



Register, prepare the PC and install the Print Agent

Before you start

- ✓ Connect the printer to the PC and switch the printer ON.
- ✓ Make sure the Windows PC has a working internet connection.

1 Register and log in to your AutoPrint account

Create the shop account, verify email OTP, then sign in.

Register

Email OTP



Login

Secure access



Dashboard

Control panel

Important

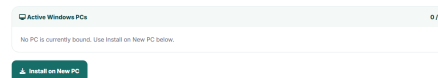
Use the same registered account on the PC where the printer will be installed.

2 Open Print Agent from the left control panel



Click Print Agent after login.

3 Click Install on New PC



The installer file downloads directly to the PC.

4 Run the downloaded installer as Administrator

1 Open Downloads

Find the downloaded setup file



2 Right-click file

Choose Run as administrator



3 Allow permission

Click Yes in Windows prompt



4 Select printer

Choose only when multiple printers exist

One-click installation behaviour

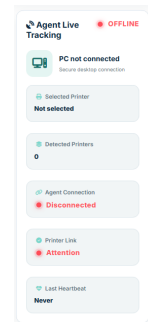
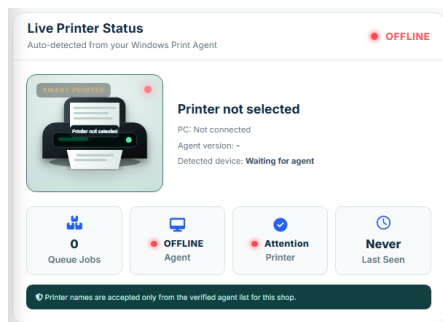
If only one compatible printer is connected, the installer can select it automatically. If more than one printer is available, choose the correct printer during setup.

Restart, verify online status and save shop settings

5 Complete installation and restart the PC

- ✓ Finish the installer, close open work, and restart Windows.
- ✓ After restart, log in to the same AutoPrint account.

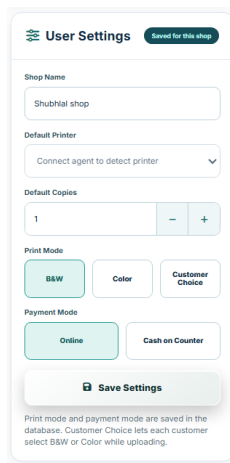
6 Verify that the Agent and Printer show green online status



- Agent Online
- Printer Ready
- Connected
- Heartbeat Live

Reference images may show the initial offline state. After installation, the same indicators should turn green.

7 Configure User Settings and save the shop defaults



Recommended setup order

- 1 Select the detected printer from Default Printer.
- 2 Choose the default number of copies.
- 3 Select B&W, Color, or Customer Choice.
- 4 Select the payment mode.
- 5 Standard accounts should keep Cash on Counter as the default.
- 6 Click Save Settings and wait for the saved confirmation.

All done - run one test order

Scan the shop QR from a mobile phone, upload a small test file, review the preview, choose the available payment method, and confirm that the order reaches the print queue.

Keep Order ID available for troubleshooting or support.

If status stays offline

Check internet, confirm the printer is powered on, restart the PC once, reopen the Print Agent page, and verify that the correct shop account is logged in.