



User Guide

Master Files Print  
V21.1.0200

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EFI PrintStream | V21.1.0200 Master Files Print User Guide

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# Introduction

## Overview

This guide provides information about the Master Files Print.

## Contact Information

### EFI Support

<b>US Phone:</b>	855.334.4457 (first select option 3, then press option 8, then press option 1)
<b>US Fax:</b>	415.233.4157
<b>US E-mail:</b>	<a href="mailto:printstream.support@efi.com">printstream.support@efi.com</a>
Regular Service Desk hours are 8:00 AM to 7:00 PM Central Time, Monday – Friday. Outside of these hours, you may leave a voice mail message and an on-call support representative will be paged. Response time is based on the severity of the issue.	
<b>Note</b>	For problems involving infrastructure (i.e., computers, networks, operating systems, backup software, printers, third-party software, etc.), contact the appropriate vendor. EFI cannot support these types of issues.

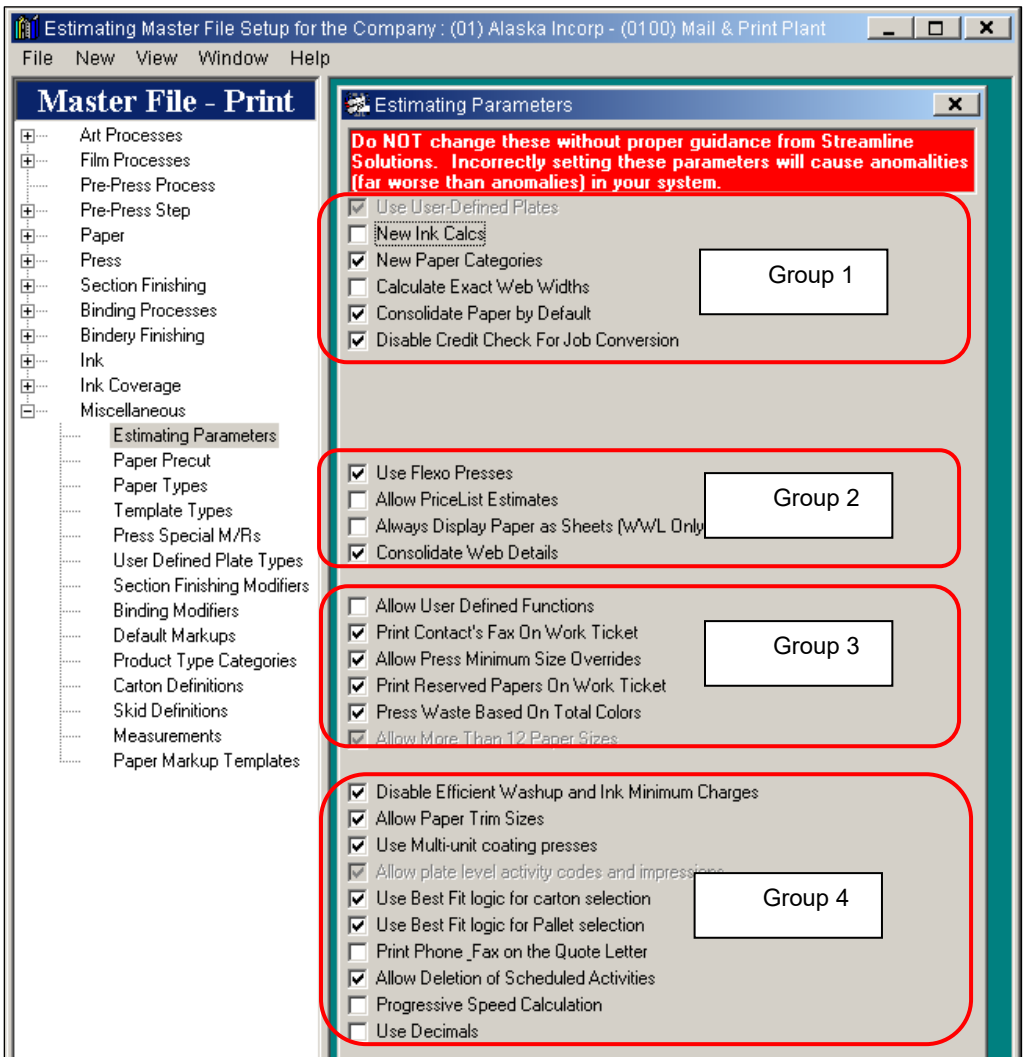
### EFI Professional Services

<b>US Phone:</b>	651.365.5321
<b>US Fax:</b>	651.365.5334
<b>E-Mail:</b>	<a href="mailto:ProfessionalServicesOperations@efi.com">ProfessionalServicesOperations@efi.com</a>
EFI Professional Services can help you perform EFI software installations, upgrades, and updates. This group can also help you implement, customize, and optimize your EFI software plus offer a range of training options.	

# Miscellaneous

## Estimating Parameters

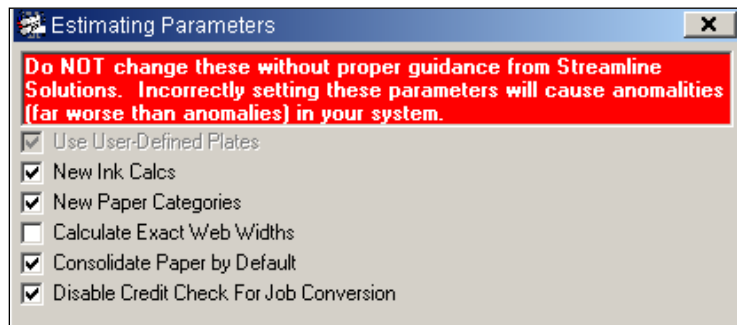
The Estimating Parameters screen serves as a control switch for some of the features and affects the behavior of the estimating interface and calculation logic.



The details of the settings are shown below. They are broken into 4 groups for convenience.

**Note** Please ensure you fully understand the implications of making changes. Changing certain parameters may require extensive re-setup of certain options in **Master Files Print**.

## Group 1



### Use User-Defined Plates

Always select this check box - Defaults to selected - Recommend leave as selected. Allows the ability to have a special plate type assigned for spot coating allows for user defined plates types (E.g., Metal, Paper, Digital...) recommend **user defined** plates types rather than the default standard plates, due to the ever changing nature of pre-press and plate making equipment. **This is a required setting for PrintStream 2015.**

### New Ink Calcs

Always selected - Must be turned on at all times it is used with the ink calculations.

### New Paper Categories

Always selected - Must be turned on to enable the option to have user defined paper categories which are defined under Paper Types.

### Calculate Exact Web Widths

Only select if you always order exact web widths rather than standard widths. If selected, the Paper size for all web papers should be set to the max roll width for the largest web press in the shop. The web width will be custom calculated on each estimate by the web print template that is selected on the quote.

### Consolidate Paper by Default

Only available in Print and Print Order Entry modules. If selected, the Default paper price will be a combination of identical papers for better price breaks across sections within a quote. User always has the option to de-select this default on individual quotes.

### Disable Credit Check for Job Conversion

If selected, this disables the credit check security option. If cleared, a customer's estimate will NOT be able to be turned into a job if they exceed their credit limit which is a combination of the quote value plus any current jobs in process plus any outstanding invoices.

## Group 2

- ☒ Use Flexo Presses
- ☐ Allow PriceList Estimates
- ☐ Always Display Paper as Sheets (WWL Only)
- ☒ Consolidate Web Details

### Use Flexo Presses

Only select this check box if you have Flexo presses OR if you want to create one paper type, which can be used for ALL press types, except Material. The setting activates a combo box on the Select Press screen. It will allow any **Roll** type stock to be used on any **Roll Fed Press**. If selected, a **Web** paper can be used on a section that will be printed on either a Flexo or Continuous press.

### Allow Price List Estimates

Do not select - this is for future programming.

### Always Display Paper as Sheets (WWL Only)

Do not select. This is custom programming which displays lbs. as sheets.

### Consolidate Web Details

Only select if you have multi-roll web presses and you want to change the format on the quote letter and work ticket to display multi-web runs based on the product of all webs rather than the product of each individual web.



**Group 3**

<input type="checkbox"/>	Allow User Defined Functions
<input checked="" type="checkbox"/>	Print Contact's Fax On Work Ticket
<input checked="" type="checkbox"/>	Allow Press Minimum Size Overrides
<input checked="" type="checkbox"/>	Print Reserved Papers On Work Ticket
<input checked="" type="checkbox"/>	Press Waste Based On Total Colors
<input checked="" type="checkbox"/>	Allow More Than 12 Paper Sizes

**Allow User Defined Functions**

Select if you want to activate the **User Defined Formulas** for print, please see documentation for User Defined Formulas for more details on setting up custom formulas.

**Print Contact's Fax on Work Ticket**

Select if you want to display the customer contact's FAX # on the Work Ticket.

**Allow Press Minimum Size Overrides**

Only select if you want the system to override the press sheet size on any template layout where the press sheet is *smaller* than the minimum press sheet size in the **Press** screen and replace it with the minimum press sheet size.

**Note** It will only do this in cases where it cannot find any presses based on the press minimum sheet sizes. If this feature is not turned on you may have situations where the program does not find any press because the sheet size calculated by the template selected is smaller than any of the minimum size press sheets setup in the Press Master File.

**Print Reserved Papers on Work Ticket**

Select if you want the paper inventory item that was reserved to Print on the Work Ticket. If no inventory is reserved the default estimating paper will print on the ticket.

**Press Waste Based On Total Colors**

This feature allows users to specify in the press waste tables waste based on the combination of Front and Back colors and run method as well as for specific run methods like perfect, sheetwise, work and turn, and work and tumble. If this feature is turned on, it will need a waste table for each color combination front and back and webs as well as for each method where the waste values may be different.

**Allow More Than 12 Paper Sizes**

Allows user to input new paper sizes and will automatically place in correct sequence for size in MF Print. **This is a required setting for PrintStream 2015.**

**Group 4**

<input checked="" type="checkbox"/>	Disable Efficient Washup and Ink Minimum Charges
<input checked="" type="checkbox"/>	Allow Paper Trim Sizes
<input checked="" type="checkbox"/>	Use Multi-unit coating presses
<input checked="" type="checkbox"/>	Allow plate level activity codes and impressions
<input checked="" type="checkbox"/>	Use Best Fit logic for carton selection
<input checked="" type="checkbox"/>	Use Best Fit logic for Pallet selection
<input type="checkbox"/>	Print Phone /Fax on the Quote Letter
<input checked="" type="checkbox"/>	Allow Deletion of Scheduled Activities
<input type="checkbox"/>	Progressive Speed Calculation
<input type="checkbox"/>	Use Decimals

**Disable Efficient Wash-up and Ink Minimum Charges**

Only select if you prefer the calculation engine to charge both minimum ink costs and wash-up costs for EACH component, even if ink colors are the same and the sections are running on the same press and paper type.

**Note** Multi-web always charges one wash-up per ink, regardless of **efficient wash-up** setting.

**Allow Paper Trim Sizes**

Used with Book Estimating Only - Select to allow for control of pre trimming or pre slitting of parent size paper. When selected, additional fields open in MF PRINT PAPER PRICING to control how paper cuts before printing, and can set maximum quantity of weight or sheets before going to a special size.

**Use Multi Unit coating presses**

DO NOT SELECT - Contact Production support if you have presses with more than one coating unit or you have press units on a press that can be converted from a printing ink unit to coater unit (not varnish). Major engine implications if selected.

**Allow plate level activity codes and impressions**

Allows the ability to have a different plate making Labor and Material activity code associated with each User Defined plate type. This allows for linkages to different platemaking methods based on the User Defined Plate type as well as different impressions and costs for each plate type. This will impact in MR Scheduling when the cost centers are plate type specific. See more info on this under **MF Print > Press > Platemaking** tab. **This is a required setting for PrintStream 2015.**

**Use Best Fit logic for carton selection**

For Book Estimating and Print Order Entry use ONLY. Select for the system to calculate the best carton size for the job. If you have only a small number of sizes of cartons and want to force the system to use the ones you pick, turn this off.

**Use Best Fit logic for Pallet selection**

For Book Estimating and Print Order Entry use ONLY. Do not select this if you have only a few pallet sizes and want to force which pallet is used.

**Print Phone & Fax on the Quote Letter**

Select if you want to display the customer contact's Phone and FAX # on the Quote Letter.

**Allow Deletion of Scheduled Activities**

Only select if you want a Print CSR / Coordinator to delete a process after the job has been scheduled in the PrintStream Scheduler.

### Progressive Speed Calculation

When this check box is selected, the press run speed is calculated by taking the total number of impressions being run and figuring the run speed and hours for each portion of the press run that falls in each press quantity break found in the Press Run Speed Table. The run speeds and hours for each segment are then added together to calculate the overall speed and hours for the press run. If this option is not turned on the press speed will be calculated by taking the total press run quantity and finding the appropriate press speed based on the total run quantity. When this setting is activated, it also uses the same logic for calculating run speeds on section finishing and bindery processes. See 'Master Files Print - Calculations' document for more info.

### Use Decimals

Only select if you want the press sizes to display decimals and not fractions. This not only affects the press sizes it also affects paper sizes and any other process which shows sizes. And all sizes on the estimate such as trim sizes, finished size, flat size etc. If using Book Estimating please check with your support person before applying this option.

Click **Save** before leaving the Estimating Parameters screen.

**Note** Please ensure that you fully understand the implications of making changes. Changing certain parameters may require extensive re-setup of certain options in **Master Files Print**.

## Paper Precut

Precut	Time/Lift	Precut	Time/Lift
1 Out	3.00	9 Out	6.00
2 Out	4.00	10 Out	9.00
3 Out	4.00	11 Out	7.00
4 Out	4.00	12 Out	6.00
5 Out	6.00	13 Out	11.00
6 Out	5.00	14 Out	8.00
7 Out	7.00	15 Out	7.00
8 Out	5.00	16 Out	7.00

Makeready: 10.00 Factor

Up to size: 11 x 17 Factor 1.00

to size: 30 x 40 Factor 1.10

above: Factor 1.20

Activity Code: 59010 L PrePressTrim 0100

Hourly Rate: \$45.00

Cancel Save

This screen is used to enter information used to calculate standard paper pre-cutting charges based on sheets per lift numbers held in the **Paper Master File**.

**Precut** – The system will automatically display rows for cutting from 1 out to 16 out. By default any item that cuts more than 16 out of a sheet will use the 16 out figures.

**Time/Lift** – Enter the time in minutes that it takes to cut the nominated number out of one (1) lift of paper. Lifts are determined based on the **Sheet per Lift** field entered for each paper in the **Paper Master File**.

**Makeready** – Enter the time in minutes to setup the cutter for pre-trim.

**Up to size / Factor** – enter the sheet size breaks. The system will check the size of the parent sheet and compare it to the sizes entered in this screen. The factor that is entered next to each size break will increase the time by the factor entered to allow for the slower handling of large sheets. **Above / Factor** – Factor for any size above the second **Up to size** break.

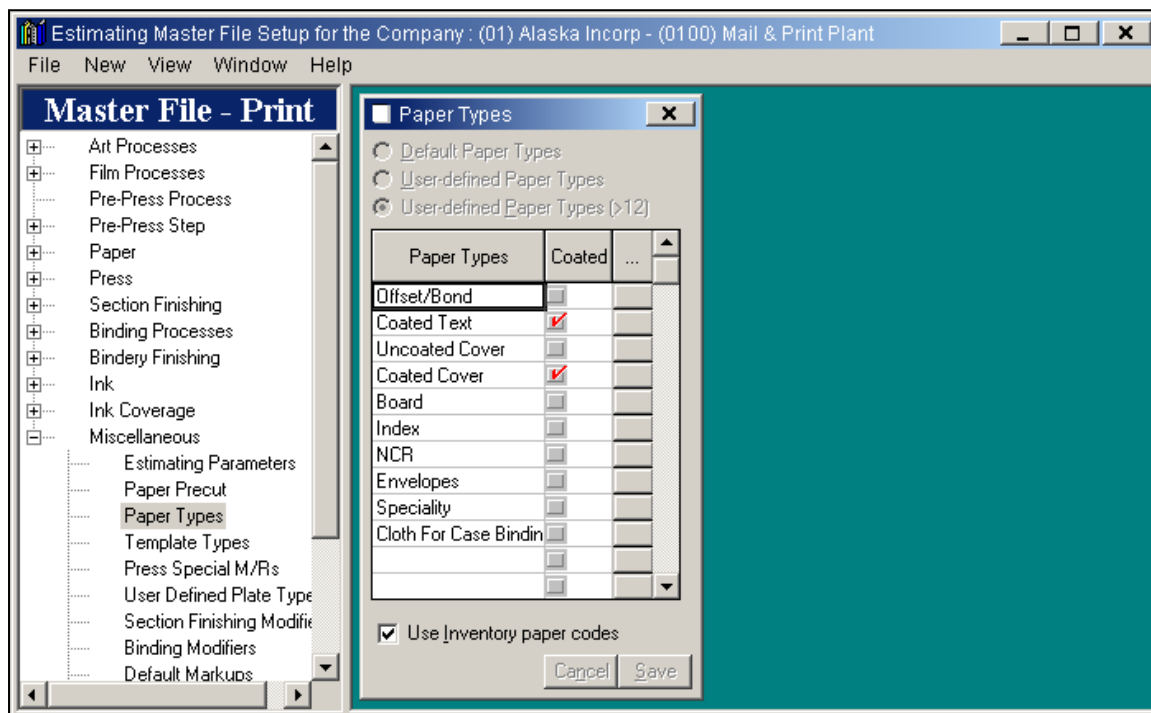
**Activity Code** – Enter the labor activity code that has been setup for collecting the cost of the pre-trimming operation.

**Hourly Rate** – Enter the hourly rate you would charge for pre-cutting (Use an average rate if you have several cutters).

Click **Save** before leaving the screen.

**Note** If you have a Sheetfed press you need to fill out this table. If you do not have any Sheetfed presses you are not required to fill out the table. However you will not be able to compute any processes that use the sheets per lift calculation method.

## Paper Types



This screen allows you to define user paper types that suit your operation or use the system default paper types. This is also known as **Paper Categories** in **Master Files Print > Paper**.

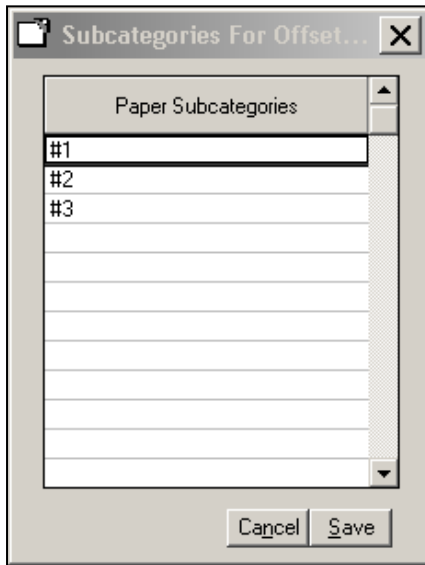
**Default Paper Types** – If you want to use the system supplied standard paper types.

**User Defined Paper Types** – If you want to define your own list of up to twelve (11) paper types.

**User Defined Paper Types > 12** – Select if you want to define your own paper types AND need to use more than twelve (12). We recommend 'new paper categories > 12,' due to future press purchases that may run on different paper types. **This option is for new installs only, contact Streamline with questions.** If you choose this option you need to make sure that you select **New Paper Categories** in the Estimating Parameters screen. **CAUTION: Papers cannot be edited or added once saved.**

**Paper Types** – Enter the names of the paper types that you would like to use. These types are used to classify each paper that you enter into the **Paper - Master File**. The **Press - Master File** then cross-references these paper types. Within the press master file you indicate the ability for each press to print this type of paper and what the default run speed characteristics are for each press.

**Sub Categories (optional)** are used for further filtering. Example would be Category= Offset, sub category = colored. Available when User Defined Paper Types> 12 is selected. To add Sub Categories, click in the box to the far right of the paper type, and the sub category input screen will appear.

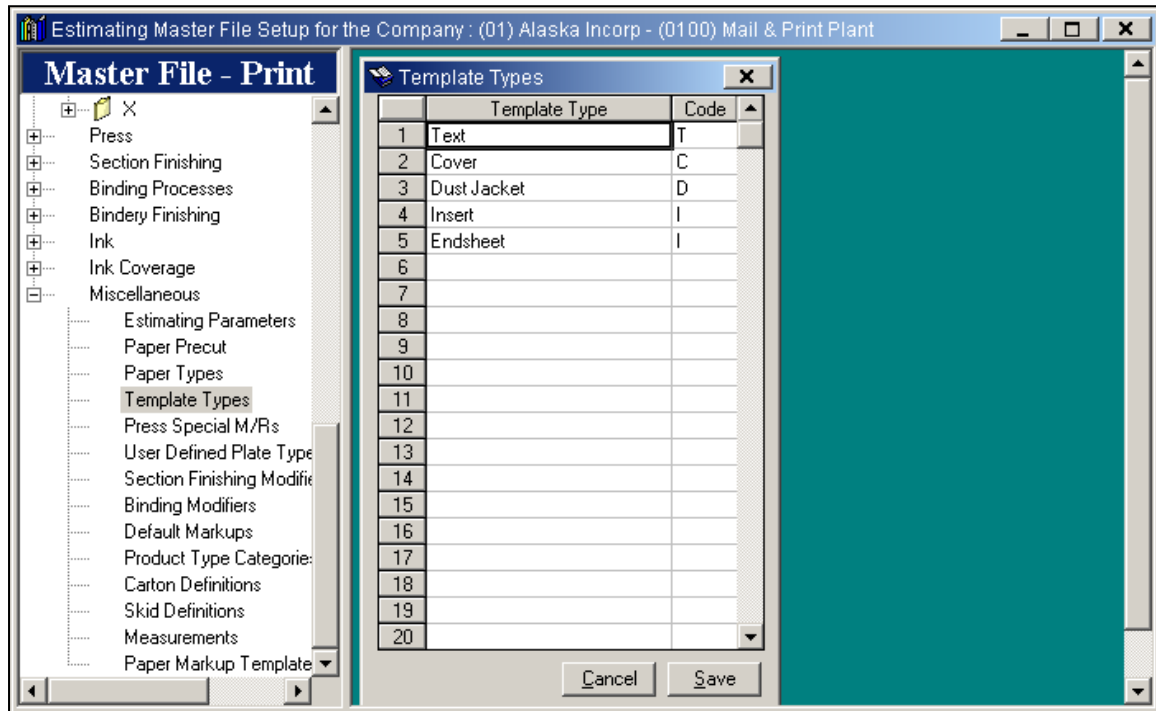


**Use Inventory Paper Codes** – Leave selected. This is in development.

Click **Save** before leaving the screen.

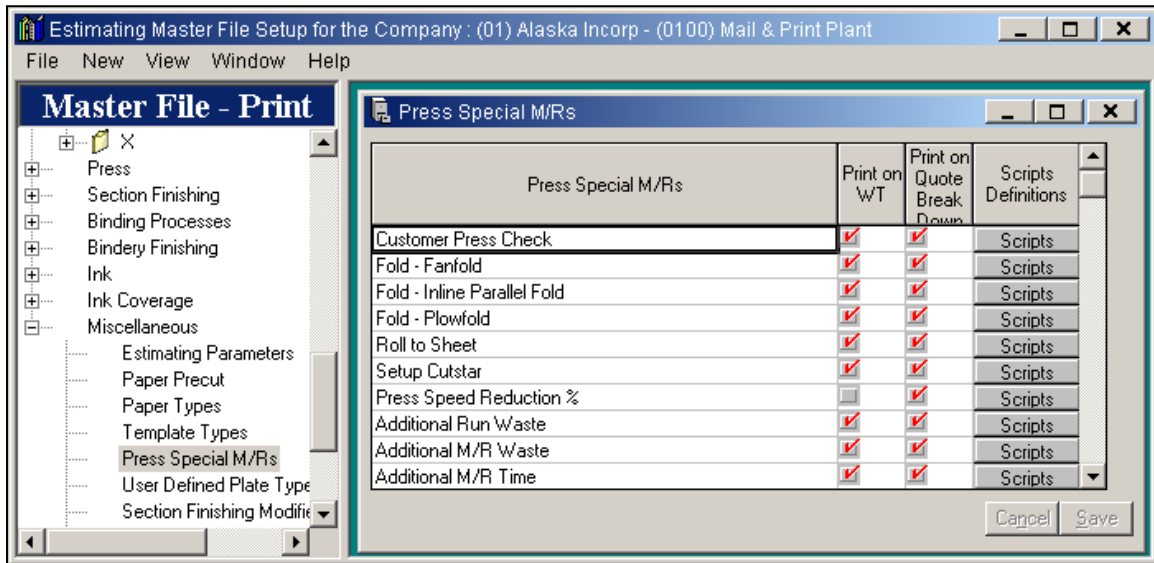
**Note** Carefully select these paper types **PRIOR** to entering all your papers. Any changes in this area will involve extensive re-setup of the 'Paper' Master File and **Press** Master File. Do not change these paper types after going "Live" in the system, without understanding the impact of this change.

## Template Types



Templates should be preset. No user set up is needed in this area. Template Types are used in Book Estimating only.

## Press Special M/R's



This screen allows you to create a list of user defined press makereadies or modifiers that when selected in the estimating module effects the behavior of the press.

**Press Special M/R's** – Enter the names of the special makereadies (modifiers) that you would like to use for your presses. These user-defined modifiers are selected during the estimating process and based on information entered for **each** press regarding these modifiers. The actual press selection, make ready time, run speed, setup waste, run waste and staffing levels for the press can be effected.

These makereadies do not necessarily imply setup options only, they can be any event that effects the press behaviors mentioned above.

**Print on WT** – Selecting this check box allows the modifier description to print on the work ticket under the press information.

**Print on Quote Break Down** – Selecting this check box allows the modifier description to print the Quote Breakdown report under the press information.

**Script Definitions** – Enter script questions as needed.

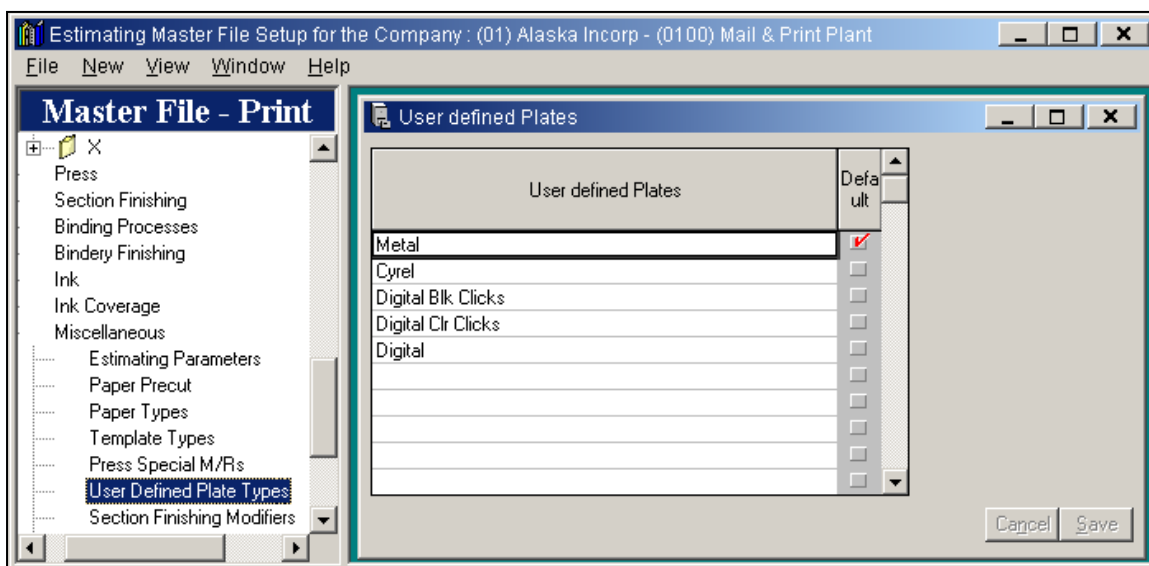
Click **Save** before leaving the screen.

**Note** Carefully select these makereadies PRIOR to entering all your presses. Any changes in this area will involve extensive re-setup of the **Press** Master File, and may affect the accurate recalculation of existing quotes that have used deleted or changed modifiers. Do not change these makereadies after going "Live" in the system, without understanding the impact of this change.



## User Defined Plate Types

This screen allows you to create a master list of user defined plate types that suit your operation.



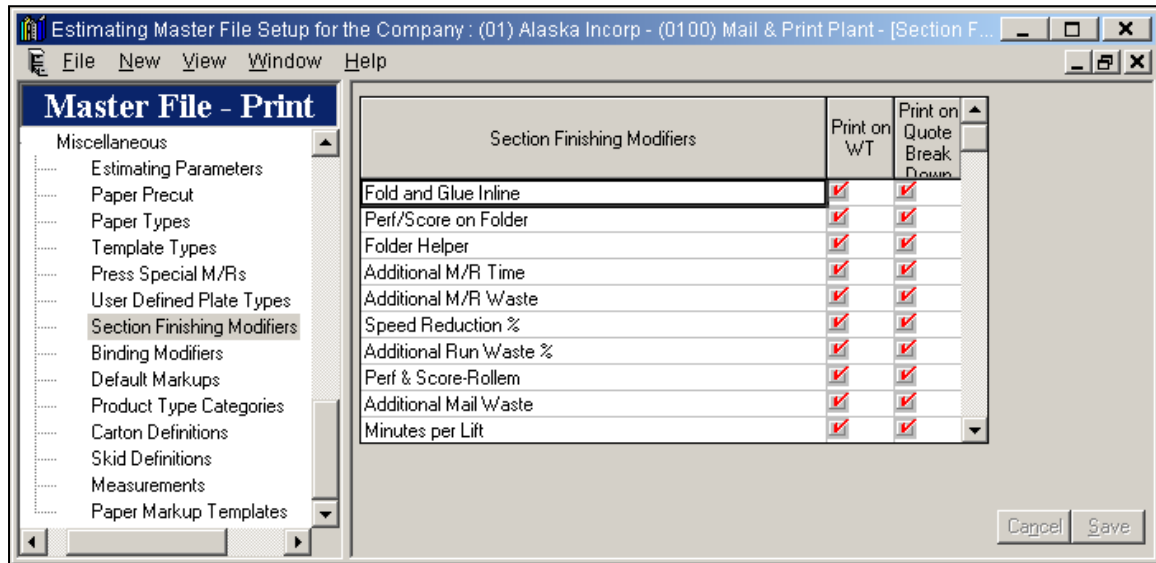
**User Defined Plates** – Enter the names of the plate types that you would like to use. These types are used when you DO NOT wish to use the standard system plate types (Paper, Metal and Standing). Each press then references these plate types and in the press master file you indicate the appropriate labor and material standards for making each of these types of plates. During the estimating process the user is asked to nominate what sort of plates to use for the estimate.

You can select one plate type as the default, and can override this within the estimate. If no plate is set as default, user must select which plate to use for each printed section on each estimate **BOOK ESTIMATING ONLY**.

Click **Save** before leaving the screen.

**Note** Carefully select these plate types prior to entering all your presses. Any changes in this area will involve extensive re-setup of the **Press** Master File. Do not change these plate types after going "Live" in the system, without understanding the impact of this change.

## Section Finishing Modifiers



This screen allows you to create a list of user defined section finishing modifiers that when selected in the estimating module affects the behavior of the section finishing processes.

**Section Finishing Modifiers** – Enter the names of the modifiers that you would like to use for your section finishing processes. These user-defined modifiers are selected during the estimating process and based on information entered for each section finishing process. These modifiers can effect make ready time, run speed, setup waste, run waste and staffing levels.

**Print on WT** – Selecting this check box allows the modifier description to print on the work ticket under the bindery information.

**Print on Quote Break Down** – Selecting this check box allows the modifier description to print the Quote Breakdown report under the bindery information.

Click **Save** before leaving the screen.

**Note** Carefully select these section finishing modifiers prior to entering all your section finishing processes. Any changes in this area will involve extensive re-setup of the 'Section Finishing' processes in Master Files Print, and may affect the accurate re-calculation of existing quotes that have used deleted or changed modifiers.

Do not change these modifiers after going "Live" in the system, without understanding the impact of this change. Adding additional modifiers is relatively simple. Changing existing ones involves extensive re-setup of 'section finishing' Processes.

## Binding Modifiers

Binding Modifiers	Print on WT	Print on Quote Break Down
3 Hole Drill - Inline	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Coated Stock	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
tip in	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
blow in	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
SS Slow Down	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
1% Run Waste	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
100 Setup MR	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>

This screen allows you to create a list of user defined binding/bindery modifiers that when selected in the estimating module effects the behavior of the binding/bindery processes.

**Binding Modifiers** – Enter the names of the modifiers that you would like to use for your binding processes. These user-defined modifiers are selected during the estimating process and based on information entered for each binding/bindery process. These modifiers can effect make ready time, run speed, setup waste, run waste and staffing levels.

**Print on WT** – Selecting this check box allows the modifier description to print on the work ticket under the bindery information.

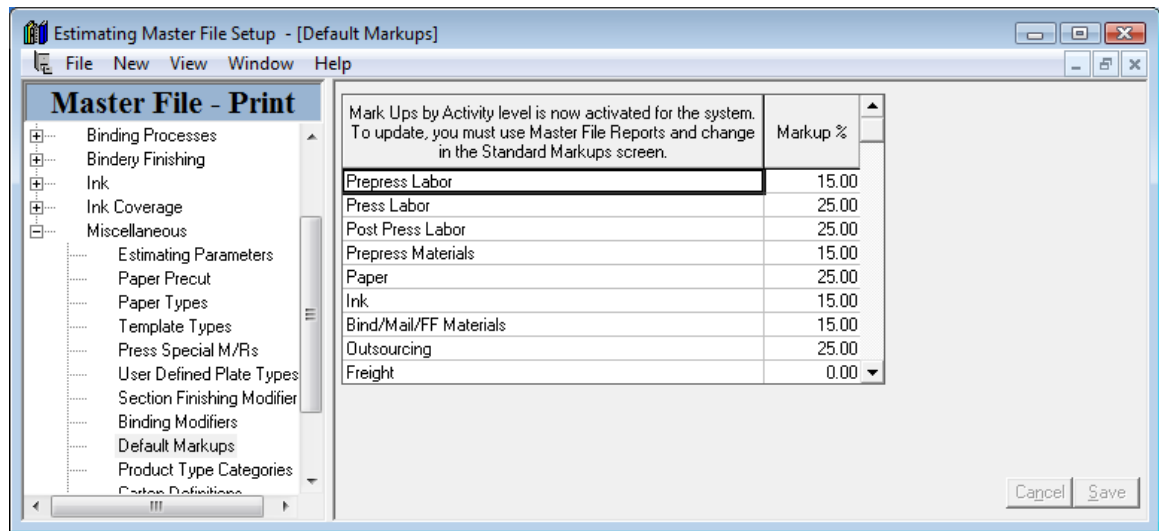
**Print on Quote Break Down** – Selecting this check box allows the modifier description to print the Quote Breakdown report under the bindery information.

Click **Save** before leaving the screen.

**Note** Carefully select these binding modifiers prior to entering all your binding processes. Any changes in this area will involve extensive re-setup of the 'Binding' Process Master File, and may affect the accurate re-calculation of existing quotes that have used deleted or changed modifiers.

Do not change these modifiers after going "Live" in the system, without understanding the impact of this change. Adding additional modifiers is relatively simple. Changing existing ones involves extensive re-setup of 'Binding' Processes.

## Default Markups



This screen allows you to create a list of user defined markups that are used to automatically apply default markups to the standard cost. The principal of markup categories is to take standard costs and then apply a pre-determined standard markup to arrive at suggested sell price. Cost based estimating systems and job-costing systems traditionally use this method for establishing sell price.

**Markup Categories** – Displays each line item description (a maximum of 9 lines) entered in Report #1000. To add or edit markup categories open 'Master Files Reports'.

**Markup %** - Enter the appropriate markup for each category. If you markup labor with a different % in each department, add a line item for each (E.g., DP Labor, Press Labor, Bindery Labor...)

Click **Save** before leaving the screen.

**Note** Do not change the inherent meaning of these markups after going "Live" in the system, without understanding the impact of this change. Large volumes of historical data are likely to be present using existing markups, any modification to the language or % of each markup is immediately inferred to all historical data and reporting.

New development to allow to Specify Markup % at Print Activity

**Note** This setting currently works with the Print portion only of Print and Mail Estimating, Print Estimating is not affected by this setting. This setting is the default for v2015. After activating, if using v2011, old quotes retain old markups unless they are recalculated then they will reflect the new markups.

To review/edit activity markups go to Master Files Reports > Master File Report > Standard Markups.

System Maintenance - [Standard Markups]

File Options Utility Help

System option is indicating that Markup % will be used for quotes based on individual activities markup values

	Line No	Markup Categories	Default Markup % for every New Activity linked	
1	Expand	1 Prepress Labor	15.00	Apply Default Markup To Every Linked Activity
2	Expand	2 Press Labor	25.00	
3	Expand	3 Post Press Labor	25.00	
4	Expand	4 Prepress Materials	15.00	
5	Expand	5 Paper	25.00	
6	Expand	6 Ink	15.00	
7	Expand	7 Bind/Mail/FF Materials	15.00	
8	Expand	8 Outsourcing	25.00	
9	Expand	9 Freight	0.00	

	CC Code	CC Descr	Activity Code	Activity Description	LMS	Hourly Rate	Activity Specific Markup %	Marked Up Hourly Rate	Line No Markup %
1	300	DP ADMIN	30010	DP SET UP	L	60	15.00	\$69.00	15
2	300	DP ADMIN	30095	DP ABSENCE	L	60	15.00	\$69.00	15
3	300	DP ADMIN	30098	DP ADMIN/OTHER	L	60	15.00	\$69.00	15
4	300	DP ADMIN	30099	DP NO WORK	L	60	15.00	\$69.00	15
5	320	DATA ENTR	32011	DATA ENTRY - KEYING	L	60	15.00	\$69.00	15
6	340	PROGRAMI	34011	PROGRAMMING	L	80	15.00	\$92.00	15
7	340	PROGRAMI	34021	CONVERT DISK	L	60	15.00	\$69.00	15
8	340	PROGRAMI	34022	CONVERT MAG TAPE	L	60	15.00	\$69.00	15
9	340	PROGRAMI	34031	SELECTION	L	60	15.00	\$69.00	15
10	340	PROGRAMI	34032	GENDERIZE	L	60	15.00	\$69.00	15
11	340	PROGRAMI	34033	MERGE/PURGE	L	60	15.00	\$69.00	15
12	340	PROGRAMI	34034	A/B SPLIT	L	60	15.00	\$69.00	15
13	340	PROGRAMI	34035	HBP Data Process	L	60	15.00	\$69.00	15
14	340	PROGRAMI	34036	ADDRESS STANDARDIZ	L	50	15.00	\$57.50	15
15	340	PROGRAMI	34037	SORT RECORDS	L	60	15.00	\$69.00	15
16	340	PROGRAMI	34038	BARCODE QUALIFY	L	60	15.00	\$69.00	15
17	340	PROGRAMI	34061	COUNTS REPORT	L	60	15.00	\$69.00	15
18	340	PROGRAMI	34062	PRINT TRAY/SACK TAG	L	60	15.00	\$69.00	15
19	340	PROGRAMI	34090	DP-MAINTENANCE	L	60	15.00	\$69.00	15
20	340	PROGRAMI	34091	DP-REPAIRS	L	60	15.00	\$69.00	15
21	360	OUTPUT D4	36017	Films	L	60	15.00	\$69.00	15
22	360	OUTPUT D4	36018	PDF Proof	L	60	15.00	\$69.00	15
23	360	OUTPUT D4	36090	DP OUTPUT-MAINTENAN	L	60	15.00	\$69.00	15

Save Close

The comment at the top of this screen indicates that this feature has been activated and that the Print portion of Print and Mail Estimating will use the markup rates that are set for each activity code. You will see all of the default markup categories that were setup in the system, to the left of each category line is a button which says **Expand**, if you click the button for any line you will see all of the activity codes that were linked to that line under the **Report Links for report 1000 Standard Markups**.

You can set a specific markup for each activity code by entering the desired markup percentage under the column labeled **Activity Specific Markup %** for each activity code.

**Caution** Failing to enter a specific markup will apply a zero markup to the process.

This feature only works for Print related cost based activities, applying a markup to a mail activity has no affect since Mail Processes are price list based. Make sure you save your changes when you are done.

**Note** When this setting is turned on the program will be using the hourly rate from the activity code and rates for the system in Master Files Reports > Production System. The hourly rates which appear in Master Files Print will not be used.

Usage

With these settings turned on when you go to the Final Pricing Screen in Print and Mail and look at the Print Pricing Summary, the markup percentage that you see displayed for each line will be the overall average markup for all of the activities that are used on this estimate and linked to this line.

Mail Estimating for the Company : (01) Alaska Incomp - (0100) Mail & Print Plant LS - [Pricing Summary]

File Window Changes Plant(s) for Quote Refresh Master Data Help

Print Mode Is Off

Mail Estimating (Print & Mail)

Quote Header

Estimating

Review Pricing

Buyouts

Final Pricing

Quote Breakdown

Credit Status

Quote Letter

Preliminary Mail Work Ticket

Order Entry

Final Pricing

Component	Quantity	Cost	Markup % (Avg)	Sell	Variation %	Quoted Rate/1000	Lock Rate	Quoted Price	Lock QP
#10 Envelope	10,000	\$548.53	38.41	\$759.24	0.00	\$75.92		\$759.24	
Cover	10,000	\$3,501.27	31.23	\$4,594.55	0.00	\$459.46		\$4,594.55	
16 pg text	10,000	\$1,528.10	30.64	\$1,996.38	0.00	\$199.64		\$1,996.38	
8 pg text	10,000	\$972.65	39.66	\$1,368.42	0.00	\$135.84		\$1,368.42	
Bindery	1	\$1,211.67	37.53	\$1,666.40	0.00			\$1,666.40	
<b>Total</b>		<b>\$7,762.22</b>		<b>33.66 \$10,374.99</b>	<b>0.00</b>			<b>\$10,374.99</b>	

Item	Cost	Markup (%)	Sell
LABOR	\$294.33	50.00	\$441.50
MATERIALS	\$23.01	25.00	\$28.76
BUYOUTS	\$0.00	0.00	\$0.00
FREIGHT	\$0.00	0.00	\$0.00
POSTAGE	\$0.00	0.00	\$0.00
PAPER	\$231.13	25.00	\$288.99
	\$0.00	0.00	\$0.00
	\$0.00	0.00	\$0.00
Flat Charges	\$0.00	0.00	\$0.00
Commissions	\$0.00	0.00	\$0.00

Component: #10 Envelope

Desired Variation (%)

Apply Variation To All Components

Standard (Cost/Sell)	\$548.53	\$759.25
Variation (%/S)	0.00	\$0.00
Quoted Price		\$759.25
Unit (Cost/Sell)	\$0.0549	\$0.0759

Per 1000 pricing

Cancel Save

Pricing Summary

	Cost Total	Difference	Quoted Total
Process:	\$1,389.94	\$70.06	\$1,460.00
Component:	\$0.00	\$0.00	\$0.00
Print	\$7,762.22	\$2,612.77	\$10,374.99
<b>Total</b>	<b>\$9,152.16</b>	<b>\$2,682.83</b>	<b>\$11,834.99</b>

1963.99 1309 AAA Insurance 0100.0200 - Test Markups 10,000 6/23/2008 10,000

If you click the **Markup %** for a line item it will bring up a screen which allows you to view all linked activity codes with the individual markup information for each activity listed.

**Markup Details for #10 Envelope LABOR**

	Activity Code	Descr	Cost (\$)	Markup (%)	Sell (\$)	Cost Participation	Sell Participation
1	42010	DYLUX PROOF	8.0000	50.00	12.00	0.0272	00.0272
2	42510	PLATEMAKING	8.3333	50.00	12.50	0.0283	00.0283
3	43010	OUTPUT FILM	93.7500	50.00	140.63	0.3185	00.3185
4	51515	ITEK RUN	184.2500	50.00	276.38	0.626	00.6260
5		<b>TOTAL</b>	<b>294.3333</b>	<b>50.00</b>	<b>441.50</b>	<b>1</b>	<b>1</b>

Print Out      Save      Close

The markup for any individual activity code can be overridden in this screen. Keep in mind that if you have multiple quantities on the estimate that the override is only for the quantity that you are currently viewing in the pricing screen. If you want to override markups for all quantities on the estimate for a certain activity code then you will have to do it for each estimate quantity. In the example below the markup for the **Itek Run** was changed from 50% to 70%.

**Markup Details for #10 Envelope LABOR**

	Activity Code	Descr	Cost (\$)	Markup (%)	Sell (\$)	Cost Participation	Sell Participation
1	42010	DYLUX PROOF	8.0000	50.00	12.00	0.0272	00.0251
2	42510	PLATEMAKING	8.3333	50.00	12.50	0.0283	00.0261
3	43010	OUTPUT FILM	93.7500	50.00	140.63	0.3185	00.2940
4	51515	ITEK RUN	184.2500	70.00	313.23	0.626	00.6548
5		<b>TOTAL</b>	<b>294.3333</b>	<b>62.52</b>	<b>478.35</b>	<b>1</b>	<b>01.0000</b>

Print Out      Save      Cancel

If you want to override the markup for all activities you can change the markup percentage on the yellow line and it will update all the activities with that markup percentage. In the example below the markup was changed to 60% for all items.

Markup Details for #10 Envelope LABOR							
	Activity Code	Descr	Cost (\$)	Markup (%)	Sell (\$)	Cost Participation	Sell Participation
1	42010	DYLUX PROOF	8.0000	60.00	12.80	0.0272	00.0272
2	42510	PLATEMAKING	8.3333	60.00	13.33	0.0283	00.0283
3	43010	OUTPUT FILM	93.7500	60.00	150.00	0.3185	00.3185
4	51515	ITEK RUN	184.2500	60.00	294.80	0.626	00.6260
5		<b>TOTAL</b>	<b>294.3333</b>	<b>60.00</b>	<b>470.93</b>	<b>1</b>	<b>01.0000</b>

Print Out Save Cancel

You can also just enter the desired sell price for any activity or for all activities by changing the total sell price on the yellow line, and it automatically calculates the markup. In the example below the sell price for the **Itek Run** was changed from \$294.80 to \$350.00 which automatically calculated a new markup of 89.96%.

Markup Details for #10 Envelope LABOR							
	Activity Code	Descr	Cost (\$)	Markup (%)	Sell (\$)	Cost Participation	Sell Participation
1	42010	DYLUX PROOF	8.0000	60.00	12.80	0.0272	00.0243
2	42510	PLATEMAKING	8.3333	59.96	13.33	0.0283	00.0253
3	43010	OUTPUT FILM	93.7500	60.00	150.00	0.3185	00.2851
4	51515	ITEK RUN	184.2500	89.96	350.00	0.626	00.6652
5		<b>TOTAL</b>	<b>294.3333</b>	<b>78.75</b>	<b>526.13</b>	<b>1</b>	<b>01.0000</b>

Print Out Save Cancel

Make sure to **SAVE** your changes when you are done. The adjusted markups will be updated on the Final Pricing Screen, Print Quote Breakdown, and Billing Worksheet.



## Product Types & Categories

This screen allows you to create a two level structure of Job Names and Groups for use in analyzing product mix and sales analysis reporting. During estimating the user is presented with a drop-down list of all Job Names.

**Job Name** – Locate an existing job type using the drop-down list.

**New Button** – Select to enter a new Job Name.

**Edit Job Name Button** –To edit the selected Job Name.

**Group** – Locate an existing job group using the drop-down list. Option to select a Job Name and Job Group, then Save to link for additional reporting purposes.

**New Button** – Select to enter a new Group. Also entered here are the Inventory Groups if utilizing the Inventory System. (E.g., Customer Inventory & unique code, Paper & code, Raw Materials & code, Finished Goods & code...)

**Full Description** – Optional, additional space for more detailed description of the Job Name.

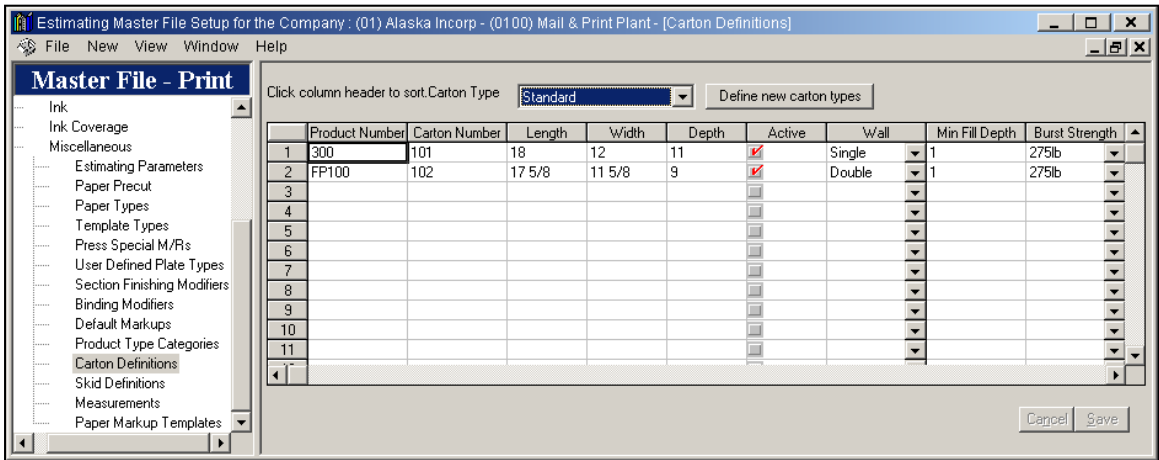
**Finished Size** – Optional, enter default job type finished size (E.g., 8.5 x 11). This size will automatically be fed into the estimating screen when this Job Name is selected.

**Tax Rate (%)** – Optional, enter default tax rate for this Job Name.

**Select up to 12 Finishing Processes** – Optional, enter up to 12 finishing processes by clicking the pre-defined list on the right side of the screen. Any finishing process selected will automatically be “added” to the binding bar for all Print Estimates using the selected Job Name.

# Carton Definitions

**Note** Traditional Print Estimating system will ONLY recognize 'Standard' cartons, all other settings are used in Book Estimating only. See 'Book Estimating Carton Setup' documentation for more details in this area.



This information defines all cartons the system will consider for carton packing.

## Carton Types

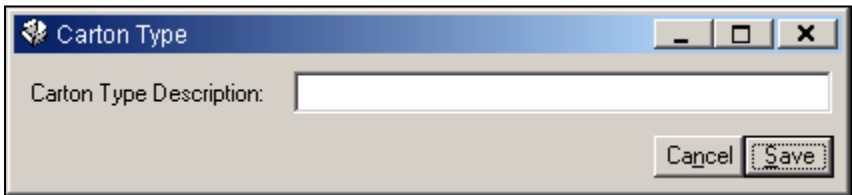
**Standard** - Based on Standard RSC specs, standard size cartons that you purchase.

**In House** - For use only if you manufacture/convert cartons in your plant.

**Special Order** - (Custom) a custom non-standard sized carton you purchase.

These first 3 choices are hard coded. The remaining fields are reserved to define One Piece Folders (OPF).

To define new carton types. Select the **Define new carton types** button this window will open for you to enter the carton type.



For the system to calculate the best possible fit carton, enter a range of cartons with prices up to the largest conceivable carton that could work under Special Order, when defining Carton Types.

Enter the Carton Type and save before leaving the screen or Select the Carton Type from the list and they will be entered under the appropriate Carton Type.

## Enter Cartons

Click column header to sort: Carton Type Standard Define new carton types

	Product Number	Carton Number	Length	Width	Depth	Active	Wall	Min Fill Depth	Burst Strength	Max Weight/Box	Cost/Box	Weight of Box
1	300	101	18	12	11	<input checked="" type="checkbox"/>	Single	1	275lb	50	1.75	0.5
2	FP100	102	17 5/8	11 5/8	9	<input checked="" type="checkbox"/>	Double	1	275lb	55	1.08	3
3						<input type="checkbox"/>						
4						<input type="checkbox"/>						
5						<input type="checkbox"/>						
6						<input type="checkbox"/>						
7						<input type="checkbox"/>						
8						<input type="checkbox"/>						
9						<input type="checkbox"/>						
10						<input type="checkbox"/>						
11						<input type="checkbox"/>						

Cancel Save

**Product Number** – Unique product number.

**Carton Number** – Unique carton # (in sequential order).

**Length** – Length of each carton in inches.

**Width** – Width of each carton in inches.

**Depth** – Depth (Height) of each carton in inches.

**Active** – Default is selected. If you want to make an existing carton inactive, clear and save.

**Wall** – Select single wall for normal corrugated boxes or double wall for two layered laminate.

**Min Fill Depth** – Min fill level in inches for bubble wrap or packing materials.

**Burst Strength** – Select from drop-down these are hard coded based on standard RSC.

**Max weight per box** – Maximum weight of a filled carton in pounds.

**Cost/Box** – \$ cost per box (carton).

**Weight of box** – Empty weight of a box in pounds.

Enter Cartons - continued

	Weight of Box	Max Fill Quantity	Length Max Fill	Width Max Fill	Depth Max Fill	Qty per Hour	Inventory	Find	Customer	Customer Name
1	0.5	2	11	10	12	500	48			
2	3	1	17	11	8 1/2	50				
3										
4										
5										
6										
7										
8										
9										
10										
11										

**Max Fill Quantity** - Maximum number of cartons program will use with Filler exceeding minimum filler levels, before calculating a custom special order carton.

**Length Max Fill (Filler material)** – Defines maximum fill level in inches for packing material on the Length dimension of the box.

**Width Max Fill (Filler material)** - Defines maximum fill level in inches for packing material on the Width dimension of the box.

**Depth Max Fill (Filler material)** - Defines maximum fill level in inches for packing material on the Depth (height) dimension of the box.

**Qty per Hour** - Optional field, enter number of cartons per hour of each size that can be assembled, not packed. If the Run Speed for the Carton Packing process in Master Files Print is set to zero, the program will use this 'Qty per Hour' that is set for the carton that is selected. If the run speed is zero and the carton selected has no value for this field the system will calculate materials only.

**Note** In Master File Print > Bindery Finishing Process > Carton Pack, you may also input a weight per hour for the packing time based on weight per hour. If values are entered in both qty/hour in carton definition, and weight/hour in carton packing process in Bindery Finishing, the program will use a blended labor rate as follows; Enter a value in the field above, rate per hour to assemble boxes per size = (A), and add a value for weight per hour in Master File Print > Carton Packing = (B), the calculation is A+B = total labor.

**Inventory** - Allows you to use inventory item numbers to each carton, for purchasing, inventory and material reservation purposes.

**Find** - Allows you to search inventory to use.

**Customer and Customer Name** – Allows user to assign specific cartons for specific customers. Enter the customer and this carton will only be available in estimating for this customers use.

Click **Save** before leaving the screen.

## Skid Definitions

Used only in Book Estimating

	Product Number	Length	Width	Skid Weight	Max Packed Weight	Max Packing Height	Usable Length	Usable Width	Cost	Customer	Cust Name
1	1000	43	44	10	1200	50	40	40	3.00		
2	1010	45	45	10	1200	50	44	44	3.50		
3	1020	50	50	10	2000	50	44	44	3.50		
4	1030	52	52	10	2000	55	50	50	4.00		
5	1040	40	40	10	1700	50	39	39	3.00		
6											
7											
8											
9											
10											
11											
12											

This information defines all skids (pallets) the system will consider for skid packing.

**Product number** - (Required) Enter skid number.

**Length** - Length of skid (greater of the 2 dimensions).

**Width** - Width of skid (lesser of 2 dimensions).

**Skid Weight** - Weight of an unloaded (empty) skid - the weight of the skid itself.

**Max Packed Weight** - Maximum allowable weight of a loaded skid.

**Max Packed Height** - Maximum allowable height of a packed skid.

**Useable Length** - Defines how much of the skid length is useable for packing, (may not be packed to the absolute edge).

**Useable Width** - Defines how much of the skid width is useable for packing.

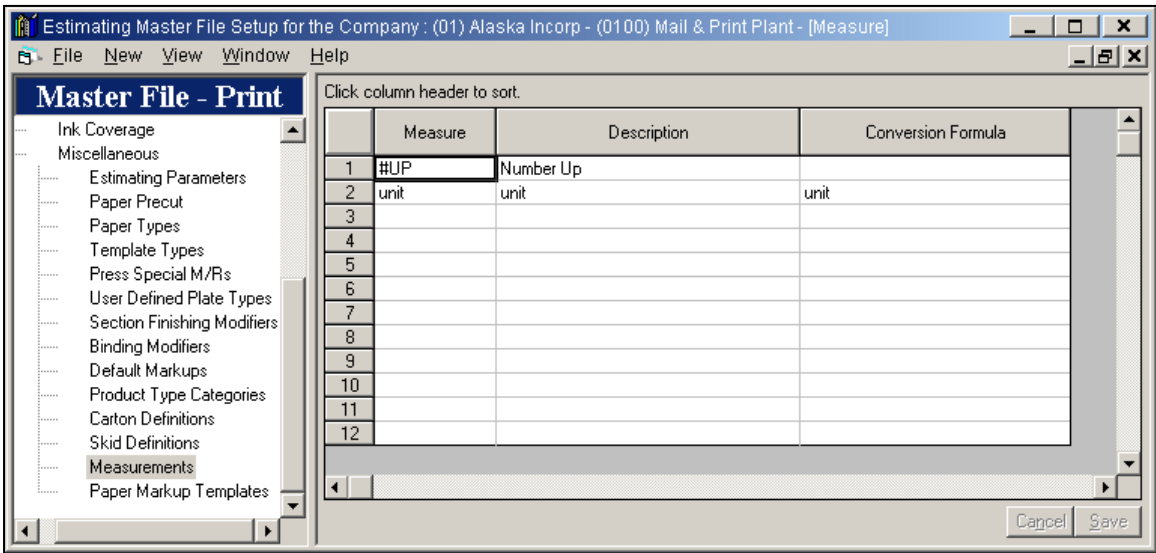
**Cost** - Material cost for each skid.

**Customer and Customer Name** - Allows user to assign specific skids for specific customers. Enter the customer and this skid will only be available in estimating for this customers use.

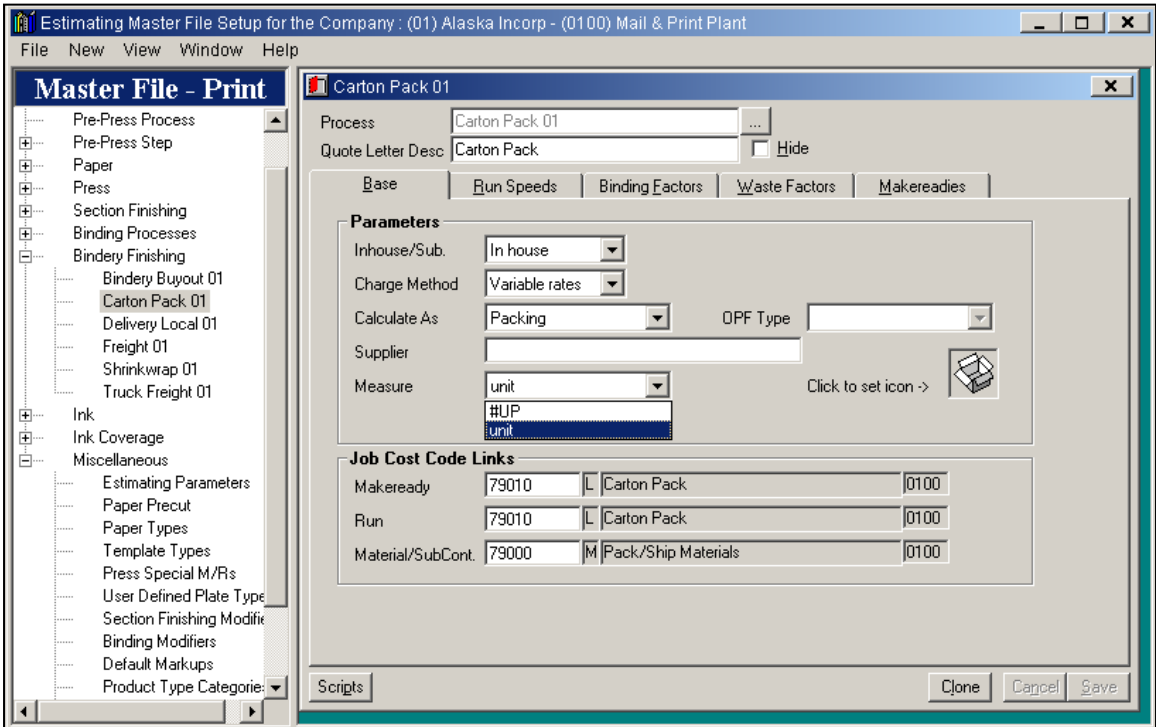
Click **Save** before leaving the screen.

# Measurements

Used Only in Book Estimating



This allows users to override the default value the system brings in. When you enter a conversion formula, then open a binding process, all the “measurement” items you entered here will appear in the drop-down for you to select.



## Paper Markup Templates

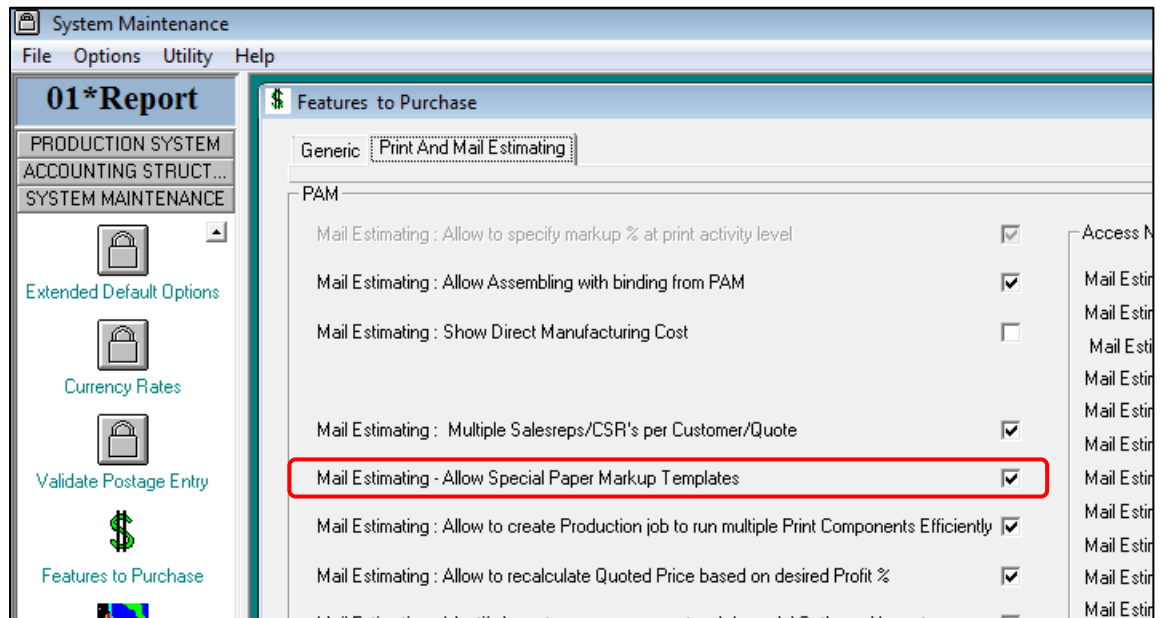
This is an optional setting to allow specific markups for Paper based on Paper Types and Paper Quantity Breaks. With this setting activated, ALL papers listed in Master Files Print MUST be linked to a Paper Markup Template.

### Setup

Master File Reports > System Maintenance > Features to Purchase (this will need to be activated by a support rep since it is password protected in the "Features to Purchase" area).

The following 3 options must be selected:

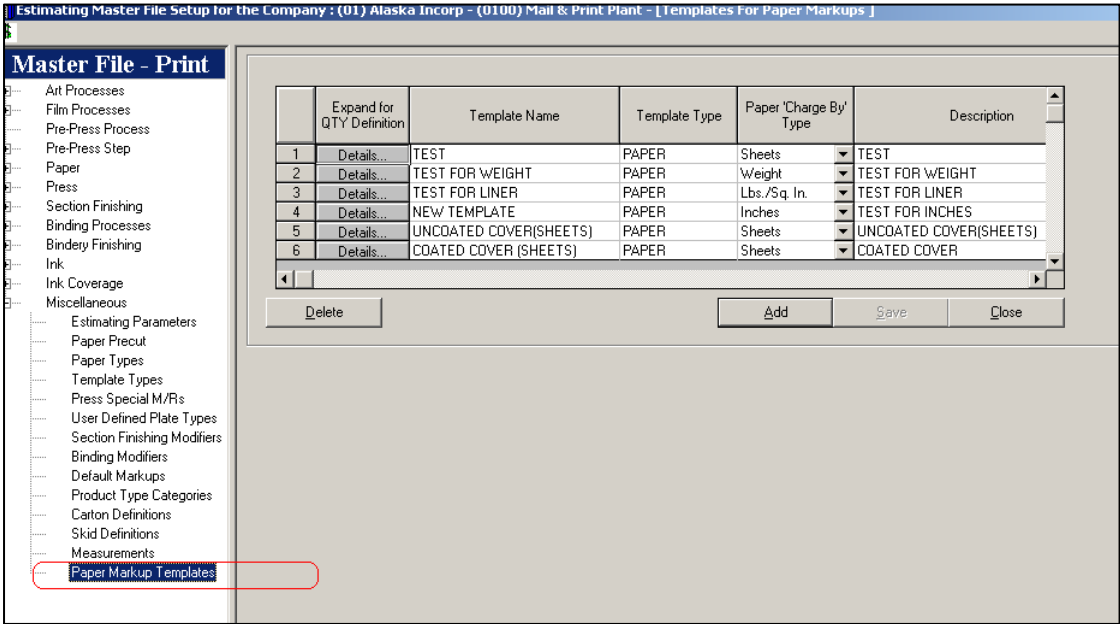
- 1) Mail Estimating: Allow to specify markup % at print activity level
- 2) Mail Estimating: Allow to recalculate Quoted Price based on desired Profit %
- 3) Mail Estimating: Allow paper Markup specified by Qty breaks



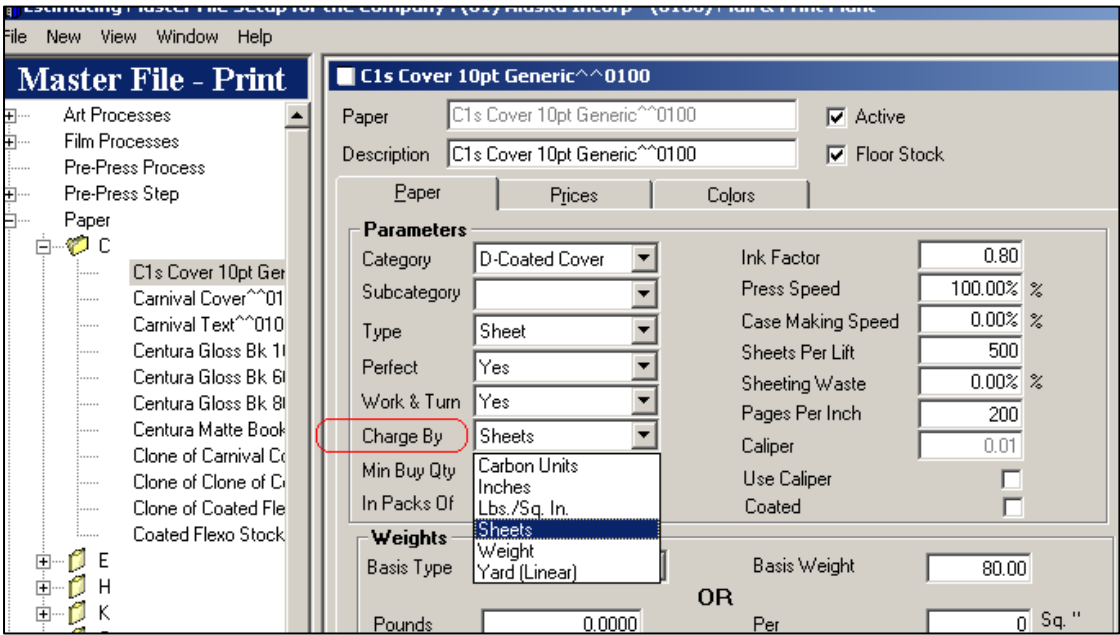
The above settings allow the creation of Paper Markup Templates which may be used to apply different markups to various Papers to be marked up according to the Paper **Charge By** Type as defined in Master Files Print.

Creating a New Paper Markup Template

Master Files Print > Miscellaneous > Paper Markup Templates



Currently, there are several **charge by** types allowed when creating Papers in Master Files Print. When a new Paper Markup Template is created, it must be linked to one of these Paper **Charge By** Types.





### To create a new Paper Markup Template

1. Click the **Add** button and this screen will display.
2. Enter the **Paper Template Name**, select the appropriate **charge by** type, and enter a description if different from the Paper Markup Template Name.

The screenshot shows the 'Master File - PTHL' dialog box. On the left is a tree view with categories like Art Processes, Film Processes, Pre-Press Process, Paper, Press, Section Finishing, Binding Processes, Bindery Finishing, Ink, Ink Coverage, Miscellaneous, Estimating Parameters, and Paper Precut. The main area contains a table with columns: Template Name, Template Type, Paper 'Charge By' Type, and Description. The table lists several templates, with row 7 'COATED TEXT (SHEETS)' selected. Below the table are buttons for 'Delete', 'Add', 'Save', and 'Cancel'.

	Template Name	Template Type	Paper 'Charge By' Type	Description
2	TEST FOR WEIGHT	PAPER	Weight	TEST FOR WEIGHT
3	TEST FOR LINER	PAPER	Lbs./Sq. In.	TEST FOR LINER
4	NEW TEMPLATE	PAPER	Inches	TEST FOR INCHES
5	UNCOATED COVER(SHEETS)	PAPER	Sheets	UNCOATED COVER(SHEETS)
6	COATED COVER (SHEETS)	PAPER	Sheets	COATED COVER
7	COATED TEXT (SHEETS)	PAPER	Sheets	COATED SHEET STOCK

3. Click **Save** and click the appropriate row number.

This message will appear when the new Paper Markup Template is being created.

The screenshot shows the same 'Master File - PTHL' dialog box as before, but with an error message box overlaid. The error message box has a title bar 'Not Complete Entry' and contains the text: 'There are NO valid Qty Breaks definitions for the Template yet. Please define proper values for the template details. Press first Button in a row to check quantity break definitions.' Below the text is an 'OK' button.

	Template Name	Template Type	Paper 'Charge By' Type	Description
2	TEST FOR WEIGHT	PAPER	Weight	TEST FOR WEIGHT
3	TEST FOR LINER	PAPER	Lbs./Sq. In.	TEST FOR LINER
4	NEW TEMPLATE	PAPER	Inches	TEST FOR INCHES
5	UNCOATED COVER(SHEETS)	PAPER	Sheets	UNCOATED COVER(SHEETS)
6	COATED COVER (SHEETS)	PAPER	Sheets	COATED COVER
7	COATED TEXT (SHEETS)	PAPER	Sheets	COATED SHEET STOCK

4. Click **OK**.
5. Click **Apply Paper Markup Template to All Appropriate Papers**.

6. Clicking **YES** on the message displayed below applies the COATED TEXT (SHEETS) PAPER Template to all Sheet Stock or only designated Sheet Stock, depending on the answer to question that follows. Clicking NO cancels the entry.

The screenshot shows a software window with a header bar containing the following fields: a text box with '7', a text box with 'COATED TEXT (SHEETS)', a text box with 'PAPER', a dropdown menu with 'Sheets', and a text box with 'COATED SHEET STOCK'. Below the header bar are four buttons: 'Delete', 'Add', 'Save', and 'Close'. A 'Confirm' dialog box is open in the center, with the title 'Confirm' and a close button. The dialog text reads: 'Would you like to apply selected Markup Template COATED TEXT (SHEETS) to every Paper for the Current Company/Plant where the same 'Charge Type' method is used?'. At the bottom of the dialog are two buttons: 'Yes' and 'No'.

7. A **Yes** answer to the question below applies the Paper Markup Template to ALL stocks with the same **Charge By Type**; a **NO** answer allows selection of particular papers of the **Charge By Type** to which the Paper Markup Template should be applied.

The screenshot shows a software window with a header bar containing the following fields: a text box with 'Qty Break Down and Markup %', a text box with 'Quantity Break Up To', and a text box with 'Markup %'. Below the header bar are four buttons: 'Delete', 'Add', 'Save', and 'Close'. A 'Confirm override existing linkage' dialog box is open in the center, with the title 'Confirm override existing linkage' and a close button. The dialog text reads: 'Would you like to override existing linkage?'. At the bottom of the dialog are two buttons: 'Yes' and 'No'. A red box highlights the dialog. A red text box at the bottom of the window reads: 'The answer entered here determines whether or not the new Paper Template will be applied to all stocks with the same "Charge By" or only particular stocks'.

### Applying Quantity Breaks and Markup % to a Paper Template

8. After answering the above question, click **Close**, then return to Paper Markup Templates in the Tree.

Note the new column **Expand for QTY Definition** shown below. (The new Paper Template displays in *italicized font* indicating that quantity breaks and markup %'s have not yet been defined.)

9. Click the **Details** button to activate the markup entry fields.

The lower window labeled **Qty Break Down and Markup%** appears.

10. Next, click **Add** in the lower window.

The screenshot shows a software window titled 'Paper Markup Templates'. It contains a table with the following columns: 'Expand for QTY Definition', 'Template Name', 'Template Type', 'Paper 'Charge By' Type', and 'Description'. The table lists several templates, with the last one, 'COATED TEXT (SHEETS)', highlighted in red. Below the table are buttons for 'Delete', 'Add', 'Save', and 'Close'. A sub-window titled 'Qty Break Down and Markup %' is open below the main window. It has a table with two columns: 'Quantity Break Up To' and 'Markup %'. The 'Add' button in this sub-window is also highlighted in red.

	Expand for QTY Definition	Template Name	Template Type	Paper 'Charge By' Type	Description
2	Details...	TEST FOR WEIGHT	PAPER	Weight	TEST FOR WEIGHT
3	Details...	TEST FOR LINER	PAPER	Lbs./Sq. In.	TEST FOR LINER
4	Details...	NEW TEMPLATE	PAPER	Inches	TEST FOR INCHES
5	Details...	UNCOATED COVER(SHEETS)	PAPER	Sheets	UNCOATED COVER(SHEETS)
6	Details...	COATED COVER (SHEETS)	PAPER	Sheets	COATED COVER
7	Details...	COATED TEXT (SHEETS)	PAPER	Sheets	COATED SHEET STOCK

Buttons: Delete, Add, Save, Close

Sub-window: Qty Break Down and Markup %

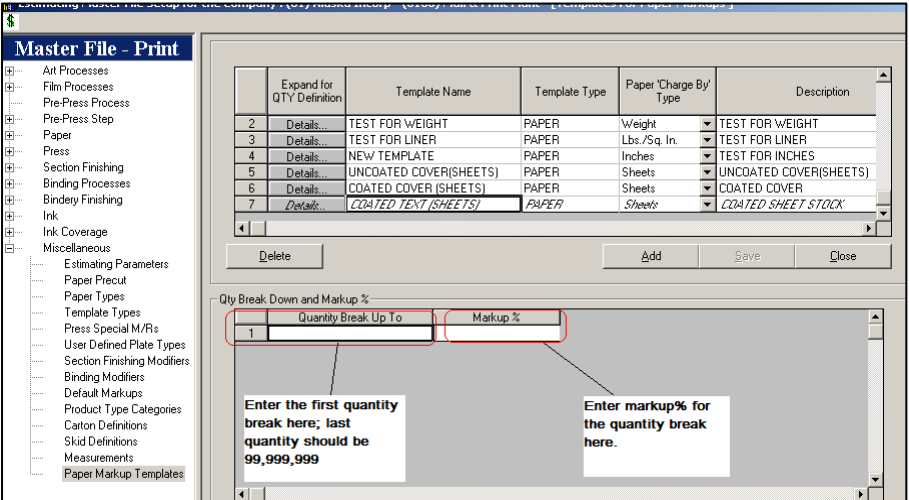
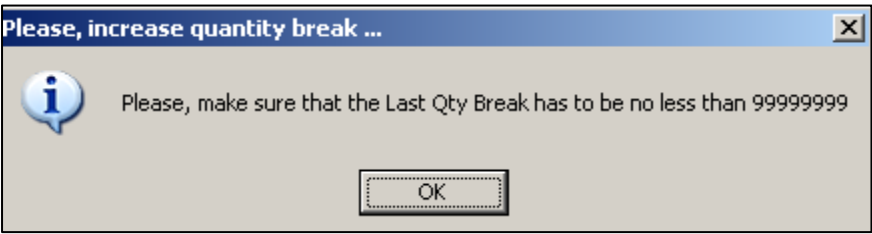
Quantity Break Up To	Markup %
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Buttons: Delete, Add, Save, Close

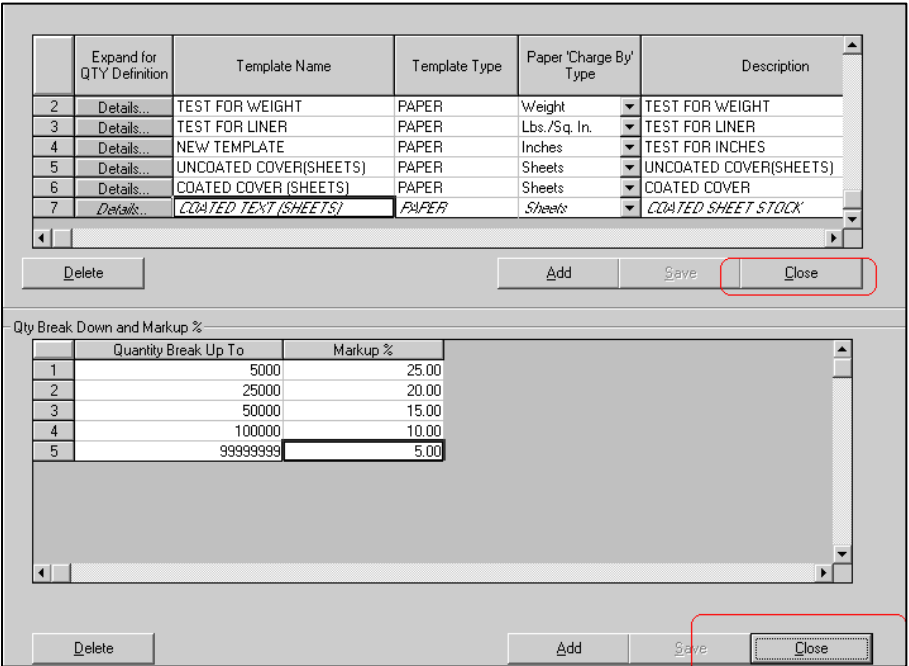
The **Quantity Break Up To** and **Markup %** fields will be activated.

Multiple quantity breaks may be added with different markup %'s for each one. The final quantity break must be defined as 99,999,999.

This reminder will prompt after each quantity break and markup % entry until the final quantity break of 99,999,999 has been entered. Then this message will no longer display for the Paper Markup Template.



11. Once all of the quantity breaks and markup %s have been defined, click **Close** in both lower and upper windows.



### View/Modify an Existing Paper Markup Template

12. Return to the Paper Markup Template window. Click the **Details** button next to the Paper Markup Template. Make the necessary modifications and click **Save**.

**Master File - Print**

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 Estimating Parameters  
 Paper Precut  
 Paper Types  
 Template Types  
 Press Special M/Rs  
 User Defined Plate Types  
 Section Finishing Modifiers  
 Binding Modifiers  
 Default Markups  
 Product Type Categories  
 Carton Definitions  
 Skid Definitions  
 Measurements  
 Paper Markup Templates

	Expand for QTY Definition	Template Name	Template Type	Paper 'Charge By' Type	Description
2	Details...	TEST FOR WEIGHT	PAPER	Weight	TEST FOR WEIGHT
3	Details...	TEST FOR LINER	PAPER	Lbs./Sq. In.	TEST FOR LINER
4	Details...	NEW TEMPLATE	PAPER	Inches	TEST FOR INCHES
5	Details...	UNCOATED COVER(SHEETS)	PAPER	Sheets	UNCOATED COVER(SHEETS)
6	Details...	COATED COVER (SHEETS)	PAPER	Sheets	COATED COVER
7	Details...	COATED TEXT (SHEETS)	PAPER	Sheets	COATED SHEET STOCK

Details... COATED TEXT (SHEETS) PAPER SHEETS COATED SHEET STOCK

Qty Break Down and Markup %

	Quantity Break Up To	Markup %
1	5000	25.00
2	25000	20.00
3	50000	15.00
4	250000	10.00
5	99999999	5.00

13. To remove a Quantity Break/Markup % for a Paper Markup Template, highlight the row number and click the **Delete** button.

File - Print

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er Markup Templates

	Expand for QTY Definition	Template Name	Template Type	Paper 'Charge By' Type	Description
2	Details...	TEST FOR WEIGHT	PAPER	Weight	TEST FOR WEIGHT
3	Details...	TEST FOR LINER	PAPER	Lbs./Sq. In.	TEST FOR LINER
4	Details...	NEW TEMPLATE	PAPER	Inches	TEST FOR INCHES
5	Details...	UNCOATED COVER(SHEETS)	PAPER	Sheets	UNCOATED COVER(SHEETS)
6	Details...	COATED COVER (SHEETS)	PAPER	Sheets	COATED COVER
7	Details...	COATED TEXT (SHEETS)	PAPER	Sheets	COATED SHEET STOCK

Delete

Add

Save

Close

Qty Break Down and Markup %

	Quantity Break Up To	Markup %
1	5000	25.00
2	25000	20.00
3	50000	15.00
4	250000	10.00
5	99999999	5.00

Confirm

Are you sure you want to delete selected quantity break?

Yes

No

Delete

Add

Save

Close

Qty Break Down and Markup %

	Quantity Break Up To	Markup %
1	25000	20.00
2	50000	15.00
3	250000	10.00
4	99999999	5.00

Delete

Add

Save

Close

14. To remove an entire Paper Markup Template, highlight the row number and click **Delete**.

**Master File - Print**

- Art Processes
- Film Processes
- Pre-Press Process
- Pre-Press Step
- Paper
- Press
- Section Finishing
- Binding Processes
- Bindery Finishing
- Ink
- Ink Coverage
- Miscellaneous
  - Estimating Parameters
  - Paper Precut
  - Paper Types
  - Template Types
  - Press Special M/Rs
  - User Defined Plate Types
  - Section Finishing Modifiers

	Expand for QTY Definition	Template Name	Template Type	Paper 'Charge By' Type	Description
2	Details...	TEST FOR WEIGHT	PAPER	Weight	TEST FOR WEIGHT
3	Details...	TEST FOR LINER	PAPER	Lbs./Sq. In.	TEST FOR LINER
4	Details...	NEW TEMPLATE	PAPER	Inches	TEST FOR INCHES
5	Details...	UNCOATED COVER(SHEETS)	PAPER	Sheets	UNCOATED COVER(SHEETS)
6	Details...	COATED COVER (SHEETS)	PAPER	Sheets	COATED COVER
7	Details...	COATED SHEET STOCK	PAPER	Sheets	COATED SHEET STOCK

Confirm

Are you sure you want to delete selected template?

Add Save Close

Qty Break Down and Markup %

	Quantity Break Up To	Markup %
1	99999999	50.00

	Expand for QTY Definition	Template Name	Template Type	Paper 'Charge By' Type	Description
1	Details...	TEST	PAPER	Sheets	TEST
2	Details...	TEST FOR WEIGHT	PAPER	Weight	TEST FOR WEIGHT
3	Details...	NEW TEMPLATE	PAPER	Inches	TEST FOR INCHES
4	Details...	UNCOATED COVER(SHEETS)	PAPER	Sheets	UNCOATED COVER(SHEETS)
5	Details...	COATED COVER (SHEETS)	PAPER	Sheets	COATED COVER
6	Details...	COATED TEXT (SHEETS)	PAPER	Sheets	COATED SHEET STOCK

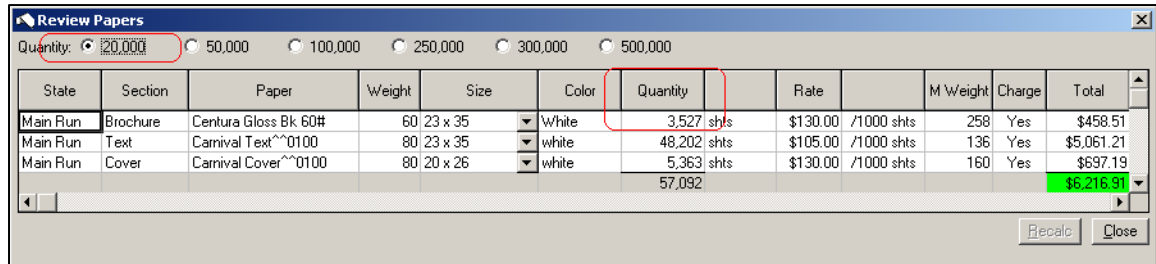




### PAM Estimating - Review Final Pricing Paper Markups

This example shows the Paper Review screen for an estimate with 6 quantities:

The 20,000 quantity requires 3,527 sheets of Centura Gloss Bk 60#



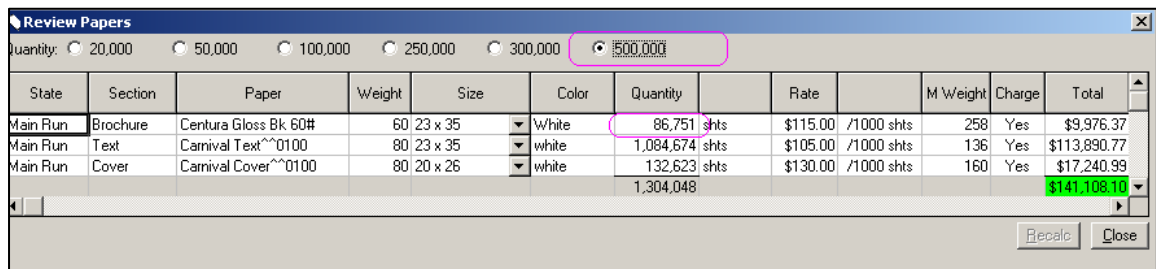
Review Papers

Quantity: ☒ 20,000 ☐ 50,000 ☐ 100,000 ☐ 250,000 ☐ 300,000 ☐ 500,000

State	Section	Paper	Weight	Size	Color	Quantity	Rate	M Weight	Charge	Total
Main Run	Brochure	Centura Gloss Bk 60#	60	23 x 35	White	3,527 shs	\$130.00	/1000 shs	258	Yes \$458.51
Main Run	Text	Carnival Text^^0100	80	23 x 35	white	48,202 shs	\$105.00	/1000 shs	136	Yes \$5,061.21
Main Run	Cover	Carnival Cover^^0100	80	20 x 26	white	5,363 shs	\$130.00	/1000 shs	160	Yes \$697.19
						57,092				\$6,216.91

Recalc Close

The 500,000 quantity requires 86,751 sheets of Centura Gloss Bk 60#



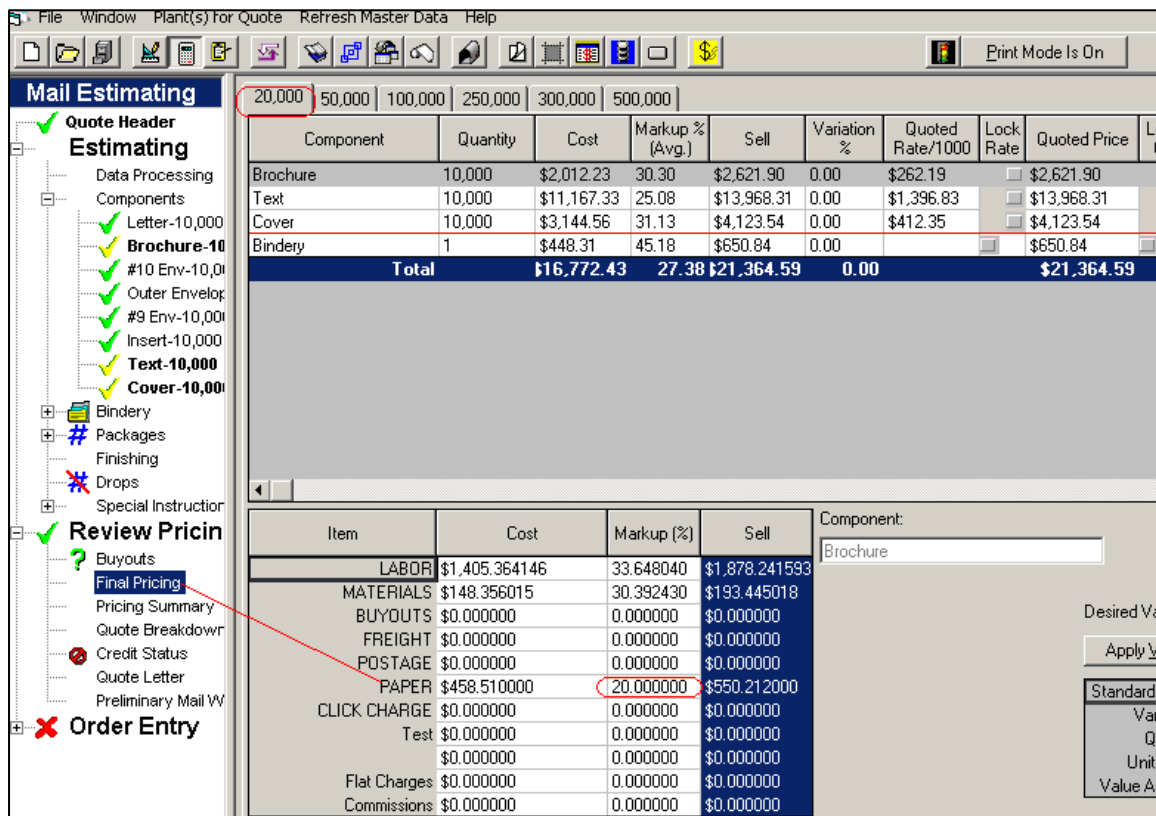
Review Papers

Quantity: ☐ 20,000 ☐ 50,000 ☐ 100,000 ☐ 250,000 ☒ 300,000 ☒ 500,000

State	Section	Paper	Weight	Size	Color	Quantity	Rate	M Weight	Charge	Total
Main Run	Brochure	Centura Gloss Bk 60#	60	23 x 35	White	86,751 shs	\$115.00	/1000 shs	258	Yes \$9,976.37
Main Run	Text	Carnival Text^^0100	80	23 x 35	white	1,084,674 shs	\$105.00	/1000 shs	136	Yes \$113,890.77
Main Run	Cover	Carnival Cover^^0100	80	20 x 26	white	132,623 shs	\$130.00	/1000 shs	160	Yes \$17,240.99
						1,304,048				\$141,108.10

Recalc Close

Final Pricing Screen for 20,000 quantity shows a 20% markup for Paper



Mail Estimating

Quote Header  
Estimating

20,000 50,000 100,000 250,000 300,000 500,000

Component	Quantity	Cost	Markup % (Avg.)	Sell	Variation %	Quoted Rate/1000	Lock Rate	Quoted Price	Lock
Brochure	10,000	\$2,012.23	30.30	\$2,621.90	0.00	\$262.19		\$2,621.90	
Text	10,000	\$11,167.33	25.08	\$13,968.31	0.00	\$1,396.83		\$13,968.31	
Cover	10,000	\$3,144.56	31.13	\$4,123.54	0.00	\$412.35		\$4,123.54	
Bindery	1	\$448.31	45.18	\$650.84	0.00			\$650.84	
<b>Total</b>		<b>\$16,772.43</b>	<b>27.38</b>	<b>\$21,364.59</b>	<b>0.00</b>			<b>\$21,364.59</b>	

Review Pricing

Item	Cost	Markup (%)	Sell
LABOR	\$1,405.364146	33.648040	\$1,878.241593
MATERIALS	\$148.356015	30.392430	\$193.445018
BUYOUTS	\$0.000000	0.000000	\$0.000000
FREIGHT	\$0.000000	0.000000	\$0.000000
POSTAGE	\$0.000000	0.000000	\$0.000000
PAPER	\$458.510000	20.000000	\$550.212000
CLICK CHARGE	\$0.000000	0.000000	\$0.000000
Test	\$0.000000	0.000000	\$0.000000
Flat Charges	\$0.000000	0.000000	\$0.000000
Commissions	\$0.000000	0.000000	\$0.000000

Component: Brochure

Desired Value

Apply V

Standard

Unit

Value Ac

Final Pricing Screen for 500,000 quantity shows a 10% markup for Paper

Mail Estimating

Quote Header

Estimating

Data Processing

Components

Letter-10,000

Brochure-10,000

#10 Env-10,000

Outer Envelope

#9 Env-10,000

Insert-10,000

Text-10,000

Cover-10,000

Bindery

Packages

Finishing

Drops

Special Instruction

Review Pricing

Buyouts

Final Pricing

Pricing Summary

Quote Breakdown

Credit Status

Quote Letter

Preliminary Mail VV

Order Entry

20,000

50,000

100,000

250,000

300,000

500,000

Component	Quantity	Cost	Markup % (Avg.)	Sell	Variation %	Quoted Rate/1000	Lock Rate	Quoted Price	Lock QP
Brochure	250,000	\$23,403.96	23.37	\$28,873.62	0.00	\$115.49		\$28,873.62	
Text	250,000	\$200,051.80	17.49	\$235,038.08	0.00	\$940.15		\$235,038.08	
Cover	250,000	\$40,059.84	23.70	\$49,554.49	0.00	\$198.22		\$49,554.49	
Bindery	1	\$9,580.92	45.34	\$13,924.86	0.00			\$13,924.86	
Total		273,096.52	19.88	327,391.05	0.00			\$327,391.05	

Item	Cost	Markup (%)	Sell
LABOR	\$12,232.500000	34.050690	\$16,397.75015
MATERIALS	\$1,195.090895	25.669400	\$1,501.863617
BUYOUTS	\$0.000000	0.000000	\$0.000000
FREIGHT	\$0.000000	0.000000	\$0.000000
POSTAGE	\$0.000000	0.000000	\$0.000000
PAPER	\$9,976.365000	10.000000	\$10,974.00150
CLICK CHARGE	\$0.000000	0.000000	\$0.000000
Test	\$0.000000	0.000000	\$0.000000
	\$0.000000	0.000000	\$0.000000
Flat Charges	\$0.000000	0.000000	\$0.000000
Commissions	\$0.000000	0.000000	\$0.000000

Component:

Brochure

Desired Variation

Apply Variation

Standard Cost

Variation

Quote

Unit Cost

Value Added

These values are consistent with the Paper Markup Template for the 60# Centura Gloss Bk.

[illegible]

	Expand for QTY Definition	Template Name	Template Type	Paper 'Charge By' Type	Description
1	Details...	TEST	PAPER	Sheets	TEST
2	Details...	TEST FOR WEIGHT	PAPER	Weight	TEST FOR WEIGHT
3	Details...	NEW TEMPLATE	PAPER	Inches	TEST FOR INCHES
4	Details...	UNCOATED COVER(SHEETS)	PAPER	Sheets	UNCOATED COVER(SHEETS)
5	Details...	COATED COVER (SHEETS)	PAPER	Sheets	COATED COVER
6	Details...	COATED TEXT (SHEETS)	PAPER	Sheets	COATED SHEET STOCK

Qty Break Down and Markup %

	Quantity Break Up To	Markup %
1	25000	20.00
2	50000	15.00
3	250000	10.00
4	9999999	5.00

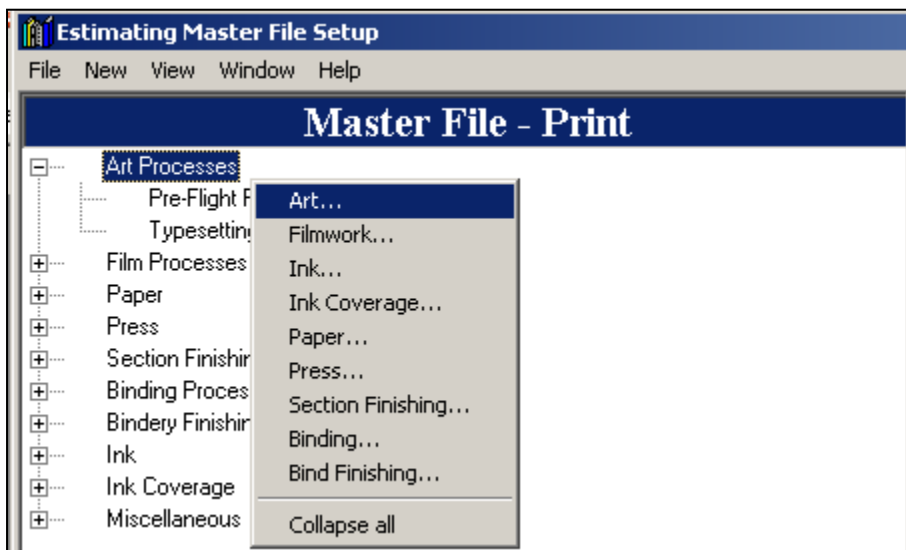
20,000 qty is 20% markup because fewer than 25,000 sheets are required.  
 500,000 qty is 10% markup because fewer than 250,000 sheets are required

## Art (File Prep) Processes

Prior to setting up the Art Process, make sure the activity codes have been setup and linked in **Master Files Reports**.

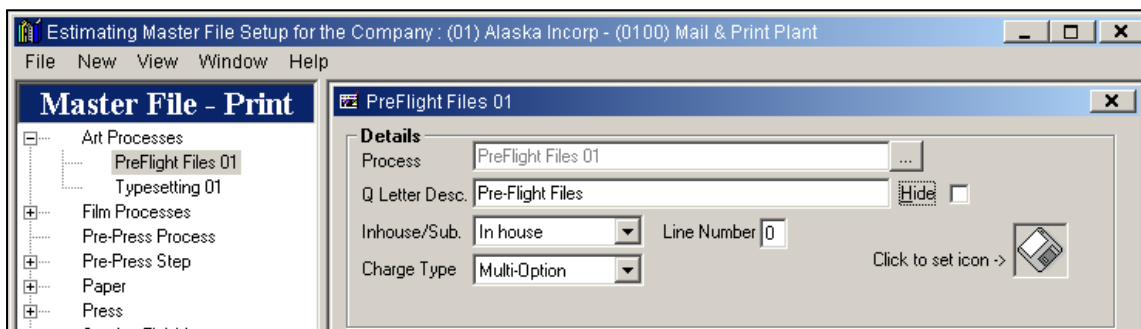
**Note** Art Processes are only used in Print Estimating not used in Print & Mail Estimating.

To add an Art Process in Master Files Print, right-click **Art Processes** in the tree structure then select **Art**.



Add / Edit the information in the screen.

## Details



**Process** – Enter a unique process name. Double check spelling, process description cannot be edited after 'saving.'

**Ellipses Button** - Allows process name to be changed. This can only be done when ALL users are logged out of PrintStream.

**Q Letter Desc** – (Optional) Quote Letter Description. This is alternative language which will print on the Quote Letter. If the field is blank, the process name will print on the quote letter.

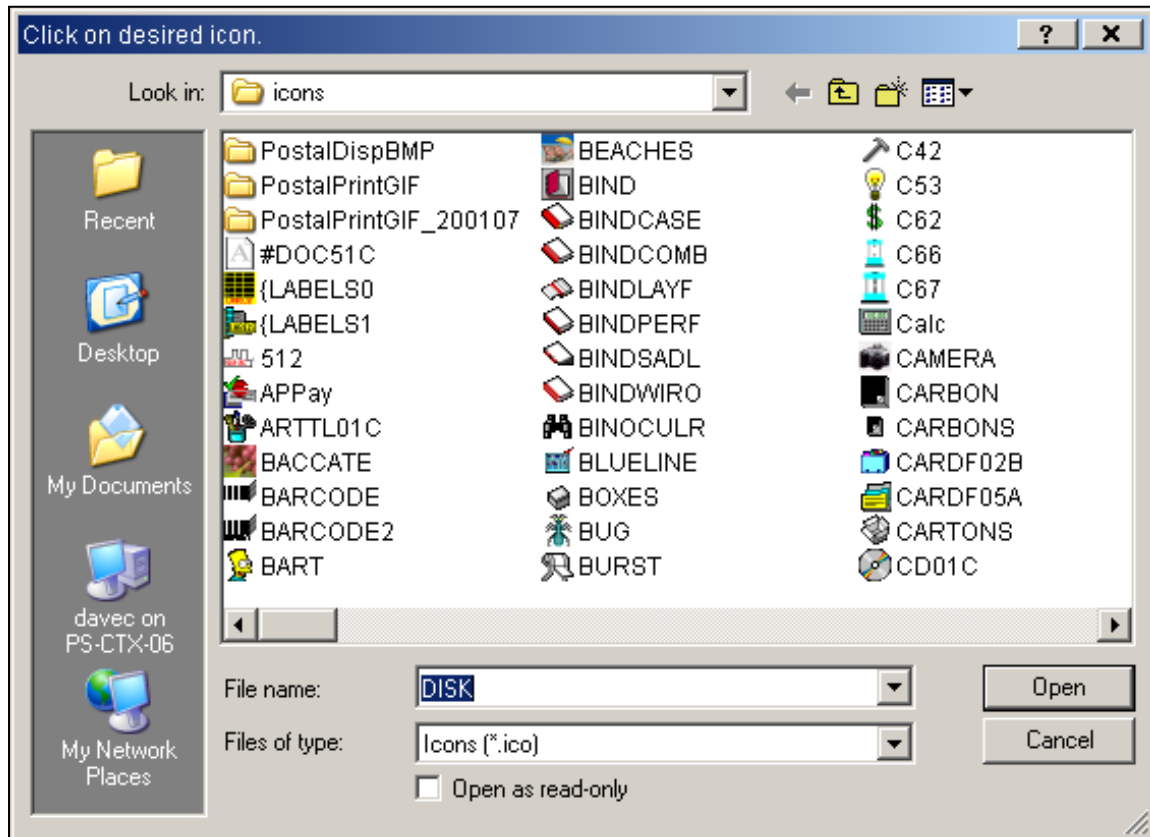
**Hide** – (Optional) Defaults to cleared. If selected, the process will be suppressed on the quote letter. When cleared, the process will print on the quote letter.

**In-house/Sub** – Drop-down box. Select either, 'In-house' or 'Subcontractor' (an outside buyout/purchase).

**Line Number** - (Optional) The system will default to display Art Processes in alpha order. To customize the order in which these processes appear, use the Line Number field to indicate where the process should list.

**Charge Type** – Drop-down box. Select either, Flat charge (not qty dependent) or Multi-Option (user defined sub-categories).

**Click to set icon** – To select an icon for the process, click in the gray box. The Icon must reside in the path 'P:\Stream: Icons folder' (path may vary dependent on the drive).



Select the icon to be displayed and a thumb nail will be seen in place of the gray box.

## Job Cost Code Links

Job Cost Code Links			
Makeready	40510	L	PRE-FLIGHT FILES 0100
Run	40510	L	PRE-FLIGHT FILES 0100
Mat./Sub.			

**Makeready (Labor)** – Enter the activity code in which the setup time will be held / measured. If a Makeready activity code is not desired enter the Run activity code in this field. Type in the code or use the up and down arrows to scroll.

**Run (Labor)** – Enter the activity code in which the run or production time will be held. Type in the code, or use the up and down arrows to scroll.

**Mat/Sub. (Material or Subcontract)** – Required if selected 'Subcontract' in the Details area or if using Material Costs in the Costs area. Enter activity code in which material or buyout costs will be held.

### Costs

Costs				
Hourly Rate	\$100.00	M/R Mins	0	<input checked="" type="checkbox"/> Flat Rate
Description	Labor (Mins)		Material Cost	Total Cost
Level 1	20.0000	<input checked="" type="checkbox"/>	0.00	33.33
Level 2	40.0000	<input checked="" type="checkbox"/>	0.00	66.67
Level 3	50.0000	<input checked="" type="checkbox"/>	0.00	83.33
	0.0000	<input checked="" type="checkbox"/>	0.00	0.00
	0.0000	<input checked="" type="checkbox"/>	0.00	0.00
	0.0000	<input checked="" type="checkbox"/>	0.00	0.00
	0.0000	<input checked="" type="checkbox"/>	0.00	0.00
	0.0000	<input checked="" type="checkbox"/>	0.00	0.00
	0.0000	<input checked="" type="checkbox"/>	0.00	0.00

Scripts Clone Cancel Save

**Hourly Rate** – The hourly rate (cost) for this process.

**M/R Minutes** – The amount of time in minutes to setup or "Make Ready."

**Flat Rate** – If you selected 'Flat' as the Charge Type enter the Flat Rate \$ amount.

If 'Multi-Option' is selected as the Charge Type you may enter up to 9 sub-categories or "standards" for this process.

**Description** – Description of sub-category, size, difficulty factor, or a standard.

**Labor (Minutes)** – The amount of time it takes to produce (1) of these activities.

**Material Cost** – The cost of any materials required to produce (1) of these activities.

**Total Cost** – The system will calculate and display the total cost of labor & materials in this field.

**Scripts** - (Optional) The ability to enter Multiple choice questions, Text, or Quote Letter Notes. (Scripts are a set of production instructions that will print on the Work Ticket).

Select the **Scripts** button in the press, art, film, finishing and bindery screens to attach a set of production instructions for a press or other processes. Questions and answers will print on the Work Ticket next to the process. To **add**, highlight <add question> (upper-left), and enter the question in the entry field (upper-center: next to answer required). To **edit**, highlight the question (upper-left) and enter changes. Select the check box to the right of the question if an answer is required.

1. Select **text** to create a “free typing” text box for additional information.
2. Select **multiple choice** if the answer should be chosen from a pre-determined list. One of the answers can be designated as the default answer (by clicking a “green check” in the box just to the left of the answer).
3. Select **quote letter notes** to print scripts on the quote letter.
4. Select **Save** after each question and answers are entered.

To enter a **second question**, select <add question>, then enter additional questions using the method described above. To **delete** a question, highlight it in the field titled ‘Questions,’ and select ‘Delete Question.’

Multiple choice answers can lead to a second question. To enter this question, press the **more** button and enter the second question. If the second question is designated **Answer Required**, the first question that leads to it must also be designated **Answer Required**.

To **view** or **edit** scripts on an activity, select View (from the file menu), then View Scripts. Click the + sign to view activities under each category. Activities with scripts with have a **question mark**? icon. Highlight the process, right-click and select edit.

Click **Save** before leaving the Scripts screen.

**Clone** - Option to Clone this process to create a new process.

**Save** - Before leaving the Art Process screen.

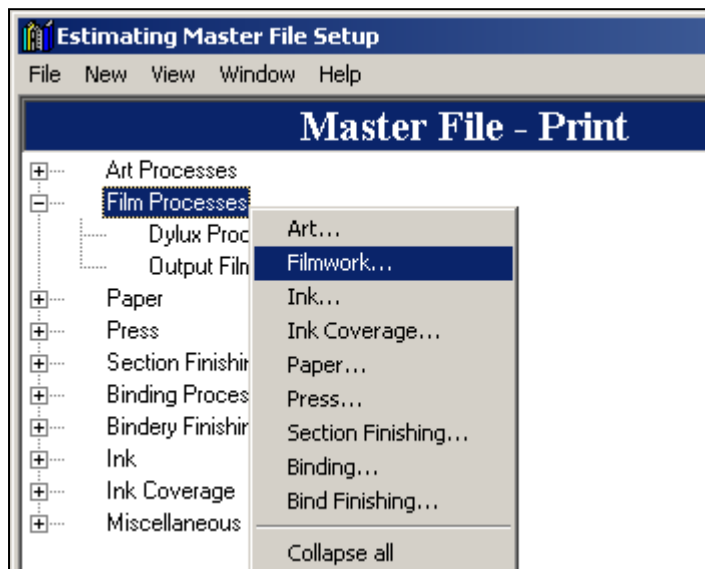
**Note** If you have entered \$ amounts in the ‘Material Cost’ column or if this process is a Subcontract process you **must** include an activity code in the **Mat/Sub Act** field.

## Film (PrePress) Processes

Prior to setting up the Film Process, make sure the activity codes have been setup and linked in **Master Files Reports**.

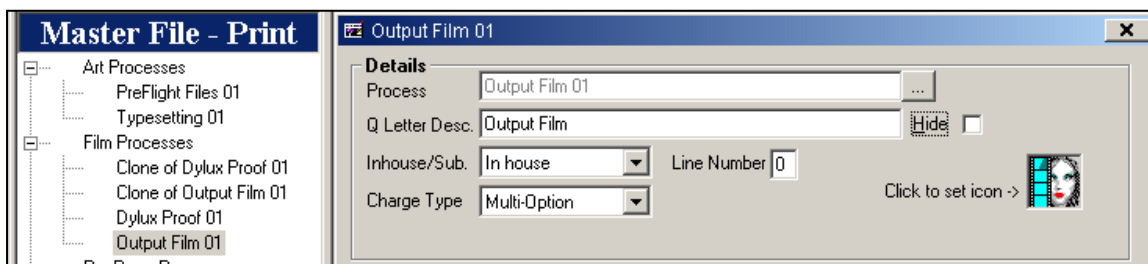
### To add a Film Process in Master Files Print

1. Right-click **Film Processes** in the tree structure then select **Filmwork**.



2. Add / Edit the information in the screen.

## Details



**Process** – Enter a unique process name. Double check spelling, process description cannot be edited after saving.

**Ellipses Button** - Allows process name to be changed. This can only be done when ALL users are logged out of PrintStream.

**Q Letter Desc** – (Optional) Quote Letter Description. This is alternative language which will print on the Quote Letter. If the field is blank, the process name will print on the quote letter.

**Hide** – (Optional) Defaults to cleared. If selected, the process will be suppressed on the quote letter. When cleared, the process will print on the quote letter.

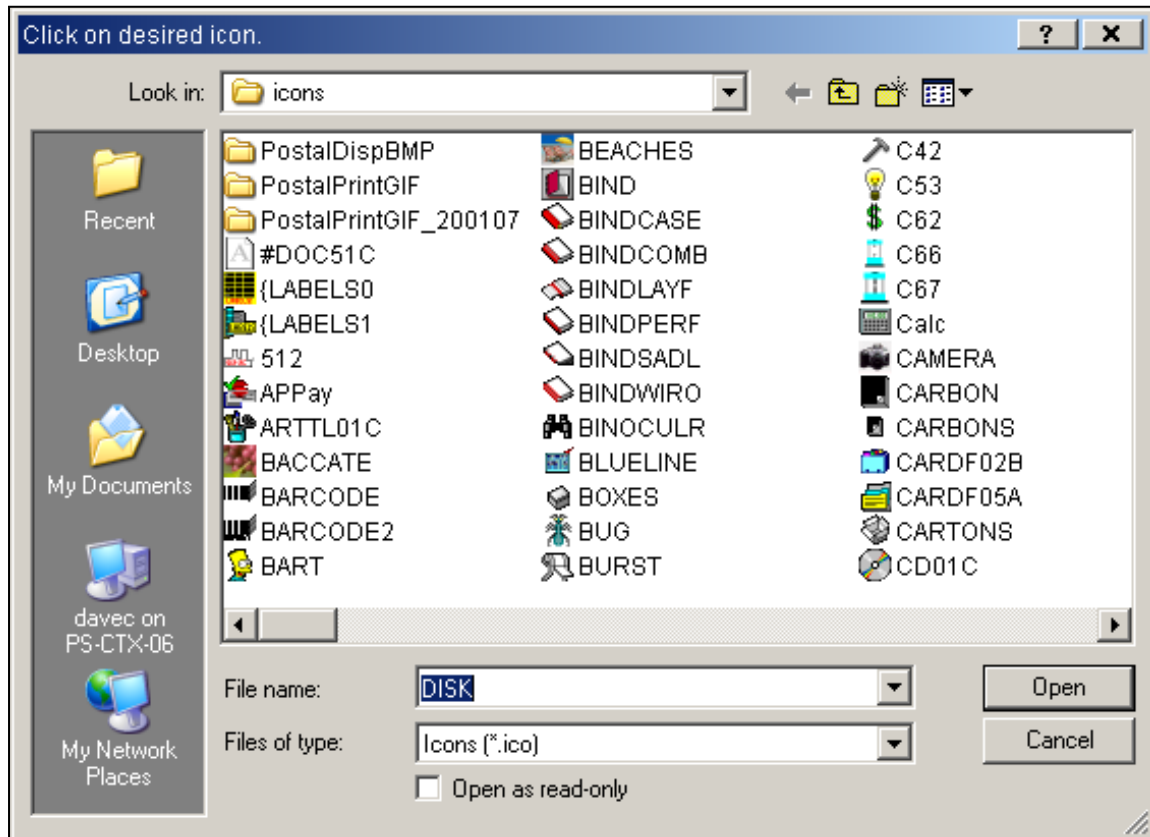
**In-house/Sub** – Drop-down box. Select either, 'In-house' or 'Subcontractor' (an outside buyout/purchase).

**Line Number** - (Optional) The system will default to display Film Processes in alpha order. To customize the order in which these processes appear, use the Line Number field to indicate where the process should list.



**Charge Type** – Drop-down box. Select either, Flat charge (not qty dependent) or Multi-Option (user defined sub-categories).

**Click to set icon** – To select an icon for the process, click in the gray box. The Icon must reside in the path 'P:\Stream: Icons folder' (path may vary dependent on the drive).



Select the icon to be displayed and a thumb nail will be seen in place of the gray box.

## Job Cost Code Links

Job Cost Code Links				
Makeready	43010	L	OUTPUT FILM	0100
Run	43010	L	OUTPUT FILM	0100
Mat./Sub.	43000	M	ELEC. PREPRESS MATERIALS	0100

**Makeready (Labor)** – Enter the activity code in which the setup time will be held / measured. If a Makeready activity code is not desired enter the Run activity code in this field. Type in the code or use the up and down arrows to scroll.

**Run (Labor)** – Enter the activity code in which the run or production time will be held. Type in the code, or use the up and down arrows to scroll.

**Mat/Sub. (Material or Subcontract)** – Required if selected **Subcontract** in the **Details** area or if using Material Costs in the Costs area. Enter activity code in which material or buyout costs will be held.

### Costs

Costs				
Hourly Rate	\$75.00	M/R Mins	5	Flat Rate
Description	Labor (Mins)		Material Cost	Total Cost
B/W Flat	20.0000	f	5.00	30.00
CLR Flat	45.0000	f	5.00	61.25
	0.0000	f	0.00	0.00
	0.0000	f	0.00	0.00
	0.0000	f	0.00	0.00
	0.0000	f	0.00	0.00
	0.0000	f	0.00	0.00
	0.0000	f	0.00	0.00
	0.0000	f	0.00	0.00

Scripts      Clone      Cancel      Save

**Hourly Rate** – The hourly rate (cost) for this process.

**M/R Minutes** – The amount of time in minutes to setup or **Make Ready**.

**Flat Rate** – If you selected **Flat** as the Charge Type enter the Flat Rate \$ amount.

If **Multi-Option** is selected as the Charge Type you may enter up to 9 sub-categories or **standards** for this process.

**Description** – Description of sub-category, size, difficulty factor, or a standard.

**Labor (Minutes)** – The amount of time it takes to produce (1) of these activities.

**Material Cost** – The cost of any materials required to produce (1) of these activities.

**Total Cost** – The system will calculate and display the total cost of labor & materials in this field.

**Scripts** - (Optional) The ability to enter Multiple choice questions, Text, or Quote Letter Notes. (Scripts are a set of production instructions that will print on the Work Ticket).

Select the **Scripts** button in the press, art, film, finishing and bindery screens to attach a set of production instructions for a press or other processes. Questions and answers will print on the Work Ticket next to the process. To **add**, highlight <add question> (upper-left), and enter the question in the entry field (upper-center: next to answer required). To **edit**, highlight the question (upper-left) and enter changes. Select the check box to the right of the question if an answer is required.

1. Select **text** to create a “free typing” text box for additional information.
2. Select **multiple choice** if the answer should be chosen from a pre-determined list. One of the answers can be designated as the default answer (by clicking a “green check” in the box just to the left of the answer).
3. Select **quote letter notes** to print scripts on the quote letter.
4. Select **Save** after each question and answers are entered.

To enter a **second question**, select <add question>, then enter additional questions using the method described above. To **delete** a question, highlight it in the field titled ‘Questions,’ and select ‘Delete Question.’

Multiple choice answers can lead to a second question. To enter this question, press the **more** button and enter the second question. If the second question is designated **Answer Required**, the first question that leads to it must also be designated **Answer Required**.

To **view** or **edit** scripts on an activity, select View (from the file menu), then View Scripts. Click the + sign to view activities under each category. Activities with scripts with have a **question mark?** icon. Highlight the process, right-click and select edit.

Click **Save** before leaving the Scripts screen.

**Clone** - Option to Clone this process to create a new process.

**Save** - Before leaving the Film Process screen.

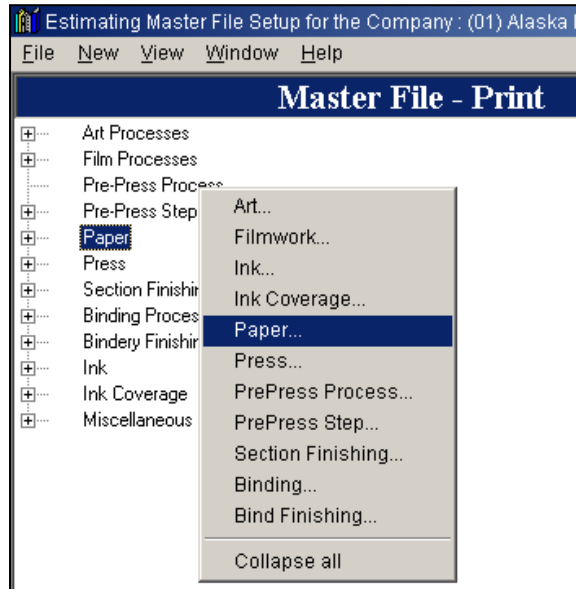
**Note** If you have entered \$ amounts in the ‘Material Cost’ column or if this process is a Subcontract process you **must** include an activity code in the **Mat/Sub Act** field.

## Paper

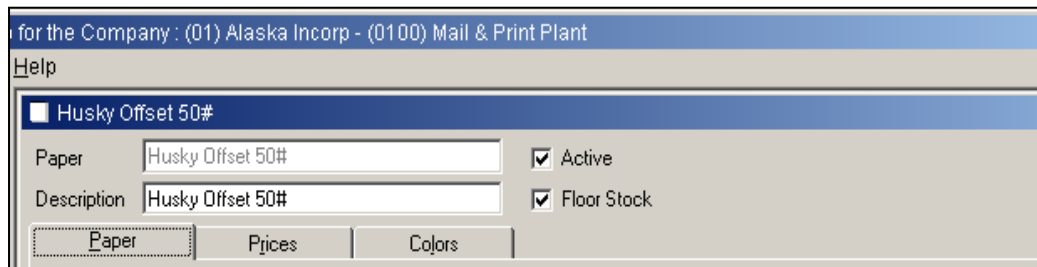
Prior to setting up Paper, make sure that you have already setup and linked all necessary activity codes in **Master Files Reports**.

### To add a Paper in Master Files Print

1. Right-click **Paper** in the tree structure then select **Paper**.



2. Add / Edit the information in the screen.



**Paper** – Enter a unique paper name. Papers are stored by the first letter or number of the paper name. We advise entering the name of each paper first (E.g., Husky Offset 50#). This will store all Husky papers under the same file folder. Double check spelling, paper descriptions cannot be edited after 'saving' unless you run the **paper utility**.

**Description** – (Optional) Enter a description if you want a different paper name to print on the Quote Letter. To change the description, type in a different description and **Save**.

**Active** – Use this check box to label paper as active, clear if it becomes inactive.

**Floor Stock** – Use this check box to label paper as Floor (E.g., Check if you inventory this paper, and/or use it for estimates on a regular basis). Clear for non-stocked Special Order Paper.

**Note** Do not change this setting back and forth.

Floor Stock will have sizes and values attached when selected in Estimating. Floor stock will be visible when View > Floor Stock is selected.

Special Order Stock does not have prices or sizes stored and must be entered on each estimate. To view Special Order Paper, select View > Special Order Paper.



## Parameters

Paper		Prices	Colors
<b>Parameters</b>			
Category	A-Offset/Bond	Ink Factor	1.00
Subcategory		Press Speed	100.00% %
Type	Sheet	Case Making Speed	0.00% %
Perfect	Yes	Sheets Per Lift	500
Work & Turn	Yes	Sheeting Waste	0.00% %
Charge By	Sheets	Pages Per Inch	1100
Min Buy Qty	0	Caliper	0.00182
In Packs Of	0	Use Caliper	<input type="checkbox"/>
		Coated	<input type="checkbox"/>

**Category** – Select a category from the drop-down menu entered in 'Paper Types' used for press selection in estimating. Set up in Master Files Print > Miscellaneous > Paper Types.

**Sub Category** – (Optional) Allows further filtering of papers, (E.g., Category - Cover, Sub Category could be coated or uncoated.) See setup in Master Files Print > Miscellaneous > Paper Types

**Type** – Select type of paper: Continuous, Flexo, Material, Sheet, or Web.

**Perfect** – **Yes** if paper can be 'perfected' on a press run or **No** if it cannot.

**Work & Turn** – **Yes** if this paper can run Work & Turn or **No**, if it cannot. (E.g., Coated One Side Cover paper)

**Charge By** – Select the charge method from drop-down menu. (E.g., if Sheetfed, then select 'Sheet,' if Web papers, then select 'Weight'.)

**Min. Buy Qty** – (Optional) If minimum purchase quantity exists enter the quantity. (E.g., envelopes = 500.)

**In Packs of** – (Optional) Enter the number of sheets/lbs. in a whole carton, pack, or roll.

**Ink Factor** – Enter ink absorption factor. (E.g., 1.0 for uncoated, 0.70 for coated, etc.)

**Press Speed** – Enter paper press speed. (E.g., 95%, overrides the "standard" paper type speed in the Master File Print > Press.)

**Case Making Speed** – (Optional) Affects case making speed if paper is bookbinding cloth.

**Sheets/Lift** – Enter number of sheets that are lifted into the cutter for each cutting load. (E.g., Text = 500 sheets.)

**Sheeting Waste** – (Optional) Add waste% if you are sheeting off a web or cont. press.

**Pages Per Inch** – Enter Pages per Inch (PPI) measurement used thickness calculations.

**Caliper** – Enter paper caliper in thousandths of an inch used for thickness calculations.

**Use Caliper** – Select if you want the system to base calculations on caliper not PPI.

**Coated** – (Optional) This will make the “coated factor” for the paper available for use in User Defined Formulas, used for spine calculations BE and POE.

## Weights

The 'Weights' dialog box contains the following fields:

- Basis Type:** A dropdown menu currently showing 'A-Book'.
- Basis Weight:** A text input field containing '50.00'.
- OR** (centered separator)
- Pounds:** A text input field containing '0.0000'.
- Per:** A text input field containing '0'.
- Sq. inch:** A label next to the 'Per' field.

**Basis Type** – Select the Basis Type (industry standard 'hard coded' drop-down menu)

**Basis Weight** - Enter industry standard basis weight.

OR

**Pounds** – (Optional) Enter pounds and **Per** - xxx Sq. Inches (usually only for Carbon stocks).

Below are the **Basis Sizes** for the **Basis Types** in **Master Files Print > Paper**. They are hard coded in the program and there isn't a place where they can be entered. What is actually stored is the number of square inches based on the Basis Size, not the Basis Size itself.

Basis Type	Basis Size	Square Inches
Book	25 x 38	950
Writing (Bond)	17 x 22	374
Wrap	24 x 36	864
Cover	20 x 26	520
P. Bristol	22 ½ x 35	788
Index	25 ½ x 30 ½	778
V. Bristol	22 ½ x 28 ½	641
Card	?	1032

## Job Cost Links

The 'Job Cost Links' dialog box contains the following fields:

- Supplier:** A text input field containing 'Unisource Paper Company'.
- Activity Code:** A text input field containing '50000'.
- Material Code:** A text input field containing 'M PAPER'.
- 0100:** A small text box or label at the end of the Material Code field.

**Supplier** – (Optional) Enter the default Vendor that this paper is typically purchased from.

**Activity Code** – Enter the material activity code that you have set up for paper.

## Web Paper Link

The 'Web Paper Link' dialog box contains a single text input field labeled 'Web Paper'.

**Web Paper** - Do not use. For future programming.

## Linked Markup Template

If Paper Markup Templates are enabled, (see the above section Miscellaneous > Paper Markup Templates), link the paper to a markup template here.

Linked Markup Template :	Used	Template	For Paper 'Charge By'	Defin
	<input type="checkbox"/>	General Flexo	Inches	9999%
	<input checked="" type="checkbox"/>	General Sheetfed	Sheets	9999%
	<input type="checkbox"/>	General Web	Weight	9999%

## Prices

The Prices screen lists the standard sizes that this paper is available in, along with the appropriate quantity breaks and pricing.

### Allow Paper Trim Sizes - Cleared

The following screens show how the Prices screen will appear if you have cleared **Allow paper Trim Sizes** in **Master Files Print > Miscellaneous > Estimating Parameters**.

☐ Disable Efficient Washup and Ink Minimum Charges  
☐ Allow Paper Trim Sizes  
☒ Use Multi-unit coating presses

The screenshot shows the 'Estimating Master File Setup' window with the 'Prices' tab selected for 'Husky Offset 50#'. The 'Qty Breaks' dropdown is set to 'By Paper QTY'. The 'Last Update' is 4/9/1999. The 'Paper Sizes' table lists prices for various dimensions.

Qty Breaks Quantity up to ...	99,999,999	0	0	0	and over
17 1/2 x 22 1/2	\$39.0000				
19 x 25	\$45.0000				
23 x 35	\$89.0000				
25 x 38	\$110.0000				

Below the table, there are input fields for 'Sheet to Roll weight' (0) and 'Roll Price' (0). The 'Linked Markup Template' is also shown.

**Qty Breaks** - Select **By Paper QTY** when entering prices based on quantity of sheets/lbs. as shown is the screenshot above.

**Last Update** – Date that the last update to the paper prices was made.

**% modify all prices** – Enter a % to ripple an increase or decrease (- negative #) across all pricing cells.

**Qty Breaks/Quantity up to...** – Enter up to 4 quantity breaks for pricing. If you don't need all the quantity breaks, make sure the last break = **99,999,999**.

**Paper Sizes** – Enter the standard sizes for this paper from smallest to largest. At least ONE standard size must be entered for each paper. **Sheet** stock requires the entry of both the width and depth of the sheet, separated by the 'x' character. (Traditionally grain direction is determined as the second dimension.) **Web** and **Continuous** stock only require the entry of one dimension, the roll width. Enter the price for each size under the appropriate quantity break.

**Note** The following fields do NOT relate to Web Paper, they are for Sheets, and for users are buying Roll Stock, and sheeting for Sheetfed presses.

**Sheet to Roll Weight** – (Optional) Enter the weight at which you will stop considering sheets and only look at rolls for this paper. Used for plants that buy rolls and convert to sheets for Sheetfed print method, to a custom size - **This only works with Book Estimating and Print Order Entry.**

**Roll Price** – (Optional) Enter the minimum Roll Price for sheeting off your web or continuous press. When using sheeter, this is the estimating cost for the roll paper. **This only works in Book Estimating and Print Order Entry.**

**Sheeting per CWT** - (Optional) This is the charge per CWT for sheeting this paper from rolls to sheets. **This only works in Book Estimating and Print Order Entry.**

Click **Save** before leaving the screen.

**Note** You can enter both sheet and rolls for the same paper on the same Master Files Print > Paper item, by altering what is shown in the Prices screen. For Sheets, show both dimensions. **This only works for Book Estimating and Print Order Entry.**

**To Change Paper Prices, one by one** - Go to **Prices** tab. Either enter a figure to the "modify all prices" and select **Modify**. If prices change only on certain sizes, enter the new price on the appropriate line and **Save**.

**Qty Breaks** - Select **By Carton QTY** when entering prices based on carton quantity of sheets as shown in the screenshot below.



**Sheets Per Ctn** - Enter the number of sheet per carton for each size.

**Qty Breaks/Quantity up to...** – Enter up to 4 carton quantity breaks for pricing. If you don't need all the quantity breaks, make sure the last break = **99,999,999**.

Click **Save** before leaving the screen.

Click **Save** before leaving the screen.

**Enter Price By CWT** - Select this check box to use paper pricing based on CWT.

Estimating Master File Setup

File New View Window Help

**Master File - Print**


- Art Processes
- Film Processes
- Paper
  - C
    - Husky Offset 50#
    - Husky Offset 50#
    - Husky Offset 50#
    - Husky Offset 60#
    - Husky Offset 60#
    - Husky Offset 70#
  - E
  - H
- S
- X
- Press
- Section Finishing
- Binding Processes
- Bindery Finishing
- Ink
- Ink Coverage
- Miscellaneous
  - Estimating Parameters
  - Paper Precut
  - Paper Types
  - Template Types
  - Press Special M/Rs
  - User Defined Plate Typ
  - Section Finishing Modi
  - Binding Modifiers
  - Default Markups
  - Product Type Categori
  - Carton Definitions
  - Skid Definitions
  - Measurements

**Husky Offset 50#**

Paper: Husky Offset 50# ☒ Active

Description: Husky Offset 50# ☒ Floor Stock

Qty Breaks: By Carton QTY

Enter Price By CWT ☒ 

Last Update: 8/14/2009 % modify all prices:

Qty Breaks Quantity up to ...	Cartons	99,999,999	0	0	0	and over
Price (per CWT)		55.00	0.00	0.00	0.00	0.00
Paper Sizes	Sheets Per Ctn					
17 1/2 x 22 1/2	1500	\$22.5500	\$0.0000	\$0.0000	\$0.0000	\$0.0000
19 x 25	1000	\$27.5000	\$0.0000	\$0.0000	\$0.0000	\$0.0000
23 x 35	500	\$46.7500	\$0.0000	\$0.0000	\$0.0000	\$0.0000
25 x 38	500	\$55.0000	\$0.0000	\$0.0000	\$0.0000	\$0.0000

Sheet to Roll weight

Roll Price

Linked Markup Template :

Update Paper Inventory

**Price (per CWT)** - Enter the CWT price for each quantity break. Then select the Calculator icon to calculate paper prices based on CWT.

Click **Save** before leaving the screen.

### Allow Paper Trim Sizes - Selected

The following screens show how the Prices screen will appear if you have SELECTED 'Allow paper Trim Sizes' in Master Files Print > Miscellaneous > Estimating Parameters.

☐ Disable Efficient Washup and Ink Minimum Charges

☒ Allow Paper Trim Sizes

☒ Use Multi-unit coating presses

Roll stock will show only one dimension (the width of the roll). When you have this situation the Sheet to Roll weight, Roll Price, and Sheeting per CWT logic will work.

The screenshot shows the 'Estimating Master File Setup' window with the 'Husky Offset 50# Web' paper selected. The 'Paper' tab is active, showing details for 'Husky Offset 50# Web'. The 'Prices' tab is also visible, showing a table of paper sizes and their prices.

Qty Breaks	Quantity up to ...	99,999,999	0	0	0	and over	4 Way Trim Size	Cut into	Max Qty before No Sheeting
Paper Sizes									
17	\$33.0000					0	Yes		0
17 1/2	\$33.0000					0	Yes		0
35	\$33.0000					0	Yes		0

At the bottom, there are input fields for 'Sheet to Roll weight' (5000), 'Roll Price' (32), and 'Sheeting per CWT' (6). There is also a 'Linked Markup Template' field.

#### Note The options below are only for Book Estimating and Print Order Entry

**Max Qty Based on Weight** – Select if the Max quantity is to be based on Weight instead of sheets. Must include a roll cost to be applied on special sizes.

**4 Way Trim Size** – Specifically for binder boards on case bind books, use if you square boards before sending to board slitter.

**Cut into Smaller Sizes** – Select **Yes** or **No** if you would cut this to a smaller size.

**Max Quantity before Special Order** – Input a value here that is the maximum number of sheets or pounds to use from inventory before considering a special order.

**No Sheeting Margin** – Programmed specifically for book endsheets from custom sized rolls.

**Update Paper Inventory** – Inventory Paper items are linked directly to papers in Master Files Print. This link allows you to search inventory for things that are not in the inventory file like basis weight, caliper, and paper category. If you make changes to any of these fields in the Master File and you have Paper Inventory items linked to the paper you must press this button to update the inventory items. Also if you use the "Adj Paper Price" to change the name of an estimating paper that has inventory links you must press this button after changing the name to update the names of all the inventory paper that is linked to this master file paper.

#### Note Roll Stock here ONLY refers to paper purchased in Rolls that will be sheeted down for use on a Sheetfed Press.

Click **Save** before leaving the screen.

## Colors

The Color screen captures the standard colors that this paper is available in, along with (optional) vendors' paper codes. If the optional vendor paper codes are entered in this screen, this information can be used to; automatically print codes on Purchase Orders to the Vendor and automatically update your paper pricing from a compatible vendor supplied price update disk.

[illegible]

**Paper Colors** – Enter the standard colors available for this paper. All papers must have at least one color entered in this screen.

**Vendor Paper Codes by Size** - (Optional) Each cell to the right of the paper color represents the combination of color and size. In your vendor price books you will find unique codes that represent this combination of paper, size and color. Enter the codes for each color/size combination for the default paper vendor.

Click **Save** before leaving the screen.

**Update Paper Inventory** – If there is an exact match for this paper as an inventory item, when you are making changes from here, those changes will update accordingly in the Inventory program when you select this button.

Update Paper Inventory

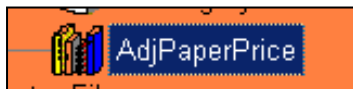
**Clone** - Option to Clone this paper to create a new paper.

**Note** ALL (3) paper screens MUST be completed for the estimating system to calculate papers correctly. Option to **'Clone'** the paper screen if entering similar papers. We recommend before setting up or cloning all of your Paper Files that you enter one paper first, select it on a template, then view the Pricing Screen, Quote Letter, Quote Breakdown and Work Ticket. This will help show you how pricing and information displays in the various reports in **Estimating / Order Entry**.

## Adjust Paper Price

**Paper Utility** – Edit Paper Descriptions and/or Pricing.

**Note** This is a separate stand-alone module.



This utility was designed to edit paper descriptions or to re-name a paper as discontinued or 'OLD'. Option to update paper pricing as well without changing each paper one at a time.

The screenshot shows the 'Paper Price Changes' application window. The left pane displays a tree view of paper categories (B, C, E, H, S, X) with 'Husky Offset 50# (8/14)' selected. The main pane shows the details for 'Husky Offset 50#'. The 'Paper Name' is 'Husky Offset 50 #', 'Pounds' is '0.0000', 'Web or Sheet' is 'Sheet', 'Charge By' is 'Sheets', 'Basis Wt.' is '50.00', 'Last Update' is '8/14/2009', and 'Colors' is 'White'. The 'Supplier' is 'DP House Inc.'. The 'Current Price' is '0', 'New Price' is '0', and 'Percent Change' is '0'. The 'Calculation Type' is 'W/O Col Adj'. The 'Current Price Column' is '1'. The 'Paper Sizes' table shows the following data:

Quantity up to ...	99999999	0	0	0	0 and over
17 1/2 x 22 1/2	22.55	0.00	0.00	0.00	0.00
19 x 25	27.50	0.00	0.00	0.00	0.00
23 x 35	46.75	0.00	0.00	0.00	0.00
25 x 38	55.00	0.00	0.00	0.00	0.00

The 'Column Adjustments' row shows values: 66.66, 0, -5, -10, -18. The bottom right contains buttons: 'Revert Back', 'Apply', 'Save', 'Next', 'Save Name Change', and 'Close'.

**To Update Pricing** - Highlight the current paper price column (turns yellow) and enter a 'New Price' (center of screen) and select **Save** OR enter a 'Percent Change' (center/right screen) and select 'Apply'. This will apply the price change based on the Calculation Type.

**Calculation Type** - Select With or without Column Adjustment or Individual Price depending if you want the pricing change to apply to one paper size or all.

Price changes will only be applied to NEW estimates.

**To Edit a Paper Name**

- 1. Enter new paper name & select **Save Name Change**.
- 2. Close or select **Next** to continue.
- 3. Select **Name Change** (from the menu bar, upper left next to Help) and select **Start**. The utility will update all current estimates with the **New Paper Name**.

Update Name Indexes

Number of JOBPAPER Records Updated

352 of 5788

Number of ESTTYPES Records Updated

7 of 24

Update Status: Complete

Record #	Old Paper Name	New Paper Name
JOBPAPER 31	Husky Offset 50#	Husky Offset 50 #
JOBPAPER 33	Husky Offset 50#	Husky Offset 50 #
JOBPAPER 35	Husky Offset 50#	Husky Offset 50 #
JOBPAPER 37	Husky Offset 50#	Husky Offset 50 #
JOBPAPER 52	Springhill C1s Cover 10Pt	Springhill C1S Cover 10Pt.
JOBPAPER 68	Springhill C1s Cover 10Pt	Springhill C1S Cover 10Pt.
JOBPAPER 70	Husky Offset 50#	Husky Offset 50 #
JOBPAPER 74	Husky Offset 50#	Husky Offset 50 #
JOBPAPER 80	Husky Offset 50#	Husky Offset 50 #

Start

Close

# Press

## Basic Specifications

The **Basic** tab captures the basic press specifications. **ALL** (9) screens MUST be completed in order for the estimating system to calculate and select presses correctly. Each Press requires a unique number. **Number your presses from smallest to largest, in terms of minimum to maximum press sheet size and minimum to maximum colors/cylinders per run.**

The Estimating system uses numerical order, press sheet size, number of cylinders/colors, paper size, press and paper type (Web, Continuous, Cut Sheet, Flexo...), ink coverage, perfecting and layout as the primary factors for press selection.

To create a new Press, right-click **Press** in the tree structure then select **Press**. To edit a Press, click the **Press** name in the tree.

The screenshot shows the 'Estimating Master File Setup' window with the '240 Heidelberg' press configuration tab selected. The left pane shows a tree structure with 'Press' selected. The main area contains the following fields:

- Number:** 2
- Press Name:** 240 Heidelberg
- Active:** ☒
- Configuration:**
  - Max. Colors/Run:** 2
  - Format:** Sheet
  - Bleed Size:** 1/8
  - Min. Paper Size:** 17 x 22
  - Image Method:** Offset
  - Coater:** No
  - Max. Paper Size:** 28 x 40
  - # of Rolls:** 0
  - Gripper Margin:** 0
- Settings:**
  - Registration:** Yes
  - Paper Plates:** No
  - Foiling:** No
  - Max Ink Coverage:** 100.00%
  - Metal Plates:** Yes
  - Charge Ft./Hr.:** No
- Perfecting:**
  - Perfecting:** Yes
  - Charge M/Rs:** 2 sides
  - Colors 1st Side:** 1
  - 2nd:** 1

Buttons at the bottom: Clone, Cancel, Save.

**Number** - Enter a unique press number. (See above details regarding press numbering.)

**Press Name** - Enter a unique press name.

**Caution** Press names cannot be changed once they have been saved.

**Active** – Select the Press as **Active**. Clear to change a Press to inactive.

**Max. Colors/Run** – Total number of plate cylinders/colors on the press.

**Min. & Max. Paper Size** – Sheetfed enter min. x max. paper size in inches. **Web & Continuous presses enter min. roll width x min. cutoff & max. roll width x max. cutoff in inches.**

**Format** – Select the paper feeding format as described below;

**Continuous** – Sizes are calculated same as web described above, but there are 4 cylinder sizes allowed, so 4 different cutoffs can be used.

**Flexo** - Variable width and variable cutoffs calculated.

**Label** - Not used.

**Multi-Roll Web** - DO NOT USE WITHOUT CONSULTING PRINTSTREAM SUPPORT. For special use when different roll stands with different inline finishing options are required. Does not function in Print & Mail Estimating.

**Sheet** - Minimum/maximum paper size is based on length vs. width of press for calculation.

**Web** - Width of press and cutoff are dimensions used in calculations. Roll widths may vary, but the cutoff (length) must always be the same (fixed cutoff). Use this format for single and double roll web presses.

**Imaging Method** - Select imaging method. Imaging method is not used in calculations, it is informational only.

**# of Rolls** - For Web and Continuous presses only. Enter number of rolls the web press can feed.

**Bleed Size** - Standard bleed size (E.g., 1/8" for double cuts when stepping image).

**Coater** - **Yes**, if you want to calculate the cost of the aqueous coating material, includes the option to charge a wash up.

**Gripper Margin** - (Used only for Book Estimating.) Enter gripper margin for press.

**Registration** - Works with designated ink coverage registration to determine if this press is suitable to run job.

**Max Ink Coverage** - Maximum ink coverage % possible on this press.

**Paper Plates** - **Yes** = Paper plates can be used, **No** = Paper plates not possible.

**Metal Plates** - **Yes** = Metal plates can be used, **No** = Metal plates not possible.

**Foiling** - (Optional) **Yes** = this press is capable of foil stamping, **No** = Not capable.

**Charge by Ft/Hr** - **Yes** = Speed in Feet per hour, **N** = Speed in impressions per hour. **Web & Continuous, if more than 1 cutoff you must select Y=speed in Feet per hour.**

**Perfecting & Charge M/R's** - **No** = Cannot Perfect. **Yes** = Press can print both sides in a single pass. If **Yes** perfecting, charge for 1 or 2 makereadies. **ONLY** will indicate this press is ONLY used as a perfecting press.

**Colors 1st Side / 2nd side** - If **Yes** for Sheetfed press enter maximum colors on each side for a single pass though the press. If **Yes** for web, enter the manufacture maximum # of colors per single pass though the press. Continuous presses for the 2nd side are based on the # of turn-bars.

**Scripts** - (Optional) The ability to enter Multiple choice questions, Text, or Quote Letter Notes. (Scripts are a set of production instructions that will print on the Work Ticket).

Select the **Scripts** button in the press, art, film, finishing and bindery screens to attach a set of production instructions for a press or other processes. Questions and answers will print on the Work Ticket next to the process.



To add, highlight <add question> (upper-left), and enter the question in the entry field (upper-center: next to answer required).

To edit, highlight the question (upper-left) and enter changes. Select the check box to the right of the question if an answer is required.

1. Select **text** to create a **free typing** text box for additional information.
2. Select **multiple choice** if the answer should be chosen from a pre-determined list. One of the answers can be designated as the default answer (by clicking a "green check" in the box just to the left of the answer).
3. Select **quote letter notes** to print scripts on the quote letter.
4. Select **Save** after each question and answers are entered.

To enter a second question, select <add question>, then enter additional questions using the method described above.

To delete a question, highlight it in the field titled Questions, and select Delete Question.

Multiple choice answers can lead to a second question. To enter this question, press the **more** button and enter the second question. If the second question is designated **Answer Required**, the first question that leads to it must also be designated Answer Required.

To view or edit scripts on an activity, select View (from the file menu), then View Scripts. Click the + sign to view activities under each category. Activities with scripts with have a question mark? icon. Highlight the process, right-click and select edit.

Click **Save** before leaving the Scripts screen.

**Clone** - Option to Clone this press to create a new press.

**Save** - Before leaving the Press screen.

**Note** We recommend before **cloning** presses that you enter one press first, create a template within the press specs then view the Pricing screen, Quote Letter, Quote Breakdown and Work Ticket. This will help show you how pricing and information displays in the various screens in **Estimating / Order Entry**.

# Hourly Rates Screen

The **Press Hourly Rate** tab captures the information about the standard hourly rates you charge for this press, dependent upon the number of colors being printed. It is not necessary for the press hourly rate to change for each different number of colors. This feature is provided simply as an option for those operations that find this varying charge rate appropriate. Complete this table regardless of whether you charge different rates or not. If your rates do not change enter 100% for each color combination. The estimating system will default the hourly rate to the 6 color rate for printing passes in excess of 6 colors.

Estimating Master File Setup

FileNewViewWindowHelp

Master File - Print

Art Processes

Film Processes

Paper

Press

- Itek - (1)
- 240 Heidelberg - (2)
- 640 Heidelberg - (3)
- Didde 6 - (4)
- Suburban - (5)
- Xeikon - (6)
- Sanden 10 Clr 28/
- Color King 2000 - (

Section Finishing

Binding Processes

Bindery Finishing

Ink

Ink Coverage

Miscellaneous

- Estimating Paramet
- Paper Precut
- Paper Types
- Template Types
- Press Special M/R

Scripts

240 Heidelberg

Number2

Press Name240 Heidelberg

Active

Special M/Rs

Ink Factors

Job Cost Links

Basic

Press Hourly Rates

Platemaking

Press Speed

Run Waste

Press M/R

Press Hourly rate

\$150.00

Helper rate

\$0.00

	% of Press Hourly Rate	Marked Up Press Rate
1 Color Markup	100	\$150.00
2 Color Markup	100	\$150.00
3 Color Markup	100	\$150.00
4 Color Markup	100	\$150.00
5 Color Markup	100	\$150.00
6 Color Markup	100	\$150.00

Clone

Cancel

Save

**Press Hourly Rate** – Enter the primary hourly rate for the press when all printing units are in use.

**Helper Rate** – (Optional) Enter the additional hourly rate you would charge for any helpers / additional workers that are needed on the press for the various press modifier options that can be setup for this press (see Special M/R tab for defining special modifiers for helpers / additional workers).

**% of Press Hourly Rates and M/U Press Rates** – In the % of press hourly rate column fill in the appropriate percentage of the main press hourly rate that you would charge when printing the indicated number of colors. If you do not change the hourly rate when printing different numbers of colors, then enter 100% for all rows. For color options greater than 6 colors the hourly rate will default to the 6 color rate. The Marked Up press rates will be computed for display purposes only.

Click **Save** before leaving the screen.

## Platemaking

The **Platemaking** tab captures the information required for calculating platemaking charges for each press.

**Master File - Print**

240 Heidelberg

Number: 2  
Press Name: 240 Heidelberg ☒ Active

Special M/Rs: Basic | Press Hourly Rates | Platemaking | Ink Factors: Measure | Job Cost Links: Run Waste | Press M/R

Plate Type	Rate/ Hour (\$)	Time (Min.s)	Material Cost (\$)	Measure	Plate Labor	Plk Mat
Metal	\$50.00	15.00	\$10.00	Unit	42510	42500
Standing	\$0.00	0.00	\$0.00	Unit	0	0

Scripts | Clone | Cancel | Save

**Plate Type:** Lists types of plates available. Under **Miscellaneous** in the tree structure is an option in the **Estimating Parameters** screen to turn on user defined plate types. If you change the user defined plates after setting up presses, you will need to go back and re-do this screen for every press. Check the Plate Type(s) used for this press.

**Estimating Master File Setup**

**Master File - Print**

Suburban - (5)  
Xeikon - (6)  
Sanden 10 Clr 28/22/17 - (7)  
Color King 2000 - (11)

ection Finishing  
inding Processes  
indery Finishing  
nk  
nk Coverage  
iscellaneous

Estimating Parameters  
Paper Precut  
Paper Types  
Template Types  
Press Special M/Rs  
User Defined Plate Types  
Section Finishing Modifiers

**User defined Plates**

User defined Plates	Default
Metal	<input checked="" type="checkbox"/>
Standing	<input type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/>

Cancel | Save

**Rate/Hour (\$)** – Enter the platemaking hourly rate in dollars.

**Time (Minutes)** – Enter time in minutes to make one plate.

**Material Cost (\$)** – Enter cost of material in dollars for each plate.

**Measure** – Select ‘Unit’ = cost of material for one plate or select ‘1000 Sq.’ = cost of material per 1000 square inches, based on total image size.

**Plate Labor** - Enter the labor activity code for platemaking for this plate type.

The screenshot shows the 'Estimating Master File Setup' window with the '240 Heidelberg' plate selected. The left sidebar lists various categories like Art Processes, Film Processes, Paper, Press, etc. The main area displays the configuration for the '240 Heidelberg' plate, including fields for Number, Press Name, and Active status. Below these are tabs for Special M/Rs, Ink Factors, and Job Cost Links. The 'Job Cost Links' tab is active, showing a table with columns for Material Cost (\$), Measure, Plate Labor, Plate Material, Max Impressions, and NAMEFILE\_LINE\_NO.

Material Cost (\$)	Measure	Plate Labor	Plate Material	Max Impressions	NAMEFILE_LINE_NO
\$10.00	Unit	42510	PLATEMAKII	42500	PLATE MATI 25000 1
\$0.00	Unit	0	0	0	2

**Plate Material** - Enter the material activity code for plate materials for this plate type.

**Max Impressions** – Enter the maximum number of impressions for this plate type. The system will calculate the additional plates after the run exceeds the maximum impressions entered.

Click **Save** before leaving the screen.

## Press Speed

The **Press Speed** tab captures the information required to calculate press run speeds. There are three separate tables within this screen that control speed variances based on: quantity breaks, number of webs & colors, and paper type. Before completing this screen for any of your presses, make sure that you are comfortable with the paper types that appear in the far right table. If you need to modify these, please do so within the Paper Types screen under the **Miscellaneous** options.

### Press Base Speed

**Run Quantity** – Enter any quantity breaks for run speeds. If no breaks enter 99,999,999 in the first field.

**Impressions per Hour** – Impressions per hour or feet per hour dependent upon what you selected for “Charge by Ft/Hr” in the basic screen for this press.

**Minimum Press Speed** – (Optional) A minimum press speed will override any speed reduction entered to account for the various impacts that the; number of colors, paper types, special M/R's, paper or ink coverage have on press speed. Because these impacts are cumulative, entering a minimum press speed can prevent an unacceptably slow press speed.

### Press Color Speed Factors

**Webs** – Number of webs being fed simultaneously. For both Web & Sheetfed presses you will need to repeat the color combination rows for as many reels/units that can be fed into the press simultaneously and should also include multi-pass options.

**Colors** – Enter the number of printing units being used.

**Reduce Speed By** – Enter the percentage that the standard press speed should be reduced by, that is appropriate for each web and color combination (enter 0% if no reduction is desired).

### Press Paper Speed Factors

**Type of Paper** – Displayed from the list entered in ‘paper types’ screen under miscellaneous setups. Check if this type of paper can be printed on this press.

**Speed (%)** – Enter percentage of standard speed that the press would typically run when printing on this type of paper (100% if no reduction / increase is appropriate).

**Max Run Qty** – Enter the greatest number of sheets (impressions) you would consider running on this press for this type of paper. This option is typically used to limit quantity (E.g., Envelopes or specialty papers that you would consider running on a specific press. By limiting a certain press you can also control the automatic selection of a subsequent press based on these quantity limits).

Click **Save** before leaving the screen.

## Run Waste Screen

The **Run Waste** tab captures the information used to calculate waste, consumed by the make ready process as well as the run waste. The screen includes columns for factoring in the number of webs, colors and quantity breaks.

**Note** Not adding waste to a print method option will NOT mean this print method will not be selected for this press. It only means NO WASTE will be added when this Print Method is used.

**Press Waste Bases On Total Colors** (Cleared in **Miscellaneous > Estimating Parameters.**)



 A screenshot of the "Estimating Master File Setup" window. The "Master File - Print" tree on the left shows the "Press" section expanded, with "240 Heidelberg - (2)" selected. The main window displays the "240 Heidelberg" setup. The "Run Waste" tab is active, showing a table with columns for Webs, Colors, Job M/R Waste, Plate M/R Waste, Subs M/R Waste, and six "Up to..." columns for quantity breaks. The table contains two rows of data. The "Scripts" button is at the bottom left, and "Clone", "Cancel", and "Save" buttons are at the bottom right.
 

Web	Color	Job M/R Waste	Plate M/R Waste	Subs M/R Waste	Up to...	Up to...	Up to...	Up to...	Up to...	Up to...
1	1	25	100	0	2500	5000	20000	9999999		
1	2	25	100	0	5.00	3.00	2.00	1.00		

**Webs** – Enter the number of webs/units simultaneously being fed through the press for this waste table web / color combination.

**Colors** – Enter the number of colors being printed for this web/color combination.

**Job M/R Waste** – The number of sheets it takes setup the feeder and general press options. Do not include plate setup.

**Plate M/R Waste** – The number of sheets it takes to mount, register and color correct (ready for production) the first complete set of plates for the current section.\*

**Subs M/R Waste** – Used when run length requires an additional plate, or additional plates are added to a section.\*

**Up to...** – Start by entering the quantity breaks you wish to base the run waste percentages on. You may enter up to six (6) quantity breaks. All columns for the quantity breaks are not required, but the last quantity break needs to be 99,999,999 to accommodate the longest run. Then enter the % to be applied to the run quantity for calculating run waste for each web/color combination row.

Click **Save** before leaving the screen.

**\*Paper waste for each press is cumulative - it adds Job M/R, Plate M/R, Subs. Waste AND adds them to the % Run Quantity Waste.** We recommend before cloning presses that you enter one press first, create a template within the press specs then view the Pricing screen, Quote Letter, Quote Breakdown and Work Ticket. This will help show you how pricing and information displays in the various screens in **Estimating / Order Entry**.

**Note** When this option is selected the running waste is calculated on a curve. If the old waste setting is used it calculates the running waste on a straight stair step break.

**Press Waste Bases On Total Colors** (Selected in **Miscellaneous > Estimating Parameters.**)

This feature allows users to specify in the press waste tables waste based on the combination of Front and Back colors and run method as well as for specific run methods like perfect, sheetwise, work and turn, and work and tumble. If this feature is turned on, it will need a waste table for each color combination front and back and webs as well as for each method where the waste values may be different.

Place the cursor between the column header to drag open (expand) the new additional columns.

Web	Colors	Colors(Back)	Sheet Wise	Work & Turn	Work & Tumble	Perfect	Job M/R Waste	Job M/R Waste(Back)
1	1	1	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	100	
1	1	1	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	100	
1	2	0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	100	
1	2	0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	100	
1	4	0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	200	
1	4	0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	200	
1	4	0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	250	

**Webs** – Enter the number of webs/units simultaneously being fed through the press for this waste table web / color combination.

**Colors** – Enter the number of colors being printed for this web/color combination.

**Colors (Back)** – Enter the number of colors on the back being printed for this web/color combination.

**Sheet Wise** - Select to apply this waste factor to Sheetwise printing.

**Work & Turn** - Select to apply this waste factor to Work & Turn printing.

**Work & Tumble** - Select to apply this waste factor to Work & Tumble printing.


**Perfect** – Select to apply this waste factor to Perfecting printing.

**Job M/R Waste** – The number of sheets it takes setup the feeder and general press options. Do not include plate setup.

**Job M/R Waste (Back)** – enter the amount of waste desired for the back side of the press sheet. If you do not want Job MR waste applied to the back side (if you are going to run the back side of a sheet wise form right away, you may not want to charge to do press set up for the job twice) then do not put any value here

**Plate M/R Waste** – The number of sheets it takes to mount, register and color correct (ready for production) the first complete set of plates for the current section.\*

**Subs M/R Waste** – Used when run length requires an additional plate, or additional plates are added to a section.\*



**Up to...** – Start by entering the quantity breaks you wish to base the run waste percentages on. You may enter up to six (6) quantity breaks. All columns for the quantity breaks are not required, but the last quantity break needs to be 99,999,999 to accommodate the longest run. Then enter the % to be applied to the run quantity for calculating run waste for each web/color combination row.

Click **Save** before leaving the screen.

**\*Paper waste for each press is cumulative - it adds Job M/R, Plate M/R, Subs. Waste AND adds them to the % Run Quantity Waste.** We recommend before cloning presses that you enter one press first, create a template within the press specs then view the Pricing screen, Quote Letter, Quote Breakdown and Work Ticket. This will help show you how pricing and information displays in the various screens in **Estimating / Order Entry**.

**Note** When this option is selected the running waste is calculated on a curve. If the old waste setting is used it calculates the running waste on a straight stair step break.

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## Press M/R

The **Press M/R** tab captures the information used to calculate make ready (setup) times. The screen includes columns for factoring in number of webs and colors.

[illegible]

**Ink W/U (Minutes)** – Enter the number of minutes for one ink wash up per ink fountain. The ink wash up cost, **Ink W/U Costs (\$'s)**, will automatically calculate based on entries made in the both the press and ink screens.

**Webs** – Enter the number of webs/units simultaneously being fed through the press for this Make Ready web / color combination.

**Colors** – Enter the number of colors being printed for this web/color combination

**Job M/R 1st (Mins)** – The time it takes to read the job instructions, collect the material required for printing, setup the feeder, delivery, ink fountains and general press options. Enter the number of minutes for this web/color combination.

**Subs. Job M/R (Mins)** – The estimator may manually select multiple job make readies – if so, subsequent makereadies are calculated at the subs. rate. Enter the number of minutes that should be used if the estimator nominates to estimate multiple job make readies (typically used to allow for additional cost to lift and re-setup job multiple times due to a customer's special needs or schedule).

**Plate M/R 1st (Mins)** – The time it takes to mount, register and color correct (ready for production), the first complete set of plates for the current section. Enter the number of minutes to conduct the plate make ready time for the first set of plates for this web/color combination.

**Subs. Plate M/R (Mins)** – If a section consists of multiple signatures (E.g., 4 x 8 pg. sigs - each subsequent set of plates is calculated at this rate (i.e., Signatures 2, 3 and 4). Enter the number of minutes to conduct subsequent plate make-readies for this web/color combination.

Click **Save** before leaving the screen.

## Special M/Rs

The **Special M/Rs** tab captures information used to allow for the modifying of press behavior based on certain user defined press options. These modifiers can effect make ready times, make ready waste, run speed, run waste and cost of additional workers required during press operation. Prior to setting up the various times and factors in this screen for each press you will need to have first defined or amended the Master List of “Special M/R’s” (see “Press Special M/R’s” items within the ‘Miscellaneous’ option in the tree to add or edit the master list). This list does not necessarily need to be thought of as just make ready options. They can be any modifier that in some way effects press selection, press speed, waste calculation, or staffing levels.

**Note** All Special M/Rs or Modifiers for all presses need to be on this screen. You select each modifier for each press by entering a value or values next to each modifier on this tab. If you have a quote with a modifier, and this press does not have a value entered for that modifier, on that quote, that press will not be found.

**Makeready** – The list of pre-defined special make-readies is displayed here.

**Orig. (mins)** – Enter the time in minutes to be added to overall make ready time for the first incidence. (When the estimator selects any of the options presented in the rows on this table, the system will default the quantity to '1'. However this number can be overridden to any quantity required.)

**M/R (waste)** – Enter the additional number of sheets (impressions) of waste demanded by the first incidence of this option.

**Rep (mins)** – Enter the time in minutes to be added to the overall make ready time for any repetitive occurrences.

**M/R (waste)** – Enter the % of additional run waste required for this option.

**Run Speed (%)** – Enter the % of standard computed run speed desired for this option.

**Run Waste** – Enter the % of additional run waste required by each subsequent occurrence of this option.

**Add. Work** – Enter the # of additional workers required to be present on the machine for this option (these workers costs will be added to the press rate per hour, the worker hourly rate is entered in the press hourly rates screen).

Click **Save** before leaving the screen.

**Note** Paper waste for each press is accumulative - it adds Job M/R, Plate M/R, Subs. Waste, Special M/R (if selected) AND adds them to the % Run Qty. Waste. If you ever need to change the 'Master List of Special M/R's,' you will have to **re-do every option for every press** that is affected by this change. This can be an arduous task, so please take time to configure your master list as accurately as possible to begin with. Adding extra Modifiers is certainly easier than changing existing ones.

## Ink Factors

The **Ink Factors** tab captures information used to determine the suitability of a press to print the estimated quantity and number of colors specified by the estimator. It is instrumental in the logic used for correct press selection. The purpose of this entry screen is to instruct the system about the types of work you would typically consider putting on each press in terms of numbers of colors and maximum run quantities.

The screenshot shows the 'Master File - Print' window with the 'Ink Factors' tab selected for the '240 Heidelberg' press. The 'Number' field is set to 2, and the 'Press Name' is '240 Heidelberg'. The 'Active' checkbox is checked. The 'Perfect Min. Qty.' is 0, and 'Color Inks' is set to 'Yes'. A table lists quantities up to for 1 to 6 color work, with values 99,999,999 for 1 and 2 colors, and 0 for 3 to 6 colors. The window includes a left sidebar with a tree view of processes and a bottom section for scripts and buttons (Clone, Cancel, Save).

	Quantities up to
For 1 color work...	99,999,999
For 2 color work...	99,999,999
For 3 color work...	0
For 4 color work...	0
For 5 color work...	0
For 6 color work...	0

**Perfect Min. Qty** – If you decide it is not appropriate or not economical to use the perfecting option on this press for smaller quantities, you may limit perfecting to only quantities greater than the number entered in this field (if no limit is desired enter '0').

**Color Inks** – **Yes** = if you would like to allow this press to print colored inks. **No** = if black ink is only appropriate for this press.

**Listing of Colors** – System will display rows for 1 to 6 colors.

**+ and - key**, use to add or remove number of rows

When completing the quantity up to column make sure that at least one of your presses is appropriately setup to handle the maximum qty of work that you would consider producing in-house for each color combination.

**Quantity up to** – Enter the maximum number of sheets (impressions) that you would consider producing on this press for this color combination (E.g., enter 99,999,999 if you do not wish to set any limit). If the estimated quantity exceeds the upper limit of all your presses the system will not be able to "find" a press automatically.

**Note** You must enter a value for the maximum number of colors you will ever run on this press. If you would run 10 colors on a press, input the max quantity you would run from 1 color work through 10 color work. If you would ever run 10 colors on both sides of a press, you would input a value for 20 total colors. This will be considered with the maximum ink colors per run (set up on the header screen) for the system to calculate the number of passes needed.

Also, if you would never run 1, 2, or 3 colors on a 6 color press, you would input "0" for those quantities up to, and add quantities up to only for 4, 5, 6, and more if you run additional passes on that press.

Click **Save** before leaving the screen.

## Job Cost Links

The **Job Cost Links** tab allows for the “linking” of activity codes to the various press functions used in the job costing system, which compares estimated vs. actual costs. All activity codes required in this screen must be setup and linked first in Master File Reports - Activities and Report Links. In addition to labor activity codes for the press you will also need to setup labor activity codes for the platemaking and materials used for measuring platemaking materials.

**Note** This is only true if you do NOT have the “allow plate level activity codes and impressions” selected in Master Files Print > Miscellaneous > Estimating Parameters. If you DO have this selected, this is how this Job Cost Links screen will appear, because you have linked the plate activity codes under the Platemaking tab.

The screenshot shows the 'Estimating Master File Setup' window with the 'Job Cost Links' tab selected for the '240 Heidelberg' press. The table below represents the data entered in the 'Job Cost Links' section.

Number Colors	Job M/R	Plate M/R	Printing	Washup
1	52010	52010	52015	52020
	240 HEIDELBEF	240 HEIDELBEF	240 HEIDELBEF	240 HEIDELBEF
2	52010	52010	52015	52020
	240 HEIDELBEF	240 HEIDELBEF	240 HEIDELBEF	240 HEIDELBEF
3	52010	52010	52015	52020
	240 HEIDELBEF	240 HEIDELBEF	240 HEIDELBEF	240 HEIDELBEF
4	52010	52010	52015	52020
	240 HEIDELBEF	240 HEIDELBEF	240 HEIDELBEF	240 HEIDELBEF
5	52010	52010	52015	52020
	240 HEIDELBEF	240 HEIDELBEF	240 HEIDELBEF	240 HEIDELBEF
6	52010	52010	52015	52020
	240 HEIDELBEF	240 HEIDELBEF	240 HEIDELBEF	240 HEIDELBEF

**Number of Colors** – System provides for up to 6 colors. Fill out as many rows as needed based on the maximum number of units on each press. For presses with printing units in excess of 6 units the system will use the 6 color row activity codes.

**Job M/R (Make Ready)** – Enter the labor activity code for this color combination that you wish the system to hold the job make ready time in. If it's not important to measure job make ready time separately from plate make ready time you can use the same activity code in both this column and the next.

**Plate M/R** – Enter the labor activity code for this color combination that you wish the system to hold the plate make ready time in. If it's not important to measure job make ready time separately from plate make ready time you may use the same activity code in both this column and the prior. If you do not want to measure any make ready time from the estimated run time, then both the make ready columns can contain the “printing” activity code.


**Plate Labor** – This is the labor activity code that is used to measure / hold the time / cost taken to make the plates for this press (usually the same for all colors). See notes above about using plate level activity codes and impressions.

**Plate Material** – This is the material activity code that is used to measure / hold the cost of the material used for the plates for this press (usually same for all colors). See notes above about using plate level activity codes and impressions.

**Printing** – Enter the labor activity code for this color combination that you wish the system to hold the run time / cost for printing on this press.

**Washup** – Enter the activity code for holding the wash-up time / cost. If you do not want to measure this cost separately you may combine codes as desired.

Click **Save** before leaving the screen.



## Section Finishing

Section Finishing processes consists of (4) separate tabs used to enter information about each process. These processes are used to add post-press finishing processes to an individual section of the estimate (E.g., Fold, Cut, Laminate...). **ALL** (4) process screens must be completed in order for the estimating system to handle these processes correctly.

**Process** – Type the unique process name.

**Ellipses Button** - Allows process name to be changed. This can only be done when ALL users are logged out of PrintStream.

**Quote Letter Desc** – (Optional) Alternative language that prints on Quote Letter.

**Hide** – Select if you wish to suppress this process from displaying on the Quote Letter.

The screenshot shows the 'Estimating Master File Setup' window. On the left is a tree view under 'Master File - Print' with categories: Art Processes, Film Processes, Paper, Press, and Section Finishing. Under 'Section Finishing', 'MBO Fold' is selected. The main window displays the 'MBO Fold' configuration. It has tabs for 'Main', 'Run Speeds', 'Waste', and 'Modifiers'. The 'Main' tab is active, showing fields for 'Process' (MBO Fold), 'Quote Letter Desc.' (Fold), and a 'Hide' checkbox. Below these are dropdowns for 'Inhouse/Sub' (Inhouse), 'Charge Type' (Variable), 'Calc Method' (Fold Custom), 'Default # Up' (No), and 'Set Ending # Up' (No). There is a 'Click to set icon ->' button with a pencil icon. A 'Job Cost Code Links' section contains two rows: 'M/R' with code '58015' and description 'MBO FOLDER RUN', and 'Run' with code '58015' and description 'MBO FOLDER RUN'. Both have '0100' in the 'Charge' column. At the bottom, there is a 'Scripts' button and 'Clone', 'Cancel', and 'Save' buttons. A green message box at the bottom states: 'Activity codes should either all non-chargeable or all chargeable. Having a mix set up will result in inaccurate revenue accounting.'

## Main

**In-house/Subcontract** – Is process performed In-house or Subcontracted (outside buyout).

**Charge Type** – Variable if quantity dependent or Flat if fixed flat charge (E.g., Dies).

**Calculation Method** – Select from drop-down options

**Generic** - Quantity / Run Speed

**Trim** - Quantity / Sheets per lift x time per lift x size ratio

**Fold Long** - Quantity / Run Speed x Folding Factor

**Fold Short** - Quantity / Run Speed x Folding Factor

**Area** - Quantity x Roll Width x Image Length / Price per 1,000 sq. feet. Example, Film Lamination

**Casemaking** - Quantity / Run Speed + MR Minutes. Material per 1000 is available. Set Run Type as Cases/hour Casemaking as a Section Finishing, not a Bindery Finishing process. In Book Estimating there is a setting that will calculate waste for cloth and board material for this process.

**Foil Stamping** - Quantity / Run Speed + MR Minutes. Set Run Type as Imps/hour. Allows an area, per unit, for material used globally for this process. Leave Material blank to input image size of foil in each estimate.

**Fold Custom** - Allows for an **In-feed Size** field, allowing for more precise control of run time for a variety of finished sizes. Set the **Run Type** to **Feet/Hour**.

**Sheeting** - NOT YET FUNCTIONAL (for sheeting from rolls to sheets)

**Pre Trim** - BOOK ESTIMATING ONLY, for use as Section Finishing Process

**Pre Slit** - if you have a slitter that can slit rolls to different widths.

**Default Number Up – Yes** = process is performed on un-cut press sheet. **No** = if the press sheet is cut first and the operation is done (E.g., 1 up).

**Set Ending # Up** - Enter the ending number up. For example, for a layout that goes 3 up into a folder, this tells the system the piece comes out of the folder as 1 up.

**Click to set icon >** - Make sure to click here so you can attach a bitmap icon image to this process. These icons are contained in the Icons directory of PrintStream. You may choose to add your own to this folder. These icons should be based on a standard 32x32-pixel grid in 256 color, with transparent background.

#### **Job Cost Code Links**

**M/R** – Enter (optional) code or scroll using the up/down arrow keys (if you do not want to track M/R separately enter the labor code here).

**Run** – Enter labor code for this process or scroll using the up/down arrow keys.

**Material/Subcontract** – if you want to track materials separately for this process or if this process is a Subcontract/Buyout.

**Note** The set up screen has been enhanced to display if an activity that is linked for the Makeready, Run and Material/SubContract is a chargeable activity or non chargeable activity. Please note that setting up activity codes with this mix of chargeable and non chargeable activity codes will result in inaccurate revenue accounting.

Click **Save** before leaving the screen.

**Scripts** - (Optional) The ability to enter Multiple choice questions, Text, or Quote Letter Notes. (Scripts are a set of production instructions that will print on the Work Ticket).

**Edit Scripts [Typesetting]**

Questions

<Add Question>

Answer Required

Multiple choice

Text

Quote Letter Notes

Delete Question Save Order Save

To create new question - select "Add ..." from the list. Enter the QUESTION. Select TYPE (text or multiple choice). Enter answer(s). SAVE! Then, if there are more questions press 'More'

Select the **Scripts** button in the press, art, film, finishing and bindery screens to attach a set of production instructions for a press or other processes. Questions and answers will print on the Work Ticket next to the process. To **add**, highlight <add question> (upper-left), and enter the question in the entry field (upper-center: next to answer required). To **edit**, highlight the question (upper-left) and enter changes. Select the check box to the right of the question if an answer is required.

1. Select **text** to create a "free typing" text box for additional information.
2. Select **multiple choice** if the answer should be chosen from a pre-determined list. One of the answers can be designated as the default answer (by clicking a "green check" in the box just to the left of the answer).
3. Select **quote letter notes** to print scripts on the quote letter.
4. Select **Save** after each question and answers are entered.

To enter a **second question**, select <add question>, then enter additional questions using the method described above. To **delete** a question, highlight it in the field titled 'Questions,' and select 'Delete Question.'

Multiple choice answers can lead to a second question. To enter this question, press the **more** button and enter the second question. If the second question is designated **Answer Required**, the first question that leads to it must also be designated **Answer Required**.

To **view** or **edit** scripts on an activity, select View (from the file menu), then View Scripts. Click the + sign to view activities under each category. Activities with scripts with have a **question mark?** icon. Highlight the process, right-click and select edit.

Click **Save** before leaving the Scripts screen.

**Clone** - Option to Clone this process to create a new process.

**Save** - Before leaving the screen.



## Run Speeds

### Folding Processes

**Estimating Master File Setup**  
File New View Window Help

**Master File - Print**

- Art Processes
  - Pre-Flight Files
  - Typesetting
- Film Processes
  - Dylux Proof
  - Output Film
- Paper
- Press
- Section Finishing
  - Die Cut (Buyout)
  - Final Trim
  - MBO Fold**
- Binding Processes
- Bindery Finishing
- Ink
- Ink Coverage
- Miscellaneous

**MBO Fold**

Process: MBO Fold  
Quote Letter Desc: Fold ☐ Hide

Run Type: Imp.s/Hour Setup M/R Mins: 15 f  
 Hourly Rate: \$65.00 Helper Rate: \$0.00 Section M/R: 5 f  
 Flat Rate: Material/1000: \$0.00 f

Run Qty	Run Rate
2,000	3,000
5,000	4,000
8,000	6,000
15,000	7,500
30,000	9,000
99,999,999	12,000

Pages	Run %	MR %
4	100.00	100.00
6	85.00	150.00
8	66.70	200.00
12	33.30	200.00
16	41.70	200.00
24	33.30	200.00
32	33.30	200.00
64	0.00	0.00

Scripts

The layout and information presented in the **Run Speeds** screen may vary dependent upon which 'calculation method' was selected in the 'Main' screen. This screen illustrates the 'folding' (long or short) calculation method. 'Fold' Formula = Quantity / Run Speed x Folding Factor.

Can also estimate by Feet per hour, Select instead of Imps/hour from the drop-down menu

Input the number of feet per hour per quantity break under Run Rate

To manually control folding speeds through specific processes (E.g., Fold – Gatefold, Fold – Double Parallel, Fold – Letter, etc.) select the **Generic** calculation in the 'Main' screen. **Generic Formula = Quantity / Run Speed**.

**Run Type** – Calculate based on impressions (qty.) per hour, feet per hour or cases per hour.

**Hourly Rate** – If Charge Type = Variable – Enter the standard hourly rate (\$).

**Helper Rate** – (Optional) If Charge Type = Variable – Enter the helper hourly rate (\$).

**Flat Rate** – If Charge Type = Flat Rate – enter the appropriate flat charge.

**Setup M/R (minutes)** – Amount of time in minutes to setup process.

**Section M/R (minutes)** – (Optional) Additional time to allow for each subsequent form or signature.

**Material / 1000** – (Optional) Enter the cost of material used per 1,000 pieces produced.

**Run Quantity** – Enter the appropriate quantity breaks you require for this process. Each quantity break determines the cutoff point that the system jumps to, to find the correct run speed.

**Run Rate** – Enter impressions per hour, feet per hour or cases per hour, depending on the **Run Type** selected above.

**Pages** – Standard book signature configurations are listed in this column. The estimating system will analyze the section size and page count for each signature and determine which row in this table to use for the folding factor.

**Run %** – Enter the % of standard run speed for each folding configuration.

**Make Ready %** – Enter the % of standard make ready time that is applicable to this folding configuration. Ensure that all rows are completed. If no variation between configurations is required enter 100% for both Run % and Make Ready %.

Click **Save** before leaving the screen.

## Cutting Processes

**Estimating Master File Setup**

File New View Window Help

**Master File - Print**

- Art Processes
  - Pre-Flight Files
  - Typesetting
- Film Processes
  - Dylux Proof
  - Output Film
- Paper
- Press
- Section Finishing
  - Die Cut (Buyout)
  - Final Trim**
  - MBO Fold
- Binding Processes
- Bindery Finishing
- Ink
- Ink Coverage
- Miscellaneous

**Final Trim**

Process: Final Trim  
Quote Letter Desc.: Trim

Run Type: Imp.s/Hour  
Hourly Rate: \$60.00  
Flat Rate:

Helper Rate: \$0.00  
Setup M/R Mins: 5  
Section M/R: 0  
Material/1000: \$0.00

# Up	Time/ Lift	# Up	Time/ Lift	# Up	Time/ Lift
1 Up	3.00	11 Up	13.00	21 Up	11.00
2 Up	4.00	12 Up	7.00	22 Up	14.00
3 Up	5.00	13 Up	15.00	23 Up	20.00
4 Up	5.00	14 Up	10.00	24 Up	9.00
5 Up	7.00	15 Up	9.00	25 Up	10.00
6 Up	6.00	16 Up	7.00	26 Up	16.00
7 Up	9.00	17 Up	18.00	27 Up	24.00
8 Up	6.00	18 Up	8.00	28 Up	11.00
9 Up	7.00	19 Up	18.00	29 Up	24.00
10 Up	8.00	20 Up	9.00	30 Up	10.00

Trim Factors

Up to size	Factor
28 x 40	1
Up to size	
28 x 40	1
Above	1

Scripts Clone Cancel Save

The layout and information presented in the 'Run Speeds' screen may vary dependent upon which 'Calculation Method' was selected in the 'Main' screen. 'Trim' Formula = (Quantity / Sheets per Lift) x Time per Lift x Size Ratio. Other processes such as drilling, tabbing and punching usually follow similar 'trimming' calculation rules.

**Run Type** – Calculate based on impressions (qty.) per hour, feet per hour or cases per hour.

**Hourly Rate** – If Charge Type = Variable – Enter the standard hourly rate (\$).

**Helper Rate** – (Optional) If Charge Type = Variable – Enter the helper hourly rate (\$).

**Flat Rate** – If Charge Type = Flat Rate – enter the appropriate flat charge.

**Setup M/R (minutes)** – Amount of time in minutes to setup process.

**Section M/R (minutes)** – (Optional) Additional time to allow for each subsequent form or signature.

**Material / 1000** – (Optional) Enter the cost of material used per 1,000 pieces produced.

**# Up** – System will automatically list 1 through 30 up (number up on printed sheet).

**Time / Lift** – Enter the time in minutes that it takes to cut one “lift” of sheets (presumes cutting final copies out of the run sheet) based on the number up to the left of the current cell. Sheets per lift is a number entered against each paper entered in the ‘Paper Master File.’

### Trim Factors

**Up to size** – Enter a sheet size – Width x Length.

**Factor** – Multiplier used to increase the time by this factor as the sheet gets larger in format and therefore more difficult to manage.

**Up To size** – Enter a size greater than or = to the size above – Width x Length.

**Above Factor** – Factor to multiply time by for any size above the previous size.

Click **Save** before leaving the screen.

## Area Processes

**Estimating Master File Setup**

File New View Window Help

**Master File - Print**

- Art Processes
- Film Processes
- Paper
- Press
- Section Finishing
  - Die Cut (Buyout)
  - Final Trim
  - MBQ Fold
  - Film Laminate Gloss 8pt
- Binding Processes
- Bindery Finishing
- Ink
- Ink Coverage
- Miscellaneous

**New Section Finishing Process**

Process: Film Laminate Gloss 8pt  
Quote Letter Desc.: Gloss Film Laminate 8pt ☐ Hide

Tabs: Main | Run Speeds | Waste | Modifiers

Run Type: Imp.s/Hour Setup M/R Mins: 10 f

Hourly Rate: \$100.00 Helper Rate: \$25.00 Section M/R: f

Flat Rate: Material/1000: \$0.00 f

Run Qty	Run Rate
99,999,999	1,750

f

**Material Area Prices**

Roll Width	Price/1000 sq. ft.
10	\$5.00
18	\$9.00
20	\$15.00
24	\$18.00

Max Undersize of Roll: 1/2

☒ Find Best Roll

Scripts Clone Cancel Save

The layout and information presented in the Run Speeds screen may vary dependent upon which **calculation method** selected in the Main screen. This screen illustrates the **Area** calculation method.

**Area Formula** = (Quantity x Appropriate Roll Width x Image Length) / Price per 1,000 Sq. Ft. + Labor. This is the calculation method for computing material cost based on the surface area of the image. The system analyzes the width of the image area and finds the suitable “equal or greater than” standard roll width – then multiplies this by the image length to yield standard square inches. This number is used to compute material cost based on price per 1,000 sq. ft. (E.g., Laminating, Coating, etc.)

**Run Type** – Calculate based on impressions (qty.) per hour, feet per hour or cases per hour.

**Hourly Rate** – If Charge Type = Variable – Enter the standard hourly rate (\$).

**Helper Rate** – (Optional) If Charge Type = Variable – Enter the helper hourly rate (\$).

**Flat Rate** – If Charge Type = Flat Rate – enter the appropriate flat charge.

**Setup M/R (minutes)** – Amount of time in minutes to setup process.

**Section M/R (minutes)** – (Optional) Additional time to allow for each subsequent form or signature.

**Material / 1000** – This should be left blank when using 'Area' as the Calculation Method. Use 'Price/1000 sq. ft.' instead.

**Run Quantity** – Enter the appropriate quantity breaks you require for this process. Each quantity break determines the cutoff point that the system jumps to, to find the correct run speed. This is for calculation of run time.

**Run Rate** – Enter impressions per hour, feet per hour or cases per hour, depending on the Run Type selected above.

**Roll Width** – Enter the standard roll widths the material is supplied in.

**Price / 1000 sq. ft.** – Enter the price for the material based on \$ per 1,000 sq. feet (used for material cost calculation).

**Max Undersize of Roll** - For use if you sometimes run lamination film smaller than the press sheet. Enter here the TOTAL amount you will undersize the film roll. In this case, the film roll is allowed to be a total of ½" less wide than the press sheet.

**Find Best Roll** – Select the check box to use programming that looks at both the length and width of the sheet and takes whichever is the best cut out of the laminating roll width.

Click **Save** before leaving the screen.

## Waste

**Master File - Print**

- Art Processes
- Film Processes
- Paper
- Press
- Section Finishing
  - Die Cut (Buyout)
  - Final Trim
  - MBO Fold**
  - Film Laminate Gloss 8p
- Binding Processes
- Bindery Finishing
- Ink
- Ink Coverage
- Miscellaneous

**MBO Fold**

Process: MBO Fold ...

Quote Letter Desc.: Fold ☐ Hide

Main | Run Speeds | **Waste** | Modifiers

Setup Waste: 50

Run Quantity	Waste (%)
1,000	10.00
5,000	3.00
999,999	1.50

Scripts Clone Cancel Save

**Setup Waste** – Enter the amount of setup waste (impressions / sheets) required for this process.

**Add Qty Break for Waste (Icon)** - Select to add quantity breaks to waste table.

**Run Quantity** – Enter up to three quantity breaks used for determining the waste %.

**Waste (%)** – Enter the appropriate waste % for each quantity break. Paper waste is cumulative - it adds all Press waste to both the Bindery and Finishing waste.

Click **Save** before leaving the screen.

## Modifiers

The **Modifiers** tab captures information used to allow for the modifying of process behavior based on certain user defined options. These modifiers can effect make ready times, make ready waste, run speed, and run waste required during the process operation. Prior to setting up the various times and factors in this screen for each process you will need to have first defined or amended the Master List of "Section Finishing Modifiers" (see Miscellaneous > Section Finishing Modifiers.)

**Estimating Master File Setup**

File New View Window Help

**Master File - Print**

- Art Processes
- Film Processes
- Paper
- Press
- Section Finishing
  - Die Cut (Buyout)
  - Final Trim
  - MBO Fold**
  - Film Laminate Gloss 8p
- Binding Processes
- Bindery Finishing
- Ink
- Ink Coverage
- Miscellaneous

**MBO Fold**

Process: MBO Fold ...

Quote Letter Desc.: Fold ☐ Hide

Main Run Speeds **Waste** Modifiers

Make ready	Orig. (mins)	M/R (waste)	Rep. (mins)	M/R (waste)	Reduce Speed By (%)	Run Waste
Bleed Trim	0.00	0	0.00	0	-25.00	0.00
Heavy Stock	30.00	25	0.00	0	15.00	1.00

Scripts Clone Cancel Save

**Note** All Modifiers for all Section Finishing Processes will be on this screen. You select each modifier for each Section Finishing Process by entering a value or values next to each modifier on this tab.

**Makeready** – The list of pre-defined special make-readies is displayed here.

**Orig. (mins)** – Enter the time in minutes to be added to overall make ready time for the first incidence. (When the estimator selects any of the options presented in the rows on this table, the system will default the quantity to '1'. However this number can be overridden to any quantity required.)

**M/R (waste)** – Enter the additional number of sheets (impressions) of waste demanded by the first incidence of this option.

**Rep (mins)** – Enter the time in minutes to be added to the overall make ready time for any repetitive occurrences.

**M/R (waste)** – Enter the % of additional run waste required for this option.

**Reduce Speed By (%)** – Enter the % of standard computed run speed desired for this option.

**Run Waste** – Enter the % of additional run waste required by each subsequent occurrence of this option.

Click **Save** before leaving the screen.

**Note** If you need to change/edit the Master List of 'Section Finishing Modifiers' you will have to re-do every option for every Section Finishing process that is affected by this change. Adding extra Modifiers is easier than changing existing ones.

## Binding Processes (Book Binding)

Book Binding Processes consists of (5) separate tabs used to enter information about each process that has pockets (E.g., Saddle Stitch, Perfect Bind, Pocket Collator, etc. ...). **ALL** (5) binding process screens must be completed in order for the estimating system to handle these processes correctly. The **Calculation Formula** is: **Book Binding = # of sections x % of run speed from the run speed table.** (E.g., Saddle Stitch)

**Process** – Type the unique process name.

**Ellipses Button** - Allows process name to be changed. This can only be done when ALL users are logged out of PrintStream.

**Quote Letter Desc** – (Optional) Alternative language that prints on Quote Letter.

**Hide** – Select if you wish to suppress this process from displaying on the Quote Letter.

### Base

#### Parameters

**In-house/Subcontract** – Is process performed In-house or Subcontracted (outside buyout).

**Charge Method** – Select 'Variable rates' if quantity dependent.

**Calculate As** – Choose '**Book Binding**' as the method of calculation. **Formula = # of sections x % of run speed from run speed table.**

**Supplier** – If NOT an in-house process select a default vendor.

**Measure** - Book Estimating Only - See Miscellaneous > Measurements

**Cover Feeder** - When the check box is selected, the cover will not be included in the signature count.

**OPF Type** - Book Estimating Only - One Piece Folders (OPF) used with Carton Types.

**Click to set icon >** - Make sure to click here so you can attach a bitmap icon image to this process. These icons are contained in the Icons directory of PrintStream. You may choose to add your own to this folder. These icons should be based on a standard 32x32-pixel grid in 256 color, with transparent background.

## Job Cost Code Links

**M/R** – Enter (optional) code or scroll using the up/down arrow keys (if you do not want to track M/R separately enter the labor code here).

**Run** – Enter labor code for this process or scroll using the up/down arrow keys.

**Material/Subcontract** – if you want to track materials separately for this process or if this process is a Subcontract/Buyout.

**Note** The set up screen has been enhanced to display if an activity that is linked for the Makeready, Run and Material/SubContract is a chargeable activity or non chargeable activity. Please note that setting up activity codes with this mix of chargeable and non chargeable activity codes will result in inaccurate revenue accounting.

Click **Save** before leaving the screen.

**Scripts** - (Optional) The ability to enter Multiple choice questions, Text, or Quote Letter Notes. (Scripts are a set of production instructions that will print on the Work Ticket).

Select the **Scripts** button in the press, art, film, finishing and bindery screens to attach a set of production instructions for a press or other processes. Questions and answers will print on the Work Ticket next to the process. To **add**, highlight <add question> (upper-left), and enter the question in the entry field (upper-center: next to answer required). To **edit**, highlight the question (upper-left) and enter changes. Select the box to the right of the question if an answer is required.

1. Select **text** to create a “free typing” text box for additional information.
2. Select **multiple choice** if the answer should be chosen from a pre-determined list. One of the answers can be designated as the default answer (by clicking a “green check” in the box just to the left of the answer).
3. Select **quote letter notes** to print scripts on the quote letter.
4. Select **Save** after each question and answers are entered.



To enter a **second question**, select <add question>, then enter additional questions using the method described above. To **delete** a question, highlight it in the field titled 'Questions,' and select 'Delete Question.'

Multiple choice answers can lead to a second question. To enter this question, press the **more** button and enter the second question. If the second question is designated **Answer Required**, the first question that leads to it must also be designated **Answer Required**.

To **view** or **edit** scripts on an activity, select View (from the file menu), then View Scripts. Click the + sign to view activities under each category. Activities with scripts will have a **question mark** icon. Highlight the process, right-click and select edit.

Click **Save** before leaving the Scripts screen.

**Clone** - Option to Clone this process to create a new process.

**Save** - Before leaving the screen.

## Run Speeds

This screen captures the information used to formulate quantity breaks and standard run speeds for binding processes. Material per thousand costs can also be entered. The quantity speeds entered in this screen presume ideal running conditions and should be based upon the smallest number of sections or pockets employed.

Estimating Master File Setup

File New View Window Help

**Master File - Print**

- Art Processes
- Film Processes
- Paper
- Press
- Section Finishing
- Binding Processes
  - Saddle Stitch
- Bindery Finishing
- Ink
- Ink Coverage
- Miscellaneous

**Saddle Stitch**

Process: Saddle Stitch

Quote Letter Desc: Saddle Stitch

Base Run Speeds Binding Factors Waste Factors Makereadies

**Parameters**

Hourly Rate: \$125.00 Job M/R minutes: 20

Helper Rate: \$20.00 Makeready Mins: 0

Material/1000: \$0.00

Run Quantity	Units/Hour	Mins./1000
99,999,999	5,000	0
0	0	0
0	0	0
0	0	0
0	0	0
0	0	0

Scripts

Clone Cancel Save

**Hourly Rate** – If Charge Type = Variable – Enter the standard hourly rate (\$).

**Helper Rate** – (Optional) If Charge Type = Variable – Enter the helper hourly rate (\$).

**Material / 1000** – (Optional) Enter the cost of material used per 1,000 pieces produced.

**Job M/R minutes** – Amount of time in minutes to setup process.

**Makeready Minutes** – Leave blank. Not used for Binding Processes and Bindery Finishing.

**Run Quantity** – Enter the appropriate quantity breaks you require for this process. Each quantity break determines the cutoff point that the system jumps to, to find the correct run speed. Make sure that the last quantity break entered is a large enough number to accommodate the longest run you would ever produce for this process (E.g., 99,999,999).

**Units / Hour** – Enter the speed in units (qty.) per hour for the process for qty. breaks.

**Minutes/1000** – (Optional) Enter minutes per 1000.

Click **Save** before leaving the screen.

## Binding Factors

This screen captures the information used to modify the make ready times and run speeds for binding processes based upon how many sections / pockets are being used.

Pockets	Speed %	M/R %	Additional Workers
1	100.00	100.00	0
2	100.00	100.00	0
3	100.00	100.00	0
4	97.00	105.00	1
5	64.00	110.00	1
6	91.00	115.00	2
7	89.00	120.00	2
8	86.00	125.00	3
9	86.00	130.00	3
10	80.00	135.00	4

**Pockets** – System will display the number of pockets in this column.

**Speed %** - Enter the % of standard speed that this process will run for each number of pockets.

**M/R %** – Enter the % of standard make ready time that will be taken to setup this many pockets.

**Additional Workers** – Enter the number of additional workers (over and above the number of people factored into the standard machine rate setup) that are required for feeding this many pockets on this process. Their time will be added to the process hourly rate at the rate entered in the Helper Rate field in the basic screen.

Click **Save** before leaving the screen.

**Note** **Sigs** – refers to the number of unique leaves or collection of pages that will consume each pocket of a binding process. The system presumes 1 pocket for each sig. (form) for each section unless in the section template you instruct or override the system to “bind as” x number of sigs. Where x is the number of pockets the system will be forced to use for each sig.

**Example:** If an estimate comprises 2 sections. Section 1 = Cover (1 x 4pg sig.), Section 2 = Text (4 x 8pg sigs). By default the system will select 5 pockets for binding. If the Text section was overridden to “Bind as” 2 – then the system would compute that 9 pockets are needed.

## Waste Factors

This screen captures the information used to modify the make ready times and run speeds for binding processes based upon how many sections / pockets are being used.

**Estimating Master File Setup**

File New View Window Help

**Master File - Print**

- Art Processes
- Film Processes
- Paper
- Press
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  - Saddle Stitch**
- Bindery Finishing
- Ink
- Ink Coverage
- Miscellaneous

**Saddle Stitch**

Process: Saddle Stitch ...

Quote Letter Desc: Saddle Stitch ☐ Hide

Base Run Speeds Binding Factors **Waste Factors** Makereadies

Sigs:	999,999				
Minimum Waste:	100				
Quantity					
1,000	3.00	0.00	0.00	0.00	0.00
5,000	2.00	0.00	0.00	0.00	0.00
10,000	1.50	0.00	0.00	0.00	0.00
99,999,999	1.00	0.00	0.00	0.00	0.00

Subsection Type	Include in waste	Percentage					
	<input type="checkbox"/>	<input type="checkbox"/>					
	<input type="checkbox"/>	<input type="checkbox"/>					
	<input type="checkbox"/>	<input type="checkbox"/>					
	<input type="checkbox"/>	<input type="checkbox"/>					
	<input type="checkbox"/>	<input type="checkbox"/>					

Scripts Clone Cancel Save

**Sigs** – Enter up to 4 qty breaks for determining the setup waste based on the number of sigs that need to be configured for this process. You are not required to use all the “Sigs” columns in the top portion of the grid. You may use just one column that contains the maximum number of sigs possible.

**Minimum Waste** – Enter the number of sheets required to setup the process when the number of sigs is equal to or less than the number entered above this cell.

**Quantity** – Enter the quantity breaks for calculating run waste.

**Columns to the Right of Quantity Breaks** – Each of these cells represents the combination of run quantity break and Sig. Qty. break for determining run waste %.

Subsections - Book Estimating Only

Subsection Type	Include in waste	Percentage	UP TO	UP TO	UP TO
Mechanical Cover Back	<input type="checkbox"/>	<input type="checkbox"/>	0	0	0
Mechanical Cover Corner	<input type="checkbox"/>	<input type="checkbox"/>	0	0	0
Mechanical Cover Front	<input type="checkbox"/>	<input type="checkbox"/>	0	0	0
Soft Cover	<input checked="" type="checkbox"/>	<input type="checkbox"/>	0	0	0
Text	<input checked="" type="checkbox"/>	<input type="checkbox"/>	0	0	0
Cover-Board Front and Back	<input type="checkbox"/>	<input type="checkbox"/>	0	0	0
Cover-Board Front Back	<input type="checkbox"/>	<input type="checkbox"/>	0	0	0
Supplied Non-Printed	<input type="checkbox"/>	<input type="checkbox"/>	0	0	0

Scripts

CloneCancelSave

This Book Estimating setting allows users to select which Subsection Types will get waste applied to them. For a Perfect bound book, we have selected waste to be applied to both Soft Cover and Text.

Some Bindery processes would not need waste for all sections, an example would be sewn signatures. This process would not need any waste added for covers.

**Subsection Type** - The list of pre-defined subsection types is displayed here.

**Include in Waste** - Select each subsection that you want to include in waste.

**Percentage** - Select percentage box.

**Up To** - Enter percentage for each run quantity you determine across the top of each column.

Click **Save** before leaving each screen.

**Note** Paper waste is cumulative - it adds all Press waste to both the Bindery and Finishing waste.

## Makereadies

This screen captures information used to allow for the modifying of binding process behavior based on certain user defined binding options. This is called Makereadies but these modifiers can effect make ready times, make ready waste, run speed and run waste required during binding operation.

Prior to setting up the various times and factors in this grid for each binding process you will first need to define or amend the Master List of 'Binding Modifiers.' Proceed to the 'Binding Modifiers' item under the Miscellaneous section in the tree to add or edit the list.

**Note** Binding Modifiers do not need to be thought of as just make ready options, they can be any modifier that in some way effects binding speeds or waste calculation.

The screenshot shows the 'Estimating Master File Setup' window. The 'Master File - Print' tree on the left has 'Saddle Stitch' selected. The main window is titled 'Saddle Stitch' and has tabs for 'Base', 'Run Speeds', 'Binding Factors', 'Waste Factors', and 'Makereadies'. The 'Makereadies' tab is active, displaying a table with the following data:

Make ready	Orig.(mins)	M/R (waste)	Rep. (mins)	M/R (waste)	Reduce Speed By (%)	Run Waste
Three Hole Drill In Line	30.00	50	0.00	0	10.00	1.50

Buttons at the bottom include 'Scripts', 'Clone', 'Cancel', and 'Save'.

**Make ready** – The list of pre-defined binding modifiers is displayed here.

**Orig. (mins)** – Enter the time in minutes to be added to overall make ready time for the 1st incidence (when estimator selects any of the options presented in the rows on this table, the system will default the qty. to 1).

**M/R (waste)** – Enter the additional number of sheets (impressions) of waste demanded by the 1st incidence of this option.

**Rep (mins)** – Enter the time in minutes to be added to the overall make ready time for any repetitive occurrences of this option. (E.g., If estimator overrides the qty from 1 to 4 – then there will be 1 increment of Orig. (mins) and 3 increments of Rep (mins) computed by the system to arrive at the total additional make ready time.

**M/R (waste)** – Enter the percentage of additional run waste required for the subsequent occurrences of the option

**Reduce Speed By (%)** – Enter the % of standard computed run speed desired for this option. The system will combine all modifiers by applying each run speed % to the next (E.g., 90% x 80% x 70% of 10,000 per/hr. would equal 5,040 per/hr.).

**Run Waste** – Enter the % of additional run waste required by this option.

Click **Save** before leaving each screen.

**Note** If you need to change/edit the Master List of 'Binding Modifiers' you will have to re-do every option for every binding process that is affected by this change. Adding extra Modifiers is easier than changing existing ones.

# Bindery Finishing

These are defined as any process that occurs after the elements of a job or book have been assembled together. Carton packing, drilling, shrink-wrapping, applying barcodes, and delivery are all examples of Bindery Finishing Processes.

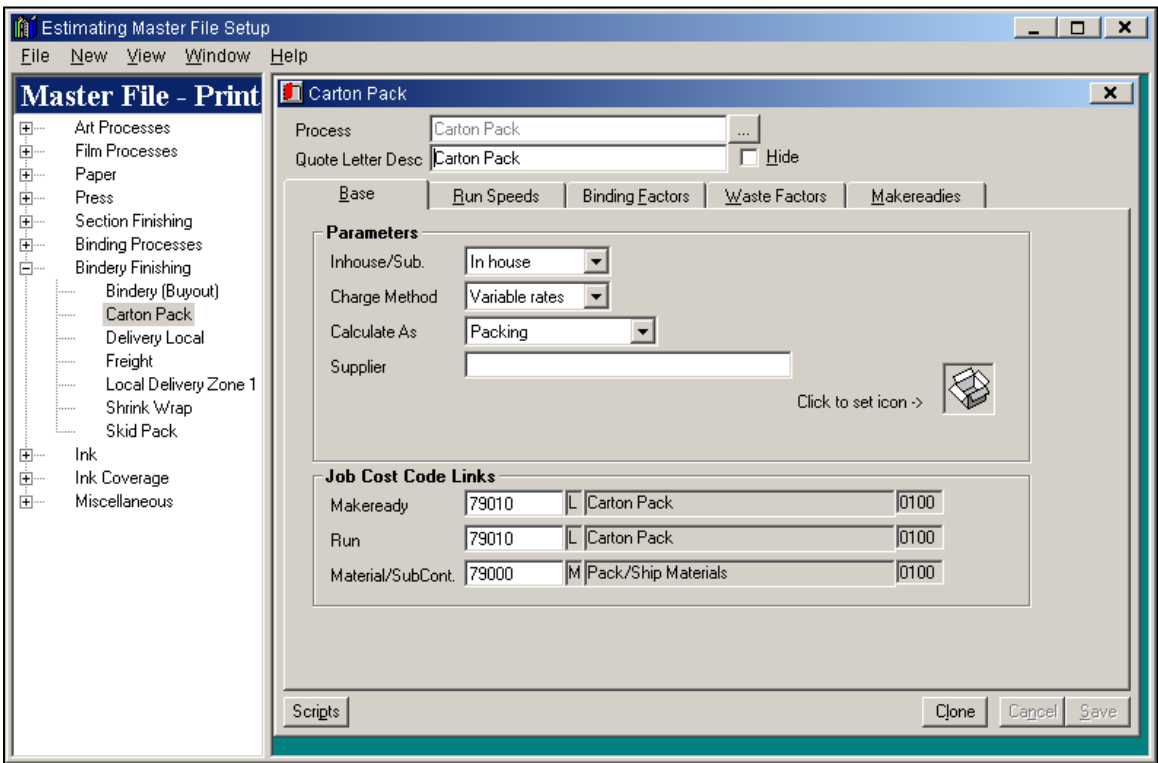
Bindery Finishing consists of five separate tabs used to enter information about each process. These processes are used to gather printed sections or perform operations on the assembled job (E.g., Carton Packing, Shrink Wrapping, Hand Collate, Round Cornering, etc.). Five (5) process screens (tabs) are available, but some **Bindery Finishing Processes** require only three (3) screens to be completed depending on the calculation method selected (screens that are not required will display blank).

**Process** – Type the unique process name.

**Ellipses Button** - Allows process name to be changed. This can only be done when ALL users are logged out of PrintStream.

**Quote Letter Desc** – (Optional) Alternative language that prints on Quote Letter.

**Hide** – Select if you wish to suppress this process from displaying on the Quote Letter.



## Base

### Parameters

**In-house/Subcontract** – Is process performed In-house or Subcontracted (outside buyout).

**Charge Method** – Variable if quantity dependent or Flat if fixed flat charge (E.g., Dies).

**Calculation As** – Select from drop-down options.

**Set** - Run qty/Units per hour. Run qty is based on qty/number up (number up is units per set).

**Sheet** - Total # of pages / 2 x estimated qty. / speed per hour (E.g., Shrink Warp, Hand Collate).

**Weight \$** - Total Weight = calculated weight of all sections, Run Rate = Units per hour/1000 based on the total weight for the run quantity.

**Per Pad** - Run qty = Qty/items per pad. Run hours = Run Qty/Run rate.

**Case Binding** - Used for Book Estimating.

**By Length** - Run Rate / units per hour.

**Packing** - Weight of finished size / lbs. per hour - for labor charges + PPI (pieces per inch) is used to calculate volume / height of box - for material charges (E.g., Carton Packing). You must enter Carton Definitions under Miscellaneous setup to utilize carton packing.

**Gen. Binding** - Run qty/unit per hour or Minutes per 1000.

**Book Binding** - Should not be used as a Bindery Finishing process, it will look for number of signatures. This should only be used under Binding Processes.

**Skid Storage** - Reserved for future development.

**Paper Storage** - Reserved for future development.

**News Stand Distribution** - Reserved for future development.

**Calc by Lifts** - Reserved for future development.

**Truck Freight** - Weight to ship is total weight of the job. Lbs/truck = Weight per box or skid, No Trucks = Weight to Ship/lbs per Truck. Total cost = No Trucks \* Rate per truck.

**Weight/Hour** - Total Weight= calculated weight of all sections, Run Rate = Units per hour based on the Total weight for the "run Quantity", Run Cost = Total Weight\* Run Rate.

**Supplier** – If NOT an in-house process select a default vendor.

**Click to set icon >** - Make sure to click here so you can attach a bitmap icon image to this process. These icons are contained in the Icons directory of PrintStream. You may choose to add your own to this folder. These icons should be based on a standard 32x32-pixel grid in 256 color, with transparent background.

### Job Cost Code Links

**M/R** – Enter (optional) code or scroll using the up/down arrow keys (if you do not want to track M/R separately enter the labor code here).

**Run** – Enter labor code for this process or scroll using the up/down arrow keys.

**Material/Subcontract** – if you want to track materials separately for this process or if this process is a Subcontract/Buyout.

Click **Save** before leaving the screen.

**Scripts** - (Optional) The ability to enter Multiple choice questions, Text, or Quote Letter Notes. (Scripts are a set of production instructions that will print on the Work Ticket).

Select the **Scripts** button in the press, art, film, finishing and bindery screens to attach a set of production instructions for a press or other processes. Questions and answers will print on the Work Ticket next to the process. To **add**, highlight <add question> (upper-left), and enter the question in the entry field (upper-center: next to answer required). To **edit**, highlight the question (upper-left) and enter changes. Select the check box to the right of the question if an answer is required.

1. Select **text** to create a “free typing” text box for additional information.
2. Select **multiple choice** if the answer should be chosen from a pre-determined list. One of the answers can be designated as the default answer (by clicking a “green check” in the box just to the left of the answer).
3. Select **quote letter notes** to print scripts on the quote letter.
4. Select **Save** after each question and answers are entered.

To enter a **second question**, select <add question>, then enter additional questions using the method described above. To **delete** a question, highlight it in the field titled ‘Questions,’ and select ‘Delete Question.’

Multiple choice answers can lead to a second question. To enter this question, press the **more** button and enter the second question. If the second question is designated **Answer Required**, the first question that leads to it must also be designated **Answer Required**.

To **view** or **edit** scripts on an activity, select View (from the file menu), then View Scripts. Click the + sign to view activities under each category. Activities with scripts with have a **question mark**? icon. Highlight the process, right-click and select edit.

Click **Save** before leaving the Scripts screen.

**Clone** - Option to Clone this process to create a new process.

**Save** - Before leaving the screen.

## Run Speeds, Binding & Waste Factors, Makereadies

After completing the Base screen, enter Run Speeds, Binding & Waste Factors and Makereadies (see previous Binding Process section for details) & **Save**.

**Note** Paper waste is cumulative - it adds all Press waste to both the Bindery and Finishing waste.



# Ink

This screen captures information used to calculate ink costs.

The screenshot shows the 'Master File - Print' application window. On the left is a tree view with the following structure:

- Art Processes
- Film Processes
- Paper
- Press
- Section Finishing
- Binding Processes
- Bindery Finishing
- Ink
  - Aqueous F
  - Black**
  - PMS 1
  - PMS 2
  - PMS 3
  - PMS 4
  - Proc Black
  - Proc Cyan
  - Proc Mag
  - Proc Yellow

The main window displays the 'Black' ink setup form with the following fields:

- Description: Black
- Type: Litho (dropdown)
- Min. Charge: \$5.00
- Foil Size: (empty) inches wide by (empty) feet long.
- Cost: \$5.00
- Coverage: 0.25
- Charge Washups: No (dropdown)
- Jobcost Links: Code 50002 M INK 0100

Buttons for 'Cancel' and 'Save' are located at the bottom right of the form.

**Description** – Enter a unique ink name. (E.g., Black, Magenta, Cyan, Yellow, PMS 1, 2, 3, 4..., Varnish, Metallic, etc.) Double check spelling, ink description can NOT be edited after 'saving'.

**Type** – Enter type of ink; **Litho** (most presses), **Screen** (screen printing inks), **Foil** (rolls for foil stamping) or **Aqueous** (calculates the cost of the aqueous coating material).

**Min. Charge** – Additional ink charge (factor in all ink waste; all spoilage left in fountain and can). E.g., enter the cost of 1-lb. of ink as the minimum ink charge).

**Foil Size Inches wide by ... feet long** – If you entered **Foil** under **Ink Type**, enter the standard foil size in inches wide x feet long.

**Cost** – Cost of 1-lb. of ink or if **Foil** enter the cost of 1-standard roll of foil.

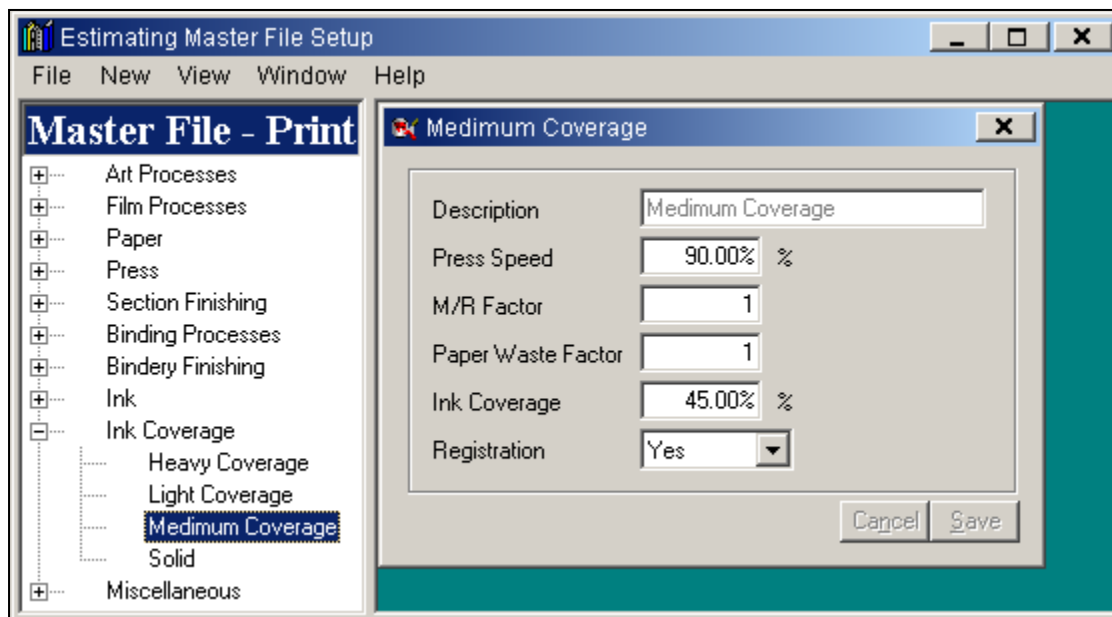
**Coverage** – Mileage for ink (see vendor or trade magazines). How many lbs. does it take to cover 100,000 sq. inches solid on uncoated stock? (Sample: Black = .25, PMS or Process color = .33, Metallic = .30) We recommend basing the solid ink coverage on uncoated stock and adjust the 'Factor' down in each 'Paper' screen for all coated stocks or you can do the reverse.

**Charge Washups** – Enter **Yes** or **No** to charge a washup for this ink.

**Job Cost Links Code** – Enter the ink material activity code. New development allows different activity codes for an Ink if needed. Click **Save** before leaving the screen.

## Ink Coverage

This screen captures information used to calculate ink coverage costs, increase make ready times and increase paper **overs** calculations.



**Description** – Enter a unique ink coverage description. (E.g., Heavy 75%, Light 25%, Medium 50% and/or Solid 90+%) Double check spelling, ink coverage description can NOT be edited after 'saving'.

**Press Speed** – % of press speed reduction when running this ink coverage (E.g., enter 90% - slows down the press 10%).

**Note** Some other cumulative factors that slow down the press speed are in the **Press - Master File** screens (Paper Type, # of Colors, Ink Coverage...).

**M/R Factor** – Takes standard Plate M/R time and multiplies it by this factor. (E.g., Plate M/R time = 10 minutes in the 'Press - Master File.' The factor entered in the 'Ink Coverage' screen = 1.5. The Estimating system will increase M/R time by 50% & display 15 minutes in Plate M/R time when using this ink coverage.

**Paper Waste Factor** – Takes the standard Press and Bindery paper waste and multiplies them by this factor. (E.g., If the qty. for a job = 1,000 and the cumulative waste is 100. If you enter a factor of 1.1, the system will add 10% to the current paper qty. needed. The system will increase total paper overs/waste to 1,210 when using this ink coverage.

**Ink Coverage** – % of the coverage description (E.g., Light Coverage = 25%).

**Registration** – **Yes** if you entered in the 'Basic Press' screen that your presses register color.

Click **Save** before leaving the screen.

## Trims & Dimensions in PrintStream

### Book Trim Size

Generally speaking within the Book Industry, when referring to a 6 x 9 book, the 6 inch refers to the page width and the 9 inch is the Binding Edge.

**Note** Some printers may use different terminology.

With this general rule in mind, a 6 x 9 book would be Portrait (Upright) orientation. A 9 x 6 book would be Landscape (Oblong) orientation.

These statements are based upon having the Binding Edge on the left side of the book. Of course there are always exceptions to the rule. Calendars for example generally have the Binding Edge at the top of the "Book" if they are intended to be hung on a wall.

### Sheet Fed Press Size

When referring to "Sheet Fed" press sizes, generally they are described as a Length (around the cylinder) by Width (across the cylinder) size. Here are some examples:

A GTO would be 12 5/8 x 18

A 25 inch press would be 19 x 25

And a 40 inch press would be 28 x 40

The above presses are based upon Landscape Orientation.

But we also know some Sheet Fed presses are Portrait orientation like:

A Heidelberg PrintMaster is 18 x 13

A Multi 1250 is 15 x 10

### Roll Fed (Web) Press Size

They are entered into our system as Width (across the web) x Cutoff (distance around the cylinder). This is opposite from sheet fed press sizes. (Length by Width)

On a Roll fed press, the grain of the paper is always with the Cutoff dimension. But on a sheet fed press the paper grain can be run in either direction.

### Paper Size

Generally speaking when referring to paper sizes, the second dimension is the Grain direction. There are some exceptions. In some paper catalogs, they will use an underscore to designate the grain direction such as 23 x 35. But as far as entering paper into our system, the size should be entered as Non-Grain size x Grain Size. This is true for Sheet and Roll papers. This is why on Roll papers they are entered as 25 x 0. (0 being the Grain Dimension because it is controlled by the cutoff.)

What does it all mean in PrintStream?

Since paper sizes in PrintStream are ALWAYS entered as Non-Grain x Grain, and generally book sizes are referred as Non-bound x Bound size, and generally the Bound edge is with the paper grain, we suggest setting book templates up this way;

Trim Size = Non-Bound x Bound

In this template example below, 8 ½ is the width of the book and 11 is the bind edge, the book format is Portrait (Upright).

Title: 1023-2

Text

Cover

Pages: 16

Bind as: 1

Trim size: 8 1/2 x 11

☐ Work and Turn

Paper

Name: Centura Gloss Bk 60#

Color: White

0100

Grain Direction

With Grain

Cross Grain

None

Precut

Yes

No

Auto

Ink

Double-click on cell to set ink color.

Press DEL key to remove an ink.

	Inks Front	Inks Back
Coverage:	Light Coverage	Light Coverage
Ink 1:	Black	Black
Ink 2:	PMS 1	PMS 1
Ink 3:		
Ink 4:		
Ink 5:		
Ink 6:		
Ink 7:		
Ink 8:		
Ink 9:		
Ink 10:		

Section Finishing

Double-click on cell to select section finishing process.

Press DEL key to remove a section finishing process.

Section Finishing
MBO Fold

	Without Bleeds		With Bleeds								
< Qty.					# Up	Plate Type	Perfect	Cutoff(Web)	Layout	Grain	
99,999,999	1/2	1/4	2	1	1	Metal	<input type="checkbox"/>	0	4 x 2		
							<input type="checkbox"/>				
							<input type="checkbox"/>				

☐ Save as Permanent Template

Cancel

Ok

If the template Grain Direction Setting is set to None, we first evaluate putting the second trim dimension (11 inches) WITH the grain of the paper. It then evaluates putting it AGAINST the grain. It then chooses the best cutout with least amount of waste for the paper. Of course we use the Quantity Breaks, Bleed Settings, Cutoff and Layout settings in conjunction with this evaluation.

Below are the rules that we follow regardless of the Grain Setting used; (This applies to all templates regardless of what they will be used for.)

The FIRST Trim size dimension (8 ½ inches) is ALWAYS used with the FIRST Bleed Size dimension (2 inches) and FIRST Layout setting (4). The SECOND Trim size dimension (11 inches) is ALWAYS used with the SECOND Bleed Size dimension (1 inch) and SECOND Layout setting (2).

Summary

The Grain Direction setting determines how the Trim Size will be in relation to the Stock Size Grain.

If the Grain Direction is set to “With Grain” then the Second Trim Size dimension (11 inches) will be WITH the grain of the paper.

If the Grain Direction is set to “Cross Grain” then the Second Trim Size dimension (8 ½ inches) will be AGAINST or CROSS the grain of the paper.

If the Grain direction is set to “None”, we will first evaluate With Grain, and then Cross Grain, and choose the one with the least amount of waste.