Procedure for Setting Up the Virtual Machine Unit for TotalFlow Print Server Type S9 Option These materials describe the various settings that are set when installing the Virtual Machine Unit for TotalFlow Print Server Type S9 option. The procedures described in these materials are implemented by the user.

Do the three following settings, 1 to 3: Number 4 is included as a reference.

- 1. Settings procedure for the Configuration Wizard
- 2. Activation procedure for the Windows license
- 3. Procedure to backup Windows
- 4. Procedure to restore Windows
- 1. Settings procedure for the Configuration Wizard

A screen appears to do the following settings for Windows the first time that Windows is started after Ricoh VM is installed. (Note: The Ricoh VM installation and changes to the motherboard settings are done by a Ricoh service technician.)

- Windows display language
- Network settings
- User password settings
- Domain settings
- Prep license settings

The above items are explained here.

## (1) Settings screen for the Windows display language

Set the language that is displayed in Windows on this screen.

System Language     Network Configuration	System Language Choose a language to use for the operating system.
3 User Passwords	Syntes Language Compared and Sectors Change System Language
5 License Agreement	
Comparation Complete	

Diagram 1. Language settings

The setting procedure starts by pressing the [Change System Language] button. After that, the [Add languages] screen shown below opens. In this screen, select a language to change, and then press the [Add] button.

uu languages					-		
$ ightarrow ~ \uparrow                  $	I > Clock, Language, and Regio	on > Language > Add langu	ages	~	ඊ Search languages		
Add a language							
Use the search box to find mo	ire languages.						
Group languages by: Langua	ige name 🛛 🗸						
Α						• •	
Afrikaans	shqip	Elsässisch	አማርኛ	العربية	Հայերեն		
Afrikaans	Albanian	Alsatian	Amharic	Arabic	Armenian		
অসমীযা	Азарбаінан лили	Azərbaycan dili					
	Лаороајчан дили	/ 2010 dy carr diff					
Assamese	Azerbaijani (Cyrillic)	Azerbaijani (Latin)					
В						-	
						1	
বাংলা	Башкорт	euskara	Беларуская	босански	bosanski		
	Bashkir	Basque	Belarusian	Bosnian (Cyrillic)	Bosnian (Latin)	*	

Diagram 2. Add language screen

Next, the [Language] screen shown below opens. Select the language you added, and then press the [Move up] button.



Diagram 3. Language screen

After that, press the [x] button in the upper right, and when the screen in diagram 2 appears, press the [NEXT] button.

## (2) Network configuration screen

On the language settings screen, press the [NEXT] button to open the [Network Configuration] screen shown below.

✓ System Language	Network Configuration Verify the network settings. To change any of the value, click Change Settings to open the Windows Network Connections dialog.
2 Network Configuration	For more information, refer to Windows documentation.
	Mode: DHCP IPv4 addres Subnet maik
4 Domain Configuration	160/254/71.54         255/255.00           Gateway address         DHS server
6 Configuration Complete	Change Settings
	BACK NEXT

Diagram 4. Network configuration screen

Do the network settings for Windows in this screen. The external network settings for Windows are the network settings that are done in this screen.

Press the [Change Settings] button to open the [Network Connections] screen shown in diagram 5, so you can do the network settings. Do the settings for the Xen PV Network Device #0.



Diagram 5. Network connections

Confirm the network settings with your IT administrator, and then input and set the necessary information.

## (3) User password settings

Do the user password settings for Windows in this screen. An administrator and regular user are registered in the default state.

System Language	User Passwords
Network Configuration	Lite: passedus on the duministration and operation dets. Administrator Pessword
3 User Passwords	Password Re-enter password
4 Domain Configuration	Operator Password
6 Configuration Complete	
	BACK NEXT

Diagram 6. User password settings

If you forget your password in the future, this software must be reinstalled. You should be very careful not to lose this password.

(4) Domain settings screen

Do the domain settings for Windows in this screen.



Diagram 7. Domain configuration settings

Press [Advanced Settings] to open the screen shown below.

System Properties				×				
Computer Name Hardware	Advanced	System Protection	Remote					
Windows uses the following information to identify your computer on the network.								
Computer <u>d</u> escription:								
	For example: " Computer".	Kitchen Computer'' o	r "Mary's					
Full computer name:	RICOHVM							
Workgroup:	WORKGROUN	0						
To use a wizard to join a de Network ID.	omain or work <u>o</u>	group, click	etwork ID					
To rename this computer o workgroup, click Change.	r change its do	omain or	<u>C</u> hange					
	OK	Cancel	Apply					

Diagram 8. System properties screen

Confirm the domain settings with your IT administrator, and then input and set the necessary information according to your environment. (5) TotalFlow Prep trial version settings screen

Do the settings for the trial version of TotalFlow Prep in this screen. If you will be using the trial version of TotalFlow Prep, select [I accept the terms of the Ricoh Software License Agreement] and select [Enable TotalFlow Prep 60-day Trial]. You can now use TotalFlow Prep free for 60 days.

System Language	License Agreement
Network Configuration	TotalFlow Prep is licensed to you under the terms of the Ricoh Software License Agreement and other agreements. Read this carefully, then accept the license terms to continue.
User Passwords	SOFTWARE LICENSE AGREEMENT Ricon TotaPlaw Pup 4
✓ Domain Configuration	© 2018 Rech Company Lid. All rights reserved. IMPORTANT NOTICE: PLEASE READ THIS AGREEMENT (the "Agreement") CAREFULLY BEFORE INSTALLING OR USING THE SOFTWARE.
5 License Agreement	This Agreement is lead agreement below you (Locarese of "you"), and Read Coopery, List and/or in #Millies" (is addeed below) (collective), "Toci"). This "Scheme" is the software meet here or as a for in the out-collaborary department below to other common control of the collaborary top (Locare Control of the control of the control one with the collaborary and the collaborary and the collaborary and the collaborary and the collaborary top (Locare Control of the collaborary top). Agreement, "Affaitar' news any early that, from time to ine during the term of the Agreement, Control, & Control will Record Congrey, List Control meets the collaborary top (Locare) and the collaborary top). Control will be control top (Control will be soft of the Agreement, Control, & Control will Record to the provint) default and the provint of the method on the provint of the control on the method of the control on the method of the method on the provint of the method on the method of the method on the top of the method on the provint of the method on the provint of the method on the method
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	E YOU DO NOT ARREE TO THE TERMS OF THIS AGREEMENT, ROCH IS UNNULING TO LICENSE THE SOFTWARE TO YOU JAD YOU MUST DESCRITTING THE USE OR NOTALIATION OF THE SOFTWARE IMMEDIATELY IN THIS CASE YOU MUST CEASE USING THE SOFTWARE AND RETURN THE MEDIUM ON WHICH THE SOFTWARE IS STORED, F ANY, MID ALL ACCOMPANYING DOCUMENTATION TO ROCH
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	11 In consideration of you apprecing to aduld by the terms of the Apprecent and a baject to the appoint of all network flees and charges, if any Roch hereby prior you a finding non-excision, personal, non-transferrable, locared to a sub-flee to the su
	1.2 You agree to use the Software in accordance with the terms of this Agreement and any additional terms set out in the Confirmation of Permitted Usage.
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	2. Licensee's undertakings.
	21 Exercise as representent and and the disc discontinuous are an advantation security development of the neurality of the ne
	○ Laccept the terms of the Ricoh Software License Agreement.
	© Foo not accept the terms of the fictor pottware comes agreement.
	Enable TotalFlow Prep 60-day Trial.
	BACK

Diagram 9. License agreement

(6) Settings complete screen

When this screen appears, the settings are complete.



Diagram 10. Setup complete screen

Press the [FINISH & RESTART] button to restart Windows.

## 2. Activation procedure for the Windows license

- (1) After starting up Windows, log on with administrator's rights when the screen for logging on appears.
- (2) Open the [Settings] screen from the Windows menu and select [Update & security].



Diagram 11. Setup screen

- Windows Settings Find a sett Q 口 -← Setting Home Update status Find a se No updates are available. We'll continue to check daily for newer updates Update & security Check for updates C Windows Update Update histor Windows Defende Update settings → Backup Available updates will be do apply). ded and installed automatically, except over metered connections (where charges may ③ Recovery Change active hour Activation Restart options For developers Advanced ontion P<sub>₽</sub> Windows Insider Program Looking for info on the latest updates?
- (3) Select [Activation] from the list of menus on the left.

Diagram 12. Update and security screen

(4) On the screen shown below, press [Change product key] in [To install a new product key, select change product key] in [Activate Windows Now].

Settings					-	×
		Windows Settings				
		Find a setting	۹			
旦				8		
← Settings					-	×
Home	Windows					
Find a setting	Edition	Windows 10 Enterprise 2016 LTSB				
Update & security	Activation	Unable to reach Windows activation : Learn more	servers			
	Product Key	XXXXX-XXXXX-XXXXX-XXXXX-J448Q				
Windows Defender	Activate W	Vindows now				
→ Backup	To install a new	product key, select change product k	ey.			
③ Recovery	Change p	roduct key				
<ul> <li>Activation</li> </ul>	If you're having and fix the prob	problems with activation, select Trou blem.	bleshoot to try			
1 For developers	C Troublesh	loot				
ନ୍ <sub>ଳ</sub> Windows Insider Program						

Diagram 13. Activation screen

(5) The Certificate of Authenticity (CoA) sticker is affixed to the cover of the printed version of this manual. Confirm the product key.



Diagram 14. Location where product key is noted

(6) Type in the product key.



Diagram 15. Enter a product key screen

(7) The screen shown above automatically changes to the screen shown below. Press [Read the Microsoft Software License Terms] and confirm the terms of the license. After you confirm them, press the [Next] button.

Activate Windows	
Activate Windows	
By activating Windows, you get the best experience, free	e from interruptions.
Read the Microsoft Software License Terms	
	Cancel

Diagram 16. Activate Windows screen

(8) When the following screen appears, the license activation is complete.



Diagram 17. Windows is activated screen

If you cannot connect to the internet due to network settings, the screen shown below opens. Press [Close] to close the screen, and then confirm the network settings for Windows. Also, if this screen opens, have your network administrator check the network settings.



Diagram 18. License activation failed screen

- 3. Procedure to backup Windows
  - Insert a USB memory device into the USB port on the front of the DFE unit. Also, use a USB memory device that has a capacity of 64 GB to 1 TB. The size of the backup varies depending on how Windows is used.
  - (2) Open the following screen on the printer's operator control panel (OCP).

O Ready				Sample	Stop	Start 🔷
Operations	Jobs		Paper Setting	UserTool	s/Adjustmer	it
Operator Message						
Tray Information		Interpo	ser Tray Informati	ion		
1 🗐	8½×11 🕞	63.1 - 80.0 gsm	A 🗐		8½×11 🕞	63.1 - 80.0 gsm
2 🔳	11×17₽	63.1 - 80.0 gsm				
3 🔳	8½×11	63.1 - 80.0 gsm				
4 🔳	8½×11	63.1 - 80.0 gsm				
5 🔳	8½×11₽	63.1 - 80.0 gsm				

Diagram 19. Operator panel screen

- (3) Press the [Stop] button.
- (4) Press the [UserTools/Adjustment] button to open the screen shown in the diagram below.



Diagram 20. UserTools/Adjustment screen

(5) Press the [Backup Virtual Machine] button on the screen shown above.

(6) When the screen shown below appears, press the [OK] button.



Diagram 21. Backup Virtual Machine screen

(7) Pressing the [OK] button on the screen shown above starts the backup.



Diagram 22. Backup execution screen

(8) When the backup is complete, Windows automatically starts up.

- 4. Procedure to restore Windows
  - Insert the USB memory device, on which the backup image is stored, into the USB port on the front of the DFE unit.
  - (2) Open the following screen on the printer's operator control panel (OCP).

O Ready				Sample	Stop	Start
Operations	Jobs		Paper Setting	UserTool	s/Adjustmer	it
Operator Message						
Tray Information		Interpo	ser Tray Informati	on		
1 💷	8½×11	63.1 - 80.0 gsm	A 🗐		8½×11 🖓	63.1 - 80.0 gsm
2 🗐	11×17⊡	63.1 - 80.0 gsm				
3 🔳	8½×11₽	63.1 - 80.0 gsm				
4 🔳	8½×11₽	63.1 - 80.0 gsm				
5 🔳	8½×11	63.1 - 80.0 gsm				

Diagram 23. Operator panel screen

- (3) Press the [Stop] button.
- (4) Press the [UserTools/Adjustment] button to open the screen shown in the diagram below.



Diagram 24. UserTools/Adjustment screen

(5) Press the [Restore Virtual Machine] button on the screen shown above.

(6) When the screen shown below appears, press the [OK] button.

Not Ready	Start
Restore Virtual Machine	
Press [OK] to restore the Virtual Machine. This operation will shutdown and restart the Virtual Machine.	
Press [Cancel] to postpone the Restore Virtual Machine.	
Cancel	ОК

Diagram 25. Restore Virtual Machine screen

(7) Pressing the [OK] button on the screen shown above starts the restoration.



Diagram 26. Restore execution screen

(8) When the restoration is complete, Windows automatically starts up.

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