

# How-To:

## Create Auto Tabs with Fiery JobMaster



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## Feature Overview

The Auto Tabs feature creates tab sheets, places them in the right location and populates the tab ear content automatically by using bookmark links from PDF documents.

Auto Tabs is especially valuable for long documents that require well-defined chapters or sections, such as training manuals, reports or course packs.

## Customer Benefits

- Streamlines makeready and reduces errors that can happen during manual assembly of tab jobs.
- Reduces the time to prepare a tab job.

## Objectives of Exercise

- Convert pages to tabs based on the PDF bookmarks using Fiery JobMaster's Auto Tab feature.

## Additional Resources

If you would like to learn more about Fiery product features, EFI has created interactive online courses designed to enhance Fiery product knowledge and help increase performance. For a complete list of the online courses we offer, go to the [Fiery eLearning](http://w3.efi.com/Fiery/eLearning) web page.

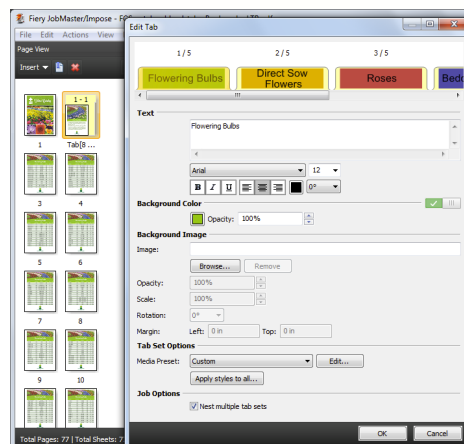
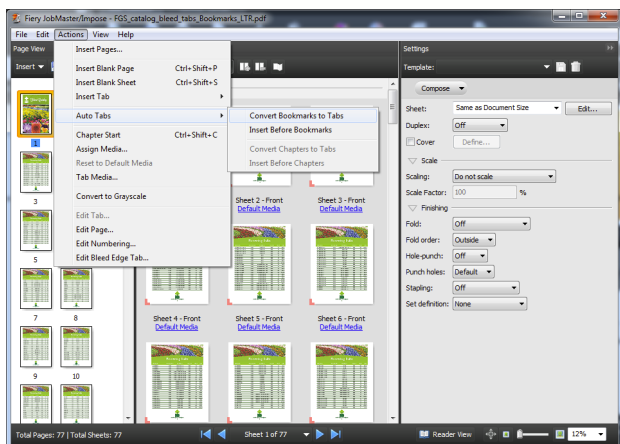
## Before you begin

- Have Fiery Command WorkStation 5.7 or above opened and connected to at least one Fiery Driven™ printers that supports Fiery JobMaster.
  - For the updated list of supported printers go to. <http://w3.efi.com/Fiery/Products/Workflow-Suite/Fiery-JobMaster/Specifications>
- Activate the Fiery JobMaster license on the Command WorkStation client.
- Place the sample file: **FGS\_catalog\_bookmarks\_LTR.pdf** or **FGS\_catalog\_bookmarks\_A4.pdf** in the Fiery Held queue. Drag and drop the file to the Command WorkStation Held queue or use the Command WorkStation Import menu option.



**Note:** Each output device will have different procedures for configuring and printing the finished document. Consult the user documentation for the copier and Fiery that will be used for this How-To Guide.

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## Converting PDF bookmarks to Auto Tabs

1. Select the file **FGS\_catalog\_bookmarks\_LTR.pdf** or **FGS\_catalog\_bookmarks\_A4.pdf** in the Held queue, right-click and select JobMaster.
2. In the JobMaster window, select the **Actions** menu, **Auto Tabs** and select **Convert Bookmarks to Tabs**.
3. When the **Edit Tab** window opens modify the tab text and background color.
4. Change the Font to **Arial** and the Font Size to **10**.
5. Select the **Apply style to all...** in the **Tab Set Options** section, uncheck all options except **Text styles** and click **Apply**. This will apply the same font and font size to all tabs.
6. Change the color on the tabs; you must first click on the **Disabled** button to enable the **Background Color** option and click on the color picker.
7. For this example, select the RGB sliders to specify the RGB values for each tab section color. Define the background color per the chart information below.

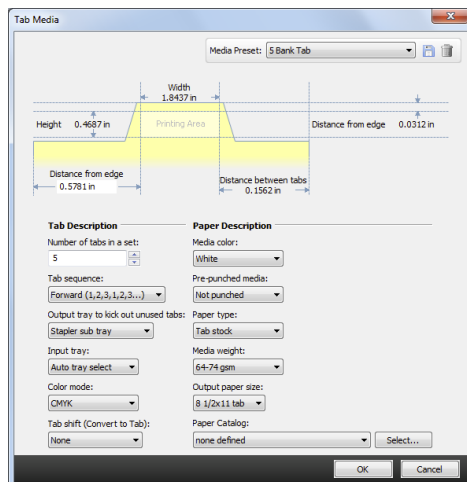
Tab Position	Tab Text	Background Color
Tab 1/5	Flower Bulbs	141 198 63
Tab 2/5	Direct Sow Flowers	230 174 51
Tab 3/5	Roses	201 69 68
Tab 4/5	Bedding Flowers	79 76 160
Tab 5/5	Perennials	34 163 203

Navigation Tip. Use keyboard shortcuts to quickly jump between tabs in the Edit Tab window. Use command-right (or left) arrow on the Mac and Ctrl-right (or left) arrow on windows.



### Note:

**Optional:** Create a color palette for frequently used colors by clicking on **Add to Custom Colors** to add each new color onto the Custom color box as you define each color. It saves time for future jobs.



8. In the **Tab Set Options**, select a 5 bank tab media preset. If no media presets have been created yet, then select **Edit...** next to **Media Preset**.
9. Verify the **Number** of tabs in a set is **5** which is the default number.
10. For this example, use the default selection Tab Sequence as **Forward**.



**Note:** Select the tab sequence that is appropriate for the tab stock and media tray that you are using to print tabs.

11. Specify the Output Tray to Kick Out Unused Tabs (This option will vary with device).
12. Continue to specify any additional settings to assign the media including the media, tray or Paper Catalog.
13. Select the **disk icon** next to Media Preset after all desired settings are completed.
14. Name your preset, **5 Bank Tab** and select **OK**.
15. The select Media preset will be display **5 Bank Tab**.



**Note:** Media Presets will save the tab template setup for use in future jobs. You can save multiple presets for various tab media.

16. Select **OK** to exit the Edit Tab window. If you select Cancel, then all your setting will not apply to your document.
17. In the **Settings** pane apply any additional setting and save your job as a regular job or as a flattened PDF.
18. The job is ready for printing.



## EFI fuels success.

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