Software Version 5.3
August 2014
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Embedded for Xerox ECSP
Setup Guide

Document Version: 1.0 (August 2014)

Table of Contents

1

Introduction

Topics

The Xerox Secure Access for Xerox Embedded Capture Send and Print (ECSP) application provides copy control and secure printing on Xerox manufactured multi-functional printers (MFPs). Embedded on the MFP, the application controls access to the MFP, valid account information is required before the MFP will unlock and be ready for use. Account information must be provided in the form of a supported ID card, personal identification numbers (PINs), or Windows credentials based on authentication settings on the server.

Xerox ECSP communicates with the print tracking and accounting application on your network to validate authentication information. Once successfully logged in, users can securely release print jobs, and use native device functions through Xerox ECSP. During the copy process, Xerox ECSP collects detailed document characteristics such as paper sizing, color, duplexing, stapling, or input trays on specific models.

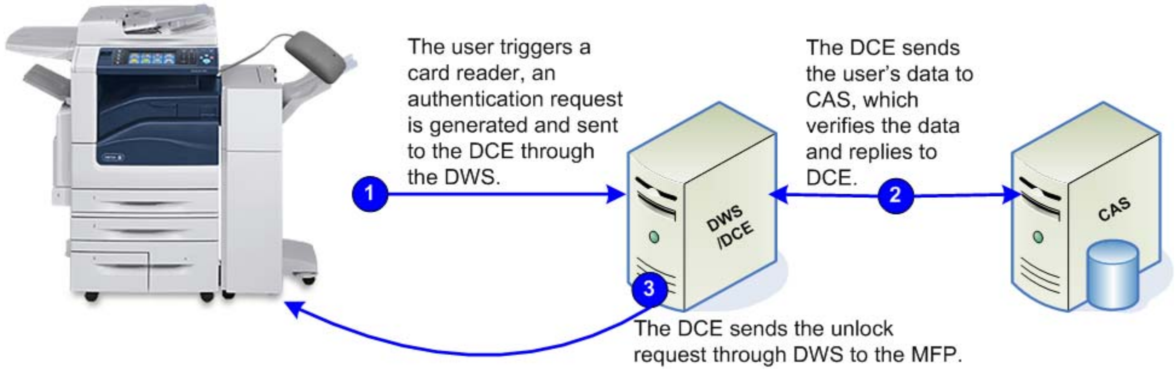
Caution

In order to use the Xerox ECSP application, you **must** install the Device Web Server (DWS) component for Xerox Secure Access. See the Xerox Secure Access *Installation Guide* for information about this component. This document contains instructions and information about Xerox devices that can leverage the Xerox ECSP framework. Older model devices may not be able to use these functions. It is the responsibility of your install technician to determine the class of device before attempting to use this information.

About User Authentication

Xerox Secure Access provides the ability to control access to the print, and copy functions of Xerox Multifunction printer (MFP) devices. When a user approaches an Xerox Secure Access-controlled device, they enter user credentials either by using a card, or manually entering data on the MFP front panel. The MFP front panel is unlocked only when the user's account information is authenticated by the accounting server.

The Xerox Secure Access Device Web Server (DWS) handles all communication with the MFP devices. When a user wants to use the copy, or fax functionality on a MFP, they must log in using either a swipe card or by entering credentials on the soft keyboard. A swipe or proximity read initiates an access request. The login data is sent to the DWS, which brokers communication with an Xerox Secure Access Device Control Engine (DCE). At this time, the DWS and DCE must reside on the same server. The DCE then contacts the Core Accounting Server (CAS) to verify the user account data associated with the card. Once authenticated, the device unlocks. This process is depicted below.


The user triggers a card reader, an authentication request is generated and sent to the DCE through the DWS.
1
The DCE sends the user's data to CAS, which verifies the data and replies to DCE.
2
DWS /DCE
CAS
3
The DCE sends the unlock request through DWS to the MFP.

Xerox ECSP Features

Xerox ECSP is a robust application that provides additional functionality beyond print and copy control. This version of Xerox ECSP supports the following features:

- **Follow-You Printing®** - After successful login at the MFP, the user can access the virtual print queue to "pull" a print job to this device. Through the Follow-You screen on the MFP, users can view documents in the queue, then select, delete, or release documents for printing. See Enabling Secure Printing on the Queue on page 10 for configuration instructions, and Using Follow-You Printing® on page 5 for end-user instructions.
- **Card self-registration** - Allows users to associate an unassigned card with their user credentials. Once associated, each time the user swipes the card, the system automatically recognizes the card and associated user. See Configuring Card Self-Registration on page 14for instructions.
- **Configuration** - All installation and configuration tasks can be accomplished easily to configure Xerox ECSP. See Installation and Configuration Requirements on page 3, and Server-Side Configuration on page 1.

Installation and Configuration Requirements

If you have already set up and configured your Xerox Secure Access server and also installed the DWS component, you do not need to install the basic Xerox Secure Access application; you only need to follow configuration procedures.

For instructions on installing and configuring Xerox Secure Access, see the *Xerox Secure Access Unified ID System® Installation Guide* and the *Xerox Secure Access Administration Guide.*

Before configuring Xerox Secure Access, ensure you have Administrative access to Xerox Secure Access System Manager. For details, see *Configuring Administrative Access* in the *Xerox Secure Access Administration Guide*.

Licensing, Server, and MFP Requirements

To enable the Xerox Secure Access Embedded solution, you must obtain the following:

- **Xerox Secure Access Software**

  Xerox Secure Access requires configuration of the MFPs and Xerox Secure Access core accounting server (CAS). For detailed information about setting up and configuring Xerox Secure Access see the *Xerox Secure Access Unified ID System® Installation Guide*.

- **One embedded license per Xerox MFP**

  Each Xerox Device requires an embedded license applied in the Xerox Secure Access System Manager. For example, if you plan to control 20 Xerox MFPs, you need to obtain 20 corresponding embedded licenses (enabled for Xerox). See Licensing Embedded Devices on page 2 for instructions on adding licenses to the CAS.

- **ECSP-enabled Xerox MFPs**

  Visit http://www.nuance.com/for-business/by-product/equitrac/supported-devices/xerox/index.htm for a list of supported MFP models.

- One Network Accounting Enablement Option per Xerox MFP

  Only required if you are tracking copy or fax usage through Xerox Secure Access. This is NOT required to track printing if you are using Xerox Secure Access printer ports.

  This licensable device option obtained from Xerox enables the Xerox MFP to automatically track print, server fax and copy usage for each account.

- Open communications between the Xerox MFP and the DWS

  To enable communication between the MFP and the server, copier access to the server requires ports 2939, 8080 and 8443.

System Requirements

To review the system requirements for the machine or machines hosting the Xerox Secure Access server components (Core Accounting Server Device Web Server, and Device Control Engine), see the *Xerox Secure Access Unified ID System® Installation Guide*.

Supported MFPs

For a list of Xerox Secure Access supported MFP models, visit http://www.nuance.com/for-business/by-product/equitrac/supported-devices/xerox/index.htm.

Supported Card Readers

For a list of Xerox Secure Access supported card readers, visit http://www.nuance.com/for-business/by-product/equitrac/supported-devices/xerox/index.htm.

All card readers are preconfigured from the manufacturer and require no further configuration.

Magstripe Device Reader

Xerox Secure Access supports external magnetic stripe reader devices. Users can enter validation data by swiping an encoded magnetic card through the card reader. The reader reads virtually any standard magnetic card medium on track 2, and accepts standard or custom encoded data.

Proximity Cards

Xerox Secure Access supports HID proximity cards. Users can enter validation data by passing the card within about one inch of the card reader.

Additional Documentation

You may need to refer to one of the following documents when performing server-side configuration tasks. These documents are located on the product CD, and are installed automatically with any server-side component in the Program Files\Xerox Secure Access folder.

Guide	When to refer to this guide
Xerox Secure Access Planning Guide	Before installing Xerox Secure Access, use this guide to select the appropriate combination of product variables to support the needs of your institution or organization.
Xerox Secure Access Installation Guide	Use this guide to perform an initial installation or upgrade.
Xerox Secure Access Administration Guide	After installing Xerox Secure Access, use this guide to configure advanced options for use on your campus or in your organization.

List of Terms

The following unique terms are used within this guide.

Term	Description
Alternate Primary PIN	A sequence of personal identification numbers that uniquely identifies a user who wants to release a print job. The alternate primary PIN can be data encoded on a magnetic swipe card or entered into an MFP keypad.
Authentication	The process of entering a primary and optional secondary personal identification number to gain access to a controlled MFP. Users can authenticate via a card reader, or through the MFP control panel.
Core Accounting Server (CAS)	The Core Accounting Server is a core component of Xerox Secure Access. This service controls the accounting database that stores all printer, user, transaction and balance information. The CAS also verifies users, calculates printing charges and assigns charges to an appropriate user.
Convenience Authentication	A Xerox protocol that enables communication between the Authentication Device and the server to verify user information gathered user interaction at an MFP.
Device Control Engine (DCE)	A core component of Xerox Secure Access, the DCE communicates with terminals that control access to MFPs.
Document Routing Engine (DRE)	A core component of Xerox Secure Access, the DRE enables document flow from workstations to output devices. When a job is released, the DRE captures the job characteristics and communicates the characteristics to the CAS.
Device Web Server (DWS)	A core component of Xerox Secure Access, the DWS acts as a virtual web server, and brokers communication between a Xerox MFP and the Device Control Engine (DCE).

Term	Description
Follow-You Printing	An secure printing feature that holds print jobs in a virtual print queue until the user “pulls” the print job to a selected device. A user can select a particular printer when they submit a print request, then walk to an entirely different compatible MFP and pull the job to that device.
Follow-You Printing screen	An application on the MFP when the Follow-You Printing extension is configured. Users can select one or more jobs from different print servers.
Multi-server Follow-You	A secure printing feature that extends the Follow-You functionality to allow users to view and release secure print jobs from different print servers.
Network Accounting	A feature of the Xerox MFP which automatically tracks print, server fax and copy usage for each user. Network accounting is run over a network and the accounting transactions are collected remotely by Xerox Secure Access server software.
Print Tracking	The ability to track the attributes of a released network print job. For example, number of pages, page size, color, etc. You can configure Xerox Secure Access to track printing through the embedded device or through an Equitrac Port.
Primary PIN	A sequence of numbers that act as a user ID to uniquely identify a user. The primary PIN can be entered on the MFP keypad.
Secondary PIN	A sequence of numbers that act as a password when used in conjunction with a Primary PIN. After entering the Primary PIN, the user must enter the Secondary PIN code on a MFP keypad before accessing the device or applications. Secondary PINs are an optional configuration.

2

MFP Configuration

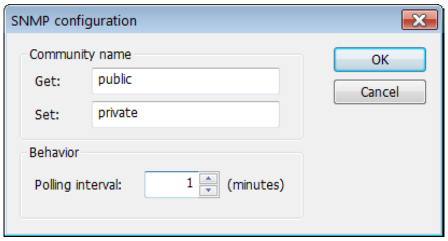
Topics

To enable Xerox Secure Access, you must configure any MFP that will use it. Follow the steps for each MFP series in the order they are presented to ensure a successful install.

Configuring MFP Properties

The following are the main steps when configuring Xerox MFPs:

1. Ensure that the time zone on the MFP is correct. If the time zone is not correct, transaction times are incorrectly reported.
2. Confirm that the date and time setting on the MFP is within 24 hours of the date and time configured on the server that hosts the DCE component. If the settings are more than 24 hours apart, the Embedded application on the MFP will not connect to the server.
3. Configure the MFP to use Xerox Convenience Authentication and to communicate with the DWS Server.
4. Ensure that the SNMPv2 settings on the device are correct. Read-only (Get) and Read and Write (Set) community names must be configured as **public** and **private** respectively. Note that all characters must be entered in lower case. Also ensure that these SNMP settings are enabled in **System Manager > Configuration > Network environment > SNMP configuration**.



SNMP configuration

Community name

Get: public

Set: private

Behavior

Polling interval: 1 (minutes)

5. Ensure **SSL** is enabled on the Xerox MFP. If it is not enabled, generate a self-signed certificate and then enable SSL communication.

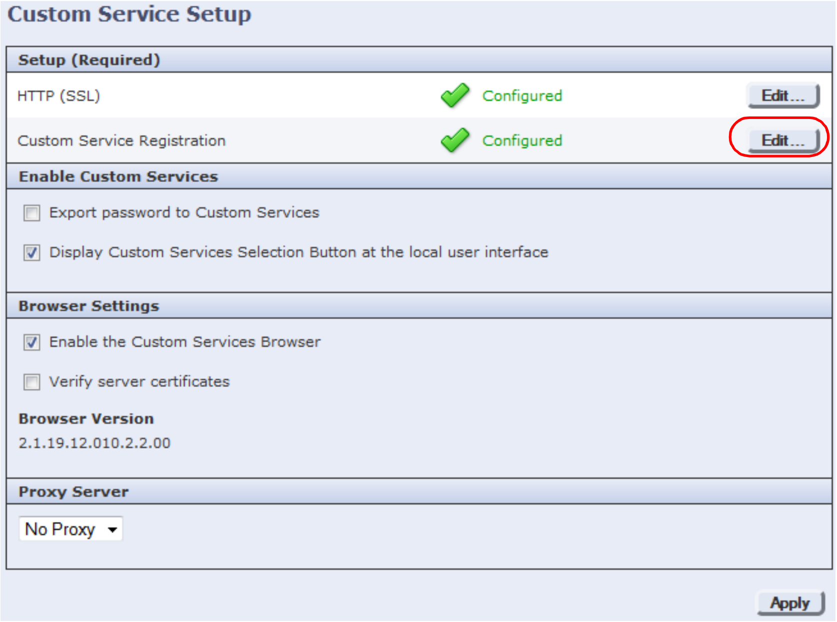
WorkCentre 57xx Series

You must configure the WorkCentre 57xx series MFP from both the MFP Console and via the Internet Services interface. Before you perform the configuration, ensure that Custom Services is installed on the MFP.

Locating Custom Services

Xerox ECSP cannot be configured unless Custom Service is installed on the MFP. To determine if custom services is installed on a WC57xx series, perform these steps:

1. Open a Web browser and enter the URL `http://<MFP IP address>` in the Address field.
2. Select the **Properties** tab, and login with your Administrator user ID and password when prompted.
3. In the left pane, select the **General Setup** folder, then select **Custom Service Setup**.
4. Click the **Edit** button beside the **Custom Service Registration** option.



Custom Service Setup

Setup (Required)

HTTP (SSL)	✓ Configured	Edit ...
Custom Service Registration	✓ Configured	Edit ...

Enable Custom Services

☐ Export password to Custom Services

☑ Display Custom Services Selection Button at the local user interface

Browser Settings

☑ Enable the Custom Services Browser

☐ Verify server certificates

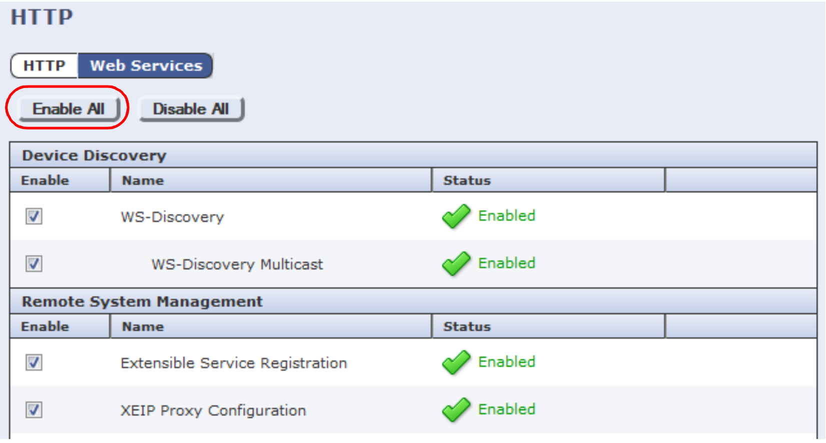
Browser Version

2.1.19.12.010.2.2.00

Proxy Server

No Proxy

5. Click on **Enable All,** then click **Save**. The Custom Services button should now be present on the MFP user interface when All Services is selected.



Device Discovery			
Enable	Name	Status	
☑	WS-Discovery	✓ Enabled	
☑	WS-Discovery Multicast	✓ Enabled	

Remote System Management			
Enable	Name	Status	
☑	Extensible Service Registration	✓ Enabled	
☑	XEIP Proxy Configuration	✓ Enabled	

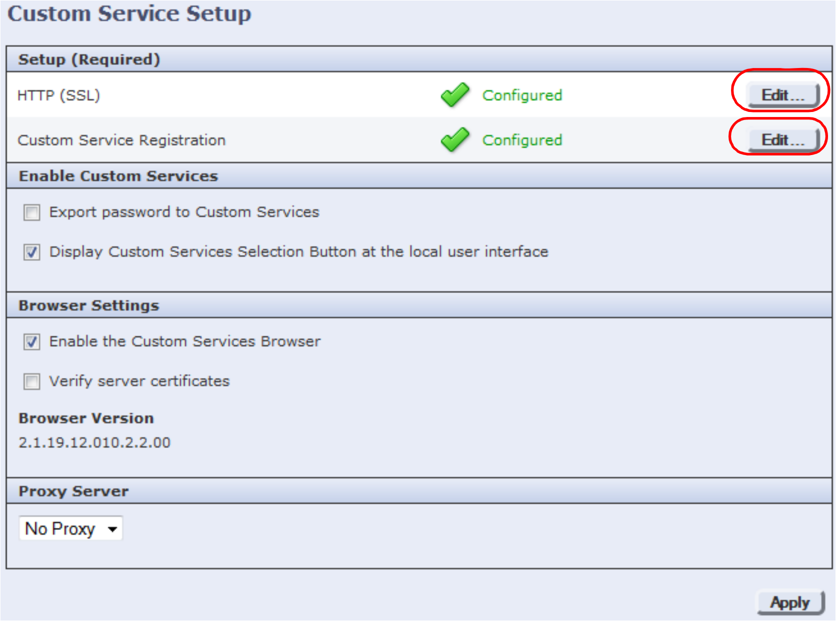
If you cannot access or locate these options, contact Xerox regarding correct installation of Custom Services.

On the MFP Console

1. Log into the **Tools** menu with your Administrator user ID and password.
2. Touch **All Services**. Ensure that you can see the **Custom Services** button. If not, power off/on the MFP and wait until the MFP is ready.
3. Enter the user name and password.
4. On the Machine Status screen, touch the **Tools** tab.
5. Touch **Accounting Settings > Accounting Mode**.
6. On the Accounting Mode screen, touch **Network Accounting**, then touch **Customize Prompts**.
7. On the Customize User Prompts screen, touch **Display Prompt 1 and 2,** then touch **Save**. Failure to set this option causes transactions to be recorded against “Unidentified user”.
8. Set **Code Entry Validation** to **Disabled**.
9. Touch the **Save** button again to save all changes, then log off the MFP Console. Configuration at the console itself is now complete. You now need to complete the rest of the configuration via the web interface.

Configuration Via the Internet Services Interface

1. Open a Web browser and enter the URL `http://`**<MFP IP address>** in the Address field.
2. Select the **Properties** tab, and login with your User ID and Password when prompted.
3. In the left pane, click the **General Setup** folder, then select **Custom Service Setup**. The **Custom Service Setup** screen displays:



Custom Service Setup

Setup (Required)

HTTP (SSL)	✓ Configured	Edit...
Custom Service Registration	✓ Configured	Edit...

Enable Custom Services

□ Export password to Custom Services

☑ Display Custom Services Selection Button at the local user interface

Browser Settings

☑ Enable the Custom Services Browser

□ Verify server certificates

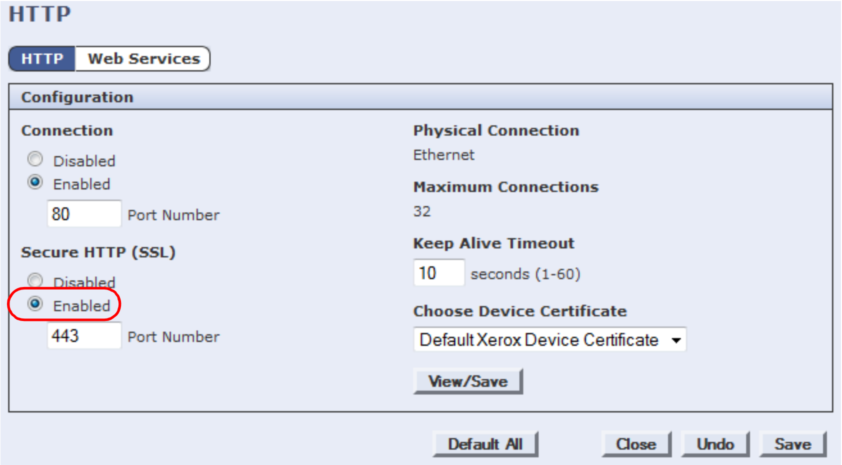
Browser Version

2.1.19.12.010.2.2.00

Proxy Server

No Proxy

4. Click the **Edit** button beside the **HTTP (SSL)** option.
5. Ensure the **Secure HTTP (SSL)** option to **Enabled** (it is by default), then click **Save** to return to the **Custom Service Setup** screen.



HTTP

Configuration

Connection

○ Disabled

● Enabled

80 Port Number

Secure HTTP (SSL)

○ Disabled

● Enabled

443 Port Number

Physical Connection

Ethernet

Maximum Connections

32

Keep Alive Timeout

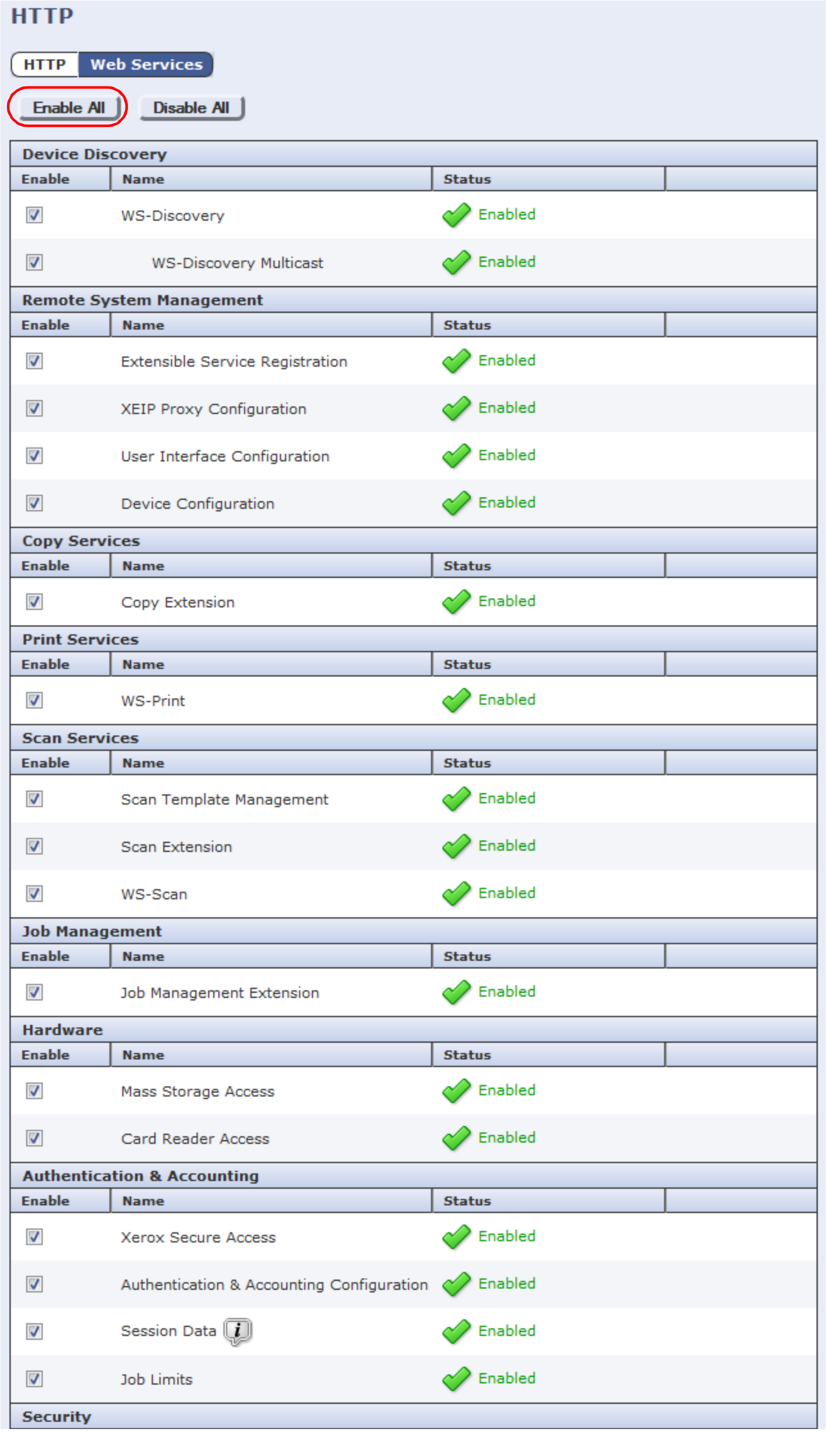
10 seconds (1-60)

Choose Device Certificate

Default Xerox Device Certificate

6. Click the **Edit** button beside the **Custom Service Registration** option.

7. Click **Enable All**, then click **Save**.



Device Discovery

Enable	Name	Status	
☑	WS-Discovery	✓ Enabled	
☑	WS-Discovery Multicast	✓ Enabled	

Remote System Management

Enable	Name	Status	
☑	Extensible Service Registration	✓ Enabled	
☑	XEIP Proxy Configuration	✓ Enabled	
☑	User Interface Configuration	✓ Enabled	
☑	Device Configuration	✓ Enabled	

Copy Services

Enable	Name	Status	
☑	Copy Extension	✓ Enabled	

Print Services

Enable	Name	Status	
☑	WS-Print	✓ Enabled	

Scan Services

Enable	Name	Status	
☑	Scan Template Management	✓ Enabled	
☑	Scan Extension	✓ Enabled	
☑	WS-Scan	✓ Enabled	

Job Management

Enable	Name	Status	
☑	Job Management Extension	✓ Enabled	

Hardware

Enable	Name	Status	
☑	Mass Storage Access	✓ Enabled	
☑	Card Reader Access	✓ Enabled	

Authentication & Accounting

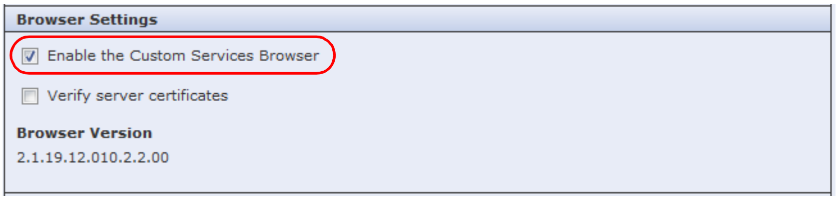
Enable	Name	Status	
☑	Xerox Secure Access	✓ Enabled	
☑	Authentication & Accounting Configuration	✓ Enabled	
☑	Session Data ⓘ	✓ Enabled	
☑	Job Limits	✓ Enabled	

Security

Note

Ensure that both **Authentication & Accounting Configuration and Job Limits** are enabled. They are enabled by default. These services must be enabled via the Internet Services interface—not through the physical device. If these services are not enabled, errors occur when initializing the Xerox embedded device in System Manager, causing the Copy Stop feature to not work. Job Limits is not supported on all Xerox devices.

8. In the **Browser Settings** section on the **Custom Service Setup** page, ensure the **Enable the Custom Services Browser** check box is selected (it is by default), and click **Apply**.



Browser Settings

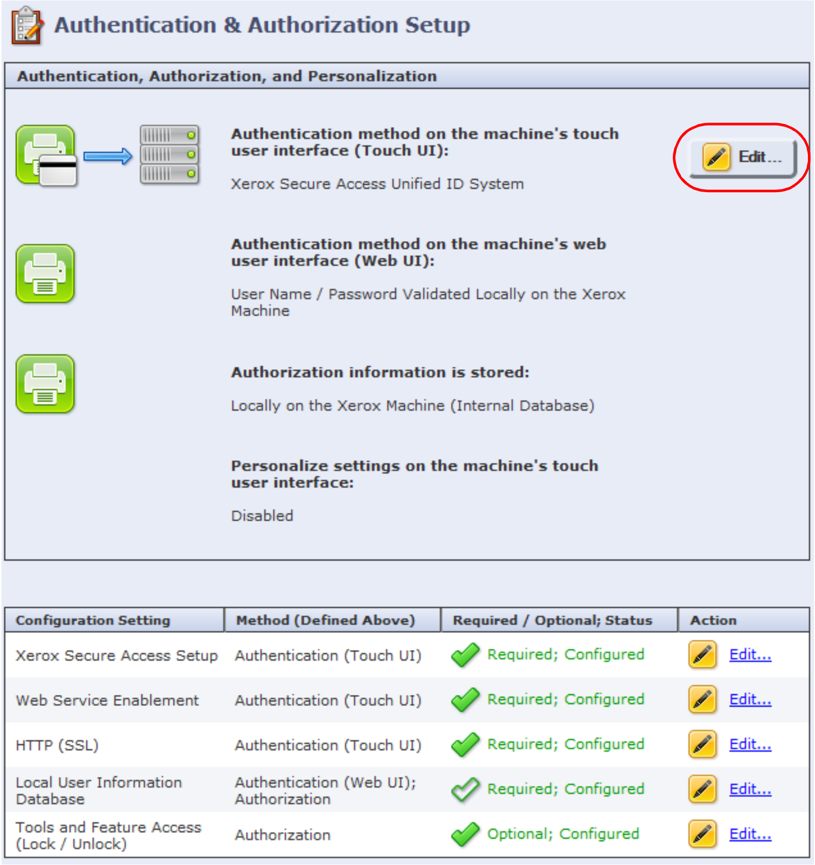
☑ Enable the Custom Services Browser

☐ Verify server certificates

Browser Version

2.1.19.12.010.2.2.00

9. In the left pane, click the **Security** folder, then the **Authentication** subfolder, and then **Setup.**
10. On the **Authentication & Authorization Setup** page, click the **Edit** button to change the Authentication method.



Authentication & Authorization Setup

Authentication, Authorization, and Personalization

Authentication method on the machine's touch user interface (Touch UI):

Xerox Secure Access Unified ID System

Authentication method on the machine's web user interface (Web UI):

User Name / Password Validated Locally on the Xerox Machine

Authorization information is stored:

Locally on the Xerox Machine (Internal Database)

Personalize settings on the machine's touch user interface:

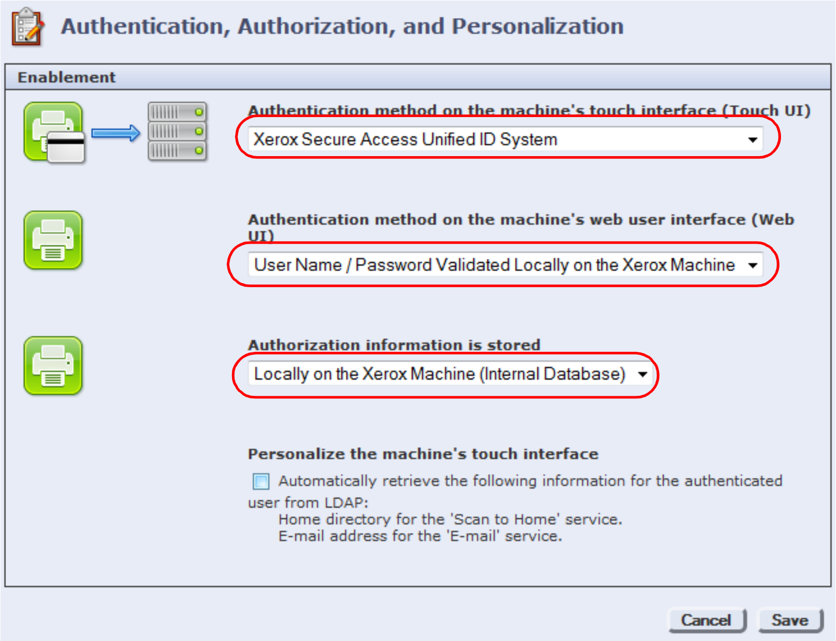
Disabled

Configuration Setting	Method (Defined Above)	Required / Optional; Status	Action
Xerox Secure Access Setup	Authentication (Touch UI)	✓ Required; Configured	Edit...
Web Service Enablement	Authentication (Touch UI)	✓ Required; Configured	Edit...
HTTP (SSL)	Authentication (Touch UI)	✓ Required; Configured	Edit...
Local User Information Database	Authentication (Web UI); Authorization	✓ Required; Configured	Edit...
Tools and Feature Access (Lock / Unlock)	Authorization	✓ Optional; Configured	Edit...

Note

If the copier has not been previously configured, you may need to click the *Next* button (instead of *Edit*) and then work through a wizard to configure the copier.

11. On the Authentication, Authorization and Personalization page, do the following:



Authentication, Authorization, and Personalization

Enablement

Authentication method on the machine's touch interface (Touch UI)

Xerox Secure Access Unified ID System

Authentication method on the machine's web user interface (Web UI)

User Name / Password Validated Locally on the Xerox Machine

Authorization information is stored

Locally on the Xerox Machine (Internal Database)

Personalize the machine's touch interface

□ Automatically retrieve the following information for the authenticated user from LDAP:

Home directory for the 'Scan to Home' service.
E-mail address for the 'E-mail' service.

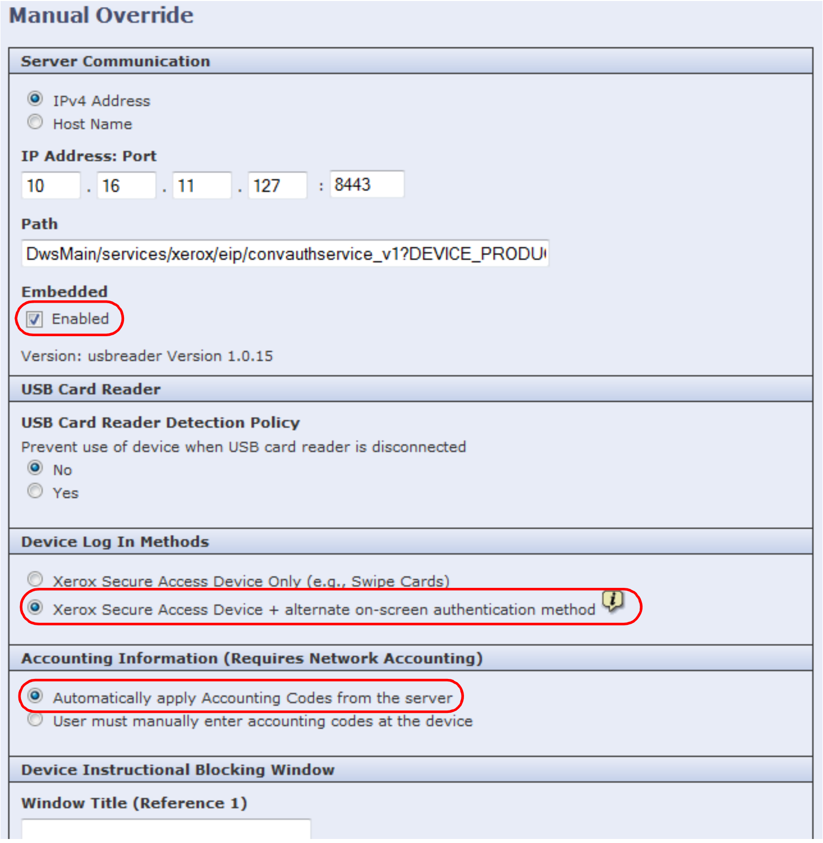
a. Select **Xerox Secure Access Unified ID System** from the **Authentication method on the machine's touch interface** drop-down list.

b. Select **User Name/Password Validated Locally on the Xerox Machine** from the **Authentication method on the machine's web user interface** drop-down list.

c. Select **Locally on the Xerox Machine** from the **Authorization information is stored** drop-down list.

d. Click**Save** to apply the changes.

12. On the **Xerox Secure Access Setup** page, click the **Manually Override Settings** button.
13. On the Manual Override page, set the following:



Manual Override

Server Communication

● IPv4 Address
○ Host Name

IP Address: Port

10 . 16 . 11 . 127 : 8443

Path

DwsMain/services/xerox/eip/convauthservice_v1?DEVICE_PRODU

Embedded

☑ Enabled

Version: usbreader Version 1.0.15

USB Card Reader

USB Card Reader Detection Policy

Prevent use of device when USB card reader is disconnected

● No
○ Yes

Device Log In Methods

○ Xerox Secure Access Device Only (e.g., Swipe Cards)
● Xerox Secure Access Device + alternate on-screen authentication method

Accounting Information (Requires Network Accounting)

● Automatically apply Accounting Codes from the server
○ User must manually enter accounting codes at the device

Device Instructional Blocking Window

Window Title (Reference 1)

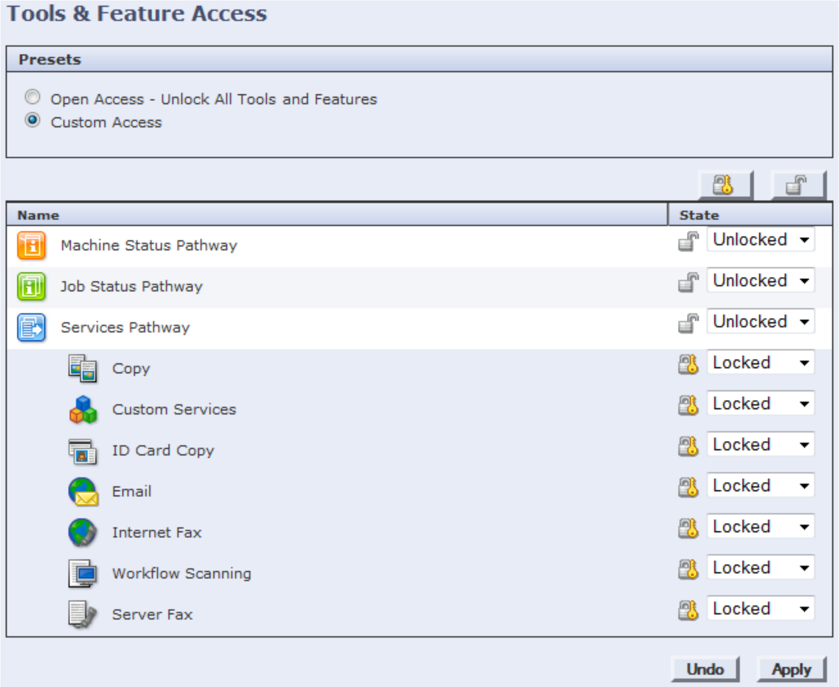
a. In the **Server Communication** section, select the **Enabled** check box under the **Embedded** option if you use a standard Xerox card reader. If you use a generic card reader, deselect the check box.

Note

The **Embedded** option must be **Enabled** on Xerox MFPs running ECSP firmware version 1.5 or 2.0 in order for the attached card reader to operate normally.

b. In the **Device Log In Methods** section, select the preferred method.
c. In the **Accounting Information** section, select **Automatically apply Account Codes from the server**.

14. Click **Save** to apply the changes, then click **Close**.
15. Click **Close** again to return to the **Authentication & Authorization Setup** page.
16. In the left pane, click the **Security** > **Authentication** > **Tools & Feature Access**.



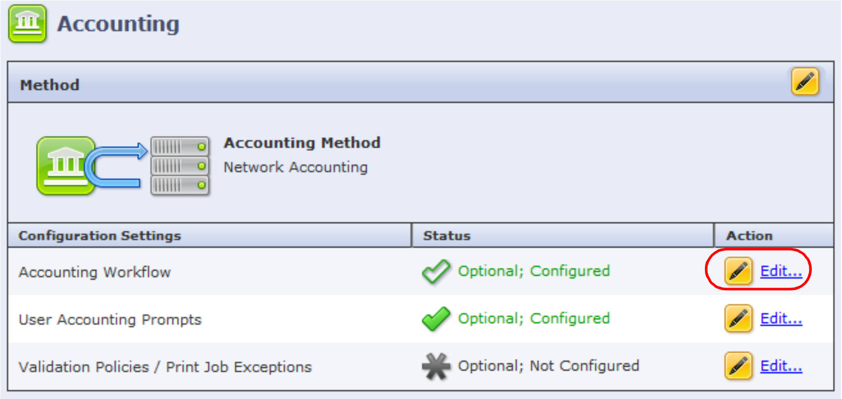
Tools & Feature Access

Presets

○ Open Access - Unlock All Tools and Features
● Custom Access

Name	State
Machine Status Pathway	Unlocked
Job Status Pathway	Unlocked
Services Pathway	Unlocked
Copy	Locked
Custom Services	Locked
ID Card Copy	Locked
Email	Locked
Internet Fax	Locked
Workflow Scanning	Locked
Server Fax	Locked

17. In the **Presets** section, select the **Custom Access** option to select the services you want to control access to.
    - **Unlocked** - the service appears on the control panel and is accessible without authentication.
    - **Locked** - the service appears on the MPF control panel, but cannot be accessed until the user authenticates.
    - **Hidden** - the service does not appear on the control panel.
18. Click **Apply** to complete the configuration of this MFP.
19. Logout of the MFP's configuration utility and close the web browser.
20. From the left pane, navigate to **Accounting > Network Accounting**. The **Accounting** screen displays:



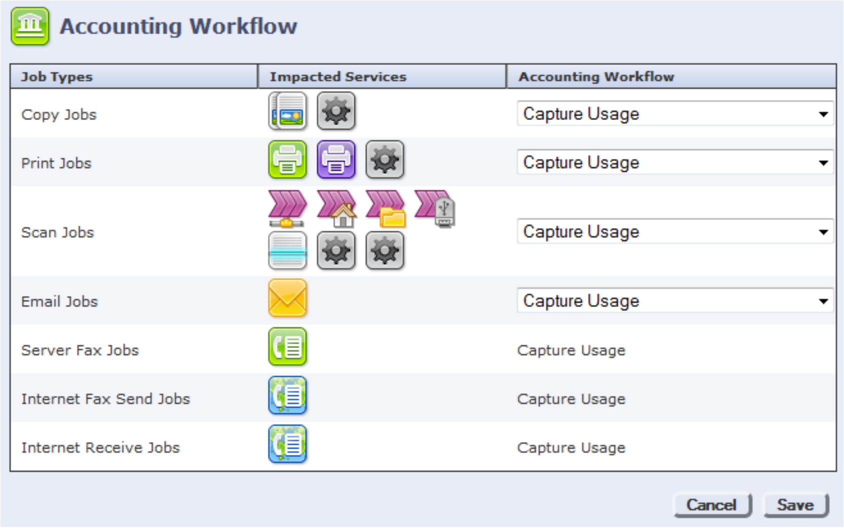
Accounting

Method

Accounting Method
Network Accounting

Configuration Settings	Status	Action
Accounting Workflow	✓ Optional; Configured	Edit...
User Accounting Prompts	✓ Optional; Configured	Edit...
Validation Policies / Print Job Exceptions	Optional; Not Configured	Edit...

21. From the **Accounting Workflow** row, click **Edit...** The **Accounting Workflow** screen displays:



Accounting Workflow

Job Types	Impacted Services	Accounting Workflow
Copy Jobs		Capture Usage
Print Jobs		Capture Usage
Scan Jobs		Capture Usage
Email Jobs		Capture Usage
Server Fax Jobs		Capture Usage
Internet Fax Send Jobs		Capture Usage
Internet Receive Jobs		Capture Usage

22. Select **Capture Usage** from the drop-down list of any service from which you want to record transactions.
23. Click **Save**.

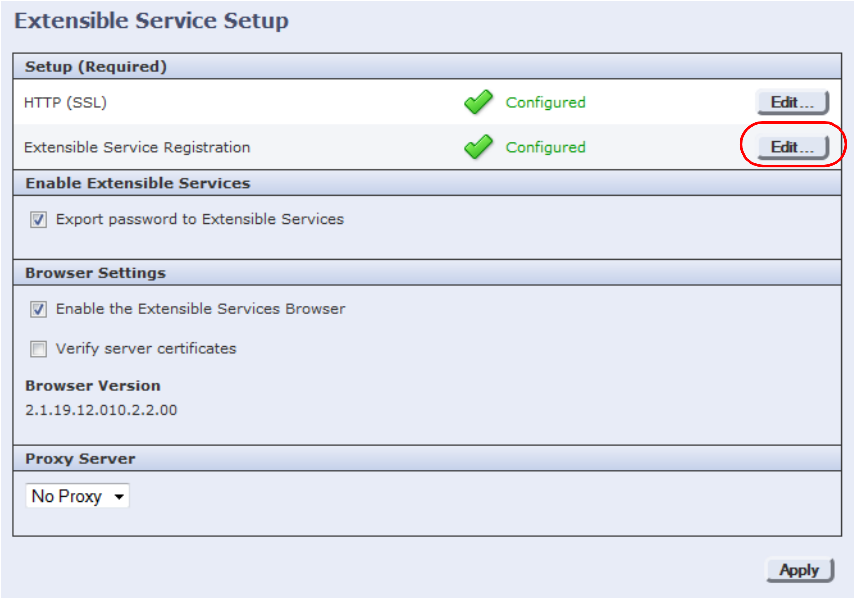
WorkCentre 75xx Series

You must configure the WorkCentre 75xx series MFPs from both the MFP Console and via the Internet Services interface. Before you perform the configuration, ensure that Custom Services is installed on the MFP.

Locating Custom Services

Xerox ECSP cannot be configured unless Custom Service is installed on the MFP. To determine if custom services is installed on a WorkCentre 75xx series, perform these steps:

1. Open a Web browser and enter the URL **http://<MFP IP address>** in the Address field.
2. Select the **Properties** tab, and login with your Administrator user ID and password when prompted.
3. In the left pane, select the **General Setup** folder, then select **Extensible Service Setup**.
4. Click the **Edit** button beside the **Extensible Service Registration** option.



Extensible Service Setup

Setup (Required)		
HTTP (SSL)	✓ Configured	Edit ...
Extensible Service Registration	✓ Configured	Edit ...

Enable Extensible Services

☑ Export password to Extensible Services

Browser Settings

☑ Enable the Extensible Services Browser

□ Verify server certificates

Browser Version

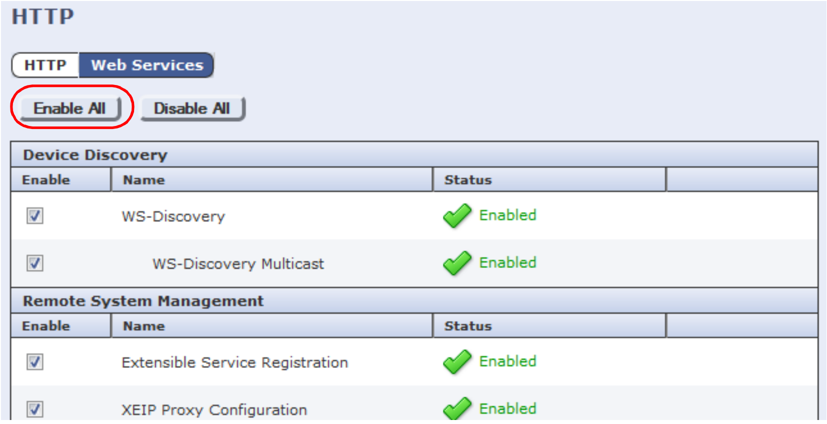
2.1.19.12.010.2.2.00

Proxy Server

No Proxy ▾

Apply

5. Click **Enable All**. The Custom Services button should now be present on the MFP user interface when All Services is selected.



HTTP

HTTP | Web Services

Enable All | Disable All

Device Discovery

Enable	Name	Status
☑	WS-Discovery	✓ Enabled
☑	WS-Discovery Multicast	✓ Enabled

Remote System Management

Enable	Name	Status
☑	Extensible Service Registration	✓ Enabled
☑	XEIP Proxy Configuration	✓ Enabled

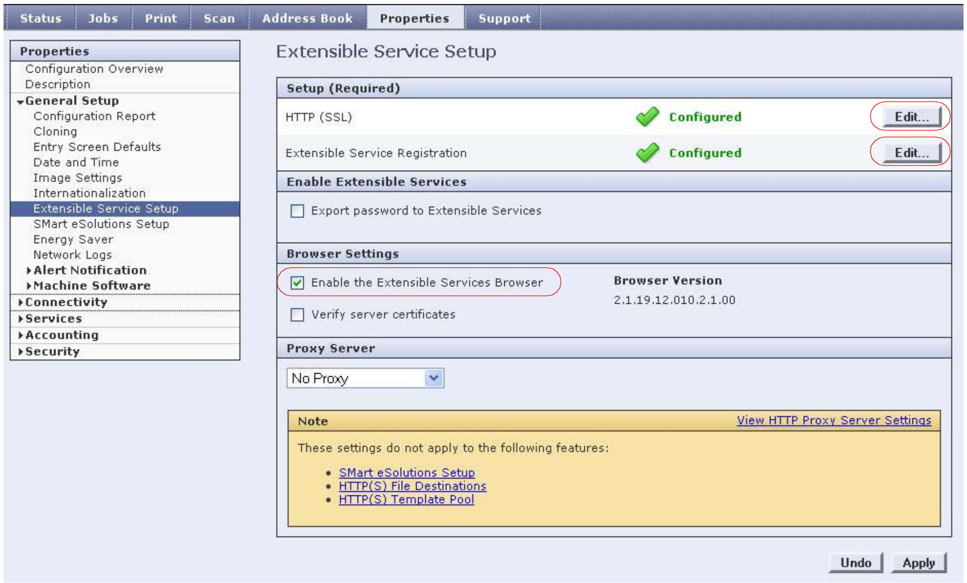
If you cannot access or locate these options, contact Xerox regarding correct installation of Custom Services.

On the MFP Console

1. Log into the **Tools** menu with your Administrator user ID and password.
2. Touch **All Services**. Ensure that you can see the **Custom Services** button. If not, power off/on the MFP and wait until the MFP is ready.
3. Enter the user name and password.
4. On the Machine Status screen, touch the **Tools** tab.
5. Touch **Accounting Settings > Accounting Mode**.
6. On the Accounting Mode screen, touch **Network Accounting**, then touch **Customize Prompts**.
7. On the Customize User Prompts screen, touch **Display Prompt 1 and 2,** then touch **Save**. Failure to set this option causes transactions to be recorded against "Unidentified user".
8. Set **Code Entry Validation** to **Disabled**.
9. Touch the **Save** button again to save all changes, then log off the MFP Console. Configuration at the console itself is now complete. You now need to complete the rest of the configuration via the web interface.

Configuration Via the Internet Services Interface

1. Open a Web browser and enter the URL **http://<MFP IP address>** in the Address field.
2. Select the **Properties** tab, and login with your User ID and Password when prompted.
3. In the left pane, click the **General Setup** folder, then select **Extensible Service Setup**. The **Extensible Service Setup** screen displays:



Extensible Service Setup

Setup (Required)

HTTP (SSL) ✓ Configured

Extensible Service Registration ✓ Configured

Enable Extensible Services

□ Export password to Extensible Services

Browser Settings

☑ Enable the Extensible Services Browser

□ Verify server certificates

Browser Version
2.1.19.12.010.2.1.00

Proxy Server

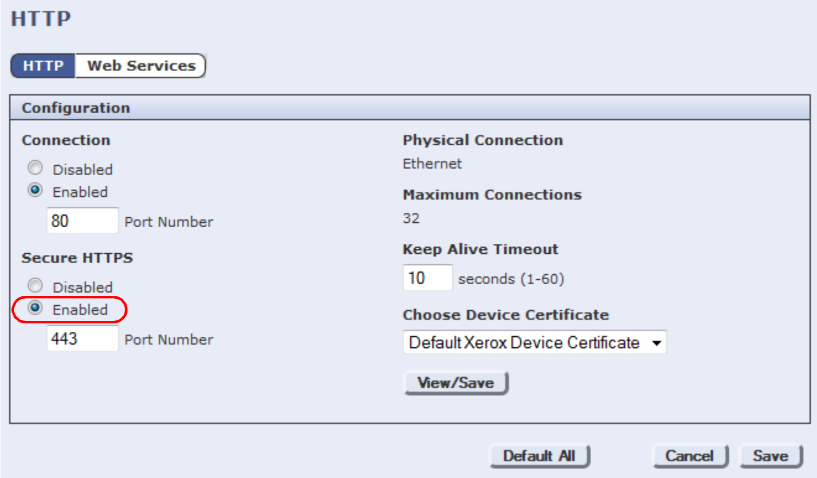
No Proxy

Note — View HTTP Proxy Server Settings

These settings do not apply to the following features:

- SMart eSolutions Setup
- HTTP(S) File Destinations
- HTTP(S) Template Pool

4. Click the **Edit** button beside the **HTTP (SSL)** option.
5. Ensure the **Secure HTTP (SSL)** option is set to **Enabled** (it is by default), then click **Save**.



Configuration

Connection
○ Disabled
● Enabled
80 Port Number

Secure HTTPS
○ Disabled
● Enabled
443 Port Number

Physical Connection
Ethernet

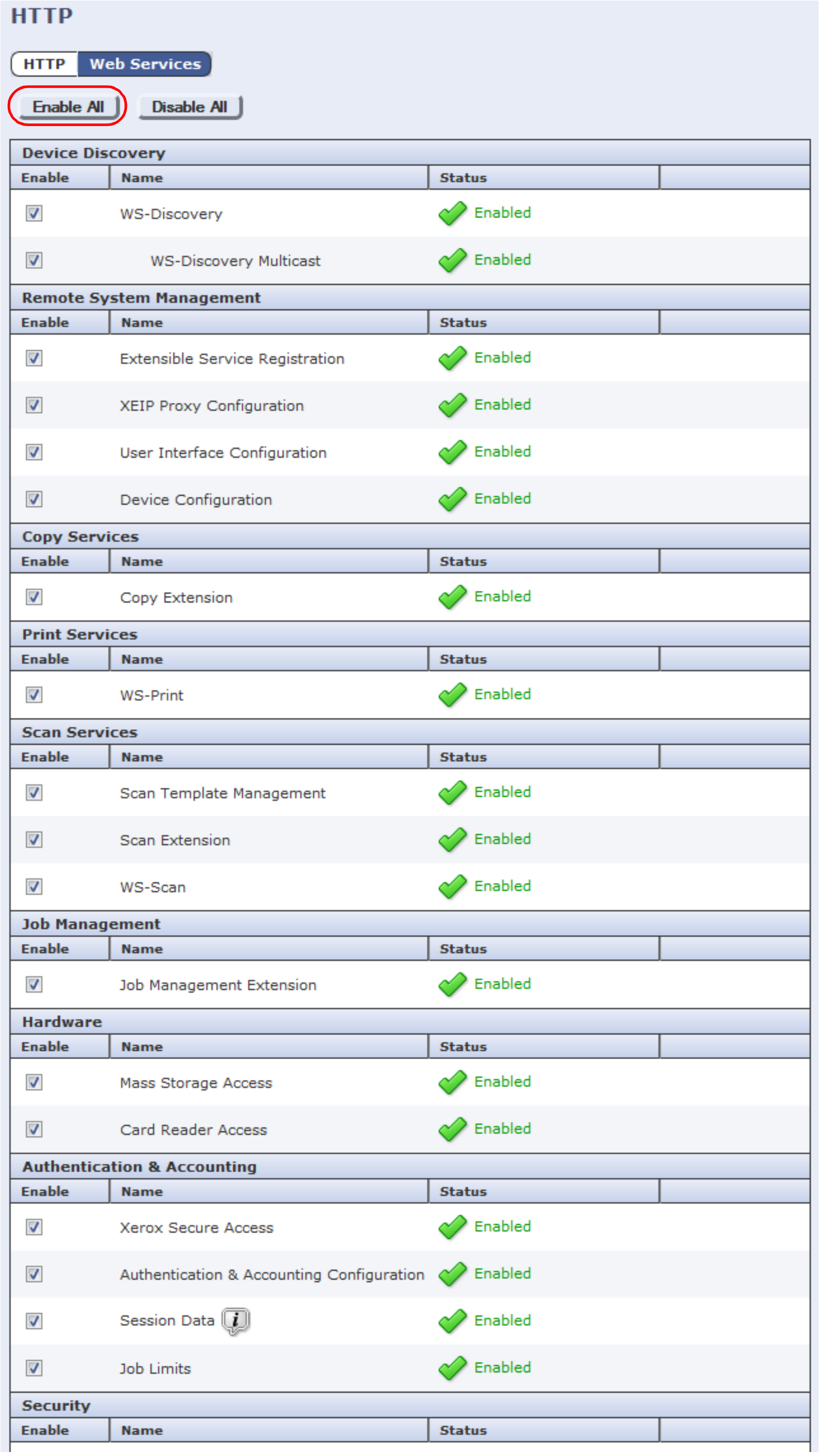
Maximum Connections
32

Keep Alive Timeout
10 seconds (1-60)

Choose Device Certificate
Default Xerox Device Certificate

6. Click the **Edit** button beside the **Extensible Service Registration** option.

7. Click **Enable All**, then click **Save**.



HTTP

Device Discovery

Enable	Name	Status
☑	WS-Discovery	✓ Enabled
☑	WS-Discovery Multicast	✓ Enabled

Remote System Management

Enable	Name	Status
☑	Extensible Service Registration	✓ Enabled
☑	XEIP Proxy Configuration	✓ Enabled
☑	User Interface Configuration	✓ Enabled
☑	Device Configuration	✓ Enabled

Copy Services

Enable	Name	Status
☑	Copy Extension	✓ Enabled

Print Services

Enable	Name	Status
☑	WS-Print	✓ Enabled

Scan Services

Enable	Name	Status
☑	Scan Template Management	✓ Enabled
☑	Scan Extension	✓ Enabled
☑	WS-Scan	✓ Enabled

Job Management

Enable	Name	Status
☑	Job Management Extension	✓ Enabled

Hardware

Enable	Name	Status
☑	Mass Storage Access	✓ Enabled
☑	Card Reader Access	✓ Enabled

Authentication & Accounting

Enable	Name	Status
☑	Xerox Secure Access	✓ Enabled
☑	Authentication & Accounting Configuration	✓ Enabled
☑	Session Data ℹ	✓ Enabled
☑	Job Limits	✓ Enabled

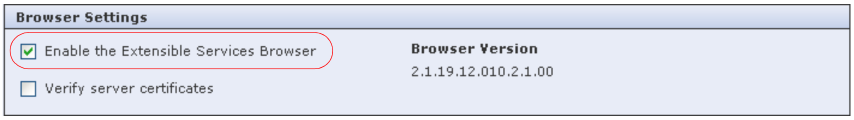
Security

Enable	Name	Status

Note

Ensure that both **Authentication & Accounting Configuration and Job Limits** are enabled. They are enabled by default. These services must be enabled via the Internet Services interface—not through the physical device. If these services are not enabled, errors occur when initializing the Xerox embedded device in System Manager, causing the Copy Stop feature to not work. Job Limits is not supported on all Xerox devices.

8. In the **Browser Settings** section on the **Extensible Service Setup** page, ensure the **Enable the Extensible Services Browser** check box is selected (it is by default). and click **Apply**.



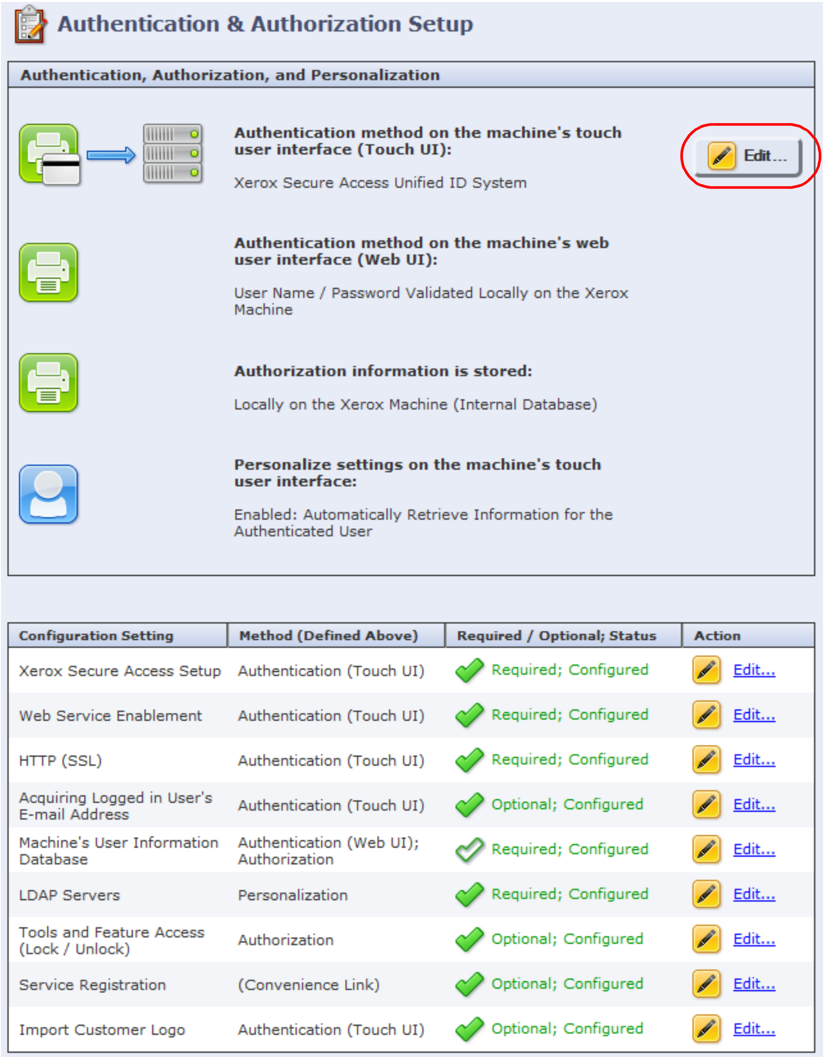
Browser Settings

☑ Enable the Extensible Services Browser

☐ Verify server certificates

Browser Version
2.1.19.12.010.2.1.00

9. In the left pane, click the **Security** >**Authentication** > **Setup.** The **Authentication & Authorization Setup** screen displays:



Authentication & Authorization Setup

Authentication, Authorization, and Personalization

Authentication method on the machine's touch user interface (Touch UI):
Xerox Secure Access Unified ID System

Edit...

Authentication method on the machine's web user interface (Web UI):
User Name / Password Validated Locally on the Xerox Machine

Authorization information is stored:
Locally on the Xerox Machine (Internal Database)

Personalize settings on the machine's touch user interface:
Enabled: Automatically Retrieve Information for the Authenticated User

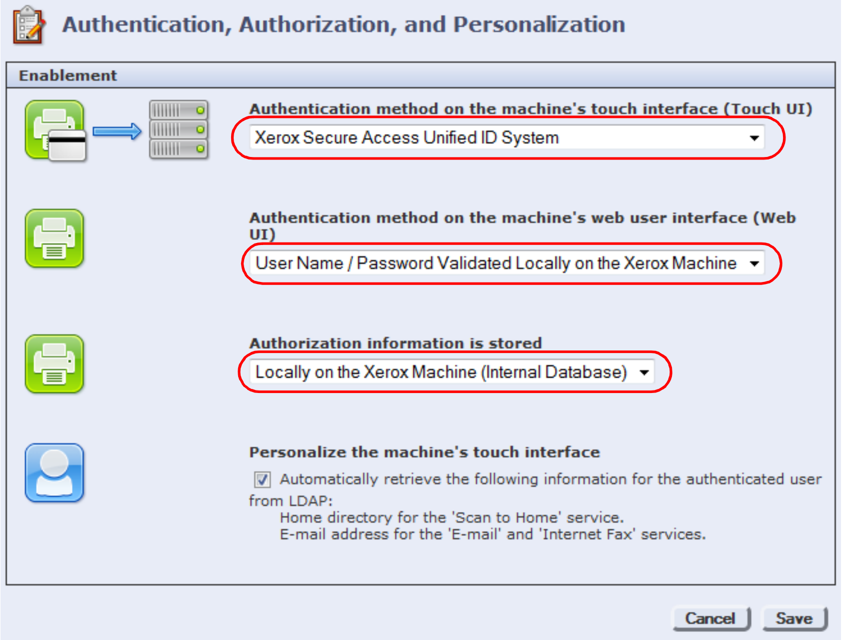
Configuration Setting	Method (Defined Above)	Required / Optional; Status	Action
Xerox Secure Access Setup	Authentication (Touch UI)	✓ Required; Configured	Edit...
Web Service Enablement	Authentication (Touch UI)	✓ Required; Configured	Edit...
HTTP (SSL)	Authentication (Touch UI)	✓ Required; Configured	Edit...
Acquiring Logged in User's E-mail Address	Authentication (Touch UI)	✓ Optional; Configured	Edit...
Machine's User Information Database	Authentication (Web UI); Authorization	✓ Required; Configured	Edit...
LDAP Servers	Personalization	✓ Required; Configured	Edit...
Tools and Feature Access (Lock / Unlock)	Authorization	✓ Optional; Configured	Edit...
Service Registration	(Convenience Link)	✓ Optional; Configured	Edit...
Import Customer Logo	Authentication (Touch UI)	✓ Optional; Configured	Edit...

10. Click the **Edit** button to change the Authentication method.

Note

If the copier has not been previously configured, you may need to click the *Next* button (instead of *Edit*) and then work through a wizard to configure the copier.

11. On the Authentication, Authorization and Personalization page, do the following:



Authentication, Authorization, and Personalization

Enablement

Authentication method on the machine's touch interface (Touch UI)

Xerox Secure Access Unified ID System

Authentication method on the machine's web user interface (Web UI)

User Name / Password Validated Locally on the Xerox Machine

Authorization information is stored

Locally on the Xerox Machine (Internal Database)

Personalize the machine's touch interface

☑ Automatically retrieve the following information for the authenticated user from LDAP:
Home directory for the 'Scan to Home' service.
E-mail address for the 'E-mail' and 'Internet Fax' services.

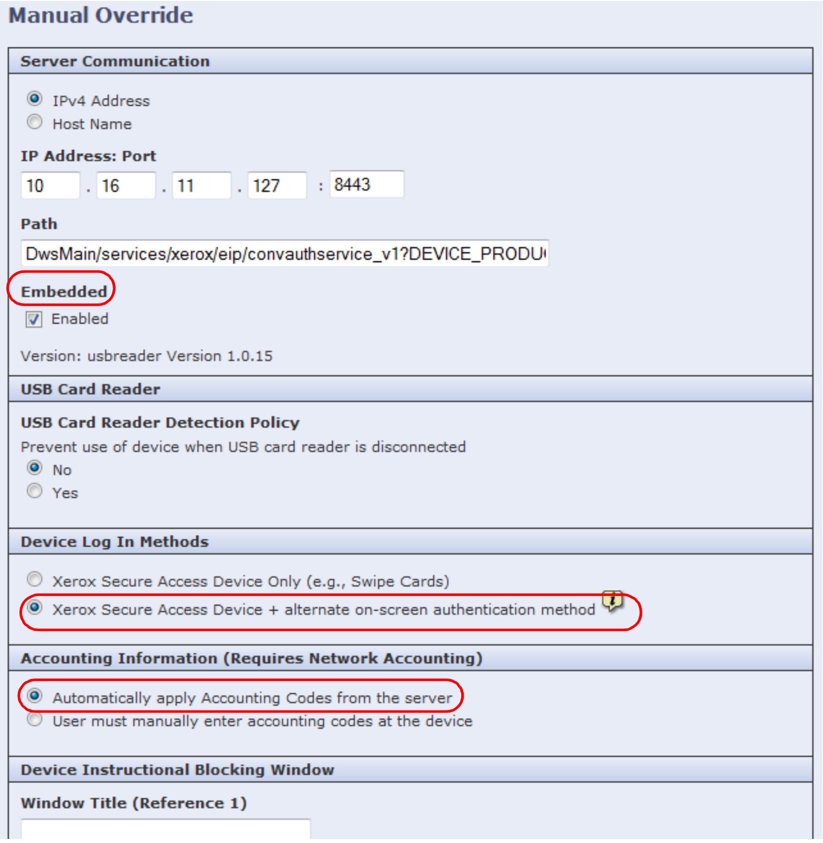
a. Select **Xerox Secure Access Unified ID System** from the **Authentication method on the machine’s touch interface** drop-down list.

b. Select **User Name/Password Validated Locally on the Xerox Machine** from the **Authentication method on the machine’s web user interface** drop-down list.

c. Select **Locally on the Xerox Machine** from the **Authorization information is stored** drop-down list.

d. Click **Save** to apply the changes.

12. On the **Xerox Access Setup** page, click the **Edit** button beside the **Xerox Secure Access Setup** option under Configuration Setting.
13. On the **Xerox Secure Access Setup** page, click the **Manually Override Settings** button. The Manual Override screen displays:



Manual Override

Server Communication

● IPv4 Address
○ Host Name

IP Address: Port

10 . 16 . 11 . 127 : 8443

Path

DwsMain/services/xerox/eip/convauthservice_v1?DEVICE_PRODU

Embedded

☑ Enabled

Version: usbreader Version 1.0.15

USB Card Reader

USB Card Reader Detection Policy

Prevent use of device when USB card reader is disconnected

● No
○ Yes

Device Log In Methods

○ Xerox Secure Access Device Only (e.g., Swipe Cards)
● Xerox Secure Access Device + alternate on-screen authentication method

Accounting Information (Requires Network Accounting)

● Automatically apply Accounting Codes from the server
○ User must manually enter accounting codes at the device

Device Instructional Blocking Window

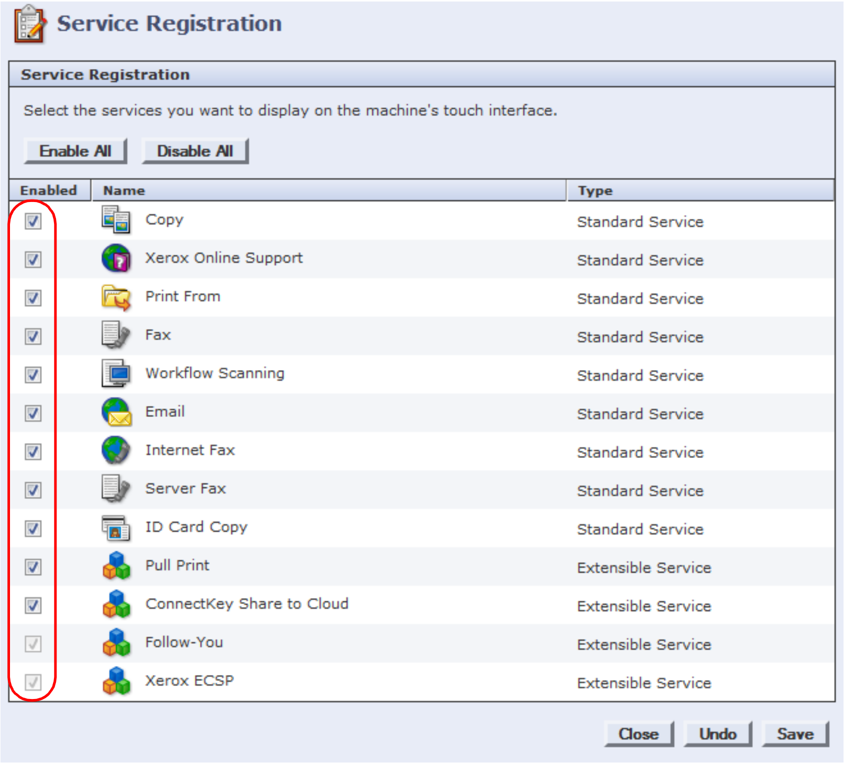
Window Title (Reference 1)

14. On the **Manual Override** page, set the following:
    a. In the **Server Communication** section, select the **Enabled** check box under the **Embedded** option if you use a standard Xerox card reader. If you use a generic card reader, deselect the check box.

       Note

       The **Embedded** option must be **Enabled** on Xerox MFPs running ECSP firmware version 1.5 or 2.0 in order for the attached card reader to operate normally.

    b. In the **Device Log In Methods** section, select the preferred method.
    c. In the **Accounting Information** section, select **Automatically apply Account Codes from the server**.
15. Click **Save** to apply the changes, then click **Close**.
16. Click **Close** again on the Xerox Secure Access Setup page to return to the main Authentication Configuration page.
17. Click the **Edit** button beside the **Service Registration** option. The **Service Registration** screen displays.
18. Select the services you want users to access, then click **Save**.



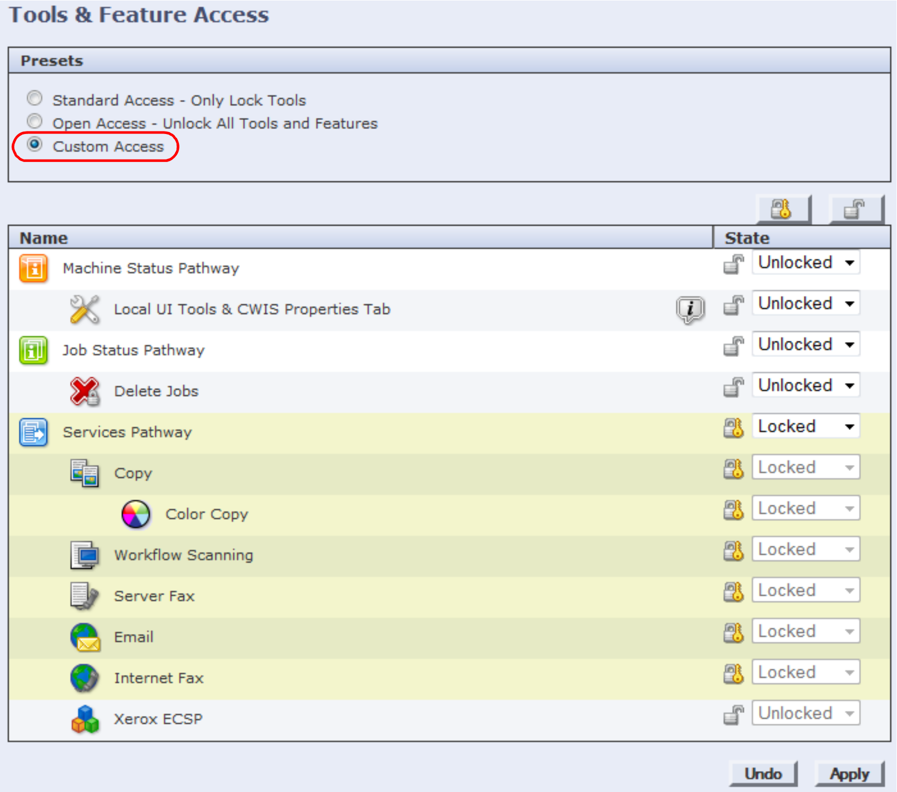
Service Registration

Service Registration

Select the services you want to display on the machine's touch interface.

Enabled	Name	Type
☑	Copy	Standard Service
☑	Xerox Online Support	Standard Service
☑	Print From	Standard Service
☑	Fax	Standard Service
☑	Workflow Scanning	Standard Service
☑	Email	Standard Service
☑	Internet Fax	Standard Service
☑	Server Fax	Standard Service
☑	ID Card Copy	Standard Service
☑	Pull Print	Extensible Service
☑	ConnectKey Share to Cloud	Extensible Service
☑	Follow-You	Extensible Service
☑	Xerox ECSP	Extensible Service

19. In the left pane, click **Security** > **Authentication** > **Tools & Feature Access**. The **Tools & Feature Access** screen displays:



Tools & Feature Access

Presets

○ Standard Access - Only Lock Tools
○ Open Access - Unlock All Tools and Features
● Custom Access

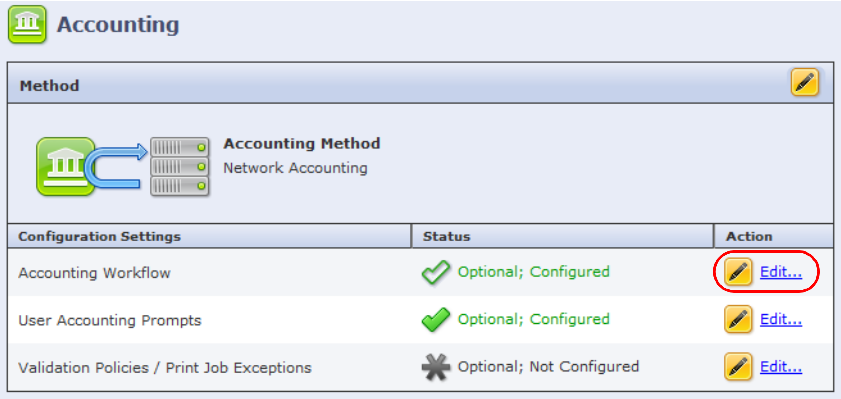
Name	State
Machine Status Pathway	Unlocked
Local UI Tools & CWIS Properties Tab	Unlocked
Job Status Pathway	Unlocked
Delete Jobs	Unlocked
Services Pathway	Locked
Copy	Locked
Color Copy	Locked
Workflow Scanning	Locked
Server Fax	Locked
Email	Locked
Internet Fax	Locked
Xerox ECSP	Unlocked

20. In the **Presets** section, select the **Custom Access** option to select the services you want to control access to:

- **Unlocked** - the service appears on the control panel and is accessible without authentication.
- **Locked** - the service appears on the MPF control panel, but cannot be accessed until the user authenticates.
- **Hidden** - the service does not appear on the control panel.

21. Click **Apply** to complete the configuration of this MFP.

22. From the left pane, navigate to **Accounting > Setup**. The **Accounting** screen displays:



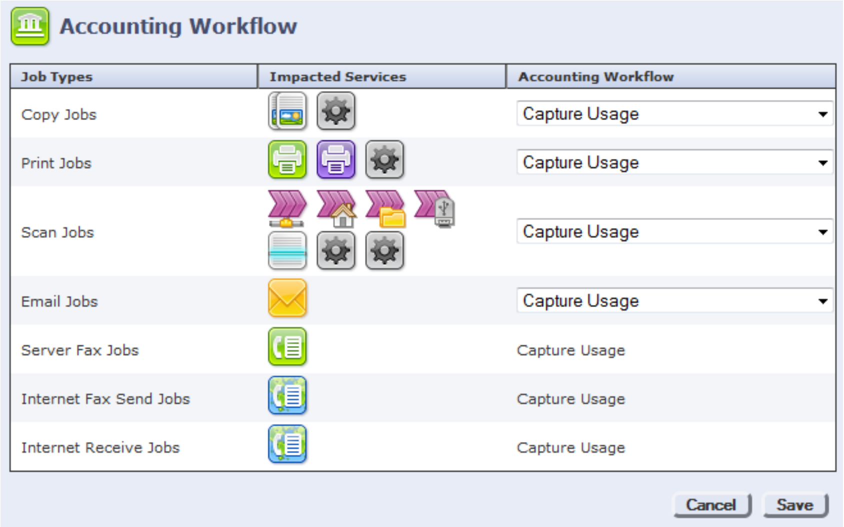
Accounting

Method

Accounting Method
Network Accounting

Configuration Settings	Status	Action
Accounting Workflow	Optional; Configured	Edit...
User Accounting Prompts	Optional; Configured	Edit...
Validation Policies / Print Job Exceptions	Optional; Not Configured	Edit...

23. From the **Accounting Workflow** row, click **Edit...** The **Accounting Workflow** screen displays:



Accounting Workflow

Job Types	Impacted Services	Accounting Workflow
Copy Jobs		Capture Usage
Print Jobs		Capture Usage
Scan Jobs		Capture Usage
Email Jobs		Capture Usage
Server Fax Jobs		Capture Usage
Internet Fax Send Jobs		Capture Usage
Internet Receive Jobs		Capture Usage

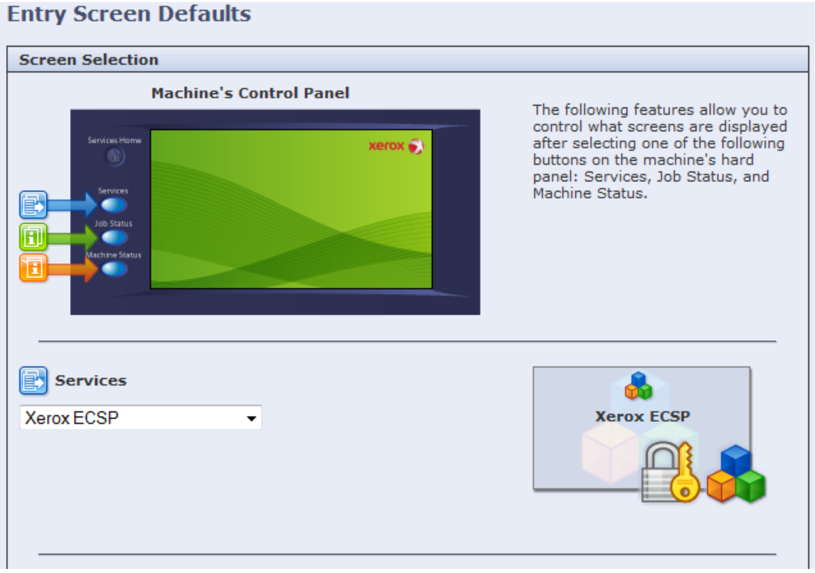
24. Select **Capture Usage** from the drop-down list of any service from which you want to record transactions.

25. Click **Save**.

Set the Default Landing Page

You must configure the device to display the Xerox ECSP options upon login. Follow these steps:

1. Open a Web browser and enter the URL **http://<MFP IP address>** in the Address field.
2. Select the **Properties** tab, and login with your User ID and Password when prompted.
3. In the left pane, navigate to **General Setup > Entry Screen Defaults. The Entry Screen Defaults** screen displays:



Entry Screen Defaults

Screen Selection

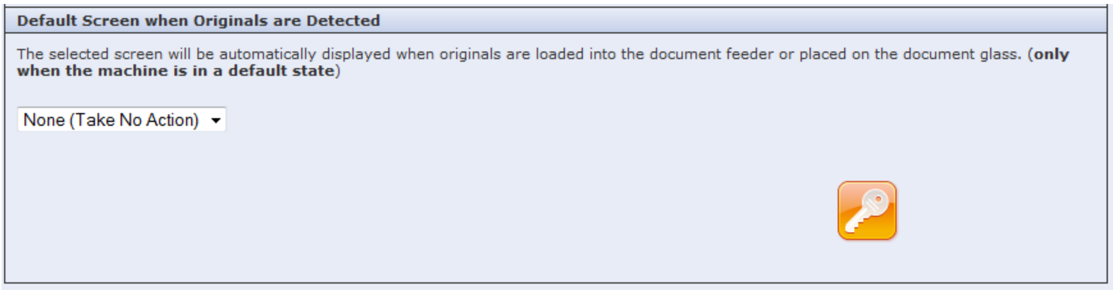
Machine's Control Panel

The following features allow you to control what screens are displayed after selecting one of the following buttons on the machine's hard panel: Services, Job Status, and Machine Status.

Services

Xerox ECSP

4. From the **Services** drop-down list, select **Xerox ECSP**.
5. From the **Default Screen when Originals are Detected** drop-down list, select **None (Take No Action)**:



Default Screen when Originals are Detected

The selected screen will be automatically displayed when originals are loaded into the document feeder or placed on the document glass. (**only when the machine is in a default state**)

None (Take No Action)

6. Click **Apply**.

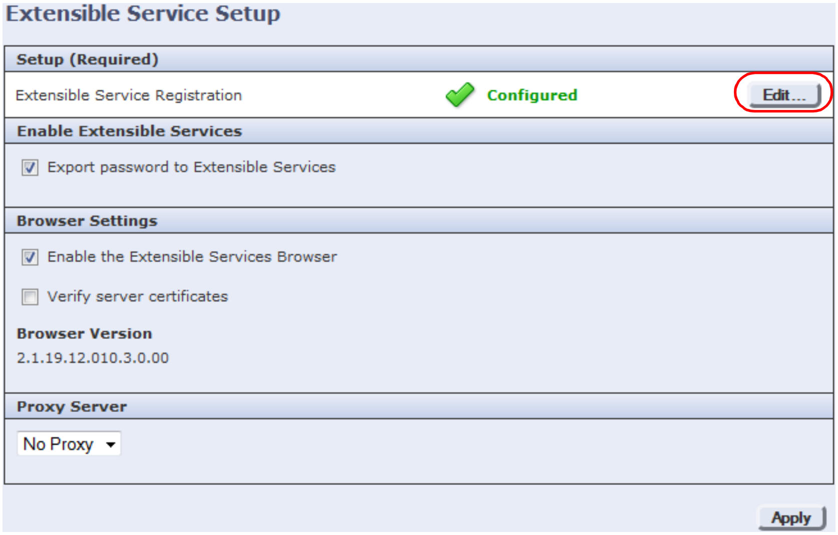
WorkCentre 58xx, 72xx, and 78xx Series

You must configure the WorkCentre 58xx and 78xx series MFP from both the MFP Console and via the Internet Services interface. Before you perform the configuration, ensure that Custom Services is installed on the MFP.

Locating Custom Services

Xerox ECSP cannot be configured unless Custom Service is installed on the MFP. To determine if custom services is installed on a WC75xx series, perform these steps:

1. Open a Web browser and enter the URL **http://<MFP IP address>** in the Address field.
2. Select the **Properties** tab, and login with your Administrator user ID and password when prompted.
3. In the left pane, select **General Setup** > **Extensible Service Setup**. The **Extensible Service Setup** screen displays.
4. Click the **Edit** button beside the **Extensible Service Registration** option.


Extensible Service Setup

Setup (Required)

Extensible Service Registration ✓ Configured

Enable Extensible Services

☑ Export password to Extensible Services

Browser Settings

☑ Enable the Extensible Services Browser

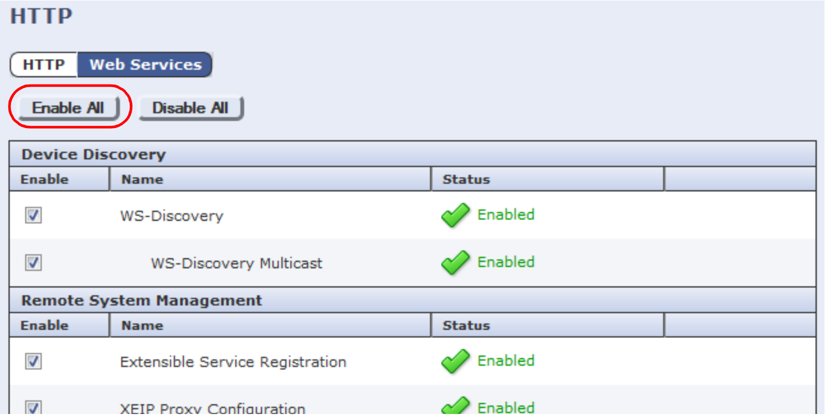
☐ Verify server certificates

Browser Version
2.1.19.12.010.3.0.00

Proxy Server

No Proxy

5. Click on **Enable All**. The Custom Services button should now be present on the MFP user interface when All Services is selected.


HTTP

Device Discovery

Enable	Name	Status
☑	WS-Discovery	✓ Enabled
☑	WS-Discovery Multicast	✓ Enabled

Remote System Management

Enable	Name	Status
☑	Extensible Service Registration	✓ Enabled
☑	XEIP Proxy Configuration	✓ Enabled

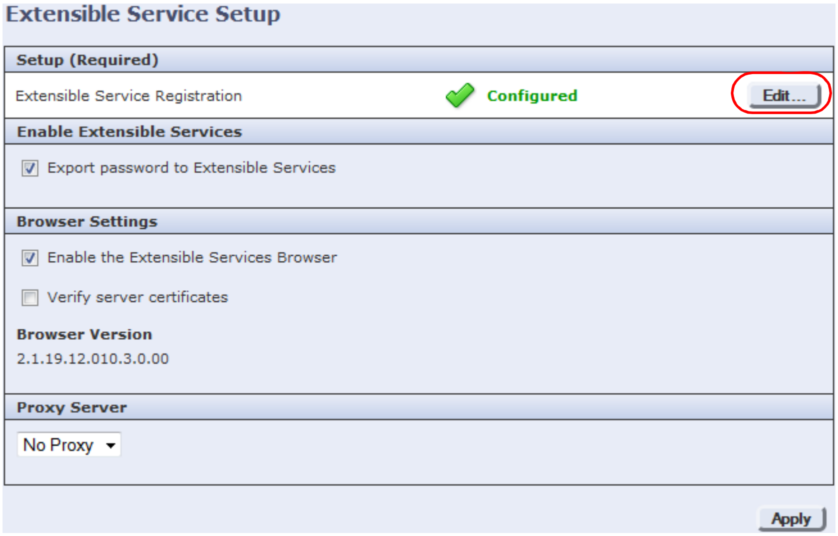
If you cannot access or locate these options, contact Xerox regarding correct installation of Custom Services.

On the MFP Console

1. Log into the **Tools** menu with your Administrator user ID and password.
2. Touch **All Services**. Ensure that you can see the **Custom Services** button. If not, power off/on the MFP and wait until the MFP is ready.
3. Enter the user name and password.
4. On the Machine Status screen, touch the **Tools** tab.
5. Touch **Accounting Settings > Accounting Mode**.
6. On the Accounting Mode screen, touch **Network Accounting**, then touch **Customize Prompts**.
7. On the Customize User Prompts screen, touch **Display Prompt 1 and 2,** then touch **Save**. Failure to set this option causes transactions to be recorded against "Unidentified user".
8. Set **Code Entry Validation** to **Disabled**.
9. Touch the **Save** button again to save all changes, then log off the MFP Console. Configuration at the console itself is now complete. You now need to complete the rest of the configuration via the web interface.

Configuration Via the Internet Services Interface

1. Open a Web browser and enter the URL **http://<MFP IP address>** in the Address field.
2. Select the **Properties** tab, and login with your User ID and Password when prompted.
3. In the left pane, click **General Setup** > **Extensible Service Setup**. The **Extensible Service Setup** screen displays.
4. Click the **Edit** button beside the **Extensible Service Registration** option.



Extensible Service Setup

Setup (Required)

Extensible Service Registration ✓ Configured [Edit...]

Enable Extensible Services

☑ Export password to Extensible Services

Browser Settings

☑ Enable the Extensible Services Browser

☐ Verify server certificates

Browser Version

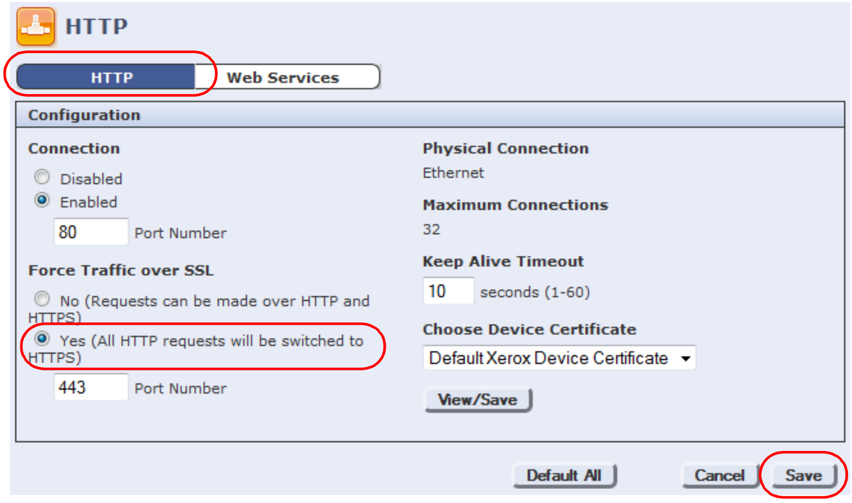
2.1.19.12.010.3.0.00

Proxy Server

No Proxy

[Apply]

5. Click **HTTP** to display the HTTP options.
6. Under **Select Force Traffic over SSL**, select **Yes**.Then click **Save**.



HTTP

[HTTP] [Web Services]

Configuration

Connection

○ Disabled

● Enabled

80 Port Number

Force Traffic over SSL

○ No (Requests can be made over HTTP and HTTPS)

● Yes (All HTTP requests will be switched to HTTPS)

443 Port Number

Physical Connection

Ethernet

Maximum Connections

32

Keep Alive Timeout

10 seconds (1-60)

Choose Device Certificate

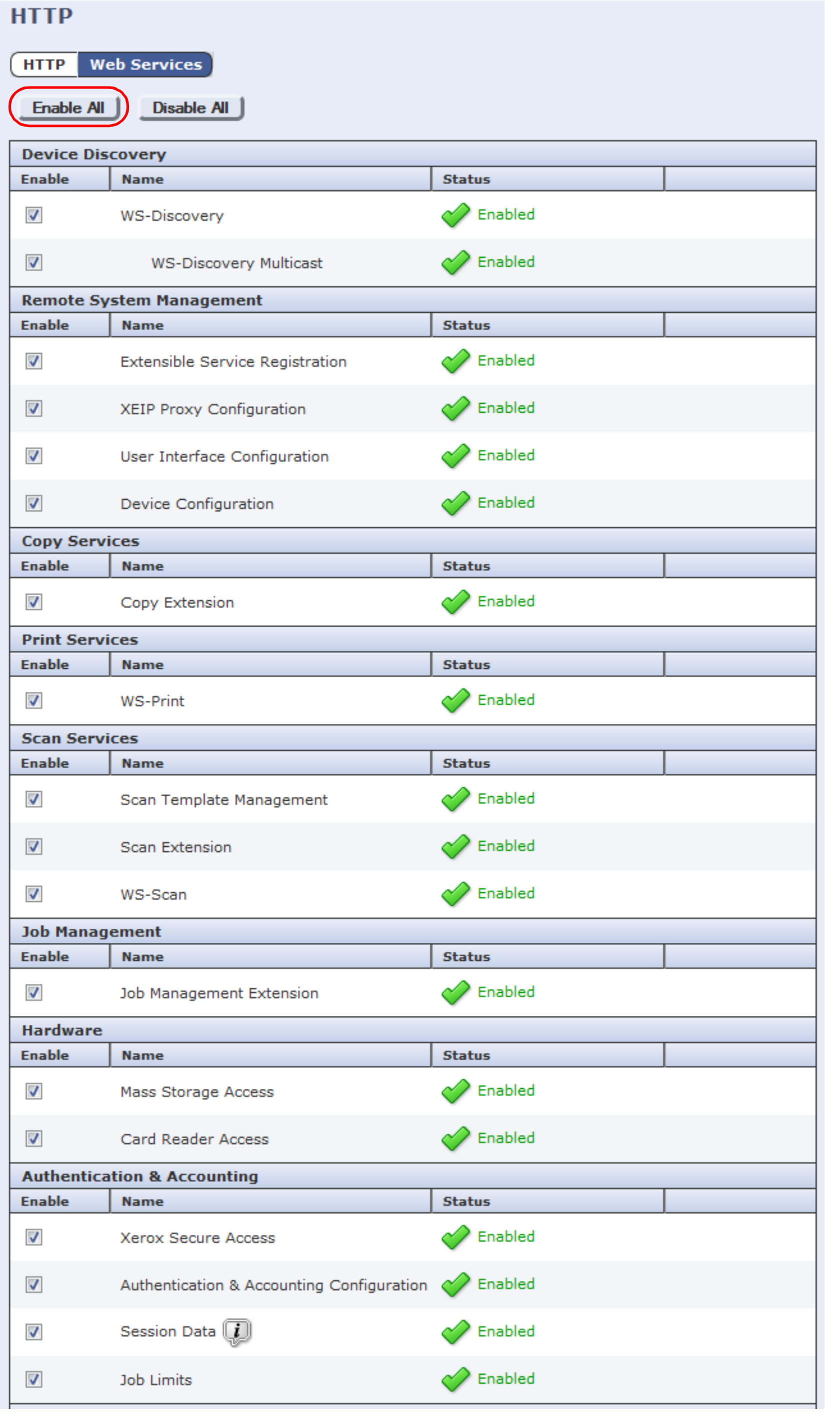
Default Xerox Device Certificate

[View/Save]

[Default All] [Cancel] [Save]

7. Click the **Edit** button beside the **Extensible Service Registration** option.

8. Click **Enable All**, then click **Save**.



Device Discovery

Enable	Name	Status
☑	WS-Discovery	✓ Enabled
☑	WS-Discovery Multicast	✓ Enabled

Remote System Management

Enable	Name	Status
☑	Extensible Service Registration	✓ Enabled
☑	XEIP Proxy Configuration	✓ Enabled
☑	User Interface Configuration	✓ Enabled
☑	Device Configuration	✓ Enabled

Copy Services

Enable	Name	Status
☑	Copy Extension	✓ Enabled

Print Services

Enable	Name	Status
☑	WS-Print	✓ Enabled

Scan Services

Enable	Name	Status
☑	Scan Template Management	✓ Enabled
☑	Scan Extension	✓ Enabled
☑	WS-Scan	✓ Enabled

Job Management

Enable	Name	Status
☑	Job Management Extension	✓ Enabled

Hardware

Enable	Name	Status
☑	Mass Storage Access	✓ Enabled
☑	Card Reader Access	✓ Enabled

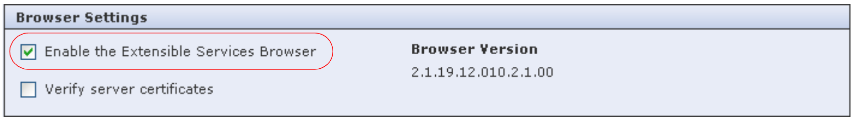
Authentication & Accounting

Enable	Name	Status
☑	Xerox Secure Access	✓ Enabled
☑	Authentication & Accounting Configuration	✓ Enabled
☑	Session Data	✓ Enabled
☑	Job Limits	✓ Enabled

Note

Ensure that both **Authentication & Accounting Configuration and Job Limits** are enabled. They are enabled by default. These services must be enabled via the Internet Services interface—not through the physical device. If these services are not enabled, errors occur when initializing the Xerox embedded device in System Manager, causing the Copy Stop feature to not work. Job Limits is not supported on all Xerox devices.

9. In the left pane, select **General > Extensible Services Setup**.
10. In the **Browser Settings** section on the **Extensible Service Setup** page, ensure the **Enable the Extensible Services Browser** check box is selected (it is by default). and click **Apply**.



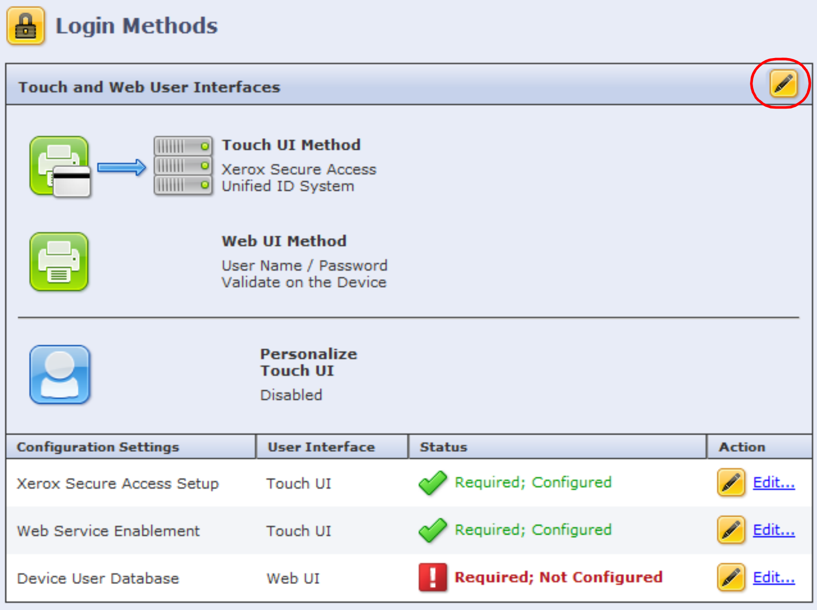
Browser Settings

☑ Enable the Extensible Services Browser

□ Verify server certificates

Browser Version
2.1.19.12.010.2.1.00

11. In the left pane, click the **Security > Authentication**, and then **Setup.** The **Login Methods** screen opens:



Login Methods

Touch and Web User Interfaces

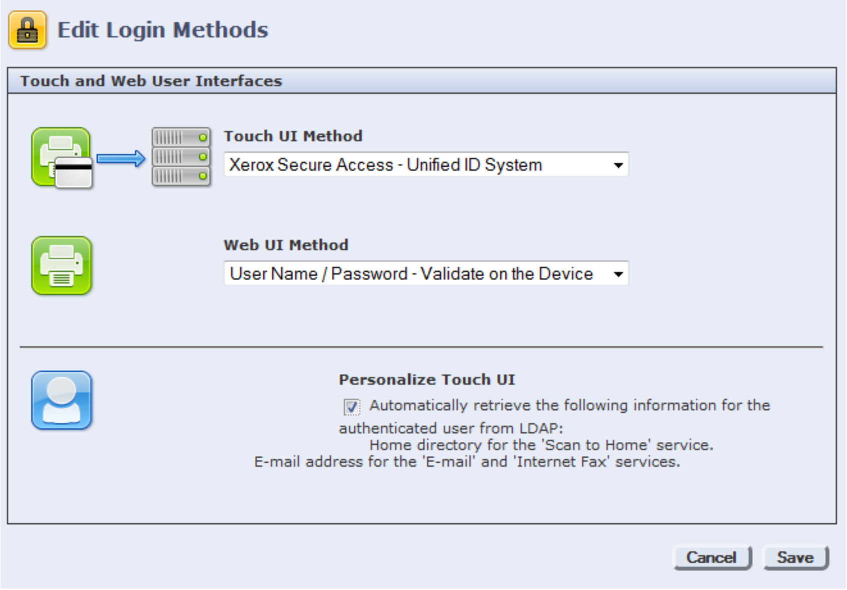
Touch UI Method
Xerox Secure Access
Unified ID System

Web UI Method
User Name / Password
Validate on the Device

Personalize
Touch UI
Disabled

Configuration Settings	User Interface	Status	Action
Xerox Secure Access Setup	Touch UI	✓ Required; Configured	Edit...
Web Service Enablement	Touch UI	✓ Required; Configured	Edit...
Device User Database	Web UI	! Required; Not Configured	Edit...

12. Click the **Edit** icon in the **Touch and Web User Interfaces** title bar. The **Edit Login Methods** screen opens:



Edit Login Methods

Touch and Web User Interfaces

Touch UI Method
Xerox Secure Access - Unified ID System

Web UI Method
User Name / Password - Validate on the Device

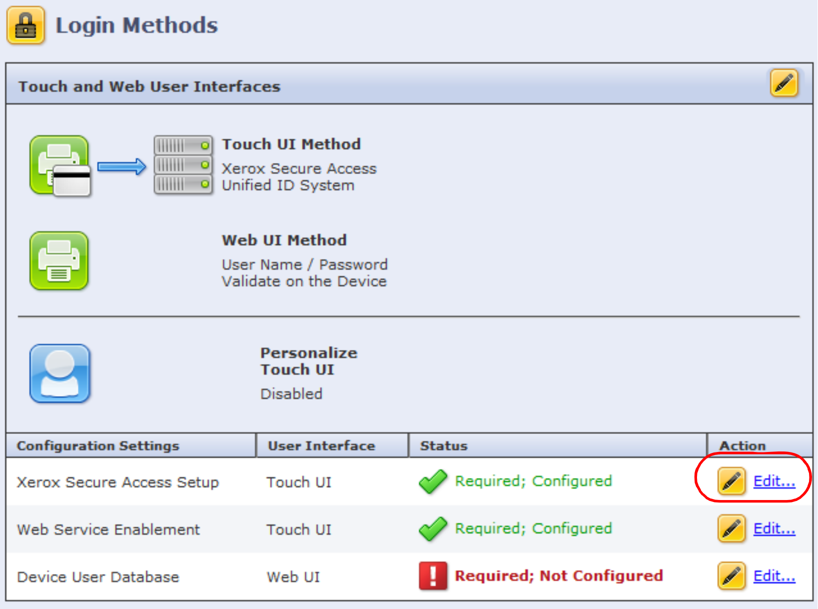
Personalize Touch UI
☑ Automatically retrieve the following information for the authenticated user from LDAP:
Home directory for the 'Scan to Home' service.
E-mail address for the 'E-mail' and 'Internet Fax' services.

a. From the **Touch UI Method** drop-down list, select **Xerox Secure Access - Unified ID System**.

b. From the **Web UI Method** drop-down list, select **User Name/Password - Validated on the Device**.

c. Click **Save** to apply the changes.

13. In the left pane, select **Security > Authentication (login)** to display the **Login Methods** screen.



Login Methods

Touch and Web User Interfaces

Touch UI Method
Xerox Secure Access
Unified ID System

Web UI Method
User Name / Password
Validate on the Device

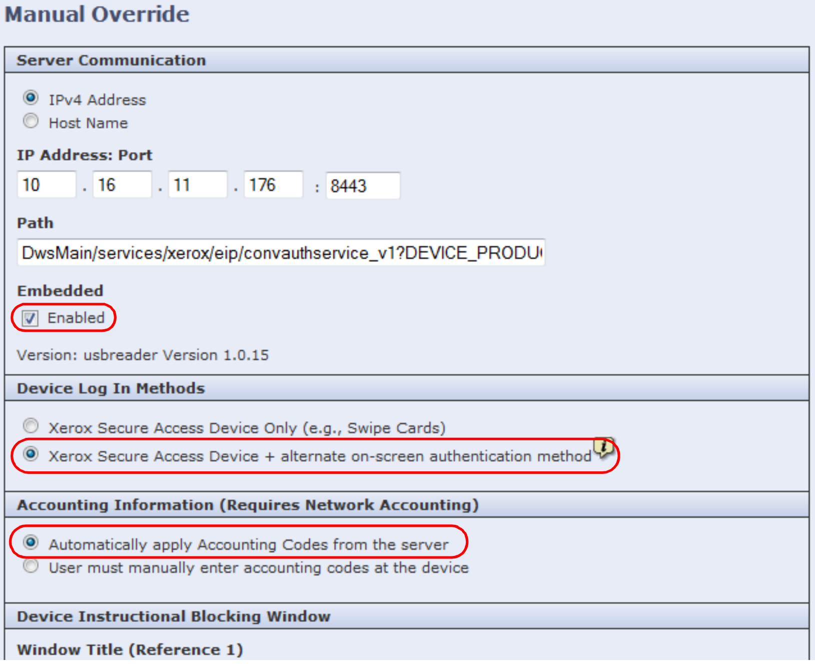
Personalize
Touch UI
Disabled

Configuration Settings	User Interface	Status	Action
Xerox Secure Access Setup	Touch UI	✓ Required; Configured	Edit...
Web Service Enablement	Touch UI	✓ Required; Configured	Edit...
Device User Database	Web UI	! Required; Not Configured	Edit...

14. Click the **Edit** link next to the **Xerox Secure Access Setup** option. The **Xerox Secure Access Setup** screen displays.

15. On the Xerox Secure Access Setup page, click the **Manually Override Settings** button. The **Manual Override** screen displays.

16. On the **Manual Override** screen, set the following:



Manual Override

Server Communication

● IPv4 Address
○ Host Name

IP Address: Port
10 . 16 . 11 . 176 : 8443

Path
DwsMain/services/xerox/eip/convauthservice_v1?DEVICE_PRODU

Embedded
☑ Enabled

Version: usbreader Version 1.0.15

Device Log In Methods

○ Xerox Secure Access Device Only (e.g., Swipe Cards)
● Xerox Secure Access Device + alternate on-screen authentication method

Accounting Information (Requires Network Accounting)

● Automatically apply Accounting Codes from the server
○ User must manually enter accounting codes at the device

Device Instructional Blocking Window

Window Title (Reference 1)

a. In the **Server Communication** section, select the **Enabled** check box under the **Embedded** option if you use a standard Xerox card reader. If you use a generic card reader, deselect the check box.

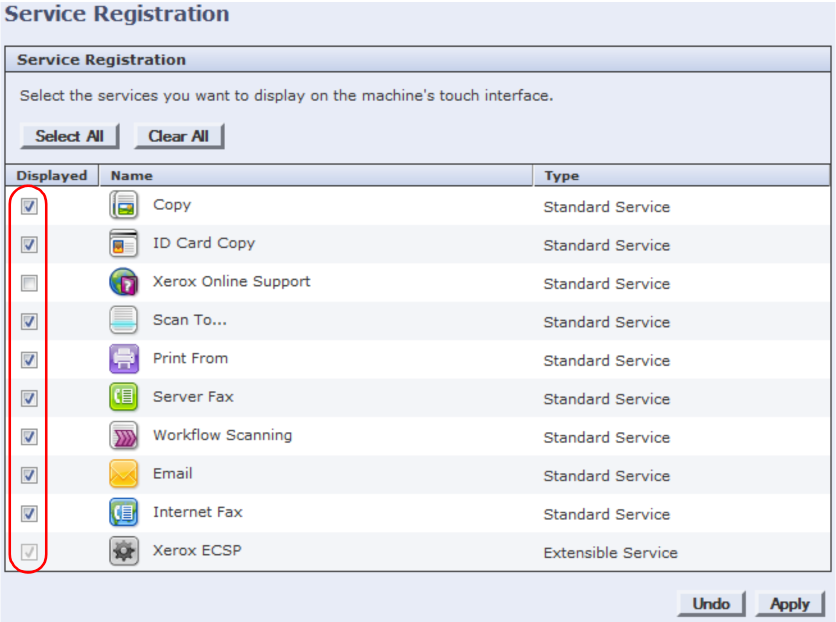
   Note

   The **Embedded** option must be **Enabled** on Xerox MFPs running ECSP firmware version 1.5 or 2.0 in order for the attached card reader to operate normally.

b. In the **Device Log In Methods** section, select the preferred method.

c. In the **Accounting Information** section, select **Automatically apply Accounting Codes from the server**.

17. Click **Save** to apply the changes, then click **Close**.
18. Click **Close** again on the Xerox Secure Access Setup page to return to the main Authentication Configuration page.
19. In the left pane, select **Services > Service Registration**. The **Service Registration** screen displays:



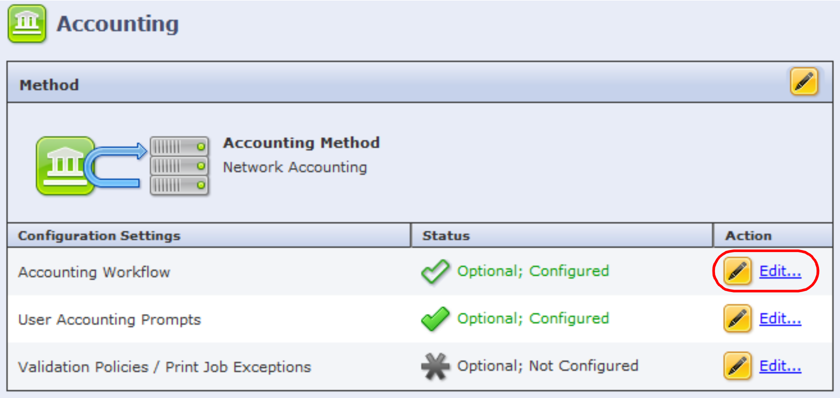
Service Registration

Service Registration

Select the services you want to display on the machine's touch interface.

Displayed	Name	Type
☑	Copy	Standard Service
☑	ID Card Copy	Standard Service
□	Xerox Online Support	Standard Service
☑	Scan To...	Standard Service
☑	Print From	Standard Service
☑	Server Fax	Standard Service
☑	Workflow Scanning	Standard Service
☑	Email	Standard Service
☑	Internet Fax	Standard Service
☑	Xerox ECSP	Extensible Service

20. Select the services you want users to access, then click **Apply**.
21. From the left pane, navigate to **Login/Permission/Accounting > Accounting Method**. The **Accounting** screen displays:



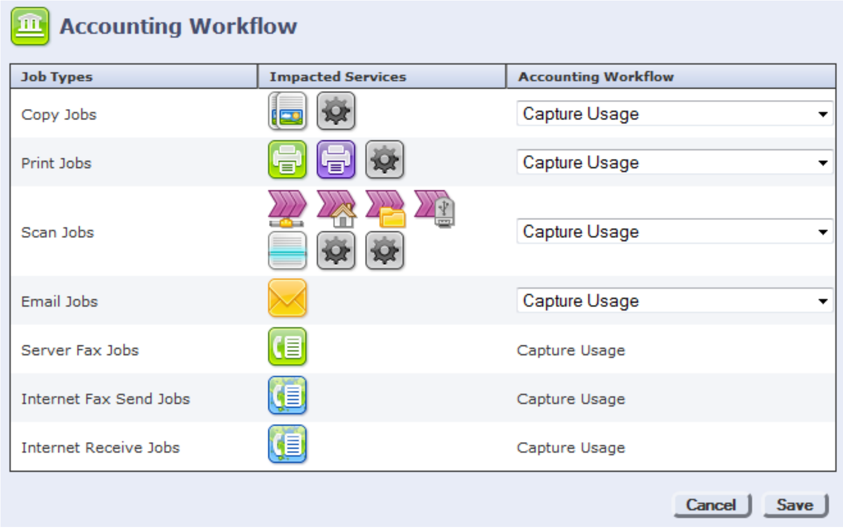
Accounting

Method

Accounting Method
Network Accounting

Configuration Settings	Status	Action
Accounting Workflow	✓ Optional; Configured	Edit...
User Accounting Prompts	✓ Optional; Configured	Edit...
Validation Policies / Print Job Exceptions	Optional; Not Configured	Edit...

22. From the **Accounting Workflow** row, click **Edit...** The **Accounting Workflow** screen displays:



Accounting Workflow

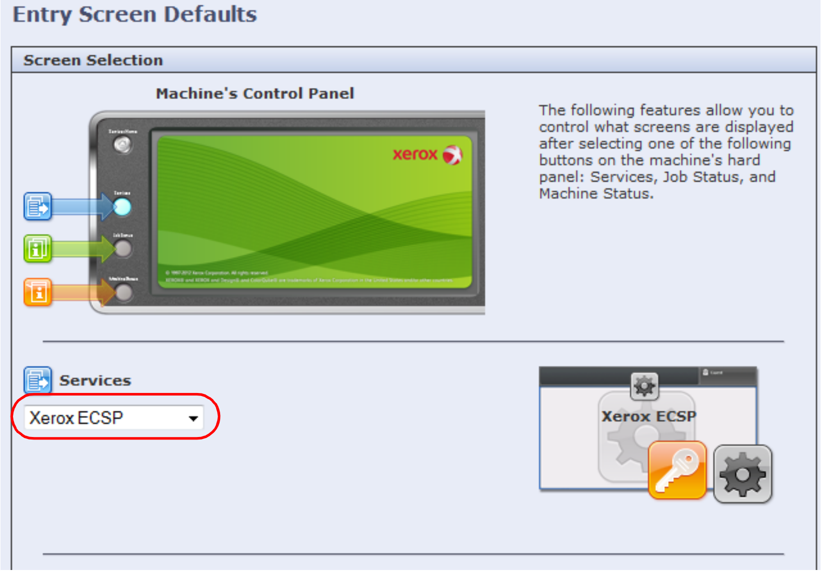
Job Types	Impacted Services	Accounting Workflow
Copy Jobs		Capture Usage
Print Jobs		Capture Usage
Scan Jobs		Capture Usage
Email Jobs		Capture Usage
Server Fax Jobs		Capture Usage
Internet Fax Send Jobs		Capture Usage
Internet Receive Jobs		Capture Usage

23. Select **Capture Usage** from the drop-down list of any service from which you want to record transactions.
24. Click **Save**.

Set the Default Landing Page

You must configure the device to display the Xerox ECSP options upon login. Follow these steps:

1. Open a Web browser and enter the URL **http://<MFP IP address>** in the Address field.
2. Select the **Properties** tab, and login with your User ID and Password when prompted.
3. In the left pane, navigate to **General Setup > Entry Screen Defaults. The Entry Screen Defaults** screen displays:



Entry Screen Defaults

Screen Selection

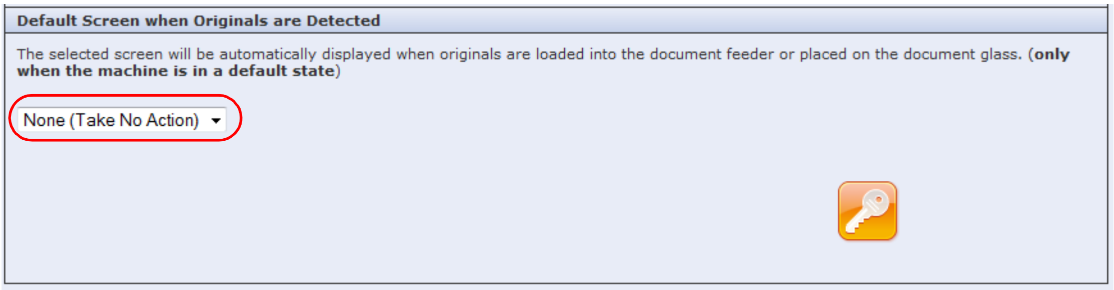
Machine's Control Panel

The following features allow you to control what screens are displayed after selecting one of the following buttons on the machine's hard panel: Services, Job Status, and Machine Status.

Services

Xerox ECSP

4. From the **Services** drop-down list, select **Xerox ECSP**.
5. From the **Default Screen when Originals are Detected** drop-down list, select **None (Take No Action)**:



Default Screen when Originals are Detected

The selected screen will be automatically displayed when originals are loaded into the document feeder or placed on the document glass. (**only when the machine is in a default state**)

None (Take No Action)

6. Click **Apply**.

ColorQube™ 93xx, 92xx or 89xx Series

You must configure the ColorQube 93xx, 92xx or 89xx Series MFP from both the MFP Console and via the Internet Services interface. Before you perform the configuration, ensure that Custom Services is installed on the MFP.

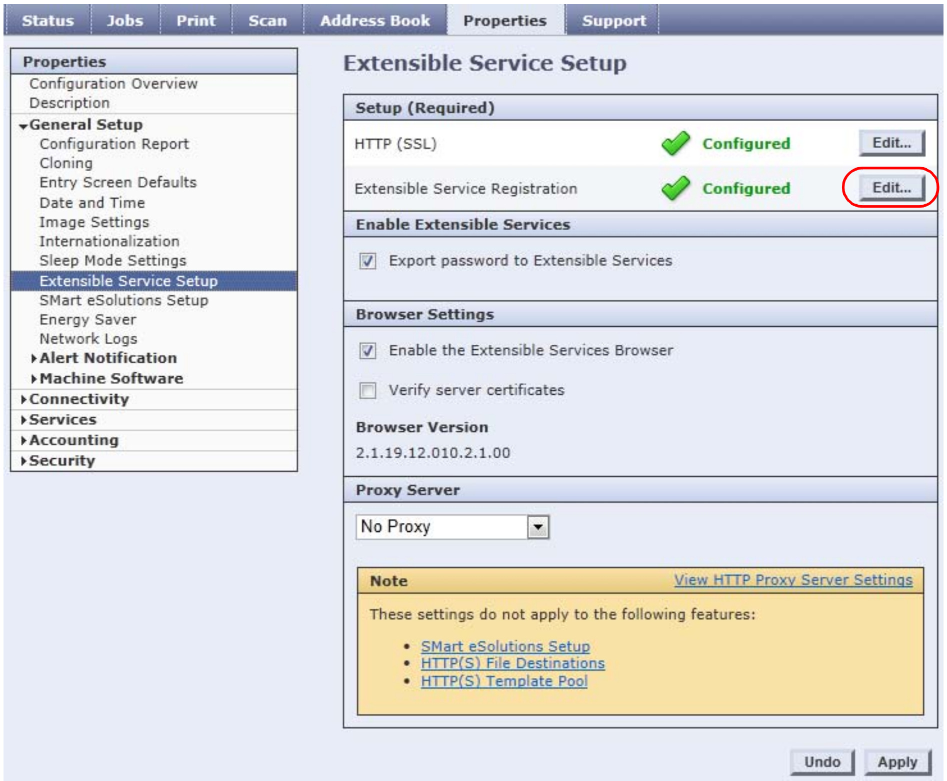
Note

This document assumes that any 89xx devices are running upgraded firmware that allows the device to function as a "ConnectKey" device. Devices with older firmware do not follow these instructions. For information about identifying which firmware version your device is running, see the Xerox support web site.

Locating Custom Services

Xerox ECSP cannot be configured unless Custom Service is installed on the MFP. To determine if custom services is installed on a WC77xx series and ColorQube 93xx, 92xx or 89xx Series, perform these steps:

1. Open a Web browser and enter the URL **http://<MFP IP address>** in the Address field.
2. Login with your Administrator user ID and password.
3. Select the **Properties** tab.
4. In the left pane, select the **General Setup** folder, then select **Extensible Service Setup**.
5. Click the **Edit** button beside the **Extensible Service Registration** option.



Extensible Service Setup

Setup (Required)

HTTP (SSL)	✓ Configured	Edit...
Extensible Service Registration	✓ Configured	Edit...

Enable Extensible Services

☑ Export password to Extensible Services

Browser Settings

☑ Enable the Extensible Services Browser

□ Verify server certificates

Browser Version

2.1.19.12.010.2.1.00

Proxy Server

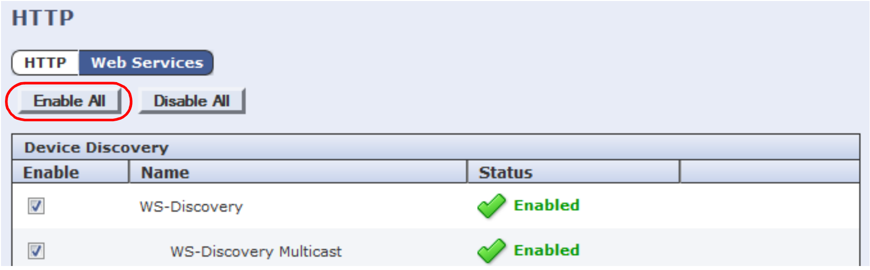
No Proxy

Note

These settings do not apply to the following features:

- SMart eSolutions Setup
- HTTP(S) File Destinations
- HTTP(S) Template Pool

6. Click on **Enable All**. The **Custom Services** button should now be present on the MFP user interface when **All Services** is selected.



Device Discovery

Enable	Name	Status
☑	WS-Discovery	✓ Enabled
☑	WS-Discovery Multicast	✓ Enabled

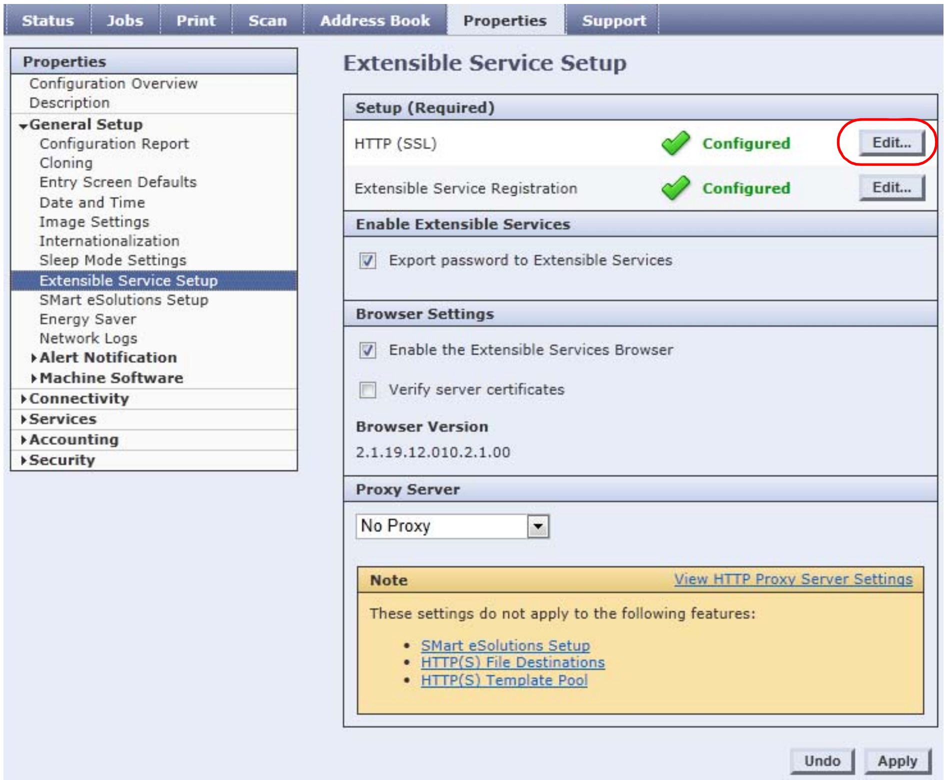
If you cannot access or locate these options, contact Xerox regarding correct installation of Custom Services.

On the MFP Console

1. Log into the **Tools** menu with your Administrator user ID and password.
2. Touch **All Services**. Ensure that you can see the **Custom Services** button. If not, power off/on the MFP and wait until the MFP is ready.
3. Enter the user name and password.
4. On the Machine Status screen, touch the **Tools** tab.
5. Touch **Accounting Settings > Accounting Mode**.
6. On the Accounting Mode screen, touch **Network Accounting**, then touch **Customize Prompts**.
7. On the Customize User Prompts screen, touch **Display Prompt 1 and 2,** then touch **Save**. Failure to set this option causes transactions to be recorded against "Unidentified user".
8. Set **Code Entry Validation** to **Disabled**.
9. Touch the **Save** button again to save all changes, then log off the MFP Console. Configuration at the console itself is now complete. You now need to complete the rest of the configuration via the web interface.

Configuration Via the Internet Services Interface

1. Open a Web browser and enter the URL **http://<MFP IP address>** in the Address field.
2. Select the **Properties** tab, and login with your User ID and Password when prompted.
3. In the left pane, click the **General Setup** folder, then select **Extensible Service Setup**.
4. Click the **Edit** button beside the **HTTP (SSL)** option.



Extensible Service Setup

Setup (Required)

HTTP (SSL) ✓ Configured

Extensible Service Registration ✓ Configured

Enable Extensible Services

☑ Export password to Extensible Services

Browser Settings

☑ Enable the Extensible Services Browser

□ Verify server certificates

Browser Version

2.1.19.12.010.2.1.00

Proxy Server

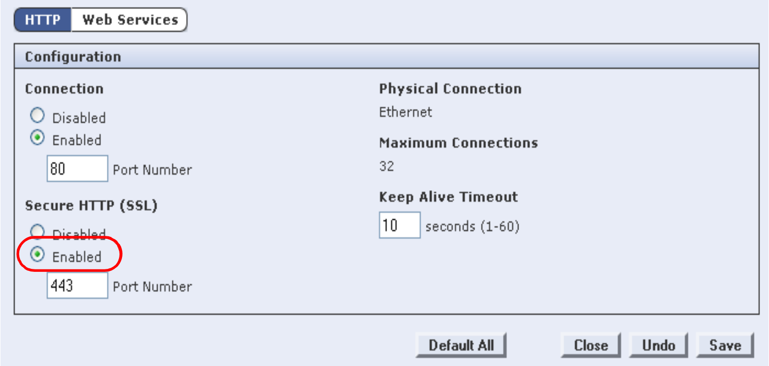
No Proxy

Note View HTTP Proxy Server Settings

These settings do not apply to the following features:

- SMart eSolutions Setup
- HTTP(S) File Destinations
- HTTP(S) Template Pool

5. Set the **Secure HTTP (SSL)** option to **Enabled,** then click **Save**.



Configuration

Connection

○ Disabled
● Enabled
80 Port Number

Secure HTTP (SSL)

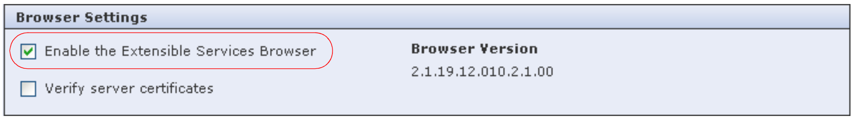
○ Disabled
● Enabled
443 Port Number

Physical Connection
Ethernet

Maximum Connections
32

Keep Alive Timeout
10 seconds (1-60)

6. In the **Browser Settings** section on the **Extensible Service Setup** page, ensure the **Enable the Extensible Services Browser** check box is selected (it is by default). and click **Apply**.



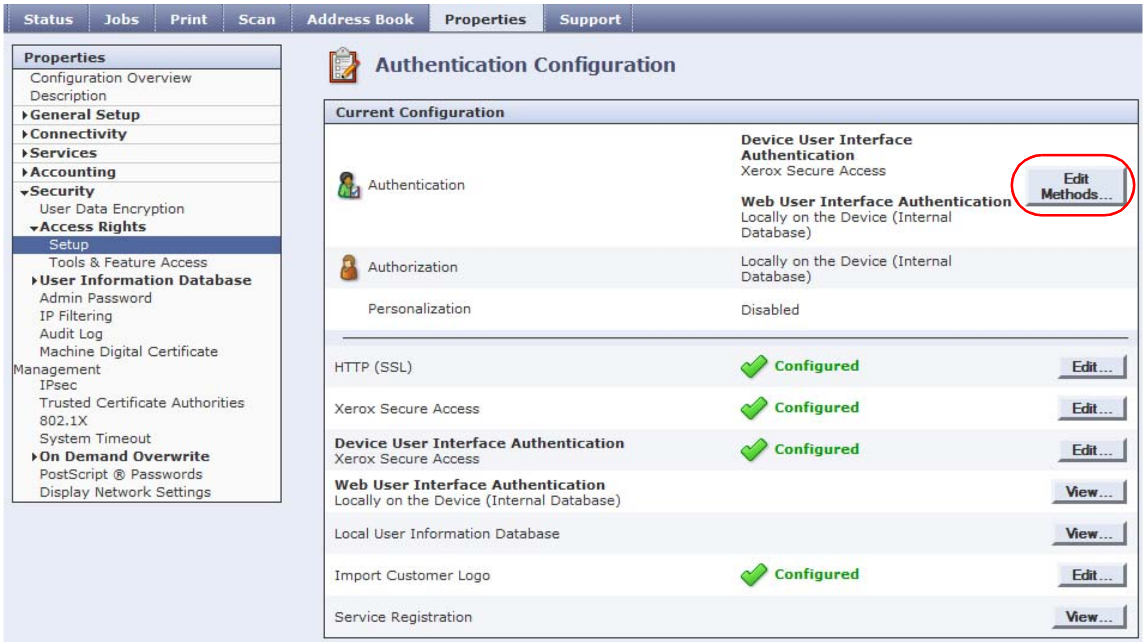
Browser Settings

☑ Enable the Extensible Services Browser

□ Verify server certificates

Browser Version
2.1.19.12.010.2.1.00

7. In the left pane, click **Security** > **Access Rights** > **Setup**. The **Authentication Configuration** screen displays.
8. In the right pane, click **Edit Methods** to change the Authentication method.



Authentication Configuration

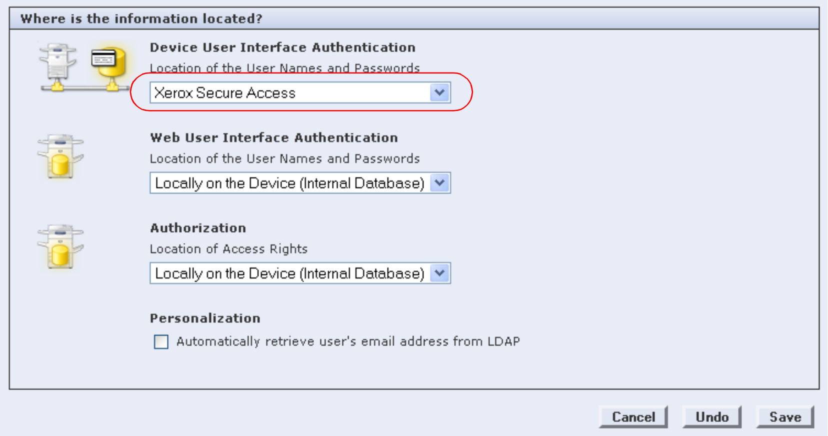
Current Configuration

Authentication	**Device User Interface Authentication** Xerox Secure Access **Web User Interface Authentication** Locally on the Device (Internal Database)	Edit Methods...
Authorization	Locally on the Device (Internal Database)	
Personalization	Disabled	
HTTP (SSL)	✓ Configured	Edit...
Xerox Secure Access	✓ Configured	Edit...
Device User Interface Authentication Xerox Secure Access	✓ Configured	Edit...
Web User Interface Authentication Locally on the Device (Internal Database)		View...
Local User Information Database		View...
Import Customer Logo	✓ Configured	Edit...
Service Registration		View...

Note

If the copier has not been previously configured, you may need to click the **Next** button (instead of **Edit Methods**) and then work through a wizard to configure the copier.

9. Select **Xerox Secure Access** from the **Device User Interface Authentication** drop-down list. Leave both **Web User Interface Authentication** and **Authorization** options set to **Locally on the Device**.



Where is the information located?

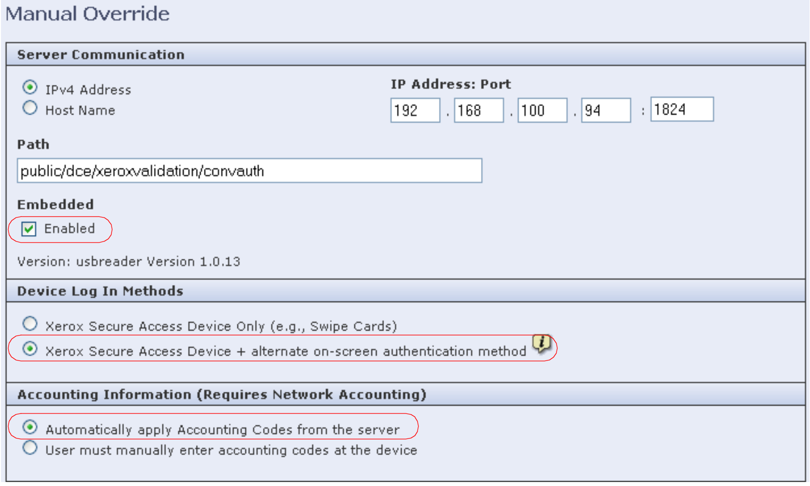
Device User Interface Authentication
Location of the User Names and Passwords
Xerox Secure Access

Web User Interface Authentication
Location of the User Names and Passwords
Locally on the Device (Internal Database)

Authorization
Location of Access Rights
Locally on the Device (Internal Database)

Personalization
□ Automatically retrieve user's email address from LDAP

10. Click **Save** to apply the changes.
11. On the **Authentication Configuration** page, click the **Edit** button beside the **Device User Interface Authentication** option.
12. On the **Xerox Secure Access Setup** page, click the **Manually Override Settings** button. The **Manual Override** screen displays:



Manual Override

Server Communication

● IPv4 Address
○ Host Name

IP Address: Port
192 . 168 . 100 . 94 : 1824

Path
public/dce/xeroxvalidation/convauth

Embedded
☑ Enabled

Version: usbreader Version 1.0.13

Device Log In Methods

○ Xerox Secure Access Device Only (e.g., Swipe Cards)
● Xerox Secure Access Device + alternate on-screen authentication method

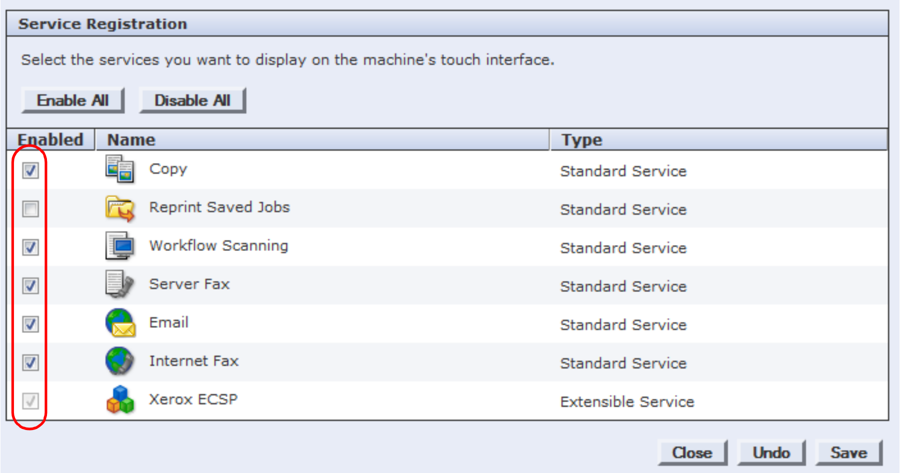
Accounting Information (Requires Network Accounting)

● Automatically apply Accounting Codes from the server
○ User must manually enter accounting codes at the device

13. On the **Manual Override** page, set the following:
    a. In the **Server Communication** section, select the **Enabled** check box under the **Embedded** option if you use a standard Xerox card reader. If you use a generic card reader, deselect the check box.

b. In the **Device Log In Methods** section, select the preferred method.

14. In the **Accounting Information** section, select **Automatically apply Account Codes from the server**.
15. Click **Save** to apply the changes, then click **Close**.
16. Click **Close** again on the Xerox Secure Access Setup page to return to the main Authentication Configuration page.
17. Click the **View** button beside the **Service Registration** option.
18. Select the services you want users to access, then click **Save**.

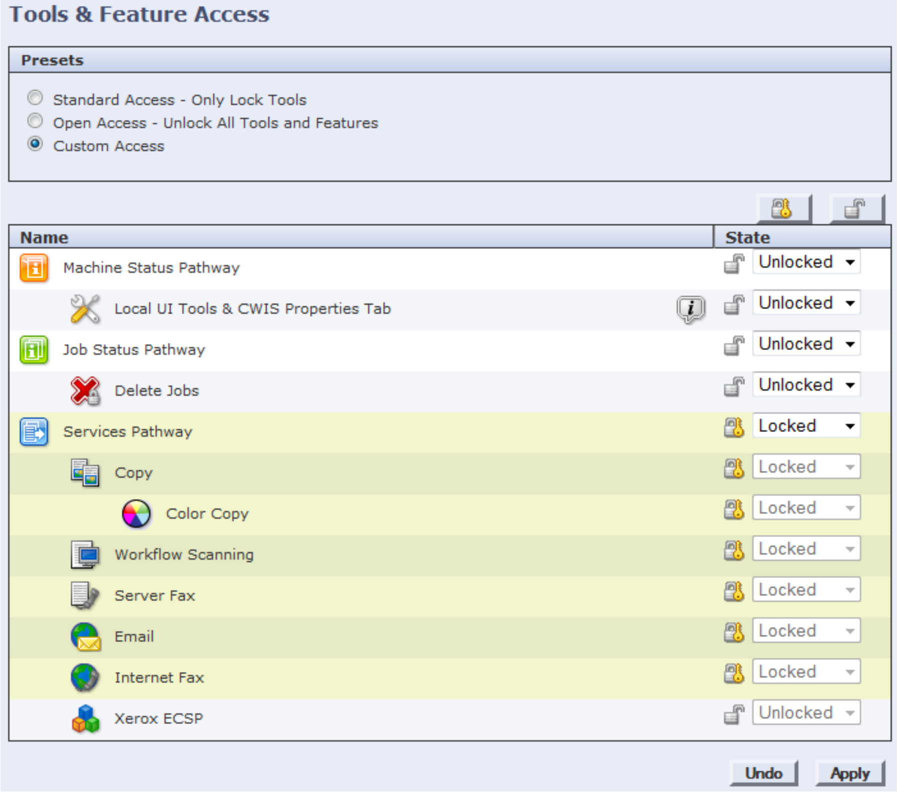


Service Registration

Select the services you want to display on the machine's touch interface.

Enabled	Name	Type
☑	Copy	Standard Service
☐	Reprint Saved Jobs	Standard Service
☑	Workflow Scanning	Standard Service
☑	Server Fax	Standard Service
☑	Email	Standard Service
☑	Internet Fax	Standard Service
☑	Xerox ECSP	Extensible Service

19. In the left pane, click **Security** > **Access Rights** > **Tools & Feature Access**. The **Tools & Feature Access** screen displays:



Tools & Feature Access

Presets

○ Standard Access - Only Lock Tools
○ Open Access - Unlock All Tools and Features
● Custom Access

Name	State
Machine Status Pathway	Unlocked
Local UI Tools & CWIS Properties Tab	Unlocked
Job Status Pathway	Unlocked
Delete Jobs	Unlocked
Services Pathway	Locked
Copy	Locked
Color Copy	Locked
Workflow Scanning	Locked
Server Fax	Locked
Email	Locked
Internet Fax	Locked
Xerox ECSP	Unlocked

20. In the **Presets** section, select the **Custom Access** option to select the services you want to control access to.
    - **Unlocked** - the service appears on the control panel and is accessible without authentication.
    - **Locked** - the service appears on the MPF control panel, but cannot be accessed until the user authenticates.
    - **Hidden** - the service does not appear on the control panel.
21. Click **Apply** to complete the configuration of this MFP.
22. Logout of the MFP's configuration utility and close the web browser.

3

Server-Side Configuration

Topics

To enable Xerox Secure Access, you must configure the MFPs and the core accounting server (CAS). Follow the steps below in the order they are presented to ensure a successful install.

Licensing Embedded Devices

The Xerox Secure Access system utilizes a 6 tier licensing structure which allows licenses to be assigned on a per device basis. The license tiers are as follows:

Authentication – Any time the user approaches a device and authenticates themselves, they are using an Authentication license. This could be for a PageCounter, ID Controller, Web Release or Embedded device. Desktop Printing is not considered authentication.

- Licenses are assigned per device where authentication is required.
- Does not require a prerequisite.

Follow-You Printing® – Allows the user the ability to release a job from a device with this license assigned to it. Includes Web Release, PageCounter, Embedded and ID Controller.

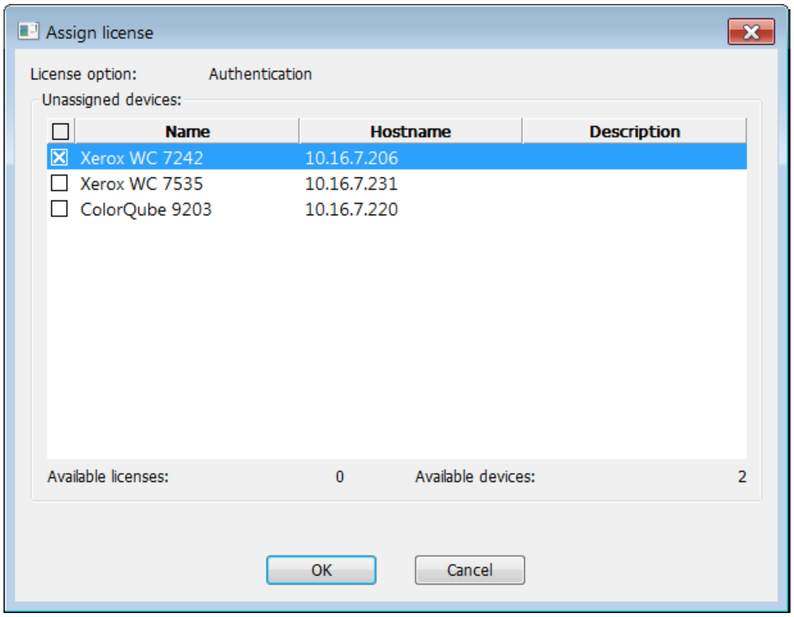
- License are assigned per device where Follow-You Printing is required.
- Requires an Authentication license as a prerequisite.

Assigning Licenses to Devices

Licenses must be assigned to each printer that will use that particular feature.

To assign a license, do the following:

1. Open **System Manager**, and select **Licensing** in the left pane.
2. Select the **Assignment View tab to open the** list of all assigned licenses.
3. Expand or right-click the desired license option, and select **Add** to open the **Assign license** dialog box.



License option: Authentication

Unassigned devices:

☐	Name	Hostname	Description
☒	Xerox WC 7242	10.16.7.206	
☐	Xerox WC 7535	10.16.7.231	
☐	ColorQube 9203	10.16.7.220	

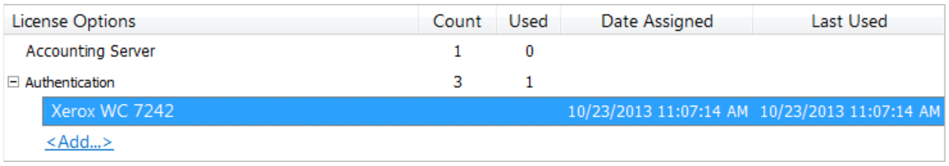
Available licenses: 0 Available devices: 2

4. On the **Assign license** dialog box, select the checkbox for the device(s) to assign the license to.

   At the bottom of the dialog box is a counter displaying the number of available licenses and available devices. These numbers decrease with every license assigned.

5. Click **OK** after the licenses have been assigned to the desired devices.

The devices assigned to the license now display under the selected license option.



License Options	Count	Used	Date Assigned	Last Used
Accounting Server	1	0		
⊟ Authentication	3	1		
Xerox WC 7242			10/23/2013 11:07:14 AM	10/23/2013 11:07:14 AM
<Add...>				

To remove an assigned license from a device, right-click the device and select **Remove assignment**. The number of used licenses will be adjusted accordingly.

Configuring Printer Ports on DRE Print Servers

Controlled Xerox MFPs must use an Equitrac® Port (rather than standard TCP/IP ports) to enable secure printing. If you are configuring a secure print environment, ensure that your devices comply with this requirement.

You can create Xerox printer ports directly for new devices, or convert existing devices from standard TCP/IP ports into Xerox ports. For new devices, see Add a Printer on an Equitrac Printer Port (below). Alternatively, new devices can be created using standard TCP/IP ports and then converted it to Xerox ports. For existing devices, see Convert an Existing TCP/IP Port to Equitrac Port on page 5. Converting from TCP/IP to Xerox ports allows them to be quickly converted back to TCP/IP ports to determine if reported errors within the print environment are due to the server or the normal print environment.

Add a Printer on an Equitrac Printer Port

To create Xerox printer ports for new devices, do the following:

1. Using the standard Windows interface, open the **Add Printer** wizard.
2. Follow the prompts to **add a local printer** and create a new port.
3. Select **Equitrac Port** as the type of port you want to create and click **Next**.
4. The Add Equitrac Port wizard displays and you are prompted to ensure that the printer device is turned on, connected to the network, and properly configured. Click **Next** to continue.
5. Click **Next** and select **Physical printer** as your **Device Type** from the drop-down list.
6. Specify a **Printer name** or **IP Address**. The wizard supplies a Port name prefaced with *"EQ_ "*based on the printer name or IP address. If another naming convention is preferred, rename the port accordingly.
7. Click **Next** to continue with the port configuration options. The Equitrac Port Configuration screen displays. The **Detected device information** displays automatically if the wizard is able to collect this data from the printer.
8. Select the **Use custom settings** option:
    - If you select **Raw port** communication, identify the TCP **Port** number, and specify if the port monitor should hold the connection open.
    - If you select **LPR**, specify the name of the print **Queue** on the physical device (e.g. PORT1).
    - If you select **Specific device**, select the appropriate **Manufacturer** and **Model** from the drop-down lists. The device uses the relevant default communications parameters based on these selections.
9. Click **Next** and specify the **Physical device name**. This is the name of the device that is displayed within System Manager.
10. Review the details for this new port and device registration, and click **Finish** to close the Add Equitrac Printer Port wizard, or **Back** to change any of the settings.
11. Specify the Manufacture and model to install the printer driver, and click **Next**.

Note

If the device is part of a pull group, it must use the same drivers as all other devices in the pull group. You must select the model of the pull group driver, not the model of the device. If the DRE is a 64-bit server you must also load the 32-bit driver to the server.

12. Specify the version of the print driver to use, and click **Next**.
13. Enter the **Printer name**, and click **Next**. This is the name of the device that is displayed in System Manager.
14. Select to share or not to share the printer with others, and click **Next**. If sharing the printer, enter a Share name, and optionally provide a printer location and any comments.
15. Click the **Print a test page** button, and click **Finish** to close the Add Printer wizard.
16. Confirm that the test page printed successfully.
17. Verify that the physical device and its printer port and print queue appear in **System Manager > Devices**.

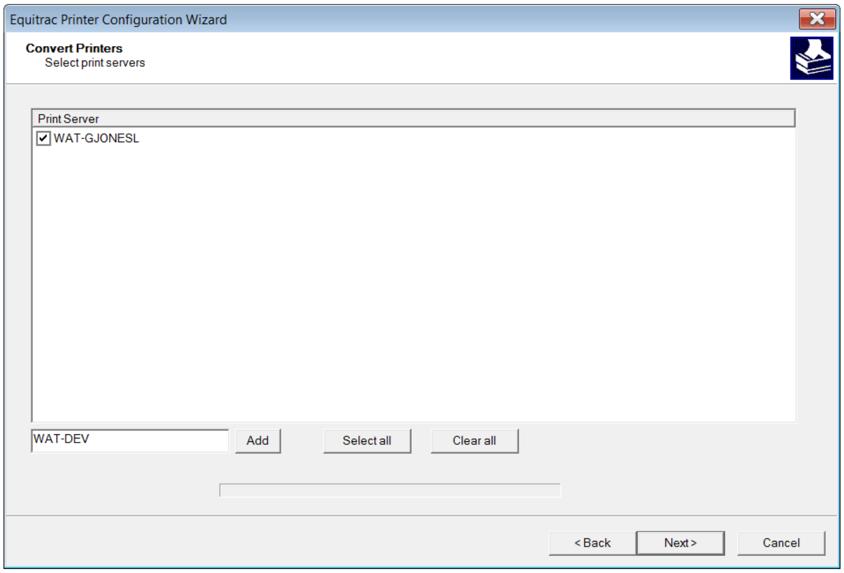
Convert an Existing TCP/IP Port to Equitrac Port

Use the Xerox Printer Configuration Wizard to convert from a TCP/IP port to Xerox ports. Converting from TCP/IP to Xerox ports allows them to be quickly converted back to TCP/IP ports if desired.

To convert from TCP/IP printer ports to Xerox ports, do the following:

1. Select **Start > All Programs > Xerox Secure Access > Printer Configuration Wizard**.
2. Click **Next** on the Welcome screen to continue with the conversion.

3. Select **Convert printers to use Xerox Ports**, and click **Next**. Optional – Deselect **Auto-discover model** if the printers are off-line or have SNMP disabled. If selected, the wizard sends an SNMP request to each device, and then times-out on each failed connection attempt, greatly increasing the time to run the conversion.
4. Select the desired print server(s) from the list, and click **Next**. Optionally, enter the name of other print servers in the Add field, and click the **Add** button to place them in the **PrintServer** list. Print servers can only be added one at a time.



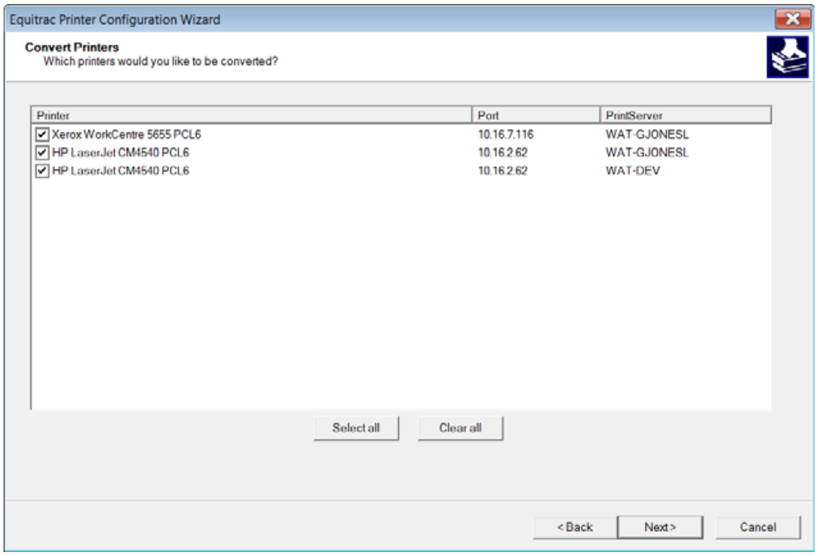
Equitrac Printer Configuration Wizard

Convert Printers
Select print servers

Print Server
☑ WAT-GJONESL

WAT-DEV

5. Select the printer(s) to be converted, and click **Next**. If a printer exists on more than one print server, it displays multiple times in the **Printer** list along with the name of its associated server in the **PrintServer** list.



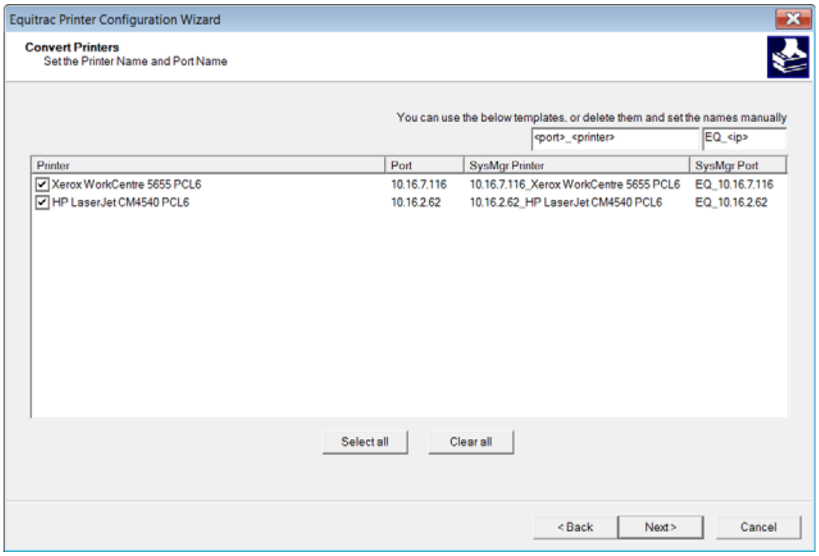
Equitrac Printer Configuration Wizard

Convert Printers
Which printers would you like to be converted?

Printer	Port	PrintServer
☑ Xerox WorkCentre 5655 PCL6	10.16.7.116	WAT-GJONESL
☑ HP LaserJet CM4540 PCL6	10.16.2.62	WAT-GJONESL
☑ HP LaserJet CM4540 PCL6	10.16.2.62	WAT-DEV

6. Set the **Printer Name** and **Port Name** as they will display in the System Manager Devices view. You can use the default naming templates for the printer "**<port>_<printer>**" and port ´**EQ_<ip>**", or change the names as desired.

   For example, you can change the printer default from "**<port>_<printer>**" to "**2nd floor <printer>**" to associate the selected printer(s) with the 2nd floor in your environment, or remove "**<printer>**" from the name to only display the printer's port in System Manager (where <port> is typed, the printers port will be automatically replaced; where **<printer>** is typed, the queue name will be automatically replaced).



Equitrac Printer Configuration Wizard

Convert Printers

Set the Printer Name and Port Name

You can use the below templates, or delete them and set the names manually

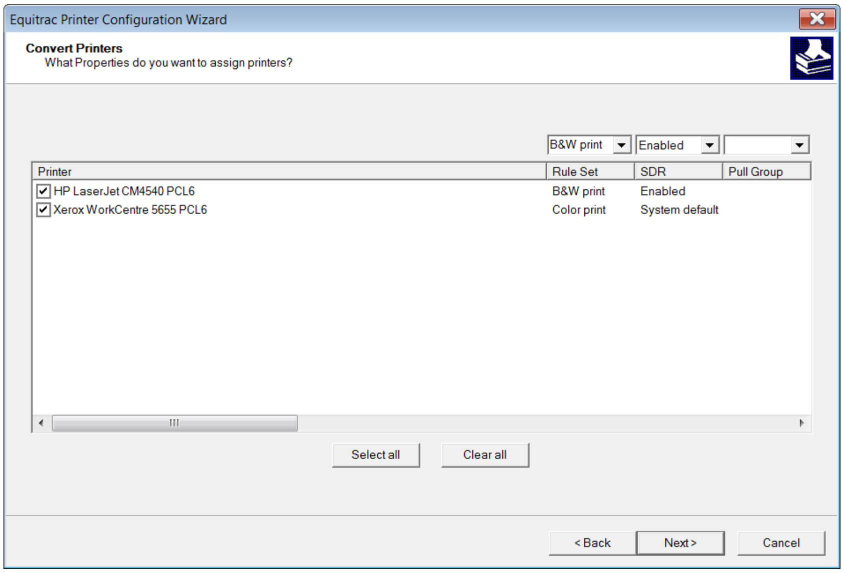
<port>_<printer> EQ_<ip>

Printer	Port	SysMgr Printer	SysMgr Port
☑ Xerox WorkCentre 5655 PCL6	10.16.7.116	10.16.7.116_Xerox WorkCentre 5655 PCL6	EQ_10.16.7.116
☑ HP LaserJet CM4540 PCL6	10.16.2.62	10.16.2.62_HP LaserJet CM4540 PCL6	EQ_10.16.2.62

Note

The printer and port names can be changed individually or as a group. If multiple printers are selected, the naming convention affects the entire selection.

7. On the **Properties** page, select the properties you want to assign to the printers from the Rule Set, SDR and Pull Group drop-down lists. The properties can be applied to single or grouped printers.



Equitrac Printer Configuration Wizard

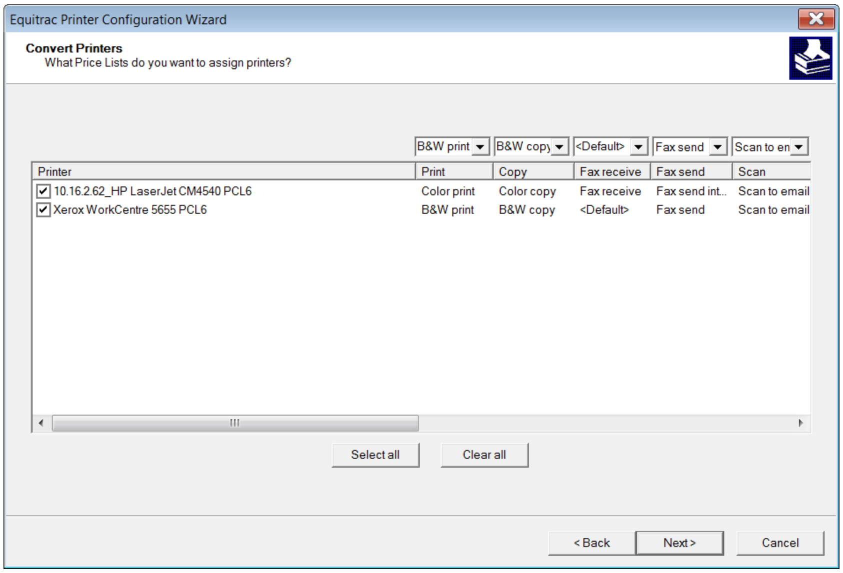
Convert Printers

What Properties do you want to assign printers?

B&W print ▾ Enabled ▾ ▾

Printer	Rule Set	SDR	Pull Group
☑ HP LaserJet CM4540 PCL6	B&W print	Enabled	
☑ Xerox WorkCentre 5655 PCL6	Color print	System default	

8. On the **Price Lists** page, select the price list. you want to assign from the Print, Copy, Fax receive, and Fax send drop-down lists. The price lists can be applied to single or grouped printers.



Equitrac Printer Configuration Wizard

Convert Printers

What Price Lists do you want to assign printers?

B&W print ▾ B&W copy ▾ <Default> ▾ Fax send ▾ Scan to en ▾

Printer	Print	Copy	Fax receive	Fax send	Scan
☑ 10.16.2.62_HP LaserJet CM4540 PCL6	Color print	Color copy	Fax receive	Fax send int...	Scan to email
☑ Xerox WorkCentre 5655 PCL6	B&W print	B&W copy	<Default>	Fax send	Scan to email

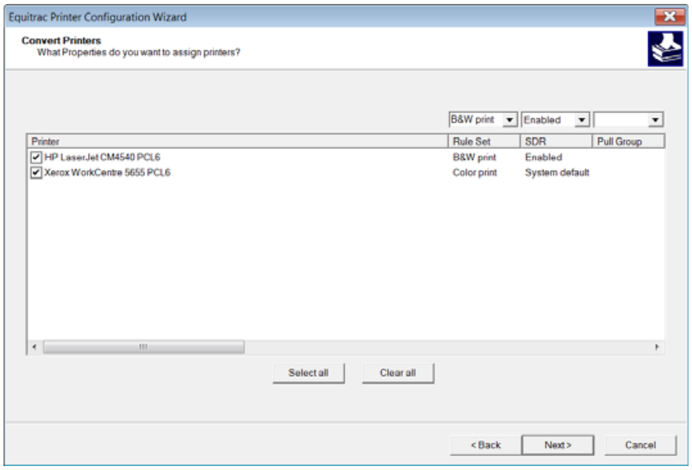
9. Click **Finish** to complete the conversion process. Alternatively, you can select the **Return to Start** check box and click **Next** to return to the Wizard's main page without completing the conversion.
10. Open the **Printers and Faxes** window, and print a test page for EACH converted printer.
11. Confirm that the test page printed successfully.
12. Verify that the physical device and its printer port and print queue display in **System Manager > Devices**.

Configuring Physical Devices with the Configuration Wizard

Use the Printer Configuration Wizard to reconfigure existing Xerox printers. The wizard allows for properties such as price lists, rule sets, pull groups and SDR to be set across multiple devices simultaneously.

To configure existing Xerox printers, do the following:

1. Select **Start > All Programs > Xerox Secure Access > Printer Configuration Wizard**.
2. Click **Next** on the Welcome screen to continue with the conversion.
3. Select **Configure Xerox Printers**, and click **Next**. Optional – Deselect **Auto-discover model** if the printers are off-line or have SNMP disabled. If selected, the wizard sends an SNMP request to each device, and then times-out on each failed connection attempt, greatly increasing the time to run the configuration.
4. On the **Properties** page, select the properties you want to assign to the printers from the Rule Set, SDR and Pull Group drop-down lists. The properties can be applied to single or grouped printers.



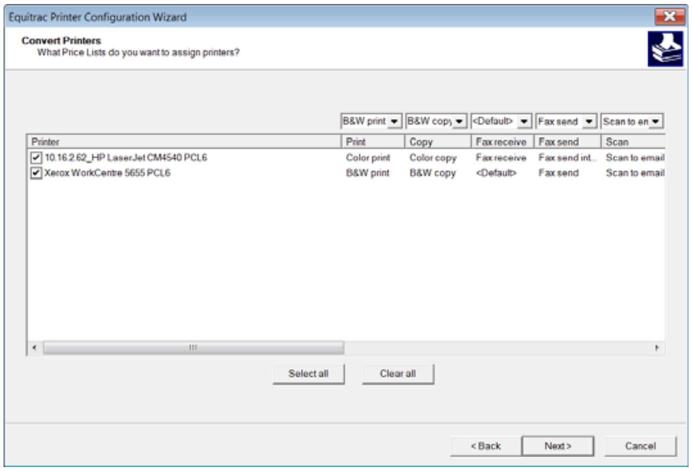
Equitrac Printer Configuration Wizard

Convert Printers
What Properties do you want to assign printers?

B&W print ▾ | Enabled ▾ | ▾

Printer	Rule Set	SDR	Pull Group
☑ HP LaserJet CM4540 PCL6	B&W print	Enabled	
☑ Xerox WorkCentre 5655 PCL6	Color print	System default	

5. On the **Price Lists** page, select the price list. you want to assign from the Print, Copy, Fax receive, and Fax send drop-down lists. The price lists can be applied to single or grouped printers.



Equitrac Printer Configuration Wizard

Convert Printers
What Price Lists do you want to assign printers?

B&W print ▾ | B&W copy ▾ | <Default> ▾ | Fax send ▾ | Scan to en ▾

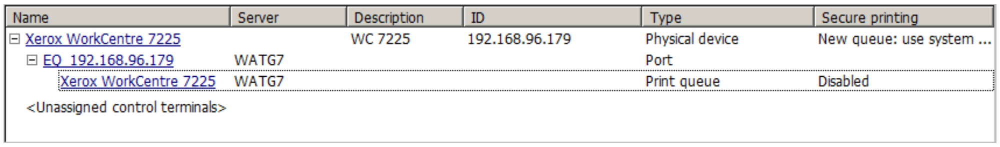
Printer	Print	Copy	Fax receive	Fax send	Scan
☑ 10.16.2.62_HP LaserJet CM4540 PCL6	Color print	Color copy	Fax receive	Fax send int...	Scan to email
☑ Xerox WorkCentre 5655 PCL6	B&W print	B&W copy	<Default>	Fax send	Scan to email

6. Click Finish to complete the configuration process.

Enabling Secure Printing on the Queue

If you are configuring a secure print environment, the queue must be configured to hold print jobs.

1. In System Manager, navigate to **Configuration** > **Devices.**
2. Click on the Print queue you want to configure. You may need to expand the Physical device to see the print queue.

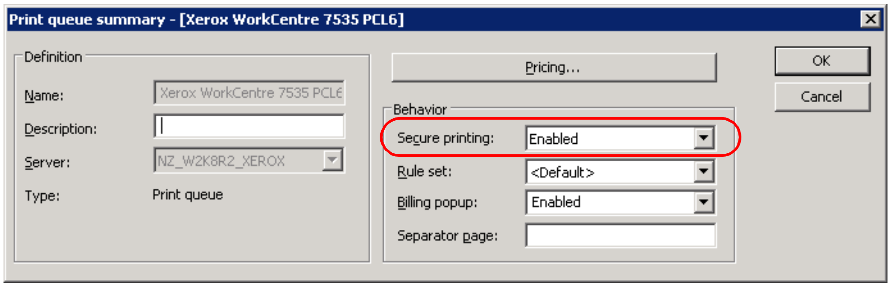


Name	Server	Description	ID	Type	Secure printing
⊟ Xerox WorkCentre 7225		WC 7225	192.168.96.179	Physical device	New queue: use system ...
⊟ EQ_192.168.96.179	WATG7			Port	
Xerox WorkCentre 7225	WATG7			Print queue	Disabled
<Unassigned control terminals>					

Note

The print queue is created automatically the first time a user prints to the controlled device, including when you print a test page upon configuration. If a print queue does not appear beneath the Physical Device, send a print job to the MFP, then wait 30 seconds and refresh System Manager.

3. In the Print queue summary dialog box, set the **Secure printing** option to **Enabled** from the Behavior section, and click **OK**.



Print queue summary - [Xerox WorkCentre 7535 PCL6]

Definition

Name: Xerox WorkCentre 7535 PCL6

Description:

Server: NZ_W2K8R2_XEROX

Type: Print queue

Behavior

Secure printing: Enabled

Rule set: <Default>

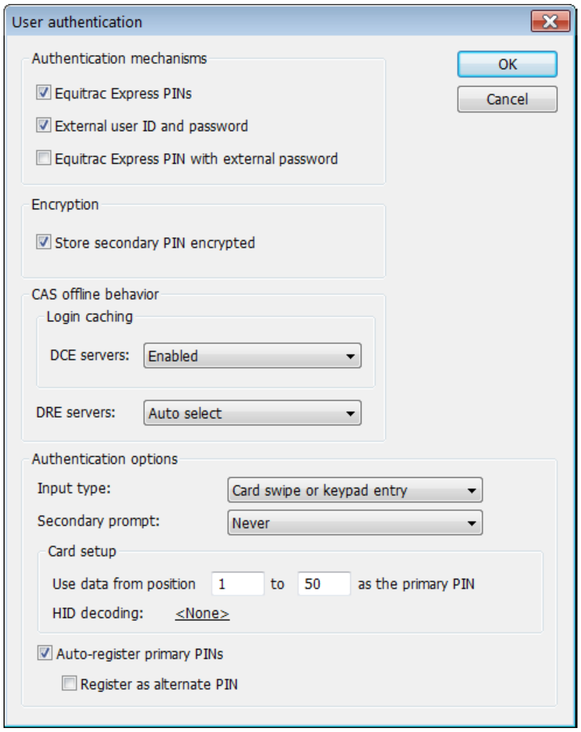
Billing popup: Enabled

Separator page:

Configuring Authentication Prompts

The user authentication prompts on the MFP login screen are determined by your Xerox Secure Access configuration.

1. In System Manager, navigate to **Configuration > Security and authentication > User authentication**.



User authentication

Authentication mechanisms

☑ Equitrac Express PINs

☑ External user ID and password

☐ Equitrac Express PIN with external password

Encryption

☑ Store secondary PIN encrypted

CAS offline behavior

Login caching

DCE servers: Enabled

DRE servers: Auto select

Authentication options

Input type: Card swipe or keypad entry

Secondary prompt: Never

Card setup

Use data from position 1 to 50 as the primary PIN

HID decoding: <None>

☑ Auto-register primary PINs

☐ Register as alternate PIN

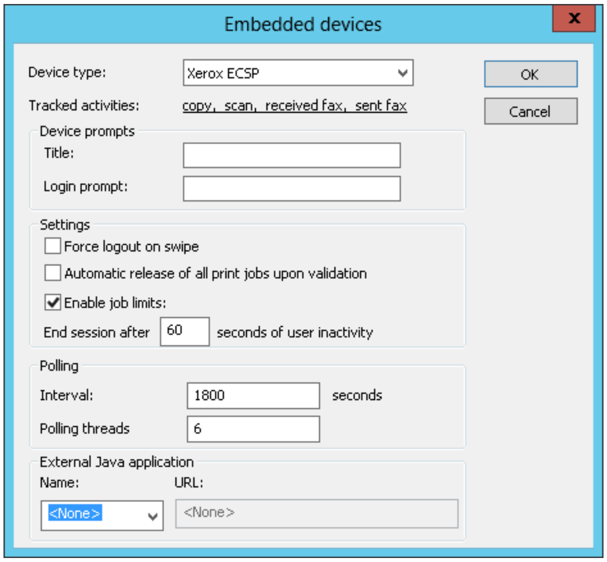
2. Select one of the following **Authentication options** from the **Input type** drop-down list:
   - **Card swipe only** – Users authenticate with a swipe card.
   - **Card swipe or keypad entry** – Users authenticate with a swipe card or at the MFP front panel.
   - **Keypad only** – Users authenticate at the MFP front panel
3. Select one of the following options from the **Secondary prompt** drop-down list:
   - **Always** – User must enter a secondary PIN if issued via the keyboard after they swipe their card.
   - **If PIN2 available** – User must enter a secondary PIN if they have a PIN 2 value associated with their user account.
   - If PIN2 available or keyboard login – User must enter a secondary PIN if they have a PIN 2 value associated with their user account, or if they entered their primary PIN via the keyboard.
   - **Never** – Secondary PIN is not required.
   - **Only with keyboard login** – User must enter a secondary PIN if issued after they entered their primary PIN via the keyboard (rather than with a swipe card). This option adds an extra layer of security, preventing users without a card from logging in without a secondary PIN.
4. In the **Card setup** area, enter the data start and stop positions in the **Use data from position**.
5. Select **Auto-register primary PINs** if you want users to register an unrecognized swipe card for future use. An External authority must be selected to allow card self-registration. See Configuring Card Self-Registration on page 14 for details.
6. Click **OK** to save the change.

For more detailed user authentication options see *Accounts System Configuration* in the *Xerox Secure Access Administration Guide*.

Setting Xerox Convenience Authentication Prompts

The following settings must be set before creating Xerox embedded devices.

1. In System Manager, navigate to **Configuration** > **Embedded Devices**.



Embedded devices

Device type: Xerox ECSP

Tracked activities: copy, scan, received fax, sent fax

Device prompts

Title:

Login prompt:

Settings

☐ Force logout on swipe

☐ Automatic release of all print jobs upon validation

☑ Enable job limits:

End session after 60 seconds of user inactivity

Polling

Interval: 1800 seconds

Polling threads 6

External Java application

Name: <None>

URL: <None>

2. Select **Xerox ECSP** from the **Device type** drop-down list.
3. Click on the link beside **Tracked activities** to open the Embedded device configuration dialog box and select the activities you want to track. If you do not want to track any activity, deselect all of the options.

   Note

   Only select Print if you intend to use the popup feature of the Xerox print driver to prompt for User and Account IDs. See Configuring MFP Properties on page 1 if you intend to use Xerox Convenience Authentication as the authentication method.

4. Enter a **Title** and **Login prompt** to display on the login screen of the embedded device.

   Note

   If you modify the Title or Login prompt after a device has been initialized by the server, you must re-initialize the device. See Configuring Embedded Devices on page 15 for instructions.

5. Select **Force logout on swipe** to allow the user to logout by swiping their card a second time.
6. Select **Automatic release of all print jobs upon validation** if you are not using the Follow-You Printing application and want to prompt for batch release of all jobs.
7. Click **OK** to save the changes.

Enabling Release Key Prompt

Release key is an Xerox Secure Access feature that lets users assign a key value to their documents when they submit print requests. Users can also assign a release key to a print job allowing other users to walk up to any embedded device, and print any jobs in the queue that were submitted using that release key. The job is tracked and charged to the user releasing the job, not the user who assigned the release key.

When prompted for a release key at an embedded device, users are required to enter the same alpha-numeric key value used at print time to release a job from the secure print queue.

To enable release key prompts on the embedded device, do the following:

1. Open **System Manager**, and navigate to **Configuration > User interaction > Session flow**.
2. Select **Prompt for release key** in the Other prompts section to enable release keys.
3. From the **Acknowledge and accept or deny copy job cost** drop down, select the group to which the acknowledgment applies.
4. Click **OK**.

Configuring Card Self-Registration

If you want users to self-register their swipe cards, you must enable this option in System Manager. When a user swipes an unregistered card, they are required to login to the MFP with valid User ID and Password. The User ID must already exist in CAS, or in the External authority defined to allow self-registration. The Password comes from one of the defined external authorities. The information the user must enter depends upon the authentication options that are set in System Manager. Two-level authentication is required to register new cards, and the user must manually enter both primary and secondary login credentials.

1. Open System Manager and navigate to **Configuration > Security and authentication > User authentication**.
2. In the **Authentication options** section, do the following:
   a. Set **Secondary Prompt** to either **If PIN2 available or keyboard login** or **Only on keyboard login** to ensure that the password is prompted during card registration.
   b. Select the **Auto-register primary PINs** check box. Optionally, you can select **Register as alternate PIN** to record the PIN as the Alternate PIN instead of the Primary PIN.
3. Select one or more **Authentication mechanisms**:
   - **Xerox Secure Access PINs** – Select to connect a Xerox Secure Access **print** account with login information.
   - **External user ID and password** – Select to verify all user information outside of Xerox Secure Access**.**
   - **Xerox Secure Access PIN with external password** – Select if users swipe their cards for identification, and must also enter their domain user account password. Xerox Secure Access cross-checks the database for the corresponding Xerox Secure Access account name, then verifies the credentials against the selected external authority for network logon.
4. Click **OK** to save the changes and close the **User authentication dialog box.**
5. Navigate to **Configuration > Security and authentication > External authentication and** select an **External authority** – Windows or LDAP. Refer to *External User Authentication* in the *Xerox Secure Access Administration Guide* for more details on setting up an external user authentication method.

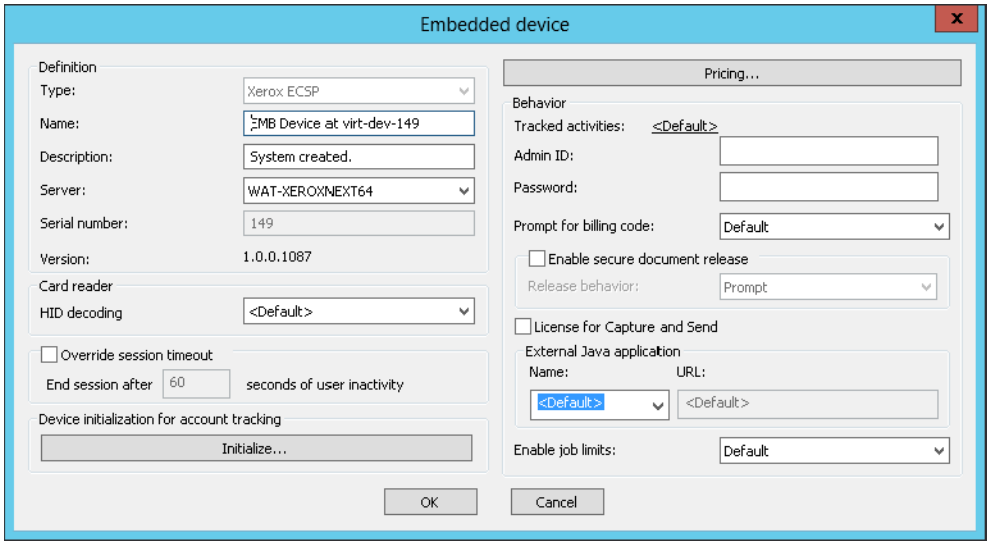
   Once the user registers their card, their account information is automatically associated with that card. The next time the user swipes their card, they can login automatically without manually entering their password. However, if **Secondary prompt** is set to **Always** in System Manager, the user must enter a secondary PIN, or an external authority password after they swipe their card.

Configuring Embedded Devices

Embedded devices are manufacturer-specific software components that handle the transfer of user authentication and transaction details between these devices and your accounting server database. Supported devices prompt users for valid user and account ID information for all print release, walk-up copy, and fax jobs.

You must create an embedded interface for each Xerox MFP that will be controlled by Xerox Secure Access. The System Manager component provides the tools to create these interfaces.

1. Open System Manager and select **Devices** in the left pane.
2. Right-click on a Xerox MFP physical device node in the right pane, then select **Add embedded device** from the menu.



Embedded device

Definition
Type: Xerox ECSP
Name: EMB Device at virt-dev-149
Description: System created.
Server: WAT-XEROXNEXT64
Serial number: 149
Version: 1.0.0.1087

Card reader
HID decoding: <Default>

□ Override session timeout
End session after 60 seconds of user inactivity

Device initialization for account tracking
Initialize...

Pricing...

Behavior
Tracked activities: <Default>
Admin ID:
Password:
Prompt for billing code: Default
□ Enable secure document release
Release behavior: Prompt
□ License for Capture and Send
External Java application
Name: <Default>
URL: <Default>
Enable job limits: Default

OK Cancel

3. Select **Xerox ECSP** from the **Type** drop-down list.
4. The **Name** and **Description** populate automatically. These are required fields, and cannot be left blank. The content can be changed if necessary. In the case of unknown devices, the user needs to provide this information.
5. Select the **Server** hosting the DCE associated with this physical and embedded device from the drop-down list. The **Version** field fills automatically.

   Note

   If you change the server associated with an embedded device that has already been initialized by the server, you must re-initialize the device.

6. Select the Card Reader **HID decoding** from the drop-down list.

   For details on HID decoding, see the *Xerox Secure Access Administration Guide*.

7. Click the **Override session timeout** check box to set your own time interval for system timeout. Provide a value in seconds in the field provided.

Note

This feature is only available if the device is initialized using no tracking method. Devices initialized with Xerox Secure Access method cannot override session timeouts. See steps 12. and 13. for information about changing the tracking method. The Xerox idle timeouts are always respected for native operations. Therefore, in order for ECSP to cleanly exit upon timeout, the session timeout must be set at least 5 seconds less than the native timer.

8. Click **Pricing** to configure pricing at the embedded device level.

   For pricing details, see Configuring Price Lists in the *Xerox Secure Access Administration Guide*.

   Note

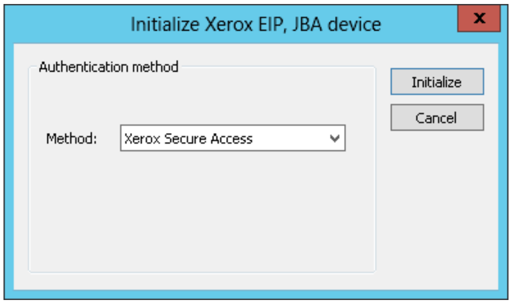
   To configure the embedded device to use the price list for that device, select the **default** price list. If you select an alternate price list for the embedded device, the embedded device price list overrides the default price.

9. Click the link beside Tracked activities to override default tracking options for a particular embedded device. See Configuring Print Tracking on page 18.
10. Enter an **Admin ID** and **Password** to set up secure administrator access to the device.

    Note

    This login information is subsequently enforced at the MFP, and must match the MFP's settings. To validate you have the correct AdminID/Password consult the Internet Services web pages for the MFP. If left blank, this AdminID/Password defaults to the Xerox default user/password.

11. From the **Name** drop-down list, select any device feature you want to add to the device quick launch screen. Provide the **URL** pointing to the program files for the feature.
12. Click the **Initialize** button to open the **Initialize device** dialog box.



Method: Xerox Secure Access

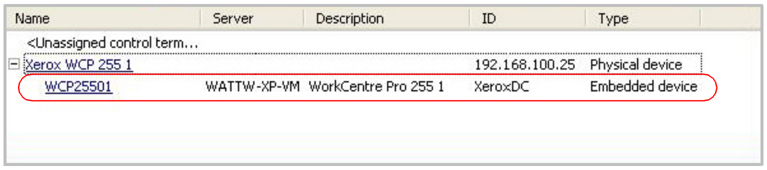
13. From the **Method** drop-down list, select the authentication method:
    - Select **Xerox Secure Access** to control and track all device functions through Job Based Accounting (JBA).
    - Select **Xerox Secure Access without JBA** to configure the device for authentication. The device remains locked until the user authenticates. Use this setting if there is no need to perform accounting, or tracking of transactions.
    - Select **None** to track only Xerox Secure Access services at the device, and leave all native device functions untracked. Use this setting to allow access at the device with no authentication, and if you do not require MFP device side tracking. Xerox Secure Access functions such as Follow-You Printing will still require users to authenticate when they select the Xerox ECSP application on the Xerox **All Services** screen.

14. Click **Initialize** to configure communication between this device and the Xerox Secure Access server, and return to the Embedded device dialog box.

    Caution

    Clicking initialize changes the configuration on the device itself and may requrie some MFP's to reboot. Ensure that the MFP is not in use before you click initialize. Click the Reboot button to the MFP's web configuration page to accomplish the reboot remotely if necessary.

15. Click **OK** to save the embedded device details and close the dialog box. The new embedded device appears in the Devices list beneath the Physical device it is associated with.



Name	Server	Description	ID	Type
<Unassigned control term...				
⊟ Xerox WCP 255 1			192.168.100.25	Physical device
WCP25501	WATTW-XP-VM	WorkCentre Pro 255 1	XeroxDC	Embedded device

16. Repeat these steps to create an embedded device on each supported Xerox MFP in the Devices list.

    Note

    If initialization fails, and the Xerox device does not appear in System Manager, go back to Configuring Printer Ports on DRE Print Servers on page 4 and confirm that the MFP is properly configured.

Configuring Print Tracking

There are two methods to track printing—through Xerox ports or through the Xerox MFP's firmware (also called Xerox JBA or Job-based Accounting). Each method has its own strengths:

- Equitrac Port tracking through DRE or DCE collects information about the print job directly from the print server, resulting in extremely granular information about the print job. This allows jobs to be costed properly based upon the intended resulting print.
- Xerox JBA tracking collects information from the logs of the printer itself, resulting in data derived from what was actually produced by the device, rather than what was intended by the print server. This results in potentially more accurate information about the resulting print job, especially in cases where the printer does not function as expected at the time of print. The data collected from the printer logs, however, lacks the granularity of the data collected by the DRE, which could result in the job being incorrectly costed.

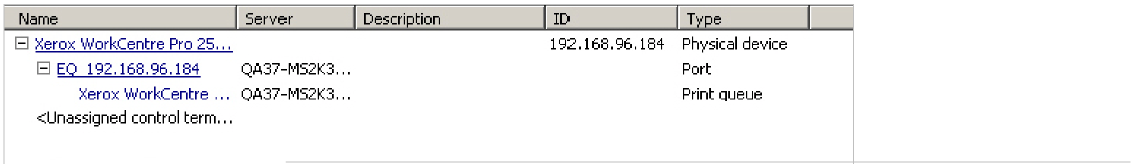
Print Tracking Through Xerox Secure Access Ports

When DRE is set to track printing, it gathers details when the user submits a print job. When a job is released, DRE forwards these details to CAS based on the job characteristics determined by the Equitrac Port monitor.

The job details are gathered by the Port Monitor when the user releases the print job at a device. If the user decides to cancel the print job mid-way through printing, or if the user originally selected a print feature unavailable at the physical device, the precise page details are not captured at the time of output and therefore tracking may not be fully accurate.

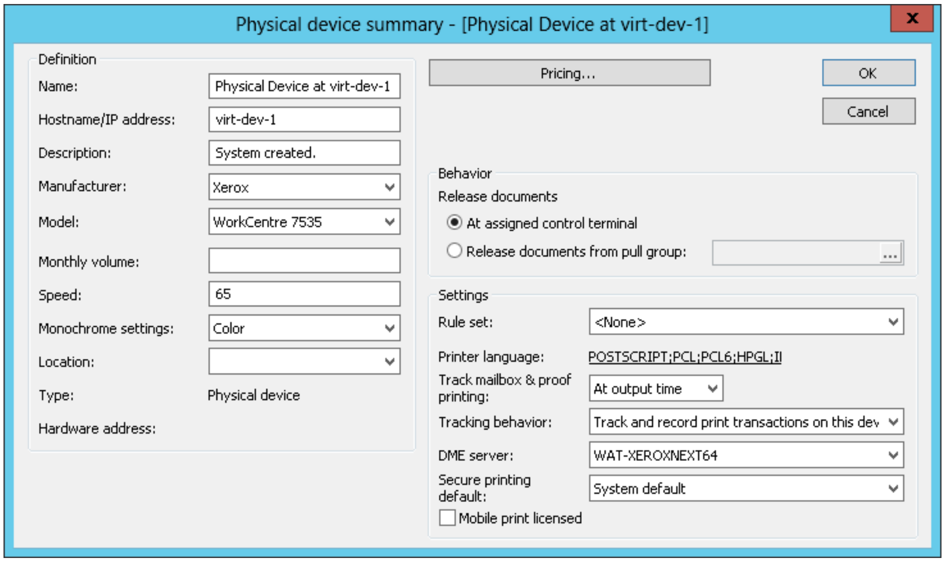
Enable tracking from the physical device

1. Open System Manager and select **Devices** in the left pane.
2. Select the physical device to open the Physical device summary dialog box.



Name	Server	Description	ID	Type
⊟ Xerox WorkCentre Pro 25...			192.168.96.184	Physical device
⊟ EQ_192.168.96.184	QA37-MS2K3...			Port
Xerox WorkCentre ...	QA37-MS2K3...			Print queue
<Unassigned control term...				

3. In the **Settings** area, ensure **Track and record print transactions on this device is selected from the Tracking Behavior** drop-down list. This is the default setting.



Physical device summary - [Physical Device at virt-dev-1]

Definition

Name: Physical Device at virt-dev-1

Hostname/IP address: virt-dev-1

Description: System created.

Manufacturer: Xerox

Model: WorkCentre 7535

Monthly volume:

Speed: 65

Monochrome settings: Color

Location:

Type: Physical device

Hardware address:

Pricing...

OK

Cancel

Behavior

Release documents

● At assigned control terminal

○ Release documents from pull group:

Settings

Rule set: <None>

Printer language: POSTSCRIPT;PCL;PCL6;HPGL;II

Track mailbox & proof printing: At output time

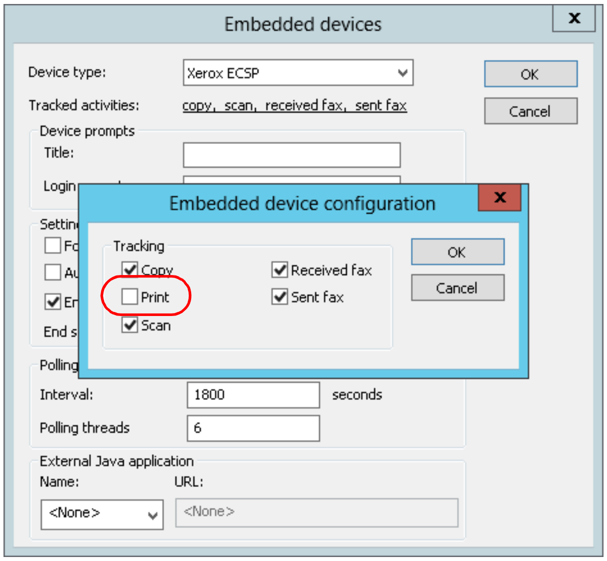
Tracking behavior: Track and record print transactions on this dev

DME server: WAT-XEROXNEXT64

Secure printing default: System default

□ Mobile print licensed

4. Click **OK** to save the changes.
5. Navigate to **Configuration > Devices > Embedded devices**.
6. Select **Xerox ECSP** from the Device Type drop-down list.
7. Click on the link beside **Tracked activities** to open the Embedded device configuration dialog box.
8. Ensure that **Print** is **NOT** selected, then click **OK**.



Embedded devices

Device type: Xerox ECSP

Tracked activities: copy, scan, received fax, sent fax

OK

Cancel

Device prompts

Title:

Login

Settin

□ Fc

□ Au

☑ Er

End s

Polling

Interval: 1800 seconds

Polling threads 6

External Java application

Name: <None>

URL: <None>

Embedded device configuration

Tracking

☑ Copy

□ Print

☑ Scan

☑ Received fax

☑ Sent fax

OK

Cancel

Print Tracking Using Xerox Network Accounting

When tracking print jobs through a Xerox embedded device, configure the device and its print drivers to accept only authenticated print jobs. Users are prompted to enter user and account credentials prior to printing. The user authentication data is checked by the Xerox device when it receives the print job. The embedded device tracks printing and captures appropriate accounting information.

This method tracks precise job accounting details for cases where what is actually printed differs from what was requested. For instance if a job printed in black and white rather than the requested color printout, or if a job is canceled mid-printout. When using DRE tracking, similar capabilities can be leveraged through the use of SNMP or PJL job tracking features in EO/EE. See the *Xerox Secure Access Administration Guide* for details.

When the user releases a print job, the precise output details are gathered and held at the device after the job is completed. If the user cancels mid-way through a job, or if the device is not capable of producing output as the user intended (i.e. duplex was selected, but the device is not capable of duplexing and produces single-sided output only), the device calculates the precise output details only after the job is fully processed.

The DCE obtains the transaction details from the output device and forwards them to the CAS at a later interval.

This method requires additional configuration steps and your Xerox devices must meet the following prerequisites:

- JBA-supported Xerox device with the Network Accounting module installed and enabled and Authentication (Network Accounting option) enabled.
- TCP/IP enabled and configured on the devices.
- A static IP Address or reserved DHCP IP Address (recommended).
- TCP/IP port 443 communication enabled on the network between the Xerox Secure Access server and the devices.
- Depending on the Xerox device and server operating system, you may require Xerox Advanced Services Management before you can enable the Accounting option on the printer driver. See the Xerox device documentation for details.
- Off-printer (also called off-box) validation must be configured on the Xerox Secure Access server. This option forces the device to send a request to Xerox to validate the data input by the user.
- For Xerox devices to accept authenticated print jobs and the embedded device to track print jobs correctly, the Xerox device and Xerox print drivers must be configured as described in the following table.

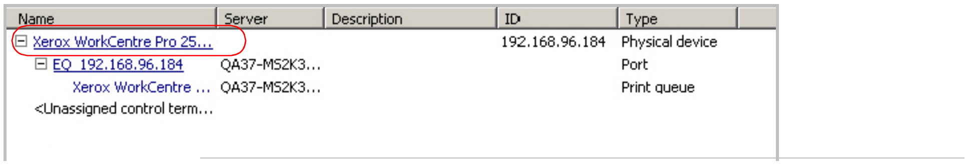
Device and Print Driver Configuration	Notes
The **Network Accounting** module must be installed and enabled on each Xerox device.	Xerox Secure Access does not support the Internal Auditron authentication method. When you set the authentication mode on the device, ensure you select the **Network Accounting** option.
The **Network Accounting Configuration > Authentication** option must be enabled.	Depending on the Xerox device Authentication configuration, job information can be accurately tracked by the Xerox device regardless of whether or not the user and account information exists on that device. See the Xerox device documentation for details on configuring options for the physical device.

Device and Print Driver Configuration	Notes
Installed Xerox print drivers must have the **Accounting** option enabled for each printer to prompt users for user and account ID prior to printing.	The location of the Accounting option in the Xerox print driver dialogs may not be the same for all printer connections you create. The option is located on the **Properties > Document Details** or the **Printer Preferences** dialogs. You may find that the location of the **Accounting** option varies by Windows platform, driver language type (Postscript or PCL), driver version, or device model. The Xerox device deletes print jobs to prevent anonymous (un-billable) printing when any of the following situations apply: The Xerox print driver does not have authentication features. The **Accounting** option for the print driver is disabled.
The device must use an Equitrac Port if configuring secure document release.	Secure Document Release is enabled through Xerox Ports only. Regardless of the print tracking method you choose, you must establish an Equitrac Port on the device if you plan to hold documents for secure release.
Configure the embedded device to perform print tracking.	By default, both the Equitrac Port and the embedded device track the print job. You must disable the tracking on the physical device and allow the embedded device to perform the tracking instead. See Disable tracking from the physical device on page 22

Once the prerequisites and configuration steps are complete, you must disable tracking on the physical device.

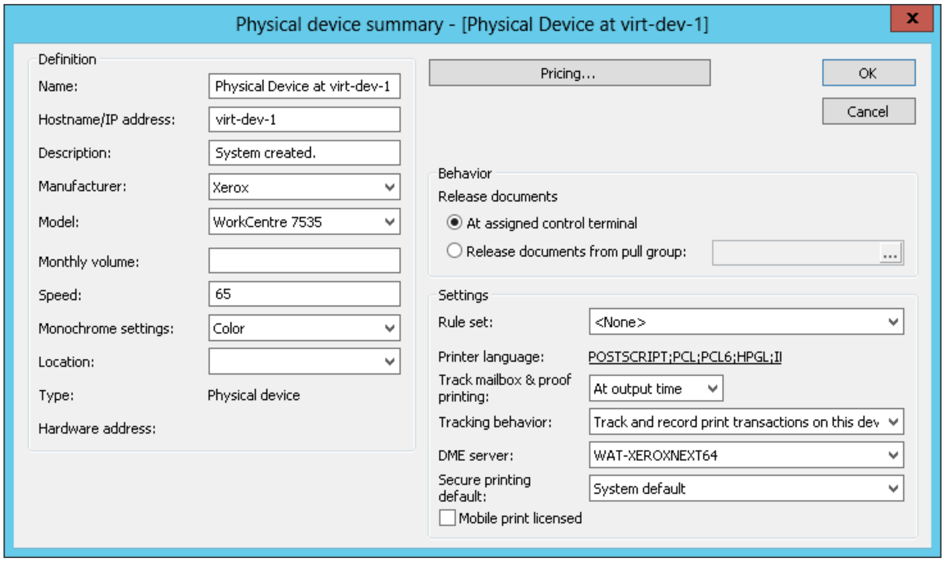
Disable tracking from the physical device

1. Open System Manager and select **Devices** in the left pane.
2. Select the physical device to open the Physical device summary dialog box.



Name	Server	Description	ID	Type
⊟ Xerox WorkCentre Pro 25...			192.168.96.184	Physical device
⊟ EQ 192.168.96.184	QA37-MS2K3...			Port
Xerox WorkCentre ...	QA37-MS2K3...			Print queue
<Unassigned control term...				

3. In the **Settings** area, select **Do not track or record print transactions on this device is selected from the Tracking Behavior** drop-down list. This is the default setting.



Physical device summary - [Physical Device at virt-dev-1]

Definition

Name: Physical Device at virt-dev-1

Hostname/IP address: virt-dev-1

Description: System created.

Manufacturer: Xerox

Model: WorkCentre 7535

Monthly volume:

Speed: 65

Monochrome settings: Color

Location:

Type: Physical device

Hardware address:

Behavior

Release documents

● At assigned control terminal

○ Release documents from pull group:

Settings

Rule set: <None>

Printer language: POSTSCRIPT;PCL;PCL6;HPGL;II

Track mailbox & proof printing: At output time

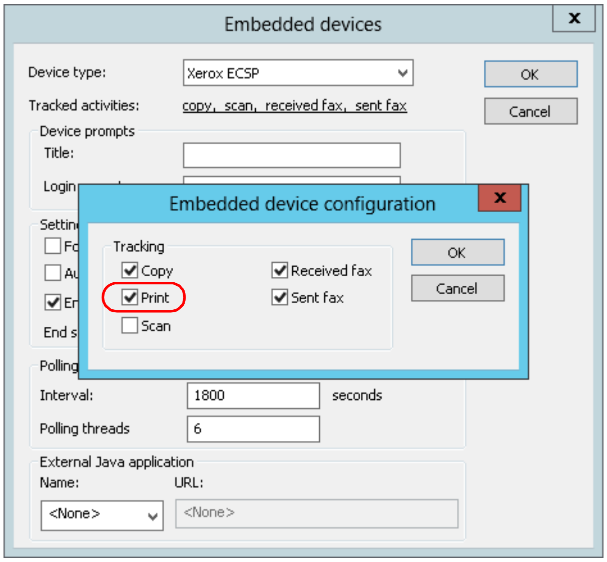
Tracking behavior: Track and record print transactions on this dev

DME server: WAT-XEROXNEXT64

Secure printing default: System default

□ Mobile print licensed

4. Click **OK** to save the changes.
5. Navigate to **Configuration > Devices > Embedded devices**.
6. Select **Xerox ECSP** from the Device Type drop-down list.
7. Click on the link beside **Tracked activities** to open the Embedded device configuration dialog box.
8. Ensure that **Print** is selected, then click **OK**.



Embedded devices

Device type: Xerox ECSP

Tracked activities: copy, scan, received fax, sent fax

Device prompts

Title:

Login

Settin

□ Fo

□ Au

☑ En

End s

Polling

Interval: 1800 seconds

Polling threads 6

External Java application

Name: <None>

URL: <None>

Embedded device configuration

Tracking

☑ Copy

☑ Print

□ Scan

☑ Received fax

☑ Sent fax

9. Click **OK** again to save the change to the global options set in the Embedded devices dialog box.

   Note

   When print tracking from the device you must set the Tracking behavior to **Do not track and record printing on this device** on the Physical device summary screen, and select the **Print** check box on the Embedded device configuration dialog box. Failure to set these options results in double tracking or no tracking.

Color Tracking Using Xerox Tiered Billing

Tiered billing refers to a pricing scheme for color copies and prints based on the amount of actual color printed on the page, as opposed to a flat rate regardless of coverage. This coverage is categorized by two tiers (Xerox T1 and T2+) or three tiers (Xerox T1, T2, and T3), depending on the support provided by the Xerox device. Each tier denotes a percentage of color coverage area on the page.

Tiered billing requires additional configuration steps and must meet the following requirements:

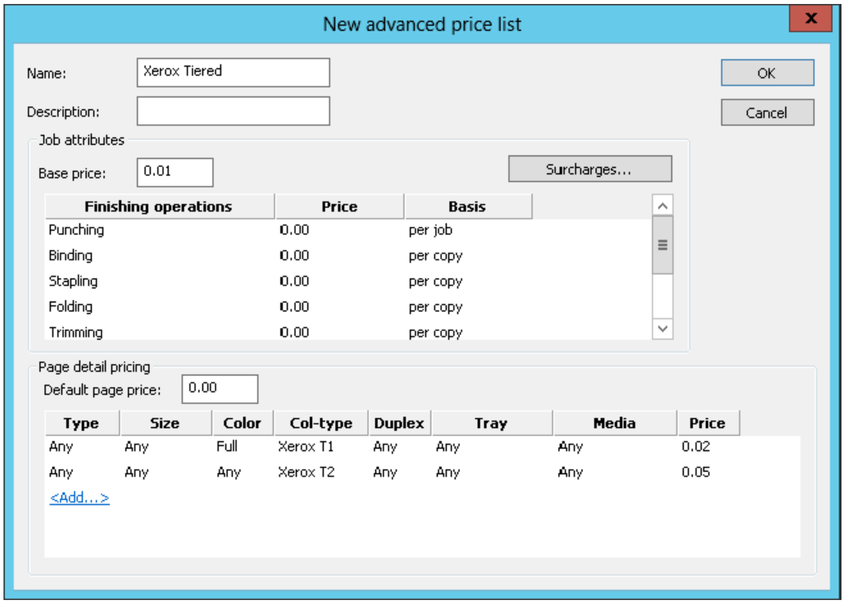
- A Xerox color device enabled for tiered billing (e.g. Xerox ColorQube 9200 series)
- JBA-supported Xerox device with the Network Accounting module installed and enabled, and Authentication (Network Accounting option) enabled.
- Costing using the Xerox Secure Access Advanced price list with the prices set to reflect the tiered billing options.
- JBA print tracking must be used instead of the Equitrac port monitor.
- Follow-You Printing requires that the tracking behavior in System Manager must be set to **Track and do not record print transactions on this device**. If the tracking behavior is not set to this option, then the job is recorded twice—once by JBA, and once by the Equitrac port monitor.
- Validation of JBA data must be disabled on the Xerox device to prevent it from discarding the print job.

  Note

  The cost of the job displayed in the Follow-You Printing screen on the Xerox device does not reflect the tiered billing price. However, once the job is released from the print queue, the tiered pricing information from the JBA log is recorded into the CAS database.

To set tiered billing for the Xerox device, do the following:

1. Open System Manager and select **Price lists** in the left pane.
2. Click **Add advanced price list** from the **Current tasks** section. An Advanced price list dialog box opens.



New advanced price list

Name: Xerox Tiered

Description:

Job attributes

Base price: 0.01

Finishing operations	Price	Basis
Punching	0.00	per job
Binding	0.00	per copy
Stapling	0.00	per copy
Folding	0.00	per copy
Trimming	0.00	per copy

Page detail pricing

Default page price: 0.00

Type	Size	Color	Col-type	Duplex	Tray	Media	Price
Any	Any	Full	Xerox T1	Any	Any	Any	0.02
Any	Any	Any	Xerox T2	Any	Any	Any	0.05

3. Enter a **Name** and **Description** for the price list.
4. Set the **Job attributes**, such as base price, finishing operations, and subcharges.
5. In the **Page detail pricing** section, specify a combination of page attributes.
   a. Click **Add** from the **Type** column to create a new pricing rule.
   b. Click the attribute fields (**Type**, **Size**, **Color**, **Duplex**, **Tray**, and **Media**) to select an option from the corresponding drop-down list.
   c. Click the **Col-type** field to select the appropriate Xerox billing tier.
   d. Enter a **Price** for the page detail pricing rule.
6. Click **OK** to save your Xerox tiered price list.

See the *Xerox Secure Access Administration Guide* for more details on configuring advanced price lists.

4

User Workflow

Topics

This section provides end-user instructions for authenticating and using the Xerox Secure Access Embedded functions at the Xerox MFP.

Authenticating at a Card Reader

When Xerox Secure Access controls an MFP, users can authenticate with a magnetic stripe card or proximity card before they are able to use the device functions.

Authenticating with a Magnetic Stripe Card

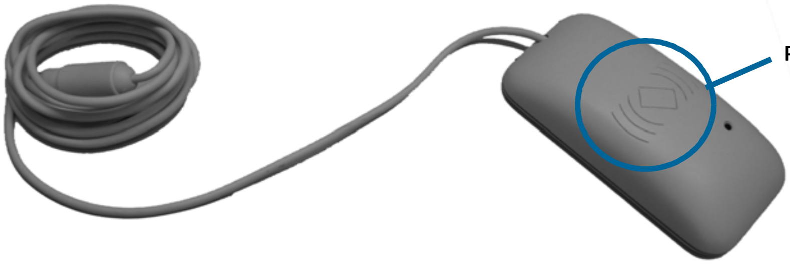
1. Insert the card into the guide track with the magnetic stripe facing the indicated direction. Ensure the card is pressed firmly against the guide.
2. Pull the card down through the guide track and remove the card.

   Note

   Do not run the card through at an angle or the terminal will not accept the data.
3. If the terminal cannot read the entry, the LED flashes red. Reinsert the card into the guide track and run the card through the reader again.
4. If **Secondary prompt** is enabled in System Manager, and a secondary PIN has been assigned in the database, the user **must** enter their 'password' on the MFP front panel when prompted. If the user has not been assigned a secondary PIN in the database, they can leave the field blank to proceed.

Authenticating with a Proximity Card

To enter data using a proximity card, pass the card within 1 inch or 2.5 cm of the proximity symbol located on the top of the card reader device. To locate the proximity card reader on the data reader module, look for this symbol:



Pass the proximity card over this symbol on the card reader

If the swipe is invalid, the LED flashes red.

If secondary PINs are enabled, the user must enter their 'password' on the MFP front panel when prompted. If secondary PINs are enabled, but the user has not been assigned a secondary PIN, the user can leave the field blank to proceed.

Card Reader Status Messages

Xerox Secure Access displays its authentication messages through an LED light on the card reader module.

The following signals may be displayed on the card reader:

LED Behavior	Meaning
Solid red	MFP is in Idle mode; it is ready but there is no active session.
Solid green	MFP is in Ready mode and a session is active.
Slow flashing green	Data received from card reader, awaiting authentication for active session. The light continues to flash green until the user enters their secondary PIN at the front panel. If the time-out expires and the user does not enter their PIN, the LED changes back to solid red and the device remains locked.
Slow flashing red	No communication between card reader and MFP.

The MFP has two functional modes, Idle mode or Ready mode.

Idle Mode

An MFP that is ready for use is in Idle mode. When a user passes a key fob or swipes a Magstripe card, the device changes to Ready mode.

The MFP returns to Idle mode when:

- No user is logged in to the device
- After a specified period of inactivity in Ready mode (Sleep Mode Timer, as configured on the device)

When the device is in Idle mode, the LED light on the card reader is solid red.

Ready Mode

When the device is in Ready mode, the LED light on the card reader is solid green and the user can begin using the controlled device to perform a transaction.

Logging In to a User Session

A user session begins when the user logs in with valid credentials through the MFP device interface. Once their login credentials have been authenticated, the user can manage and release documents via Follow-You Printing, or they can access any of the other device features, such as copying and faxing. Users are authenticated by CAS. See Configuring Embedded Devices on page 15 for details.

Xerox Server Authentication

To authenticate through Xerox Secure Access, do the following:

1. On the **Login** screen, the user enters their User ID or swipes their card. If System Manager is configured to prompt for Secondary PIN, the user may also need to enter a password.

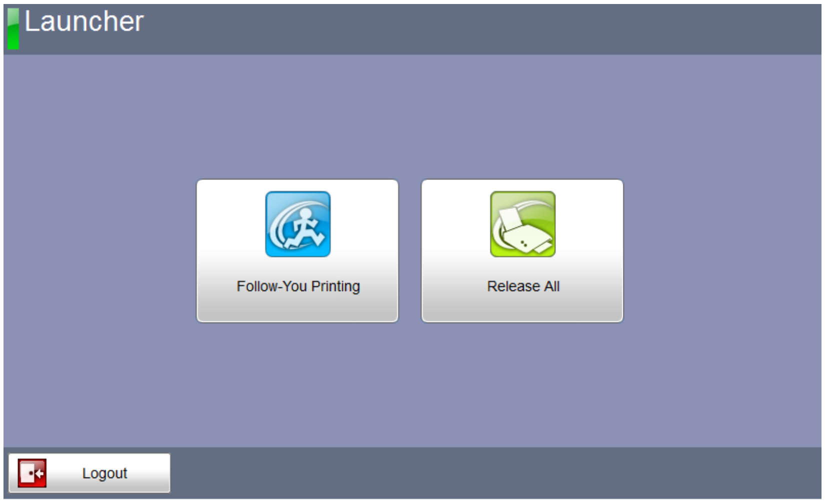
   Depending on how System Manager is configured, one of the following occurs after user authentication:

   - The **Launcher** screen opens, and the user can proceed to the **Follow-You Printing** application to release their documents.
2. On the **Launcher** screen, the user can access the configured Xerox Secure Access functions.

Selecting functions

You can select functions in the following ways:

- Xerox ECSP functions such as Follow-You Printing, Release All, or other external applications (if configured) are selected by touching the desired function on the **Launcher** screen.
- Native device functions such as fax are accessed by pressing the **Services Home** hard key on the device once you have authenticated. A new screen displays where you can select the desired function. Consult your Xerox device documentation for details about using native device functions.



When you finish using a Xerox ECSP function, press **Logout** to quit the function and return to the **Login** screen, or **Launcher** to return to the **Launcher** screen. You can then select another function, or you can touch **Logout** to end your current session.

Using Follow-You Printing®

The Follow-You Printing screen displays all the queued documents associated with your login credentials, or release key. By default, the list displays documents in order from longest-queued to most-recently queued.

If configured in System Manager to prompt for a release key on the device, the Release Key screen opens after Follow-You Printing is selected. The user enters the key code and clicks **OK** to continue.

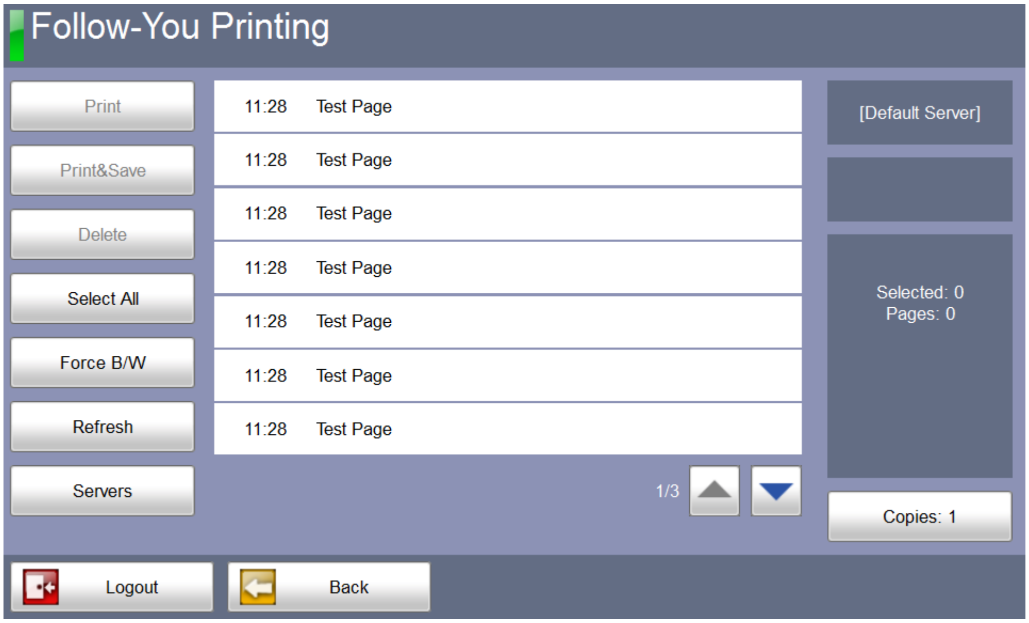
Note

The print queue can only display up to the first 100 print jobs per user.

Each time you release a document from the Job list, Xerox ECSP checks your estimated available account balance. If account limits are enforced, and the total cost of the selected documents exceed the available account balance, an error message displays indicating that the estimated account balance would be exceeded and the items will not be printed.

Note

Account limits are a licensable feature available in Xerox Secure Access.



11:28	Test Page
11:28	Test Page
11:28	Test Page
11:28	Test Page
11:28	Test Page
11:28	Test Page
11:28	Test Page

[Default Server]

Selected: 0
Pages: 0

Copies: 1

- Touch **Print** to release all selected documents (selected documents are highlighted).
- Touch **Print&Save** to release any selected print job and save them in the print queue.
- Touch **Delete** to remove selected documents from the Job List without printing them.
- Touch **Select All** to select all documents. To deselect a document and not release it for printing, touch the document again to deselect it.
- Select **Force B/W** to force color jobs to print in black & white. When selected, all specified jobs print in black & white. Touch the button again to turn Force B/W "Off".
- Touch **Refresh** to update the document list.
- Touch **Servers** to select a different print server and pull your document from another print queue to this MFP. To use this feature, your print environment must be configured to support multi-server Follow-You™ printing.
- Touch the Up or Down arrow buttons to quickly move between pages if the list of documents are on more than one page.
- Touch **Back** to return to the previous screen.
- Touch **Logout** to end your current Xerox ECSP session.

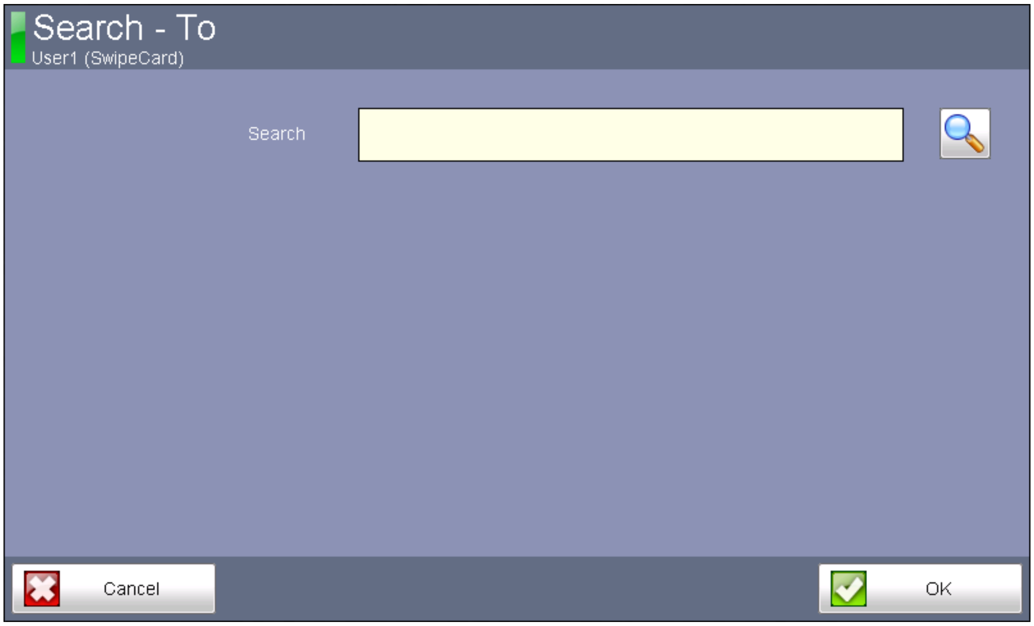
When you select a job to Print, Print&Save, or Delete, the document details are displayed in the Job Details section.

Using LDAP Email Search

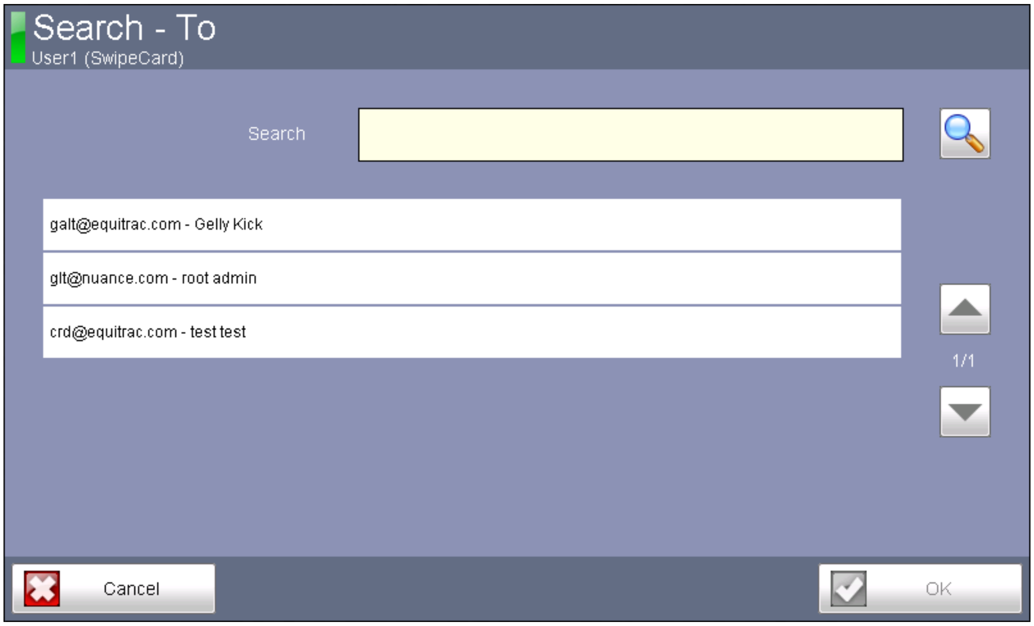
In oder to use LDAP search, it must be enabled and configured on the server. See the *Xerox* Secure Access *Administration Guide* for details. If not configured, the LDAP search magnifying glass icon does not appear. To perform a search, use the LDAP search buttons located beside the **To** and **Cc** fields.

To perform an email search, do the following:

1. Select the **Magnifying glass** button beside the **To** or **Cc** fields to search for and add addresses to the corresponding field. A **Search** screen opens:



2. Touch the **Search Criteria** field to display a soft keyboard.
3. Enter your search criteria and select the **Magnifying glass** icon again to display search results.



galt@equitrac.com - Gelly Kick

glt@nuance.com - root admin

crd@equitrac.com - test test

4. Use the **Up** and **Down** arrows to scroll through the list page by page.
5. Select one or more addresses, and touch **OK** to exit the Email Search feature.
6. Make a selection from the results, and touch **OK**. The information populates the **To** or **Cc** field.

5 Troubleshooting

Before contacting Technical Support for assistance, refer to the following table for symptoms that match the problem you are experiencing. Instructions for possible solutions are also provided.

Symptoms and Solutions

If you experience a problem with your Xerox Secure Access application at a device, refer to the table below for symptoms and solutions that match your problem before contacting Xerox Technical Support for help.

Symptom	Possible Resolution
The indicator light on the card reader is off	When the light is not lit, this indicates a loss of power to the reader. Check the cable connection to the Authentication Device and ensure that it is firmly seated. If the light remains unlit, check the power to the Authentication Device. If the Authentication Device does not have power, neither does the card reader.
The card reader indicator light rapidly flashes red upon swipe	The swipe was invalid at the card reader. The Xerox Secure Access server has determined that the card ID does not correspond to a valid user on the network. Test the reader with another card for a user whose card is known to work at other readers. If the cards are not being read correctly at any reader, server configuration may be the cause. Read Configuring Authentication Prompts on page 11 to ensure the card data positions are set correctly.
The card reader indicator light stays red upon swipe	If the indicator light does not change color when you swipe, the reader has not detected the card. Verify that the swipe was performed correctly. A magnetic card may have been encoded with a different standard or swiped upside down or facing the wrong direction; a proximity card may not have been placed close enough to the reader, or may not be a supported card type. If the same card works at other readers at the same site, the reader module may be at fault. If the card does not work at other readers, verify the card technology with the card vendor and reference Supported Card Readers on page 4.
The Authentication Device is not listed in **System Manager > Devices**	Authentication Devices appear in the Devices list by MAC Address. Check the list of <Unassigned control terminals> to check for the IP Address of the Authentication Device in question. If you manually configured the Authentication Device (without DHCP) ensure that you entered the correct DCE IP Address in the Web Admin utility.

Symptom	Possible Resolution
After the user authenticates at the MFP, an error message appears stating "**access to copy job denied.**"	A copy rule has been applied to the user and device. The user is not authorized to use the copy function on this device. The user can touch Yes or Exit to logout. For more information on copy rules, refer to the Routing Rules chapter in the *Xerox Secure Access Administration Guide*.
Device initialization failed	A common cause of device initialization failure is due to incorrect DNS configurations. To determine where the error has occurred, run the EQXeroXEIPRegistration.exe file located in the Xerox Tools folder. This program will produce a verbose error description that will help you diagnose the problem. If DNS configuration is the problem, this file allows you to change DNS addresses into IP Address registrations. Run the executable from a command prompt, followed by /h to view a list of options.
Xerox ECSP cannot be uninstalled from the device	Ensure the **Default Screen when Originals are Detected** setting of the device is set to **None (Take No Action).** If this setting is Xerox ECSP, the uninstall will fail. Check the web administration page for the device under **Properties > General Setup > Entry Screen Defaults.**

Configuration Tear Sheet

Tear this sheet out and use it when performing the physical setup of the Authentication Devices. You must keep careful track of the IP and MAC Address of each Authentication Device and the corresponding MFP that it will control. The MAC Address of the Authentication Device is printed on the serial number label.

	Authentication Device		Multifunction Device	
	MAC Address	IP Address	IP Address	Hostname
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Appendix: Third Party Software

A

This software contains the following third party software.

SAX XML Parsing Project

SAX XML Parsing Project **(http://www.saxproject.org)** covering packages org.sax.*

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- java.rmi.*
- javax.xml.parsers.*
- javax.xml.rpc.*
- eq.java.lang.*
- eq.java.util.*

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Base64 Encoding

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Java Collections v1.1

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