

Renaming jobs and pre-jobs

1. In Job Finder, select the **Jobs** view to rename a job or the **Pre-Jobs** view to rename a pre-job.
2. Select the job or pre-job.
3. From the **File** menu, select **Rename Job**.

Note: Rename Job is not available if any processes are occurring on the job's elements.

4. In the Rename Job dialog box, type the new name, following the naming requirements.
5. Click **Rename**.

If the job is open in Job Manager, the name change does not take effect in Job Manager until you close and reopen the job.