

Chapter 3 Quiz

Fill in the blanks

1. What are the different types of accounts in Equitrac Express or Equitrac Office? _____

2. Where do you enable Department Charging? _____
3. When you create a user, what are the minimum fields that must be filled in? _____

4. How do you restrict users to use specific Billing Codes? _____

5. List three methods to assign users to a department? _____

6. What are the different types of pricing? _____

7. How many Price Lists can be assigned to a printer? _____ Which one takes precedence? _____

8. What are the two steps required to assign a color quota to a user? _____

9. Why is it dangerous to use the **Disable Copy on devices once quota exceeded** option? _____

10. How do you configure three rules and assign them to a printer port (for example, can't print web pages, offline redirect, only for member of a department)? _____

11. When setting access permissions, what do you need to create first? _____
12. What is a custom report? _____

13. What types of tasks can be scheduled? _____

