



Google Docs

Administrator's Guide

June 2012

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June 2012

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Overview

Google Docs lets you quickly and easily access your Google Docs account from the printer control panel. Using the printer, you can print documents from your Google Docs collections and scan documents to them. You can also delete, filter, and search for documents as well as add and search for collections.

Notes:

- You must have a Google account to use this application.
- This application requires the printer to have a hard disk installed.

Configuring Google Docs

Acquiring a Google account

Before configuring the application, make sure you have a valid Google account, taking note of your user name and password. If you do not have access to a Google account, then go to the Google Web site and create one before configuring these settings.

Configuring login options

- 1 Access the application configuration settings from the Embedded Web Server or MarkVision Professional.
- 2 Under the Login Options heading, specify how to authenticate users when they access the application. Do one of the following:
 - If you want to use the OAuth 2.0 standard to authenticate users, then select **Enable OAuth**, and then select a function access control to use to secure access to the application.

Notes:

- Make sure you use the Advanced Security Setup settings (click **Settings** or **Configuration**, and then click **Security > Security Setup**) to set up a security template and apply it to the appropriate function access control. For information about configuring security templates and using access controls, see the *Embedded Web Server Administrator's Guide* for your printer.
- The application does not support the PIN function access control type.

Enabling OAuth allows users to authenticate to the application without typing a Google user name and password. The first time users log in to the application using the function access control credentials, they will be prompted to connect the printer to their Google account. They can either print a page of instructions or e-mail instructions to themselves from the printer. The instructions then direct users to a Web site where they will type a code to authorize the printer to access their Google account. When this process is complete, an OAuth token is generated for the user and is stored in a secure location on the printer. Each time the user accesses the application, the token grants the application access to the user's account.

Notes:

- Up to 250 OAuth tokens can be stored on the printer. If there are 250 users registered on a printer, then each time an additional user registers, the oldest token will be removed from the printer.
 - If you uninstall the application or plan to dispose of the printer, then it is recommended that you wipe all settings from the printer to remove any residual token or account information. Contact your solutions provider for assistance.
- If you want to use the ClientLogin protocol to authenticate users, then configure the “Google username” and “Google password” fields. Do one of the following:
 - Type a Google user name and password. Users will be able to access the application without typing their Google credentials.
 - Type a Google user name only. Users will be prompted to type the Google password to access the application.
 - Leave both fields cleared. Users will be prompted to type their Google user name and password to access the application.

Notes:

- The user name and password you type must be associated with a valid Google account. If you do not have a Google user name and password, then create a Google account before configuring these settings.
- If **Enable OAuth** is selected, then the application ignores anything typed in the “Google username” and “Google password” fields.
- If you are using a Google Apps account (for example, a corporate account), then you will most likely need to configure the application to use OAuth rather than the ClientLogin protocol.

3 Save or discard your changes.

Configuring confirmation options

1 Access the application configuration settings from the Embedded Web Server or MarkVision Professional.

2 If necessary, under the Confirmation Screens heading, select one or more of the following:

- **Show Delete Confirmation**—This prompts users to confirm their selection before deleting a document.
- **Show E-mail Confirmation**—This shows an e-mail confirmation message on the printer control panel after users send an e-mail from the printer.
- **Show Print Confirmation**—This shows a print confirmation message on the printer control panel after users print a document.

3 Save or discard your changes.

Configuring scan settings

1 Access the application configuration settings from the Embedded Web Server or MarkVision Professional.

2 If necessary, under the Scan Settings heading, configure the following:

- **Scan Filename**—Type a default file name for scanned documents.
 - Note:** If you leave this field cleared, then users must provide a file name when they scan documents.
- **Original Size**—Specify the paper size of the original document.
- **Orientation**—Specify whether the original document is in portrait or landscape orientation. Select **Portrait** if the height of the page is greater than the width. Select **Landscape** if the width of the page is greater than the height.
- **Sides (Duplex)**—Select whether to let users scan one-sided or two-sided documents. For two-sided documents, specify whether the document is bound on the long-edge or short-edge side.
- **Format**—Specify the output for the scanned image:
 - **TIFF - Single File**—This creates a single TIFF file. The file size is usually larger than an equivalent JPEG.
 - **TIFF - Multiple Files**—This creates multiple TIFF files. The file size is usually larger than an equivalent JPEG.
 - Note:** If multiple-page TIFF is turned off in the Settings menu of the printer Embedded Web Server, then this option saves one page in each file.
 - **JPEG**—This creates a separate file for each page of the original document, viewable by most Web browsers and graphics programs.
 - **PDF**—This creates a single file with multiple pages, viewable with a PDF reader.

- **Secure PDF**—This creates an encrypted PDF file that protects the file contents from unauthorized access. Users are prompted to define a password at runtime.
- **XPS**—This creates a single XPS file with multiple pages, viewable using an Internet Explorer–hosted viewer and the .NET Framework, or by downloading a third-party standalone viewer.
- **Color**—Specify whether documents will be scanned in color or black and white.
- **Resolution**—Adjust the quality of scanned documents.
 - Note:** Higher-resolution settings result in larger files.
- **Darkness**—Adjust the darkness of scans in relation to the original document.
- **Content**—To enhance scan quality, specify the content type of the original document:
 - **Text**—Use this for original documents that are mostly text or line art.
 - **Text/Photo**—Use this for original documents that are a mixture of text and graphics or pictures.
 - **Photo**—Use this for original documents that are high-quality photographs or inkjet prints.
- **Preview**—Select this option to show a scan preview for each scan job.
- **Edge to Edge**—Select this option to specify that the original document will be treated as borderless and will be scanned edge to edge.
- **Print Confirmation**—Select this option to print a confirmation page after documents are scanned.
- **Send Email Confirmation**—Select this option to send a confirmation e-mail from the printer after documents are scanned.
- **Append time stamp**—Select this option to add the scan date and time to the file name of each scanned file.
- **Default Email Domain**—Specify a default e-mail domain (for example, “gmail.com”) to use when sending e-mail confirmations from the printer.

3 Save or discard your changes.

Removing OAuth tokens

- 1 Access the application configuration settings from the Embedded Web Server or MarkVision Professional.
- 2 Under the OAuth Token Management heading, do one or more of the following:
 - To remove all OAuth tokens from this printer, select **Remove All OAuth Tokens**.
 - To remove a token for a user, select **Remove User Token** and then enter the user names (separated by a comma) in the field provided.
 - To remove tokens that have not been used for a period of time, select **Remove inactive tokens**, and then enter the number of days (1–365) that a token may remain unused before it is removed from the printer.

Note: “Remove inactive tokens” will delete unused tokens only at the time you applied the option to the printer. If you want to remove more tokens using this option, then you have to run it again.

3 Save or discard your changes.

Using Google Docs

Note: You must have a Google account to use this application.

Connecting the printer to your Google account with OAuth

If the application is configured to use OAuth 2.0 to authenticate users, then the first time you access the application, you will be prompted to authorize the printer to access your Google account. After you touch the application icon from the home screen and the authorization screen appears, do the following:

- 1 Use the authorization screen to print instructions or to e-mail instructions to yourself.
- 2 Follow the instructions on the printout or in the e-mail to go to the Google Web site and type an authorization code.
- 3 Follow the Web site instructions to complete the authorization process.
- 4 When you are finished, touch **Next** on the printer control panel.

The printer returns to the home screen. The next time you access the application, the printer will be connected to your Google account.

Note: After you type the code on the Google Web site and complete the authorization process, it may take a few seconds for the printer to connect to your account. After the printer returns to the home screen, wait about 30 seconds before attempting to access the application again.

Notes:

- When the authorization screen appears on the printer control panel, go to the Google Web site and connect the printer to your account within 30 minutes. If you do not complete this process within 30 minutes, then you will need to start over from the printer.
- The authorization screen appears only if the application is configured to use OAuth from the printer Embedded Web Server. If the application is configured to use ClientLogin, then you will not be prompted to connect the printer to your account. Instead, each time you access the application, you may be prompted to type your Google password, or your Google user name and password, or you may not be prompted at all. This depends on how the ClientLogin options are configured.

Revoking access to your Google account

If you want to stop the printer from accessing your Google account, then do the following:

- 1 Log in to your Google account, and then access your account settings.
- 2 In the Security section, click **Authorizing applications & sites**.
- 3 Next to the application name, click **Revoke Access**.

All printers will no longer be able to access your account unless you complete the authorization process again.

Printing documents

- 1 From the printer home screen, touch the application icon.
- 2 If prompted, do one of the following:
 - Type your Google password or your Google user name and password.
 - Enter any credentials configured by the administrator (for example, a PIN or password).
- 3 If necessary, select a collection.
- 4 Select a document to print.
- 5 If necessary, touch **Options** to adjust print options.
- 6 If you want to delete the document from your Google Docs account after printing it, then select **Delete after printing**.
- 7 Touch **Print**.
- 8 If a print confirmation screen appears, then touch **Next**.

Scanning documents

- 1 Load the document into the printer.

Note: Documents may be loaded into the Automatic Document Feeder (ADF) or on the scanner glass. For information on the different methods of loading documents, see the *User's Guide* that came with the printer.
- 2 From the printer home screen, touch the application icon.
- 3 If prompted, do one of the following:
 - Type your Google password or your Google user name and password.
 - Enter any credentials configured by the administrator (for example, a PIN or password).
- 4 If necessary, select the collection to which you want to scan the document.
- 5 Touch **Scan**.
- 6 If necessary, configure the file name, confirmation options, and confirmation e-mail address.
- 7 Touch **Scan**, or if necessary, configure the scan settings, and then touch **Scan It**.
- 8 If prompted, type a password to protect the file.
- 9 To scan additional pages, load the next page, and then touch **Scan the Next Page**. If you have no more pages to scan, then touch **Finish the Job**.
- 10 If an e-mail confirmation screen appears, then touch **Next**.

Deleting documents

- 1 From the printer home screen, touch the application icon.
- 2 If prompted, do one of the following:
 - Type your Google password or your Google user name and password.
 - Enter any credentials configured by the administrator (for example, a PIN or password).

- 3 If necessary, select a collection.
- 4 Select a document to delete.
- 5 Touch **Delete**.
- 6 If prompted, confirm your selection.

Filtering and searching

Filtering documents

- 1 From the printer home screen, touch the application icon.
- 2 If prompted, do one of the following:
 - Type your Google password or your Google user name and password.
 - Enter any credentials configured by the administrator (for example, a PIN or password).
- 3 Touch **Filter**.
- 4 Select a filter category.

Only the documents that fit in your selected category appear.
- 5 To remove the filter and show all documents, touch **Filter**, and then touch **All Documents**.

Searching for documents and collections

- 1 From the printer home screen, touch the application icon.
- 2 If prompted, do one of the following:
 - Type your Google password or your Google user name and password.
 - Enter any credentials configured by the administrator (for example, a PIN or password).
- 3 Touch **Search**.
- 4 Type the name or the first few letters of the name of the document or collection you want to search for.
- 5 Touch **Next**.

The results of your search appear.

Adding collections

- 1 From the printer home screen, touch the application icon.
- 2 If prompted, do one of the following:
 - Type your Google password or your Google user name and password.
 - Enter any credentials configured by the administrator (for example, a PIN or password).
- 3 If necessary, select the collection in which you want to add your new collection.
- 4 Touch **New Collection**.
- 5 Type a name for the collection, and then touch **Next**.

Troubleshooting

Google Docs troubleshooting

The printer returns to the home screen while authenticating credentials

This error usually occurs if you have not specified a proxy for the printer.

SPECIFY THE PROXY SERVER ADDRESS

- 1 From the Embedded Web Server, click **Settings** or **Configuration**.
- 2 Click **Network/Ports > TCP/IP**.
- 3 Under the HTTP/FTP Settings heading, type the proxy server IP address in the "HTTP Proxy IP Address" field.
- 4 Click **Submit**.

The printer returns to the home screen while retrieving the document list

If you have a large number of files in your Google Docs account, then the printer may time out while retrieving your document list.

INCREASE THE SCREEN TIMEOUT

- 1 From the Embedded Web Server, click **Settings** or **Configuration**.
- 2 Click **General Settings > Timeouts**.
- 3 Increase the number of seconds in the Screen Timeout field.
- 4 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 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 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.

License error

Try one or more of the following:

MAKE SURE THE APPLICATION IS LICENSED

Applications require a license to run.

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.

Cannot create collection

Try one or more of the following:

CHECK NETWORK CONNECTIONS AND SETTINGS

Make sure that all appropriate network cables are securely connected, and that the proxy, firewall, and other network settings 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.

CONTACT YOUR SOLUTIONS PROVIDER

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

Cannot send e-mail

Try one or more of the following:

CHECK SMTP SETTINGS

Make sure the SMTP settings on the Embedded Web Server are properly configured.

CONTACT YOUR SOLUTIONS PROVIDER

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

Some documents do not appear in the list

Try one or more of the following:

CHECK NETWORK CONNECTIONS AND SETTINGS

Make sure that all appropriate network cables are securely connected, and that the proxy, firewall, and other network settings 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.

CONTACT YOUR SOLUTIONS PROVIDER

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

Application cannot authenticate user

Try one or more of the following:

CHECK NETWORK CONNECTIONS AND SETTINGS

Make sure that all appropriate network cables are securely connected, and that the proxy, firewall, and other network settings 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.

CHECK APPLICATION SETTINGS

Check whether the application is configured to use the ClientLogin protocol or the OAuth 2.0 standard to authenticate users. Make sure you type the appropriate credentials at the printer.

MAKE SURE YOU SPECIFY THE CORRECT USER NAME AND PASSWORD

If the application is configured to use the ClientLogin protocol to authenticate users, then make sure you type the correct Google user name and password from the application configuration settings. If you did not specify a Google password from the application configuration settings, then make sure you type the correct password at the printer.

If the application is configured to use the OAuth 2.0 standard to authenticate users, then make sure you type the correct user name and password at the printer.

MAKE SURE YOUR OAUTH TOKEN IS STILL ACTIVE

If your OAuth token has been removed from the printer, then register your account again.

CONTACT YOUR SOLUTIONS PROVIDER

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

Appendix

Configuring applications using the Embedded Web Server

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. 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 one time.

Accessing application configuration settings using the Embedded Web Server

- 1 Obtain the printer IP address:
 - From the printer 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 20.

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

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

Note: MVP can only be used 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 applications

Applications require a valid electronic license to run on select printers.

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

Exporting and importing configuration files

After configuring an application, you can export your current settings into a file that can then be imported and used to configure that application on one or more additional printers.

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**.

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

- 1 Type the printer IP address or hostname in the address field of your Web browser.
- 2 From the Embedded Web Server, click **Reports > Device Settings**.
- 3 Scroll down until you see Embedded Solutions (usually found near the bottom).
- 4 Under Embedded Solutions, the value next to **Framework** = signifies the installed version.

Notices

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