

# How to Impose a booklet

## Revoria Flow PC11 for Revoria Press PC1120

Version 1.0

#### Overview

This exercise will demonstrate the ability to produce an imposed booklet using the Revoria Flow PC11 "Imposer" tool. This feature allows users to produce saddle stitched jobs and preview an onscreen example before the file is submitted to print.

#### Objective

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

- Import a job
- Launch Imposer
- Create an imposed Saddle Stitch layout
- Preview an example of the printed result
- Print the job with saddle stitch settings applied





### Impose Booklet

1. In the shortcut area, select Import Jobs.



2. Select the file to import and then click OK.

Import Jobs				۵×
Select File			T.== 0^	Select Folder
Desktop     Desktop     Desktop	Name     Name     Name     D     Solution		Folder Folder	Job Properties <ul> <li>Template</li> </ul>
∧ □ My Pictures ∧ □ C:		w VI _AMAZONS3.JPG	Folder JPG	Logical Printer      Ipr_print : TCP/IP (LPD) ~
	BBD_impo	ose_a_booklet.pdf ive.JPG	PDF JPG	Operation After Importing <ul> <li>Hold Jobs</li> </ul>
	FX-OneDr	ive.JPG _1_7-28-2021_BBD files.zip	JPG ZIP 1	RIP and Hold     Print     Restore State When Job Is Saved
	Xerox_Fre	eeFlowCore_Installationguide_en-us.p	odf PDF	Operation After Printing
File Name BBD_impose_a	booklet.pdf			Retain Raster
File Type Importable Files	(*.jbf;*.bbf;*.zip;*.ps;*.pdf;*.ep	xs;*.tif;*.jpg;*.vpc) ∨		Cancel

3. Right-click the imported job, select **Job Director**, then select **Imposer**.



In the next window, please ensure the **Page Number Display** button is selected instead of **Thumbnail Display**. So that the preview images will be shown as in the example below.

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4. In the Bind Method tab, from the Booklet feature, select Saddle Stitch.



- 5. From the Paper tab, apply the following settings.
  - a. In 'Output Sheet Settings', from the 'Size' drop down box, select A3.
  - b. In 'Layout', select Landscape.



- c. In 'Finishing Settings', from the 'Finish Size' drop down, select A4.
- d. In 'Orientation', select Portrait.



6. Click the Preview Finish icon to view an example of the printed result.



7. Click Close.

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#### 8. Click OK.



- 9. Double-click the job to open the Job Properties window.
- 10. Click **Output > Stapling/Hold Punch/Folding** and then from the 'Stapling' drop down menu, select **Saddle Stitch**.



Please ensure that all other properties such as the specific paper settings are correct before submitting the job to the processing queue.



11. Click OK. Right-click the job and select Print.

Congratulations you have now completed this exercise.



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