



# How To Print, RIP & Hold and Cancel

GX Print Server for  
PrimeLink™

Version 1.0

# Overview

This exercise will demonstrate the ability to easily control jobs using the GX Print Server “Job Manager”. The user has the ability to quickly release a job to print. Also Process and hold a job before printing it so that tools such as the Raster Image Viewer can be used. And quickly cancel a job while it is printing so that last minute changes can be applied.

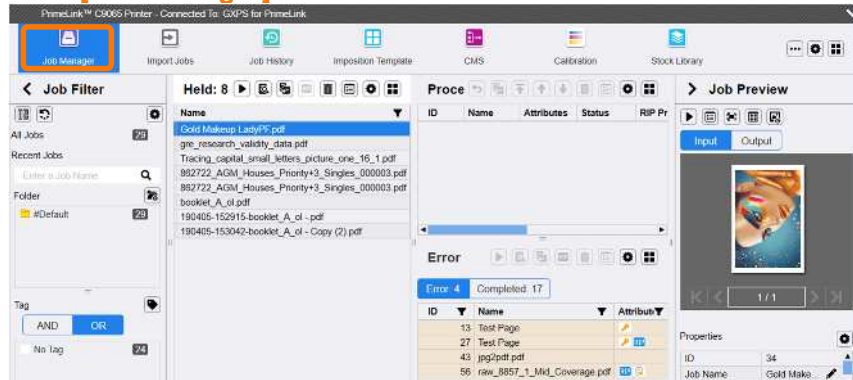
# Objective

By the end of this exercise users will be able to:

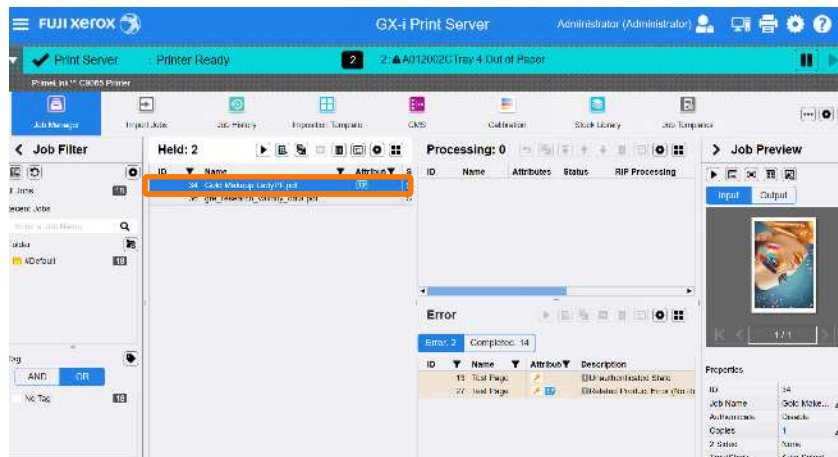
- Navigate to the location of the feature on the GX Print Server
- Release a job to Print using the GX Print Server “Job Manager”
- Rip and Hold a job using the GX Print Server “Job Manager”
- Cancel a print job using the GX Print Server “Job Manager”

# Print

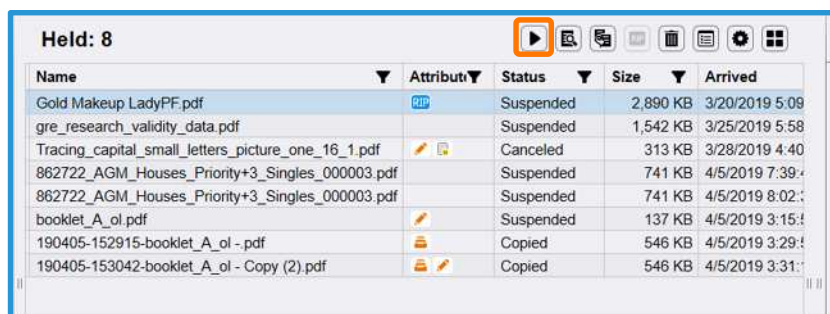
1. Select **[Job Manager]**.



2. Select the job to print.



3. Click  (Print).



4. The job is moved to Processing List and printed.

The screenshot displays the Fuji Xerox GX-i Print Server interface. At the top, it shows 'FUJI XEROX GX-i Print Server Administrator (Administrator)'. Below this, a status bar indicates 'Print Server Maintenance' with a '3' icon and a message: '1:0040252E6 No Tray (Error with 254 Seconds Left)'. The main interface is divided into several sections:

- Job Manager:** A table showing job status. The 'Held: 7' section lists jobs with columns for Name, Attributes, Status, and Size. The 'Processing: 1' section is highlighted with an orange box and shows a job with ID 34, Name 'Cold Makeup LadyFF.pdf', Status 'Generating Raster', and a progress bar for 'RIP Processing'.
- Error Log:** A section titled 'Error' showing 'Error: 4' with 'Completed: 17'. It contains a table with columns for ID, Name, Attributes, and Description.

| ID | Name                   | Attributes | Status            | RIP Processing                   |
|----|------------------------|------------|-------------------|----------------------------------|
| 34 | Cold Makeup LadyFF.pdf |            | Generating Raster | <div style="width: 100%;"></div> |

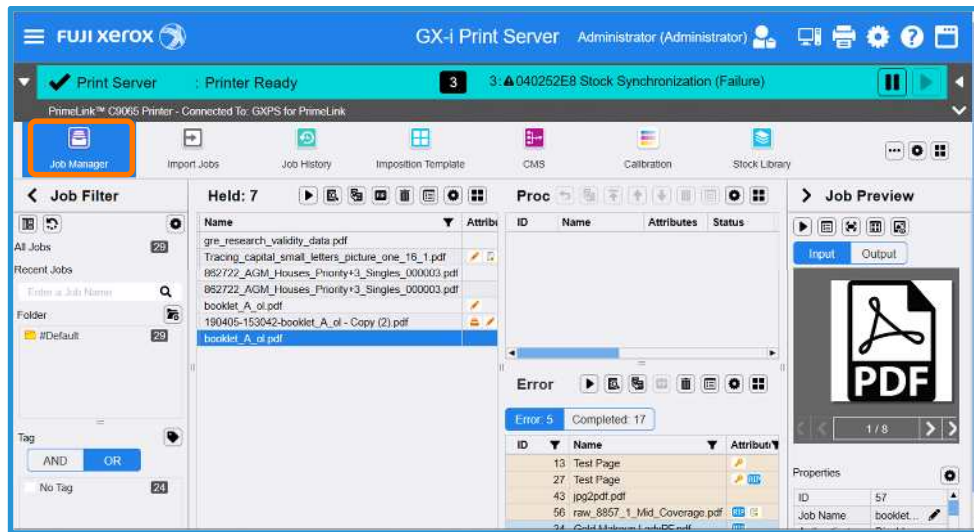
| ID | Name                        | Attributes | Description                  |
|----|-----------------------------|------------|------------------------------|
| 13 | Test Page                   |            | !! Unauthenticated State     |
| 27 | Test Page                   |            | !! Related Product Error (No |
| 43 | jpg2pdf.pdf                 |            | !! No Tray                   |
| 56 | raw_8857_1_Mid_Coverage.pdf |            | !! Tray 5 Out of Paper       |

You have now completed this exercise.

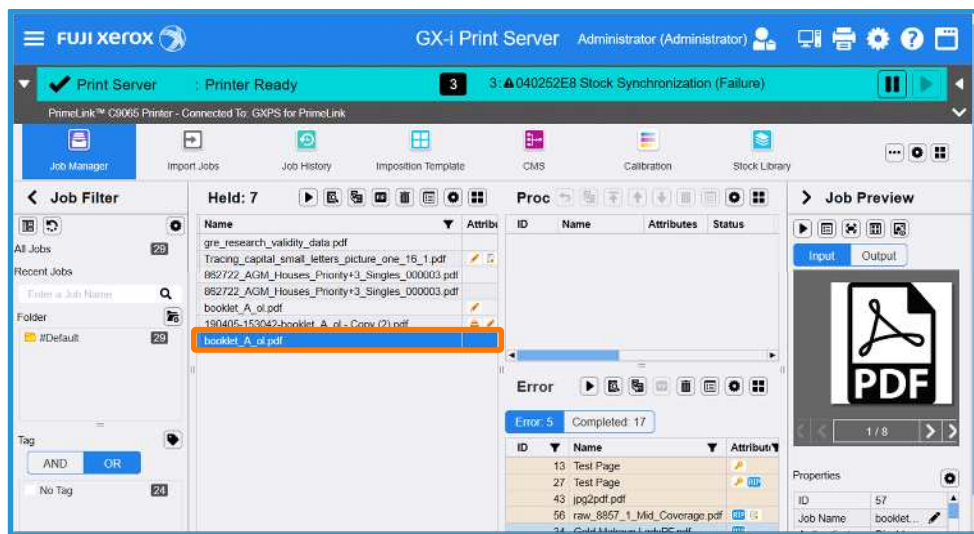
To practice the process of RIP and Hold please continue to the next exercise.

# RIP and Hold

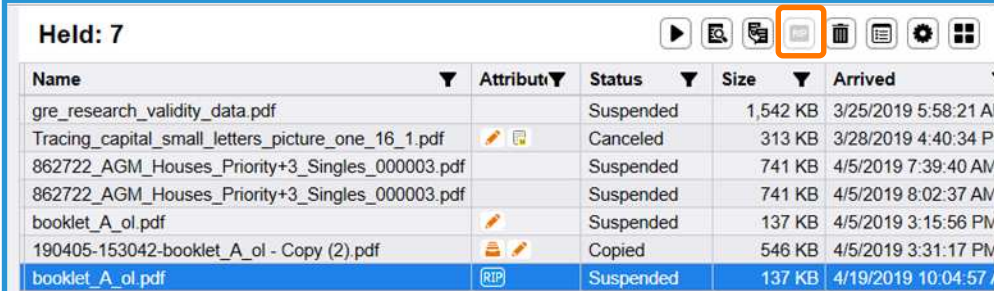
1. Select [Job Manager].



2. Select the job to RIP and Hold.

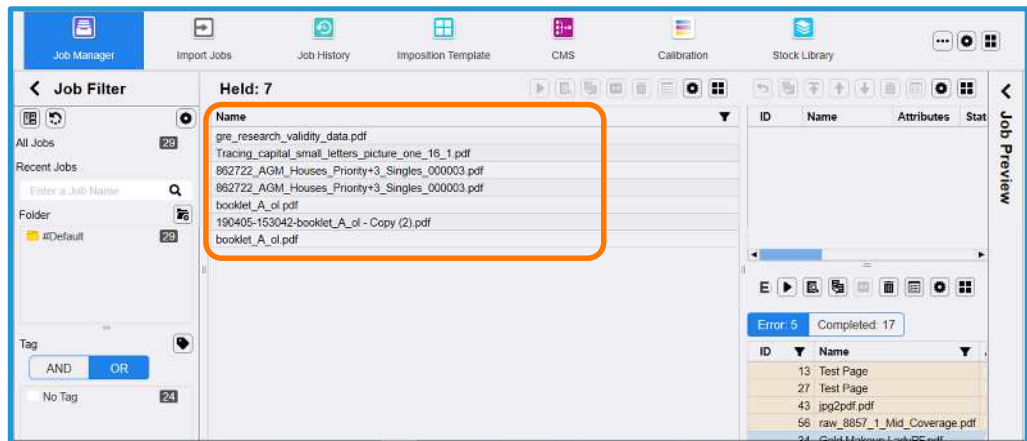


3. Click  (RIP and Hold).

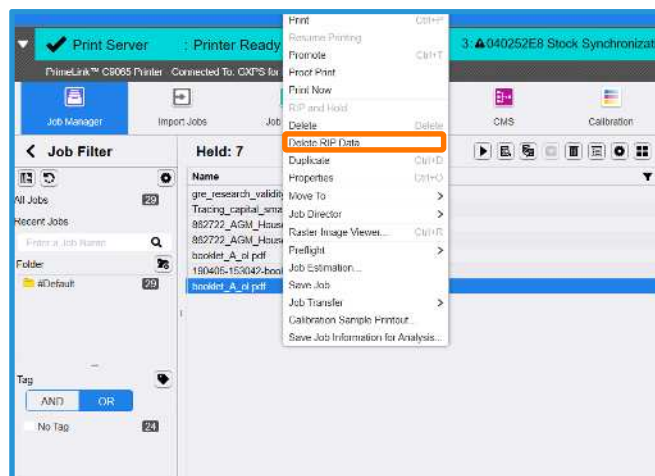


| Name   | Attributes | Status    | Size     | Arrived               |
|--|------------|-----------|----------|-----------------------|
| gre_research_validity_data.pdf                     |            | Suspended | 1,542 KB | 3/25/2019 5:58:21 AM  |
| Tracing_capital_small_letters_picture_one_16_1.pdf |            | Canceled  | 313 KB   | 3/28/2019 4:40:34 PM  |
| 862722_AGM_Houses_Priority+3_Singles_000003.pdf    |            | Suspended | 741 KB   | 4/5/2019 7:39:40 AM   |
| 862722_AGM_Houses_Priority+3_Singles_000003.pdf    |            | Suspended | 741 KB   | 4/5/2019 8:02:37 AM   |
| booklet_A_ol.pdf                                   |            | Suspended | 137 KB   | 4/5/2019 3:15:56 PM   |
| 190405-153042-booklet_A_ol - Copy (2).pdf          |            | Copied    | 546 KB   | 4/5/2019 3:31:17 PM   |
| booklet_A_ol.pdf                                   |            | Suspended | 137 KB   | 4/19/2019 10:04:57 AM |

- The job is moved to Processing List and processed. After processing, the job is returned to Held List with RIP Data icon.



To Delete RIP Data, please select [Delete RIP Data] in Right-click menu.

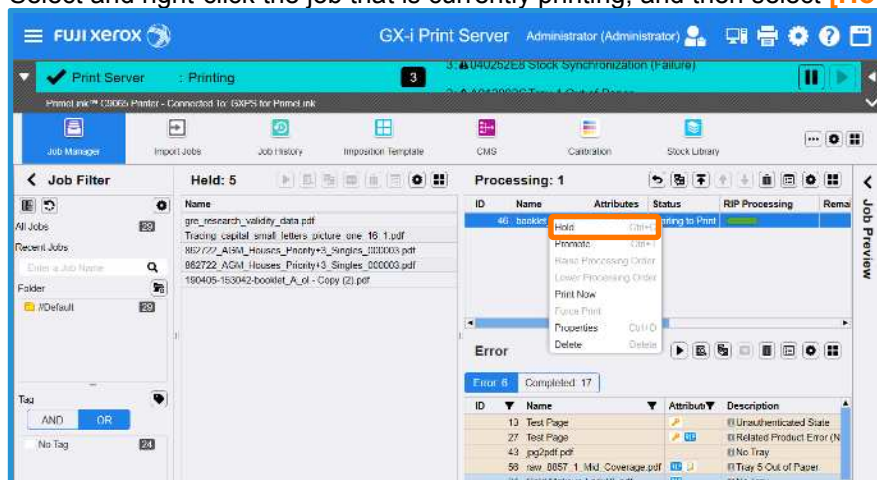


You have now completed this exercise.

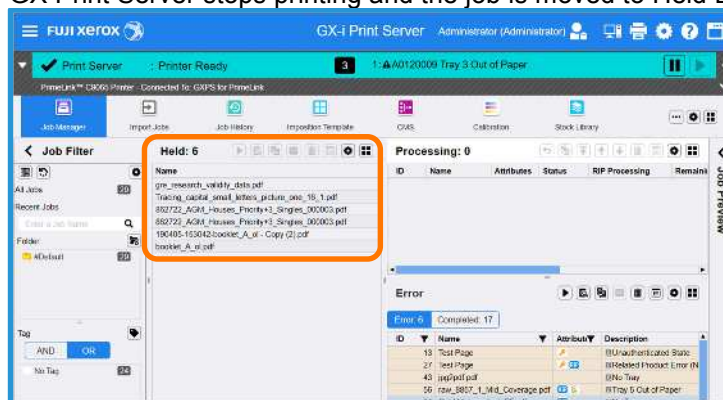
To practice the process of Cancelling a Print Job please continue to the next exercise.

# Cancel the Print Job

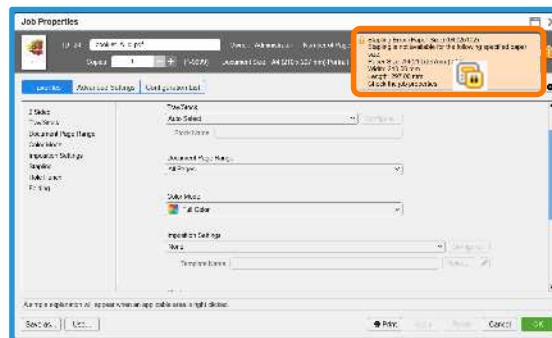
1. Select and right-click the job that is currently printing, and then select **[Hold]**.



2. GX Print Server stops printing and the job is moved to Held List.



When the job is canceled or halted by error, the icon is displayed. The number of printed copies and pages are displayed in the Job



Congratulations you have now completed this exercise.