

How the system finds job info sheets

The system selects which job info sheet to display by searching folders in the following order:

1. The job folders for either of the following:

- A new customized job info sheet, if no user has made any updates:

\\<JobServer>\Jobs\<JobName>\Control\UserConfig\JobInfoSheet

Note: You can replace these files with job info sheets customized for this job.

- The latest version of the job info sheet for this particular job:

\\<JobServer>\Jobs\<JobName>\Control\VersionedJobInformationSheets\<Vers:

Each time a user edits a job info sheet, a new version is placed in the
VersionedJobInformationSheets folder.

2. The job template folder (if applicable) for either of the following:

- A new customized job info sheet, if no user has made any updates:

\\<JobServer>\Jobs\<JobTemplateName>\Control\UserConfig\JobInfoSheet

Note: You can replace these files with job info sheets customized for these types of jobs.

- The latest version of the template's job info sheet:

\\<JobServer>\Jobs\<JobTemplateName>\Control
\VersionedJobInformationSheets\<VersionID>

Each time a user edits a job info sheet, a new version is placed in the
VersionedJobInformationSheets folder.

3. The job info sheet Default folder:

\\<PrepressPortalServer>\PrinerogyWebRoot\RUser\custom\JobInfoSheet\Default

This folder is available only if you created a customized job info sheet for use with all Prepress Portal jobs.

4. The job info sheet Examples folder:

\\<PrepressPortalServer>\PrinerogyWebRoot\RUser\custom\JobInfoSheet\Examples\D

This folder contains the sample job info sheets that shipped with the system.