Dell™ Proximity Printing Solution

End User's Guide

Notes

📝 **NOTE:** A NOTE indicates important information that helps you make better use of your computer.

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Dell Proximity Printing Solution

Introduction

The Dell™ Proximity Printing Solution (DPPS) allows you to easily select a local printer when using a portable computer in an enterprise environment that has several printers on the network.

Downloading and Installing DPPS Client

You can download DPPS client from the Dell support website. Alternatively, your IT team may provide you the DPPS client installer.

Downloading DPPS Client

1 Go to **support.dell.com.**

2 Click **Start Here** under any of the options.

3 Click the icon below **Drivers and Downloads**.

4 Click **Select Model**.

5 Click **Printers**.

6 Click **Imaging Solutions**.

7 Click **Dell Proximity Printing Solution (DPPS)** and then click **Confirm**.

8 Find the appropriate entry and click **Download**.

9 Follow the the on-screen instructions to download and save the MSI file to your computer.

Installing DPPS Client

1 Open the MSI file that you downloaded from the Dell Support website, or were provided by your IT team.
The **Dell Proximity Printing Solution - Install Shield Wizard** appears.

2 Click **Next**. The message **Ready to Install the Program** appears.

3 Click **Install**. The message **Install Shield Wizard Completed** appears.

4 Click **Finish**.

DPPS Client Interface

The DPPS client interface allows you to configure your printing preferences, such as specifying the DPPS server address, selecting home printer, managing print jobs, etc.

Connecting to the Server

You must set the server address when you launch DPPS client for the first time.

In the **Change Server Name** window, enter the DPPS server name and click **OK**.
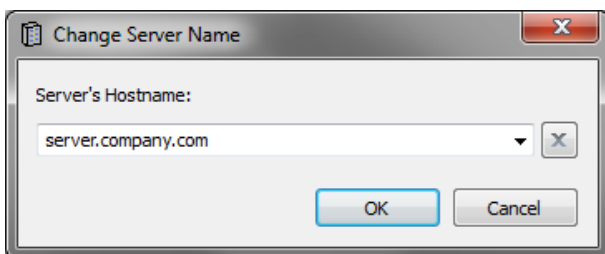
NOTE: For more information on the server address, contact your IT support team.

After you set the DPPS server address, the DPPS client automatically connects to the DPPS server and downloads the necessary maps and information to your computer. Once the information is downloaded, the client prompts you to select your home printer.

Updating DPPS Client

The DPPS client checks the server for available updates everytime the application starts. If an update is available, you are prompted to update to the latest version.

Selecting Home Printer

After you specify a valid DPPS server address, the **Choose Home Printer** window appears showing the resource map where you can choose your home printer.
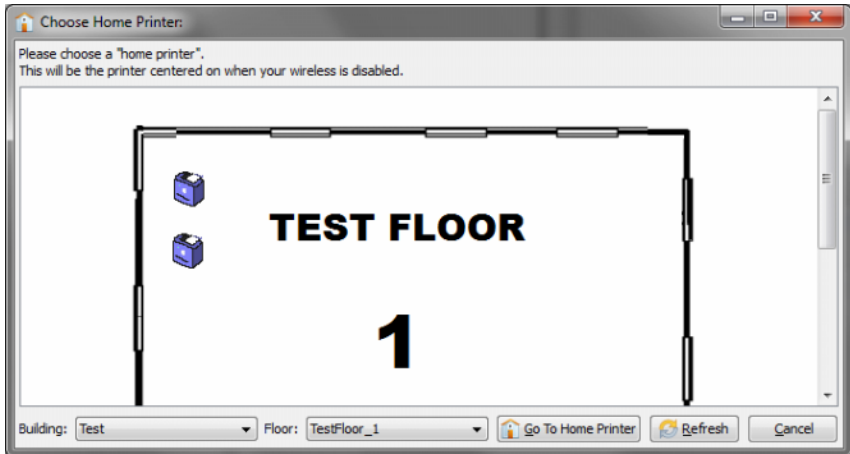
NOTE: The home printer will be automatically centered on by the DPPS client if your computer is *not* connected to a wireless network, or if your computer is out of range of any of the printers added to the DPPS server, but still able to reach the DPPS server.

To set the home printer on the **Choose Home Printer** window:

1 Select your building in the **Building** dropdown.

2 Select your floor in the **Floor** dropdown. The floor map appears.

3 On the map, double-click the printer that you want to set as your home printer.

Menu Options

The following commands are available on the main menu and the main toolbar of the DPPS client.

Menu Options

| Item	Details	Shortcut Key
File		
Move Job	Moves the currently selected job to a different printer.	Ctrl+M
Cancel Job	Cancels the current print job.	Ctrl+Del
Shutdown	Closes the DPPS client.	Ctrl+Q
Tools		
Set Server	Allows the user to change the address of the DPPS server.	Ctrl+S
Use Login Credentials	Checking this option allows DPPS to utilize your Microsoft® Windows® (or other Kerberos) login credentials to authenticate the server. If left unchecked, you are prompted for login credentials.	
Re-Authenticate	If the option to use login credentials is not enabled and you have already logged in to DPPS server with a different credential, clicking this option clears the existing credentials so you can re-login or log in with different credentials.	
Set Home Printer	Lets you set your home printer for printing without a wireless connection.	Ctrl+Home
Show Me The Map	Shows just a map, not tied to a print job. You can use this option for anchoring your position in unfamiliar buildings.	
Printer Selection Options	Open the auto-print selection dialog.	
Pop-ups Stay on Top	The dialogs displayed by DPPS client are displayed over other windows.	Ctrl+P
Hide Tray Icon When Idle	Unless DPPS client needs attention, the system tray icon remains hidden.	Ctrl+H
Customize Buttons	This allows you to change the size of the icons and set whether or not to display the text for the buttons.	

Menu Options *(continued)*

Item	Details	Shortcut Key
Help		
Help	Opens the help documentation.	F1
Request for Assistance	Send an E-Mail to the support team.	
Check for Updates	Checks for DPPS client updates.	
About Dell Proximity Print	Opens the about dialog showing information about DPPS client.	

Sending Print Jobs

During the installation process, the DPPS installer adds a new printer named **Dell Proximity Printer** to your computer and sets this printer as the default printer.

1   Open the document you want to print and start the print job using **Dell Proximity Printer** as the printer.

2   If the DPPS client is running, a window with the resource map appears. If the DPPS client is not running, the DPPS client starts in the background, processes the job, and then displays the resource map.

3   DPPS client highlights the most recommended printers on the map based on your location. Lighter shades indicate higher recommendations.

4   On the map, double-click the printer to which you want to print and the DPPS server pushes the print job to your selected printer. Alternatively, you can choose to print to a specific printer by right-clicking on the printer and clicking the appropriate option from the context menu.
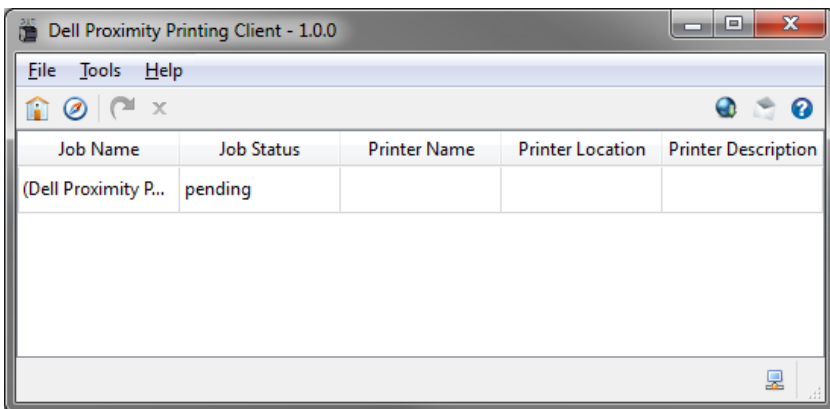
NOTE: You can point the cursor to a printer icon or right-click the printer icon to see its name.
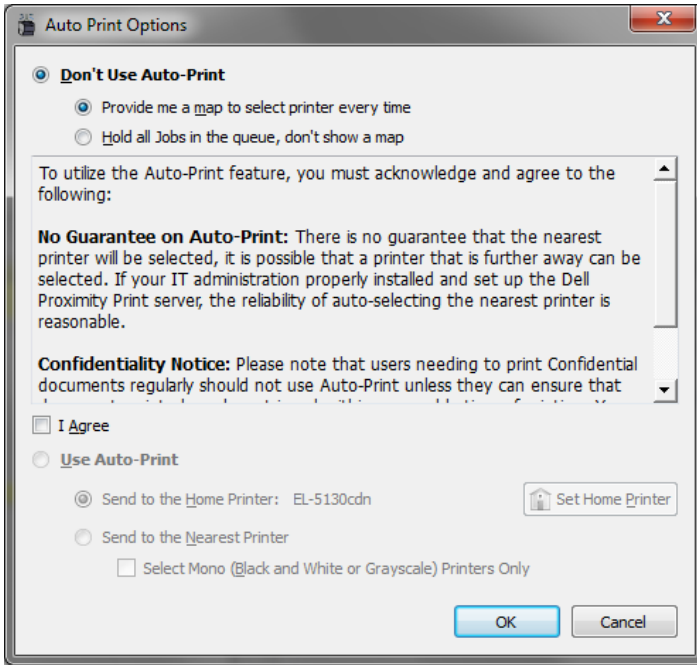
Managing Active Print Jobs

To view the active print jobs, double-click the system tray DPPS icon to display the job list window. This window allows you to cancel a job or move a job to another printer available on the map.
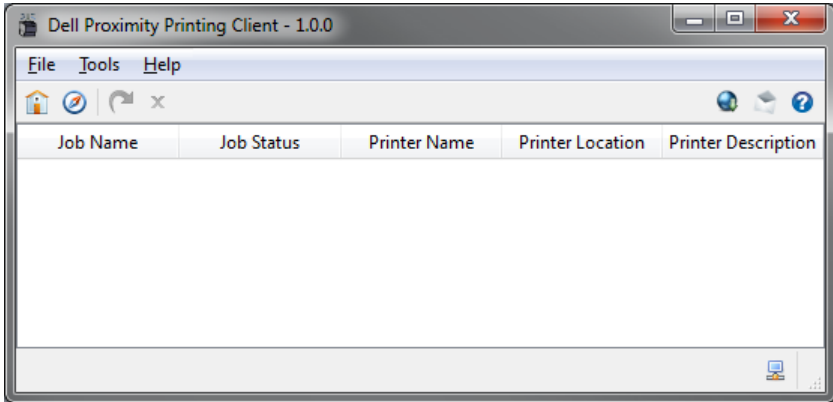
Auto-Print Options

The auto-print options allow you to configure the way print jobs are processed by the DPPS client. To access the auto-print options, click **Tools →Printer Selection Options**

Auto-Print Options

Option	Description
Provide me a map every time	Shows the map every time a print job is received. This is the default option.
Hold All Jobs in the Queue	Does not show the map and holds the job till you manually move it to a printer.
Always Send Jobs to the Home Printer	Sends all jobs to the home printer.
Send to the Nearest Printer Every Time	Does not show the map and automatically sends the print job to the most recommended printer based on the user's location. **NOTE:** Future release of DPPS client will allow you to send the print job to specific type of printers, such as monochrome or color printers.