

Log-in:

Job goedkeuren:

Klik op de job die je wil goedkeuren

Bij een nog goed te keuren job staat er:
Needs Approval

Belangrijk dat je op Pages/Page Approvals bent!!!

Klik op 1 van de thumbnails met blauw kader om de PDF te openen

De laatste pagina van de PDF:

PDF- Acceptance

Dear Customer,

we are sending you this PDF of your job out of our Prinect Prepress Manager System for your approval.

Please check it carefully and approve it by either

- a) using the Adobe Acrobat Approval Stamp on approved pages
- b) stating the page numbers of the approved pages in the line for approved pages that you find below.

In case that you disapprove, please

- c) make notes and use the Not Approved Stamp at the respecting pages or/and
- d) state the page numbers of the pages to be changed in the line for not accepted pages that you find below.

Please use Adobe Acrobat 6, 7, 8 or 9 (The Reader allows you to fill out and send this page, Standard and Professional have in addition the Stamp and Note functionality)

With best regards,
Yours Producer

Job Name: Map Cordeel 54*39,5/22,5*39,5 cm druk

Job Number: 2013-1845

Enter page numbers and/or page ranges separated by comma. Example 1, 3-12

Pages Accepted of

4

All



Alle pagina's goedkeuren

Individuele pagina's goedkeuren

Enter page numbers and/or page ranges separated by comma. Example 1, 3-12

Pages not accepted of

4

All



Alle pagina's afkeuren

Individuele pagina's afkeuren

Please type in any additional information you want to submit:

Eventuele commentaar.

ALTIJD bevetigen met Send. Anders komt de goedkeuring niet aan.
Het kan zijn dat dit niet werkt door beveiligingsredenen, dan mag u altijd de goedkeuring sturen naar rudy@haletra.be

Send

Booklet proof:

Log-in:

Drukkerij Kalettra n.v.
The Printing Company

Go to login

Remote Access Login

Please enter your user name and your password to log in to Remote Access. This information can be sent encrypted through a secure connection. If you always wish to work with a secure connection (SSL), then please tick 'Secure connection'.
Certain requirements must be met in order to work with Remote Access. If you believe that something is not working properly, you can verify your browser settings by clicking the link **System Diagnostics**.

User Name: Gebruikersnaam

Password: Paswoord

☐ Secure connection

English Hier kan je de taal kiezen

Job goedkeuren:

Drukkerij Kalettra n.v.
The Printing Company

(You will be automatically logged out at 13:27)
Logout Rudy Masset

Job --> Job List --> One job for customer IMPULS_ok

Find jobs

Job Number	Job Name	Customer	Customer Job Name	Order Number	Page Count	Job status	Upload	Due date	Date Mod
83563	Map Cordeel 54*39,5/22,5*39...	IMPULS_ok	Map Cordeel 54*39,5/22,5*39...	2013-1845	(8/2)	// Needs Approval		2014-04-29 00:00:00	2014-04-24

Klik op de job die je wil goedkeuren

Bij een nog goed te keuren job staat er: Needs Approval

Drukkerij Kalettra n.v.
The Printing Company

(You will be automatically logged out at 14:05)
Logout Rudy Masset

Brochure Mireille 4+28 blz. A4 druk 4/4 / 85874

Job Information Upload (0) Download (0) Pages/Page Approvals (30) **Page Lists (2)** Approval - Sheets (0) Contributors

Thumbnails Details List

These are the page lists of your job. You can approve, view, replace or assign pages.

The page list shows you only the job pages that are assigned to a page list. You do not see pages that are not assigned. Your job contains 2 page lists.

A page that is not yet approved has a blue border around its thumbnail, an approved page a green border and a rejected page a red border. A yellow border indicates a warning. In this case, the approval document, for example, may still be missing. A thumbnail is found only in the 'Thumbnails' and 'Details' views.

To approve a page, click the link with the page name or the 'Approve' link. Click the 'Replace' link if you wish to replace a page. You can replace the page only while it is still not approved.

Your approval pages are JPEG pages. Click the 'Show as Book' link in the relevant page list if you wish to approve pages in that page list.

Assign or replace pages:
You can assign or replace pages in the page list. Click the "Assign" link if you wish to assign (position) a page on an empty page. Click the "Replace" link if you wish to replace an existing page in the page list.
Note: You can see the "Assign" link only if you have an empty page, the "Replace" link can be seen only if a page was already assigned.
In both cases (after you click the "Assign" or "Replace" links), the "Page Details" view opens. The upload window starts automatically when the "Page Details" view opens. You upload the data with the new pages in this window. The new pages are assigned/replaced automatically as of the page position you clicked.

PL_BINNEN Mark All Pages (28 pages altogether, 28 pages assigned)

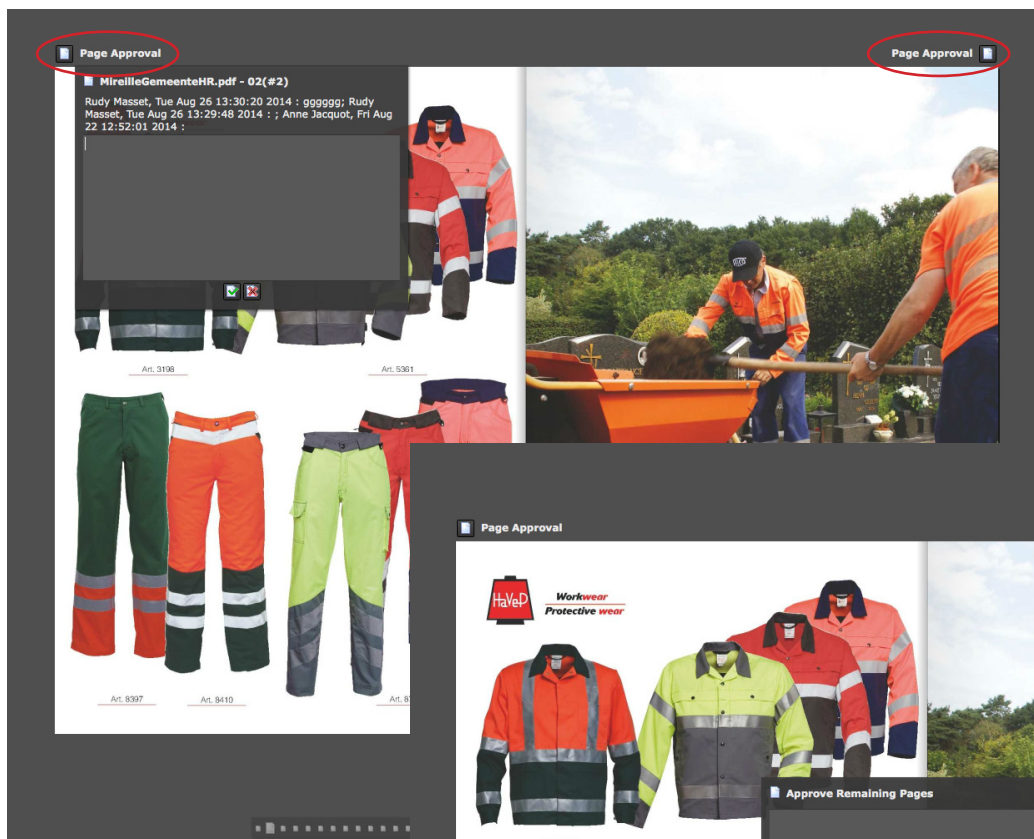
Show as Book Assign Pages 28 0 0

Belangrijk dat je op Page Lists bent!!!

Klik op 'Show as Book' voor de booklet voorvertoning

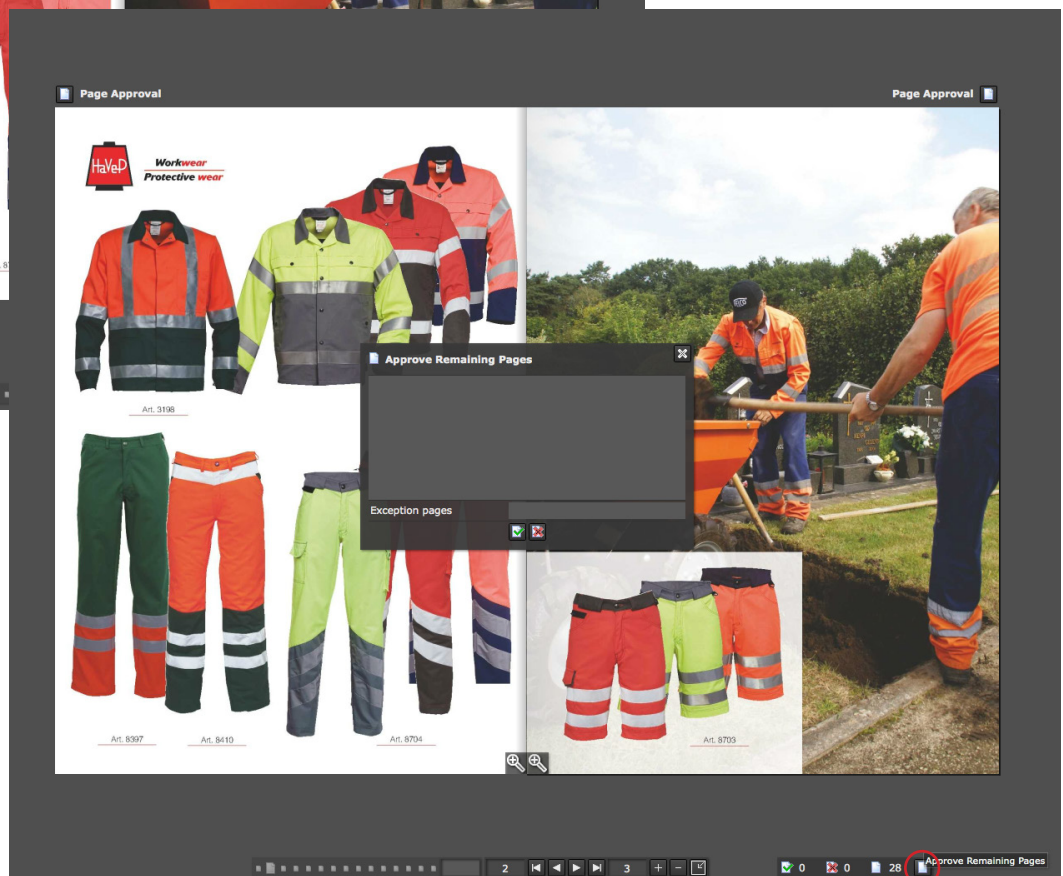


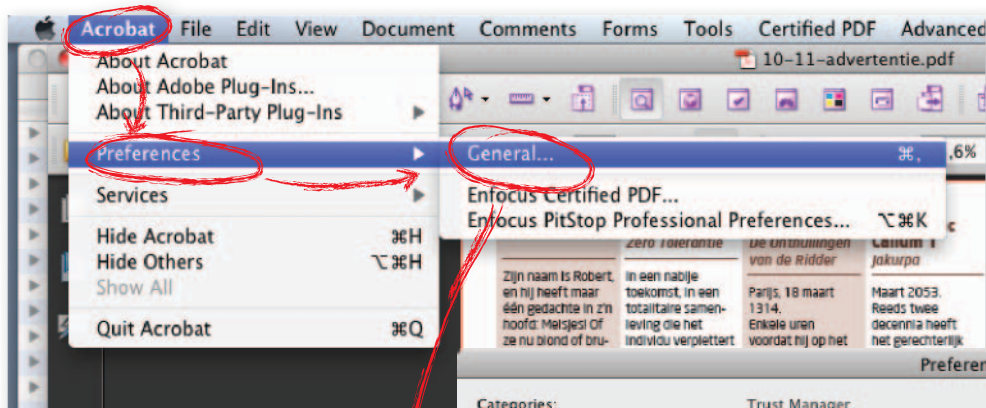
Fullscreen / schermvullend



U kan individuele pagina's goed- of afkeuren.
Door boven de pagina op 'Page Approval' te klikken.
Hier komt dan een kader waar eventueel commentaar kan zetten.
Onderaan vind u de knoppen voor goed- of af te keuren.

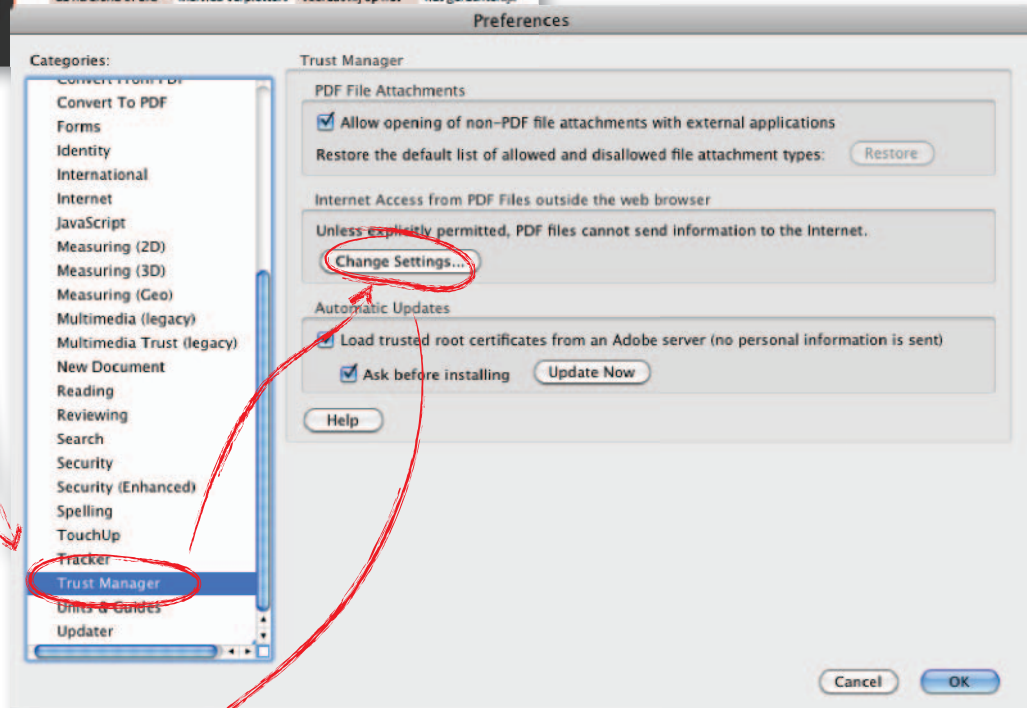
Met de uiterst rechtse knop van de controlebalk kan u alle pagina's (die u niet individueel behandeld hebt) tegelijk goed- of afkeuren.
Hier kan u ook commentaar zetten.



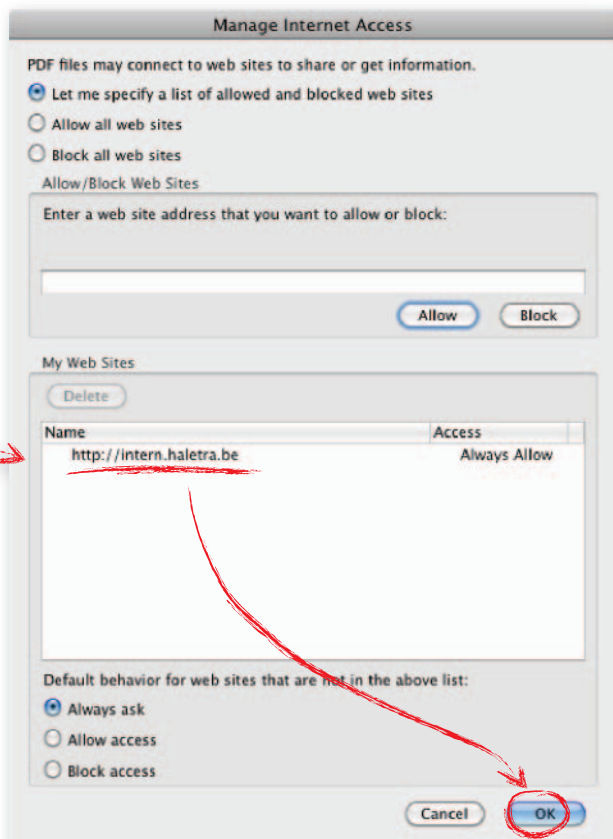
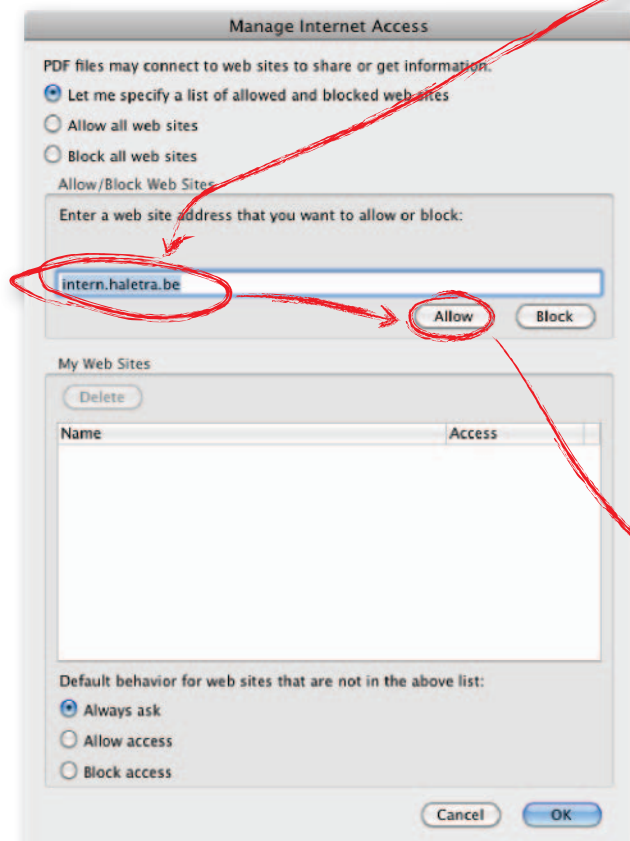


Ga naar de **preferences** van **Acrobat**, en klik op **Trust Manager**.

Bij het item over **Internet Access** klik je op **Change Settings**.

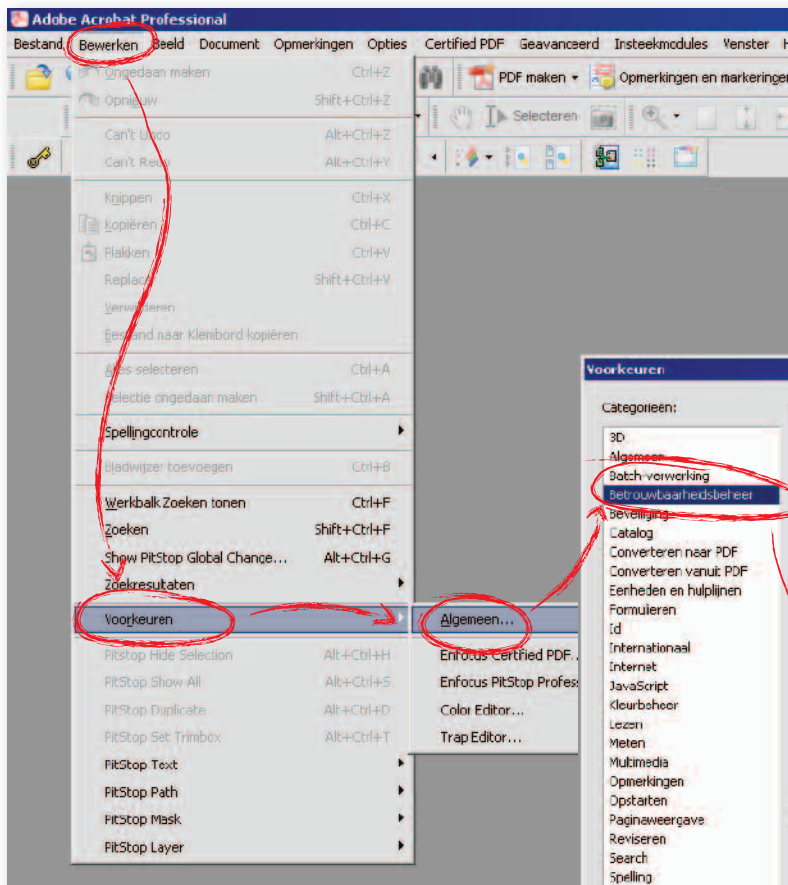


Vul het adres van de webproofing in: **intern.haletra.be** en klik **Allow**. Hiermee geef je Acrobat de toestemming om connectie met onze server te maken.



Klik **OK**.
Je instellingen zijn nu opgeslagen,
en je kan verder gaan webproofen.

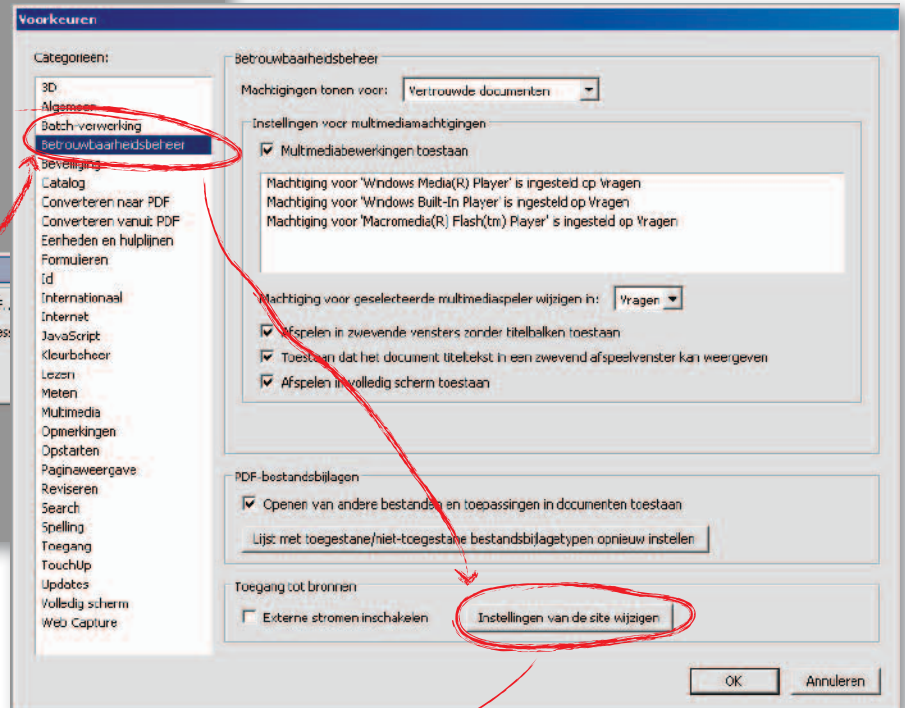
Deze tutorial legt de security-settings van Acrobat uit aan de hand van een Engelstalige Acrobat op Mac.
Op de volgende pagina vind je een tutorial voor een Nederlandstalige versie op PC



Deze tutorial legt de security-settings van Acrobat uit aan de hand van een Nederlandstalige versie op PC.

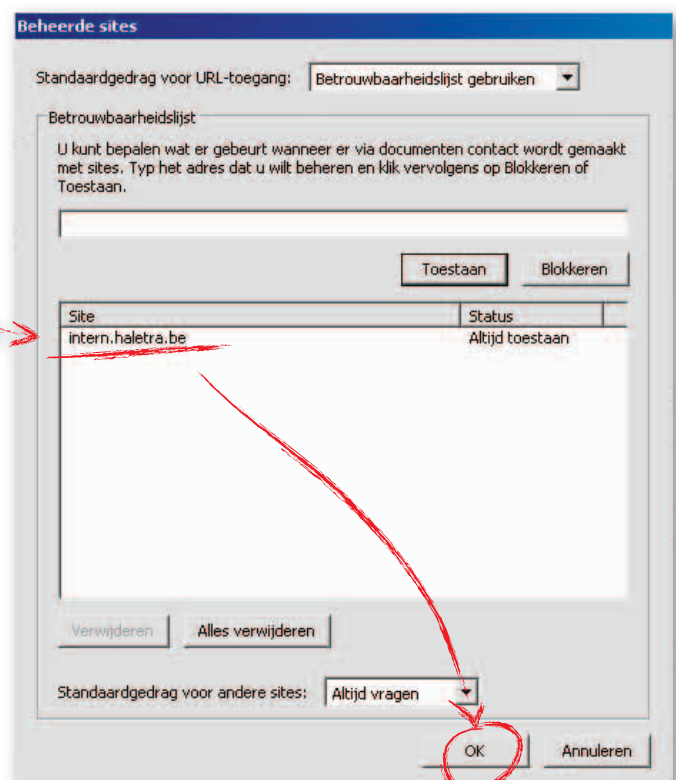
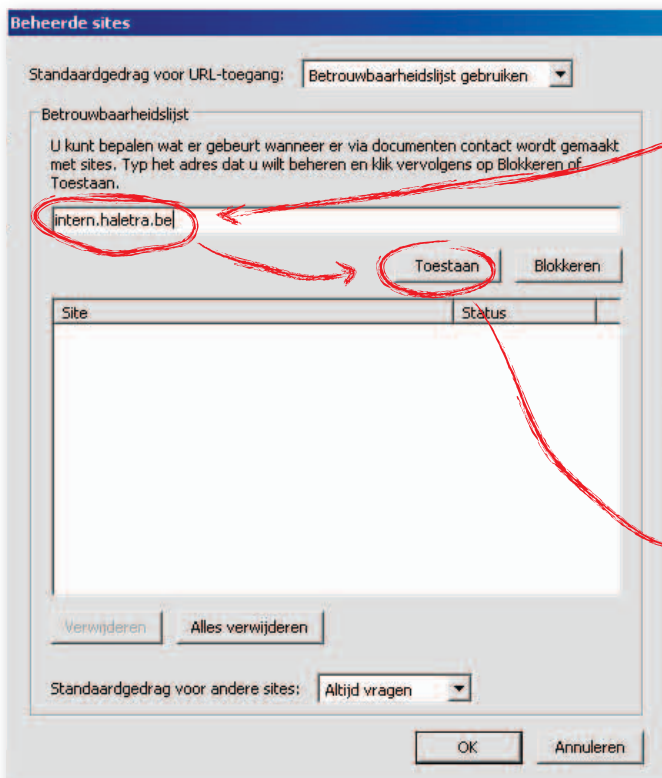
Ga naar de **Voorkeuren** van **Acrobat**, en klik op **Betrouwbaarheidsbeheer**.

Klik op **Instellingen van de Site Wijzigen**.



Vul het adres van de webproofing in: **intern.haletra.be** en klik **Toestaan**.

Hiermee geef je Acrobat de toestemming om connectie met onze server te maken.



Klik **OK**.

Je instellingen zijn nu opgeslagen, en je kan verder gaan webproofen.