

KIP *Copy Maker*

Introduction.....	2
Using KIPCopy Maker	2
To Scan a Job:.....	3
To View Images:.....	3
To Submit a Job to Print:	4
Concurrent Print: A Check Print For Each Scan	5
Copy Maker Advanced Options.....	7
Configuration and Setup	9
Creating A Shortcut to Copy Maker	9
Copy Maker Works With Existing KIP Software.....	9
Job Accounting Information	9
Frequently Asked Questions	10
Hitting ESC Doesn't End The Scan Process?	10
Where Do The Force Size Schemes Come From?	11

Introduction

KIP CopyMaker is a program that is designed to allow for cost accounting on the KIP Reprographics systems.

As a default, the copier functions of a standalone printer and scanner do not allow for job accounting or cost recovery. With the use of KIP CopyMaker, it is possible to account for all copy jobs on KIP Reprographics systems.

This is only possible on 2000 series scanners (2050, 2080, 2120, 2160 and 2200). It will not function on any other KIP Scanning device.



Using KIPCopy Maker



To Scan a Job:

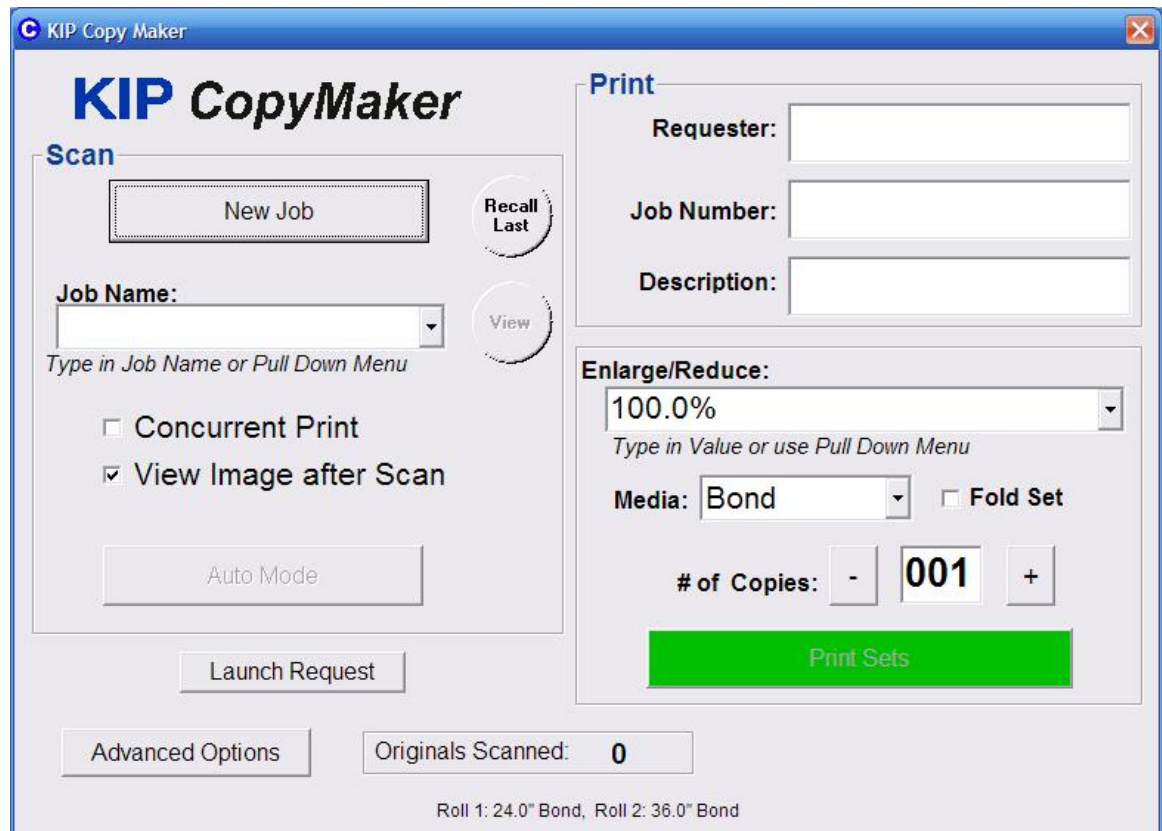
- 1) Click the NEW JOB button to create a Job Name based on the current Date/Time. Or, type a custom Job Name in the SCAN JOB NAME field.

Note that you cannot begin scanning originals until a Job Name has been defined.

- 2) Click SCAN IMAGES to begin scanning the job. As you scan each original, it will display in the view window. Then the program will prompt you to insert the next original, or rescan the current drawing. The number of originals scanned will be displayed at the bottom of the window, and will count up as you scan.

Hit CTRL+R on the keyboard to rescan an image

Hit ESC on the keyboard to end the Scanning Mode and return to the main screen.

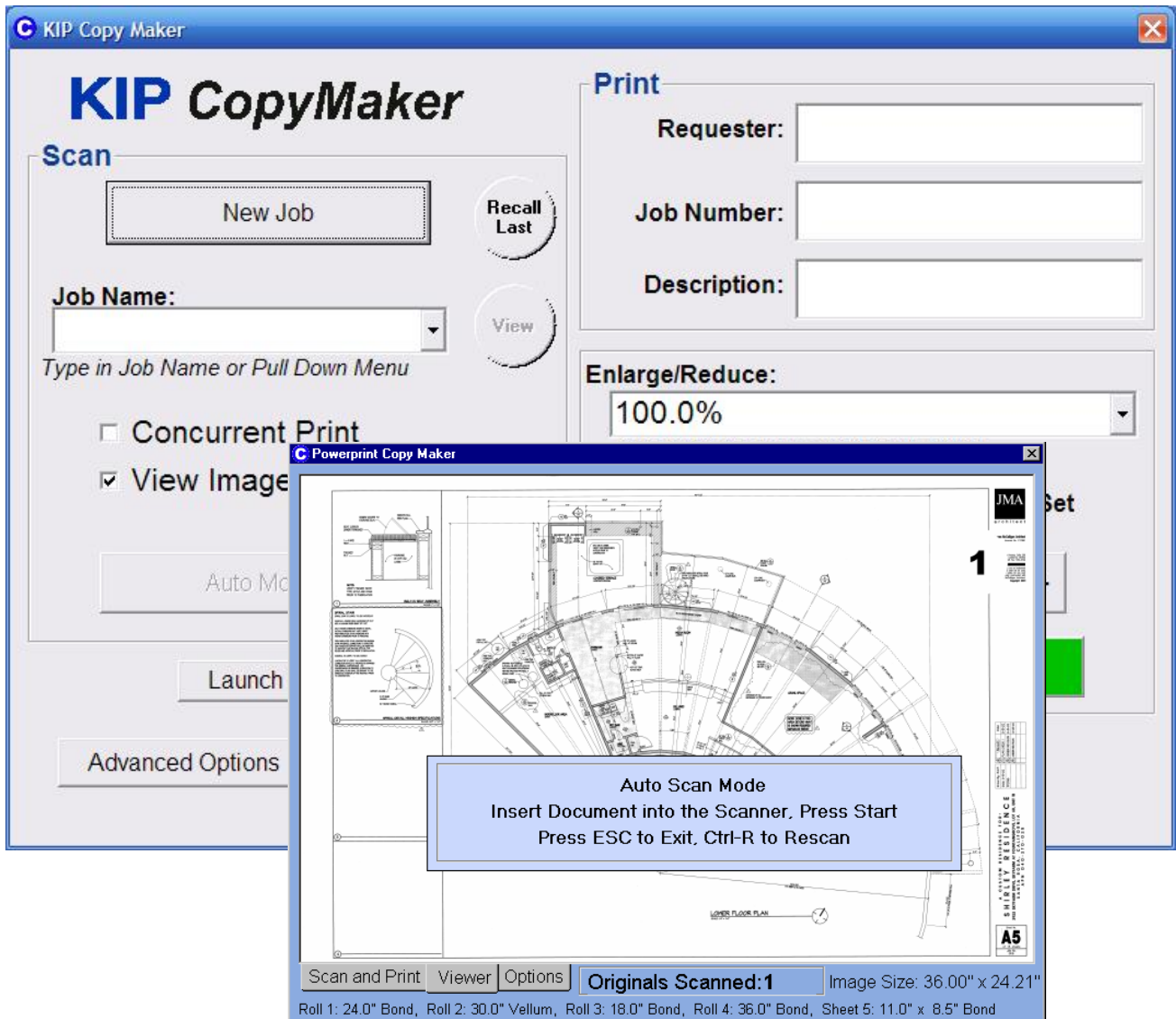


Additional options, such as DPI and media size, may be selected directly at the scanner touch screen on the scanner itself.

To View Images:

- 1) Click VIEW IMAGE AFTER SCAN to automatically open the drawing in the built-in viewer as they are being scanned.

- 2) To view the contents of a previously scanned job, select a job from the Scan Job Name List. Click VIEW JOB to open the entire contents of the scanned job in KIP Quickview program. c. - Once in the viewer, hit CTRL+TAB on the keyboard to cycle through the images.



To Submit a Job to Print:

*If necessary, click the **Scan And Print** tab to return to the main menu.*

- 1) Select the job you would like to print from the Scan Job Name pull down menu.

- 2) OPTIONAL: Enter data in the Requester, Distribution, and Description fields. User may also select data from pull down menus if they have been pre-configured.
- 3) OPTIONAL: Enter an Enlarge/Reduce percentage, or pick a 'Force Size' scheme from the pull down list.
- 4) Select a paper type.
- 5) Select the number of copies desired by entering the number on the keyboard, or using the +/- buttons.
- 6) Click PRINT SETS

Concurrent Print: A Check Print For Each Scan

- 1) The CONCURRENT PRINT feature, when checked, sends a check print to the printer for each copy scanned. This process will continue until the CONCURRENT PRINT box is unchecked.

Concurrent print can be considered the first 'set' of multiple collated sets. If other sets are desired, simply select the remaining number of desired copies and click PRINT SETS.

Note: No network printing can occur when this option is selected.

The screenshot shows the KIP CopyMaker software interface. The window title is "KIP Copy Maker". The interface is divided into several sections:

- Scan Section:** Contains a "New Job" button, a "Recall Last" button, a "Job Name:" dropdown menu with a "View" button, and a text input field with the instruction "Type in Job Name or Pull Down Menu". Below this are two checkboxes: "Concurrent Print" (unchecked) and "View Image after Scan" (checked). There is also an "Auto Mode" button.
- Print Section:** Contains three input fields: "Requester:", "Job Number:", and "Description:".
- Enlarge/Reduce Section:** Contains a dropdown menu set to "100.0%" with the instruction "Type in Value or use Pull Down Menu". Below this is a "Media:" dropdown menu set to "Bond" and a "Fold Set" checkbox (unchecked).
- Copies Section:** Contains a "# of Copies:" label, a minus button, a text input field with "001", and a plus button.
- Bottom Section:** Contains a "Launch Request" button, an "Advanced Options" button, and a status bar showing "Originals Scanned: 0".

At the bottom of the window, the text "Roll 1: 24.0" Bond, Roll 2: 36.0" Bond" is displayed.

Copy Maker Advanced Options

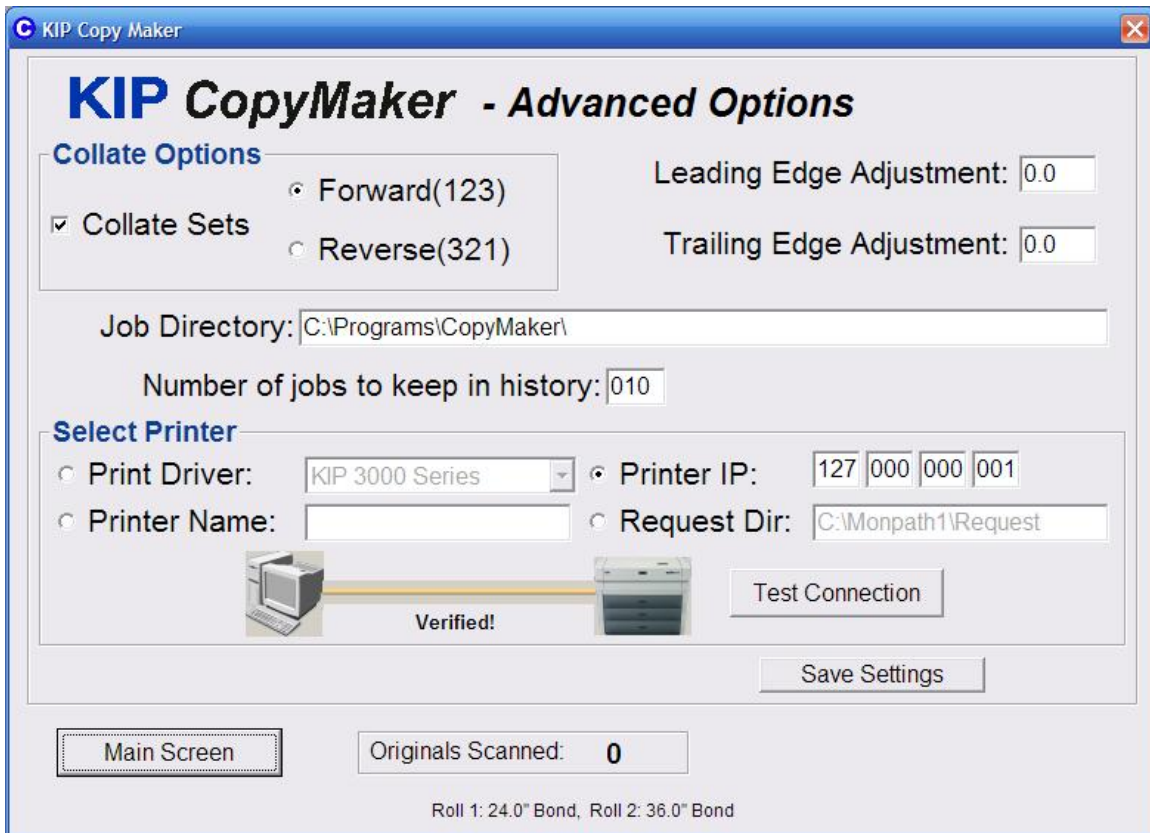
*Click the **Advanced Options** tab to enter the menu.*

Other Copy Maker Options Include

- 1) The choice to Collate in FORWARD order (i.e., 1,2,3,1,2,3) or BACKWARD order(i.e., 3,2,1,3,2,1)

Note that the Collate option is grayed out if the Collate box has been unchecked in the **Main Screen** window.

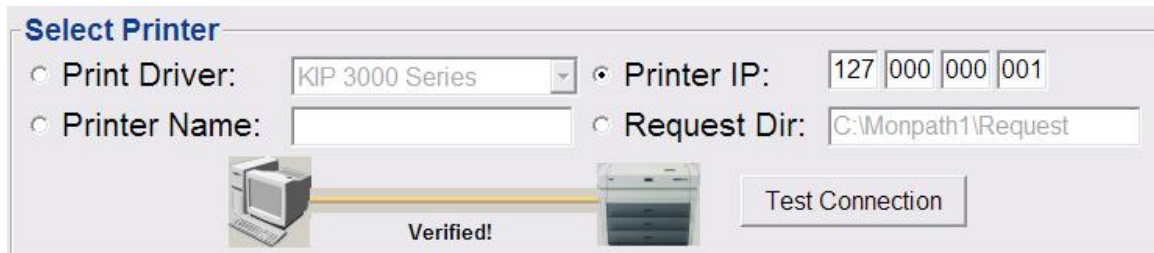
- 2) The directory where the jobs are temporarily stored. The recommended location is *c:\programs\copymaker*.
- 3) The number of jobs that Copy Maker will retain.
- 4) Leading Edge adjustment and Trailing Edge adjustment: Value in inches can be added here for any Copy adjustments for lead or trail edge matching



- 5) Select Printer: For ease of use, this section has been added into the Copymaker GUI. Users have the ability to select the printer in 4 different ways:
- a) Using Print driver:
Example: Under normal setup standards, the Scanner is connected to an STF (Scan-to-File) PC which has Copymaker installed. The STF PC normally has the KIP Windows Printer driver installed, or uses a shared printer from a print server. User can simply select the 'Printer Driver' option and select the installed driver. Connectivity can be verified using 'Test Connection'.
 - b) Using the KIP Controller IP address:
In case the Windows driver is not installed on the STF PC, user has the choice of connecting to the printer using the printer's statically assigned IP address.
 - c) Using Printer Name:
User also has the choice of connecting to the KIP Printer by using the controller's NetBIOS computer name if using DHCP for the IP address.

- d) Using Request Dir: Connects to the printer by using the conventional UNC naming (as with older versions of CopyMaker). Normally a mapped drive is created on the STF PC that points to 'C:\Monpath1\Request' on the KIP Controller.

*****Note: This is not a recommended method of connection when using a KIP 6.0 version controller.**



Configuration and Setup

Copy Maker is a single executable file called *copymaker.exe*. It is represented with a blue icon containing the letter "c".



Copymaker.exe should reside in *c:\program files\kip\scan* on the Scan-To-File computer.

Creating A Shortcut to Copy Maker

Use Windows Explorer to browse to *c:\program files\kip\scan*.
Right-click on *copymaker.exe*
Left-click on Send To... and select Desktop Create Shortcut

Copy Maker Works With Existing KIP Software

Copy Maker will gather some of its configuration information from:

- 1) KIP Scan configuration file
(Default location *c:\program files\kip\scan\winscan.ini*)
- 2) KIP Request configuration file
(Default location *c:\program files\kip\request\winreq.ini*, or as configured in the *winscan.ini*)
- 3) Please note that 'Default. Set' for KIP Scan is also used for CopyMaker touch screen defaults the first time Copy Maker is run.

Job Accounting Information

Three fields are available for custom information. The data from these fields will be entered into the print log for accounting purposes. These fields can be configured to require information/passwords in order to submit a job. These prompts may be open fields, or they may be preset pull down menus created by an Administrator.

The pull down menu information is created within the KIP Request program. The 'rules' as to which fields are required for printing are also defined in the KIP Request program. CopyMaker reads the existing encrypted pull down information from the *winreq.ini* file as stated in the section above.

Password information is also established in the KIP Request program. Individual passwords for users are defined during Request's pull down creation process and become encrypted into the *winreq.ini* file. There is no password configuration done in the Copy Maker program.

Please see the KIP Request section of the Technical Users Guide.

For more info on populating the pull down list, see the *INIMOD.pdf* in the Manuals folder on the KIP 6.0 Software CD.

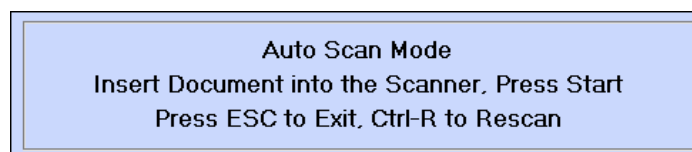
Frequently Asked Questions

Hitting ESC Doesn't End The Scan Process?

If you find that you've scanned some images, and then try to hit ESC to return to the main menu, it sometimes appears that you are 'locked' in the viewing window.

Actually, what you've probably done is clicked another window on the screen, and the 'Scan Bar' doesn't know that you've clicked ESC.

Solution: Click once on the 'Scan Bar' and then click ESC to return to the main screen.



Where Do The Force Size Schemes Come From?

Copy Maker imports the Force Size Schemes from the Request program. These can be found in *c:\program files\kip\request\settings*

Use Request to create and save Force Size schemes. Copy Maker will automatically have the schemes available.

Please see the KIP Request section of the Technical User Guide for more information.