

Smart hot folders

Smart hot folders are global hot folders that automatically process source files. Smart hot folders can:

- Create a new job based on a template job and name the new job according to the name of the source file.
- Move the source file to an existing job's hot folder for processing, a job-relative location (such as UserDefinedFolders) or any location on a mounted server or volume.
- Rename the source file to change a customer's file names to conform to your file naming conventions, or to conform to another smart hot folder's file naming patterns or to move a file to more than one job hot folder.
- Move a source file to one or more locations on any mounted volume.

You can also combine any of these actions within one smart hot folder. For example, you can create a smart hot folders that will perform the following combined actions:

- Create a job based on the source file name and process the file immediately within the new job's hot folders.
- Create a job based on the source file name, process the file, and move it to another location.
- Create a job based on the source file name, process the file, and rename the file while moving it to another location.

- [To create smart hot folders](#)