



## PaperCut MF / Pre Installation Questionnaire (PIQ)

**Note:** This document with all required information included must be sent to **ecoprintQ** at least two weeks prior to scheduling any installation of your system. Any questions regarding this document may be sent also via email to: [info@ecoprintq.com](mailto:info@ecoprintq.com)

**Customer Name:** \_\_\_\_\_

**Contact for System Administrator:** \_\_\_\_\_

**Suggested Installation Date:** \_\_\_\_\_

### SERVER ENVIRONMENT

Questions	Options	Comment and/or explanation
<ul style="list-style-type: none"> <li><b>How are users authenticating when logging into the workstations?</b></li> </ul> <p>*If you select <b>Other</b>, please specify on Comment.</p>	Active Directory AD Generic Log in LDAP server Other	
<ul style="list-style-type: none"> <li><b>Would you like to use the user ID card number as an additional authentication?</b></li> </ul> <p>*If <b>Yes</b>, select what type of Card ID number format do you have? Please give on comment a sample ID number that you want to read from card.</p>	Yes Mag Stripe (ID number encoded on the back of card Track 1 or 2?) Bar Code (ID number bar code on the front of card?) HID Card (ID number format: Mifare, Proximity, ISO?)  No	
<ul style="list-style-type: none"> <li><b>What Operational system is the PaperCut application being installed in?</b></li> </ul>	Windows Server Linux Server MAC Server NOVELL	



Questions	Options	Comment and/or explanation
<p>▪ <b>Would you be installing Print servers per Campus Locations?</b></p> <p>*If <b>Yes</b>, select what type of system and how many?</p>	<p>Yes</p> <p>Window Server Linux Server MAC Server NOVELL</p> <p>No</p>	
<p>▪ <b>Is PaperCut using the internal Database?</b> Apache Derby (up to 5000 users)</p> <p>*If <b>No</b>, select what type of external Database will PaperCut synchronize to?</p>	<p>Yes</p> <p>No</p> <p>MS SQL Server MySQL PostgreSQL Oracle</p>	
<p>▪ <b>Would you like to use the web printing module?</b></p> <p>*If <b>Yes</b>, please select the format(s).</p>	<p>Yes</p> <p>Only PDF format All supported formats.</p> <p>*Note: All supported formats are PDF, Microsoft Office and Microsoft XPS.</p> <p>No</p>	
<p>▪ <b>Would you like to use any enforcement printing policy?</b></p> <p>*If you select <b>Other</b>, please specify on Comment.</p>	<p>Discourages:</p> <p>Single-sided printing Printing of emails in color Printing of web pages in color Large jobs print management Manage jobs by user or group Charge to another user/ account Other</p> <p>No</p>	

**Note:** It is highly recommended that PaperCut Application is installed in a dedicated server. Having other software on the same server can impact performance and cause issues with support and troubleshooting of the system in general.



## CLIENT ENVIRONMENT

Questions	Options	Comment and/or explanation
<ul style="list-style-type: none"><li>▪ <b>Please specify the Operating System on the Workstations (clients)?</b></li></ul> <p>*Please select all that apply.</p>	Window 2000 Windows XP Windows Vista Windows 7 Apple OS-X Terminal Server 2003 Terminal Server 2008 Linux	
<ul style="list-style-type: none"><li>▪ <b>Do you have any application that rebuilds the PC Clients every time they re-start?</b></li></ul> <p>*If you select <b>Other</b>, please specify on Comment.</p>	Deepfreeze Disk sheriff Other	
<ul style="list-style-type: none"><li>▪ <b>Please specify how you desire users recharge their PaperCut Account:</b></li></ul>	Quota Scheduling Coin Box Kiosk Payment Gateway  *If you select Payment Gateway, please specify which one on Comment.	
<ul style="list-style-type: none"><li>▪ <b>Please specify the prices per page:</b></li></ul>	Copy _____ Print _____ Fax _____ Scan _____	
<ul style="list-style-type: none"><li>▪ <b>Do printers use supported drivers?</b></li></ul> <p>*If you select <b>Other</b>, please specify on Comment.</p>	Postscript (any level) PCL5 PCL6 Other	





## GENERAL TERMS TO THIS AGREEMENT

I understand and agree to the following Prerequisites:

- I (the customer) take full responsibility for the purchase and installation of any required operating system software and licenses that are not included in the sales quotation.
- If using SQL, I (the customer) take full responsibility for purchasing any required Microsoft SQL Licenses that are not included in the sales quotation (unless SQL Express is being used).
- I agree to have a dedicated person (system administrator) available during the installation.
- All Server hardware is configured to at least the minimum server specifications (see next page).
- Each Server is installed with a supported Microsoft O/S and the latest service pack (next page).
- Each Server and other related equipment is installed and configured with TCP/IP.
- Each server is installed with the printer drivers for all printing devices.
- Each server is accessible by the PaperCut installation engineer during the site installation.
- Each client machine is connected to the site network.
- Each client machine can access the required servers.
- Each printer is connected to the site network
- Each printer accepts a supported print definition language (PDL) (see next page)

Name:		Signature:	
Date:		Position:	



## PaperCutMF System Requirements

PaperCutMF is a cross-platform print monitoring application that runs on all major operating systems. The system has been designed to support all platforms for both the client and the server components.

### PaperCutMF Primary Server Requirements

<b>Operating System</b>	<ul style="list-style-type: none"><li>• Windows 2008 / 2008 R2 / 2003 Server.</li><li>• Apple Mac OS X (10.7, 10.6, 10.5 or 10.4).</li><li>• Novell Open Enterprise Server 2 Linux (OES 2 Linux) - SP1, SP2 (with hotfix applied) or SP3.</li></ul> <p>Most modern Linux distributions including Red Hat, Novell SUSE, Debian, and others</p>
<b>Memory</b>	<ul style="list-style-type: none"><li>• 2GB minimum supported.</li></ul> <p>Most modern print servers should have a base of 2GB to 4GB of memory.</p>
<b>Hard Disk</b>	<ul style="list-style-type: none"><li>• 300 MB, plus additional storage for logs and print history.</li></ul> <p>Most modern print servers should have a base of 60GB to 500GB of storage available.</p>



## Client Workstation Requirements

<b>Operating System</b>	<ul style="list-style-type: none"><li>• Microsoft Windows 7 / Vista / 2003 / XP / 2000 / NT 4.0 / ME / 98 / 95 incl. 64 bit versions.</li><li>• Apple Mac OS X 10.3 or higher (PowerPC and Intel both supported).</li><li>• Most modern Linux distributions (requires Java 5.0).</li><li>• Other systems supporting Java 5.0.</li></ul>
<b>Memory</b>	<ul style="list-style-type: none"><li>• Most modern client workstations are configured with 2GB to 4GB of memory, PaperCutMF requires a minimal 256MB.</li></ul>
<b>Hard Disk</b>	<ul style="list-style-type: none"><li>• 0MB - zero-install deployment (recommended).</li><li>• 100MB - full local installation.</li></ul> <p>Most modern client workstations have 60GB to 250GB of storage available.</p>

## Optional Print Release Station Requirements

<b>Operating System</b>	<ul style="list-style-type: none"><li>• Windows 2008 / 2003 / Windows 7 / Vista / XP / 2000 / NT 4.0 incl. 64-bit versions.</li><li>• Apple Mac OS X (10.7, 10.6, 10.5 or 10.4).</li><li>• Most modern Linux distributions.</li></ul>
<b>Memory</b>	<ul style="list-style-type: none"><li>• 128MB or greater.</li></ul>
<b>Hard Disk</b>	<ul style="list-style-type: none"><li>• 0MB - zero-install deployment (recommended).</li><li>• 70MB - full local installation.</li></ul>

\* The "desktop" class systems such as Windows Vista, XP, Windows 2000 Professional, Windows NT Workstation only allow 10 simultaneous connections (see [Microsoft article](#)). This means that these systems should only be used as a "server" to host print queues on networks with 10 workstations or less.

† SELinux should be disabled prior to installing.