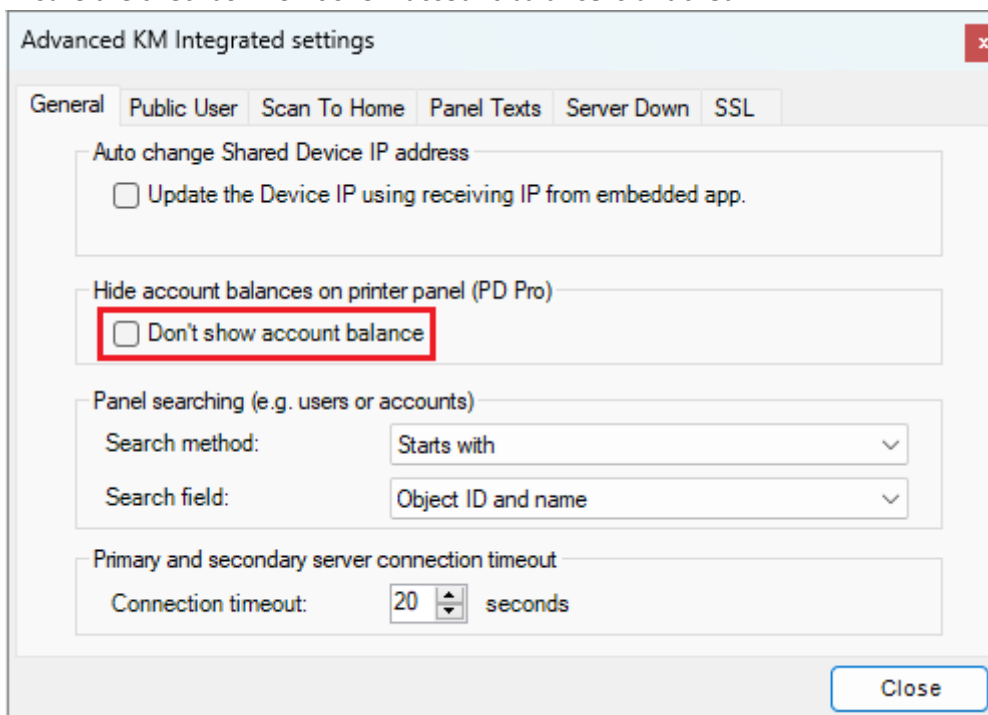


How to show the user account balance on a Konica Minolta printer

This document details how to ensure the user balance is accessible on the LCD panel of a Konica Minolta printer.

Ensure the device is configured to show account balances

- Open Resource Manager.
- Navigate to **Print Management > Shared Devices**.
- On the right hand side, double click on the printer or right click and select the **Edit** button.
- Click the **Controller** tab.
- Click the **Initialisation** tab.
- Click on the **Advanced settings** button.
- Ensure the checkbox **Don't show account balance** is unticked.



- If a change was made, re-initialise the device and click **OK + Refresh All**.

Ensure the user's auto-bill account is set to their user account

- Open the user.
- Click the **Billing** tab.
- On the **Auto-bill account** tab, ensure **Auto-bill to User Account** is selected.

The screenshot shows the 'User - Tanya' configuration window with the 'Billing' tab selected. The 'Transaction costs' section has a checkbox for 'Do not show the transaction costs to the user' which is unchecked. The 'Account billing settings' section has four radio button options: 'No client popup - auto bill' (selected), 'Popup invoice only - auto bill', 'Require account code', and 'Require account and matter codes'. Below these is a dropdown menu for 'Retrieve billing info from:' set to 'Workstation Popup'. The 'Auto-bill account' sub-tab is active, showing three radio button options: 'Auto bill to User Account' (selected and highlighted with a red box), 'Auto bill to Departments Account', and 'Auto bill to the following account: tanya'. A checked checkbox 'Popup after transaction failures (insufficient funds etc)' is also visible. 'OK' and 'Cancel' buttons are at the bottom right.

- Click **OK**.
- If a change was made, the PDServer should be refreshed before testing.

Ensure the user's account has a minimum balance enforced

- Open the user.
- Ensure the checkbox **Enforce minimum balance** is ticked.

User - Tanya

General Billing Account Access Software Access Rules Tel Auth & Importing

Full name: Tanya

Login name: tanya

Controller ID (PIN): 88 Auto

Card number: tanya

Email address: tanya@blueswift.co.za

Departments: Art ...

Home folder:

User Account Balance User Account Variable Pricing

User account code: tanya

Current Balance (R): 100,00

Enforce minimum balance

Minimum Balance (R): 0,00

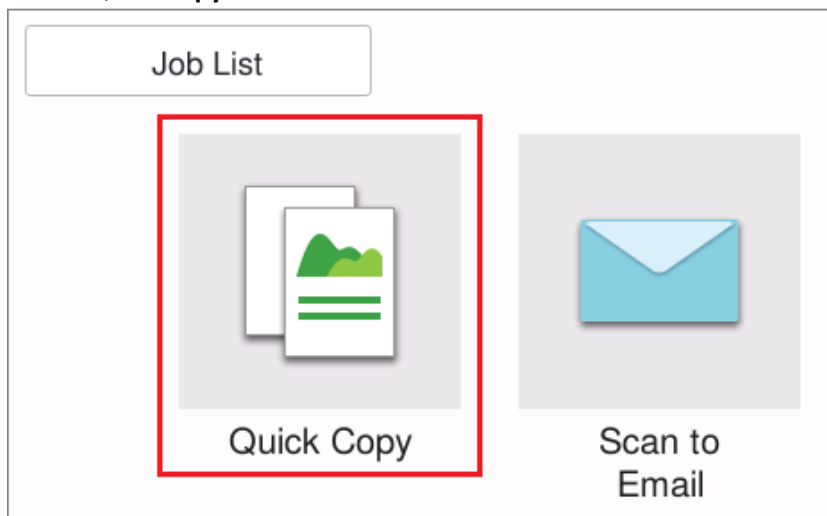
Add Transaction

OK Cancel

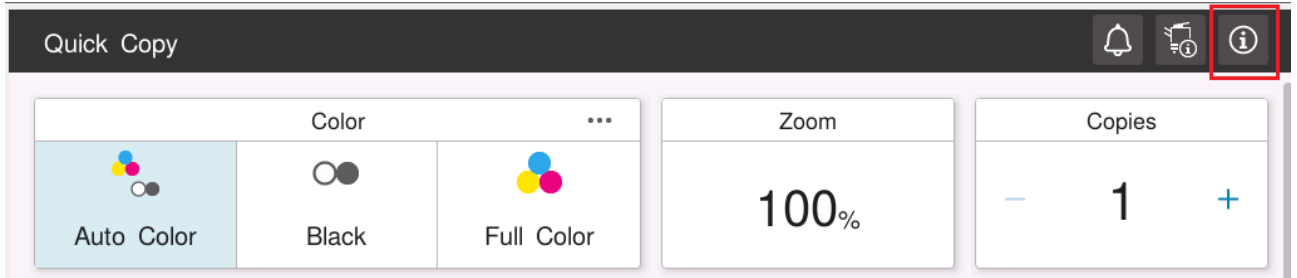
- Click **OK**.

View the balance on the printer panel

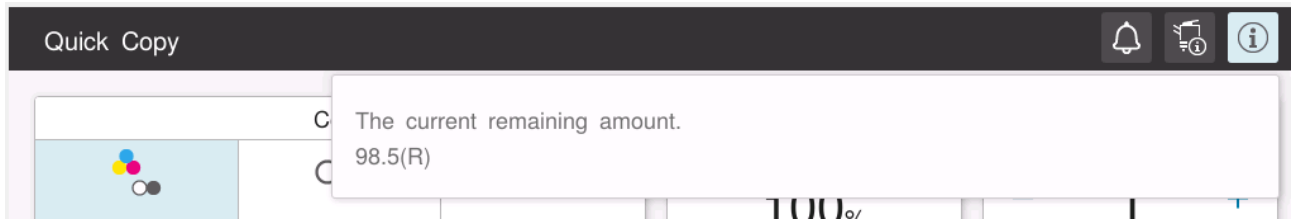
- Log in to the printer.
- Touch **Quick Copy**.



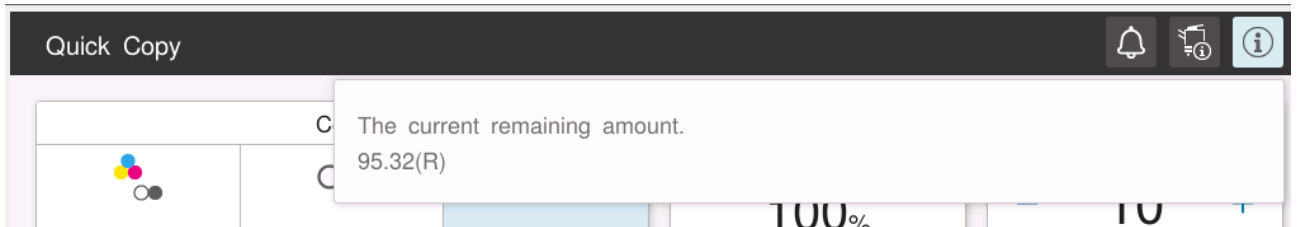
- In the top right of the panel, touch the Information icon:



- The current balance will be displayed:



- Once the machine starts copying, the balance will be updated as each page is printed:



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