



# **My Pages**

## **Administrator's Guide**

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## Overview

*My Pages* lets users manage their cash flow by purchasing pages they want to print instead of toner cartridges. When the printer reaches a low toner level, the new cartridges are then shipped automatically. This lets users print continuously without having to identify the correct part numbers when buying cartridges.

The application can be configured to automatically order pages when the number of pages remaining reaches the specified threshold. It can also manually order pages from the printer control panel at any time. Users can choose to order one of the following page bundles:

- 8000 pages
- 3500 pages
- 1600 pages
- 500 pages
- 200 pages

## Supported printers

CX410  
MS610  
MX410

# Configuring My Pages

Before configuring the application, make sure that the user has already registered an account. For more information on registering an account, see the *User's Guide* for the application.

## Configuring order settings

- 1 Open the user's default browser, and then type the printer IP address in the address field.  
The Embedded Web Server appears.
- 2 Click **Settings > Apps > Apps Management > My Pages**.
- 3 In the Page Reorder Options section, select one of the following:
  - **Automatic reorder at threshold**—This lets the printer order a page bundle automatically when the number of pages remaining reaches the threshold.
  - **Reorder manually**—This lets the user order a page bundle manually from the printer control panel.
  - **Reorder manually with password**—This requires the user to type a password before ordering a page bundle manually from the printer control panel.
- 4 Under the Page Reorder Settings heading, configure the following:
  - **Automatic Reorder threshold**—If “Automatic reorder at threshold” is enabled, then specify the number of pages remaining before the printer places the order.
  - **Default page bundle size**—Select the default page bundle that the printer will order.
  - **Manual Reorder password**—If “Manual order with password” is enabled, then type a password that will be required on the printer control panel when placing the order.
  - **Enable Debug Mode**—Select this check box to enable the debug mode for Web services.
- 5 Click **Apply**.

# Using My Pages

## Checking page balance

- 1 From the printer home screen, touch the application icon.

The number of pages remaining appears on the first screen.

**Notes:**

- Color printing decreases page balance by four per page.
  - Two-sided printing decreases page balance by two per page.
  - Black-and-white printing decreases page balance by one per page.
- 2 If manual ordering is configured, then touch **Order Pages** to order a page bundle, or touch **Back** to return to the home screen.

## Ordering pages manually

**Note:** This does not apply if the application is configured to order pages automatically.

- 1 From the printer home screen, touch the application icon.

- 2 Touch **Order Pages**.

**Note:** If “Manual reorder password” is enabled, then type the password.

- 3 Select a page bundle, and then touch **Next > Charge Card**.

An order confirmation appears.

- 4 Touch **OK**.

# Troubleshooting



## “Page account empty” error message appears on the printer control panel

### ORDER MORE PAGES

See [“Ordering pages manually” on page 5](#).

## Supplies warning indicator appears on the My Pages icon

One of the following indicators appears at the lower-right corner of the My Pages icon on the printer home screen:

	<p>This appears when the number of pages is low.</p>
	<p>This appears when the number of pages is 0.</p>

### CHECK THE PAGE BALANCE FROM THE PRINTER CONTROL PANEL

See [“Checking page balance” on page 5](#).

You can order more pages from the printer control panel. For more information see [“Ordering pages manually” on page 5](#).

## A network error has occurred

### MAKE SURE THE PRINTER IS CONNECTED TO THE NETWORK

Make sure all appropriate network cables are securely connected and the network settings of the printer are correctly configured. For more information on how to connect the printer to the network, see the printer *User's Guide*.

# An application error has occurred

Try one or more of the following:

## CHECK THE SYSTEM LOG

- 1 Obtain the printer IP address:
  - From the printer home screen
  - From the TCP/IP section in the Network/Ports menu
  - By printing a network setup page or menu settings page, and then finding the TCP/IP section

**Note:** An IP address appears as four sets of numbers separated by periods, such as 123.123.123.123.
- 2 Open a Web browser, and then type the printer IP address in the address field.  
The Embedded Web Server appears.
- 3 From the navigation menu on the left, click **Settings** or **Configuration**, and then do one of the following:
  - Click **Apps > Apps Management**.
  - Click **Device Solutions > Solutions (eSF)**.
  - Click **Embedded Solutions**.
- 4 Click the **System** tab > **Log**.
- 5 From the Filter menu, select an application status.
- 6 From the application menu, select an application, and then click **Submit**.

## ADJUST THE SCAN SETTINGS

**Note:** This applies only to applications that support scanning.

In the application configuration settings, select a lower scan resolution. You can select **Off** or a lower resolution from the Scan Color menu.

## CONTACT YOUR SOLUTIONS PROVIDER

If you still cannot isolate the problem, then contact your solutions provider for additional help.

## Appendix

### Accessing application configuration settings using the Embedded Web Server

- 1 Obtain the printer IP address:
  - From the printer home screen
  - From the TCP/IP section in the Network/Ports menu
  - By printing a network setup page or menu settings page, and then finding the TCP/IP section

**Note:** An IP address appears as four sets of numbers separated by periods, such as 123.123.123.123.

- 2 Open a Web browser, and then type the printer IP address in the address field.  
The Embedded Web Server appears.
- 3 From the navigation menu on the left, click **Settings** or **Configuration**, and then do one of the following:
  - Click **Apps > Apps Management**.
  - Click **Device Solutions > Solutions (eSF)**.
  - Click **Embedded Solutions**.
- 4 From the list of installed applications, click the application you want to configure, and then click **Configure**.

### Exporting and importing a configuration using the Embedded Web Server

You can export configuration settings into a text file, and then import it to apply the settings to other printers.

- 1 From the Embedded Web Server, click **Settings** or **Configuration**, and then do one of the following:
  - Click **Apps > Apps Management**.
  - Click **Device Solutions > Solutions (eSF)**.
  - Click **Embedded Solutions**.
- 2 From the list of installed applications, click the name of the application you want to configure.
- 3 Click **Configure**, and then do one of the following:
  - To export a configuration to a file, click **Export**, and then follow the instructions on the computer screen to save the configuration file.  
  
**Note:** If a **JVM Out of Memory** error occurs, then repeat the export process until the configuration file is saved.
  - To import a configuration from a file, click **Import**, and then browse to the saved configuration file that was exported from a previously configured printer.

**Notes:**

- Before importing the configuration file, you can choose to preview it first.
- If a timeout occurs and a blank screen appears, then refresh the Web browser, and then click **Apply**.



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