

# Proofing Basics for Rampage Remote

## Customer Guide



# Basic System Requirements

Apple Macintosh OS X 10.3.9 or later

Macintosh Runtime for Java 1.4.x or later

RAM: 512 MB

Internet Browser: Firefox 2.0 or later, Safari 2.x or later

Microsoft Windows

Windows NT / 2000 / XP / Vista

Ram: 512 MB

Java Runtime Environment 1.5.x or later

Internet Browser: Firefox 2.0 or later, Internet Explorer 6.0 or later



# Accessing the Site

To begin, go to <http://remote.fosterprinting.com>



**FOSTER**  
PRINTING SERVICE

Online Job Control  
&  
Proofing

Please enter your login information below (you must have cookies enabled in order to proceed):

LOGIN NAME:  
jdoe

PASSWORD:  
\*\*\*\*\*

Login

Type in your name  
and password.  
Click Login

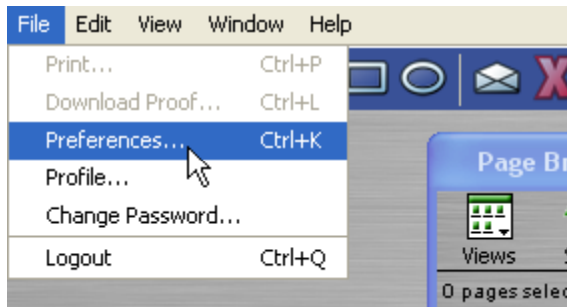




Once you reach the main menu, select "Proof."



After you login, you will need to check the display preferences so that you can view high-resolution PDF's at full monitor view.

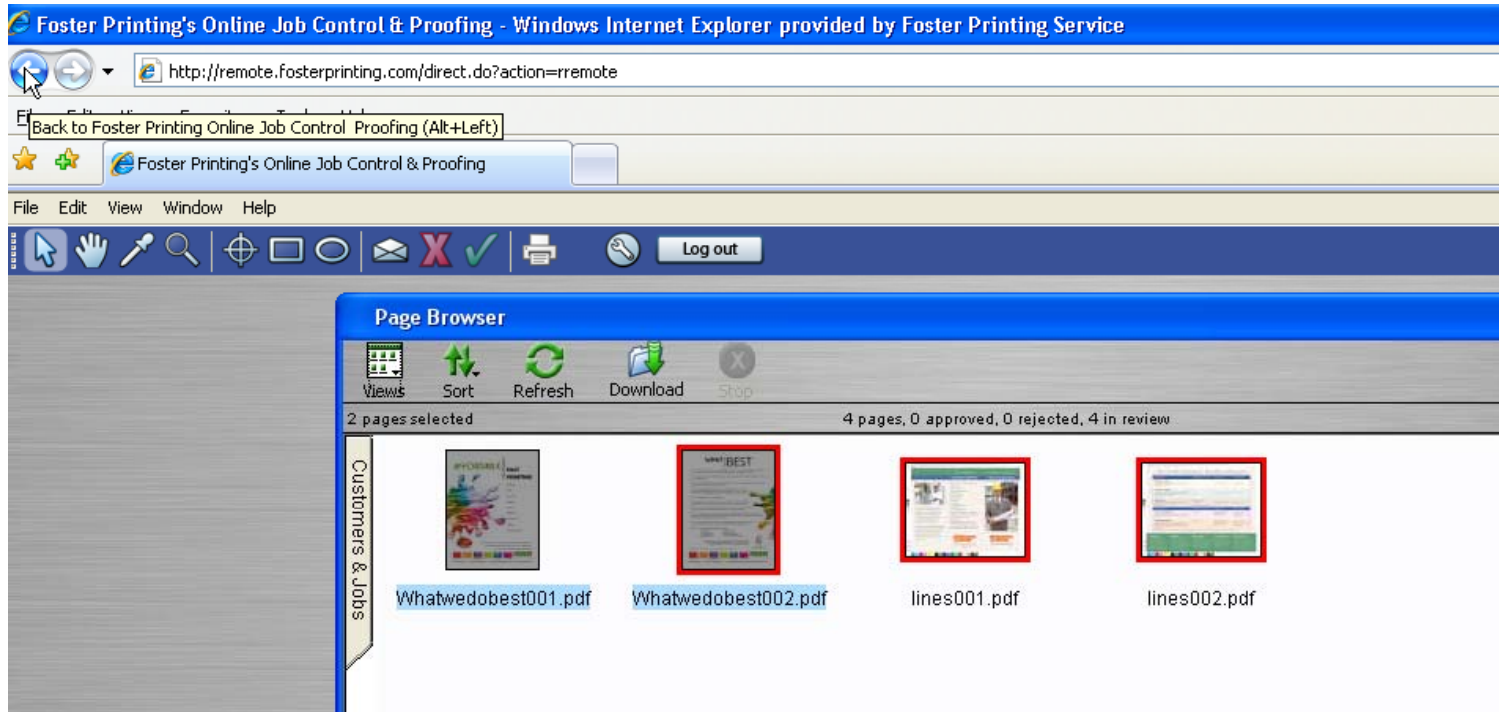


Click on File, and then Preferences



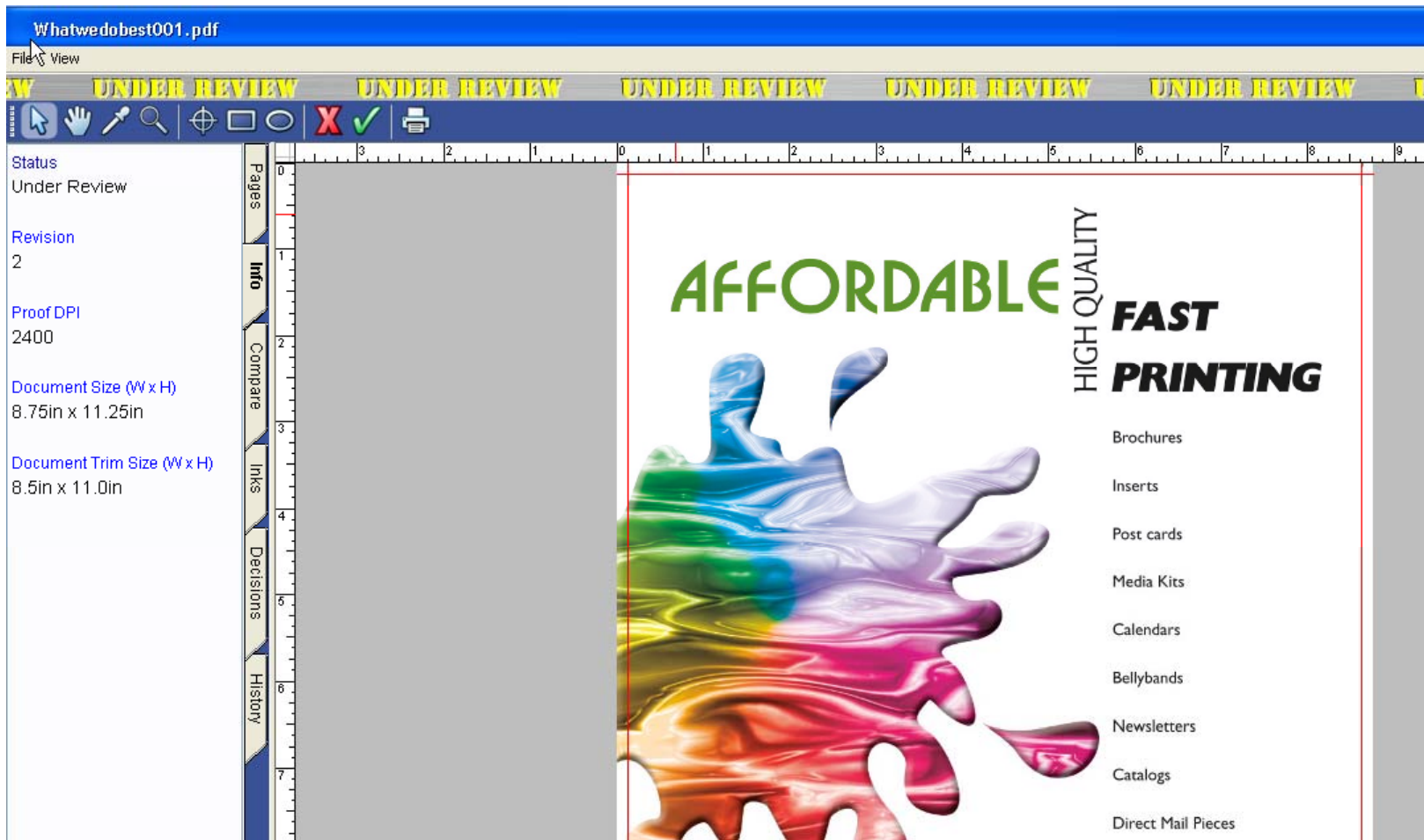
Click on the display tab and then make sure the Open New Proofs pull down is set to Outside the Browser.





Once you have logged into proofing, you will see any files that have been uploaded for your account as well as the menu bar options.

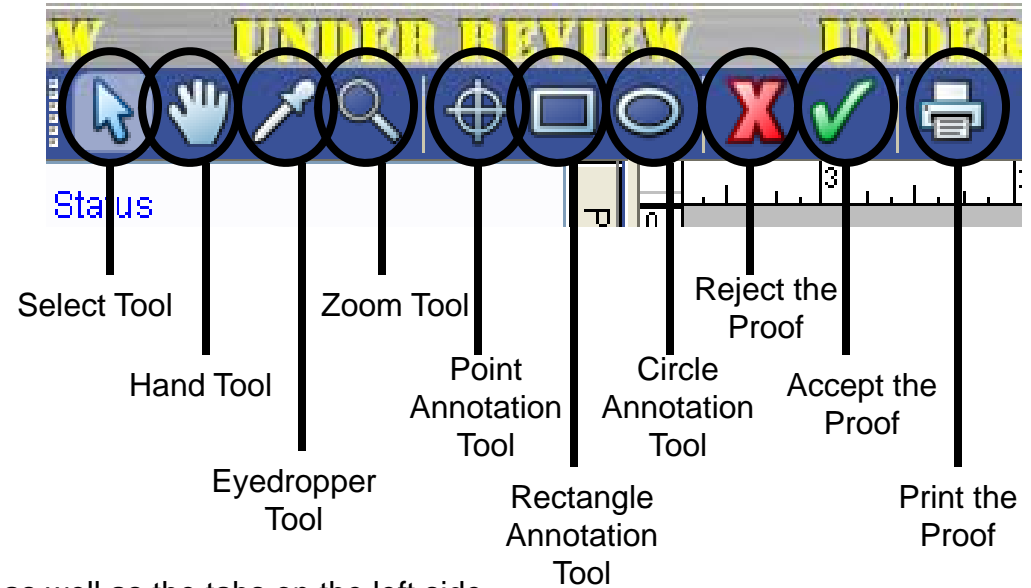




By double clicking on a page, you can see the proofing options for that page.

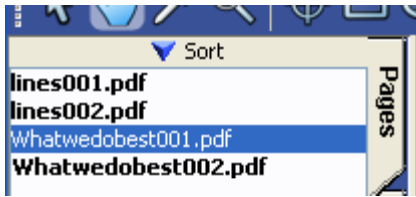


The toolbar at the top will allow you to evaluate your proof.

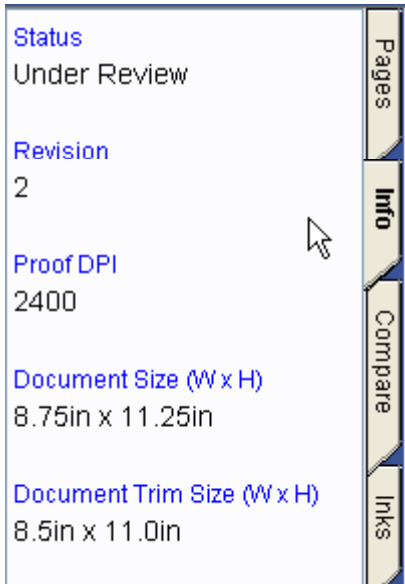


- The select tool will let you navigate the tool bars as well as the tabs on the left side.
- The hand tool will allow you to grab and move the proof as well as navigate the tabs.
- The eyedropper tool allows you to check CMYK break downs by holding over a color and left clicking.
- The zoom tool allows you to zoom in on a specific spot on the proof.
- The point annotation tool will net you make a note on a specific point of the proof.
- The rectangle annotation tool will let you make a note on an area you outline with a rectangle.
- The circle annotation tool will let you make a not on an area you outline with a circle.
- Reject and Approve can be used on a single page or you can highlight multiple pages and reject or approve them all.
- Note: Print the Proof is only good for a low-res laser copy or a high-res laser of a magnified area. If a high-res laser is needed you have to download 300dpi PDF and print from this.

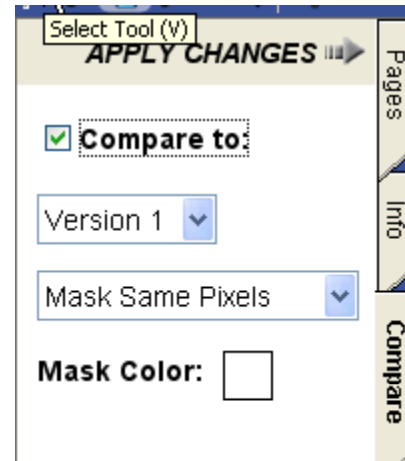




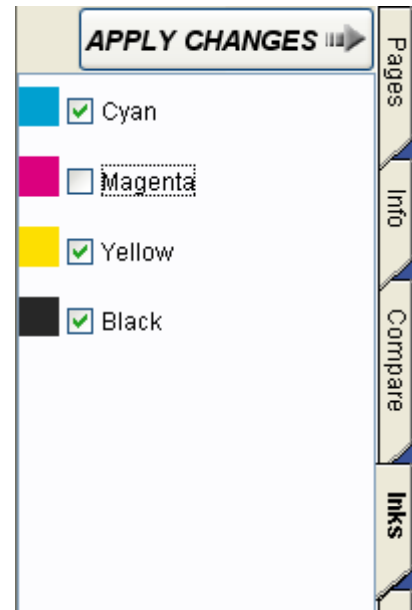
The pages tab provides information about each of the pages of the proof.



The info tab provides information about the proof.



The Compare tab allows you to compare changes that have been made to a proof by viewing the different versions.



The Inks tab lets you turn the inks on and off. Just check the boxes you want to view and click apply changes.



**Kim Baer:** Undecided  
**tig:** Undecided  
**Brooke:** Approved  
 Comments: "looks great!"

Pages  
 Info  
 Compare  
 Inks  
**Decisions**

The Decisions tab allows you to see approvals and rejects by members of your team as well as comments they made at the time of approval.

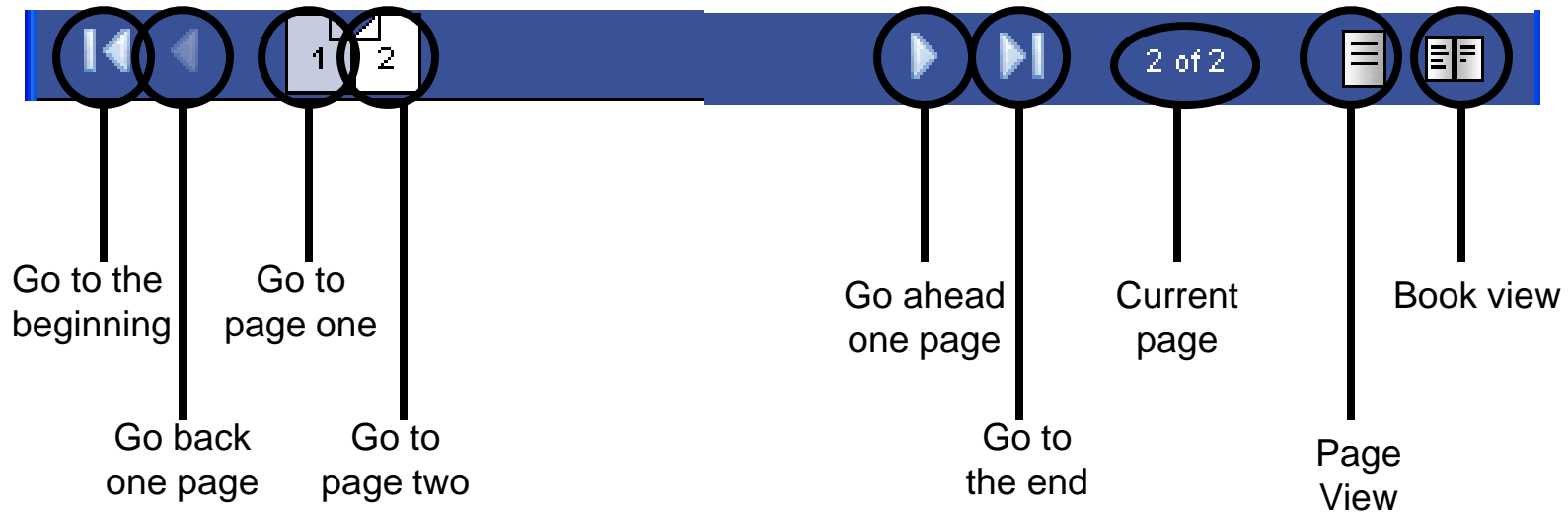
02/03/2010 20:47:44 - Tammy published revision 1  
 02/04/2010 08:50:17 - Tammy published revision 2  
 2/4/2010 12:17:31 - Brooke approved revision 2 of this proof.  
 Comments: looks great!

Pages  
 Info  
 Compare  
 Inks  
 Decisions  
**History**

The history tab allows you to see changes, approvals and rejections for your proof with dates and times.



The navigation bar at the bottom allows you to navigate the pages of your proof.



- Note: Utilize book view for proofs over 4 pages to check crossovers.



You have successfully proofed your project.

If you have questions or need any additional information, please don't hesitate to contact your customer service representative at 800.382.0808.

