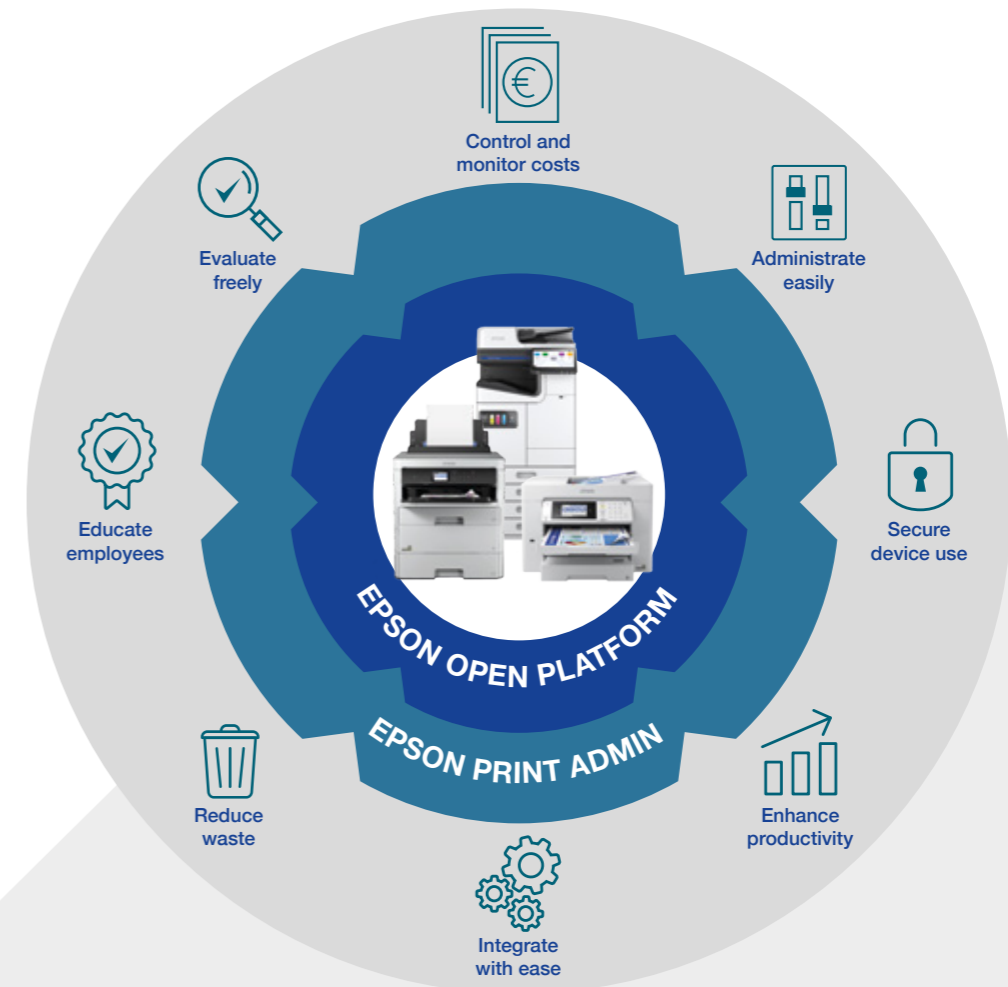Epson Print Admin

Control, security and efficiency

Epson Print Admin (EPA) is a server-based solution that creates a secure printing, scanning and copying environment through user-authentication with card readers, logins/passwords and PIN codes.

It also offers additional features such as 'scan and send to me' (email and folder), employee-education notifications and enhanced administrative tools that provide welcome boosts to productivity, environmental goals and efficiency.

The Advanced Workflows functions enable administrators to easily create scan profiles with document capture, processing and delivery to pre-defined destinations, including Cloud storage services. The automated capture enables the creation of Searchable PDF, PDF/A in 29 languages, job separation with barcodes, folder and documents naming with Zonal OCR, barcodes, skip blank pages, and much more.

Control and monitor costs

Administrate easily

Secure device use

Enhance productivity

Integrate with ease

Reduce waste

Educate employees

Evaluate freely

EPSON OPEN PLATFORM

EPSON PRINT ADMIN

Enhance productivity

Save time by personalising user interfaces to employee profiles. The 'scan and send to me' feature sends scanned documents to authenticated users at the touch of a button. Storing scans to pre-defined folders avoids misrouting and enhances user experience.

Administrate easily

EPA offers advanced print, copy, and scan functionality through one web interface. Simple to access and use, this helps you optimise your fleet quickly.

Integrate with ease

You can integrate EPA seamlessly into your IT infrastructure with the local user database or Directory Services such as Active Directory, Open LDAP, Microsoft Entra ID, Microsoft Entra DS, Google Cloud Directory, Google Secure LDAP.

Secure device use

EPA's user authentication protects you from unauthorised access — for secure printing, scanning, and copying.

Seamlessly capture documents to Cloud services

Scan documents directly to OneDrive for Business, SharePoint Online, Microsoft Teams and Google Drive.

Driverless Print from Cloud Services

Access to your SharePoint Online, OneDrive for Business and Microsoft Teams documents directly from the panel of your MFP and print them.

Reduce waste

With EPA, documents are only printed once the user releases the job at a compatible device. This eliminates the risk of private information being left at a printer, whilst reducing wasted paper, resources and time from unclaimed print.

Educate employees

Set up notifications to educate users about responsible printing to tackle unnecessary full colour printing at the point of print job creation.

Control and monitor costs

With built-in cost-saving rules EPA puts you in control. Access reports from any web browser, or schedule them to be automatically generated and emailed to you. Use the 'out of the box' report offered by EPA or create reports with custom data. For when there are more demanding needs benefit from the advanced quotas, credit and billing codes features.

EPA supported languages

English, French, Italian, German, Spanish, Portuguese, Dutch, Russian, Ukrainian, Czech, Polish, Hungarian, Danish, Finnish, Greek, Norwegian, Romanian, Slovak, Swedish, Turkish, Japanese, Traditional-Chinese, Simple Chinese and Korean.

EPA device compatibility

Epson Print Admin works in conjunction with Epson Open Platform – software which allows you to adapt our business inkjets and multifunction devices to suit your needs. Contact your local sales representative for detailed compatibility information or please visit **www.epson.eu/epa**

Advanced Workflows and Cloud Print are not compatible with Large Format Printers.

Business imaging solutions

Discover the complete range of solutions from Epson and our partners and how they work together meet the needs of SMBs and large enterprises, as well as vertical markets.

Please visit **www.epson.eu/bis**

EPSON®

System Requirements

Server	
Operating Systems	Microsoft Windows Server 2012 (Essentials / Standard / Datacenter) Microsoft Windows Server 2012 R2 (Essentials / Standard / Datacenter) Microsoft Windows Server 2016 (Essentials / Standard / Datacenter) Microsoft Windows Server 2019 (Essentials / Standard / Datacenter) Microsoft Windows Server 2022 (Essentials / Standard / Datacenter) Windows 10 (Pro / Enterprise / Education)[*1] Windows 11 (Pro / Enterprise / Education)[*1]
Virtual environment	Hyper-V Ver.2.0, 3.0, 4.0, 5.0, 7.0 VMWare vSphere Ver.4.1, 5.5, 6.0, 7.0
Recommended Database	Microsoft SQL Server 2014 Express provided with EPA x86 installer Microsoft SQL Server 2017 Express provided with EPA x64 installer
Database compatibility	Microsoft SQL Server 2012/2014/2016/2017/2019/2022
Server requirements	CPU: 2Ghz (x86/x64) or faster, 2 Core or more / With EPA Advanced Workflow: CPU 2Ghz (x64) or more, 4 Core or more. RAM: 2GB (Recommendation 4 GB or more) / With EPA Advanced Workflow: RAM 4 GB (Recommendation 8 GB or more) Hard Disk minimum free space: 50GB or more
Driver and client notifier	Microsoft Windows Server 2008 SP2 or later (Standard / Enterprise / Datacenter) Microsoft Windows Server 2008R2 SP1 or later (Standard / Enterprise / Datacenter) Microsoft Windows Server 2012 (Essentials / Standard / Datacenter) Microsoft Windows Server 2012R2 (Essentials / Standard / Datacenter) Microsoft Windows Server 2016 (Essentials / Standard / Datacenter) Microsoft Windows Server 2019 (Essentials / Standard / Datacenter) Microsoft Windows Server 2022 (Essentials / Standard / Datacenter) Windows 7 SP1 or later (Professional / Enterprise) Windows 8.1 / 10 / 11 (Professional / Enterprise / Education) Mac OS X 10.8.5 or later Chrome OS 110 or later[*2]
Software	.Net Framework 4.6.2 or later
Administration	
Web system supported languages	English, French, Italian, German, Spanish, Portuguese, Dutch, Russian, Ukrainian, Czech, Polish, Hungarian, Danish, Finnish, Greek, Norwegian, Romanian, Slovak, Swedish, Turkish, Japanese, Traditional-Chinese, Simple Chinese, Korean
User management	Local database, Active Directory, Open LDAP, Microsoft Entra ID, Microsoft Entra DS, Google Workspace, Google Secure LDAP
Support import /export user data via CSV	Yes
Active Directory support:	Windows Server 2008 Windows Server 2008 R2 Windows Server 2012 Windows Server 2012 R2 Windows Server 2016 Windows Server 2019 Windows Server 2022
Directory services synchronisation	Yes, Users and Groups
Password policy	Yes (local users only)
Account Lockout	Yes
SMTP server	
Authentication	No authentication, SMTP Authentication (CRAM-MD5, PLAIN, LOGIN Authentication), POP before SMTP
Encryption	No encryption, StartTLS, SMTP over TLS
Web Server	
IIS (Microsoft Internet Information Services)	8.0, 8.5, 10.0
Maintenance	
System	Administrator log, system log, System Backup, Debug log

*1 Not compatible with the optional Advanced Workflows
*2 Driver only

Features

Main features	Cost Control, Security, Pull printing, Productivity increase with personalised user interface and functions, Scan to Cloud services, Rules and Policies, Reporting
Authentication method	ID card, Login/password, Pin code
User self-registration of ID card	Yes
Direct print	Yes
Secured pull printing	Yes
Automatic job release at login	Yes
Adjustable automatic deletion of unreleased jobs	From 1 hour to 720 hours
Enable / Disable functions per user and group	Yes
Personalised features support	Yes
Customizable device panel Design	Yes
User web interface functions	User information, Pending jobs list, History, Driver/client download
Rules and Policies	
Applicable modes	Force conversion, Educate users
Per job type	Yes
Per user/group	Yes
Quota support	Yes
Cost settings list per device	Simple, Standard, Advanced
Cost per device/per group of users	Yes
Personalisation of user alert at pre-defined quota threshold	Yes
Standard Scan to Functions	
Direct Scan functions	Scan & Send to me, Scan to FTP, Scan to Network folder
Scan file format supported	PDF, PDF/A, JPEG, TIFF, multi-TIFF, password protected PDF
Scan destination	Network Folder (SMB), FTP(S), WebDav (HTTP(S)), email
Optional Advanced Workflows	
Scan to Cloud services	SharePoint Online, OneDrive for Business, Microsoft Teams and Google Drive
Print from Cloud services	SharePoint Online, OneDrive for Business, Microsoft Teams [*3]
Searchable PDF supported languages	English, French, Italian, German, Spanish, Portuguese, Dutch, Czech, Polish, Hungarian, Danish, Finnish, Greek, Norwegian, Romanian, Slovak, Swedish, Turkish, Arabic, Hebrew, Japanese, Traditional-Chinese, Simple-Chinese, Korean, Russian, Ukrainian, Vietnamese, Thai, Korean
Scan file format	PDF, PDF/A, Searchable PDF, Searchable PDF/A, Compact PDF, Compact PDF/A, BMP, PNG, JPEG, TIFF, multi-TIFF, password protected PDF
Skip blank page support	Yes
Automatic job separation by	Fixed number of pages, File size, Blank page, Patch code, Barcode, OCR
Automatic file name settings	User ID, Username, Group, Device name, Barcode, OCR, Date / Time, Page counter, Free text
Automatic folder creation and naming settings	Scan Preset name, User ID, Username, Group, Device Name, Barcode, OCR, Date / Time, Page Counter, Free text
Scan destination	Network Folder (SMB), FTP(S), WebDav (HTTP(S)), email, Microsoft SharePoint Server, OneDrive for Business, SharePoint Online, Microsoft Teams and Google Drive
Barcodes support	UPC_EAN_JAN, ITF, CODE39, CODABAR, CODE128, QR, PDF417, DataMatrix
Index file format	CSV, XML, TXT
Indexing file name	Scan Preset Name, Scanned Image file name, User ID, Username, Group name, Device name, Server name, Date / Time, Page counter, Free text
Indexing file content	User ID, Username, Group name, Device name, Scan Preset name, Scan start/end time, Image information (Width, Height, Resolution, Number of bits of image), Page Number, Total number of page when scanning, Page number / Total number of pages in the document), Barcode, Barcode type, OCR, Job Separation information, Destination Type
Reports	
Users/Groups	Cost, Number of pages, Number of pages by paper size, Rule-based printing
Devices	Number of pages, Number of pages by paper size
Billing	Cost, Cost by group
System	Cost ranking report, Environment report, History report
Create customizable report	Yes
Scheduled report to email	Yes
Scheduled report to folder (SMB)	Yes
Report file format	HMTL, CSV
User protection setting	Hide file name
Licenses	
EPA Standard functions	Free for up to 2 devices with no time limits. Perpetual paid licenses available for additional devices.
Optional Advanced Workflows	Trial mode for 90 days for up to 2 devices. Perpetual paid licenses available per device.

*3 File format supported: PDF, DOCX, XLSX, PPTX

EPSON®