

# **Easygifts Kiosk v2.6.0**

## **User manual**

### **Rev. 1.0**

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ANNEX - Dispatcher

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ANNEX – Printmodule

ANNEX – Legal notes

## 1. Introduction

### NOTE

NOTE: The specifications described in this manual may vary without the manufacturer giving notice. Some functions are not available in all the different types of Kioskgifts systems.

### NOTE

MANUAL NOTE: The illustrations that correspond to real screenshots may correspond to different types of system (standard Kioskgifts or Smart Kioskgifts). The location of the main components and main functions do not essentially vary.

### 1.1 Description

Easygifts Kiosk 2.0 is the latest generation of photo kiosks that integrates the MITSUBISHI ELECTRIC printers, offering a wide variety of digital image printing services. MITSUBISHI ELECTRIC's printing technology means its kiosks are fast, versatile and high quality.

Easygifts Kiosk is a reliable, user-friendly system that is directly operated by the customer. The customer can order and receive the products while he or she waits when the unit is configured in stand-alone mode, although there are multiple settings and set-up options. The system also enables several Easygifts Kiosk terminals to be connected to one or more main printing systems installed in the store or in remote labs<sup>1</sup>.

The Easygifts Kiosk applications use state-of-the-art screen presentation and interaction technologies, so the user finds the experience dynamic and easy to manage.

The customer's images can be read from varied sources, such as digital camera memory cards, mobile devices, DVD/CD, network devices, Internet, etc.

### 1.2 Main services

Easygifts Kiosk does not only provide digital photograph development, but it also offers a range of digital photography services and functions, which are described below:

- Copies: photographs can be printed in different sizes.
- Calendars: yearly or monthly calendars, using different decorative themes as calendar backgrounds. Compatible with EasygiGifts Calendar®
- Photo books: automatic creation of photo albums. Compatible with EasyGifts Album® and Instant Photo Album.
- DVD/CD burning<sup>1</sup>.
- Frames and greetings cards: the images are placed in decorative frames, with the option of adding text.
- Customised Photo Products: gifts that include customer photographs<sup>1</sup>.

### NOTE

NOTE: To offer the photographic product line that requires printing on both sides, it is necessary to purchase the CP-W5000DW printer.

<sup>1</sup> Not available in Smart Kioskgifts.

### **1.3 Image retouching functions**

- Crop: the photograph can be cropped to remove unwanted sections, or an area of the image can be selected for printing.
- Rotate: the photograph can be rotated a pre-set number of degrees so that it can be viewed better on screen.
- Red-eye reduction: the red-eye effect in photographs can automatically be removed.
- Brightness and contrast adjustment.
- Automatic level adjustments: to automatically improve dark images or ones with low contrast.
- Black & white and sepia effects.

### **1.4 Kiosk models**

There are various hardware models that support the Easygifts Kiosk software. The differences between them are shown in the catalogues of each product. Specifications may vary without prior notice from the manufacturer.

Obtain updated information in our product catalogue at:

<http://www.mitsubishielectric-printing.com/>

### **1.5 System Users**

There are different Kiosk users depending on the type of operation they require from the unit. There are 3 main types of users:

#### **Customer User**

This is the end user who uses the Easygifts Kiosk self-service system to purchase its services.

#### **Operator User**

The operator user has permission to access the unit's maintenance and can validate pending orders.

#### **Supervisor User**

The supervisor user is one of the five operator users. He or she is an experienced operator, and has the authority to modify the system's settings, active products, prices, etc.

### **1.6 Terminology**

#### **Kiosk or Easygifts Kiosk**

This document uses the term 'Easygifts Kiosk' to refer to the software application that provides the service to the end Customer, and the term 'Kiosk' as a more generic reference to the hardware and software unit that provides such services.

#### **Service**

Each of the main icons that appear on the Easygifts Kiosk main screen is identified as a service: calendars, prints, greetings cards, mosaic poster, etc. These are the different product groups on offer.

## Order

Every time a user accesses the Kiosk, he or she requests a series of services (prints, calendars, albums) that, in turn, generate a series of jobs (10x15 print, 13x18 print, 15x20 calendar, etc.). The services and jobs that are paid for in one single transaction make up an order.

## Service Module

This refers to any software module specialising in carrying out a specific type of job, whether it be sublimation printing, DVD/CD burning, sending to other systems via a network or Internet, etc.

The main service modules are:

- **PRINTS (DPSPrintserver or Printmodule)**. It is responsible for generating the printing queue of the MITSUBISHI ELECTRIC sublimation printers.
- **LABS (DPSLab)**. It manages printing jobs that are intended for systems using technology that is not compatible with MITSUBISHI ELECTRIC machines, as well as any MITSUBISHI ELECTRIC unit whose features do not meet usual standards. It is also characterised by its capacity to send orders via Internet to remote production centres.
- **BURNS (DPSBurns)** It manages DVD/CD burning

### **NOTE**

Starting with the 2.5 version of Kioskgifts, the new Printmodule replaces the former DPSPrintserver.

Printmodule cannot be installed in Kiosk equipment with the WEPOS operating system (PT7000 and similar).

Printmodule will not work with old printer models (CP95xx, CP98xx, etc.), and Printserver does not support the most recent printer models (CPW5000).

DPSLab and DPSBurns are not operative in Smart Kioskgifts.

Ask your distributor for information about the different printer models supported by each one.

## Dispatcher

Software module that centralises the following activities:

- 1) Receiving the orders generated by the applications.
- 2) Validating the orders in order to add them to the queue. This validation takes place, for instance, when the operator enters the password before processing an order, or when the end customer selects the 'Pending Orders' service on the main screen and enters the validation code.
- 3) Informing of the progress and status of orders being processed.
- 4) Informing of the status of the different service modules, which in turn manage the output devices (printers, DVD burner, etc.).

In the Kiosk, this module is transparent to the end user. The operator can access it if he or she needs to solve any problems with the orders or peripherals that are being processed.

When Kiosk is configured in OT mode, there is no active Dispatcher in the machine itself. All the OTs share the same Dispatcher that is located in the production machine.

## 1.7 Kiosk operating modes based on the workflow

As a terminal, the Kiosk can be configured in 4 different modes: stand-alone (with its own printers), order terminal OT (sends the jobs to a main printing system in the store), combined (a combination of the two previous modes) and Kiosk isle mode, where one of the Kiosks (the production Kiosk) is capable of producing the orders coming from all the other units.

### NOTE

The 'Order terminal – OT', 'Combined' and 'Kiosk Island' models are not available in Smart Kioskgifts.

### 1.7.1 Stand-alone mode

A Kiosk in stand-alone mode is a machine that requires no attention from staff. It has its own dispatcher and therefore its own printers.

In this case, when the customer confirms the order, a validation screen appears (numerical code entry) which unblocks the order production in the Kiosk Dispatcher.

### 1.7.2 Order Terminal (OT) mode

In this mode, the machine has no means of production. These are found in a production machine within the store and networked to the terminal that enables the services to be processed exactly as with the stand-alone mode, except that there is no step for validating the order and no production phase: the terminal is left free for the next customer.

The order must be validated at the production machine, whether it be a Click5000 or a stand-alone Kiosk with its own production means (in isle mode).

### 1.7.3 Combined mode

In the combined mode, the Kiosk basically acts as it would in the stand-alone mode but extends its output options to another additional production machine.

In this mode, the Kiosk machine sends its orders to 2 dispatchers at the same time: one internal and one external.

In this case, since there are external production machines, it is considered that the order (or sub-orders) will be validated in each of the Dispatchers, including the Kiosk itself, where the operator must validate the order manually in the Dispatcher Admin. Screen.

In no case is the validation method displayed on the screen.

This mode is only recommended for special cases or when the store workflow allows just one order to be validated and executed in different terminals without any problems.

### 1.7.4 Kiosk Isle mode

In Kiosk isle mode, all of the kiosks work as an OT terminal except one, which acts as a stand-alone terminal and a production centre for the other units at the same time, or just as a production centre, depending on the configuration.

The installation has the following components:

- Several order terminals in the customer area.
- A stand-alone terminal in the customer area. With optional barcode reader.

- A ticket printer networked to other units and located at the payment counter, in addition to the ticket printers in each kiosk.

The work flow is as follows:

1) The customer goes to any of the terminals (OT or stand-alone) and creates his or her order.

2) When it's time to validate the order:

- the normal ticket is printed out at the terminal in question, with the order ID and the amount to pay, among other information.
- a validation ticket is also printed out from the printer installed at the payment counter, with an exclusive ID for that order (in numerical format and in barcode).

3) The customer goes to the counter to pay for his or her order. Once payment has been made, the customer will be given the ticket with the order ID. The customer will be told to go to the stand-alone terminal.

4) First of all the Customer chooses 'Pending Orders' on the production machine, if it allows other types of services to be executed, or directly validates the order using the barcode scanner or types in the numerical code manually.

(NOTE: no receipt is printed out at this point)

5) The order will automatically start processing.

## **1.8 Initial start-up: user-based operating mode**

When starting up the application for the first time, the usage mode selection screen appears:

- 'Kiosk' mode. This offers the photographic services which can be used by the end user. It can subsequently be configured in any of the modes described in the previous chapter.
- 'Pending Orders' mode. Only for the Kiosks isle mode. This machine is converted into an unblocking and order production machine and is also for use by the end customer.
- 'Click' Mode [Operator application] This offers the usual professional photographic services that can be used by the store operator. The application dedicated to this mode may vary, depending on the Kiosk model and its availability.
- 'Dispatcher' mode. This is used when the machine only receives orders from Kiosks operating in the 'Order Terminal' mode. The store operator uses the machine only to unblock the production of orders.

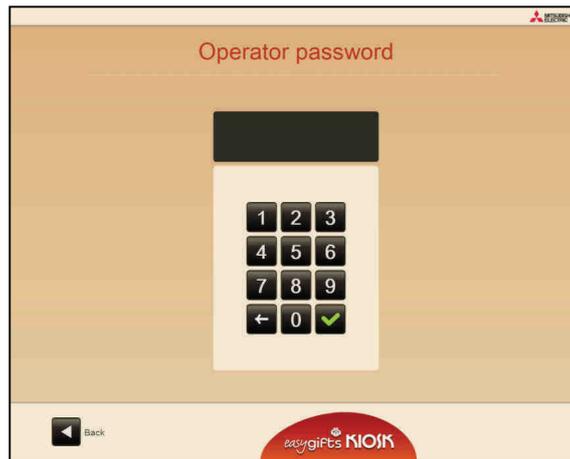
## 2. Service screen

To access the system's service functions, such as correctly switching off the unit, visualising the status of orders and the status of the service processing devices that are connected to the unit, etc., you must use the service screen.

This screen can be accessed by the supervisor user or any of the operator users, without distinction. To do so, you have to press on the upper left and upper right corners of the main screen, in this order ('Kioskgifts standard' and 'Smart Kioskgift' screenshots)



A numerical keypad will appear on screen for you to type in the password.



The default password in new units is 123 for the supervisor and blank for the operators.

It is recommended that you change the operator password to prevent the end customer from accidentally accessing the service screen, and you should also change the supervisor password to increase security and prevent different users from changing the system's configuration, such as the list of active products, their prices, etc.



Depending on the identified user, access to the system configuration will also appear available on the service screen, a function that is reserved for the exclusive use of supervisor users.

The service screen gives access to the following functions:

- Settings (only the supervisor user).
- Dispatcher. Control module for order production and production devices.
- Monitor. Module designed to start applications and other technical functions.
- Operator mode. This option sets the kiosk to operator mode (see the section on Operator services for more information).
- Tutorial. Direct access to tutorials in [www.messec.net](http://www.messec.net).
- Remote support. Access to allow help desk to connect to the equipment.
- Liveupdate. Remote update module.
- MAP Preventive Cleaning. MAP Preventive cleaning.

- Statistics. Remote support. If your installation allows it, using this option will give technical support access to your machine; consult your dealer for more information. Visualisation of the system parameters: software version, current user, SYSTEM\_ID, and Kiosk 'Alias'.
- Shut-down button.

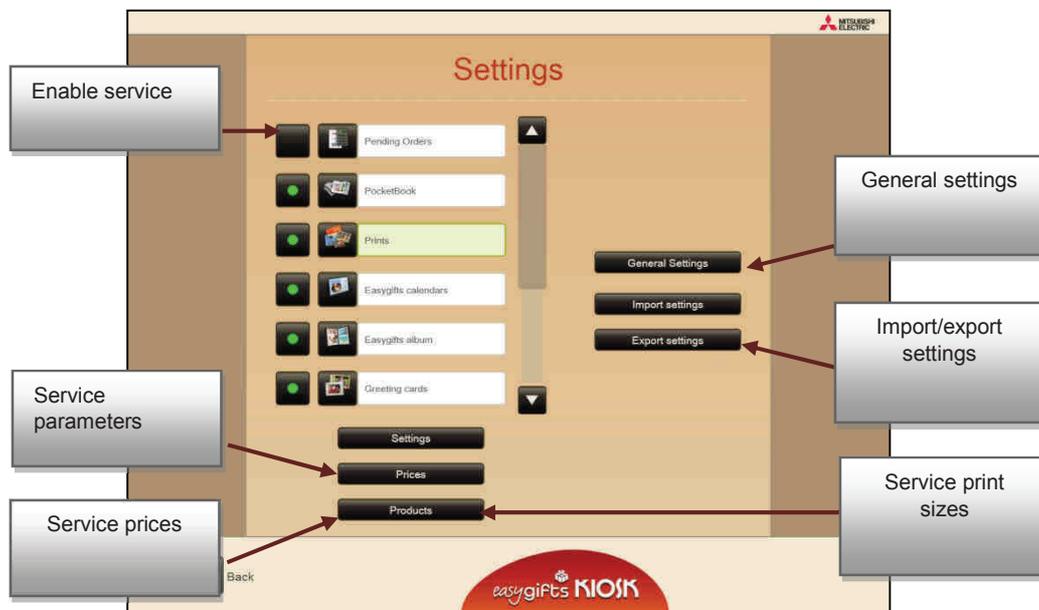
**NOTE**

To switch off the system, always access this screen and press the shut-down button. Otherwise, you could damage the equipment's performance or even its operating system.

**NOTE**

Some of the functions on the previous list are not available in Smart Kioskgifts.

### 3. Settings screens



The Settings screen can only be accessed by the supervisor user, and includes all of these options.

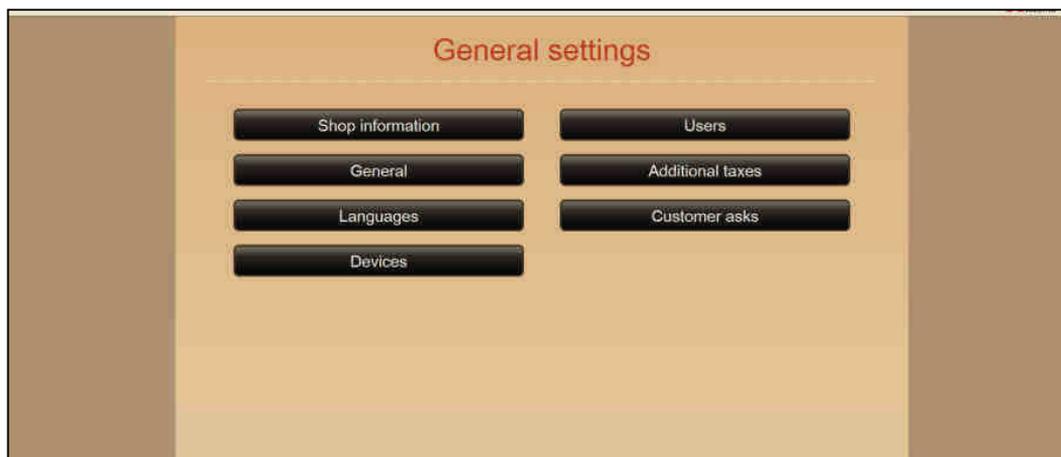
In the main panel on the left, you can enable and disable each of the services offered by the unit by pressing the button to the left of each one.

Depending on the service you have selected, you may access the particular settings for that service, the prices of the products it offers, and the settings for the associated printing sizes. Detailed information about these functions for each service is explained in the corresponding chapters in this manual.

On the right you will find access to the system's general settings and their import and export functions.

### 3.1 General settings

When you press the 'General Settings' button, the following screen will appear.



From this page you can configure:

- The store details
- Other general parameters
- Kiosk languages
- Devices connected to the Kiosk that are not production mechanisms: digital card reader, Bluetooth, network folder, DVD/CD, etc.
- System users
- Additional taxes

#### 3.1.1 Store details



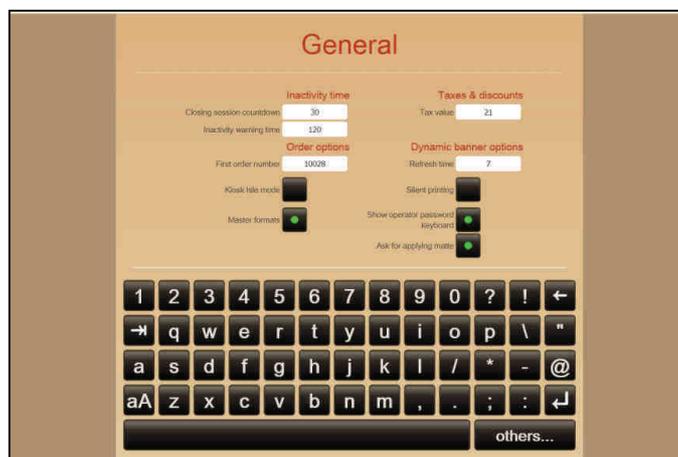
Here you can change the details that identify the store, such as the name, address, telephone number, fiscal ID and web page.

You can also change the 'Easygifts Kiosk' logo for another that identifies the store or chain. This logo appears on the ticket that is given to the customer, on the index copy product, and on the back of the instant photo album product.

The details that appear are the system's default details or those that have been indicated during the configuration stage, except for the store logo, which can only be changed here.

### 3.1.2 General parameters

The following screenshot shows the general parameters:



#### 3.1.2.1 Inactivity control

- Inactivity warning time.

This is the maximum time the customer is allowed without touching the screen. After this time has passed, the system will assume the customer has left the unit in its current state and a message will appear on-screen requesting interaction with the Kiosk.

- Inactivity countdown.

This is the time given to the customer to respond after the inactivity time has expired. Once this time has passed, the Kiosk unit will cancel the session and the order that the customer was preparing, and return to the main screen.

If the customer leaves his or her photo medium in the machine, a message will appear requesting said medium be removed. In the event there is no reply to this request, the staff may unlock the unit by pressing on the two top corners of the screen.

#### 3.1.2.2 Order options

- First order number

To avoid conflict with other terminals connected to the same production unit, it is important to set an initial order number that is different for each terminal. This way, the orders in each terminal will belong to a different range: 10000, 20000, 30000, etc.

The order numbers will be generated cyclically: once they reach 99999 they will go back to 000001.

### 3.1.2.3. Kiosk isle mode

This option must be marked if the unit forms part of a Kiosk isle<sup>2</sup>.

When this parameter is activated, the Kiosk stream will be different from the autonomous mode (when the order is created, the key blocking screen will not be shown, as the order will be executed later when the customer unblocks it). For further details see section 4.15.

### 3.1.2.4 Master Formats

The 'Master Formats' option, which is related to filtering printing formats, can be activated or deactivated.

**NOTE**

**IMPORTANT:** If the equipment uses the Printmodule application as a printing server instead of DPSPrintserver, ignore this chapter, as the Master Formats are not active in that case.

When the Master Formats option is activated, it is not necessary to specify the specific paper format to be used for each product. Just select a more generic type of format for each product (such as 10x15, 13x18, 15x23...) without worrying about the different names that these paper formats may have, depending on the printer model installed or the type of paper being used (normal, HG, etc...).

The correct procedure for working with master formats is described below:

- 1) In the formats table published in the printing server, tick only those that are absolutely necessary.

Published printsizes					
<input type="checkbox"/> <b>Standard media</b> <input checked="" type="checkbox"/> 10x15 <input type="checkbox"/> 10x15(x2) <input type="checkbox"/> 11.5x15(x2) <input type="checkbox"/> 13x18 <input type="checkbox"/> 13x18w <input checked="" type="checkbox"/> 15x20 <input type="checkbox"/> 15x21 <input type="checkbox"/> 15x23 <input type="checkbox"/> 15x30 <input type="checkbox"/> 15x46	<input type="checkbox"/> <b>CPD70/CPD707/CPK60</b> <input checked="" type="checkbox"/> 10x15 <input type="checkbox"/> 10x15(x2) <input checked="" type="checkbox"/> 10x15(x2)_A5 <input type="checkbox"/> 11.5x15(x2) <input type="checkbox"/> 13x18 <input type="checkbox"/> 13x18w <input type="checkbox"/> 13x18w_A5 <input checked="" type="checkbox"/> 15x20 <input checked="" type="checkbox"/> 15x20_A5 <input type="checkbox"/> 15x23	<input type="checkbox"/> <b>HG media</b> <input type="checkbox"/> 10x15(x2)HG <input type="checkbox"/> 10x15HG <input type="checkbox"/> 11.5x15(x2)HG <input type="checkbox"/> 13x18HG <input type="checkbox"/> 13x18wHG <input type="checkbox"/> 15x20HG <input type="checkbox"/> 15x21HG <input type="checkbox"/> 15x23HG <input type="checkbox"/> 15x30HG <input type="checkbox"/> 15x46HG	<input type="checkbox"/> <b>CP3800DW</b> <input type="checkbox"/> 20x10(x2)H <input type="checkbox"/> 20x10(x3)H <input type="checkbox"/> 20x13(x2)H <input type="checkbox"/> 20x13(x2)LH <input type="checkbox"/> 20x15(x2)H <input type="checkbox"/> 20x25H <input type="checkbox"/> 20x30H	<input type="checkbox"/> <b>CP3020D</b> <input type="checkbox"/> 20x25 <input type="checkbox"/> 20x30	<input type="checkbox"/> <b>Plotter</b> <input type="checkbox"/> 30x60 <input type="checkbox"/> 40x30 <input type="checkbox"/> 40x60 <input type="checkbox"/> PLOTTER

- 2) In the products associated with each service, select the required printing formats, which may be any of those shown in the list. The list is formed by a previous selection made in the printing server. All you need to do is create one product for each different printsize, The following illustration shows how to assign a printsize for a greetings card product with a size of 10x15.

<sup>2</sup> Not available in Smart Kioskgifts.

**Product Edition**

**Basic Information**

Product Name: [Text Field]  
 Reference: 1 Order: 1  
 Sheets number: 1 Matte:   
 Product Icon/Picture: D:\Photo\config\Greetings\Products\Icons\GreetingsLoveProduct\_1  
 Detail delivery instructions: [Text Field]  
 Operator delivery instructions: [Text Field]

Destination Machine: K60ak123 Service Module: PRINTS  
 Media Type: 10x15 Media: 10x15  
 PrintServer Channel: 20x28H  
 15x20\_A5  
 10x15 (highlighted)  
 20x30H  
 Orientation: 10x15HG  
 Family: 9x13  
 9x13HG  
 15x23  
 15x23HG  
 15x18

**Additional Information**

Select a format from among those that are equivalent to the same printsize

This way, it will make no difference whether you select 10x15HG or 10x15 for a product, since both are equivalent to each other. This will also be helpful for automatically reducing the product lists shown to the end customer for each service.

#### NOTE

**IMPORTANT:** although the Master Formats are activated, if you create a product with a specific paper format and that format is then eliminated from the list published in the printing server (by unchecking it in the following screen), the product will automatically be deactivated and not be available. In some services, this product will be highlighted in orange in the maintenance screens, as shown in the following illustration.

**Product list**

- Product Name  
Sheets number 1  
Media 20x25
- Product Name  
Sheets number 1  
Media 15x15
- Product Name  
Sheets number 1  
Media W21
- Product Name  
Sheets number 1  
Media A4H

### 3.1.2.5 Taxes and discounts

- Tax value

The additional tax values (VAT) that appear on the ticket are entered here. This value is not used in calculating the ticket: the prices must include their relevant taxes.

When value is '0', taxes are disabled and no related message will appear in the ticket receipt.

### 3.1.2.6 Rotary panel options

- Refresh time.

This option enables you to vary the time interval for displaying the images belonging to the advertising banner that is shown in the longer Kiosk processes. It may not be set below a given value.

### 3.1.2.7 'Silent printing' mode

If this mode is activated<sup>3</sup>, the services in stand-alone mode take place in the background. So, for example, while one customer's services are being printed out, the next customer can be using the Kiosk to create his or her orders.

This mode requires physical installation that meets certain parameters. It is recommended that the products that are being printed should be directed towards the operator zone when they come out in order to respect each customer's privacy and ensure a smooth work flow in the store.

### 3.1.2.8 Display validation keyboard

When the validation keyboard is used to unblock an order in the Kiosk, the keyboard can be hidden on the screen to prevent the incorrect entry of codes by a user who is standing in front of the Kiosk. This also facilitates the use of wireless keyboards from the administrator or remote validation stations, since that way there is only one keyboard data entry point.

### 3.1.2.9 Asking about matt finishes

When this parameter is activated, all services offering products that allow for printing with a matt finish will, at some point in creating the order, ask the user whether he wishes to print using this printing quality.

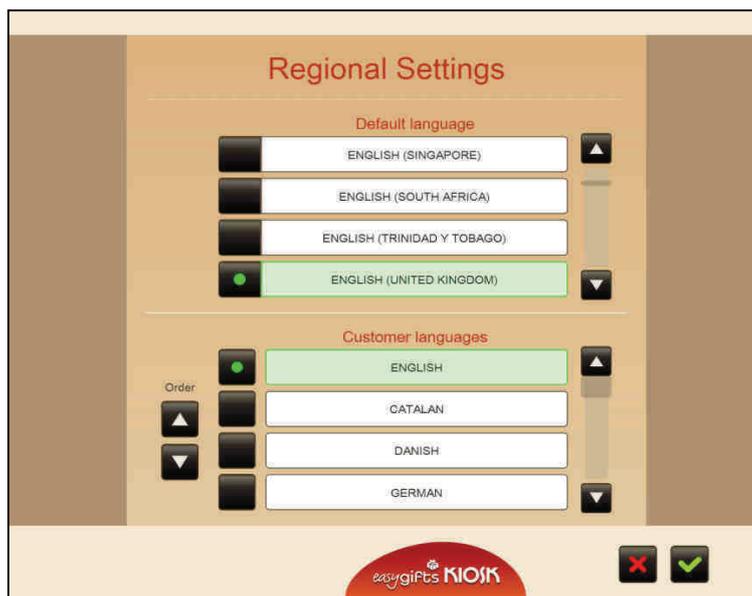
#### NOTE

IMPORTANT: This parameter enables matt printing on a global scale, but the operator is responsible for checking that the printers and consumables to be used to print the different products permit this finish. If a matt finish is assigned to a product that is printed out in a printer that does not allow this, the customer's selection will be ignored and the printing quality will be based on the default finish (glossy).

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<sup>3</sup> Not available in Smart Kioskgifts.

### 3.1.3 Languages



This screen enables you to set the languages to be used in Easygifts Kiosk. It is split into two parts to differentiate the language Easygifts Kiosk will use at an operator level (for the administration screens, default system language, etc.) and the languages available to the customer.

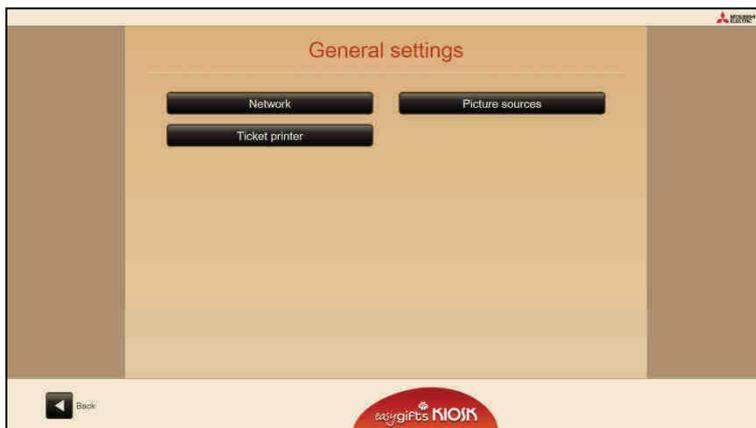
- Top section: The language Kiosk will use for the contents of the operator screens and for printing tickets will be defined here.
- Bottom section: Here you will find a list of the languages that are available to the customers. The button shown next to the language name enables or disables that language.

The languages can be listed according to the administrator's preferences when displayed on the Kiosk start screen. To do so, select the language that you want to move by pressing directly onto the name, and then move it up or down by using the arrows on the left. The language that is placed highest will be the first on the left of the main screen, and will be the default language for the end customer.

#### NOTE

**IMPORTANT:** To avoid synchronisation problems between the different language types available and their applications in different system areas, it is advisable for the language selected in the languages list at the top (operator) and bottom (end user) to be regionalised, i.e., not a generic language, but the specific version for a country; for instance 'ENGLISH (UNITED KINGDOM)' instead of just 'ENGLISH'. In all cases, it is also important for the identifiers to coincide in the top and bottom lists, if one of those selected in the bottom list coincides with the one selected in the top list.

### 3.1.4 Devices

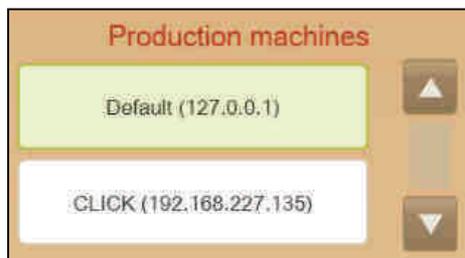


This is the screen where all the devices that may be personalised by the user can be configured: network connection, digital photo input sources and ticket printer.

#### 3.1.4.1 Network<sup>4</sup>

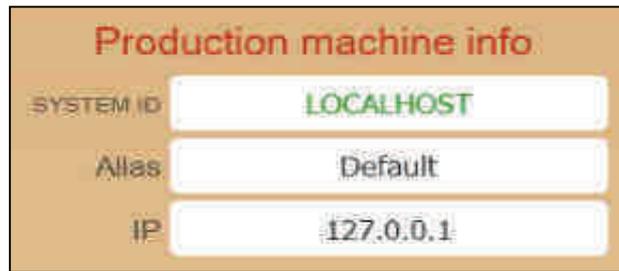


In this section you can configure any possible production machines that are going to be used in Kiosk.



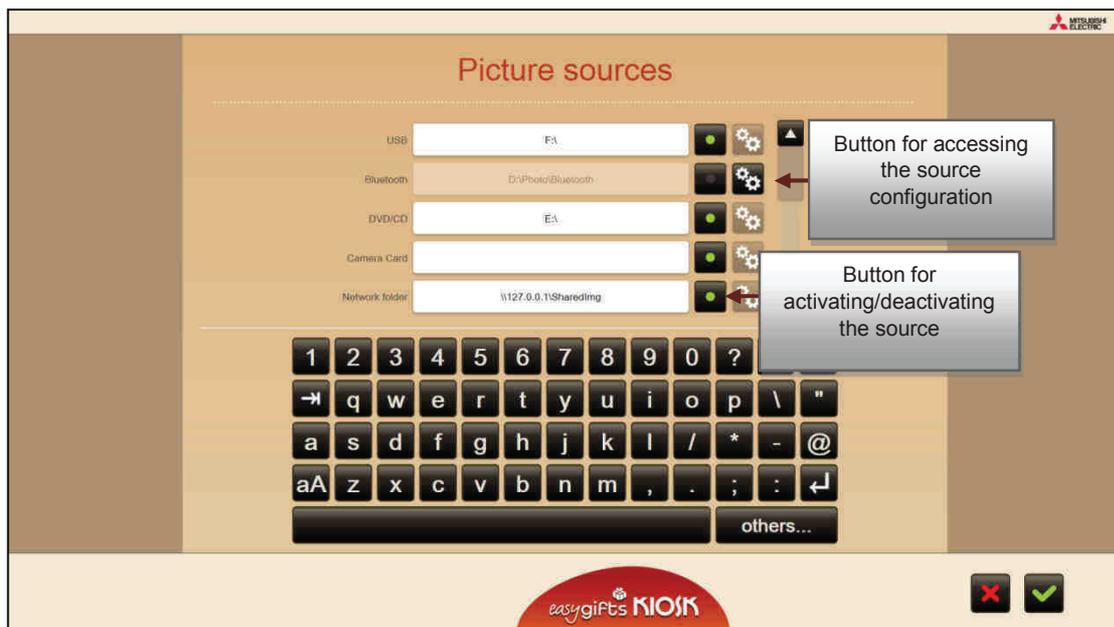
<sup>4</sup> Not available in Smart Kioskgifts.

On the left of the screen there is a list of Kiosk production machines. If you click on any of them you will see the details on the right of the screen: SYSTEM ID, alias and IP address



By using the '+'/'-' buttons, you can add a new production machine from the list, or remove the currently selected production machine.

### 3.1.4.2 Digital photo sources



The photo sources configuration screen allows you to enable or disable sources, and where necessary, you can set the relative system path.



The disabled photo sources are not shown on the source selection screen in the Kiosk flow.

There are also certain applications that may decide whether or not to accept all the sources or just some of them.

Some devices require a special configuration, as in the case of the 'Smartphone-wifi' source or the network events folder. In such cases an activated button appears on the right of each one, for accessing advanced configurations.

#### 3.1.4.2.1 'Social media network' type sources<sup>5</sup>

All 'social media network' type sources are activated by default, but Flickr and Instagram are not shown on the 'sources' screen until the source configuration screen has been accessed.

#### 3.1.4.2.2 USB source

The system automatically searches for removable devices, but in the case of USB devices, certain devices are not detected as such, and are listed as local disk drives. So, an alternative path is specified by default when a removable device is not found, ('F:\'). You may find that in certain equipment, the system uses a different letter in these circumstances. In this case, you should change the default letter for the one allocated by the system. This is clearly displayed in the Windows Explorer.

#### 3.1.4.2.3 Network events folder<sup>6</sup>

This input font permits 'linear browsing' between the different folders containing photos related to events. The customers pass through several screens in which they are asked to select a folder. Each of these screens coincides with a directory tree level located in the local disk drive or in a network unit.

The folder names are shown as they are on the screen. All the folders may display an image showing the content of the folder. All that is required is for an image file to be available in that folder.

The name shown by default on the image source selection screen can also be changed by inserting the name of the associated event, for instance.

#### 3.1.4.2.4 Smartphone-USB

Smartphones can be connected with the iOS ® (iphone®) and Android ® operating systems through the respective USB cable.

#### 3.1.4.2.5 Smartphone-wifi

This input source allows the user to send images or videos from their Smartphone to the Kiosk via 'wifi'. (The user should install the 'Kioskprints' App in their Smartphone, which is available for iOS ® and Android ®).

This source can only be activated in equipment prepared for this purpose: a wifi adapter is required that is compatible with the SoftAP mode. Ask your dealer for information about how to configure the 'Smartphone-wifi' source.

Options:

- Automatic disconnection (only available in Windows 7 / Windows 8): when activated, an SSID network and password are generated which are different for each user.

#### **NOTE**

Normally, this option is not activated, but it is interesting to activate it if you want the smartphones of the end users to be automatically disconnected from the network once the order has been completed. This allows them to retrieve their private internet connection immediately (if they have one available).

<sup>5</sup> Not available in Smart Kioskgifts.

<sup>6</sup> Not available in Smart Kioskgifts.

- SSID and PASSWORD: If the 'Automatic disconnection' is not activated, the SSID network and password can be set.
- IP: the IP assigned to the Smartphone inside the network.
- 'Safe mode': In this mode, the user must perform a check during the connection, as a safety measure for identification purposes in the Kiosk.

### 3.1.4.3 Ticket printer

#### 3.1.4.3.1 Print receipt ticket

You can enable or disable the printing of receipt tickets which is executed after validating the order, just as the order execution starts.

#### 3.1.4.3.2 Ticket type

You can choose the type of ticket you want to use.

**NoBarcode:** It includes the standard ticket content without showing any kind of barcode.

**OrderBarcode:** A barcode is added to the basic ticket content, with the order details included.

- Application reference
- Customisable digits
- Amount: Total € order

**ProductBarcode:** A barcode for each product is added to the Order Barcode content, made up of:

- Product reference
- Application reference
- Customisable digits
- Amount: Total € order

**Product Reference:** A reference for each product is added to the OrderBarcode content.

- It should make up the length of the product reference.

#### 3.1.4.3.3 Additional copies

Number of receipt copies desired, regardless of obligatory printing.

#### 3.1.4.3.4 Ticket printer

Selection of the printer where order receipt will be printed. Leave blank in order to not print receipts.

#### 3.1.4.3.5 Validation ticket

Option to enable/disable print-out of the validation ticket

When you enable this option, the ticket will be sent with a secret validation code to a printer located at the store counter or checkout.

#### 3.1.4.3.6 Validation ticket printer

Select the printer where you want to print the validation ticket.

#### 3.1.4.3.7 Barcode settings

When this option is pressed a new screen will appear for the configuration of the barcode. This will vary depending on the type of barcode configured. The following columns are displayed on all the screens:

- Size: for each column, define the number of digits necessary to form the specified field.
- Order: for each column, define the order of appearance of the associated field in the barcode, from smallest to greatest and displayed from left to right in the barcode.

#### a) Order barcode.

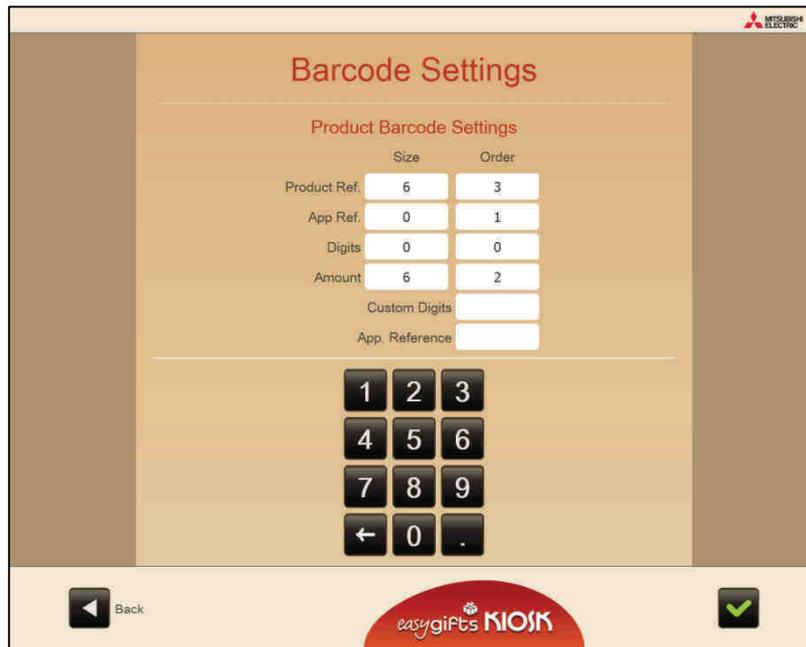
Only one barcode appears on the ticket, with information about the order

- Application reference: parameters (size and location) of the custom application reference which may appear on all the printed order barcodes. A description of this parameter is given below. Custom digits: parameters (size and location) of any potential custom digits you want to add to the barcode. An explanation of this parameter is set out below.
- Amount: parameters (size and location) of the total amount of the order.

- Additional digit value: this is optional and can be used for any additional value required by the store. The length must coincide with the one indicated in the 'Custom digits' parameter.
- Application reference value: this is optional and similar to the preceding one, for the purpose of identifying the global Kiosk concept in the store's accounting records. The length must coincide with the one indicated in the 'Application reference' parameter.

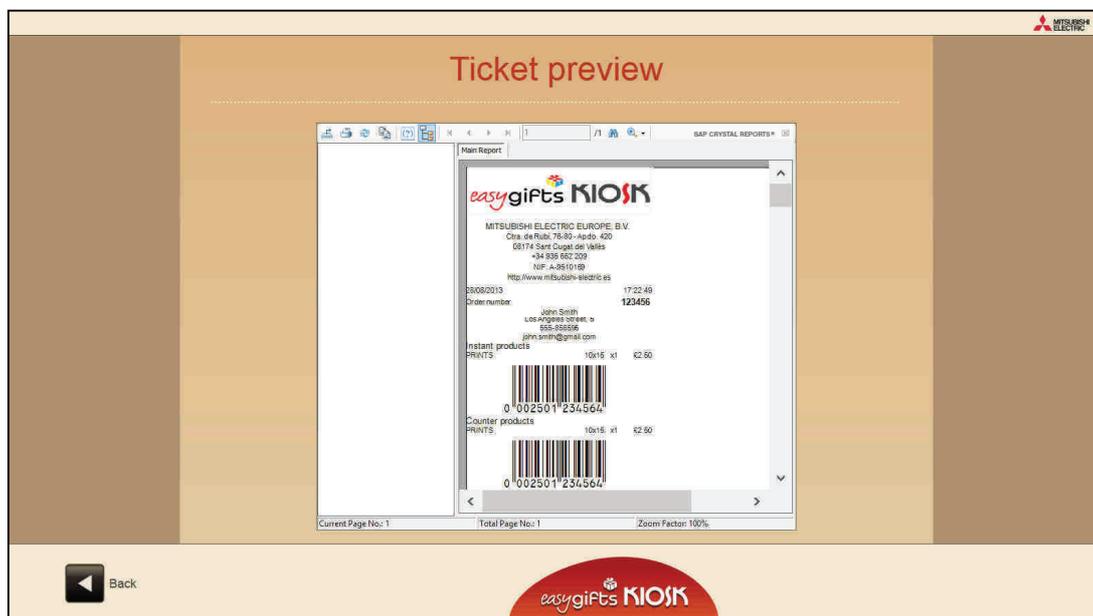
b) Product barcode. The ticket has the same number of barcodes as the products ordered by the customer.

- Product reference: parameters (size and location) of the product reference that may appear in all the printed product barcodes. Depending on the service, the specific product reference value is entered in the prices or products configuration screens.
- Application reference: parameters (size and location) of the custom application reference that may appear in all the printed product barcodes. An explanation of this parameter is given below.
- Additional digits: parameters (size and location) of the potential custom digits to be added to the barcode. An explanation of this parameter is given below.
- Amount: parameters (size and location) of the total product amount.
- Additional digit value: this is optional and can be used for any additional values required by the store. The length must coincide with the one indicated in the 'Custom digits' parameter.
- Application reference value: this is optional and similar to the preceding one, for identifying the global Kiosk concept in the store accounting records. The length must coincide with the one indicated in the 'Application reference' parameter.



c) Product reference. The ticket contains numerical codes for each product and the order barcode. The configuration is therefore the same as that of the order barcode, with the added parameter 'Product reference', where the length of this number that appears below each product in the receipt is specified.

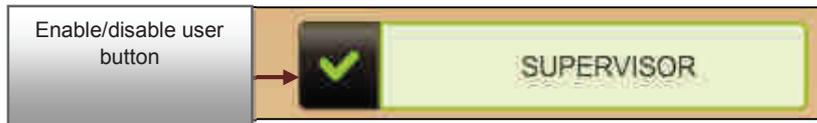
### 3.1.4.3.8 Ticket preview



Screen showing the ticket preview, exactly as it will appear when printed. The information on this ticket will vary according to the defined parameters. The customer's responses will be shown, if activated.

### 3.1.5 Users

On this screen, you can enable and disable users and modify their properties.



### 3.1.5.1 Modify users

The 'modify user' screen allows you to name the user, change the password and select the user level of security (Supervisor, Operator).

### 3.1.6 Additional taxes

In this screen, taxes can be set to be applied globally for an order.

You can set the tax in the Service Module that will complete the order (PRINTS/LABS) or at the media type/service level of DPSLAB. Never do both at the same time. The table below shows an example.

Service Module	Service Module Tax enabled / value	Media Type / LABS Service	Mediatype Tax /LABS Service Tax enabled / value
DPSPRINTSERVER	Yes: 3€	10x15H	No
DPSPRINTSERVER	Yes: 3€	13x18	No
DPSPRINTSERVER	Yes: 3€	15x20_A5	No
DPSLAB	No: 0€	Labs1: MITGEN protocol	Yes: 2€
DPSLAB	No: 0€	Labs2: MITGEN protocol	Yes: 1€
DPSLAB	No: 0€	Labs3: MAP (MITPBM) protocol	Yes: 0€

In this case, if the user requests, for example:

2 calendars 10x15H  
1 print 10x15H

(x2 sheets)  
(x1 sheet)

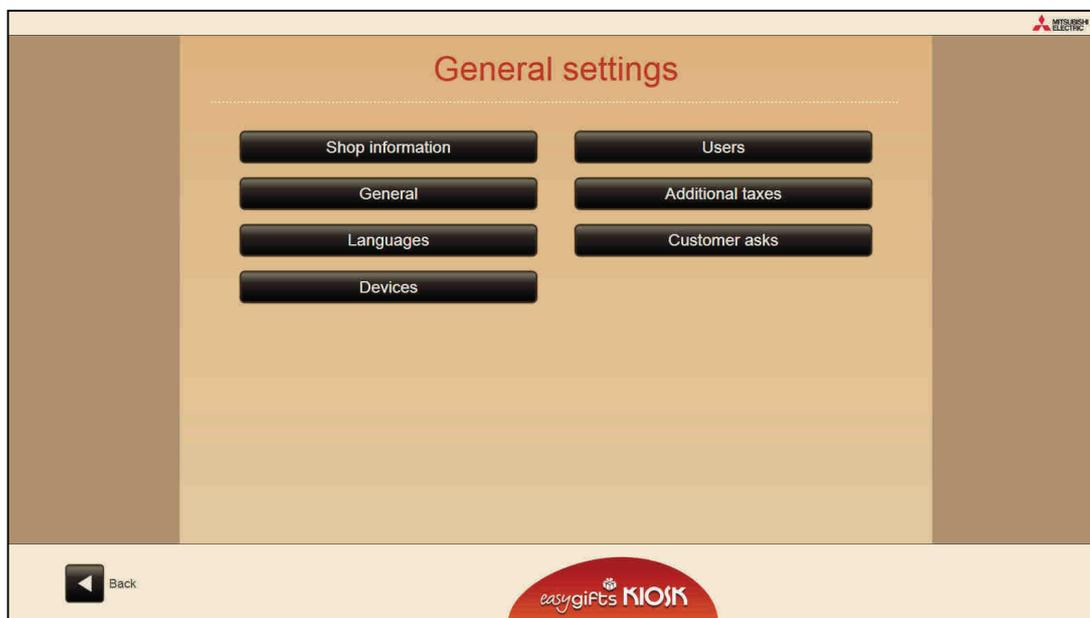
1 Mosaic Poster 15x20\_A5 (x8 sheets)  
 40 prints to Labs1 (x40 sheets)

The order will apply the following taxes: 3 € for instant printing and 2 € for shipment to the laboratory by the Service Labs1 LABS (DPSLAB).

The settings screen shows the matrix of possible combinations.



### 3.1.7 Configuration of the customer questions



The customer’s questions can be configured in this screen. The actions available are as follows:

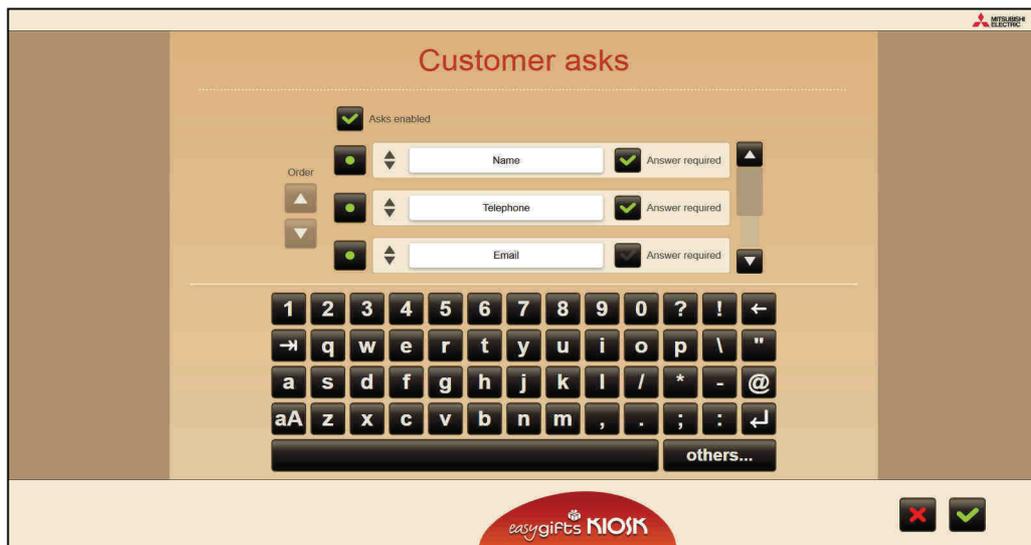
- Activate/deactivate questions globally
- Activate/deactivate questions individually

- Order
- Mark questions as compulsory/optional
- Edit the questions (losing the translation)

An edited question can be returned to its previous state (translatable) by deleting the text.

The table below shows the 5 questions configured by default:

Order	Question	Activated	Required response
1	Name	Yes	Yes
2	Telephone	Yes	Yes
3	E-mail	Yes	No
4	Address	Yes	No
5	-	No	No



## 4. Common work flow for the end customer

Although Easygifts Kiosk offers a wide variety of photographic services, and each of those services can have specific features regarding options and work flow, there are a number of steps that are common to most services that the end customer may select.

### 4.1 Screen saver

When the Kiosk is not being used, an animated screen will continually show the basic services offered, for advertising purposes.

As soon as the screen is touched, the animation will disappear and the main screen will appear.

### 4.2 Main screen

This screen shows the user all the services available from the Easygifts Kiosk.

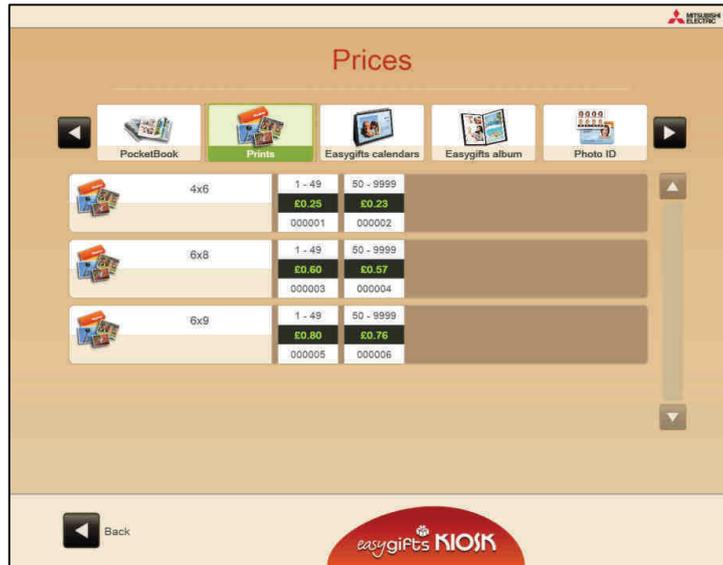


If more than 8 services are installed, the 4 that appear in the top row are permanent, while the bottom row can be shown in rotation: the user can move the icons using the slide bar below to see all the available options, and this will also move automatically on a regular basis to show the availability of other services.

The available languages are shown in the bottom left, represented by flags. The Easygifts Kiosk default language is shown first.

The price information button appears in the bottom right of the screen. When you press the price button, a screen will appear where you can select each service and find price information for each product. Depending on the service you select, a price grid may appear, showing the prices according to the product and different price ranges according to quantity.

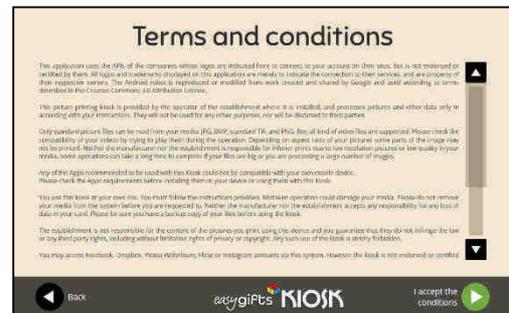
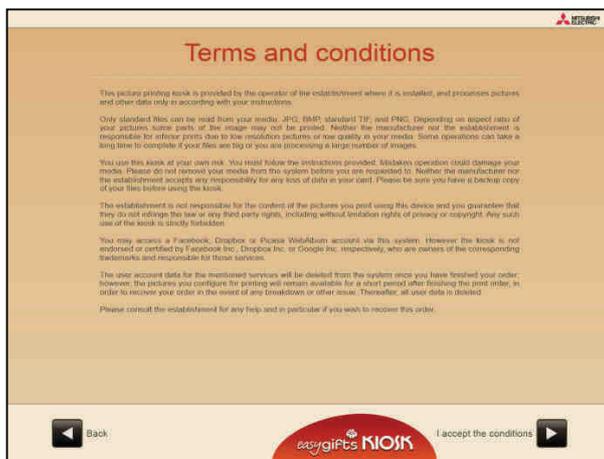
In the example given, for the Print service, the prices vary depending on whether you choose more or less than 10 copies of the selected print size.



### 4.3 Terms and conditions

On this screen, the customer can read and accept the terms and conditions of use.

Simultaneously, the application related to the selected service is starting up, and is transparent to the user. The 'I accept the conditions' button will not appear active until the application has started



## 4.4 Choosing the photo source

This screen asks the customer to specify the data source from which the pictures will come. Depending on the chosen source, the flow of the following screens and the on-screen instructions may vary.



It is possible to identify different streams depending on the source type selected:

1. Standard origins: USB, memory sticks, DVD/CD, on-line folders, etc...
2. Smartphones, by USB cable
3. Smartphones, via the wifi network.
4. Social networks or 'cloud' services (Dropbox, Facebook, Picasa, Flickr and Instagram). The user's photographs are obtained from the Internet.

### NOTE

The software can read the following picture file extensions: jpg, jpeg, bmp, gif, tif, tiff, png.

### NOTE

When the files are read from a physical device connected to the system, there's a process that controls the premature extraction. When this happens, the user is asked to introduce the device again. If the user doesn't respond after some time, the screensaver is activated and the application goes back to the initial screen. When it's required to go to first screen immediately, it's possible to do by clicking in the top corners of the screen.

### NOTE

The different platforms associated with the Internet for obtaining photographic albums belong to third parties and they may cease to be compatible with the Kiosk software without notice. The Kiosk software manufacturer declines all liability for the consequences of such changes with respect to the services provided at any time.

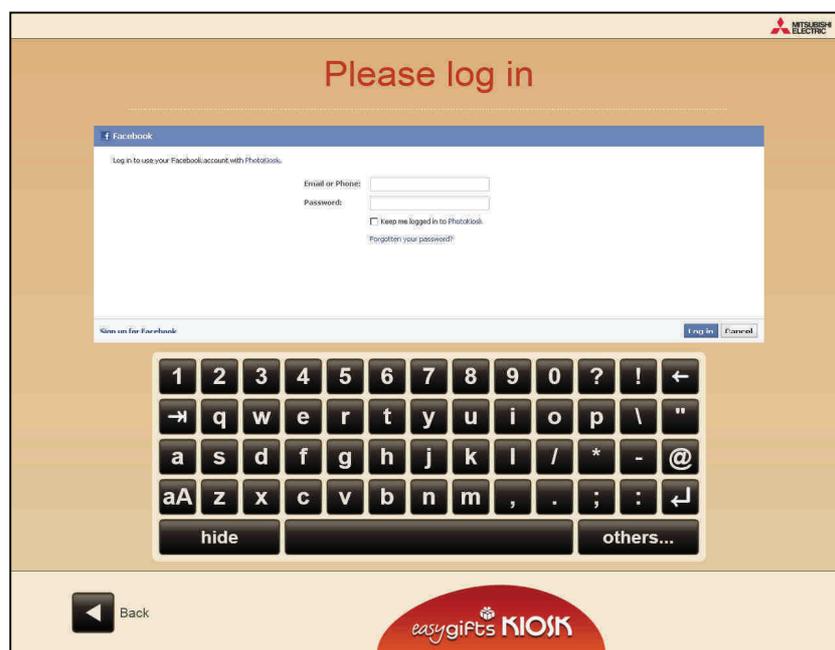
**NOTE**

The Kiosk operating system may take some time to detect the memory stick, especially when connecting a specific memory stick to the equipment for the first time.

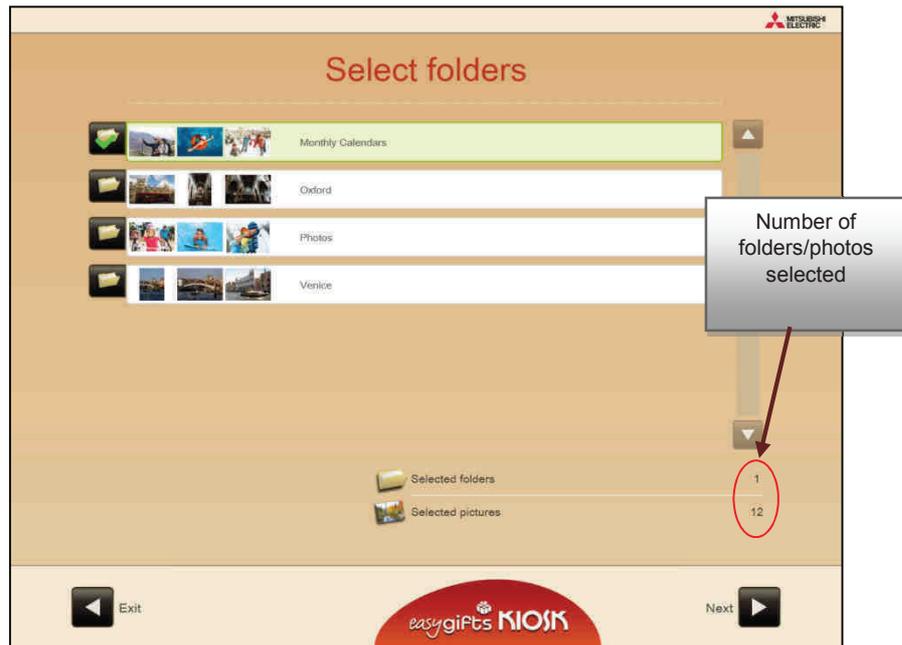
In some cases, after waiting for a minute or so after inserting the memory stick, the user will be asked to reconnect the device. This is because it has not detected the connected device, or because the device does not contain the expected type of file, depending on the service configured previously. In both cases the user is duly informed.

**4.4.1 Specific flow for photographs obtained from social networks**

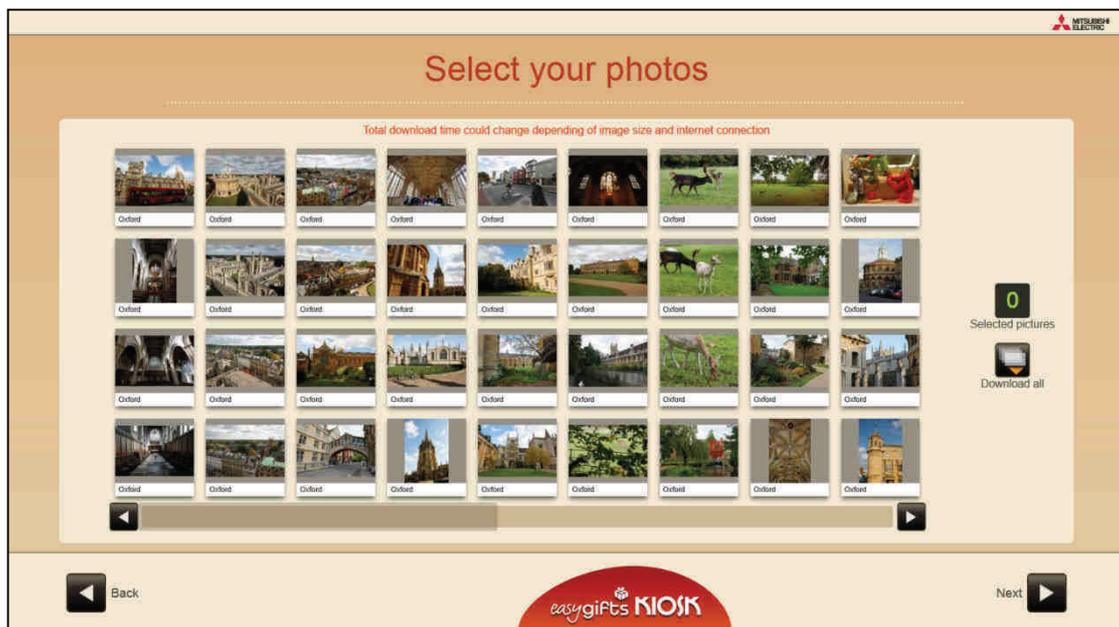
To obtain photos from a social network, you must enter the correct user name and password for the selected source. The following image shows an example of photographs obtained from Facebook.



The pictures obtained from the social network are shown in folders according to the groups established at the source. At this point, select the folders containing the photos to be used in this service.



As it is a photo source which depends on an internet connection, it is recommended to optimise the selection of photos; to do this, an image selection screen is displayed with the contents of the folders selected in the previous step.



In the next step, all selected photos are downloaded in the original size as they are stored on the network. In the case that a large number of photos is selected, the download process may take some time. In order to keep users informed, a progress bar indicating the number of photos downloaded up to that point is displayed.

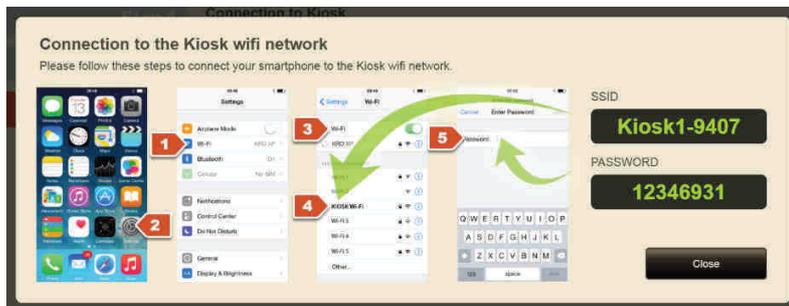


If this process is too slow, either due to an excessive number of images or slow internet connection problems, it is possible to cancel the download from standard access of the operator screen (by clicking on the two top corners).

#### 4.4.2 Sending from Smartphone via wifi network

These are the steps indicated for the users to send their data or videos from their smartphone via wifi:

- I. The users are informed that they must download the 'Kioskprints' App on their Smartphone.
- II. They are asked to select the type of device to be used: iOS ® or Android ®
- III. Network connection:
  - a. If they select iOS ®, they are asked to configure the wifi network connection manually in their Smartphone (SSID + password), and offered assistance in the form of a visual guide. They should start up the App in their Smartphone and press 'Start' in the App.



- b. If they choose Android ®, they are shown a code on the screen which they must scan with the 'Kioskprints' App: this will automatically connect them to the Kiosk network.



- IV. Safety check: if the safe mode is activated in the Kiosk Smartphone-wifi source setup, the Smartphone will ask whether it coincides with the number shown on both screens.
- V. The user selects the files on their Smartphone as well as the successive sending of images to the Kiosk. During each sending process, several images or just one video can be sent. To send several videos it is necessary to repeat several sending operations.

#### 4.4.3 Sending from Smartphone via USB

Smartphones can be connected with the iOS ® (iphone®) and Android ® operating systems via the respective USB cable.

In both cases, only some of the folders in these devices are accessed, due to reasons related to performance or because the device manufacturer does not allow full access to all the files. In the case of Android, access to the folders stored internally is permitted, and to those of the additional memory (normally microSD card) which may be incorporated into the device.

In all cases, the process is based on first selecting the pictures and then transferring them to the Kiosk (in a temporary folder of the hard disk).

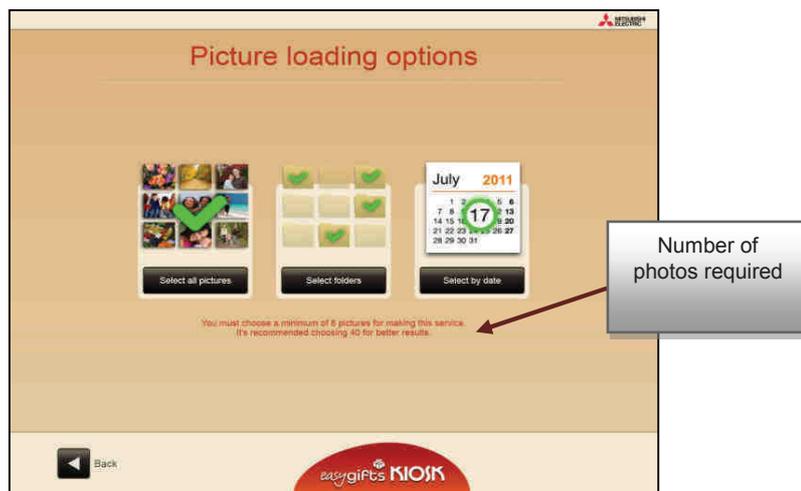
The pictures are shown on the selection screen before sending, ordered from the latest to the oldest. The order in which the pictures appear on the screen is not guaranteed only in the case of smartphones with the iOS® operating system connected to a model PT7000 Kiosk.

## 4.5 Photo loading options

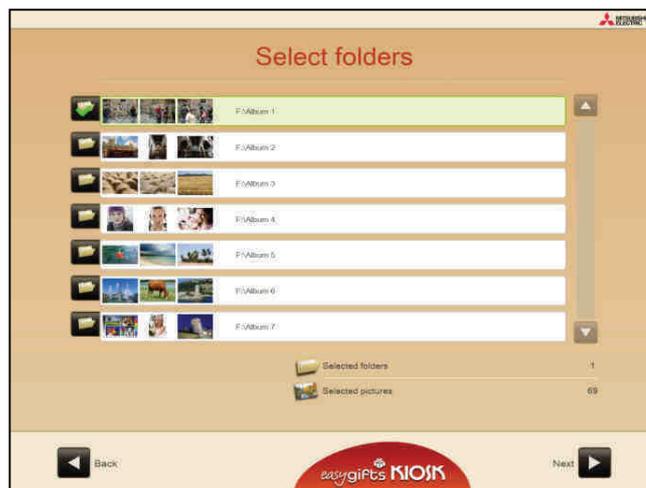
The file source filter will save you reading and selecting time when you are working with digital camera cards, USB drives, DVD/CDs or other sources where access to large files can slow down the process.

First, the option will be given to read all the photos found on the device, select folders from the device, and even select photos grouped by the date they were taken.

At this point the customer is informed about the minimum and recommended number of images he will need to execute the service.

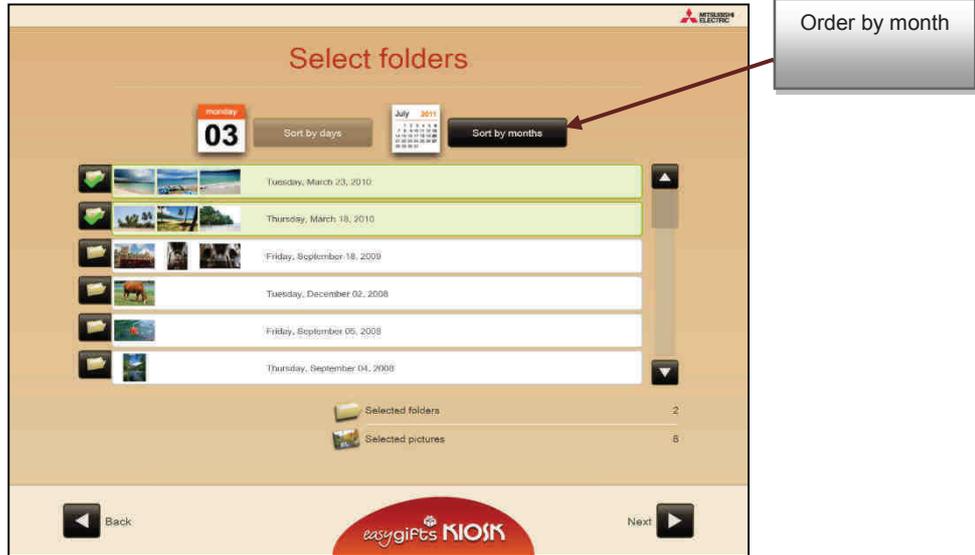


If the folder selection option is chosen, a summary of folders found and a sample of their content will be displayed. The user must select the folders containing the photos that he or she requires.



If the option to select by date is chosen, a summary of the photos modified on the same day will be displayed with a sample of content.

The user must select the folders containing the photos that he or she requires. It is also possible to group photos that were taken in the same month by clicking the month option.



## 4.6 Service processing

When the user has selected the folders that he or she needs, the following screen will appear. The application related to the service selected by the customer is now starting.



Depending on the service selected, different screens that are directly related to the processing of the different products will start appearing.

In order to know the flow of each service, you should access the corresponding chapters for each individual service in this manual.

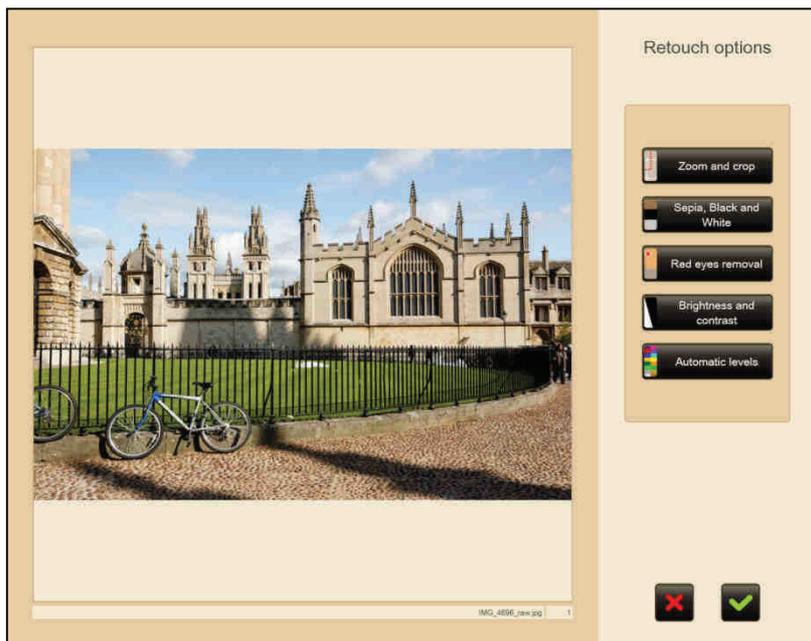
## 4.7 Image retouching

Depending on the type of service selected, you can retouch some of the images that you have selected.



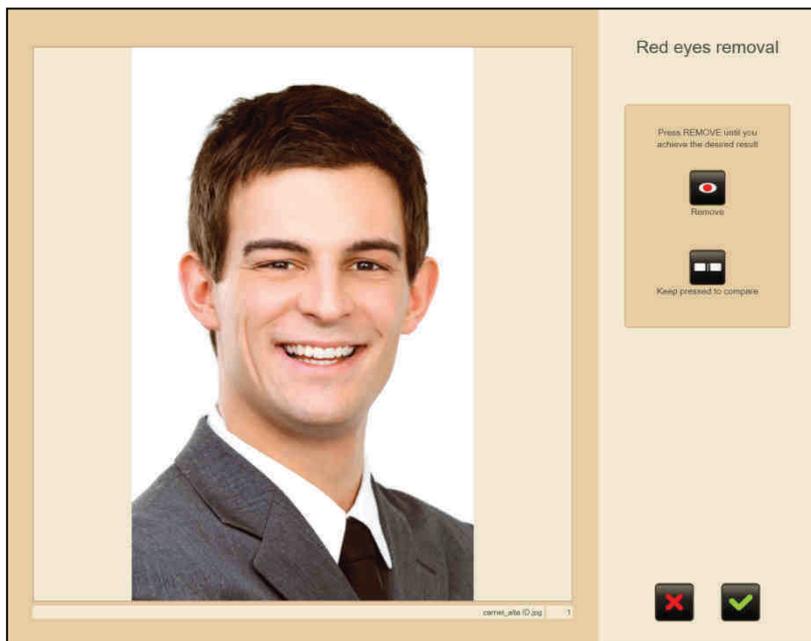
1. Press 'Retouch' to edit the image.

Once you have pressed 'Retouch' you will see the following screen in which you can select the different retouching options.



### 4.7.1 Red eye reduction

When you press 'Red eye reduction', the following screen will appear:

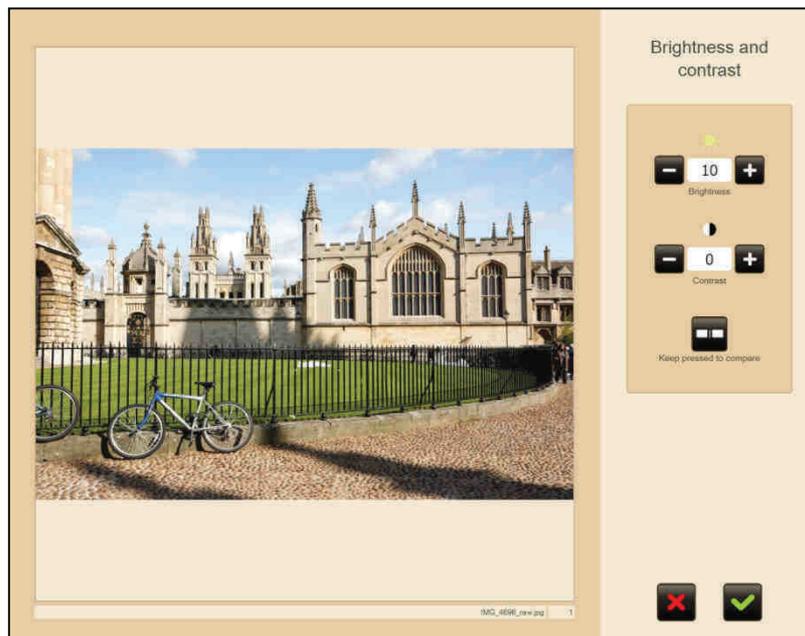


To remove red eye effects:

1. Continue pressing the 'Remove' button until you achieve the desired result.
  - ▶ Press the 'Keep pressed to compare' button to show the original unchanged image.
2. Click on the green tick to save the changes.
- Press on the red cross to leave the image as it was and exit the screen.

## 4.7.2 Brightness and contrast

When you press 'Brightness and contrast', the following screen will appear:

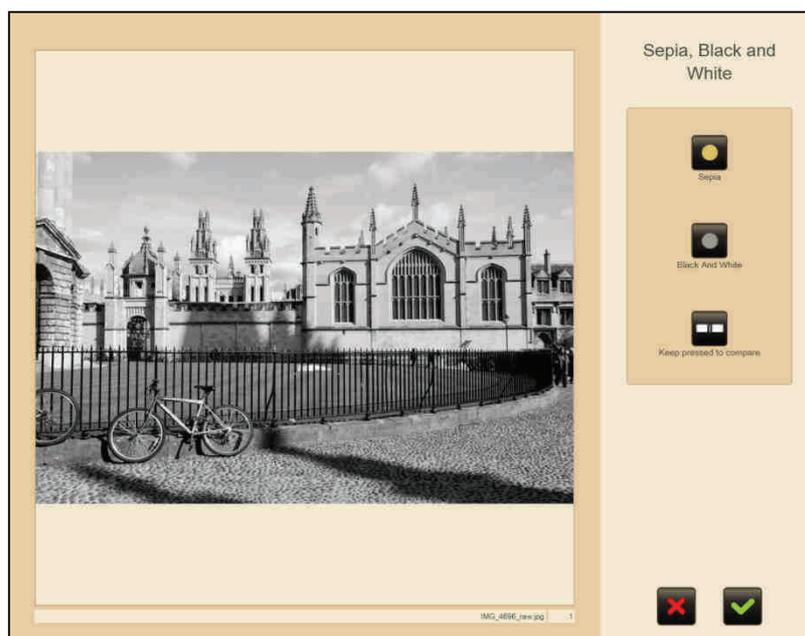


To increase or reduce the effects of brightness and contrast:

1. Press the '-/+ brightness' button.
2. Press the '-/+ contrast' button.
  - ▶ Press the 'Keep pressed to compare' button to show the original unchanged image.
3. Click on the green tick to save the changes.
- Click on the red cross to leave the image as it was and exit the screen.

## 4.7.3 Sepia and black & white

When you press 'Sepia, black & white', the following screen will appear:



To convert an image into a black & white picture:

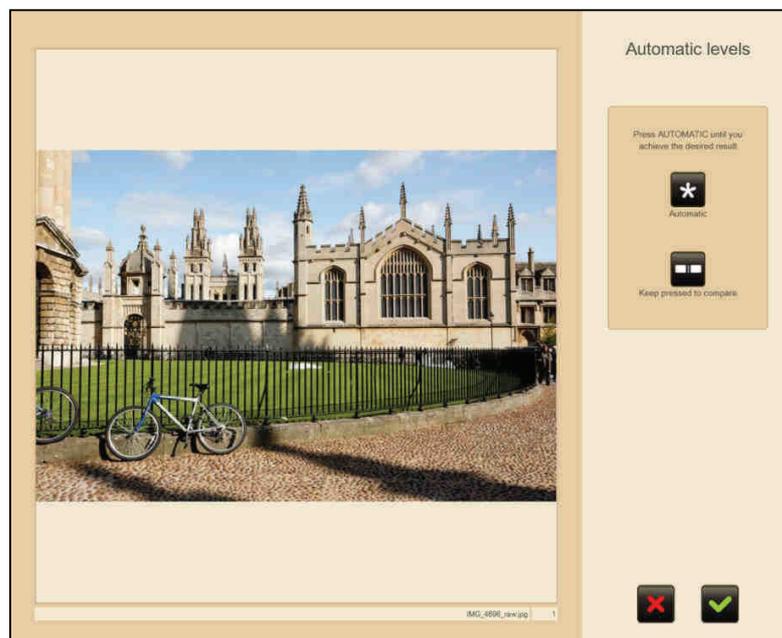
1. Press the 'Black and white' button.
  - ▶ Press the 'Keep pressed to compare' button to show the original unchanged image.
2. Click on the green tick to save the changes.
- Click on the red cross to leave the image as it was and exit the screen.

To change an image to sepia:

1. Press the 'Sepia' button.
  - ▶ Press the 'Keep pressed to compare' button to show the original unchanged image.
2. Click on the green tick to save the changes.
- Click on the red cross to leave the image as it was and exit the screen.

#### 4.7.4 Automatic level

When you press 'Automatic level', the following screen will appear:

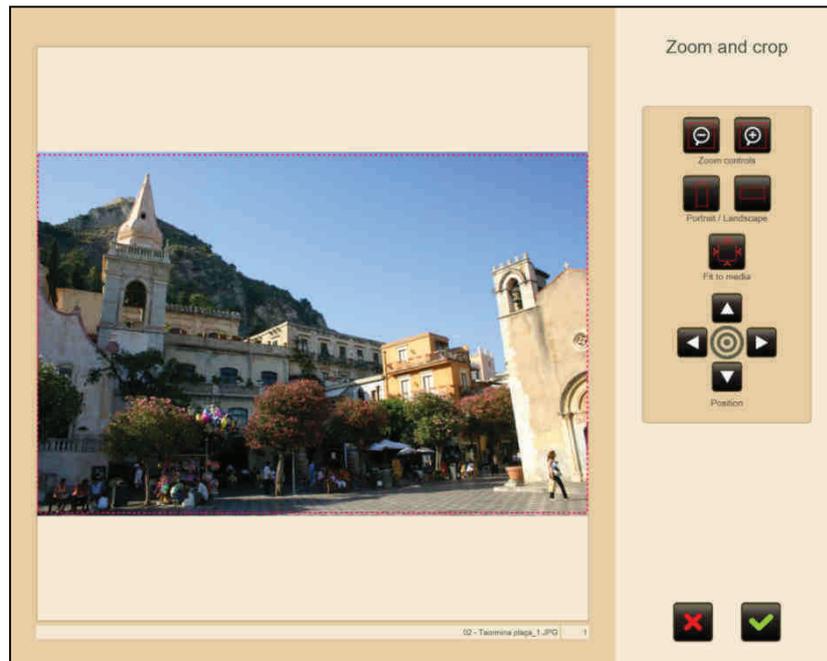


To automatically improve the image:

1. Press the 'Auto' button.
  - ▶ Press the 'Keep pressed to compare' button to show the original unchanged image.
2. Click on the green tick to save the changes.
- Click on the red cross to leave the image as it was and exit the screen.

#### 4.7.5 Zoom and Crop

When you press 'Zoom and crop', the following screen will appear:



To make the image larger or smaller:

1. Use the arrows to select the part of the image you are interested in.
2. Press the '-/+ zoom control' buttons.
3. Click on the green tick to save the changes.

You can crop the images in two formats:

- Portrait.
- Landscape.

In addition the 'Insert in output' button can be used to insert the photograph in a white frame with the same appearance as the output format, to prevent the image from being cut.

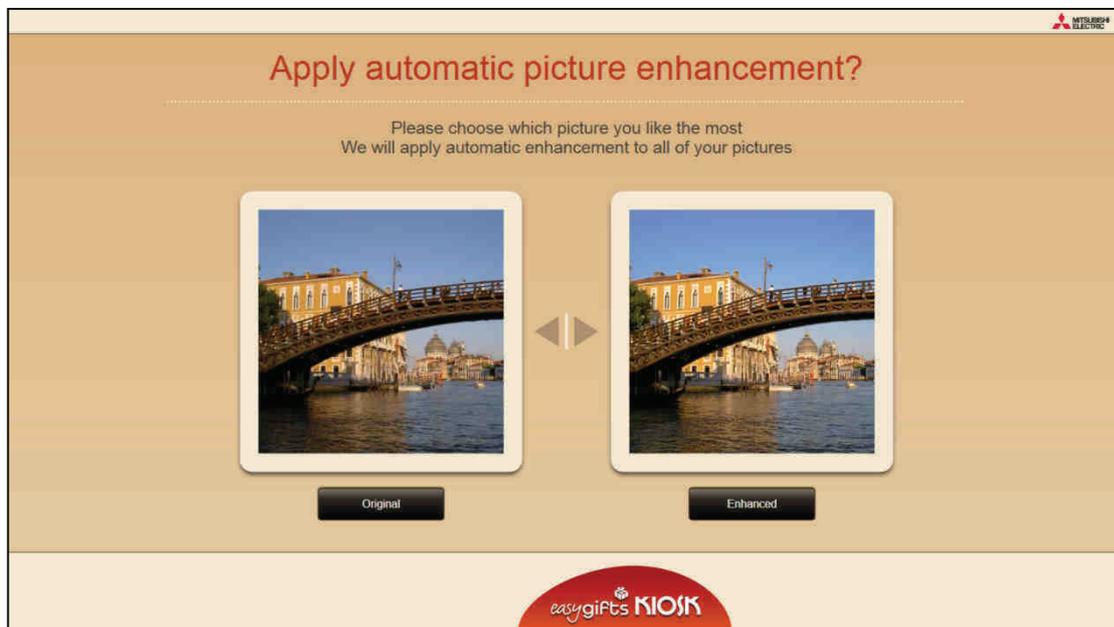
To crop the image:

1. Use the arrows to select the part of the image you wish to crop.
2. Press the 'Portrait/Landscape' buttons.
3. Click on the green tick to save the changes. Click on the red cross to leave the image as it was and exit the screen.

If your kiosk has a multi-touch screen you can use the touch input to position and apply zoom to the photo. That way you can insert the image in a simpler and more intuitive way.

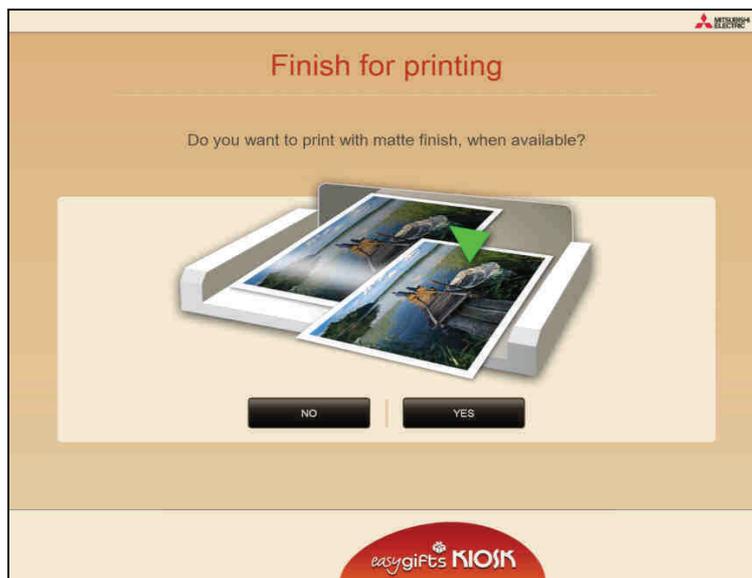
## 4.8 Automatic image enhancement

The user can then decide whether or not to apply automatic enhancements to the photos. He is shown one of the photographs (after an automatic selection process) to allow the user to compare the result after applying or not applying the changes.



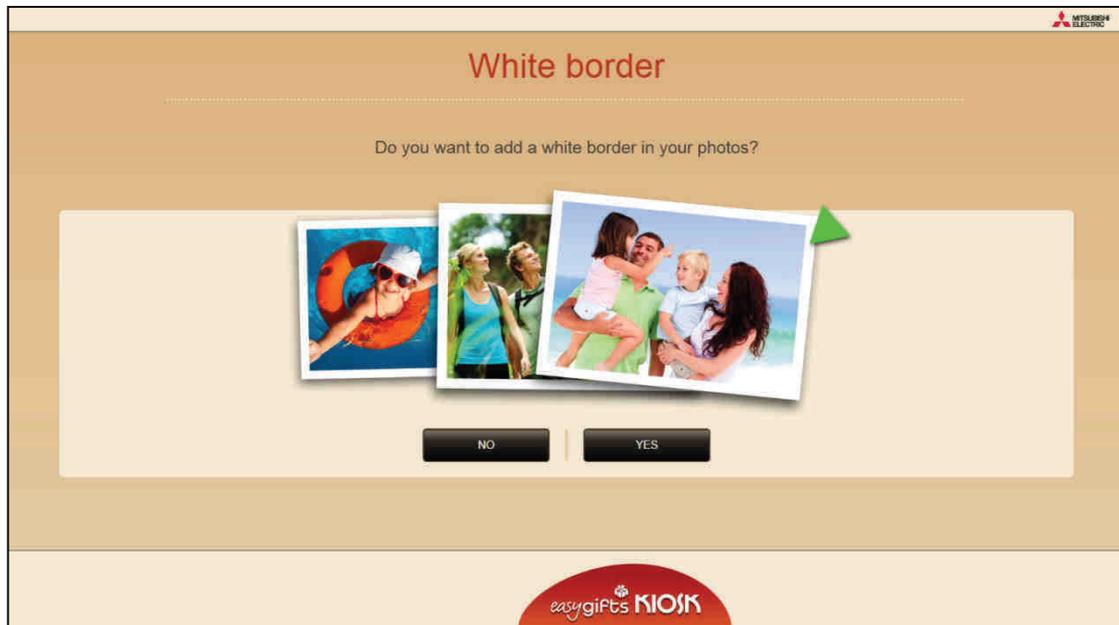
## 4.9 Choosing the finish

Depending on the equipment configuration and the product selected, a question will appear about the type of finish required, giving the option glossy or matt paper.



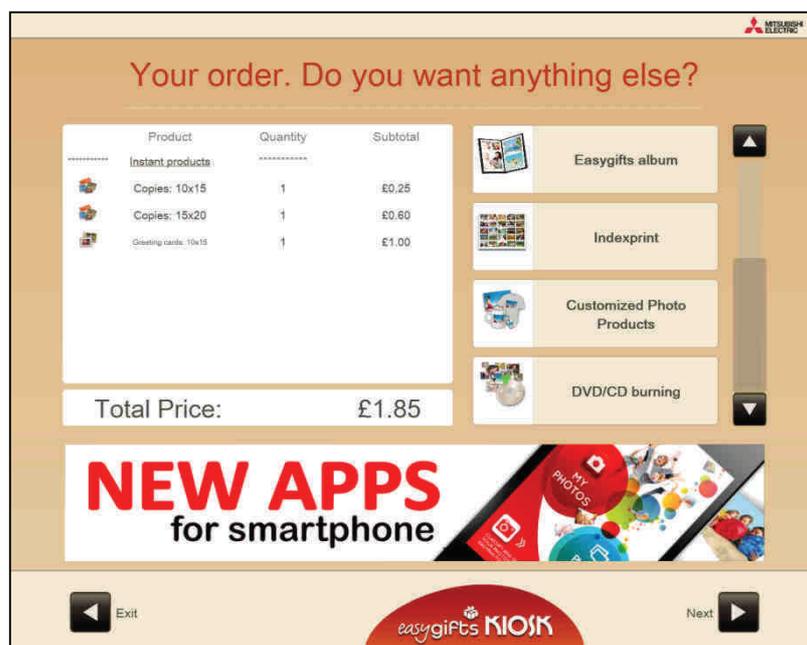
## 4.10 Selecting the white edge

Depending on the equipment configuration and the product selected, you will be asked whether or not you want to apply a white edge. (The colour of the edge can be configured in DPSPrintServer)



## 4.11 Order summary

Following definition of the service, a summary of the details of the products accumulated is shown on a screen with their cost and the taxes charged.



This screen informs customer of the active services in the machine so that he or she may select them for the images that have previously been selected.

When you click on any of these services, Easygifts Kiosk will initiate the new service with the folders that the customer selected at the beginning.

If the customer decides to select new folders with new images for this service, he or she should finish the current service and then open a new one.

#### **NOTE**

The customer may repeat this cycle as many times as he or she needs, although each time he or she uses a product from a specific service, this product will no longer be available in the next round.

Some services do not permit products to be accumulated, and so they will not be shown in this screen if they have already been used in the current order.

Some services do not allow different products to be accumulated in the same order either.

To finish the current service, press 'Next'.

At the bottom of the screen you will see the advertising area that appears at other points of the program. The time interval between the different adverts can be changed in the equipment configuration area.

## **4.12 Customer questions**

The customer questions are the questions to be compiled once the user has completed an order, which may consist of one or more services.

After completing all the desired services, this screen is shown when:

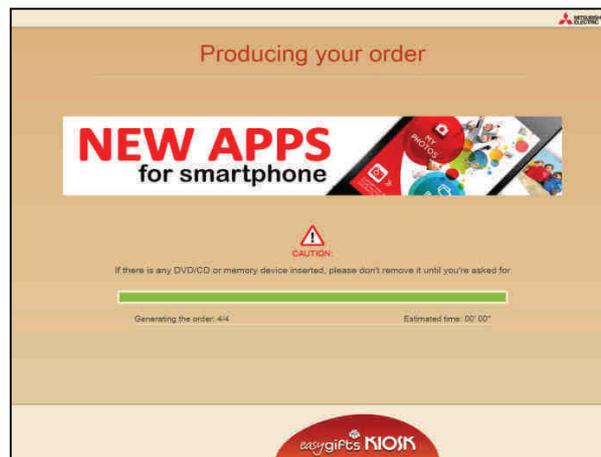
- The customer questions are globally enabled (general setting)
- The user has completed a service in which the customer questions have been enabled (service setting)

The 'Next' button will be disabled until the user has completed all the compulsory boxes (marked with an \*).

Later, the customer questions will be included in the ticket and used by the module for sending to the DPSSLAB laboratory.

### 4.13 Copy of files and rendering of service

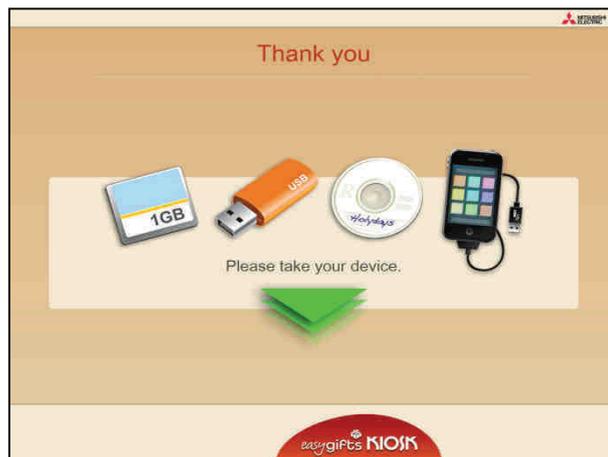
Then a temporary copy is saved on the disk, with all the images required to execute the services and the basic pre-production render when this is required by the application.



### 4.14 Removing the device

Once the above process has been completed, the customer is informed that he can remove the digital image device if one has been used, for instance a memory card, a flash drive, a DVD/CD device, etc. The system will wait until there is no device inserted and then continue to the next screen.

This step allows the customer to recover his device before leaving the Kiosk, if payment is required before validating the order.



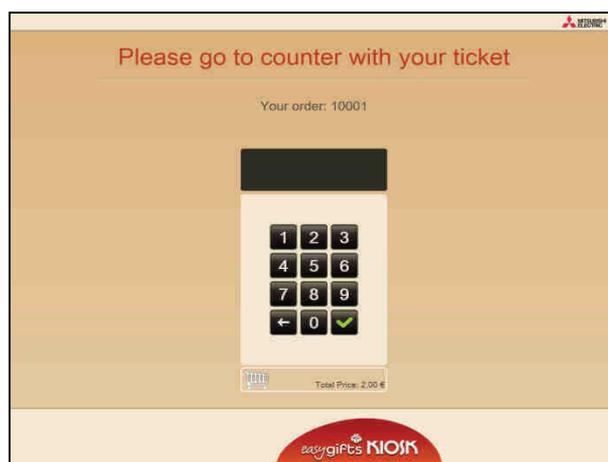
#### 4.15 Printing of receipt ticket and validation screen

An order receipt ticket is then printed.

If the equipment is configured in the Order Terminal or Kiosk block mode, it will skip all the following steps until it reaches the last screen.

Otherwise (with the equipment in the stand-alone mode) a screen will appear for the operator to enter his/her password.

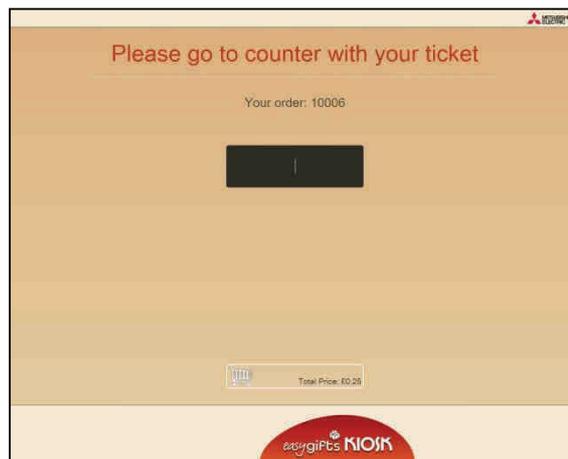
In this screen the customer is asked to go to the counter and pay for the order, so that the operator can then validate its execution either remotely through a wireless keyboard or by going to the equipment and entering his/her password directly using the keyboard on the screen.



#### NOTE

When the asterisk key '\*' on the keyboard is pressed, all characters entered up to that time are deleted. This is particularly useful if using a remote keyboard and wanting to reinitiate the password entry process.

Depending on the configuration the keyboard can be hidden on the screen to facilitate the use of a remote keyboard, as shown in the following image. Also see section 0.



Once the correct code is entered, a ticket will be printed out with the details of the order.

#### 4.16 Production of order

In the stand-alone mode, the equipment will start all the pending processes and issue a report on the different processes to the end customer in addition to giving an estimate of the time foreseen for executing those processes.



If the services involve printing on the premises, the prints will appear consecutively at the printer outlets.

In the case of DVD/CD burning, the user will be asked to insert a blank DVD/CD to be burned.

If some kind of error occurs, a message is displayed warning of potential problems. When this happens, the Kiosk operator should click on the white triangle displayed on the centre of the screen.

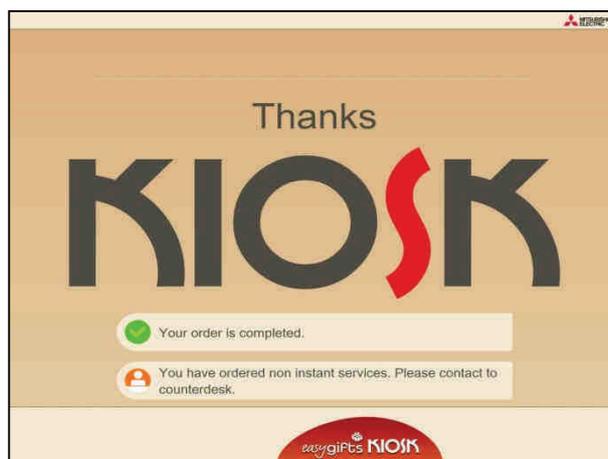


The operator will then be asked for his or her password. Once entered, this displays a dialogue where you can choose to access the 'Dispatcher' to check the real status of the order or terminate the session to release the unit for another customer.



#### 4.17 Goodbye message

The final screen thanks the customer for using the Kiosk, and in some cases it will indicate how to collect the services that have been processed.



## 5. Available services

### 5.1 'Prints' service



This service enables the customer to print photographs in a wide variety of formats. The pictures can be printed at the Kiosk itself, if it has a built-in printer, at a local production centre on the premises, or at a remote lab.

#### NOTE

The laboratory delivery service from 'copies' requires the use of an additional license. Please refer to the chapter on additional licenses or consult your dealer for more information.

These are some of the possible paper formats that Easygifts Kiosk offers:

- 10x15 cm (4'x6') The most commonly used format for standard prints.
- 7.5x10 cm (3'x4'). Recommended size for low resolution photographs.
- 9x12 cm (3.5'x4.7'). Alternative size for low resolution photographs.
- 13x18 cm (5'x7'). Intermediate size for portraits.
- 15x20 cm (6'x8'). Used for enlargements or portraits.
- 15x21 cm (6'x8.5'). Used for enlargements or portraits.
- 15x23 cm (6'x9'). Used for enlargements or portraits.
- 11.5x15 cm (4.5'x6'). Recommended format for digital cameras. It maintains the 4:3 image format as seen on the digital camera screen.
- 20x25 / 20x30. The largest format offered by MITSUBISHI ELECTRIC printers.

### 5.1.1 'Prints' service: work flow

After the customer has selected the folders on which the work is to be done, he may examine the photos and order different print sizes for each photo, rotate them (merely to view them better, but the result will not be kept permanently in the original file), edit the brightness and contrast, apply black & white or sepia effects, adjust the colour, etc. by pressing the 'Retouch' button.

The photos will appear in miniature and in chronological order at the top of the screen. The selected photo (marked green) will also appear as the main image.

In the panels to the right of the main photo, the customer can add the copies required for each different printing format. In each print size box, the price per unit, number of copies and pick-up point are also shown.

The total number of copies for each photo, including the different printing formats, is shown below each miniature on the top panel.

The accumulated price for this service is shown on the bottom right button. Press this button to confirm selection and continue the flow.



There are two possible working modes for selecting photographs and selecting the print size:

#### 1. Single mode.

In this mode when a photo is selected a copy of the selected product or the print size is automatically added to it. The number of copies ordered for the selected product is indicated on the miniature of the photo. When another photo is selected, the previous photo will be unselected and a copy will also be added to the new one.

The total quantities shown in the product section between the symbols '-' and '+' are the total number of copies of that format, adding up the quantities assigned to each individual photo.

When a different product is selected, the partial quantities for the new product selected will be shown on the miniatures of the photos.

## 2. Multiple mode.

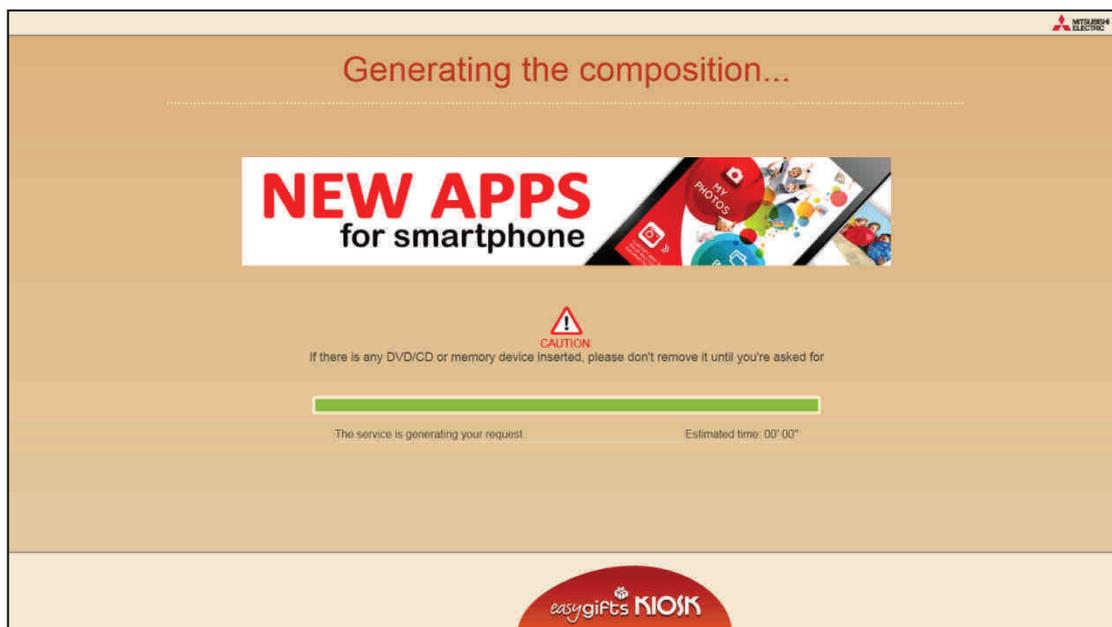
In this mode the photos are selected in a group without any copies being automatically assigned. When adding up or subtracting copies in any of the products on the list, the changes will be applied to the selected group, adding or subtracting copies to the individual quantities of each photo. From then on, when a new photo is selected the selection of the previous group will be lost.

### NOTE

The function for selecting all the photos is not available in the single mode photo selection option. To change the selection mode, see section **¡Error! No se encuentra el origen de la referencia.**

If the system detects that the image quality is not good enough to generate the product, an icon will appear indicating this.

Finally, the service compiles all the necessary information to create the files needed for production. Depending on the type of service, this may take a few seconds or several minutes (as is the case of an album with several pages and a considerable amount of photos).



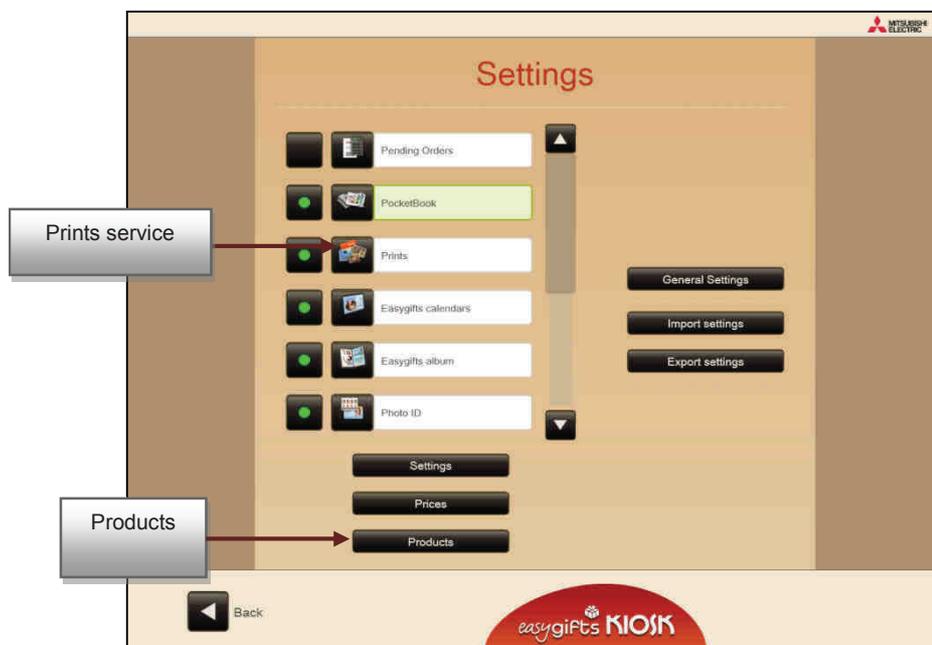
The service closes and control is returned to the main Easygifts Kiosk module, so that the customer can add more services or finish the current order, as seen in the relevant chapter.



### 5.1.2 'Prints' service administration: product creation

Due to the vast array of options offered by the Easygifts Kiosk, you need to configure a set of parameters for each product in each service. So, for the Prints service, for every print size you must specify the production machine, output module, the consumable paper size, and the final print format (there may be several for each consumable size).

To configure the print service products, select the 'Prints' service on the settings screen. Next, press the 'Products' button.



The list of current products will appear. On the left of each product, marked with a green dot, those products that are activated, and consequently available to the Easygifts Kiosk user, will be shown.



#### NOTE

Most of the products shown in the equipment when it is first switched on are 'protected' products defined by the manufacturer which cannot be deleted; however, some of their properties can be edited in order to adapt to the configuration of the installation. These products may no longer be available in future software updates due to the manufacturer's requirements, or even new ones may appear. In the event of not wanting to offer them to the end user, they can be deactivated.

Editing of products should be done by specialised operators. Leaving certain parameters blank or with incorrect values may cause a malfunction in the equipment.

The following information is shown for each product on the list:

- Universal identifier
- Product name
- Product logotype (image)
- Print size
- Number of sheets the product has

On pressing 'Add product' or 'Edit product' the product configuration will appear on the screen.

The screenshot shows a web interface titled 'Product Edition' with a sub-section 'Basic Information'. The fields are as follows:

- Universal product id: MPR11001
- Product Name: Print 10x15
- Sheets number: 1
- Matte:
- Product Icon/Picture: [Image icon]
- Detail delivery instructions: [Text area]
- Destination Machine: Kiosk8
- Service Module: PRINTS
- Media Type: 10x15
- Media: 10x15
- PrintServer Channel: [Text area]

At the bottom of the interface, there is a logo for 'easygifts KIOSK' and two buttons: a red 'X' and a green checkmark.

All the parameters included under the title 'Basic information' are repeated in all the products for every type of service. In other products from other services, another group of special parameters may appear for that type of product under the title 'Additional information' (see the Greetings, Calendars or Album sections of this manual)

'Basic information' parameters:

#### Universal identifier

The universal identifier cannot be changed in 'protected' products but it must be entered for creating own products.

'Protected' products are distinguished, among others, by the fact that their single product identifier is not editable and starts with an 'M'.

Creating universal identifiers for each own product will enable you to manage them more efficiently. It is advisable for unprotected products to start with the letter 'C' ('custom').

For this reason, it is advisable to use the following nomenclature for own products.

'C'+3 service identifier letters + numerical value of 4 digits.

This is the list of the 3 letters for each service:

- 'GRE' for frames and greetings,
- 'CAL' for calendars,
- 'ALB' for album,
- 'PBM' for instant photo album,
- 'PID' for passport photo,
- 'BUR' for CD/DVDs,
- 'PRI' for copies,
- 'CPP' for gift photos.

#### Product name

The product must be given a specific name. It should be borne in mind that this name must be the one that appears on the printed receipt, for instance and so it is best to names that are short but explicit enough to allow the customer to understand them better.

This box and the product description are predefined for protected products, including translations into different languages. The name and description can only be changed in products added by the Kiosk operator.

**Number of sheets**

The number of sheets the product has.

**Matt**

The product can be printed in matt when the service is configured for this option.

**Product icon**

The image that represents the product.

**Delivery instructions**

A brief description of the product for the end customer. It is shown during the end customer program flow, associated with the product in question.

This box and the product description are predefined for protected products, including translations into different languages.

If the products are not protected, the 'Name' and 'Description' boxes can be edited.

**Destination machine<sup>7</sup>**

The production machine to which the product is sent. According to the system settings, more than one option may appear. These could be the Easygifts Kiosk itself (in stand-alone mode), another Easygifts Kiosk machine (as is the case in a Kiosk isle), or a Click5000.

**Service module<sup>1</sup>**

You need to select a module for production. This could be PRINTS or LABS. It would be pointless to select BURNS (which burns DVD/CDs) for a printing service.

**NOTE**

It may be that not all the output options are available, depending on the selected service and/or additional licences required.

The available output modules are those offered by the selected production machine in the previous step.

**Consumable/Output channel.**

Depending on which module was selected in the previous step, different options will appear on this screen.

For example, if you chose 'PRINTS', you will now be required to select your preferred consumable size. The sizes shown here are those announced by the PRINTS service module of the production machine that was chosen in the first step.

If you chose 'LABS', you must now select the output channel from the different channels this module may offer. The output channels are normally associated with a different production machine or remote centre.

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<sup>7</sup> Not available in Smart Kioskgifts.

## Print size

In the case of PRINTS, after choosing the consumable size, you also have to set the print format.

For example, if you chose 15x23HG as your consumable, you can choose between the following print formats: 15x23, 15x21, 15x20, (10x15)x2, (11.5x15)x2

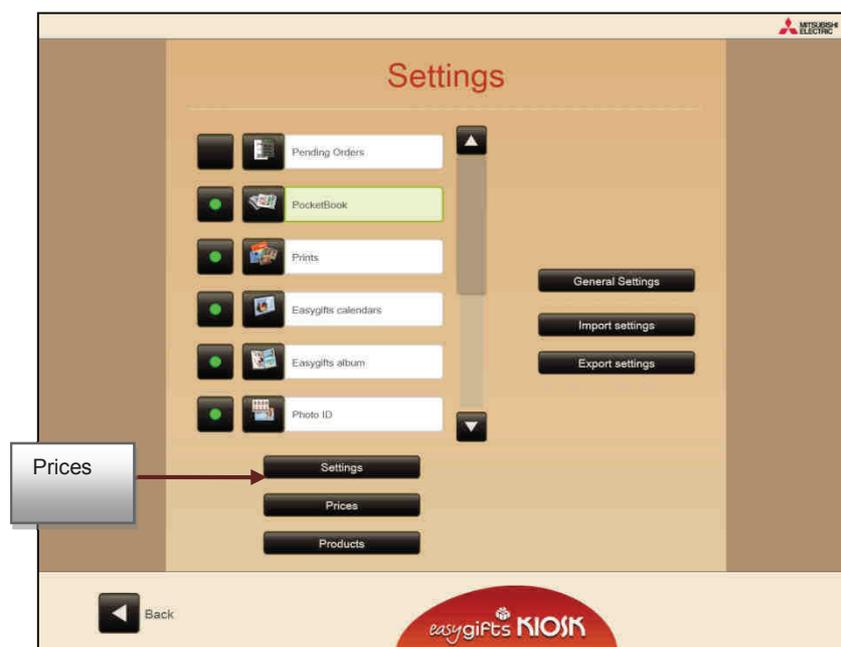
In the case of LABS, you have to choose an element from the list given by the previously selected channel. It may also include print formats, but depending on the type of products offered by the machine or lab for the selected channel, print sizes or other types of elements will appear (photogifts, etc.).

## Printing channel

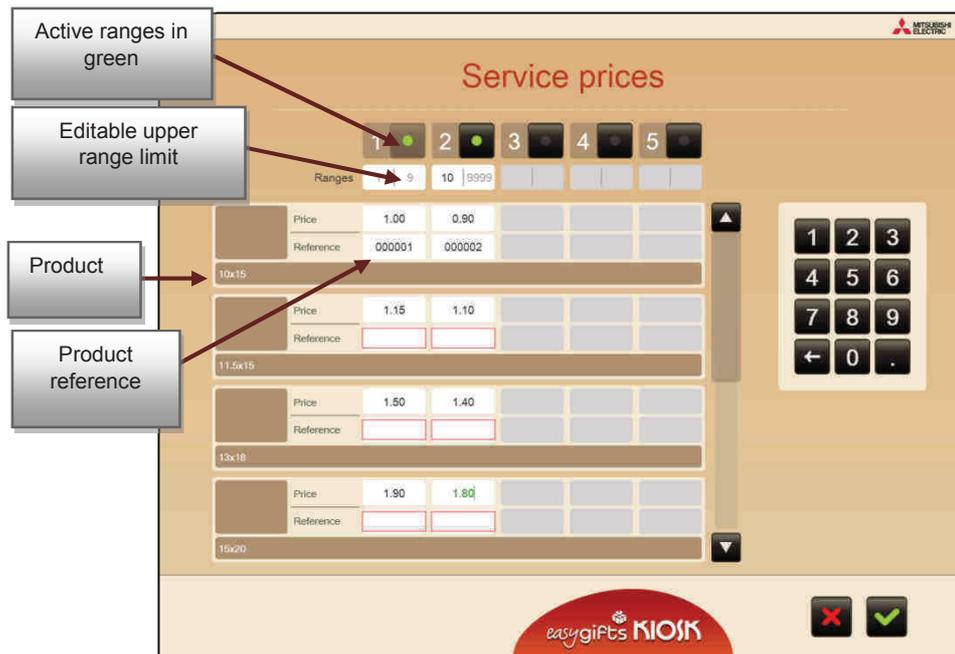
The output channel (only for PRINTS type output). See the 'Printserver' Appendix of this manual.

### 5.1.3 'Prints' service administration: editing prices

To configure the print service product prices, select the 'Prints' service on the settings screen. Next, press the 'Prices' button.



A screen will appear in which you can activate up to 5 different price ranges and set a price for each product in each range, as well as the product code for ticket printing (optional).

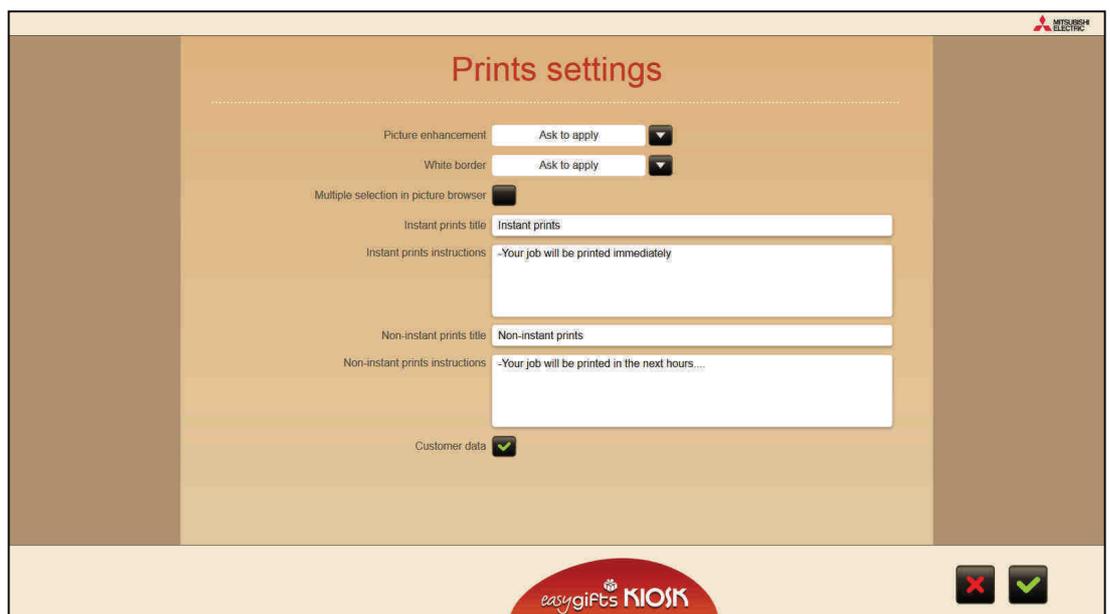


The recommended steps would be as follows:

- Decide how many ranges you want and set the upper limit for each one, consecutively. For example, from 1 to 9 prints for the first range, from 10 to 99 prints for the second, etc.
- Type in the price of each product and for each different range.
- Type in the product reference. This step is optional: it is only useful in those cases where you are using barcodes or a different numerical code for each product that appears on the customer ticket.

According to the barcode configuration, the figure will have a set length. If the figure you type in does not match this specific length, a red square will appear around the figure.

### 5.1.4 'Copies' service administration: general configuration



The following parameters are allowed in the general configuration of this service:

**Automatic image enhancements.** There are three options:

1. This service does not include automatic image enhancements.
2. The automatic enhancements are always applied to the user's images, without giving him/her any option.
3. The user is asked whether he wants to apply the automatic enhancements to his/her images.

**Apply white edge.** There is a choice of three options:

1. The white edge option is not offered to the end customer.
2. The white edge option is always applied to the user's photos, without giving the user an option.
3. The user is asked whether or not he/she wants to apply the white edge

**Multiple photo selection in the image viewer.** When this operating mode is selected, it enables the user to work with groups of images in such a way that copies of a specific size for printing can be added to the whole block simultaneously, for example.

**Title and instructions for instant copies and for deferred services (non-instant).** In the event of purchasing the additional licenses that permit sending to non-instantaneous printing systems and the configuration of products that use those additional systems, the end user will see a screen in which to select one or the other. This configuration section permits the definition of the titles and messages for each of the options.

**Customer questions.** This allows the customer questions to be enabled for this service.

## 5.2 Augmented Reality Services: Magic Foto

### 5.2.1 Introduction. What is Magic Foto?<sup>8</sup>

Magic Foto is a revolutionary product based on Augmented Reality technology. It allows virtual videos of printed images to be screened, using a mobile device and the 'Magic Foto' App.

To enable the user to create a 'Magic Foto' he/she will need at least a video fragment stored in an Internet Server and a photo for printing, from here on, referred to as **photo activation**.

When the user focuses the camera of his mobile device on the activated photo using the 'Magic Foto' APP, he/she will see the video appear on the screen on the entire printing area or just part of it (depending on the type of product created in Kioskgifts), obtaining an extremely surprising effect.

This brings considerable added value to the printed photo.

The different services that are compatible with Magic Foto are:

- Instant Photoalbum
- Greeting cards
- Print your video

With the two first services the user has the option of either creating a standard product or a product that includes photo activation. With the 'Print your video' service, the user is not given the option and he/she must furnish a video in order to take the activated photo from it.

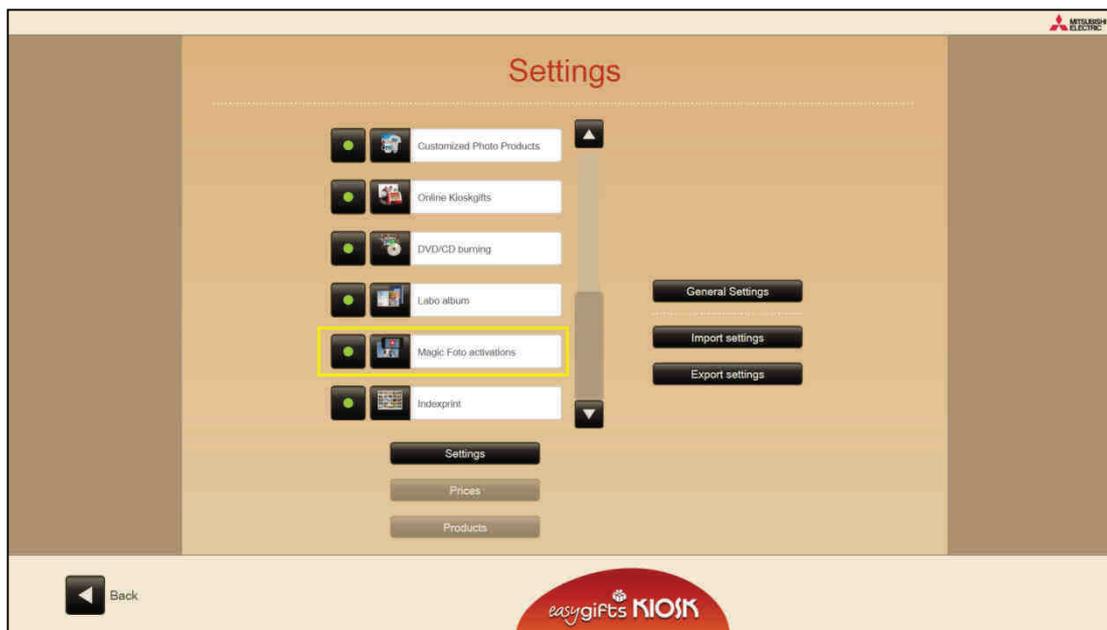
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<sup>8</sup> Not available in Smart Kioskgifts

If the user decides to add the Magic Foto option to the selected product, the 'Magic Foto activation' item is added to the basic price of the original product'.

### 5.2.2 Global management of the Magic Foto services: general configuration

To access the general configuration of the global parameters of services compatible with Magic Foto, select the 'Magic Foto activation' service in the Configuration screen. The e-mail address request for the end customer can be deactivated in the configuration screen.



### 5.2.3 Global management of the Magic Foto services: products and prices

If the end user decides to add the Magic Foto option to the selected product, the 'Magic Foto activation' item is added to the basic price of the original product'.

To enable or disable the 'Magic Foto activation' products related to each compatible service and change the prices, the user should access the 'Magic Foto activation' service in the Configuration screen.

## 5.3 Instant Photo Album<sup>9</sup>

Instant Photo Album is a software application that allows you to easily create 'Easygifts Instant Photo Albums'. These instant photo albums may have between 10 and 30 sheets with a size of 10x15cm.

The set of images (sheets) generated by the Instant Photo Album application will be ready to be sent automatically to the MITSUBISHI MAP instant album printing machine which can print them out and bind them in a very short space of time.

Please ask your distributor for more information about the Instant Photo Album option.



The Instant Photo Album application contains a wide variety of pre-defined combinations or 'templates' that automatically distribute the photographs on the pages of the album. It is also possible to choose from among the photographs themselves or from a large range of decorative backgrounds to fill in the background on each page, as well as enter a text for the album title, thus saving the end customer considerable time in designing the album.

### 5.3.1 'Instant Photo Album' service: work flow

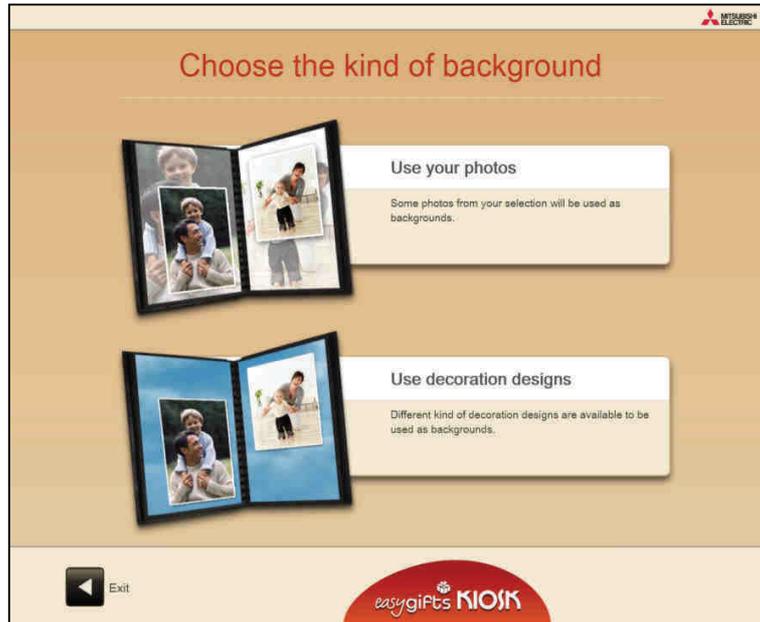
After the customer has chosen the folders with the photos, and by following the application's instructions, they can create an automatic album in just a few steps. This chapter describes the different screens and what they mean.

This service has no previous product selection, since it is defined automatically by the number of pages in the album and this, in turn, depends on the initial number of photos selected by the customer.

<sup>9</sup> Not available in Smart Kioskgifts

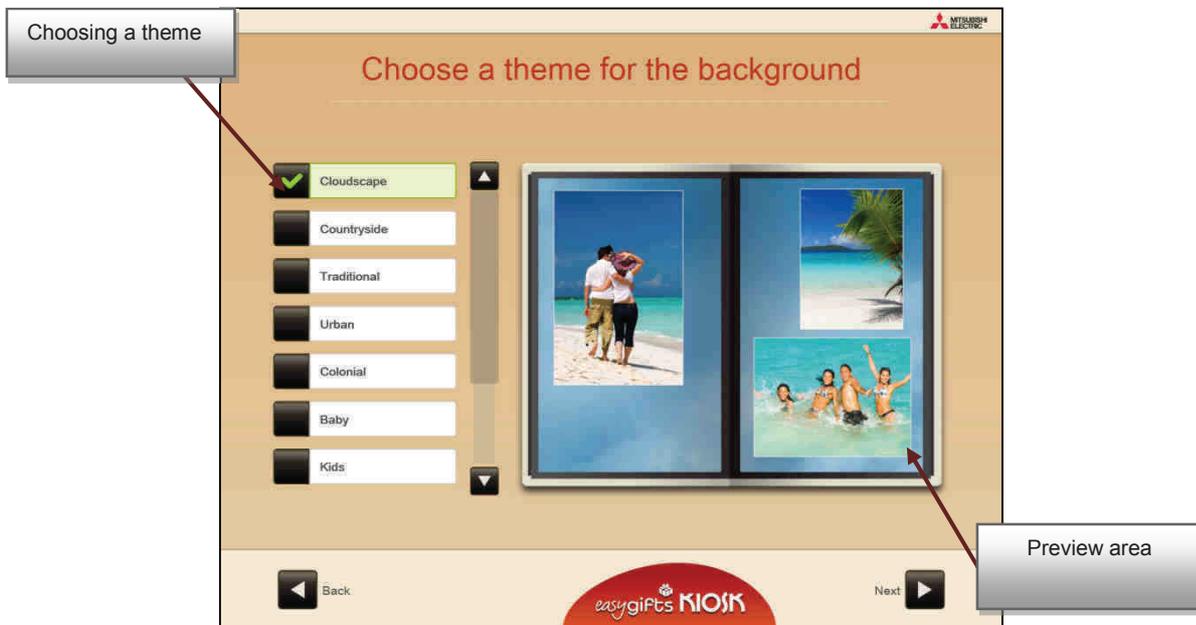
### 5.3.1.1 Type of background

The user can either use his/her own photos as a background of each page (the program automatically selects a photo from among the ones on the page) or choose a decorative background from various possible themes.



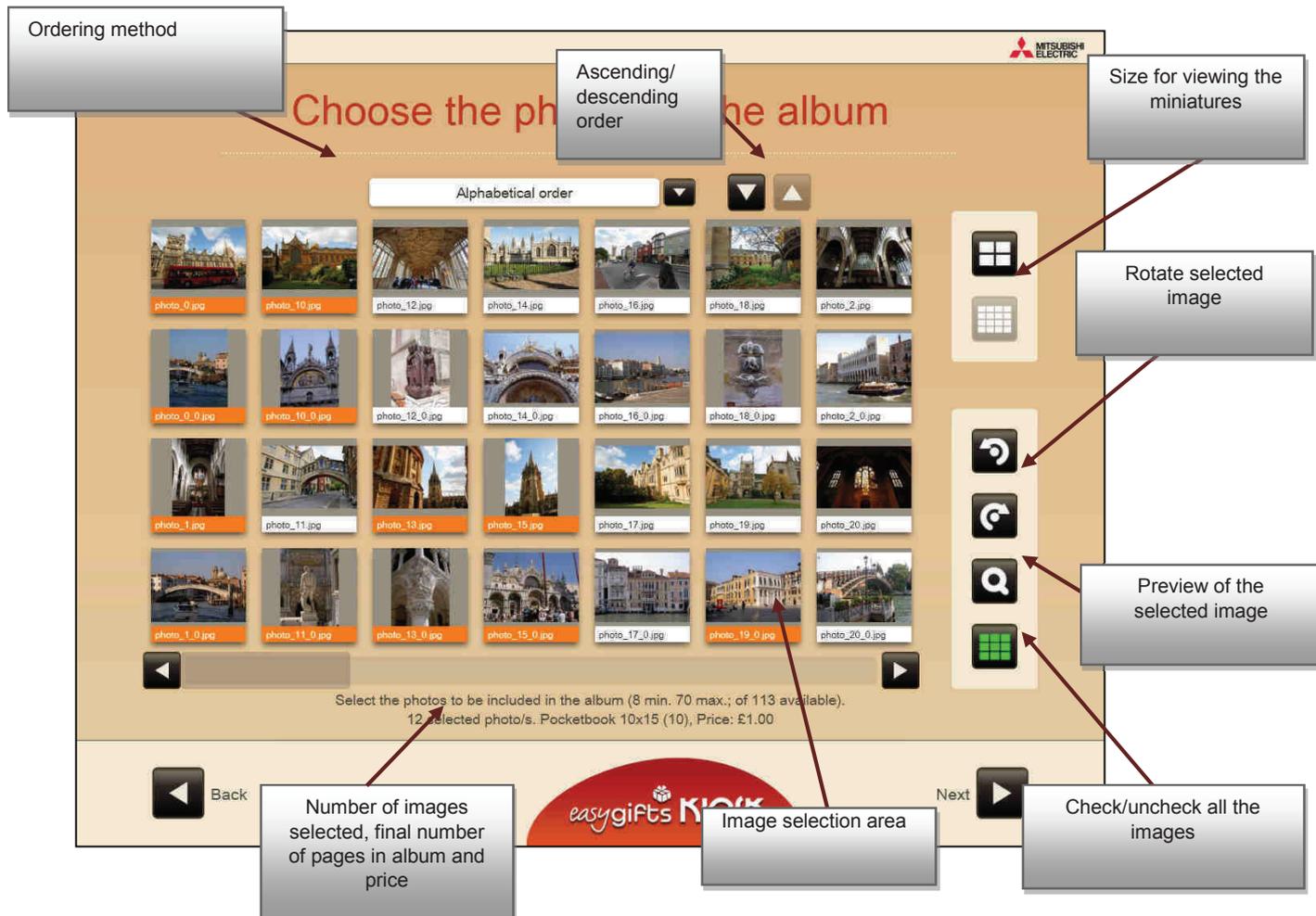
### 5.3.1.2 Selection of themes

If the Customer prefers to use decorative backgrounds for the album pages, he must now decide on the theme to be used. Each theme has several backgrounds which are applied at random to each page of the selected product. After pressing each theme, each of the different backgrounds in that theme are displayed for brief intervals of time.



### 5.3.1.3 Select pictures

Once you have selected the folders that you are going to process, the following screen will appear:



The images selected will change the colour of the lower bar with the name.

The pictures usually appear by the dates on which they were taken, from the oldest to the more recent. They can also be ordered by their modification date or in alphabetical order.

#### NOTE

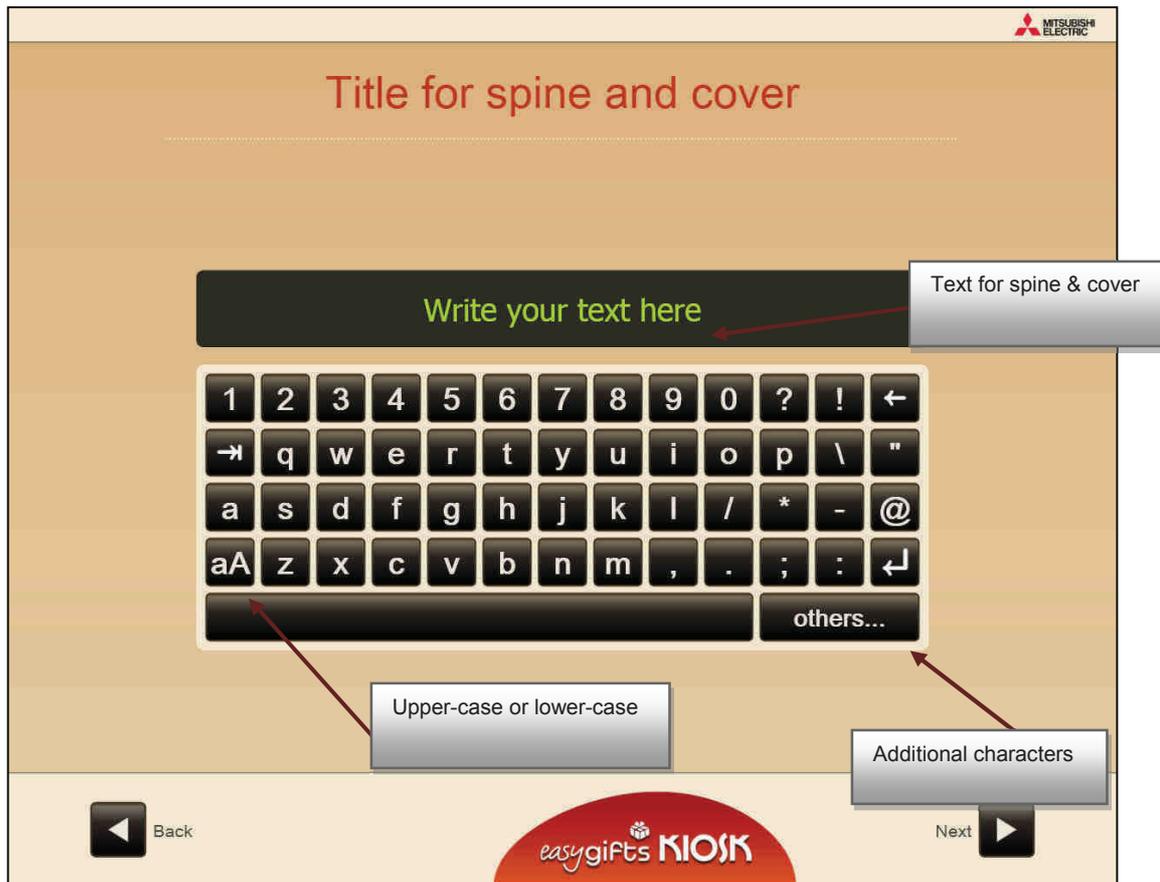
The number of images selected is indicated on the screen.

If the user does not select the minimum number of images required by the album, the lower right-hand button that allows the flow to continue will not function. A message will appear if you select too many images.

The user will not be able to continue unless he selects a number of pages that is within the limits indicated in the description that appears at the top.

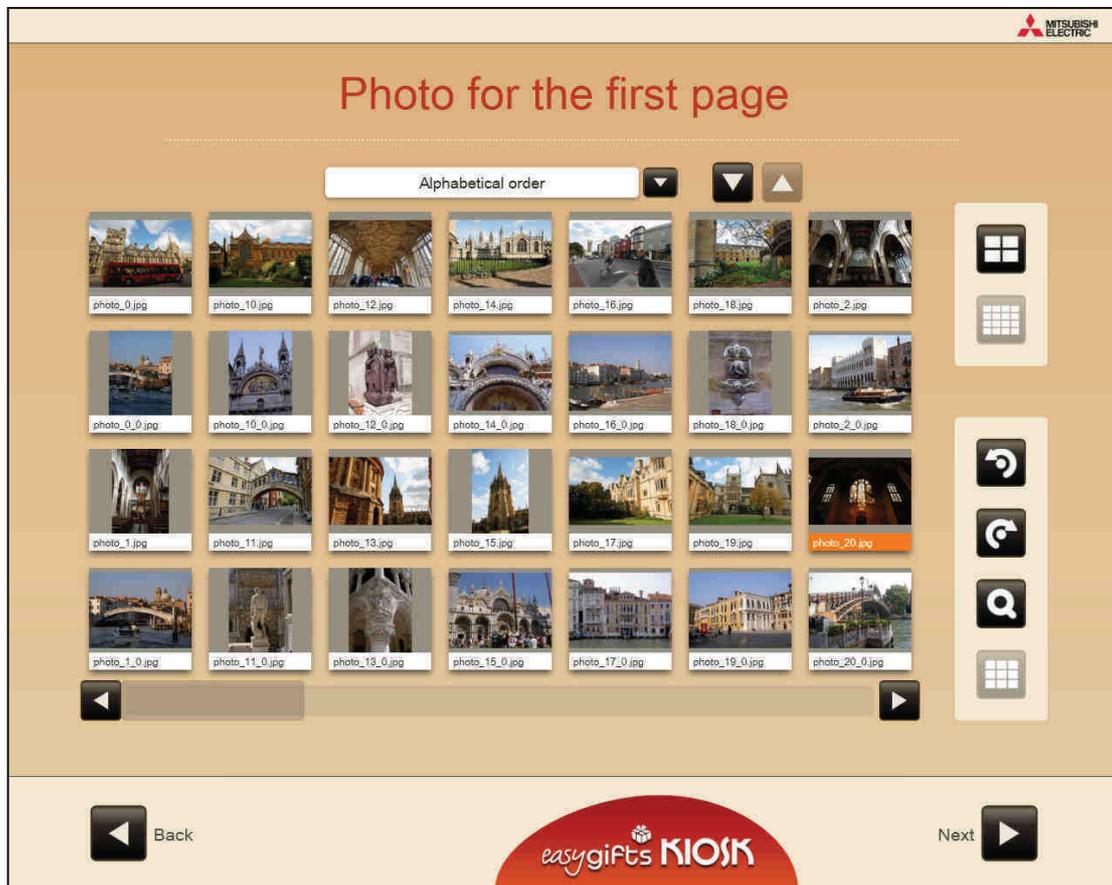
### 5.3.1.4 Write a title for the album

The user must enter the text that will be shown in both the spine and cover of the album:



### 5.3.1.5 Cover selection

After the title has been entered, the screen for selecting the image to be shown on the cover of the book will appear.



### 5.3.1.6 Automatic photo enhancement

If the service is configured to do this, the customer will be asked in the next step whether he wants to apply automatic enhancements to his photos.

Keep in mind that this process is fully compatible with the image adjustments made during the preview step and product edit, but the automatic enhancements will not be applied until the final composition of the album and, therefore will not be reflected on the screen during the edit.

### 5.3.1.7 Automatic composition

In this step the initial composition of the album will automatically be made with all the information that has been furnished during the previous phase.



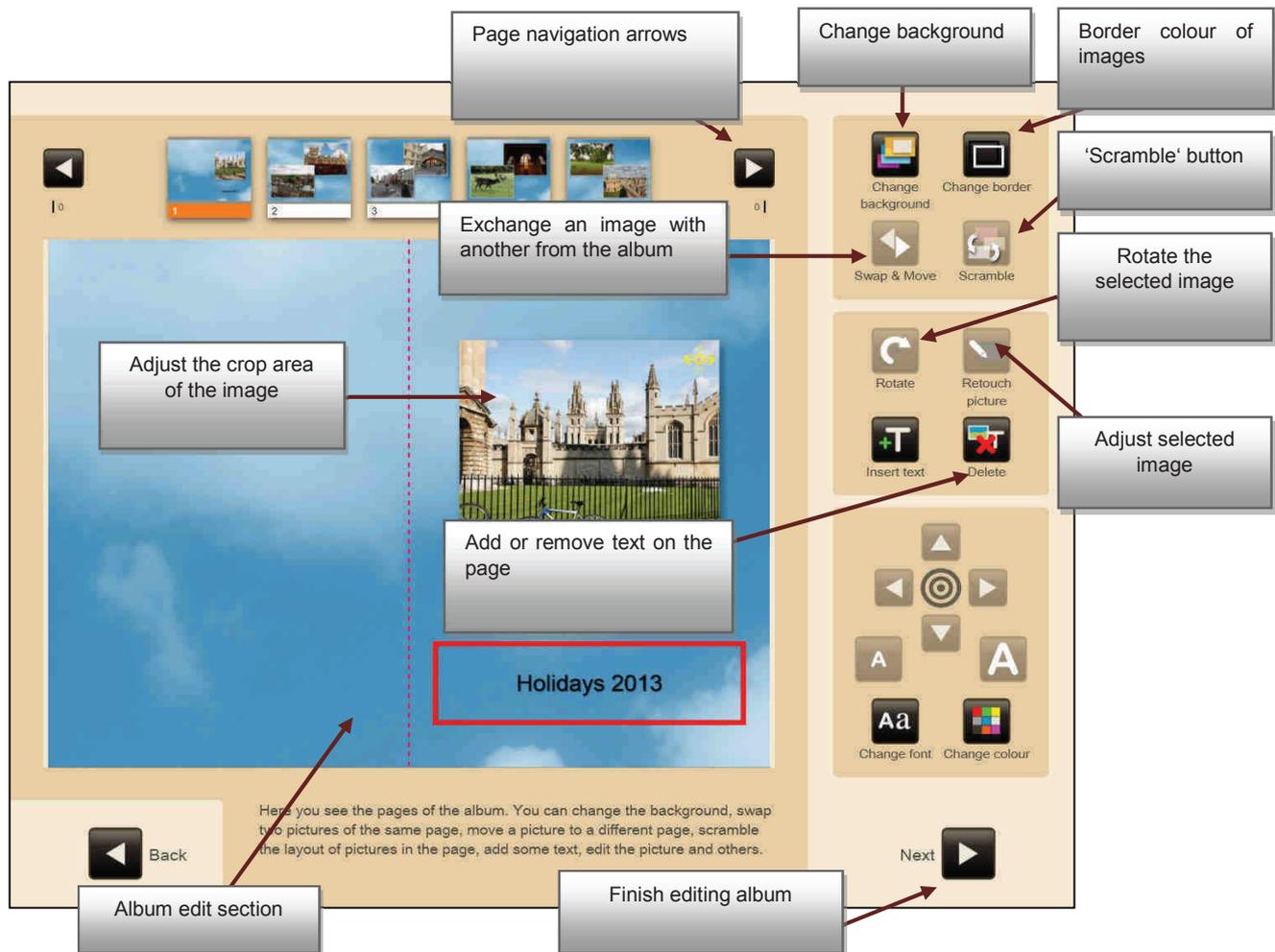
#### NOTE

If it is impossible to read any of the photo files during the process, a warning message will appear on the screen and the application will automatically return to the photo selection screen for the customer to confirm that he wishes to create the album again, but without including the damaged photos, which will now appear as non-accessible.

Once this process has been completed the user will enter the edit album screen.

### 5.3.1.8 Preview and product editing

In the edit screen the user can make different changes to the automatically-created album. The variety of changes is limited to prevent the customer from spending too much time editing, but different options have been studied to allow the customer to always obtain an album that is to his liking within the shortest space of time.



- **Framing the photo inside the rectangular area.** This can be done using the controls on the right or by touching the photo with your finger and changing its position. If the screen is a multi-touch screen, not only can it be moved but the zoom level can also be adjusted by increasing the distance between the fingers that are on the photo. This operation is known as 'pinch zoom'. The rotation can be adjusted by touching the photo with your fingers, as in the 'pinch zoom' but rotating them instead of opening them. Both actions can be executed simultaneously. If the screen is not a multi-touch screen, you can use the controls on the right to adjust the zoom level. The photo internal rotation function can only be used with multi-touch screens.
- **'Scramble' button.** Every time it is pressed the photos on a page are redistributed in a different way, so that you can choose from among different layouts.
- **'Delete' button.** One of the photos on the current page can be deleted and the layout of the other photos will automatically change to make up for the space left by that photo.
- **Move/exchange.** When this button is pressed two different actions can be taken:
  - You can drag a photo to another on the same page in order to exchange them.
  - You can move a photo from the current page to another page. To do this, move the photo to the top and release it on the required page. On releasing it the

change will be made and the layout of the photos on the original and destination pages will also be changed.

NOTE 1: A picture cannot be moved from a page where there is only 1 picture to any other page. The original page must not remain empty.

NOTE 2: Another reason why the moving or exchanging operation does not apply changes may be because the necessary combination of vertical and horizontal pictures has not been described for a potential new combination of pictures.

- **Change background.**
- **Change frame.**
- **Rotate.** Rotate the selected photo.
- **Retouch photo.**
- **Add Text.** When text is added, additional tools appear for changing its position, changing the font size, changing the type of lettering and changing the colour.

### 5.3.1.9 Order summary

Once you have approved the product changes, the following screen will appear:

**Product summary**

10X15cm

Touch the + and - buttons to change the amount of products

Price	Quantity
£1.00	- 1 +

This pack contains: 5 sheets

<b>Total</b>	<b>£1.00</b>
--------------	--------------

Back Next

easygifts KIOSK

MITSUBISHI ELECTRIC

Number of album copies

Price per album copy.

Total price, not including any possible additional taxes.

Finish creating album.

The next screen shows the selection of additional products so that the customer can add any other services or finish the current order, as seen in the relevant chapter.

### 5.3.2 Working with DPSLAB and MITSUBISHI ELECTRIC M.A.P. printer

To offer the Instant Photo Album product, you will need the the Kioskgifts applications related to this product, which are supplied with the basic software installation package, together with the MITSUBISHI ELECTRIC M.A.P. album printer.

Below the different stages of the Instant Photoalbum production are detailed.

After the Easygifts Kiosk main application has created an album order, this one will be managed by the DPSLAB application, together with the M.A.P. internal software and hardware.

This is the basic workflow of the Instant Photo Album orders:

1. The order is sent to the Dispatcher core application, that keeps the orders cue and waits for their validation.
2. Once the order has been validated (by someone in the shop or by an automatic process), the DPSLAB software module takes the request (an order is divided into different requests depending on the services and products of which it is comprised) and processes it. The request enters the 'PROCESSING' state, as shown in the DPSLAB module information grid. From then on the order that corresponds to the request enters the 'Batch Executing' mode (if the equipment default configuration has not changed). This means that the order will be executed simultaneously to other processes, without any progress information being shown to the final customer.
3. Only when M.A.P. is ready and it's not busy producing another 'request', DPSLAB sends the current 'request' to the M.A.P.. The green led located in front of M.A.P. is blinking when producing an album. The 'request' enters the 'TRANSFERRING' status.

DPSLAB will accept and process simultaneously several Instant Photo Album 'request', but only one can be sent simultaneously to the M.A.P. Until this 'request' is not finished, the next one won't be sent.

All the Instant Photo Album orders sent consecutively to DPSLAB will show the half of the total execution progress in the Dispatcher screens. This means that all the requests have been processed but have not yet been generated by the M.A.P.

4. When the album is finished, the green led in front of M.A.P. stops blinking. If any other 'request' of M.A.P. was waiting in batch executing mode, it will be sent to M.A.P. and the new album will start printing.

When a foreseeable incidence occurs in the M.A.P. machine, like when it runs out of inksheet, paper or glue, the DPSLAB keeps the current 'request' in production continuously, checking its status every 60 seconds. This means that the order appears in Batch Executing mode in the Dispatcher admin interface: the order doesn't change to error status, otherwise when being sent again to the DPSLAB the book would start from the beginning. The staff of the shop will know about the problem condition because the yellow led in front of the M.A.P. is blinking: this is the signal for the operator when the machine requires the current consumable to be replaced by a new one. When the problem is solved, changing the old media by the new one for example, the yellow led will stop blinking and the machine will go on producing the album.

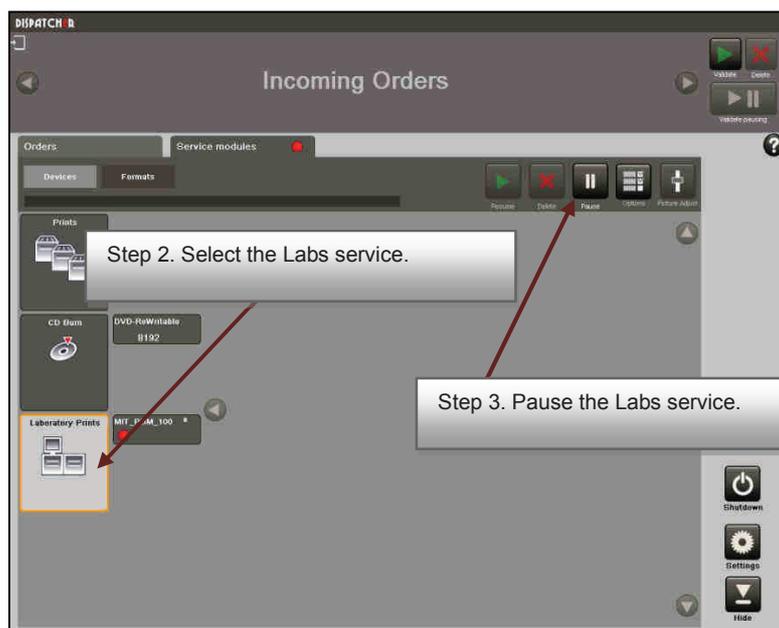
When a major incidence occurs, like paper jam inside the machine, the red led in front of M.A.P is on. Also in this case, the status in the order at Dispatcher interface remains

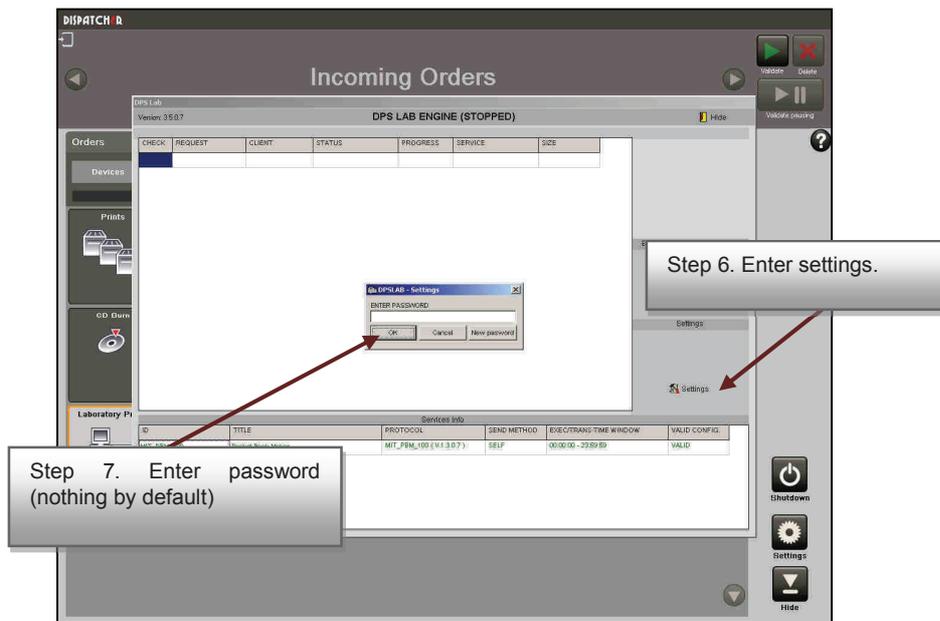
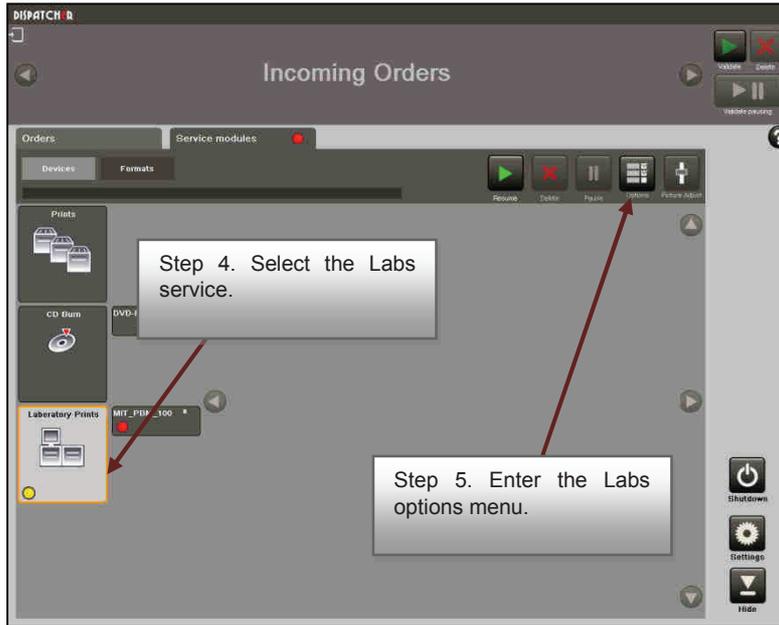
in batch executing mode. This allows the operator to solve the issue and not to lose the current album production.

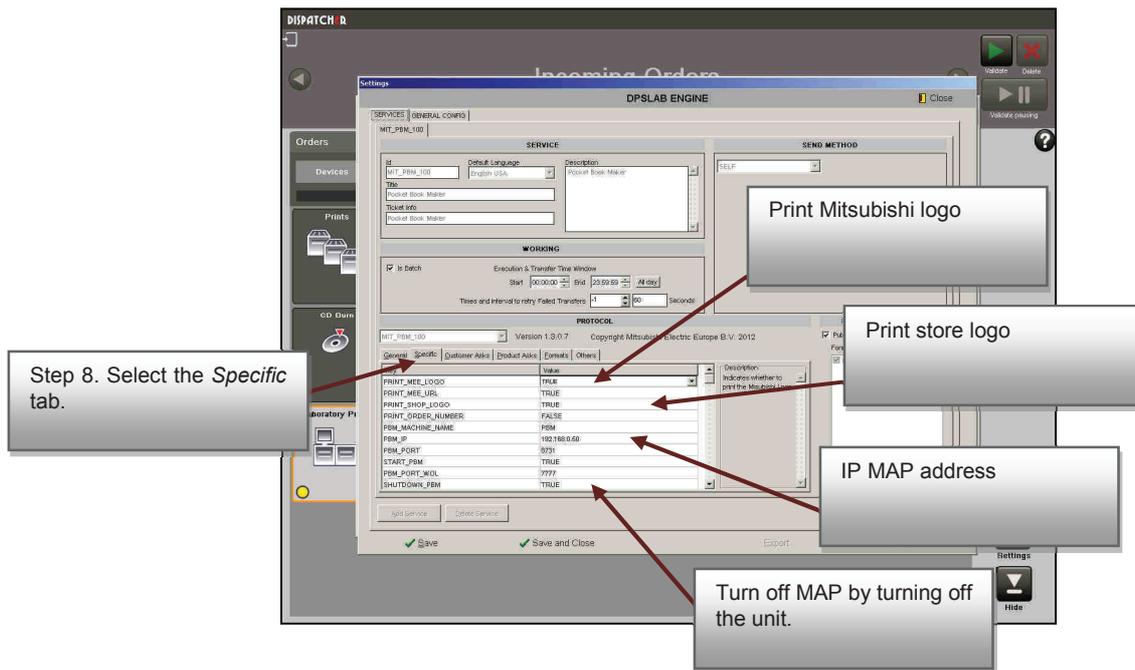
**NOTE:** during the album production, any error management is done by the internal M.A.P. software. The status of the order is ok for the DPSSLAB software.

### 5.3.3 'Instant Photo Album' service administration: initial steps

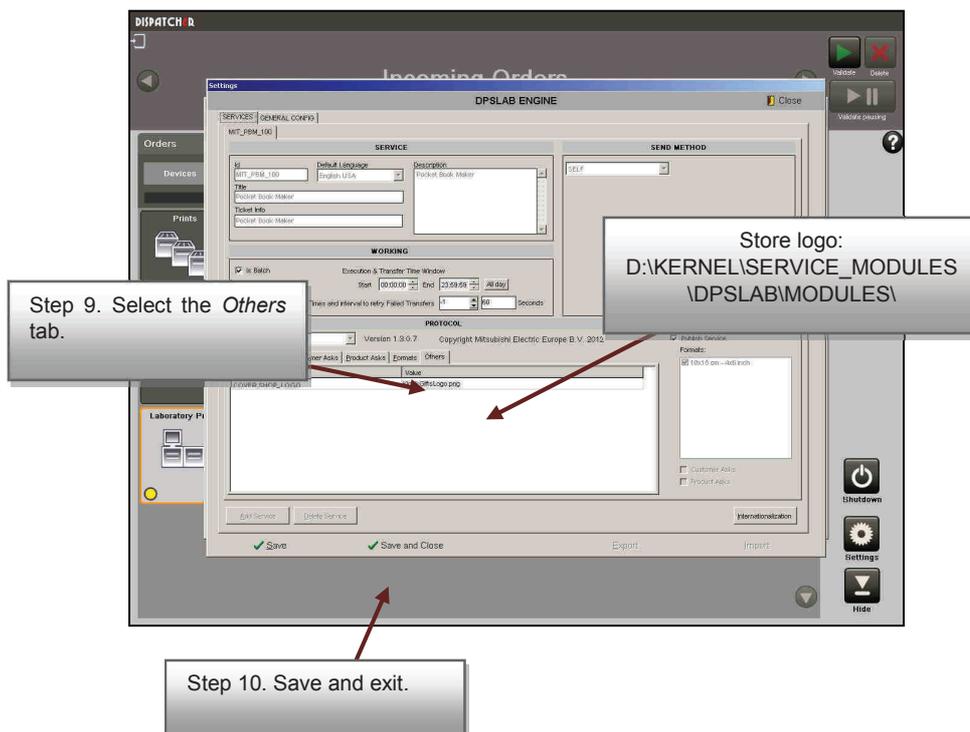
Before using the Instant Photo Album, review the laboratory shipping module settings, DPSSLab. To do so, follow the steps below.





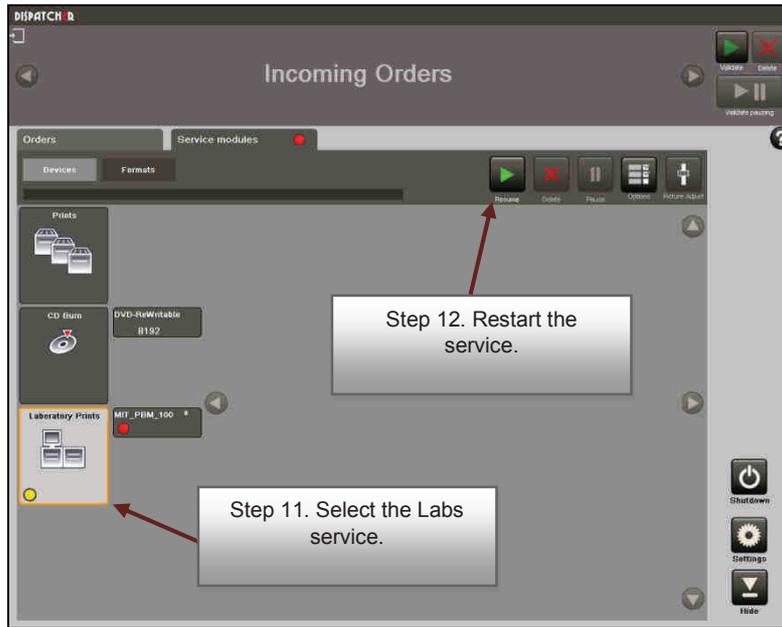


The system comes preconfigured for the Instant Photo Album service function without any need to change settings. The IP address of its Mitsubishi MAP is 192.168.0.50 by default.



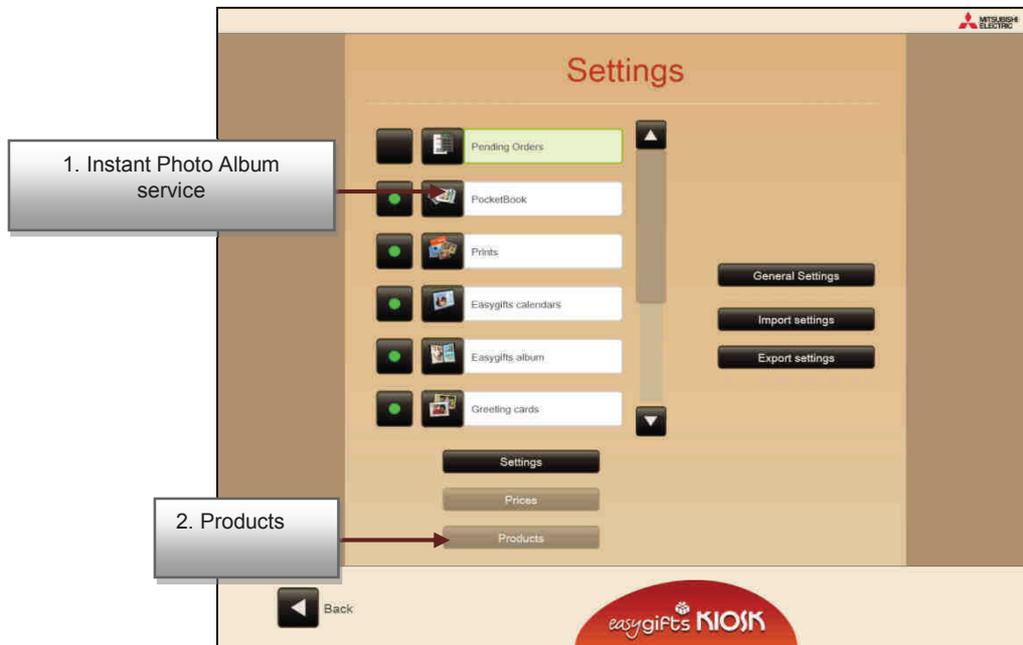
**NOTE**

To change these settings, a minimum technical knowledge of the unit is required. Contact your dealer or authorised service centre.



### 5.3.4 'Instant Photo Album' service administration: creating and editing products

To configure the Instant Photo Album service products, select the Instant Photo Album service on the settings screen and then press the 'Products' button.



The list of current products will appear. On the left of each product, marked with a green dot, those products that are activated, and consequently available to the Easygifts Kiosk user, will be shown.

Use the arrow keys on the top at the left to reorder the position of the products in the list shown to the end user.



The software is configured in a pre-determined way with all the possible products. This service does not require you to add or delete products, but just edit some of their properties.

After selecting a product, press the edit button to see the basic common parameters for all the products, irrespective of the service. These are explained in the previous chapters and the specific additional information of the products for this service.



The specific properties of these products include the following. It is not advisable to change these values for this type of product:

- Orientation.

- Minimum and maximum number of photos. Critical values, these values must not be changed.
- Layouts file: photograph layouts based on their orientation and the number of photos on each page. It must not remain empty, and must be correctly configured.
- Decorative background theme routes.
- Position for moving the content of the page with respect to the fold axis.
- Size of the covers, which depends on the thickness of the album.
- Shadowed text (default option).
- Spine text direction.
- Pages with just one photo. The value cannot be higher than the minimum number of photos of the product.
- Use of the cover.
- Thickness and colour of the photo frames.

#### NOTE

To change these parameters it is necessary to have a thorough knowledge of the software. It is not advisable to change any of these parameters since an incorrect value could result in the service not operating correctly or the product generated being incorrect.

### 5.3.5 'Instant Photo Album' service administration: editing prices

To edit the prices of the different products, proceed in the same way as for the other services, by selecting the Instant Photo Album service in the main configuration screen and pressing the 'Prices' button.

### 5.3.6 'Instant Photo Album' service administration: general configuration

The only parameter to be configured generically for this service is the automatic image enhancement, which has been explained in previous chapters of this manual. It is advisable to leave this option activated, since the final result of the album will be much more attractive.

### 5.3.7 Magic Foto in Instant Photo Album<sup>10</sup>



When the Magic Foto option is activated in the Instant Photo Album configuration, an icon with a mobile inside a red circle will appear on the service, telling the user that it is available.

#### 5.3.7.1 Magic Foto in Instant Fotoalbum: workflow

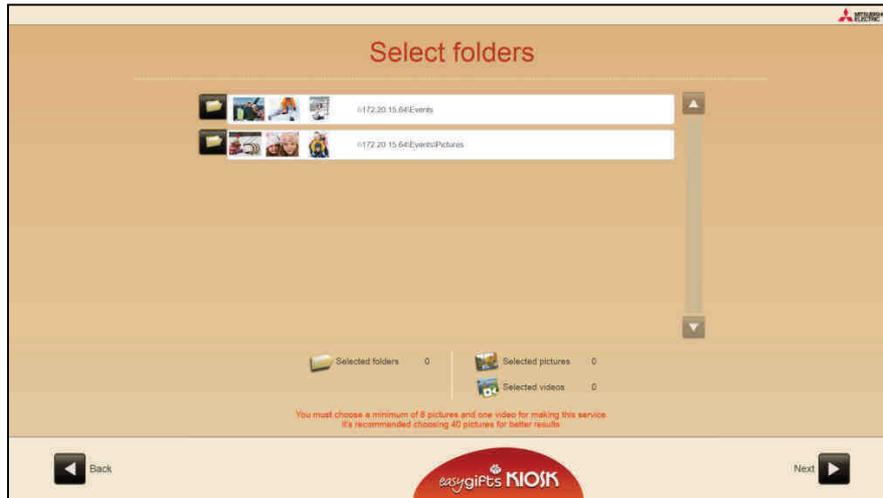
The service will start when the 'Instant Photo Album' button in the home screen is pressed. First of all the user will be asked what type of Instant Photo Album he/she wants to make: a standard one or one associated with a Magic Foto.



When 'Standard' is selected, an 'Instant Photo Album' service will be started. See section 5.2 for more information.

If 'Magic Foto' is selected, as in other services, the user is allowed to choose the source of the work files. After making the choice the user can select the folders where the images and videos are located.

<sup>10</sup> Not available in Smart Kiosk gifts



### 5.3.7.2 Type of background

The user selects the type of background in the same way as for a standard Instant Photo Album.



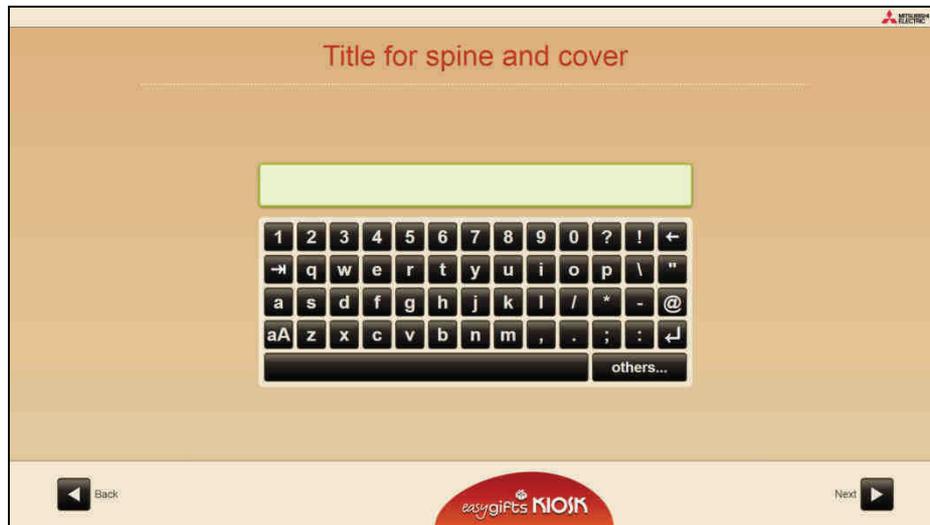
### 5.3.7.3 Photograph selection

The following screen shows all the photographs in the folders which the user can select for including in the album.



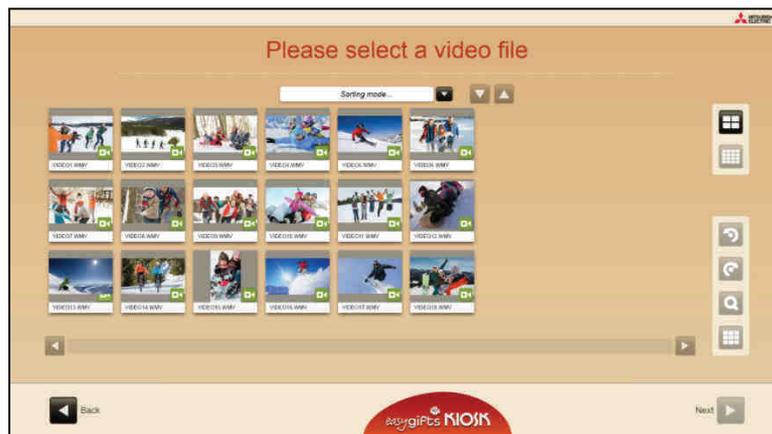
### 5.3.7.4 Writing a title for the album

The user enters the title which will appear on the spine and the cover of the album.



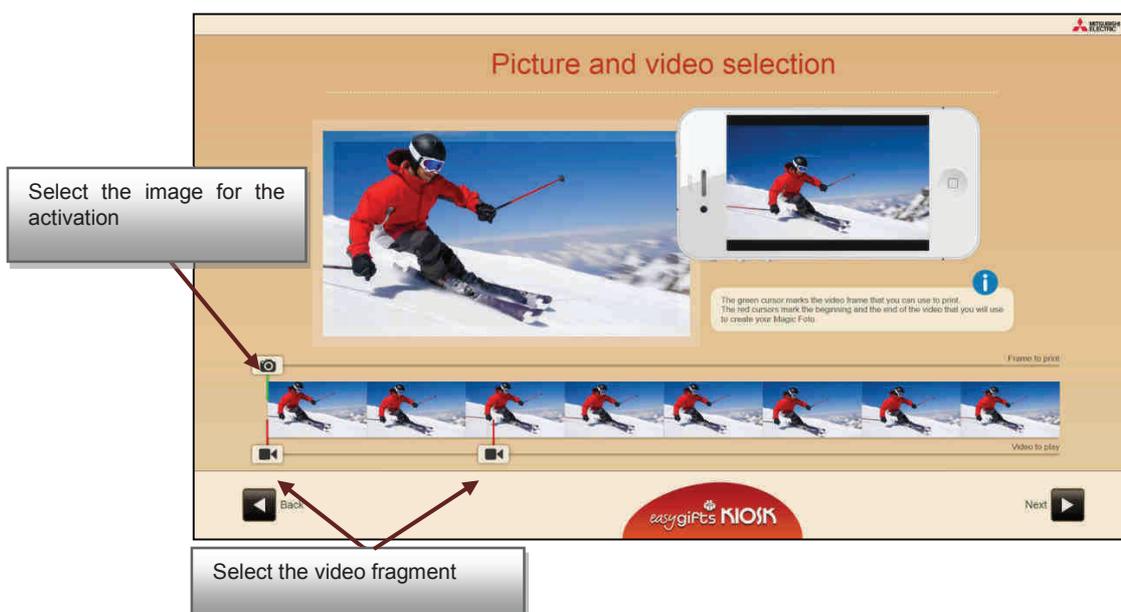
### 5.3.7.5 Video to be shown in the 'Magic Foto' App

The video to be used in the next step is selected in this screen.



### 5.3.7.6 Video fragment

The user selects the video fragment which will be shown later in the screen of his/her mobile device through the 'Magic Foto' App when the camera is aimed at the printed photo. The user can also select a snapshot to be used as an activated photo (printed in the final product). To do this, it is necessary to move the controls above and below the video images.



### 5.3.7.7 Photo on the first page

The users can select the photo for the first page and make touch-ups. Before going on to the next screen a check is made in an Internet Server to ascertain whether the photo is valid for automatic identification a posteriori with the 'Magic Foto' mobile application. If it is not valid the final user will be informed in this respect and he/she is allowed to go back a few steps to select a different snapshot in the video or another video.



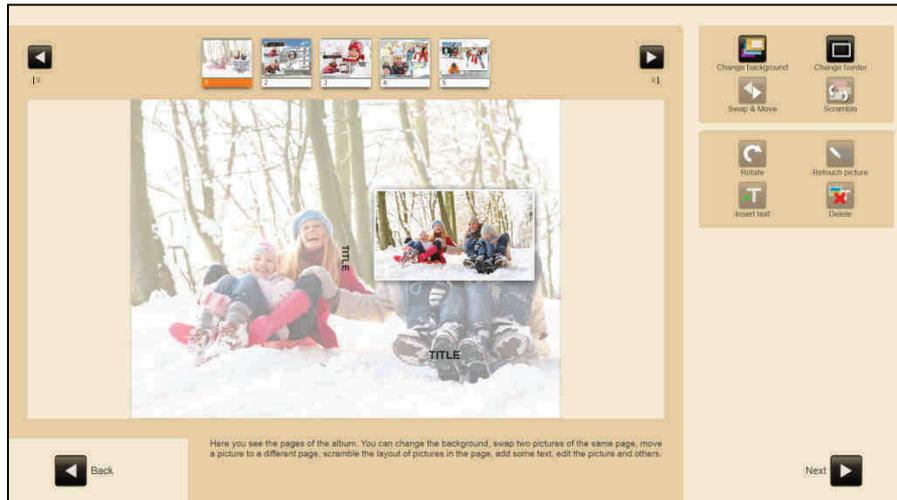
### 5.3.7.8 Preparation

In this step the initial composition of the album is automatically made, with all the information furnished during the previous phase.



### 5.3.7.9 Preview and editing of the product

The user can touch up the album pages as in the other services.



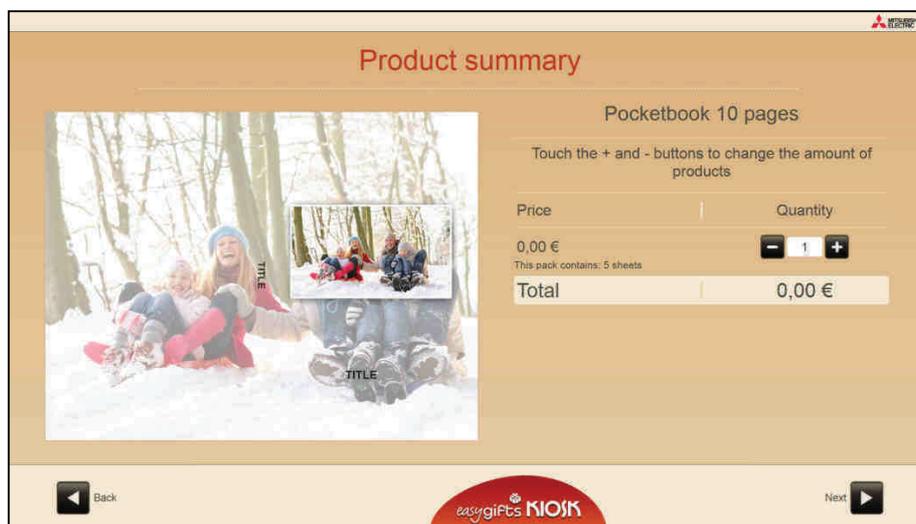
### 5.3.7.10 Automatic improvements

If the product has the automatic enhancements option activated, in this screen the user decide to apply them all to all the pages of the album.



### 5.3.7.11 Order Summary

Lastly a summary of the product is shown.



## 5.4 'EasyGifts Album' service

EasyGifts Album is a software application that allows you to easily create the individual pages of the 'Easygifts Album' photo book.

The 'EasyGifts Album' is an instant, customised photo book that is available in different sizes and printing method (one side or double side, depending on the printer models available). Ask your distributor for more information about the solution and references of the EasyGifts Album' product.



This service has a workflow and options that are very similar to those of the Instant Photo Album service, which is described in the previous chapter.

For this reason it is also possible to work with automatic photo layout templates on the pages of the album and have the option of adding customised texts and use the photos themselves or the pre-designed backgrounds to fill in the background on each page.

### 5.4.1 'EasyGifts Album' service: work flow

After the customer has chosen the folders with the photos, and by following the application's instructions, they can create an automatic album in just a few steps.

This chapter describes the different screens and what they mean.

(Since this service is quite similar to the Instant Photo Album service, the following sections of this chapter refer to the Instant Photo Album chapter sections that may be identical).

#### 5.4.1.1 Product selection

Unlike the Instant Photo Album product, the 'Easygifts Album' allows you to choose the type of product, based above all on the different print sizes and the option (1 side / 2 sides), and also in some cases, on the number of pages.



After selecting the product, proceed in the same way as for the Instant Photo Album service:

- Choose the type of background,
- Select the decorative theme, if required,
- Select the photos to be included in the album,
- Enter the text that will appear on the first page of the book,
- Select the photo that will also appear on the first page,
- Request the automatic correction of the photos,
- Automatic creation of the album,

- Album edit screen and
- Order summary screen, for the purpose of changing the number of copies of that album that are to be printed.

### **5.4.2 ‘EasyGifts Album’ service administration: creation and editing of products**

To configure the products of this service, select the ‘Easygifts Album’ service in the configuration screen and then press ‘Products’.

The specific properties of these products include the following. It is not advisable to change these values for this type of product:

- Orientation
- Minimum and maximum number of photos
- Layouts file: photograph layouts based on their orientation and the number of photos on each page.
- Decorative background theme routes
- Position for moving the content of the page with respect to the fold axis
- Size of the covers, which depends on the thickness of the album
- Shadowed text (default option)
- Pages with just one photo
- Use of the cover
- Thickness and colour of the photo frames

### **5.4.3 ‘EasyGifts Album’ service administration: editing prices**

To edit the prices of the different products proceed in the same way as for the other services, by selecting the Instant Photo Album service in the main configuration screen and pressing the ‘Prices’ button.

### **5.4.4 ‘EasyGifts Album’ service administration: general configuration**

The only parameter to be generically configured for this service is the automatic image enhancement, which is described in previous chapters of this manual. It is advisable to leave this option activated, since the final result of the album will be much more attractive.

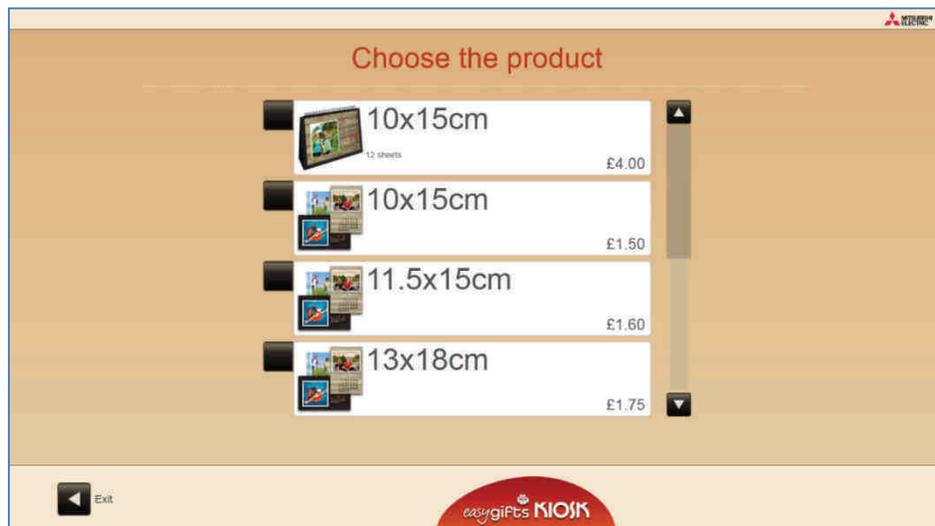
## 5.5 'Calendars' service

This service allows the customer to print his or her photographs in calendars of different sizes and formats, and on one or both sides (the CPDW5000DW printer is required).



### 5.5.1 Calendars: work flow

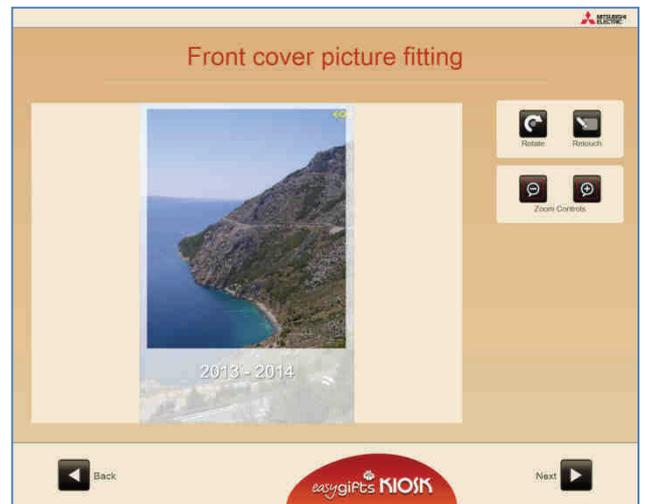
When you press the 'Calendars' button on the main screen, this service will open. So the first step will be to select the product.



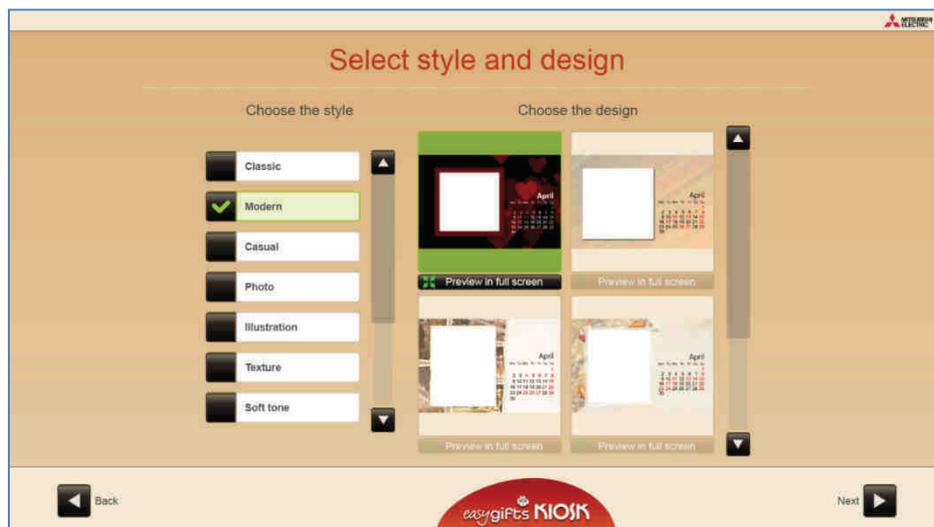
The starting month and year can then be selected.



If a calendar product with a cover has been selected, the screen for selecting the cover photo will appear and then another screen will allow it to be inserted, depending on the product cover design. The photograph can also be edited and rotated if wished.

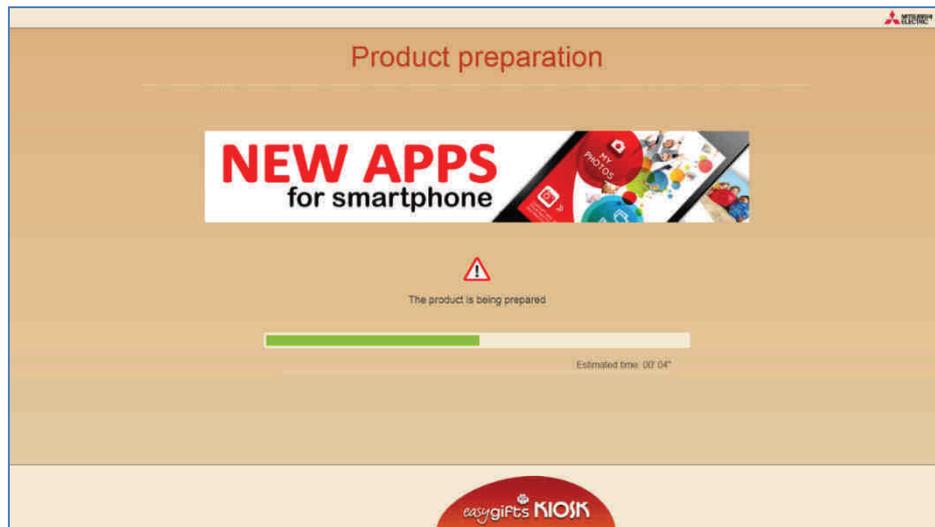


A style and a collection of backgrounds can be selected for creating the calendar.



Before entering the edit screen, the information with respect to days and months is automatically prepared in accordance with the local configuration and parameters chosen by

the user (the initial year and month) and is then painted on each of the backgrounds. This process may take a few seconds.



In the edit screen, different photos can be assigned to each of the backgrounds.

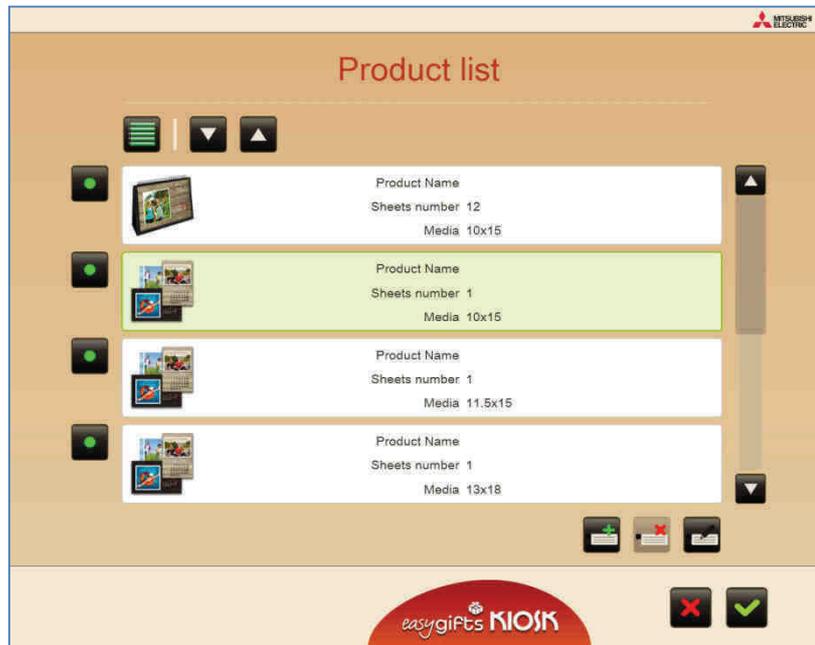
The size and position of the photo on each calendar leaf can be adjusted, and the photo can be edited with the habitual retouching tools. The size and position can also be adjusted by touching the photo and executing the movements compatible with screens that implement multi-touch technology.



Once the photos have been assigned to all the calendar leaves, the user is taken to the automatic photo enhancer screen, the summary of the product ordered (where several copies can be requested of the same calendar), preparation of the product to be printed and lastly the screen for starting other possible services in the same order.

### 5.5.2 'Calendars' service administration: product creation

The administration of the different products in this service is the same as the administration of the 'Prints' service, which has already been explained in this manual.



### 5.5.3 'Calendars' service administration: editing prices

The administration of the different prices for each product in this service is the same as that of the other services.

### 5.5.4 'Calendars' service administration: settings

In this section, the service is configured if it provides the automatic image enhancements and also allows the annual calendar application to be launched: local bank holidays, calendar languages, etc.

## 5.6 DVD/CD burning<sup>11</sup>



This service allows the customer to burn CDs/DVDs of his or her pictures or to make a complete copy of all his or her files.

### 5.6.1 DVD/CD burning: work flow

When you press the 'DVD/CD burning' button on the main screen, this service will open.

After selecting the folders of the images that are to be included, the following screen will appear:



<sup>11</sup> Not available in Smart Kioskgifts

- Press 'Select all' to save all the files that are in the previously-selected folders.
- Press 'Partial selection' to select the files for inclusion.

### Select photographs

After pressing 'Partial selection' the following screen will appear:



To select the pictures or files for inclusion, the user must press each one or press the 'Select all' button. Only the miniatures of files which are recognised as image types will be shown, and those that are not recognised as such will be shown with a neutral icon, although they can also be selected for inclusion in the saving operation.

As the user adds files, the space taken up by them in the carrier will be shown in the bar at the bottom which is used for the saving operation. If the capacity is exceeded, the user will not be able to add any more files.

#### 5.6.2 'DVD/CD burning' service administration: product creation

The default parameters of the only product available belong to a standard DVD-type carrier. If carrier capacities that are higher or lower are to be used for saving, select the corresponding size in the 'Media' list.

#### 5.6.3 'DVD/CD burning' service administration: editing prices

The administration of the different prices for each product in this service is the same as the 'Prints' service, which has already been explained in this manual.

## 5.7 Greeting cards

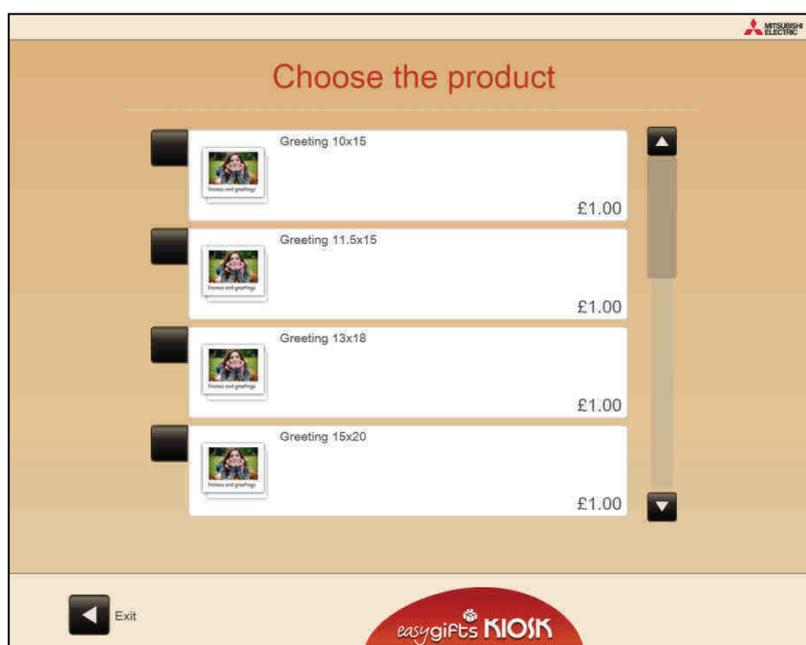


This service allows customers to create different types of products such as Christmas cards, cards for births and christenings, birthday cards, children’s birthday cards, etc., and add decorative frames to their photographs and print them out in various formats.

In the event of having a double-side printer, a larger and more interesting range of products can be offered.

### 5.7.1 Greeting cards: work flow

After pressing the ‘Greeting cards’ option in the home screen, this service will be activated. After selecting the folders with the photographs the product selection screen will appear,



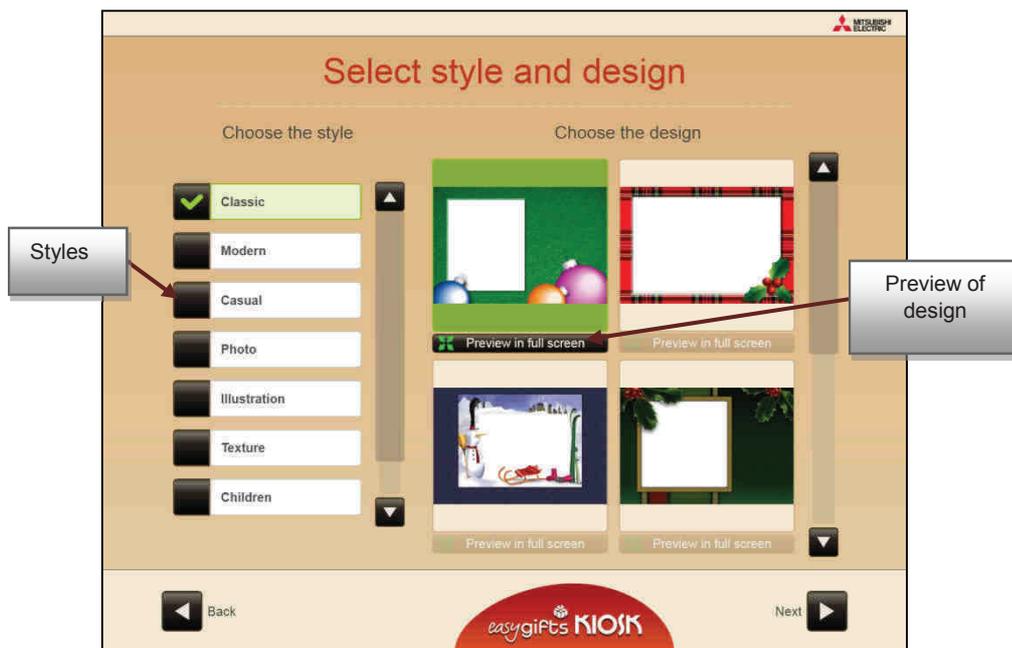
normally associated with a print size. The price is shown for each product.

Then a preliminary design filter is shown depending on different categories.



After selecting the product, the screen for selecting the available styles and designs for the product created will appear. Some of the designs may be repeated in different styles.

In double-side products, a miniature of the interior and exterior design is shown.



After selecting the design, the user is taken to the edit screen where he must select the photo to be inserted into the design and make the necessary adjustments.



Some designs may have a specific text such as 'Happy Christmas', 'Happy Holidays' etc. or a default text such as 'Enter your text'. Regardless of the content, the text can always be changed by the end user.

The position of the photo in the frame area can be changed by dragging your finger over that part of the screen or using the controls displayed on the right.

The frame can be adjusted in full by touching the photo, if the screen is a multitouch screen.

To change the current design use the design change button. Every time it is pressed the design is changed cyclically in the group of designs from the same style. The content of the text does not change, but the text position or colour does, because this is information provided by the designer in order to always obtain the most attractive result.

The retouch button allows you to make changes to the image, as already explained in other sections of this manual.

Press the 'Edit text' button to change the lettering, size, colour and shadowing of the font and the content of the text.

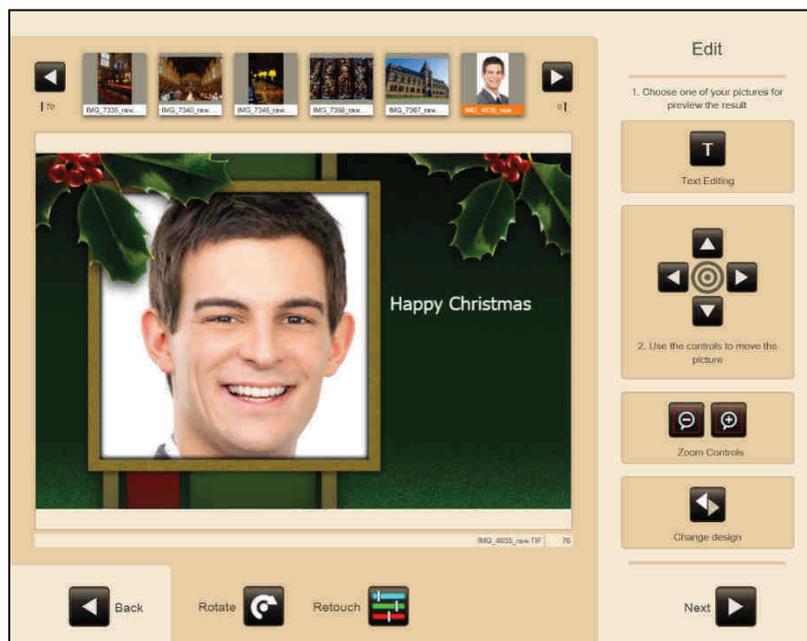
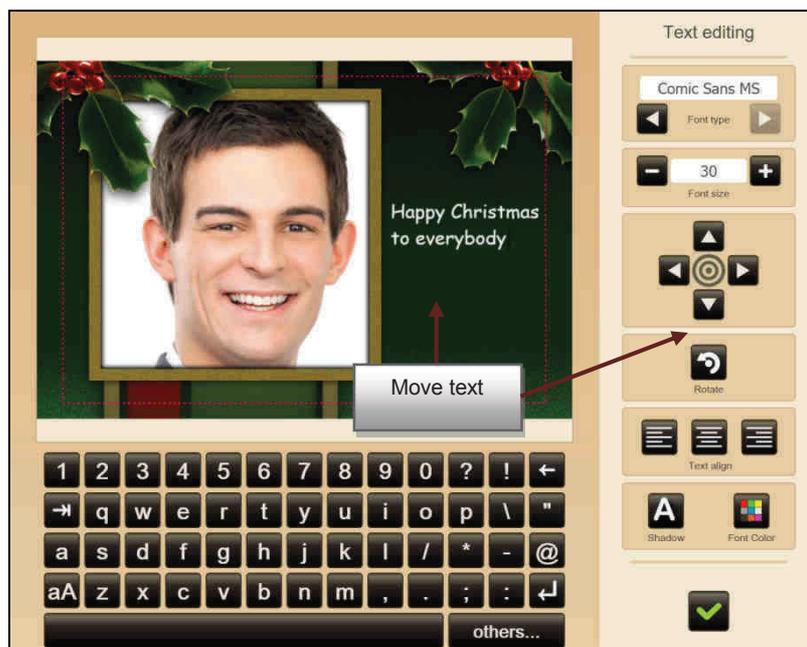
The edit screen has a keyboard at the bottom. As the character are entered, they are shown in real time on the screen.

The text can be moved by dragging your finger over the design directly or using the arrow keys on the right.

To rotate the text at small angles, lightly press the rotate button. To rotate at 90, 180 or 270 degrees, keep the button pressed.

Since the text allows for line breaks, 3 different text alignments are also available: left, centred and right.

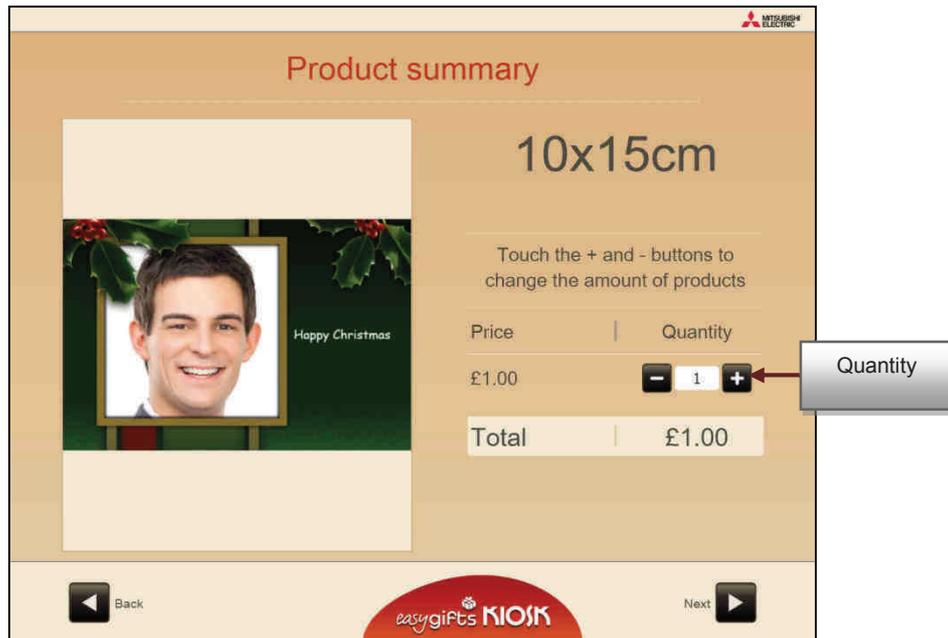
To accept or cancel the changes made to the text in this screen, press the validation button on the right at the bottom.



Once the image has been inserted and the text defined together with its characteristics, press 'Next' to continue.

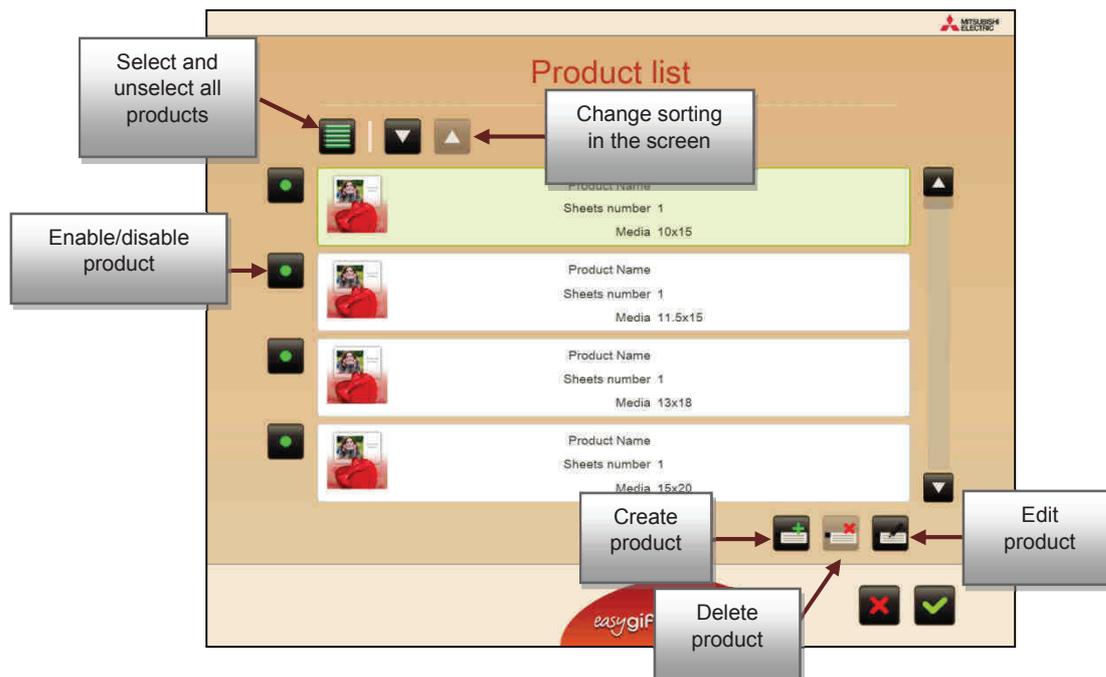
The customer will be asked whether he/she wishes to apply any automatic enhancements to the photos, if the application is configured in this mode.

Then a summary is shown of the Greeting product ordered. It is also possible to increase the quantity. For some products which comprise a pack of several cuts of paper (3 or 4 panoramic cards created from consecutive cuts of an A4 sheet, for instance), this quantity refers to the number of packs and not to the total number of copies.



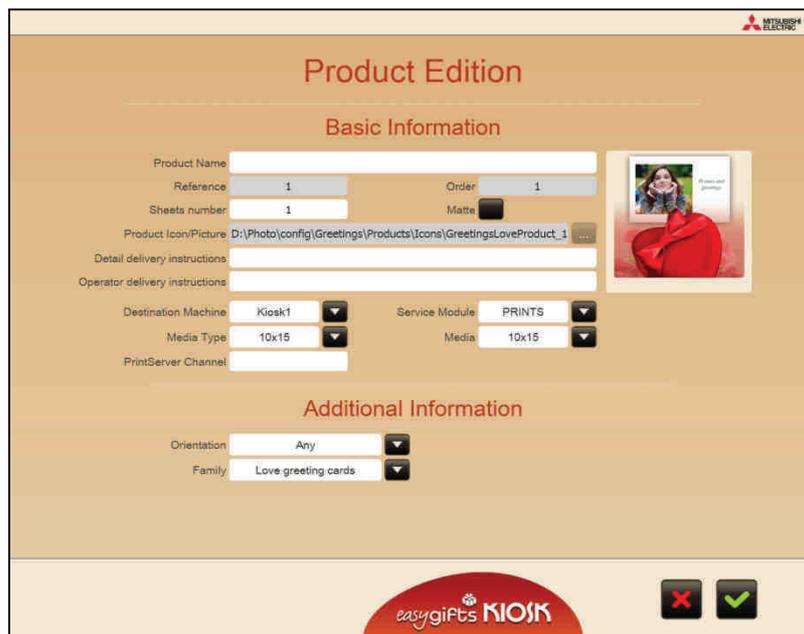
### 5.7.2 'Greeting cards' service administration: product creation

The administration of the different products in this service is similar to other services that have been explained in this manual already. In the product administration screen each product can be activated/deactivated, the order of appearance on the screen for the end customer can be changed and new products can be created and each of them deleted or edited.



On entering the edit part, in addition to the basic common values with other products from other services, the following additional values can also be changed:

**Orientation.** If the product is vertical, horizontal or any. The default choice is any, if the user does not want to differentiate the product and therefore its price, based on this concept.



If for any reason (changes in the publication of formats by the printing server, for instance), a product cannot be created, that product will be deactivated on the operator screen and will appear on an orange background.



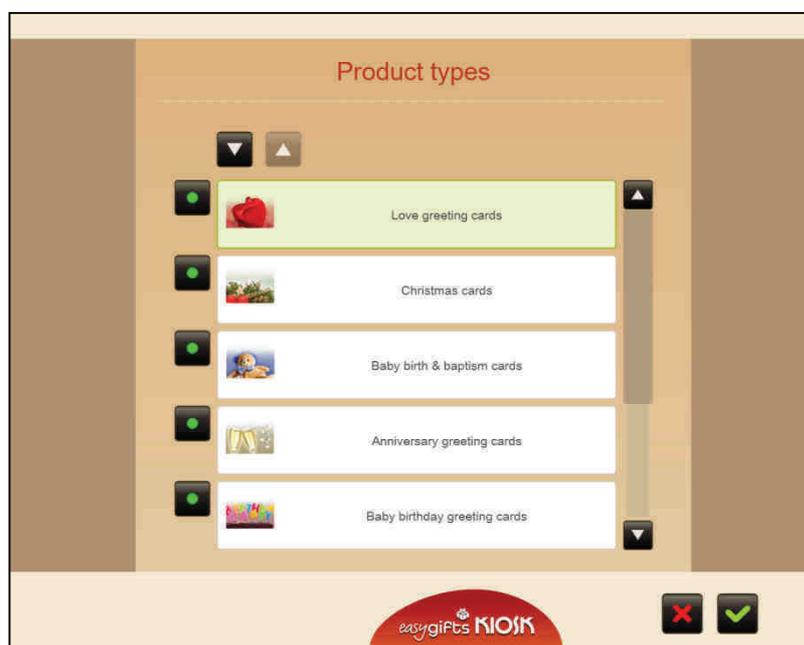
### 5.7.3 'Frames and Greeting cards' service administration: editing prices

The procedure for editing the prices of the different products is similar as for the other services, by selecting the service 'Frames and Greeting Cards' in the home configuration screen and pressing the 'Prices' option.

### 5.7.4 'Frames and Greeting cards' service administration: settings

In this part the application is configured in the event that the service has the automatic image enhancements and also permits the product types to be configured.

**Product types.** This button is used to access a configuration screen in which the different Greeting product families or types are activated or deactivated. The order in which they are shown on the screen can also be changed.



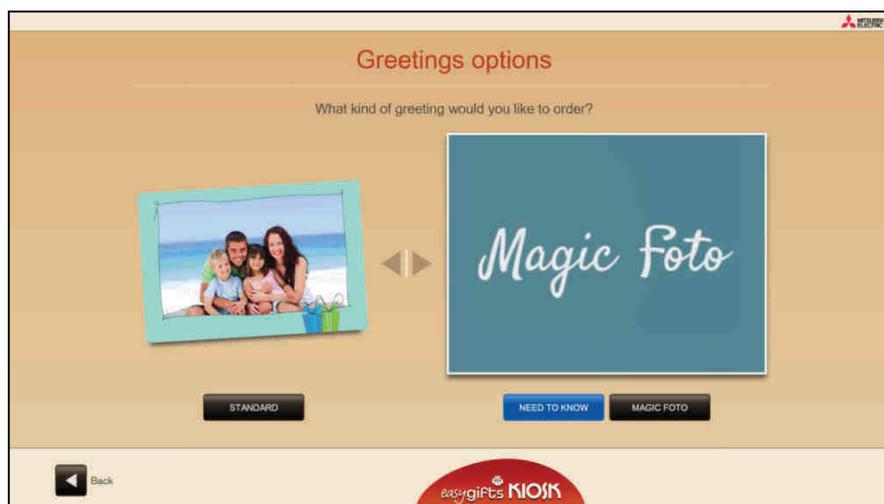
## 5.7.5 Magic Foto in Greeting Cards



When the Magic Foto option is activated in the Greeting Cards configuration, an icon with a mobile inside a red circle will appear on the service, telling the user that it is available.

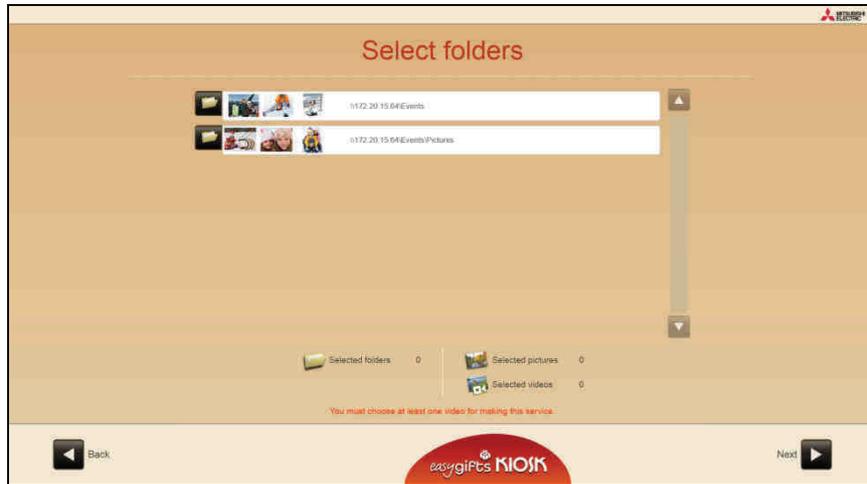
### 5.7.5.1 Magic Foto in Greeting Cards: workflow

The service will start when the 'Greeting Cards' option in the home screen is pressed. First of all the user will be asked what type of greeting he/she wants to make: standard or associated with a Magic Foto.



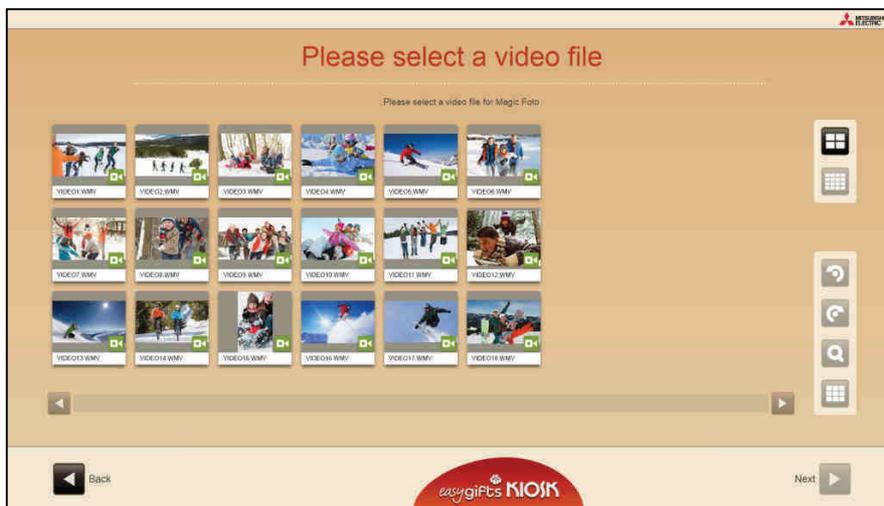
When 'Standard' is selected, a 'Greeting Cards' service will be started. See section 5.7 for more information.

If 'Magic Foto' is selected, as in other services, the user is allowed to choose the source of the work files. After making the choice the user can select the folders where the images and videos are located.



### 5.7.5.2 Video to be shown in the 'Magic Foto' App

The video to be used in the next step is selected in this screen.



### 5.7.5.3 Video fragment

The user selects the video fragment which will be shown later in the screen of his/her mobile device through the 'Magic Foto' App when the camera is aimed at the printed photo. The user can also select a snapshot to be used as an activated photo (printed in the final product).

To do this, it is necessary to move the controls above and below the video images.



Then the product, type of greeting and style can be selected and the photo can be edited as in a standard Greeting Card. See section 5.7.1 for more information.

In the next screen the customer is asked whether he/she wants to apply automatic improvements to the photos, if it is configured in this mode. Then a check is made in an Internet server to ascertain whether the photo is valid for automatic identification a posteriori with the 'Magic Foto' mobile application. If it is not valid the final customer is informed in this respect, and allowed to go back a few steps to select another photo for using as the activation photo.

As the last step a summary of the product ordered is shown as with the standard Greeting Card.

## 5.8 'Online Kioskgifts' service



This service enables the customer to make their orders online at <http://www.kioskgifts.com>. This website allows you to create calendars, greetings cards and albums from the comfort of your own home using an online application. The customer will obtain the order in electronic format, which he or she must take to the store in a compatible medium (USB drive, memory card, etc.), to be printed.

### NOTE

Services available on the Easygifts Kiosk website may be available on the store Kiosk and selected by the customer. Wherever possible, the store must inform its usual customers before they prepare their orders from home.

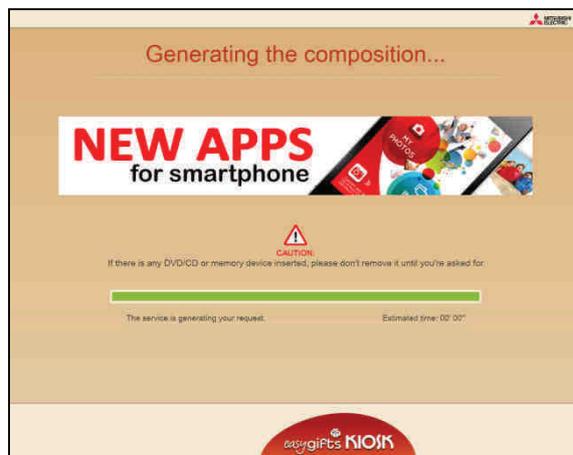
### 5.8.1 'Online Kioskgifts' service: work flow

Once you have selected the device onto which the online orders have been saved, you move on to the following steps:

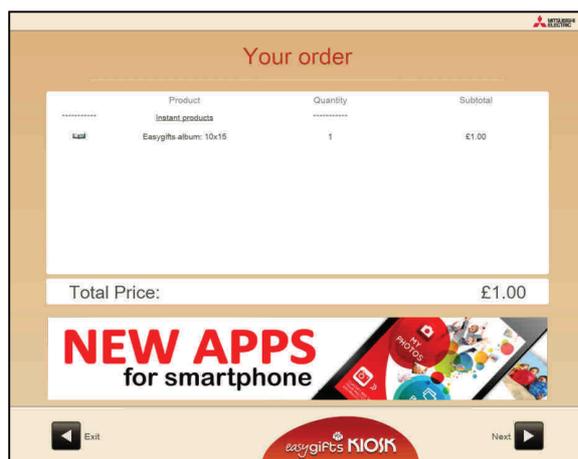
A list of all the orders contained on the device is shown. The customer can select those that he or she wishes to complete, and at all times the total price of the selected orders will be visible. If an order can not be performed then it can not be selected.



- a) The system will read the order information and create the necessary files for production. Depending on the amount of orders selected and the number of pictures in each order, this operation may take a few seconds or several minutes.



- c) The service is closed and a summary of the order is displayed. Unlike other services, you cannot add new products.



### 5.8.2 'Online Kioskgifts' service administration: product creation

It is not possible to configure products and prices for this service, since the equivalent local services and products configuration is used, either Greetings, Calendars or Easygift Album.

### 5.8.3 When an order is not possible in the 'Online Kioskgifts' service: error codes

There are several reasons why an ONLINE Kioskgifts order may not be possible to complete. When this occurs in the order itself, an error code will specify the problem. This code is not designed for the end customer, but for the operator in order to understand what the problem is.

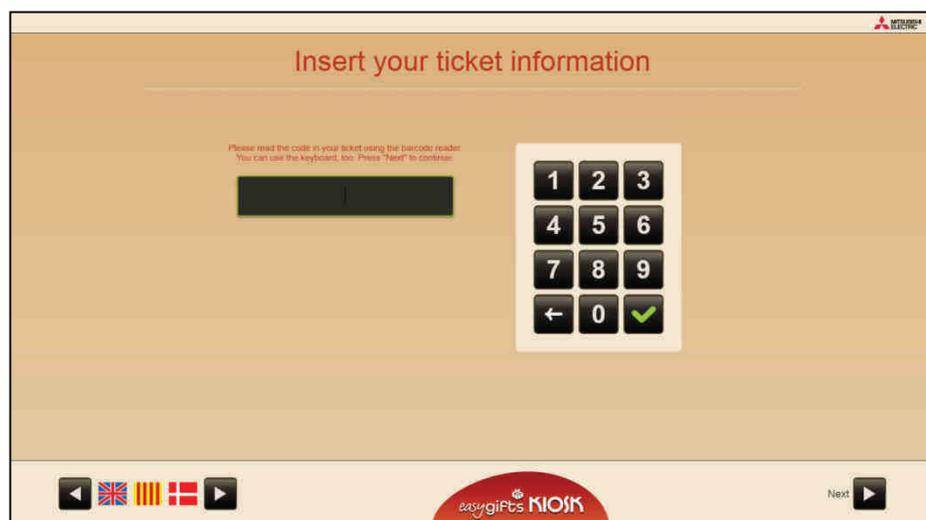


Error code	Description	Solution
1	Invalid product setting	The product on the website is new and your software has not been updated
2	Unknown product ID	The product on the website is new and your software has not been updated
3	Product disabled	Enable the product from the product settings
4	Unknown service	The service associated with the product on the website is new and your software has not been updated
5	Invalid production machine	Correctly configure the product from the product settings
6	Invalid production module	The product production module is not available
7	Incorrect group	The product production module is not correct
8	Incorrect number of photos	The order is damaged and cannot be processed

## 5.9 'Pending orders' service<sup>12</sup>



This service allows the customer to process the orders prepared in any of the terminals that form part of a kiosk isle. There are two ways in which to use this functionality: by offering it as another Kiosk service, as shown in the image above, or by dedicating Kiosk exclusively to this use, in which case the keyboard appears directly in the home screen for entering the order code, as shown in the following illustration.

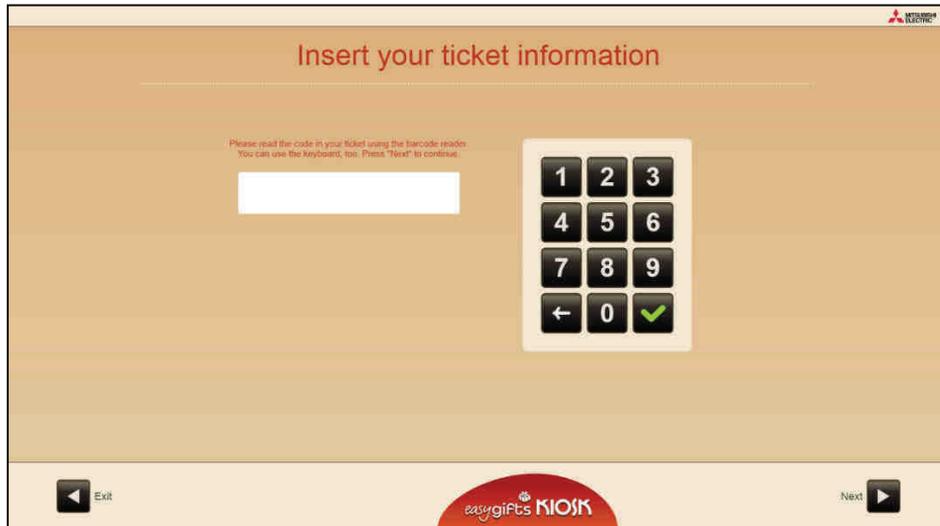


<sup>12</sup> Not available in Smart Kiosk gifts

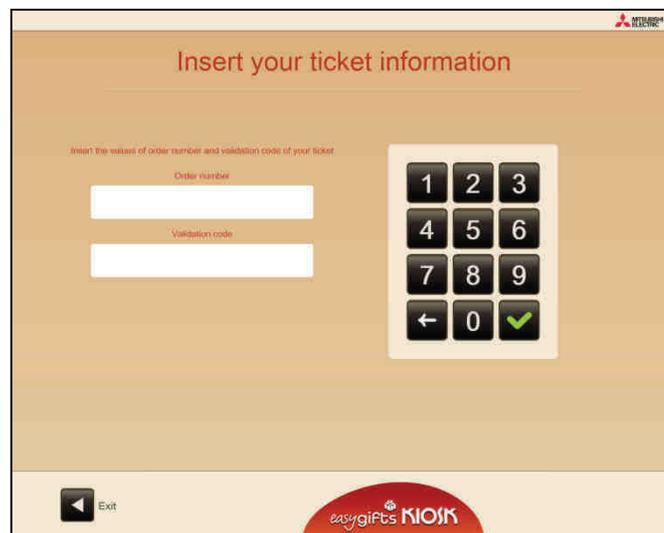
### 5.9.1 'Pending orders' service: work flow

After selecting the pending orders service, the user will be asked to give the relevant order information. Depending on how this service is configured, different screens will then appear:

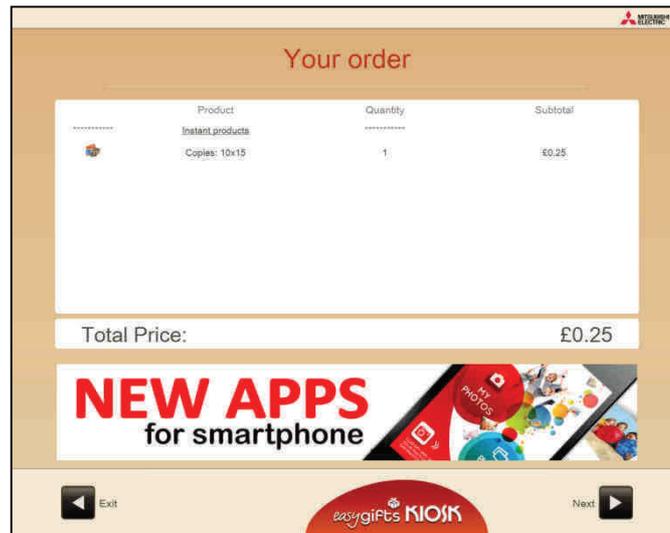
a.1) If the pending orders service is configured in automatic mode (recommended if you have a barcode scanner) the following screen will appear. The customer must place the ticket under the barcode scanner to be read.



a.2) If the pending orders service is configured in manual mode, the user must type in the order number and validation code shown on the ticket.



b) The service will conclude and an order summary shown. Unlike other services, no new products can be added.



### 5.9.2 'Pending orders' service administration: general settings

To access the configuration of this service, proceed in the same way as for any other service.

A screen will appear that allows you to set the machine to manual mode. This mode is only recommended if the barcode scanner is not available.

## 5.10 Customised Products<sup>13</sup>



With this service, it is possible to offer photo gifts in the Easygifts Kiosk, such as mugs, t-shirts, key-chains, etc., with a photo selected by the customer.

In the definition of each product, it is specified if it will use a printed image with the MITSUBISHI ELECTRIC dye sub printers or third-party technologies (sending to remote labs or special printing systems located in the same store.)

It is important to know in advance that the Easygifts Kiosk unit does not provide a list of products by default. The store must know in advance what type of products are offered and how they will produce them. The creation of the list of products on offer, and all the parameters and additional resources, is the responsibility of the store or chain.

### NOTE

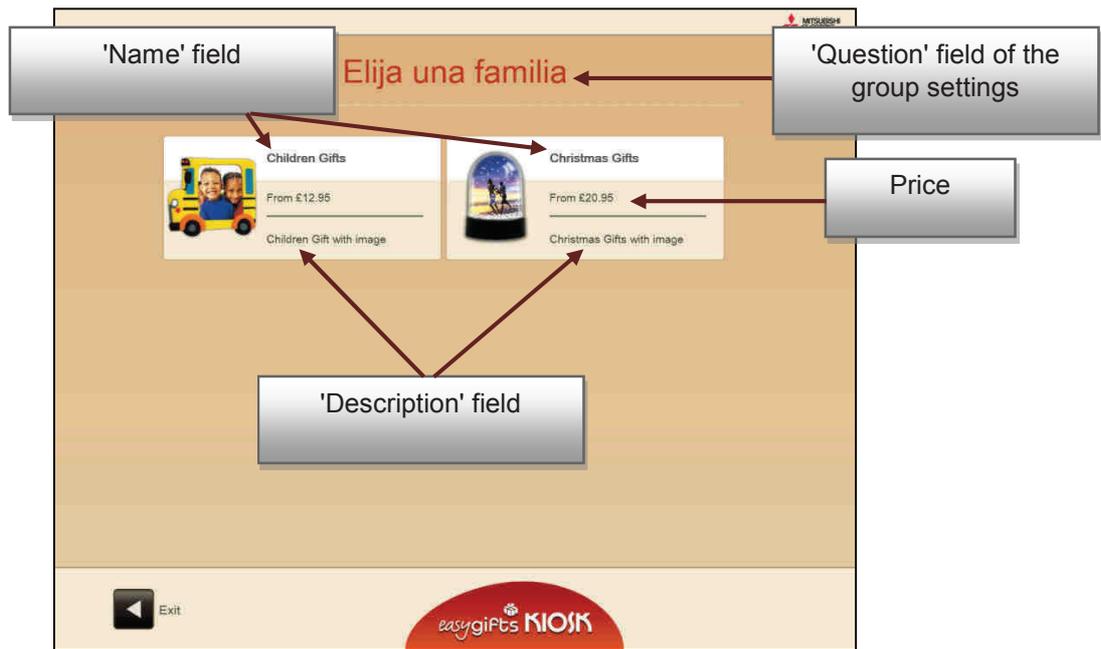
The laboratory service from the Customised service requires the use of an additional license. Please refer to the additional licenses chapter for more information.

### 5.10.1 Customised service: work flow

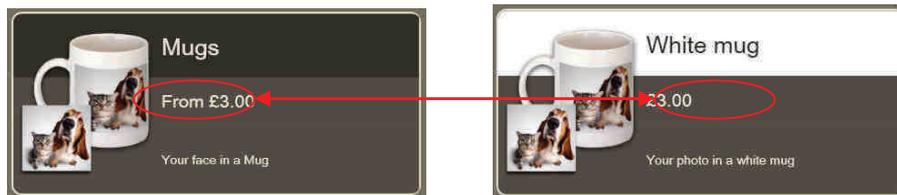
Once you press the 'Customised' button on the home screen, the service will begin and request the selection of photos to be worked on, as usual.

The first screen of the 'Customised Photoproducts' service shows the first groups or product families defined at the settings section. The user must choose the type of product here.

<sup>13</sup> Not available in Smart Kioskgifts



In the case of a product, the figure in the picture below is the price of the product itself. However, if it is a group, it is the most affordable price belonging to the group



You can tell if an element is a group or product by the background colour of the title and the 'From...' label accompanying the price.

After choosing the product to be created, the screen where the image to be used is selected appears and also a preview of the product. In the event that the preview image does not exist, only the image chosen by the customer is shown in the band at the top, in a larger size.



If you want to adjust the size and position of the photograph in the product, this can be done through the touch screen or using the controls on the right of the screen. These adjustments will be applied to the photograph before it is printed out.

The framing of the photo can also be adjusted completely by touching the photo if the screen is a multi-touch screen.

It is also possible to change certain properties of the photo using the 'Retouch' button.

After completing the adjustments, the user is taken to the automatic image enhancements screen and then to the order summary screen where the requested number of products is chosen.



To complete the order, simply press continue.

### 5.10.2 'Customised' service administration: creation of products and prices

On entering 'Customised' product configuration for the first time, the following screen will appear. All the product families, sub-families and products are shown on the left, in the form of a tree structure.

When selecting a family or a product the configurable details are displayed on the right of the screen.

**Customized Photo Products Settings**

en

Id: Snow Ball

Name:

Description:

Delivery instructions:

Priority: 0

Path: D:\Photo\config\CustomPhotoProducts\Products\Cus

Internal id: Christmas Gifts\_Snow Ball

Destination machine: Kiosk2

Service Module: PRINTS

MediaType/Channel: 10x15

Media/Product: 10x15

Printserver Channel:

Min Files: 1

Max Files: 1

Icon: [Image of a snow globe]

Product Ref:

**Enables and disables the customer flow for a product or product family.**

**Language selector. Allows the products to be configured in different languages.**

**Tree structure of the products defined in the system.**

**Some properties may be adapted to the local installation. The others are protected.**

Only the following parameters can be changed for each product:

- Activated/deactivated
- Production machine
- Service module
- Format/channel
- Printsize
- Price (this service does not allow price ranges to be configured)

The other options/buttons are shown as disabled.

#### NOTE

The administration of products pertaining to this service requires a thorough knowledge of the application software and system in general. To edit or create products, contact your dealer or authorised service centre.

## 5.11 'Print your video'<sup>14</sup>



If the 'Print your video' option is activated in the settings, the icon for this service will be displayed on the home screen.

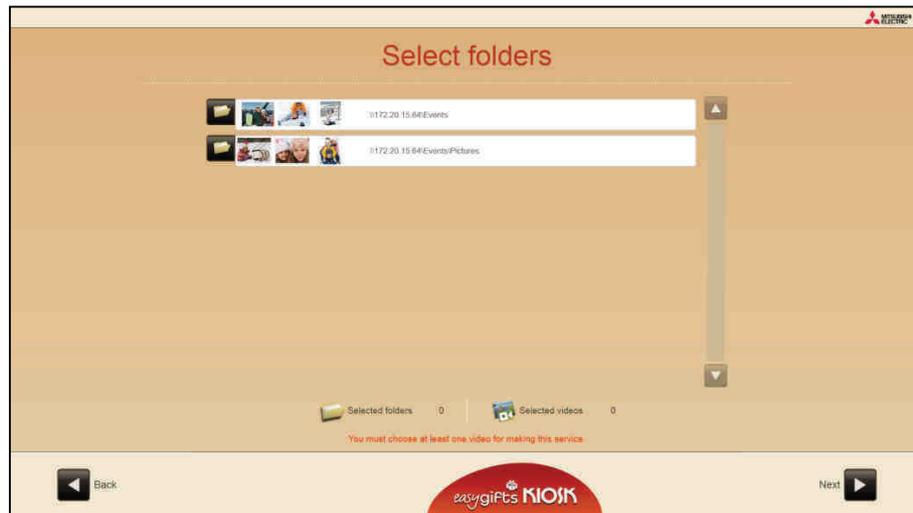
### 5.11.1 'Print your video': workflow

The service is started by pressing the control 'Print your video' on the home screen. The first screen informs the user about the service details.



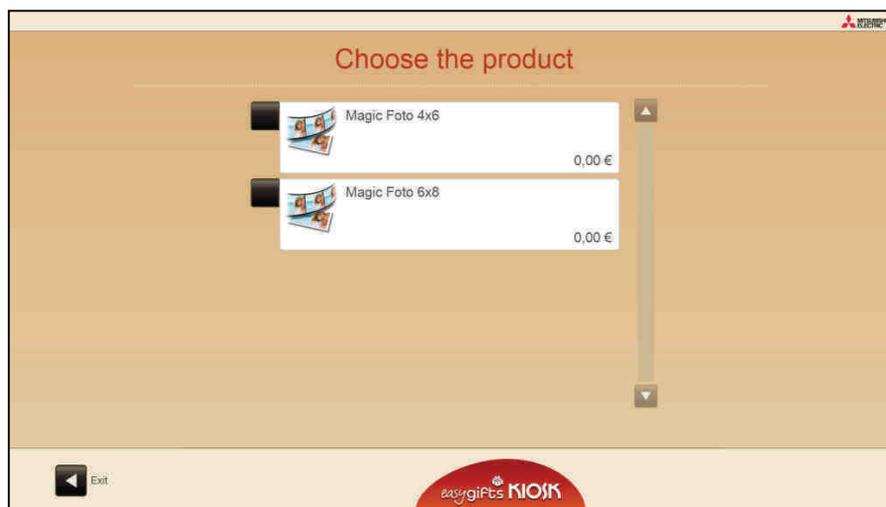
Then, as in other services, the user is allowed to choose the source of the work files. After making the choice the user can select the folders where the images and videos are located. Folders containing at least one video should be selected.

<sup>14</sup> Not available in Smart Kioskgifts



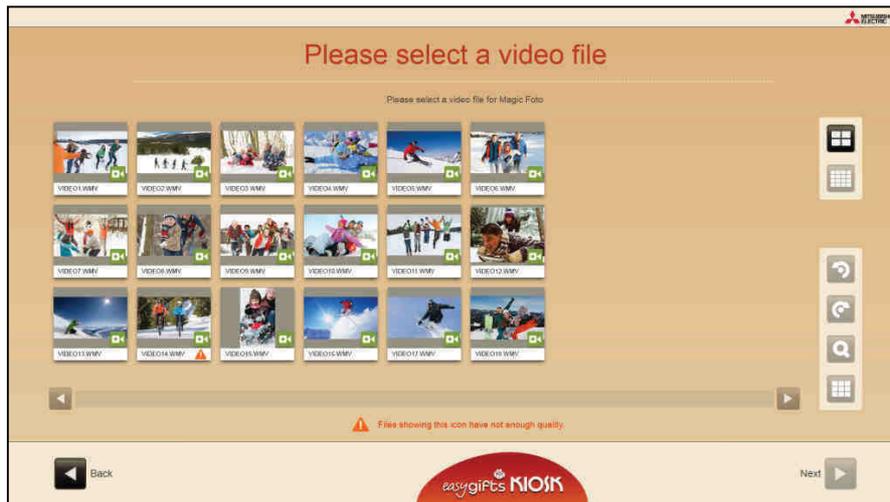
### 5.11.1.1 Product selection

The product to be generated is selected in this screen.



### 5.11.1.2 Video selection

The video to be used in the next step is selected in this screen.

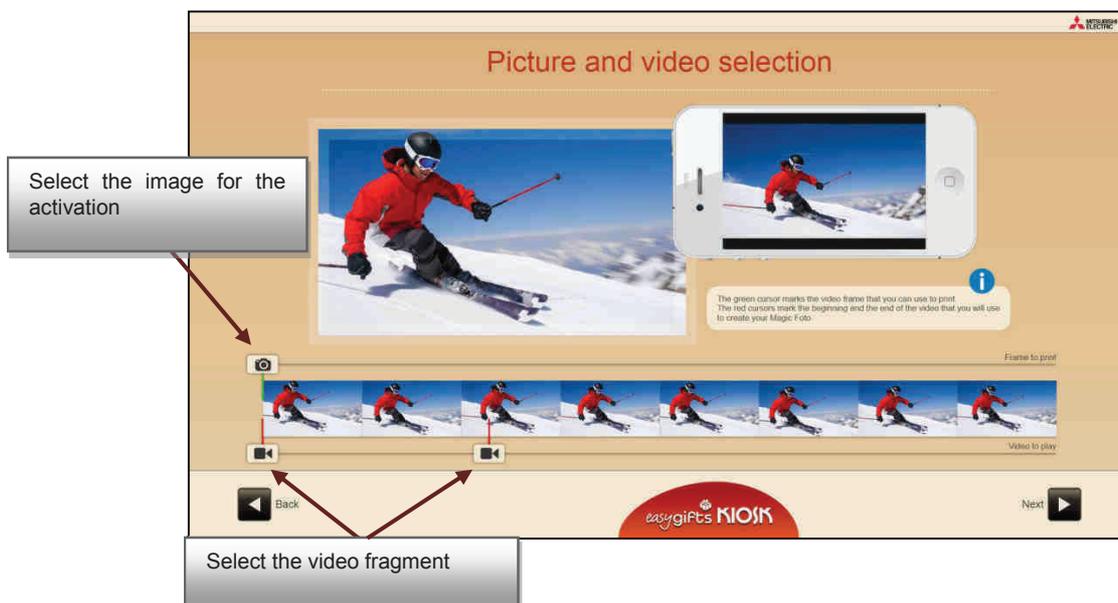


### 5.11.1.3. Video fragment

The user selects the video fragment which will be shown later in the screen of his/her mobile device through the 'Magic Foto' App when the camera is aimed at the printed photo.

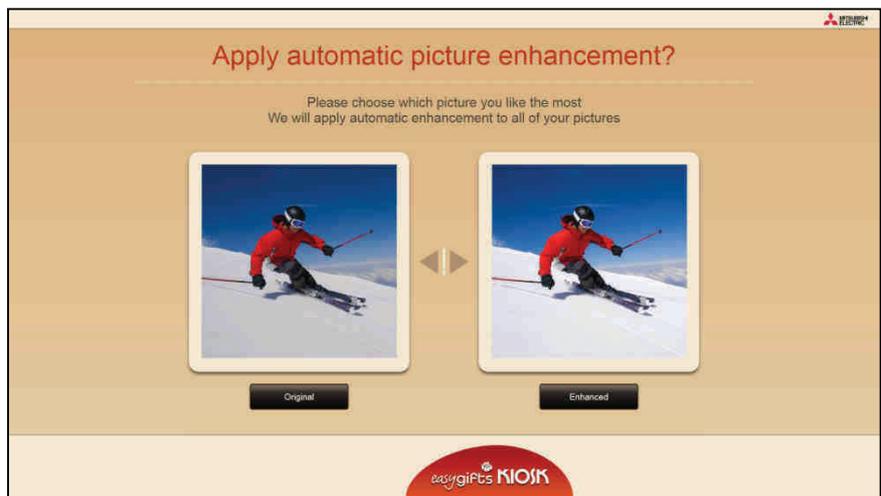
To do this, it is necessary to move the controls above and below the video images.

In addition the snapshot selected will be the printed product and the Magic Foto activation photo.



### 5.11.1.4 Automatic improvements

If the service is configured to apply automatic improvements the user has the option of applying them to the activation photo in this screen. Then a check is made in an Internet server to ascertain whether the photo is valid for automatic identification a posteriori with the 'Magic Foto' mobile application. If it is not valid the final user will be informed in this respect and he/she is allowed to go back a few steps to select a different snapshot in the video or another video.



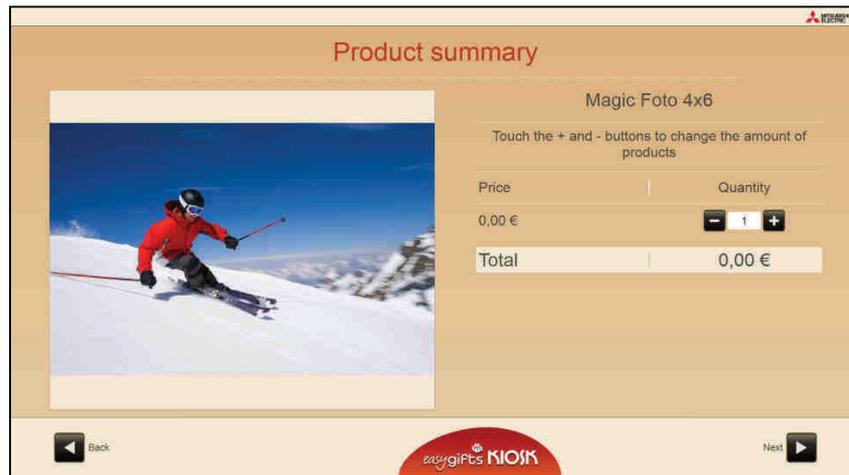
### 5.11.1.5 White edge

If the service is configured to apply a white edge the user has the option of applying it to the activation photo in this screen.



### 5.11.1.6 Order summary

As with the other services, a summary of the product generated is shown, where the number of copies can be indicated.



### 5.11.2 'Print your video' service administration: product creation

Management of the different products in this service is similar to that of the other services already explained in this manual. The product management screen enables the user to activate/deactivate each product, change the order of appearance on the screen for the final customer, create new products and delete or edit each one.



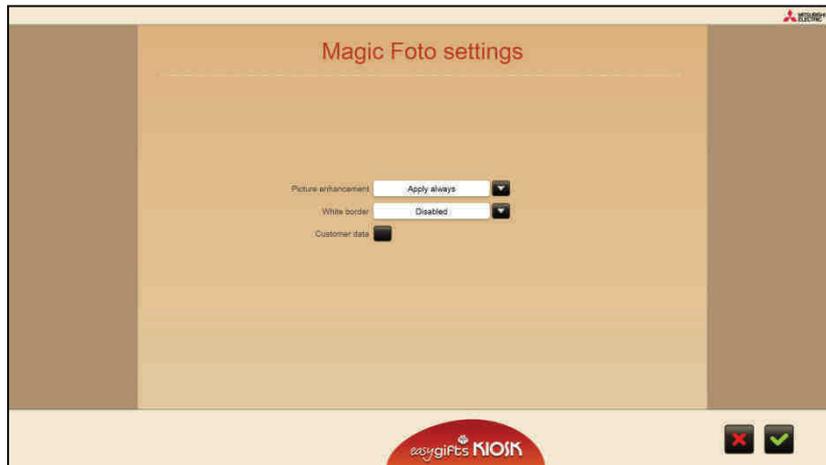
### 5.11.3 'Print your video' service administration: editing of prices

The procedure for editing the prices of the different products is similar as for the other services, by selecting the 'Print your video' service in the home configuration screen and pressing the 'Prices' option.



### 5.11.4 'Print your video' service administration: settings

This screen is used to configure the option of the service providing the automatic improvements image, white edge and whether the customer questions will be made while the service is being created.



## 6. Operator services

### 6.1 Introduction

Operator services are services that, due to their complexity and added value, are not designed for use by the end user. To activate them, press the mode button on the operator service screen.



When you activate the operator mode, all the functions reserved for the operator are enabled; this means that the validation of the order by the operator will be done automatically (see section on Order validation).

The top of the screen indicates that the operator mode is activated. The operator mode is deactivated when the unit is returned to the main screen.

#### NOTE

In the 'Smart Kioskgifts' product, the operator mode cannot be selected in the way described above. The applications that are compatible with the operator mode (such as Fotocarnet) can be shown directly on the home screen, with the option of changing the setting to indicate whether or not you want to request a password.

### 6.2 Photo ID photographs



This service is used to print a photograph for identity documents, passport, wallet-size portraits, etc.

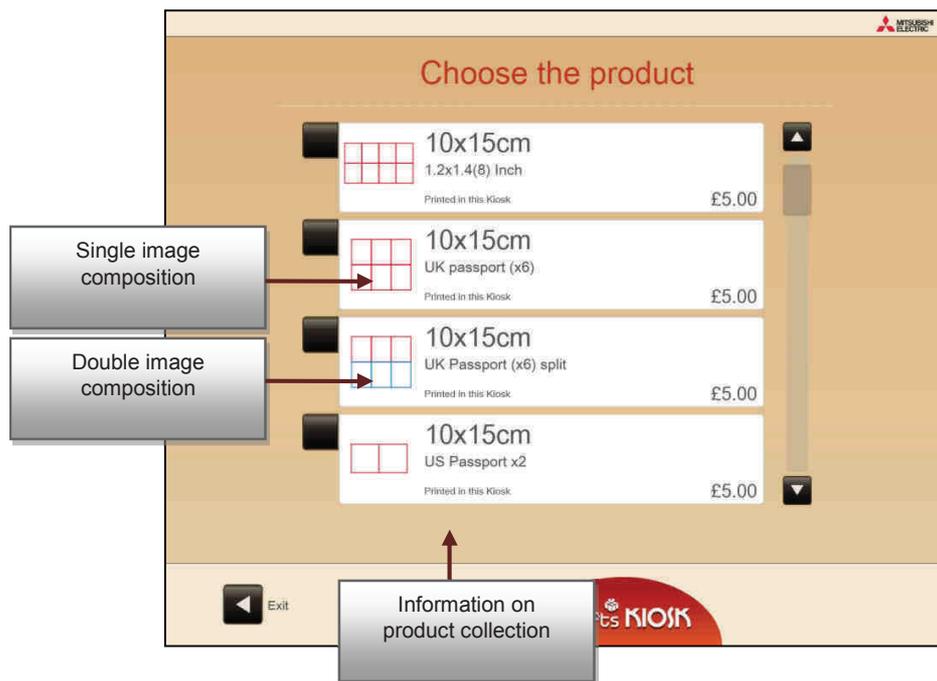
The operator will have the possibility of mixing up to 2 different photographs in the same print, access to various tools to adjust the zoom, crop and restore images, and the option of automatic biometric adjustments.

With 'apply automatic biometric settings' enabled, the system processes the selected image and will adapt the face to the biometrics mask associated with the composition. This will save time for the operator when printing the photograph correctly.

In addition the system implements an algorithm for the automatic detection and increase of the luminosity in the photo background, which is especially indicated for improving photos with low contrast, poor lighting, etc.

### 6.2.1 'Photo ID' photographs workflow

When the 'Photo ID' button is pressed on the main screen, this service will begin. After selecting the folders with the photographs, the template selection screen will appear.

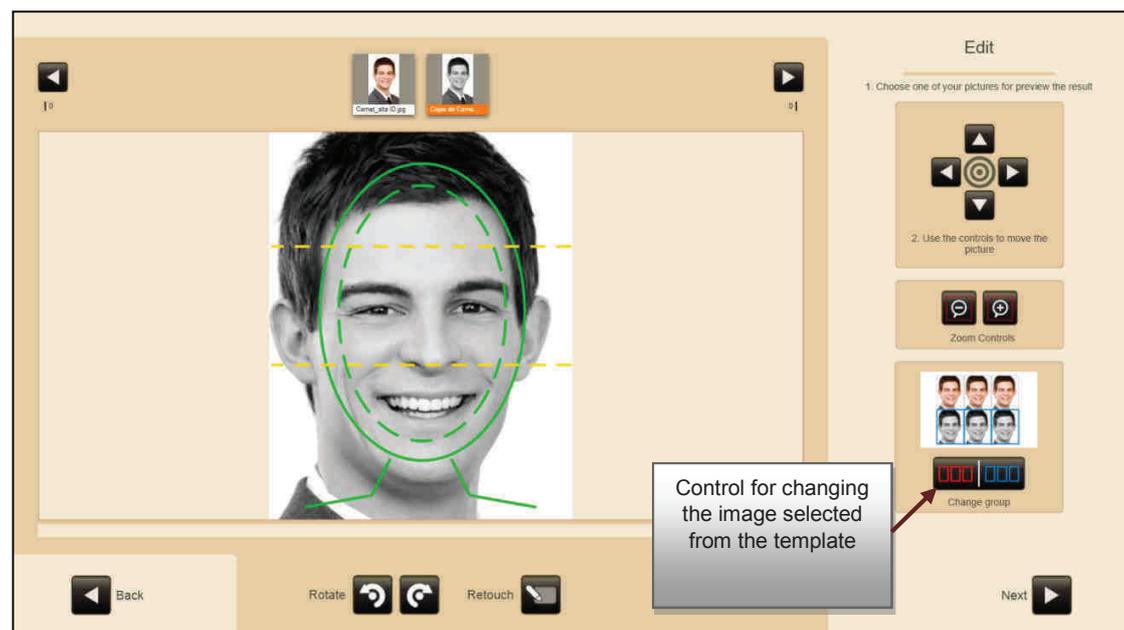
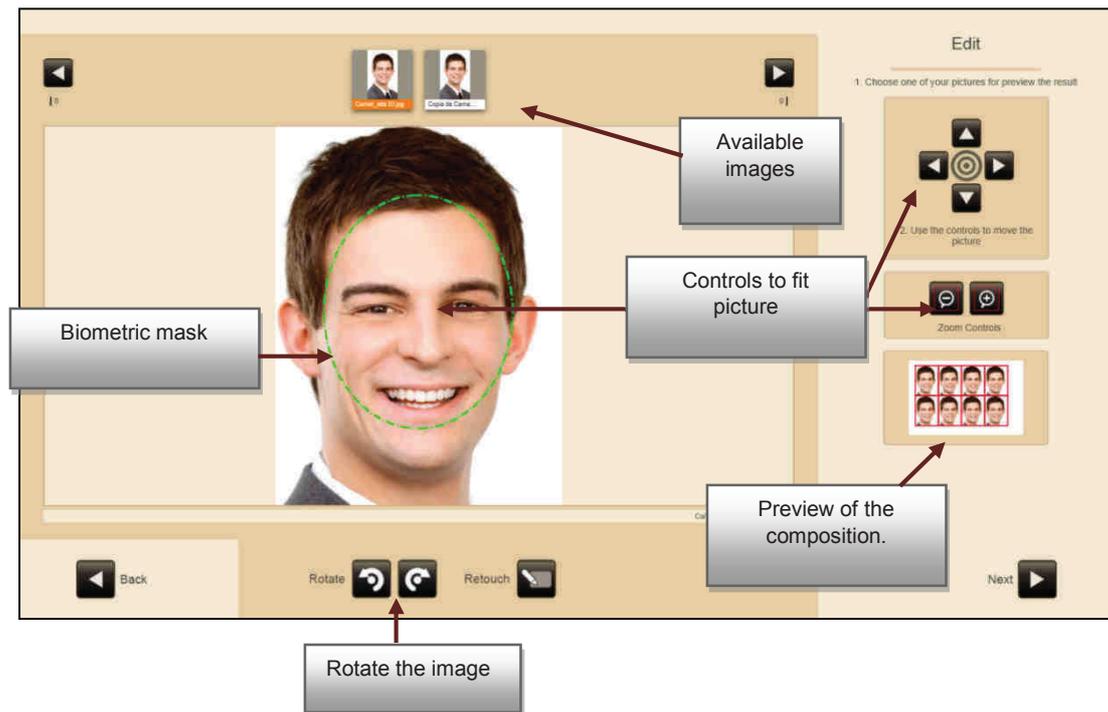


#### NOTE

There are two types of templates: standard and 'split'. The 'split' templates (in two different colours) allow up to two different photographs to be combined.

The template prices are determined by the product associated with the template. The prices are conditioned by the print size (product) and not by the template used.

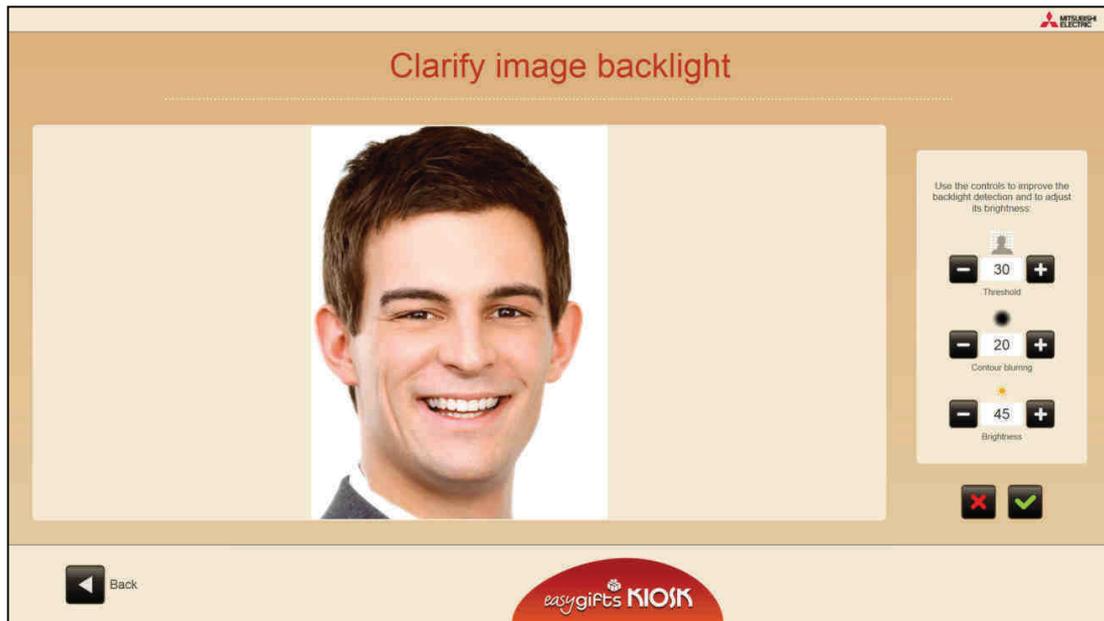
After selecting the template, the photographs must be selected. The operator will have the necessary functionality buttons to adapt the image to the biometric mask. A preview will be shown of the result composition at all times.



The framing of the photo can also be adjusted completely by touching the photo if the screen is a multi-touch screen.

Once you have the picture in place and are satisfied with the result, press 'Next' to continue.

In the event that the automatic background lighting function is activated the screen shown in the illustration will appear.



In this screen an automatic luminous adjustment is applied to the background of the photo, which will have been automatically detected.

To improve potential background detection faults, the operator can change the detection threshold value using the first of the three available controls.

The second control allows the customer profile merging grade to be changed against the new background.

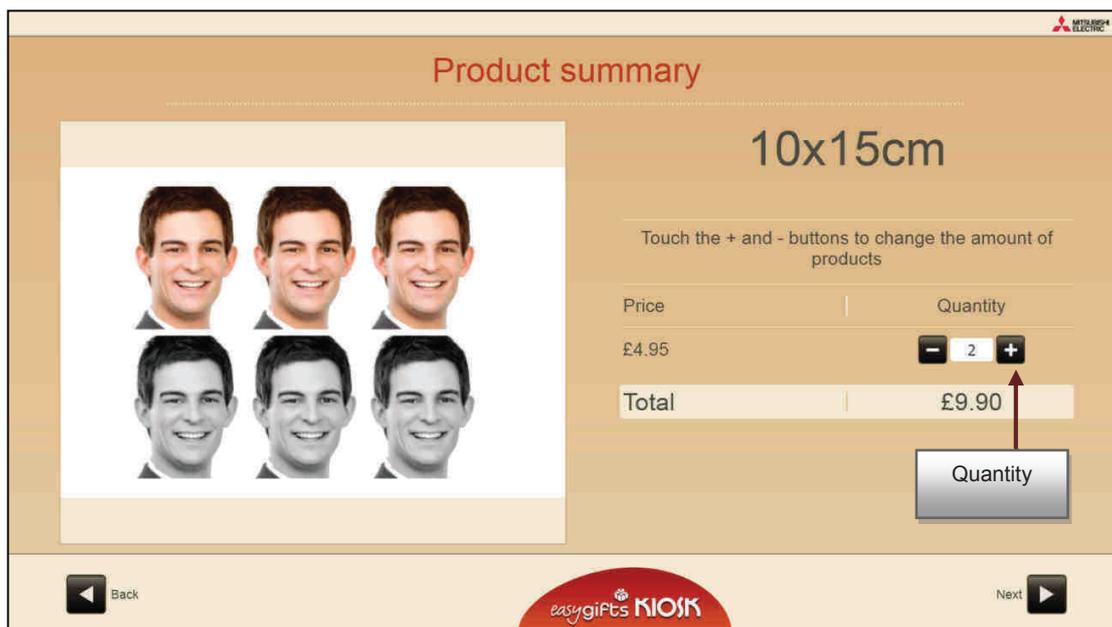
The third control allows the brightness assigned to the new background to be changed.

If the composition is made up of more than one image, the operator can adjust each of them, and should accept or rule out the changes to change from one photo to the next.

#### NOTE

Some digital cameras do not update the photo rotation value correctly in the files stored in their memory. In such cases or in the event of doubt, it is best to take the photos horizontally in order to speed up and ensure the background detection process.

A summary will then be displayed with the preview of the composition created. In this screen the operator can select the number of copies to be printed.



### 6.2.1.1 Automatic biometric adjustments

With the automatic biometric adjustment option enabled in the service settings (see the chapter on 'Photo ID' Service Management: General Settings'), the system may take longer to display the selected image. The photograph may appear centred and with the zoom adjusted.

The 'Photo ID' service applies cutting-edge tools to detect the face of the customer and help the operator to centre the image on the biometric mask displayed in the centre of the screen. If it is not possible to properly focus the image, there will be a warning.

This could be caused by one of the following:

- The customer's eyes are not clearly visible in the image
- The top of the customer's head is too close to the top of the image. This distance can vary depending on the size of the print rectangle and biometric mask used.
- The customer is wearing glasses and there is a slight glare on them.
- Part of the customer's face is not clearly visible
- The customer's face is rotated 90 degrees or more in the image.
- The image has a low vertical resolution (less than 500 pixels)

In any case, after the automatic detection of the image, it can be adjusted manually.

In some cases, it is possible that the customer's face is not properly set although no error message appears in the image. This may be normal if the design does not use the size and aspect ratio for official IDs and passports and it displays a biometric mask. In this case, make the final adjustments manually.

### 6.2.2 'Photo ID' service administration: product creation

The administration of the different products in this service is the same as the administration of the 'Prints' service, which has already been explained in this manual.

Unlike other services, since this is an operator service, if the satin finish is applied to a product the product finish will always be satin.

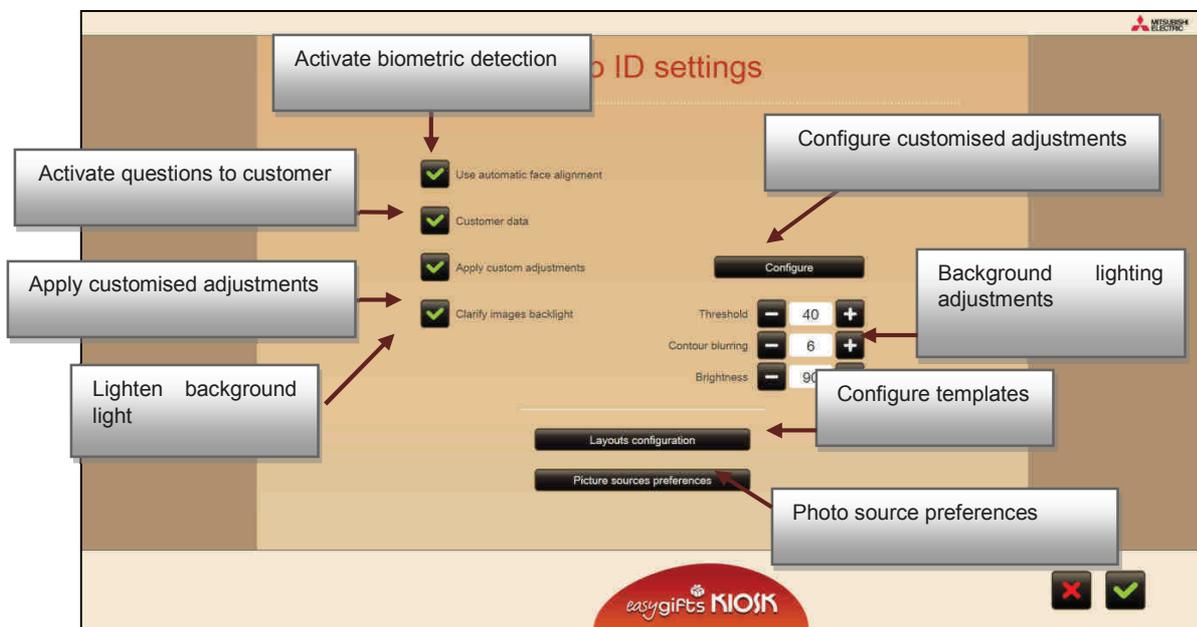
### 6.2.3 'Photo ID' service administration: editing prices

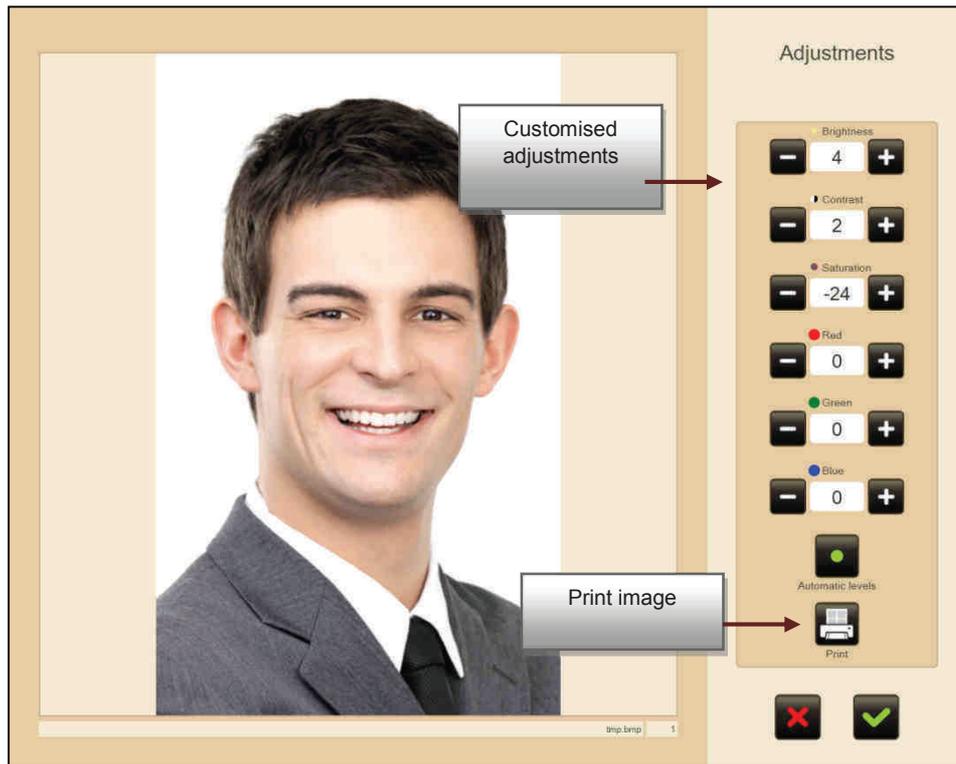
The administration of the different prices for each product in this service is the same as the 'Prints' service, which has already been explained in this manual.

### 6.2.4 'Photo ID' service administration: general settings

To access the General Settings screen of the 'Photo ID' service, select the 'Photo ID' service configuration screen and then press the 'Settings' button.

This screen allows the automatic biometric detection to be activated, questions to be put to the customer, the definition of the customised adjustments to be applied in creating the service compositions, the configuration of the template files to be used and the configuration of an automatic photo source.





**NOTE**

In the trial print, the system will randomly select one of the Photo ID service product destinations that are activated and available with the PRINTS service module.

When the image is sent for printing, the system will give the alias or SYSTEM\_ID of the machine to which the order has been sent. Depending on the Dispatcher configuration, it is likely that the operator will access it to change the print status (validating the order).

If the system finds no product that fulfills the above requirements, it will inform the operator that the printing operation cannot be executed.

When the 'Layouts configuration' button is pressed, the following screen appears. In this screen the operator can define which template files he wishes to enable.

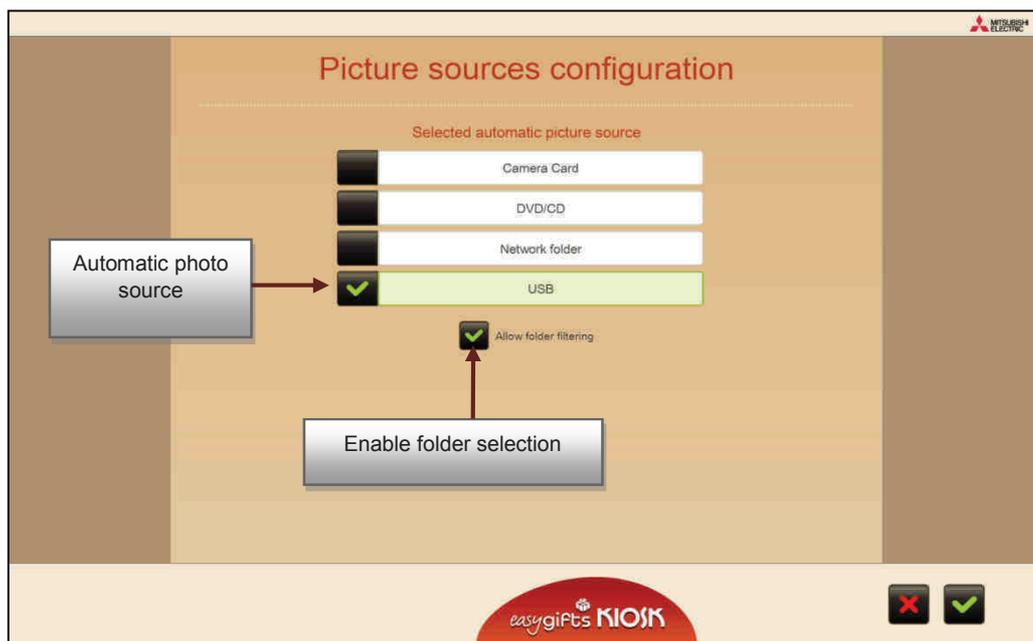


**NOTE**

By default the system will always use the template file associated with the country configured in the equipment. If no associated file exists, the generic template file 'compositions.xml' will be used.

In this screen the operator has a 'Clear layout cached icons' button which must only be used if the previews of the selected templates are to be updated, usually because changes have been made in the template files installed in the system.

When selecting the 'Picture sources configuration' button, the following screen will appear. In that screen the operator can define an automatic photo stand and define whether the service flow must show the folder selection screen.

**NOTE**

If the operator selects an automatic photo source, the flow will not show the photo source selection step. The system will directly ask for the selected type of device to be entered.

If the 'Allow folder filtering' option is disabled, it will only be applied to sources that can function without the folder selection step; for example a flash drive, memory card or DVD/CD. In some sources, the folder selection step will always be shown, regardless of the value of this adjustment.

# **Appendix Dispatcher**

## **Rev. 2.2**

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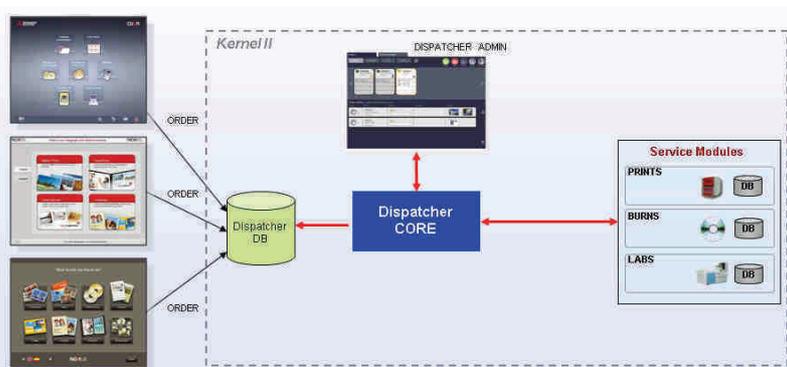
## 1 Dispatcher concepts and definitions

In a Flexilab system, orders can be made from external devices, which are then processed by a centralised Dispatcher. This structure makes it possible to connect several Kiosks in Order Terminal mode.

In a system configured in this way, all the orders from Order Terminal Kiosks are processed by the Dispatcher. ClickPRO orders are also brought together in the Dispatcher.

As the system operator, it can organise the execution of orders, change settings, review job records, etc.

The following diagram shows the connectivity of all the modules in the system, and the information flow.



- Dispatcher CORE:** This is the main Dispatcher application which must always be operating. This application processes all the orders and services, keeping control and managing the queue of pending jobs for the various output devices. The monitor application starts the dispatcher core motor and makes sure it is constantly operating.
- Dispatcher ADMINISTRATION:** This is the interface used by the operator to view and organise orders and services. It is not necessary for Dispatcher Administration to be open all the time for jobs to be done correctly. However, its use is recommended with connected Order Terminal machines as it is the interface which enables the operator to accept incoming orders that are not approved automatically (pending payment, etc...)
- Service Module:** Output devices which process the services included in a client's order. For example, 10 x 15 cm (4 inches x 6 inches) digital photo is printed by the DPS Print Server Service Module, which chooses the best printer for processing the image.

### 1.1 Application standards

The application is based on standards to facilitate its use and provide increased client satisfaction. Some of the guides applicable to the entire system are shown below.

### 1.1.1 Status colour coding

Dispatcher Administration shows the status of orders and services using coloured circles.

 Pending	- Pending
 Executing	- Executing
 Paused	- Paused
 Error	- Error
 Done	- Done
 Batch executing	- Batch executing (can be executed later)

### 1.1.2 Multiple selection

In the list of incoming orders, several orders can be selected at the same time by checking each one separately. To deselect an order, check it again.

After several orders have been selected, the same action can be applied to the entire set (approve, validity with pause or delete).

### 1.1.3 Editing, optional fields and of information.

The following standard is applied to all fields containing information:

White Background: compulsory fields. The information must be completed or selected.

Light cyan blue background: Optional fields. These can be left blank.

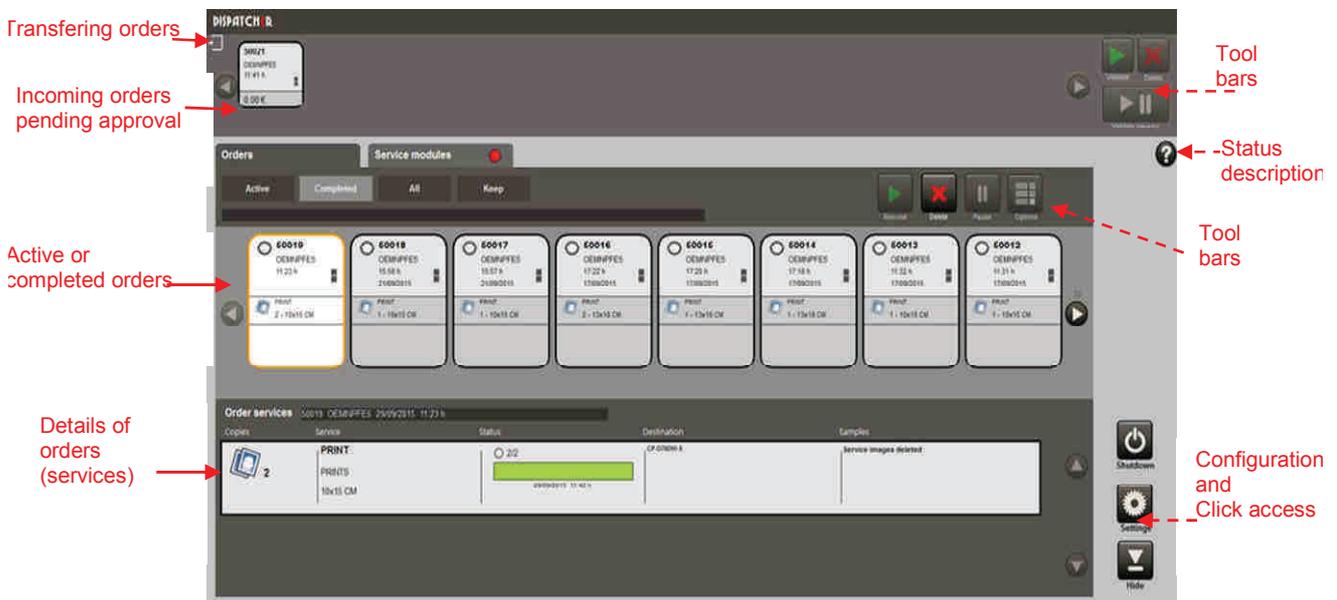
Grey or transparent background: Information fields. These cannot be changed.

## 2 Dispatcher administration interface

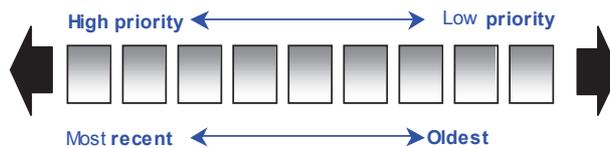
Dispatcher Administration is an application which can be started manually from the Kiosk/Click application. It can be opened and closed without this affecting the work being done.

### 2.1 Preview of the main screen

The main screen consists of various sections and tool bars, depending on the objective of each section.



All the lists are ordered by priority and time. The left hand side of the list contains higher priority orders, while those with a lower priority or older ones are on the right. The list of completed orders is ordered by date of ending (more recent ones are shown first)



**Order and service files**

Each order is represented by files containing information as a summary, either about the services involved, or about the order itself.

**Entry of orders pending approval**



- + Order identifier. A ticket is generated with this identifier in Kiosk or Click (999998)
- + Machine identifier. This identifier is an alias that can be configured at Kiosk or Click level (K70XAVI)
- + Day and time of order creation (those on the same day will only be shown with a time)
- + Order priority. There are 3 possible priority levels and a change of colour to show top priority ("now").



- + PRICE of the order
- + Order payment indicator. If the order has been paid for at the Order Terminal this image in the file will appear in the file before it is approved. It shows that it can be approved before the client comes to collect his/her completed order.



**Entry of orders in transfer**



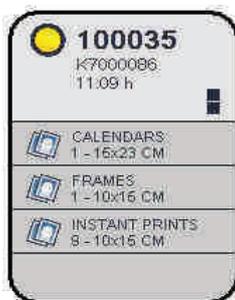
- + Order identifier. A ticket is generated with this identifier in Kiosk or Click (500031)
- + Machine identifier. This identifier is an alias that can be configured at Kiosk or Click level (C5000006)
- + Day and time of order creation (those on the same day will only be shown with a time)
- + Order priority. There are 3 possible priority levels and a change of colour to show top priority ("now").



- + File transfer progress bar.
- + PRICE of the order
- + Order payment indicator. If the order has been paid for at the Order Terminal this image in the file will appear in the file before it is approved. It shows that it can be approved before the client comes to collect his/her completed order.



**Orders approved**



- + Order identifier. A ticket is generated with this identifier in Kiosk or Click(100035)
- + Machine identifier. This identifier is an alias that can be configured at Kiosk or Click level (K7000086)
- + Day and time of order creation (those on the same day will only be shown with a time)
- + Order priority. There are 3 possible priority levels and a change of colour to show top priority ("now").



- + Service identifiers. Each order may have several services. This file shows the first 4 with a short description of the type and format, and the number of copies.

Services



- **Copies, Service, Status, Samples**

A service file contains details of the status of the service, its progress, date of ending of the service, and a preview of the first and last image in the service.

- **Destination**

The destination may contain one or several devices, or may even not have any assigned to it. This latter case only arises in services that have recently been created and which still do not have an output device assigned to them. The service module will assign devices according to its internal assignment policy. It is possible to specify a destination before sending the service (ClickPRO) to force it to be printed by a certain printer, for example.

## 2.2 Incoming orders section (does not appear in Clicklite)

All the orders requested by DPS Systems which are pending validation can be seen in this section.

Orders that have already been paid for at the Order Terminal, or those from a Click will be automatically transferred to the active orders section (configurable).

NOTE	
It is possible to automatically accept all orders, using the Dispatcher configuration screen and changing the setting of the "ORDERS" group labelled "AUTO_APPROVE" to TRUE.	
However, to make incoming orders always pending validation, the value of "AUTO_APPROVE" must be FALSE.	



### 2.2.1 Approval of orders

In order to approve an order, select it in the main browsing panel and press the "approve" or "approve with pause" button.

This panel enables multiple selections to be made: Several orders can be selected at the same time and all of them approved in a single operation.



- **Approve:** After the order has been approved, it disappears from the panel and reappears in "Active Orders" as "Pending". This means that the order is processed automatically as soon as the appropriate Service Module is available.



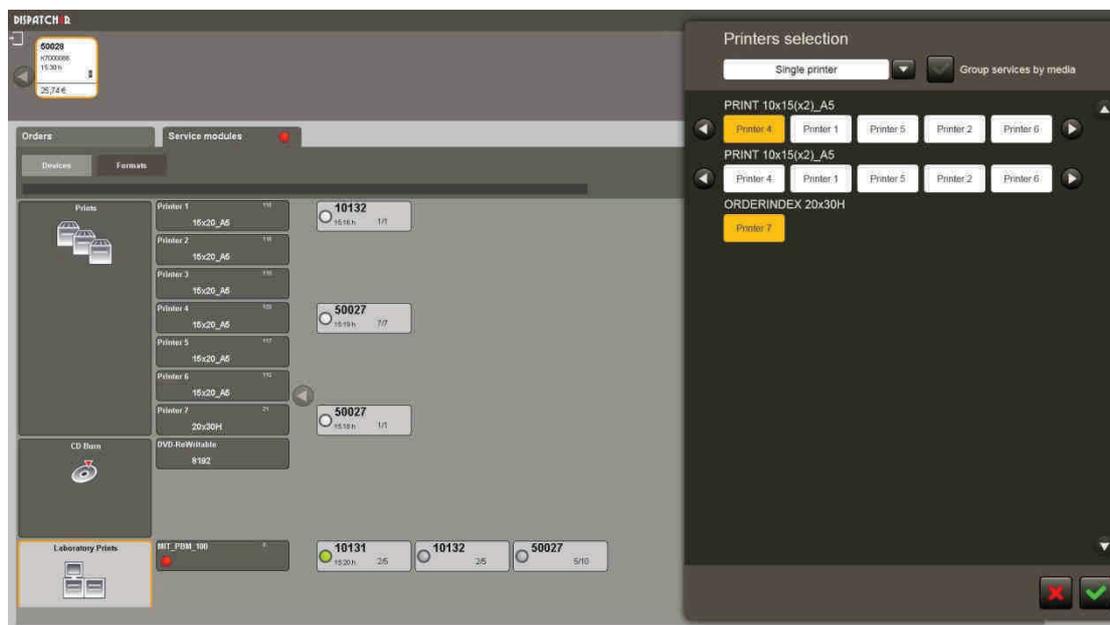
- **Approve with pause:** When an order is approved with a pause, it also appears in the "Active orders" panel, but is not processed while it is "paused". This order waits indefinitely, until started manually by an operator. This option is useful if an operator needs to make adjustments to the image to change the order options before executing it in the Service Module.

### 2.2.1.1 Sorter Mode

The Sorter Mode allow the access to the configuration panel enabled the selection to the printing working modes.

Multiple printers: In this mode the service module will select all the printers available to print the order.

Single Printer: In this mode, is will select which printer must print the order.



Whenever there is valid format printers for the service will set itself one, namely that remaining paper has more. The view can be changed to see the details of each service or group them by the print format.

In addition, you can configure the system to print a copy separating customizable by the operator.

### 2.2.1.2 Order index

The Order Index is a configurable copy that can be used as a separation order.

This copy shows a summary of the photographs of the end user as well as the order number, date-time and the name and the phone user.

It also allows customizing the store logo or business and reserves a space to load an image with promotional information, offers etc. as desired.

If the index order is set, it is automatically added to the order, to validate the "sorter mode".

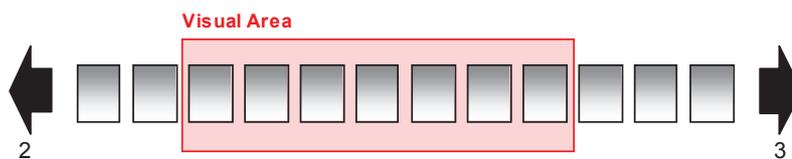


### 2.2.2 Browsing incoming orders

All incoming orders are stored in this section until they are approved. Hundreds of orders can be stored this way. The arrows on the left and right must be used to view them.

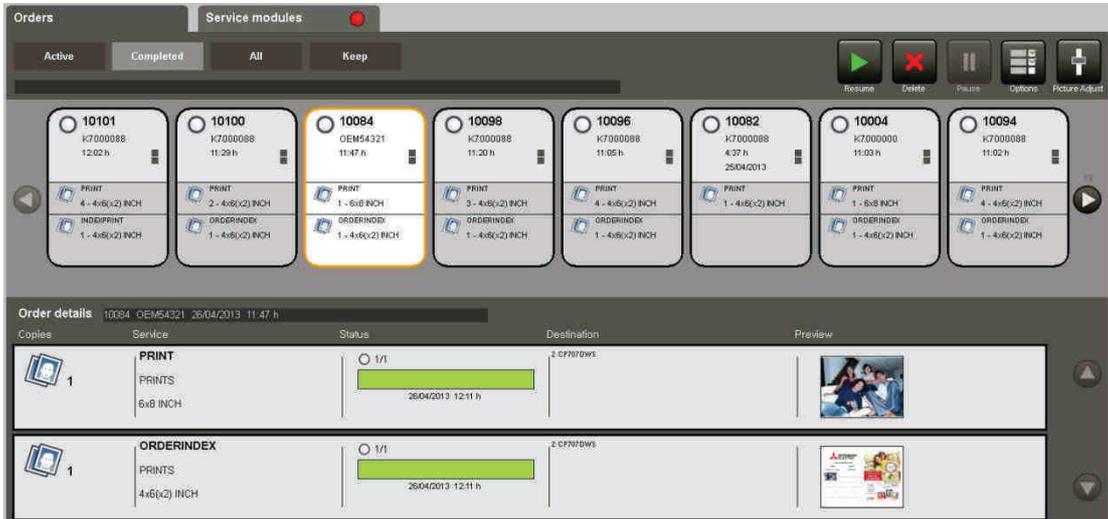
The arrows are disabled if all the orders fit in the visible space on the screen. When the arrows are enabled, they are shown in a different colour and a number appears inside them, showing the amount of hidden elements in each direction.

The example below shows the contents of the arrows.



## 2.3 Active orders section

The orders included in this section are those that have been approved and which may be processed at any time. This depends on the availability of the Service Modules and the status of the order.



The status of an order may vary, and is represented by the colour codes described above.

An order being executed may be paused at any time<sup>(\*)</sup>, and the Service Module stops work on it.

<sup>(\*)</sup> Depending on the Service Module, it is possible that an order remains paused, due the risk of damage to the medium or application. For example, copying a CD cannot be stopped, but printing of a digital photo can.

### 2.3.1 Selecting an order

Click on an order to select it. The colour and edge will change.

When an order is selected the buttons on the toolbar show the possible actions at that point (change configuration, stop, start, leave in pause mode, delete, etc.).

Some actions are disabled in some order statuses.

### 2.3.2 Services in an order

Once the order has been selected, its details appear at the bottom of the screen.

Service is deemed to mean: the format, progress, amount of images, output devices and the first and last image of those selected.

It is also possible to select a service and the toolbar will change according to the actions that can be taken in each case, which also depend on the status of the service.

### 2.3.3 Toolbar and status bar

The toolbar consists of various buttons. Each allows different actions to be taken on the execution of the order or the service.



There are some limitations on the way some actions can be executed. Depending on the status of an order or service, some actions may not be available.

Some status have certain associated actions. The following list gives details of these actions.



- RESUME

If an order has been selected, this action will start all its services with a status of PENDING, DONE, in ERROR, or PAUSE



- DELETE

This button only affects an order which is stopped (PAUSED, ERROR or DONE) and deletes it from the system, although some data are kept internally for inclusion in statistics.



- PAUSE

PAUSE is only applicable to orders or services with a status of IN EXECUTION, or PENDING. This action stops the execution, or holds up the queue for the order/service in question, moving on to the next services in the queue according to the order of priority.



- OPTIONS *(not available in Kiosks in Standalone mode)* Enables the options of any element (order/service) to be seen and some of their settings to be modified, depending on their status. The statuses that allow modification of the data are those which are "inactive" (DONE, ERROR, PAUSED).

When this button is pressed, the options window appears, and remains visible until the button is pressed again.

When editing options, it is possible to change between orders and services with no need to hide this window.



- PICTURE ADJUST *(not available in Kiosks in Standalone mode)* It is possible to access the adjustments screen from an order or from a service. If access is from an order, all the images belonging to it will be edited.

#### RESTRICTIONS

All the orders from a Kiosk in Standalone mode contain which the client's files must be deleted for legal reasons, as explained in the terms and conditions. For this reason, Dispatcher deletes all the images of orders from the system once they have been completed.

### 2.3.3.1 Status of orders

The status of orders changes automatically according to the changes in status of services.

The following list shows the various statuses in which a service may be and how this affects the final order. The priority is from HIGH to LOW.

PRIORITY	STATUS OF THE ORDERS ordered by the most restrictive statuses requiring manual operation
HIGH	ERROR
	PAUSED
	EXECUTING
	PENDING
	DONE
LOW	

For example, in a pending order with 3 services; if 2 are in EXECUTING and 1 in ERROR, the status of the order is ERROR because this shows that an operator's attention is required. Services in EXECUTING continue to be executed until they are completed.

Paused devices are also given a high priority on the list above as they require manual intervention by the operator.

### 2.3.3.2 Limitations

If "PAUSED" is activated for an order/service, its execution is paused, but other new orders or services continue to be executed as normal.

If RESUME is activated for an order/service which is PAUSED, in ERROR or DONE, it is reactivated, and its status becomes PENDING. The order/ service will not be processed until the Service Module is free again.

It is possible to "KEEP" an order from a Kiosk or Order Terminal to keep it in the system until it is permanently deleted manually. This is useful for saving sample orders, some interesting orders from clients you wish to save for some time, etc.

A service with an ERROR status may continue being executed using the RESUME option. This enables the service to be resumed at the exact point where it left off.

The table below shows all the possibilities for action for orders and services depending on their status.

Actions Toolbar & options										
Type	STATE	START	PAUSE	OPTIONS (Orders)(2)	OPTIONS (Service Modules)(6)	DELETE	ADJUSTMENT (2)	KEEP (2)	EXPORT to Click(2)	
ORDERS	PENDING	Yes (4)	Yes	Yes			Yes (7)	Yes		
	PAUSED	Yes		Yes (5)		Yes	Yes	Yes	Yes	
	ERROR	Yes		Yes (5)		Yes	Yes	Yes	Yes	
	EXECUTING		Yes	Yes			Yes (7)	Yes		
	BATCH_EXECUTING		Yes	Yes			Yes (7)	Yes		
	DONE	Yes		Yes (5)		Yes	Yes	Yes	Yes	
	KEEP	Depends on the status of the orders			Depends on the status of the orders					
	TO_APPROVE	Yes (validate)	Yes (validate)			Yes				
	TO_RESUME		Yes	Yes			Yes	Yes		
SERVICES	PENDING		Yes	Yes			Yes (7)			
	PAUSED	Yes		Yes (3) (5)			Yes		Yes	
	ERROR	Yes		Yes (3) (5)			Yes		Yes	
	EXECUTING		Yes	Yes			Yes (7)			
	BATCH_EXECUTING		Yes	Yes			Yes (7)			
	DONE	Yes		Yes (3) (5)			Yes		Yes	
	TO_RESUME		Yes	Yes			Yes			

TABLE 1

If the system has eliminated the service files, only the delete-option will be possible on it.

Only activated in a Click. A subfolder is created in the professional workfolder with the order identifier, so that it can be easily identified.

The priority of a service cannot be modified.

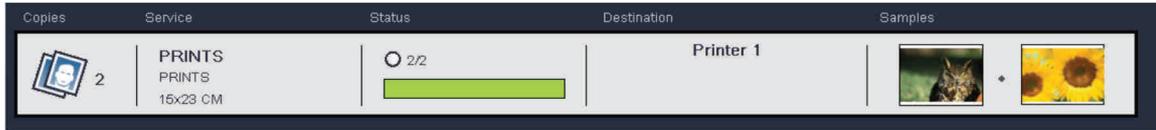
It is possible to restart an order in pending status if an order with “Now” priority has stopped another incoming order.

The options can be seen and edited.

Shows adjustments in reading mode.

### 2.3.4 Details of services

The information on a service which appears when an order is selected is useful for monitoring the steps to take and the status.



- **Copies:** The number of images for processing is shown in the first section. When burning CDs, the number of CDs is normally 1.
- **Service:** Shows the print format (10 x 15) or the type of service for IndexPrint, calendars, card photos, etc.
- **Status:** Shows a progress bar and the completed / total number of copies.
- **Destination:** Shows the output device/s for the service if it is already being processed. If these services have not yet been assigned to a device, an “Output device not yet assigned” message appears.  
There is only one case in which the destination is known before assignment of the Service Module - when a destination device is determined from the source application. (E.g. ClickPRO)

This information is useful for collecting jobs after they have been processed, when there are more than one output device.

For example, a PRINTING service in balanced mode can be printed on all the connected printers which offer this format. This section shows the “alias” of all the printers which process this type of service.

- **First and last images:** Shows a thumbnail of the first and last image in the service.

### 2.3.5 Order/service options



Order and service options can be edited and viewed using the options button on the toolbar. This window activates a pop-up window showing the options for the selected element (order or service) and enables some settings to be modified.

The options for orders and services are not translated as they are internal Dispatcher values. The meaning of each is listed below.



### 2.3.5.1 Restrictions

It is not possible to edit options in orders or services if their status is Executing or Pending. Changes cannot be made in these cases.

It is also not possible to EXPORT TO CLICK for an order which is being processed.

It must first be left "IN PAUSE" in order to be able to make changes.

### 2.3.6 Order options

Some settings or options in the order can be modified. All the internal options in the order can be seen as complementary information.

The order settings which can be changed are:

- **PRIORITY:** An indicator of priority within the following values: High, Medium, Low, Now! (Immediate).  
The Now priority is the highest, and leads to any job with a lower priority that is being executed being stopped. When the order is completed the order is reestablished according to what the other orders were being executed.

Some of the common read only settings in an order are:

- **INITIAL\_TIME** (start time): The date and time when the order was created.
- **END\_TIME** (end time): The date and time when execution of the order was completed.
- **SOURCE APPLICATION:**The name of the application which generates the order.
- **USER\_TYPE:** The type of user executing the order. This is useful for orders from an Order Terminal/Kiosk (operator, end client, etc.)

### 2.3.7 Service options (optional)

The service settings shown depend on the destination Service Module and the type of service.

- **COMMON SETTINGS:**
  - **FORMAT:** The output format which is used in this service (Example for printing: 10 x 15cm or 4 x 6 inches, etc., CD burning: DVD\_8Gb, etc., DPSLab: 1 hour, 24 hour service, etc.)
  - **DESTINATION\_DEVICE** (destination printer): Enables the printer printing the service to be changed. Only the printers using the format in question are offered.
  - **COPIES:** Number of images / CDs etc. processed for the selected service.
- **PRINT SERVER:**
  - **QUALITY:** 1,2,3 (Normal, Fine, Superfine)
  - **BALANCED** (balanced mode): TRUE/FALSE depending on whether the printing mode is balanced or blocked
  - **WHITE BORDER:** True/False:
  - **FIT\_TO\_PAPER:** False
  - **COLOR\_OPTIMIZED:** Colour optimisation (Colour / Black and white)
  - **FIT\_TO\_PAPER:** TRUE/FALSE To fit the image to the paper, trimming the image to maintain the proportions.
  - **ERROR CODE:** (Not visible if there is no error): An error code, only when there has been a problem in the service.
  - **ERROR DESC:** (Not visible if there is no error): Description of the error code.
- **CD BURNING:**
  - **ACTION** (Result of creating a CD): **SUBLIME** (creation of a CD with the client's images and the SUBLIMECD application), **BACKUP** (back-up copy CD), **ERASE** (deletion of CD), **QERASE** (Quick delete)

- SESSION\_NAME: Internal name of the CD compilation (only available for SUBLIME and the CD BACK-UP COPY)
- LANGUAGE: Default language for the SUBLIMECD.
- DPSLAB:
  - TAX: Amount of money for tax applied to the Service Module.
  - CUSTOMER\_ASK: Questions that the Kiosk or ClickPRO will ask clients to obtain information about them (address, telephone number, etc...)
  - SERVICE\_ASK: Questions defining the type of service to be carried out (Colour/B+W, White border, etc.)
  - PRODUCT\_ASK: Questions related to the product.

### 2.3.8 Exporting orders and services to Click



Selected orders and services can be sent to Click from the options screen

The selected orders/services are transferred to a Click work folder as a subfile with the same name as the order number.



To access these exported orders, access the Click application and the work folder opens to view the order for editing. Because an order can be exported as many times as desired, if the order exists in Click, a folder is created with a number (1), e.g. "DISPATCHER\_222333 (1)"

### 2.3.9 Saving orders permanently



Orders of interest can be saved permanently in the system. To delete them afterwards, the "Cancel" button is used.

The orders saved are visible from the STORE tab.

Orders can be saved regardless of their status. A saved order can reexecuted at any time and as many times as necessary.

### 2.3.10 Apply changes



This button is used to apply changes to the values in the options panel, so that they are effective and the screens are updated with the new values.

### 2.3.11 Preview and touching up of images in orders/services

Orders normally consist of photographic services or include images. The first and last images they contain are shown in the details of services (in the active orders section).

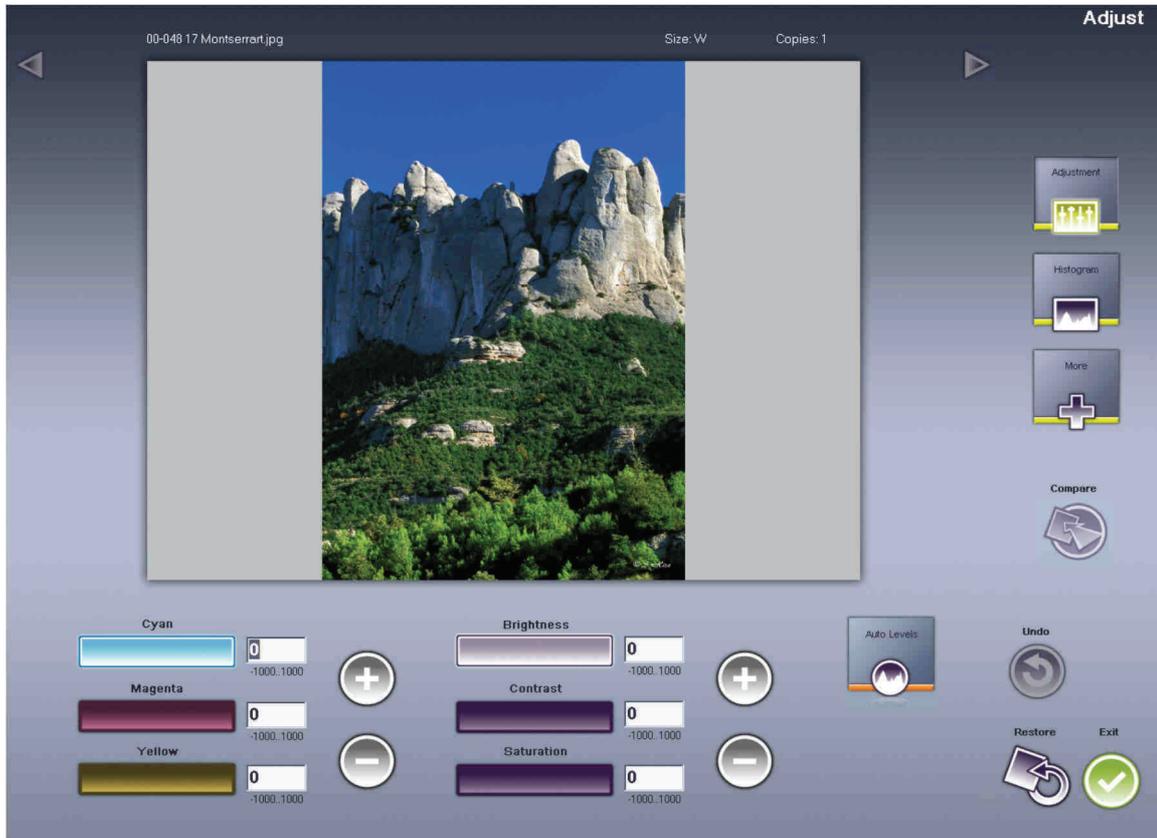


Dispatcher allows previewing of the entire contents of the services, and adjustments to be made quickly. An order can be completely modified, moving automatically from service to service.

All the images involved are shown on the preview/adjustments screen, where all the changes made can be saved.

**RESTRICTIONS**

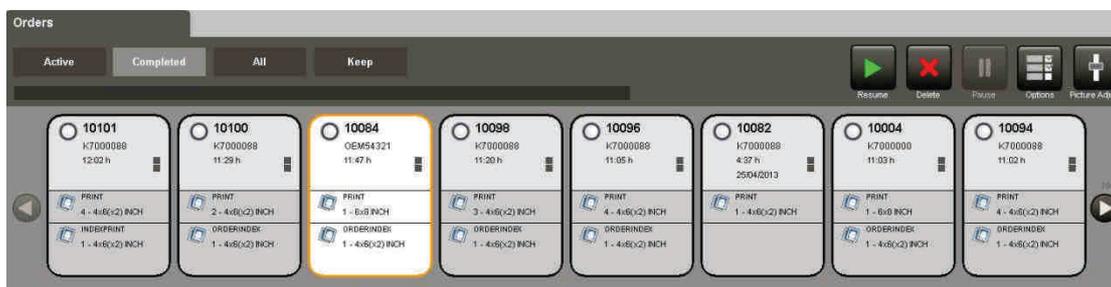
It is not possible to adjust images of orders/services which are being executed or pending. In this case, it is only possible to preview the contents.



Operation of this screen is explained in the Click manual.

## 2.4 Default filters for orders

From here, orders can viewed and filtered to work quickly with those needing most attention, already processed orders can be recovered.



### 2.4.1 Active orders

Shows the orders currently active. This refers to orders with the following statuses: PENDING, IN PAUSE, ERROR, EXECUTING and all their services.

This list is ordered from high to low PRIORITY and by date. The orders on the left of the list have the highest priority, and the ones on the right the lowest priority.

## 2.4.2 Completed orders

These are those with a DONE status and whose services are also DONE.

This list is ordered backwards by date and time of completion. The first order on the left will be the last to have been processed, and the one on the right the oldest. The date shown on the file is the creation date, but when the order is selected, the completion date of each of the services can be seen on the progress bar.

## 2.4.3 All orders

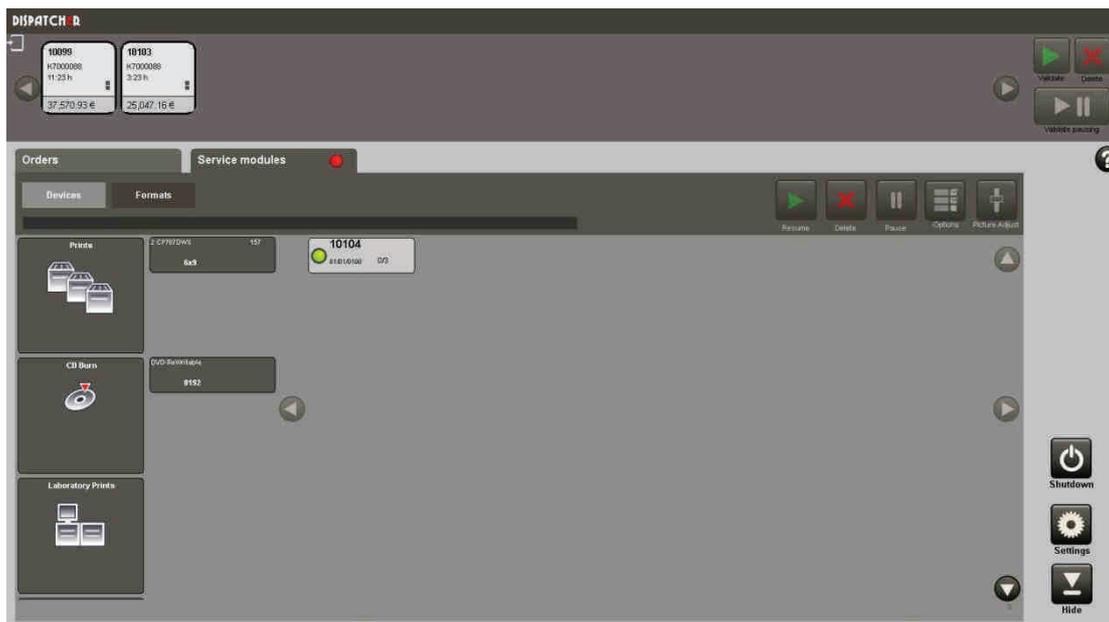
This shows all orders, both active and completed, and those marked with SAVE.

Completed orders in SAVE status are shown in the panel of completed orders until the day specified for the Garbage Collector. From this date onwards, orders are only visible from the SAVE tab.

## 2.4.4 Orders to save

Orders which can be in any status but which are marked as SAVE. The operator chooses to save them from the options panel.

## 2.5 Service Modules



### 2.5.1 Devices

This view enables viewing of the physical devices of all the service modules and the services of the associated orders. The visible services are those which have been assigned by the service module, or whose destination device is already known. (e.g. specified from Click).

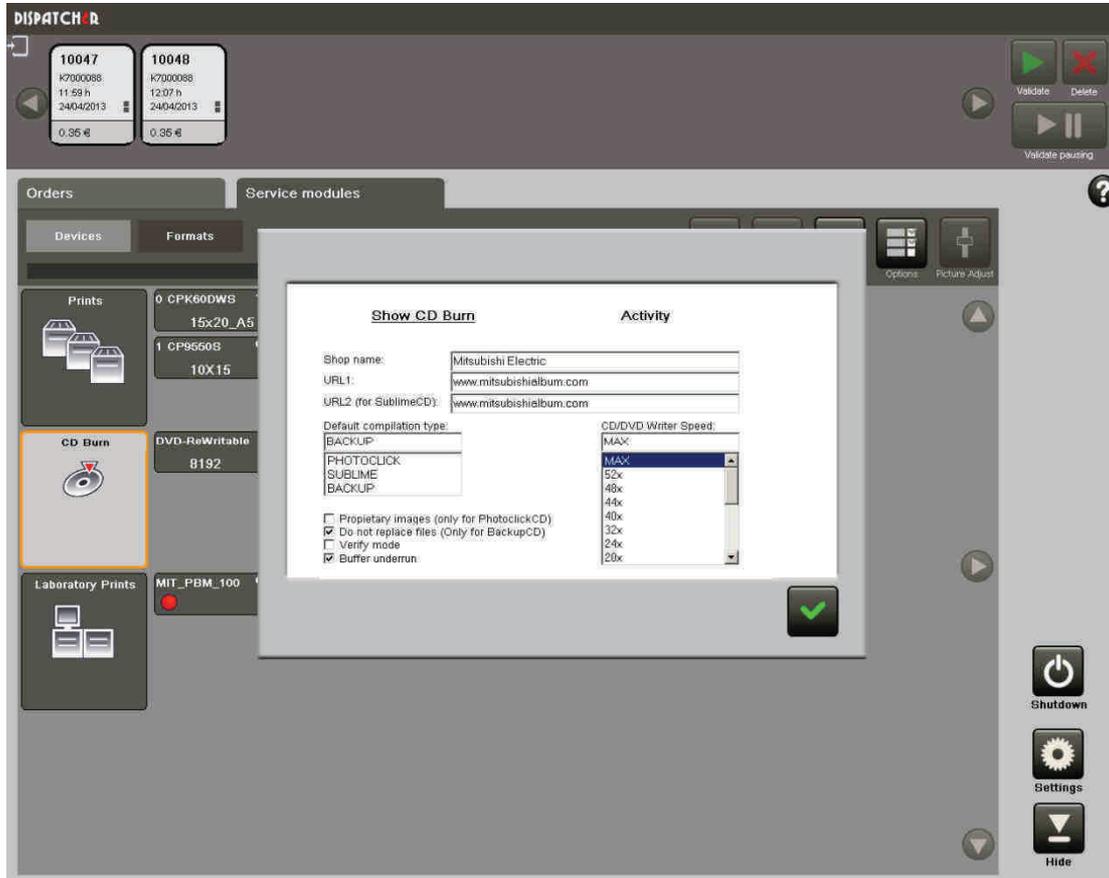
Unassigned services cannot be seen in this section.

This screen is useful for finding out the amount of services that will be performed by specific devices. It is possible to PAUSE and RESTART/CONTINUE services according to needs, using this interface.

### 2.5.1.1 Open specific Service Module adjustment application

To open a Service Module, press the button which identifies the Service Module to select it, and then the OPTIONS button on the toolbar.

This action opens the Service Module screen with its options and extensive information. The example shows the options screen of the CD Burn Service Module:



### 2.5.1.2 Working with services and their actions

Changes can be made to the services using the toolbar buttons. The status of each service is shown in the same way as on other screens (a coloured icon).

#### 2.5.1.2.1 PLACING A SERVICE MODULE IN PAUSE MODE

It is possible to place a complete Service Module in pause mode by selecting and pressing the "PAUSE" button. This makes the Service Module stop all the jobs it is processing until it is released again. It will then continue working at the point where it left off.

Some Service Modules, such as CD burning, cannot be stopped when the process has started, as the output device could be damaged. In this case, a message appears stating that the action is impossible.

#### 2.5.1.2.2 PAUSE MODE, RESUME, STOP AND EDIT A SERVICE

This screen enables the common actions on the toolbar to be executed on the selected service.

### 2.5.1.3 Completed services - "DONE"

Completed services appear on this screen, until the execution of a new service in the same device starts, or until the device is released, if it is in pause mode after processing. This is useful for identifying the output device for a specific service.

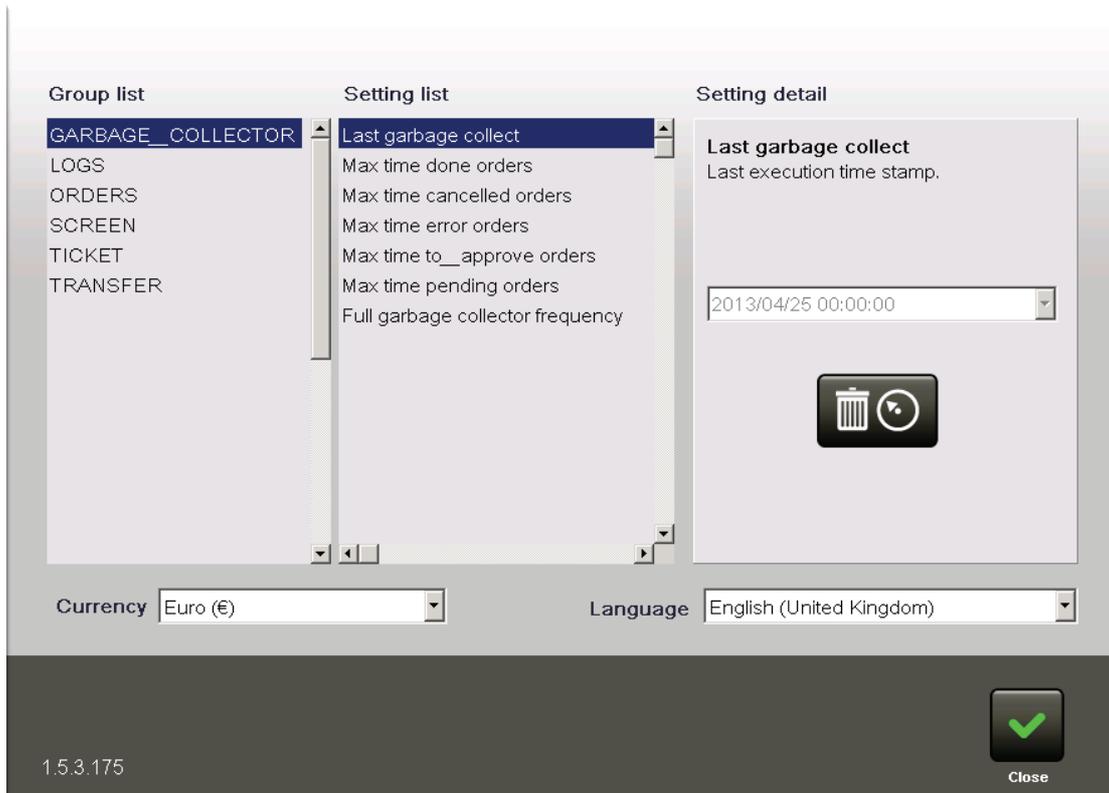
### 2.5.2 Formats

This screen enables viewing of all the Service Modules classified by output format, regardless of the amount of devices they support.

The services appearing are those that the Service Module has assigned or those for which the destination format is already known. For printing services, the formats could be 10 x 15, 13 x 18, etc.

## 3 Dispatcher configuration

### 3.1 Configuration administration screen



### Group list

ORDERS	Setting list	Setting detail
AUTO_APPROVE		<p><i>TRUE</i>: All orders reaching Dispatcher are automatically approved</p> <p><i>FALSE</i>: All orders reaching Dispatcher must be approved manually.</p> <p><i>CHOOSE</i>: Incoming orders are approved or pending approval depending on the source application. Pre-approved orders can be generated automatically in Kiosk depending on whether the client paid for it in that Kiosk. (Although this can be configured in Kiosk settings)</p>

**GARBAGE COLLECTOR**

Old orders are checked for every 24 hours. The configuration of the following settings determines the action to be taken on orders:

Setting list	Setting detail
<i>MAX TIME DONE ORDERS</i> : (default value 1 day) Frequency of cleaning up of completed orders. Numerical value specified in days.	1-9999: shows how many days orders are saved for.
<i>MAX TIME CANCELLED ORDERS</i> : (default value 1 day) Frequency of cleaning up of cancelled orders. Numerical value specified in days.	
<i>MAX TIME ERROR ORDERS</i> : (default value 0 days - disabled) Frequency of cleaning up of error orders. Numerical value specified in days.	
<i>MAX TIME PENDING ORDERS</i> : (default value 0 days - disabled) Frequency of cleaning up of pending orders. Numerical value specified in days.	
<i>MAX TIME TO_APPROVE ORDERS</i> : (default value 0 days - disabled) Frequency of cleaning of orders to be approved. Numerical value specified in days.	
<i>FULL GARBAGE COLLECTOR FREQUENCY</i> : (default value 365 days) Frequency of complete cleaning.	
<i>STATISTICS_CLEANUP_TIME</i> : (default value 365 days) Frequency of cleaning of order information from the system. The statistics data disappears.	Configuring the system to clean orders over one year old is recommended. If the value is 0, the statistics data are never deleted.

**TRANSFER**

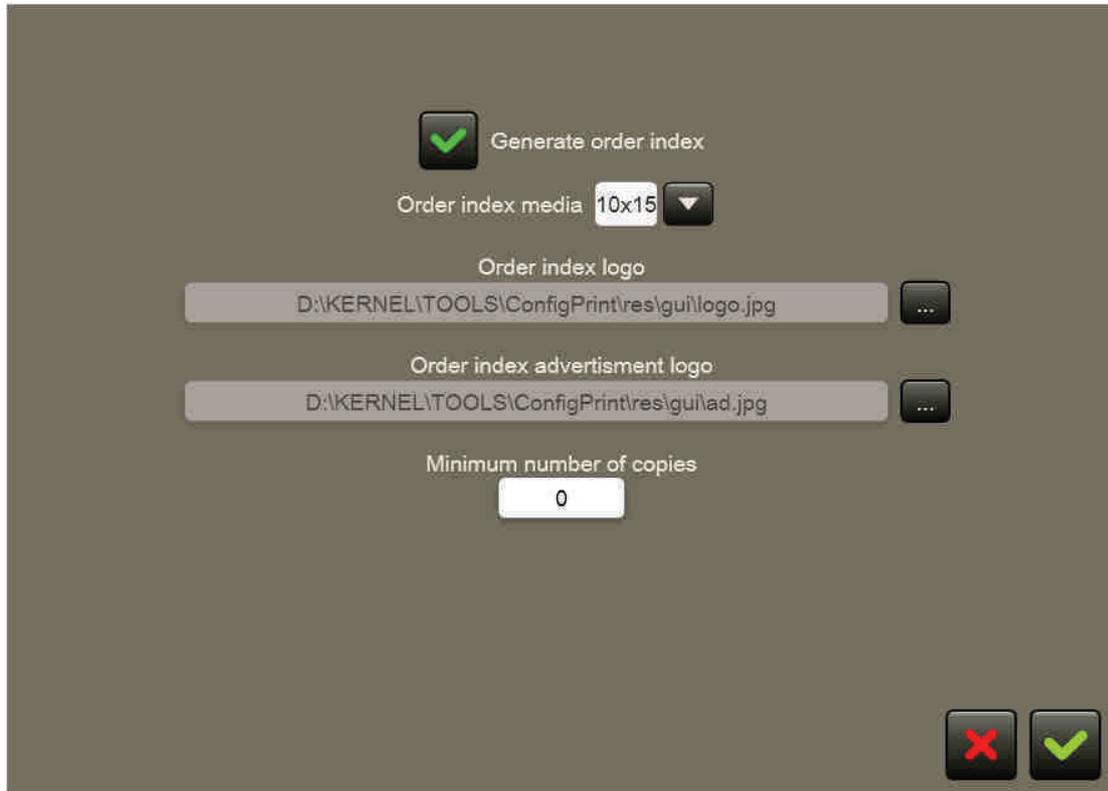
Setting list	Setting detail
<i>LOCAL PATH</i> : Local folder, where incoming orders are stored. This folder must be writable.	
<i>SHARED PATH</i> : This is the shared name for the LOCAL PATH folder.	

In any of the above cases, part of the order data is saved in the system for counting in statistics.

The following parameter is used to delete these data automatically.

## 3.2 Sorter Mode setting

In this screen are configure the available options to the Sorter mode.



- Generate order index: Enable the order index.
- Order index media.
- Order index logo.
- Order index advertisement logo.
- Minimum number of copies: Define the minimum number of copies that the order must have to print the order index. The default value is 0. The value 0 means that doesn't limit of number of copies.

## 4 Special Features of Service Modules

### 4.1 Print Server

The printing service is more complex in a Flexilab system, and the effect of some status changes on the Dispatcher administration interface warrants special attention.

Print Server can be configured in various ways. The configuration of the application and the connected printers and their formats may affect the status shown in Dispatcher.

The following table shows all the possible cases changing the status of Dispatcher and as a consequence is helpful in interpreting the information on the screen and quickly finding areas which require manual intervention for the recovery of errors in the printers (no paper, etc...)

		DISPATCHER			Print Server
		Printer OK	Dispatcher ORDERS/SERVICES status	Dispatcher DEVICES status	Automatic balancing between printers
<b>ORDER mode</b>	1 Printer ("ANY" balancing option) or DESTINATION DEVICE selected	Printer OK	EXECUTING	OK	n/a
		The printer is in ERROR	ERROR - If relaunched, it is assigned to the same original printer	Device ERROR	NO
	N Printers ("ANY" balancing option) or DESTINATION DEVICE selected	Printers OK	EXECUTING	OK	n/a
		Some printers in ERROR	EXECUTING and the part of the job assigned to the printers which have ERROR have to wait.	Device ERROR	NO
		All the printers in ERROR - or it is impossible to continue	EXECUTING. The job waits for the change of paper or solution to the problem.	Device ERROR	NOT automatic (can be changed from Dispatcher options)
			No other service can take priority until the one being executed is completed.		If all the printers left to finish printing fail, there is EXECUTING until the problem is solved
<b>SPEED "MULTIPRINTER" mode (DESTINATION DEVICE = ANY)</b>	1 initial printer (then other printers with the same format can be assigned)	Printer OK	EXECUTING	OK	Yes - If another printer providing the same format is free
		The printer is in ERROR	ERROR	Device ERROR	NO
	Several printers assigned (balanced automatically)	Printers OK	EXECUTING	OK	Yes - If another printer providing the same format is free
		Some printers in ERROR	EXECUTING	Device ERROR	YES
<b>"SINGLE PRINTER" mode (with or without DESTINATION DEVICE) SPEED and ORDER do not matter</b>	1 Printer (1 with only 1 format) and optionally, DESTINATION DEVICE	Printer OK	EXECUTING	OK	n/a
		The printer is in ERROR	ERROR	Device ERROR	NO
	N Printers (balanced option "ANY")	Printers OK	EXECUTING	OK	YES - A printer is initially assigned, and another cannot be reassigned until the end of the service
		Some printers in ERROR, but this does not affect the printer assigned initially.	EXECUTING	Device ERROR	NO
		ERROR in my printer	ERROR	Device ERROR	NO

**Appendix DPS Monitor**  
**Rev. 2.2**

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## 1 General information

This module checks the general status of the other programs and manages communications with the DPS server if the software is ONLINE. Its specific functions are:

- Management of the system activation.
- Loading all the DPS applications in the correct order when the system is turned on
- Checking on the general state of DPS applications
- Opening and closing all the DPS applications
- Management of communications with the DPS server. This includes:
  - **Notification of incidences related to hardware malfunctioning**
  - **Notification of the activities of all completed operations**
  - **Notification of the state of devices and DPS applications**
- Backup copies and recovery management
- Shutdown of the MAP machine.
- Restarting and shutdown of the machine at a specific time.



The operator can access the DPS Monitor from the operator menu

The main DPS Monitor window is shown below.

DPS MONITOR					
Main DPS Activation Configuration MAP					
KIOSK DPS MONITOR					
Version: 2.4.1					
KIOSK APPLICATIONS LIST					
Application	Version	Running	Status	Error Code	Error Msg
DPSCONNECTION.EXE	1.4.1	YES	Ok	0	Ready
ADJUST.EXE	1.0.1 (2)	NO			
DISPATCHERADMIN.EXE	1.5.4 (341)	NO			
DISPATCHER.EXE	1.1.0 (9)	YES			
SENDCLICKDEVICES.EXE	1.0.0	NO			
STATISTICS.EXE	1.1.0 (54)	NO			
DPSLAB.EXE	3.8.15	YES			
DPSLABLISTENER.EXE	2.0.1	YES			
DPSPRINTSERVER.EXE	6.1.0 (9)	YES			
PHOTOKIOSK.EXE	2.4.1	YES			
LIVEUPDATE.EXE	1.5.0	YES			
DPSBURNS.EXE	1.0.1 (173)	YES			

ACTIONS

Version: 1.3.0.20

- Display the global software version installed in this machine.
- The applications installed and their current version is identified in the *application* and *version* columns.
- The *running* column shows if the application is running.
- The *status* and *error code* columns show the status of the devices (which may be *ready*, *warning*, *critical warning*, *error*, *initializing*) and a code which identifies the type of error in the device and what is necessary for the technical service to be able to solve the problem.
- *Error Msg* provides a brief explanation of the type of error.

From the main menu, it is possible to:

- Run or close the applications manually.
- Restart or shutdown the system.
- Registration and activation the software..
- Selection application to execute in the system.
- Enable/Disable the hardware detection to be connected the machine.



- Enable/Disable the USB device writing protection.
- This option allow the writing to the internal or external USB device.

For enable this option must be select the *Menu Configuration*, USB Protection section and select **Enable**.

For disable this option must be select the *Menu Configuration*, USB Protection section and select **Disable**.

The default option is “Enable” for DPSKiosk software. This means that every time the machine gets power on the USB write protection will be enabled.

For DPSClick and ClickLite software, the default option is “Disable”.



**IMPORTANT**

When a USB is inserted in the machine, the parameter of the USB protection assigned for this device will be selected in that configured in the DPSMonitor en in the insertion moment.

If the USB protection parameter is changed, must will be extract and insert again the device for apply the new parameter.

- MAP. Power off the MAP machine. To shutdown the machine is required that the machine is called **PBM**.

**Reference:**

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## 2 Back-up and recovery

DPS monitor automatically creates backup copies of critical files of all DPS applications. These are saved in the folder R:\Backups. These files are the databases related to the system configuration (Prices, general configuration, etc.) There are two types of backup copies:

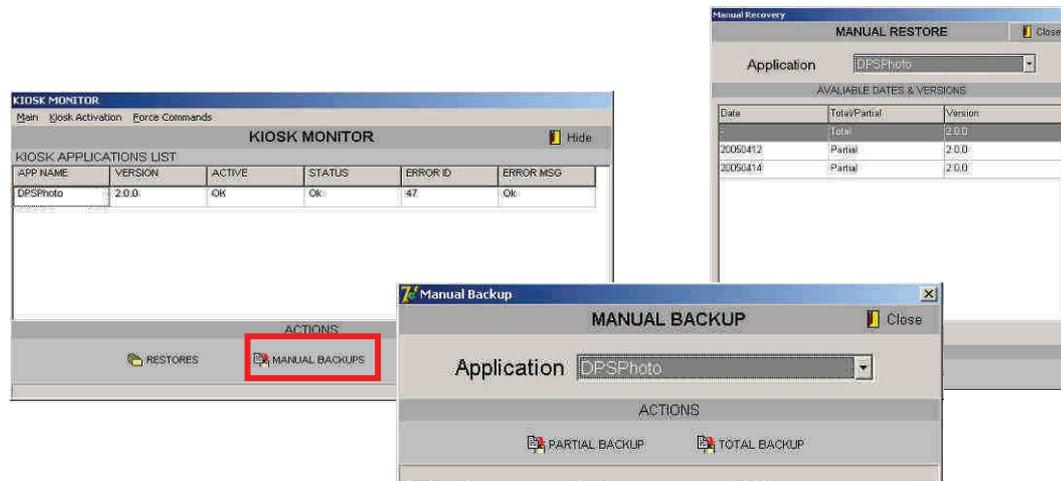
- Partial back-up  
All the information on databases and images in remote requests are saved providing that the system is shut down (see section 'Shut down').

A maximum of 10 partial backup copies are made at the same time. The previous copies are deleted from the system and only the last back-up copy is saved if two copies are executed on the same day.

- Total back-up  
All the information on the database and all the DPS Application files (except for the Calendars and Frames) are saved whenever a remote update is executed. A maximum of 3 total backup copies can be executed at the same time and only the last back-up copy is saved if two copies are executed on the same day.

The operator/ supervisor can execute a back-up copy manually from the main screen of the DPS Monitor:

1. Push the "Manual backups" button
2. Select the DPS application for which you want to make a back-up copy
3. Choose the type of back-up copy



The operator can restore the information saved manually from the DPS Monitor main screen:

4. Push the "Restores" button
5. Choose the DPS Application to be recovered
6. Choose the back-up copy for which you wish to recover data

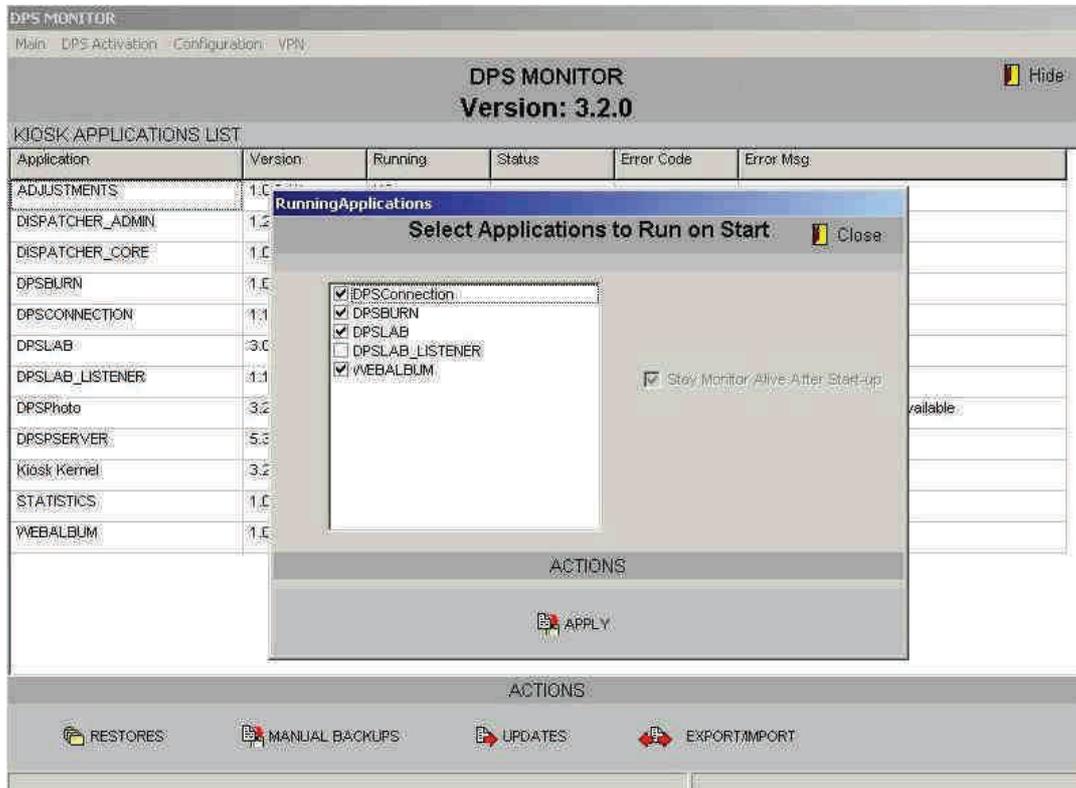
### 3 Selecting applications to be run

**NOTE**  
Only personnel authorised by the manufacturer can make changes on this screen

It is possible to select the applications that will be run when the machine boots up. System performance will increase proportionally to the number of applications disabled. Each application is associated with a series of services and therefore disabling a given service will stop these services from running. The following table shows the relationship between applications and services:

Option in Click and Kiosk	Option on Monitor (internal name)	Services affected if disabled
Activate Monitor Manager	Monitor_Alive	Remote updates, web statistics and device warnings, Backups,
DVD / CD Burning	DPSBurn	Burning DVD / CD
Labs Laboratory	DPSLab	Laboratory Services
External orders (web)	DPSConnection	Remote updates, web statistics and device warnings

To access this screen, click the option *Running applications* in the *Configuration* menu.



Regardless of what is selected on this screen, the system has a series of restrictions that will modify this selection subsequently. These restrictions depend on the product and whether it is *Online* or *Offline*, as the following table shows:

Product	Offline	Online
Kiosk Standalone	DPSCConnection are not run	DPSCConnection and Monitor are run
Kiosk OT	DPSCConnection are not run	DPSCConnection and Monitor are run
Click	DPSCConnection or Monitor are not run	DPSCConnection and Monitor are run
Click Lite	DPSCConnection.	A Click Lite will not be Online

**IMPORTANT**

From Click v2.6.0 and Kiosk v3.6.0 software, the Monitor Manager application will be available by default in all software, even in ClickLite application.

## **Annexe III – “PrintModule”**

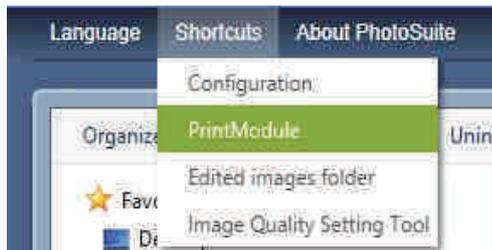
<b>ANNEXE III – “PRINTMODULE”</b> .....	<b>1</b>
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# 1 Introduction

The PrintModule is entrusted with controlling the queue of printing jobs generated by the main applications, and with preparing, sending and controlling individual printing jobs for each printer that is connected.

To access the printing module or PrintModule will be done differently depending on the system:

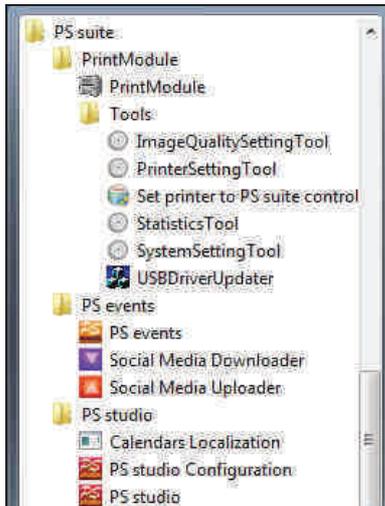
1. PS studio. Go to the menu at the top of the application in the Shortcuts section and select PrintModule. The PrintModule can also be accessed by left-clicking on the icon on the right of the system toolbar, or through the 'PS Solutions' applications group in the system home menu (the different access routes will depend on the operating system version).



2. Kioskgifts. From Dispatcher Admin or also be accessed by left-clicking on the icon on the right of the system toolbar.

For **Matte** printing with the CPD80DW/-S printer, select the **SuperFine** print quality.

A series of setup utilities associated with the PrintModule is provided (see image), which are described later on.



## 2 Operation

When the main software (PS events, PS studio, Dispatcher, etc ...) is started up manually, PrintModule is automatically started up and is displayed in a minimised form on the operating system toolbar.

If this automatically closes when the PrintModule is started up, check that the printer is connected to a USB 2.0 port and on, and if it is, that the printer information detected by the PrintModule is correct (see the 'Printer info' section below).

## 2.1 PrintModule Screen

The PrintModule screen displays the job information, a description of the job, the output format, the total number of prints, the order date and the printing progress. Some buttons described aren't show in the Kioskgifts – Dispatcher systems.

The screenshot shows the MITSUBISHI PrintModule interface with a table of print jobs and several control buttons. The buttons include 'Resume', 'Pause', 'Pause & Next', 'Delete(List only)', and 'Close'. Callout boxes provide detailed instructions for each button's function.

Order Number	Service	Size	Prints	Completed prints	Status	Order Date/Time	Completed Date/Time	Printer	Printer Status
17	EASYALB...	10x15...	60	4	Paused	9/12/2013 3:53:34...			
18	PRINT	10x15...	9	0	Paused	9/12/2013 4:01:44...			
19	EASYALB...	15x15...	20	0	Paused	9/12/2013 4:04:28...			
20	PRINT	10x15...	11	0	Paused	9/12/2013 4:06:56...			
21	PHOTOID	10x15...	1	1	Completed	9/12/2013 4:07:45...	9/13/2013 10:26:31...		
22	CALENDAR	10x15...	1	1	Completed	9/12/2013 4:08:35...	9/13/2013 10:26:51...		

**Resume:** Allows the user to resume a paused job

**Pause:** Allows a job to be paused in order to execute the next job in the queue

**Pause & Next:** To minimise the PrintModule. The orders will continue to be executed in the second plane.

**Delete(List only):** Allows completed or paused jobs to be deleted. If you want to delete a job that is being printed, you must first pause the job.  
To eliminate jobs that are to be executed on different printers, first pause the jobs and then press "Pause & Next" and lastly, press "Delete" to eliminate them.

**Close:** To minimise the PrintModule. The orders will continue to be executed in the second plane.

**Printer Info:** Job selection. Press the "Shift" key to select more than one consecutive job. The "Control" key is used to select different jobs.

**Pause & Next:** Allows the job to be paused. If a job is paused and then an order is made through PhotoSuite that job will be placed in the "Waiting" status. If you want to pause a job but want the next job to be printed, press the "Pause & Next" button.

The jobs may be in the following states:

**Being printed:** The job is being printed; in this state the order can be paused.

**Waiting:** The job is waiting for another printing job to finish, or for the printer to accept the job.

**Completed:** The job has been printed in full. Once completed, it cannot be printed again.

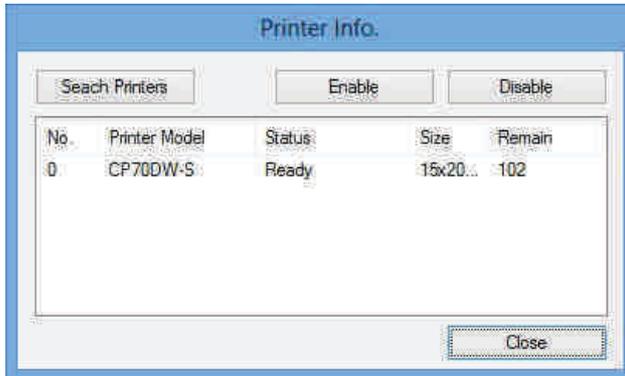
**Paused:** Jobs in this state can be resumed by pressing the "Resume" button.

**"Pausing...":** in some cases (in double-sided print jobs), after pressing "Pause", the job will continue to be printed until the double-sided print operation has been completed.

**In Error:** Consult the "Printer status" column to see what the error is. If no description is given, consult the printer status by pressing "PrinterInfo".

## 2.2 Printer Info

This displays information about the connected printer. The model, printer status, type of paper loaded and number of copies available are shown. If you have just switched the printer on, press the "Search Printers" button to refresh this screen.

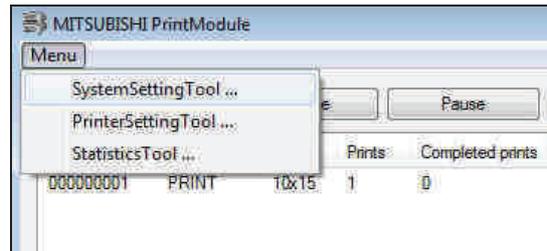


## 3 Configuration

### 3.1 Access to configuration tools

A menu is displayed in the top left-hand corner of Printmodule, with links to the different configuration tools, which are described in the following sections.

They can also be accessed from the main Windows menus.

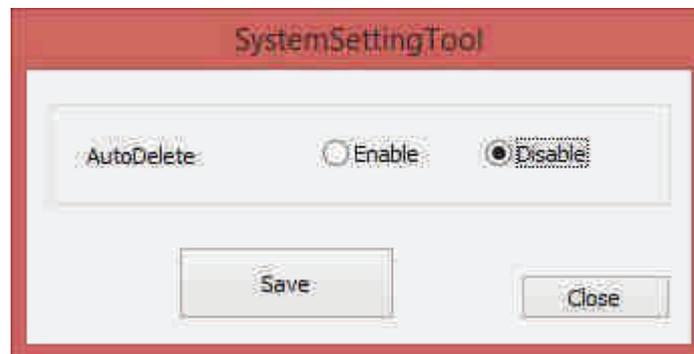


### 3.2 SystemSetting Tool

This tool allows you to configure whether you want to delete the print jobs once they have been completed.

Enable -> Deletes orders once completed.

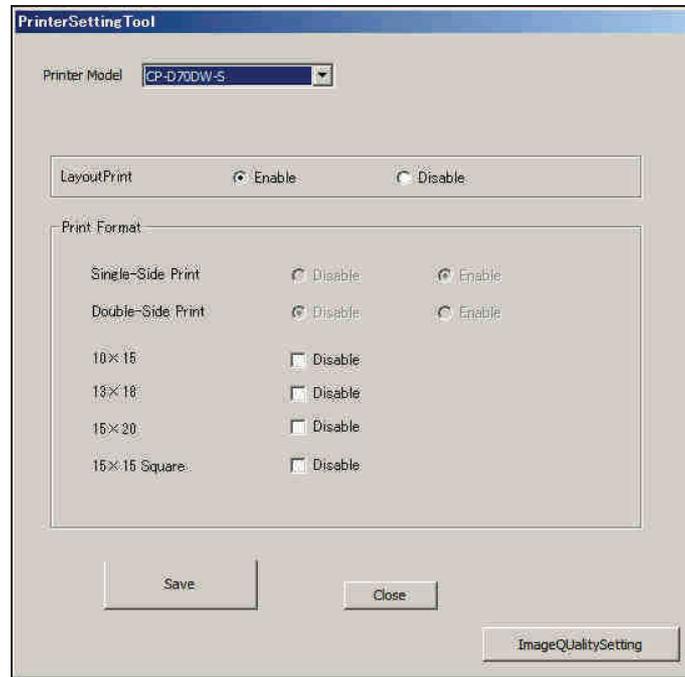
Disable -> Continues to store the orders in the equipment.



If this option is disabled, a large number of orders will accumulate which could take up all the free space on your hard disk. To prevent this, please delete the orders manually or activate this option.

### 3.3 Printer Setting Tool

This application allows you to change the following options, for each printer model selected in the "Printer Model" at the top:



1. Activate or deactivate the 10x15 format print in the models in which this is possible in 15x20 consumable ("LayoutPrint").
2. If the selected printer is the CP-W5000D, activate both the one-sided and/or the double-sided print options.
3. Activate or deactivate each of these print sizes (for the selected model):
  - a. 10x15cm(4x6")
  - b. 13x18cm(5x7")
  - c. 15x20cm(6x8")
  - d. 15x15cm(6x6")

This may be particularly useful for preventing the balanced printing of jobs between different printer models if this is not required.

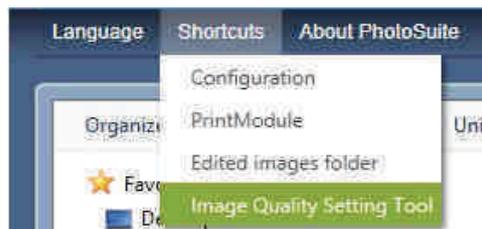
This tool can also be used to access the "Image Quality Setting Tool".

[Note]

Multiple distribution is not available for Double-sided Print and the composite image print sizes, 7.6x15 = 34, 5.5x15 = 35 and 5x15 = 36.

### 3.4 Image Quality Setting Tool

To access the image quality setting tool, go to the menu at the top of the application and in the Shortcuts section select "Image Quality Setting Tool", or in the "Printer Setting Tool".

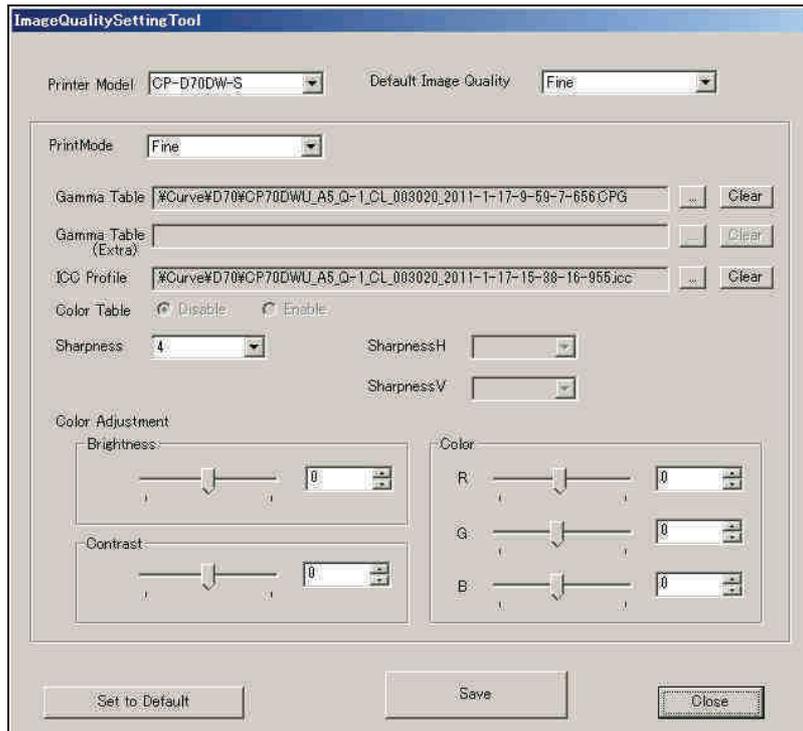


This tool allows you to adjust the printing quality for each printer model and printing speed ("default image quality") selected.

To change a parameter, first select the printer to be configured and then select the printing speed: *Fine, Superfine or Ultrafine...*

**Gamma Table:** This allows you to select a gamma table in CPG format. If not using a CPG table press the "Clear" button.

**ICC Profile:** Allows a specific ICC profile to be selected. If not using an ICC profile press the "Clear" button.



In the case of the CP-D80DWS printer an extra curve is shown for the Superfine mode. This curve should be equivalent to the one assigned by default to the Ultrafine speed (the same curve as the one for Ultrafine can be assigned). This is because in the Superfine mode it is automatically changed to Ultrafine, depending on the printing conditions.

**Sharpness:** Allows this parameter to be adjusted from "OFF" to "8"

**SharpnessV, SharpnessH:** only for the CP-W5000D model.

**Color Adjustment:** this allows you to adjust the R,G,B. colour glare, contrast and balance.

Once the parameters have been changed, press "Save" to save the configuration. Always do this before selecting another model from the list.

### 3.5 Statistics Tool

This application allows the production data to be exported to a standard .csv file. This type of file can be viewed with different applications, particularly those specialising in spread sheets. Steps to be taken to export the equipment statistics:

Annexe III. Printmodule

- 1.- Select the original file. It is located in: "C:\ProgramData\PSSolutions\PrintModule\Statistics\". Each file in the list includes the production information for a whole month.
- 2.- Press "Save".
- 3.- Select the place where you want to save the .csv file.



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13. You and your users operate and use this kiosk at your/their own risk. You and your users must follow the instructions provided. Mistaken operation could damage the users' media. Please ensure you provide instructions so that users do not remove their media from the system before they are requested to by the Device. Mitsubishi Electric Europe B.V. does not accept any responsibility for any loss of user data.

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15. The providers of such Third Party services may change their API configuration from time to time, or limit access to their Services, resulting in temporary or permanent loss of functionality. While we make all efforts to maintain interoperability with these Services, we cannot guarantee continued access and use of these functionalities.

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We wish to thank the Windows Presentation Foundation SDK writers and editors for letting us use the colour picker control code at <http://blogs.msdn.com/b/wpfsdk/archive/2006/10/26/uncommon-dialogs--font-chooser-and-color-picker-dialogs.aspx>.

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Version 1.1 - 26 February 2007

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