Kofax TotalAgility
MFP Emulator Administrator's Guide

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KOFAX

Table of Contents

Preface

This guide describes how to set up and use the Kofax TotalAgility MFP Emulator.

> 🛑 If you are upgrading Kofax TotalAgility, you must upgrade the emulator to implement the latest security features.

Training

Kofax offers both classroom and computer-based training to help you make the most of your Kofax TotalAgility solution. Visit the Kofax website at www.kofax.com for details about the available training options and schedules.

Related documentation

The product documentation set for Kofax TotalAgility is available at the following location.

https://docshield.kofax.com/Portal/Products/KTA/7.11.0-h49vd5omev/KTA.htm

In addition to this guide, Kofax TotalAgility includes the following documentation:

Kofax TotalAgility Installation Guide

The *Kofax TotalAgility Installation Guide* provides installation instructions and other information that helps you successfully set up Kofax TotalAgility.

Release Notes

Release notes provides late-breaking product information that may not be included in other Kofax TotalAgility documentation. The release notes are available for viewing or downloading from the Kofax website.

Getting help with Kofax products

The Kofax Knowledge Base repository contains articles that are updated on a regular basis to keep you informed about Kofax products. We encourage you to use the Knowledge Base to obtain answers to your product questions.

To access the Kofax Knowledge Base:

1. Go to the Kofax website home page and select **Support**.

2. When the Support page appears, select **Customer Support** > **Knowledge Base**.

> ℹ The Kofax Knowledge Base is optimized for use with Google Chrome, Mozilla Firefox or Microsoft Edge.

The Kofax Knowledge Base provides:

- Powerful search capabilities to help you quickly locate the information you need.

  Type your search terms or phrase into the **Search** box, and then click the search icon.

- Product information, configuration details and documentation, including release news.

  Scroll through the Kofax Knowledge Base home page to locate a product family. Then click a product family name to view a list of related articles. Please note that some product families require a valid Kofax Portal login to view related articles.

From the Knowledge Base home page, you can:

- Access the Kofax Community (for all customers).

  Click the **Community** link at the top of the page.

- Access the Kofax Customer Portal (for eligible customers).

  Click the **Support** link at the top of the page. When the Customer & Partner Portals Overview appears, click **Log in to the Customer Portal**.

- Access the Kofax Partner Portal (for eligible partners).

  Click the **Support** link at the top of the page. When the Customer & Partner Portals Overview appears, click **Log in to the Partner Portal**.

- Access Kofax support commitments, lifecycle policies, electronic fulfillment details, and self-service tools.

  Go to the **General Support** section, click **Support Details**, and then select the appropriate tab.

Chapter 1

Features

The MFP Emulator can be used to demonstrate Kofax TotalAgility MFP clients without requiring a physical device to be present, or using specific vendor MFP emulators.

The emulator is a Windows-based application that connects with Kofax TotalAgility and emulates the front panel of an MFP. It was developed as a custom client using the Kofax TotalAgility Web Services Connector SDK. You select images to "scan" and process them as if they were scanned at an MFP. The emulator is provided for demonstration and testing purposes only and is not intended for production use.

The MFP emulator has the following features.

- Management through Devices in the Kofax TotalAgility Designer

  MFPs are able to self-register with Devices and automatically activate licenses. (This feature is optional and is not available in cloud configurations.) You can also manually activate, deactivate, or remove MFPs whenever needed. In Devices, you can open the Web page for the MFP if Kofax TotalAgility can communicate over the network with the MFP.

- Log on

  This feature enables you to log on to the device. Logging on may provide additional options. To log off, press Log off.

  You can use the split login feature so that users do not have to provide a password to access the device or use their shortcuts.

- Shortcuts

  This feature facilitates the sending of documents. In Kofax TotalAgility Designer, use Device Create New Job to create forms that appear as shortcut buttons on the MFP front panel.

- Scan history

  At the MFP, you can press the Scan History button on the main menu to view the scan history. If you are logged on, the history shows transactions you sent to Kofax TotalAgility from any connected device. If you are not logged on, the history shows transactions sent from all anonymous users on the device, as well as any transactions that are waiting to be sent to the server from the device.

  > ℹ Some MFP models do not include a Scan History button.

Status	Description
Pending	Submitted but not uploaded to server yet. or Ready to start scanning.
Completed	Successfully sent to destination.

Status	Description
Deleted	User deleted transaction from the inbox, or the administrator removed it during transaction review.

- Language support

  At the MFP front panel, you can specify the language. If the language specified is not supported by Kofax TotalAgility, English is used by default.

- Form fields

  You can enter values for form fields at the MFP. When you define forms in Devices, you can enter default values into fields for these shortcuts. The data is also validated for an appropriate type and length. You can also customize the validation and field lookup options.

- Display confirmation messages

  You can enable confirmation messages to be sent from Kofax TotalAgility to this MFP so that users can see status information about their transactions. Messages appear on the MFP front panel when each scanned transaction reaches the server, or if a problem occurs. See the Devices Help for instructions on setting up confirmation messages.

- Customized validation and lookup options

  You can customize validation and a variety of field lookup options for forms in the Kofax TotalAgility Designer. For more information, see Kofax TotalAgility Help.

- Device logging

  Log messages from the device are stored in the Kofax TotalAgility database. Download the log from Devices by going to the General tab for the device and clicking Download Log.

- Help

  Help is available at the MFP touch screen. Users can press the question mark or Help button on the touch screen to view information about the screen.

System requirements

The primary source of information about supported devices and other Kofax TotalAgility requirements is the Technical Specifications document. The document is updated regularly, and we recommend that you review it carefully to ensure success with your Kofax Front Office Server product.

The MFP Emulator can be run on any computer that has Microsoft .NET Framework version 3.5 or greater installed.

Image DPI conversion

The emulator will not change the dpi value of the imported images, regardless of any scan settings associated with a destination or a shortcut.

Configuring the emulator

1. Go to the folder when you downloaded and extracted the MFP Emulator software.
2. Run MFP Emulator.exe.

   The emulator starts. The first time it runs, it displays the **Settings** page.
3. In the Settings window, do the following:

   a. Enter the name or IP address for Kofax TotalAgility.

   b. If Kofax TotalAgility uses a virtual directory, enter the name of the directory in the **Path** field. For example, if you are using the default path for an on-premise deployment of Kofax TotalAgility, enter TotalAgility. If you are using Kofax TotalAgility in a Software as a Service environment, leave the field blank.

   c. Select the protocol for the connection from the network scanner to Kofax TotalAgility. The default protocol is HTTP.

   d. Enter the port for the connection.

   > ⓘ If you do not specify a port for HTTP, port 80 is used. For HTTPS, enter port 443.

   e. Select the language you want to use.

   f. Select the scanner settings to emulate, including color mode, resolution in dots per inch (dpi), and duplex mode.

   g. For accessibility, select the option to display text instead of animation.

   h. Click **OK**.

   The main menu appears.
4. Verify that the emulator self-registered and applied the default device profile. If it has not, correct the settings for the emulator in the Devices. See the Devices Help for instructions.

Sample images for scanning

The folder where you downloaded the MFP Emulator software contains the `SampleImages` folder, which contains images that you can "scan." The `SampleImages` folder opens when you click Scan on the emulator, but you can browse to select supported images to scan.

Using the emulator

Run the emulator from any Windows computer that has Microsoft .NET Framework version 3.5 installed.

Configuring split login

Split login enables you to configure an MFP so that a user does not need to provide a password to access the device or shortcuts. At the same time, the device authentication with the server is preserved.

When split login is enabled, the following occurs:
- When users tap Log On on the device, they are prompted for their user name but not their password.
- When users tap on a personal shortcut, they are also not prompted to enter a password, unless it is a DCNJ shortcut or a shortcut configured so that a password is required.

A password is required the first time you use an MFP when Require Authentication for Device Registration is enabled in Devices. When authentication is successful, the device is registered. If split login is enabled, users are not prompted for a password unless required for a shortcut. If the device is configured for single sign-on (SSO) with the server, a password is not required.

Follow these steps to configure split login in Kofax TotalAgility. See the help for more details.
1. Configure the process so that it uses split login.
   a. In Kofax TotalAgility Designer, open the process and select the activity you want to configure.
   b. Open the **Extended Properties** for the activity.
   c. Click **Advanced**.
   d. Set the **MFP Ready** field to **MFP Only - No Password Required**.
   e. Accept the changes and complete your changes to the process.
2. Configure the device to use split login.
   a. In Kofax TotalAgility Designer, select **System Settings** > **Devices**.
      The Devices application appears in a browser window.
   b. Select **Device Profiles**.
   c. Select the **General** tab, if it has not already been selected.
   d. In the **Logon** field, select **Allow Split Login**.
   e. Associate the devices with the profile and make any desired setting changes.
   f. Save the profile.

Changing emulator settings

To change the connection information, display language, and scanner setting options, click **Settings**. After you change the settings, click **OK**. The emulator connects to the server and updates configurations.

The emulator Scanner settings are for demonstration purposes only, and are not functional except for the Reset button.

Chapter 3

Device profiles updates

When a device profile associated with an MFP changes, the changes are reflected on the front panel of the MFP when it polls Kofax TotalAgility. This poll occurs when the Kofax TotalAgility client software button is pressed. To ensure the MFP contains the most current device profile information, do the following:

- Make changes to device profiles when there is low user activity, such as at night.
- Set the MFP inactivity timeout to a short period, such as one to three minutes, so that the next user who presses the Kofax button retrieves the latest profile.

Chapter 4

Removing the emulator

To remove the emulator, delete the folder where you downloaded and extracted the MFP Emulator files and all its contents.