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Xerox® FreeFlow® Setup and Go Productivity Apps Solutions Guide

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1. Introduction

Now you can eliminate prepress bottlenecks with an easy-to-use workflow solution. The Xerox® FreeFlow® Setup and Go Productivity Apps will automate your printing and maximize the productivity of your Xerox® digital press.

Business cards, booklets, calendars, postcards and posters can be time-consuming jobs to run during both prepress and printing phases. Skilled operators must create PDFs, lay out various multi-up schemes and manage color.

With the Xerox® FreeFlow® Setup and Go Productivity Apps, those time-consuming tasks are replaced by an easy-to-use automated workflow. All it takes is a few clicks to create PDFs, design layouts and optimize color—all parameters specifically tailored to your Xerox® digital press.

No manual calculations are required to achieve consistent results job-to-job, operator-to-operator. Jobs can be previewed on-screen prior to sending to print, ensuring accuracy and eliminating the need for proof printing. By virtually eliminating most prepress steps, your operators are free to focus on more complex jobs.

The Xerox® FreeFlow® Setup and Go Productivity Apps, including predesigned layout designs and workflows, enable you to produce more jobs and maximize the investment you made in your Xerox® digital press.
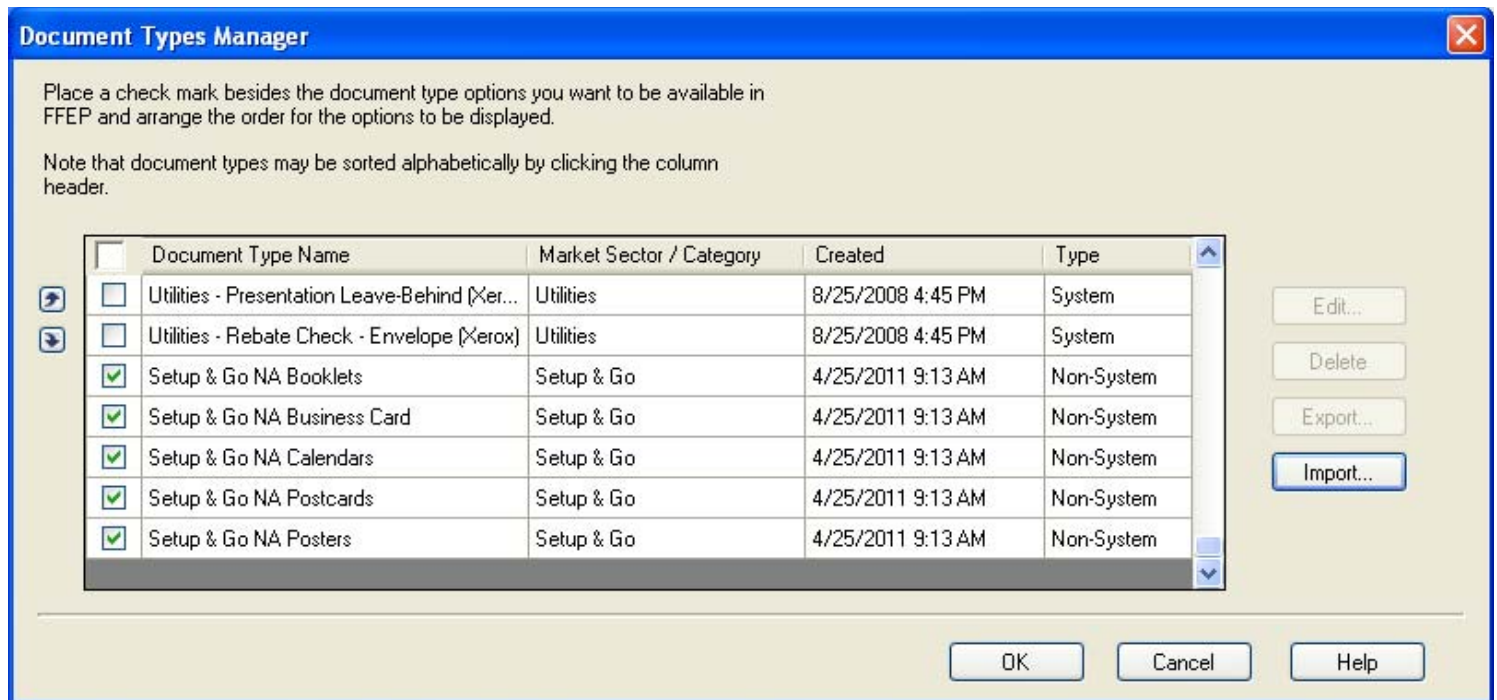
This Solutions Guide will illustrate how to use the Setup and Go Productivity Apps to prepare and print business cards, booklets, calendars, postcards and posters.

2. Installation Instructions

This section describes how install the Setup and Go Productivity Apps on your computer. You must have Xerox® FreeFlow® Express to Print software already installed on your PC.

There is a one-time setup for this productivity app. If you have already installed Setup and Go, you may skip this section.

1. Load the DC8080 Setup and Go zip folder for your region from the network.

2. Navigate to the DC8080 zip folder on your PC and right-click on it

3. Extract the zip folder and follow all instructions if any

4. Choose *Options, Document Types*. The Document Types Manager will appear.
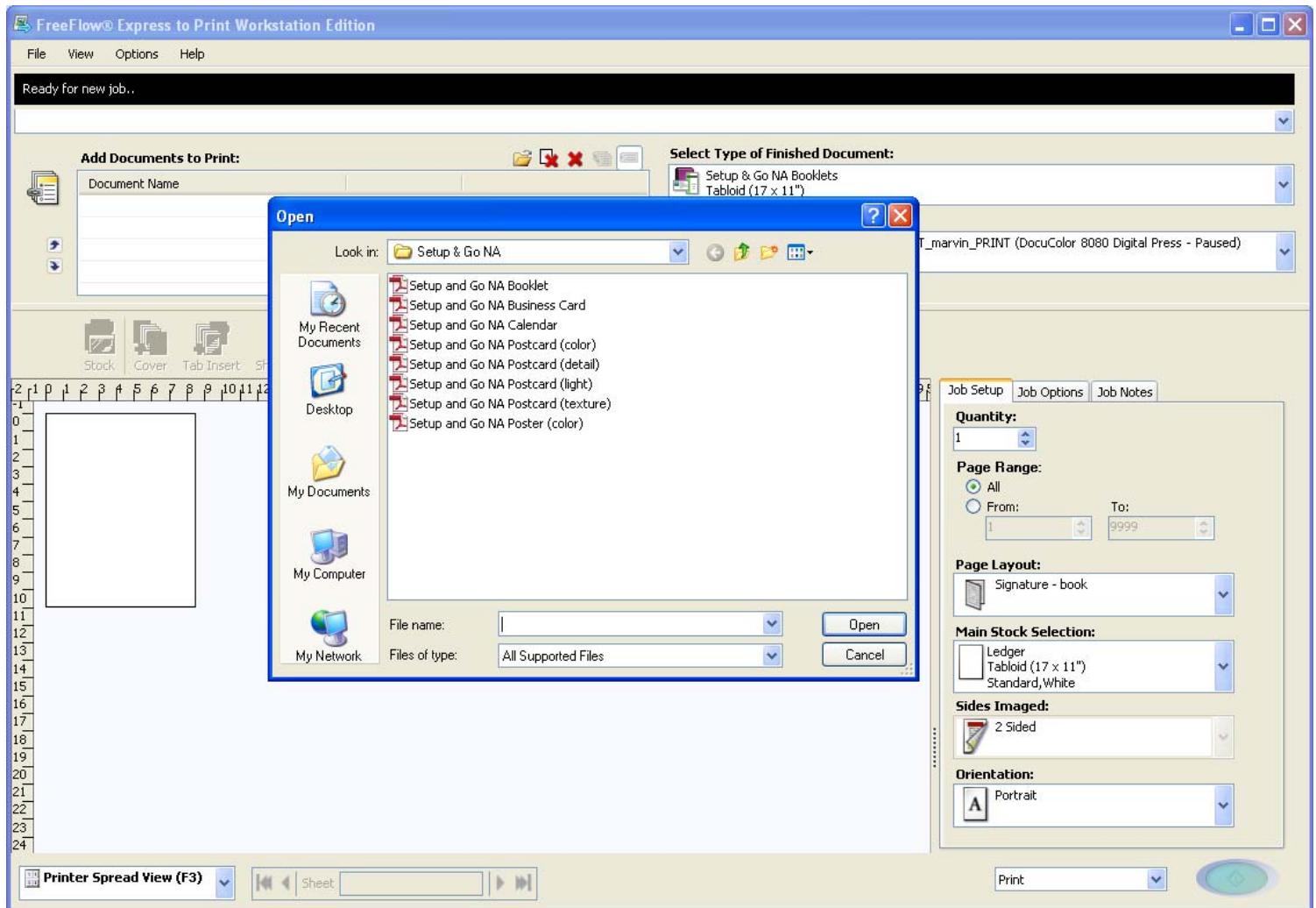

5. Choose *Import*.

6. On your PC, locate the "Setup and Go NA.epkg" file or the "Setup and Go XE.epkg" file (choose the correct one for your region).

7. Select the EPKG (Express Package) file.

8. Choose *Open*. The 5 new templates for Business Cards, Posters, Post Cards, Booklets and Calendars will be added. Click on the Type column if you wish to view them.

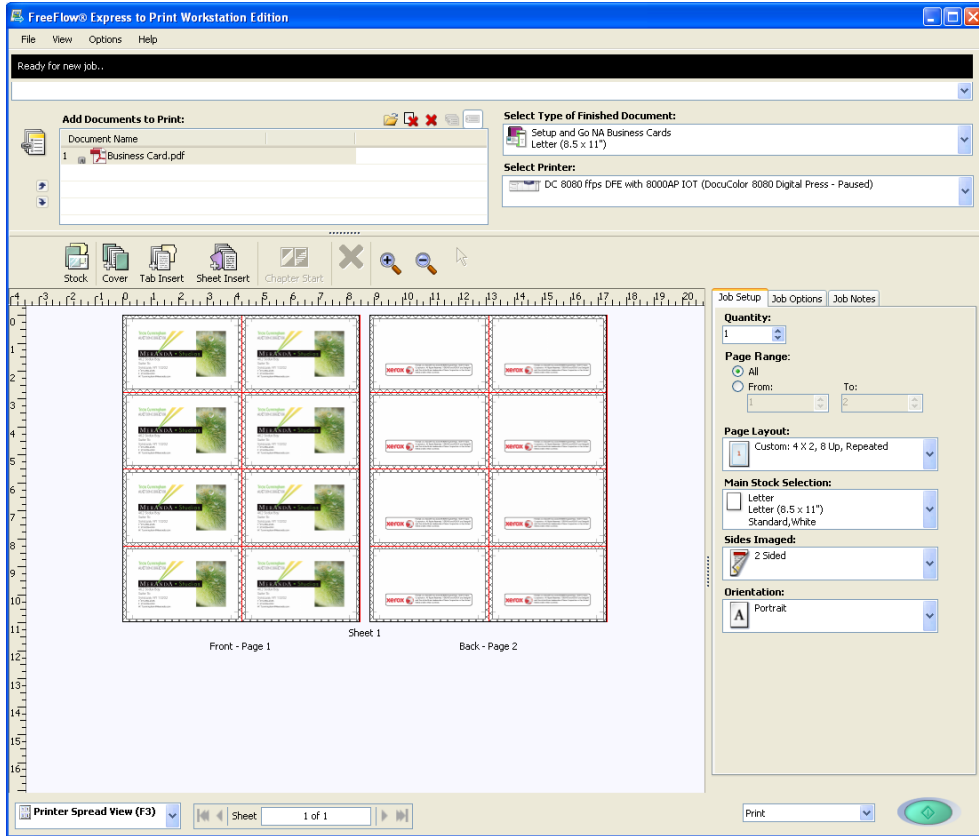9. Select *OK* once the Document Types have been added.

You will need to register your printers in your system in order to print the productivity apps.

3. Printing the Business Card Application

This section will describe how to print the sample business card file included in the Setup and Go Productivity Apps.

1. Launch Express to Print.

2. Select which printer to send the job to.

3. Select the "Type of Finished Document" pull-down menu.

4. Choose the desired Setup and Go Business Card PDF file.

5. Click on the "Add Documents to Print" folder icon.

6. Click on the green *Print* button at the bottom of the window to print the sample job.
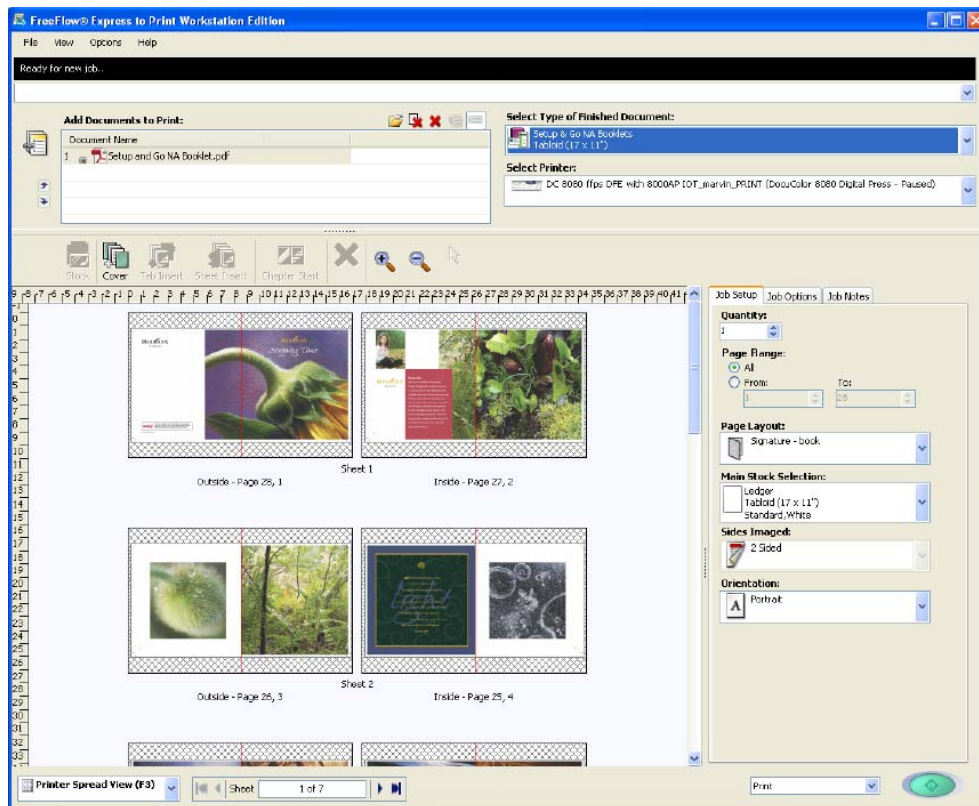
You'll see that all the print settings for the job have been pre-set:

• Quantity

• Page Range

• Main Stock Selection

• Sides Imaged

• Orientation

• Page Layout

4. Printing the Sample Booklet Application

This section will describe how to print the sample booklet file included in the Setup and Go Productivity Apps.

1. Launch Express to Print.

2. Select which printer to send the job to.

3. Select the "Type of Finished Document" pull-down menu.

4. Choose the desired Setup and Go Booklet PDF file.

5. Click on the "Add Documents to Print" folder icon.

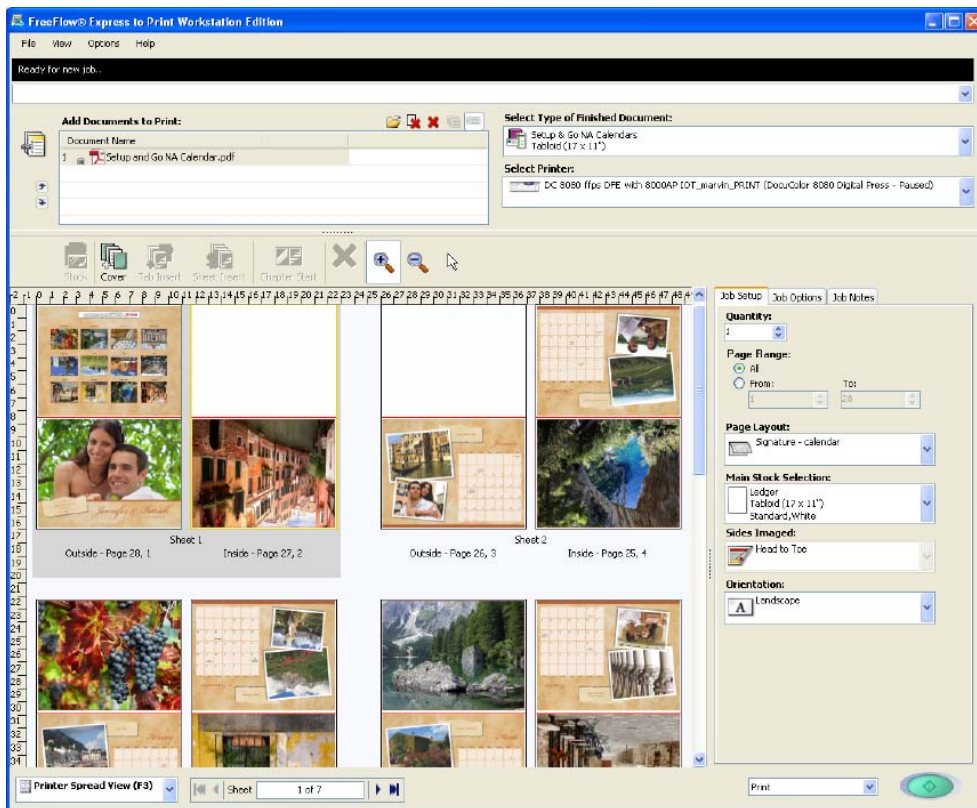6. Click on the green *Print* button at the bottom of the window to print the sample job.

You'll see that all the print settings for the job have been pre-set:

• Quantity

• Page Range

• Main Stock Selection

• Sides Imaged

• Orientation

• Page Layout

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5. Printing the Sample Calendar Application

This section will describe how to print the sample calendar file included in the Setup and Go Productivity Apps.

1. Launch Express to Print.

2. Select which printer to send the job to.

3. Select the "Type of Finished Document" pull-down menu.

4. Choose the desired Setup and Go Calendar PDF file.

5. Click on the "Add Documents to Print" folder icon.

6. Click on the green *Print* button at the bottom of the window to print the sample job.

You'll see that all the print settings for the job have been pre-set:

• Quantity

• Page Range

• Main Stock Selection

• Sides Imaged

• Orientation

• Page Layout

6. Printing the Sample Postcard Application

This section will describe how to print the sample postcard file included in the Setup and Go Productivity Apps.

1. Launch Express to Print.

2. Select which printer to send the job to.

3. Select the "Type of Finished Document" pull-down menu.

4. Choose the desired Setup and Go Postcard PDF file.

5. Click on the "Add Documents to Print" folder icon.

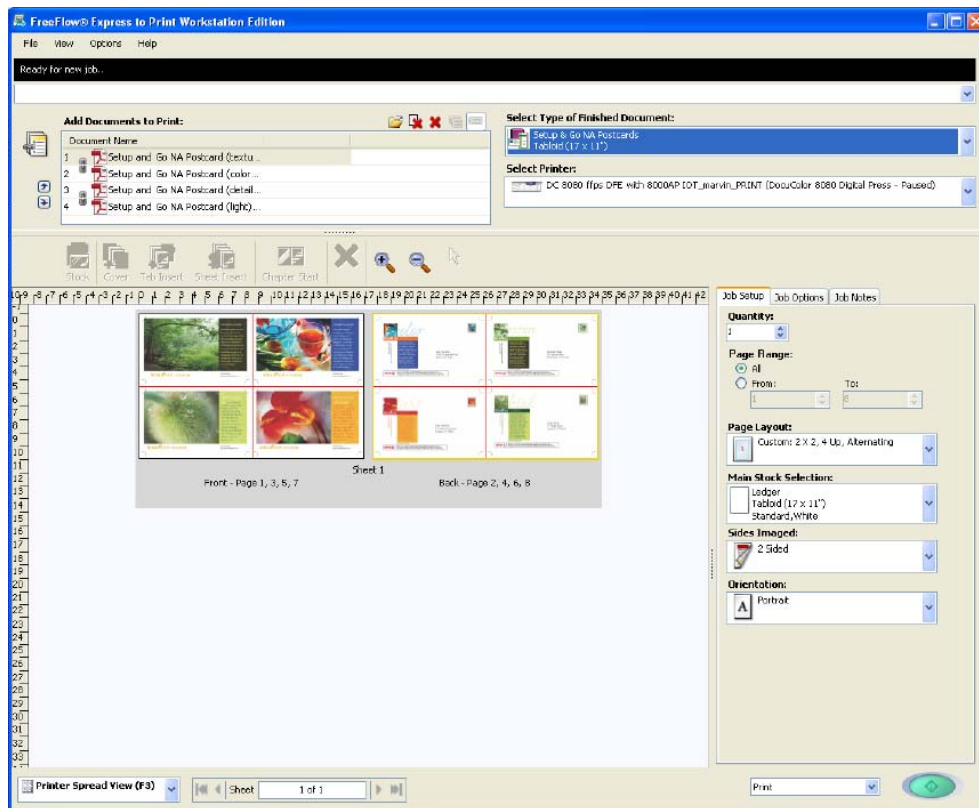6. Click on the green *Print* button at the bottom of the window to print the sample job.

You'll see that all the print settings for the job have been pre-set:

• Quantity

• Page Range

• Main Stock Selection

• Sides Imaged

• Orientation

• Page Layout

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7. Printing the Sample Poster Application

This section will describe how to print the sample poster file included in the Setup and Go Productivity Apps.

1. Launch Express to Print.

2. Select which printer to send the job to.

3. Select the "Type of Finished Document" pull-down menu.

4. Choose the desired Setup and Go Poster PDF file.

5. Click on the "Add Documents to Print" folder icon.

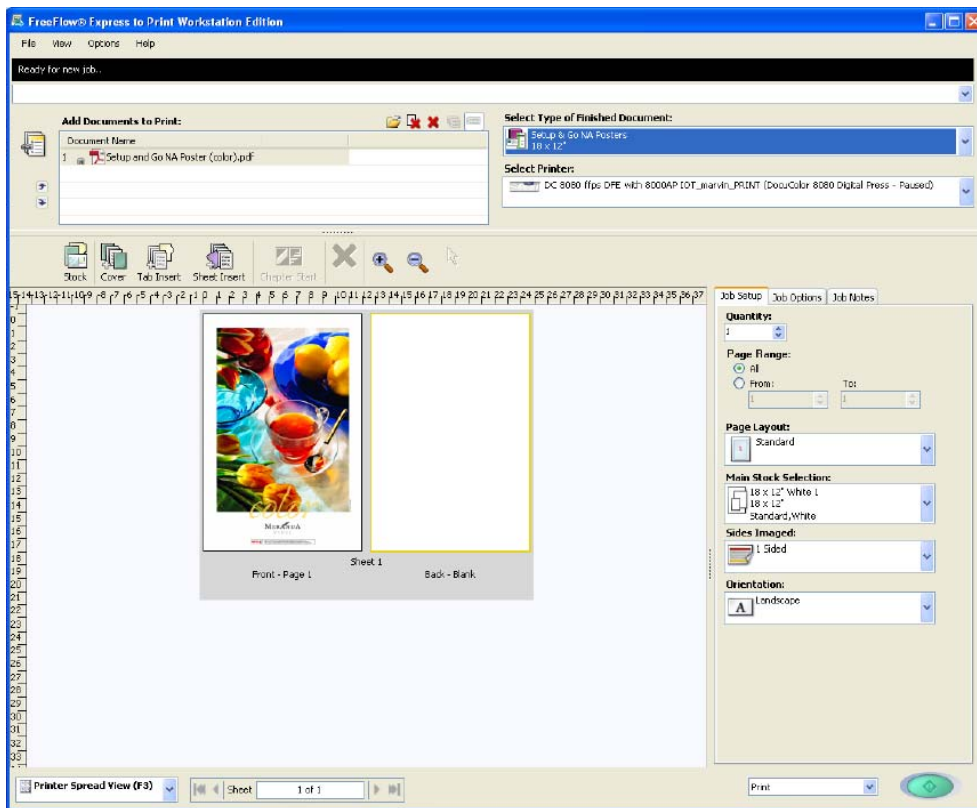6. Click on the green *Print* button at the bottom of the window to print the sample job.

You'll see that all the print settings for the job have been pre-set:

• Quantity

• Page Range

• Main Stock Selection

• Sides Imaged

• Orientation

• Page Layout

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8. Customizing Document Templates

You may use templates included in the Setup and Go Productivity Apps to impose and lay out your own jobs by swapping in images and text. You may also choose to make minor edits to the templates to customize them for your needs and to save them as your new templates.

If the document templates in the Setup and Go Productivity Apps do not provide the desired imposition or finishing result, you can adjust the parameters to fit your needs. Simply apply an existing template, select the desired job ticketing parameters, then go to the main menu , select *File*, select *Save Document Type As*, and save using a new template name.

The template will appear in the Document Template List with the new name. For more advanced template customization, professional services through your Xerox analyst can be utilized.

For more information on the FreeFlow® Setup and Go Productivity Apps, call 1-800-ASK-XEROX or visit us at www.xerox.com

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