Prinergy Dashboard

Quick Reference Card

graphics.kodak.com

Kodak

Job Activity

The bigger the circle, the more recently the job was modified

Resize and Sort Column

To sort, click column heading. To reverse sort order, click the sort triangle. To resize Job Name column, click and drag its column separator.



Customer Approval Icon

Indicates the approval status of the customer's job, from Prinergy® and/or InSite software

- Approval requested
- Approved
- Rejected

Search

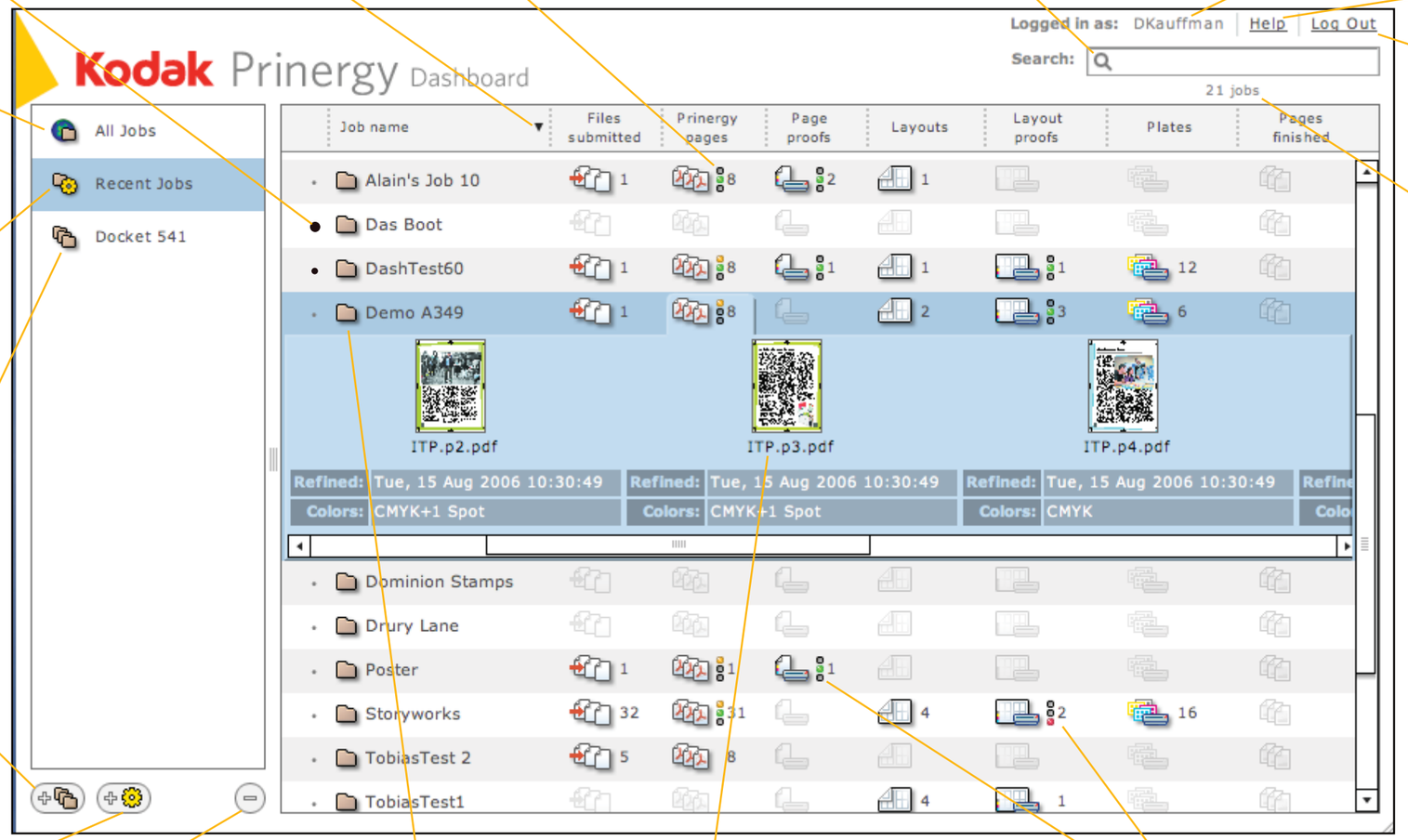
Finds the job names in the currently visible view

Login ID

Name of the currently logged in user. Needs to be valid on the viewed Prinergy servers.

Help

Click to open help, or right-click objects for context-sensitive help



All Jobs

Special job list of all jobs across all your Prinergy servers

Logout

Logs the currently logged-in user out of the session

Smart job list

Job list showing jobs matching the rules you set up

Jobs Count

Number of jobs visible in this view

To remove a job from a standard job list, select the job list, select the job, and press the DELETE key

Standard job list

You can manually add or remove jobs from standard job lists

To select multiple jobs for adding to standard job lists, press SHIFT-CLICK, CMD-CLICK (Macintosh®), or CTRL-CLICK (Windows®)

Create new Standard Job List

Creates a new, empty job list for you to add jobs to

To view job details for more than one job at a time, press and hold the OPTION key (Macintosh) or ALT key (Windows) when clicking the jobs that you want to see

Create new Smart Job List

Opens the dialog box that lets you define the rules of a smart job list

Delete Job List

Deletes the selected job list (you cannot delete the "All Jobs" job list)

Job Details

Click the job folder for job details, including links to Prinergy Workshop and InSite software.

Page Thumbnails

Prinergy software settings determine whether thumbnails are displayed. You can double-click to open the PDF in the Adobe® Acrobat® software, even if there is no thumbnail.



Proof Approval Icon

Indicates the approval status of a proof, as set in the Prinergy software

- Proof approved
- Proof rejected

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