

# Pre-jobs

A pre-job is similar to a job but is used when you want to store elements that are used in more than one job.

Pre-jobs are useful in these ways:

- To automatically create jobs by dropping exported jobs into pre-job hot folders  
You create a pre-job with hot folder that is linked to an import process template. When you drop exported jobs (with a **.zip** extension) into the hot folder for the pre-job, Prinergy automatically creates a job. The job is at the root of the server on which the pre-job exists, and has the same name as the exported job.
- As a place to collect elements that are used in many jobs, such as logos  
When you want to use these elements in a job, you point the image paths from the job to the pre-job folders where the items are stored.  
For example, if you produce a magazine for the same customer every month, you may want to reuse an image search path. To do this, create the pre-job, and then set the image search path to a folder containing the customer's logo and other frequently used images. Then when you create a new job for the customer, copy the image search path from the pre-job. The new job can then access the same images.
- By customers using Prepress Portal to upload files  
For more information see your Prepress Portal documentation.

We suggest that you create a pre-job on each of your job servers, so you can make use of the pre-job feature on each of your servers.

**NOTE:** RBA object/array defined for **Jobs** will appear as null for **Pre-Jobs** and as a result, either the Rule Set would crash or no report would be generated.