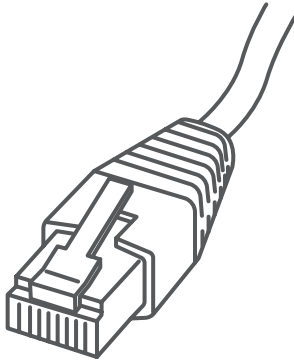# SendPro® Network SendKit

Microsoft Windows Installation Instruction
Network Printer Connection

Read Now BEFORE you unpack your equipment

Continue reading below

Right, let's get your SendKit up and running quickly...

Let's first get together the things you will need:

- The box containing your SendPro® Network SendKit.
- A Welcome Email from Pitney Bowes containing your SendPro® Log in details.
- A PC on which you have full admin rights to allow downloading and installing software.
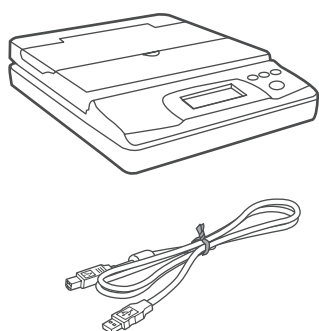- 1 available USB ports on your PC.

If you have not received the email from Pitney Bowes, do not go any further with this installation. Please visit pitneybowes.com for contact details for your market.
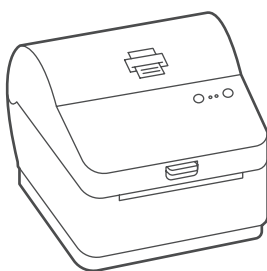
1. Opening the box and unpacking.

Here's a diagram and explanation of the items you should find in your box.

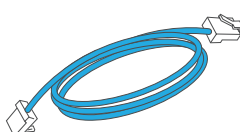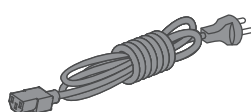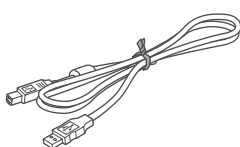If you have any problems during this installation, refer to 'Troubleshooting'.
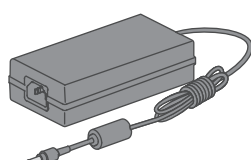
Scale

Printer

Network Cable

USB
(not used
for network
installation)

Power Cord

2. Signing into SendPro®.

Sign into SendPro® using the link in the welcome email.

sendpro.pitneybowes.com

3. Downloading the scale utility.

Now you are signed into SendPro® Click on the Help icon. ❓

Select **Download SendPro® Scale Utility for Windows.**

Select **Run** or **Open** (this depends on your internet browser).
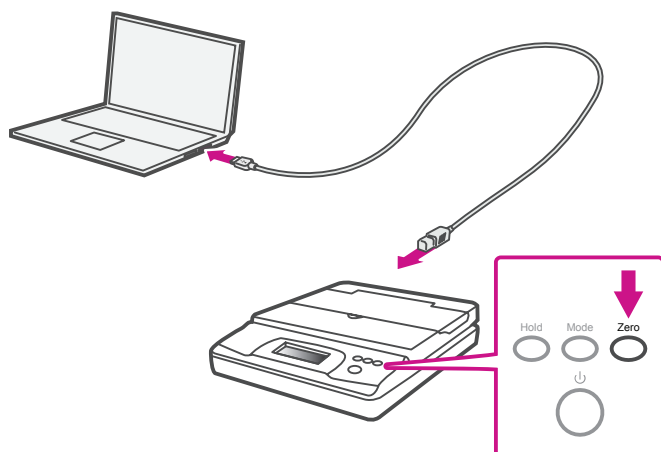
Follow the prompts on screen to install.

Click **Finish.**

4. Connecting your scale.

Place your scale on a firm and flat surface near to your computer.

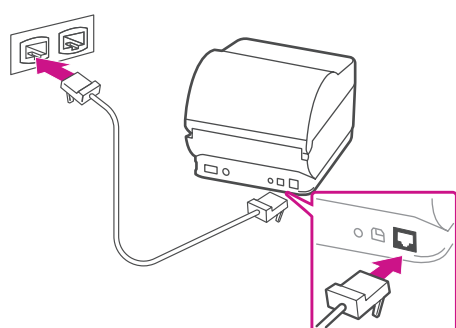Connect your scale to your computer using the USB cable supplied. Then press the **Zero** button.

Note: If you do not wish to use a USB to connect your scale refer to the online help for information on battery installation.
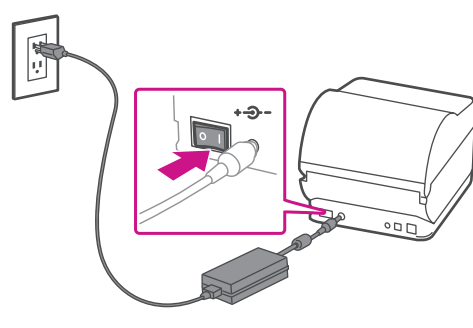
5. Connecting the printer.

Connecto your Network cable to your printer and Network socket.
Connect the power cord and adapter to your printer (as shown) and switch on.
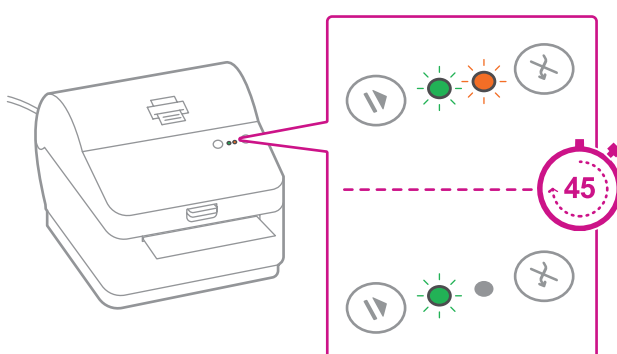
Network Cable

Power Cable

6. Printer ready.

Wait for approximately 45 seconds until the green light remains constant and the printer is ready.
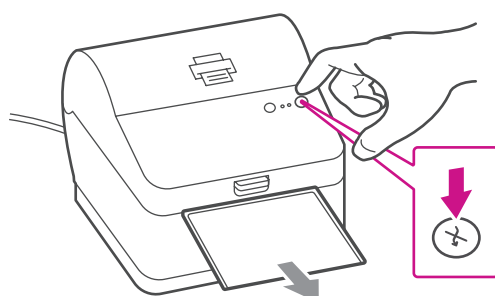

7. Aligning the label roll.

Press the ⊗ button and check that the label feeds out correctly.

Note: If the label does not feed correctly please refer to label alignment instructions inside the printer top cover.
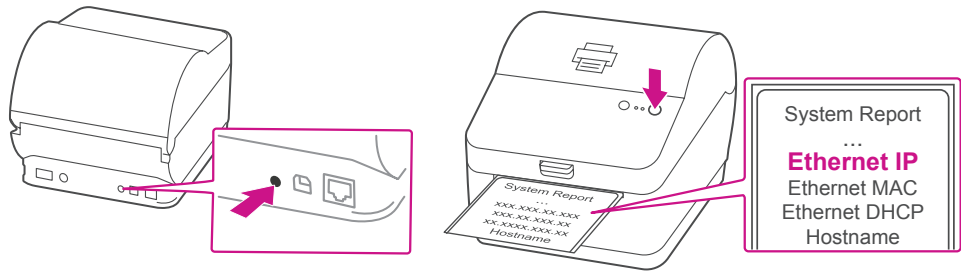
Tear off the correctly dispensed label.

8. Printing a system report.

Print the System Report to obtain the IP address assigned to the label printer.
1. To print the system report simultaneously press the button on the front of the label printer and the recessed button on the back of the printer with a suitable object such as a pencil or similar.
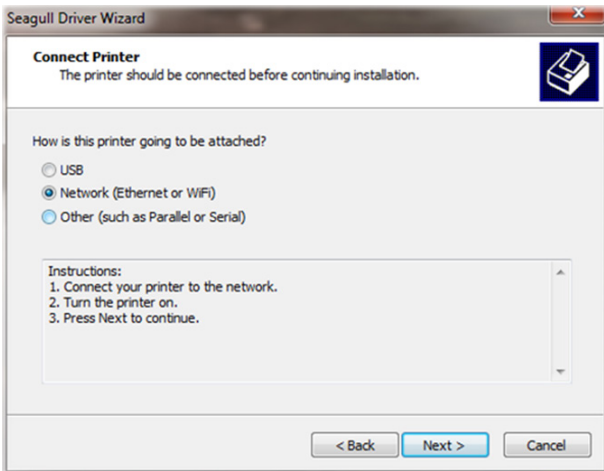2. Keep the printed report that will be needed later in the installation process.

9. Downloading the printer driver.

1. Ensure you are signed into SendPro® and click on the Help icon.
2. Select the **Datamax Printer Driver.**
3. Select to download the correct printer driver for your operating system.
4. Select **Run** or **Open** dependant on your browser.
5. Accept the licence agreement and follow the on screen prompts to install.
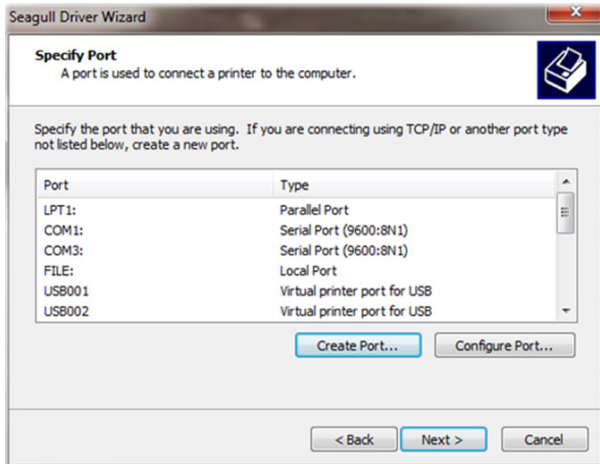

10. Connecting to the printer.
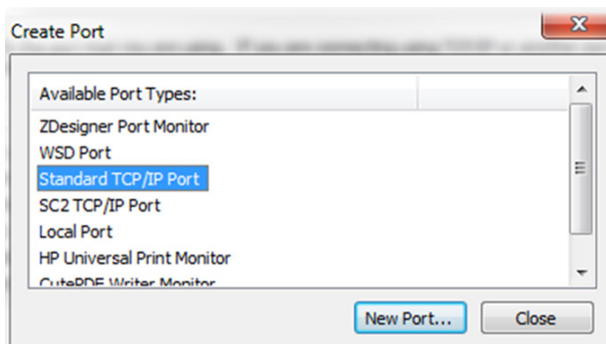
Select **Network** and press **Next.**

Then select Datamax-O'Neil w1110 Printer model when prompted and select **Next.**

11. Specifying a port.

Select **Create Port.**

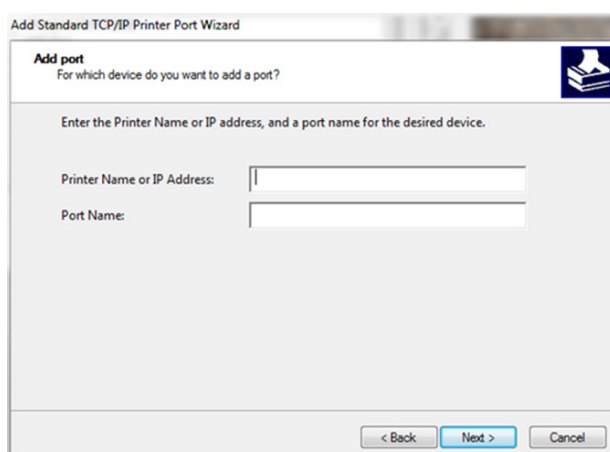Then Select **TCP/IP Port** and click **New Port.**

12. Printer port wizard.

Select **Next** to run the Printer Port Wizard.

Enter the Ethernet IP from the system report printed in step 8 and Select **Next**.
Note: The Port Name will automatically be populated with a default value.

Windows Wizard will automatically find the device.
If not found, Select **Generic Network Card** from the drop down menu and Select **Next**.

Select **Finish** to complete the Printer Port Wizard and to return to driver installation.
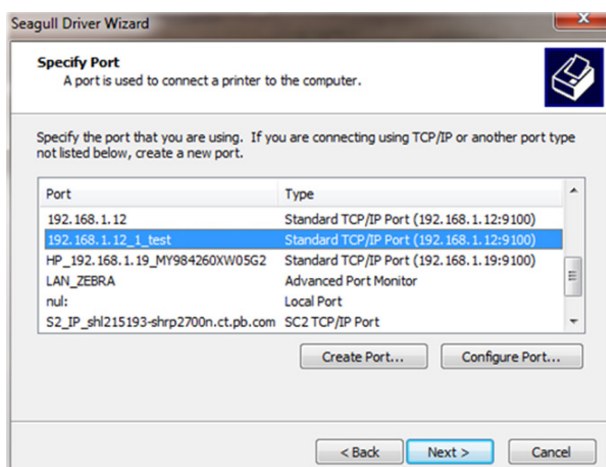Note: The driver and port name will now show what was entered in the screen above.
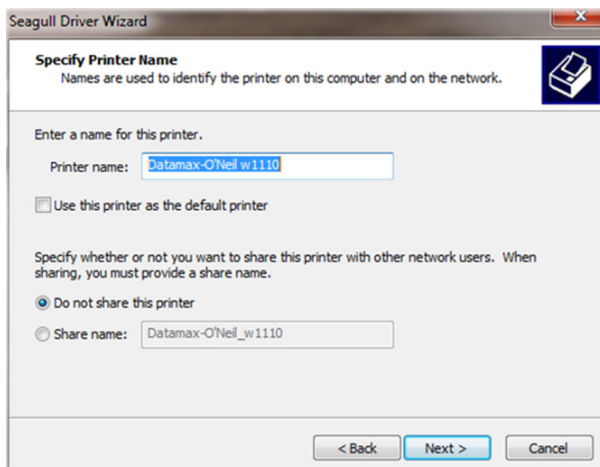
Select **Close**.

13. Confirming the port.

The wizard will return to the Specify Port screen.

Use the vertical scroll bar to view and confirm the new port is now in the list and select Next.
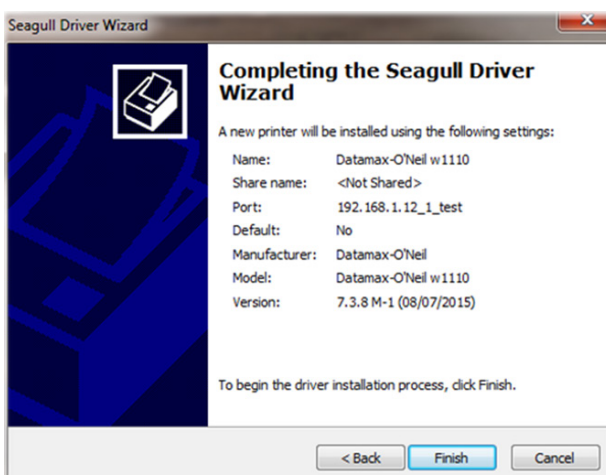
14. Accepting the printer name.

Select **Next** to accept the default printer name.

15. Completing printer setup.

Select **Finish** to complete the wizard and begin using your printer.

16. Test print.

Your SendKit is now connected.

To test your printer is working correctly follow the steps below.

On a PC
Go to your Control Panel
Select Devices & Printers
Double click on the Printer
        (DataMax-O'Neil w1110)

1. Select Printer from the menu bar
2. Select Properties
3. Select General
4. Select Print Test Page.

Check that your label has printed correctly. If you have any issues with the print refer to Troubleshooting later in this document.

Now let's get shipping!

You can access in-depth Online Help that covers all operator and feature aspects of your SendPro® software and SendKit in detail. To access this information, press the Help (❓) icon from your App. and select **See More Help Topics**. But for your convenience, we've included links to most commonly needed support to get you started.

Creating a label

 Click Here

How to print a shipping label in SendPro

 Click Here

Managing Sendpro users

 Click Here

How to view your history in SendPro

 Click Here

Carrier Services and Packaging

For information about size and weight restrictions, visit the carrier's website:

USPS
UPS
FedEx

Note: Available carriers dependent on Sendpro subscription.

How to change your username, password, and account name for SendPro

 Click Here

If you're still having trouble, then visit
www.pitneybowes.com
and select Support.