

**From:** Chien Shih

**Sent:** Friday, July 12, 2013 7:27 PM

**To:** John Cognetta; Tom Dolen; Kari Elliott; Lisa Hocevar; Pat Hyland; Joe Moreau; Joe Lampo; Sharon Luciw; Bao Pham; Hector Quinonez; Linda Robinson; Dennis Shannakian; Daphne Small; Trung Thai; John Vandercook; Pam Wilkes; Jerrick Woo; Pat Hyland; Paul Starer; Donna Jones-Dulin; Peter Murray

**Subject:** ID card /ePrint project Update

**Importance:** High

Dear team members:

Preparation work is ongoing for July 22<sup>nd</sup> pilot test.

Please make sure we have students ready for July 23<sup>rd</sup> testing from both colleges.

Thank you.

Chien

**From:** Chien Shih

**Sent:** Friday, July 12, 2013 7:03 PM

**To:** John Vandercook; Joe Lampo; Sharon Luciw; Thomas Roza; David Jones; Susan Malmgren; Matt Rapczynski; Lisa Hocevar; Lester Lyons

**Cc:** Joe Moreau; Kevin McElroy; Hector Quinonez

**Subject:** FW: Update

**Importance:** High

Below is a quick status update of the delivery and updated progress toward the July 22<sup>nd</sup> pilot test.

At least two sets already landed in our shipping and receiving today, I will ask John to deploy them to Joe Lampo's area for software load and validation, there may be more coming on Monday, this first batch equipment is for support of the pilot test project, they should all be delivered to Joe's area. Total set of equipment should not exceed 4 set of printers and associate AIO stations and 4 independent AIO stations. I will pass additional equipment information to everyone when available from ePrint.

A support engineer will be onsite next Wednesday to start the installation process for pilot testing, additional support personnel will also be on site to support us during the pilot test event, the pilot test schedule should be on everyone's calendar now, vendor already confirm the schedule back to us, see email below.

I will need desktop team's support in Joe Lampo's area to work with ePrint engineer Wednesday to prepare the print stations. I will also need the location of the lab machines to have ePrint engineer to install the driver for our pilot test (discussed in our team meeting). Depends on the situation, ePrint engineer may need support of network when configure to connect to the internet, I will ask Joe Lampo to coordinate this with John of the support he needs, I do not think we need a lot of resources, primary focus will be to learn from ePrint and help to test the system internally.

Should you have any questions, feel free to let me know.

Chien

**From:** Chuck Hite [<mailto:chite@eprintit.com>]  
**Sent:** Friday, July 12, 2013 3:52 PM  
**To:** Chien Shih  
**Cc:** [jason.morsink@stjoseph.com](mailto:jason.morsink@stjoseph.com)  
**Subject:** Update  
**Importance:** High

\* H/W - I will send you available tracking info when I get home tonight

Tracking # Fedex  
534496971670  
534496971680  
This already delivered to Dave Jones' attention

\* S/W installation process – A member of our team will arrive next week on Wednesday to do installation and testing of all pilot units. We are arranging flights for departure Tuesday, July 16th, 2013 to be onsite for the 17th and will work Wednesday and Thursday. Friday (and the weekend) will be backup days in case extra time is needed.

\* Student setup and maintenance - Matt Rapynski/Mitch have this under control. They will automate & setup next week. Matt will provide us a sample list Monday of the export data. From there on we will test the full submission of the data. This will be completed next week but is not required for the pilot. It will be operational well before the roll out.

\* onsite support for pilot - Trevor Kinard (who you met in the past with Chuck when they visited your school) will be there July 22-23. As noted in a separate email, Trevor will need to leave before noon on the 24th.

\* onsite support for rollout – we will be providing onsite support for rollout as needed and as determined by the pilot. We will most certainly have an individual install and test all equipment prior to your 'go live' date. We will also have someone onsite during the early days of the rollout.

\* admin and student documentation – We have sent student documentation. Admin documentation will be sent in the next two weeks since you have agreed to wait for the revised Admin documents rather than getting the 'previous generation' documents which would look different.

\* student account payment – This is working and has been tested. As discussed on the call, students will be able to add funds at the kiosk when they swipe a credit card. This is the only method we provide for students to 'top up' their accounts, as web-based. We do not provide a web interface at present for students to do this from a web browser. This requirement is in our development pipeline and should be available in the not-too-distant-future.

\* admin tool for driver installation – our software team continues their work on this. As mentioned before, this will not be available for the pilot. It will be completed prior to the rollout.

Thank you,

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