



Presentation  
Systems Inc.

ecolor+

# Accounting Manager



**If you already have  
Accounting Manager set up  
and you would only like to  
make edits, skip to slide 8.**

## Download Accounting Manager at the link that ends with your printer model:

<https://www.usa.canon.com/support/p/imageprograf-tm-200> (Use for TM205 also)

<https://www.usa.canon.com/support/p/imageprograf-tm-300>

<https://www.usa.canon.com/support/p/imageprograf-tm-305>

<https://www.usa.canon.com/support/p/imageprograf-gp-200>

<https://www.usa.canon.com/support/p/imageprograf-gp-300>

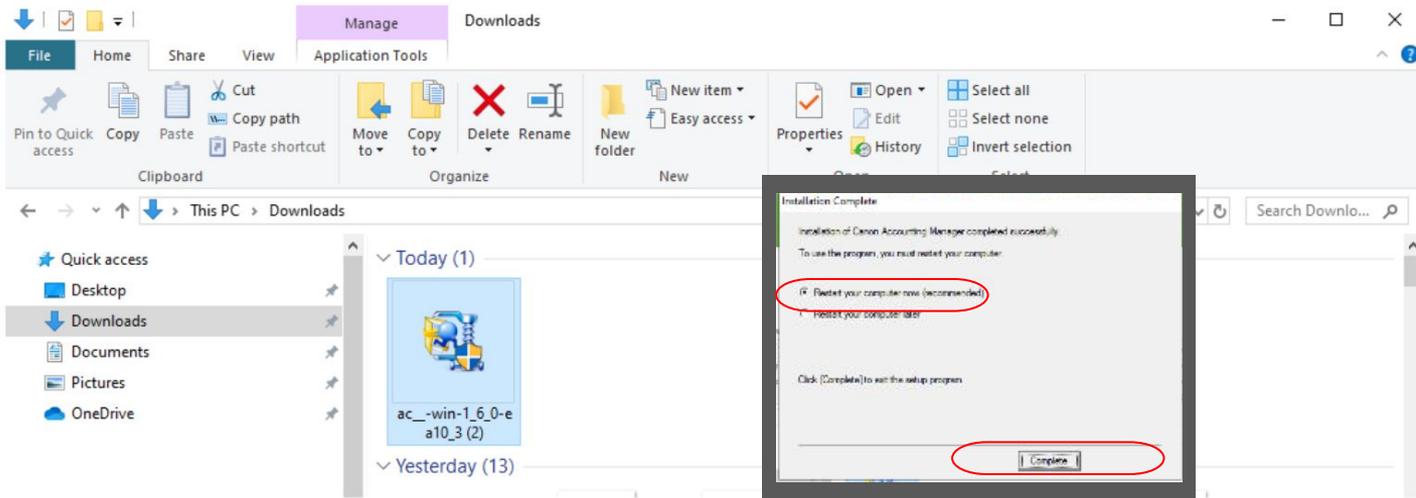
<https://www.usa.canon.com/support/p/imageprograf-tm-250> (Use for 255)

<https://www.usa.canon.com/support/p/imageprograf-tm-355>

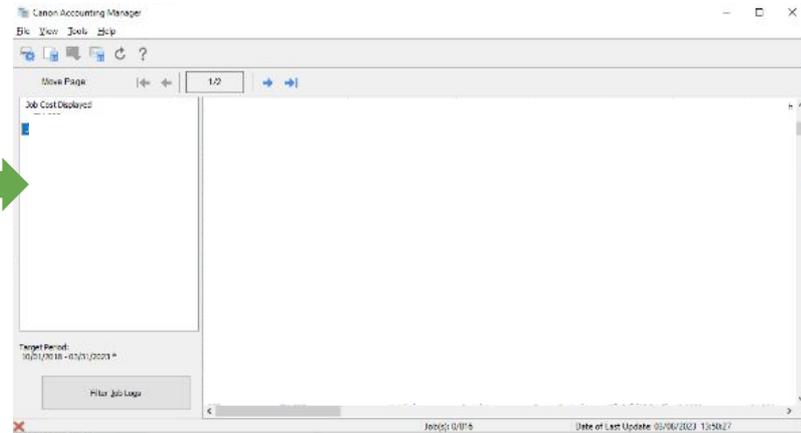
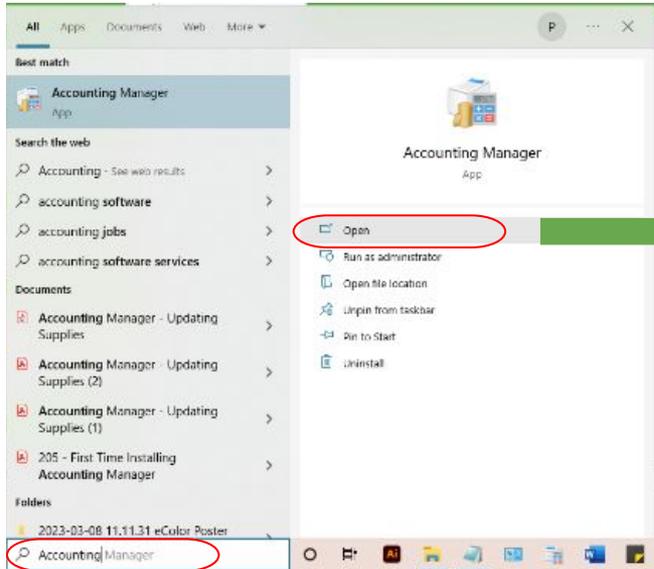
When you open the link, scroll to where it says Downloads. Under that, click the down arrow to expand the Software & Drivers list. Scroll down and click Load More, then again. Accounting Manager will be the last option on the list. Click the Download button.

File Name	Type	Date	File Size	
Printer Driver Optimization Module for AutoCAD Version 117 for Windows x64	Drivers	10.04.21	171 MB	<a href="#">DOWNLOAD</a>
<a href="#">Details</a> ▼				
imagePROGRAF Direct Print & Share Ver.2.7.0a (Windows)	Software	10.04.21	45.41 MB	<a href="#">DOWNLOAD</a>
<a href="#">Details</a> ▼				
Accounting Manager Ver1.6.0 (Windows)	Software	10.04.21	10.42 MB	<a href="#">DOWNLOAD</a>
<a href="#">Details</a> ▼				

Go to the Downloads folder on your computer to make sure the file downloaded. Double click the file, allow it to make changes to your computer, and follow the steps to complete the installation process. Restart the computer after the last step.



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 - or, even if there is no search bar, start typing Account Manager and it will come up, click Open**



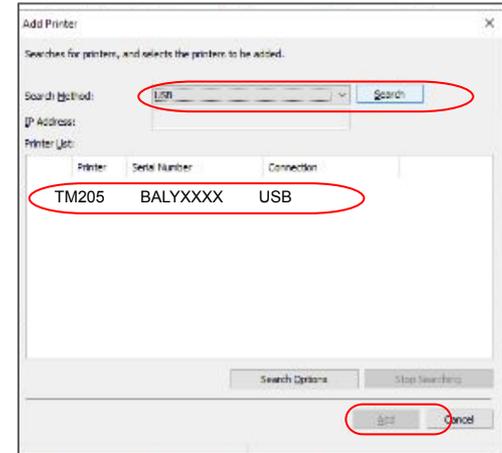
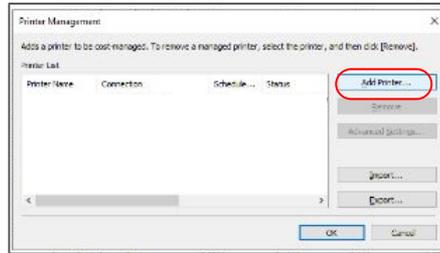
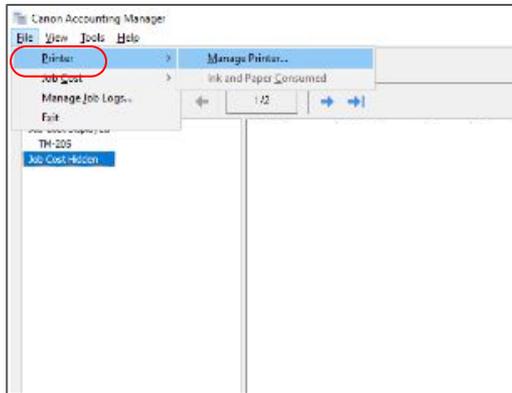
Once it opens, you will need to add your printer:

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.

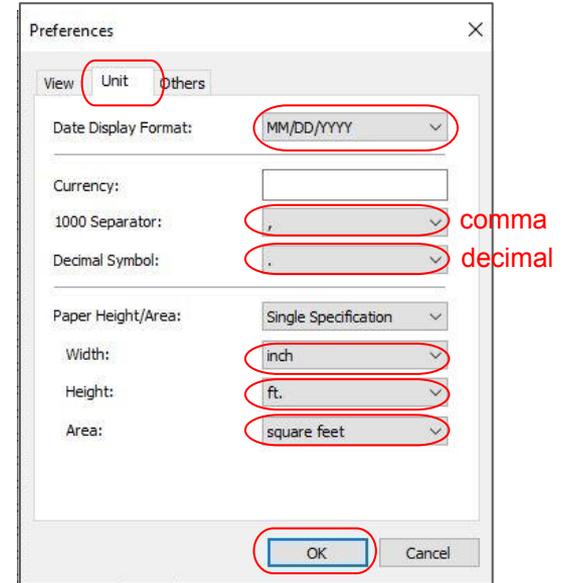
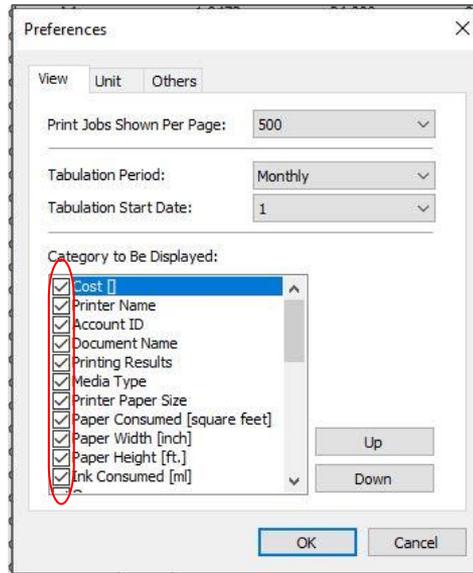


To set up the correct settings, Go to **Tools > Preferences**

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

Switch over to the **Unit** tab.

Match your settings with the options displayed below. After you have set these settings, click **OK**.



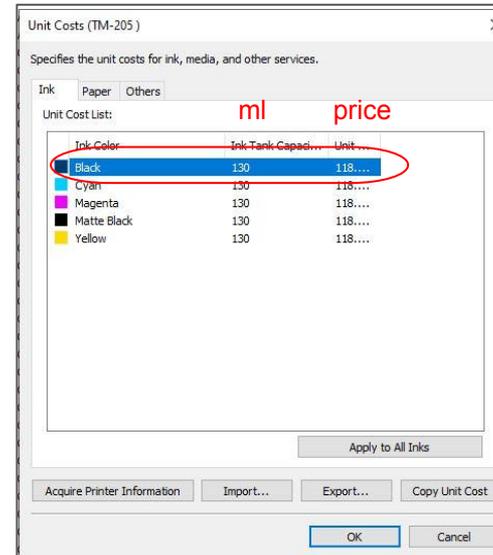
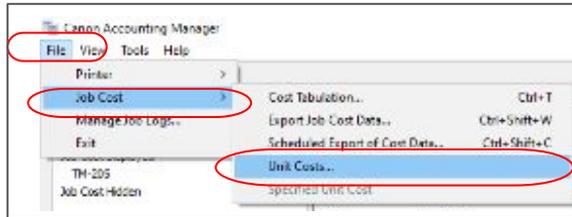
## When you are back on the main screen go to File > Job Cost > Unit Costs

(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. You will either have 130ml or 300ml ink tanks.**

\*We will email you the current price list. If you have not received it yet, please email [dana@presentationsys.com](mailto:dana@presentationsys.com) to request it.

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



## To Start in the Paper Tab, Click Add.

For Charlie Paper choose: Canon WaterResistant Adh Matte PP

For Matte Paper choose: Canon Matte Coated Paper 170gsm

For Glossy Paper choose: Canon Glossy Photo Paper 200 gsm

For Economy Paper choose: Canon Matte Coated Paper 90gsm

For Banner Vinyl choose: WatRes Mat Ban V

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

- Check off Roll Paper
- Select 24in or 36 in depending on which paper you have in your printer.
- Add the height according to the paper type:
  - Canon WaterResistantMattePP 115g (Tyvek) 60ft
  - Canon Matte Coated Paper 170gsm (Matte) 100ft
  - Canon Glossy Photo Paper 170 gsm (Glossy) 100ft
  - WatRes Mat Ban V (Banner Vinyl) 40ft
  - Canon Matte Coated Paper 90gsm (Economy) 150ft
- Type in 1 for # of Rolls
- Fill in the Cost of the Roll (\*Refer to the supply pricing sheet again for this section.)

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.

Unit Costs (TM-205)

Specifies the unit costs for ink, media, and other services.

Ink **Paper** Others

Unit Cost List:

Media Type	Size	Widt...	Heig...	Num...	Unit ...
Adhesive Synthetic ...	24 in Roll (6...	24.000	100....	1	325....

**Add** Edit Delete

Acquire Printer Information ... Export... Copy Unit Cost

OK Cancel

Add Paper Unit Cost

Media Type: Canon Glossy Photo Paper 170gsm

Other Media: [ ]

Paper Size:

General Purpose

Roll Paper 24 in Roll (609.6mm)

Cut Sheet 12"x16"

Width [inch]: 24.000

Height [ft.]: 100

Number of Sheets/Rolls: 1

Unit Costs []: 144

Acquire Printer Information **Start** Cancel

Repeat this process until all of the papers that you use are added to the list.  
When you have completed these steps, click **OK**.

Unit Costs (TM-205) X

Specifies the unit costs for ink, media, and other services.

Ink Paper Others

Unit Cost List:

Media Type	Size	Widt...	Heig...	Num...	Unit ...
Canon Matte Coated...	24 in Roll (6...	24.000	100....	1	80.000
Canon Glossy Photo ...	24 in Roll (6...	24.000	100....	1	195....
Canon Matte Coated...	24 in Roll (6...	24.000	150....	1	50.000
WatRes Mat Ban V	24 in Roll (6...	24.000	40.000	1	165....
Canon WaterResista...	24 in Roll (6...	24.000	100....	1	380....
Canon WaterResista...	24 in Roll (6...	24.000	60.000	1	300....

Add Edit Delete

Acquire Printer Information Import... Export... Copy Unit Cost

OK Cancel

You will see that the process is complete and the prices are now displayed in the list with your print history (if you have print jobs).

To find the total costs click the 4th icon (Tabulates the costs)

Before closing the Accounting Manager window, right click the icon at the bottom of the screen and choose “Pin to Taskbar” So it will be there every time you go on the laptop.

The screenshot shows the Canon Accounting Manager interface. On the left, a table lists print jobs with columns for Cost, Printer Name, and Document Name. A green arrow points to the 4th icon in the top toolbar. In the foreground, the 'Cost Tabulation' dialog box is open, showing a list of selected printers and periods. The 'Tabulate' button is circled in red. Below the dialog, a table displays the resulting cost data.

Printer	Period	Account ID
<input checked="" type="checkbox"/> All	<input checked="" type="checkbox"/> All	<input checked="" type="checkbox"/> All
<input checked="" type="checkbox"/> TM-205	<input checked="" type="checkbox"/> 10/01/2018~10/31/2018	<input checked="" type="checkbox"/> Glossysetting1
	<input checked="" type="checkbox"/> 11/01/2018~11/30/2018	
	<input checked="" type="checkbox"/> 12/01/2018~12/31/2018	
	<input checked="" type="checkbox"/> 01/01/2019~01/31/2019	
	<input checked="" type="checkbox"/> 02/01/2019~02/28/2019	
	<input checked="" type="checkbox"/> 03/01/2019~03/31/2019	
	<input checked="" type="checkbox"/> 04/01/2019~04/30/2019	
	<input checked="" type="checkbox"/> 05/01/2019~05/31/2019	
	<input checked="" type="checkbox"/> 06/01/2019~06/30/2019	
	<input checked="" type="checkbox"/> 07/01/2019~07/31/2019	

Complete	Canon Coated ...	18"x24" (ARCH C)	2.9999	24.000
Complete	Canon Coated ...	Custom	3.9999	24.000
Complete	Canon Coated ...	18"x24" (ARCH C)	2.9999	24.000
Complete	Canon Coated ...	18"x24" (ARCH C)	2.9999	24.000
Complete	Canon Coated ...	18"x24" (ARCH C)	2.9999	24.000
Complete	Canon Coated ...	18"x24" (ARCH C)	2.9999	24.000
Complete	Canon Coated ...	18"x24" (ARCH C)	2.9999	24.000
Complete	Canon Coated ...	18"x24" (ARCH C)	2.9999	24.000
Complete	Canon Coated ...	18"x24" (ARCH C)	2.9999	24.000
Complete	Canon Coated ...	18"x24" (ARCH C)	2.9999	24.000

The screenshot shows the Windows taskbar with the Accounting Manager icon pinned. A red circle highlights the icon, and a callout box contains the text: 'Accounting Manager', 'Pin to taskbar', and 'Close Window'. The Windows Start button and search bar are visible on the left side of the taskbar.



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