

Customer Tips

dc08cc0441
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... for the user

Preconfiguring the Xerox Global Print Driver

This document applies to any Xerox product that can be printed to using the Xerox Global Print Driver.

Purpose

This document contains the procedure to preconfigure the Xerox Global Print Driver™ (X-GPD). System administrators can use the information within this document to customize the default configuration settings that initialize when the print driver is installed. A preconfigured Xerox Global Print Driver maintains its customized settings in subsequent installations as well as maintaining them for all products within the X-GPD that share the feature.

Preconfiguration is used to alter default settings “pushed” to users in a network environment. For example, a company may want all users using the X-GPD to print on both sides of the paper. By pre-configuring the driver with this setting, the multi-page print jobs of everyone within the environment that uses the print driver are duplexed.

Both 32-bit and 64-bit operating systems can take advantage of the Xerox Global Print Driver preconfiguration process.

Note: If a product specific preconfiguration is needed we suggest that a traditional print driver be used in place of the X-GPD.

For example, the traditional driver should be used when enabling a pre-defined configuration for a feature that is not shared by all products such as stapling.

Warning: Pre-configuring a WHQL Microsoft certified driver voids the digital signature.

Pre-installation Requirements/Caveats

- Must have administrative privileges on a Microsoft Windows workstation which will be used to define the X-GPD preconfiguration.
- Must have administrative privileges on a Microsoft server in which the configured X-GPD will be installed for deployment to user’s workstations, or where the driver package is made available for end user installation.
- Supported Print Driver Languages: PS, PCL (5c, 5e, 6)
- For updated system requirements please visit the Global Print Driver site on the Xerox Corporation web site at www.xerox.com/global.
- If preconfiguration is needed, do not use the ‘Install from Web’ download option. Instead, choose the “Download and Install” package(s); these packages allow you to customize the installation experience.

Items that Cannot be Preconfigured

- Accounting codes
- Application Saved Settings
- Fax cover sheets
- Saved Settings
- Secure Print PIN*
- Watermark

* Even though the Secure Print PIN number is not able to be preconfigured, the Secure Print Job Type is. The Secure Print Job Type preconfiguration would ensure that all users would need to enter a pin number within the driver before printing. The user would then need to enter the PIN at the device to print the document.

Preconfiguring the Print Driver (via workstation)

The following procedure can be used to preconfigure all driver options, with noted exceptions stated on the previous page. The .cfg file mentioned in this procedure contains the driver's options and allow the options to be propagated from the server(s) to the clients.

Installation

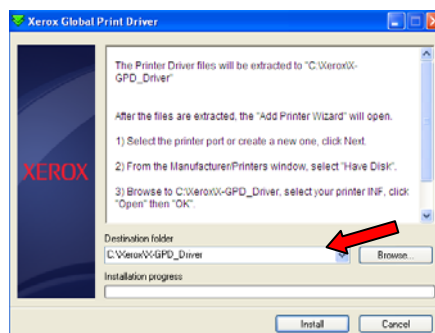
1. Ensure that the workstation does not have an X-GPD driver already installed.
2. Install the latest version of the X-GPD on the workstation by visiting the X-GPD driver page located at www.xerox.com/global. Select the 'get driver' link from the 'Free Download' section.



3. Click on the PostScript or PCL version of the X-GPD driver that is appropriate for your situation, and after accepting the End-User License Agreement, select **[Run]** which will start the installation wizard.

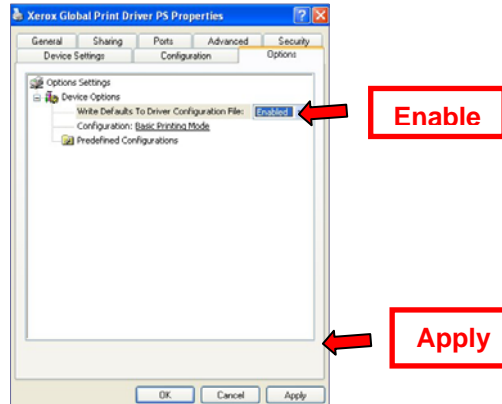
Note: Do not use the 'Install from Web' download option if preconfiguration is needed. Instead, choose the "Download and Install" package(s); these packages allow you to customize the installation experience.

4. At the 'Xerox Global Print Driver' window make note of the 'Destination folder' as it will be used in future steps. The default is C:\Xerox\X-GPD_Driver.

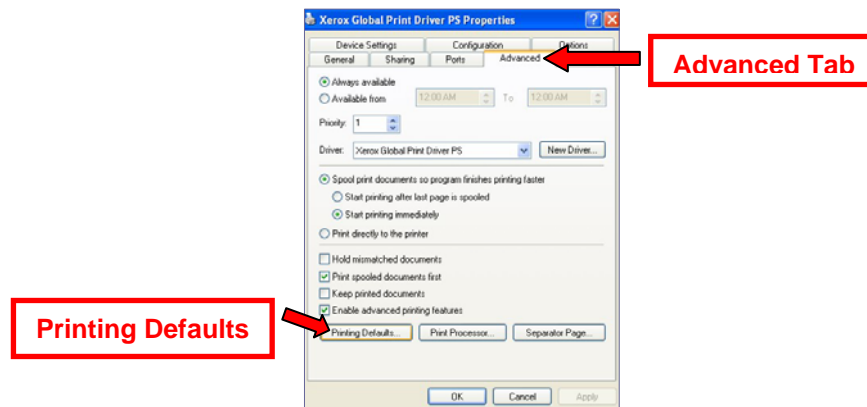


Configuration

5. At the '**Add Printer Software**' window click on the [**Have Disk**] button and browse to the location where the files were extracted to in step 4 and continue with the installation process.
6. When the installation is complete go to '**Printers and Faxes**' window which resides within the **Start** menu of the Windows operating system.
7. Right click on '**Xerox Global Print Driver**' and select **Properties**.
8. Select the **Options** tab and set **Write Defaults to Driver Confirmation File** to **Enable** and click [**Apply**].




9. To access the driver options select the **Advanced** tab and click the [**Printing Defaults**] button.



10. Within the **Printing Defaults** window update the options you would like to preconfigure.
Note: Xerox also gives the administrator the ability to select pre-defined configurations. Depending on the device, 'Secure Print Only' and 'Black and White Only' options may be available. These options are available within the **Options** tab. If the pre-defined configuration is unique to a single product we suggest using a preconfigured traditional print driver in place of the X-GPD.
11. Click [**Apply**] and then [**OK**] at the bottom of the window to retain the changes.
12. Click on the **Options** tab and select **Disable** from the **Write Defaults to Driver Confirmation File** pull-down.
13. Click [**Apply**] and then [**OK**].

Package & Distribute

14. Copy the **xUNIV*.cfg** file from the '**C:\Windows\System32\pool\drivers\w32x86\31**' directory. The file may have a file type of 'Microsoft Office Outlook Configuration File' with this corresponding logo 
Note: * indicates any alpha-numeric character.
Tip: You should also verify the date/time stamp of the configuration file to ensure that the correct one is being copied, and that modifications to the driver were saved.
15. Paste the **.cfg** file into the location where the driver files were placed in step 4. Click [**Yes**] when prompted to overwrite the file.

16. You may now use the driver files, with the modified .cfg file, in a number of ways including:

- Zip and Package
- Send to users
- Install on a print server
- Add to the Xerox Office Services Print Mapping Tool

Note: The next user needs to use the 'Add a Printer' feature on the Windows 'Printers and Faxes' window and when prompted click [Have Disk] and point it to where the driver files have been placed.

Verify Driver Configuration

To verify that the print driver is configured properly, install the print driver. Once the installation is complete, access the Printer's folder and select Printing Preferences by right clicking on the printer icon. If the options are not correct, a step may have been missed during the pre-configuration procedure.

IMPORTANT: After the pre-configuration steps have been completed and the driver has been installed on the Print Server, the driver settings will be propagated to the client workstations once connected. Any changes to the driver after initial installation of the pre-configured driver will not automatically propagate to the client.

Additional Information

You can reach Xerox Customer Support at 1-800-821-2797 (USA), TTY 1-800-855-2880 or at <http://www.xerox.com>.

Xerox Customer Service welcomes feedback on all documentation - send feedback via e-mail to: USA.DSSC.Doc.Feedback@mc.usa.xerox.com.

Other Tips about Xerox multifunction devices are available at the following URL: <http://www.office.xerox.com/support/dctips/dctips.html>.

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