

Intelligent Shipper’s Silent Printing Quick Guide

In Intelligent Shipper navigate to Maintenance > Silent Printing and select “Download Silent Print Application”. Once the application is downloaded the Registration and Profiles screen will open automatically.

To create a Silent Print Profile, complete the following steps:

1. Enter the email address you use to login to Intelligent Shipper.
2. Enter the password you use to login to Intelligent Shipper.
3. Enter a profile name for the Silent Print Profile (this will be displayed in the Intelligent Shipper Silent Printing screen). The field will be populated with the name of your PC by default, and you can change this to name of your choice.
4. Tick the “Share This Profile” box to make the profile available to other users.

5. Enter a description for the Silent Print Profile (this will be displayed in the Intelligent Shipper Silent Printing screen).
6. Select the required proxy configuration. The “Default” option will be selected automatically and can be changed if needed.
7. Once values have been entered in all fields select “Register / Create Print Profile”. Your Silent Print Profile will be created and available for selection in the Intelligent Shipper Silent Printing screen.

Profile Name	Description	Shared Profile	Active	Created	Select	Edit
Download Documents	Download Documents for Printing Later	✓	✓	29 Sep 2017 10:45 by System	Select Profile	
Prompt Me When Printing	Prompt user with a Printing Dialog	✓	✓	29 Sep 2017 10:45 by System	Select Profile	
INTPROJ009LT		✓	✗	31 May 2018 11:49 by Laura Price	✓	Edit Profile
My Silent Print Profile		✓	✓	01 Jun 2018 14:22 by Laura Price	Select Profile	Edit Profile

8. Clicking “Select Profile” will set the Silent Print profile as your chosen print profile in Intelligent Shipper.