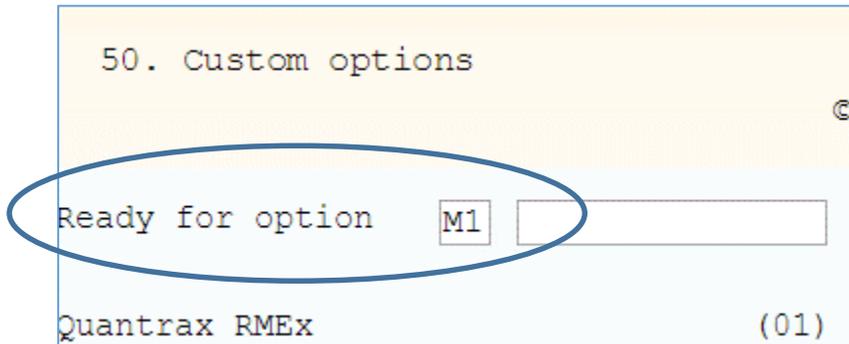


Printing using the Hosting Menu

Based on how your office is setup, when you run a report, letters, statements or other options that print in RME x, they may not print automatically. The purpose of this document is to show you how to access these documents, and if needed print them from our Hosted Menu option.

To print you will need to know the name of your printer this was given to you at the time your printer and VPN were setup. It generally called something like this: XXPRT01

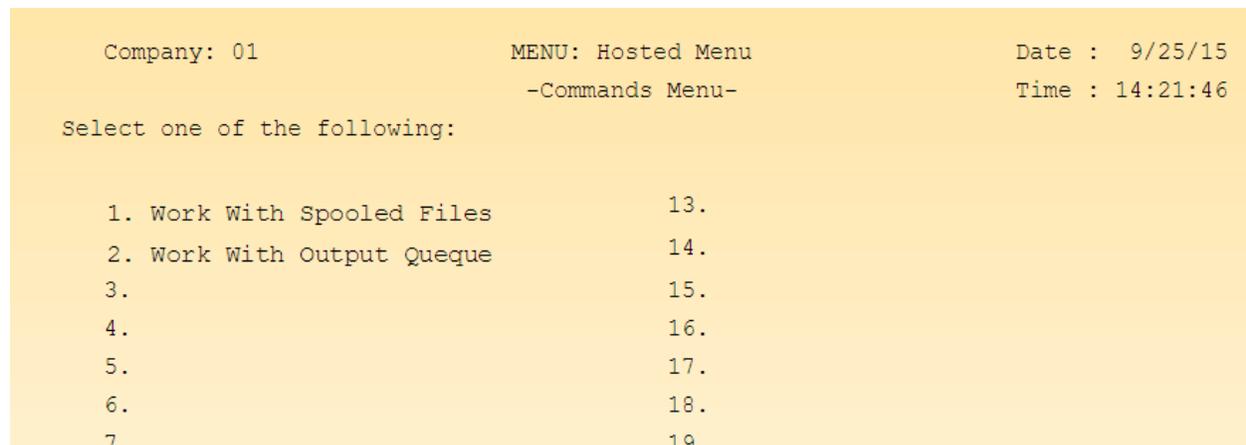
To access the “Hosted Menu” from the Main Menu, in the “Ready for option” put “M1” to be presented with the “Hosted Menu”.



50. Custom options ©

Ready for option

Quantrax RME x (01)



Company: 01 MENU: Hosted Menu Date : 9/25/15
-Commands Menu- Time : 14:21:46

Select one of the following:

1. Work With Spooled Files	13.
2. Work With Output Queue	14.
3.	15.
4.	16.
5.	17.
6.	18.
7.	19.

From this menu you can take these options:

Option 1 “Work With Spooled Files”. Shows only documents that are available with YOUR User ID only
 Option 2 “Work With Output Queues”. Shows documents that are available for ALL User IDs, and where, for example, you find the nightly reports.

How to Print

For this example we will use Option 1 “Work With Spooled Files” (This works for option 2 also), and lets print the bottom “LINKING” report.

```

Work with All Spooled Files

Type options, press Enter.
  1=Send  2=Change  3=Hold  4=Delete  5=Display  6=Release  7=Messages
  8=Attributes  9=Work with printing status

Opt  File      User      Device or Queue  User Data  Sts  Total  Cur  Copy
    [ ] QSYSVRT  QMASTER  QMASTER  ACREP3     RDY   1      Page  1
    [ ] QSYSVRT  QMASTER  QMASTER  ACREP2     RDY   1      Page  1
    [ ] QSYSVRT  QMASTER  QMASTER  ACREP2P    RDY   2      Page  1
    [ ] QSYSVRT  QMASTER  QMASTER  ACREP2P    RDY   1      Page  1
    [ ] QSYSVRT  QMASTER  QMASTER  ACREP2P    RDY   1      Page  1
    [ ] SCMESFL  QMASTER  QMASTER                RDY   4      Page  1
    [ ] QSYSVRT  QMASTER  QMASTER  ACREP2P    RDY   1      Page  1
    [ ] QSYSVRT  QMASTER  QMASTER  ACREP2P    RDY   1      Page  1
    [ ] QPDZDTALOG  QMASTER  QMASTER                RDY   1      Page  1
                                     More...

Parameters for options 1, 2, 3 or command
====> [ ]

F3=Exit  F10=View 4  F11=View 2  F12=Cancel  F22=Printers  F24=More keys
  
```

At the top you see the “Type options”. There are different options you can use as you start to understand more about printing.

```

Work with All Spooled Files

Type options, press Enter.
  1=Send  2=Change  3=Hold  4=Delete  5=Display  6=Release  7=Messages
  8=Attributes  9=Work with printing status
  
```

Let’s use option “2=change”, so next to the report to be printed place a “2” and press enter

Opt	File	User	Device or Queue	User Data	Sts	Total Pages	Cur Page	Copy
<input type="text" value="2"/>	QSYSPT	QMASTER	QMASTER	ACREP3	RDY	1		1
<input type="text" value="1"/>	QSYSPT	QMASTER	QMASTER	ACREP2	RDY	1		1

Which takes you to the option called " Change Spooled File Attributes"

```
Spooled file created:
  Creation date . . . . . > 03242015      Date, *ONLY, *LAST
  Creation time . . . . . > 115419       Time, *ONLY, *LAST
  Printer . . . . .  Name, *SAME, *OUTQ
  Print sequence . . . . .  *SAME, *NEXT
  Form type . . . . .  Form type, *SAME, *STD
  Copies . . . . .  1-255, *SAME
  Restart printing . . . . .  Number, *SAME, *STRPAGE...
```

Where you see "Printer" change this to the working printer in your office which is WAPRT02 and hit ENTER

```
Printer . . . . .  Name, *SAME, *OUTQ
Print sequence . . . . .  *SAME, *NEXT
```

After this the report will print.

```
Type options, press Enter.
  1=Send   2=Change   3=Hold   4=Delete   5=Display   6=Release   7=Messages
  8=Attributes   9=Work with printing status
```

Opt	File	User	Device or Queue	User Data	Sts	Total Pages	Cur Page	Copy
<input type="text" value="4"/>	QSYSPT	QMASTER	XXPRT01	ACREP3	*CHG	1		

From here you can take option 4 to delete it.