



Quick Start. Prinect Manager 2020.



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About This Documentation

This documentation applies to version 2020 of the Prinect Manager.

This documentation will give you a brief introduction to operation of the Prinect Cockpit. An example will also show you how to configure and execute a standard work process.



Note: The Prinect Manager represents the Prinect Workflow variant with the highest integration level. Because this documentation was written not only for the Prinect Integration Manager but also for the Prinect Prepress Manager, the Prinect Pressroom Manager, the Prinect Postpress Manager, the Prinect One Box and the Prinect Digital Front End (DFE), the general term "Prinect Manager" will be used in this documentation. A specific variant will be mentioned explicitly only in special cases.

What you should already know

We assume that you are familiar with the Windows[®] and Mac OS X[®] operating systems that are supported by this application. You should also be familiar with the processes and terms used in a digital print shop workflow.

Further Documentation

You can find more information in the following documentation:

- in the enclosed "How to get started" leaflet
- in the Heidelberg Prinect Licensing - User's Guide
- in the Online Help for the Prinect Cockpit

Before you start ...

Symbols and Styles

The following typographical conventions are used in this manual:

- References to other chapters and sections are [blue](#) (on the screen) and [underlined](#).

Example: See "[Symbols and Styles](#)", page 8.

- Quotation marks are used to indicate menus, folders, functions, hardware conditions, switch settings, system messages, etc.

Example: Set the switch to "off".

- Menus, functions and sub-functions are separated by ">".

Example: Select "File > Open...".

- A plus sign is used to indicate that several keys have to be pressed at the same time.

Example: Press Alt+A.

Important Information

Important information in the text is indicated by symbols at the side which are used as follows:



Warning: Contains information that must be taken into consideration to protect the user from injury.



Caution: Contains information that must be taken into consideration to prevent damage to hardware or software.



Note: Contains important general or supplementary information about a specific topic.



Prerequisite: Lists requirements which must be fulfilled before the steps which follow can be performed.

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Basic Concept of the Prinect System

The Prinect Manager provides you with all the functionalities for an automated print shop workflow, depending on the configuration. This workflow covers preparation of the digital job data (documents, images), proofing and CTP output, monitoring of the print process right up to connection to finishing of the printed products.

What Components Does a Prinect Manager Workflow Have?

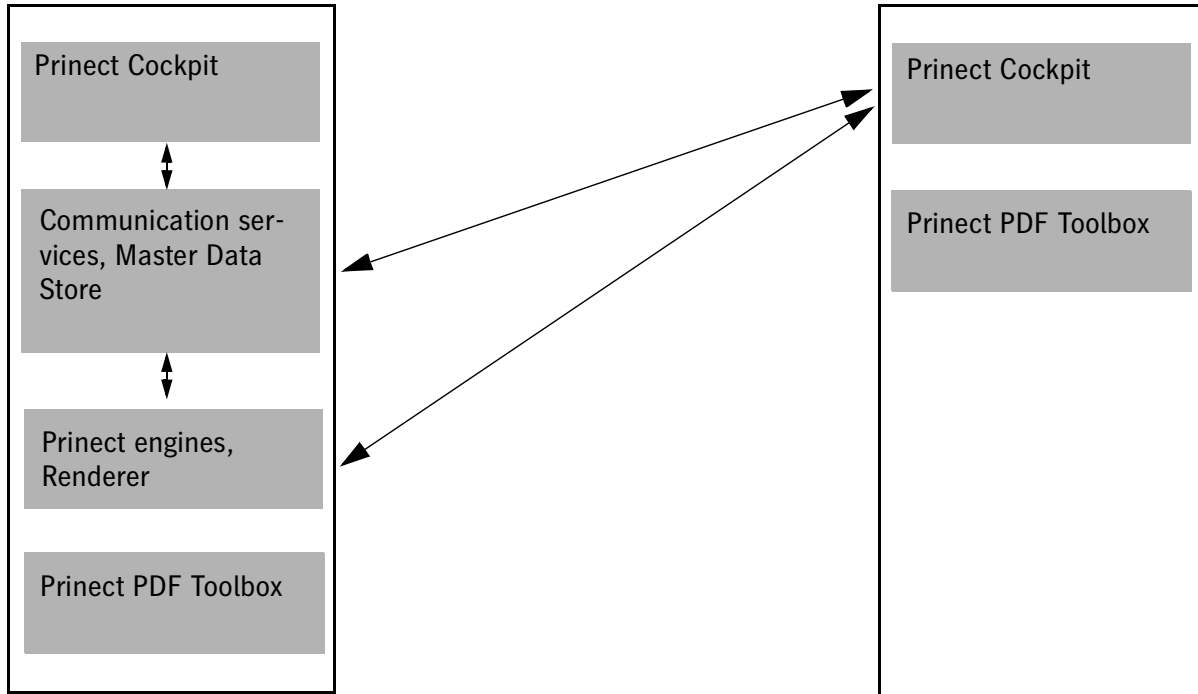
A Prinect Manager is built up on the model of a server-client architecture. The core of the system consists of central components that control all the processes in the system and that regulate communication flow between the single components. Important basic data like for example, printing materials, user or customer data, color profiles, are stored in the MDS (**M**aster **D**ata **S**tore). Job processing is done by "engines".

The user interface of the Prinect Manager is the "Cockpit" that can be installed as a client application on several computers in the network environment.

Introduction

Prinect Manager server PC

Additional Cockpit workstation



How do I use the Prinect Manager?

The "Cockpit" is the central user interface for all work that a user does on the Prinect Manager. You can install this program in a Windows and in a Mac OS X operating system environment. You can perform the following tasks in the Cockpit:

- Edit basic system settings (create users and customers, enter spot colors and printing material, etc.)
- Set up processing steps ("sequences") for automated job processing,
- create jobs, compile job components (input files, sheet layouts), view and monitor jobs, submit jobs or job data for processing or for approval, check the job status.

A licensed copy of the Adobe Acrobat Professional software must also be installed on each workstation using the Prinect Cockpit. This software is not included in the shipment of the Heidelberg Prinect software. The operator of the Prinect software is responsible for seeing to it that Acrobat Professional is installed on the workstation before installing the Cockpit.



Note: The Prinect Cockpit is the user interface in which a Prinect Manager is set up and managed in all its details. Tasks like creating new jobs using preconfigured sequence templates or monitoring running production processes or operation of the Plate Pilot can also be done in the "Prinect Portal" WEB User Interface. Details about this can be found in the Online Help of the Prinect Portal.

How Does Licensing Work?

Each installation of the Prinect Manager software includes installation of all the software components, irrespective of the licenses purchased. The number of options that you can use on a permanent basis is controlled by a license key. The "Prinect Licensing" module controls the enabling of the options and administration of the licenses. Prinect Licensing consists of two software components, the License Server and the License Manager. The licenses are enabled online via the Heidelberg licensing management. As of version 2019 licensing via a dongle is no longer supported. The switch-over to online licensing is also applicable for any version upgrades.

The License Server and the License Manager interact in a "client-server architecture". Administration of the licenses is done in the License Server whereas the License Manager depicts the user interface. Normally, the License Server is installed on the Prinect Manager server. In bigger system environments with a number of Prinect servers and/or Prinect products, it may be advisable to set up a dedicated License Server PC.



Note: You can find details about licensing in the "Heidelberg Prinect Licensing – User's Guide" or in the Online Help of the License Manager.

Sequence Templates

In the Cockpit, the processing operations are configured as "sequence templates" that are to run in the output workflow. By selecting certain preconfigured sequence templates, you can prepare and output the print jobs in different ways. The option of linking sequence templates lets you run different output processes, depending on their setup, more or less automatically.

Basic sequence templates

The following sequence types are required for a Prinect Manager basic workflow: "Qualify" sequence, "Prepare" sequence if required and "ImpositionOutput" sequence. Other types of sequences are available for advanced workflow options.

- Documents that are in the PostScript format are converted to the PDF format with the Qualify sequence in a "Normalizing" step. PDF documents are processed by the Normalizer ("refrying") only if their PDF format is not suitable for processing with the Prinect Manager. At any rate, you should make sure that the input documents are available as cleansed PDFs suitable for the subsequent processes. In a "Preflight" step, the input documents can be checked, for example, for the presence of all required fonts, correct image resolution, use of transparency elements, etc. You can customize the preflight settings to suit your needs.
- After the Qualify sequence, the pages can run through a Prepare sequence. This can be necessary, for example, if you wish to reduce transparency elements found in several layers of a PDF to one layer. The Prepare sequence also gives you the option of using advanced color management options.
- There are several proof options offering a preview of the print result to be expected which you can use before imaging takes place:

Introduction

- With a "PageProof" sequence, you can print single pages of a document to a page proofer. Page proofs are mostly used to check the correct color reproduction as a preview of the final product. For this purpose, Color Management that you can configure especially for this purpose in the PageProof sequence can simulate, for example, also the colors on the printing material intended for the final product. This means that true-color page proofing is possible if a suitable calibrated color printer is available.
- With an "ImpositionProof" sequence you can output sheet layouts to a form proofer to check the imposed sheet layouts. The form proofer can also be used to check color reproduction if the device is capable of reproducing sufficiently precise colors. For this purpose, you can also configure Color Management in the ImpositionProof sequence.
- CTP output is set up in an ImpositionOutput sequence.

Group Templates

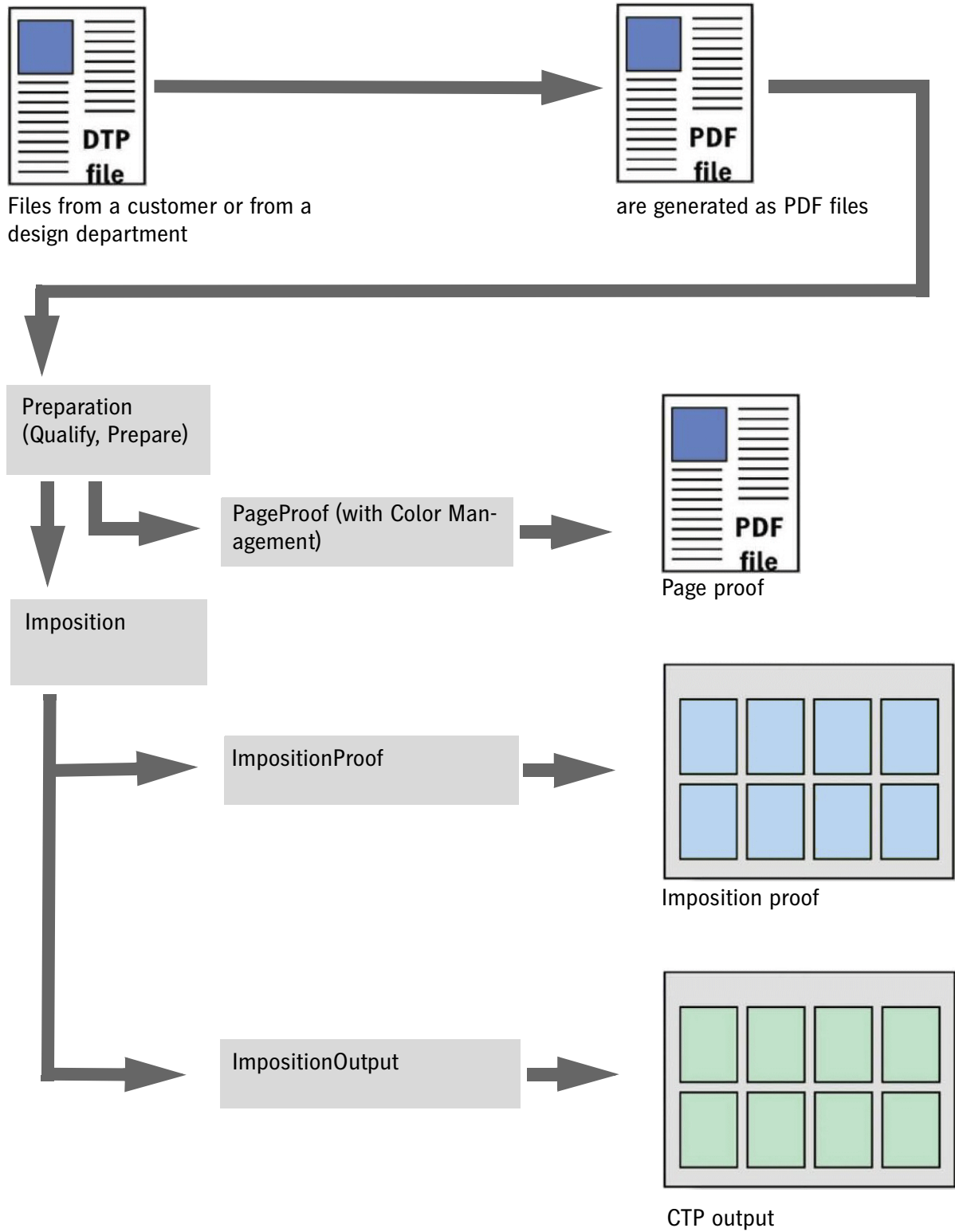
To configure automated processing, you can group several sequence templates to "group templates". In a group template, you can link single sequences by drawing connecting lines between them. These kind of linked sequence templates can run automatically one after the other without intervention from the user. You can save different processing setups as different group templates.

Smart Templates

Smart templates are groups of sequence templates that group all the steps required for automated output workflows ("Smart Automation") as is found, for example, in a web-to-print environment. In contrast to group templates that are made up of fully setup sequence templates, smart templates generally just contain placeholders for the different types of sequences that are linked together in the order they will be processed. These placeholders are characterized only by the sequence type and are not assigned any parameters when the smart templates are being defined. Only when the job is being processed are the required parameters sent to the template placeholders. The processing parameters result from the job properties as defined, for example, in the web-to-print application or in the MIS (Management Information System).

Job Processing Workflow

The graphic below shows you a diagram of the basic workflow in processing job files in the prepress workflow:



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1. In a first step, the documents to be printed are saved as PDF files in the DTP application. As a rule, the customer does this.
2. A new job is created in the Prinect Cockpit when the input files are on hand. This can be done either directly in the Cockpit user interface or also in the Prinect Portal, in a web-to-print application or in the MIS (Management Information System). If you expect a number of print jobs for a certain customer, you can create a job group where you can group the jobs of this customer. Furthermore, it is advisable to enter the customer data (name, contact, etc.) into the Prinect customer administration and assign the new job to the customer.
3. A print job opens in the Cockpit after it is created. You can now check its settings and, if necessary, change them. For example, you can modify single sequence templates or configure color settings (color order, handling of spot colors, etc.).
4. When you create a new print job, you can at this stage assign sequence templates or a group template to the job.
5. After that, the document files are added to the job.
6. Then, processing steps such as page or imposition proof follow.
7. The pages are normally imposed for a CTP output. To do so, the separate pages are assigned to the page placeholders of an existing layout template. This can occur interactively or automatically.
8. After imposition, an imposition proof can be printed if an appropriate proofer is available.
9. When the proofs are found to be OK, CTP output of the imposed sheets can be started with the ImpositionOutput sequence.



Note: Color proofers and imposition proofers are set up with the "Prinect Color Proof Pro" software and connected to the Prinect Manager. Linearization and calibration of proofers is also possible with Color Proof Pro. See also [Prinect Color Proof Pro - Online Help](#).

Platemaking completes the Prepress part of the Prinect workflow. Depending on the configuration of the Prinect Manager software, additional options for press output and/or finishing can be used apart from the work steps of a basic workflow.

Set up Customers



Note: The examples shown in this documentation solely demonstrate operation and must not be understood as imperative instructions.

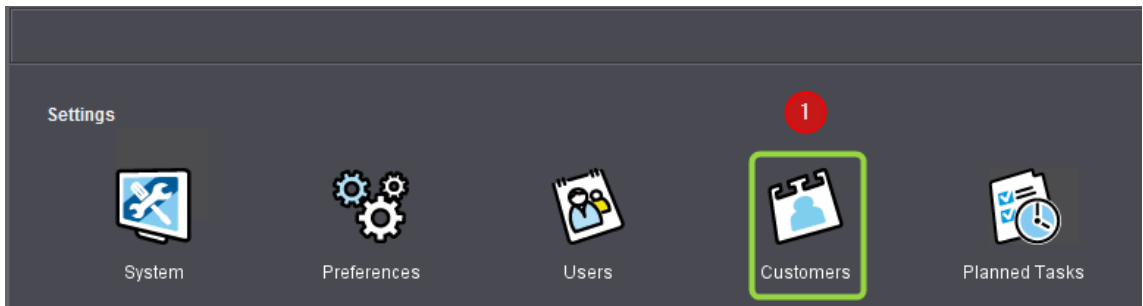
In daily work with the Prinect Manager workflow, the edited jobs are normally assigned to the customers concerned. For this purpose, the Prinect Manager has its own customer administration. Customer data are filed in the Master Data Store and are available at various points in the Prinect environment.



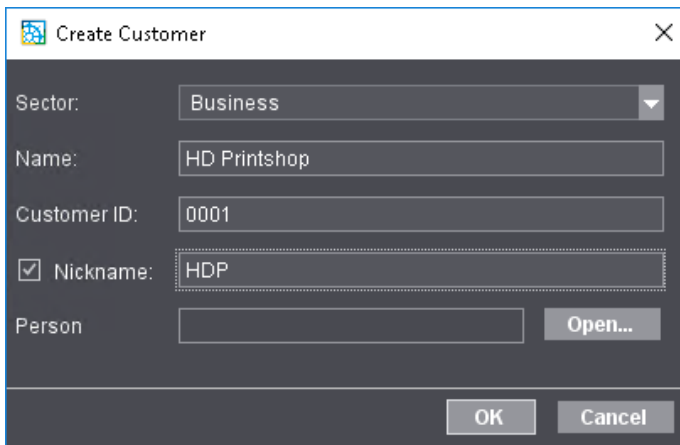
Note: Details about customer administration can be found in the Online Help of the Prinect Cockpit.

For example, you set up a "virtual customer" to be able to assign a customer to the demo jobs used in this documentation.

1. Go to "Administration" and click "Customers" (1).



2. Customer administration opens. Click the "New" button. The "Create Customer" dialog opens:

A screenshot of a "Create Customer" dialog box. The dialog has a title bar with a close button (X). It contains the following fields and controls:

- Sector: A dropdown menu with "Business" selected.
- Name: A text input field containing "HD Printshop".
- Customer ID: A text input field containing "0001".
- Nickname: A checked checkbox followed by a text input field containing "HDP".
- Person: A text input field followed by an "Open..." button.
- At the bottom right, there are "OK" and "Cancel" buttons.

Enter the following customer data:

- Sector: Business
- Name: HD Printshop
- Customer ID: 0001
- Nickname: HDP

3. Click "Open" beside "Person". The "Create Person" dialog opens:

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The screenshot shows a 'Create Person' dialog box with the following fields and values:

- Title: Mr
- First Name: William
- Family Name: Bauer
- Name Suffix: (empty)
- Additional Name: (empty)
- Job Title: (empty)
- Nickname: WillB
- Language: English

The 'Communication Channels' section is currently empty. The dialog includes 'New' and 'Delete' buttons within the communication channels area, and 'OK' and 'Cancel' buttons at the bottom.

Enter the following personal details:

- Title: Mr.
- First Name: William
- Family Name: Bauer
- Nickname: WillB
- Language: German

These details about the contact are enough for our purposes. In "Communication Channels", you can enter data such as phone number, mobile number, e-mail address, fax number or Web address.

Confirm the "Create Person" dialog with "OK".

Then confirm the "Create Customer" dialog also with "OK".

4. The "Customers" window now displays your new customer at the top left of the customer list (1).

Mark your customer (1) and fill out the "Address" section (2).

- Street: Hauptstrasse 1
- Postal Code: 10111
- City: Berlin
- Region: Berlin
- Country Code: DE
- Country: Germany

5. Confirm your inputs with "Save". Close the "Customers" window by clicking "Overview".

Create a Job

All the elements involved in the processing of documents are combined to form "jobs". You are prompted to enter the following information when creating a new job:

- Basic job data
 - Job Number

You must assign a job number to each job. A job number generally consists of a number of letters and/or digits. The job number identifies each job in the Princt Manager. For that reason, each job must have a unique job number. This is checked when you enter a new job number. If the job number you entered already exists, the number displayed is red and you cannot enter any more data until you enter a job number that is not yet used.

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- Job Name

The job name is the identifier that is used to display a job in the Cockpit user interface. The job name, too, must also be unique in the system. This means that you must give each job a job name that is not yet used as a job name in the system. After you enter the job number, hit the Tab key. The job number is copied automatically to the "Job Name" box. You can use the job number also as the job name or you can edit this entry.

- Documents

This is where you can assign document files to the job while you are creating a job. To do this, click "Browse" and select the document files in the file system. You can also skip this step and add the document files later after the job is created and opened.

- Job Group

Generally, it is advisable to create each job in a job group. This lets you use, for example, a separate group for each customer you have. If there is a group structure in the system, the group that you selected before you click "New Job" is entered in this box. By clicking "Change", you can select a different, available group or create a new group and select it.

- Job Home

In this box, you set the folder in which all the job-specific data will be filed. Normally, the job files are filed in the "PTJobs" system folder of the Prinect server and there in the "Jobs" subfolder. A subfolder with the name of the job group is created below the "PTJobs" folder. A folder with the job name is created in this subfolder. All the job-specific data are filed in this folder. You must click the lock icon if you do not wish to use this default. This releases the linking between job group and job folder and you can use "Change" to select another folder for the job files. We recommend that you do this only in exceptional cases because the defaults ensure that the job files can be found fast in the system. The "PTJobs" folder is shared in the network, meaning that the job files can be accessed by other computers in the system environment, for example, by other Cockpit computers. In addition, the central location of all job files facilitates a backup of the data.

- Customer Data

Assignment of customer data to a job is optional but we strongly recommend that you use the Prinect customer administration and assign customer data to each job.

- Customer Job ID

The assigned Prinect job number is entered by default in this box. This is where you can enter customer job numbers in the case that your customers use their own job numbers that are different to the Prinect job numbers.

- Customer Job Name

Similar to a customer job number, this is where you can enter a different customer job name.

- Data for processing

In this step, you can assign one or more sequence templates or group sequences to the job with "Add". By doing this, you define how the job will be processed in the Prinect system. You can

still edit each of the steps set in the sequence templates after the job is created. This is where you can save the selected sequences as a template for new jobs generated automatically (see also [chapter "Automatic Creation and Output of Print Jobs in the Hotfolder Mode", page 101](#)). You can skip this step at this point and assign the required sequence templates later in the open job.

- Scheduling data

In this step, you can enter details about the following scheduling data:

- Due Date
You can select a date for the scheduled due date by clicking the calendar icon.
- Job Priority
You can assign a priority to each job. For example, this lets you set that very urgent jobs are given a higher priority and are processed before other jobs.
- Planned Pages
Generally, the job data or information from the customer tells you how many pages the job has. Together with the planned amount, you can estimate how big a job will be.
- Planned Amount
The planned amount indicates how many copies of each page will be printed.

The new job is created after you click "Finish".

"PTConfig", "PTJobs", "PTDocs" and "PTTransfer" Folders

In the Prinect workflow, the "PTConfig", "PTJobs", "PTDocs" and "PTTransfer" folders play a key role. These folders are created during installation of the Prinect Manager software on the Prinect server PC. Once created, these folders will be shared automatically because they are also used for file transfer within the network. By default, the "PTConfig", "PTJobs" and "PTDocs" folders are write-protected to protect important system files in them from damage. You can check and, if necessary, correct these settings in "Administration > Security". You will find more details about this in the Online Help of the Cockpit.

The "PTConfig" folder contains all the configuration data used in the Prinect Manager. Color profile files or the Cockpit Installer responsible for installing or updating additional Cockpits on other network computers (Windows and Mac) are also located in the "PTConfig" folder.

All the data belonging to the jobs created in the Prinect Manager are stored in the "PTJobs" folder.

The "PTDocs" folder is designed for (customer) documents that are to be buffered on the Prinect server before they are added to a Prinect Manager job. Generally, these are PDF documents, image files, marks and layout templates.

The "PTTransfer" folder is designed for exchanging or filing files that are to be used in print jobs from the system environment of the Prinect server. This folder is not write-protected.

When you launch the Cockpit and log in to the system, you will be automatically connected to the "PTJobs", "PTConfig", "PTDocs" and "PTTransfer" folders.



Note: On a Mac Cockpit, this connection will take place automatically, but the folders may not be visible on the desktop. If you wish to access data in these folders from the desktop, you need to manually mount these folders before you launch the Cockpit. Or, you can change the finder preferences on the Mac to show mounted network volumes on the desktop.

Setup of Presses, CTP Devices and Proofers

To be able to use all required output sequences, you must have set up all the output devices (offset presses, digital presses, CTP devices, proofers) on the Prinect Manager. The sequence type "Sheet-fedPrinting" will not be visible in Cockpit if, for example, no offset press is set up in the system.

You set up output devices in different places of the Prinect Manager, depending on the device type.

- You set up offset presses and digital presses in "Administration > Settings > System". Here, you can also check whether all other devices are correctly set up in the system.
- CTP devices are set up during installation of Prinect Renderer.
- You set up proofers with the Color Proof Pro software or in Proofing Engine Manager (for "soft-proof" output only).

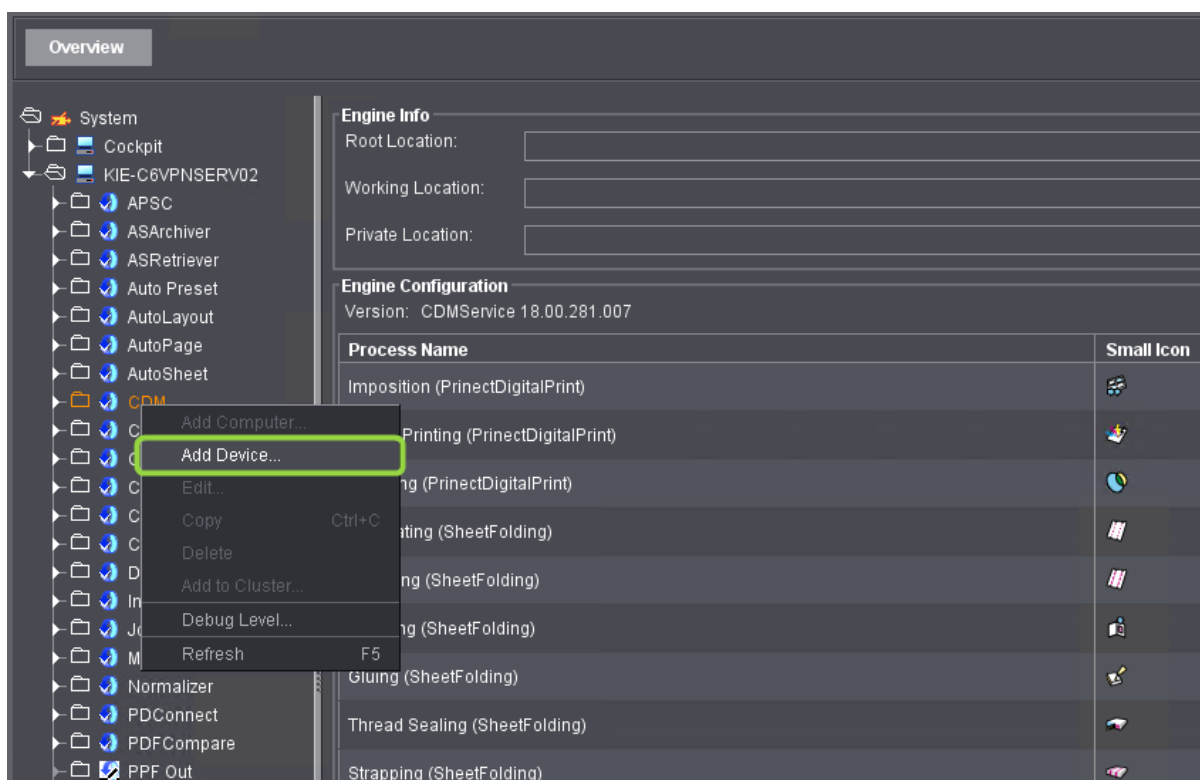
Setup of a CTP Device

(Heidelberg) CTP devices that are directly connected are set up by installing the interface card of the CTP device on the Prinect server PC and installing and setting up the operating software. During the installation, the CTP device signs on to the Prinect Manager and is entered into the device list.

Data are transferred as Tiff-B files if a CTP device is connected to a special CTP workstation (e.g. to a Prinect Shooter 2). A special device type, "Tiff-B Export", is designed for this in the Prinect Manager. Tiff-B files are the complete, screened data of a plate in digital form.

Setup of an Offset Press

To set up an offset press, go to "Administration > Settings" and click the "System" icon. The System settings screen displays.



1. Expand the Princt Server in the tree view to the left and select the "CDM" item.
2. Open the context menu and select "Add Device". The "Device assistant" dialog opens.

Introduction

The screenshot shows the 'Device assistant' window with the following configuration details:

- Device name ***: SM52-8P-3L
- Device ID ***: 4300
- Device class**: Sheet-fed press
- Connection**: Direct connection of the machine
- Contents of operations list**: Show only workable operations
- Time Recording Modes**: (Empty)
- Book Unscheduled Only to Jobs**:
- External**:
- Assigning functions**:
 - Assistant
 - Operator
 - Multiple operator
- Performance Parameters**:
 - Fixed basic time for setup per operation**: 20 Minutes
 - Average Production Speed**: 10,500 units/h
 - Maximum Production Speed**: 18,000 units/h
 - Fixed waste per operation**: 80 Copies
 - Variable waste per operation**: 1.1 % of the target quantity

Navigation buttons: Cancel, Back, Next, Finish

3. Enter a device name and a device ID for the press. These two fields are mandatory. The device name can also contain press details such as the number of printing units. Complete the other fields as required. You can edit all entries later on except for those in the "Device name" and "Device ID" boxes. For more information on how to connect presses, please refer to the Cockpit Online Help. Click "Next".

Device assistant

Press selection: SM 52 P 58*51

Ink tracks: 0.0

Print start: 58.0

Left-side image-free margin: 2.5

Number of ink zones: 16.0

Plate width: 525.0

Minimum sheet width: 145.0

Maximum sheet width: 520.0

Minimum sheet thickness: 0.0

Gripper bite: 8.0

Control console: CP2000 / PressCenter

Press serial number: 2100

Language: English

Version: 042

Workplace ID: 4300

Axis Control / Inpress Control

Enable import of color data

Color measurement directory: \\kie-c6vpserv02\PTConfig\T8\Hotfolder\SM52-8P-3L

Buttons: Cancel, Back, Next, Finish

- Select the press type in the "Press selection" list box. The appropriate machine-specific data will be completed automatically.

Select the control station of the press in the "Control console" list box. You can read the press serial number at the control console or directly at your press. This data is required for the automatic import of inking characteristic curves from the press and/or for Analyze Point (assessment of color data).

Also select the language and the version of the control console.

The workplace ID is the unique identifier of the workplace in the Prinect Manager. You must also specify this ID in the data storage configuration of the control console.

When the press has an Axis Control or Inpress Control option, you can enable the "Enable import of color data" option and select a color data folder. Click "Next".

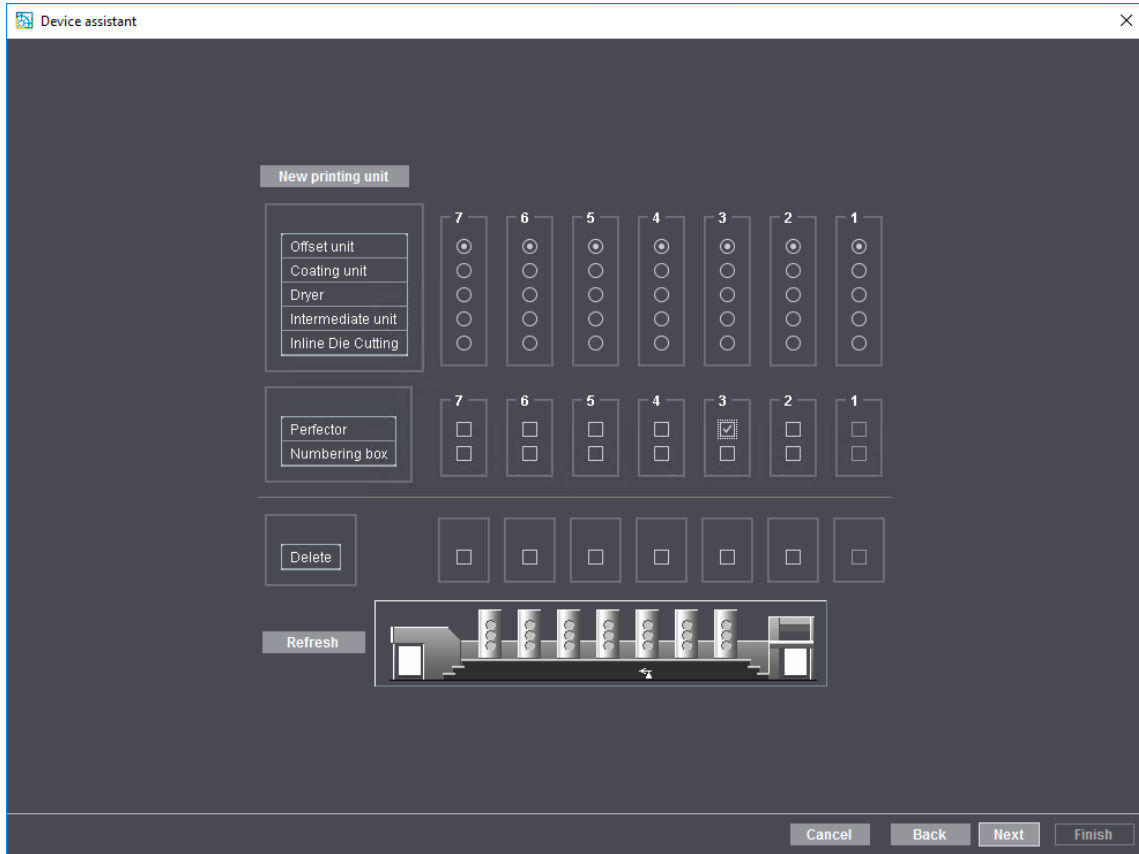
Number of printing units

7

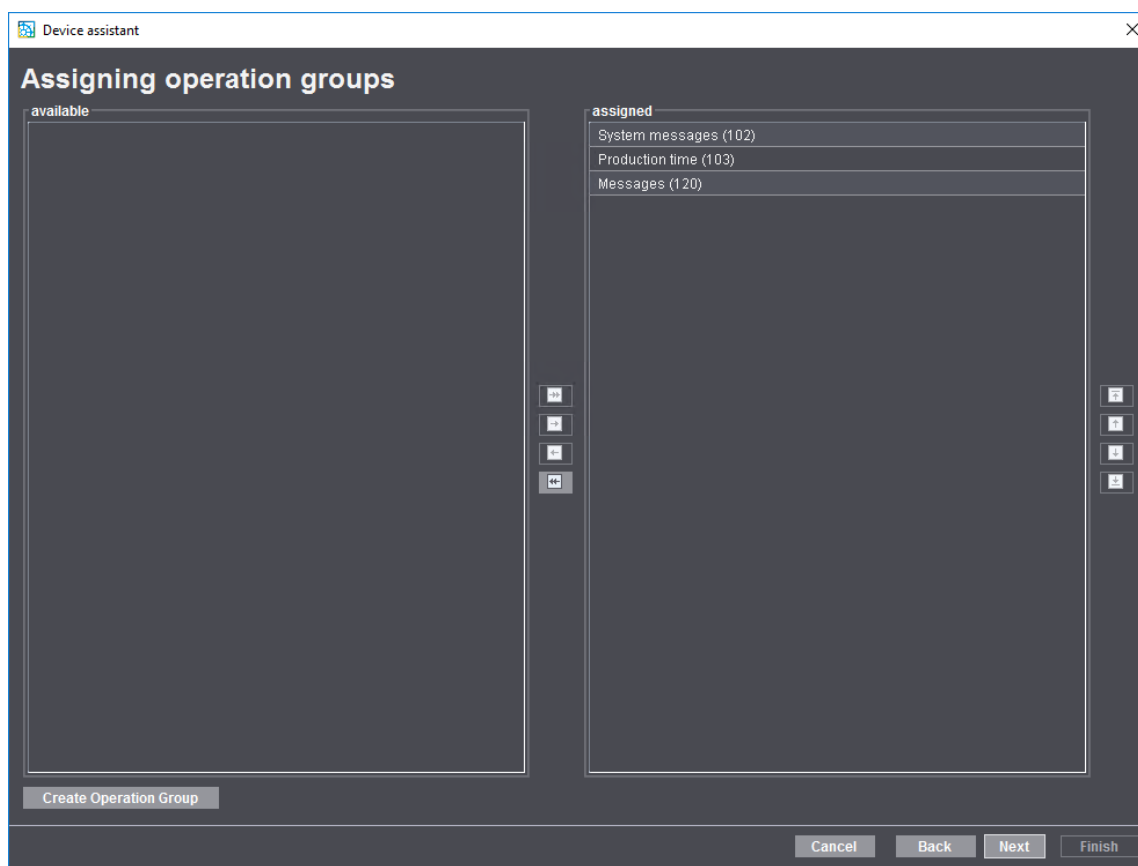
Buttons: OK, Cancel

Introduction

5. The "Number of printing units" dialog opens. Specify the respective number here – including any coating units that may be present.

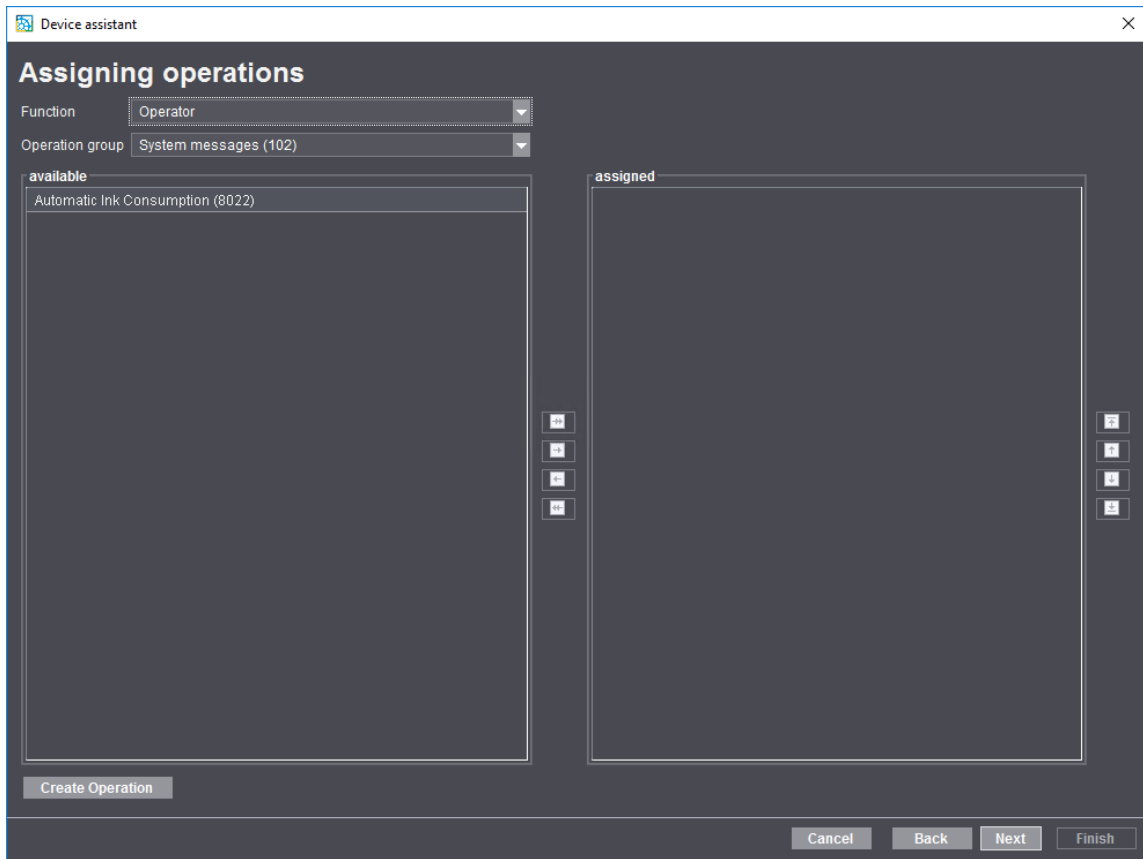


6. Radio buttons corresponding to the set number of printing units appear where you can specify the type of printing unit in each case. You can also specify for each printing unit whether or not a perfector or numbering box is present. You can also delete printing units or add new ones. A figure of the configured press displays below the options. When you have added or deleted printing units, you can click the Refresh button to update the view. Click "Next".

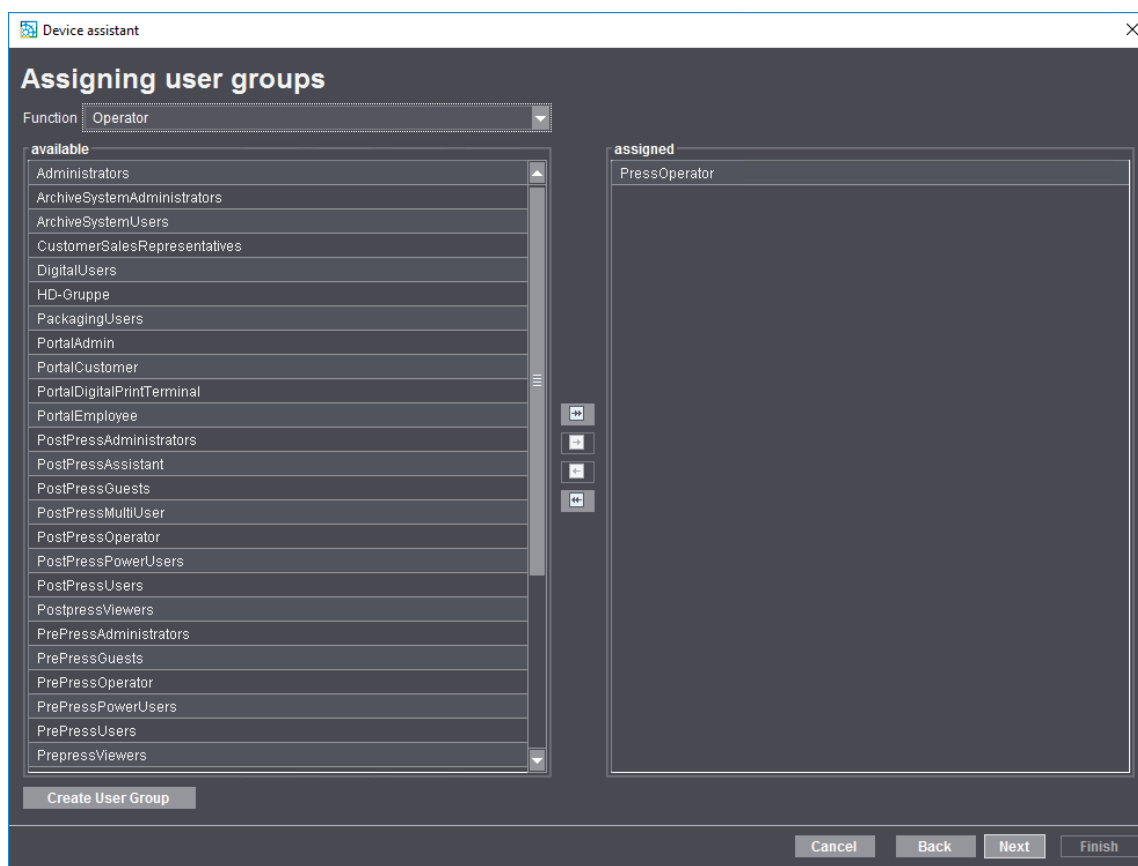


7. In the "Assigning operation groups" window you define the operation group (cost type group) available for production data collection. In an operation group, single operations (shop floor data collection messages) are combined to a group. This gives you a better overview during the subsequent manual shop floor data collection (PDC) on the press. You can leave the settings unchanged and continue with "Next" if no special assignment is needed.

Introduction

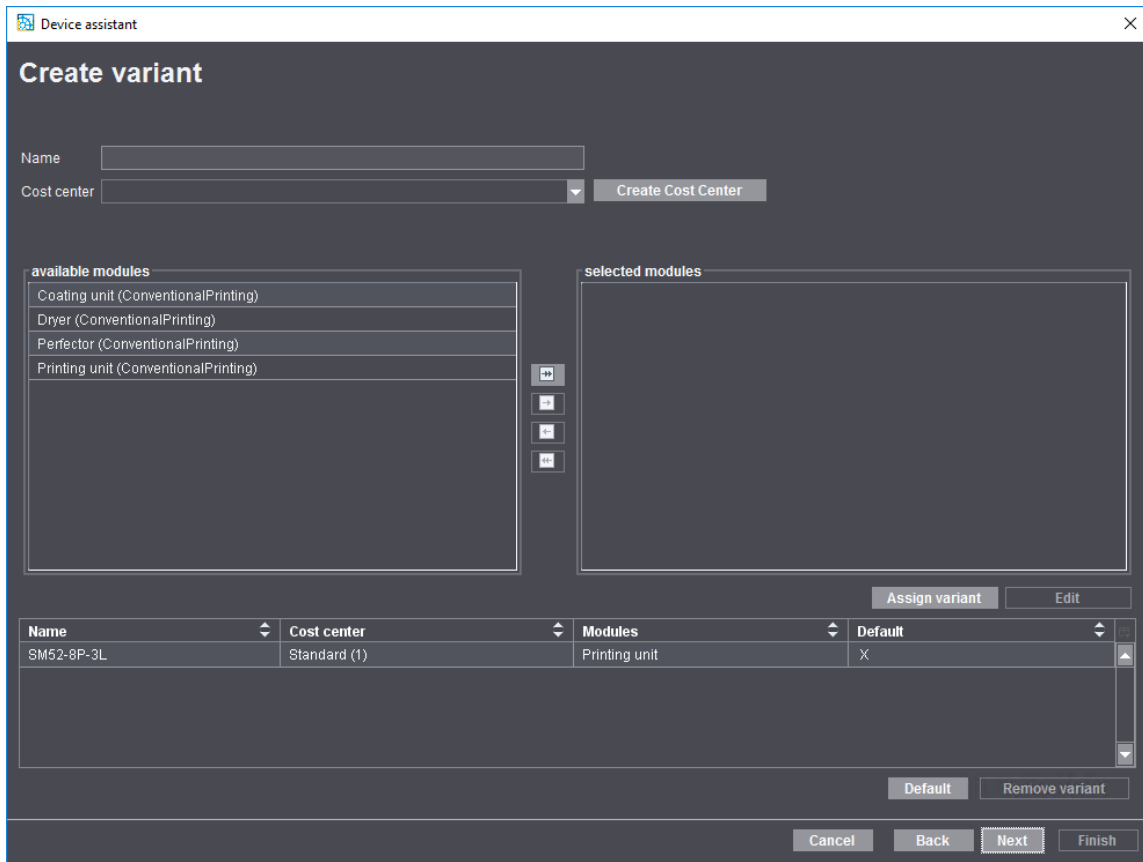


8. In the window "Assigning operations", you assign operations (PDC messages) to the operation groups selected beforehand. This assignment is necessary for each of the selected roles (operator, assistant or multiple operator). Then click "Next".

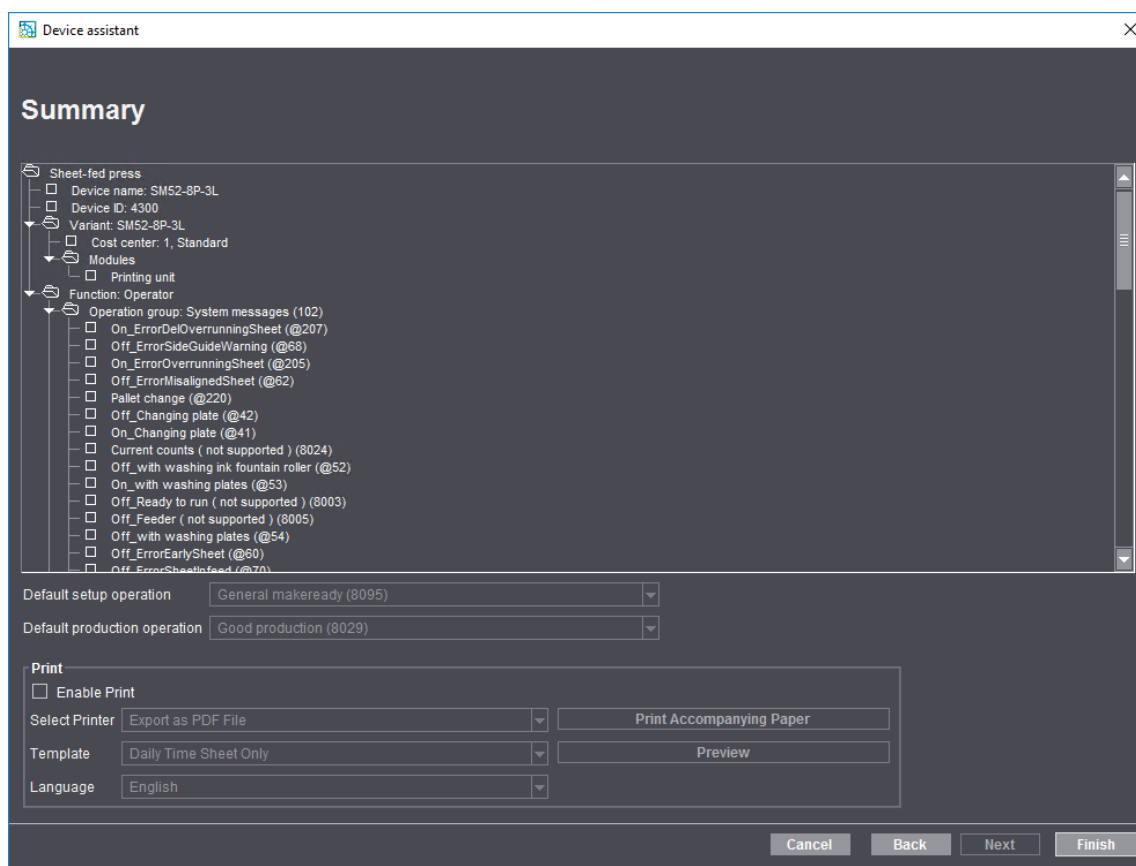


9. In the "Assigning user groups" window, you must assign one or several user groups defined in the Prinect User Administration to the assigned press operator roles (operator, assistant or multiple operator). You must assign the "Operator" at least one user group of the "Operator" type, e.g. "PressOperator". You must assign an assistant a user group of the "Assistant" type, e.g. "PressAssistant". You must assign a multiple operator a user group of the "MultiUser" type, e.g. "PostPressMultiUser". Then click "Next".

Introduction

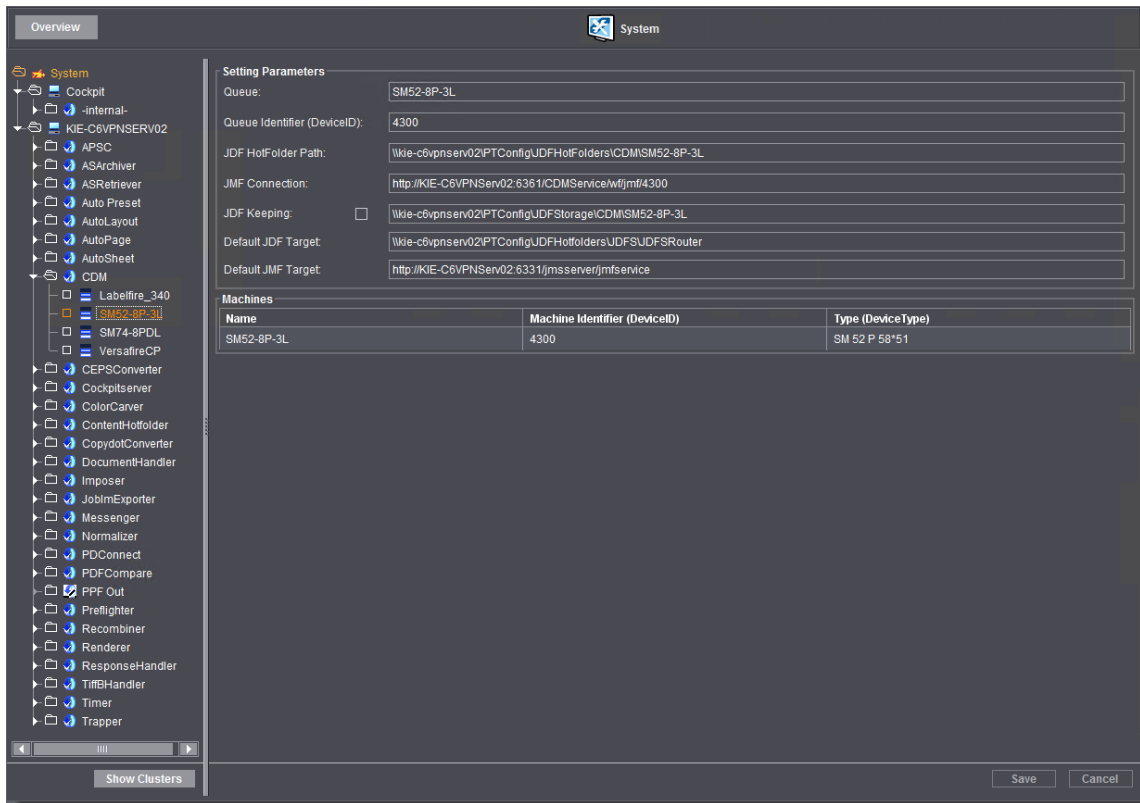


10. The "Create variant" dialog opens. A variant is understood to mean a press configuration comprising individual modules (such as printing unit, dryer, perfector, coating unit). Depending on the device class of the configured press, different modules are available for assembling a variant. Define a variant by giving the new variant a name, assigning it a cost center, and selecting the existing printing units and assigning them to the press. Then click "Next".



11. In the "Summary" window, you can once again check if the press was configured correctly. Details about the "Pallet sheet" section can be found in the Online Help of the Prinect Cockpit.
12. Click "Finish" to complete the press set-up in Cockpit. The press appears in the tree structure below the "CDM" item. You can use the context menu command "Edit" to change the configuration settings of the press at a later date.

Introduction



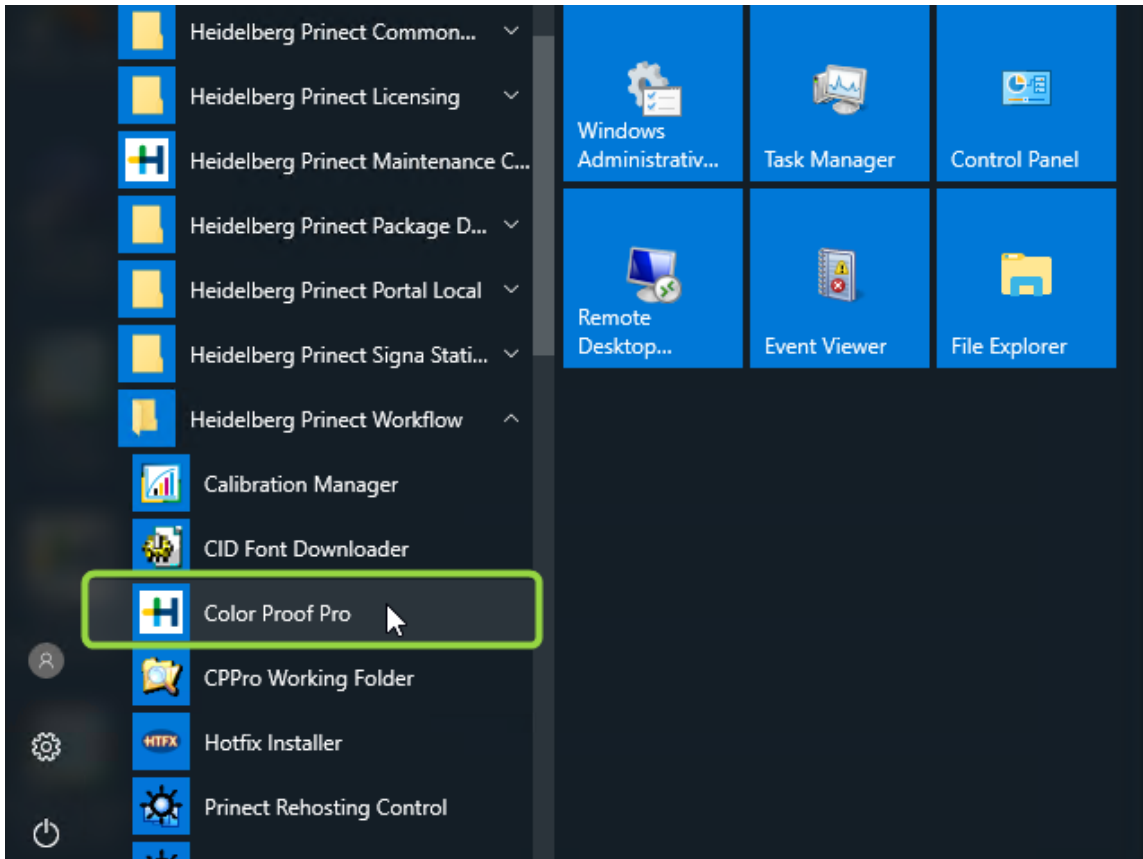
Setting Up a Proofer

You set up proofers for page and/or imposition proof in the Color Proof Pro software. Color Proof Pro provides the required drivers and color profiles for supported printers and sends all device information automatically to the Prinect Manager.



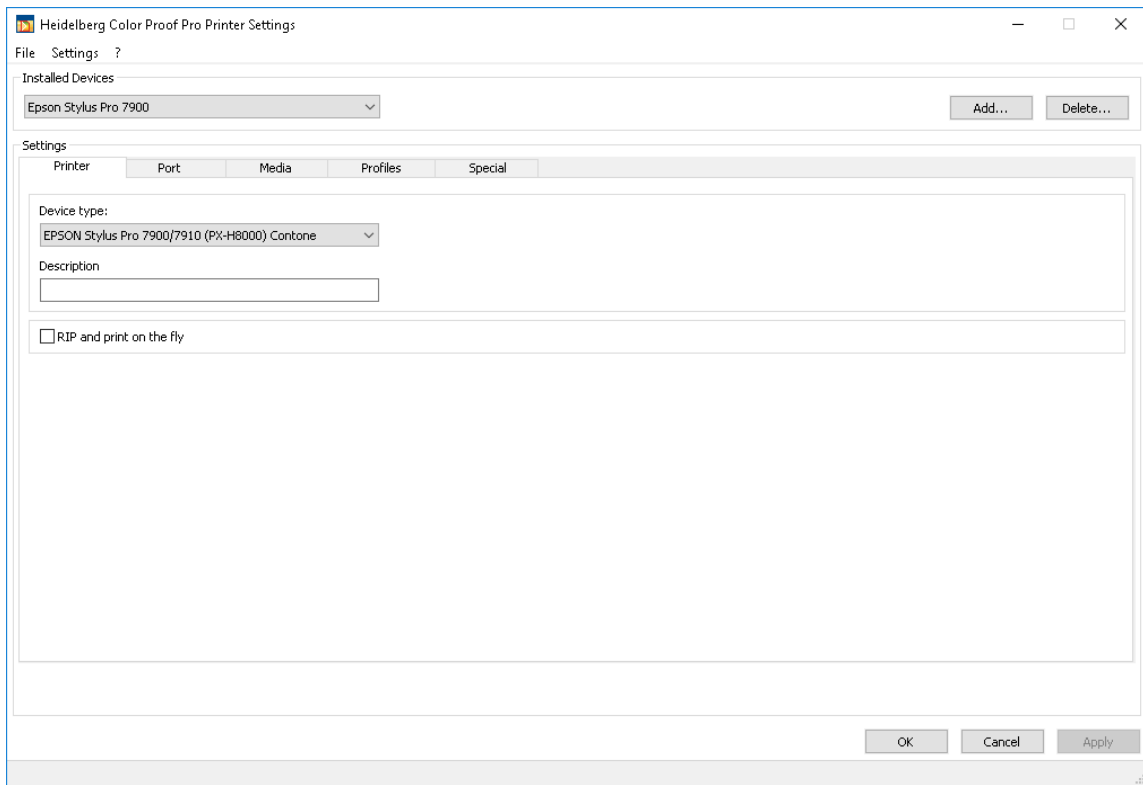
Prerequisite: To set up a proofer, the device must be ready and either connected to the Prinect server directly (e.g. via USB port) or accessible via the network. In addition, the "Color Proof Pro" option must be licensed.

1. To install a new proofer, launch "Color Proof Pro" in the Windows Start menu or using the "Search" charm (Windows 8(8.1)/Windows Server 2012 (R2)): Start > [All Programs] > Heidelberg Prinect Workflow > Color Proof Pro.

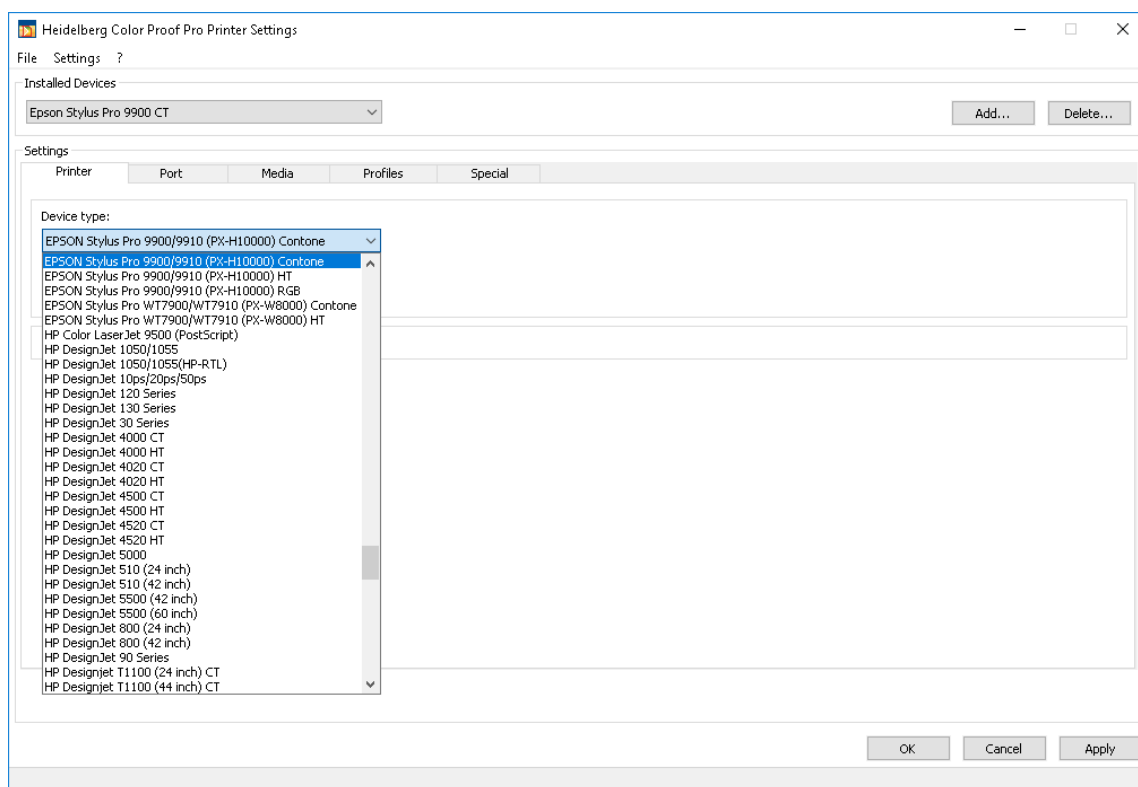


Introduction

2. Color Proof Pro opens. Open the "Printer Settings" category on the start page.

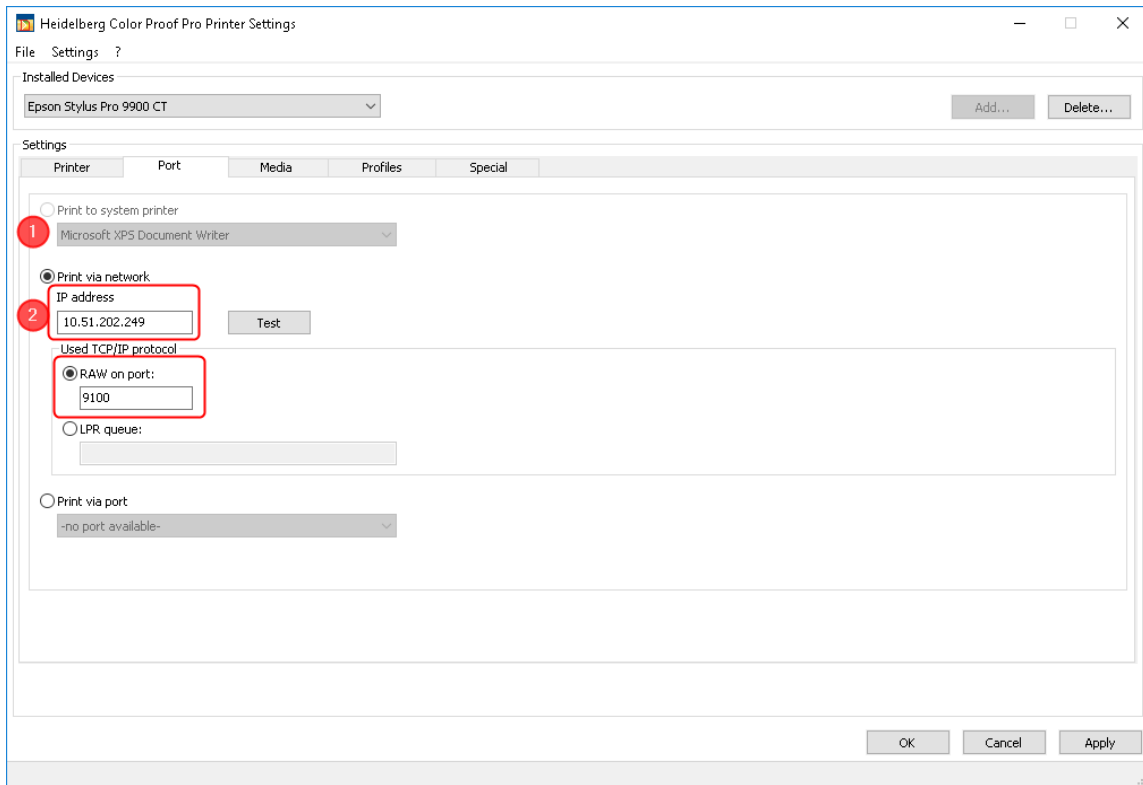


3. Click "Add". Specify a name for the proofer in the "New output device" dialog (description of the model). The new printer appears in the "Installed Devices" listbox.



4. Select the device type of the connected printer in the "Device type" list box. In "Description" you can specify a description of the printer.
5. Go to the "Port" tab.

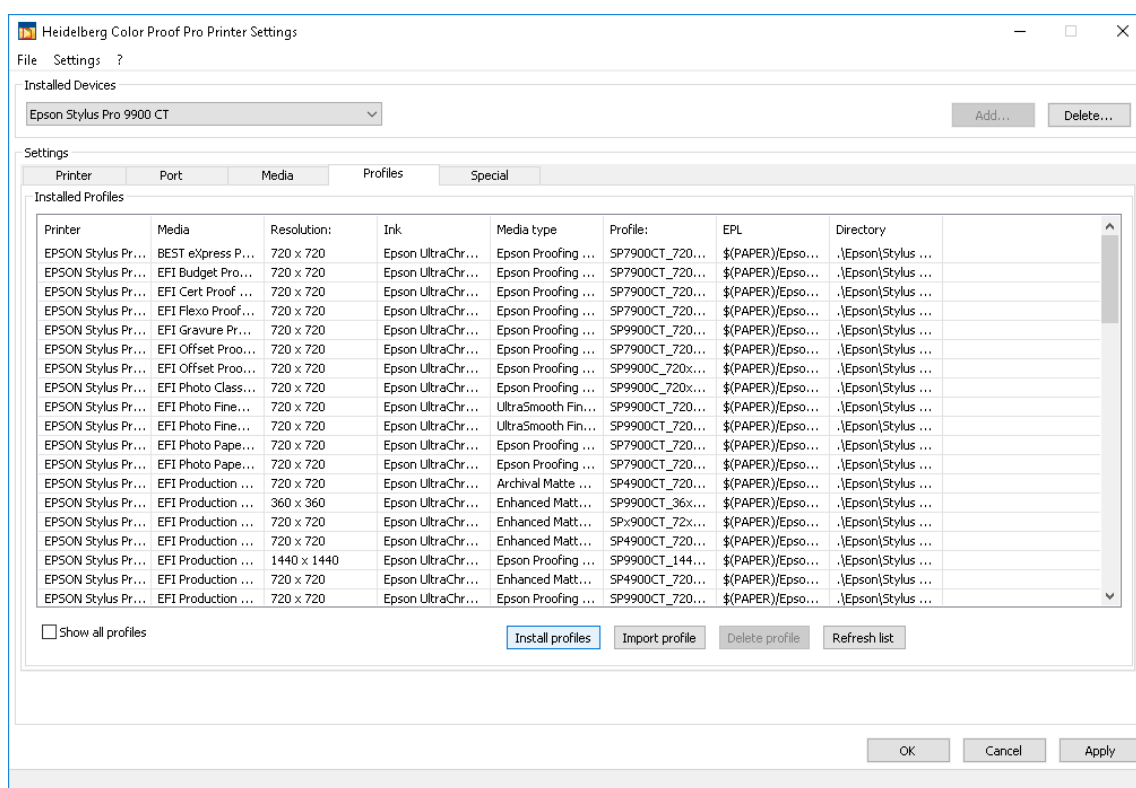
Introduction



6. This is where you define how the proofer is connected to the Color Proof Pro software:
- if the proofer is connected to the Prinect-Server as Windows system printer, enable the option "Print to system printer" (1). The printer is available in the list of system printers and must be selected.
 - Enable the option "Print via network" (2) if the proofer has a network interface and is accessible in the network. In this case, the IP address of the proofer must be known to you (ask your system administrator if necessary). Most printers can display their own IP address, for example by printing a configuration sheet (accessible in the Settings menu of the printer). The "RAW on port" option is enabled automatically. You can leave the "9100" entry unchanged in most cases.
- Click "Test" when you have specified the IP address. Color Proof Pro will the try to establish a connection with the specified network address. Use the network address only if the test was successful.
- If the printer is controlled via the "LPR (Line Printer) protocol", you must enable the "LPR" option and specify the queue name.
 - If the printer is connected to the Prinect Server via a local port but is not configured as system printer, you must enable the "Print via Port" option and select the appropriate port.

Then click "Apply".

- Go to the "Profiles" tab. In this tab, you can install output color profiles for the different printing materials.



- Click "Install." The Installer for the proofer profiles starts. This Installer installs the pre-configured printer profiles included in the shipment. Wait until installation is finished. The installed profiles appear in the "Installed Profiles" list. Click "Refresh list" if the new profiles you installed do not appear.

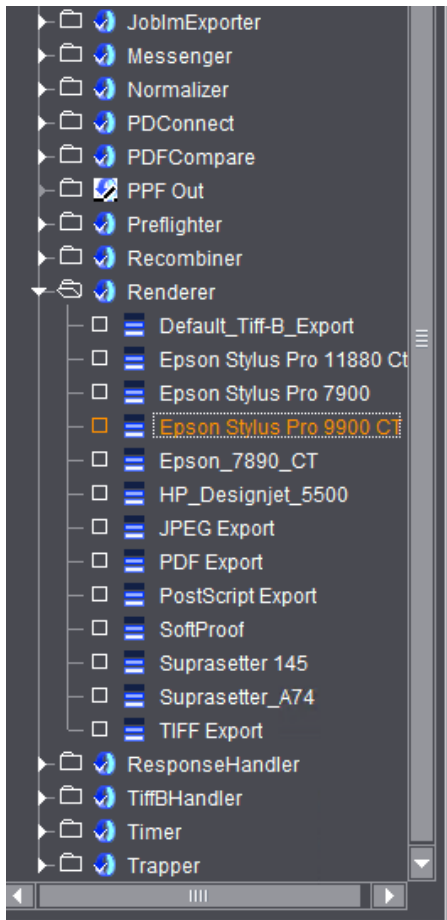


Note: For accurate color reproduction, it is essential that you run characterization separately for each proofer with the Color Proof Pro software and that you create custom profiles for the printing materials used, for example, with the Prinect Color Toolbox. You can assign these profiles to the printer with "Import". You will find details about these topics in the "Prinect Color Proof Pro – User's Guide" or in the Color Proof Pro Online Help.

Installation of the proofer in Color Proof Pro is now complete. Confirm installation with "OK". The "Printer Settings" close, and the start page of Color Proof Pro Engine Manager appears. Click "Finish".

- You must exit the Cockpit if the Cockpit user interface was open during installation of the proofer. Following that, you must exit and restart the Prinect services with the Prinect Maintenance Center. The new proofer can then be seen in "Administration > System" when you restart the Cockpit:

Introduction



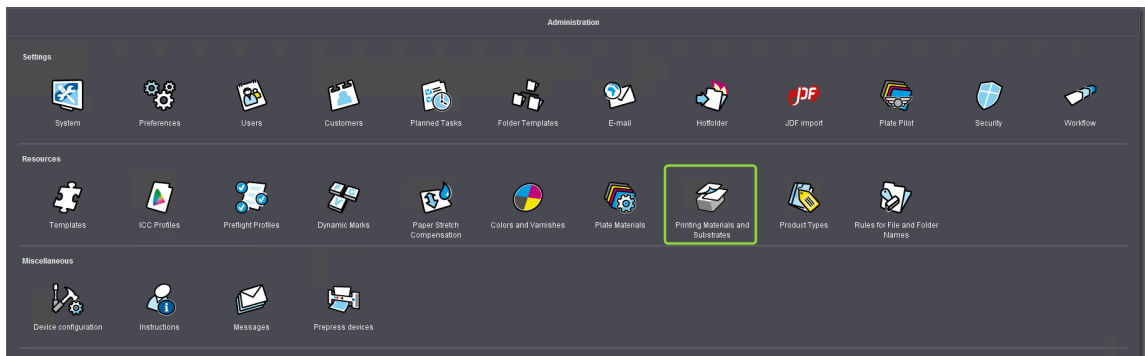
10. In "Administration > System", click the small triangle preceding the "Renderer" item in the tree view. The printer you installed is shown there.

You can now select the configured proof devices as output device in the respective output sequence to generate the desired output in the Prinect workflow.

Create Printing Material

In Prinect Cockpit, you can store the properties of different printing materials required for offset printing as data records. You can assign the printing material defined in this way to each of the print jobs. This information is suitable for planning or billing purposes.

1. Go to "Administration" and click "Printing Materials and Substrates" in "Resources".



- The "Printing Materials and Substrates" view opens. There is a separate tab for printing materials and for substrates (printing materials for digital printing). Click the "Create Printing Material" button in the "Printing Materials" tab. The "Create Printing Material" dialog appears. Complete the fields as shown the screenshot below:

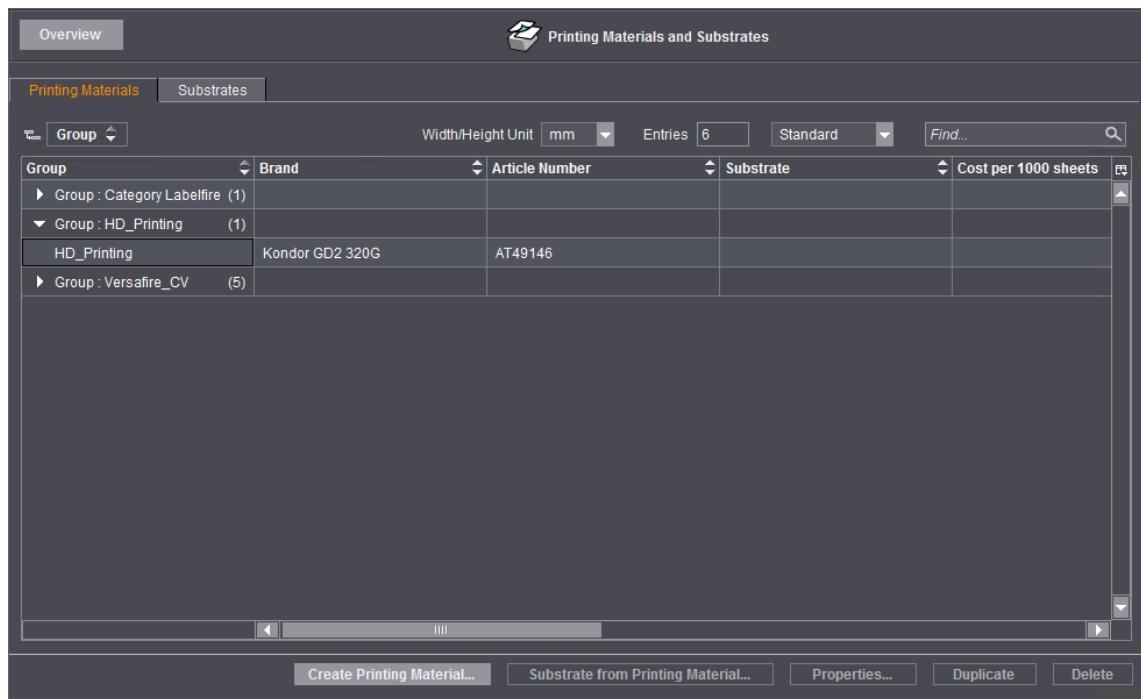
The "Edit Printing Material" dialog box contains the following fields and values:

- Brand: Kondor GD2 320G
- Article Number: AT49146
- Description: (empty)
- Group: HD_Printing
- Width / Height [mm]: 860 / 745
- Cost per 1000 sheets: (empty)
- Active for Automatic Selection: Yes
- Grain Direction: Short grain
- Feed Direction: Long Edge
- Substrate: (empty)
- Paper Grade (ISO): 1 glossy coated
- Type of Printing Material for Calibration: HD ISO Paper type 1 (gloss-coated)
- L*a*b*: 95 / 0 / 0
- Thickness [mm]: 0.4
- Grammage [g/m²]: 320
- Type of material: (empty)
- Ink Consumption Factor [%]: 0
- Quality: (empty)

Buttons: OK, Cancel

- Click "OK". The printing material entry is saved and shown in the list:

Introduction



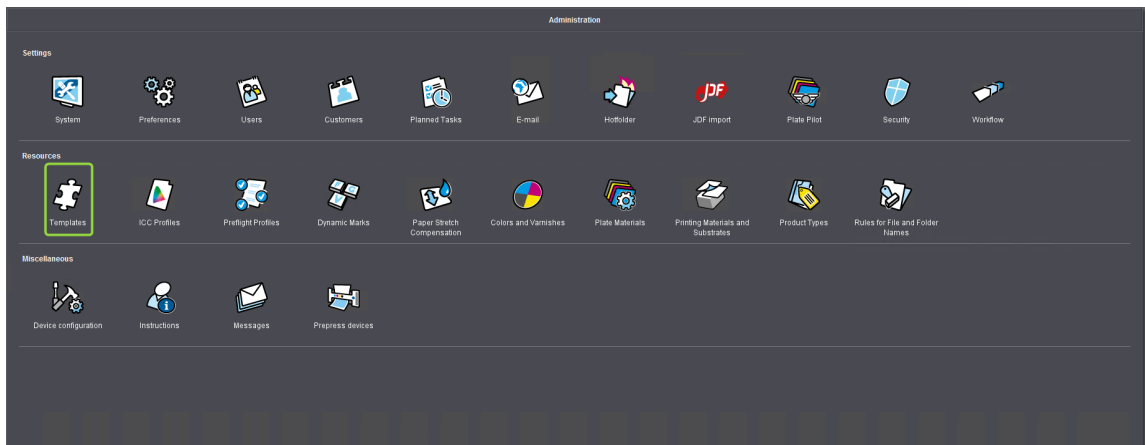
As the group name "HD_Printing" was specified for the printing material, it is part of this group. You can define any other group of printing materials in this way.

Click "Save" to save the new printing material you created. The printing material is saved to the Master Data Store (MDS); this means it is available throughout the entire Prinect Manager environment and can be used to set up a print job, for example. Click "Overview" to return to the Administration master page.

Configure Sequence Templates

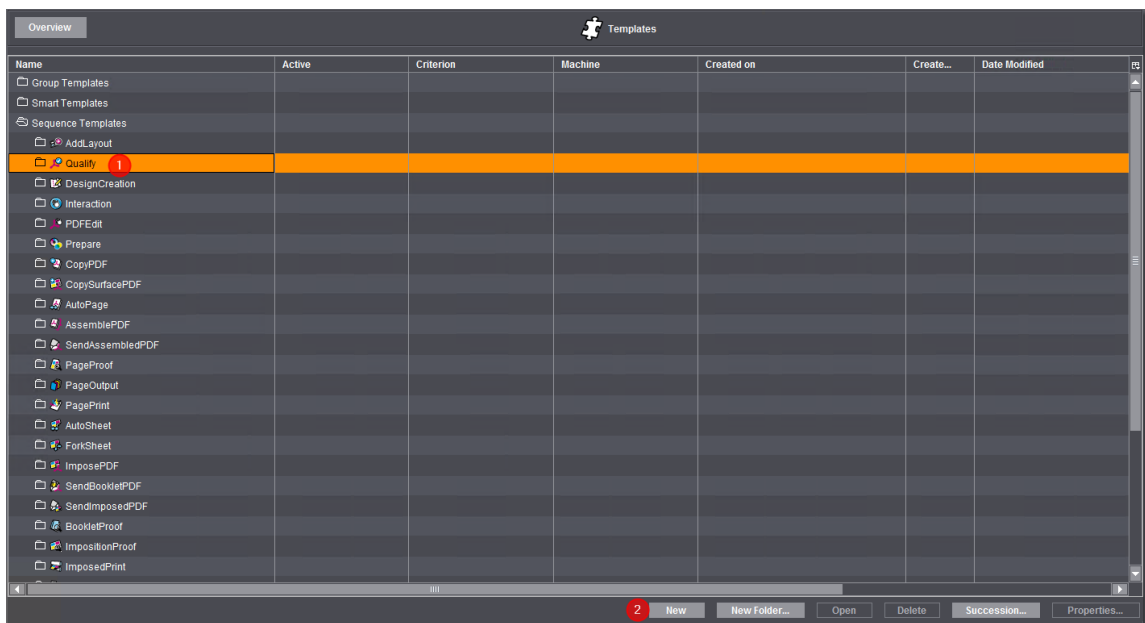
To configure the sequence templates needed for the examples below, proceed as follows:

1. Go to "Administration" and click "Templates".



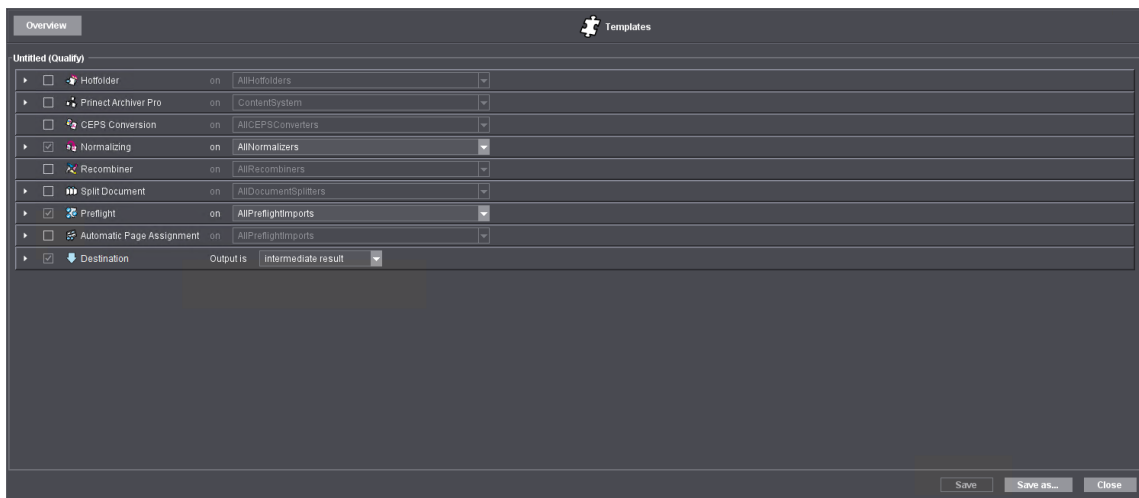
2. The "Templates" view opens. Click the folder icon beside "Sequence Templates" to display the single sequence items.

Configure a Qualify Sequence



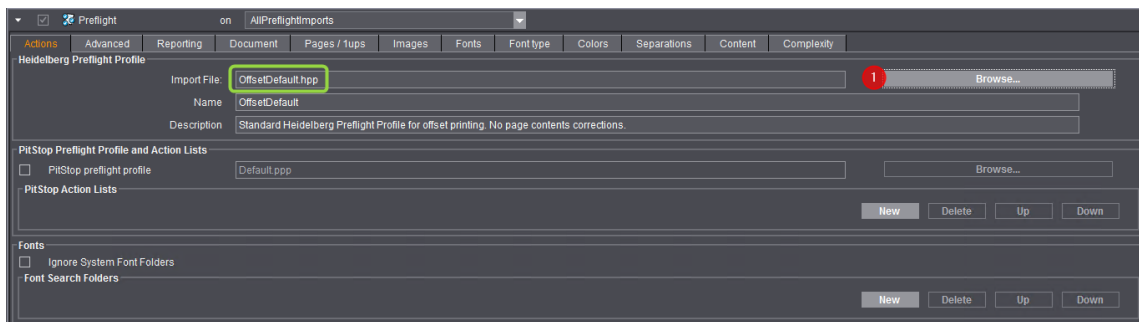
1. Highlight the "Quality" sequence type (1) and click "New" (2).
The setup section for a new Qualify sequence opens:

Introduction



Set this sequence as follows:

2. Leave "CEPS Conversion", "Normalizing", "Recombiner", "Split Document", "Automatic Page Assignment", "Combine Documents" and "Destination" disabled or as they are.
3. Enable "Hotfolder" and leave the defaults as they are.
4. Mark the "Preflight" option and display the parameters by clicking the small triangle before the checkbox.
5. Click "Browse" in the "Heidelberg Preflight Profile" section of the "Actions" tab (1). Select the "OffsetDefault.hpp" profile.



6. Click "Save as":

Save Template

Qualify

Qualify

Template Name: Qualify_HDCity

Comment

Customer ID: 0001 Edit...

Product Codes: Edit...

Product Types: Edit...

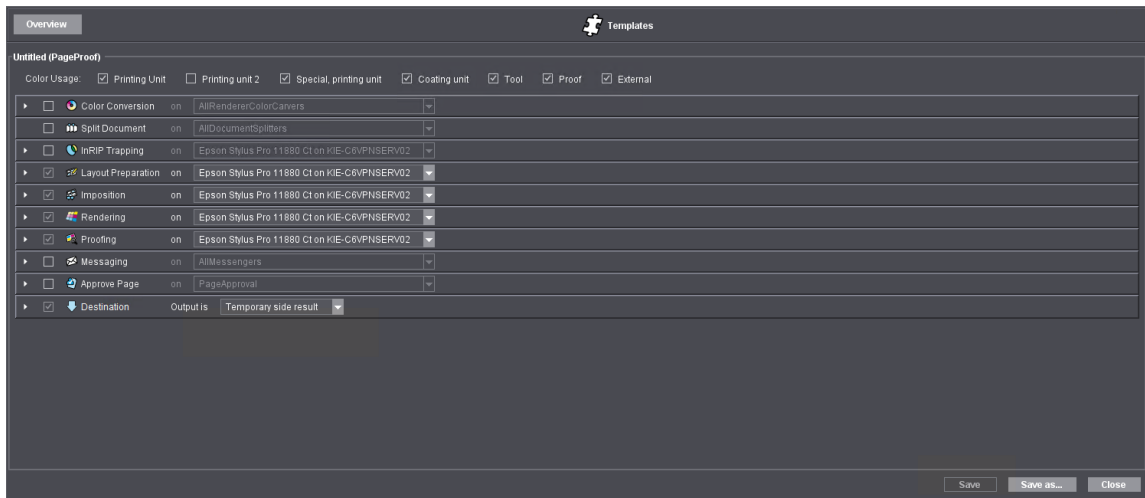
OK Cancel New Folder... Delete

7. Type in "Qualify_HDCity" as the name and select "HD Printshop" as the customer with "Edit" in "Customer ID". Confirm the "Save Template" dialog with "OK".
8. Click "Close". The sequence overview displays.

Configure a PageProof Sequence

1. Highlight the "PageProof" sequence type and click "New".
The setup section for a new PageProof sequence opens:

Introduction



Set this sequence as follows:

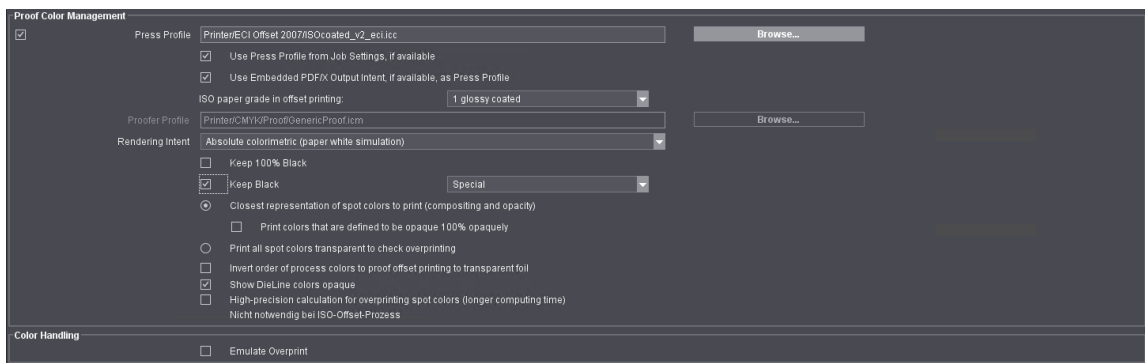
2. Leave "Color Conversion", "Split Document", "Layout Preparation", "Proofing", "Approve Page" and "Destination" disabled or as they are.

Edit the following options in the "Imposition" step:

3. Choose "Scale Down to Fit on Media" in the list box "When Media Too Small".
4. Enable the "Color Bar" option and here the "Standard Marks" option, and choose the mark type "HD Proof". Also enable the option "Use Colormatching for the Color Bar".
5. Leave all other settings of this step unchanged.

Edit the "Rendering" step as follows:

6. Leave the settings in the "Device" section unchanged.
7. Enable the "Proof Color Management" option and set up parameters as follows:

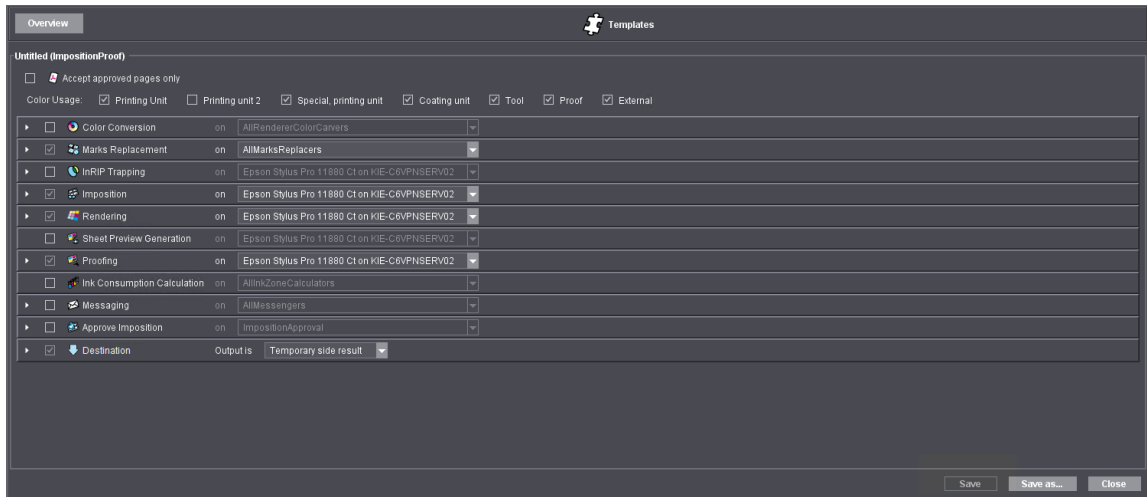


8. Save the sequence template as "PageProof_HDCity" (with customer assignment) and close the window.

Configure an ImpositionProof Sequence

1. Highlight the "ImpositionProof" sequence type and click "New".

The setup section for a new ImpositionProof sequence opens:



Set this sequence as follows:

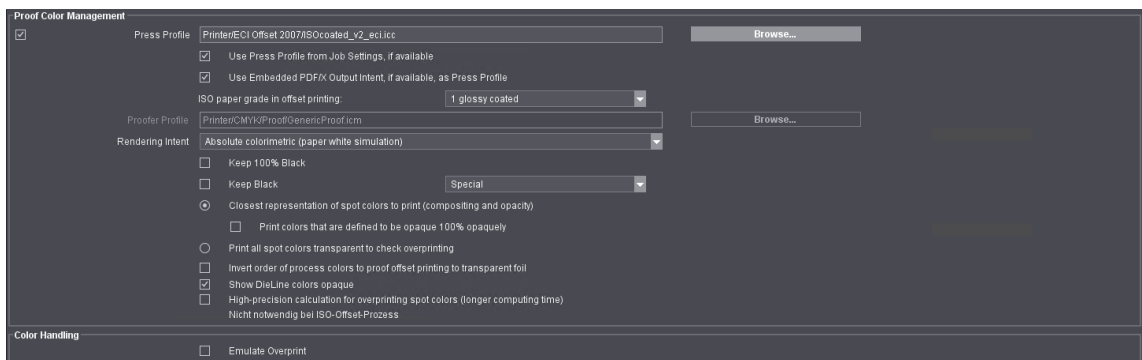
2. Leave "Accept approved pages only", "Color Usage", "Color Conversion", "Marks Replacement", "Ink Consumption Calculation", "Approve Imposition" and "Destination" as they are.

Edit the following options in the "Imposition" step:

3. Choose "Scale Down to Fit on Media" in the list box "When Media Too Small".
4. Enable the "Color Bar" option and here the "Standard Marks" option, and choose the mark type "HD Proof". Also enable the option "Use Colormatching for the Color Bar".
5. Leave all other settings of this step unchanged.

Edit the "Rendering" step as follows:

6. Leave the settings in the "Device" section unchanged.
7. Enable the "Proof Color Management" option and set up parameters as follows:



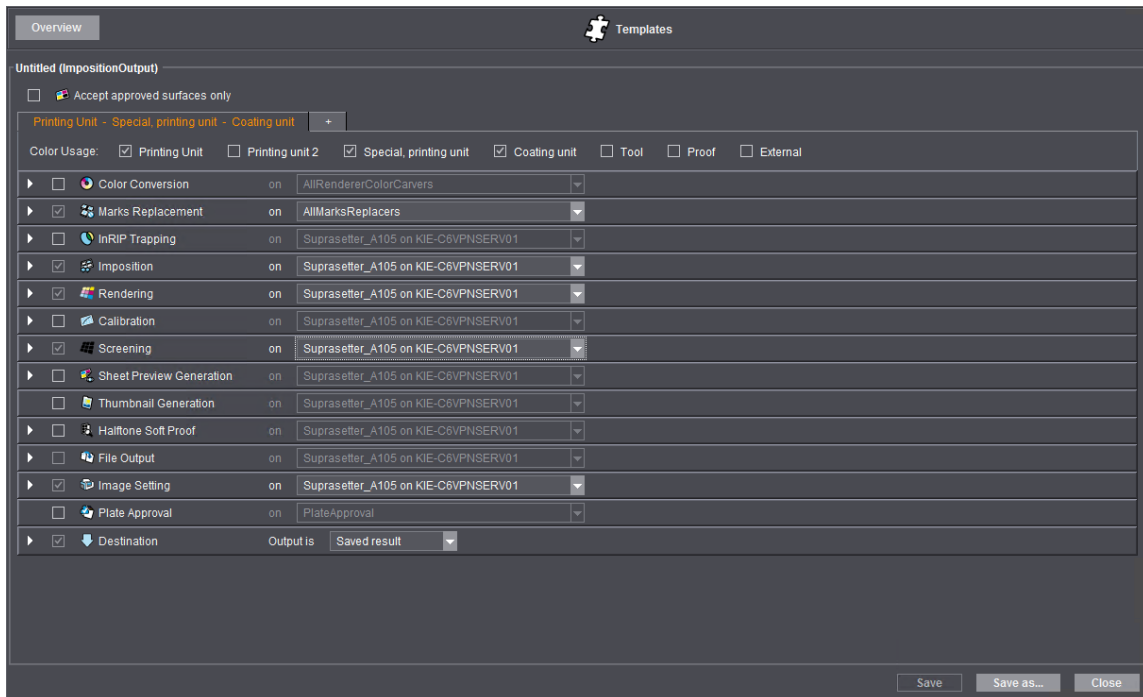
Introduction

8. Leave the settings for the "Proofing" and "Destination" steps unchanged.
9. Save the sequence template as "ImpositionProof_HDCity" (with customer assignment) and close the window.

Configure an ImpositionOutput Sequence

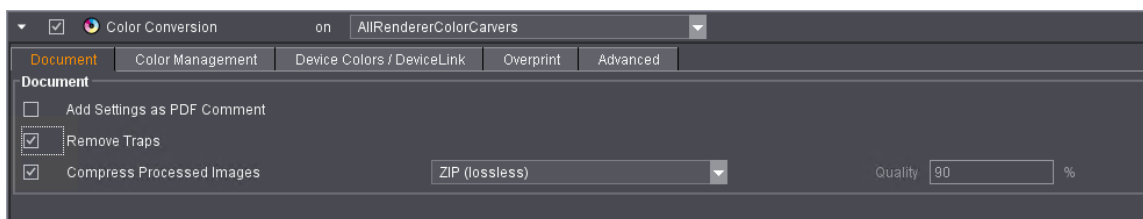
1. Highlight the "ImpositionOutput" sequence type and click "New".

The setup section for a new ImpositionOutput sequence opens:

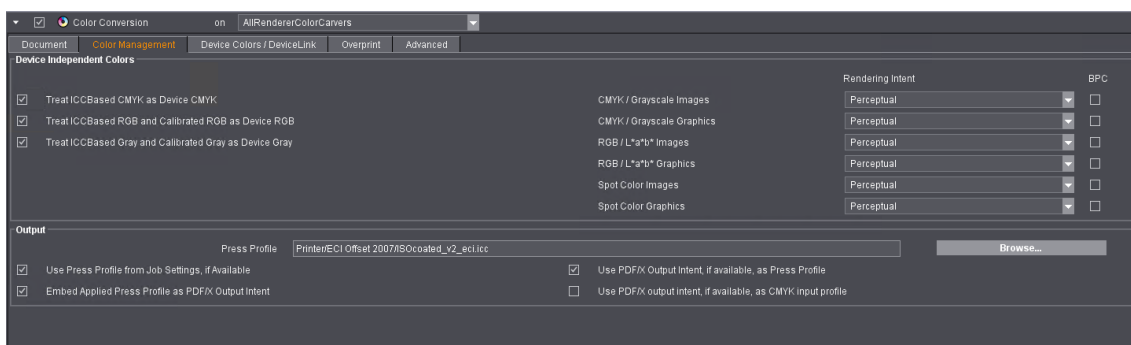


Set this sequence as follows:

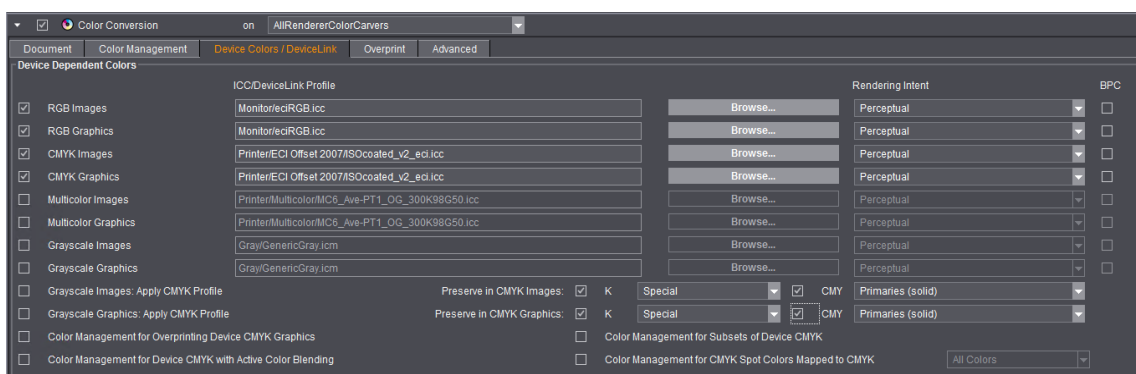
2. Leave "Accept approved surfaces only", "Color Usage", "Marks Replacement", "Calibration", "Sheet Preview Generation", "Thumbnail Generation", "Halftone Soft Proof", "File Output", "Image Setting", "Plate Approval" and "Destination" disabled or as they are.
3. Enable "Color Conversion" and set the following options:
4. Set up the parameters in the "Document" tab as follows:



- Set up the parameters in the "Color Management" tab as follows:

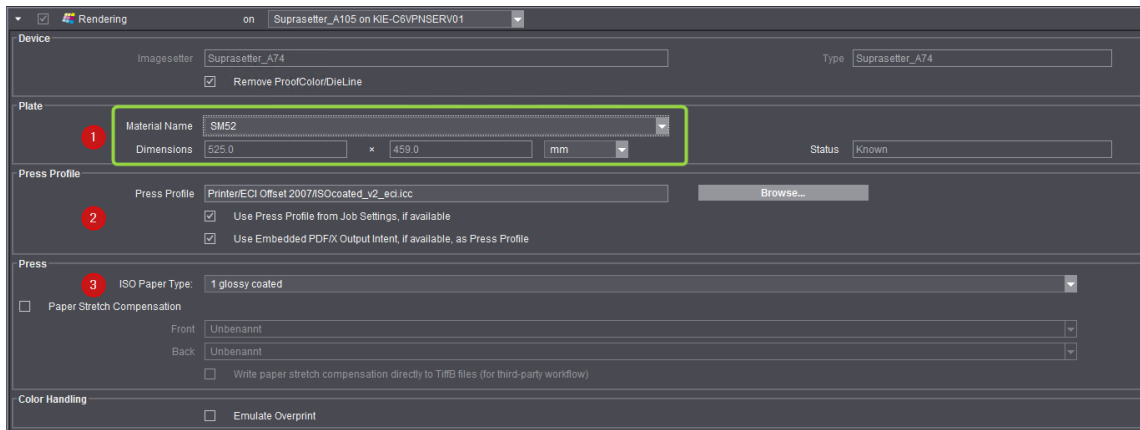


- Set up the parameters in the "Device Colors/Device Link" tab as follows:



- Leave the settings in the "Overprint" and "Advanced" tabs unchanged.
- Select the installed CTP device (in the example Suprasetter_A_105) in the "on" list box of the "Imposition" step. This setting will be adopted automatically for all steps using this engine type.
- Edit the following options here:
- Choose "Scale Down to Fit on Media" in the list box "When Media Too Small".
- Leave all other settings of this step unchanged.
- Configure the "Rendering" step as follows:

Introduction

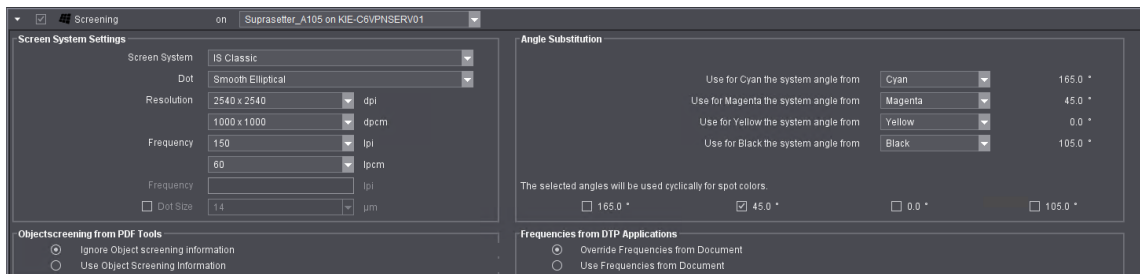


In this step, you should be especially careful in "Plate " (1) to select a material matching the dimensions of the defined sheet layout. In our example, the layout is set up for a Speedmaster 52 with a size of 525.0 x 459.0 mm. This is why "SM52" was selected as the material name.

Leave the "Printer/ECI offset 2007/ISOcoated_v2_eci.icc" default in the "Press Profile" (2) section unchanged. Also leave the options "Use Press Profile from Job Settings, if available" and "Use Embedded PDF/X Output Intent, if Available, as Press Profile" enabled.

Leave the item "1 glossy coated" selected in "ISO Papertype" (3) of the "Press" section unchanged.

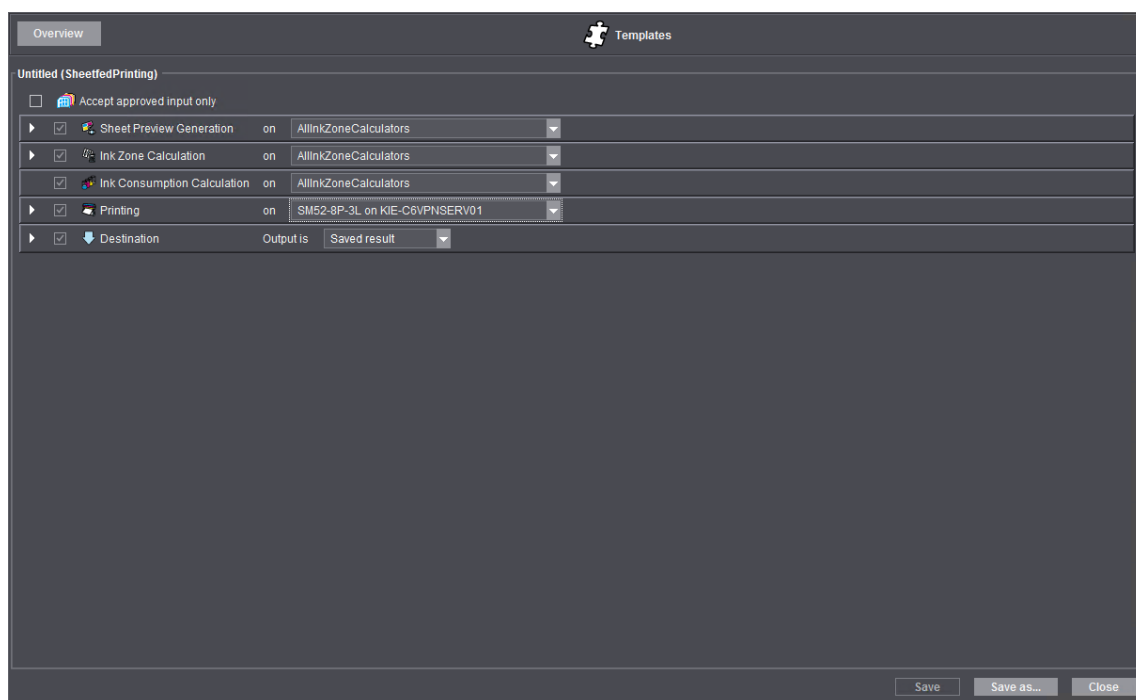
13. Configure the "Screening" step as follows:



14. Save the sequence template as "ImpositionOutput_HDCity" (with customer assignment) and close the window.

Configure a SheetfedPrinting Sequence

1. Highlight the "SheetfedPrinting" sequence type and click "New".
The setup section for a new SheetfedPrinting sequence opens:



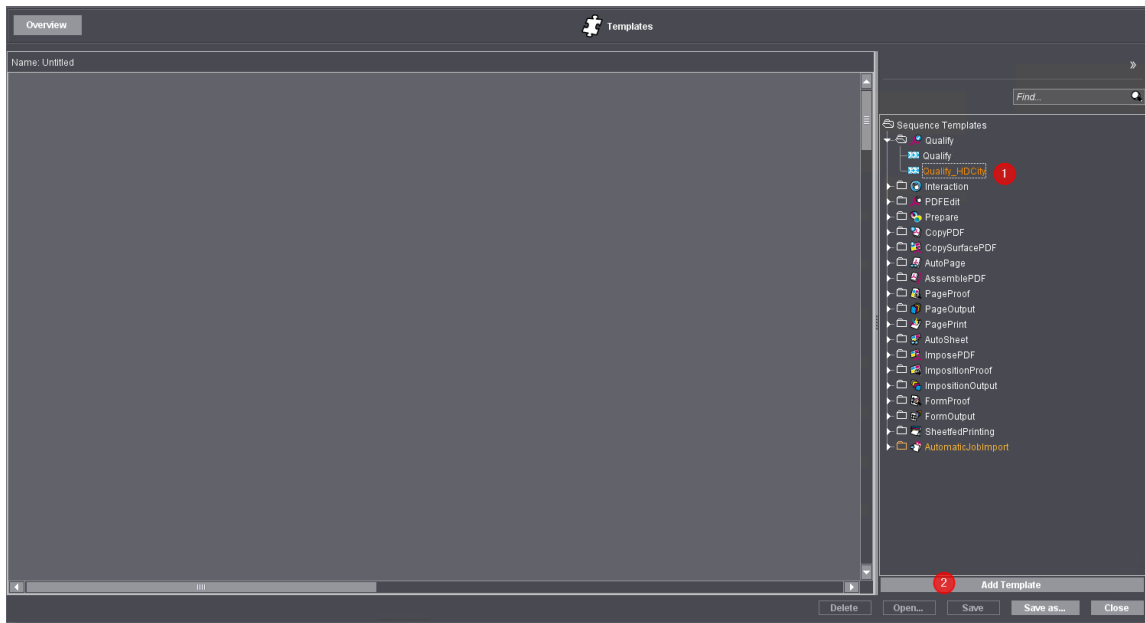
2. Make sure that in "Printing" the "SM52-8P-3L" press is set in the "on" list box. Leave all other options unchanged.
3. Save the sequence template under the name of "SheetfedPrinting_HDCity" (with customer assignment) and close the window.

Create a Group Template

For the processing of a job it is not absolutely necessary to create a group template but the use of group templates facilitates the processing of further print jobs that need similar processing steps. A group template will be created to illustrate how you define and use a group template.

1. Mark "Group Templates" in the sequence overview and click "New".
The empty setup window of a group template opens.

Introduction

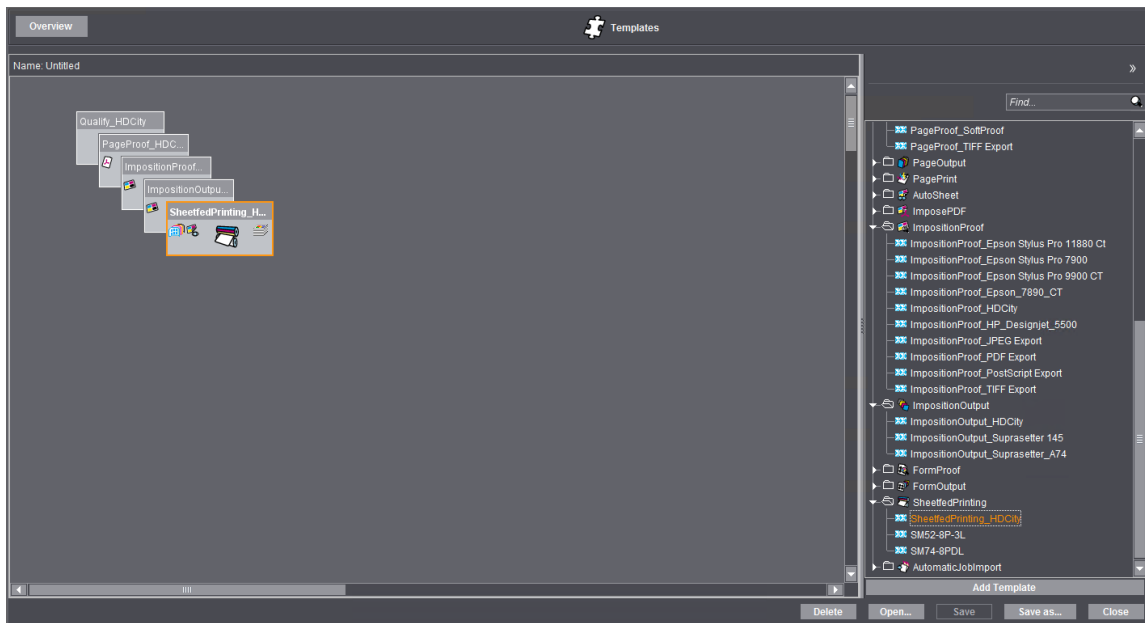


2. Open the "Qualify" folder and select "Qualify_HDCity" (1). Double-click the item or click "Add Template" (2).

An icon for the Qualify sequence is created in the workspace.

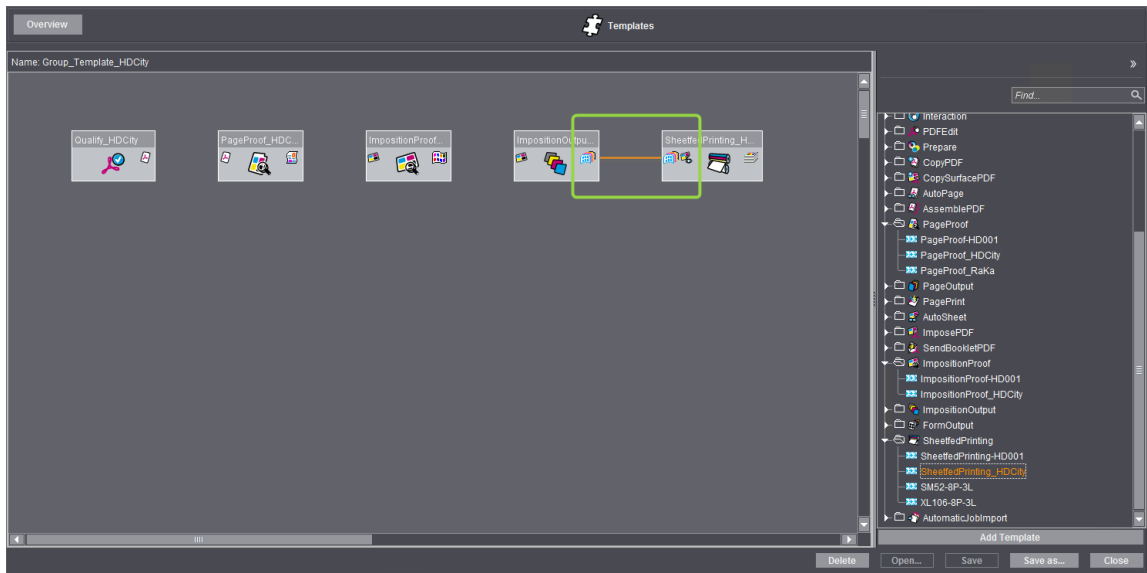
3. Repeat step 2 for the "PageProof_HDCity", "ImpositionProof_HDCity", "ImpositionOutput_HDCity", "SheetfedPrinting_HDCity" sequences.

The workspace now displays as follows:



4. In the workspace, select "AutoArrange" in the context-sensitive menu. The icons are placed side by side and aligned.

- Now link the "ImpositionOutput_HDCity" and "SheetfedPrinting_HDCity" sequences by clicking the sheet icon to the right of the "ImpositionOutput_HDCity" icon and, with the left mouse button pressed down, drawing a line to the "SheetfedPrinting_HDCity" icon and then letting go of the mouse button (drag-and-drop). Connecting both sequences will cause these sequences to be automatically executed in succession during job processing.



We will not add any other links between the other sequence icons because we are not going to configure a fully automated workflow here. Both proofing sequences interrupt the final output workflow because CTP output and offset printing are only after the proof results have been assessed.

- Save the group template with "Save as" as "Group_Template_HDCity" and close the group template window.

All the sequence templates needed for a basic workflow are now configured.

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Manual Creation of a Print Job

In this example we will show you how to process a 36-page booklet "HDCity" with the Prinect Manager. Later we will show you how new print jobs are created automatically in the "Hotfolder" mode (see [section "", page 101](#)).



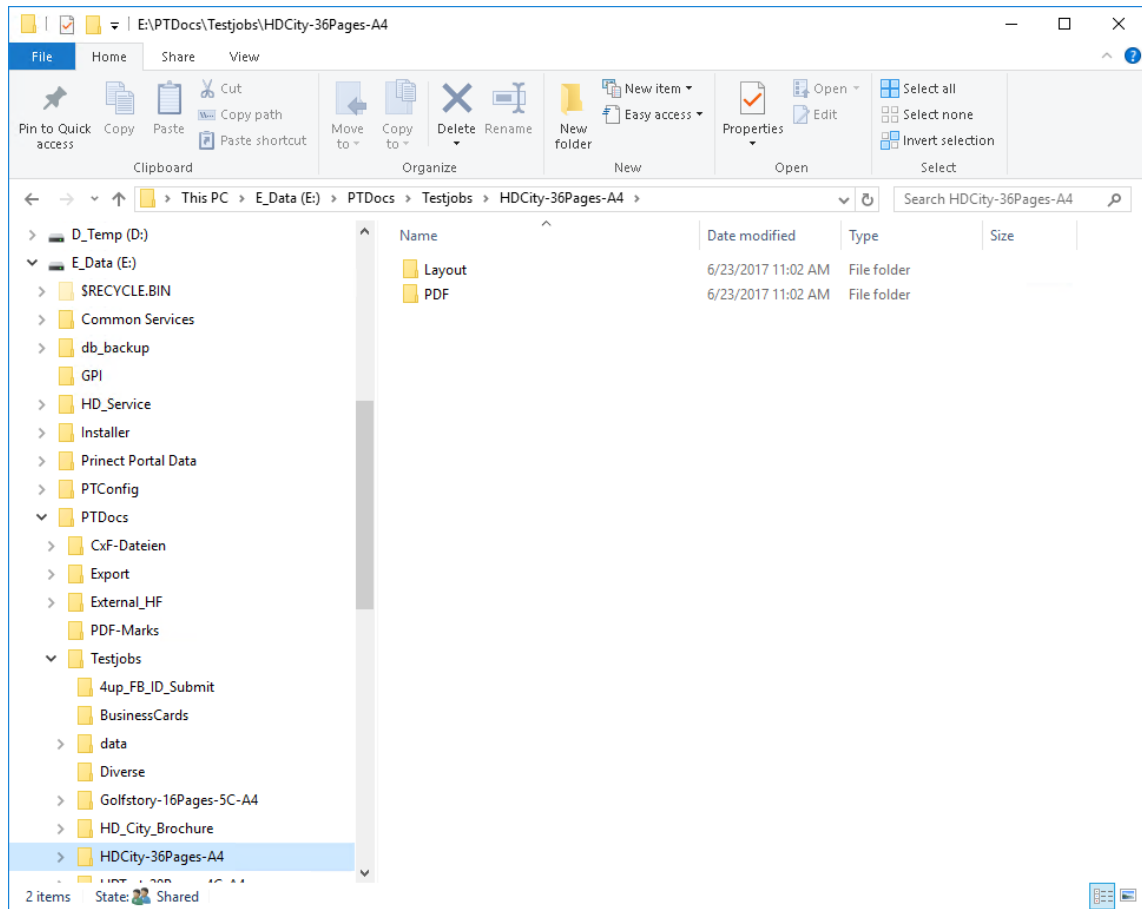
Note: The examples shown in this documentation solely demonstrate operation and must not be understood as imperative instructions.

Storing Job Documents on the Prinect Manager Server

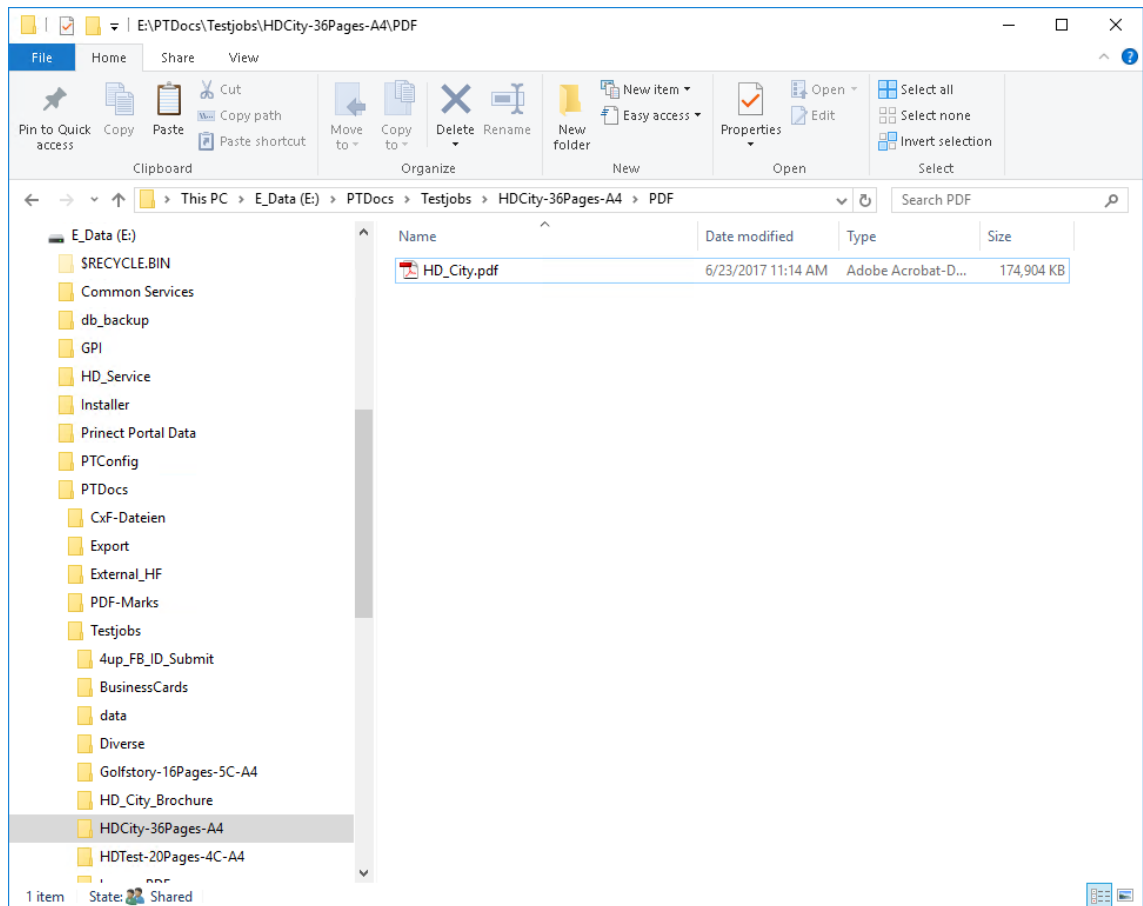
For our sample booklet, we are going to edit and output suitably prepared PDF files as document files containing the content pages of "HDCity" in German and English.

1. To open the documents (and sheet layouts) faster later, we will create a new "Testjobs" folder in the "PTDocs" folder on the Prinect server (see [section ""PTConfig", "PTJobs", "PTDocs" and "PTTransfer" Folders", page 19](#)).
2. In this folder, create a subfolder named "HDCity-36Pages-A4" and there two subfolders named "Layout" and "PDF". The folder structure is now as follows:

Manual Creation of a Print Job



3. Copy the "HDCity.pdf" to the "PDF" folder.



Creating a Layout

We are going to use Prinect Imposition Editor to create the sheet layout. Imposition Editor is part of PDF Toolbox that is installed on the Cockpit computer as an Acrobat plug-in during installation of the Cockpit.



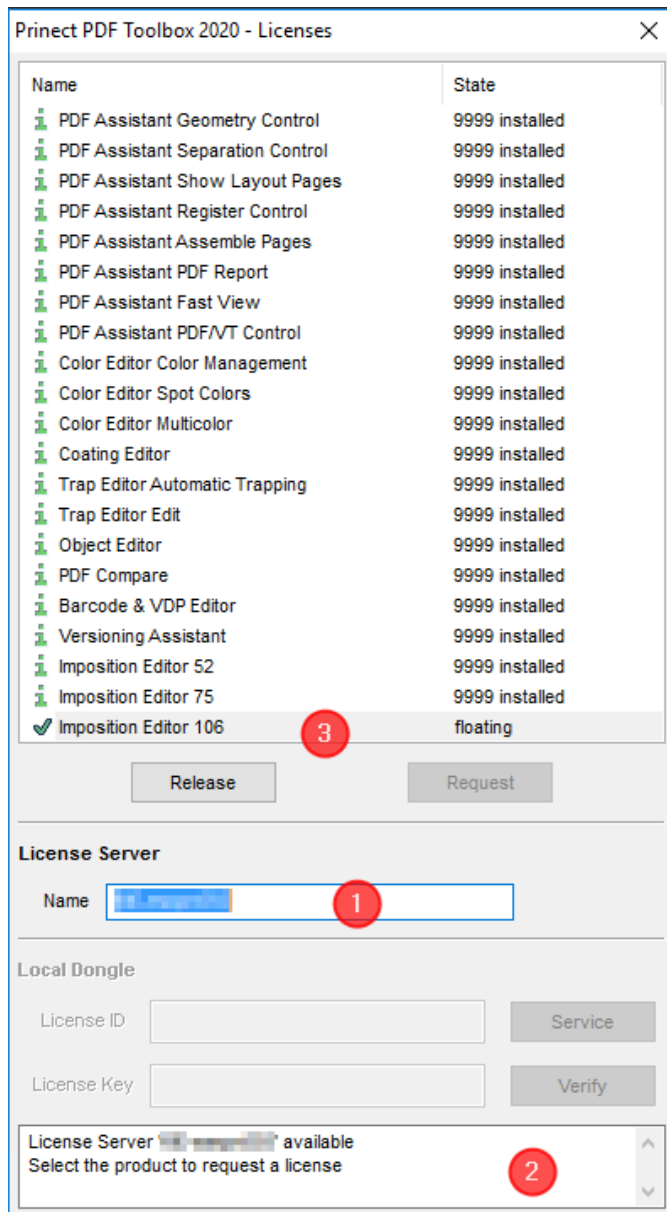
Note: For more details on the Imposition Editor, please refer to the Online Help of Prinect PDF Toolbox. You can invoke Help in Acrobat with the menu item "Help > Plug-In Help > Prinect PDF Toolbox 2020".

Licensing PDF Tools

Before using the Prinect PDF Toolbox applications for the first time, you may have to request a license for each of the program modules from Prinect License Server, if this is not set by default during installation. A floating license for PDF Toolbox comes along with the license key for the Prinect Manager. To license the PDF Toolbox, you need the name of the computer on which the License Server is installed.

Manual Creation of a Print Job

1. Open Acrobat Pro on the Prinect Server and go to "Plug-Ins > Prinect 2020 > Licenses".



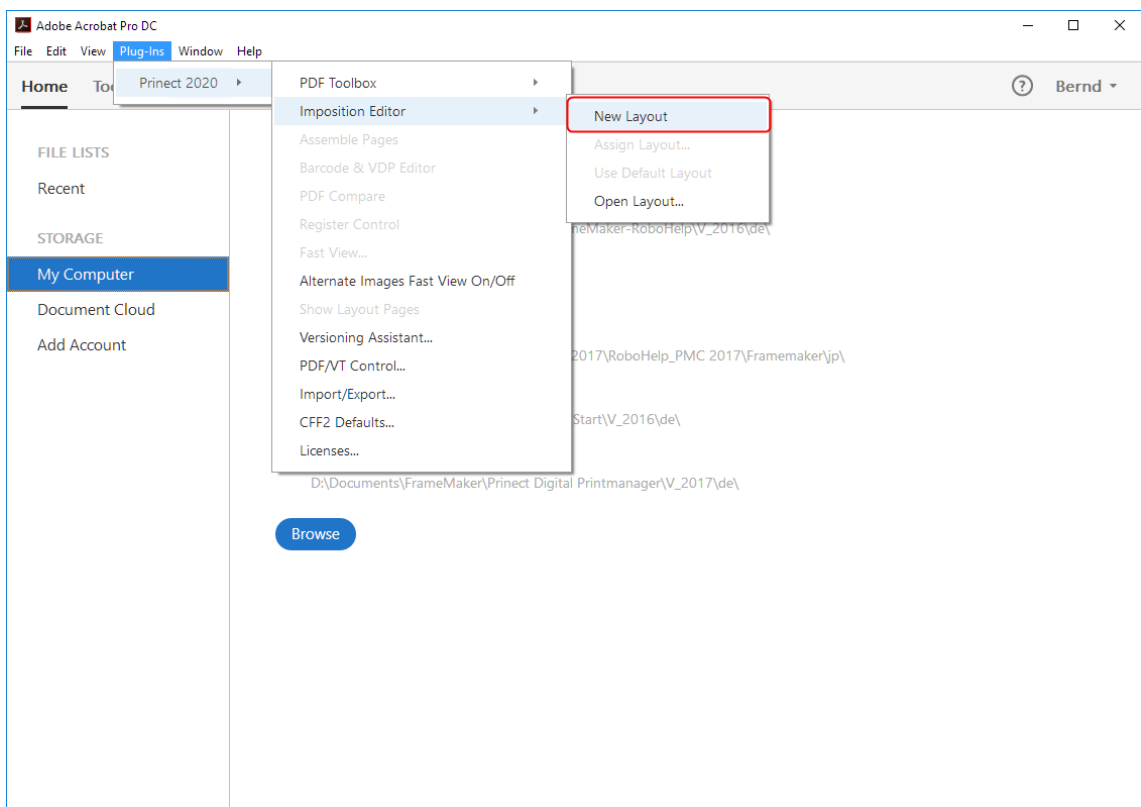
2. In the "License Server" (1) box, type the name of the License Server computer (e.g. the Prinect server where the basic Prinect Manager software is installed). The message pane (2) displays a confirmation when the License Server has been detected.
3. Mark the items in the list of tools to be licensed (minimum is an "Imposition Editor" license) and click "Request". When the appropriate license is found, the licensed item is tagged by a green checkmark (3). You can also highlight several PDF Toolbox tools at the same time and request their licenses.

Define the Layout



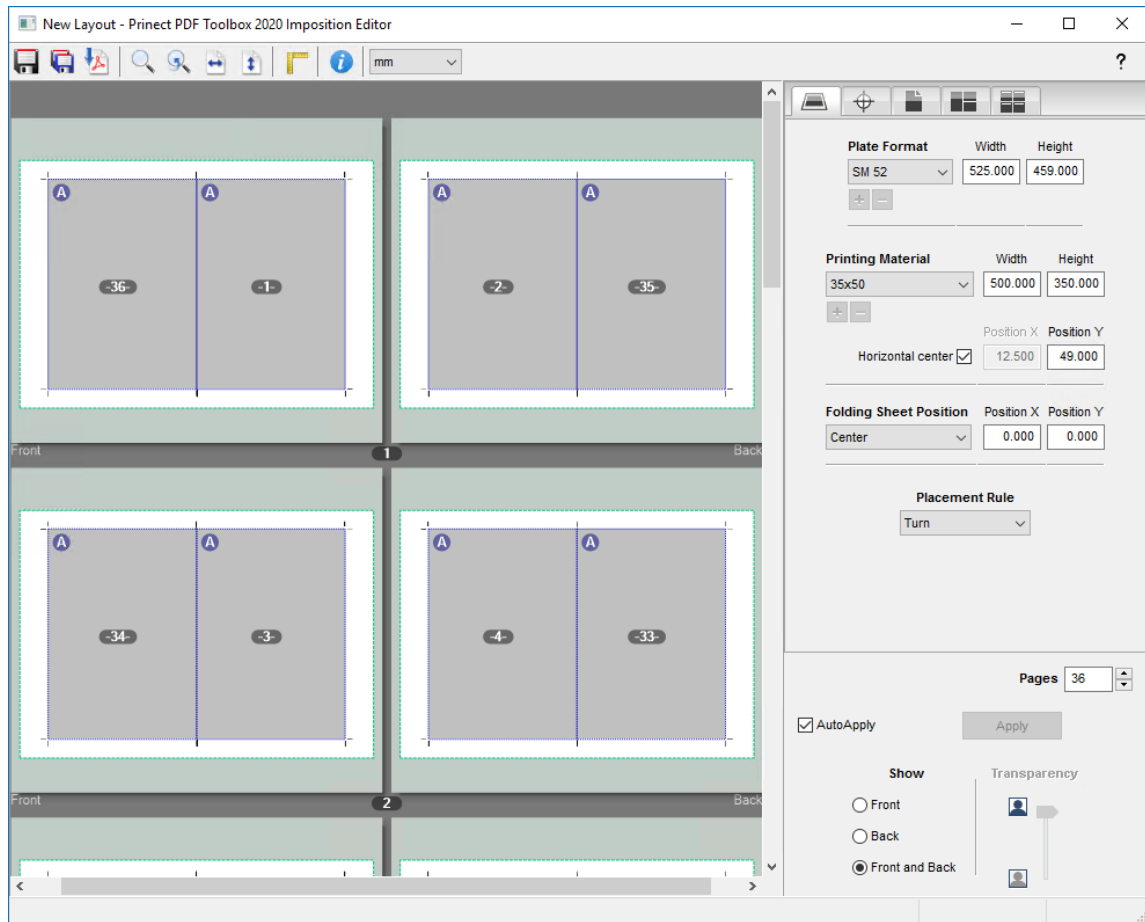
Note: The layout we want to create with the Imposition Editor here is to be imported at a later stage into the Prinect Manager workflow as an imposition template. The Imposition Editor can create importable layouts only if **no** PDF file is open in Acrobat or Imposition Editor.

1. Open Acrobat Pro on the Prinect Server and select "Plug-Ins > Prinect 2020 > Imposition Editor > New Layout" – **without any document being open.**



2. Imposition Editor starts with default settings.

Manual Creation of a Print Job



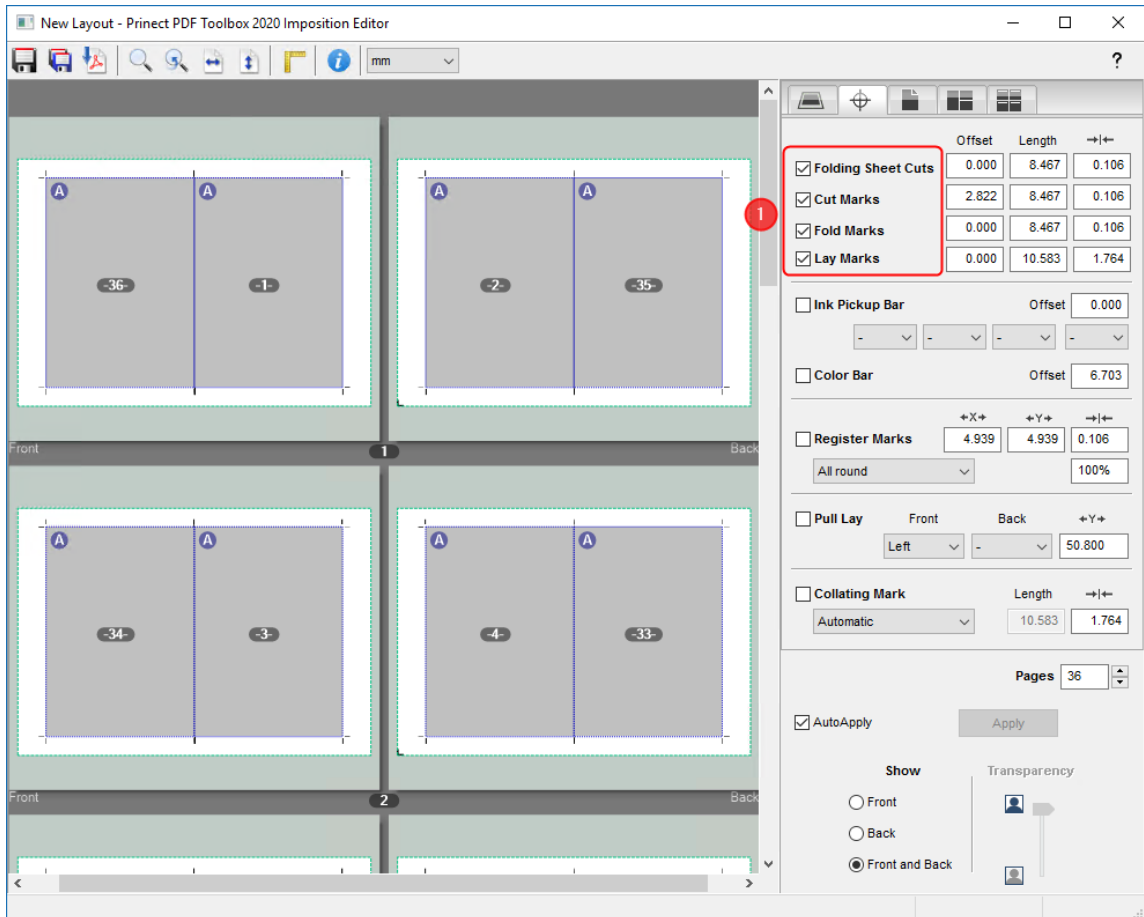
You must now edit the layout so it matches the conditions of the Prinect workflow.

3. First, set a plate size that matches the press size: In the "Plate Size" list box (1), select "SM52" if a Speedmaster 52 press is going to be used for printing, like in our example. You can also select another machine if a different type of machine is used or select "User-defined" and match the plate size accordingly. Set the plate dimensions as follows:
 - Width: 525,000
 - Height: 459,000
4. Now set the size of the printing material and select "35x50" in the "Printing Material" list box (2):
 - Width: 500,000
 - Height: 350,000

Leave the "Horizontal center" option enabled.

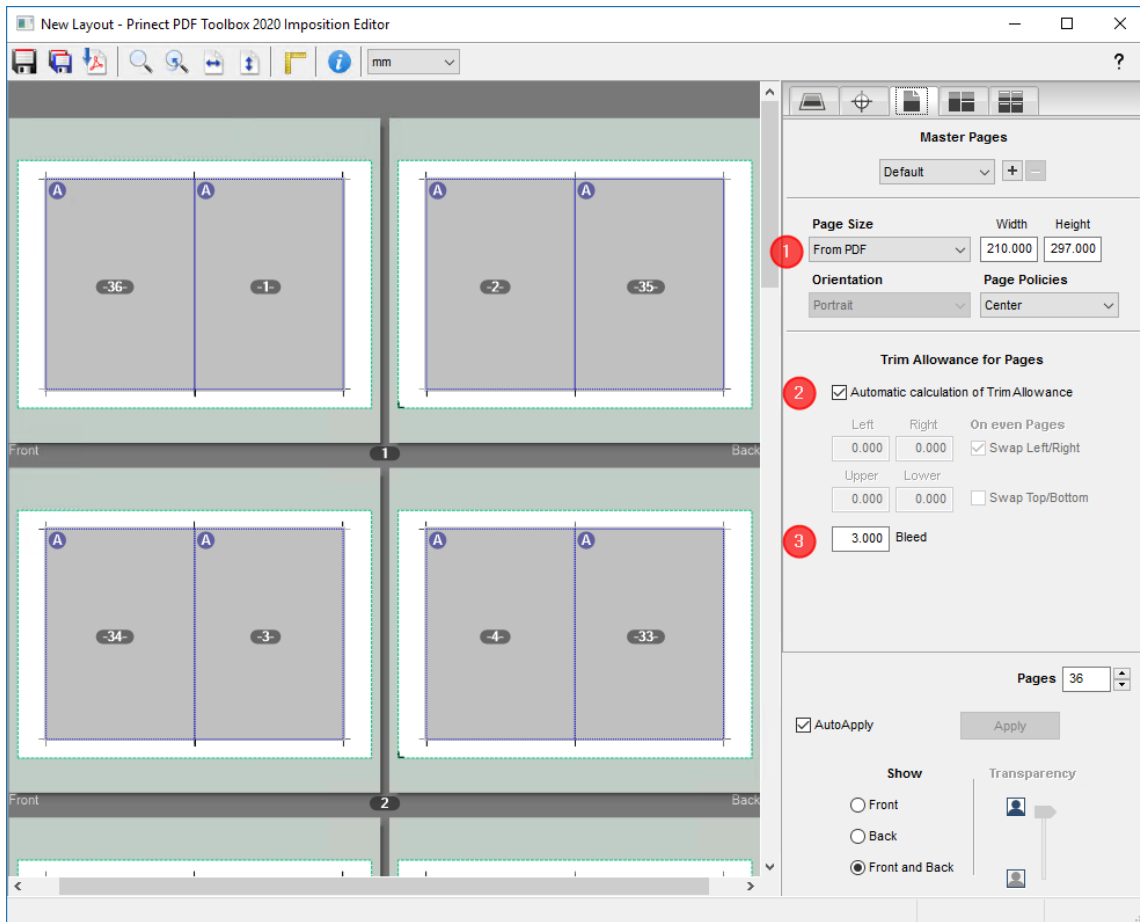
5. Leave the setting "Center" in the "Folding Sheet Position" list box (3) unchanged.
6. Leave the setting "Sheetwise" in the "Placement Rule" list box (4) unchanged, and also the options "Auto Apply" and "Front/Back".

7. Choose "36" as the number of pages (5).
8. Go to the "Marks" tab.



9. Enable all the marks types in the upper area (1): Folding Sheet Cuts, Cut Marks, Folding Marks, and Lay Marks Leave the mark details "Offset", "Length" and "Width" unchanged. Leave the "Ink Pickup Bar" and "Color Bar" options disabled. Leave the "Register Marks", "Pull Lay" and "Collating Mark" options disabled. Leave the options "Auto Apply" and "Front/Back" enabled.
10. Go to the "Master Pages" tab.

Manual Creation of a Print Job

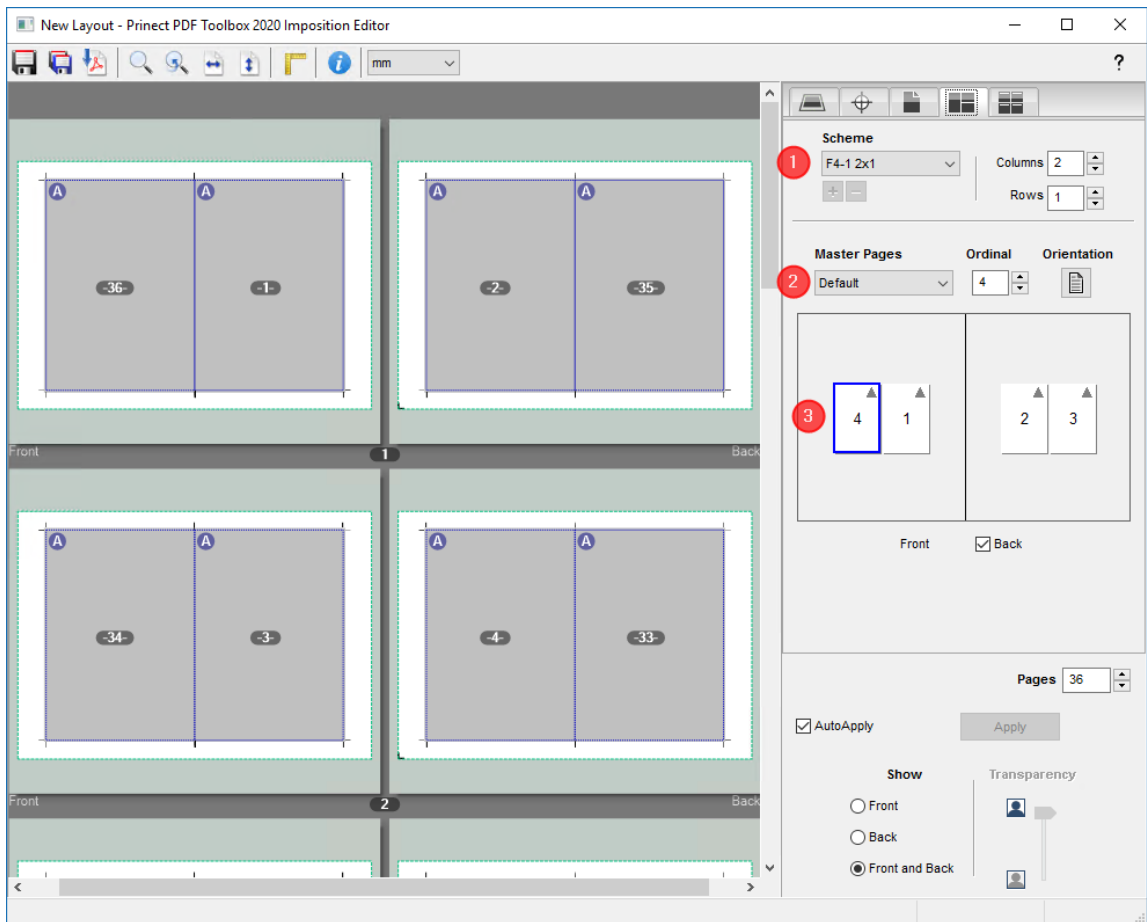


Leave the settings "From PDF" in the "Page Size" listbox, "Width", "Height" and in the "Page Policies" listbox "(= Center)" (1) unchanged.

Leave the option "Automatic calculation of Trim Allowance" (2) in the "Trim Allowance for Pages" area enabled and specify a value of 3.000 mm for "Bleed" (3).

Leave the options "Auto Apply" and "Front/Back" enabled.

11. Go to the "Scheme" tab.



12. In the "Scheme" (1) area, select the "F4-1 2x1" scheme. In this scheme, two document pages are placed on each surface (front and back), arranged in two columns and one row. As the document loaded in our example contains only two front and two back pages each, the screenshot also only displays two pages each per surface.

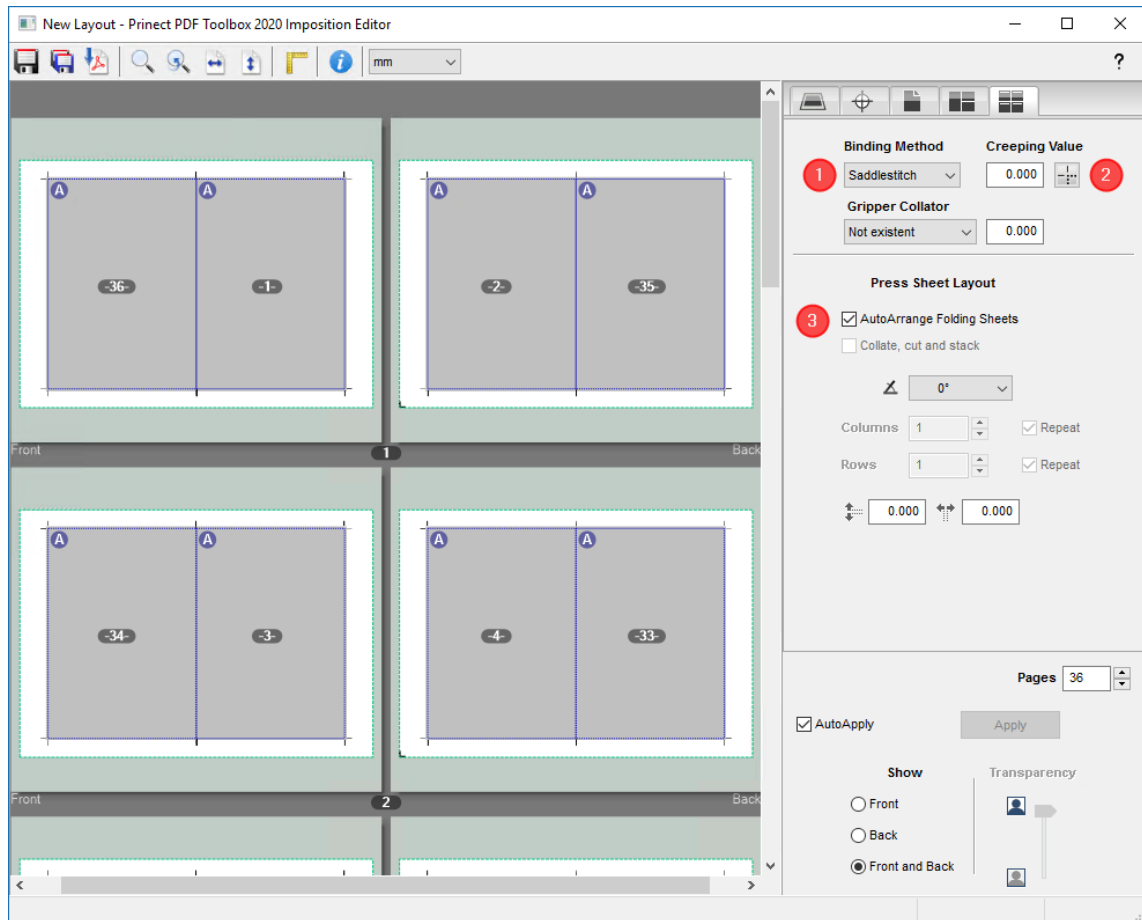
In the "Master Pages" area (2), leave the "Default" setting as it is.

The graphical preview (3) shows how the pages are arranged. Leave the "Back" option enabled.

Leave the options "Auto Apply" and "Front/Back" enabled.

13. Go to the "Layout" tab.

Manual Creation of a Print Job



Leave the setting "Saddlestitch" in the "Binding Method" list box (1) unchanged.

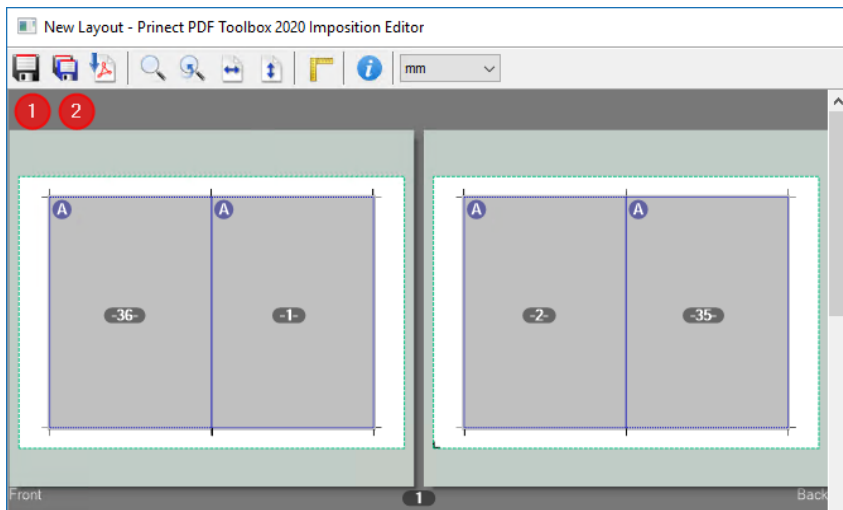
Specify a creeping value of 0.200 mm. Leave the icon for moving the cut marks (2) unchanged (for saddlestitching, the cut marks are moved accordingly).

As our sample configuration does not include a saddlestitcher, you must leave the entry "None" in the "Gripper Collator" listbox unchanged.

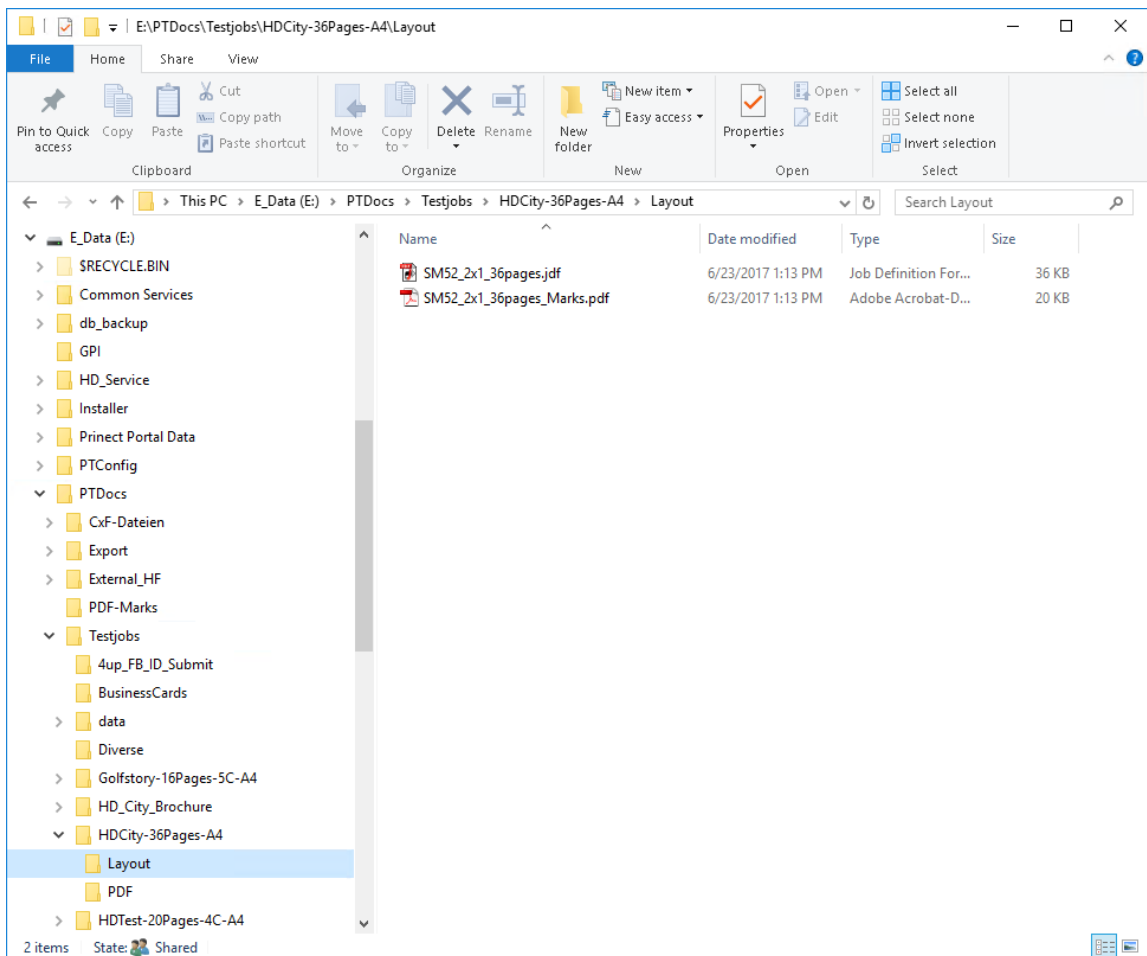
Enable the option "AutoArrange Folding Sheets" in the "Press Sheet Layout" (3) area.

Leave the options "Auto Apply" and "Front/Back" enabled.

14. The definition of the layout template is now complete. You must now save the layout template.



Click one of the buttons "Save job" (1) or "Save job as" (2). A dialog opens where you can choose the storage location and where you can specify a name for the layout file.



Manual Creation of a Print Job

To quickly identify the layout file in the Prinect workflow, save the layout file as "SM52_2x1_36pages.jdf" in the "PTDocs\Testjobs\HDCity-36Pages-A4\Layout" folder of the Prinect server (see [section "Storing Job Documents on the Prinect Manager Server", page 51](#)). The file name extension ".jdf" is added automatically. Prinect Imposition Editor always saves the job files in the "Job Definition Format" with the extension ".jdf". In the Prinect workflow, this file format is also required for sheet layout files. At the same time, a file named "SM52_2x1_36pages_Marks.pdf" is created that contains the marks defined in the layout template.

This completes creation of the sheet layout for use in the Prinect Manager. You can now quit Imposition Editor and Acrobat.

Creating and Editing a Job Interactively

All prerequisites for creating a new job are now being met.



Prerequisite: All the prerequisites required for creating a print job in the Prinect Manager are now listed once again below:

- Job file: HD_City.pdf
- Sheet layout: SM52_2x1_36pages.jdf
- Customer: HD Printshop
- Sequence templates: "Group_Template_HDCity" group template

Create a New Job

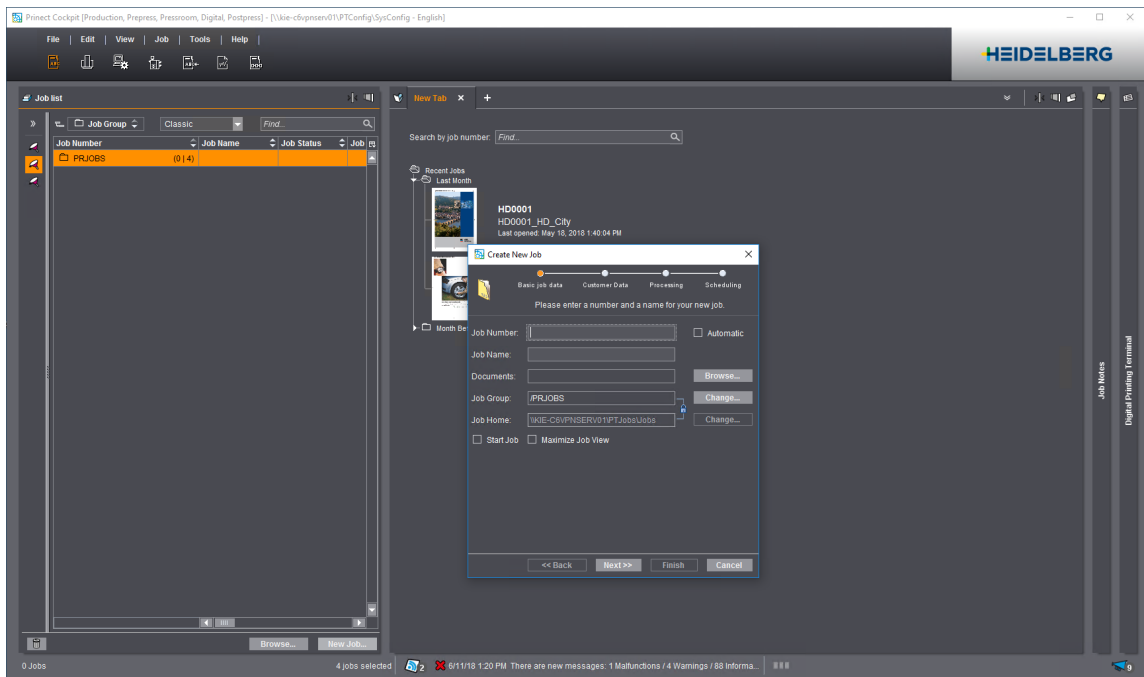
Special characters in job names



Note: The following characters must not be used in job names:

" % ' * ; < > ? ^ ' { | } ~ / \

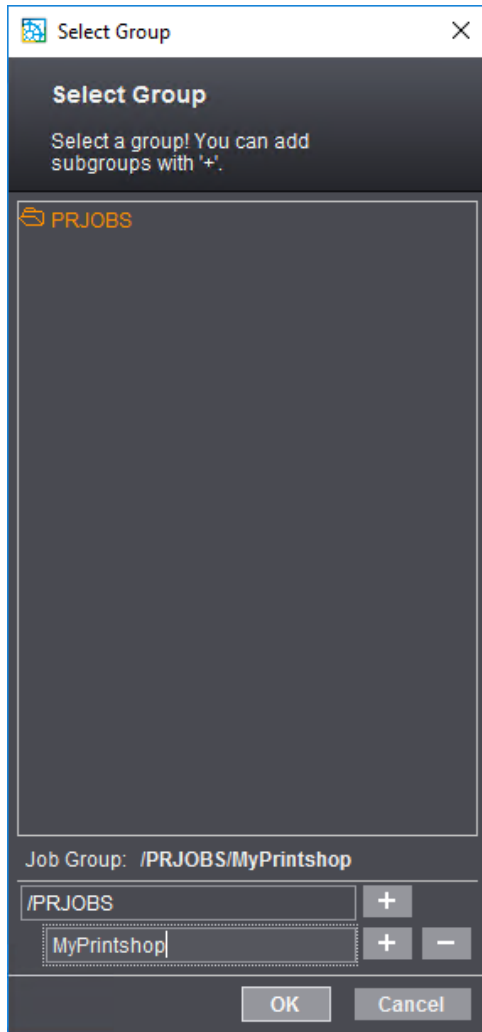
1. In the Prinect Cockpit, go to "Jobs", mark "PRJOBS" (1) in the job list and click "New Job" (2). The "Create new Job" dialog opens:



2. This dialog has four views that you can go between with "Next" or "Back". First fill out the boxes in the "Basic job data" view:

- Assign a job number. You can take the job number, for example, from the job ticket of a customer job. Job numbers must be unique in the Prinect system. This means that each job number can be assigned only once. In this example, we will assign "HD0001" as the job number.
- Your next step is to assign a job name. Job names as well must be unique. When you go to the "Job Name" box, the job number is copied automatically to this box. Heed the above notes on characters that must not be used in job names! You can use the job number as a prefix for the job name or overwrite it. We will assign "HD0001_HDCity" as the job name.
- In the "Documents" box you can now assign the documents (supplied by the customer) to the job. You can also do this step later in the created job. We will not assign any documents at this point.
- By default, "Job Group" and "Job Home" are linked. This means that if you define a new job group, a folder of the same name will be created automatically for this job group. We want to create a new job group and click "Change". The "Select Group" dialog opens.

Manual Creation of a Print Job



Click the plus sign in the lower part of the window. A new input box displays. Enter "MyPrintshop" as the group name in this box and confirm the dialog with "OK". The "Select Group" dialog closes.

3. Disable "Start Job" and "Maximize Job View".
4. Click "Next" to open the "Customer Data" view.

Create new Job

Basic job data Customer Data Processing Scheduling

You can assign a customer to the job.

Customer Name: HD Printshop

Customer ID: 0001

Nickname: HDP

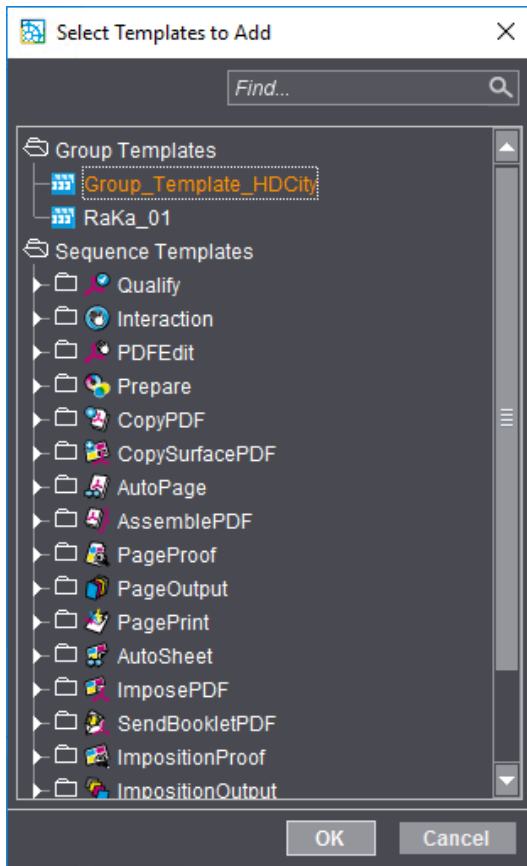
Customer Job ID: HD0001

Customer Job Name: HD0001_HDCity

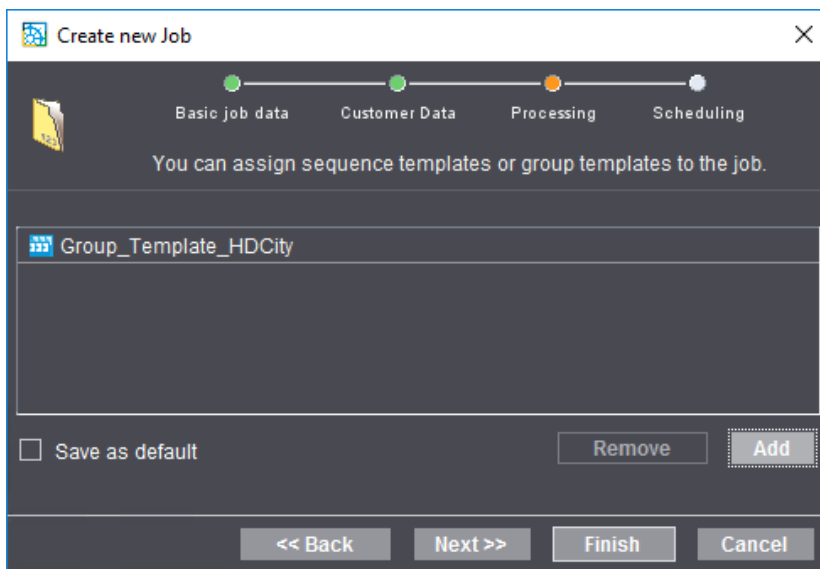
<< Back Next >> Finish Cancel

5. Select "HD Printshop" in the "Customer Name" list box. This item is taken from customer administration of the Prinect Manager. "Customer ID" and "Nickname" are also taken from there. "Customer Job ID" and "Customer Job Name" are copied from the basic job data you defined beforehand. You can overwrite these items if you have other customer job data that differ from the job data set in the Prinect Manager. We will leave these items as they are.
6. Click "Next" to open the "Processing" view: In this view, you can add prepared sequence templates to the job. Click "Add". The "Select Templates to Add" dialog opens:

Manual Creation of a Print Job



7. Select "Group_Template_HDCity" and click "Add". The group template contains all the sequence templates needed for processing this job. Leave "Save as default" disabled.



- Click "Next". The "Scheduling" view opens. In this view, you can enter a due date and assign a priority. Leave these settings as they are. Enter "36" in the "Pages" box. Enter "5000" in the "Delivery quantity" box. These details are for planning only; they do not affect the actual processing of the job.

The screenshot shows the 'Create New Job' dialog box with the 'Scheduling' view selected. The progress bar at the top indicates the current step. The 'Scheduling' section contains the following fields and controls:

- Set Due Date: Jun 11, 2018 14:16
- Responsible: English (dropdown menu with 'Select...' button)
- Job type: Production (dropdown menu)
- Job Priority: Normal (dropdown menu)
- 1up: 36
- Delivery quantity: 5000

At the bottom of the dialog, there are four buttons: '<< Back', 'Next >>', 'Finish', and 'Cancel'.

- All the data needed for creating the new job are now entered. Click "Finish".

The new job is created and opens in the "Job" window. Double-click the caption bar of the "Job" window to maximize the width of the window. The view in which a job was last open displays at first. You can switch the job view at any time.

Edit a New Job

Preparatory Settings

In the top left corner there is an icon with a small arrow pointing down. This arrow represents a list box for toggling between the sections:

- ["Product Description"](#)
- ["Processing"](#)
- ["Properties"](#)

Manual Creation of a Print Job

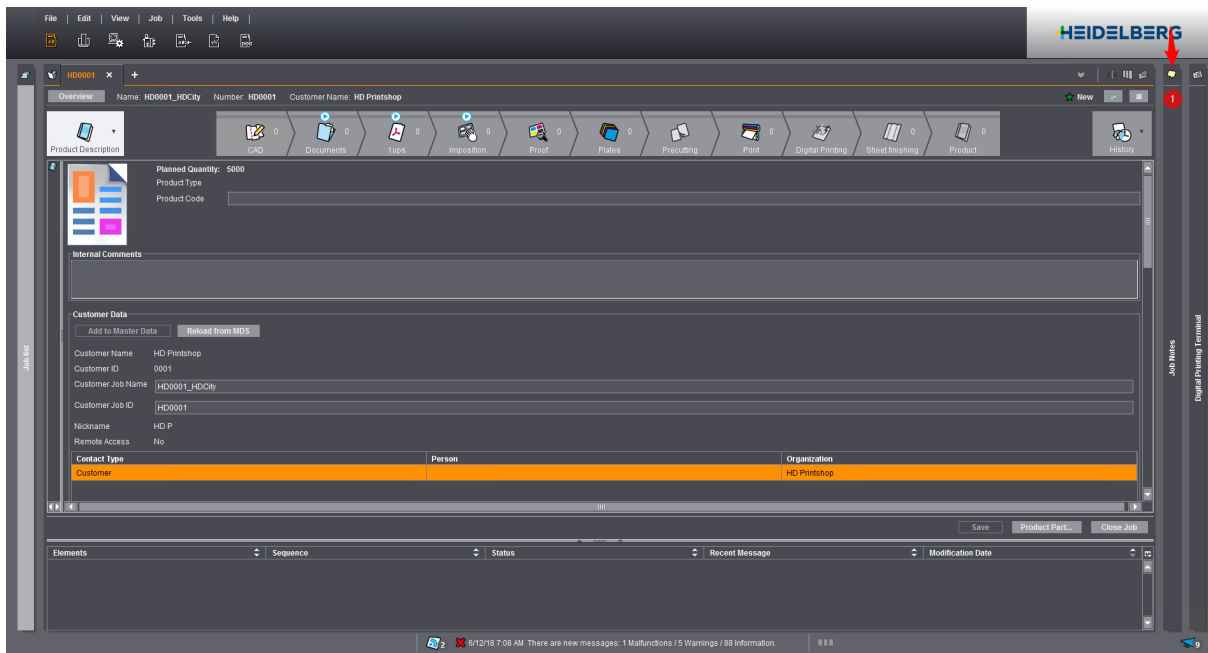
- "[Colors](#)" and
- "[Printing Process](#)".

This lets you define preparatory settings for the print job. We are now going to set up the parameters.



Note: If you click the star beside one of the icons, the icon also displays in the workflow bar to the right of the "Product Description" icon. You remove the icon from the workflow bar by clicking the star in the list again.

Product Description

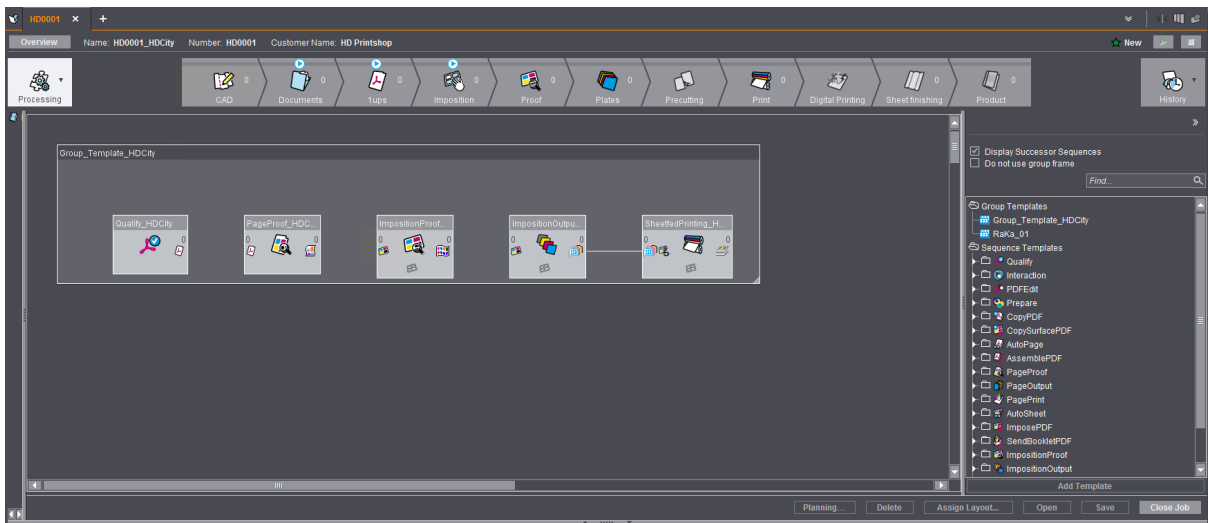


In the "Internal Comments" box, you can type information that can help to later identify the print job.



Note: Double-click the "Notes" button (1) to open the "Notes" window where you can enter comments about the job. These comments are retained while the job exists in the Prinect Manager. The "Notes" window exists in its own right alongside the "Job List" and "Job" windows and you can close or expand it at any time. You can use the Notes, for example, to convey important information about the job to other processing stages (press, finishing). You will find more details about handling the windows in the "Jobs" section and about the Notes function in the Online Help of the Cockpit (F1 key).

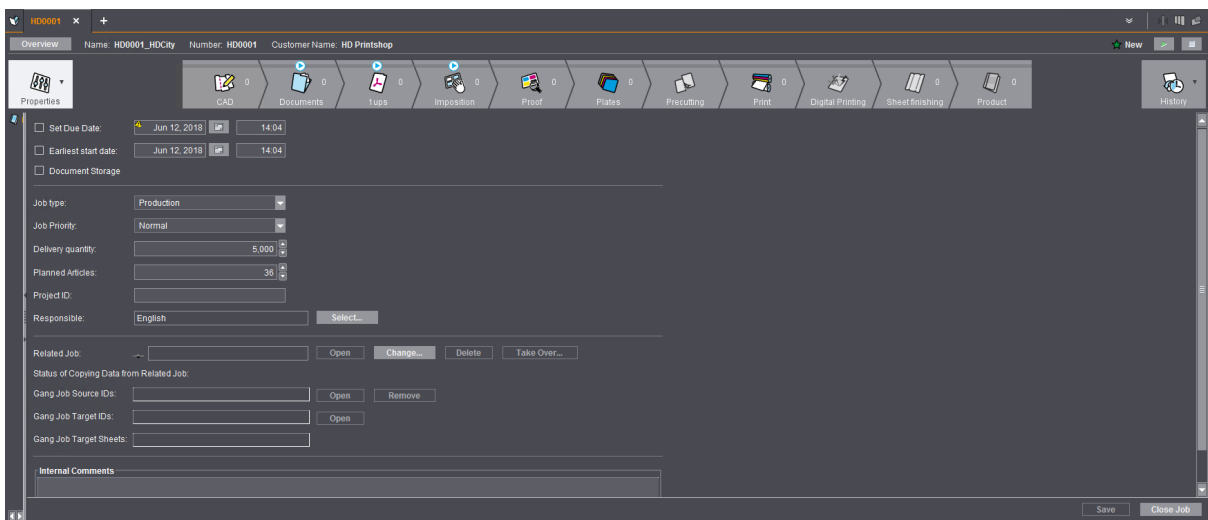
Processing



In this view, the processing sequences necessary for the job are added and configured. An existing group sequence was assigned to the print job when it was created; for this reason, the sequence is shown here. With the "Add Template" button, you can add more sequences or group sequences if needed.

As the existing group sequence contains all necessary process steps, we are going to leave the settings as they are.

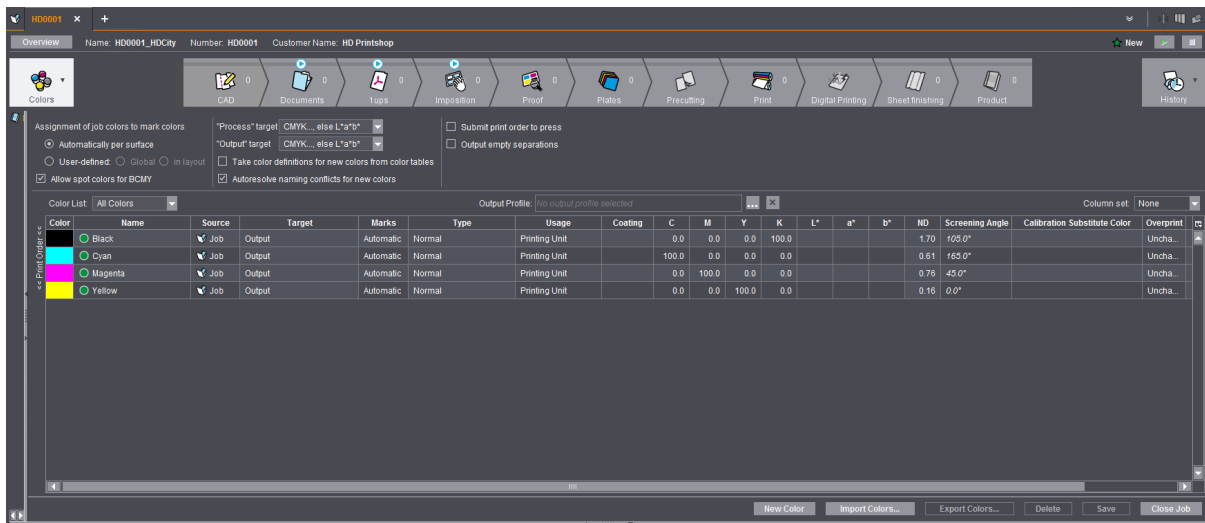
Properties



In this view, you can define or inspect certain properties of the print job such as Due Date, Priority or planned quantities (Delivery quantity, Planned pages). Delivery quantity and planned pages were defined when the job was set up. Leave all other settings unchanged.

Manual Creation of a Print Job

Colors



In this view you can define how the Prinect Manager is to process the colors of this print job. You can, for example import spot colors, define new spot colors or determine how certain spot colors are to be mapped to CMYK process colors. You can find details about these options in the Online Help of the Cockpit (invoke with the F1 key).



Note: You can use Prinect PDF Toolbox, for example to find out which spot colors are defined in the original PDF files of the print job. To do so, open the PDF files in Acrobat (not from within the Prinect Manager workflow) and invoke PDF Toolbox: Plug-Ins > Prinect 2020 > PDF Toolbox. Use the "Separation Control" and "Color Management" tools, to find information about the separations and color definitions in the PDF.

In this step, you will check whether the documents you added have spot colors. To print with CMYK process colors only, you must map spot colors to process colors. Normally, the PDF files contain the "recipes" for spot color replacement. Below, we will show how you can define or modify a spot color replacement in the job settings.

1. Click "New Color".

A new entry is added in the list below the colors.

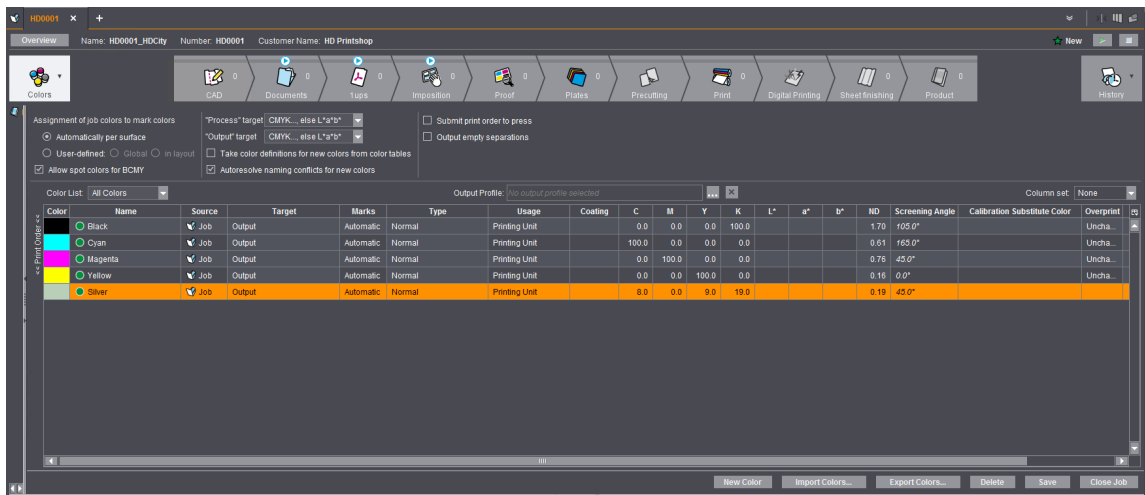
2. Type "Silver".

Leave the entries in the "Source" (= Job), "Destination" (= Output), "Marks" (= Automatic), "Type" (= Normal) and "Usage" (= Printing Unit) columns unchanged.

3. If necessary, scroll to the right to edit the other columns, and type the following color values:

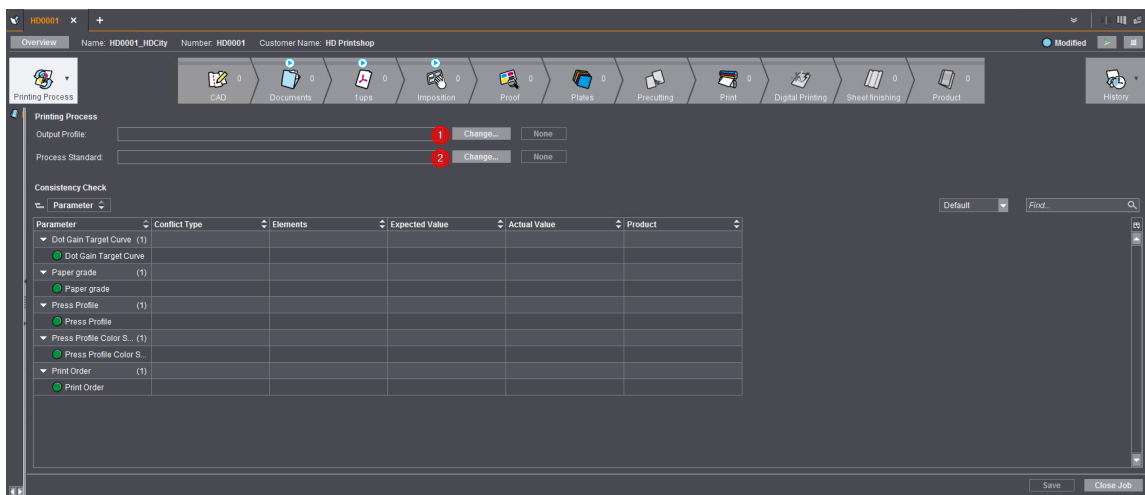
C (CYAN): 8, M (MAGENTA): 0, Y (YELLOW): 9, K (BLACK): 19.

4. Leave the other color settings as they are and click "Save".



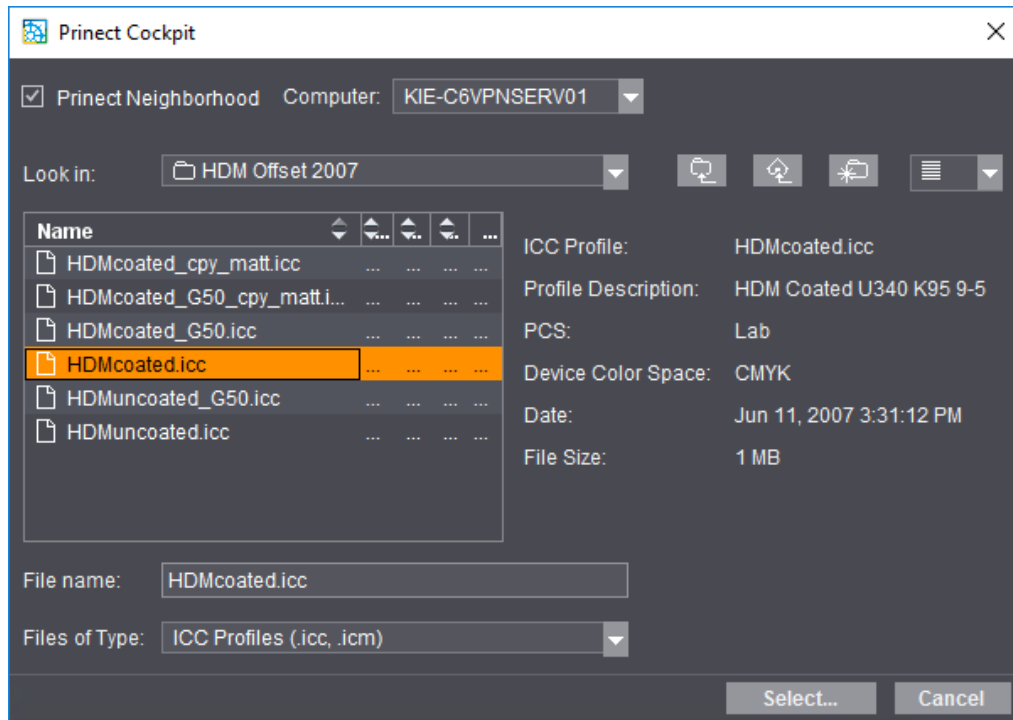
Printing Process

In this view, you can define to print the print job with a consistent output profile and with a consistent process standard.

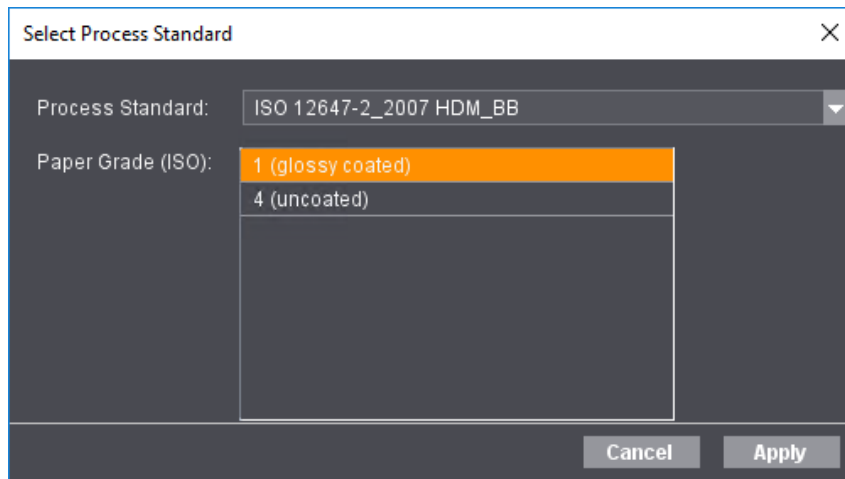


1. Click "Change..." (1) next to the "Output Profile" box. A file selection dialog opens, showing by default the "ICC Profiles" in the "SysConfig > Resources" folder on the Prinect server. This folder contains the pre-installed ICC profile files of the Prinect server. We recommend saving custom ICC profile files here as well so they can be accessed easily.
2. In this context, we need a press output profile and therefore go to the "HDM Offset 2007" sub-folder of the "Printer" folder. Select the "HDMcoated.icc" profile and confirm with "Select...".

Manual Creation of a Print Job

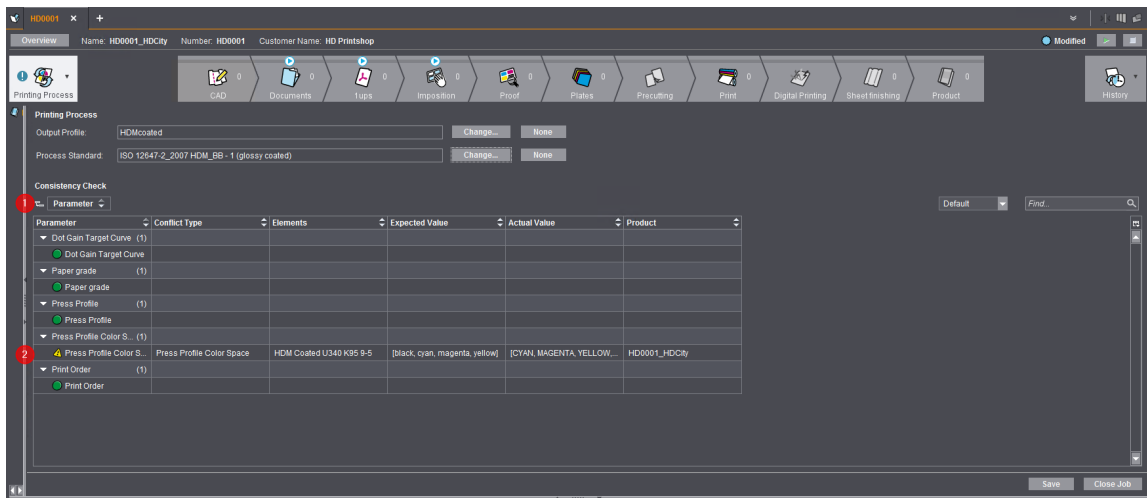


3. Click "Change..." (2) next to the "Process Standard" box. The "Select Process Standard" dialog appears:



4. In the "Process Standard" list box, select "ISO 12647-2_2007 HDM_BB" and "1 (glossy coated)" in the "Paper Grade (ISO)" box.
5. Confirm the dialog with "Apply".

The "Consistency Check" (1) table shows whether or not the selected parameters "Output Profile" and "Process Standard" comply with each other. A green dot is shown next to each test criterion if everything is OK.



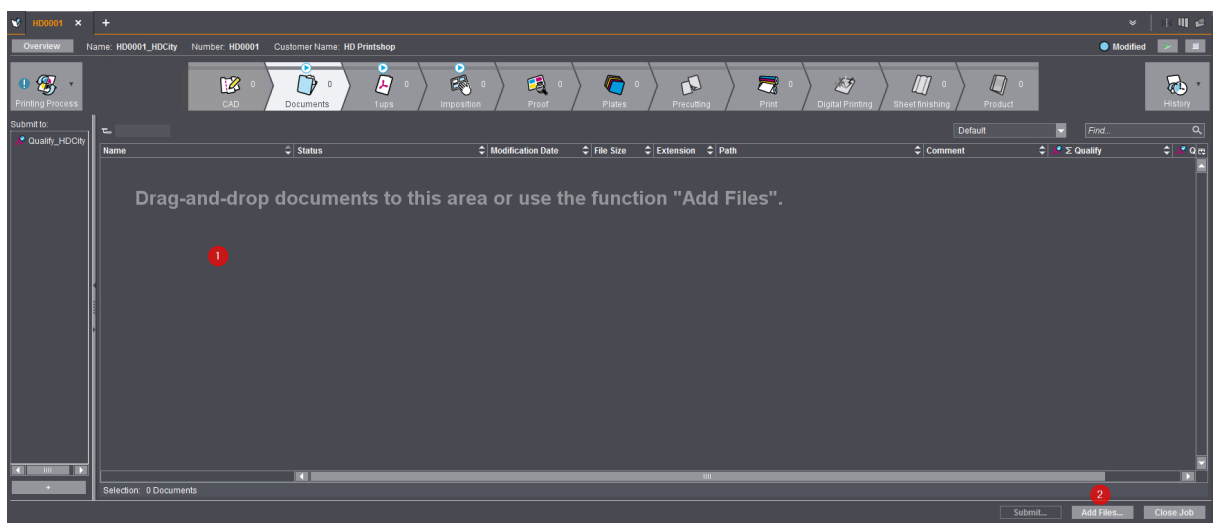
In our example, a warning is displayed for the "Press Profile Color Space" (2) criterion. In the pertaining columns, you can see that there is a press profile color space conflict: the expected color space (black, cyan, magenta, yellow) differs (seemingly) from the existing color space (CYAN, MAGENTA, YELLOW, BLACK). You can ignore this warning because the two entries describe the same color space and differ with regard to small/capital letters and the order of the color names only.

6. Save your settings with "Save".

This completes the parameter setup of all preparatory settings.

"Documents" Step

In this step, the document files that will be edited and finally printed are copied to the Prinect workflow.

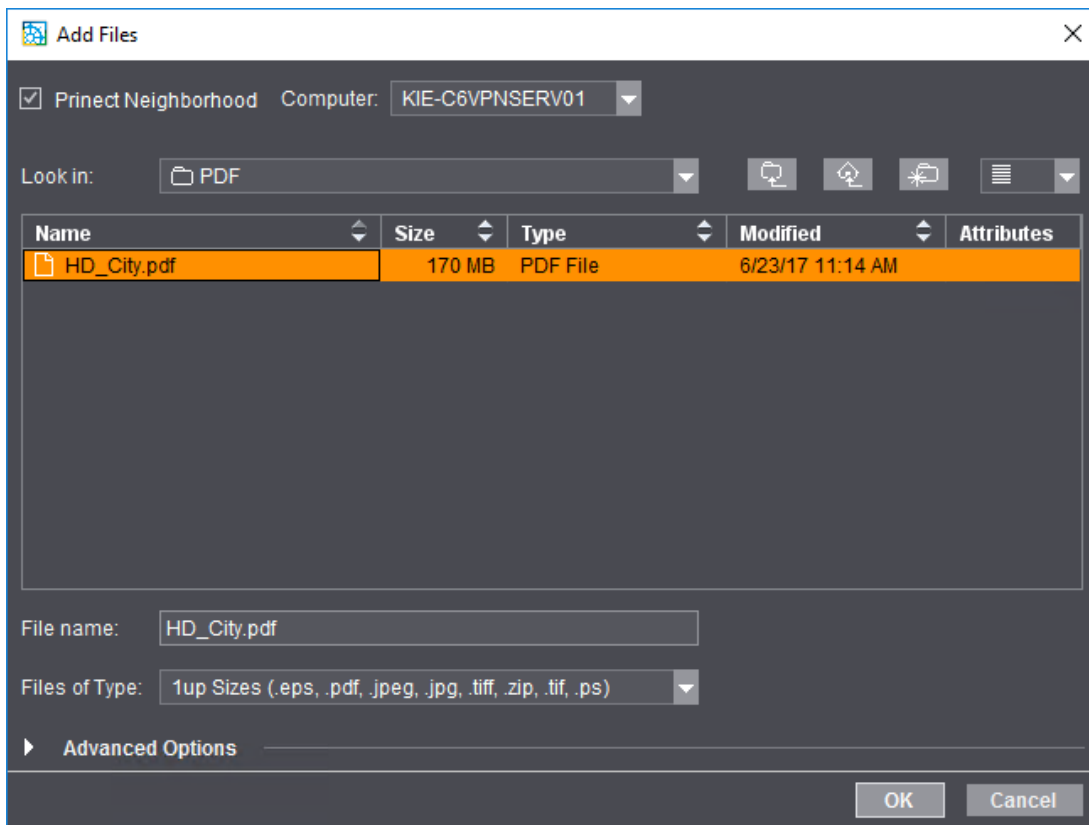


Manual Creation of a Print Job

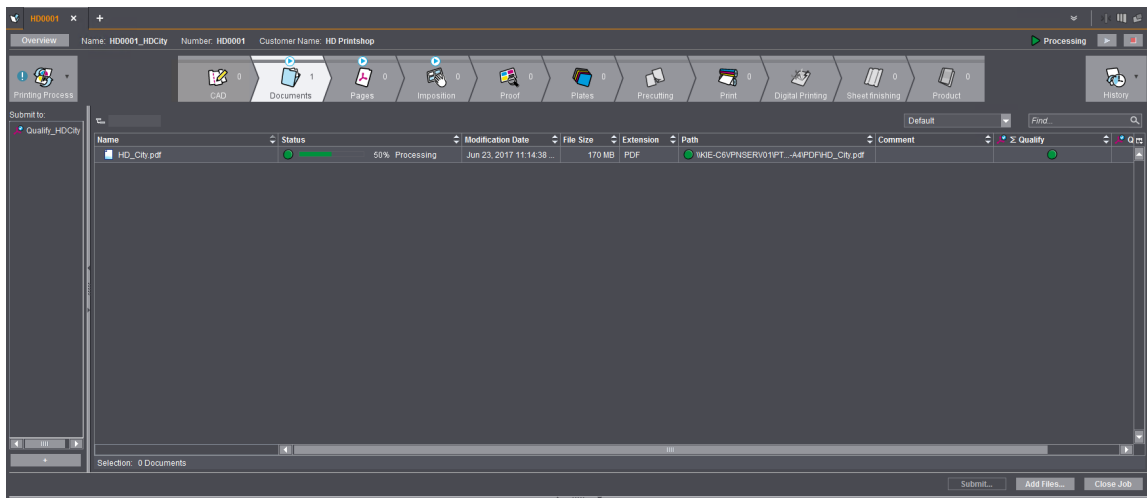
Add documents to the job with the "Add Files" button

To add the document PDF files to the job, you can either drag-and-drop the files from Windows Explorer to the window (1) or you can open a file selection dialog with the "Add Files" button (2).

1. Click "Add Files" (2). An appropriate warning appears if the job is not yet started. Confirm the dialog and the job starts. The "Add Files" dialog first displays the content of the "PTDocs" folder on the Prinect server.
2. In this folder, go to the "Testjobs" folder, then to the "HDCity-36Pages-A4" subfolder and after that to the "PDF" subfolder.



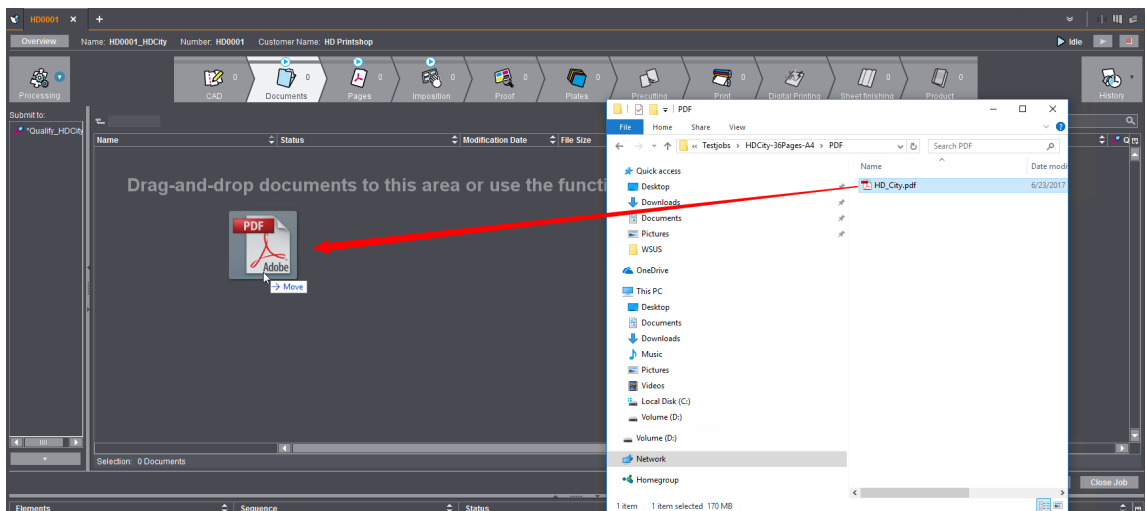
3. Highlight the "HD_City.pdf" file and click "OK".
A dialog first displays, asking you whether the file is to be copied or a link created. Click "Copy".



Add documents using drag-and-drop

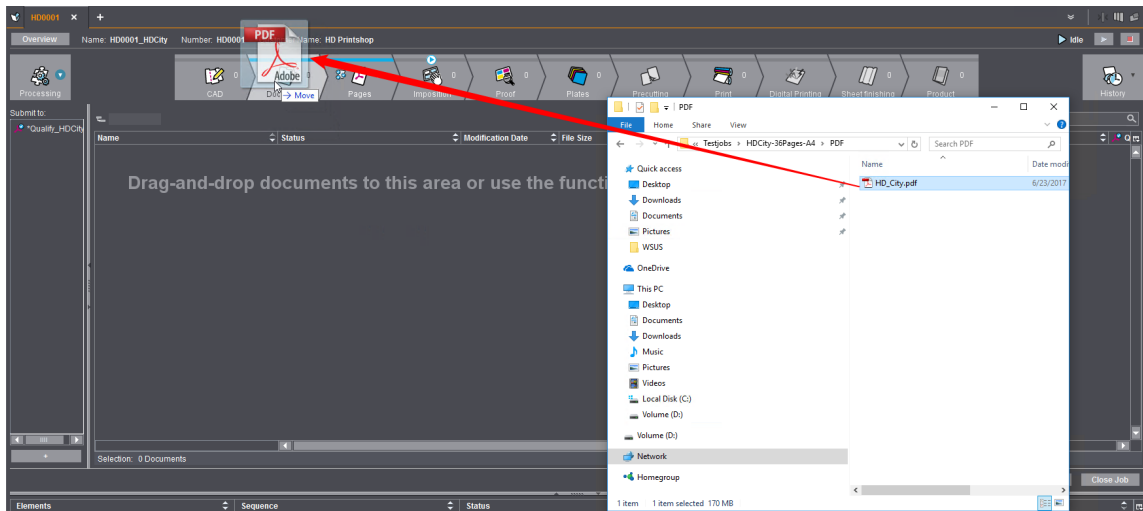
As an alternative to the "Add" button, you can also add PDF documents to the "Documents" step by dragging-and-dropping them from a Windows Explorer window (or Macintosh Finder window):

1. In addition to the Princt Cockpit, open the Windows Explorer (or the Macintosh Finder) and go to the "PTDocs" folder on the Princt server. In this folder, go to the "Testjobs" folder, then to the "HDCity-36Pages-A4" subfolder and after that to the "PDF" subfolder.



2. Mark "HDCity.pdf", drag it holding down the left mouse button to the "Documents" area in the open job or to the "Documents" icon and let go of the mouse button. Adding documents using drag-and-drop to the step icon works even if the step is not open at that moment.

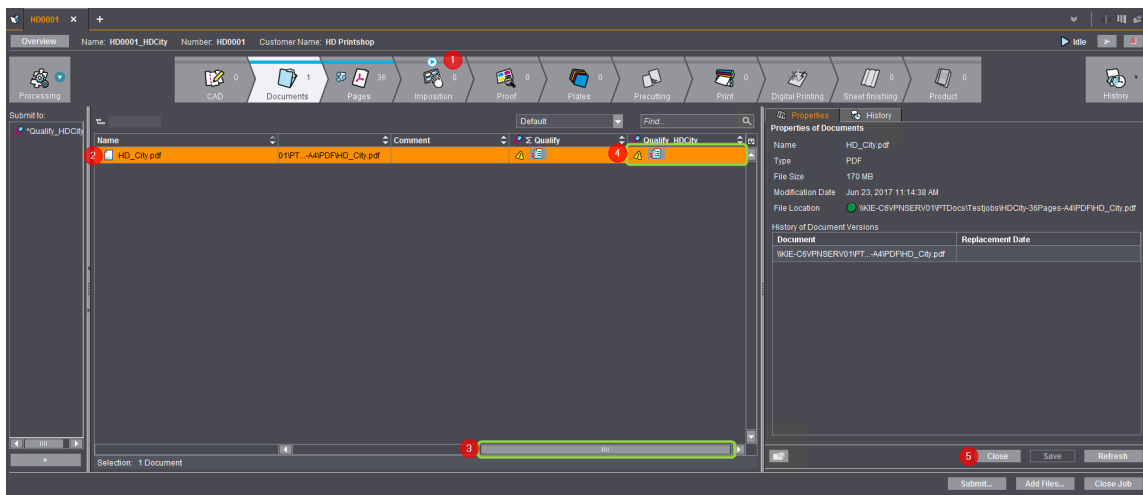
Manual Creation of a Print Job



View details about job processing


Because the job was activated before you added the files, the PDF document is processed immediately by the "Qualify" sequence. When processing is finished, the progress bars turn yellow, and has a "Warning" sign.

1. You can view the warning details by opening the Preflight Report that was created during processing. Mark a document item (2), right-click to display the context-sensitive menu and select "Properties". An additional information pane opens on the right:




Note: In the workflow bar, small arrows indicate which step can be done next (1). Depending on what stage your job is at, several steps may be possible next. A tooltip shows you which action is possible in each case.

2. Move the scrollbar (3) fully to the right until you can see the column for the Qualify sequence. Click the document icon in this column (4). Acrobat opens with a PDF file containing the Preflight Report:



Document overview

File name:	HD_City.pdf
Title:	38170_HD_Heute_combi_dt_demo
Application:	QuarkXPress Passport.: AdobePS_8.7 8.7.0
Producer:	Acrobat Distiller 5.0.5 (Windows)
Author:	Stolz
Created on:	04/04/2003 02:25:11 PM
Date Modified:	06/23/2017 11:14:37 AM
File Size:	170.8 MByte / 174903.9 KByte
Trapped:	No
Output Intent:	-
PDF/X Version:	-
PDF Version:	1.6
Number of pages:	36
MediaBox:	709.00 x 992.00 pt
TrimBox:	595.28 x 841.89 pt



Summary	✖ Error	⚠ Warning	✔ Fixed	ℹ Info
📄 Document	-	-	-	-
📄 PDF/X	-	-	-	-
📄 Pages	-	-	-	-
⚠ Colors	-	144	-	-
📄 Fonts	-	-	-	-
📄 Images	-	-	-	-
📄 Content	-	-	-	-

Colors

- ⚠ Maximum dot area 204% is above the 200% threshold #1 (1)
- ⚠ Maximum dot area 210% is above the 200% threshold #18 (17,35)
- ⚠ Maximum dot area 258% is above the 200% threshold #2 (11,29)
- ⚠ Maximum dot area 260% is above the 200% threshold #2 (6,24)
- ⚠ Maximum dot area 267% is above the 200% threshold #2 (7,25)
- ⚠ Maximum dot area 269% is above the 200% threshold #2 (12,30)
- ⚠ Maximum dot area 284% is above the 200% threshold #2 (9,27)
- ⚠ Maximum dot area 286% is above the 200% threshold #2 (7,25)
- ⚠ Maximum dot area 287% is above the 200% threshold #2 (5,23)
- ⚠ Maximum dot area 296% is above the 200% threshold #2 (16,34)
- ⚠ Maximum dot area 298% is above the 200% threshold #2 (7,25)
- ⚠ Maximum dot area 300% is above the 200% threshold #2 (11,29)
- ⚠ Maximum dot area 301% is above the 200% threshold #2 (7,25)
- ⚠ Maximum dot area 303% is above the 200% threshold #2 (6,24)
- ⚠ Maximum dot area 307% is above the 200% threshold #2 (13,31)
- ⚠ Maximum dot area 310% is above the 200% threshold #4 (12-13,30-31)
- ⚠ Maximum dot area 316% is above the 200% threshold #2 (12,30)
- ⚠ Maximum dot area 320% is above the 200% threshold #2 (16,34)
- ⚠ Maximum dot area 323% is above the 200% threshold #2 (11,29)

Princt PDF Report 19.00.023	- 1 -	06/12/2018 02:31:52 PM
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In the report you can see, for example, that the warnings refer to the colors of the document file: the maximum dot area is above the permitted threshold of 300%.

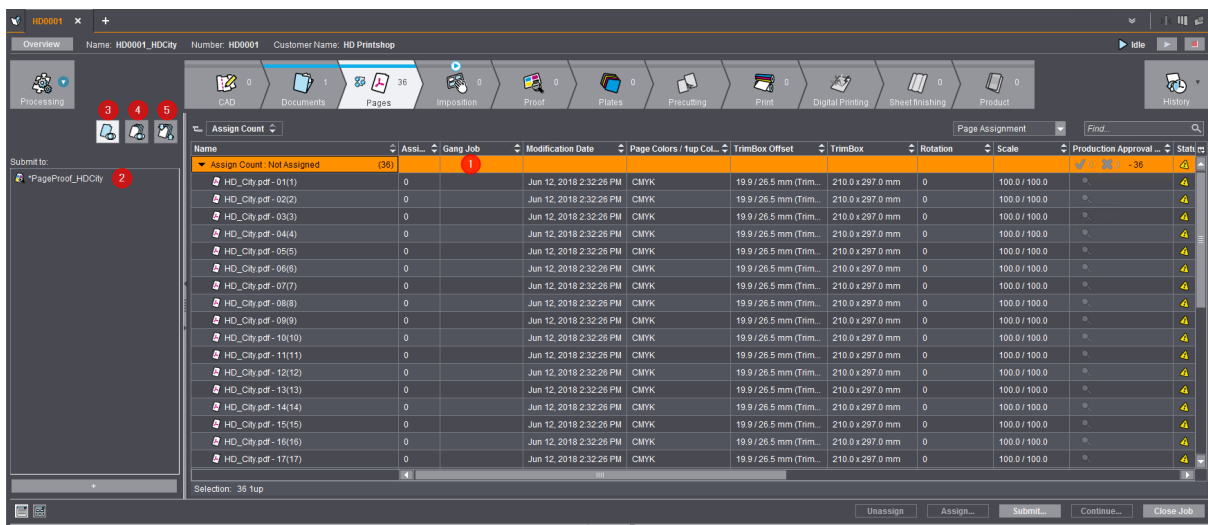
Manual Creation of a Print Job

As these messages are warnings only, you can continue processing the document if these warnings do not affect the desired output quality. If this is the case, you ought to recreate the original PDF document.

Close the Preflight Report and also the "Properties" view by clicking "Close" (4).

"Pages" Step

Go to the "Pages" step.



The list contains only one item at first: "Assign Count: Not Assigned" (1). Click the small triangle preceding the item to expand the list of all 36 pages contained in the job. Double-clicking a separate page will open the respective document in Acrobat where you can, for example, once again check the contents.

Assigning Pages to a Page List

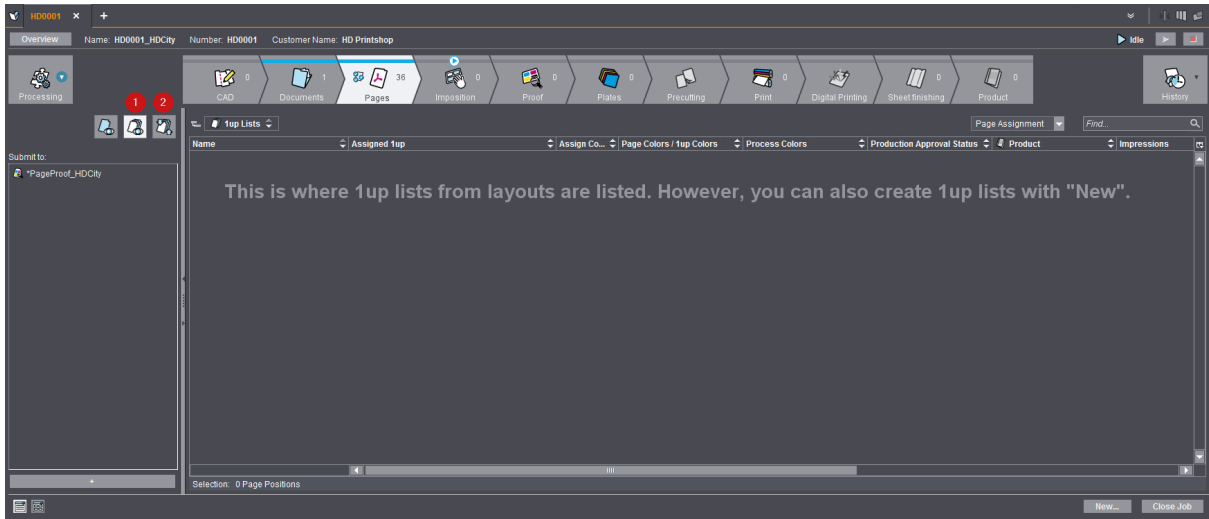
In the Princt Manager, the document pages must be assigned to a "Page List" before they can be output. A page list is a group of "page placeholders", i.e. empty page boxes that are filled with the document pages by assigning them. You can assign the pages to a page list as follows:

- by creating a new page list and assigning the pages.
- by assigning the pages to a sheet layout. In the Princt workflow, sheet layouts already come with page placeholders that represent a total of one page list.

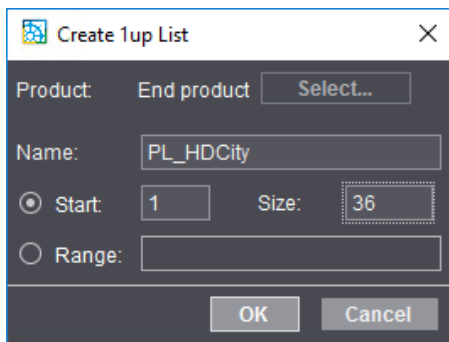


Note: If a Princt Automation Pack is licensed for your Princt Manager installation, you can assign document pages automatically to an existing page list as soon as the document files are added to a job. For this to be done, the file names of the PDF documents are composed by a predefined pattern and given certain delimiters. When these files are added, the file names are interpreted and used for assigning pages or page ranges automatically to page list placeholders. This functionality is set up in the "Qualify" sequence in the "Automatic Page Assignment" step. You can find more details about this in the Online Help of the Cockpit (F1 key).

As the assignment to a sheet layout is not necessary for the page proof (this is done in a later step), we are going to create a new page list:

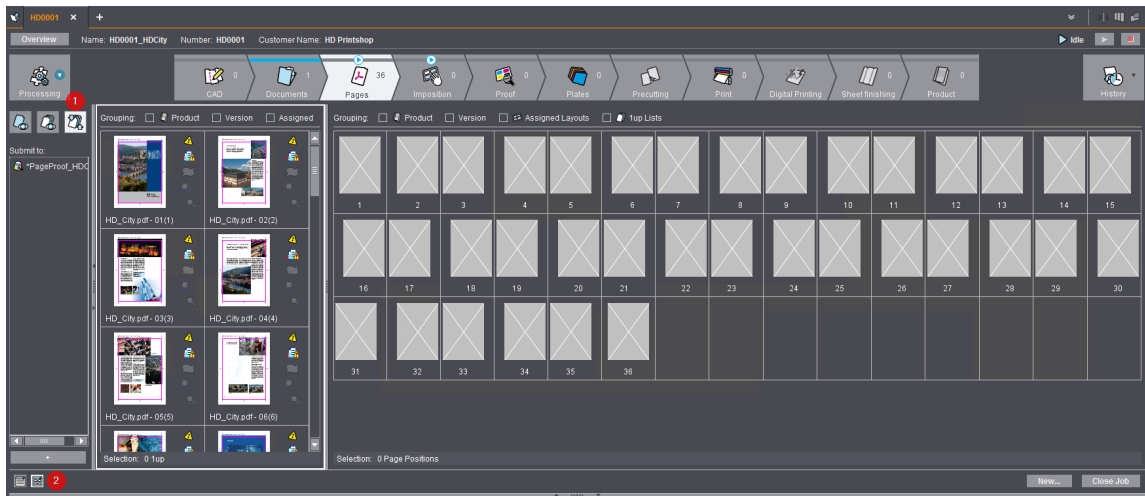


1. Click the "Page Lists" button (1) to go to the "Page Lists" view:
2. Click the "New" button. The "Create Page List" dialog appears:



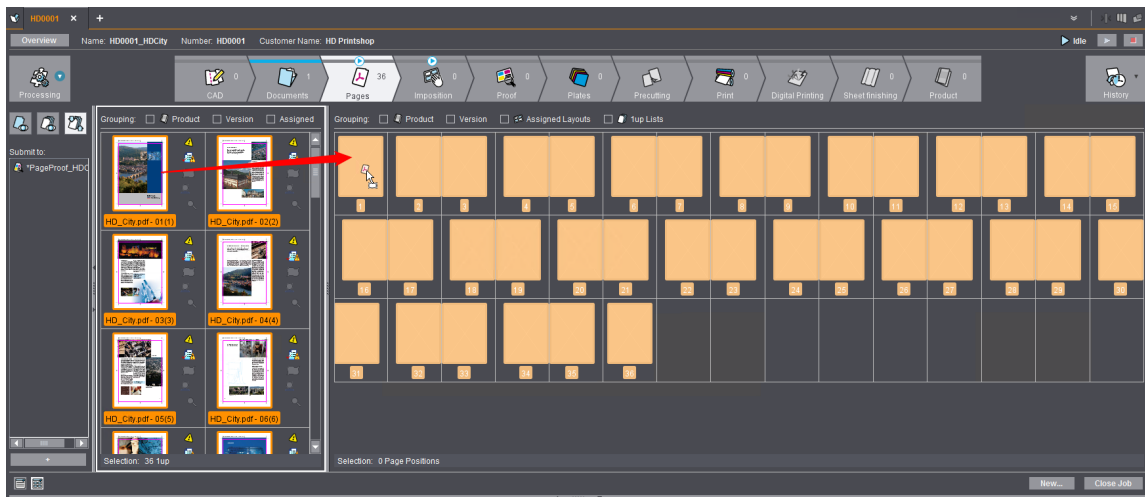
3. Fill out the dialog as shown (Name: PL_HDCity, Start = 1, Size = 36) and confirm with "OK". The new page list appears as a drop-down list.
4. Now go to the assignment view by clicking the "Show page list assignment" button (1) and the "Show Thumbnails" button (2):

Manual Creation of a Print Job

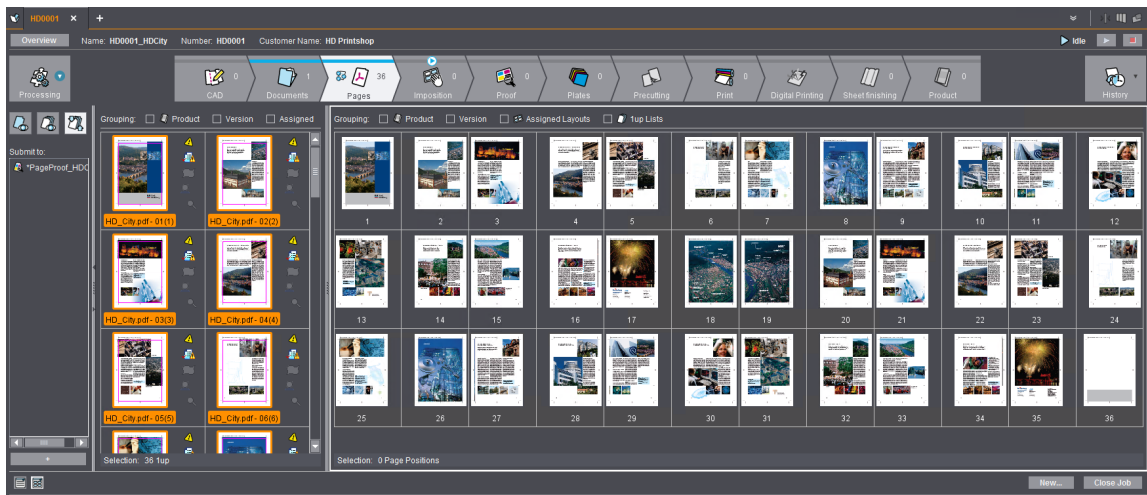


This view shows the document pages to the left, and the (initially empty) page placeholders of the page list to the right.

5. In principle, you could now assign each separate page to a page list placeholder with drag & drop. You can apply this method if you need a page sequence in the page list differing from the sequence in the original documents. In our example, we want to accept the original sequence for the page list. For this reason we will select all original pages by group selection (click any page and press Ctrl + a) and drag-and-drop the selection to the page list placeholders.



6. All pages are assigned in the original sequence of the page list now:



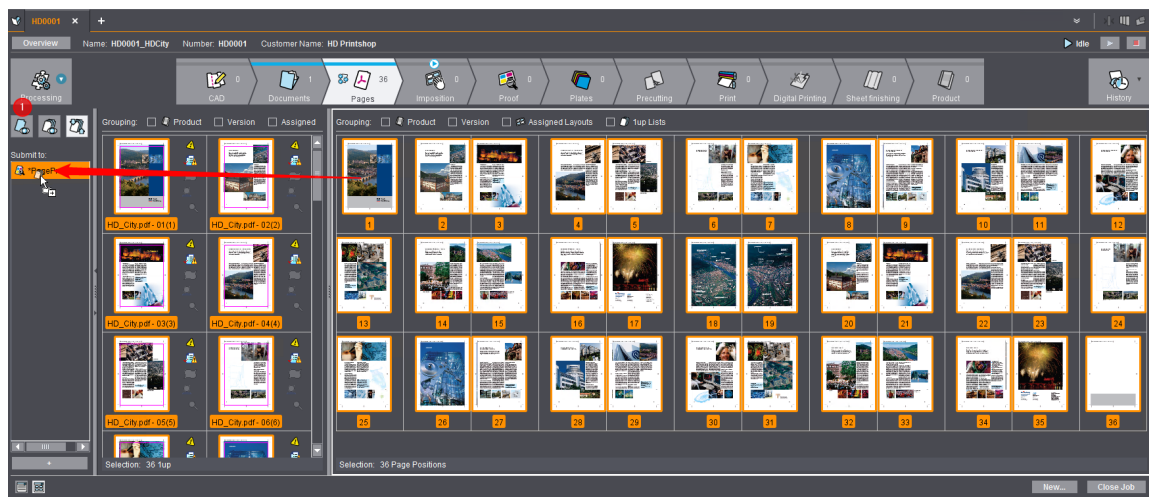
Page output

At this point, you can print the assigned pages to the connected page proofer to check the color settings.

1. In the page list (right pane), select the page(s) to be printed to the color proofer (multiple selection is possible).

The proof output (like any other output as well) is triggered in the Prinect workflow by appropriate elements (in this case the document pages) being submitted to an output sequence (in this case the "PageProof sequence").

2. Holding down the left mouse button, drag the marked pages to the "PageProof_HDCity" item in the "Submit to" group.



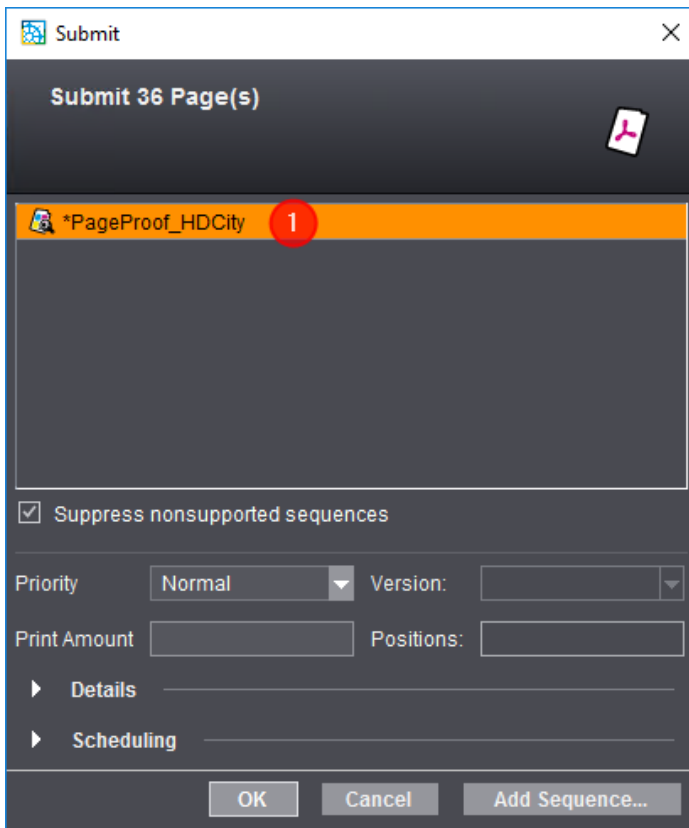
Alternatively, you can also click "Submit" (only available in the pages view (1)) or hit the F12 key on the keyboard.



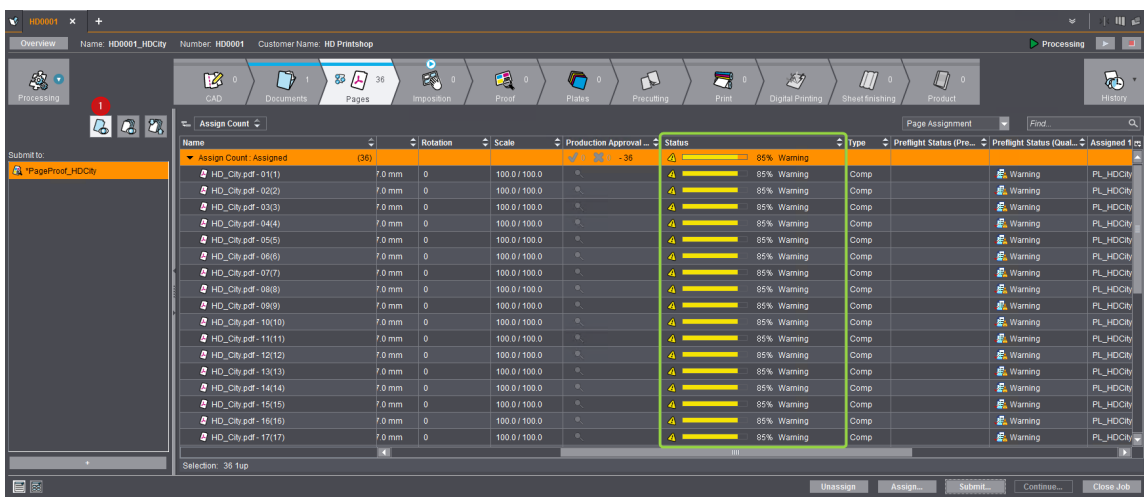
Note: You can toggle between the assignment view and the page list view with the F9 key.

Manual Creation of a Print Job

The "Submit Elements" dialog opens:



3. The sequences that are suited for the selected elements are offered in the upper section (provided the option "Suppress nonsupported sequences" is enabled). Highlight the "PageProof_HDCity" sequence (1) and click "OK".



4. To check the progress of the output, go back to the "Pages" (1) view, expand the page list and move the image section until the "Status" column can be seen.

"Imposition" Step

In our example, a layout was created with Prinect Imposition Editor (see [section "Creating a Layout", page 53](#)).

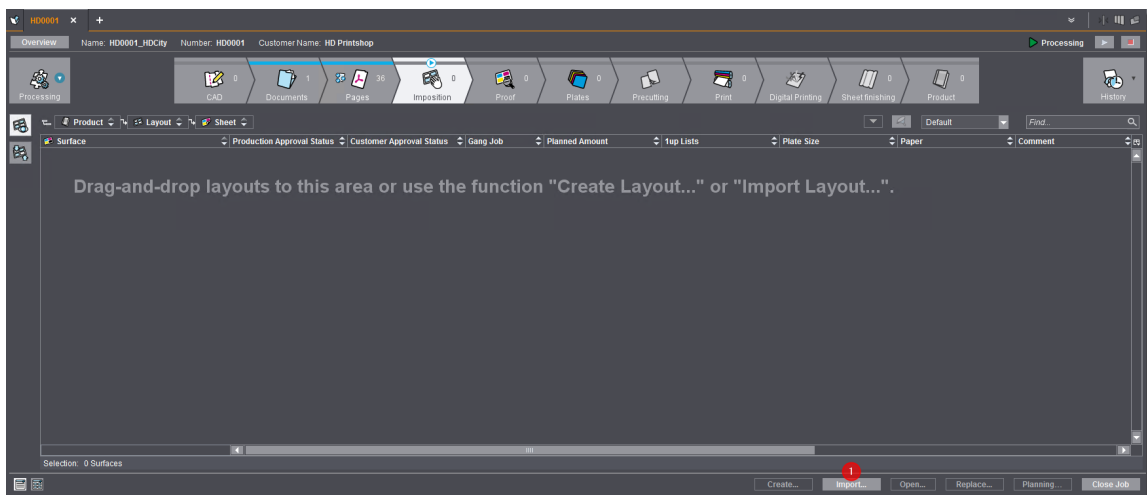
Add a Layout

To add this layout to the job, proceed as follows:

1. Go to the "Imposition" step and click "Import" (1).

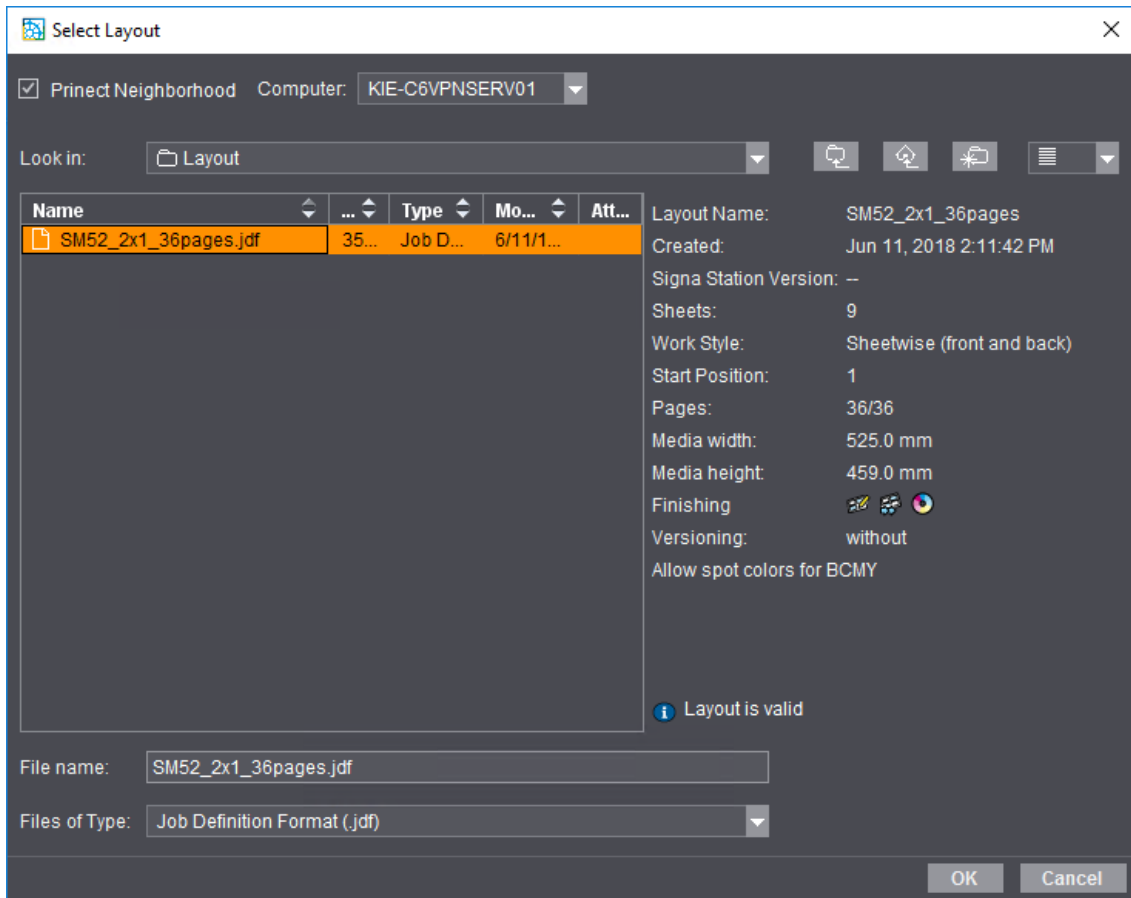


Note: You can drag-and-drop layout files from a Windows Explorer window (or Macintosh Finder window) to the "Imposition" step, either by dragging them to the layout window or to the "Imposition" icon (see also [section "Add documents using drag-and-drop", page 75](#)).



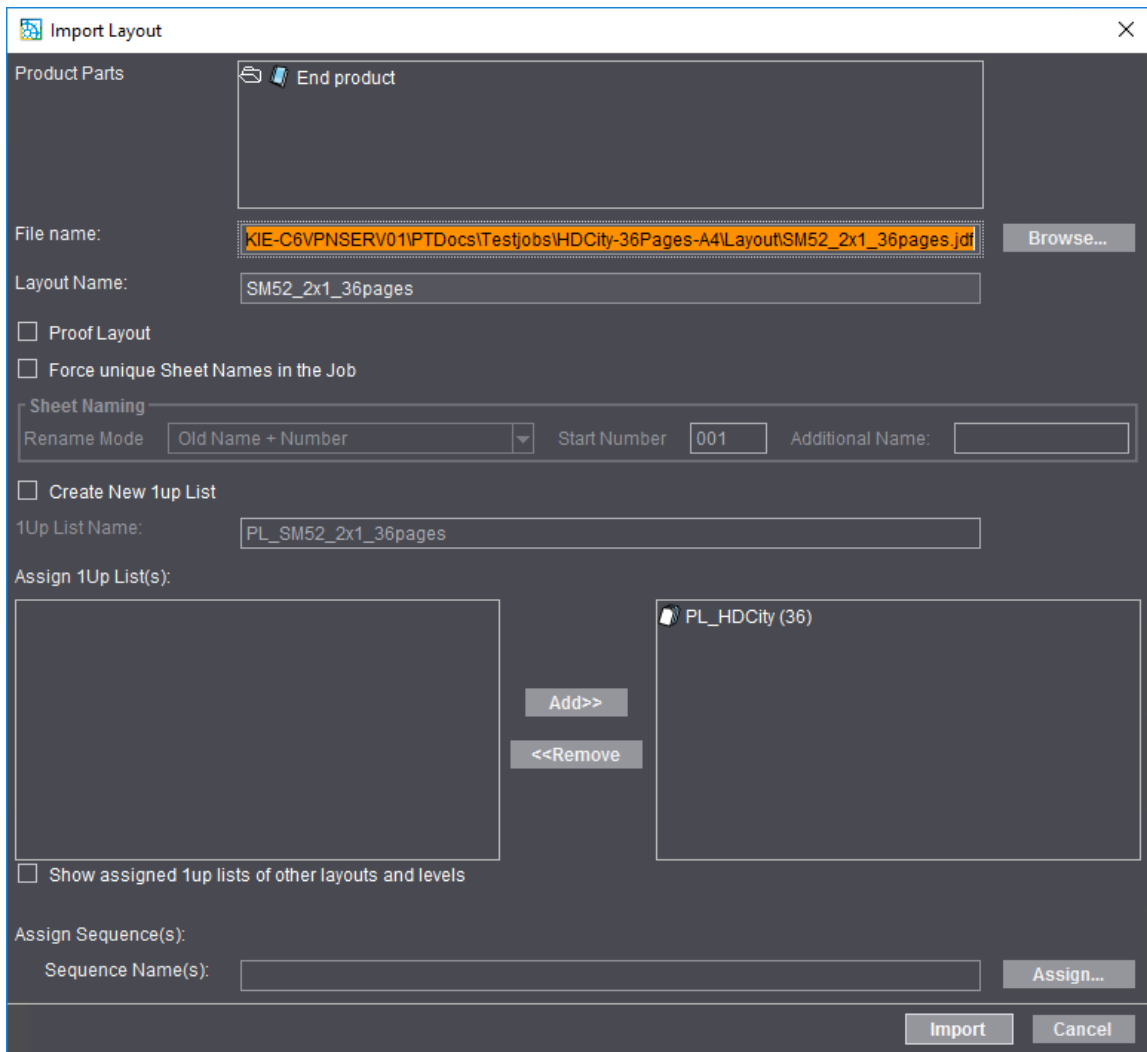
The "Select Layout" dialog opens:

Manual Creation of a Print Job



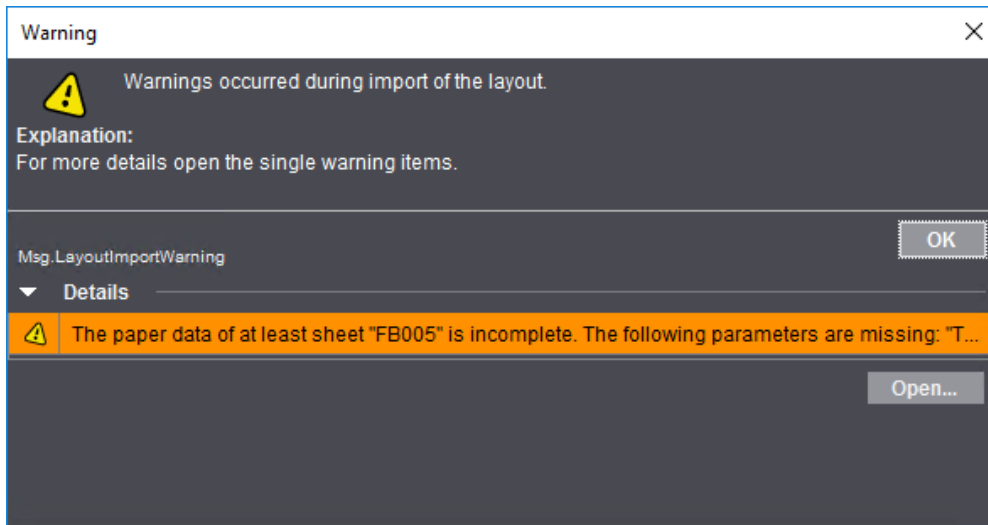
2. In the "Look in" list box, go to the "PTDocs" folder of the Prinect server. In this folder, go to the "Testjobs" folder, then to the "HDCity-36Pages-A4" subfolder and after that to the "Layout" subfolder. Select the "SM52_2x1_36pages.jdf" layout file in the file list. You can view details about the layout settings in the "Select Layout" dialog. It also indicates whether or not the layout is valid. This information is important because an invalid layout cannot be used in the Prinect Manager. Confirm the dialog with "OK".

The "Import Layout" dialog opens.

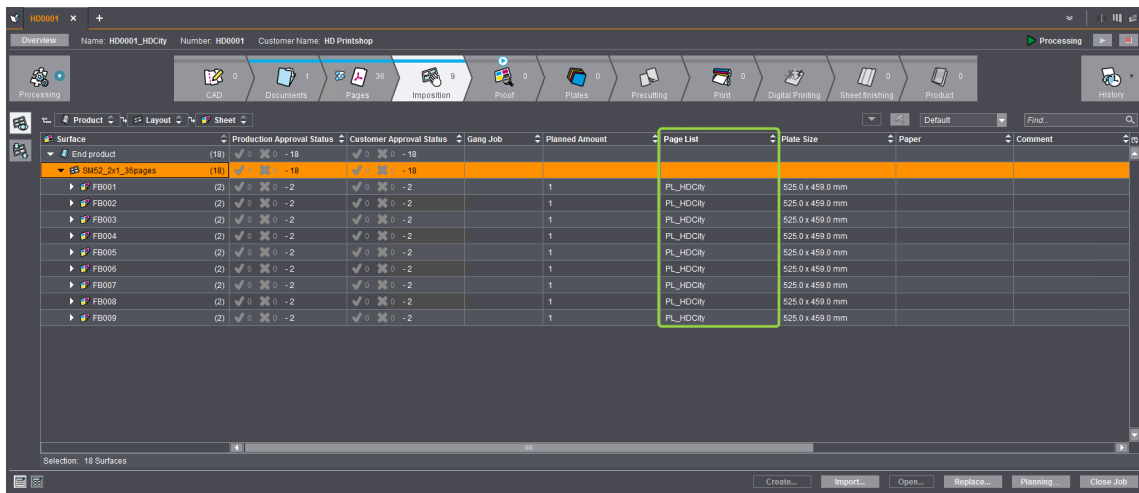


3. Because we had already created a "PL_HDCity" page list and this page list matches the layout, we can use this page list. For that reason, we will leave the "Create New Page List" option disabled. We recommend enabling this option if you do not have a page list so far. We will leave the other settings as they are and click "Import".
4. A warning could appear before the layout is imported:

Manual Creation of a Print Job



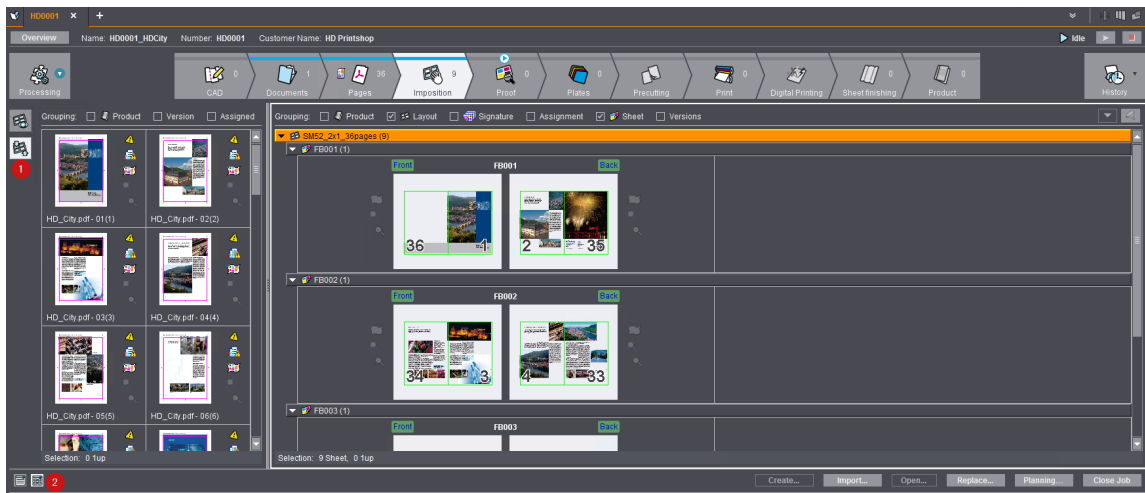
This warning informs you that the paper data of at least one sheet is incomplete. Click "OK" to import the layout in spite of the warning. Next, a note appears that recommends running the Planning Assistant. Wishing to work without the Planning Assistant in our example, we answer "No" in this dialog.



The layout is then shown in a list view. In the "Page List" column, you can see that the pages are already assigned to the "PL_HDCity" page list.

Assigning Pages to the Layout

1. Normally, the single pages must now be assigned to the page placeholders of the layout. You assign them as described in the section ["Assigning Pages to a Page List", page 78](#). But because the pages are already assigned to the "PL_HDCity" page list and because you want to keep the order and number of pages, you do not have to reassign the pages. To check your assigned data, click the "Layout Assignment View" button (1) to view the assigned data. Now expand each of the elements in the right window section and click the "Show Thumbnails" button (2) to view the page assignment.



- If necessary, you can also assign the pages separately to the various placeholders and, by doing so, define the page order in the layout as you wish.

You can then check the imposed sheets with an imposition proof.

Print Imposition Proof

Basically, you have the following options for starting output of an imposition proof:

- [In the "Imposition" step: Submit with drag-and-drop, page 87](#)
- [In the "Proof" step: Submit with "Submit" button, page 88](#)
- [In the "Proof" step: Submit with drag-and-drop, page 90](#)

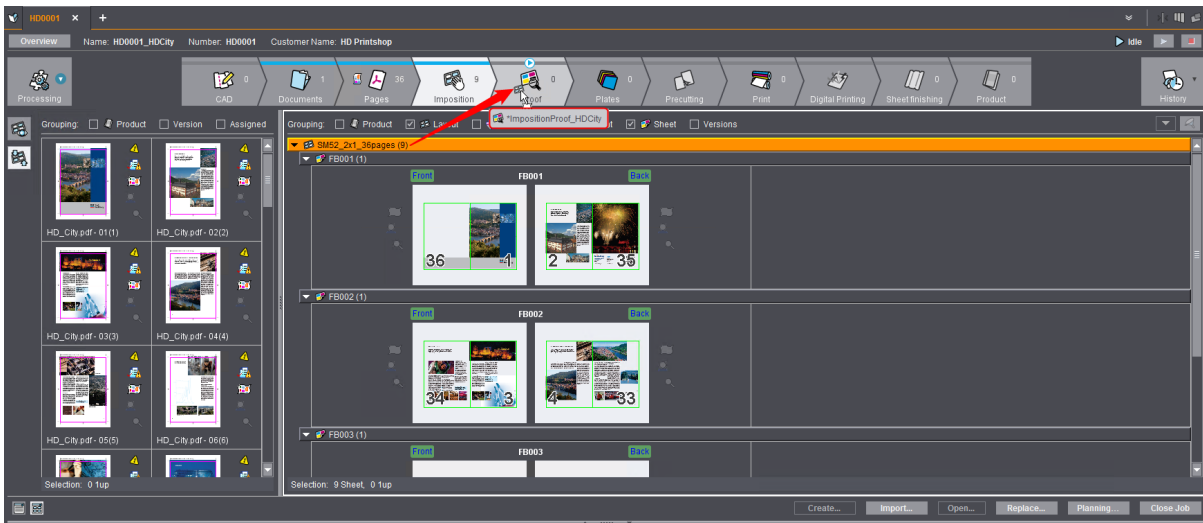
In the "Imposition" step: Submit with drag-and-drop

- Mark the relevant layouts and, with the left mouse button held down, drag the mouse cursor to the icon of the "Proof" step. A list of all sequences available in the "Proof" step displays below the icon, in our example, the "ImpositionProof_HDCity" sequence.
- When you position the mouse cursor on this item and let go of the mouse button, the selected layouts are submitted directly to this sequence.



Note: You can add a new sequence template to the "Proof" step if you keep the "Ctrl" key pressed down while you are dragging the documents. The selected layouts are processed automatically by the new sequence.

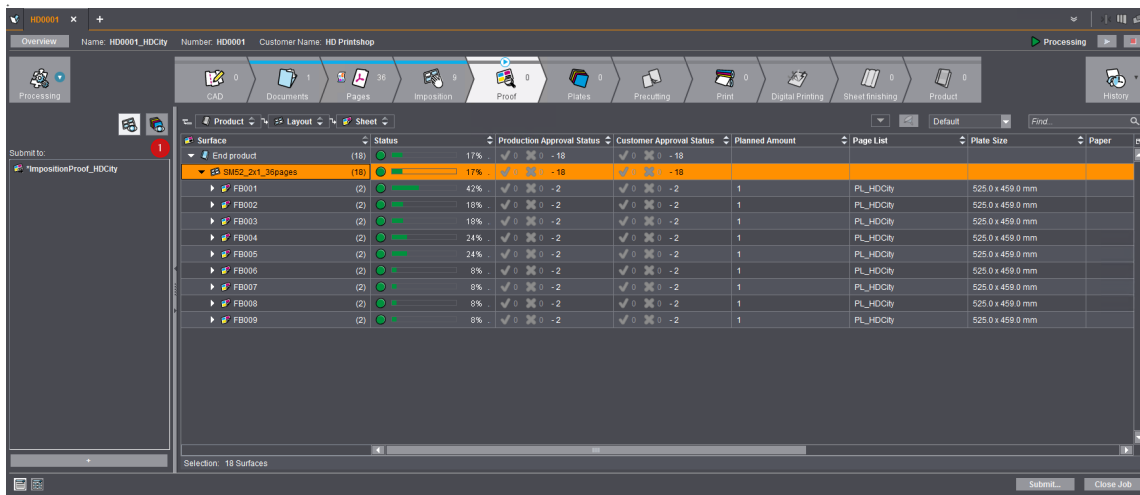
Manual Creation of a Print Job



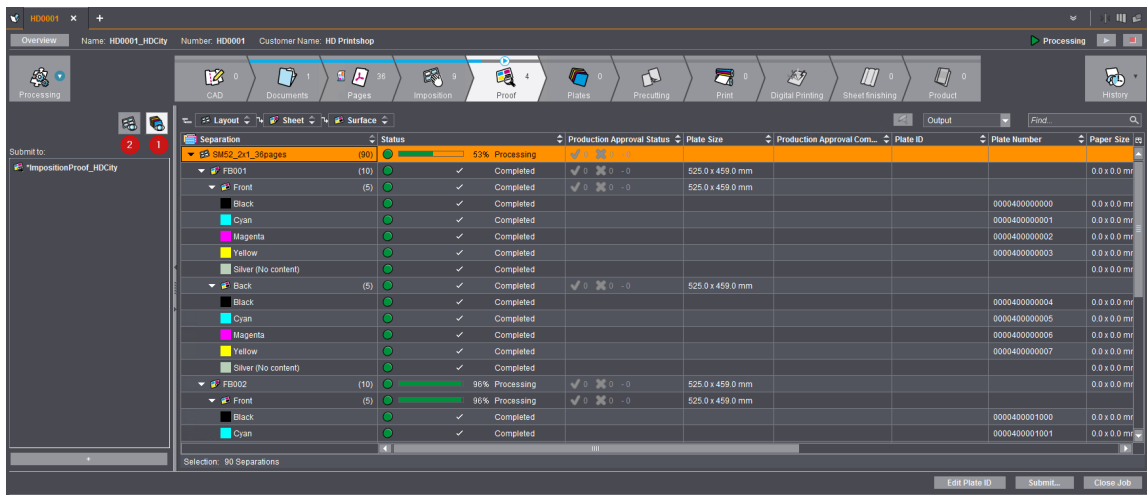
In the "Proof" step: Submit with "Submit" button

1. Go to the "Proof" step by clicking that icon. To check or to continue editing, you can use various views:

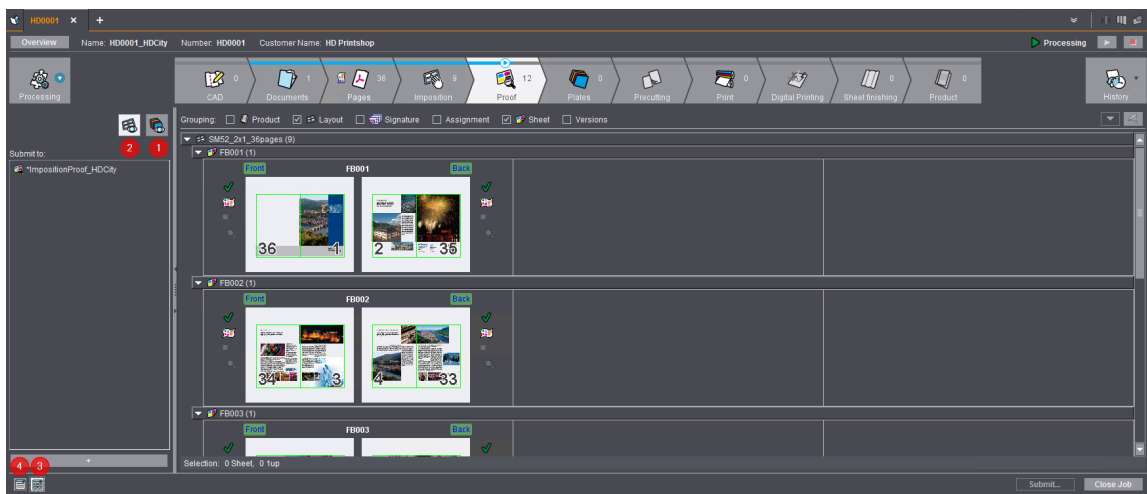
The sheets are shown in a list view first. You can inspect the layouts, the sheets, and the front and back by expanding each of the items in the list.



Click "Separations" (1) to go to the separations view.



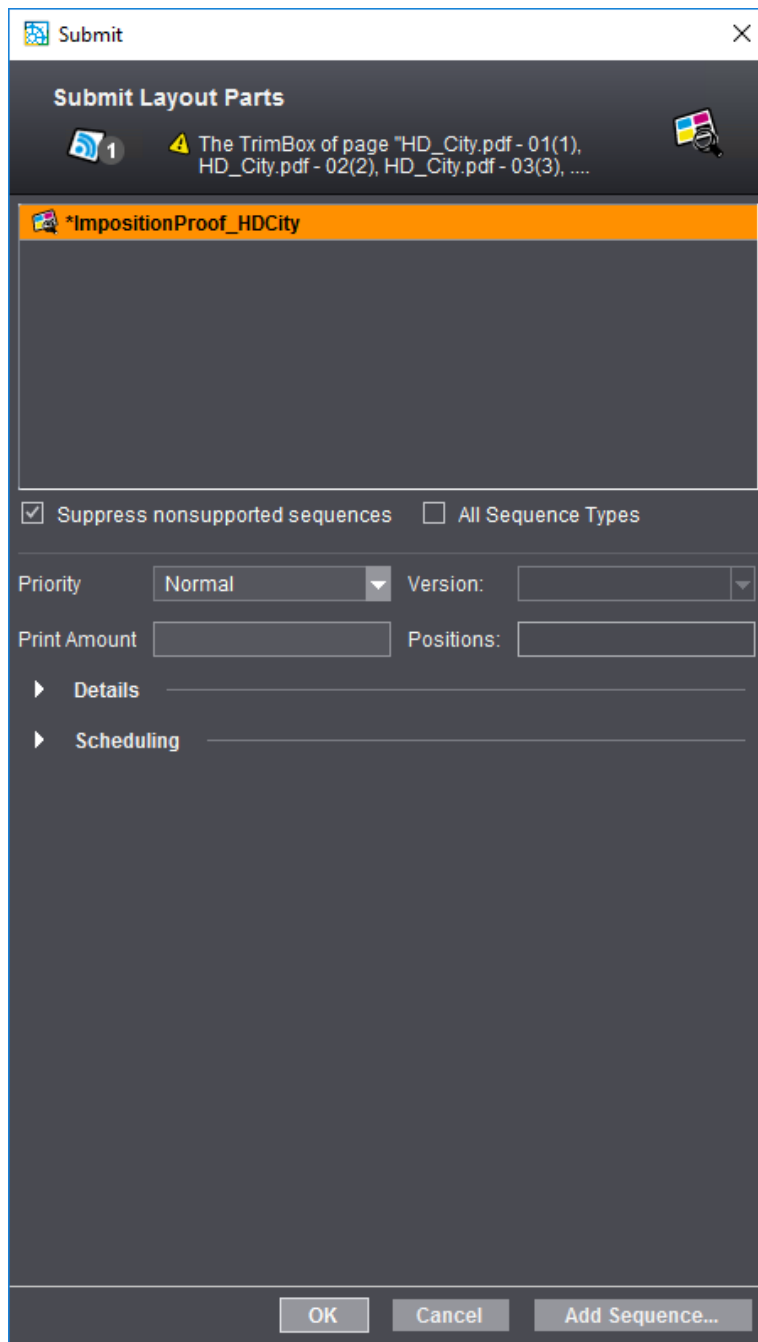
In this view, you can check the separations contained in the documents. Click the button "Layouts" (2) to go back to the layout view:



Click "Show Thumbnails" (3) to show the surfaces as thumbnails. Click "Show List" (4) to go back to the list view.

2. Mark the whole end product, a single layout or a sheet and click "Submit". The "Submit" dialog opens. The "ImpositionProof_HDCity" sequence is set by default.

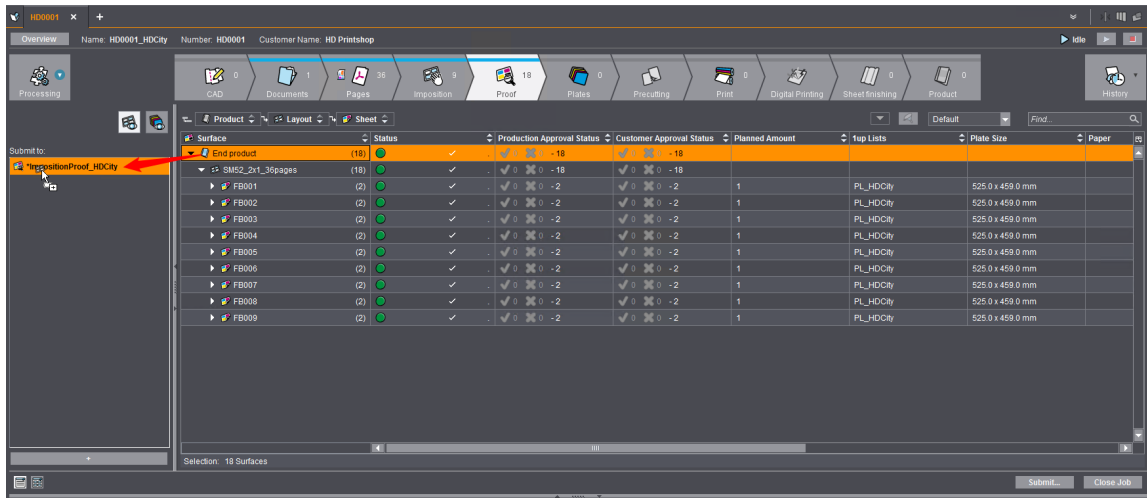
Manual Creation of a Print Job



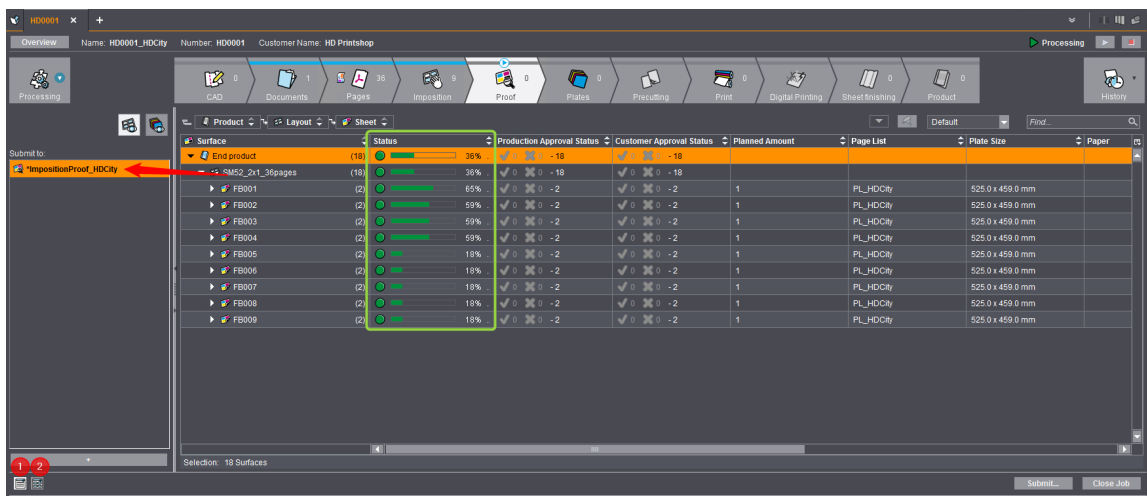
Confirm the dialog with "OK". Proofing starts.

In the "Proof" step: Submit with drag-and-drop

1. Switch to the list view, if necessary (1):



2. Mark the layout, a sheet or a surface (front or back). As we want to output the entire booklet to the form proofer, we will select the "SM52_2x1_36pages" layout and drag-and-drop it onto the "ImpositionProof_HDCity" sequence. In our example, a warning displays. In this case, we ignore the warning and confirm the dialog with "Continue" each time.



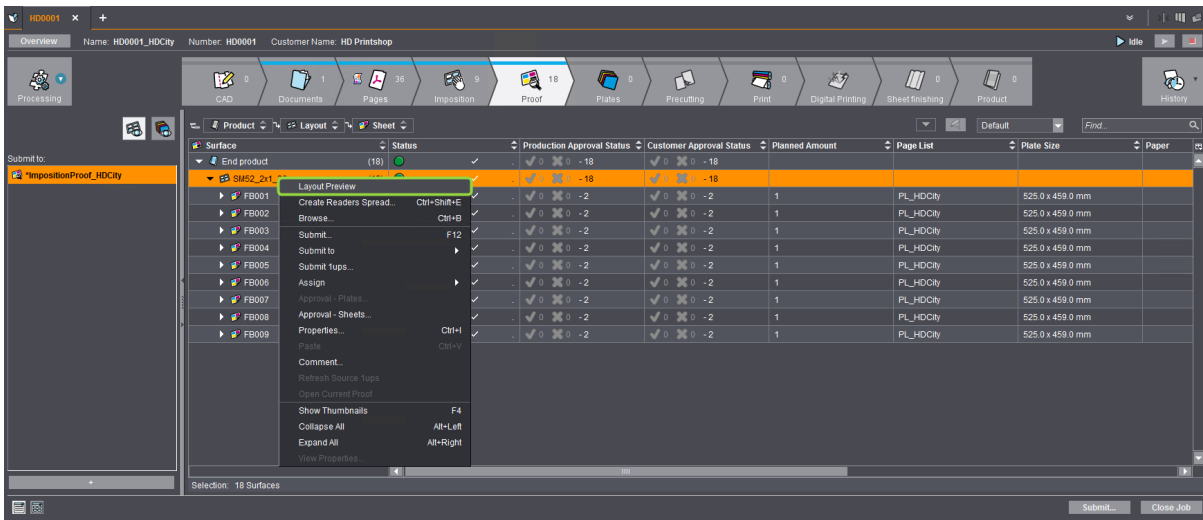
Output starts. A progress bar indicates the processing status.

When output is complete, you can check the result on the printed proofs.

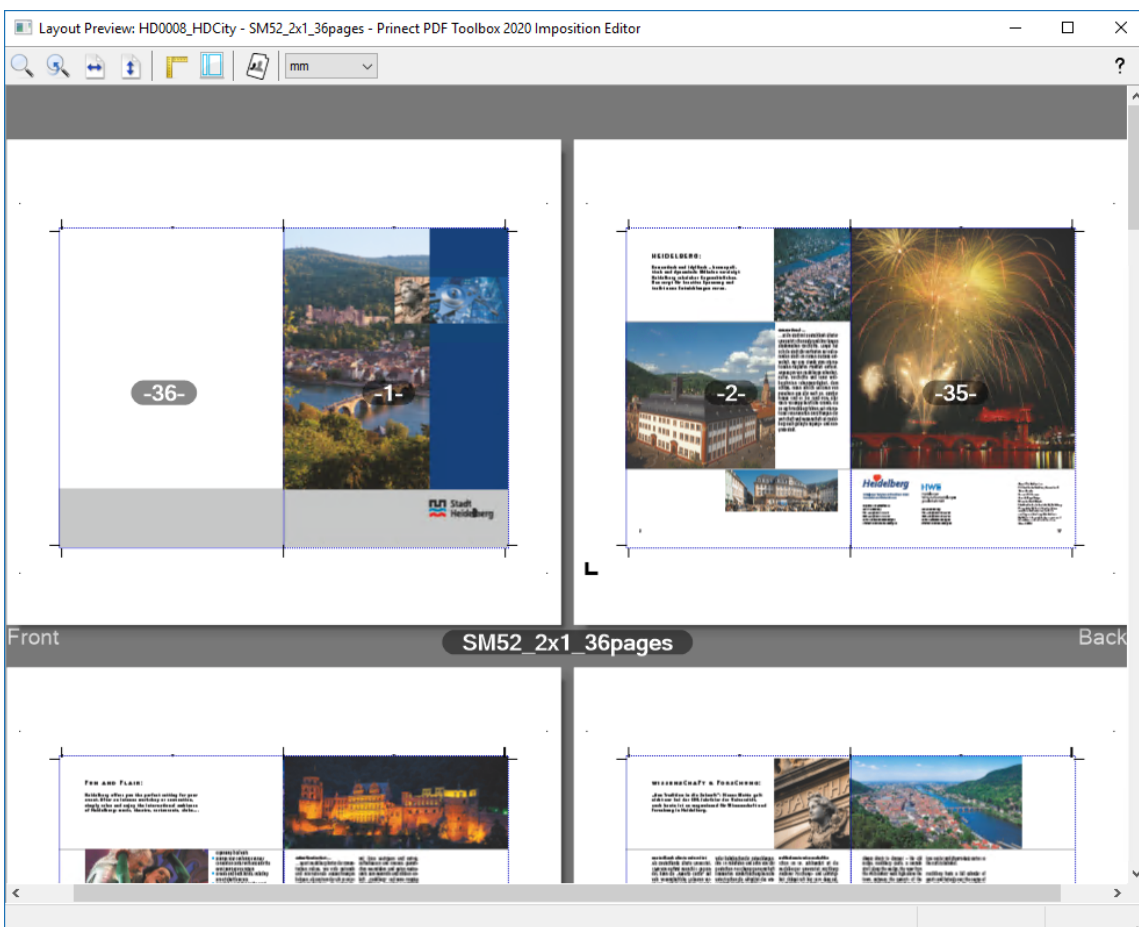
Sheet preview in Acrobat

You can also open the imposed sheet layouts as a preview in Acrobat. To do this, go to the Layouts view, mark a layout item in the list and select "Layout Preview" in the context-sensitive menu:

Manual Creation of a Print Job



The Prinect Imposition Editor opens as "Layout Preview" in a separate Acrobat window showing the sheet layout:

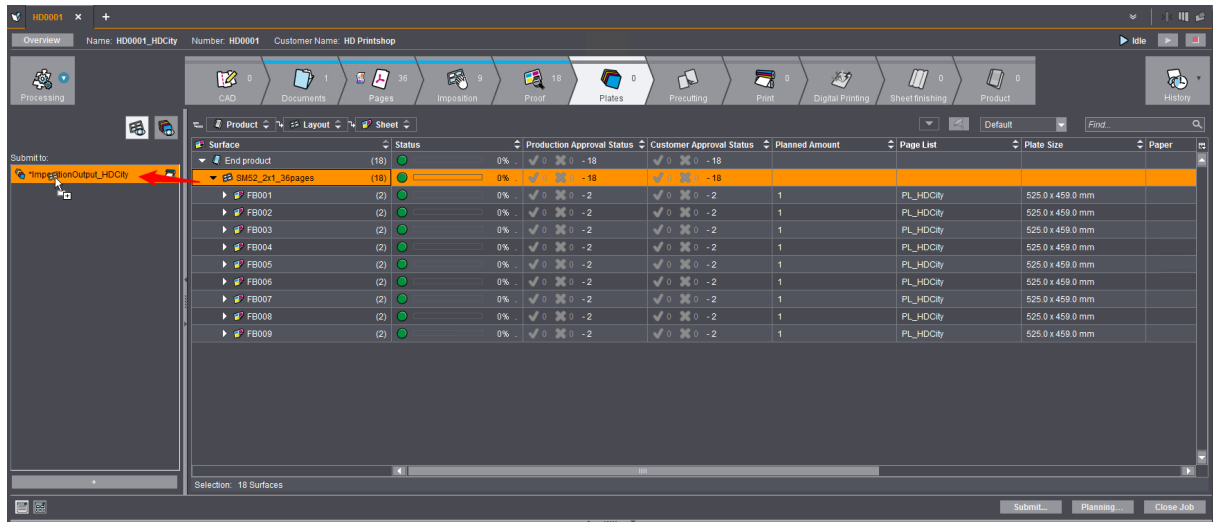


Go to the "Plates" step if the result of the imposition proof is OK.

Start Imaging of Plates

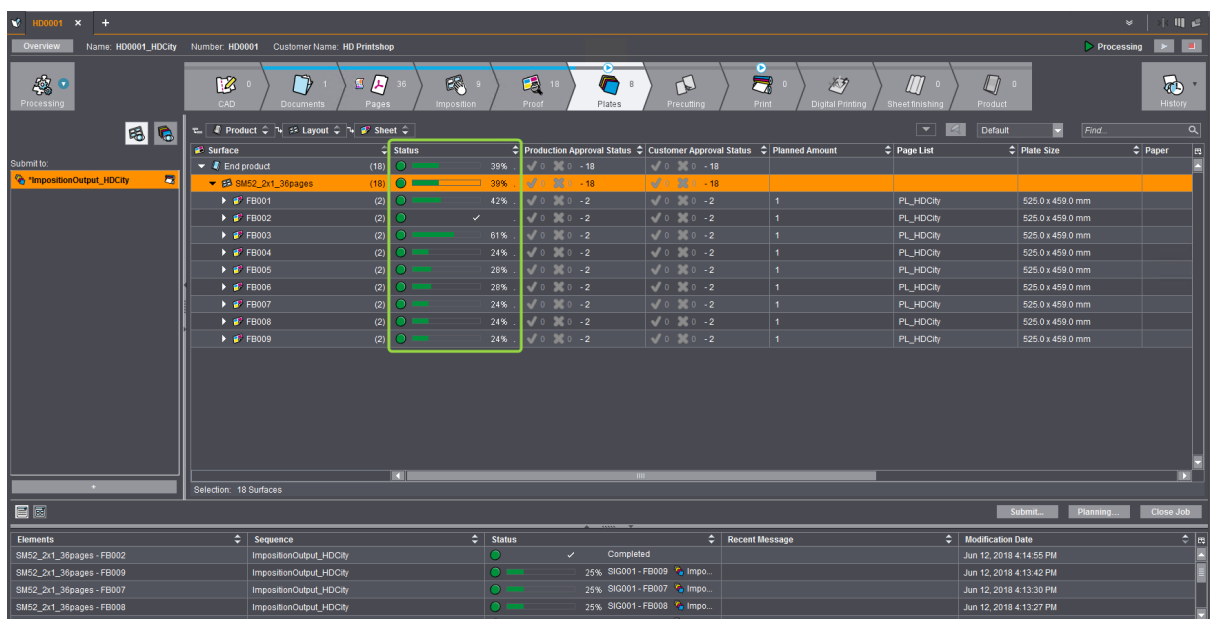
In this step, you can refer to the following views: "Layouts", "Separations", "Show Lists" and "Show Thumbnails" (also refer to the information regarding step).

You can also open the Layout Preview (also refer to the information regarding step).



To start CTP output, expand the "End product" item and drag-and-drop "SM52_2x1_36pages" (1) onto the "ImpositionOutput_HDCity" sequence. You can also click "Submit" and select the "ImpositionOutput_HDCity" sequence. CTP output starts.

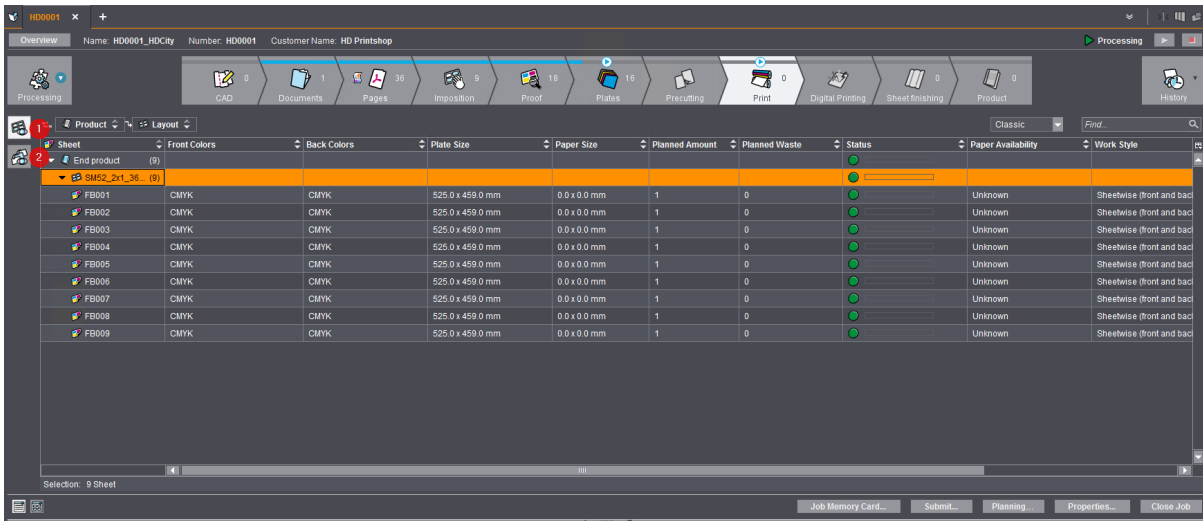
After successful imaging, all printing plate items are given the status "OK".



Manual Creation of a Print Job

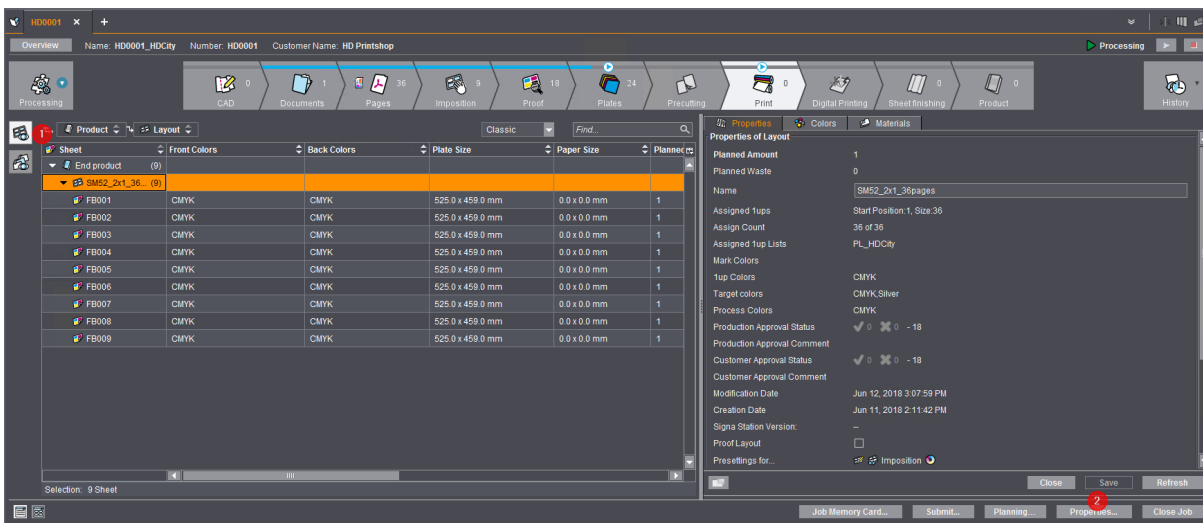
Start printing

When platemaking is finished, go to the "Print" step. The "SheetfedPrinting" sequence starts automatically because we linked the "ImpositionOutput" and "SheetfedPrinting" sequences beforehand in the group sequence template used. In the print shop, the imaged plates must be loaded to the press and printing started on the press.

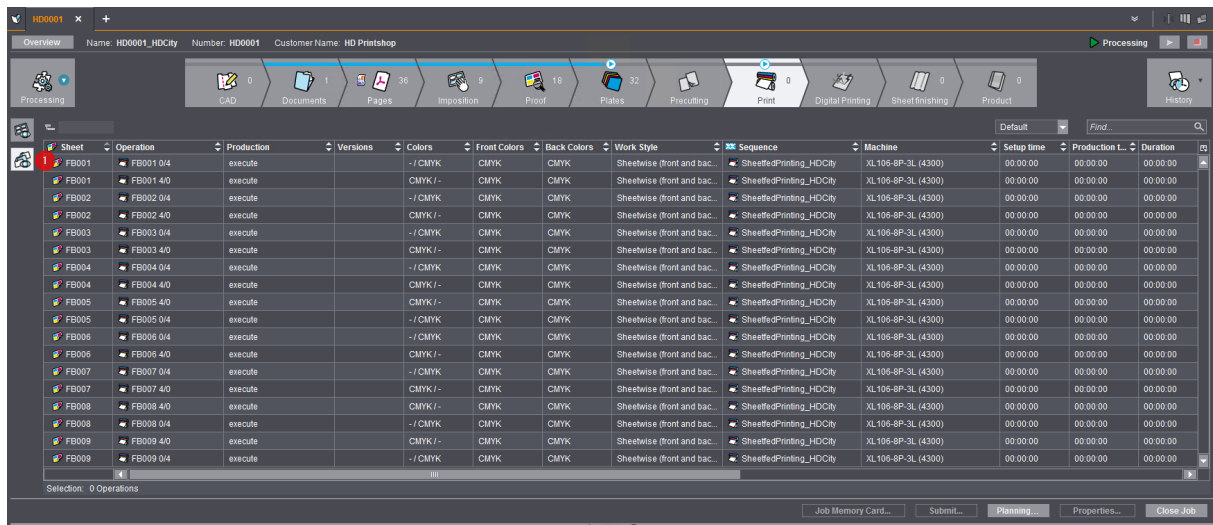


In the "Print" window, you can toggle between the "Print" (1) and "Operations" (2) views. This step is mainly used to check the press settings you can make in Prinect Cockpit.

In the "Press" view (1), you can click the "Properties" button (2) to view details about the press job properties:



In the left window section, you can select the entire layout or individual separations. Depending on your selection, the right window section shows information regarding the selected item. You can find details about these details in the Online Help of the Cockpit (F1 key). Click "Close" to close the Properties view again.



Click the "Operations" button (1) to go to the Operations view. Each of the press operations is shown here. A "real" feedback of the operations from the press is possible only if the press is connected to the Prinect Manager server, e.g. with a PressCenter Station.

"History", "Files" and "Change Order" sections

Printing on the press completes the processing of the job in Prinect Cockpit. In the top right corner of the Job window, there is an icon with a small arrow pointing downwards. You can switch between the "History", "Files" and "Change Order" sections with this icon.

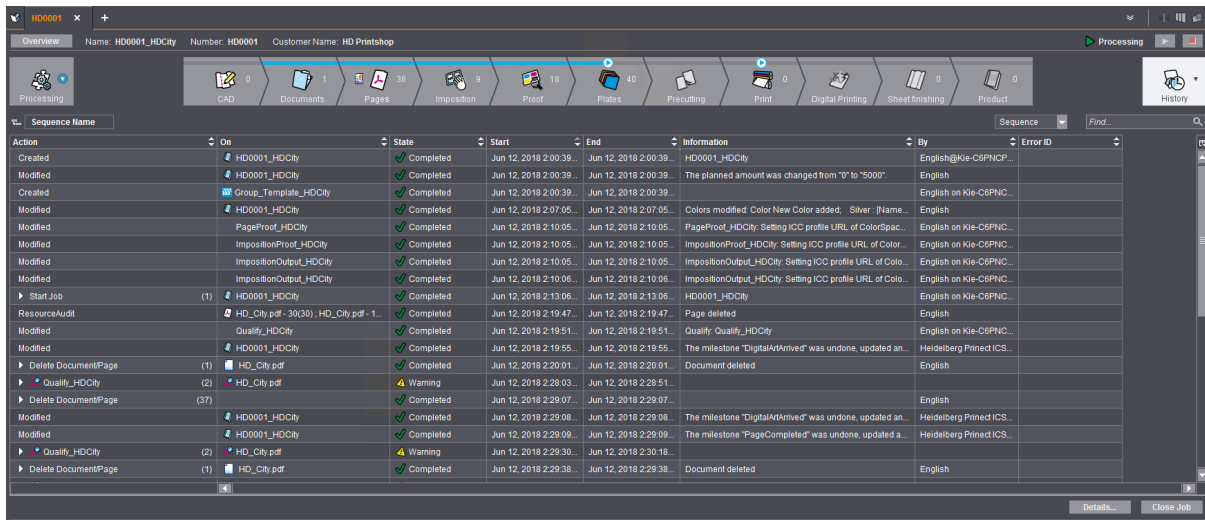
"History" section

The "History" view lists all internal processing steps performed on the open print job. Here you can review all job processing steps. The "Files" and "Change Order" icons also display when you click the small arrow in the "History" icon. Click the icon you want to go to that view.



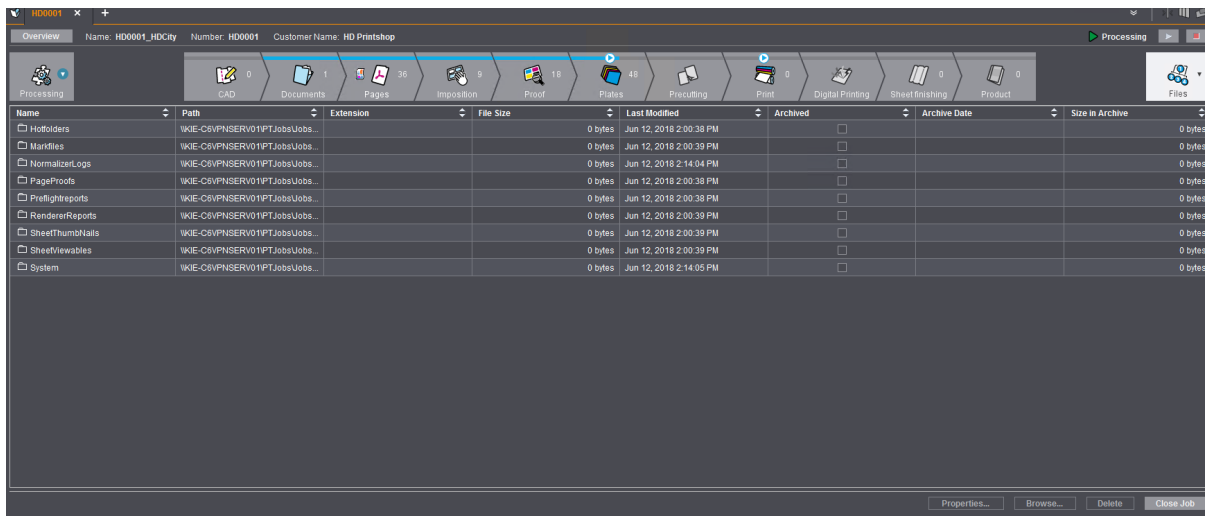
Note: If you click the star beside one of the icons, the icon also displays in the workflow bar to the right of the "History" icon. You remove the icon from the workflow bar by clicking the star in the list again.

Manual Creation of a Print Job



"Files" view

The "Files" view lists all files and folders relevant for the print job. You can easily see here where any of the files is stored in the file system.



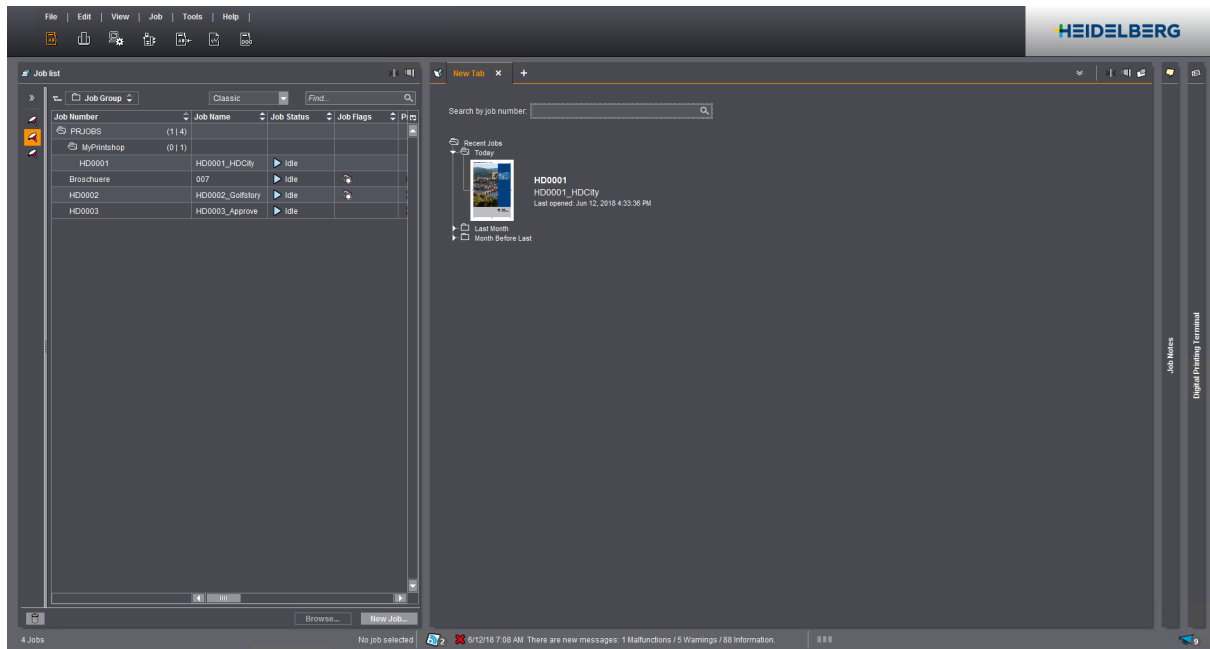
"Change Order" view

This view is designed for the case that a Management Information System (MIS), e.g. a Prinect Business Manager, is connected to the Prinect Manager. Order changes are usually done in the MIS. Details about such order changes display in this view.

Close Job

You can close the job (button "Close Job") when processing is finished. The finished job now displays in the job list., but is not selected The job opens automatically in the "Job" window when you click it in the job list.

The jobs last opened are displayed by icons in the "Job" view. You open a job by clicking the job icon concerned.

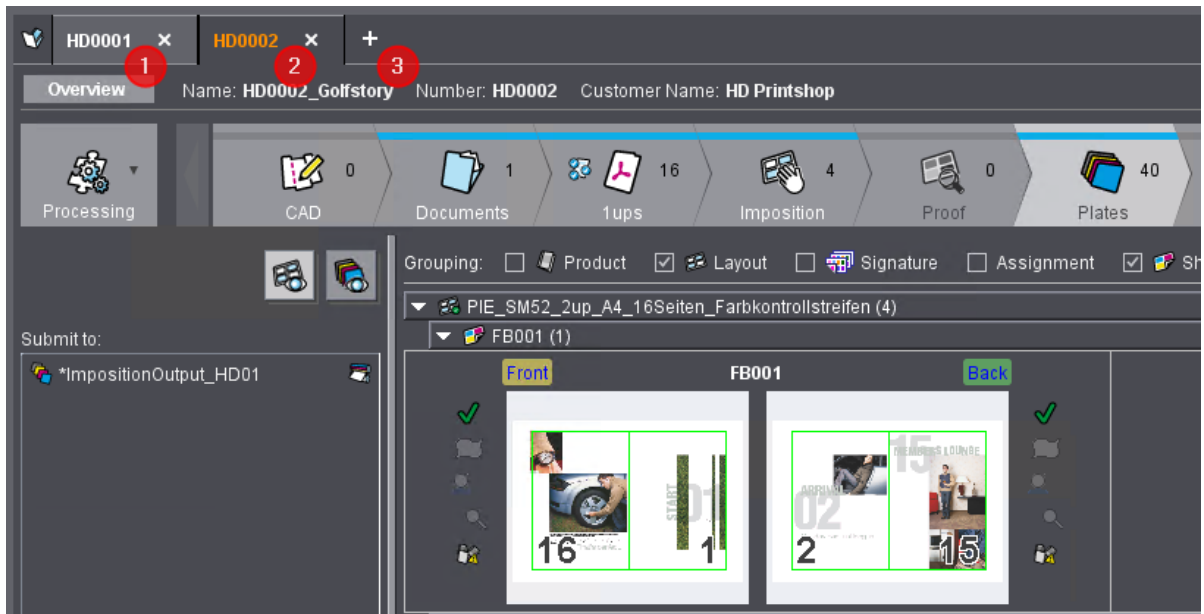


Show several open jobs in tabs

Open jobs display in tabs, with the job number as the tab label (1), (2). If a job is already open and you go to another job, e.g. by clicking a different job in the job list, the open job closes and the new job opens in the same tab. Click the plus sign to the right of the tabs (3) to open several jobs at the same time.

Each open jobs display in its own tab, with the job number as the tab label (1), (2). Click the plus sign to the right of the tabs (3) if you wish to open another job in a new tab without closing another job.

Manual Creation of a Print Job

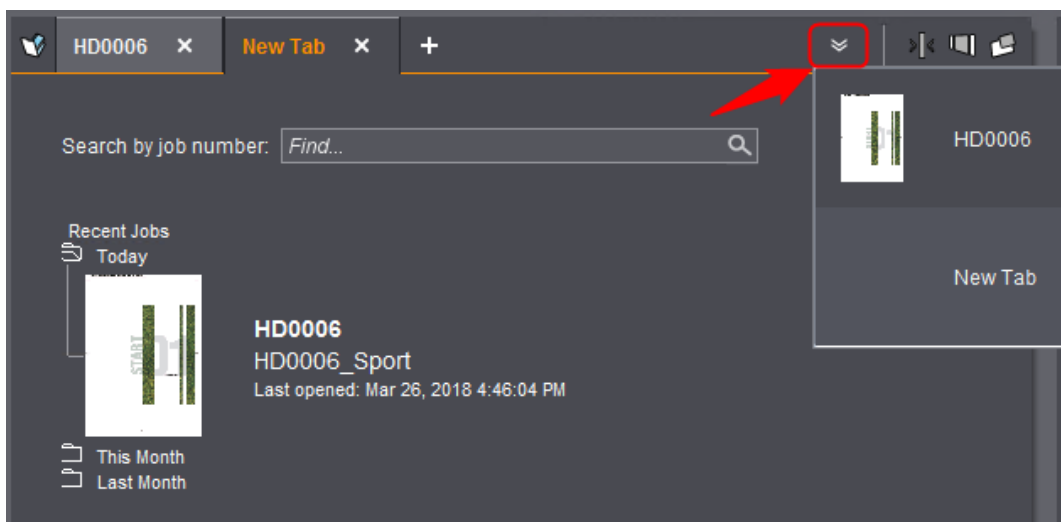


The recently open jobs first display as icons in the new, empty tab. Click a job icon or click an item in the job list (the empty tab must be marked) to open the related job in this tab.

Note: Short cut: The job opens in a new tab if you click a job in the job list while holding down the Alt key.

This lets you open several jobs at the same time. You can go to a tab you want fast by clicking the tab header.

A double arrow icon displays if too many tabs are open for all headers to display in the job window.



When you click this icon, a menu displays, showing all the open job tabs. This is where you can select the tab that will be shown.

The "Close Job" button and the "X" icon on the tab have the same function: the job and related tab close. Exception: When you close the last open job tab, a new tab with "Recent Jobs" and the Find Job function then display.



Note: When you close a job or a tab with an open job and open this job again at a later point in time, the job opens in the state it had when it was closed.

Create New Print Jobs by Copying PDF Files to a Hotfolder.	101
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Create New Print Jobs by Copying PDF Files to a Hotfolder.

With the Prinect Manager you can set up a print job in such a way that new print jobs are automatically created when documents are filed in a folder that is set up as a "hotfolder". In this chapter we will set up such a print job and describe how to create new jobs.

Prepare a Print Job



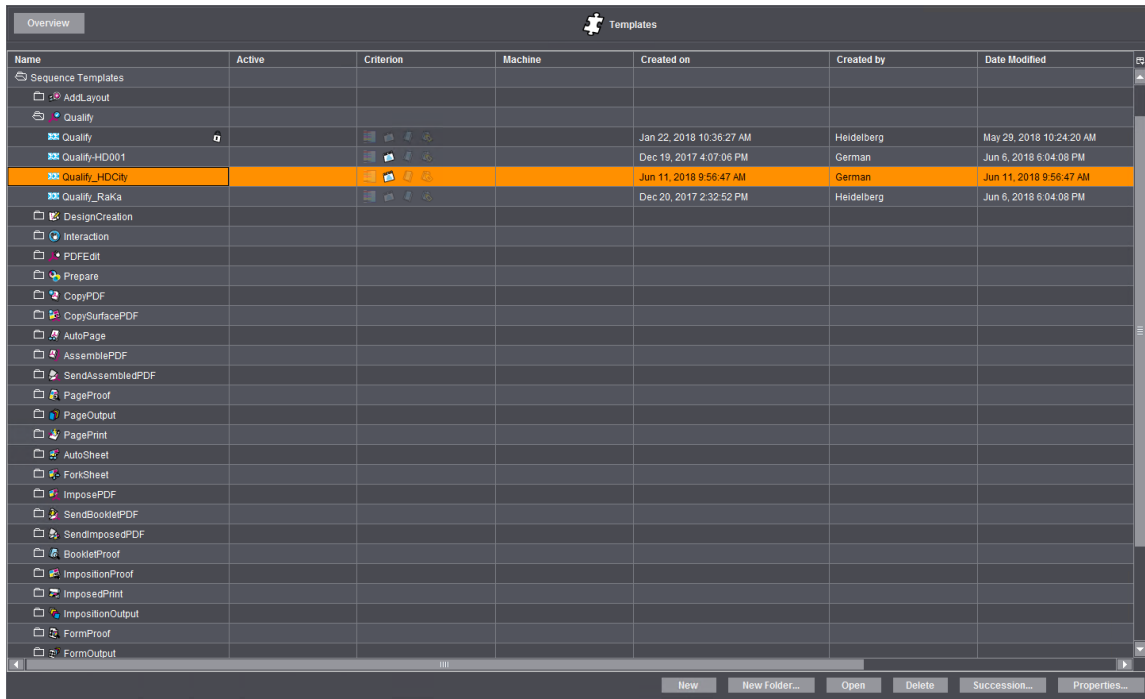
Prerequisite: The following requirements must be met for output with a reusable print job:

- A Qualify sequence with an enabled and setup hotfolder option must be available.
- A special hotfolder print job template must be set up in "Administration > Hotfolder".
- A sheet layout matching the planned output format must be available.
- The documents to be output must be able to be edited without an error and their page size must match the sheet layout. The number of pages does not have to match the page total defined originally in the sheet layout. It will be matched automatically during output.

We will use the "HDCity" booklet print job as our basis, like in the [chapter "Manual Creation of a Print Job"](#).

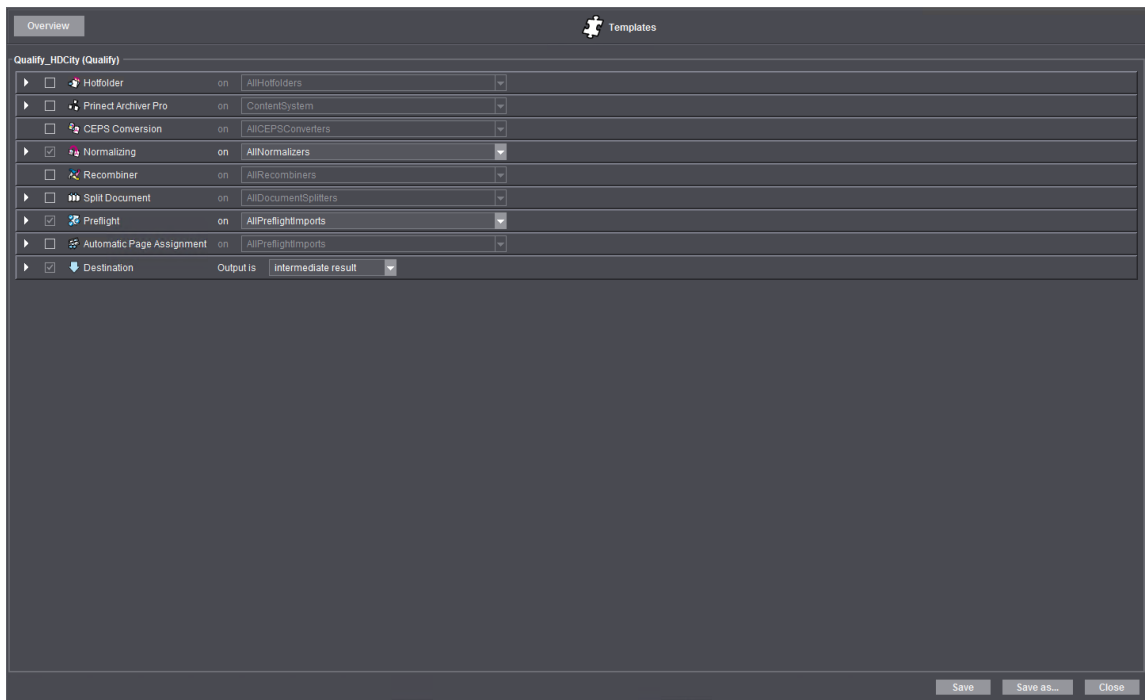
Automatic Creation and Output of Print Jobs in the Hotfolder Mode

Set up a Qualify sequence for the hotfolder mode



1. Open the "Qualify" sequence type, highlight "Qualify_HDCity" and click "Open". We will modify this configured Qualify sequence for automated job creation and save it as a new file.

The setup section for the "Qualify_HDCity" sequence opens:



Automatic Creation and Output of Print Jobs in the Hotfolder Mode

Set this sequence as follows:

2. Except for "Hotfolder" leave all other options as they are.
3. Enable "Hotfolder" and set the following parameters:

The screenshot shows the 'Hotfolder' configuration window. The 'Hotfolder' field (1) is set to '\$Template'. The 'in' radio button is selected for 'Job Location' (2). The 'Create new job and process document there' checkbox is checked (3). The 'Job group for new job' dropdown is set to 'Current job group' (8). The 'Automatic detection of job data from file name' section is expanded. In the 'The file name contains' section, 'at position 1' is set to 'the job number' (4), and 'from first character' is checked (5). In the 'File name in generated job' section, 'Remove job number from file name' is unchecked. Other callouts include 'Keep existing process network' (10), 'Create and use job with a new job number' (9), and 'up to delimiter' (7).

- a. In the "Hotfolder" box (1) leave the "\$Template" setting as it is. This setting makes sure that the file names of the job documents are used for the names of the new jobs.



Note: In the "Hotfolder" box, it is also possible for you to set an "External hotfolder location" instead of "\$Template". To be able to do this, a hotfolder location must have been set in the system settings (Administration > System). This folder must be shared. You will find more details about this in the Online Help of the Cockpit.

- b. Enable the "in...Job Location" option (2). Use this option to file the new jobs below the "PTJobs" folder (if "\$Template" is set) or in the set hotfolder location on the Prinect server.
- c. Enable "Create new job and process document there" (3). When this option is enabled, new jobs are created automatically when document files are filed in the hotfolder.

Using the settings below, you define how the file name of the PDF documents will be interpreted to create new print jobs automatically. To this end, you must change the PDF file names in such a way that various components in the file name are separated by delimiters and are used for job parameters. This is where you define the rules by which the file names will be interpreted. You can find more details about the detection rules in the Cockpit Online Help.

- d. Select "the job number" in the "in position 1" list box (4). This defines that the first component of the PDF document name will be interpreted as the job number.
- e. Enable "from first character" in the first row. As a result, all characters in the file name up to the first delimiter are interpreted as the job number.

Automatic Creation and Output of Print Jobs in the Hotfolder Mode

- f. Enter the character "#" into the "up to delimiter" box (5). As a result, the file name of the filed documents is interpreted in such a way that all characters before the "#" in the file name are interpreted as a job number and are used for the new jobs. The file names of the filed documents must have this delimiter and appropriate characters for the job number in order for new jobs to have a job number.
- g. Select "the job name" in the "in position 2" list box (6). This defines that the second component of the file name (after the first delimiter) will be interpreted as the job name.
- h. Leave "from first character" in this row disabled.
- i. Enter the character "&" into the "up to delimiter" box (7). This character acts as a rear limitation for the job name. All the characters between the two delimiters "#" and "&" in the file name of the filed documents are used as the job name.

Example: A document named "1234#Brochure_HD&.pdf" creates a job with the number "1234" and job name "Brochure_HD".

- j. In the "Job group for new job" list box (8) leave "Current job group" set. The new jobs generated are created in the same job group as the original job.

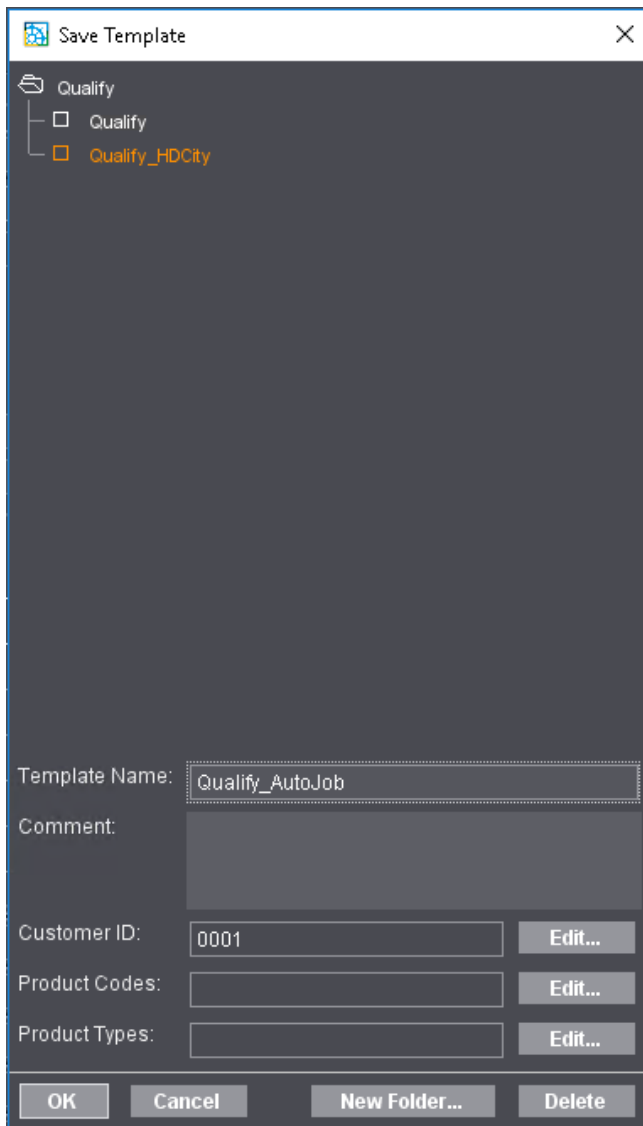


Caution: Make sure that job numbers in a Prinect Manager environment are always unique. A new job may overwrite an existing job if the new job is created in the hotfolder mode and its job number matches that of the existing job! Use the settings below to prevent existing jobs from being overwritten.

- k. Set "Create and use job with a new job number" in the "When job number already exists" list box (9). If the job number determined from the PDF file name already exists, a new job number is created by appending an index. The new job created is given this job number.
- l. In the "Keep existing process network" list box (10) or using "Generate a new process network via Smart Automation if a product code is detected", you can define whether a new process network will be created for each automatically generated job or whether the process network of the template job will be used for the new jobs. A process network is a combination of print jobs, sheets or sheet layouts and sheet-processing sequences. In our example, we will use the process network of the template job and, for that reason, select "Keep existing process network".

- 4. Leave the other steps as they are and click "Save as".

Automatic Creation and Output of Print Jobs in the Hotfolder Mode



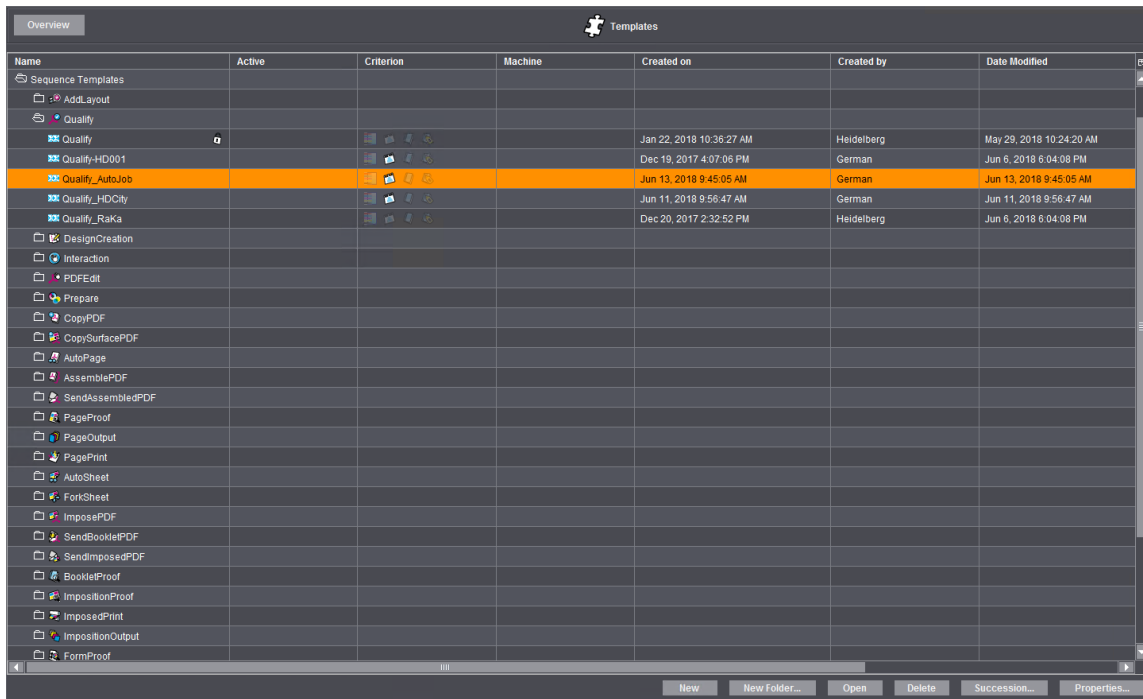
5. Assign "Qualify_AutoJob" as the name and, if not already set, select "HD Printshop" as the customer using "Select Customer". Confirm the "Save Template" dialog with "OK".



Note: The "Product Codes" and "Product Types" parameters are designed for an automated workflow ("Smart Automation") with a connected Web shop and/or an MIS. Based on these parameters, sequences matching certain products will be used for production in an automated workflow. No data was entered in these boxes in our example.

6. Click "Close". The sequence overview displays:

Automatic Creation and Output of Print Jobs in the Hotfolder Mode



Name	Active	Criterion	Machine	Created on	Created by	Date Modified
Sequence Templates						
Addt.Layout						
Quality						
Qualify	☑			Jan 22, 2018 10:36:27 AM	Heidelberg	May 29, 2018 10:24:20 AM
Qualify-HD001				Dec 19, 2017 4:07:06 PM	German	Jun 6, 2018 6:04:08 PM
Qualify_AutoJob				Jun 13, 2018 9:45:05 AM	German	Jun 13, 2018 9:45:05 AM
Qualify_HDCity				Jun 11, 2018 9:56:47 AM	German	Jun 11, 2018 9:56:47 AM
Qualify_RaKa				Dec 20, 2017 2:32:52 PM	Heidelberg	Jun 6, 2018 6:04:08 PM
DesignCreation						
Interaction						
PDFEdit						
Prepare						
CopyPDF						
CopySurfacePDF						
AutoPage						
AssemblePDF						
SendAssembledPDF						
PageProof						
PageOutput						
PagePrint						
AutoSheet						
ForkSheet						
ImposePDF						
SendBookletPDF						
SendImposePDF						
BookletProof						
ImpositionProof						
ImposedPrint						
ImpositionOutput						
FormProof						



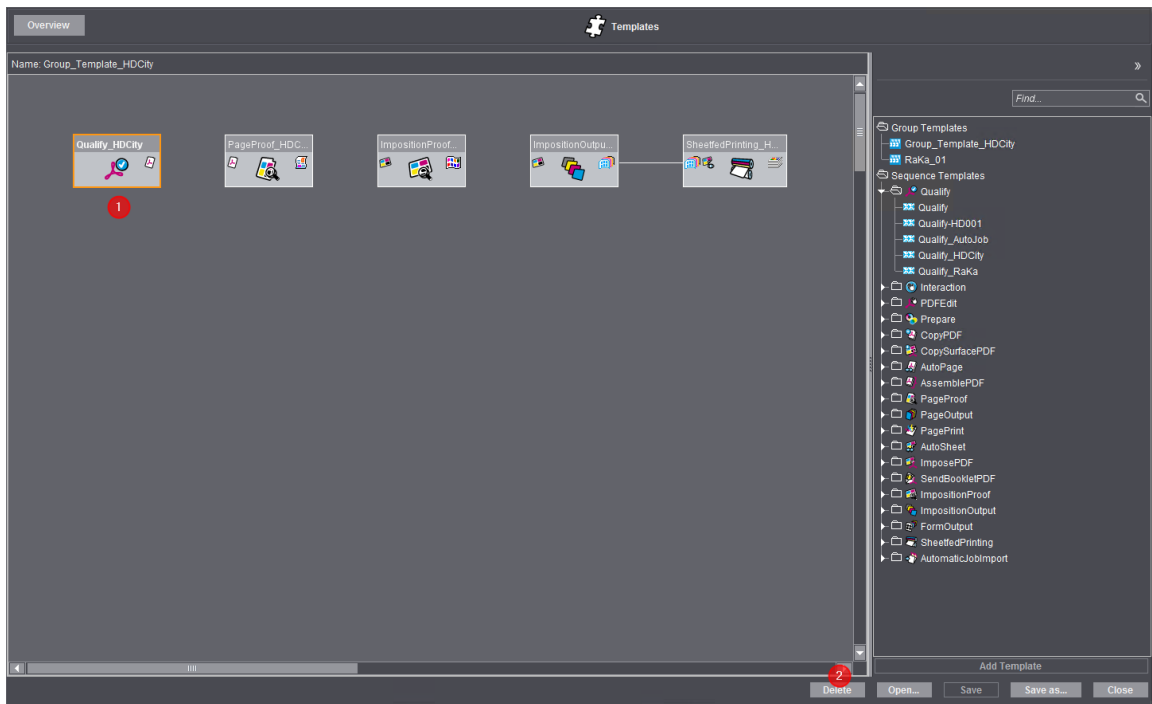
Note: If required, you can set up a "Prepare" sequence template and use it in the workflow. This may be necessary, for example, if you wish to use the detailed settings of Heidelberg Color Management or if you have to reduce transparency elements in the job documents. You can find details about the various parameters of the sequences in the Online Help of the Cockpit (F1 key).

Edit a group template for automatic job creation

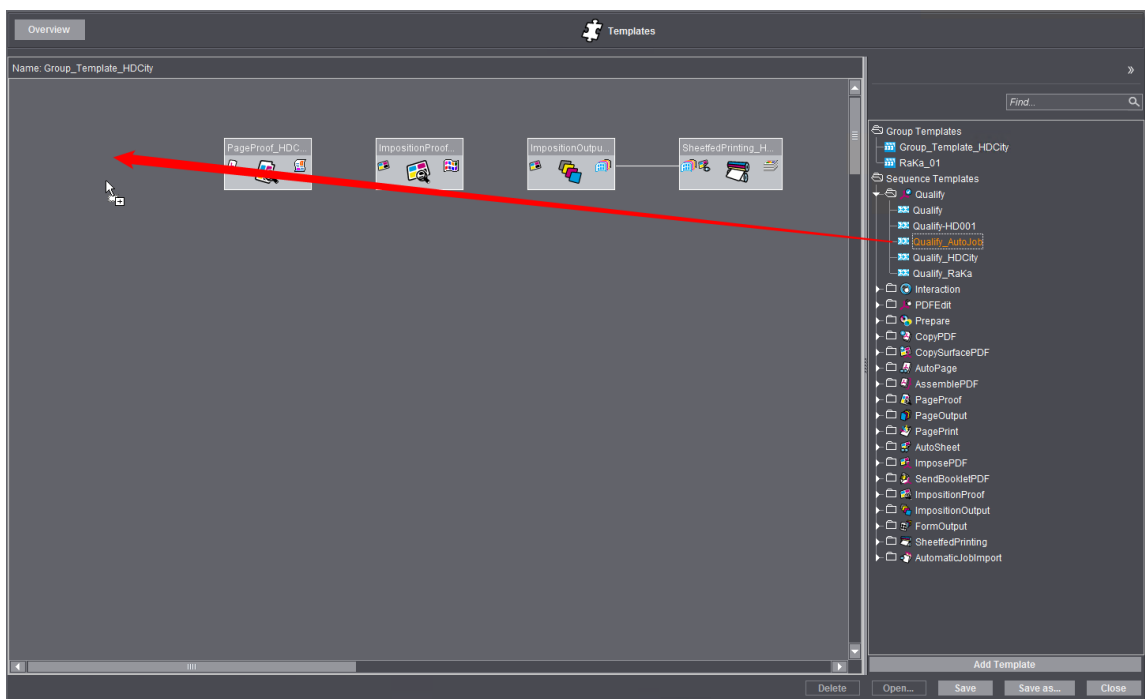
A group template containing the "Qualify_AutoJob" Qualify sequence is to be used for the new print jobs created. To this end, we will use the "Group_Template_HDCity" group template set up beforehand (see ["Create a Group Template", page 47](#)) and swap the Qualify sequence.

1. Go to "Administration > Templates" and open the "Group_Template_HDCity" group template.

Automatic Creation and Output of Print Jobs in the Hotfolder Mode



2. Highlight the "Quality_HDCity" sequence (1) and click "Delete" (2).



3. Add the "Quality_AutoJob" Quality sequence.
4. Leave the other sequences as they are and save the group template as "Group_Template_AutoJob" and close it.

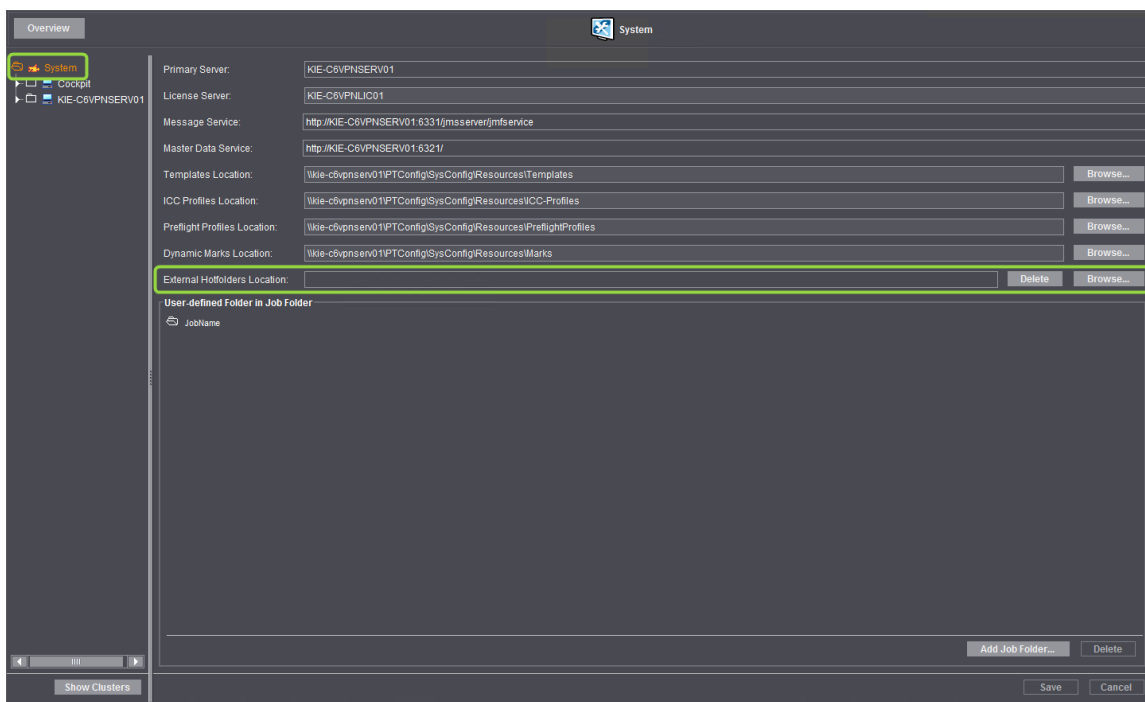
Automatic creation of print jobs

After the Qualify sequence is set up, a hotfolder job template is now created. An "external hotfolder location" must be defined for this. A Qualify sequence with an enabled hotfolder option is also required.

Define an external hotfolder location

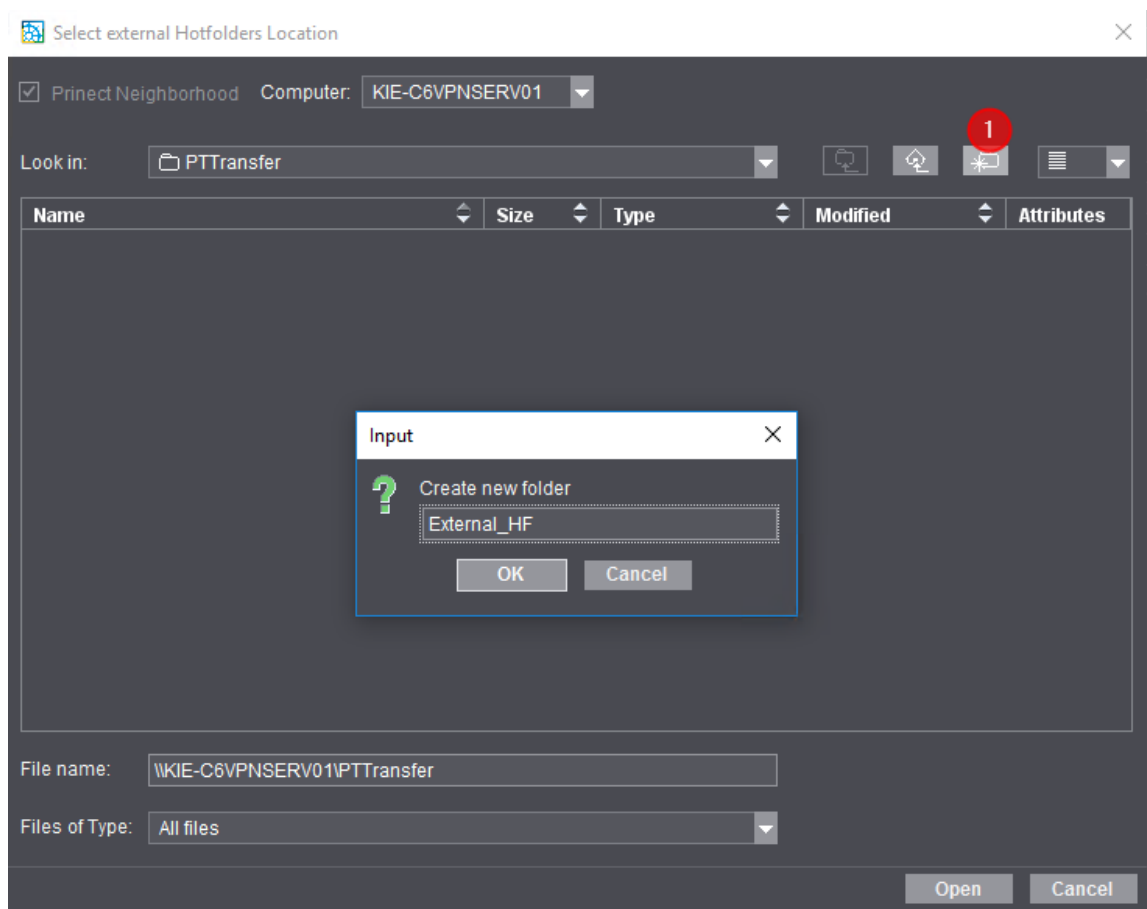
To create hotfolder job templates, it is imperative that an "external hotfolder location" is defined. Proceed as follows to create an external hotfolder location:

1. Go to "Administration > System" and mark "System".



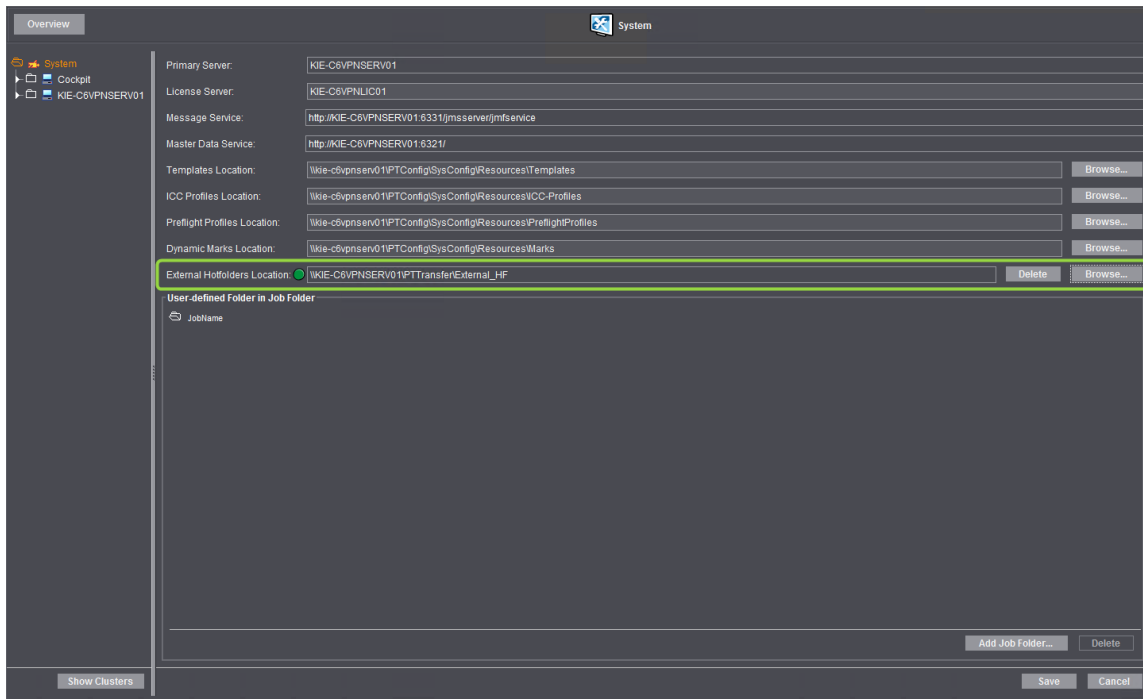
2. Click "Browse" in the "External Hotfolders Location" section.
3. Go to the "PTTransfer" folder and click "Create new folder" (1).

Automatic Creation and Output of Print Jobs in the Hotfolder Mode



4. Name the folder "External_HF".
5. Confirm with "OK" and click "Open".

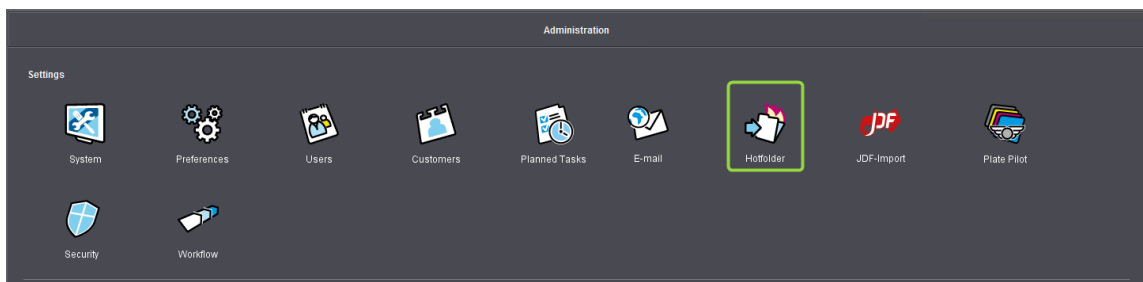
Automatic Creation and Output of Print Jobs in the Hotfolder Mode



6. The external hotfolder location is defined. The green dot indicates that this folder is available as an external hotfolder location. Confirm the change with "Save" and click "Overview".

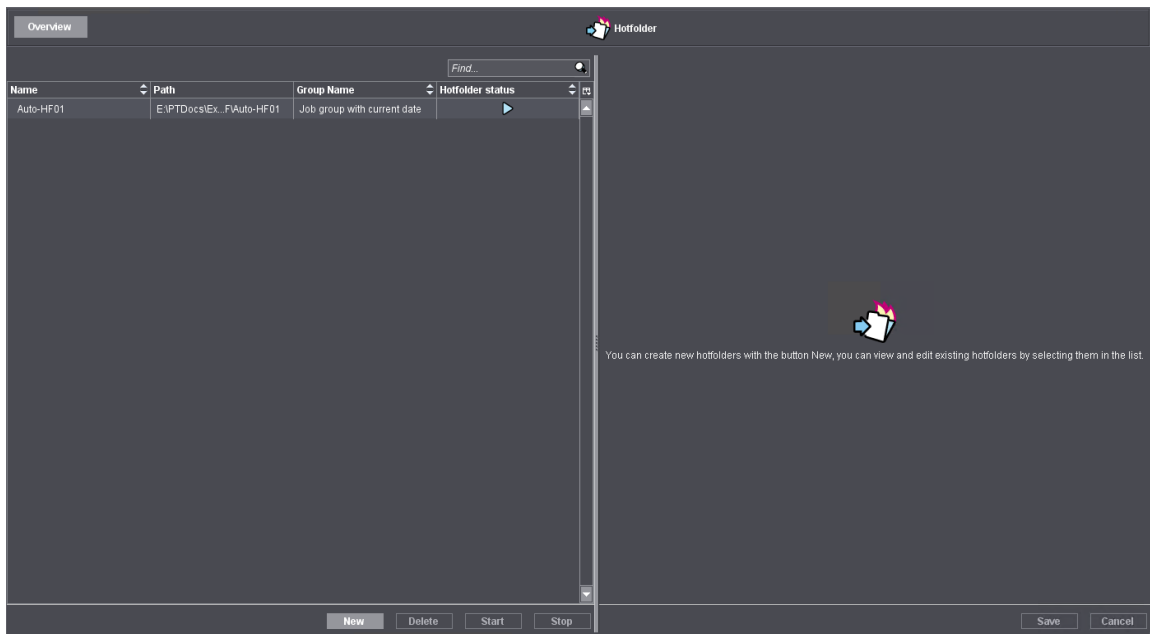
Create a hotfolder job template

1. Go to "Administration" or click "Overview" if the administration options do not display.



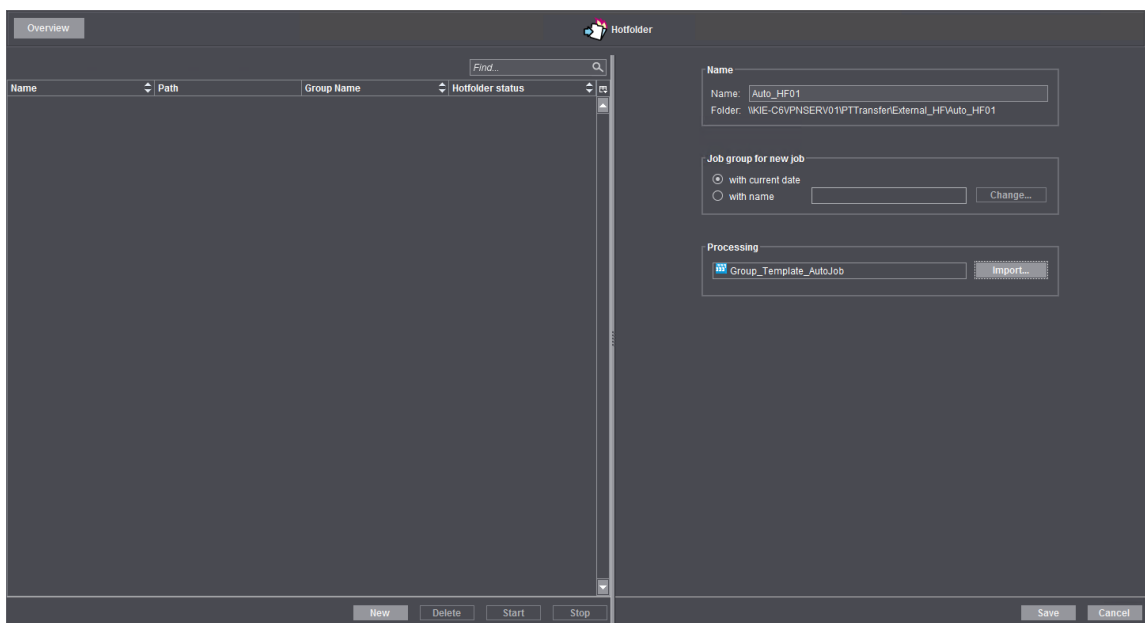
2. Click the "Hotfolder" icon. The "Hotfolder" section displays:

Automatic Creation and Output of Print Jobs in the Hotfolder Mode



This is where you define the job templates that are intended solely for the automatic creation of new jobs. These job templates do not display in "Jobs" so that they are not inadvertently deleted.

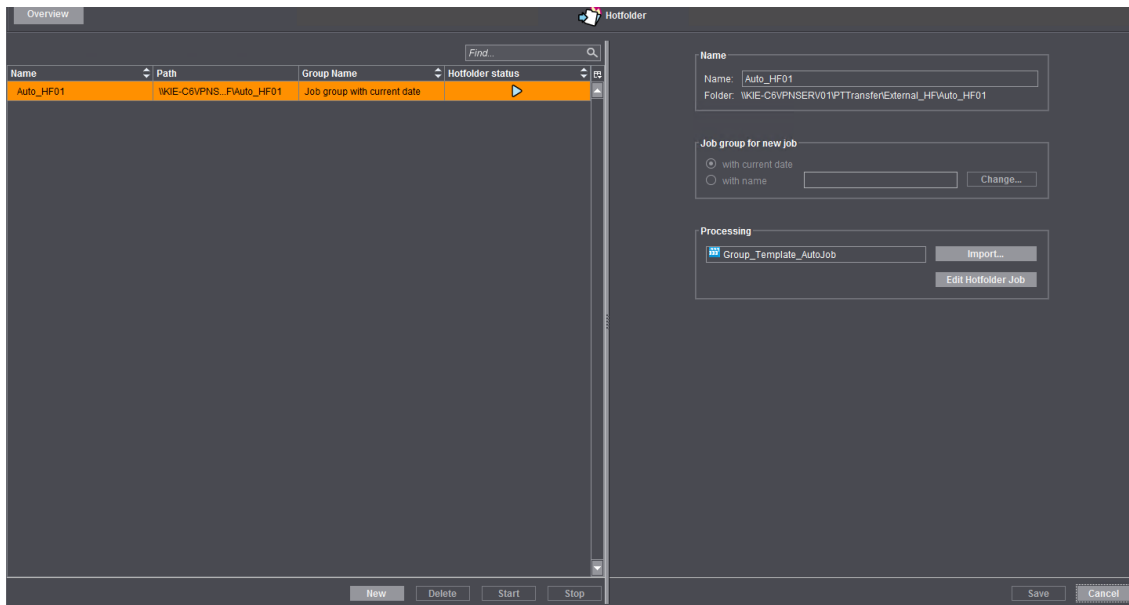
3. Click "New". Input boxes now display on the right. Type in the following data:



- Name: Auto-HF01
- Job group for new job: with current date
- Processing: Add the "Group_Template_AutoJob" with "Import".

Automatic Creation and Output of Print Jobs in the Hotfolder Mode

4. Confirm your settings with "Save".



5. The hotfolder template is set up. Click "Overview".

Create a New Job by Filing to the Hotfolder

After you prepared the job template for automatic job creation in the hotfolder mode, automatic creation of new jobs and their processing can begin.

Prepare Document File Names

Delimiters were defined in the hotfolder settings of the Qualify sequence and they can be used to filter out the job number and job name from the document file names. We will customize the file names of the PDF documents to be output so that we have useful job numbers and job names.

We will use the "HDCity.PDF" document again as the example document. We will now duplicate this file (with Copy and Paste) and rename it to "AJ0001#HDCity_A4&P01_P36.pdf" to meet the requirements for automatic job creation. Based on the set delimiters "#" and "&", a new job with job number "AJ0001" and job name "HDCity_A4" will be produced.

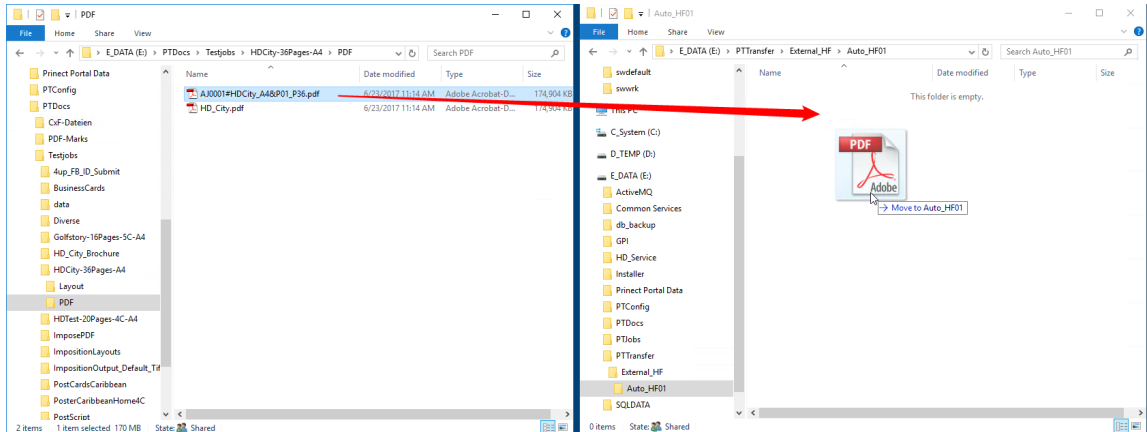
Create and Start a Print Job Automatically

Proceed as follows:

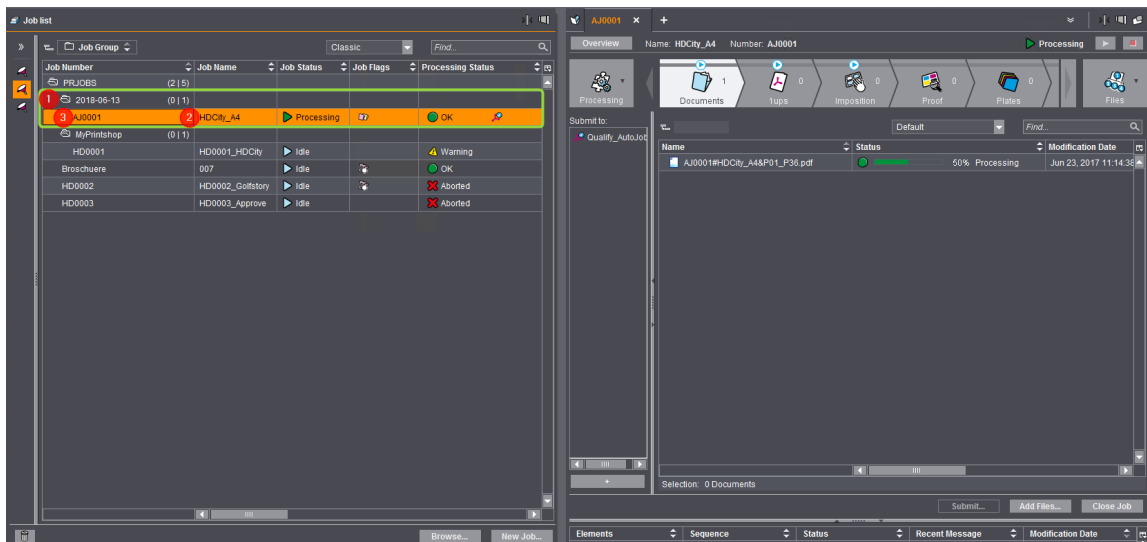
1. Open a Windows Explorer window and go to the folder where the "HDCity.PDF" file is located (in the example, in the "PTDocs\Testjobs\HDCity-36Pages-A4\PDF" folder).
2. Duplicate the "HDCity.PDF" file and rename it to "AJ0001#HDCity_A4&P01_P36.pdf".
3. Open a second Explorer window and position both windows so that you can see both of them fully on the screen.

Automatic Creation and Output of Print Jobs in the Hotfolder Mode

- In the second Explorer window, go to the "\\PTDocs\External_HF\Auto-HF01" folder. This folder was created by the system when you were creating the hotfolder job template. See ["Create a hotfolder job template", page 110](#).



- In the first Explorer window, mark "AJ0001#HDCity_A4&P01_P36.pdf" and, holding down the left mouse button, move the mouse pointer to the second Explorer window, to above the "\\PTTransfer\External_HF\Auto-HF01" folder in the example. Let go of the mouse button at this point. The file is moved. To copy it, press the "Ctrl" key at the same time while you are moving the mouse cursor.
- Go to the Cockpit again. After a while, a new job group with the date the job was created (1) and in it a new job "HDCity_A4" (2) with job number "AJ0001" (3) displays in the job list.



The job is started automatically.

- Click the job in the job list, go to the "Job" window, maximize the width of the window by double-clicking the caption bar and go to "Processing". In this section, add other sequences as described in [section "Preparatory Settings", page 67](#).

Automatic Creation and Output of Print Jobs in the Hotfolder Mode

8. Continue with the following processing steps:

- ["Documents" Step, page 73](#)
- ["Pages" Step, page 78](#)
- ["Imposition" Step, page 83](#)
- [Print Imposition Proof, page 87](#)
- [Start Imaging of Plates, page 93](#)
- [Start printing, page 94](#)

9. When finished, close the job.

In this way, you can automatically generate more print jobs.

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Comparison of Controls in Prinect MetaDimension and Prinect Cockpit

If you are switching from Prinect MetaDimension to the Prinect Manager, this chapter will show you where to find the main Prinect MetaDimension functions in the Prinect Cockpit. The structure of this chapter is similar to that in the Prinect MetaDimension Printmanager.

"Jobs" (MetaDimension Printmanager)

In Prinect MetaDimension, the processed print jobs or those currently in process display in "Jobs".

This section is found likewise in "Jobs" in the Prinect Cockpit. For system reasons, there are differences in the view and functionality of these job lists.

In Prinect MetaDimension, the job list has various tabs with different functions:

- ["Complete Job List", page 116](#)
- ["In Process", page 116](#)
- ["Requiring Attention", page 116](#)
- ["Completed", page 116](#)
- ["Depot", page 116](#)
- ["Find", page 116](#)

Comparison of Prinect MetaDimension to Cockpit

- ["Image Job List", page 116](#)

You will find the equivalent of these MetaDimension tabs in "Jobs" in the Prinect Cockpit:

Complete Job List

"Complete Job List" is equivalent to the job list in the Cockpit with the "All jobs" filter setting.

In Process

The "In Process" job list is in principle equivalent to the job list in the Cockpit with the "Active" filter setting.

Requiring Attention

In Prinect MetaDimension, this tab displays jobs where errors occurred.

There is no filter setting for this in the Cockpit, but in the job list you can sort the order in the "Processing Status" column to show all jobs with a "Warning" or "Error" status first.

Completed

The "Completed" job list is in principle equivalent to the job list in the Cockpit with the "Finished" filter setting.

Depot

The "Depot" job list is in principle equivalent to the job list in the Cockpit with the "Offline" filter setting. The archiving function in the Prinect Manager is equivalent to the depot functionality in MetaDimension.

Find

Instead of the "Find" tab in MetaDimension, there is a powerful search function (Find window or "Find" in the context menu) in the job list and in the "Jobs" view in the Cockpit.

Image Job List

Images that are processed with the Imagemanager are managed in the Image Job List. The Imagemanager is needed to create low-res preview images out of high-res images (photos). These low-res images are used during job processing in the PostScript jobs to go easy on the resources of the computer and to increase the processing speed. The original images are used again only during imaging. This process is known as "OPI (**O**pen **P**repress **I**nterface) and is available only in the PostScript workflow.

The Prinect Manager works solely with PDF files (PostScript files are converted to PDFs before processing begins). Because the PDF format gives you several ways to compress image data, a separate module like the Imagemanager is no longer needed. For that reason, the image job list of the Imagemanager has no equivalent in the Cockpit.

You will find options for configuration of the image size for images contained in the PostScript files in the "Qualify" sequence in the "Images" tab in the "Normalizing" step. In this tab, you can set with great precision how different image formats are to be prepared.

In the "Preflight" step, you can set up various check criteria for images to make sure you have smooth processing matching the quality requirements.

Details about a Job

In the MetaDimension job list you will find more details about a specific job by double-clicking this job. These details are available in the following tabs:

- ["Job Settings", page 117](#)
- ["Job Information", page 117](#)
- ["Job Details", page 117](#)
- ["Halftone Soft Proof", page 119](#)
- ["Signatures", page 120](#)

In the Prinect Cockpit, you will find details about a single job in the "Job" view in "Jobs". The job details display in this view automatically whenever you click a job in the job list. The "Job" view must be big enough to be able to see the contents.

Job Settings

In MetaDimension, this is where the output settings of the used Output Plan display.

The MetaDimension Output Plans are equivalent to the sequences in the Prinect Manager and consequently you will find the output parameters in "Processing" in the "Job" view. The sequences used in the job display as graphics in this section. To view or modify the various parameters in these sequences, double-click the icon of the sequence concerned. When you save any changes you made to the sequence setup, these changes affect only the current job.

Job Information

In MetaDimension, this is where information about general key data about the job and the job status displays (also about any errors).

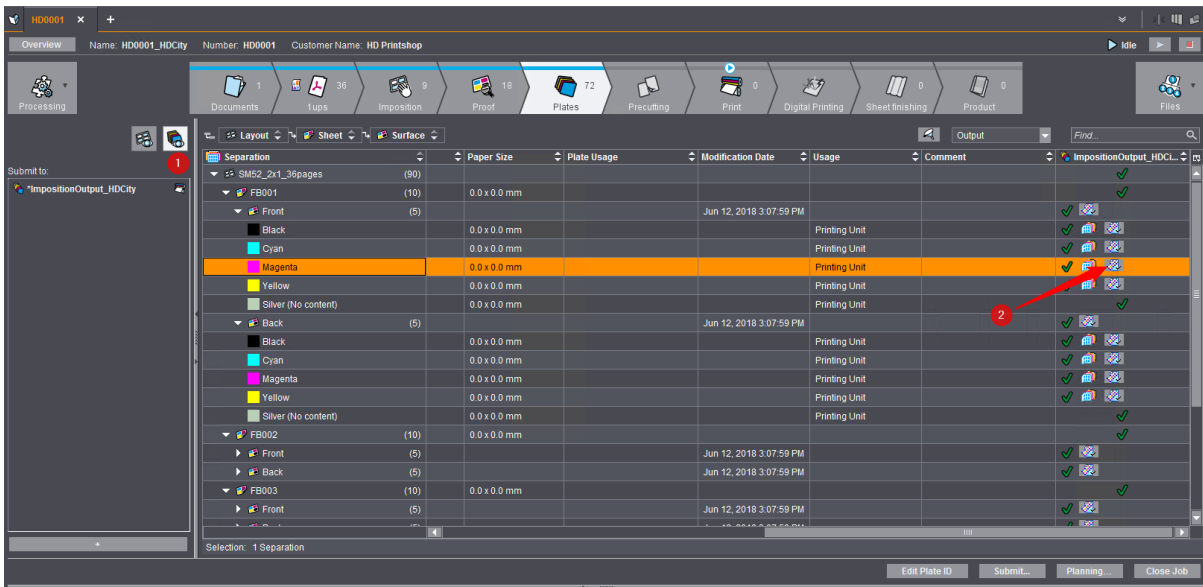
In the Prinect Cockpit, you will find this information in the open job in "Product Description", "Properties", "Printing Process" and "History".

Job Details

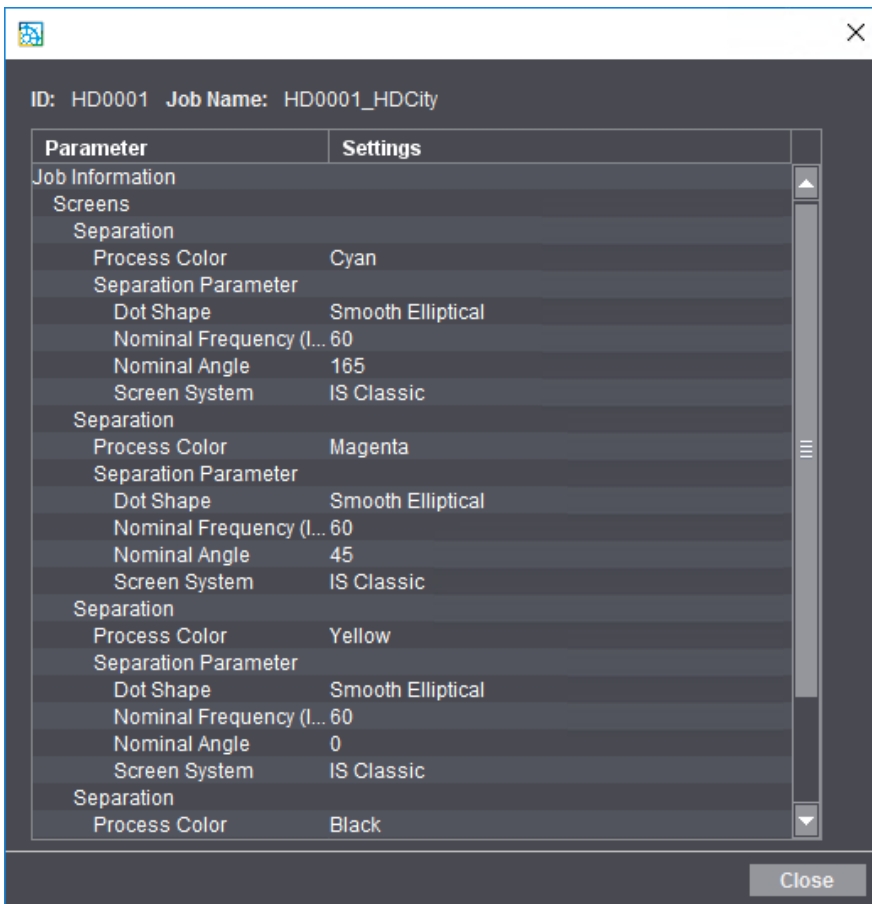
In MetaDimension, this is where you can view details about the processed job, in particular about the screen settings.

In the Prinect Cockpit, you will find a preview equivalent to the halftone soft proof in the open job in the "Separations" view (1) in the "Plates" step. You can see the column with the name of the ImpositionOutput sequence if you move the horizontal scroll bar fully to the right in the list view.

Comparison of Prinect MetaDimension to Cockpit



When processing of a separation is finished, an icon for the "Render" report displays in the row of the separation concerned. You open the report window by clicking this icon (2):



Comparison of Prinect MetaDimension to Cockpit

The details in this window can be compared to the information in the "Job Details" tab in MetaDimension.

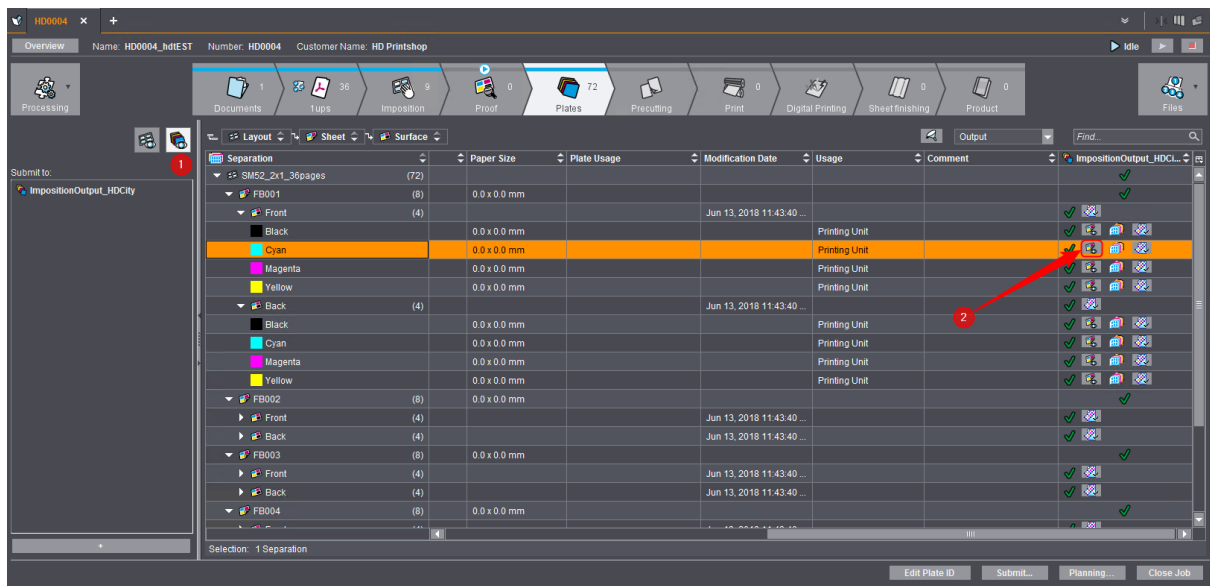
Halftone Soft Proof

In MetaDimension, the "Halftone Soft Proof" tab displays in the processed job if the "Halftone Soft Proof" option is enabled in the Output Plan. In this tab, you can preview the screened Tiff-B data that are used for platemaking.



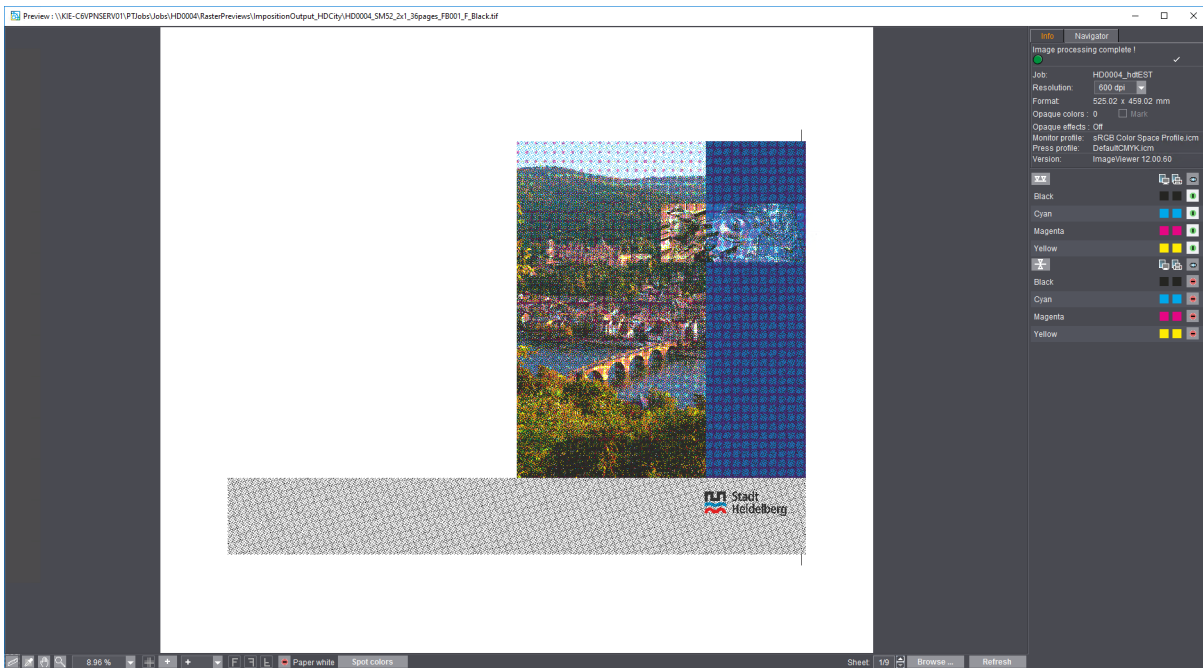
Prerequisite: In the Prinect Manager, the job must have been edited with an Imposition-Output sequence where the "Halftone Soft Proof" option is enabled.

In the Prinect Cockpit, you will find a preview equivalent to the halftone soft proof in the open job in the "Separations" view (1) in the "Plates" step. You can see the column with the name of the ImpositionOutput sequence if you move the horizontal scroll bar fully to the right in the list view.



When processing of a separation is finished, a "Preview (ImpositionOutput)" icon (2) displays in the row of the separation concerned. You open the preview by clicking this icon.

Comparison of Prinect MetaDimension to Cockpit



This view is equivalent to the "Halftone Soft Proof" view in MetaDimension.

Signatures

In MetaDimension, the color separations or plate signatures generated display in this tab. This is also where you repeat imaging of single plates if needed.

In the Cockpit, you will find a view of the plate signatures in the "Job" view in the "Plates" step. This view lists all the signatures in the job. You can submit selected signatures, for example, to an ImpositionOutput sequence for plate output or to an ImpositionProof sequence for imposition proofing by marking single signatures and clicking "Submit".

"Devices" (MetaDimension Printmanager)

All the output devices (CTP, proofer) installed in MetaDimension are listed in the "Devices" section. You invoke the Engine Manager (Speedway Engine Manager, Color Proof Pro, Proofing Engine Manager) for a specific device by double-clicking the device item. You configure the device in its Engine Manager.

In the Prinect Cockpit, you will find an overview of all output devices in the Prinect Manager, with the exception of CTP devices, in "Administration > Prepress devices". For proofers, you can open a proofer item and configure certain output parameters (scatter proof, etc.). If "Scatter Proof" was enabled, you can open the "Scatter Monitor" window and, for example, start scatter proof manually.

In the Prinect Cockpit, there is no direct link to the Engine Managers from the Cockpit. You can invoke the Speedway Engine Manager, the Proofing Engine Manager or the Color Proof Pro Engine Manager directly in the Windows Start menu or in the file system and set your data there.

"Administration" (MetaDimension Printmanager)

This section is divided into the following tabs:

- ["Resources", page 121](#)
- ["Configuration", page 123](#)
- ["System", page 125](#)

Resources

This tab has the following elements:

- ["Output Plan Templates", page 121](#)
- ["Paper Stretch Compensation", page 121](#)
- ["Page Positioning", page 121](#)
- ["Calibration", page 122](#)
- ["ICC Profiles, Device ICC Profiles", page 122](#)
- ["Fonts", page 122](#)
- ["Color Handling", page 122](#)
- ["Printing Materials", page 122](#)

Output Plan Templates

You set up various output options for the connected output devices in the Output Plan templates.

In the Prinect Cockpit, this function is covered by sequence templates. You can find the sequence templates in "Administration > Templates > Sequence Templates". For system reasons, the sequence templates are organized by functions and not by devices. For example, the sequence templates for imaging to plates are to be found in "ImpositionOutput" or "PageOutput". You will find the sequence templates for proofers in "PageProof" or "ImpositionProof". The "FormOutput" and "FormProof" sequences are also available for a ROOM proof workflow (RIP Once Output Many).

Paper Stretch Compensation

You will find the settings for paper stretch compensation at two points (depending on your license):

- in the Cockpit in "Administration -> Paper Stretch Compensation" or
- using the "Automatic Paper Stretch Compensation" application. This software starts and runs separately to the Cockpit.

Page Positioning

In MetaDimension, page positioning templates are used to generate simple sheet imposition layouts if no special imposition program (Prinect Signa Station) is to be used.

Comparison of Prinect MetaDimension to Cockpit

In the Prinect Manager, sheet layouts are not defined in the Cockpit but are always added to the print job (in "Jobs > Imposition"). If you just need simple sheet layouts, you can create them with the Prinect Imposition Editor (part of the "Prinect PDF Toolbox" Acrobat plug-in).

Calibration

In the Cockpit, you define the settings for process calibration and linearization in "Administration > Templates > Sequence Templates" in the ImpositionOutput sequence templates in the "Calibration" step. The calibration data records are also created with the Calibration Manager/Calibration Tool software in the Prinect Manager.

ICC Profiles, Device ICC Profiles

All ICC profiles, both standard and user-defined, are managed in "Administration > ICC Profiles".

Fonts

Font administration in MetaDimension has no direct equivalent in the Prinect Manager. The Prinect Manager processes solely documents in PDF format and, for that reason, the required font types are generally embedded into the PDF files. You define embedding of the font types in the "Qualify" sequence template in the "Fonts" tab in the "Normalizing" step. You can take the fonts you need from the Windows system font folder and/or one (or more) additional "Font Search Folders". You set the font search folders in the Normalizing step as well.

Font search folders are folders in the file system of the Prinect server in which the various font types are filed. If fonts in the original documents are not found in the font search folders or system font folder, you can set whether the print job will be aborted, whether a warning will be issued or whether this error will be ignored. Then the missing fonts are replaced by a different font.

Color Handling

In MetaDimension, you can define, for example, how spot colors will be replaced by other spot colors or custom CMYK ink recipes.

In the Prinect Manager, you can view the colors of a job in "Jobs > Job" in "Colors" and edit them if necessary. This is where you can, for example, also define your own spot colors or assign different spot colors to the job. These settings always only affect the job that is currently open.

Color Tables

In the Prinect Cockpit, color tables are managed in "Administration > Colors and Varnishes".

Printing Materials

In the Prinect Manager, printing materials are managed in "Administration > Printing Materials and Substrates".

Configuration

This tab has the following elements:

- ["Virtual Printers", page 123](#)
- ["Image Directories", page 124](#)
- ["Preferences", page 124](#)
- ["Drive Monitor", page 125](#)
- ["Regional Settings", page 125](#)
- ["JDF Portal", page 125](#)
- ["Prinect®services", page 125](#)

Virtual Printers

There are no virtual printers in the Prinect Manager because of the different concept there. In the Prinect Manager, the combination of virtual printer and Output Plan is represented by appropriately configured output sequence templates. For example, a CTP device is assigned to an ImpositionOutput sequence. The output options are defined in this sequence.

In the Prinect Manager, other functions like the definition of a hotfolder are set up in a Qualify sequence and in "Administration > Hotfolder".

Because there is no direct control through a "printer" in the Prinect Manager where document files (mainly as PDFs) are only added, there is no equivalent to the definitions of a Windows queue or a BSPP printer port. Jobs that are generated in a Management Information System (MIS) or in a Web Shop can be transferred to the Prinect Manager via a JDF connection (Job Definition Format). However, this process cannot be compared with printing through a queue or printer interface because these jobs are processed later by the Prinect Manager.

In the Prinect Manager, assigning job priorities and the time-controlled start of job processing are defined when a print job is created. This is done by defining the due date and the earliest start date. In an open job, you can also define a due date for each step.

You set the the time-controlled storage (archiving) of jobs and deletion of finished jobs in the Prinect Cockpit in "Administration > Planned Tasks".

You define the creation of sheet preview images and thumbnails in the ImpositionOutput sequence.

In the Cockpit, you will find an overview of the current status of all engines in the Prinect Manager in "Queues". Engines are hardware and software elements that run functions in the Prinect Manager. This is where you can, for example, monitor CTP devices or proofers and stop or continue them if needed. Stopping a queue means that the engine concerned is stopped in the Prinect Manager and, consequently, no function can run. This does not mean that a device (e.g. a proofer) is shut down or switched off.

In the Prinect Manager, this concept is more oriented to functions and not as oriented to devices like in MetaDimension.

Comparison of Prinect MetaDimension to Cockpit

Image Directories

The administration of image directories is not applicable in the Prinect Manager because it does not have an Imagemanager (see [section "Image Job List", page 116](#)).

Preferences

In MetaDimension, various system settings are set up in this section:

Options

- Pause Jobs after restarting the server

There is no equivalent to this option in the Prinect Manager. The Prinect Manager has other mechanisms that prevent imaging from running automatically if an imagesetter is not ready to start.

- Delete output of failed jobs

There is no direct equivalent to this option in the Prinect Manager. In "Administration > Preferences > All Users > System Healthiness", you can enable "Delete ImpositionOutput files after job is finished" and/or "Delete proof files after job is finished" to prevent the output data of finished print jobs from filling up the hard disks and blocking the system.

- Generate CIP before final output

There is no equivalent to this option in the Prinect Manager. CIP3 data are always generated before final output.

- Create IPR

There is no equivalent function in the Prinect Manager because the Prinect Manager cannot be driven as a printer.

Depot Directory

In the Prinect Manager, print jobs are filed by default in the "PTJobs" directory on the Prinect server. If you want something different, in the Cockpit you can define a different job location in "Administration > System" and, if necessary, user-defined folders in the job folder. This is where you can also define an external hotfolder location. By default, hotfolders are set up below the job location folder. See also ["Define an external hotfolder location", page 108](#).

You can find details about the License Server in "Administration > System" after clicking the "System" element in the tree structure.

Reprint

These parameters are not needed because the concept of reprints is different in the Prinect Manager to MetaDimension.

Administration display

The Prinect Cockpit does not have an equivalent function for saving used screen space. Instead, you can show or hide the various windows in "Jobs" and make each of them bigger or smaller separately.

Network

A network adapter does not have to be defined because the Prinect Manager cannot be driven as a printer.

Additional OPI Image Include Paths

The administration of additional image directory paths is not applicable in the Prinect Manager because it does not have an Imagemanager (see [section "Image Job List", page 116](#)).

Drive Monitor

The drive monitor has no equivalent function in the Prinect Manager. You can view the memory utilization of some storage areas with set functions, e.g. "JDF Storage", in "Administration > System > [Prinect server] > JDF Storage".

Regional Settings

You will find equivalent settings in the Cockpit in "Administration > Preferences".

JDF Portal

You will find settings for the JDF Portal in "Administration > JDF Import". There is no "Connect" option (this is needed only for clients) because the Prinect Manager operates principally as a JDF Connector Server service.

Prinect®services

You can find details about the Master Data Service in "Administration > System" after clicking the "System" item in the tree structure. There is no "Connect" option (this is needed only for clients) because the Prinect Manager operates principally as a Master Data server service.

System

This tab has the following elements:

- [section "Server", page 125](#)
- [section "E-mail", page 125](#)
- [section "Users, Groups, Permissions", page 126](#)

Server

In MetaDimension, this is where the MetaDimension server services available in the network are listed. In the Cockpit, the Prinect Manager server can be accessed in "Administration > System". All server and engine computers connected to the Prinect Manager display in this section.

E-mail

The e-mail functionality is managed in "Administration > E-mail" in the Cockpit.

Comparison of Prinect MetaDimension to Cockpit

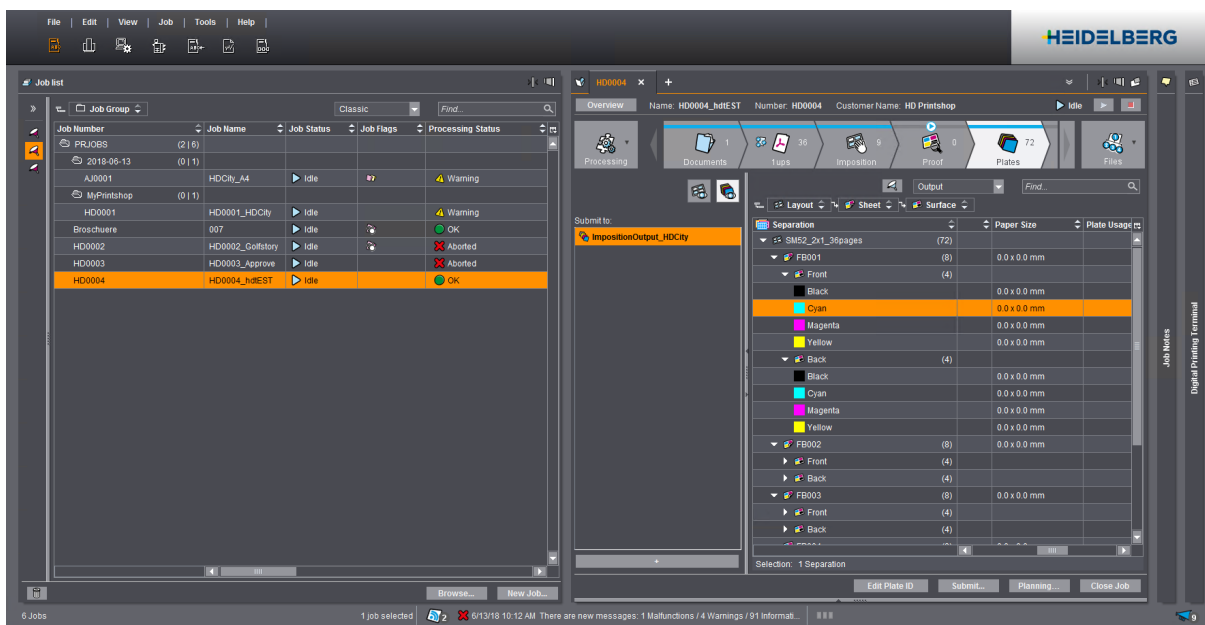
Users, Groups, Permissions

User administration is grouped in "Administration > Users" in the Prinect Cockpit.

Sample Configuration of the Prinect Cockpit

In the "Work Mode" (in contrast to the Configuration Mode), Prinect MetaDimension runs mainly in the job list view.

You can set the following view accordingly for the Prinect Cockpit:



The "Job List" and "Job" views are open in "Jobs". If needed, you can filter the job list, sort it, give it a different structure or view certain jobs only with the help of the Search function. You can find details about this in the Online Help of the Cockpit.

When you click a job, the content of this job displays in the "Job" view. In this view, you can open several jobs at the same time, each in their own tab. In the "Plates" step, you can display the single separations, matching the plates, and view details about the screening parameters or invoke the half-tone soft proof function. To reprint single plates, mark the related separation and submit it to the ImpositionOutput sequence (using drag-and-drop or by marking it and clicking "Submit").

We recommend using the function of automatic job creation (see ["Automatic Creation and Output of Print Jobs in the Hotfolder Mode", page 101](#)) wherever possible.

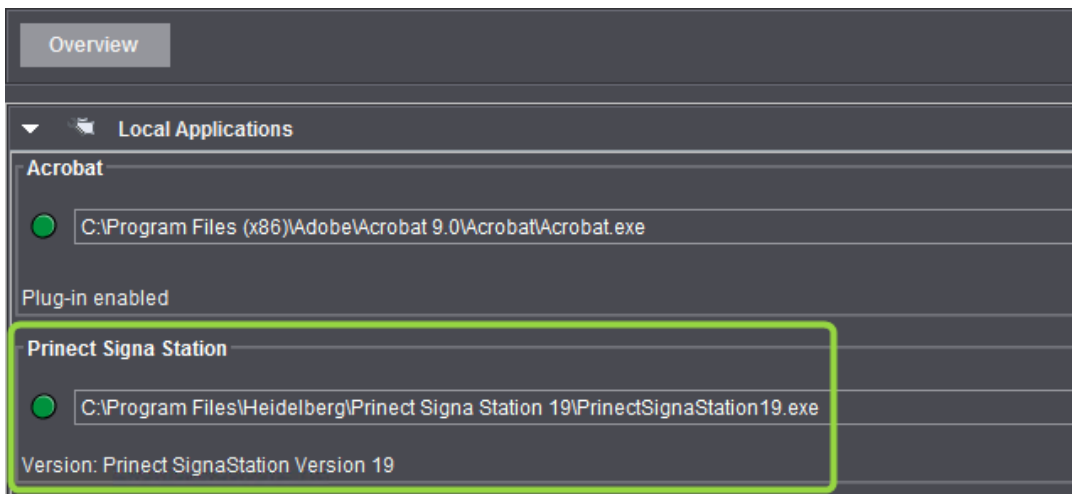
Example of a Prinect Signa Station - Prinect Manager Workflow

Prinect MetaDimension is frequently used in combination with a Prinect Signa Station. In such a configuration, the print jobs are generally fully imposed on Prinect Signa Station and then submitted to MetaDimension for output.

In a Prinect Manager and Prinect Signa Station setup, a different workflow is recommended where Prinect Signa Station is launched interactively from the Cockpit.



Prerequisite: Prinect Signa Station must be installed on the Prinect server and mounted on the Prinect Manager for this workflow. In the Prinect Cockpit, you can check whether the setting is correct in "Administration > Preferences > Local Applications":



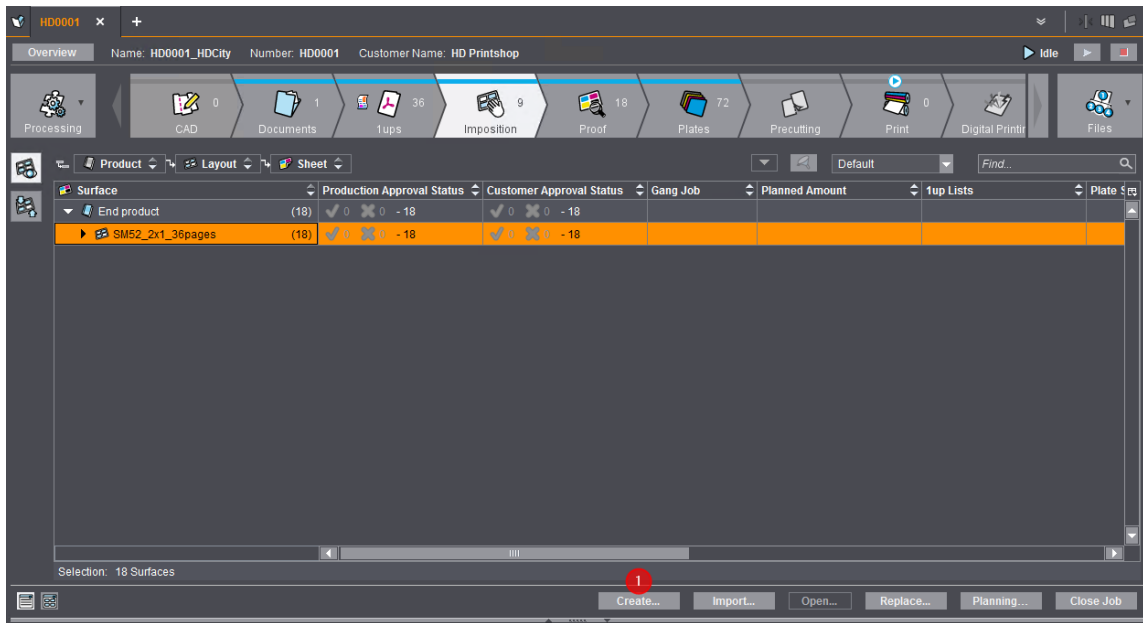
In this workflow, Prinect Signa Station is used solely for creating sheet layouts. These sheet layouts are merely imposition templates and do not contain any content pages but only the page positions, marks, data about front and back pages, etc. The file format of sheet layouts for the Prinect Manager is ".JDF" (Job Definition Format).

These sheet layouts are filled with the document pages in the Prinect Manager (see also "[Imposition Step, page 83](#)"). The imposed sheets are then submitted to an ImpositionProof or ImpositionOutput sequence for output.

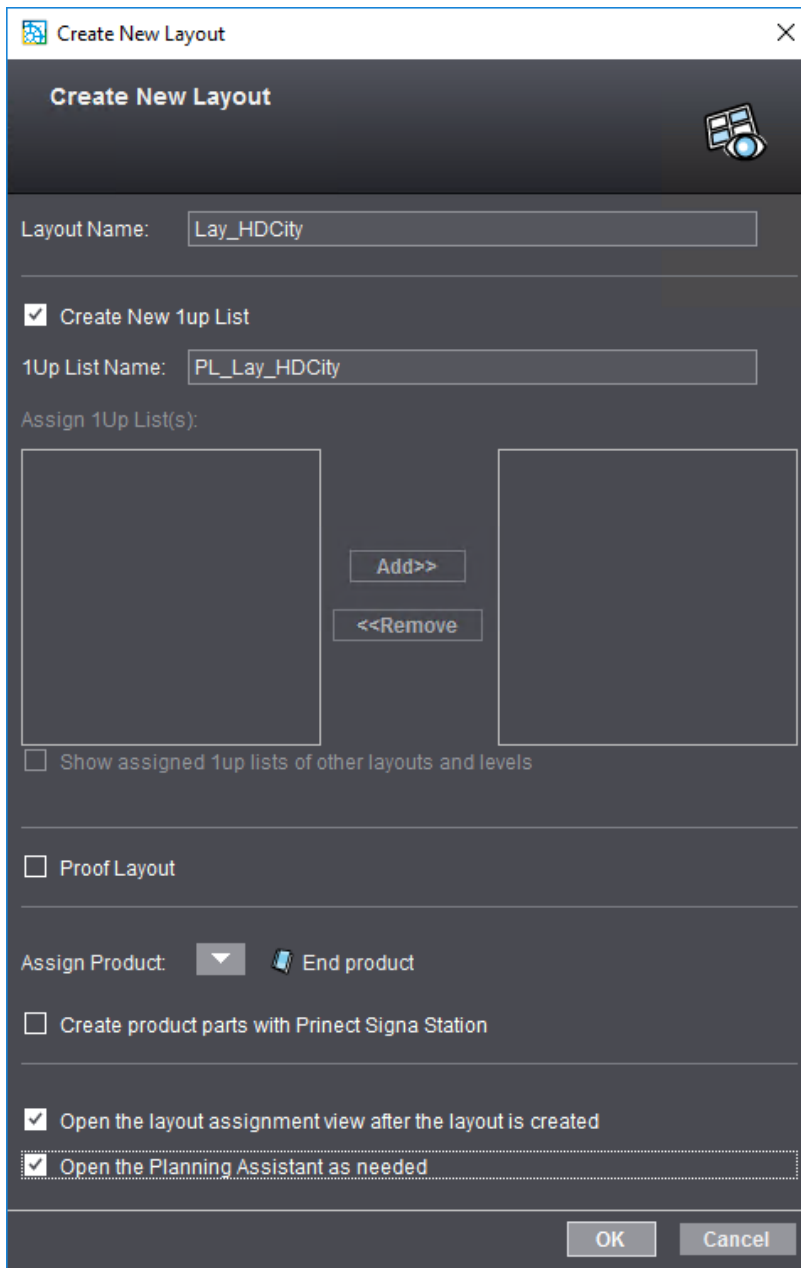
Interactive creation of sheet layouts is done in the "Imposition" step:

1. Create a new print job, add the PDF documents needed for it and go to the "Imposition" step.

Comparison of Prinect MetaDimension to Cockpit

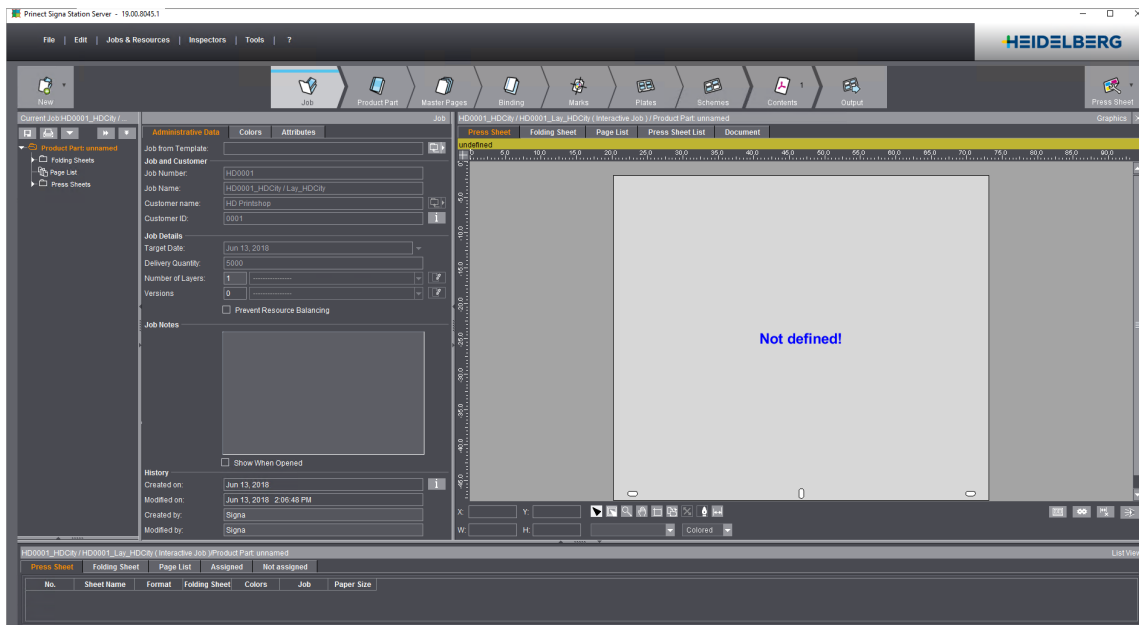


2. Click "Create" (1). The "New Layout" dialog opens:



3. In this dialog, enter only a layout name, in the example "Lay_HDCity". Leave all other parameters as they are. A new page list named "PL_Lay_HDCity" is created automatically. Confirm the dialog with "OK". A dialog named "Waiting for imposition software" displays briefly. Then Prinect Signa Station opens.

Comparison of Prinect MetaDimension to Cockpit



4. The layout named in the Cockpit (in the example "Lay_HDCity") opens as a new job in Prinect Signa Station where you can edit it. Make sure that you only create a layout and do not paste any contents. After you finished and saved the new layout, it is assigned automatically to the Prinect Manager job and can be used for imposition of the content pages.
5. You can find details about editing layouts in Prinect Signa Station and about the Signa Station/ Prinect Manager workflow in the Online Help of Prinect Signa Station. You will find information about imposition in the Prinect Manager in [section "Imposition" Step, page 83](#).

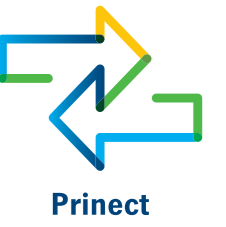


Note: As an alternative, you can create a new layout (without content pages) offline on Prinect Signa Station and import this layout (as a JDF) to the "Imposition" step in the Cockpit. Import is recommended whenever a layout is to be reused. You will find details about the offline creation of layouts in the Online Help of Prinect Signa Station.

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Job List - Functionality and Icons.

Princt Cockpit.



Cockpit - Workspaces*

- Jobs
- Queues
- Administration
- Digital Printing Terminal
- Portal Services
- Job Combiner
- Analyze Point
- Scheduler

Window Captions

- Job List
 - Job
 - Job Notes
 - Minimize width
 - Maximize width
 - Fix width (Job Notes and Digital Printing Terminal only)
 - Detach window (Jobs, Job Notes and Digital Printing Terminal only)
- If a window is minimized, it can be restored by clicking the corresponding icon.

Job States

- New job
- Suspended
- Modified
- Idle
- Processing
- Canceled
- Finished
- Waiting

Job Flags*

- Adaption required
- Part of gang job
- Planned for gang job
- Gang job
- Job is imported
- Job is exported
- Change order by MIS
- Adaption required
- Locked
- Locked by user
- Intervention required
- Approval required
- Archived
- Restored from archive

Search

Here characters can be entered for which the job list is searched. The following fields are searched:

- Job name
- Job number
- Customer name
- Short name
- Customer number
- Customer job number
- Customer job name

Grouping the Job List

The grouping of the job list can be adjusted by dragging & dropping the columns.

Filters

Show/Hide filter area

- Predefined Filters:
 - All Jobs
 - Active filters the following job states: Setup (changed, new job)
 - Active (idle, suspended, processing, waiting)
 - Finished
- Self-defined filters

Filter Settings

In this field, individual filters which then are available as "self-defined filters", can be created by the user.

Recycle Bin

If this icon is clicked, jobs which were moved into the recycle bin are displayed in the job list. These jobs can be deleted definitely, or be restored.

Bottom Line

In the bottom line, information on the status of the Princt Manager is displayed.

Drag & Drop of Files

PDF files can be added to a job by dragging & dropping on the respective job. If PDF files are dragged on a folder or on a template job, a new job is created.

System Messages

Clicking on this icon opens the "System messages" window.

Columns

The button is used for re-sorting and showing/hiding columns. The order can also be defined by drag & drop. The settings can be saved as a scheme.

Background Processes

Clicking on the icon opens the "Background Processes" window.

Digital Printing Terminal (minimized)

Gives an overview of the status of the digital printing jobs.

"Job Notes" Window (minimized)

Notes can be generated for each job. In the "Job Notes" column the availability of notes is indicated. If the window is minimized as shown here, it can be restored by double-clicking the "bar".

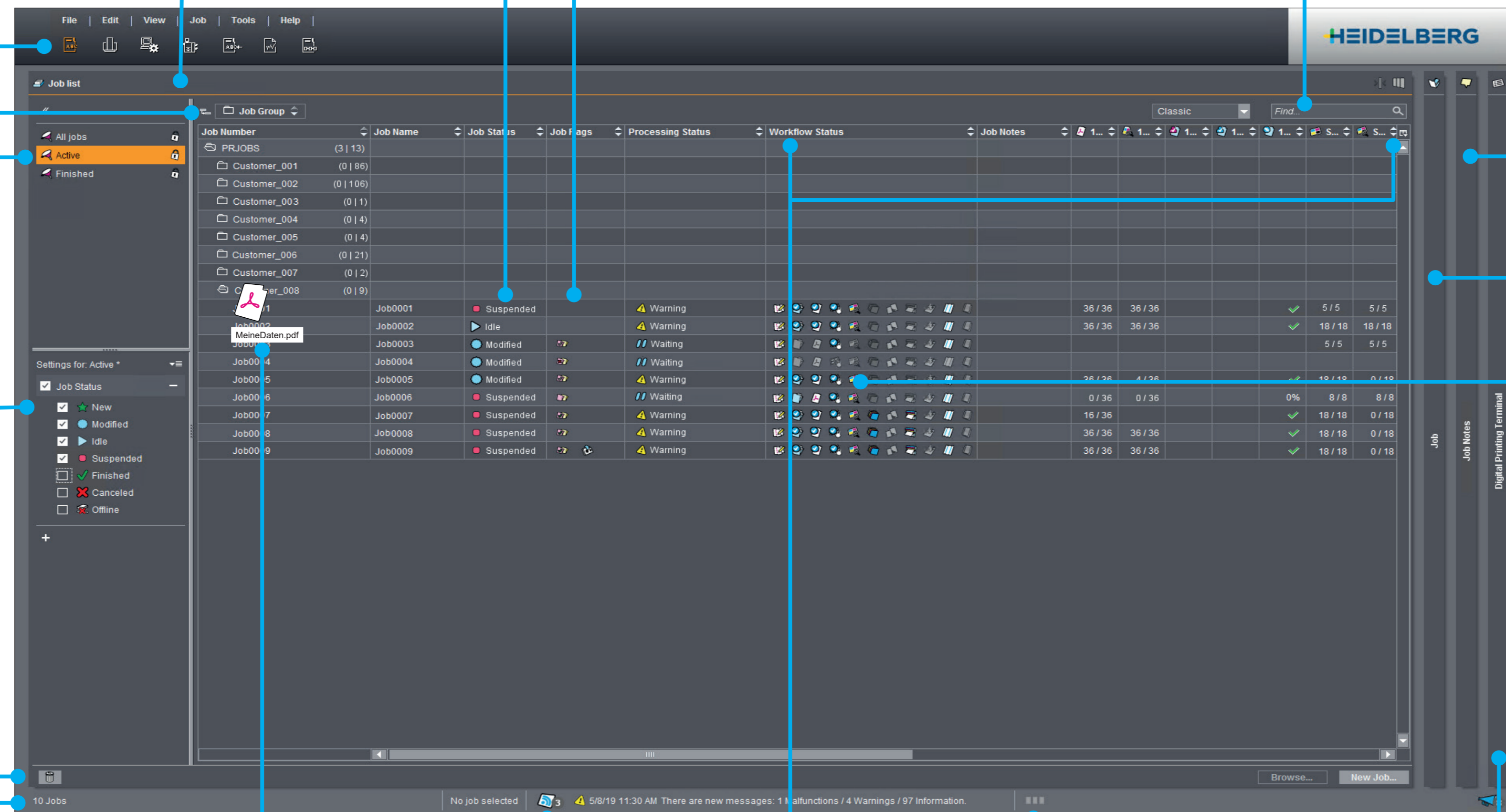
"Job" Window (minimized)

After double-clicking on a job in the job list, the job is opened in the maximized "Job" window. If the window is minimized, as shown here, it can be opened by double-clicking the "bar". If the "Job List" and the "Job" windows are opened simultaneously, the job displayed in the "Job" window can be changed by single-clicking on another job in the job list.

Workflow States*

Workflow steps available in the job are displayed in color. by user, by system flagged as "ready".

- CAD CAD Design by Package Designer is available
- Documents Documents have passed the qualify sequence
- Pages/1ups Pages/1ups have passed the prepare sequence
- Imposition Layout is created/imported and pages are assigned
- Proof Form proofs are available
- Plates Plates are created
- Precutting Precutting is finished
- Printing Printing is finished
- Digital Printing Digital printing is finished
- Sheet Processing Cutting and folding steps are finished
- Product Product finishing steps are finished
- Self-defined



Open Job - Functionality and Icons.

Prinect Cockpit.



Views

- Pages
- Page lists
- Assign pages to page lists
- Layouts
- Place pages on a layout
- Color separations
- Operations

Workflow Bar*

- Progress:**
- Progress in %
 - System reports step as "ready"
 - The step is flagged as "finally finished" by the user

The "active" step is displayed in light gray

Counter displays the number of elements (pages, layouts, etc.) inside a workflow step.

The "next step" arrow indicates what is the next step to proceed in the workflow. A tooltip will tell you what is the next action.

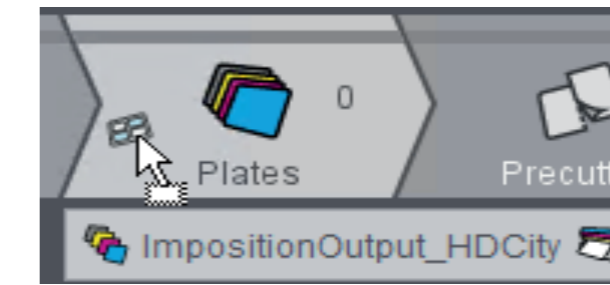
Due Date indicates the status of the workflow step's due date.

If there is not enough space to show all workflow icons, the icon bar can be shifted to the left or to the right by clicking on the triangles, or via mouse-move.

A indicates that this workflow step requires user intervention. A tooltip on this icon gives more information.

Submit Elements to another Workflow Step

Submit elements to another workflow step by drag & drop: if selected elements are dragged on a suitable workflow icon, the sequences which are available in that step and which are able to process the elements, are displayed. A sequence can be selected in the drop-down list for submitting. If the elements are dragged just on the icon, the "Submit Elements" dialog is opened. If simultaneously the Ctrl key is pressed, an arbitrary sequence template can be added to the job.



"Job Notes" Window

Notes can be generated for every job. The notes survive to every job as long as the job exists in Prinect Manager.

Left Parameter Area

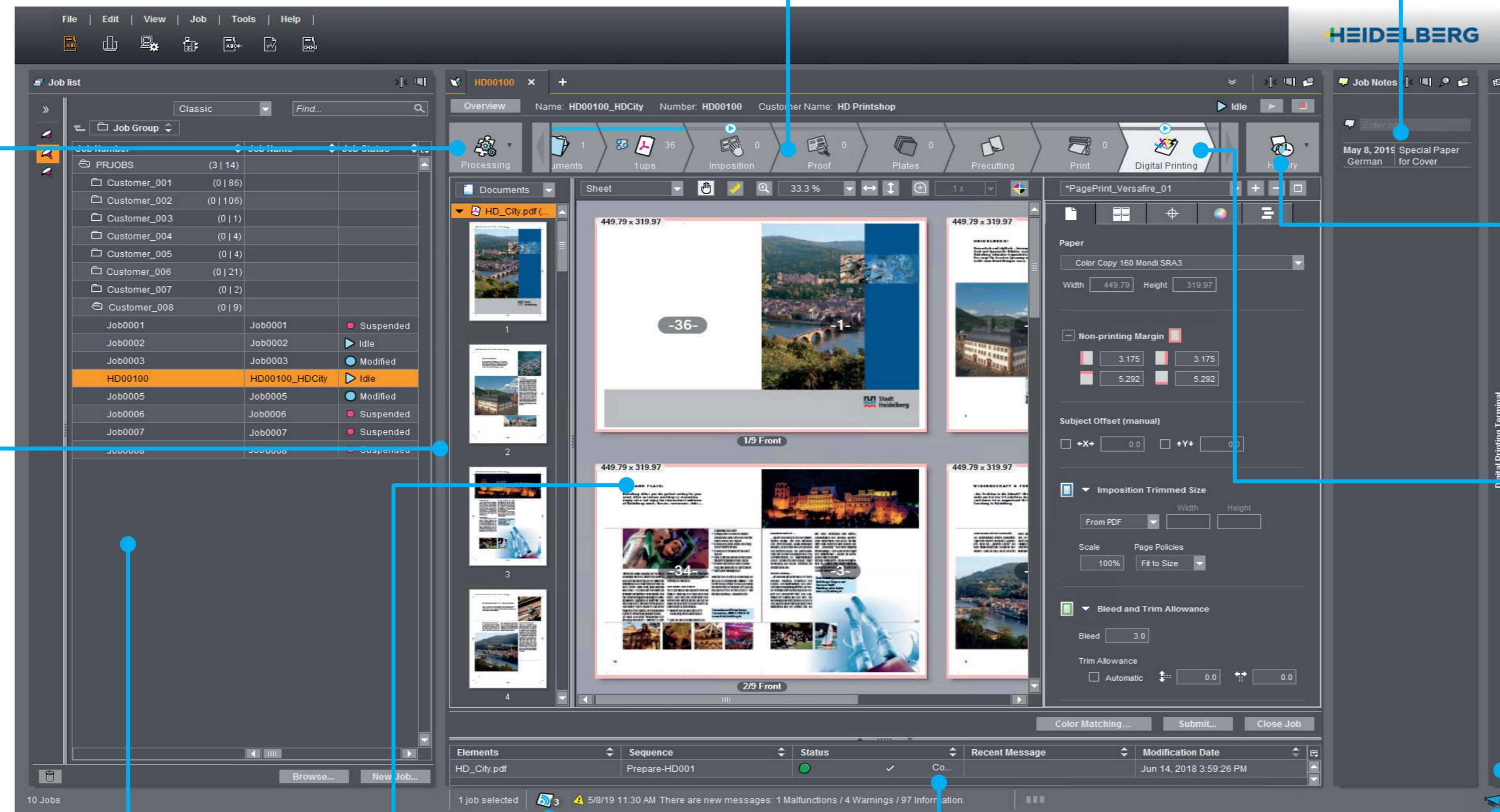
- Product description** - comments, customer data, product code
 - Processing** - configuration of the sequences used in the job
 - Properties** - due date, job priority, delivery quantity, related job, gang job data
 - Colors** - Color definitions, order of the colors, spot colors
 - Printing process** - printing profiles, print order, paper classes
- A indicates if user intervention is required.

Incorporate icons from the list box into the head line

- Right in addition to the parameter icons is a "star" icon. By clicking on it, the corresponding parameter icon is displayed also in the head line right from the workflow bar.
- Simultaneously the "star" icon is colored yellow. A repeated clicking on the "star" icon removes the parameter icon from the head line.

Right Parameter Area

- History** - Information on the history of the single processes during job processing
 - Files** - Displays the folders in the file system which are involved in the job processing
 - Change order** - Displays the change orders being registered for the job
 - Portal Services** - Configuration of the Portal Services view for this job and the E-mail management
 - Group approval** - Configuration of the group approval
- Right in addition to the parameter icons is a "star" icon. By clicking on it, the corresponding parameter icon is displayed also in the head line right from the workflow bar.
- Simultaneously the "star" icon is colored yellow. A repeated clicking on the "star" icon removes the parameter icon from the head line.



Workflow Steps*

Workflow Step	Counter
CAD - Connection to the Package Designer	1 tups
Documents Add documents to the job	Documents
Pages/lups - Page/lup preparation	Pages/lups
Imposition	Sheets
Proof Page and/or form proof output	Sheets
Plates - Plate recording	Plates
Precutting	
Press - Printing press output	Press runs
Digital Printing	
Sheet Processing	Folding sheets
Product - Finishing	

Changing the Width of the Windows

If the mouse cursor is positioned exactly between two windows, it will look like a double-headed arrow. Now the width of the window can be adjusted if the mouse button is held fixed.

"Job List" Window

After clicking on a job in the job list, this job is opened in the "Job" window.

"Job" Window

Here the elements (job content, control elements) of the selected workflow step (in this example Digital Printing) are available.

System Messages

Clicking on this icon opens the "System messages" window

Status Area

Here the processing steps progress of the current job is displayed.

News

Here is notified, if and how many news are available.

Digital Printing Terminal (minimized)

Gives an overview of the status of the digital printing jobs.

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Revision 1.0

Version 2020

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