

# Océ Client Tools™

Version 1.6



## Overview

Océ Client Tools software is a free collection of batch file processing and printing utilities for architects, engineers, and designers. The tools create high-quality, print-ready files from AutoCAD® DWG®, DWF®, and other file formats and make digital print job submission fast, easy, reliable, and secure.

These tools are designed to be used with the Océ Repro Desk® Server 1.6 and the Océ Plan Center digital plan room system. This *Getting Started Guide* explains when and how to use each tool, and describes the destinations to which you can submit digital print jobs.

## Getting Started

Océ Client Tools can be installed from a CD or from a Web download. The installer detects whether AutoCAD software is present and installs the appropriate tools. You can launch the primary application, Océ Publisher, from a desktop icon, from the Windows Start menu, or from the Océ Publisher toolbar button in AutoCAD. You can also initiate printing and publishing by selecting PDF or LDF files in a directory and clicking Océ Print on the right-click menu.

## Technical Support

If you need assistance, contact the individual or organization that provided you with Océ Client Tools, or visit the online support page at [www.oceplancenter.com/support.asp](http://www.oceplancenter.com/support.asp).

## Description of Océ Client Tools

Océ Client Tools consist of four utilities:

- **Océ Publisher** – This utility enables you to convert files of various types\* into a print-ready format known as LDF and preview them in a WYSIWYP (What You See Is What You Print) state. You can then submit the files to any available destination.
- **Océ LDF Driver for AutoCAD** – This printer driver enables you to convert a DWG file (2000 – 2006) into LDF and preview it in a WYSIWYP state. You can then submit the file to any available destination.
- **Océ LDF Driver for Windows** – This printer driver enables you to convert a file from within any Windows application into LDF and preview it in a WYSIWYP state. You can then submit the file to any available destination.
- **Océ Document Viewer** – This utility enables you to preview LDF files in a WYSIWYP state from within Windows Explorer. You can view thumbnail images in Explorer or preview and manipulate images in a full-screen viewer.

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\* *Supported file formats: AutoCAD DWG and DWF; HPGL and HPGL2; CALS; TIFF; CalComp; VIC; PostScript and PDF (with optional converter).*

# Using Océ Publisher

To use Publisher to prepare and submit files, follow the toolbar buttons from left to right.



**1. Add files:** Select the files you wish to print or publish and click Open. Change properties on the Paper Settings, AutoCAD Options, and Sheet Details tabs as necessary.



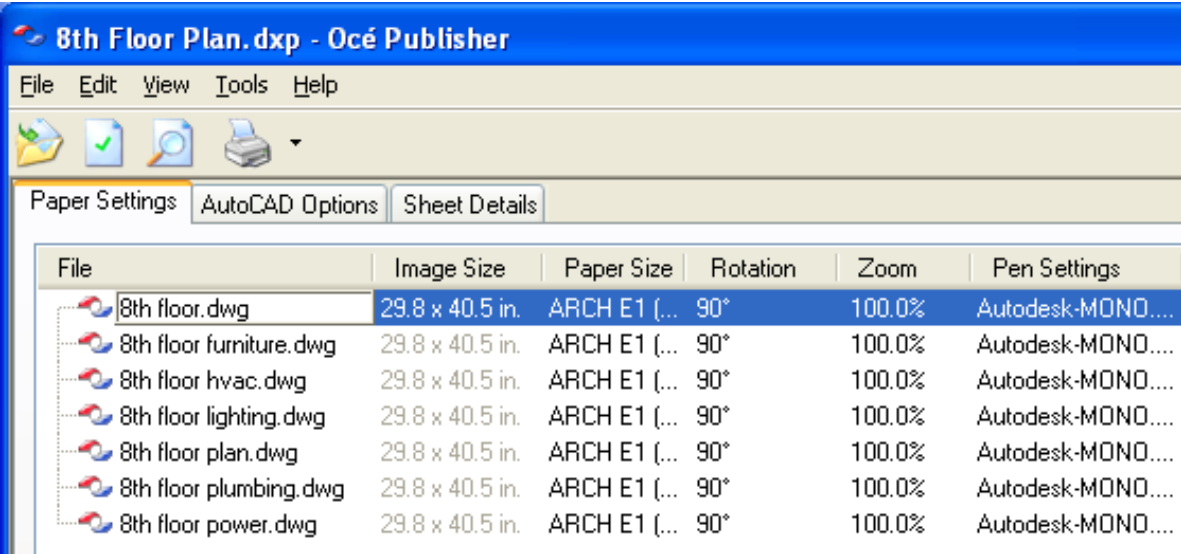
**3. Preview files:** Preview files in a WYSIWYP (What You See Is What You Print) viewer. Use the viewer toolbar buttons to Fit Window, Zoom, Move or Pan.



**2. Process files:** Process files into a print-ready format (LDF). Respond to any prompts to adjust files. Processed files display Océ LDF icons.



**4. Submit files:** Submit files to any supported destination. (See page 5 for instructions to print, publish or archive files.)



## Key

### Toolbar Buttons



Add Files



Process All



View



Océ Print All

### Properties Tabs

Paper Settings

View and edit (depending on file type) Image Size, Paper Size, Alignment, Rotation, Zoom, and Pen Settings.

AutoCAD Options

View and edit Layout, Plot By, Plot Scale, Orientation, and Units.

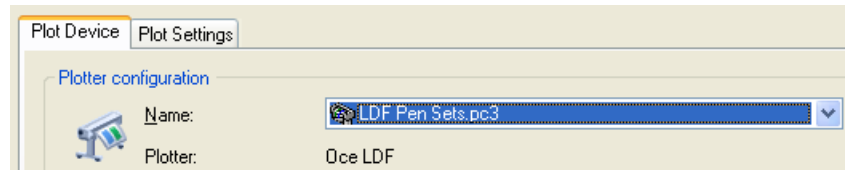
Sheet Details

View and edit Sheet Name, Description, Revision, and Author.

## Using other Océ Client Tools

### Océ LDF Driver for AutoCAD

1. In AutoCAD, on the File menu, click Plot.
2. In the Plot Device list, click the appropriate LDF driver ('LDF Pen Sets.pc3' for pen sets or 'LDF Plot Styles.pc3' for plot styles).
3. In the Plot to File box, browse to or enter the path to your preferred directory.
4. On the Plot Settings tab, choose your desired settings.
5. Click the Full Preview button to view the drawing.
6. Close the preview window, click OK, and select a destination (see next page).

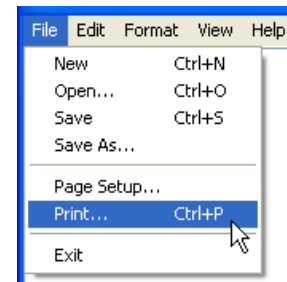


**Note:** To configure custom properties for the Océ LDF Driver for AutoCAD: After step 2 above, click the Properties button. On the Device and Document Settings tab, click Custom Properties, and under Access Custom Dialog, click the Custom Properties button. Make changes on the Plot Options tab and the Information tab.

### Océ LDF Driver for Windows

You can publish LDF documents and multi-page small-format PDF specification documents to Océ Plan Center using Océ LDF Driver for Windows.

1. In a Windows application, on the File menu, click Print.
2. In the Printer list, click Océ LDF Driver for Windows.
3. Click OK.
4. Choose a document format, log in to Océ Plan Center, and publish the documents.



### Océ Document Viewer

You can open the Océ Document Viewer by double-clicking an LDF file in Windows Explorer. Or, on the Start menu, point to Programs or All Programs, then Océ, and then Océ Repro Desk Client Tools, and click Océ Document Viewer.

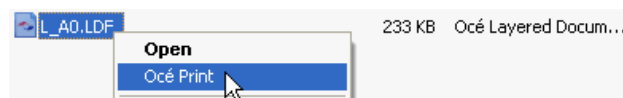
To adjust the view (image size, zoom), use toolbar buttons.

To submit the file, on the File menu, click Océ Print, and select a destination (see next page).

### Windows Explorer extensions

You can see thumbnails of LDF files by clicking Thumbnails on the View menu in Windows Explorer.

To submit an LDF or PDF files to an available destination, you can right-click the file, click Océ Print, and select a destination (see next page).



## Selecting a destination

You can use Océ Client Tools to submit files to several destinations. The availability of various destinations depends on your needs, the capabilities of the reprographer, and the version of Océ Client Tools that you are using. Supported destinations include:

- **Océ Repro Desk Server Queue** – Submit files to a local Océ Repro Desk Server 1.6. To set up Repro Desk Server to accept submissions from Client Tools, you need the Client Tools Configuration utility that comes on the Repro Desk Server CD.
- **Océ Plan Center Online Service** – Publish files to an Océ Plan Center online digital plan room. You must first have accepted an email invitation from an Océ Plan Center “Authorized Host” reprographer and completed the online registration. The online service is for viewing and managing files and for ordering prints.
- **Print to File** – Save files to a local network directory. You can then do any of the following: View the images using the Océ Document Viewer; submit the files to an available destination by right-clicking them in Microsoft Windows Explorer and clicking Océ Print; submit them to a reprographer by another mechanism, such as email, FTP, or CD.
- **Océ Shop Manager Archive** – Publish files to a local archive that is organized like a Plan Center online plan room.

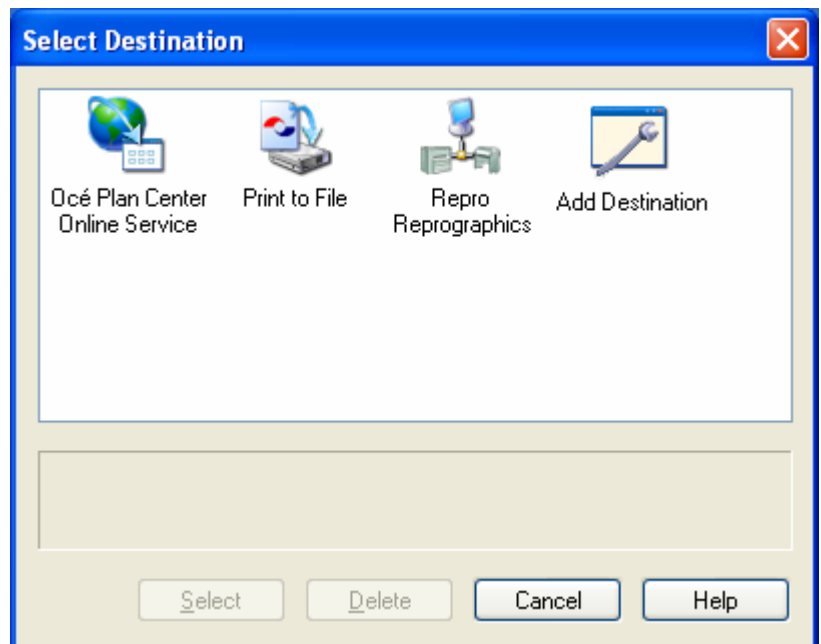
When you choose to “Océ Print” from Publisher, Document Viewer, AutoCAD, or another Windows application, the Select Destination dialog box appears.

### Default Destination

If you have selected a default destination, a checkmark appears on that destination icon. To select a default destination, right-click the appropriate icon and click Set as Default.



Once you set a default destination, the Select Destination dialog box no longer appears when you click the printer on the Océ Print All button. To open the Select Destination dialog box, click the arrow next to the Océ Print All button.



### Add Destination

You can add a new destination icon to the Select Destination dialog box by double-clicking the Add Destination icon, selecting the destination type, and configuring the new destination.

# Submitting files

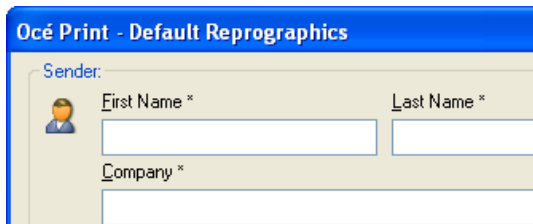
Below are instructions for submitting files to some Océ Client Tools destinations.

## Océ Repro Desk Server Queue

1. In the Select Destination dialog box, double-click the Océ Repro Desk Server Queue icon.

The local server queue must already have been configured using the Océ Client Tools Configuration utility from the Océ Repro Desk Server CD. This requires a license of Océ Repro Desk Server.

2. Complete the work order form.



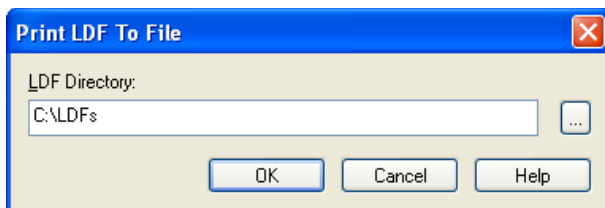
Some fields might be pre-filled with information from the server.

Your contact information is saved for future work orders.

3. Click OK.

## Print to File

1. In the Select Destination dialog box, double-click the Print to File icon.
2. In the Print LDF to File dialog box, browse to or enter the path to the directory where you store LDF files.



3. Click OK.

## Océ Plan Center Online Service

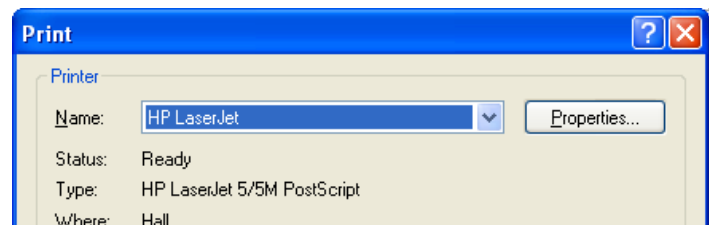
1. In the Select Destination dialog box, double-click the Océ Plan Center Online Service icon.
2. Log in to Océ Plan Center.



3. In the Select a Target Issue dialog box, navigate to the issue to which you want to add files.
4. Select New File Before, New File After, or Republish to add the files to the desired positions in the issue.
5. Click Publish.

## Windows Printer

1. In Océ Publisher, on the File menu, point to Windows Print and click Print.
2. Select a local Windows system printer for a check print, maximum 11" by 17".



3. Click OK.

## Tips & Tricks

- If you are re-publishing files to Océ Plan Center, you can retrieve the latest sheet name, description, and discipline information. Click the Retrieve Details button that appears on the Océ Plan Center dialog box during publishing.
- You can print LDF files up to 11" by 17" on Windows printers using Océ Publisher and in wide format using Océ Repro Desk Server.
- Océ Publisher supports external PostScript and PDF processing software. Select Tools | Options | File Processing | PostScript/PDF to specify a third-party converter.
- Océ Publisher can automatically audit all AutoCAD drawings before plotting. Select Tools | Options | File Processing | AutoCAD and select the Audit Drawings Before Plotting check box.
- Océ Publisher can automatically add all AutoCAD drawing layouts when a file is added. Select Tools | Options | File Processing | AutoCAD and select the Add All Layouts check box.
- Océ Publisher can extract the Sheet Name, Description, Revision, and Author from source files. Select Tools | Options | Sheet Details and a file format to specify where Océ Publisher should get this information.
- Océ Publisher supports drag-and-drop to change the positions of files in the print sequence.
- Océ Publisher supports Shift-click and Ctrl-click for multi-selection of files for viewing, processing, or printing.
- You can create and apply custom digital stamps and apply them to LDF files with the Stamp Editor tool in Océ Publisher.



### **Océ Wide Format Printing Systems**

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