

# **DNP**

DIGITAL PRINT UTILITY

# **Hot Folder Print**

## **v1.2.3**

**Macintosh User Guide**

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## Before You Begin

Use the information in this chapter to better understand this document and any standard procedures or warnings that may come with your product.

## Documentation Conventions

When using this document, several text elements and treatments are repeated throughout. The following is an explanation of these symbols and headings:

### Text Elements



#### Attention

This denotes important information concerning safety when working with the equipment. Failure to comply with an Attention statement can cause you injury or harm or cause damage to the system.

---



#### Note

This signifies convenient or useful instructions.

---

 Used to denote a procedure that requires two people to lift a heavy item.

 Warns of a time-sensitive step. Be sure to read the surrounding instructions completely before performing this operation.

 Signifies an item that needs to be entered on the specified form.

### Text Treatments

**Bold Text** – Indicates items you can select, such as buttons and menu entries.

*Italic Text* – Indicates variable text or placeholders for information, such as user names and directory paths. When entering directory paths and so forth, the word in italics should not be typed, but should be replaced by the appropriate text. Italic text also introduces new words and is occasionally used for emphasis in text.

**Monospace** – Distinguishes information that is displayed on the screen, as well as the text that you should enter.

## Important Safety Instructions

Safety is paramount when installing and operating the system. These safety instructions are to protect you and the customer and the overall public. The following bullet points apply to the safety instructions in this manual:

- ❖ Read all of these instructions before setting up, installing, and operating your system.
- ❖ Follow all warnings, safety precautions, and notices for all procedures in this manual.
- ❖ When in doubt, stop what you are doing and reassess the safety of the situation or procedure. Never continue with a step or procedure when there is the slightest doubt regarding safety.
- ❖ Save these instructions for future reference.

## General Safety Precautions

- ❖ Never install or setup the system near water.
- ❖ Never place the system on an unstable platform.
- ❖ Never place the system near a heat source, such as a heater or furnace.
- ❖ Never perform any of these steps while wearing jewelry (rings, loose necklaces, bracelets, etc.), neckties, or other clothing that could get caught in the equipment. These items can get caught in the equipment or may conduct electricity and cause injury.
- ❖ Never insert any foreign object into the system unit without powering the system OFF first.
- ❖ Never block ventilation ports; allow plenty of room around the system for ventilation.
- ❖ Never use water or liquid to extinguish a fire on the system unit.
- ❖ Always protect the power cord from accidental kinks, cuts, and foot traffic.
- ❖ Always operate this system from the correct type of grounded power source.
- ❖ Always clean and maintain the system in the prescribed manner as instructed in this manual.
- ❖ Always use this equipment in the specified manner as recommended by the manufacturer.
- ❖ Failure to observe safety precautions voids your warranty and may cause damage to the unit and could result in personal injury or death.

### Contact DNP Imagingcomm America Corporation immediately if:

- ❖ The system is damaged due to fire or flood; or is otherwise unsafe to operate.
- ❖ Any part of the system is dropped, cracked, or is not operating properly after performing cleaning and maintenance.
- ❖ You have any questions not answered in this manual.

## Contact Us

Need help? Contact DNP Imagingcomm America Corporation technical support at:

**United States Phone:** 1-855-367-7604 or (724) 696-8957

**Latin America Phone:** 1-855-367-8008 or (724) 696-8958

**Email:** [dnpsupport@dnp.imgcomm.com](mailto:dnpsupport@dnp.imgcomm.com)

**Website:** [www.dnpimgcomm.com](http://www.dnpimgcomm.com)  
[www.dnpphoto.com](http://www.dnpphoto.com)

For hours of operation, see our website.

## What is Hot Folder Print?

**Hot Folder Print™** (or HFP) is a software utility that makes printing even easier! Need to print your images in a specific order? Want to apply color corrections to all prints you make? Want to print to multiple printers? Want to add custom borders to make your prints stand out? Hot Folder Print does all of this and more! Hot Folder Print also acts as an integration tool to allow third party developers to quickly integrate DNP printers into their own products. HFP is designed to work exclusively with DNP printers and is available in multiple languages. HFP also supports duplex printing when connected to the DNP DS80DX duplex printer.

Features include:

- ◆ Print using system folders or the easy-to-navigate user interface
- ◆ Supports up to 2 DNP printers simultaneously
- ◆ Monitor remaining media and printer status
- ◆ Standard print sizes for DS620A, DS820A, DS40, RX1, RX1HS, DS80, and DS80DX
- ◆ Duplex print sizes for DS80DX
- ◆ Specify color profiles, color adjustments, resolution, and number of copies
- ◆ Glossy, matte, fine matte, and luster finish types (depending on printer capabilities)
- ◆ Automatic digital archiving of printed photos
- ◆ Ability to add custom borders
- ◆ Partial matte functionality

## What's New in this Version of Hot Folder Print?

The following is a list of new features in this version of the application:

- ◆ **Partial matte support:** Print logos or other designs in matte over your prints.
- ◆ **Square border support:** Square image borders can be added to your photos.
- ◆ **Import/export settings:** Import settings from other systems, or save your current settings to use again later.
- ◆ **Warning:** Email or onscreen for thresholds such as low media and time out for multi-cut printing.
- ◆ **Metric measurements:** You can now display imperial or metric measurements onscreen.
- ◆ **Remote Update:** Now your software can be updated remotely to save time and keep your system in working order.

## Accepted Image File Types

The following image types are accepted in this version of Hot Folder Print:

- ❖ JPG/JPEG
- ❖ TIF/TIFF
- ❖ PNG
- ❖ BMP

## System Requirements

	MAC OS 10.12 or greater
	500 MB or greater disk space required for installation. 200 MB or greater archival space is also required.
	1024 x 768 video resolution or greater
<b>Supported Printers</b>	DS40
<b>(sold separately)</b>	DS80
	DS80DX
	RX1/RX1-HS
	DS620/620A
	DS820/820A

All print sizes may not be available in all sales regions. Contact your sales representative for more information.

## Print Size Options

Media Size	Folder Name	Type Description	DS40	DS620	RX1	DS80	RX1HS	DS820	DS 80 DX
<b>3.5x5</b>	3.5x5		OK						
<b>4x6</b>	2x6		OK	OK	OK		OK		
	3.5x5		OK	OK	OK		OK		
	4x6		OK	OK	OK		OK		
	4x6_2IN		OK	OK	OK		OK		
<b>5x7</b>	3.5x5		OK	OK	OK		OK		
	5x5			OK					
	5x7		OK	OK	OK		OK		
<b>6x8</b>	2x6		OK	OK	OK		OK		
	4x6		OK	OK	OK		OK		
	3.5x5		OK	OK	OK		OK		
	4x6_2IN		OK	OK	OK		OK		
	5x5		OK	OK	OK		OK		
	5x7		OK	OK	OK		OK		
	6x6			OK	OK		OK		
	6x8		OK	OK	OK		OK		
	6x8_2IN		OK	OK	OK		OK		
<b>6x9</b>	3.5x5		OK	OK					
	4x6		OK	OK					
	5x5		OK	OK					
	5x7		OK	OK					
	6x6			OK					
	4.5x6		OK	OK					
	6x8		OK	OK					
	6x9		OK	OK					
<b>8x10</b>	4x8					OK			
	5x8					OK			
	6x8					OK			
	8x8					OK			
	8x10					OK			
	4x8D								OK
	5x8D								OK
	8x6D								OK
	8x10D								OK
<b>8x12</b>	4x8					OK		OK	
	5x8					OK		OK	
	7x8							OK	
	8x8					OK		OK	
	8x9							OK	
	8x10					OK		OK	
	8x12					OK		OK	
<b>8x12D</b>	4x8D								OK
	5x8D								OK
	6x8D								OK
	8x8D								OK
	8x10D								OK
	8x12D								OK
<b>A4</b>	A4x5							OK	
	A4x6							OK	
	A4x8							OK	
	A4x10							OK	
	A4							OK	
	A5							OK	

## Installing the Software

Use the following procedure to install your software. Make sure your printer is powered ON and loaded with media before you begin. Please note that this utility only works with printers that are sold by DNP Imagingcomm America Corporation.



### Note

Hot Folder Print utility is designed to work with DNP printers only.

## Installing Hot Folder Print



### Attention

Hot Folder Print utility is designed to work with DNP printers only.

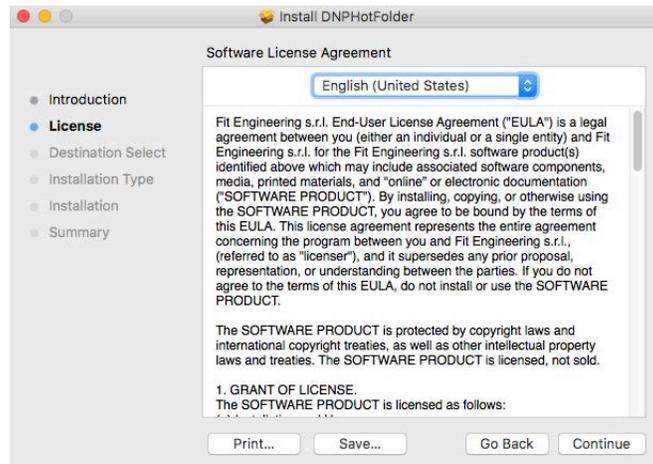
1. After downloading the installation file from [www.dnpphoto.com](http://www.dnpphoto.com), double-click the **DNPHotFolder install.mpkg** file to begin the installation.
2. When the installation window appears, press the **Continue** button to start the installation process.
3. When the language prompt appears, select the language you want to install and press the **Continue** button.



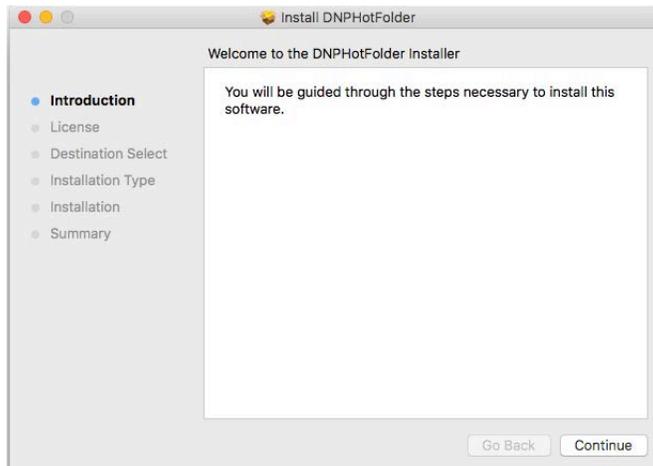


## Note

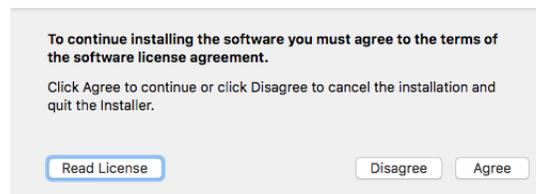
The language option is not available on reinstalls. To switch languages, uninstall the current version (use the `uninstall.pkg` file you downloaded with your installation files), and install the software again, choosing the new desired language.



- At the installation *Welcome* screen, select the **Continue** button to continue with the installation.



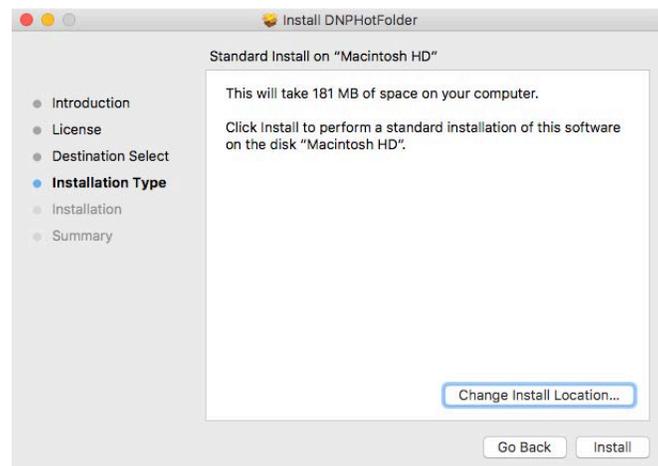
- Review the license agreement and click **Continue**. When prompted, press the **Agree** button to agree with the software license agreement.



- On the *Select a Destination* screen, select the Macintosh HD drive option and click the **Continue** button to begin installing the software in the recommended location.

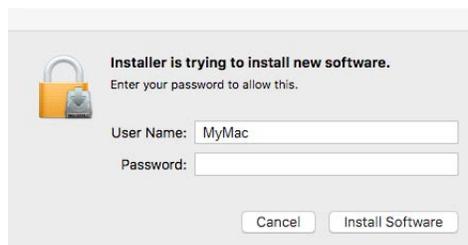


- On the next screen, verify that the installation location is correct. Press the Install button to start the installation process.

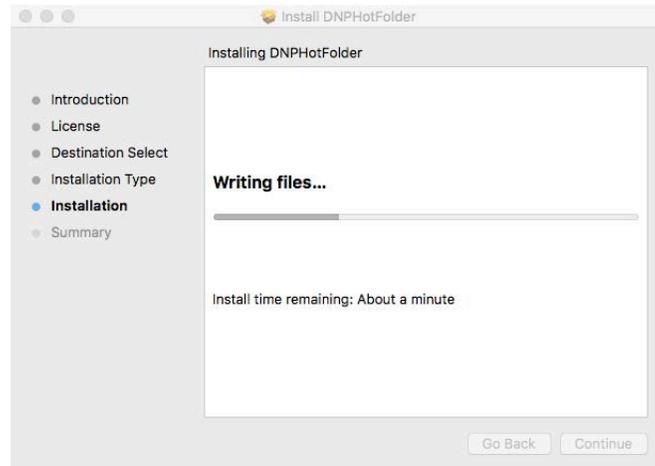


### Note

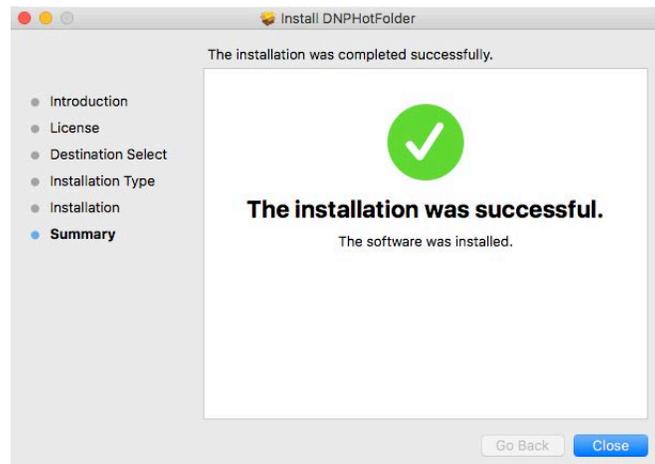
Depending on your system settings, you may be prompted to enter your password before the installation can begin.



- The installation process begins. A progress bar is shown while the software installs.



- When the *Installation was successful* message appears, click the **Close** button to complete the installation process.



### Attention

Before starting the HFP app, be sure your DNP printer(s) are powered ON and your media is loaded.

- Locate the new HFP alias on your system desktop. HFP Starts minimized. Click the **HFP icon** at the bottom of the screen to maximize the app.



## Using Hot Folder Print

Use the following information to tour the Hot Folder Print interface and get to know the application. By using the intuitive interface, you can print photos quickly and with ease.

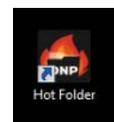
### Opening Hot Folder Print



#### Note

Before starting Hot Folder Print, make sure your printers are connected to your system via USB, powered ON, and have media loaded.

1. Locate the HFP alias on your system desktop. HFP Starts minimized. Click the **HFP icon** at the bottom of the screen to maximize the app.



### Identifying the Application Icons

Use this section to identify the different buttons and icons that are used throughout the software application.

Icon		Name	Description
Inactive	Active		
		<b>Back</b>	Returns you to the previous screen.
		<b>Save</b>	Saves the changes you made.
		<b>Print</b>	Access the print workflow.
		<b>Image Import</b>	Opens folder to import images.

Icon	Name	Description
	<b>Undo Changes</b>	Returns the screen values to the defaults.
	<b>Import Border</b>	Opens folder to import borders.
	<b>Edit Border</b>	Opens border edit screen.
	<b>Drag and Drop</b>	Opens the drag and drop folders.
	<b>Settings</b>	Opens the admin screens.
	<b>Delete/Exit</b>	Deletes the selected item (borders) or exits the screen/application.

## Hot Folder Print Dashboard

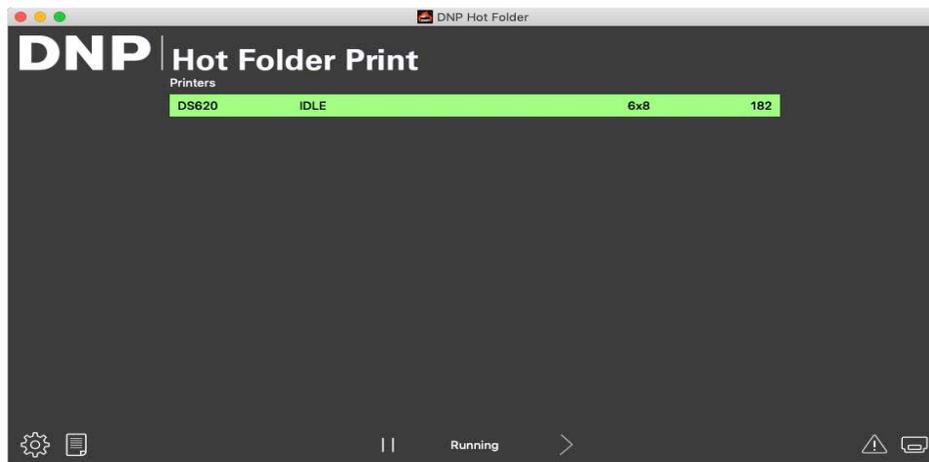


Figure 1. Main dashboard

With the main dashboard, you can see the status of your system at a glance. The HFP dashboard gives you a quick view of the attached printers, the printer status, and how many prints are remaining on the current media set. All parts of the HFP interface are accessed from the main dashboard.

## Dashboard Tour

The following section explains the buttons, or *icons*, used on the main dashboard. Use this section to identify the icons and to better understand the Hot Folder Print application.

- ❖ **Printer List** - The printer list is shown in the middle of the screen. The list contains a printer information bar for each printer that is attached to the system. This allows you to easily view important information about the attached printers. The list displays the printer type, printer status, current media loaded, and remaining prints for each printer you have attached to the system.  
The printer list is also color coded:
  - ◆ **Light Green:** *Idle* status
  - ◆ **Dark Green:** *Printing* status
  - ◆ **Yellow:** *Warning* status (low media)
  - ◆ **Red:** *Error* status
- ❖ **Settings Button** - Opens the administrative screens.
- ❖ **Print Button** - Opens the print workflow window.
- ❖ **Pause/Play Buttons** - Toggles between all orders being paused or active.
- ❖ **Application Control Buttons** - Minimizes or closes the application using the buttons in the top right corner.

## Accessing Printer-Specific Information

Need to see information about one of your printers? The printer info box shows information about your printer at a glance.

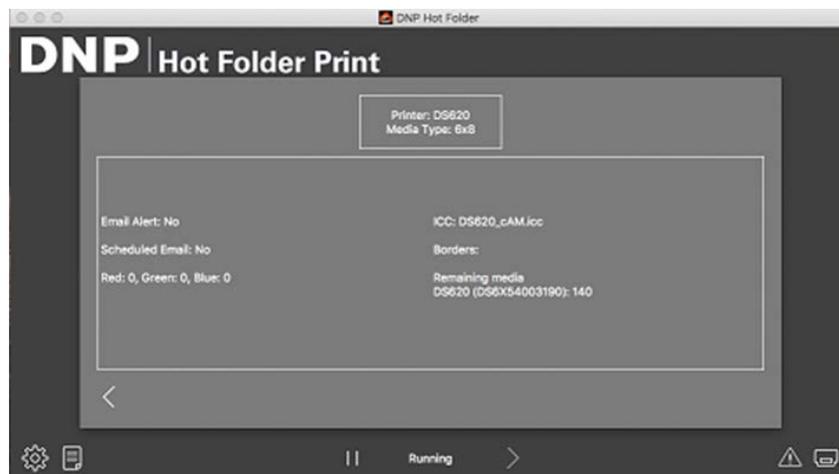


Figure 2. Printer info box

1. The printer info box for each printer is viewed by clicking on the printer's information display bar in the middle of the main dashboard.
2. The following is reported for each printer attached to your system:
  - ◆ **Printer:** Printer type (DS40, DS80, RX1, DS80DX, DS620/620A).
  - ◆ **Status:** Current status of the printer (Idle, Printing, Error, etc).
  - ◆ **Sheets Remaining:** Number of prints left on the media.
  - ◆ **Serial Number:** Serial number of the printer.
  - ◆ **Firmware:** Firmware version installed on the printer.
  - ◆ **CVD:** Printer color configuration file.
  - ◆ **Media Type:** Size of media loaded.
  - ◆ **Life Counter:** Lifetime count of produced prints.

- ◆ **Matte Counter:** Number of matte prints for the lifetime of the printer.
  - ◆ **ICM File:** Name of the ICM file that is currently in use.
3. Press the < to close the info box and return to the main dashboard.

## Printing Images using Hot Folder Print

### Determining Your Print Mode

There are three print modes in this version of HFP. How you plan to use the Hot Folder Print application determines which print mode you should use. All print modes are enabled by default and can be used at any time.

- ◆ **Image Import Mode** – Image import mode allows you to select your images and arrange the print order before you begin printing. This mode allows you to see thumbnail previews of your images before you print as well as control the print order of your images. To use image import mode, click the **printer icon** on the bottom right side of the main dashboard. See “Using Image Import Mode to Print” on page 18.
- ◆ **Drag and Drop Mode** – Drag and Drop, was the default print mode used in previous versions of HFP. Enabling this print mode allows you to drag – or copy – your images from anywhere on your system to the print size folders within the HFP application folder structure. This mode is preferable for users who do not have a print order preference or those using HFP as a print engine for other photo applications. When using the drag and drop mode, all images are printed in the order they are added to the print size folder. Images are printed as soon as they are pasted into the print size folder. For more information on drag and drop mode, see “Using Drag and Drop Mode” on page 20.
- ◆ **Drag and Drop onto UI Mode.** When viewing the print queue from within the software, drag images from a folder to the UI and select a print size. Images begin printing when user selects the **Print** button at the bottom right.



#### Note

Keep in mind that the drag and drop into folder actions are defined by Apple. This means that dragging images to a print size folder can cause a cut and paste action - *not a copy and paste action* - and your image is removed from the original folder location. The simple way to avoid this is to always use a copy/paste action instead of a cut/paste action.

---

## Image Import Mode Tour

Use this section to learn about the image selection screen when using image import mode to print images.



### Attention

Thumbnails are shown in the original image aspect ratio, not the selected print size aspect ratio. If required, Hot Folder Print performs a center crop on images to obtain the necessary aspect ratio for the selected print size. For more information, see "About Aspect Ratios" on page 22.

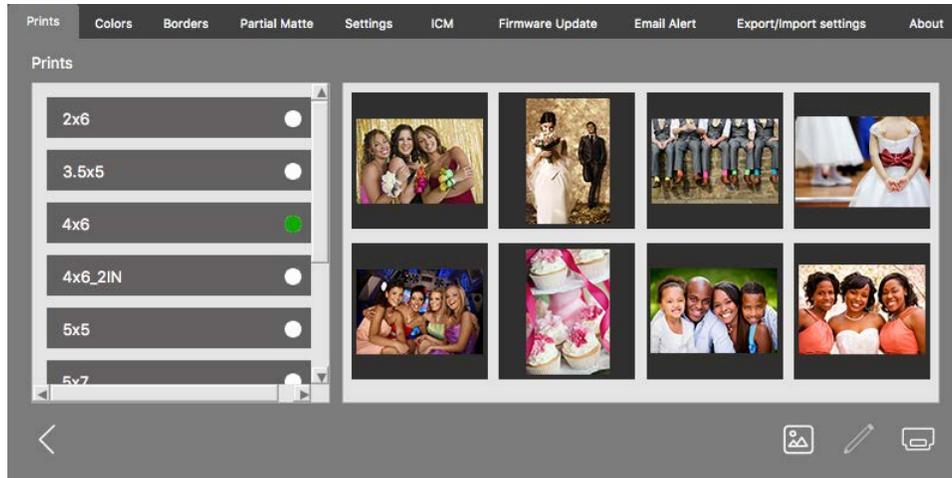


Figure 3. Image selection screen

- ❖ **Image Thumbnail Panel:** All images that have been loaded for the current print session are displayed in the thumbnail panel.
- ❖ **Print Size:** The print sizes available are determined by the type of media that is loaded in the printer. Print sizes that end in D signify a duplex print option. Duplex printing requires images to be printed on both sides of the sheet paper. When choosing duplex printing, the odd images print on the front and even images print on the back. Make sure you have the images in the correct order before proceeding.
- ❖ **Image Import Button:** Opens the image import window.
- ❖ **Print Button:** Prints all of the images that are loaded in the thumbnail panel. Pressing **Print** sends the images to the hot folder and returns you to the main dashboard.

## Using Image Import Mode to Print



### Note

Only one print size is available in each print session. If you need to print more than one size, create additional print sessions for each of the other print sizes.

1. From the main dashboard, press the **Print** button in the lower right corner. The image selection screen opens.

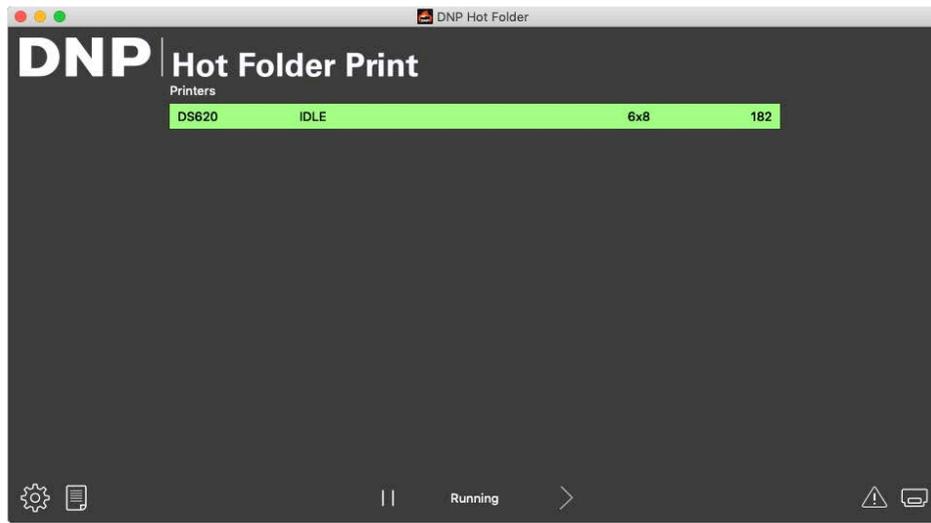


Figure 4. Dashboard

2. Select your **print size**. A green dot appears next to the selected print size.

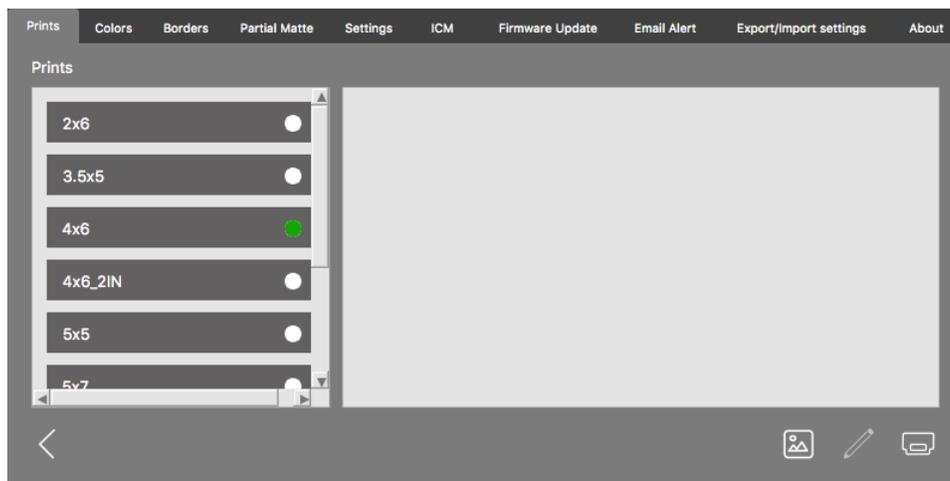


Figure 5. Selected print size

3. Press the **Image Import** button to open a finder window.

### Note

You can select multiple images by holding down the **Ctrl** key on the keyboard and selecting the images or by using the **Shift** key to select all images between your first and last selected image.

4. Browse to your image location and select your images. Press the **Open** button in the finder window to load the selected images into your print session.

- If you are printing duplex prints, you can drag the images to arrange your desired print order. This step is not necessary for simplex printing.

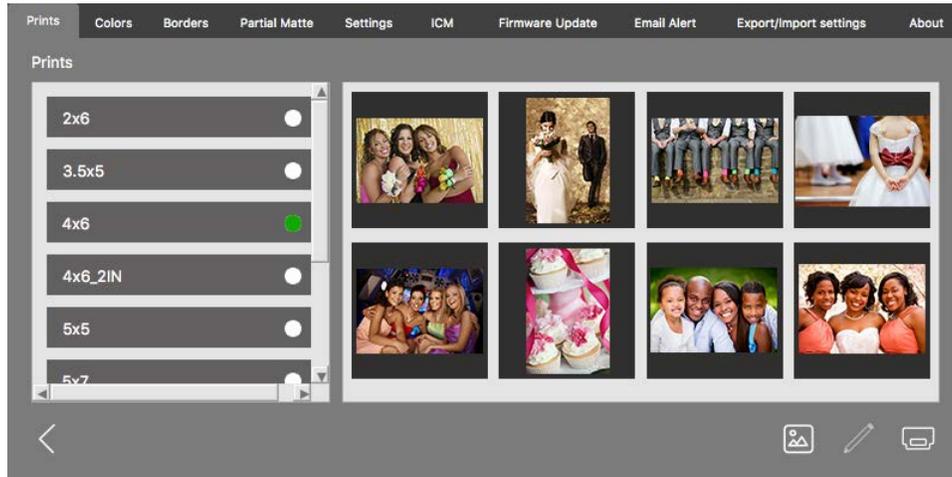


Figure 6. Loaded images

- Press the **Print** button in the lower right corner of the dashboard to print your images.
- The images are sent to the appropriate printer(s), and you are returned to the main dashboard.



#### Note

Hot Folder Print will take advantage of the printer's multi-cut ability to maximize the number of prints per roll of media when multiple images are printed for that media type. For more information, see "Print Size Options" on page 9.

## Using Drag and Drop Mode

*Drag and drop mode* monitors folders within the HFP application structure for image files. Once image files are detected, those images are printed on the next available printer with that media size loaded. Images are printed in the order they are added to the print size folder.

Placing an image file in the print size folder results in prints of that print size.

**<InstallDir>\Hot Folder\Prints** where **<InstallDir>** is the directory where the Hot Folder Print application is installed.

- To use drag and drop mode, open a finder window and browse to the above location.
- Open another finder window and browse to your images.
- Copy the images you want to print.

4. Paste those images in the finder folder that corresponds with your desired print size.



Figure 7. Drag and drop mode



### Note

Print size folders are added because the printer has the corresponding media installed. Once a folder is added, it is never deleted. This means that if you frequently change the media size, you will see all of the print size folders that have ever been valid for that printer. The images remain in the folder until that media size is loaded or the images are manually deleted from the folder. Take care when adding images to make sure that you are not adding the images to a folder that is not currently supported.

Keep in mind that the drag and drop actions are defined by Apple. This means that dragging images to a print size folder can cause a cut and paste action - *not a copy and paste action* - and your image is removed from the original folder location. The simple way to avoid this is to always use a copy/paste action instead of a cut/paste action.

## Using Drag and Drop to UI

*Drag and drop to UI mode* allows you to drag images directly to the Hot Folder Print application image selection screen for processing.

1. To use drag and drop to UI mode, open a finder window and browse to the location where your images are stored.

2. If it is not already, open the Hot Folder Print application to the Prints screen.

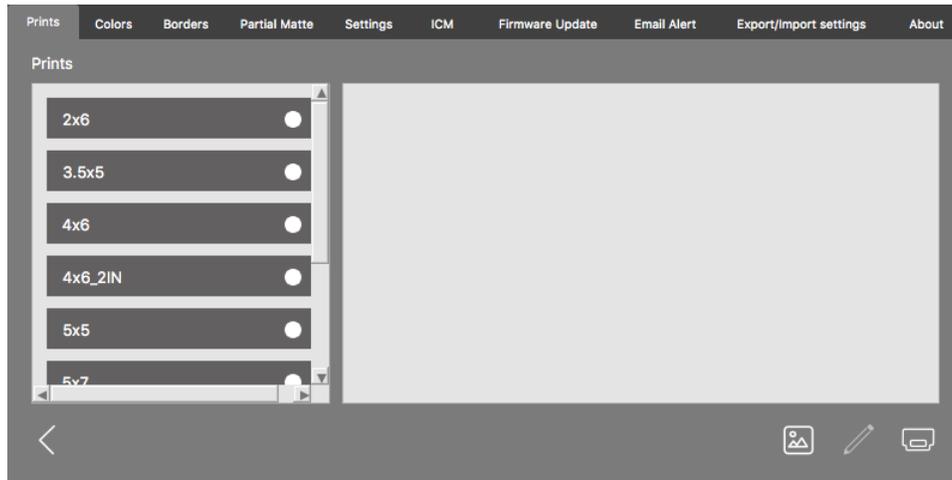


Figure 8. Prints screen (no images loaded)

3. In your finder window, select the images you want to process.
4. Drag those images to the Hot Folder Print prints screen.
5. The images are loaded into the Hot Folder Print application, and you can print or process the images as you normally would.

## Using Drag and Drop Mode with Duplex Prints

It is recommended that you use image import mode when printing duplex prints to avoid any issues with print order. See "Using Image Import Mode to Print" on page 18.

If you are printing duplex, or double-sided, images while using drag and drop mode, you must use specific naming conventions for the image files to assign the order of the prints within the print job. For more information, see "Third Party Application Integration" on page 35.

## About Aspect Ratios



Figure 9. Aspect Ratios of 4x6, 5x7, 8x10, and 4x4 on the Same Image

The aspect ratio is the ratio of the width to the height of an image. The aspect ratio of your images depends on the source of those images. Different imaging devices (cameras, scanners, printers, software) use different aspect ratios. For example, the aspect ratio of 35mm film cameras is 1:1.5.

Changing the original aspect ratio to the target aspect ratio requires cropping either the height or width of the photo.

Images are cropped because, the aspect ratio must be changed to fit a standard print size. Forcing an image with one aspect ratio to fit in a print size of another aspect ratio results in the image becoming distorted, therefore making the image look stretched or compressed. Cropping an image is almost always preferable to having a distorted image.

The aspect ratios for some standard image sizes are shown below. Some digital cameras allow you to select the aspect ratio of your images. Consult your digital camera documentation for more information.

Image Size	Aspect Ratio
(Image Height / Image Width)	
4 x 6 Print [inches]	1:1.5
5 x 7 Print [inches]	1:1.4
8 x 10 Print [inches]	1:1.25
640 x 420 [pixels]	1:1.5
1024 x 768 [pixels]	1:1.5
1152 x 820 [pixels]	1:1.4
1600 x 1280 [pixels]	1:1.25
2000 x 1570 [pixels]	1:1.27
Many Digital Cameras	1:1.33

## Changing the Hot Folder Print Settings

Hot Folder Print installs with DNP's recommended settings. If at any time you want to make changes to the initial configuration, use the procedures in this chapter to do so.



### Note

Changes made on the admin pages are applied to all prints. You can always reset the values to the defaults by clicking the **Undo Changes**  button.

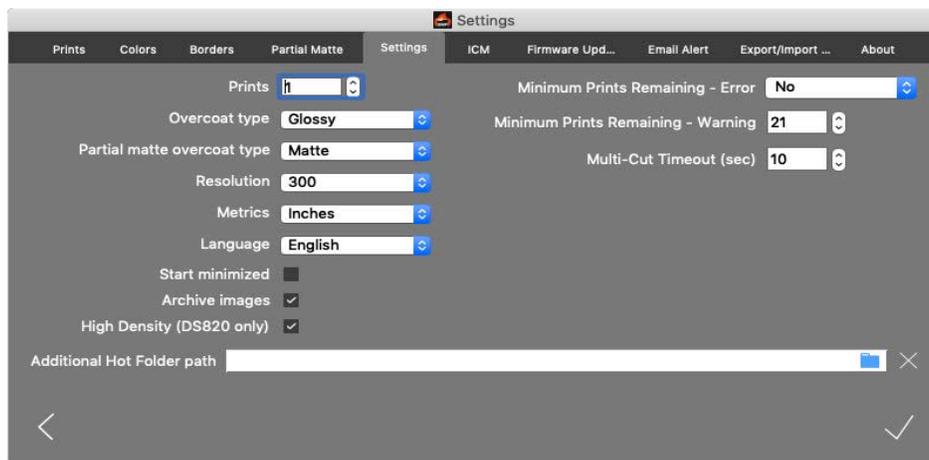


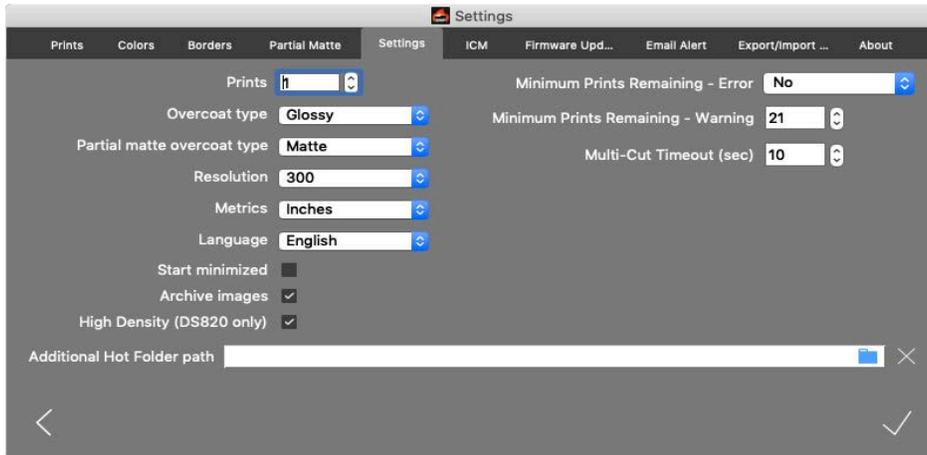
Figure 10. Settings tab

## Accessing the Admin Pages

1. Click the **Gear icon**  to open the admin pages. This allows you to browse to the Prints, Color, System settings, Borders, ICM, and About tabs. For your convenience, the Prints tab is also accessible from the admin pages. This allows for easy printing when needed.

## Touring the Settings Tab

The settings tab offers general configuration options for the HFP application. Number of prints, print type, print resolution and other application settings are accessible from this tab. Any changes made on the Settings tab are applied globally to any prints made regardless of printer or media size.



- ❖ **Prints:** Set the default quantity of prints for each image printed (e.g., to offer double prints, set the quantity to 2.) For duplex printers, only one copy is printed regardless of the print setting.
- ❖ **Finish Type:** Select the default finish from the matte, luster, and glossy finish types. (All finish types are not available with all printers. Check your printer documentation to see if your printer is compatible with your desired print finish.)
- ❖ **Resolution:** Switch between the standard 300x300 dpi resolution or the higher 300x600 resolution.
- ❖ **Metrics:** Switch between imperial or metric measurements.
- ❖ **Language:** Update the system language to any of the listed options.
- ❖ **Start Minimized:** Start the application minimized in the task bar.
- ❖ **Archive Images:** Automatically saves an image copy to the archive folder. Archived images are saved in the directory: `<InstallDir>\Hot Folder\Prints\Archive` where `<InstallDir>` is the directory where the Hot Folder Print application is installed. Typically, the installation directory for Hot Folder Print is: `C:\DNP\Hot Folder`
- ❖ **High Density Mode:** (DS820/820A only) Allows for high density printing. This mode will result in slightly darker shadows and increased saturation at the expense of slower print times.
- ❖ **Minimum Prints Remaining - Error:** Sets the threshold for when the printer status bar turns red to indicate an out of media state.
- ❖ **Minimum Prints Remaining - Warning:** Sets the threshold for when the printer status bar turns yellow to indicate a low media state.
- ❖ **Multi-Cut Timeout:** Only available with multi-cut ribbon panel options. Adjust the setting (in seconds) to change the wait time before single images are printed on a full ribbon panel.

## Making Changes to the Settings Tab

1. Make your desired changes. Press the **Save**  button in the lower right corner.



### Attention

If you select another tab or close the Admin pages before pressing the **Save**  button, your changes are not saved.

2. Press the **Back**  button to return to the dashboard, or click another tab to make other changes.

## Touring the Colors Tab

Change the color settings universally to all images from the Color tab. Keep in mind, any changes you make are applied to all prints unless you either revert the changes or make other changes on this tab.



Figure 11. Color tab

- ❖ **Use ICM:** If checked, you use the ICM specified on the ICM tab. Leaving this option unchecked means that no ICM is applied.
- ❖ **Use Auto Color Correction:** Enabled by default. Applies automatic color correction to all images. (If you make color changes to your images in another software application before printing, disable this option.)
- ❖ **Color Setting Drop-Down Menu:** Select between changing the RGB, Gamma, Brightness, or Contrast values.
- ❖ **Sync Channels:** Changes are applied across all three color channels simultaneously.
- ❖ **Color Sliders:** Changes the red, green, or blue channel settings. You can change each value independently unless you have enabled sync channels.
- ❖ **Saturation Slider:** Changes the saturation values.
- ❖ **Sharp Slider:** Increases the sharpness for all images.



### Note

Sharpness filters are processor-intensive operations. Printing speeds can be impacted when using values other than 0.

## Making Changes to the Color Tab

1. Make your desired changes. Press the **Save**  button in the lower right corner.



### Attention

If you select another tab or close the Admin pages before pressing the **Save**  button, your changes are not saved.

2. If you want to revert, or undo, all of your changes, press the **Undo Changes**  button in the lower right corner of the screen. This reverts to the default configuration settings that were initially installed.
3. Press the **Back**  button to return to the dashboard, or click another tab to make other changes.

## Touring the Borders Tab

Use the borders tab to edit, remove, or add borders to your images.

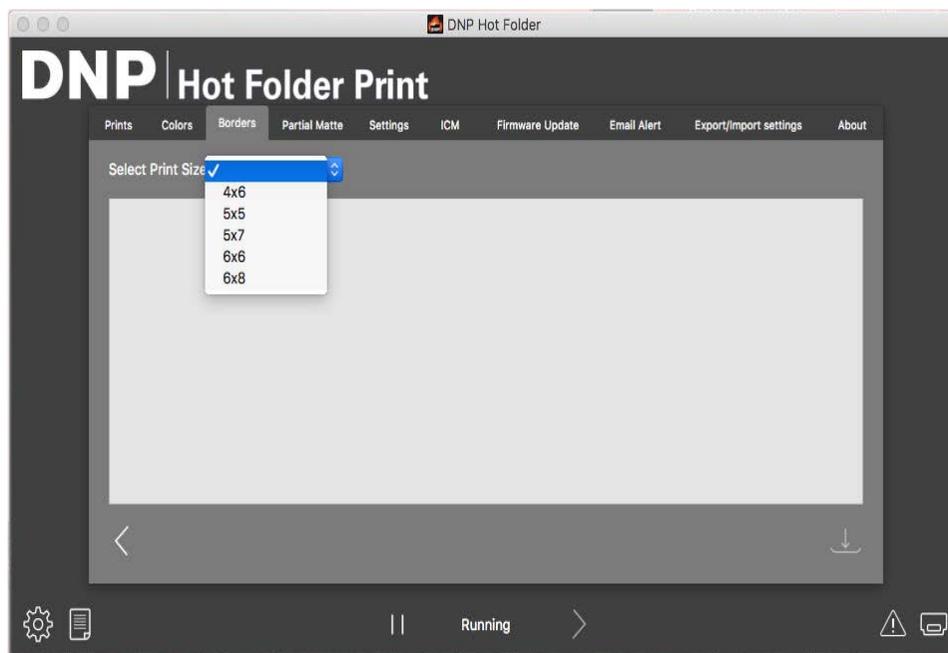


Figure 12. Borders tab

- ❖ **Select Print Size:** Designates the desired print size.
- ❖ **Enabled/Disabled Checkbox:** Enables the selected border (one per print size) for each print session.
- ❖ **Edit Button:** Edits the image space within the border.
- ❖ **Delete Button:** Deletes the border.
- ❖ **Import Button:** Imports new borders. Opens the import workflow.

## About New Borders

Each border file must contain a space with a transparent background where the image will appear. Newly created borders must meet the following criteria:

- ❖ **File Format:** PNG only.
- ❖ **Orientation:** Both horizontal and vertical borders must be loaded for each new border. If you only load one orientation, then only that border will appear on prints.
- ❖ **File Naming:** **[name]-o.png** where **[name]** is the name you chose for your border, and **o** is the border orientation, i.e., **whiteborder-v.png** for a white border that has a vertical orientation.
- ❖ **Size:** Must be the full size in inches for each print size. For example, a 4x6 border would be 4"x6" (vertical) and 6"x4" (horizontal). You can also use the following pixel sizes:
  - ◆ **4x6:** 1200x1800 pixels
  - ◆ **5x7:** 1500x2100 pixels
  - ◆ **6x8:** 1800x2400 pixels
- ❖ **Resolution:** 300 dpi
- ❖ **Color Mode:** RGB only
- ❖ **Background/Image Space:** Must have a transparent background, or image space. The area where the image will appear cannot be colored in.
- ❖ **Image Compression:** No compression allowed. (No LZW, etc.)

In general, the opening in the border should be the same aspect ratio as the overall image, although the opening does not have to be strictly rectangular, and it may have varied edge treatments. Having elements of the border overlap the image space is acceptable, however keep in mind this may block important portions of your images.

**An example of a 4x6 border follows:**

Orientation	Naming	Size	Resolution	File Format	Color Mode
Horizontal (Landscape)	[name]_h.png	4"x6"	300 dpi	PNG	RGB
Vertical (Portrait)	[name]_v.png	6"x4"	300 dpi	PNG	RGB

## Creating Custom Borders

1. On your computer, create a folder for your border files. Name the border folder with a dynamic name that you will recognize later.
2. Use your preferred photo editing software to create your new border.
3. Use the above requirements to create two borders that have the correct file size, file format, color mode, background transparency, and resolution. One for horizontal prints and one for vertical prints.
4. Save your borders with the proper file name (either **[name]-v.png** or **[name]-h.png**) in the border folder you just created. Remember, each print size must have a horizontal and vertical border.

## Importing New Borders

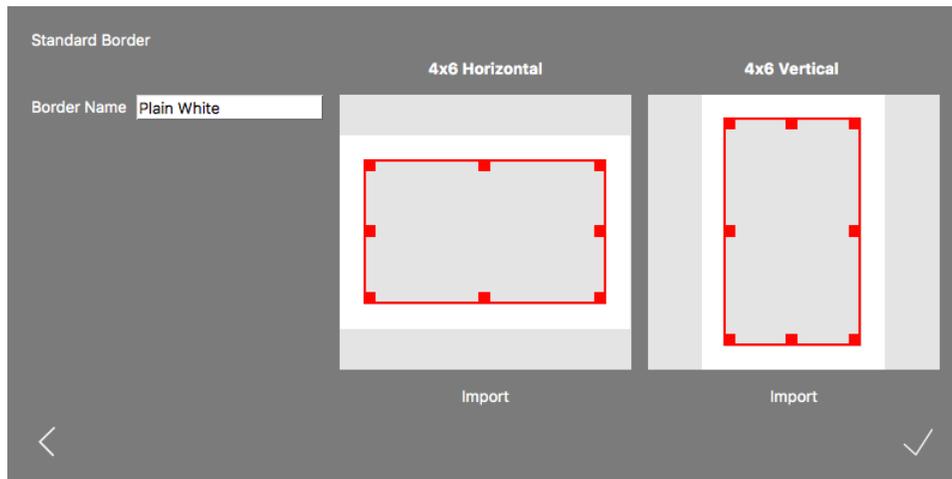
1. To add a border, first select a print size.
2. Touch the **Import**  button on the Border tab to open add border dialog.



### Attention

Each border requires **both** a horizontal (landscape) and vertical (portrait) version of the border in order to print.

- Press the **Import**  button to import both the horizontal and vertical versions of the border. The software automatically detects the image space.



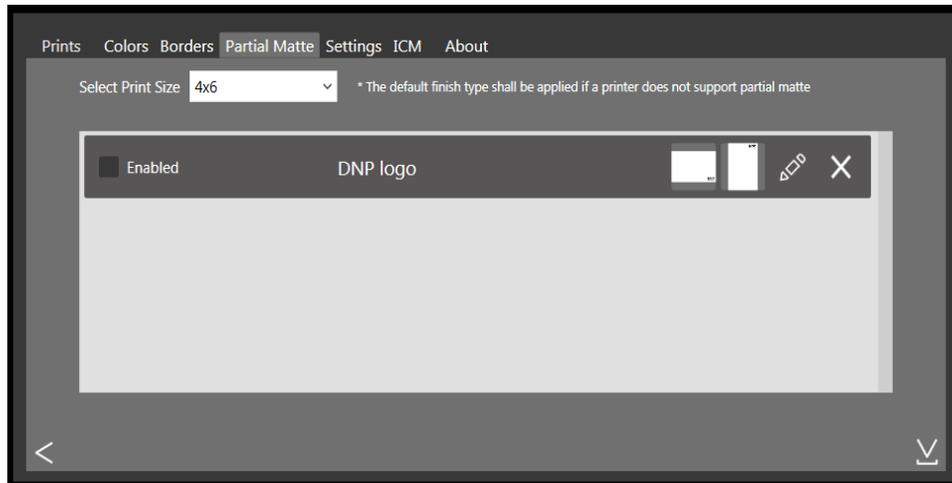
- Use the handles to adjust the width and height of the image space.
- You must enter a name in the **Border Name** field before saving the file.
- Press the **Save**  button to save the new border.

## Editing Existing Borders

- To edit a border, first select a border on the border tab, then press the **Edit**  button.
- You can adjust the size of the image space by grabbing and dragging the circles on the border. The darkened area indicates the area in which the image will appear.
- Press the **Save**  button to save your changes.

## Touring the Partial Matte Tab

Use the partial matte tab to create a matte effect on a portion of each photo you print. Similar to the Border tab, you will upload your matte design for both vertical and horizontal orientations for each print size. If your printer does not support partial matte printing, the default print finish will be used.



## Creating Matte Templates

1. On your system, create a folder for your matte template files. Name the folder with a dynamic name that you will recognize later.
2. Use your preferred photo editing software to create your new template.
3. The background of your image must be transparent. Only include a solid colored area where you want partial matte to print on the image. The file size must match the dimensions of the print it is expected to print. Any area that contains a transparency value other than 0% will print with partial matte applied.
4. Save your templates in the template folder you just created. Remember, each print size must have a horizontal and vertical template.

## Importing New Partial Matte Templates

1. To add a matte template, first select a print size.
2. Touch the **Import**  button on the Partial Matte tab to open matte template dialog.



### Attention

Each template requires **both** a horizontal (landscape) and vertical (portrait) version in order to print.

3. Press the **Import**  button to import both the horizontal and vertical versions of the template.



4. Use the circle controls to adjust the width and height of the image space.
5. You must enter a name in the **Template Name** field before saving the file.
6. Press the **Save**  button to save the new border.

## Touring the ICM Tab

Use the ICM tab to import new color profiles (ICM or ICC files) when needed. You can also switch between profiles once you have imported them.

Printer	Current Profile	Date	Description	
RX1/HS	RX1.icm	02/22/2018	RX1-131101 Type-SC	Add Profile...
DS40	DS40_cAM.icm	02/22/2018	IMSA_DS40_2014-02-28_BL(ushi)	Add Profile...
DS80/DX	DS80_cAM.icm	02/22/2018	IMSA_DS80_2014-02-28_BL (ushi)	Add Profile...
DS620	DS620_cAM.icc	02/22/2018	DS620_141105-7.icc	Add Profile...
DS820 PP	DS820_tPP.icc	02/22/2018	PP_DS820_160902-8	Add Profile...
DS820 SD	DS820_tSD.icc	02/22/2018	SD_DS820_0010	Add Profile...

The screen displays the existing ICM file name and location to the right of each printer model.

### Adding a Color Profile

1. Locate your printer model and press the **Add Profile...** button.
2. Browse to the location of the ICM or ICC file that you want to add. Select the new file and press the **OK** button. The selected ICM file is imported.

**Note**

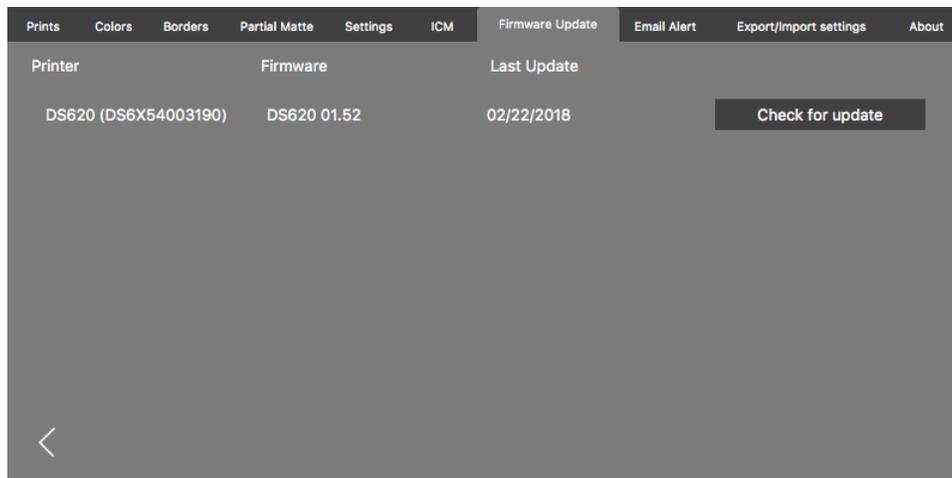
If the ICM or ICC file you are importing has the same name as an ICM/ICC file that is already loaded, you will need to rename the new file before importing it.

## Switching Between Color Profiles

1. Locate your printer model.
2. Press the drop-down arrow in the **Current Profile** field to select any color profile that you have already loaded.
3. The new color profile will appear in the Current Profile field. This profile will be used until you switch to a new color profile.

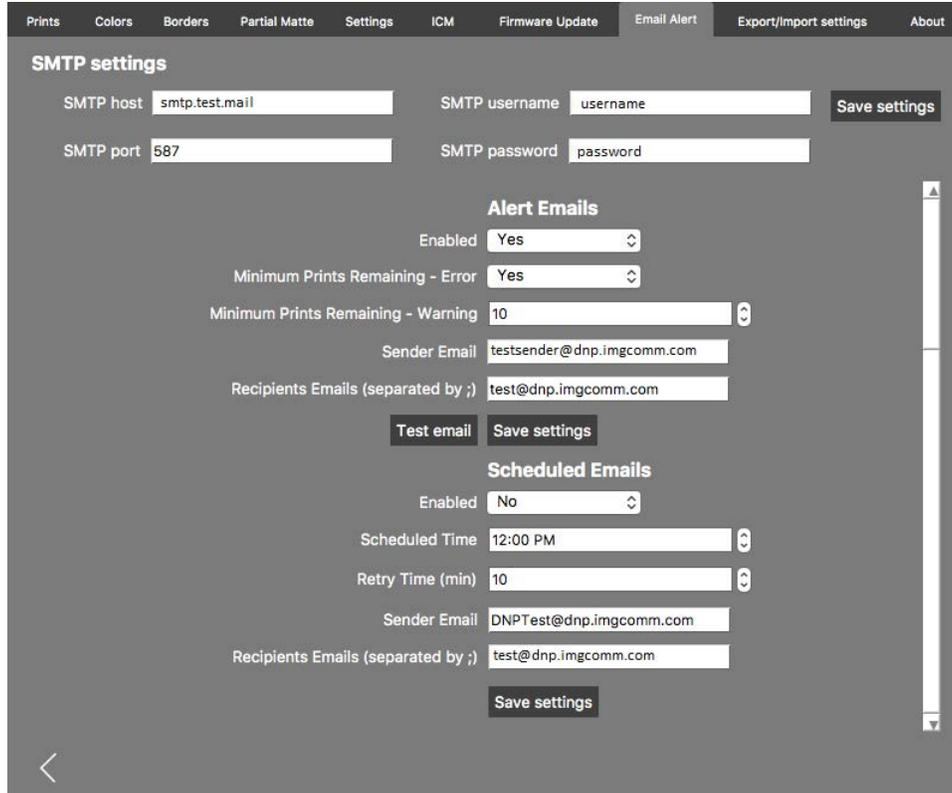
## Touring the Firmware Update Tab

The Firmware Update tab allows you to update your printer firmware when. Simply click the Check for Update button to see if any updated versions of the printer firmware are available for download. Then, follow the on-screen instructions to update your printer.



## Touring the Email Alert Tab

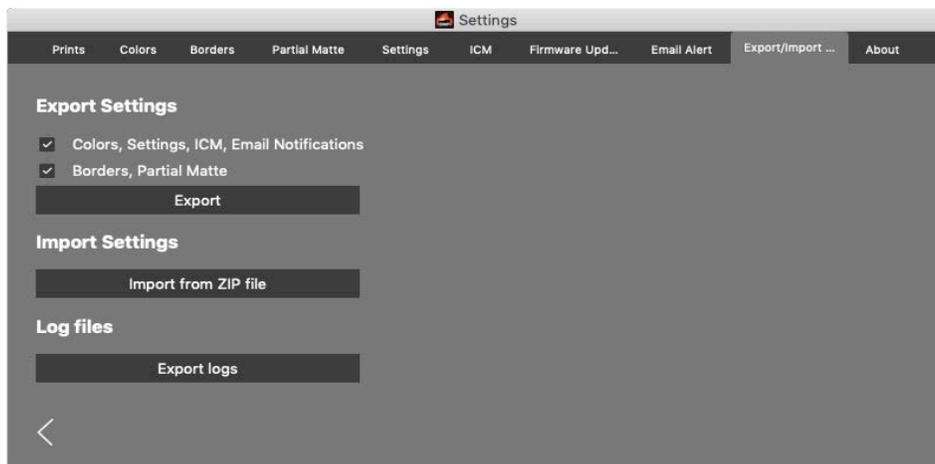
Use the Email Alert tab to send automated system status alerts and usage reports to your email. Each of the sections is independent and must be saved individually.



- ❖ **SMTP Settings:** Details the email server credentials that will be used to transmit email alerts.
- ❖ **Alert Emails:** Allows a user to enable or disable alerts such warnings for minimum print thresholds, and define the senders and recipients.
- ❖ **Scheduled Emails:** Allows users to configure the usage reports that are being sent. Settings include enable/ disable, the scheduled time for emails, a retry value, the sender account email, and the recipient.

## Touring the Export/Import Tab

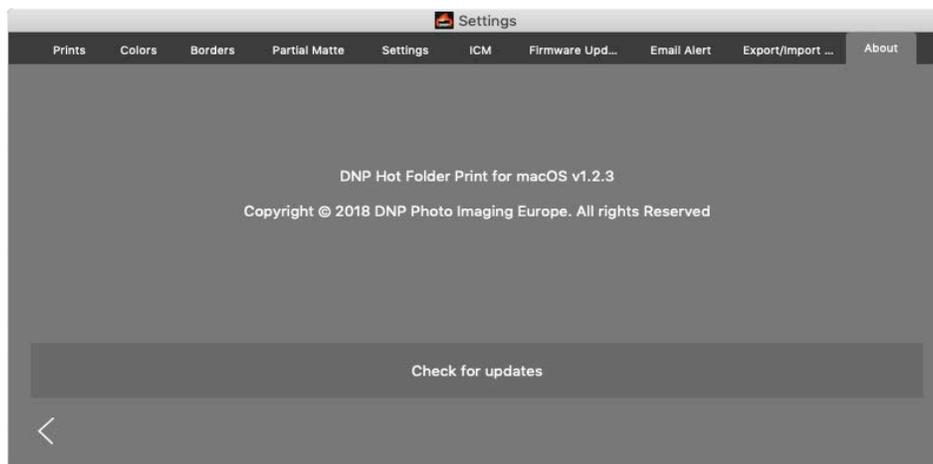
The Export/Import tab allows you to import or export your system settings, and export log files for viewing in other applications. Saving your system settings makes restoring your system easier. Log files can be used to troubleshoot issues.



Use the **Export Settings** section to export information such as your color, ICM, system, email, border, and matte settings. Use the **Import Settings** file to import a saved file if your system needs to be restored. The **Log Files** section allows you to export your log files to use for troubleshooting system issues. To export log files for troubleshooting purposes, press the **Export Logs** button and save the files to your system.

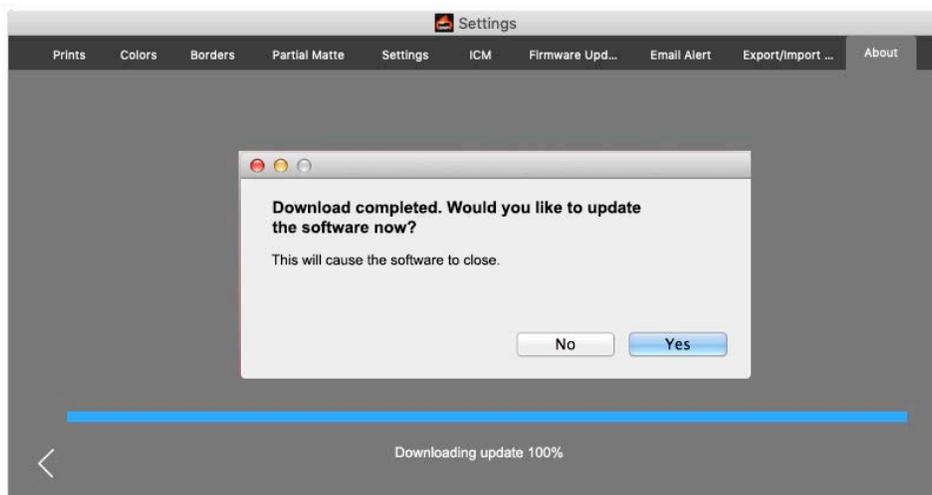
## Touring the About Tab

The About tab displays the application version as well as other application information. Use the web link on this tab to visit the HFP product page where you can access additional product information, check for updates, and view technical support information.



## Updating the Software

Internet connection required. By pressing the **Check for Updates** button, the software will check for pending updates. If available, the update will be downloaded and installed.



## Third Party Application Integration

Using system integration techniques, it is possible to integrate third party software applications with Hot Folder Print. Use this chapter to explore the print integration options.

### Application Folder Locations

Through a third party application, place images in any of the monitored print size folders to print that print size.

The following is the location for the print size folders:

**<InstallDir>\Hot Folder\Prints** where **<InstallDir>** is the directory where the Hot Folder Print application is installed. Typically, the installation directory for Hot Folder Print is: **C:\DNP\Hot Folder**

Use the list below when specifying a print location. Be sure to name the print folders exactly as they appear here:

- ❖ 3\_5x5
- ❖ 4x6
- ❖ 5x7
- ❖ 6x8
- ❖ 6x9
- ❖ 8x10\_50D
- ❖ 8x10\_75D
- ❖ 8x10D
- ❖ 8x12
- ❖ 8x12D
- ❖ 8x4x3
- ❖ 4x4x2x3
- ❖ 8x6x2

### Simplex Print File Ordering

Simplex prints are printed in the order that the prints are dropped into the print size folder. There is no way to specify the file print order other than by controlling the order the images are added to the print size folder.

## Duplex Printer Integration

HFP supports duplex, or double sided, printing when using the DNP DS80DX printer. Duplex integration with third party apps works best when used with the drag and drop print mode.

### Duplex Folder Information

The folder names below specify each duplex print size that is available.

- ❖ 8x10\_50D
- ❖ 8x10\_75D
- ❖ 8x10D
- ❖ 8x12
- ❖ 8x12D
- ❖ 8x4x3
- ❖ 4x4x2x3
- ❖ 8x6x2



#### Note

Print size folders are added because the printer has the corresponding media installed. Once a folder is added, it is never deleted. This means that if you frequently change the media size, you will see all of the print size folders that have ever been valid for that printer. The images remain in the folder until that media size is loaded or the images are manually deleted from the folder. Take care when adding images to make sure that you are not adding the images to a folder that is not currently supported.

Keep in mind that the drag and drop actions are defined by Apple. This means that dragging images to a print size folder can cause a cut and paste action - *not a copy and paste action* - and your image is removed from the original folder location. The simple way to avoid this is to always use a copy/paste action instead of a cut/paste action.

### Duplex Print Image Naming Conventions

Use the conventions in this section to properly name your images. The image file name specifies the print order. You must have the duplex block listed exactly as specified in this section. The other portions of the file name are left to your discretion.

**File Naming Schema: ?\_KIDX\_PX\_POX\_OIDX.ABC** where:

- ◆ KIDX\_PX\_POX\_OIDX is the duplex block of the file name
- ◆ X are the values you assign within the duplex block
- ◆ ? is the unspecified portion of the file name
- ◆ ABC is the image file extension

**Example File Name: Print\_KID1000\_P1\_PO10\_OID1.png**

For the duplex block, only numeric values (whole numbers) 0 through 9 are accepted as X. The duplex block must be sequential. The block also must be the last segment before the beginning of the file extension.

As a duplex job is processed, each image file within the print session has a .dp extension added to the end of the file name. (For example, the file name used above is changed to **Print\_KID1000\_P1\_PO10\_OID1.png.dp** once that file is processed.) The .dp extension (duplex print) stops the software from processing the same file again as the other files within the print session are processed. Once all images are loaded into the print size folder based on the "page of" value, the job is put into a ready state. The job is then printed in the order specified by the "page number" value of the duplex block when a

duplex printer with the correct media size is available. When the job completes, the images are archived if that option is enabled. The .dp extension is then removed from the files as they are moved into the archive directory.

The following explains each section of the duplex block:

- ◆ **?** – Unspecified portion of the file name. Can have any text that does not include the strings **\_KID**, **\_P**, **\_PO**, or **\_OID**.
- ◆ **\_KIDX** – X is the kiosk ID. X Must be a numeric value. Legal characters are whole numbers 0 through 9.
- ◆ **\_PX** – X is the page number. Must be a numeric value. Signifies the page number order of the files. All odd numbers are printed on the “front” of the duplex sheet while all even numbers are printed on the “back” of the duplex sheet.
- ◆ **\_POX** – X is the “page of” definition. This is a numeric value that shows the total number of pages in the current print session.
- ◆ **\_OIDX** – X is the Order ID. Must be a numeric number and must be unique for each print session.

# Troubleshooting Hot Folder Print

## Troubleshooting the Installation

- ❖ If you used Hot Folder Print on your system before, uninstall any previous versions of the software.

## Troubleshooting Borders

- ❖ **Check to make sure that the border is installed in the correct print size folder.** Open **Admin** and browse to the Borders tab. Select the print size from the drop-down menu. If the border does not show in the list, install the border using "Importing New Borders" on page 28.
- ❖ **Check to make sure that the border is enabled in the Admin controls/Border tab.** Open **Admin** and browse to the Borders tab. Find the border in the list, and check to see if there is a checkmark next to the enabled indicator. If there is no checkmark, select the box next to **Enabled**. Click the **Save**  button to save your changes.
- ❖ **Border image space is incorrect.** Make sure the border image space is properly defined. See "Editing Existing Borders" on page 29 for more information.
- ❖ **Border will not import into HFP.** Borders must be saved in the correct format and have both horizontal and vertical borders provided to work. Using the border import feature can solve this issue. See "About New Borders" on page 28. for more information.
- ❖ **Verify your border settings.** Check to make sure that the border has a horizontal and vertical version, and is saved in the correct format. Borders should be in PNG format with a transparent background and an opening where the image space appears. For more information, see "About New Borders" on page 28.

## Troubleshooting Image Printing

- ❖ **Image will not print.** Make sure your printer is connected, powered ON, and in a ready state. If there are any error lights on the front of your printer see your printer documentation for more information.
- ❖ From the HFP main dashboard check the following:
  - ◆ **Check that the printer is communicating with the computer.** Check if the printer appears in the dashboard. If not, trace the cables to both ends to see if they are plugged in properly.
  - ◆ **Check that your printer model and media size are recognized.** Verify on the dashboard that your printer model and expected media size are displayed. If not, close HFP and restart the application. If you change the printer media size or switch between printer models during a session, this can cause printing issues. HFP only scans for new printers and media sizes at the beginning of a session. If you have done either of these things, restart the HFP application.
  - ◆ **Check for any reported errors.** If the printer is in an error state, please follow the troubleshooting guide in the printer's manual to bring the printer back to a ready state.
  - ◆ **Check that you are using the correct print size folder.** (Drag and drop mode only.) Make sure that you are copying your images to the correct print size folder. The image import method will show you what print sizes are currently available.

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