



Gespage eTerminal Kyocera

Manual

Table of contents

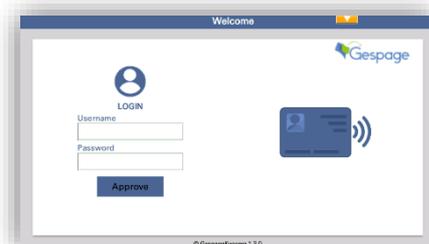
1. Introduction	5
1.1 Compatibility	6
2. Configuration	7
2.1 Configuration on the MFP	7
2.1.1.1 Installation of Gespage applicatin	7
2.1.1.2 Activation of Gespage default application.....	8
2.1.2 Configuration Gespage application on the MFP	9
2.1.3 Access to the administrator setting on the MFP	9
2.1.4 Configuring advanced scans.....	10
2.2 Gespage configuration	11
2.2.1 General.....	11
2.2.1.1 Global parameters	11
2.2.1.2 Network flows.....	11
2.2.2 Configuration of an eTerminal	11
2.2.2.1 eTerminal general parameters	12
2.2.2.2 eTerminal advanced parameters	14
2.2.3 eTerminal general configuration.....	15
2.2.3.1 General parameters.....	15
2.2.3.2 Advanced parameters.....	17
3. Use	19
3.1 Examples of user menus	19
3.1.1 User login	19
3.1.2 Select a billing code.....	21
3.1.3 Gespage home page.....	21
3.1.4 Screen of print release	22
3.1.5 Gespage scan screen	24

1. Introduction

Kyocera eTerminal is a Gespage software module dedicated to Kyocera MFPs. This module uses the integrated touch screen of the MFP.

This module enables an authentication at the MFP to provide the following functions:

- Print2me secured print with user authentication (by login / password, PIN code, RFID card) and user-friendly selection of the documents to print.
- Modification of the job properties (print forcing in B&W, in Duplex or change of the number of copies).
- Scan to me by email or to a home directory.
- Payment and retrieval of prints (including USB), copies and scans performed to Gespage server.
- Access rights to copy, print (B&W, color) and scan functions.
- Management and configuration of the terminal from a user-friendly Web interface.



1.1 Compatibility

Gespage eTerminal is compatible with all Kyocera MFPs featuring the HyPAS platform.

ATTENTION! Some Kyocera HyPAS MFPs require an additional external memory to launch HyPAS applications (ECOSYS or FS models).

For detailed information about supported models, it is recommended to consult **CartadisDB** tool.

The card readers that can be connected are Cartadis card readers such as TCM3 or TCM4.

ATTENTION! The use of a reader requires the addition of an OEM license Kyocera for RFID reader.



2. Configuration

2.1 Configuration on the MFP

Before configuring the MFP, the printer matching your MFP must first be configured on your Gespage server.

Gespage application must then be installed on your Kyocera MFP.

2.1.1.1 Installation of Gespage applicatin

Gespage application is available in the installation directory of your Gespage server under *GespageCore\server\resources\medias\kyocera\GespageKyocera.pkg*.

The application can be installed in 2 ways on your MFP.

- USB key

- Copy the *GespageKyocera.pkg* file to a FAT32 formatted USB key.
- At the MFP, move to the *System* menu and select the *Application* menu. You have to log in as administrator.
- Press the *Add* button.
- Insert the USB key into the copier (rather on the display panel) and wait for **Gespage** display in the list.
- Select **Gespage** application, click *Install* and validate.
- Click *Remove memory* to remove your USB key safely.
- Choose *Click* to exit the menu.
- Select **Gespage** application, click *Activate* and validate.
- Wait until Gespage screen appears on the copier.

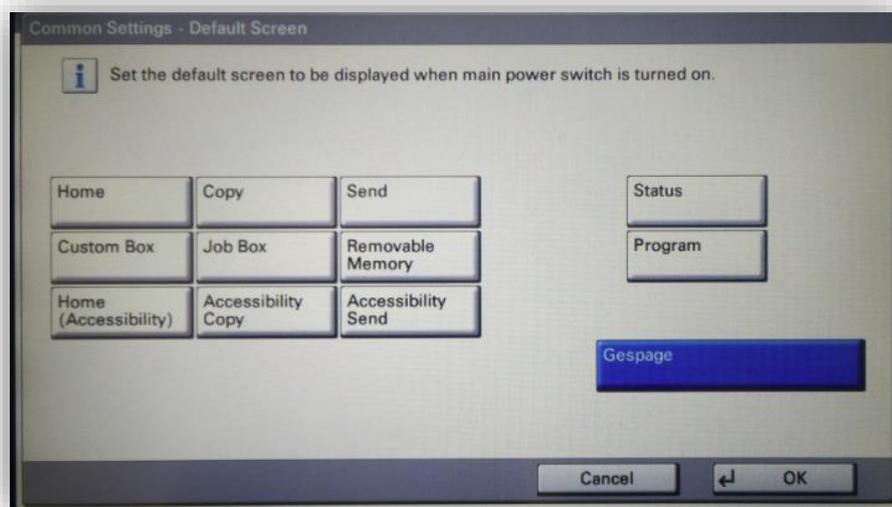
- With Kyocera NetViewer copier tool

Kyocera NetViewer is a tool management of KYOCERA MFPs dedicated to the network installation of Gespage application.

- Launch Kyocera Net Viewer application.
- Add your printer.
- Right-click on your printer, select *Modify* and *Application*.
- From the new screen, click *Install a new* and select the *GespageKyocera.pkg* file and validate.
- Once **Gespage** application appears, right-click and select *Activate*.
- Select *Activate without licence key* and validate.
- Wait until Gespage screen appears on the copier.

2.1.1.2 Activation of Gespage default application

After installation, Gespage application must be enabled by default from the MFP administration menu.



To that end, move to the MFP administration menu with the Z code (see §2.1.3), then select **Gespage** from the menu *System/ Common settings/ Default screen*.

ATTENTION! This parameter must be set again after every **Gespage** application reinstallation.

2.1.2 Configuration Gespage application on the MFP

At first start, Gespage application displays the network settings configuration menu of communication with Gespage server.

The application will be operational only after Gespage server address setting.

Server's IP

IP address or hostname of Gespage server.

Server's port

Communication port with the server (0 = use of Gespage standard ports).

Please keep this parameter set to 0 unless specific configuration.

SSL Activated

SSL enabled in the communication with the server.

This parameter should remain active.

Note: This configuration menu may also be displayed in a browser with the following address:
http://Adresse_MFP:8080/GespageKyocera/jsp/wide/setup.jsp

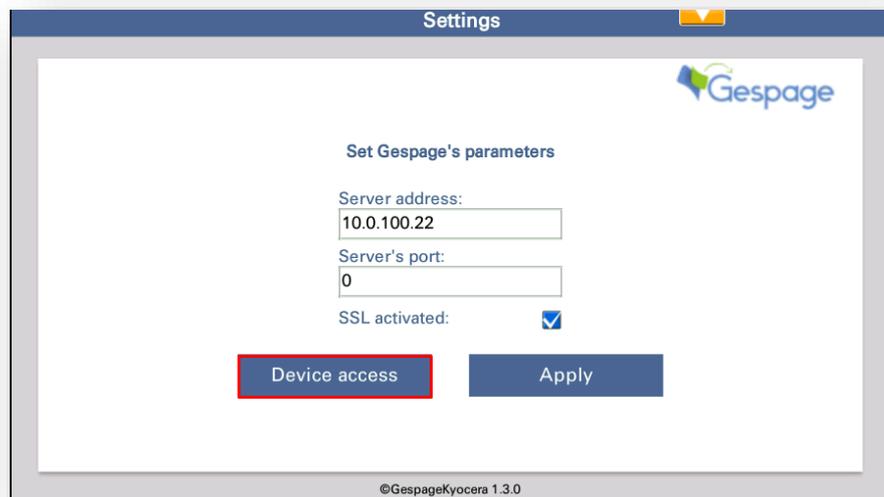
2.1.3 Access to the administrator setting on the MFP

After Gespage application installation, the MFP administration menu is accessible from the Gespage administration menu.

The administration menu is displayed from the MFP by entering the Z code on the Gespage login screen (pressing the 4 corners of the screen in the order shown below). Then, enter the login and administrator password of the MFP.



Gespage parameters are accessible.



The MFP administration menu is accessible by selecting *Device access* menu.

2.1.4 Configuring advanced scans

Installation of the "Gespage Mobile" licence is required to use the advanced scans feature. It is included in the standard licence and can be requested from your Gespage contact

For more information on configuring Gespage advanced scans, you can refer to § "12.3.3 Using scan profiles" of the Gespage manual.

2.2 Gespage configuration

2.2.1 General

2.2.1.1 Global parameters

Make sure that the required licences are available. From *Server/Support/Licence*, information about your Gespage Server and the licenses bought are available. An eTerminal can be installed only if you have a Kyocera eTerminal license available or if your server is in demo mode.

Server Configuration ▾ System ▾ Tasks ▾ Web access ▾ Mobile printing ▾ Support ▾

View licence

License

Signature YEGYKQME
 Mode Active (under maintenance)
 Maintenance end date 29 févr. 2020
 Qty of printers 50
 Qty of physical printers 27

Terminals	Mode	Details	Date	Number of devices
eTerminal Kyocera	Active (under maintenance)		29 févr. 2020	50

License registration

Register your license key

Choisissez un fichier Aucun fichier choisi

Approve

After purchase, a new licence can be registered just by uploading and validating from this menu.

2.2.1.2 Network flows

Kyocera eTerminal communicates with Gespage service on the TCP ports 7180/7181.

Scan to email or Home directory by FTP require the opening of the TCP port 7121 (default) between the copier and the server. The embedded FTP server by Gespage operates in active mode for transporting data (the server port number opening the connection to the client is random).

2.2.2 Configuration of an eTerminal

When the application is installed and set on the MFP, Kyocera eTerminal will register automatically on Gespage server. It is accessible by moving to *Printers/Terminals/List of Terminals*. Your eTerminals will be in *Kyocera* tab.

If the print queue of your MFP was created prior to the installation of the application, your print queue will be automatically associated with your eTerminal in Gespage after its registration.

2.2.2.1 eTerminal general parameters

The screenshot shows the 'Edit a Kyocera Terminal' interface. It has two tabs: 'General parameters' (selected) and 'Advanced parameters'. Under the 'Kyocera' section, the following parameters are visible:

Name	<input type="text" value="kyocera_LHD3800331"/>
Serial number	<input type="text" value="LHD3800331"/>
MFP address	<input type="text" value="10.0.0.23"/>
Comments	<input type="text"/>
Reader profile	<input type="text" value="-"/>
Public mode	<input checked="" type="radio"/> Disabled <input type="radio"/> Enabled
Print job release	<input checked="" type="radio"/> Manually <input type="radio"/> Automatically
Manual releasing condition	<input type="radio"/> All jobs are automatically released after user login <input checked="" type="radio"/> Jobs are released after a keyboard selection
Enable Operator release	<input checked="" type="checkbox"/>
Allow to change job properties	<input checked="" type="checkbox"/> (depending on printer driver or printer version)
Change number of Copies	<input checked="" type="checkbox"/>
Force duplex	<input checked="" type="checkbox"/>
Force B&W	<input checked="" type="checkbox"/>

By clicking on your eTerminal, its features may be changed.

Name

The eTerminal name must be filled in. The name is free but 2 identical names cannot be entered.

Serial number

Serial number of the MFP. This number is automatically filled in at MFP automatic recording.

ATTENTION! The identifier of your MFP is its serial number. If you replace your MFP, a new eTerminal corresponding to the new serial number will register.

MFP address

Address (IP or hostname) of the MFP on which the eTerminal is installed.

Comments

Comment of the eTerminal in Gespage. Comments are optional.

Reader profile

Name of a reader profile associated with the card reader (see Gespage manual).

The reader profile is an advanced parameter useful when non-standard card readers have to be connected or when the numbers of the cards stored on Gespage do not match the standard format.

Public mode

This parameter enables a 'Public' tab to be activated on the login screen of the eTerminal for accessing certain MFP functionalities in free access.

1. Disabled

Disables the public mode.

2. Enabled

Enables the public mode.

ATTENTION: In addition to this parameter enabling, a Gespage user account must be defined for the definition of functionalities authorized to the public mode (**public** user account to define by default, configurable via the *conf_public_username* advanced parameter).

Print job release

Indicates whether printings sent to the MFP are locked as long as the user is not identified.

1. Manually (fonction Print2me)

The user must always authenticate to release his documents. This is the configuration to choose for getting a secured printing.

2. Automatically

The documents are printed as soon as they are received if the user's credit is sufficient, they are nevertheless accounted.

Manual releasing condition

This parameter indicates whether all printings are automatically released or the user can select the ones that he wishes to release.

1. All jobs are automatically released after a user login

Once the user is identified, all his printings are released from the queue.

2. Jobs are released after a keyboard selection

Once the user is identified, a scrolling list shows to the user all his printings in the queue and the opportunity of their release is proposed to him.

Enable Operator release

This parameter enables operator printing at the MFP.

Operator printing enables documents of other users to be released for certain authorized users (executive secretary, reprographic service) see the Gespage manual.

To set the operator accesses at user account level, please refer to the Gespage manual.

Allow to change job properties

This option gives access to tabs in the print release screen to allow the user to change some print options directly on the MFP screen. According to the configuration selected, he can modify the number of copies of his print, force duplex and force black and white

ATTENTION: Only a simplex can be forced in duplex and a colour printing in black and white. The reverse is not possible. Moreover, these features are only available with a PCL or PS Driver.

2.2.2.2 eTerminal advanced parameters

Name	Value
admin_copy_access	false
auto_logout	180
conf_public_username	public
debug_mode	false
filter_ip_enable	false
polling-timeout	60
screen_timeout	30
screen_to_display	application

Delete

Some advanced parameters are configurable from the *Advanced parameters* tab of the eTerminal.

- `activate_log=false`
This parameter enables the eTerminal logs to be recovered to Gespage server. It is to enable on request of Gespage support.
- `admin_copy_access=false`
This parameter defines whether copies are allowed when an administrator is logged in the administration menu.
- `auto_logout=180`
This parameter defines the disconnection timeout of the eTerminal (in seconds).
- `conf_public_username=public`
This parameter defines the user account name used for accounting and the rights of the account of public access.
- `debug_mode=false`
This parameter enables the logs of the eTerminal at debug level.
- `polling-timeout=180`
This parameter defines the refresh period of the eTerminal configuration (in seconds).
- `screen_timeout=30`
This parameter defines the display time of the information screens (in seconds).
- `screen_to_display=default`
By default, after a login, if the user has pending prints, they are displayed, otherwise the screen of copies is displayed. This parameter enables the home screen to be changed after login. The values available are default (Gespage), copy (screen of copies), send (screen of scans), home_menu (home screen).

2.2.3 eTerminal general configuration

In the screen of Kyocera eTerminals general configuration, set up the parameters to be applied to all Kyocera eTerminals on the site.

These parameters include the type of login allowed as well as the process for card association.

2.2.3.1 General parameters

The parameters are:

Allow to self-register

This parameter enables the automatic self-registration of the e Terminals in Gespage after the installation of Gespage application on the MFPs.

Authentication method used with Cartadis terminal

For a keyboard login

This parameter is used to select the user login mode on the keyboard.

Input of Gespage account only:

The user will only enter his Gespage login.

Input of account and password:

The user will enter his Gespage login and his password.

Input of the print code:

The user will enter his print code.

For a card login

1. **Card without password**
2. **Card + password**
3. **Card + PIN.**

Allowed login

This parameter is used to select the peripheral for login.

1. Card and keyboard

The user login can be done by card or keyboard. If no card reader is connected, keyboard login is the only option.

2. Card only

The keyboard will be disabled. The MFP will only use the card reader peripheral to log the user.

3. Keyboard only

The card reader peripheral will be disabled. Keyboard login is the only option.

For card login, the Cartadis TCM3 contactless card reader is recommended (Mifare 13.63 MHz or 125 kHz cards).



NOTE: TCM3 can be directly connected in USB on the MFP.

Association card ID to user

At the first user's card use and if the card number is not known by Gespage, a method of association of the card must be defined. It enables the number of the user's card to be stored in Gespage account. This association only applies at the first card insertion.

1. Done by the users

When a user will use an unknown card, he will have the possibility of identifying on the keyboard at the login screen. The card self-association will be required only once during the card life time

2. Done by the administrator

All card numbers of users have to first be configured in Gespage. The initialization can be carried out by the administrator or by the LDAP synchronization mechanism.

NOTE: The interface language of the eTerminal will be the language set on the MFP. A MFP reboot may be required after modification of the language on the MFP.

Allow alternative keyboard login (Input of account and password)

This parameter enables two keyboard login modes to be activated on the MFP at the same time (login enabled by user / password in addition to the print code).

User session parameters

View the Gespage home page

This parameter enables the Gespage homepage to be displayed for using the Gespage scan function. If Gespage home page is disabled, the following parameter is available:

Don't show pending jobs after login if job list is empty: skips over the Gespage screen of pending prints during login if there is no pending print.

Advanced scans settings

Resolution: sets the default value for the scan resolution. The possible values are 150, 200, 300, 400 or 600 (dpi).

Color: sets the default value for using color.

Single: sets whether the scan is duplex or not by default.

2.2.3.2 Advanced parameters

You can set the custom value of the advanced parameters that you wish to see automatically assigned to all new eTerminals.

To that end, the advanced parameter with its value must be added in the list of advanced parameters of the general configuration.

Edit a Kyocera Terminal

General parameters | **Advanced parameters**

Name	Value
The list is empty.	

Delete

Add new parameter

Name

Value

Add

3. Use

3.1 Examples of user menus

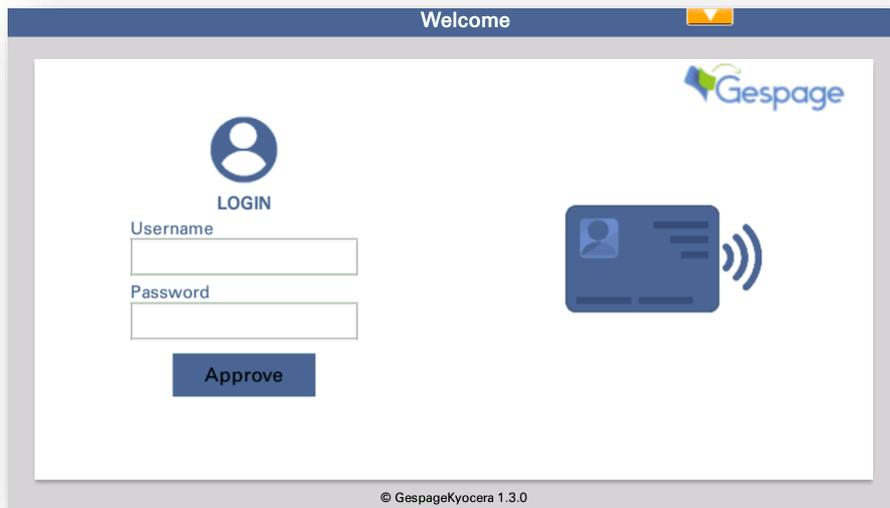
3.1.1 User login

The user must authenticate to access to the MFP services. After authentication, the user has a default access to his pending prints, if he wishes to switch to another service, he just needs to click the *Home* button.

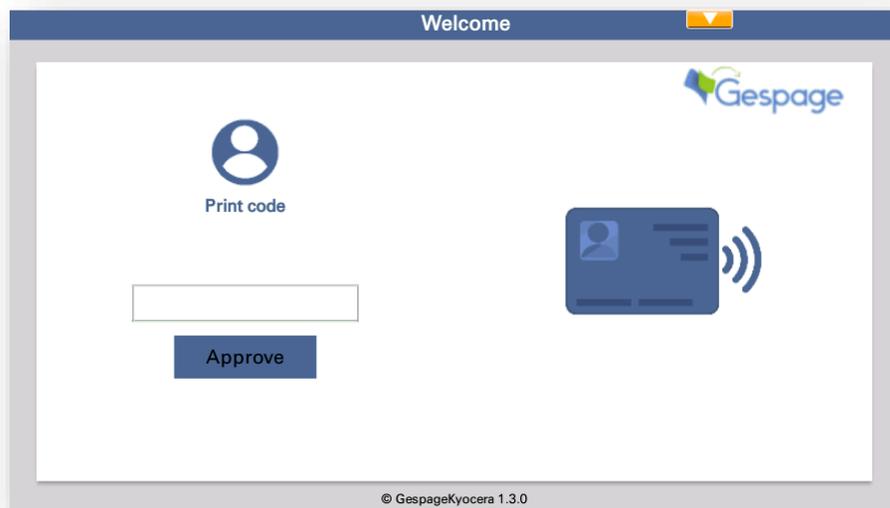
Disconnection is made as follows:

- via the *Disconnection* button displayed on the MFP screen.
- via the *Authentication/Logout* key on the MFP.

Home screen with login/password authentication



Home screen with print code authentication

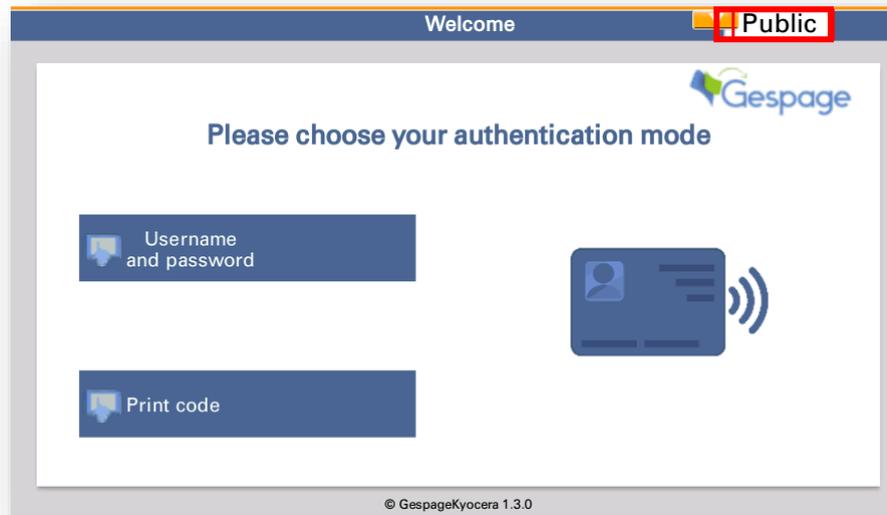


Home screen with card authentication



Home screen with public access

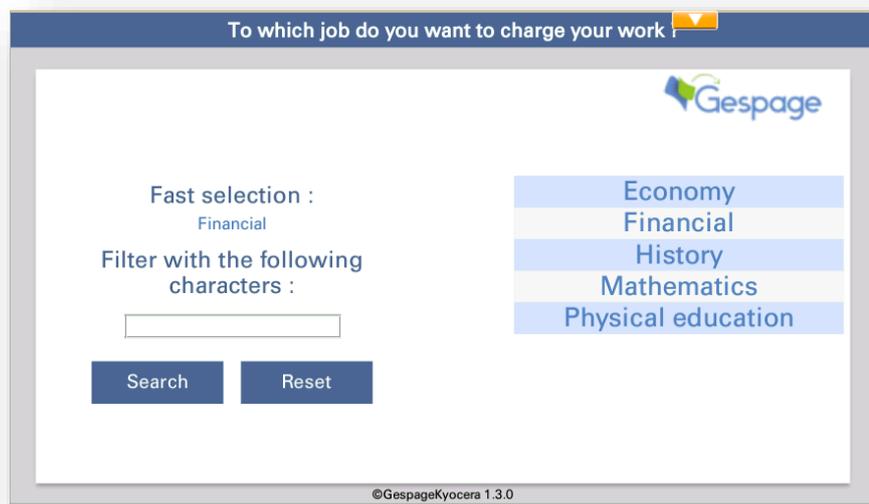
A public access may be enabled for accessing certain functions of the peripheral without user login. It is made by using the *Public* button.



3.1.2 Select a billing code

If *Billing code* is enabled, the user will charge his prints and his expenses of copies and scan to a billing code.

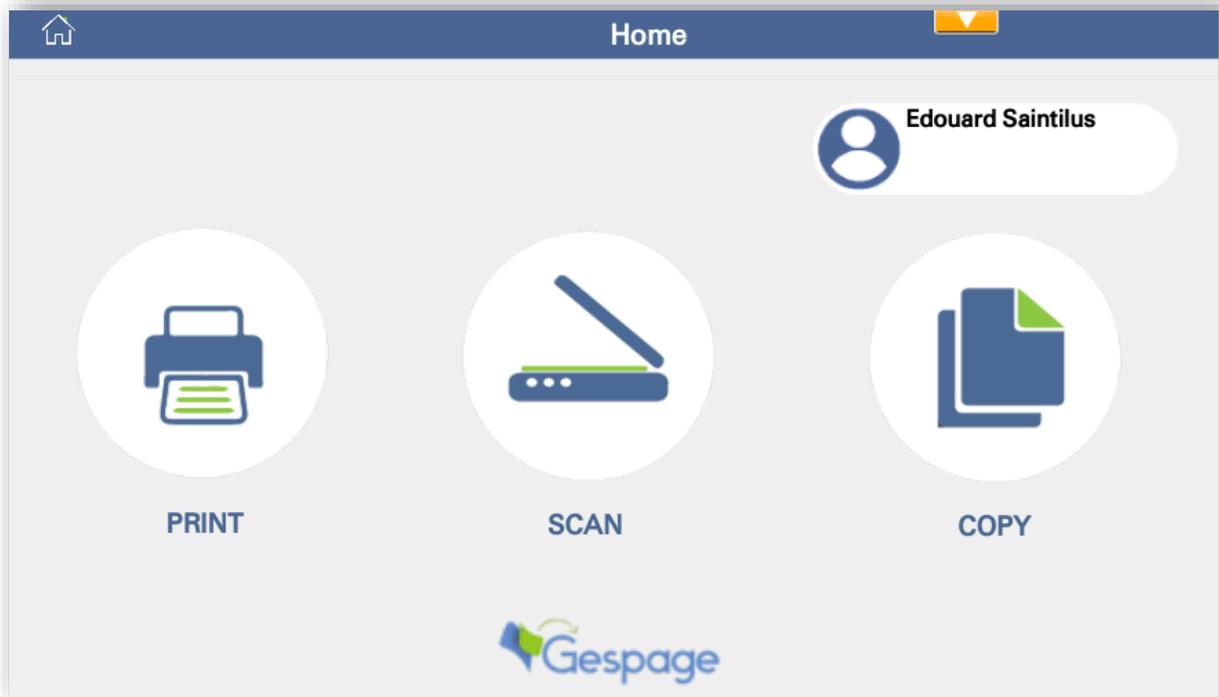
The list of billing codes allowed for the user is displayed by pressing the button 



3.1.3 Gespage home page

After user's login, this page is displayed to facilitate the customer journey.

NOTE: This menu must be enabled in the general configuration of Kyocera terminals.



The following options are available to the user:

- "PRINT" button: redirect to the Gespage print release page.
- "SCAN" button: redirect to the Gespage scan menu.
- "COPY" button: redirect to the copy menu of the MFP.

3.1.4 Screen of print release

The screen for print release enables pending prints to be selected for printing, deleting or modifying.

The screen for print release is displayed after login and the Gespage shortcut in the home menu.



Print refreshing

Modification of
the billing code

Job selected

Pending jobs

Selected: 5 / 5 115.00 € **Edouard Saintilus**

FR_Gespage_eTer_120221_111623099 1h ago , 25 Pages , Simplex, Black & White, Color	42.00 €	Credit: 379.50 €
Passation Kyoce_120221_111528291 1h ago , 31 Pages , Simplex, Black & White, Color	61.00 €	Activity: Economie
CR_2021-02-11_G_120221_111510098 1h ago , 2 Pages , Simplex, Color	4.00 €	Job modification
Installation d'_120221_111502801 1h ago , 2 Pages , Simplex, Color	4.00 €	Change to duplex
Trame salarié p_120221_111451368 1h ago , 2 Pages , Simplex, Color	4.00 €	Change to black and white
		Change number of copies

Environmental impact

0.55 kg CO₂ 17.36 L 1.86 kWh

Buttons: [Trash] [Printer]

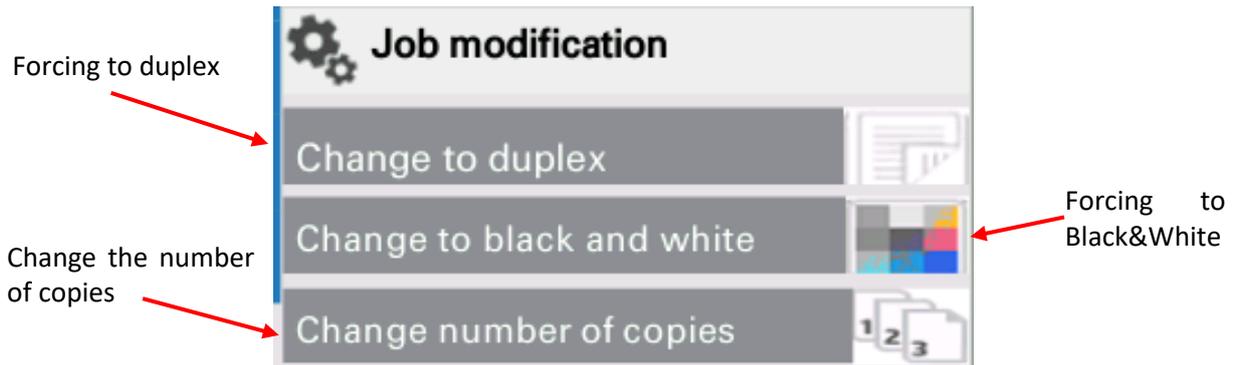
To select / deselect pending
prints, click the line wishedDetail of the environmental
impact of the prints selectedDeletion of the
prints selectedPrinting of the
documents selected

The environmental impact informs the user about the impact of his prints on the environment.

The cost of printing automatically appears at the end of each print line. The total cost is available at the top of the screen

The page of pending prints may contain a maximum of five prints, beyond a pagination will be applied.

Forcing keys enable the printing to be changed:



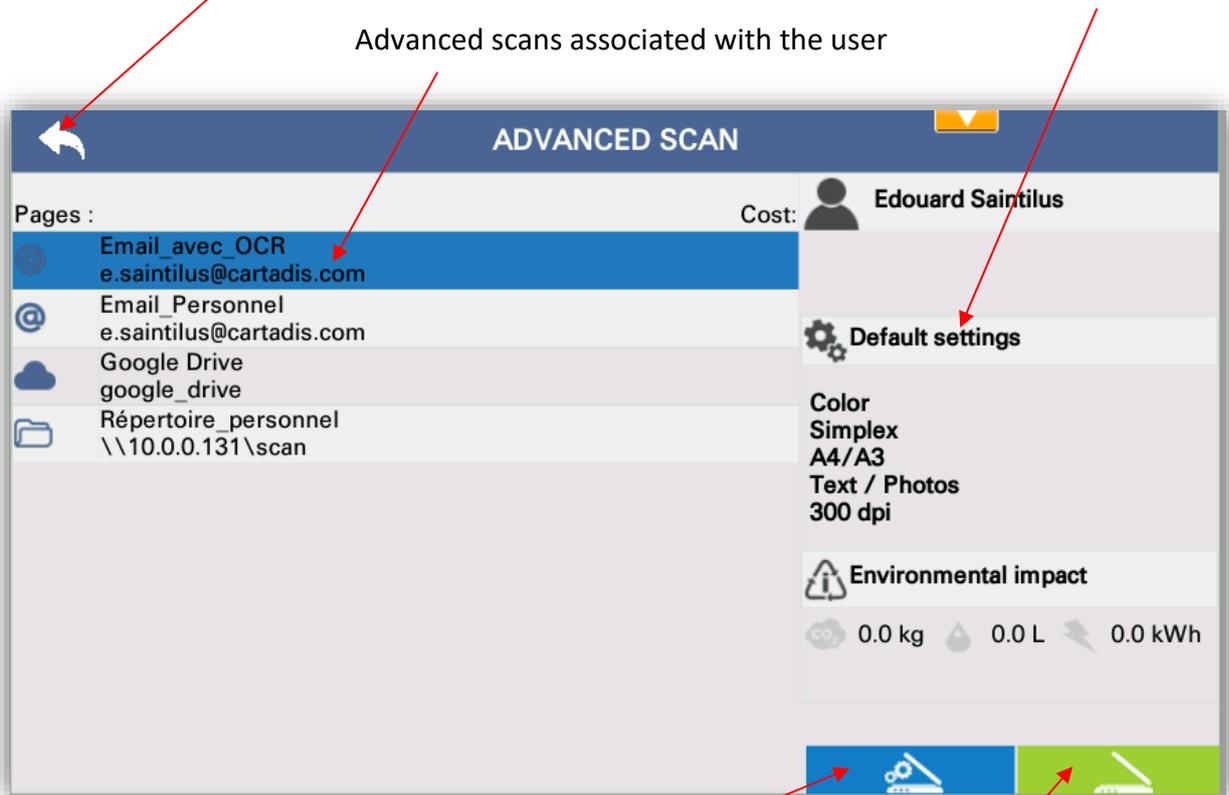
3.1.5 Gespage scan screen

The Gespage scan menu is accessible from the "ADVANCED SCAN" menu of the home page.

ATTENTION! This menu is not compatible with device before XX51 series.

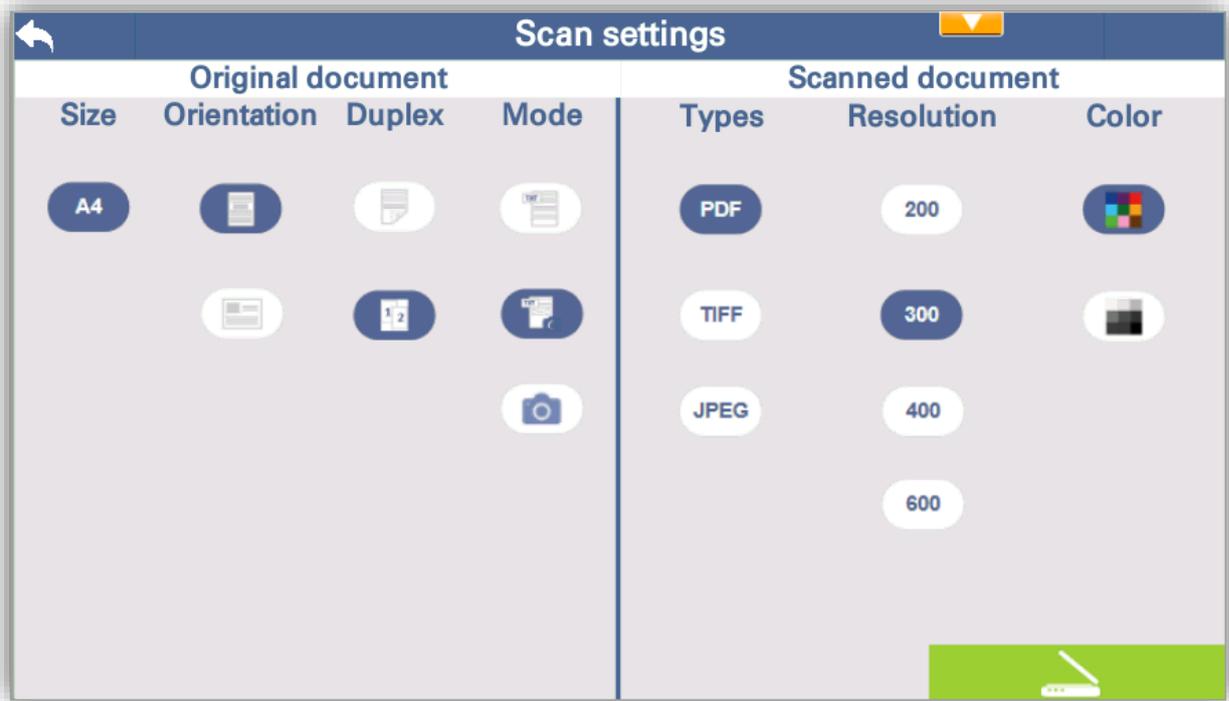
Back button to move back to the Gespage home menu

All default parameters used by the copier to perform a quick scan



Advanced scan button
It opens a window for modifying the scan options

Quick scan button
It performs the scan with the default parameter



The scan links displayed in this menu depend on the scan parameters set in Gespage and the user's access rights.

NOTE: Several advanced scans cannot be selected simultaneously. Each scan must be performed separately.