

# User Settings

Administration > Settings

**Availability:** all versions

An essential part of using the Workflow is establishing the settings which will ultimately affect the performance, fluidity and functionality of your print production. Learn more in this article,

- Which **areas** have default settings
- What **options are available** and **what they do**
- What are **recommended** settings are in connection to your preferred working methods

## 1. Sense and Purpose

Before you start using the Workflow, take a moment to think about the different options available under the **settings options**. The options you choose are used as a basis for the calculation of a myriad of operations within the Workflow. A subsequent change of the options under the **Color Management** tab may cause you to repeat the process of creating a Color Setup (profile) for example. On the other hand, there are other options that can be changed at any time, as they are only used to display information within the Workflow.

Please read this article carefully and make some informed decisions in advance, as these choices will allow you to experience a seamless and more productive way to achieve your desired results.

## 2. Available Options

Basic operation settings in the Workflow can be defined under the **Administration > Settings** menu. Options are grouped thematically in individual tabs. The tabs *General*, *Color Management*, *Impose Editor*, *Preflight & Fixup*, *Color Books & Grid Charts*, *Tagging and Process Steps* are available.

## 2.1. »General Settings« tab

Here you can determine how information should be displayed in Workflow, which Rendering Engine should be used for the RIP, as well as details concerning the rendering process such as how print data is transferred to the printer. The General tab has the two panels called **General Settings** and **Display Options**.

**Figure 1:** The *General* tab with two panels: *General Settings* and *Display Options*

The screenshot shows the PMS Settings interface with the General tab selected. The interface is divided into two main panels: General Settings and Display Options.

**General Settings Panel:**

- Minimize Submenus:** Checked (indicated by a red 1).
- Debug Mode:** Unchecked (indicated by a red 2).
- Hide Stacktrace alerts:** Unchecked (indicated by a red 3).
- Extended View:** Unchecked (indicated by a red 4).
- Truncate mode for Job Name:** Set to END.
- Job Name length:** Set to 25.
- Print Item Download Name:** Set to File Name.
- Queue Backlog:** Set to 48 Hours.
- Show Messages:** Checked.
- Timeout:** Set to 2000 Milliseconds.
- RIP Settings:**
  - Render Engine:** Harlequin Host Renderer.
  - Default Batch Size:** Set to 10.
  - RIP Performance:** Set to Render a single Job faster.
  - Create Render Files Locally:** Unchecked.

**Display Options Panel:**

- Unit:** Millimeter (mm).
- Unit format:** 1.234,00 (DE).
- Currency:** €.
- Date format:** MM/DD/YYYY. Current date: 08/05/2020.
- Time format:** h:mm:ss A. Current time: 2:54:16 PM.
- Box Options:**
  - Use Bleed from PDF:** Checked.
  - Expected Bleed:**
    - Left: 3 mm
    - Right: 3 mm
    - Top: 3 mm
    - Bottom: 3 mm
  - Default ImageBox:** TrimBox.

### General Settings

The following options are available under the *General Settings* panel:

**Collapse Sidebar Menu [1]** – By activating this function, the respective submenus in the [standard view](#) of the menu bar are closed again after a submenu has been unfolded. As soon as another submenu is opened, the page is changed or reloaded. This function only occurs if the default view of the menu bar is activated. If the [thumbnail view](#) is selected, the submenus are always displayed completely and then closed again.

**Recommendation:** If you are using a smaller the monitor when working with the Workflow, you should activate this option.

**Debug Mode [2]** – If this checkbox is activated, a debug button appears in the Action Bar next to the logoff function, where debug information can be viewed, and additional information is displayed in many dialogs, which is useful for troubleshooting.

Recommendation: Disable this option in your daily work.

**Hide Stacktrace [3]** – In the event of a program crash or other serious errors in the Workflow, data is stored in a stack that provides an indication of the cause of the crash and is displayed immediately after the error occurs. The error message with the stack trace is no longer displayed when the checkbox is activated. The option is deactivated for testing the software in order to quickly send the contents of the stack in a ticket to development.

Recommendation: You should activate this option in your daily work. However, if you want to send error messages to our development team, you should deactivate the checkbox and provide a detailed description of the error and what caused it. This will help the development team to reproduce these bugs and to correct the error.

**Extended View [4]** – By activating this checkbox, additional options are displayed in various situations. Examples are:

- In the menu bar under **Administration** two further submenu items: [Messages](#) and [Master Data](#) are added. More information about these menu items can be found in their respective articles.
- When creating a [Profile Template](#), an additional tab called **Advanced** is displayed.
- Two additional options are displayed in the **General Settings** area of the General tab (see Figure 2).

Recommendation: This option should normally be deactivated for daily activity. Activating this option may be useful for Workflow administrators.

**Figure 2:** The *General Settings* panel under the *General* tab with *Extended View* enabled.

**Copy to Printer Mode [5]** – Allows you to specify the preferred method for transferring rendered print data to the printer. You can choose between two methods:

1. **Direct from Renderer to Printer (fastest)** – This allows you to copy files that have already been rendered directly to the printer using the copy function of the operating system.
  - Advantage: The entire RIP process is very fast and the local hard disk is not filled with render data.
  - Disadvantage: The rendered data must be copied from the print job to the printer in case of troubleshooting.
2. **Route through Workflow-Server and Save Copies (slower)** – This means that the rendered files for the production job are saved locally and only transferred to the printer via a service implemented in the Workflow after the saving process has been completed.
  - Advantage: The rendered files are saved to the production job and can also be quickly loaded there via the Workflow for troubleshooting.
  - Disadvantage: The entire rendering process can be quadrupled in terms of time and the Workflow hard disk will be filled up faster. You can alleviate this by setting up [routines](#).

Recommendation: Always select **[1]** Copy directly from the render engine to the printer (fastest). The other option should only be activated for troubleshooting and should be reset afterwards.

**Number of pages to save [6]** – This option applies only when the option [2] **Route through Workflow-Server and Save Copies (slower)** is selected in Render mode. The number entered then determines how many pages of a multi-page print job should be saved locally.

**Truncate Mode for Job Name [7]** – The name for the production job is always created in a job ticket, which is sent to the printer, according to a selected syntax - `production job name _Job-ID_consecutive number`. This ensures that a print job can be displayed 100% uniquely on the printer. This syntax can result in very long print job names that cannot be displayed in their entirety in the user interface of the printer software. You can use this option to choose from three truncate modes:

- **MIDDLE** – the print job name "My very long production job name 01\_1234\_709" would be "My\_very\_la...\_01\_1234\_709" if limited to 32 characters.
- **END** – the print job name "My very long production job name 01\_1234\_709" would be "job name 01\_1234\_709" if limited to 32 characters.
- **START** – the print job name "My very long production order name 01\_1234\_709" would be "My very long product" if limited to 32 characters.

Recommendation: Select **MIDDLE** preferably, so that you can recognize the beginning and the end of the print job name.

**Job Name Length [8]** – Enter the maximum displayed length of the print job name to be truncated.

Recommendation: The number must be selected on the printer depending on the version of the user software used. Check which length is optimal for unambiguous identification of the print job. Restricting to 32 characters has so far proven to be an effective solution.

**Default RIP [9]** – Two rendering engines are available in the Workflow, which can be selected depending on the license:

- **Standard** – This is based on the Adobe PDF Library, which is available in Adobe Acrobat Pro, among others. The engine is available as standard in every Workflow. The processing speed is sufficient for simple production jobs in the label and traffic sign environment, for large format, textile and corrugated board as well as for all print jobs for variable data the processing speed may not be sufficient.
- **Harlequin Host Renderer** – This is based on Global Graphics' HHR.dll. This rendering engine requires an additional license. Depending on the print job, the processing speed can be increased by a factor of 1000.

Recommendation: If a HHR license has been purchased, this option should be selected.

**Queue Backlog [10]** – Specify how long entries should be displayed in the Activities window.

Recommendation: The default value is 48 hours. If, however, you still want to see the entries from last Friday at the start of the week, you should enter 36 hours or more.

**Show Messages [11]** and **Timeout [12]** – In order to give the user feedback on the processing of orders, configuration changes, etc., the Workflow displays status messages for certain activities. Here you can select whether these messages should be displayed and, if so, how long they should be visible on the screen.

Recommendation: Those who work a lot in the Workflow could be annoyed by the messages after a short time. If this is the case with you, we advise not displaying these messages.

### Display Options

Normally, currencies, number formats, date and time formats are automatically adopted by the basic settings of the browser used or the underlying operating system. However, since many users work with English versions in practice, a derivation may not always be appropriate. For this reason, a separate area is available in which everyone can select their preferred display of Units, Currency, etc.

**Figure 3:** The *Display Options* panel under the *General* Tab.

Display Options		
Unit	Millimeter	13
Unit Format	1.234,00 (DE)	14
Currency	€	15
Date Format	04/01/2019	16
Time Format	HH:mm:ss 13:37:22	

The following options are available under this panel:

**Unit [13]** – This option allows you to select your preferred unit of measurement. As soon as you change the unit, all relevant data will be converted to the desired unit and the display is updated. Currently, you can choose between the measurement units points, millimeters, centimeters and inches.

**Unit Format [14]** – This option allows you to select your preferred number format in terms of separators for numbers that contain more than three digits and decimal points as well as the number of decimal places.

**Currency [15]** – This option allows you to select your preferred currency. Only the output of the relevant data (e.g. ink prices) will be changed to the desired choice. It is important to note that there is no exchange rate conversion. Currently you can choose between the currencies Euro €, Dollar \$, Yen ¥, Pound £, Swiss Francs CHF and Złoty zł

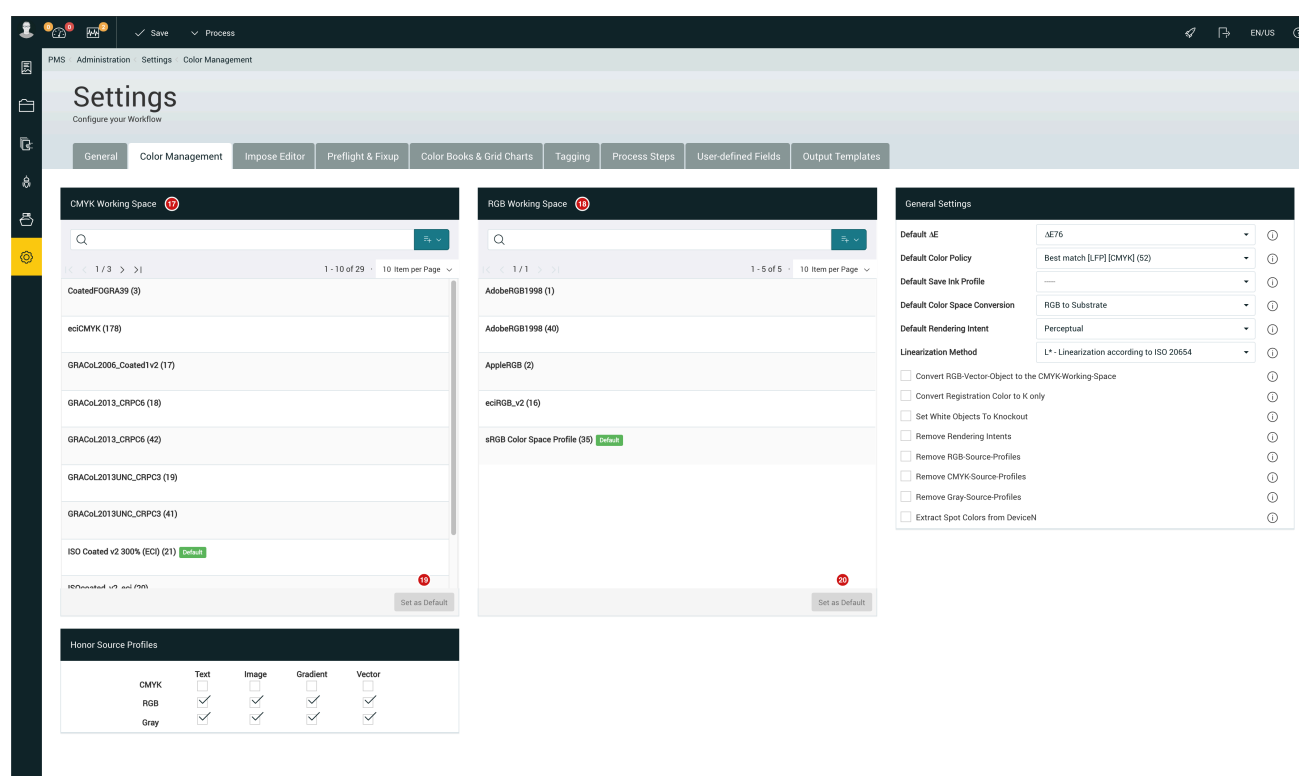
**Date/Time Format [16]** – In these sections you can select the format to be used for displaying the time and date. Select from the offered schemes - date and time information will be displayed accordingly.

Recommendation: Choose settings that match your needs. Please let us know, if specific units or currencies should be implemented.

## 2.2. Color Management

Here you can determine which CMYK and RGB color profiles should be applied to the working color space and which default values should be used for color conversion in the output but also when checking in print data.

**Figure 3:** The *Color Management* tab with the three settings panels: *CMYK Working Space*, *RGB Working Space* and *General Settings*



### Working Color Space for CMYK / RGB

A working color space is a transition color space used to define and edit color in applications. For each color space (RGB, CMYK, Grayscale, Lab), which is used in an application, it is possible to set separately which working color

space profile is expected for print data. While uploading print data, all color spaces are checked against the embedded working color spaces and any errors are displayed as a warning. In order to correctly map calculation of unmarked colored objects in a print file, a working color space profile must be set for each color space.

**Working Color Space for CMYK [17]** - Select the color profile from the list that is set system-wide for CMYK in all graphical applications in production and click **Set as Default [19]**.

Recommendation: For Europe and Asia the most common profiles are ISO Coated v2 with all its variations and the newer PSO Coated v3 (FOGRA 52). For the American market, on the other hand, a GRACoL variant should be selected.

**Working color space for RGB [18]** – Select the color profile from the list that is set system-wide for RGB in all graphical applications in production and click **Set as Default [20]**.

Recommendation: If your customers come from a professional or semi-professional environment, we recommend choosing AdobeRGB 1998. If your customers are more from the private sector, the sRGB Color Space Profile is certainly the better choice.



#### It is essential to set the Working Color Spaces before profiling.

Since a working color space is a transition color space that is used to calculate color conversions into the output color space, this »intermediate color space« should already be established during profiling, since all color conversions refer to the transition color space currently found at the time of profiling. A subsequent conversion of the working color space to CMYK would require a new calculation of the output profiles.



#### Does changing a Profile affect existing print data?

A change to the profiles in the working color space has no effect on Orders or Production Jobs that are already in the Workflow. It only affects the creation of new Orders or Production Jobs.

## General Settings

Under the **General Settings** panel, specify how color should to be interpreted for display or check-in of print data.

**Figure 4:** The *General Settings* panel found under the *Color Management* tab.



General Settings		
Default $\Delta E$	$\Delta E76$	21
Default Color Policy	Best match [LFP] [CMYK] (52)	22
Default Save Ink Profile	---	23
Default Color Space Conversion	RGB to Substrate	24
Default Rendering Intent	Perceptual	25
Linearization Method	L* - Linearization according to ISO 20654	i
<input type="checkbox"/> Convert RGB-Vector-Object to the CMYK-Working-Space		26
<input type="checkbox"/> Convert Registration Color to K only		27
<input type="checkbox"/> Set White Objects To Knockout		28
<input type="checkbox"/> Remove Rendering Intents		i
<input type="checkbox"/> Remove RGB-Source-Profiles		i
<input type="checkbox"/> Remove CMYK-Source-Profiles		i
<input type="checkbox"/> Remove Gray-Source-Profiles		i
<input type="checkbox"/> Extract Spot Colors from DeviceN		i

The following options are available under the General Settings panel:

**Default  $\Delta E$  [21]** – The overview page of a Print Item displays, among other things, all the Spot Colors it contains. As there may be deviations in the output of Spot Colors in digital printing, you can choose between two methods -  $\Delta E76$  and  $\Delta E00$  - to specify the degree of deviation - Delta E.

Recommendation: When you talk to suppliers and customers about Delta E values ( $\Delta E$ ), the term  $\Delta E76$  is used in most cases. Select this entry. A switch to  $\Delta 00$  can be made at any time without encountering problems.

**Default Color Policy [22]** – In order to be able to calculate all *Delta E values* or for example ink consumption for the Print Item after uploading print data under the **Article** menu, a default must be set up on the basis of which values can be calculated until it has been determined on which Substrate the job should be printed on. The selection of the Color Policy in this option corresponds to the default value that is automatically assigned when Articles are uploaded.

Recommendation: Select a Color Policy that represents the combination of the most frequently used *Substrate* and the most frequently used *Color Configuration* (CMYK / CMYKcm / CMYK-OVG).

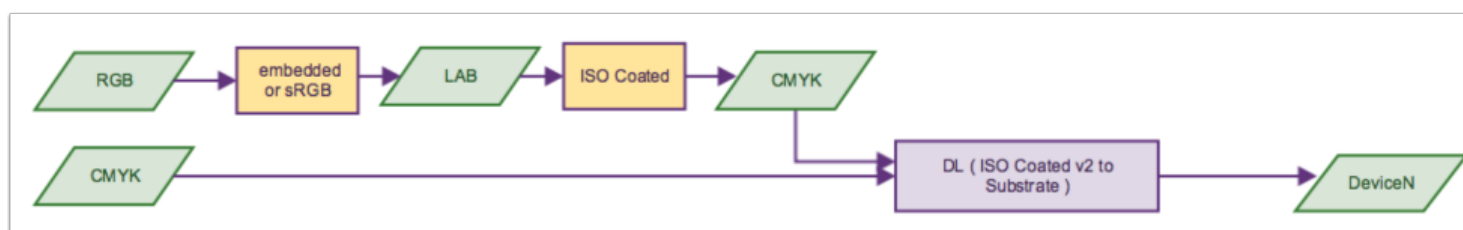
**Default Save Ink Profile [23]** –

Recommendation:

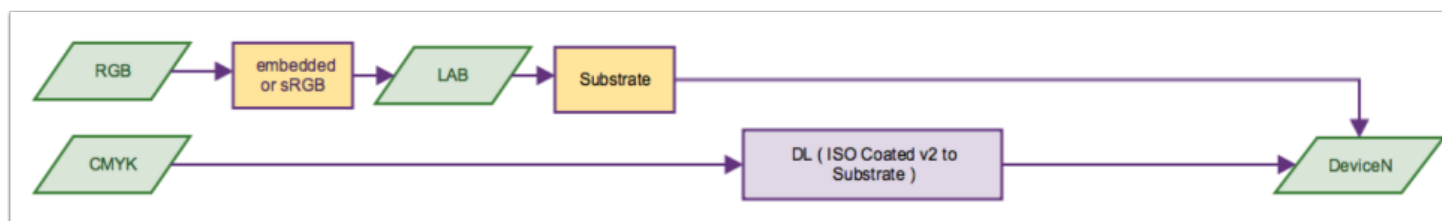
**Default Color Space Conversion [24]** – In practice, there are basically two ways to calculate Color Space. One way tries to reach/simulate the Color Space set in the Working Color Space for CMYK in the output, the other way tries to use the full color spectrum, which is possible in digital printing through light or [gamma expanding colors](#).

Recommendation: Select a CMYK Working Color Space to convert all print data to the selected Working Color Space before converting them to the printer's output Color Space. Select **RGB to Substrate** to directly convert the print data to the printer's output Color Space. The selected method in *Default Color Space Conversion* is only a default. You can change the *Default Color Space Conversion* method in the *Send to Printer* dialog at any time.

**Figure 5:** A schematic representation of the color conversion *CMYK Working Color Space*



**Figure 6:** Schematic representation of the color conversion *RGB to Substrate*



#### Only useful for RGB data

As you can see from Fig. 6, choosing RGB to Substrate only makes sense if **RGB objects** are actually present in the print data. If there are only CMYK objects in the print data, no differences can be detected in the output, no matter which Default Color Space Conversion you choose.

**Default Rendering Intent [25]** – Choosing a Rendering Intent is very important for the output. There are four [Rendering Intents](#) to choose from:

- **Perceptual** – This color gamut adjustment causes the best possible adjustment of the source color space to the target color space. The colors of an image are mapped to the target color space in such a way that all colors are changed slightly to make room for the colors outside the displayable color space. All in all, the color space is

compressed in such a way that as many colors as possible that can be distinguished before the transformation remain distinguishable afterwards.

- **Relative Colorimetric + BPC** – The relative colorimetric color range adjustment works like the absolute colorimetric rendering intent, but here the white point of the source color space is adjusted to the white point of the target color space, and all printable colors are repositioned relative to the new white point (light white).
- **Absolute Colorimetric** – Absolute colorimetric color gamut adjustment ensures that all colors within the target color space, including the white point (paper white is simulated), are reproduced identically. All colors outside the target color space are moved to the edge of the color space in the direction of paper white; they are cut off.
- **Saturation** – Saturation-maintaining color gamut adjustment shifts non-printing colors to the next saturated hue. Shifting does not move toward the white point, but toward hue saturation. This rendering intent is therefore ideal for the conversion of business graphics.

Recommendation: In practice, **Relative Colorimetric + BPC** is selected by default, as this enables very saturated colors in the color output in combination with clear gradations in the lights and depths. This prevents "losing detail in the dark tones". **Perceptive** is also a popular option in practice. The color space compensation of this rendering intent is opposed by the reduction of more saturated colors.



**Only available in conjunction with Harlequin Host Renderer**

Note that the options **Default Color Space Conversion** and **Default Rendering Intent** can only be selected for the rendering engine HHR in the print dialog. When using the *Standard Rendering Engine*, CMYK Working Color Space and Relative Colorimetric + BPC are used by default.

**Convert RGB Vector Objects to the CMYK Working Space [26]** – By activating this correction, all RGB vector objects are converted to the CMYK working color space at check-in. Use this Fixup for PDF files created with Microsoft Office applications, because this conversion converts the color red in RGB (255/0/0) to a pure CMYK red (0/100/100/0), green in RGB (0/255/0) to a pure CMYK green (100/0/100/0), blue in RGB (0/0/255) to a CMYK blue (100/100/0/0), and therefore converts all nuances of the pure colors accordingly.

Recommendation: Do not activate this checkbox, as the RGB vector objects shouldn't be converted automatically during check-in.

**Convert Registration Color to K Only [27]** – Activate this correction to convert the registration mark color used for [registration marks](#) or other vector objects to 100% Black (K) at check-in.

Recommendation: The output of objects colored with fiducial mark colors leads to a large amount of ink application in digital printing. If you want to prevent this automatically, you should activate this checkbox. Please note, however, that this may cause vector objects that have been mistakenly colored as deep black by the graphic designer with the fiducial mark color to appear in the print data with only 100% K, and the effect of deep black can therefore no

longer be achieved. For all users who have a close look at each print file, the checkbox should not be activated, since a subsequent conversion of the fiducial mark color to 100% can be initiated manually via a Fixup.

**Set White Objects to Knockout [28]** – Activate this correction to set all overprinting white objects to "Knockout" at check-in. Note that this correction does not affect "White", which was created as an overprinting Spot Color for overprinting or underprinting for digital printing.

Recommendation: Always activate this checkbox, as overprinting white text, lines or areas do not make sense in printing and can therefore only be an error in data creation. The data creator should actually confirm the correction carried out by means of a correction proof.



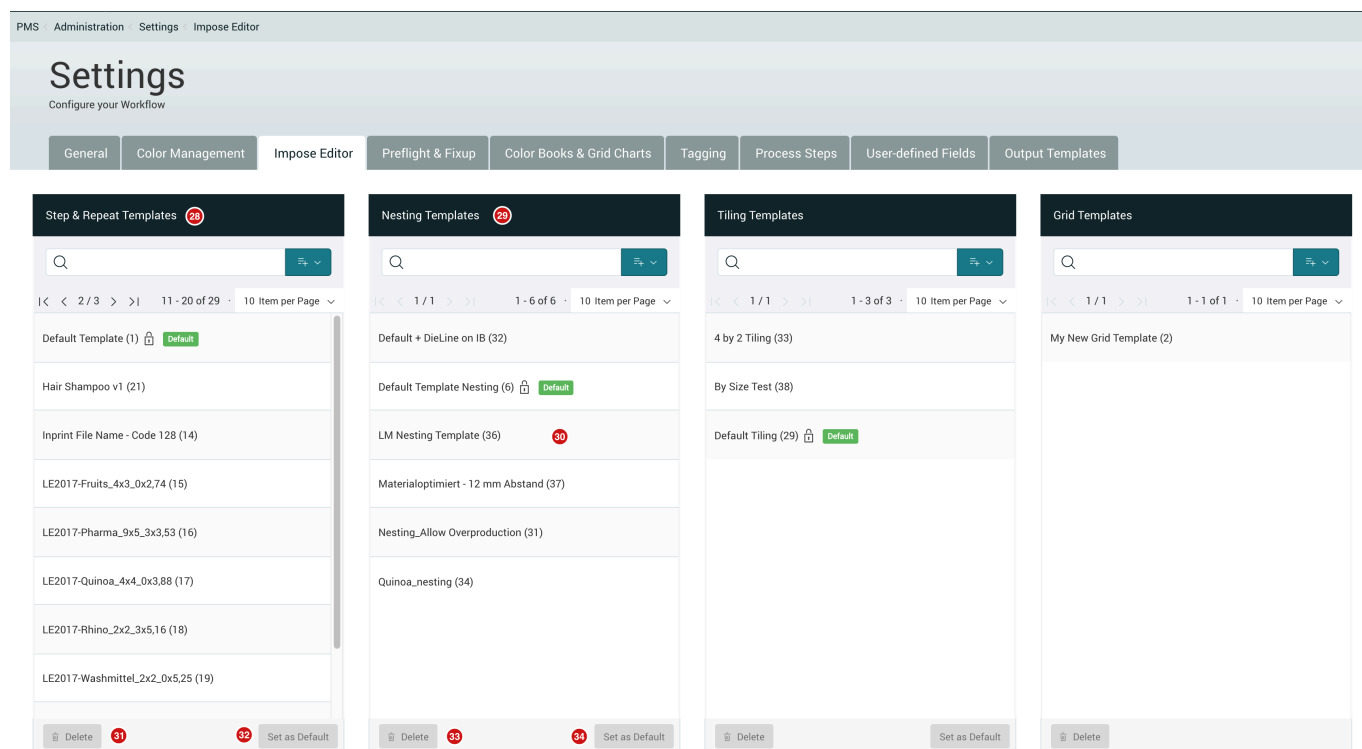
#### Further information on Color Management

Detailed information on Color Management can be found in the chapter **Color Management** and using corrections when working with **Pre-flight** and **correction profiles**.

## 2.3. Impose Editor

In this tab you can determine which templates should be applied by default when creating an imposition. You can also delete obsolete Impose templates here. Under the *Impose Editor* tab two panels: **Step & Repeat Templates [28]** and **Nesting Templates [29]** are available.

**Figure 7:** The *Impose Editor* tab with the two settings panels: *Step & Repeat Templates* and *Nesting Templates*



## Step & Repeat Templates

In this panel, all templates are available which have been saved in the *Impose Editor* within the context of *Step & Repeat* Mode will be visible. After installing the Workflow, a single **Default Template** [30] is available.

**Create a new Impose Template and set it as default:** To create a new *Impose Template* for *Step & Repeat* and set it as default, proceed as follows:

1. Create a new *Production Job* using **Force Print** or select an existing **Production Job** containing your desired print items.
2. Open the previously created *Production Job*.
3. Switch to the **Impose Editor** tab.
4. If no Imposition exists, the three main Impose Modes will be available. If the *Production Job* has already been Imposed, you can delete the Imposition by clicking on **Delete Impose**.
5. Select the Impose Mode *Step & Repeat*.
6. The **Impose Editor** will open and the existing Print Item(s) will be Imposed by applying the **Default Template** [30].
7. Make any necessary changes or adjustments and click on the **Save Impose** icon ✓ in the header of the Impose Editor.
8. The *Save Template* dialog will open, enter a name for the template and save it.

9. Switch to **Administration > Settings** and select the **Impose Editor** tab.
10. Select the new *Impose Template* under the *Step & Repeat Templates* panel and click **Set as Default [32]**.

**Delete Impose Template(s):** To delete one or more *Impose Templates* for *Step & Repeat*, proceed as follows:

1. Select the Impose Template(s) or multiple Templates by pressing the **Shift key** or **CMD key**.
2. Click **Delete [31]** in the footer of the *Step & Repeat Template* panel.
3. When the *Delete Impose Template* dialog opens all selected *Impose Templates* will be displayed. Press **OK** to delete the Templates.



#### Default Template cannot be edited

Note that default templates cannot be deleted or overwritten. Even if you exchange the template manually using the Master Data, the template you exchanged will be overwritten after installing an update.

## Nesting Templates

In the Nesting Template panel, all templates are available which have been saved in the *Impose Editor* within the context of *Nesting Mode* will be visible. After the installation of the Workflow, only a **Default Template** is available.

**Create a new Impose Template and set it as default:** To create a new *Impose Template* for *Nesting* and set it as default, proceed as follows:

1. Create a new *Production Job* using **Force Print** or select an existing **Production Job** containing your desired print items.
2. Open the previously created *Production Job*.
3. Switch to the **Impose Editor** tab.
4. If no Imposition exists, the three main Impose Modes will be available. If the *Production Job* has already been Imposed, you can delete the Imposition by clicking on **Delete Impose**.
5. Select the Impose mode *Nesting*.
6. The **Impose Editor** will open and the existing Print Item(s) will be Imposed by applying the **Default Template**.
7. Make any necessary changes or adjustments and click on the **Save Impose** icon ✓ in the header of the Impose Editor.
8. The *Save Template* dialog will open, enter a name for the template and save it.
9. Switch to **Administration > Settings** and select the **Impose Editor** tab.
10. Select the new *Impose Template* under the *Step & Repeat Templates* panel and click **Set as Default [34]**.

**Delete Impose Template(s):** To delete one or more *Impose Templates* for *Step & Repeat*, proceed as follows:

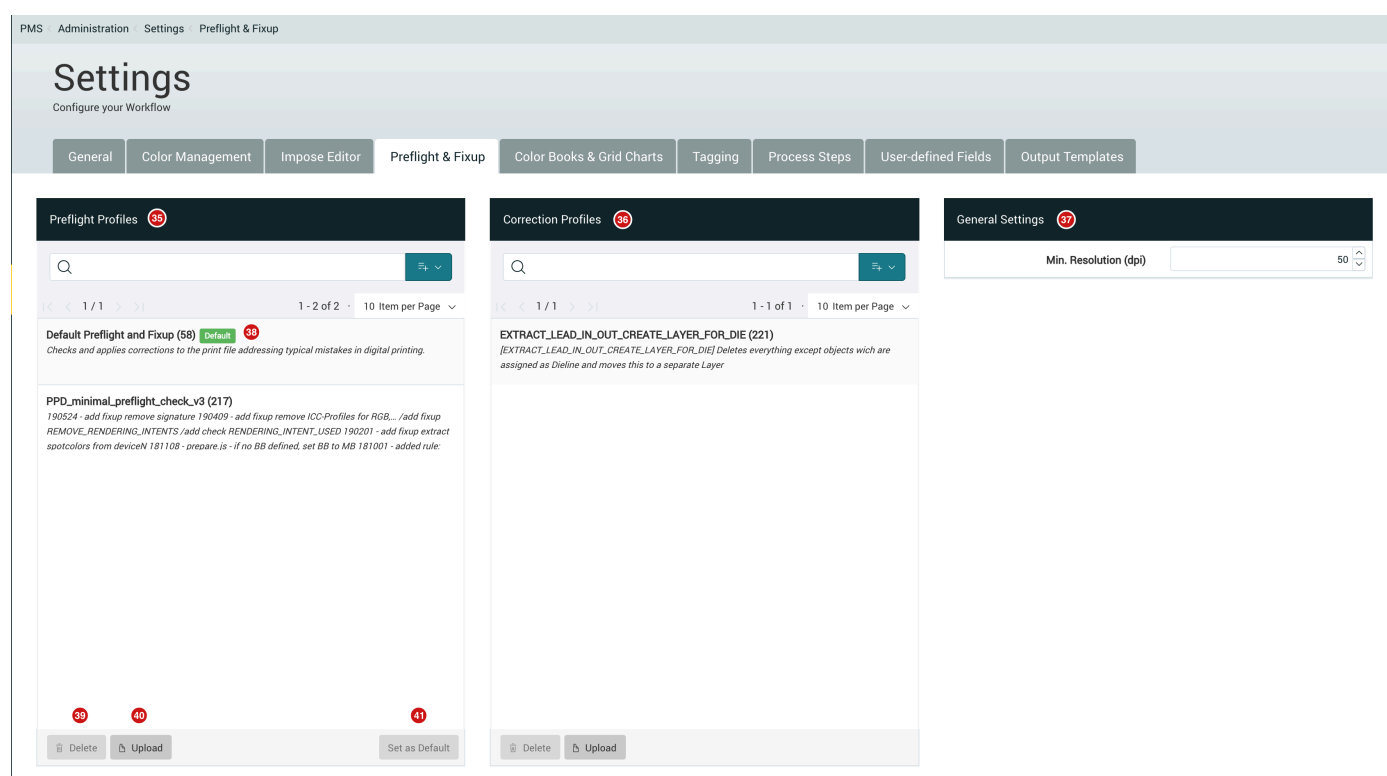
1. Select the Impose Template(s) or multiple Templates by pressing the **Shift key** or **CMD key**.

2. Click **Delete [31]** in the footer of the *Step & Repeat Template* panel.
3. When the *Delete Impose Template* dialog opens all selected *Impose Templates* will be displayed. Press **OK** to delete the Templates.

## 2.4. Preflight & Fixups

In this tab you can define which Preflight Profile should be applied during the check-in process and which minimum resolution is required. Additionally, you can upload your own custom Correction Profiles or delete obsolete Preflight and Correction Profiles under this tab. The Preflight & Fixup tab contains three settings panels: **Preflight Profiles [35]**, **Correction Profiles [36]** and **General Settings [37]**.

**Figure 8:** The *Preflight* tab with three settings panels: *Preflight Profiles*, *Correction Profiles* and *General Settings*.



### Preflight Profiles

All Preflight Profiles available in the Workflow are displayed under the Preflight Profiles panel. A Preflight Profile must be set as default, since this profile is used during check-in to provide the metadata required in the Workflow as well as to apply appropriate corrections to the original data.

After the Workflow has been installed, the **Preflight Profile - Default Preflight and Fixup [38]** is set as default. This profile applies diverse Preflighting checks and corrections, some of which have been set to active and some to inactive. We purposely chosen certain Preflighting corrections as those most relevant for digital printing.

**Upload your own Preflight Profile:** To upload your own Preflight Profile in the Workflow, proceed as follows:

1. Create your own or supplement the standard Preflight Profile with the desktop application *callas pdfToolbox* or in *Preflight from Adobe Acrobat Pro DC*. The *callas pdfToolbox* tool can be downloaded and [installed](#) free of charge for creating Preflight and Correction Profiles. Adobe Acrobat Pro DC must be purchased.
2. Export the Preflight Profile from your chosen application. In the case of the desktop application *callas pdf Toolbox* it should be a .kfp file and in the case of *Adobe Acrobat Pro DC* it should be a .kfp file.
3. Click on **Upload [40]** in the footer of the *Preflight Profile* panel, which opens the *pdfToolbox Upload Profiles* dialog.
4. You must upload the .kfp or .kfp file as well as an XML file that is used to translate descriptions in the Profile, assign a name to the Profile and start the upload process by clicking **OK**.
5. Once the process is complete, the *Preflight Profile* is available for selection under the Preflight panel, the browser may need to be reloaded.



#### Upload custom Preflight Profiles

If you want to create your own Preflight Profile and use it in the Workflow, take a look at **Creating custom Preflight Profiles** or contact Durst technical support.

**Set a Preflight Profile as default:** To set another *Preflight Profile* in the Workflow as default, proceed as follows:

1. Select a *Preflight Profile* under the *Preflight Profile* panel.
2. Then click **Set as Default [41]**. From this point on, all uploaded files are Preflighted with this Profile. Please note the warning above!

**Delete a Preflight Profile:** Proceed as follows to delete a Preflight Profile:

1. Select a Preflight Profile in the Preflight Profile panel.
2. Then click on **Delete [39]**. A *Delete Fixup Profile* dialog will appear, confirm by clicking on **OK**.

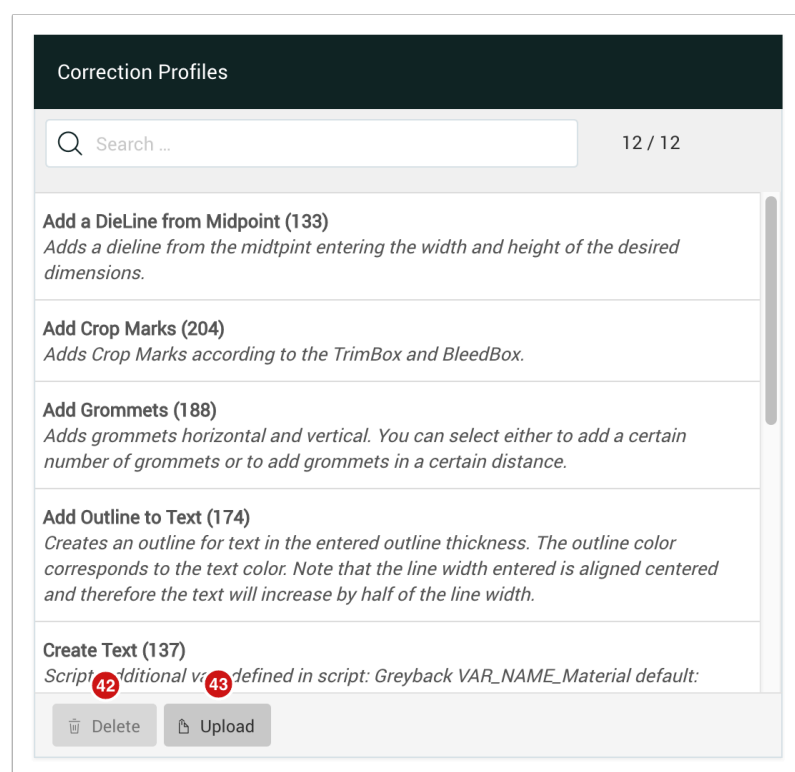
#### Correction Profiles

All Correction Profiles available in the Workflow are displayed under the Correction Profiles panel.

After the Workflow has been installed, this panel will be empty. The Correction Profiles list will only contain entries when a Correction Profile is uploaded. After Correction Profiles have been uploaded, they are available under the Correction Profiles panel.



**Figure 9:** The *Correction Profiles* panel available under the *Preflight & Fixups* tab.



**Upload custom Correction Profiles:** To upload custom Correction Profiles in the Workflow, proceed as follows:

1. Create your own or supplement the standard Correction Profiles with the desktop application *callas pdfToolbox* or in *Preflight from Adobe Acrobat Pro DC*. The *callas pdfToolbox* tool can be downloaded and [installed](#) free of charge for creating Preflight and Correction Profiles. Adobe Acrobat Pro DC must be purchased.
2. Export the Correction Profile from your chosen application. In the case of the desktop application *callas pdf Toolbox* it should be a .kfp file and in the case of *Adobe Acrobat Pro DC* it should be a .kfp file.
3. Click on **Upload** [\[43\]](#) in the footer of the *Correction Profile* panel, which opens the *pdfToolbox Upload Profiles* dialog.
4. You must upload the .kfp or .kfp file as well as an XML file that is used to translate descriptions in the Profile, assign a name to the Profile and start the upload process by clicking **OK**.
5. Once the process is complete, the *Correction Profile* is available for selection under the *Correction* panel, the browser may need to be reloaded.

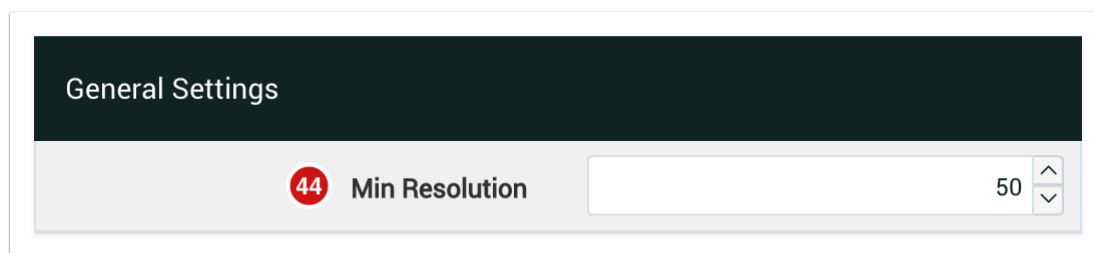
**Delete a Correction Profile:** To delete a Correction Profile, proceed as follows:

1. Select a Correction Profile in the list of the settings area.
2. Click on **Delete** [\[42\]](#). A *Delete Fixup Profile* dialog will appear, confirm by clicking on **OK**.

## General Settings

under the *General Settings* panel, you can select options that should be applied when checking in data during the check-in process. At the moment only the *Minimum Resolution* setting can be selected.

**Figure 10:** The *General Settings* panel available under the *Preflight & Fixups* tab.



In the **Minimum Resolution [44]** input field, enter the minimum required effective resolution for images contained within Print Items. This value is specified in DPI (Dots Per Inch) and applies to both line, bitmap, grayscale and color images.

If the effective resolution of an image embedded in a Print item is below the minimum resolution, the user will see a warning under the Document, Production Information and User-defined Fields information field and will be highlighted in yellow.

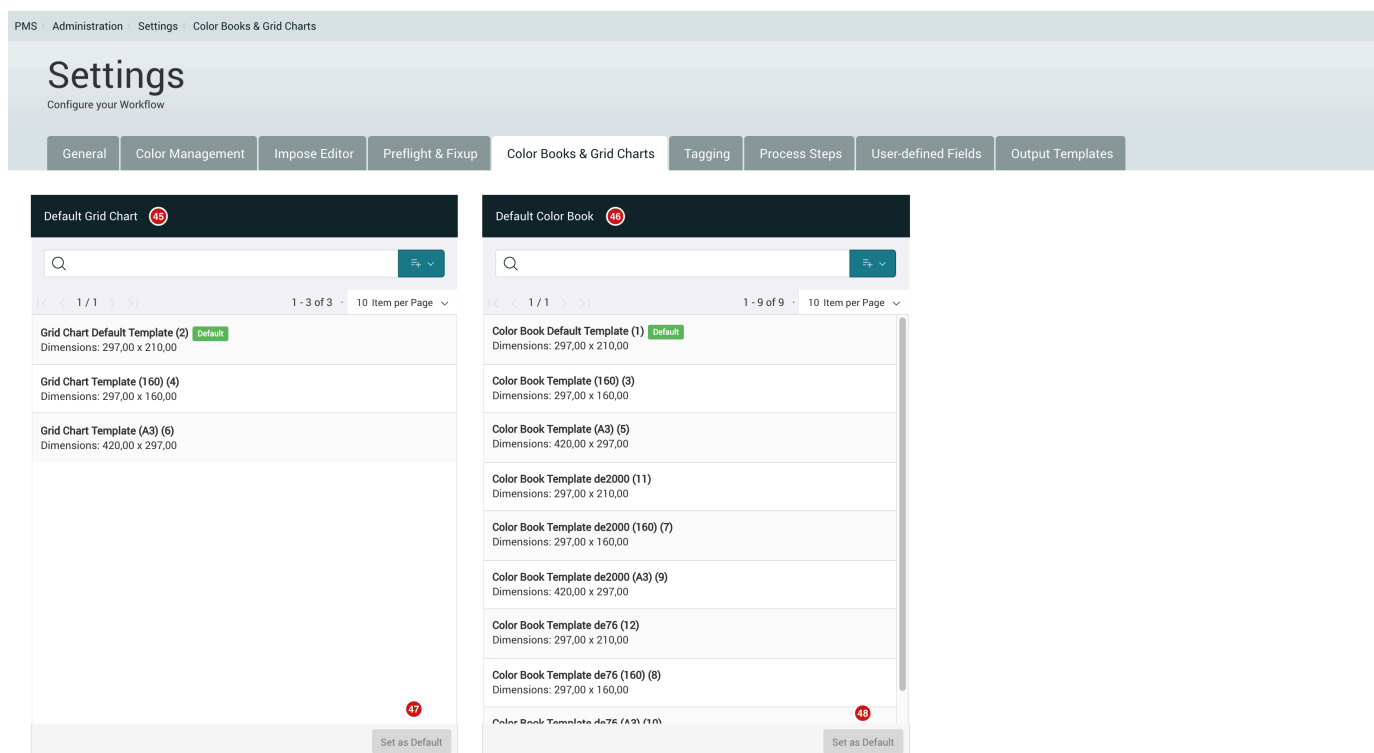
**Recommendation:** Enter your preferred minimum resolution, depending on your needs. The values in the table below are a good starting point.

Application	Minimum Resolution
Labels	150 dpi
Corrugated	100 dpi
Large Format	50 dpi

## 2.5. Color Books & Grid Charts

In this tab you determine which template should be used by default when creating a *Grid Chart* or *Color Book*. The tab contains two settings panels: **Default Grid Chart [45]** and **Default Color Book [46]**.

**Figure 11:** The *Color Book & Grid Chart* tab with two settings panels: *Default Grid Chart* and *Default Color Book*.



## Default Grid Chart Template

In this panel, which is not available with the Basic or Produce licensees, all Grid Chart templates available in the Workflow are displayed. The only difference between the templates is their size. After installation, templates for DIN-A4, a 160 mm high template for use on narrow web printers and a DIN-A3 template are available as standard.

**Selecting a default Grid Chart template:** To set a Grid Chart Template as default, proceed as follows:

1. Select a template from the list in the settings panel.
2. Then click **Set as Default** [48].

## Default Color Book Template

In this panel, which is not available with the Basic or Produce licensees, all Color Book templates available in the Workflow are displayed. The only difference between the templates is their size. After installation, templates for DIN-A4, a 160 mm high template for use on narrow web printers and a DIN-A3 template are available as standard.

**Selecting a default Color Book template:** To set a Color Book Template as default, proceed as follows:

1. Select a template from the list in the settings panel.
2. Then click **Set as Default** [48].



### Deleting templates

With the current version of the Workflow, templates can no longer be deleted.



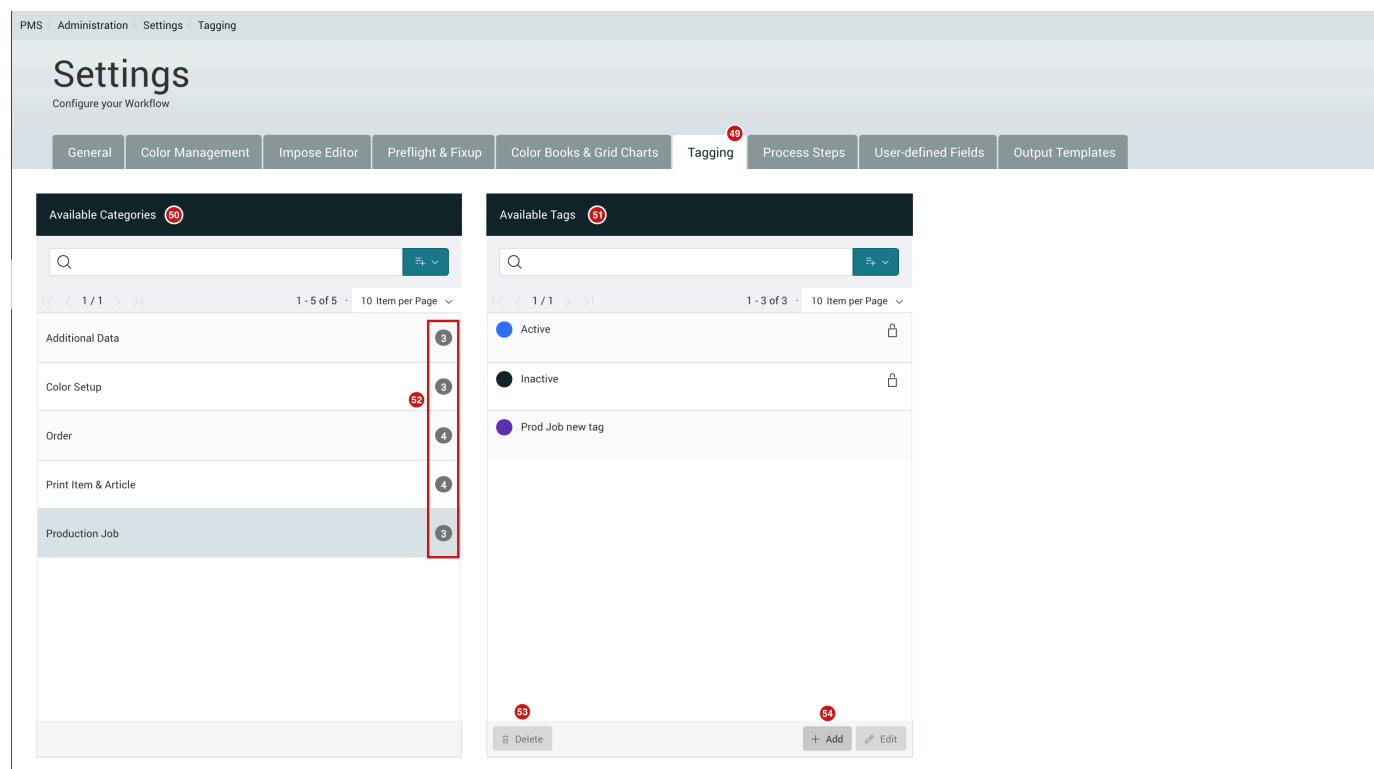
### Adding templates

If you require additional templates in the Workflow, please contact customer service.

## 2.6. Tagging

Use this tab to manage labels - also known as »Tags« - that can be attached to entries in lists or to the Print Item detail overview. The *Tagging* tab provides two settings panels: **Available Categories** [50] and **Available Tags** [51].

**Figure 12:** The *Tagging* tab with two settings panels: *Available Categories* and *Available Tags*.



### Available Categories

Areas where Tags can be applied are displayed in the *Available Categories* panel. The following areas include:

- **Articles/Print Item** – Labels that can be selected for the **Article** menu item but also for the detailed *Print Item* view.
- **Order** – Labels that can be selected for the **Order** menu item.
- **Additional Data** – Labels that can be selected for additional files in the corresponding tabs *Additional Data* and *Additional Files*.
- **Production Job** – Labels that can be selected for the **Production Job** menu item.
- **Profiling** – Labels that can be selected for the **Color > Color Setup** menu item.

The numbers [52] at the right margin indicate how many labels have already been defined for this area. The two labels *Active* and *Inactive* are available by default after installation.

### Available Tags

In this setting area, the labels already defined for the selected area are displayed and Tags can be added or deleted.

**Delete labels:** To delete a label, proceed as follows:

1. First select the area in which the label is located in the **Available Categories** [50] settings panel.
2. Then select the entry to be deleted in the **Available Tags** [51] settings panel.
3. Click **Delete** [53]. The *Delete Tag* dialog appears and you can confirm deletion by clicking on **OK**.



#### The Tags: *Active* and *Inactive* cannot be deleted

Since the two Tags: *Active* and *Inactive* are available by default for each area after the Workflow has been installed, they are part of the installation and therefore cannot be deleted or edited, since they would be imported again anyway after a restart of the Workflow.

**Add a Tag:** To add a Tag, proceed as follows:

1. First select the Category to which you want to add the Tag under the **Available Categories** panel [50].
2. Click on **Add** [54].
3. The *Add Tag* dialog will appear, enter a **Name** [55] and select a **Color** [56].

**Figure 13:** The *Add Tag* dialog

4. Confirm by clicking on **Save [57]**.



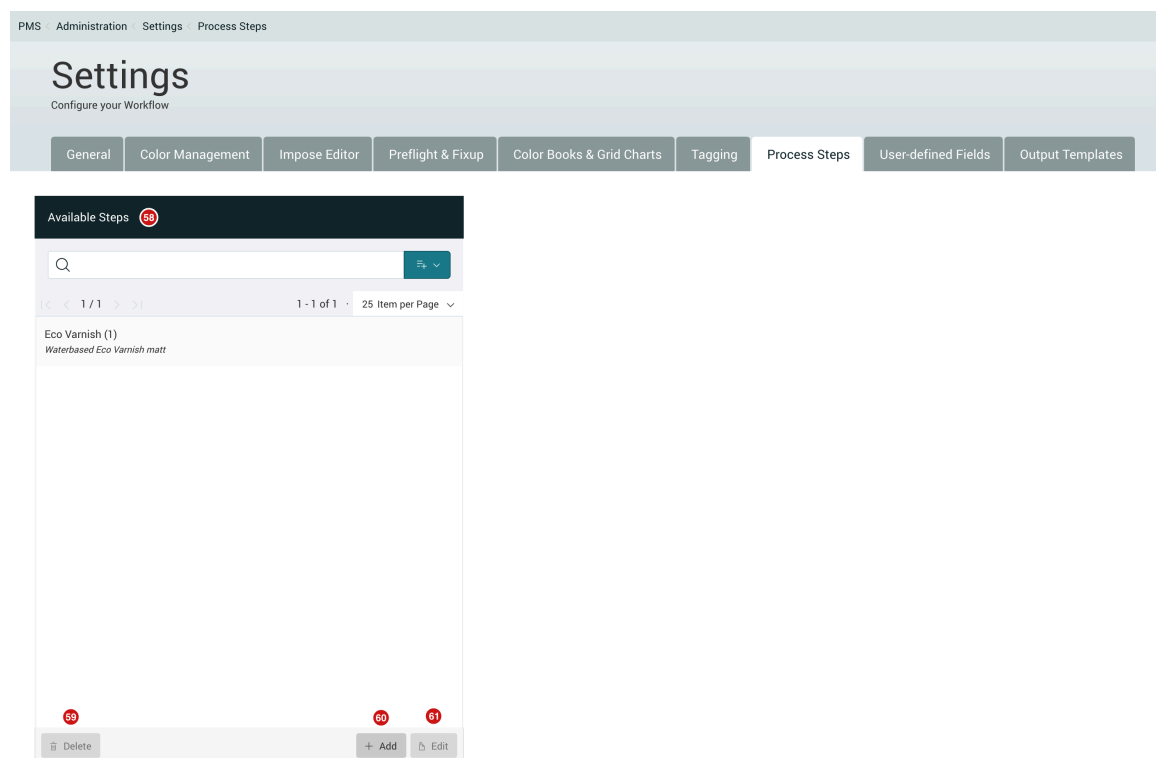
### Adding Tags

Tags can be added at any time in the Workflow by selecting a them as needed. However, Tags can only be deleted under the *Tagging* tab under **Administration > Settings > Tagging**.

## 2.7. Process Steps

With the *Process Steps* tab, you can create necessary Process Steps that can then be applied to Articles in the Workflow. **Process Steps [58]** can only be created under the *Process Steps* tab within the Settings menu. Process steps are textual annotations that can be assigned to Articles in order to find them more quickly in a list.

**Figure 14:** The *Process Steps* Tab showing the *Available Steps* settings panel.



## Available Steps

In this panel, Process Steps that have already been defined are displayed. Process Steps can also be added, edited, or deleted.

**Delete a Process Step:** To delete a Process Step, proceed as follows:

1. Under the **Available Steps** [58] settings panel, select the Step to be deleted.
2. Click **Delete** [59]. The *Delete Processing Step* dialog appears, confirm the operation by clicking on **OK**.

**Add a Process Step:** To add a Process Step, proceed as follows:

1. Click on **Add** [60] in the footer of the **Available Steps** panel [58].
2. The *Add Process Step* dialog appears and you can enter a **Name** [62], **Comment** [63] for the Process Step.
3. Click on **Save** [65] to finalize this process.

**Figure 15:** The *Add Processing Step* dialog.

Add

## Processing Step

62

Name \*

63

Comment

Add clear Varnish for Doe & Co.

64

× Cancel
✓ Save

**Edit a Process Step:** To edit a Process Step, proceed as follows:

1. Select a Process Step under the **Available Steps** panel [58].
2. Click on **Edit** [61] in the footer of the panel.
3. The *Edit Processing Step* dialog will appear.
4. Make the necessary changes and confirm by clicking on **Save** [64].



### Assigning a Process Step has no effect on the processing of data.

Note that assigning Process Steps has no effect on processing data in the Workflow. Process Steps are only used to label Articles so that they can be found quickly and efficiently. For example, the question »Which Article has the status »Released« and must be punched on Punch Press 3« could be answered quickly by filtering according to both search criteria in Article list view.



## 3. Saving and Resetting

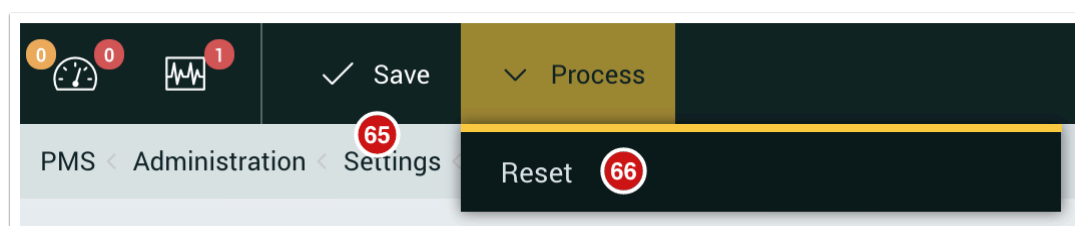
### 3.1. Saving your settings

There are tabs in the **Settings** menu, where a different default value has been set. There are also tabs where different parameters can be activated or deactivated.

When a default value has been changed the Save settings button must not be clicked, because they are saved automatically. When parameter changes are made on the other hand, these settings can be saved in two ways:

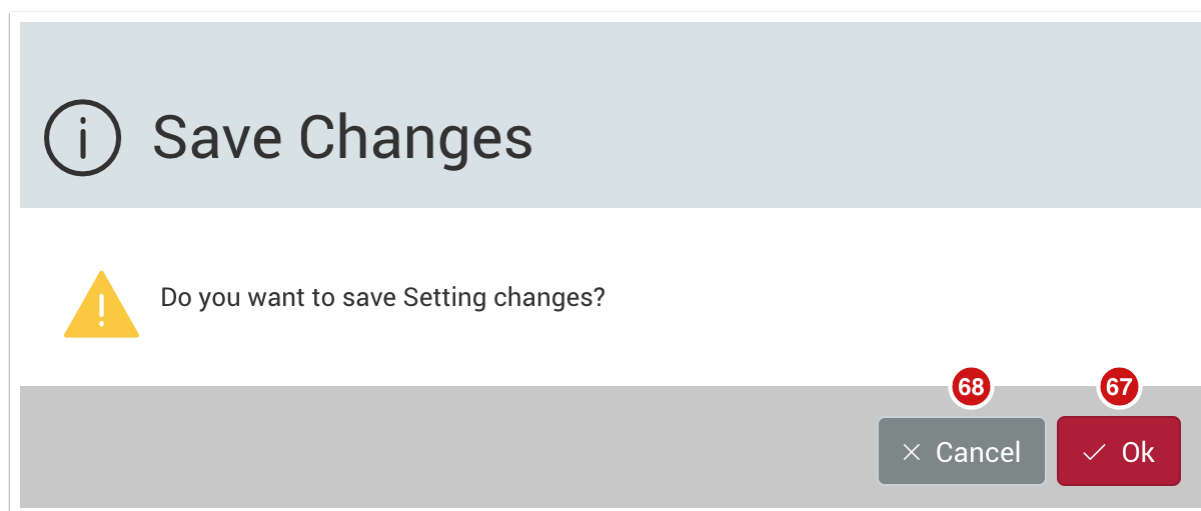
1. By selecting another tab
2. Clicking on **Save [65]** in the Action Bar

**Figure 16:** The Action Bar with two menu items: *Save* and *Process > Reset*



Regardless of which option you choose, the *Save Changes* dialog appears, where you can confirm the changes you've made by clicking **OK [67]**. If you click on **Cancel [68]**, all changes will be reset to the previous state.

**Figure 17:** The *Save Changes* dialog



### 3.2. Resetting the Workflow

If you want to reset all settings to their original specifications, please select the **Reset** button [66] under the *Process* drop-down menu in the Action Bar.