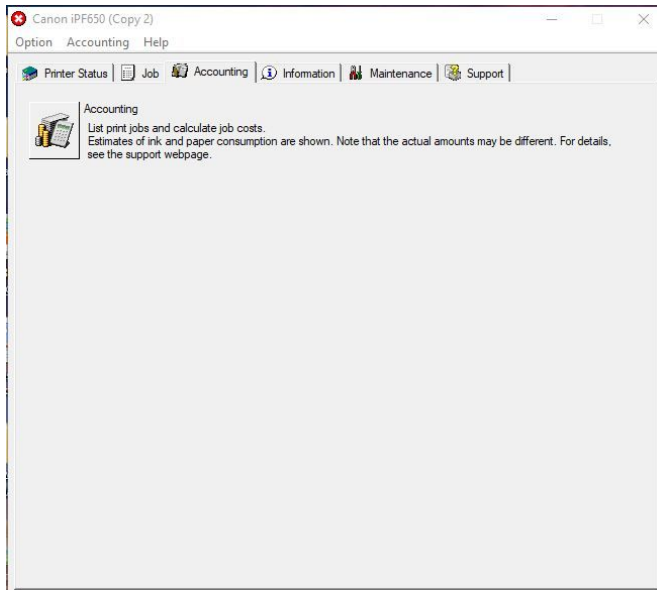


## Using Account Manager on ipf650

When you are printing, the **Status Monitor** pops up.

1. Click on the **Accounting** tab.
2. Click on the **Calculator and Coins Icon**, a window will pop up Check off whether you would like to acquire the job log on a regular basis or not, the job history will load



The Acct. Manager will open. Go to the dropdown **Print Jobs Shown Per Page**: Choose whether you would like to view **20** or **All Jobs**.

The screenshot shows the 'imagePROGRAF Status Monitor Accounting Manager [Canon iPF650 (Copy 1)] AACF2823' window. The 'Print Jobs Shown Per Page' dropdown is set to 'All Jobs'. The table below lists 14 print jobs with columns for No., Job Cost[\$], Document Name, Printing Results, Media Type, and Paper Con.

No.	Job Cost[\$]	Document Name	Printing Results	Media Type	Paper Con
1	****	Untitled	OK	Special 1	
2	****	MAY (1).cpx	OK	Premium Matte Paper	
3	****	Untitled	OK	Premium Matte Paper	
4	****	Untitled	OK	Glossy Paper	
5	****	Untitled	OK	Glossy Photo	
6	****	Untitled	OK	Glossy Photo	
7	****	Untitled	OK	Glossy Photo	
8	****	Untitled	OK	Glossy Photo	
9	****	Untitled	OK	Glossy Photo	
10	****	Untitled	OK	Special 1	
11	****	Untitled	OK	Special 1	
12	****	Untitled	OK	Special 1	
13	****	Untitled	OK	Glossy Photo	
14	****	Untitled	OK	Glossy Paper	

Summary statistics at the bottom of the window:

- Document Name: Total Ink Consumed: 77.697 [ml]
- Total Job Cost: Total Paper Consumed: 9.6862 [m<sup>2</sup>]

Footer: Showing of 1-14 of 14 jobs | 0 job(s) selected | Date of last update: 2019/05/10 14:37:45

3. Now, go to **Settings > Units and Display**

**Our Suggested Settings are displayed below**

Units and Display

Date Display Format: MM/DD/YYYY

Currency Unit: \$ (Three characters or less)

1000 Separator: . (Comma)

Decimal Symbol: . (Period)

Ink level: ml

Paper Width: in.

Paper Length: ft.

Area Display Format: ft.²

OK Cancel Help

When you are done changing the Units, click **OK** and you will return to the main Acct. Manager Screen.

4. Right Click **Job Cost** and check off everything you want to be displayed then click **OK**.

imagePROGRAF Status Monitor Accounting Manager [Canon IPF650 (Copy 2)] AACF0863

File Settings View Help

Print Jobs Shown Per Page: 20

1/1

No.	Job Cost[\$]	Document Name	Printing Results	Media Type	Paper Con
-----	--------------	---------------	------------------	------------	-----------

Document Name: Total Ink Consumed:  
Total Job Cost: Total Paper Consumed:

Showing of 0-0 of 0 jobs 0 job(s) selected Date of last update: 2019/05/10 12:05:05

5. Go to the **Settings tab > Unit Costs..** When the window opens, Click to Select the first ink category

- Under **Tank Capacity**, type in **130** for the ml amt.
- Type in the **Price** for that size ink tank
- **\*Contact our office at 800-244-6381 for the current supply prices**
- Click **Overwrite**
- **\*Don't click OK until you have completed filling out all the amounts for all the inks**

Unit Costs

Ink Paper Other

Use same price for all ink

Tank Capacity: 130 ml Price: Not Specified \$

Price List:

Ink Color	Tank Capacity[ml]	Price[\$]
C (Cyan)	130	105
M (Magenta)	130	Not Specified
Y (Yellow)	130	Not Specified
MBK (Matte Black)	130	Not Specified
MBK (Matte Black)	130	Not Specified
BK (Black)	130	Not Specified

Ink Unit Cost Setting: C (Cyan)

Tank Capacity: 130 ml Price: 105 \$

Overwrite

OK Cancel Help

6. Go back to the **Settings tab > Unit Costs..** Select the **Paper** tab

The screenshot shows the 'Unit Costs' dialog box with the 'Paper' tab selected. The 'Price List' section is empty. The 'Paper Unit Cost Settings' section has 'Media Type' set to 'Premium Matte Paper'. The 'Width' field is empty with 'in.' next to it. The 'Length' field is empty with 'ft.' next to it. The 'Price' field is empty with '\$' next to it. There are 'Add', 'Overwrite', 'Delete', 'OK', 'Cancel', and 'Help' buttons.

Media Type	Width[in.]	Length[ft.]	Price[\$]
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Paper Unit Cost Settings

Media Type: Premium Matte Paper

Width:  in.

Length:  ft.

Price:  \$

Buttons: Add, Overwrite, Delete, OK, Cancel, Help

- Choose Paper Type: (Make sure the names of the paper types you select match the names of the paper types in the main print history list)

For Charlie Paper choose: **Adhesive**

For Matte Paper choose: **Premium Matte Paper**

For Glossy Paper choose: **Glossy Paper**

Banner Vinyl choose: **Vinyl**

The width will be **24 in.** or **36 in.** depending on which paper you have.

The length is **100ft** (Banner vinyl is 40ft)

**\*Contact our office at 800-244-6381 for the current supply prices**

When you have completed filling in the settings for that paper type, click **Add**.

Repeat the process for each paper type.

When you have filled out all of the information for each paper type click **OK**.

**The process is now complete and the prices will be displayed in the main screen.**