# Quick Start Guide

English

# Prinergy Connect

Version **2.2**

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www.creo.com

# Prinergy Connect

Version 2.2

Quick Start Guide

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# What Is Prinergy Connect?

Prinergy is a PDF-based prepress workflow and content management tool that organizes prepress and plate production.

Prinergy Connect is a complete workflow management solution for commercial and publication printers. Tasks such as file optimization, trapping, proofing, imposition, archiving, job tracking, and film- and platemaking are automated and managed by the system for increased process control and productivity.

Prinergy provides an environment in which prepress operators can work individually or as a team to process incoming data for output as a digital image. It increases operator efficiency by providing a context for each job, tools to automate repetitive tasks, and status information to help tune the production process.

# About This Manual

This manual is designed to introduce you to Prinergy Connect and help get you up and running in the Prinergy system.

Use the manual:

- To learn about the main features of Prinergy
- To see pictures of Prinergy's main windows and to find out what each is used for
- To read an overview of the Prinergy workflow and workflow tasks.

If you have taken Prinergy Connect classroom training, you have covered all the information in this guide, but you can use it to refresh your memory.

## Who Should Use This Manual

This manual assumes that:

- You have a working knowledge of prepress operations
- You are familiar with the Macintosh® or Windows 2000 operating system
- All hardware, software, and network components of your Prinergy Connect system have been installed, configured, and are operating correctly.

## Where to Learn More

This section describes additional resources for learning about Prinergy Connect.

### Online Help

This manual provides a basic overview of Prinergy, but the online help will be your primary source of information.

Use the online help:

- To find step-by-step procedures for Prinergy tasks
- To find out how the options in any Prinergy window will affect your system
- To search for information about a topic or keyword.

**To access the online help:**

- Click the context-sensitive help icon  in any dialog box or window to display information about that dialog box or window.

  Or:

- From the **Help** menu in any Prinergy window, select **Help Contents**. Instructions for using the online help are available from the Welcome page of the online help.

## Classroom Training

Contact your sales representative about the Prinergy Connect operator training course.

## Prinergy System Administration Guide

The *Prinergy System Administration Guide* provides an overview of the Prinergy system and describes how to configure and back up your system. It also describes how to configure and use Prinergy Archiver.

# Key Features of Prinergy Connect

Prinergy Connect includes the following features:

- **Multi-server, multi-user environment**—Prinergy increases throughput by offering a multi-server, multi-user environment. Prinergy software can be distributed over numerous computers, and the interface allows multiple operators to work on multiple jobs concurrently.
- **Cross-platform software**—Prinergy Workshop, which is the software that operators use to create and run jobs, runs on both Macintosh and Windows computers.
- **Scalable architecture**—Prinergy's scalable architecture lets you expand your system as your prepress operation grows.
- **Automation of repeated processes—**Prinergy lets you save settings to automate repeated processes, saving time and reducing errors.
- **Reliable workflow**—Prinergy offers a reliable, predictable workflow based on the PDF format.
- **Page-based workflow**—As a page-based workflow, Prinergy allows you to manage and correct individual pages without rebuilding the entire job. The system can handle late-stage binding changes because pages are independent from imposition layouts.
- **Efficient troubleshooting**—Prinergy has enhanced troubleshooting capabilities due to the Oracle database that links errors to specific job elements.
- **Fast trapping**—Prinergy's vector-based trapper is significantly faster than raster-based trappers.

# New in This Version

This version of the Prinergy Workshop software includes many enhancements and new features. Non-licensed features are automatically included in a Prinergy system. A licensed feature is not automatically included. You must purchase a licensed feature to enable it in a Prinergy system. For more information, see your sales representative.



How to use these features is explained in Prinergy online help.

**Prinergy Update Utility** — A new user-friendly interface has been created for installing and upgrading to Prinergy 2.2. See the Prinergy 2.2 Upgrade Guide.

**Backing up to a file** — Sites that have purchased the Prinergy Online Backup option can now back up data either to tape or a file on disk. (Enhancement to currently licensable option.) For more information, see the Backing Up the Prinergy System chapter in the Prinergy System Administration Guide and Prinergy Administrator online help.

**Saved job settings** — Prinergy now remembers the settings that were entered for the last job created and displays those settings for the next new job. For example, job location, template job settings, import job settings, and job attributes are all saved. This can save time and prevent errors, particularly if you are creating many new jobs.

**New Creo Color Matcher** — The Creo Color Matcher is a batch colormatcher JTP that replaces the current Prinergy Color Matcher. The Creo Color Matcher is available as either a Basic or an Advanced Color Matcher. The Advanced Color Matcher is purchased as a site license.

**New Creo PDF Trapper** — The Creo PDF Trapper replaces the current Prinergy trapping software. In addition to existing features such as automated batch, manual and interactive trapping and editing, the Creo PDF Trapper offers improved functionality and a new user-friendly interface. There is a standard and an advanced batch trapping JTP. The standard version is designed for commercial printing requirements; the advanced version is intended for packaging needs.

The Trap Editor Acrobat plug-in comes in three versions: standard, advanced, and a free Trap Viewer. In addition to the Workshop online help information, see the Creo PDF Trapper Quick Start Guide and the Creo PDF Trapper help, available from the Help menu in Adobe Acrobat on your Prinergy 2.2 system. The quick start guide is also available on the Prinergy documentation CD.

**Treating colors as black** — This feature lets you turn on a Treat as Black option for colors (usually spot colors) in the color database. The trapper (JTP and plug-in) will then treat the color as though it was black. The settings in the Trap section of the refine process plan determine how Prinergy handles black objects. Available with the Creo PDF Trapper only.

**Detecting data in non-press color spaces** — Prinergy can now detect data that is in non-press color spaces such as RGB, L*A*B, and CIE. You can instruct Prinergy whether to ignore such data, warn you about it, or fail the job when it is found.

**Normalizer configuration file** — This feature allows a site to have more than one normalizer configuration file to meet different workflow needs, such as PostScript or OPI bypass. The name and location of the normalizer configuration file is specified in the refine process plan.

**Detecting CT/LW and TIFF/IT data** — Prinergy can now recognize CT/LW and TIFF/IT content during refining so that overprint modification and trapping will not be applied to that content downstream. This is useful for pages that contain both vector-based objects and raster-based content.

**Recombining separated data** — You can now create a composite PDF from a separated one so it can be color matched and trapped. (New license required.)

**Detecting PDF/X-3 Output Intents** — This feature warns if a PDF/X-3 input file contains OutputIntents. The OutputIntents value is recorded in the job history. Note that this happens automatically; you do not have to select an option to enable this feature. Available with the Creo Color Matcher only.

**Center page** — This new assignment mode uses the center of the page, rather than its lower-left corner, when assigning a page to a position in the imposition. This change eliminates image shifts on output when pages of different media sizes are reassigned in Prinergy Workshop.

**Adding to and subtracting from page geometry settings** — Operators can now enter amounts to add or subtract when specifying page geometry in the Set Page Geometry dialog box.

**Advanced Production Automation Editor** — The new APA Editor is a user-friendly interface that is designed to make creating and modifying APA files easier. Previously, you had to create and modify APA files in a text editor. (Enhancement to currently licensable option.)

**Adding and subtracting in the Advanced Production Automation (APA) file** — This feature lets you include simple addition and subtraction in APA files when indicating page assignments. (Enhancement to currently licensable option.)

**PDF Scaling and Rotation in Publish PDF and Vector Output** — This feature lets you apply scaling and rotation to Publish PDF and vector output so the resulting PDF is self-contained and consistent with other output types.

**Virtual Proof software on a PC** — Virtual Proof software is now available for the PC as well as for the Mac. Virtual Proof lets you preview a rendered file on screen. It is used to confirm imposition, registration, trapping, page backup, fonts, image placement, and color breaks on the screen. Virtual Proof for PC software supports transparent colors, an unlimited number of spot colors, a stronger zoom function, and the ability to save color definitions across multiple jobs. For more information, see the Virtual Proof for PC User Guide, available from the Help menu in the Virtual Proof software and the Prinergy documentation CD.

**Printing a Veris Certified proof** — The Creo Veris is a 4-up, table-top, digital contone contract proofer with automated media loading and unloading. You can use Prinergy and the Veris to print a Creo Certified Proof, which indicates to your customers that their proof has been correctly calibrated.

**New variable marks** — New variable marks have been added to identify the operator that created the output, the device, the Harmony medium, the ICC profile, the colors on a page, and colors on a surface. The new variable marks $ColorsOnPage and $ColorsonSurface will print the colors for a given page or surface and will help distinguish the colors in each layer if versioning is applied to the job.

**Text-file based imposition marks** — Some printers require a code to be placed on the imposed page that is used downstream in the manufacturing process. A new set of marks has been defined that allows the mark information for imposition objects to be retrieved from a text file associated with the imposition file.

**Non-linear/Linear Web Growth** — This is an enhancement to current web growth compensation to allow for split plates and compensation for shearing from misaligned cylinders. (Enhancement to currently licensable option.)

**Screening information recorded in history** — Screening information used for output will be recorded in job history for future reference. Information will include screen system, dot shape, screen ruling, screen angles for each color, and Maxtone settings.

**Tracking ink usage** — The feature allows you to generate ink usage reports by reading PPF files created with the PrintLink option. (Enhancement to currently licensable option.)

# Prinergy Product Family

The Prinergy product family includes the following :

**Prinergy Connect**—a full-featured Prinergy system for commercial and publications printers who need page processing, imposition, and film- or platemaking.

**Prinergy Direct**—an entry-level Prinergy system that accepts imposed input, and outputs to a range of proofing and output devices. Prinergy Direct offers a remote plating solution for multi-site Prinergy customers who have Prinergy Connect or Prinergy Powerpack or an economical Prinergy solution for printers who already have an imposition solution.

**Prinergy Powerpack**—a Prinergy system designed for offset, flexographic, and gravure packaging printers.

**Prinergy Newsrun**—a Prinergy system with newspaper-specific impositions and edition planning.

**Prinergy Publish**—a Prinergy system that is configured as a page preparation station. Prinergy Publish converts input files into production-ready format for use in a downstream platemaking workflow, often another Prinergy system.

## Related Products

**Synapse InSite**—a web interface that enables your customers to check the status of Prinergy print jobs, transfer files, and proof PDF files remotely via the Internet. Synapse InSite is included with Prinergy Powerpack and is an additional option for Prinergy Connect.

# What Kind of Files Can You Use?

## Input

You can input files with the following formats directly into Prinergy:

- PDF 1.2, 1.3, 1.4 (separated or composite)
- PDF/X-1a:2001, PDF/X-3
- PostScript Level 1, 2, and 3 (separated or composite)
- EPS (Encapsulated PostScript)
- DCS and DCS2 (both single and multi-file versions)
- PDF job tickets generated by qualified software

The following input formats are also supported if you have licensed the CEPS JTP:

- CT/LW (Brisque and PS/M 5.0 and later)— includes New, Native, and Handshake formats of CT and LW
- TIFF/IT-P1



**Note:** To use CT/LW files that are not output from Brisque, you must first use CEPSLink software to convert the files to PostScript.

You can mix composite and separated files in the same Prinergy job.



**Note:** Some Prinergy functionality, such as trapping and color management, is not available for color-separated files.

## Output

Prinergy supports the following types of output files:

Vector formats:

- PDF 1.3 (separated or composite, depending on input) (font outlining available if licensed)
- PostScript Level 3 (separated or composite, depending on input)
- PostScript Level 2 (separated) (font outlining available if licensed)
- Vector DCS 2 (font outlining available if licensed)
- PDF/X-1A:2001 (font outlining available if licensed)

Raster formats:

- Raster DCS 2 (screened or contone)
- Raster EPS (screened or contone)
- Virtual Proof (Virtual Proof software)
- Epson 5000 (screened)
- Epson 9000 (screened)
- Kodak Approval TIFF (screened)
- Kodak Approval EPS (screened)
- BMP (screened)

## PDF 1.4 and Transparency

PDF 1.4 files may contain a transparency feature that cannot be described in native form in PostScript or in PDF 1.3 and will not be processed by the Prinergy RIP.

For transparency to be represented in PostScript and PDF 1.3 files, use the original software to flatten the PDF 1.4 file to PDF 1.3 using the highest quality setting. Then the PDF 1.3 file can be input to Prinergy.

Or, input a PDF 1.4 file directly into Prinergy. Any transparency is detected and automatically flattened at the highest quality setting.

# Acrobat Plug-ins

Prinergy Connect may include the following plug-ins to Adobe Acrobat:

**DotShop Screening**—lets you view, select, and edit halftone screening in a PDF file.

**Geometry Editor**—lets you visually set the trim size for a page.

**Prinergy Distiller**—lets Acrobat Distiller users set options within a PDF file. Available from www.prinergy.com.

**Prinergy PrintXT Quark XTension**—solves the background colorized TIFF problem using PostScript level 3 technology. Available from www.prinergy.com.

**Separation Viewer**—lets you view the separations of a PDF page.

**Separation Repair**—lets you regroup separations that were incorrectly grouped during refining.

**Trap Viewer**—lets you view traps created by the Trap JTP during refining.

**Trap Editor**— lets you view, edit, and/or recreate traps created by the Trap JTP. The **Advanced Trap Editor** includes special features for packaging printers. Trap editing is licenced software.

**View Accelerator**—speeds up the display of a PDF page by using low-resolution (alternate) images.

**To start a plug-in:**

➢ Select the plug-in icon from the Acrobat toolbar.



For information on how to use the plug-ins, select **Plug-in Help** from the **Help** menu in Acrobat, and then select help for the plug-in that you want to use.

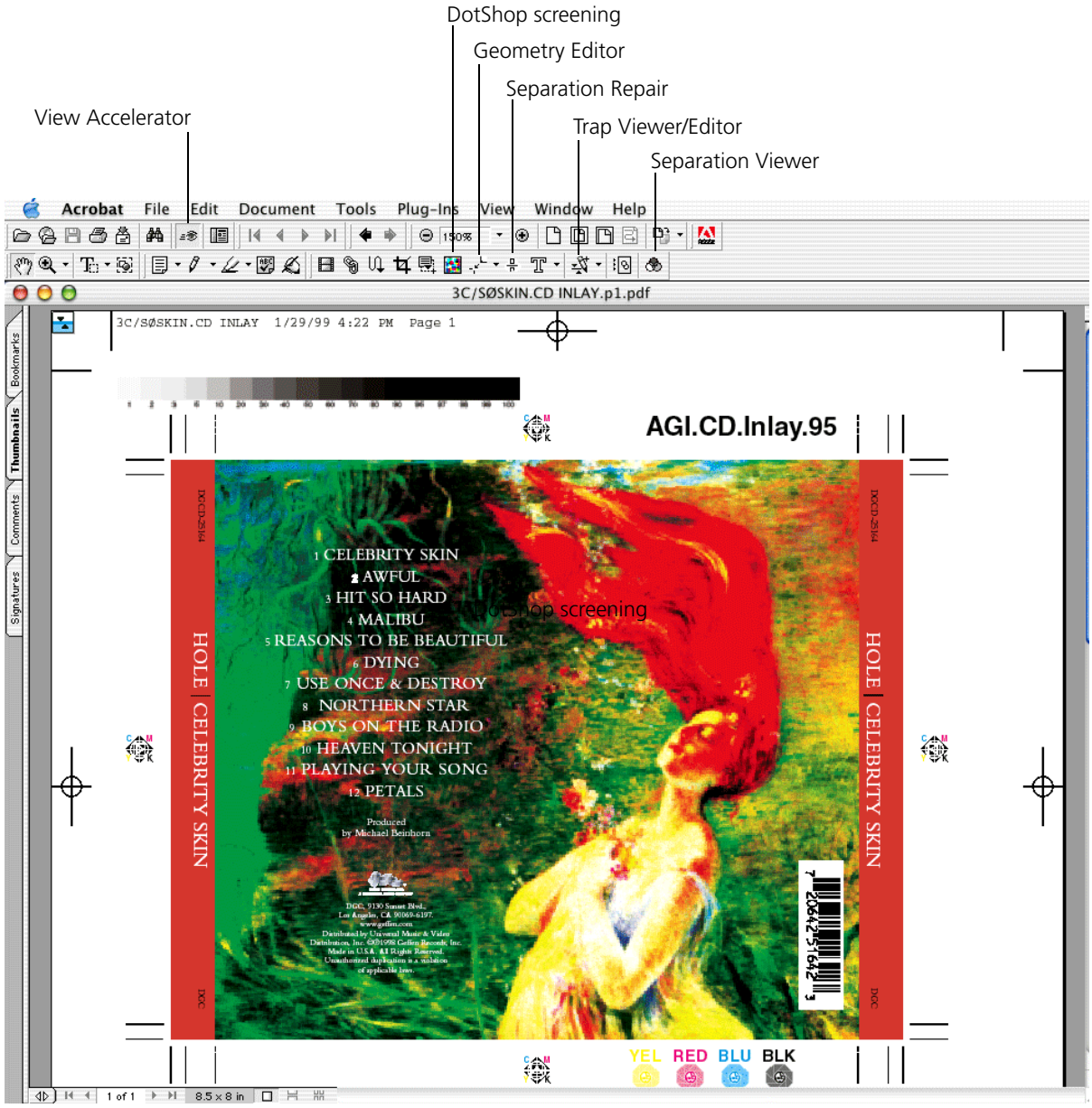



Figure 1: Prinergy's Adobe Acrobat plug-ins

# The Foundation: Adobe Extreme

Adobe Extreme provides the core technology for Prinergy. Extreme is a printing architecture that is designed to handle distributed processing and workflows and to optimize the prepress workflow. The main components of Adobe Extreme are:

- PDF file format
- Portable job tickets/Portable job ticket format (PJTF)
- Job ticket processors (JTPs)

## PDF File Format

PDF is a file format that can store images, text, and fonts for a page. PDF files are small and they perform reliably. PDF files are independent of any platform, operating system, authoring software, and output device.

## Portable Job Ticket Format

In the Extreme architecture, job control is handled by a job ticket, which is described by PJTF (portable job ticket format). A job ticket follows the file from job creation through the printing workflow to eventual publication. The job ticket contains job information and processing instructions that are updated as the job moves though the workflow.

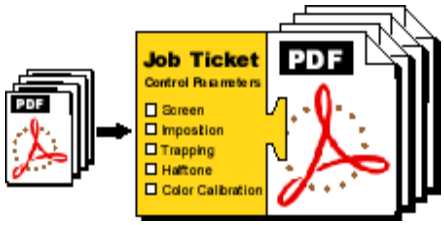



Figure 2: PDF with job ticket

## Job Ticket Processors

Job ticket processors (JTPs) are software components that perform specific actions on PDF files as part of an Extreme system. For example, the Normalize JTP converts PostScript files to PDF. JTPs interpret the information in a PJTF file to determine what work needs to be done then perform that work and rewrite the job ticket to indicate that the work has been completed.

For more information about Prinergy architecture, see the *Prinergy System Administration Guide*.

# The Parts: Client and Server

Prinergy is a client/server system. In a client/server system, client and server machines work together to perform the processing. The client/server combination increases the available processing power and uses it more efficiently.

The client software sends a request to the server software, which initiates the requested service, and then sends the relevant information back to the client software.

## Server Side

### Software

In Prinergy, the server software is called Prinergy Server and includes the following components:

- An Oracle database, which stores data about jobs in the Prinergy system and other related files
- Adobe Extreme, which includes JTPs
- Daemons, which are processes on the server that perform non-PDF processing



For more information about Prinergy Server, including the Oracle database, Adobe Extreme, JTPs, and daemons, see the *Prinergy System Administration Guide*.

### Hardware

There are potentially three types of server machines in a distributed Prinergy system:

- The primary server
- One or more secondary servers
- One or more tertiary servers

A Prinergy system can also include one or more file servers. A file server stores input files, but does not run any Prinergy software components or store any Prinergy job folders. A file server can be any machine that is visible to the Prinergy system.



**Note:** Input files can be stored on any file server that is networked to the Prinergy system.

**Primary server**—There is only one primary server. It is the main server machine in a Prinergy system. It contains all Prinergy Server components, including the job file information database. The primary server coordinates requests from Prinergy Connect Workshop and maintains the database. Prinergy primary and secondary server machines must run Windows 2000.

**Secondary server**—A secondary server is any server that is running Prinergy Server software, but is not the primary server. That is, it is running Prinergy Server software, but it does not store the database.

A secondary server can store some Prinergy Server components, such as JTPs, to facilitate distributed processing.

You can store jobs on the primary server, but you may want to store some or all jobs on one or more secondary servers to increase performance on the primary server.

**Tertiary server**—A tertiary server is a Windows 2000, Windows NT, or UNIX server that is part of the Prinergy network but is not running any Prinergy Server software components. It can be used to store jobs and input files. Tertiary server machines must run either Windows 2000, Windows NT, or UNIX.

## Client Side

### Software

In Prinergy, the client software side of a system is called Prinergy Connect Workshop. This is the main user interface to the Prinergy system. It lets you create, edit, and monitor jobs.

### Hardware

A client machine is any machine that runs only Prinergy Connect Workshop and not the Prinergy Server as well. Prinergy Connect Workshop runs on Windows 2000 and Macintosh OS 9.2, or 10.1.3 or later, as qualified by Creo. You can have any number of client machines in your Prinergy system; multiple client machines can access your system at the same time.

Figure 3 shows the hardware and software in the Prinergy system.

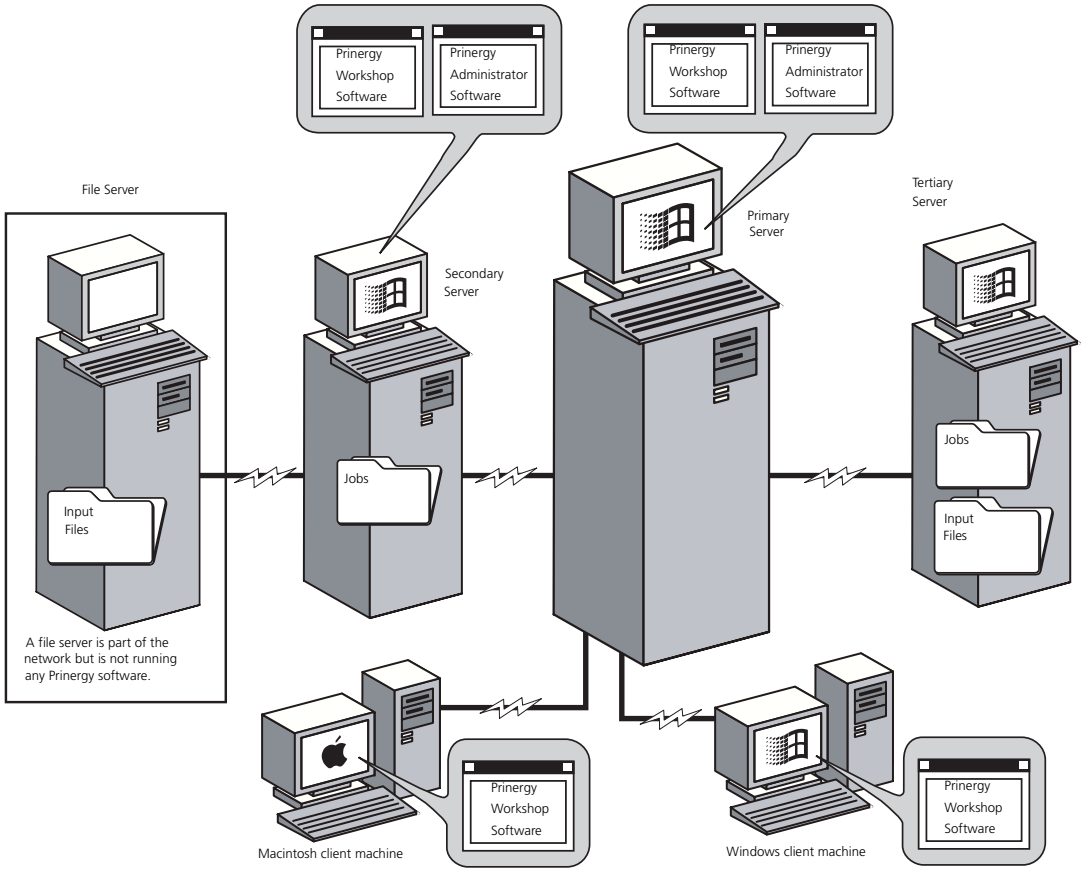



Figure 3: Prinergy server and client machines and software

# What's What in Prinergy Connect

Here is a brief introduction to the objects that you will work with in Prinergy Connect.

## Imposition Plan

An imposition plan is a file containing an electronic description of the marks, geometry, and layout of pages for one or more signatures. You import imposition plans into Prinergy in the Job Manager. You can have more than one imposition plan in a single Prinergy Connect job.

## Job

A job is a unit used to organize work in Prinergy. You create a job and add input files. Typically, you create a job for each publication that you want to print. The Job Finder displays a list of all jobs in your Prinergy system.

## Job Group

You can use groups to organize jobs. For example, if you produce a monthly magazine, you might want to create a group for it. Within the group, you could create separate jobs for individual issues. You can create groups within groups. The Job Finder displays groups and the jobs that they contain.

## Pre-Job

A pre-job is a unit used to organize work in Prinergy. You create pre-jobs in the **Pre-Jobs** view in the Job Finder. A pre-job is similar to a job, but is used differently.

You can use a pre-job in two ways:

- To import a previously exported job

  Create a pre-job, and then attach a hot folder with a link to an import process plan. When you drop an exported job (**<job name>.zip**) into the hot folder, Prinergy automatically creates a new job and adds the exported job elements.

- To store elements that are used in more than one job

  Create a pre-job and set the image search path to a folder containing the customer's logo and other frequently used images. Set the font search path to a folder containing the customer's converted fonts. When you

create a new job for the customer, copy the image and font search paths from the pre-job. The new job can then access the same images and fonts.

### Process Plan

A process plan is a collection of user-defined settings that tells Prinergy how to perform a process such as producing a loose page proof. For example, in a loose page proof process plan, you can specify the output device, resolution, scaling, size of media, orientation, sheet and page marks information, and so on.

Process plans automate repetitive workflow tasks, saving time and reducing errors. Process plans are created and edited in the Process Plan Editor. Like jobs, process plans can be organized into groups.

### Workflow Plan

A workflow plan is a sequence of process plans.

There are three types of workflow plans in Prinergy:

- Import, refine, and loose page proof
- Import, refine, and imposed proof
- Import, refine, and final output

Workflow plans are created and edited in the Process Plan Editor tool. To build a workflow plan, you specify a process plan for the individual processes that you want to include in the workflow plan—for example import, refine, and loose page proof. When you initiate the workflow plan, Prinergy executes the processes one after the other without further operator input.

## What to Do Now?

If you are a first-time Prinergy Connect user, read the rest of the *Prinergy Connect Quick Start Guide* and use the Prinergy online help as an aid to using the system.

2

# Getting Around

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# Getting Around in Prinergy Workshop

This chapter describes the main Prinergy Workshop windows and explains how to customize the windows and information displayed.

The main Prinergy Workshop windows are:

- **Job Finder**—to create jobs and groups and to open existing jobs. The Job Finder is the first window that appears after you start Prinergy.

  For more information, see *Job Finder* on page 24.

- **Job Manager**—to work on a job. The Job Manager appears when you select a job from the Job Finder. The Job Manager has five different views:

  - **Pages**
  - **Signatures**
  - **Separations**
  - **Storage**
  - **History**

  For more information, see *Job Manager* on page 25.

- **Queue Manager**—to view and manage processes. Start the Queue Manager from the **Tools** menu in the Job Finder or Job Manager.

  For more information, see *Checking the Process Queue* on page 90.

- **Process Plan Editor**—to create and edit process plans and workflow plans. Process plans and workflow plans automate repetitive workflow tasks. Start the Process Plan Editor from the **Tools** menu in the Job Finder or Job Manager.

  For more information, see *Setting up Process Plans* on page 36.

- **Color Editors (Global and Per-Job)**—to enter color definition information into the Prinergy Workshop color database. Start the Global Color Editor and Per-Job Color Editor from the **Tools** menu in the Job Finder or Job Manager.

  For more information, see *Editing Colors in the Database* on page 63.

See *Customizing the Workshop* on page 27 for how to customize the information that displays in the Prinergy Workshop windows.

# Starting Prinergy Workshop

**To start Prinergy Workshop:**

1. Double-click the Prinergy Workshop icon on your client desktop.

   The Connect to Prinergy Server dialog box appears.

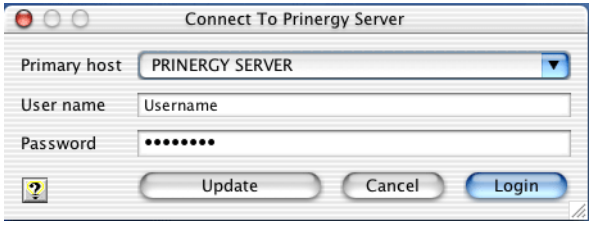



   Figure 4: Connect to Prinergy Server dialog box

2. In the **Primary host** box, select the primary server in your Prinergy system.
3. In the **User name** box, type your user name.
4. In the **Password** box, type your password.

   The text on the **Checking Update** button indicates that the system is checking this client's software against the primary server software. The tex on the button changes to indicate either **No Update** or **Update**.
5. Click the **Update** button to have the system automatically update Workshop software and Acrobat plug-ins on the client.
6. Click **Login**.
7. The Job Finder window appears.

You are now ready to use Prinergy Workshop.

# Job Finder

Job Finder is the first window that appears after you start Prinergy Workshop.

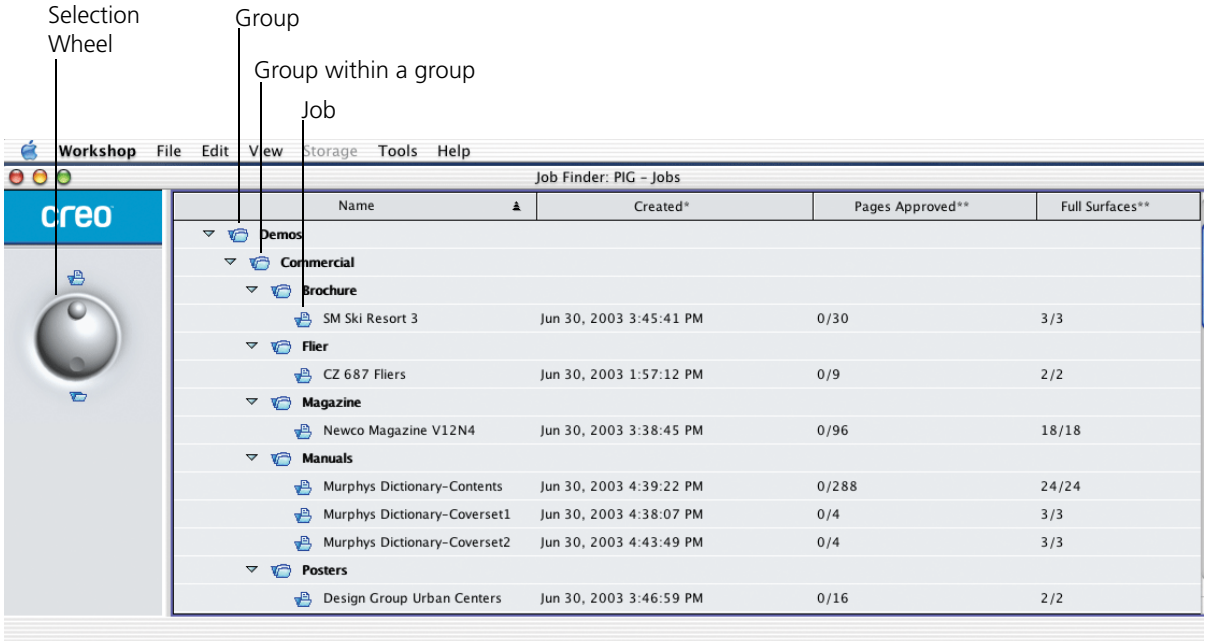



Figure 5: Job Finder

From the Job Finder, you can:

- Find jobs and rename jobs
- Create, destroy, and edit the attributes of jobs
- View jobs, pre-jobs, and groups
- Use the Selection Wheel to alternate between displaying jobs and pre-jobs.
- Double-click on a job or pre-job to display it in the Job Manager
- Initiate job commands, including archive, retrieve, and purge, on up to ten jobs at a time.

# Job Manager

The Job Manager opens when you double-click a job in the Job Finder.

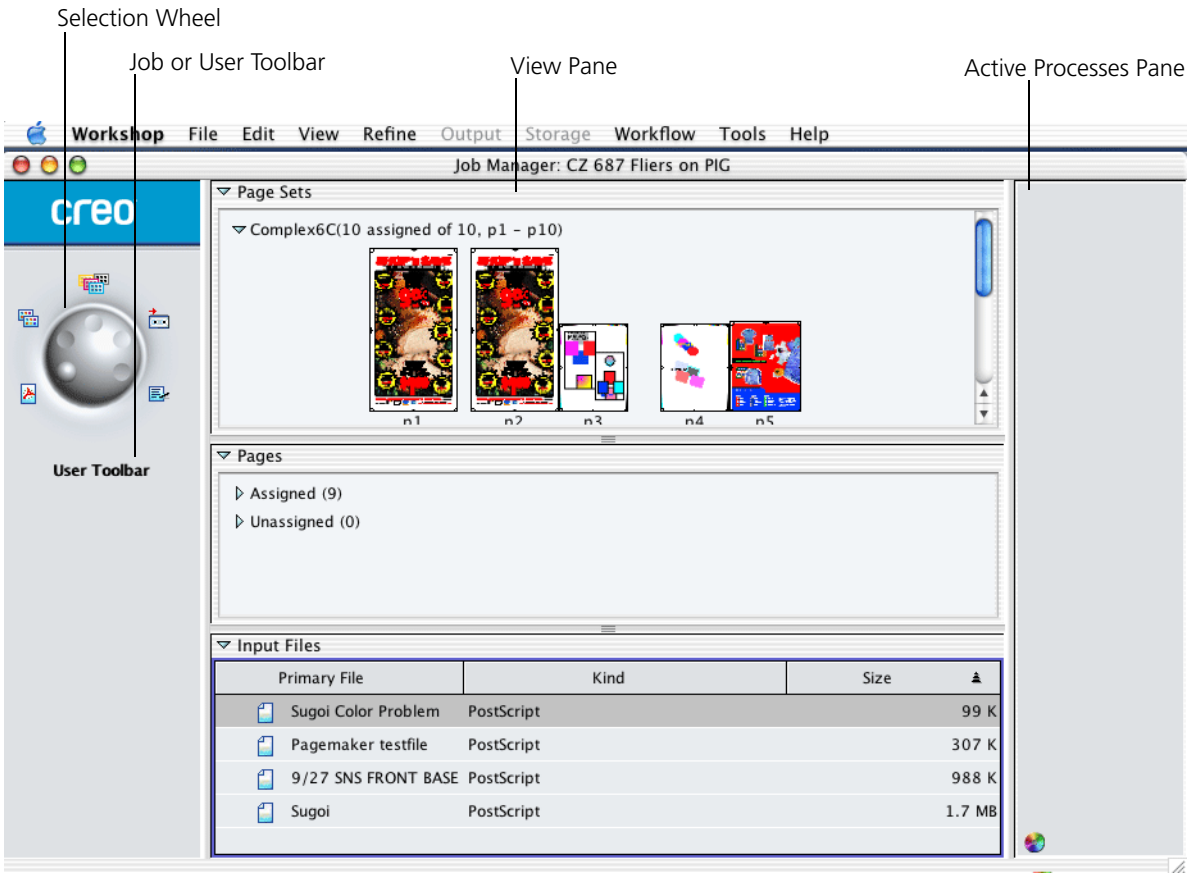



Figure 6: Job Manager

The Job Manager is where you will do most of your work with jobs. For example, you will use this window to add input files, import imposition plans, refine pages, assign pages to page sets or imposition plans, create proofs and final output, and so on.

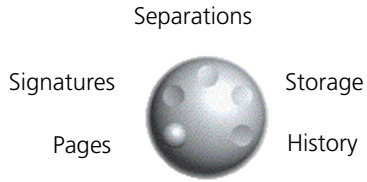



Figure 7: Selection Wheel

Using the Selection Wheel, you can change the contents of the **View** pane in the center of the Job Manager.

There are five different views that can appear in this pane:

**Pages**—displays information about input files, refined pages, and page sets. Use this view to add customer files, import imposition plans, refine input, assign pages to page sets, and make loose page proofs.

**Signatures**—displays information about input files, refined pages, and imposition plans. This view lets you perform many of the same tasks as the Pages view. Use the Signatures view instead of the Pages view when you want to see your job as an imposition layout, rather than a reader spread.

**Separations**—displays information about individual separations in a job. From this view, you can view, manage, and output individual separations.

**Storage**—lists all input files, PDF pages, and imposition plans that are part of a job and any miscellaneous files that were archived with the job. Use to check the storage status of job files and to archive, purge, or retrieve a job or specific job files.

**History**—use to view a detailed history of a job.

# Customizing the Workshop

This section explains how to customize Prinergy Workshop windows and information.

## Viewing as a List or As Thumbnails

In the **Pages** or **Signatures** view in the Job Manager, you can view pages as a list or as thumbnails. You may find the list view more compact and easier to work with once you are familiar with the system.

From the **View** menu, select **as Thumbnails** or **as List**. Thumbnails are low-resolution RGB images of the refined pages.

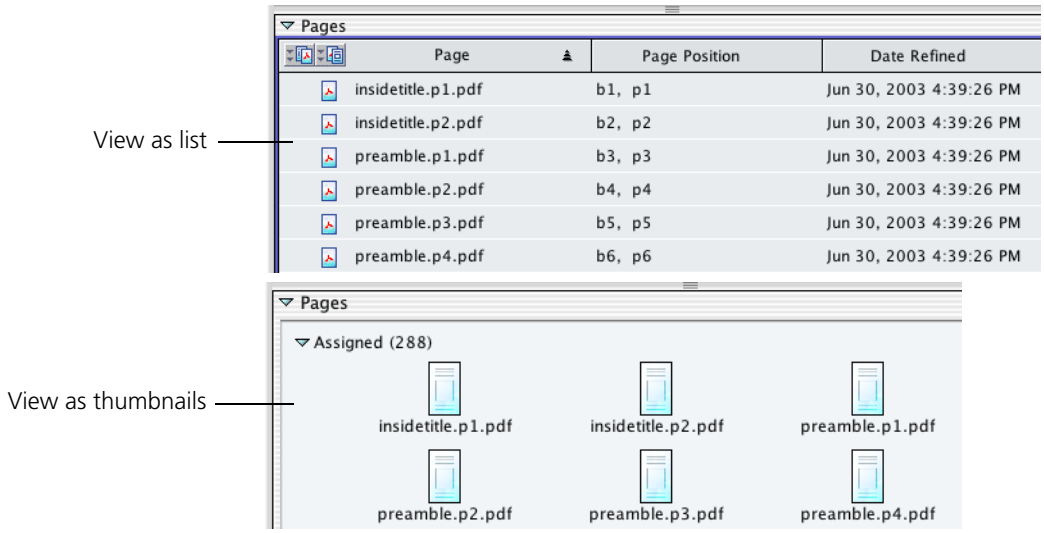



Figure 8: Viewing as a list or as thumbnails

The Workshop Preferences dialog box (select **Edit>Preferences**) contains options that affect how thumbnails display:

- Display large thumbnails
- Use default (blank thumbnails)
- Show an even number of thumbnails per row in all page views

For more information about setting Workshop Preferences, see *Setting Workshop Preferences* on page 32.

**Tip:** Thumbnails can be used to easily assign and unassign pages to a page set or imposition plan.

## Displaying and Hiding Columns

The **Visible Columns** menu option lets you choose which columns of information will appear in the Job Finder or in the different panes of the Job Manager.

1. In the Job Finder, select **Visible Columns** from the **View** menu.
2. In the Job Manager, select a pane, and then select **Visible Columns** from the **View** menu.

   The Visible Columns dialog box appears.
3. Select the check box for columns that you want displayed and clear the check box for the columns that you want hidden.

   New columns selected appear at the right side of the window.

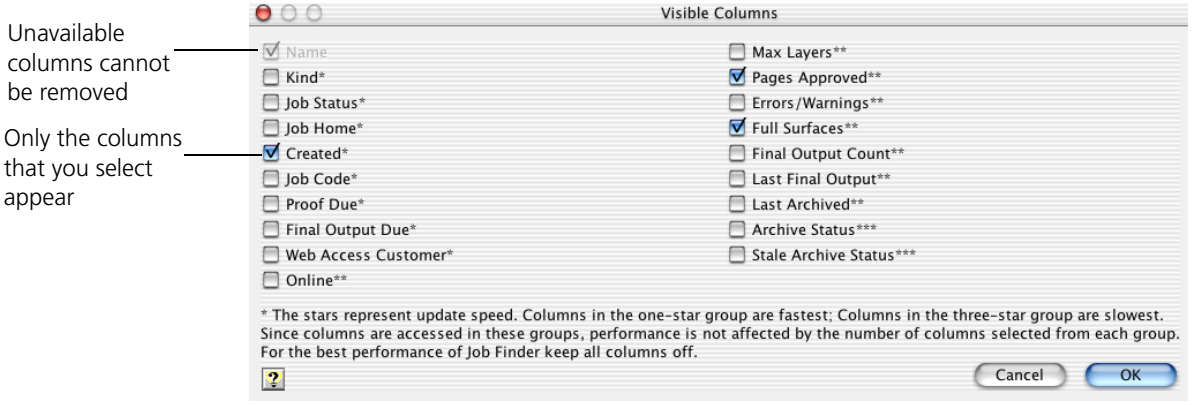



Figure 9: Visible Columns dialog box for the Job Finder

## Sorting Lists by Different Criteria

To sort entries in a list by different criteria, click on a different column heading. For example, click the **Page** column heading to sort by page name.

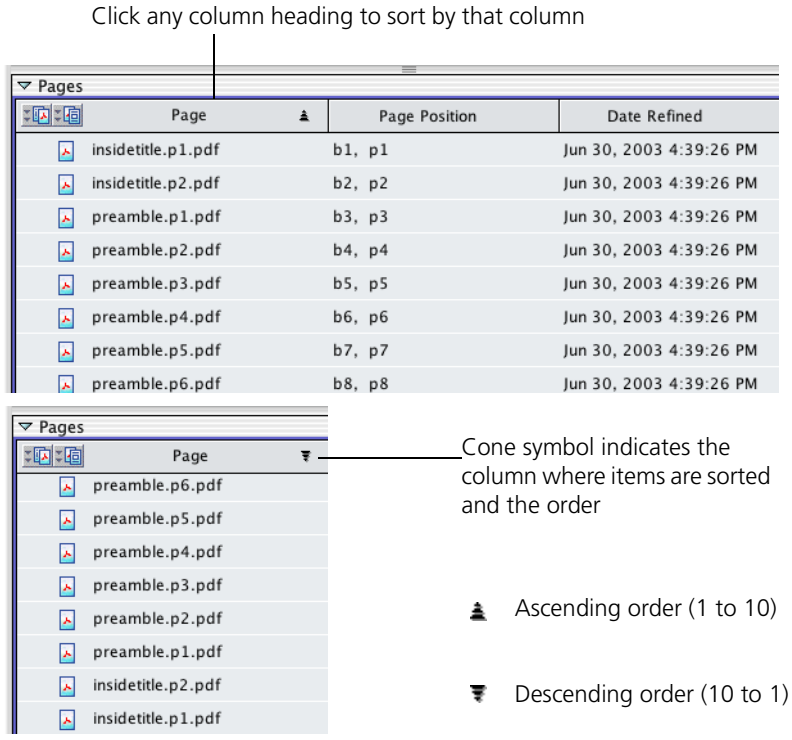



Figure 10: Sorting lists

## Clicking Triangles to Show or Hide List

To display a list, click a right-facing triangle. To hide a list, click the down-facing triangle.

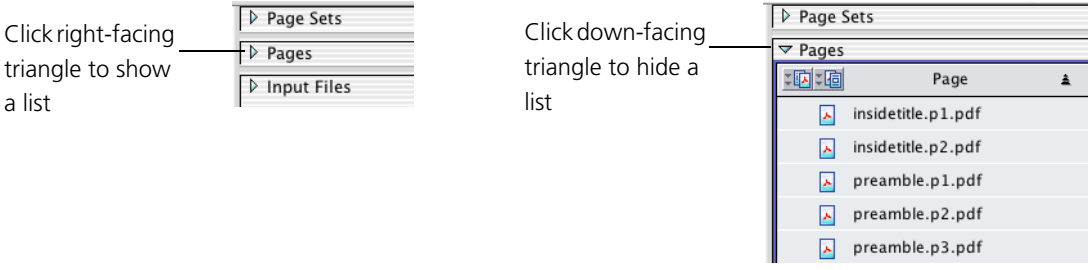



Figure 11: Showing and hiding lists

# Displaying Information About Elements

The **Get Info** menu option displays information about one element such as one job, PDF page, or input file. This option is available in the Job Finder and Job Manager.

For example, to see information about a job, highlight the job in the Job Finder, and then from the **File** menu, select **Get Info**. The Get Info dialog box appears, showing all job attributes and the size of the job folder and other job files.

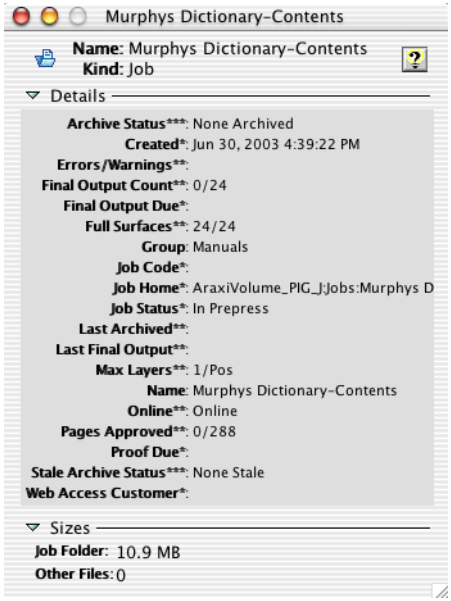



Figure 12: Get Info dialog box for a job

3

# Setting Up Prinergy

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Setting Up Toolbars for Process Plans....38
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# Setting Workshop Preferences

By modifying options in the Workshop Preferences dialog box, you can control how Prinergy displays information.

Because Prinergy saves workshop preference files by logon ID on the workstation, the system maintains your individual preferences even if you share a workstation with other operators. If you use more than one workstation, a unique workshop preferences file is saved on each one.

**To change the workshop preferences settings:**

1. Select **Preferences** from the **Edit** or **Workshop** menu.

   The Workshop Preferences dialog box appears.

2. Click on each of the three tabs in the Preferences dialog to access all of the preferences settings, then click **OK** to enter the changes.

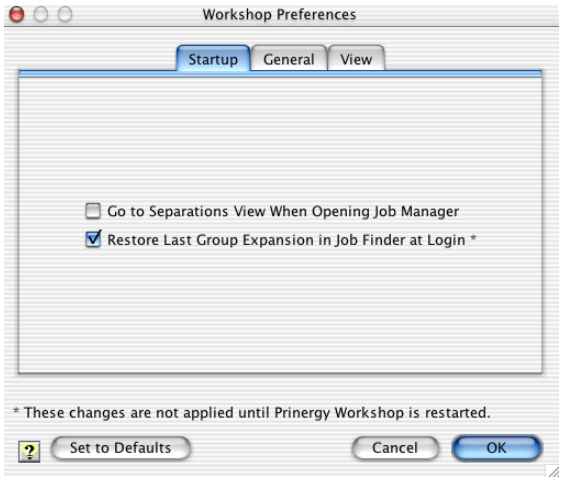



Figure 13: Workshop Preferences dialog box, Startup tab

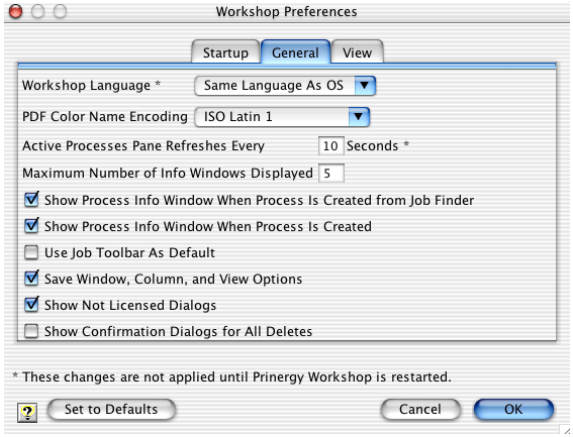



Figure 14: Workshop Preferences dialog box, General tab

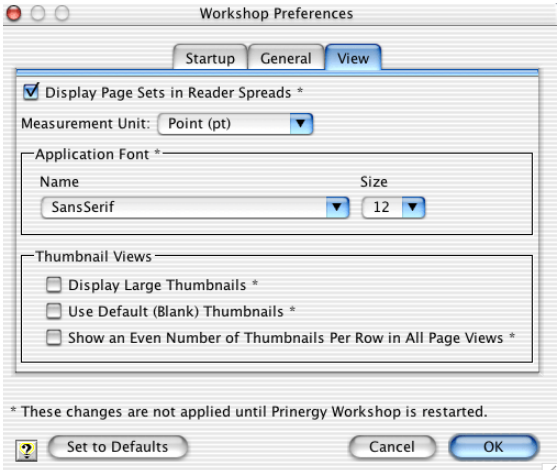



Figure 15: Workshop Preferences dialog box, View tab

For more information about Workshop preferences, see the Prinergy online help.

# Converting Fonts

Use font converters to convert font files into PFA (Printer Font ASCII) format for use by Prinergy.

If fonts are already embedded in input files, or if they reference only the base 193 Adobe fonts that are shipped with Prinergy in PFA format, you don't need to use a font converter.

If fonts aren't embedded in input files, font information must be embedded during the refine process. For font information to be embedded, fonts must be in PFA format, which is not a standard format that font vendors provide. The font converters change fonts to PFA format.

Prinergy includes two versions of the font converter:

- Global Font Converter
- Per-Job Font Converter

Both font converters operate the same way, but they place the converted files into different folder locations. Fonts converted by the Global Font Converter are stored on the home server and are available to all jobs. Fonts converted by the Per-Job Font Converter are stored in the job folder and are only available for the job.

**To convert a font:**

➢ In the Job Manager, select **Tools** then **Global Font Converter** or **Per-Job Font Converter**.



For more information about converting fonts, see the Prinergy online help.

# Pantone Color Library

The PANTONE library is a standard feature of Prinergy. The library consists of color definitions for over 15,000 PANTONE colors. When you add a file from QuarkXPress™, Adobe Illustrator®, or Adobe Photoshop® to Prinergy and refine it, Prinergy recognizes the PANTONE color name, matches it to the PANTONE color in the PANTONE library, and uses the color recipe from the PANTONE library.

When you install the PANTONE library, it is loaded into the Prinergy global color database. You can choose whether to load the CMYK or L* a* b* color system.

Your user-defined version of the PANTONE color takes precedence over the original factory version. However, the factory version remains in the database, even if you override it in the global color database, and if you delete your user-defined version, the factory version once again becomes visible. It's therefore impossible to eliminate a PANTONE color definition.



**Note:** The Global Color Editor and the Per-Job Color Editor don't store PANTONE colors, only user-defined colors. After you refine pages with PANTONE spot colors and optionally assign them to page sets with impositions (or manually add separations with PANTONE color names), the PANTONE color definitions appear in the dialog boxes or windows that list page colors or separations.

## PANTONE Library With Desktop Software

The PANTONE library is intended for use with files produced by QuarkXPress, Adobe Illustrator, and Adobe Photoshop, all of which contain the PANTONE library. The names of PANTONE colors used are captured in the files that are output from the software.

QuarkXPress, Illustrator, and Photoshop all add characters to the end of PANTONE color names. Prinergy knows the rules that each software uses to change PANTONE color names.

If you are processing a file in Prinergy that is produced by any desktop software other than QuarkXPress, Illustrator, and Photoshop, you must know the rules that the software uses to name the PANTONE colors to successfully use the PANTONE library in Prinergy.

# Setting up Process Plans

A process plan is a file containing a collection of options and parameters that tells Prinergy how to perform a process. Process plans can help you automate repetitive tasks. Because settings are predefined, using process plans saves time and provides consistent results.

Process plans are required for the following processes:

- Refining
- Loose page output (loose proof)
- Imposition proof output (imposed proof)
- Final output
- Importing
- Exporting
- Archiving
- Retrieving
- Purging

**To create or edit a process plan:**

- In Job Finder or Job Manager, select **Process Plan Editor** from the **Tools** menu.

  Or:

- Double-click the process plan in the Process Plan Editor.



**Note:** If the Process Plan Editor menu item is dimmed and has an [x] placed to it's right, you do not have user rights to edit process plans. User rights are set up in Prinergy Administrator. For more information about setting user rights, see the Prinergy Administrator online help.

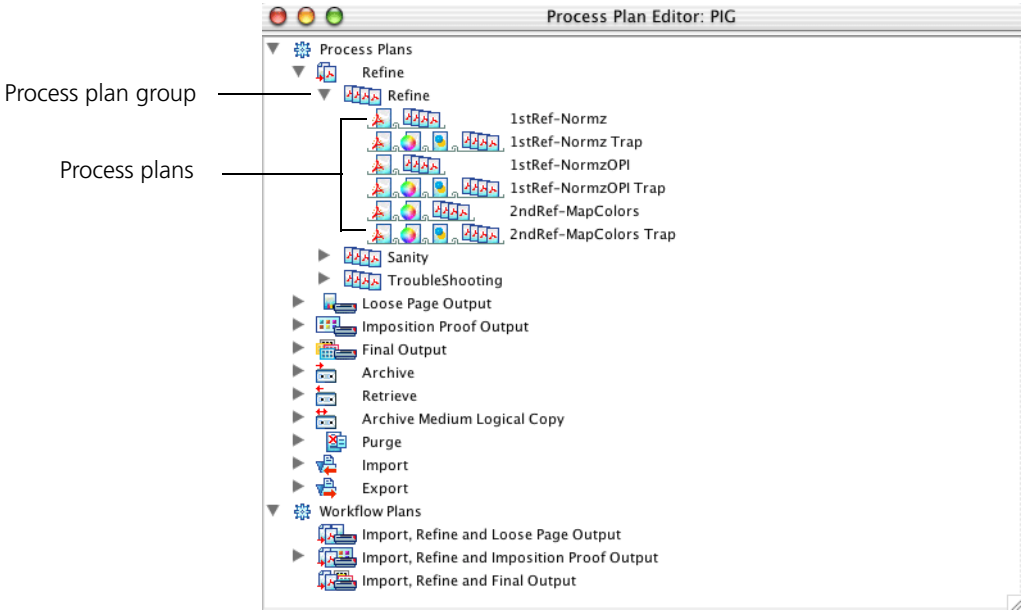



Figure 16: Process plan groups and process plans

For detailed information about process plan settings, see the Prinergy online help.

# Setting Up Toolbars for Process Plans

You can put icons for your most frequently used process plans on a toolbar to make them more accessible. There are two types of toolbar: User Toolbar and Job Toolbar.

**To choose which type of toolbar to display:**

1. From the **View menu**, select **User Toolbar** or **Job Toolbar**.
2. Select **Edit**>**Preferences**>**Use Job Workflow Toolbar As Default** if you want the **Job Toolbar** to appear in the Job Manager by default, rather than the **User Toolbar**.

**To add process plans to the toolbars:**

➢ Select **View**, then **Manage User Toolbar** or **Manage Job Toolbar**.

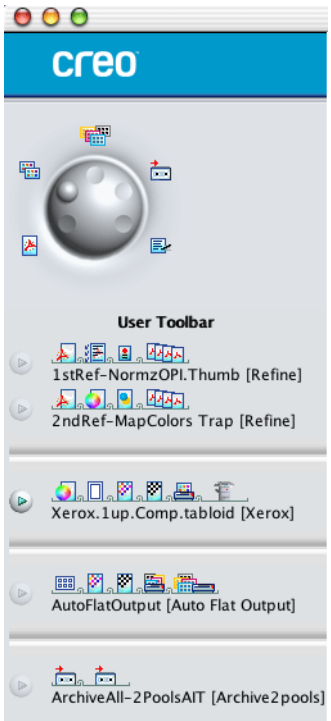



Figure 17: Process plan icons on a User Toolbar

**To start a process using a toolbar:**

1. Select an element, for example, an input file or refined page.
2. Click the icon on the toolbar for the process plan you want to execute, for example, a refine process plan.



**Note:** Process plans are not available on the toolbar if they do not match the step in the workflow.

# Setting Up Workflow Plans

Workflow plans are a sequence of process plans. There are three types of workflow plans in Prinergy:

- Import, refine, and loose page proof
- Import, refine, and imposed proof
- Import, refine, and final output

You create workflow plans in the Process Plan Editor. To build a workflow plan, specify a process plan for each of the workflow plan processes, for example, import, refine, and loose page proof.

If one of the processes isn't required, you can clear the check box for that process in the Process Plan Editor. For example, you may not need the import process. As some combinations of processes don't make sense, ensure the output of one process provides the input to the next.

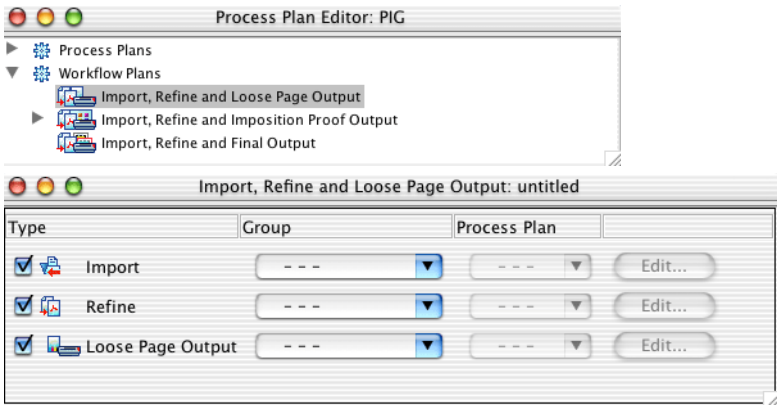



Figure 18: Workflow plans

When you use the workflow plan, Prinergy executes the workflow plan processes without further input from the operator.

You can assign a workflow plan to a hot folder, so that the workflow plan is automatically executed when you drop one or more files into the hot folder.

For more information about workflow plan settings, see the Prinergy online help.

# 4 Prinergy Workflows

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# Typical Workflow

A typical Prinergy workflow consists of the following steps:

1. Creating and assembling a job
2. Refining files, creating an imposition, and assigning pages
3. Making proofs
4. Outputting to plates or film
5. Managing files

Scheduling and approvals (proofing) can occur at each step in the workflow.

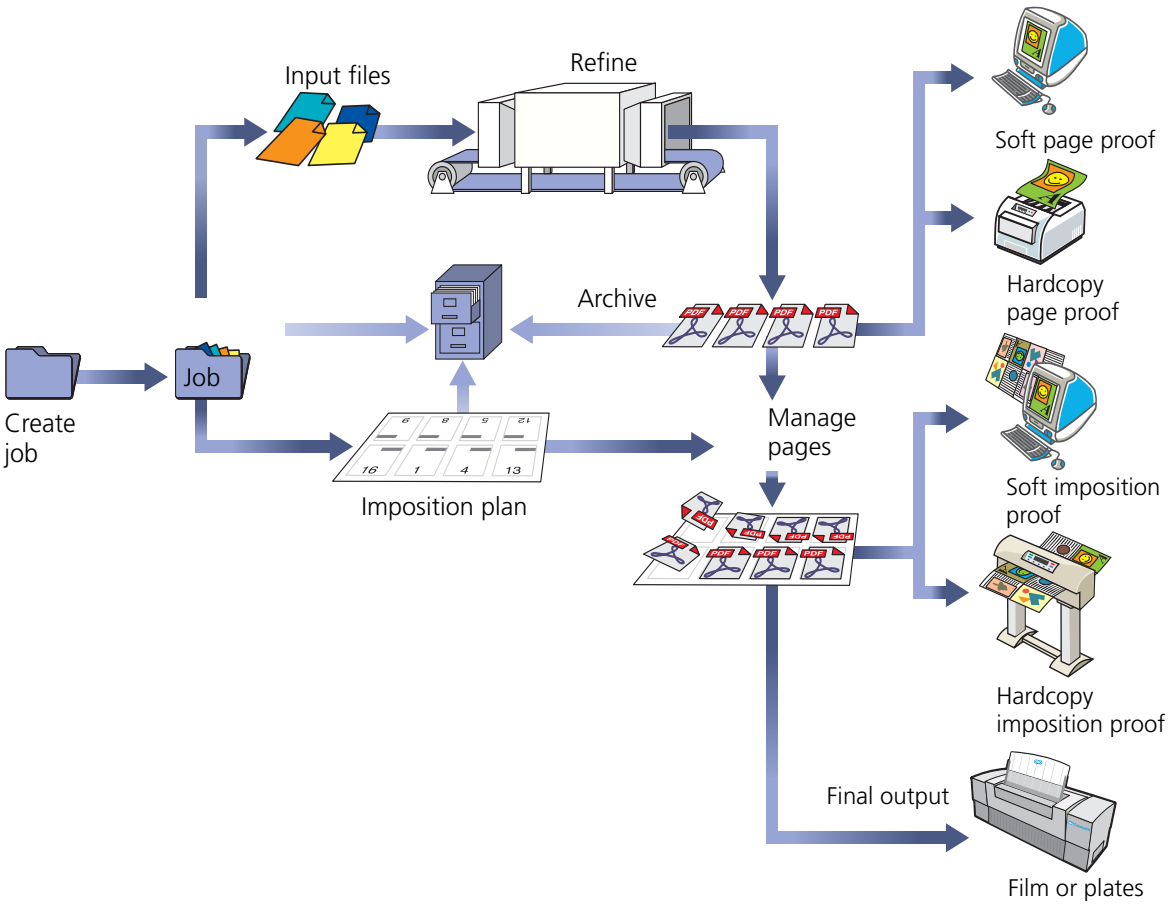



Figure 19: Prinergy workflow

## Creating and Assembling a Job

Assembling a Prinergy job may include the following steps:

- Creating a pre-job and a job
- Preparing content files
- Adding input files. You can also refine files as you add them to a job.
- Setting job attributes and status
- Adding image and font search paths, if necessary.

See *Chapter 5, Setting Up a Job* for more information.

## Refining Files and Assigning Pages

### Refining Files

Refining changes input files into independent PDF pages. Refining can include some or all of the following processes:

- CEPS conversion (CT/LW) (optional)
- Normalization (required)
  - Default page size (optional)
  - OPI (optional)
  - Font handling (optional)
  - Line handling (optional)
- Copydot handling (optional)
- Color conversion (optional)
  - Color mapping (optional)
  - Color matching (optional)
  - Overprint conversion (optional)
- Trapping (optional)
- Optimizing (required)
- Thumbnail creation (optional)
- Imposition (optional)

See *Chapter 6, Refining and Assigning Pages*.

### Assigning pages

This can include the following:

- Assigning pages to page sets or an imposition plan
- Setting page geometry

See *Chapter 6, Refining and Assigning Pages*.

## Output to Proofs

You can obtain approvals or make proofs at each phase in the workflow to confirm that elements are displaying correctly. Proofs can be made for viewing on-screen (soft proofs) or can be sent to any number of output devices (hard proofs).

Proofing options are set in:

- A loose page output process plan, for individual pages
- A imposed proof output process plan, for imposed pages

and can include:

- ❒ Viewing using the QC tool
- ❒ Viewing using Separation Viewer plug-in
- ❒ Approving/rejecting proofs
- ❒ Using Synapse InSite for online customer approval

In Prinergy you can create proofs of pages, impositions, or entire jobs. You can create proofs for viewing on-screen (soft-proofs) or send proofs to many different output devices. Parameters for producing proofs are set in the selected output process plan.

For more information about proofs and output, see *Chapter 8, Proofs, Plates, and Film*.

### Viewing using Soft Proofing Tools

You can soft proof a job using Creo Virtual Proof software on the Macintosh or PC or Creo Copydot Toolkit Viewer on the PC. Using Virtual Proof or Copydot Toolkit Viewer creates a separate set of viewing files. This may take several minutes, but provides a high-quality proof.



For more information, see the *Virtual Proof User Guide* or the *Copydot Toolkit User Guide*.

### Viewing using the Separation Viewer Plug-in

You can soft proof a job using Adobe Acrobat's Separation Viewer plug-in to check each separation in a page. Viewing using the Separation Viewer is quick and is done in Adobe Acrobat. Each color can be viewed separately, and overprinting areas are displayed.



For more information, see the *Separation Viewer online help*.

### Approve/Reject Proofs

Prinergy lets you record your approval or rejection of individual page proofs or imposed proofs. Approval status icons are displayed in the Page view or Signature view.



**Note:** If you use InSite, your customers can approve the page proofs. For more information about the InSite workflow, see *Synapse InSite Workflow* on page 49.

## Output to Plates or Film

During output, you make plates or film using the imposition created during the Signature step.

Set the following global parameters to make plates or film:

- Define printing separations
- Output screening parameters
  - ❒ Resolution
  - ❒ Dot shape
  - ❒ Line screen
  - ❒ Dot gain compensation
  - ❒ Device calibration
  - ❒ Orientation (landscape, portrait)
  - ❒ Distortion percentage web growth
  - ❒ Mirroring (right/wrong read, neg/pos)

In Prinergy, you make plates or film by selecting which separations to output and then selecting an appropriate final output process plan. The process plan contains the parameters that determine the final output result.

Before making plates or film, you should prepare imposed proofs and, optionally, approve all proofs.

The settings on the final output process plan are almost identical to those on the loose page output process plan.

See *Chapter 8, Proofs, Plates, and Film*.

## Managing Files

When archiving, you save and retrieve job elements to a separate storage device to save your active disk space. Or, if you will not need the job again after printing, you can destroy it.

Managing files can include:

- Archiving jobs
- Purging jobs
- Retrieving jobs
- Destroying jobs

For more information about archiving, purging, retrieving, and destroying jobs, see *Chapter 9, Managing Files*.

# Spot Color Workflows

You must evaluate the spot colors in your input files and the spot colors that you expect on final output to determine the best Prinergy workflow to use.

Prinergy lets you:

- Output a spot color as a separate output separation
- Convert a spot color to CMYK
- Print a spot color on the same output separation as another spot color
- Suppress a spot color so it is not printed

Following are four workflows for different spot color handling.



Select the scenario that best describes your job, and then see the Prinergy online help for instructions. Search for "spot colors" in the online help index. Under spot colors, look at the "color reduction" entry.

## Workflow 1 —No spot color reduction

Your input files contain the same number of spot colors that you want to output. For example, you have CMYK plus two spot colors in the input files and you want to output six separations.

If your input files are composite, you can trap or color match in this workflow.

## Workflow 2—Convert all spot colors to process

Your composite input files contain spot colors that are not required for final output. You want to convert all spot colors to process colors.

## Workflow 3—Spot color reduction during output

Your input files, either separated or composite, contain more or different spot colors than you want to output, and you want to deal with these during output (rather than during refining).

We do not recommend trapping and color matching (available for composite input files only) with this workflow.

### Workflow 4—Spot color reduction during refine

Your composite input files contain more or different spot colors than you want to output, and you want to make decisions about converting the spot colors during refining.

We recommend this workflow if you have spot colors and want to do trapping or color matching. You can also use this workflow if none of the other three workflows describes your job.



For more information about spot color workflows, see the Prinergy online help.

## Versioning Workflows

When a publication is destined for more than one geographic region, it may have some common content and some content that varies. For example, different regions may have different prices or addresses or text in another language. This type of job is called a versioning, regional versioning, or zone versioning job.

Prinergy can accept files for multiple versions and manage the pages in a single job. Versioning can be handled in different ways, depending on the source files.



For more information about versioning workflows, see the Prinergy online help and the Prinergy Regional Versioning Workflow Users Guide.

# Synapse InSite Workflow

Synapse® InSite is web-based software that lets you and your customers interact over the Internet in a secure environment. Your customers can:

- Upload and download files, create jobs, and view thumbnails, job status, job history, and correction request reports
- Download PDF page proofs for viewing and printing in Adobe Acrobat
- Download high-resolution files for printing on a proofing device (if enabled)
- Invite other users to review pages
- Collaborate with other users and annotate the high-resolution production files in Smart Review with the required corrections
- Approve or reject pages online

Synapse InSite can significantly reduce the time it takes to proof, correct, and approve a job. With Synapse InSite, you can:

- Set up user accounts and passwords for your customers, then they can set up different rights and levels of access for their employees
- Add a customized banner to the Synapse InSite web pages for each of your customers
- Have InSite automatically notify your customers via email when pages are ready for approval or review, and notify your Customer Service Representative when a customer uploads a file, approves or rejects pages, or submits an annotated proof
- Make refined pages available to your customers online, for proofing and approval. These can be PDF proofs, which can use low-resolution alternate images, or high-resolution files.
- Receive page correction instructions online from your customers, in the form of form of printable annotation reports
- Have up to six users per page using Smart Review at the same time for collaborative viewing, annotating, approval and change requests
- Have InSite automatically refine or copy uploaded files.



For more information about Synapse InSite, see the InSite Administrator online help.

# Automating a Workflow with Hot Folders

Hot folders can help automate your workflow with drag-and-drop adding and processing of files for Prinergy jobs.

You can create two types of hot folders in Prinergy:

- Add input files only
- Add and process files

Use an add-input-files-only hot folder is used to add input files to a job. For example, if you write PostScript directly from desktop publishing software to an add-input-files-only hot folder, the files are automatically added to the Prinergy job to which the hot folder is attached.

An add-and-process-files hot folder always has a process plan or workflow plan linked to it. When you add files to an add-and-process-files hot folder, Prinergy automatically processes the files as specified in the process or workflow plan.

When you drop a job export file into a pre-job hot folder that is linked to the imposition process plan, Prinergy creates a new job with the same name as the export file.

Unless you specify another location, Prinergy will create hot folders in the **\\<server>\Jobs\<Job Name>\HotFolders** folder. Hot folders can be located anywhere that is accessible through the network, including tertiary servers, which can be UNIX servers.

**To create or view hot folders for a job:**

➢ In the Job Manager, from the **Edit** menu, select **Manage Hot Folders**.



For more information about setting up and using hot folders, see the Prinergy online help.

## Configuring Hot Folders

Prinergy Workshop hot folders can be configured using Prinergy Administrator. For example, you can set a Group Size attribute for hot folders, which is the number of files that will be processed together when files are dropped together into a hot folder in Prinergy Workshop. Grouping files reduces processing overhead and can speed up processing.



For more information about configuring hot folders, see the Prinergy Administrator online help.

# Job Export and Import

By exporting and importing jobs, you can exchange Prinergy jobs with other Prinergy and non-Prinergy systems.

## Export

When you export a job, Prinergy creates a zip file containing imposition plans, PDF files, thumbnails if they were created, and some job-specific data. Job history and original input files are not transferred in the zip file.

You can easily transfer the zip file to another site, where it can be restored on a remote Prinergy system.

Export process plans control export options. For example, the process plan controls where the zip file will be located. The default folder is **<JobName>\UserDefinedFolders\Exports.**

**To export a job:**

➢ From the **File** menu in the Job Finder or Job Manager, select a job, and then select **Export Job**.

## Import

Importing a job restores it from the export zip file. Import process plans control import options.

**To import a job, do one of the following:**

- Select **Import Job** from the **File** menu in the Job Finder.
- Select the **Import Job** check box in the Create New Job dialog box.
- Drop an export zip file (**<job name.zip>**) into a pre-job hot folder that is an add-and-process-files hot folder linked to a imposition process plan.

## Partial Export and Import

You can also export and import partial jobs. A partial exported job is a signature with the assigned pages and imposition job ticket. An originating site can gradually export portions of a job while a distant site can gradually reassemble the job using incremental importing into an existing job in the Job Manager.



For more information about full and partial export and import, see the Prinergy online help.

5

# Setting Up a Job

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# Setting Up a Job

The following tasks are required when setting up a job:

1. Use a prejob (optional step)

   See *Using a Pre-Job* on page 55.

2. Prepare content files

   See *Preparing Content Files* on page 56.

3. Create a job

   See *Creating a Job* on page 57.

   See *Setting Job Attributes and Job Status* on page 59.

4. Add customer input files

   See *Adding Customer Input Files* on page 60.

5. Add color information.

   See *Editing Colors in the Database* on page 63.

6. Set an image search path, if necessary

   See *Adding an Image Search Path* on page 62.

7. Add a font search path, if necessary

   See *Adding a Font Search Path* on page 61.

# Using a Pre-Job

You can create a pre-job to store and pre-process pages and other job elements before knowing which job they will be applied to. A pre-job can also be used to store elements used in more than one job. For example, you could create a pre-job for a customer to hold that customer's fonts or logos, and this information could be applied to a number of jobs, and made available through Synapse InSite.

To automatically import zipped job data, you must create a pre-job. Job export zip files dropped in a hot folder attached to a pre-job will automatically create a new job using the filename of the zip file. The new job derives its attributes (such as Preferences or Group) from the pre-job.

Pre-jobs are viewed separately in both the Job Finder window and Synapse InSite.

**To create a pre-job:**

1. In Job Finder, click the **Pre-jobs** button on the selection wheel to display the Pre-jobs view.
2. Click **New Pre-Job** in the **File** menu.

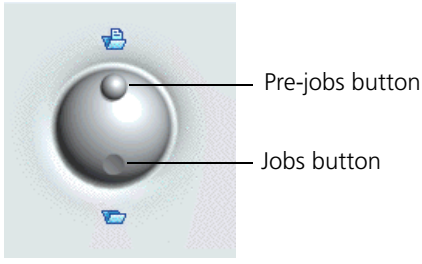



Figure 20: Job Finder Selection Wheel



See the Prinergy online help for more detailed procedures for setting up pre-jobs.

# Preparing Content Files

## Input Files

Prinergy accepts PostScript, EPS, PDF, Brisque CT/LW, DCS and DCS2, and TIFF/IT-P1 files directly.

To use Brisque CT/LW or TIFF/IT-P1 input files, you must use the CEPS Conversion section in a refine process plan. You can resample files and scale files, although scaling isn't recommended.

To use CT/LW files that are not output from Brisque, you must use CEPSLink software to convert the files to PostScript.



For more details, see *Chapter 1, What Kind of Files Can You Use?*

See also the Prinergy online help for more information about eligible file types.

## Fonts

Fonts should always be embedded in input files.

If fonts aren't embedded in input files, font information must be embedded during the refine process. See *Embedding Fonts* on page 61.

## File Storage

Customer files can be stored on any server or disk that Prinergy can read.



**Note:** Mount the job's home volume as a share on your local machine when using Acrobat to view refined pages or when using the **Job Toolbar**.

# Creating a Job

When you start work on a publication, you can create a new job, use a template job, or create a job by importing.

## Creating a New Job

**To create a new job:**

➢ From the **File** menu in the Job Finder, select **New Job** or in the Job Manager, select **New...**

## Using a Template Job

You can set up pre-jobs with job settings that you can reuse in other jobs. When you create a new job, just copy any of the following from the template pre-job:

- Hot folders
- Image search path
- Font search path
- Job toolbar
- Job attributes
- Advanced Production Automation (APA)

**To use a template job:**

1. From the **File** menu in the Job Finder, select **New Job** or in the Job Manager, select **New...**
2. In the Create New Job dialog box, select **Options**, then **Template Job**.

## Importing a Job

Importing a job restores it from the export zip file. Import process plans control import options.

**To import a job, do one of the following:**

- Select **Import Job** from the **File** menu in the Job Finder.
- Select the **Import Job** check box in the Create New Job dialog box
- Drop an export zip file into a pre-job hot folder. The pre-job hot folder must be an add-and-process-files hot folder that is linked to an import

process plan.

The job is created on the Volume of the Server specified in the Home area of the Create New Job dialog box.



You can also import a partially-exported job. See the Prinergy online help for detailed procedures.

## Viewing a Job

Once it has been created, a new job appears in the Job Finder. You can also view it as a job folder on your job volume with Finder (Macintosh) or Explorer (PC).

# Setting Job Attributes and Job Status

Though Prinergy generates most job information automatically, you can define some optional job attributes. Job attributes can be defined when you create the job, or afterwards, in the Job Finder. Job attributes include:

- Maximum number of layers (used in versioning)
- Proof due date time
- Final output due date time
- Job code
- Job status
- Whether to enable web access for Synapse InSite

## Assigning Job Status

You can assign a status to a job manually or automatically. Job statuses include:

- Created
- In PrePress
- Ready for Final Output
- Completed Final Output
- On Press
- Shipped
- Completed

In most cases, you set the job status manually. However, you can choose to have Prinergy set the job status to Completed when you do a full job purge. Jobs with a status of Completed are not included in Prinergy default database reports and are not visible to the customer in the default job list in Synapse InSite.

**To set job status, select one of the following:**

- Select one of the two job status choices (Completed, In Prepress) from the **Edit** menu in the Job Finder.
- Select **Edit Job Attributes** from the **Edit** menu for a complete list of job statuses.

# Adding Customer Input Files

After you create the job, you can add customer input files.

**To add input files:**

1. Select **Add Input** from the **File** menu in the Job Manager. Browse to the file location and select the files to add.
2. If you have set up a hot folder for adding input files to this job, drop input files into the hot folder.
3. You can refine the input files when you add them to the job, or later.

When you add files to a job, you are telling Prinergy where to find the content for the job. Prinergy creates a file reference in the Oracle database that describes the location of the files.

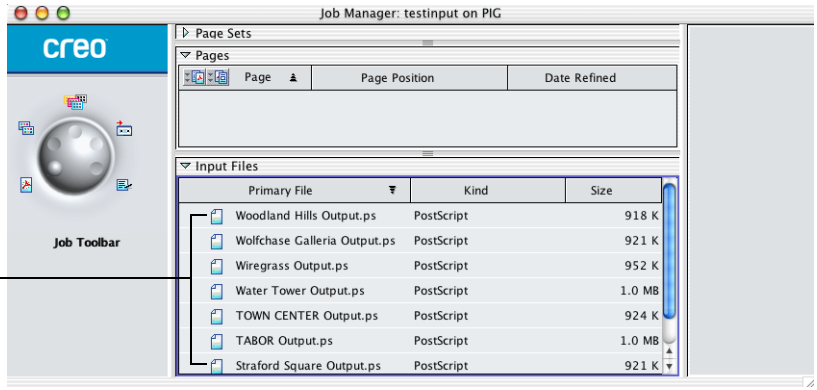



Figure 21: Input file appears in the Pages view in the Job Manager

# About Fonts

## Embedding Fonts

Fonts should be embedded in input files. If fonts aren't embedded in input files, font information must be embedded for the refine process. For font information to be embedded, fonts must be in PFA format, which is not a standard format that font vendors provide. The font converters change fonts to PFA format.

## Converting Fonts

Prinergy includes two versions of the font converter:

- Global Font Converter
- Per-Job Font Converter

Both font converters operate the same way, but they place the converted files into different folder locations. Fonts converted by the Global Font Converter are stored on the home server and are available to all jobs. Fonts converted by the Per-Job Font Converter are stored in the job folder and are only available for the job.

If fonts are already embedded in input files, or if they reference only the base 193 Adobe fonts that are shipped with Prinergy in PFA format, you don't need to use a font converter.

**To convert fonts:**

➢ In the Job Manager, select **Tools** then **Global Font Converter** or **Per-Job Font Converter**.

## Adding a Font Search Path

The font search path specifies the location of the fonts. You do not have to specify a font path if either of the following is true:

- Fonts are embedded in the input files (recommended).
- The input files reference the base 193 Adobe fonts in PFA (Printer Font ASCII) format that are shipped with Prinergy.

Otherwise, first use a font converter to convert the fonts to PFA format and add the converted fonts to Prinergy, and then add a font search path to the Prinergy job.

If the fonts for the job are located in more than one folder, add a search path for each folder that you want Prinergy to search, and then specify the order in which you want Prinergy to search the folders.

You can copy a font search path from an existing job when you create a new job, or you can set the font search path later, from the Job Manager. If you need to set a font search path, you must set it before you refine input files.

**To set a font search path:**



➢ In the Job Manager, from the **Edit** menu, select **Font Search Path**.

See the Prinergy online help for more about converting fonts and adding font search paths.

## Adding an Image Search Path

If you want to substitute high-resolution images for low-resolution images with OPI, you must enter an image search path for the job so that Prinergy can find the image files.

You can copy an image search path from an existing job when you create the job, or you can set the image search path later, in the Job Manager. You must set the image search path before you refine input files.

**To set an image search path:**



➢ In the Job Manager, from the **Edit** menu, select **Image Search Path**.

See the Prinergy online help for more about adding image search paths.

# Editing Colors in the Database

The Prinergy color database stores information about spot colors. You can override the definition of a PANTONE color in the data base, either globally or per job. Your user-defined version of the PANTONE color takes precedence over the original factory version.

The color database lets you:

- Convert spot colors to process colors or simulate spot colors on a proof
- Override color recipes from composite PostScript and PDF files with one standard color recipe used for all pages
- Provide recipes for separated PostScript files that don't reliably contain spot color recipes
- Store ink parameters required for trapping (neutral density and opacity)

The color database holds the following information:

- Neutral density
- Ink opacity
- Alternate color values and color space name (RGB, CMYK, or L*a*b)
- Screening angle

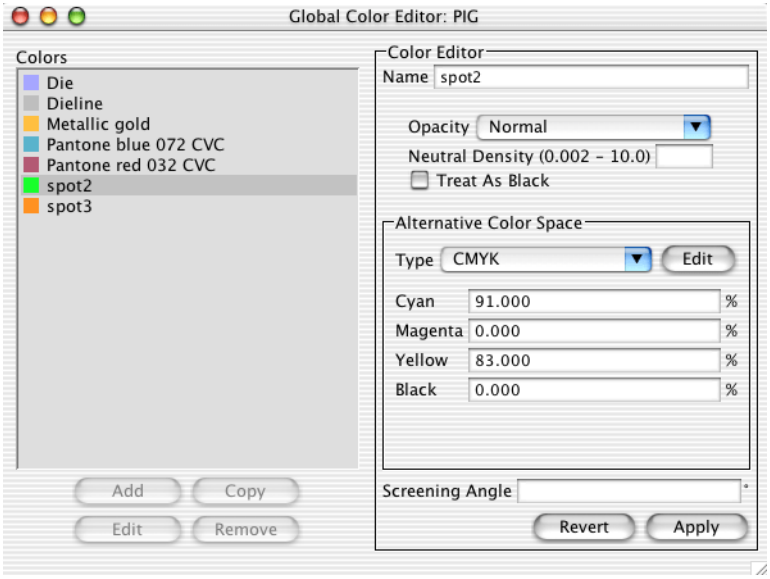



Figure 22: Global Color Editor

## Entering Information: Global and Per-Job

You enter color database information using the Prinergy color editors. Use the Global Color Editor to define color information for your whole system. Use the Per-Job Color Editor to define color information for an individual job.

**To add your definition of a color in the PANTONE database:**

- In Job Finder or Job Manager, select either the **Global Color Editor** or the **Per-Job Color Editor** from the **Tools** menu.

Colors entered in the global color database are available to all jobs; colors entered in the job color database are available only to one job. When Prinergy looks for color information, it looks first at the job color database, and then at the global color database.

You can copy colors between the Global Color Editor and the Per-Job Color Editor, for example, if you want to change a globally-defined color for one job.



See the Prinergy online help for more detailed explanations and procedures about color information.

# 6 Refining and Assigning Pages

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# About Refining

The refining process changes input PostScript, EPS, and PDF files, and other formats such as Brisque CT/LW or TIFF/IT-P1 into independent PDF pages containing embedded fonts and images.

You can refine input files when adding them to the job or after adding them to the job.

## First Refine

The first refine (also called the troubleshooting refine) relies on Normalizer functions. Normalizing is the conversion of PostScript and EPS files into PDF pages that can be processed by Prinergy.

See *Normalize* on page 68 for a description of Normalizer functions.

## Re-Refine after Changes

A key feature of Prinergy is the ability to make even last-minute changes to a job.

To change the content of a job, you can:

- Edit the PDF pages in Acrobat
- Edit the source file in the original application

  If you edit the source file in the original application, you must re-refine the changed file.

The Prinergy process plans include re-refine process plans that can be executed after the first refine.

# Refine Process Plan

The refiner processes input files according to the options set in the refine process plan that you select for the job. You can refine input files when you add them to the job, or after you add them

The refine process plan controls how each step should function and which optional steps are executed.

The Refine process plan steps include:

- CEPS Conversion
- Normalize
- Copydot
- ColorConvert
- Trap
- Optimize
- Thumbnail
- Impose

For detailed information about refine process plan settings, see the Prinergy online help.

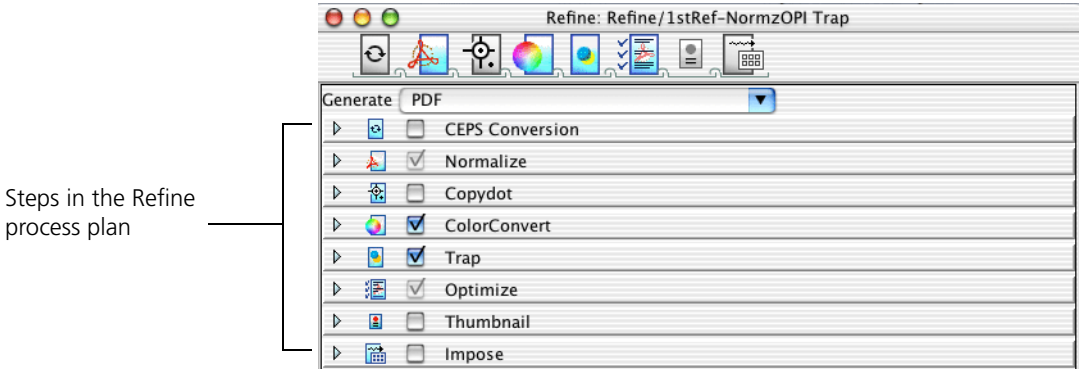



Figure 23: Refine process plan

## CEPS Conversion

The **CEPS Conversion** section of a refine process plan defines how Prinergy handles Brisque CT/LW or TIFF/IT-P1 input files.

In the **CEPS Conversion** section, you can indicate that you want to resample files and specify the resolution. You can also scale files, although scaling isn't recommended.



**Note:** When generating files from Brisque for Prinergy, ensure that they files are trapped and color-matched before you import them to Prinergy.

Prinergy handles TIFF/IT-P1 or Brisque CT/LW files; it does not handle other forms of CT/LW files. To use other types of CT/LW files in Prinergy, you must first use CEPSLink software to convert the files to PostScript.

## Normalize

Options in the normalize process are:

- Default page size (standard, custom, override)
- Images (OPI (Open PrePress Interface) replacement, low resolution, missing)
- Font handling (missing, default)
- Line handling (weights, thin lines)
- Secure PDF (password)
- Input config file (browse for Normalizer input config)
- Separations (recombine, file and creator exclusion)
- Color space control (detect and ignore, warn, or fail)
- CEPS detector

Normalizing options are set in the **Normalize** section of the refine process plan.

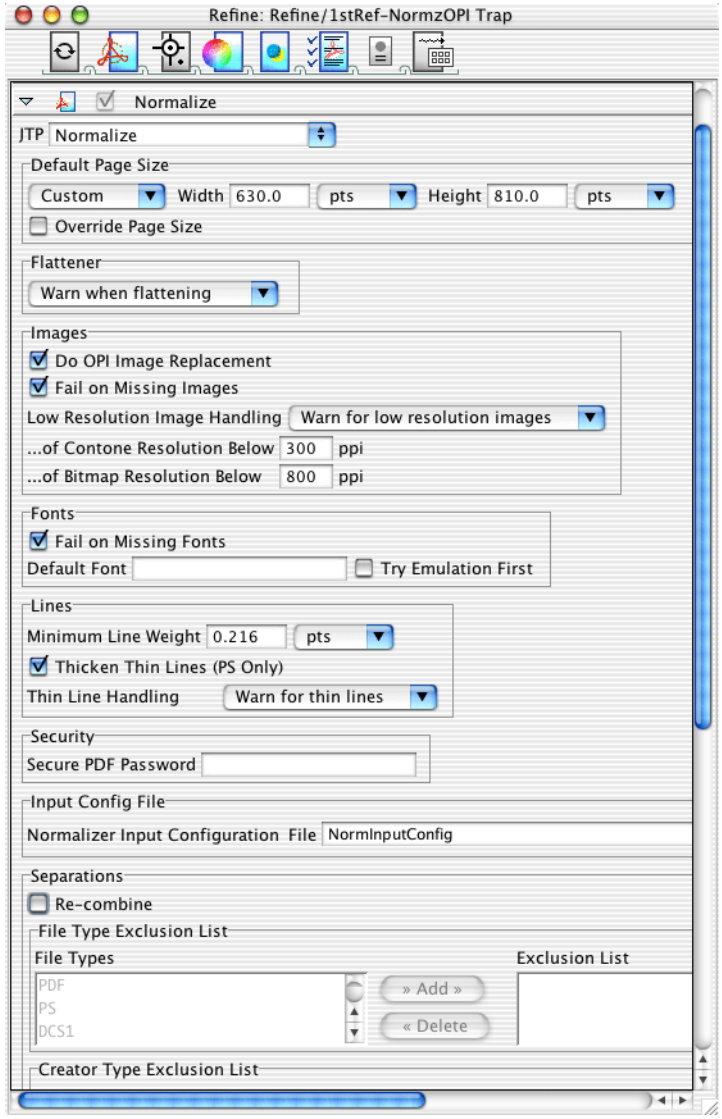



Figure 24: Refine process plan showing part of the Normalize section

## Copydot

The **Copydot** section of a refine process plan tells Prinergy how to handle copydot files.

You can resample copydot files to a resolution that you specify. Use this section of the process plan when you want the resolution of copydot images in your refined pages to match your output device resolution.



**Note:** You can resample copydot images during final output instead of during refining.

You can also generate alternate low-resolution images, which Prinergy uses when you use the **Publish to PDF** option on the **File** menu.

## Color Convert

Color conversion in the refine process plan includes:

- Spot color mapping
- Color matching
- Overprint conversion.

### Spot Color Mapping

Color mapping refers to the handling of input file spot colors. With Prinergy, you can do either of the following:

- Convert spot colors in the input files to process color
- Retain the spot color definitions that are in the input file

Use the *Color Mappings* dialog box to add alias color names, map colors to each other, alias color names, specify color print order, add color definitions to the Per-Job Color Editor, and edit color definitions in the Per-Job Color Editor. The options that you set in the Color Mappings dialog box are executed during the *re-refine process*. You can access color mapping from the start dialog for the refine process plan.

Use the *Color Separations* dialog box to manage the color separations in your job for *imposed proofs and final output only*.

See *Managing Color for Output* in *Chapter 8, Proofs, Plates, and Film* for more details about mapping color separations.

## Color Matching

Color matching refers to keeping color consistency when converting one color space to another—for example, from RGB to CMYK. An ICC (International Color Consortium) target is used to map to a device space when a file is ready for output. This maintains color consistency between the color model and output devices.

The default for RGB images and graphics is to convert them to CMYK using a standard ICC profile that is shipped with Prinergy.

You can choose to override the profiles embedded in input files with the profiles that you specify in the **Match Colors** section of the refine process plan.

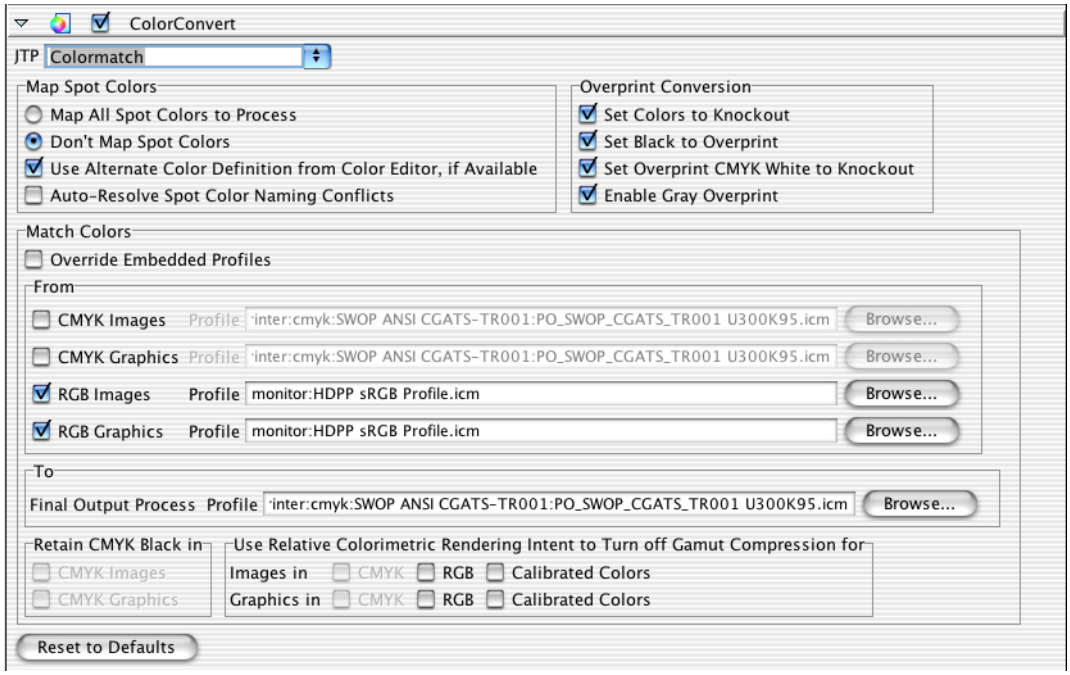



Figure 25: Color Conversion in the Refine process

### Overprint Conversion

The refine process handles overprints and knockouts both manually and automatically.

To use the manual feature, you set options in the refine process plan. You can set:

- Colors to knock out, overriding the overprint setting in the input file
- Black to overprint

Whether or not you select the manual overprint conversion settings, Prinergy performs some automatic overprint and knockout conversions such as white knockout, dieline overprint, transparent overprint, and gray contone conversion to black separation.



For more information about color conversion and manual and automatic overprint conversion, see the Prinergy online help.

## Trap

With a Prinergy workflow, you can trap several ways:

- Directly in the page creation software, for example, in QuarkXPress™ or Adobe PageMaker®
- By defining trap parameters in plug-ins to the page creation software, in preparation for downstream trapping
- In Prinergy during the refine process

We recommend that you trap in Prinergy. The Creo PDF Trapper has the following advantages over the other methods:

- It's faster and maintains resolution independence
- You can do spreads, chokes, and center traps
- You can create traps that can be viewed in the Creo PDF Trap Viewer, an Acrobat plug-in that is shipped with Prinergy.
- You can create traps that can be edited interactively with the Creo PDF Trap Editor, an optional Acrobat plug-in that you can purchase. The Advanced Trap Editor is specially designed for packaging workflows.

Prinergy uses the trapping parameters set in the **Trap** section of the refine process plan, also called batch trapping. If you need to adjust traps, you can use the Trap Editor plug-in to retrap a page or change individual traps, or, you can re-refine using different process plan options.



For more information about batch (Trap JTP) and manual (Acrobat plug-in) trapping, see the Prinergy online help and the online help and quick start guide for the Creo PDF Trapper.

## Optimize

The **Optimize** section of a refine process plan defines how Prinergy optimizes high-resolution images in input files.

In the **Optimize** section, you can also choose to generate alternate low-resolution versions of the images in the input file. Alternate images are used:

- For the **Publish to PDF** file menu option in Prinergy Workshop
- In PDF proofs downloaded with Synapse InSite
- By the View Accelerator plug-in to speed up image display in Acrobat

## Thumbnail

A thumbnail is a low-resolution sample image of a page. To generate thumbnails, use a refine process plan with the **Thumbnail** view selected. If you prefer to use the list view, you don't need to generate thumbnails.

If you didn't generate thumbnails during refining, but still use the thumbnails view, Prinergy displays blank thumbnails.

## Impose

The **Impose** section of a refine process plan defines how Prinergy automatically handles imposition after the refine process.

You can have Prinergy:

- Treat input files as flats

  Prinergy refines input files, automatically creates the page set, the imposition plan, and populates both.

- Create the page set and assign pages

  Prinergy refines input files, creates the page set, and assigns pages to the page set based on the page order in the input file.

- Automatically assign pages

  Prinergy can be licensed to automatically assign PDF pages to page set positions according to the instructions in an APA file (**<filename>.apa**) stored in the **JobFolder\Control** folder. This option has a sub-option that determines what happens when you resubmit a page. The sub-option determines whether you:

  - ❒ retain assignments, using job settings—the new page will not automatically be assigned to a page position.
  - ❒ overwrite assignments, using job settings—the new page will automatically be assigned to the page position, overwriting the existing page in the page set.

See also *Automatically Assigning Pages* on page 81.

# Refining Input Files

**To refine input files:**

1. In the Job Manager, use the Selection Wheel to select the **Pages** view.
2. In the **Input Files** section of the **View** pane, select the input file or files you want to refine.
3. From the **Refine** menu, select a refine group, then select the process plan you want to use.

   The Start Refine Process dialog box appears, showing the input file, process plan, and process priority.

**Note:** If the process plan that you want to use is set up on the **User Toolbar** or **Job Toolbar**, you can click the button beside that process plan to start the refine process.

4. Click **OK** if the information is correct.

   The refine process starts.
5. Monitor the job in the Process Info window.

   For more information about monitoring jobs, see *Chapter 7, Monitoring Jobs*.

   When the process is complete, the refined pages appears in the Pages section of the View pane.

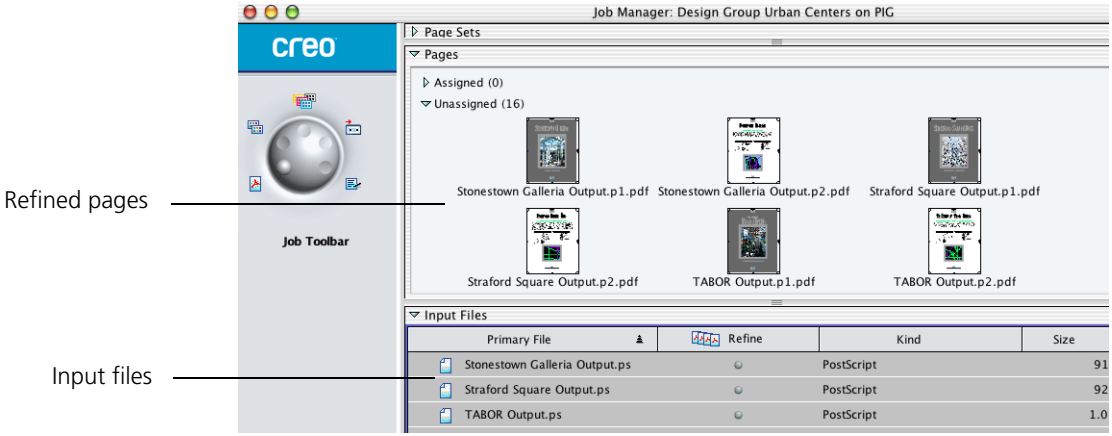



Figure 26: Refined pages displayed in the Pages view in the Job Manager

# Viewing and Changing Color Information

You can view color information for a job in either the Pages view or the Separations view.

The **Pages** section of the Pages view in the Job Manager lets you see the names of the colors that are present in the refined PDF pages. The colors appear if you have **Page Colors** selected in the Visible Columns dialog box for the Pages section. You can do more color conversion and re-refine your files.

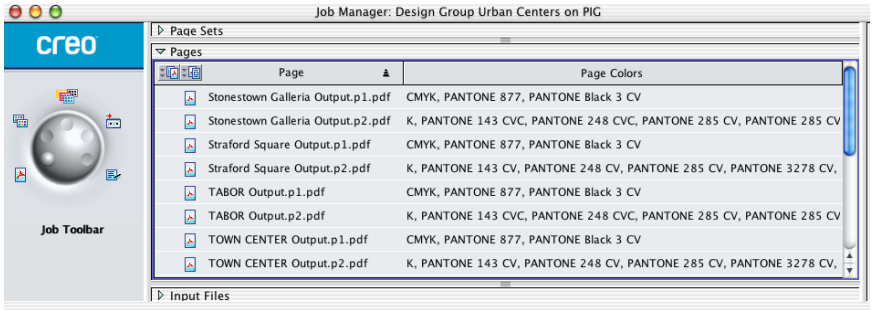



Figure 27: Viewing colors in the Pages view

For how to view colors using the *Separations* view see *Chapter 8, Managing Color for Output*.

# Creating and Importing an Imposition Plan

Create an imposition plan in software that can save the imposition as an Adobe Portable Job Ticket file (.jt). You can use Preps®, for example.

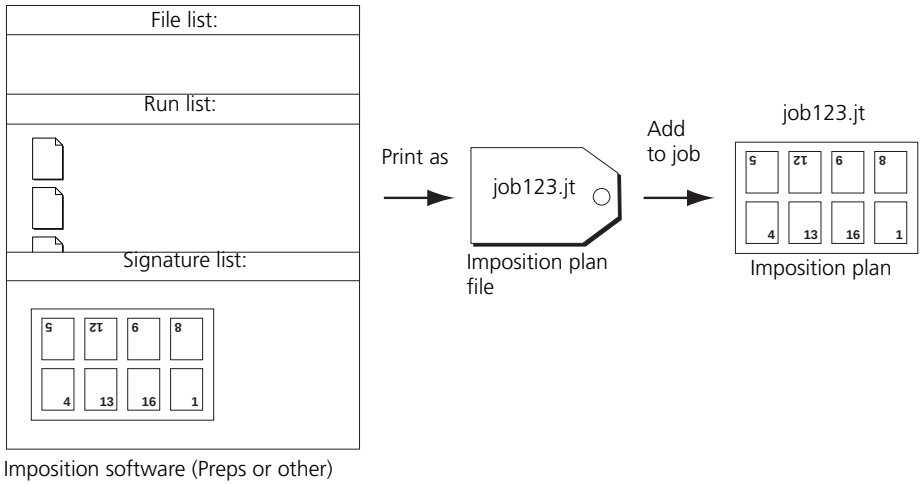



Figure 28: Save the imposition plan as a job ticket file (*.jt)

At this time, the imposition plan that you create for adding to Prinergy will typically have no page content. (Prinergy accepts populated job tickets produced by Pandora software, but these are typically used only by Prinergy Powerpack customers for packaging.)

The corresponding marks file can be submitted as PostScript or PDF. If it is submitted as PostScript, Prinergy will automatically normalize it to PDF. For more information on creating and saving an imposition plan, see the documentation for your imposition software.You can import a new imposition again at any time before you output the job.



See the Prinergy online help for a list of qualified imposition software, or check with the Response Center.

**To import an imposition into a job:**

- In Job Manager, click on **Import Imposition** or **Import Versioning Imposition** in the File menu.

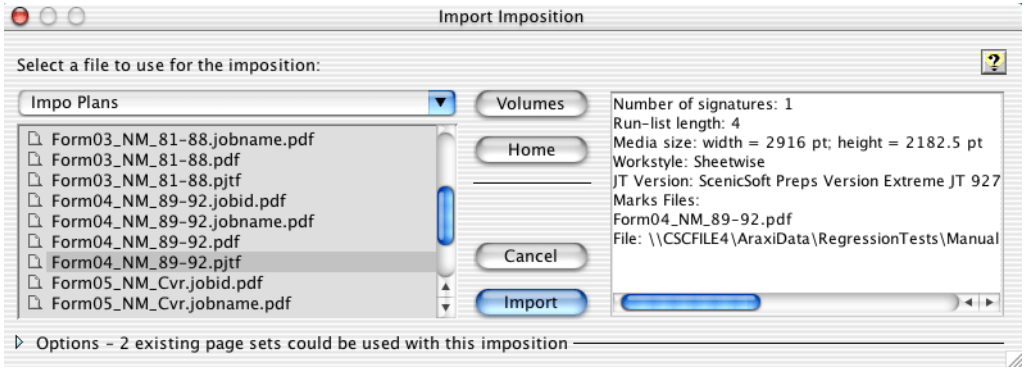



Figure 29: Importing an imposition plan

# Adding a Page Set

Pages are assigned to page positions within a page set, either before or after an imposition plan is registered and linked to the page set. You can change the imposition plan linked without affecting page position assignments, and you can reassign page positions or replace page content on page sets without affecting imposition. A page can be assigned to more than one page position.

Prinergy automatically adds a page set when you import an imposition plan, but you can also add a page set manually.

Page sets that are independent from imposition plans allow for last-minute press changes and output of different parts of jobs to different devices.

Typically, you add a separate page set for each signature that will be printed differently than the others, for example, on different paper stock. For example, you could add one page set for the cover of a publication and a separate page set for the inside pages.

**To add a page set:**

- In the Job Manager, select **Add Page Set** from the **File** menu.

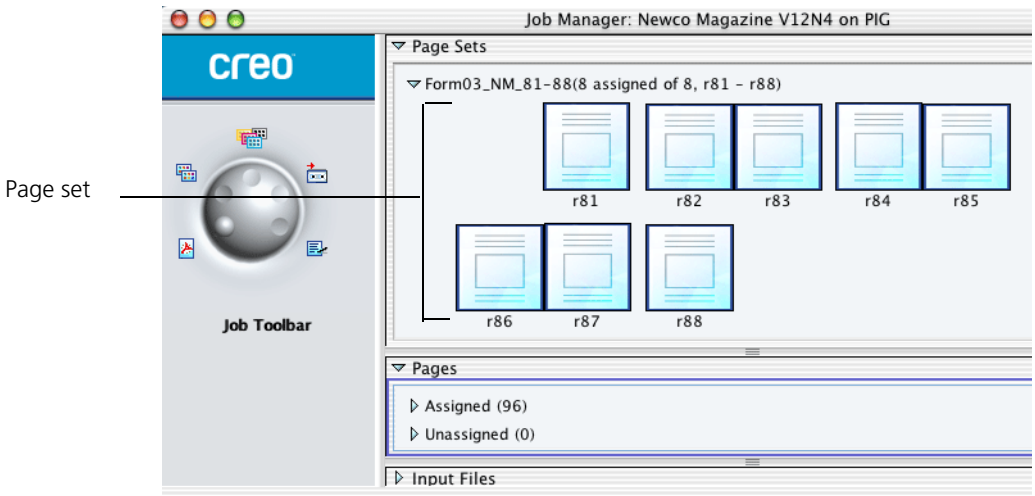



Figure 30: Page set appears in the Pages view in the Job Manager

For more information about using page sets, see the Prinergy online help.

# Assigning Pages to Page Positions

## Manually Assigning Pages

After refining, you can assign PDF pages to page positions. You assign pages in the following places:

- In the page set in the **Pages** view in the Job Manager
- In the imposition plan in the **Signature** view in the Job Manager
- In the list view with the **Assign** menu option

When you assign a page to a page position in the page set, the page is automatically assigned to the correct position in the imposition plan to which the page set is linked.

Similarly, if you assign a page to a position in the imposition plan, the page is automatically assigned to the correct position in the corresponding page set.

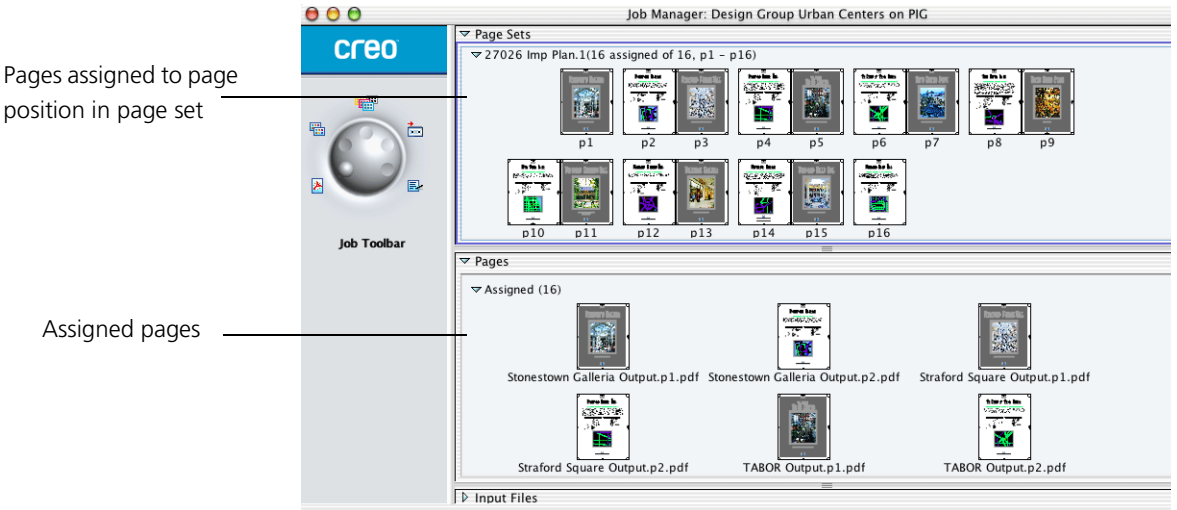



Figure 31: Pages assigned to page positions

**To assign pages to page positions, do one of the following:**

- Drag and drop PDF page to page positions in the page set (view **as Thumbnails** only)
- Use the **Assign Pages to Page Position** menu command and the Assign Pages to Page Set Position dialog box
- Use an Advanced Production Automation (APA) file.



For more about assigning pages, see the Prinergy online help.

## Automatically Assigning Pages

You can use an Advanced Production Automation (APA) file to automatically assign pages to page positions during refining.

The APA file is a text file that tells Prinergy which PDF pages to assign to which page positions. You can use the same APA file to set page geometry.

To use an APA file, select an APA option in the **Impose** section of the refine process plan. During refining, Prinergy produces PDF files, and then calls the APA file. Using the instructions in the APA file, Prinergy automatically assigns each PDF page to a page position.



For information on how to create an APA file, see the Prinergy online help.

# Setting Page Geometry

In Prinergy, you can add page geometry settings to PDF pages in several ways:

- Prinergy automatically applies offsets from registration marks included in PostScript generated from Adobe PageMaker and QuarkXPress files.
- You can use the Set Page Geometry dialog box in Prinergy to control trim size, offset, scale, and orientation. Use this method when you know the measurements that you want to apply.
- Prinergy includes a plug-in to Adobe Acrobat (Prinergy Geometry Editor) that lets you visually set the trim size for a page. The following are effective ways to use this plug-in:
  - For PDF input files, set the trim size in the plug-in before you add PDF files to a job. When you refine the PDF input files, the system retains the trim size, which you can display in the Set Page Geometry dialog box in Prinergy.
  - For refined pages, use the plug-in to view the trim box.
  - For a single page, use the plug-in to visually set the trim size. Note the measurements. In the Job Manager, select all the pages that you want to set to the same trim size and use the Set Page Geometry dialog box to set the trim size for those pages.
- Use an APA file to automatically set page geometry at the end of the refining process.



For more information about page geometry and APA, see the Prinergy online help.

**To set page geometry in Prinergy:**

1. Using the Selection Wheel in the Job Manager, select **Pages** view or **Signatures** view.
2. From the **Pages** section of the **View** pane, select one or more pages.
3. From the **Edit** menu, select **Set Page Geometry**.

The Set Page Geometry dialog box appears. If geometry settings were included in the Adobe PageMaker or QuarkXPress input files, those values appear in the dialog box. If no geometry settings exist, the dialog box displays default values.

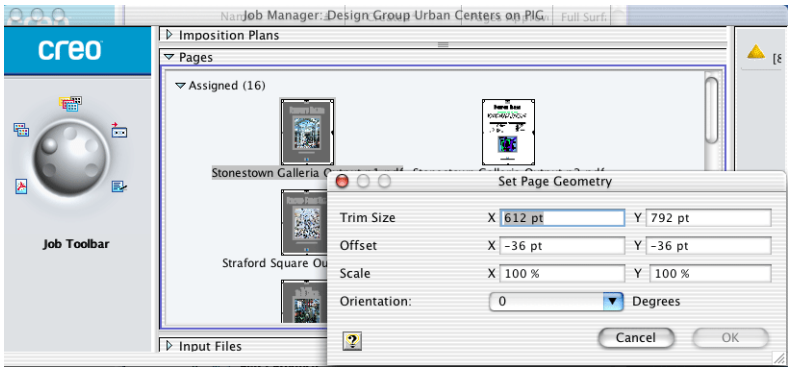



Figure 32: Set Page Geometry dialog box

7

# Monitoring Jobs

Monitoring Jobs ..... 86
Checking Active Processes ..... 86
Checking the Process Queue ..... 90
Checking Job History ..... 92
Checking Removable Storage Media ..... 93
Checking System History ..... 93

# Monitoring Jobs

You can monitor the activity of your job in several places: .

| To check... | Use | See |
|---|---|---|
| Currently active processes | **Active Processes** pane and dynamic columns in the Job Manager | page 86 |
| Details about an active process | Process Info dialog box | page 88 |
| Status of queued and active job processes | Queue Manager | page 90 |
| Details of all job activity | **History** view in the Job Manager | page 92 |

# Checking Active Processes

When you start a process for your job, for example, refining, the **Active Processes** pane in the Job Manager displays basic information about that process. You can pause, resume, start and stop processes from the Active Processes pane.

Figure 33 shows a sample of the **Active Processes** pane. See Table 1 and Table 2 for a description of the activity status icons and condition status icons that appear in Prinergy.

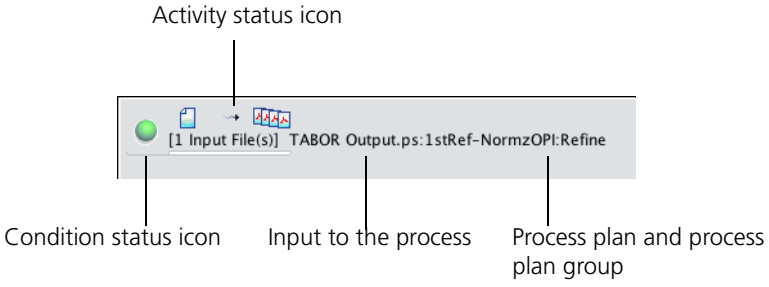



Figure 33: Active Processes pane

Table 1: Activity Status Icons

| Icon | Process is... | Description |
|---|---|---|
|  | Queued | The process is queued. This icon doesn't appear in dynamic columns. |
|  | Active | The process is active. |
|  | Paused | The process was paused as a resultdoesn't appear in dynamic columns. |
|  | Ended | The process is complete. |

Table 2: Condition Status

| Icon | Condition is... | Description |
|---|---|---|
|  | No current condition status | The process exists but processing hasn't yet begun. |
|  | Queued | The process is queued. |
|  | Active | The process is proceeding normally. |
|  | Ended - OK | The process has completed. |
|  | Waiting for user intervention | The system is waiting for user intervention. |
|  | Waiting for system resource | The system is waiting for a system resource, for example an archive or retrieve process is waiting for a tape or a drive. |
|  | Warning | A warning message was issued. |
|  | Error | An error message was issued, or the process was stopped at a user's request. |
| (no icon) | Dark gray behind active process | A dark gray background indicates that the process is active but not making progress. Begin troubleshooting the process. Check the Queue Manager or server. |

## Process Info Dialog Box

To see more information about an active process, double-click its icon set in the **Active Processes** pane. The Process Info dialog box appears.

- The **Process Details** section of the Process Info dialog box lists system messages.
- The **Process Elements** section of the Process Info dialog box shows information about the elements involved..

**Note:** After the process is complete, you can view these details in the job history. For more information, see *Checking Job History* on page 92.

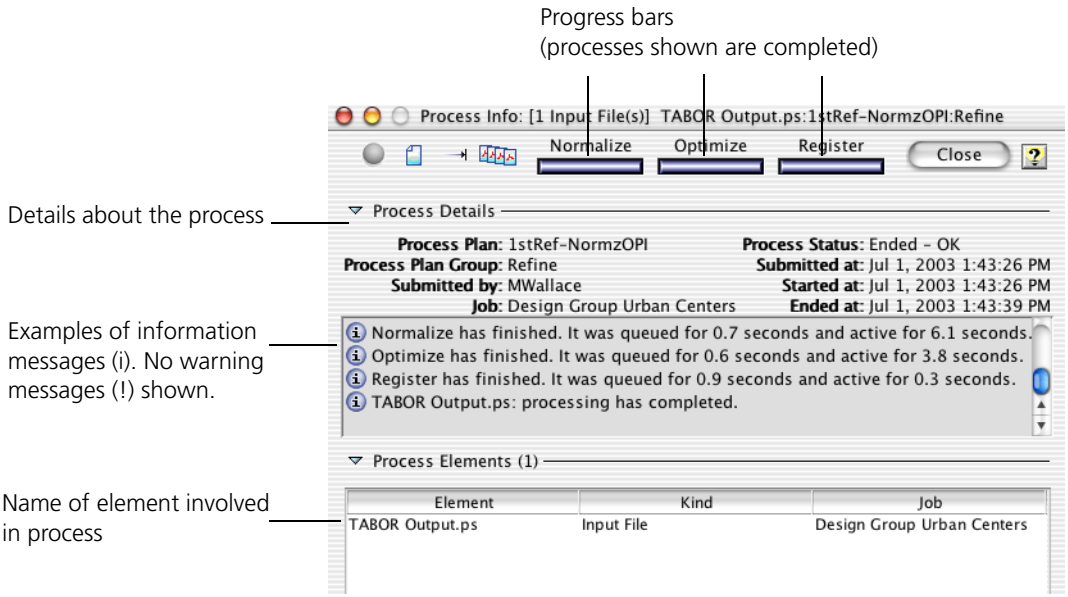



Figure 34: Process Info dialog box

## Dynamic Columns

When a process starts, a dynamic column appears in the Job Manager. Check the activity status and condition status icons to see if the process is proceeding normally, or if Prinergy has issued a warning or error message.

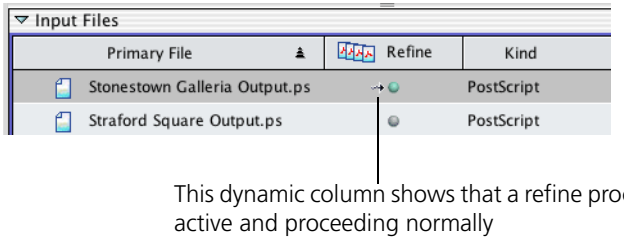



Figure 35: Dynamic columns

# Checking the Process Queue

Use the Queue Manager to check active and queued job processes. You can:

- View lists of processes (by JTP or process type)
- Pause, resume, start, or stop a process
- Set process priorities to have the job happen sooner with a high priority or later with a low priority

**To check on active and queued jobs:**

➢ Select **Queue Manager** from the **Tools** menu in the Job Finder or Job Manager.

## JTP Queues View

The **JTP Queues** view lets you see job processes that are active for different JTPs (job ticket processors). Check your Prinergy primary server for a complete list of the JTPs installed and licensed on your system such as:

- Normalize and Optimize JTPs
- Color Match and Trap JTPs
- Proofing and Final Output RIPs
- Archive/Retrieve and Disk Purge JTPs
- Import/Export JTP
- Copydot and CEPS Conversion JTPs

**To display processes that are active for a JTP:**

➢ Click the JTP icon at the left side of the Queue Manager window.

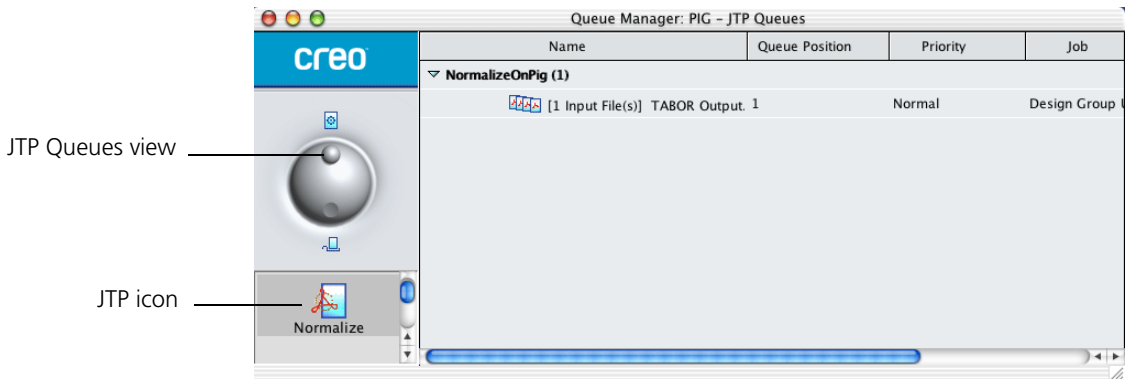



Figure 36: Queue Manager window, JTP Queues view

## Process Types View

Process types in Prinergy can include:

- Refine
- Loose page proof and imposition proof
- Final output
- Storage
- Import/export

**To display job processes that are active for a process type:**

➢ Click a process type's icon in the Queue Manager window.

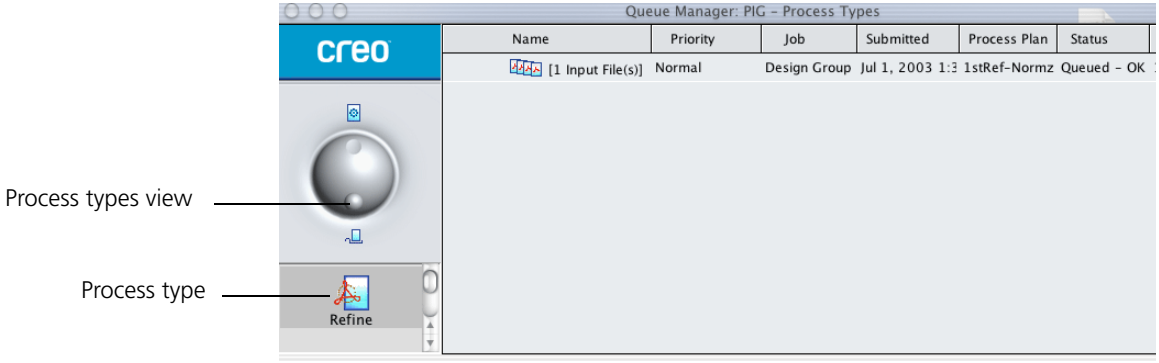



Figure 37: Queue Manager window, Process Types view

# Checking Job History

Use the **History** view of the Job Manager to check job history.

For each job, the History view displays:

- A description of each action taken on the job
- The date and time the action was taken
- Individual messages for each action
- The severity of the message

The same messages appear in the Process Info dialog box when the process is active.

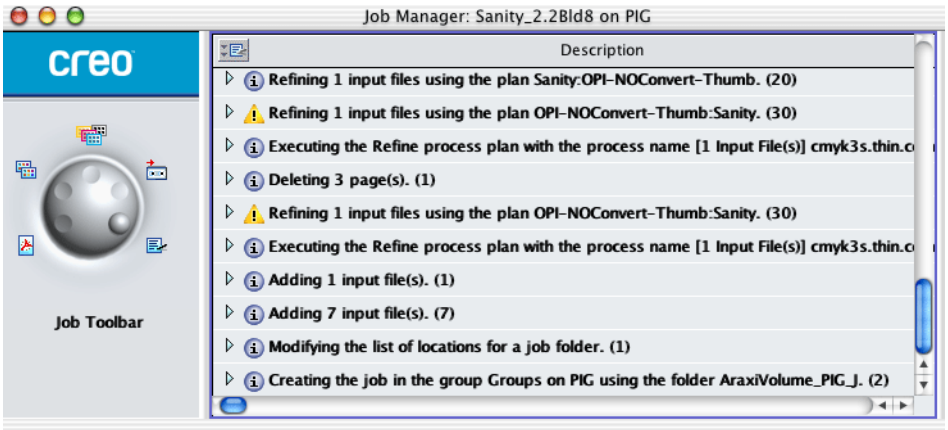



Figure 38: Job Manager window, History view

# Checking Removable Storage Media

The Media Manager is a Prinergy Workshop tool that lets you display information about the removable storage media in your system. Media Manager is available if Prinergy Archiver is licensed on your system.

**To get information about the removable storage media in your system:**

- Select **Media Manager** from the **Tools** menu in the Job Finder or Job Manager window.

The Media Manager displays a list of all media pools in your system. You can select one or more pools to view detailed information about the media in those pools, including media type, location, and amount of free space. The Media Manager displays information about all RSM (Removable Storage Manager) media pools, not just media pools that may be used by the Prinergy Archiver.



For more information about managing storage media, see the Prinergy online help.

# Checking System History

System history lets you view messages about actions that occur outside of the job context, as well as archive, purge, and retrieve history.

This lets you check the results of multiple archive, purge, and retrieve jobs without opening the individual jobs. This is helpful, for example, if a number of archive jobs were queued to run overnight and you want to see the results of the jobs in the morning—without having to open each job and check the **History** view.

**To display your system history:**

- Select **System History** from the **Tools** menu in the Job Finder or Job Manager window.



For more information about viewing system history, see the Prinergy online help.

# 8 Proofs, Plates, and Film


Creating Proofs ..... 96
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Proofing Imposed Pages ..... 99
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# Creating Proofs

In Prinergy, you can create proofs of pages, impositions, or individual surfaces. You can create proofs for viewing on-screen (soft proofs) or send proofs to different types of output devices. You can track the approval status for each type of proof.

You do not need to produce a proof to be able to view pages in Adobe Acrobat. For the other proofing options listed in Table 3, you create a proof by setting options in a process plan. There are two types of process plans for producing proofs:

- Loose page output process plans, for individual, unimposed pages
- imposition proof output process plans, for imposed pages

Table 3: Proofing options

| Type of pages | Proofing options in Prinergy |
|---|---|
| **Loose (unimposed) Pages** | • View in Adobe Acrobat<br>• Soft proof withVirtual Proof software<br>• Print a hard copy proof on a printer or proofer<br>• Use the **Publish to PDF** option to send pages to a PDF file in a specified folder |
| **Imposed Pages** | • Soft proof with Virtual Proof<br>• Print a hard copy proof on a proofing device |

# Proofing Loose Pages

Use the loose page output process plan to output unimposed pages to an available device to create proofs. The loose page output process plan controls the layout of the unimposed pages on the output media.

Adobe Acrobat, the **Publish to PDF** option, loose page saddle-stitched imposition, and Virtual Proof provide additional options for proofing loose pages.

You can create loose proofs of refined pages before or after you assign them to positions in a page set. You can create loose proofs of refined pages before you add the imposition plan to the job.

When you create loose proofs of pages assigned to the page set that is linked to the imposition plan, the loose proof will include the imposition plan's trim and bleed lines, if they are configured in the output process plan.



For information about loose page output process plan options, see the Prinergy online help.

## Adobe Acrobat

Adobe Acrobat is a quick way to view PDF pages. You do not need to produce a proof to be able to view pages in Adobe Acrobat. After you refine input files, view a PDF file by double-clicking on the page in the Pages section of the Pages view in the Job Manager.

You can use the Creo PDF Trap Viewer plug-in to Acrobat to view traps and the Separation Viewer plug-in to view separations. If you generated alternate images during refining, you can use the View Accelerator plug-in to speed up the page display.

For more information about Prinergy plug-ins, see *Chapter 1, Acrobat Plug-ins*.

## Loose Page Saddle-Stitched Imposition

You can impose selected pages or page positions for saddle-stitched binding. When combined with duplexing, you can create a duplexed two-up signature from the laser printer. When folded, this can serve as a rough sample of a final brochure. The **Saddle Stitched Booklet** option is in the Layout section of the loose page output process plan.

## Publish to PDF File Option

Use the Publish to PDF option to send pages to one or more PDF files in a specified folder. You can choose between:

- Low-resolution and high-resolution versions of the page
- One page per file, or one file for all selected pages

**To send a PDF page to a PDF file:**

- In the Job Manager, select the PDF page that you want to send, and then select **Publish to PDF file** from the **File** menu.

## Virtual Proof Software

Use Virtual Proof to soft proof a job on your client computer. You can view single pages or imposed pages. Use Virtual Proof to proof backup, measurements of gutters, bleeds, registration, marks, color breaks, trapping, and imposition.



For more information about using Virtual Proof, see the *Virtual Proof User Guide*.

# Proofing Imposed Pages

Afteryou import the imposition plan to a job and assign pages to a page set linked to that imposition plan, you can create imposed proofs to view the results. Use imposed proofs to print a proof of the imposed flat on a proofer. The process plan for the imposed proof controls the output.

You can create a soft imposed proof to view in Virtual Proof softwareon your Macintosh computer.

You can proof web growth compensation on imposed proofs by linking a web growth profile to the separation.

For more information about web growth compensation, see *Web Growth and Other Distortion Compensation* on page 106.



For information about imposed proof process plan options, see the Prinergy online help.

# Managing Color for Output

For imposed proof output and final output, you can map colors and change printing order.

## Mapping Color Separations

For imposed proof outputand final output, you can view and map colors for output. Select the Separations view to view color separations for the different signatures. Select an imposition plan in the Signatures view to edit color separations for a surface.

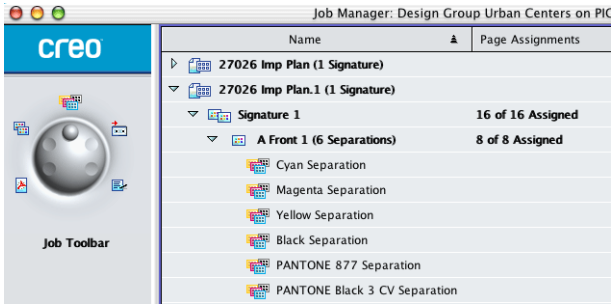



Figure 39: Viewing colors in the Separations view

**To map colors for output:**

1. Select a signature or a surface in **Signatures** view.

   Or:

   Select a signature or a surface in **Separations** view.

2. From the **Edit** menu in Job Manager, select **Color Separations**.

   The Color Separations dialog box appears.

   The *Color Separations* dialog box lists all the colors found in the pages assigned to the selected surfaces. Spot color mapping set in the Color Separations dialog box applies to *imposed proofs and final output only.* Use this dialog box to specify whether a color is to be output and how to handle spot colors.

3. Map colors as needed.

4. Click **OK** when done.



For more information about mapping output colors, see the Prinergy online help.

## Changing Printing Order

For imposed proof output and final output, use the Print Order dialog box to specify the order to output color separations from a signature for a job. The color order you specify in the Color Print Order dialog box displays in the Separations view in the Job Manager window.

**To change printing order for output:**

1. Select a signature or a surface in **Signatures** view.

   Or:

   Select a signature or a surface in **Separations** view.

2. From the **Edit** menu in Job Manager, select **Color Printing Order.**



For more information about changing printing order, see the Prinergy online help.

## Page and Sheet Marks

Page marks and sheet marksare placed on a loose page proof to provide information about a page or sheet. Page marks and sheet marks are often used for customer approval tags and can also contain variable marks. For more information about variable marks, see *Variable Marks*, next.

A page mark file contains page-specific information and is placed on every page. A sheet mark file contains sheet-specific information and is placed on the sheet once.

You can create the source PostScript for page and sheet mark PDF files in any software that allows registration color (for example, QuarkXPress or PageMaker), so it appears on all separations. Once you're satisfied with your file, create a fat, composite PostScript file containing embedded fonts, and then use Acrobat Distiller to create a PDF file from the PostScript file.

In a loose page output process plan, specify the page and sheet mark PDF files. When you use the loose page output process plan, Prinergy will add the specified page mark and sheet mark PDF files to the job.



For more information about recommended Acrobat Distiller settings for page marks and sheet marks, see the Prinergy online help.

## Variable Marks

You may want to print information such as the name of the color separation, the job name, and the output date on the pages or sheets that you send to an output device. Variable marks allow this information to be gathered at output and printed.

You can place variable marks in sheet mark or page mark PDF files. Sheet mark and page mark PDF files are identified in loose page output process plans. When a loose page output process plan is executed, the variable marks are replaced with the correct information.

You can also place variable marks on an imposition plan using software such as Preps, for example, that will be added to a job.



For a list of valid variable marks, see the Prinergy online help.

# Calibration

Harmony software lets you create, apply, and manage calibration curves. Calibration curves control the tone reproduction on press and are applied when the digital file is rendered. Harmony lets you match your printing to the tone reproduction of a selected output sample, called a target. It also lets you calibrate proofs imaged with proofing devices such as the Trendsetter Spectrum digital halftone proofing device.

You must calibrate to control the tones on your press sheet. Tonal values can change during the print reproduction process because the size of the halftone dots changes during this process. This change in the size of halftone dots is called dot gain; it is a normal part of the print reproduction process. Controlling tones using calibration means that you can manipulate the exact size of the dots on the printing plates, so that the tone saturation and gray balance is controlled on the press sheet.

In Prinergy, calibration is controlled by settings in the **Calibration and Screening** section of the loose page output process plan, imposition proof output process plan, and final output process plan.

Select **None** if you don't want calibration curves applied to your output. Select **Auto** to have the system automatically select the most appropriate curve. Or, select a specific curve.



For more information about calibration and screening, see the Prinergy online help.



For more information about Harmony, see the *Harmony User Guide*.

# Screening

You can specify screening information in a number of ways:

- Include screening information in the PDF file generated by other software
- Specify screening information in the output process plan
- Specify screening information using the Acrobat DotShop plug-in

Screening is controlled by settings in the **Calibration and Screening** section of the loose page output, imposition proof output, and final output process plans. You indicate in the process plan where you want Prinergy to get screening information.

## DotShop Screening

You can use the DotShop screening plug-in to Acrobat to view and edit screening in PDF files. DotShop comes with a library of screen systems that you can apply to elements in a PDF file. You can customize the screen systems for your printing needs.

The DotShop screening plug-in is not included with Prinergy; it must be purchased separately.

Use DotShop screen systems to edit screening in a PDF file at the following levels:

- Objects on a page
- Groups of objects on a page
- Pages in document
- Entire documents

DotShop has a selection tool for selecting the elements to which you want to apply screening.

# Approving Proofs

Prinergy lets you record your approval or rejection of page proofs or imposed proofs. You can also include comments that appear in the **History** view in the Job Manager.

Approval is not required before you send a page, surface, or separation to a final output device.

For instructions on how to approve proofs, see the Prinergy online help.

Approval status icons appear in dynamic columns in the list view in the **Pages** or **Signatures** views in the Job Manager, depending on the type of proof that you created.

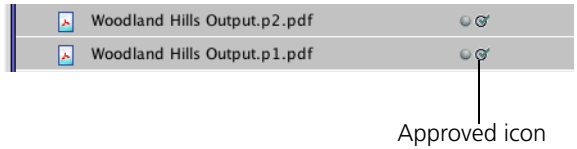



Figure 40: Approved icon appears in a dynamic column for a loose page proof

## Approving Proofs in Synapse InSite

Synapse InSite lets your customers view and download PDF page proofs over the Internet, annotate the proofs to indicate corrections, and submit the annotated proofs to you. Customers can also use Synapse InSite to approve or reject pages.

Your customers can find instructions on how to approve proofs in Synapse InSite in the Synapse InSite online help.

## Making Plates or Film

In Prinergy, you make plates or film by selecting separations and then selecting an appropriate final output process plan. The process plan contains the options that determine the final output result.

Before making plates or film, you must prepare imposition proofs and, optionally, approve all proofs.



For instructions for making plates and film, see the Prinergy online help.

## Web Growth and Other Distortion Compensation

You can set Prinergy to compensate for distortion on a press. The compensation is done digitally, by altering the image as it is being rendered onto media.

Web growth occurs when printing on inexpensive paper, where water causes the paper to expand and thus causes the separations to be out of register.

Prinergy compensates for linear growth:

- Across the web (or sheet)
- Along the web
- Both across and along the web simultaneously

To compensate for distortion, you create one or more web growth profiles in a text editor such as Notepad, using specific syntax. Then, when you create the imposed proof or final output, you select the correct profile for the conditions under which you want to print. Prinergy writes the compensation information to the job ticket and applies the compensation as the data is rendered.



For more information about creating and using a web growth profile, see the Prinergy online help.

9

# Managing Files

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# Archiving Jobs

Archiving a job saves it to a separate storage device.

Generally, you archive a job after it prints. However, if you don't have all the input files, you can start a job, complete the necessary production steps, and then archive the job. Once all the remaining files have arrived, you can retrieve the job, and then complete it.

Archiving is controlled by an archive process plan. You can archive up to ten jobs at a time.

**To archive a job:**

- Select one or more jobs in the Job Finder, then select **Archive** from the **Storage** menu.



For more information about archiving, see the *Prinergy System Administration Guide*.



**Note:** You can display information about the removable storage media in your system using the Media Manager, available from any **Tools** menu in Workshop. The Media Manager is available only if Prinergy Archiver is licensed on your system.

# Purging Jobs

After a job is archived, you can purge it to free up active disk space. Prinergy maintains database information regarding the location of the job in the archives, so the job can be retrieved if you need to continue working on it.

Purging is controlled by a purge process plan. You can purge up to ten jobs at a time.

**To purge a job:**

- Select one or more jobs in the Job Finder, and then select **Purge** from the **Storage** menu.

# Retrieving Jobs

Retrieving a job means pulling an archived job back into the system for reuse.

Retrieving is controlled by a retrieve process plan. You can retrieve up to ten jobs at a time.

**To retrieve a job:**

- Select a job in the Job Finder, then select **Retrieve** from the **Storage** menu.

# Destroying Jobs



**Attention:** Destroy a job only if you will never need it again.

Destroying a job completely removes it from the system and you can no longer retrieve it. If you think you may need to print the job again, archive and purge it instead.

**To destroy a job:**

- Select a job in the Job Finder, and then select **Destroy entire job** from the **File** menu.

  If input files are in the **Jobs** folders, they are destroyed with everything else in the **Jobs** folder. If they are elsewhere on your system, they are not destroyed.

# Destroying Imposition Plans



**Attention:** Destroy an imposition plan only if you will never need it or its associated page sets, pages, and input files again.

When you destroy an imposition plan, Prinergy permanently removes from the system the imposition plan and the page sets, pages, and input files associated with the imposition plan. You cannot retrieve an imposition plan or its associated page sets, pages, or input files after you destroy it.

This feature lets you remove the job input, while retaining your job settings, for example, the image search path. If you want to destroy an imposition plan but another imposition plan in the same job uses its page sets, pages, or input files, Prinergy will not destroy the page sets, pages, or input files.

**To destroy an imposition plan:**

- Select the **Signatures** view in the Job Manager. Select an imposition plan, then from the **File** menu, select **Destroy Imposition**.

  This destroys the imposition plan and its associated page sets, pages, and input files.

# Deactivating Jobs

A job can be set to *completed* either manually from the Job Finder or automatically as part of a full job purge (a process plan option). Completed jobs cannot be opened from the Job Finder, do not appear in the reports shipped with the system, and do not appear in the default view in Synapse InSite.

# Viewing Storage Information

The Storage view in the Job Manager lets you view archive information about the files in a job.

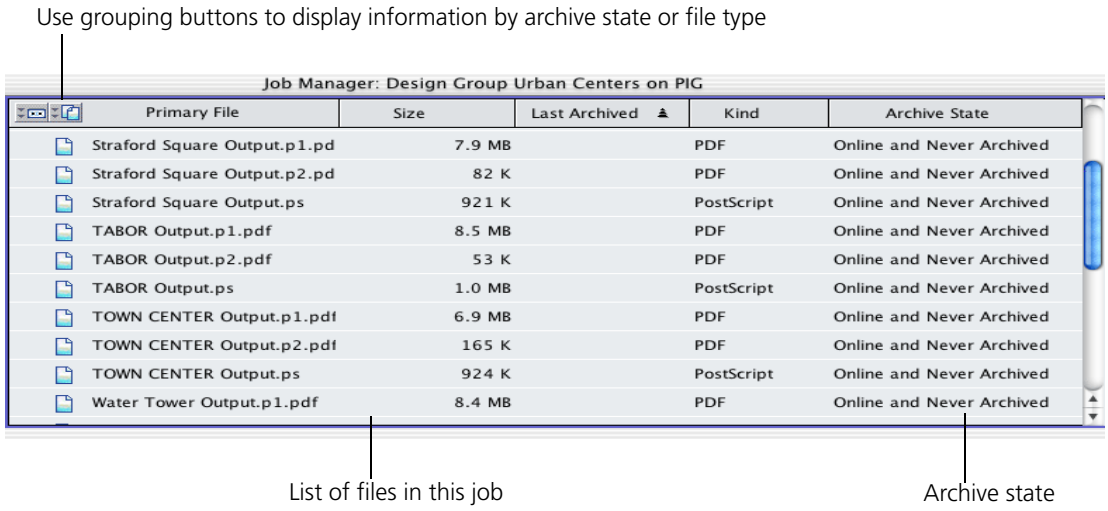



Figure 41: Job Manager, Storage view

# Glossary

| | |
|---|---|
| action detail | Details of a recorded action in the history log. Details can include date and time an action or process was performed, file names, and status. |
| Administrator | See *Prinergy Administrator*. |
| Adobe Acrobat | Desktop software that lets you create and edit documents in Adobe Portable Document Format. See also *PDF*. |
| Adobe Extreme | A high-end production-printing architecture that provides some of the core technology for Prinergy. This includes support for PDF and Portable Job Ticket Format (PJTF) and an underlying communications structure. |
| archive (noun) | A potentially permanent job or a set of related files that may span several file systems on one or more machines. |
| archive (verb) | To write a job or related files to media for permanent storage. Files are saved in context, while job data is retained in the Prinergy database, enabling you to retrieve the job to the system. See also *retrieve* and *purge (verb)*. |
| assign | To tell Prinergy what page content should appear in which position of a page set or imposition plan. |
| client machine | See *Prinergy workstation*. |
| client software | Software that makes a request of server software in order to complete a task. In Prinergy, the main client software is Prinergy Workshop. See also *server (software)*. |
| color database | Contains information about spot colors, for example, process color recipes and ink parameters tht are necessary for trapping. You create and maintain entries in the color database through the Global Color Editor and Per-Job Color Editor. |

color match (verb)

To keep color consistency when converting one color space to another—for example, from RGB to CMYK. Prinergy uses ICC profiles to map to L*a*b, a device-independent color space. An ICC target is used to map to a device space when a file is ready for output. This maintains color consistency between the color model and output devices.

color mapping

Reducing the number of spot colors in input files to the number of colors to be output by mapping excess colors to other spot or process colors.

ColorConvert

The section of the refine process plan where color handling parameters are defined.

ColorMatcher

The JTP (job ticket processor) that handles color matching in Prinergy.

crop (verb)

To remove portions of a printed piece, photograph, plate, or digital image to a desired size or oto mit unnecessary detail.

In Prinergy, images are cropped automatically during the image optimization part of the refine process to remove information that is not visible. Image cropping reduces file size.

CT/LW

A file format developed by Scitex, where contone images (CT) are separated from the line work (LW). A third file , called the layout file, is used to position the CT images within the linework.

destroy

To permanently delete a job and all references to it from the Prinergy system. You can also destroy history log entries.

digital master

A PDF file created by Prinergy from an input file that is a complete, reliable entity. Only page description information is contained in the PDF page. Proofs, film, and plates can be made from the same PDF file by selecting an appropriate output process plan.

dot gain

On halftone output, the absolute percentage change in the actual (physical dot gain) and perceived (optical dot gain) size of a halftone dot as it goes through the halftone reproduction process. For example, 5% dot gain means that 5/100 more light is being absorbed, regardless of the tint that is being measured. In other words, 5% dot gain on a 1% tint means an effective dot area of 6%; 5% dot gain on a 50% tint means an effective dot area of 55%.

| | |
|---|---|
| downsample | To reduce the resolution of an image. Frequently downsampling is done when the resolution is greater than is needed and the additional resolution does not enhance image quality. Downsampling reduces file size. In Prinergy, downsampling takes place during the image optimization part of the refine process. Downsampling values are set in the **Optimize** section of the refine process plan. |
| element | Any item within a job, including a page, page set, signature, or input file. |
| Extreme | See *Adobe Extreme*. |
| fat PostScript | PostScript files that include high-resolution images. Compare to *thin PostScript*. |
| file reference | A reference created when an input file or imposition plan is added to a Prinergy job. Information about the actual location of the file is stored in the Prinergy database. |
| file server | A computer that is connected to the Prinergy system via the network, but is not running any Prinergy software components. It is used to store Prinergy job folders or input files for Prinergy jobs. |
| Global Color Editor | Software that lets you add and maintain global entries in the color database. Start the Global Color Editor from the **Tools** menu in the Job Finder or Job Manager. |
| Global Font Converter | Software that converts font files into PFA (Printer Font ASCII) format for use by Prinergy. Fonts converted by the Global Font Converter are stored on the home server that you are logged onto and are available to all jobs being processed by the Render JTP(s) on that server. |
| group | Used to organize pre-jobs and jobs. Though similar to a folder, groups cannot be seen from the Finder (Macintosh) or Explorer (Windows). Groups are part of the data structure that is internal to Prinergy and are managed in the database on the primary server. You can create a group at the same time that you create a job or pre-job. Or, you can create a group in the Job Finder, and then create pre-jobs or jobs within the selected group. |
| home server | The job server for a particular Prinergy job. When you create a job, you are required to select a job server on which to store your job. |

| | |
|---|---|
| hot folder | A folder that is monitored for incoming files as a trigger for an automatic operation. The software that processes the files checks the folder location on a regular basis, then automatically processes files found there. |
| ICC (International Color Consortium) profile | A color space description that acts as a standard for accurate reproduction of colors across different platforms, devices, and software. |
| image optimization | An step in the refine process that reduces the size of images in the input file by cropping and downsampling. |
| imposition | A means of arranging a number of pages on the front and back of a press sheet to ensure correct order after the printed sheet is folded. |
| imposition plan | A file containing an electronic description of the marks, geometry, and layout of page positions for one or more signatures. It typically does not contain page content. Create an imposition plan by preparing an imposition with blank pages using imposition software such as Preps or SignaStation, and saving it as a PDF job ticket. |
| imposition proof | The output of sheets, surfaces, or separations to a proofer. The printing of the proof is initiated from Prinergy by selecting the element(s), and then selecting an output process plan. Also called *signature proof*. |
| input file | A file that contains page content. For example, a input file can be created by printing a customer's application file, such as a QuarkXPress file, to a PostScript file. |
| job | The unit used to organize work. A job typically, but not necessarily, corresponds to all the components of one publication. When you create a job, Prinergy creates a job folder and database entries for tracking the job. |
| Job Finder | The first window that appears when you start Prinergy Workshop. From this window, you can create a new pre-job or job, and locate and open an existing pre-job or job. You can also create groups and access other software from the **Tools** menu. |

job folder

A folder (directory) on a Prinergy server that stores all the system files for a pre-job or job. In addition, the job folder may include input files from your customer. Job folders are stored in a central directory and can include any number of subfolders to help organize job information.

Job Manager

The main Prinergy Workshop window for job-level workflow management. Once you create or open a job in the Job Finder, you work in the Job Manager.

job server

A Prinergy server on which job folders are stored. See also *home server*.

job ticket

Job tickets provide information to Adobe Extreme about how to execute a process. An output job ticket, for example, includes information about layout (imposition), PDF files, and device-specific settings. An output process plan, created in the Process Plan Editor, is like a template of device-specific settings. When you select elements and choose an output process plan, file and layout information are added to the selected process plan to build a complete job ticket.

job ticket processor (JTP)

Software that performs a specific processing step to help process an Adobe Extreme job ticket. JTPs are configured using Prinergy Administrator.

Job Toolbar

The area below the Selection Wheel in the Job Manager displays either the **User Toolbar** or the J**ob Toolbar**. A toolbar contains the process plans you use most often.

The **Job Toolbar** is associated with the job for which you create the toolbar. The **Job Toolbar** file is stored inside the job folder. Select **Manage Job Toolbar** from the **Edit** menu to determine which process plan icons will appear in the **Job Toolbar**. See also *User Toolbar*.

layering

To assign two or more PDF pages to the same page position in a page set. Layering is typically used with versioning. See also *versioning*.

loose page proof

The output of a refined page or pages to a proofer (like a laser printer or color printer) or to Virtual Proof software.

low resolution

Refers to images or data that are downsampled versions of full-resolution originals.

In Prinergy, the term *low resolution* can also be used to describe one of two types of renderers.

**normalize** A step in the refining process that creates a one-page PDF file for each page in the input file. Options in the normalize process are: default page size, OPI, and font handling.

**OPI** Open Prepress Interface. An extension to PostScript that automatically replaces low-resolution placeholder images with high-resolution images. Prinergy uses Adobe's OPI that is packaged with Extreme. You can optionally initiate OPI during the refine process by setting the appropriate OPI options in a process plan.

**optimization** See *image optimization*.

**output** There are three types of output: loose page proofs, imposed proofs, and final (plates or film). Each of these output types corresponds to a process plan type in the Process Plan Editor.

**page** A PDF file that is an individual page of text, drawings, and fonts.

**page geometry** Settings to define offsets, trim sizes, rotations, scaling, and bleeds for each page.

**page position** A placeholder in a page set that shows where a page can be assigned. A page set is comprised of page positions. There are the same number of page positions in the page set as there are pages in the imposition plan. See also *page set*.

A large, black V covering a page position indicates that two or more pages are layered on one page position. Layered page sets are often used for versioning.

**page proof** See *loose page proof*.

**page set** Page sets are the intermediary between pages, that is, job content and imposition plans. Page sets let you assign pages without that action binding you to one particular imposition plan. When you assign a page to a page position in the set, the page is also automatically assigned to the correct position on the imposition plan.

You can assign two or more pages to the same page position when the job is set up for versioning.

**PDF** Portable Document Format. PDF is a reliable file format for storing line art, images, and text (including all required fonts) for pages. PDF files do not contain device-specific settings such as imaging resolution or duplex options.

**Per-Job Color Editor**

Software that lets you add and maintain job-specific entries in the color database. Start the Per-Job Color Editor from the **Tools** menu in the Job Manager.

**Per-Job Font Converter**

Software that converts font files into PFA (Printer Font ASCII) format for use by Prinergy. Fonts converted by the Per-Job Font Converter are stored in the job's **<Job Folder>\Fonts** folder. These fonts are available only to the current job.

**Portable Document Format**

See *PDF*.

**Portable Job Ticket Format (PJTF)**

Adobe's Portable Job Ticket Format (PJTF) contains descriptions of device-specific settings and describes the desired output style for one or more pages from PDF files. See also *job ticket*.

**PostScript**

A page description programming language developed by Adobe Systems. It is used to describe type and visual elements so that they can be output on devices with PostScript interpreters.

**pre-job**

The unit used to organize work. It's similar to a job but used differently. You create pre-jobs in the **Pre-Jobs** view in the Job Finder , You can use pre-jobs in two ways:

- Use pre-jobs to handle exported jobs. You create a pre-job, and then attach a hot folder to the pre-job. You can then drop an exported job (**<job name>.zip**) into the pre-job hot folder, and the system automatically creates a new job from the exported job.
- Use pre-jobs to store elements that are used in more than one job. For example, you can create a pre-job for a customer, and then add the logos, images, and/or converted fonts that the customer often uses, to the pre-job. You set the image and/or font search paths in the pre-job. When you create a new job for the customer, you copy the image path and/or font path from the pre-job to the new job. The new job will use the images and/or fonts from the pre-job. This way, you only need to add the images and fonts to the system once, but you can use them many times.

When a pre-job is enabled for web access, your customer can view it in Synapse InSite.

**press sheet**

A piece of paper printed from either a sheet-fed or web-fed press that becomes part of a signature. For a web-fed press, the press sheet is the size of the roll width by the cutoff length.

primary server

The main server machine in a Prinergy system. It contains all Prinergy Server components, including the Oracle database. The primary server coordinates requests from Prinergy Workshop and maintains the database. In a distributed system, the primary server coordinates client requests and maintains the database, but some tasks can be carried out on secondary servers to increase overall system performance. There is only one primary server in a Prinergy system.

Prinergy Administrator

Software for system administration tasks such as configuring JTPs, adding and removing servers and job volumes, starting and stopping Prinergy, and monitoring the system.

Prinergy system

A system of networked computers that includes at least one Windows 2000 server machine running Prinergy Server (the primary server), as well as at least one Macintosh, Windows NT, or Windows 2000 workstation that is running Prinergy Workshop (the client machine). A Prinergy system may also include any number of secondary servers, tertiary servers, and additional client machines. A site can have multiple Prinergy systems.

Prinergy workstation

A computer that is running Prinergy Workshop; it is not running any Prinergy Server components. It can also be called a client machine. A Prinergy workstation can be a Macintosh, Windows NT, or Windows 2000 computer.

Prinergy Workshop

Client software that provides the main user interface to the Prinergy system. From Prinergy Workshop, you can manage the workflow for each pre-job or job. Within Prinergy Workshop, you can access the Job Finder, Job Manager, Queue Manager, Process Plan Editor, Global and Per-Job Font Converters, Adobe Acrobat, and Global and Per-Job Color Editors.

Prinergy Server (hardware)

A Windows 2000 server machine running Prinergy Server software. It can be a primary or secondary server. Compare to *Prinergy Server (software)*.

Prinergy Server (software)

The server software side of a Prinergy system. It is made up of a number of components, including Adobe Extreme, Oracle database, and Prinergy Administrator. These components can be distributed on multiple server machines.

process

An action that is initiated by a process plan, for example, refine, output, import/export, and archive/retrieve/purge. All other interactions with Prinergy are called actions. A process requires one or more entities on which the process will operate—input files, PDF pages, signatures, surfaces, or separations—and a process plan that specifies how the process will operate on the entities.

process plan

A file containing a collection of options and parameters that tells Prinergy how to perform a process. Because settings are predefined, using process plans provides consistent results. Process plans are created using the Process Plan Editor.

You can initiate a process from within Prinergy by selecting files, and then selecting a process plan. Information about the selected files is combined with parameters set in the process plan to build a complete job ticket that can be processed by Adobe Extreme.

Process Plan Editor

Used to create, modify, and manage process plans and workflow plans. The Process Plan Editor is accessed from the **Tools** menu in the Job Finder or Job Manager in Prinergy Workshop.

process plan group

A way of organizing process plans and workflow plans. Process plan groups are created and maintained through the Process Plan Editor. These groups are used to organize process plans and workflow plans.

purge (verb)

To remove selected job files from a Prinergy server. However, the job remains in the system because job metadata is retained in the Oracle database. Purging is done after a job has been successfully archived. Compare to *destroy*. See also *archive (verb)* and *retrieve*.

Queue Manager

The window through which you view and manage queued and active processes on all Prinergy JTP queues.

rasterize

To convert vector data to pixel data.

recorded actions

Actions (including processes) the system performs that appear in the history log, such as adding files to a job, assigning pages, setting page geometry, and initiating output.

refine

A Prinergy process that can include normalizing, color conversion, trapping, and thumbnail generation. Input files are processed by the refiner according to parameters set in the selected refine process plan.

| | |
|---|---|
| refined pages | When the system refines an input file, it creates a PDF file for each page in the input file. The resulting PDF files are sometimes referred to as refined pages. |
| refiner | The software component that performs the refining process. How the refiner behaves is specified by the selected refine process plan. See also *refine*. |
| render station | A secondary server that is connected to an output device and is running a high-resolution renderer JTP. It is generally not used to store jobs or run other types of JTPs. Instead, it is reserved for rendering files for output. |
| renderer | The software component that rasterizes and screens PDF input files. |
| retrieve | To bring back to the Prinergy system files that were previously archived to media. In Prinergy, retrieving instructions are set in the retrieve process plan. See also *archive (verb)* and *purge (verb)*. |
| RIP | Raster image processor. Software that converts PostScript data into raster (bitmap) data. PDF workflow, as it is applied in Prinergy, utilizes a two-phase RIP process: interpretation and rendering. Interpretation happens as part of the refine process when the input file is normalized to PDF. Rendering, which converts the PDF file to raster data, happens as part of the output process. |
| run list | A Preps term for the collection of pages that makes up a signature. If you use Preps to generate imposition plans, each page in the Preps run list corresponds to a page position in a Prinergy page set. |
| secondary server | Any Prinergy server in a Prinergy system that is not the primary server—that is, it is running Prinergy Server software but does not store the Oracle database. Secondary servers can run some JTPs to facilitate distributed processing. A Prinergy system can include multiple secondary servers. See also *render station*. |
| Selection Wheel | The object used in Prinergy to select different views in a window. |
| separation | A color layer of one surface. |
| server (hardware) | See *server machine*. |

**server (software)** In a client/server architecture, such as Prinergy, server software (such as Prinergy Server) carries out requests made by client software (such as Prinergy Workshop), and then sends relevant information back to the client software.

**server machine** A computer that provides some service for other computers connected to it via a network. In Prinergy, there are four types of servers: the primary server and secondary server(s) (which, collectively, are referred to as Prinergy servers), tertiary servers, and file servers. See also *primary server*, *secondary server*, *tertiary server, Prinergy Server (hardware)*, and *file server*.

**sheet** Both surfaces of one printed press sheet.

**signature** One or more sheets folded to form a section of a book or pamphlet. Also called a *form*.

**signature proof** See *imposition proof*.

**soft proof** A proof displayed on the monitor using soft proofing software such as Adobe Acrobat or Virtual Proof software.

**software process** A Prinergy Server software component that performs a specific task. You can monitor the status of Prinergy processes in the Processes window of Prinergy Administrator.

**surface** The set of separations that prints on one side of a press sheet. Surface sides are usually described as front and back, A and B, or 1 and 2.

**Synapse InSite** Software that lets your customers communicate with you and work with their jobs over the Internet.

**system** See *Prinergy system*.

**system administration client** See *Prinergy Administrator*.

**template** A pre-job or a job that contains hot folders, attributes, and image or font search paths that you want to use in other pre-jobs or jobs. When you create a new pre-job or job, you can base it on a template, and the new pre-job or job assumes the settings from the template.

**tertiary server** A Windows NT server, Windows 2000 server, or UNIX server that is connected to the Prinergy system via the network, but is not running any Prinergy software components. It is used to store job folders and input files for Prinergy jobs.

thin PostScript

PostScript files that contain OPI references to high-resolution images, but no actual image data. Compare to *fat PostScript*.

thumbnail

A very low-resolution sample image of a page or signature displayed in Prinergy Workshop and Prinergy InSite.

toolbar

See *Job Toolbar* and *User Toolbar*.

trap (verb)

A printing technique in which adjacent printed colors are slightly overlapped to ensure that white space does not appear between the colors. Trapping parameters can be specified in the TrapEditor plug-in version or in the refine process plan.

TrapEditor

A Prinergy plug-in to Adobe Acrobat that lets you view and edit traps in PDF files. The TrapEditor is not a standard Prinergy component; it must be purchased separately.

trapper

The Prinergy software component that provides trapping services (Trapper JTP).

TrapViewer

A Prinergy plug-in to Adobe Acrobat that lets you view traps in your PDF files. The TrapViewer is a standard component of Prinergy systems.

User Toolbar

The area below the Selection Wheel in the Job Manager displays either the **User Toolbar** or the **Job Toolbar**. A toolbar contains the process plans that you use most often.

The **User Toolbar** is associated with your user name—that is, the name you use to log on to Prinergy Workshop. Select **Manage User Toolbar** from the **Edit** menu to determine which process plan icons appear on the **User Toolbar**.

versioning

To set up a Prinergy job to use two or more layers of pages. You then assign two or more pages to the same page position in a page set. You can also import a versioning imposition plan into a job, and then display and hide common and unique separations.

volume (Prinergy)

A shared folder on a Prinergy server. You must add the volumes that you want to access via Prinergy Workshop to Prinergy Administrator. Only the volumes added to Prinergy Administrator appear in Prinergy Workshop.

Mounting a volume (Mac) or mapping a drive (PC) does not affect what appears in the Prinergy Workshop.

**workflow plans** Workflow plans link process plans together to offer more automation.

**Workshop** See *Prinergy Workshop*.

**workstation** See *Prinergy workstation*.

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