

# Procedure to enable scanning of exams

This allows to scan exams on the Printer and save them in a folder in the Archive.

Printer: UBZ125POS100 <http://10.10.32.125>

Archive/Path: \\ubz02bdc.unibz.it\Users\Faculty of Computer Science\1 Didattica\1.7 Esami\Copie Esami\scans

Infos: IP: 10.7.4.111

## Prepare shared Folder

Connect to Windows Maschine, e.g. Windows Labs via VSphere  
(<https://desktop.scientificnet.org/portal/webclient/#/desktop>)

Open File Manager and enter: \\10.7.4.111\Users\Faculty of Computer Science\1 Didattica\1.7 Esami\Copie Esami

Click on the folder **scans** and select **Properties**



Make sure the user: sync\_user@unibz.it has Write permissions!

## Prepare Printer

Login into printer via web:

<http://10.10.32.125/web/guest/en/websys/webArch/authForm.cgi>

login: admin

password: empty

Click on **Address Book**

Press Add User and enter this details:

```
Registration No.   : consecutive number, system will do
Name              : CompScieScans
Key Display       : CompScieScans
...
...
Add to Freq.      : On
...
Folder Authentication : Specify Other Auth. Info below
  Login User Name  : sync_user@unibz.it
  Login Password   : *****
```

...  
...  
...  
...

Folder

Protocol : SMB

Path : \\ubz02bdc.unibz.it\Users\Faculty of Computer Science\1  
Didattica\1.7 Esami\Copie Esami\scans

## Set Firewall rules

Open SMB port 139 or 445 on the firewall for the 2 machines!

```
telnet 10.7.4.111 445
Trying 10.7.4.111...
Connected to 10.7.4.111.
Escape character is '^]'.
^CConnection closed by foreign host.
```

From:  
<https://wiki.inf.unibz.it/> - **Engineering-Tech Wiki**

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Last update: **2022/03/16 11:42**

