Copy Audit Rollout Questionnaire

updated by Susan Scurry (Jul 01, 2013)

Prior to implementation of the Print Audit Copy Audit, it is advisable to complete and forward this document with your order.

Question	Answer
1. Do you use the TCP/IP protocol on your network? If so do you have static IP addresses that you could apply to each Copy Audit terminal?	
2. How many copiers do you want to attach Copy Audit to? For each copier please give us the following information:	
3. Manufacturer and model of the copier.	
4. Does it have an existing copy tracking box attached? If so, what brand?	
5. Does it have a spot near it where the copy tracking box could be placed? The box has the following dimensions: 7.5"L x 4"W x 3"H.	
6. Is there a LAN connection within seven feet of the photocopier? If the Copy Audit box and the copier need to share a connection you will need a 10/100 switch/hub to successfully setup the copy tracking box.	

| 7. Are there power outlets available within seven feet of the copier? You will need two if you have to setup a new switch/hub. | |

The Copy Audit terminal must be installed by your copier dealer. Your dealer needs to install a harness kitprovided by the copier manufacturer that connects to the Copy Audit Terminal.

Please refer to the following diagrams for a complete picture of how the Copy Audit box is connected.

Connecting the Copy Audit to the Network

The ideal configuration for the Copy Audit, use in conjunction with a 'connected' photocopier, is to have separate LAN connections for both the photocopier and the Copy Audit unit – as shown below. Of course, if the photocopier is not connected to the network, the Copy Audit unit will have its own dedicated LAN connection.