## Using work types for Prinergy jobs

Adding job-specific work types (red text)

You cannot use the Work Type Editor to add a work type to a specific Prinergy job. Job-specific work types can be added only by editing a standard work type in Prinergy Workshop or in InSite.

- In Prinergy Workshop, you can add a job-specific work type when you start a process by clicking **Edit Work Type**.
- In InSite, a work type is added automatically when a user requests a correction for a specific page in Smart Review.

For details, see the applicable user documentation.

Using Workshop to customize work types for jobs

Prinergy Workshop includes a **Work Type** list in the various Start Process dialog boxes, which operators can access for customizing work types for a job.

Before you can customize the work types for specific jobs in Prinergy Workshop, the Prinergy server must be restarted at least once after Business Link is installed.

**Note:** The **Work Type** list is visible only if the **Prepress Workflow Connector** is communicating with the Prinergy system and only if you start a job from Job Manager in the Prinergy software. The **Work Type** list is not visible from Job Finder.

Prinergy operators typically select from predefined work types, and they can also customize the **Alteration Chargeable** and **Rework Chargeable** work types on a per-job basis. For each custom work type, they can specify the name of the person who approved the work type and provide a description, such as why, when, and how the change request was made.

- 1. In Prinergy Workshop, start a job process.
- 2. In the Start Process dialog box beside the **Work Type** list, click **Edit**.
- 3. In the Manage Work Types dialog box, select the work type category that describes how to charge for this job (**Alteration Chargeable** or **Rework Chargeable**), and click **Add**.
- 4. In the Edit Work Type dialog box, optionally use the **Description** box to provide more information about why a change is being made.
- 5. In the **Approved By** area, type information about who authorized the alteration or rework, and click **OK**.

Troubleshooting unavailable work types in Prinergy

If you cannot select a work type in Prinergy after configuring the work types, it might be because either the Prinergy or the Business Link server is not running.

- 1. If you did not restart the Prinergy server after installing Business Link, start the Prinergy software on the primary server now.
- 2. If Business Link is not running, start the Business Link server again: **Start > Programs > Kodak > Prinergy Business Link > Start Server**.
- 3. If Business Link is running and work types are still not available, check the log files. If they indicate an error condition, contact a service representative.