

## Print Program

DMC can now offer software that simplifies print processes. This Print Program allows you to control print throughout your firm by creating and editing print macro rules for simple print management. This results in user restrictions for certain options depending on the document type and paper. The flexibility and ease of editing simplifies the print process for users across the firm allowing you to prevent waste and ensure consistency.

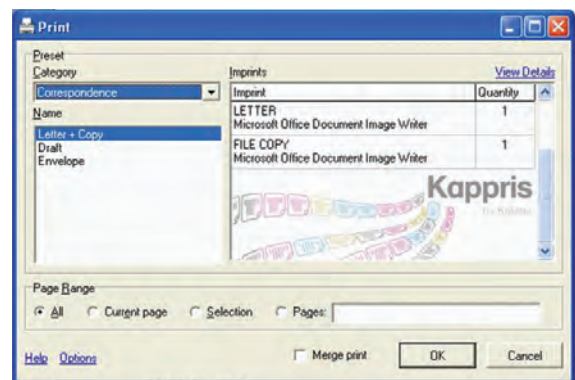
A key feature of the Print Program is to insert page breaks on Microsoft Outlook messages. This allows users to print any number of messages from an email conversation or the complete conversation. An administrator can also enforce duplex and mono print for all Outlook prints, and because email printing is a large part of any firm's print output this can significantly reduce toner and paper use.

The program works across all applications allowing different restrictions to be enforced depending on which application is being used.

### Ease for Users

When users print they will see the normal print dialogue box. This automatically configures itself to suit the type of document printed, in accordance with the rules or recommendations set out by the editor.

In the below example the program has detected that the document is a letter and pre-selects this option. This will then print in line with the options defined in the control panel by the administrator.



The advanced nature of the program means that the driver will only display printers capable of fulfilling the chosen printing requirements. For, example if the user chooses to print a colour booklet only colour printers with staple finishing will be displayed.

Users can now split printing by department. So while a document is printed locally a draft copy can be sent to the printer in the archives department for the firm's records.

### Flexibility

Flexibility is the key word. The rule-based editing allows the administrator to give users a number of options or to pre-determine the print conditions. These can include:

- Enforcing duplex on certain documents, e.g. for file copies.
- Enforcing mono print on certain documents, e.g. for file copies.
- Enforcing specific paper tray use – headed paper for external documents to clients or letters. You can enforce print from a lower quality paper tray for internal documents.
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- Placing watermarks on documents. This is often used for documents that have already been printed or for file copies. The watermarks can read however you wish, for example 'draft' or 'file copy'. The watermark can be placed in any desired position.
- Enforcing different rules for different applications. All email printing can have duplex and mono print enforced while pdf files can be printed in colour.

[Printing emails from Outlook overleaf](#) ➔

## Print Program

### Flexibility (cont.)

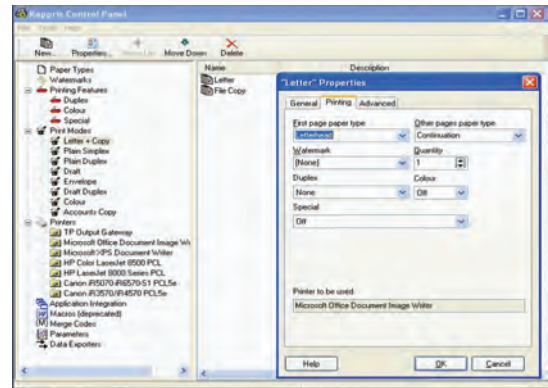
The Print Program is Citrix and Windows compatible and works in conjunction with cost recovery systems. The printer driver works across all applications and all printing devices giving it unrivalled flexibility.

Many firms experience problems printing pdf files to HP printers, the Print Program will redirect all these files away from HP devices to machines capable of handling the print job.

### Straightforward Editing

An administrator has access to the editable areas of the Print Program where a variety of different options are available. The simple to use control panel is shown opposite.

The administrator can name the print modes as they wish, in this case letter + copy, plain simplex, plain duplex etc. Each print type can then be individually edited to enforce or suggest the way a document should be printed. Here the administrator is editing the letter properties to ensure the first page is printed on letterhead and the rest of the letter on continuation, in addition duplex has been disabled as this is a professional external document.



The print types allow you to control the type of paper used and add or amend inbuilt options or custom macros that run before or after the print.

The program can be configured to enforce different rules for different users. Should certain departments or users be particularly wasteful printers, the administrator can set up the system to enforce duplex and mono print for these users. This is especially useful for Outlook printing, as it is often an organisations' most costly print output.

It is also possible to configure macros across multiple brands with no extra coding required. This ability to edit simply gives key flexibility.

The Print Program is currently utilised by several of the UK's leading law firms.

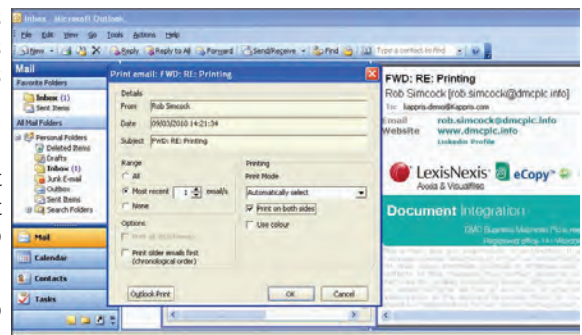
### Email Printing

The Microsoft Outlook print options allow the user to select parts of an email conversation, or the complete conversation, to print. The program will automatically recognise how many email exchanges have taken place, and the user can then select the number of these they wish to print.

They can now print two pages of emails combined into one landscape page, known as 2-up printing. Users can also print attachments at the same time as emails.

When you currently print an email conversation the most recent part appears at the top. The Print Program gives you the option to reverse this so it will appear at the end. This makes it easier to read and follow the conversation.

In the example opposite the user has selected to print one email in the conversation. They have a number of options including reversing the order of emails and printing a selection of the conversation.



### Conclusion

Effective and practical print management is key to any firm. The Print Program will simplify your print processes, giving you control over the way your staff print. Once it has been configured, it makes it easy for users to print along the lines that management desire.

The ability to influence email printing, often a firm's most significant print output, will reduce paper and toner use resulting in print savings and environmental benefits.

### Technical

The front end of the program is a UNIDRV-based printer driver producing EMF data. The EMF generation process is very rapid, so the release-to-app interval is short. The program's back end identifies the target printer for each imprint in the requested print mode, and plays out the EMF to each one in turn using the appropriate printer driver.