

KYOCERA Net Manager New Features Guide 7.1



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1 Basic Information

KYOCERA Net Manager System Documentation

KYOCERA Net Manager New Features Guide	Provides an overview of the new features available in KYOCERA Net Manager.
KYOCERA Net Manager Admin Guide	Describes administration and configuration features such as accounting, cloud licensing, remote terminal management, upgrade, server backup, uninstallation.
KYOCERA Net Manager Embedded Terminal Guide	Describes the installation and configuration of the KYOCERA Net Manager Embedded Terminal and use of Terminal Manager.
KYOCERA Net Manager Installation Guide	Provides instructions for installing software and initial configuration, searching printing devices, adding users, creating print queues, assigning terminals to printing devices, and setting up printer drivers.
KYOCERA Net Manager User Guide	Describes the KYOCERA Net Manager web interface and the KYOCERA Net Manager Embedded Terminal.

What is KYOCERA Net Manager?

KNM is a server-based web application that manages your print devices and user policies to provide secure printing and copying and to provide accounting of print-related expenses. Efficient use of your printing resources is provided by the **Print&Follow** function which allows users to securely print to any printer managed by KYOCERA Net Manager.

KYOCERA Net Manager offers many advantages:

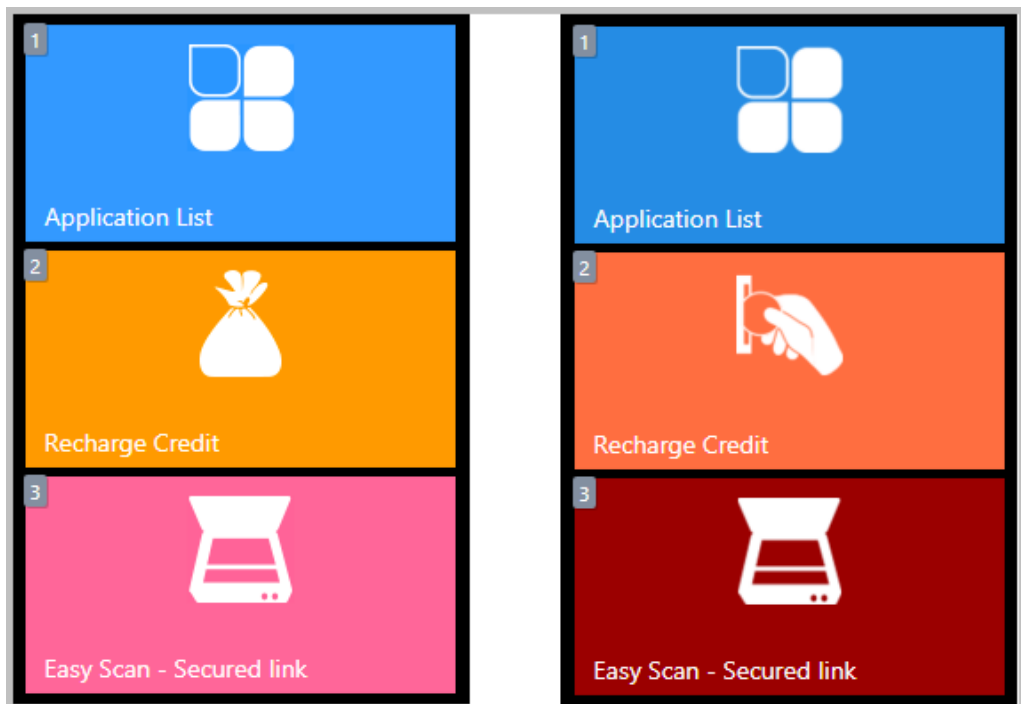
- **Authentication** - Access the devices in one step by PIN, ID card or name/ password or in a two-step authentication combination such as ID-Card and PIN
- **Security** - Secure printing, data encryption and the **Print&Follow** function ensure that your documents can only be accessed and printed by authorized people
- **Reporting** - KYOCERA Net Manager keeps detailed statistics about all aspects of printing and printers, scanning and copying, projects, accounting and users and groups

- **Personalized Features** - KYOCERA Net Manager allows IT administrators to show different functions and applications per user based on the user's requirements
- **Easy Scan** - One click changes the destination of your scanned documents and their metadata. You may choose between your home folder, fax server, or email address
- **Mobile printing** - Print documents from your mobile device by sending the job to the KYOCERA Net Manager server

2 New Features 7.1

Embedded Terminal Custom Themes

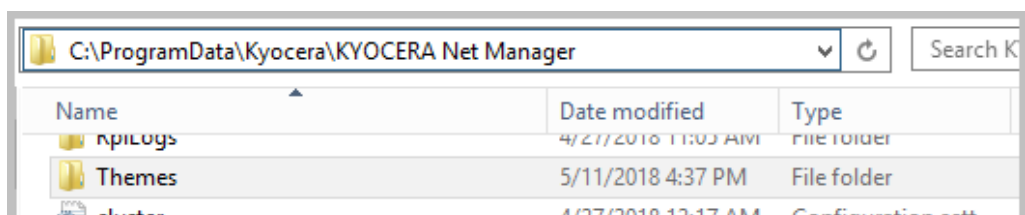
Embedded terminal icons and colors can be customized via themes that can be purchased from Kyocera.



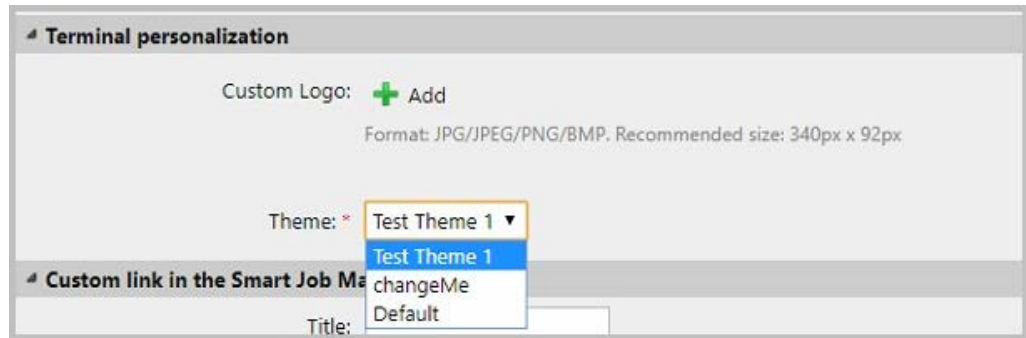
Icons from the default theme are on the left. Icons from a custom theme are on the right.

For information on purchasing custom themes, contact Kyocera support.

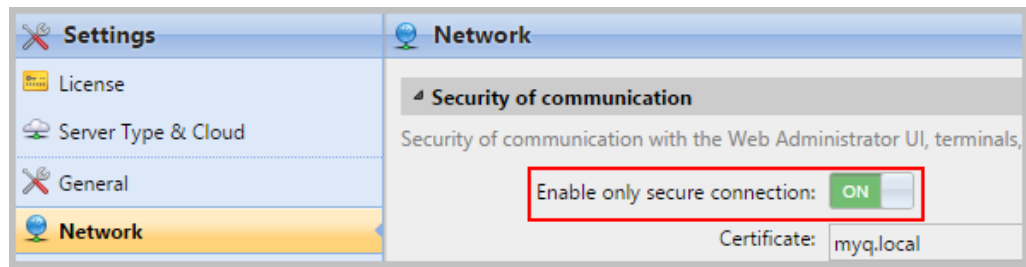
The folder for custom themes is located at C:\ProgramData\Kyocera\KYOCERA Net Manager\Themes .



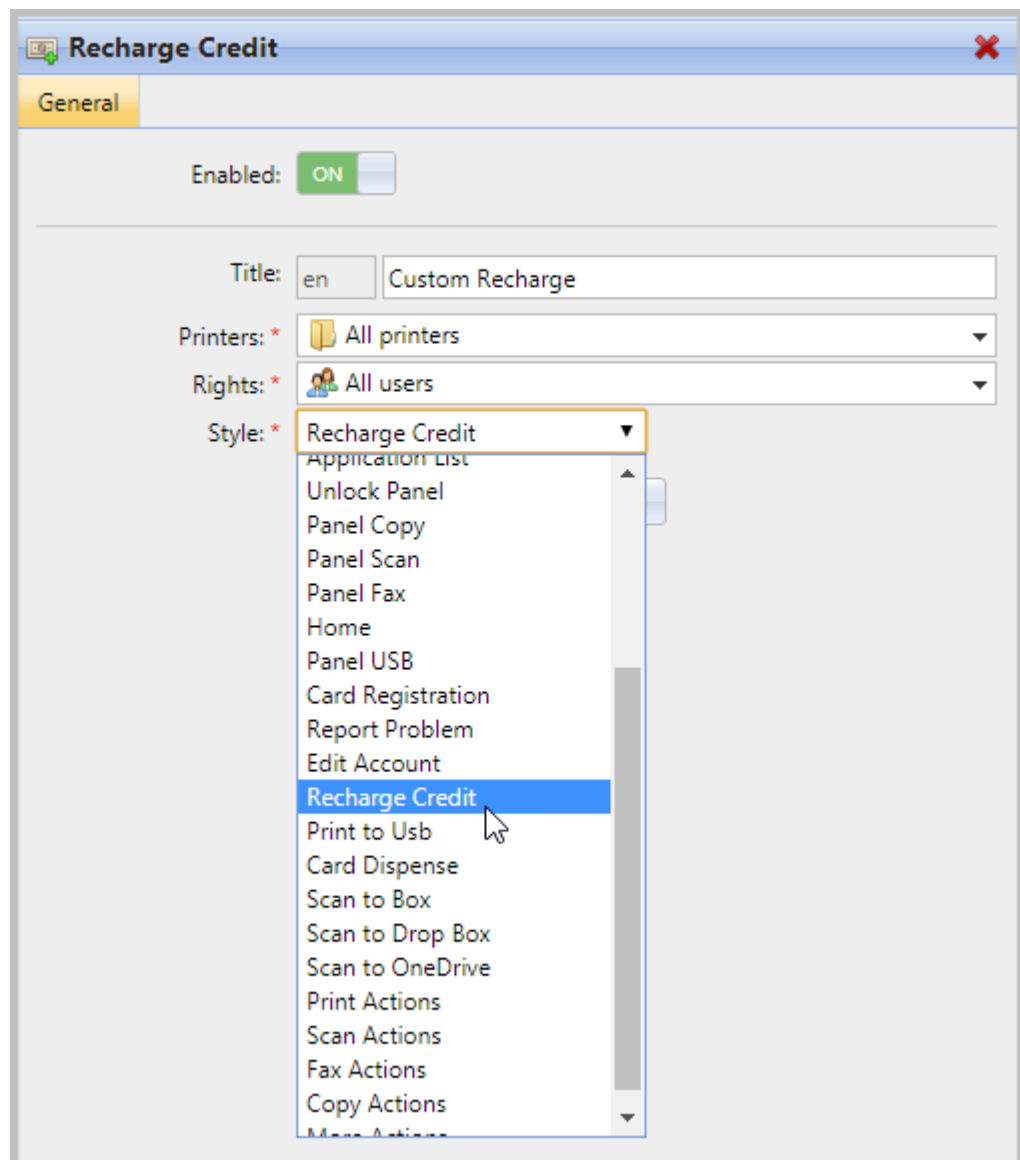
After the custom theme files are copied into the Themes folder, the theme will be visible in KNM at **Settings > Personalization > Terminal personalization**.



The custom themes feature requires a secure connection. Go to **Settings > Network > Security of communication** and set **Enable only secure communication** to **ON**.



The style for the Embedded Terminal icons is set at **Settings > Terminal Actions**. Styles are not updated during the Theme change.



GDPR Compliance

The General Data Protection Regulation (GDPR) sets rules for the handling of personal identification information on all citizens in the European Union (EU).

Anonymization of User Data

As part of GDPR compliance, the administrator can anonymize KNM user data for a single user or multiple users.

The anonymize process removes personal data. The process cannot be reversed. However, it does not apply to users in the database backup files. This means that the

process of anonymization may need to be repeated when the backup database is used.

Backup database files are automatically deleted after a set number of days configured in Task Scheduler.

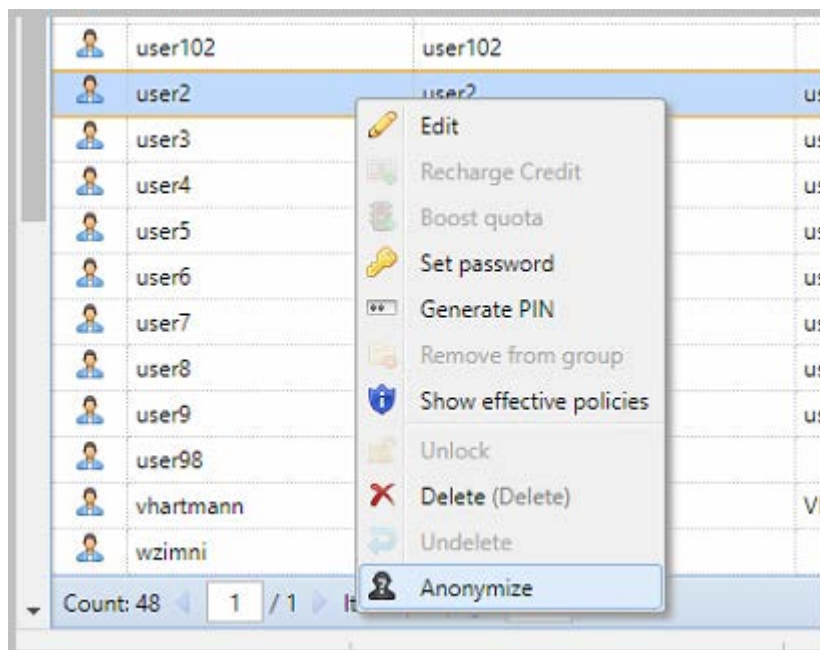


Jobs archived by using the Job archiving feature cannot be anonymized. The Job archiving feature is not compatible with GDPR.

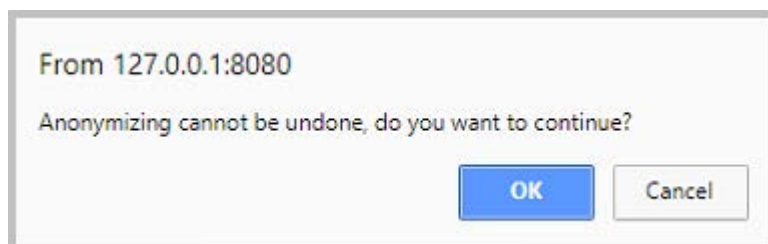
Anonymizing User Data

The anonymize process removes personal data for users including deleted users and jobs

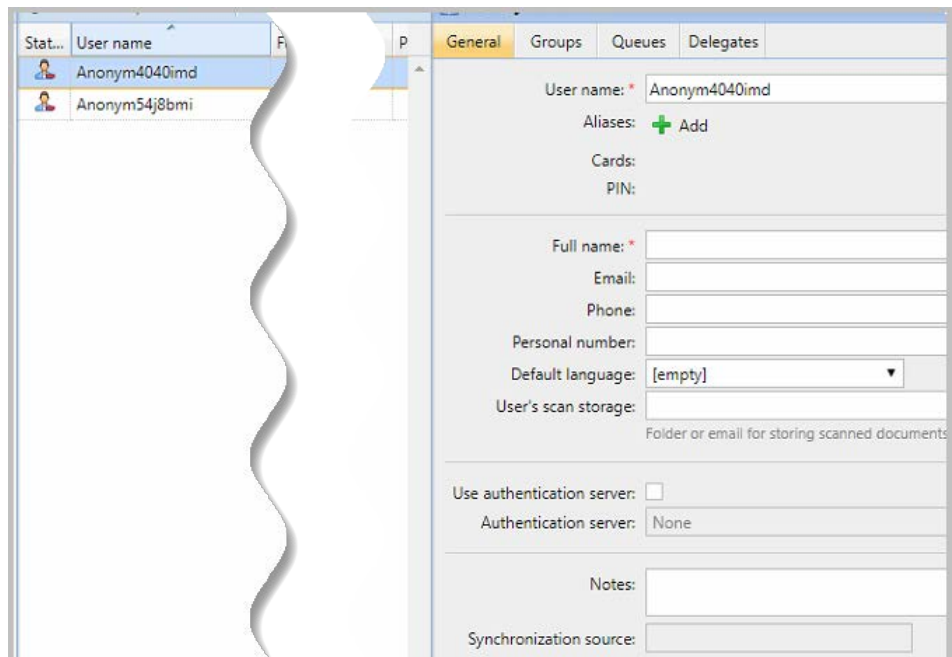
- 1 Go to **Users** and select one or more users. Right-click and choose **Anonymize**.



- 2 Click **OK** in the confirmation dialog.



The selected users are deleted. The user name is changed to Anonymxxxxxx and all personal data is removed.



The users jobs are deleted and the job names are changed to Anonymxxxxxx.

Status	Name	Size	Owner
Today			
Deleted	Anonym40ida4b	669.18 KB	Anonym4040imd
Deleted	Anonym37hjoa0	669.42 KB	Anonym4040imd
Deleted	Anonym5fol2df	669.18 KB	Anonym4040imd

User data in reports is also changed to Anonymxxxxxx.

Users – Daily summary

Created 04/26/2018 3:58:09 PM

Period 04/26/2018 12:00:00 AM – 04/27/2018 11:59:59 PM

Full name	Date	B&W pages	Color pages	Total	Scans	Total price
▲ Anonym4040imd						
	04/26/2018	2	0	2	0	0.00
		2	0	2	0	0.00

Dashboard User Message

As part of GDPR compliance, administrators can now add a message on a user's homepage. The user cannot change, hide, or delete this message. A link can be added to the company privacy statement.

Dashboard custom message

Message: KYOCERA Net Manager is GDPR compliant. In order to exercise your rights for data protection please send an email to %admin%

%admin%

Revert values

Configuring Dashboard User Message

- 1 Go to **Settings > General** and enter the administrator email. Click **Save**.

General

Administrator email: * user1@cssd.intra

KYOCERA Net Manager sends important system notifications to this email

- 2 Go to **Settings > Personalization > Dashboard custom message**. Modify the default message as needed. Use the %admin% parameter to allow an email to be sent to the administrator email.

Dashboard custom message

Message: Your personal data is processed according to the company's privacy policy: www.company.com/privacypolicy| In order to exercise your rights for data protection please send an email to %admin%

%admin%

Revert values

- 3 Log in as the user to confirm the message is appearing correctly.

Refresh Log out

Your personal data is processed according to the company's privacy policy: www.company.com/privacypolicy
In order to exercise your rights for data protection please send an email to user3@cssd.intra

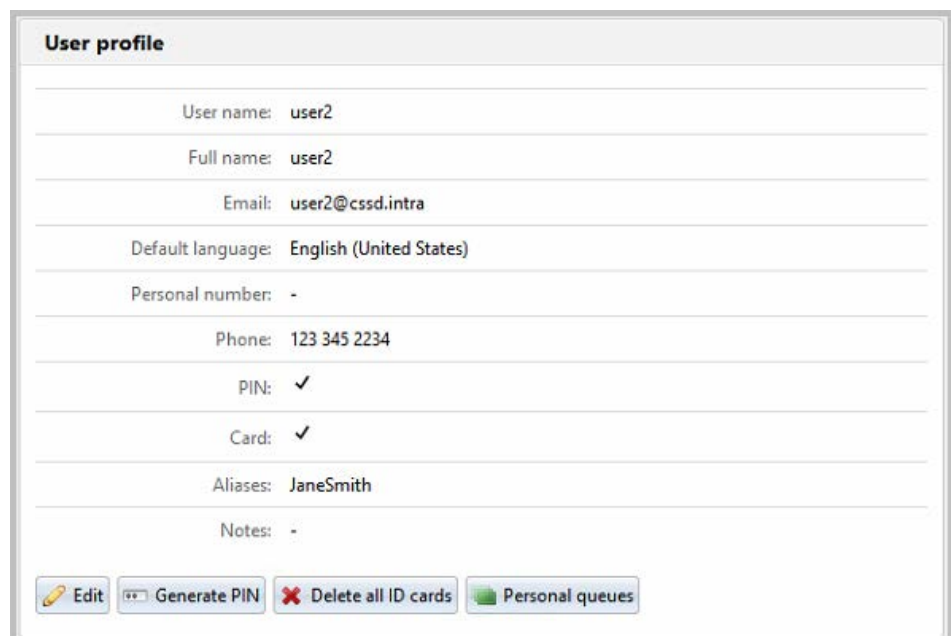
Configuring the User Home Page to Display Personal Information

As part of GDPR compliance, the administrator can configure the user home page to display the user's personal information.

- 1 Got to **Settings > Users > General**.
- 2 Check **Show more info about user profile**.



- 3 Click **Save**.
- 4 Log in as a user and confirm that the user's personal information is displayed.

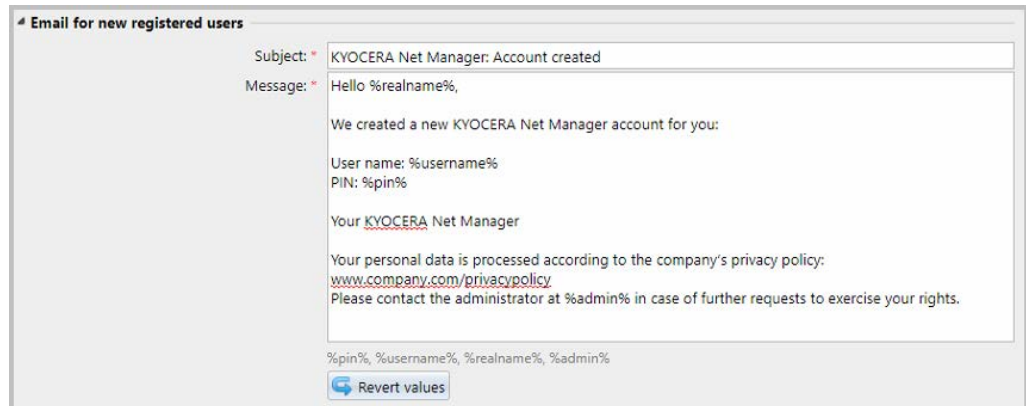


Administrator Email in the Email Templates

As part of GDPR compliance, email templates can include the administrator email address. The default message is "Please contact the administrator at %admin% in

case of further requests". The %admin% parameter adds the administrator email set in **Settings > General > Administrator email**.

The message can be modified to contain GDPR - related information so that users can be informed about their rights and procedures to exercise their rights. A link can be included to the company privacy statement.



There are several email templates:

- **Settings > Users**
 - Email for new registered users
 - Email with a new PIN
 - Email with the PIN reset code
- **Settings > Scanning & OCR**
 - Default settings of an email with scan
- **Settings > Quota**
 - Quota warning email
 - Quota exceeded email

Reports

There are two new reports, "Groups - Total summary" and "Printers - Total summary". "Users - Total summary" no longer shows Groups. Groups are now shown in the new report, "Groups - Total summary".

Many optional columns have been added to existing reports as shown in the following table.

Description	Reports	Columns
Add Year and Month as separate optional columns on all monthly reports	Group – Monthly statistics	Year
	Users – Monthly summary	Month
	Projects – Monthly summary	

Description	Reports	Columns
	General – Monthly summary Select Printers – Monthly summary	
The default and optional report types listed here are available for all reports.	Users – Total summary	A4 paper A5 paper A3 paper B4 paper B5 paper Other paper Folio paper Ledger paper Legal paper Letter paper Scan Statement paper Total price Total price Admin Rest of paper formats
	Groups – Daily summary Users – Day of the week Users – Session details Users – Daily summary Projects – Monthly summary Projects – Users per project	Total price Total price Admin A4 paper A5 paper A3 paper B4 paper B5 paper Other paper Folio paper Ledger paper Legal paper Letter paper Statement paper

Description	Reports	Columns
		Rest of paper formats Color cost B&W cost Color pages (L1) Color cost (L1) Color pages (L2) Color cost (L2) Color pages (L3) Color cost (L3) Scan Fax B&W print Color print B&W copy Color copy
	Printers – Day of the week Printers – Monthly summary	Total prints Total copies Total price Total price Admin A4 paper A5 paper A3 paper B4 paper B5 paper Other paper Folio paper Ledger paper Legal paper Letter paper Statement paper Rest of paper formats Color cost

Description	Reports	Columns
		B&W cost Color pages (L1) Color cost (L1) Color pages (L2) Color cost (L2) Color pages (L3) Color cost (L3) Fax
Enter a Number to indicate day of the week: 1=Monday, 2=Tuesday ... 7=Sunday	Projects – Day of the week Printers – Day of the week Groups – Day of the week Users – Day of the week	Day number
Add CO2, trees and energy to expired and deleted jobs	Printer jobs - Expired and deleted jobs	CO2 (g) Trees Energy (Wh) Energy(r) (Wh)
Add information about job pages	Select Print jobs – Expired and deleted jobs Print jobs – Daily summary Print jobs – Favorite jobs Print jobs – Printed jobs summary	Total B&W pages Color pages
Add user group column to "User per project" report	Projects – Users per project	Group
Add Printer Id and Device Groups	Printers – Day of the week Printers – Monthly Summary Printers – Top N Printers – Daily summary Printers - Meter reading via SNMP	Printer ID Printer group

Smart Job Manager for MacOS

Smart Job Manager is available for MacOS with the same functionality as the Windows version, with the following limitations:

- All popup notifications from the server have the same style, regardless of the settings on the server (Error, warning, notice, info)
- SJM uses the language setting of the device it is on. It does not use the language setting configured in KNM

SJM is installed with a shell script.

Synopsis

```
sh install.sh -i <server IP> -p <server port> -s <SSL, use 1
for enabled> -k <client ID> -a <authentication type> -l <login
type>
```

Example

```
sh install.sh -i 192.0.2.0 -p 8080 -s 0 -k 5C843822-21AD-4683-
B38F-C344B237E5CA -a 1 -l puc
```

Parameters

```
-i: KNM Server IP address, hostname can be used as well
-p: KNM Server port, only numbers are allowed
-s: SSL connection, use 0 for disabled and 1 for enabled
-k: Client ID that should be used by Smart Job Manager for
communication with KNM
-a: Authentication method:
"-a 0": For user list
"-a 1": For login authentication
"-a 2": For login using user logged into computer
-l: 3 letter code specifying what login methods are enabled,
examples:
"-l p": Enables only PIN
"-l u": Enables only username and password
"-l c": Enables only card
"-l cp": Enables PIN or card login
"-l puc": Enables PIN, username and password or card login
```

Uninstallation

Select SJM application and "Move to Trash" in Finder.

Logs location

Logs are located in "~/Library/Logs/DiagnosticReports/"

Port Monitor - Spool Large Jobs Directly to Devices

Port Monitor can send jobs above a certain size directly to devices, rather than sending them to the server and having the server send the jobs to the devices. This reduces network traffic and improves the document workflow.

Local print spooling must be enabled on the server and on the device.



Install the latest version of Port monitor to see this feature. Previous versions must be uninstalled before installing the latest version.

- 1 Open Port Monitor.
- 2 Select **Send print job to device more than:**
- 3 Set size of job in the drop-down menu. The size range is 1-9999 MBs.

- 4 Click **OK**.

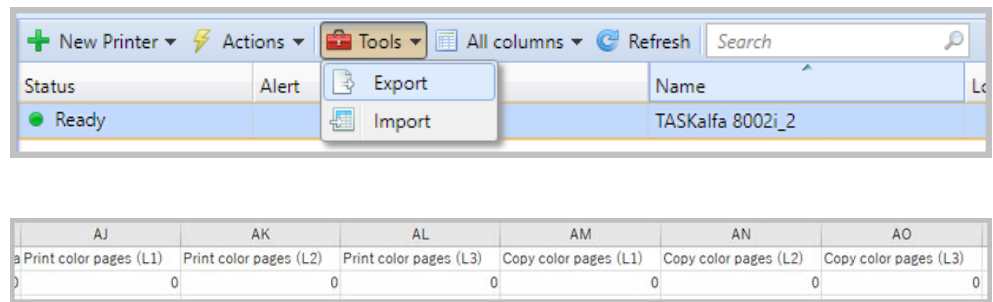
Color Coverage Page Info in CSV Export

New columns showing information on color pages are available for printer export to CSV.



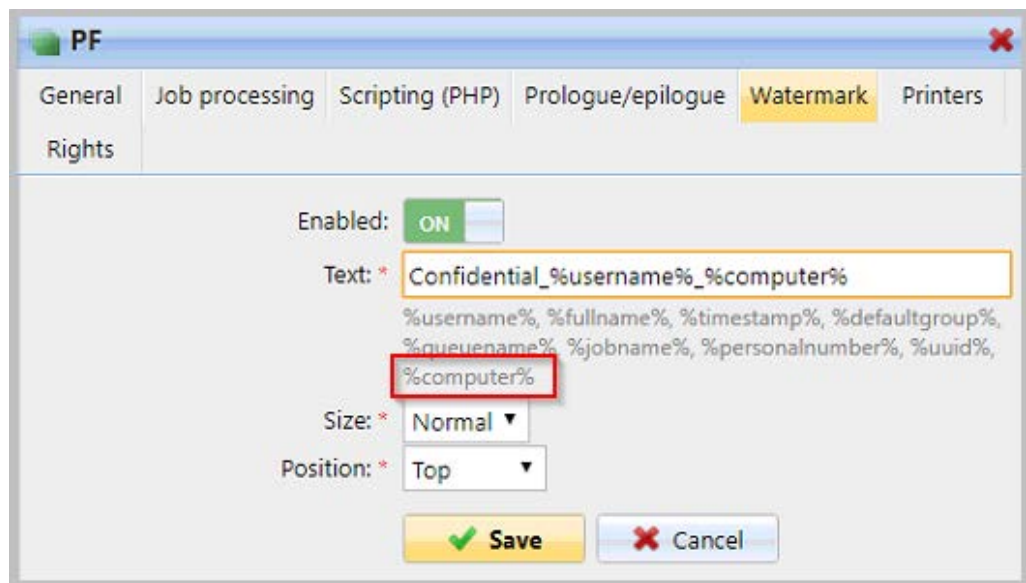
Color coverage must be enabled for the printer in KNM and in maintenance mode on the physical device. Contact KYOCERA support for more information.

- PCCL1 - Print color pages (L1)
- PCCL2 - Print color pages (L2)
- PCCL3 - Print color pages (L3)
- CCCL1 - Copy color pages (L1)
- CCCL2 - Copy color pages (L2)
- CCCL3 - Copy color pages (L3)



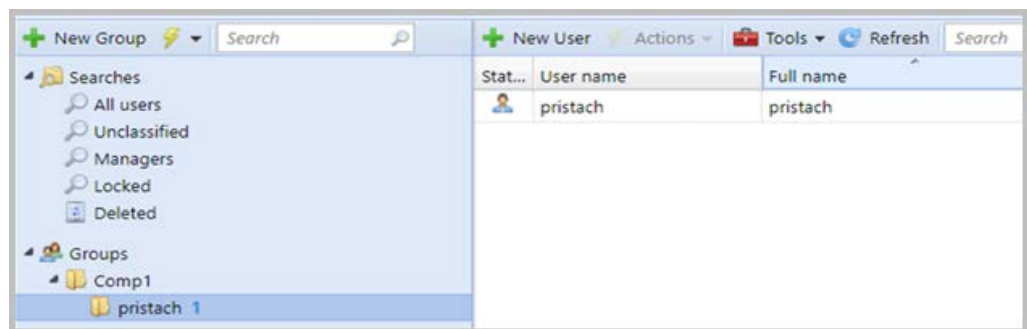
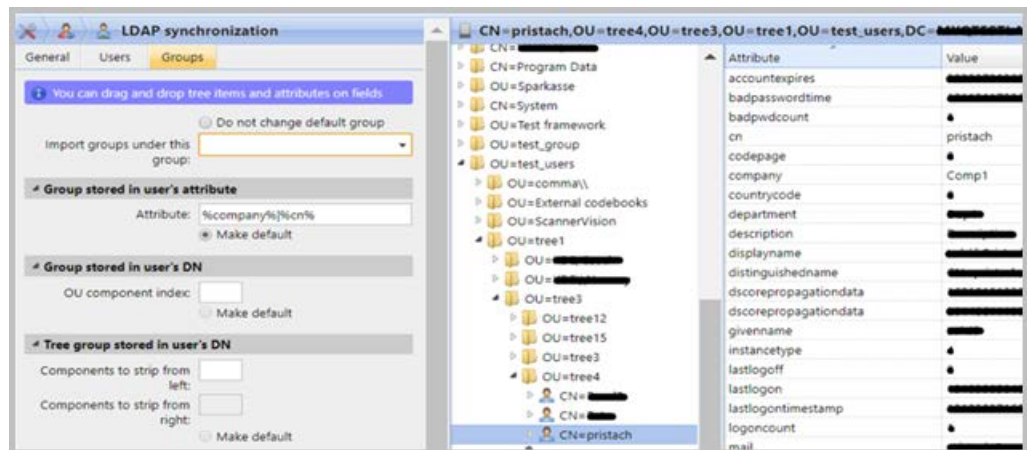
Watermark Can Contain Computer Name

A new watermark parameter is available. %computer% shows the name of the client computer.



LDAP Group Synchronization Attributes

Administrator can choose more attributes for grouping and can create a tree structure with main group and sub group using "%attribute1%|%attribute2%". The Administrator can set the attributes under "Group stored in user's attribute". This example uses "%company%|%cn%".



User Policies

There are two new user policies:

- Allow job history - When set to "No", the user cannot mark a job as favorite or re-print the job
- Allow job modification - When set to "No", the user cannot modify job properties when releasing a job

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