



Kyocera User Codes – Job Accounting

To register new codes – Via Machine operation Panel

System menu scroll down to page 2

User login/job accounting

Login user name – Admin

Login password – Admin

Login (bottom right of the screen)

Job accounting setting – next

Job Accounting (Local) - next

Accounting list – Reg/edit

Add

Account name – change

Enter name – ok

Account ID – change

Enter code to use – ok

Register



BCM Group PLC

To print list of user codes

System menu scroll down to page 2

User login/job accounting

Login user name – Admin

Login password – Admin

Login (bottom right of the screen)

Job accounting setting – next

Job Accounting (Local) - next

Print accounting report – print

To view code totals on screen

System menu scroll down to page 2

User login/job accounting

Login user name – Admin

Login password – Admin

Login (bottom right of the screen)

Job accounting setting – next

Job Accounting (Local) - next

Each job accounting – Check



BCM Group PLC

To clear user codes back to 0

System menu scroll down to page 2

User login/job accounting

Login user name – Admin

Login password – Admin

Login (bottom right of the screen)

Job accounting setting – next

Job Accounting (Local) - next

Total job accounting – next

Counter reset - execute

To set up codes for Printing

At the PC/Server

Start Menu

Devices and Printers

Right click on printer

Printer Properties

Device settings (tab along the top)

Administrator tab (under picture of machine)

Job Accounting Tab

Tick Job accounting box

If you use specific access code then this will run in the background on the PC so you don't have to enter a code each time you print.