

Workflow Template Editor

Note: The window title lists the processes that are included in the workflow template.

Type

Select a check box for each type of process templates that you want to include in the workflow template.

Group

Select the process template group that you want for each process template **Type** check box that you selected.

For loose page output, expand the group and select the required process template. Click **Add** to add it to the **Process Template** list. Repeat as many times as required. (Each process template runs in parallel, so there is no need to order the loose page output process templates.)

Process Template

Select the process template that you want in this workflow template. The list displays the available process templates in the group selected in the **Group** list.

For loose page output, you can choose multiple process templates. In the **Group** list, expand the loose page output process template group and select the required process template. Click **Add** to add it to the **Process Template** list. Repeat as many times as required. (Each process template runs in parallel, so there is no need to order the process templates.)

To remove a loose page output process template from the **Process Template** list, select it and click **Remove**.

Edit

Click this button to edit the process template selected in the **Process Template** list.

Important: When you edit the settings in a process template, the changes affect all workflow templates that reference the process template. The workflow template contains references to the process templates, not copies of the process templates.

Add

This button only appears in workflow templates with loose page output process templates.

Adds the selected loose page process template to the workflow template. Expand the **Group** list, select the loose page output process template, and click **Add**. The process template appears in the **Process Template** list.

You can add as many loose page output process templates as you want. Each process template runs in parallel, so there is no need to order the process templates.

Remove

This button only appears in workflow templates with loose page output process templates. Removes the selected loose page output process template from the workflow template. In the **Process Template** list, select the loose page output process template and click **Remove**.