

# Fiery Command WorkStation

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# Fiery Command WorkStation overview

Fiery Command WorkStation is the print job management interface for Fiery servers.

With Fiery Command WorkStation, you can connect to multiple Fiery servers and then manage jobs from a single location. The intuitive interface makes complex tasks simple for Operators and Administrators, regardless of the number or types of jobs you process.

Job Center is an integrated feature of Fiery Command WorkStation that includes tools to search for jobs, preview jobs, assign workflows, and manage printing.

You can use Fiery Command WorkStation tools to do the following tasks:

- Import and preview jobs
- View information about Fiery servers
- Specify print options
- View and modify custom workflows
- Manage prepress job workflows
- Use Fiery applications such as imposition software and makeready applications for job preparation and assembly

A number of optional features are available on Fiery servers and all are documented in the user documentation for your Fiery server. However, optional features only display in Fiery Command WorkStation if they are supported by the connected Fiery server; for example, Sample Print.

#### The Fiery Command WorkStation workspace

The main window provides a summary of activity that is occurring either on all of the connected Fiery servers or on a selected server, and provides access to features.

To get started with adding a Fiery server to Fiery Command WorkStation, see Adding and connecting a Fiery server on page 8.

**Note:** The content displayed varies for each Fiery server. The list below provides a general description. For specific information, see the Fiery Command WorkStation help for your Fiery server accessed from the Job Center Help menu.

The Fiery Command WorkStation main window includes the following areas:

- Main menus: provides access to commands.
- Sidebar: displays button navigation for the following screens (from the top, below the Fiery logo): Home, Job Center, and Apps and Resources.
  - Home: You can view a high-level status overview of your connected Fiery servers and a snapshot of print production statistics over the last week.
  - Job Center: You can view and manage jobs sent to the connected Fiery server.
    - Servers: displays a list of job queues or job status. Some Fiery servers display available media and consumables. The display for each Fiery server can be collapsed to view additional servers.
    - Job Status: displays the status of jobs that are currently processing and printing. To manage these jobs, click the Processing or Printing queue in the server list.
    - Job Preview: displays the job content (thumbnail) of a processed job.
    - Job Summary: provides job information for the selected job, including the job name or title, number of pages or sheets, and number of copies. Other information, such as the time of spooling or processing, media used, preflight or job verification, is displayed according to the selected Fiery server. You can edit some of the job property fields by clicking the pencil icon.
    - Job List: displays the list of jobs and a toolbar of available job actions. Right-click a job to get a complete list of job actions.
  - Apps and Resources: provides access to all installed Fiery applications with a single click, and view other applications and resources for the Fiery server. You can also access free software trials and downloads, as supported for the selected Fiery server.

Note: An internet connection is required to view the list of available Apps and Resources.

## Job Center

The Fiery Command WorkStation Job Center is a centralized location where you can view and manage jobs sent to the connected Fiery server. Job Center includes the Printing and Processing queues and lists of held, printed, and archived jobs.

In Job Center, you can do the following:

- Search for jobs, view job properties, and preview jobs across all Fiery servers. A toolbar provides access to different functions.
- Assign workflows and manage jobs
- Use custom views of the job list for efficient job management
- View the status of all Fiery servers
- View information on printers
- Preview jobs
- Edit properties in the Job Summary pane

- Drag and drop jobs from the desktop to Fiery Command WorkStation
- Access the Help for your Fiery server

#### Status of processing and printing jobs

At the top of Job Center, the Processing pane and Printing pane (blue rectangles) show the progress of jobs that are processing and printing, respectively. You can drag and drop jobs to the Processing and Printing panes.

If your Fiery server supports HyperRIP mode, additional status is available. When a job is being processed in page parallel mode (single job mode), the progress bar in the Processing pane of Job Center is divided into sections, representing the progress of each processor currently in use. For job parallel mode (multiple jobs mode), the Processing queue under the job status column additionally displays inline progress bars for each currently processing job.

# Adding and connecting a Fiery server

### Access levels

You can log on as Administrator, Operator, or any user to whom the Administrator has given access. Administrators can set passwords for each type of user.

- Administrator Has full access to all Fiery Command WorkStation and Fiery server functions. An Administrator password is required.
- **Operator** Has access to all Job Center functions. An Operator password is required. Additional privileges can be granted to the Operator group in Configure > User Accounts.
- User name Users can log in with their own user names, as long as the Administrator has already added the user to the Operators or Administrators group using Configure. The Administrator creates users and assigns them to groups, and assigns privileges (such as guest privileges or creating server presets) to the groups.

For more information about setting access levels, see the user documentation for your Fiery server.

#### Connecting to a Fiery server

To use Fiery Command WorkStation, you must connect to a Fiery server.

The Servers list of Fiery Command WorkStation manages access to any available Fiery server. You can choose to add (and connect to), remove, and disconnect from, a Fiery server.

You can search for a Fiery server by entering the server name or IP address in the dialog box. After the server connection is made and authenticated, the IP address switches to the Fiery server name in the Servers list. Fiery Command WorkStation can be connected to more than one Fiery server at a time.

#### Add and connect to a Fiery server

You can add, connect to, and reconnect to a Fiery server.

Before you add a Fiery server, you need its server name or IP address.

If you do not have the server name or the IP address, you can use search to find any available Fiery server on the network. See Search for an available Fiery server on page 9.

1 Click the plus sign in the Servers list or in the Home screen. Type the IP address or server name for the Fiery server and then click Add.

**2** Select the user from the User list, and type the appropriate password.

In addition to the default user names of Administrator and Operator, users can log in with their own user names if the network administrator has assigned them as a member of one of the groups.

- **3** Click Login.
- 4 If you previously connected to a Fiery server in the Servers list, select the Fiery server and click Connect.

#### Search for an available Fiery server

If you do not know the server name or IP address of a Fiery server, you can search your local area network for a Fiery server. You can either search within the subnet that contains the local computer, or search within a specific subnet or IP address range.

- 1 Click the plus sign in the Servers list.
- 2 If the Add Fiery Server dialog box does not display the results of an automatic search of the local subnet, or if you do not have a server name or IP address, click Advanced Search.
- **3** Do one of the following:
  - To search for Fiery servers within a specific IP address range, select IP Range from the Search drop-down menu.
    - Enter the start of the IP address range in From. To include the beginning of an octet, enter 0. For example, 10.100.10.0.
    - Enter the end of the IP address range in To. To include through the end of an octet, enter 255. For example, 10.100.10.255.
  - To search for Fiery servers within a specific subnet range, select Subnet from the Search drop-down menu.
    - Enter the Subnet Address to indicate the subnet range to include. Enter 0 in the octets where any number is acceptable. For example, 10.100.10.0 will find 10.100.10.1 through 10.100.10.255.
    - Enter the Subnet Mask to indicate any subnet ranges to exclude. Enter 0 in the octets where nothing is excluded. For example, 255.255.0 will exclude everything but the indicated subnet address in the first three octets, and will allow anything in the fourth octet (such as 10.100.10.30).
- 4 Click Go.

Any available Fiery server that matches the search criteria is shown. You can filter the search result list by typing a keyword into the Filter by keyword field.

5 Select the Fiery server from the results list and click OK and then Add to add it to the Servers list.

#### Log off the Fiery server

Logging off the Fiery server terminates the connection between the Fiery server and Fiery Command WorkStation.

1 Select a Fiery server from the Servers list.

- 2 Click the More icon beside the name of the Fiery server and select one of the following:
  - If you are logged in as administrator, click Logout "Administrator".
  - If you are logged in as operator, click Logout "Operator".

#### **View another Fiery server**

You can switch the view from one connected Fiery server to another in Fiery Command WorkStation.

• Click any Fiery server in the Servers list to switch views from one connected Fiery server to another.

#### **The Servers list**

The Servers list shows information about Fiery servers that are currently connected, or were connected, even if they are currently disconnected.

The Servers list is a "drop zone", which means that you can drag and drop files to the queues in the Servers list. The Servers list is designed so that information about connected printers is displayed immediately below the name of the Fiery server. You can expand an individual Fiery server by clicking the plus sign to the left of the Fiery server name. If you exit Fiery Command WorkStation, the Servers list is retained.

# Customizing Fiery Command WorkStation

### Set preferences for Fiery Command WorkStation

You can set preferences globally for Fiery Command WorkStation—for example, to reset the application settings to their original defaults.

- 1 To open the Preferences window:
  - On a Windows computer, click Edit > Preferences.
  - On a Mac OS computer, click Command WorkStation > Preferences.
- 2 Under General, specify any of these general setting preferences:
  - Updates Click Check now to open the Fiery Software Manager to check for a more recent version of Fiery Command WorkStation software and the Fiery workflow applications online.
  - Reset settings Click Reset to restore application settings to their original defaults.

**Note:** Fiery servers that have been added will be retained in the Servers list, along with their passwords.

- Clear data Click Clear data to clear saved passwords, for all users and all servers that Fiery Command WorkStation has saved passwords.
- Improvement program To help EFI improve the quality, reliability, and performance of the software by sending anonymous usage data but not your name, address, or any other personally identifiable information, click the relevant check box.
- **3** Under Region, specify any of these regional setting preferences:
  - Language Select the language you want to display Fiery Command WorkStation. By default, Fiery Command WorkStation uses the local operating system language, if the language is supported. If the language is not supported, Fiery Command WorkStation defaults to English.

**Note:** Changing the language of Fiery Command WorkStation will also apply to Fiery Hot Folders, and vice versa, if installed on the same client.

- Measurement units Specify the units of measurement used to display attributes, such as page sizes and custom sizes. This setting does not affect predefined page-size values.
- 4 Click OK to save and close the Preferences window.

## Expanding and collapsing panes

You can expand or collapse the Job Preview, Job Summary, as well as the individual servers in the Servers panes according to your workstation's needs.

#### Expand or collapse the Job Preview, Job Summary, and Servers panes

You can expand or collapse the panes.

- Do one of the following:
  - Click the arrow icon in the title bar of the pane to expand or collapse the window.
  - Click the plus sign or minus sign next to a server in the Servers list.

### Customize the toolbar

You can customize the toolbar in Job Center. You can also restore the default toolbar icons.

Some toolbar icons are available only if the Fiery server supports that tool.

- Right-click anywhere in the toolbar, and select Customize from the submenu that appears. Standard Set is the default set of toolbar icons.
- 2 In the Customize Toolbar window, add or remove toolbar icons by selecting a tool and clicking either Add or Remove.
- **3** Specify the order in which the toolbar icons should be shown by selecting an icon name and clicking either Up or Down.
- 4 Click Standard Set to return to the default toolbar icons.