

Pcounter Scan Server

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The Pcounter Scan Server is an FTP server application that works along with Pcounter embedded and/or MFP applications to provide simple scanning services for logged on users to route scanned documents without any additional input requirements from users required in the workflow.

At user logon time, the Pcounter MFP application will look up the user's email address and home directory attributes from the associated directory (AD or NDS/eDirectory), so that the scan server "knows" where to route the scanned documents.

Essentially the Pcounter Scan Server "listens" on 2 directories:

/home	Saves scanned documents in the user's home directory
/email	Sends scanned documents as email attachments

The Pcounter Scan Server accepts anonymous connections via FTP protocol on any IP port number. FTPS is not supported at this time.

The typical MFP setup usage is to add an FTP entry to the MFP's local address book, labeled as "Scan to my email" or "Scan to my home directory" for easy access.

Summary of configuration options

FTP Port

- Is the IP port number on which connections are accepted.
- The default port 21 is the internet standard.
- Some MFPs may not support alternate FTP port numbers.
- Please make sure that firewalls are configured to allow inbound connections on this port.

Permitted file types

- All file types that do not have these extensions will be discarded.
- Some MFPs send additional metadata files (in XML for example) which are likely not useful to the user.

Work directory

- The directory where intermediate files are stored.

Keep unassigned files for X minutes

- Sometimes a user's email address or home directory attribute does not exist or cannot be retrieved. In these cases, the scanned document will be stored in a subdirectory of the work directory above called "unassigned" so that they can be retrieved manually.
- If the checkbox IS NOT selected, then unassigned files will not be kept.
- Otherwise, a value of zero keeps scanned documents indefinitely or they are deleted after X minutes.

Send email confirmation on scan to home

- A short email confirmation message will be sent to the user when scanning to home.

Scan to home – Remote server access

- This setting is required only if home directories are located on remote computers.
- Please make sure that firewalls are configured to allow outbound SMB connections from PcounterScanServer.exe.

The following pages are guides to configuration on specific MFP brands.

Sample configuration for Xerox (Part 1)

Add file locations in repository

The screenshot shows the Xerox configuration interface with a top navigation bar containing 'Status', 'Jobs', 'Print', 'Scan', 'Address Book', 'Properties', and 'Support'. On the left is a 'Properties' sidebar with a tree view including 'Configuration Overview', 'Description', 'General Setup', 'Connectivity', 'Services' (with sub-items for Printing, E-mail, and Network Scanning), and 'File Repository Setup' (highlighted). The main content area is titled 'File Repository Setup' and contains two sections: 'Default File Destination' with a text field 'File (Default): TwinPeaks Junk' and an 'Edit' button; and 'Alternate File Destinations' with a list containing 'File: Scan to email' (highlighted) and 'File: Scan to home', along with 'Add', 'Edit', and 'Delete' buttons.

Configure for anonymous FTP – Enter anything for password or else user will be prompted for one.

The screenshot shows the Xerox configuration interface with the same top navigation bar. The left sidebar is expanded to show 'File Repository Setup' with sub-items: 'Validation Servers', 'Scan Template Management', 'Default Template', 'Advanced', 'Scan to Home', 'Scan to PC Defaults', 'Store to USB', 'Machine Software', 'Xerox Services', 'Custom Services', 'Accounting', and 'Security'. The main content area is titled 'File Destination' and contains a 'Settings' section with the following fields: 'Friendly Name' (Scan to email), 'Protocol' (FTP), 'Host Name / IP Address & Port' (192.168.2.201 : 21), 'File Path' (/email), and 'Login Credentials to Access the Destination' (radio buttons for Authenticated User and Domain, Authenticated User, Prompt at User Interface, and System, with System selected). Below these are 'Login Name' (anonymous), 'Password' (masked with dots), and 'Retype Password' (masked with dots). An 'Apply' button is at the bottom right.

Sample configuration for Xerox (Part 2)

At Scan → Job Templates, create a new distribution template.

The screenshot shows the 'New Distribution Template' form. The top navigation bar includes 'Status', 'Jobs', 'Print', 'Scan', 'Address Book', 'Properties', and 'Support'. The left sidebar has 'Scan' selected, with sub-items 'Job Templates', 'Folder', and 'Job Flow Sheets'. Below that is a 'Templates' section with a '+ New Template' button. The main form area is titled 'New Distribution Template' and contains a 'General Information' section with the following fields: 'Template Name:' (containing 'Email'), 'Description (Optional):' (containing 'Scan to email'), and 'Owner (Optional):'. An 'Add' button is located at the bottom right of the form.

Set the file destination to the repository location created in part 1.

The screenshot shows the 'Distribution: Email' configuration page. The top navigation bar is the same as in the previous screenshot. The left sidebar has 'Scan' selected, with sub-items 'Job Templates', 'Folder', and 'Job Flow Sheets'. The main form area is titled 'Distribution: Email' and contains the following fields: 'Description: Scan to email', 'Owner:', and a 'File' section. The 'File' section has a 'File Destination' field with the value 'File: Scan to email' highlighted in blue. There are 'Delete' and 'Copy' buttons in the top right corner, and an 'Edit' button next to the 'File Destination' field.

Sample configuration for HP

Create a Send to Folder Address

Information Settings Digital Sending Fax Networking

General
Send to Folder Settings
Send to Folder Address Book
Send to Folder Import/Export
E-mail Settings
E-mail Address Book
LDAP Settings
Email/Fax Import/Export
Log
Preferences

Other Li
hp instant support
Shop for Supplies
Product Support

Send to Folder Address Book

This page lets you add, edit, or delete folder address books, and folder destinations and folder groups within t

Option 1: Address Books

Select address book:

Option 2: Folders

- To add a new folder, click **Add Folder**.
- To add a new folder group, click **Add Folder Group**.
- To edit an entry, select it in the list and then click **Edit**.

Type a name, or select from the folder list:

Name	Address
SCAN TO EMAIL	/192.168.2.3/email

Information Settings Digital Sending Fax Networking

General
Send to Folder Settings
Send to Folder Address Book
Send to Folder Import/Export
E-mail Settings
E-mail Address Book
LDAP Settings
Email/Fax Import/Export
Log
Preferences

Other Li
hp instant support
Shop for Supplies
Product Support

Edit FTP Site

This page lets you add or edit a shared folder or ftp site. Click **Help** for more information.

Step 1: Choose the destination type

Shared Folder
(a share created on either a workstation or server)

FTP Site
(a workstation or server that has a File Transfer Protocol service installed and configured)

Step 2: Specify the FTP site settings

Alias Name:

FTP Server:

FTP Command Port:

FTP Path:

Username:

Password:

Sample configuration for Sharp

Create address book entry

Index: All Destinations ▾
Display Items: 10 ▾

Address Name ▲ ▾	Type ▲ ▾	Address ▲ ▾	No. ▲ ▾
<input type="checkbox"/> Scan to my email	FTP	192.168.2.203	1
<input type="checkbox"/> Save in my home directory	FTP	192.168.2.203	2
<input type="checkbox"/> scans	Network Folder	\\osaserver\scans	7

Total Address: 3
Previous(M) 1 / 1 Next(N)
Select All(S) Clear Checked(Z)

Edit address book entry

Address Type: FTP ▾

Search Number: 1 (1-999)

Address Name (Required): Scan to my email (Up to 36 characters)

Initial (Optional): My email (Up to 10 characters)

Key Name: My email (Up to 18 characters)

Custom Index: User 1 ▾

Register this Address to be added to the [Frequent Use] index.

Hostname or IP Address (Required): 192.168.2.203 (Up to 127 characters)

File Format: File Type: PDF ▾

Black & White: Compression Mode: MMR (G4) ▾

Color/Grayscale: Compression Ratio: Medium ▾

Directory: /email (Up to 200 characters)

User Name: anonymous (Up to 32 characters)

Password: (1-32 digits)

Change Password

Enable SSL

Enable Hyperlink to FTP server to be e-mailed

E-mail Destination:

Make sure the [Frequent Use] option is checked to provide quick access to the user.

Sample configuration for Kyocera

Create address book entry

Basic > Address Book: Contacts

Address Book Contacts

↳ [Contacts](#) | [Groups](#)

Contact Summary

Number of Contacts: 7

Address List

Search by Name:

[Add Contact](#) | [Delete Contact](#)

<input type="checkbox"/>	Number	Name
<input type="checkbox"/>	1	Scan to my email
<input type="checkbox"/>	2	Save to my home directory

Basic > Address Book: Contacts: Edit

Address Book Contacts - Edit

↳ [Contacts](#) | [Groups](#)

Contact Information

Number:

Name:

FTP

Host Name:

Port Number:

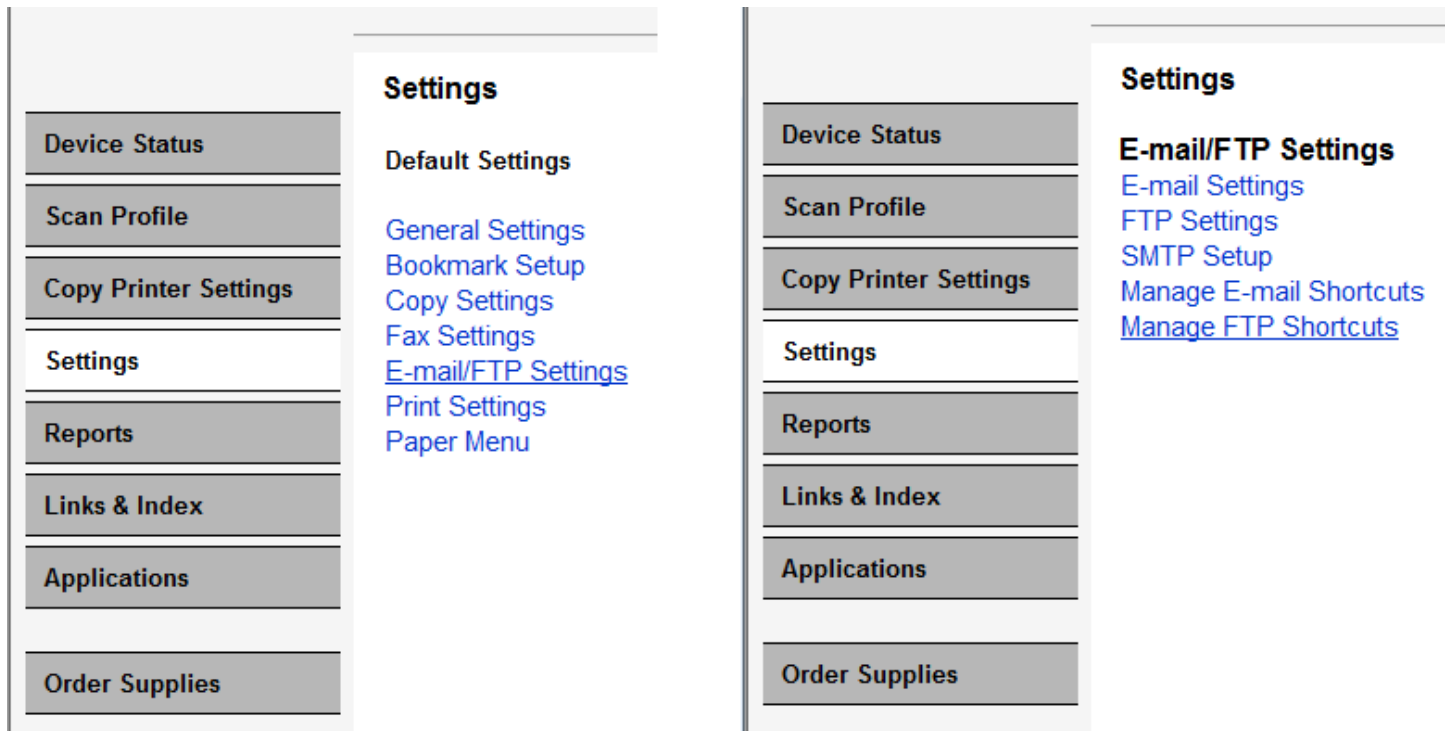
Path:

Login User Name:

Login Password:

Sample configuration for Lexmark

Create an FTP Shortcut



- Device Status
- Scan Profile
- Copy Printer Settings
- Settings**
- Reports
- Links & Index
- Applications
- Order Supplies

Settings

FTP Shortcut Setup

Name* Required.

Server

Login

Password

Path and Filename Full path and filename ("*,:;?,<,>| are invalid). Without an ending slash '/', the last item in the file path will be used as a default file name.

Format ▼

Content ▼

Color ▼ Maximum resolution may be reduced for color scans.

Resolution ▼

Shortcut* Required. Range: 1-99999. 0 = unassigned.

Shortcuts: 0% space used.

Name	Server	Login	File Path	Format	Content	Color	Resolution	Shortcut
Scan to my email	192.168.2.3		/email	PDF (.pdf)	Text/Photo	Color	300 dpi	1