SMARTNETMONITOR FOR ADMIN (V5.1.4.0)

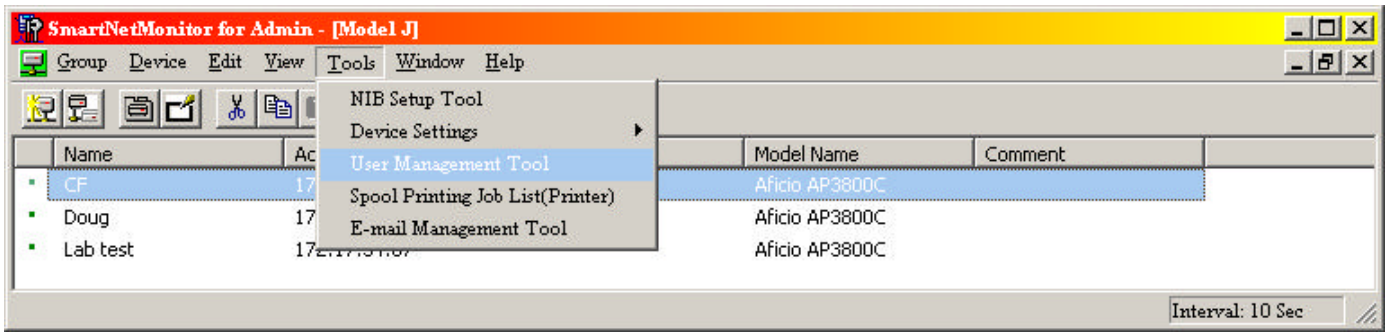
USER CODE MANAGEMENT TOOL

INTRODUCTION

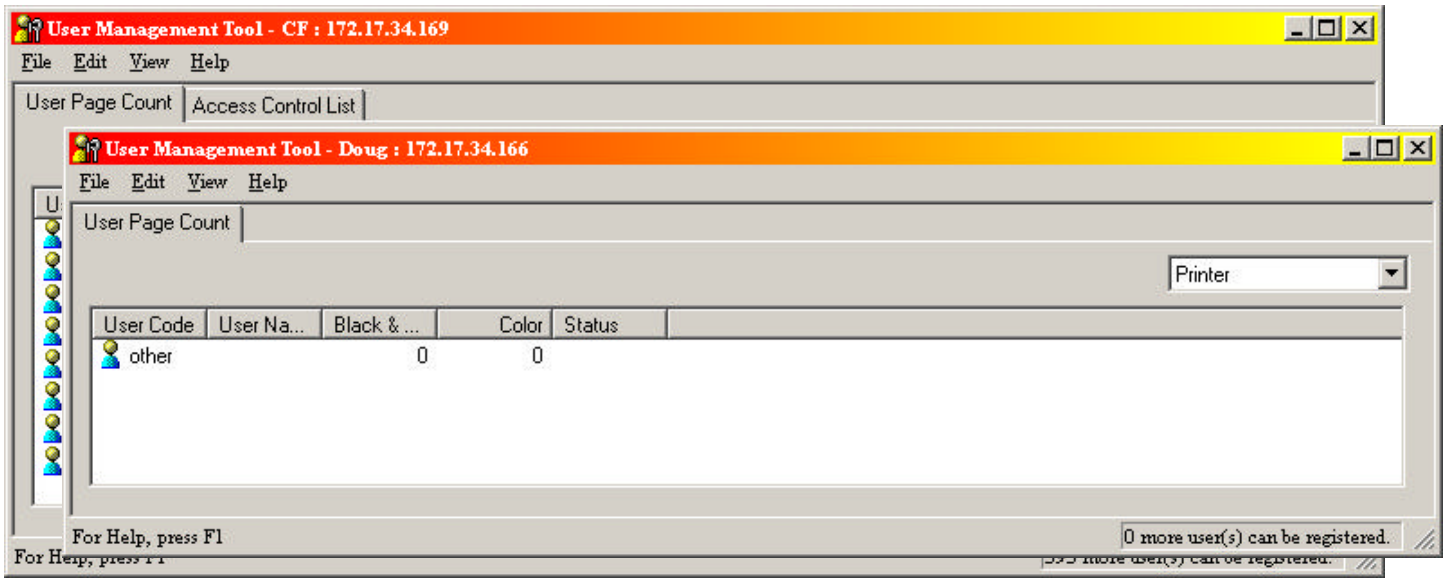
This tool is a built-in application of SmartNetMonitor for Admin (SNM Admin), and can only be launched from within the SNM Admin application.
In order to fully utilise the features of UCMT the target device must be a Multifunctional Product (MFP) based on the GW architecture, and both the target and client host must have TCP/IP configured and enabled.

Launching the Application

1. Ensure that the target device is active and not being used.
2. Select target device from the device list window of SNM Admin.



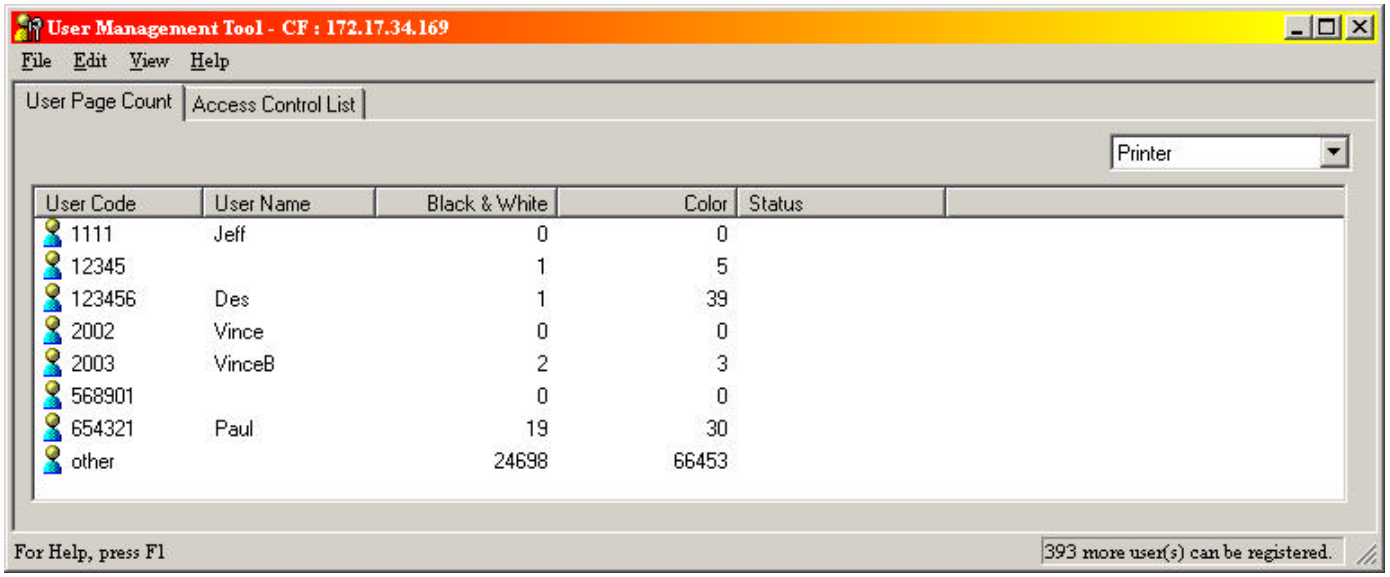
3. Select ‘Tools’ – ‘User Management Tool’
4. If requested enter password. (Default password is ‘password’)
5. One of following screens should now be active.



The 'Access Control List' tab will only be visible if the target device is a 'GW based MFP', and, in the case of the AP3800C, has the NVRAM Accounting module option fitted.

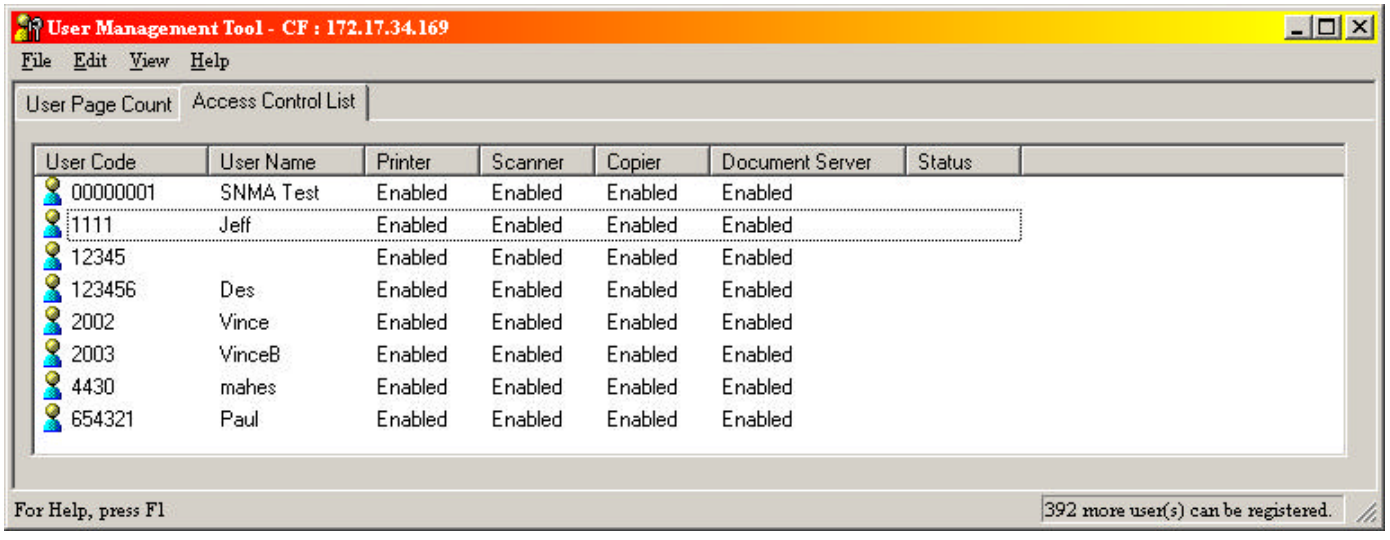
Application window – 'User Page Count'

This window shows the usage information for each user. On colour machines 'Colour' and 'Black & White' pages are listed separately.

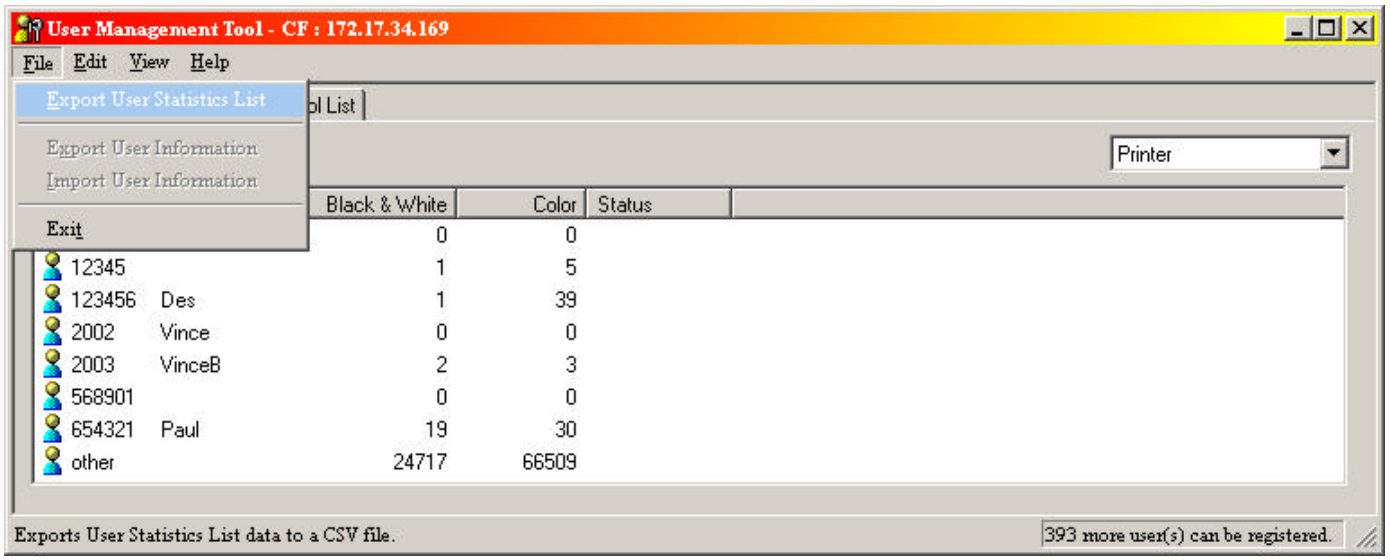


Application window – 'Access Control List'

This shows the access restriction settings for each user code and device function. For example, the Printer, Scanner, Copier and Document Server can be restricted and if a Fax unit were also fitted to the above machine, the Fax function would be visible in this window.

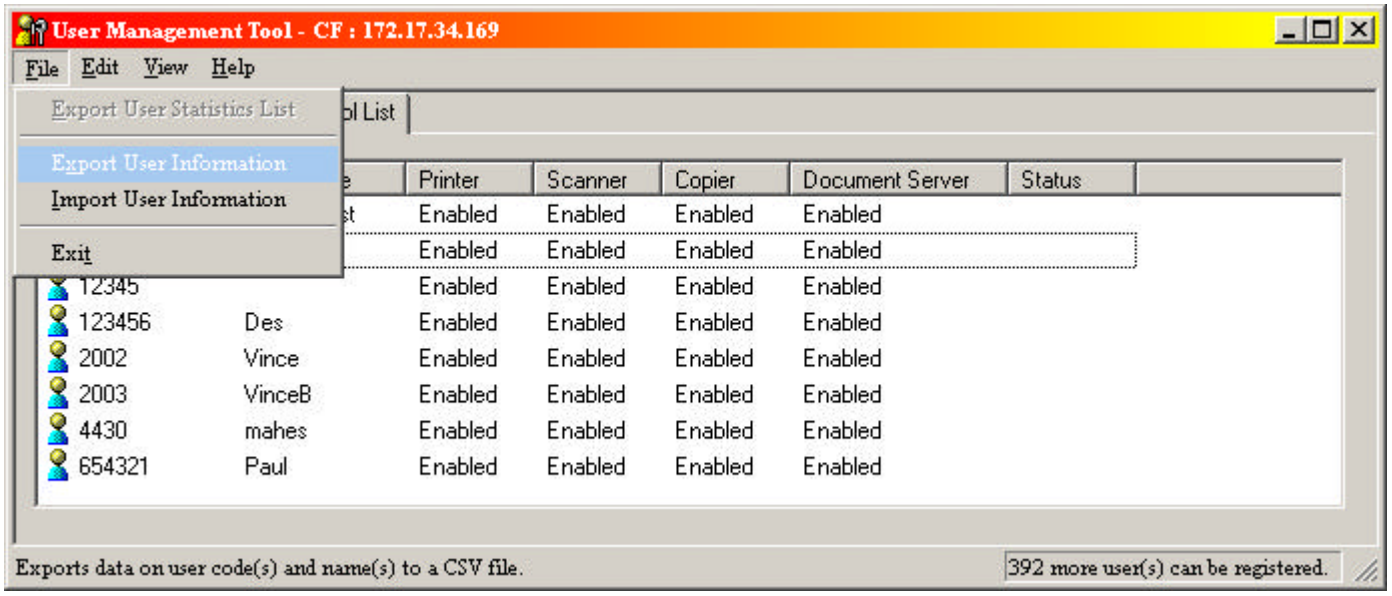


FUNCTION MENUS - FILE



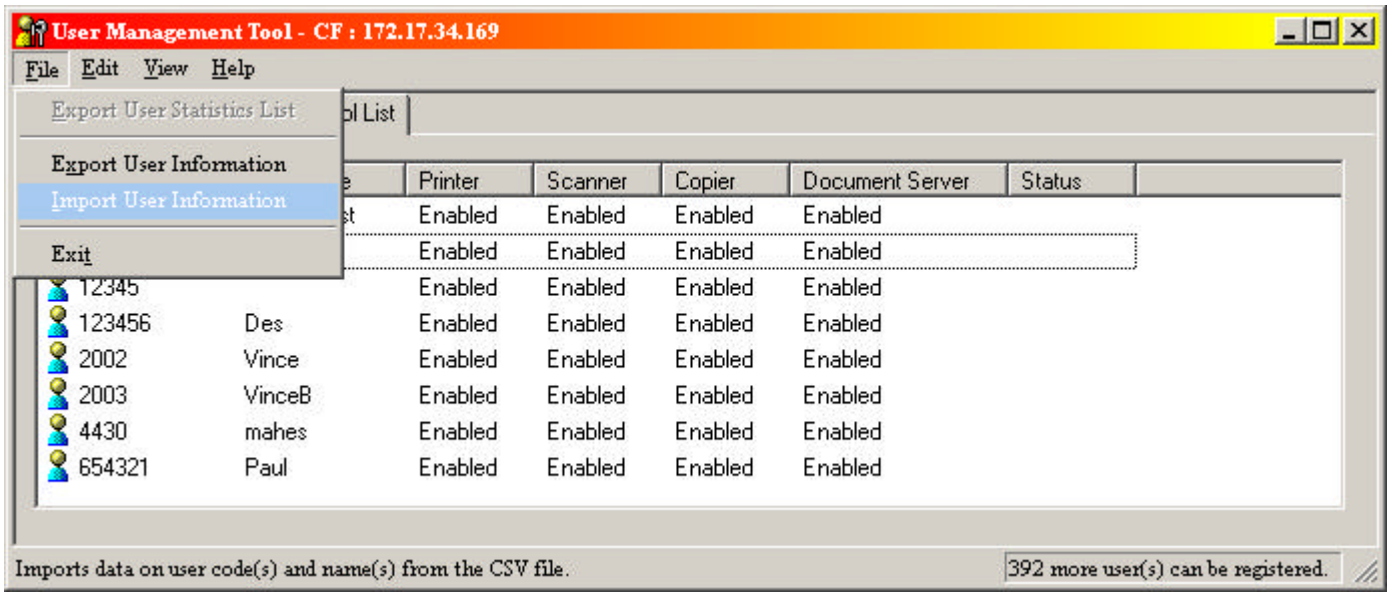
Export User Statistics List

This function, available in the 'User Page Count' window, allows the list to be exported to a .csv format text file.



Export User Information

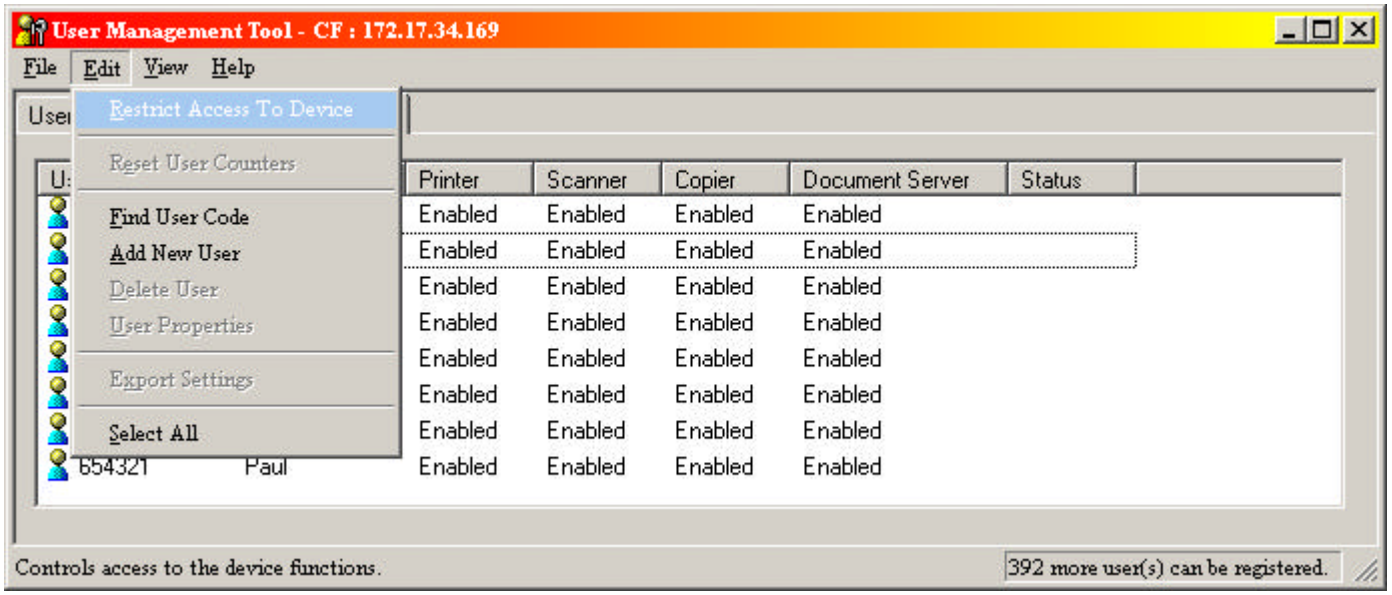
This function becomes available in the 'Access Control List' window. It allows User codes and names to be exported to a .csv format text file.



Import User Information

Also available in the 'Access Control List' window, user codes and names that were exported from UCMT can be imported to help device administrators programme other devices.

FUNCTION MENUS – EDIT



Restrict Access to Device

Available in either 'User Page Count' or 'Access Control List' windows, this function activates access restriction for a device function.

Reset User Counters

Resets usage counters for selected user codes.

Find User Code

Finds a specified user code from the list.

Add New User/Delete User

Used to manage the user code list

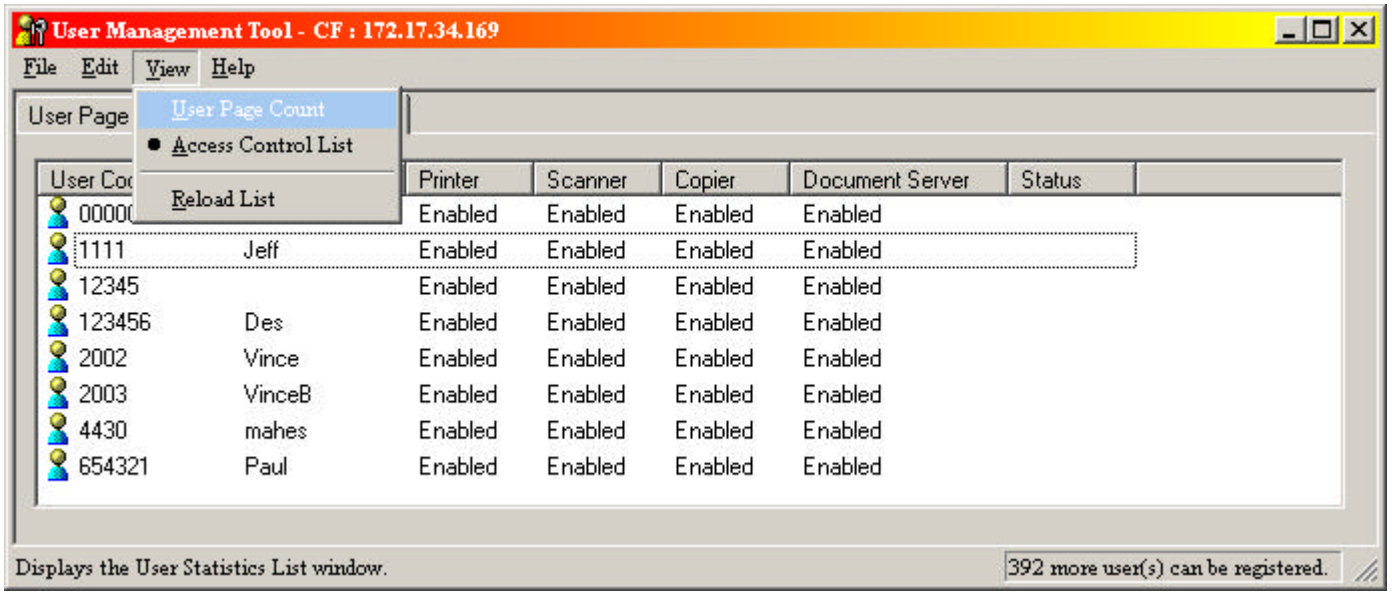
User Properties

Gives access permission to a device function for selected user.

Export Settings

Only available when a change is made to the Access Control List. Applies changes.

FUNCTION MENUS – VIEW



User Page Count/Access Control List

Switches the active window.

Reload List

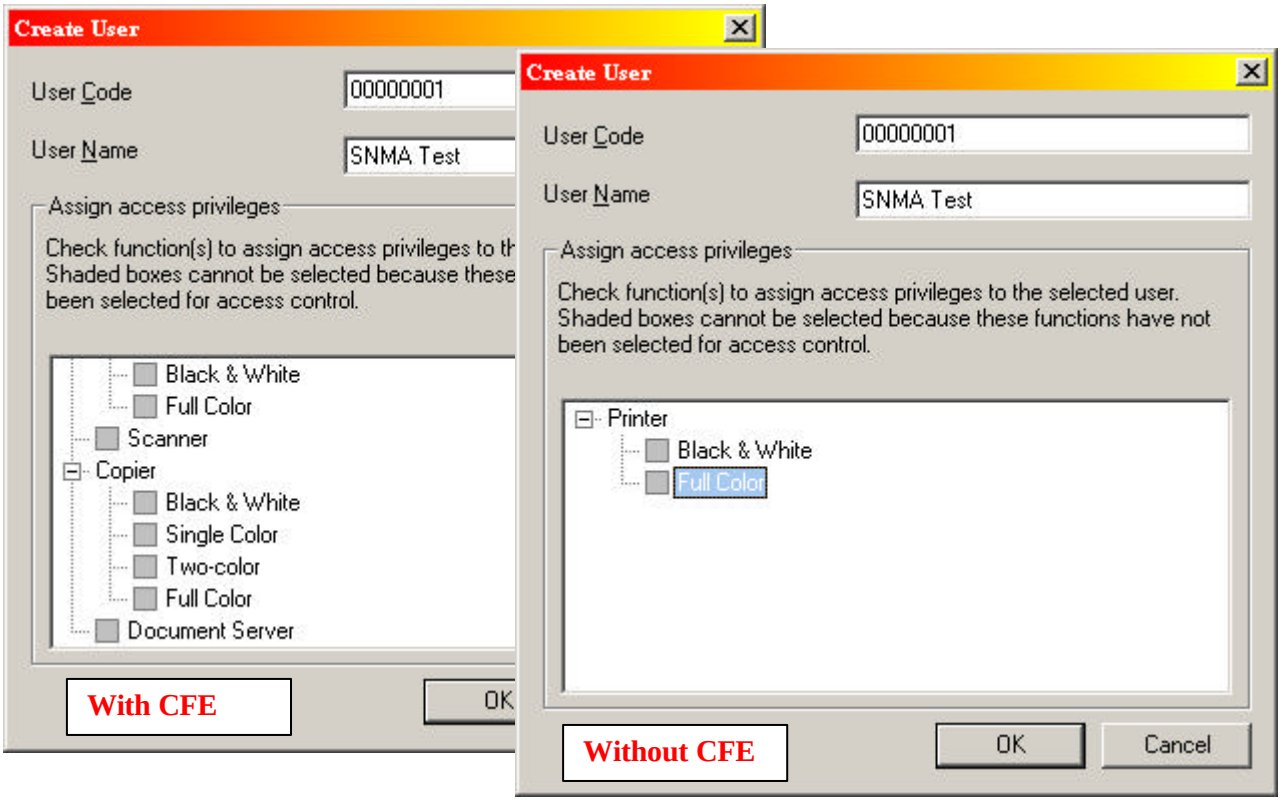
Refreshes and updates the list.

MANAGING THE USER CODE LIST

How to Add, Delete, and Modify the User Code List.

1. Select a target device from the devices window of SNM Admin.
2. Launch the User code Maintenance Tool.
3. Select 'Access Control List'.
4. Make changes to list.
5. Select [Edit] – [Export Settings] and click 'Yes' to the pop-up dialogue box.
   Or,
   Select [File] – [Exit] and click 'Yes' to the pop-up dialogue box.

Adding a New User

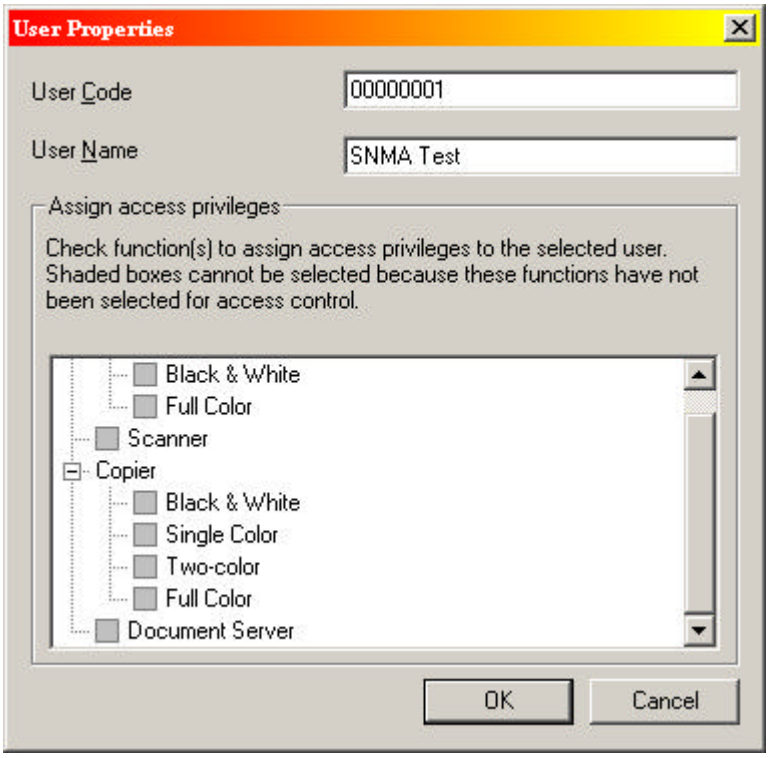


1. Select [Edit] – [Add New User]
2. Enter a user code a name
3. Click 'OK'

Deleting User

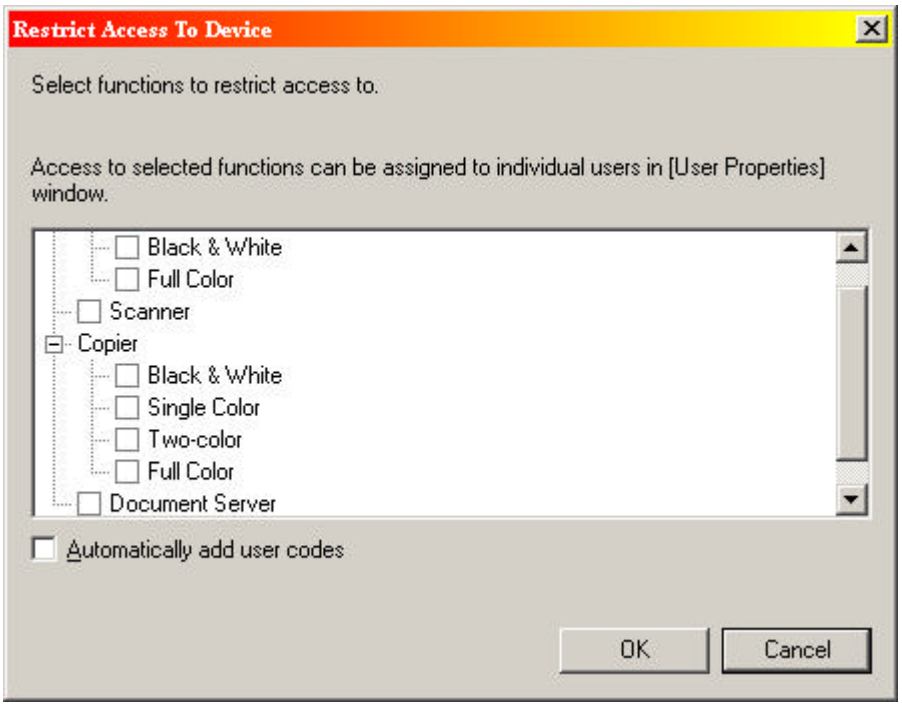
1. Select user(s) from 'Access Control List'
2. Select [Edit] – [Delete]
3. Select [Edit] – [Export Settings]

Modifying User Properties



1. Select [Edit] – [User Properties] or double-click a user code
2. Modify settings
3. Click ‘OK’
4. Select [Export Settings]

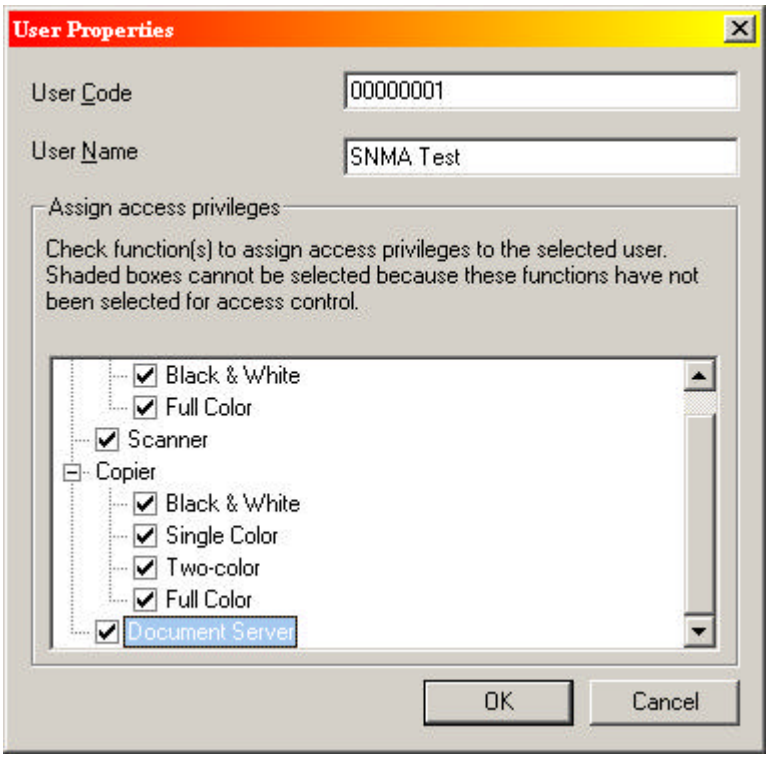
ENABLING ACCESS RESTRICTION



1. Select [Edit] – [Restrict Access To Device]
2. Select functions that you wish to restrict access to.
    - Unchecked (default)
        - No restriction. All users can use the function without entering a user code.
    - Checked
        - Restricted. Only users who have access permission can use the function.

3. Automatically add user codes (Option: Printer Function Only)
    - If a user code is programmed in the printer driver, the user code will be allocated to the device the first time the user prints to the device with that driver.

GIVING ACCESS PERMISSION TO USERS



1. Open a User Properties window.
2. Apply Access Permission to device functions.
   - Unchecked (default) – No permission to use function.
   - Checked – Access allowed
   - Greyed out – No access restriction applied to device

ACCESS RESTRICTION CONDITIONS

Copier, Fax, Scanner and Document Server functions.

A valid user code with Access Permission must be entered at the machines operation panel before using these functions.

Printer function

A valid user code must be programmed in the driver properties.
Print jobs without a user code or with a wrong code are not printed.