

Asset registration – Setting the monitoring status

Individual registration

For a specific customer go to the customer overview page

In the devices table the number of devices managed and unmanaged will be shown

Newly discovered devices by default will be set to unmanaged

Click the [Total Devices](#) link

The screenshot shows the EKM Insight Portal interface. At the top, the user is logged in as 'Hello, almevesseller'. The main header indicates the customer is 'Local Test2 - ekmttestportal'. The left sidebar contains navigation links: Recorders, Customers, Monitors, EKM Insight Portal, and a Customer menu. The main content area is divided into several sections:

- Devices:** A table showing 12 managed devices, 0 unmanaged devices, and 12 total devices.
- Customer Details:** A form showing customer information: Status (Active), Address (15 Main Way, Warrimiser, BA12 5FC, UK), Contact Name (Ian Silvester), Contact Email (ian.silvester@ekmglobal.com), and Contact Telephone (0162 420671).
- Indicative Assembly Usage:** A bar chart showing device counts by month from May 2019 to May 2020. The chart is color-coded by assembly type: Mono (A4-equivalent) in grey and Colour (A4-equivalent) in blue.
- Alert Management Configuration:** A table showing alert status for various devices. It includes columns for Monitor Name, Remote Application, Version, Status, Presence, Last Updated, and Alert Management Configuration. The table shows 3 rows of data.
- HP Smart Devices Services:** A table showing the status of HP Smart Devices Services for various devices. It includes columns for Monitor Name, Remote Application, Version, Status, Presence, Last Updated, and HP Smart Devices Services. The table shows 3 rows of data.

Red arrows point from the text instructions to the 'Total Devices' link in the sidebar, the 'Total Devices' table, and the 'Total Devices' link in the bottom right corner.

Asset registration – Setting the monitoring status

Individual registration

The current device monitoring status is shown in this table

Select the devices that you wish to change the monitoring status for by ticking the Select box next to the device and then clicking [Edit](#) (this will bring up a summary popup box)

Or select the [serial number](#) of the device to register / edit to see the full device details

Assets, Monitors, 100 Dots

Search

All Devices in Local Test2 - ekmttestportal

Device ID	Serial Number	Asset Name	Host Name	Manufacturer	Model	MTB Description	Zone	Monitor Status	Engine Cycles	30 Day Usage	Last Updated	HP S2S Status
1	0184-01000P	ub-lans-PC12501-650107963076	8880	HP	PagerWide Pro Mfp 4770w *	HP PAGEWIDE PRO 4770W MFP	Bone_HQ_Thor1	Fully enabled (managed)	119	0	14-Jan-2019 15:14:18	Consumable HP
1	4448B0240027E	1234-ABC	8880	Samsung	CLX-8800ND	Samsung CLX-8800 Series	Bone_HQ_Thor1	Fully enabled (managed)	8650	0	06-Aug-2018 16:43:59	Not an HP device
2	UVC0406887	1234-ABC	8880	Nyotora	ECOSYS M6026dn *	ECOSYS M6026dn	London	Fully enabled (managed)	1576	0	07-Jul-2017 17:13:23	Not an HP device
3	34707801.20707Y	Equipment Number	Unknown	Samsung	CLP-660N *	Samsung CLP-660 Series	London	Fully enabled (managed)	2229	0	07-Jul-2017 12:11:15	Not an HP device
4	AM6500746	Equipment Number	192.168.1.103	Nyotora	PS-6950 DN *	PS-6950DN	London	Fully enabled (managed)	13027	0	27-Dec-2017 12:08:25	Not an HP device
5	MFT400	Equipment Number	192.168.1.102	Lenmark	Optra T 554 N *	Lenmark Optra T504	192.168.11.254	Fully enabled (managed)	128464	0	07-Jul-2017 12:11:27	Not an HP device
7	MYS1C201V0406	Equipment Number	Unknown	HP	OfficeJet 7720 All in one *	OfficeJet 7720 series	192.168.11.254	Fully enabled (managed)	2293	0	07-Jul-2017 10:20:46	Unknown
8	0184-010338	Haustan001	192.168.1.195	HP	Color LaserJet Managed Flow MFP M572cm *	HP Color LaserJet Flow MFP M572	London	Fully enabled (managed)	579	0	May-2020 16:33:37	Consumable HP
9	MXC00003	Equipment Number	192.168.1.118	HP	LaserJet Enterprise 700 color MFP M775 *	HP LaserJet 700 color MFP M775	192.168.11.254	Fully enabled (managed)	4255	0	14-Jul-2019 14:11:13	Consumable HP
10	2070000355	Equipment Number	Unknown	Epson	WorkForce Pro WF-5900N *	EPSON WF-5900 Series	192.168.11.254	Fully enabled (managed)	3073	0	25-Oct-2019 15:55:29	Not an HP device
11	MXC00757H	Equipment Number	192.168.1.119	HP	Color LaserJet Enterprise MFP M775 *	HP Color LaserJet Enterprise MFP M775	192.168.11.254	Fully enabled (managed)	132	0	14-Jul-2019 17:13:25	Consumable HP
12	4278C780302NA	7	192.168.1.886	Samsung	CLP-660N	Samsung CLP-660	192.168.11.254	Fully enabled (managed)	12087	0	07-Jul-2017 17:13:25	Not an HP device

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Asset registration – Setting the monitoring status

Individual registration

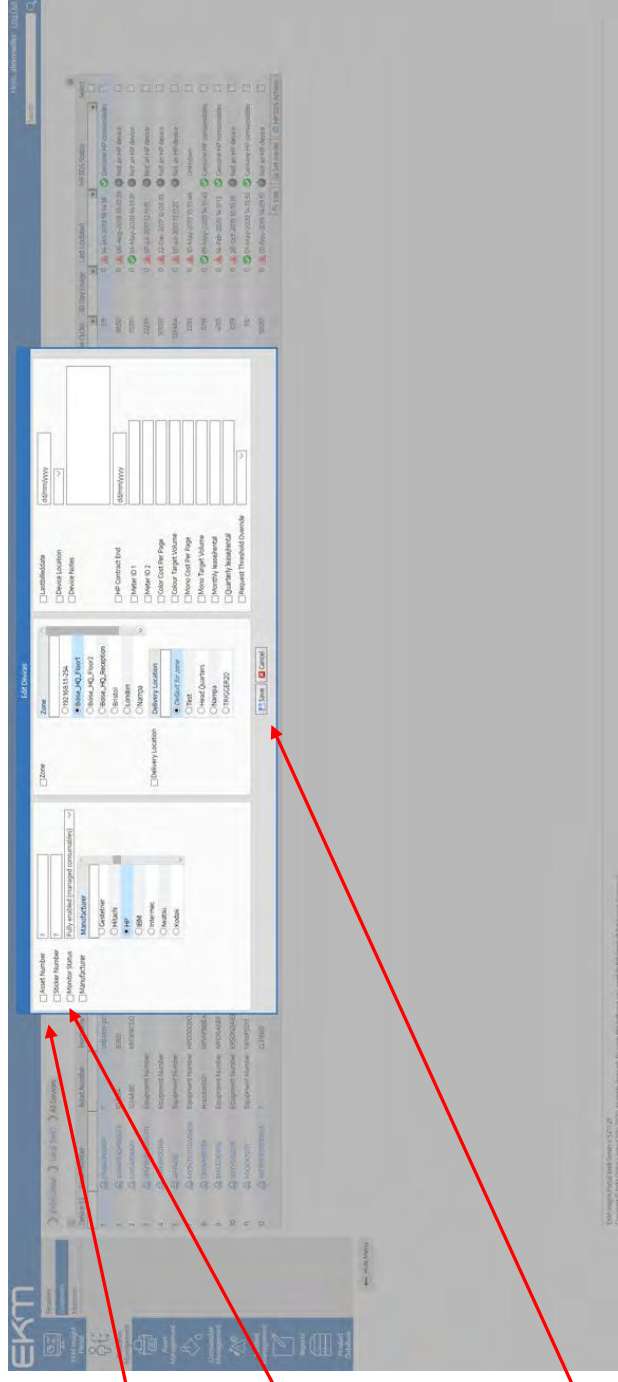
Device summary details are shown in this pop up box

Asset and Sticker information can be entered if required

Select Monitor Status to see options

- Fully Enabled
- Consumables only
- Reports only
- Disabled

Remember to press the [Save Icon](#)



NOTE: please see page 13 for the different status descriptions

Asset registration – Setting the monitoring status

Individual registration

Full device details are shown in these screens when the serial number is clicked

Select Monitor Status to see options

- Fully Enabled
- Consumables only
- Reports only
- Disabled

Remember to press the **Save Icon**

Asset and Sticker information can also be added here

The screenshot displays the EKM Insight Portal interface for device management. The top navigation bar includes 'Hello, alexreseller', 'Log Out', and a search bar. The main header shows the device ID 'CN84CHX00P' and the portal name 'ekmtestportal'. The left sidebar contains navigation links for 'Devices', 'Add New Device', 'Move & Change', 'Bulk HP SOS Actions', 'Customer Management', 'Asset Management', 'Consumables Management', 'Incident Management', 'Reports', and 'Product Database'. The main content area is divided into several sections: 'Device Details' (showing discovery date, serial number, IP address, hostname, MAC address, asset number, sticker number, manufacturer, model, SKU, MIB description, monitor status, zone, delivery location, and consumable key), 'Custom Data' (showing last billed date, device location, device notes, HP contract end, meter ID 1, meter ID 2, color cost per page, color target volume, mono cost per page, mono target volume, monthly lease/rental, quarterly lease/rental, and request threshold override), 'Latest Page Counts' (showing mono small, colour small, total small, mono (A4-equivalent), colour (A4-equivalent), total (A4-equivalent), mono pages, engine cycles, and last updated), 'Current Alerts' (showing no current alerts), and 'Current Consumables' (showing no consumables recorded). A red arrow points from the 'Serial Number' field in the 'Device Details' section to the text 'when the serial number is clicked'. Another red arrow points from the 'Monitor Status' dropdown menu to the text 'Select Monitor Status to see options'. A third red arrow points from the 'Save' icon (a blue square with a white checkmark) to the text 'Remember to press the Save Icon'. The footer of the page contains the EKM Insight Portal Web Server version and copyright information.

NOTE: please see page 13 for the different status descriptions

Asset registration – Setting the monitoring status

Individual registration

Asset Number, Sticker Number and Zone can also be set from this screen by clicking on the edit icon

It is recommended that the Asset Number is set to your unique identifier and that the Sticker Number is set to the customer's reference if required. The devices zone can be changed if alternative zones have been setup (see previous training)

Device Details	
Device ID	1
Discovery Date	06-Feb-2019 18:40:31
Serial Number	CN84CHX00P
IP Address	
Hostname	usbians-pc12350.ca50d7df7852307b
MAC Address	
Asset Number	?
Sticker Number	?
Manufacturer	HP
Model	PageWide Pro MFP 477dw (Auto-set)
SKU	D3QZ0B
MIB Description	HP PAGEWIDE PRO 477DW MFP
Monitor Status	Fully enabled (managed consumables)
Zone	Boise_HQ_Floor1
Delivery Location	[As per zone]
Consumable Key User	[As per zone]
Comment	

Custom Data	
Lastbilleddate	
Device Location	
Device Notes	
HP Contract End	
Meter ID 1	
Meter ID 2	
Color Cost Per Page	
Colour Target Volume	
Mono Cost Per Page	
Mono Target Volume	
Monthly lease/rental	
Quarterly lease/rental	
Request Threshold Override	

Current Alerts

There are no current alerts for this device.

Current Consumables

There are currently no consumables rec

Asset registration – Setting the monitoring status Batch method

For a specific customer go to the Customer overview page

In the devices table the number of devices managed and unmanaged will be shown

Newly discovered devices by default will be set to unmanaged

Click the [Total Devices link](#)

The screenshot shows the EKM Insight Portal interface. At the top, the user is logged in as 'Hello, alvareseller'. The main header indicates the customer is 'Local Test2 - ekmtestportal'. The left sidebar contains navigation links: Resellers, Customers, Monitors, EKM Insight Portal, Customer Management, Asset Management, Consumable Management, Incident Management, Reports, and Product Database. The main content area is divided into three sections: 1. A bar chart titled 'Indicative Monthly Usage' showing 'Managed (A4-equivalent)' (dark blue) and 'Unmanaged (A4-equivalent)' (light blue) devices from May 2018 to May 2020. 2. A table titled 'Devices' with columns for 'Managed Devices' (12), 'Unmanaged Devices' (0), and 'Total Devices' (12). 3. A detailed view of the 'Total Devices' link, showing customer details for 'Local Test2' (Contact: Ian Silvester, Email: ian.silvester@ekmglobal.com) and a table of device status. The device status table has columns for Monitor Name, Remote Application, Version, Status, Presence, and Alert Management Configuration. It shows three rows of data: 'Local Test2' (Status: Active, Presence: Online), 'Local Test2' (Status: Active, Presence: Online), and 'Local Test2' (Status: Active, Presence: Offline). A red arrow points from the 'Total Devices' link in the table to the 'Total Devices' link in the sidebar.

Asset registration – Setting the monitoring status

Batch method

The current device monitoring status is shown in this table

Select the devices that you wish to Set or change the monitoring status for by ticking the Select box next to the device you wish to Set

To Select all tick the box in the heading

Hi, alexreseller. Log Out

Search

All Devices in Local Test2 - ekmttestportal

EKM Global Local Test2 All Devices

Device ID	Serial Number	Asset Number	Hostname	IP Address	Sticker Number	Manufacturer	Model	Description	Zone	Monitor Status	Engine Cycles	30 Day Usage	Last Updated	HP SDS Status
1	01684CH00P	?	usbians-pc1250.cas50d0f7852207b		?	HP	PageWide Pro MFP 477dw	HP PACEWIDE PRO 477DW MFP	Boise_HQ_Floor1	Fully enabled (managed consumables)	119	0	14-Jun-2019 15:14:18	Genuine HP consumables
1	148481DQ400327E	ID 1234	8380	192.168.1.80	Model Number	Samsung	CLX-8380ND	Samsung CLX-8380ND	Boise_HQ_Floor1	Fully enabled (managed consumables)	8650	0	06-Apr-2018 15:10:59	Not an HP device
2	3KZ181BL2000137	Equipment Number	Unknown	192.168.1.88	Sploit	Kyocera	ECOSYS M6026cdh	ECOSYS M6026cdh	London	Fully enabled (managed consumables)	1576	0	01-May-2020 15:13:29	Not an HP device
3	3KZ181BL2000137	Equipment Number	Unknown	Unknown	Model Number	Samsung	CLP-600N	Samsung CLP-600N	London	Fully enabled (managed consumables)	27239	0	07-Jul-2017 12:11:15	Not an HP device
4	XM66800146	Equipment Number	Unknown	192.168.1.103	Model Number	Kyocera	FS-6950 DN	FS-6950DN	London	Fully enabled (managed consumables)	13037	0	22-Dec-2017 12:08:35	Not an HP device
5	4HFT408	Equipment Number	Unknown	192.168.1.12	Model Number	Lexmark	Optra T 614 N	Lexmark Optra T614	192.168.1.1-254	Fully enabled (managed consumables)	128464	0	07-Jul-2017 12:11:27	Not an HP device
7	MY561C70XW0406	Equipment Number	HP000D9023BCF	Unknown	Model Number	HP	Officejet 7710 All in one	Officejet 7710	192.168.1.1-254	Fully enabled (managed consumables)	2293	0	10-May-2017 10:10:46	Unknown
8	CNBN1B5338	Houston001	NPIAFBEA	192.168.1.95	location 23 - rear door	HP	Color LaserJet Managed FlowMFP	HP Color LaserJet Managed FlowMFP	London	Fully enabled (managed consumables)	5719	0	01-May-2020 15:13:37	Genuine HP consumables

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Hide Menu

Asset registration – Setting the monitoring status

Batch method

Once the devices to be Set or edited have been selected, click **Edit**

This process allows devices that should have the same settings to be Set as a batch in one action

The screenshot displays the EKM Insight Portal interface. At the top, there's a navigation bar with 'Hello, albertseller' and a 'Log Out' button. Below this is a search bar and a 'Search' button. The main header reads 'All Devices in Local Test2 - ekntestportal'. The left sidebar contains a 'Dashboard' section with links to 'Search', 'Preferences', 'Change Password', and 'About EKM Insight'. Below this is a 'Customer Management' section with icons for 'Asset Management', 'Consumable Management', 'Incident Management', 'Reports', and 'Product Database'. The main content area shows a table of 12 rows of device data. The table columns include: Device ID, Serial Number, Asset Number, Hostname, IP Address, Sticker Number, Manufacturer, Model, MIB Description, Zone, Monitor Status, Engine Cycles, Last Updated, and HP SDS Status. A red arrow points from the 'Edit' button in the bottom right corner of the table to the 'Edit' button in the bottom right corner of the table.

Device ID	Serial Number	Asset Number	Hostname	IP Address	Sticker Number	Manufacturer	Model	MIB Description	Zone	Monitor Status	Engine Cycles	Last Updated	HP SDS Status
1	CN86CH003P	?	uabians-PC12350.G5507853207B		?	HP	Pro MFP 477dw *	HP PAGEWIDE PRO 477DW MFP	Europe - HQ Floor1	Fully enabled (managed consumables)	119	0 14-Jun-2019 18:14:48	Genuine HP consumables
2	14848DQ40032E	ID:1234	8380	192.168.1.180	Model Number	Samsung	CLX-6880ND	Samsung CLX-6880 Series	Europe - HQ Floor1	Fully enabled (managed consumables)	8650	0 06-Aug-2018 18:10:59	Not an HP device
3	3M21B1B1.20007X	Equipment Number		Unknown	Model Number	Samsung	CLP-600N *	Samsung CLP-600 Series	London	Fully enabled (managed consumables)	22239	0 07-Jul-2017 12:11:15	Not an HP device
4	X4M680046	Equipment Number		192.168.1.103	Model Number	Myocera	P-5 6950 DN	PS-6950DN	London	Fully enabled (managed consumables)	15176	0 01-May-2020 15:13:29	Not an HP device
6	4TFJ48	Equipment Number		192.168.1.172	Model Number	Lamark	Gripa T 614 N	Lamark Optima T64	192.168.1.1754	Fully enabled (managed consumables)	128464	0 03-Jul-2017 12:12:27	Not an HP device
7	MY5ETG02V0405	Equipment Number	HP0005029BCSE	Unknown	Model Number	HP	Officejet Z70 series	Officejet Z700 series	192.168.1.1754	Fully enabled (managed consumables)	2293	0 10-May-2017 10:10:45	Unknown
8	CN8VH8513B	Houston001	NPIAFRBEA	192.168.1.155	location 23 - near door	HP	Color LaserJet Managed Flow MFP 4577cm *	HP Color LaserJet Flow MFP 4577cm *	London	Fully enabled (managed consumables)	5719	0 01-May-2020 15:13:37	Genuine HP consumables
9	MXCCD0513	Equipment Number	NPI06A6BF	192.168.1.118	Model Number	HP	LaserJet Enterprise X00 color MFP	HP LaserJet 700 color MFP M75	192.168.1.1754	Fully enabled (managed consumables)	4355	0 14-Feb-2020 14:11:13	Genuine HP consumables

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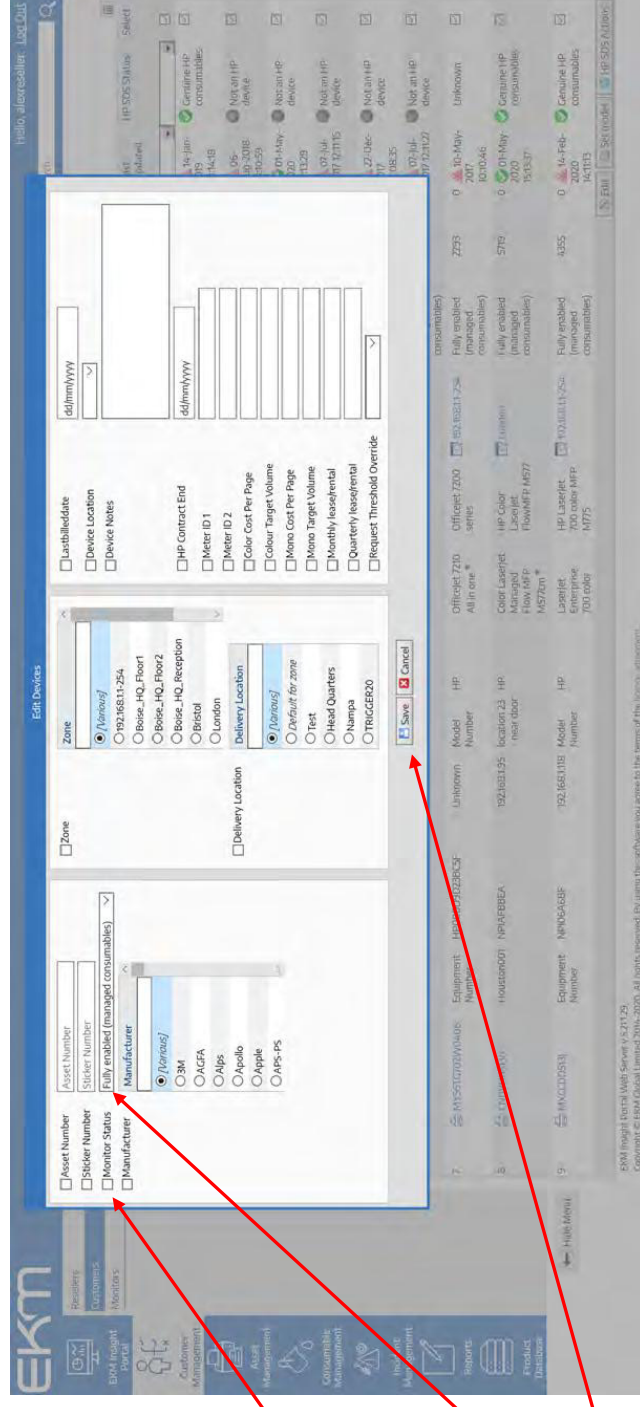
Asset registration – Setting the monitoring status Batch method

A dialog box opens
allowing several items
to be set for the
selected batch of
devices

Tick the box of the item
you wish to Set, in this
case the Monitor Status

Select the Monitor
Status required. In this
case Fully Enabled

Click **Save**



Asset registration – Setting the monitoring status

Batch method

Devices can have the following monitor status assigned:

Status	Managed status	Description
• Fully enabled	Managed	All features enabled
• Consumables only	Managed	Consumables management active, no alerting
• Reports only	Unmanaged	Only reports available, no active management
• Disabled	Unmanaged	All information suppressed

Asset registration – Setting optional device fields

Batch method

To set other optional device details follow the same process to set the item you wish to edit

NOTE: It is NOT recommended that you use this feature to set Asset or sticker number as all selected items will then be set to that value, to set multiple devices use the workflow method of registration

Asset Number
Sticker Number
Monitor Status
Manufacturer

Zone
Delivery Location

Device Location
Device Notes
HP Contract End
Meter ID 1
Meter ID 2
Color Cost Per Page
Color Target Volume
Mono Cost Per Page
Mono Target Volume
Monthly Lease Volume
Quarterly Lease Volume
Request Threshold Override

Custom Field 1
Custom Field 2
Custom Field 3

Save

Zone

Delivery location

Custom fields

(If created, in this case prices and target volume are shown)

Click Save

Asset registration – Setting device fields and status

Workflow method – Optional

Alternatively a workflow method is available to register your customer devices. This takes you through logical steps allowing device characteristics to be set *if required*

Go to Asset Management, Asset registration. Select the customer and press **search**. Select the devices you wish to register

Click **Register devices**

The screenshot displays the EKM Asset Registration - ekntestportal interface. The top navigation bar includes the EKM logo, a search bar, and user information (Halo, alexmccall - Log Out). The main content area is divided into several sections:

- Left Sidebar:** Contains navigation links for EKM Insight Portal, Customer Management, Asset Management, Incident Management, Reports, and Product Database.
- Search for devices pending registration:** A section with tabs for Customers and Monitors. The Customers tab is active, showing a list of devices with checkboxes for selection. The Monitors tab is also visible.
- Discovery Date:** A section with From and To date pickers.
- Table:** A table displaying device information with columns for Monitor, Zone, Serial Number, MAC Address, IP Address, Hostname, Manufacturer, MIB Description, and Discovery Date. The table shows two rows of data.
- Bottom Bar:** A bar with a 'Register devices' button and a 'Hide Menu' button.

Red arrows indicate the workflow steps: from the 'Asset Management' link in the sidebar to the 'Search for devices pending registration' section, then to the 'Customers' tab, then to the 'Register devices' button, and finally to the 'Register devices' button in the bottom bar.

The screenshot displays the 'Asset Registration - ekmsportal' interface. The main section is titled 'Set Device Details' and contains a form with the following fields:

- Number:** 144_1215 (with a dropdown arrow)
- Serial Number:** 144_1215 (with a dropdown arrow)
- MAC Address:** 000938F42D (with a dropdown arrow)
- IP Address:** 192.168.1.1 (with a dropdown arrow)
- Hostname:** 192.168.1.1 (with a dropdown arrow)
- VML Description:** VMware ESX-5.5 (with a dropdown arrow)
- VML ID:** 144_1215 (with a dropdown arrow)
- VML Name:** 144_1215 (with a dropdown arrow)

Below the form, there is a table with the following data:

Asset Number	Serial Number	MAC Address	IP Address	Hostname	VML Description	VML ID	VML Name
144_1215	144_1215	000938F42D	192.168.1.1	192.168.1.1	VMware ESX-5.5	144_1215	144_1215

A red box highlights the 'Set Device Details' section, and a red arrow points from the 'Set Device Details' section to the 'Set Device Details' section.

Asset registration – Setting device fields and status

Workflow method Step 2 – Optional

Step 2 in the workflow tells you that your previous page selections have been saved, and allows the Custom Fields, in this case:

- Cost per page
- Lease or rental costs
- Target Volumes

To be Set or entered

A **Set all** option lets all devices have the same value

Enter data required or just press **Save** to skip entry

Click **Save**

The screenshot shows the 'Set Custom Device Details' form in the EKM Asset Registration portal. The form is divided into several sections: 'Manufacturer', 'Device', 'Location/Status', 'Device Values', 'Lease/Target Volume', 'Cost per Page', and 'Monthly Assessment'. The 'Cost per Page' section is highlighted with a red box, and a red arrow points to it from the text 'Cost per page' in the instructions. The 'Lease/Target Volume' section is also highlighted with a red box. The 'Monthly Assessment' section is at the bottom of the form. The form includes various input fields for dates, numbers, and text, as well as a 'Set all' button. The bottom of the form has a 'Save' button and a 'Cancel' button.

Asset registration – Setting device fields and status

Workflow method Step 3 – Optional

Step 3 in the workflow allows the a model association in the product database to be adjusted if needed:

Tick the Select box if required.

Click [Set Model](#)

[Done](#) will skip this section

Changes here will only be required on rare occasions. An “” indicates the model has been automatically set.*

Asset Registration - ekmttestportal

Changes have been saved.

Set Models

Review the models for the devices below.
If a device model is incorrect, select the row and click the "Set Model" button to assign a model to the device. (Multiple devices of the same manufacturer may be selected and set simultaneously.)
Click "Done" when all devices have been assigned the correct models.

Monitor	Serial Number	MAC Address	IP Address	Hostname	Asset Number	Sticker Number	Manufacturer	Model
540_2305	0184000000	0015993FA20	192.168.1.86	ub-lane-pc12300-ASD01F8523070	?	?	HP	HP PAGEWIDE PRO 4770N MFP
1x142	A271B12F80006A	0015993FA20	192.168.1.86	CLP660	?	?	Samsung	Samsung CLP-660 Series

Model: (Multi-select)

HP PAGEWIDE PRO 4770N MFP *
CLP-660N *

Set Model

Cancel Back Done

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Asset registration – Setting device fields and status

Workflow method Step 3 – Optional

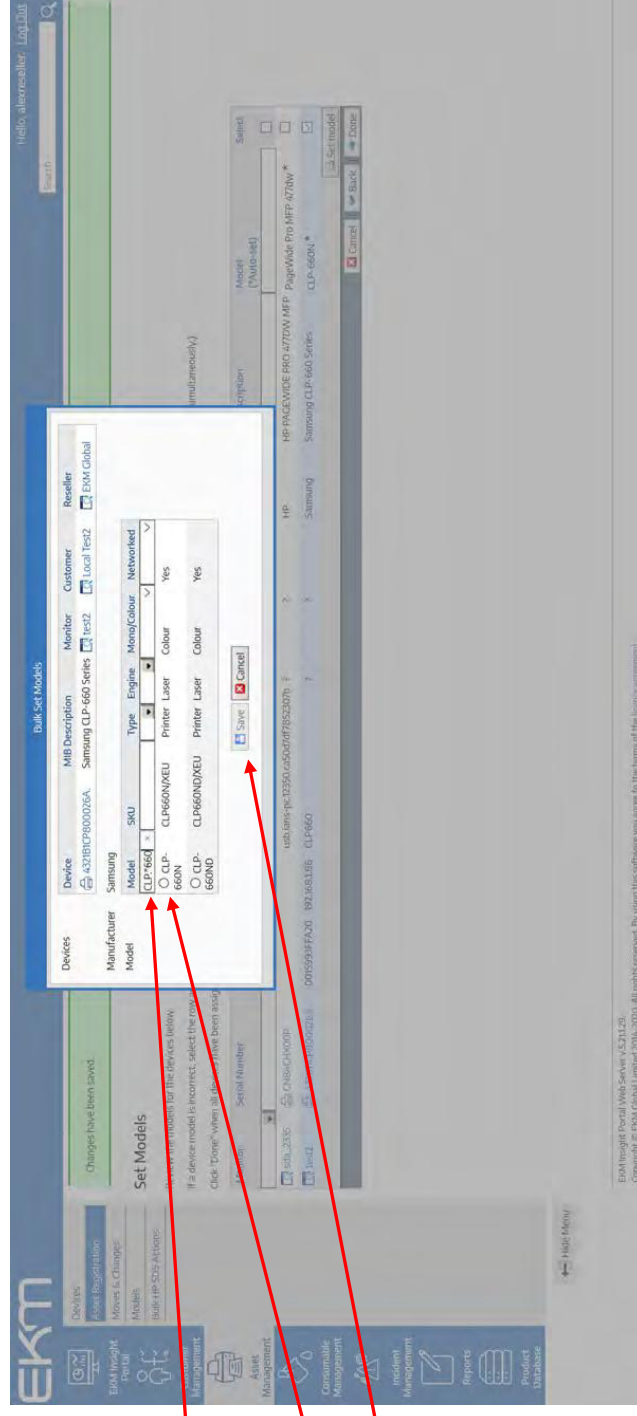
Step 3

Optional models matching the text description from the Device are presented

Check the model description required

Click **Save**

Changes here will only be required on rare occasions.



Asset registration – Setting device fields and status

Workflow method Step 3 – Optional

Step 3

Once complete click

Done to move to the set device consumables page

The screenshot shows the EKM Asset Registration portal. The top navigation bar includes the EKM logo, a search bar, and a user profile. The main content area is titled 'Asset Registration - ekmttestportal' and contains a 'Set Models' section. A red arrow points from the 'Done' button in the top right to the 'Set Models' button in the bottom right.

Set Models

Review the models for the devices below.
If a device model is incorrect, select the row and click the 'Set Model' button to reassign a model to the device. (Multiple devices of the same manufacturer may be selected and set simultaneously.)
Click 'Done' when all devices have been assigned the correct models.

Monitor	Serial Number	MAC Address	IP Address	Hostname	Asset Number	Sticker Number	Manufacturer	MB Description	Model (Auto-set)	Select
MSD_2135	C086A00000			usb-lans-pc-12350-c8600f7852307b	?	?	HP	HP DACEWIDE PRO A770W MFP	PageWide Pro MFP A770w *	☐
Test2	A27B1CP60006A	005593FFA20	192.168.1.86	CLP660	?	?	Samsung	Samsung CLP-660 Series	CLP-660N	☐

Buttons: Cancel, Back, Done

Set Model

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Asset registration – Setting device Consumables

Workflow method Step 4 – Optional

Step 4

Some devices have

Optional yield

capacities available. The

Set Device Consumables

step enables

alternatives to be

selected as the default

Click the **consumables**

icon to show the details
consumables screen

*Changes here will only
be required on rare
occasions*

The screenshot shows the EKM Asset Registration - ekmttestportal interface. The top navigation bar includes a search bar, user information (Hello, alexreseller, Log Out), and the title 'Asset Registration - ekmttestportal'. The left sidebar contains a 'Devices' section with links for 'Asset Registration', 'Moves & Changes', 'Models', and 'Bulk HP SDS Actions'. Below this is a 'Customer Management' section with links for 'Asset Management', 'Consumable Management', 'Incident Management', 'Reports', and 'Product Database'. The main content area is titled 'Set Device Consumables' and includes a sub-header 'Click the number in the "Consumables" column to view and edit the consumables for each individual device.' Below this is a table with columns: Serial Number, MAC Address, IP Address, Hostname, Asset Number, Manufacturer, Model, and Consumables. The table contains two rows of data. The first row has a serial number 'C184C1400D', MAC address '005993FFA20', IP address '192.168.1.66', hostname 'uolians-PC-D250', asset number '7', manufacturer 'HP', and model 'PageWide Pro MFP A770W'. The second row has a serial number 'A22BFC000006A', MAC address '005993FFA20', IP address '192.168.1.66', hostname 'CLP-660N', asset number '7', manufacturer 'Samsung', and model 'CLP-660N'. The 'Consumables' column for the first row shows '0' and for the second row shows '0'. A red arrow points from the 'consumables' icon in the sidebar to the 'Consumables' tab in the top right of the main content area.

Serial Number	MAC Address	IP Address	Hostname	Asset Number	Manufacturer	Model	Consumables
C184C1400D	005993FFA20	192.168.1.66	uolians-PC-D250	7	HP	PageWide Pro MFP A770W	0
A22BFC000006A	005993FFA20	192.168.1.66	CLP-660N	7	Samsung	CLP-660N	0

Asset registration – Setting device fields and status

Workflow method Step 4 – Optional

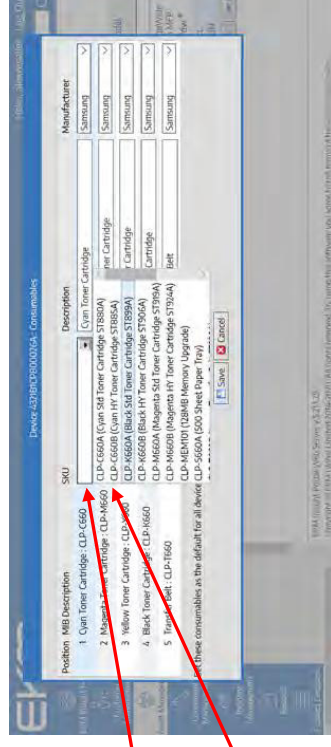
Step 4

Click on the dropdown next to the consumable default you wish to change

Click on the consumables you wish to use as the default

For example, this dropdown shows the high yield cartridge options

Changes here will only be required on rare occasions



Asset registration – Setting device fields and status

Workflow method Step 4 – Optional

Step 4

Choose the circumstances under which to use the selected default for this model
This can be

- No (ignore changes)
- Only this device
- Only this customer
- For all customers

Click [Save](#)

Changes here will only be required on rare occasions

Position	MIB Description	SKU	Description	Manufacturer
1	Cyan Toner Cartridge : CLP-C660	CLP-C660B	Cyan HY Toner Cartridge	Samsung
2	Magenta Toner Cartridge : CLP-M660	CLP-M660B	Magenta HY Toner Cartridge	Samsung
3	Yellow Toner Cartridge : CLP-Y660	CLP-Y660B	Yellow HY Toner Cartridge	Samsung
4	Black Toner Cartridge : CLP-K660	CLP-K660B	Black HY Toner Cartridge	Samsung
5	Transfer Belt : CLP-T660	CLP-T660B	Image Transfer Belt	Samsung

Set these consumables as the default for all devices of this model?

☒ Yes for the Reseller ERM Global
☐ No

[Save](#) [Cancel](#)

Asset registration – Setting device fields and status

Workflow method Step 4 – Optional

Step 4

Once complete click

Done

The screenshot shows the EKM Asset Registration portal. The top navigation bar includes the EKM logo, a search bar, and user information. The main content area is titled 'Set Device Consumables' and contains a table with columns for Serial Number, MAC Address, IP Address, Hostname, Asset Number, Sticker Number, Manufacturer, Model, and Consumables. A red arrow points from the 'Done' text in the previous block to the 'Done' button in the bottom right corner of the screen.

Serial Number	MAC Address	IP Address	Hostname	Asset Number	Sticker Number	Manufacturer	Model	Consumables
CN84CHX00P			usbians- pc12350.cs50d7f7852307b	?	?	HP	PageWide Pro MFP 477dw *	0
4321B1CPB00026A	0015993FFA20	192.168.1.86	CLP660	?	?	Samsung	CLP-660N	5 / 5

Asset registration – Setting device fields and status

Workflow method Step 5 – Optional

Step 5

To complete the process
press **Mark as
registered**

EKM Asset Registration - ekmttestportal

Complete Device Registration

Select the devices to mark as registered.
Any devices not selected will remain in the asset registration work-flow to be marked as registered later.

2 row(s)

Monitor	Serial Number	MAC Address	IP Address	Hostname	Asset Number	Sticker Number	Manufacturer	Model	Select
sda_2335	CN84CHX0P			usb-lans- pc12350.as50d7f7852307b	?	?	HP	PageWide Pro MFP 477dw *	☒
test2	4321B1CP800026A	001B993FFA20	192.168.1.86	CLP660	?	?	Samsung	CLP-660N	☒

Buttons: Cancel, Back, Mark as registered