



Guest User Release Code configuration
20180116

HCP Authentication configured



- ☒ **Authentication via EveryonePrint HCP** – Users enter username and password which is authenticated against EveryonePrint HCP.

EveryonePrint HCP Server Web address:

Enter as "https://server:port", such as "https://192.168.1.102:7300"

API Key:

You can test the EveryonePrint HCP connection by entering a login for a user below.

Test username:

Test password:

Save and Test

Additional Options

Automatically delete created guest user accounts after minutes
(set to 0 to never delete created user accounts, default is 0)

Email And Google Cloud Print Authentication

Lookup Email Addresses

- ☒ Search LDAP for email address to lookup username

For lookup in LDAP, LDAP settings must be successfully configured under [User Authentication](#).

- ☒ Search using EveryonePrint HCP authentication for email address to lookup username

For email address lookup using EveryonePrint HCP, EveryonePrint HCP authentication must be successfully configured and selected under User Authentication.

Unknown Senders

Choose how EveryonePrint will handle email from unknown senders.

- ☐ Do nothing, email from unknown senders are discarded
- ☒ Unknown senders are guests, create guest account in EveryonePrint HCP and send welcome email with the created username and password

Important! Outgoing mail settings must be configured for welcome email to be sent successfully.

Language files modified for “release code” wording

```
Untitled - Notepad
File Edit Format View Help
<cfcase value="jobstatus_57">Printing failed - Awaiting automatic reprint</cfcase>
<cfcase value="jobstatus_60">Printing</cfcase>
<cfcase value="jobstatus_80">Expired</cfcase>
<cfcase value="jobstatus_82">Cancelled - failed processing</cfcase>
<cfcase value="jobstatus_85">Cancelled - unsupported format</cfcase>
<cfcase value="jobstatus_87">Deleted</cfcase>
<cfcase value="jobstatus_90">Cancelled</cfcase>
<cfcase value="jobstatus_95">Printed - Reprinting available</cfcase>
<cfcase value="license_expired">The license for this #Application.AppName# installation has expired. Please notify the administrator of printing operations of this error.</cfcase>
<cfcase value="lnk_goback">Go back</cfcase>
<cfcase value="location_desc">Location/Description</cfcase>
<cfcase value="login">Login</cfcase>
<cfcase value="login_accountexist">An account with the username #Form.Username# already exist. If this is your account, you can login below. If this is not your account, please go back and choose a different username.</cfcase>
<cfcase value="login_acctcreated">Your account has been created with the login information below.</cfcase>
<cfcase value="login_acctcreatednote">IMPORTANT! Make a note of the login information now, as it is needed to print and access your account.</cfcase>
<cfcase value="login_acctcreateerror">An internal error occurred while creating your account, Please try again later.</cfcase>
<cfcase value="login_acctemailexist">A user account already exists for the entered email address #Form.EmailAddress#. Please login below.</cfcase>
<cfcase value="login_continuetoprint">Click next below to continue to the printing system.</cfcase>
<cfcase value="login_createaccount">I do not have an account yet, I would like to create one.</cfcase>
<cfcase value="login_emailinvalid">The entered email address #Form.EmailAddress# does not appear to be valid. Please verify the email address below.</cfcase>
<cfcase value="login_emailnotmatch">The email addresses entered in the two fields below do not match. Please verify your email address.</cfcase>
<cfcase value="login_emailsubject">Welcome email with release code</cfcase>
<cfcase value="login_enteremail">Enter your email address below to receive your username and password in your mail.</cfcase>
<cfcase value="login_enteremailbelow">Enter your email address below.</cfcase>
<cfcase value="login_enterlogin">To sign in, please enter your username and password below.</cfcase>
<cfcase value="login_expired">Your session has expired. To continue with a new session, please login below.</cfcase>
<cfcase value="login_haveaccount">I already have an account, login below:</cfcase>
<cfcase value="login_how_create">To create an account please choose a username and password below. You can leave the fields blank and the system will automatically generate a username and password for you, which you will receive on the next screen.</cfcase>
<cfcase value="login_invalidpassword">The entered password is not valid. Passwords must be a minimum of 4 characters and maximum 25, and may include the letters a-z/A-Z, numbers 0-9 and characters ~!@#%&^*()_+~,./<?>:[]\{}|. Please enter a new password below, or leave blank and one will be generated for you.</cfcase>
<cfcase value="login_invalidusername">The entered username is not valid. Usernames must be a minimum of 5 characters and maximum 50, and may only include letters A-Z or a-z and numbers 0-9. Please enter a new username below, or leave blank and one will be generated for you.</cfcase>
<cfcase value="login_logout">You have successfully logged out.</cfcase>
<cfcase value="login_not_valid">The entered username and password is not valid. Please try again.</cfcase>
<cfcase value="login_or_create">Please enter your login below, if you have an existing account. If you do not have an account, you can create one by selecting the option below.</cfcase>
<cfcase value="login_youremail">Your email</cfcase>
<cfcase value="login_youremailretype">Retype your email</cfcase>
<cfcase value="logout">Log Out</cfcase>
<cfcase value="mail_atcnotspt_1">The recent email you sent to #Caller.ThisMailPrintAddress# with documents to print, contained attachments that are not supported or not recognized by the #Application.AppName# mobile printing system.</cfcase>
<cfcase value="mail_atcnotspt_2">The files were:</cfcase>
<cfcase value="mail_atcnotspt_3">If you sent other files that are not listed above, they have been received successfully and are now being processed by the printing system!</cfcase>
<cfcase value="mail_atcnotspt_4">If above files are called *.gif or *.jpg they may have been images embedded in the email, and may not be important. </cfcase>
<cfcase value="mail_atcnotspt_5">Filetypes supported by the system include:</cfcase>
<cfcase value="mail_atcnotspt_6">If your files are part of the supported types, and just not recognized, please make sure that the documents are named with an extension, for example mydocument.docx
```

Email in and outgoing configured

Email Print

Check the box below to enable email printing in EveryonePrint. When enabled, EveryonePrint will connect to your mail server to retrieve emails containing print jobs, using your settings below.

☒ Email print enabled

Email Print Server Settings

Please refer to the EveryonePrint Documentation for more information about configuration server settings.

Email Print Address

Enter the email address to which users can send documents print from computers or mobile devices.

Email Print Address:

Incoming Mail Server Settings

Mail server type:

Outgoing Mail Server

Server:

Port:

Use SSL:

Use TLS:

Tip! Default outgoing mail server ports:

SMTP non-SSL: port 25

SMTP SSL: port 465

SMTP TLS: port 587

If the mail server requires authentication, enter a username and password below, otherwise leave blank.

Username:

Password:

Customer Information

Emails that are sent from the application, such as emails containing release codes, are branded with your name and email address. Please enter the details below.

Company name:

Sender email address:

Hide password field for guests

<https://www.printsupportcenter.com/hc/en-us/articles/115004181685-Welcome-Email-Hide-password-to-guest-users>

Welcome Email: Hide password to guest users

Follow

If using EveryonePrint integrated with a print accounting or print management solution to create **Guest user** accounts for unknown users, sometimes the password is not used, if users only authenticate with their primary ID/username.

In those cases, it's possible to hide the password from the welcome email containing the guest users login.

To hide the password from the welcome email, do the following:

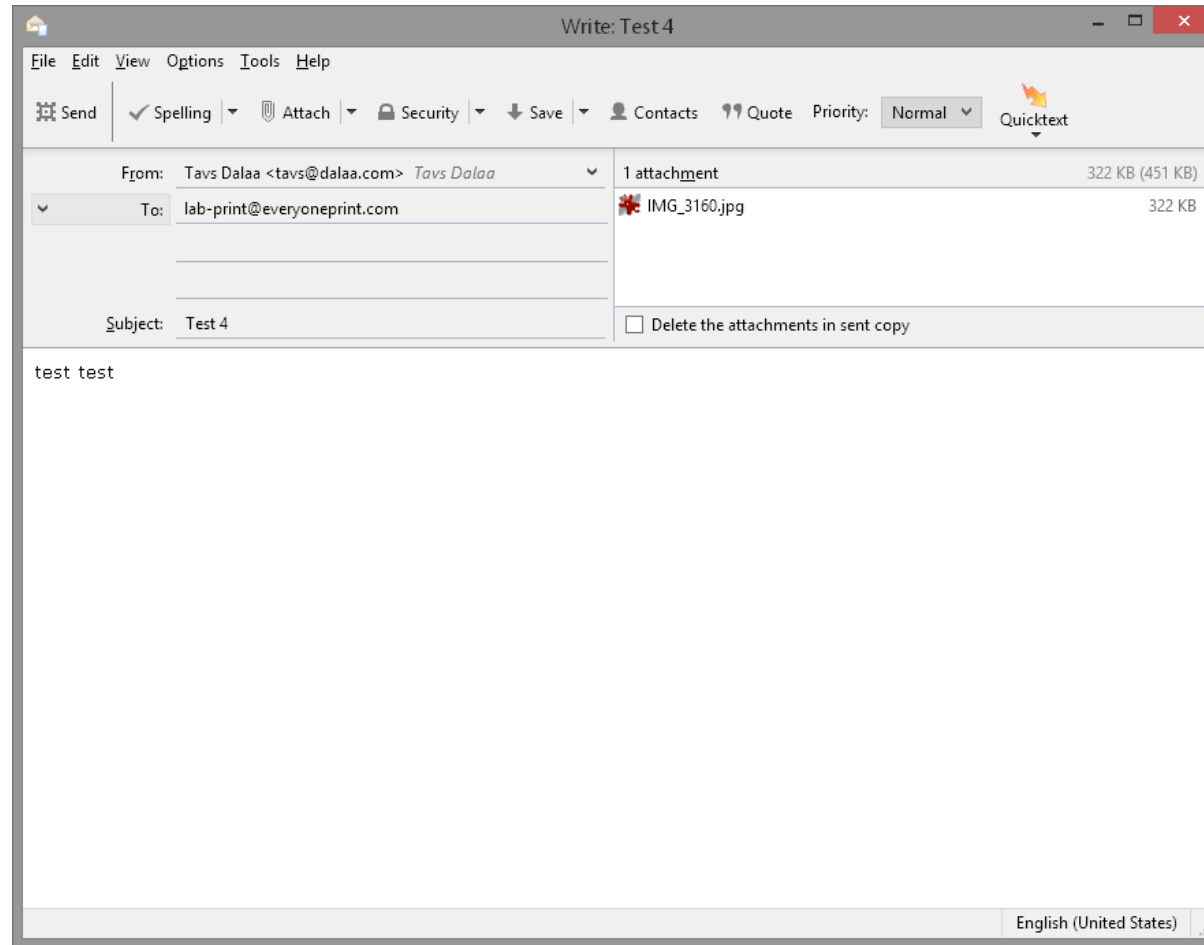
1. Stop the EveryonePrint Web service
2. Make a backup copy of `<Program Files(x86)>\EveryonePrint\eop.xml`
3. Edit `<Program Files(x86)>\EveryonePrint\eop.xml` in an editor such as Notepad
4. Edit or add (if it isn't present already) within the `<settings></settings>`:

```
<mailcreateloginshowpassword>false</mailcreateloginshowpassword>
```

5. Save the file and start EveryonePrint Web service

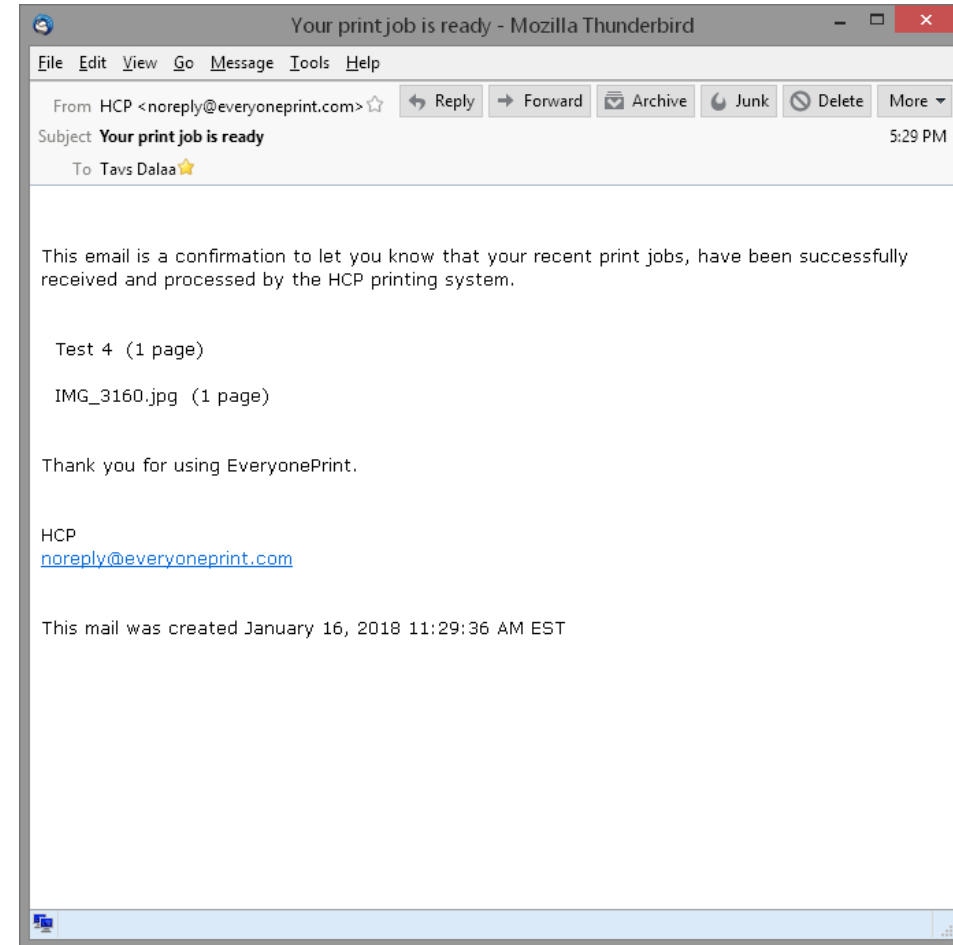
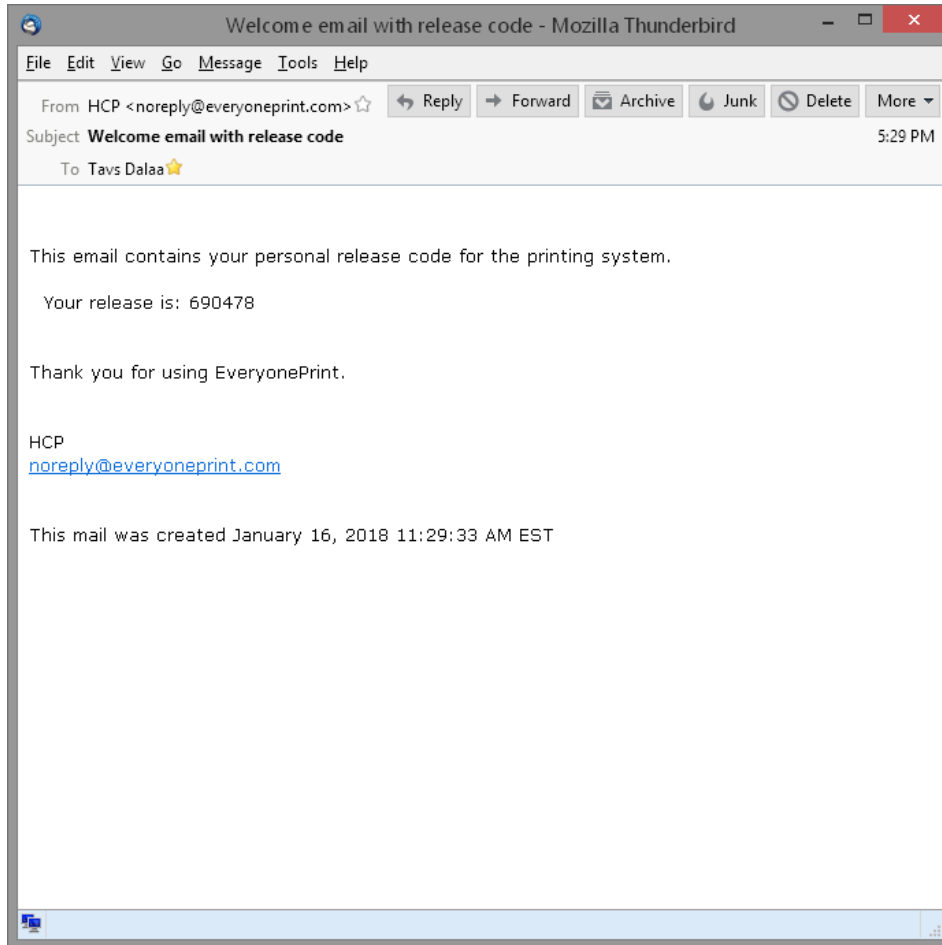
Now the password should not show in welcome email.

Email sent



Emails returned to user

A one time welcome email with release code and one email confirmation per sent email



Users created in HCP Users system

Guest user accounts can be automatically deleted by EOP after X minutes/hours/days

ADD USER

ADD PRINTER

ADD SERVICE

english ▾

Acme

in-pull

in-push

linux-ka9x

out-name

DASHBOARD

INPUT PORTS

PRINTERS

SETTINGS

LICENSE

AUTHENTICATION

USERS

ROLES

ACCESS CONTROL

EMBEDDED

CERTIFICATES

Users

ADD

Username	Full name	Email		
302278		tavs@everyoneprint.com		
690478		tavs@dalaa.com		
admin				
test398415		test398415@test.com		

Login with Short ID on MFP display

EVERYONE
Print

User ID

Short ID

690478

1	2	3	4	5	6	7	8	9	0
q	w	e	r	t	y	u	i	o	p
a	s	d	f	g	h	j	k	l	'
z	x	c	v	b	n	m	,	.	-
<div>^ShiftAlt← Delete</div>									
								Cancel	Next

User : 690478

EVERYONE
Print

Test 4

Pages: 0 Cost: 0.00

IMG_3160.jpg

Pages: 0 Cost: 0.00

Logout

↑↓

Print

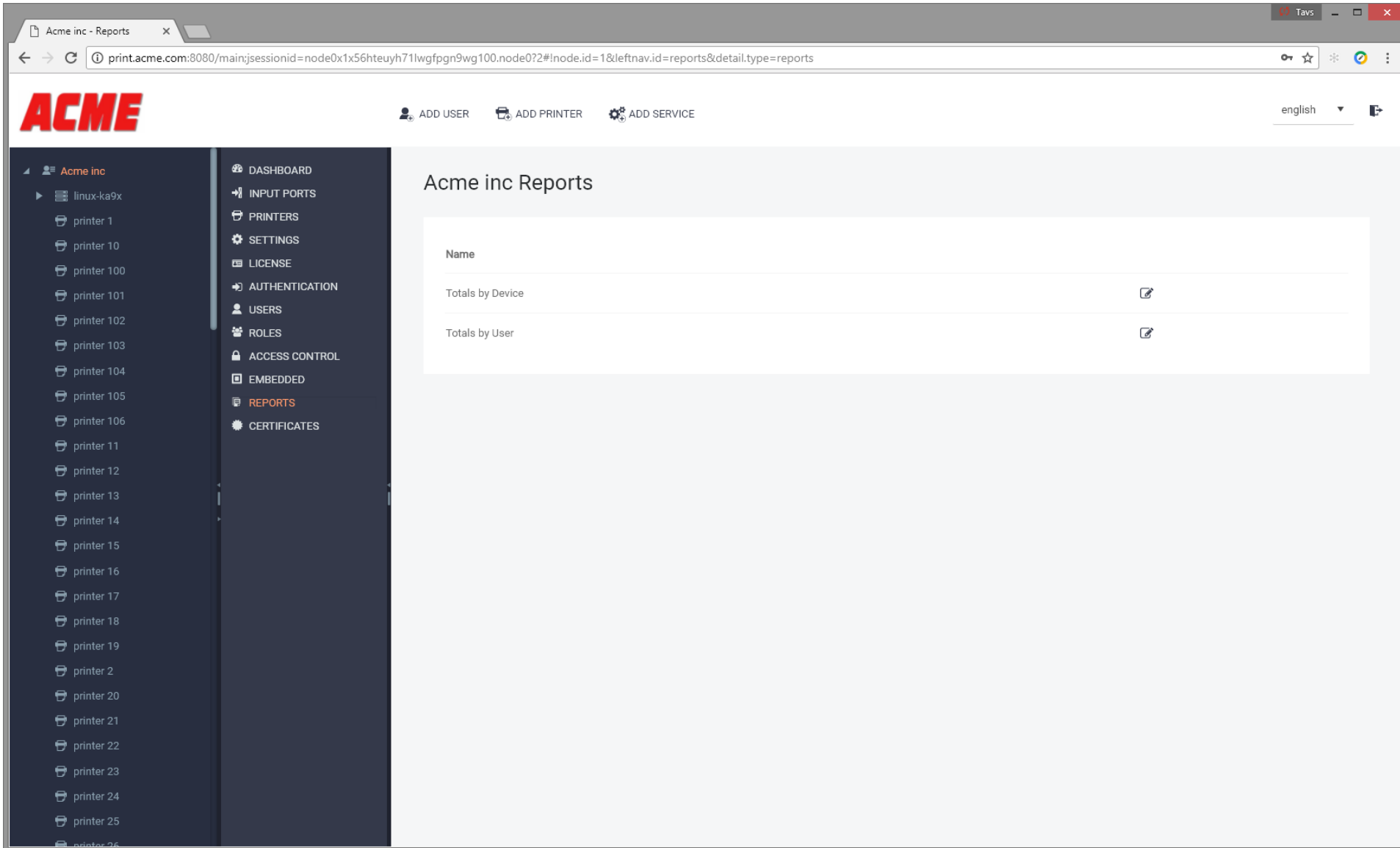
Print + Hold

All

Clear

Delete

User account benefit? Reports!

The screenshot shows a web browser window displaying the 'Acme inc - Reports' page. The browser's address bar shows the URL 'print.acme.com:8080/main;jsessionid=node0x1x56hteuyh71lwgfpgn9wg100.node0?2#lnode.id=1&leftnav.id=reports&detail.type=reports'. The page has a dark blue sidebar on the left with the 'ACME' logo at the top. The sidebar contains a list of printer names (printer 1 through printer 26) and a menu with options like DASHBOARD, INPUT PORTS, PRINTERS, SETTINGS, LICENSE, AUTHENTICATION, USERS, ROLES, ACCESS CONTROL, EMBEDDED, REPORTS (highlighted), and CERTIFICATES. The main content area is titled 'Acme inc Reports' and contains a table with two rows: 'Totals by Device' and 'Totals by User'. Each row has a small icon to its right. The top of the page features a navigation bar with links for 'ADD USER', 'ADD PRINTER', and 'ADD SERVICE', along with a language dropdown set to 'english'.

Report 1: Totals by Device

Acme inc - Reports

print.acme.com:8080/main;jsessionid=node0x1x56hteuyh71wgfp9n9wg100.node0?2#i=node.id=1&leftnav.id=reports&detail.type=reports

ACME

ADD USER ADD PRINTER ADD SERVICE

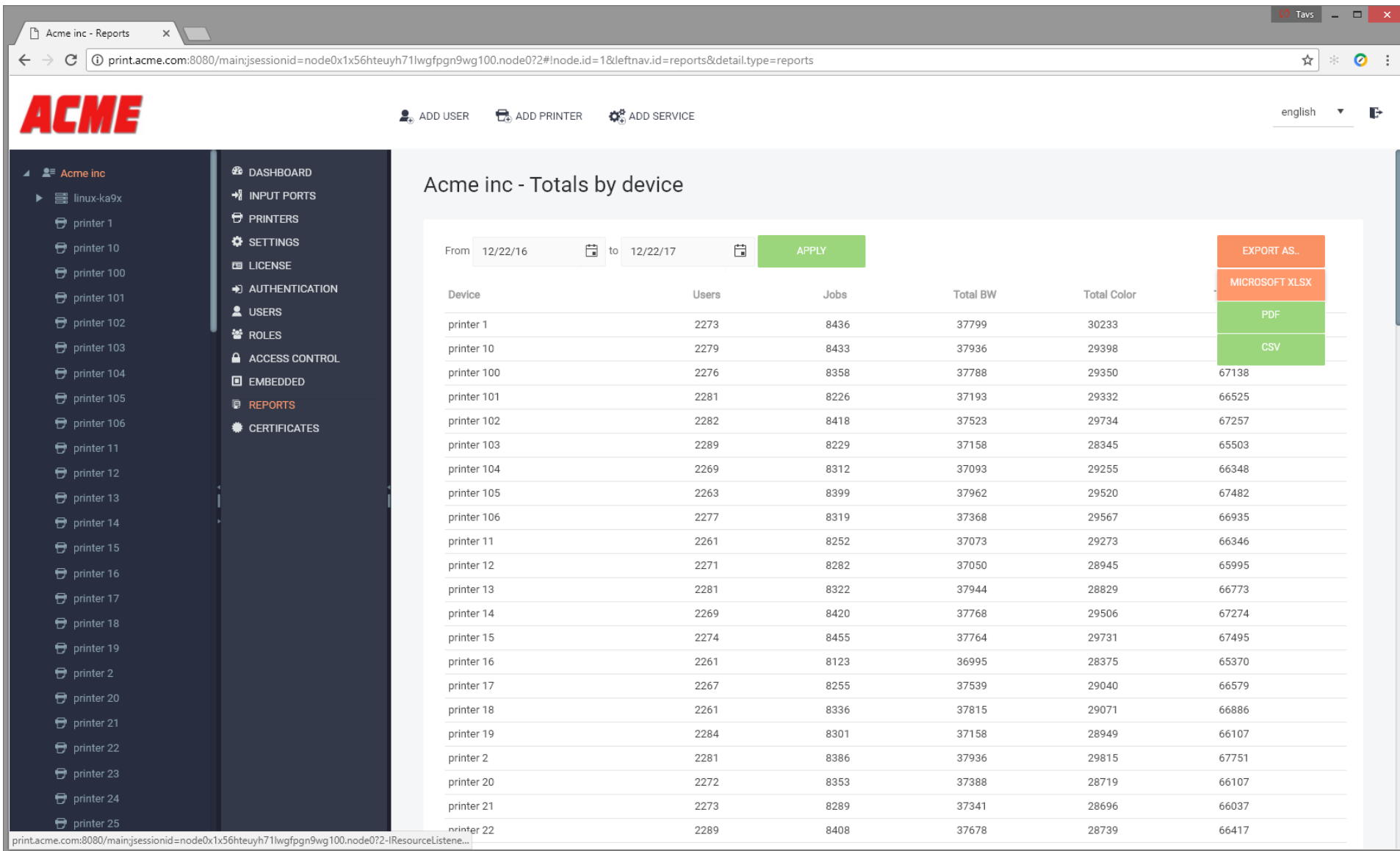
english

Acme inc - Totals by device

From 12/22/16 to 12/22/17 APPLY EXPORT AS..

Device	Users	Jobs	Total BW	Total Color	Total Pages
printer 1	2273	8436	37799	30233	68032
printer 10	2279	8433	37936	29398	67334
printer 100	2276	8358	37788	29350	67138
printer 101	2281	8226	37193	29332	66525
printer 102	2282	8418	37523	29734	67257
printer 103	2289	8229	37158	28345	65503
printer 104	2269	8312	37093	29255	66348
printer 105	2263	8399	37962	29520	67482
printer 106	2277	8319	37368	29567	66935
printer 11	2261	8252	37073	29273	66346
printer 12	2271	8282	37050	28945	65995
printer 13	2281	8322	37944	28829	66773
printer 14	2269	8420	37768	29506	67274
printer 15	2274	8455	37764	29731	67495
printer 16	2261	8123	36995	28375	65370
printer 17	2267	8255	37539	29040	66579
printer 18	2261	8336	37815	29071	66886
printer 19	2284	8301	37158	28949	66107
printer 2	2281	8386	37936	29815	67751
printer 20	2272	8353	37388	28719	66107
printer 21	2273	8289	37341	28696	66037
printer 22	2289	8408	37678	28739	66417

Export to PDF, XLSX and CSV



The screenshot displays the ACME Reports interface. The left sidebar contains a navigation menu with options like DASHBOARD, INPUT PORTS, PRINTERS, SETTINGS, LICENSE, AUTHENTICATION, USERS, ROLES, ACCESS CONTROL, EMBEDDED, REPORTS (highlighted), and CERTIFICATES. The main content area shows a report titled "Acme inc - Totals by device" for the period from 12/22/16 to 12/22/17. The report includes a table with columns for Device, Users, Jobs, Total BW, Total Color, and a total value. To the right of the table, there are buttons for "EXPORT AS...", "MICROSOFT XLSX", "PDF", and "CSV".

Device	Users	Jobs	Total BW	Total Color	
printer 1	2273	8436	37799	30233	
printer 10	2279	8433	37936	29398	
printer 100	2276	8358	37788	29350	67138
printer 101	2281	8226	37193	29332	66525
printer 102	2282	8418	37523	29734	67257
printer 103	2289	8229	37158	28345	65503
printer 104	2269	8312	37093	29255	66348
printer 105	2263	8399	37962	29520	67482
printer 106	2277	8319	37368	29567	66935
printer 11	2261	8252	37073	29273	66346
printer 12	2271	8282	37050	28945	65995
printer 13	2281	8322	37944	28829	66773
printer 14	2269	8420	37768	29506	67274
printer 15	2274	8455	37764	29731	67495
printer 16	2261	8123	36995	28375	65370
printer 17	2267	8255	37539	29040	66579
printer 18	2261	8336	37815	29071	66886
printer 19	2284	8301	37158	28949	66107
printer 2	2281	8386	37936	29815	67751
printer 20	2272	8353	37388	28719	66107
printer 21	2273	8289	37341	28696	66037
printer 22	2289	8408	37678	28739	66417

Date selector for reporting date range

Acme inc - Reports

print.acme.com:8080/main;jsessionid=node0x1x56hteuyh71lwgfpgn9wg100.node072#lnode.id=1&leftnav.id=reports&detail.type=reports

ACME

ADD USER ADD PRINTER ADD SERVICE

english

Acme inc

- linux-ka9x
 - printer 1
 - printer 10
 - printer 100
 - printer 101
 - printer 102
 - printer 103
 - printer 104
 - printer 105
 - printer 106
 - printer 11
 - printer 12
 - printer 13
 - printer 14
 - printer 15
 - printer 16
 - printer 17
 - printer 18
 - printer 19
 - printer 2
 - printer 20
 - printer 21
 - printer 22
 - printer 23
 - printer 24
 - printer 25
 - printer 26

- DASHBOARD
- INPUT PORTS
- PRINTERS
- SETTINGS
- LICENSE
- AUTHENTICATION
- USERS
- ROLES
- ACCESS CONTROL
- EMBEDDED
- REPORTS
- CERTIFICATES

Acme inc - Totals by device

From 12/22/16 to 12/22/17 APPLY EXPORT AS..

Device	Users	Jobs	Total BW	Total Color	Total Pages
printer 1	2273	8436	37799	30233	68032
printer 10	2279	8433	37936	29398	67334
printer 100	2276	8358	37788	29350	67138
printer 101	2281	8226	37193	29332	66525
printer 102	2282	8418	37523	29734	67257
printer 103	2289	8229	37158	28345	65503
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printer 11	2261	8252	37073	29273	66346
printer 12	2271	8282	37050	28945	65995
printer 13	2281	8322	37944	28829	66773
printer 14	2269	8420	37768	29506	67274
printer 15	2274	8455	37764	29731	67495
printer 16	2261	8123	36995	28375	65370
printer 17	2267	8255	37539	29040	66579
printer 18	2261	8336	37815	29071	66886
printer 19	2284	8301	37158	28949	66107
printer 2	2281	8386	37936	29815	67751
printer 20	2272	8353	37388	28719	66107
printer 21	2273	8289	37341	28696	66037
printer 22	2289	8408	37678	28739	66417

DECEMBER 2016

Su Mo Tu We Th Fr Sa

27 28 29 30 1 2 3

4 5 6 7 8 9 10

11 12 13 14 15 16 17

18 19 20 21 22 23 24

25 26 27 28 29 30 31

1 2 3 4 5 6 7

FRIDAY, DECEMBER 22, 2017

Report 2: Totals by User

Acme inc - Reports

print.acme.com:8080/main?sessionId=node0x1x56hteuyh71lwgfpgn9wg100.node0?2#!node.id=1&leftnav.id=reports&detail.type=reports

ACME

ADD USER ADD PRINTER ADD SERVICE

english

Acme inc

- linux-ka9x
 - printer 1
 - printer 10
 - printer 100
 - printer 101
 - printer 102
 - printer 103
 - printer 104
 - printer 105
 - printer 106
 - printer 11
 - printer 12
 - printer 13
 - printer 14
 - printer 15
 - printer 16
 - printer 17
 - printer 18
 - printer 19
 - printer 2
 - printer 20
 - printer 21
 - printer 22
 - printer 23
 - printer 24
 - printer 25
 - printer 26

- DASHBOARD
- INPUT PORTS
- PRINTERS
- SETTINGS
- LICENSE
- AUTHENTICATION
- USERS
- ROLES
- ACCESS CONTROL
- EMBEDDED
- REPORTS
- CERTIFICATES

Acme inc - Totals by user

From 12/22/16 to 12/22/17 APPLY EXPORT AS..

User	Devices	Jobs	Total BW	Total Color	Total Pages
user1	100	378	1748	1337	3085
user10	101	378	1803	1217	3020
user100	102	378	1743	1407	3150
user1000	103	378	1702	1352	3054
user1001	103	378	1703	1349	3052
user1002	96	378	1848	1175	3023
user1003	105	378	1571	1332	2903
user1004	105	378	1695	1245	2940
user1005	103	378	1754	1334	3088
user1006	104	378	1637	1329	2966
user1007	101	378	1709	1278	2987
user1008	101	378	1662	1366	3028
user1009	106	378	1812	1286	3098
user101	104	378	1632	1345	2977
user1010	103	378	1615	1292	2907
user1011	103	378	1749	1321	3070
user1012	102	378	1753	1414	3167
user1013	105	378	1702	1409	3111
user1014	104	378	1804	1254	3058
user1015	101	378	1673	1272	2945
user1016	103	378	1675	1346	3021
user1017	104	378	1694	1286	2980

Export to XLSX, PDF and CSV



The image displays two Microsoft Excel spreadsheets side-by-side, illustrating the export process. The left spreadsheet, titled 'Acme inc - Totals by user.xlsx', shows a table with columns: User, Devices, Jobs, Total BW, and Total. The right spreadsheet, titled 'Acme inc - Totals by user.csv', shows the same data exported into a CSV format, with columns: User, Devices, Jobs, Total BW, Total Colo, and Total Pages. A third window in the foreground shows a PDF preview of the 'Acme inc - Totals by user.pdf' file, displaying the data in a table format.

Acme inc - Totals by user.xlsx

User	Devices	Jobs	Total BW	Total
user1	100	378	1748	
user10	101	378	1803	
user100	102	378	1743	
user1000	103	378	1702	
user1001	103	378	1703	
user1002	96	378	1848	
user1003	105	378	1571	
user1004	105	378	1695	
user1005	103	378	1754	
user1006	104	378	1637	
user1007	101	378	1709	
user1008	101	378	1662	
user1009	106	378	1812	
user101	104	378	1632	
user1010	103	378	1615	
user1011	103	378	1749	
user1012	102	378	1753	
user1013	105	378	1702	
user1014	104	378	1804	
user1015	101	378	1673	
user1016	103	378	1675	
user1017	104	378	1694	
user1018	101	378	1621	
user1019	103	378	1674	
user102	104	378	1779	
user1020	100	378	1685	
user1021	104	378	1666	
user1022	99	378	1698	
user1023	104	378	1667	
user1024	104	378	1718	
user1025	104	378	1654	
user1026	102	378	1767	
user1027	105	378	1676	
user1028	105	378	1756	
user1029	103	378	1699	
user103	102	378	1666	

Acme inc - Totals by user.csv

User	Devices	Jobs	Total BW	Total Colo	Total Pages
user1	100	378	1748	1337	3085
user10	101	378	1803	1217	3020
user100	102	378	1743	1407	3150
user1000	103	378	1702	1352	3054
user1001	103	378	1703	1349	3052
user1002	96	378	1848	1175	3023
user1003	105	378	1571	1332	2903
user1004	105	378	1695	1245	2940
user1005	103	378	1754	1334	3088
user1006	104	378	1637	1329	2966
user1007	101	378	1709	1278	2987
user1008	101	378	1662	1366	3028
user1009	106	378	1812	1286	3098
user101	104	378	1632	1345	2977
user1010	103	378	1615	1292	2907
user1011	103	378	1749	1321	3070
user1012	102	378	1753	1414	3167
user1013	105	378	1702	1409	3111
user1014	104	378	1804	1254	3058
user1015	101	378	1673	1272	2945
user1016	103	378	1675	1346	3021
user1017	104	378	1694	1286	2980
user1018	101	378	1621	1331	2952
user1019	103	378	1674	1257	2931
user102	104	378	1779	1329	3108
user1020	100	378	1685	1365	3050
user1021	104	378	1666	1379	3045
user1022	99	378	1698	1367	3065
user1023	104	378	1667	1336	3003
user1024	104	378	1718	1381	3099
user1025	104	378	1654	1357	3011
user1026	102	378	1767	1288	3055
user1027	105	378	1676	1389	3065
user1028	105	378	1756	1400	3156
user1029	103	378	1699	1404	3103
user103	102	378	1666	1366	3028
user1030	99	378	1737	1369	3106
user1031	105	378	1784	1301	3085

Acme inc - Totals by user.pdf

User	Devices
user1	100
user10	101
user100	102
user1000	103
user1001	103
user1002	96
user1003	105
user1004	105
user1005	103
user1006	104
user1007	101
user1008	101
user1009	106
user101	104
user1010	103
user1011	103
user1012	102
user1013	105
user1014	104
user1015	101
user1016	103
user1017	104
user1018	101
user1019	103
user102	104
user1020	100
user1021	104
user1022	99
user1023	104
user1024	104
user1025	104
user1026	102
user1027	105
user1028	105
user1029	103
user103	102
user1030	99
user1031	105