



comprehensive print management system

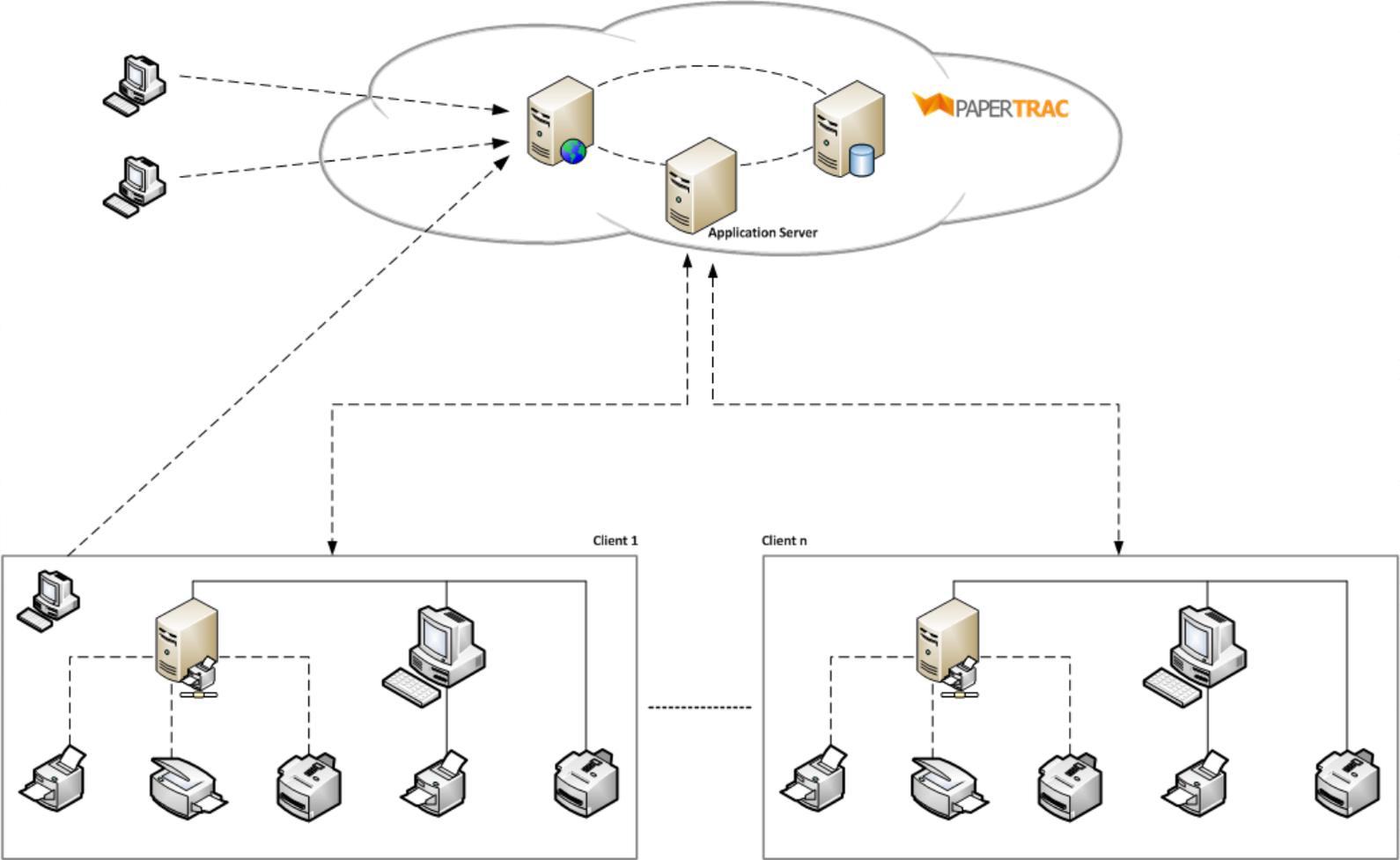
# Benifits

- Real-time view of low supply status alerts and service maintenance requirements in the PaperTrac Management Console
- Detailed page count and cost tracking per printer, user, group or department taking into account variable paper size, single/duplex, black/white or colour printing
- Reduction in on-hand inventory and associated carrying costs
- Granular scheduled and/or adhoc reporting
- Eliminates the manual tracking of printers and supplies
- Enables printer consolidation driving lower operational costs
- Reduces your energy footprint

# Key features

- Vendor agnostic. Supports all networked and locally attached printers
- Automatic discovery of printers within your organization
- Support for printers with or without an intelligent toner sensor
- Toner alert support for printers on USB, LPT or other local connection
- Multi vendor supplies database
- Automatic toner part number allocation
- Detailed log history tracking key end user print actions within PaperTrac

# Application server



# Print Monitor Agent

The agent intercepts local printing and attempts to collect the following information on print jobs that were generated locally on these computers or print servers

- Total number of printed pages
- Total number of copies
- Host name of the computer from where the print job was sent
- Host name of the computer to which the printer is physically connected to
- Paper size
- Simplex or duplex
- Page orientation: Portrait or landscape  
Print job status: Printed or deleted
- Username that created the print job
- Date and time that the print job was created
- File name
- File size
- Grayscale or color page in print job
- Paper layer color detection

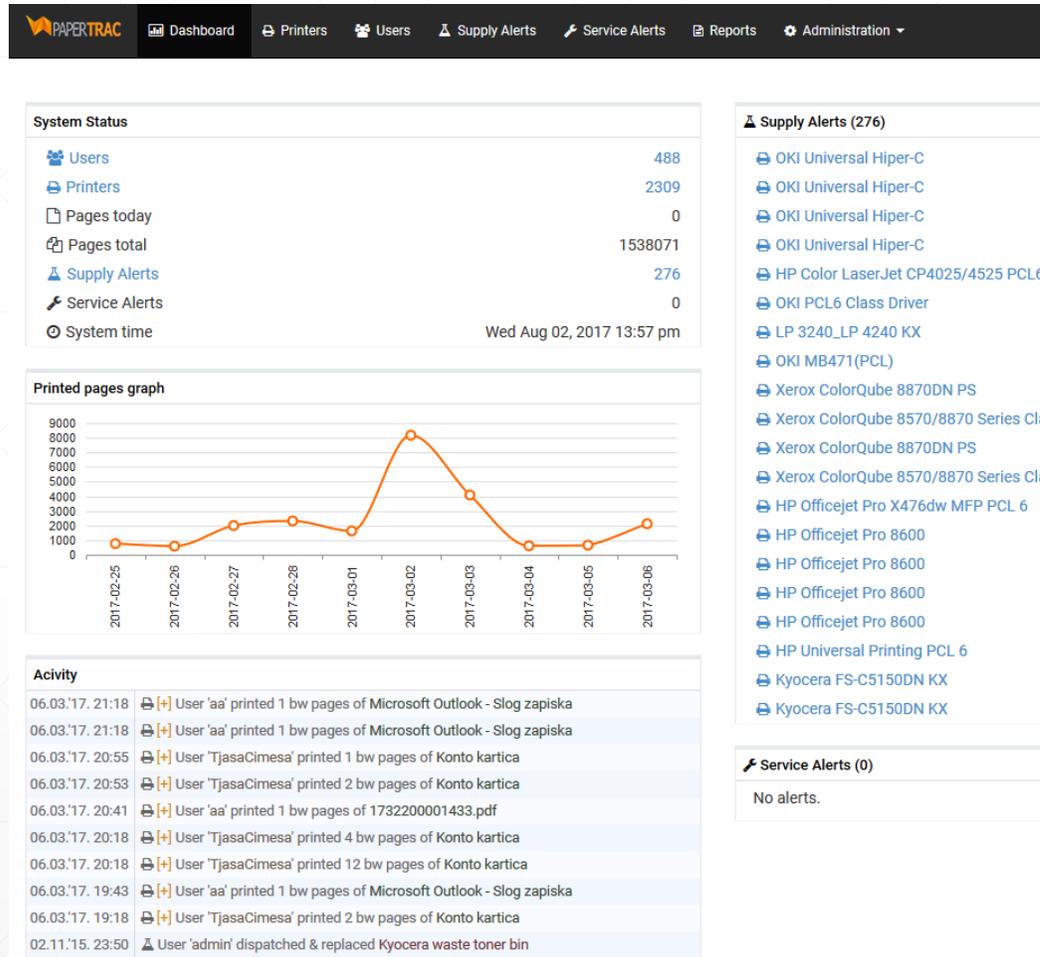
# Management Console

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PaperTrac



# Dashboard



The PaperTrac Dashboard is shown when the user first logs into PaperTrac and makes available a number of key performance indicators (KPI) to the end user. Initially, indicators are shown for all organisations within PaperTrac, however, information specific to an organisation can be shown by simply selecting the organisation in the **All Organisations** dropdown menu.

# Printer management

Supply Alerts Service Alerts Reports Administration

### OKI Universal Hiper-C

OKI C5850DN at net://192.168.18.201 Refresh

Order Dispatch Replace Edit Delete

Printer Details Current Supply Level Supply Level History Job History Supply Action History Alert History Life Time Counters

**Printer Name:** OKI C5850DN  
**Physical Identifier:** net://192.168.18.201

**Printer Location:**   
**Serial Number:** E73472C6J296310  
**MAC Address:**   
**Server Name:** DAVID-ACERS3  
**Firmware Version:**   
**Discovered:** 2015-01-01 00:00:00

**Printer Type:** OKI Universal Hiper-C  
**Asset Number:**   
**Price Grayscale:** 0.00  
**Price Color:** 0.00

**Groups:**   
 Do Not Change Printer Type  This is a Grayscale Printer  Hide on Dashboard

Total Pages:	421	<b>Black Toner / Cartridge %</b>	0
Total Grayscale Pages:	1	<b>Cyan Toner / Cartridge %</b>	0
Total Color Pages:	420	<b>Magenta Toner / Cartridge %</b>	0
Grayscale %:	0 %	<b>Yellow Toner / Cartridge %</b>	0
Total Simplex Pages:	45		
Total Duplex Pages:	376		
Lifetime Pages:	421		
Lifetime Grayscale:	1		
Lifetime Color:	420		
Lifetime Fax:	0		
Lifetime Copier:	0		
Last SNMP Contact:	2017-02-13 11:13:18		

View all information that has been discovered for the selected printer. The seven tabs contain the following information.

- Printer Details
- Current Supply Level
- Supply Level History
- Job History
- Supply Action History
- Alert History

# Printer management - 2

### HP Color LaserJet CM3530 MFP PCL6 Class Driver

HP Color LaserJet CM3530 MFP PCL6 at net://192.168.18.237 Refresh

Order Dispatch Replace Edit Delete

Printer Details Current Supply Level Supply Level History Job History Supply Action History Alert History Life Time Counters

Supply	Current Level (%)	Action
Toner, Magenta	<div style="width: 91%; background-color: magenta;">91</div>	<span>Order</span>
Toner, Yellow	<div style="width: 100%; background-color: yellow;">100</div>	<span>Order</span>
Toner, Black	<div style="width: 31%; background-color: black;">31</div>	<span>Order</span>
Fuser, Unknown	<div style="width: 100%; background-color: black;">100</div>	<span>Order</span>
Transfer Unit, Unknown	<div style="width: 7%; background-color: black;">7</div>	<span>Order</span>

Showing 1 to 5 of 5 entries (filtered from 1,936 total entries)

First Previous 1 Next Last

ORDER EDIT DISPLAY Cancel

### HP Color LaserJet CM3530 MFP PCL6 Class Driver

HP Color LaserJet CM3530 MFP PCL6 at net://192.168.18.237 Refresh

Order Dispatch Replace Edit Delete

Printer Details Current Supply Level Supply Level History Job History Supply Action History Alert History Life Time Counters

ORDER EDIT DISPLAY Cancel

# User management

<input type="checkbox"/>	Organisation	User Name	Full Name	Department			
<input type="checkbox"/>	<a href="#">Egmond B.V.</a>	<a href="#">robertino</a>	robertino				
<input type="checkbox"/>	<a href="#">Egmond B.V.</a>	<a href="#">simonak</a>	simonak				
<input type="checkbox"/>	<a href="#">Egmond B.V.</a>	<a href="#">Jelka</a>	Jelka				
<input type="checkbox"/>	<a href="#">Egmond B.V.</a>	<a href="#">andrejaa</a>	andrejaa		<a href="#">16 [details]</a>	1	88.00
<input type="checkbox"/>	<a href="#">Egmond B.V.</a>	<a href="#">Irenab</a>	Irenab		<a href="#">17 [details]</a>	12	85.00
<input type="checkbox"/>	<a href="#">Egmond B.V.</a>	<a href="#">ninap</a>	ninap		<a href="#">29 [details]</a>	6	145.00
<input type="checkbox"/>	<a href="#">Egmond B.V.</a>	<a href="#">adminlogim</a>	adminlogim		<a href="#">61 [details]</a>	51	320.00
<input type="checkbox"/>	<a href="#">Egmond B.V.</a>	<a href="#">matejaha</a>	matejaha		<a href="#">13 [details]</a>	9	65.00
<input type="checkbox"/>	<a href="#">Egmond B.V.</a>	<a href="#">Bina</a>	Bina		<a href="#">86 [details]</a>	37	430.00
<input type="checkbox"/>	<a href="#">Egmond B.V.</a>	<a href="#">katarinaj</a>	katarinaj		<a href="#">1 [details]</a>	1	5.00
<input type="checkbox"/>	<a href="#">Egmond B.V.</a>	<a href="#">alenskap</a>	alenskap		<a href="#">23 [details]</a>	12	115.00

Add, view or delete users that were discovered by the PaperTrac local Print Monitor agent. Export the user list in various formats for further offline processing.

View user Job Log, and calculate costs per user.

# User management

The screenshot shows a web interface for user management. At the top, there are navigation tabs for 'Service Alerts', 'Reports', and 'Administration'. Below these, the user name 'skovacic' is displayed. A dropdown menu shows '10' items. The main content is a table with columns: Date and Time, Job Name, Page Size, Color, Grayscale, Job Size, Cost, and Printer. The table lists 10 print jobs. At the bottom of the table, it says 'Showing 31 to 40 of 3,254 entries (filtered from 566,459 total entries)'. Below the table is a pagination control with buttons for 'First', 'Previous', '1', '2', '3', '4', '5', '...', '326', 'Next', and 'Last'. At the bottom right of the interface, there are three buttons: 'JOB LOG', 'DISPLAY', and 'Cancel'.

<input type="checkbox"/>	Date and Time	Job Name	Page Size	Color	Grayscale	Job Size	Cost	Printer
<input type="checkbox"/>	2015-09-01 11:06:25	Dobavnica / RAČUN št.:	A4 sheet, 210- by 297-millimeters	0	6	447.73 KB	0.00	<a href="#">Lexmark T654 (MS)</a>
<input type="checkbox"/>	2015-09-01 11:06:35	PREVOZNICA - prevzemnica za dobavnico	A4 sheet, 210- by 297-millimeters	0	1	64.00 KB	0.00	<a href="#">Lexmark T654 (MS)</a>
<input type="checkbox"/>	2015-09-01 11:10:42	Odgovor na el.naročilo	A4 sheet, 210- by 297-millimeters	0	1	64.00 KB	0.00	<a href="#">Lexmark T654 (MS)</a>
<input type="checkbox"/>	2015-09-01 11:10:50	Odgovor na el.naročilo	A4 sheet, 210- by 297-millimeters	0	1	64.00 KB	0.00	<a href="#">Lexmark T654 (MS)</a>
<input type="checkbox"/>	2015-09-01 11:17:05	Interna naročilnica	A4 sheet, 210- by 297-millimeters	0	4	192.12 KB	0.00	<a href="#">Lexmark T654 (MS)</a>
<input type="checkbox"/>	2015-09-01 11:21:01	Interna naročilnica	A4 sheet, 210- by 297-millimeters	0	6	192.40 KB	0.00	<a href="#">Lexmark T654 (MS)</a>
<input type="checkbox"/>	2015-09-01 11:21:23	Narkotično potrdilo št.:	A4 sheet, 210- by 297-millimeters	0	1	64.00 KB	0.00	<a href="#">Lexmark T654 (MS)</a>
<input type="checkbox"/>	2015-09-01 11:21:26	Narkotično potrdilo št.:	A4 sheet, 210- by 297-millimeters	0	1	64.00 KB	0.00	<a href="#">Lexmark T654 (MS)</a>
<input type="checkbox"/>	2015-09-01 11:21:29	Narkotično potrdilo št.:	A4 sheet, 210- by 297-millimeters	0	1	64.00 KB	0.00	<a href="#">Lexmark T654 (MS)</a>
<input type="checkbox"/>	2015-09-01 11:34:07	Interna naročilnica	A4 sheet, 210- by 297-millimeters	0	1	64.00 KB	0.00	<a href="#">Lexmark T654 (MS)</a>

User details and JobLog allows you to see all detailed printouts per user, document size, time and if printer has price per page set, cost is calculated per job.

## New Supply Alerts

The NEW SUPPLY ALERTS table displays the end user with a real-time view of printers that have reached the minimal (user definable) supply level. It displays all relevant information that the user requires to now progress the ordering of the required supply including printer type, network address, location and the supply that has reached the minimal level.

The user can also display per organisation supply level alerts by choosing the required organisation from the Organisation dropdown menu. Further, the user can initiate the supply order process by clicking on the Order button.

## Actioned Alerts

Once the user has ordered the required supply, the supply transitions to the ACTIONED ALERTS table and the user now has the choice of marking the toner as either being:

Dispatched

Replaced

Dispatched and Replaced

(Cancelling the Order)

## Supply Alerts

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The PaperTrac Supply Alerts screen contains two tables.

New Supply Alerts

Actioned Alerts

**New Supply Alerts** All Organisations Refresh

10

Organisation	Location	Network Address	Printer Type	Supply	Current Level (%)	Action
Belis s.r.o.		net.1710.1.4.200	<a href="#">HP Officejet Pro X476dw MFP PCL 6</a>	Ink, Cyan	<input type="text" value="1"/>	Actions
Engrosul s.r.o.		net.1710.01.3.14	<a href="#">Kyocera FS-1118MFP KX</a>	Toner, Black	<input type="text" value="0"/>	Actions
Strem plus s.r.o.		net.1710.168.18.206	<a href="#">Kyocera FS-1300D KX</a>	Toner, Cyan	<input type="text" value="0"/>	Actions
Engrosul s.r.o.		net.1710.01.3.20	<a href="#">Kyocera FS-3900DN KX</a>	Waste Toner, Unknown	<input type="text" value="0"/>	Actions
Greensoft		net.1710.16.16.156	<a href="#">RICOH Aficio SP C242DN PCL 6</a>	Toner, Black	<input type="text" value="0"/>	Actions
Engrosul s.r.o.		net.1710.01.3.141	<a href="#">Kyocera FS-3920DN KX</a>	Waste Toner, Unknown	<input type="text" value="0"/>	Actions
Strem plus s.r.o.		net.1710.168.18.202	<a href="#">Canon UFR II Color Class Driver</a>	Ink, Cyan	<input type="text" value="3"/>	Actions
Engrosul s.r.o.		net.1710.01.3.24	<a href="#">Kyocera TASKalfa 250ci KX</a>	Waste Toner, Unknown	<input type="text" value="0"/>	Actions
Strem plus s.r.o.		net.1710.168.18.135	<a href="#">Kyocera FS-C2026MFP KX</a>	Ink, Yellow	<input type="text" value="1"/>	Actions
Engrosul s.r.o.		net.1710.03.3.19	<a href="#">Kyocera FS-C5150DN KX</a>	Waste Toner, Unknown	<input type="text" value="0"/>	Actions

Showing 1 to 10 of 276 entries

**Actioned Alerts** All Organisations Refresh

10

Organisation	Location	Network Address	Printer Type	Last action	Supply	Current Level (%)	Action
No data available in table							

Showing 0 to 0 of 0 entries

# Supply Alerts

The PaperTrac Supply Alerts screen contains two tables.

New Supply Alerts  
Actioned Alerts



Report Selection View Scheduled Reports

Select a single report from the four report groups. Once selected, enter the report parameters and generate the report.

- User**
- User Summary
  - User List
  - Top Print Users
  - Department Printing - Printing Summary
  - Department Printing - Job Type
  - User Printing - Job Type Summary
  - User Printing - Printer Summary
  - User Printing - Logs

- Printer**
- Printer List
  - Top Printers
  - Printer Usage - Summary
  - Printer Usage - Lifetime Comparison
  - Printer Usage - Lifetime Counts
  - Printer Usage - Physical Summary
  - Printer Usage - Job Type Summary
  - Printer Usage - Logs
  - Printer Usage - User Summary
  - Printer Usage - User Job Type Summary
  - Largest Print jobs

- Supply and Service Alerts**
- Supply - Current Level
  - Supply - Replaced Supplies
  - Supply - Top Supplies
  - Service - All Open Alerts
  - Service - New Alerts
  - Service - In Progress Alerts
  - Service - Closed Alerts

- Cost Per Page**
- CPP Summary
  - CPP Detail

- Groups**
- Group Printing - Summary
  - Group Printing - Job Type Summary
  - Group Printing - Printer Summary
  - Group Printing - Logs

Generate Report Schedule Report

# Reports

PaperTrac users are able to generate a number of predefined and categorised reports. Each report can be executed against all defined organisations or a particular organisation within a predefined or custom period and exported in either HTML or XSL formats. Further, if required, each report can be scheduled to run at a certain time and be emailed to a select group of one or more individuals or email distribution lists.

## Top Printers

Organisation(s) : All Organisations  
 Report Period : 2000-01-01 to 2017-12-31  
 Generated By :  
 Time/Date : 14:47:27 02.08.2017

Organisation	Server Name	Printer Name	Grayscale Pages	Color Pages	Duplex Pages	Total Pages	Total Jobs	Cost
		Lexmark T654dn	9980	0	146	9980	3284	0.00
		HP LJ300-400 color MFP M375-M475 PCL 6	3210	0	0	3210	1789	0.00
		Lexmark T654dn	1387	0	460	1387	228	0.00
		CutePDF Writer	2	0	0	2	2	0.00
		CutePDF Writer	1	0	0	1	1	0.00
		HP LJ300-400 color MFP M375-M475 Series Fax	1	0	0	1	1	0.00
		PRN-ODPREMA-01	26741	0	0	26741	8505	0.00
		PRN-PRITLICJE-HODNIK	6177	0	6165	6177	471	0.00
		PRN-NMESTO-01	2640	0	0	2640	957	0.00
		PRN-RACUNOVODSTVO-02	2492	0	2492	2492	1167	0.00
		PRN-PREVZEM-02	2427	0	0	2427	2085	0.00



# Administration

The PaperTrac Administration menu allows changes to the common settings and definitions within the PaperTrac application. These include:

- **Users** - Add, view or delete users that were discovered by the PaperTrac local Print Monitor agent. Export the user list in various formats for further offline processing.
- **Organisations** - Add, view or delete organisations that are currently defined within PaperTrac. Export the organisation list in various formats for further offline processing.
- **Supplies** - PaperTrac includes an inbuilt supply database. Add, view or delete supplies within this database. Export or import the supplies in XLS format.
- **Settings** - Change and view common settings within PaperTrac. These include:
  - Dashboard refresh interval
  - Dashboard supply percentage display threshold
- End users of the PaperTrac Management Console can also be added, removed or disabled. In addition, the PaperTrac system log can be viewed and exported into XLS format.