

# About outputting to a file

When you select the **Overwrite Existing Files with Same Name** check box in the **Processed File Options** section of output process templates, the old file is overwritten in all cases.

When the **Overwrite Existing Files with Same Name** check box is cleared, the file naming scheme described below is used.

When you output a file the second time, the older file is renamed with the addition of a version number, and the new file takes on the original name of the first file. Subsequent output causes the version numbers of all old files to be incremented by one number (to a maximum of nine old versions). The effect of this constant renaming is that, regardless of the number of times you output the same information in the same way, the most recent file is always named the same and the oldest file contains the highest version number.

## Examples

In the following examples:

- **1A** is the signature and surface number (for loose page output this is always 1A) .
- **C** is the color (CMYK for composite; GRAY for grayscale; and one of C, M, Y, or K for a separation).
- **<ext>** is the appropriate three-character extension for the file type, for example, .JPG, .VPS, .TIF.
- **.1.** is the version number (up to a maximum of .9).
- **\*** indicates the oldest file.

Output #	Loose Page Results
First	<page name>.1A.C.<ext>
Second	<page name>.1A.C.<ext> <page name>.1A.1.C.<ext>*
Third	<page name>.1A.C.<ext> <page name>.1A.1.C.<ext> <page name>.1A.2.C.<ext>*
Output #	Imposition or Final Results
First	<job name>.1A.C.<ext>
Second	<job name>.1A.C.<ext> <job name>.1A.1.C.<ext>*
Third	<job name>.1A.C.<ext> <job name>.1A.1.C.<ext> <job name>.1A.2.C.<ext>*