

Configuring

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Setting up AFP printers to print banner pages

RICOH ProcessDirector can print these types of banner pages with an AFP job: header pages, separator pages, and trailer pages. Header pages print before the first data pages of a job. Separator pages print between copies of a multi-copy job. Trailer pages print after the last data pages of a job.

The default is for a printer to print only header pages.

To set up a printer to print banner pages:

1. In the Printers Portlet, find the printer that you want to use to print jobs with banner pages. If the printer is enabled, right-click it and select **Disable**.
2. Click the printer name to open the properties notebook.
3. In the properties notebook, click **Banner Pages** to display the banner page properties for the printer.
4. To select the types of banner pages that you want to print, set **Enable header pages**, **Enable separator pages**, or **Enable trailer pages** to **Yes**.
5. To use a form definition other than the default for any of the types of banner pages, change **Header page form definition**, **Separator page form definition**, or **Trailer page form definition** to indicate the form definition that you want to use.

Note:

- The form definition that you specify must be in one of these directories:
 - A directory that the **AFP resource path** property for the printer specifies
 - `/aiw/aiw1/resources` (Linux) or `C:\aiw\aiw1\resources` (Windows)
 - `/usr/lpp/psf/reslib` (Linux) or `C:\Program Files (x86)\Ricoh\PSF\reslib` (Windows)
- The default form definition that RICOH ProcessDirector uses includes a box pattern overlaid on the banner page. Specify a different form definition if you do not want the box pattern. For example, form definition **F1A00010** does not include the box pattern.

6. To print page edge marks (also called mark forms) on banner pages for identification purposes, set **Header page edge marks**, **Separator page edge marks**, or **Trailer page edge marks** to **Yes**.
7. To print specialized versions of banner pages to match hardware characteristics of the printer, change **Banner page type**.

Note: Configuration files to format the content of AFP banner pages are only available in the portrait orientation. Setting the **Banner page** property to **Wide** does not change the banner pages to landscape orientation.

8. Click **OK**.
9. Right-click the printer and select **Enable**.
10. Repeat these steps for any other printers that you want to set up to print banner pages with jobs.

Note: For header and trailer pages to print, the values for the **Header copies** and **Trailer copies** properties for the job must be set to **1** or greater. If the values for those job properties are set to **0**, the printer does not print a header page or a trailer page for a specific job, even though these types of banner pages are enabled on the printer.

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