

# FreeFlow Print Server

## Online Help



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# The Xerox FreeFlow Print Server

The FreeFlow® Print Server software provides an easy-to-use [UI](#) that enables quick access to the following functions of your Xerox® printing system:

## Note

Some features described are enabled through a Productivity Pack license.

## Note

Depending on the configuration of your system, not all of the features described may be available.

- **Job Manager:** Enables you to manage print jobs.
- **Queue Manager:** Enables you to manage print queues.
- **Printer:** Enables you to manage a library of stocks, enable or disable trays, and to monitor consumption of the dry inks.
- **Administration:** Enables you to perform system administration tasks.

## About the Xerox FreeFlow Print Server User Interface

The FreeFlow® Print Server software provides a user interface (UI) to control all of the features and functions for your Xerox® printing system.

The UI consists of windows, tabs, and dialogs that are accessed with buttons and menus. In addition, the [UI](#) displays status and error messages which provide feedback on job processing.

# About the Features of the User Interface (UI)

The following areas of the UI are displayed regardless of which window is open:

- **Top Banner:** This area contains helpful links to other windows of the UI, to external support web sites, and to online Help documentation.
- **Site Navigation:** This area displays a navigation bar that includes tabs to help you navigate the site quickly and easily.
- **Status Area:** This area indicates the status of the printer and of the print job, dry ink levels, and paper levels.

## Related Topics:

[About the Banner](#)

[About the Status Area](#)

[About the Site Navigation Bar](#)

## About the Banner

The top banner remains the same regardless of which window is open. The banner includes the following links:

- **Xerox FreeFlow Print Server:** Takes you to a product-specific web site that has information about the Print Server.
- **Logon:** Returns you to the Logon window so you can log on to the system as a different type of user. The link displays the type of user that you are currently logged in as.
- **Logout:** Logs you off the system.
- **Language:** Opens the Language and Region window where you can:
  - Select the display language for the site
  - Select the region used to determine the standard regional settings in the Setup tab of **Administration**
- **Help:** Opens a menu where you can:
  - View the Help documentation
  - Print the Help documentation
  - Print a configuration report
  - Obtain information about the FreeFlow® Print Server
- **Xerox Logo:** Takes you to the Xerox® home web site.

**Related Topics:**[Supported Languages and Regions](#)[Selecting a Display Language](#)[Selecting a Region](#)**Supported Languages and Regions**

As of the 2.0 launch, the following languages are supported in the Xerox® Freeflow® Print Server and are automatically installed on supported printers:

- German
- US English
- Spanish
- French
- Italian
- Dutch
- Portuguese/Brazilian
- Russian

**Note**

Japanese is supported. However, it is implemented and managed by FX and is not included in the global language set provided by the FreeFlow Print Server software.

**Selecting a Display Language**

The Language link enables you to select the display language for the FreeFlow® Print Server software.

1. Click the **Language** link.
2. Select the desired display language.
3. Click **Save**.

The entire display is updated to appear in the selected language.

**Selecting a Region**

The Language link enables you to select the region for use in the Regional Settings section of the Setup tab in **Administration**.

1. Click the **Language** link.
2. Select the desired region.
3. Click **Save**.

The standardized regional settings for the region selected are applied to the options in the Standard Regional section of the Setup tab in **Administration**.

## About the Site Navigation Bar

The Site Navigation bar is always displayed under the status area of the screen.

Use the Site Navigation bar to access the following sections of the [UI](#):

Table 1. Site Navigation Bar Options

| Name                  | Description   |
|-----------------------|---|
| <b>Job Manager</b>    | Enables you to manage all print jobs.   |
| <b>Queue Manager</b>  | Enables you to manage all print queues.   |
| <b>Printer</b>        | Enables you to manage paper stock and printer trays and to monitor the use of the dry inks. |
| <b>Administration</b> | Enables you to access administrative functions.   |

## About the Status Area

The user interface includes a status area that is always displayed. It contains special features that communicate job and printer status, monitor ink and paper usage, and help you to perform basic, frequent actions.











The status area includes the following features:

- **Special Fields**
  - **Status Area:** Provides the current status of the Print Server and the printer.
  - **Printer Message Field:** Displays any printer fault messages or error warnings.
- **Buttons**
  - **Pause Printer:** Pauses the printing of the job.
  - **Resume Printer:** Resumes the printing of the job.
- **Mimic**
  - **Printer Mimic:** Indicates status and/or state of the printer and its components such as busy, ready, faulted, and paused conditions.
- **Display Options Indicators**
  - **Job Progress:** Shows the printing and processing progress made for an active print job.
  - **Consumable Levels:** Displays the current level of each dry ink.
  - **Paper Tray Levels:** Displays the type of paper and the remaining volume of paper in each tray.



## About the Icons Used in the Status Area

Table 2. Identification of Icons Used in the Status Area

| Icon  | Name                        | Description   |
|---|-----------------------------|---|
|    | Alert                       | Indicates that the printer needs attention or that the indicated ink supply is low. |
|    | Pause Printer               | Enables you to pause the printer.   |
|    | Resume Printer              | Enables you to resume the printer.  |
|    | Printing Progress           | Informs you of a job's printing status and progress.                                |
|    | Processing Progress         | Informs you of a job's processing status and progress.                              |
|    | Yellow Ink Level Indicator  | Indicates the remaining level of yellow dry ink.                                    |
|    | Magenta Ink Level Indicator | Indicates the remaining level of magenta dry ink.                                   |
|    | Cyan Ink Level Indicator    | Indicates the remaining level of cyan dry ink.                                      |
|    | Black Ink Level Indicator   | Indicates the remaining level of black dry ink.                                     |
|  | Green Check Mark            | Indicates an acceptable level of dry ink.   |

## About the Printer Message Field

The Printer Message field displays status messages for the printer such as:

- Printer Idle
- Printer Warming Up
- Printer Offline

## About the Pause Printer and Resume Printer Buttons

The **Pause Printer** and **Resume Printer** buttons toggle the printer between paused and resumed states.

## About the Printer Mimic

The Printer Mimic displays a graphical representation of the printer.

The mimic indicates the following printer conditions:

- Idle

- Busy
- Ready
- Faulted
- Paused

By hovering the cursor over a specific area of the mimic, you can obtain any additional information that may be available.

## About the Display Options

The Display Options menu enables you to quickly view the status of print jobs, ink levels, and paper levels.

### Using the Job Progress Option to Monitor Your Print Job

The Job Progress option enables you to monitor the progress of your print job.

1. From the Display Options menu on the [UI](#), click **Job Progress**.

A window appears with both processing and printing information about:

- percentage complete
- number of pages printed
- number of images printed
- number of sets completed

2. To make a different selection, click the **Right-Arrow** button next to the display window.

#### Related Topics:

[About Job Processing](#)

### Using the Consumable Levels Option to Monitor Dry Ink Levels

The Consumables Levels option enables you to monitor the remaining level of each dry ink.

1. From the Display Options menu on the [UI](#), click **Consumable Levels**.

A window appears that displays an icon for each color of dry ink used. The height of the colored area in the icon represents the level of dry ink remaining. The following colored icons appear:

- **Yellow**
- **Magenta**
- **Cyan**
- **Black**
- **Black2**

The window also displays a percentage of ink remaining, as well as a graphic status indicator:

- **Check Mark:** Indicates that the dry ink level is satisfactory for continued printing.
- **Attention Symbol:** Indicates that the dry ink level is not satisfactory for continued printing and must be replenished.

2. To make a different selection, click the **Right-Arrow** button next to the display window.

#### Related Topics:

[About the Consumables Tab](#)

## Using the Paper Tray Levels Option to Monitor Paper Usage

The Paper Tray Levels option enables you to monitor the remaining amount of paper in each tray used.

If the color of the Tray icon is yellow, the remaining paper supply is low and should be refilled.

If the color of the Tray icon is red, the paper tray is empty and must be filled before printing can be resumed.

1. From the Display Options menu on the [UI](#), click **Paper Tray Levels**.

A window appears that displays the following information for each paper tray in use:

- **Tray Icon and Name**
- **Paper Size**
- **Color**
- **Weight**

2. Use the scroll arrow to view additional trays.

3. To make a different selection, click the **Right-Arrow** button next to the display window.

#### Related Topics:

[About the Paper Trays Tab](#)

## About the Default Home Screen

The Job Manager window is the default Home screen for the system.

The **Job Manager** window enables you to perform tasks related to jobs. It organizes jobs based on their status such as active, held, or completed. It also enables you to perform operations on and select options for individual jobs or groups of jobs.

## Additional Information and Settings

The FreeFlow® Print Server software provides access to additional information through tabs, menus, and action icons.

Tabs provide access to different information, settings, and options from within the same window.

Menus enable you to control functionality at the job or queue level. Menus are accessed by right-clicking or double-clicking on a particular job, queue, or list item.

Action icons make it easy to perform basic tasks such as to create new or edit existing queues and user accounts, and to print or export accounting records.

## About User Interface (UI) Button Use

The most-frequently used buttons on the **UI** include:

- **Ok**: Saves all changes to a tab or dialog and closes the active window.
- **Save**: Saves your changes and closes the window.
- **Apply**: Saves all changes to a tab or dialog without closing the window. You do not need to select **Apply** before selecting **Ok** to save changes.
- **Cancel**: Closes a window without saving changes.
- **Close**: Closes a window after saving the changes.
- **Reset**: Restores previous settings without leaving the window, if the changes you made are incorrect.

# Logon and Password Security

The **Logon** menu enables you to log on, log off, and change your password.

## About System Logon and Logoff

You must log on to the Xerox® Freeflow® Print Server system before you can use all the available features.

The following user types are allowed access to the FreeFlow® Print Server:

- **User:** The walk up User has minimum access rights.
- **Operator:** The Operator requires a logon and a password and has restricted access. The Operator level is designated for the Print Operator.
- **System Administrator:** The System Administrator requires a logon and a password and has restricted access; however, the System Administrator has fewer restrictions than the Operator. The System Administrator can access and control all system and job data except service data and service functions.
- **Customer Service Engineer:** The Customer Service Engineer requires a logon and a password.

It is recommended that you log out of the FreeFlow® Print Server software rather than only closing the web site.

## Logging On to the System

For access to the Xerox® Freeflow® Print Server software, you must correctly log on to the system.

You must know your User Name and Password before you can log on to the system.

1. At the **Logon** menu, enter your User Name (User Level) using either method below:
  - Type your User Name directly into the field.
  - Select your User Name from the menu.
2. Enter your password.

**Note**

To see the password you entered, click the **Eye** icon.

3. Click **Logon**.

**Note**

To maintain security, the logon passwords should be changed at regular intervals.

**Note**

Selecting the **Remember Me** check box enables you to log on to the system within a designated time after your previous logon without having to enter your password. This feature is only available if the system administrator enabled the option in the Administration section of the software.

**Related Topics:**

[Changing User Passwords](#)

[Changing Passwords for the Operator or System Administrator](#)

[About Weak and Strong Passwords](#)

## Logging Off the System

When you are done using the system, it is recommended that you log off before closing the web site.

If the Default Logoff is enabled, the system automatically logs you off after a certain period of inactivity.

Click the **Logout** link that appears under the URL address at the top of any window. The Logon window is displayed.

## About Password Security

Password security is an integral part of maintaining the security of your entire Xerox® FreeFlow® Print Server system.

The logon passwords for the System Administrator and Operator should be changed after the system has been installed and at regular intervals thereafter.

**Related Topics:**

## About Weak and Strong Passwords

### Changing User Passwords

## About Weak and Strong Passwords

The Xerox® Freeflow® Print Server provides the means for enforcing a strong password policy.

Weak passwords do not meet strict security guidelines. The only requirement for weak passwords is that they contain zero to eight alphanumeric characters, as determined by the system administrator.

Strong passwords can help you meet strict security guidelines. Strong passwords must contain all of the following criteria:

- At least eight characters
- At least one upper case, alphabetic character
- At least one numeric character (0-9)
- At least one special character including, but not limited to: !, @, \$, %, period (.), underscore (\_), and hyphen (-)

The following behaviors apply to the Strong Password policy:

- Strong Password Checking is disabled by default.
- The Strong Password policy applies to all accounts.
- The Strong Password policy and the Login Attempts Allowed policies can be controlled independently.

The Strong Password feature can be enabled by account level. When the feature is enabled for a user level, new users of that account level must create a strong password for their account. The passwords for existing users of that account level can remain the same. Users can continue to use their passwords because the passwords were created before the Strong Password feature was enabled.

### Related Topics:

#### [About the Password Management and Password Setting\(s\) Section](#)

#### [Enabling Strong Passwords](#)

## Changing User Passwords

Individual users can change their own passwords.

1. At the Logon window, click the **Right-Arrow** button in the **Change Password** field.
2. In the Change Password window, type your current password into the **Old Password** field.
3. Type your new password into the **New Password** field. Typed characters appear as asterisks.

To see the characters typed, click the **Eye** icon.

Weak passwords require zero to eight alphanumeric characters, as determined by your System Administrator.

4. Type the same new password again into the **Confirm New Password** field.
5. Click **Change**.

If you decide not to save the change, select **Cancel** to restore the original password. An error message appears if any entry is not valid.

**Related Topics:**

[About Weak and Strong Passwords](#)

[About the Password Management and Password Setting\(s\) Section](#)

[Enabling Strong Passwords](#)

## Changing Passwords for the Operator or System Administrator

Only the System Administrator has the authority to set and change the passwords for the Operator and System Administrator. Individual users can change their own passwords.

## Setting Password Expiration

The Password Management section of the User Access tab in Administration offers the System Administrator many password settings including the ability to set a password expiration duration on a user account.

1. Select the **Set password to expire after a duration** check box.
2. Use the Up and Down arrows to select the desired number of days.

The valid range is from 1 day to 25 days.

3. Click **Save**.



# 3

## Job Manager

The Job Manager section of the user interface enables you to:

- preview jobs
- print jobs
- hold jobs
- resume jobs
- delete jobs
- change job properties and options

The Job Manager is the default screen of the Xerox® Freeflow® Print Server user interface.

## Accessing the Job Manager Window

Click **Job** in the navigation bar.

## About the Job Manager Window

The Job Manager window contains tabs, buttons, More Actions menu, Search Job Details field, and the job list.

## About Job Manager Menu

The menu enables you to select which category or state of print jobs within the system is displayed in the resulting list. If necessary, use the scroll bar to view additional jobs not shown.

The Job Manager menu includes the following options:

- **All Jobs**
- **Active**
- **Held**
- **Completed**

### About the All Jobs Menu Option

Selecting **All Jobs** displays a list of the jobs that are in the following states:

- being received
- waiting to be printed
- being printed
- being saved

#### Note

Once a job is saved, it is no longer an active job.

### About the Active Menu Option

Clicking **Active** displays a list of the jobs that are in the process of being printed.

### About the Held Menu Option

Held jobs are those that are in the printer queue, but are not being printed.

Clicking **Held** displays a list of the jobs that cannot be printed because they are being held or because of a fault or error.

## About the Completed Menu Option

Completed jobs are those that have already been printed.

Clicking **Completed** displays a list of jobs that are completed.

### Note

If **Retain PDL File** is enabled, the **PDL** is kept in the system for later printing from the Completed list.

## About the Job Manager Toolbar

The toolbar offers only a couple of the options available from the More Actions menu. The toolbar includes:

- **Properties:** Enables you to view and modify the properties of an existing queue.
- **Resume:** Starts to print the held job.
- **Hold:** Prevents the queue from automatically releasing jobs to print. Jobs can only be printed once they are manually set to be released or if the queue status is changed.

## About the More Actions Menu in Job Manager

### Note

All options in the More Actions menu are also available by right-clicking any entry in the job list.

The **More Actions** menu in the Job Manager includes:

- **Upload New Job:** Enables you to upload a print job to the Print Server.

### Note

Jobs sent to the Print Server must be of a PDF or image file format.

- **Properties:** Enables you to change the property options of a print job.
- **Thumbnails...:** Enables you to view the print job before it is printed.
- **Print Next:** Prints the next job.
- **Resume:** Starts to print the held job.
- **Hold:** Prevents the queue from automatically releasing jobs to print. Jobs can only be printed once they are manually set to be released or if the queue status is changed.

- **Move to Queue:** Moves the print job to the designated queue.
- **Delete:** Enables you to delete an existing print job.
- **Select All:** Highlights all of the print jobs in the job list.
- **Clears All:** Clears all selected (highlighted) print jobs in the job list.
- **Redisplay:** Updates the job list displayed.

#### Note

To choose more than one print job when selecting the Delete and Hold options, use either method below:

- Press and hold down the **<CTRL>** (Control) key and select each individual job.
- To select multiple print jobs that are sequential in the list, press and hold down the **<SHIFT>** key while selecting the first and last job names you want to select. This action highlights the first and last selected job names and all jobs in between.

## About the Search Field

The search field enables you to perform a key word search to reduce the number of resulting jobs displayed. You can search on specific job details across all fields.

This feature makes a lengthy list more manageable by displaying only those jobs of particular interest.

For example, to see only those jobs that are ineligible, enter the word ineligible into the search field. To view only those jobs submitted on a given day, enter that day of the week or calendar date.

When you start typing in the search field, a window appears offering potential matches to the string of characters entered. Select any of the choices from the window or continue typing.

To view the entire job list again, clear the Search Job Details field and press **<ENTER>**, or click the **X**.

## Configuring the Display of the Window

1. To change the order of the data categories that appear in the list, click on a column heading and drag it to the desired location in the heading row.
2. To change the width of a displayed column, do the following steps:
  - a) Click on the desired column separator.

The mouse cursor changes to a double-headed arrow.

- b) Hold down the left mouse button and drag the column separator appropriately:
- left to decrease column width;
  - right to increase column width

#### Note

If the width of a column is too small to display the entire contents of a cell, hover the cursor over the cell to view the full contents.

## About Ineligible Jobs

A print job is ineligible for printing because the printer is not set up appropriately to accommodate the configured job options. When this situation occurs, the job status in the queue is updated to say **Ineligible - Waiting for Resources**. Additionally, an alert icon, an Ineligible Job message, and a Details button appear in the banner area of the Job Properties window.

For more information about the ineligible job, click the **Details** button located in the Job Properties window.

An ineligible job cannot be printed because a resource required for printing is not available. For example, if you send a job that uses a Stock property selection of Ledger to a printer that is not loaded with Ledger stock, the job becomes ineligible. The job is placed in the Paused list where it remains ineligible until either Ledger stock is loaded at the designated printer or you change the job Stock property to a stock that is loaded at the printer.

## Clearing Ineligible Jobs Using the Ineligible Job Window

1. Open the Job Properties window by double-clicking the ineligible job.
2. Click the **Details** button in the Job Properties window.

The Ineligible Job window opens and displays a list of the resources that are needed for the job to be printed.
3. Perform one of the following:
  - Load the needed resources. When the system detects that the resources are available, the job is automatically scheduled to print. For example, if the job requires blue stock, the job starts to print when blue stock is added at the printer and programmed into the Printer Manager.
  - Change the job property setting to a resource that the printer currently supports. For example, if the requested job property stock setting is blue stock and the printer does not contain blue stock, but does contain white stock, change the job property stock setting to white. The job is then eligible to print.

4. Click the **Previous** and **Next** buttons to move back and forth through the ineligible jobs.
5. Click **Close** to exit the window.

## About Faulted Jobs

When a print job has faulted, the job status in the queue is updated to say **Faulted**. Additionally, an alert icon, a Faulted Job message, and a Details button appear in the banner area of the Job Properties window.

A faulted job may contain errors that cause any of the following results:

- The job is prevented from being printed.
- The job is printed with errors.
- Only the cover sheet is printed.

For more information about clearing the job fault, click the **Details** button on the Job Properties window.

### Clearing Faults Using the Faulted Job Window

1. Open the Job Properties window by double-clicking the faulted job.
2. Click the **Details** button in the Job Properties window.  
The Faulted Job window appears.
3. Follow the instructions to clear the fault.
4. Click the **Previous** and **Next** buttons to move back and forth through multiple faulted jobs.
5. Click the **Clear Fault** button to dismiss the fault and proceed with the job.
6. Click **Close** to exit the window.

## About the Job Properties Window

The Job Properties window enables you to review the details of Ineligible and Faulted jobs, to change the properties of a print job, and to expedite printing.

The Job Properties window includes the following property tabs:

- **Basic Settings:** Contains default job property settings for jobs submitted to the queue.
- **Paper Stock:** Contains stock and tray choices for your print job.
- **Output:** Contains features used to determine job output options.
- **Image Quality:** Enables you to make image quality adjustments.

- **Color Management:** Contains two sections: the color data flow diagram and the controls area. The color data flow diagram represents the paths that color data follow while being processed by the system. The controls area enables you to set functions that enhance the quality of the printed image based on the type of file printed and the fonts used.
- **Image Placement:** Contains features that enable you to modify original images for output.
- **Special Pages:** Contains settings you can select to configure and add the following types of special pages into a print job:
  - **Front Cover**
  - **Back Cover**
  - **Exceptions**
  - **Inserts**
- **Time Stamps:** Provides information about submission, processing, and print times.

## Accessing the Job Properties Window

To access the Job Properties window, use any method below:

- Double-click the job.
- Right-click the job and select **Properties**.
- Select the job and click the **Properties** icon in the toolbar.
- Select the job and select **Properties** from the More Actions menu.

## Exiting from the Properties Window

To return to either the Job Manager window or the Queue Manager window from the Properties window without saving changes, use any method below:

- Click **Cancel**.
- Click the **X** icon in the upper, right corner of the window.
- Press the <Esc> key.

## About Icon Use

Icons are used throughout the user interface to provide quick access to frequently used actions.

Some icons are used throughout the entire **UI**. Other icons are unique to a particular tab.









## Related Topics:

[About the Common Icons Used in Job and Queue Properties](#)

[About the Unique Icons Used in Queue Properties](#)

## About the Icons Used for the Job Properties Tabs









**Table 3. Identification of Icons Used for Job Properties Tabs**

| Icon  | Tab Name         |
|---|------------------|
|    | Basic Settings   |
|    | Paper Stock      |
|    | Output           |
|    | Image Quality    |
|    | Color Management |
|   | Image Placement  |
|  | Special Pages    |
|  | Time Stamps      |






## About the Unique Action Icons Used in Job Properties


















**Table 4. Identification of Action Icons Unique to Job Properties**














| Icon  | Name           | Description  |
|---|----------------|--|
|  | Resume         | Releases a pending job.  |
|  | Hold           | Holds an active print job.   |
|  | Thumbnails...  | Enables you to view thumbnail images of a print job before it is printed.  |
|  | Print Next     | Advances a job in the print queue so that it is the next job to be printed.  |
|  | Move to Queue  | Enables you to move the print job to a different printer queue.  |
|  | Delete a Job   | Removes a print job from the queue.  |
|  | Faulted Job    | Indicates that the job has encountered an error while printing.  |
|  | Ineligible Job | Indicates that the printer is not set up appropriately to accommodate the job properties selected. Example: Legal sized paper is not loaded in the paper tray. |









## About the Common Icons Used in Job and Queue Properties

**Table 5. Identification of Common Icons Used**

| Icon  | Name              | Description  |
|---|-------------------|--|
| <b>General</b>  |                   |  |
|  | Override Disabled | Indicates that there is no queue override applied to the property.   |
|  | Override Enabled  | Indicates that the queue property option selected is set up to override the same option that was set as a job property in Job Manager. |
|  | Properties        | Provides access to the Job Properties window.  |

| Icon  | Name                             | Description   |
|---|----------------------------------|---|
| <b>Basic Settings</b>   |                                  |   |
|    | Uncollated                       | Indicates that the pages are not printed in sequence, but by quantity. Example: 1, 1, 1, 2, 2, 2, 3, 3, 3.      |
|    | Collated                         | Indicates that the pages of the print job are printed sequentially by set. Example: 1, 2, 3, 1, 2, 3, 1, 2, 3.  |
|    | PDF                              | Indicates a file format of <b>PDF</b> .   |
|    | TIFF                             | Indicates a file format of <b>TIFF</b> .  |
|    | PostScript                       | Indicates a file format of PostScript.  |
|    | Unknown Format                   | Indicates that the file format is not known.  |
|    | One Sided                        | Indicates that the job is printed on only one side of the paper.  |
|    | Two Sided                        | Indicates that the job is printed on both sides of the paper.   |
|    | Head-to-Toe                      | Indicates that the job is printed with the top of the images positioned at opposite ends of the sheet of paper. |
| <b>Output</b>   |                                  |   |
|  | Output Delivery System Specified | Indicates that the output delivery method is specified by the system.   |
|  | Output Delivery Face Up          | Indicates that printer pages are delivered face up.   |
|  | Output Delivery Face Down        | Indicates that printer pages are delivered face down.   |
|  | Output Order Ascending (1-N)     | Indicates that the output order has page 1 on top and the last page on the bottom.                              |
|  | Output Order Descending (N-1)    | Indicates that the output order has the last page on top and page 1 on the bottom.                              |
|  | Output Order System Specified    | Indicates that the output order is specified by the system.   |
|  | Slip Sheets Enable               | Indicates that slip sheets are in use.  |
|  | Slips Sheets Disable             | Indicates that slip sheets are not in use.  |

| Icon  | Name                       | Description   |
|---|----------------------------|---|
| Image Quality   |                            |   |
|    | Normal                     | Indicates a color mode of Normal.                                   |
|    | Normal with Enhanced Gloss | Indicates a color mode of Normal with Enhanced Gloss.               |
|    | Grayscale                  | Indicates a color mode of Grayscale.                                |
|    | Fast Black                 | Indicates a color mode of Fast Black.                               |
|    | System Specified           | Indicates that halftone screen used is system selected.             |
|    | Dot                        | Indicates that a Dot halftone screen is in use.                     |
|    | Line                       | Indicates that a Line halftone screen is in use.                    |
|    | Stochastic                 | Indicates that a Stochastic halftone screen is in use.              |
|    | System Specified           | Indicates that the interpolation method used is system selected.    |
|   | Nearest Neighbor           | Indicates that the Nearest Neighbor interpolation method is in use. |
|  | Bi-Linear                  | Indicates that the Bi-Linear interpolation method is in use.        |
|  | Filtered                   | Indicates that the Filtered interpolation method is in use.         |
|  | Smart                      | Indicates that the Smart interpolation method is in use.            |

| Icon  | Name                 | Description  |
|---|----------------------|--|
| Image Placement   |                      |  |
|  | None                 | Indicates that no layout type is selected.   |
|  | N Up                 | Indicates that the layout type N Up is selected where multiple pages of content can be printed on a single sheet of paper.   |
|  | Booklet              | Indicates that the layout type Booklet is selected where the content is bound and usually has a cover.   |
|  | Signature            | Indicates that the layout type Signature is selected where a large sheet of paper is printed with four or a multiple of four pages that when folded creates a section of a book. |
|  | Portrait             | Indicates that the page display is vertical.   |
|  | Landscape            | Indicates that the page display is sideways.   |
|  | Rotation 0 Degrees   | Indicates that the image is not rotated.   |
|  | Rotation 180 Degrees | Indicates that the image is rotated 180 degrees.   |

## About the Basic Settings Tab

The Basic Settings tab enables you to view and change default job settings that are applied to jobs submitted to the queue.

From the Basic Settings window you can configure the following basic printing properties:

- **Quantity**
- **Collation**
- **Administrative Pages**
- **Start Message**
- **Pages to Print**
- **Format**
- **Process as PDF/X** check box
- **Disable Printer Simulation for PDF/X Jobs** check box
- **Banner Page Message**
- **Sides Imaged**

- **Stock List**
- **Bytes Processed**
- **Images Processed**
- **Total Pages Printed**
- **Sets Completed**

When you are finished making selections, click either:

- **Cancel** to exit the window without saving your selections
- **Save** to save your selections and close the window

## About Quantity

Use the Up and Down arrows to change the number of desired prints.

## About Collation

Click your preference for collated or uncollated print sets.

## About Administrative Pages

Administrative Pages are optional pages that can be printed with the job. Either the System Administrator or the Operator can configure a print job to include Administrative Pages options.

Different Administrative Pages can be enabled for each print job, or one Administrative Page can be created for a several print jobs.

The types of Administrative Pages that can be printed for a job include the following:

- Banner Pages
- Attributes Report

### Related Topics:

[About Banner Pages](#)

[About Attribute Reports](#)

## About Banner Pages

A Banner Page is a break page that prints at the beginning of each job and contains specific job information by default.

Banner Pages provide the following information:

- **Job Name:** Specifies the name of the job and is used to identify and track the job in the queue.

- **Job Sender:** The name of the person who sent the job. This field cannot be edited.
- **Job Recipient:** The name of the person who is to receive the job. If you do not know the name of the intended recipient, you may enter a recipient location.
- **Banner Page Message:** Information you want to be printed on the Banner Page.
- **Printing Date and Time:** Specifies when the job was printed.
- **Number of Copies:** The number of job copies that were printed.
- **Product Name and Current Software Version**
- **Account Number:** Can be a number used for billing purposes.
- **Job ID:** The job identification set at the Print Server.
- **Server Name and Queue Name:** Identifies the server and queue.

To include a printed Banner Page as the first page of the job, select the **Print Banner Pages** check box.

### Important

The **Print Banner Pages** check box must be selected for the Banner Page Message to be printed.

## About Attribute Reports

The Attributes Report is a one-page summary of the selected job or queue settings.

The Attributes Report includes information about the following:

- **Job Identification**
- **Stock**
- **Output**
- **Image Quality**

To print an Attributes Report, select the **Print Attributes Report** check box.

To view the Attributes Report, open the Properties window for the job or queue and click the **View Report** button.

## About Start Message

The Start Message box is intended for you to record any special instructions or information for the print operator. The Start Message is not printed.

Type any special instructions or information for the print operator into the message box.

Example: You can include a description of the queue or include directions such as, "Send only 8.5 x 14 inch jobs."

## About Pages to Print

Select the **Print All Pages** check box or use the Up and Down arrows to designate the page range to be printed. The From field represents the first page to be printed, and the To field represents the last page to be printed.

## About Format

Use the menu to make one of the following selections:

- **PDF**
- **PostScript**
- **TIFF**
- **JPEG**
- **Unknown**

### Note

If you select either PostScript™ or PDF, two additional check boxes appear:

- **Process as PDF/X**
- **Disable Printer Simulation for PDF/X Jobs**

## About PDF/X Processing

When the **Process as PDF/X** check box is enabled, the Output Intent profile specified in a PDF/X job is applied. Some CMYK and RGB settings are ignored as they are incompatible with PDF/X. PDF jobs that are not PDF/X compliant print normally using the color settings specified in the Color Management tab.

If the **Disable RGB Emulation for PDF/X Jobs** is selected, the Destination Profile is only applied to Device CMYK colors.

### Note

The **Color Mode** option must be set to **Normal** to enable PDF/X support. When the Color Mode option is set to **Grayscale**, the PDF/X controls are automatically cleared and are not available.

### Note

If the option is viewed from a **Queue Properties** window, an Override icon is available next to the option. Click the **Override** icon to lock (override) or unlock the setting. When an Override icon is locked, the settings associated with the override take precedence over what is configured in the job.

## About Banner Page Message

The Banner Page Message box is intended for the user's own message or notes. The text entered in the message box is printed along with the Job ID, server information, and queue information.

### Important

The **Print Banner Pages** check box must be selected for the Banner Page Message to be printed.

Type directly into the message box, the desired text to be printed on the Banner Page of the print job.

## About Sides Imaged

This option determines the placement and positioning of the image or text on the page.

- **1 Sided:** Only the front side of the sheet of paper is printed.
- **2-Sided:** Both the front and the back sides of the paper are printed.
- **Head-to-Toe:** 2-sided printing where the top of each page is positioned at opposite ends of the sheet of paper. To read the back side of the sheet, turn the sheet over from top to bottom.

## About Stock List

This option displays a table that lists all available stock papers loaded in the printer and ready for use. If you make a selection from the stock list, you do not have to configure the following properties on the Paper Stock tab:

- **Size**
- **Color**
- **Type**
- **Weight**
- **Coating**

## About Job Processing

Job processing information is updated at regular intervals and at significant events.

The Job Processing options include:

- **Bytes Processed**
- **Images Processed**
- **Total Pages Printed**



- **Sets Completed**

**Note**

This information is also displayed in the Display Options window of the Status Area.

**Related Topics:**

[Using the Job Progress Option to Monitor Your Print Job](#)

## About the Paper Stock Tab

**Note**

The features and options available depend upon the configuration of your system.

**Note**

If you selected a stock from the Stock List on the Basic Settings tab, the following properties are pre-selected:

- **Size**
- **Weight**
- **Color**
- **Type**
- **Front Coating**
- **Back Coating**

If you did not select a stock from the Stock List, you can use the properties listed above to configure the paper stock options. Additionally, you will need to select an option for the **Drilled** property.

When you are finished making selections, click either:

- **Cancel** to exit the window without saving your selections
- **Save** to save your selections and close the window

**Related Topics:**

[Strategies for Configuring the Paper Stock Tab](#)

## Strategies for Configuring the Paper Stock Tab

**Note**

The features and options available depend upon the configuration of your system.

Choose from the following strategy options:

- Use the default stock settings.

Any attributes not specified either by the submitter or in the data file are acquired from the queue defaults.

- Select a stock from the **Stock List**.

This option ensures that the job uses an available stock.

- Set all properties except for Size to **Use-Ready**.

The system uses any available stock of the correct size. When using this option, you can either select a size, or permit the size to be determined by the data file.

#### Note

If a job uses multiple page sizes, do not to set a specific size.

- Set properties to **Unspecified**.
- Select the Custom option for the property and enter a unique value.

#### Note

If the selections are not available in the printer when the job is ready to print, the job becomes ineligible or creates a Stock Not Loaded fault.

## About Stock Name

If you selected a stock from the Stock List on the Basic Settings tab, that stock name appears in this field.

## About Stock Size

Select the desired paper size.

If you select Custom, the Width and Height fields appear where you can enter the appropriate measurements.

#### Note

The acceptable range for each dimension appears under its entry field.

## About Stock Weight

Select the desired paper weight.

#### Note

The supported media weight is 70-250 GSM.

## About Stock Color

Select the desired paper color.

If you select Custom, an additional field appears where you can enter the desired color.

## About Stock Type

Select the desired type of stock.

If you select Custom, an additional field appears where you can enter the desired stock.

## About Drilled Holes

Select the desired number of holes to be drilled.

## About Stock Front Coating

Select the desired coating for the front side of the print.

## About Stock Back Coating

Select the desired coating for the back side of the print.

# About the Output Tab

The Output tab enables you to configure finishing options. Finishing is a general term that refers to the processes that are typically performed on a job after it is printed. The specific finishing options that are available vary based on the capabilities of your printer and any attached finishing units. If no finishing unit is available, the default setting is None.

From the Output window you can configure the following basic printing properties:

- **Stapling/Finishing**
- **Sides Imaged**
- **Output Location**
- **Offset**
- **Collation**
- **Output Delivery**
- **Collated Sets Offset Interval**
- **Output Order**
- **Slip Sheets**
- **Slip Sheets Stock**

When you are finished making selections, click either:

- **Cancel** to exit the window without saving your selections
- **Save** to save your selections and close the window

## About Stapling/Finishing

Select the desired option for stapling, hole punching, and/or folding.

### Note

Depending on your selections, additional Stapling and/or Hole Punch menus or options may appear where you can make additional selections.

### Note

The graphical representation of the printed pages is updated to show the results of the options selected.

## About Sides Imaged

This option determines the placement and positioning of the image or text on the page.

- **1 Sided:** Only the front side of the sheet of paper is printed.
- **2-Sided:** Both the front and the back sides of the paper are printed.
- **Head-to-Toe:** 2-sided printing where the top of each page is positioned at opposite ends of the sheet of paper. To read the back side of the sheet, turn the sheet over from top to bottom.

## About Output Location

Choose one of the following selections:

- **System Specified:** Allows the system to select the most appropriate output location based on the job properties selected and the available finishing components on the printer.
- **Top Tray 1:** Used for simpler jobs that do not require finishing or collated stacking. This tray is also used as the purge destination.
- **Stacker Cart:** Used for most large jobs that require stacking or stapling.
- **Top Tray 2:** Used for simpler jobs that do not require finishing or collated stacking.
- **Stacker Tray:** Used for most small jobs that require stacking or stapling.

## About Offset

Choose one of the following selections:

- **None:** Offset is not performed. This is the default selection.
- **Each Collated Set:** The offset occurs between each set printed.

- **Each Uncollated Stack:** The offset occurs between each stack printed.
- **Each Set and Stack:** The offset occurs between each set and stack printed.

## About Collation

Click your preference for collated or uncollated print sets.

## About Output Delivery

Choose one of the following selections:

- **System Specified**
- **Face Up**
- **Face Down**

## About Collated Sets Offset Interval

Use the Up and Down arrows to select the desired number of sets for the offset interval.

## About Output Order

Choose one of the following selections:

- **1-N:** Ascending order
- **N-1:** Descending order
- **System Specified**

## About Slip Sheets

Slip sheets are pieces of paper or other media that are inserted between document sets in a print job. Slip sheets differ from job inserts in that slip sheets separate one job set from another, while job inserts separate pages of a job.

Click your preference to disable or enable use of slip sheets.

## About Slip Sheet Stock

Select the stock to be used from the table.

## About the Image Quality Tab

When adjusting image quality control settings, it is important to make small, incremental adjustments. Making large adjustments can create image quality problems.

The Image Quality tab enables you to configure or select the following color properties:

- **Color Balance**
- **Adjusted Preview**
- **Color Mode**
- **Overprint** check box
- **Black Overprint** check box
- **Text and Graphics Enhancement** check box
- **Halftone**
- **RGB to Black (for Text and Graphics)**
- **Interpolation Method**
- **Resolution (dpi)**

When you are finished making selections, click either:

- **Cancel** to exit the window without saving your selections
- **Save** to save your selections and close the window

## About Color Balance

The Color Balance adjustments enable you to fine-tune color balance for **CMYK** collectively, or for each color individually. The C (Cyan) button is selected by default, but you may select any of the buttons. By using the three sliding scales, you can adjust color balance for the following:

- **Highlights:** Move the slider up (positive values) to make the highlights in the image darker. Move the slider down (negative values) to make the highlights in the image lighter.
- **Midtones:** Move the slider up (positive values) to make the midtones in the image darker. Move the slider down (negative values) to make the midtones in the image lighter.
- **Shadows:** Move the slider up (positive values) to make the shadows in the image darker. Move the slider down (negative values) to make the shadows in the image lighter.

**Note**

The buttons above the sliders each have three values that change to show the numerical effect that changing the slider has on that particular color.

**Note**

To reset all of the sliding scales, click the **Reset All To Zero** button.

**Note**

If you make an adjustment using the C, M, Y, or K buttons, the All Colors button becomes unavailable.

## About Adjusted Preview

The check box enables you to toggle between a representation of the original color balance settings and your adjusted color settings. The preview of your job images is only available for PostScript™, PDF, and TIFF file types. For other file types, such as PCL or VIPP, stock images are used for the preview.

If you select and then clear the Adjusted Preview check box, you can show or hide the effect of the color balance adjustment to obtain before and after views of the displayed image.

**Note**

To select a different stock image for the adjusted preview, use either method below:

- Click the **Right-Arrow** and **Left-Arrow** icons to move forwards or backwards through the stock preview images sequentially.
- Click the **White Circle**, located at the bottom of the preview image, that represents the position of the desired image within the set of stock images.

## About Color Mode

**Color Mode:** Choose one of the following:

- **Normal**
- **Normal with Enhanced Gloss**
- **Grayscale**
- **Fast Black**

**Related Topics:**

[About Grayscale Printing](#)

## About Grayscale Printing

Selecting a **Grayscale** option disables any Image Quality features that are incompatible with grayscale printing.

## About the Overprint and Enhancement Check Boxes

The Image Quality tab includes the following check boxes to control overprinting and enhancement:

- **Overprint:** Select the check box to enable overprint.
- **Black Overprint:** Select the check box to enable black overprint.
- **Text and Graphics Enhancement:** Select the check box to enable text and graphic enhancement.

## About Halftones and Screens

Halftone Screen refers to the pattern of dots or lines of varying sizes applied to an image of varying tones, or same sized dots applied to a tint of color for color systems.

The **System Specified** halftone screen is the default option applied.

Make the desired selection.

### Tip

The number values seen in the list of options refer to the screen frequencies of the various dot screen and line screen patterns described. It is important to note that a higher-value screen frequency does not necessarily produce a better result. The novice user is encouraged to accept the default setting, as this setting is designed to produce the best general results of the available settings.

The general differences among the various kinds of halftone screens are described below:

### Note

Selections available vary by printer type.

- **Dot Screening:** Dot screening applies a rosette type pattern to the screen, which is a commonly desired screen pattern. The dot screen halftone makes seeing artifacts and patterns in a large halftone much less likely. However, when two straight line areas meet one another, slight jags may be visible. A dot screen is particularly useful for large gradients and other shading areas likely to produce visible lines from a line screen pattern.
- **Line Screen Halftone:** A line screen provides a linear dot pattern. The line screen halftone makes seeing artifacts and patterns in a large halftone more likely compared to a dot screen. However, when two straight lines adjoining halftone areas meet, the linear nature of the screen avoids the jagged border areas that are more often found in a dot screen pattern.



- **Stochastic Screens:** Stochastic screening uses randomly placed dots instead of the traditional halftone dots aligned along designated screen angles. The concept of stochastic screening is that dots placed randomly do not cause moire patterns. However, completely random positioning does not work well. The stochastic screen prevents screening interference patterns, but it can cause graininess and other visual artifacts. Therefore, stochastic screening as implemented by your printer uses a complex algorithm to determine the optimum placement of dots in order to appear random while reducing graininess. This random arrangement of dots means there is no direction to the screen; and therefore no screen angle exists. The variable spacing of the dots means there is no fixed spacing, and therefore there is no screen frequency. So, without frequency or angle, there is no possibility of moire among the four process-color screens, or even of moire from patterns within an image.

## About RGB to Black for Text and Graphics

Select one of the following:

- **Off**
- **Black Uses K Only**
- **Black and Gray Use K Only**

## About Image Interpolation

Image interpolation, or image resample, attempts to produce a smooth transition between adjacent samples rather than simply replicating pixels which would result in blocky images.

The FreeFlow® Print Server enables you to select an interpolation method in order to achieve maximum image quality at the desired [RIP](#) performance. Image interpolation is the process of estimating the value of the output image based on the known values of the input images.

The several interpolation methods available that are used to scale image data, or pixels, from one resolution to another are described below:

- **System Specified:** Use this default method if you are unsure of which other method to use.
- **Nearest Neighbor:** The output pixel value is simply the value of the input pixel closest to the output location. Nearest neighbor interpolation is the quickest interpolation method.
- **Bi-Linear:** The replacement pixel in the scaled image is calculated using a weighted sum of the four nearest pixel values in the source image. The Bi-Linear method offers better quality results than Nearest Neighbor interpolation.
- **Filtered:** This method uses an anti-aliasing filter to construct a smooth analog signal from a digital input.

- **Smart:** This method automatically chooses between Bi-Linear interpolation and Filtered interpolation based on the input image characteristics. Smart interpolation provides the best quality interpolation.

## About Resolution

Select one of the following:

- 300x300x8 dpi
- 600x600x8 dpi

### Note

For best results, match the resolution of the print file to the resolution setting of the print queue.

## About the Color Management Tab

The Color Management tab enables you to select advanced color settings that affect the printed image quality.

The Color Management window is divided into two sections:

- **Controls Area:** This area enables you to select and configure options for:
  - **CMYK**
  - **RGB**
  - **Gray Source**
  - **Spot Color Processing**
- **Color Data Flow Diagram:** This diagram illustrates the path that the color data follow while being processed by the system.

## About the Color Management Controls Area





The color controls area uses several tabs to group the settings by color space (CMYK, RGB, and Gray) and associated processing options (Spot Color Processing).

### Note

The Destination Profile is not located within the tabbed areas because it affects all color spaces.

## About the Icons Used in the Color Management Tab

**Table 6. Identification of Icons Used in the Color Management Tab**

| Icon  | Name |
|---|------|
|  | CMYK |
|  | RGB  |
|  | Gray |
|  | Spot |

## About the CMYK Tab

The CMYK tab includes the following settings:

### CMYK Source Color Space

- **Use Embedded Profile** check box
  - **Images**
  - **Text and Graphics Enhancement**

### CMYK Rendering Intent

- **Use Embedded Rendering** check box
  - **Images**
  - **Text**
  - **Graphics**

## Additional Information About CMYK Color Space

The **CMYK Color Space** section of the Color Management Tab has two areas: **CMYK Source Color Space** and **CMYK Rendering Intent**. Each area has a check box that can be selected to use embedded profile or rendering information in the job, or can be cleared to ignore embedded information.

### Note

If the option is viewed from a **Queue Properties** window, an **Override** icon is available next to the option. Click the **Override** icon to lock (override) or unlock the setting. When an **Override** icon is locked, the settings associated with the override take precedence over what is configured in the job.

The **CMYK Source Color Space** area contains two menus: **Images** and **Text and Graphics Enhancement**. The **CMYK Rendering Intent** area contains three menus: **Images**, **Text**, and **Graphics**. These menus enable you to make separate adjustments that cause the system to perform specific optimization for CMYK.

## About Using Embedded Profile for CMYK & RGB

By enabling or disabling the **Use Embedded Profile** check box, you can choose whether to use or ignore any embedded profiles that may be in the print job. By default, the check box is not selected and any profiles are ignored. When selected, any embedded profiles take precedence over the queue default settings. If there are no embedded profiles in the job, the queue default settings are used even if the Use Embedded Profile check box is selected.

### Note

Selection of the **Use Embedded Profile** check box for RGB is recommended. Enabling this feature gives the most accurate output from the intent of the file creator.

## About CMYK Source Color Space for Images & Text and Graphics Enhancement

The CMYK options for the Source Color Space menus (**Images** and **Text and Graphics Enhancement**) are the same.

Make the desired selection.

## About CMYK & RGB Rendering Intent for Images, Text, and Graphics

The CMYK and RGB options for the three menus (**Images**, **Text**, and **Graphics**) are the same.

Select one of the following:

- **Saturation**
- **Perceptual**
- **Relative Colorimetric**
- **Absolute Colorimetric**

The Rendering Intent and Color Space features enable the system to perform specific optimizations for CMYK or RGB. For example, a **Colorimetric** selection is best used for **CMYK** color matching, while a value of **Perceptual** is best used for **RGB** professional photographs.

### Related Topics:

[Explanation of Job Rendering](#)

[Additional Information About Using Embedded Rendering for CMYK & RGB](#)

## Explanation of Job Rendering

Occasionally, the requested colors in an image are outside the gamut of the target printer and cannot be exactly reproduced. Rendering provides color mapping between the color gamut of the source image and the color gamut of the printer.

Select the Rendering option that best fits the images in the source files as they map to the printer.

## Additional Information About Using Embedded Rendering for CMYK & RGB

By enabling or disabling the **Use Embedded Rendering** check box, you can choose whether to use or ignore any embedded rendering intents that may be in the print job.

By default, the check box is not selected and any rendering intents are ignored. When selected, any embedded rendering intents take precedence over the queue default settings. If there is no embedded rendering intent in the job, the queue default settings are used even if the Use Embedded Rendering check box is selected.

### Tip

The default settings on this window give optimal results with most print jobs. Only make changes to the settings if you understand the effect that the changes will have to the output.

To use the rendering already embedded within the job, select the **Use Embedded Rendering** check box.

Otherwise, choose among the following options on the **Images**, **Text**, and **Graphics** menus:

- **Saturation:** Optimizes the rendering of business graphics, such as charts and graphs. Preserves 100 % K, making it good for text.
- **Perceptual:** Optimizes the rendering of photographic images. Preserves the visual relationship among colors as they are perceived by the human eye. All or most colors are proportionally scaled to fit the output gamut, but their relationship does not change.
- **Relative Colorimetric:** Optimizes the rendering of spot color and logos. This transformation, however, uses additional information, such as hue and saturation, specified in the source profile to select the most appropriate value within the printer gamut. Colors that fall within the Output Color space remain the same. Only colors that fall outside are changed to the closest possible color within the Output Color space.
- **Absolute Colorimetric:** Optimizes the rendering of spot color and logos by identifying the closest value within the printer gamut.

## Note

You can choose different rendering options for images, text, and graphics to optimize each output type appropriately.

## About the RGB Tab

The RGB tab includes the following settings:

### RGB Source Color Space

- **Use Embedded Profile** check box
  - **Images**
  - **Text and Graphics Enhancement**
  - **Enable Printer Simulation** check box

### RGB Rendering Intent

- **Use Embedded Rendering** check box
  - **Images**
  - **Text**
  - **Graphics**

## Additional Information About RGB Color Space

The **RGB Color Space** section of the Color Management Tab has two areas: **RGB Source Color Space** and **RGB Rendering Intent**. Each area has a check box that can be selected to use embedded profile or rendering information in the job, or can be cleared to ignore embedded information.

## Note

If the option is viewed from a **Queue Properties** window, an Override icon is available next to the option. Click the **Override** icon to lock (override) or unlock the setting. When an Override icon is locked, the settings associated with the override take precedence over what is configured in the job.

The **RGB Source Color Space** area contains two menus: **Images** and **Text and Graphics Enhancement**. The **RGB Rendering Intent** area contains three menus: **Images**, **Text**, and **Graphics**. These menus enable you to make separate adjustments that cause the system to perform specific optimization for RGB.

By selecting the **Enable Printer Simulation** check box, you can control emulation processing. The default setting for RGB Emulation is **Off**. When the check box is selected, RGB processing follows the CMYK path.

**Tip**

If you are trying to match an industry standard and your file contains RGB and CMYK input, select the **Enable Printer Simulation** check box so the RGB and CMYK elements will match.

If you have a document that contains RGB and CMYK data and want all of the data to match, it is also recommended that you select the **Enable Printer Simulation** check box. The RGB data is converted to CMYK using the CMYK Color Space chosen in the CMYK Color Space area.

When the **Enable Printer Simulation** check box is selected, the following are true:

- The **RGB Rendering Intent** adjustments are unavailable since the Printer Simulation is enabled via the auto-generation of RGB-to-CMYK DeviceLink ICC profiles and image adjustment is applied on the Lab color space.
- Some settings are unavailable in the **Color Management** tab.

## About Using Embedded Profile for CMYK & RGB

By enabling or disabling the **Use Embedded Profile** check box, you can choose whether to use or ignore any embedded profiles that may be in the print job. By default, the check box is not selected and any profiles are ignored. When selected, any embedded profiles take precedence over the queue default settings. If there are no embedded profiles in the job, the queue default settings are used even if the Use Embedded Profile check box is selected.

**Note**

Selection of the **Use Embedded Profile** check box for RGB is recommended. Enabling this feature gives the most accurate output from the intent of the file creator.

## About RGB Source Color Space for Images & Text and Graphics Enhancement

The RGB options for the Source Color Space menus (**Images** and **Text and Graphics Enhancement**) are the same.

Select one of the following:

- **Adobe RGB**
- **sRGB**
- **Apple RGB**
- **Color Match RGB**

## About CMYK & RGB Rendering Intent for Images, Text, and Graphics

The CMYK and RGB options for the three menus (**Images**, **Text**, and **Graphics**) are the same.

Select one of the following:

- **Saturation**
- **Perceptual**
- **Relative Colorimetric**
- **Absolute Colorimetric**

The Rendering Intent and Color Space features enable the system to perform specific optimizations for CMYK or RGB. For example, a **Colormetric** selection is best used for **CMYK** color matching, while a value of **Perceptual** is best used for **RGB** professional photographs.

#### **Related Topics:**

[Explanation of Job Rendering](#)

[Additional Information About Using Embedded Rendering for CMYK & RGB](#)

### **Explanation of Job Rendering**

Occasionally, the requested colors in an image are outside the gamut of the target printer and cannot be exactly reproduced. Rendering provides color mapping between the color gamut of the source image and the color gamut of the printer.

Select the Rendering option that best fits the images in the source files as they map to the printer.

### **Additional Information About Using Embedded Rendering for CMYK & RGB**

By enabling or disabling the **Use Embedded Rendering** check box, you can choose whether to use or ignore any embedded rendering intents that may be in the print job.

By default, the check box is not selected and any rendering intents are ignored. When selected, any embedded rendering intents take precedence over the queue default settings. If there is no embedded rendering intent in the job, the queue default settings are used even if the Use Embedded Rendering check box is selected.

#### **Tip**

The default settings on this window give optimal results with most print jobs. Only make changes to the settings if you understand the effect that the changes will have to the output.

To use the rendering already embedded within the job, select the **Use Embedded Rendering** check box.

Otherwise, choose among the following options on the **Images**, **Text**, and **Graphics** menus:



- **Saturation:** Optimizes the rendering of business graphics, such as charts and graphs. Preserves 100 % K, making it good for text.
- **Perceptual:** Optimizes the rendering of photographic images. Preserves the visual relationship among colors as they are perceived by the human eye. All or most colors are proportionally scaled to fit the output gamut, but their relationship does not change.
- **Relative Colorimetric:** Optimizes the rendering of spot color and logos. This transformation, however, uses additional information, such as hue and saturation, specified in the source profile to select the most appropriate value within the printer gamut. Colors that fall within the Output Color space remain the same. Only colors that fall outside are changed to the closest possible color within the Output Color space.
- **Absolute Colorimetric:** Optimizes the rendering of spot color and logos by identifying the closest value within the printer gamut.

#### Note

You can choose different rendering options for images, text, and graphics to optimize each output type appropriately.

## About the Gray Tab

The Gray tab includes the following settings:

### Gray Source Color Space

- **Use Embedded Profile**
  - **Images**
  - **Text and Graphics Enhancement**

## Additional Information About the Gray Source Color Space

The **Gray Source Color Space** section of the Color Management tab has a **Use Embedded Profile** check box that can be selected to use embedded profile information in the job, or cleared to ignore embedded information.

#### Note

If the option is viewed from a **Queue Properties** window, an Override icon is available next to the option. Click the **Override** icon to lock (override) or unlock the setting. When an Override icon is locked, the settings associated with the override take precedence over what is configured in the job.

The **Gray Source Color Space** area contains two menus: **Images** and **Text and Graphics Enhancement**. These menus enable you to make separate adjustments that cause the system to perform specific optimization for the color gray.

## About Using Embedded Profile for Gray Source Color Space

By enabling or disabling the **Use Embedded Profile** check box, you can choose whether to use or ignore any embedded profiles that may be in the print job. By default, the check box is not selected and any profiles are ignored. When selected, any embedded profiles take precedence over the queue default settings. If there are no embedded profiles in the job, the queue default settings are used even if the Use Embedded Profile check box is selected.

## About Gray Source Color Space for Images and Text and Graphics Enhancement

The Gray options for the two Source Color Space menus (**Images** and **Text and Graphics Enhancement**) are the same.

Choose one of the following selections:

- Gamma 1\_8
- Gamma 2\_2
- LPC70 Gray

## About the Spot Processing Tab

The Spot Processing tab includes the check box to enable spot color processing.

When the color path is disabled, the alternative color space is used instead of the spot colors.

### Note

If the option is viewed from a **Queue Properties** window, an Override icon is available next to the option. Click the **Override** icon to lock (override) or unlock the setting. When an Override icon is locked, the settings associated with the override take precedence over what is configured in the job.

The Print Server honors all PANTONE® and spot colors that are defined in the spot color table. The spot colors in PostScript and PDF files can be specified by the PostScript setcustomcolor operators as well as the separation and DeviceN color operators. The alternative color spaces are used in case the spot color is not found in the spot color table.

The following scenario exemplifies the value of this feature: You want to print a document that contains spot color text, graphics, and images. Viewed on the computer monitor, the spot color data within the document is seen; however when the document is printed, the colors look very different from what was seen on the monitor. Because the Print Server does not support spot color processing for images, you might prefer to disable spot color processing and eliminate this problem.

A second example scenario follows: Within the document there are spot color objects and CMYK objects next to each other that should match. If you disable spot color processing, the spot color data goes through the CMYK path, resulting in objects that look the same.

## About Destination Profile

Select the desired profile to be used.

## About the Color Management Flow Diagram

The color flow diagram always reflects the current state of the control area settings. The diagram is refreshed any time the settings are changed.

Place the mouse over any area of the diagram to display a tool tip containing information about that specific area of the diagram.

# About the Image Placement Tab

The Image Placement window enables you to configure:

- **Layout Type**
- **Image Rotation**
- **Image Shift**

When you are finished making selections, click either:

- **Cancel** to exit the window without saving your selections
- **Save** to save your selections and close the window

## About Layout Type

The Layout Type option enables you to select the desired printed layout.

The following selections are available:

- **None:** No special layout is applied.
- **N Up:** This layout is often used to provide a down-scaled proof print of the job. Enables you to designate how many pages (N) are to be printed on a single sheet of paper.
- **Booklet:** A booklet is made up of individual sheets of paper that are bound between a front and back cover.
- **Signature:** A signature sheet is a sheet of paper that is folded one or more times to become a single unit of several pages in multiples of four.

## About Image Rotation

The Image Rotation option enables you to rotate the printing or image 180 degrees.

Select between no rotation (0 degrees) and 180 degree rotation.

## About Image Shift

The Image Shift option enables you to adjust where on a page printing occurs.

Use the Up and Down arrows to increase or decrease the amount of desired shift in either or both the X and Y directions.

### Note

A positive X value, shifts printing up; a negative value shifts printing down.

A positive Y value, shifts the printing to the right; a negative value shifts printing to the left.

To center the printing on the page, click the **Center** button.

If the print is 2-sided, repeat the process for Side 2.

## About the Special Pages Tab

The Special Pages entry window displays all of the created special pages. You may use the task icons to perform basic file management actions. Select the desired file, and click the appropriate icon:

- **Edit Icon:** Opens the selected Special Page for editing.
- **Delete Icon:** Deletes the selected Special Page in the list.
- **Delete All Icon:** Deletes all Special Pages created.
- **Refresh Icon:** Updates the displayed list of Special Pages.

To create a new Special Page, click one of the following icons used to categorize the different page types:

- **Front Cover**
- **Back Cover**
- **Exceptions**
- **Inserts**

A new window appears where you can configure various related properties.

### Related Topics:





[About Front Cover and Back Cover](#)

[About New Exception Page\(s\)](#)





[About Inserts](#)

## About the Icons Used for Special Pages

**Table 7. Identification of Icons Used for Special Pages Tabs**

| Icon  | Tab Name    |
|---|-------------|
|  | Front Cover |
|  | Back Cover  |
|  | Exceptions  |
|  | Inserts     |

**Table 8. Identification of Icons Used in Special Pages**

| Icon  | Name       | Description  |
|---|------------|--|
|  | Edit       | Enables you to edit the properties of the selected special page. |
|  | Delete     | Deletes the selected special page.                               |
|  | Delete All | Deletes all special pages.                                       |
|  | Refresh    | Updates the display in the window.                               |

## About Front Cover and Back Cover

The method for configuring the Front Cover and Back Cover is similar. Both setup windows include the same configuration options as described below.

### Note

The features and options available depend upon the configuration of your system.

From the Front Cover and Back Cover windows you can configure the following properties:

- **Making Front Cover & Back Cover Same**
- **Print On**
- **Size**
- **Weight**
- **Color**
- **Type**
- **Drilled**
- **Front Coating**
- **Back Coating**

When you are finished making selections, click either:

- **Cancel** to exit the window without saving your selections
- **Ok** to save your selections and close the window

## About Making the Front Cover & Back Cover the Same

Select the check box if the front and back covers are to be the same.

## About Print On

**Print On:** Use the menu to make one of the following selections in regards to the front and back covers:

- **None**
- **Inside Only**
- **Outside Only**
- **Both Sides**

## About Stock Size

Select the desired paper size.

If you select Custom, the Width and Height fields appear where you can enter the appropriate measurements.

### Note

The acceptable range for each dimension appears under its entry field.

## About Stock Weight

Select the desired paper weight.

**Note**

The supported media weight is 70-250 GSM.

## About Stock Color

Select the desired paper color.

If you select Custom, an additional field appears where you can enter the desired color.

## About Stock Type

Select the desired type of stock.

If you select Custom, an additional field appears where you can enter the desired stock.

## About Drilled Holes

Select the desired number of holes to be drilled.

## About Stock Front Coating

Select the desired coating for the front side of the print.

## About Stock Back Coating

Select the desired coating for the back side of the print.

# About New Exception Page(s)

The New Exception Page(s) Properties window enables you to configure special characteristics for specific pages or a range of pages within a print job.

The New Exception Page(s) Properties window includes three tabs:

- **Settings:** Enables you to configure basic paper properties.
- **Image Quality:** Enables you to configure basic color settings such as color mode, color balance, and method of interpolation.
- **Color Management:** Enables you to configure advanced color settings such as spot color processing, **CMYK** source color space, and **RGB** rendering intent.

**Note**

The New Exceptions Page(s) window opens to display the configuration options of the Settings tab.

### Related Topics:

[About the Image Quality Tab](#)

[About the Color Management Tab](#)

## About the Basic Settings Tab

From the Settings window you can configure the following properties:

- **Size**
- **Weight**
- **Color**
- **Sides Imaged**
- **Image Shift**
- **Type**
- **Drilled**
- **Front Coating**
- **Back Coating**

## About Page(s)

The Pages(s) option remains at the top of the window regardless of which tab is selected.

Enter the page numbers and/or the range of pages using commas to separate the entries.

## About Stock Size

Select the desired paper size.

If you select Custom, the Width and Height fields appear where you can enter the appropriate measurements.

### Note

The acceptable range for each dimension appears under its entry field.

## About Stock Weight

Select the desired paper weight.

### Note

The supported media weight is 70-250 GSM.

## About Stock Color

Select the desired paper color.

If you select Custom, an additional field appears where you can enter the desired color.



## About Stock Type

Select the desired type of stock.

If you select Custom, an additional field appears where you can enter the desired stock.

## About Drilled Holes

Select the desired number of holes to be drilled.

## About Stock Front Coating

Select the desired coating for the front side of the print.

## About Stock Back Coating

Select the desired coating for the back side of the print.

## About Sides Imaged

This option determines the placement and positioning of the image or text on the page.

- **1 Sided:** Only the front side of the sheet of paper is printed.
- **2-Sided:** Both the front and the back sides of the paper are printed.
- **Head-to-Toe:** 2-sided printing where the top of each page is positioned at opposite ends of the sheet of paper. To read the back side of the sheet, turn the sheet over from top to bottom.

## About Image Shift

The Image Shift option enables you to adjust where on a page printing occurs.

Use the Up and Down arrows to increase or decrease the amount of desired shift in either or both the X and Y directions.

### Note

A positive X value, shifts printing up; a negative value shifts printing down.

A positive Y value, shifts the printing to the right; a negative value shifts printing to the left.

To center the printing on the page, click the **Center** button.

If the print is 2-sided, repeat the process for Side 2.

## About the Image Quality Tab

Selecting the Image Quality tab enables to you to configure the following properties:

- **Color Balance**
- **Adjusted Preview**
- **Color Mode**
- **Overprint** check box
- **Black Overprint** check box
- **Text and Graphics (Enhancement)** check box
- **Halftone**
- **RGB to Black (for Text and Graphics)**
- **Interpolation Method**

When you are finished making selections, click either:

- **Cancel** to exit the window without saving your selections
- **Ok** to save your selections and close the window

## About Page(s)

The Pages(s) option remains at the top of the window regardless of which tab is selected.

Enter the page numbers and/or the range of pages using commas to separate the entries.

## About Color Balance

The Color Balance adjustments enable you to fine-tune color balance for **CMYK** collectively, or for each color individually. The C (Cyan) button is selected by default, but you may select any of the buttons. By using the three sliding scales, you can adjust color balance for the following:

- **Highlights:** Move the slider up (positive values) to make the highlights in the image darker. Move the slider down (negative values) to make the highlights in the image lighter.
- **Midtones:** Move the slider up (positive values) to make the midtones in the image darker. Move the slider down (negative values) to make the midtones in the image lighter.
- **Shadows:** Move the slider up (positive values) to make the shadows in the image darker. Move the slider down (negative values) to make the shadows in the image lighter.

**Note**

The buttons above the sliders each have three values that change to show the numerical effect that changing the slider has on that particular color.

**Note**

To reset all of the sliding scales, click the **Rest All To Zero** button.

**Note**

If you make an adjustment using the C, M, Y, or K buttons, the All Colors button becomes unavailable.

**About Adjusted Preview**

The check box enables you to toggle between a representation of the original color balance settings and your adjusted color settings. The preview of your job images is only available for PostScript™, PDF, and TIFF file types. For other file types, such as PCL or VIPP, stock images are used for the preview.

If you select and then clear the Adjusted Preview check box, you can show or hide the effect of the color balance adjustment to obtain before and after views of the displayed image.

**Note**

To select a different stock image for the adjusted preview, use either method below:

- Click the **Right-Arrow** and **Left-Arrow** icons to move forwards or backwards through the stock preview images sequentially.
- Click the **White Circle**, located at the bottom of the preview image, that represents the position of the desired image within the set of stock images.

**About Color Mode**

**Color Mode:** Choose one of the following:

- **Normal**
- **Normal with Enhanced Gloss**
- **Grayscale**
- **Fast Black**

**Related Topics:**

[About Grayscale Printing](#)

**About Grayscale Printing**

Selecting a **Grayscale** option disables any Image Quality features that are incompatible with grayscale printing.

## About the Overprint and Enhancement Check Boxes

The Image Quality tab includes the following check boxes to control overprinting and enhancement:

- **Overprint:** Select the check box to enable overprint.
- **Black Overprint:** Select the check box to enable black overprint.
- **Text and Graphics Enhancement:** Select the check box to enable text and graphic enhancement.

## About Halftones and Screens

Halftone Screen refers to the pattern of dots or lines of varying sizes applied to an image of varying tones, or same sized dots applied to a tint of color for color systems.

The **System Specified** halftone screen is the default option applied.

Make the desired selection.

### Tip

The number values seen in the list of options refer to the screen frequencies of the various dot screen and line screen patterns described. It is important to note that a higher-value screen frequency does not necessarily produce a better result. The novice user is encouraged to accept the default setting, as this setting is designed to produce the best general results of the available settings.

The general differences among the various kinds of halftone screens are described below:

### Note

Selections available vary by printer type.

- **Dot Screening:** Dot screening applies a rosette type pattern to the screen, which is a commonly desired screen pattern. The dot screen halftone makes seeing artifacts and patterns in a large halftone much less likely. However, when two straight line areas meet one another, slight jags may be visible. A dot screen is particularly useful for large gradients and other shading areas likely to produce visible lines from a line screen pattern.
- **Line Screen Halftone:** A line screen provides a linear dot pattern. The line screen halftone makes seeing artifacts and patterns in a large halftone more likely compared to a dot screen. However, when two straight lines adjoining halftone areas meet, the linear nature of the screen avoids the jagged border areas that are more often found in a dot screen pattern.

- **Stochastic Screens:** Stochastic screening uses randomly placed dots instead of the traditional halftone dots aligned along designated screen angles. The concept of stochastic screening is that dots placed randomly do not cause moire patterns. However, completely random positioning does not work well. The stochastic screen prevents screening interference patterns, but it can cause graininess and other visual artifacts. Therefore, stochastic screening as implemented by your printer uses a complex algorithm to determine the optimum placement of dots in order to appear random while reducing graininess. This random arrangement of dots means there is no direction to the screen; and therefore no screen angle exists. The variable spacing of the dots means there is no fixed spacing, and therefore there is no screen frequency. So, without frequency or angle, there is no possibility of moire among the four process-color screens, or even of moire from patterns within an image.

## About RGB to Black for Text and Graphics

Select one of the following:

- **Off**
- **Black Uses K Only**
- **Black and Gray Use K Only**

## About Image Interpolation

Image interpolation, or image resample, attempts to produce a smooth transition between adjacent samples rather than simply replicating pixels which would result in blocky images.

The FreeFlow® Print Server enables you to select an interpolation method in order to achieve maximum image quality at the desired [RIP](#) performance. Image interpolation is the process of estimating the value of the output image based on the known values of the input images.

The several interpolation methods available that are used to scale image data, or pixels, from one resolution to another are described below:

- **System Specified:** Use this default method if you are unsure of which other method to use.
- **Nearest Neighbor:** The output pixel value is simply the value of the input pixel closest to the output location. Nearest neighbor interpolation is the quickest interpolation method.
- **Bi-Linear:** The replacement pixel in the scaled image is calculated using a weighted sum of the four nearest pixel values in the source image. The Bi-Linear method offers better quality results than Nearest Neighbor interpolation.
- **Filtered:** This method uses an anti-aliasing filter to construct a smooth analog signal from a digital input.

- **Smart:** This method automatically chooses between Bi-Linear interpolation and Filtered interpolation based on the input image characteristics. Smart interpolation provides the best quality interpolation.

## About Resolution

Select one of the following:

- 300x300x8 dpi
- 600x600x8 dpi

### Note

For best results, match the resolution of the print file to the resolution setting of the print queue.

## About the Color Management Tab

The Color Management tab enables you to select advanced color settings that affect the printed image quality.

The Color Management window is divided into two sections:

- **Controls Area:** This area enables you to select and configure options for:
  - **CMYK**
  - **RGB**
  - **Gray Source**
  - **Spot Color Processing**
- **Color Data Flow Diagram:** This diagram illustrates the path that the color data follow while being processed by the system.

## About the Color Management Controls Area





The color controls area uses several tabs to group the settings by color space (CMYK, RGB, and Gray) and associated processing options (Spot Color Processing).

### Note

The Destination Profile is not located within the tabbed areas because it affects all color spaces.

## About the Icons Used in the Color Management Tab

Table 9. Identification of Icons Used in the Color Management Tab

| Icon  | Name |
|---|------|
|  | CMYK |
|  | RGB  |
|  | Gray |
|  | Spot |

## About the CMYK Tab

The CMYK tab includes the following settings:

### CMYK Source Color Space

- **Use Embedded Profile** check box
  - **Images**
  - **Text and Graphics Enhancement**

### CMYK Rendering Intent

- **Use Embedded Rendering** check box
  - **Images**
  - **Text**
  - **Graphics**

## Additional Information About CMYK Color Space

The **CMYK Color Space** section of the Color Management Tab has two areas: **CMYK Source Color Space** and **CMYK Rendering Intent**. Each area has a check box that can be selected to use embedded profile or rendering information in the job, or can be cleared to ignore embedded information.

### Note

If the option is viewed from a **Queue Properties** window, an **Override** icon is available next to the option. Click the **Override** icon to lock (override) or unlock the setting. When an **Override** icon is locked, the settings associated with the override take precedence over what is configured in the job.

The **CMYK Source Color Space** area contains two menus: **Images** and **Text and Graphics Enhancement**. The **CMYK Rendering Intent** area contains three menus: **Images**, **Text**, and **Graphics**. These menus enable you to make separate adjustments that cause the system to perform specific optimization for CMYK.

## About Using Embedded Profile for CMYK & RGB

By enabling or disabling the **Use Embedded Profile** check box, you can choose whether to use or ignore any embedded profiles that may be in the print job. By default, the check box is not selected and any profiles are ignored. When selected, any embedded profiles take precedence over the queue default settings. If there are no embedded profiles in the job, the queue default settings are used even if the Use Embedded Profile check box is selected.

### Note

Selection of the **Use Embedded Profile** check box for RGB is recommended. Enabling this feature gives the most accurate output from the intent of the file creator.

## About CMYK Source Color Space for Images & Text and Graphics Enhancement

The CMYK options for the Source Color Space menus (**Images** and **Text and Graphics Enhancement**) are the same.

Make the desired selection.

## About CMYK & RGB Rendering Intent for Images, Text, and Graphics

The CMYK and RGB options for the three menus (**Images**, **Text**, and **Graphics**) are the same.

Select one of the following:

- **Saturation**
- **Perceptual**
- **Relative Colorimetric**
- **Absolute Colorimetric**

The Rendering Intent and Color Space features enable the system to perform specific optimizations for CMYK or RGB. For example, a **Colorimetric** selection is best used for **CMYK** color matching, while a value of **Perceptual** is best used for **RGB** professional photographs.

### Related Topics:

[Explanation of Job Rendering](#)

[Additional Information About Using Embedded Rendering for CMYK & RGB](#)



## Explanation of Job Rendering

Occasionally, the requested colors in an image are outside the gamut of the target printer and cannot be exactly reproduced. Rendering provides color mapping between the color gamut of the source image and the color gamut of the printer.

Select the Rendering option that best fits the images in the source files as they map to the printer.

## Additional Information About Using Embedded Rendering for CMYK & RGB

By enabling or disabling the **Use Embedded Rendering** check box, you can choose whether to use or ignore any embedded rendering intents that may be in the print job.

By default, the check box is not selected and any rendering intents are ignored. When selected, any embedded rendering intents take precedence over the queue default settings. If there is no embedded rendering intent in the job, the queue default settings are used even if the Use Embedded Rendering check box is selected.

### Tip

The default settings on this window give optimal results with most print jobs. Only make changes to the settings if you understand the effect that the changes will have to the output.

To use the rendering already embedded within the job, select the **Use Embedded Rendering** check box.

Otherwise, choose among the following options on the **Images**, **Text**, and **Graphics** menus:

- **Saturation:** Optimizes the rendering of business graphics, such as charts and graphs. Preserves 100 % K, making it good for text.
- **Perceptual:** Optimizes the rendering of photographic images. Preserves the visual relationship among colors as they are perceived by the human eye. All or most colors are proportionally scaled to fit the output gamut, but their relationship does not change.
- **Relative Colorimetric:** Optimizes the rendering of spot color and logos. This transformation, however, uses additional information, such as hue and saturation, specified in the source profile to select the most appropriate value within the printer gamut. Colors that fall within the Output Color space remain the same. Only colors that fall outside are changed to the closest possible color within the Output Color space.
- **Absolute Colorimetric:** Optimizes the rendering of spot color and logos by identifying the closest value within the printer gamut.

### Note

You can choose different rendering options for images, text, and graphics to optimize each output type appropriately.

## About the RGB Tab

The RGB tab includes the following settings:

### RGB Source Color Space

- **Use Embedded Profile** check box
  - **Images**
  - **Text and Graphics Enhancement**
  - **Enable Printer Simulation** check box

### RGB Rendering Intent

- **Use Embedded Rendering** check box
  - **Images**
  - **Text**
  - **Graphics**

## Additional Information About RGB Color Space

The **RGB Color Space** section of the Color Management Tab has two areas: **RGB Source Color Space** and **RGB Rendering Intent**. Each area has a check box that can be selected to use embedded profile or rendering information in the job, or can be cleared to ignore embedded information.

### Note

If the option is viewed from a **Queue Properties** window, an **Override** icon is available next to the option. Click the **Override** icon to lock (override) or unlock the setting. When an **Override** icon is locked, the settings associated with the override take precedence over what is configured in the job.

The **RGB Source Color Space** area contains two menus: **Images** and **Text and Graphics Enhancement**. The **RGB Rendering Intent** area contains three menus: **Images**, **Text**, and **Graphics**. These menus enable you to make separate adjustments that cause the system to perform specific optimization for RGB.

By selecting the **Enable Printer Simulation** check box, you can control emulation processing. The default setting for RGB Emulation is **Off**. When the check box is selected, RGB processing follows the CMYK path.

**Tip**

If you are trying to match an industry standard and your file contains RGB and CMYK input, select the **Enable Printer Simulation** check box so the RGB and CMYK elements will match.

If you have a document that contains RGB and CMYK data and want all of the data to match, it is also recommended that you select the **Enable Printer Simulation** check box. The RGB data is converted to CMYK using the CMYK Color Space chosen in the CMYK Color Space area.

When the **Enable Printer Simulation** check box is selected, the following are true:

- The **RGB Rendering Intent** adjustments are unavailable since the Printer Simulation is enabled via the auto-generation of RGB-to-CMYK DeviceLink ICC profiles and image adjustment is applied on the Lab color space.
- Some settings are unavailable in the **Color Management** tab.

## About Using Embedded Profile for CMYK & RGB

By enabling or disabling the **Use Embedded Profile** check box, you can choose whether to use or ignore any embedded profiles that may be in the print job. By default, the check box is not selected and any profiles are ignored. When selected, any embedded profiles take precedence over the queue default settings. If there are no embedded profiles in the job, the queue default settings are used even if the Use Embedded Profile check box is selected.

**Note**

Selection of the **Use Embedded Profile** check box for RGB is recommended. Enabling this feature gives the most accurate output from the intent of the file creator.

## About RGB Source Color Space for Images & Text and Graphics Enhancement

The RGB options for the Source Color Space menus (**Images** and **Text and Graphics Enhancement**) are the same.

Select one of the following:

- **Adobe RGB**
- **sRGB**
- **Apple RGB**
- **Color Match RGB**

## About CMYK & RGB Rendering Intent for Images, Text, and Graphics

The CMYK and RGB options for the three menus (**Images**, **Text**, and **Graphics**) are the same.

Select one of the following:

- **Saturation**
- **Perceptual**
- **Relative Colorimetric**
- **Absolute Colorimetric**

The Rendering Intent and Color Space features enable the system to perform specific optimizations for CMYK or RGB. For example, a **Colormetric** selection is best used for **CMYK** color matching, while a value of **Perceptual** is best used for **RGB** professional photographs.

#### **Related Topics:**

[Explanation of Job Rendering](#)

[Additional Information About Using Embedded Rendering for CMYK & RGB](#)

### **Explanation of Job Rendering**

Occasionally, the requested colors in an image are outside the gamut of the target printer and cannot be exactly reproduced. Rendering provides color mapping between the color gamut of the source image and the color gamut of the printer.

Select the Rendering option that best fits the images in the source files as they map to the printer.

### **Additional Information About Using Embedded Rendering for CMYK & RGB**

By enabling or disabling the **Use Embedded Rendering** check box, you can choose whether to use or ignore any embedded rendering intents that may be in the print job.

By default, the check box is not selected and any rendering intents are ignored. When selected, any embedded rendering intents take precedence over the queue default settings. If there is no embedded rendering intent in the job, the queue default settings are used even if the Use Embedded Rendering check box is selected.

#### **Tip**

The default settings on this window give optimal results with most print jobs. Only make changes to the settings if you understand the effect that the changes will have to the output.

To use the rendering already embedded within the job, select the **Use Embedded Rendering** check box.

Otherwise, choose among the following options on the **Images**, **Text**, and **Graphics** menus:

- **Saturation:** Optimizes the rendering of business graphics, such as charts and graphs. Preserves 100 % K, making it good for text.

- **Perceptual:** Optimizes the rendering of photographic images. Preserves the visual relationship among colors as they are perceived by the human eye. All or most colors are proportionally scaled to fit the output gamut, but their relationship does not change.
- **Relative Colorimetric:** Optimizes the rendering of spot color and logos. This transformation, however, uses additional information, such as hue and saturation, specified in the source profile to select the most appropriate value within the printer gamut. Colors that fall within the Output Color space remain the same. Only colors that fall outside are changed to the closest possible color within the Output Color space.
- **Absolute Colorimetric:** Optimizes the rendering of spot color and logos by identifying the closest value within the printer gamut.

#### Note

You can choose different rendering options for images, text, and graphics to optimize each output type appropriately.

### About the Gray Tab

The Gray tab includes the following settings:

#### Gray Source Color Space

- **Use Embedded Profile**
  - **Images**
  - **Text and Graphics Enhancement**

### Additional Information About the Gray Source Color Space

The **Gray Source Color Space** section of the Color Management tab has a **Use Embedded Profile** check box that can be selected to use embedded profile information in the job, or cleared to ignore embedded information.

#### Note

If the option is viewed from a **Queue Properties** window, an **Override** icon is available next to the option. Click the **Override** icon to lock (override) or unlock the setting. When an **Override** icon is locked, the settings associated with the override take precedence over what is configured in the job.

The **Gray Source Color Space** area contains two menus: **Images** and **Text and Graphics Enhancement**. These menus enable you to make separate adjustments that cause the system to perform specific optimization for the color gray.

## About Using Embedded Profile for Gray Source Color Space

By enabling or disabling the **Use Embedded Profile** check box, you can choose whether to use or ignore any embedded profiles that may be in the print job. By default, the check box is not selected and any profiles are ignored. When selected, any embedded profiles take precedence over the queue default settings. If there are no embedded profiles in the job, the queue default settings are used even if the Use Embedded Profile check box is selected.

## About Gray Source Color Space for Images and Text and Graphics Enhancement

The Gray options for the two Source Color Space menus (**Images** and **Text and Graphics Enhancement**) are the same.

Choose one of the following selections:

- Gamma 1\_8
- Gamma 2\_2
- LPC70 Gray

## About the Spot Processing Tab

The Spot Processing tab includes the check box to enable spot color processing.

When the color path is disabled, the alternative color space is used instead of the spot colors.

### Note

If the option is viewed from a **Queue Properties** window, an Override icon is available next to the option. Click the **Override** icon to lock (override) or unlock the setting. When an Override icon is locked, the settings associated with the override take precedence over what is configured in the job.

The Print Server honors all PANTONE® and spot colors that are defined in the spot color table. The spot colors in PostScript and PDF files can be specified by the PostScript setcustomcolor operators as well as the separation and DeviceN color operators. The alternative color spaces are used in case the spot color is not found in the spot color table.

The following scenario exemplifies the value of this feature: You want to print a document that contains spot color text, graphics, and images. Viewed on the computer monitor, the spot color data within the document is seen; however when the document is printed, the colors look very different from what was seen on the monitor. Because the Print Server does not support spot color processing for images, you might prefer to disable spot color processing and eliminate this problem.

A second example scenario follows: Within the document there are spot color objects and CMYK objects next to each other that should match. If you disable spot color processing, the spot color data goes through the CMYK path, resulting in objects that look the same.

## About Destination Profile

Select the desired profile to be used.

## About the Color Management Flow Diagram

The color flow diagram always reflects the current state of the control area settings. The diagram is refreshed any time the settings are changed.

Place the mouse over any area of the diagram to display a tool tip containing information about that specific area of the diagram.

# About Inserts

### Note

The features and options available depend upon the configuration of your system.

From the New Insert(s) window you can configure the following properties:

- **Page(s)**
- **Quantity**
- **Size**
- **Weight**
- **Color**
- **Type**
- **Drilled**
- **Front Coating**
- **Back Coating**

When you are finished making selections, click either:

- **Cancel** to exit the window without saving your selections
- **Ok** to save your selections and close the window

## About Page(s)

Enter the page numbers and/or the range of pages using commas to separate the entries.

## About Quantity

Use the Up and Down arrows to change the number of desired prints.

## About Stock Size

Select the desired paper size.

If you select Custom, the Width and Height fields appear where you can enter the appropriate measurements.

### Note

The acceptable range for each dimension appears under its entry field.

## About Stock Weight

Select the desired paper weight.

### Note

The supported media weight is 70-250 GSM.

## About Stock Color

Select the desired paper color.

If you select Custom, an additional field appears where you can enter the desired color.

## About Stock Type

Select the desired type of stock.

If you select Custom, an additional field appears where you can enter the desired stock.

## About Drilled Holes

Select the desired number of holes to be drilled.

## About Stock Front Coating

Select the desired coating for the front side of the print.

## About Stock Back Coating

Select the desired coating for the back side of the print.



# About Time Stamps

The Time Stamps tab enables you to view various time-related information for a print job.

The Time Stamp tab displays the following data about printed jobs:

- **Submission Time**
- **Processing Start Time**
- **Print Start Time**
- **Total Print Suspend Time**
- **Completion Time**
- **Processing End Time**
- **Print End Time**
- **Total Processing Suspend Time**

## About Submission Time

**Submission Time:** The time that the job was submitted and accepted by the Print Server.

## About Processing Start Time

**Processing Start Time:** The time that the Print Server started to process the job.

## About Print Start Time

**Print Start Time:** The time that the job started to be printed.

## About Total Print Suspend Time

**Total Suspend Time:** The time that the job was suspended while being printed.

## About Completion Time

**Completion Time:** The amount of time the job took to be completed.

## About Processing End Time

**Processing End Time:** The time that the Print Server finished processing the job.

## About Print End Time

**The Print End Time:** The time that the job finished being printed.

## About Total Processing Suspend Time

**Total Processing Suspend Time:** The amount of time that the job was suspended while being processed.

# About the Option Conflict Gray-out Feature

The FreeFlow® Print Server uses a Conflict Gray-out feature to prevent you from selecting conflicting features on the same tab.

If you select a Stapling/Finishing option of **Staple**, the **Output Location** changes to a location that supports your finishing selection. The **Output Location** menu is grayed-out until you select a finishing option that is supported by multiple sources.

This feature prevents the job from faulting and prevents you from having to locate the conflicting features.

### Restriction

Due to Java limitations, this feature cannot cause individual selections within a menu to be grayed-out. The Programming Conflicts dialog detects conflicts resulting between tabs and within menus. If a conflict occurs, the Programming Conflicts dialog displays a description of the conflict and instructions for resolution.

# Managing Print Jobs

The features in Job Manager enable you to perform all of the following tasks and actions:

- View thumbnail images of the print job prior to sending the job to print.
- Upload a new print job to the Print Server.
- Make multiple selections to enact the same action to several jobs simultaneously.
- Release a job to print from the Held or Completed queue list.
- Move a print job to a different queue.
- Delete a print job.
- Change properties of a print job.

- Rename a print job.

## Uploading a New Print Job to the Print Server

1. To open the Upload New Job window, use either method below:
  - Right-click the mouse anywhere in the job list and select **Upload New Job**.
  - Select **Upload New Job** from the More Actions window.

The Upload New Job... window appears.

2. Use the Browse button to navigate to the directory containing the file to be printed.
3. Double-click the desired file, or single-click the file and click **Open**.  
The desired file name appears in the File Name field.
4. Click in the **Submit to Queue** field to display the list of available print queues.
5. Select the desired print queue.
6. Click **Upload Job**.

The Uploading File window opens and tracks the processing progress. Shortly, the job appears as Active in the Queue list.

## Viewing Thumbnail Images of a Print Job

Only print jobs in the Held queue are available for viewing prior to printing.

A PostScript™ license is required to access this feature.

Thumbnail images of a print job can be viewed prior to submitting the job to print. The Thumbnail... feature provides a low resolution preview to verify job composition and layout.

1. To open the Thumbnail... window, use either method below:
  - Select the job to be viewed from the **Held** queue list, and select **Thumbnails...** from the More Actions menu.
  - Right-click the job to be viewed from the **Held** queue list, and select **Thumbnails....**
2. Once the process is completed, the selected job appears in the Thumbnails... window.
3. Use the buttons as described below:
  - a) Click **Previous** and **Next** to navigate through the pages of the job.
  - b) Click **Rotate** to rotate the thumbnail images.
4. When done viewing the thumbnail images, click **Close**.

## Making Multiple Job or Queue Selections

To select multiple jobs or queues, use either method below:

- For individual items, press and hold down the **<CTRL>** (Control) key and select each item by left-clicking the mouse.

- For multiple, sequential items, press and hold down the <**SHIFT**> key and select the first and last items that you want from the list.

This action highlights the first and last selected file or queue names and all entries in between.

## Changing Job Properties

1. To modify the properties of submitted print jobs, use any method below:

- Double-click the job.
- Right-click the job and select **Properties**.
- Select the job and click the **Properties** icon in the toolbar.
- Select the job and select **Properties** from the More Actions menu.

The Job Property windows opens.

2. Make the desired changes.
3. Click **Save**.

## Renaming a Print Job

To change a job name in the Completed list, the **Retain PDL Files** option must be selected in System Preferences. There are no limitations for changing job names in any of the other job lists.

1. Use any method below to open the Job Properties window:

- Double-click the desired job.
- Right-click the job and select **Properties**.
- Select the job and select **Properties** from the More Actions menu.
- Select the job and click the **Properties** icon on the toolbar.

The Job Property windows opens.

2. Highlight or select the current name in the Name field.
3. Type the new job name.
4. Click **Save**.

When you return to the job list, the new file name appears.

## Moving a Print Job to a Different Queue

1. Perform either action from the Job Manager window:

- Right-click the job and select **Move to Queue**.
- Select the job and select **Move to Queue** from the More Actions menu.

2. Select a print queue from the list and click **OK**.

The job is moved to the selected queue.

## Releasing a Job to Print

Releasing jobs for printing can be done from the Held queue list and the Completed queue list if the **Retain PDL** option is enabled in the General tab of Administration.

1. Select the job to be released in the Held or Completed list.
2. Click the **Resume** icon on the toolbar.

## Deleting a Print Job

1. Perform either action from the Job Manager window:
  - Right-click the job and select **Delete**.
  - Select the job and select **Delete** from the More Options menu.
2. When the Confirmation window appears, select **Yes** to remove the job from the system.

The job is completely removed from the system.



# Queue Manager

The Queue Manager section enables you to create and manage print queues and ensure the steady flow of jobs through the printing system.

The Queue Manager also enables you to:

- change the properties of a queue
- change the job status of a queue

## Working with Printer Queues

For a job to be printed, it must be submitted to the printer through a print queue.

The function of a print queue is to manage the flow of print jobs through the FreeFlow® Print Server to the printer.

## About Default Queues

Three predefined queues are created automatically on new FreeFlow® Print Server installations or on systems that reload the operating system.

### Note

Predefined queues are not created during FreeFlow® Print Server upgrade installations.

This installation feature enables you to use the Print, Save, and Hold queue capabilities immediately without the need to create each queue manually once the software is installed.

The following queues are created automatically:

- **HostName\_PRINT:** The Print queue is created with the standard set of default settings.
- **HostName\_SAVE:**
  - **Color printers:** The Save queue is created with typical color attribute settings. For example, Fast Reprint Format, Save **DRI**, and Gather Images are enabled.
  - **Monochrome printers:** The Save queue is created with typical monochrome image quality attribute settings.
- **HostName\_HOLD:** The Hold queue is created with the standard set of default settings. The queue is set to Do Not Release Jobs. This setting prevents the queue from automatically releasing jobs to print. Jobs can only be printed once they are manually set to be released or if the queue status is changed.

These three queues function similarly to any other queue you may create. You can change the queue properties and copy or delete the queue at any time.

### Note

If you select a different display language for the system, the system prompts you whether you want the three predefined queues renamed using the selected language. Follow the displayed instructions.

## About the Queue Manager Window

The Queue Manager window displays all of the queues available on the printer.

Each queue is like a virtual printer which has unique characteristics that are defined when the queue is created. The columns of the Queue list display information on the following topics for each available printer queue on the system:

- **Queue Name:** Name of the queue.
- **Priority:** Each queue for the printer is assigned a priority. The priority designates the order in which the queues are to be processed. The priority of a queue can be set between 1 (highest priority) and 100 (lowest priority). The default priority setting is 50.
- **Accept:** The Accept column displays either Yes or No. If Yes is displayed, the queue is enabled to accept new jobs for printing. If No is displayed, the queue is prevented from accepting new jobs for printing.
- **Release:** The Release column displays either Yes or No. If Yes is displayed, the queue automatically prints incoming jobs. If No is displayed, the queue can only print if it is manually set to release or if the queue status is changed.
- **Lock:** The Lock column displays either Yes or No. If Yes is displayed, the queue is locked. If No is displayed, the queue is unlocked. Properties of a locked queue cannot be changed without first unlocking the queue.



- **Hot Folder:** The Hot Folders option enables you to print jobs by copying jobs into a Hot Folder enabled queue. The Hot Folder column displays either Yes or No. If Yes is displayed, the Hot Folders option is enabled. If No is displayed, the Hot Folders option is disabled.

## Accessing the Queue Manager Window

Click **Queue** on the navigation bar.

## Configuring the Queue Manager Window

1. To change the order of the job data categories that appear in the queue list, click on a column heading and drag it to the desired location in the heading row.
2. To change the width of a displayed column, do the following steps:
  - a) Click on the desired column separator.

The mouse cursor changes to a double-headed arrow.

- b) Hold down the left mouse button and drag the column separator appropriately:

Left to decrease column width;

Right to increase column width.

### Note

If the width of a column is too small to display the entire contents of a cell, hover the cursor over the cell to view the full contents.

## Understanding the Override Option

When you enable the Override icon in Queue Manager for any queue property, that selection applies to any jobs submitted to that queue and takes precedence over any property selections that are made in the Job Manager or programmed into the job.

Before you create a queue and begin making property selections for it, you must understand the Override option.

The priority levels of the Override option are listed below:

1. Queue overrides
2. Exception page programming
3. Job ticket settings
4. Submission print protocol (lp, lpr, nprint) settings
5. PDL Level options (setpagedevice & PCL options)
6. Queue defaults

For example, any Exception Page settings (priority 2) overrides any Job Ticket settings (priority 3). Any Queue Property override settings take precedence over all other property features.

## Creating New Queues

Before jobs can be printed, they must be submitted to the printer through a print queue. The function of a queue is to manage the flow of print jobs through the Print Server to the printer.

### Creating a New Printer Queue

Create a new queue when you need to control the flow or handling of documents in different ways.

1. From the Queue Manager window, do one of the following:

- Click the **New** icon in the toolbar.
- Right-click on any queue and select **New**.

The New Queue window opens.

2. In the **Name** field, enter a name that identifies the queue. For example, if the queue is set to release jobs, the name may be PRINTER3RELEASE.

The name may consist of letters and/or numbers and can have up to 25 characters, including underscores.

When creating a queue to be used for lp/lpr printing, the queue name is limited to 14 characters. A queue name longer than 14 characters is not visible to the lp/lpr gateway. This is a limitation of the gateway.

#### Note

The **Printer Name** is read only. It contains the name of the connected printer.

3. Enable the **Override** icon if you want the setting to take precedence over programming associated with individual jobs.

4. Make option selections using the following tabs:

- The **Basic Settings** tab: Enables you to set queue property options.
- The **Paper Stock** tab: Enables you to select the queue default paper stock.
- The **Output** tab: Enables you to select queue output options.
- The **Image Quality** tab: Enables you to set basic functions that enhance the quality of the printed image.
- The **Color Management** tab: Enables you to make selections regarding use of embedded profiles and intended rendering.
- The **Image Placement** tab: Enables you to modify the original images for output.

- The **PDL Settings** tab: Enables you to select decomposer (processing) options.

#### Note

If you do not have a valid PostScript™ license on the system, you will see PostScript in the list of format options, but it will be grayed out and it cannot be selected.

5. When you are finished making selections, do one of the following:
  - Click **Cancel** to exit the window without creating a new queue.
  - Click **Add Queue** to create the new queue and exit the window.
6. Set a priority between 1 (highest priority) and 100 (lowest priority) for the queue. The default priority setting is 50.

Each queue for the printer is assigned a priority. The priority indicates the order in which the queues are to be processed. All jobs in the queue with the highest priority are processed before jobs in queues having lower priorities. If a priority is not set, a default priority of 50 is assigned to the queue when it is created. If more than one queue has the same priority, the queues are processed in repeating succession.

7. Make any other necessary changes to the remaining fields:
  - **Accept**
  - **Release**
  - **Lock**
  - **Hot Folder**

## About the Print Line

The Print Line represents the current physical setup of the print system including print speed, resolution, and sides imaged.

The Print Line is established on the **UI** of the printer. The printer UI sends information about the currently active Print Line and a list of the system's Print Lines to the FreeFlow® Print Server. The Print Server uses Print Line information in the following ways:

- The active Print Line name is displayed in the main UI status area.
- Each queue is linked to a specific Print Line which is selected when the queue is created.
- A job sent to a queue linked to a non-active Print Line can be scheduled and ripped, but it will not be printed until the required Print Line is active.

Non-selectable Print Line information is displayed in the Basic Settings tab of the Queue Properties or Job Properties window.

#### Note

The Print Line selection cannot be changed on an existing queue.

### Note

When using Copy Queue, the new queue inherits the Print Line selection of the copied queue.

## Setting or Changing Queue Properties

Once a new queue is created, most of its properties can be added, deleted, and modified; however, the **Queue Name** and **Printer Name** cannot be modified.

### Note

When you enable the Override icon in Queue Manager for any queue property, that selection applies to any jobs submitted to that queue and takes precedence over any property selections that are made in the Job Manager or programmed into the job.

## Accessing the Queue Properties Window

Use any method below:

- Double-click a queue.
- Right-click a queue and select **Properties**.
- Select a queue and select **Properties** from the **More Actions** menu.
- Select a queue and click the **Properties** icon in the toolbar.

The Queue Properties window appears.

## Exiting from the Properties Window

To return to either the Job Manager window or the Queue Manager window from the Properties window without saving changes, use any method below:

- Click **Cancel**.
- Click the **X** icon in the upper, right corner of the window.

- Press the <Esc> key.

## About Queue Properties

The Queue Properties window enables you to view and specify parameters that are used as default settings to process all jobs submitted to the queue.

The Queue Properties window contains the following tabs:

- **Basic Settings:** Contains default job property settings for jobs submitted to the queue.
- **Paper Stock:** Contains stock and tray choices for your print job.
- **Output:** Contains features used to determine job output options.
- **Image Quality:** Enables you to make image quality adjustments.
- **Color Management:** Contains two sections: the color data flow diagram and the controls area. The color data flow diagram represents the paths that color data follow while being processed by the system. The controls area enables you to set functions that enhance the quality of the printed image based on the type of file printed and the fonts used.
- **Image Placement:** Contains features that enable you to modify original images for output.
- **PDL Settings:** PDL settings determine how jobs sent to the queue are decomposed (ripped), or prepared for printing based on their PDL.

### Note

If you do not have a valid PostScript™ license on the system, you will see PostScript in the list of format options, but it will be grayed out and it cannot be selected.

## About the More Actions Menu in Queue Manager

### Note

All options in the More Actions menu are also available by right-clicking any entry in the queue list.

The More Actions menu in the Queue Manager includes:

- **Properties:** Enables you to view and modify the properties of an existing queue.
- **New:** Enables you to create a new queue.
- **Delete:** Enables you to delete an existing queue.
- **Set as Default:** Enables you to set a default queue.
- **Enable Hot Folder:** Enables use of the Hot Folders option that lets you print jobs by copying jobs into a Hot Folder enabled queue.

- **Disable Hot Folder:** Disables use of the Hot Folders option.
- **Accept:** Enables the queue to accept new jobs for printing.
- **Reject:** Prevents the queue from accepting new jobs for printing.
- **Release:** Sets the queue to automatically send incoming jobs to print.
- **Hold Jobs:** Prevents the queue from automatically releasing jobs to print. Jobs can only be printed once they are manually set to be released or if the queue status is changed.
- **Lock:** Enables you to lock one or multiple queues.
- **Unlock:** Enables you to unlock one or multiple queues.
- **Select All:** Highlights all of the queues in the queue list.
- **Clear All:** Clears all selected (highlighted) queues in the queue list.
- **Redisplay:** Updates the queue list display.

To choose more than one queue when selecting the Delete, Accept, Reject, Release, and Hold Jobs options, use either action below:

- Press and hold down the **<CTRL>** (Control) key and select each individual queue.
- To select multiple queues that are sequential in the list, press and hold down the **<SHIFT>** key while selecting the first and last queue names you want to select. This action highlights the first and last selected queue names and all queues in between.

## About the Queue Manager Icon Toolbar

The toolbar offers several of the same options available from the More Actions menu. The toolbar includes the following buttons:

- **New Queue:** Enables you to create a new queue.
- **Queue Properties:** Enables you to view and modify the properties of an existing queue.
- **Release Jobs:** Sets the queue to automatically send incoming jobs to print.
- **Hold Jobs:** Prevents the queue from automatically releasing jobs to print. Jobs can only be printed once they are manually set to be released or if the queue status is changed.

To choose more than one queue when selecting the Release or the Hold Jobs options, use either method below:

- Press and hold down the **<CTRL>** (Control) key and select each individual queue.
- To select multiple queues that are sequential in the list, press and hold down the **<SHIFT>** key while selecting the first and last queue names you want to select. This action highlights the first and last selected queue names and all queues in between.

## About Icon Use

Icons are used throughout the user interface to provide quick access to frequently used actions.

Some icons are used throughout the entire [UI](#). Other icons are unique to a particular tab.








### Related Topics:

[About the Common Icons Used in Job and Queue Properties](#)

[About the Unique Icons Used in Queue Properties](#)








## About the Icons Used for the Queue Properties Tabs

**Table 10. Identification of Icons Used for Queue Properties Tabs**

| Icon  | Tab Name         |
|---|------------------|
|    | Basic Settings   |
|    | Paper Stock      |
|   | Output           |
|  | Image Quality    |
|  | Color Management |
|  | Image Placement  |
|  | PDL Settings     |




## About the Unique Icons Used in Queue Properties

Table 11. Identification of Icons Unique to Queue Properties


















| Icon  | Name                  | Description   |
|---|-----------------------|---|
|  | New Queue             | Launches the Queue Properties window so you can configure the properties for a new queue. |
|  | Accept Jobs Queue     | Sets the selected queue to accept print jobs.   |
|  | Reject Jobs Queue     | Sets the selected queue to reject print jobs.   |
|  | Release Jobs in Queue | Sets the selected queue to release print jobs.  |
|  | Hold Jobs in Queue    | Sets the desired queue to not release print jobs.   |
|  | Delete Queue          | Deletes the selected queue.   |
|  | Default Queue         | Indicates the queue that is set as the default queue.                                     |














## About the Common Icons Used in Job and Queue Properties









Table 12. Identification of Common Icons Used

| Icon  | Name              | Description  |
|---|-------------------|--|
| <b>General</b>  |                   |  |
|  | Override Disabled | Indicates that there is no queue override applied to the property.   |
|  | Override Enabled  | Indicates that the queue property option selected is set up to override the same option that was set as a job property in Job Manager. |
|  | Properties        | Provides access to the Job Properties window.  |



| Icon  | Name                             | Description   |
|---|----------------------------------|---|
| <b>Basic Settings</b>   |                                  |   |
|    | Uncollated                       | Indicates that the pages are not printed in sequence, but by quantity. Example: 1, 1, 1, 2, 2, 2, 3, 3, 3.      |
|    | Collated                         | Indicates that the pages of the print job are printed sequentially by set. Example: 1, 2, 3, 1, 2, 3, 1, 2, 3.  |
|    | PDF                              | Indicates a file format of <b>PDF</b> .   |
|    | TIFF                             | Indicates a file format of <b>TIFF</b> .  |
|    | PostScript                       | Indicates a file format of PostScript.  |
|    | Unknown Format                   | Indicates that the file format is not known.  |
|    | One Sided                        | Indicates that the job is printed on only one side of the paper.  |
|    | Two Sided                        | Indicates that the job is printed on both sides of the paper.   |
|    | Head-to-Toe                      | Indicates that the job is printed with the top of the images positioned at opposite ends of the sheet of paper. |
| <b>Output</b>   |                                  |   |
|  | Output Delivery System Specified | Indicates that the output delivery method is specified by the system.   |
|  | Output Delivery Face Up          | Indicates that printer pages are delivered face up.   |
|  | Output Delivery Face Down        | Indicates that printer pages are delivered face down.   |
|  | Output Order Ascending (1-N)     | Indicates that the output order has page 1 on top and the last page on the bottom.                              |
|  | Output Order Descending (N-1)    | Indicates that the output order has the last page on top and page 1 on the bottom.                              |
|  | Output Order System Specified    | Indicates that the output order is specified by the system.   |
|  | Slip Sheets Enable               | Indicates that slip sheets are in use.  |
|  | Slips Sheets Disable             | Indicates that slip sheets are not in use.  |

| Icon  | Name                       | Description   |
|---|----------------------------|---|
| Image Quality   |                            |   |
|    | Normal                     | Indicates a color mode of Normal.                                   |
|    | Normal with Enhanced Gloss | Indicates a color mode of Normal with Enhanced Gloss.               |
|    | Grayscale                  | Indicates a color mode of Grayscale.                                |
|    | Fast Black                 | Indicates a color mode of Fast Black.                               |
|    | System Specified           | Indicates that halftone screen used is system selected.             |
|    | Dot                        | Indicates that a Dot halftone screen is in use.                     |
|    | Line                       | Indicates that a Line halftone screen is in use.                    |
|    | Stochastic                 | Indicates that a Stochastic halftone screen is in use.              |
|    | System Specified           | Indicates that the interpolation method used is system selected.    |
|   | Nearest Neighbor           | Indicates that the Nearest Neighbor interpolation method is in use. |
|  | Bi-Linear                  | Indicates that the Bi-Linear interpolation method is in use.        |
|  | Filtered                   | Indicates that the Filtered interpolation method is in use.         |
|  | Smart                      | Indicates that the Smart interpolation method is in use.            |

| Icon  | Name                 | Description  |
|---|----------------------|--|
| Image Placement   |                      |  |
|  | None                 | Indicates that no layout type is selected.   |
|  | N Up                 | Indicates that the layout type N Up is selected where multiple pages of content can be printed on a single sheet of paper.   |
|  | Booklet              | Indicates that the layout type Booklet is selected where the content is bound and usually has a cover.   |
|  | Signature            | Indicates that the layout type Signature is selected where a large sheet of paper is printed with four or a multiple of four pages that when folded creates a section of a book. |
|  | Portrait             | Indicates that the page display is vertical.   |
|  | Landscape            | Indicates that the page display is sideways.   |
|  | Rotation 0 Degrees   | Indicates that the image is not rotated.   |
|  | Rotation 180 Degrees | Indicates that the image is rotated 180 degrees.   |

## About the Basic Settings Tab

The Basic Settings tab enables you to view and change default job settings that are applied to jobs submitted to the queue.

### Note

When you enable the Override icon in Queue Manager for any queue property, that selection applies to any jobs submitted to that queue and takes precedence over any property selections that are made in the Job Manager or programmed into the job.

From the Basic Settings window you can configure the following basic printing properties:

- **Quantity**
- **Collation**
- **Administrative Pages**
- **Start Message**
- **Sides Imaged**
- **Format**
- **Banner Page Message**
- **Stock List**

When you are finished making selections, click either:

- **Cancel** to exit the window without saving your selections
- **Save** to save your selections and close the window

## About Quantity

Use the Up and Down arrows to change the number of desired prints.

## About Collation

Click your preference for collated or uncollated print sets.

## About Administrative Pages

Administrative Pages are optional pages that can be printed with the job. Either the System Administrator or the Operator can configure a print job to include Administrative Pages options.

Different Administrative Pages can be enabled for each queue, or one Administrative Page can be created for a group of queues.

The types of Administrative Pages that can be printed for a printer queue include the following:

- Banner Pages
- Attributes Report
- Error Page

### Note

Enabling the Override icon causes each setting to take precedence over any property selections made in the Job Manager or programmed into the job. For example, if you want to print a Banner Page and/or an Attributes Report on a particular queue, enable the Override icon.

## About Banner Pages

A Banner Page is a break page that prints at the beginning of each job and contains specific job information by default.

Banner Pages provide the following information:

- **Job Name:** Specifies the name of the job and is used to identify and track the job in the queue.
- **Job Sender:** The name of the person who sent the job. This field cannot be edited.
- **Job Recipient:** The name of the person who is to receive the job. If you do not know the name of the intended recipient, you may enter a recipient location.
- **Banner Page Message:** Information you want to be printed on the Banner Page.

- **Printing Date and Time:** Specifies when the job was printed.
- **Number of Copies:** The number of job copies that were printed.
- **Product Name and Current Software Version**
- **Account Number:** Can be a number used for billing purposes.
- **Job ID:** The job identification set at the Print Server.
- **Server Name and Queue Name:** Identifies the server and queue.

To include a printed Banner Page as the first page of the job, select the **Print Banner Pages** check box.

### Important

The **Print Banner Pages** check box must be selected for the Banner Page Message to be printed.

## About Attribute Reports

The Attributes Report is a one-page summary of the selected job or queue settings.

The Attributes Report includes information about the following:

- **Job Identification**
- **Stock**
- **Output**
- **Image Quality**

To print an Attributes Report, select the **Print Attributes Report** check box.

To view the Attributes Report, open the Properties window for the job or queue and click the **View Report** button.

## About the Error Page

An Error Page prints with the job if the page has been enabled.

### Note

Any Queue Property override settings take precedence over all other property settings.

To print Error Pages, select the **Print Error Pages** check box.

### Note

When a job is printed but has errors, the status displayed for the job says **Completed With Errors**.

## About Start Message

The Start Message box is intended for you to record any special instructions or information for the print operator. The Start Message is not printed.

Type any special instructions or information for the print operator into the message box.

Example: You can include a description of the queue or include directions such as, “Send only 8.5 x 14 inch jobs.”

## About Sides Imaged

This option determines the placement and positioning of the image or text on the page.

- **1 Sided:** Only the front side of the sheet of paper is printed.
- **2-Sided:** Both the front and the back sides of the paper are printed.
- **Head-to-Toe:** 2-sided printing where the top of each page is positioned at opposite ends of the sheet of paper. To read the back side of the sheet, turn the sheet over from top to bottom.

## About Format

Use the menu to make one of the following selections:

- **PDF**
- **PostScript**
- **TIFF**
- **JPEG**
- **Unknown**

### Note

If you select either PostScript™ or PDF, two additional check boxes appear:

- **Process as PDF/X**
- **Disable Printer Simulation for PDF/X Jobs**

## About PDF/X Processing

When the **Process as PDF/X** check box is enabled, the Output Intent profile specified in a PDF/X job is applied. Some CMYK and RGB settings are ignored as they are incompatible with PDF/X. PDF jobs that are not PDF/X compliant print normally using the color settings specified in the Color Management tab.

If the **Disable RGB Emulation for PDF/X Jobs** is selected, the Destination Profile is only applied to Device CMYK colors.

### Note

The **Color Mode** option must be set to **Normal** to enable PDF/X support. When the Color Mode option is set to **Grayscale**, the PDF/X controls are automatically cleared and are not available.

**Note**

If the option is viewed from a **Queue Properties** window, an Override icon is available next to the option. Click the **Override** icon to lock (override) or unlock the setting. When an Override icon is locked, the settings associated with the override take precedence over what is configured in the job.

**About Banner Page Message**

The Banner Page Message box is intended for the user's own message or notes. The text entered in the message box is printed along with the Job ID, server information, and queue information.

**Important**

The **Print Banner Pages** check box must be selected for the Banner Page Message to be printed.

Type directly into the message box, the desired text to be printed on the Banner Page of the print job.

**About Stock List**

This option displays a table that lists all available stock papers loaded in the printer and ready for use. If you make a selection from the stock list, you do not have to configure the following properties on the Paper Stock tab:

- **Size**
- **Color**
- **Type**
- **Weight**
- **Coating**

**About the Paper Stock Tab**

The Stock tab enables you to designate a paper stock to be used for a particular queue.

**Note**

Confirm that the attributes selected are supported on the printing system.

### Note

If you selected a stock from the Stock List on the Basic Settings tab, the following properties are pre-selected:

- **Size**
- **Weight**
- **Color**
- **Type**
- **Front Coating**
- **Back Coating**

If you did not select a stock from the Stock List, you can use the properties listed above to configure the paper stock options. Additionally, you will need to select an option from the **Drilled** property.

When you are finished making selections, click either:

- **Cancel** to exit the window without saving your selections
- **Save** to save your selections and close the window

## Strategies for Configuring the Paper Stock Tab

### Note

The features and options available depend upon the configuration of your system.

Choose from the following strategy options:

- Use the default stock settings.

Any attributes not specified either by the submitter or in the data file are acquired from the queue defaults.

- Select a stock from the **Stock List**.

This option ensures that the job uses an available stock.

- Set all properties except for Size to **Use-Ready**.

The system uses any available stock of the correct size. When using this option, you can either select a size, or permit the size to be determined by the data file.

### Note

If a job uses multiple page sizes, do not to set a specific size.

- Set properties to **Unspecified**.
- Select the Custom option for the property and enter a unique value.

### Note

If the selections are not available in the printer when the job is ready to print, the job becomes ineligible or creates a Stock Not Loaded fault.



### About Stock Name

If you selected a stock from the Stock List on the Basic Settings tab, that stock name appears in this field.

### About Stock Size

Select the desired paper size.

If you select Custom, the Width and Height fields appear where you can enter the appropriate measurements.

#### Note

The acceptable range for each dimension appears under its entry field.

### About Stock Weight

Select the desired paper weight.

#### Note

The supported media weight is 70-250 GSM.

### About Stock Color

Select the desired paper color.

If you select Custom, an additional field appears where you can enter the desired color.

### About Stock Type

Select the desired type of stock.

If you select Custom, an additional field appears where you can enter the desired stock.

### About Drilled Holes

Select the desired number of holes to be drilled.

### About Stock Front Coating

Select the desired coating for the front side of the print.

### About Stock Back Coating

Select the desired coating for the back side of the print.

## About the Output Tab

The Output tab enables you to configure finishing options. Finishing is a general term that refers to the processes that are typically performed on a job after it is printed. The specific finishing options that are available vary based on the capabilities of your printer and any attached finishing units. If no finishing unit is available, the default setting is None.

From the Output window you can configure the following basic printing properties:

- **Stapling/Finishing**
- **Sides Imaged**
- **Output Location**
- **Offset**
- **Collation**
- **Output Delivery**
- **Collated Sets Offset Interval**
- **Output Order**
- **Slip Sheets**
- **Slip Sheets Stock**

When you are finished making selections, click either:

- **Cancel** to exit the window without saving your selections
- **Save** to save your selections and close the window

## About Stapling/Finishing

Select the desired option for stapling, hole punching, and/or folding.

### Note

Depending on your selections, additional Stapling and/or Hole Punch menus or options may appear where you can make additional selections.

### Note

The graphical representation of the printed pages is updated to show the results of the options selected.

## About Sides Imaged

This option determines the placement and positioning of the image or text on the page.

- **1 Sided:** Only the front side of the sheet of paper is printed.
- **2-Sided:** Both the front and the back sides of the paper are printed.

- **Head-to-Toe:** 2-sided printing where the top of each page is positioned at opposite ends of the sheet of paper. To read the back side of the sheet, turn the sheet over from top to bottom.

## About Output Location

Choose one of the following selections:

- **System Specified:** Allows the system to select the most appropriate output location based on the job properties selected and the available finishing components on the printer.
- **Top Tray 1:** Used for simpler jobs that do not require finishing or collated stacking. This tray is also used as the purge destination.
- **Stacker Cart:** Used for most large jobs that require stacking or stapling.
- **Top Tray 2:** Used for simpler jobs that do not require finishing or collated stacking.
- **Stacker Tray:** Used for most small jobs that require stacking or stapling.

## About Offset

Choose one of the following selections:

- **None:** Offset is not performed. This is the default selection.
- **Each Collated Set:** The offset occurs between each set printed.
- **Each Uncollated Stack:** The offset occurs between each stack printed.
- **Each Set and Stack:** The offset occurs between each set and stack printed.

## About Output Order

Choose one of the following selections:

- **1-N:** Ascending order
- **N-1:** Descending order
- **System Specified**

## About Collation

Click your preference for collated or uncollated print sets.

## About Collated Sets Offset Interval

Use the Up and Down arrows to select the desired number of sets for the offset interval.

## About Output Delivery

Choose one of the following selections:

- **System Specified**
- **Face Up**
- **Face Down**

## About the Image Quality Tab

When adjusting image quality control settings, it is important to make small, incremental adjustments. Making large adjustments can create image quality problems.

The Image Quality tab enables you to configure or select the following color properties:

- **Color Balance**
- **Adjusted Preview**
- **Color Mode**
- **Overprint** check box
- **Black Overprint** check box
- **Text and Graphics Enhancement** check box
- **Halftone**
- **RGB to Black (for Text and Graphics)**
- **Interpolation Method**
- **Resolution (dpi)**

When you are finished making selections, click either:

- **Cancel** to exit the window without saving your selections
- **Save** to save your selections and close the window

## About Color Balance

The Color Balance adjustments enable you to fine-tune color balance for [CMYK](#) collectively, or for each color individually. The C (Cyan) button is selected by default, but you may select any of the buttons. By using the three sliding scales, you can adjust color balance for the following:

- **Highlights:** Move the slider up (positive values) to make the highlights in the image darker. Move the slider down (negative values) to make the highlights in the image lighter.

- **Midtones:** Move the slider up (positive values) to make the midtones in the image darker. Move the slider down (negative values) to make the midtones in the image lighter.
- **Shadows:** Move the slider up (positive values) to make the shadows in the image darker. Move the slider down (negative values) to make the shadows in the image lighter.

#### Note

The buttons above the sliders each have three values that change to show the numerical effect that changing the slider has on that particular color.

#### Note

To reset all of the sliding scales, click the **Reset All To Zero** button.

#### Note

If you make an adjustment using the C, M, Y, or K buttons, the All Colors button becomes unavailable.

### About Adjusted Preview

The check box enables you to toggle between a representation of the original color balance settings and your adjusted color settings. The preview of your job images is only available for PostScript™, PDF, and TIFF file types. For other file types, such as PCL or VIPP, stock images are used for the preview.

If you select and then clear the Adjusted Preview check box, you can show or hide the effect of the color balance adjustment to obtain before and after views of the displayed image.

#### Note

To select a different stock image for the adjusted preview, use either method below:

- Click the **Right-Arrow** and **Left-Arrow** icons to move forwards or backwards through the stock preview images sequentially.
- Click the **White Circle**, located at the bottom of the preview image, that represents the position of the desired image within the set of stock images.

### About Color Mode

**Color Mode:** Choose one of the following:

- **Normal**
- **Normal with Enhanced Gloss**
- **Grayscale**
- **Fast Black**

**Related Topics:**

[About Grayscale Printing](#)

## About Grayscale Printing

Selecting a **Grayscale** option disables any Image Quality features that are incompatible with grayscale printing.

## About the Overprint and Enhancement Check Boxes

The Image Quality tab includes the following check boxes to control overprinting and enhancement:

- **Overprint:** Select the check box to enable overprint.
- **Black Overprint:** Select the check box to enable black overprint.
- **Text and Graphics Enhancement:** Select the check box to enable text and graphic enhancement.

## About Halftones and Screens

Halftone Screen refers to the pattern of dots or lines of varying sizes applied to an image of varying tones, or same sized dots applied to a tint of color for color systems.

The **System Specified** halftone screen is the default option applied.

Make the desired selection.

### Tip

The number values seen in the list of options refer to the screen frequencies of the various dot screen and line screen patterns described. It is important to note that a higher-value screen frequency does not necessarily produce a better result. The novice user is encouraged to accept the default setting, as this setting is designed to produce the best general results of the available settings.

The general differences among the various kinds of halftone screens are described below:

### Note

Selections available vary by printer type.

- **Dot Screening:** Dot screening applies a rosette type pattern to the screen, which is a commonly desired screen pattern. The dot screen halftone makes seeing artifacts and patterns in a large halftone much less likely. However, when two straight line areas meet one another, slight jags may be visible. A dot screen is particularly useful for large gradients and other shading areas likely to produce visible lines from a line screen pattern.
- **Line Screen Halftone:** A line screen provides a linear dot pattern. The line screen halftone makes seeing artifacts and patterns in a large halftone more likely compared to a dot screen. However, when two straight lines adjoining halftone areas meet, the linear nature of the screen avoids the jagged border areas that are more often found in a dot screen pattern.

- **Stochastic Screens:** Stochastic screening uses randomly placed dots instead of the traditional halftone dots aligned along designated screen angles. The concept of stochastic screening is that dots placed randomly do not cause moire patterns. However, completely random positioning does not work well. The stochastic screen prevents screening interference patterns, but it can cause graininess and other visual artifacts. Therefore, stochastic screening as implemented by your printer uses a complex algorithm to determine the optimum placement of dots in order to appear random while reducing graininess. This random arrangement of dots means there is no direction to the screen; and therefore no screen angle exists. The variable spacing of the dots means there is no fixed spacing, and therefore there is no screen frequency. So, without frequency or angle, there is no possibility of moire among the four process-color screens, or even of moire from patterns within an image.

## About RGB to Black for Text and Graphics

Select one of the following:

- **Off**
- **Black Uses K Only**
- **Black and Gray Use K Only**

## About Image Interpolation

Image interpolation, or image resample, attempts to produce a smooth transition between adjacent samples rather than simply replicating pixels which would result in blocky images.

The FreeFlow® Print Server enables you to select an interpolation method in order to achieve maximum image quality at the desired [RIP](#) performance. Image interpolation is the process of estimating the value of the output image based on the known values of the input images.

The several interpolation methods available that are used to scale image data, or pixels, from one resolution to another are described below:

- **System Specified:** Use this default method if you are unsure of which other method to use.
- **Nearest Neighbor:** The output pixel value is simply the value of the input pixel closest to the output location. Nearest neighbor interpolation is the quickest interpolation method.
- **Bi-Linear:** The replacement pixel in the scaled image is calculated using a weighted sum of the four nearest pixel values in the source image. The Bi-Linear method offers better quality results than Nearest Neighbor interpolation.
- **Filtered:** This method uses an anti-aliasing filter to construct a smooth analog signal from a digital input.

- **Smart:** This method automatically chooses between Bi-Linear interpolation and Filtered interpolation based on the input image characteristics. Smart interpolation provides the best quality interpolation.

## About Resolution

Select one of the following:

- 300x300x8 dpi
- 600x600x8 dpi

### Note

For best results, match the resolution of the print file to the resolution setting of the print queue.

## About the Color Management Tab

The Color Management tab enables you to select advanced color settings that affect the printed image quality.

The Color Management window is divided into two sections:

- **Controls Area:** This area enables you to select and configure options for:
  - **CMYK**
  - **RGB**
  - **Gray Source**
  - **Spot Color Processing**
- **Color Data Flow Diagram:** This diagram illustrates the path that the color data follow while being processed by the system.

## About the Color Management Controls Area

The color controls area uses several tabs to group the settings by color space (CMYK, RGB, and Gray) and associated processing options (Spot Color Processing).





### Note

The Destination Profile is not located within the tabbed areas because it affects all color spaces.



## About the Icons Used in the Color Management Tab

Table 13. Identification of Icons Used in the Color Management Tab

| Icon  | Name |
|---|------|
|  | CMYK |
|  | RGB  |
|  | Gray |
|  | Spot |

### About the CMYK Tab

The CMYK tab includes the following settings:

#### CMYK Source Color Space

- **Use Embedded Profile** check box
  - **Images**
  - **Text and Graphics Enhancement**

#### CMYK Rendering Intent

- **Use Embedded Rendering** check box
  - **Images**
  - **Text**
  - **Graphics**

### *Additional Information About CMYK Color Space*

The **CMYK Color Space** section of the Color Management Tab has two areas: **CMYK Source Color Space** and **CMYK Rendering Intent**. Each area has a check box that can be selected to use embedded profile or rendering information in the job, or can be cleared to ignore embedded information.

#### Note

If the option is viewed from a **Queue Properties** window, an **Override** icon is available next to the option. Click the **Override** icon to lock (override) or unlock the setting. When an **Override** icon is locked, the settings associated with the override take precedence over what is configured in the job.

The **CMYK Source Color Space** area contains two menus: **Images** and **Text and Graphics Enhancement**. The **CMYK Rendering Intent** area contains three menus: **Images**, **Text**, and **Graphics**. These menus enable you to make separate adjustments that cause the system to perform specific optimization for CMYK.

### *About Using Embedded Profile for CMYK & RGB*

By enabling or disabling the **Use Embedded Profile** check box, you can choose whether to use or ignore any embedded profiles that may be in the print job. By default, the check box is not selected and any profiles are ignored. When selected, any embedded profiles take precedence over the queue default settings. If there are no embedded profiles in the job, the queue default settings are used even if the Use Embedded Profile check box is selected.

#### **Note**

Selection of the **Use Embedded Profile** check box for RGB is recommended. Enabling this feature gives the most accurate output from the intent of the file creator.

### *About CMYK Source Color Space for Images & Text and Graphics Enhancement*

The CMYK options for the Source Color Space menus (**Images** and **Text and Graphics Enhancement**) are the same.

Make the desired selection.

### *About CMYK & RGB Rendering Intent for Images, Text, and Graphics*

The CMYK and RGB options for the three menus (**Images**, **Text**, and **Graphics**) are the same.

Select one of the following:

- **Saturation**
- **Perceptual**
- **Relative Colorimetric**
- **Absolute Colorimetric**

The Rendering Intent and Color Space features enable the system to perform specific optimizations for CMYK or RGB. For example, a **Colorimetric** selection is best used for **CMYK** color matching, while a value of **Perceptual** is best used for **RGB** professional photographs.

#### **Related Topics:**

[Explanation of Job Rendering](#)

[Additional Information About Using Embedded Rendering for CMYK & RGB](#)

## *Explanation of Job Rendering*

Occasionally, the requested colors in an image are outside the gamut of the target printer and cannot be exactly reproduced. Rendering provides color mapping between the color gamut of the source image and the color gamut of the printer.

Select the Rendering option that best fits the images in the source files as they map to the printer.

## *Additional Information About Using Embedded Rendering for CMYK & RGB*

By enabling or disabling the **Use Embedded Rendering** check box, you can choose whether to use or ignore any embedded rendering intents that may be in the print job.

By default, the check box is not selected and any rendering intents are ignored. When selected, any embedded rendering intents take precedence over the queue default settings. If there is no embedded rendering intent in the job, the queue default settings are used even if the Use Embedded Rendering check box is selected.

### Tip

The default settings on this window give optimal results with most print jobs. Only make changes to the settings if you understand the effect that the changes will have to the output.

To use the rendering already embedded within the job, select the **Use Embedded Rendering** check box.

Otherwise, choose among the following options on the **Images**, **Text**, and **Graphics** menus:

- **Saturation:** Optimizes the rendering of business graphics, such as charts and graphs. Preserves 100 % K, making it good for text.
- **Perceptual:** Optimizes the rendering of photographic images. Preserves the visual relationship among colors as they are perceived by the human eye. All or most colors are proportionally scaled to fit the output gamut, but their relationship does not change.
- **Relative Colorimetric:** Optimizes the rendering of spot color and logos. This transformation, however, uses additional information, such as hue and saturation, specified in the source profile to select the most appropriate value within the printer gamut. Colors that fall within the Output Color space remain the same. Only colors that fall outside are changed to the closest possible color within the Output Color space.
- **Absolute Colorimetric:** Optimizes the rendering of spot color and logos by identifying the closest value within the printer gamut.

### Note

You can choose different rendering options for images, text, and graphics to optimize each output type appropriately.

## About the RGB Tab

The RGB tab includes the following settings:

### RGB Source Color Space

- **Use Embedded Profile** check box
  - **Images**
  - **Text and Graphics Enhancement**
  - **Enable Printer Simulation** check box

### RGB Rendering Intent

- **Use Embedded Rendering** check box
  - **Images**
  - **Text**
  - **Graphics**

### *Additional Information About RGB Color Space*

The **RGB Color Space** section of the Color Management Tab has two areas: **RGB Source Color Space** and **RGB Rendering Intent**. Each area has a check box that can be selected to use embedded profile or rendering information in the job, or can be cleared to ignore embedded information.

#### Note

If the option is viewed from a **Queue Properties** window, an Override icon is available next to the option. Click the **Override** icon to lock (override) or unlock the setting. When an Override icon is locked, the settings associated with the override take precedence over what is configured in the job.

The **RGB Source Color Space** area contains two menus: **Images** and **Text and Graphics Enhancement**. The **RGB Rendering Intent** area contains three menus: **Images**, **Text**, and **Graphics**. These menus enable you to make separate adjustments that cause the system to perform specific optimization for RGB.

By selecting the **Enable Printer Simulation** check box, you can control emulation processing. The default setting for RGB Emulation is **Off**. When the check box is selected, RGB processing follows the CMYK path.

**Tip**

If you are trying to match an industry standard and your file contains RGB and CMYK input, select the **Enable Printer Simulation** check box so the RGB and CMYK elements will match.

If you have a document that contains RGB and CMYK data and want all of the data to match, it is also recommended that you select the **Enable Printer Simulation** check box. The RGB data is converted to CMYK using the CMYK Color Space chosen in the CMYK Color Space area.

When the **Enable Printer Simulation** check box is selected, the following are true:

- The **RGB Rendering Intent** adjustments are unavailable since the Printer Simulation is enabled via the auto-generation of RGB-to-CMYK DeviceLink ICC profiles and image adjustment is applied on the Lab color space.
- Some settings are unavailable in the **Color Management** tab.

*About Using Embedded Profile for CMYK & RGB*

By enabling or disabling the **Use Embedded Profile** check box, you can choose whether to use or ignore any embedded profiles that may be in the print job. By default, the check box is not selected and any profiles are ignored. When selected, any embedded profiles take precedence over the queue default settings. If there are no embedded profiles in the job, the queue default settings are used even if the Use Embedded Profile check box is selected.

**Note**

Selection of the **Use Embedded Profile** check box for RGB is recommended. Enabling this feature gives the most accurate output from the intent of the file creator.

*About RGB Source Color Space for Images & Text and Graphics Enhancement*

The RGB options for the Source Color Space menus (**Images** and **Text and Graphics Enhancement**) are the same.

Select one of the following:

- **Adobe RGB**
- **sRGB**
- **Apple RGB**
- **Color Match RGB**

*About CMYK & RGB Rendering Intent for Images, Text, and Graphics*

The CMYK and RGB options for the three menus (**Images**, **Text**, and **Graphics**) are the same.

Select one of the following:

- **Saturation**
- **Perceptual**
- **Relative Colorimetric**
- **Absolute Colorimetric**

The Rendering Intent and Color Space features enable the system to perform specific optimizations for CMYK or RGB. For example, a **Colormetric** selection is best used for **CMYK** color matching, while a value of **Perceptual** is best used for **RGB** professional photographs.

#### **Related Topics:**

[Explanation of Job Rendering](#)

[Additional Information About Using Embedded Rendering for CMYK & RGB](#)

#### *Explanation of Job Rendering*

Occasionally, the requested colors in an image are outside the gamut of the target printer and cannot be exactly reproduced. Rendering provides color mapping between the color gamut of the source image and the color gamut of the printer.

Select the Rendering option that best fits the images in the source files as they map to the printer.

#### *Additional Information About Using Embedded Rendering for CMYK & RGB*

By enabling or disabling the **Use Embedded Rendering** check box, you can choose whether to use or ignore any embedded rendering intents that may be in the print job.

By default, the check box is not selected and any rendering intents are ignored. When selected, any embedded rendering intents take precedence over the queue default settings. If there is no embedded rendering intent in the job, the queue default settings are used even if the Use Embedded Rendering check box is selected.

#### **Tip**

The default settings on this window give optimal results with most print jobs. Only make changes to the settings if you understand the effect that the changes will have to the output.

To use the rendering already embedded within the job, select the **Use Embedded Rendering** check box.

Otherwise, choose among the following options on the **Images**, **Text**, and **Graphics** menus:

- **Saturation:** Optimizes the rendering of business graphics, such as charts and graphs. Preserves 100 % K, making it good for text.

- **Perceptual:** Optimizes the rendering of photographic images. Preserves the visual relationship among colors as they are perceived by the human eye. All or most colors are proportionally scaled to fit the output gamut, but their relationship does not change.
- **Relative Colorimetric:** Optimizes the rendering of spot color and logos. This transformation, however, uses additional information, such as hue and saturation, specified in the source profile to select the most appropriate value within the printer gamut. Colors that fall within the Output Color space remain the same. Only colors that fall outside are changed to the closest possible color within the Output Color space.
- **Absolute Colorimetric:** Optimizes the rendering of spot color and logos by identifying the closest value within the printer gamut.

#### Note

You can choose different rendering options for images, text, and graphics to optimize each output type appropriately.

## About the Gray Tab

The Gray tab includes the following settings:

### Gray Source Color Space

- **Use Embedded Profile**
  - **Images**
  - **Text and Graphics Enhancement**

### *Additional Information About the Gray Source Color Space*

The **Gray Source Color Space** section of the Color Management tab has a **Use Embedded Profile** check box that can be selected to use embedded profile information in the job, or cleared to ignore embedded information.

#### Note

If the option is viewed from a **Queue Properties** window, an Override icon is available next to the option. Click the **Override** icon to lock (override) or unlock the setting. When an Override icon is locked, the settings associated with the override take precedence over what is configured in the job.

The **Gray Source Color Space** area contains two menus: **Images** and **Text and Graphics Enhancement**. These menus enable you to make separate adjustments that cause the system to perform specific optimization for the color gray.

## *About Using Embedded Profile for Gray Source Color Space*

By enabling or disabling the **Use Embedded Profile** check box, you can choose whether to use or ignore any embedded profiles that may be in the print job. By default, the check box is not selected and any profiles are ignored. When selected, any embedded profiles take precedence over the queue default settings. If there are no embedded profiles in the job, the queue default settings are used even if the Use Embedded Profile check box is selected.

## *About Gray Source Color Space for Images and Text and Graphics Enhancement*

The Gray options for the two Source Color Space menus (**Images** and **Text and Graphics Enhancement**) are the same.

Choose one of the following selections:

- Gamma 1\_8
- Gamma 2\_2
- LPC70 Gray

## **About the Spot Processing Tab**

The Spot Processing tab includes the check box to enable spot color processing.

When the color path is disabled, the alternative color space is used instead of the spot colors.

### **Note**

If the option is viewed from a **Queue Properties** window, an Override icon is available next to the option. Click the **Override** icon to lock (override) or unlock the setting. When an Override icon is locked, the settings associated with the override take precedence over what is configured in the job.

The Print Server honors all PANTONE® and spot colors that are defined in the spot color table. The spot colors in PostScript and PDF files can be specified by the PostScript setcustomcolor operators as well as the separation and DeviceN color operators. The alternative color spaces are used in case the spot color is not found in the spot color table.

The following scenario exemplifies the value of this feature: You want to print a document that contains spot color text, graphics, and images. Viewed on the computer monitor, the spot color data within the document is seen; however when the document is printed, the colors look very different from what was seen on the monitor. Because the Print Server does not support spot color processing for images, you might prefer to disable spot color processing and eliminate this problem.



A second example scenario follows: Within the document there are spot color objects and CMYK objects next to each other that should match. If you disable spot color processing, the spot color data goes through the CMYK path, resulting in objects that look the same.

## About Destination Profile

Select the desired profile to be used.

## About the Color Management Flow Diagram

The color flow diagram always reflects the current state of the control area settings. The diagram is refreshed any time the settings are changed.

Place the mouse over any area of the diagram to display a tool tip containing information about that specific area of the diagram.

## About the Image Placement Tab

The Image Placement window enables you to configure:

- **Layout Type**
- **Image Rotation**
- **Image Shift**

When you are finished making selections, click either:

- **Cancel** to exit the window without saving your selections
- **Save** to save your selections and close the window

## About Layout Type

The Layout Type option enables you to select the desired printed layout.

The following selections are available:

- **None:** No special layout is applied.
- **N Up:** This layout is often used to provide a down-scaled proof print of the job. Enables you to designate how many pages (N) are to be printed on a single sheet of paper.
- **Booklet:** A booklet is made up of individual sheets of paper that are bound between a front and back cover.
- **Signature:** A signature sheet is a sheet of paper that is folded one or more times to become a single unit of several pages in multiples of four.

## About Image Rotation

The Image Rotation option enables you to rotate the printing or image 180 degrees.

Select between no rotation (0 degrees) and 180 degree rotation.

## About Image Shift

The Image Shift option enables you to adjust where on a page printing occurs.

Use the Up and Down arrows to increase or decrease the amount of desired shift in either or both the X and Y directions.

### Note

A positive X value, shifts printing up; a negative value shifts printing down.

A positive Y value, shifts the printing to the right; a negative value shifts printing to the left.

To center the printing on the page, click the **Center** button.

If the print is 2-sided, repeat the process for Side 2.

## About the PDL Settings Tab

The options within the PDL Settings tab are used to define settings specific to each PDL interpreter.

### Note

If you do not have a valid PostScript license on the system, you will not see a PostScript/PDF option.

### Note

When you enable the Override icon in Queue Manager for any queue property, that selection applies to any jobs submitted to that queue and takes precedence over any property selections that are made in the Job Manager or programmed into the job.

From the PDL Settings window you can configure the following basic page description properties:

- **Resolution** (dpi)
- **Minimum Line Width**
- **PostScript Resolution** (dpi)
- **FreeFlow VI Project Container Filter (VPCF)**

## About PostScript Resolution (dpi)

**PostScript Resolution (dpi):** Choose either of the following options:

- 600x600x8
- 300x300x8

## About Minimum Line Width

The Minimum Line Width option enables you to adjust the minimum line width within a PDF job to control the thickness of the fine lines that they do not disappear during printing.

**Minimum Line Width:** Use the Up and Down arrows to set the desired minimum line width at both resolutions.

### Note

The minimum value is 0 and the maximum value is 4.

## About FreeFlow VI Project Container Filter (VPCF)

The VPC Filter reports error codes that are defined by the Global Fault Manager (GFM) or the filter back to the GFM.

Select the check box if desired.

# Managing Printer Queues

The Queue Manager provides flexibility: you can create a single queue through which all jobs can be submitted, or you can create multiple queues each having its distinct properties.

### Note

When you enable the Override icon in Queue Manager for any queue property, that selection applies to any jobs submitted to that queue and takes precedence over any property selections that are made in the Job Manager or programmed into the job.

Only 250 queues can be created. However, you can also create up to 128 AppleTalk connections. It is not recommended to use a large number of AppleTalk queues because use of many queues degrades system performance. On systems with the AppleTalk license disabled, 250 queues can be set up without performance degradation.

### Note

AppleTalk support is discontinued with FreeFlow® Print Server 9.0 and higher.

## Setting the Default Queue

Use either method below:

- Right-click the queue and select **Set as Default**.
- Select the queue and select **Set as Default** from the More Actions menu.

An icon appears next to the selected queue to indicate that it is the default queue.

## Deleting a Queue

1. Use either method below:

- Right-click the queue and select **Delete**.
- Select the queue and select **Delete** from the More Actions menu.

2. Click **Yes** on the confirmation window to delete the queue.

The queue is removed from the queue list.

## Setting a Queue to Accept Print Jobs

The Accept column of the queue list displays the word **Yes** if the queue is configured to accept print jobs.

Jobs cannot flow through a queue unless the queue is set to accept jobs.

Use either method below:

- Right-click the queue and select **Accept**.
- Select the queue and select **Accept** from the More Actions menu.

The displayed value in the Accept status column changes to **Yes**.

## Setting a Queue to Reject Print Jobs

The Accept column of the queue list displays the word **No** if the queue is not configured to accept print jobs.

If you need to prevent jobs from processing through a particular queue, you can set the queue to reject jobs.

Use either method below:

- Right-click the queue and select **Reject**.
- Select the queue and select **Reject** from the More Actions menu.

The displayed value in the Accept status column changes to **No**.

## Setting a Queue to Release Print Jobs

The Release column of the queue list displays the word **Yes** if the queue is configured to release print jobs.

Although a queue may accept jobs for processing, the jobs do not print unless the queue is set to release print jobs. If the queue is not set to release jobs, then jobs are held until released through Job Manager.

Use either method below:

- Right-click the queue and select **Release**.
- Select the queue and click the **Release** icon in the toolbar.
- Select the queue and select **Release** from the More Actions menu.

The Release status of the queue changes to **Yes**.

## Setting a Queue to Hold Print Jobs

The Release column of the queue list displays the word **No** if the queue is configured to hold print jobs.

To control the process flow of jobs through a queue, you can set the queue to hold jobs until they are individually released for print.

Use either method below:

- Right-click the queue and select **Hold Jobs**.
- Select the queue and click the **Hold Jobs** icon in the toolbar.
- Select the queue and select **Hold Jobs** from the More Actions menu.

The Release status of the queue changes to **No**.

## Setting a Queue to Be Locked

The Lock column of the queue list displays the word **Yes** if the queue is locked.

You can lock one or multiple queues. If the selected queues include both locked and unlocked queues, all queues are set to locked.

- To change the properties of a locked queue, you must first unlock the queue.
- You cannot delete a locked queue. Unlock the queue first.
- An Operator can copy locked queues. The resulting new queue is not locked.
- An Operator can change the Accept/Reject Jobs and Release/Hold Jobs attributes on a locked queue.

Use either method below:

- Right-click the queue and select **Lock**.

- Select the queue and select **Lock** from the More Actions menu.

The Lock status of the queue changes to **Yes**.

## Setting a Queue to Be Unlocked

The Lock column of the queue list displays the word **No** if the queue is unlocked.

A queue must be unlocked before you can change its properties or delete it. You can unlock one or more queues. If the selected queues include both locked and unlocked queues, all queues are unlocked.

Use either method below:

- Right-click the queue and select **Unlock**.
- Select the queue and select **Unlock** from the More Actions menu.

The Lock status of the queue changes to **No**.

## Enabling a Queue As a Hot Folder

The Hot Folder column of the queue list displays the word **Yes** if the queue is configured as a hot folder.

1. Use either method below:

- Right-click one or more queues and select **Enable Hot Folder**.
- Select one or more queues and select **Enable Hot Folder** from the More Actions menu.

The Hot Folder status of the queue changes to **Yes**.

2. After a successful job submission to the queue, the job is deleted from the Hot Folder.

### Note

If the Hot Folder fails to submit a job to a queue, that job is copied to a folder titled Error, which is a sub folder in the Hot Folder. The Error folder only appears if a job fails to be submitted by the Hot Folder. Jobs within the Error folder and jobs within a disabled Hot Folder remain there until a user deletes them. The Xerox® Freeflow® Print Server does not automatically purge the Error folder or disabled Hot Folders.

## Disabling a Queue As a Hot Folder

The Hot Folder column in the queue list displays the word **No** if the queue is not configured as a hot folder.

Use either method below:

- Right-click one or more queues and select **Disable Hot Folder**.
- Select one or more queues and select **Disable Hot Folder** from the More Actions menu.

The Hot Folder status of the queue changes to **No**.





# Printer

The Printer section enables you to view the stock library, manage the paper trays, and monitor dry ink use.

The Home page for the Printer section of the [UI](#) is the Printer window.

This window has three tabs:

- **Stock Library:** Displays the property option information for all paper stocks in the library.
- **Paper Trays:** Displays the property option information for all of the paper trays which are available for use.
- **Consumables:** Displays graphic representations of ink level as well as the percent of dry ink remaining for each color used.

By default, the window opens to display the contents of the Stock Library tab.

## About the Stock Library Tab

The Stock Library tab displays the property option information for all of the paper stocks in the stock library.

The Stocks & Trays window opens displaying the contents of the Stock Library tab.

The table displays the currently configured property options for all defined stocks. The properties displayed in the Stock Library table match those properties found in the Paper Stock tab of the Job Properties window for Job Manager:

- **Status**
- **Size**
- **Color**
- **Type**

- **Weight**
- **Front Coating**
- **Back Coating**

## About the Paper Trays Tab

The Paper Tray tab displays the property option information for all paper trays in use.

The Printer window opens by default displaying the contents of the Stock Library tab.

1. Click the **Paper Trays** tab to display the table of usable stock trays.
2. Double-click any field within the row of the desired tray to open the Paper Tray Stock Edit window where you can view and edit the same properties that are found in the Paper Stock tab of the Job Properties window for Job Manager.

The properties include the following:

- Select the desired paper size.

If you select Custom, the Width and Height fields appear where you can enter the appropriate measurements.

### Note

The acceptable range for each dimension appears under its entry field.

- Select the desired paper weight.

### Note

The supported media weight is 70-250 GSM.

- Select the desired paper color.

If you select Custom, an additional field appears where you can enter the desired color.

- Select the desired type of stock.

If you select Custom, an additional field appears where you can enter the desired stock.

- Select the desired number of holes to be drilled.
- Select the desired coating for the front side of the print.
- Select the desired coating for the back side of the print.

3. When you are finished making selections, do one of the following:

- Click **Reset** to restore all previous property selections without leaving the window.
- Click **Close** to close the window without saving any of your selections.
- Click **Save** to save your selections and close the window.

4. To disable a tray, select the tray and click **Disable Tray**.

To make multiple selections, do either of the following:

- For individual items, press and hold down the **<CTRL>** (Control) key and select each item by left-clicking the mouse.
- For multiple, sequential items, press and hold down the **<SHIFT>** key and select the first and last items that you want from the list.

This action highlights the first and last selected items and all items in between.

The check mark in the Status field changes to an **X**.





5. To enable a tray, select the tray and click **Enable Tray**.

You may also select **Enable**, **Disable**, **Select All**, and **Clear All** from the More Actions menu as an alternate method.

The check mark in the Status field changes to an **X**.

## About the Icons Used in Printer

Table 14. Identification of Icons Used in Printer

| Icon  | Name        | Description  |
|---|-------------|--|
|    | Unspecified | Indicates that no summary is available.                    |
|  | Enabled     | Indicates a status of enabled.                             |
|  | Disabled    | Indicates a status of disabled.                            |
|  | Disable     | Represents the action of disabling a feature or component. |

## About the Consumables Tab

The Consumables tab enables you to monitor the remaining level of each dry ink used.

The Consumables table consists of 3 columns:

- **Dry Ink:** This column displays an icon for each color of dry ink. The height of the colored area in the icon represents the level of dry ink remaining. The following colored icons appear:
  - Cyan
  - Magenta
  - Yellow
  - Black

## Printer

- Black2
- **Status:** This column indicates the percentage of dry ink remaining. It also displays one of the following statuses:
  - **OK:** Indicates that the dry ink level is satisfactory for continued printing.
  - **Low:** Indicates that the dry ink level is not satisfactory for continued printing and must be replenished.

### Note

The Low indicator appears in red print to alert you to the impending need to replenish the dry ink.

- **Level:** This column represents the usage of the colored dry inks as a bar graph. The longer the colored bar, the more ink is available for continued printing.

# 6

## Administration

The Administration section enables you to change settings and activate features.

### About Administration

The Administration window provides access to various sections that enable you to change settings and preferences; manage user access, accounting, network functions, and printing; and interact with the system.

The Administration window includes the following property tabs:

- **System:** Restarts, shuts down, backs up, or restores the system.
- **Setup:** Contains regional setting options and general preferences for the [UI](#).
- **User Access:** Controls user accounts and manages security settings.
- **Accounting:** Provides access to the account logs and accounting setup.
- **Network:** Manages various network settings.
- **License:** Tracks all license information.

#### Note







Each tab has a separate **Save** button. Clicking **Save** stores the selections and entries for that specific tab only.

### Accessing the Administration Window

Click **Administration** on the navigation bar.



















## About the Icons Used for the Administration Tabs



**Table 15. Identification of Icons Used for Administration Tabs**

| Icon  | Tab Name    |
|---|-------------|
|  | System      |
|  | Setup       |
|  | User Access |
|  | Accounting  |
|  | Network     |
|  | License     |

## About the Icons Used in Administration

**Table 16. Identification of Icons Used in Administration**

| Icon  | Name                      | Description   |
|---|---------------------------|---|
|    | System                    | Indicates a system type of account. Example: operator, user, system administrator.              |
|    | Restart                   | Restarts the printer.   |
|    | Shutdown                  | Shuts down the printer.   |
|    | Add-on                    | Indicates an add-on type of account such as for customer service.                               |
|    | Enable                    | Action Icon to enable a specific finisher in the Setup tab.                                     |
|    | Enabled                   | Indicates that a check box is selected (enabled).   |
|    | Enabled                   | Indicates a status of an enabled user account or network in the Network tab.                    |
|   | Disable                   | Action Icon to disable a user account or network.   |
|  | Nonvolatile               |   |
|  | False                     |   |
|  | Edit                      | Enables you to edit the selection.  |
|  | Details                   | Enables you to view accounting record details about the selected job.                           |
|  | Add or Load               | Enables you to add a network or user account, or load a license.                                |
|  | Properties                | Enables you to edit the properties of the selected item, or view the accounting record details. |
|  | Export Accounting Records | Enables you to export accounting records.   |
|  | Print Accounting Records  | Enables you to print the accounting records.  |
|  | Accounting Setup          | Enables you to set up details for accounting log record tracing.                                |
|  | Delete                    | Enables you to delete accounting records.   |

| Icon  | Name        | Description  |
|---|-------------|--|
|  | Redisplay   | Enables you to load accounting details for a defined set of records. |
|  | Information | Provides additional information upon rollover.                       |

## About the System Tab

The System tab provides access to the Restart, Shut Down, Backup and Restore functions.

The System tab includes the following sections:

- **Restart and Shut down**
- **Backup Configuration**
- **Restore Configuration**

### About the Restart and Shut down Section

Clicking **Restart** immediately starts the printer if no job is being printed.

Clicking **Shutdown** immediately shuts down the printer if no job is being printed.

### About the Backup Configuration Section

The Backup Configuration section enables you to select which of the following data are to be backed up:

- **ALL** (selects all of the following):
  - **Configuration Directory**
  - **Queues**
  - **Color Profiles**
  - **License data**
  - **Stock Database**
  - **Stock Tray Mappings**
- **ALL** (selects all of the following):
  - **PostScript Print Resources**
  - **User Accounts and Groups**
  - **VIPP**



Select the appropriate check boxes, then click **Backup Now**.

## About the Restore Section

The Restore Configuration section enables you to choose which of the following data are to be restored:

- **ALL** (selects all of the following):
  - **Configuration Directory**
  - **Queues**
  - **Color Profiles**
  - **Stock Database**

Once you have selected the type of restoration to be made, click **Restore**.

## About the Setup Tab

The **Setup** tab provides access to various user preferences.

The Setup tab includes the following sections:

- **Regional Settings**
- **Job**
- **Administrative Page Settings**
- **Finishers**
- **Asset**
- **UI LOG Details**

### Note

Click **Save** to store all of the Setup tab selections and entries.

## About the Regional Settings Section

The Regional Settings section enables you to select basic settings:

- **Regional Settings:** Select one of the following:
  - **Use standardized regional settings:** Applies the standard regional settings to all areas of the [UI](#).
  - **Use multiple regional settings:** Enables you to select different regional settings for different areas of the UI.

- **UI Section:** Select your preferences for the following settings:
  - **Language:** Select the desired language.
  - **Measurement Units:** Select the desired system of measurement.
  - **Numeric Format:** Select the desired format.
  - **Time Format:** Select the desired time format.
  - **Date Format:** Select the desired date format.
  - **Paper Region:** Select the desired region.

## About Using Standardized Regional Settings

Select the **Use standardized regional settings** check box to use the same format options throughout the entire [UI](#).

## About Using Multiple Regional Settings

Select the **Use multiple regional settings** check box to enable the use of different regional settings in different areas of the [UI](#).

The **Configure Sections** option appears when you enable **Use multiple regional settings**. These radio buttons enable you to apply different formats to three different areas of the software:

- **UI Section**
- **Administration Pages Section**
- **Accounting Section**

### Note

The title above the format options changes as you select different Configure Section radio buttons so you know which area of the UI the options will be applied to.

## About the Job Section

The Job section enables you to enter the following basic settings:

- **Scheduling Mode:**
  - **Resource Based Scheduling**
  - **FIFO (First In First Out)**
- **Job Completion Options:**
  - **Retain PDL Files**
- **Thumbnail Options:**
  - **Enable**

- **2 Sided Conflict Resolution**
- **PostScript Font Substitution**

### About Scheduling Mode

Select one of the following:

- **Resource Based Scheduling**
- **FIFO (First in First Out)**

### About Job Completion Options

When the **Retain PDL Files** check box is selected, two additional fields appear:

- **Maximum% Spool Capacity:** Enter the desired amount using the Up and Down arrows. The valid range is from 1 to 100 %.
- **Time Period:** When this check box is selected, two additional fields appear:
  - **Hours:** Select the check box and enter the desired number of hours using the Up and Down arrows. The valid range is from 1 to 720 hours.
  - **Days:** Select the check box and enter the desired number of days using the Up and Down arrows. The valid range is from 1 to 30 days.

### About Thumbnail Range

Select the **Enable** check box to enable thumbnail viewing.

When the check box is selected, an additional field appears where you can use the Up and Down arrows to enter the default preview range. The valid range is from 1 to 32.

### About 2 Sided Conflict Resolution

**2 Sided Conflict Resolution:** Select from the following options:

- **Move Side 2 Images to Next Page**
- **Apply Side 2 Properties to Side 1**
- **Apply Side 1 Properties to Side 2**

### About PostScript Font Substitution

Select the check box to enable PostScript™ font substitution.

Use the Up and Down arrow on the menu to select the desired font.

## About the Administrative Page Settings Section

The Administration Page Settings section enables you to configure the following settings:

- **Stock List**
- **Sides Imaged**
- **Site Message**
  - **Font Size**
- **Sender Name**
  - **Font Size**

### About Stock List

The Stock List option enables you to select a standard paper stock and make it the “default” stock used by selecting the **Override** check box.

### About Sides Imaged

The Sides Imaged option includes a single check box that you can select for 2-sided printing.

### About Site Message

Type the desired text into the Site Message field. The text entered is printed at the top of the Banner page.

Use the Up and Down arrows to increase or decrease the font (point) size for the printed text.

#### Note

The valid range is from 6 to 36 points. As you change the point size, the Site Message display is updated to represent the selected size.

### About Sender Name

Use the Up and Down arrows to increase or decrease the font (point) size for printed the text.

**Note**

The valid range is from 6 to 36 points. As you change the point size, the Sender Name display is updated to represent the selected size.

## About the Finishers Section

The Finishers table lists all of the finishers and/or finishing components of the printer and provides the status of each.

Click the **Disable** and **Enable** icons to activate and/or deactivate each of the finishers individually.

## About the Asset Section

The Asset section includes:

- **Customer Asset Tag:** Enter the customer asset identification number into this field.
- **Xerox Asset Tag:** Enter the Xerox asset identification number into this field.

# About the User Access Tab

The User Access tab enables you to manage user accounts and system security.

The User Access tab includes the following sections:

- **User Accounts**
- **Password Management**
- **Password Setting(s)**
- **Automatic Logoff**
- **Login Security**

**Note**

Click **Save** to store all of the **User Access** tab selections and entries.

## About the User Accounts Section

The User Accounts section enables you to manage new and current user accounts, and disable and/or delete old user accounts.

The User Accounts section includes a table that displays the following information:

- Type
- Username

## Administration

- User Group
- Status
- Comments

The section also has a toolbar with the following selections:

- **Add:** Opens the Add New User Account window where you can enter the details of the new user account.
- **Edit:** Opens the Edit User Account window where you can edit the details of the selected account.
- **Disable:** Disables the selected account.
- **Delete:** Removes the selected account from the list.

### About Adding a New User Account

Clicking **Add** opens the Add New User Account window that includes:

- **User Name** field
- **Strong Password** check box
- **Password** field
- **Confirm Password** field
- **User Group** menu
- **Account Status Enabled** check box
- **Account Comments** field

When you are finished, click either:

- **Cancel** to exit the window without saving your entries
- **Add** to add the new account into the system

### About Editing a User Account

Clicking **Edit selection...** opens the Edit User Accounts window that includes:

- **User Name** field
- **Strong Password** check box
- **Password** field
- **Confirm Password** field
- **User Group** menu
- **Account Status Enabled** check box
- **Account Comments** field

When you are finished making selections, click either:

- **Cancel** to exit the window without saving your selections
- **Save** to save your selections and close the window

## Enabling Strong Passwords

Strong passwords can help you meet strict security guidelines.

1. Select the desired account.
2. Click **Edit selection....**

The Add New User Account window appears.

3. Select the **Strong Password** check box to enable use of strong passwords.
4. Click **Save**.

### Note

A restart is not required.

### Note

The Strong Password feature can be enabled by account level. When the feature is enabled for a user level, new users of that account level must create a strong password for their account. The passwords for existing users of that account level can remain the same. Users can continue to use their passwords because the passwords were created before the Strong Password feature was enabled.

### Note

For additional password settings such as expiration duration, when to send expiration notifications, and lockout counter, scroll to the **Password Management** section of the window.

## Related Topics:

[About Weak and Strong Passwords](#)

[About the Password Management and Password Setting\(s\) Section](#)

## About the Password Management and Password Setting(s) Section

The Password Management and Password Setting(s) section enables you to set and configure all of the options regarding user passwords.

The Password Management and Password Settings section includes the following options:

- **Allow users to change their password at First login:** Select the check box to enable the option.

- **Allow users to change their own password at login:** Select the check box to enable the option. When the check box is selected, four additional check boxes appear:
  - **Deny password changes for a minimum duration:** Select the check box to enable the option. When the check box is selected, an additional field appears where you can enter the duration. Use the Up and Down arrows to enter a value from 1 to 30 days.
  - **Require a series of unique password changes before reusing a password:** Select the check box to enable the option. When the check box is selected, an additional field appears where you can enter the number of original passwords required before reusing an old password. Use the Up and Down arrows to enter a value from 1 to 30 unique passwords.
  - **Set password to expire after a duration:** Select the check box to enable the option. When the check box is selected, an additional field appears where you can enter the duration. Use the Up and Down arrows to enter a value from 1 to 25 days.
  - **Send password expired Notifications:** Select the check box to enable the option. When the check box is selected, an additional field appears where you can enter the number of days prior to password expiration that a notification is sent to the user. Use the Up and Down arrows to enter a value from 1 to 14 days.
- **Minimum Password Length:** Use the Up and Down arrows to enter a value from 1 to 998 days.
- **Allowed times to Reset password:** Use the Up and Down arrows to enter a value from 1 to 24 hours.
- **Reset account lockout counter after:** Use the Up and Down arrows to enter a value from 1 to 99,999.
- **Remember Me Hours:** Use the Up and Down arrows to enter a value from 1 to 24 hours.

## About the Automatic Logoff Section

The Automatic Logoff section enables you to configure the automatic logoff of a user after a specified length of inactivity.

The Automatic Logoff section includes:

- **Automatic Logoff:** When this check box is selected to enable automatic logoff, the **Logout After** field appears.
- **Logout After:** Use the Up and Down arrows to enter the designated number of minutes of inactivity after which the user is automatically logged out. The range is between 1 and 30 minutes.



## About the Login Security Section

The Login Security section enables you to configure additional security precautions into the system.

The Login Security section includes:

- **Suspend Users Indefinitely After Consecutive failed login attempts:** When this check box is selected, an additional field appears enabling you to enter the number of allowed failed login attempts before the user's account is suspended. The range is between 1 and 10.
- **Suspend Account for a minimum duration:** When this check box is selected, an additional field appears enabling you to enter the minimum duration for which the user's account is suspended. The range is between 1 and 99,999 minutes.

## About the Accounting Tab

The Accounting feature tracks all jobs that are processed and printed, enabling you to charge for the use of the Xerox® Freeflow® Print Server.

The Accounting tab provides details for the accounting logs and enables you to delete, export, or print the log information.

The Accounting window includes:

- **Accounting Log Table**
- **Records Menu**
- **Icon Toolbar**

## About the Accounting Logs Table

The Accounting Logs table provides a detailed record for each print job. You can view the entire log or specific records.

The Accounting Log table displays the following information:

- EntryID
- ID
- Log Status
- Sender Name
- Document Name
- Job Status

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- Total Pages
- Start Date
- End Date

The window also includes a toolbar with the following selections:

- **Details:** Opens the Accounting Record Details window.
- **Export Accounting Records:** Opens the Export Accounting Records window.
- **Print Accounting Records:** Opens the Print Accounting Records window.
- **Accounting Setup:** Opens the Accounting Setup window.
- **Delete:** Opens the Delete Accounting Records window.
- **Redisplay:** Rebuilds the Accounting Logs table based on the menu selection:
  - All Records
  - Range of Records
  - Records by Job ID

## About the Records Menu

Select the desired accounting records:

- All Records
- Range of Records
- Records by Job ID

### Note

- Enter the desired range for Range of Records or the desired ID for Records by Job ID.
- Click **Redisplay** to rebuild the Accounting Logs table based on the accounting records selected.

## About the Details Icon

Clicking the **Details** icon opens a window displaying more detailed information about the selected record from the Accounting Logs table. This includes Job, Processing, Printing, and Media information.

Click **Cancel** or press the <Esc> key to return to the Accounting Logs table.

## About the Export Accounting Records Icon

The feature to export the Accounting Logs to a file that can be used by another application enables you to easily create reports for customers or to maintain an electronic record of past transactions.

Clicking the **Export Accounting Records** icon opens a window where you can make the selections to export a copy of the selected record(s) from the Accounting Logs table to the desired location.

Select the accounting records to be printed. Choose from:

- **All Accounting Records:** Exports the entire list of records.
- **Range of records:** Enter the **From** and **To** entries for the desired range of records.
- **All records for Job Id:** Enter the desired Job Id.

Select the desired export option for:

- **Export Type**
- **Export Data Format**

Enter the desired file name in the **Export File Name** field.

### Note

The default format for the file name is AccExport\_system serial number\_date\_time. The system provides a default name for media that supports the length of the name. Otherwise, no default is provided.

### Tip

For MS-DOS compatibility, do not exceed eight characters in the file name.

Click **Cancel** or press the <Esc> key to close the window without saving any changes made.

Click **Export...** to begin the exporting of the files.

## About the Printing Accounting Records Icon

You can print specific entries or the entire Accounting Log. The log is printed on 8.5 x 11 inch or A4 standard paper. Selections can be made for the number of copies, the queue to be used for printing, and the number of sides to be printed.

Click the **Print Accounting Records** icon to open a window where you can make the following selections:

- **Select accounting records to print:**
  - **All Accounting Records**
  - **Range of records**

- **All records for Job ID**
- **Print Queue:** Select the desired print queue.
- **Copies:** Use the Up and Down arrows to enter the desired number of copies to be printed.
- **Sides Imaged:** Select the number of sides to be imaged.

#### Note

Log entries are printed in the sequence they are received. Older records are printed first. The log is printed with one record per page.

Click **Cancel** or press the <Esc> key to close the window without saving any changes made.

Click **Print** to send the records to the printer or print queue.

### About the Accounting Setup Icon

The Accounting Logs are enabled during the installation of the FreeFlow® Print Server.

Clicking the **Accounting Setup** icon opens a window where you can make the following selections:

- **Enable accounting log record tracking:** Select the check box to enable tracking.
- **Maximum number of Accounting Records:** Enter the desired maximum of records. Use the Up and Down arrows to enter a value from 16 to 1,000 records.

#### Note

When the log is 80 % full, a message prompts you to delete or print the log. If the accounting log reaches the maximum number of records, the oldest record is deleted every time a new record is added. An alert message is displayed every time a new record is added and an old record is deleted.

Click **Cancel** or press the <Esc> key to close the window without saving any changes made.

Click **Save** to save changes and close the window.

### About the Delete Icon

Clicking the **Delete** icon opens a window that offers the following options for selecting the records to be deleted:

- **Select the accounting records to be deleted:**
  - **All Accounting Records:** Deletes the entire list of records.
  - **Range of records:** Enter the **From** and **To** values for the desired range.
  - **All records for Job ID:** Enter the desired Job ID.

Click **Cancel** or press the <Esc> key to close the window without deleting the selected files.

Click **Delete** to remove the records.

## About the Redisplay Icon

Before clicking the Redisplay icon, use the **Records** menu to select which files you want to be displayed:

- **All Records:** Provides a complete list of all records.
- **Range of Records:** Enter the **From** and **To** entries for the desired range of records.
- **Records by Job ID:** Enter the desired Job ID.

## About the Network Tab

The Network tab provides access to various network settings that enable certain protocols and gateways.

The Network tab includes the following sections:

- **Socket**
- **Line Printer Remote (LPR)**
- **WSD**
- **SNMP**

### Note

Click **Save** to store all of the Network tab selections and entries.

## About the Socket Section

The Socket section enables or disables the socket and various ports.

The Socket section includes a Socket check box that when selected displays a table providing the following information:

- Port
- Status
- Queue
- VPS

A toolbar with the following selections is also available:

- **Add:** Opens the Add/Socket Properties window where you can add a new port.

- **Disable:** Enables the selected port.
- **Enable:** Disables the selected port.
- **Properties:** Opens the Add/Socket Properties window where you can edit the properties of the selected port.

## About the LPR Section

The Line Printer Remote (LPR) section allows you to enable or disable protocol.

Select the **Line Printer Remote (LPR)** check box to enable the protocol.

## About the WSD Section

The Web Services for Devices (WSD) section allows you to enable or disable the WSD application programming interface.

Select the **WSD** check box to enable the Web Services for Devices gateway.

## About the SNMP Section

The Simple Network Management Protocol (SNMP) section allows you to enable or disable SNMP and Authentication Trap, Common Settings, and string information.

Selecting the **SNMP** check box causes the additional options to appear:

- **Enable Authentication Trap** check box
- **Common Settings** button
- **Community String**
  - **Read**
  - **Write**
  - **Trap**

## About Common Settings

Clicking **Common Settings** opens a window that displays the following device data and device support information:

- **Device Data:** Includes the following:
  - **Printer Name**
  - **Printer Location**
  - **Customer Site Online Links**

- **Device Support Information:** Includes the following:
  - **System Administrator Name**
  - **Administrator Location**
  - **Administrator Phone Number**
  - **Operator Name**
  - **Operator Location**
  - **Operator Phone**

After adding any missing or “unknown” information, click **Ok** to save the changes.

Click **Cancel** or press the <Esc> key to close the window without saving any changes made.

## About Enable Authentication Trap

Selecting the **Enable Authentication Trap** check box displays a table that contains the following information:

- **Persistence**
- **Port Address**
- **IP Address**
- **Printer Alert**
- **Cold Trap**
- **Warm Trap**
- **Authentication Failure**

## About the License Tab

The License tab displays a table with the following information:

- **Name**
- **Type**
- **Status**
- **State**
- **Expiration Date**

The License window includes the following icons:

- **Load License:** Select to add additional licenses to the list.

- **Properties:** Select to view details about the selected license.

## About the Load License Icon

Clicking the **Load License** icon opens a window that enables you to:

- Navigate to the location of the new license.
- Select the new license.

When you are done, click either:

- **Open:** To load the currently selected license.
- **Cancel:** To cancel the process.

## About the Properties Icon

Clicking the Properties icon opens the Properties window where you can view, enter, and edit the following fields:

- **License Name**
- **Feature License:** Select the check box to enable.
- **Feature:** Select the check box to enable.
- **Feature String**
- **Printer Serial Number**
- **Expiration Date**

Click **Ok** to save Properties selections, or press the <Esc> key to close the window without saving.





