



# **E-mail to Self**

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## **Administrator's Guide**

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## Overview

*E-mail to Self* is an application that lets users log in to the e-mail function of their printer and automatically send scanned images to their e-mail address. If the application is enabled on the Embedded Web Server (EWS), users can add cc and bcc recipients when sending e-mail from select printers. They may also change or remove the auto-generated e-mail address in the “To” field, but the application will still send the authenticated user a copy of the e-mail

For the application to work, first make sure the printer has been configured for at least one of the following authentication methods:

- LDAP
- LDAP + GSSAPI
- Kerberos
- NTLM

**Note:** If you are using Kerberos or NTLM to authenticate users, then LDAP must also be configured from the Address Book Setup page.

After configuring the authentication method or methods, configure the security access for the e-mail function.

# Configuring E-mail to Self

## Configuring security access for the e-mail function

- 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 > Security > Security Setup**.
- 4 From the Advanced Security Setup section, click **Access Controls**.
- 5 If necessary, click **Function Access**.
- 6 From the E-mail Function menu, select the security template you want to use.

**Notes:**

- If you are using NTLMv2 Authentication, then make sure **No Security** is selected.
- For security templates to appear, they must be configured first. For more information on adding security templates, see the *Embedded Web Server Administrator's Guide* at <http://support.lexmark.com>.

- 7 Click **Submit**.

## Configuring the application settings

- 1 Access the application configuration settings from the Embedded Web Server.
- 2 Enable the application and customize the other settings:
  - **Enable**—Select the check box to use the application.  
**Note:** This option overrides the printer e-mail function. E-mails sent from the printer are sent only to the authenticated user.
  - **Userid Attribute**—Type the LDAP user ID attribute.  
**Note:** This option is required regardless of the authentication method used.
  - **Enable cc:/bcc:**—Select the check box to allow users to add cc and bcc recipients when sending e-mails from the printer, and to change or remove the auto-generated e-mail address in the “To” field.  
**Note:** The application still sends a copy of the e-mail to the authenticated user even if that user’s e-mail address has been changed or removed from the “To” field.

- **NTLMv2 Authentication - Enable**—Select the check box if you are using NTLMv2 to authenticate users on the printer.

**Note:** If you are using NTLMv2 authentication, then make sure the security access for the e-mail function is set to No Security.

- **NTLMv2 Authentication - Domain PDC Name**—Type the primary domain controller name.

**3** Click **Apply** to save the settings.

# Troubleshooting

## E-mail to Self troubleshooting

### 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.

### The user account cannot be found on the LDAP server

If you are using Kerberos or NTLM to authenticate users, then LDAP must also be configured. Verify that both accounts have been configured properly.

### There is a problem connecting to the LDAP server

#### **MAKE SURE LDAP IS CONFIGURED CORRECTLY**

Make sure the printer has been configured for use with an LDAP server and that the settings are correct. The Userid Attribute in the LDAP application settings must be configured.

If you are using Kerberos or NTLM to authenticate users, then LDAP must also be configured, and the LDAP Userid Attribute must be specified in the application settings. For more information, see “Configuring the application settings” on page 4.

#### **MAKE SURE THE USER NAME IS THE SAME FOR ALL ACCOUNTS**

If you are using Kerberos or NTLM to authenticate users, then LDAP must also be configured. Make sure the user name is the same for both Kerberos and LDAP or for both NTLM and LDAP.

## Appendix

### 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 appears.
- 3 From the navigation menu on the left, click **Settings** or **Configuration**, and then do one of the following:
  - Click **Apps > Apps Management**.
  - Click **Device Solutions > Solutions (eSF)**.
  - Click **Embedded Solutions**.
- 4 From the list of installed applications, click the application you want to configure, and then click **Configure**.

### Exporting and importing a configuration using the Embedded Web Server

You can export configuration settings into a text file, and then import it to apply the settings to other printers.

- 1 From the Embedded Web Server, click **Settings** or **Configuration**, and then do one of the following:
  - Click **Apps > Apps Management**.
  - Click **Device Solutions > Solutions (eSF)**.
  - Click **Embedded Solutions**.
- 2 From the list of installed applications, click the name of the application you want to configure.
- 3 Click **Configure**, and then do one of the following:
  - To export a configuration to a file, click **Export**, and then follow the instructions on the computer screen to save the configuration file.  
  
**Note:** If a **JVM Out of Memory** error occurs, then repeat the export process until the configuration file is saved.
  - To import a configuration from a file, click **Import**, and then browse to the saved configuration file that was exported from a previously configured printer.

**Notes:**

- Before importing the configuration file, you can choose to preview it first.
- If a timeout occurs and a blank screen appears, then refresh the Web browser, and then click **Apply**.

## Licensing applications

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

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

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

**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.

**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, note 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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