

You can set up an e-mail link to the pages in a job that doesn't require the user to have a Prepress Portal account. The Secure Link feature opens a view directly into the pages that you want the user to review or approve.

Requirements: Your job role must include the Create Secure Link right.

1. In the **Jobs** area, select the name of the required job.
The job's pages appear.
2. Click **Secure Link**.
3. In the **Display** list, select how the pages will display when the user first clicks the e-mail link. For example, you can have them appear in gallery view, in Preview (where the user can flip pages) or in Smart Review (for full review capabilities).

Note: If the **HTML gallery**, the **File Downloader**, or the **File Uploader** option is selected and the secure link e-mail is redeemed on an iPad, a message appears indicating that these options cannot be opened in the InSite iPad application.

The Create Secure Link window now contains the following options:

- The **File Downloader** option—Secure links created with this option selected enable the user to download any files that have been uploaded to the job.
- The **Download Page Proofs** option—Secure links created with this option selected enable the user to download proof (low-resolution) files.

Note: The **Download Page Proofs** option is available only when the selected **Display** option is **HTML Gallery**.

4. If you want the user to be able to review or approve pages, in the **Rights** list, select **User can review pages** or **User can approve pages**.
5. Set a password that the user must enter to access the pages.
Send the password to the user in a separate e-mail; do not include it in the secure link e-mail message.
6. In the left pane, select **Email Setup**.
7. Type the e-mail addresses of the users that you want to receive a secure link, the subject of the e-mail, and a short message.
8. Click **Create**.