Print Audit 6 Installation

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IMPORTANT! Before You Install

Print Audit 6 is a desktop application that you must install on every computer where you want to track printing. Users installing Print Audit must have Administrator rights, or you must use third-party tools that can install software in a locked down environment. Installing Print Audit 6 across a network requires knowledge of the network design, user rights and technologies available in your organization.

Print Audit supplies various tools to aid in the network rollout of Print Audit 6 software but these tools are meant to complement your organization's current desktop software rollout procedures. If you do not have an established way to rollout software in your organization then we strongly advise that you develop a software rollout plan for all desktop software before attempting to roll out Print Audit 6 software.



Key Concepts



Print Audit 6 print tracking is split into three main components; Client, Database Communicator and Database.

Print Audit 6 tracks print jobs directly from the computer where the print job is issued. It does so by having a Client component installed on each computer. The Client component communicates print job information with a Database Communicator component, which is usually installed on the same computer as the database. The Database Communicator receives print job information from the Client component on workstations and saves it to the database.

Reporting is achieved by connecting reporting tools directly to the database and retrieving stored information from the database.



System Requirements

Operating System requirements

Database Communicator, Database and Administrative tools

- Windows Server 2003
- Windows XP
- Windows Vista
- Windows Server 2008
- Windows Server 2008 R2
- Windows 7
- Windows 8
- Windows 10
- Windows Server 2012
- Windows Server 2012 R2
- Windows Server 2016

Client

- Windows Server 2003
- Windows XP
- Windows Vista
- Windows Server 2008
- Windows 7
- Windows 8 with the exception of Metro Apps and Surface R/T
 - ** Contact our Support team at support@printaudit.com for more information
- Windows 10
- Mac OS X 10.9 or newer.

CPU and RAM requirements are the same as those of the operating system on which the solution is running.



Installation Requirements

- A full installation, including the Database Communicator and the database will require approximately 60 MB of disk space.
- A full installation, NOT including the Database Communicator and the database will require approximately 50 MB of disk space.
- When using a deployment method such as logon scripts or Active Directory to deploy components to workstations, only the components you choose to install with the installation wizard will be copied to each workstation. The hard drive space used is dependent on which components are installed.

O Note

The total amount of disk space used is dependent on the method that you use to do the actual installation. The figures stated above are estimates as JET or MDAC may need to be installed as well.

• When using a deployment method, the network traffic created during the installation will be between 3 and 60 MB's per workstation, depending on the components you choose to install

Database Requirements

- Support for Access and SQL Server 2005 or newer (Full or Express) database back-ends.
- The amount of disk space used by the database is dependent on the type of database back-end as well as the amount of data being tracked.
- Approximately 1MB of disk space per 2000 print jobs will be used.

Database Communicator Memory Usage

• The Database Communicator is a service and will use up to 10 MB of memory when running but decreases the longer it is in use. The amount -of memory used decreases as certain components of the communicator are never used and eventually the memory for those components will be swapped out to other processes.



Client Installation Requirements and Memory Usage

- The Client will require approximately 2 MB of disk space.
- The Client will use approximately 1 MB of memory on the system and will increase to approximately 1.5 MB when tracking a print job.

Networking requirements

- TCP/IP networking (by default, port 17520 is used for communication between the Database Communicator and the Client)
- No network traffic is created until a print job is initiated.
- Once a print job has been sent to the printer, 10 to 20 KB of bidirectional network traffic is created per print job, regardless of the print job size.



Installation Types

The Print Audit 6 installer makes the following installation types available:

Trial Install – recommended install during software evaluation on a limited number of computers or when computers are not on a network. This install will create a Microsoft Access database, and install all tracking and reporting tools on a single computer.

Step by Step Walkthrough – recommended for advanced users or installations where multiple computers will be storing information in a shared database.

Client Only Install – recommended for adding extra computers to an existing Print Audit 6 installation. This setting only installs the Client component on a single computer. You must have an existing Print Audit 6 database and Database Communicator running on the network before selecting this type of installation.

Create a Network Install – recommended for advanced users who wish to prepare Print Audit 6 for network deployment. This setting does not install any active code on the machine; it creates a network installation folder which contains files necessary for network deployment. You will be taken through a wizard interface to select options that will take effect on machines deployed using this installation configuration.



Software download

Print Audit 6 setup can be downloaded at <u>www.printaudit.com</u>. The website always includes the latest version of the setup program.



1. Step by Step Walkthrough

The Step by Step Walkthrough method is intended for network installations where multiple computers will communicate with a central database. It is also useful if you wish to decide which components will be installed.

Step 1: Greeting

The installation welcomes you to Print Audit 6. Press "Next" to continue. You can abort the installation process at any point by selecting "Cancel".



Step 2: License Agreement

This screen will present you with the Print Audit 6 End User License Agreement. You will need to select "I accept the terms in the license agreement" before the setup process can continue. Press " Next" once you have read the agreement and selected the appropriate checkbox.





Step 3: Installation Type

Select the "Step by Step Walkthrough" installation type. Press "Next" to continue.

If you wish to perform a Trial Installation or prepare network installation files, please see the appropriate sections for the type of install you are interested in.



Step 4: Select Destination Folder

This step lets you choose the folder you want to install Print Audit 6 to. If you would like to use the default folder, press "Next" to continue.





Step 5: Select Database Type

Print Audit 6 can use two types of databases; Microsoft SQL Server (SQL Server 2005, 2008, 2008 R2 and 2012 Full or Express Edition) or Microsoft Access. Microsoft Access is easier to configure while SQL Server is more robust and handles large user bases better. Microsoft Access does not need to be installed in order to use Microsoft Access for database storage.

Select the type of database you wish to use and press "Next" to continue.

i Print Audit 6	X
Print Audit 6 - Select a Database Type Please select a database type. Once you select a database type, you change it by re-installing.	
Microsoft Access - Recommended for smaller installate Installation of Microsoft Access is not required. Under high prin may notice slowdowns when using this database type.	ions only. it volumes you
SQL Server - Recommended for larger installations. If you do not have an existing SQL Server, you can download I Express from their website. Please note that SQL Express does well as full SQL Server under high print volume situations.	Microsoft's SQL s not perform as
Instal Shield	Cancel



Step 6: Create New Database?

Print Audit 6 requires a Print Audit 6 compatible database to exist before it can store information in it.

If you have not yet created a database for Print Audit 6, choose "Yes – Create a new database". If you previously created a database, choose "No – Do not create a new database, I already created one". Press "Next" to continue.

😰 Print A	udit 6 🛛 🕅 🕅
Print An Please :	udit 6 - Create a New Database? select whether or not you want to create a new database.
Print Au need to program	dit 6 uses a database to store all configuration and print job information. You only create one database for your office. The database is shared by all Print Audit 6 is.
	• Yes - Create a new database.
	O No - Do not create a new database, I already created one.
InstallShield	< <u>B</u> ack <u>N</u> ext > Cancel

If you previously selected to create a SQL Server database, you will see the following window. It is used to inform you that the database will be created after Print Audit 6 setup finishes. Press "OK" to dismiss this information window. If you see this window, proceed directly to step 7 in the instructions.



Step 7: Select Database Location (Microsoft Access Only)

This screen allows you to select where the Microsoft Access database will be created. You can accept the default location (the My Documents folder for the current user) or press "Change" to select a new location.



You can also choose to automatically share the newly created database on the network. If you plan on running reports from multiple computers, it is recommended you share the database by selecting "Share this folder across the local network". Optionally you can select what name you wish this folder to be visible as on the network by typing in the desired name in the "Share Name" field. Press "Next" to continue.

😰 Print Au	udit 6	×	
Print Au Click Nex	Idit 6 - Select the Database Location	3)	
	Install Print Audit 6 database to: C:\Documents and Settings\thofer\My Documents		
	Do not share this folder across the local network Share this folder across the local network Share Name: PASDB		
NOTE: You must place the database where it can be accessed by all Print Audit 6 users. Users must have full permissions to this directory.			
Instal Shield –	< <u>R</u> ack Next > Cancel		

Step 8: Install Database Communicator

Print Audit 6 uses a component called the Database Communicator to facilitate communication between the database and Client component installed on workstation computers. Usually only one Database Communicator should be installed on a network. It is also highly recommended to install the database and Database Communicator on the same computer.

If you have not yet installed a Database Communicator, select "Yes – Install the Database Communicator". If you already have a Database Communicator installed on your network, choose " No – Do not install, I already installed one".

Press "Next" to continue.



Print A Please	udit 6 - Install Database Communicator?
The Prin 6 Client your org	it Audit 6 Database Communicator handles all communication between the Print Audit and your database. You generally only need to install one Database Communicator in ganization.
	Yes - Install the Database Communicator No - Do not install, I already installed one
RECOM same co running	MENDATION: We highly recommend installing the Database Communicator to the omputer that has the database. You need to install this on a computer that is always or print jobs may not be tracked.

Step 9: Database Communicator Settings

The Database Communicator allows for two settings to be modified; location and port.

The location is the name of the machine on which the Database Communicator has been installed to. Since we are installing the Database Communicator to this machine, the field is grayed out as Print Audit 6 automatically defaults the entry to the name of your computer.

The port field is defaulted to 17520. In most situations this default port will work perfectly. If you are aware of another application on your network using port 17520, you may change the communication port to one that is not used on your network.

Press "Next" to continue.

🕼 Print Audit 6		×
Print Audit 6 - Databa Please enter the Database	ise Communicator Settings Communicator settings.	
Please enter the port yo cannot be in use anywh suffice.	u want the Database Communicator to ere else on your network. In most cases	isten on. This port ; the default will
Location:	PJLM-MKT5	
Port:	17520	
InstallShield		
	< Back No	xt > Cancel

Step 10: Install Copy Audit

Users may track photocopy expenses by purchasing a hardware device called a Copy Audit. The Copy Audit device is connected to a photocopier and records copy information to the same database as Print Audit 6. This data can be used to generate reports for both printing and copying expenses.

If you have one or more Copy Audit devices on your network, select "Yes – Install the Copy Audit Communicator on this machine". If you do not have a Copy Audit device on your network or have already installed the Copy Audit Communicator onto another machine, select "No – Do not install the Copy Audit Communicator on this machine".

Press "Next" to continue.



Step 11: Select Components

Print Audit 6 now gives you the opportunity to select which optional components will be installed to this machine. If this is the first machine you are installing to, it is recommended that you install all components.

Select components you wish to install and press "Next" to continue.





Step 12: Ready to Install

Print Audit 6 now has enough information to proceed with installation. If you wish to make changes to any previously entered settings, you can use the "Back" button to return to the appropriate screen. If you are happy with your selections, press the "Install" button to install Print Audit 6.

😥 Print Audit 6	
Ready to Install the Program The wizard is ready to begin installation.	PRINT AUDIT
Click Install to begin the installation. If you want to review or change any of y exit the wizard.	our installation settings, click Back. Click Cancel to
Instal Shield	< <u>B</u> ack Install Cancel

Step 13: Installation Complete

Print Audit 6 will inform you when the installation has completed. In some circumstances, if system files need to be updated during installation, Print Audit 6 may need to reboot the computer. If that is the case, you will be prompted to reboot your computer.



If you selected to use a Microsoft Access database, the installation is now complete, however, if you selected to use a SQL Server database, the next steps will review how to create a database, create users and set up all necessary permissions for the database.



Step 14: Enter Database Login Information (SQL Server Only)

After the installation of Print Audit 6 has completed, you will be prompted with the screen below.

Print Audit 6 will attempt to create a database on your SQL Server, however, it needs "sa" credentials before it can do so. Enter your server name along with "sa" login and password into the appropriate fields. The "sa" user account will only be used to create the database and will not be stored on your system. Print Audit 6 automatically creates a user during installation with only enough permissions to function correctly. More information on the "PrintAudit" user account can be found in step 16.

Optionally, you can use Windows authentication to create the database. Your user account will need necessary permission to create a database, otherwise creation will fail. On some networks a "Network Provider" has to be specified before Print Audit 6 can connect to your SQL Server. If you know of a specific network provider that is required for your network, enter it in the "Network provider" field.

Click "Next" to continue.



🚺 Print Audit 6					
Enter SQL Server Login Information					
Please enter the database on this	SQL Server login inforr computer you can use	nation. If you just installed the SQL Server the defaults provided and just click Next.			
	Server:	VM-2005-XPH\SQLEXPRESS			
PRINT GUDIT	Login	sa			
	Provinced	20000000000			
	- Advanced				
	Illse Wi	ndows authentication			
	Notwork or	wider			
	Network pr				
Help		Back Next Exit			

Step 15: Enter Database Name (SQL Server Only)

Enter the name of the database you wish to create on your SQL Server. Print Audit 6 will automatically create all necessary tables and structures in this database. Make sure the database name you are specifying does not already exist on your SQL Server.

Press "Next" to continue.



Step 16: Select Password for PrintAudit User (SQL Server Only)

Print Audit 6 automatically creates a user named "PrintAudit" and gives that user permissions to the Print Audit 6 database. The user permissions are limited to what is necessary for Clients to be able to connect to the database. You should use this user account to connect to the Print Audit 6 database.

The window below allows you to set the password for the "PrintAudit" user. If a password is not entered, it will default to "password". Press "Next" once you have set a password for the "PrintAudit" user account.



Print Audit 6				
Enter the Print Audit 6 Login Password				
Please enter the pa login and password	ssword you want to u will only have permiss	use to login in to the Print Audit 6 database. This sions to the Print Audit 6 database.		
	Name: Password:	PrintAudit Password		
Help	C	Back Next Exit		

Step 17: Ready to Create Database (SQL Server Only)

The Maintenance Wizard will now show you the summary of options you selected. If there is anything you wish to change, press the "Back" button and make any required changes. If you are satisfied with the settings, press "Create" to create a Print Audit 6 database.



Step 18: Database Creation Complete (SQL Server Only)

You will see the screen below if the desired database has been successfully created. If the database could not be created, Print Audit 6 will inform you of the errors and give you a chance to modify your settings.

Press "Done" to complete the Print Audit 6 installation. If you selected to install the Database Communicator during this installation, proceed to step 19, otherwise you are ready to capture print information with Print Audit 6.





Step 19: Client Run for the First Time (SQL Server Only)

After installation is completed, the Print Audit 6 Database Communicator is automatically started. At this point you will see the error message below. It indicates that Print Audit 6 could not detect your database settings. This is normal behavior as we have not told the Database Communicator which account to use to connect to the Print Audit 6 database.

Press "OK" to dismiss this dialog and proceed to the SQL Server Login screen in step 20.



Step 20: Enter SQL Server Login Information (SQL Server Only)

You will be presented with a SQL Server Login screen. The following information needs to be entered before we can connect to the database; server, database, user and password.

The "server" field is usually the name of your SQL Server. If you have multiple instances of SQL Server, then the server name needs to be entered in the following format "SERVERNAME\ INSTANCENAME".

In the "database" field, enter the name of the database you created for Print Audit 6 in step 15. In the "user' and "password" fields, enter the "PrintAudit" username and the password you set in step 16.

🔜 Print /	Audit Microsoft SQL Server L	ogin 🛛 🔀
Server:	pjlm-qa\sqlexpress	Login
Database:	PRINTAUDIT	Cancel
User:	PrintAudit	Help
Password:	NUMBER	Advanced>>

If you are using NT authentication, press the "Advanced" button to see advanced setting, otherwise press "Login" to have the Print Audit 6 Database Communicator connect to your SQL Server and the Print Audit 6 database.

🔜 Print A	udit Micro	soft SQL Serve	er Logi	in 🛛
Server:	pilm-qa\sqlex	press		Login
Database:	PRINTAUDI	PRINTAUDIT		Cancel
User:	PrintAudit			Help
Password				< <basic< td=""></basic<>
Advanced Settings				ssword
Network p	provider:			
Connectio	Connection timeout: 5			
Query timeout: 60				

To use NT authentication, check the "Use NT authentication" checkbox.

Check the "remember password" option if you do not wish to have to re-enter the password when the Database Communicator is restarted.

In the "Network provider" field enter the same information you used in step 14.

The default for "Connection timeout" is 5 seconds. If you have a slow or congested network, you may want to raise this value. This timeout determines how long Print Audit 6 waits before giving up attempting to establish a connection to your SQL Server.

The "Query timeout" field defaults to 60 seconds. This is the time Print Audit 6 will wait for a response from the SQL Server after it has been sent a query.

Press "Login" to have the Print Audit 6 Database Communicator connect to your SQL Server and the Print Audit 6 database.

Congratulations! You are now ready to start tracking your print jobs with Print Audit 6.

2. Network Installation

The Create a Network Install method is meant to prepare Print Audit 6 for mass deployment. We suggest running this type of install only after the database has been created and the Database Communicator is running on one of the computers.

If you have not created a database or do not have a computer that is running the Database Communicator component, please see the Trial Install or Step by Step Walkthrough documentation before creating a network installation folder.

The result of going through "Create a Network Install" will be a folder with batch files useful for deploying using login scripts, MSI files that can be used with Active Directory deployment using group policy, a CFG file that can be used to modify which components are installed and a copy of the installer.

Step 1: Greeting

Our new installer welcomes you to Print Audit 6. Press "Next" to continue. You can abort the installation process at any point by selecting "Cancel".



Step 2: License Agreement

This screen will present you with the Print Audit 6 End User License Agreement. You will need to select "I accept the terms in the license agreement" before the setup process can continue. Press " Next" once you have read the agreement and selected the appropriate checkbox.



License Agreement Please read the following license agreement carefully.	
SOFTWARE LICENSE AGREEMENT OF PJLM SOFTWARE INC. OPERATIN ("VENDOR") SOFTWARE LICENSE AGREEMENT	IG AS PRINT AUDIT
Vendor is willing to license the accompanying upon the condition that you accept all of the License Agreement and any supplementary l	g Software to you only terms contained in this license terms included
Vendor is willing to license the accompanying upon the condition that you accept all of the License Agreement and any supplementary l I accept the terms in the license agreement	g Software to you only terms contained in this license terms included Print
Vendor is willing to license the accompanying upon the condition that you accept all of the License Agreement and any supplementary of I accept the terms in the license agreement I do not accept the terms in the license agreement	g Software to you only terms contained in this license terms included Print



Step 3: Installation Type

Select the "Create a Network Install" installation type. Press "Next" to continue.

If you wish to install select components or perform a Trial Install, please see the appropriate sections for the type of install you are interested in.



Step 4: Network Installation Setup

The following screen explains what to expect from this type of installation. Press "Next" to proceed with creating a network installation folder.

🕼 Print Audit 6	<u> </u>
Print Audit 6 - Network Installation Setup Please read the information below.	
You have chosen the Network Setup Installation option. This option ask you want to install Print Audit 6 and then creates all files necessary to your organization.	is you questions about how easily rollout Print Audit 6 to
You can rollout the package you create here using login scripts, Active commercial software rollout products like Microsoft's SMS. You can also Status/Install tool.	Directory and other use our new Client
You cannot use the Network Installation to create the database or inst You should install those components first if they do not already exist or	all the Client Communicator. h your network.
Please note that this option does NOT install any of the Print Audit 6 to	ols to your computer.
InstaliShield	
< gadk [jex]	t > Cancel



Step 5: Select Network Install Folder Location

Files created during the "Create a Network Install" process must be placed into a folder. The window below will allow you specify where this folder is created.

Additionally, when using login scripts to deploy, this folder will need to be shared across the network. The Print Audit 6 installer gives you the chance to automatically create a network share.

Select "Do not share this folder across the local network" if you do not wish to automatically share this folder, of "Share the folder across the local network" if you are planning on using login scripts to deploy Print Audit 6. If you will be sharing out this folder, enter the desired name for the network share in the "Share Name" field.

Press "Next" to continue.



S tep 6: Select Database Type

Print Audit 6 can use two types of databases; Microsoft SQL Server (SQL Server 2005, 2008, 2008 R2 and 2012 Full or Express Edition) or Microsoft Access. Microsoft Access is easier to configure while SQL Server are more robust and handle large user bases better. Microsoft Access does not need to be installed in order to use Microsoft Access for database storage.

Select the type of database you wish to use and press "Next" to continue.





Step 7: Select Components

In this step, select which components you wish to have installed on all machines that this network installation will be used to deploy to. By default, the Client component will be selected. The Client component must be installed on every machine you wish to track.

The "Administration" and "Job Editing and Reporting" components can be pushed out to the entire network; however we highly recommend they only be installed on a few machines.

Select components you wish to install and press "Next" to continue.



Step 8: Database Communicator Connection Settings

The Print Audit 6 Client component needs to connect to the Database Communicator in order to communicate with the database. This is done by entering the location and port of the Database Communicator.

Enter the name or IP address of the machine running the Database Communicator in the "Location" field.

Enter the port number on which the Database Communicator is listening on in the "port" field.

Press "Next" to continue



Print Audit 6 - Please enter the I	Database Oatabase Co	e Communicator Settings omnunicator settings.	
Enter the name port it is listenit so before you	e of the com ng on. If yo install the C	puter running the Database Commu u have not installed a Database Con lient.	nicator as well as the municator yet, please do
Locat	ion:	WM-2005-XPH	
Port:		17520	
statsheid			



Step 9: Advanced Settings

There are advanced settings that can be set during network installation.

Suppress Reboots – In certain environments, it is desired not to show any signs of new software being installed. In those kinds of environments, the Print Audit 6 installer can be configured not to reboot upon completion (even if a reboot is requested by the operating system). Notice that Print Audit 6 may not function correctly until computers deployed to are rebooted.

Do Not Create Uninstall – If you do not wish to see an uninstall entry for Print Audit 6 in the Windows Control Panel under Add/Remove Programs, check this setting. Notice that this will make it more difficult to uninstall the software by both users and network administrators.

Do Not Create Start Menu Icons – In an environment where you wish to have very little indication that Print Audit 6 is installed, turning this option on will prevent Print Audit 6 from creating start menu items. Note that this will make it more difficult to launch Print Audit 6 components such as Help.

Select desired options and press the "Next" button to continue.



Ignore Disconnected Status – Check this box if you want to ignore any jobs that are disconnected when the Client has never connected to the Database Communicator. Once the Client has connected to the Database Communicator, the Disconnected Jobs option in the Print Audit Administrator will override this.Please note: If you select this option, there will be no notification from the Client that it has never connected to the Database Communicator.



🖗 Print Audit 6 (6.1.4R) - Installation
Print Audit 6 - Advanced Settings Please set the advanced silent install options.
Ignore Disconnected Status Check this box if you want to ignore any jobs that are disconnected. This setting only takes effect if the Client has never connected to the Database Communicator. This setting is overridden by the disconnected job setting in the Administrator once the Client is able to connect to the Database Communicator.
IMPORTANT: If you check this setting you will have no notification from the Client if it is has never been able to connect to the Database Communicator. You will have to use the Job Manager and/or the Client Status tool to find Clients that cannot connect.
InstallShield



Step 10: Ready to Install

Print Audit 6 now has enough information to proceed with creation of the network install folder. If you wish to make changes to any previously entered settings, you can use the "Back" button to return to the appropriate screen. If you are happy with your selections, press the "Install" button to create the network install folder for Print Audit 6.



Step 11: Installation Complete

When Print Audit 6 finishes creating the network install folder, you will be presented with the InstallShield Wizard Completed window. Press "Finish" to complete the installation.





Congratulations! You have successfully created a network installation folder for Print Audit 6. The contents of this folder will help you deploy Print Audit 6 using login scripts, Active Directory and many more mass deployment tools.

3. Client Only Installation

The Client Only Install method is meant for tracking additional computers. This means the database has already been created and there is a computer running the Database Communicator. If you have not created a database or do not have a computer that is running the Database Communicator component, please see the Trial Install or Step by Step Walkthrough Install documentation before proceeding with the Client Only Install.

Step 1: Greeting

Our new installer welcomes you to Print Audit 6. Press "Next" to continue. You can abort the installation process at any point by selecting "Cancel".



Step 2: License Agreement

This screen will present you with the Print Audit 6 End User License Agreement. You will need to select "I accept the terms in the license agreement" before the setup process can continue. Press " Next" once you have read the agreement and selected the appropriate checkbox.





Step 3: Installation Type

Select the "Client Only" installation type. Press "Next" to continue.

If you wish to install select components or prepare network installation files, please see the appropriate sections for the type of install you are interested in.



Step 4: Database Communicator Settings

Print Audit 6 uses a Database Communicator component to read/write to the database. The Client component you are now installing communicates with the Database Communicator. In order for the communication to be successful the Client component needs to know where the Database Communicator is located. We provide this information by entering two fields of information; location and port.

The location is the name of the machine on which the Database Communicator has been installed. Enter the name of the machine where you installed the Database Communicator (likely to be the computer that has the database).



The port field tells the Client what port number to use to connect to the Database Communicator. Enter the port number that you selected during the Database Communicator installation. If you do not know the port number, the default value of 17520 will work in most situations.

Press "Next" to continue.

🕼 Print Audit 6		×
Print Audit 6 - Dat Please enter the Datab	abase Communicator Settings ase Communicator settings.	PRINKAPPIN 🙆
Enter the name of the port it is listening on so before you install	te computer running the Database Communi . If you have not installed a Database Comm the Client.	icator as well as the sunicator yet, please do
Location:	WH-2005-XPH	
Port:	17520	
InstallShield		
	< Back Me	xt > Cancel

Step 5: Ready to Install

Print Audit 6 now has enough information to proceed with installation. If you wish to make changes to any previously entered settings, use the "Back" button to return to the appropriate screen, otherwise press the "Install" button to install the Print Audit 6 Client now.



Step 6: Reboot

In some circumstances, if system files need to be updated during installation, Print Audit 6 may need to reboot the computer. If this is the case, you will see the screen below. Save all your work and then press "Finish" to allow the computer to reboot.





Congratulations! You are now ready to start tracking your print jobs with Print Audit 6.



4. Trial Installation

Overview

The Trial Install method is meant for installation to a single computer, computers not connected to a network or for users wanting to evaluate the software on their local PC.

The Trial version provides full access to all Print Audit 6 features and functionality for a period of 15 days. After 15 days, the software will discontinue tracking jobs, but the collected data and reporting tools are still available for evaluation.

The Trial version is limited to support up to 5 workstations, one of each embedded license, and one Copy Audit Touch terminal.

Step 1: Greeting

Our new installer welcomes you to Print Audit 6. Press "Next" to continue. You can abort the installation process at any point by selecting "Cancel".



Step 2: License Agreement

This screen will present you with the Print Audit 6 End User License Agreement. You will need to select "I accept the terms in the license agreement" before the setup process can continue. Press " Next" once you have read the agreement and selected the appropriate checkbox.





Step 3: Installation Type

Select the "Trial Install" installation type. Press "Next" to continue.

If you wish to install select components or prepare network installation files, please see the appropriate sections for the type of install you are interested in.



Step 4: Installation Type Confirmation

Print Audit 6 will display a summary of options that have been defaulted to during the Trial Install process. Press "Next" to continue the installation.



🕼 Print Audit 6	X
Print Audit 6 - Trial Installation Please read the information below.	PRINT QUDIT (0)
You have chosen to do a trial install. This will install all Print computer. For more details on what is installed, please use	Audit 6 tools and software to your the Step by Step installation option.
This option installs a Microsoft Access database to C:\Docu Documents\. If you want to use SQL Server, or store the d the Step by Step installation. If a database already exists,	ments and Settings\thofer\My atabase in another location, please use the installer will NOT overwrite it.
NOTE: This option does NOT install the Copy Audit Commun Audit and want to install the Copy Audit Communicator to to Step installation option.	icator. If you have purchased Copy his computer please use the Step By
Instatishield	Next > Cancel

Step 5: Ready to Install

Print Audit 6 now has enough information to install selected components. If you wish to make changes to installation settings, click the "Back" button. Otherwise, press "Install" to proceed with the installation of Print Audit 6.



Step 6: Installation Completed

A screen indicating the InstallShield Wizard Completed will be displayed once the installation has completed. Press "Finish" to exit the installation wizard.





Congratulations! You are now ready to start tracking your print jobs with Print Audit 6.

5. Novell Environments

Following are step by step instructions needed to install Print Audit 6 in a Novell environment. The basic steps for installing Print Audit 6 are the same in any environment. However, if the database will reside on a Novell server and if the Novell user account will be used for print tracking, the instructions below will help to support that environment.

O Note

If you are installing Print Audit 6 in a Novell environment with the database residing on the Windows workstation and will be using the Windows user account for print tracking, you do not need to follow the steps below. Refer the Step by Step Walkthrough.

The Print Audit 6 Database Communicator and Administrative tools must be installed on a Windows based computer running Windows Server 2003 or newer.

The Print Audit 6 Client can be installed on workstations running Windows XP or newer or Mac OS X 10.5 or newer.

Print Audit 6 is compatible with both Microsoft Access and SQL databases and the database can be located on a Novell share. Please keep in mind that the Database Communicator requires full control permissions to the database.

Installing Print Audit 6 using an Access Database

- 1. Create a folder on the Novell Server where the database files will reside.
- 2. Run the 'pa6setup.exe' file and select the Step by Step Walkthrough Setup Type. For detailed instructions to complete this step, refer to Step by Step Walkthrough.
- 3. At the database type screen, select Access. By default the Access database files will be created in the My Documents folder. You can change this location on the next screen of the installation or you can cut the files and paste them into the folder that you created on the Novell server. There are two files created for an Access database: pa6db.mdb and pa6db.mdw.
- 4. After the installation is complete, verify that the database files have the correct permissions by right clicking on each file and then viewing the Properties. Make sure that Read-only is unchecked and that the Administrator account from the computer that is running the Database Communicator has full control permissions to the files.
- 5. To ensure that the Database Communicator service has the appropriate permissions to the database files on the Novell Server, open the Windows Services and locate the Print Audit 6 Database Communicator. Open the service and then go to the 'Log on' tab. By default, the

service will be set to 'Local System account', change this setting to 'This account' and enter in the username and password for the administrator account on the Novell server where the database resides. Stop and Start the service.

Installing Print Audit 6 using a SQL Database

- Install the SQL Server on the Novell server. If you do not have SQL Server already, you can download and install Microsoft SQL Server 2005, 2008, 2008 R2 or 2012 Express Edition. For more information on installing SQL Server Express click here.
- 2. To ensure that the Database Communicator service has the appropriate permissions to the SQL server on the Novell Server, open the Windows Services and locate the Print Audit 6 Database Communicator. Open the service and then go to the 'Log on' tab. By default, the service will be set to 'Local System account', change this setting to 'This account' and enter in the username and password for the administrator account on the Novell server where the SQL server resides. Stop and Start the service.

Configuring Print Audit 6 to use the Novell user account for tracking purposes

In order to track print jobs using the Novell user account, the workstations must have the Novell Client installed and Print Audit Network type must be set to Novell. The steps for Print Audit are below:

- 1. Open the Print Audit Administrator by going to the Start menu, Programs, Print Audit 6 and then select Administrator.
- 2. Click on the Advanced button located in the lower left-hand corner of the Administrator.
- 3. Select the Network Authentication tab on the left side.
- 4. Change the Network type to 'Novell Directory Services'.

Note: If the Network Type is set incorrectly, when a user prints they will be prompted by Print Audit 6 to enter a username and password. If this occurs, change the Network Type back to 'Windows Peer to Peer' and try printing again.

7. Logon Script Deployment

A system administrator can use logon scripts to assign tasks that will be automatically performed whenever a user logs on to a particular computer system. These scripts can use system environment variables, and can also call other scripts or executable programs. Logon scripts are frequently used to map network drives, start background processes, initialize user environment variables and to install software.

Understanding Logon Scripts

A logon script runs automatically whenever a user logs on to a computer running a member of the Windows Server family of operating systems. The script can contain operating system commands, such as those that make network connections or start programs. Logon scripts can also set environment variables to specify information such as the computer search path and the directory for temporary files. A logon script is usually a batch file (.bat or .cmd file name extension), but any executable program can be used.

Logon scripts are optional. You can use them to configure user working environments by creating network connections and starting programs. Logon scripts are useful when you want to affect the user work environment without managing all aspects of it.

After you create a logon script, you can assign it to one or more local users, sites, domains, or organizational units (OUs).

O Note

Two reboots are required in order for our software to start tracking. The first reboot installs the software onto the computer; the second reboot enables the Client. (You have the option to log off and on the computer twice instead of rebooting)

Using Logon Scripts to Install Print Audit 6

The followings items need to be completed before you are ready to deploy Print Audit 6 using logon scripts.

- Print Audit 6 setup was run, a database was created and the Data Communicator and Administration tools were installed.
- Print Audit 6 Administrator was run and Print Audit 6 was configured to run as desired.
- Print Audit 6 installer was run and a Network Install was performed. For more information on Network Installs, see the Network Installation Guide for a detailed guide.



• The network install directory from the previous steps was shared out so that it is available to users on the network.

O Note

The script will deploy all components created in the network install. If, for example, only the client component is to be deployed with the logon script, ensure that only the client component was selected during the network install.

If you have not completed one or more of the steps above, please do so before continuing with a logon script deployment.

To deploy Print Audit 6 using logon scripts, you will need to make a single call to "pasilent.bat" from the logon script. If you do not have a logon script configured, follow the steps below; otherwise proceed to section "Modifying Logon Script to Install Print Audit 6". To create a logon script, follow these steps on the server computer:

- 1. Select "Start" then "Run".
- 2. Type "explorer" (without quotes) and press "OK".
- 3. Browse to the C:\ drive.
- **4.** On the right-side pane, right click on a blank space and select "New" and then "Text Document" from the popup menu.
- **5.** Name the document "Logon1.bat". If Windows asks you if you want to change the extension from .txt to .bat, press "Yes" to agree.
- 6. Right-click on the file we just created and select "Cut".
- 7. Browse to the "%SystemRoot%\sysvol\sysvol\<domain DNS name>\scripts" folder and select "Edit" and "Paste" from the menu bar. On my machine, this would be the "C:\WINDOWS\ SYSVOL\sysvol\testdomain.local\scripts" folder.
- 8. Select "Start" then "Run".
- 9. On a server running Active Directory, type "dsa.msc" (without quotes) and press "OK".
- **10.** Under "Active Directory Users and Computers", expand your domain and go to the "Users" section.
- 11. Double-click on a user you wish to assign the logon script.
- 12. Select the "Profile" tab.
- **13.** In the "Logon Script" field, enter the name of the script you wish to execute. In our example, this would be "Logon1.bat" (without the quotes).
- **14.** Press "OK" to apply the settings.
- 15. Repeat steps 11 through 14 for every user you wish to assign this script to.



Modifying Logon Script to Install Print Audit 6

- 1. Select "Start" then "Run".
- Enter the path to your logon script and press "OK". On my computer the path would be "C:\ WINDOWS\SYSVOL\sysvol\testdomain.local\scripts". A Windows Explorer window should launch listing your logon script.
- 3. Right-click on your logon script and select "Edit".
- **4.** Enter the following two lines into your logon script (replace <SERVERNAME> with your server name and <PAINSTALLPATH> with the share name of the network installation folder that was created during the Print Audit 6installation):
 - a. SET PAINSTPATH=\\<SERVERNAME>\<PAINSTALLPATH>
 - b. CALL %PAINSTPATH%\pasilent.bat
- 5. Select "File" then "Save" to commit changes.

The next time a workstation logs into the server, the logon script will be executed and Print Audit 6 will be installed to this workstation.

8. Upgrading from Print Audit 5

Due to added features and functionality in Print Audit 6, upgrading from Print Audit 5 requires preparation, planning, and resource allocation in order to complete a successful upgrade.

- Print Audit 6 includes a new database, information will need to transferred from the Print Audit 5 database
- The Print Audit 5 Client will not work with Print Audit 6, requiring the Print Audit 6 Client installation for all workstations you want to track printing from
- If Copy Audit Numeric or Copy Audit Touch are connected to any devices, you will need to add these into the Print Audit 6 Administrator

Upgrade Methods

There are two ways to upgrade from Print Audit 5 to Print Audit 6.

- 1. Use the Print Audit 6 Database Migration Wizard. You must be licensed to use this tool
 - **a.** Stop and disable the Client Communicator and Copy Audit Communicator (only if you are using Copy Audit Numeric)
 - b. Install and configure Print Audit 6
 - **c.** Transfer data from the Print Audit 5 database to the Print Audit 6 database with the Database Migration Wizard
 - d. Create the Print Audit 6 Client installation package
 - e. Verify that the Client was deployed and successfully tracking print jobs

2. Export Users and Custom Fields out of Print Audit 5 and import them into Print Audit 6

- **a.** Stop and disable the Client Communicator and Copy Audit Communicator (only if you are using Copy Audit Numeric)
- b. Install and configure Print Audit 6
- c. Export the Users and Client Custom Fields from the Print Audit 5 database
- d. Import the Users and Client Custom Fields into the Print Audit 6 database
- e. Create the Print Audit 6 Client installation package
- f. Verify that the Client was deployed and successfully tracking print jobs

Using the Database Migration Wizard

Step 1 – Stop and Disable Client and Copy Audit Communicators

- 1. Open Microsoft Services and double click on the Print Audit 5 Client Communicator. Set the " Startup type" to Manual and click the Stop button. Click Apply and then Ok.
- If you are using Copy Audit Numeric, double click on the Print Audit 5 Copy Audit Communicator. Set the "Startup Type" to Manual and click the Stop button. Click Apply and then Ok.

Step 2 – Install and Configure Print Audit 6

- Please refer to the Step by Step Walkthrough installation instructions.
 Note: Please note that you must create a new database as the Print Audit 5 database is not compatible with Print Audit 6.
- 2. Open the Print Audit 6 Administrator and enter your Print Audit 6 license information.
- 3. Under System Settings, set the number decimal places you want to use for costs.
- 4. Configure the Email Notification settings.
- 5. Choose how you want to handle Disconnect Jobs.

Step 3 – Transfer data from Print Audit 5 to Print Audit 6

- Start the Database Migration Wizard by going to Start -> Programs -> Print Audit 6 -> Advanced Tools -> Database Migration.
- 2. Choose the database type and action you want and click Next.

👖 Print Audit 6 Datab	ase Migration Wizard	
Select Your Migra	tion Option	
Please select the type o	f database migration you want.	
	Migrate from Access to SQL Server Migrate from SQL Server to SQL Server Migrate from Access to Access	
Help	Back. Next Ext	

3. Select the database you want to migrate from.





4. Select the database you want to migrate to.

🛿 Print Audit 6	Database Migr	ation Wizard	×
Select the Database to Migrate To			
Please select the	e Access database	you want to migrate to.	
CHINEL CHINES	Click the Open b database. Click f	utton to the right of the text box to browse for the Next to Continue.	
	Databare:	Ind Settings/vbarker/My Documents/spa6db.mdb]
Help		Back Next Exit	

5. Choose to migrate no jobs, all job or only jobs printed after a certain time.

IP Print Audit 6 Database Migration Wizard		×
Select the Job Migration Options		
Please select which jobs y	ou want to migrate.	
	 Do not migrate jobs Migrate all jobs Migrate jobs printed on or after: 127.9./2008 Image: Second Secon	
Help	Back. Next Exit	



6. Start the migration by clicking on the Migrate button.

🚺 Print Audit (5 Database Migration Wizard 🛛 🛛 🔀
Start Migrati	ing Data
Click Migrate to database will be	start migrating your data. IMPORTANT: All data in the destination e deleted. Data in the source database is not affected.
Hep	Migrating all data can take several hours depending on the destination and the number of jobs. Click Cancel at any time to stop the migration.

7. Click Yes to confirm that you want to continue with the migration.

Print Audit 6	
⚠	Migrating the data will delete all data in the destination database. Are you sure you want to continue?
	<u>Yes</u> <u>N</u> o

8. The Database Migration Wizard will transfer the data from the Print Audit 5 to the Print Audit 6 database.

O Note

The time required for the migration can vary depending whether or not you transferring job information, and the size of the database. The Wizard will run with progress bars showing the status of the transfer. When it has completed you will receive a confirmation message.

Step 4 - Create the Print Audit 6 Client installation Package

- 1. Create a new Client package by running the Print Audit 6 pa6setup.exe file and choosing Create a Network Install.
 - **a.** A new folder will be created that has the Client Only installation of just 3MB, although you will still be able to push out the entire Print Audit 6 program if you want to.
- 2. Push the Client out to the workstations by whatever method the IT department uses.
- 3. The new Print Audit 6 Client will disable the Print Audit 5 Client but will not remove it.

Step 5 – Verify the Installation

- 1. Start the Administrator and verify that Users, Printers and Profiles have transferred properly.
- 2. Send some test print jobs and verify in the Job manager.



3. If you are running Copy Audit, test that it is tracking copy jobs.

Exporting from Print Audit 5 and Importing into Print Audit 6

Step 1 – Stop and Disable Client and Copy Audit Communicators

1. Open Microsoft Services and double click on the Print Audit 5 Client Communicator. Set the " Startup type" to Manual and click the Stop button. Click Apply and then Ok.

Print Audit 5 Client Communicator Properties (Local C 🕐 🔀	
General Log On	Recovery Dependencies
Service name:	PASClientCommunicator
Display name:	Print Audit 5 Client Communicator
Description:	This service handles all communication between Print Audit 5 Clients and the database
Path to executable	e:
"C:\Program Files	VPrint Audit Inc\Print Audit 5\Data\pa5clcom exe*
Startup type:	Manual
Service status:	Stopped
Start	Stop Pause Besume
You can specify the from here.	he start parameters that apply when you start the service
Start parameters:	
	OK Cancel Apply

2. If you are using Copy Audit Numeric, double click on the Print Audit 5 Copy Audit Communicator. Set the "Startup Type" to Manual and click the Stop button. Click Apply and then Ok.



rint Audit 5 Co	py Audit Communicator Properties (Lo 🍞 📘
General Log On	Recovery Dependencies
Service name:	PA5CopyAuditCommunicator
Display pame:	Print Audit 5 Copy Audit Communicator
Description:	A
Startup typg:	Manual
Service status:	Stopped
Start	Sjop Pause Besume
You can specify t from here.	he start parameters that apply when you start the service
Start parameters:	
	OK Cancel Apply

Step 2 – Install and Configure Print Audit 6

1. Please refer to the Step by Step Walkthrough installation instructions.

O Note

Please note that you must create a new database as the Print Audit 5 database is not compatible with Print Audit 6.

- 2. Open the Print Audit 6 Administrator and enter your Print Audit 6 license information.
- 3. Under System Settings, set the number decimal places you want to use for costs.
- 4. Configure the Email Notification settings.
- 5. Choose how you want to handle Disconnect Jobs.

Step 3 – Export Users and Client Custom Fields Out of Print Audit 5

- 1. Open the Print Audit 5 Administrator.
- 2. Click on the Client Custom Fields icon (only if using the Recovery module).
- 3. Click the Custom Field that you would like to export so it is highlighted blue.
- 4. Click the Export button.
- 5. Select the location where you want to this file to be created, and enter a name for this file.



- Click the Save button. You will receive a message saying how many values were successfully exported. Click Ok on the popup. Follow the steps above for the remaining Custom Fields.
- 7. Once you have finished exporting all the Client Custom Fields, click on the Users icon.
- 8. Click on the Export button.
- **9.** Click the browse button to select the location where you want this file to be created, and enter a name for the file.
- **10.** Click the Save button. You will receive a message saying how many users were successfully exported. Click Ok, and then Close.

Step 4 – Import Users and Client Custom Fields into Print Audit 6

- 1. Open the Print Audit 6 Administrator.
- 2. Click on the Client Custom Fields icon (only if using the Recovery module).
- **3.** Double click on a blank line in the grid at the top.
- 4. Enter the name for the Custom Field (i.e. Job Number)
- 5. Select the appropriate field type; this should be the same as Print Audit 5.
- 6. Highlight the Client Custom Field that you want to import values into.
- **7.** Click on the "Import" button at the top of the screen. An "Import Values" screen should appear.
- 8. From the "Import type" drop down, select Print Audit 5 Values File.
- **9.** Use the Import Tab to select the file that contains the values you want to import into the Client Custom Field. You can type the name of the file directly or use the button to browse to the file's location.
- **10.** Use the Advanced Tab to set advanced functionality for the import:
 - a. Select "Only add new values adds values only if they don't already exist in the database".
- **11.** Click the Import button.
- **12.** You will receive a message saying the number of values that were successfully imported.
- 13. Click the Ok button.
- 14. Click on the Users icon.
- 15. Click the Import button.
- **16.** From the "Import type" drop down, select Print Audit 5 Values File.
- **17.** Browse to the file users file that you exported from Print Audit 5.

18. Select the "Track profile" you want assigned to these users.

O Note

Note: If these users will be assigned to a User Profile other than the default "Track" profile, you will need to create the profile first.

- **19.** Select the appropriate Security profile for these users.
- **20.** If you had PIN Codes set up in Print Audit 5 and would like to use these in Print Audit 6, select "Assign from file" from the Import option drop down on the PIN's tab.
- **21.** If you would like to assign these users to a group that was used in Print Audit 5, select " Assign from file" from the Import option drop down on the Grouping tab.
- **22.** Click the Import button. You will receive a message showing the number of users that were successfully imported.
- **23.** Ensure you have at least one User that has their security profile to Administrator. To change this, double click on a User name and Select "Administrator" from the "Security" drop down.

Step 5 - Create the Print Audit 6 Client installation Package

- 1. Create a new Client package by running the Print Audit 6 pa6setup.exe file and choosing Create a Network Install.
 - **a.** A new folder will be created that has the Client Only installation of just 3MB, although you will still be able to push out the entire Print Audit 6 program if you want to.
- 2. Push the Client out to the workstations by whatever method the IT department uses.
- 3. The new Print Audit 6 Client will disable the Print Audit 5 Client but will not remove it.

Step 6 – Verify the Installation

- 1. Start the Administrator and verify that Users, Printers and Profiles have transferred properly.
- 2. Send some test print jobs and verify in the Job manager.
- 3. If you are running Copy Audit, test that it is tracking copy jobs.



9. Macintosh Installation

(i) IMPORTANT UNINSTALLATION NOTE

You cannot uninstall Print Audit 6 by dragging it to the Trash. When Print Audit 6 is installed, it integrates with part of the printing system on your Macintosh in order to track printing. To properly uninstall Print Audit 6, you must run the Print Audit 6 Uninstaller first. After successfully running the uninstaller, it is safe to drag Print Audit 6 to the Trash.

The Print Audit 6 Uninstaller is always installed along with Print Audit 6, in the Print Audit 6 Applications folder (Applications/Print Audit 6).

System Requirements

Print Audit 6 requires Mac OS X 10.9 (Mavericks) or later. You need to update any computers running Mac OS X 10.8 or older to 10.9 before installing Print Audit 6. To determine which version of Mac OS X is running on your Macintosh, click on "About this Mac" in the Apple menu.

Print Audit 6 also requires one (1) Windows-based PC running Windows XP or newer to host the Print Audit 6 database and administrative software. It is not possible to install Print Audit 6 to a network which does not have at least one Windows computer.

Upgrading from Print Audit 5 Mac

If you are upgrading from Print Audit 5 Mac, you must *completely* uninstall Print Audit 5 from your Macintosh before installing Print Audit 6 on it. The Print Audit 6 installer will display an error message and prevent you from installing if Print Audit 5 is found on your Macintosh.

Prerequisite: Installation to a Windows PC, for Networks not yet running Print Audit 6

For new installations of Print Audit 6, you need to install to at least one Windows computer before installing to your Macintosh computers. The database and administrative tools required to use Print Audit 6 only run on Windows-based computers.

If you already have Print Audit 6 configured and running on one or more Windows PCs, skip to the next section.

The basic steps required to set up Print Audit 6 on a Windows computer are outlined below.



- Install Print Audit 6 to at least one computer running Windows XP or newer. This installs the administrative and reporting tools along with the Client Communicator and a Windows Print Audit 6 Client you can use for testing. We recommend using the "Quick Install" option in the Print Audit 6 installation.
- 2. Configure Print Audit 6 using the Administrator. This allows you to setup how you want the Macintosh client to behave and what information you want users to enter before they can print.
- **3.** Test the configuration, using the Print Audit 6 client you installed in Step 1. Ensure that printing is tracked correctly and that you configured the software to your specifications.

See the Print Audit 6 Installation Guides for more information on installing Print Audit 6 to a Windows PC.

Also, consult the Print Audit 6 Manual for information on configuring Print Audit 6 to meet your needs:

Installing Print Audit 6 to a Macintosh Computer

If you previously installed and configured Print Audit 6 on your Windows computers or just installed it as described above, you can now install Print Audit 6 to the Macintosh computers on your network.

- 1. Ensure you are logged into an account with administrator privileges.
- Download the latest version of the Print Audit 6 Macintosh software from the Print Audit web site at http://www.printaudit.com/. Double-click on the downloaded Disk Image (.dmg) file to open it in the finder.
- 3. Double-click on the Print Audit 6 Installer package to start the installation.
- 4. The installer now walks you through the steps of viewing the Read Me file, accepting the License Agreement, and picking the location on your hard disk where you want to install Print Audit 6.
- 5. The installer asks for the login and password of a user account with administrative privileges. If your account has administrative privileges for the Mac, use your password. The Print Audit 6 installer requires administrative privileges in order to integrate with the printing system software included with your Mac.
- 6. IMPORTANT: During the final phase of the installation Print Audit displays the Print Audit 6 Client Configuration Utility. You must enter either the hostname or IP address of the Client Communicator you installed when you set up Print Audit 6 on your Windows computers. The other default settings are usually correct. When complete, click the Save Settings button. If you configure Print Audit 6 incorrectly, it will not track printing.

To re-configure Print Audit 6 at any time you can log-in as an administrator and double-click the Print Audit 6 Client Configuration application in the Print Audit 6 application folder.

Installing Print Audit 6 to a network of Macintosh computers

Once everything is working correctly on one computer you may want to install Print Audit 6 to all of your Macs. If you have only a few Macintosh computers you can install the software on each computer individually.

For networks of more than a few Macs, you may want to use a product like Apple Remote Desktop to remotely install Print Audit 6 to all of your computers.

OS X Network Installation

Important!

Print Audit 6 is supported only on computers running Mac OS X 10.9 or later. You will need to update computers running OS X versions older than Mac OS X 10.8 (Mountain Lion). Click on "About this Mac" in the Apple menu, to determine which version of Mac OS X is running on your Macintosh.

We recommend that you use Apple Remote Desktop to deploy Print Audit 6 to a network of computers running Mac OS X. You can remotely install, upgrade and uninstall Print Audit 6 using Apple Remote Desktop. However since the installer package is a standard Mac OS installer package, you can also roll out Print Audit 6 using any other Macintosh network deployment tool that supports this standard.

Apple Remote Desktop is network management software created and sold by Apple. To obtain Apple Remote Desktop, contact your Apple reseller or order it directly from Apple.

This document assumes you are familiar with the basic operation of Apple Remote Desktop. For more information on Apple Remote Desktop, consult Apple's web site at http://www.apple.com/ remotedesktop/ or read the Administrator's Guide at http://images.apple.com/remotedesktop/pdf/ ARD3_AdminGuide.pdf

Installing or Upgrading Print Audit 6 using Apple Remote Desktop

There are two steps to install or upgrade Print Audit 6. First, you have to configure the Print Audit 6 installer so it can do a silent install; then you use Apple Remote Desktop to install Print Audit 6 to the networked computers. Additional information on the second step can be found in Chapter 3 of the Apple Remote Desktop Administrator's Guide.



1. Configure the Print Audit 6 installer

- a. Download the latest release of Print Audit 6 for Mac OS X from the Print Audit web site at http://www.printaudit.com/.
- **b.** Double-click the Disk Image (.dmg file) to mount it. A Finder window is displayed showing the contents.
- c. Copy the pa6install.conf file from the Additional Files folder to a folder on the hard disk.
- d. Edit pa6install.conf using a text editor such as TextEdit.
- e. Change the configuration settings in pa6install.conf as appropriate for your network. In particular, you must configure the Database Communicator location. pa6install.conf has explanations of the other optional settings.
- f. Save pa6install.conf.

2. Use Apple Remote Desktop to deploy pa6install.conf to /tmp folder

- a. Choose a computer list in Apple Remote Desktop.
- b. Choose one or more computers in the list.
- **c.** Choose Manage > Copy items
- d. Add the modified pa6install.conf file to the list
- e. Select /tmp as the copy destination. The Print Audit installer will look in the /tmp folder for the pa6install.conf file.

3. Use Apple Remote Desktop to deploy Print Audit 6

- a. Choose a computer list in Apple Remote Desktop.
- b. Choose one or more computers in the list.
- c. Choose Manage > Install Package from the menu.
- d. Select Print Audit 6 Installer.mpkg.
- e. Click Install.

Uninstalling Print Audit 6 using Apple Remote Desktop

The Print Audit 6 Uninstaller will stop job tracking and remove the application in one step. More details on using Apple Remote Desktop for these tasks can be found in Chapter 3 of the Apple Remote Desktop Administrator's Guide.

- 1. Choose a computer list in Apple Remote Desktop.
- 2. Choose one or more computers in the list.
- 3. Choose Manage > Send Unix Command from the menu



4. The UNIX Command you want to send is

sudo "/Applications/Print Audit 6/Print Audit 6 Uninstaller.app/Contents/MacOS/uninstall" This assumes Print Audit 6 was installed to /Applications. Note that the quotes are important.

Mac OS X Network Installation

This document describes how to deploy Print Audit 6 to a network of Mac OS X computers.

IMPORTANT!:

Print Audit 6 is supported only on computers running Mac OS X 10.9 or later. You need to update any computers running Mac OS X 10.8 or older to 10.9 before installing Print Audit 6.Click on "About this Mac" in the Apple menu, to determine which version of Mac OS X is running on your Macintosh.

We recommend that you use Apple Remote Desktop to deploy Print Audit 6 to a network of computers running Mac OS X. You can remotely install, upgrade and uninstall Print Audit 6 using Apple Remote Desktop. However since the installer package is a standard Mac OS installer package, you can also roll out Print Audit 6 using any other Macintosh network deployment tool that supports this standard.

Apple Remote Desktop is network management software created and sold by Apple. To obtain Apple Remote Desktop, contact your Apple reseller or order it directly from Apple.

The rest of this document assumes you are familiar with the basic operation of Apple Remote Desktop. For more information on Apple Remote Desktop, consult Apple's web site at http://www.apple.com/remotedesktop/ or read the Administrator's Guide at http://images.apple.com/remotedesktop/pdf/ARD3_AdminGuide.pdf

Installing or Upgrading Print Audit 6 using Apple Remote Desktop

There are two steps to install or upgrade Print Audit 6. First, you have to configure the Print Audit 6 installer so it can do a silent install; then you use Apple Remote Desktop to install Print Audit 6 to the networked computers. Additional information on the second step can be found in Chapter 3 of the Apple Remote Desktop Administrator's Guide.

1. Configure the Print Audit 6 installer

a. Download the latest release of Print Audit 6 for Mac OS X from the Print Audit web site at http:// www.printaudit.com/.

b. Double-click the Disk Image (.dmg file) to mount it. A Finder window is displayed showing the contents.

c. Copy the pa6install.conf file from the Additional Files folder to a folder on the hard disk.



d. Edit pa6install.conf using a text editor such as TextEdit.

e. Change the configuration settings in pa6install.conf as appropriate for your network. In particular, you must configure the Database Communicator location. pa6install.conf has explanations of the other optional settings.

f. Save pa6install.conf.

- 2. Use Apple Remote Desktop to deploy pa6install.conf to /tmp folder
- a. Choose a computer list in Apple Remote Desktop.
- b. Choose one or more computers in the list.
- c. Choose Manage > Copy items
- d. Add the modified pa6install.conf file to the list

e. Select /tmp as the copy destination. The Print Audit installer will look in the /tmp folder for the pa6install.conf file.

- 3. Use Apple Remote Desktop to deploy Print Audit 6
- a. Choose a computer list in Apple Remote Desktop.
- b. Choose one or more computers in the list.
- c. Choose Manage > Install Package from the menu.
- d. Select Print Audit 6 Installer.mpkg.
- e. Click Install.

Uninstalling Print Audit 6 using Apple Remote Desktop

The Print Audit 6 Uninstaller will stop job tracking and remove the application in one step. More details on using Apple Remote Desktop for these tasks can be found in Chapter 3 of the Apple Remote Desktop Administrator's Guide.

- a. Choose a computer list in Apple Remote Desktop.
- b. Choose one or more computers in the list.
- c. Choose Manage > Send Unix Command from the menu

d. The UNIX Command you want to send is sudo "/Applications/Print Audit 6/Print Audit 6 Uninstaller.app/Contents/MacOS/uninstall" This assumes Print Audit 6 was installed to / Applications. Note that the quotes are important.