### **Installing Infoprint Select**

Infoprint Select allows you to submit jobs to Infoprint Manager from word processors, spreadsheets, and other desktop applications. It also provides you with a powerful command line which you can use to interface more directly with Infoprint Manager and to specify AFP<sup>™</sup> print options. This section contains procedures for installing and configuring Infoprint Select on the Windows platform. The following topics are covered:

- "Understanding commands"
- "Installing Infoprint Select from a CD-ROM" on page 2
- "Configuring your Infoprint Manager server to work with Infoprint Select" on page 2
- "Creating Infoprint Select printers" on page 3

#### **Understanding commands**

Typically, Infoprint Select is used to allow users to print to Infoprint Manager destinations from existing Windows applications (usually through the **Print** option on the **File** menu). In addition, Infoprint Select provides the following POSIX commands which can be issued at a Command Prompt on the client system:

- pdaccount
- pdclean
- pdcreate
- pddelete
- pddisable
- pdenable
- pdls
- pdmod
- pdq
- pdpause
- pdpr
- pdpromote
- pdreorder
- pdresubmit
- pdresume
- pdrm
- pdset
- pdshutdown
- pdspace

You can find detailed documentation for these commands in the *Infoprint Manager: Reference* (S544-5475).

By default, Infoprint<sup>®</sup> Manager security allows everyone to use the **pdpr**, **pdls**, **pdmod**, **pdq**, **pdrm**, while only members of the **admin** and **oper** security groups can use the other commands. (Users who are not members of the **admin** or **oper** groups can only use **pdmod** and **pdrm** on their own print jobs.)

For additional information about Infoprint Manager security and permissions, refer to the Managing SecurityAdministrator procedure.

### Installing Infoprint Select from a CD-ROM

Follow these steps to install Infoprint Select on a Windows system from a CD-ROM:

#### Notes:

- If you plan to use Infoprint Select to print PostScript jobs to an AIX DSS or BSD DSS printer, be sure to use the PostScript printer driver that came with your printer when you create an Infoprint Select printer on your desktop. These drivers include PostScript Printer Definitions (PPDs) that are specific to your printer. Do not use the printer drivers and PPDs that are provided with Infoprint Select. They contain specific actual destination attributes that apply only to PSF DSS printers.
- 2. If you change a port number on a Windows 95 system, you may receive the following message:

Fonts downloaded to this printer while connected to Infoprint Select may be lost. You may need to resend them again on *your port*.

You can ignore this message.

- 1. If available, insert the most recent Infoprint Manager Service (CLIENT) CD-ROM into your CD-ROM drive. Otherwise, insert the appropriate Infoprint Manager Client CD-ROM into the drive.
- 2. Navigate to the *d*:\select\win\*language* directory, where *d*: is the CD-ROM drive and *language* corresponds to your preferred language.
  - a. Double-click the My Computer icon.
  - b. Double-click the CD-ROM drive icon.
  - c. Double-click the select folder.
  - d. Double-click the win folder.
  - e. Double-click the folder that corresponds to your preferred language.
- 3. Double-click the **select.exe** icon.
- 4. Follow the instructions on the InstallShield screens to install the program.

### Configuring your Infoprint Manager server to work with Infoprint Select

In order for Infoprint Select to submit print jobs to Infoprint Manager properly, you must configure the appropriate Infoprint Manager logical destinations to accept jobs from Infoprint Select. Use the Infoprint Manager Administration GUI as described in the following procedure to configure the logical destinations correctly. If you want to use the command line instead of the GUI, use the **pdset** command to set the **windows-nt-driver-name** attribute.

- **Note:** It is highly recommended that users who submit jobs with Infoprint Select send them to Infoprint logical destinations, not to Infoprint actual destinations.
- 1. Log on to a system that has the Infoprint Manager Administration GUI installed on it as a user with administrator privileges.
  - **Note:** To be able to complete this procedure, you must have the authority to use the **pdenable**, **pddisable**, and **pdset** commands. If you do not have that authority, your user id must be added to the access control lists

(ACLs) on your Infoprint Manager server. Refer to the Managing Security Administrator procedure for additional information.

- 2. Launch the Infoprint Manager Administration GUI.
- 3. Select one of the logical destinations that will receive print jobs from Infoprint Select by clicking on it once.
- 4. On the menu bar, click Logical and select Properties.
- 5. In the **Properties** notebook, click the **Drivers** tab.

Note: If you do not see the **Drivers** tab, click **Show more**, then click the **Drivers** tab.

- 6. In the **New value** field next to **Windows drivers**, type the name of one of the print drivers that users will use to submit jobs in conjunction with Infoprint Select.
- 7. Click **Add** >>.
- 8. Repeat from 6 for all of the drivers that users will use with Infoprint Select.
- 9. Click OK.

#### **Creating Infoprint Select printers**

This section describes how to configure Infoprint Select clients to allow print job submission from Windows applications to destinations managed by an Infoprint Manager server. This section includes the following topics:

- "Collecting required information"
- "Creating Infoprint Select printers on Windows 95/98 systems" on page 4
  - "Adding your first Infoprint Select printer on Windows 95/Windows 98 systems" on page 4
  - "Adding an additional Infoprint Select printer on Windows 95/Windows 98 systems" on page 6
- "Creating Infoprint Select printers on Windows NT systems" on page 7
  - "Adding your first Infoprint Select printer on Windows NT systems" on page 7
  - "Adding an additional Infoprint Select printer on Windows NT systems" on page 8
- "Creating Infoprint Select printers on Windows 2000 systems" on page 8
  - "Adding your first Infoprint Select printer on Windows 2000 systems" on page 8
  - "Adding an additional Infoprint Select printer on Windows 2000 systems" on page 10

#### **Collecting required information**

Before you can print to an Infoprint Manager destination from a Windows application, you must add an Infoprint Select printer to your Windows environment. Collect the following information before you begin:

- The host name or IP address of the Infoprint Manager server
- The port number that the Infoprint Manager server uses to communicate with client systems

The default is 6874.

- The names of logical destinations to use
- The names of the drivers to associate with each logical destination

- Where the driver files are located (on a CD-ROM, on a network server, or on your local system)
- **Important:** Drivers and Finishing The automatic data stream transforms that PSF printers use do not support finishing (stapling). As a result, if you plan to use Infoprint Select to submit PCL or PostScript jobs to a PSF printer (destination), you cannot specify finishing options when you submit a job, even if the print driver you use supports those options. It is recommended that you either use a different method to submit those print jobs, or that you submit them to an Infoprint printer that does not transform the data stream (such as a Passthrough printer or an AIX printer).

If you cannot use a different submission method and cannot submit your jobs to a different type of Infoprint printer, the only way to request finishing options on PCL and PostScript jobs submitted to a PSF destination is to use a default job. A *default job* is a list of attributes that is applied to every job that a particular logical destination receives. You can use the Infoprint Manager Administration GUI to modify the default job for the logical destination that Infoprint Select sends jobs to so that it requests the appropriate finishing options. However, this method is not recommended for two reasons:

- 1. Every job that you send to that logical destination will be finished the same way. For example, if you set the **Finishing options** attribute of the default job to **staple-top-left**, every job that is submitted to that printer will be stapled, even if the job is only one page long.
- 2. A logical destination can only have one default job, and a default job can only have one finishing option set. If you want to use different finishing options, you must create multiple logical destinations, each with different options set on the default jobs. Then, you must create a different printer on your desktop to submit jobs to each logical destination.

### **Creating Infoprint Select printers on Windows 95/98 systems**

# Adding your first Infoprint Select printer on Windows 95/Windows 98 systems

Follow this procedure to add an Infoprint Select printer to your Windows<sup>®</sup> 95/98 system:

- 1. On the Windows desktop, double-click the My Computer icon.
- 2. Double-click the **Printers** folder icon.
- 3. Double-click the **Add Printer** icon. The **Add Printer Wizard** window displays. Click **Next**.
- 4. Select Local Printer and click Next.
- 5. Click Have Disk.
  - a. Click Browse.
  - b. Navigate to the directory where you installed Infoprint Select. (By default, this is c:\Infoprint.) This directory holds the required ibmprt95.inf file.
  - c. Click OK.
  - d. Click **OK** to close the **Install from Disk** window.
- 6. Select a printer driver that is suitable for the printer you want to use and click **Next**.

- 7. If the next dialog is a notification that the printer driver already exists, select **Replace existing driver** and click **Next**.
- 8. In the **Available ports** list, find **Infoprint (Infoprint Select)** and check the box next to it.
  - **Note:** If you just installed Infoprint Select and cannot find it in the list, restart your system and start this procedure again from the beginning. If you cannot find the Infoprint Select port after you re-start the system, you may have to re-install Infoprint Select.
- 9. Click Configure Port. The Infoprint Port window displays.
- 10. In the **Print Server** field, select **Infoprint Manager** from the drop-down list.
- 11. In the Host Name field, type the host name of your Infoprint Manager server.
- 12. In the **Host Port** field, type the port number that your Infoprint Manager server uses to communicate with client systems. The default port is 6874.
- 13. Click Refresh Printer Selection List.
- 14. Select the appropriate printer from the list.
- 15. Click **OK**.
- 16. Click Next.
- 17. Enter a name for the printer in the field provided. This is the name by which the printer will be known to your Windows applications and the Windows desktop. Click **Next**.
- 18. When you are asked **Would you like to print a test page?**, select **No** and click **Finish**.

Note: The printer does not appear instantaneously in the Printers window.

If an Insert Disk dialog appears, click OK to close it.

At this point, a **Files Needed** dialog may appear. In all likelihood, the required file (adfonts.mfm) is already present on your system. If the **Files Needed** dialog appears, follow these steps:

- 1. Click the **Browse** button.
- 2. If you are using Windows 95, navigate to c:\win95\system (assuming that your operating system is installed on the C: drive). If you are using Windows 98, navigate to c:\windows\system, and select the file that is needed.
- 3. Click OK.
- 4. Click OK to close the Copying Files dialog and to complete the configuration.

If the **Files Needed** dialog appears again, follow a similar procedure to copy the files from either the \win95\system directory (\windows\system under Windows 98) or the Infoprint Select installation directory. You should find all missing files in one of these two locations.

If you cannot find a file in either of these directories, you must retrieve it from the operating system CD-ROM or floppy disks.

**Specifying the logical destination name:** Now you need to specify the logical destination name by doing the following:

- 1. Open a Command Prompt window and edit the autoexec.bat file.
- 2. Add the following line to the file:

SET PDPRINTER=logicaldestinationname

- 3. Save your changes and close the autoexec.bat file.
- 4. Restart the Windows system to make this change effective.

If you want to add additional Infoprint Select printers to your environment, follow the procedure described in "Adding an additional Infoprint Select printer on Windows 95/Windows 98 systems".

**Changing print driver properties:** Next, you need to configure the print driver to work correctly with Infoprint Select to send binary data instead of ASCII data by doing the following:

- 1. In the **Printers** window, select the printer that you just created.
- 2. Click **File**—>**Properties** and the *Printer* **Properties** appears, where *Printer* is the printer that you just created.
- 3. Click the **PostScript** tab and click **Advanced...**. The **Advanced PostScript Options** dialog box appears.
- 4. Click Pure Binary Data.
- 5. Click OK in the Advanced PostScript Options dialog box.
- 6. Click OK in the Printers window.

### Adding an additional Infoprint Select printer on Windows 95/Windows 98 systems

Before adding an Infoprint Select printer to your Windows NT/Windows 2000 environment, you must first collect the information described in "Collecting required information" on page 3. Also, you must perform the appropriate server configuration as described in "Configuring your Infoprint Manager server to work with Infoprint Select" on page 2.

To print to an additional Infoprint Select printer, you must add an additional Infoprint Select port. Otherwise the configuration is similar to that described above in "Adding your first Infoprint Select printer on Windows 95/Windows 98 systems" on page 4.

Follow these steps to add an additional Infoprint Select port:

- 1. On the Windows desktop, double-click the My Computer icon.
- 2. Double-click the **Printers** folder.
- 3. In the **Printers** window, right-click the icon for the first Infoprint Select printer you created and select **Properties** from the pop-up list.
- 4. In the **Properties** window, click the **Details** tab.
- 5. In the Details tab, click Add Port.
- 6. In the Add Port window, select Other.
- 7. Select Infoprint Select as the type of port and click OK.
- 8. In the **Infoprint Port** dialog, type a name for the new port, such as Infoprint-2. (Use a name that is not used by any other port.) Click **OK**.
- 9. Select **Infoprint (Infoprint Select)** from the **Print to the following port** pulldown list. This will restore the original port assignment for the initial Infoprint Select printer. (The port you just created still exists and will be soon be used for the additional Infoprint Select printer.)
- 10. Click OK to close the Properties window.

After creating this new Infoprint Select port, follow the steps described in "Adding your first Infoprint Select printer on Windows 95/Windows 98 systems" on page 4,

but select the new Infoprint Select port (for example, Infoprint-2) in step 8. Do not forget to configure the new port in step 9.

#### **Creating Infoprint Select printers on Windows NT systems**

## Adding your first Infoprint Select printer on Windows NT systems

Before adding an Infoprint Select printer to your Windows NT environment, you must first perform these steps:

- Collect the information described in "Collecting required information" on page 3.
- Configure the server as described in "Configuring your Infoprint Manager server to work with Infoprint Select" on page 2.

Follow these steps to add an Infoprint Select printer to your Windows NT system:

- 1. On the Windows desktop, click the Windows **Start** button and select **Settings** -> **Printers**.
- 2. Double-click the Add Printer icon. The Add Printer Wizard window displays.
- 3. Select My Computer and click Next.
- 4. In the Available ports list, find Infoprint Select and check the box next to it.
  - **Note:** If you just installed Infoprint Select and cannot find it in the list, restart your system and start this procedure again from the beginning. If you cannot find the Infoprint Select port after you re-start the system, you may have to re-install Infoprint Select.
- 5. Click Configure Port. The Infoprint Port Configuration dialog displays.
- 6. In the **Print Server** field, select **Infoprint Manager** or **Infoprint Manager Server** from the dropdown list.
- 7. In the Host Name field, type the host name of your Infoprint Manager server.
- 8. In the **Host Port** field, type the port number that your Infoprint Manager server uses to communicate with client systems. The default port is 6874.
- 9. Click Refresh Printer Selection List.
- 10. Select the appropriate printer from the list.
- 11. Click OK.
- 12. Click Next.
- 13. Select the printer driver you wish to install and click Next.
- 14. If the next dialog tells you that the printer driver already exists, select **Replace** existing driver and click Next.
- 15. Enter a name for the printer in the field provided. This is the name by which the printer will be known to your Windows applications and the Windows desktop. Click **Next**.
- 16. Confirm that the Not shared radio button is selected and click Next.
- 17. When you are asked **Would you like to print a test page**?, select **No** and click **Finish**.

**When the Files Needed dialog appears:** A **Files Needed** dialog may open at this point. In all likelihood, the file you need (pscript.dll) is already present on your system. If the **Files Needed** dialog does appear, follow these steps:

- 1. In the Files Needed dialog, click Browse.
- 2. Navigate to the c:\winnt\system32 directory (assuming that your operating system is installed on the c: drive) and select the file that is needed.

- 3. Click Open.
- 4. Click OK.
- 5. If the pscript.dll file is not found in this directory, you must load it from the operating system CD-ROM. To do this, follow these steps:
  - a. Insert the Windows NT operating system CD-ROM.
  - b. In the Files Needed dialog, click Browse.
  - c. Navigate to the *d*:\I386\Pscript.dl\_ file (where *d*: is your CD-ROM drive) and select the file that is needed.
  - d. Click **Open** and then **OK** to complete the configuration.

If you want to add additional Infoprint Select printers to your environment, follow the procedure described in "Adding an additional Infoprint Select printer on Windows NT systems".

## Adding an additional Infoprint Select printer on Windows NT systems

Before adding an Infoprint Select printer to your Windows NT environment, you must first collect the information described in "Collecting required information" on page 3. Also, you must perform the appropriate server configuration as described in "Configuring your Infoprint Manager server to work with Infoprint Select" on page 2.

To print to an additional Infoprint Select printer, you must add an additional Infoprint Select port. Otherwise the configuration is similar to that described above in "Adding your first Infoprint Select printer on Windows NT systems" on page 7.

To add an additional Infoprint printer to your Windows NT environment, follow these steps:

- 1. On the Windows desktop, click the Windows **Start** button and select **Settings** -> **Printers**.
- 2. Double-click the Add Printer icon. The Add Printer Wizard window displays.
- 3. Select My Computer and click Next.
- 4. Click Add Port.
- 5. In the Printer ports dialog, find the Infoprint port monitor and select it.
- 6. Click New Port.
- 7. In the dialog that opens, type a name for the new port, such as Infoprint-2, and click **OK**. (Use a name that no other port uses.)
- 8. Click **Close** to return to the **Add Printer Wizard**. The port you just created is selected.
- 9. Continue with step 5 of the procedure documented in "Adding your first Infoprint Select printer on Windows NT systems" on page 7, configuring the new port you just added.

#### Creating Infoprint Select printers on Windows 2000 systems

## Adding your first Infoprint Select printer on Windows 2000 systems

Before adding an Infoprint Select printer to your Windows 2000 system, you must first perform these steps:

- Collect the information described in "Collecting required information" on page 3.
- Configure the server as described in "Configuring your Infoprint Manager server to work with Infoprint Select" on page 2.

Follow these steps to add an Infoprint Select printer to your Windows 2000 system:

- 1. From the Windows desktop, click **Start—>Settings—>Printers—>Add Printer**.
- 2. The Add Printer Wizard window displays. Click Next.
- 3. In the **Local or Network Printer** dialog, select the **Local printer** button and ensure that the **Automatically detect and install my Plug and Play Printer** button is **not** selected. Click **Next**.
- 4. In the **Select the Printer Port** dialog, select the **Use the following port** check box, then scroll down the list of ports until you find the **Infoprint** port and select it. Click **Next**.
- 5. On the next dialog, select the manufacturer and model of your printer and click **Next**.
- 6. If the driver for your printer is already installed, the **Use Existing Driver** dialog appears. Click **Next**.
- 7. The **Name your Printer** dialog appears. Enter a name for the printer in the field provided. This is the name by which the printer will be known to your Windows applications and the Windows desktop. Click **Next**.
- 8. Select the **Do not share this printer** radio button and click Next.
- 9. When you are asked **Would you like to print a test page?** select **No** and click **Next**.
- 10. Click Finish.
- From the Windows desktop, click the Windows Start button and select Settings—> Printers.
- 12. On the menu bar of the **Printers** window, click **File** and select **Server Properties**.
- 13. In the Print Server Properties window, click the Ports tab.
- 14. Highlight the **Infoprint Select** port that you want to configure and click **Configure Port**.
- 15. In the **Infoprint Port Configuration** window, find the **Print Server** field and select **Infoprint Manager** or **Infoprint Manager Server** from the dropdown list.
- 16. In the Host Name field, type the host name of your Infoprint Manager server.
- 17. In the **Host Port** field, type the port number that your Infoprint Manager server uses to communicate with client systems. The default port is 6874.
- 18. Click Refresh Printer Selection List.
- 19. Select the appropriate printer from the list.
- 20. Click **OK**.
- 21. Click Close.

**When Files Needed dialog appears:** A **Files Needed** dialog may open at this point. In all likelihood, the file you need (pscript.dll) is already present on your system. If the **Files Needed** dialog does appear, follow these steps:

- 1. Click Browse.
- 2. Navigate to the c:\winnt\system32 directory (assuming that your operating system is installed on the c: drive), and select the file that is needed.
- 3. Click Open.
- 4. Click OK.
- 5. If the pscript.dll file is not found in this directory, you must load it from the operating system CD-ROM. To do this, follow these steps:
  - a. Insert the Windows 2000 operating system CD-ROM.

- b. Click Browse on the Files Needed dialog.
- c. Navigate to the *d*:\I386\Pscript.dl\_ file (where *d*: is your CD-ROM drive).
- d. Click **Open** and then **OK** to complete the configuration.

If you want to add additional Infoprint Select printers to your environment, follow the procedure described in "Adding an additional Infoprint Select printer on Windows 2000 systems".

### Adding an additional Infoprint Select printer on Windows 2000 systems

Before adding an Infoprint Select printer to your Windows 2000 environment, you must first collect the information described in "Collecting required information" on page 3. Also, you must perform the appropriate server configuration as described in "Configuring your Infoprint Manager server to work with Infoprint Select" on page 2.

To print to an additional Infoprint Select printer, you must add an additional Infoprint Select port. Otherwise the configuration is similar to that described above in "Adding your first Infoprint Select printer on Windows 2000 systems" on page 8.

To add an additional Infoprint printer to your Windows 2000 system, follow these steps:

- 1. From the Windows desktop, click **Start**—>**Settings**—>**Printers**—>**Add Printer**.
- 2. The Add Printer Wizard window displays. Click Next.
- 3. In the Local or Network Printer dialog, select Local printer and clear the Automatically detect and install my Plug and Play Printer checkbox. Click Next.
- 4. Click **Create a new port** and highlight **Infoprint port monitor** from the pull-down list. Click **Next**.
- 5. In the dialog that opens, type a name for the new port, such as Infoprint-2, and click **OK**. (Use a name that no other port uses.)
- 6. Continue with step 5 of the procedure documented in "Adding your first Infoprint Select printer on Windows 2000 systems" on page 8, configuring the new port you just added.