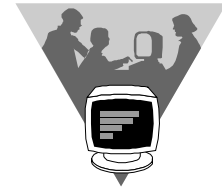




University of Edinburgh



Library Systems Department

Configuring Jet Direct Boxes and Print Queues

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Tested by	<i>Person who test documentation</i>

1 Document Control

1.1 Amendment History

Version	Date	Description	Initials
1.0	02/02/00	Current and Initial Version (awaiting testing)	KG
1.1	17/01/01	Update for new versions of software	SM

1.2 Filename Path

Document can be found at the following path:

\\lib-srv4\apps\systems\training\train0024.doc

2 Introduction

Instructions on how to setup, “Print Queues”, on the network and configure, “Jet Direct”, boxes.

3 Pre-Requisites

Administrator access to srv4. Jet Direct box. Printer. Ethernet cable and printer cable. Spare IP address for box.

4 Step by Step Instructions

1. Attach the Jet Direct Box to an Ethernet connection and a printer
2. Press the test button on the Jet Direct Box, this will print out a test page, detailing the LAN Address of the box.
3. Log on to Lib-Srv4 as supervisor
4. Open NetWare Administrator

Printers can be set up on the network following the instructions below. ILLOS print queues are slightly different they need to be set up, firstly, follow the instructions below, next, they need to be configured on the UNIX box, Morag will do this part.

(Naming Conventions and Exceptions: Examples used, the Conservation Department in the Main Library, the Darwin Library at Kings Buildings and an ILLOS print queue in EML).

(Servers: All begin with libgen, followed by _then the name, libgen_name; (eg: libgen_cons, libgen_darwin). The only exception to this being, “ILLOS”, print queues. When creating an, “ILLOS”, print queue always start with libill_name of site or department, using the example here, it would be libill_eml.

(Printers: All must start with PS; the next part will refer to the physical location); (e.g. A printer for the Darwin Library would appear PSDARW_PRT). A printer for the conservation department in the main library would appear as PSMLCONS_PRT. The ILLOS print queue would be PSILLEML_PRT. All printer objects must end with _PRT. The naming is slightly different because on each site there maybe only one or two networked printers, but here in the main library there are many, this is why we have the PSML, then also a department name.

(Queues: All start PS, then the location), (e.g.: Conservation department would appear as PSMLCONS_Q but the Darwin queue would be PSDARW_Q). (The ILLOS queue would be PSILLEML_Q). Each queue name must end _Q.

5. From the Object Menu choose, “Create New Object”. (You have to create three objects, a printer, a server and a queue)
6. Choose create print queue, then put in the name of the print queue. (Each queue name starts PS, then the location, name of the site or department, ending with _Q. Server queue is \\LIB-SRV4\\SYS.)
7. Create a print server. The name for these are libgen_(name of department or site). (Working on the previous example for conservation, the name would be libgen_cons).
8. Create a printer. Working from the example this would be PSMLCONS_PRT. All must end with _PRT.

(Now you have created the three objects, you have to link them together, by putting the queue name in queues to be serviced by the print server).

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9. Right click, on the Printer object that you have just created, a menu will appear, choose the first option which is, “details”. From the box that appears, click on, “Assignments”, next, click on, “add”, a list of all the available queues on the network will appear, choose the queue that you have just created from the list, click on, “ok”.
 10. Right click, on the, “server”, object that you have just created, a menu will appear, choose the first option which is, “details”. From the box that appears, click on, “Assignments”, next, click on, “add”, a list of all the available servers on the network will appear, choose the, “server”, that you have just created from the list, click on, “ok”.
 11. Right click, on the, “queue”, object that you have just created, a menu will appear, choose the first option which is, “details”. From the box that appears, click on, “Assignments”, the printer object and print server that you have created should appear here, you do not have to manually add these.
 12. Logon to srv4, as, “Administrator”.
 13. Open the, “Jetadmin”, software.
 14. Select "Device > New", from the menu, or the first icon under printer menu, which does the same thing. This will search the network for all unconfigured printers. From the list check the LAN address and select the printer, (the LAN address is printed out on the test page from the Jet Direct box), then choose, “configure”.
 15. In the first box type the server name that you set up. (e.g.: libgen_cons), click next. Until you come to a screen that asks you to enter, “NDS”. The, “NDS”, tree name is, “UK-AC-ED”, and the box underneath this, “Print Server NDS Context”, is, “OU=staff.OU=library.OU=units.O=ed”, which should be automatically filled in
 16. Click next, type in an, “IP Number”, depending on the location. Change the, “Default Gateway”, and the, “Subnet Mask” remains the same, Click next, leave the settings at their default then choose, “finish”. You will be asked if you want to save the new printer configuration, just say, “yes”.

Once you have finished setting up a new print queue on the network, always test that you can successfully print to that queue. You can do this by changing the print queue on your own pc and printing from there.

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