

Splitting a document

To split the total number of copies of a document that you need to print between two or more digital presses:

1. Select a document that has a **Ready to Print** or **Planned** status.
2. Select **Document > Split**.
3. In the Split dialog box, select the required information, and click **Split**.

An additional document (digital print job) appears in the document view window for each additional press specified.