Using the View by Queue feature

Use the **View by Queue** feature to:

- Pause and resume the processing of files
- Reprioritize the processing of files

View by Queue displays a list of queues in the **Queue** list:

- **Printing TIFF to Device**
- **Printing TIFF to File**
- **Printing to Device**
- **Printing to Lores File**
- **Printing to Hires File**

When you use a process template to output one or more input files, Prinergy Evo uses one of these queues to complete the work. The association between the queues and the **Pool** list in the process templates is summarized in step 3.

1. In the Process Viewer window, click the **View by Queue** icon ⤷ .
2. To get a list of queues that are currently being processed, click the **Current** tab.
3. In the **Queue** list, click a queue. For queues that are currently being used, Prinergy Evo displays a list of items in the **Queued Items** list.

The software uses this queue	When you perform the following actions
Printing TIFF to Device	Use the Output from TIFF process template and, from the **Output To** list, select **printing-to-device-TIFF**.
Printing TIFF to File	Use the Output from TIFF process template and, from the **Output To** list, select a file type.
Printing to Device	Use the Output from PDF, Output from Imposition, or Output from PostScript process template and, from the **Output To** list, select **printing-to-device**.
Printing to Lores File	a. Use the Output from PDF, Output from Imposition, or Output from PostScript process template and you select a raster-based file format from the **Output To** list. b. Select a **printing-to-lores-file** from the **Pool** list in the **Render** section.
Printing to Hires File	a. Use the Output from PDF, Output from Imposition, or Output from PostScript and select a raster-based file format from the **Output To** list. b. Select a **printing-to-hires-file** from the **Pool** list in the **Render** section.

4. In the **Queue** list, you can select one or more queues and pause and resume all of the files within a selected queue. Paused queues are identified as those with a pause **‖** icon. Queued items will become active again in order when the queue is resumed. The queued item at the top of the list will be output first. Pausing and resuming queues is useful for stopping all output to a device. For example, the device may be out of plates and you may temporarily need to stop all output.
   - Click **Pause** to temporarily stop processing **all** of the files within the queue you selected. When a queue is paused all output processing is temporarily stopped and any new files submitted for output processing will be queued. Queued items are identified as those with a clock 🕘 icon in the **Status** column.

- Click **Pause All** to temporarily stop processing all of the files within all of the queues.
- Click **Resume All** to resume processing of all the files within all of queues.
- Select a queue and then select **Always hold new items** to automatically pause processing for all new files that appear within the queue you selected.

5. In the **Queue Items** list, you can select one or more items and hold and release *individual* files within a queue. When a file is held, it will not be processed even if the queue is active. While items are made active in their queued order, held items can be released in any order and queued items can be held in any order. Holding and releasing items is useful for creating a staging area of all output and then processing each item in a sequence and schedule determined by you.
   - Click **Hold** to temporarily stop processing the individual files that you selected.
   - Click **Release** to resume processing of the individual files that you selected. A released item is added to the end of the list of queued items.
   - Click to move the selected items to the top of the list.
   - Click to move the selected items up one level in the list.
   - Click to move the selected items down one level in the list.