


Starting a process

You can run a process on one or more jobs from Job Finder, a single job from Job Manager, or selected files from Job Manager.

1. Select the files or jobs that you want to affect:

To Affect	Do This
One or more jobs	In Job Finder, select the jobs.
One job	In Job Manager, click the Job  button. Note: The Job button applies only to export and storage processes.
Specific files in a job	In Job Manager, select the files from the Pages, Signatures, Separations, or Storage view.

2. Choose the process template:

If You Are In	Do This
Job Finder or Job Manager	Right-click the selection, and using the cascading menus, select the process template.
Job Finder or Job Manager	From the Process menu, using the cascading menus, select the process template.
Job Manager	Drag the selection to the Process Templates pane, and drop it on the process template.
Job Manager	In the Process Templates pane, right-click the process template and select Start Processing .

Note: The only process templates available are the ones that apply to your selection. Process templates that do not apply are unavailable.

3. In the Start Process dialog box, modify the options as desired.
When you submit a job to a digital device, the Start Process for Digital Printing dialog box is displayed.
4. If desired, modify the process template before starting the process by clicking **Edit Process Template**, modifying the process template, and clicking **OK**.
5. Click **OK** to begin processing.

The Process Info dialog box appears if **Show Process Info Window When Process Is Created** is selected in the Prinergy Workshop Preferences dialog box.