

## **Using the Infoprint Manager Administration GUI**

The Infoprint Manager Administration GUI is an operator interface for working with Infoprint jobs and actual destinations such as printers. It runs on multiple platforms so you can use it from a workstation or directly on an Infoprint Manager server console. This chapter describes the following:

- [Tasks You Can Do with the Infoprint Manager Administration GUI](#)
- [The Three Views of the Infoprint Manager Administration GUI](#)
- [Starting the Infoprint Manager Administration GUI from a Workstation](#)
- [Starting the Infoprint Manager Administration GUI from the AIX Desktop in a Basic Environment](#)
- [Starting the Infoprint Manager Administration GUI from the AIX Desktop in an Advanced Environment](#)
- [Starting the Infoprint Manager Administration GUI from the AIX Command Line](#)

### **Tasks You Can Do with the Infoprint Manager Administration GUI**

You can use the Infoprint Manager Administration GUI to perform a wide range of printer operator and administrator tasks. From the server or from remote work stations, administrators can use this interface to configure and maintain a print environment that can be managed from a local or remote console. With the GUI, you can perform the following administration tasks:

- Create and delete logical destinations
- Move, enable, and disable logical destinations
- Create, delete, and move actual destinations
- Create and delete queues
- Show and change printer properties
- Show and change job properties
- Show and change server properties

You can also perform the following operator tasks:

- Support 100s of jobs and printers
- Customise your view of jobs and printers
- Check printer status
- Recover from printer errors
- Change media ready on the printer
- Enable/disable the printer
- Show SNMP printer status
- Check job status
- Recover from job errors
- Resubmit retained jobs
- Hold/release job, move job, search for job, and retain job
- Refresh job view automatically
- Change media for a job
- Change media supported by printer
- Space printer
- Change separator sheet
- Enable/disable all printers in server
- Stop/resume printer

For details supporting the listed tasks, use the online help that is available with the application.

## **The Three Views of the Infoprint Manager Administration GUI**

The Infoprint Manager Administration GUI offers three different views: basic, advanced, and distributed. Although you can display any view, each one is most suitable for a particular situation.

Use the basic view if your Infoprint server is configured to support:

- Print on Demand (commercial) printing
- Assignment of jobs to actual destinations when they are submitted
- PostScript, TIFF, and variable data jobs
- Jobs submitted from Infoprint Submit or Infoprint Scan

Use the advanced view if your Infoprint server is configured to support:

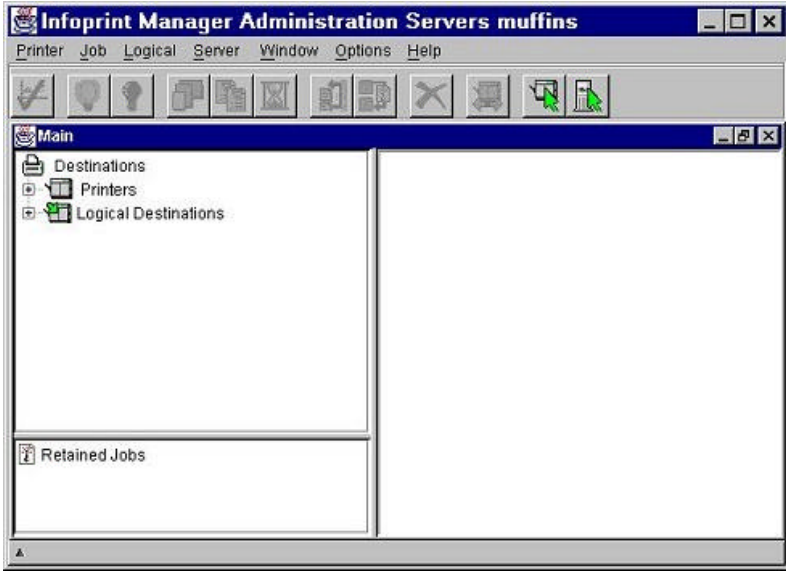
- Data center (production) printing
- Printer pooling for workload ballancing
- Jobs submitted from the command line, from workstation applications through Infoprint Select, or from other application programs

Use the distributed view if you are a customer service representative at a help desk who needs to locate jobs and assist customers.

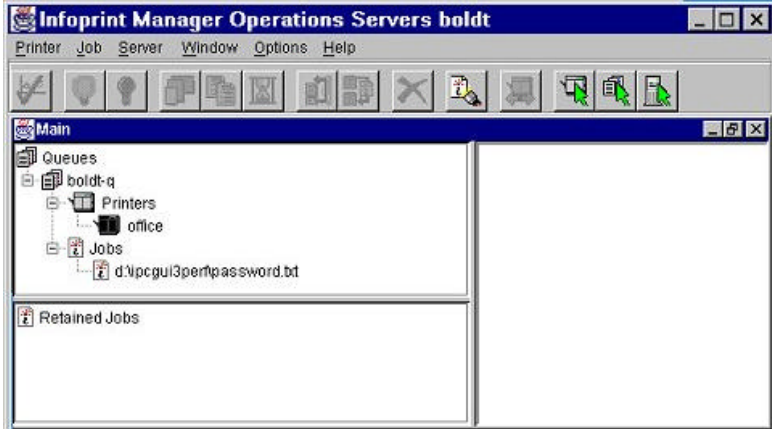
## **Starting the Infoprint Manager Administration GUI from a Workstation**

To open the Infoprint Manager Administration GUI from Microsoft Windows '95, '98, NT and Windows 2000, select one of the following Infoprint icons:

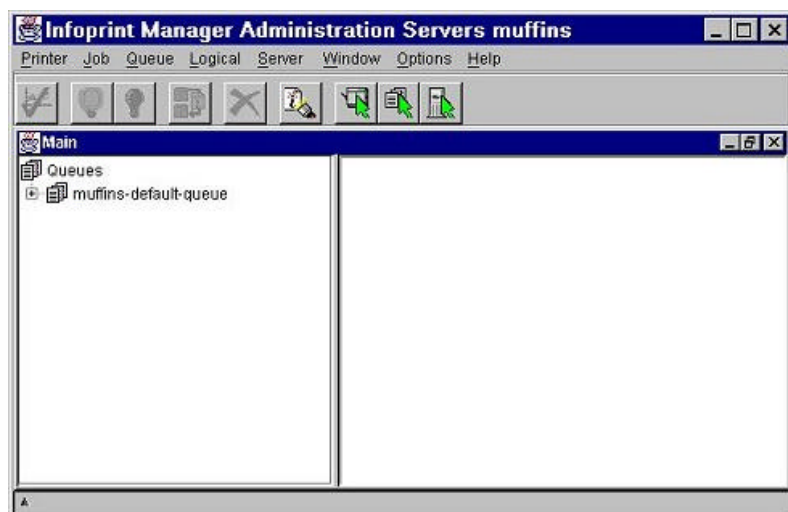
Select the **Basic Administration Infoprint** icon to open a view similar to the following:



Select the **Advanced Administration Infoprint** icon to open a view similar to the following:



Select the **Distributed Administration Infoprint** icon to open a view similar to the following:



### [Starting the Infoprint Manager Administration GUI from the AIX Desktop in a Basic Environment](#)

**Note:** If the Infoprint icon does not appear on the front panel of the desktop, you have an advanced environment. See "Starting the Infoprint Manager Administration GUI from the AIX Desktop in an Advanced Environment."

To start a view of the Infoprint Manager Administration GUI from the AIX desktop in a basic environment:

1. Select the arrow over the **Infoprint** icon to display the IBM Infoprint popup.
2. Select the Administration GUI view of your choice (basic, advanced, or distributed).

### [Starting the Infoprint Manager Administration GUI from the AIX Desktop in an Advanced Environment](#)

**Note:** If the Infoprint icon appears on the front panel of the desktop, you have a basic environment. See "Starting the Infoprint Manager Administration GUI from the AIX Desktop in a Basic Environment."

To start a view of the Infoprint Manager Administration GUI from the AIX desktop in an advanced environment:

1. Click the **Application Manager** icon, which looks like an open drawer with a calculator, to open the `Application Manager` window. Among the application icons, there is a folder for the Infoprint application group.
2. Double-click the **Infoprint** folder to open the Infoprint Application Group window.
3. Double-click the icon for the Administration GUI view of your choice (basic, advanced, or distributed).

### [Starting the Infoprint Manager Administration GUI from the AIX Command Line](#)

You can start the Infoprint Manger Administration GUI from an aixterm window.

To open a basic view, enter:

```
ipguibasicadm
```

To open an advanced view, enter:

```
ipguiadvadm
```

To open a distributed view, enter:

```
ipguidistadm
```