



Presentation  
Systems Inc.

## Setting up Accounting Manager on your ecoler +

*\*It is better if your laptop is connected by USB cord to set up this feature\**

**Go to the link below to download the file:**

<https://www.usa.canon.com/internet/portal/us/home/support/details/professional-large-format-printers/technical-documents/canon-imageprograf/imageprograf-tm-200?subtab=downloads-software>

1.) Scroll down to **Accounting Manager.....** Click **Select** then **Download**

*If it is blocked you will need to ask your Tech person to unblock it.*

2.) After selecting **Download**, if there is an option to save, **Save the download file.**

**If there is no option to save then just Run the download.**



**( The download file will look like the picture above, Check if it was saved to the desktop or search your documents folder for it) Double click it and follow the prompt.**

3.) After completing the download prompt, go to **Start** (Windows Icon) and click the icon on the top left of the start menu that says **view all apps** and Select **Canon Utilities > Acct. Manager**

**Once it opens, you will need to add your printer:**

**File > Printer > Manage Printer >Add Printer>Select **USB** in the **Search Method****

**Drop Down Menu > Click **Search**, the name of your printer will show up, **Click on it** and then click **Add****

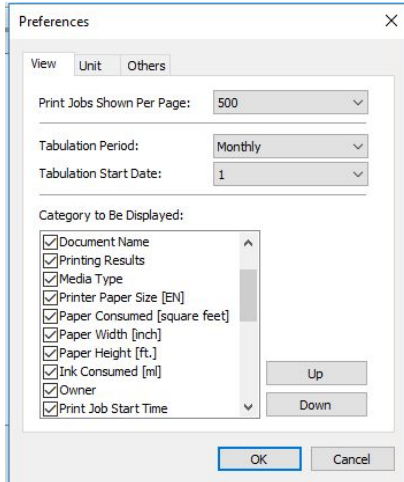
**It may say acquiring info, just wait until that is complete**

A message will pop up ....*A printer without an authentication password...* **Click Yes**

**It may say acquiring info again just wait...until all the jobs are listed**

4. Since this is the first time you are using your Acct Manager, there are some settings you will need to set.

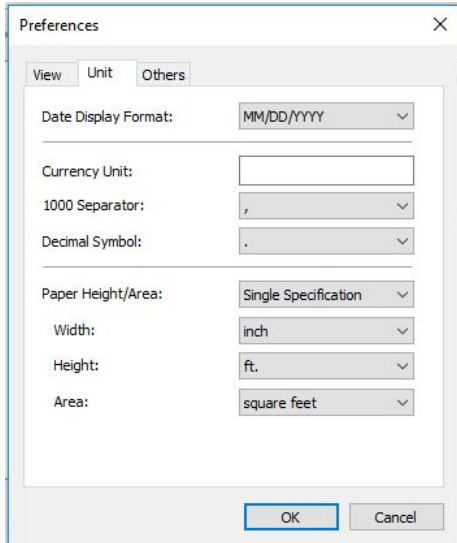
Go to **Tools > Preferences**



Under **Category to Be Displayed**, Check off everything that you would like to be displayed.

Switch over to the **Unit** tab.

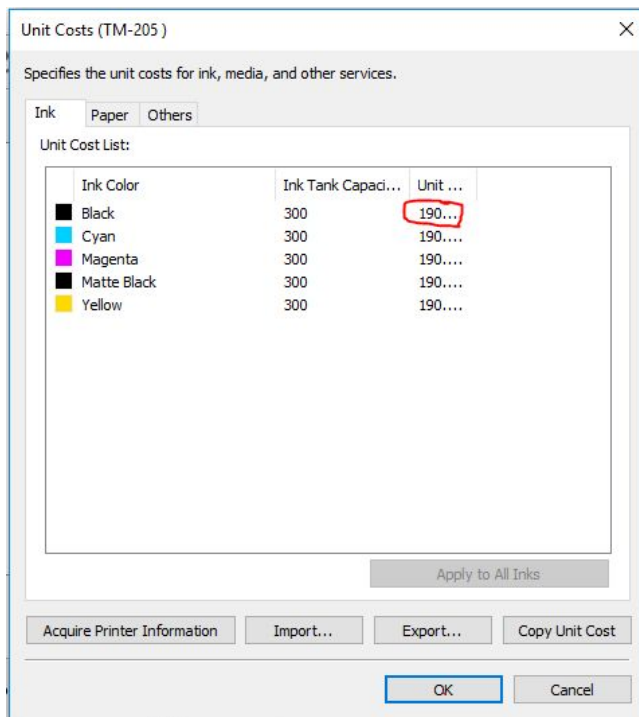
Our suggested settings are displayed below.



After you have set these settings, click **OK**.

5. When you are back on the main screen, hover your mouse over the first job on the list and **Right click** it, select **Unit Cost Settings of Printer**

This window will open.



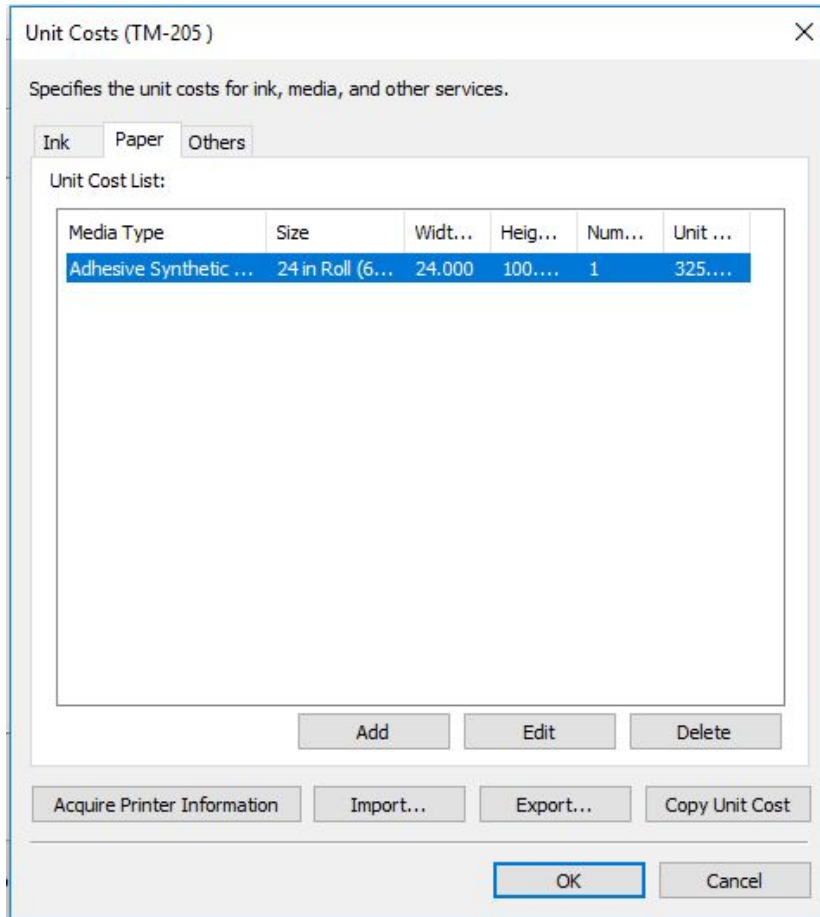
*(You will need to click each # individually the circled # is just an example.)*

**Double click each number** to change the amt. of ml. and **unit prices**.

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

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6. Once you have completed filling out the Ink Costs, Switch over to the **Paper** tab.



To Start, Click **Add**.

**A list of different paper types will show up.**

Make sure the names of the paper types you select matches the names of the paper types in your print history list.

For Charlie Paper choose: **Adhesive Synthetic**

For Matte Paper choose: **Canon Matte Coated Paper 170gsm**

For Glossy Paper choose: **Canon Glossy Photo Paper 170 gsm**

\* For Banner Vinyl choose:

7. After you select your paper type, from the Media Type dropdown, fill out the rest of the sections.

- **Check off Roll Paper**
- **Select 24 in or 36 in depending on which paper you have in your printer.**
- **Make the height 100 ft**
- **Type in 1 for # of Rolls**
- **Fill in the Cost of the Roll (Paper Costs listed below)**

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

When you have completed that Paper Type, Click Start.

Repeat this process until all of the papers that you use are added to the list.

When you have completed these steps, click **OK**.

**You will see that the process is complete and the prices are now displayed in the list with your print history.**