options 13
- configuring output options 12
- configuring scanning options 13
- confirmation
 - configuring options 13
- confirmation options
 - configuring 13
- copying cards 16
- customizing the display icon 6

D

- descriptor file
 - fetching 7
 - installing 7
- display icon
 - customizing 6

E

- Embedded Solutions Framework
 - checking version number 22

Embedded Web Server

- accessing application configuration settings 6
- exporting a configuration
 - using MarkVision Professional 14
 - using the Embedded Web Server 14
- exporting a configuration using MarkVision Professional 14
- exporting a configuration using the Embedded Web Server 14
- e-mail function
 - configuring 11
- e-mailing scanned cards 16

H

- host ID
 - local (individual) 9
 - network 9

I

- importing a configuration
 - using MarkVision Professional 14
 - using the Embedded Web Server 14
- importing a configuration using MarkVision Professional 14
- importing a configuration using the Embedded Web Server 14
- installing
 - descriptor file 7

L

- Lexmark License Server
 - installing 9
- license error 20
- license files
 - local (individual) 9
 - network 9
- licensing
 - individual 10
 - local 10
 - network 10
- loading
 - ADF 16
 - cards 16

M

- MarkVision Professional
 - installing descriptor file 7
 - using 8

N

- network license
 - configuring 10
 - copying license files to the License Server 10
 - updating 10
 - using 10
- network settings
 - configuring 11
- notices 2

O

- output options
 - configuring 12
- overview 5

P

- printer cannot scan to selected destination 20

S

- saving cards to network 17
- scanning options
 - configuring 13

T

- troubleshooting
 - A network destination stopped working or is invalid 18
 - an application error has occurred 19
 - application does not send my file 19
 - license error 20
 - printer cannot scan to selected destination 20
 - Scan to Network 18

U

- using a network license 10