



Lexmark™

# OnBase Connector

Version 1.0

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## Guide de l'administrateur

Mars 2020

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# Historique des modifications

## Mars 2020

- Ajout d'informations sur la vérification du certificat SSL.

## Juillet 2019

- Version initiale du document pour les produits multifonction équipés d'un écran tactile.

# Présentation

Utilisez l'application pour numériser vos documents en toute sécurité de votre imprimante vers le serveur OnBase.

Ce document fournit des informations sur la configuration, l'utilisation et le dépannage de l'application.

## Liste de contrôle préparatoire du déploiement

Assurez-vous de :

- Disposer d'un serveur OnBase.
  - Disposer de l'URL du serveur d'application OnBase (URL du serveur).
-

# Configuration de l'application

## Accès à Embedded Web Server

- 1 Obtenez l'adresse IP de l'imprimante. Effectuez l'une des opérations suivantes :
  - Recherchez l'adresse IP de l'imprimante sur son écran d'accueil.
  - Dans la section Aperçu du réseau ou dans la section TCP/IP du menu Réseau/Ports, affichez l'adresse IP.
- 2 Ouvrez un navigateur Web, puis saisissez l'adresse IP de l'imprimante.

## Accès à la page de configuration de l'application

- 1 Depuis Embedded Web Server, en fonction de votre modèle d'imprimante, effectuez l'une des opérations suivantes :
  - Cliquez sur **Applications**.
  - Cliquez sur **Paramètres > App. > Gest. app.**
- 2 Cliquez sur le nom de l'application, puis cliquez sur **Configurer**.

## Configuration des paramètres de l'application

- 1 Accédez à la page de configuration de l'application à partir d'Embedded Web Server.
- 2 Configurez les paramètres.

**Remarque :** Pour plus d'informations sur chaque paramètre, reportez-vous à l'aide contextuelle.

- **URL du serveur d'application :** l'URL du serveur d'application OnBase.
- **Vérifier le certificat :** vérifie le certificat SSL. Ce paramètre s'applique uniquement aux serveurs utilisant https.
- **Mode Vérification :** la méthode utilisée pour vérifier le certificat SSL. Ce paramètre s'applique uniquement aux serveurs utilisant https.
  - **Chaîne :** vérifie les certificats certifiés par l'autorité de certification (CA).
  - **Pair :** vérifie les certificats auto signés.
- **Certificat SSL :** le certificat SSL du serveur d'application OnBase. Ce paramètre s'applique uniquement aux serveurs utilisant https.

**Remarques :**

- L'application prend uniquement en charge le format de fichier .PEM.
- Les versions SSL/TLS du serveur doivent prendre en charge les versions SSL/TLS disponibles sur le microcode de l'imprimante.
- Assurez-vous que l'algorithme de signature configuré pour les certificats auto signés est SHA256.
- **Méthode d'authentification OnBase :** la méthode d'authentification utilisée sur le serveur OnBase.
  - **Interne :** utilise les comptes enregistrés sur le serveur OnBase.
  - **Active Directory :** utilise les comptes Active Directory configurés sur le serveur OnBase.
  - **LDAP :** utilise les comptes LDAP configurés sur le serveur OnBase.

- **Méthode d'authentification MFP** : la méthode utilisée pour la connexion à l'imprimante.
  - **Demander le nom d'utilisateur et le mot de passe** : nécessite les informations d'authentification de l'utilisateur pour la connexion au serveur OnBase.
  - **Utiliser la connexion MFP** : utilise les informations d'authentification de l'utilisateur actuellement connecté à l'imprimante pour accéder au serveur OnBase.

**Remarques :**

- Si un compte invité est disponible, ce compte est utilisé pour la connexion au serveur OnBase.
  - Si aucun compte invité n'est disponible, les informations d'authentification de l'utilisateur actuellement connecté à l'imprimante sont utilisées.
  - **Afficher les paramètres de numérisation** : affiche les paramètres de numérisation.
  - **Compte invité** : un compte général utilisé pour la connexion à l'imprimante.
    - **Nom d'utilisateur**
    - **Mot de passe**
- Pour activer le compte invité, procédez comme suit :
- Définissez Méthode d'authentification OnBase sur **Interne**.
  - Définissez Méthode d'authentification MFP sur **Utiliser la connexion MFP**.
  - Assurez-vous qu'aucun utilisateur n'est connecté à l'imprimante.
- **Paramètres d'affichage de l'écran d'accueil**
    - **Texte de l'icône** : le nom de l'application personnalisée.
    - **Icône** : l'icône de l'application personnalisée.

**3** Cliquez sur **Appliquer**.

## Enregistrement des utilisateurs à l'aide de la connexion par carte

Pour activer la connexion par carte, assurez-vous que l'application d'authentification par carte est installée sur l'imprimante. Pour obtenir plus d'informations, reportez-vous au *Guide de l'administrateur de l'authentification par carte*.

- 1** Passez votre carte sur le lecteur de carte.
- 2** Saisissez vos informations d'identification sur le panneau de commandes de l'imprimante.
- 3** Appuyez sur **Enregistrer**.

**Remarque** : Assurez-vous que l'option Utiliser le domaine sélectionné est activée dans les paramètres d'authentification par carte. Pour obtenir plus d'informations, reportez-vous au *Guide de l'administrateur de l'authentification par carte*.

## Configuration du contrôle d'accès à la fonction

- 1** Ouvrez un navigateur Web, puis saisissez l'adresse IP de l'imprimante.
- 2** Selon le modèle de votre imprimante, effectuez l'une des opérations suivantes :

### Pour eSF version 5.0 ou ultérieure

- a Cliquez sur **Paramètres > Sécurité**.
- b Dans la section Public, cliquez sur **Gestion des autorisations**.
- c Développez **Accès aux fonctions**, puis décochez la case en regard de la fonction que vous souhaitez désactiver.
- d Cliquez sur **Enregistrer**.

### Pour eSF version 4.0 ou antérieure

- a Cliquez sur **Paramètres > Sécurité > Configuration de la sécurité**.
- b Dans la section Configuration de sécurité avancée, configurez un bloc fonctionnel.
- c Définissez un modèle de sécurité en utilisant le bloc fonctionnel précédemment configuré.
- d Cliquez sur **Contrôles d'accès**, puis cliquez sur **Applications du périphérique**.
- e Définissez l'application sur le modèle de sécurité précédemment configuré.
- f Cliquez sur **Envoyer**.

## Importation ou exportation d'un fichier de configuration

L'importation de fichiers de configuration écrase les configurations d'applications existantes.

- 1 Accédez à la page de configuration de l'application à partir d'Embedded Web Server.
- 2 Effectuez l'une des opérations suivantes :

### Pour eSF version 5.0 ou ultérieure

- a Cliquez sur **Importer/exporter la configuration**.
- b Effectuez l'une des opérations suivantes :
  - Localisez le fichier de configuration, puis cliquez sur **Importer**.
  - Cliquez sur **Exporter**.
- c Cliquez sur **Enregistrer**.

### Pour eSF version 4.0 ou antérieure

- a Effectuez l'une des opérations suivantes :
  - Cliquez sur **Importer**, localisez le fichier de configuration, puis cliquez sur **Démarrer**.
  - Cliquez sur **Exporter**.
- b Cliquez sur **Appliquer**.

### Remarques :

- Lorsque vous exportez le fichier de configuration, le paramètre **esf.onBaseConnector.guest.password** et sa valeur ne sont pas inclus.
- Avant d'importer le fichier de configuration, utilisez un éditeur de texte pour ajouter **esf.onBaseConnector.guest.password** et sa valeur au fichier de configuration.



# Utilisation de l'application

## Numérisation de documents

1 Chargez un document original dans le DAA ou sur la vitre du scanner.

**Remarque :** Pour plus d'informations, reportez-vous au *Guide de l'utilisateur* de l'imprimante.

2 Sur l'écran d'accueil, appuyez sur l'icône de l'application.

3 Si vous y êtes invité, saisissez vos informations d'authentification.

4 Sélectionnez une option pour les paramètres Groupe des types de document, Type de document et File d'attente de numérisation.

**Groupe des types de document :** le groupe de chaque type de document.

**Type de document :** le type de document.

**File d'attente de numérisation :** la file d'attente qui envoie les documents numérisés au serveur OnBase.

### Remarques :

- Les options des paramètres Groupe des types de document, Type de document, File d'attente de numérisation et Mots-clés peuvent être configurées dans le serveur OnBase.
- Si l'une de ces options est modifiée, redémarrez le serveur, puis l'application.

5 Saisissez les informations relatives au document.

### Formats de mots-clés pris en charge

- Alphanumérique : codage UTF-8
- Date : AAAA-MM-JJ
- Date/Heure : AAAA-MM-JJ HH:MM:SS (format 24 heures)
- Marge : 1234.5678 (séparateur décimal)
- Devises : 12.34 (séparateur décimal ; pas de symbole de devise)

6 Si nécessaire, réglez les paramètres de numérisation.

**Remarque :** Pour obtenir la liste des types de fichiers pris en charge, consultez le fichier *Readme*.

7 Appuyez sur **Numériser**.

8 Envoyez le document ou numérisez la page suivante.

**Remarque :** Pour plus d'informations sur l'affichage des documents numérisés, reportez-vous à la documentation du serveur OnBase.

# Dépannage

## Erreur d'application

Essayez l'une ou plusieurs des solutions suivantes :

### Vérifiez le journal de diagnostic

- 1** Ouvrez un navigateur Web, puis saisissez **IP/se**, où **IP** est l'adresse IP de l'imprimante.
- 2** Cliquez sur **Solutions intégrées**, puis procédez comme suit :
  - a** Effacez le fichier journal.
  - b** Définissez le niveau de journalisation sur **Oui**.
  - c** Générez le fichier journal.
- 3** Analysez le journal, puis résolvez le problème.

**Remarque** : Pour éviter des problèmes de mémoire insuffisante, après analyse du journal, définissez le niveau de journalisation sur **Non**.

### Réglez les paramètres de numérisation

### Contactez votre représentant Lexmark

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