DeskTopBinder Professional
Version 5

Setup Guide

Read this manual carefully before you use this product and keep it handy for future reference.

Introduction

This manual contains detailed instructions and notes on the operation and use of this product. For your safety and benefit, read this manual carefully before using the product. Keep this manual in a handy place for quick reference.

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- The product names of Windows 2000 are as follows:
  Microsoft® Windows® 2000 Professional
  Microsoft® Windows® 2000 Server
  Microsoft® Windows® 2000 Advanced Server

- The product names of Windows XP are as follows:
  Microsoft® Windows® XP Professional
  Microsoft® Windows® XP Home Edition

- The product names of Windows Vista are as follows:
  Microsoft® Windows Vista® Ultimate
  Microsoft® Windows Vista® Enterprise
  Microsoft® Windows Vista® Business
  Microsoft® Windows Vista® Home Premium
  Microsoft® Windows Vista® Home Basic

- The product names of Windows Server 2003 are as follows:
  Microsoft® Windows Server® 2003 Standard Edition
  Microsoft® Windows Server® 2003 Enterprise Edition

- The product names of Windows Server 2003 R2 are as follows:
  Microsoft® Windows Server® 2003 R2 Standard Edition
  Microsoft® Windows Server® 2003 R2 Enterprise Edition

DeskTopBinder Manuals

Read the descriptions in each manual according to your purpose.

✐ Note

❒ To display PDF form manuals, Adobe Acrobat or Adobe Reader must be installed on the client computer.

❖ **Setup Guide**

This manual explains setup methods and operating environment required to use DeskTopBinder.
It also describes about settings necessary after DeskTopBinder installation and how to deal with problems occurring during DeskTopBinder operation.

❖ **Introduction Guide**

This manual explains basic setting methods and operating procedures for DeskTopBinder using graphics as dialog box or window examples.
It also describes about Function Palette and other tools installed at the same time as DeskTopBinder.

❖ **Auto Document Link Guide**

This manual explains how to set delivery server in-trays, Windows folders, Fax Received Files, and a Caplio digital camera as monitored items, and transfer methods for documents or files found in the items.
It also describes about how to deal with problems occurring during Auto Document Link operation.

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How to Read This Manual

Symbols

In this manual, the following symbols are used :

⚡Important

This symbol indicates a situation that may result in property damage or malfunction if instructions are not followed. Be sure to read the instructions.

📖 Preparation

This symbol indicates information or preparations required prior to operating.

🖉 Note

This symbol indicates precautions for operation, or actions to take after abnormal operation.

📌 Limitation

This symbol indicates numerical limits, functions that cannot be used together, or conditions in which a particular function cannot be used.

🔍Reference

This symbol indicates a reference.

[ ]

Elements on the machine's display panel or the computer's display, such as keys, buttons, and menus.

Overview of ScanRouter System

ScanRouter System is a group of document management applications that helps users improve their business efficiency and productivity, and speed up management and organizational procedures.

The volume of electronic and paper documents that must be stored increases on a daily basis. ScanRouter System can efficiently manage huge amounts of document data, such as scanned-in/fax-received image data and files made using computer applications-creating a work environment that is optimized for business usage information.

ScanRouter System documents can be easily retrieved, viewed, edited, printed, and sent by e-mail to communicate information to any person at any time.

In addition to supporting a wide variety of user authentication methods, for extra security, ScanRouter System can protect users' documents using easily made access settings.

ScanRouter System includes the following applications:

- DeskTopBinder Lite/Professional
- ScanRouter V2 Lite/Professional
- ScanRouter Enterprise
- ScanRouter EX Professional/Enterprise
- ScanRouter DocumentServer
- ScanRouter Web Navigator

A ——————— Data flow when a delivery server is used
B ·················· Data flow when DeskTopBinder and
a document management server are used
C – – – – – – Data flow when ScanRouter Web Navigator is used
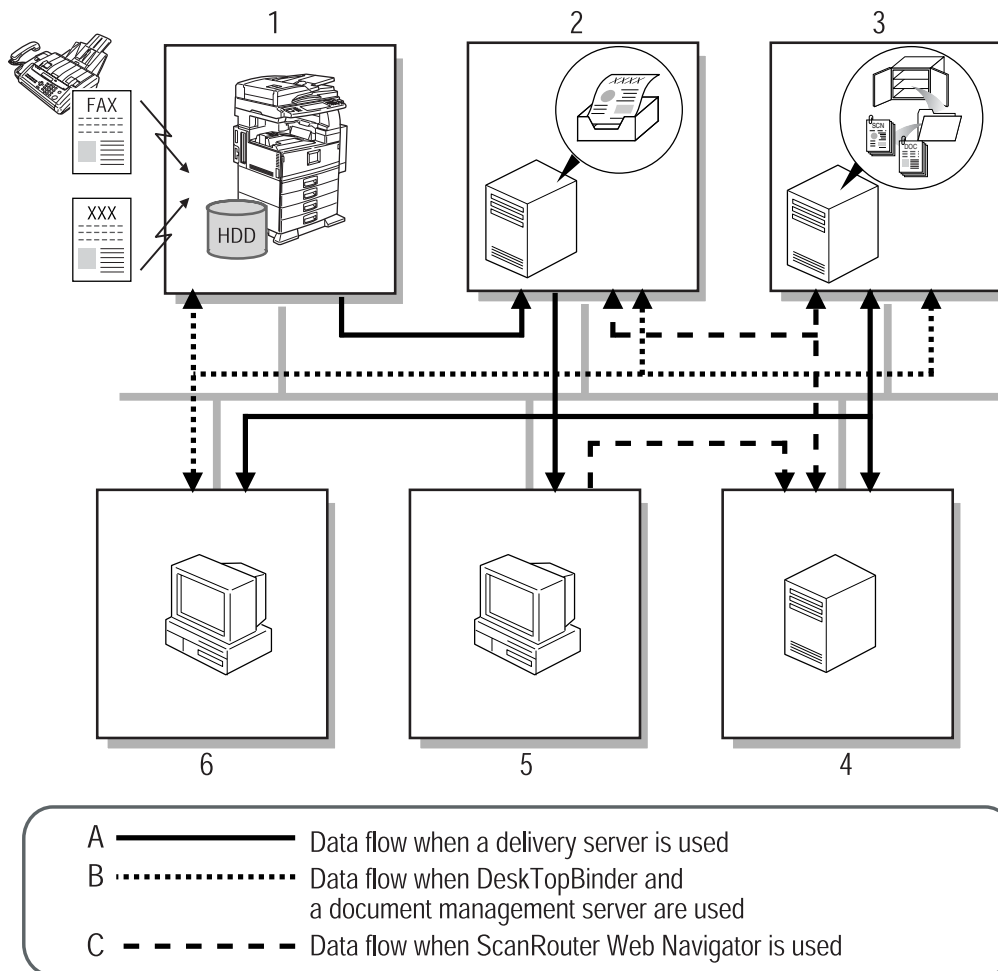
ADP001S

1. **Network devices**

You can input or output documents using network devices.

Documents scanned from a scanner or received by fax are sent to the delivery server.

If there is a hard disk drive (Document Server) on a network device, the Document Server receives documents read by network device or received by fax. Documents in the Document Server can be used with ScanRouter System software products.

2. **ScanRouter V2 Lite/Professional, ScanRouter Enterprise, and ScanRouter EX Professional/Enterprise (delivery server)**

The server works with other devices on the network to deliver documents. Documents received from network devices are delivered according to the delivery method configured for each destination.

Possible delivery methods include: saving in in-tray, sending by e-mail, and adding to a document management server folder.

3. ScanRouter DocumentServer (document management server)

Documents created in different kinds of application can be added from DeskTop-Binder and ScanRouter Web Navigator to the document management server. The server arranges, sorts, and manages these documents.

Configuring access rights for each cabinet and folder in the server restricts user/group access and operations they can perform, and prevents unwanted document tampering.

4. ScanRouter Web Navigator (Web server)

ScanRouter Web Navigator is a portal application enabling access from Web client to document management server and delivery server in-trays using a Web browser.

It is not necessary to install ScanRouter Web Navigator on each client computer, since document operations can be performed using the Web browser on client computers.

5. Web Browser (client computer)

Client computers access the Web server through the Web browser to search, display, and download documents in an in-tray or in the document management server.

6. DeskTopBinder Lite/Professional (client computer)

On a client computer, DeskTopBinder Lite/Professional manages various kinds of data as documents.

Using DeskTopBinder Lite, documents in the delivery server can be viewed and managed. Using DeskTopBinder Professional, documents in the document management server and delivery server can be viewed and managed.

When Document Server is used with a network device, documents in Document Server can be viewed from or copied to DeskTopBinder Lite/Professional to be edited or managed.

1. Overview of DeskTopBinder Professional

DeskTopBinder Professional

DeskTopBinder Professional can integrate various kinds of data, such as files made with different applications, scanned image data, and existing image files for total document management. If network locations are added from Extended Features, you can view and manage documents in ScanRouter V2 Lite/Professional, ScanRouter Enterprise, or ScanRouter EX Professional/Enterprise in-trays, or ScanRouter DocumentServer cabinets using DeskTopBinder Professional. Furthermore, when DeskTopBinder Professional is used with input/output devices, adding scanned-in documents and outputting (Print and Send by Fax) documents from DeskTopBinder Professional are available. Depending on the network devices, saved documents in Document Servers can be copied to DeskTopBinder Professional. Documents in Document Servers can also be printed and outputted from DeskTopBinder Professional.

There are two types of installation: full installation, which installs all functions of DeskTopBinder Professional, and custom installation, which you can select which application to install.

Tools Installed with DeskTopBinder Professional

When DeskTopBinder Professional is installed, the following tools are also installed. To start these tools, click **[Start]**, point to **[All Programs]** or **[Programs]**, point to **[DeskTopBinder]**, and then click the tool name you want to use.

Function Palette

Function Palette is available on computers with DeskTopBinder Professional installed. Input, output, and convert functions of DeskTopBinder Professional are displayed as buttons on Function Palette, if they are configured in advance using DeskTopBinder Professional Extended Features. Operations such as Print and Convert to Image can be performed by clicking a button to add scanned originals or dropping a file on a button using a drag-and-drop operation without starting DeskTopBinder Professional.

Auto Document Link

When delivery server in-trays, Windows folders, Fax Received Files of network devices, and a Caplio digital camera are set as monitored items, Auto Document Link notifies you when they receive documents or files. Transferred documents or files are added to DeskTopBinder Professional or ScanRouter DocumentServer, or saved in other Windows folders. If you periodically add or save documents or files from specific locations to DeskTopBinder Professional folders, ScanRouter DocumentServer folders, or Windows folders, Auto Document Link is helpful as it obviates time and trouble needed to add or save those documents or files.

$\mathcal{P}$Reference

For details about Auto Document Link, see "Auto Document Link Guide".

Extended Features Wizard

You can add functions of DeskTopBinder Professional easily using Extended Features Wizard. For details about Extended Features Wizard, see p.29 "Extended Features Wizard".

SmartDeviceMonitor for Client

SmartDeviceMonitor for Client automatically searches for printers on the network and sends print data directly to printers from client computers without using a print server. Also, SmartDeviceMonitor for Client monitors specified printers and notifies you when a print job is completed or an error occurs during printing, and performs Recovery Printing and Parallel Printing.

Furthermore, using SmartDeviceMonitor for Client, you can check printer settings on the network and other detailed printer information.

🖉 Note

❒ For details about SmartDeviceMonitor for Client, see SmartDeviceMonitor for Client Help.

Import & Convert Tool

Import & Convert Tool enables you to add files in Windows folders to DeskTop-Binder Professional collectively. It is also possible to automatically convert files into image or PDF files before they are added.

🔎 Reference

For details about using Import & Convert Tool, see DeskTopBinder Help.

1

2. Getting Started

Operating Environment

System Requirements

System Requirements of DeskTopBinder Professional

To install and use all functions of DeskTopBinder Professional, Auto Document Link, Function Palette, and SmartDeviceMonitor for Client, your computer must meet the following system requirements:

- Computer
  PC/AT compatible computer

- One of the following operating systems:
  Microsoft Windows 2000 ProfessionalService Pack 1 or later
  Microsoft Windows 2000 Server Service Pack 1 or later
  Microsoft Windows 2000 Advanced Server Service Pack 1 or later
  Microsoft Windows XP Professional
  Microsoft Windows XP Home Edition
  Microsoft Windows Vista Ultimate
  Microsoft Windows Vista Enterprise
  Microsoft Windows Vista Business
  Microsoft Windows Vista Home Premium
  Microsoft Windows Vista Home Basic
  Microsoft Windows Server 2003 Standard Edition
  Microsoft Windows Server 2003 Enterprise Edition
  Microsoft Windows Server 2003 R2 Standard Edition
  Microsoft Windows Server 2003 R2 Enterprise Edition

  ### ✦ Limitation
  ❒ If your operating system is a 64-bit edition of Windows XP/Vista or Windows Server 2003, you cannot use DeskTopBinder Professional.

  ❒ If your operating system is Windows Vista, you must install "WinHlp32.exe" to display Help. Download this program from the Microsoft Web site and install it.

- CPU
  Pentium 133 MHz or faster
  (Pentium II 266 MHz or faster recommended)

- RAM
  64 MB or more
  (128 MB or more recommended)

- Hard Drive Space Available
  600 MB or more
- Display
  High Color (64,000 Colors), 800 × 600 pixel or more
- Connecting System
  ScanRouter V2 Lite V1.0.4.0 or later
  ScanRouter V2 Professional V1.0.4.0 or later
  ScanRouter Enterprise V1.0.0.0 or later
  ScanRouter EX Professional V3.1.0.0 or later
  ScanRouter EX Enterprise V2.1.0.0 or later
  ScanRouter DocumentServer V1.0.0.0 or later

🖉 Note

❒ For details about ScanRouter System applications that can be installed on a computer where DeskTopBinder Professional is installed, see the Readme file.

- Easy Scanning
  For information about devices that support Easy Scanning, see the Compatible Device List.
- Easy Print
  For information about devices that support Easy Print, see the Compatible Device List.
- Caplio Digital Camera
  For information about Caplio digital cameras, see the Compatible Device List.

⚠️Important

❒ To set a Caplio digital camera as a monitored item using Auto Document Link, you must first switch the camera on and select either **[ORIGINAL]** or **[MASS STR]** for the USB connection setting. Note the following conditions before selecting the USB setting:

- **[ORIGINAL]**
  To monitor a Caplio, the driver supplied with the camera must be installed on your computer.

- **[MASS STR]**
  First refer to the Readme file and check whether your Caplio supports mass storage connection with Auto Document Link.
  Also, check that your computer's operating system is Windows 2000/XP/Vista or Windows Server 2003.
  If the camera or operating system does not support mass storage connection, select **[ORIGINAL]**.
  If you select **[MASS STR]**, the driver does not have to be installed.

❤ **Limitation**

❒ System requirements may differ depending on the connected devices.

❒ ScanRouter System applications communicate with network locations through specific ports. If the client computer running DeskTopBinder Professional is connected to a device or a ScanRouter System server application in a firewall protected network environment, make sure the firewall is not blocking the following ports:

- To connect to devices
  HTTP: 80, HTTPS: 443, SNMP: 161, FTP: 20 or 21

- To connect to ScanRouter System server applications
  At least one of the following: UDP 50410, UDP 50420, UDP 50430, UDP 50440, UDP 50450

🔎 **Reference**

For information about the connected devices, see the operating instructions for each device.

For information about the operating environment of Adobe PDF Creation Add-On, see the Adobe PDF Creation Add-On Readme file.

System Requirements of SmartDeviceMonitor for Client

To install only SmartDeviceMonitor for Client and use its functions, your computer must meet the following system requirements:

🖉 **Note**

❒ If you want to install SmartDeviceMonitor for Client at the same time as the main functions of DeskTopBinder Professional, your system must meet the requirements listed on p.9 "System Requirements of DeskTopBinder Professional". If you want to install only SmartDeviceMonitor for Client as the custom installation, your system must meet the requirements listed below.

- One of the following operating systems:
  Microsoft Windows 2000 Professional Service Pack 1 or later
  Microsoft Windows 2000 Server Service Pack 1 or later
  Microsoft Windows 2000 Advanced Server Service Pack 1 or later
  Microsoft Windows XP Professional
  Microsoft Windows XP Home Edition
  Microsoft Windows Vista Ultimate
  Microsoft Windows Vista Enterprise
  Microsoft Windows Vista Business
  Microsoft Windows Vista Home Premium
  Microsoft Windows Vista Home Basic
  Microsoft Windows Server 2003 Standard Edition
  Microsoft Windows Server 2003 Enterprise Edition
  Microsoft Windows Server 2003 R2 Standard Edition
  Microsoft Windows Server 2003 R2 Enterprise Edition

⚐ Limitation

❒ If your operating system is a 64-bit edition of Windows XP/Vista or Windows Server 2003, the Preview and Print function cannot be installed.

- CPU
  Pentium 133 MHz or faster

- RAM
  32 MB or more

- Hard Drive Space Available
  20 MB or more

Network Environment

To use SmartDeviceMonitor for Client to monitor devices and print documents, the following network environment is required:

❖ To Monitor Devices

- TCP/IP supplied with the operating system
- In an IPX/SPX environment, an IPX/SPX-compatible protocol and the NetWare protocol supplied with the operating system

❖ To Print Documents

- TCP/IP or NetBEUI supplied with the operating system

⚐ Limitation

❒ In a wireless LAN environment, printing may not be possible as a result of insufficient wave strength.

❒ If you install SmartDeviceMonitor for Client under Windows XP/Vista or Windows Server 2003, NetBEUI cannot be used.

❒ To use SmartDeviceMonitor for Client in an Internet Protocol Version 6 (IPv6) environment, SmartDeviceMonitor for Client must be installed under Windows XP SP 2/Vista or Windows Server 2003. Only the print function is available in the IPv6 environment.

File Types

Files Created Using Applications

DeskTopBinder Professional can manage files with the extensions below.

To perform operations for these files using all functions of ScanRouter System, the respective applications must be installed.

- .txt
  WordPad or another text editor must be installed.

- .doc (a file created using Microsoft® Word 97/98/2000, Microsoft® Word version 2002, or Microsoft® Office Word 2003/2007)
  Microsoft® Word 98/2000, Microsoft® Word version 2002, or Microsoft® Office Word 2003/2007 must be installed.

- .rtf (a file created using Microsoft® Word 97/98/2000, Microsoft® Word version 2002, or Microsoft® Office Word 2003/2007)
  Microsoft® Word 98/2000, Microsoft® Word version 2002, or Microsoft® Office Word 2003/2007 must be installed.

- .docx, .docm (a file created using Microsoft® Office Word 2007)
  Microsoft® Office Word 2007 must be installed.

- .ppt (a file created using Microsoft® PowerPoint® 97/2000, Microsoft® PowerPoint® version 2002, or Microsoft® Office PowerPoint® 2003/2007)
  Microsoft® PowerPoint® 2000, Microsoft® PowerPoint® version 2002, or Microsoft® Office PowerPoint® 2003/2007 must be installed.

- .pptx, .pptm (a file created using Microsoft® Office PowerPoint® 2007)
  Microsoft® Office PowerPoint® 2007 must be installed.

- .xls (a file created using Microsoft® Excel®97/2000, Microsoft® Excel® version 2002, or Microsoft® Office Excel® 2003/2007)
  Microsoft® Excel® 2000, Microsoft® Excel® version 2002, or Microsoft® Office Excel® 2003/2007 must be installed.

- .xlsx, .xlsm (a file created using Microsoft® Office Excel®2007)
  Microsoft® Office Excel® 2007 must be installed.

- .pdf (a PDF version 1.2/1.3/1.4/1.5/1.6 file created using Adobe® Acrobat® 3/4/5/6/7/8)
  Adobe® Acrobat® 5.0 or later must be installed.

❣ **Limitation**

❒ For files with a format not supported by DeskTopBinder Professional operations from DeskTopBinder Professional may not be performed properly.

❒ The following functions cannot be used for Microsoft® Office 2007 files that were added as document management server or delivery server documents and have a ".docx", ".docm", ".pptx", ".pptm", ".xlsx", or ".xlsm" extension:

- Printing from servers
- Faxing from servers
- Creating Content Text Search data
- Creating PDF data
- Creating Web Viewer Display data

✐ **Note**

❒ According to the configuration of Windows and the status of an application, the thumbnail created might be different. For example, the thumbnail's background color will change according to the color scheme on the **[Appearance]** tab of the **[Display Properties]** dialog box.

Image Files

Scanned documents and the following image files are displayed with DeskTopBinder Professional.

Only the file types listed below are treated as image files.

Exif information (such as shooting date) of Exif-compliant files is set to document properties when they are added. You can display the Exif information using Properties.

- BMP (Uncompressed)
  Black & White (1 bit), 256 colors (8 bits), Grayscale (8 bits), Full Colors (24 bits)
- TIFF compliant to multi-pages (Uncompressed, Packbits)
  Black & White (1 bit), 256 colors (8 bits), Grayscale (8 bits), Full Colors (24 bits)
- TIFF compliant to multi-pages (ITU-T G3 FaxMH, ITU-T G3 FaxMR, ITU-T G4 FaxMMR, TIFF-MH(Huffman RLE))
  Black & White (1 bit)
- TIFF compliant to multi-pages (JPEG (JFIF) -YCbCr)
  Grayscale (8 bits), Full Colors (24 bits)
- TIFF Class F compliant to multi-pages (ITU-T G3 FaxMH, ITU-T G3 FaxMR, ITU-T G4 FaxMMR)
  Black & White (1 bit)
- JPEG (Normal, Progressive)
  Grayscale (8 bits), Full Colors (24 bits)
- PNG
  Black & White (1 bit), 256 colors (8 bits), Grayscale (8 bits), Full Colors (24 bits)

✐ **Note**

❒ To use functions that require devices, those devices must support the file types mentioned above.

3. Installing

Installation Precautions

In this guide, the terms "previous version" and "previous application" refer to:

- DeskTopBinder/ScanRouter-Browser
- DeskTopBinder V2 Lite/Professional

Before installation

If the client computer is configured for antivirus software real-time virus search, cancel the search before installing DeskTopBinder Professional.

User Accounts That Can Install DeskTopBinder Professional

To install DeskTopBinder Professional under the following operating systems, you must log on to Windows using an Administrators group user account. DeskTopBinder Professional cannot be installed if you log on using a user account of another group.

- Windows 2000/XP/Vista
- Windows Server 2003

📝 Note

❒ In some computer environments, after the DeskTopBinder Professional installation is completed, installation might start again when you restart the computer. This second installation upgrades RICOH File Writer. If DeskTopBinder Professional is installed under Windows 2000/XP/Vista or Windows Server 2003, log on to Windows using the same user account used when DeskTopBinder Professional was installed (as the message at restart instructs you).

Installation Type

When installing DeskTopBinder Professional, you can select one of the two methods below:

- Full installation
- Custom installation

Full Installation

All functions of DeskTopBinder Professional, Auto Document Link, Function Palette, and SmartDeviceMonitor for Client are installed.

Custom Installation

In the **[Select Features]** dialog box, select which applications to install from Desk-TopBinder (Main), Auto Document Link, Function Palette, and SmartDevice-Monitor for Client. If you click **[Details...]**, the **[Detailed Feature Selection]** dialog box appears. You can select only functions you require for the selected applications. The following functions are available:

📝 **Note**

❒ Functions available in the **[Detailed Feature Selection]** dialog box vary depending on which applications are selected in the **[Select Features]** dialog box.

❒ Even after installation, functions can be added or deleted.

*🔎***Reference**

For details about how to add or delete functions, see p.36 "Adding/Removing Features".

❖ **Available functions of DeskTopBinder (Main), Auto Document Link, and Function Palette**

Available function	Details
Server	By connecting to the document management server or delivery server, you can view and perform operations for documents in the server.
Document Server (MFP)	Documents in Document Servers (MFP) can be searched, printed, sent by fax, and can their properties be displayed.
Caplio Digitial Camera	Provides connection to a Caplio digital camera and enables operations on images captured using digital cameras.
Scanner	Documents or images scanned using a scanner are added to DeskTopBinder Professional.

Available function	Details
Fax	Documents added to DeskTopBinder Professional can be sent by fax using a network device that supports the LAN Fax driver.
Direct print	Documents added to DeskTopBinder Professional can be printed directly using a printer that supports the Direct Print function.
Preview and print	Before printing documents, the preview display dialog box can be displayed where you can check a preview of a document, make print settings, change print page order, and delete print pages.
Job Binding	DeskTopBinder Professional documents can be saved in Job Binding.

❖ **Available functions of SmartDeviceMonitor for Client**

Available function	Details
Port Monitor	Print data is directly sent to a printer on the network without using a print server.
Notification	The **[Notification]** dialog box appears when notifying of print completion and an error occurs during printing.
Recovery / Parallel Printing	A print job can be equally divided with multiple printers. If a specified printer is unavailable for printing, another printer takes the print job.
Job History / Operation	Print jobs can be displayed by list where you can cancel print jobs that are not completed.
Monitor I/O Device(s)	Periodically monitors devices configured for monitoring and displays the current status of a device.
Preview and Print	When printing using a printer driver, the preview display dialog box can be displayed where you can check the preview of a document, make print settings, change print page order, and delete print pages.

Note

❒ If your operating system is a 64-bit edition of Windows XP/Vista or Windows Server 2003, you cannot select **[Preview and Print]**.

When Other ScanRouter Applications Are Already Installed

This section contains cautions and information you need to be aware of when installing DeskTopBinder Professional in an environment where other ScanRouter applications are used.

DeskTopBinder Lite

If DeskTopBinder Lite is already installed on the computer, you cannot overwrite the existing DeskTopBinder Lite when installing DeskTopBinder Professional.

Uninstall DeskTopBinder Lite before installing DeskTopBinder Professional.

ScanRouter V2 Link and Auto-addition Tool

Functions of ScanRouter V2 Link and Auto-addition Tool have been integrated into Auto Document Link. If you try to install DeskTopBinder Professional on a client computer where ScanRouter V2 Link is installed, a message about uninstalling ScanRouter V2 Link appears. Settings made with ScanRouter V2 Link are inherited by Auto Document Link, even if ScanRouter V2 Link is uninstalled.

$\mathcal{P}$ Reference

For details about Auto Document Link, see "Auto Document Link Guide".

Job Binding Functions

Functions of Job Binding have been integrated into DeskTopBinder Professional. Previous Job Binding data can also be inherited. To use Job Binding, add this function in Network from Extended Features.

Note

❐ Job Binding is enabled only when an RPCS printer driver is installed.

❐ Thumbnail creation may take time when inheriting pre-integration DeskTopBinder V2 Lite and DeskTopBinder V2 Professional Job Binding (RPCS printer) data. When DeskTopBinder V2 version 2.XXX or later is upgraded, Job Binding data can be inherited, since thumbnails have already been created.

Earlier Versions and Applications of SmartDeviceMonitor for Client

❖ **Earlier versions of SmartDeviceMonitor for Client**
Before upgrading an earlier version of SmartDeviceMonitor for Client, close SmartDeviceMonitor for Client. Make sure all print jobs are completed and SmartDeviceMonitor for Client ports are not being added or configured.

⚠️**Important**

❒ To upgrade SmartDeviceMonitor for Client, you must log on as the same user who installed the earlier version. Alternatively, uninstall the earlier version before installing the new version. Only the user who installed the earlier version of SmartDeviceMonitor for Client can perform the upgrade.

❒ Before installing SmartDeviceMonitor for Client, check that the version you want to install is newer than the version that is already installed. Only a newer version can be installed over the existing version.

❖ **Earlier SmartDeviceMonitor for Client applications**
The following applications will be overwritten when you install SmartDeviceMonitor for Client:

- Aficio Manager for Client
- LANIER Net Manager for Client
- infotec NetPrint Manager for Client
- Net Vision for Client
- Multi Direct Print
- PortNavi

💡 **Limitation**

❒ If the version of the Aficio Manager for Client, LANIER Net Manager for Client, infotec NetPrint Manager for Client, or Net Vision for Client on your computer is 1.05 or earlier, you must uninstall the application and restart the computer before installing SmartDeviceMonitor for Client. When you uninstall the application, be sure to delete "Printer information" also.

❒ If Aficio Manager for Client, LANIER Net Manager for Client, infotec NetPrint Manager for Client, or Net Vision for Client is installed on your computer, close these applications before installing SmartDeviceMonitor for Client.

❒ If Multi Direct Print or PortNavi is installed on your computer, before installing SmartDeviceMonitor for Client, make sure all print jobs are completed and ports are not being added or configured.

ScanRouter delivery server applications

If you install DeskTopBinder Professional on a computer where one of the applications below is already installed, the e-mail function of DeskTopBinder Professional will be unavailable. To use the e-mail function, install DeskTopBinder Professional on another computer.

- ScanRouter V2 Lite V2.xxx
- ScanRouter EX Professional V3.1xx or later
- ScanRouter EX Enterprise V2.1xx or later

SSL Communication

If the document management server, delivery server, or MFP device is configured for SSL communication, or if you use IPP to send print data or add ports using SSL communication, you must install a certificate to connect to the document management server, delivery server, or MFP device using DeskTopBinder Professional.

℘**Reference**

p.31 "Installing a Certificate (Document Management Server or Delivery Server)"

p.32 "Installing a Certificate (MFP Device/Print using SmartDeviceMonitor for Client)"

Installing

DeskTopBinder Professional is registered as a Windows application program. Before starting installation, make sure that all other applications are closed.

Installation Flow

The following figure breaks down the installation procedure of DeskTopBinder Professional when started from the **[DeskTopBinder Professional Setup]** dialog box.
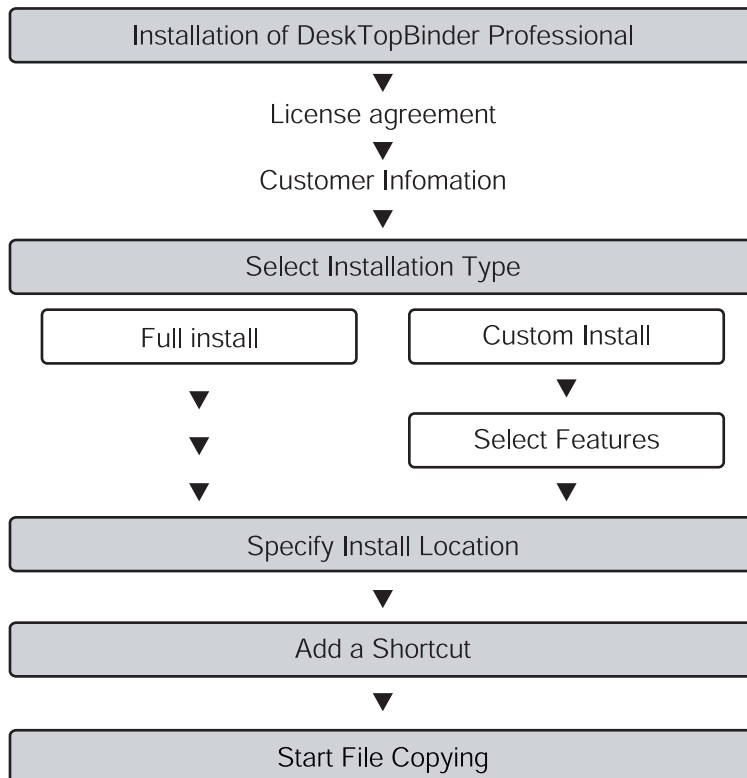

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        ┌─────────────────────────────────────────┐
        │ Installation of DeskTopBinder Professional │
        └─────────────────────────────────────────┘
                          ▼
                  License agreement
                          ▼
                 Customer Infomation
                          ▼
        ┌─────────────────────────────────────────┐
        │           Select Installation Type        │
        └─────────────────────────────────────────┘
        ┌──────────────────┐     ┌──────────────────┐
        │   Full install   │     │  Custom Install  │
        └──────────────────┘     └──────────────────┘
                ▼                          ▼
                ▼                ┌──────────────────┐
                                 │  Select Features │
                                 └──────────────────┘
                ▼                          ▼
        ┌─────────────────────────────────────────┐
        │           Specify Install Location        │
        └─────────────────────────────────────────┘
                          ▼
        ┌─────────────────────────────────────────┐
        │              Add a Shortcut               │
        └─────────────────────────────────────────┘
                          ▼
        ┌─────────────────────────────────────────┐
        │            Start File Copying             │
        └─────────────────────────────────────────┘
                                          ANM001S
```

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Installing DeskTopBinder Professional

To install DeskTopBinder Professional, you can select one of the two methods, Full installation or Custom installation.

Full Installation

Follow the procedure below to install all functions of DeskTopBinder Professional, Auto Document Link, Function Palette, and SmartDeviceMonitor for Client.

A **The [DeskTopBinder Professional Setup] dialog box appears.**

Note
❐ If the **[DeskTopBinder Professional Setup]** dialog box does not appear automatically, start "RDLaunch.exe" from the CD-ROM root directory.

❐ If a dialog box for selecting the language for DeskTopBinder Professional appears, select a language, and then click **[OK]**.

B **Click [DeskTopBinder Professional].**

A confirmation dialog box appears.

C **Click [Yes].**

The **[Welcome to DeskTopBinder Professional setup.]** dialog box appears.

D **Click [Next>].**

E **Check the license agreement, and then click [Yes].**

F **Enter the user name, company name, and serial number, and then click [Next>].**

G **In the dialog box for selecting the installation type, click [Full install].**

H **Select the installation location, and then click [Next>].**

Limitation
❐ When a ScanRouter System application is already installed, the installation location cannot be changed. DeskTopBinder Professional is installed in a common folder with ScanRouter System applications.

22

9 **Specify the installation folder as the saving location of documents.**

- When the location is a local folder
  Specify a folder, and then click **[Next>]**.

- When the location is a network folder
  In the dialog box for selecting installation location, specify the location using alphanumeric characters, and then click **[Next>]**.
  Example)
  \\machine name\folder name

You can change the location of documents managed by DeskTopBinder Professional, but generally leave them as they are and use the RDCab folder, the saving location folder. In the RDCab folder, the PL folder is created.

⚓Important

❏ When a network folder is specified as the saving location, if you become unable to connect to the network, DeskTopBinder Professional cannot be started.

❏ If DeskTopBinder Lite or DeskTopBinder Professional was installed on a client computer, and you want to continue using the cabinet data used before this installation, specify the save location used with the previously installed DeskTopBinder Lite or DeskTopBinder Professional. However, if you have moved the save location or changed its name, DeskTopBinder Professional will not work properly.

💡 Limitation

❏ When you set a network folder as the location of documents, if the folder is configured for authentication, user authentication must be performed before the folder can be specified as the location.

❏ You cannot specify a shared network folder that is used by multiple users.

❏ If you want Extended Features and Auto-addition Tool settings to be the same as those made under the previous version, specify the save location used with the previous version of DeskTopBinder Lite or DeskTopBinder Professional.

10 **When a network folder was set in step 9, if you need to install new setting data, specify the location in the dialog box that appears, and then click [Next>].**

11 **In the dialog box for registering shortcuts, select the applications whose shortcuts you want to create and add to startup, and then click [Next>].**

12 **Check the registration information and setup details of the installation location are correct, and then click [Next>].**

📝 Note

❏ During installation, a Windows confirmation message about installing the printer (RICOH File Writer) may appear. If it does, click **[Yes]**, **[Continue Anyway]**, or **[Install this driver software anyway]**.

M **Click [Complete].**

If a message prompting you to restart the computer appears, restart the computer.

❢ Limitation

❒ When DeskTopBinder Professional is installed under Windows 2000/XP/Vista or Windows Server 2003, log on Windows using the same account used when DeskTopBinder Professional was installed as instructed in the message that appears when restarting Windows.

Custom Installation

Follow the procedure below to install applications selected from DeskTopBinder Professional, Auto Document Link, Function Palette, and SmartDeviceMonitor for Client.

Detailed settings are also available for functions to be used in each application.

A **The [DeskTopBinder Professional Setup] dialog box appears.**

✎ Note

❒ If the **[DeskTopBinder Professional Setup]** dialog box does not appear automatically, start "RDLaunch.exe" from the CD-ROM root directory.

B **Click [DeskTopBinder Professional].**

A confirmation dialog box appears.

C **Click [Yes].**

The **[Welcome to DeskTopBinder Professional setup.]** dialog box appears.

D **Click [Next>].**

E **Check the license agreement, and then click [Yes].**

F **Enter the user name, company name, and serial number, and then click [Next>].**

G **In the dialog box for selecting the installation type, click [Custom install].**

H **In the dialog box for selecting which applications to install, select the check boxes of the applications you want to install, and then click [Next>].**

To select functions in detail, click **[Details...]**. In the dialog box that appears, select the check boxes of the functions you want to use, and then click **[OK]**.

I **Select the installation location, and then click [Next>].**

❢ Limitation

❒ When a ScanRouter System application is already installed, the installation location cannot be changed. SmartDeviceMonitor for Client is installed in a common folder with ScanRouter System applications.

🔟 Specify the installation folder as the saving location of documents.

- When the location is a local folder
  Specify a folder, and then click **[OK]**.

- When the location is a network folder
  In the dialog box for selecting installation location, specify the location using alphanumeric characters, and then click **[Next>]**.
  Example)
  \\machine name\folder name

You can change the location of documents managed by DeskTopBinder Professional, but generally leave them as they are and use the RDCab folder, the saving location folder. In the RDCab folder, the PL folder is created.

🔆Important

- ❒ When a network folder is specified as the saving location, if you become unable to connect to the network, DeskTopBinder Professional cannot be started.

- ❒ If DeskTopBinder Lite or DeskTopBinder Professional was installed on a client computer, and you want to continue using the cabinet data used before this installation, specify the save location used with the previously installed DeskTopBinder Lite or DeskTopBinder Professional. However, if you have moved the save location or changed its name, DeskTopBinder Professional will not work properly.

💡 Limitation

- ❒ When you set a network folder as the location of documents, if the folder is configured for authentication, user authentication must be performed before the folder can be specified as the location.

- ❒ You cannot specify a shared network folder that is used by multiple users.

- ❒ If you want Extended Features and Auto-addition Tool settings to be the same as those made under the previous version, specify the save location used with the previous version of DeskTopBinder Lite or DeskTopBinder Professional.

📝 Note

- ❒ If you selected only **[SmartDeviceMonitor for Client]** in step 🐵, the dialog box for specifying the installation folder does not appear.

🔢 When a network folder was set in step 🔟, if you need to install new setting data, specify the location in the dialog box that appears, and then click [Next>].

🔢 In the dialog box for registering shortcuts, select the applications whose shortcuts you want to create, and then click [Next>].

Applications specified here are registered for startup.

🔞 Check the registration information and setup details of the installation location are correct, and then click [Next>].

📝 Note

❒ During installation, a Windows confirmation message about installing the printer (RICOH File Writer) may appear. If it does, click **[Yes]**, **[Continue Anyway]**, or **[Install this driver software anyway]**.

🔟 Click [Complete].

If a message prompting you to restart the computer appears, restart the computer.

⚠️ Limitation

❒ When DeskTopBinder Professional is installed under Windows 2000/XP/Vista or Windows Server 2003, log on Windows using the same account used when DeskTopBinder Professional was installed as instructed in the message that appears when restarting Windows.

Installing the Printer (Adobe PDF) Necessary for PDF Conversion

To convert application files to PDF files using DeskTopBinder Professional, you must add Adobe PDF to the Windows **[Printers]** or **[Printers and Faxes]** folder. Adobe PDF can be added automatically when you install Adobe PDF Creation Add-On from the DeskTopBinder Professional installer.

📝 Note

❒ If you have already installed Adobe PDF or Acrobat PDFWriter when installing any of the following applications, you do not have to install Adobe PDF Creation Add-On from the DeskTopBinder Professional installer.

- Adobe Acrobat 5/6/7/8
- Adobe Acrobat 6/7 Elements
- Adobe Acrobat Distiller Server 6.0

❒ You cannot use Adobe PDF supplied with Adobe Elements 1.0. Uninstall Adobe Elements 1.0 before installing "Adobe PDF Creation Add-On" from the DeskTopBinder Professional installer.

❒ If you were using an older version of DeskTopBinder Professional, Desk PDF might already exist in the Windows **[Printers]** or **[Printers and Faxes]** folder. If it does, Adobe PDF Creation Add-On does not have to be installed. (Desk PDF is used for PDF conversion. To use Adobe PDF Creation Add-On, you must first uninstall Desk PDF, and then install Adobe PDF Creation Add-On.)

🅰 Display the [DeskTopBinder Professional Setup] dialog box.

📝 Note

❒ If the **[DeskTopBinder Professional Setup]** dialog box does not appear automatically, start "RDLaunch.exe" from the CD-ROM root directory.

2 Click **[Adobe(R) PDF Creation Add-On]**.

⚑ Limitation

❒ If Adobe Acrobat, Adobe Acrobat Elements or Adobe PhotoDeluxe4 is already installed on the client computer, Adobe PDF Creation Add-On that comes with DeskTopBinder Professional may not be installed. In this case, uninstall the application from the client computer before installing Adobe PDF Creation Add-On.

✐ Note

❒ To continue using Adobe Acrobat, instead of installing Adobe PDF Creation Add-On, use Adobe PDF supplied with Adobe Acrobat and use it for PDF conversion.

⌕ Reference

For information about the operating environment of Adobe PDF Creation Add-On, see the Adobe PDF Creation Add-On Readme file.

3 Install Adobe PDF Creation Add-On by following the instructions on the screen.

4 Check "Adobe PDF" is added to the Windows' **[Printers]** or **[Printers and Faxes]** window.

Cautions for using Adobe PDF

Be aware of the following when using Adobe PDF to convert files to PDF files from DeskTopBinder Professional:

- Adobe PDF print settings made in the following items are ignored when files are converted to PDF files from DeskTopBinder Professional:

  - Adobe PDF Security
    Even if other than **[None]** is selected, DeskTopBinder Professional security settings are applied.

  - Adobe PDF Output Folder
    Even if **[Prompt for Adobe PDF filename]** is selected, a confirmation dialog box for the saving location of PDF files does not appear.

  - View Adobe PDF results
    Even if the check box is selected, PDF conversion results are not displayed.

- When you convert application files to PDF files, orientation and paper size settings made in the application are used. For color (black and white/color) and other print settings, Adobe PDF settings are used.

3

4. After Installation

Settings Necessary after Installation

After installation is completed, make the necessary settings in Extended Features to use installed functions. Extended Features settings can be made using Extended Features Wizard or the Extended Features menu.

📝 Note

❐ The following functions are available:

- Input functions (Scan, etc.)
- Output functions (Print, Send by E-mail, Send by Fax, Deliver, etc.)
- Conversion functions (Convert to Image, Convert to PDF, Convert to Text)
- Network locations (ScanRouter DocumentServer, ScanRouter V2 Lite/Professional, ScanRouter Enterprise, ScanRouter EX Professional/Enterprise, Document Server (MFP), Job Binding, etc.)
- Tools (Import/Export HTML, etc.)

💡 Limitation

❐ You can make settings for the above listed functions only if they are selected when installing applications.

Extended Features Wizard

After the installation of DeskTopBinder Professional is completed, Extended Features Wizard appears when you start DeskTopBinder Professional. Extended Features Wizard allows you to add document input, output, and conversion functions. You can also use Extended Features Wizard to add Job Binding, ScanRouter delivery servers, ScanRouter DocumentServer, and Document Server (MFP) as network locations.

💡 Limitation

❐ Settings can be made using Extended Features Wizard only for installed functions.

📝 Note

❐ Use one of the following methods to start Extended Features Wizard:

- Click **[Start]**, point to **[All Programs]** or **[Programs]**, point to **[DeskTopBinder]**, and then click **[Extended Features Wizard]**.
- Right-click the Function Palette icon on the taskbar, and then click **[Extended Features Wizard]** on the menu.

❐ When DeskTopBinder Professional is already started, you cannot start Extended Features Wizard. If this is the case, on the **[Tools]** menu, click **[Extended Features...]**, and then make the Extended Features settings.

❐ In the first dialog box of Extended Features Wizard, if you select the **[Do not show this screen when launching DeskTopBinder]** check box, Extended Features Wizard will not be shown when you subsequently start DeskTopBinder Professional.

$\mathcal{P}$ Reference

For details about Extended Features Wizard, see "DeskTopBinder Introduction Guide".

Extended Features Menu

Start DeskTopBinder Professional, and then click **[Extended Features...]** on the **[Tools]** menu to display the **[Extended Features]** dialog box. Settings for all functions are available in the **[Extended Features]** dialog box.

❣ Limitation

❐ Settings can be made using Extended Features menu only for installed functions.

$\mathcal{P}$ Reference

For details about the Extended Features menu, see "DeskTopBinder Introduction Guide" and DeskTopBinder Help.

Precautions for Adding Shared Cabinets

When DeskTopBinder Professional is installed under Windows Server 2003, folders on Windows 9x network computers cannot be added as shared cabinets.

Preparation for SSL Communication Using DeskTopBinder Professional

If the document management server, delivery server, or MFP device is configured for SSL communication, or if you use IPP to send print data or add ports using SSL communication, you must install a certificate on the client computer to connect to the document management server, delivery server, or MFP device using DeskTopBinder Professional.

Installing a Certificate (Document Management Server or Delivery Server)

A **Start the Web browser, access the URL below, and then save the file on the local disk.**

http://xxxxx:nnnn/RdsCA/ca.crt

- "xxxx" is the name of the sever acting as Certificate Authority.
- "nnnn" is the port number to use.
- If access fails when "ca.crt"(PEM format) is used, enter "ca.cer"(DER format).

B **Open the location where the file is saved, and then double-click the file.**

C **Check the certificate. If it is acceptable, on the [General] tab, click [Install Certificate].**

D **In the [Certificate Import Wizard] dialog box that appears, click [Next].**

E **Select [Place all certificates in the following store], and then click [Browse].**

Note

❒ If your operating system is Windows Vista, be sure to select **[Trusted Root Certification Authorities]** as the certificate store, as shown in steps **E** and **F**. If you select **[Automatically select the certificate store based on the type of certificate]**, the certificate cannot be installed in **[Trusted Root Certification Authorities]** and SSL communication with the document management server or delivery server will not be possible.

F **In the list that appears, select [Trusted Root Certification Authorities], and then make the necessary settings following the wizard.**

G **If a confirmation message appears during the settings, click [Yes] or [OK].**

Installing a Certificate (MFP Device/Print using SmartDeviceMonitor for Client)

A Start the Web browser and access the URL below.

http://xxx. xxx. xxx. xxx:nnnn/

- "xxx. xxx. xxx. xxx" is the IP address of the MFP device.
- "nnnn" is the port number to use.

B In the warning message that appears, click [View Certificate].

C Check the certificate. If it is acceptable, on the [General] tab, click [Install Certificate].

D In the [Certificate Import Wizard] dialog box that appears, click [Next].

E Select [Place all certificates in the following store], and then click [Browse].

F In the list that appears, select [Trusted Root Certification Authorities], and then make the necessary settings following the wizard.

G If a confirmation message appears during the settings, click [Yes] or [OK].

If DeskTopBinder Professional is Installed under a Firewall-protected Operating System

The following operating systems have strong security functions and Windows firewall enabled by default:

- Windows XP SP2
- Windows Vista
- Windows Server 2003

If a security alert message appears when you are using DeskTopBinder Professional, click **[Unblock]** in the message window. The DeskTopBinder Professional programs will then be automatically listed as exceptions in the Windows Firewall settings dialog box, and this alert will not reappear.

🖉 Note

❒ While you are unblocking the DeskTopBinder Professional programs, an error message indicating that connection with the server has been lost might appear. If this message appears, complete the unblocking process first, and then reconnect to the server. You can then use the DeskTopBinder Professional functions (programs) normally.

You can prevent this security alert appearing by adding the DeskTopBinder Professional functions (programs) to the exceptions list in the Windows Firewall settings dialog box beforehand. The following procedure explains how to do this.

Windows Firewall settings

To be usable through Windows Firewall, you can add certain DeskTopBinder Professional functions (programs) as excepted programs. This procedure explains how to add the following programs to the Windows Firewall exceptions list:

- DeskTopBinder (RExp.exe)
- DeskTopBinder Viewer (RView.exe)
- Function Palette (PLTBar.exe)
- Extended Features Wizard (PLCtrlWz.exe)
- Auto Document Link (PLDlnk.exe)
- Entry Assistant (DocEntry.exe)

A **Display the [Windows Firewall] or [Windows Firewall Settings] dialog box.**

Use one of the following methods to display the **[Windows Firewall]** or **[Windows Firewall Settings]** dialog box:

- Windows XP SP2
  Click **[Start]** > **[Control Panel]** > **[Security Center]** >**[Windows Firewall]**.

- Windows Vista
  Click **[Start]** > **[Control Panel]** > **[Security]** > **[Allow a program through Windows Firewall]**.
  When the **[User Account Control]** dialog box appears, if you are logged on as an Administrators group user, click **[Continue]**. If you are logged on as a user of another group, enter an Administrators group user name and password, and then click **[OK]**.

- Windows Server 2003
  Click **[Start]** > **[Control Panel]** > **[Windows Firewall]**.

B **Click the [Exceptions] tab.**

C **Click [Add program] or [Add Program].**

D **In the [Add a Program] dialog box, select the program you want to add as an exception, and then click [OK].**

If the program that you want to add is not displayed in the list, click **[Browse]**, and then select the program. The programs for DeskTopBinder Professional functions are stored in the installation folder. If you did not change the default installation folder when installing DeskTopBinder Professional, the programs will be stored in the following location:

```
C:\Program Files\RDS\
```

E **In the [Windows Firewall] or [Windows Firewall Settings] dialog box, on the [Exceptions] tab, check that the program you selected in step D appears in the list.**

✐ **Note**

❒ Repeat steps C and D to add other programs as Windows Firewall exceptions.

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5. Adding/Removing Features (Maintenance Mode)

Maintenance Mode

If you try to install DeskTopBinder Professional on a computer where the same version of DeskTopBinder Professional is already installed, or if you try to start an update program, the DeskTopBinder Professional setup maintenance program will start.

This program provides the following two operations:

Important
❒ If an update program that was downloaded from the Web site is already installed on the computer, you cannot add or delete features using the CD-ROM.

❖ Add/Remove Features
You can reinstall the same version of DeskTopBinder Professional or upgrade DeskTopBinder Professional.
You can specify which features to reinstall or upgrade by adding or deleting features.

❖ Repair
You can reinstall the same version of DeskTopBinder Professional or upgrade DeskTopBinder Professional while preserving all the features selected in the previous installation.

The following procedure explains adding or deleting features using the DeskTopBinder Professional CD-ROM as an example of this function.

Adding/Removing Features

A **Display the [DeskTopBinder Professional Setup] dialog box.**

📝 Note

❒ If the **[DeskTopBinder Professional Setup]** dialog box does not appear automatically, start "RDLaunch.exe" from the CD-ROM root directory.

B **Click [DeskTopBinder Professional].**

The confirmation message about starting installation appears.

C **Click [Yes].**

The **[Welcome to DeskTopBinder Professional setup.]** dialog box appears.

D **Click [Next>].**

E **Check the license agreement, and then click [Yes].**

F **Enter the user name, company name, and serial number, and then click [Next>].**

The **[Welcome...]** dialog box appears.

G **Click [Add/Remove Features], and then click [Next>].**

The **[Select Features]** dialog box appears.

H **Select the check box of the application you want to add from [DeskTopBinder (Main)], [Auto Document Link], and [Function Palette], or clear the check box of the application you want to delete, and then click [OK].**

⚠️Important

❒ If you want to continue using applications that are already installed on the computer, do not clear the check boxes of those applications. All applications whose check boxes are cleared are deleted.

I **Click [Details...].**

The **[Detailed Feature Selection]** dialog box appears.

J **In the list that is displayed, select the check box of the function you want to add, or clear the check box of the function you want to delete, and then click [OK].**

The **[Select Features]** dialog box reappears.

K **Click [Next>].**

The **[Confirm Installation Path]** dialog box appears.

L Check the installation location, and then click [Next>].

♥ Limitation

❒ The application installation location of the previous installation appears. The installation location cannot be changed.

M Specify the installation folder as the saving location for documents.

The folder specified in the previous installation is displayed. If you click **[Next>]** without changing the location, a confirmation message appears. In the message, click **[Yes]**.

N In the dialog box for registering shortcuts, select the applications whose shortcuts you want to create and add to startup, and then click [Next>].

O Check the registration information and setup details of the installation location are correct, and then click [Next>].

✎ Note

❒ If you selected **[DeskTopBinder (Main)]**, a Windows confirmation message about installing the printer (RICOH File Writer) may appear during installation. If it does, click **[Yes]**, **[Continue Anyway]**, or **[Install this driver software anyway]**.

P Click [Complete].

If a message prompting you to restart the computer appears, restart the computer.

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6. Uninstalling

Precautions

If a client computer has only DeskTopBinder Professional installed, there will not be any problems if the RDCab folder is deleted after the uninstallation of DeskTopBinder Professional. However, if other software such as ScanRouter V2 Lite is installed (in the same computer) and the same save location as DeskTopBinder Professional was used, do not delete the RDCab folder. If you want only the DeskTopBinder Professional data deleted, delete the PL folder in the RDCab folder.

Even if you uninstall DeskTopBinder Professional, the document location folder (usually the PL folder within the RDCab folder) will not be deleted. The document section files will not be deleted and will remain in the document location folder.

Note
❒ Even if you uninstall DeskTopBinder Professional, the DeskTopBinder Professional program folder may remain in the **[All Programs]** or **[Programs]** list on the **[Start]** menu. If this is the case, delete the program folder manually.

Uninstalling

A **Open the Windows Control Panel.**

Use one of the following methods to open the Control Panel:

- Windows 2000
Click **[Start]**, point to **[Settings]**, and then click **[Control Panel]**.
- Windows XP/Vista and Windows Server 2003
Click **[Start]**, and then click **[Control Panel]**.

B **Start one of the following functions (according to operating system):**

- **[Add/Remove Programs]**
- **[Add or Remove Programs]**
- **[Uninstall a program]**

C **Click [DeskTopBinder Professional] or [DeskTopBinder - SmartDeviceMonitor for Client].**

Note

❒ If full installation was selected when installing DeskTopBinder Professional, be sure to uninstall both **[DeskTopBinder Professional]** and **[DeskTopBinder - SmartDeviceMonitor for Client]**.

D **Click one of the following buttons:**

(Button names differ depending on the operating system.)

- **[Add/Remove]**
- **[Change/Remove]**
- **[Remove]**
- **[Uninstall]**
- **[Uninstall/Change]**

E **Click [OK] or [Yes].**

Uninstallation starts.

Note

❒ Even if you uninstall DeskTopBinder Professional, the install folder will not be deleted. Make sure that other ScanRouter System applications are not installed, and then delete the folder manually.

❒ If printer ports are configured for SmartDeviceMonitor for Client, these ports are changed to LPT1 after the uninstallation of SmartDeviceMonitor for Client.

F **Click [Finish].**

7. Appendix

Troubleshooting

Document Operations

Problem	Causes and solution
An error occurs when printing is started.	Install the latest version of the printer driver or Smart Device Monitor for Client. Delete any printer drivers remaining in the folder.
Cannot display a preview when printing a document.	The preview display function is unavailable if you are using an old printer driver. Upgrade the printer driver to the latest version.
Image edges are not printed.	In the dialog box for print settings, select the **[Fit image to page]** check box, and then start printing.
An image is printed using large size paper.	In the dialog box for print settings, select the **[Auto paper size select]** check box, specify the trimming allowance, and then start printing.
A document cannot be converted to image.	The RICOH File Writer printer driver is required for conversion of documents to images. Check RICOH File Writer is displayed in the printer folder. If it is not displayed, install DeskTopBinder Professional again.
Images distort when files are convert to text PDF.	Images converted to text PDF may be distorted if they include less text.
When an image is displayed using DeskTop-Binder Viewer, lines on the image disappear.	Viewer has two display modes: Normal and High Quality. To display the image clearly, set the mode to High Quality.
I want to display the stamp properties when pasting a stamp.	If in the stamp properties dialog box, the **[Do not display stamp properties when using the stamp function.]** check box is selected, properties do not appear. To display properties, double-click the pasted stamp. In the properties dialog box that appears, clear the **[Do not display stamp properties when using the stamp function.]** check box.

Network Locations

Problem	Causes and solutions
Cannot log on to the network device using "Document Server (MFP): Authentication/Encryption".	One of the following situations may be the cause of the problem (follow the instructions for operation): • "Permit Simple Encryption" of the network device is not set properly. If this is the case, set "Permit Simple Encryption" to "on". • The SSL/TLS setting is valid; however, no certificate is installed in the client computer. If this is the case, install the required certificate. For more information, see the operating instructions of the network device.
Cannot connect to the delivery server or document management server.	If the client computer enters standby or hibernation while DeskTopBinder Professional is running, it might not be connected to the delivery server or the document management server after leaving standby or hibernation. In this case, restart DeskTopBinder Professional.

SmartDeviceMonitor for Client / Preview and Print

Problem	Causes and solutions
You cannot change the settings on the **[Printers Folder]** tab in the **[SmartDeviceMonitor for Client - Options]** dialog box.	If SmartDeviceMonitor for Client is installed under Windows 2000/XP/Vista or Windows Server 2003, you must log on using an Administrators group account to make settings.
You cannot make settings on the **[Protocol]** tab in the **[Port Configuration]** dialog box.	SmartDeviceMonitor for Client automatically makes the most suitable settings. There is no need to change them. Use them as they are.
A printer name is displayed on the taskbar menu; however, its status icon is not displayed.	In the **[SmartDeviceMonitor for Client - Options]** dialog box, check the monitoring address is set correctly.
A printer name is not displayed on the taskbar menu.	In the **[SmartDeviceMonitor for Client - Options]** dialog box, check the printer is set to be monitored. Any printers added after SmartDeviceMonitor for Client is started are not automatically displayed.
A different printer is being monitored instead of the specified one.	In the **[SmartDeviceMonitor for Client - Options]** dialog box, check the address of the printer being monitored is correct.

Problem	Causes and solutions
The dialog box for printing error notification does not have a button to cancel printing. Cannot cancel printing and close the dialog box.	Cancel printing using the printer's operation panel, or find and resolve the cause of the error.
A dialog box reporting a problem with the Web site's security certificate appears.	This dialog box may appear in the following cases: • If you use IPP to send SSL-encrypted data to the printer, or if you attempt to add ports when the printer's SSL security certificate is not installed in the Web browser. • Recovery Printing settings are made when SSL is enabled in the device settings. • A job is canceled when SSL is enabled in the device settings. Once the security certificate is installed, this dialog box does not appear. For details about installing the certificate, see p.31 "Preparation for SSL Communication Using DeskTopBinder Professional".
Cannot monitor IPv6-compliant devices.	SmartDeviceMonitor for Client does not support monitoring IPv6-compliant devices. Only the print function can be used in an IPv6 environment.
Cannot use NetBEUI.	NetBEUI can be used only when SmartDeviceMonitor for Client is installed under Windows 2000.
When I try to print from a printer driver using the Preview and Print function, the **[Interactive services dialog detection]** dialog box appears.	When your operating system is Windows Vista, if you attempt to print using the Preview and Print function, the **[Interactive services dialog detection]** dialog box might appear. If it does, click **[Show me the message]**. The Preview and Print function will then be available.

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Dial-up Related Devices

If a Dial-up Router Is Connected in the DeskTopBinder Professional Network Environment

⚠️**Important**

❒ When the delivery server or other network devices are connected via a dial-up router, there may be communication fees when you connect to the network lines.

Properly configure the network delivery server or other network devices with DeskTopBinder Professional and Auto Document Link.

If the network environment is changed, reconfigure the network delivery server and other network devices with DeskTopBinder Professional and Auto Document Link.

If the Computer Is on a Dial-up Network

When you use DeskTopBinder Professional or Auto Document Link on a dial-up network computer, depending on the configuration, the computer will connect to the dial-up network when scanning using a TWAIN scanner or connecting to a delivery server or Document Server (MFP).

⚠️**Important**

❒ When you set your computer to automatically connect to the Internet, without displaying the dialog box for confirming the connection, the line is connected and telephone charges accrue. To avoid the unnecessary dial-up connection, be sure to set to display connection confirmation during operation. Also, check if the unnecessary dial-up connection is made when these applications are used.

When Using DeskTopBinder Professional in the Citrix (MetaFrame) Presentation Server Environment

When DeskTopBinder Professional is installed on Citrix (MetaFrame) Presentation Server, multiple users can use DeskTopBinder Professional through the server.

⚠️**Important**

❒ Before installing DeskTopBinder Professional in the Citrix (MetaFrame) Presentation Server environment, be sure to verify the Citrix (MetaFrame) Presentation Server environment sufficiently and decide if DeskTopBinder Professional can be used properly in that environment.

System Requirements

- Citrix MetaFrame Presentation Server 3.0
- Citrix Presentation Server 4.0
- Citrix Presentation Server 4.5

⚠️**Important**

❒ Note that when multiple users use DeskTopBinder Professional at the same time, more memory is used according to the number of users.

🖉 **Note**

❒ For other system requirements such as operating systems and hard drive space, refer to the system requirements of Citrix (MetaFrame) Presentation Server and DeskTopBinder Professional.

❒ DeskTopBinder Professional cannot be used in an application isolation environment.

❒ DeskTopBinder Professional cannot be used via application streaming.

Pre-Installation User Settings

Before installing DeskTopBinder Professional on Citrix (MetaFrame) Presentation Server, make the required home folder settings for each user of DeskTopBinder Professional.

A **Log on to the computer using a user name that enables you to access Citrix (MetaFrame) Presentation Server.**

B **Open Control Panel, open [Administrative Tools], and then open [Computer Management].**

The **[Computer Management]** dialog box appears.

C **Under [Computer Management], expand [System Tools], expand [Local Users and Groups], and then click [Users]. Select the name of a Terminal Services user, and then double-click it.**

The properties dialog box for the selected user appears.

D **On the [Terminal Services Profile] tab, make the settings for [Terminal Services Home Folder].**

- In the **[Connect]** box, specify a drive that is shared by all users.
- In the **[Local path]** box, specify a unique path for each user (example: %username%).

E **Click the [Profile] tab. In the [Home folder] area's [Connect] box, specify the same drive as that specified in [Terminal Services Home Folder].**

Note

❒ When installing DeskTopBinder Professional, if you specify this drive as the cabinet path, a cabinet (DeskTopBinder Professional stores documents in cabinets) is automatically created in the home folder of each user the first time they start DeskTopBinder Professional. Each user can manage document data and make Extended Features settings.

Installation Precaution

If you are using DeskTopBinder Professional as an open application, do not register Function Palette and Auto Document Link for startup.

DeskTopBinder Professional Installation

When installing DeskTopBinder Professional on Citrix (MetaFrame) Presentation Server, follow the normal installation procedure.

During installation, in the dialog box for selecting installation location, specify a folder on the same drive as that specified in the **[Connect]** box under "Pre-Installation User Settings".

✒️Important

❒ To install DeskTopBinder Professional from the CD-ROM using the **[DeskTopBinder Professional Setup]** dialog box, before starting installation, set Citrix (MetaFrame) Presentation Server to install mode. When the installation is completed, set the mode back to execute mode. To switch between install and execute modes, execute the following commands at the command prompt:

- Install mode: change user/install
- Execute mode: change user/execute

🔑 Limitation

❒ If you use DeskTopBinder Professional as an open application, in the dialog box for selecting applications to install, clear the check boxes for Auto Document Link and Function Palette.

🖉 Note

❒ If you are installing DeskTopBinder Professional using **[Add New Programs]** under **[Add or Remove Programs]** or **[Add/Remove Programs]** on the Control Panel, you do not need to switch between install and execute modes.

🔍Reference

For details about how to install DeskTopBinder Professional, see p.15 "Installing".

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Citrix (MetaFrame) Presentation Server Environment Limitations

The limitations on using DeskTopBinder Professional in the Citrix (MetaFrame) Presentation Server environment are as follows:

Limitations of available functions

The following DeskTopBinder Professional functions are available in the Citrix (MetaFrame) Presentation Server environment; however, they have some limitations:

- Print/Easy Print
  The RPCS printer driver that supports Citrix (MetaFrame) Presentation Server is required.

- Manage documents in Job Binding (RPCS Printer)
  Job Binding documents sent from printer drivers cannot be saved for each user. All documents are added to the cabinet of the user who opened a Job Binding document first.

- Convert to PDF
  Multiple users cannot use the Convert to PDF function at the same time.

- Use Auto Document Link and Function Palette
  Auto Document Link and Function Palette cannot be used if DeskTopBinder Professional is being used as an open application.

- Restoring backup data
  Backup data must be restored in an environment where the cabinets of each user can be viewed (on an open desktop, for example).

- Specify the locations where Save Extended Features is started and the ".exe" file is extracted to
  Save Extended Features must be started on an open desktop. Extraction of the ".exe" file must be performed in an environment where the cabinets of each user can be viewed (on an open desktop, for example).

- Specify applications when creating new documents
  If **[Create File...]** is selected when you add a document, only applications that do not require templates, such as text editors, are displayed in the **[Standard]** list.

Unavailable functions

The following DeskTopBinder Professional functions are unavailable in the Citrix (MetaFrame) Presentation Server environment:

- Adding documents using a scanner
- Perform drag-and-drop operations from client computers to DeskTopBinder Professional, or from DeskTopBinder Professional to client computers
- Entry Assistant functions
- Network cabinet functions
- Connecting to a Caplio digital camera
- Functions of removable cabinets

When Using DeskTopBinder Professional in a Terminal Services Environment

When DeskTopBinder Professional is installed in a Terminal Services environment, multiple users can use DeskTopBinder Professional through the server computer.

System Requirements

Server computer

DeskTopBinder Professional is guaranteed to run in the Terminal Services environments listed below.

Install the components required by your operating system to set up the Terminal Services environment.

❖ **Windows Server 2003**
Use DeskTopBinder Professional in Terminal Server mode.
To use DeskTopBinder Professional in Terminal Server mode, you must install Terminal Server.
Install Terminal Server using **[Add/Remove Windows Components]** in **[Add or Remove Programs]** on the Control Panel.

❖ **Windows 2000 Server**
Use DeskTopBinder Professional in Application Server mode.
To use DeskTopBinder Professional in Application Server mode, you must install Terminal Services.
Install Terminal Services using **[Add/Remove Windows Components]** in **[Add/Remove Programs]** on the Control Panel. For this installation, select **[Application server mode]**.

🗲**Important**
❒ Note that when multiple users use DeskTopBinder Professional at the same time, more memory is used according to the number of users.

♣ **Limitation**
❒ We recommend that you use DeskTopBinder Professional in a Windows Server 2003 Terminal Services environment. Buttons and images may not be displayed clearly if you use DeskTopBinder Professional in a Windows 2000 Server Terminal Services environment.

❒ DeskTopBinder Professional cannot be used with multiple users if the server is used in the following modes: Windows Server 2003, Remote Desktop for Administration mode; Windows 2000 Server, Remote Administration mode.

✎ **Note**
❒ For other system requirements such as operating systems and hard drive space, refer to the system requirements of DeskTopBinder Professional.

Client computer

To connect to a server in a Terminal Services environment, either Remote Desktop Connection or Terminal Services Client is required.

❖ **Remote Desktop Connection**

Remote Desktop Connection is a software package required for client computers to connect to Windows Server 2003 servers in a Terminal Services environment.

Windows XP/Vista and Windows Server 2003 client computers are installed with Remote Desktop Connection by default. To use Remote Desktop Connection, you must enable it.

To connect to Windows Server 2003 servers in a Terminal Services environment from a Windows 2000 client computer, you must set up Remote Desktop Connection using a Windows XP/Vista or Windows Server 2003 CD-ROM.

Note

❒ Client computers can use Remote Desktop Connection to connect to Windows 2000 servers in a Terminal Services environment.

Reference

For details about Remote Desktop Connection, see Windows XP/Vista or Windows Server 2003 Help.

❖ **Terminal Services Client**

Terminal Services Client is a software package required for Windows 2000 client computers to connect to Windows 2000 servers in a Terminal Services environment.

You can install Terminal Services Client using the installation disk created in Windows 2000 Server.

Note

❒ Use Remote Desktop Connection to connect to Windows 2000 servers in a Terminal Services environment from Windows XP/Vista or Windows Server 2003 client computers.

Reference

For details about how to create an installation disk for Terminal Services Client and how to install the software package using the disk, see Windows 2000 Server Help.

Pre-Installation User Settings

Before installing DeskTopBinder Professional in a Terminal Services environment, make the required home folder settings for each user of Terminal Services.

A **Open Control Panel, open [Administrative Tools], and then open [Computer Management].**

The **[Computer Management]** dialog box appears.

B **Under [Computer Management], expand [System Tools], expand [Local Users and Groups], and then click [Users]. Select the name of a Terminal Services user, and then double-click it.**

The properties dialog box for the selected user appears.

C **On the [Terminal Services Profile] tab, make the settings for [Terminal Services Home Folder].**

- In the **[Connect]** box, specify a drive that is shared by all users.

- In the **[Local path]** box, specify a unique path for each user (example: \username\).

D **Click the [Profile] tab. In the [Home folder] area's [Connect] box, specify the same drive as that specified in [Terminal Services Home Folder].**

✐ Note

❒ When installing DeskTopBinder Professional, if you specify this drive as the cabinet path, a cabinet (DeskTopBinder Professional stores its documents in cabinets) is automatically created in the home folder of each user the first time they start DeskTopBinder Professional. Each user can manage document data and make Extended Features settings.

❒ For Windows Server 2003, if you add users to the Remote Desktop Users group, home folder and other settings can be made collectively using Group Policy Object Editor.

⌕ Reference

For details about how to make settings for Terminal Services users, see Windows Help for Terminal Services.

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DeskTopBinder Professional Installation

When installing DeskTopBinder Professional in a Terminal Services environment, follow the normal installation procedure.

During installation, in the dialog box for selecting the installation location, specify the same drive as that specified in the **[Connect]** box in **[Terminal Services Home Folder]** under "Pre-Installation User Settings".

�varyImportant

❒ To install DeskTopBinder Professional from the CD-ROM using the **[DeskTop-Binder Professional Setup]** dialog box, before starting installation, set Terminal Services to install mode. When the installation is completed, set the mode back to execute mode. To switch between install and execute modes, execute the following commands at the command prompt:

- Install mode: change user/install
- Execute mode: change user/execute

🖉 Note

❒ If you are installing DeskTopBinder Professional using **[Add New Programs]** under **[Add or Remove Programs]** or **[Add/Remove Programs]** on the Control Panel, you do not need to switch between install and execute modes.

🔍Reference

For details about how to install DeskTopBinder Professional, see p.15 "Installing".

Terminal Services Environment Limitations

The limitations on using DeskTopBinder Professional in a Terminal Services environment are as follows:

Limitations of available functions

The following DeskTopBinder Professional functions are available in a Terminal Services environment; however, they have some limitations:

- Print/Easy Print
  A Terminal Services-compliant RPCS printer driver is required.

- Manage documents in Job Binding (RPCS Printer)
  Job Binding documents sent from printer drivers cannot be saved for each user. All documents are added to the cabinet of the user who opened a Job Binding document first.

- Convert to PDF
  Multiple users cannot use the Convert to PDF function at the same time.

- Specify applications when creating new documents
  If **[Create File...]** is selected when you add a document, only applications that do not require templates, such as text editors, are displayed in the **[Standard]** list.

Unavailable functions

The following DeskTopBinder Professional functions are unavailable in a Terminal Services environment:

- Adding documents using a scanner
- Perform drag-and-drop operations from client computers to DeskTopBinder Professional, or from DeskTopBinder Professional to client computers.
- Entry Assistant functions
- Network cabinet functions
- Connecting to a Caplio digital camera
- Functions of removable cabinets

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Customizing the Installer

Only the DeskTopBinder Professional administrator can customize the installer.

Information and settings required when installing DeskTopBinder Professional can be saved in a customized installer. When users install DeskTopBinder Professional using the customized installer, settings made by the administrator can be applied to each user's computer.

This section explains how to create a customized installer and install DeskTopBinder Professional using the installer.

Customizable Setting Items

You can make settings for the items below. Individual users do not have to enter information for the following items when installing DeskTopBinder Professional using a customized installer.

- User Information
  - User name
  - Company name
  - Serial number
- Function selection
- Application installation location
- Location of documents that DeskTopBinder Professional will manage
- Shortcut registration
- Extended Features settings
  Settings saved using Save Extended Features are incorporated in the customized installer.

Using Save Extended Features

Save Extended Features allows you to save settings in DeskTopBinder Professional Extended Features, such as settings for input/output devices and network locations.

To use Save Extended Features, start "PLGetCfg.exe" stored in the DeskTopBinder Professional installation folder.

Start an ".exe" file created using Save Extended Features in another computer that has DeskTopBinder Professional installed. Settings made using Save Extended Features are applied to the client computer's DeskTopBinder Professional Extended Features settings.

Note

❒ If you did not change the installation folder when installing DeskTopBinder Professional, Save Extended Features (PLGetCfg.exe) is normally stored in the following location:

   `<Drive>\Program Files\RDS`

Reference

For details about Save Extended Features, see "PLGetCfg.txt" in the DeskTopBinder Professional installation folder.

Creating a Customized Installer

Follow the procedure below to create a customized DeskTopBinder Professional installer.

A Copy the DESK folder and all the items inside it from the CD-ROM root directory to another local folder.

Important

❒ Note that the folder you copy here is the DESK folder, not the Desk folder that is located directly under the DESK folder.

B Open the command prompt.

C Add the " +c" command option to "Setup.exe", which is located directly under the DESK folder copied in step A, and then execute the file. The installer starts in customize mode.

The installer started in customize mode is used only to create a customized installer. It does not install DeskTopBinder Professional.

Important

❒ Note that the "Setup.exe" file that you start here is stored directly under the DESK folder. Do not start the "setup.exe" file that is stored in the Desk folder.

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Note

❒ The following is an example entry in the **[Command Prompt]** window when the DESK folder is copied directly under the C drive:

`C:\>DESK\Setup.exe +c`

❒ A space is required before "+c".

D **In the [Welcome to DeskTopBinder Professional setup.] dialog box, click [Next>].**

E **Enter user information (user name, company name, and serial number), and then click [Next>].**

F **In the dialog box for selecting the overwrite installation method applied if DeskTopBinder Professional is already installed on a client computer, specify whether to preserve the existing settings or overwrite them with the settings of the customized installer.**

G **In the dialog box for selecting which applications to install, select the check boxes for the applications you want to install, and then click [Next>].**

Click **[Details...]** to make changes to the function's details.

H **Select the application installation location, and then click [Next>].**

<PROGRAMFILES> is the Program Files folder of the client computer where DeskTopBinder Professional will be installed.

I **Specify the cabinet path, and then click [Next>].**

<SYSTEM_DRIVE> is the system drive of the client computer where Desk-TopBinder Professional will be installed.

Documents managed by DeskTopBinder Professional will be saved in the folder specified here.

Limitation

❒ You cannot specify a network folder as the cabinet path.

Note

❒ If you selected only **[SmartDeviceMonitor for Client]** in step **G**, the dialog box for specifying the cabinet path does not appear.

J **Select the applications whose shortcuts you want to add to the Windows Startup folder, and then click [Next>].**

K **To incorporate the Extended Features setting information saved using Save Extended Features in the customized installer, specify the ".exe" file, and then click [Next>].**

Reference

For details about Save Extended Features, see p.55 "Using Save Extended Features".

🔢 **Check the registration information and setup details of the installation location are correct, and then click [OK].**

Customize mode quits, and the setting information is applied to the installer.

🔢 **Distribute the customized installer (the data inside the DESK folder copied in step 🔢).**

📌 Limitation

❒ Cabinet paths saved in the customized installer and location settings for installing applications cannot be applied to computers that have the following installed:

- DeskTopBinder Professional Version 3/5
- ScanRouter System server applications

Installing DeskTopBinder Professional Using a Customized Installer

Follow the procedure below to install DeskTopBinder Professional on another computer using the customized installer.

📌 Limitation

❒ You cannot install Adobe PDF Creation Add-On using the customized installer. Install these applications from the DeskTopBinder Professional CD-ROM.

❒ If the normal installation procedure fails to install DeskTopBinder Professional, the customized installer will also fail.

📝 Note

❒ The following applications are automatically uninstalled if they are already installed on the computer:

- DeskTopBinder (the earlier version of DeskTopBinder V2 Professional)
- ScanRouter-Browser (the earlier version of DeskTopBinder V2 Lite)
- Job Binding
- ScanRouter V2 Link

🔍 Reference

For details about how to create a customized installer, see p.55 "Creating a Customized Installer".

🔠 **Start the "Setup.exe" file that is stored in the DESK folder of the distributed customized installer.**

⚠️Important

❒ Note that the "Setup.exe" file that you start here is stored directly under the DESK folder. Do not start the "setup.exe" file that is stored in the Desk folder.

B **Check the license agreement, and then click [Yes].**

DeskTopBinder Professional starts installing.

✐ Note

❒ During installation, a Windows confirmation message about installing the printer (RICOH File Writer) may appear. If this happens, click **[Yes]**, **[Continue Anyway]**, or **[Install this driver software anyway]**.

C **Click [Complete].**

If a message prompting you to restart the computer appears, restart the computer.

✐ Note

❒ If an error code is displayed in the installation completion message, open the "DeskCustom.txt" file that is stored in the DESK folder of the distributed customized installer. Details of the error code are explained in this file.

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Some illustrations or explanations in this guide may differ from your product due to improvements or changes in the product.

Important

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