



PRINTERON 735UX-RBU USB Print Valet Keypad User Guide

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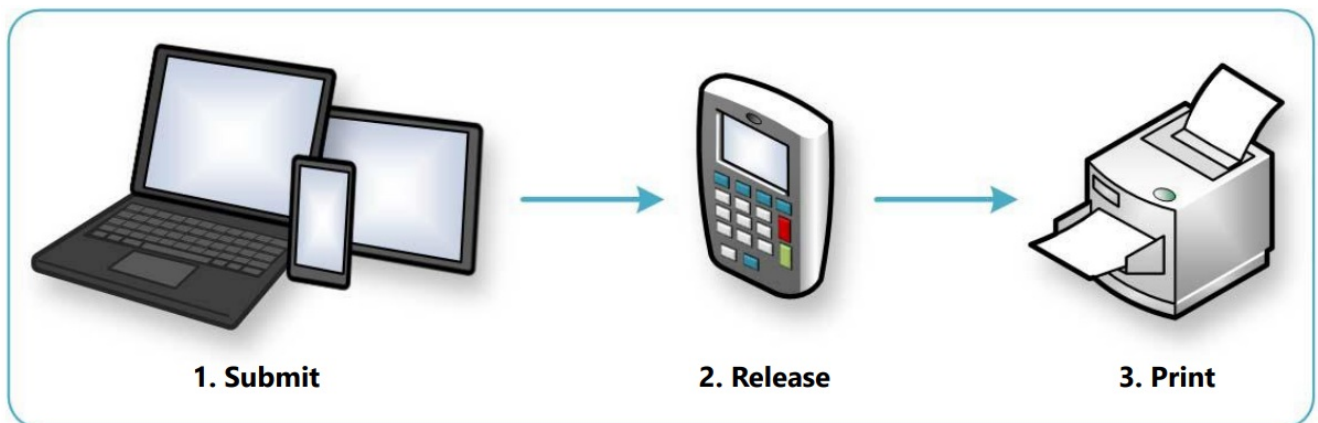
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Introduction

The Print Valet is a keypad device that provides users with a way to interact with printers that don't have their own means of securely entering print release codes.

Using a Print Valet does not change the workflow for the user; it simply allows you to extend secure printing to less sophisticated printing devices, enabling them to support Printer On's Secure Release functionality. With or without a Print Valet, the printing workflow remains the same:

1. **Submit:** A user submits a document and receives a 4-10 digit Release Code from Printer On unique to that specific print job.
2. **Release:** Using the Print Valet keypad near the printer, the user enters their Release Code. This code ensures that the document is sent privately and securely to the printer and prevents unwanted documents from being printed.
3. **Print:** The document is released to the printer, queued, and printed.

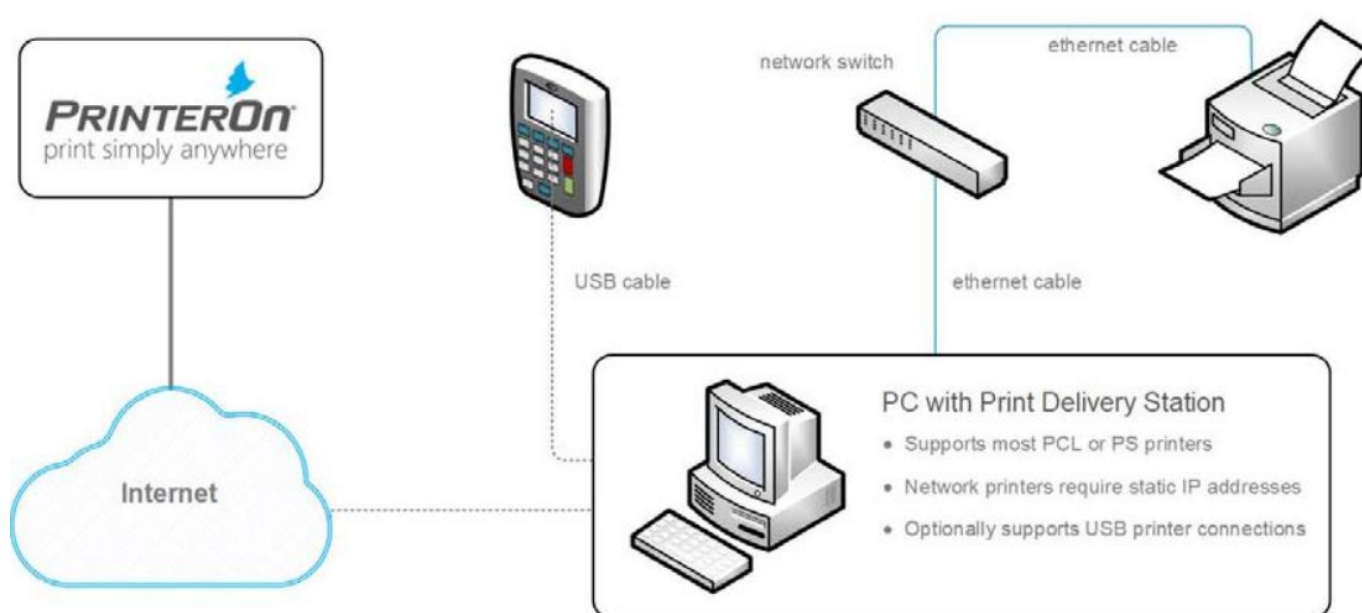


System requirements




The Print Valet is an external keypad unit with a USB interface. It has the following system requirements:

Requirement	Description
Printer On service	You must have an active licensed Printer On service to connect the Print Valet to the printer.
Connectivity	The PDS server must have an available USB port.
Driver	A USB-to-Serial device driver must be installed on the PDS server. Windows can connect to Windows Update to automatically search for the driver to install.
Operating System	<p>The PDS server must be running one of the following Windows versions:</p> <ul style="list-style-type: none"> • Windows XP • Windows Vista • Windows 7 • Windows 8 • Windows 10

Print Valet architecture



Print Valet keys

Key	Description
MENU	Allows you to access the job. Press MENU followed by one of the following keys: 1. Print Job 2. Delete Job 3. Reprint Job (if permitted)
 (Language)	Allows you to set the language. Press the Language key, followed by one of the following keys: 1. English 2. French 3. Spanish 4. Dutch 5. Italian 6. German
 (Back)	Deletes one entered character.
 (Help)	Displays which version of the Print Valet software the unit is running.
CANCEL	Returns the user to the Home screen.
CLEAR	Returns the user to the Home screen.

Installing and configuring the Print Valet

The Print Valet must be connected via USB to the same computer that hosts the Print Delivery Station software. The Print Valet installation is designed to be as simple as possible. Depending on your Windows software, installation can be as simple as plugging the Print Valet into an available USB port on the computer, and it is ready for use.

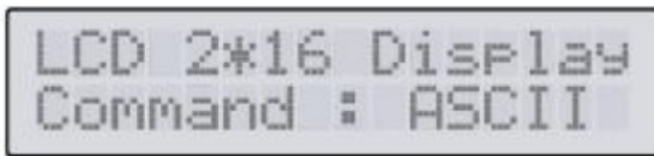
In other cases, you may need to perform some additional setup and configuration.

Connecting the Print Valet to the PDS server

To connect the Print Valet:

1. Connect the Print Valet to an available USB port on computer hosting your PDS software.

Once connected, the Print Valet LCD screen should display a blinking message



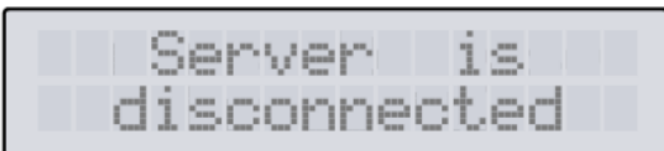
Depending on the OS of the computer, the outcome after connecting the

- If the required device driver is available on the computer and PDS is able to locate the Print Valet, the message displayed on the LCD should change to:



In this case, the Print Valet is ready for use. No further set-up is required. Users can now use the Print Valet to enter their release codes and release their print jobs to the printer.

- If the device driver is not available on the computer, Windows should display a system message indicating that the Device driver was not successfully installed. If this message appears, you'll need to manually install the necessary driver. For more information, see [Installing the USB-to-Serial device driver](#).
- If the device driver is available on the computer, but PDS is unable to locate the Print Valet, the message on the LCD may change to:



In this case, you'll need to configure the PDS to communicate with the Print Valet before it is operational.

Installing the USB-to-Serial device driver

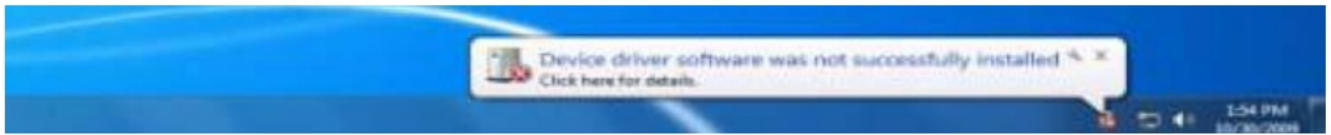
The USB Print Valet requires a USB-to-Serial device driver on the host computer. On most newer computers, this driver is already installed by default, and no additional steps are necessary.

However, if this driver is not already installed, you'll need to install it. This driver is available from Microsoft; Windows can connect to Windows Update to automatically search for the driver to install.

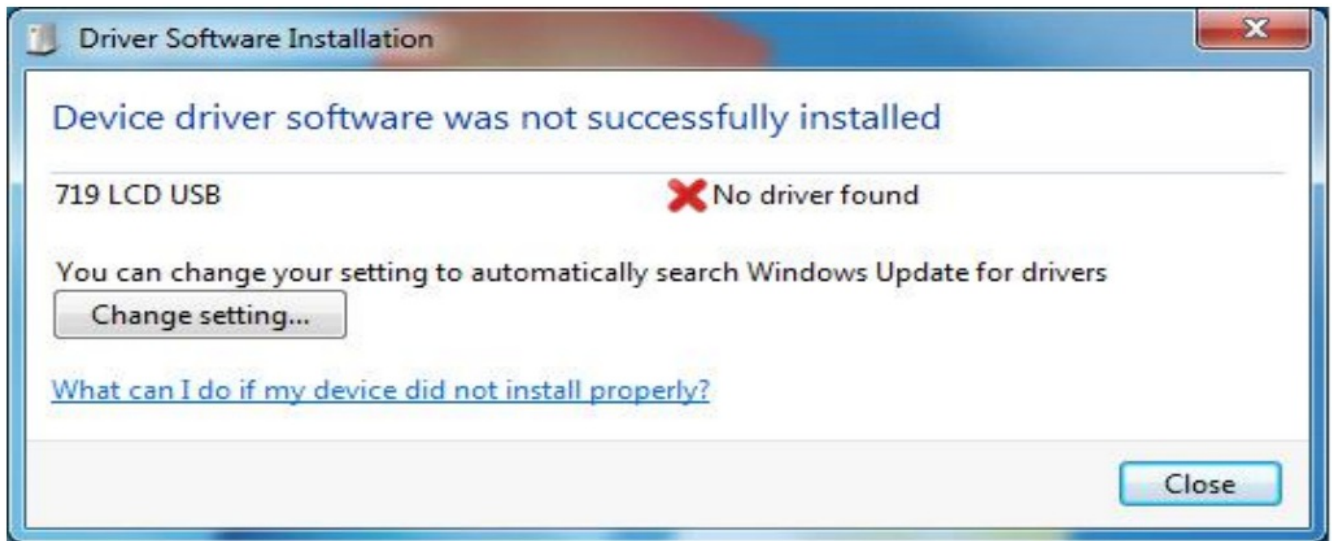
The following instructions describe how to install the USB-to-Serial device driver on a Windows 7 Windows 7 to change your Windows setting to automatically search for software and install.

To install the USB-to-Serial device driver:

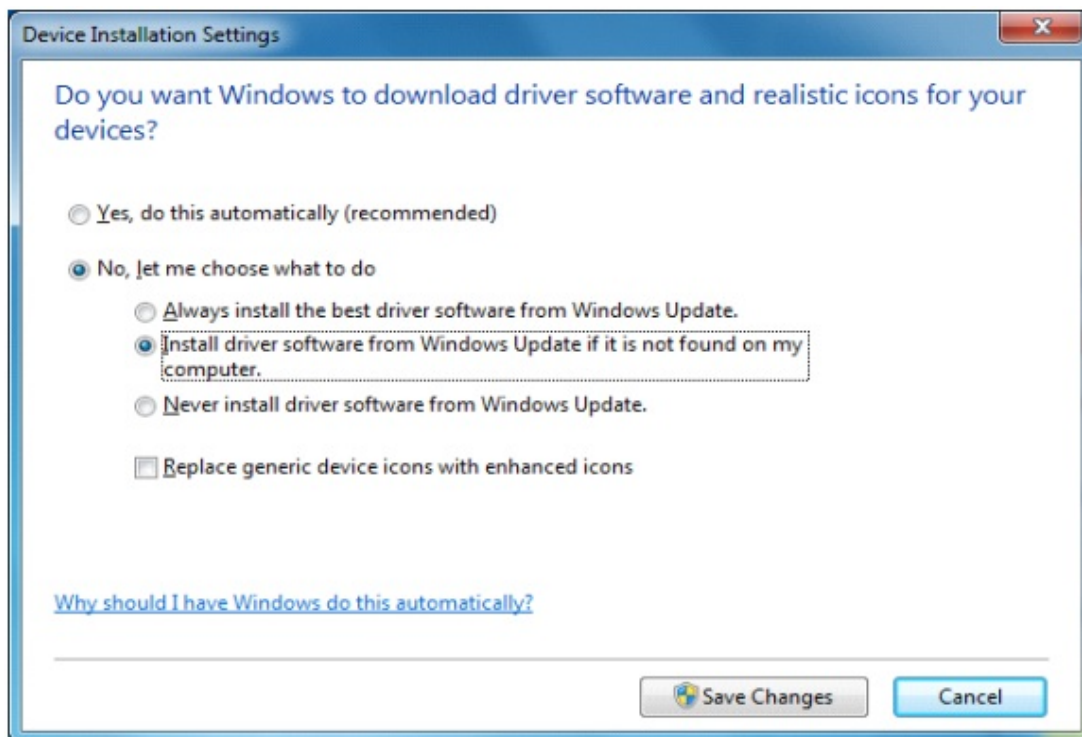
1. After connecting your Print Valet to the computer, in the lower-right corner of your computer screen, a Windows message should appear, indicating that the Device driver was not successfully installed.



2. Click the message. The Driver Software Installation dialog appears.



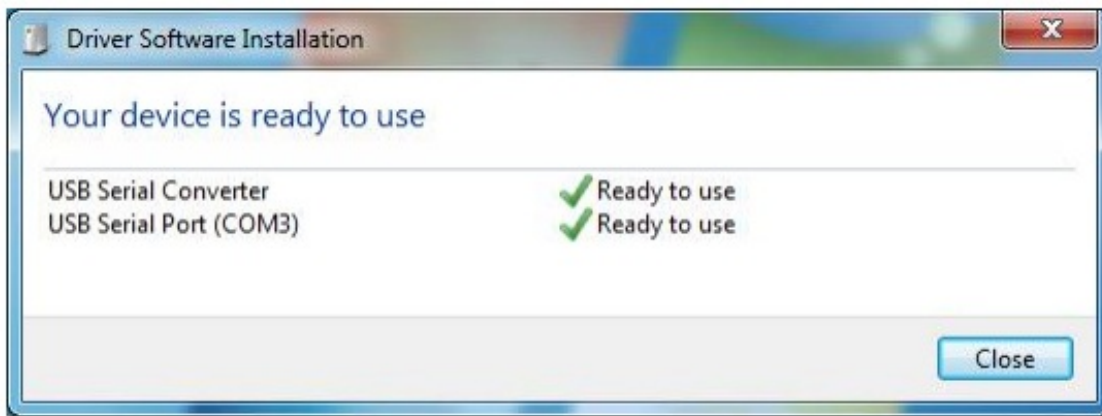
3. On the Driver Software Installation dialog, select Change setting. The Device Installation Settings dialog appears.



4. In the Device Installation Settings dialog, select Install driver software from Windows Update if it is not found on my computer, then click Save Changes.

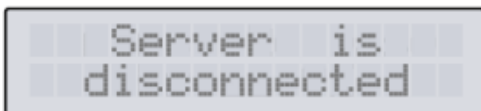
After changing this setting, Windows should automatically search for and install the required driver. When the driver is installed:

- The Driver Software Installation should appear with the message Your device is ready to use.

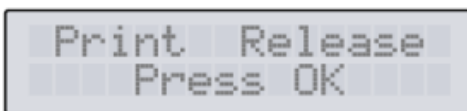


- The Print Valet should display one of the following messages:

If this message appears, the **PDS** was unable to determine which **COM** port the Print Valet is connected to. You'll need to configure the **PDS** to communicate with the Print Valet before it is operational.



If this message appears, the **PDS** was successfully able to determine which port the Print Valet was connected to. The Print Valet is ready for use. Users can now use the Print Valet to enter their release codes and release their print jobs to the printer.



Configuring PDS to communicate with the Print Valet

In most cases, when you connect the Print Valet to your PDS server, no additional configuration is needed. The PDS automatically scans the COM ports to locate the Print Valet and update the PDS configuration settings. However, if the PDS is unable to successfully locate the Print Valet, you may need to manually modify the PDS configuration to ensure that they can communicate.

This task must be performed from the Configuration Manager, either on the Printer On parent server, or on the remote server hosting the PDS software.

Note: This guide assumes that PDS' initial configuration and printer mapping have already been done. For complete details on installing and configuring PDS, see the *Printer On Print Delivery Station Administration Guide*.

To configure the PDS to communicate with a Print Valet:

1. In the Configuration Manager, click Advanced > Components.
2. Click the Configure button adjacent the Print Delivery Station component. The PDS component configuration appears.
3. Click Print Valet. The Print Valet tab appears.

The Print Delivery Station Print Valet panel of the Print Valet tab displays a list of all Print Valet devices that have previously been added to the PDS.

Print Delivery Station PrintValet

Enabled	Port Name	Default Language		
<input checked="" type="checkbox"/>	123.456.78.90:42	English	Edit	Delete
<input checked="" type="checkbox"/>	COM1	English	Edit	Delete

[Add](#)

Print Valet Settings

☒ List Jobs on PrintValet

[Apply Settings](#)

4. To associate your new Print Valet with your PDS, click Add. The Add/Edit Print Valet page appears.

Print Delivery Station Add/Edit PrintValet

Enabled ☒

Ethernet Connection ☒

123.456.78.90:42

Serial/USB Connection ☐

COM1

Default Language English

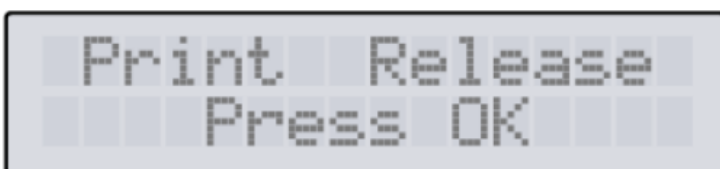
[Refresh Serial Ports](#)

Printer Association

☒ mycorp-boardroomprinter

[Save](#) [Cancel](#)

5. In the Add/Edit Print Valet panel, check Enabled to use the Print Valet to release print jobs.
6. Specify how the PDS connects to the Print Valet. For your Print Valet, check Serial/ USB Connection, then specify the serial port used to connect to the device.
- In general, you should select the highest COM port number available. To confirm that you have selected the correct COM port, your Print Valet LCD should read.



Note: You can click Refresh Serial Ports to update the COM port listings if any changes were made.

7. From the Default Language drop-down, specify the language the Print Valet will display information in.
8. In the Printer Association panel, select the printers for which the Print Valet will release print jobs.
- Note:** It is possible to configure different printers to different Print Valets when more than one printer is assigned to the PDS.
9. Click Save. The Add/Edit Print Valet screen closes, and the newly added Print Valet is added to the list of Print Valets associated with this PDS.

10. In the Print Valet Settings panel, check List Jobs on Print Valet to allow users to view their jobs directly on the Print Valet LCD.

11. Click Apply Settings.

With the Print Valet connected and communicating with the server, users can now use the Print Valet to enter their release codes and release their print jobs to the printer.

Releasing print jobs using the USB Print Valet

To release print jobs using the USB PrintValet:

1. Display the Home screen then press the OK key.



2. At the ID code prompt, enter the 4-10 digit release code that corresponds with the print job(s) you sent, then press OK.

Once the release code is entered, the Print Valet searches for your print job and displays the number of jobs that match that release code with the total number of pages.

3. To print your jobs, press OK.

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March 8 2022



Documents / Resources

 The image shows the cover of a 'PrinterOn USB Print Valet Setup Guide'. It has a blue background with the PrinterOn logo at the top. The title 'PrinterOn USB Print Valet' and subtitle 'Setup Guide' are in white. At the bottom, there are icons for a smartphone, a tablet, and a laptop.	<p>PRINTERON 735UX-RBU USB Print Valet Keypad [pdf] User Guide 735UX-RBU, USB Print Valet Keypad, Print Valet Keypad, Valet Keypad, Keypad, Print Valet</p>
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Manuals+.