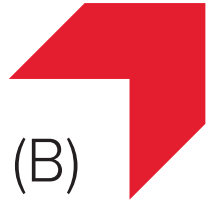




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# Card Authentication Kit (B) OPERATION GUIDE



# Card Authentication Kit (B) Operation Guide

## Introduction

Thank you for purchasing our Card Authentication Kit (B).

This product enables you to use the ID card user authentication system.

## Precautions

To install the optional function, you need the **License Key**. Please access the designated website of your dealer or service representative, and register “**Machine No.**” indicated on your machine and “**Product ID**” indicated on the **License Certificate** supplied with the product to issue the **License Key**.

For ID card reading, refer to the instructions of the card reader.

For User Login setting and user registration, refer to *User Authentication and Accounting (User Login, Job Accounting)* in the *Operation Guide* of the machine.

To make local authentication using your ID card, you need to register the ID card information in the Local User List you are pre-registered on. For registration procedure, refer to the *To register the ID card information*.

To make network authentication using your ID card, you need to install the KYOCERA Net Manager on the network authentication server. Register the user from the server and enter the ID card's ID number. Refer to the *KYOCERA Net Manager Install Manual* for details.

## Activation of Card Authentication Kit(B)

Activate the ID CARD from the operation panel on the machine.

- 1 Press the **System Menu/Counter** key.
- 2 Press the **▲** or **▼** key to select [System/Network] and then press the **OK** key.

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NOTE: If *User Login* is set to *Off*, the *Login* screen appears. Refer to the procedure of *Key Login*, and login using the login user name and password with administrator privileges.

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- 3 Press the **▲** or **▼** key to select [Op Functions] and then press the **OK** key.
- 4 Press the **▲** or **▼** key to select [ID CARD] and then press the **OK** key.
- 5 Press the **▲** or **▼** key to select [Official] and then press the **OK** key.

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NOTE: To use the application as a trial, select [Trial] without entering the license key.

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- 6 Enter the Licence Key using the numeric keys and then press the **OK** key.
- 7 When the confirmation screen appears, press [Yes] (**Left Select** key).

## Setting User Login

Make the settings of *Local Authentic.* or *Netwk Authentic.* in *User/Job Accounting* on the machine.

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NOTE: For *User Login* setting, refer to the *Operation Guide* of the machine.

When you enable *User Login* on the machine, you need to make the setting of user account for the printer driver in order to print by the computer. For details, refer to the *Printer Driver User Guide*, *Device Settings*, and *Administrator Settings*.

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## Registering/deleting the ID card information

The procedures below are to register or delete the card information of a pre-registered user.

For new registration or change of user information on *Local User List*, refer to the *Operation Guide* of the machine.

### To register the ID card information

To login using the ID card, you need to register the ID card information in the user information.

Follow the steps below.

- 1 Press the **System Menu/Counter** key.

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NOTE:If *Local Authentic.* has been set in *User Login*, the *Use ID card to login.* screen appears. Refer to *Login* or the procedure of *Key Login*, and login using the ID card registered with administrator privileges or using the login user name.

To enter your login user name and login password, refer to the machine's *Operation Guide*.

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- 2 Press the ▲ or ▼ key to select [User/Job Account] and then press the **OK** key.

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NOTE:If *User Login* is disabled, the *Use ID card to login.* screen appears. Refer to *Login* or the procedure of *Key Login*, and login using the ID card registered with administrator privileges or using the login user name.

To enter your login user name and login password, refer to the machine's *Operation Guide*.

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- 3 Press the ▲ or ▼ key to select [User Login Set.] and then press the **OK** key.
- 4 Press the ▲ or ▼ key to select [Local User List.] and then press the **OK** key.
- 5 Press the ▲ or ▼ key to select the user from User Login List and then press the **OK** key.
- 6 Press the ▲ or ▼ key to select [ID Card Info.] and then press [Change] (**Right Select** key).
- 7 Press the ▲ or ▼ key to select [Read] and then press the **OK** key.
- 8 Hold the ID card to be registered over the card reader , and press [Read] (**Right Select** key). When *Registered.* appears on the screen, and then returns to the Detail menu.
- 9 In the Detail menu, press the **OK** key. The confirmation screen appears.
- 10 Press [Yes] (**Left Select** key). The user information is changed. When *Registered.* appears on the screen, the ID card information is now registered.

### To delete the ID card information

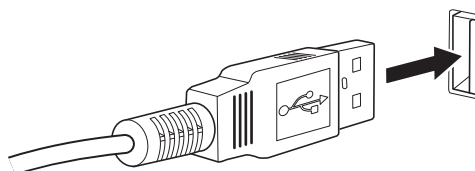
You can delete the ID card information registered in the user information.

Follow the steps below.

- 1 Perform the step 1 to 6 of *To register the ID card information.*
- 2 Press the ▲ or ▼ key to select [Delete].
- 3 In the confirmation screen, press [Yes] (**Left Select** key). When *Completed.* appears on the screen, and then returns to the Detail menu.
- 4 In the Detail menu, press the **OK** key. The confirmation screen appears.
- 5 Press [Yes] (**Left Select** key). The user information is changed. When *Registered.* appears on the screen, the ID card information is now deleted.

### Connecting the USB cable

Connect the USB cable of ID card reader to the USB memory slot on the machine.



## Login

After installing the Card Authentication Kit (B) and setting User Login, *Use ID card to login.* will appear when you use the machine.

To login, hold the ID card over the ID Card Reader.

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Caution: To read an ID card, bring the card within 10 mm of the ID card reader.

Do not attempt to read two ID cards at once.

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NOTE: When Additional Authentication is set to *Use Password*, the Login Password is entered after authentication using the ID card. For the setting procedure, refer to *Additional Authentication*.

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## Key Login

You can login by entering the login user name and login password without using the ID card.

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NOTE: You can make the login permission or prohibition setting. For the setting procedure, refer to *Key Login setting*.

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Follow the steps below.

- 1 Press the [KeyLogin] (**Left Select** key) in the ID card login screen.
- 2 Enter the login user name and password, and then press [Login] (**Right Select** key).

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NOTE: Refer to the Operation Guide of the printer for details on entering characters.

To return to the *Use ID card to login.* screen, press [Menu] (**Left Select** key) and press the ▼ key to select [ID Card Login], and then press the **OK** key.

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## Logout

After completing the procedure, press the **Logout** key on the control panel.

## Key Login setting

You can make the Key Login permission or prohibition setting.

Follow the steps below.

- 1 Press the **System Menu/Counter** key.

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NOTE: If *Netwk Authentic.* has been set in *User Login*, the *Use ID card to login.* screen appears. Refer to *Login* or the procedure of *Key Login*, and login using the ID card registered with administrator privileges or using the login user name.

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- 2 Press the ▲ or ▼ key to select [User/Job Account] and then press the **OK** key.

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NOTE: If *User Login* is set to *Off*, the *Use ID card to login.* screen appears. Refer to the procedure of *Key Login*, and login using the login user name and password with administrator privileges.

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- 3 Press the ▲ or ▼ key to select [User Login Set.] and then press the **OK** key.
- 4 Press the ▲ or ▼ key to select [ID Card Settings] and then press the **OK** key.
- 5 Press the ▲ or ▼ key to select [Key Login] and then press the **OK** key.
- 6 Press the ▲ or ▼ key to select [Permit] or [Prohibit] and then press the **OK** key.

## Additional Authentication

This sets whether or not to require the entry of a Login Password after authentication using an ID card. When set to *Use Password*, the Login Password entry screen is displayed after the ID card is authenticated.

Follow the steps below.

- 1 Perform the step 1 to 4 of *Key Login setting*.
- 2 Press the ▲ or ▼ key select [Additional Auth.] and then press the **OK** key.
- 3 Press the ▲ or ▼ key select [Off] or [Use Password] and then press the **OK** key.

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NOTE: To use PIN code authentication, you must enable network authentication and set the server type to [Ext.]. For details, refer to the machine's Operation Guide.

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## Responding to Error Messages

If the panel displays any of these message, follow the corresponding procedure.

Error Message	Corrective Actions
Cannot recognize.	Make sure your ID card has been registered.
This ID card is already registered.	Your ID card has already been registered. Change it to another ID card.
Cannot read data in this ID card.	In registration process, the ID card information was not read correctly. Hold again the ID card over the ID card reading part. If the same message still appears, the ID card may not be compatible with this product. Change it to another ID card.

