FS200 How to:
Automatic tab creation

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Feature overview

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

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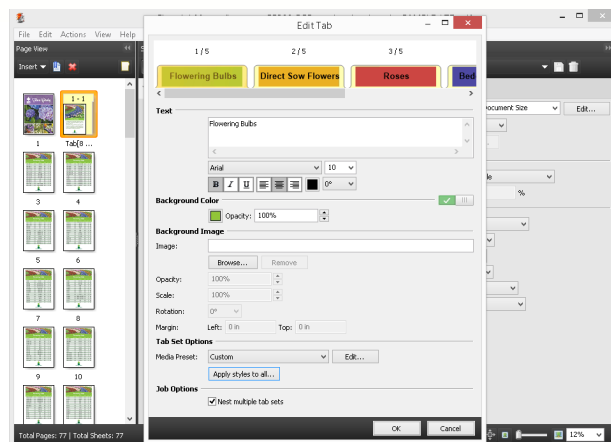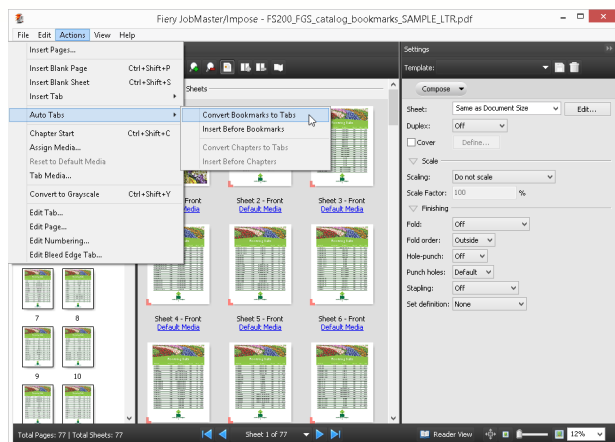
Objectives of exercise

- Convert PDF bookmarks using Auto Tabs.

Additional resources

For additional software downloads, training resources and more, go to Fiery Online Resources.

Before you begin

- Open Fiery Command WorkStation 5.7 ® or later and connect to at least one Fiery Driven™ printer that supports Fiery JobMaster.

    o For the updated list of supported printers go to: www.efi.com/fieryjobmaster.

- Activate the Fiery JobMaster license on the computer running Command WorkStation.

- Place the sample file, **FS200_FGS_catalog_bookmarks_SAMPLE_LTR.pdf** or **FS200_FGS_catalog_bookmarks_SAMPLE_A4.pdf**, in the Fiery server Hold queue. Drag the file to the Command WorkStation Held list or use the Command WorkStation Import menu option.
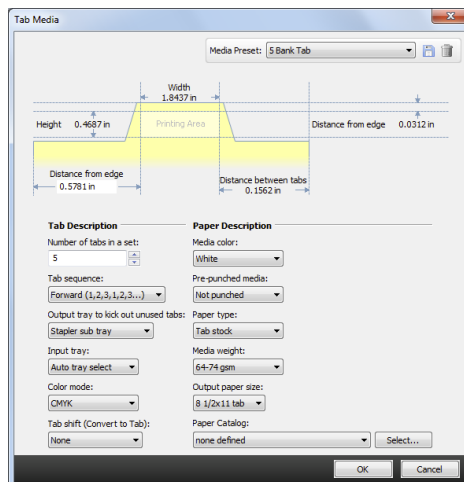
Convert PDF bookmarks using Auto Tabs

1. Select the **FS200_FGS_catalog_bookmarks_SAMPLE_LTR.pdf** or **FS200_FGS_catalog_bookmarks_SAMPLE_A4.pdf** file in the Command WorkStation Held list. Then right-click and select **JobMaster**.

2. In the JobMaster window, click **Actions > Auto Tabs > Convert Bookmarks to Tabs**.

3. In the Edit Tab window, modify the tab text and background color.

4. Change the font to **Arial** and the font size to **10**.

5. In the Tab Set Options area, select the **Apply styles to all** check box. Clear all the option check boxes except **Text styles** and click **Apply**. This will apply the same font and font size to all tabs.

6. To add a background color to the tab text field, click ▦ ✕ . When the icon changes to ✓ ▦ select the Background Color.

7. For this example, specify the RGB values for each tab section color. Define the background color according to the chart information below.

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

> *Navigation tip: Use keyboard shortcuts to quickly jump between tabs in the Edit Tab window. Use command-right (or left) arrow on a Mac and Ctrl-right (or left) arrow in Windows®.*
>
> *Background Color: Create a color palette for frequently used colors. Just click a color box under Custom colors and then click **Add to Custom Colors** to add each new color to the Custom colors as you define each one. It saves time for future jobs.*

8. In the Tab Set Options area, select **5 Bank tab** in Media Preset. If no media presets have been created yet, then click **Edit** next to Media Preset.

9. In the Tab Media dialog box, verify the Number of tabs in a set is **5**.

10. For this example, use the default selection **Forward** for Tab sequence.

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

11. Specify the Output Tray to kick out unused tabs**.** (This option will vary with printer).

12. Continue to assign any additional settings, including media, tray or Paper Catalog.

13. Click the **disk** icon next to Media Preset after you have completed all the settings you want.

14. Name your preset **5 Bank Tab** and click **OK**.

15. The selected media preset will display **5 Bank Tab**.

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

16. Click **OK** to exit the Edit Tab window.

17. In the Settings pane, specify any additional settings.

18. Click **File > Save**.

19. **Save** as a regular job and click **OK**.

20. Click **File > Exit** to close JobMaster. Or click the red **X** in the corner.

21. The job is ready for printing.

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automated business processes, EFI has everything your company needs to succeed.
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