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Procedure

Standard Operating Procedure: Prinergy Automation Bundle 2-Day Start-Up Assistance

Service Overview

Kodak® Prinergy® Automation Bundle Start-Up Assistance (SUA) is a 2-day, on-site service that allows customers to get up and running faster with the Automation Bundle. By providing on-site coaching and configuring the workflow to meet specific production needs, customers are able to reach full functionality in less time. A Kodak product expert will work directly with the customer's prepress manager and trained staff to ensure they are able to successfully apply the skills acquired in Kodak product training courses.

This is a fixed duration service—if additional on-site time is required, advise the customer that it can be provided on a chargeable basis, subject to limitations of scheduling and local availability. A Kodak sales representative should be contacted. Additional, optional SUA services can be ordered as:

- SD-0001-25 - Start-Up Assistance, Prinergy (1 day)

The following Prinergy options include extra SUA entitlements:

- 22-0049A Kodak PrintLink digital ink-profiling software (1 day)
- 22-0110A PrintLink Site License (1 day)
- 22-0099A Kodak Web Growth software (1 day)

Prinergy Automation Bundle Start-Up Assistance Deliverables

Services

The Kodak product expert will be on-site for 2 days, continuously, to provide the Start-Up Assistance service consisting of on-site coaching and support. To maximize value, Kodak recommends that the prepress manager be available at the start of the SUA service to review deliverables and assign individuals to participate in the Start-Up Assistance program.

Key Service Steps

Suggested durations are only a starting point—they can be changed, depending on customer needs.

	Omitted	Completed
1. Review Smart Hot Folders (suggested duration one hour)		
Basic overview and discussion of Automation Bundle	☐	☐
Explore Smart Hot Folders online help	☐	☐
2. Review Rules-Based Automation (suggested duration two hours)		
Follow up on the self-study guide that should be completed before the SUA	☐	☐
Basic overview and discussion of Kodak Prinergy® Rules-Based Automation software	☐	☐
Show sample rules	☐	☐
Explore Prinergy Rules-Based Automation software online help	☐	☐
3. Review Automated Page Assignment (suggested duration two hours)		
Basic overview and discussion of Kodak Prinergy® Automated Page Assignment software	☐	☐
Explore Prinergy Automated Page Assignment software online help	☐	☐
4. Review Automated Imposition (suggested duration two hours)		
Basic overview and discussion of Automated Imposition	☐	☐
Explore Automated Imposition online help	☐	☐
5. Discuss combined automation operations (suggested duration nine hours)		
Discuss possible automation combinations and requirements for the customer	☐	☐
Assist customer in implementing automation at their site	☐	☐

Service Prerequisites and Customer Responsibilities

Before Starting Service Delivery

To obtain maximum value from the service, the Prinergy Rules-Based Automation software self-study training must be completed before the start of the SUA. Any uncompleted training issues will not result in a longer
SUA period.

During Service Delivery

Everyone participating in the SUA should be available at all times during the SUA service.

Limitations and Exclusions

This is a fixed duration service—if additional on-site time is required, it will be provided on a chargeable basis, subject to limitations of scheduling and local availability.

This service is for Start-Up Assistance only. Kodak helps the customer to implement possible automation scenarios at the customer's site. Kodak is not responsible for the implementation itself, or the functionality of the implemented automation.

Automation Bundle Start-Up Assistance is limited to functionality that can be addressed via the interface. This service does not include custom scripting or development.

Customer Comments

Note any customer comments or actions needed:

Confirmation

The Automation Bundle Start-Up Assistance was performed on / / (day/month/year) by a representative of Kodak and witnessed by at least one representative of the customer.

Kodak representative: _____

Signature: _____

Customer representative: _____

Signature: _____

Upon completion of the Start-Up Assistance, the Kodak representative will send a copy of the entire document to the regional service manager.

About Kodak Graphic Communications Group (GCG)

The leading provider of graphic communications solutions worldwide, Kodak's Graphic Communications Group (GCG) offers image capture systems; professional color, copydot, and high-speed document scanning systems; inkjet printing and proofing systems; workflow and color management software; thermal imaging devices for film, plates, and proofs; high-quality proofing media, printing plates, and recording film; on-demand color and black-and-white printing systems; data storage products; and professional services. Creo joined the GCG in June 2005, when it became a wholly owned subsidiary of Kodak. With corporate headquarters located in Rochester, N.Y., Kodak (NYSE: EK) had sales of $13.5 billion in 2004 and is committed to a digitally oriented growth strategy.

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