

About adding files to a hot folder

Note: This topic is about job hot folders. If you want to work with smart hot folders, see [Smart hot folders](#).

When you add files to a hot folder, the result depends on the type of files and the type of hot folder:

- Adding input files to an add-only hot folder:
Input files appear in the **Input Files** pane.
If you drop a file a second time, the new file overwrites the existing file if both files have the same name.
- Adding files to a hot folder linked to a Refine process template:
Input files appear in the **Input Files** pane.
Prinergy processes the input files into PDF pages, which appear in the **Pages** pane.
If you drop a file a second time, the new file overwrites the existing file if both files have the same name. The new file is processed again if the number of pages in the old and new file are the same.
- Adding an export to a hot folder linked to a ImportAll process template attached to a pre-job:
Prinergy creates a job with the same name as the zip file, and adds files from the export to the job.
- Adding a partial export to a hot folder linked to a ImportIncremental process template:
Prinergy adds the files from the partial export to the job. If the name of an imported signature matches the name of an existing signature, Prinergy adds an "01" suffix to the imported signature.
- Adding an imposition plan to a hot folder linked to an Import process template:
The imposition plan appears in the **Imposition Plans** pane.
- Adding files to a hot folder linked to a workflow template:
The results of the import and refine processes are identical to those listed above.
For the output process template, the files are sent to the specified output device.

Supported file formats

You can add the following types of files to hot folders:

- Single-file format: PostScript, EPS, PDF
- Multi-file format: DCS 1, DCS 2, TIFF/IT
- Job and imposition: JT, ZIP

Re-dropping a file into a hot folder

You can re-drop a file into a hot folder; the new file overwrites the existing file if they have the same name. You can also successfully re-refine the new file as long as the number of pages in the old and new files are the same. If the number of pages differ, Prinergy stops the refine process and reports an error.