Activity 8: Customize Evo workflows with a template palette

Who should complete this activity

- Prepress operators

- System administrators

Why you should complete this activity

The template palette allows you to access multiple process templates in one location. This activity helps you use the template palette to plan and organize your most common workflow steps.

In this activity you will consider the benefit of using a set of standard process templates that suit most of your work. Once configured, a template palette enables you to drag files from mounted volumes on Prinergy Evo Client computers to the template palette for processing. You may decide to have one template palette that contains all of your frequently-used process templates, or you may decide to have several template palettes.

Recommended reading

Prinergy Evo Workflow Client user guide for your version of Prinergy Evo Workflow software. Search for:

- Creating and configuring template palettes
- What are my default process templates
- Review Activity 1
- Review Activity 3

Time required to complete this activity

10-15 minutes

What you'll learn

You will learn how to configure a template palette to organize and automate workflow steps for your production work.

What you'll need

For this activity, you must identify and create process templates to suit your workflow requirements.

If you want to test the template palette, you can go to the **Activity 08** folder and submit this file: `Sales Flyer.ps`

What you'll do

You will create a template palette to organize the process templates you use most frequently.