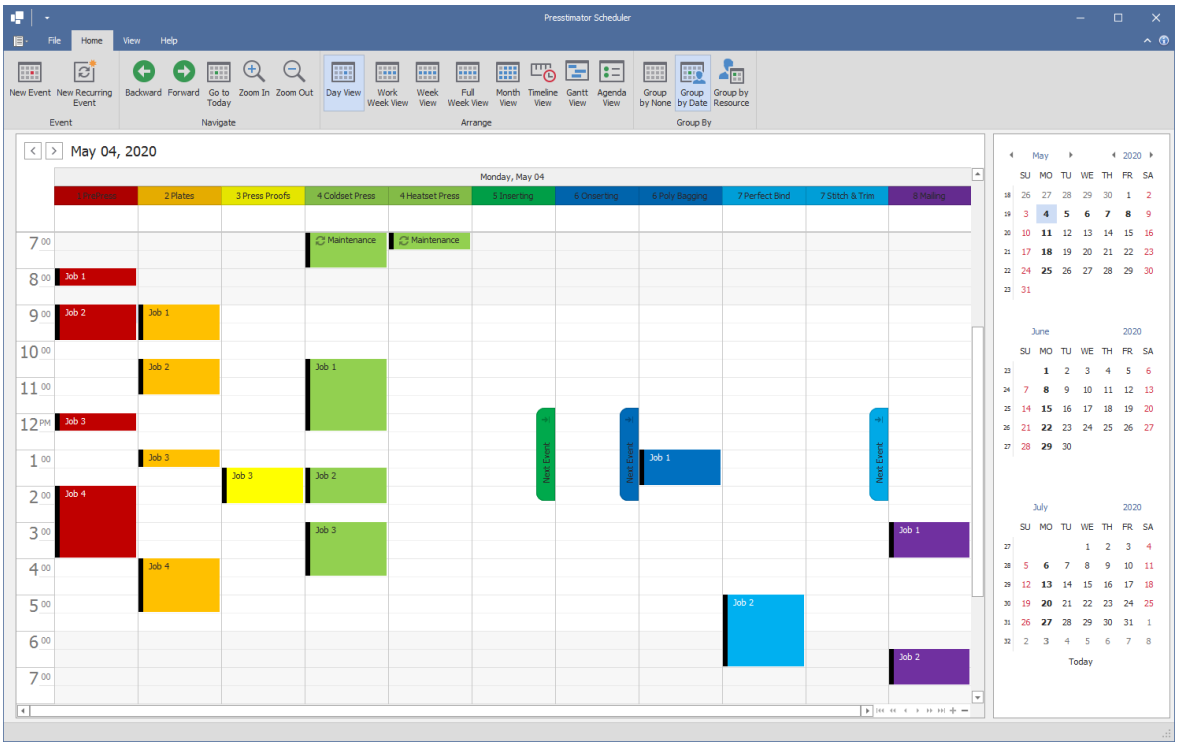
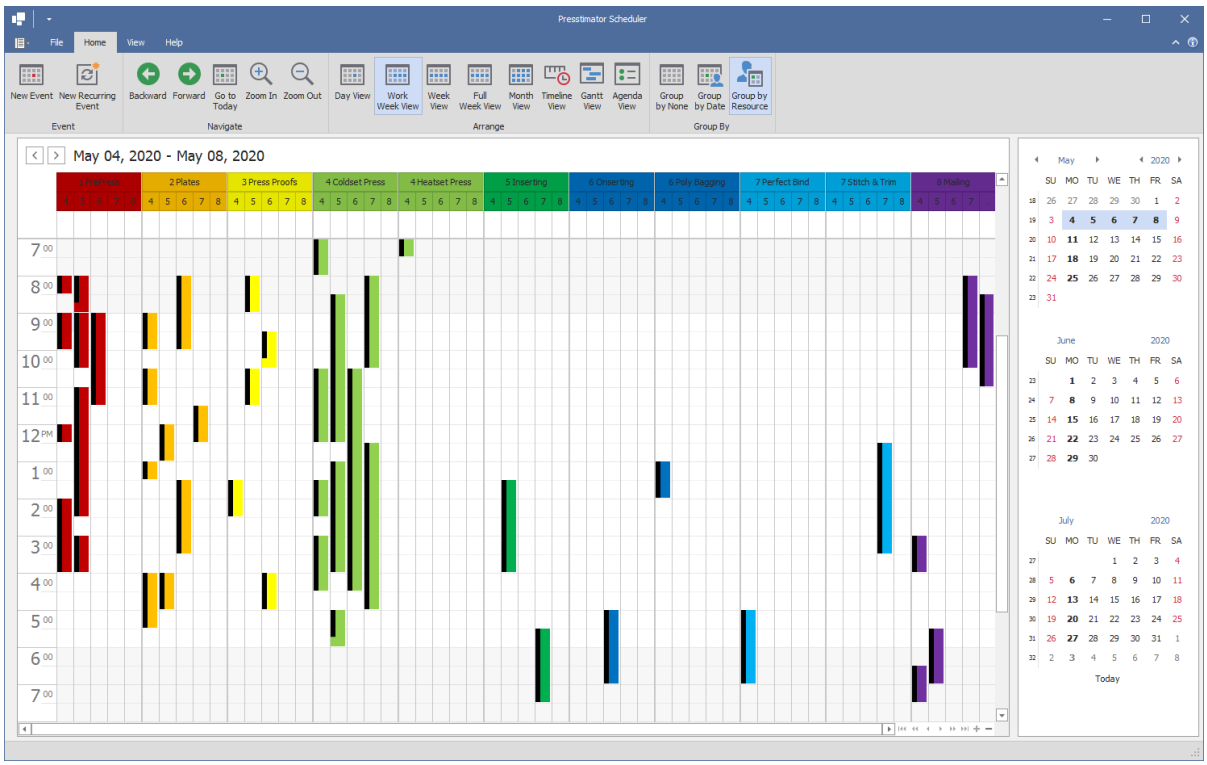
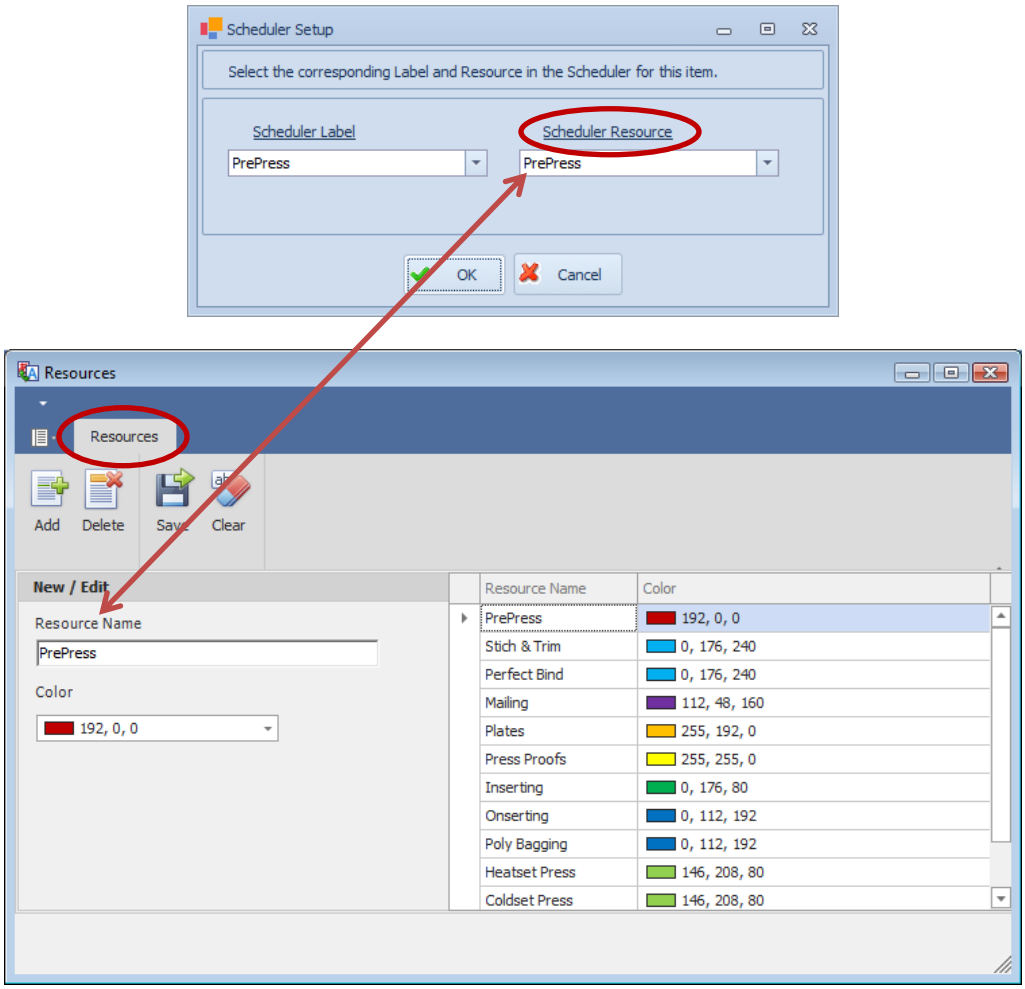
Scheduling

Send job information from a Presstimator Quote directly to the Scheduler for prepress, plates, proofing, press, inserting, bindery, finishing and mailing processes. The Presstimator automatically calculates the amount of time required for each process in a job and estimated times directly are sent to the Scheduler. Several views of the scheduled events are available: Month, Week, Work Week, Day, Timeline, Agenda, Gantt, Grouped by Resource and each has full Reporting capabilities. The colored events displayed in the daily and weekly scheduling views shown here are associated with “Labels” (Press, Plates, Proofing, Bindery, etc.), as described below.





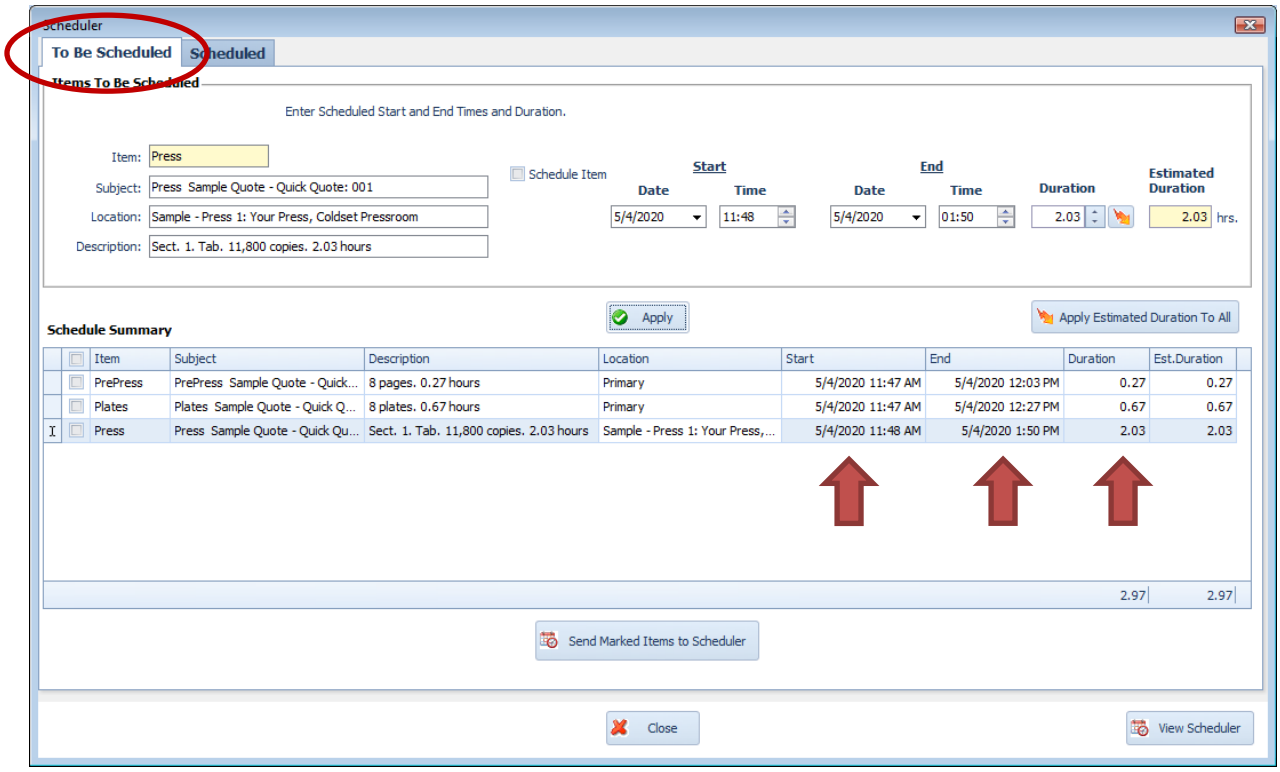
Select which processes in the Presstimator you wish to send to the scheduler. In the Presstimator Shop Settings, each piece of equipment can be assigned to a separate Resource to help with scheduling.



Customizable Resources, Labels and Statuses along with colors can be selected for each process.

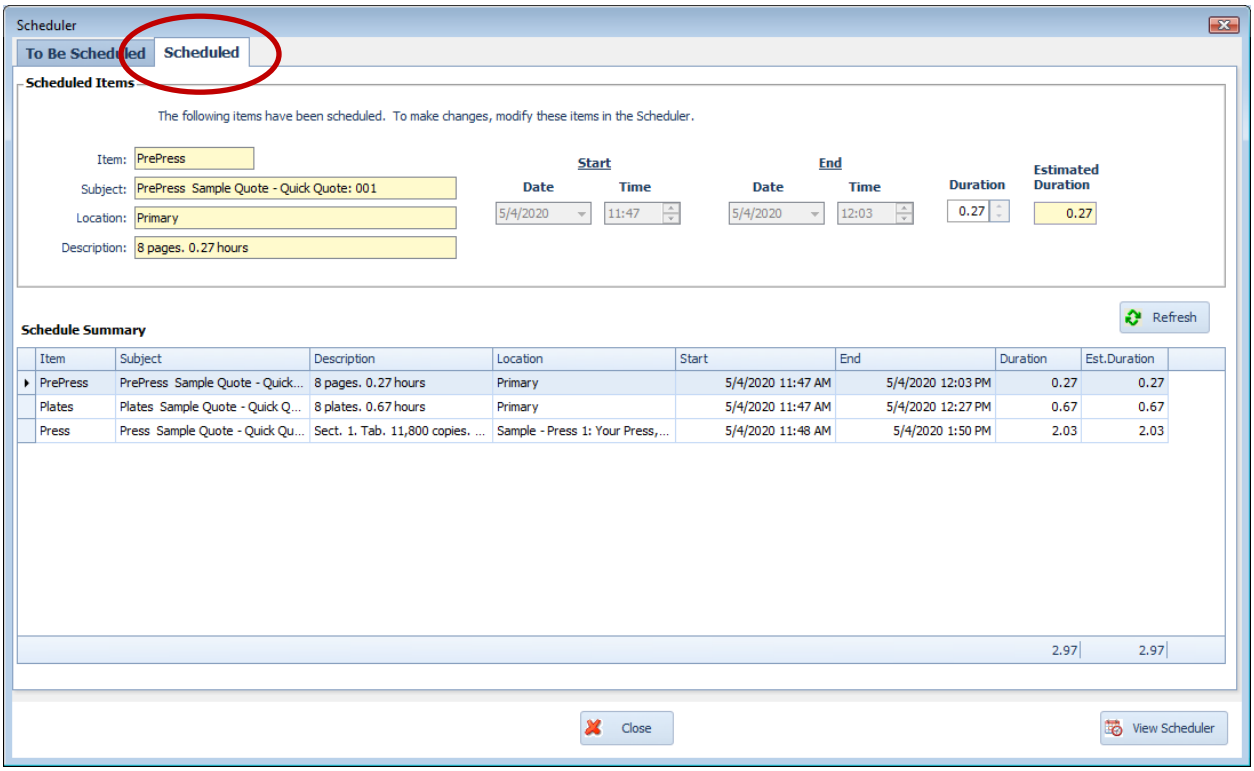
Once the Scheduler Labels and Resources are set throughout the Presstimator Shop Settings, sending events to the Scheduler is simple. As usual, the Presstimator automatically calculates all of the time required for each process throughout a job. These calculated times are used to schedule events to be sent to the scheduler.

The Presstimator will generate a list of all processes required in the job with all the information, defaults and estimated times already calculated and ready to be sent to the Scheduler.

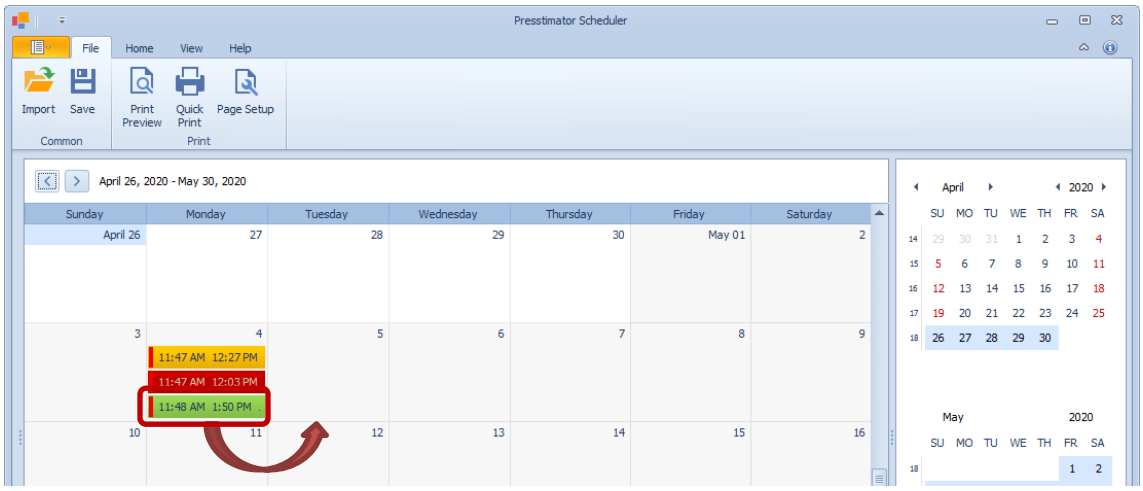


Click the "Send Marked Items to Scheduler" button to send all of the marked items, with the correct Duration times, to the Scheduler. The Label, Resource and Status that has been assigned to each process will be exported as well.

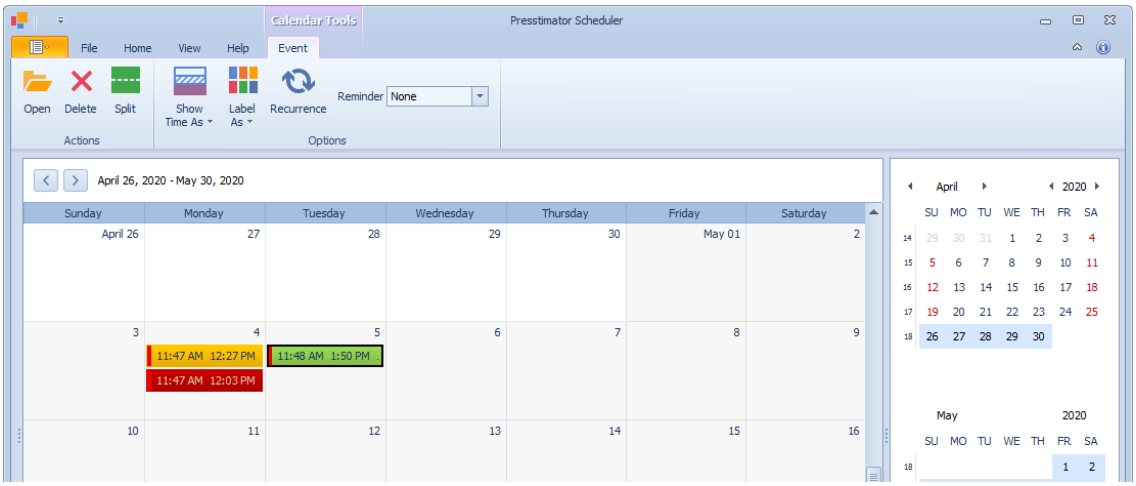
Once items are sent to the Scheduler, they will be displayed on the Scheduled Tab.



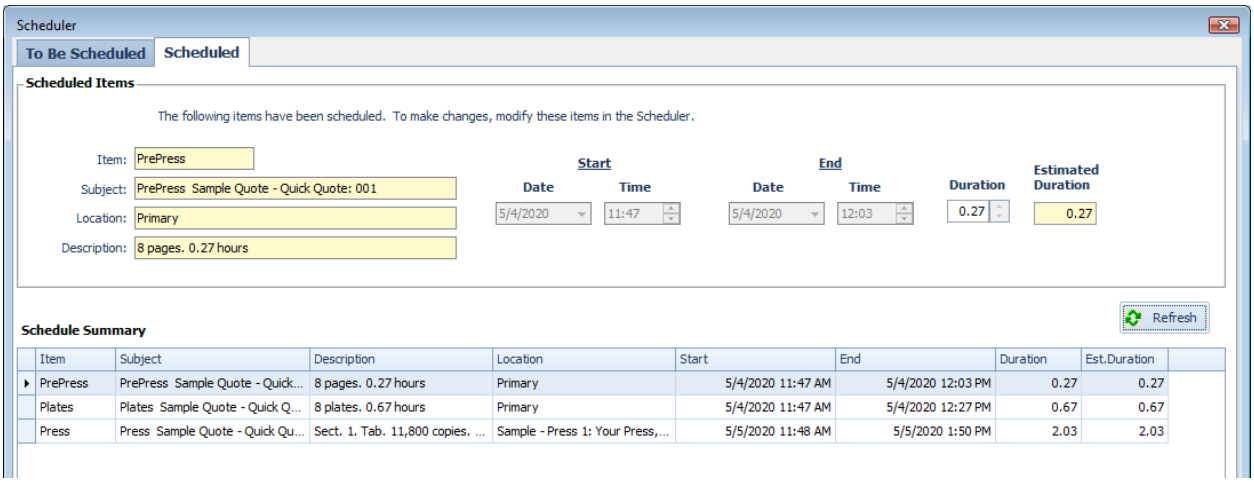
Within the Scheduler, if you want to move any event to a different day, you can simply Drag-and-Drop the item. For example, we can click and drag the Press event displayed in the Scheduler (green item) to another day.



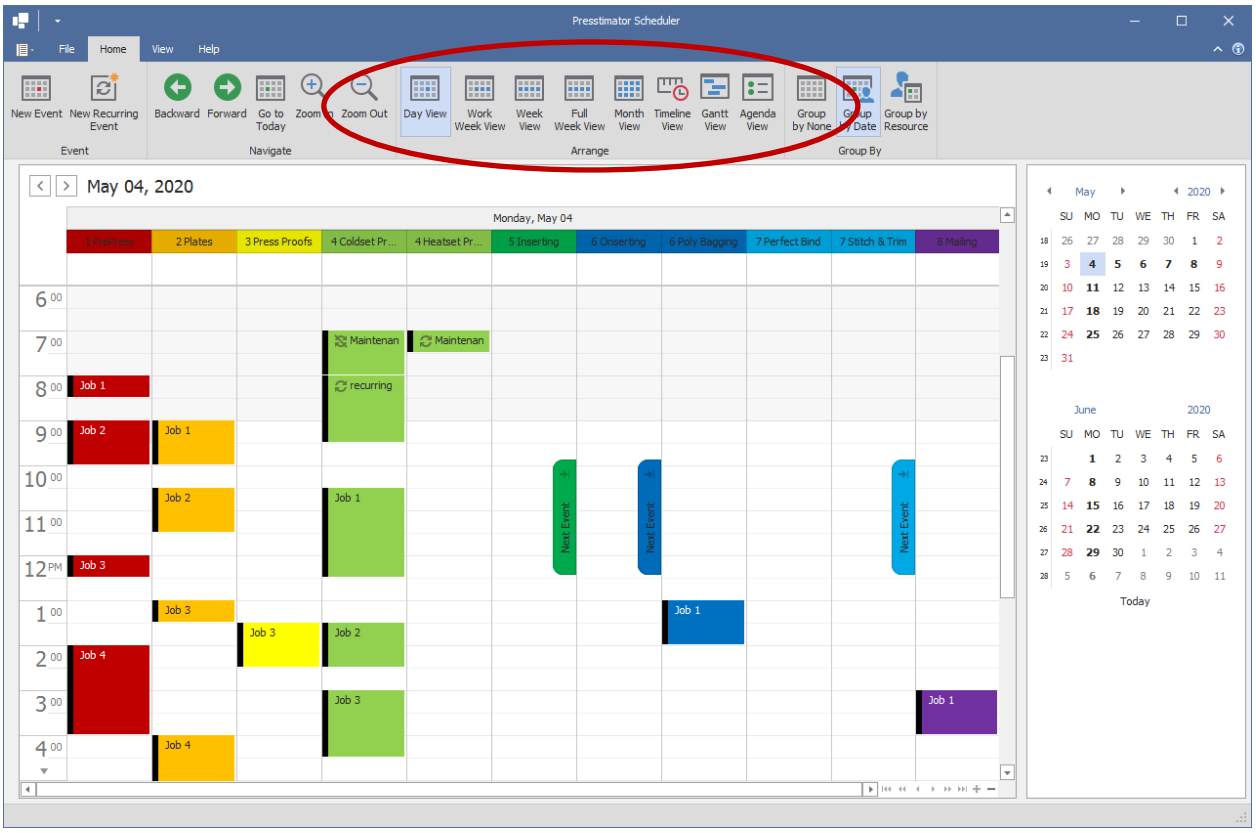
The Press event is now one day later than the other two events (PrePress and Plates).



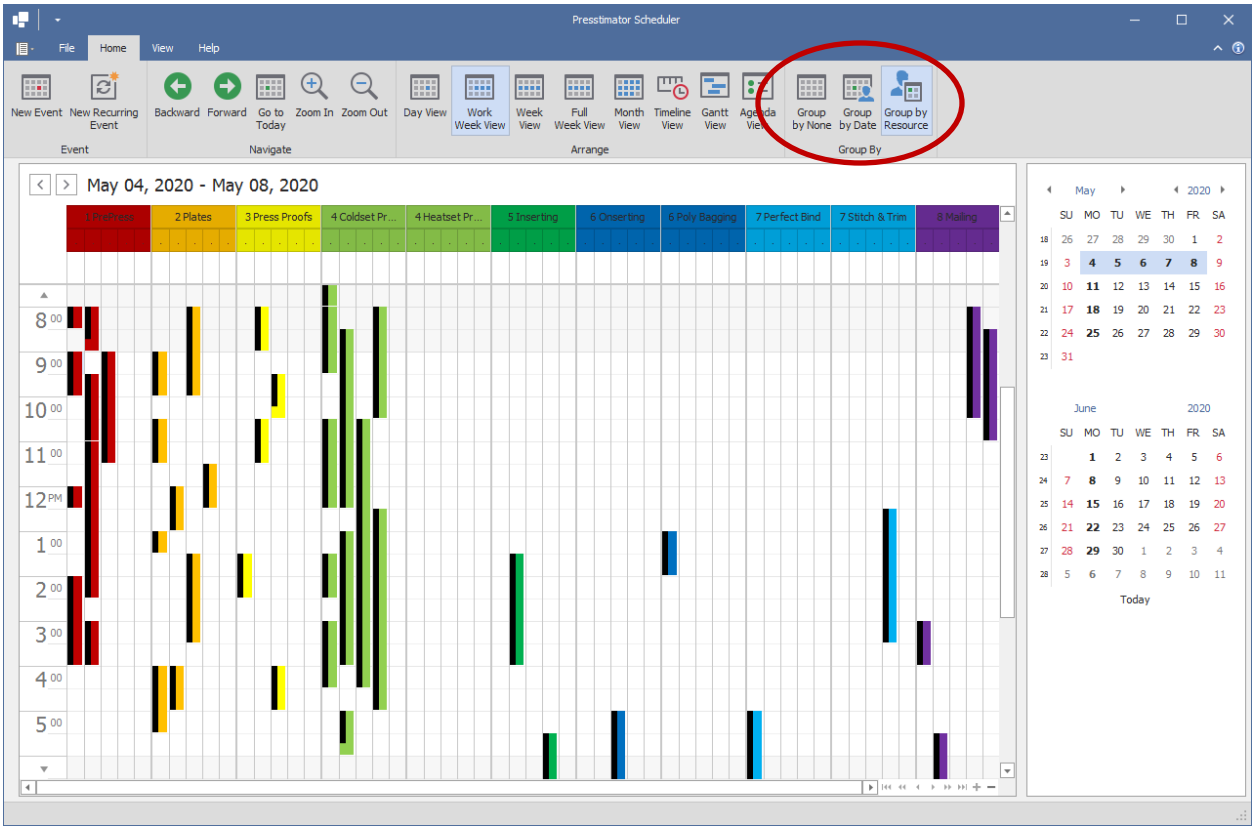
The Presstimator will always display the updated information from the Scheduler.



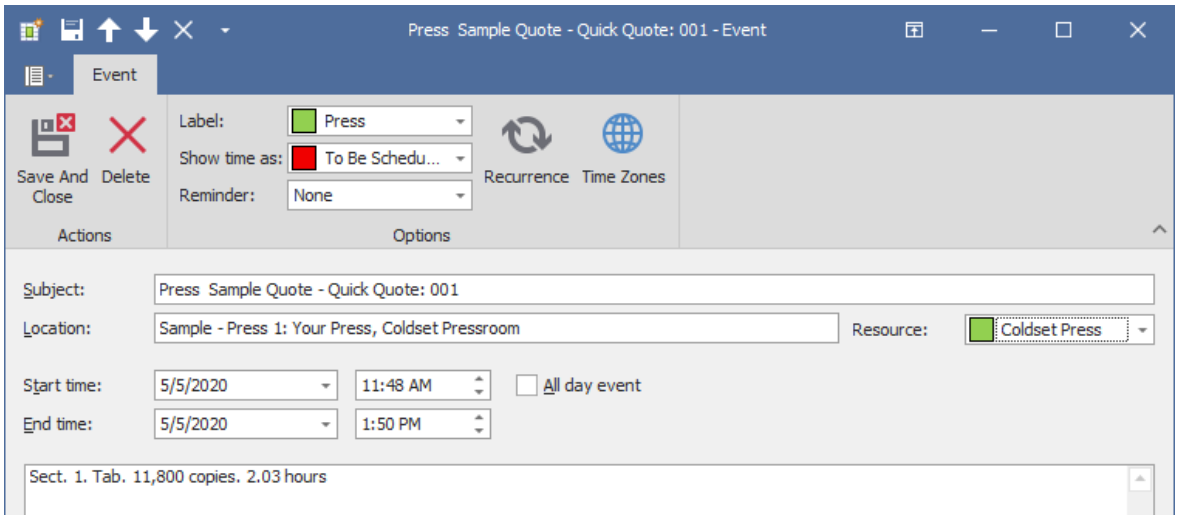
On the Home menu in the Scheduler, you can change to different views to see all of the scheduled events.



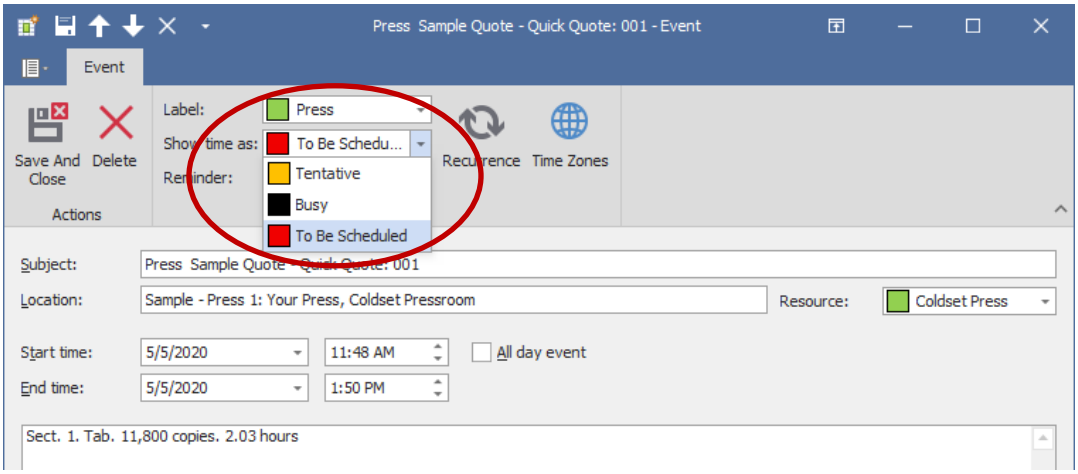
You can change the Group selection to group the display by Resources.



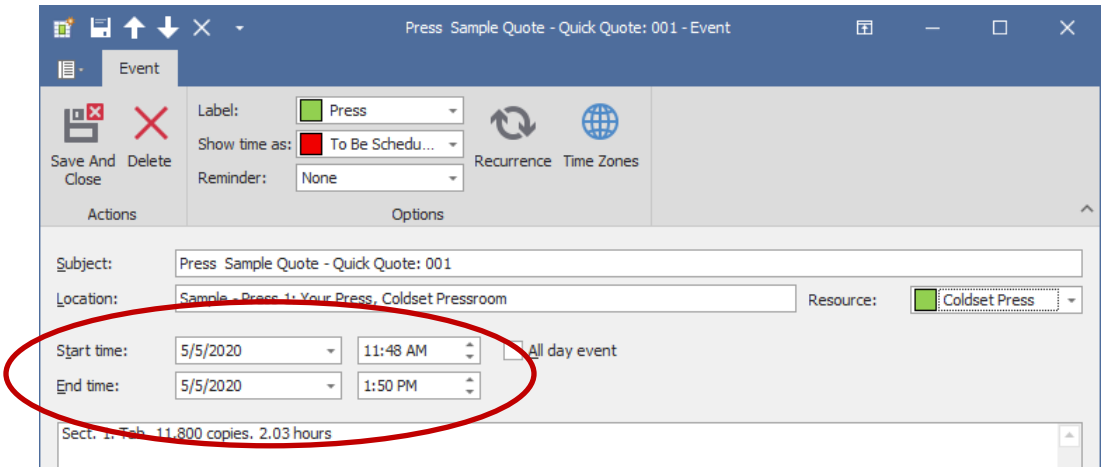
At a glance, you can see the progress of a job as set by the Scheduler for instant status of the job. From within the Scheduler, double-click to open an event to modify any of the information.



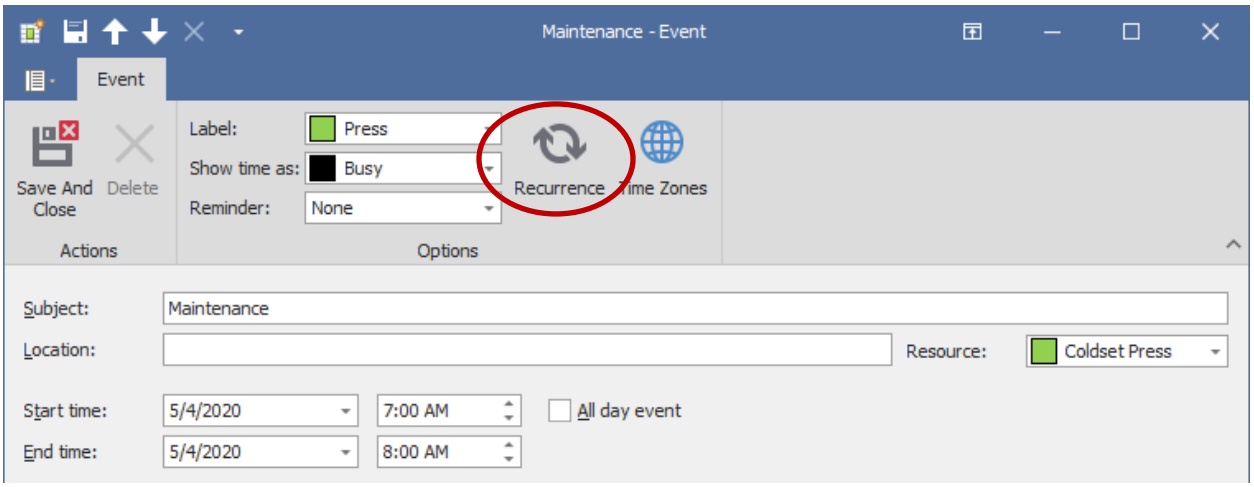
Make any necessary changes and click the Save And Close button to have the changes updated in the Presstimator.



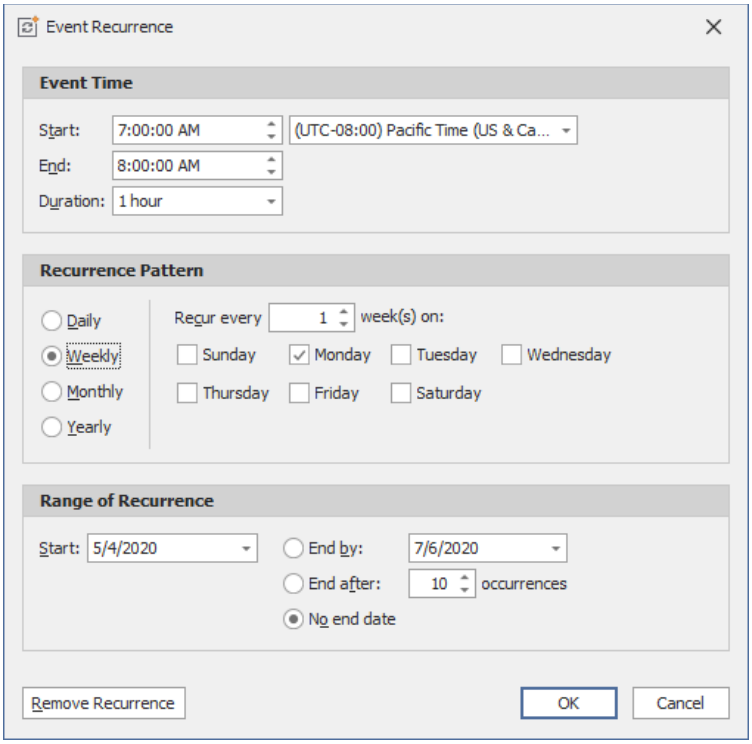
Modify the Start and End times from the editors or use drag-and-drop from the Calendar directly.



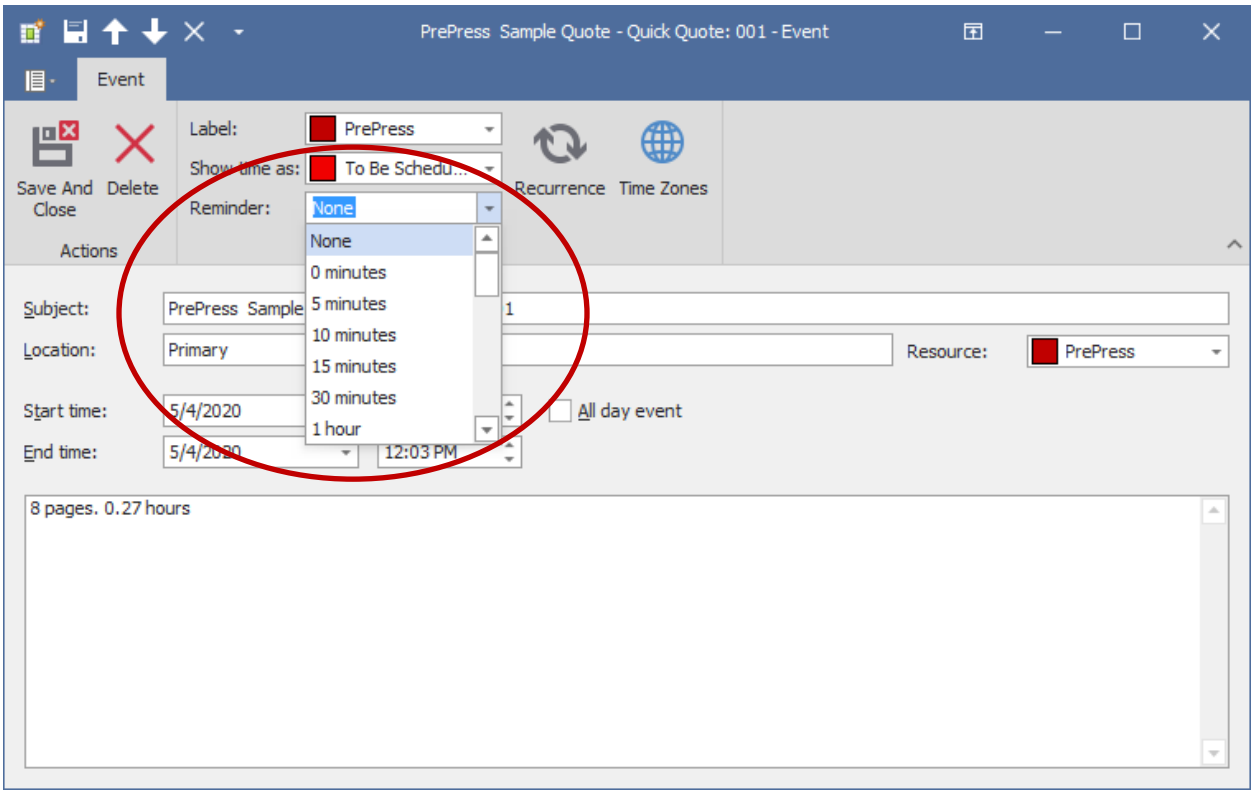
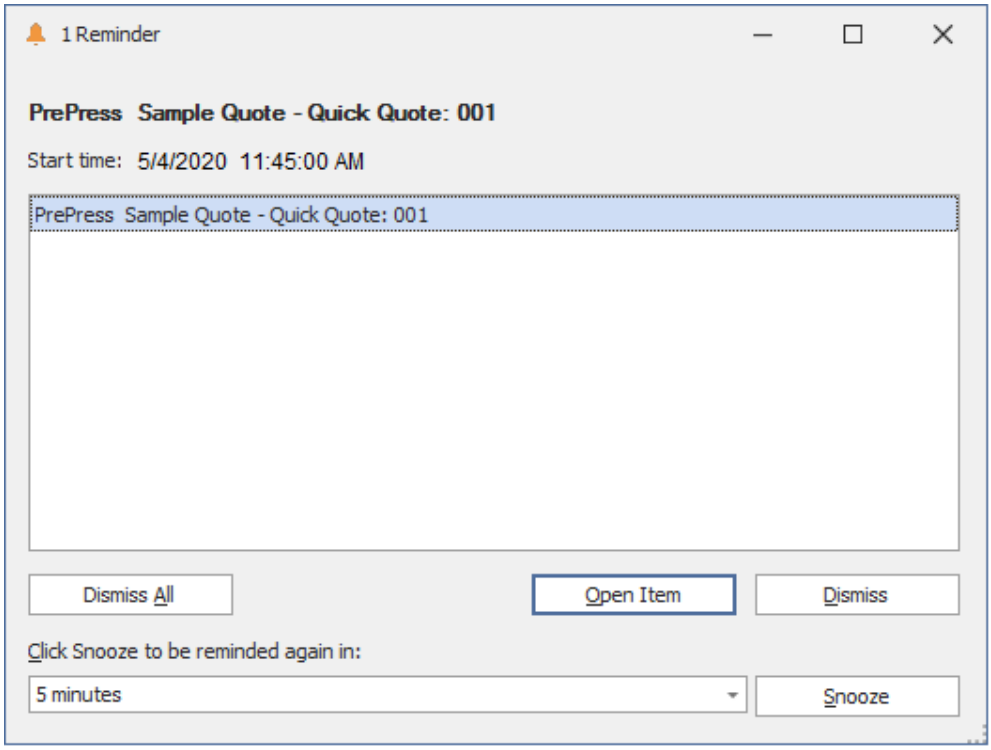
Create recurring events in the Scheduler. Click on the Recurrence button to set up the recurring pattern for when this maintenance will occur.



On the Recurring screen, you can set the time, duration, pattern and frequency of the event.



A Reminder can also be set for any event to get an Alert when an event hits a specified time. Simply click the Reminder dropdown and select the alert time and then Save And Close to save the event.



When the reminder time is reached, an Alert will be displayed to inform you of the event.