Xerox® FreeFlow® Core
Easy Start Workflows Getting Started Guide

xerox

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Introduction

This chapter contains:

Xerox® FreeFlow® Core Easy Start Workflows

Xerox® FreeFlow® Core Easy Start Workflows are designed to guide users through the process of creating and managing workflows, step-by-step. To download Easy Start Workflows, access the Support and Drivers Webpage on www.xerox.com.

Easy Start Workflows focus on the essentials of getting started quickly, and address various common workflow processes. The focus of FreeFlow® Core software, and the optional add-on modules, includes preflighting and optimizing, and imposing jobs and job types, from business cards to books and calendars.

You can start with the simpler workflows using the FreeFlow Base license software, and add optional modules to create more complex workflows.

The table helps you determine which Easy Start Workflows are right for you, based on your product configuration. The Minimum Required Configuration specifies the minimum product configuration required to use an Easy Start Workflow. The workflow works with a configuration that exceeds the minimum required configuration, but fails with a system not having minimum configuration. If a workflow is not supported, the software displays a message that the required configuration is not enabled. To use the workflow, purchase and install the applicable product configuration or optional modules.

The minimum required configuration is specified in the Easy Start Workflow installers inside the download package, and the name of workflow itself. For example, InstallBase installs the set of Easy Start Workflows for the Base software configuration designated with **Base** in the filename. Conventions for designating other configurations include **AP** for Advanced Prepress module, **AA** for Advanced Automation module, and **V** for Variable Data module.

Installer	Easy Start Workflow Name	Minimum Required Configuration				
		Base Software	Advanced Prepress Module	Advanced Automation Module	Output Management Module	Variable Data Module
InstallBase	ES-01Base Preflight and Print	X				
	ES-02Base Business Cards	X				
	ES-03Base Cards	X				
	ES-04Base Flyers and Letters	X				
	ES-05Base Booklets	X				
	ES-06Base Calendars	X	X			
InstallAP	ES-01AP Preflight, Optimize, and Print	X	X			

Installer	Easy Start Workflow Name	Minimum Required Configuration				
		Base Software	Advanced Prepress Module	Advanced Automation Module	Output Management Module	Variable Data Module
	ES-02AP Booklets with Leading Banner Page	X	X	X		
InstallAA	ES-01AA Preflight, Route, Optimize, and Print	X	X	X		
	ES-02AA Booklets and Calendars	X	X	X		
	ES-03AA Books	X	X	X		
	ES-04AA Color Manage, Proof, and Print	X	X	X		
	ES-05AA Auto-Ganged Business Cards	X	X	X	X	
InstallV	ES-01V Ganged Personalized Cards	X	X	X		X

For Customers who require more assistance, Xerox offers optional, fee-based Implementation and Training services, including operator training and assistance building workflows. The services can be performed remotely or onsite. Refer to the *Xerox® FreeFlow® Core Customer Expectations Document*.

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Easy Start Workflows

This chapter contains:

ES-01 Base Preflight and Print

The Base Preflight and Print workflow automates routine preflight checks on incoming files.

- The Preflight node ensures that image resolution is acceptable and that fonts are embedded in the document.
  - If a job fails preflight, FreeFlow® Core pauses the job before it is submitted to the printer.
  - If notification is enabled, FreeFlow® Core sends an email that the preflight failed. The notification command is **Administration→Notifications→Preflight Notifications**. To search for the job, use the Job ID included in the notification email.
  - Review the preflight report. Every object that triggers a preflight warning or error is highlighted with an annotation. The annotation includes details indicating why the specific object triggered a preflight warning or error.
  - Cancel or resume the job.
- Jobs that pass preflight are submitted to the selected printer automatically.

Workflow Benefits

The Easy Start workflow shows a simple workflow to offload routine and repetitive preflight tasks to FreeFlow® Core. Jobs are inspected automatically. Jobs that require attention are identified automatically and retained. If Notification is enabled, selected users receive notification emails, eliminating the need to monitor FreeFlow® Core job processing.

ES-02 Base Business Cards

The Base Business Cards workflow demonstrates how FreeFlow® Core approaches prepress, to make automation simpler to implement, and sustain.

- The Preflight node ensures that image resolution is acceptable and that fonts are embedded in the document. For more information, refer to the ES-01Base Preflight and Print topic.

- The Imposition node uses the incoming PDF bleed box to define the imposed trim size. With clustering enabled, all document pages are abutted in the layout. Trim marks are placed around the PDF trim box.

  - To prevent document bleed, the PDF bleed and trim boxes are the same size. The document is imposed without gutters.

  - To create document bleed, the PDF bleed box is larger than the trim box. The document is imposed with a gutter. The gutter is based on the difference in size between the bleed and trim boxes in the PDF.

  - Imposition uses Automatic orientation and Auto Rows and Columns. The imposed document orientation is selected to maximize the number of rows and columns in the imposed document automatically.

- Imposed documents are submitted to the selected printer automatically.

  - The print quantity is adjusted to ensure that the requested number of business cards is printed. You can specify print quantities in job tickets using XPIF, JDF, or MAX commands, with the command $FFwfJOb.finishedQuantity$.

  - The updated quantity is based on the number of rows and columns calculated during imposition.

Workflow Benefits

The Preflight, Business Cards, and Print presets are shared with other workflows. The ability to share presets between workflows minimizes the total configuration implementation and management, as part of enabling prepress automation.

The Base Business Cards workflow highlights how imposition of FreeFlow® Core helps simplify prepress automation. Instead of having multiple workflows or imposition templates for each type of business card, a single workflow uses a single imposition. The imposition presets impose landscape and portrait business cards with and without bleed.

FreeFlow® Core is built to handle job variability automatically, which simplifies the implementation and sustainability of prepress automation.

ES-03 Base Cards

The Base Cards workflow demonstrates how FreeFlow® Core approaches prepress, to make automation simpler to implement, and sustain.

- The Preflight node ensures that image resolution is acceptable and that fonts are embedded in the document. For more information, refer to the ES-01Base Preflight and Print topics.

- The Imposition node has three possible automatic press sheet sizes. The press sheet size is chosen for the best fit based on the incoming pages. The automatic press sheet sizes have a defined length. The width is determined based on the requirement for an optimum fit of the incoming pages.

- Imposition uses the bleed box from the incoming PDF to define the imposed trim size. With clustering enabled, all document pages are abutted in the layout. Trim marks are placed around the PDF trim box.

  – To prevent document bleed, the PDF bleed and trim boxes are the same size. The document is imposed without gutters.

  – To create document bleed, the PDF bleed box is larger than the trim box. The document is imposed with a gutter that is based on the size difference between the bleed and trim boxes in the PDF.

  – Imposition uses Automatic sheet size selection, Automatic orientation, and Auto Rows and Columns. The imposed document size and orientation are selected from the subset of sheet sizes automatically. To minimize media waste, the size is specified in the imposition preset.

  – An Edge Relative Gutter is set to ensure that the cut marks on the SEF lead edge are within the printable area. The printer engine determines the gutter.

- Imposed documents are submitted to the selected printer automatically.

  – The print quantity is adjusted to ensure the requested number of finished business cards.

  – The updated quantity is based on the number of rows and columns calculated during imposition.

Workflow Benefits

The Preflight and Print presets are shared with other workflows. The ability to share presets between workflows minimizes the total configuration implementation and management, as part of enabling prepress automation.

The Base Card workflow highlights how imposition of FreeFlow® Core helps simplify prepress automation. Instead of having multiple workflows or imposition presets for each type of card, a single workflow uses a single imposition. The imposition presets impose landscape and portrait cards with

and without bleed on the optimal press sheet size.

FreeFlow® Core is built to handle job variability automatically, which simplifies the implementation and sustainability of prepress automation.

ES-04 Base Flyers and Letters

The Base Flyers and Letters workflow demonstrates how FreeFlow® Core approaches prepress, to make automation simpler to implement, and sustain.

- The Preflight node ensures that image resolution is acceptable and that fonts are embedded in the document. For more information, refer to the ES-01Base Preflight and Print topics.

- The Imposition node has two possible automatic press sheet sizes. The press sheet size is chosen for the best fit based on the incoming pages. The automatic press sheet sizes have a defined length. The width is determined based on the requirement for an optimum fit of the incoming pages.

- Imposition uses the bleed box from the incoming PDF to define the imposed trim size. With clustering enabled, all document pages are abutted in the layout. Trim marks are placed around the PDF trim box.

  - To prevent document bleed, the PDF bleed and trim boxes are the same size. The document is imposed without gutters.

  - To create document bleed, the PDF bleed box is larger than the trim box. The document is imposed with a gutter that is based on the size difference between the bleed and trim boxes in the PDF.

  - Imposition uses a fixed, two columns and 1-row layout.

  - A uniform margin is set to ensure that the cut marks are visible on the imposed sheet.

- Imposed documents are submitted automatically to the selected printer.

  - The print quantity is adjusted to ensure the requested number of finished business cards.

  - The updated quantity is based on the number of rows and columns calculated during imposition.

Workflow Benefits

The Preflight and Print presets are shared with other workflows. The ability to share presets between workflows minimizes the total configuration implementation and management, as part of enabling prepress automation.

The Base Flyers and Letters workflow highlights how imposition of FreeFlow® Core helps simplify prepress automation. Instead of having multiple workflows or imposition presets for each type of letter or flyer, a single workflow uses a single imposition. The imposition preset imposes jobs with and without bleed on the optimal press sheet size.

FreeFlow® Core is built to handle job variability automatically, which simplifies the implementation and sustainability of prepress automation.

ES-05 Base Booklets

The Base Booklets workflow demonstrates how FreeFlow® Core approaches prepress, to make automation simpler to implement and sustain.

- The Preflight node ensures that image resolution is acceptable and that fonts are embedded in the document. For more information, refer to the ES-01Base Preflight and Print topics.

- Imposition uses the TrimBox from the incoming PDF to define the imposed trim size. Imposition uses the automatic sheet size selection and automatic orientation to determine the optimal press sheet size for the job. Sheet size selection is constrained to the subset of press sheet sizes specified in the imposition preset.

- A check box is available for the number of sheets per imposition. The number of sheets is undefined because the check box is not selected. The imposition layout results in the entire document imposed as a single signature.

- A uniform margin is set to ensure that the cut marks are visible on the imposed sheet. Note that the sample document results in no trim marks, because the BleedBox and TrimBox are identical. The Letter-size pages impose with no waste on a Tabloid sheet.

- Imposed documents are submitted to the selected printer automatically.

Workflow Benefits

The Preflight and Print presets are shared with other workflows. The ability to share presets between workflows minimizes the total configuration implementation and management, as part of enabling prepress automation.

The Base Booklets workflow highlights how imposition of FreeFlow® Core helps simplify prepress automation. Instead of having multiple workflows or imposition presets for each type of booklet, a single workflow uses a single imposition. The imposition presets impose booklets with and without bleed on the optimal press sheet size.

FreeFlow® Core is built to handle job variability automatically, which simplifies the implementation and sustainability of prepress automation.

ES-06 Base Calendars

The Base Calendars workflow demonstrates how FreeFlow® Core approaches prepress to make automation simpler to implement and sustain.

📝 **Note:** The workflow uses the Rotate node, which requires the Advanced Prepress module.

- The Preflight node ensures that image resolution is acceptable and that fonts are embedded in the document. For more information, refer to the ES-01Base Preflight and Print topics.

- The Rotate node is used to rotate the last page of a calendar job by 180 ˚. The Rotate node enables proper orientation for a calendar job output.

- The Imposition node uses Automatic sheet size selection and orientation to determine the best press sheet size for the job. Sheet size is constrained to the subset of press sheet sizes specified in the imposition template. The imposition results in the entire document imposed as a single signature.

- A uniform margin is set to ensure that the cut marks are visible on the imposed sheet. Note that the sample document results in no trim marks because the bleed and trim box are identical. Letter-size pages impose with no waste on a Tabloid sheet.

- Imposed documents are submitted to the selected printer automatically.

Workflow Benefits

The Preflight, Imposition, and Print presets are shared with other workflows. The ability to share presets between workflows minimizes the total configuration implementation and management, as part of enabling prepress automation.

The Base Calendars workflow highlights how imposition of FreeFlow® Core helps simplify prepress automation. Instead of having multiple workflows or imposition presets for each type of calendar, a single workflow uses a single imposition. The imposition preset imposes calendars with and without bleed on the optimal press sheet size.

FreeFlow® Core is built to handle job variability automatically, which simplifies the implementation and sustainability of prepress automation.

ES-01AP Preflight, Optimize, and Print

The Preflight, Optimize, and Print workflow automates routine preflight checks on incoming files and optimizes the files to eliminate common errors.
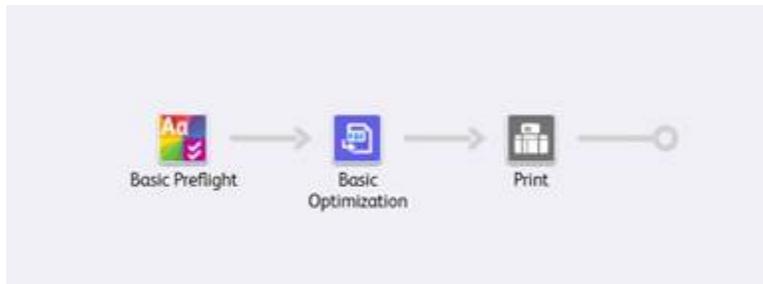
- The Preflight node ensures that image resolution is acceptable and that fonts are embedded in the document.
    - If a job fails preflight, FreeFlow® Core pauses the job before it is submitted to the printer.
    - If notification is enabled, FreeFlow® Core sends an email stating that the preflight failed. You can search for the Job ID [Job ID] included in the notification email. The Notification command is **Administration→Notifications→Preflight Notifications**.
    - Review the preflight report. Every object that triggers a preflight warning or error is highlighted with an annotation. The annotation includes details indicating why the specific object triggered a preflight warning or error.
    - Cancel or resume a job.
- Jobs that pass preflight are optimized. The Optimize node downsamples images where the resolution is above the defined threshold. The node removes non-print content such as PDF annotations and actions, hidden layers, and content outside of the defined PDF box.
- Optimized jobs are sent to the selected printer automatically.

Workflow Benefits

The Preflight, Optimize, and Print workflow shows a simple workflow to offload routine and repetitive preflight tasks to FreeFlow® Core. Jobs are inspected automatically. Jobs that require attention are identified automatically and retained. If Notification is enabled, selected users receive notification emails, eliminating the need to monitor FreeFlow® Core job processing. Jobs are optimized for print to create a streamlined PDF.

ES-02AP Booklets with Leading Banner Page

The Booklets with Leading Banner Page workflow demonstrates how to use Manifest Automation from Xerox (MAX) to build customized leading banner pages. The banner pages enable inline printing of job order sheets.

- The Preflight node ensures that image resolution is acceptable and that fonts are embedded in the document. For more information, refer to the ES-01Base Preflight and Print topics.

- The Imposition node uses Automatic sheet size selection and automatic orientation to determine the optimal press sheet size for the job. Sheet size selection is constrained to the subset of press sheet sizes specified in the imposition template.

- The Insert Pages node adds a page to the start of the document. The inserted page contains the content for the leading banner page.

- The Watermarks node adds text, images, page order, and printing and workflow information to the inserted page.

- The Barcode node adds the Job ID to the inserted page.

Documents are submitted to the selected printer automatically. The print ticket specifies that the first page is a leading banner page. The Digital Front-End (DFE) removes the leading banner page from the job, then processes the job using the internal logic for DFE-generated banner pages. The remainder of the document prints for the job print ticket.

> ✎ **Note:** The hotfolder is configured with a MAX Setup. The setup command **Administration→Hot Folders→Add a Hot Folder→MAX Setup** requires the Advanced Automation module.
>
> - The module enables ES-02AP Booklets with Leading Banner **Page.csv** sample file.
>
> - Replace the Watermark and Barcode text with the variable names defined in the MAX setup. For example, `PDQ Delivery = $FFCSR Name$`.

Workflow Benefits

The Booklets with Leading Banner Page workflow features one of the ways in which FreeFlow® Core can add content to a leading banner page.

The content is printed inline with the job, using the Watermark and Barcode nodes. Printing inline job sheets makes efficient tracking when producing many jobs.

ES-01AA Preflight, Route, Optimize, and Print

The Preflight, Route, Optimize, and Print workflow automates routine preflight checks on incoming files and optimizes them to eliminate common errors.
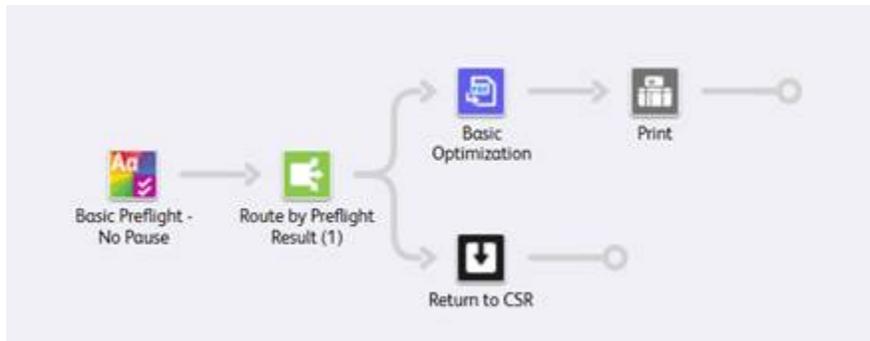
- The Preflight node ensures that image resolution is acceptable and that fonts are embedded in the document. The node does not pause the job based on the Preflight result. Instead, the node records the preflight result as a Job Characteristic.

- The Route node uses the preflight Job Characteristic result to map the job destination.

  – If there are no preflight warnings or errors, which is a preflight success, the job is routed to the Optimize and Print nodes.

  – The Optimize node downsamples images where the resolution is above the defined threshold.

  – The Route node removes non-print content such as PDF annotations and actions, hidden layers, and content outside of the defined PDF box.

  – Optimized jobs are sent to the selected printer automatically.

- If the job fails preflight, creating an error or warning, the job is routed to the Save node for more inspection or correction.

  – Review the preflight report.

  – Every object that triggers a preflight warning or error is highlighted with an annotation. The annotation includes details indicating why the specific object triggered a preflight warning or error.

Workflow Benefits

The Preflight, Route, Optimize, and Print workflow shows a simple routing workflow. Routing results in two different processing branches based on a Job Characteristic, in this case, the preflight result.

Jobs are inspected automatically. Jobs that require attention are identified automatically and saved for further review. If Notification is enabled, selected users receive notification emails, eliminating the need to monitor FreeFlow® Core job processing. If the preflight results in no warnings or errors, jobs are optimized for print to create a streamlined PDF.

ES-02AA Booklets and Calendars

The Booklets and Calendars workflow demonstrates how FreeFlow® Core approaches prepress to make automation simpler to implement and sustain.
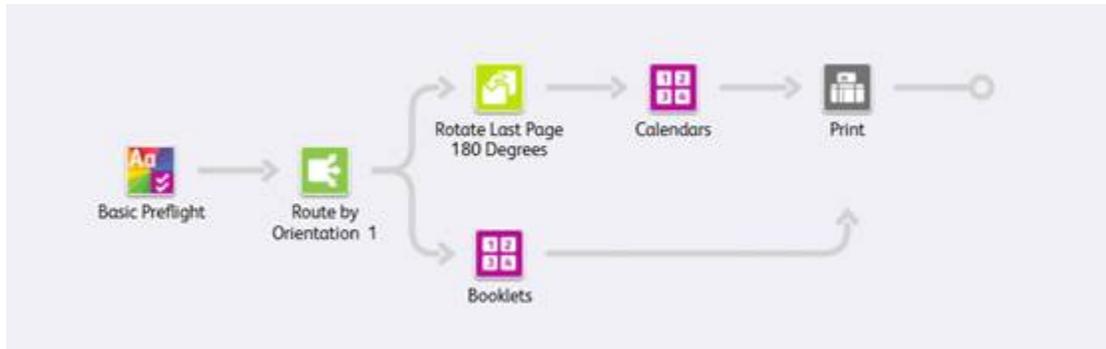
- The Preflight node ensures that image resolution is acceptable and that fonts are embedded in the document. For more information, refer to the ES-01Base Preflight and Print topics.

- The Route node determines the orientation of the document.

  - Landscape documents are routed to the calendar imposition node automatically.

  - Portrait documents are routed to the booklet imposition node automatically.

  - For documents routed to calendar imposition templates, the last page is rotated 180 degrees.

- The Imposition node uses automatic sheet size selection and orientation to determine the best press sheet size for the job. Sheet size is constrained to the subset of press sheet sizes specified in the imposition template.

- A uniform margin is set to ensure that the cut marks are visible on the imposed sheet.

  - Several of the sample documents result in no trim marks, because the BleedBox and TrimBox are identical.

  - Letter-size pages impose with no waste on a Tabloid sheet.

- Imposed documents are submitted to the selected printer automatically.

Workflow Benefits

The Preflight, Booklets, and Print presets are shared with other workflows. The ability to share presets between workflows minimizes the total configuration implementation and management, as part of enabling prepress automation.

The Booklets and Calendar workflow highlights how FreeFlow® Core imposition helps simplify prepress automation. Instead of having multiple workflows or imposition presets for each type of booklet or calendar, a single workflow is used. The single workflow uses an imposition preset for each job type and can impose booklets and calendars with and without bleed on the optimal press sheet size. The workflow automates both imposition and the selection of the right imposition preset.

The Booklets and Calendars workflow demonstrates the routing capability of FreeFlow Core, which enables multiple job outcomes, based on Job Characteristics. Job Characteristics include variables based on the job name, job group name, job file, print information, job metadata, MAX variable content, JMF, and Workflow. For variable descriptions, refer to the Xerox FreeFlow® Core online help, in the Appendix section.

FreeFlow® Core is built to handle job variability automatically, which simplifies the implementation and sustainability of prepress automation.

ES-03AA Books

The Books workflow demonstrates the ability of FreeFlow® Core to automate prepress for different job components in a single workflow.
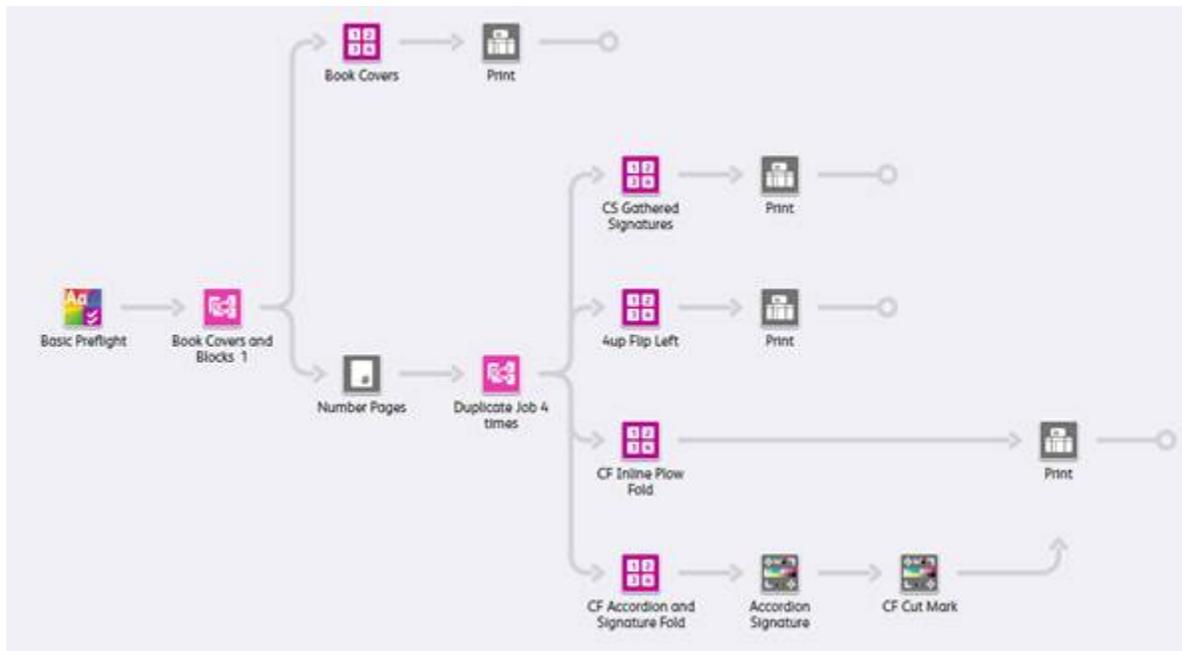
- The Preflight node ensures that image resolution is acceptable and that fonts are embedded in the document. For more information, refer to the ES-01Base Preflight and Print topics.

- The Route node splits documents into covers and blocks automatically, based on the orientation of the document pages.

- Covers workflow execution path:

  – Covers are imposed on a multiple-page signature on a 364 x 521 mm (14.33 x 20.5 in.) press sheet.

  – Imposed documents are submitted to the selected printer automatically. The print quantity is adjusted to ensure that the required number of covers is produced.

- Book Block workflow execution path:

  Book blocks are duplicated and submitted to multiple executions paths that automate book preparation for different printing and finishing configurations.

  – The Cut Sheet (CS) Gathered Signatures Imposition preset imposes book blocks as required for inline finishing using an inline cutter and perfect binder.

  – Imposition is performed in two stages:

    – On the Primary Stage, books are imposed as single-sheet booklets using the Automatic press sheet size. The dimensions of the document are based on the PDF box used by imposition, plus gutter and margin distances.

    – On the Secondary Stage, booklets are imposed Cut and Stack, using one sheet for each page signature.

  – The resultant layout produces a sheet that can be cut in half before folding and gathering, in preparation for perfect binding.

- The 4 up Flip Left Imposition preset imposes book blocks in a 4-up page signature. The left column is rotated so that the spines abut the center. The resultant layout produces book blocks that are separated before they are fed into an offline perfect binder.

- The continuous feed (CF) Inline Plow Fold Imposition preset imposes book blocks in a 3-up page signature. The preset uses manual page order and individual-cell content alignment.

  - The resultant layout produces book blocks that can be printed on a Continuous Feed printer with an inline plow folder.

  - To enable the C-folding of the Continuous Feed printed output, the plow folder is configured before sheeting and stacking book blocks for perfect binding.

- The CF Accordion and Signature Fold Imposition preset imposes book blocks in an 8-up page signature, using manual page order.

  - The resultant layout produces book blocks that can be printed on a Continuous Feed printer with an inline folder configured. The inline folder is configured to perform three accordion folds, followed by a cross fold.

  - The Accordion Signature Pressmarks preset adds signature sequence marks, fold registration marks, and marks for demarcating the end-of-signature and end-of-book boundaries.

  - The CF Cut Mark preset adds a mark to trigger in inline cutter using Optical Mark Recognition (OMR).

- Imposed documents are submitted to the selected printer automatically. If needed, the print quantity is adjusted to ensure the required number of covers or book blocks is produced.

Workflow Benefits

The Books workflow highlights how FreeFlow® Core automates both job processing and decisions about how jobs are processed.

FreeFlow® Core accepts jobs as they are submitted, and splits job components into multiple jobs automatically. The output is two book components, each prepared according to their respective requirements. Incrementally, the workflow creates four copies of the book block to highlight the flexibility and imposition capabilities of FreeFlow® Core.

The Book workflow shows how a single workflow can perform different prepress operations on different job components, and splits job components into multiple jobs, automatically.

ES-04AA Color Manage, Proof, and Print

The Color Manage, Proof, and Print workflow demonstrates how FreeFlow® Core approaches prepress, to make automation simpler to implement and sustain.
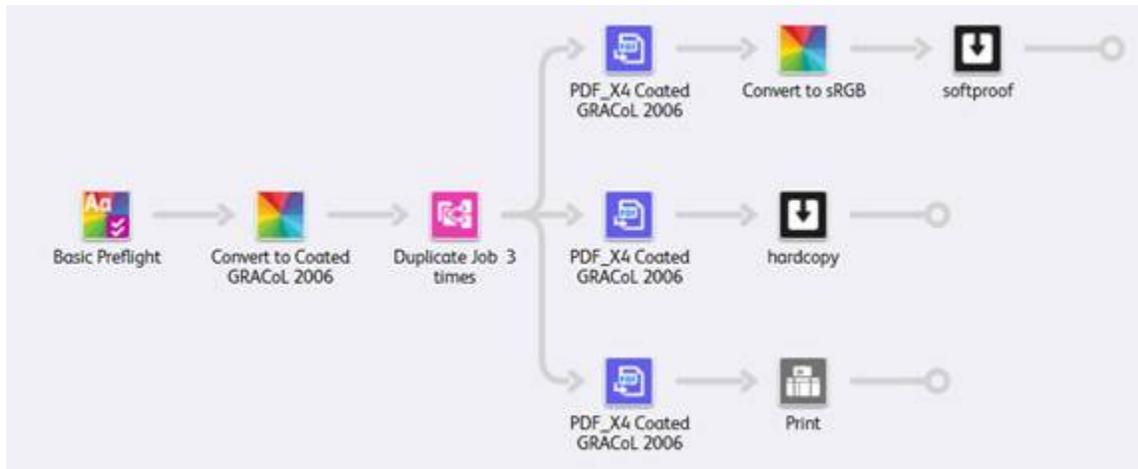
- The Preflight node ensures that image resolution is acceptable and that fonts are embedded in the document. For more information, refer to the ES-01Base Preflight and Print topics.

- The Manage Color node ensures that documents are color-managed to CMYK coated GRACoL 2006 media. Spot colors are not color-managed.

- The document is duplicated three times using the Split node, and directed to three different execution paths, depending on the desired destination.

  - Save for SoftProof workflow execution path:

    - The Optimize node converts the document to the PDF/X4 standard, including ensuring that all fonts are embedded.

    - The PDF is converted to sRGB, including the spot colors, as the Convert to sRGB Manage Color preset.

    - The PDF is saved with the naming convention of JobId -documentGroupId – jobName. The PDF is then suitable to send as a soft proof to a recipient with a carefully calibrated monitor.

  - Save to Proofer workflow execution path:

    - The Optimize node converts the document to the PDF/X4 standard, including ensuring that all fonts are embedded.

    - The PDF is saved with the naming convention of JobId -documentGroupId – jobName. The PDF is then suitable to send to a proof printer that is set up for coated GRACoL 2006 media.

  - Print workflow execution path:

    - The Optimize node converts the document to the PDF/X4 standard, including ensuring that all fonts are embedded.

    - The documents are submitted to the selected printer automatically.

– The Print node is configured to pause the job before submission.

– The Print node enables the saved proof PDFs for review, before releasing the final PDF to print.

Workflow Benefits

The Color Manage, Proof, and Print workflow highlights how Manage Color and Optimize capabilities of FreeFlow® Core can be used to produce compliant PDFs with a defined color-management output space.

The Color Manage, Proof, and Print workflow demonstrates the Split capability that produces three copies of the incoming PDF. The PDF is directed to three different execution paths automatically, for different purposes: hard copy proof, soft proof, and print.

ES-05AA Auto-Ganged Business Cards

The Auto-Ganged Business Cards workflow automates both the decisions to gang the jobs, and to collect unrelated jobs into a Job Group for automated job ganging.

✎ **Note:** The Auto-Ganged Business Cards workflow uses the Collect node that aggregates jobs, and works with the Collect Job Documents feature to manage Job Groups. The Collect node requires the Output Management module.
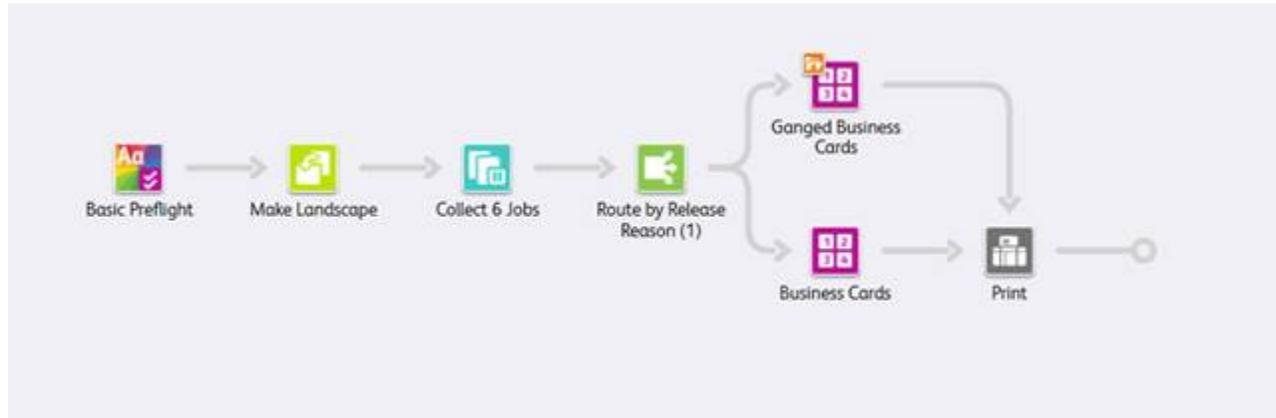
- The Preflight node ensures that image resolution is acceptable and that fonts are embedded in the document. For more information, refer to the ESv5-01Base Preflight and Print topics.

- The Rotate node ensures that all business cards are in the same orientation.

- The Collect node pauses all jobs before releasing them as a Job Group. Jobs are released based on the following conditions:

    – Jobs are released when a total of six jobs are paused. The jobs are routed to the Ganged Business Cards imposition preset.

    – Jobs are released after they are held for 1 minute. The jobs are routed to the Business Cards imposition preset.

- The Route node looks at the release condition used to resume job processing, then submits the job to the correct imposition preset or template.

    – Jobs routed to the Ganged Business Card workflow execution path:

        – Job Group Imposition is enabled when the Collect Job Document option is enabled on the imposition preset within the workflow.

        – Imposition is performed in two stages:

            – On the Primary Stage, each business card is placed on media that is 483 mm (19 in.) wide. FreeFlow® Core determines the automatic length for the media.

                – The resultant layout has as many business cards that fit on the 483 mm (19 in.) media width.

                – The height of the document is based on the number of rows plus gutter and

margin distances. Since the number of rows is Automatic, FreeFlow® Core defaults to a single row.

- The print quantity is adjusted after the number of business cards in the layout is determined.

- On the Secondary and final Stage, Job Group Imposition modifies Cut and Stack behavior. Cutting and stacking places each business card in a different place in the layout on a 329 x 483 mm (13 x 19 in.) sheet.

- The resultant layout repeats the same business card horizontally, but has different cards vertically to enable finishing in a sheet-fed cutter creaser table. The workflow ensures that job groups that reach the preset contain exactly six jobs. All jobs that reach the Imposition preset are ganged as expected.

- Jobs routed to the Business Cards workflow execution path are imposed as in the previous business card Easy Start workflow ES-05Base Booklets.

- Imposed documents, with properly updated print quantities, are submitted to the selected printer automatically.

🖉 **Note:** For submission using the sample **.csv** file, you can use the MAX capability defined in the hotfolder. The hotfolder uses the MAX (Manifest Automation from Xerox) Setup capability.

- Capability occurs after the submission of a **.csv** or **.txt** file to the hotfolder location on the FreeFlow® Core server.

- The file location is `C:\Xerox\FreeFlow\Core\00000000-0000-0000-0000-000000000000\Data\Hot Folders\ES-07AAAuto-GangedBusinessCards`.

- The MAX Setup designation for column content links the data within the **.csv** or **.txt** file to designated FreeFlow Core variables. For more information, refer to the sample file.

Workflow Benefits

The Preflight, Business Cards, and Print presets are shared with other workflows. The ability to share presets between workflows minimizes the total configuration implementation and management, as part of enabling prepress automation.

The Auto-Ganged Business Cards workflow highlights how FreeFlow® Core automates both job processing, and decisions about how jobs are processed. Instead of having workflows for ganged and single business cards, a single workflow uses Job Group imposition to gang as many business cards as possible, automatically. The imposition places each business card in its place in the layout, enabling ganging of 1-sided and 2-sided business cards. The remaining business cards are imposed as separate jobs.

Incrementally, the workflow does not require the upstream system to know that the jobs are collected and ganged together. FreeFlow® Core accepts jobs as they are submitted. The Collect node is used to gather the jobs into Job Groups that are submitted to imposition for ganging.

Alternatively, the Collect node can release jobs after a defined timeframe. Jobs are imposed as separate jobs. The imposition ensures that the system does not wait indefinitely to fill a ganged layout.

By automating the aggregation of jobs, the Auto-Ganged Business Cards workflow shows how FreeFlow® Core can streamline both printing and finishing operations, automatically. The workflow shows how a single workflow can vary job preparation automatically, based on the optimal scenario for a given collection of jobs.

The workflow features one of the ways in which FreeFlow® Core can use information from upstream systems using the MAX capability of FreeFlow® Core. In this case, the sample **.csv** file points to the location of the Business Cards requiring processing.

ES-01V Ganged Personalized Cards

The Ganged Personalized Cards workflow automates the imposition based on a requested quantity and size. If content is a job group or a single PDF/VT with records, the workflow illustrates different imposition outcomes.

PDF/VT has the advantage of having all the content of multiple single PDFs in one file represented as individual records. The PDF/VT is smaller than the sum of the individual PDFs. FreeFlow® Core allows handling of individual records within the PDF/VT for Split, Imposition, and Barcode Data. FreeFlow® Core has PDF/VT variables that allow for workflow decisions based on record information.

- The Preflight node ensures that image resolution is acceptable and that fonts are embedded in the document. For more information, refer to the ES-01Base Preflight and Print topics.

- The Rotate node ensures that all business cards are the same orientation.

- The Route node routes by the number of jobs in the Job Group. If the number is above 1, the jobs are routed to the Ganged Personalized Postcards imposition preset. If the number is 1, the job is routed to the Ganged PDF/VT Personalized Postcards imposition preset.

- The Ganged Personalized Postcards imposition is performed in two stages:

  - On the Primary Stage, select the media width that you want to use for personalized cards. Select one of the media widths:

    - 520.7 mm (20.5 in.)

    - 571.5 mm (22.5 in.)

    - 660.4 mm (26 in.)

    FreeFlow® Core determines the automatic length for the media. The layout is Cut and Stack with one row and automatic columns.

  - On the Secondary and final Stage, the media is one of the following sizes:

    - 364 x 520.7 mm (14.33 x 20.5 in.)

    - 364 x 571.5 mm (14.33 x 22.5 in.)

    - 364 x 660.4 mm (14.33 x 26 in.)

    The variable size dimension is based on the size chosen automatically in the first stage. The layout is Cut and Split, with Retain Job Order when Ganging, which retains the job, ordering, and automatic rows and columns.

- The Ganged PDF-vt Personalized Postcards imposition sheet size is one of the following:

- – 520.7 mm (20.5 in.) multiplied by an automatic length that FreeFlow Core determines

- – 571.5 mm (22.5 in.) multiplied by an automatic length that FreeFlow Core determines

- – 660.4 mm (26 in.) multiplied by an automatic length that FreeFlow Core determines

- – The layout is Cut and Stack with Apply to each Variable Record selected. The selection results in a record within the PDF/VT file imposed as a separate job.

- – All records within the PDF/VT file are considered a Job Group, and each record a subjob within that Job Group.

- Imposed documents are submitted to the selected printer automatically.

Workflow Benefits

The Ganged Personalized Cards workflow highlights how FreeFlow® Core automates both job processing and decisions about how jobs are processed. FreeFlow® Core accepts jobs as they are submitted and adjusts print quantity automatically to ensure optimal media usage for differing print-quantity requests. The Ganged Personalized Cards workflow illustrates the imposition capabilities related to a PDF/VT job with internally defined records.

By automating the aggregation of jobs, the workflow shows how FreeFlow® Core can streamline both printing and finishing operations automatically.

The Ganged Personalized Cards workflow features one of the ways in which FreeFlow® Core can use information from upstream systems using the MAX capability of FreeFlow® Core. In this case, the sample **.csv** file points to the Card jobs requiring processing.