



Training Notes

Right Networks Setup

August 3, 2012

INSTALL UNIPRINT

You will need to install UniPrint Client 5.0. The UniPrint application needs to be installed on your local desktop. Once installed, UniPrint can be accessed from your tool tray, generally the bottom right corner of your monitor. Find and open the UniPrint client icon. The Settings should be as follows:

General Tab

Print Handling – 'Let me choose a printer every time I print.'

Preview Handling:

Enable Document Preview – Check

Preview with another application – Check

Click on the Browse button and navigate to your Adobe Reader application on your C: drive. It is normally installed under Program Files (x86)\Adobe\Reader XX\Reader\AcroRd32.exe where the xx is the version number.

Startup – Do not check

Notifications Tab

The only item that should be checked is the 'Pop to the front' option under 'UniPrint Viewer Behavior.'

Click OK to save these settings.

SETUP FOR QUICKBOOKS & RIGHT NETWORKS

1. Select File/Printer Setup in QB, then select Check/Paychecks
2. Select UniPrint as the default printer and click the Options button
3. The first tab is Configuration
 - a. The Resizing Options should be set to None
4. Select the Advanced Tab. The following settings ensure the data sent to Adobe is text rather than an image
 - a. Postscript emulation should be selected
 - b. No font embedding should be selected under the Font Options
5. Click OK to save these changes

ADDITIONAL NOTES

Ed provided the following tips:

- UniPrint 4.08 works best with older XP machines
- UniPrint 4.09 – Right Networks will generally not update the UniPrint client if it is set to 4.09. However, there have been situations where 5.0 seems to work better, such as with PrintBoss on a Windows 7 work station.
- UniPrint 5.0 is the newest version of UniPrint as of the date of this Technical Note.
- Adobe 9.4.2 has been tested with Win7 and UniPrint 5.0 successfully.
- Adobe 10.1.3 has been tested with Win 7 and UniPrint 5.0 successfully.
- Set Adobe Reader to use 'Actual Size' before printing to PrintBoss.
- The PrintBoss Driver needs to be set 600 dpi to successfully work with UnitPrint. The file will stop in the PrintBoss queue if the dpi is not set to 600.