

Print Release Walkthrough

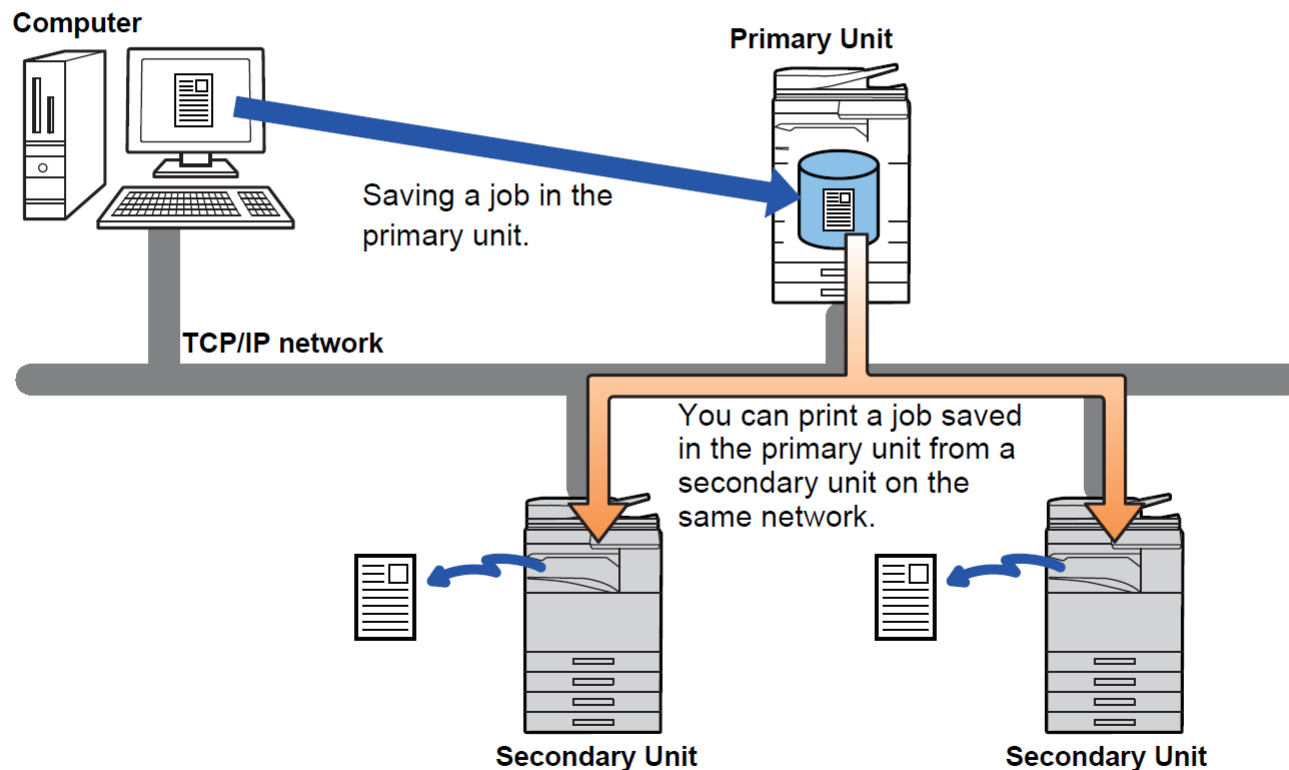
**Copier Setup*

“Follow Me Printing”

- Follow Instructions to set up Primary and Secondary Machines

PRINT RELEASE FUNCTION

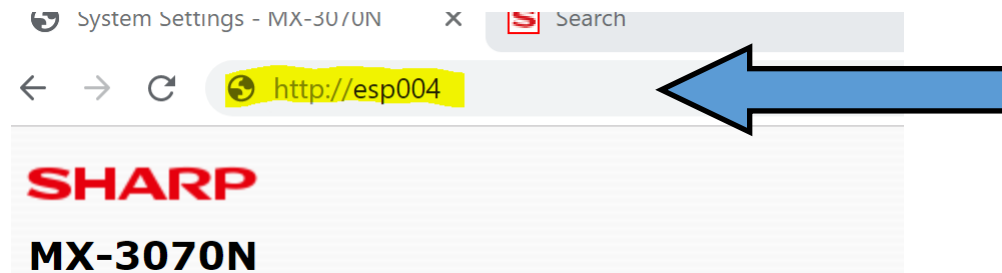
When there are multiple machines that support the print release function on the same network, you can use the print release function to save data in the machine that is set as the primary unit and then print the saved data from a unit that is set as the secondary unit (multiple secondary units can be set).



For the number of secondary units that can be controlled by one primary unit, consult your dealer.

1st Logon to copier Webpage

- Input copier IP Address or Host Name into URL bar of Internet Browser.



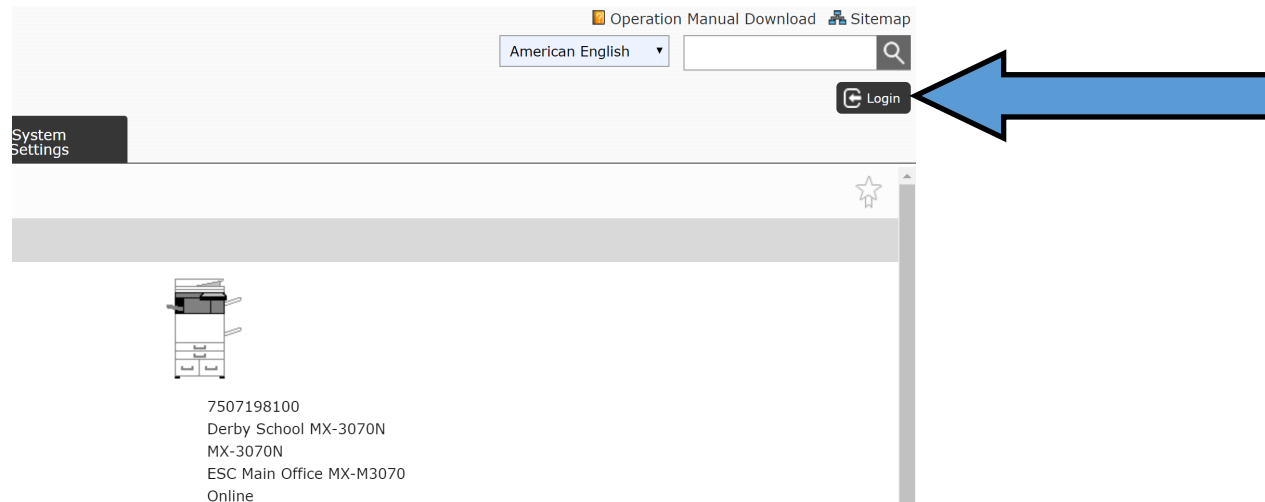
- Your Copier WebPage Should look like this.

The screenshot shows the Sharp MX-3070N copier web interface. The page has a sidebar menu on the left with options like 'Status', 'Address Book', 'Document Operations', 'User Control', and 'System Settings'. The main content area is titled 'Machine Identification' and includes a 'Update(R)' button. Below this, there is a section for 'Supply Status' with a table showing toner levels for Black, Cyan, Magenta, and Yellow. At the bottom, there is a section for 'Paper Input Tray Status' with a table showing the status of three paper trays.

| Supply Information | Status |
|--------------------|-----------|
| Black Toner | Under 25% |
| Cyan Toner | Over 50% |
| Magenta Toner | Over 50% |
| Yellow Toner | Over 75% |

| Tray | Status | Paper Size | Paper Type |
|--------|--------|------------------|---------------|
| Tray 1 | 67% | Legal(8 1/2x14) | Heavy Paper 1 |
| Tray 2 | 67% | Ledger(11x17) | Plain |
| Tray 3 | 33% | Letter(8 1/2x11) | Plain |

- Click “Login” Button in upper right hand corner of webpage.



- Input Password to login.
- Default Username: admin
- Default Password: admin

This screenshot shows the "Login" page of the Sharp MX-3070N. The page has a header with the "SHARP" logo and "MX-3070N". Below the header, there is a "Login" section with a "Login(P)" button and a "Cancel(C)" button. The "Authority:" field is set to "admin". The "Login Name:" field has a dropdown menu with "Administrator" selected. The "Password:" field is a text input box with masked characters (dots) and a "(5-255digit)" label, highlighted by a large blue arrow. At the bottom, there is a message: "Please enter the User Authentication information. This message can be edited from System Settings." and another "Login(P)" and "Cancel(C)" button.

- Once Logged in, select "System Settings" Tab.

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MX-3070N

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American English

Login

Status

Address Book

Document Operations

User Control

System Settings

Machine Identification

Total Count

Device Status

Network Status

Firmware Version

Power Reset

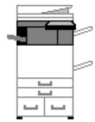
Data List

List for User

List for Administrator

Machine Identification

Update(R)



Unit Serial Number: 7507198100
Name: Derby School MX-3070N
Model Name: MX-3070N
Machine Location: ESC Main Office MX-M3070
Current Status: Online
Memo: Installed New May, 8th 2017

Supply Status

| Supply Information | Status | |
|--------------------|-----------|-------------|
| Black Toner | Under 25% | <div></div> |
| Cyan Toner | Over 50% | <div></div> |
| Magenta Toner | Over 50% | <div></div> |
| Yellow Toner | Over 75% | <div></div> |

Paper Input Tray Status

| Tray | Status | Paper Size | Paper Type |
|--------|--------|------------------|---------------|
| Tray 1 | 67% | Legal(8 1/2x14) | Heavy Paper 1 |
| Tray 2 | 67% | Ledger(11x17) | Plain |
| Tray 3 | 33% | Letter(8 1/2x11) | Plain |

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The 1st step to initiating Print Release is to enable the Print Release function within the copier WebPage. (Follow These Steps)

- Select “Printer Settings”

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Operation Manual Download Site Map

American English

User Name: Administrator Logout

Status Address Book Document Operations User Control **System Settings**

Home Screen Settings

Image Send Settings

Common Settings

Energy Save

System Control

Copy Settings

Document Filing Settings

Network Settings

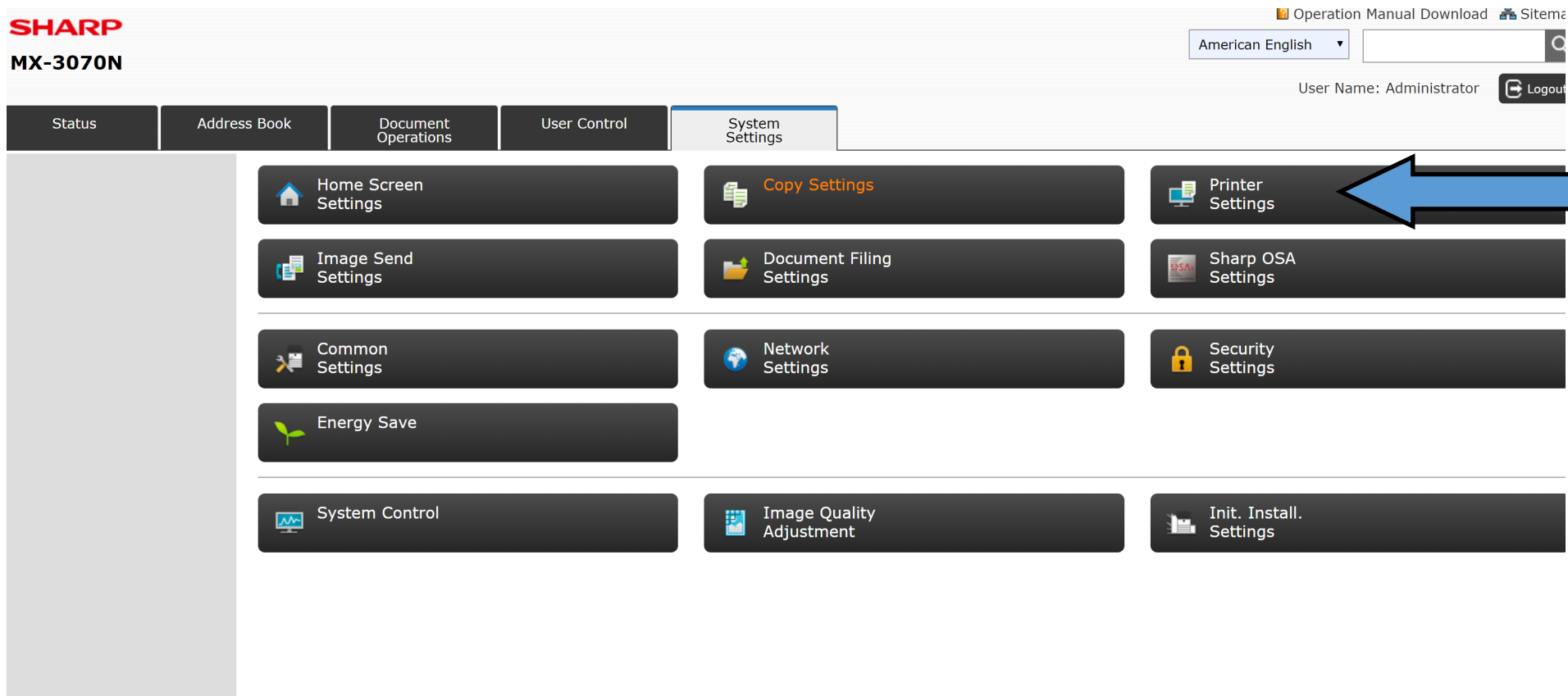
Image Quality Adjustment

Printer Settings

Sharp OSA Settings

Security Settings

Init. Install. Settings



- Select “Print Release Settings” Tab.

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Operation Manual Download [Site Map](#)

American English

User Name: Administrator [Logout](#)

StatusAddress BookDocument OperationsUser ControlSystem Settings

Printer Settings
Condition Settings
Initial Status Settings
PCL Settings
PostScript Settings
OOXML Settings
Print Release Settings
E-mail Print Settings
Direct Print Settings (FTP)
Direct Print Settings (Network Folder)
Print Setting from PC/Mobile Terminal

Condition Settings

Submit(U)Update(R)

[Back to Menu List](#)

Condition Settings

☒ Prohibit Notice Page Printing
☐ Prohibit Test Page Printing
☐ Prohibit Paper Size Change

Bypass Tray Settings:

☐ Enable Detected Paper Size in Bypass Tray
☒ Enable Selected Paper Type in Bypass Tray
☐ Exclude Bypass-Tray from Auto Paper Select

☒ Job Spool Queuing
☐ Disabling of USB Memory Direct Print
☐ Disabling of Network Folder Direct Print
☐ Disabling sending while printing

Interface Settings

☐ Hexadecimal Dump Mode

I/O Timeout: sec.(1-999)

☒ Enable Network Port

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Follow the steps provided to Setup “Primary Machine”

- “Enable” Print Release
- Check box for “Force to Enable the Print Release Function”
- Check box “Print B/W” (This only defaults the users print job to B/W, Isnt doesn't force)
- Check box “Print and Delete the Data”
- Finally Choose number of “Days” print jobs will be stored before automatic deletion
- Click “Submit”

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Operation Manual Download Sitem

American English

User Name: Administrator Logou

Status Address Book Document Operations User Control System Settings

Printer Settings
Condition Settings
Initial Status Settings
PCL Settings
PostScript Settings
OOXML Settings
Print Release Settings
E-mail Print Settings
Direct Print Settings (FTP)
Direct Print Settings (Network Folder)
Print Setting from PC/Mobile Terminal

Print Release Settings

Submit(U) Update(R) Back to Menu L

Print Release: Enable

Connecting Code: (1-32 digits)

Primary Unit/Secondary Unit Setting: Primary Unit

Require Authentication when Storing: Enable

Address of Primary Unit: 0.0.0.0 (Up to 127 characters)

☒ Force to Enable the Print Release Function

Port Number: 53000 (0-65535)

Default Settings:

☒ Print B/W

☒ Print and Delete the Data

Delete Stored Data after Specified Time: Enable

Days: 1 Day

HDD Status: 0 %

Delete All(C) Delete All Stored File.

Submit(U) Update(R)

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Follow the steps provided to Setup “Secondary Machine”

- “Enable” Print Release
- Switch dropdown box from “Primary Unit” to “Secondary Unit”
- Enter the “IP Address” of Primary Machine
- Check box “Print B/W” (This only defaults the users print job to B/W, Isnt doesn't force)
- Check box “Print and Delete the Data”
- Finally Choose number of “Days” print jobs will be stored before automatic deletion
- Click “Submit”

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[Operation Manual Download](#) [System](#)

American English

User Name: Administrator

[Logout](#)

Status

Address Book

Document
Operations

User Control

System
Settings

Printer Settings

Condition Settings

Initial Status Settings

PCL Settings

PostScript Settings

OOXML Settings

Print Release Settings

E-mail Print Settings

Direct Print Settings (FTP)

Direct Print Settings
(Network Folder)

Print Setting from
PC/Mobile Terminal

Print Release Settings

[Submit\(U\)](#)

[Update\(R\)](#)

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Print Release:

Enable

Connecting Code:

(1-32 digits)

Primary Unit/Secondary Unit Setting:

Secondary Unit

Require Authentication when Storing:

Enable

Address of Primary Unit: 172.18.207.210 (Up to 127 characters)

☒ Force to Enable the Print Release Function

Port Number:

53000 (0-65535)

Default Settings:

☒ Print B/W

☒ Print and Delete the Data

Delete Stored Data after Specified Time:

Enable

Days: 1 Day

HDD Status: 0 %

[Delete All\(C\)](#) Delete All Stored File.

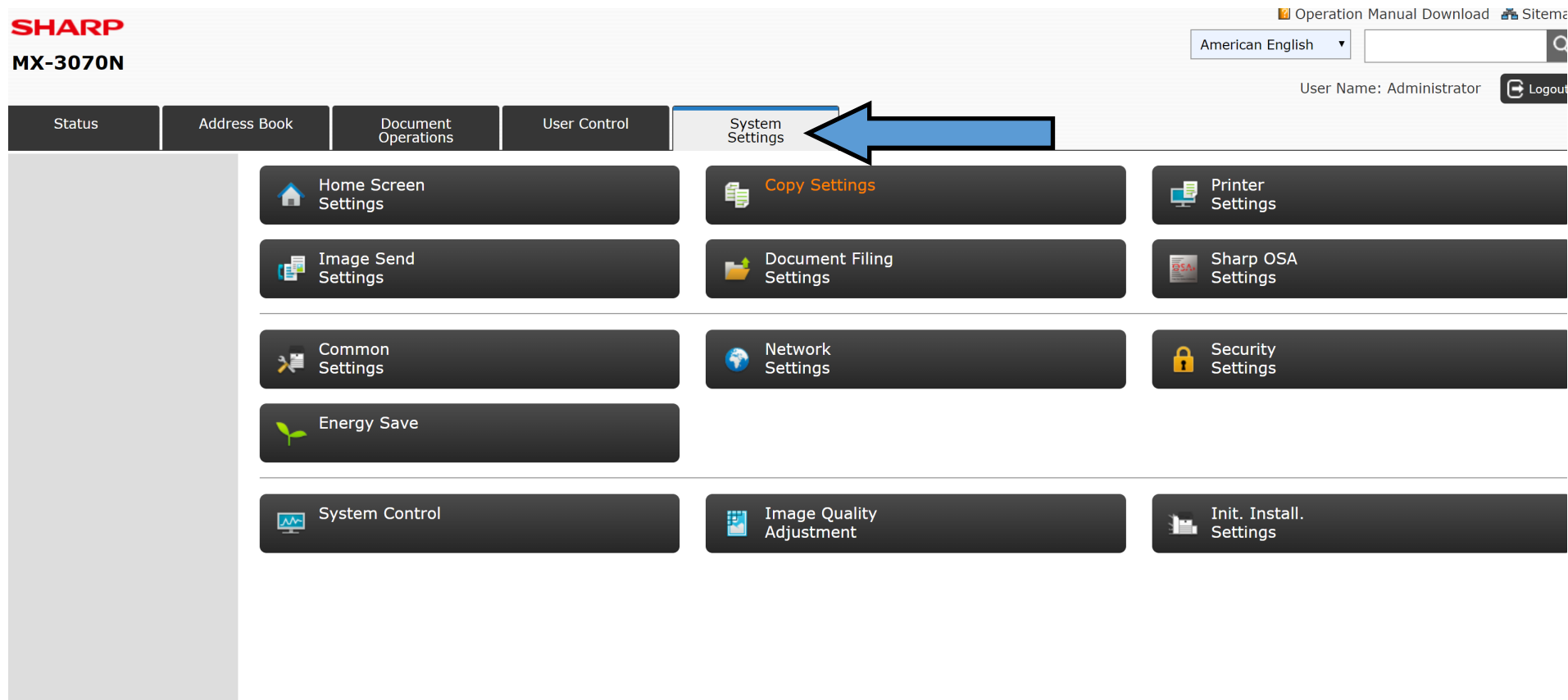
[Submit\(U\)](#)

[Update\(R\)](#)

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The next step is to add the “Print Release” button to the Copier Display Panel

- Select “Systems Settings”



- Select “Home Screen Settings”

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Operation Manual Download Site Map

American English ▼

User Name: Administrator

Logout

Status

Address Book

Document
Operations

User Control

System
Settings

Home Screen
Settings

Copy Settings

Printer
Settings

Image Send
Settings

Document Filing
Settings

Sharp OSA
Settings

Common
Settings

Network
Settings

Security
Settings

Energy Save

System Control

Image Quality
Adjustment

Init. Install.
Settings

- Scroll down the screen until you see the button slots
- Choose any of the button slots you desire

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[Site Map](#)

American English

User Name: Administrator

Log

Status

Address Book

Document Operations

User Control

System Settings

Home Screen Settings

Condition Settings

Icon

Background Image

Submit(U)

| No. | Home Button |
|-----|---------------------------------|
| 1 | Easy Copy |
| 2 | Easy Scan |
| 3 | Easy Fax |
| 4 | Print Release |
| 5 | Document Filing |
| 6 | Not Set |
| 7 | Not Set |
| 8 | Not Set |
| 9 | Not Set |
| 10 | Not Set |

Previous(M)

1 / 6

Next(N)

| No. | Fix Key |
|-----|-------------------------------------|
| 1 | Operation Guide |
| 2 | Paper Tray Settings |
| 3 | System Settings |
| 4 | Total Count |
| 5 | LCD Control |
| 6 | Job Status |
| 7 | Not Set |

^ Top of Page

- Check the bubble next to “Print Release”
- Scroll down the screen and select “Submit”

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Operation Manual Download

Sitem

American English

User Name: Administrator

Logo

Status

Address Book

Document Operations

User Control

System Settings

Home Screen Settings

Condition Settings

Icon

Background Image

Submit(U)

Cancel(C)

Back to Menu Lis

Home ButtonNo.4:Print Release

Copy:

None

Easy Copy

Copier

Program List

Program

Print Release

Mode Key

Program List

Program

Address Book

Address Control

Contacts/Group Address

Global Address Search

Find My Address

Mode Key

Pre-Setting Program

Fax

Pre-Setting Program

Not Set

Search Address Book(0)

Printer:

Image Send:

File Information

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- Your copier Display should show the print release button like this



After printing, the user will choose the “Print Release” button on the display and get the following display

The screenshot shows a web interface titled "Select Job to Operate." with three main components highlighted by blue boxes and numbered callouts:

- (1)** A table with columns: File Name, Login Name, and Date. The table contains several rows of print jobs, with the second row "A4_03P" selected.
- (2)** A panel on the right containing print options: "Change Number of Prints" (unchecked), "No. of Prints" (set to 1), "Print B/W" (unchecked), and "Print and Delete the Data" (checked).
- (3)** A row of action buttons at the bottom: "Select All", "Delete", and "Print".

| File Name | Login Name | Date |
|---------------------|------------|------------|
| HDD_20150606_165828 | User1 | 10/10/2015 |
| ✓ A4_03P | User1 | 10/10/2015 |
| HDD_20150606_164042 | User2 | 10/10/2015 |
| HDD_20150606_163712 | User2 | 10/10/2015 |
| HDD_20150606_151132 | User1 | 10/10/2015 |
| HDD_20150606_134726 | User1 | 10/10/2015 |
| HDD_20150606_135845 | User1 | 10/10/2015 |

Buttons: Select All, Delete, Print

Options Panel (2):

- ☐ Change Number of Prints
- No. of Prints: 1 (1 - 9999)
- ☐ Print B/W
- ☒ Print and Delete the Data

1. Select one or more of your print jobs
2. Change the print options
3. Delete the job/ or Print the Job

Success!!

Keep in mind,

- If the copier has “User Authentication” Enabled, the CORRECT Credentials must be entered under the “Job Handling” tab of the print driver. Otherwise the print job will act as though it sent from the users PC, but never show up under the “Print Release” button.