



Date
TSG Rep

Company		Key Contact	
Address		IT Contact	On-Site <input type="checkbox"/>
City		IT Phone (____) _____ - _____ X	Off-Site <input type="checkbox"/>
State	Zip	IT Email	

MFP Model	Location/Dept.	<input type="checkbox"/> non-Networked <input type="checkbox"/> PCL/PostScript <input type="checkbox"/> Fiery, int. <input type="checkbox"/> Fiery, ext. <input type="checkbox"/> CREO <input type="checkbox"/> KM IC-xxx
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Power Requirements Refer to the **Spec and Install Guide** of your specific model for documented requirements

<input type="checkbox"/> 15A / 120V NEMA: 5-15R Volts: 120V AC Amps: 15A Examples: A3 bizhub up to C454e and all A4 desktop devices	<input type="checkbox"/> 20A / 120V NEMA: 5-20R Volts: 120V AC Amps: 20A Examples: bizhub A3 bizhub C554e and faster	<input type="checkbox"/> 20A / 240V NEMA: 6-20R Volts: 208-240V AC Amps: 20A Example: bizhub Pro 951	<input type="checkbox"/> 30A / 240V NEMA: L6-30R Volts: 208-240V AC Amps: 30A Examples: bizhub Pro 1052, bizhub PRESS, etc. Consult Spec Install Guide for body & acc'y power req.s
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Migrate existing settings: (available for KM to KM upgrades) all current settings will be transferred and no additional settings will be updated or changed.

Networking Acknowledgement

The Swenson Group will provide software and drivers for the equipment described in this document and will be responsible for installing said software on 3 workstations. Additional installations are chargeable. We allow 2 hours per MFP and a half hour per printer for installations. If the listed network configuration changes after the initial installation and those changes require The Swenson Group equipment to be re-configured, these services are chargeable. Ultimately, the customer is responsible for providing a functional network and associated hardware for the system connectivity. The Swenson Group may require the assistance of the customer's network support staff, consultant, or contractor to complete the install. The customer is solely responsible for these costs. Any work or changes outside this scope of work may be subject to additional charges.

Initial [] **I have read and acknowledge** the above information to be accurate and understand the required hardware and software needed for the installation on my leased/purchased Konica Minolta / OKI / Muratec equipment.

Non-Networked Acknowledgement Initial []

Customer chooses to NOT connect their Konica Minolta equipment to a network at this time. Or customer will self-provide all networking configuration. The customer understands that network installation may be performed by The Swenson Group at a later date as a chargeable service event.

Advanced Scanning *The Swenson Group offers a wide range of scanning, document management, and workflow tools. Our Solutions Engineer will gladly help you choose the right tools under the right budget so you can maximize your bizhub investment.* Our advanced scanning options include Folder Browse from the bizhub, dynamic file naming, despeckle/deskew, convert paper to Word and Excel, encrypted PDF, PDFa/b, Bates Stamping, and direct integration into your document management system. Discuss your specific needs with your account representative for workflow design, demonstration, sales, and end user training. See page 4 for some of our many options.

Basic Scanning *(Please see page 2 for options and required information survey)*

Notes: _____



Standard Scanning Complete ALL information related to each type of scanning requested.

<input type="checkbox"/> Scan to Email Mail Server details for internet based (ie: Gmail, Office365) and local (ie: Exchange).	
<input type="checkbox"/> Off-Site SMTP Server Address _____ <i>(ie. – smtp.comcast.net or smtp.gmail.com)</i>	<input type="checkbox"/> Account login _____ password _____ <i>(ie. – Login: greatclient@tsgbt.com Password: sunshine)</i>
<input type="checkbox"/> Port _____ 587 is a common standard	<input type="checkbox"/> Secure _____ (ie: TLS, SSL, etc.)
<input type="checkbox"/> On-Site SMTP Server IP Address _____ <i>(ie. – 192.168.1.2)</i>	<input type="checkbox"/> Anonymous login
<input type="checkbox"/> Port _____ 25 is a common standard	<input type="checkbox"/> Dynamic login if using User Authentication via Active Directory
<input type="checkbox"/> LDAP Search Server IP Address _____ <input type="checkbox"/> Anonymous Login <input type="checkbox"/> Secure login* _____ password _____	LDAP Container Information DC= _____ DC= _____ O= _____ or CN= _____ OU= _____ O= _____

Scan to User Box AKA Scan to HDD on the bizhub Pro Series. **Available when the bizhub is equipped with a Hard Disk Drive.**

- EFI Fiery controllers use Fiery Web Scan installed on a Java enabled PC to import scans to PC
- bizhub Emperon controllers use PageScope Web Connect (no software needed on networked PC) to import scans to PC
- PageScope Box Operator, free to bizhub owners, installs on networked Windows PCs

Scan to FTP Requires FTP Services or FTP Utility software on the destination PC or Server. Commonly used on Mac OS 10.8+

Will sub-folders be used within the FTP Root folder? Yes ... Provide folder paths to installing technician.

Static FTP Server (or host PC) IP Address _____ FTP Root folder location _____

Anonymous login Authenticated login ... FTP User ID _____ and Password _____

Scan to PC Scans to a shared network folder on a PC or Server via SMB. Supported by Windows XP or newer and Mac OS 10.2 – 10.6. Include ALL information for each PC (extra charge for more than 3 PCs) you would like TSG to set up. Mac users may require a static IP address.
*Sensitive User IDs and Passwords must be available to the technician **AT THE TIME OF INSTALL** to avoid a chargeable return visit.

Computer Name OR Static IP Address <i>(ie. JonnysPC or 192.168.1.46)</i>		Shared Folder <i>(ie. Scans)</i>		Windows Login* <i>(ie. AchmedJones)</i>		Login Password*
	AND		AND		AND	
	AND		AND		AND	
	AND		AND		AND	

Scan from PC via TWAIN "Pull" scans into TWAIN compliant applications such as eCopy PDF Pro Office and Acrobat Pro from supported bizhub models. Requires a TWAIN Scanner driver available on the driver installation discs provided with MFP or from our web site at <https://www.theswensongroup.com/support/drivers-media-guides-forms/> Click on the Download link.

bizhub vCare *(Konica Minolta products only- Please see your sales representative for additional information and Security Whitepapers)*

bizhub vCare is a Device Relationship Management system that interacts with the KMBS product(s) to be installed. I will permit internet-based communication over Port 8080 (default) between my organization's Konica Minolta bizhub product(s) and Konica Minolta's bizhub vCare Server for the purpose of automated meter reading, technical performance monitoring, supply-level monitoring, and malfunction reporting.

vCare Accept ... Initial _____ **vCare Decline** ... Initial _____

Faxing *Analog phone line required*

PC Fax enables user to fax directly from a Windows print driver through the option Fax Board. Check Fax Driver on page 3.

Fax Forwarding Incoming faxes can be forwarded to **ONE** of the following destinations.

Email (if device is email enabled) _____ @ _____

User Box on the bizhub's own hard drive (if equipped) **Network Folder** (see Scan to PC details above for examples)



Workstation Operating System(s) Please indicate quantity

<input type="checkbox"/> Win 2000/XP Pro qty	<input type="checkbox"/> Win XP Home qty	<input type="checkbox"/> Win Vista qty	<input type="checkbox"/> Win 7 qty	<input type="checkbox"/> Win 8 qty
<input type="checkbox"/> Unix/Linux: Describe		<input type="checkbox"/> Mac OSX version qty	<input type="checkbox"/> 64-bit <input type="checkbox"/> 32-bit	

Server OS(s) Please indicate Version/Service Pack where applicable. Important when print drivers will be shared to users from the Server.

<input type="checkbox"/> Win NT4	<input type="checkbox"/> Win 2000	<input type="checkbox"/> Win 2003	<input type="checkbox"/> Win 2008	<input type="checkbox"/> Win 2012
<input type="checkbox"/> AS/400	<input type="checkbox"/> Novell - describe:	<input type="checkbox"/> Unix/Linux - describe.	<input type="checkbox"/> Mac Server OS	
<input type="checkbox"/> other		<input type="checkbox"/> NO SERVER , just computers on a network		

Network Environment Check all that apply

YES NO	Ethernet
<input type="checkbox"/> <input type="checkbox"/> There are sufficient dedicated electrical outlets near the equipment (see page 1)	<input type="checkbox"/> 10Mb <input type="checkbox"/> 100Mb <input type="checkbox"/> 1000Mb
<input type="checkbox"/> <input type="checkbox"/> There are sufficient "live" network connections near the equipment	<input type="checkbox"/> Half <input type="checkbox"/> Full <input type="checkbox"/> Auto-Negotiate
<input type="checkbox"/> <input type="checkbox"/> There is a Cat 5/6 Network Cable for equipment on site (KMBS does not supply)	<input type="checkbox"/> Other

Network Protocol

<input type="checkbox"/> Please configure our device exactly as follows: Use blank page if IPv6	<input type="checkbox"/> No IP Address Preference – Allow device to acquire its own address
Primary IP Address for MFP or Fiery _____	<input type="checkbox"/> USB Connection – may require hardware opt., most devices do not scan over USB
Secondary (if applies) IP Address for Engine _____	<input type="checkbox"/> Security Suite (McAfee, Norton, etc.)
Subnet Mask of your Company's network _____	<input type="checkbox"/> Network Firewall – If yes, provide Firewall Contact Person info
Default Gateway of your Company's network _____	_____
Primary DNS Server of your Company's network _____	
Secondary DNS Server of your Company's network _____	

Printing for Mac & Windows

<input type="checkbox"/> PCL 5/6	<input type="checkbox"/> PostScript - emulated (Adobe® requires hardware opt)	<input type="checkbox"/> XPS (Microsoft universal format)
<input type="checkbox"/> Universal PCL	<input type="checkbox"/> Universal PostScript (emulated)	<input type="checkbox"/> Fax driver
<i>PCL is most commonly used by general office applications like word processing, email, spreadsheets and web pages.</i>	<i>PostScript is most commonly used, and sometimes required by, graphics and drafting applications like InDesign and AutoCAD.</i>	<i>bizhubs equipped with a fax option have print drivers that allow users to fax from their desktop applications.</i>

Printing (from which applications...)

<input type="checkbox"/> Adobe Reader v.	<input type="checkbox"/> QuarkXPress v.	<input type="checkbox"/> MS Office v.	<input type="checkbox"/> _____ v.
<input type="checkbox"/> Adobe Acrobat Std/Pro v.	<input type="checkbox"/> QuickBooks v.	<input type="checkbox"/> MS Publisher v.	<input type="checkbox"/> _____ v.
<input type="checkbox"/> Adobe Illustrator v.	<input type="checkbox"/> CrystalReports v.	<input type="checkbox"/> CorelDRAW v.	
<input type="checkbox"/> Adobe InDesign v.	<input type="checkbox"/> CAD v.	<input type="checkbox"/> MS Visio v.	
<input type="checkbox"/> Adobe Photoshop v.	<input type="checkbox"/> Autodesk AutoCAD v.		

Color Calibration for Print Controller on a Color-capable MFP Initial _____

Customer understands the need to calibrate Konica Minolta MFPs equipped with either the Color Centro, Fiery, or Creo Print Controller on a regular basis. "Off the Glass" calibrations do not provide optimal color accuracy and fidelity. For color critical applications The Swenson Group recommends its optional spectrophotometer. If The Swenson Group Service is engaged to perform system color calibration, and the calibration corrects the color concern, this will be a chargeable service call at prevailing service rates.

Account / User Codes Transfer of existing users / accounts from existing MFP (additional charges may apply for extended installation)

Set up New user code tracking (additional charges may apply for extended installation)

Mobile Printing May require added cost options such as equipment accessories or third party applications. Konica Minolta's Mobile Print application is a no added cost option that sends print jobs from phones and tablets through your company's own network. Can be found in both Android and Apple Store.

Client Signature **X**

Printed or Typed Name

Client Title

Date

TSG Sales Rep **X**

TSG Systems Engineer **X**



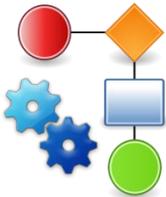
OCR (optical character recognition)

With Full-featured Scanning, OCR can convert your scanned images to useful text format. You can search PDF's for key words, make edits in Word, convert old printed charts to Excel, and other powerful, time-saving functions.



Folder Browse and File Name Enforcement

With Full-Featured Scanning your Konica Minolta bizhub can scan to a predefined folder. You can navigate folders right from the bizhub. You can suggest or mandate file name structure!



Workflow / Preview / Rotate / Delete

With Full-Featured Scanning it is no longer necessary to wait until the scan job shows up at your desktop. We can offer you the ability to make these choices at the point of scan. We can auto-rotate, despeckle, deskew, and automatically delete blank pages!



The "Cloud"

With Full-Featured Scanning you scan straight to your "cloud" services such as GoogleDrive, Evernote, DropBox, SharePoint, OneDrive, Picassa and more.



Document Management Integration

There are hundreds of document/enterprise/practice management applications on the market and we can integrate directly with most of them. Put that document where it belongs at the point of scan, not after you put all your originals back together and haul them back to your desk to manually sort, name, and file.



Curious?

Ask your TSG representative for more information. We have specialists available to help you make the choice that is right for your needs, your budget, and your future. Requests@tsGBT.com

Thank You for choosing The Swenson Group.