

## CheckJet Complete

## Installation

**TYPEHAUS**

Extending the Resources and Abilities of Your Printer

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### Preparing for Success

Before installing the CheckJet™, follow the printer manufacturer's instructions for installing the printer on the network. Confirm that a Windows printer test page will print from the workstation that will be used for check printing.

Each printer model is unique. The printer manufacturer's instructions, web site, and customer support always provide the best printer installation assistance prior to installing the CheckJet.

The CheckJet requires a PCL5/5e compatible Windows driver. When installing the printer, select the printer's PCL5/5e driver. If during installation there is no option to specify a driver, or if the printer is already installed, confirm the driver in use is a PCL5/5e driver.

If needed, a PCL5/5e driver can normally be found on the printer manufacturer's web site or printer CD. To install a manufacturer supplied driver, follow the manufacturer's instructions for the driver.

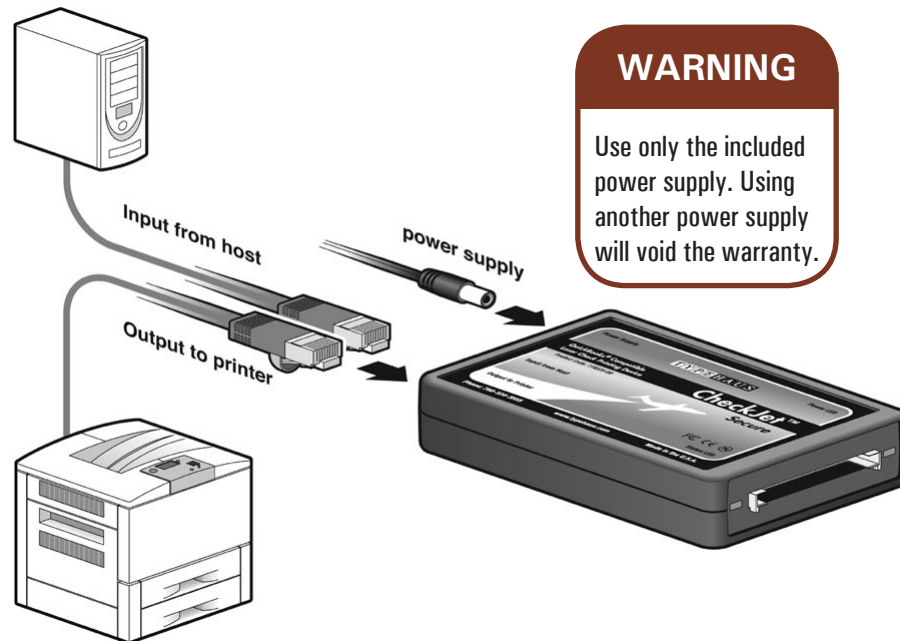
The CheckJet CD contains a universal PCL5/5e driver. To install the universal driver use Windows File Explorer to browse to the CheckJet CD and then into the folders Driver » XP and Vista » HP Universal. Double-click on "Install.exe", and simply follow the on-screen installation instructions. When asked, select "Traditional Mode".

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### Installing the CheckJet

Be sure to install and test the printer on the network before proceeding.

Power on the laser printer and wait for ready/online status.



3

Detach the Ethernet network cable from the printer and attach it to the "Input from Host" port on the CheckJet.

4

Attach the supplied 3 foot Ethernet cable to the printer's Ethernet port (the same port from which the network cable was detached in the previous step).

5

Attach the other end of the supplied 3 foot Ethernet cable to the "Output to Printer" port on the CheckJet.

6

Plug the supplied 5 volt power supply into a 110 volt outlet. It is preferable, but not required, to plug it into the same power strip as the printer. See **WARNING** box on this page.

7

Insert the round power supply connector into the CheckJet "Power Supply" port. The CheckJet Power LED will light green (possibly after blinking orange), then the Status LED will light green.

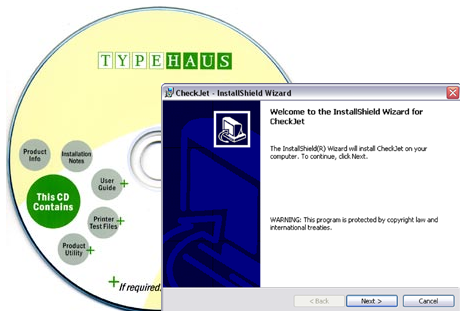
8

Insert the CheckJet's memory card to enable printing of the secured resources.

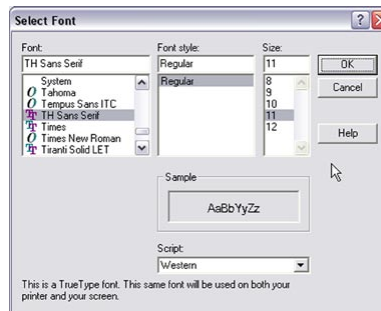
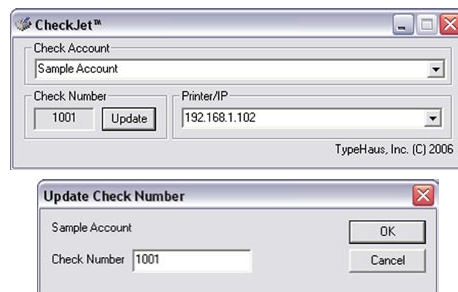
(Continued on reverse side.)



## CheckJet Complete



## Installation (Continued from reverse side)



### 9 Software Installation

The CD supplied with the CheckJet contains a small Windows application for configuring the CheckJet and a special check printing font to use with QuickBooks®.

To install the application and font, use Windows File Explorer to browse to the CD and then double-click on "Setup.exe" to start the installation process. Simply follow the on-screen instructions.

The setup process will install the check printing font to the system fonts folder, and the application to a TypeHaus folder under the Program Files folder. The process will also create a shortcut to the application on the Windows Start menu under All Programs » TypeHaus » CheckJet.

### 10 Check Number

The CheckJet advances and stores the check number in the secure memory card for each check printed. Use the following steps to set the starting check number.

1. Make sure the secure memory card is inserted into the CheckJet.
2. From Windows select Start » All Programs » TypeHaus » CheckJet. If a network access warning is displayed, select "Unblock". The application is simply trying to contact the CheckJet.
3. If the Printer/IP field is blank or incorrect, enter the printer's address.
4. The application displays the currently saved check number for the account shown in the drop-down list box. For multiple accounts, select the desired account using the drop-down list box.
5. To change the check number, select Update and enter the next check number to be printed. Select OK.
6. Click the "X" in the upper right corner to close the application.

### 11 Preparing QuickBooks®

To work properly with the CheckJet, the following check printing settings must be made within QuickBooks.

1. From the QuickBooks File menu, choose Printer Setup and then select Check/PayCheck.
2. On the Settings tab, under Check Style select Voucher.
3. On the Fonts tab, select the Font button.
4. Select the TH Sans Serif font from the list and select 11 point as the size. Select OK.
5. Click OK as necessary to get back to the main QuickBooks application window.

# TYPEHAUS

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## Congratulations!

You are now ready to print checks directly from QuickBooks using the exact same process as using preprinted voucher checks. The standard check styles and signature-only solutions that come with the CheckJet are designed to work with the QuickBooks default alignment settings.

If you find that the information printed by QuickBooks (payee name, amount, etc) is not aligning properly on the check, simply use the standard check printing alignment configuration settings within QuickBooks to adjust the alignment. See Help within QuickBooks for more information.

In the future should you need to change the next check number to be printed, simply follow the instructions provided under the step "10 – Check Number" in these instructions.

TypeHaus, Inc.  
655 Second Street  
Encinitas, CA 92024  
760.334.3555  
Select option 2 for support.

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