



Operator Manual

Version 5.8.0 - Jun-25



This documentation refers to the development status of Jun-2025. The texts and images were assembled with greatest care. Yet there can be minor discrepancies in program sequences or displayed texts that might occur as this product advances

We will appreciate suggestions for improvement or error reports.

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Table of content

1	Int	rodu	ction	8
	1.1	Syn	nbols in this manual	8
2	Ge	enera	setup of e-FOLLOW.cloud	9
3	Co	ncep	t of queues and devices	10
-	3.1	-	Jal Queues	
4	En	d_to_	End encryption	10
-				
5		•	ments	
	5.1	Sup	ported MFPs	11
6	Pr	epare	e-Bridge Next devices	12
	6.1		ructions & Configuration	
	6.2	Inst	all the embedded App	14
	6.2		General settings	
	6.2		Run Auto-configuration	
	6.2		Autoconfiguration settings	
	6.2	2.4	Update settings	
	6.2	2.5	Self-Registration	18
7	Pr	epare	eSF devices	19
	7.1	Inst	all the embedded App	19
	7.1		Self-Registration	
8		1.1		21
8		l.1 =OLL	Self-Registration	21 22
8	e-F	I.1 FOLL Firs	Self-Registration	21 22 22
8	e-F 8.1	I.1 FOLL Firs Virt	Self-Registration	21 22 22 23
8	e-F 8.1 8.2	I.1 F OLL Firs Virt 2.1	Self-Registration	21 22 22 23 24
8	e-F 8.1 8.2 8.2	I.1 Foll Firs Virt 2.1 Use	Self-Registration OW.cloud – Quick start t login to e.FOLLOW.cloud Management ual queue(s) Adding virtual IPP queue	21 22 22 23 24 25
8	e-f 8.1 8.2 8.3 8.3 8.3 8.3	I.1 Firs Virt 2.1 Use 3.1 3.2	Self-Registration OW.cloud – Quick start t login to e.FOLLOW.cloud Management ual queue(s) Adding virtual IPP queue rs ADD (internal user) LDAP Import /Synch	21 22 23 24 25 25 25
8	e-f 8.1 8.2 8.3 8.3 8.3	I.1 Firs Virt 2.1 Use 3.1 3.2 3.3.2.	Self-Registration OW.cloud – Quick start t login to e.FOLLOW.cloud Management. ual queue(s) Adding virtual IPP queue rs ADD (internal user) LDAP Import /Synch 1 Domains – User import.	21 22 23 24 25 25 25 26
8	e-f 8.1 8.2 8.3 8.3 8.3 8.3	I.1 Firs Virt 2.1 Use 3.1 3.2	Self-Registration OW.cloud – Quick start t login to e.FOLLOW.cloud Management. ual queue(s) Adding virtual IPP queue ers ADD (internal user) LDAP Import /Synch 1 Domains – User import. 2 Domains - Attribute names	21 22 23 24 25 25 25 25 26 27
8	e-f 8.1 8.2 8.3 8.3 8.3 8.3	I.1 Firs Virt 2.1 Use 3.1 3.2 3.3.2. 3.3.2. 3.3.2.	Self-Registration OW.cloud – Quick start t login to e.FOLLOW.cloud Management. ual queue(s) Adding virtual IPP queue ers ADD (internal user) LDAP Import /Synch 1 Domains – User import. 2 Domains - Attribute names	21 22 23 23 24 25 25 25 25 25 26 27 28
8	e-F 8.1 8.2 8.3 8.3 8.3 8.3 8.3	I.1 Firs Virt 2.1 Use 3.1 3.2 3.3.2. 3.3.2. 3.3.2. 3.3.2. 3.3.3.2	Self-Registration OW.cloud – Quick start t login to e.FOLLOW.cloud Management. ual queue(s) Adding virtual IPP queue Adding virtual IPP queue ars ADD (internal user) LDAP Import /Synch 1 Domains – User import. 2 Domains - Attribute names. 3 Domains - Default user	21 22 23 23 24 25 25 25 25 25 26 27 28 29
8	e-F 8.1 8.2 8.3 8.3 8.3 8.3 8.3	I.1 Firs Virt 2.1 Use 3.1 3.2 3.3.2. 3.3.2. 3.3.2. 3.3.3.3 3.4	Self-Registration OW.cloud – Quick start t login to e.FOLLOW.cloud Management. Jal queue(s) Adding virtual IPP queue Adding virtual IPP queue ADD (internal user) LDAP Import /Synch 1 Domains – User import. 2 Domains - Attribute names. 3 Domains - Default user. Self-register @ User Portal.	21 22 23 24 25 25 25 25 25 26 27 28 29 30
8	e-f 8.1 8.2 8.3 8.3 8.3 8.3 8.3 8.3	I.1 Firs Virt 2.1 Use 3.1 3.2 3.3.2. 3.3.2. 3.3.2. 3.3 3.4 Wir	Self-Registration OW.cloud – Quick start t login to e.FOLLOW.cloud Management ual queue(s) Adding virtual IPP queue ors ADD (internal user) LDAP Import /Synch 1 Domains – User import 2 Domains - Attribute names 3 Domains - Default user Self-register @ User Portal USER - CSV Import	21 22 23 24 25 25 25 25 26 27 28 27 28 29 30 31
8	e-F 8.1 8.2 8.3 8.3 8.3 8.3 8.3 8.3	I.1 Foll Firs Virt 2.1 Use 3.1 3.2 3.3.2. 3.3.2. 3.3.2. 3.3.2. 3.3.2. 3.3.4 Wir 4.1	Self-Registration OW.cloud – Quick start t login to e.FOLLOW.cloud Management. ual queue(s) Adding virtual IPP queue ADD (internal user) LDAP Import /Synch 1 Domains – User import 2 Domains - Attribute names 3 Domains - Default user Self-register @ User Portal USER - CSV Import	21 22 23 23 24 25 25 25 25 25 26 27 28 29 30 31 31
8	e-F 8.1 8.2 8.3 8.3 8.3 8.3 8.3 8.3 8.3 8.4 8.4	I.1 Firs Virt 2.1 Use 3.1 3.2 3.3.2. 3.3.2. 3.3.2. 3.3.2. 3.3.4 Wir 4.1 4.2	Self-Registration OW.cloud – Quick start t login to e.FOLLOW.cloud Management ual queue(s) Adding virtual IPP queue rrs ADD (internal user) LDAP Import /Synch 1 Domains – User import 2 Domains - Attribute names 3 Domains - Default user Self-register @ User Portal USER - CSV Import dows Client setup Adding a Windows IPP printer	21 22 23 23 24 25 25 25 25 26 26 27 28 29 30 31 31 31 32
8	e-F 8.1 8.2 8.3 8.3 8.3 8.3 8.3 8.4 8.4 8.4	I.1 Firs Virt 2.1 Use 3.1 3.2 3.3.2. 3.3.2. 3.3.2. 3.3 3.4 Wir I.1 I.2 I.3	Self-Registration OW.cloud – Quick start t login to e.FOLLOW.cloud Management. Jual queue(s) Adding virtual IPP queue Ars ADD (internal user) LDAP Import /Synch 1 Domains – User import. 2 Domains – User import. 3 Domains - Default user. Self-register @ User Portal USER - CSV Import . dows Client setup. Adding a Windows IPP printer IPP printer Installer IPP printer Installer	21 22 23 24 24 25 25 25 25 26 27 27 28 29 30 31 31 31 32 33
8	e-F 8.1 8.2 8.3 8.3 8.3 8.3 8.3 8.4 8.4 8.4 8.4	I.1 Firs Virt 2.1 Use 3.1 3.2 3.3.2. 3.3.2. 3.3.2. 3.3 3.4 Wir I.1 I.2 I.3	Self-Registration OW.cloud – Quick start t login to e.FOLLOW.cloud Management. ual queue(s) Adding virtual IPP queue rrs. ADD (internal user) LDAP Import /Synch 1 Domains – User import 2 Domains - User import 3 Domains - Default user. Self-register @ User Portal. USER - CSV Import dows Client setup. Adding a Windows IPP printer. IPP printer Installer e-FOLLOW client PopUp	21 22 23 23 24 25 25 25 25 25 26 27 27 28 29 30 31 31 31 31 31 32 33 34

	8.6	IPP print	ting from MAC	36
	8.7	With the e-	from Chromebooks FOLLOW Print Chrome Extension you can easily distribute e-FOLLOW queue to	
		users whic	h are using Google Chrome browser or working on a Chrome Book	38
	8.8	Printing	from mobile devices	39
9	е	-FOLLOW.	cloud reference	40
	9.1	MANAG	EMENT	40
	9	.1.1 Use	r list	40
	Ū	9.1.1.1	Search user	-
		9.1.1.2	ADD (internal user)	
		9.1.1.3	SELECT (users)	
		9.1.1.4 9.1.1.5	FILTER	
		9.1.1.6	MODIFY	
		9.1.1.7	USER - CSV Import	
		9.1.1.8	User details / Authentication	
		9.1.1.9	User Details / Advanced	
		9.1.1.10 9.1.1.11	User Details / User role User Details / Accounting	
		9.1.1.12	User details / EWB/Print settings	
		9.1.1.13	User details / Projects	52
		9.1.1.14	User details / TeamPrint	54
	9	.1.2 Dep	partments	55
		9.1.2.1	Use Quotas	
		9.1.2.2 9.1.2.3	Use user role Search for departments	
	_			
			missions	
	9	9.1.4.1	Import Projects from .csv	62
	9		nains	
		9.1.5.1	Domains - ADD LDAP Domain	65
	9		nains – ADD Microsoft Entra ID (Azure Active Directory)	
		9.1.6.1 9.1.6.2 synchroniz	Create an application in Microsoft Entra ID (Azure Active Directory) Configuring e-FOLLOW.cloud domain Microsoft Entra ID (Azure Active Directory) ation	
	9	.1.7 Don	nains – ADD Microsoft Entra ID (Azure Active Directory) with User self-enrollment .	75
	Ū	9.1.7.1 enrollment	Create an application in Microsoft Entra ID (Azure Active Directory) with User self 75	
		9.1.7.2	Configuring e-FOLLOW.cloud domain Microsoft Entra ID (Azure Active Directory) ation with User self-enrollment	00
		9.1.7.3	Domain - REMOVE	
		9.1.7.4	Domains – User import	
		9.1.7.5	Domains - Attribute names	
		9.1.7.6	Domains - Default user	86
	9.2		S	
	9		ual IPP-Queues	
		9.2.1.1 9.2.1.2	Adding virtual IPP-Queues Virtual queue properties	
		9.2.1.2	Virtual Queue Drawer and paper preconfiguration	
	٥		hiba	
	3	9.2.2.1	ADD Toshiba device	
		9.2.2.2	Edit Toshiba e-BRIDGE X/Next device	93

	9.2.2.2.1	General Settings		
	9.2.2.2.2	4		
	9.2.2.2.3	0		
	9.2.2.2.4	5		
	9.2.2.2.5 9.2.2.2.6	0		
(9.2.2.2.0 9.2.2.3	MANAGE Toshiba devices		
		MODIFY Toshiba devices		
		niba eSF		
		ADD Toshiba eSF device Edit Toshiba eSF device		
:	9.2.3.2 9.2.3.2.1			
	9.2.3.2.1			
	9.2.3.2.3			
	9.2.3.2.4	•		
	9.2.3.2.5			
	9.2.3.2.6			
	9.2.3.3	MANAGE Toshiba eSF devices		
		MODIFY Toshiba eSF devices		
ę	9.2.3.5	Updating eSF – App	1	09
9.2	2.4 Mob	ile print	1	10
(E-Mail printing		
ę	9.2.4.2	Office 365 (modern Auth.)	1	12
ę	9.2.4.3	Anonymous printing	1	19
9.3	REPORT	-	1	21
		orts		
ç	9.3.1.1	Eco reports	1	24
9.4	SETTING	SS	12	27
94	4.1 Gen	eral	1	77
		Instructions & Configuration		
	9.4.1.1.1			
	9.4.1.1.2			
	9.4.1.1.3	•		
ę			1	
	9.4.1.2	Database / Support	1: 1:	29
	9.4.1.2.1	Database / Support	1) 1) 1)	29 30
	9.4.1.2.1 9.4.1.2.2	Database / Support. Backup database Backup User-Transactions	1: 1: 1: 1:	29 30 31
	9.4.1.2.1 9.4.1.2.2 9.4.1.2.3	Database / Support. Backup database Backup User-Transactions Support service	1 1 1 1 1	29 30 31 32
	9.4.1.2.1 9.4.1.2.2 9.4.1.2.3 9.4.1.3	Database / Support. Backup database Backup User-Transactions Support service License Information	1 1 1 1 1	29 30 31 32 33
	9.4.1.2.1 9.4.1.2.2 9.4.1.2.3 9.4.1.3 9.4.1.4	Database / Support. Backup database Backup User-Transactions Support service License Information Application	1 1 1 1 1 1 1	29 30 31 32 33 33
	9.4.1.2.1 9.4.1.2.2 9.4.1.2.3 9.4.1.3 9.4.1.4 9.4.1.4.1	Database / Support. Backup database Backup User-Transactions Support service License Information Application Logfile	1 1 1 1 1 1 1 1 1	29 30 31 32 33 33 34 34
	9.4.1.2.1 9.4.1.2.2 9.4.1.2.3 9.4.1.3 9.4.1.4 9.4.1.4.1 9.4.1.4.1	Database / Support. Backup database Backup User-Transactions Support service License Information Application Logfile General	1 1 1 1 1 1 1 1 1 1	29 30 31 32 33 34 34 34
	9.4.1.2.1 9.4.1.2.2 9.4.1.2.3 9.4.1.3 9.4.1.4 9.4.1.4.1 9.4.1.4.1 9.4.1.4.2 9.4.1.4.3	Database / Support Backup database Backup User-Transactions Support service License Information Application Logfile General Microsoft Login	1 1 1 1 1 1 1 1 1 1	29 30 31 32 33 34 34 34 34 34
	9.4.1.2.1 9.4.1.2.2 9.4.1.2.3 9.4.1.3 9.4.1.4 9.4.1.4.1 9.4.1.4.1	Database / Support. Backup database Backup User-Transactions Support service License Information Application Logfile General Microsoft Login Login settings	1 1 1 1 1 1 1 1 1 1 1 1 1	29 30 31 32 33 34 34 34 34 36 36
	9.4.1.2.1 9.4.1.2.2 9.4.1.2.3 9.4.1.3 9.4.1.4 9.4.1.4.1 9.4.1.4.2 9.4.1.4.3 9.4.1.4.3 9.4.1.4.4	Database / Support. Backup database Backup User-Transactions Support service. License Information Application Logfile General Microsoft Login Login settings Card assign	1 1 1 1 1 1 1 1 1 1 1 1 1 1	29 30 31 32 33 34 34 34 36 36 37
	9.4.1.2.1 9.4.1.2.2 9.4.1.2.3 9.4.1.3 9.4.1.4 9.4.1.4.1 9.4.1.4.2 9.4.1.4.3 9.4.1.4.3 9.4.1.4.4 9.4.1.4.5	Database / Support. Backup database Backup User-Transactions Support service License Information Application Logfile General Microsoft Login Login settings Card assign. PIN	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	29 30 31 32 33 34 34 34 36 36 37 37
	9.4.1.2.1 9.4.1.2.2 9.4.1.2.3 9.4.1.3 9.4.1.4 9.4.1.4.1 9.4.1.4.2 9.4.1.4.3 9.4.1.4.3 9.4.1.4.4 9.4.1.4.5 9.4.1.4.6 9.4.1.4.7 9.4.1.4.8	Database / Support. Backup database Backup User-Transactions Support service License Information Application Logfile General Microsoft Login Login settings Card assign PIN Print Notifications	$\begin{array}{c} 1 \\ 1 \\ 1 \\ 1 \\ 1 \\ 1 \\ 1 \\ 1 \\ 1 \\ 1 $	29 30 31 32 33 34 34 34 36 37 37 38 39
	9.4.1.2.1 9.4.1.2.2 9.4.1.2.3 9.4.1.3 9.4.1.4 9.4.1.4.1 9.4.1.4.2 9.4.1.4.3 9.4.1.4.3 9.4.1.4.45 9.4.1.4.6 9.4.1.4.7 9.4.1.4.8 9.4.1.4.8 9.4.1.4.9	Database / Support. Backup database Backup User-Transactions Support service License Information Application Logfile General Microsoft Login Login settings Card assign PIN Print Notifications Toshiba	$\begin{array}{c} 1 \\ 1 \\ 1 \\ 1 \\ 1 \\ 1 \\ 1 \\ 1 \\ 1 \\ 1 $	29 30 31 32 33 34 34 34 36 37 37 38 39 39
	9.4.1.2.1 9.4.1.2.2 9.4.1.2.3 9.4.1.4 9.4.1.4.1 9.4.1.4.2 9.4.1.4.2 9.4.1.4.3 9.4.1.4.3 9.4.1.4.45 9.4.1.4.6 9.4.1.4.6 9.4.1.4.7 9.4.1.4.8 9.4.1.4.9 9.4.1.4.1	Database / Support. Backup database Backup User-Transactions Support service License Information Application Logfile General Microsoft Login Login settings Card assign PIN Print Notifications Toshiba	$1 \\ 1 \\ 1 \\ 1 \\ 1 \\ 1 \\ 1 \\ 1 \\ 1 \\ 1 \\$	29 30 31 32 33 4 34 36 37 38 39 39 39
	9.4.1.2.1 9.4.1.2.2 9.4.1.2.3 9.4.1.4 9.4.1.4 9.4.1.4.1 9.4.1.4.2 9.4.1.4.3 9.4.1.4.3 9.4.1.4.4 9.4.1.4.5 9.4.1.4.6 9.4.1.4.7 9.4.1.4.8 9.4.1.4.9 9.4.1.4.1 9.4.1.4.1	Database / Support. Backup database Backup User-Transactions Support service License Information Application Logfile General Microsoft Login Login settings Card assign. PIN Print. Notifications Toshiba 0 Printer drivers 1 Mobile App.	$1 \\ 1 \\ 1 \\ 1 \\ 1 \\ 1 \\ 1 \\ 1 \\ 1 \\ 1 \\$	29 30 31 32 33 4 34 36 37 38 39 39 39 40
2	9.4.1.2.1 9.4.1.2.2 9.4.1.2.3 9.4.1.4 9.4.1.4.1 9.4.1.4.2 9.4.1.4.2 9.4.1.4.3 9.4.1.4.4 9.4.1.4.5 9.4.1.4.6 9.4.1.4.7 9.4.1.4.8 9.4.1.4.9 9.4.1.4.1 9.4.1.4.1	Database / Support. Backup database Backup User-Transactions Support service License Information Application Logfile General Microsoft Login Login settings Card assign PIN Print Notifications Toshiba 0 Printer drivers 1 Mobile App 2 Other settings	$1 \\ 1 \\ 1 \\ 1 \\ 1 \\ 1 \\ 1 \\ 1 \\ 1 \\ 1 \\$	29 30 31 32 33 4 34 36 37 38 39 39 40
9	9.4.1.2.1 9.4.1.2.2 9.4.1.2.3 9.4.1.4 9.4.1.4.1 9.4.1.4.2 9.4.1.4.2 9.4.1.4.3 9.4.1.4.4 9.4.1.4.5 9.4.1.4.6 9.4.1.4.7 9.4.1.4.8 9.4.1.4.9 9.4.1.4.1 9.4.1.4.1 9.4.1.4.1 9.4.1.4.1	Database / Support Backup database Backup User-Transactions Support service License Information Application Logfile General Microsoft Login Login settings Card assign PIN Print Notifications Toshiba 0 Printer drivers 1 Mobile App 2 Other settings	$1 \\ 1 \\ 1 \\ 1 \\ 1 \\ 1 \\ 1 \\ 1 \\ 1 \\ 1 \\$	29 30 31 32 33 4 33 4 33 4 33 6 37 38 9 39 40 41
9	9.4.1.2.1 9.4.1.2.2 9.4.1.2.3 9.4.1.3 9.4.1.4 9.4.1.4.1 9.4.1.4.2 9.4.1.4.3 9.4.1.4.3 9.4.1.4.4 9.4.1.4.5 9.4.1.4.6 9.4.1.4.7 9.4.1.4.8 9.4.1.4.1 9.4.1.4.1 9.4.1.4.1 9.4.1.4.1 9.4.1.4.1 9.4.1.5 9.4.1.6	Database / Support Backup database Backup User-Transactions Support service License Information Application Logfile General Microsoft Login Login settings Card assign PIN Print Notifications Toshiba 0 Printer drivers 1 Mobile App 2 Other settings Use Radius Authentication Auto configuration	$1 \\ 1 \\ 1 \\ 1 \\ 1 \\ 1 \\ 1 \\ 1 \\ 1 \\ 1 \\$	29 31 32 33 34 34 36 37 38 9 39 40 41 43
	9.4.1.2.1 9.4.1.2.3 9.4.1.3 9.4.1.4 9.4.1.4.1 9.4.1.4.2 9.4.1.4.2 9.4.1.4.3 9.4.1.4.3 9.4.1.4.4 9.4.1.4.5 9.4.1.4.6 9.4.1.4.1 9.4.1.4.1 9.4.1.4.1 9.4.1.4.1 9.4.1.4.1 9.4.1.4.1 9.4.1.4.1 9.4.1.4.1 9.4.1.4.1 9.4.1.4.1 9.4.1.5 9.4.1.6 9.4.1.7	Database / Support Backup database Backup User-Transactions Support service License Information Application Logfile General Microsoft Login Login settings Card assign PIN Print Notifications Toshiba 0 Printer drivers 1 Mobile App 2 Other settings Use Radius Authentication Auto configuration Data protection	$1 \\ 1 \\ 1 \\ 1 \\ 1 \\ 1 \\ 1 \\ 1 \\ 1 \\ 1 \\$	290 312 3334 344 366 377 3899 300 401 435
	9.4.1.2.1 9.4.1.2.3 9.4.1.3 9.4.1.4 9.4.1.4.1 9.4.1.4.2 9.4.1.4.2 9.4.1.4.3 9.4.1.4.3 9.4.1.4.5 9.4.1.4.6 9.4.1.4.7 9.4.1.4.1 9.4.1.4.1 9.4.1.4.1 9.4.1.4.1 9.4.1.4.1 9.4.1.4.1 9.4.1.4.1 9.4.1.4.1 9.4.1.4.1 9.4.1.4.1 9.4.1.4.1 9.4.1.4.1 9.4.1.4.1 9.4.1.4.1 9.4.1.4.1 9.4.1.4.1	Database / Support Backup database Backup User-Transactions Support service License Information Application Logfile General Microsoft Login Login settings Card assign PIN Print Notifications Toshiba 0 Printer drivers 1 Mobile App 2 Other settings Use Radius Authentication Auto configuration	$1 \\ 1 \\ 1 \\ 1 \\ 1 \\ 1 \\ 1 \\ 1 \\ 1 \\ 1 \\$	2903323344466677889990041354447
	9.4.1.2.1 9.4.1.2.2 9.4.1.2.3 9.4.1.3 9.4.1.4 9.4.1.4.1 9.4.1.4.2 9.4.1.4.3 9.4.1.4.3 9.4.1.4.5 9.4.1.4.6 9.4.1.4.7 9.4.1.4.1 9.4.1.4.1 9.4.1.4.1 9.4.1.4.1 9.4.1.4.1 9.4.1.4.1 9.4.1.4.1 9.4.1.4.1 9.4.1.4.1 9.4.1.5 9.4.1.6 9.4.1.7 9.4.1.8 9.4.1.9	Database / Support Backup database Backup User-Transactions Support service License Information Application Logfile General Microsoft Login Login settings Card assign PIN Print Notifications Toshiba 0 Printer drivers 1 Mobile App 2 Other settings Use Radius Authentication Auto configuration Data protection Custom formats	$1 \\ 1 \\ 1 \\ 1 \\ 1 \\ 1 \\ 1 \\ 1 \\ 1 \\ 1 \\$	290332334446667789990001435748
	9.4.1.2.1 9.4.1.2.2 9.4.1.2.3 9.4.1.4 9.4.1.4.1 9.4.1.4.2 9.4.1.4.2 9.4.1.4.3 9.4.1.4.4 9.4.1.4.5 9.4.1.4.6 9.4.1.4.6 9.4.1.4.1 9.4.1.4.1 9.4.1.4.1 9.4.1.4.1 9.4.1.4.1 9.4.1.4.1 9.4.1.4.1 9.4.1.5 9.4.1.6 9.4.1.7 9.4.1.8 9.4.1.10 9.4.1.11	Database / Support Backup database Backup User-Transactions Support service License Information Application Logfile General Microsoft Login Login settings Card assign PIN Print Notifications Toshiba 0 Printer drivers 1 Mobile App 2 Other settings Use Radius Authentication Auto configuration Data protection Custom formats SMTP / E-mail		290 312 333446 33334446 33778999001135789950001135789950000000000000000000000000000000000

	.2 User portal & User tools	
9	0.4.2.1 User Portal	
	9.4.2.1.1 User portal settings	
	9.4.2.1.2 Connection	
	9.4.2.1.3 PIN self-assignment	
	9.4.2.1.4 IPP queues 9.4.2.1.5 Include printer properties template with IppInstaller package	
	9.4.2.1.6 Microsoft Login	
	9.4.2.1.7 Self-assignment / registration	150
	9.4.2.1.8 Print Job List	
	9.4.2.1.9 Show permissions menu	
9	9.4.2.2 PopUp settings	
9	0.4.2.3 IppInstaller	163
9	0.4.2.4 Local Print Module	165
9	0.4.2.5 Chrome Extension	169
9.4	.3 Dashboard	177
-	0.4.3.1 Top Usage	
	0.4.3.2 Event Log	
	9.4.3.3 Device Warnings	
9.4	.4 Schedules	101
-	0.4.4.1 Synchronization	
	0.4.4.2 Report creation	
	0.4.4.3 Export transactions to MS SQL	
	0.4.4.4 Change quota (user, department, device)	
	0.4.4.5 Remove Card IDs	184
0.4		
9.4		
9.4	.6 Reader Profiles	189
10 Usi	ing IppInstaller packages	190
10.1	IppInstaller.exe (preconfigured)	190
10.2	IppInstaller ZIP archive	191
10.3	IppInstaller MSI installer	191
11 Ma	nual creation of IPP Printer-Installer	192
11.1	IppInstaller config.cfg	193
11.2	IppInstaller – driver	194
11.3	Roll out IPP printer with group policy	195
12 Ro	II out IPP printer with Intune	195
13 Pri	nting from Mac	208
13.1	IPP printing from MAC	210
14 Pri	nting from Chromebooks	212
15 eSI	F Scan-to-Folder setup	219
16 Ad	vanced Settings	221
16.1	Single Print Timeout	
16.2	Project Code from PJL	
16.3	HID Omnikey 5427 CK configuration	
16.4	Toshiba eSF Admin access	
10.7		<i>LL</i> -T

17	Appendix A -	- SQL structure for (e-FOLLOW.cloud	records table .	
••					220

1 Introduction

Thank you for subscribing to e-FOLLOW.cloud, the SaaS version of the well-known PrintManagement solution e-FOLLOW Professional for Toshiba e-BRIDGE Next and TOSHIBA eSF multifunctional printers providing features like

- △ Authenticated printing, copying, scanning and faxing
- \bigcirc Secure print release
- △ End-to-end encrypted printing
- △ color, print, copy, scan and fax quota management
- \bigcirc accounting for print, copy, scan and fax
- △ mobile printing
- △ mobile print release

The advantage of the SaaS approach is

- △ Avoid to install any server software on customer site
- △ Avoid to install any software on the user PCs
- △ Securely route all print jobs from any user device via the cloud to unlimited number of sites
- △ Support unlimited number of MFPs, users and sites per customer

This manual will guide the administrator through the setup of MFP devices, the onboarding to the SaaS application and the custom configuration.

1.1 Symbols in this manual

In this manual, some important items are described with the symbols shown below. Be sure to read these items before changing any configuration.



Indicates information to which you should pay attention



Warning:

Indicates a situation where modification of the settings may have impact on correct operation.

2 General setup of e-FOLLOW.cloud

A core element of e-FOLLOW.cloud are the embedded Applications available for both, eBridge and eSF platform.

These once need to be installed on the device. The application will connect to the corresponding tenant instance and self-register the device.





For security and GDPR-compliance reasons each customer is running an isolated DataManager and DataStore instance.

Resources consuming common tasks will be shared between the tenants and can - due to the cloud technology - be scaled up and down depending the actual workload.

All printing traffic from any client is securely sent from anywhere inside or outside your local network and securely held in e-FOLLOW.cloud until the jobs are requested by the user after authentication at the MFP.



3 Concept of queues and devices

e-FOLLOW.cloud is designed to manage, track and route print jobs from the users clients (PCs, mobile devices etc.) to Toshiba multifunctional printers (MFPs).

Thanks to its advanced design, e-FOLLOW.cloud does not need to install any additional local serverand client software. Print jobs are sent via SSL secured IPPS protocol from the client workstations to the e-FOLLOW.cloud virtual queues.

3.1 Virtual Queues

The concept of virtual Queues in e-FOLLOW.cloud is used to keep print jobs spooled on the server for a later release to a MFP when the user is in front of it.

Virtual IPP queue

A virtual IPP queue is an URL offered by e-FOLLOW.cloud IPP server. HTTPS is used to securely send jobs SSL encrypted from any clients to e-FOLLOW.cloud server. Print jobs that are sent to a virtual IPP queue will be spooled encrypted on the e-FOLLOW.cloud server until they are requested for printout at any device/printer or deleted (by user/admin intervention or due to a rule).

4 End-to-End encryption

e-FOLLOW.cloud offers highest security level by providing 100% end-to-end encryption of print job data.



The built in IPP Server allows clients to transmit print job data via secure socket connection HTTPs/IPPs to the e-FOLLOW.cloud server. The jobs held in a virtual queue for a later release are stored fully encrypted on the e-FOLLOW.cloud server's storage.

The jobs requested by the MFPs for printout are also sent SSL/TLS encrypted.

5 Requirements

- △ Internet connection
- △ Toshiba e-BRDIGE Next MFP (Embedded Platform Framework Version 2.1.2 or higher)
- △ Supported printer drivers:
 - o Toshiba V4 Printer Driver
 - o Toshiba Universal 2
 - o Toshiba Universal PS3
 - Toshiba Generic PS3
 - o Toshiba Generic XL

5.1 Supported MFPs

• Supported Toshiba e-BRIDGE eSF devices

A4 Monochrome	A4 Color
e-STUDIO448S, e-STUDIO478S, e-STUDIO528P	e-STUDIO338CS, e-STUDIO388CS/CP
	e-STUDIO389CS, e-STUDIO479CS

• Supported Toshiba e-BRIDGE Next devices

A3 Monochrome MFP	
e-STUDIO2508A/3008A/3508A/4508A/5008A	e-STUDIO5508A/6508A/7508A/8508A
e-STUDIO2518A/3018A/3518A/4518A/5018A	e-STUDIO5518A/6518A/7518A/8518A
e-STUDIO2528A/3028A/3528A/4528A/5528A/	e-STUDIO6529A/7529A/9029A
6528A	
A3 Eco Hybrid MFP - Monochrome	
e-STUDIO3508LP/4508LP/5008LP	
A3 Full Color MFP	e-STUDIO5506AC/6506AC/7506AC
e-STUDIO2000AC/2500AC	e-STUDIO2515AC/3015AC/3515AC/4515AC/
e-STUDIO2010AC/2510AC	5015AC
e-STUDIO2505AC/3005AC/3505AC/4505AC/	e-STUDIO5516AC/6516AC/7516AC
5005AC	e-STUDIO2525AC/3025AC/3525AC/4525AC/
e-STUDIO2020AC /2520AC	5525AC/6525AC
e-STUDIO6526AC/6527AC/7527AC	
A4 Full Color MFP	
e-STUDIO330/400AC	

6 Prepare e-Bridge Next devices

Before the e-Bridge device can connect to e-FOLLOW.cloud some preparations have to be done.

Make sure you have access to the following files and data

- △ Your Client-ID
- One-Time-Password

A

Hint

You find the embedded App and Server-URL in e-FOLLOW.cloud management → SETTINGS → General → Instructions & Configuration

During the onboarding process your reseller creates an account for you in e-FOLLOW.cloud. This will generate some custom specific data

- △ Client-ID
- Client specific ports
- One-time password

On behalf of your client-ID the custom specific URLs hostnames (and ports) are created.

General	
Customer	Customer name
Client ID	xxxx-yyyy your custom specific Client-ID
One Time Password	1234567890abc – a one-time password for your first login
HTTPS URLs	
for MANAGEMENT	https://management-xxxx-yyyy.e-follow.cloud
for USERPORTAL	https://userportal-xxxx-yyyy.e-follow.cloud
for IPP printing	https://ipp- xxxx-yyyy.e-follow.cloud
for EWB2	https://ewb2-xxxx-yyyy.e-follow.cloud
for ESF	https://esf- xxxx-yyyy.e-follow.cloud
for Client	https://client-xxxx-yyyy.e-follow.cloud
TCP hostnames & ports	
for LDAP-SSL	xxxx-yyyy.e-follow.cloud:aaaaa
Your client specific port for LDAP-SSL	ааааа
for MOBILE	mobile-xxxx-yyyy.e-follow.cloud:443

6.1 Instructions & Configuration

To ease the setup procedures for your MFPs e-FOLLOW.coud provides a page giving all required Instructions, downloads, etc..

Instructions &	Documentation	^
Configuration Database / Support	Download: e-FOLLOW.cloud-Operator_Manual_EN.pdf (version: 5.7.0) e-FOLLOW.cloud-Operator_Manual_FR.pdf (version: 5.5.0)	
	Instruction to set up Toshiba e-BRIDGE Next devices	~
License information	1. Install Application I. Open installation window	
Application	II. Upload e-FOLLOW cloud archive	
	Download: e-FOLLOW cloud.zip (version: 2.4.0)	
Auto configuration	III. Confirm License Agreement	
	IV. Wait for successful instalation for 20-30 seconds. Otherwise, refresh the page in TopAccess.	
Data protection	2. Set up the Application	
Custom formats	I. Open e-FOLLOW cloud setup page	
	II. Enter appropriate values	
SMTP / E-mail	e-FOLLOW cloud Configurations	
	e-FOLLOW URL: https://ewb2-cs-test.test.e- follow.cloud [copy]	
Expert settings	LDAP password ******** [copy]	
	For manual LDAP configuration LDAP SSL/TLS Port Number: 1026	
	III. Check Autoconfig settings	
	IV. Click on the "Apply settings and configure" button	
	V. Wait for the finish of configuration	
	VI. Start the Application if it wasn't done automatically	
	Instruction to set up Toshiba eSF devices	~
	Windows PopUp	~
	IppInstaller (Microsoft Intune)	~

Pls. follow the instructions step by step.

6.2 Install the embedded App

The e-FOLLOW Instructions & Configuration page offers the latest version of the e-FOLLOW embedded App.

Download:				
e-FOLLOW	cloud.zip	(version:	2.1.0)	

To install login to TopAccess of the desired device. Change to \rightarrow Administration \rightarrow Application and click to Install Application

Device	Job Status	Logs		Registration		Counter	User Mana	igement	Administration		
ietup I	Security	Maintenance	I Regist	tration	AirPrint	Applic	ation	License			
oplicatio											
discriber 1 lot	Optimer										
plication List	Settings										
plication List	Settings										
plication List	Settings										
alling or using a	application(s) constitutes							you may not in	stall or use application	on(s), and	
alling or using a								you may not in	stall or use application	on(s), and	
alling or using a	application(s) constitutes							you may not in	stall or use applicatio	on(s), and	
alling or using a	application(s) constitutes uninstall the application((s). Terms and conc	iditions for ea	ach application	is available th	rough application	n details link.				Detai
alling or using a	application(s) constitutes	(s). Terms and conc			is available th		n details link.	you may not in Uninstall	tall or use applicatio	on(s), and Special Function	Detai
alling or using a must promptly	application(s) constitutes uninstall the application(Application Nat	(s). Terms and conc	version	ach application Manual O	is available the	start T	ype	Uninstall	License	Special Function	
alling or using a must promptly	application(s) constitutes uninstall the application((s). Terms and conc	iditions for ea	ach application Manual O	is available the	start T	n details link.		License		Det

Select the e-FOLLOW application package file (e-FOLLOW cloud x.y.z.zip) and click to **Import**.

After confirming the EULA the package will be transferred and installed.

192.168.1.112 says	
Application Install Succeeded!	
O	c (

The e-FOLLOW.cloud application now appears in the application list.

Application								
Application List Settings User Extended Information								
Embedded	Application							
nstalling or using application(s) constitutes your acceptance of terms and conditions. If you do not accept those terms and conditions, you may not install or use application(s), and you must promptly uninstall the application(s). Terms and conditions for each application is available through application details link.								
						use application(s)	, anu	
						License	Special Function	Details
	mptly uninstall the application(s). Terms and condition	s for each app	lication is available thro	bugh application details	link.			Details Details

Click to the Application Name to access the e-FOLLOW application settings.

6.2.1 General settings

Enter the required information into the General Settings page.

e-FOLLOW Settings C General settings Log settings Autoconfiguration Counters Update settings Reset Apply settings and configure @				
e-FOLLOW cloud Settings				
• e-FOLLOW URL 🕐	https://ewb2-cs-test.test.e-follow.cloud			
LDAP password	*****			
Local Settings				
• MFP admin password 🕜				
ODCA Port ⑦		49629		
Use HTTPS for ODCA communication				
e-FOLLOW Workability				
Test Workability				

e-FOLLOW URL: the custom specific URL according the client-ID provided by TOSHIBA



Attention

This URL is custom specific and must not be mixed with URLs from other customers.



LDAP-Password: the LDAP-Password generated by e-FOLLOW.cloud.

ODCA Port: make sure to use the correct port for ODCA as configured in *TopAccess*. Enable **Use HTTPS for ODCA communication** if only SSL/TPS port is actived.

Device	Orders	Protocols	Registration	Numerator	User	Administration	My Acc
<u>Setup</u>	<u>Safety</u>	Maintenance	Registration	AirPrint I	Applikation	License	
Setup General Network	<u>Copier</u> <u>Save as a file</u>	<u>E-mail</u> <u>InternetFax</u> <u>D</u>	rucker/e-Filing Drucker	r Druckdienste ICC Prot	il <u>PDL Filter EWB</u> <mark>O</mark>	DCA Version	
Save Abort	mization Architecture	Finetoll					
Network	mization Architecture	Einsteining					
Enable Port		Aktiviert	✓				
Port		49629	1				
SSL/TLS Port akti	vieren	Aktiviert	<u>,</u>				
SSL/TLS Portnum	imer	49630	1				
Configuration			, ,				
Session Timeout(60-99999)	00	lo en la				

MFP-Admin password: the MFP-Admin password.

You can leave it blank in case the default password for TopAccess is used

6.2.2 Run Auto-configuration

Clicking [Apply settings and configure] to save all settings and start the Auto-configuration.

e-FOLLOW Settings C						
General settings Log settings Autoconfiguration Con	ounters Update settings					
Reset Apply settings and configure						
e-FOLLOW cloud Settings						
e-FOLLOW URL 🕜	https://ewb2-cs-prod.e-follow.cloud					
LDAP password	•••••					
Local Settings						
MFP admin password	****					
ODCA Port ⑦	49629					
Use HTTPS for ODCA communication (?)	Use HTTPS for ODCA communication 7					
e-FOLLOW Workability						
Test Workability						

e-FOLLOW.cloud App is now fetching the current settings from e-FOLLOW and pushes the configuration

TopAcces Settings
 LDAP client
 LDAP Settings
 User Roles

to the MFP.



When finished, above success message will be displayed.

6.2.3 Autoconfiguration settings

Here you can check the configuration settings, which are fetch from e-FOLLOW.cloud server.

e-FOLLOW Settings C <u>General settings</u> Log settings Autoconfiguration Counters Update settings	
Reset Apply settings and configure	
Fetch Settings 🕜	
Apply settings to TopAccess ?	
TopAccess Settings	
Auto change login user	
Enable guidance screen	
Enable PIN code authentication	
Minimum PIN code length	2
Authentication failed print job/Raw Print Job	Delete 🗸
Default screen after login	e-FOLLOW 🗸
Assign function key 1 with	e-FOLLOW 🗸
Assign function key 2 with	Job Status 🗸
Auto clear time	Don't change 🗸
LDAP Settings	

If required you can modify settings and apply these individually to this specific device.

6.2.4 Update settings

The e-FOLLOW.cloud app will update itself when a new version is available on the server. Therefore the app checks every 1 hour if it is outdated. When no user is logged in the app update will be proceeded.

e-FOLLOW Settings C General settings Log settings Autoconfiguration Counters Update settings Reset Apply settings and configure (2)	
Ignore outdated app version	
Try to perform self-update	2
Count of consecutive failed updates	0
Manual Update Update App	

To check manually for a new version it is also possible to press the Test Workability button. If an update is available the **Update App** button will appear.

e-FOLLOW Settings C ^e General settings Log settings Autoconfiguration Counters Update settings				
Reset Apply settings and configure ? S	Workability test has been failed			
e-FOLLOW cloud Settings				
• e-FOLLOW URL 🕜	https://ewb2-cs-test.test.e-follow.cloud			
LDAP password	••••••			
Local Settings				
 MFP admin password 	• • • • • •			
ODCA Port ?	49629			
Use HTTPS for ODCA communication ?				
e-FOLLOW Workability				
Test Workability				
App version test failed (Outdated versi	on of the app is used) Update App			

6.2.5 Self-Registration

After startup of the application, the device will self-register to the e-FOLLOW.cloud by its serial number.

The serial number is automatically entered as Name for Reports. For a better identification it is recommended to enter a name here.

Q Search device	(CNLH59919)		≡
CNLH59919	A Low paper level for drawers	: Large Capacity Feeder	
	General		~
	Activated : Resolved IP address:		[resolve]
	Serial number:	CNLH59919	
	Description:		[change]
	Name for reports: 🝞	CNLH59919	[change]

7 Prepare eSF devices

Before the eSF device can connect to e-FOLLOW.cloud some preparations have to be done.

Make sure you have access to the following files and data

- One-Time-Password

7.1 Install the embedded App

The e-FOLLOW Instructions & Configuration page offers the latest version of the e-FOLLOW embedded App.



To install login to the embedded Webserver of the desired device and change to

➔ Apps



Click to Install an app and select the efollow.fls file just downloaded from e-FOLLOW.cloud.

Once it is successfully installed, change to the application's configuration.

\bigcirc	 ⇒ Display Customization ≈ e-FOLLOW 	on	
Installation successful.	Stop Configure	e View Log	Uninstall
ОК	Description Version	e-FOLLOW Toshiba App 2.4.5	

Enter the customer URL provided by Toshiba and click to Apply.

e-FOLLOW					
Server URL (has priority)	https://esf-c. 38.e-follow.cloud				
Development Mode					
Deprecated Settings: 📀					
Server Hostname/IP					
Server Port	443				
Import Export Restore Defaults R	Import Export Restore Defaults Reset Apply				
Status Click Apply to save settings.					



Make sure to enter the Server URL as indicated in the Configuration Instructions.

e-FOLLOW Configurations			
Server URL:	https://esf-c	at.e-follow.cloud	[copy]

The Server Port 443 (SSL) must not be changed!

The login screen will appear on the device's panel.

If the version number does not end with _C (like 2.4.8_C) the app must be renewed by logging out or MFP restart.

e-FOLLOW	
D	
Password	PIN
LOGIN	
	2.4.8_C

7.1.1 Self-Registration

After startup of the application, the device will self-register to the e-FOLLOW.cloud by its serial number.

i

The serial number is automatically entered as Name for Reports. For a better identification it is recommended to enter a name here.

Q Search device T $\begin{bmatrix} A \\ Z \end{bmatrix}$	(7017821101YKD)	≡		
7017821101YKD	General			
	Activated :	-		
	Resolved IP address:	[resolve]		
	Serial number: 7017821101YKD			
	Description:	[change]		
	Name for reports: (?) 7017821101YKD	[change]		

8 e-FOLLOW.cloud – Quick start

Before you can start using e-FOLLOW.cloud some minimum configuration needs to be done.

8.1 First login to e.FOLLOW.cloud Management

Enter the Management URL (HTTPS://management-custom-ID.e-follow.cloud) provided by Toshiba in any web-browser.

e:FOLLOW cloud		
	First login	
	Please enter your One Time Password:	
	Set your Operator password:	
	Password (at least 8 characters):	
	Repeat password:	
	Log in	
		-
	Version: 4.8.0 aks_8	

You will be prompted with e-FOLLOW.cloud first-login page.

Enter the One-Time-Password provided by Toshiba and select an Operator-password of your choice.

This new Operator password must not be lost. If you forget your password ask your Support to reset the password.

8.2 Virtual queue(s)

Generally, all print jobs are sent to one or several virtual queue(s) provided by the e-FOLLOW.cloud instance. The jobs are held until they are requested to be printed by the e-FOLLOW.cloud APP installed on each MFP.

Once a job is requested to be printed it will be downloaded by the App from e-FOLLOW.cloud storage.



i All o

All communication, data storage and data transfers are SSL encrypted.

To create a virtual queue login to your instance of e-FOLLOW.cloud using:

https://management-YOUR_CUSTOM_ID.e-follow.cloud

8.2.1 Adding virtual IPP queue

To add a virtual queue, click to ADD and select the virtual queue type you wish to add.

	衆 🗇 🕻 Logo
Cloud	ADD REMOVE SELECT
MANAGEMENT	Q Search queue Image: Search queue gradient of the se
User list	Auto-delete jobs that have not been printed after 14 days
Departments	SELECT REFRESH: ON FILTER: OFF MODIFY
Permissions	□ protectest Name ⇔ User ⇔ Pages ⇔ Time ⇔
Projects Domains	Image: PP-Queue (0.0bs) Testseite ingo.pfeiffer@contr 1 5/22/2024 5:12:09
	e-FOLLOW - Q ingo.pfeiffer@contr 2 5/22/2024 5:10:32
EVICES Virtual Queues	Ipp (0 Jobs) Microsoft Word ingo.pfeiffer@contr Ipp (Jobs)

To add a virtual IPP queue simply enter a name for the queue. The URL prefix is fix and cannot be changed.

Add IPP queue	×
Queue name e-fo	ollow.ipp
[Cancel]	add

Clicking to [IPP URL] will show the IPPS URL for this virtual queue.

\mathbf{Q} Search queue	Virtual IPP queue [IPP URLs] [Drawer and paper preconfiguration]	
e-follow.cloud	SELECT REFRESH: ON FILTER: OFF MODIFY	
<pre>ipp_cs_test</pre>	Name \Leftrightarrow User \Leftrightarrow Pages \Leftrightarrow Time \Leftrightarrow	
IPP URLs for s	elected queue	×
External IPPS	URL https://ipp-cs-3nmy.test.e-follow.cloud/e-follow.cloud [copy url]	[2]
	ок	

Share the full URL **[2]** to the users so they can create an IPP port on their clients that points to this e-FOLLOW virtual IPP queue.



Use the IppInstaller-package for a more convenient way to install a IPPS printer queue on windows client PCs

8.3 **Users**

8.3.1 ADD (internal user)Click to Add to adding a new internal user.Login name, Username and password are mandatory.

If available, select a department the user is belonging to and enter his/her email address and home directory.

a

The user's email address is registered to the Toshiba device when the user logs in and can be used according the <u>email address settings</u>.

If you allow 'unknown users to print' (\rightarrow SETTINGS \rightarrow General \rightarrow Application \rightarrow Print)

e-FOLLOW.cloud will automatically add users to it's internal-user database when they send their first print job to the server.

8.3.2 LDAP Import /Synch

e-FOLLOW can synchronize users from multiple LDAP Servers. Clicking to [ADD] will allow entering the hostname/IP and credentials for an additional Server.

e-FOLLOW also supports **Microsoft Entra ID (Azure Active Directory)** and **Active Directory** for user synchronization. This will be explained later.

Add an additional do	main	
Name	my LDAP *	
Hostname/IP Address	my.ldapserver.domain.com *	
Port	636 *	
SSL	••	
Base DN		
	Example: DC=domain,DC=local	
Admin DN	CN=admin,DC=local *	
	Example: CN=admin,DC=domain,DC=local Active Directory: CN=Administrator,CN=Users,DC=domain,DC=local	
Password	*	
	[Cancel] add	



LDAP import can only be performed if the LDAP Server supports SSL and paged search.

Professional	AD	D	SELECT	FILTER: OFF	-	
MANAGEMENT	Q	Search	user	▼ ↓AZ		
User list						×
Departments Permissions		Logi	n name	pclarc	*	
Projects		Use	rname	Peter Clark	*	
Domains				(Fore- and surna	me)	
	_	Pase	sword	•••••	*	
		Con	firm password	•••••	*	
		Dep	artment		-	
ba device when the	<u> </u>	Ema	il address	pclarc@domain.com		
ddress settings.		Hom	edirectory			
			[Cancel]	add		

8.3.2.1 Domains – User import

Here the synchronization options are configured.

	Idap.forumsys.com (LDAP)	
User import	Name: Idap.forumsys.com	
Attribute names / Test	Name, hap.rorumsys.com	
	Order (with multiple domains)	4
Default user	OU filter	
Projects	(if at least one OU is set only users from that OU will be imported)	
Quotas		[+] [-]
	Replace internal users	
	Delete unknown users - else they 👔 get deactivated	
	Generate random PIN	
	PIN length	5
	Send PIN by email to user	

OU filter

This allows you to import users only from specific OUs. Enter any part of the distiguishedName of the OUs you will like to import. This will also import users of any sub-OUs of the selected OUs.



e-FOLLOW allows to deal with filters containing only the relevant part of the OU/group name. e.g. your domain structure contains sub-OUs "users" in each "branch"-OU like: OU=users,OU=branch-north,DC=domain,DC=com OU=users,OU=branch-south,DC=domain,DC=com OU=users,OU=branch-west,DC=domain,DC=com In this case you do not need to enter 3 filters but only **OU=users** or

OU=users,OU=branch

to avoid to import users from the common OU "users"

Replace internal users	If enabled, internal users will be replaces by the domain users in case of identical user names (Login name / samAccountName)
Delete unknown users	Domain users that are present in the e-FOLLOW database will be removed if the corresponding account in Active Directory does not exist anymore.
Generate random PIN	If enabled this will assign a random PIN to each user account
PIN length	Defines the number of digits for new PINs
Send PIN by email to user	Each user will receive an email containing the new PIN

i

8.3.2.2 Domains - Attribute names

The database fields in e-FOLLOW are retrieved from specific attributes in AD. By default, the attribute names are set to common values. Here you can change/ add the attribute names holding the data for the specific database fields.

User import		Idap.forumsys.com (LDA	Р)
Attribute names / Test		Name: Idap.forumsys.com	
		UID:	uid
Default user		(Active Direc	tory: sAMAccountName)
Projects		User Filter: (&	(objectClass=person)
Quotas		Display name:	cn
		Alias:	cn
		Limit and shorten alias to allowed characters for windows login:	-
		Remove existing aliases before Import:	
	Ш	Email address:	mail
		Home directory:	homeDirectory
		Custom home directory Will be used if no home directory is found. (Wildcard for username is ::username):	
		Department:	department
		Card ID:	
		Login-PIN:	
		Test	
		Username / ID:	[Test]

The **'custom home directory'** can be used to define a user's homeDirectory even if it can't be retrieved from the directory service. Enter the SERVER & PATH and if required "::username" as a wildcard for the user login name (sAMAccountName)

ou can define the user s for newly imported rom this domain.	User import Attribute names / Test Default user		forumsys.com (LDAP) : Idap.forumsys.com ated		-
	Projects Quotas		unting p profile	Log	~
		Pri	t settings int all jobs		
		log	mediately after jin ("Quickprint") tify user if uickPrint" failed		
		pri Sh	ep print jobs after inting for reprint iow "Keep print		
		Sh	bs" option in job list Iow print and keep Itton		
		En	rce duplex printing able duplex inting by default		
		pri	able simplex inting by default rce mono printing		
		pri	able black & white inting by default rce erasable 🕢		
		blu			

8.3.2.3 Domains - Default user

Here yo setting users f

Deactivated	New users can be imported in 'deactivated' mode. In this case they cannot print or login to any device.
Accounting	Select the accounting mode for new users.
Popup profile	Select a popup profile for new users
Print settings	Select the print settings for new users
EWB settings	Select if the print job list shall be shown immediately and the sort order of the job list.

As your e-FOLLOW.cloud instance is not a domain-member you will see a message "No domains available".

Click to ADD and enter the hostname of the LDAP server and the credentials of an administrative user as described above.

8.3.3 Self-register @ User Portal

If enabled in Management Allow self-registration

If enabled users can self-register an internal account to e-FOLLOW. An appropriate link will be shown on the User Portal login page.

e.FOLLOW			*)) (
	Username:		
	Password:		۲
		[Microsoft login] [Create account] Remember log	in Log in
Version: 5.6.0 RC05			🕀 EN 💌

Attention Make sure the SMTP settings are correct, as e-FOLLOW.cloud will send out a confirmation email to the user.

8.3.4 USER - CSV Import

User data can be easily added or modified via .csv file. This function allows to add new (internal) users to the e-FOLLOW database and to modify or add data to existing user accounts.

	o <mark>rt file:</mark> Upload new CSV i	mport file			[1]
User nam (Valid val If the use	lues for Accountin er already exists r	word,Pin,Alias,Card ID,t g type: None, Protocol, new values for Alias, Car rwritten. In general, en	Balance, Quota, Qu d ID and Email Add	otaAndBalance) ress will be added.	
Separat	or:		Comn	na 🗸	[3]
Separat					

[1] Import file:

Here you can upload a .csv file containing user data.

Valid values for Accounting type are

- None
- Protocol
- Quota

You can easily upload/replace the user_import.csv file by pressing the button Upload new CSV file.

[2] Syntax

Make sure the structure of the .csv file is correct. The first line will be imported too.

[3] Separators

Here you can define the field separators (comma, semicolon or tab stop).

[4] Check during import

Here you can define if all fields should be imported as they are or if pin, alias, card-id and e-mail address should be only imported if not used by any existing user.



If the user already exists new values for Alias, Card ID and Email Address will be added. All other values will be overwritten. In general, empty values from the CSV file are ignored. All informations about import status and errors can be found in the dashboard.

8.4 Windows Client setup

For security reasons e-FOLLOW.cloud does only accept print jobs sent via IPPS.

8.4.1 Adding a Windows IPP printer

In the add-printer dialog select "a shared printer by name"

		×
	🔶 🖶 Add Printer	
	Find a printer by other options	
Enter the IPPS-printer URL	O My printer is a little older. Help me find it.	
generated by e-FOLLOW.cloud	O Find a printer in the directory, based on location or feature	
	Select a shared printer by name	
	Browse	
	Example: \\computername\printername or http://computername/printers/printername/.printer	
	Add a printer using a TCP/IP address or hostname	
	O Add a Bluetooth, wireless or network discoverable printer	-
	Add a local printer or network printer with manual settings	
		_
	Next Cancel	

You'll find the URL for a given virtual queue in Management.

click to [IPP URL]		* 🗇 🕻 Logout
	Cloud	ADD REMOVE SELECT
copy the URL and enter into above "select printer by	MANAGEMENT User list Departments	Q. Search queue Uritual IPP queue [IPP URLs] [Drawer and paper preconfiguration] Auto-delete jobs that have not been printed after 14 days Auto-delete jobs that have not been printed after 14 days
name" field.	Permissions Projects Domains	IPP URLs for selected queue Time External IPPS URL https://ipp-cs-test.test.e-follow.cloud:443/e-follow.cloud [copy url] 1 5/22/2024 5:12:09
	DEVICES Virtual Queues	2 5/22/2024 5:10:32 ОК 8 5/22/2024 5:10:31

Finish the add-

printer dialog by selecting the desired printer-driver (TOSHIBA V4 Printer Driver is recommended).

8.4.2 IPP printer Installer

e-FOLLOW provides a convenient Installer to easily setup IPP-Queues on any Windows-Client.

e-FOLLOW IPP Pr	inter Installer v2.0.0	×
Printer name:	e follow.cloud	
IPP server URL:	https://ipp-toge-woaw.t	est.e-follow.cloud:44
Printer driver:	TOSHIBA V4 Printer	
Install certificate		
Install printer driver		
	Install Printer	

Users can download a lppInstaller package with configuration at the user-portal. At the Userportal configuration in Management you can choose the type of package, silent installation, printer driver and printer configuration.

	Туре	Name	Installer 🖷	Details
Ingo Pfeiffer	ipp	e-follow.cloud	IppInstaller.exe Archive Windows (preconfigured) (.zip) Installer (.msi)	Show details
History Print jobs Upload				
TOOLS Install Printers				

i

IppInstaller.exe must be executed as Administrator.

It is also possible to create an individual IppInstaller-packages, suitable for your current requirements. Therefore you can download IppInstaller.zip from the Instructions & Configuration page at e-FOLLOW.cloud Management.

8.4.3 e-FOLLOW client PopUp

The Windows clients in your network can be configured to have a window pop up after each print job, allowing the user to add additional information to the print job. e-FOLLOW provides different PopUp types according the custom requirements.

PopUp type	purpose
Confirmation	Provides a PopUp message containing the current print job information (number of pages, document name, etc.)
Username	This allows the user to enter / change the username (owner) of the current print job. (delegate job)
Username & Password	This type is intended for 'anonymous' workstations running under a guest account and requests to enter the username and password for assigning the current print job to a specific user.
Project selection	This PopUp provides a list of project codes to the user for assigning the print job to a specific project / sub-project.
Project selection & User credentials	This is a combination of the project selection PopUp and the Username & Password PopUp.

Q, Search user	Peter Clark (pc)	≡
Peter Clark	Authentication	*
Test user	Advanced Settings	~
L test	Email address: pc@domain.com [+] [-]	
	Department: Softwaresupport Homedirectory:	
	Popup profile: None	
	Confirmation Username Username with password Project selection	
	Accounting Project selection with credentials	~
	EWB/Print settings	~
	Projects	~
	Teamprint	v

The PopUp type can be selected individually for each user.

The Client PopUp does not need to be restarted if the PopUp type has changed.

8.4.4 Default PopUp type

e-FOLLOW allows to define a default PopUp type that will be assigned to the user accounts while they are imported from the domain.

Attribute names / Test Default user	Activated	•
Projects	Accounting	Log 🗸
Balance	Popup profile	Confirmation 🗸
Quotas	Print settings Force duplex	Confirmation Username Username with password Project selection
	Force mono	Project selection with credentials

8.4.5 Executing the e-FOLLOW client PopUp

The e-FOLLOW PopUp executable can be downloaded from e-FOLLOW.cloud Management \rightarrow SETTINGS \rightarrow General \rightarrow Popup.

Application	Download: e-FOLLOW PopUp.exe (version: 2.6.0)
Userportal	e-FOLLOW PopUp Configuration (from version 2.6.0 this configuration will automatically be integrated into to file e-FOLLOW PopUp.exe. For more configuration options, see the documentation.)
Рорир	Configuration: -ip=popup-cs-test.test.e-follow.cloud -port=443

A good way to distribute e-FOLLOW PopUp would be to copy the executable to a shared network folder and copy it to the workstations via login or startup script.

i

If you download e-FOLLOW PopUp.exe from the management the .exe file will contain its configuration.

Configuration options can be overwritten by command line or via e-FOLLOW PopUp.ini file.

allow_closing	This option allows to quit e-FOLLOW PopUp by right clicking to the tray icon
lang=	This option forces e-FOLLOW PopUp to use the language specified. (e.g. lang=nl)
ip=	Enter the URL provided by Toshiba- This setting is mandatory!
port=	Enter the Port number provided by Toshiba. This setting is mandatory!
debug	This option will create debug messages in case of connection issues. The messages can be seen when right clicking to the tray icon -> INFO

To run e-FOLLOW PopUp automatically when a user logs on, create a shortcut in Startup menu or add e-FOLLOW PopUp.exe to a login script.

Above options can also be used as command line options. In this case they need to be started with a dash '-'. e.g.

\e-FOLLOW PopUp.exe -allow_closing -ip=cutomer.e-follow.cloud -port=12345 -lang=nl

e-FOLLOW PopUp will place a icon to the system tray. Right clicking the icon will give you the Info option and - if enabled - the option to exit the e-FOLLOW PopUp.



8.5 e-FOLLOW Web-PopUp

Beside the Windows-PopUp executable, e-FOLLOW provides a platform independent PopUp based on Web-Browser technologies.

To enable it, first you have to activate the PopUp for the UserPortal.

Instructions &	Popup activated for Userportal
Configuration	Unknown users
DataBase /	Unknown users's profile Username 🗸
Support	Create unknown users automatically, when they log in by PopUp for the first time
License information	Download: e-FOLLOW PopUp.exe (version: 2.6.0)
Application	e-FOLLOW PopUp Configuration (from version 2.6.0 this configuration will automatically be integrated into to file e-FOLLOW PopUp.exe. For more configuration options, see the documentation.)
Userportal	Configuration: -ip=popup-cs-test.test.e-follow.cloud -port=443
орир	-

Then you will see the green Web-PopUp if you start e-FOLLOW UserPortal with your URL:

https://userportal-custom-ID.e-follow.cloud

e-Follow cloud					₩ _ ■ (Рорир 🛕
	Username: Password:	in	igo.pfeif	fer		
	1	[Microsoft l	login]	[Create account]	Remember login	Log in
Version: 5.6.0 RC05						EN -



For each print job the PopUp will now show up with the PopUp-type according the user's configuration.

Microsoft Word - e-FOLLOW-Operator_Manual_EN_4.6.docx - Profil 1 – Microsoft Edge	—	
③ about:blank		
Microsoft Word - e-FOLLOW-Operator_Manual_EN_4.6.docx 9 Pages	é	FOLLOW
Skip popup for the next print jobs. Skip popup for the next minutes.		
Cancel	C	onfirm

8.6 **IPP printing from MAC**

e-FOLLOW.cloud can not only receive print jobs from Windows clients but also from Mac and Linux.

To print to a virtual queue configure your Mac as follows.

Visit <u>http://business.toshiba.com/support/index.jsp</u> to download an appropriate driver for your MFP.

Follow the installation instructions of the driver package...

OSHIBA	Willkommen bei: TOSHIBA e-STUDIO Color MFP	
Einführung	Sie werden durch alle Schritte geführt, die für die Installation dieser Software erforderlich sind.	
Lizenz		
Zielvolume auswählen		
Installationstyp		
Installation		
Zusammenfassung		

Add and Configure New Printer Open 'System Preferences' \rightarrow 'Print & Fax'		Drucker & Scanner	Q Suchen
	Ducker 102-160-1.272 Exettly, Zdatz benutzt CLX-3300 CLX-3300 Samsung CLX-3300 S office	D12.168.1.222 Drucker-Warteliste öffnen Optionen & Füllstände Ort: Ar: Algemeiner PestSoript-Drucker Status: Inaktiv	
Klick '+' Sign to add a new printer	+ -	Diesen Drucker im System Netzwerk freigeben Standarddrucker: Zuletzt verwendet Standard-Panjarformat: DIN A4	er Drucker

Customize the view of the "Add" dialog to access the "Advanced" entry. Right-click on the toolbar and enter "Customize toolbar..."
				Add	
			3 🛞 🚔	✓ Icon and Text	Search
		Def	ault IP Windows	Icon Only Text Only	Search
				Use Small Size	
			Address:	Customize Toolbar	
			Enter host r	N	
				Printing Protocol - IPP	•
			Queue:		
			Name:		
			Location:		
			Use:		٥
					Add
				Add	
Drag the Advanced butt	ton to the			Add	
toolbar.		- 🚔 🐨	-		earch
		Default IP	Windows	S	earch
		Drag your favor	ite items into the t	olbar	
				0.9	
		-			4>
		Windows	IP Default	Advanced Search	Space Flexible Space
		or drag the d	efault set into the	toolbar	
			erauri set into the	toonbar.	
		🚔 🛞		Q 8	learch
Then click to the "advar	nced"	Default IP V	Vindows		Search
option					
·		Show Icon and	d Text 🔹 🗆 Use	e small size	Done
					6 -11
	DDINT	Type Na	ame Pr	inter URL 🕜	Сору
	PRINT History		follow cloud Add	attace / / httace / line or James	test a fallow.cloud:44
	Print jobs	2 📾 📥	Ĩ		
	Upload Defa	ult IP Windows	Advanced	Search	
Type: coloct Internet	IPP Printers				
Type: select Internet Printing Protocol	TOOLS	Type: Internet	Printing Protocol (https	;)	
(https)	Confirmation Popup	Device: Another	Device		
(1110)	ACCOUNT	URL: https://ip	pe-follow	v.cloud:443/e-follow.cloud,	
URL: enter the URL	Settings	RBCJUC	YLMhr93GX254V37w		
for the virtual queue	Logout				
copied from					
Management or					
UserPortal.		Name: e-follow	v.cloud		
		Location:			
Name:the printer		Use: TOSHI	BA ColorMFP		•
Use: select the printer					
aladi ya mana ana ana ana ana ana ana ana ana a					Add
driver previously installed.					Add

Click Add to finish the installation of the virtual queue on your MAC.

8.7 Printing from Chromebooks

With the e-FOLLOW Print Chrome Extension you can easily distribute e-FOLLOW queue to users which are using Google Chrome browser or working on a Chrome Book.

It can be retrieved from the Chrome Web Store or directly from this URL: <u>https://chromewebstore.google.com/detail/e-follow-print/fjpnapffembidnjnpnicglbfadococcp</u> Or click on the link at SETTINGS→User portal & User tools→Chrome Extension.



After installing the extension it will show it's options dialog. When you are using it outside a Google Workspace or the admin hasn't set the policy for the extension you have to enter the UID (for e-FOLLOW.cloud) or Hostname (for e-FOLLOW).

At the Main page of the extension you can access you PIN-Code for login at Toshiba devices.

x e D	* * e D
<i>C</i> e-FOLLOW Print Options v0.9.3	e-FOLLOW Print v0.9.3 ingo.pfffr@googlemail.com
UID/Hostname cs-test Submit	PIN-Code for login at Toshiba's device ***
Send notifications?	<u>Options</u>
Reload extension (can fix some issues)	
Main page	

The e-FOLLOW queues then will be shown additional to the other available printers when the user selects a printer.



8.8 **Printing from mobile devices**

e-FOLLOW provides a mobile application for iOS and Android that allows users to upload documents to the e-FOLLOW.cloud server.



The Apps are already prepared to also perform release of print jobs. Therefore, the e-FOLLOW.gateway service is required that is currently not available.

Get the App from iTunes or Playstore by searching for "e-FOLLOW" or simply scanning below QR-code:



0	9:01							ul Şi	-
		/		:C		2			,
	E)	Sonu		/	ungen		vv	
Be	enu	mo				iollow.cl			h
Pa	assv				[443]			_	
Zu	ıganç		en me		2	peich	ern	0	
			,	Anm	elde	n			
				Server					
1	2	3	ver 4	bindu 5	ng pri	ren 7	8	9	0
-	1	:	;	()	€	&	@	"
#+=	Γ		,		?	!	'	Ϊ	\otimes
A	BC			Leerz	eiche	n		Ļ	
	Ŷ								
			-			_			1
		Erf		Onli eich v		nden			
				Oł	(

To connect the app enter the correct server settings provided by Toshiba.

Server: mobile-customID.e-follow.coud Port: 443



Make sure to enter the Server Hostname **without https://** The Server **Port 443** (SSL) must not be changed!

Clicking to 'Test connection' to make sure the App is properly connected and online.

9 e-FOLLOW.cloud reference

This chapter describes the sequence of menus, functions, parameters and it's dependencies.

9.1 MANAGEMENT

The user menu contains all data and settings related to users. The e-FOLLOW.cloud database can hold user data imported from the local domain (Active Directory) as well as 'internal' users (users that do not have an AD-account)

9.1.1 User list

The user list table shows all users (domain & internal) stored in the e-FOLLOW.cloud database.

FOLLOW			A Cogout
cloud	ADD SELECT FILTER: ON EXPORT USERDATA	MANAGE MOE	DIFY CSV IMPORT [2]
NAGEMENT			
User list	Q Search user V	Robert Boyle (boyle)	=
Departments	Robert Boyle	Authentication	
Permissions	boyle	Login name:	boyle
Projects	Marie Curie		
Domains	Albert Einstein	DistinguishedName:	uid=boyle,dc=example,dc=com
	einstein	Login type:	LDAP (Idap.forumsys.com)
ICES	Euclid euclid	Activated:	
Virtual Queues	Leonhard Euler	Login-PIN:	
Toshiba	euler	Aliases:	RobertBoyle
Toshiba eSF	Galileo Galilei		Robertobyle
Mobile print	Carl Friedrich Gauss		[+] [-]
ORT	Isaac Newton	Card IDs:	[+]
Reports	Alfred Nobel	Advanced Settings	^
TINGS	No Group	Email address:	boyle@ldap.forumsys.com
General	Louis Pasteur		
Jser portal & Jser tools	Bernhard Riemann		[+] [-]
Dashboard	Nikola Tesla		
Schedules	L tesla	Department:	×
Rules		Homedirectory:	
Reader profiles	[«] [<] [>] [»]		
Version: 5.5.0 RC01	Page: 1 V	Popup profile:	None

The List shows the users **Username** and **Login name**.

[1] On the right you see the user details sections to modify the

- User's Authentication settings
- Advanced settings
- User role
- Accounting settings
- EWB/Print settings
- User's Projects
- Teamprint

[2] Above the list you find the options to

- Add internal users
- Select users
- Setting filters for the user list
- Manage user accounts
- Modify user accounts
- CSV Import
- Export userdata

9.1.1.1 Search user

To search for a specific user e-FOLLOW.cloud provides a convenient search engine.

ADD EXPORT	SELECT USERDATA	FILTER: OFF	- r
Q Sear	ch user	▼ ↓	Isaac
	est_0001		Authe

Enter any phrase into the search window. e-FOLLOW.cloud will query all relevant fields

- Alias
- Login Name
- Full Name
- UserPrincipalName
- Card- ID
- PIN

for that phrase.

The search can be narrowed down by selecting a specific field to be searched.



Use the 🔔 symbol to change the sort order of the search results.

9.1.1.2 ADD (internal user)

Click to Add to adding a new internal user. Login name, Username and password are mandatory.

If available, select a department the user is belonging to and enter his/her email address and home directory.

The user's email address is registered to the Toshiba device when the user logs in and can be used according the <u>email</u> <u>address settings</u>.

		×
Login name	pciarc	*
Username	Peter Clark (Fore- and surname	*
	·	
Password	•••••	*
Confirm password	•••••	*
Department		
Email address	pclarc@domain.com	
Homedirectory		
		_
[Cancel]	add	

9.1.1.3 SELECT (users)

Using this option will help you to select/unselect multiple users.

[1] checking [v] will move the user to the **selected users** box [2]

Clicking to x will unselect the user and remove him from the selected user box

ADD SEL EXPORT USERE		F MANAGE MOD
Gearci user	▼ ↓	Selected users: [2]
Hansjoerg	Zucker ucker@control-systems.de	× Ingo Pfeiffer
In to Pfeifi ingp.pfeiffer	fer @control-systems.de	× Hansjoerg Zucker
Jü Kö	hler@control_systems de	

9.1.1.4 FILTER

The filter option allows setting a filter to the list of users by different criteria.

ilter all users accord	ing the following criteria:		
General			
Login type	Microsoft Entra ID (Azure AD) users only 💉	Domain	~
User status	~	Department	~
Aliases	~	Card IDs	with Card IDs only $\qquad \checkmark$
Login-PIN	~		
Accounting			
Accounting mode	~		
			[reset]
		[Cancel]	filter

When a filter is active (set) this is indicated by a highlighted **FILTER: ON** in the function bar.

9.1.1.5 MANAGE

Use the manage function to disable/enable or delete a single or a number of selected users.

ADD	SELECT	FILTER: OFF		MANAGE	MODIFY	C
EXPO	RT USERDATA			Disable sel	ected users	
Q Se	earch user	▼ ↓AZ Se	е	Enable sele	ected users	L
	Robert Boyle		>	Delete sele	cted users	Ŀ
	CloudPrint cp@control-systems.de		×	Robert Boyle		

Before the execution of a management function, you are requested to confirm this action.

You have selected 2 users. Are you si	ure to disable them?
[Cancel]	disable

9.1.1.6 MODIFY

The modify function allows a couple of modifications to the accounts of the selected users.

	SELECT	FILTER: ON	MANAGE	MODIFY	CSV IMPORT
	U UUUUUUUUUUUUUUUUUUUUUUUUUUUUUUUUUUUU			Change de	epartment
Q Se	arch user	▼ ↓AZ	Selected users:	Change po	pup profile
	Robert Boyle		× Galileo Galilei	Change ac	counting mode
	Marie Curie curie		× Carl Friedrich	Change pr	int settings
	Albert Einstein einstein			Change pr	oject settings
	Euclid euclid			Set quotas	5
	Leonhard Euler euler			Change us	
	Galileo Galilei galieleo				
	Carl Friedrich Gauss	5			

Change department

Assign a department to the selected user/s.



Change accounting mode

Select the accounting mode for the selected user/s.

Attention

If you change the accounting mode to "Use quotas" you must make sure that quotas are set correctly. Else the users may not perform any printouts or copies.

Change accounting mode	
Use this accounting mode for 2 selected use	rs:
 No accounting All activities are logged only Use quotas 	
[Cancel] apply	

Change print settings

Here you can change the general print setting used on Toshiba devices for the selected users.

The settings can be

- enabled, overwriting any settings done for departments or devices
- Image: with the second s
- visabled, overwriting any settings done for departments or devices

		×
Change print settings for 2 selected users		
Print all jobs immediately after login ("Quickprint")	V O X	
Notify user if "QuickPrint" failed	V O X	
Keep print jobs after printing for reprint	V O X	
Show "Keep print jobs" option in job list	V O X	
Show print and keep button	V O X	
Force duplex printing	V O X	
Enable duplex printing by default	V O X	
Enable simplex printing by default	V O X	
Force black & white printing	V O X	
Enable black & white printing by default	V O X	
Force erasable blue printing	V O X	
Do not print if the device displays the warning "Low Paper"	V O X	
Print job list sorted by		·
Show print job list immediately	V O X	
Automatic deletion of jobs		
At logout	V O X	
Cancel running jobs	V O X	
Delete on error after	✓ <mark>○</mark> X	seconds
	[Cancel]	save

Set project settings

Her you can change the project settings for the selected users.

The settings can be

- Setting will be set to enabled
- vill be taken as defined previously
- Setting will be set to disabled

	×
Change project settings for 2 selected use	rs
Enable project selection at device	vox
Projects are mandatory	vox
Skip blank project list	V O X
Allow manual entry of project names	✓ <mark>○</mark> X
Allow manual entry of sub-project names	V O X
Add manually entered projects to project list	V O X
[Cancel]	save

Set quotas

Here you can set quotas for the selected users. If you do not wish to use quotas for a certain function - e.g. faxing, scanning - you can disable the use of quotas by clicking to [disable].

The page quota field gets grayed out and the link changes to **[enable]**.

This will make the selected function 'unlimited'.

Quotas are only checked at user login at the MFP. They are not used to interupt jobs. Therefore it is possible for users to have negative quotas.

Set quotas			×
Set quotas for the	e selected ι	ıser	
Total quota:	[disable]	5000	Pages
Color quota:	[disable]	350	Pages
Print quota:	[disable]		Pages
Copy quota:	[disable]		Pages
Scan quota:	[disable]		Pages
Fax quota:	[disable]		Pages
[<u>Ca</u>	ncel]	safe	

Change User Roles

Here you can modify the Roles assigned to the selected users.

The settings for roles can be

- Image: second seco
- Ieft unchanged. Settings will be taken as defined previously
- Implies the second second



9.1.1.7 USER - CSV Import

User data can be easily added or modified via .csv file. This function allows to add new (internal) users to the e-FOLLOW database and to modify or add data to existing user accounts.

CSV imp	ort file:					[4]
	Upload new CSV i	mport file				[1]
CSV imp	ort file syntax:					[2]
User nam	e,Full name,Pass	word,Pin,Alias,Card ID,I	Email Address,Depa	rtment,HomeD	Directory, Accounti	
						2 //
		g type: None, Protocol,				
If the use	er already exists r		rd ID and Email Add	lress will be ad	lded.	
If the use	er already exists r values will be ove	g type: None, Protocol, new values for Alias, Ca	rd ID and Email Add	lress will be ad e CSV file are i	lded.	[3]
If the use All other Separate Check di	er already exists r values will be ove or:	g type: None, Protocol, new values for Alias, Ca rwritten. In general, en n, alias, card ID or e-m	rd ID and Email Add npty values from th Com	lress will be ad e CSV file are i	lded.	2 /1
If the use All other Separato Check do are alrea	er already exists r values will be ove or: uring import, if pi	g type: None, Protocol, new values for Alias, Ca rwritten. In general, en n, alias, card ID or e-m n existing user.:	rd ID and Email Add npty values from th Com	lress will be ad e CSV file are i	lded.	[3]

[1] Import file:

Here you can upload a .csv file containing user data.

You can easily upload/replace the user import.csv file by pressing the button Upload new CSV file.

[2] Syntax

Make sure the structure of the .csv file is correct. The first line will be imported too.

Valid values for Accounting type are

- None
- Protocol
- Quota

[3] Separators

Here you can define the field separators (comma, semicolon or tab stop).

[4] Check during import

Here you can define if all fields should be imported as they are or if pin, alias, card-id and e-mail address should be only imported if not used by any existing user.



If the user already exists new values for Alias, Card ID and Email Address will be added. All other values will be overwritten. In general, empty values from the CSV file are ignored. All informations about import status and errors can be found in the dashboard.

9.1.1.8 User details / Authentication

To view or modify the user details just click to the name of the desired user.

\times ingo \mathbf{v}	I	ngo Pfeiffer (ingo.pfeiffer	@control-systems.de)	
Ingo Pfeiffer ingo.pfeiffer@control-systems.de		Authentication	^	
mgo.premerę contror 5ystems.ce		Login name:	ingo.pfeiffer@control-systems.de	
		Login type:	Azure Active Directory (CS_AAD)	
		Activated:	1 21	
		Login-PIN:	31 31	
		Aliases:	ip IngoPfeiffer [4]	
			[+] [-]	
		Card IDs:	31 [5]	
	Ľ.,		[+] [-]	
		Advanced Settings	v .	
		User role	×]	
		Accounting	~	
		EWB/Print settings	×	
		Projects	^	
	J	Enable project selection	Assigned projects:	
[«] [<] [>] [»]		Projects are mandatory		
Paye:				

- [1] user details
 - △ Login name: This is also known as 'User Principal Name' It needs to be entered when logging in with username and password
 - △ Login type: Here you can see from which type of directory the user was imported and what its name is.

a

Domain user's passwords are always authenticated against the domain controller

- [2] use this switch to disable/enable the user account.
- [3] Login-PIN: If the login type "PIN Code" is enabled at the MFP, the user's PIN can be assigned here
- [4] Aliases: here you can enter additional login names for the user. This can be useful, if e.g. the Login names are complex or very long. Aliases can also be used to map print jobs from other environments (e.g. SAP), where they use different user names. Users may have multiple (unlimited) aliases.
- [5] Card IDs: If the users are allowed to login by card the card IDs can be entered here. Users may have multiple (unlimited) card IDs.

9.1.1.9 User Details / Advanced

Here you can define add advances user settings.

	\#\ € L	ogou
Cloud	ADD SELECT FILTER: OFF MANAGE MODIFY CSV IMPORT EXPORT USERDATA	
MANAGEMENT	Q Search user v A multi@control-systems.dev (multi@control-systems.dev)	-
User list Departments Permissions Projects Domains DEVICES	Q Search user v Luca.Narcucci Authentication Luca.Marcucci Advanced Settings mailer-daemon@googlemail.com Email address: Marie-Jeanne CACCIATORE [+] Marie-Jeanne CACCIATORE [+]	
Virtual Queues Toshiba Toshiba eSF Mobile print	□ mfa2 mfa2@control-systems.de □ mfa3 mfa3@control-systems.de □ mfa mfa@control-systems.de □ mfa@control-systems.de	1
REPORT Reports SETTINGS	michaei.muelie///JSUgmail.com multi@control-systems.dev multi@control-systems.dev multi@control-systems.dev multi@control-systems.dev_r7/855	
General User portal & User tools Dashboard	Imulti@control-systems.dev_multi@contro	1
Schedules Rules	User role Alfred Nobel nobel Accounting	
Reader profiles Version: 5.5.0 RC02	[«] [>] [»] EWB/Print settings v Page: 3 v Projects v	

[1] Email addresses: here you can enter one or more email-addresses for this user.

Multiple Email-addresses may be useful for Email-to-print when sending jobs from different accounts.

- [2] Department/Home directory: select a department from the list the user is belonging to
 - By default, these values are synchronized from a directory service. If these items are not available or in case of internal (non-domain) users you can add this here.
- [3] Popup profile: in case PopUps are required you can select the popup type for the specific user. In case the **Mandatory** flag is enabled all jobs must be processed by the popup, else they are refused by the server.
- [4] If enabled the user can login to the mobile App by just entering his PIN.
- [5] Sets this users as Multi-User template for Chrome Extension. If there already copies of this Multi-User template you can access the copies by clicking on the link. (See 0

9.1.1.10 User Details / User role

e-FOLLOW.cloud provides a user role concept, allowing individual users to get access to certain management options.

cloud	ADD SELECT FILTER: OF	F MANAGE MODIFY CSV IMI	PORT
NAGEMENT			
User list	Q. Search user	Robert Boyle (boyle)	=
Departments	Robert Boyle	User role	111
Permissions	boyle	Use user role	
Projects	CloudPrint cp@control-systems.de		
Domains	Marie Curie	Select all	[2]
ICES	Denis Hannig	Select none	
/irtual Queues	denis.hannig@control-systems.de	Cashier	
Foshiba	denis.staritin@control-systems.de	User list	
Foshiba eSF	ds ds	User role manager	
Nobile print	Albert Einstein	Departments	
	einstein Euclid	Permissions	
DRT	euclid	Projects	
Reports	Leonhard Euler	Domains	
INGS	fidendum@control-systems.de	Virtual Queues	
General	Galileo Galilei	Virtual Queues - Change user	
Jser portal &	galieleo	Toshiba	
Jser tools	Carl Friedrich Gauss	Toshiba eSF	
)ashboard	Hans Jürgen Test	Mobile print	
chedules	h.test@control-systems.de	Reports	
tules	hansjoerg.zucker@control-systems.de	General	
leader profiles	Ingo Pfeiffer ingo.pfeiffer@control-systems.de	User portal & User tools	
		Encryption for records	
	Jü Kö	Dashboard	
	juergen_koehler@control-systems.de	Schedules	
	[«] [<] [>] [»]	Rules	
ersion: 5.6.2 RC05	Page: 1 🗸	Reader profiles	

- [1] Use user role: If enabled the user can login to e-FOLLOW.cloud management
- [2] Here you can select the user's access permissions. All e-FOLLOW.cloud menu items can be selected individually.

Configuration help Logout e FOLLOW FILTER: ON CHANGE BALANCE MANAGEMENT Q Search user... • 🔁 Guest User (guest) Accounting □ _lp Charge the user's balance aa 22 50.00 € Current balance: 🗌 aaa Add balance [+] Charge balance [-] Alexander.Wagner@control... Alexander.Wagner@control-syst... Anonymous print Dorothy Williams

After login, the user can only see the options enabled for his role.

9.1.1.11 User Details / Accounting

Here you can define the accounting type of the user.

Q Se	arch user	▼ ↓AZ	Robert Boyle (boy	yle)	
	Robert Boyle		Authentication		~
	CloudPrint cp@control-systems.de	Change acc	Advanced Settings	×	~
	Marie Curie curie	O No accou	unting		^
	Denis Hannig denis.hannig@control-sys	_	ties are logged only	nly	[change]
	Denis Staritin denis.staritin@control-sy:	🔾 Use quot	as		~
	ds ds	[Cancel]	change		~
	Albert Einstein		reamprinc		~

To select a new accounting type, click to [change] and select the desired accounting mode.

No accounting: nothing will be tracked and logged for this user

Only log activities: All activities (print, copy, scan, fax) are logged in the e-FOLLOW.cloud transaction database. But the user is not restricted/limited.

Use Quotas: The user account is limited by quotas.

counting	
Use quotas 🍞	[change]
Total quota:	200 Pages
Color quota:	50 Pages
Print quota:	Pages
Copy quota:	Pages
Scan quota:	Pages
Fax quota:	Pages

Beside a total 'over all' quota you can define additional quotas for color usage, prints, copies, scans and faxes.

Attention

Quotas can also be set for Departments and Devices. So it might happen that even if the user still has e.g. color quota available he can't do color prints or copies if the color quota of his department or the color quota of the device is used up.

Quotas are only checked at user login at the MFP. They are not used to interupt jobs. Therefore it is possible for users to have negative quotas.

9.1.1.12 User details / EWB/Print settings

Here you can define basic EWB and print settings on e-BRIDGE for this user.

EWB/Print settings	^
Note: The priority of the print settings is User->Depart	ment->Device
Print all jobs immediately after login ("QuickPrint")	
Notify user if "QuickPrint" failed	
Keep print jobs after printing for reprint	
Show "Keep print jobs" option in job list	
Show print and keep button	
Force duplex printing	
Enable duplex printing by default	
Enable simplex printing by default	
Force black & white printing	
Enable black & white printing by default	
Force erasable blue printing ?	
Do not print if the device displays the warning "Low Paper"	
Print job list sorted by	Date (new -> old)
Show print job list immediately	
Automatic deletion of jobs (This will activa	te single print)
At logout 🍞	
Cancel running jobs	
Delete on error after	120 seconds

Print all jobs immediately after logging in (QuickPrint):	If enabled all pending jobs for this user will be released immediately after login (print selection screen is not shown)
Notify user if "QuickPrint" failed	If there was an error while printing jobs immediately after login the user will receive a notification by email or popup.
Keep print jobs after printing for reprint	The checkbox "Keep job after printing" is checked by default.
Show "Keep print jobs" option in job list	Selects if the checkbox "Keep job after printing" is visible or not.
Show print and keep button	Will enable an extra button with "print & keep" next to the print button.
Force Duplex printing:	all printouts on e-BRIDGE devices will be converted to duplex
Force Duplex printing: Enable duplex printing by default	
	duplex In case the Force duplex is set to off, you can configure if
Enable duplex printing by default Enable simplex printing by	duplex In case the Force duplex is set to off, you can configure if the Duplex setting is enabled by default. In case the Force duplex is set to off, you can configure if
Enable duplex printing by default Enable simplex printing by default:	duplex In case the Force duplex is set to off, you can configure if the Duplex setting is enabled by default. In case the Force duplex is set to off, you can configure if the Simplex setting is enabled by default.

Do not print on"Low Paper":	If enabled printing cannot be started if the device has low paper or no paper warning
Print job list sorted by:	Select the default sort order for the print job list
Show print job list immediately:	if enabled, the welcome screen will be skipped

Automatic deletion of jobs

The **Automatic deletion of pending jobs on Toshiba / Toshiba eSF devices** settings defines the treatment of jobs that have already been selected for printing in case of an error, user log out or user login.

This will ensure that documents will only be retrieved by the authorized user.

As soon as the user is pressing the logout button, e-FOLLOW.cloud removes all jobs form the device's job list.

To prevent removing the current job list due to auto-logout it is recommended to set the **Autoclear** function on the device to **'No limit'**

Cancel running jobs	If enabled the currently running job is stopped and removed		
	additionally. Else the running job will be finished.		
Delete on error after	This will delete the current job that caused an error (e.g. paper jam) and the pending job list after xx seconds. If the error gets fixed in between the xx seconds, the device will continue to print and to process the user's current job list.		

Once, one of the 'Automatic deletion of jobs' option is enabled, the printing system will change to single-print-mode. This means that a next job of a selected list of jobs will not be sent to the device before the prior job has been completely finished.

9.1.1.13 User details / Projects

Click to [+] to add one or multiple projects to the list of user assigned projects.



Global project can't be assigned to a user as they are available by default.

You can define the handling of Project Codes in e-FOLLOW.cloud.

i

Enable project selection.	This enables the project selection for jobs on e-BRIDGE devices (EWB client) for the current user.
Project are mandatory	If enabled the selection of a project code is mandatory. Jobs without a project code will be cancelled.
Skip blank project list	If a user does not have any project codes assigned (and there are no global projects available) the user will not be prompted to select a project code when this option is enabled.
Allow manual entry of project names	In addition to select project codes from a list, the user can be allowed to manually enter a project code.
Allow manual entry of sub- project names	same for sub-project codes.
Add manually entered projects to list	If enabled, the manually entered project code will be added to the user's project code list.

Global projects (projects that are available to all users) cannot be added to the list.

9.1.1.14 User details / TeamPrint

Here you can allow this user to release jobs originally printed/owned by other users.

× ingo	Ingo Pfeiffer (ingo.pfeiffer@control-systems.de)	≡
Ingo Pfeiffer	Authentication	~
ingo.pfeiffer@control-systems.de	Advanced Settings	~
	User role	~
	Accounting	~
	EWB/Print settings	~
	Projects	~
	Teamprint The user has access to print jobs of following users, departments and security groups	~ [1]
	Users Departments boyle Verwaltung	
	[+] [-] [+] [-]	
	Groups (Entra ID)	
	[±] [_]	
	User can create jobs, which don't appear in teamprint	[2]

[1] Select individual users or departments or groups.

[2] Privacy setting

This option allows the user to flag individual print jobs as 'private' jobs. These jobs will not be seen in the print job list on the MFP or mobile device by any other users, even if they have been granted the right to release his jobs.

Â

To flag print jobs being private the client PopUp must be executed on the users Workstation.

C Invoice-3324-03-2014.rtf	
Invoice-3324-03-2014.tf 1 Page	e.Follow
Hide popup for the next jobs. Hide popup for the next minutes.	
Make this job private	Cancel Send

9.1.2 Departments

Departments are organizational units. Each user may belong to only one department. Usually the association of users to departments is done in Active Directory.

When synchronizing the domain e-FOLLOW.cloud automatically imports all departments and the association of users.



- 1. List of departments
- 2. List of users belonging to the selected department
- 3. press ADD to manually add a department
- press [+] to manually add users to the selected department
- 4. enable QuickPrint; enable/show keep print jobs; enable/force duplex printing; enable simplex by default; enable/force black&white printing; force erasable blue printing; enable prevent printing at low paper; set quotas and user roles for the selected department.

9.1.2.1 Use Quotas

Similar to user's quotas you can define quotas for departments as well.

Beside a total 'over all' quota you can define additional quotas for color usage, prints, copies, scans and faxes.



Attention

Quotas can also be set for Users and Devices. So it might occur that even if the Department still has color quota available a user can't do color prints or copies if his personal color quota or the color quota of the device is used up.

Quotas are only checked at user login at the MFP. They are not used to interupt jobs. Therefore it is possible for users to have negative quotas.

Q s	earch department 🔹 🚺		Description:		created during synchronisation	[change]
	Demo		Force duplex printing			
	created during synchronisation Entwicklung		Enable duplex printing t default	ру		
	created during synchronisation GF created during synchronisation		Enable simplex printing default	by		
	Test_5000 created during synchronisation		Force black & white prin	ting:		
	Vertrieb created during synchronisation		Enable black & white pri by default	inting		
	Verwaltung created during synchronisation		Force erasable blue printing:	?		
			Use quotas: 🍞			
			Total quota:			Pages
			Color quota:			500 Pages
			Print quota:			Pages
		1	Copy quota:			Pages
			Scan quota:			Pages
			Fax quota:			Pages
			Use user role			
			List of users:			
			Ingo Pfeiffer			
			🔲 Vlada Izotova			
[*	(] [/] [»]					[+] [-]
Ľ«	<] [<] [>] [»] Page: 1 ¥		[Permissions]			

9.1.2.2 Use user role

e-FOLLOW.cloud user roles can also be assigned by department. This means that a specific role can easily be assigned (or revoked) to all users belonging to the same department.



Use user role: If enabled, user roles get enabled for all users belonging to the selected department and you now can assign the desired roles to all users.



Attention

Disabling a user role will revoke the role from all users of that department.

9.1.2.3 Search for departments

To search for a specific department e-FOLLOW.cloud provides a convenient search engine.

ADD	SELECT	MODIFY
× ent		▼ ↓A
	ntwicklung reated during synchr	onisation

Enter any phrase into the search window. e-FOLLOW.cloud will query all relevant fields

- Name
- Description

for that phrase.

The search can be narrowed down by selecting a specific field to be searched or by departments that are configured with **Quota in use** or **with Quota disabled**.

ADD	SELECT	MODIFY
Q Searc	h department	▼ ↓A
ALL		
Name		
Descripti	on	
Quota in	use	
Quota di	sabled eated during synchro	onisation

Use the symbol to change the sort order of the search results.

9.1.3 Permissions

The concept of permissions in e-FOLLOW.cloud describes what functions & features users are allowed or denied when printing to a direct queue or using a Toshiba e-BRIDGE X device.



- 1. Permission settings are set for Toshiba or eSF devices.
- 2. Device list: First of all permissions are globally set for **All devices**. By default all features are 'allowed'. Veril To deny a feature change its status to 'denied'

By pressing **[+]** you can add single Toshiba devices (or direct queues). By default permissions are derived from the global settings for all devices. This is indicated by the status **vox**

3. The list of users shows whom the permissions are applied to. By default the settings are applied to **All users**. Similar to the devices you can add individual users, departments, AD security groups and Entra ID groups by pressing the corresponding link.

This allows to individually apply permissions for each combination of user, department, groups and devices.

- 4. To adjust permissions e-FOLLOW.cloud offers a tri-state setting switch for each feature.
 - **VOX** The permission for this feature is passed through

✓ ○ X This feature is denied

The Priority of permissions is organized hierarchically:

- 1. Toshiba device / direct queue
- 2. User
- 3. Department

9.1.4 Projects

In e-FOLLOW.cloud print and copy transactions can - in addition to user and departments - optionally be assigned to a Project code. Projects can be used. e.g. to charge back cost to projects or clients. Each project can have an unlimited number of sub-projects allowing the administrator to realize a fine grained accounting structure.

		\# 🔵 🕻 Logout
e FOLLOW cloud	ADD REMOVE SELECT IMPORT	
MANAGEMENT	Q Search project 78050	
User list	Description:	Villingen-Schwenningen [Change]
Departments	Villingen-Schwenningen	rs:
Permissions	78050 Villingen-Schwenningen	
Projects	Villingen-Schwenningen	
Domains	78054	
DEVICES	Villingen-Schwenningen 78056	
Virtual Queues	Villingen-Schwenningen	
Toshiba	78073 Bad Dürrheim	[+] [-]
Toshiba eSF	78078 Niedereschach	
Mobile print	78083 General	
REPORT	□ 78086 Brigachtal □ School	
Reports	Z 78087 Mönchweiler	
SETTINGS	78089 Unterkiroach	
General	78098	
User portal & User tools	78112	
Dashboard	Sankt Georgen im Schwarzwald	
Schedules	78120 Furtwangen im Schwarzwald	
Rules		[+] [-]
Reader profiles	[«] [<] [>] [»]	
Version: 5.5.0 RC01	Page: 392 V	

e-FOLLOW.cloud knows two types of projects:

global projects

these projects (and sub-projects) are available to all users.

personal assigned projects

these projects must be assigned to specific users. Only the assignees are able to select these projects and their sub-projects.

Each project code can be specified as a 'personal' project or 'global' project by enabling or disabling the **Available for all users** option.



Projects can either be selected at the e-BRIDGE embedded client, the workstation client popup or the mobile print release App.

9.1.4.1 Import Projects from .csv

ADD REMOVE SELECT IMPORT	
Import projects from CSV file 🗶	
Import file: alle_plz_e-FOLLOW.csv Upload new Project Import File	[1]
Structure of the CSV file: project,subproject, username Subproject and username are optional. Username must always be in third place.	[2]
IDROP_TABLE at the first line will delete all projects and user assignments.	
project1,subproject2 project3,subproject1 Syntax for user assigned projects: e.q.	
project1,subproject1,username1 project1,subproject2,username1 project2,username1 project1,username2	
Descriptions for project and subproject can be added with brackets: project1(description),subproject(description) For more information and examples see documenation.	
Separator: Comma 🗸	[3]
Brackets for descriptions Round brackets (Description)	
CSV Import of 14316 lines finished at 10:28:49.	
[Cancel import] Start import	

The list of projects, sub-projects and user assignment in e-FOLLOW.cloud can be imported via a .csv file.

[1] Import file:

Here You can easily upload / replace the project-csv file by pressing the button Upload new Project Import File.

[2] Syntax

Make sure the structure / syntax of the .csv file is correct. Please refer to the examples for global and user assigned projects.

Global:	project-name project-name, sub-project-name*
user assigned:	project-name,,username project-name,sub-project-name*,username

*) sub-project name is optional. Make sure, that in case of user assigned projects the username is placed as third field.

[3] Separators

Here you can define the field separators (comma, semicolon or tab stop) and the type of brackets containing the descriptions.

[4] !DROP_TABLE If you add the expression '!DROP_TABLE' at the first line of the .csv file all project codes and user assignments will be deleted before importing the data from .csv. Else new data will be appended.

9.1.5 Domains

e-FOLLOW.cloud supports the synchronization of users from the any directory service supporting a secure LDAP connection. Additionally, e-FOLLOW.cloud supports the synchronization of Microsoft Entra ID (Azure Active Directory (AAD)) and Windows Active Directory (not recommended for e-FOLLOW.cloud).

		🕸 🔵 🕻 Logout
Cloud	ADD REMOVE MODIFY USER IMPORT	
MANAGEMENT User list Departments	Active Directory LDAP trol Systems GmbH & Co. KG (CSAAD)	
Permissions Projects	Microsoft Entra ID (Azure Active Directory)	-
Domains	Projects Accounting Log	~
DEVICES Virtual Queues	Quotas Popup profile None	~
Toshiba Toshiba eSF Mobile print	Print settings Print all jobs immediately after	
REPORT Reports	login ("Quickprint") Notify user if "QuickPrint" failed	-
SETTINGS General	Keep print jobs after printing for reprint Show "Keep print jobs" option in job list	
User portal & User tools Dashboard	Show print and keep button Force duplex printing	
Schedules Rules	Enable duplex printing by default	
Reader profiles	Enable simplex printing by default	
	Force mono printing Enable black & white printing by default	
	Force erasable ⑦ blue	
Version: 5.6.2 RC05	Do not print if the	

i

Synchronization will be performed immediately by clicking to [USER IMPORT] Users can also be synchronized automatically. Pease refer to the chapter **Schedules**.

ADD	REMOVE	MODIFY	USER IMPORT	

9.1.5.1 Domains - ADD LDAP Domain

e-FOLLOW.cloud Professional can synchronize users from multiple directory services (AAD or LDAP Servers). Clicking to [ADD] and selecting LDAP will allow entering the hostname/IP and credentials for an additional Server.

Name	*
Hostname/IP Address	
Port	389 *
SSL	
Base DN	*
Admin DN	Example: DC=domain,DC=local Example: CN=admin,DC=domain,DC=local
Password	Active Directory: CN=Administrator,CN=Users,DC=domain,DC=local
	[Cancel] add

LDAP import can only be performed if the LDAP Server supports SSL & *paged search*.

Attention

When 'Write new Cad-IDs to A.D.' is enabled, the user specified here must have write-permission.

9.1.6 Domains – ADD Microsoft Entra ID (Azure Active Directory)

To synchronize your Microsoft Entra ID users with e-FOLLOW.cloud, you need to prepare one App at your Entra ID.

Then you need your Tenant ID, the Application (client) ID and the Secret Key to create a Entra ID domain at the management.

9.1.6.1 Create an application in Microsoft Entra ID (Azure Active Directory)

Start the Azure portal (<u>https://portal.azure.com</u>) and sign in with your Microsoft account and select "Microsoft Entra ID" in Azure services

Select "App registration" on the left and then click on "New registration"

\equiv Microsoft Azure	
Home > Control Systems GmbH & Co. K	5
🔣 Control Systems Gm	bH & Co. KG App registrations 👒 🗠
× «	$+$ New registration \oplus Endpoints $ imes$ Troubleshoot 🖒 Refresh $ imes$ D
0verview	All applications Owned applications Deleted applications
💀 Preview features	
🗙 Diagnose and solve problems	ho Start typing a display name or application (client) ID to filter these r
∨ Manage	A
🚨 Users	Delete permanently S Restore app registration
🍰 Groups	0 applications found Display name ↑↓
External Identities	No results.
🕹 Roles and administrators	
Administrative units	
Delegated admin partners	
Enterprise applications	
Devices	
🔣 App registrations	
Identity Governance	

Give a name, select a Supported Account Type and click "Register"

≡ Microsoft Azure 🔎 s	earch resources, services, and docs (G+/)	Þ	Ŗ	Ø	٨	?	ন্দ	ingo.pfeiffer@control-s солтгоl systems gmbh & со
Home > Control Systems GmbH &	Co. KG App registrations >							
Register an applicati	on							×
* Name								
The user-facing display name for this a	application (this can be changed later).							
L								
Supported account types								
Who can use this application or access	this API?							
 Accounts in this organizational dir 	rectory only (Control Systems GmbH & Co. KG onl	y - Single	tenant)					
Accounts in any organizational dir	rectory (Any Microsoft Entra ID tenant - Multitena	nt)						
 Accounts in any organizational dir Xbox) 	rectory (Any Microsoft Entra ID tenant - Multitena	nt) and p	ersonal I	Microso	ft acco	ounts (e	e.g. Skyp	pe,
O Personal Microsoft accounts only								
Help me choose								
Redirect URI (optional)								
We'll return the authentication response changed later, but a value is required f	se to this URI after successfully authenticating the for most authentication scenarios.	user. Pro	viding tl	nis now	is opti	onal ar	nd it can	1 be
Select a platform 🗸 🗸	e.g. https://example.com/auth							
Register an app you're working on her	e. Integrate gallery apps and other apps from out	ide your	organiz	ation by	/ addin	g from	1 Enterp	rise applications.
By proceeding, you agree to the Micro	soft Platform Policies 🗗							
Register								

After creating the App you will find your Tenant ID and the Application (client) ID.

Home > Control Systems GmbH & Co. KG	App registrations >
👯 e-F-App 🛷 …	
<mark>∕</mark> Search ≎ «	🗴 Delete 🕀 Endpoints 💀 Preview features
👯 Overview	
 Quickstart 	
💉 Integration assistant	Display name : <u>e-F-App</u> Application (client) ID : Interfet Mon-app - they distributed in the
✗ Diagnose and solve problems	Application (client) ID : IIII/THOM-1000-1000-1000-111/THOLT10T Object ID : FLBc/3581-1488-4578-9511-58c(25a465/58c
∨ Manage	Directory (tenant) ID : 11 MoST 524 - 216 MoST 524
🧮 Branding & properties	Supported account types : <u>My organization only</u>
Authentication	
📍 Certificates & secrets	Starting June 30th, 2020 we will no longer add any new features to Azure Activ to Microsoft Authentication Library (MSAL) and Microsoft Graph. <u>Learn more</u>
Token configuration	
- API permissions	Get Started Documentation
Expose an API	

Select "certificates and secrets" on the left and click on "New client secret"

Enter a Description and an expiration date

	Microsoft Azure		
Hom	e > Control Systems GmbH	& Co. K	G App registrations > e-F-App
•	e-F-App Certifi	cate	s & secrets 👒 …
	Search	«	₽ Got feedback?
<u> </u>			
•	Dverview		
🦀 (Quickstart		Credentials enable confidential applications to identify themselves to the au scheme). For a higher level of assurance, we recommend using a certificate
% I	ntegration assistant		
Mana	age		 Application registration certificates, secrets and federated credentials can
E	Branding & properties		• · · · · · · · · · · · · · · · · · · ·
€ €	Authentication		Certificates (0) Client secrets (5) Federated credentials (0)
† (Certificates & secrets		A secret string that the application uses to prove its identity when request
11 1	Token configuration		A select stang that the application uses to prove its identity when request
→ /	API permissions		+ New client secret

```
..and click "Add"
```

Copy the value of the client secret that you just added.



Attention

This is only shown once here. If you forget it, you can create another one

The Secret Key will expire after a certain time. Be sure to recreate it regulary or some feature of the Microsoft Entra ID (Azure Active Directory) like synchronization will fail.

Select "API permissions" on the left You must add the following rights

Application-type API

Therefore click +Add a permission

Microsoft Azure Show portal menu Home > Control Systems GmbH & Co. Or E- App A DI porm	
	C Refresh
 Overview Quickstart Integration assistant 	The "Admin consent required" column shows the default value for an or
Manage	Configured permissions
Branding & properties	Applications are authorized to call APIs when they are granted permission all the permissions the application needs. Learn more about permissions
 Authentication Certificates & secrets 	+ Add a permission 🗸 Grant admin consent for Control Systems G
Token configuration	API / Permissions name Type Description
 API permissions 	✓ Microsoft Graph (8)

Then select "Microsoft Graph"

Microsoft Azure	𝒫 Search resources	services, and docs (G+/) 🛛 🕞 🕞 🖓 🤣 🖓 🖓 ingo.pfeiffer@cont
Home > Control Systems G		Request API permissions
Search Overview Ouickstart	≪ Õ R∉	Select an API <u>Microsoft APIs</u> APIs my organization uses My APIs Commonly used Microsoft APIs
Manage	Confic	Microsoft Graph Take advantage of the tremendous amount of data in Office 365, Enterprise Mobility + Security, and Windows 10. Access Microsoft Entra ID, Excel, Intune, Outlook/Exchange, OneDrive, OneNote, SharePoint, Planner, and more through a single endooint.
Branding & propertiesAuthentication	Applica permiss	

Select 'Application permissions'



Select the following API permissions

- △ AccessReview.Read.All
- ☐ Directory.Read.All
- □ Group.Read.All
- □ GroupMember.Read.All
- ☐ User.Read.All
- User.ReadBasic.All (Delegated Permissions)

Click "Add Permissions"



■ Microsoft Azure P s	Search resources, services, and docs	(G+/)		D. 🗗	4 🖉	ত সি	ingo.pfeiffer@control- control.systems GMBH & C
Home > Control Systems GmbH &	Co. KG App registrations > e-F	-Арр					
_ə e-F-App API per	rmissions 🛷 …						
₽ Search	« 🜔 Refresh 🛛 🗟 Got f	feedback?					
Overview							
Quickstart			n shows the default value for an organ				
Integration assistant	app. This column may	not retiect the	value in your organization, or in organ	nizations wher	e this app will be us	ea. <u>Learn</u>	more
fanage	Configured permission	is					
Branding & properties	5		hen they are granted permissions b	ov users/adm	ns as part of the c	onsent p	rocess. The list of configured
Authentication	permissions should include	all the permis	sions the application needs. Learn I	more about p	ermissions and co	insent	5
Certificates & secrets	+ Add a permission 🗸	 Grant admin 	n consent for Control Systems Gmb	0H & Co. KG			
Token configuration	API / Permissions name	Туре	Description		Admin consent r	req S	
							tatus
API permissions	✓ Microsoft Graph (8)					_	tatus
	✓ Microsoft Graph (8) AccessReview.Read.All	Application	Read all access reviews		Yes	- [
Expose an API		Application			Yes		
Expose an API	AccessReview.Read.All	Application	Read directory data				Granted for Control Syst
App roles	AccessReview.Read.All Directory.Read.All Directory.ReadWrite.A	Application Application	Read directory data Read and write directory data		Yes		Granted for Control Syst Granted for Control Syst
Expose an API App roles Owners Roles and administrators	AccessReview.Read.All Directory.Read.All Directory.ReadWrite.A Group.Read.All	Application Application Application	Read directory data Read and write directory data Read all groups		Yes Yes		Granted for Control Syst Granted for Control Syst Granted for Control Syst Granted for Control Syst
Expose an API App roles Owners Roles and administrators Manifest	AccessReview.Read.All Directory.Read.All Directory.ReadWrite.A	Application Application Application	Read directory data Read and write directory data Read all groups		Yes Yes Yes		Granted for Control Syst
Expose an API App roles Owners Roles and administrators	AccessReview.Read.All Directory.Read.All Directory.ReadWrite.A Group.Read.All Group.Member.Read.A	Application Application Application Application	Read directory data Read and write directory data Read all groups Read all group memberships Sign in and read user profile		Yes Yes Yes		Granted for Control Syst

If you are not an administrator, you must ask your administrator for consent. He must then go to this page with his account and click on the button "grant administrator consent for YOUR.DOMAIN".

The status of all permissions should be green now.

Allow public client flows:

To enable login by username & password public client flow has to be enabled.

Home > Control Systems GmbH & Co. K	(G App registrations > e-F-App
e-F-App Authentica	ation 🖈 …
🔎 Search 🤍	Â ² Got feedback?
Overview	Platform configurations
 Quickstart Integration assistant 	Depending on the platform or device this application is targeting, additional configuration may be required such a redirect URIs, specific authentication settings, or fields specific to the platform.
Manage	+ Add a platform
 Branding & properties Authentication 	Supported account types
Certificates & secrets	Who can use this application or access this API?
Token configuration	Accounts in this organizational directory only (Control Systems GmbH & Co. KG only - Single tenant)
 API permissions 	O Accounts in any organizational directory (Any Microsoft Entra ID tenant - Multitenant)
 Expose an API 	Help me decide
App roles	
A Owners	▲ Due to temporary differences in supported functionality, we don't recommend enabling personal Microsoft
& Roles and administrators	accounts for an existing registration. If you need to enable personal accounts, you can do so using the manifest editor. <u>Learn more about these restrictions.</u>
0 Manifest	
Support + Troubleshooting	Advanced settings
Troubleshooting	Allow public client flows ①
New support request	Enable the following mobile and desktop flows:
	 App collects plaintext password (Resource Owner Password Credential Flow) Learn more No keyboard (Device Code Flow) Learn more SSO for domain-joined Windows (Windows Integrated Auth Flow) Learn more Not solve the state of t

This can also be enabled at the "Manifest" on the left

E Microsoft Azure 🔎 Sear	ch resources,	services, and docs (G+/)	⊵	Ŗ	L	-
Home > Control Systems GmbH & Co	. KG App re	gistrations > e-F-App				
e-F-App Manifest	\$~~~~					
	🔚 Sa	ve 🗙 Discard Upload 🛓 Download 🗏 🖗 Got fee	dback?			
Overview		tor below allows you to update this application by directly modify off Entra ID application manifest.	ing its JS	ON rep	resentat	tion.
📣 Quickstart						
🚀 Integration assistant	1	"id": "f18c7566-7e06-4819-9b11-36d29a4dc36c",				
Manage	3 4	"acceptMappedClaims": null, "accessTokenAcceptedVersion": null,				
Branding & properties	5	<pre>"addIns": [], "allowPublicClient": true,</pre>				
Authentication	7	appid : 33a7et05-t400-4c6c-9aaa-d1a1295c27d "appRoles": [],	7",			
📍 Certificates & secrets	9	"oauth2AllowUrlPathMatching": false,				
Token configuration	10 11	<pre>"createdDateTime": "2022-03-07T14:46:09Z", "description": null,</pre>				
API permissions	12 13	"certification": null, "disabledByMicrosoftStatus": null,				
🙆 Expose an API	14	"groupMembershipClaims": null,				
App roles	15 16	"identifierUris": ["api://33a7ef05-f400-4c6c-9aaa-d1a1295c27	d7"			
A Owners	17 18], "informationalUrls": {				
🕹 Roles and administrators	19	"termsOfService": null,				
	20	"support": null,				
11 Manifest	21	"privacy": null,				

Set "allowPublicClient" to 'true' and click save

In case e-FOLLOW.cloud shall be allowed to write back Card-ID or PINs to the AAD you need to grant **write-permission** to the registered App

API / Permissions name	Туре	Description	Admin consent requ	Status
✓ Microsoft Graph (8)				
AccessReview.ReadWrite.All	Application	Manage all access reviews	Yes	📀 Granted for Control Syst, 🚥
Directory.ReadWrite.All	Application	Read and write directory data	Yes	♂ Granted for Control Syst ····
Group.ReadWrite.All	Application	Read and write all groups	Yes	♂ Granted for Control Syst ***
GroupMember.ReadWrite.All	Application	Read and write all group memberships	Yes	🤣 Granted for Control Syst 🚥
User.Read	Delegated	Sign in and read user profile	No	🤣 Granted for Control Syst 🚥
User.ReadBasic.All	Delegated	Read all users' basic profiles	No	♂ Granted for Control Syst ····
User.ReadWrite.All	Delegated	Read and write all users' full profiles	Yes	📀 Granted for Control Syst, 🚥
User.ReadWrite.All	Application	Read and write all users' full profiles	Yes	🤣 Granted for Control Syst, 🚥



In order to get the permissions effective, it is recommended to create a new App and apply above permissions instead of modifying an existing app.
9.1.6.2 Configuring e-FOLLOW.cloud domain Microsoft Entra ID (Azure Active Directory) synchronization

			*
Name			-
Tenant ID			*
Client ID			*
Client Secret			*
@Domain (will be added to the username	at printing at login if not present)	@your-azure-ad-domain-name.com	*
User self-enrollment (?)			
Microsoft Login ?			
Redirect URIs for Entra ID app,	when User self-enrollment or Micro	soft Login is used:	
User portal:	https://userportal-cs-test.tes	t.e-follow.cloud/?page=self_enrollment_callb	back
Management:	https://management-cs-test.tes	t.e-follow.cloud/?page=microsoft_login_callt	back
		[Cancel] add	- 1
		[cancer] 200	

Name	Enter a name of your choice for the directory service		
Tenant ID	Enter the Directory (tenant) ID of your AAD		
Client ID	Enter the Application (client) ID of the service you just created		
Client Secret	Enter the Client Secret for the service you just created		
@domain	To simplify the login, this domain-addon will be added automatically to		
	the username at login, so the users do not necessarily need to enter their		
	full login name. E.g.: @control-systems.de		
User self-enrollment	This option disables automatic synchronization with Microsoft Entra ID		
	(Azure Active Directory)		
	(Explained in chapter 9.1.7 Domains – ADD Microsoft Entra ID (Azure		
	Active Directory) with User self-enrollment)		
Microsoft Login	This option enables the Microsoft Login for this domain. As "Sign in with		
	Microsoft" button will be then available at the Management and User		
	Portal login page.		
	At SETTINGS→General and SETTINGS→User portal & User tools		
	you can choose to allow only Microsoft Login.		
Redirect URI for User	The Redirect URI for the login page of the User Portal. This URI will be		
portal	used for User self-enrollment and Microsoft Login.		
	Enter it at your Entra ID App \rightarrow Manage \rightarrow Authentication \rightarrow Web		
	Redirect URIs. See screenshot below.		
Redirect URI for	The Redirect URI for the login page of the Management. This URI will be		
Management	used only for Microsoft Login.		
	Enter it at your Entra ID App \rightarrow Manage \rightarrow Authentication \rightarrow Web		
	Redirect URIs. See screenshot below.		

Redirect URIs example for User self-enrollment and Microsoft Login.

■ Microsoft Azure	∠ Search resources, services, and docs (G+/)
Home > e-F-App	
∋ e-F-App Authentica	ation 🖈 …
	R Got feedback?
Overview	
📣 Quickstart	Platform configurations
🚀 Integration assistant	Depending on the platform or device this application is targeting, additional configuration may be required such as
🗙 Diagnose and solve problems	redirect URIs, specific authentication settings, or fields specific to the platform.
✓ Manage	+ Add a platform
🗮 Branding & properties	
Authentication	Web Quickstart Docs 🖓 📋
📍 Certificates & secrets	Redirect URIs
Token configuration	The URIs we will accept as destinations when returning authentication responses (tokens) after successfully authenticating or signing out users. The redirect URI you send in the request to the login server should match one listed here. Also referred to as reply URLs. Learn more about Redirect URIs and their
API permissions	restrictions g*
🙆 Expose an API	https://userportal-cs-test.e-follow.cloud/?page=self_enrollment_callback
App roles	https://management-cs-test.e-follow.cloud/?page=microsoft_login_callback
🚵 Owners	Add URI
🚨 Roles and administrators	

9.1.7 Domains – ADD Microsoft Entra ID (Azure Active Directory) with User self-enrollment

If you need a more secure and limited access to Microsoft Entra ID (Azure Active Directory) users then use the User selt-enrollment feature.

There you also have to register an API for Microsoft Entra ID (Azure Active Directory) but without the rights to read all user informations.

Because of this synchronization of all users is no longer possible. Users have to add themselves manually at the e-FOLLOW user portal by entering their email address. Then they will be redirected to the Microsoft login page.

9.1.7.1 Create an application in Microsoft Entra ID (Azure Active Directory) with User self-enrollment

Start the Azure portal (<u>https://portal.azure.com</u>) and sign in with your Microsoft account and select "Microsoft Entra ID" in Azure services

Select "App registration" on the left and then click on "New registration"

\equiv Microsoft Azure					
Home > Control Systems GmbH & Co. KG					
👥 Control Systems GmbH & Co. KG App registrations 🔗 🐇					
× «	+ New registration 🖶 Endpoints 🗙 Troubleshoot 💍 Refresh 🞍 D				
Overview	All applications Owned applications Deleted applications				
Preview features Diagnose and solve problems	P Start typing a display name or application (client) ID to filter these r				
∨ Manage					
🚨 Users	 Delete permanently S Restore app registration 0 applications found 				
Sroups	Display name ↑↓				
External Identities	No results.				
2 Roles and administrators					
Administrative units					
Delegated admin partners					
Enterprise applications					
Devices					
App registrations					
Identity Governance					

Give a name and select a Supported Account Type.

Choose at Redirect URI "Web" and enter the URL, which is shown at SETTINGS→Domains→ADD or MODIFY.

The redirect URIs can also be edited later in Azure Management Portal (Entra ID App \rightarrow Manage \rightarrow Authentication \rightarrow Web Redirect URIs)

The URI format for user portal is (replace XXXX-YYYY with your Cloud-UID): https://userportal-XXXX-YYY.e-follow.cloud/?page=self_enrollment_callback



After creating the App you will find your Tenant ID and the Application (client) ID.



Select "certificates and secrets" on the left and click on "New client secret"

Enter a Description and an expiration date

Microsoft Azure			𝒫 Search resources, serv	
Home > Control Systems GmbH & Co. KG App registrations > e-F-App				
e-F-App Certifi	cates	s & secrets 👒 …		
earch	~	🛜 Got feedback?		
verview				
uickstart		Credentials enable confidential applications to i scheme). For a higher level of assurance, we rec		
ntegration assistant		,,,,,		
ge		 Application registration certificates secrets 	and federated credentials can	
randing & properties		• • • • • • • • • • • • • • • • • • •		
uthentication		Certificates (0) Client secrets (5) Fee	derated credentials (0)	
ertificates & secrets				
oken configuration		A secret string that the application uses to pro	ive its identity when request	
PI permissions		+ New client secret		
	e > Control Systems GmbH & e-F-App Certific earch verview uickstart itegration assistant ge randing & properties uthentication ertificates & secrets oken configuration	e > Control Systems GmbH & Co. KG e-F-App Certificates earch « verview uickstart tegration assistant ge randing & properties uthentication ertificates & secrets oken configuration	e > Control Systems GmbH & Co. KG App registrations > e-F-App e-F-App Certificates & secrets * ··· earch ··· earch ··· earch ··· (*) Got feedback? verview uickstart tegration assistant ge randing & properties uthentication ertificates & secrets oken configuration Certificates (0) Client secrets (5) Feedback A secret string that the application uses to provide the application use to provide the application uses to provide the application use to provide the applic	

```
..and click "Add"
```

Copy the value of the client secret that you just added.



Attention

This is only shown once here. If you forget it, you can create another one

The Secret Key will expire after a certain time. Be sure to recreate it regulary or some feature of the Microsoft Entra ID (Azure Active Directory) like synchronization will fail.

Permissions:

- Remove User.Read permission
- Add Delegated permissions:
 - △ profile (View users' basic profile)
 - △ offline_access



Then click +Add a permission

\equiv Microsoft Azure	D Search resources, services, and docs (G+/)			
Home > Control Systems GmbH & Co. KG App registrations > e-FOLLOW Self-Enrollment@VI				
	f-Enrollment@VI API permissions 👒 🐇			
₽ Search	« \circlearrowright Refresh \swarrow Got feedback?			
Overview				
🍊 Quickstart	The "Admin consent required" column shows the default value for	r an o		
🚀 Integration assistant	your organization, or in organizations where this app will be used			
Manage	Configured permissions			
🔤 Branding & properties	Applications are authorized to call APIs when they are granted perm	nissio		
Authentication	all the permissions the application needs. Learn more about permiss	sions		
📍 Certificates & secrets	$+$ Add a permission \checkmark Grant admin consent for Control System	ems (
Token configuration	API / Permissions name Type Description			
API permissions	No permissions added			

Then select "Microsoft Graph"

E Microsoft Azure	𝒫 Search resources,	services, and docs (G+/) 🔊 🕞 🕞 🖓 🔅 🕐 📈 ingo.pfeiffer@cont
Home > Control Systems Gmb		Request API permissions
Search Overview Ouickstart	K C Ri	Select an API Microsoft APIs APIs my organization uses My APIs Commonly used Microsoft APIs APIs
Manage	Confic	Microsoft Graph Take advantage of the tremendous amount of data in Office 365, Enterprise Mobility + Security, and Windows 10. Access Microsoft Entra ID, Excel, Intune, Outlook/Exchange, OneDrive, OneNote, SharePoint, Planner, and more
Branding & propertiesAuthentication	Applica permiss	through a single endpoint.

And then select delegated permissions



e-FOLLOW.cloud will only see this information about users (see screenshot below)

tte ht	https://graph.microsoft.com/oidc/userinfo				
GET	v https://graph.microsoft.com/oidc/userinfo				
Params	Authorization • Headers (8) Body Pre-request Script Tests Settings				
nor	e 🔵 form-data 🔵 x-www-form-urlencoded 🔵 raw 🔵 binary 🔵 GraphQL				
Body C	ookies Headers (9) Test Results				
Pretty	Raw Preview Visualize JSON V 📅				
1	E Contraction of the second seco				
2	"sub": "mzKUN9qc9H4poMjo0ZgQmycaNrWqPUr48d5s5T4uVvE",				
3	"name": "Denis Staritin",				
4	"family_name": "Staritin",				
5	"given_name": "Denis",				
6	"picture": " <u>https://graph.microsoft.com/v1.0/me/photo/\$value</u> ",				
7	"email": "denis.staritin@control-systems.de"				
8	B				

In Azure portal there is a possibility to track account logins.

Therefore click in your Microsoft Azure portal on Microsoft Entra ID→Enterprise applications. Then select your created App in the list. At Activity you can then see the Sign-in logs:

\equiv Microsoft Azure	,P Search resources, services, and docs (G+/)			
Home > Control Systems GmbH & Co. KG Enterprise applications > Enterprise applications All applications > e-FOLLOW App				
	n-in logs 🖈 …			
«	👱 Download 🗸 🛞 Export Data Settings 💥 Troubleshoot 🖒 Refresh 🛛 🎫 Columns 🛛 🖗 Got feedback?			
 Overview Deployment Plan 	(Want to switch back to the default sign-ins experience? Click here to leave the preview. $ ightarrow$			
 Diagnose and solve problems 				
	Date : Last 7 days Show dates as : Local Application contains 7c3378a4-f80e-4acf-870c-0b6d3fa8b93e			
Manage	User sign-ins (interactive) User sign-ins (non-interactive) Service principal sign-ins Managed identity sign-ins			
Properties	Date ↑↓ Request ID ↑↓ User ↑↓ Application ↑↓ Status	IP address		
Owners Roles and administrators	9/6/2023, 1:25:49 PM db23ff1d-f588-42e3-b8f5-f Denis Staritin e-FOLLOW App Success	2.207.230.34		
Users and groups				
 Single sign-on 				
Provisioning				
Application proxy				
Self-service				
Custom security attributes				
Security				
🍨 Conditional Access				
🖧 Permissions				
🟮 Token encryption				
Activity				
Sign-in logs				
🖬 Usage & insights				
Audit logs				

You can also filter users which can perform self-enrollment. Therefore select Microsoft Entra ID \rightarrow Enterprise applications.Then select your created App in the list. Then select Conditional Access and create a new policy.

■ Microsoft Azure		${\cal P}$ Search resources, services, and docs (G+/)
Home > e-F-App		
e-F-App Conditio	onal Access	
Overview	How policy How policy from templa	ate $\overline{\uparrow}$ Upload policy file \bigcirc What if \Box
Deployment Plan	What is Conditional Access?	
🗙 Diagnose and solve problems	Conditional Access gives you the ability to enfo	orce access requirements when specific conditions of
Manage		
Properties	Conditions	Controls
찬 Owners	When any user is outside the company netwo	ork They're required to sign in with r
& Roles and administrators	When users in the 'Managers' group sign-in	They are required be on an Intui
Users and groups		, i
Single sign-on	Get Started	
Provisioning	1. Create your first policy by clicking "+ Cr	eate new policy"
Application proxy	 Specify policy Conditions and Controls When you are done, don't forget to Ena 	ble policy and Create
Self-service		
Custom security attributes	Interested in common scenarios?	
Security		
🍨 Conditional Access		
■ Microsoft Azure	urces, services, and docs (G+/)	示
Home > Control Systems GmbH & Co. KG E	interprise applications > Enterprise applications All applic	
Block Login		
Conditional Access policy		
Control access based on Conditional Access policy to bring signals together, to make decisions, and enforce organizational policies. Learn more	Control access based on who the policy will apply to, such as users and groups, workload identities, directory roles, or external guests. Learn more	
Name *	Include Exclude	
Block Login 🗸	O None	
Assignments	All users	
Users ① Specific users included	 Select users and groups Guest or external users ① 	
Target resources ①	Directory roles ①	
1 app included	Users and groups	
Conditions ①	Select	
0 conditions selected	1 user	
Access controls	Test Deactivate	
Grant ① Block access	test_deactivate@control-syste	
Session ①		
0 controls selected		
Enable policy		
Report-only On Off		
Report-only On Off		

9.1.7.2 Configuring e-FOLLOW.cloud domain Microsoft Entra ID (Azure Active Directory) synchronization with User self-enrollment

Click to ADD – Microsoft Entra ID (Azure Active Directory). Enable User self-enrollment.

Name			*
Tenant ID			*
Client ID			*
Client Secret			*
@Domain (will be added to the user	name at printing at login if not present)	@your-azure-ad-domain-name.com	*
User self-enrollment ?			
Microsoft Login ?			
Redirect URIs for Entra ID	app, when User self-enrollment or Micro	osoft Login is used:	
User portal:	https://userportal-cs-test.tes	st.e-follow.cloud/?page=self_enrollment_call	back
Management:	https://management-cs-test.tes	st.e-follow.cloud/?page=microsoft_login_call	back
		[Cancel] add	

Name	Enter a name of your choice for the directory service
Tenant ID	Enter the Tenant ID of your AAD
Client ID	Enter the Client ID of the service you just created
Client Secret	Enter the Client Secret for the service you just created
@domain	To simplify the login, this domain-addon will be added automatically to
	the username at login, so the users do not necessarily need to enter their
	full login name. E.g.: @control-systems.de
User self-enrollment	Switch on User self-enrollment
Microsoft Login	This option enables the Microsoft Login for this domain. As "Sign in with
	Microsoft" button will be then available at the Management and User
	Portal login page.
	At SETTINGS→General and SETTINGS→User portal & User tools you
	can choose to allow only Microsoft Login.
Redirect URI for User	The Redirect URI for the login page of the User Portal. This URI will be
portal	used for User self-enrollment and Microsoft Login.
	Enter it at your Entra ID App \rightarrow Manage \rightarrow Authentication \rightarrow Web
	Redirect URIs. See screenshot below.
Redirect URI for	The Redirect URI for the login page of the Management. This URI will be
Management	used only for Microsoft Login.
	Enter it at your Entra ID App \rightarrow Manage \rightarrow Authentication \rightarrow Web
	Redirect URIs. See screenshot below.

Redirect URIs example for User self-enrollment and Microsoft Login.

■ Microsoft Azure	∠ Search resources, services, and docs (G+/)
Home > e-F-App	
∋ e-F-App Authentic	ation 🖈 …
	🖗 Got feedback?
👯 Overview	
🗳 Quickstart	Platform configurations
💉 Integration assistant	Depending on the platform or device this application is targeting, additional configuration may be required such as
🗙 Diagnose and solve problems	redirect URIs, specific authentication settings, or fields specific to the platform.
∨ Manage	+ Add a platform
冒 Branding & properties	
Authentication	Web Quickstart Docs 🖓 🣋
📍 Certificates & secrets	Redirect URIs
Token configuration	The URIs we will accept as destinations when returning authentication responses (tokens) after successfully authenticating or signing out users. The redirect URI you send in the request to the login server should match one listed here. Also referred to as reply URLs. Learn more about Redirect URIs and their
➔ API permissions	restrictions @
📤 Expose an API	https://userportal-cs-test.e-follow.cloud/?page=self_enrollment_callback
App roles	https://management-cs-test.e-follow.cloud/?page=microsoft_login_callback
🐣 Owners	Add URI
8 Roles and administrators	

9.1.7.3 Domain - REMOVE

This will allow to remove a domain from e-FOLLOW.cloud.

Attention

When removing a domain all users, user settings and the jobs pending for these users will be deleted accordingly.

9.1.7.4 Domains – User import

Here the synchronization options are configured.

User import	1	CSAAD (Microsoft Entra ID)			
User Import		Name: Control Systems GmbH & Co. KG	(CSAAD)		
Attribute names / Test		Order (with resulting descript)		_	
Default user		Order (with multiple domains)			1
Projects		Group filter (if at least one group is set only users from that groups will be imported)	Entwicklung All Company		
Quotas				[+]	[-]
		Ignore disabled AD user accounts			
		Ignore guest user accounts			
		Replace internal users			
		Delete unknown users - else they 👔			
		Generate random PIN			
		PIN length			5
		Send PIN by email to user			

Group filter	This allows you to import users only from specific Groups. Click to [+] to select a Group from your AAD .	Add group filter X Add additional filter: control-systems.de [Cancel] Add
Ignore disabled AD accounts	If enabled, accounts that are disabl imported to the e-FOLLOW.cloud d	
Ignore guest user accounts	If enabled, only 'Member' type user imported/synchronized to the e-FO	
Replace internal users	If enabled, internal users will be rep case of identical user names (Login	,
Delete unknown users	Domain users that are present in th will be removed if the correspondin Directory does not exist anymore.	
Generate random PIN	If enabled this will assign a random	PIN to each user account
PIN length	Defines the number of digits for new	w PINs
Send PIN by email to user	Each user will receive an email con	taining the new PIN

9.1.7.5 Domains - Attribute names

The database fields in e-FOLLOW.cloud are retrieved from specific attributes. By default, the attribute names are set to common values. Here you can change/ add the attribute names holding the data for the specific database fields.

User import		Test (Microsoft Entra ID)	
		Name: Control Systems GmbH & Co. KG (test_for_i	taly)
Attribute names / Test		Display name:	displayName
Default user		Alias:	displayName
Projects		Limit and shorten alias to allowed characters for windows login:	
Quotas		Remove existing aliases before Import:	
		Email address:	mail
		Home directory:	homeDirectory
		Custom home directory Will be used if no home directory is found. (Wildcard for username is ::username):	
	I	Department:	department
		Card ID:	
		Login-PIN:	
		Test	
		Username / ID:	
		Password (optional):	[Test]
			[Reset Entra ID Token]
			[Check Entra ID Token]
	-		



The Alias field is mandatory and essential for assigning print jobs. Therefore the Alias must be changed to fit to the Windows login name (Limit and shorten alias to allowed characters for windows login).



The **'custom home directory'** can be used to define a user's homeDirectory even if it can't be retrieved from the directory service. Enter the SERVER & PATH and if required "::username" as a wildcard for the user login name (sAMAccountName)

For Entra ID authentication, a token is used. If the Entra ID configuration changes (e.g., permissions), you can press [Reset Entra ID Token] to obtain a new one. You can also press [Check Entra ID Token] to view the assigned permissions and the token's expiration time (the token is automatically renewed).

9.1.7.6 Domains - Default user

Here you can define the user settings for newly imported users from this domain.

User import			KO (00110)	
Attribute names / Test	Na	ame: Control Systems GmbH & Co	. KG (CSAAD)	
Attribute names / Test	A	Activated		
Default user				
Projects	Д	Accounting	Log	~
Quotas	P	Popup profile	None	~
	F	Print settings		
		Print all jobs immediately after login ("Quickprint")		
		Notify user if "QuickPrint" failed		
		Keep print jobs after printing for reprint		
		Show "Keep print jobs" option in job list		
		Show print and keep button		
		Force duplex printing		
		Enable duplex printing by default		
		Enable simplex printing by default		
		Force mono printing		
		Enable black & white printing by default		
		Force erasable 🕜		
		Do not print if the		

Activated	New users can be imported in 'deactivated' mode. In this case they cannot print or login to any device.
Accounting	Select the accounting mode for new users. Depending the selected mode Quota setting are getting active.
Popup profile	Select a popup profile for new users
Print settings	Select the print settings for new users
Automatic deletion of jobs	This defines the treatment of jobs that have already been selected for printing in case of an error, user log out or user login. This will ensure that documents will only be retrieved by the authorized user.

Select the default user settings for **Projects**

User import	CSAAD (Microsoft Entra ID)	
User Import	Name: Control Systems GmbH & Co. KG (CSAAD)	
Attribute names / Test	Enable project selection	
Default user	Projects are mandatory	
Projects	Skip blank project list	
Quotas	Allow manual entry of project names	
	Allow manual entry of sub-project names	
	Add manually entered projects to project list	

i

The Default User – Quotas options only gets available if the accounting mode for the default user is set to 'Quotas'.

United	CSAAD (Microsoft	Entra ID)	
User import	Name: Control Syst	tems GmbH & Co. KG (CSAAD)	
Attribute names / Test		~	
Default user	Total quota:		Pages
Derdare aser	Color quota:		250 Pages
Projects	Print quota:		Pages
Quotas	Copy quota:		Pages
	Scan quota:		Pages
	Fax quota:		Pages

9.2 DEVICES

The devices menu contains all data and settings related to printing hardware (Toshiba e-BRIDGE Next and e-BRIDGE eSF devices) and the settings for mobile printing.

9.2.1 Virtual IPP-Queues

A virtual IPP-Queue in e-FOLLOW.cloud is used to receive print jobs from Client PCs or mobile devices and store these jobs for a later release.

There is No hardware (printer or MFP) assigned to a virtual queue.

If a client is printing to a virtual IPP-Queue

- △ The print jobs are held in e-FOLLOW.cloud internal spooling system
- The spool files are transferred and stored encrypted
- △ Jobs can be released at any MFP

This icon indicates a **virtual IPP queue** in e-FOLLOW.cloud

9.2.1.1 Adding virtual IPP-Queues

To add a virtual IPP queue simply enter a name for the queue. The URL prefix is fix and cannot be changed.

Add IPP queue	×
Queue name: VIPP	
[Cancel] add	5

[1] Clicking to [IPP URLs] will show the IPPS URL for this virtual queue.

Jeue	Auto-delete jobs that have not been printed after 14 days	~
e-follow.cloud (3 Jobs)	SELECT REFRESH: ON FILTER: OFF MODI	FY
IPP URLs for selected	d queue	×
		5:14
External IPPS URL h	ttps://ipp-cs-test.test.e-follow.cloud:443/e-follow.cloud [copy u	יי ן [2] :10
-		5:10

Share the full URL **[2]** to the users so they can create an IPP port on their clients that points to this e-FOLLOW.cloud virtual IPP queue.



Make sure the *Internet printing client* is installed on the client PC. Else users cannot connect to the URL.

For Windows clients e-FOLLOW.cloud provides a convinient **IppInstaller** that allows users to simply install the IPP printer on their client – or Administrators to roll out the IPP printer to all clients.

9.2.1.2 Virtual queue properties

Virtual queues in e-FOLLOW.cloud are used to perform 'pull printing' or 'secure print release'. So instead of forwarding the job to the destination printer e-FOLLOW.cloud moves the jobs to an internal spooler and keeps the jobs until they are

- released by a user, or
- deleted due to a rule, by the user himself or by the administrator



The **Auto-delete** option will remove jobs that have not been released after the time defined by the administrator.

The virtual queue view shows all jobs that are currently spooled. Clicking to the job's row will show it's details.

Document name	Microsoft Word - e-FOLLOW.cloud-Operator Manual EN 5.5.0.docx
	NBG00001
	Ingo Pfeiffer (ingo.pfeiffer@control-systems.de)
Associated project	
Paper-size	
Pages	189
Monochrome / color	8 / 181
Copies	1
Color job	yes (AUTO)
Duplex	yes (DuplexBook)
File size	30,323,387 bytes
PopUp state	None
Print Job Language (PJL)	PCLXL
Printer driver	TOSHIBA V4 Printer
IPPS	Yes
Encrypted	Yes
Created by	Windows Spooler
Sent from '\\10.240.0.146' o	n 11/16/2023 at 12:02:16 PM
	ок

The **REFRESH** option will update the list every 10 seconds if enabled.

Use **FILTER** to only show jobs of one or multiple user/s.

9.2.1.3 Virtual Queue Drawer and paper preconfiguration

e-follow.cloud	Auto-delete jobs that have		
(3 Jobs)	SELECT REFRESH	: ON FILTER: OFF	MODIFY
💊 ipp_cs_test			
Drawer and paper preconfiguration			
These preconfigurations are only valid for	or print jobs created using L	Icar Dortal Email Drint	ing or Mobile Printing
These preconfigurations cannot be chan	ged for print jobs printed us	ing IPP.	ing, or Hobile Frinting
For IPP print jobs, please use the IppIns	staller with the printer prope	erties.	
		v -11	
Print settings for printing at Toshib	a MFPS via the e-FULLOV		
Drawer		drawer3	~
Paper size		a3	~
Paper type		transparency	~
Scaling type		fill	~
Scaling type			
Settings for converting images to P	DE print jobs		
		A4	~
Standard paper size for converting ima	yes		

Virtual Queues can be used to receive print jobs by User Portal, Email Print or Mobile Print.

For these jobs the **drawer**, **paper size**, **paper type** and **scaling type** settings can be changed at printing by the e-FOLLOW cloud App.

In order to enable the user to print on specific drawers or with special settings, you can create several virtual queues with appropriate names.

If the user uploads images to a Virtual Queue it will be converted to a PDF print job. With the **setting for converting images to PDF print jobs** it can determined which paper format will be used for the PDF print job.

General notes for Virtual Queues:



In case the PopUp status is different from 'None' or 'Closed' the job cannot be released because e-FOLLOW.cloud is waiting for the client PopUp to be confirmed.

Q Search queue	Virtual IPP queue [IPP URLs] [Drawer and paper preconfiguration] Auto-delete jobs that have not been printed after 24 hours
D pp (12 Jobs)	SELECT REFRESH: ON FILTER: OFF MODIFY
	Name \Leftrightarrow User \Leftrightarrow Pages Move to queue
	✓ Testseite ip Change user …
	✓ Testseite ip
	Testseite ip

If you have selected one or multiple print job/s, the MODIFY option gets available. You can now

- \bigcirc move the selected jobs to another virtual queue
- △ change the user (job owner) for the selected print jobs
- \bigcirc delete the selected print jobs

9.2.2 Toshiba

This menu shows the list of all Toshiba e-BRIDGE Next devices.



Add Toshiba devices here for secure print release or for pull printing from a central virtual queue and / or if you want to track– and control user activities for copying, scanning and faxing.

			æ⊂ Log	gout
er FOLLOW	ADD SELECT MAN	NAGE	MODIFY	
MANAGEMENT User list Departments Permissions Projects Domains DEVICES Virtual Queues Toshiba Toshiba eSF Mobile print REPORT Reports SETTINGS General User portal & User tools Dashboard Schedules Rules Reader profiles	Q. Search device 103 CRLH59919 I12 CFLE02008 116 CSCP40979		116 (CSCP40979) General (TOSHIBA e- STUDIO2525AC) Activated : Image: CSCP40979 Description: 116 [change] Name for reports: Image: CSCP40979 Description: 116 [change] Location: [change] Location: [change] App version: 2.4.0 Last login: 5/23/2024 2:58:59 PM (Workflow-Id: 189) Log Data Privacy Image: Store Virtual queues: Chrome_ipp client_test Drawer1 [Primissions] [Mutoconfig settings] [Permissions] Card login EWB settings Ymage: Store Print settings Ymage: Store Consumables Ymage: Store	
Version: 5.6.0 RC07	Page: 1 ¥			

9.2.2.1 ADD Toshiba device

-	
	•
	_

By default, Toshiba devices add themselves to the list after the embedded Application has properly been installed and started on the MFP.

Any way you can add devices manually (e.g. to prepare a customer setup and apply specific configuration)

To add a new e-BRIDGE Next device to the list click to **ADD**.

Enter the **serial number** and a unique name for report for the device

Select a virtual queue(s) for pull printing.

You can add a description to easily identify the device in the device list.

Select the Display mode – dark or bright

		×								
	Name for report: 103_a * Name for reports has to be unique. With each change, all records for the reports are also changed.									
 ✓ efollow-cs-test-0\e-follow.cloud ✓ efollow-cs-test-0\ipp_cs_test 										
[Select all] [Cancel sele	ection]	_								
Description:										
Display mode (only e- BRIDGE Next):	Display mode (only e-									
	add									

9.2.2.2 Edit Toshiba e-BRIDGE X/Next device

To edit the settings for a Toshiba device click to the corresponding row in the device list.

Q Se	arch device	▼ ↓AZ	116 (CSCP40979)		=
	103 CNLH59919	Δ	General		^
	112 CFLE02008	Δ		(TOSHIBA e- STUDIO2525AC)	
	116 CSCP40979		Activated :		
	CFFG33116	Δ	Serial number:	CSCP40979	
	CFFG33116	-	Description:	116 [cł	ange]
			Name for reports: ?	eS116@dev [ch	ange] [3]
			Location:	ſcł	angel
			Sender email:	[cł	ange] [4]
			App version:	2.4.0	
			Last login:	10/16/2024 10:49:16 AM	
		1	Locked until:		
			Last transaction:	10/16/2024 10:50:53 AM (Workflow 376)	v-Id:
			Log Data Privacy 🕜 Setting:	Store	[2]
			Virtual queues:	chrome_ipp client_test Drawer1	[1]
				[+]	[-]

9.2.2.2.1 General Settings

The settings in the General-Tab allow modifying the description and the virtual queue settings.

[1] Virtual queues:

Here you can add / remove virtual queues for that device.

When a user is logging in to that MFP e-FOLLOW.cloud will check these virtual queues for print jobs for that user and add them to the print release list.

C-FOLLOW									
Welcome Ulrich Maier! Balance: 49.75 €							Total:		
				A					<u>ନ</u> ୍ଦ
Microsoft Word - e-FOLLOW-Operator_Manual_EN_	1.3.docx	 	2020-0	01-08	4	0.04 C	-		
Microsoft Word - 891AF27A.tmp			2020-0	01-16		0.01 C			8 m
Microsoft Word - 891AF27A.tmp			2020-0	01-16		0.01 E	6		
ZRH-P1-1522551 (2			2020-0	01-17		0.02 E	2		1 2
Microsoft Word - Control-Systems-Firewall.docx			2020-0	01-20		0.13 C	2		
Testseite			2020-0	01-20		0.01 E	2		11
									/ //
									\Rightarrow
Select all Delete		_	rint all						1 3
Select all									
							jab Si	iitus 🕞	

[2] Log Data Privacy Setting

Here you can see the setting, which was set by the auto configuration (Settings \rightarrow General \rightarrow Auto configuration). It controlls if job data from the MFP should be stored for accounting or not. Beside from this there are additional settings at Settings \rightarrow General \rightarrow Data protection.

• Store

Job accounting is enabled for e-BRIDGE devices.

Not to Store
 No job accounting for e-BRIDGE devices.

[3] Name for Report

Unique device name for all job records for reporting. When the **Name for reports** is changed, all records are automatically updated.

[4] Sender email

Has priority over the email address of the user. Is requested by the MFP at login.



Hint

Checking the **Last Login / Last transaction** entries shows if the app and the subscriptions are working properly.

9.2.2.2.2 Quotas

e-FOLLOW.cloud allows to control the usage of devices by setting quotas for color, prints, copies, scans and faxes.

Quotas are only checked at user login at the MFP. They are not used to interupt jobs. Therefore it is possible for users to have negative quotas.

103 CNLH59919	General	×
112 CFLE02008	Quotas	^
□ 116 CSCP40979	Use quotas 🍞	•
	Total quota:	Pages
	Color quota:	500 Pages
	Print quota:	Pages
	Copy quota:	Pages
	Scan quota:	Pages
	Fax quota:	Pages
	Card login	×]

To enable device quotas, check the "Use quotas" button.

You now can individually enable the different quotas and enter the appropriate page numbers. Quotas that are unchecked allow unlimited use.



Attention

Quotas can also be set for Departments and Users. So it might happen that even if the user still has e.g. color quota available he can't do color prints or copies if the color quota of his department or the color quota of the device is used up.

Quotas are only checked at user login at the MFP. They are not used to interupt jobs. Therefore it is possible for users to have negative quotas.

9.2.2.2.3 Card login

Here you can modify the settings that are related to card reader usage.

Card reader profile:

reader profiles are used to convert the strings read from a card. Reader Profiles can be created in -> SETTINGS -> Reader profiles

Card login	
Card reader profile	8char 💙
Allow card self assignment	
Show unknown card IDs on the panel	
Allow card self assignment after login	
Show PIN field first	

Show unknown card IDs on panel:

this defines if the IDs of unknown cards are shown in clear on the device panel.

Allow card self-association:

if enabled this function will allow users to assign unknown card IDs to their account by entering their user credentials (username & password)

Allow card self-association after login

This will enable the option to self-associate a card from the Selection screen or print job list after the user has logged in.

Show PIN filed first

If enabled the user will be prompted with the PIN-Authentication first (instead of username & password) when associating a new card to his account.

9.2.2.2.4 EWB settings

Here you can modify the EWB appearance.

EWB mode	e-BRIDGE N (1024x600
Display mode (only e-BRIDGE Next)	dark 🗸

EWB mode

Here you can check in which mode the websites for the device EWB is displayed.

Display mode

For e-BRIDGE Next device the display mode of the e-FOLLOW.cloud application can be switched between dark-mode (default) and bright-mode.

	Reload	•	Back	•	l	Logout ,	bri	ght-n	node			
Welcome Ulrich Maier! Balance: €13.97					То	tal: €0.00						
Document name	Date 🔶	User	Pages	Cost	Detail							
Microsoft Word - e-FOLLOW-Operator_Manu-	2022-02-08	um	2	€0.00	<u>*</u>							
*Unbenannt - Editor	2022-01-25	um	1	€0.00	<u></u>	1						
						1						
e.Fo			Info		T	Reload	١.	Back	Þ	Log	out	
	me Ulrich N	/aier!		-						-	:€0.00	
Select all Delete Balanc	e: €13.97											dark-mode
	ent name					Date 会	User	Pages	Cost	Details		
Microso	oft Word - e	-FOLLO\	N-Opei	rator_Ma		10:42:56			€0.00			
*Unben	annt - Edito	or				2022-01-25	um	1	€0.00	<u>^</u>	1	
											Т	
Selec	t all	Del	ete					Print		Pr	int	

9.2.2.2.5 Print settings

The settings in this section will have impact on the handling and release of print jobs.

QuickPrint:

If this function is enabled all print jobs of the user (also TeamPrint jobs) will be sent to the device immediately after login.

Attention

Users are not able to individually select jobs for printing when QuickPrint is enabled.

Notify user if QuickPrint fails:

In case one or more jobs could not be printed - e.g. due to missing permission or quota - the user will be notified by email.

Keep print jobs after printing for reprint:

Print settings	^
Note: The priority of the print settings is User->Department->Device	
Print all jobs immediately after login ("QuickPrint") 🍞	
Notify user if "QuickPrint" failed	
Keep print jobs after printing for reprint	
Show "Keep print jobs" option in job list	
Show print and keep button	
Force duplex printing	
Enable duplex printing by default	
Enable simplex printing by default	
Force black & white printing	
Enable black & white printing by default	
Hide color jobs if no color rights	
Show staple (Top left, 2 staples left). (Is set automatically)	

If enabled print jobs will not be deleted after printing. They will be kept in the virtual queue so they can be reprinted at a later time.

Show "Keep print jobs" option in job list:

If this option is enabled, the user can select for each job if it shall be kept for reprinting or immediately deleted after printing. A flag in the job list is accessible for each job.

Show print and keep button

If this option is enabled an additional print & keep button will be shown below the print job list. Releasing jobs by pressing this button will force the keep job for reprint option – independent of the individual print job settings.

Force duplex printing / black & white printing / erasable blue printing:

These options allow the administrator to force printing of each job in duplex and/or black & white / erasable blue.



Attention

If enabled it is impossible for users to print documents in simplex mode or in color on this device.

Enable duplex / simplex / black & white printing by default

In case the Force duplex, Force black & white is set to off, you can configure if as default these settings (duplex, simplex, b&w / erasable blue) are enabled when the user is logging in. In contrast to the "Force" -settings, these can be changed by the users.

Show staple

When the device is equipped with a staple unit, stapling options (top left & 2 staples left) are added to the job details settings in EWB.



This is only an information and cannot be switched on/off. If none of the options is selected in job details, the original stapling settings as set via printer driver are valid.

Hide color jobs if no color rights

If enabled, color jobs will not appear in the job list if the user has no permission to print color on this device. Else color jobs will be printed in BW.

9.2.2.2.6 Consumables

Consumables			^		
Last update:	26.10.2015 10:41:20				
Toner levels					
Yellow		100%			
Magenta		100%	a	1	
Cyan		100%	Consumables		4
Black		100%	Last update:	13.11.2015 13:57:09	
Paper drawe	rs		Toner levels		
Drawer 1		25%	Yellow) 78%
Drawer 2		25%	Magenta		79%
Drawer 3		25%	Cyan		77%
Drawer 4		100%	Black		68%
			Paper drawers	s	
			Drawer 1		25%
			Drawer 2		50%

Here you can see the status of the device's toner and paper level.

9.2.2.3 MANAGE Toshiba devices

When selecting one or multiple Toshiba devices the MANAGE option gets available.

ADD	SELECT	MANAGE	MODIFY	
Q. Search device		Delete selected devices		
	NI H50010		X CNI H50010	

You now have the possibility to

 \bigcirc remove the selected devices from the list

9.2.2.4 MODIFY Toshiba devices

When selecting one or multiple Toshiba devices the **MODIFY** option gets available. These options are very helpful to perform modifications for multiple devices in one single step.

Change queues

You now have the possibility to assign virtual queues to the selected devices or to remove all assigned virtual queues from the selected devices.

Assign	virtual	queues
--------	---------	--------

This option allows assigning one or multiple virtual queue/s to the selected Toshiba devices in one step.



	eueus for 2selected devices nents will be replaced)	5
undefin	ed\Virtual Queue	~
DEV8_5	SO.firma.intra\Virtual Queue	
		Ŧ
[Select all]	[Cancel selection]	

This option will remove all assigned virtual queues from the selected Toshiba devices.

Remove assigned virtual queues

 Remove assignment of queues
 *

 Are you sure to remove the assignment of virtual queues form the selected device?

 [Cancel]



Attention

Make sure to assign at least one virtual queue to each Toshiba device. Else it will not be possible to release print jobs.

ADD

Q Search device..

103 CNLH59919

□ 112 *CFLE02008* **○** 116 *CSCP40979*

SELECT

MANAGE

▼ (LAZ)

MODIFY

Change queues

Change card settings

Change EWB settings

Change print settings

Set quotas

Set quotas

Here you can set quotas for the selected Toshiba devices. If you do not wish to use quotas for a certain function - e.g. faxing, scanning - you can disable the use of quotas by clicking to [disable].

This will make the selected function 'unlimited'.



Change settings

do not change 🗸

do not change 🗸

This is a powerful method to change the settings for multiple Toshiba devices.

You have quick access to all settings as per individual device

- Card login settings
- EWB settings
- Print settings

Generally, the pull downs offer three options:

- do not change the current status keeps valid
- enable enables the function
- disable disables the function

Change device settings	×
Change settings for the selected device	
Display mode (only e-BRIDGE Next) do not change 💙	
[Cancel] save	

	[Cancel]	save	
Change devic	o cottion		
Change devic	e serrings		×
Change sett	ings for the selected device		
Print all jobs	immediately after login ("QuickPrint")	do not change 🗸	
Notify user if	"QuickPrint" failed	do not change 🗸	
Keep print jol	bs after printing for reprint	do not change 🗸	·]
Show "Keep p	print jobs" option in job list	do not change 🗸	-
Show print ar	nd keep button	do not change 🗸	·]
Force duplex	printing	do not change 🗸	-
Enable duple:	x printing by default	do not change 🗸	-
Enable simple	ex printing by default	do not change 🗸	·]
Force black &	white printing	do not change 🗸	-
Enable black	& white printing by default	do not change 🗸	-
Hide color job	os if no color rights	do not change 🗸	
	[Cancel]	save	

Change settings for the selected device

Show unknown card IDs on panel 🛛 do not change 💙

Card reader profile

Enable card self assignment

9.2.3 Toshiba eSF

This menu shows the list of all Toshiba eSF.

a

Add Toshiba eSF devices here for secure print release or for pull printing from a central virtual queue and / or if you want to track and control user activities for copying, scanning and faxing.

							⊕ ◯ ● 〔	Logout
e-FOLLOW cloud	ADD	SELECT	MANAGE		MODIFY			
MANAGEMENT	Q Sear	ch device	▼ IAZ		(7017821101YKD)			≡
User list					General			
Departments	7	017821101YKD		1	General			
Permissions					Activated :			
Projects					Serial number:	7017821101YKD		
Domains					Description:		[change]	
					Name for reports: (?)	eS448S@dev_neu	[change]	
DEVICES					Location:	034403@dev_ned	[change]	
Virtual Queues Toshiba					Sender email:			
Toshiba eSF							[change]	
					App version:	2.4.10_C		
Mobile print				11	Last login:	10/26/2023 10:47:37 AM		
REPORT					Locked until:			
Reports					Last transaction:	10/26/2023 10:48:14 AM		
hepores					Virtual queues:	chrome_ipp		
SETTINGS						e-follow.cloud ipp		
General							[+] [-]	
User portal & User tools					Anonymous print:			
Dashboard					[Permissions]			
Schedules					Quotas			$\overline{}$
Rules								Ť.
Reader profiles	[«]	[4] [5]	[»]		Card login			
		Page: 1 V			Guest login			
Version: 5.5.0 RC01		i ugci I i			Print settinas			*

9.2.3.1 ADD Toshiba eSF device

By default, Toshiba devices add themselves to the list after the embedded Application has properly be installed and started on the MFP.

Any way you can add devices manually (e.g. to prepare a customer setup and apply specific configuration)	Serial number: Name for report: Name for reports has to be unique. With each change, all records for the reports are also changed.
To add a new Toshiba eSF device to the list click to ADD .	Virtual queues:
Enter the serial number and the name for report of the device.	 efollow-cs-test-0\e-follow.cloud efollow-cs-test-0\ipp_cs_test efollow-cs-test-0\test@123
Select a virtual queue for pull printing. You may add a description for the new device (e.g. place of location).	[Select all] [Cancel selection] Description: add

i

9.2.3.2 Edit Toshiba eSF device

To edit the settings for a Toshiba eSF device click to the corresponding row in the device list.

Q Search device	▼ ↓AZ	(7017821101YKD)		=
7017821101YKD		General		^
		Activated : Serial number: Description:	7017821101YKD	(change)
		Name for reports: ?	eS448S@dev_neu	[change]
		Location:		[change]
		Sender email:		[change]
		App version:	2.4.7_C	
		Last login:	3/14/2023 4:11:21 PM	
	"	Locked until:		
		Last transaction:	12/15/2022 3:46:07 PM	
		Virtual queues:	e-follow.cloud ipp_cs_test	[2]
				[+] [-]
		Anonymous print:		e [3]
		[Permissions]		
[«] [<] [>]	[»]	Quotas		~
Page: 1 💙		Card login		~

9.2.3.2.1 General Settings

The settings in the General-Tab allow modifying the description, name for reports, location, sender email and the virtual queue settings.

[1] Sender email:

Here you can define a sender email-address for this device. If left blank the current user's email address will be set as from-address.

[2] Virtual queues:

Here you can add / remove virtual queues for that device.

[3] Anonymous print:

This option allows printing of jobs that do not have a PJL header referring to the job owner. The printer will see this job as 'anonymous' and therefore cannot be accounted for the real job owner. By default, e-FOLLOW.cloud will deny printing these kind of jobs.



Attention

If you allow Anonymous print the jobs will not be accounted / charged to a user.

[Permissions]

Operator Manual

This leads you to the permission settings page as described above. (see Permissions)

9.2.3.2.2 Quotas

e-FOLLOW.cloud allows to control the usage of devices by setting quotas for color, prints, copies, scans and faxes.

To enable device quotas, check the "Use quotas" button.

You now can individually enable the different quotas and enter the appropriate page numbers. Quotas that are unchecked allow unlimited use.

Quotas	^
Use quotas 🍞	
Total quota:	200 Pages
Color quota:	50 Pages
Print quota:	Pages
Copy quota:	Pages
Scan quota:	Pages
Fax quota:	Pages



Attention

Quotas can also be set for Departments and Users. So it might happen that even if the user still has e.g. color quota available he can't do color prints or copies if the color quota of his department or the color quota of the device is used up.

Quotas are only checked at user login at the MFP. They are not used to interupt jobs. Therefore it is possible for users to have negative quotas.

9.2.3.2.3 Card login

Here you can modify the settings that are related to card reader usage.

Card reader profile:

reader profiles are used to convert the strings read from a card. Reader Profiles can be created in -> SETTINGS -> Reader profiles



Allow card self-association

if enabled this function will allow users to assign unknown card IDs to their account by entering their user credentials (e.g. username & password)

Show unknown card IDs in the panel

If enabled the card ID of a new unknown card is show in clear on the panel during the card selfassociation process. Else the card IDs are starred out.

Show PIN filed first

If enabled the user will be prompted with the PIN-Authentication first (instead of username & password) when associating a new card to his account.

9.2.3.2.4 Guest login

e-FOLLOW.cloud allows users that do not have an account to use the eSF devices. Therefore, a special Guest Login can be enabled.

LOGIN

Free Access

Enable guest login: here you can eneable / disable the guest login option

User for guest login: select a user that is used when a guest is logging in. To assign transaction and apply permission or quotas a specific user must be selected as 'guest user'.

Guest login		^
Enable guest login:		
User for guest login:	а	[change]
Guest screen first:		
Guest button text:	Guest	[change]
[Copy settings to all printers]		

e-FOLLOW

LOGIN

Free Access

It is recommended to create an internal user (e.g. 'guest') that is used when logging in as guest. If required, you can assign individual guest users to each eSF device.

e-FOLLOW

Guest screen first: if enabled a large 'guest button' is shown at the login screen.

If users need/want to login to their account they simply swipe their card or press "LOGIN" to switch to the login screen,

Guest button text: here you can modify the text for the guest button (e.g. Free Access)

[Copy settings to all printers]

Pressing this link will copy the current guest login settings to all Toshiba eSF devices.

9.2.3.2.5 Print settings

The settings in this section will have impact on the handling and release of print jobs.

QuickPrint:

If this function is enabled all print jobs of the user (also TeamPrint jobs) will be sent to the device immediately after login.



Attention

Users are not able to individually select jobs for printing when QuickPrint is enabled.

Notify user if QuickPrint fails:

In case one or more jobs could not be printed – e.g. due to missing permission or quota – the user will be notified by email.

Print settings	^
Note: The priority of the print settings is User->Department->Device	
Print all jobs immediately after login ("QuickPrint") 🍞	
Notify user if "QuickPrint" failed	
Skip blank joblist	
Keep print jobs after printing for reprint	
Show "Keep print jobs" option in job list	
Force duplex printing	
Enable duplex printing by default	
Enable simplex printing by default	
Force black & white printing	
Enable black & white printing by default	
Hide color jobs if no color rights	

Skip blank job list

If enabled, the joblist will not be shown after login if there are not print jobs pending on the server. The user will be directly lead to the device home screen instead.

Keep print jobs after printing for reprint:

If enabled print jobs will not be deleted after printing. They will be kept in the virtual queue so they can be reprinted at a later time.

Show "Keep print jobs" option in job list:

If this option is enabled, the user can select for each job if it shall be kept for reprinting or immediately deleted after printing. A flag in the job list is accessible for each job.

Force duplex printing / black & white printing:

These options allow the administrator to force printing of each job in duplex and/or black & white / erasable blue.

Attention

If enabled it is impossible for users to print documents in simplex mode or in color on this device.

Enable duplex / simplex / black & white printing by default

In case the Force duplex, Force black & white option is set to off, you can configure if as default setting. So Duplex / Simplex / B&W is enabled when the user is logging in. In contrast to the "Force.." setting, this can be changed back to color by the users.

Hide color jobs if no color rights

If enabled, color jobs will not appear in the job list if the user has no permission to print color on this device. Else color jobs will be printed in BW.

9.2.3.2.6 Consumables

Here you can see the status of the device's toner and consumables level.

Consumables		^
Last update:	09.07.2020 11:17:56	
Black		77%
Imaging Unit		94%
Maintenance Kit		100%

9.2.3.3 MANAGE Toshiba eSF devices

When selecting one or multiple Toshiba devices the MANAGE option gets available.

ADD	SELECT	MANAGE	MODIFY	
Q Search device		Delete selected devices		

You now have the possibility to

 \bigcirc remove the selected devices from the list

9.2.3.4 MODIFY Toshiba eSF devices

When selecting one or multiple Toshiba devices the **MODIFY** option gets available. These options are very helpful to perform modifications for multiple devices in one single step.

Change queues

You now have the possibility to assign virtual queues to the selected devices



or to remove all assigned virtual queues from the selected devices.

Assign virtual queues

This option allows assigning one or multiple virtual queue/s to the selected Toshiba devices in one step.



Attention

this action will replace existing assignments of virtual queues.



Remove assigned virtual queues This option will remove all assigned virtual

queues from the selected Toshiba devices.

	Remove assignment of queues	
	Are you sure to remove the assignment of virtual queues from 2 selected devices?	
-	[Cancel] remove	



Attention

Make sure to assign at least one virtual queue to each Toshiba device. Else it will not be possible to release print jobs.

Set quotas

Here you can set quotas for the selected Toshiba devices. If you do not wish to use quotas for a certain function - e.g. faxing, scanning - you can disable the use of quotas by clicking to [disable].

This will make the selected function 'unlimited'.

Quotas are only checked at user login at the MFP. They are not used to interupt jobs. Therefore it is possible for users to have negative quotas.

	×
Set prices for 3 selected deivices	
One color page (small):	0,15 €
One color page (large):	0,29 €
One dual-color page (small):	0,10 €
One dual-color page (large):	0,15 €
One black & white page (small):	0,05 €
One black & white page (large):	€ 80,0
One erasable blue page (small):	0,02 €
One erasable blue page (large):	0,05 €
One scan page in color:	0,03 €
One scan page in black & white:	0,02 €
(Cancel)	save

Modify settings

This is a powerful method to change the settings for multiple Toshiba eSF devices.

You have quick access to all settings as per individual device

- Queue settings
- Quota settings
- Card login settings
- Print settings

Change device settings		×
Change settings for the selected device		
Card reader profile	do not change 🗸	
Show PIN field first	do not change 🗸	
Enable card self assignment	do not change 🖌	
Show unknown card IDs on panel	do not change 🗸	
[Cancel]	save	

Change settings for the selected device

Generally, the pull downs offer three options:

- do not change the current status keeps valid
- enable enables the function
- **disable** disables the function

Set quotas	×		Print all jobs immediately after login ("QuickPrint") Notify user if "QuickPrint" failed	do not change ♥ do not change ♥
Set quotas for the selected device			Skip blank joblist Keep print jobs after printing for reprint	do not change ♥ do not change ♥
Total quota: [disable]	Pages		Show "Keep print jobs" option in job list	do not change 💙
Color quota: [disable] Print quota: [disable] Copy quota: [disable]	Are y	ovirtual queues ou sure to remove the assignment of virtual ing assignments will be replaced)	x queues form the selected device?	do not change 💙 do not change 💙 do not change 💙 do not change 💙
Scan quota: [disable] Fax quota: [disable]	[Don't use qut	efollow-cs-test-0\chrome_ipp efollow-cs-test-0\client_test efollow-cs-test-0\Drawer1 efollow-cs-test-0\Drawer3		do not change 💙 do not change 🂙
[Cancel]	Save	efoliow-cs-test-0/DrawerS efoliow-cs-test-0/DrawerDefault efoliow-cs-test-0/ipp efoliow-cs-test-0/ipp efoliow-cs-test-0/iPP-Oueue ect al] [Cancel selection]		save
			[Cancel] assign	
9.2.3.5 Updating eSF – App

By default, the e-FOLLOW.cloud instance contains the latest eSF-App in \rightarrow Settings \rightarrow General \rightarrow Instructions & Configuration

The current version of the installed App is shown on the login screen.



If the version number does not end with _C (like 2.4.8_C) the app must be renewed by logging out or MFP restart.

To guarantee unrestricted functionality it is mandatory that the latest eSF App version is installed on the devices. If a deprecated version of the e-FOLLOW.cloud eSF App is installed on the MFP the users are not allowed to login.

A corresponding message is shown on the device when trying to login.





In the e-FOLLOW.cloud Event Log you will also find a corresponding Warning.

9.2.4 Mobile print

e-FOLLOW.cloud allows users to send documents for printing via email from any (mobile) device. Most common office file formats, images and PDF are supported.

9.2.4.1 E-Mail printing

E-mail printing is very convenient way to send documents for printing as almost every device with an internet or WLAN connection is capable to send out emails.

			寮 🕥 🕻 Logout
Cloud	ADD REMOVE		
MANAGEMENT	Mail printing		
User list Departments Permissions Projects Domains DEVICES Virtual Queues Toshiba Toshiba eSF Mobile print REPORT	exchange O365 print print_gmail_imap print_gmail_pop3 public_pop Test	Test [change] Enabled Protocol Tenant ID Client ID/App ID User Password Mailbox URI [Test] Last error message	Office 365 V
Reports SETTINGS General User portal & User tools Dashboard Schedules Rules Reader profiles		Print to queue Min. size for images Max. mail size Validation token (?) Additionally print mail text E-mail Notification Send PIN with notification Anonymous printing Enabled	ipp [change]
Version: 5.6.0 RC07			

Therefore, e-FOLLOW.cloud can constantly check one or more email accounts of different type (IMAP, POP3, Exchange or Office 365).

e-FOLLOW.cloud separates the attachments and processes them into a print job. All common file formats are supported.

PDF	PDF
Words:	DOC, DOCX, XML, RTF, HTML, XHTML, MHTML, ODT, XPS, SWF, TXT, EPUB
Cells:	XLS, XLSX, XLSM, XLSB, ODS, CSV
Slides:	PPT, POT, PPS, PPTX, POTX, PPSX, ODP, PPTM
Images:	GIF, JPG, JPEG, PNG, TIFF, TIF, BMP, EMF, EXIF, ICO, ICON, WMF

If Anonymous mode is disabled e-FOLLOW.cloud accepts only emails from known senders. So the sender's email address must be identical to one of the email addresses stored in the user database. If a sender address is unknown the email will not be processed and deleted.

Click to **ADD** to add a new email account to be monitored by e-FOLLOW.cloud.

Enter a name for this account and d select the account type (IMAP, POP3, Exchange or Office 365).

Add new m	ail server configuration	*
Name:		
Protocol:	IMAP 🗸	
	IMAP POP3	
[Cancel]	Exchange Office 365	

Depending the account type you need to enter the account credentials:

exchange 0365 print	Test_IMAP [change] Enabled Protocol User Password	IMAP V
print_gmail_imap print_gmail_pop3 public_pop Test	Password Hostname Port Use SSL [Test] Last error message	imap.googlemail.com 993
Test_IMAP	Print to queue Min. size for images Max. mail size Validation token (?) Additionally print mail text E-mail Notification Send PIN with notification	e-follow.cloud [2] 5 КВ 20 МВ [ТОКЕN]
	Anonymous printing Enabled Use existing user account Create new user (?) PIN Length	

[1] - IMAP/POP3

User	Enter the username for this email account
Password	Enter the password to login to the account
Hostname	Enter the hostname or IP address of the email server
Port	Port number of the server (the default values for IMAP and POP3
	usually work fine)
Use SSL	Enable to connect via secure SSL connection
Last error message	If an error while retrieving email occurs, the error message is shown
	here.

[3] - Exchange

The settings for an exchange account are different from the above.

exchange	exchange [change] Enabled	[3]
0365	Protocol	Exchange 💙
print	User	test
print gmail imap	Password	•••••
niet and and	URL	https://XXXXXXXXXXXXXXXX/EWS/Exchange.asm
print_gmail_pop3	Domain name (FQDN)	csvs.local
public_pop	[Test]	
Test	Last error message	-

User	Enter the username for this email account	
Password	Enter the password to login to the account	
URL	Enter the correct URL for the web access of your Exchange server	
Domain	Enter the name of your exchange's domain	

To determine the correct **URL for the Exchange Web Service** (EWS) of your server you may logon to your exchange server and enter below power-shell command.

Get-WebServicesVirtualDirectory |Select name, *url* | fl

[2] - The following settings determine the processing and routing of the mails.

Print to queue	This is the queue the processed document will be sent to. By default the (first) virtual queue is pre-selected
Min. size for images	This value avoids print out of small images like logos or icons
Max. mail size	As processing of jobs needs some resources the size of emails can be limited.
Validation token	This is a security feature to avoid SPAM. If you enter any string here all emails' subject must begin with this string.
Additionally print text	If enabled not only the attachment will be processed but also the email (body) itself.
E-Mail notification	If enabled the sender will receive a confirmation email with the status of the transmitted job.
Send PIN with notification	If enabled the mail sent will contain the user's login PIN

Changing the output queue from a virtual queue to a direct queue will lead to an immediate printout of the documents.

9.2.4.2 Office 365 (modern Auth.)

e-FOLLOW.cloud supports fetching mails from an Office365 account. The high Office365 security level (modern Auth.) requires some additional configuration.

	0365 [change]	
exchange	Enabled	
0365	Protocol	Office 365 ¥
print	Tenant ID	[1] Andref Constanting and the sufference of
print_gmail_imap	Client ID/App ID	[2] Mar Protein and Strategy
print_gmail_pop3	User	griftcanies) ecolores.de
- His	Password	•••••
public_pop	Mailbox URI	https://outlook.office365.com/EWS/Exchange.as
Test	[Test]	
Test IMAP	Last error message	-

[1] Finding the Tenant-ID

Start the Azure portal and login with an Administrator account. Then select Azure Active Directory in Azure services.

≡	Microsoft Azure	, P Searce	h resources, services, and docs (G+/)				
Hom	ne >						
0	i control-systems.de Overview Azure Active Directory						
0	 ≪ + Add ∨ (③) Manage tenants (☑) What's new □ Preview features Preview						
	Preview features	Overview N	Vonitoring Tutorials				
X I	Diagnose and solve problems		ur tenant				
Man	age	Basic informati	-				
	Users	Basic informati	on				
24 (Groups	Name	control-systems.de	Users	19		
0	External Identities	Tenant ID	10467-2623	Groups	5		
a , 1	Roles and administrators	Primary domain	control-systems.de	Applications	6		
2	Administrative units		Azure AD Free	Devices	16		
	Enterprise applications	License	Azure AD Free	Devices	10		
- -	Devices	Alerts					
щ,	App registrations						
ا ھ	Identity Governance		oming TLS 1.0, 1.1 and 3DES deprecation				
8	Application proxy		e enable support for TLS 1.2 on ts(applications/platform) to avoid any service				
	Custom security attributes (Preview)	impa Learr	ct. n more 🖸				
- 🔒 I	Licenses						

You will find your Tenant-ID in the basic information of your AAD service.

[2] Client ID/App ID

As Office365 does not allow direct access to a user mailbox, a specific client application needs to be defined granting the required permissions.

Create an application in Azure Active Directory

Start the Azure portal (<u>https://portal.azure.com</u>) and sign in with your Microsoft account and select "Azure Active Directory" in Azure services

Select "App registration" on the left

=	Microsoft Azure		ervices, and docs (G+/)				
Hom	Home >						
1	Control-systems.de Overview ···· Azure Active Directory						
00	 ≪ + Add ∨ (Manage tenants What's new □ Preview features Q Q Q Got feedback? ∨ 						
E F	Preview features	Overview Monitoring	Tutorials				
X (Diagnose and solve problems	Search your tenant					
Mana	age	Basic information					
Δ. ι	Users	Basic information					
24 0	Groups	Name	control-systems.de	Users	19		
🌓 E	External Identities	Tenant ID	14/67/2023	Groups	5		
👗 F	Roles and administrators	Primary domain	control-systems.de	Applications	6		
🔊 A	Administrative units	License	Azure AD Free	Devices	16		
👪 E	Enterprise applications	License	Azure AD Free	Devices	10		
	Devices	Alerts					
II , 4	App registrations						
(a) 1	dentity Governance		, 1.1 and 3DES deprecation				
IB 4	Application proxy	Please enable supp clients(applications)	ort for TLS 1.2 on /platform) to avoid any service				
	Custom security attributes (Preview)	impact. Learn more ☑					
🔒 L	Licenses						

Click on "New registration"



Give a name, select a Supported Account Type and click "Register"

≡ Microsoft Azure	$\mathcal P$ Search resources, services, and docs (G+/)	N 🖶 Q 🎯	⑦ R ulrich.maier@control-sy () CONTROL-SYSTEMS_DE (CONTR
All services > control-systems.de >			
Register an application			×
* Name			
The user-facing display name for this applicatio	n (this can be changed later).		
Supported account types			
Who can use this application or access this API?			
 Accounts in this organizational directory or Accounts in any organizational directory (A 			
	iny Azure AD directory - Multitenant) iny Azure AD directory - Multitenant) and personal Microsoft accounts (e.g. Skype, Xbox)		
Personal Microsoft accounts only			
Help me choose			
Redirect URI (optional)			
We'll return the authentication response to this changed later, but a value is required for most a	URI after successfully authenticating the user. Providing this now is optional and it can be authentication scenarios.		
Web 🗸 e.g. htt	tps://example.com/auth		
Register an app you're working on here. Integra	te gallery apps and other apps from outside your organization by adding from Enterprise applications.		
By proceeding, you agree to the Microsoft Platf	orm Policies @*		
Register			

Copy the Application (client) ID, you'll need and enter it to the mobile print account configuration [2].

	, P Search resources, services, and docs (G+/)		🛛 🕞 🖓 🍕)	ulrich.maier@control-sy
All services > control-systems.de >					
👯 e-F-App 🛷 🗠					×
Search (Ctrl+/) «	📋 Delete 🜐 Endpoints 🖼 Preview features				
👯 Overview	f) Got a second? We would love your feedback on Microsoft identity platform (previously Azure AD for develope	r). →			
📣 Quickstart					
🚀 Integration assistant	↑ Essentials				
Manage	Display name : <u>e-F-App</u>	Client credentials	: Add a certificate or secret		
Branding & properties	Application (client) ID : 33a7ef05-f400-4c6c-9aaa-d1a1295c27d7	Redirect URIs	: Add a Redirect URI		
Authentication	Object ID : 118c/306-7e06-4819-9b11-3bd29a4dc36c	Application ID URI	: Add an Application ID URI		
📍 Certificates & secrets	Directory (tenant) ID : 013eb5f2-62e9-4228-a8c2-f41dd67c262a Supported account types : <u>My granization only</u>	Managed application in I	: <u>e-F-App</u>		
Token configuration					
➔ API permissions	Welcome to the new and improved App registrations. Looking to learn how it's changed from App registra	tions (Legacy)? Learn more			×
🗠 Expose an API					X
14 App roles	Starting June 30th, 2020 we will no longer add any new features to Azure Active Directory Authentication L will no longer provide feature updates. Applications will need to be upgraded to Microsoft Authentication	Jbrary (ADAL) and Azure AD Graph. Library (MSAL) and Microsoft Graph	We will continue to provide techn	ical support and se	curity updates but we
A Owners					
Roles and administrators	Get Started Documentation				
Manifest					
Support + Troubleshooting	Build your application with	the Microsoft ide	entity platform		
Troubleshooting	The Microsoft identity platform is an authentication service, open-so				
New support request	standards-based authentication solutions, access and protect	APIs, and add sign-in for your us	ers and customers. Learn more	eQ,	

Select "API permissions" on the left You must add the following permission

☐ EWS.AccessAsUser.All

Therefore click +Add a permission

	, Search resources, services, a	nd docs (G+/)		DE 🖓 🗳	\$ 0 R	ulrich.maier@contro control-systems.de (co	ol-sy 🍈
All services > control-systems.de > e-							
₋ e-F-App API perm	nissions 🖈 …						×
Search (Ctrl+/) «	🕐 Refresh 🔰 🖗 Got feedback?						
R Overview							
 Quickstart Integration assistant 	The "Admin consent required" colu organizations where this app will be	umn shows the default value for an organization. How e used. <u>Learn more</u>	vever, user consent can be customized per permission, user, o	r app. This column may not r	eflect the value in yo	ur organization, or in	×
Manage	Configured permissions						
Branding & properties		when they are granted permissions by users/adr	nins as part of the consent process. The list of configured	d permissions should inclu	de		
Authentication	all the permissions the application need	ds. Learn more about permissions and consent					
📍 Certificates & secrets	+ Add a permission 🗸 Grant ad	min consent for control-systems.de					
III Token configuration	ATT/ Permissions name	Type Description	Admin consent requ Statu	15			
→ API permissions	✓ Microsoft Graph (1)						
C Supercontrol	User.Read	Delegated Sign in and read user profile	No				
App roles							
🎎 Owners	To view and manage permissions and u	iser consent, try Enterprise applications.					
Roles and administrators							
Manifest							
Support + Troubleshooting							
Troubleshooting							
New support request							

Then select "Microsoft Graph"

	∠ Search resources, services, and docs (G+/)		N 🖶 🗘	⑦ R ulrich.maier@control-sy Control-systems.de (contr
All services > control-systems.de >		Request API permission	15	;
Search (Ctrl+/) Overview	 < ◯ Refresh 𝒫 Got feedback? 	Select an API <u>Microsoft APIs</u> APIs my organization Commonly used Microsoft APIs	n uses My APIs	
 Quickstart Integration assistant 	The "Admin consent required" column shows the default value for an organizat organizations where this app will be used. <u>Learn more</u>	Microsoft Graph		
Manage	Configured permissions	Access Azure AD, Excel, Int	nendous amount of data in Office 365, Enterprise sune, Outlook/Exchange, OneDrive, OneNote, Sh	arePoint, Planner, and more through a
Branding & properties	Applications are authorized to call APIs when they are granted permissions by a	single endpoint.		
Authentication	all the permissions the application needs. Learn more about permissions and co			
📍 Certificates & secrets	+ Add a permission 🗸 Grant admin consent for control-systems.de			
Token configuration	API / Permissions name Type Description	Azure Communication Services	Azure Cosmos DB	Azure Data Explorer
API permissions	✓ Microsoft Graph (1)	Rich communication experiences with the same secure CPaaS platform used	Fast NoSQL database with open APIs for any scale.	Perform ad-hoc queries on terabytes of data to build near real-time and
🗠 Expose an API	User.Read Delegated Sign in and read user profi	by Microsoft Teams		complex analytics solutions
App roles				
A Owners	To view and manage permissions and user consent, try Enterprise applications.	Azure Data Lake	Azure DevOps	Azure Key Vault
B Roles and administrators		Access to storage and compute for big	Integrate with Azure DevOps and Azure	Manage your key vaults as well as the
T Manifest		data analytic scenarios	DevOps server	keys, secrets, and certificates within vour Key Vaults
Support + Troubleshooting				your ney young
Troubleshooting				
New support request		Azure Maps	Azure Rights Management Services	Azure Service Management

Select "Delegated permissions'

≡ Microsoft Azure	$ \nearrow $ Search resources, services, and docs (G+/)		🛛 🗤 🖓 🛞 🕐 🖓 ulrich.maier@control-sy 🦚
All services > control-systems.de >		Request API permissions	×
Search (Ctrl+/) Overview	« 🕐 Refresh 🕅 Got feedback?	Microsoft Graph https://graph.microsoft.com/ Docs @ What type of permissions does your application require?	
 Quickstart Integration assistant 	The "Admin consent required" column shows the default value for an organizations where this app will be used. <u>Learn more</u>	Delegated permissions Your application needs to access the API as the signed-in user.	Application permissions Your application runs as a background service or daemon without a signed-in user.
Manage	- Configured permissions		
 Branding & properties Authentication 	Applications are authorized to call APIs when they are granted permissions by u all the permissions the application needs. Learn more about permissions and co		
📍 Certificates & secrets	+ Add a permission 🗸 Grant admin consent for control-systems.de		
Token configuration	API / Permissions name Type Description		
API permissions	✓ Microsoft Graph (1)		
🗠 Expose an API	User.Read Delegated Sign in and read user profi		
14 App roles			
🔉 Owners	To view and manage permissions and user consent, try Enterprise applications.		
& Roles and administrators			
Manifert			



Click "Add Permissions"

Microsoft Azure	, Search resources, services, and docs (G+/)	区 眼 🖓 ③ ⑦ 尽 ulrich-maier@control-sy Control Systems GMBH & Co
Home > Control Systems GmbH	l & Co, KG > 0365	
₋ O365 API perr	nissions 🖉 …	,
P Search (Ctrl+/)	≪ ◯ Refresh 🛛 🖗 Got feedback?	
B Overview		
🗳 Quickstart	0	
🚀 Integration assistant	The "Admin consent required" column shows the default value for an organization. However, user consent ca organizations where this app will be used. <u>Learn more</u>	n be customized per permission, user, or app. This column may not reflect the value in your organization, or in
Manage	Configured permissions	
Branding & properties	Applications are authorized to call APIs when they are granted permissions by users/admins as part of the c	consent process. The list of configured permissions should include
Authentication	all the permissions the application needs. Learn more about permissions and consent	
📍 Certificates & secrets	+ Add a permission 🗸 Grant admin consent for Control Systems GmbH & Co. KG	
Token configuration	API / Permissions name Type Description	Admin consent requ Status
 API permissions 	V Microsoft Graph (1)	
 Expose an API 	EWS.AccessAsUser.All Delegated Access mailboxes as the signed-in user via Exchange W	Veb No Granted for Control Syst ***
App roles		
A Owners	To view and encourse in the second	
. .	To view and manage permissions and user consent, try Enterprise applications.	

If you are not an administrator, you must ask your administrator for consent. He must then go to this page with his account and click on the button "grant administrator consent for YOUR.DOMAIN".

The status of all permissions should be green now.

Select "Manifest" on the left



Set "allowPublicClient" to 'true' and click save

The Manifest setting can also be modified via:

- Authentication
 Advanced Settings
- → Allow public client flows...

= Microsoft Azure	○ Search resources, services, and docs (G+/)	D. 17	₽ ⊗	@ &
Home > Control Systems GmbH & Co. K	(G > 0365			
O365 Authentication	on 🖈 …			
 ✓ Search (Ctrl+/) « IN Overview A Quickstart ✓ Integration assistant Manage 	 Got feedback? Platform configurations Depending on the platform or device this application is targeting, additional configuration may be required such as redirect URIs, specific authentication settings, or fields specific to the platform. + Add a platform 			
Branding & properties Authentication Certificates & secrets It Token configuration API permissions Expose an API	Supported account types Who can use this application or access this API? Accounts in this organizational directory only (Control Systems GmbH & Co. KG only - Single tenant) Accounts in any organizational directory (Any Azure AD directory - Multitenant) Help me decide.			
 App roles Owners Roles and administrators 	▲ Due to temporary differences in supported functionality, we don't recommend enabling personal Microsoft × accounts for an existing registration. If you need to enable personal accounts, you can do so using the manifest editor. Learn more about these restrictions.			
Manifest Support + Troubleshooting Troubleshooting New support request	Advanced settings Allow public client flows Enable the following mobile and desktop flows: App collects plaintext password (Resource Owner Password Credential Flow) Learn more App collects plaintext password (Resource Owner Password Credential Flow) Learn more SSO for domain-joined Windows Integrated Auth Flow) Learn more			
	Save Discard			

[3] User Account & Mailbox URI

User	Enter the username for this O365 email account
Password	Enter the pa ssword to login to the account
Mailbox URI	https://outlook.office365.com/EWS/Exchange.asmx

	0365 [change]	
exchange	Enabled	
O365	Protocol	Office 365 🗸
print	Tenant ID	madelic same and the discovery
print gmail imap	Client ID/App ID	weblace reveals have a reaction of
	User	3 jillunini minen k
print_gmail_pop3	Password	•••••
public_pop	Mailbox URI	https://outlook.office365.com/EWS/Exchange.as
Test	[Test]	
Test IMAP	Last error message	-



Make sure the Email-Account is licensed

9.2.4.3 Anonymous printing

By default, e-FOLLOW.cloud discards emails from unknown senders. To allow emails from anonymous users being sent to this email account, e-FOLLOW.cloud offers two different methods of handling emails from unknown senders.

Use a common user account

All emails from unknown senders will be assigned to a specific account.

If the jobs will be held in a virtual queue, print jobs from anonymous senders need to be assigned to a user account for a later release.

It is recommended to create a specific account for anonymous guest prints. This allows to disclose it's login credentials / PIN to guests and set a (daily?) limit to it.

Anonymous printing		
Enabled		
Use existing user account		
Account for printing	0001.test@control-systems.de	[change] 🕜
Create new user ?		

Of course, any other user account can be selected as well.

Create new user account

This option will create a new 'internal' user account for each email received from an unknown sender.

Create new user 🥐	•
PIN Length	4
Accounting type	None 🗸
Delete users automatically	
	after 0 days 1 hours
Allow PIN login in Mobile App	•

The account name (login name) and full name will be set to the **email address**. The account password and login PIN will be generated by e-FOLLOW.cloud according the PIN length setting.

G

You can also define the accounting mode for these new accounts and a limit or total quota. This might be useful to avoid unlimited use of your printers for guests.

The user will be informed about the creation of his new account be email.

Notification vor 1 Minute um 9:21 von e-FOLLOW >	
Betreff:Tickets 1234	1
and is assigned to your n It will be processed imme	eceived from your E-Mail address: u <u>com</u> w account: <u>uli</u> <u>m</u> diately and sent to this virtual queue: P005 ned to your account for print release: 7745
Sent by Toshiba e-FOLLC	N

Here the user can find his

- Username/login: email address
- Password / Login PIN: randomly created by e-FOLLOW.cloud
- Queue / Printer to where the job will be processed.



[1] It is recommended to secure the email account for anonymous users by using a validation token. This will ensure that e-FOLLOW.cloud will only accept emails when the subject contains this token.

Validation token ?	1234



To avoid uncontrolled number of 'anonymous' user accounts an expiry period can be defined for these accounts. Once expired the account and pending print jobs will be deleted automatically.



9.3 **REPORT**

e-FOLLOW.cloud provides a numerous number of standard reports. By simply selecting the desired report and it's parameters the Operator has quick access to all transaction data stored in the e-FOLLOW.cloud database.

9.3.1 Reports

This menu contains the powerful built in report generator. e-FOLLOW.cloud offers a row of predefined report templates for user-, department- and printer-based reports **[1]**.

		🕸 🕕 🕻 Logout
e FOLLOW	ADD REMOVE	
MANAGEMENT User list Departments Permissions Projects Domains DEVICES Virtual Queues	User reports [1] Summary Details by printer - summary by printer - details by project - summary by project - details	Description [4] Summary of the users activities [4] Group by User v - v Sort by User v 12 Filter [3]
Toshiba Toshiba eSF Mobile print	by job type - summary by job type - details	Period All L J
REPORT Reports SETTINGS General User portal & User tools	by color usage - summary by color usage - details > Department reports > Printer reports > Project reports > Protocol reports	Create now: [5] [.html] [.pdf] [.csv] Enter password if encryption is enabled Password1
Dashboard Schedules Rules Reader profiles	 Protocol reports Details Custom reports Eco report Balance report 	Report history [6] Auto-delete reports after 7 days ▼ [Delete all] Creation date Type Report filter Download Image: 6/2/2025 User reports Summary [View] [Download] Image: 6/2/2025 Html Html [View] [Download]
Version: 5.8.0		

[2] The ADD – REMOVE – COPY options allow to manage customized Reports.

Enter a name for the new te	mplate		
Template name *			
[Cancel]	add		

▷ User reports		Description						
Department repo	rts	Summary of the department activities Group by						
Summary		Department	× -		× -			
Details	Copy report t	emplate		×				
by user - summ								
by user - detail:	Enter a nam	e for the new t	emplate					
by printer - sun	Template name			30/2024				
by printer - det	remplace name	-						
by project - sur	[Cance	q 👘						
by project - det		Create now:						
by job type our	100.001	II Change	r - 40	L and L				

You can ADD a new template and configure it's settings or COPY the current 'active' template with all it's settings into a customized report template.

[3] Filter

When you have selected the template you can specify the time period for the report, specific users, Departments, printers, projects etc. to filter the data for the report.

You can also filter on paper size (e.g. only jobs that contain A3) or on color-/duplex-usage, or job type.



Columns allows to select / deselect the data/columns that are taken to create the reports.



[4] Grouped by / Sort order

According the selected template data can be grouped and the sort field and order can be selected. Click to 1th to select the sort order ascending or descending.

[5] Create now:

Confirm the template you have selected by clicking to one if the [.html][.pdf] or [.csv] buttons. The report will be generated according your selection, filters, etc.

from 01.10.2013 to 31.10.2013.	Created on 31.10.	2013.							
Department	User name	Device	Job type	Document name	Total pages	Black & white	Color pages	Job details	Recording time
epartment: 'Financial Accountin	ig and Auditing' -	Dorothy Williams							
Financial Accounting and Auditing	Dorothy Williams	192.168.1.102	Сору		1	1	0	1xA4;	24.10.2013 16:30:52
Financial Accounting and Auditing	Dorothy Williams	192.168.1.102	Сору		3	3	0	3xA4;	24.10.2013 16:43:52
					4	4	0		
epartment: 'Marketing' - Peter	Clark								
Marketing	Peter Clark	192.168.1.102	Сору		5	5	0	5xA4;	24.10.2013 16:30:52
					5	5	0		



Reports can also be exported to a PDF file by clicking to [.pdf] or to a comma separated file by clicking to [.csv].

Create now:

[.html] [.pdf] [.csv]

Enter password if encryption is enabled

In case usernames / document names are encrypted, you'll need to enter the passwords (1 + 2) to create the reports decrypted. Else the report will replace usernames and document names with the phrase 'encrypted'.

											Password	1	
Grouped by Department.													
Period from 12.03.2018 to 13.03					1						Password	2	
Department	User name	rinter	Job type	Document name F	Poject	Cost	Total pages	Black & white	Color pages	Erasable blue	Job details	Recording time	
Department: Support			_										
Support	encrypted	002-1	Print	encrypted		0.00¢	1	1	0	0	1xA4;	12.03.2018 12:05:51	
Support	encrypted	002-1	Print	encrypted		900.0	2	2	0	0	2×A4;	12.03.2018 12:06:03	
Support	encrypted	192 168.1.122	Print	encrypted		0.04€	1	1	0	0	1×A4;	12.03.2018 12:16:58	
Support	encounted	100 168 1 192	Print	encounted		0.126	2			0	3484-	12.03.2018	

[6] Report history

Here you can view an overview of the latest reports that have been generated or are currently being generated. The Report filter provides more details and helps you find the correct report if you've tried multiple filters.

9.3.1.1 Eco reports

e-FOLLOW.cloud is not just tracking the number of pages printed, but also the sheets of paper that have been saved due to jobs not being printed or converted to duplex.

Reasons for 'saved' paper may be:

Job deleted by user	User don't need the job anymore and deletes it from the job list at
	the MFP
Job deleted by system	Job is timed out and automatically deleted from the virtual queue
Job deleted by rule	The job is deleted due to a rule set in e-FOLLOW.cloud – e.g. no
	jobs > 100 pages on this device
Job converted to duplex	Jobs that are converted to duplex by a rule or policy will save 50% of
	the sheets

Additionally, e-FOLLOW.cloud is also tracking the number of sheets of paper that have been recycled (erased) for re-use by e-STUDIO3508LP/4508LP/5008 devices.

The report gives a brief overview of the pages printed, not printed, converted to duplex and recycled.



By clicking to the [.pdf] link a PDF file is generated containing the detailed eco-statistics and graphs.



Besides the paper saving it also shows the savings for wood, water, electricity and CO2.

i

The calculation is based on below parameters and can easily be adjusted in SETTINGS \rightarrow General \rightarrow Expert Settings in terms the basic input values are different in your region.

Expert settings	DirectPrintingCheckDeviceErrorCodes () DirectPrintingCheckDeviceSnmp (false) EbxLargeFormats (A3,Tabloid,AnsiC,AnsiD,AnsiE) EbxOnlyPrintDirectly (false) EbxSessionLifetimeHours (48)	A3,Tabloid,AnsiC,AnsiD,An
	EbxSessionTimeout (3600000) EcoValueElectricity (0,054) EcoValueKGC02 (0,0059) EcoValueWater (0,21) EcoValueWood (0,017)	300000 0,054 0,59 0,21 0,017

name	default	description
EcoValueWood	0,017	Kg wood used to produce 1 sheet of paper (80g/sq.m size A4)
EcoValueWater	0,21	liter of water used to produce 1 sheet of paper (80g/sq.m size A4)
EcoValueElectricity	0,054	Kw/h electricity used to produce 1 sheet of paper (80g/sq.m size A4)
EcoValueKGC02	0,0059	Kg CO ₂ emitted to produce 1 sheet of paper (80g/sq.m size A4)

9.4 SETTINGS

In the settings section you have access to all global configuration settings in e-FOLLOW.cloud.



9.4.1 General

Here you find all configurations related to the application itself.

9.4.1.1 Instructions & Configuration

Here you find all relevant data, settings and files to successfully connect your e-BRIDGE and eSF-devices to e-FOLLOW.cloud.

9.4.1.1.1 Instruction to set up Toshiba e-BRIDGE Next devices

This section leads you step by step setting up your e-BRIDGE based devices. Screenshots will help you to find the menus in TopAccess

e-FOLLOW cloud Configu	urations	
e-FOLLOW URL:	https://ewb2-cs-test.test.e- follow.cloud	[copy]
LDAP password	*****	[copy]

The e-FOLLOW cloud Configurations box shows your specific custom data required to configure the App in TopAccess.

9.4.1.1.2 Instruction to set up Toshiba eSF devices

This section leads you step by step setting up your eSF-based Toshiba devices. Screenshots will help you to find the menus in the device Web-Management.

	Instruction to set up Toshiba eSF devices	^
e-FOLLOW.cloud provides the latest version of the embedded eSF-application	1. Install e-FOLLOW App I. Open installation dialog II. Upload e-FOLLOW installation file	
and your custom specific server URL that is required to connect the devices to e- FOLLOW.cloud.	Download: efollow.fls (version: 2.4.8) 2. Configure e-FOLLOW App I. Open App configuration page II. Set up Application	
	e-FOLLOW Configurations	
	Server URL: https://esf-cs-test.test.e- follow.cloud [copy]	
		_

9.4.1.1.3 Instruction to set up Windows PopUp Here you will find the download and configurations for the e-FOLLOW PopUp for Windows clients.

Download: e-FOLLOW PopUp.exe (version: 2.6.0) Windows PopUp configuration

The executable e-FOLLOW PopUp.exe comes with an integrated configuration. More configuration for the PopUp can be fould at the General \rightarrow Popup section.

9.4.1.2 Database / Support

Here you can backup and clean up the database.



9.4.1.2.1 Backup database

[Backup database]

Will create a backup archive. By default, the filename is e-FOLLOW TIMESTAMP. You can modify the filename before executing the backup.

Click to **OK** to start the backup process.

	Backup database			
Please selec	t a name for the database backup.			
Filename:	e-follow_2024-05-24-09-46			
	[Cancel] Ok			

[Restore database]

Here you can restore a backup of your choice. You have access to all backup files - a backup-task or manualy generated

Here you can restore a backup	or your choice. You					
have access to all backup files backup-task or manualy genera		Please se	lect the restore	backup.		
Select the backup to be restored	hand klick to OK	Hint:				
belect the backup to be restored					o prevent data loss be ate a database backup	
		File:	dbbackup_	2022-06-23-13-(DO (1.53 MB)	~
				[Cancel]	Ok	
[Download backup]						
[Upload backup]		Download database backup 🗱				
Here you can download a backu e-FOLLOW.cloud to your local F	PC or upload a backup	Please se	lect the backup f	file to downloa	ad.	
file that you have previously dow	vnioaded.	File:	dbbackup_2022-	-06-23-13-00 (1	.53 MB)	~
	Upload database backup		×	[Cancel]	Download	
	Please select the backup file to uploa	d.				
	File to Upload:					
	Choose file No file chosen					
	[Cancel]	l	Jpload			

Postoro databar

[Delete backup]

This menu allows you to remove a backup file from your e-FOLLOW.cloud instance.

9.4.1.2.2 Backup User-Transactions

[Backup old user-transactions]

Will move old user-transactions (data records for reports) to a file. This can be used to clean up and reduce the amount of data at the user-

transactions. Note: These records will be removed from the database.



Backup User-Transactions from database older than (month): Here you can change the default period for the user-transaction backup of 24 month.

[Restore old user-transactions]

Will restore the deleted user-transaction from the selected file.

Please s	elect the restore user transactions backup.	
File:	RecordsBackup_before_2022-05-16-12-35_created_at_2024-05-16-12-35 (10.85 KB)	~
	[Cancel] Ok	

[Download user-transaction backup] [Upload user-transaction backup

Here you can download a backup from e-FOLLOW.cloud to your local PC or upload a backup file that you have previously downloaded.



[Delete user-transaction backup]

This menu allows you to remove a backup file from your e-FOLLOW.cloud instance.

Remove records older than: This allows to clean up your	Database (Backup database) [Restore database]							
ransaction database by removing	Remove records older than:	2018-1	2-31				[rem	iove]
ecords 'older than'		0	C	ecem	ber 2	2018		0
	Directory service				71		<i>c</i>	
	Name [e-FOLLOW]	Mo	Tu	We	Th	Fr	Sa	Su
	Search base [dc=e-follow]						1	2
	Search base [uc=e-tonow]	3	4	5	6	7	8	9
	User name [uid=admin,dc=e-follow]	10	11	12	13	14	15	16
	Port [11389]	17	18	19	20	21	22	23
	SSL-Port [11636]	24	25	26	27	28	29	30
		31						
		_	_	_	_	_	_	_

It is recommended to perform a

backup of the data before removing them from the database. Once the deletion is executed the data are gone.

Are you sure you want to remove records? In this process, all unsaved data will be lost. To prevent data loss be sure that you don't need the co	urrent content or create	e a database backup.
	[Cancel]	Remove

Depending the number of records that will be deleted the execution of this task may take some seconds or even minutes.

When finished a message showing the
number of records deleted is shown.

	×
30847 Records has been successfully removed	
	ок

9.4.1.2.3 Support service



Enable this setting to allow the support-team access to your management. Else the support-team would need your operator password for accessing the management.

9.4.1.3 License Information

🕸 🔵 🌔 Logout e FOLLOW e-FOLLOW Cloud Instructions & Configuration 5.5.0 Version MANAGEMENT Yearly Subscription license until 01.11.2024 User list License Departments ort Maximum number of Toshiba/Toshiba eSF device licenses 5 Permissions Projects Available Toshiba/Toshiba eSF device licenses 0 License information Domains DEVICES Application Virtual Queues Toshiba Auto configurati Toshiba eSF Mobile print REPORT Reports SMTP / E-mail SETTINGS General User portal & User tools Expert settings Dashboard Schedules Rules Reader profiles Version: 5.5.0 RC01

Under the license tab you will find the current license status of your e-FOLLOW.clc	ud server.
---	------------

Version	e-FOLLOW.cloud version that is currently installed
License	Your current license status
Maximum number of	Number of supported Toshiba device licenses
Toshiba/Toshiba eSF	
device license	
Available Toshiba/Toshiba	Number of available Toshiba devices licenses
eSF device license	

9.4.1.4 Application

The application tab allows changing some basic configuration.



9.4.1.4.1 Logfile

Here you can [Show] (live mode) the current log file, open it in a new window , [Download current] or [Download all] Logfiles. Use the pause/play button to stop / start the live viewing.

The **[Download]** options will allow to download the current or all available log files.

Additional you can also Open/Download the log files from PrinterManager and IppServer.



9.4.1.4.2 General

New GUI

Here you can switch the appearance of e-FOLLOW.cloud management between 'classic' and a newer frameless design.

'Operator' password

Click to [Change password] to change the password for the user 'Operator'. Enter the current and the new password.

Time Zone

Here you can select your current time zone. This has impact on the time stamp of print jobs, transactions and log files.

Time Zone 🕐	(UTC+01:00) Amste	~	
Language	English	×	

Language

Select the **language** from the pull-down.

e-FOLLOW.cloud is designed to support up to 36 languages. Use the link [add or customize language] to modify the text or add new language.

Add or customise language	×
To add or customize a language, a language file must be created. This language file can then be downloaded, edited and uploaded again.	
1. Select language norsk - Norwegian 💙 Create new language file	
2. Download language file:	
lang_en.txt [delete]	
lang_no.txt [delete]	
3. Upload edited language file	
Close	

Steps to create a new language file:

- 1. Select your prefered language and click on [Create new language file]
- 2. Then you can download the language file template and modify it. Make sure to remove the leading #-signs else the modified string will not get effective.

Iang_no.txt - Editor				-		\times
<u>D</u> atei <u>B</u> earbeiten F <u>o</u> rmat <u>A</u> nsicht	<u>H</u> ilfe					
### Norwegian						-
### If you want to change a	message remove #	at the	start of the l	ine.		
### Please use backslash to	escape a special	charact	ter:			
### \t Insert a tab in the	e text at this po	int.				
### \b Insert a backspace	in the text at t	his poir	nt.			
### \n Insert a newline in	n the text at thi	s point				
### \r Insert a carriage r	eturn in the tex	t at thi	is point.			
### \f Insert a formfeed i	in the text at th	is point	t.			
###						
### The number between brack	<pre>(if set) rep</pre>	resents	the max. possi	ble]	length	of
### EVENT LOGGER ##						
<pre>#event.cardserver.start.fail</pre>						
<pre>#event.card_server.unknown=0</pre>						
<pre>#event.card_server.unknown.u</pre>						
#event card carvar printing=	llean '{0}' logge	d in hv	cand {1} inhe	wi11	he n	` <u>م</u> ام >
	Zeile 1, Spalte 1	100%	Windows (CRLF)	UTE-	8 mit BC	M

3. Finally click on [Upload edited language file] and upload your new language file.

9.4.1.4.3 Microsoft Login

Domains with Microsoft Login enabled

Here all Entra ID domains are listed, where Microsoft Login is enabled.

Only Operator and Microsoft Login is allowed

If this option is active, the Username at the login is fixed to the Operator and can not be changed.

FOLLOW	
	Username: Operator Password: Log in Sign in with Microsoft
	Version: 5.8.0

9.4.1.4.4 Login settings

Add new domain users to database automatically

If enabled, users will be added immediately to the e-FOLLOW.cloud user database after successful authentication when printing or logging on to a Toshiba device. Else, new users will only be added while synchronizing.

Check user in domain at every login

If enabled and login is performed by card or PIN, e-FOLLOW.cloud checks if the user is still available/valid in the domain.

Synchronize department on user login

If enabled e-FOLLOW.cloud will check the user's department at each login. In case the user's department has changed it will be updated immediately in the e-FOLLOW.cloud database.

Ignore MFA for Azure Active Directory

If enabled Multi Factory Authentication will ignored for Azure Active Directory. Else you have to add your public IP address range of your e-FOLLOW server to the trusted Ips at your Azure Active Directory (Microsoft Azure \rightarrow Azure Active Directory \rightarrow Security \rightarrow Conditional Access \rightarrow Named locations \rightarrow Configure multifactor authentication trusted IPs \rightarrow Skip multi-factor authentication for requests from federated users on my intranet).

9.4.1.4.5 Card assign

Card self-association overwrites existing Card Ids If enabled the user can associate a new card ID to his account. Any existing ID will be replaced by the new card ID.



Attention

In case 'Write new Card-IDs to A.D'. is enabled, e-FOLLOW.cloud will not only replace existing Card-IDs in its own database, but also in the user's account in the directory service (A.D.).

Write new Card-IDs to A.D.

If enabled, e-FOLLOW.cloud can write new card ID's that are self-assigned by users back to the user's account in the directory service.

This presupposes following conditions

- The attribute for Card-ID is specified in domain settings
- The user specified in domain settings has the permission to write
- The user's Card-ID is not set in directory service (is blank) or
- the Above parameter "Card self-association overwrites existing Card IDs" must be switched ON.

Write Card-IDs now to the directories

Card assign
Card self assignment overwrites existing Card IDs
Write new assigned Card IDs to Active Directory/LDAP
Write Card IDs to Active Directory/LDAP
Write Card IDs now to the
directories

Clicking to this link/button will immediately start writing the current card-IDs to the corresponding directory services of each user.

i

Make sure writing card-IDs to directories is enabled.

9.4.1.4.6 PIN

Write generated Pin to Active Directory/LDAP Here you can define that if a new PIN is generated for a user (by Import, Synch., UserPortal or Administrator), the PIN is written to the directory service attribute defined in 'domains'. When writing the generated Pin to Active Directory/LDAP, overwrite existing pin If enabled, e-FOLLOW will overwrite an existing PIN in the corresponding attribute when a new PIN is generated. Else an existing PIN in the directory service will be kept unchanged.



Attention

In case overwriting is disabled, the user's PIN in e-FOLLOW and the PIN stored in the directory service may not match.



This presupposes following conditions

- The attribute for PIN is specified in domain settings
- The user specified in domain settings has the permission to write
- The user's PIN is not set in directory service (is blank) or
- the Above parameter "... overwrites existing PIN" must be switched ON.

Write PIN now to the directories

Pin	
Write generated Pin to Active Directory/LDAP	
When writing the generated Pin to Active Directory/LDAP, overwrite existing pin	
	Write Pin now to the directories

Clicking to this link/button will immediately start writing the current PIN to the corresponding directory services of each user.



Make sure writing PINs to directories is enabled.

9.4.1.4.7 Print

Allow unknown users to print

IF enabled, users that do not exist in the domain or in the e-FOLLOW.cloud database can print anyway.

PJL user name has priority

This will force e-FOLLOW.cloud to check the print job's PJL header to extract the username (or alias) to map the job to the correct user account. This may be helpful if the printer is mapped under a different username or in SAP environments.

Show printed jobs which are waiting for accounting in the virtual queue job list (these jobs are displayed in blue)

If enabled jobs that are already printed will stay visible in the virtual queue list until e-FOLLOW.cloud receives the accounting information from the MFP

Don't create preview of print jobs

If enabled the preview images of the print jobs will not be created and cannot be viewed on the MFP panel or in Mobile App.

Prevent users to enable QuickPrint

If enabled the checkboxes "Print all jobs immediately after logging in." at Toshiba EWB screen and "Print all jobs immediately after login ("Quickprint")" at UserPortal ACCOUNT Settings screen will not be available for users.

9.4.1.4.8 Notifications

Send Notifications by email

if enabled e-FOLLOW.cloud will send notifications to users via email.

Show notifications via PopUp

If enabled e-FOLLOW.cloud will use the PopUp to show notifications to the user.

9.4.1.4.9 Toshiba

LDAP Password

Here you can modify the auto generated password for LDAP connections of the e-BRIDGE devices.

When changing the password, the LDAP settings at all e-BRIDGE MFPs needs to be updated acordingly.

Default display mode for new devices

Here you can select the display mode (dark or bright) that will be assigned to e-BRIDGE Next devices that are newly added to the device list.

User for accounting of system jobs / User for accounting of incoming faxes

Usually these types of jobs cannot be associated to a specific user and therefore do not appear in any reports.

If required, create an internal "system" user for assigning these job types.

Detect user from "Printope" print jobs and do accounting

In case the user is unknown (e.g. by an internal device error) the job will be printed as user 'Printope'. If 'Detect user...' is enabled these jobs can be accounted properly if the job's ID is known.

9.4.1.4.10 Printer drivers

e-FOLLOW.cloud provides a convenient method to deploy Virtual Queues to the client PCs via UserPortal. Therefore, a personalized IPPinstaller package is created for each user containing

- Certificate
- 🛆 Driver
- ☐ Driver properties



To provide different drivers that can be assigned to virtual queues, driver packages can be managed here. Clicking to [+] will open

the driver upload window.	Upload printer driver	
Enter the driver's name and optionally a 'simple name' displayed to the users.	Choose printer driver and enter its name. If it there is alread Name * Name that will be displayed to user Zip-archive with driver files (.inf-file should be in the root) *	ly one with the same name, it will be replaced.
Select the driver package (.zip file) containing all driver files and .inf file and press upload .		[Cancet] upload

e-FOLLOW.cloud will check the archive and add the driver to the list.

9.4.1.4.11 Mobile App

Allow PIN login

If enabled the option to login to the mobile app by using only the user's PIN is generally enabled. A switch to enable PIN login will appear on the mobile app login screen.

10:30	.ıl ≎ ■)	10:30	.al ≎ ■
e.Foll	ow	e.Foll	.ow
User		PIN Number	
Password			
Remember credentials		Remember credentials	
Log in		Log in	
Change server		Change server	
Test connection		Test connection	

This feature then can be set individually for each user.

9.4.1.4.12 Other settings

Reset all Azure Active Directory tokens

Certain changes to Azure Active Directory will not take effect until a new token is issued. By default, tokens are automatically regenerated after 60 minutes. With the manual deletion of the token, you no longer have to wait for it.

Also reduce Total Quota for scan and fax jobs

By default (enabled) e-FOLLOW.cloud will reduce the total quota for scan and fax jobs. In case the total quota shall stay untouched for these types of jobs it can be switched off here. (Scan- and Faxquotas will still be reduced)

Custom Home Directory

Here you can enter / define the user's HomeDirectory. If - for example - scans shall be stored in a

folder like <u>\\server\userData\scans\USERNAME</u> you can enter the path here. The wildcard **'::username'** will replace the actual user name logged in at the MFP.



In any case this Custom HomeDirectory will be used – even if it has been imported from A.D., LDAP or it has been entered manually.

Web session timeout

The operator will be auto logged out after this time of inactivity.

Log level

Here you can define the level of details stored in the e-FOLLOW.cloud log file.

- Verbose: log will contain detailed information
- Error: only errors will be logged

Log Filter

Here expressions can be entered to filter the log content. A separate log file **e-FOLLOW.cloud-DATE.filter.log** will be created containing only messages matching the filter.



This should only be set on request by support.

9.4.1.5 Use Radius Authentication

e-FOLLOW.cloud supports user authentication against a RADIUS server.

RADIUS authentication typically is used in environments where several domains or authentication servers shall be merged to one single point of authentication.

If enabled in **General – Application** the RADIUS authentication options get available.

Use RADIUS Authentication

			🕸 🔵 🕻 🛛 Logout
	Instructions & Configuration	Use RADIUS Authentication IP address of primary server	
User list Departments Permissions	Database / Support	IP address of secondary server Authentication Port [1812]	1812
Projects Domains	License information	Shared Secret Attribute (NAS Identifier) [test RADIUS Login]	
DEVICES Virtual Queues Toshiba Toshiba eSE	Application Auto configuration	[Lest Notice Legin] Convert all domain names in RADIUS name [Add Domain alias]	0
Mobile print	Data protection		
Reports SETTINGS	Custom formats SMTP / E-mail		
General User portal & User tools	Expert settings		
Dashboard Schedules Rules	RADIUS Server		
Reader profiles Version: 5.5.0 RC01			



Please request your administrator to obtain the details for the configuration of the RADIUS authentication service.

9.4.1.6 Auto configuration

At the auto configuration settings you can set up the configuration, which is downloaded and used at the e-FOLLOW.cloud App for e-BRIDGE devices.



PIN Code Authentication

If enabled, the default login screen at the Toshiba e-BRIDGE device will be the PIN code entry screen.

Minimum PIN Code Length

The minimum length for a valid PIN code.

Assign function key 1/2 with

Here you can define, which MFP function should be called when the corresponding hardware key is pressed.

Auto clear time

Here you can set the time for the automatic user logout.

If you enable the feature at

User list \rightarrow EWB/Print settings \rightarrow Automatic deletion of jobs (This will activate single print) \rightarrow At logout then the auto clear time should be changed to No Limit

Authentication failed print job/Raw Print Job

This option defines, what the MFP should do with print jobs from an unknown user and domain name/LDAP server.



Set this setting to "Print" if users should be allowed to print directly to the device. But this setting is not recommended because these jobs won't be accounted correctly. The MFP will assign jobs for unknown user to "printope", which are not accounted by default.

With the setting

General \rightarrow Application \rightarrow Toshiba \rightarrow User for accounting of system jobs you can set one user, to which these unknown jobs are assigned.

Enable Home Directory

Here you can enabled the Home Directory settings. Keep it disabled if you don't use a Home Directory and you don't want to have the warning message at the MFP display after login.

Card Authentication - Auto Change Login User

If activated, a card login can be carried out even if a user is currently logged in.

Card Authentication - Enable Guidance Screen

If enabled, at guidance screen is shown for card login.

Use EWB language settings

If enabled, the language of the EWB is used.

Confidential Settings - Log Data Privacy Setting

Here you can see the setting, which was set by the auto configuration (Settings \rightarrow General \rightarrow Auto configuration). It controlls if job data from the MFP should be stored for accounting or not. Beside from this there are additional settings at Settings \rightarrow General \rightarrow Data protection.

These settings are possible:

- Use MFPs' setting The setting from TopAccess→Administration→Setup→General→Confidentiality Setting is read and set at auto configuration.
- Not to Store No job accounting for e-BRIDGE devices.
- Store Job accounting is enabled for e-BRIDGE devices.

Keep foreign Subscribes for Toshiba devices

By default other event subscribes are removed when the e-FOLLOW.cloud App adds its event subscribes to prevent timeout errors.

In case the event subscribes to other services are needed, this option has to be enabled.
9.4.1.7 Data protection

e-FOLLOW.cloud provides some unique functions to ensure a maximum level of data protection and privacy of user data.



Don't record document names

If enabled the document names will not be recorded in the transaction database.

Don't record usernames

If enabled the usernames will not be recorded in the transaction database

Encrypt document names in records

If enabled, the document names will be stored encrypted in the transaction database

Encrypt user names in records

If enabled, the user names will be stored encrypted in the transaction database

Password1 for decryption:

Password 1 for the decryption of document names and user names when creating reports.

Password2 for decryption:

Password 2 for the decryption of document names and user names when creating reports.



Password 2 may be left blank.

The usage of two passwords allows performing a 2 factor authentication for the decryption of user names and document names.

Lock device

This will enable a security option against trying out credentials. If a user enters multiple invalid user credentials (username, username & password, PIN) reaching the *Number of attempts*, the device gets locked for the *Lock time*.



Locking of a device is also indicated in the device's General settings.

General		^
192.168.1.101	(TOSHIBA e-STUDIO448S)	
License:		
Serial number:	7017821101YKD	[change]
Description:		[change]
Location:	Control Systems dev	[change]
App version:	1.3.0	
Last login:	18 00 2010 08:58:40	
Locked until:	18.09.2019 09:43:32	
Last transaction:	Never	
Midual auguan	1023	

9.4.1.8 Custom formats

FOLLOW					🕸 🔵 🕻 🗆 La
cloud	Instructions &	Date/Time	Pattern	Preview	Template
IANAGEMENT	Configuration	Date	M/d/yyyy	6/15/2023	~
User list	Database /	Time	h:mm:ss tt	2:49:46 PM	~
Departments	Support	Report delimiter			
Permissions		Csv report	: *		
Projects	License	delimiter	; v		
Domains	information				
EVICES					
Virtual Queues	Application				
Toshiba					
Toshiba eSF	Userportal				
Mobile print					
	Рорир				
EPORT					
Reports	Auto configuration				
ETTINGS	Data protection				
General					
Dashboard Schedules	Custom formats				
Rules					
Reader profiles	SMTP / E-mail				
Neader profiles					
	Expert settings				
Version: 5.4.0 RC.05					

e-FOLLOW.cloud allows to customize the time and currency formats to your specific requirements.

Date & Time

The Date/Time Pattern allows to specify your individual appearance of date and time inside e-FOLLOW.cloud and the reports. The most common patterns are available from the **Template** pull-down.

Report delimiter

Here you can select the field delimiter that shall be used for the .csv export of reports.

9.4.1.9 SMTP / E-mail

Enter the Hostname and port of your SMTP server.	
--	--

			✤ ◯ ■ C Logout
MANAGEMENT	Instructions & Configuration	SMTP settings Hostname / IP address:	mail.control-systems.de
User list Departments Permissions	Database / Support	SMTP port: SSL	25
Projects Domains	License information	SMTP authentication E-mail settings	[change credentials]
DEVICES Virtual Queues	Application	Admin e-mail: From address:	admin@control-systems.de
Toshiba Toshiba eSF	Userportal	Subject: Signature: default e-mail	Notification from cs-3nmy Sent by Toshiba e-FOLLOW
Mobile print	Рорир	address domain:	@control-systems.de
Reports	Auto configuration	E-Mail Template-Edito	[test the SMTP and e-mail settings]
General Dashboard Schedules	Custom formats	E-Mail Template:	V
Rules Reader profiles	SMTP / E-mail		
Version: 5.4.0 RC.05	Expert settings		

In case SMTP authentication is required, enter the credentials of an account that is allowed to send emails via this server.

Use the E-mail settings to enter a From address: a Subject: an a signature.

Enter an **Admin e-mail address** that will receive administrator notifications e.g. in case of Maintenance is going to expire

The **default E-mail address domain** will be used if the user has no e-mail address assigned. e-FOLLOW.cloud will then try to send notifications to **'username'@'default_E-mail_address_domain'**

[test the SMTP and e-mail settings] Enter the sender and recipient and press Send test e-mail. e-FOLLOW.cloud	Test the SMTP and e-mail settings
embedded will try to send a test email.	Recipient address me@domain.com Example text This is a test e-mail.
Check the in-box of the recipient to make sure, settings are correct.	[Cancel] send

9.4.1.10 Sending mails via Microsoft 365

You can use Microsoft 365 as an SMTP server to send out mails to users.

It is recommended to add a specific user that is used for authenticating against MS365.

Login to Microsoft 365 admin center and select Active Users.

	Microsoft 365 adm	iin center		,∕⊂ Suchen			E		Ø	? 🌘
≡			Start > Aktive Benutzer				Į) Dunkle	er Modu:	÷
Ô	Start		Aktive Benutz	or						- 1
R	Benutzer	^	ARtive Benutz							- 1
1	Aktive Benutzer		Empfohlene Aktionen (1)							_
	Kontakte		Emproniene Aktionen (1)							×
	Gastbenutzer									
	Gelöschte Benutzer		Benutzer hinzufügen	🗄 Benutzervorlagen 🕺 Mel	hrere Benutzer hinzufügen	∑ Filter 🔎	Durchsuchen der Lis	te der ak	ti =	
24	Teams und Gruppen	~								
	Abrechnung	\sim	Anzeigename î		Benutzername	Lizenzen			🖙 Spalte	n auswähle
Þ	Setup		C Alicia Desiliard	:	aluevilla oʻjca tausicolini 2000 Qicontrolsystemsde.	onmicrc Nicht lizenziert				
	Alle anzeigen		Aivana and	ə :	Alvaro Garria	ystemsd Nicht lizenziert				
			Artistic S	:	Julian Caralico Caralicol-systems.de	Microsoft Teams Explorate	pry			
			CloudPrint	:	cp@control-systems.de	Microsoft Teams Explorate	pry			
			Commi	:	contrologistematicgmoliteem=cx1=@controlSyste	emsde.or Nicht lizenziert				

Add a new user for your domain.

It will take some minutes to create the user's mailbox.

Open the user settings and change to E-Mail – manage e-Mail apps.

Aktive Benutzer	NR no reply_2
Empfohlene Aktionen (1)	Foto ändern \begin{aligned} Kennwort zurücksetzen \begin{aligned} Surgent aligned begin{aligned} Kennwort zurücksetzen \begin{aligned} Kennwort Xurücksetzen Xurücksetzen \begin{aligned} Kennwort Xurücksetzen Xurücksetzen
😤 Benutzer hinzufügen 🔒 Mehrstufige Authentifizierung 💍 Aktualisieren \cdots	Konto Geräte Lizenzen und Arps E-Mail OneDrive
Anzeigename † Benutzername	Mailbox storage 0% (9.764KB/50GB)
no reply in noreply@control-systems.de	Learn more about mailbox storage guotas
on reply_2 🔍 : no_reply@controlsystemsde.onm	
	Postfachberechtigungen E-Mail-Apps
	"Lesen und Verwalten"-Berechtigungen Alle Apps zulässig (0) E Mail Apps vorsusten
	(U) E-Mail-Apps verwalten "Senden als"-Berechtigungen (0)
	"Senden im Auftrag von"- Berechtigungen (0)
	In globaler Adressenliste anzeigen E-Mail-Weiterleitung
	Ja Keine
	Sichtbarkeit von globalen Adresslisten E-Mail-Weiterleitung verwalten

Make sure 'authenticated SMTP' is checked.	\leftarrow	\times
	E-Mail-Apps verwalten	
	Wählen Sie die Apps, in denen no reply_2 auf Microsoft 365 E-Mail zugreifen kann.	
	✓ Outlook im Web	
	✓ Outlook Desktop (MAPI)	
	Exchange-Webdienste	
	Mobil (Exchange ActiveSync)	
	V IMAP	

Authentifiziertes SMTP

You can now enter/edit the SMTP settings in e-FOLLOW

Hostname	smtp.office365.com
SMTP Port	587
SSL	ON

SMTP authentication enter the username & password

SMTP settings		
Hostname / IP address:		smtp.office365.com
SMTP port:		587
SSL		•
SMTP authentication		[change credentials]
E-mail settings		
Admin e-mail:		
From address:		no_reply@controlsystemsde.onmicrosoft.com
Subject:		Notification from e-FOLLOW.cloud
Signature:		Sent by Toshiba e-FOLLOW
default e-mail address domain:		@control-systems.de
If the user doesn't have an e-mail a	ddress, it will be created from	login name and this domain.
		[test the SMTP and e-mail settings]
E-Mail Template-Editor		
E-Mail Template:		· · · · · · · · · · · · · · · · · · ·



Attention

Make sure the 'From address' is identical to the user credentials for logging in to MS365.

9.4.1.11 E-Mail Template-Editor

e-FOLLOW.cloud provides a convenient e-mail template editor that allows you to modify the e-mail content sent out to the users according your specific requirements.

Select the desired Template from the list.

			\\$ (Logout
Cloud MANAGEMENT	Instructions & Configuration	SMTP settings Hostname / IP address:	mail.control-systems.de
User list Departments Permissions	Database / Support	SMTP port: SSL	25
Projects Domains	License information	SMTP authentication E-mail settings Admin e-mail:	[change credentials]
DEVICES Virtual Queues	Application	Admın e-mail: From address: Subject:	admin@control-systems.de
Toshiba Toshiba eSF Mobile print	Userportal	Signature: default e-mail	Sent by Toshiba e-FOLLOW @control-systems.de
REPORT Reports	Popup Auto configuration	address domain: If the user doesn't have an	e-mail address, it will be created from login name and this domain. [test the SMTP and e-mail settings]
SETTINGS General	Data protection	E-Mail Template-Editor E-Mail Template:	~
Dashboard Schedules	Custom formats	[*]	User sync: PIN Notification Userportal: Complete registration Userportal: Changed user for job
Rules Reader profiles	SMTP / E-mail	[] [*]	Userportal: Reset password Mail print: Mail too large Mail print: Validation Token is missing in Subject Mail print: Mail received and moved to queue
Version: 5.4.0 RC.05	Expert settings	[*]	Mail print: Mail received and sent to printer Mail print: Mail received and moved to virtual queue Mail print: Mail received and sent to Toshiba device Mail print: Mail received and sent to Toshiba-eSF device Mail print: Mail received and moved to queue (existing account)
		[] [*] [] [] [] [] []	Mail print: Mail received and sent to greate (existing account) Mail print: Mail received and sent to printer (existing account) Mail print: Mail received and sent to Toshiba device (existing account) Mail print: Mail received and sent to Toshiba-eSF device (existing account) Mail print: Mail received and sent to Toshiba-eSF device (existing account) Mail print: Mail received and sent to printer (new account + PIN) Mail print: Mail received and sent to printer (new account + PIN) Mail print: Mail received and sent to virtual queue (new account + PIN)

You can now edit the default email content by using placeholders, images, links etc.

[1] Placeholders

here you find the placeholders/variables that can be used for this template.

[2] Delete template

This will delete the current content of the template and the default content will be used.

[3] Enable/Disable template

If enabled the modified template will be used. Enabled templates are indicated by [*].

Else the default content will be used.

20	В	U	A -		:= :=	= -	m •		
	2	~							
Hello ::	tuliname	default.							
your pri	int inh "-file	ename d	efault' has	been mos	ed to que	e ' queuenar	ne defaulf		
							rom the print	iob list	
			e deleted						
то	SHIR	Δ							

9.4.1.12 Expert settings

This menu lists all advanced parameters of the e-FOLLOW.cloud system.



ATTENTION!

These parameters MUST only be modified under the control of software support / development. Any change may lead to malfunction or make your site not working anymore. **Warranty may end at this point.**

\frown			遼 🕥 🕻 Logout
cloud	Instructions & Configuration	Expert settings. Change of values at your own risk! The default value is always in parentheses.	
MANAGEMENT User list Departments	Database / Support	DataManager efollow-cs-ip01-0 (127.0.0.1)	~
Permissions Projects	License	AdminName (Operator) AllowRedirectToDirectOrEbx (false)	Operator
Domains	information	AsposeModuleExtraLogging (false) AutoConfigExtraLogging (false)	
DEVICES Virtual Queues	Application	AzureAdExtraLogging (false) AzureAdGraphApiMaxResults (999)	999
Toshiba Toshiba eSF	Auto configuration	BackupMaxDirSize (524288000) BalanceOverhead (0)	524288000
Mobile print	Data protection	CardServerTimeout (1500)	1500
REPORT Reports	Custom formats	CloudHealthStatusRequestTimeoutSeconds (15) ChromeExtensionId (fjpnapffembidnjnpnicglbfadococcp)	15 fjpnapffembidnjnpnicglbfa
General	SMTP / E-mail	ChromeGetPagesCountOnClient (true) ChromeGetPagesCountOnClientMaxChunkSize (104857600)	104857600
User portal & User tools	Expert settings	ChromeMultiUsersSuffixLength (4)	6
Dashboard Schedules		DbWatchdog (false) DebugLdap (false)	
Rules Reader profiles		DebugLdapSsl (false) DebugOutputManagement (false)	
		DebugOutputManagementTimeout (300000) DebugPrintPreview (false)	300000
		DebugPrintSelect (false) DebugProcessWorkflows (false)	
Version: 5.6.2 RC05		DefaultLanguageEnglish (false)	

9.4.2 User portal & User tools

9.4.2.1 User Portal

e-FOLLOW.cloud provides an enhanced user portal. This allows users to maintain their account or upload documents. Here you have access to the settings that are related to the e-FOLLOW.cloud user portal.

			₽ ⊂	C Logout
Cloud	User portal	User portal settings Use User portal		
MANAGEMENT		New GUI (frameless design)		
User list	Рорир	Address	https://userportal-cs-test.test.e-foll	ow.cloud
Departments Permissions	IppInstaller	Allow file upload		
Projects	IppInstaller	Upload queues:	Drawer1	
Domains	Local Print Module		Drawer3 DrawerDefault	
DEVICES	Chrome Extension	Connection	[+]	[-]
Virtual Queues		Session timeout	6 hours	~
Toshiba Toshiba eSF			o nours	
Mobile print		PIN self assignment		
		Allow PIN self assignment		
REPORT		PIN length		5
Reports		IPP queues		
SETTINGS		Show personalized IPP-Printers		
General		Show details of queues		
User portal & User tools		Installation helper as IppInstaller.exe with integrated configuration		
Dashboard		Installation helper as ZIP archive		
Schedules		Installation helper as MSI installer		
Rules		Installation helper silent mode		
Reader profiles		Default printer driver	TOSHIBA V4 Printer Driver v10.70 x64	~
		Printer driver for particular queue	Select one queue from list below	~
		Select IPP queues:	e-follow.cloud IPP-Queue PropTEST	
Version: 5.7.0 RC01				

9.4.2.1.1 User portal settings

Use User portal

This will enable/disable the general availability of the portal to the users

New GUI (framless)

This will enable/disable the new frameless design for the UserPortal.

Address

This shows the URL to access the UserPortal of your e-FOLLOW.cloud instance. Share this URL to all users that shall have access to the UserPortal.

Allow file upload

IF enabled the upload option gets available for the users.

Upload queues

Add one (or multiple) **upload queues** the users can select as destination. This can be virtual queues (for a later release) or direct queues (for instant print job release)

e-follow.cloud		
	[+]	[-]

9.4.2.1.2 Connection

Session Timeout

This defines the time after a user session is close automatically when there is no activity.

9.4.2.1.3 PIN self-assignment

Allow PIN self-assignment

If enabled the option to self-assign a PIN is available to the users.

PIN length

Defines the number of digits for the new PINs

Due to security reasons (trying/finding other user's PINs) the user cannot select a new PIN by himself. Instead the system will randomly create an available new PIN.

9.4.2.1.4 IPP queues

Туре	Name	Ir	nstaller 🕊		Details
IPP	e-follow.cloud	IppInstaller.exe (preconfigured)	Archive (.zip)	Windows Installer (.msi)	Show details
	U	etails se personalized URLs below stem.	v to add IPP print	ters to your	×
		Name e-follow. Printer URL https:/	cloud /ipp-cs-test.tes	t.e-follow.	
				ок	

Show personalized IPP-Printers

This option enables the download for personalized IPP-Installer package that contains the certificate, the personalized URL and the driver files.

Show details

If enabled the option to display the personalized URL for manual installation.

Installation helper as lppInstaller.exe with integrated configuration

If enabled the button with IppInstaller.exe (preconfigured) will be show. When this executable is started it will automatically download all necessary files and install the IPP printer.

Installation helper as ZIP archive

If enabled the button with Archive (.zip) will be show. This archive will contain all necessary files to install the IPP printer.

Installation helper as MSI installer

If enabled the button with Windows Installer (.msi) will be show. This installer contains all necessary files and will install the IPP printer. When the user uninstalls it, also the IPP printer will be uninstalled.

Installation helper silent mode

This option will turn on silent mode for all installation helpers.

Default Printer driver

Here you can select the default printer driver that will be chosen for building the IppInstaller packages.

	Installation helper silent mode		
Userportal	Default printer driver	TOSHIBA V4 Printer Driver v10.70 x64	~
Рорир	Printer driver for particular queue	Select one queue from list below	~
. opup	Select IPP queues:	e-follow.cloud	
Auto configuration			
Data protection			
		[+]	[-]

To assign a different driver to an IPP queue, simply select the queue in the list and assign the **Printer driver for particular queue**

Select IPP queues

Click to [+] to add IPP queues that shall be published as personalized IPP-Installer packages via the user portal.

9.4.2.1.5 Include printer properties template with lppInstaller package This is a powerful method of configuring the capabilities and equipment of a virtual IPP queue.

This works only for Toshiba V4 printer driver!

Click to [change] to start the procedure for creating a printer property template.

Manage printer's properties template file
How to export printer's properties Setup printer's properties. Enter printer's name in the field below. Copy the resulting command and execute it in powershell. \$(Get-PrinterProperty -PrinterName "Printer's Name"" -PropertyName "ToshibaPrinterProperties").Value > printer_properties.txt [copy to clipboard]
Upload printer's properties file Datei auswählen Keine ausgewählt [Upload]
Download current printer's properties template file
[Download]
Delete current printer's properties template file
[Delete]
Close

On your workstation install a printer using the Toshiba V4 driver and modify it's configuration. All the settings stored at **Device Settings** will be included to the property file.

별 IntuneDistribut Print Preferences	×		
C g Quality Watermark Overlay Others About	> ¢ ?		
Preview Device User name (Alias) A4 ds 100% Device Settin	gs 首 Toshiba Device Console - IntuneDist	rībut	×
	C Device Drawer	Custom Paper Size SNMP Acc	coun > 🌣 ?
	Model Selection	Drawers	
Toner Save	Universal	V Drawer 1,2 & LCF	~
Do not Print Blank Pages		External LCF	
SNMP Communication in Printing		External LCF	~
	A4	Automatic Duplexin	
	A4	Installed	~
	Update Automatically	Finisher	
	Update Now	Saddle Stitch Finishe	r (2 Trays & 1 Fi 🗸
		Hole Punch Unit	~
			~
Restore Defaults OK Cancel		Inserter Unit Not Installed	~
		Harddisk	
		Installed	~
	Restore Defaults	GK Can	icel Help
	Restore Delauits		neip-

Then enter the printer name into the corresponding filed in the Manage printer properties template dialogue. This will generate the PS command line. Copy the PS command line to clipboard, run Power Shell and execute the command.

How to export printer's properties		
Setup printer's properties. Enter printer's name in the field below. Copy t	he resulting command and execute it in powershell.	
<pre>\$(Get-PrinterProperty -PrinterName Printer's Name -Pro [copy to clipboard]</pre>	<pre>pertyName "ToshibaPrinterProperties").Value > printer_properties.</pre>	txt
Windows PowerShell	— 🗆	0
:\> \$(Get-PrinterProperty -PrinterName "Toshiba V4" -Pro	 opertyName "ToshibaPrinterProperties").Value > printer	
:\> \$(Get-PrinterProperty -PrinterName "Toshiba V4" -Pro	- 🗆	
:\> \$(Get-PrinterProperty -PrinterName "Toshiba V4" -Pro	<pre>- - - </pre>	
:\> \$(Get-PrinterProperty -PrinterName "Toshiba V4" -Pro	 ppertyName "ToshibaPrinterProperties").Value > printer_	
'WindowsPowerShell Z:\> \$(Get-PrinterProperty -PrinterName "Toshiba V4" -Pr s.txt		prope

This will now generate the file printer_properties.txt.

You can now upload this file to e-FOLLOW

Manage printer's properties template file	"AutoDuplexingUnit": "True", "BlackFreeMode": "False", "BoldValue": "0.017",
How to export printer's properties Setup printer's properties. Enter printer's name in the field below. Copy the resulting command and execute it in powershel \$(Get-PrinterProperty -PrinterName "Printer's Name") -PropertyName "ToshibaPrinterProperties").Value > [copy to clipboard] Upload printer's properties file [Datei auswählen Keine ausgewählt [Upload] Download current printer's properties template file [Download]	"Bypass_Attribute": "None", "Bypass_PaperSize": "Automatic", "Bypass_PaperType": "Plain", "CakePassID": "", "CaspianAge": "None", "CoinController": "False", "ConfigureTabSupport": "False", "ConfigureTabSupport": "False", "CustomDrawerl_PaperSizeHight": "1", "CustomDrawerl_PaperSizeHight": "1", "CustomDrawerl_PaperSizeHight": "1", "CustomDrawerl_PaperSizeHight": "1", "CustomDrawer2_PaperSizeHight": "1", "CustomDrawer2_PaperSizeHight": "1", "CustomDrawer2_PaperSizeHight": "1", "CustomDrawer2_PaperSizeHight": "1", "CustomDrawer2_PaperSizeHight": "1", "CustomDrawer2_PaperSizeHight": "1", "CustomDrawer2_PaperSizeHight": "1", "CustomDrawer2_PaperSizeHight": "1", "CustomDrawer3_PaperSizeHight":
Delete current printer's properties template file [Delete]	
	Close

{

Include personalized token in URL

Use this option to add a user-specific token to the IPP-printer URLs.

It should only be disabled if multiple users are using the same PC and if you can make sure that the username of the currently logged in user is added correctly to the print job PJL-header.

9.4.2.1.6 Microsoft Login

Domains with Microsoft Login enabled

Here all Entra ID domains are listed, where Microsoft Login is enabled.

Only Operator and Microsoft Login is allowed

If this option is active, the input fields for username and password are not longer available at the User Portal login screen.



9.4.2.1.7 Self-assignment / registration

FOLLOW			\# ` ■C
	Username:	1	
	Password:		۲
		[Microsoft login] [Create account]	Log in
Version: 5.5.0 RC01			EN V

Allow self-registration

If enabled users can self-register an internal account to e-FOLLOW.cloud. An appropriate link will be shown on the User Portal login page.

Allow E-Mail self-assignment

If enabled the users may add additional E-Mails to their account. This will allow the user to send print jobs by from other mail accounts.

Allow Alias self-assignment

If enabled the users may add additional Aliases to their account. This will allow the user to send print jobs under another user context (e.g. from SAP)

Accounting-Mode

Here you can define the accounting mode for users, that have self-registered to e-FOLLOW.cloud.

Self assignment		
Allow self-registration		Ο
Allow email self assignment		
Accounting	Quotas	~
Allow password reset for internal users		
Validity time of the password reset email (in minutes)		5

Allow to change password for internal users

If enabled internal users (not synchronized with a directory service) are allowed to change their password.

This can also be important for users that have been created automatically - e.g. by sending a job via email. In this case the password is initially blank and can be set by the user themselves.

Allow password reset for internal users

If enabled internal users will see a [Forgot Password?] link in case the password they entered was wrong.

An email to reset the password is sent to the user. The reset Link in this mail must be used before the **Validity time of the password reset** time expires.

9.4.2.1.8 Print Job List

This option will enable/disable the print job list in the user portal.

Currently the user will have the option to preview the job, to delete the job or to reassign it to another user.

Ingo Pfeiffer	TOSHIBA	Name: Date: Pages:	erator	oft Word - e-FOLLOW.cloud-Op _Manual_EN_5.5.0.docx /2023 12:02:22 PM
RINT History Print jobs Upload	Operator Manual	Copies: Format: Color:	1 A4 🕑	
Install Printers ACCOUNT Settings Permissions Logout	44513 - MA	Change user:		ingo.pfelffer@control-syste
	1 / 189			

Allow users to reassign their jobs to other users

If enabled users will see the option to change the ownership of their own jobs in the print job list.

To assign a job to another user the 'recipient' needs to allow that users can assign jobs to him. If disabled he will not be selectable for other users.



Once a job has been assigned to another user the 'original' user has no access to this job anymore.

Ingo Pfeiffer	Pin: 31	Gene	rate new pin
	Other users can assign their	print jobs to me:	•
PRINT	Quetu		
History Print jobs	Quota: Total quota	981	
Upload	Color quota	100	
TOOLS	Print quota	Unlimited	
Install Printers	Copy quota	Unlimited	
ACCOUNT Settings	Scan quota	Unlimited	
Permissions	Fax quota	Unlimited	
Logout	Print all jobs immediately at	fter logging in (Quickprint)	
	Current language:	EN	×

9.4.2.1.9 Show permissions menu

₩ • • • •

This option will enable / disable the user's permission table in the UserPortal

- FOLLOW cloud				
	Copy jobs		Color	
Ingo Pfeiffer	Print jobs		Store to local storage	
RINT	Print management	 ✓< ▲ 	Store to USB device	
History Print jobs	RemoteScan/WSScan (Pull)	 ✓ ▲ 	Send email	 ✓ ▲
Upload	Internetfax sending	 ✓ ▲ 	Store to remote server	 ✓ ▲
OOLS Install Printers	Fax transmission		WS Scan(Push)	 ✓ ▲
CCOUNT Settings Permissions	Fax received	 ✓ ▲ 	e-filing access	 ✓ ▲
Logout				

9.4.2.2 PopUp settings

			遼 🕥 🕻 Logout
Cloud	User portal	Popup activated for User portal	
MANAGEMENT		Unknown users	
User list	Рорир	Unknown users's profile	None 🗸
Departments Permissions	IppInstaller	Create unknown users automatically, when they \log in by $PopUp$ for the first time	
Projects Domains	Local Print Module	Download: e-FOLLOW PopUp.exe (version: 2.6.1)	
DEVICES Virtual Queues	Chrome Extension	e-FOLLOW PopUp Configuration (from version 2.6.0 this configuration will automatically be integrated into PopUp.exe. For more configuration options, see the documentation.)	to file e-FOLLOW
Toshiba		Configuration:	
Toshiba eSF		-ip=popup-cs-test.test.e-follow.cloud -port=443	
Mobile print			
REPORT			
Reports			
SETTINGS			
General			
User portal & User tools			
Dashboard			
Schedules			
Rules			
Reader profiles			
Version 5.7.0.0004			
Version: 5.7.0 RC01			

Unknown users

Here you can define the behaviour of PopUp if a job from an unknown user is received by e-FOLLOW.cloud

Unknown users' profile

Here you can define what type of PopUp shall be used for unknown users.

Create unknown users automatically when they login by PopUp for the first time

If enabled an unknown user that authenticates himself via e-FOLLOW.cloud PopUp will be automatically added to the e-FOLLOW.cloud database.

Download

At the download section you can download the e-FOLLOW PopUp.exe with integrated configuration. You can also see and modify the configuration. Every time when you download e-FOLLOW PopUp.exe the current configuration will be integrated.

More information about the configuration option can be fould at chapter:

8.4.5 Executing the e-FOLLOW client PopUp

9.4.2.3 IppInstaller

Here you can generated preconfigured IppInstallers for all Virtual queues.



Installation type EXE with configuration

If selected IppInstaller.exe with included configuration (metadata info of the file) can be downloaded. When this executable is started it will automatically download all necessary files and install the IPP printer.

Installation helper as ZIP archive

If selected a Archive (.zip) can be downloaded. This archive will contain all necessary files to install the IPP printer.

Installation helper as MSI installer

If selected a Windows Installer (.msi) can be downloaded. This installer contains all necessary files and will install the IPP printer. When the user uninstalls it, also the IPP printer will be uninstalled.

Installation helper silent mode

This option will turn on silent mode for all installation helpers.

Printer driver

Here you can select the default printer driver that will be chosen for building the lppInstaller packages.

Printer properties

Here you can select if the printer properties file should be included to the IppInstaller package. More informations about the printer properties can be found here: 9.4.2.1.5 Include printer properties template with IppInstaller package

User (for personalized installer)

If a user is selected, a personalized IppInstaller package for this user can be downloaded. In this case the IPP Url will contain informations about the user. When the field is empty the IppInstaller package with default IPP Url can be downloaded.

It is also possible to create an IppInstaller package mHere you will find an IppInstaller ZIP archive to create your own installer.

Download: IppInstaller.zip (version: 2.0.0)

9.4.2.4 Local Print Module

The e-FOLLOW.cloud Local Print Module will enable local print spooling on Client-PCs. It also will automatically create the needed local printer(s).



The Local Print Module is not enabled by default. It is an optional module, which can be purchased.

\frown				⊕ ◯ 🗩 🕻
	User portal	Allows loca Only one e	tion for Local Print Module: I print spooling on client PCs and will also install the -FOLLOW Client may be installed per Client-PC.	
User list	Рорир	You can fin Client.	d more information about this in the Operator Manu	al under User portal & User tools ->
Departments				[Add new configuration]
Permissions	IppInstaller		Virtual queues	Download
Projects			client_test	
Domains	Local Print Module	Ô		[Generate and download MSI] Configuration ID: 001
VICES			[+] [-] [Configure]	Comgaration ID: 001
Virtual Queues	Chrome Extension			
Toshiba			e-follow.cloud	
Toshiba eSF		Ē		[Generate and download MSI] Configuration ID: 002
Mobile print			[+] [-] [Configure]	
			e-follow.cloud	
PORT			e-tonow.cloud	[Generate and download MSI]
Reports		Ē		Configuration ID: 003
TTINGS			[+] [-] [Configure]	
General			ipp	
User portal &		-	-follow.cloud IPP-Queue	[Generate and download MSI]
User tools		Ē	ipp_cs_test	Configuration ID: 004
Dashboard			[+] [-] [Configure]	
Schedules		Local Prin	t Module expert settings	
Rules		Locar Phin	r moune expert settings	· · · · · · · · · · · · · · · · · · ·
Reader profiles				
Version: 5.7.0				

Many different configurations can be created by pressing [Add new configuration].

For each configuration a MSI installer can be downloaded. This MSI installer will be generated when you press download. It does contain the configuration, printer driver, printer properties and executable for the windows service.

Only one configuration can be installed on a Client-PC.

Everytime you make a change at the configuration settings and generate and download the MSI installer, the version number of the installer will be increased. This is necessary in order to carry out upgrades correctly.

On the Client-PC only a upgrade is allowed. Downgrade to a lower version number is not possible.



The MSI installer will install a windows service with the name: e-FOLLOW Local Print Module ... This windows service then will automatically install the local printer(s) with a raw printer port to IP address 127.0.0.1.

When the user prints one job to this printer, the print job will be stored encrypted on his PC and the job informations will be sent to the e-FOLLOW.cloud instance.

The windows service also starts polling to the e-FOLLOW.cloud instance for the next operations (delete job/release job).

These print jobs will now have the same functionality as every job in e-FOLLOW. In the management you only see the difference if you check the print job details:



Before releasing one Job (IPPS is used for this) the Client-PC checks if he can reach the MFP by IPPS. If there are any errors an message will be displayed on the MFP display. More details can be found at the dashboard of the management.

For the detailed settings you can select one or more queues and click on configure:

DEVICES Virtual Queues	Chrome Ex	<u> </u>	[+]	[-] [Configure]	[Generate and download Configuration ID: 001	
Toshiba			e-follow.cloud			
Queue	Local printer name		Printer driver		Include printer properties	Local print port
Queue e-follow.cloud		TOSHIBA V4 Print	Printer driver er Driver v10.70 x64	~	Include printer properties	Local print port

There you can set up the Local printer name. This will be the name of the printer which will be automatically installed on the Client-PC.

You can also select one of the default printer drivers. The printer properties are containing the printer settings for the TOSHIBA V4 printer driver.

New printer drivers and the printer properties are currently only configurable at SETTINGS→User portal & User tools→Userportal.

Because the windows service starts a local TCP listener for each printer the local printer port has to be unique.

The MSI installer is not signed with a digital signature. The digital signature is needed to deploy the MSI installer in a Windows Active Directory environment.

To digitally sign the installer, send a request to support@control-systems.de with a download link (e.g. wetransfer.com) to the MSI installer.

Alternatively, you can check this setting in the properties of the downloaded MSI installer:

🖟 Client_ipp_	local-ipp_d0c3b13d-4a49-4638-b98a-bb690 ×
Custom General	Details Previous Versions Compatibility Security
1	c3b13d-4a49-4638-b98a-bb690318a904_0.9.2.msi
Type of file:	Windows Installer Package (.msi)
Opens with:	🛃 Windows®installer Qhange
Location:	C:\Users\ds\Desktop
Size:	73.3 MB (76,894,208 bytes)
Size on disk:	73.3 MB (76,898,304 bytes)
Created:	Friday, November 3, 2023, 11:44:21 AM
Modified:	Friday, November 3, 2023, 11:44:22 AM
Accessed:	Today, November 3, 2023, 11:44:22 AM
Attributes:	<u>R</u> ead-only <u>H</u> idden <u>Ad</u> vanced
Security:	This file came from another computer and might be blocked to help protect this computer.
	OK Cancel <u>A</u> pply

The Local Print Module Expert Settings are the same settings as the Expert Settings for the PrinterManager. These settings may only be changed in consultation with the support team.

These parameters may only be changed in comm default value is in the brackets.	unication with support. The
ClientAnalysePostScript (true)	
ClientAnalysePostScriptBytesRead (1048576)	1048576
ClientAnalyzePdfAfterConvert (true)	
ClientDebugIppPrint (false)	0
ClientDebugParse (0)	0
ClientDebugPrintJobAnalysis (false)	0
ClientDebugRawPrint (false)	0
ClientHttpTimeout (240000)	240000
ClientIppsPrintingTimeout (1800000)	1800000
ClientIppsTestTimeout (10000)	10000
IppsUrlTemplate (https://{0}/print)	https://{0}/print
IppUrlTemplate (http://{0}/print)	http://{0}/print
ClientLocalPrinterPortStart (9100)	9100
ClientOnlyAllowPclAndPS (false)	C
ClientParseBufferSize (262144)	262144
ClientParseTimeLimit (300000)	300000
ClientPclXIDeepAnalysis (true)	
ClientPclXlFastAnalysis (true)	
ClientPrintingType	IPPS V
ClientPrintingUseHostname (true)	
ClientProjectCodeFromPjl	
ClientRawPrintBufferSize (524288)	524288

9.4.2.5 Chrome Extension

With the e-FOLLOW Print Chrome Extension you can easily distribute e-FOLLOW queue to users which are using Google Chrome browser or working on a Chrome Book.

It can be retrieved from the Chrome Web Store or directly from this URL: <u>https://chromewebstore.google.com/detail/e-follow-print/fjpnapffembidnjnpnicglbfadococcp</u> Or click on the link at SETTINGS→User portal & User tools→Chrome Extension.

achrome web store	Q Erweiterungen und Designs suchen	:	000 000 000
Discover Erweiterungen Designs			
C e-FOLLOW Print	Aus Chrome	entfernen	
Erweiterung Workflow & Planung 7 Nutzer			

After installing the extension it will show it's options dialog. When you are using it outside a Google Workspace or the admin hasn't set the policy for the extension you have to enter the UID (for e-FOLLOW.cloud) or Hostname (for e-FOLLOW).

At the Main page of the extension you can access you PIN-Code for login at Toshiba devices.

* • 5	* • 5
e-FOLLOW Print Options V1.0.0	e-FOLLOW Print V1.0.0
UID/Hostname cs-test Submit	PIN-Code for login at Toshiba devices ***
Send notifications?	Options
Reload extension (can fix some issues) Reload	
Main page	

The e-FOLLOW queues then will be shown additional to the other available printers when the user selects a printer.



Configuration:

\frown			帝 🕥 🕻 Logo
e Follow cloud	User portal	URL to e-FOLLOW Print Extension: https://chrome.google.com/webstore/detail/fipnapffembidninpn	
MANAGEMENT User list	Рорир	Configuration without Google Workspace	ingibiadococcp
Departments		1. Install the extension	
Permissions	IppInstaller	2. Enter next value to "UID/Hostname" field:	[copy]
Projects		C3-test.test	[copy]
Domains	Local Print Module	Configuration for Google Workspace 1. Sign in to your Google Workspace Admin Console 2. From the Admin console Home page, go to Devices > Chrom	ne
DEVICES	Chrome Extension	 Click Apps & extension, then Users & browsers If the extension e-FOLLOW Print is not installed, then install 	it.
Virtual Queues		Extension ID:	
Toshiba		fjpnapffembidnjnpnicglbfadococcp	[copy]
Toshiba eSF		 Choose e-FOLLOW Print extension The following permissions must be allowed: "Identity", "Noti 	fications", "Printers", "Storage",
Mobile print		"Web requests" 7. Enter this JSON string as policy:	
REPORT		Policy for extension:	
Reports			[copy]
Reports		<pre>{"token":{"Value":"b1bea4bb-30d6-46e9-8f82- 9d192458881c"},"uid":{"Value":"cs-test.test"}}</pre>	[save to file]
ETTINGS		Subcrobble), and if value i co-cesencese),	[save as registry value]
General			
User portal & User tools		IPP-Queues, which will be installed as printers:	e-follow.cloud ipp chrome_ipp
Dashboard			[+] [-]
Schedules		Default color mode:	Color 🗸
Rules		Default color mode:	Color
Reader profiles		Default duplex mode:	Book 🗸
		Additional print settings and restrictions are available in Google Workspace:	Google Workspace
		Default paper format:	A4 🗸
		Create users automatically from Google Workspace as internal user:	
Version: 5.7.0	l		

Configuration without Google Workspace

First the users have to install the extension and then they have to enter the shown value at UID/Hostname at the Options screen of the Chrome Extension.

Adminstrators in a Window Domain can also deploy the registry value from the "Policy for extension" to the users. Then they don't have to enter UID/Hostname at the Options screen of the Chrome Extension.

Configuration for Google Workspace

When the users are organized in a Google Workspace the e-FOLLOW Print Chrome Extension can be installed and configured automatically.

When you want to distribute the Extension to the users for your Google Workspace you need to execute the following steps.

Login to you Google Workspace Admin Console and go to Devices→Chrome→Apps & extensions→Users and Browsers

= 🔿 Admin	Q Search for users, groups or settings	
PINNED	Devices > Chrome > Apps & extensions	
Printers 🙀 Print servers	Apps & Extensions	C
Overview X		C
Home	Users	~
Dashboard	Groups	~
Directory	Organizational Units	^
✓ □ Devices	Search for organizational units	
Overview	Control Systems	
- Chrome		
Setup guide		
Devices		
Managed browsers		
Settings		
Apps & extensions		
Connectors		
Printers		
- Doposto		

Then search for the Extension in the Google Web Store by name "e-FOLLOW Print"

or add it by ID: fjpnapffembidnjnpnicglbfadococcp



= 🔿 Admin	Q Search for users, groups or	settings	3				Ļ	8	?		A
PINNED	Devices > Chrome > Apps & exten	sions									
Printers 😽	Anno 9 Extensions		Overview	N		Users & browsers	Kiosks	R	eques	s	
Print servers	Apps & Extensions	\mathbf{C}	Play Store Allow all	Chrome Web Store		DDITIONAL	e-FOLLOW Print	1	ī C	t,	×
Overview 😽	Users	~	apps, admin	Allow all apps,		SETTINGS	Installation policy				
Dashboard	Groups	~	manages blocklist	manages admin blocklist manages blocklist			Force install + pin to browser toolbar -				
Directory	Organizational Units	^	+ Search o	or add a filter			Locally added				
Devices	Search for organizational units	_	Арр			Installation p	Version pinning The version pinning is not supported for th	ie Chrom	0 200 0		
Overview				OW Print		Force insta	extension		e app o	•	
Setup quide			🕑 🎯 fjpna	pffembidnjnpnic	glbfadoc	осср	Chrome Web Store options				
Devices							Include in Chrome Web Store collection Inherited from Google default			\bigcirc	•
Managed browsers							Permissions and URL access				
Settings							Customize permissions for this app/ex	tension .	✓ CU:	стом	IZE

After adding the e-FOLLOW Print extension click on Customize permissions for this app/extension

Then select "If the extension uses a permission that is not selected, block users from installing or using it." and check Identity, Storage, Web requests, Notifications and Printers.

X	Block Extension			olocku	users from installing or	using	it					
	If the extension uses one of the selected permissions, block users from installing or using it. If the extension uses a permission that is not selected, block users from installing or using it.											
	Alarms		Audio capture		Certificate provider		Clipboard read		Clipboard write		Context menus	
	Cookies		Desktop capture		Document scan		Enterprise device attributes		Experimental APIs		Fullscreen apps	
	File browser handler		File system		File system provider		HID		Override fullscreen escape		Detect idle	
	Identity		Google Cloud Messaging		Geo location		Media galleries		Native messaging		Captive portal authenticator	
	Power		Notifications	 Image: A start of the start of	Printers		Serial		Set proxy		Platform keys	
	Storage		Sync file system		CPU metadata		Memory metadata		Network metadata		Display metadata	
	Storage metadata		Text to speech		Unlimited storage		USB		Video capture		VPN provider	
	Web requests		Block web requests									
												DONE

Then select the extension e-FOLLOW Print and set **the Installation policy** (e.g.: Force install + pin to browser toolbar). Also set the **Policy for the extension** with the JSON value from the e-FOLLOW management.

The token from the Policy will e-FOLLOW allow to detect, if the user is from the Google Workspace or not. The uid is used to select the correct e-FOLLOW.cloud instance.

Overview	Users & browsers		Kiosks	Requests		
Play Store Block all apps, admin manages allowlist	Chrome Web Store Allow all apps, admin manages blocklist	ADDITIONAL SETTINGS	e-FOLLOW Print	Î	ţ,	×
+ Search or add a filter			Installation policy			
Арр	Installation policy Version	pinning	Force install + pin to browser toolbar 👻			
e-FOLLOW Print	Force install + pin to browser toolbar		Version pinning			
			The version pinning is not supported for this Cl	hrome app or extens	ion	
			Chrome Web Store options			
			Include in Chrome Web Store collection Inherited from Google default		\bigcirc	
			Permissions and URL access			
			Customize permissions for this app/extension	ion 👻 CU	ISTOMIZ	ZE
			Blocked hosts			
			One per line. Maximum of 100 URLs.			-
			Allowed hosts			
			One per line; allowed hosts override blocked hosts.	Maximum of 100 URL	S.	_
			Locally applied 🔻		_	
			Policy for extensions {"uid":{"Value":"cs-ds00.test"},"token":{"\	Value""16a2b24		
			{ uid .{ value : cs-usoo.test }, token .{ d1ad-4db1-a020-ebdcfe51d43e"}}	value. 10ezD24		

e-FOLLOW Management Settings:

IPP-Queue, which will be installed as printers

Select here the queues, which should appear as printers in Google Chrome.

Default color mode

Choose here if "Color" or "Black and White" should be the default color mode.

Default duplex mode

Choose here the default duplex mode for printing.

Additional print settings and restrictions are available in Google Workspace

If you are using the Google Workspace you can set here additional settings and restrictions. For example you can here restrict color printing or restrict duplex mode. Just click on the setting to change it.

0	Admin Q s	earch for	users, groups or setti	ngs		Ļ	8	0 :	0
	Settings		iser & browser settings	Device setti		naged gue		on setting	
	Organizational Units	٥	Printing 🛈 Setting	Configuration	Inheritance	Supp	oorted o	n	
	 Control Systems 		Printing	Enable printing	Google default		9 ×	i05	
			Print preview	Allow using print preview	Google default		9 🚈	i05	
			Deprecated privet printing	Disable deprecated privet printing	Google default		9 🚈	i05	
			Print preview default	4 sub settings	Google default		Ø 🛎	i05	
			Printer management	Allow users to add new printers	Google default		9 🗡	i05	
			Default color printing mode	Color	Google default		9 🛎	i05	
			Restrict color printing mode	Do not restrict color printing mode	Google default		9 🗡	i05	
			Default page sides	One-sided	Google default		9 ×	i05	
		ſ	Restrict page sides	Do not restrict duplex printing mode	Google default		9 🗡	i05	

Default paper format

Default paper format for the printers

Create users automatically from Google Workspace as internal user Create users automatically from outside Google Workspace as internal user Here you can allow or deny the automatical user creation for Google Workspace users or users outside the Google Workspace.

At the Default user settings or Default user settings outside Google Workspace you can set the default

values for new users. For more details about the default user values see: 9.1.7.6 Domains - Default user Delete users automatically:

Additionally you can setup that users will be automatically deleted, when they have no print jobs in a virtual queue.

Delete users automatically even if they have jobs:

Use this setting ff the users should be deleted even when they still have jobs in a virtual queue.

If the Google e-mail address of the user is not know at e-FOLLOW, printing with the Chrome Extension is not possible. Therefore the users autocreation has to be enabled or a user with the Google e-mail address as login name or e-mail address must already exist in e-FOLLOW.

Multi-Users

Here you can set up users, which are usually used by many individuals like "guest or student".

When you now login with a Multi-User account on new Chromebook or Chrome browser a copy of the original Multi-User will be created. The copy of the Multi-User account will have "__xxxxx" added to the login name, where "xxxxx" stands for random characters. Also the copied user will get a new random PIN.

At the user list these users are shown in this way:



When you delete the original Multi-User account also the copied Multi-User accounts will be deleted.

PIN length: Set here the length of the PIN für copied Multi-Users.

Account jobs of the copied Multi-Users to the Multi-User template account: Use this setting if the job accounting should be assigned to the Multi-User template instead of the Multi-User copy.

Delete users automatically:

Additionally you can setup that Multi-Users copies will be automatically deleted, when they have no print jobs in a virtual queue.

Delete users automatically even if they have jobs:

Use this setting ff the Multi-Users copies should be deleted even when they still have jobs in a virtual queue.

9.4.3 Dashboard

The e-FOLLOW.cloud Dashboard is the central point of information.

9.4.3.1 Top Usage

The Top Usage section provides an overview of the monthly printed pages and uploaded file sizes.

		*)■€
er FOLLOW cloud	Top Usage	Usage overview
MANAGEMENT		Monthly Printed Pages Overview
User list	Event Log	1021098
Departments		918988
Permissions	Device warnings	816878
Projects		714769
Domains		612659
		.510549
DEVICES		408439
Virtual Queues		306329
Toshiba		.204220
Toshiba eSF		102110
Mobile print		
REPORT		042524 0575234 0575234 0575234 0575234 0575234 0575234 0575234 0575234 0575235
Reports		Pages
Reports		rages
ETTINGS		
General		
User portal &		Monthly Overview of Uploaded File Sizes
User tools		17768
Dashboard		.15991
Schedules		_14214
Rules		12438
Reader profiles		_10661
		.8884
		.5330
		3554

When you scroll down, you can view more details on top usage by user or device. e-FOLLOW.cloud has a fair use limit for file uploads. At the bottom of the page, you can check if you are likely to exceed this limit.

cloud						
	Top Usage	Usage by User/Device				
AGEMENT		Time period This month 💙				
Iser list	Event Log	Printed pages per user	Upload per user (MB)	Printed pages per device		
epartments		Q Search	Q Search	Q Search		
ermissions	Device warnings					
rojects		Jonathan Steele (Jonatha 12471	Kenneth Sutton (Kenneth 199.17	192.168.1.102 54647		
omains		Elizabeth Hawkins (Elizab 12015	Jeremy Sharpe (Jeremy 196.01	192.168.1.104 53568		
CES		Danielle Bowden (Daniell 11807	Megan Goldstein (Megan 194.48	192.168.1.105 53353		
irtual Queues		Kevin Johnston (Kevin Jo	Robert Raynor (Robert.R	192.168.1.106		
oshiba		11512	194.24	53253		
oshiba eSF		Kenneth Sutton (Kenneth 11478	Rebecca Proctor (Rebecc 193.62	192.168.1.108 52287		
obile print		James McNamara (James 11414	Shannon Chandler (Shan 193.24	192.168.1.110 51548		
RT		Andrew Desai (Andrew.D 11410	Daniel Wagner (Daniel.W 192.98	192.168.1.118 51434		
eports		Samantha Case (Samant 11397	Elizabeth Hawkins (Elizab 192.81	192.168.1.109 51326		
INGS		Shannon Chandler (Shan	James McNamara (James 192.55	192.168.1.115 51306		
eneral		Megan Goldstein (Megan	Angela Eason (Angela.Ea	192.168.1.113		
iser portal & iser tools		11284	192.23	51236		
ashboard		[«] [<] [>] [»]	[«] [<] [>] [»]	[«] [<] [>] [»]		
chedules		Page: 1 💙	Page: 1 💙	Page: 1 💙		
ules leader profiles		Total upload included for time period 13.01.2025 - 31.01.2026 : 450 GB				

9.4.3.2 Event Log



The Event Log shows the current status of activities by showing a list of messages.

Use the buttons on the top of the list to filter the list by message types [info], [warning] or [error].

If [Refresh:On] is active, the list will be auto-updated by new events.

[Clear log] will clear the current list.

9.4.3.3 Device Warnings

Here an overview of the devices that at current are unavailable (offline) or that show any errors or warnings.

FOLLOW			🕸 🕞 🕻 Logout
cloud	Top Usage	103 Empty drawers: Drawer 1,Large Capacity Feeder (left)	112 Low paper level for drawers: Drawer 2,Drawer 3
User list Departments	Event Log	Low paper level for drawers: Drawer 2	
Permissions Projects Domains	Device warnings	116 Offline (last online: 1/28/2025 3:03:32 PM)	7017821101YKD Offline (last online: 1/28/2025 4:30:58 PM) Yellow toner is empty
DEVICES Virtual Queues			Magenta toner is empty Cyan toner is empty
Toshiba Toshiba eSF			
Mobile print			
Reports			
General User portal &			
User tools Dashboard Schedules			
Rules Reader profiles			
Version: 5.7.3			

Clicking to one device will directly switch to the corresponding device showing more details regarding the warning/errors.
9.4.4 Schedules

A lot of tasks In e-FOLLOW.cloud can be performed automatically. e-FOLLOW.cloud provides a powerful schedule tool for defining and planning the execution of these tasks.

	泰 🗇 🕻 🛛 Logout
Cloud	ADD REMOVE
MANAGEMENT User list Departments Permissions Projects	dbbackup [1] remID Description: report [change] Activated: Image: Compare the second seco
Domains DEVICES	synch_aad Repeat every: years months days hours
Virtual Queues Toshiba Toshiba eSF	0 0 1 0 [Execute now]
Mobile print REPORT	Task type: "Synchronization" [3] Domain: [show domain settings]
Reports SETTINGS General	Add new user
User portal & User tools Dashboard	PIN length 3 Send generated PIN to user
Schedules Rules Reader profiles	Synchronize user's alias
Version: 5.5.0 RC01	Remove existing aliases

[1] Task list

The task list can hold an unlimited number of scheduled tasks. Click to **ADD** to create a new task or click to **DELETE** to remove an existing task from the list.

When adding a new task, you need to enter a task name and the type of the task. It is also recommended to enter a short description.

[2] Schedule

The schedule section defines when a task is executed. Select the date and time for the next (fist) execution. Then select the repetition options.

[3] Task details

This section describes the details of the scheduled task.

Create new s	scheduler task	×				
Enter a name and choose the type for the task						
Task name	*					
Description						
Task type	Synchronization 🗸					
	Synchronization Report creation					
	Export transactions to SQL					
User quota change						
Department quota change Device quota change						
	Remove Card Ids					

9.4.4.1 Synchronization

This will automatically synchronize the e-FOLLOW.cloud user database and the domain.

You can select if new users shall be added and/or what data shall be updated if they have changed in the domain.

If new users are added to the database a random Login PIN can be created and sent to the new users email address.

Task type: "Synchronization"			
Domain:	[show domain settings]	CSAAD	~
Add new user			
Generate random PIN for new users			
PIN length			3
Send generated PIN to user by email			
Synchronize user's alias			
Limit and shorten alias to allowed characters for windows login			
Remove existing aliases before Import			
Synchronize user's display name			
Synchronize user's e-mail address			
Synchronize user's home directory			
Synchronize user's department			
Synchronize user's card ID			
Synchronize user's login-PIN			

9.4.4.2 Report creation

This task will automatically create a report and send it as an attachment via e-mail.

Here you can select the type of the report that shall be scheduled. Select the sorting order and the file type.

Task type: "Repor	t creation"		
Send report to all users	?		
Recipient e-mail address	0		[show details]
Report:		User - summary	✓ [show report]
File type			.pdf ○.csv

If you like to automatically receive reports like "last

month device summary" or "Ytd total of department X" it is recommended to create a custom report first and have this scheduled here.

9.4.4.3 Export transactions to MS SQL

This task will export the transaction data (user's copy-, print-, scan- and fax-activities) to an external SQL database.

[1] Enter the database details and credentials.

If allowed by SQL Server, you can also use Windows Authentication.

[Execute now] will run the task immediately.

Use the [**Test connection**] link to check if e-FOLLOW.cloud can establish a connect to the selected SQL-database.



[2] The table **e-FOLLOW.cloud_records** will be created by clicking to the [Create table] link.

If the table already exists it will be deleted (dropped) and created new.



e-FOLLOW.cloud remembers the records already exported to the MS SQL database. In case you need to export again all data – e.g. after recreating the table – you can reset the last export by clicking to [Reset last export]

A

In addition to the default reports the device's serial number, Model, Location and description are exported to the SQL database.



At current no other SQL databases than MS SQL are supported.

9.4.4.4 Change quota (user, department, device)

This task will automatically add or set quotas. Depending the task type quotas will be set for users, departments or e-BRIDGE X devices.

Select the type of quota (total, color, copy, print, fax, etc.), if it shall be set to an amount of pages or added to the current quota and finally the amount of pages.

Then select if this task shall be applied to all users or to individual users / departments / devices.

Ignore missed tasks:
Task type: "Quota change"
Add total quota 💙 500 Pages
For all users
O For users from list:

If you enable the switch **Ignore missed tasks** e-FOLLOW.cloud will not retry to execute tasks that could not be run at the scheduled time due to any reason.

9.4.4.5 Remove Card IDs

This task will remove the association of card IDs to user accounts. This may make sense if a set of 'one day' cards is emitted to users that have forgotten their personal card or if cards are replaced every X months/years.

Select if all card ID associations shall be removed or if only	
the card IDs from the below list shall be removed.	

Task type: "Remove Card Ids"		
○ Remove all card Ids		
Card Ids from list:		
1234		
	[+]	[-]

Use [+] and [-] to add or remove card IDs to / from the list.

9.4.5 Rules

e-FOLLOW.cloud provides a very convenient and powerful tool to apply rules for routing and converting of print jobs.

	🕸 🔵 🕻 Logout
FOLLOW	ADD REMOVE ACTIVATED: ON FINALIZE CHANGES 🕢
MANAGEMENT User list Departments Permissions Projects Domains	Q. Search force BW [change] Image: force BW Image: force BW Condition: Document name contains 'az22' Condition: Action: Convert to black&white [change] Notification: Applies to:
DEVICES Virtual Queues Toshiba Toshiba eSF Mobile print REPORT Reports SETTINGS General User portal & User tools Dashboard Schedules Rules Reader profiles	Vsers: Departments: [+] [-] [+] [-] [+] [-] [+] [-] [+] [-] [+] [-] [+] [-] [+] [-] [+] [-] [+] [-] [+] [-] [+] [-] [+] [-] [+] [-] [+] [-] [+] [-] [+] [-] [+] [-]
Version: 5.7.0	[Switch to editor]

This enables you to setup a very sophisticated rule based print management system.

Based on several conditions

Conditions		
Document name	Contains	
	Ends with	
	Starts with	
Pages #	Greater than	
	Less than	
File size	Greater than	
	Less than	
Paper format	Unknown, A3, A4, A5,	
Color print	Y/N	
Duplex	Y / N	
Application		

	Change condition				*
	Pages#	~	greater than	~	
	Document name				
	Pages#				
	File size		ancel]		
	Paper format		,		
-	Color print				
	Duplex				
	Application				

A specific action can be executed.

Actions	
Delete	-
Convert to	Black & White
	Duplex
	B&W + Duplex
Move to queue	[virtual queue]
Change user	[username]

Change action	
If the condition was met, following action will be i	nvoked for the job:
Convert to 💙	
Black & White 🖌	
Black & White	
Duplex [Cancel]	ок
B&W + Duplex	
Erasable Blue	
EB + Duplex	

You can define as many rules as you like. Use the arrows behind the rule name to change the order of execution.



If enabled a Notification is sent to the user if the job has been processed / modified due to this rule.

For each rule you can define if it is a 'general' rule or if It shall apply to specific users, departments or groups.

Notification:				•
Applies to:				
Users:			Depa	artments:
ALL		GF		
[+]	[-]		[+]	[-]
Queues/Printers:			Securit	y groups:
e-follow.cloud		ALL		
[+]	[-]		[+]	[-]
Entwicklung				
[+]	[-]			

To not disturb current printing of users you can switch off the e-FOLLOW.cloud rule system by clicking to the **ACTIVATED** button.

Once it's Off you can add or modify rules without taking effect on current printing.

When you have done any modifications on rules the FINALIZE CHANGES status changes to

FINALIZE CHANGES (]

				遼 🗇 🕻 Logo
Cloud	ADD REMOVE	ACTIVATED	: ON FINALIZE CHAN	iges 🚺
MANAGEMENT User list	Q Search		force BW [change]	Document name contains [change]
Departments	_			azzz
Permissions	move large	▼ ▲	Action:	Convert to black&white [change]
Projects			Notification:	
Domains				
DEVICES			Applies to:	
Virtual Queues			Users:	Departments:
Toshiba			ALL	GF
Toshiba eSF				
Mobile print				
			[+] [·	-] [+] [-]
REPORT				
Reports			Queues/Printers:	Security groups:
			e-follow.cloud	ALL
SETTINGS				
General				
User portal & User tools			[+] [·	-] [+] [-]
Dashboard				
Schedules			Entra ID groups:	
Rules			Entwicklung	
Reader profiles				
			[+] [-	-1
	[«] [<] [>] [»]		1
	Page: 1	×		
	[Switch to editor]			
Version: 5.7.0				

Clicking to FINALIZE CHANGES () will generate the script and save it to the database.

The FINALIZE CHANGES status is changing to (1).

e-FOLLOW.cloud is using the Python script language. By clicking to the [Switch to editor] link on the bottom you have direct access to the script editor.



Attention

any changes done inside the editor may lead to malfunction of the rules system. This editor is intended for administrators only being very familiar with the Python syntax.

i

ACTIVATED: ON SAVE SCRIPT
Python script:
<pre># coding=UTF-8 def runScript(job):</pre>
<pre>#Rule 1: force BW if "az22" in job.DocumentName.lower() and job.Department in ["GF"] and job.QueueName in ["e-follow.cloud"]: job.ConvertToBW("force BW", True)</pre>
<pre>#Rule 2: move large if job.Pages > 100: job.MoveTo("efollow-cs-test-0\\e-follow.cloud", "move large", False)</pre>
return job
[Switch back to assistant]

Make sure to activate the rules system by clicking to the **ACTIVATED** button before leaving this page.

9.4.6 Reader Profiles

				। ♦	Logou
	ADD REMOVE		Test string		
User list	8char	Skip at front	0		
Departments	test				
Permissions		Skip at end	0		
Projects		Characters to use	8		
Domains		Revert byte-by-byte			
		Convert	¥		
EVICES		Format	to UPPER 🗸		
Virtual Queues			COULT V		
Toshiba		Default profile for new devi			0
Toshiba eSF		Default profile for new devi	ces		
Mobile print					
EPORT		"			
Reports					
ETTINGS					
General					
User portal &					
User tools					
Dashboard					
Schedules					
Rules					
Reader profiles					
Version: 5.5.0 RC01					

Card reader profiles are used to modify the string read by a card reader.

This can be required if the UIDs of your cards are already stored in active directory. Depending how the IDs are read by the reader the IDs might need to be converted or reversed so they match.

To add a new profile click to [+].

You can enter a test string to directly check the impact of the current settings to the string.

You can use the *Test string* field to insert data and check if the conversion is working properly according the data that are required.

10 Using IppInstaller packages

From the UserPortal users have access to the Installer-packages of IPP queues.

FOLLOW				₩
	Туре	Name	Installer 📢	Details
Ingo Pfeiffer	IPP	e-follow.cloud	IppInstaller.exe Archiv (preconfigured) (.zip)	Show details
History Print jobs				
Upload				
OOLS				
Install Printers				
CCOUNT				
Settings				
Permissions				
Logout				

Any kind of IppInstaller must be run as administrator.

10.1 IppInstaller.exe (preconfigured)

After executing lppInstaller.exe (preconfigured) it will download all necessary files to a directory with the same name as the executable. Also a log file is generated, which can be sent to the support in case of problems.

$\leftrightarrow \rightarrow \checkmark \uparrow \checkmark \checkmark \lor D$	eser PC > Downloads			
 ✓ Schnellzugriff Desktop Downloads Dokumente Bilder 	 Name Heute (3) IppInstaller_ingo.pfeiffer@control-systems.de_IPP-Queue_TOSHIBA V4 Printer Driver v10: IppInstaller_ingo.pfeiffer@control-systems.de_IPP-Queue_TOSHIBA V4 Printer Driver v10: IppInstaller_ingo.pfeiffer@control-systems.de_IPP-Queue_TOSHIBA V4 Printer Driver v10: 	70 x64.exe 15.06.2023 18:09	Typ LOG-Datei Anwendung Dateiordner	Größe 1 100
e-FOLLOW IPP Prin Printer name:	PP-Queue			
	nttps://pp-cs-test.test.efollow.cloud:443/IP TOSHIBA V4 Printer			

It will also check if the printer name already exists and will force the user to user another printer name.

10.2 IppInstaller ZIP archive

The IppInstaller ZIP archive contains all files which are needed. The configuration is included as the file config.cfg. The user has to extract the ZIP archive and run the IppInstaller.exe.

Name	Größe	Gepackte Größe
driver	38 873 729	18 932 419
config.cfg	165	170
📧 lppInstaller.exe	101 376	36 485
🍘 printer_properties.txt	14 270	2 990

The IppInstaller is the same as mentioned above. It will also check for existing printer name and will also write a log file.

10.3 IppInstaller MSI installer

The MSI installer will install the IppInstaller to the desired location and will then execute the same IppInstaller as mentioned abve.

e-FOLLOW IPP Printer installer (e	alcome to the a FOLLOW IDE		tup —	×	
-	Destination Folder				
	Click Next to install to the default for				
The (e-		👘 e-FOLLOW	IPP Printer installer	(IPP-Queue) Setup	– 🗆 X
Car	Install e-FOLLOW IPP Printer installer		e-FOLLOW IPP Pi	rinter Installer v2.0.1	×
	C:\Program Files (x86)\e-FOLLOW I		Printer name: IPP server URL: Printer driver: Install certificate	IPP-Queue https://pp-cs-test.test.e-follow.cloud: TOSHIBA V4 Printer	ter
				Back Finish	Cancel

After the installation it can be uninstalled with the windows control panel. While uninstallation also the IPP printer will be removed.

0	Systemsteuerung\Alle Systemsteuerungselemente\Programme und Features								
←	Alle Systemsteuerung > Alle Systemsteuerungselemente > Programme und Features V O Programme und Features V O								
	Startseite der Systemsteuerung Installierte Updates anzeigen Wählen Sie ein Programm aus der Liste aus, und klicken Sie auf "Deinstallieren", "Ändern" oder "Reparieren", um es zu deinstallieren.								
•	Windows-Features aktivieren oder deaktivieren	·····, ····	,		,				
	Programm vom Netzwerk Organisieren 👻 Deinstallieren Ändern								
	Installieren Name Herausgeber Installiert am Größe Version								
		🕐 e-FOLLOW IPP Printer installer (IPP-Queue)	Control Systems GmbH & Co.KG	15.06.2023	16,7 MB	2.0.1			
_		e-FOLLOW IPP Printer installer (e-follow.cloud)	Control Systems GmbH & Co.KG	15.06.2023	16,7 MB	2.0.1			

11 Manual creation of IPP Printer-Installer

Beside of the autogenerated IppInstaller packages from the user-portal it is also possible to create an installer ZIP-archive manually. The package can be downloaded from the \rightarrow SETTINGS -> General \rightarrow Instructions & Configuration page.

Instructions &	Instruction to set up Toshiba e-BRIDGE Next devices	~
Configuration	Instruction to set up Toshiba eSF devices	✓
	Windows PopUp	~
Database / Support	IppInstaller	^
	Download:	
License information	IppInstaller.zip (version: 2.0.1)	



IppInstaller.exe must be executed as Administrator

There is also a silent version of IppInstaller, IppInstallerSilent.exe.

Before executing IppInstaller it needs to be customized for your specific needs.

€ e-FOLLOW IPP Printer Installer v2.0.1 ×					
Printer name:	IPP-Queue				
IPP server URL:	https://ipp-cs-test.test.e-follow.cloud:443/IP				
Printer driver:	TOSHIBA V4 Printer				
Install certificate					
🗹 Install printer driver					
	Install Printer				

IPP Installer consists of these components.

Name	Тур	Komprimierte Größe
driver	Dateiordner	
config.cfg	Configuration-Quelldatei	1 KB
📧 lppinstaller.exe	Anwendung	33 KB
IppInstallerSilent.exe	Anwendung	33 KB
🍘 ReadMe.txt	TXT-Datei	1 KB

IppInstaller.exe	the installer program
IppInstallerSilent.exe	The same installer program but with build in silent parameter
config.cfg	the configuration file for IppInstaller
driver	Subdirectory holding the printer driver for the IPP/IPPS Queue

This allows you to create individual IppInstaller-packages, suitable for your current requirements.

e.g.

- packages for each IPP/IPPS queue
- packages for IPP/IPPS queues to be installed on PCs running inside your local network
- packages for IPP/IPPS queues to be installed on PCs running outside your local network

11.1 IppInstaller config.cfg

IppInstaller can get its configuration from command line parameters or config.cfg. If you download IppInstaller from the user-portal the configuration is included to the .exe file. The configuration from config.cfg has priority over the included to .exe file configuration. And configuration by command line parameters has priority over config.cfg.

E.g. the config.cfg file for IppInstaller can look like this:

```
config.cfg - Editor -- C ×
Datei Bearbeiten Format Ansicht Hilfe
server=https://
name=e-follow.cloud
forceinstalldriver
readonlyserver
lang=en
```

Parameters (for command line and config.cfg):

debug	This will add more detailed information to the installer-log. It can be disabled by # or by removing it from the config.cfg file.
server= *	This defines the full URL of the IPP/IPPS printer to be installed. Make sure to enter the correct URL.
name=	shown name of the printer
silent	If enabled the installer will run in silent mode. It can be disabled by # or by removing it from the config.cfg file.
forcecertificate	If there is an .cer file in the certificate directory it will be forced to be installed. Not needed for e-FOLLOW.cloud
forceinstalldriver	If there is an driver in the driver directory it will be forced to be installed.
download_driver=	Download driver as ZIP archive from the given URL. The ZIP archive will be extracted at the start of IppInstaller.exe.
download_cert=	Download certificate from the given URL.
download_printer_properties=	Download printer properties file from the give URL. Explanation to get this file can be found at the e-FOLLOW.cloud Management→Settings→General→User Portal
readonlyserver	IPP Server URL is read only
readonlyname	Printer name is read only
lang=	Lanuage of IPP Installer. Currently available: de en
uninstall	Uninstall IppInstaller
uninstallall	Uninstall IppInstaller and remove printer



*) Make sure to use the correct URL.

[1] Select the IPP printer / virtual queue of your choice

[2] Click to 'Virtual IPP queue – IPP URLs'

[3] Copy the URL – external IPPS

MANAGEMENT User list Departments Permissions Projects Domains	efollow-vm-dev (172.16.0.4) Q. Search queue virtualQ (105 Jobs) test pp (33 Jobs)	7	erManager] [IPP Server Se irtual IPP queue [IPP URLs] us delets jobs that have not be SELECT REFRESH: ON Name \Leftrightarrow User Testseite um	[2] after 3 hours FILTER: OFF MODIFY	v 2022 7:19:12	
DEVICES [1] Virtual Queues Toshiba Toshiba eSF NetCardReader	1] Virtual Queues Toshiba Toshiba eSF	Printing via IP Click on the lir It only needs t	Microsoft Word selected queue PPS requires a client certificate. nk [IPP Server Settings] abov to be installed once for all printe of Certification Authorities for	re to download the certificate.	2022 5.22.02	×
Mobile print		External IPPS	S URL https://efollow-dev.gern	nanywestcentral.cloudapp.azure		сору и <mark>[1]3]</mark>)К

11.2 IppInstaller – driver

IppInstaller allows you to install any driver of your choice.

Copy the full content of the driver package to the driver folder.

Make sure the driver's .inf file is located in the root of	→ lppInstaller → driver → Ō	2
the\driver folder	Name	Änder
	🤗 esfбu.cat	05.02.
	🗟 eSf6u.dll	05.02.
	eSf6u.gpd	05.02.
	eSf6u.inf	05.02.
	🔊 eSf6u.ini	05.02.
	eSf6u.ver	05.02.
	eSf6u.xml	05.02.
	eSf6uaddprinter.dll	05.02.
	🚾 eSf6uaddprinter.zip	05.02.
	Sffubace dll	05.02

If there is a ZIP archive with the name **driver.zip** in the Ipp Installer root directory at start it will be extracted to the folder **driver**.

You can also specifiy one URL with **downloaddriver=** where **driver.zip** can be downloaded.



IppInstaller is optimized for Toshiba V4 Printer Driver and Toshiba Universal 2 printer driver.

11.3 Roll out IPP printer with group policy

In case you like to roll out an IPP/IPPS queue to clients via policy it is recommended to

- roll out the certificate to client's Trusted Root Certification Authorities
- place the IppInstaller-package on a Server that all clients have access to
- create a .batch file executing lppInstallerSilent.exe
- Add the batch to clients GPO startup script

12 Roll out IPP printer with Intune

Create a new empty folder with any name.

Name Date modified Type Size This folder is empty.	
This folder is empty.	
in a company	

Download IntuneWinAppUtil.exe to the created folder from the official resource.

← → ▲ Name ↓
Date modified lype Size
IntuneWinAppUtil.exe 14-Jun-23 2:51 PM Application 54 KB

Create there new empty subfolders with name "Input" and "Output".

← → ~ ↑ → This PC > Desktop > Intune > ✓ Č Name Date modified Type Size Input 14-Jun-23 5:01 PM File folder Output 14-Jun-23 5:01 PM File folder	File Home Share View				
Name Date modified Type Size Input 14-Jun-23 5:01 PM File folder	$\leftarrow \rightarrow \cdot \uparrow$ \rightarrow This PC > De	esktop > Intune >		~	, O Search Intune
	Name	Date modified	Туре	Size	
Output 14-Jun-23 5:01 PM File folder	Input	14-Jun-23 5:01 PM	File folder		
		14-Jun-23 5:01 PM	File folder		
IntuneWinAppUtil.exe 14-Jun-23 2:51 PM Application 54 KB	IntuneWinAppUtil.exe	14-Jun-23 2:51 PM	Application	54 KB	

Download **IppInstaller.zip** to any temporary place from e-FOLLOW Management -> Settings -> General -> Instructions & Configuration -> IppInstaller -> IppInstaller.zip.

Unpack the archive to "Input" folder.

\rightarrow \checkmark \uparrow \rightarrow This PC \rightarrow	Desktop > Intune > Input >		~ (ට 🔎 Search Input	
Name	Date modified	Туре	Size		
driver	13-Oct-20 1:01 PM	File folder			
config.cfg	14-Jun-23 2:55 PM	CFG File	1 KB		
🚱 lppinstaller.exe	14-Jun-23 4:24 PM	Application	99 KB		
Ġ IppInstallerSilent.exe	14-Jun-23 4:24 PM	Application	99 KB		
ReadMe.txt	14-Jun-23 2:55 PM	TXT File	1 KB		

Delete files from "Input" folder to keep "driver" folder and "IppInstallerSilent.exe" file:

- config.cfg
- IppInstaller.exe
- ReadMe.txt

File Home Share View				~ 😮
\leftarrow \rightarrow \checkmark \uparrow \square \rightarrow This PC \Rightarrow De	esktop > Intune > Input >		✓ ひ Search Input	
Name	Date modified	Туре	Size	
driver	13-Oct-20 1:01 PM	File folder		
🍓 lppInstallerSilent.exe	14-Jun-23 4:24 PM	Application	99 KB	

Download printer driver (for example from e-FOLLOW Management -> Settings -> General -> Printer Drivers with help of Download button) and put driver files with .inf to the "driver" folder.

$\cdot \rightarrow \cdot \uparrow \square$ > This PC > Des	ktop > Intune > Input > driv	er >	~	Č ,	
Name	Date modified	Туре	Size		
🥑 escбm.cat	19-May-22 8:29 AM	Security Catalog	67 KB		
🗟 eSc6m.dll	19-May-22 8:29 AM	Application exten	31 KB		
eSc6m.gpd	19-May-22 8:29 AM	GPD File	68 KB		
💼 eSc6m.inf	19-May-22 8:29 AM	Setup Information	24 KB		
eSc6m.ini	19-May-22 8:29 AM	INI File	1 KB		
eSc6m.ver	19-May-22 8:29 AM	VER File	1 KB		
eSc6m.xml	19-May-22 8:29 AM	XML File	4 KB		
eSc6m-constraints.js	19-May-22 8:29 AM	JS File	24 KB		
eSc6mdefpr.xml	19-May-22 8:29 AM	XML File	1 KB		
Sc6m-devmode.xml	19-May-22 8:29 AM	XML File	1 KB		
eSc6mdevSettings.xml	19-May-22 8:29 AM	XML File	6 KB		
🗟 eSc6mfwdsdk.dll	19-May-22 8:29 AM	Application exten	1,085 KB		
eSc6mfwsdk.js	19-May-22 8:29 AM	JS File	2 KB		
📧 eSc6mHSP.exe	19-May-22 8:29 AM	Application	31 KB		
🗟 eSc6mifweb.dll	19-May-22 8:29 AM	Application exten	558 KB		
🗟 eSc6mimpl.dll	19-May-22 8:29 AM	Application exten	542 KB		
🕙 eSc6mjcore.dll	19-May-22 8:29 AM	Application exten	4,815 KB		
Sc6m-manifest.ini	19-May-22 8:29 AM	INI File	1 KB		
📧 eSc6mOVL.exe	19-May-22 8:29 AM	Application	26 KB		
📧 eSc6mpath.exe	19-May-22 8:29 AM	Application	37 KB		
🗟 eSc6mpclxI.dll	19-May-22 8:29 AM	Application exten	291 KB		
eSc6m-PipelineConfig.xml	19-May-22 8:29 AM	XML File	1 KB		

If you want to distribute "TOSHIBA V4 Printer Driver", you could include default printer properties (drawers, finishers etc.). See e-FOLLOW Management -> Settings -> General -> Userportal -> IPP queues -> Include printer properties template with IppInstaller package. There you can export printer properties from the template printer to a file with a command. This file should be placed in "Input" folder.

			★ → Logout					
	oud User portal	Printer driver for particular queue	Select one queue from list below					
MANAGEMENT User list	Popup	Select IPP queues:	e-follow.cloud IPP-Queue PropTEST					
Departments Permissions Projects	IppInstaller		[+] [-]					
Domains	Chrome Extension	Include printer properties template with IppInstaller package (?)	[change]					
DEVICES Virtual Queues	Manage printer's properties temp	late file	×					
Toshiba Toshiba eSF Mobile print	How to export printer's properties Setup printer's properties. Enter printer's name in the field below. Copy the resulting command and execute it in powershell. \$(Get-PrinterProperty -PrinterName "Intune "-PropertyName "ToshibaPrinterProperties").Value > printer_properties.txt							
REPORT Reports	[copy to clipboard] Upload printer's properties file							
SETTINGS General	Upload printer's properties hie Datei auswählen Keine ausgewählt [Upload]							
User portal & User tools Dashboard	t Download current printer's properties template file [Download]							
Schedules Rules	Delete current printer's properties te	emplate file						
Reader profile	(Close					

Open IntuneWinAppUtil.exe file:

- source folder: Input
- setup file: lppInstallerSilent.exe
- output folder: Output
- file '.intunewin' already exists. Do you want to delete it (Y/N)? Y (Happens only by process repetition)
- specify catalog folder (Y/N)? N

File Home Share View Appl	ication Tools				~ 😮
\leftarrow \rightarrow \checkmark \uparrow \square \rightarrow This PC \rightarrow Desktop \rightarrow	Intune		~	ට 🔎 Search Intune	
Name	Date modified	Туре	Size		
Input	14-Jun-23 5:07 PM	File folder			
Output	14-Jun-23 5:01 PM	File folder			
📧 IntuneWinAppUtil.exe	14-Jun-23 2:51 PM	Application	54 KB		
C:\Users\ds\Desktop\Intune\IntuneWinApp	Util.exe				– 🗆 X
Please specify the source folder Please specify the setup file: I Please specify the output folder Do you want to specify catalog fo	ppInstallerSilent. : Output	.exe			

You will get **IppInstallerSilent.intunewin** file in "Output" folder. This Intune app could be used to install any Virtual Queue as Printer on user's PC with the selected printer driver. For another printer driver please create another Intune app.

File Home Share View				~ 🔇
\leftarrow \rightarrow \checkmark \uparrow \blacksquare \Rightarrow This PC \Rightarrow Deskto	op > Intune > Output		~	O Search Output
Name	Date modified	Туре	Size	
IppInstallerSilent.intunewin	14-Jun-23 5:09 PM	INTUNEWIN File	18,534 KB	

Open Intune portal.

Click on "Add new App".

Microsoft Intune admin center					Ŗ	Û	¢ې	0	ন্দ
 Microsoft Intune admin center « Home Dashboard All services Devices Apps Endpoint security Reports Users Groups Tenant administration Troubleshooting + support 	Home > Apps Apps All apps Search « Search « Overview All apps Monitor By platform Windows I iOS/iPadOS macOS Android Policy J App protection policies	+ Add C R Search by nan Name		¥ Exp	ort 🗏				हर Versior
	 App protection policies App configuration policies iOS app provisioning profiles S mode supplemental policies Policies for Office apps 								

Select "Windows app (Win32)" App type. Click on "Select".

Microsoft Intune admin center			ୟ D © © R
~	Home > Apps		Select app type
A Home	Apps All apps 🦷		Create app
🖾 Dashboard			App type
All services		+ Add 💍 F	Select app type
Devices	Overview	Search by na	Windows 10 and later
Apps	All apps	Name	macOS
ᠲ Endpoint security	Monitor		Microsoft Edge, version 77 and later
Reports	By platform		Windows 10 and later
Vsers	Windows		macOS
Sroups	iOS/iPadOS	4	Microsoft Defender for Endpoint
Tenant administration	🖵 macOS		macOS
🗙 Troubleshooting + support	Android		Web Application
	Policy		iOS/iPadOS web clip
	App protection policies		Windows web link
	App configuration policies		Other
	🐁 iOS app provisioning profiles		Web link
	S mode supplemental policies		Built-In app
	Policies for Office apps		Line-of-business app
	Policy sets		Windows app (Win32)
	📀 Quiet time		macOS app (DMG)
	Other		Android Enterprise system app

Select IppInstallerSilent.intunewin file.

Microsoft Intune admin center					Ģ	Q	<u>ن</u> ک	<u>୭</u> ନ
A Home	Home > Apps All apps > Add App Windows app (Win32) App information		Requireme app packagı	App package file * "IppInstallerSilent: Name: IppInstallerS Platform: Windows Size: 18.1 MiB	intunewin			
Endpoint security	Select file * 🛈	Select	арр раскаді	MAM Enabled: No				
 Qpen ↔ → < ↑ → This PC → Deskta Organize ▼ New folder 	op > NewintuneFolder > Outp	out		ٽ ×		Output	· 🔟	×
Name	Date modified	Туре	Size					
[] [ppInstallerSilent.intunewin	14-Jun-23 4:00 PM	INTUNEWIN File	18,534 KB					
File name: IppInstallerSilent.intunewin				~	INTUNEWIN Open	File (*.in	tunewin) Cancel	× :

Fill in the fields as you wish.

Microsoft Intune admin center		帰
«	Home > Apps All apps >	
숚 Home	Add App	
🖾 Dashboard	Windows app (Win32)	
E All services	Name * 🕡	IntuneQueue
Devices	-	
Apps	Description * 🕕	Installs IntuneQueue to your PC
🌏 Endpoint security		
🚰 Reports		Edit Description
🚨 Users	Publisher * 🕕	Control Systems GmbH & Co. KG
A Groups		
Tenant administration	App Version 🕕	1.0.0
🗙 Troubleshooting + support	Category 🕕	Other apps 🗸
	Show this as a featured app in the Company Portal ①	Yes No
	Information URL ①	https://www.control-systems.de/software/e_follow_cloud
	Privacy URL 🕕	https://www.control-systems.de/unternehmen/datenschutz
	Developer	Control Systems GmbH & Co. KG
	Owner 🕕	Control Systems GmbH & Co. KG
	Notes (i)	
	Logo 🛈	Change image
		e-FOLLOW cloud
	Previous Next	

Choose a Virtual Queue you want to distribute from e-FOLLOW Management -> Devices -> Virtual Queues. Its name further will be referred as <QUEUE_NAME>. Copy target queue's url from [IPP URLs] -> [copy url]. This url further will be referred as <IPP_URL>.



*) Make sure to use the correct URL.

- [1] Select the IPP printer / virtual queue of your choice
- [2] Click to 'Virtual IPP queue IPP URLs'
- [3] Copy the URL external IPPS



Go to "Program" step

Microsoft Intune admin center			Ģ	Q	ŝ	0	ন্দ
*	Home > Apps All apps >						
숨 Home	Add App						
🖾 Dashboard	Windows app (Win32)						
All services							
🖵 Devices	O App information O Program	3 Requirements 4 Detection rules	(5) D)epend	dencies	6) Super
Apps	Specify the commands to install and uninst	tall this app:					
🄩 Endpoint security	Install command * 🕡	IppInstallerSilent.exe "-Name=Intune" -Server=	https://in	n-cs-te	est test i	-follov	
Reports	_			0.010	concon		
名 Users	Uninstall command * 🕠	IppInstallerSilent.exe "-Name=Intune" -Uninstal	IAI				~
🎥 Groups	Install behavior ①	System User					
Tenant administration	Device restart behavior 🕕	No specific action					\sim
🗙 Troubleshooting + support	Specify return codes to indicate post-instal	lation behavior:					
	Return code	Code type					
	0	Success				\sim	1
	+ Add						
	Previous Next						

- Install command: IppInstallerSilent.exe "-Name=<QUEUE_NAME>" -Server=<IPP_URL>
- Uninstall command: IppInstallerSilent.exe "-Name=<QUEUE_NAME>" -UninstallAll
- Install behavior: System
- Device restart behavior: No specific action
- Keep only 0 return code.

Go to "Requirements" step

Microsoft Intune admin center			Ģ	Q	<u>نې</u>	0	ন্দ
*	Home > Apps All apps >						
숨 Home	Add App						
📶 Dashboard	Windows app (Win32)						
E All services							
Devices	🥑 App information 🛛 🔮 Program	3 Requirements ④ Detection rules	(5) D)epend	dencies	6) Super
Apps	Specify the requirements that devices must	t meet before the app is installed:					
퉋 Endpoint security	Operating system architecture * 🔞	2 selected					\sim
Reports							
🙎 Users	Minimum operating system * 🔋	Windows 10 1803					\sim
🎎 Groups	Disk space required (MB) 🛈						
Tenant administration	Physical memory required (MB) 🛈						
X Troubleshooting + support	Minimum number of logical processors required ①						
	Minimum CPU speed required (MHz) 🕕						
	Configure additional requirement rules						
	Туре	Path/Script					
	No requirements are specified.						
	+ Add						
	Previous Next						

- Operating system architecture: 32-bit and 64-bit Minimum operating system: Windows 10 1803 •
- •

Go to "Detection rules" step

Microsoft Intune admin center		17	ት ር 🕸 🛈 🕅
«	Home > Apps All apps > Add App	Detection rule	
Dashboard All services	Windows app (Win32)	Create a rule that indicates th	e presence of the app.
Devices	🔮 App information 🛛 Program 🔮 Requir		Registry
 Composition Endpoint security Reports 	Configure app specific rules used to detect the presence of Rules format * ① Manually co	Key path * (i)	HKEY_LOCAL_MACHINE\SOFT
Users Groups	Type Path/Code No rules are specified.	Detection method * ①	String comparison
 Tenant administration Troubleshooting + support 	+ Add 🛈	Operator * () Value * ()	Equals
		Associated with a 32-bit app on 64-bit clients ①	Yes No
	Previous Next	ок	

Rules format: Manually configure detection rules

Add one rule:

- Rule type: Registry
- Registry key: HKEY_LOCAL_MACHINE\SOFTWARE\Microsoft\Windows NT\CurrentVersion\Print\Printers\<QUEUE_NAME>
- Value name: Name
- Detection method: String comparison
- Operator: Equals
- Value: <QUEUE_NAME>
- Associated with a 32-bit app on 64-bit clients: Yes

Go to "Assignments" step

Select needed user groups.

Microsoft Intune admin center					5 0 @ C
*	Home > Apps All a	apps >			
1 Home	Add App				
🖾 Dashboard	Windows app (Win32)				
E All services					
Devices	💙 Program 🧧	Requirements	Oetection rules	Oependencies	🔮 Supersedence 🛛 🧿 Assignr
Apps					
🕵 Endpoint security					nen the device is retired. The app and the ke explicit action on the device to remov
🕎 Reports		ie app is not removed	prior to rearing the device,	the end user with freed to ta	te expirer action on the device to remov
🚨 Users	Required 🗊				
A Groups	Crown mode	Group	Filter mode	Filter	End user notifications
Tenant administration	Group mode	Group	Filter mode	Filter	End user notifications
🗙 Troubleshooting + support	No assignments				
	+ Add group () + A	dd all usars (0 + Add	all devices (i)		
	+ Add group 🕑 + A	uu ali users 🕁 + Auu			
	Available for en	rolled devices 🛈			
	Group mode	Group	Filter mode	Filter	End user notifications
	Included	Intune-enrollr	nent None	None	Show all toast notifications
	4				notifications
	+ Add group 🛈 + Ad	dd all users 🛈 + Add	all devices 🛈		
	Uninstall 🛈				
		_			
	Group mode	Group	Filter mode	Filter	End user notifications
	No assignments				
	4	_	_		
https://endpoint.microsoft.com/#	Previous	Next			

Finish app creation enrollment.

13 Printing from Mac

e-FOLLOW can not only receive print jobs from Windows clients but also from Mac (or Linux)

To print to a virtual queue configure your Mac as follows.

Visit http://business.toshiba.com/support/index.jsp to download an appropriate driver for your MFP.



Printer driver: here you can select the driver software as installed above.	Warteliste: print2me Für Standardwarteliste bitte leer lassen
	Name: e-FOLLOW print2me Standort: virtuelle Queue Verwenden: Allgemeiner PostScript-Drucker
	Hinzufügen
Select the driver software and klick to OK.	Druckersoftware

Now your Mac is ready to print to e-FOLLOW.

13.1 IPP printing from MAC

e-FOLLOW.cloud can not only receive print jobs from Windows clients but also from Mac and Linux.

To print to a virtual queue configure your Mac as follows.

Visit http://business.toshiba.com/support/index.jsp to download an appropriate driver for your MFP.

Follow the installation instructions of the driver package...



Add and Configure New Printer Open 'System Preferences' → 'Print & Fax'

	Drucker & Scanner	Q, Suchen
Drucker 192.168.1.222 Issätiv, Zuletzt berutzt CLX-3300 CLX-3300 S Samsung CLX-3300 S	192.168.1.222 Drucker-Warteliste öf Optionen & Füllstän	
	Art: Allgemeiner PostScript-Dru Status: Inaktiv	cker
	Diesen Drucker im Netzwerk freigeben	Systemeinstellung "Freigaben" -
+ -	Standarddrucker: Zuletzt Standard-Papierformat: DIN A4	

Klick '+' Sign to add a new printer

Customize the view of the "Add" dialog to access the "Advanced" entry. Right-click on the toolbar and enter "Customize toolbar..."

•••	\cap	Add		
e 🛞		✓ Icon and Text Icon Only	Search	
Default IP V	Vindows	Text Only	Search	
Address:	_	Use Small Size		
, 10010001	Enter host nam	Customize Toolbar		
Protocol:	Internet Pri	nting Protocol - IPP	\$	
Queue:				
Name:				
Location:				
Use:			\$	
			Add	

.

Drag the Advanced button to the toolbar.		Add	
		Drag your favorite items into the toulbar	
		Windows IP Default Advanced Search Space	Flexible Space
		or drag the default set into the toolbar.	
Then click to the "advand	ced"	Q Search Default IP Windows Search	
option		Show Icon and Text	Done
	PRINT History Print jobs Upload	Type Name Printer URL () Add Default IP Windows Advanced Search	Copy pud:44
Type: select Internet Printing Protocol (https)	IPP Printers TOOLS Confirmation Popup	Type: Internet Printing Protocol (https)	
URL : enter the URL for the virtual queue copied from	ACCOUNT Settings Logout	URL: https://ipp	
Management or UserPortal.	_	Name: e-follow.cloud	
Name:the printer		Use: TOSHIBA ColorMFP	
Use : select the printer driver previously installed.		Add	

Click Add to finish the installation of the virtual queue on your MAC.

14 Printing from Chromebooks

i

These steps are not needed any more when the e-FOLLOW Chrome Extension is used. See:

The e-FOLLOW.cloud Local Print Module will enable local print spooling on Client-PCs. It also will automatically create the needed local printer(s).

The Local Print Module is not enabled by default. It is an optional module, which can be purchased.



Many different configurations can be created by pressing [Add new configuration].

For each configuration a MSI installer can be downloaded. This MSI installer will be generated when you press download. It does contain the configuration, printer driver, printer properties and executable for the windows service.

Only one configuration can be installed on a Client-PC.

Everytime you make a change at the configuration settings and generate and download the MSI installer, the version number of the installer will be increased. This is necessary in order to carry out upgrades correctly.

On the Client-PC only a upgrade is allowed. Downgrade to a lower version number is not possible.



The MSI installer will install a windows service with the name: e-FOLLOW Local Print Module ... This windows service then will automatically install the local printer(s) with a raw printer port to IP address 127.0.0.1.

When the user prints one job to this printer, the print job will be stored encrypted on his PC and the job informations will be sent to the e-FOLLOW.cloud instance.

The windows service also starts polling to the e-FOLLOW.cloud instance for the next operations (delete job/release job).

These print jobs will now have the same functionality as every job in e-FOLLOW. In the management you only see the difference if you check the print job details:



Before releasing one Job (IPPS is used for this) the Client-PC checks if he can reach the MFP by IPPS. If there are any errors an message will be displayed on the MFP display. More details can be found at the dashboard of the management.

For the detailed settings you can select one or more queues and click on configure:

DEVICES Virtual Queues	Local Print M Chrome Ex		ā	[+]	[-]	[Configure]	[Generate and downloa Configuration ID: 00			
Toshiba			-	e-follow.cloud	-	_				-
										3
Queue	Local printer name		-	Printer driver	-		Include printer properties	5 Lo	cal print port	
Queue e-follow.cloud		TOSHIBA	V4 Printer [Printer driver Driver v10.70 x64		~	Include printer properties		cal print port	*

There you can set up the Local printer name. This will be the name of the printer which will be automatically installed on the Client-PC.

You can also select one of the default printer drivers. The printer properties are containing the printer settings for the TOSHIBA V4 printer driver.

New printer drivers and the printer properties are currently only configurable at SETTINGSàUser portal & User toolsàUserportal.

Because the windows service starts a local TCP listener for each printer the local printer port has to be unique.

The MSI installer is not signed with a digital signature. The digital signature is needed to deploy the MSI installer in a Windows Active Directory environment.

To digitally sign the installer, send a request to support@control-systems.de with a download link (e.g. wetransfer.com) to the MSI installer.

Alternatively, you can check this setting in the properties of the downloaded MSI installer:



The Local Print Module Expert Settings are the same settings as the Expert Settings for the PrinterManager. These settings may only be changed in consultation with the support team.

These parameters may only be changed in comm default value is in the brackets.	unication with support. The
ClientAnalysePostScript (true)	
ClientAnalysePostScriptBytesRead (1048576)	1048576
ClientAnalyzePdfAfterConvert (true)	
ClientDebugIppPrint (false)	0
ClientDebugParse (0)	0
ClientDebugPrintJobAnalysis (false)	0
ClientDebugRawPrint (false)	0
ClientHttpTimeout (240000)	240000
ClientIppsPrintingTimeout (1800000)	1800000
ClientIppsTestTimeout (10000)	10000
IppsUrlTemplate (https://{0}/print)	https://{0}/print
IppUrlTemplate (http://{0}/print)	http://{0}/print
ClientLocalPrinterPortStart (9100)	9100
ClientOnlyAllowPclAndPS (false)	0
ClientParseBufferSize (262144)	262144
ClientParseTimeLimit (300000)	300000
ClientPclXIDeepAnalysis (true)	
ClientPclXlFastAnalysis (true)	
ClientPrintingType	IPPS 🗸
ClientPrintingUseHostname (true)	
ClientProjectCodeFromPjl	
ClientRawPrintBufferSize (524288)	524288

Chrome Extension

e-FOLLOW can not only receive print jobs from Windows clients but also from Chromebooks.

The challenge for printing from Chrome to e-FOLLOW server is the personalization of print jobs (assign a printjob to its owner). By default, all jobs are sent "anonymous".

e-FOLLOW can cover this by providing individual IPP URLs for each user. Once enabled in \rightarrow SETTINGS \rightarrow General \rightarrow Userportal \rightarrow



the IPP-Printer tab appears in the user portal.

Туре	Name	Installer 🗮	Details
IPP	IPP-Queue	IppInstaller.exe Archive Windows (preconfigured) (.zip) Installer (.msi)	Show details
		Details Use personalized URLs below to add IPP printers to system. Name IPP-Queue Printer URL https://ipp-cs-test.test.e-fo	

Here you will find the list of available IPP virtual queues and IPP printer queues followed by their personalized URLs.

To add a personalized queue to your Chromebook follow the steps as described below.

Personalized URLs may not only be used on Chrome but also on any other client that can print using the IPP protocol.

Change to the Printers section of Chrome Settings and click to Add Printer.

	2000-000-000-000-000-000-00-00-00-00-00-	
■ Settings	Q.	
← Printers	Q, Search printers	
Set up or manage CUPS printers. Learn more	Add Printer	
	← Printers Q. Search	i printer
	Add a nearby printer	
	Unknown	
	Unknown	
	TOSHIBA TOSHIBA e-STUDIO478P	
	TOSHIBA TOSHIBA e-STUDIO448S	
	TOSHIBA e-STUDI03510c Series PS	
	Unknown	
	Ricoh Aficio MP 9000 - CUPS+Gutenprint v5.2.9 Simplified KONICA MINOLTA C554SeriesPS(P)	
	Generic PCL 6/PCL XL Printer - CUPS+Gutenprint v5.2.9 Simplified	
	Generic PostScript Printer	
	Lexpark HA76 CUPS+Gutenprint v5.2.9 Simplified	
	a dearoning	
hen Select Add Manually	Add Manually Cancel Add	
····· ,		
	Add a printer manually	
ttention	Name	
The URL shown in User portal cannot be		
ntered in one step / filed.	e-FOLLOW virtual	
ntered in one step / nied.	Ad dr ess	
has to be entered splitted in the fields:	192.168.1.31	
····· ·· ··· ······ ·· ··· ··· ··· ···		
ame: any printer name of your choice	Protocol	
	Internet Printing Protocol (HTTPS)	-
ddress: Server IP	Queue	
	virtua(VEMDBZw-eYo3Am1UhnR0igg	
rotocol: select HTTPS		
tueue : printer name + token		

Click to Add

Then select the manufacturer & model or select an appropriate printer PPD file.

Advanced printer configuration	
e-FOLLOW virtual could not be configured automatically. Please specif printer details. Learn more	fy advanced
Manufacturer	
Toshiba	
Model	
Or specify your printer PPD Learn more	
eSh6p.ppd	Browse
Cancel	Add
Gancer	Aud

Clicking to Add will finish the printer setup.

Sett	ings	Q Search settings						
Ŧ	Network	← Printers	Q. Search printers					
*	Bluetooth							
	Connected devices	Set up or manage CUPS printers. Learn more	Add Printer					
*	Media Plugins	e-FOLLOW virtual	:					

Now the printer is available for printing from Chrome to e-FOLLOW and jobs will be assigned to your user name.

15 eSF Scan-to-Folder setup

Toshiba eSF devices come with a convenient Scanning-App called 'Scan Center'

This chapter describes the relevant settings for *Scan Center* Scanner App so users can easily scan to their HomeDirectory folder defined in A.D. or another LDAP-Server.

Open the device's website and run the Scan Center Configuration.

In Network Folder : Klick to Create Nework Fo	Shortcu Scan S Scan S Network S⊢-mail	Center It ottings k Folder	
	Create Network F	Folder	
	Name and Location		
	🔽 Allow user to edit on p	rinter control panel.	
	Show network path		
	Display Name *	Scan2MyHome	
Enter the Display Name	Domain	[may.domain]	
for this target and your	Connection Type	SMB 💌	
local domain.	Folder Address *	\\%homedir% Brows	e E ample: \\computer\share
The Folder Address is %homedir%		Domain > Venomediave	
	Allow user to edit auth	entication options on printer control panel.	
	Authentication Options	Ask for user name and password	Prompt users to enter the credentials to access the shared folder.
	Username		
	Password		
	Test Connection		
	 Advanced Options 		

Authentication Options

Ask for user name and password: if the users login to e-FOLLOW.cloud by e.g. PIN or Card this option will request the user's credentials when scanning.

Use static username and password: this option allows to define a 'global user'. Make sure that this user has write permission to all user's HomeDirectories.



Select the ScantMyHome target

If required, the user gets prompted to enter his credentials

16 Advanced Settings

This chapter describes advanced Administrator settings that should only be done in case of malfunction or / and or if Toshiba support requested you to modify any of these settings.



Change of any of the following parameter may have severe impact on proper functionality of your e-FOLLOW.cloud setup.

16.1 Single Print Timeout

If deletion of jobs at user logout or after error is enabled e-FOLLOW.cloud printing mode is changed to single print. In case a the finish event of the current job is missing subsequent printing is blocked. The SinglePrintTimeout defines the time after the printing for this user will be reseted if there are no events from his print jobs.

Change to Expert settings – DataManager and search for SinglePrintTimeout

Default value [ms] 1.800.000 = 30 min.

16.2 Project Code from PJL

e-FOLLOW.cloud can extract the project code for a print job from its PJL header. In → SETTINGS -> General → Expert settings select the PrinterManager and find the parameter *ProjectCodeFromPjl*.

Here you can enter the PJL tag containing the Project Code. (e.g. @PJL COMMENT DSSC PRINT ACCESSCODE=)

16.3 HID Omnikey 5427 CK configuration

HID provides documentation for their readers that describes how to configure KBW mode. See Chapters 2 and 3 in this document.

https://www.hidglobal.com/documents/omnikey-5x27ck-keyboard-wedge-configuration-user-guide

Keyboard mode configuration of this reader is complex and requires "boot interface" device

keyboard mode option enabled as well as [ENTER] post keystroke for each supported card type to work properly with our printers.

No extra apps or drivers are needed.

1) Enable Keyboard Wedge and Boot Interface



• 2) Configure all card types that are needed and set the Poststroke to [ENTER]

	General Overview	Keyboard Wedge	Reader Information	Contactless Config	Host Interfaces	System Config	System Consoles	About
General Config Selection	Card Data Manipulation							
Card Type MIFARE C	Classic	•						
Enable MIFAR	E Classic 🥑	Card In	Event Keystr	okes [LED_BU	ZZ]			
Data Field Pres	strokes	Key	Key Se Type Se	ctor Block	Offset	Length	Poststrol	kes
CSN 🗹						ſ	ENTER]	
PACS								

• 3) Configure Card Data Manipulation also for each type:

		General Overview	Keyboard Wedge	Reader Information	Contactless Config	Hos Interfa		ystem Config	System Consoles	About
General Config	Card Data Selection	Card Data Manipulation								
Card Ty	pe MIFARE Cla	ssic		PACSL	eading Byte			Hex Outpu	It Case Lower	
Datafield		Filtering		Format	Reverse			Pa	adding	
CSN	Char 0	Direction	Leading -	HEX 💌			Char 0	Directio	on Leading 💌	Length 0
PACS	Char 0	Direction	Leading -	HEX 💌			Char 0	Directio	on Leading 💌	Length 0

• 4) To disable annoying Beeper go to Card Data Selection and remove content of Card In Event Keystrokes field.

	General Overview	Keyboard Wedge	Reader Information	Contactless Config	Host Interfaces	System Config	System Consoles	About
General Card Data Config Selection	Card Data Manipulation							
Card Type MIFARE C Sets the Card Type Enable MIFAR	E Classic	Card In	Event Keystr	okes [LED_BU	IZZ]]		
Data Field Pres	trokes	Key	Key Se Type	ctor Block	offset	Length	Poststrok	es
CSN 🗹						[E	NTER]	

16.4 Toshiba eSF Admin access

In some cases, it may be necessary to locally log in to the device – e.g. for local device administrator.

Therefore, a local user need to be created via the device web interface.	Select Option Status Settings Device Print Paper Copy Fax E-mail FTP USB Drive Network/Ports Security Reports Address Book Shortcuts Bookmark Setup Apps Site Map	Security * Login Methods Public Manage Permissions Local Accounts Add User Manage Groups/Permissions Lear Name(Password Accounts) 2 Accounts Default Browser Login (Change) Default Control Panel Login Method (Change.) PIN Accounts 1 Account Add Login Method
By assigning it to a specific group you can define the permissions and functions the user has access to.		me/Password Accounts > Edit User Name/Password Account Password Account User User User User User
So a local user can be Administrator or 'Guest' being allowed to do BW copies only.	All Users Admin Users Users Users Users Users Add New Group	Save Reset
To log in as local user/administrator press the user icon and enter the credentials.	e-FOLL	LOW LOG IN User Name/Password
If the login was successful press the home icon to access the device menu.		User Name PIN C
		Cancel Log In

17	Appendix A – SQL structure for e-FOLLOW.cloud_records table

_id	GUID	(not null)
type	STRING	(not null)
username	STRING	(not null)
userfullname	STRING	
department	STRING	
domainname	STRING	
device	STRING	
device_type	STRING	
sending_host	STRING	
doc_name	STRING	
job_id	STRING	
submission_time	DATETIME	
finish_time	DATETIME	
workflow_id	STRING	
project	STRING	
subproject	STRING	
cost	INTEGER	
has_color	BOOLEAN	
accounted	INTEGER	
pages	INTEGER	
scan_pages	INTEGER	
fax_pages	INTEGER	
created	DATETIME	
Unknown_color_duplex	INTEGER	
Unknown_color_simplex	INTEGER	
Unknown_bw_duplex	INTEGER	
Unknown_bw_simplex	INTEGER	
A3_color_duplex	INTEGER	
A3_color_simplex	INTEGER	
A3_bw_duplex	INTEGER	
A3_bw_simplex	INTEGER	
A4_color_duplex	INTEGER	
A4_color_simplex	INTEGER	
A4_bw_duplex	INTEGER	
A4_bw_simplex	INTEGER	
A5_color_duplex	INTEGER	
A5_color_simplex	INTEGER	
A5_bw_duplex	INTEGER	
A5_bw_simplex	INTEGER	
A6_color_duplex	INTEGER	
A6_color_simplex	INTEGER	
A6_bw_duplex	INTEGER	
A6_bw_simplex	INTEGER	
B4_color_duplex	INTEGER	
B4_color_simplex	INTEGER	
B4_bw_duplex	INTEGER	

B4_bw_simplex	INTEGER	
B5_color_duplex	INTEGER	
B5_color_simplex	INTEGER	
B5_bw_duplex	INTEGER	
B5_bw_simplex	INTEGER	
Postcard_color_duplex	INTEGER	
Postcard color simplex	INTEGER	
Postcard bw duplex	INTEGER	
Postcard_bw_simplex	INTEGER	
Invoice_color_duplex	INTEGER	
Invoice_color_simplex	INTEGER	
Invoice_bw_duplex	INTEGER	
Invoice_bw_simplex	INTEGER	
Executive_color_duplex	INTEGER	
Executive_color_simplex	INTEGER	
Executive bw duplex	INTEGER	
Executive_bw_simplex	INTEGER	
Legal_color_duplex	INTEGER	
Legal color simplex	INTEGER	
Legal_bw_duplex	INTEGER	
Legal_bw_duplex	INTEGER	
Letter_color_duplex	INTEGER	
	INTEGER	
Letter_color_simplex	INTEGER	
Letter_bw_duplex Letter_bw_simplex	INTEGER	
Tabloid_color_duplex	INTEGER	
Tabloid_color_simplex Tabloid_bw_duplex	INTEGER INTEGER	
Tabloid_bw_simplex	INTEGER	
AnsiC_color_duplex	INTEGER	
AnsiC_color_simplex	INTEGER	
AnsiC_bw_duplex	INTEGER	
AnsiC_bw_simplex	INTEGER	
AnsiD_color_duplex	INTEGER	
AnsiD_color_simplex	INTEGER	
AnsiD_bw_duplex	INTEGER	
AnsiD_bw_simplex	INTEGER	
AnsiE_color_duplex	INTEGER	
AnsiE_color_simplex	INTEGER	
AnsiE_bw_duplex	INTEGER	
AnsiE_bw_simplex	INTEGER	
model	NVARCHAR(1024)	
serial	NVARCHAR(1024)	
location	NVARCHAR(1024)	
description	NVARCHAR(1024)	