

RPM Installation

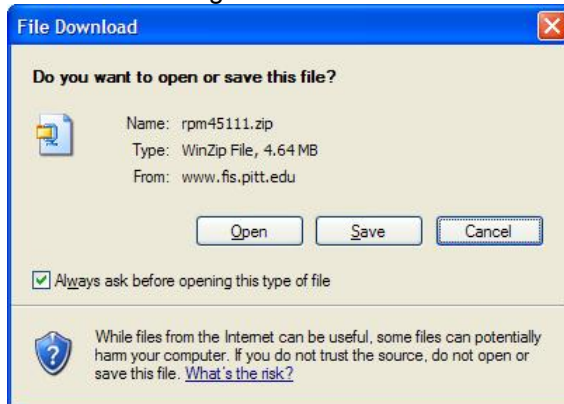
Version 4.5.1.11

Revised: April 2005

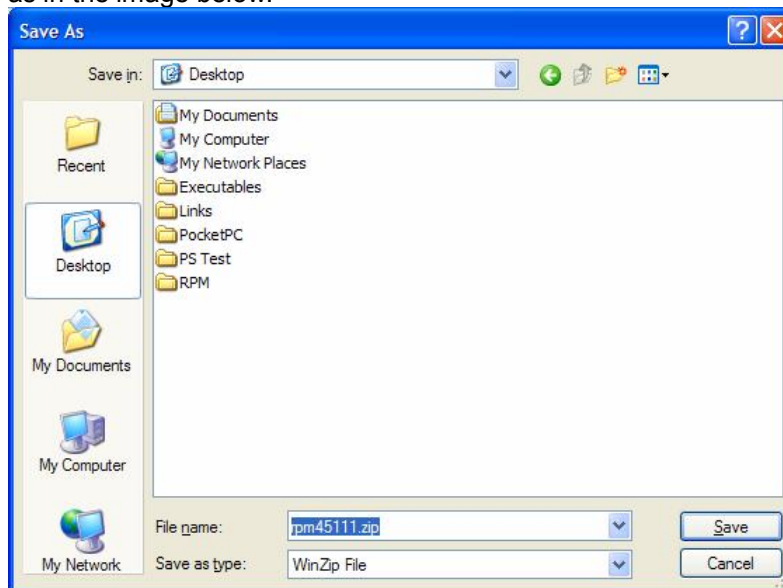
NOTE: Before downloading RPM the PC must have a program to extract files! (i.e. Winzip)

Steps for Installation (Internet Download)

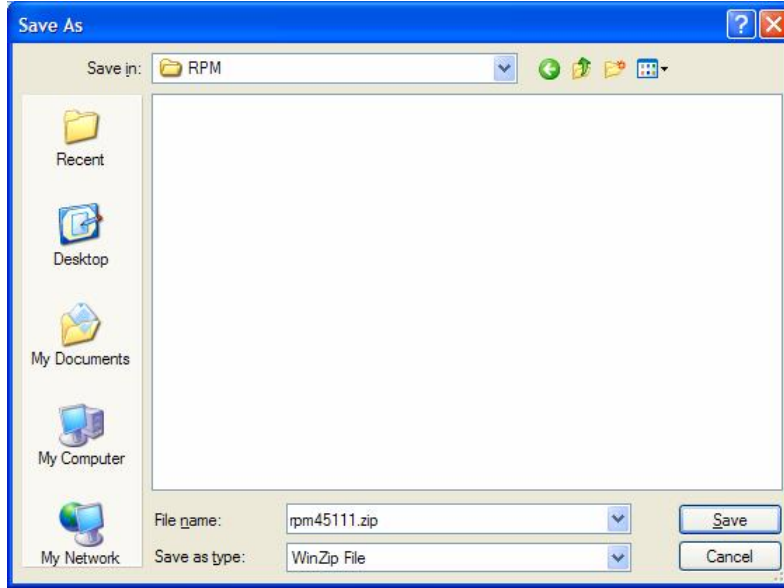
1. Create a new folder on your desktop named RPM (You can do this by right clicking on an empty space on your desktop and choosing "new" and then "folder").
2. Visit <http://www.fis.pitt.edu/rpm45111.zip> to download Remote Print Manager version 4.5. Copy and paste this link into the address bar of your browser. You will receive a prompt similar to the image below.



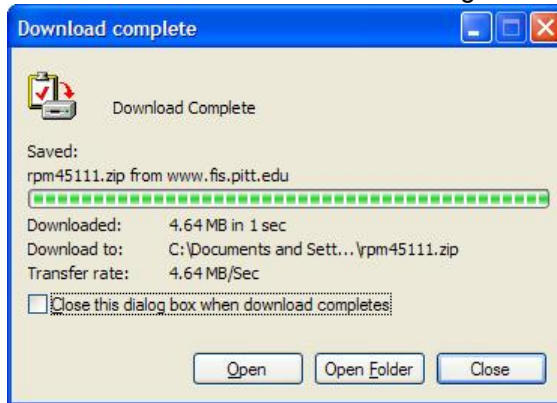
3. Choose to *Save* the program and place it in the new RPM folder on your Desktop. To locate the RPM folder:
 - a. Navigate to your *Desktop* using the drop down menu next to the *Save in* text box as in the image below.



- b. Double click on the *RPM* folder to open it. The *RPM* folder will now replace *Desktop* text in the *Save in* drop down list.

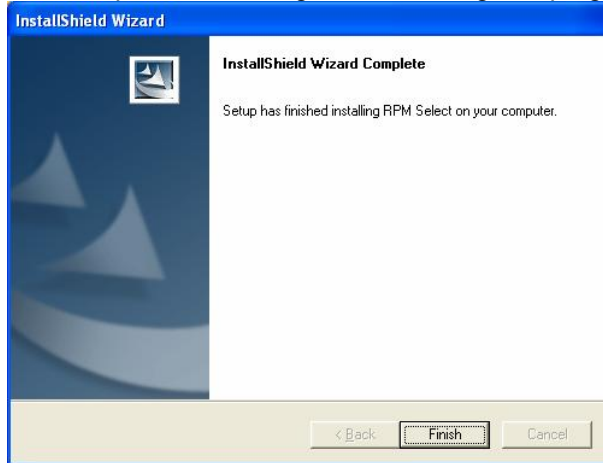


- c. Click on the *Save* button. The following window will appear.



4. After the download completes, return to the Desktop, locate the RPM folder, and open it by double clicking on the folder.
5. Use your file extractor program to extract the files. Double click the zip file located in the folder. If you are using WinZip the files should automatically appear in a list in WinZip.
6. From this list, double click on the *RpmSelect.exe* file to begin the installation.

- Maintain the defaults throughout the program. To do this choose either “yes” or “next” and accept the license agreement throughout program installation until you reach finish.

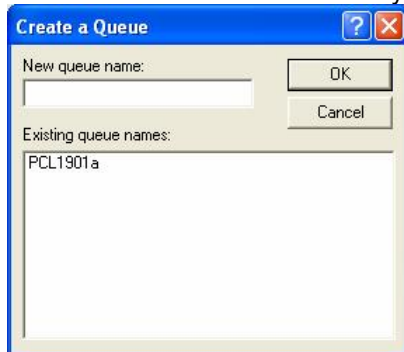


Note: Destination install folder is: C:\Program Files\Brooks Internet Software\RPMSelect and an RPM Select program icon will be available from the Program Folder menu.

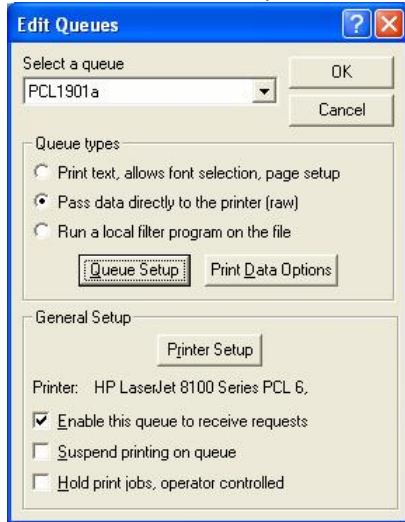
- To configure RPM you need to run the program. If it isn't already running, click on the *Start* menu, choose *Programs* and find *RPM Select*. Click *RPM* (with the globe) to run the program.

* If you are performing an upgrade to a newer version of RPM it should automatically setup your queue from previous settings, but be sure to check that the settings are correct (continue to step 10).

* If you are performing a new install you will see the following window when RPM loads for the first time. Type the queue name that FIS has assigned to you and click “OK” (Example: **pcl1901a**). If you are not sure of what your queue name is please contact the FIS staff member who is currently assisting you with this setup.



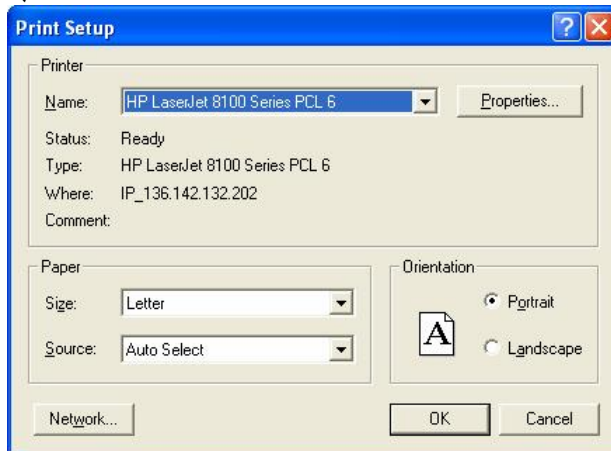
- The **Edit Queues** window opens. This is where the configuration takes place. Under *Queue Types* choose *Pass data directly to the printer (raw)*. Under *General Setup* make sure that *Enable this queue to receive requests* is checked.



- Click on the *Queue Setup* button. Make sure that *Translate LF to CR/LF* is checked and click *OK* to go back to the **Edit Queues** window.



- Next, click on the *Printer Setup* button. In the **Print Setup** window, use the drop down menu next to *Name:* to find the printer that you will use. Click *OK* to return to the *Edit Queues* window.



Important Note: PRISM reports can only print to local printers (LPT/USB) and TCP/IP printers. If you need help determining if you have the correct option selected, please contact your Technical Staff or request assistance from the FIS analyst who sent these instructions.

- Click *OK* on the *Edit Queues* window to return to the *Create Queues* window.

13. Click **OK** on the **Edit Queues** window to view the *Queue Status*. This is the main screen of RPM and will be the display each time you open the program. The **RPM Remote Print Manager 4.5 Select** window should look similar to the following screen shot if functioning properly. RPM is now set up for use.

