

# HiTi Picvite Minilab 2

## user manual

# CONTENTS

## PREFACE

■	What is Picvite Minilab 2	02
■	How to set up Picvite Minilab 2 (Quick Step)	03
■	Back Office Function Introduction	04
■	Configuration	04
●	General	04
●	System Information	05
●	Store Information	07
●	Password	09
●	System Update	10
●	Log	11
■	Operation	13
●	Price and Tax	13
●	Printer	15
●	Color Setting	16
■	Template content and Add-ON	17
■	Front End: Operation Flow Manual	18
●	Task scheduling	18
●	Photo Preview	21
●	Image Editing	24
■	Standard Operation Procedure	26

# Declarations

## Warranties

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## Printing History

New editions of this manual incorporate new and changed material since the previous edition. Minor corrections and updates may be incorporated into reprints of the current edition without changing the publication date or the edition number.

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1st	September	2010	1.0

## What is Picvite Minilab 2?



## Description

Picvite Minilab 2 is a small & economical digital photographic printing system, as opposed to large centralized photo developing labs. Shop owner can use Picvite Minilab 2 to operate many functions on your pictures including multi-size photo finishing, ID layout out, event template and other photo business related activities while enjoy low cost advantage.

### *There are various specific features in Picvite Minilab 2*

- Maximum of 4 printing units in one workstation, each printer can be set at different sizes.
- Multi-task scheduling control, administrator can arrange overall printing jobs easily.
- ID Template function, template formats are easy to choice and modify.
- Fun Template function, more ideal and creativity product can be printed out.

# How to set up Picvite Minilab 2? (Quick Step)



## Description

Picvite Minilab 2 is very easy to setup, administrator only need to login back office screen and complete few parameters setting. Please follow these steps as below to initial setting quickly.

### ► Step 1 :

Press Configuration and insert default password : 1234  
(The password can be changed in the Password Function)

### ► Step 2 :

Choose 「Output and Printer」 / 「Printer」 function , add available printer from **Printer Pool** to **Active Printer**. <<Relate Topic: 「Output and Printer」 / 「Printer」 >>

### ► Step 3 :

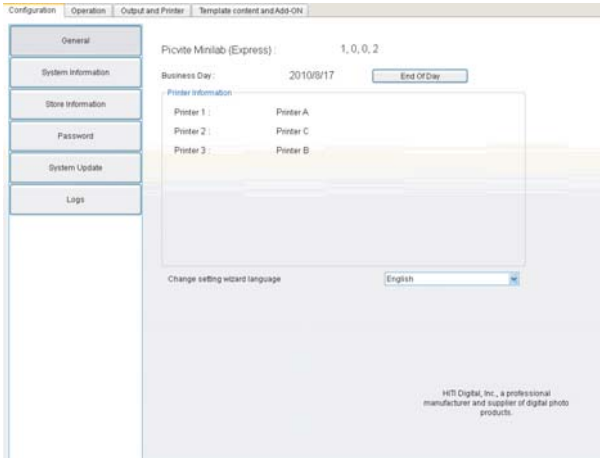
Choose appropriate consumable types for printer.

### ► Step 4 :

Save and exit back office, the system is ready to use.

# Back Office Function Introduction

## Configuration / General



## Description

### ► Business Day

Financial accounting day, user can categorize all of transaction records by opening hours as 24 hours shop or normal store. This function will be hidden if End of Business Day disable  
Related Topics: Store Information.

### ► Change setting wizard language

Language of configuration page; Picvite Kiosk currently support English, Chinese, Arabic, Spanish, Portuguese, German, Russian, French, and Portuguese in the version.

### ► Back to Front Desk

If administrator would like to go back to front desk ,please click the 「X」 bottom on the upper-right screen.



# System Information

The screenshot shows the 'System Information' tab in the configuration software. The interface includes a sidebar with navigation options: General, System Information, Store Information, Password, System Update, and Logs. The main content area is divided into several sections:

- General:** Minilab Name: [H8 Kiosk-01]
- System Information:** Station Code: [01]
- Regional:** Measurement System:  MM  Inch
- Date Format:** [mm-mm-ss]
- Income Image - IPM:** Files Path: [C:\SWTEMP] [Browse]
- Waiting For Process:** Files Path: [C:\Documents and Settings\kenhuang\Application Data\HiTi\720Minilab\Process] [Browse]
- Process Over:** Files Path: [C:\Documents and Settings\kenhuang\Application Data\HiTi\720Minilab\ProcessOver] [Browse];  Maximum Folder Disk Space: [2048] MB
- Quick adjustment unit / Keyboard Operation:** [3]

## Description

### ► Minilab Name

Application name, this value is used to create sales report title.

### ► Station Code

Identify code, this value is used to identify data transmit flow when linking other Minilab system.

### ► Regional

Measurement units of system, i.e. 4 x 6 "inch" or 10 x 15 "mm".

## System Information

### ▶ Resource

Image files from Picvite kiosk. System will receive that automatically.

### ▶ Process

When importing images, Picvite Minilab 2 system will keep images in specified folder until images were avoided or printed.

### ▶ Backup

After printing finish, these images will be moved to this folder for temporary.

### ▶ Quick adjustment unit / Keyboard Operation

Setting the degree of quick adjustment, this function will be used by Function key, such as changing YMCD by keyboard.

### ▶ Date Format

Administrator can use this function to determine which type of date format is printed on the photo paper.





## Store Information

### Description

#### ► Store Name

Store name, this value is used to create sales report title.

#### ► Store Code

Identify code of the computer, this value is used to identify data transmit flow when linking Minilab system.

#### ► End of Business Day

This function allow Administrator enable/disable business day counting, all of transaction records will be categories by business day when setting time arrival.

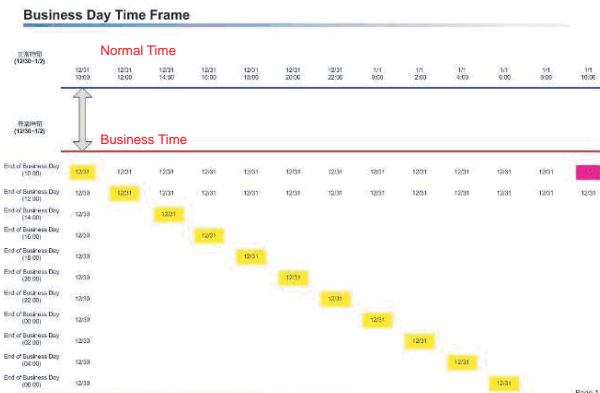
X store opening hour is 10:00 AM ~ 02:00 AM (ie: 2010/5/21 10:00 AM ~ 2010/5/22 02:00 AM)

If Administrator set **business day = disable**, the daily sales would be separate to two part in the system.

**2010/5/21 and 2010/5/22, <<2010/5/21 10:00AM~11:59PM + 00:00 AM~02:00AM>>**

If Administrator setting **business day = enable**, the daily sales would be remained one in the system.

**2010/5/21, <<2010/5/21 working day>>**



## Store Information



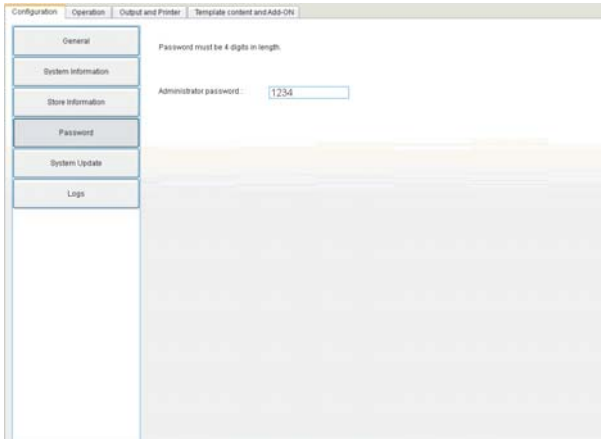
► **Store Information**

Store information, it would be available in next version.

► **Daily Sales**

System will show printing amount of all types of paper size by business day or system day (depend on **Business day** function enable/disable)

# Password



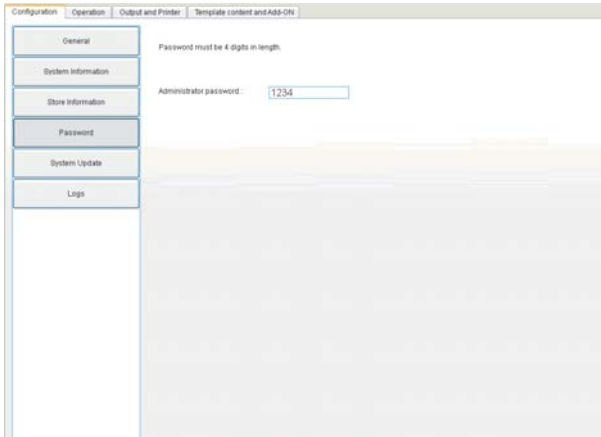
## Description

### ► Password

System password requires four digits number.

Express version only allow one Administrator account, multiple authorities control function will be developed in the next version.

# System Update

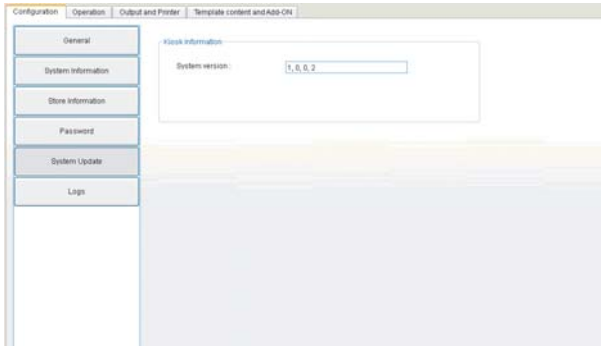


## Description

### ► Minilab information

Application version information, some of update function will be developed in the next version.

## Log



## Description

System will export transaction records by user define period. Administrator can set the time frequency of exporting procedure, there are three kinds of period could be used:

- Day:** daily exporting.
- Week:** assign day, Monday to Sunday.
- Month:** assign day, 1 ~ 31, system will auto export data at the first day of next month if Administrator setting "31" but there are only 30 days in this month.

### ► Data interval

System will insert the interval symbol into data stream in order to separate data.

### ► Log file keep Period

Transaction Log will be saved in the folder, if files has not yet been moving or deleting, system will remove that on setting time automatically. **(Max: 180 days)**

### ► Sales Data keep Period

All sales records will be saving by remaining time. **(Max: 365 days)**

## Log

### ► Export Data when End of Business Day

If the function enable, exporting procedure will be started when business day change function in activate.

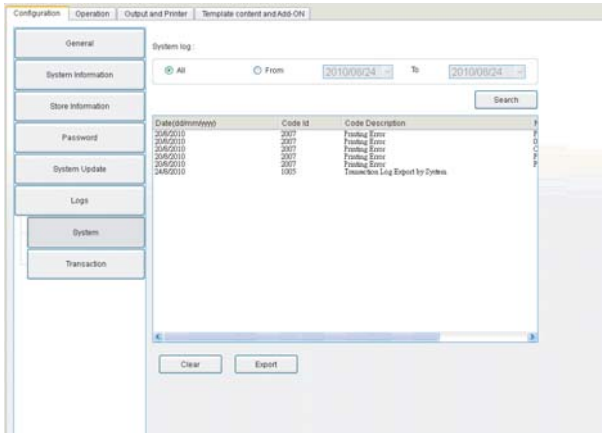
*The function will disable if End of Business Day function closed.*

### ► Export Data on Specific Time

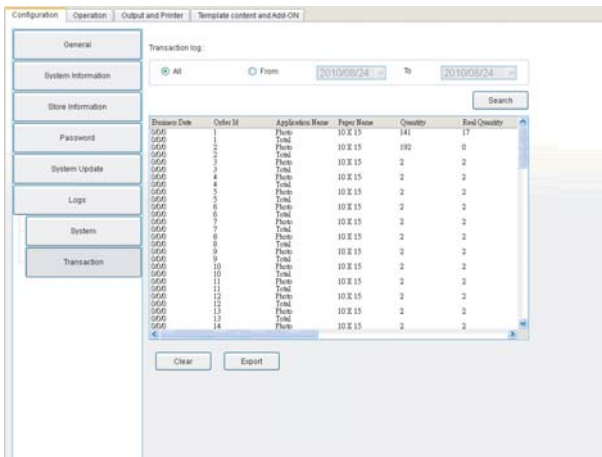
If the function enable, exporting procedure will be started on user demand.

*The function will disable if End of Business Day function in activate.*

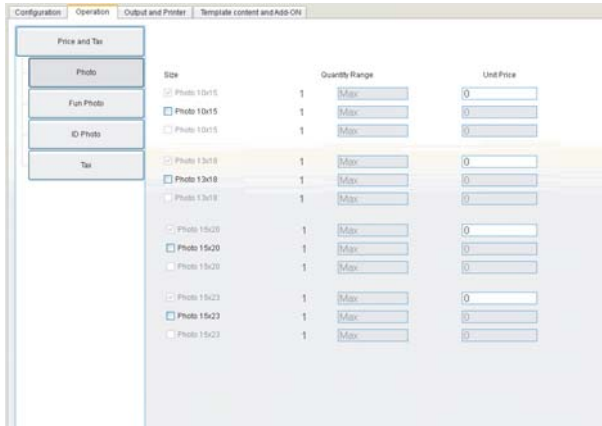
<<System Log Query Screen>>



<<Transaction Log Query Screen>>



## Operation / Price and Tax



### Description

Administrator can set up 3 types of price level depending on quantity in every section including price and tax, photo, fun photo, ID photo, and Tax.

The price information of section is the same as user operation screen, tax issue (including or excluding) could be set in the Price and Tax section.

#### **Including Tax (5%):**

Administrator setting: 15 dollars / piece

User price on screen: 15 dollars

Transaction Log: 14.28 (sales price) + 0.72 (tax price)

#### **Excluding Tax (5%):**

Administrator setting: 15 dollars / piece

User price on screen: 15 dollars + 0.75 dollars (tax)

Transaction Log: 15 (sales price) + 0.75 (tax price)

# Price and Tax / Tax

The screenshot shows the 'Price and Tax' configuration window. On the left is a sidebar with buttons for 'Price and Tax', 'Photo', 'Fun Photo', 'ID Photo', and 'Tax'. The main area is titled 'Tax/Burcharge' and contains several sections:

- Tax/Burcharge:** Radio buttons for 'Inclusive' (selected) and 'Exclusive'. Below is 'Tax 1' with fields for 'Name' (TAX) and 'Percentage(%)' (00.00).
- Enable Tax 2:** A checkbox (unchecked) and a formula field containing  $price*(Tax1+Tax2+1)$ .
- Tax 2:** Fields for 'Name' (PST) and 'Percentage(%)' (00.00).
- Burcharge:** A checkbox (unchecked) and a field for 'USD' (00.00).
- Tax/Decimal point:** A 'Decimal places' dropdown set to '2' and radio buttons for 'Rounding' (selected), 'Unconditionally carry', and 'Roundoff'.

## Description

### ► Inclusive / Exclusive

#### *Including Tax (5%):*

Administrator setting: 15 dollars / piece  
 User price on screen: 15 dollars  
 Transaction Log: 14.28 (sales price) + 0.72 (tax price)

#### *Excluding Tax (5%):*

Administrator setting: 15 dollars / piece  
 User price on screen: 15 dollars + 0.75 dollars (tax)  
 Transaction Log: 15 (sales price) + 0.75 (tax price)

### ► Tax 2

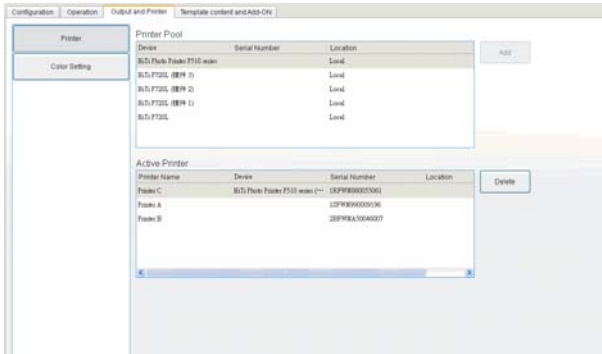
The function allow Administrator to set second carry tax policy (Canadian tax)

### ► Tax/Decimal Point

<i>Rounding</i>	12.65=12.7
<i>Unconditionally carry</i>	12.61=12.7
<i>Round off</i>	12.64=12.6



## Printer

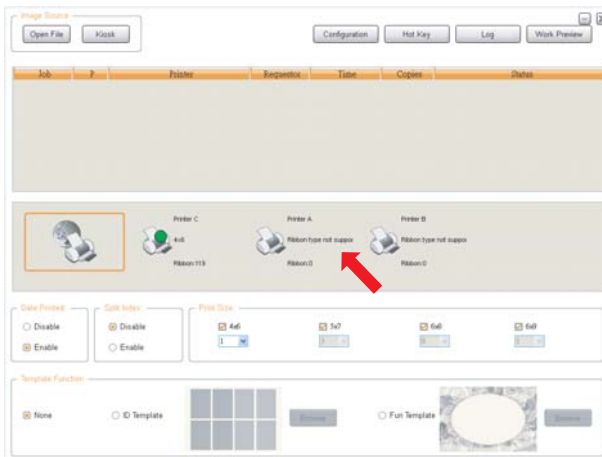


## Description

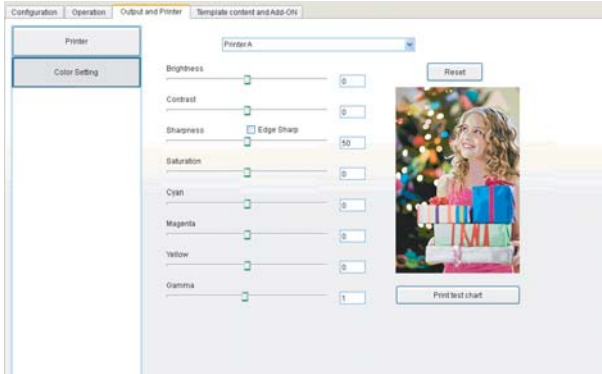
Administrator can use this tool to adjust printers and specified consumable format.

Operation:

1. Please select printer from the Printer Pool and press the "Add" button.
2. The new printer will appear at the bottom of the Active Printer, and it is ready for printing.
3. You can press the "Delete" button at right mouse click, then the printer will return to the Printer Pool.



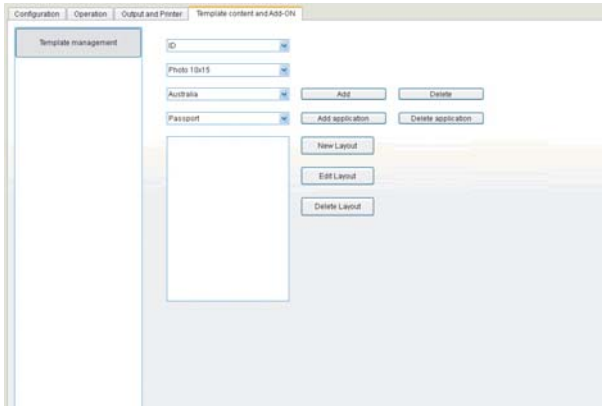
## Color Setting



### Description

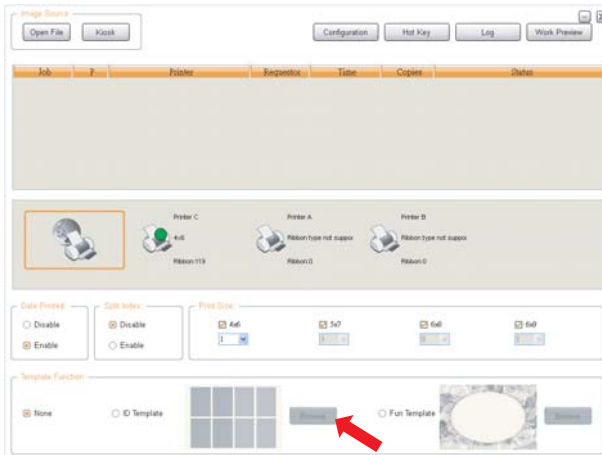
Administrator can use this function to adjust printing color parameters.

## Template content and Add-ON



### Description

Picvite Minilab 2 Express version supports few critical functions such as printing ID photo and Event Photo, administrator can use Template Management Function to create or delete these formats. Operation flow as below:



(ID Template and Fun Template Function)

- Step 1:** Choose the Function you want: ID or Fun photo
- Step 2:** Choose photo paper size.
- Step 3:** Choose major subject .
- Step 4:** Choose family subject.
- Step 5:** Choose format in existence to edit or create new format.

All formats will be separated according different major subject and family subject.

# Front End: Operation Flow Manual

## Feature Introduction (Task scheduling)



### Description

#### ► Open File

Importing images, administrator uses this function to choice images.

#### ► Configuration

Back office option, administrator would be required password before entry, the default password is 1234 It can be changed in the *Password* setting.

#### ► Function Key

Hot key editing, most functions in the system have its own Hot key; administrator can use this function to see whole function key list and modify it.

#### ► Log

System history, administrator can use this function to know sales and operation information.

The screenshot shows the 'System Log' window with the 'Transaction' tab selected. It features a date range selector (From 20100624 To 20100624) and a 'Query' button. Below is a table with the following data:

Business Date	Code Id	Application Name	Paper Name	Quantity	Print Quantity
06/01	1	Photo	10 X 15	141	17
06/01	2	Total	10 X 15	192	0
06/01	3	Photo	10 X 15	2	2
06/01	4	Photo	10 X 15	2	2
06/01	5	Photo	10 X 15	2	2
06/01	6	Total	10 X 15	2	2
06/01	7	Total	10 X 15	2	2
06/01	8	Photo	10 X 15	2	2
06/01	9	Total	10 X 15	2	2
06/01	10	Photo	10 X 15	2	2
06/01	11	Total	10 X 15	2	2
06/01	12	Total	10 X 15	2	2
06/01	13	Photo	10 X 15	2	2
06/01	14	Photo	10 X 15	2	2

<<System Log query screen>>

The screenshot shows the 'Transaction Log' window with the 'System' tab selected. It features a date range selector (From 20100624 To 20100624) and a 'Query' button. Below is a table with the following data:

Date(dd/mm/yyyy)	Code Id	Description
20100610	2007	Printing Error
20100610	2007	Printing Error
20100610	2007	Printing Error
20100610	2007	Printing Error
20100610	2007	Printing Error
20100610	1005	Transaction Log Export by Syslog

<<Transaction Log query screen>>

## Operation Flow Manual Feature Introduction (Task scheduling)

### ► Work Preview

Administrator can switch operation screen between Task scheduling page and Photo Preview page after images imported.



<<main page: task scheduling >>



<<second page: photo preview >>

### ► Date Printing

Administrator can enable or disable date printing function and decide its format form back office setting.



<<Relate Topic: System information>>

## Operation Flow Manual Feature Introduction (Task scheduling)

### ► Split Index

Administrator can print index photo in the beginning of each printing job in order to separate different printing job efficiently.

**Enable:**



**Disable:**



**Remark:**



<<Photo Patches>>   <<Index Photo>>

### ► Print Size:

System will detect available printing size and administrator can choose different printing size for picture after different consumable were properly install into printers.

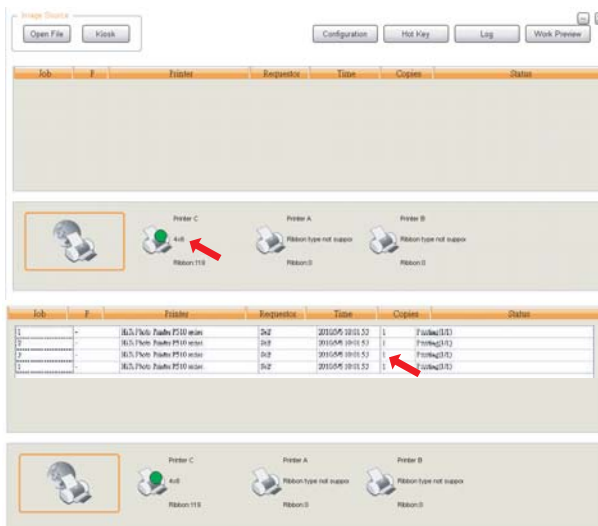
### ► Template Border

Administrator can use Template function on both printer ID photo and Event photo.

### ► Schedule Dialogue

The main usage of this screen is showing printing jobs status, administrator can monitor every task arrangement depending on different printers and click on the left icon to see the entire system schedule.

Administrator can pause / delete / arrange priority specified print task by right click on mouse.



# Operation Flow Manual

## Feature Introduction (Photo Preview)



### Description

#### ► Add picture

Insert another image in the current printing task.

#### ► Add size

Insert another printing size in the current printing task when proper printer connected.

#### ► Apply setting

Administrator can editing YMCD index of picture once and copy to another picture, steps as below:

**Step 1:** editing YMCD index of **Picture A**

**Step 2:** after editing, press **Hold setting**, system will keep this record.

**Step 3:** choose another picture and press **Apply Setting**, done.

#### ► Search

Search photo by number.



# Operation Flow Manual

## Feature Introduction (Photo preview)

### ► Change view

Screen switch *Photo Preview* and *Image Editing*



<<Second page: Photo Preview >>



<<Third page: Image Editing >>

### ► Main Menu

Screen switch *Photo Preview* and *Task Scheduling*



<<Second page: Photo Preview >>



<<Main page: task scheduling >>

### ► Close

Avoid this job, cancel this task.

### ► Zoom in/Zoom out

Zoom in/out function for picture frame (not picture), the picture frame display available printing area.

### ► Rotate 90 / -90

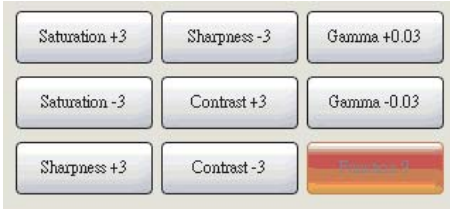
Rotate function for picture.



## Operation Flow Manual Feature Introduction (Photo preview)

### ► Function Group

Administrator can set function hot key on the screen depending on user behavior, the value can be changed in the *Main Page / Hot Key* section.



### ► Priority Print

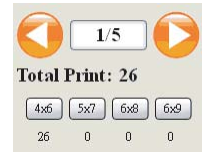
First Printing Priority, system will insert the current job on the top of whole schedule.

### ► Print

Post this job to task scheduling and wait for printing automatically.

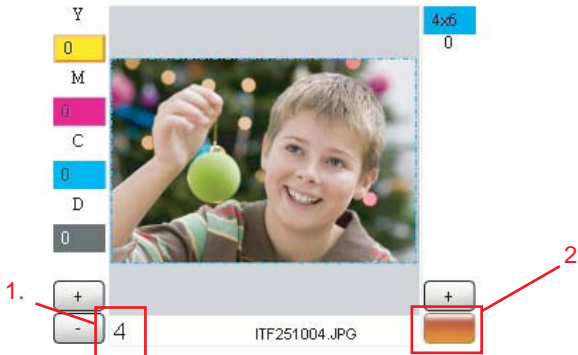
### ► Information Dialogue

Information about printing amount which categorized by different size of this job.



### ► YMCD & Quantity

1. adjustment button for YMCD, support Function hot key.
2. adjustment button for printing quantity, support Function hot key.



### ► Arrow keys panel

Adjusting tool for picture frame.



## Operation Flow Manual Feature Introduction (Image Editing)



### Description

#### ► Apply Setting

Administrator can editing YMCD index of picture once and copy to another picture, steps as below:

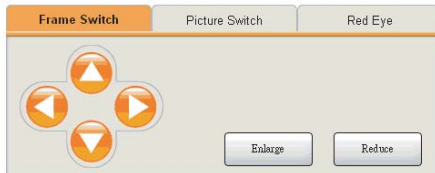
**Step 1:** editing YMCD index of **Picture A**.

**Step 2:** after editing, press **Hold setting**, system will keep this record.

**Step 3:** Press Next and choose another picture, press **Apply Setting**.

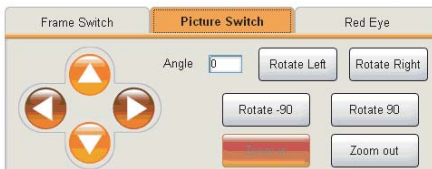
#### ► Frame Switch

Administrator can use this panel to adjust picture frame, the picture frame is used to show available printing area.



#### ► Picture Switch

Administrator can use this function for adjusting image.



## Operation Flow Manual Feature Introduction (Image Editing)

### ► Red Eye

Red eye correcting, system will show target section and administrator need moving it before press Apply button.



<<Third page: Image Editing >>

### ► Main Menu

Back to Main Page, the task will remain in the system until cancel by demand.



<<Main page: task scheduling >>

### ► YMCD & Quantity

1. adjustment button for YMCD, support Function hot key.
2. adjustment button for printing quantity, support Function hot key.

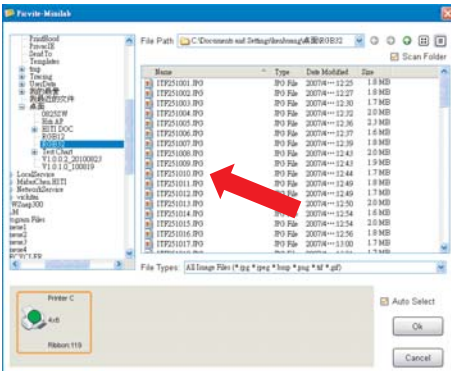
## Operation Flow Manual Standard Operation Procedure

**Step 1:** Choose Demanding Paper Size and Press **OpenFile**.

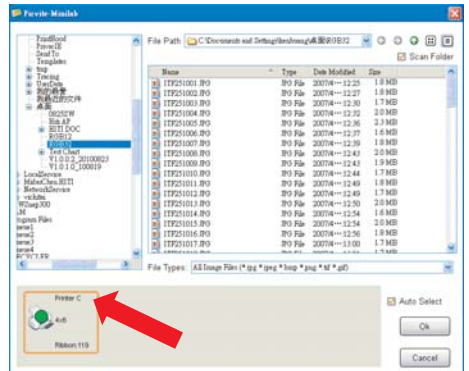


If you would like to print ID Photo or Fun Photo, Please use Template Border and press Browse button to pick ID / Fun Template before Step 1 finish.

**Step 2:** Import and choose Images.



**Step 3:** Choose propose printer.



**Step 4:** Photo Preview Screen, Quickly Images adjusting, if some images needs fixing, press Change View.



**Step 5:** Photo Editing Screen Entry, more adjusting and press Change View to back Preview Screen.



**Step 6:** Press Printing or Priority Print, All procedure finish.