



BarTender Print Portal

Web-based Software for Printing
BarTender Documents

Supports the following BarTender software versions:
BarTender 2016, BarTender 2019

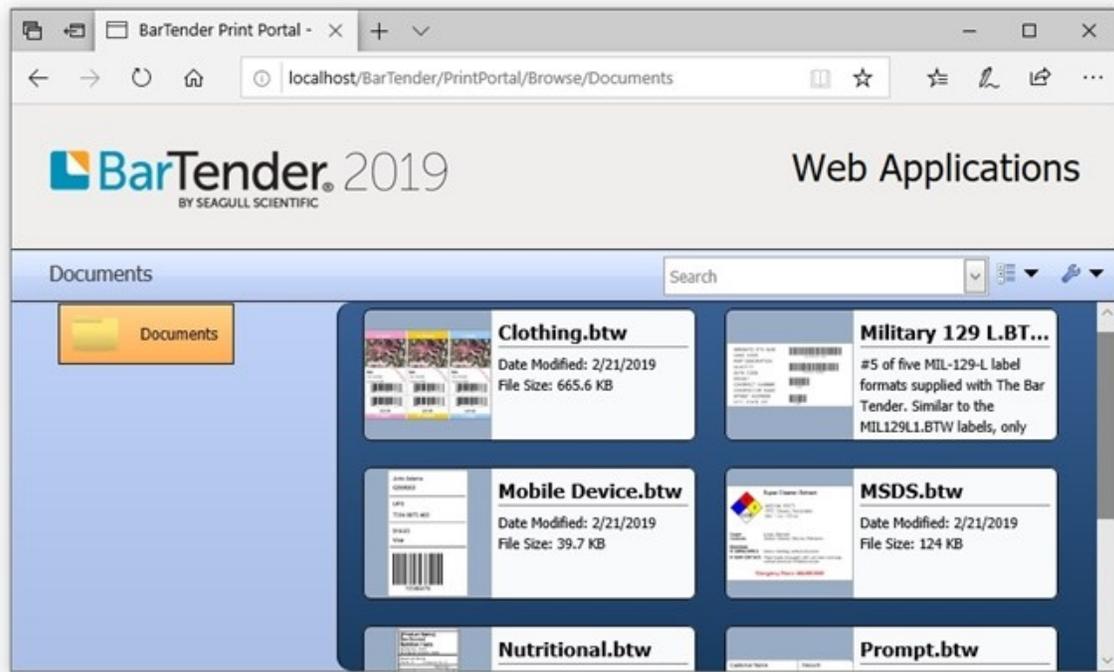
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Overview

BarTender Print Portal is a web-based application that provides an interface with many features that make it quick and easy to locate and print BarTender documents. Because Print Portal runs on a web server, so you can use it to access BarTender documents from any computer that is connected to the Internet. Users can print documents simply by browsing to a web page that is hosted by a server that has BarTender installed.

By using the built-in security measures, administrators can require users to log on to the site and even assign user permissions that grant access to specific documents on the server based on the user who is logged on to the site. The intuitive interface makes it easy for users to quickly locate the document that they need to print and to send it to the printer with a single click.



In versions of BarTender that are earlier than BarTender 2016, this application was called Web Print Server (WPS).

Installing Print Portal

To make sure that Print Portal runs correctly, the following applications must be installed on the host computer:

- Microsoft Internet Information Services (IIS)
- ASP.NET
- BarTender Licensing Service
- BarTender, including the BarTender System Database and Print Portal
- Any required printer drivers

For detailed instructions about how to install BarTender, the BarTender System Database or printer drivers, refer to the [Getting Started with BarTender](#) help topic or the *Getting Started with BarTender* manual, which you can open from the BarTender help menu.

Configuring Your Installation

IIS_WEBPRINT Account Permissions

An IIS_WEBPRINT user account is required to run BarTender and access local and network printers. This account is automatically created by the BarTender installer when you install Print Portal. By default, this account is assigned administrative security permissions. Depending on your environment, you may want to modify the default settings. This account controls access to BarTender, local and network printers, and documents on the hosted web service site.

Site Administration

Most of the Print Portal configuration settings are specified on the **Administration Settings** page. Use this page to configure the appearance of the web interface and to specify what functionality is available to the users. You can access this page by using the following URL:

`http://localhost/BarTender/Admin`

BarTender Documents

The home page for Print Portal displays previews of all the available documents that are saved in root folders, which are specified on the **Administrative Setup** page. By default, the root folder is in the following location:

`C:\inetpub\wwwroot\BarTender\Documents`

You can remove, modify, or add to the installed sample documents. To add documents, copy the new documents to the root directory on the host computer.

Supported Printing Technologies

By using Print Portal, anyone can print BarTender documents remotely, no matter what kind of device, operating system, or Internet browser is being used. To do this, Print Portal supports three unique client printing technologies. Users can use the integrated New Printer wizard to choose the best print method for their environment.

Client printing (which means printing to a printer that is installed on the client device rather than on the host machine) typically requires that a printer driver be installed on both the client and server and that the exact same model name be used. However, if a particular client printer is compatible with a driver that is already installed and available on the server, then it can be specified on the **Administrative Setup** page under **Print Settings**. You can specify wildcard or regex values to automatically match client printer models with a compatible printer driver on the server.

The following client printing technologies are supported.

Web Print Service

The Web Print Service is a Windows-based service that is designed by Seagull Scientific. By installing this service on any Windows device, users can print to any printer on their device, assuming that the same printer driver is also installed on the host computer.

The first time that client users use Print Portal to print a document, they are prompted to install the Web Print Service. After the service is installed, users have access to client printing and advanced printer and print job status monitoring.

Java Applet

By using the Java applet, users can print from client devices that cannot run Windows services, such as Apple Mac or Linux computers. The applet also supports a variety of browsers, including Internet Explorer, Firefox, Safari and Opera.

Zatar

Zatar is a product of Zebra technologies that users can use to connect to Zebra printers and other devices via a web service. Print Portal offers native printing to the cloud by using Zatar printing technology, assuming that users register directly with Zatar.

Security

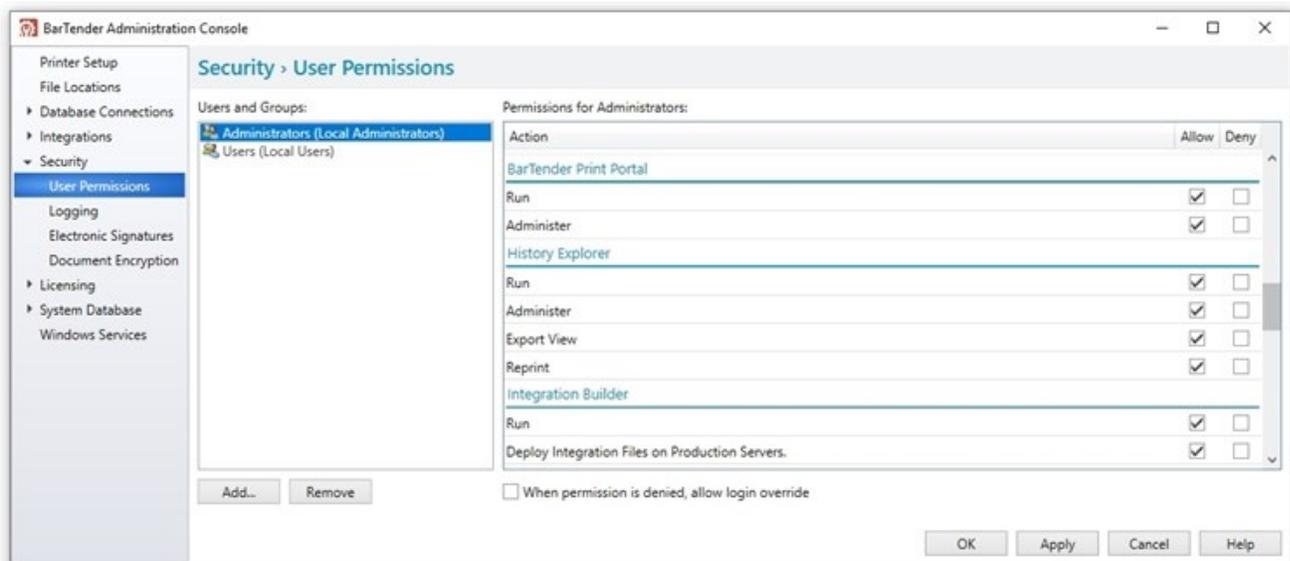
Whether you're a small business or a huge enterprise, it's important to protect your BarTender documents and printing environment. When you use Print Portal, you can implement many security methods to ensure that every user has the appropriate access to documents and administrative settings.

User Authentication

Administrators can configure Print Portal so that users must log on by using their Windows accounts. You can enable authentication on the **Administrative Setup** page of Print Portal. When you do this, user access to Print Portal and the **Administration Setup** page is determined by the user permissions that are configured in BarTender Administration Console, as follows:

- Users who have the **Run** permission have access to the main Print Portal window and can browse for and then print documents.
- Users who have the **Administer** permission can access and modify settings on the **Administrative Setup** page.

For more information about how to configure user permissions in Administration Console, refer to [Defining User Permissions](#) in the BarTender help system.



If you want to secure your environment further, you can choose to authenticate users over HTTPS. This process requires that a security certificate and HTTPS binding are configured for the Print Portal website in IIS.

Administrative Security

Access to the Print Portal configuration settings is controlled by BarTender Administration Console. When authentication is enabled, only users who have permission to administer BarTender Print Portal can access the **Administrative Setup** page.

Root Folder Visibility

You can configure the visibility of specific folders or documents for specific users and/or groups of users. For each root folder that you configure in Print Portal, you can specify unique visibility settings.

Display Configuration

Administrators can control the appearance of Print Portal and its behavior, including the following:

- Whether folders are displayed alongside documents in the browser window
- Whether document comments and file information are visible
- Whether users can modify the printer selection or quantity when they print a document
- Whether icons can be resized or are locked at an optimal size

Printing Documents

Printing documents by using Print Portal is as easy as locating the document and clicking it. Depending on the settings that are configured on the **Administrative Setup** page, either the document is printed immediately or the **Print Document** dialog appears. You can use this dialog to change the printer selection, specify the number of copies to print, and view a print preview before you print the document.

After you start a print job, Print Portal displays any data entry forms and record selection dialogs that are defined in the document. This means that users can enter data or search a database for specific records at print time.

All modern browsers on Windows, Mac, Linux and Android operating systems are fully supported for user-based printing, including Microsoft Edge, Internet Explorer, Chrome, Firefox and Safari. The BarTender web applications are designed to use technologies that are widely supported on mobile devices. Print Portal has been tested with a variety of tablets and smart phones to ensure that you can seamlessly access your documents from any device.

Related Documentation

White Papers

- *Administration Console*
- *BarTender Print Portal App*
- *Print Station*

To view and download white papers, visit:

<https://www.bartendersoftware.com/resources/white-papers/>

Manuals

- *Getting Started with BarTender*
<https://support.seagullscientific.com/hc/categories/200267887>

BarTender Help System

- [Print Portal](#)

Other Resources

Please visit the BarTender website at <https://www.bartendersoftware.com>.

