



Google Drive

Administrator's Guide

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Overview

Use the application to access your Google Drive documents from the printer control panel. The application lets you print documents from your Google Drive folders and scan documents to them. You can also delete, filter, or search your documents and folders.

Note: This application requires a Google account and a printer hard disk.

Configuring the application

Acquiring a Google account

Before configuring the application, make sure you have a valid Google account, taking note of your user name and password. If you do not have access to a Google account, then go to the Google Web site and create one before configuring these settings.

Accessing the configuration page for the application

- 1 Open a Web browser, and then type the printer IP address.
Note: View the IP address in the TCP/IP section of the Network/Ports menu.
- 2 Click **Settings** or **Configuration**.
- 3 Depending on your printer model, do one of the following:
 - Click **Apps > Apps Management**.
 - Click **Device Solutions > Solutions (eSF)**.
 - Click **Embedded Solutions**.
- 4 Select the application from the list, and then click **Configure**.

Customizing the application icon

- 1 From the Embedded Web Server, access the configuration page for the application.
- 2 Specify the text and image that you want to appear on your home screen.
Note: Some applications require changing the settings from the profile page.
- 3 Apply the changes.

Configuring login options

- 1 From the Embedded Web Server, access the configuration page for the application.
- 2 From the Login Options section, select a function access control.

Notes:

- For information on configuring security templates and using access controls, see the *Embedded Web Server — Security: Administrator's Guide* for your printer.
 - The application does not support the PIN and Password function access control types.
 - You can store up to 250 OAuth tokens on the printer. If more users register, then the oldest tokens are removed.
- 3 Apply the changes.

Removing OAuth tokens

- 1 From the Embedded Web Server, access the configuration page for the application.
- 2 From the OAuth Token Management section, select how you want to remove tokens.
Note: For more information on each setting, see the mouse-over help.
- 3 Apply the changes.

Configuring confirmation options

- 1 From the Embedded Web Server, access the configuration page for the application.
- 2 Select the confirmation screen message that you want to appear.
- 3 Apply the changes.

Configuring scan settings

- 1 From the Embedded Web Server, access the configuration page for the application.
- 2 Configure the scan settings.

Notes:

- If default file name is not specified, then provide a file name when scanning documents.
- When scanning documents that contain more than one page, select either TIFF or PDF as the file format.
- For more information on each setting, see the mouse-over help.

- 3 Apply the changes.

Using the application

Connecting the printer to your Google account with OAuth

When you first access the application, it prompts you to authorize the printer to access your Google account. The authorization process starts when you access the application from the printer home screen. Make sure to complete the process within 30 minutes.

- 1 From the home screen, touch the application icon.
- 2 From the authorization screen, print the instructions or e-mail the instructions to yourself.
- 3 Follow the Web site instructions to complete the authorization process.
- 4 Touch **Next** on the control panel.

Note: Wait about 30 seconds before accessing the application again. Your next access automatically connects to your Google account.

To disconnect the printer from your Google account, access the account security settings, and then revoke access to the application. For more information, see the help information for Google.

Printing documents

- 1 From the home screen, touch the application icon.
- 2 If necessary, enter your authentication credentials, and then select a folder.
- 3 Select a document, and then print it.

Scanning documents

- 1 Load an original document into the ADF tray or on the scanner glass.
Note: For more information, see the printer *User's Guide*.
- 2 From the home screen, touch the application icon, and then if necessary, enter your authentication credentials.
- 3 If necessary, select a folder to which you want to scan the document.
- 4 Scan the document, and then follow the instructions on the display.

Note: Make sure to type a file name, and then if necessary, configure the confirmation options and scan settings.

Filtering and searching

Filtering documents


- 1 From the home screen, touch the application icon.
- 2 If necessary, enter your authentication credentials.

3 Touch **Filter**, and then select a category.

Searching for documents and folders

1 From the home screen, touch the application icon.

2 If necessary, enter your authentication credentials.

3 Touch **Search** or , and then type the name of the document or folder that you want to search for.

4 Touch **Next**.

Troubleshooting

An application error has occurred

Try one or more of the following:

CHECK THE SYSTEM LOG

- 1 Open a Web browser, and then type the printer IP address.
Note: View the IP address in the TCP/IP section of the Network/Ports menu.
- 2 Click **Settings** or **Configuration**.
- 3 Depending on your printer model, do one of the following:
 - Click **Apps > Apps Management**.
 - Click **Device Solutions > Solutions (eSF)**.
 - Click **Embedded Solutions**.
- 4 Click **System > Log**.
- 5 Select and submit the appropriate filters to view the log entries.

CONTACT YOUR SOLUTIONS PROVIDER

If you still cannot resolve the problem, then contact your solutions provider.

Cannot send e-mail

Try one or more of the following:

MAKE SURE THAT THE **SMTP** SETTINGS ARE CONFIGURED PROPERLY

From the Embedded Web Server, access the e-mail settings, and then check the SMTP configuration. For more information, see the printer *User's Guide*.

CONTACT YOUR SOLUTIONS PROVIDER

If you still cannot resolve the problem, then contact your solutions provider.

Documents do not appear in the list

Try one or more of the following:

WHEN USING THE FILTERING FEATURE, MAKE SURE TO SELECT A CATEGORY THAT CONTAINS DOCUMENTS

MAKE SURE THAT ALL APPROPRIATE NETWORK CABLES ARE SECURELY CONNECTED AND THAT THE PRINTER NETWORK SETTINGS ARE CORRECTLY CONFIGURED

For more information, see the printer *User's Guide*.

CONTACT YOUR SOLUTIONS PROVIDER

If you still cannot resolve the problem, then contact your solutions provider.

Cannot authenticate user

Try one or more of the following:

MAKE SURE THAT THE USER CREDENTIALS ARE CORRECT

MAKE SURE THAT ALL APPROPRIATE NETWORK CABLES ARE SECURELY CONNECTED AND THE PRINTER NETWORK SETTINGS ARE CORRECTLY CONFIGURED

For more information, see the printer *User's Guide*.

MAKE SURE THAT YOUR OAUTH TOKEN IS STILL ACTIVE

If your OAuth token has been removed from the printer, then register your account again.

CONTACT YOUR SOLUTIONS PROVIDER

If you still cannot resolve the problem, then contact your solutions provider.

Appendix

Exporting or importing a configuration file

- 1 From the Embedded Web Server, access the configuration page for the application.
- 2 Export or import the configuration file.

Notes:

- If a **JVM Out of Memory** error occurs, then repeat the export process until the configuration file is saved.
- If a timeout occurs and a blank screen appears, then refresh the Web browser, and then click **Apply**.

Checking the version of the Embedded Solutions Framework

- 1 From the Embedded Web Server, click **Reports > Device Settings**.
- 2 In the Embedded Solutions section, note the value associated with "Framework =."

Note: To view the complete list of supported printers for each version of the Embedded Solutions Framework, see the *Readme* file.

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