**System Guide**

**for**

**Printer Cartridge**

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# **Revision History**

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| Version Number | Date | Author(s) | Change(s) |
| 1 | 20 Nov 2018 | Eric Arnold  Matthew Chandler  Tara Mckaskle  Sean Roberts | Initial Document |

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| 1.1 | 04 December 2018 | Eric Arnold  Matthew Chandler  Tara Mckaskle  Sean Roberts | More detail |

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# **1 Introduction**

The PCIS application offers users an easier way to manage your printer cartridge inventory from a computer. This document will provide instructions for installing the program on a computer and running it.

# **2 Install Java**

Since the PCIS application is written in java, it is mandatory that the user have java installed on their computer in order to run the program. To do this, the provided link will have instructions on how to download Java. <https://www.java.com/en/download/help/download_options.xml>

# **3 Install Java Runtime Environment**

In order to run the application, it will need at minimum Java Runtime Environment 8. To do this simply go to<https://www.oracle.com/technetwork/java/javase/downloads/jre8-downloads-2133155.html/>and click the button that says “download”. You will be presented with a series of on-screen prompts that you will have to follow in order to install the software.

# **4 CSV Files**

## **4.1 printers.csv**

The system will need access to the printers.csv file which should be provided by your campus’ IT department. This .csv contains all the information the program needs to display specific printer information, and should be stored in the program’s folder titled PCIS.

## **4.2 Wilmington Toner Database.csv**

The Wilmington Toner Database.csv file will hold the list of toner cartridges that the printers use, and should be stored in the program’s folder titled PCIS. It should be noted that the Toner Database file does not pair the printers with their respective toner types, that will have to be done manually in the PrinterCartridge file.

## **4.3 PrinterCartridge.csv**

PrinterCartridge.csv is a file of the printers matched with their cartridges. This has to be manually matched. If a new printer gets added to the inventory the model of the printer must be added on a new row of the file, followed by the cartridges the printer uses in the subsequent columns. This file needs to be stored in the program’s folder titled PCIS, in the same place as the previous two files.

# **5 System Maintenance**

**5.1 CSV Files**

The system is only capable of reading csv files. Thus, any xlsx or other files that you wish to use with the program will have to be manually converted to a csv file. This can be done by opening the file in Excel, clicking on File on the top left of the screen, then Save As, and finally select csv. This allows the files to be read properly by the system, because in a csv the values inside are separated simply by commas. If the inventory is updated or changed, the file will need to be re-imported into the program to display accurate information.