

To start a process

1. Select the files.
2. Drag the selection to the **Process Templates** pane, and drop it on the process template.
Tip: You can also right-click the selection, and using the cascading menus, select the process template. Or you can right-click the process template in the **Process Templates** pane and select **Start Processing**.
3. In the Start Process dialog box, modify the options as desired.
4. If desired, modify the process template before starting the process by clicking **Edit Process Template**, modifying the process template, and clicking **OK**.
5. Click **OK** to begin processing.