## Saving a script

- 1. In Proofer Viewer, click the **Maintenance** button.
- 2. Click the **Service**
- 3. In the **Service Tree**, navigate to **Scripts > Scripts**.
- 4. Either load an existing script (click **Load Script**) and edit it in the Top Script window, or write a new script in that window.
- 5. Click **Save Script**. If you modified an existing script, make sure to change the name so that you don't copy over the existing script.