

UltraPrint



user guide



IMAGING TECHNOLOGIES INC.

UltraPrint User Guide

by Alto Imaging Technologies

UltraPrint User Guide

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Introducing UltraPrint

1 Introducing UltraPrint

Alto Imaging Technologies UltraPrint is a powerful...

Advanced print-on-demand management system designed for high-volume document production. UltraPrint provides a sophisticated, yet cost effective solution capable of driving single or clustered printers ranging in speed from 40 to 300+ impressions per minute.

Create print jobs from Tagged Image File Format (TIF), Adobe Portable Document Format (PDF), PostScript (PS), or Printer Command Language (PCL) files. Advanced image controls include N-up printing, booklet making, variable text overlay, and other imposition/layout options.

Use UltraPrint to provide high-speed Raster Image Processing (RIP) services to monochrome and full-color output devices, and an advanced, direct printing support for the Kodak/Heidelberg DigiMaster 9110/E125/E150, Kodak 92P/SP, and RPCS driven Ricoh printers.

UltraPrint Features

- Streamlined document assembly lets you create complex documents made from multiple files and different formats.
- Add headers, footers, and page numbering, intelligently skipping tabs and alternating placement for two-sided or tumble output.
- Select from several custom layouts including 2-up, 4-up, booklet, and multi-part forms.
- Automate variable data and sequential number. Includes support for page application control and sequential numbering, making it easy to create forms and mail merge applications.
- Supports queue-based for remote job submission. Integrates with Microsoft Internet Information Services (IIS) to provide cost-effective web-based printing.
- In addition to standard Windows printing, UltraPrint supports native TIFF printing to output devices based on the Kodak/Heidelberg DigiMaster 9110/E125/E150 printers. Includes support for page-level media selection, and job-ticketing (templates) recall.

Installing and Configuring

2 Installing and Configuring

Before you begin, be sure you have:

- A computer that meets the [system requirements](#)^[8] for running UltraPrint.
- The UltraPrint installation software. If you have a CD, this installation software is located in the directory specified in the installation steps. If you obtained the software electronically, then locate the single installation file you downloaded.

Installing UltraPrint is simple. Here is a summary of the steps it takes to get started:

1. [Install the UltraPrint application](#)^[9].
2. [Obtain a software activation key and activate the license](#)^[10].
3. [Configure AltoScript](#)^[16] support for PostScript (PS) and Portable Document Format (PDF) files.
4. [Configure other options](#)^[11] as desired.
5. Start using UltraPrint!

See Also: [Product Activation](#)^[10], [Configuring UltraPrint](#)^[11], [Custom Print DigiMaster 9110](#)^[17]

2.1 System Requirements

What do you need to run UltraPrint? Use the information in the following tables to help you select a computer and operating system that meets your needs.

UltraPrint Client/Server Requirements	
Processor	<ul style="list-style-type: none"> Intel® Pentium™ 4 E521 2.80-gigahertz (GHz); Intel® Core™2 Duo processor E6400 or higher (recommended)
Operating System	<ul style="list-style-type: none"> Windows® Server 2003, Standard Edition Windows Server 2003, Enterprise Edition Windows XP Professional (recommended) Windows® 2000 Server Windows 2000 Advanced Server Windows 2000 Datacenter Server
Memory	<ul style="list-style-type: none"> 1 gigabyte (GB) of RAM; 2 gigabyte (GB) of RAM recommended
Hard Drive	<ul style="list-style-type: none"> 7.2K RPM Serial ATA 3Gbps; 10K RPM Serial-Attach SCSI 3Gbps (recommended) 90 to 100 MB of available hard-disk space (program installation only)
Hard Drive Controller	<ul style="list-style-type: none"> Serial ATA; U320 SCSI (recommended)
Optical Drive	<ul style="list-style-type: none"> CD-ROM drive; CD-RW or DVD-RW recommended
Display/Monitor	<ul style="list-style-type: none"> 1024x768 SVGA or higher-resolution monitor with AGP/PCI Graphics adapter and 128 MB RAM; 19-inch monitor with 1280x1024 SXGA 4x AGP Graphics Adapter and 256 MB (DDR) SDRAM(recommended)
Networking	<ul style="list-style-type: none"> 100/1000 Mbps Ethernet adapter or higher
Other Software and Devices	<ul style="list-style-type: none"> Microsoft Internet Explorer version 5.5 SP1 or later required TWAIN compliant imaging device (Image Arranger server only)
<p>Notes: Memory requirements are dependent on operating system selection and other factors and could be higher. Hard disk space requirements do not include space required for image or document storage.</p>	

2.2 Installing Application

1. Log on to your Microsoft Windows computer as Administrator, or as a user who is a member of the Administrator group.
2. If you are installing from CD, click the **Start** button, choose **Run** and type:

```
D:\Alto Imaging Arranger\Data\Setup.exe
```

Where D: is the drive letter for your CD-ROM drive, and then click **OK**.

—or—

If you are installing from a downloaded file, click the **Start** button, choose **Run**, and browse to the folder where you saved the program file. Select the program file, click **Open**, and then click **OK**.

3. When **Alto Imaging Technologies UltraPrint Installation Welcome** appears, click **Next** to begin installation.
4. After reviewing and accepting the end user license agreement (EULA), click **Next**.
5. Click **Next** to install UltraPrint in the default program folder.

—or—

To install in a directory other than the default, click **Browse** and select a folder. If the folder does not exist, it will be created for you.

6. Click **Yes** to save copies of any files replaced during the installation process, or click **No** to overwrite files without saving, and then click **Next**.

If you select **Yes**, you are prompted to choose the folder where you want to save the files. To save to a folder other than the default, click **Browse** and select a folder. If the folder does not exist, it will be created for you.

7. After the required information has been gathered, click **Next** to begin copying setup files.



TIP: If you want to make changes, click Back until you find the information you want to change.

9. Click **Finish**.



TIP: If you are installing other UltraWare applications, you can perform these installations prior to restarting the system. After all installations are complete, the system must be restarted

10. Click **OK** to restart the system.

Next: [Activate your software](#) 

2.3 Product Activation

UltraPrint requires hardware specific product activation to validate your software license prior to enabling use of the application. Each software license issued by Alto Imaging Technologies is valid for a specific period of time. During this time, you can install updates as often as they become available. At the end of your license term, UltraPrint will continue to function, but new updates may not be installed.



IMPORTANT: Applying an update dated after the expiration of your license will cause UltraPrint to stop working. Verify the expiration date of your current license prior to installing a newer version by selecting **About UltraPrint** from the **Help** menu.

Activating and Enabling UltraPrint

Follow the steps in the following sections to [create a hardware identifier](#)¹⁰. A hardware identifier is a small file that contains information about your PC and currently installed system components. The information in this file is used to obtain a software activation key that activates UltraPrint only for the PC on which the hardware identifier was created.

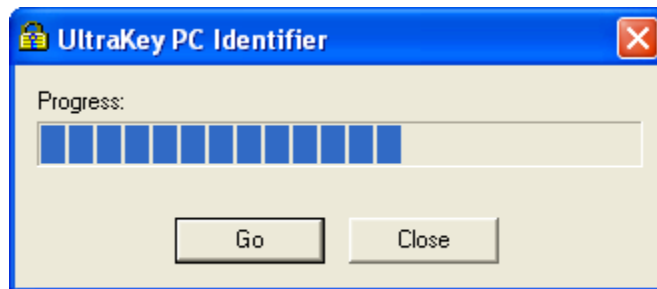
Once you receive your key, [activate the software license](#)¹¹ by simply copying a file you receive from Alto Imaging Technologies into the UltraKey folder to enable your software.

2.3.1 Creating a Hardware Identifier

1. Click **Start**, choose **Run**, and then type:

```
C:\Program Files\Alto Imaging Common\UltraKey\UKPCID.exe
```

2. Click **OK** to launch the **UltraKey PC Identifier**.
3. Click **Go** to begin creating the hardware identifier.



4. Click **Save** to create the file using the default filename.

–or–

Choose a new folder, type a new **File Name**, and then click **Open**.

5. Click **Close**.



TIP: Remember where you save the file so you can easily locate it when your are ready to request activation.

Next: [Obtain a Software Activation Key](#) ¹¹

2.3.2 Obtaining a Software Activation Key

1. Use your web browser to access the **Software License Request** form at:

<http://www.altoimaging.com/altoweb/productregistration/keysubmit/keyform.html>

2. Type the requested information for each field.

3. Click **Browse** to locate and attach the [hardware identifier file](#) ¹⁰ you created in previous steps.

4. Click **Submit** to send the request.



NOTE: Your software activation key will be returned to the email address you enter on the request form. It can take up to 24 hours to receive your software activation key

Next: [Activate the Software License](#) ¹¹

2.3.3 Activating the Software License

- Copy the [activation key](#) ¹¹ you received to the UltraKey folder. The path to the folder is:

C:\Program Files\Alto Imaging Common\UltraKey\

2.4 Configuring UltraPrint

Before you begin...

- [Install the UltraPrint software](#) ⁷.
- Get a [software license](#) ¹¹ key from Alto Imaging Technologies. This license must be installed before your software will be functional.

- Be sure you have physically connected, installed drivers for, and tested your output device(s).

Configuring UltraPrint takes just a few simple steps.

1. Select [Advanced Options](#)^[15] that control how UltraPrint renders print ready files, including specific settings for PostScript (PS) and Portable Document Format (PDF) files rendered using [AltoScript](#)^[16].
2. Select [Viewer and Output options](#)^[12].
3. Select other options as desired.

To configure UltraPrint options

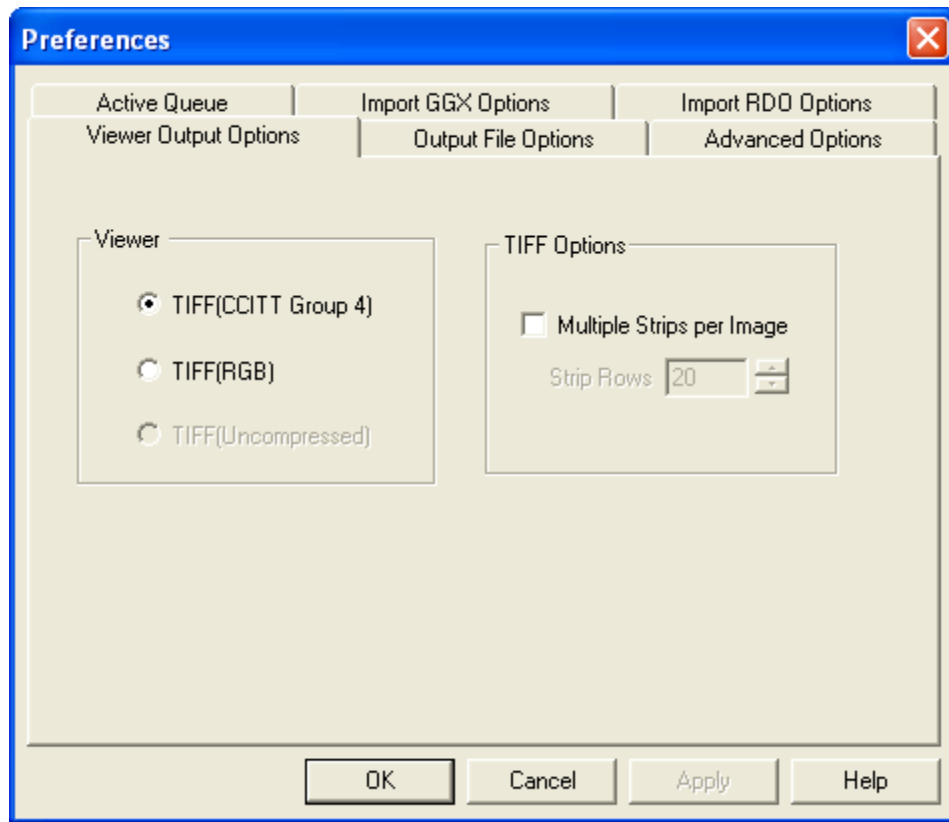
- Click **Preferences**  on the toolbar.

2.4.1 Viewer and Output Options

When [viewing and editing files](#)^[41], most formats are passed directly to the [internal viewer](#)^[31] or to the registered application. When [UltraScript](#)^[15] or [AltoScript](#)^[15] are enabled, page description language (PDL) formats including HP Printer Command Language (PCL), PostScript (PS), and Portable Document Format (PDF) files are rendered to a bitmap image which is then passed to the internal viewer or registered application for Tagged Image File Format (TIFF) images.

Viewer Output Options

Specify TIFF options for images created by UltraPrint during the rendering process.



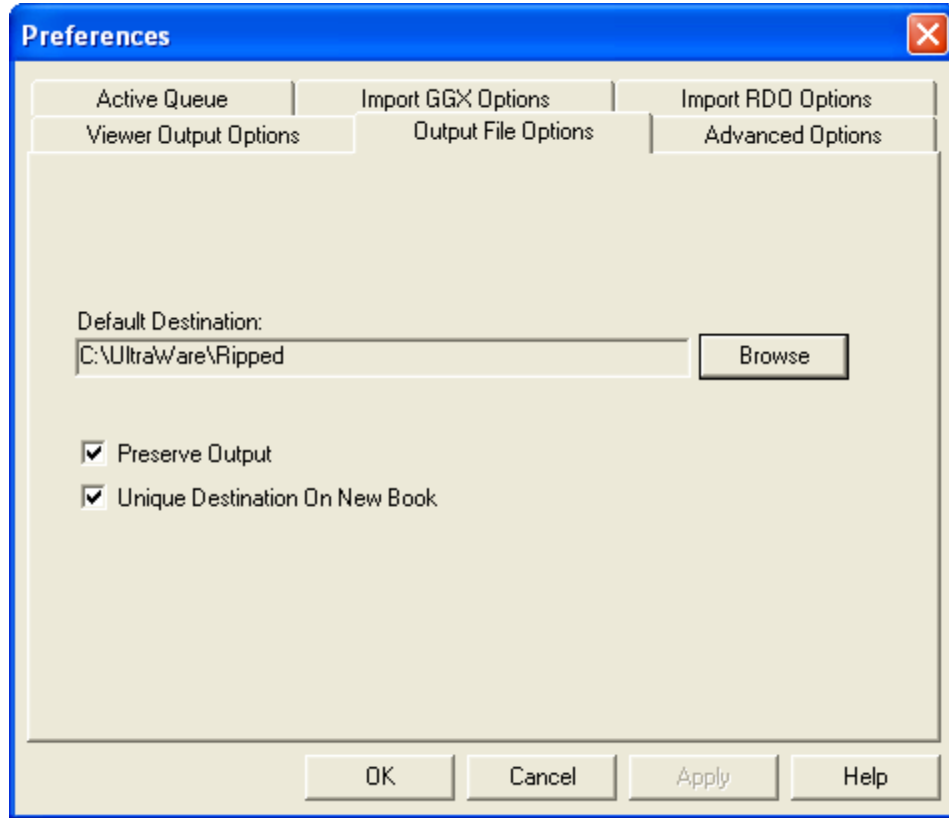
To change viewer output options

1. Click **Preferences**  on the toolbar.
2. Select the **Viewer Output Options** tab.

Category	Option	Description
Viewer	(CCITT Group 4)	Render images compatible with the CCITT Group 4 communication specification.
TIFF Options	Multiple Strips per Image	Create multiple strips per images. Some viewers need one large strip per page while others can handle multiple strips. NOTE: Leave this unchecked unless you are sure your viewer application can handle multiple strips.
	Strip Rows	Sets number of strips per image (defaults to 20).


Output File Options

Specifies the storage location and other options relating to the bitmap images produced by the rendering engine.



To change output file options

1. Click **Preferences**  on the toolbar.
2. Select the **Output File Options** tab.

Option	Description
Default Destination	Directory where image files should be written during the rendering process. The default is the temporary folder specified by the %TEMP% environment variable .
Preserve Output	Keep intermediate files. Allows images to be viewed or printed without being rendered on successive operations. NOTE: This option is required for Custom Print  .
Unique Destination on New Book	Creates a sub directory in the Default Destination for each. This forces print ready files used in more than one print job to be rendered individually, otherwise the same copy is used for viewing and output for each print job that references a given file.



TIP: To improve performance, create a separate directory for files rendered by UltraPrint and select the directory as the **Default Destination**.

To change default destination:

- Click **Browse** to locate or create the directory where rendered files should be written.

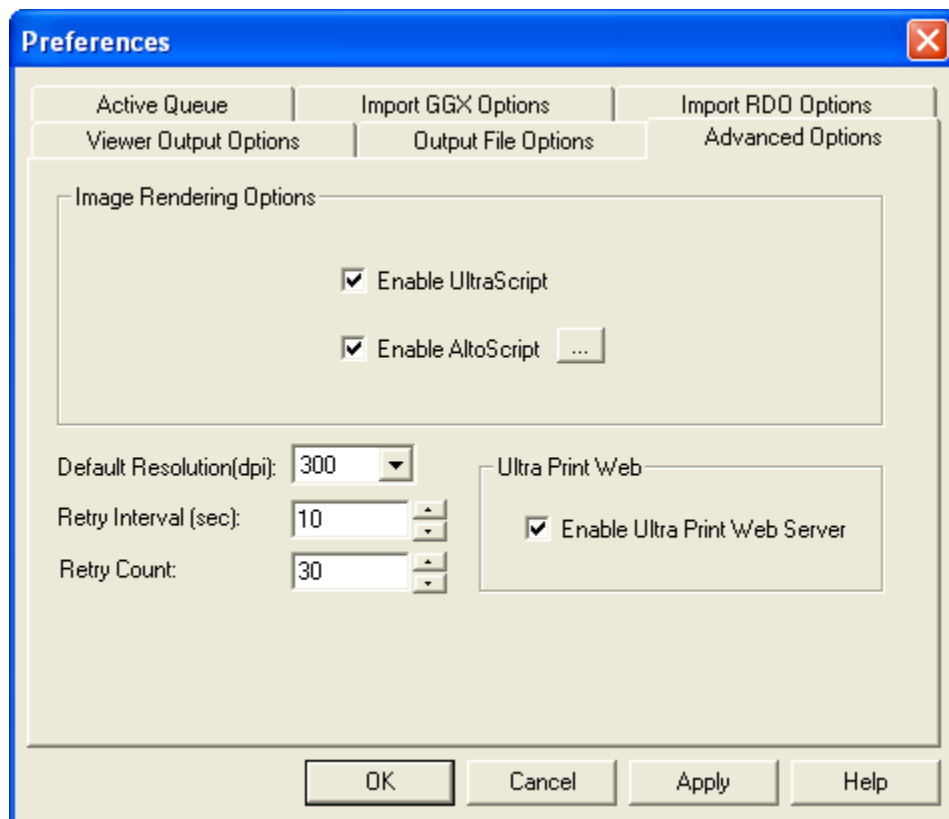


NOTE: You can override the Default Destination by manually selecting a new Destination for the selected job on the [Job Info](#) ²⁶ tab.


2.4.2 Advanced Options

UltraPrint renders print-ready Printer Control Language (PCL), PostScript (PS), and Portable Document Format (PDF) files using one of two internal Raster Imager Processor (RIP) engines. The UltraScript engine processes PCL and PostScript (when AltoScript is not enabled) files, while the [AltoScript](#) ¹⁶ engine renders PostScript and PDF files.

Select and enable available rendering engines and options.



To change advanced options


1. Click **Preferences**  on the toolbar.
2. Select the **Advanced Options** tab.

Category	Option	Description
Image Rendering Options	Enable UltraScript	Enables PCL and PostScript rendering.
	Enable AltoScript	Enables PostScript and PDF rendering.
UltraPrint Web	Enable Ultra Print Web Server	Provides web based print submission queuing. NOTE: Required when using UltraPrintWeb or Alto Imaging Transaction Server (AITS)
General	Default Resolution	Select 300dpi or 600dpi output. 300dpi results in faster rendering to the viewer and processing to the selected print device
	Retry Interval (sec)	In event communication fails, how often UltraPrint should attempt to re-establish communication with the RIP. Defaults to 10.
	Retry Count	How many times the UltraPrint should attempt to render the file before the print process fails. Defaults to 30.

AltoScript Options

Advanced AltoScript Options specifies attributes and options that affect the output of images rendered by the AltoScript engine.

To select AltoScript options

1. Click the  button next to **Enable AltoScript**.
2. Select settings for each of the following options:

Option	Description
Dither (LPI)	Sets the screen used to render halftones during the import, expressed as lines-per-inch (lpi). NOTE: Allowable ranges vary based on the selected resolution.
Use crop box	Defines page size based on the crop box dimensions embedded in a Portable Document Format (PDF) file. This is the default when a PDF file is displayed or printed using Adobe Acrobat. NOTE: UltraPrint defines page size based on media box dimensions by default.
Use CIE Color	Remaps device-dependent color values through a CIE color space. This can improve conversion of CMYK documents to RGB.

2.4.3 Active Queue Options

UltraPrint includes support for remote and cluster printing. Print jobs can be submitted using either web-based or driver-based methods. Up to four printers can be attached to an Active Queue for load-balanced output.

See [Queue-based and Cluster Printing](#)^[69] for more information.

2.4.4 Import Options

UltraPrint imports Raster Document Object (RDO) (DigiPath version 2.x or earlier), Danka CJB, and GammaGraphX (GGX) files.

See [Working with RDO Files](#)^[74] for more information.

GGX Options

To change GGX options

1. Click **Preferences**  on the toolbar.
2. Select the **GGX Options** tab.

Option	Description
Single Image Per File	Each page in the is imported as a single image TIFF file
Multi Image Per File	Pages are merged to create a single, multi-image TIFF

2.4.5 Custom Print DigiMaster 9110

UltraPrint supports a direct printing interface to output devices based on the Kodak/Heidelberg DigiMaster 9110/E125/E150 printers. Custom Print uses FTP to transfer images directly to the marking engine, and LPR to send printing instructions to the printing subsystem control system (SCS). Since UltraPrint sends raw TIFF images to the print engine, no processing by the RIP is necessary, and printing throughput is maximized.

The interface makes it easy to set up even the most complex print jobs. Point-and-click selections for paper substitutions, sub-set finishing, and advanced options like cover mode, separator sheets, non-printing inserts, and page selections shortcuts make Custom Print a powerful front end to the DigiMaster Production Printing System.

[Job templates](#)^[56] are saved and available for subsequent printing simplifying reprinting.

Setup and Configuration

Before you begin, make sure you have:

- The IP address for the Kodak/Heidelberg DigiMaster 9110/E125/E150 printer
- The superuser login and password for the printer
- An active network connection to the printer

If you have not previously installed... UltraPrint or Image Arranger and configured Custom Print DigiMaster for the 9110, complete this step to initialize the Custom Print settings and create a [Default Printer](#)²¹:

1. Click **Start**, point to **All Programs**.
2. From the **Accessories** folder, select **Windows Explorer**.
3. Browse to open the following folder:

```
C:\Program Files\Alto Imaging Common\Templates\9110
```

4. Right-click the file:

```
Default-CP.reg
```

5. On the context menu click **Merge**.
6. Click **OK** to confirm.



WARNING: Repeating this step after configuring Custom Print will re-initialize all Custom Print settings.

Modifying Printer Settings

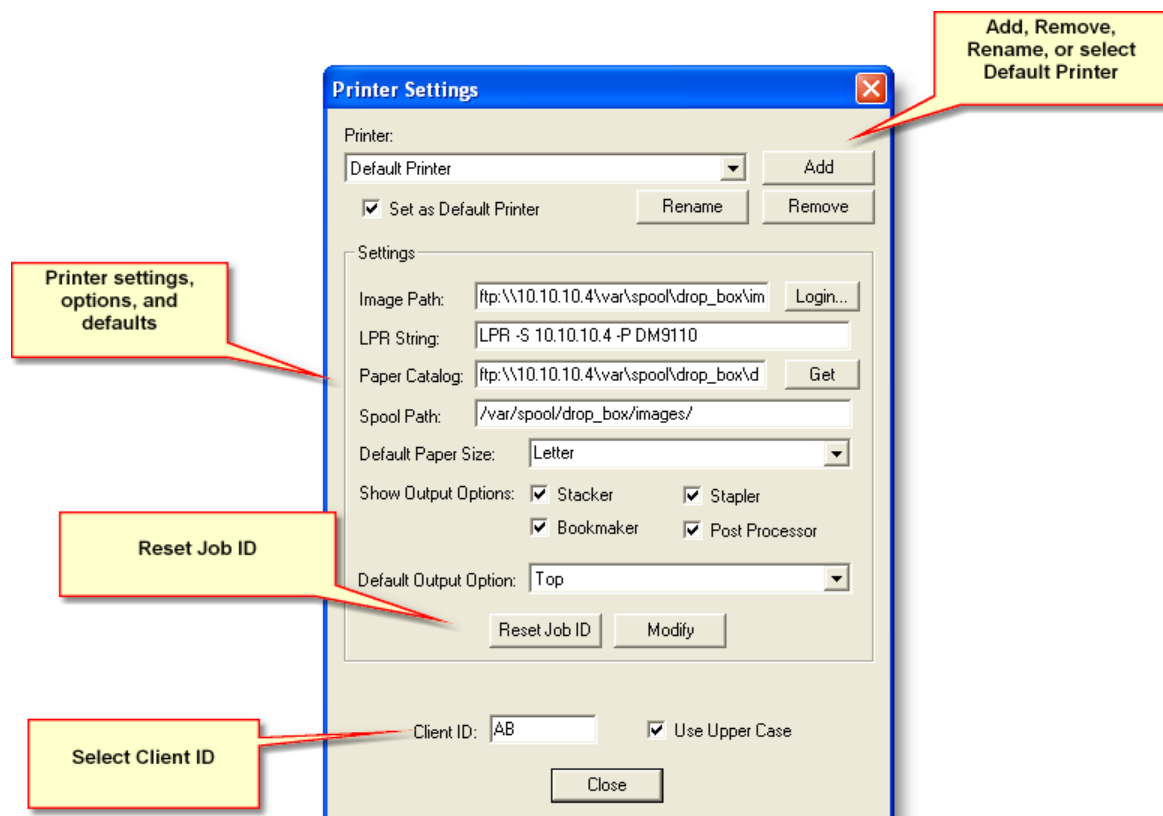
To modify printer settings

1. Select a print job.



NOTE: The print job must contain at least one print-ready file.

2. On the **File** menu, point to **Custom Print**, and then click **Digimaster 9110 Custom Print**.
3. Under **Print Settings**, click **More**.



Configuring a Printer

To configure a printer

- Follow the steps to [modify printer settings](#) ¹⁸.
- Type the following information in each field under **Settings**.

Field Name	Value
Image Path	ftp:\\<ip_addr>\\var\\spool\\drop_box\\images\\
LPR String	LPR -S <ip_addr> -P DM9110
Paper Catalog	ftp:\\<ip_addr>\\var\\spool\\drop_box\\def_media_catalog.mc
Spool Path	/var/spool/drop_box/images/



IMPORTANT: Replace <ip_addr> with the IP address or host name assigned to the printer.

- Click **Login**, type the **User ID** and **Password** for the superuser account, re-enter to **Confirm Password**, and then click **OK**.



NOTE: **User ID** and **Password** are automatically filled with the manufacturer default superuser account information.

4. Click **Get** and confirm the **User ID** and **Password** for the superuser account, and then click **OK** to synchronize the Paper Catalog.
5. Select a **Default Paper Size**.
6. From the **Show Output Options** area, select check boxes for each installed finishing device, and then select the **Default Output Option**.
7. *If the printer is using system software v2.17 or later*, select **Use Upper Case**.



NOTE: Use Upper Case writes files to the marking engine using uppercase letters. System software later than v2.17 requires this convention.

8. Click **Modify**, and then **Close** the **Printer Settings**.

See Also: [Selecting Job and Client ID](#)²⁰, [Modifying the Paper Catalog](#)²⁰.

Selecting Job and Client ID

Custom Print sends files to the print device using an alphanumeric naming convention, or Job ID, where the first four digits represent the job number, and the last four digits represent the physical page number. Job ID numbers increment by one each time a job is printed using Custom Print. The Job ID number can be reset at any time.

When using Custom Print from multiple workstations, adding a unique Client ID for each workstation eliminates the possibility that a job sent from one workstation, could overwrite pages in print jobs sent from another where Job ID numbers coincide. A Client ID consists of two alphanumeric characters, this identifier replaces the first two digits in the filename for each page in a print job.

To reset the Job ID

1. Follow the steps to [modify printer settings](#)¹⁸.
2. Click **Reset Job ID**.
3. Click **Modify**, and then **Close** the **Printer Settings**.

To set a Client ID

1. Follow the steps to [modify printer settings](#)¹⁸.
2. Type a two character alphanumeric sequence in the **Client ID** field.



IMPORTANT: Although a **Client ID** can contain numeric characters, this should be avoided since using a numeric sequence could cause a naming conflict with other jobs.

3. Click **Modify**, and then **Close** the **Printer Settings**.

Modifying the Paper Catalog

Custom Print keeps a copy of the printer's paper catalog to use for selecting page-level paper substitutions. The catalog must be synchronized when a printer is first configured, or

when changes are made to the printer's paper catalog.



IMPORTANT: Paper catalog names are case sensitive. If printing to multiple printers define the same paper catalog at each printer to make job templates portable and prevent printing errors.

To synchronize the paper catalog

1. Follow the steps to [modify printer settings](#) ¹⁸.
2. Click **Get** and confirm the **User ID** and **Password**.
3. Click **OK** to synchronize the **Paper Catalog**.
4. Click **Modify**, and then click **Close**.

Adding Additional Printers

UltraPrint supports an unlimited amount of printers.

To add a printer

1. Follow the steps to [modify printer settings](#) ¹⁸.
2. Click **Add**.
3. Type a **Printer Name**.
4. [Configure the printer](#) ¹⁹.
5. Click **Modify**, and then **Close** the **Printer Settings**.

Selecting a Default Printer

To set a default printer

1. Follow the steps to [modify printer settings](#) ¹⁸.
2. Select a printer from the list.
3. Select the **Set Default Printer** check box.
4. Click **Modify**, and then **Close** the **Printer Settings**.


Renaming a Printer

To rename a printer

1. Follow the steps to [modify printer settings](#) ¹⁸.
2. Select a printer from the list.
3. Click **Rename**.
4. Type the new **Printer Name**.
5. **Close** the **Printer Settings**.

Removing a Printer

To remove a printer

1. Follow the steps to [modify printer settings](#)  18.
2. Select a printer from the list.
3. Click **Remove**.
4. **Close** the **Printer Settings**.

Working with UltraPrint

3 Working with UltraPrint

3.1 UltraPrint Workspace (overview)



UltraPrint is designed to be easy to use, with a simple workspace divided into two main sections.

Job List


The job list appears as a tree like structure on the left side of the workspace. The job list contains two subtrees represented by top-level folders.

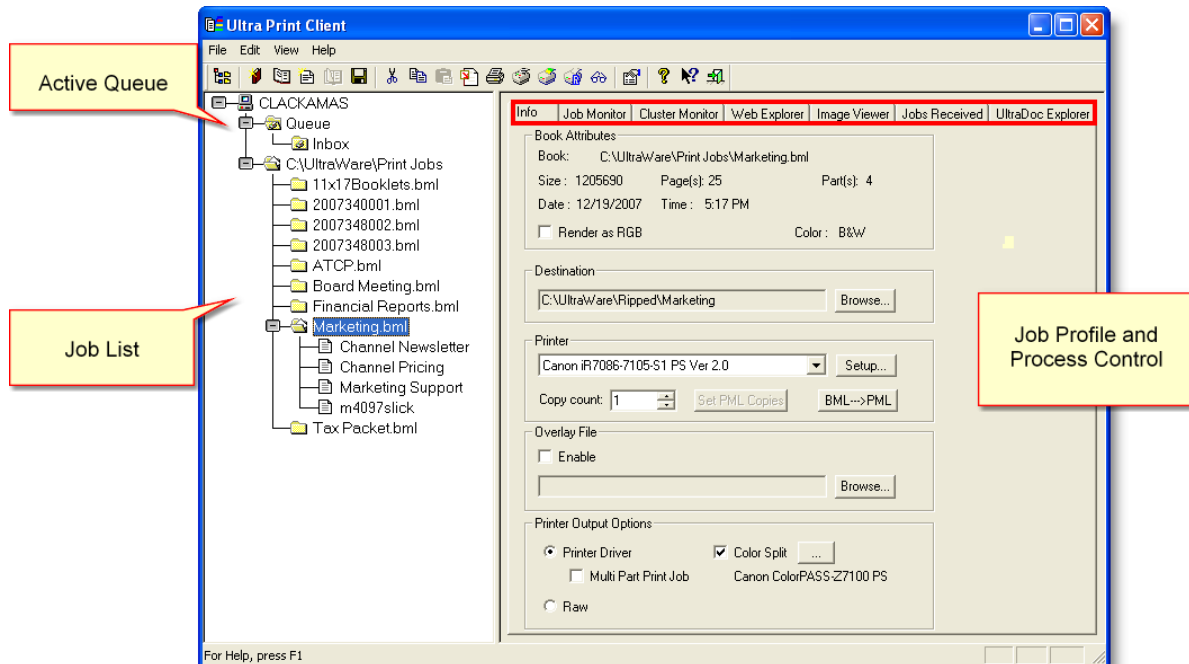
The first and topmost subtree is the [Active Queue](#)⁶⁹. This tree appears as a folder titled 'Queue' with a subfolder you name when you create the queue; each queue-based print job appears chronologically under this subfolder.

The second subtree appears directly under the queue, and represents the path to the location where your print jobs are stored. Each print job is represented by a subfolder containing one or more print ready files.

Any folder can be expanded to show it's content, or collapsed to save space, by clicking the  or  icon to the left of the folder name, or by simply double-clicking the folder.

To change the print job folder path

1. Click **Browse**  on the toolbar.
2. Select the drive, folder, or other location where you wish to save print jobs, and the click **OK**.



Job Profile and Process Control

The right side of the workspace consists of a series of tabs that each provide a specific set of information or control. A description of each tab follows.

3.1.1 Job Info

Job Info lists attributes about a selected file or print job. Selections including the location of temporary files created during printing, the target output device, page setup, and overlays for background or watermarks are defined here.

The screenshot shows the 'Job Info' tab selected in a software interface. The tab contains the following sections and controls:

- Book Attributes:**
 - Book: C:\UltraWare\Print Jobs\ATCP.bml
 - Size: 1407312 Page(s): 37 Part(s): 3
 - Date: 12/18/2007 Time: 2:13 PM
 - ☐ Render as RGB Color: B&W
- Destination:**
 - C:\UltraWare\Ripped\ATCP
 - Browse...
- Printer:**
 - Canon iR7086-7105-S1 PS Ver 2.0 (dropdown menu)
 - Setup...
 - Copy count: 1 (spinner)
 - Set PML Copies
 - BML-->PML
- Overlay File:**
 - ☐ Enable
 - Browse...
- Printer Output Options:**
 - ☒ Printer Driver ☐ Color Split ...
 - ☐ Multi Part Print Job
 - ☐ Raw

Book Attributes

Lists information about the selected object, including size, pages, number of parts (print job), date and time created (print job) or added (file), and whether the selected file is black & white or full color.

Destination

Specifies the directory where bitmap images produced by the rendering engine are created.



NOTE: Destination is initially set to the location specified by the Default Destination selected in [Output File Options](#)¹⁴.

Printer

Specifies the output device, copy count, and provides access to page setup and printer properties.

Overlay

Enables and specifies image to be used as a background or watermark on each page.

Printer Output Options

Selects how a print stream is submitted to an output device. Enables color split.

Refreshing Job Attributes

To refresh job attributes

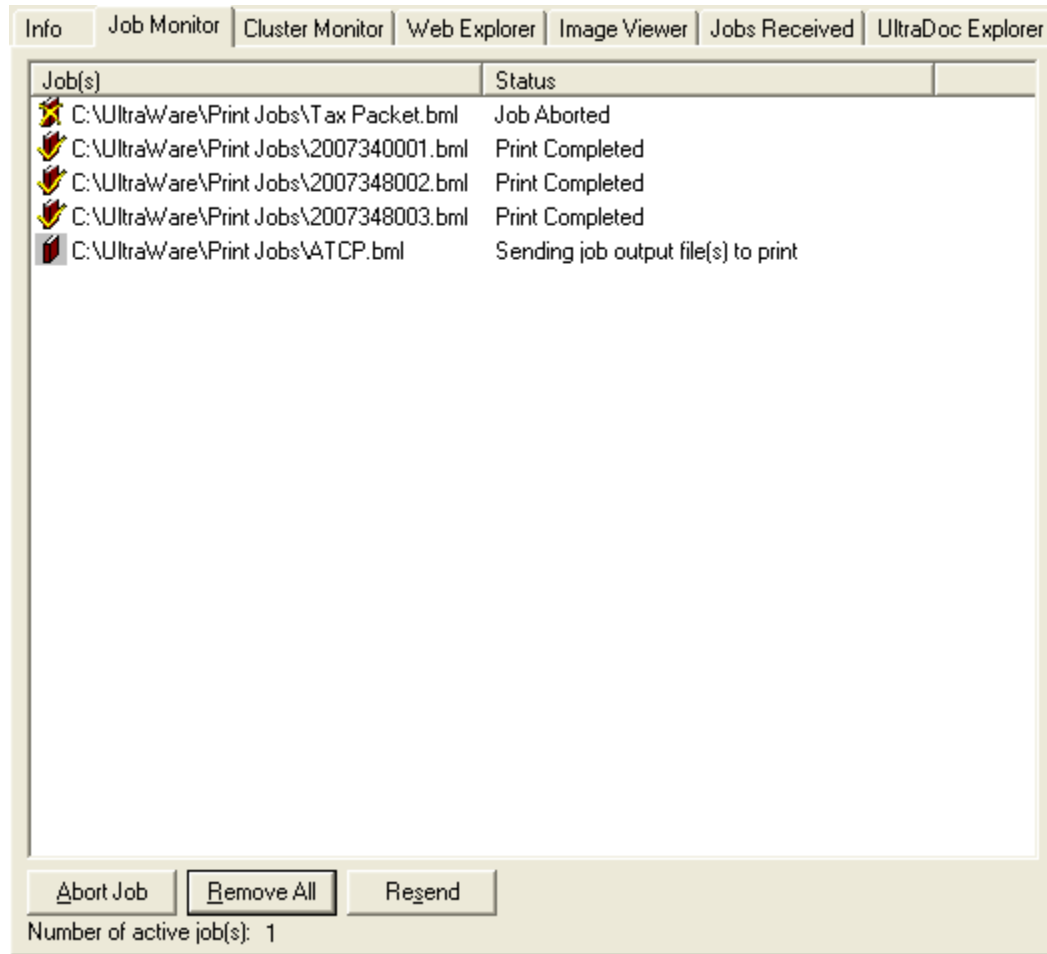
- Right-click a print job or file, and select **Refresh** from the context menu.



NOTE: Some formats like PostScript (PS) or Portable Document Format (PDF) may not refresh until they have been printed or opened by Custom Print.

3.1.2 Job Monitor

Job Monitor show jobs that have been submitted to an output device or viewed using the external viewer.



To resubmit a print job

1. Select the desired print job from the [Job Monitor](#) ²⁸.
2. Click **Resend**.

Jobs spooling in the Job Monitor may be canceled prior to complete submission to the selected output device.

To cancel a print job

1. Select the desired print job from the [Job Monitor](#) ²⁸.
2. Click **Abort**.

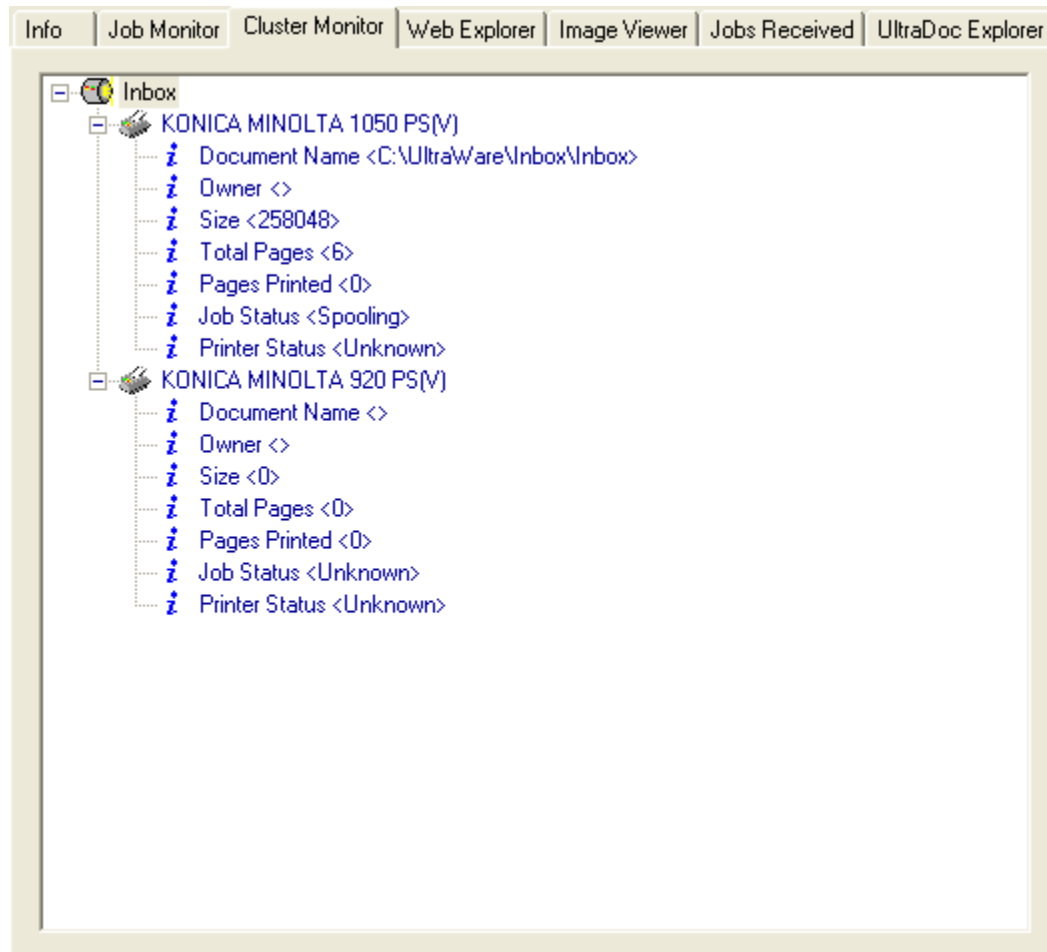
To remove all jobs from the job monitor

- From the [Job Monitor](#) ²⁸ tab, click **Remove All**.

See Also: [Working with Files](#) ⁴¹

3.1.3 Cluster Monitor

Cluster Monitor shows the status of printers assigned as a cluster and attached to a queue for cluster printing.



See Also: [Queue-based and Cluster Printing](#) ⁶⁹

3.1.4 Web Explorer

Web Explorer is a light-weight web browser used to view job tickets created by Alto Internet Transaction Server (AITS) for web-based print conversion and submission.

Info | Job Monitor | Cluster Monitor | Web Explorer | Image Viewer | Jobs Received | UltraDoc Explorer

Address: C:\Program Files\Alto Imaging UltraPrint Server\Forms\UPw\Generic_1.0.1.25.HTML Go Stop

Ultra Print Web Job Form v1.0.1.25

JOB INFORMATION		
JOB OWNER: Administrator		JOB REFERENCE: 2007348002
JOB DESCRIPTION: Bibliography	DEPARTMENT: Allen Creek	DATE: 12/14/2007 8:37:08 AM
PHONE/EXT #: 	DEPARTMENT NO.: 4321	DUE DATE: 12/14/2007 8:37:08 AM
PURCHASE_Order_NO #: 	CHARGE NO.: 37864	JOB TYPE: Black/White

PRINT SETTINGS	
IMPOSITION 1	MEDIA TYPE <input checked="" type="checkbox"/> Letter 1
NUMBER OF COPIES 35	
TOTAL NUMBER OF PAGES 	

3.1.6 Jobs Received

Jobs Received lists and prints job tickets created by Alto Internet Transaction Server (AITS). Job tickets can be printed from this tab to a specific printer.



To select printer properties and settings

1. Click Page Setup.
2. Select or type Paper, Headers and Footers, Orientation, and Margins.
3. Click Printer to select or change printer properties.

To print current job tickets

- Check the Print Jobs check box.

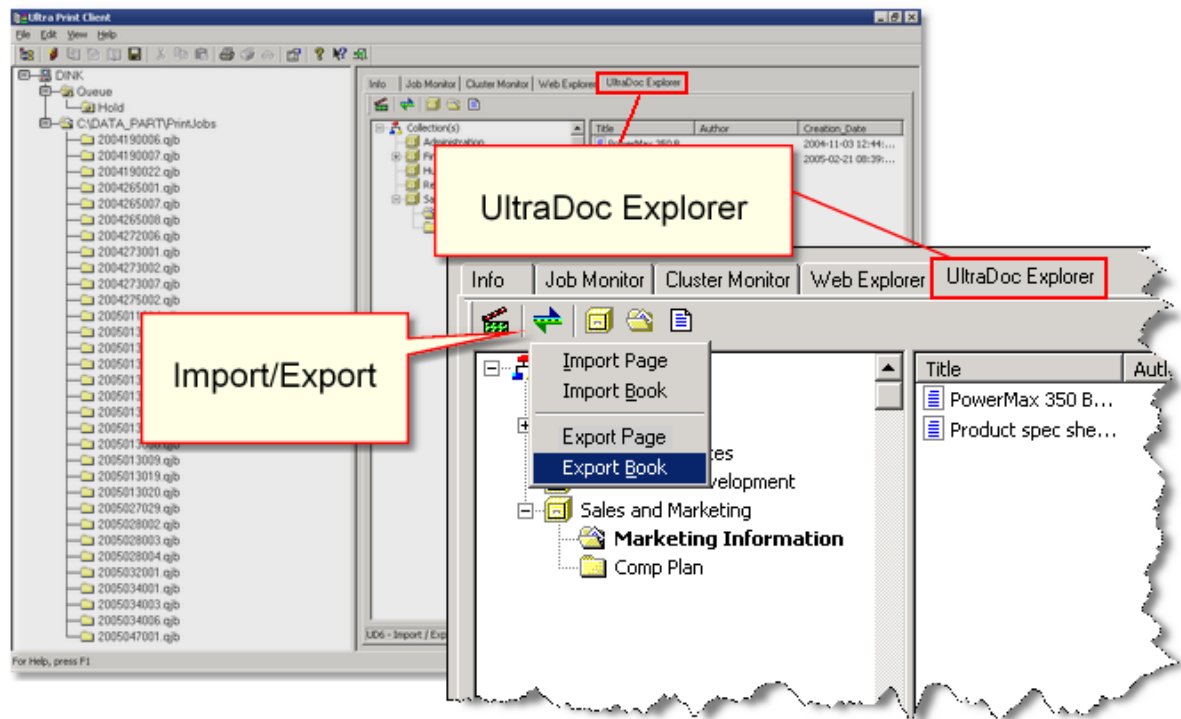
3.1.7 UltraDoc Explorer

The UltraDoc Explorer tab provides access to an UltraDoc database. You can copy individual files or complete print jobs between UltraPrint and the database. When a print job is copied to the database, the associated job template is automatically stored in the database so it can be reused when a print job is returned to the UltraPrint job list.



NOTE: UltraDoc 'documents' are copied to UltraPrint as files into the currently selected print job, and UltraDoc 'bundles' are copied as complete print jobs.

UltraPrint implements the UltraDoc Explorer interface in its entirety. For more information see the *UltraDoc User Guide*.



To copy a document from the database

1. Select a print job from the Job List, and then click the **UltraDoc Explorer** tab.
2. Search for the documents you want add to the print job.
3. Select the documents from the search results in the Document List
4. Click **Import/Export**, and then select **Export Page**.

To copy a print job from the database

1. Select the **UltraDoc Explorer** tab.
2. Search for the bundles you want to add to the Job List.

3. Select the bundle from the search results in the Document List
4. Click **Import/Export**, and then select **Export Book**.

To add a document to the database

1. Select a file from in the Job List, and then click the **UltraDoc Explorer** tab.
2. Click **Import/Export**, and the select **Import Page**.
3. Select a document table from the **Document Types** list.
4. Optionally select **Add this document to the selected bundle(s)**.
5. Click **OK** to add the document.

To add a print job to the database

1. Select a book from the Job List, and then click the **UltraDoc Explorer** tab.
2. Click **Import/Export**, and the select **Import Book**.
3. Select a bundle table from the **Bundle Types** list.
4. Optionally select **Add this bundle to the selected collection(s)**.
5. Click **OK** to add the bundle.

3.2 Creating a Print Job


A print job is simply a container that holds links pointing to original source files. Print jobs can include one or more files of any [supported file type](#)³⁴. Since a print job contains links and not actual files, source documents can be shared among multiple print jobs. Changes to a source document are reflected in each print job that links to a specific file.



NOTE: When [Unique Destination On New Book](#)¹⁴ is set, TIFF image files are shared between books; other files linked to multiple print jobs are rendered individually for each print job.

The final component in each print job is a [job template](#)⁵⁶ describing how an individual job should be printed, and to which output device the print job should be sent. This Extensible Markup Language (XML) based template is saved as part of each print job. The template is created automatically during job setup and printing.

To create a print job


1. Click **New Book**  on the toolbar.
2. From the **Look in** list, click the drive, folder, or other location where you want to create the print job.
3. Type a **File name** for the print job, and then click **Open**.

3.2.1 Adding Files

Any number of files including a mixed combination of [supported file formats](#)³⁵ can be

included in a print job.

To add files to a print job



1. Click **Add Page**  on the toolbar.
2. From the **Look in** list, click the drive, folder, or other location that contains the file you want to add.
3. Select the file(s), and then click **Open**.



TIP: Add multiple files at once by pressing CTRL or SHIFT while using the mouse to select files.

See also: [Importing Files](#) 

Supported File Formats

- Tagged Image File Format (TIFF). A common format for exchanging raster (bitmapped) images, TIFF images are native to UltraPrint and are minimally processed before sending to the selected output device.
- Portable Document Format (PDF). A file type created by Adobe for distribution of documents such that their formatting and design would be preserved and look the same on any system. PDF files are interpreted using AltoScript and converted to a raster image before sending to the selected output device.
- PostScript (PS) and Encapsulated PostScript (EPS). PostScript is a page-description language (PDL) developed by Adobe Systems for printing with laser printers. Encapsulated PostScript files are based on the PostScript language, and can contain both vector and bitmap graphics. EPS is supported by most illustration and page-layout programs. Both formats can be interpreted using either UltraScript or AltoScript and are converted to a raster image before sending to the selected output device.
- Printer Command Language (PCL). A page-description language (PDL) developed by Hewlett-Packard for early ink-jet printers, PCL is used in many of today's thermal and laser printers. PCL files are interpreted using UltraScript and converted to a raster image before sending to the selected output device.
- Page Meta Language (PML). [Job Templates](#)  created using Image Arranger. PML files contain information describing page characteristics like whether the page may be a tab, marked for 3-hole punching, or marked as a color page. These descriptions may be used by [Custom Print](#)  to automate, or visually select paper substitutions and other output specific settings.

See Also: [Advanced Options](#) , [AltoScript Options](#) 

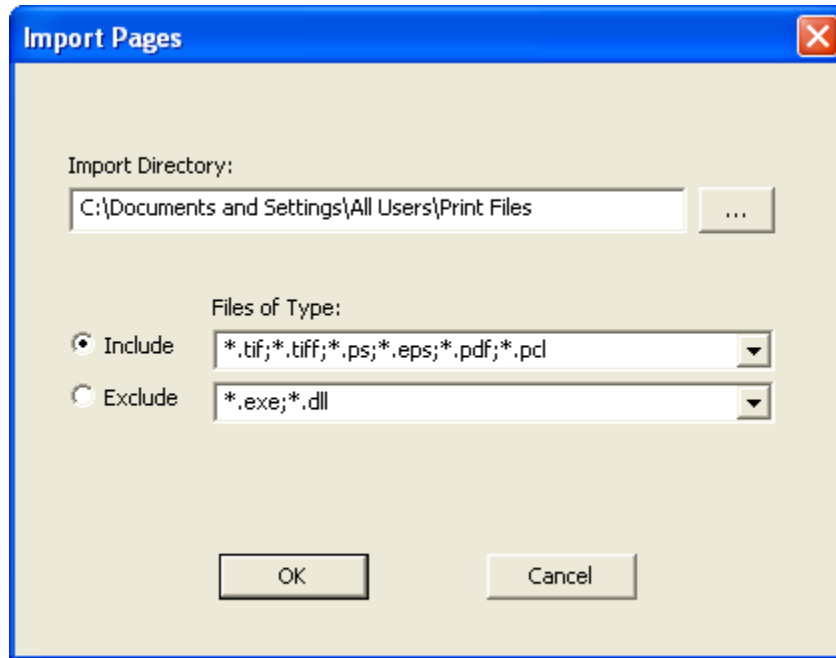
3.3 Saving a Print Job

To save a print job


- Click **Save**  on the toolbar.

3.4 Importing Files

You can import multiple files to a print job from a directory in a single process. This is handy for adding files from directories containing large numbers of files. Importing lets you define both include and exclude patterns using standard file name wild cards.



To import files

1. Select a print job.
2. On the **Edit** menu, click **Import Pages**.
—or—
Right-click a print job and select **Import Pages**.
3. Click the  button to select the drive, folder, or other location that contains the files you want to add.
4. Select or type **Include** or **Exclude** patterns to match specific files based on name, extension, or a combination of the two.



NOTE: Files appear in the print job sorted ascending based on file name.

See Also: [Adding Files](#) ³⁴, [Supported File Formats](#) ³⁵

3.5 Removing Files

To remove files

1. Select the page(s) you want to remove
2. On the **Edit** menu, click **Remove Page**.

–or–

Right-click a print job and select **Remove Page**.



NOTE: When you remove a page from a book the original file is not deleted.

3.6 Deleting Print Jobs

To delete a print job

1. Select the print job you want to delete.

–or–

Right-click a print job and select **Delete Book**.

2. From the **Edit** menu, click **Delete Book**.
3. Press **Yes** to confirm.

3.7 Organizing Print Jobs

Each print job or book that appears in the Job List is simply a list of links to the source files. Each file link or page appears as a small icon beneath the print job. Reorder files within a print job by dragging them to a new location; the file is inserted immediately after the selected position.

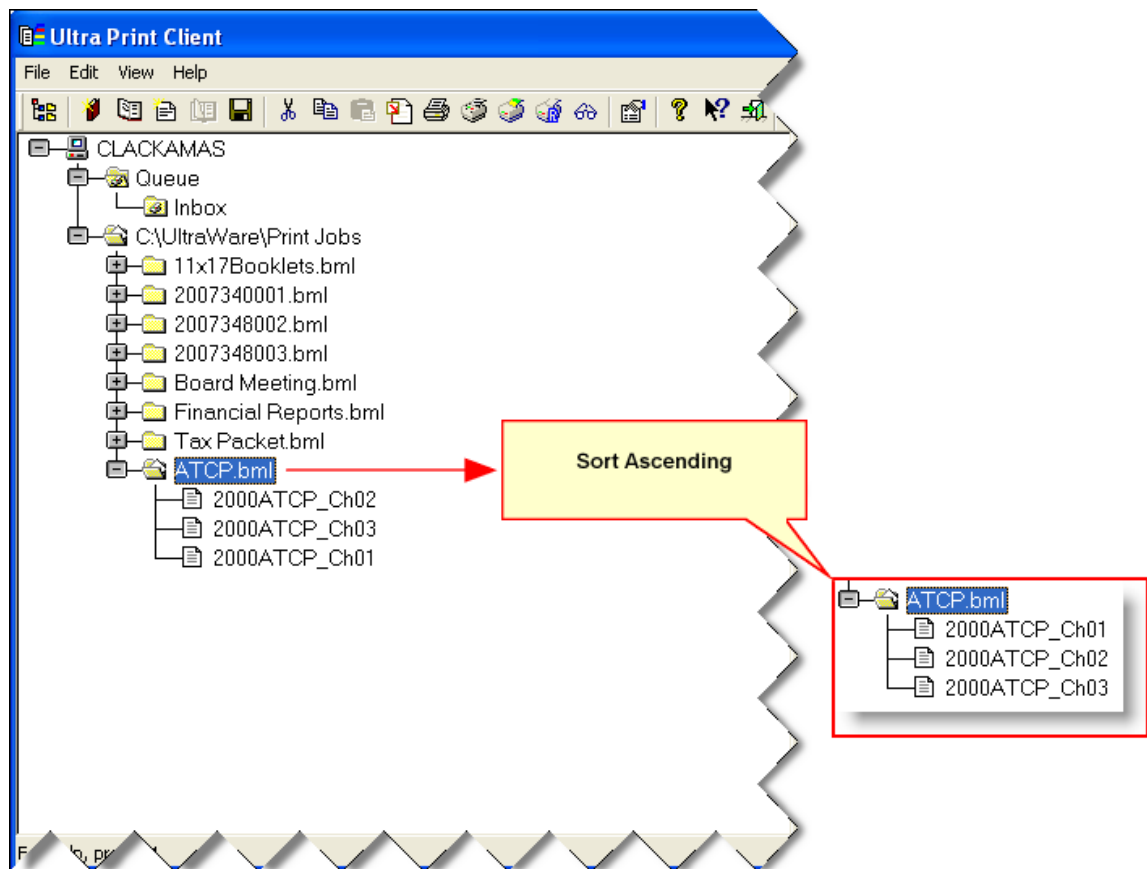
Print jobs can be renamed, deleted, or temporarily hidden from view.

3.7.1 Sorting Files

New files are initially added to the end of a print job and can be reordered by selecting a file and dragging it to a new position. When source files are titled with consecutive alphanumeric file names, you can sort the files in a print job based on that name.



NOTE: Files print in the order they appear in a print job.



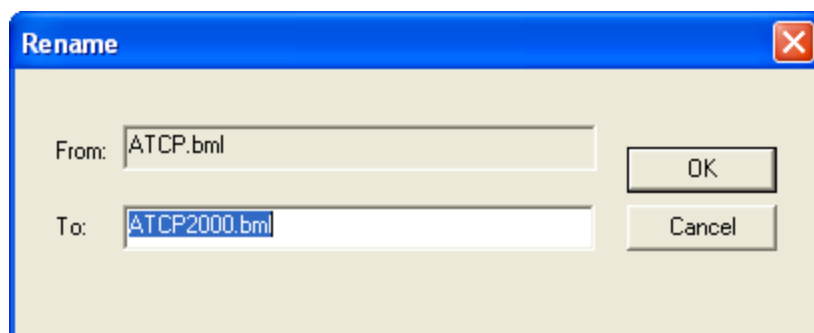
To sort files

1. Select the print job you want to sort.
2. From the **Edit** menu, click **Sort Page Ascending** or **Sort Page Descending**.

—or—

Right-click a print job and select **Sort Page Ascending** or **Sort Page Descending**.

3.7.2 Renaming Print Jobs



To rename a print job

1. Select the print job you want to rename.
2. From the **Edit** menu, click **Rename Book**.
3. Type the new name, and then click **OK**.



IMPORTANT: The new name must include the extension 'bml'.

3.7.3 Copying or Moving Files Between Print Jobs

Using the mouse, you can easily copy or move pages between print jobs.

To copy or move pages between print jobs

1. Select the files you want to copy or move.
2. Do one of the following:
 - o To **copy** selected files to another print job, hold down the **CTRL** key while using the mouse to drag selected pages to the new location.
 - o To **move** selected files to the other document (and remove them from the original print job), use the mouse to drag selected files to the new location.





NOTE: When [Unique Destination On New Book](#)¹⁴ is set, TIFF image files that are copied between print jobs are shared by those print jobs. Other files linked to multiple print jobs are rendered individually for each print job.

See Also: [Cut, Copy or Paste Files](#)³⁹


3.7.4 Cutting, Copying, or Pasting Files

Cut or copy selected files from a print job.

To cut or copy selected files

To	Do this...
Copy the selected file to the clipboard	Click Copy  on the toolbar, or on the Edit menu, click Copy .
Cut the selected file and save a copy to the clipboard	Click Cut  on the toolbar, or on the Edit menu, click Copy .
Delete the selected file	Press the Delete key, or on the Edit menu, click Delete .

To paste a file

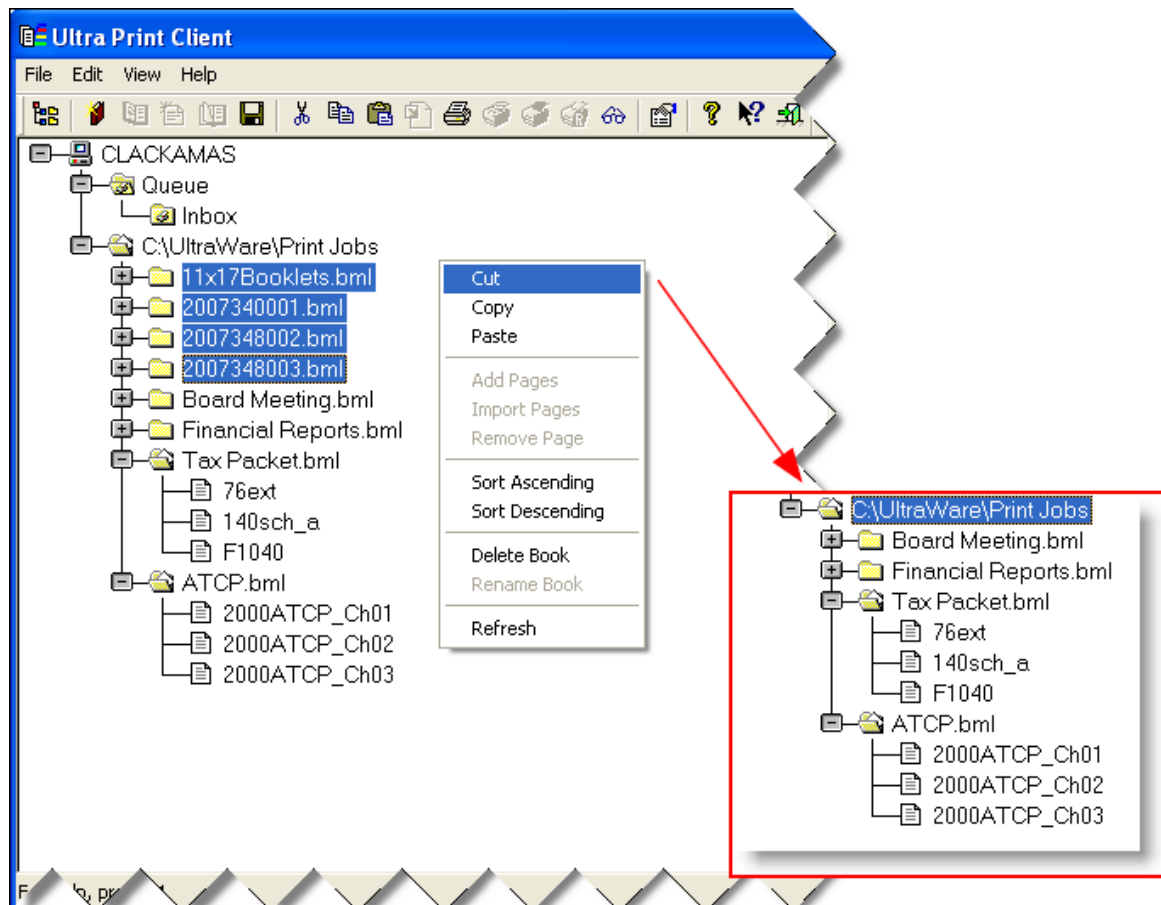
1. Select a position within a print job.
2. Click **Paste**  on the toolbar
- or –
- On the **Edit** menu, click **Paste**.



NOTE: The file is pasted into the print job immediately after the selected position.


3.7.5 Hiding Print Jobs From View

The [print job tree](#) ²⁵ lists all jobs that exist in the current directory. This list can grow quite large making it difficult to locate an individual print job. You can 'cut' print jobs from the list temporarily hiding them from the list.



To hide print jobs in the list

1. Select print jobs from the tree list.

2. Select **Cut**  from the toolbar.

Restoring the print job list makes all print jobs in the current directory visible

To restore print jobs to the list

1. Right-click the current directory from the top of the tree list.
2. Select **Refresh**.




TIP: Restoring the job tree automatically sorts all print jobs by name in ascending order.


3.8 Viewing and Editing Files

You can view files using either UltraPrint's built-in viewer or the external application associated with the file format of the selected file. The built-in viewer does not provide any editing capability, however, most files can be edited using the external application associated with the file format.


To view a file using the internal viewer

1. Select a file.
2. Select the [Image Viewer](#) .

To edit a file

1. Select a file.
2. Select **View**  from the toolbar.

To view or edit a print job

1. Select a print job.
2. Select **View**  from the toolbar.




TIP: Selecting a print job or selecting multiple files will cause each file to be open as an individual document in the external viewer or editor associated with the file format.

See Also: [Image Viewer](#) .

3.9 Job Setup and Printing

3.9.1 Page Setup

Page Setup allows you define attributes that are applied to your print job when output. These attributes include page size and orientation, scaling, headers, footers, numbering, layout, and other options. Page setup attributes are automatically saved each time you [save a print job](#) , and restored when the document is reopened.

Paper Size, Orientation, and Margins

Select orientation and paper size for printing from a list of standard sizes. Selecting a paper orientation or size overrides the actual properties of the pages being printed.

Each page is printed inside an area defined by page margins. Margins define the amount of space between the edge of the page and the page's content. You can enter measurements for each of the four margins and specify whether content outside those boundaries is truncated, or [scaled to fit](#)⁴⁵ within.



NOTE: If the currently selected printer defines a non-printable area, those measurements are used as a minimum margin when printing regardless of measurements you define.



To select paper size, orientation, and margins

1. In the **Printer** area on the [Job Info](#)²⁶ tab, click **Setup**.
2. Select **Paper Size** and **Orientation**.
3. Type the desired **Margins**.




NOTE: If [Fit to Page](#)⁴⁵ is not selected, only that portion of the original page that fits within the margins will print.

Background Images and Watermarks

You can add a background image to all the pages in a print job. By using a light gray or screened image a watermark can be created. The image is applied as a transparent overlay at output.

To add a background image

1. In the **Overlay File** area on the [Job Info](#)  tab, click **Browse**.
2. Browse to the image file you wish to use, and then click **Open**.

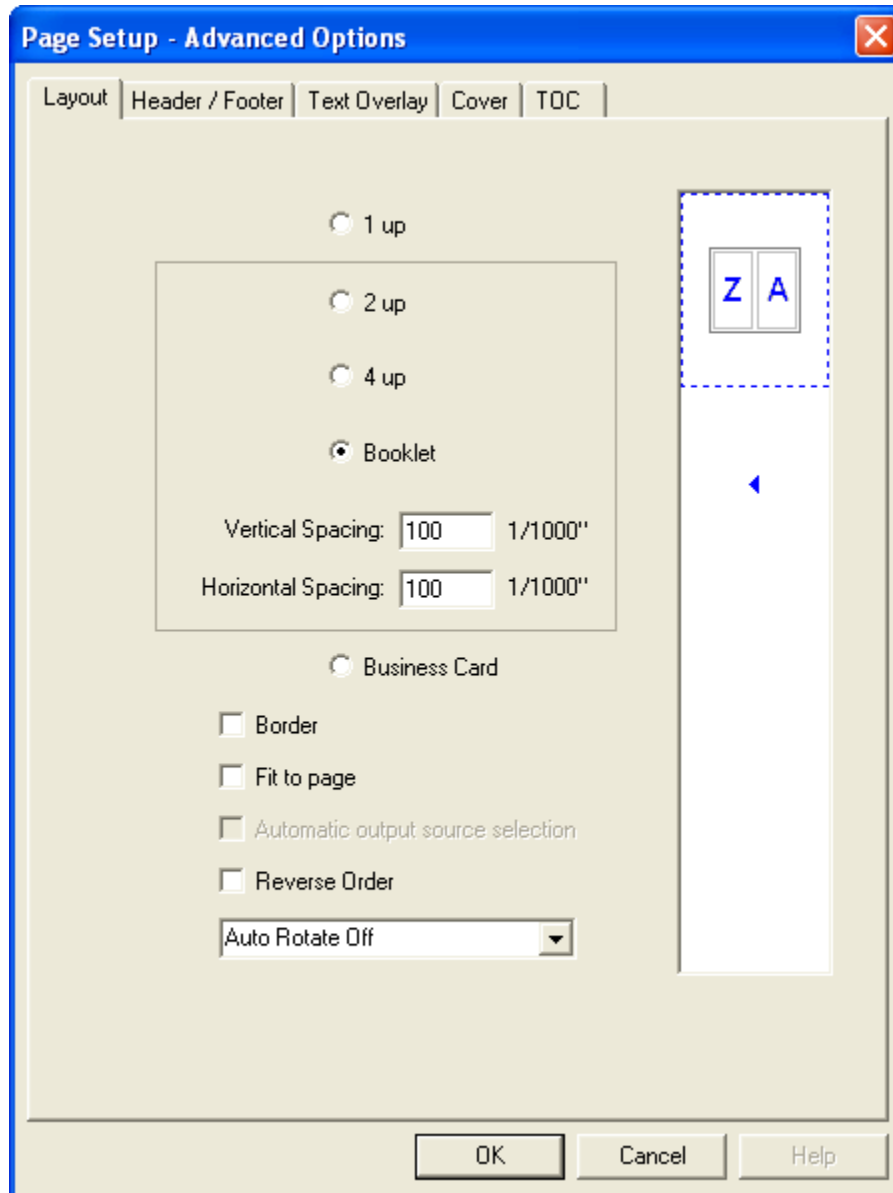


NOTE: The Background Image File must be TIFF image and the same physical dimensions as the intended output.

Advanced Page Setup Options

Page Layout and Impositioning

Page Layout lets you select the layout for the entire document. Specialize layouts are available including 4-page and 8-page signature booklets, n-up configurations, and business cards.



To select a page layout

1. In the **Printer** area on the [Job Info](#) ²⁶ tab, click **Setup**.
2. Select the Layout tab, and do one of the following:

To	Do this...
Print 1 image per page (default)	<ul style="list-style-type: none"> • Select 1 up
Print 2 images per page	<ul style="list-style-type: none"> • Click 2 up • Choose a layout pattern
Print 4 images per page	<ul style="list-style-type: none"> • Click 4 up • Choose a layout pattern
Print Signature Booklets	<ul style="list-style-type: none"> • Click Booklet • Choose a layout pattern • Select Reverse Layout if original document is in reverse order
Print Business Cards	<ul style="list-style-type: none"> • Click Business Card • Choose a layout pattern

3. Type the amount of **Vertical** and **Horizontal Spacing** (gutters) to be added between images.

4. Select **Border** to draw a thin line between each image.

Automatically Detect Paper Size

With automatic page size detection, both actual page size and orientation are sent to the output device during printing. This allows printing mixed page size or orientation, and automatic recognition of special pages such as tabs when printing to devices that support such output.

To select automatic orientation and page size

1. In the **Printer** area on the [Job Info](#)^[26] tab, click **Setup**.
2. Select the **Layout** tab, and click **Automatic output source selection**.



NOTE: When **Automatic output source selection** is selected, [Paper Size and Orientation](#)^[42] settings are ignored.

Scale a Document to Fit On Different Page Sizes

UltraPrint lets you scale a document for printing to a paper size other than the original document's page size. This is especially useful when printing to certain [page layouts](#)^[44] where the page may need to be scaled prior to printing. For example, printing letter size originals using a [booklet layout](#)^[44], output to Letter size pages in a [landscape orientation](#)^[42].



When you scale a document for printing, the changes only occur when the print job is actually output.

To scale to fit page

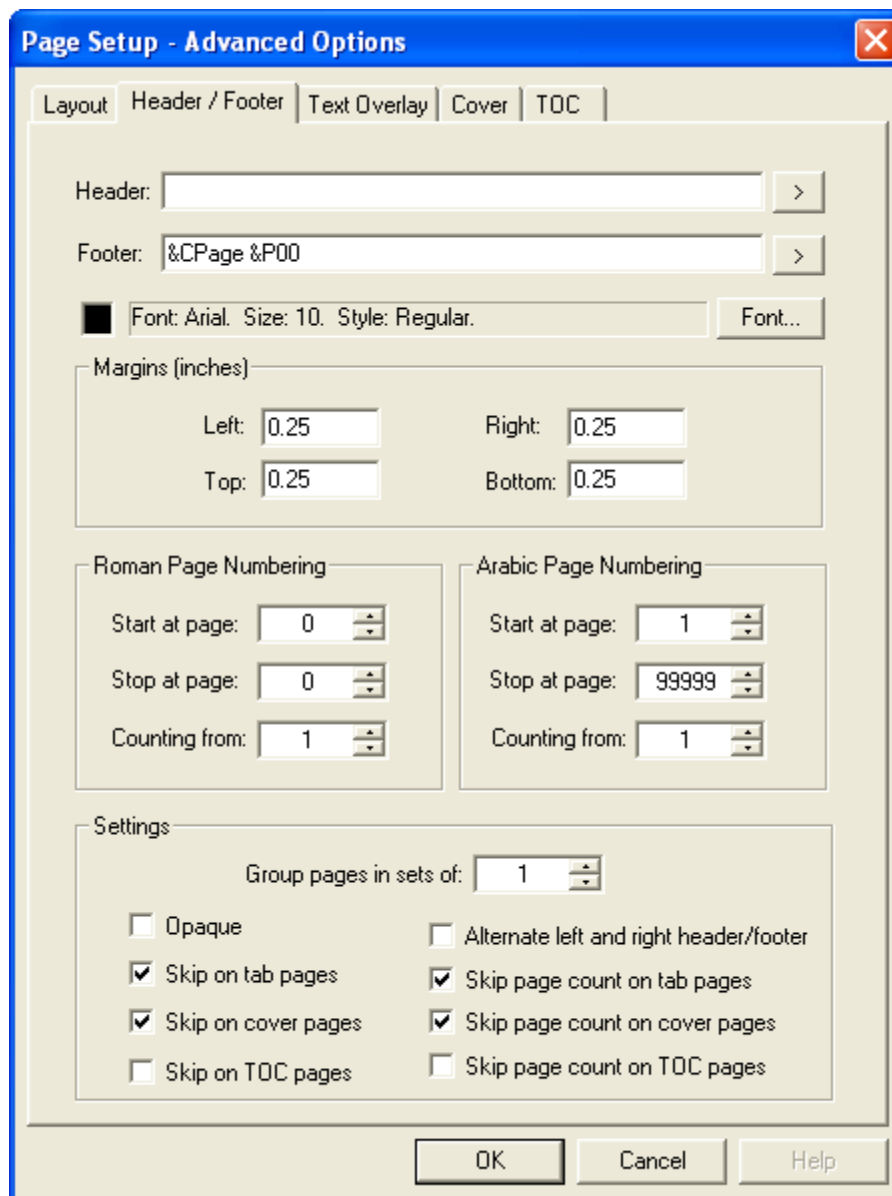
1. In the **Printer** area on the [Job Info](#)^[26] tab, click **Setup**.

2. Select the **Layout** tab, and click **Fit to page**.



Headers and Footers

Headers and Footers, including numbering, can be applied on-the-fly at time of output. This means the application of data like page numbering, does not inhibit the use of a document in some other context where such data may not be appropriate. Using this method, addition of content or late-stage revision that changes the number of pages in a document, requires no change to numbering.

In addition to static text and automatic numbering, date and time can be automatically inserted. Text can be inserted at any or all three alignment points (left, center, right), and is placed on the page according to margin values. Header and footer position can alternate on odd and even pages.



To add headers and footers

1. In the **Printer** area on the [Job Info](#) ²⁶ tab, click **Setup**.
2. Click **Advanced**, and then click the **Headers/Footers** tab.
3. Click  next to the **Header** or **Footer** box, and select **Left**, **Center**, or **Right** alignment.
4. Type desired text and use  to insert field variables in the **Header** or **Footer** fields immediately after the alignment variable.
5. Type **Top**, **Bottom**, **Left**, and **Right Margin** values.

6. Click **Font** to select a font, size, color, or style.

7. Click **OK**.

HEADER/FOOTER OPTIONS

Category	Option	Description
Margins	Left/Right/Top/Bottom	Specify header or footer placement as an offset to the Left, Right, Top, and Bottom page edge.
Roman Page Numbering	Start/Stop at, Counting From	Select a Start and Stop page to select a range of pages. Roman numerals are applied sequentially to all pages in the range. In the Count from box, type or select a beginning number for the sequence. Setting a Start and Stop page at 9999 turns Roman Page Numbering off.
Arabic Page Numbering	Start/Stop at, Counting From	Select a Start and Stop page to select a range of pages. Arabic numbers are applied sequentially to all pages in the range. In the Count from box, type or select a beginning number for the sequence. Setting a Start and Stop page at 9999 turns Arabic Page Numbering off.
Settings	Group pages in sets of	Increment sequence after every <i>N</i> pages where <i>N</i> is the number entered here
	Opaque	Create overlay with opaque background obscuring underlying image area.
	Alternate Left and Right	Reverse the position of content contained in a header or footer to the left or right based on whether the page is odd or even. Use this to force headers or footers (especially page numbers) to the outside margin when the document is intended for two-sided (short-edge) output. This has no effect on center aligned headers or footers.
	Skip on pages	Pages marked as Tabs, Covers , and/or TOC are not numbered.
	Skip page count	Excludes pages marked as Tabs, Covers , and/or TOC from the page count used to number pages.

HEADER/FOOTER VARIABLES

Variable	Type	Description
&P00	Field	Page Number*
&N	Field	Total Page Number

Variable	Type	Description
&D	Field	Current Date
&T	Field	Current Time
&&	Field	Literal '&'
&L	Format	Left Align
&C	Format	Center
&R	Format	Right Align

**Page Numbering includes a 2-digit suffix indicating the Page Number Padding, or width. Variable-width numbering is "&P00".*



TIP: Format and Field variable can be entered using the keyboard.

Numbering

Numbering can be applied as a header or footer field variable, or by using [sequential numbering overlays](#)⁶⁶. Generally, numbering using a header or footer is best for applying page numbers, simple sequential numbering, or Bates stamping. Sequential numbering overlays are better choice for more sophisticated applications like serialized form or N-up ticket layouts, multi-part document page numbering, or more complex Bates stamping. The table below compares the capabilities of both methods.



TIP: Use a combination of both numbering methods to meet the requirements of complex numbering applications.

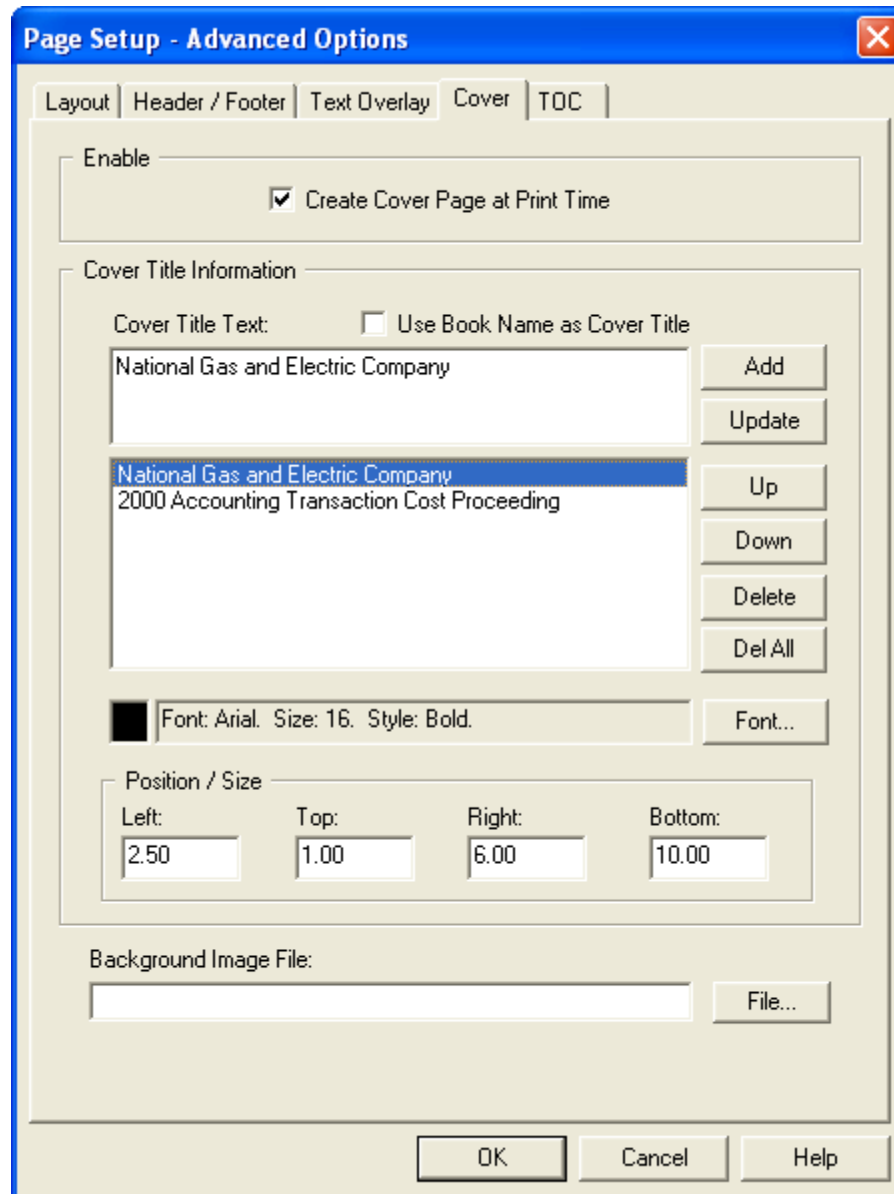
Description	Header/Footer	Sequential Numbering Overlays
Variable-width numbering	Yes	Yes
Fixed-width numbering	Yes	Yes
Adjustable increment	No	Yes
Roman numerals	Yes	No
Arabic numbers	Yes	Yes
Automatically skip tabs	Yes	No
Alternate odd/even pages	Yes	No
Global counter	Yes	No
Multiple regions	2	Unlimited
Number of copies printed based on number range	No	Yes

Format String Examples

Format String	Output
<i>Page &P00</i>	Page 1
<i>Page &P03</i>	Page 001
<i>Page &P00 of &N</i>	Page 1 of ##
<i>Page &P03 of &N</i>	Page 001 of ##
CASE "ABC, Inc" - PAGE #ABC-&P05	CASE "ABC, Inc." - PAGE #ABC-00001

Covers and Table of Contents

UltraPrint makes it easy for you to create a cover and table of contents for your publication. A cover can be created using either the print job name or your own custom text. Table of contents entries are created using the file name for each file contained in your print job. You can select font, positioning, and even add a company logo or other image to a cover.



To create a cover

1. In the **Printer** area on the [Job Info](#) ²⁶ tab, click **Setup**.
2. Click **Advanced**, and then click the **Cover** tab.
3. Select **Create Cover Page at Print Time**.

4. Type **Left**, **Top**, **Right**, and **Bottom Position** to define where the text should be placed.
5. Click **Font** to select a font, size, color, and style.
6. Do one of the following:

To	Do this...
Use the print job name as the title	Select Use Book Name as Cover Title
Use custom text as the title	Type the title in Cover Title Text , and then click Add



TIP: Add multiple custom text entries each with their own positioning and font characteristics to create professional looking covers.

To add a background image

- Click **File** and browse to the **Background Image File** you wish to use, and then click **Open**.

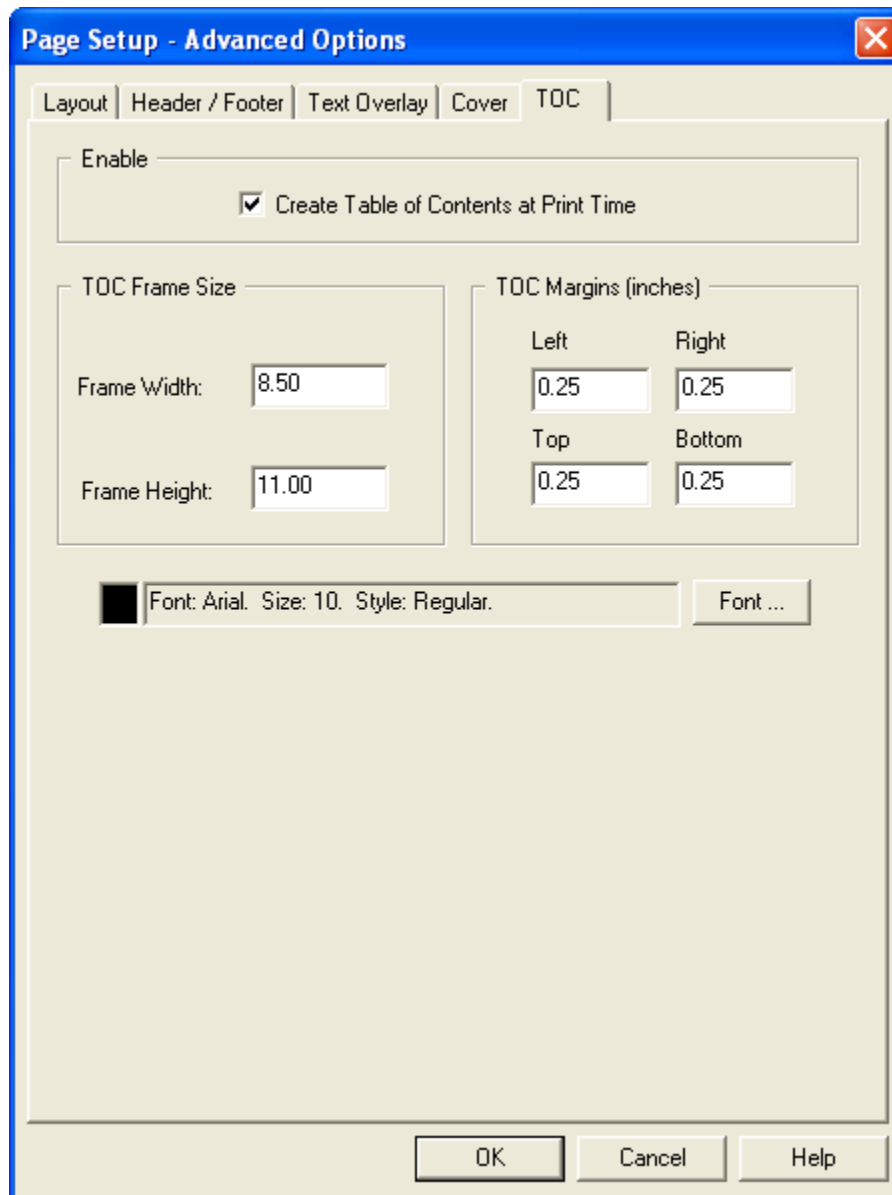


NOTE: The Background Image File must be a TIFF image and be the same physical dimensions as the target page.

COVER OPTIONS

Category	Option	Description
Enable	Create Cover Page at Print Time	Enables cover page.
Cover Title Information	Use Book Name as Cover Title	Create cover title text using book name
	Cover Title Text	Define custom title text. Type text in the entry box and then click Add . <ul style="list-style-type: none"> • To edit an existing line: select the entry, modify the text and then click Update. • To reorder an existing line: select the entry, and then click Up or Down. • To delete an existing line: select an entry and then click Delete. • To delete all lines: click Delete All.
Position, Size	Left, Top, Right, Bottom	Position as measured from the Top and Left edge of the page

Category	Option	Description
Background Image File		Background image overlayed on cover page.



To create a table of contents

1. In the **Printer** area on the [Job Info](#) ²⁶ tab, click **Setup..**
2. Click **Advanced**, and then click the **TOC** tab.
3. Select **Create Table of Contents at Print Time**.
4. Type the **TOC Frame Size** and **Left, Right, Top, Bottom Margins** to define where

the text should be placed.

5. Click **Font** to select a font, size, color, and style.

TOCOPTIONS

Category	Option	Description
Enable	Create Cover Page at Print Time	Enables Table of Contents page.
TOC Frame Size	Frame Width/ Frame Height	Size of page.
TOC Margins (inches)	Left/Right/ Top/Bottom	Amount of space between the edge of the page and the page's content.

3.9.2 Printing

UltraPrint provides many flexible printing options to help you create, set-up, and submit print jobs ranging from simple jobs made from a single file, to large jobs consisting of multiple files with complex insertions, page exceptions, and other settings. Print jobs may include dissimilar file formats of varying resolution, color space, or number of pages.

You can submit print jobs in their entirety, or select and print a subset of files from any print job. UltraPrint can submit a print job as multiple parts to prevent overloading a print spooler, or to simulate subset operations like finishing or chapters on output devices that do not offer such functions.

UltraPrint can also function as a print file downloader. Files expressed using a page description language (PDL) like PostScript (PS) or Portable Document Format (PDF) can be sent as a [raw print stream](#) ⁶⁴ to output devices with built in Raster Image Processors (RIP) capable of interpreting such formats.

There are several ways to select print settings and submit a print job to an output device. Following is a summary of the advantages and disadvantages associated with each method.

Printer Driver

You can use the printer driver provided by the manufacturer of the output device and select print settings using the interface provided by the driver.

Advantages

- Typically offers most complete set of functionality for a specific device.

Disadvantages

- May be difficult to use.

- Selecting standard options like collating or two-sided printing may require you to go through several layers of menus or tabs to access.
- Simple tasks like selecting page exceptions may require manually typing page numbers or ranges.

Custom Print Common

You can use Custom Print Common as a "friendlier" interface to the printer driver provided by the manufacturer of the output device. Custom Print Common maps settings you select, to driver specific functionality, and then prints to the output device through the printer driver.

Advantages

- Easy to use.
- Standard options like collating or two-sided printing available in single interface.
- Point-and-click method for selecting page exceptions and adding inserts.
- Provides a standard device interface across devices independent of manufacturer or type

Disadvantages

- Some device functionality may not be available directly through this interface, however the printer driver is accessible from Custom Print Common allowing you to select driver specific settings.

Custom Print Digimaster 9110

Custom Print is an advanced printing interface for output devices based on the Heidelberg Digimaster 9110. Image data is written directly to the System Control Subsystem (SCS). A small set of Kodak Graphics Language (KGL) headers are created based on print settings and selection and passed to the page definition language (pdl) interpreter.

Advantages

- Complete set of functionality for the Kodak/Heidelberg DigiMaster 9110/E125/E150 printers.
- Uses direct TIFF printing to maximize output speed.
- Standard options like collating or two-sided printing, and advanced options like covers, or padded output are available in single interface.
- Easy to use, point-and-click method for selecting page exceptions, adding inserts and programming the most complex print jobs.

Disadvantages

- Only available for the Kodak/Heidelberg DigiMaster 9110/E125/E150 printers.

Job Templates

Job templates are created for each print job as well as for each individual file in a print job. When you [select printer properties and settings](#)^[57], or [submit a print job](#)^[56] for output, these templates are updated to reflect the changes you made. The template describes the [page setup](#)^[41] selections and settings chosen from the printer driver for the selected output device, as well as information describing individual page characteristics like whether the page may be a tab, marked for 3-hole punching, or marked as a color page.

Job templates describing job level settings are stored as Book Meta Language (BML) files, while settings specific to an individual file are stored as Page Meta Language (PML) files. Both formats are Extensible Markup Language (XML) based.

PML files may be [added](#)^[34] or [imported](#)^[36] directly to a print job resulting in the page settings (exclusive of of printer driver settings) contained in the PML being inherited for that file. This means that pages containing marks (color, tab, 3-hole, etc.) made using Image Arranger are marked accordingly and may be easily selected for to set page-level properties when using a [Custom Print](#)^[57] interface for job submission.

See Also: [Adding Files](#)^[34], [Importing Files](#)^[36], [Supported File Formats](#)^[35]

Submitting a Print Job





To submit a print job to an output device

1. Select a **Printer** from the list on the [Job Info](#)^[26] tab.



NOTE: Selecting the right print driver is important regardless of the method you ultimately choose to provide printing services. You should select a PostScript printer driver that matches the intended output device, even when using a [Custom Print](#)^[57] interface.

2. Select [Page Setup](#)^[41] options.
3. In the **Printer** area on the [Job Info](#)^[26] tab, type or select **Copy Count**.
4. Do one of the following:

To	Do this...
Print using a print driver	<ol style="list-style-type: none"> 1. Select Printer Properties and Settings^[57]. 2. Select Print  from the toolbar.
Print using Custom Print Common	<ol style="list-style-type: none"> 1. Select Printer Properties and Settings^[57]. 2. Select Custom Print Common^[60]  from the toolbar.
Print using Custom Print Ricoh RPCS	<ul style="list-style-type: none"> • Select Custom Print Ricoh RPCS^[61]  from the toolbar.
Print using Custom Print Digimaster 9110	<ul style="list-style-type: none"> • Select Custom Print Digimaster 9110^[61]  from the toolbar.

Selecting Printer Properties and Settings

Before submitting a print job, select the properties and settings to determine the way documents are printed. Options vary from printer to printer, but most printers allow the following:

- Changing the layout orientation of a page by choosing portrait or landscape.
- Changing the number of copies that are printed.
- Choosing to print on both the front and back of the paper.
- Selecting the tray to print from, such as the manual feed tray or an envelope feeder.
- Choosing the material to print on, whether it is card stock, transparency, labels, and so on.



TIP: See the documentation for your output device for more information.

To select printer properties and settings

1. In the **Printer** area on the [Job Info](#)^[26] tab, select **Setup**.
2. From [Page Setup](#)^[41] select **Printer**, and then click **Properties**.
3. Choose the desired properties and settings.



NOTE: Printer properties and settings for the selected printer affect output when you submit a print job using the print driver directly (except when [submitting raw print streams](#)^[64]), or when using the Custom Print Common interface.

Using Custom Print


Custom Print is an advanced printing interface that simplifies the selection of print options and settings for even the most advanced print job. Settings can be applied quickly to entire documents, or selected pages within a document by using the mouse to select pages in the page selector and then specifying the desired options. Page exceptions can be easily made without requiring you to type confusing and error-prone page range specifiers. Print settings, including driver specific options are saved as a individual job templates for reuse during subsequent submission of a print job. Three Custom Print interfaces are available:

- **Custom Print Common.** This interface is available for all printers. Selections made using this interface are converted to driver specific calls and submitted to the output device using the selected printer driver. Some device options may not be directly available using this method, but may be set using the printer driver's properties from the Custom Print Common advanced printing interface.
- **Custom Print Ricoh RPCS.** This interface is available for output devices that use the Ricoh Refined Printing Command Stream (RPCS) driver.
- **Custom Print DigiMaster 9110.** This interface is available for output devices based

on the Kodak/Heidelberg DigiMaster 9110/E125/E150 printers. Pages are sent directly to the marking engine, accompanied by printing instructions specific to the device. No processing by the RIP is necessary, and printing throughput is maximized. Point-and-click selections for paper substitution, unlimited sub-set finishing, and advanced options like padding make Custom Print a powerful printing tool.

Using Custom Print is generally the same regardless of the output device. Follow the steps below to use the Custom Print interface. Refer to the following pages for specific information about each output device.

To use Custom Print

1. Select a print job, file, or range of files.
2. Click a **Custom Print**  device on the toolbar.
3. Select global **Print Settings**.
4. Select pages and choose **Page Level Settings**.
5. Insert **Blank Pages** if desired.
6. Do one of the following:
 - Click **OK** to save settings.
 - Click **Print** to save settings and print.

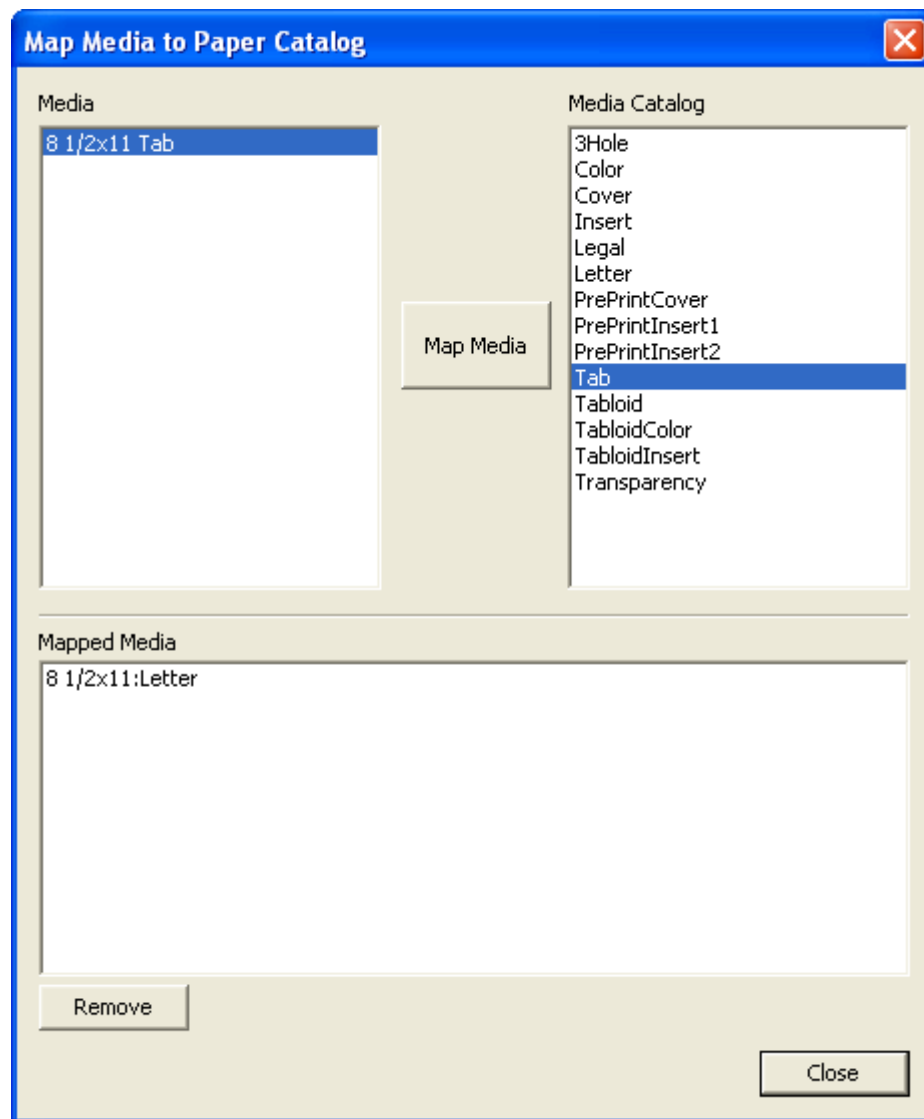


NOTE: Select global Print Settings first to avoid overwriting Page Level Settings.

Mapping Catalog Media to Printer Media

Since media definitions vary among output devices, dissimilar types and descriptions must be mapped to media available on the target device prior to output using a Custom Print interface. For example, a medium or form called "8 1/2x11 Tab" on one device may be called simply "Tab" on another.

If Custom Print cannot determine how to match such media, you will be prompted to map existing definitions to media available on the selected output device. This is often necessary when using Custom Print for the first time after selecting a new output device for an existing print job.




To map catalog media to printer media

1. Select an undefined medium on the left side.
2. Select a an available definition on the right side.
3. Click **Map Media**.



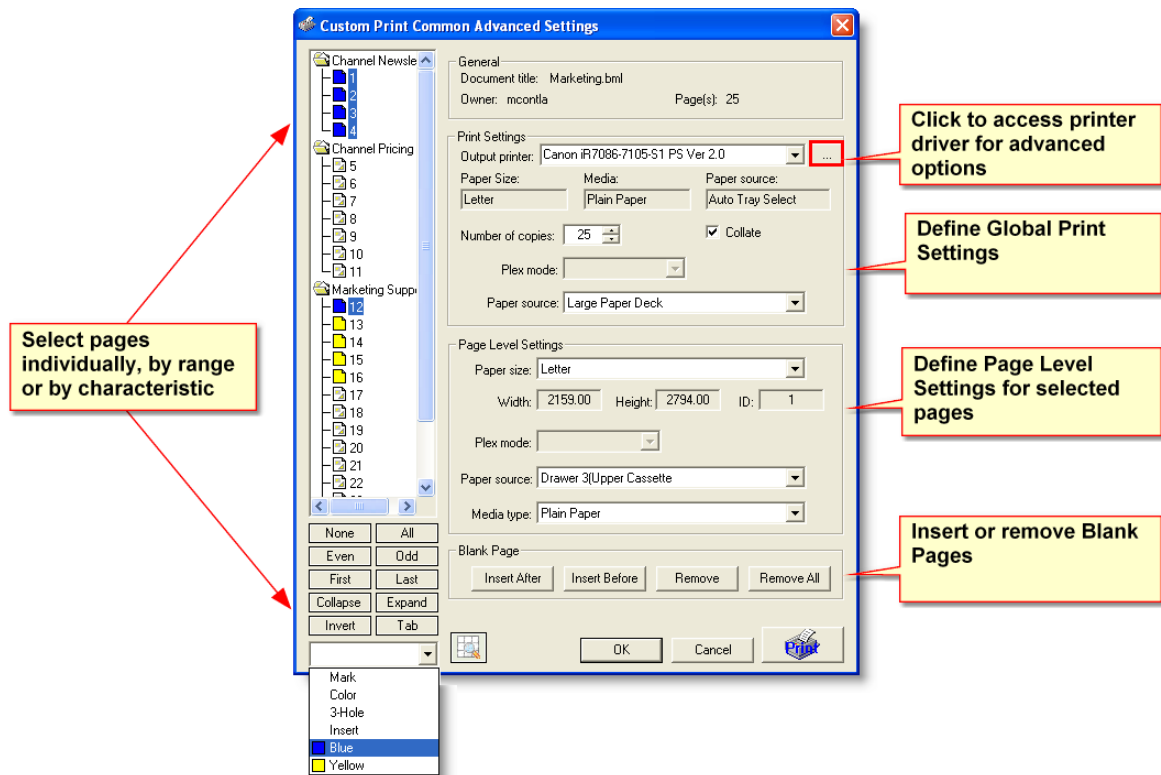
NOTE: Media that cannot be mapped to an available type on the target device is automatically mapped to the default media as defined by the printer driver

To remove or change media mappings

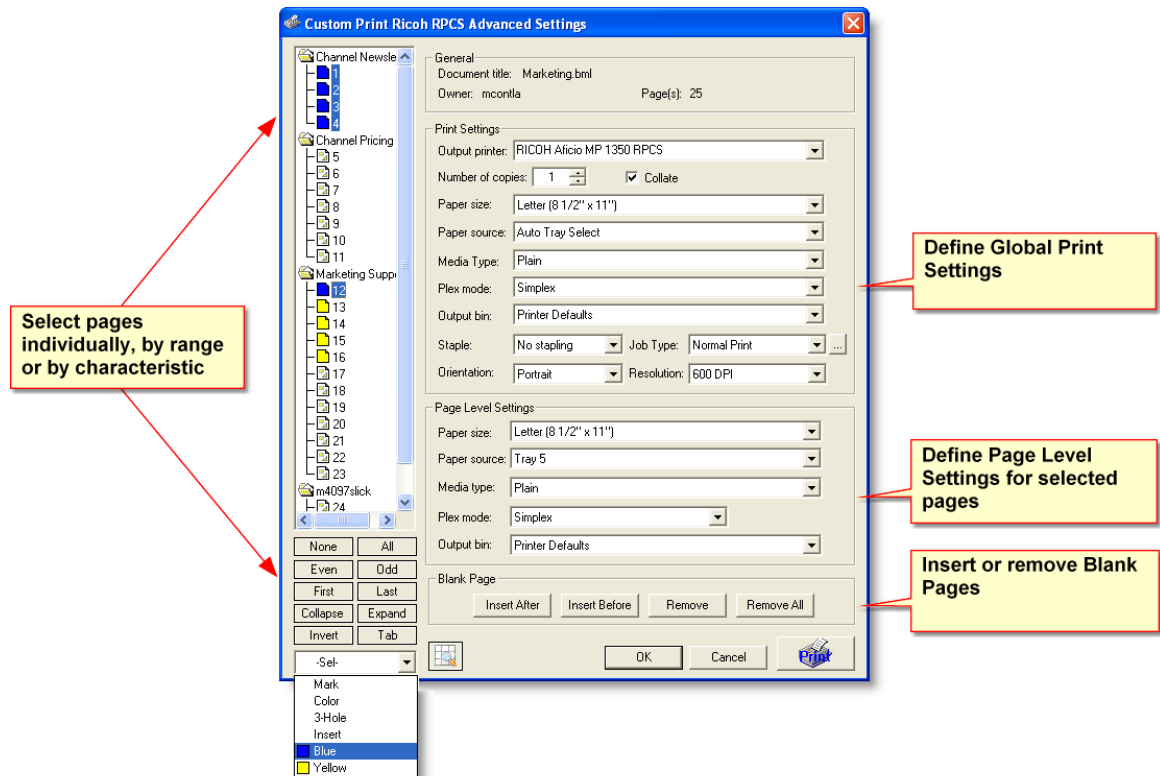
1. Click **Map**  from Custom Print.
2. Under **Mapped Media**, select a mapping definition.

3. Click **Remove**.
4. If desired, follow the steps in the previous section to create a new mapping.

Custom Print Common

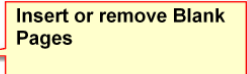


Custom Print Ricoh RPCS



Custom Print Digimaster

Custom Print provides advanced printing interface to the Canon iR110 or Heidelberg Digimaster 9110 marking engine. With Custom Print, and through the use of Kodak Graphics Language (KGL) headers, image data can be written directly to the System Control Subsystem (SCS), bypassing page definition language (PDL) interpretation. The KGL header alone is quickly interpreted, and makes reference to the image files that are then passed directly to the marking engine.






NOTE: Custom Print is not available when selecting files from multiple print jobs.

Submitting Multi Part Print Streams

Print jobs made up of multiple files are normally sent to an output device as a single print stream. UltraPrint can send a print job as multiple print streams by sending each file as a single print job. This method offers the following advantages:

- Large print jobs are submitted in "chunks" effectively throttling communication to the output device. This may reduce bottlenecks or storage overflow at the destination. Some jobs might otherwise be impossible to print.
- Copy count can be set for each individual file.
- Subset finishing can be simulated on devices that do not offer such functionality through the device driver. For example, if a stapling feature is selected for a file within a print job, but not selected for the containing print job, only a portion of that print job will be stapled.
- Page setup options can be applied individually to each file independently of the containing print job. You can select different headers/footers to create sub-section page numbering, choose differing layouts or orientation, or create separate overlays for each section.

To submit a multi-part print stream

1. [Select printer properties and settings](#)⁵⁷ and [copy count](#)⁶³ independently for each file.
2. In the **Printer Output Options** area on the [Job Info](#)²⁶ tab, select **Multi Part Print Job**.
3. Select **Print**  from the toolbar.

Setting Copy Count for Part

Copy count can be set for any file independently of the containing print job, or other files within a print job. This count is used only when submitting complete print jobs or individual files with [Multi Part Print Job](#)⁶³ selected.

To set copy count

1. Select one or more files.
2. Type or select **Copy count**.
3. Click **Set PML Copies**.

Resetting Print Job Options

You can restore print job properties and settings across each individual file. Print job properties and settings including copy count defined for the containing print job are applied to each file in the print job.


To reset print job options

1. Select the containing print job.
2. Click **BML --> PML**, and then click **Yes**.

Submitting Raw Print Streams

There are times when it may be desirable to send raw Page Description Language (PDL) data to an output device. For example, a large full-color PostScript or PDF document that requires no change or other manipulation may be sent directly to a full-color output device capable of rendering such files. In this scenario, UltraPrint functions as a print file downloader.

To submit a raw print stream

1. In the **Printer Output Options** area on the [Job Info](#)²⁶ tab, select **Raw**.
2. Select **Print**  from the toolbar.

Managing Current Print Jobs

Print jobs submitted during the current UltraPrint session flow through and remain available in a processed state. Use the [Job Monitor](#)²⁸ to cancel spooling, resubmit a print job without re-rendering or spooling, or remove all processed print jobs.

Working with Full Color

UltraPrint supports output to full color output devices. Full color Tagged Image File Format (TIFF) images are always rendered as full color when submitted to a full color output device. Print ready formats like PostScript (PS) and Portable Document Format (PDF) can be sent to the viewer or to an output device as black and white (default) or full color.

To enable full color output

- In the **Attributes** area on the **Info** tab, select **Render as RGB**.

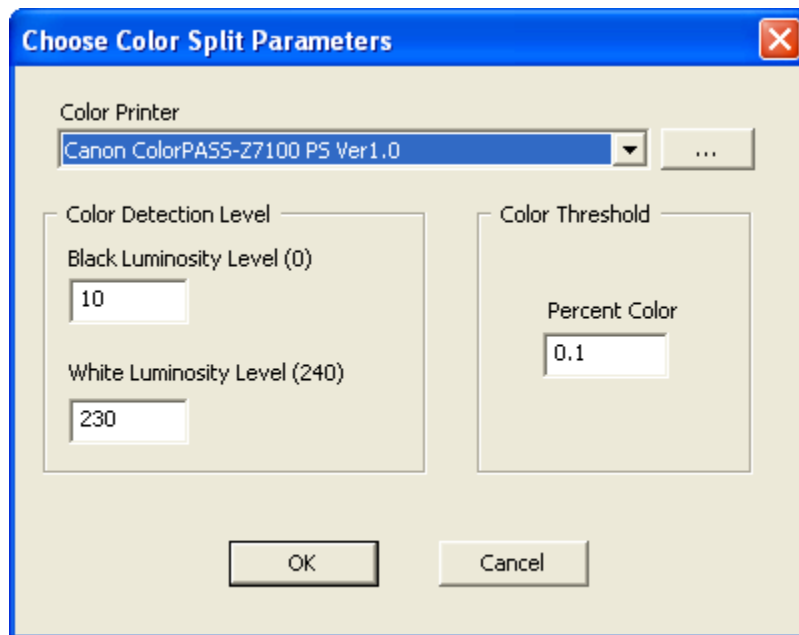
Separating B&W and Full Color Output

When working with print jobs containing both black and white, and full color documents, UltraPrint can split the print job between two printers sending black and white pages to a Kodak/Heidelberg DigiMaster 9110/E125/E150 printer, and pages containing color to a full color output device.



UltraPrint lets you specify a color 'threshold' to filter pages with minimal color data. This helps to reduce printing costs by diverting pages with little color data to the monochrome output device.

The [Image Viewer](#)³¹ tab lists the Percent Color for the page currently being viewed. After

sampling several representative pages in a print job, you can determine the color threshold for color split.



To print using color split

1. In the **Printer Output Options** area on the **Job Info** tab, select the **Color Split** check box.
2. Click  next to the **Color Split** check box.
3. Select a **Color Printer**, and then click  to [select printer properties and options](#)⁵⁷.
4. Select **Color Split** options.

Color Split Options

Specify options that determine whether a page is sent to the monochrome or full-color printer.

Category	Option	Description
Color Detection Level	Black Luminosity Level	Adjust Luminosity Level to filter pages with subtle background color.
	White Luminosity Level	
Color Threshold	Percent Color	Sets percentage of total pixels on page that must contain color before a page will be sent to the color printer.



NOTE: Use the [Image Viewer](#)³¹ to determine the Percent Color for any given page.

3.10 Advanced Operation

3.10.1 Merging Variable Data

Use UltraPrint to merge variable data when you want to print a large number of documents that include some unique information. For example, you can use a text overlay to create a product announcement to send to your customers. The customer names and addresses are stored in a data source that is overlaid on each letter in a specified region. One set of documents in output for each record in the data source. The body of the document is the same, but the name and address are different for each customer.

Overlays can also be used to apply variable numbering, or 'annotation', using a format pattern you define. The pattern specifies the beginning and end of the sequence, the width of the numbering field (padded with zeros), and the amount to increment the sequence with each successive iteration. Annotation can be used to generate unique form numbers, or sequences of any type.

Preparing Data Sources for Overlay

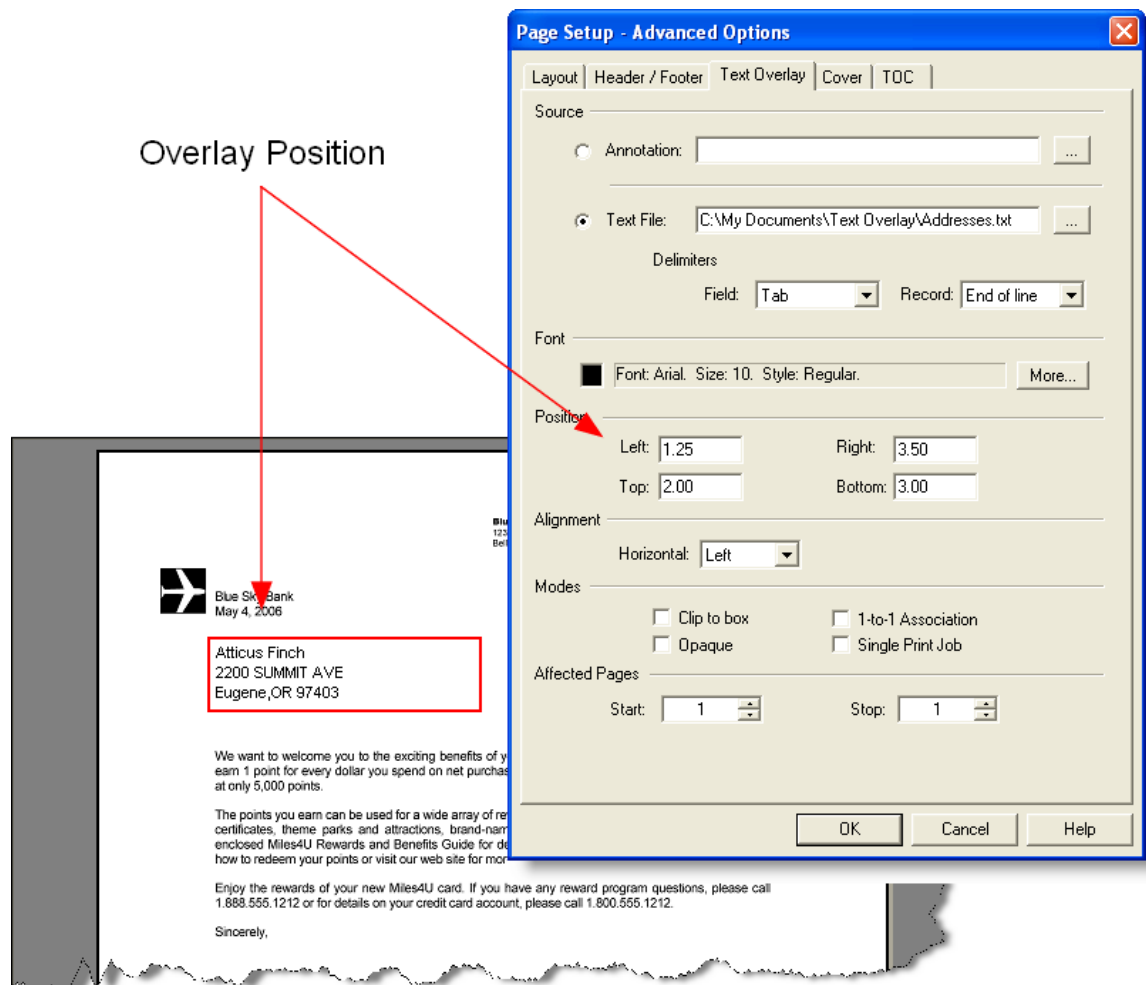
You can use any text file that has data fields separated (or delimited) by a character like a comma, grouped into data records separated by a second character. UltraPrint supports end of line, tab, semi-colon, colon, comma, and vertical bar as delimiters. The character selected to delimit data fields must be different than the character selected to delimit data records.

Many 3rd party applications including Microsoft Excel, and most database applications can export data to a delimited format like Comma Separated Values (CSV) shown in the example below.

```
ATTICUS FINCH, 2200 SUMMIT AVE, EUGENE OR 97403
RED FOREMAN, 1700 MILLRACE DR, EUGENE OR 97403
KELLY BUNDY, 1905 AGATE ST, EUGENE OR 97403
JOHN GALT, 1943 AGATE ST, EUGENE OR 97403
DIRK PITT, 1943 1/2 AGATE ST, EUGENE OR 97403
JACK RYAN, 1961 AGATE ST, EUGENE OR 97403
GEORGE CASTANZA, 1800 COLUMBIA ST, EUGENE OR
BUFFY SUMMERS, 1804 COLUMBIA ST, EUGENE OR
JOHN DORIAN, 1830 COLUMBIA ST, EUGENE OR
JACK SPARROW, 1832 COLUMBIA ST, EUGENE OR
```

Defining Text Overlays

After preparing a data source for overlay, define the overlay position based on measurements from the top and left edge of the page, and select the font, alignment, and other overlay settings.



To create a text overlay

1. Select **Text File** and type a **File Name**, or browse to locate the file containing variable data.
2. Select **Field** and **Record** delimiters from each list to specify the character used to separate fields.
3. Click **More** to select a **Font**.
4. Under **Position**, type **Left**, **Top**, **Right**, and **Bottom** measurements to define the region where the data will be placed on the page.



NOTE: Position is defined as measurements in inches from the top or left edge of the page.

5. Select **Alignment** to specify how the text should be placed within the region.
6. Type or select the page where the overlay should **Start** and **Stop**.
7. Select other [Overlay Settings](#) as desired.

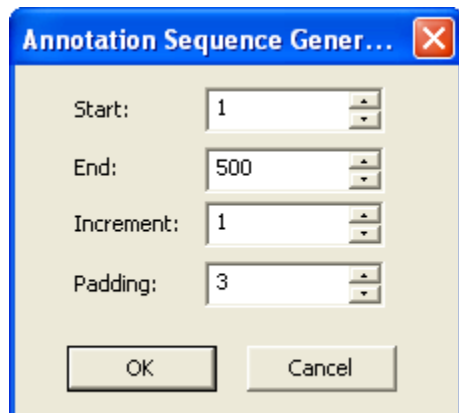
Overlay Settings

Several options are available to change the way overlay records are applied to the page, mapped to multi-file print job, or submitted to the output device. The following list describes the settings.


Category	Option	Description
Modes	Clip to Box	Truncates data that does not fit within the region defined by Position settings.
	Opaque	Create overlay with opaque background obscuring underlying image area.
	1-to-1 Association	Sequentially matches each record in the data source to a file in the print job.
	Single Print Job	Submits the entire print job as a single print stream to the output device.

Generating Numeric Sequences

You can generate numeric sequences for numbering documents like invoices and tickets. The sequence can be incremented by any whole number, and formatted to a fixed width.



To generate a numeric sequence

1. Select **Annotation**, and then click **Annotation Sequence Generator** .
2. Type or select **Start** and **End** to define beginning and ending sequence numbers.
3. Type or select the amount to **Increment** each number in the sequence.
4. Type or select the **Padding** width of the sequence field.



NOTE: The sequence is prefixed with zeros when necessary to match the **Padding** width.

5. Select other [Overlay Settings](#)  as desired.

3.10.2 Queue-based and Cluster Printing

UltraPrint supports the creation of a single 'Active Queue'. This queue is made available through one or more shared Window printers using the Alto TIFF driver, enabling remote printing from any network accessible device that can submit output to such a printer. This makes the queue an ideal method for introducing documents into an UltraPrint workflow directly from the native application, eliminating changes in pagination, or the need for font substitution that sometimes occur during the rendering process.

The Active Queue can also have up to four printers attached and can serve as a rule-based printing cluster.

Configuring the Active Queue

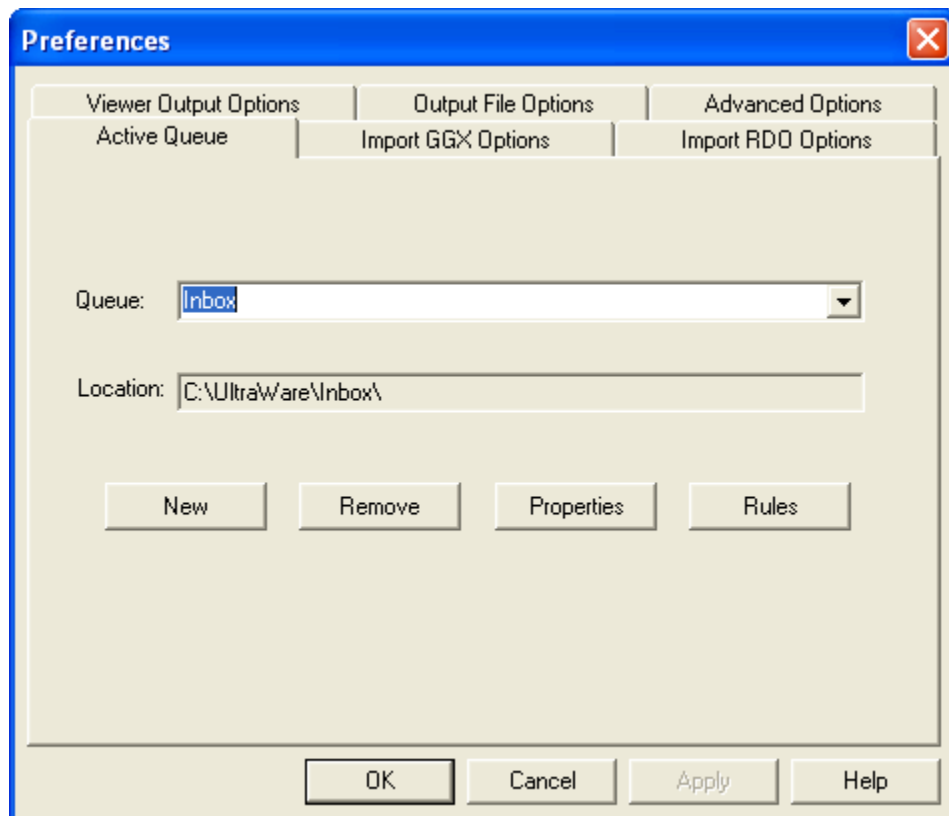
Before you begin, make sure you have...

- A **shared** folder to serve as the queue.





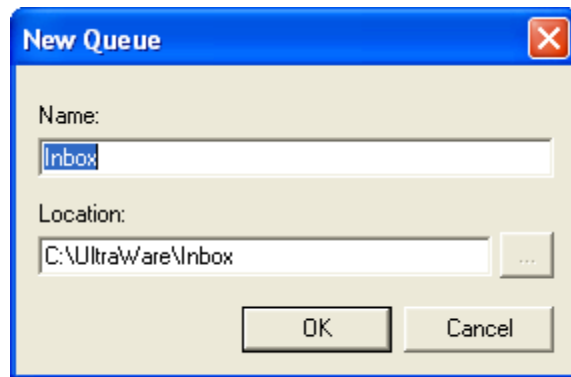
IMPORTANT: *The share name must match the name you assign to the queue in later steps.*

The directory must be completely empty. Even the existence of hidden, system files like *Thumbs.db* or *Desktop.ini* will cause the creation process to fail.



To create a queue

1. Click **Preferences**  on the toolbar.
2. Select the **Active Queue** tab.
3. Click **New** and type a queue **Name**.
4. Type the path to the **Location** of the folder you previously shared.
5. Click **OK**.
6. [Set the queue state](#) .

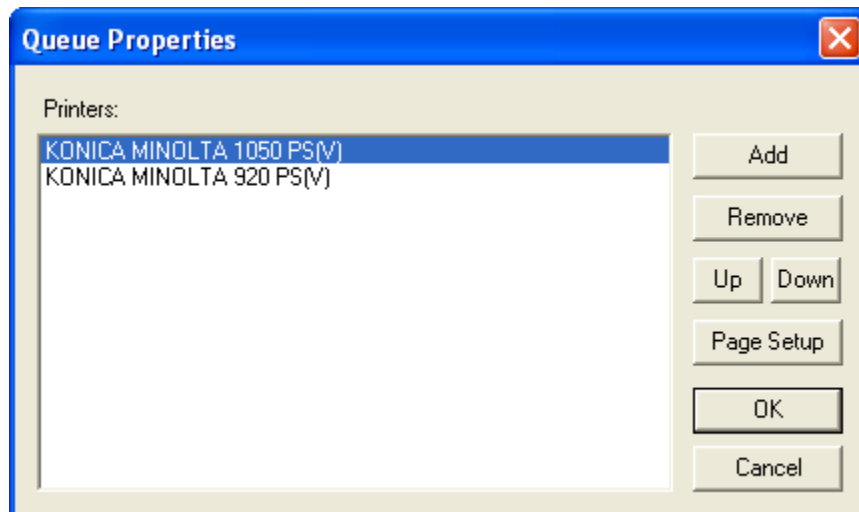


Selecting Queue Properties and Settings

Select up to four printers for use by the Active Queue. Page Setup options are set individually for each printer. When print jobs are released from the queue, they print based on queue rules beginning with the first printer in the list.



NOTE: These steps are not required if you are only using the Active Queue to receive print jobs in the Hold state.



To add a printer

1. On the **File** menu, click **Preferences**, and then click the **Active Queue** tab.

2. Click **Properties**, and then click **Add**.
3. Select a printer for the list, and then click **OK**.

To change the printer priority

1. On the **File** menu, click **Preferences**, and then click the **Active Queue** tab.
2. Click **Properties**.
3. Select a printer, and then click Up or Down to move the printer.

To remove a printer

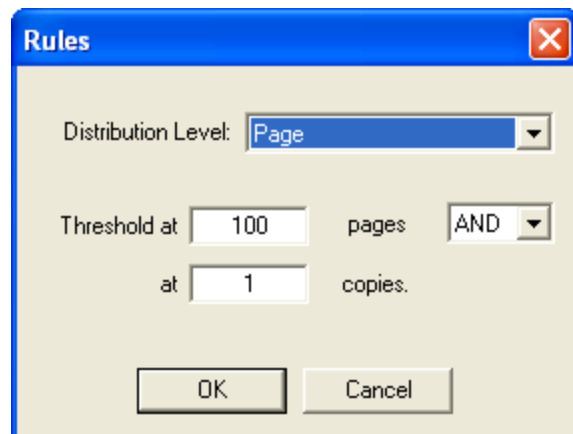
1. On the **File** menu, click **Preferences**, and then click the **Active Queue** tab.
2. Click **Properties**.
3. Select a printer, and then click **Remove**.

To modify page setup

1. On the **File** menu, click **Preferences**, and then click the **Active Queue** tab.
2. Click **Properties**.
3. Select a printer, and then click **Page Setup**.
4. Select [Page Setup](#)⁴¹ settings and options.

Setting Queue Rules

When submitting output to a printing cluster, UltraPrint uses a set of rules to determine how print jobs are distributed among each printer. For each rule there is a Distribution Level and a corresponding Threshold. The following table describes each rule set.



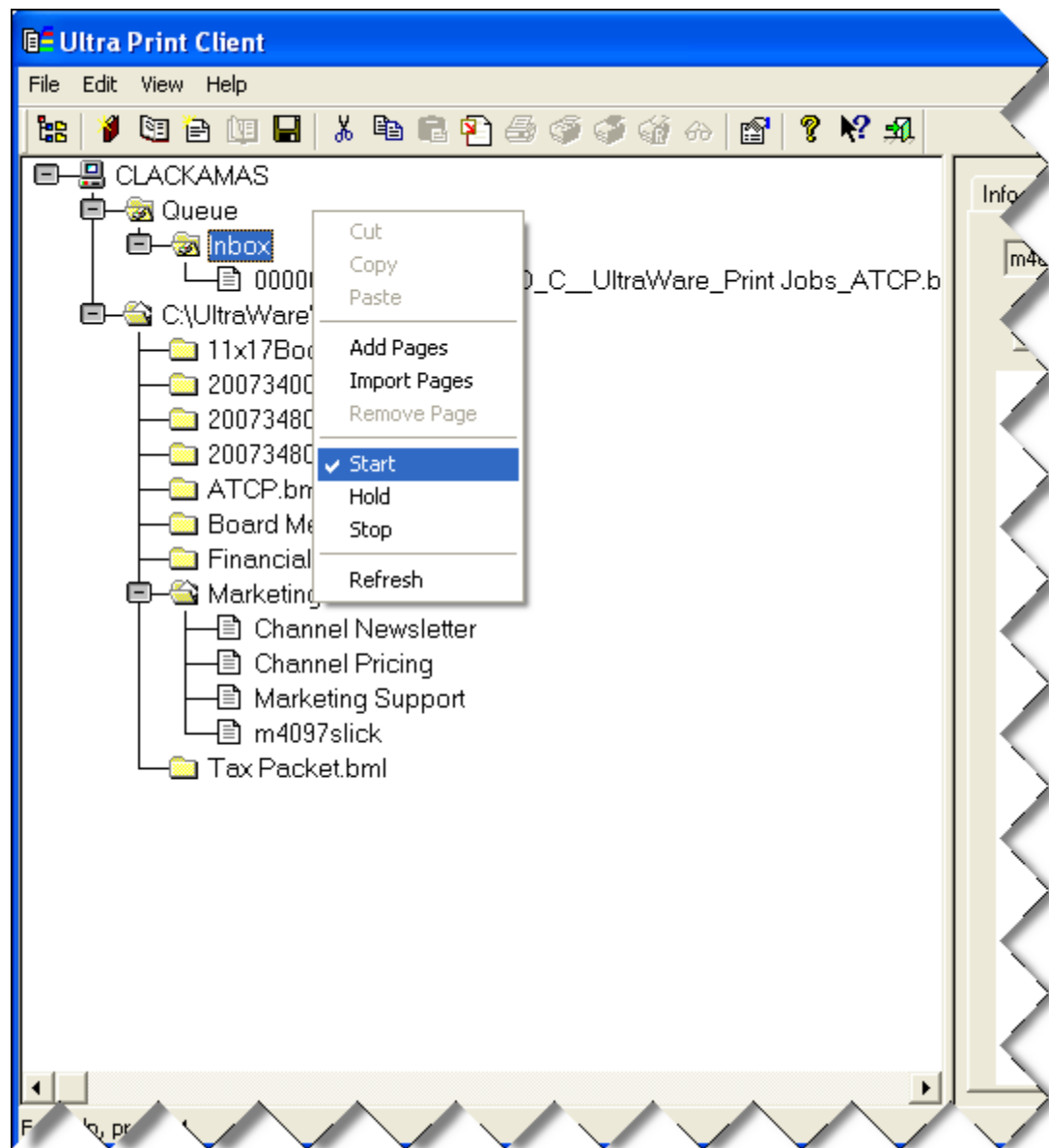
Distribution Level	Threshold
Copy	Number of copies requested
Page	Number of pages in print job
Record	Number of records for text overlay
Document	Number of documents
Document Per Job	Number of documents per job

Some rules may be further controlled based on a threshold levels and/or number of copies.

Setting the Queue State

The Active Queue supports three distinct states:

- **Start.** Jobs are immediately passed to the printer(s) attached to the queue.
- **Hold.** Jobs are held and appear in the queue. These jobs may be copied or moved from the queue to a print job, or released to the printer(s) attached to the queue by changing the queue state to Start.
- **Stop.** Jobs are not accepted.



To select the queue state

- Right-click the queue and select **Start**, **Hold**, or **Stop**.

Configuring the Printer Driver

Use the Alto TIFF Driver to print to the Active Queue. Multiple printer drivers can be used to print into the queue. Print jobs appear in the queue with a numeric sequence and the printer name prefixed to the filename.

To add the queue printer driver

1. Click **Start**, and then click **Printers and Faxes**.
2. Under **Printer Tasks**, click **Add a printer**, and then click **Next** to start the wizard

3. Click **Local printer**, and clear the **Automatically detect and install my Plug and Play printer** check box.
4. Click **Create a new port**, and then click **Alto Port**.
5. Type the **port name**:

UPSQ (Inbox)



NOTE: Replace 'Inbox' with the name of the Active Queue you created.

6. Follow the directions to **Install the Printer Software**; use the **Have Disk** option to locate the **Alto TIFF driver** files.
7. Enter a **Printer Name**.



NOTE: The printer name you assign is the name that will prefix print jobs in the queue.

8. Select **Default Printer** and **Printer Sharing** options.
9. Print a **Test Page** if desired, and **Finish** the Add Printer Wizard.

To configure the printer

1. Right click the printer, and then click **Properties**.
2. Click the **Advanced** tab, and clear the **Enable advanced printing features** check box.
3. Select **Printing Preferences** and **Printing Defaults** as desired.

3.10.3 Other Printing Formats

Working With RDO Files

Raster Document Objects (RDO) are a proprietary printing format created using Xerox DigiPath's Document Scan and Make Ready application. This format often requires the user to continue operation and maintenance of expensive legacy Xerox duplicating equipment. UltraPrint provides an alternative for continued use of existing RDOs and output to almost any print device.

RDO documents are made up of several different components including Documents and Pages:

- Documents serve as a container for all other components and can be identified by the file extension *.rdo.
- Pages can be made up of one or more Tagged Image File Format (TIFF) images, and may contain other file formats like PostScript (PS) and Portable Document Format (PDF). When combined, or overlayed, these files make up the content of a single page.

UltraPrint imports RDO documents produced using Xerox DigiPath version 3.x or earlier (images only for documents created using version 3.x). After parsing the file and reading the TIFF pages contained in the document, UltraPrint creates a print job using name from the original RDO.

Import options include:

- **Image Storage Control.** Choose whether individual TIFF images are merged into a single multi-image file or left as single images. Multi-image TIFF file can be created for each section (tag-specified grouping of pages), named using the original RDO tag label.
- **Merge Overlay Control** imports pages without merging overlays, significantly reducing import time.
- **Map File Import** creates a map file using a paper catalog imported from a Kodak/Heidelberg DigiMaster 9110/E125/E150.

Page exceptions (different stocks for selected pages) in the RDO document are matched to the paper definitions in a [map file](#)^[77] and an Extensible Markup Language (XML) job template is created. The XML can be used as the basis for creating a [Custom Print job template](#)^[56] for the Kodak/Heidelberg DigiMaster 9110/E125/E150 printer, mirroring page exceptions and other specific print settings found in the original RDO.

See Also: [RDO Import Options](#)^[76], [Custom Print DigiMaster 9110](#)^[17], [Using Custom Print Digimaster](#)^[61]

Importing RDO Files

There are two components necessary to import an RDO file, the RDO file itself, and a matching folder with the extension 'con', that contains the actual images, overlays, and other items that make up the whole document.

If you are importing an RDO named '2JJ3', the following example shows how the components might be appear in a directory listing:

12/07/2007	02:30 PM	<DIR>	.
12/07/2007	02:30 PM	<DIR>	.
12/07/2007	02:30 PM	<DIR>	2JJ3.con
12/07/2007	02:30 PM		234,086 2JJ3.rdo

To import an RDO file

1. Click **Import RDO**  on the toolbar

– or –

On the **File** menu, point to **Import File**, and then click **Paste**.

2. **Browse** to locate the RDO file, and then click **Open**.


RDO Import Options

Several options are available to control how RDO files are treated during the import process. Some controls affect the quality or speed of the import process, others determine how images and overlays are merged.

Category	Option	Description
Image Storage	Single Image Per File	Each page in the RDO is imported as a single image TIFF file
	Multi Image Per File	Pages are merged to create a single, multi-image TIFF.
	Import images using original RDO Tag Labels	A multi-image TIFF file is created for each section (tag-specified grouping of pages). The resulting file is named using the original RDO tag label.
Reduction Mode	Halftone	Imports images at the highest possible quality. Import speed is slower.
	Color on Color	Imports images at lower quality. Import speed is faster.
Image Import Conditions	Merge Document with Overlays	Some pages can be comprised of more than one image (overlay). Setting this option will cause these overlays to be merged into a single image. Pages may be scaled or other processing may occur based on information contained in the RDO document file. While this will give you the most accurate representation of the RDO document, import speed will be slower.
	Skip Document Rendering if No Overlays	Prevents UltraPrint from re-rendering base images if there are no overlays for a page.
	Import Documents Only	Only the main image in a page comprised of multiple images will be imported, overlay images are discarded. No other processing will occur. Import speed is fastest.
	Import Documents and Overlays Separately	All pages including overlays will be imported, however, overlays are not merged, but are imported as separate images.
Other Options	Display warnings during RDO Import	Select this option to display a warning message for each image that cannot be merged or other messages associated with the import process.

Category	Option	Description
	Use the XML data to build the Default DM9110 Template	During RDO document import, an XML file is created containing RDO document information like page exceptions. Select this option to use the XML file as a basis for creating a Custom Print template for the Kodak/Heidelberg DigiMaster 9110/E125/E150 printers.
	Specify RDO Import Directory	Select this option to cause UltraPrint to import an entire directory of RDO documents. UltraPrint will traverse all sub-directories in the specified directory.

To change GGX options

1. Click **Preferences**  on the toolbar.
2. Select the **RDO Import Options** tab.



TIP: Turn off **Display warnings during RDO Import** to automate the import process when multiple RDO files are selected for import or when the **Specify RDO Import Directory** option is selected.

See Also: [Working With RDO Files](#) ⁷⁴

Importing and Editing the Map File

A map file contains information about paper types contained in the paper catalog of a Kodak/Heidelberg DigiMaster 9110/E125/E150 printer.

During the import process, page exceptions found in an RDO are mapped to media descriptions found in the map file. An Extensible Markup Language (XML) job ticket is written and used to create a [job template](#) ⁵⁶, mirroring page exceptions and other specific print settings found in the original RDO.

Page exceptions that do not match an entry in the map file are declared **UNDEFINED** and added to the end of the map file. Undefined page exceptions list the original exception attributes such as page size, stock, weight, etc. and can be resolved by editing the map file matching the undefined exception to any media listed in the file.

To import the map file

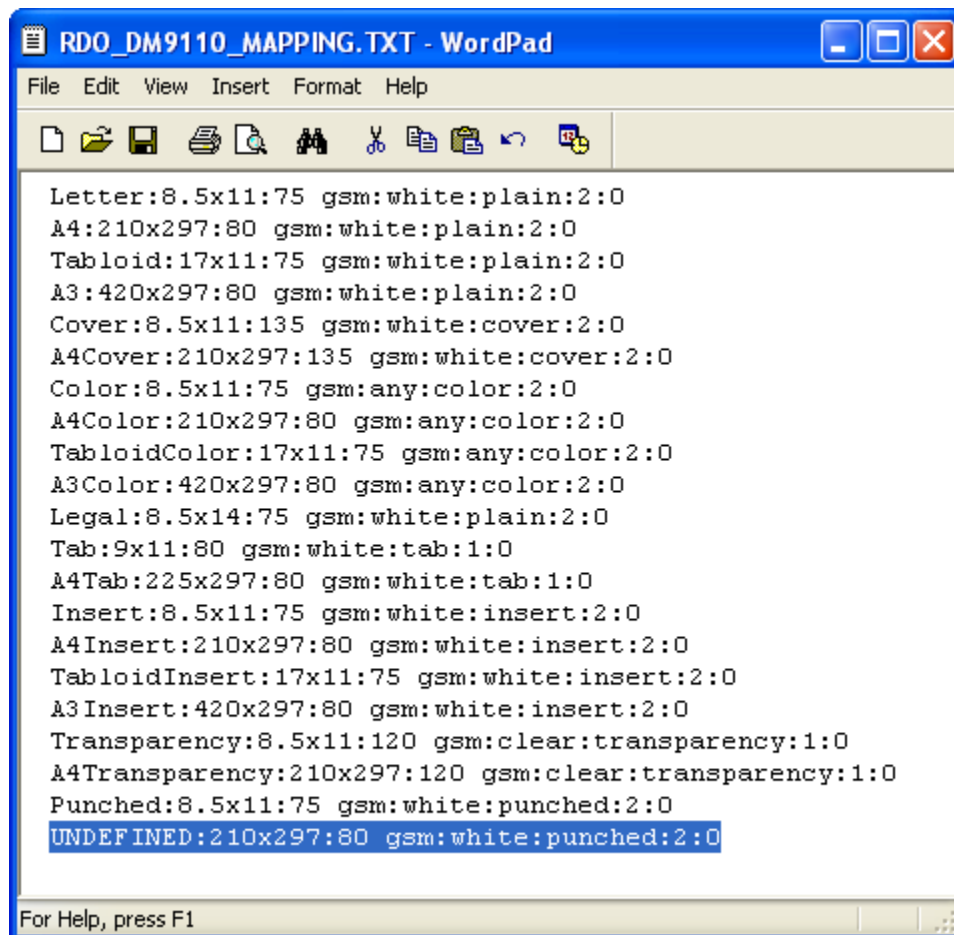
1. Click the **Import Map File** button.
2. From the **Look in** list, select the drive, folder, or Internet location that contains the file you want to open.
3. Select the file, and then click **Open**.



TIP: Paper catalogs are named using the following convention: `def_media_catalog.mc[1..9]`. Paper catalogs can be found in `C:\Program Files\Alto Imaging Common\Templates\9110\` after [Custom Print](#) ¹⁷ has been configured.

Resolving Undefined Page Exceptions

Unless resolved, undefined page exceptions are printed using the default media or paper. Resolving undefined page exceptions lets you match the original page exception to an existing media description available in the paper catalog.



To edit the map file

1. Click the **Edit Mapping File** button. The map file opens in the default editor.
2. Change the name `UNDEFINED` to an existing media name listed in the map file.



TIP: Deleting a Custom Print template will cause the RDO page exceptions to be 're-mapped' to paper types found in the map file. This is handy if you edit the map file and want to refresh the Custom Print template.

3.11 Keyboard Shortcuts

Open Book	CTRL+O
Save Book	CTRL+S
Print	CTRL+P
Cut	CTRL+X
Copy	CTRL+C
Paste	CTRL+V
Delete	DEL
Add Pages	CTRL+A
Remove Pages	CTRL+R or DEL

Getting Help

4 Getting Help

There are many sources of support available to ensure your experience with UltraPrint is an enjoyable one. Here are several ways to obtain the help you need.

Microsoft Windows Documentation

Refer to the documentation provided by the computer manufacturer or with the operating system.

Scanner Documentation

Your scanner documentation provides complete information about the hardware.

Alto Imaging Technologies Resellers

Your local reseller (the one that helped you choose your UltraWare system) may be best equipped to help you. Your vendor has specially trained staff available to answer questions.

Online

- Web site: <http://www.altoimaging.com/>
- Knowledge Base: <http://www.altoimaging.com/kb>
- Support Request:
<http://www.altoimaging.com/AltoWeb/ProductSupport/Support/Support.html>

Customer Service

Monday through Friday, 8:00 am to 5:00 pm, Central Standard Time. You can reach us by telephone at (251) 343-9339 (US)

If you do call for assistance, have the following information ready so our Customer Support Representatives can help you more quickly.

- Your phone number, fax number, email and shipping addresses
- A description of the problem
- The version of the Alto Imaging application you're using (from the Help menu choose the About command)
- The computer model, scanner, printer and any firmware version information you have
- The type and version of operating system you're using
- The amount of memory installed on your PC and printer



IMAGING TECHNOLOGIES INC.

3090 Dauphin Square Connector
Mobile, AL 36607
251.343.9339 Tel.
251.343.4119 Fax.