

# Activity 10: Automate your workflow using hot folders

## Who should complete this activity

- Prepress operators
- Prepress managers
- System administrators

## Why you should complete this activity

Creating hot folders is one way to automate workflow management. Use hot folders to automatically process input files. You may have more than one hot folder for submitting input files.

This activity introduces you to automating your Prinergy Evo workflow using hot folders. You have already used hot folders to submit files for automatic refine or output. This activity will provide you with a chance to create a hot folder workflow that will automatically refine and output.

## Recommended reading

[Prinergy Evo Workflow Client user guide](#) for your version of Prinergy Evo Workflow software. Search for:

- Creating hot folders
- Configuring Prinergy Evo for refine and output
- Creating a refine to PDF process template

## Time required to complete this activity

15-25 minutes

## What you'll learn

You will learn how to configure an automated workflow using Prinergy Evo hot folders. This workflow will allow you to drag a file into a hot folder from your desktop so Prinergy Evo will automatically refine the file and create a PDF, then automatically output a virtual proof.

This automation functions by connecting two hot folders (and therefore two process templates) in sequence. The processed file from the Refine process template will be submitted automatically to an output PDF process template.

## What you'll need

- Find or create a hot folder that is connected to a process template that will output preview files.
- Find or create a refine process template.
- In the location to which you extracted the activity files, find the **Activity 10** folder and this file: `Type Brochure.ps`

## **What you'll do**

First, you will locate an existing output hot folder or create a new one, like that created in Activity 2. This output hot folder should be associated with an output process template that creates Prinergy Virtual Proofing System software preview files.

Next, you will modify the settings in a refine process template and save it as a new process template. This refine process template will send processed files to an output hot folder. This means PostScript or PDF files submitted to this refine process template will be refined, then automatically sent to the output hot folder for further processing into a proof.

Next, you will create a refine-and-proof hot folder and associate it with the new refine process template. Any file dropped into that hot folder will automatically initiate refine, then output to proof.

Finally, you will test this workflow. You will submit a supplied PostScript file to the new refine and proof hot folder. You will monitor the processes as the file is refined then proofed. You will then retrieve the completed preview file and proof the file on screen.