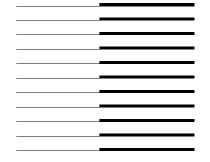# Print Exec LT

Getting Started

océ

Océ-Technologies B.V.

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Contents

Chapter 1
Print Exec LT

Print Exec LT is software which allows you to create and send a set of plots or drawing files to an Océ printer. You can send the settings for these jobs from your workstation.

Introduction

This manual helps you install Print Exec LT software.

After the software is installed, the on-line Help explains of how to use the application.

Minimum system requirements

Before you install Print Exec LT, check that you have the following:

- IBM compatible computer under Microsoft Windows 95, Windows 98, Windows NT 4.0, Windows 2000, Windows Millenium or Windows XP.
- Pentium PC 200 Mhz
- 64 Mb of memory
- 70 Mb of free disk space
- Sufficient free disk space on the installation disk drive for temporary local storage
- Ethernet, Token ring, or parallel network connection to your Océ printers.

How to install Print Exec LT

Note: *If you install under Windows NT or Windows 2000, log on as the system administrator.*

▼ **Install Print Exec LT from the CD-ROM**

1 Contact your Océ Sales representative to Obtain a Print Exec LT CD-ROM, or go to http://sdds.oce.com to download Print Exec LT from the web.

2 Put the Print Exec LT CD-ROM into your CD-ROM drive.
  - If 'Autorun' is enabled on your computer, the installation program starts, or
  - Use Windows Explorer to find the file 'setup.exe'. Double click on 'setup.exe'.

3 Select the language.

4 Click 'Install Print Exec LT'.

5 Select the language required for the Print Exec LT application.

6 Click 'OK'.

7 Click 'Next'.

8 Read the End-user Licence Agreement.

9 Click 'I accept'.

10 Click 'Next' to continue.

11 Define the drive and directory where you want to install Print Exec LT. If necessary, click 'Choose...' to browse to the correct folder.

12 Click 'Next'.

13 Define the short cuts.
Note: *If you install the software on a Windows NT or Windows 2000 workstation, you can create the shortcuts for other users. To create the shortcut, click on the 'Other' button and enter the path to the user's profile. For example: D:\WINNT\Profiles\All Users*

14 Click 'Install'.

15 Wait until the files load.

16 Click 'Done' to finish.

The installation creates four shortcuts under Start\Programs\Print Exec LT:
  - Activation Key Request Form: Fill in this form to obtain the activation key.
  - Print Exec LT: to start the application.
  - Uninstall: to uninstall the application.
  - Help Print Exec LT: the on-line help.

How to upgrade Print Exec LT

Note: *If you install under Windows NT or Windows 2000, log on as the system administrator.*

▼ **Upgrade Print Exec LT from the CD-ROM**

1 Put the Print Exec LT CD-ROM into your CD-ROM drive.
   - If 'Autorun' is enabled on your computer, the installation program starts, or
   - Use Windows Explorer to find the file 'setup.exe'. Double click on 'setup.exe'.
2 Select the language.
3 Click 'Install Print Exec LT'.
4 Select the language required for the Print Exec LT application.
5 Click 'OK'.
6 Select 'Upgrade'.
7 Click 'Install' to continue.
8 Wait until the files load.
9 Click 'Done' to finish.

How to activate Print Exec LT

The following steps are necessary to use Print Exec LT without any restrictions.

▼ **Obtain a Print Exec LT license**

1 Define how many seats of Print Exec LT you need.
2 Contact your Océ sales representative for the licenses.

▼ **Obtain the Host-ID of your PC**

1 Start 'Print Exec LT'.
2 Go to the 'File' menu.
3 Select 'License properties'.
4 Take a note of the 'Host-ID number'.
5 If necessary, repeat for all other PCs which will be running Print Exec LT.
   Note: *Make sure you plan to use Print Exec LT on those PCs. The keys that will be provided to you will only work on those PCs.*

▼ **Obtain the Print Exec LT activation key**

1 Go to www.activate.oce.com.

▼ **Enter the activation key in Print Exec LT**

1 Start 'Print Exec LT'.
   The 'License properties' dialog box opens.
2 Type the activation key in the 'Activation key' field.
   Print Exec LT can now be used without any restrictions.

How to use Print Exec LT

Configure a printer

If you have not used Print Exec LT earlier, the program asks you to define a printer.

Note: *Not all connection types allow feedback of the status from your printer to Print Exec LT.*

Go to one of the following procedures:
- Network printer reporting real time information (with feedback) See page 10.
- Network printer via an LP service (no feedback) See page 10.
- Local printer (parallel port, with no feedback). See page 11.

▼ **Configure a network printer reporting real time information**

1 Go to Start\Programs\Print Exec LT.
The 'Install Printer' page opens.
2 Click 'Add printer'.
The 'Create Printer Wizard' opens.
3 Select 'Network printer reporting real time information'.
4 Type the 'Host name' (Either the internet protocol address or the network name of the printer). Ask your system administrator if you do not have this information.
5 Click 'Next'.
Wait while the printer information is downloaded.
Note: *Note: If you wish to cancel the download, click on 'Back'.*
6 The printer information such as: model, data formats, number of rolls and trays, folder, advanced queue management and accounting is displayed.
7 Click 'Next'.
8 Type a name for the printer.
9 Click 'Next'.
10 Click 'Finish'.

▼ **Configure a network printer via an LP service**

1 Go to Start\Programs\Print Exec LT.
The 'Install Printer' page opens.
2 Click 'Add printer'.

The 'Create Printer Wizard' opens.

3 Select 'Network printer via an LP service'.
4 Enter the name of the host providing the LP service.
5 Enter the name of the queue receiving your jobs.
6 Click 'Next'.
7 Select a printer from the list of available models, according to the printer connected to your computer.
8 Click 'Next'.
9 Define the options as installed on your printer:
   ■ Number of rolls and trays
   ■ Folder
   ■ Copy delivery tray
   ■ Reinforcement unit
   ■ Number of output belts
   ■ PostScript
   ■ Advanced queue management
   ■ Accounting logging.
   Note: *Some printers will not have all the above options.*
10 Click 'Next'.
11 Type a name for the printer.
12 Click 'Next'.
13 Click 'Finish'.

▼   **Configure a local printer**
1 Go to Start\Programs\Print Exec LT.
   The 'Install Printer' page opens.
2 Click 'Add printer'.
   The 'Create Printer Wizard' opens.
3 Select 'Local printer'.
4 Select the parallel port used to address your local printer.
5 Click 'Next'.
6 Select a printer from the list of available models, according to the printer connected to your computer.
7 Click 'Next'.
8 Define the options as installed on your printer:
   ■ Number of rolls and trays
   ■ Folder
   ■ Copy delivery tray
   ■ Reinforcement unit
   ■ Number of output belts
   ■ PostScript
   ■ Advanced queue management

■ Accounting logging.

Note: *Some printers will not have all the above options.*

9   Click 'Next'.

10 Type a name for the printer.

11 Click 'Next'.

12 Click 'Finish'.

Add a job

Before you can print, you have to create a new job.

▼   **Add a job**

1   Click the 'Jobs' icon in the left margin.

2   Click 'New' in the top tool bar.
    An empty job is created. By default, the job settings are those of the current
    configuration selected in the status bar of the application.

Add documents to a job

The job must contain one or more files.

▼   **How to add documents to a job**

1   Select the job to which you want to add the documents.

2   Click 'Documents' in the top tool bar.
    The 'Add documents in job' dialog box opens.

3   Navigate to the directory which contains the documents to be printed.

4   If necessary, select the type of file in the 'Files of type' drop down list.

5   Select the files to be added.

6   Click 'Add'.

7   Click 'OK'.
    By default, the document settings are those of the current configuration
    selected in the status bar of the application.

Print a job

The job is now ready.

▼ **Print a job**

1 Select the 'Jobs' icon in the left margin.
2 Select a job which you want to print.
3 If required, set the number of copies of the complete job to be printed.
4 Click the 'Print' icon in the top tool bar.

How to add a configuration

Print Exec LT allows you to define and re-use multiple printer configurations which contain the settings (media, pens, rotation, Account ID, etc.) which will be used for your jobs.

▼ **Add a configuration**

1 Click on the 'Configurations' button in the left margin.
2 Select the printer.
3 Click on 'New' in the top margin.
4 Follow the steps in the 'Add configuration' wizard.
5 Define the:
  ■ Basic job settings
  ■ Accounting
  ■ Inbox
  ■ Document settings
  ■ Pen settings.
6 Give the new configuration an easy to remember name.
7 If desired, set this configuration as the current configuration.
8 Click 'Finish'.

Modify settings for a document

At times you will want to change some settings of the documents in a job, before it is sent to the printer.

▼   **Modify settings**

1   Select the document.
2   Click 'Properties' button.
3   Select the 'Settings' tab.
    The current document settings are displayed.
4   Edit them as required.
5   Click 'OK'.

Use different configuration for a document

You can also apply a different configuration to change settings of the
documents in a job, before it is sent to the printer.

▼   **Apply a configuration**

1   Select the document.
2   Click 'Properties' button.
3   Select the 'Settings' tab.
4   Select a configuration from the 'Show differences from configuration' drop
    down list.
5   Click on 'Apply configuration'.
    The new settings are displayed.
6   If necessary, you can change the settings.
7   Click 'OK'.

Modify pen settings

▼   **Modify pen settings**

1   Select the document.
2   Click 'Properties' button.
3   Select the 'Pens' tab.
    The pen settings of the current document are displayed.
4   If required, select a different configuration from the 'Select pen set' drop down
    list.
    The pen definitions of the new printer configuration are displayed.
5   If necessary click 'Edit' to modify the pen settings.
6   Click 'OK'.

Frequently asked questions

What shall I do if I have changed my PC or the network adapter?

Get the Host ID and contact your Oce sales representative.

What shall I do if I have given the wrong Host ID?

Get the Host ID and contact your Océ sales representative.

How to buy a license via the Web?

It is not possible, you must contact your Oce sale representative.

How to use the online help

As a complement to this manual, you will find the online help very useful, as it is available directly from your PC's screen. It provides rapid answers to questions on almost any subject dealing with Print Exec LT. You are recommended to take at least a few minutes to familiarize yourself with the Online Help.

From inside Print Exec LT, you can access the Help file by selecting Help from the Help menu. This will open the Print Exec LT Help contents page.

Three options are available for finding information in the help:

Contents	A tree structure of the help.
Index	An alphabetical list of keywords.
Search	A full list of all words in the help file

▼   **To use the Search function**

1 Type the word you are looking for.
2 Press 'Return'.
  All topics which contain the word will be listed.
3 Select an entry to display the topic.

Un-installation

▼ **UnInstall Print Exec LT**

1 Go to 'Start'.

2 Select 'Programs'.

3 Select 'Print Exec LT'.

4 Select 'Uninstall'.

   or

1 Go to 'Start'.

2 Select 'Settings'.

3 Select' Control panel'.

4 Select 'Add/Remove programs'.

5 Select 'Print Exec LT'.

6 Click on 'Remove'.

7 Click on 'Yes'.