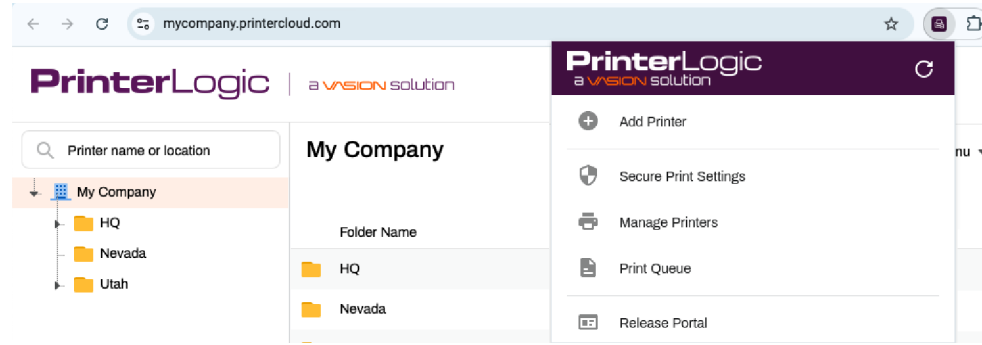



## Chrome OS Client

The Vasion Print Chrome OS Client extension is a component required by your Chrome OS workstation to communicate with the print management system. Unlike the Client in other operating systems, you access the functionality using the Chrome browser extension.



## Client Options Overview

- Add Printer — opens the Self-service Portal web page so you can add a printer. For more details, see ["Add Printer" below](#).
- Secure Print Settings — shows you the installed printers that are enabled for secure printing. For more details, see ["Secure Print Settings" on the next page](#).
- Manage Printers — shows the list of printers installed on your Chromebook with the printer name, URL or IP address, and status. For more details, see ["Manage Printers" on page 3](#).
- Print Queue— shows your active print jobs with the printer name, date and time the print job started, and status. For more details, see ["Print Queue" on page 4](#).
- Release Portal — opens the Release Portal web page. For more details, see ["Release Portal" on page 4](#)
- Refresh Configurations — use the Refresh icon  to trigger manual Client check-in so you can access the latest changes and updates.

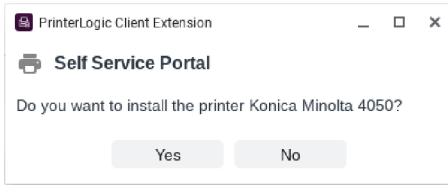
## Option Details

### Add Printer

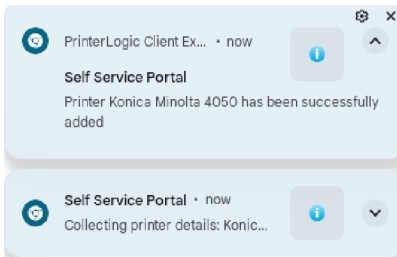
The Add Printer option opens the Self-service Portal, a browser-based tool where you can easily install printers on your computer. For complete details about the Self-service Portal, see the documentation about the Self-service Portal. The following steps walk you through adding a new printer.

1. On the *Self-service Portal*, select the folder for your location.
2. There are two options for installing printers:
  - a. Hover over the printer icon on the map and select **Install Printer**.
  - b. Select the printer from the list.

- On the *Confirm Installation* modal, select **Yes**.



- It may take 10 seconds or more while it installs the printer and driver. Chrome notifications show when the printer is successfully installed.



## Secure Print Settings

The *Secure Print Settings* modal displays installed printers and shows whether Secure Release Print is enabled. If your administrator has enabled you to override, you can adjust the secure print settings for your installed printers. To adjust settings, use the drop-down in the **Secure Print Enabled** column to select the desired option. If you can access the *Secure Print Settings* modal but cannot make adjustments, your administrator hasn't enabled the override option.

### Default (No) / No

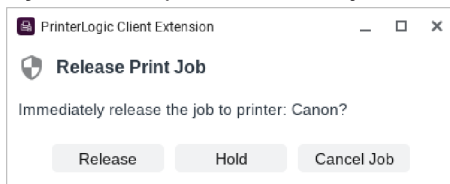
Secure Release Print is not enabled for this printer. Print jobs sent to this printer print immediately.

### Default (Yes) / Yes

Secure Release Print is enabled. Print jobs sent to this printer hold the job for later release.

### Default (Prompt) / Prompt

Secure Release Print is enabled. When you send a print job to this printer you receive a prompt asking if you want to print or hold the job for later release.



| Secure Print Settings |                      |
|-----------------------|----------------------|
| Secure Printers List  |                      |
| Name                  | Secure Print Enabled |
| Canon                 | Default (Prompt)     |
| Canon iR 525iF        | Default (Yes)        |
| Konica Minolta 4050   | Default (No)         |
| Lexmark MX410de       | Default (Prompt)     |

## Manage Printers

View a list of the printers that are available to you. This list contains both printers that you have installed from the Self-service Portal and printers deployed by your system administrator. Here is an overview of status messages you may see.

### Ready

The printer was added, contacted, found printer attributes, and it is ready to print. You can only print if a printer is in a **Ready** state.

### Added

The Client extension received the printer details from Vasion Print and is ready to start searching for that printer.

### Searching

The Client extension is trying to contact the printer.

### Busy


The printer is busy (probably printing another job). You can still send print jobs to a printer in a busy status. When available, the printer will queue the print job and eventually print it.

### Offline

At some point the printer was in a **Ready** status but is not responding. The Client extension will keep trying every 20 seconds.

### Not Found

When the printer was added, the Client extension did a search for the printer but got no response. This could be that the printer was offline when the search was done, the Printing Protocol (IPP) is not enabled on the printer, or is not supported.


Select the **Search** icon  to trigger the Client to query the printer.

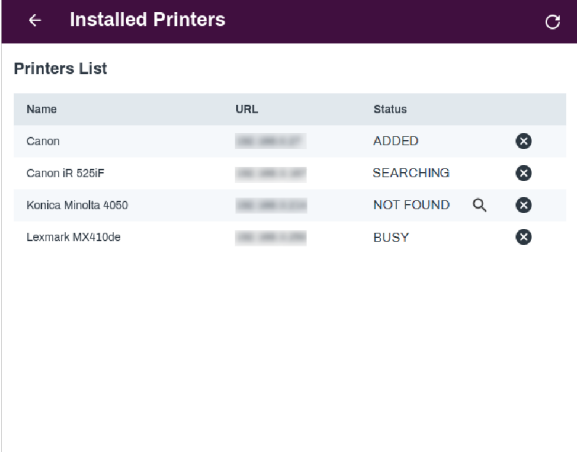
### Warning






The printer is running low on supplies like paper or ink.

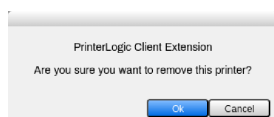
### Error

The printer requires attention. Possible causes could be a paper jam or incorrect paper size.

If configured by your administrator, you may be able to uninstall a printer. Select the **Remove** button  and select **Ok** on the confirmation modal to uninstall an installed printer from your Chromebook.



| Name                | URL        | Status    |   |
|---------------------|------------|-----------|---|
| Canon               | ██████████ | ADDED     |    |
| Canon IR 525iF      | ██████████ | SEARCHING |    |
| Konica Minolta 4050 | ██████████ | NOT FOUND |   |
| Lexmark MX410de     | ██████████ | BUSY      |    |



## Print Queue

The Print Queue option shows your print jobs actively printing or on hold. The columns display the name of the printed item, the printer name, when the print job was created, and the print job status. Here's an overview of the print queue status.

### Queued

The print job is being converted to a format the printer understands, and is being sent to the printer.

### Queued by printer

The printer has received the print job and it's processing.

### Held waiting for release (Pull Print)

The print job is held for secure release. A secure print job stays in this state until it is released at the printer.

### Printing

The print job is actively printing at the selected printer.

If the **Printing** status displays longer than normal, there may be a problem at the printer, such as being out of paper, missing paper tray, or etc.

The screenshot shows a mobile application interface titled "Print Queue". It features a "Print Jobs List" table with the following data:

| Title        | Printer | Created                | Status                   |
|--------------|---------|------------------------|--------------------------|
| PrinterLogic | Canon   | 12/5/2024, 8:44:17 AM  | Held waiting for Release |
| PrinterLogic | Canon   | 12/5/2024, 12:23:46 PM | Held waiting for Release |

## Release Portal

The Release Portal is web interface where you can see any held print jobs. When using features like Email Printing, Pull Print, and / or Direct Secure Release, held jobs remain in queue until you authenticate and release them to the printer. The Release Portal is only available if your administrator implemented any of these features. For more details, see the documentation about the Release Portal.

### Print Job Release Portal



#### Pull Printer

| Title   | Pages | Status | Job Type          | Submitted              | Size     |
|---|-------|--------|-------------------|------------------------|----------|
| <input type="checkbox"/> Untitled%20document.pdf(1).pdf                         | 1     | Held   | Pull: Workstation | 2024-11-21 05:11:01 PM | 43 KB    |
| <input type="checkbox"/> Output%20Automation%20Discovery%20Questions.pdf.pdf    | 2     | Held   | Pull: Workstation | 2024-11-21 05:11:43 PM | 416.4 KB |
| <input type="checkbox"/> ONP-Secure%20Release%20-%20Document%20Feedback.pdf.pdf | 7     | Held   | Pull: Workstation | 2024-11-21 05:12:26 PM | 211.1 KB |

#### Canon Image Class MF642cdw

| Title                                 | Pages | Status | Job Type            | Submitted              | Size  |
|---------------------------------------|-------|--------|---------------------|------------------------|-------|
| <input type="checkbox"/> PrinterLogic | 1     | Held   | Secure: Workstation | 2024-11-21 06:05:05 PM | 42 KB |

## Refresh Configurations

The Refresh icon re-establishes the connection with the printers that are installed, and gets the most up to date status of the print environment.