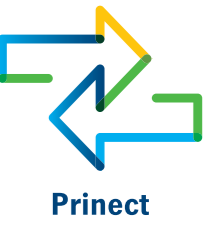


# Job List - Functionality and Icons.

## 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

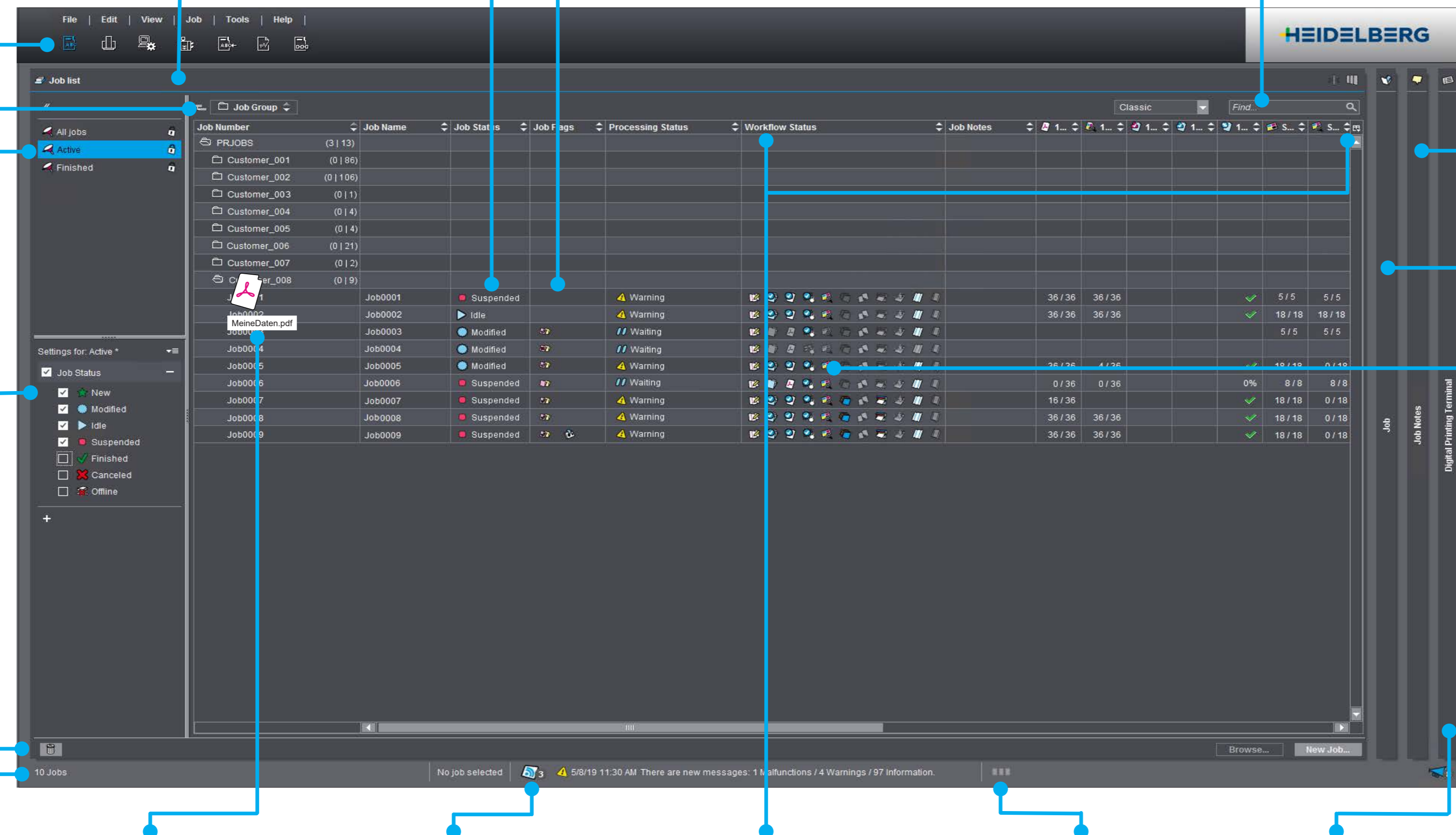
In this field, individual filters which then are available as "self-defined filters", can be created by the user.

### 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 definitively, 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