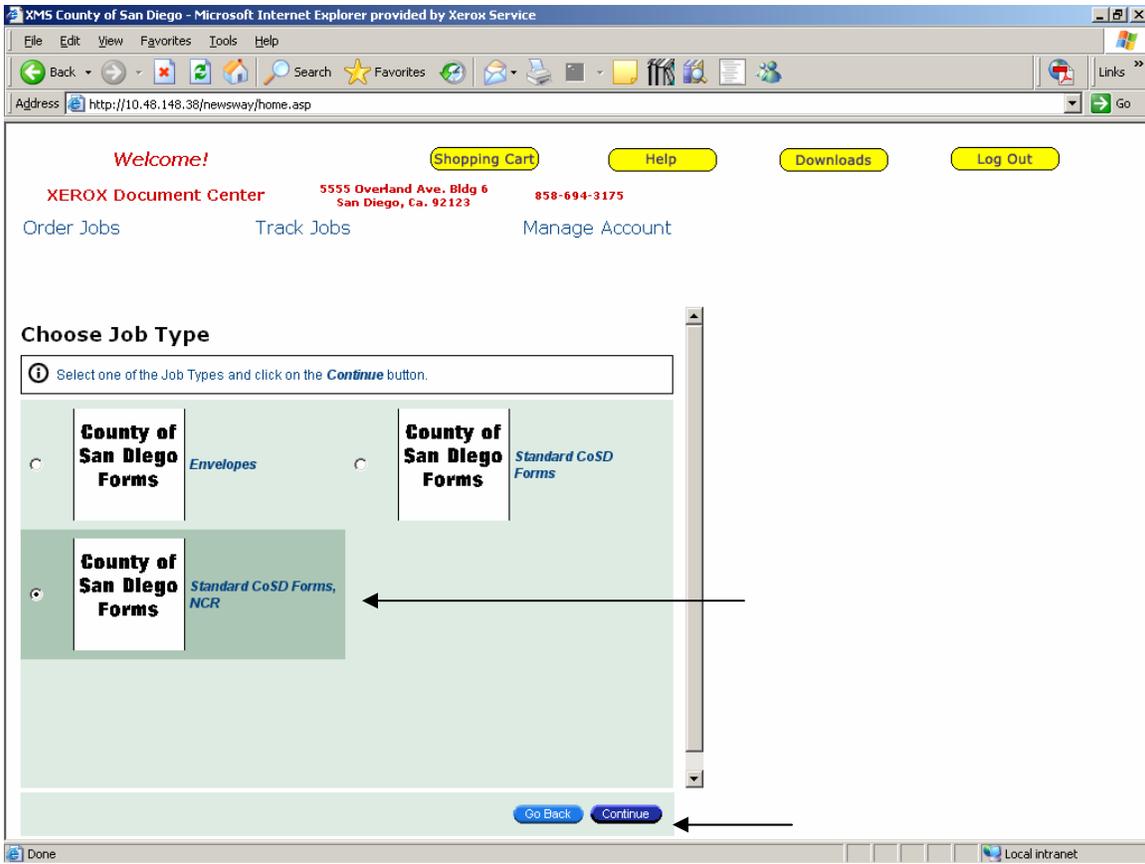




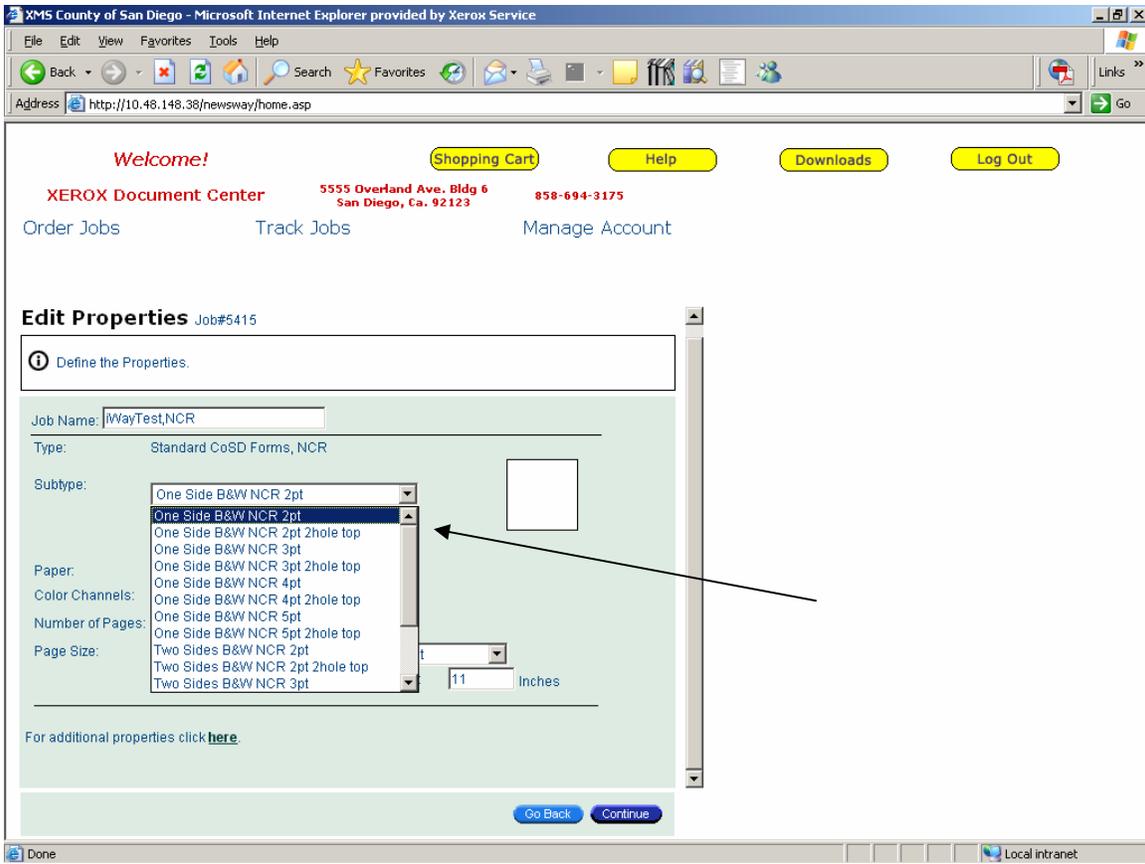
FreeFlow Tutorial Part 5, NCR (carbonless) differences only

This is a “quick tutorial” to help people understand the new FreeFlow. The best part is that if you have used the old version then this will be even easier to understand and use. If you have never used iWay, you should still find this very ‘user friendly’. It is put together in a “wizard” type format...if you just follow the instructions and fill in your information, page by page, you will likely be successful the very first time. In any event, the learning curve for this version is much shorter and easier than in ‘version 2.5’. We hope you will find this tutorial to be helpful and, as always, thank you for your interest in FreeFlow!

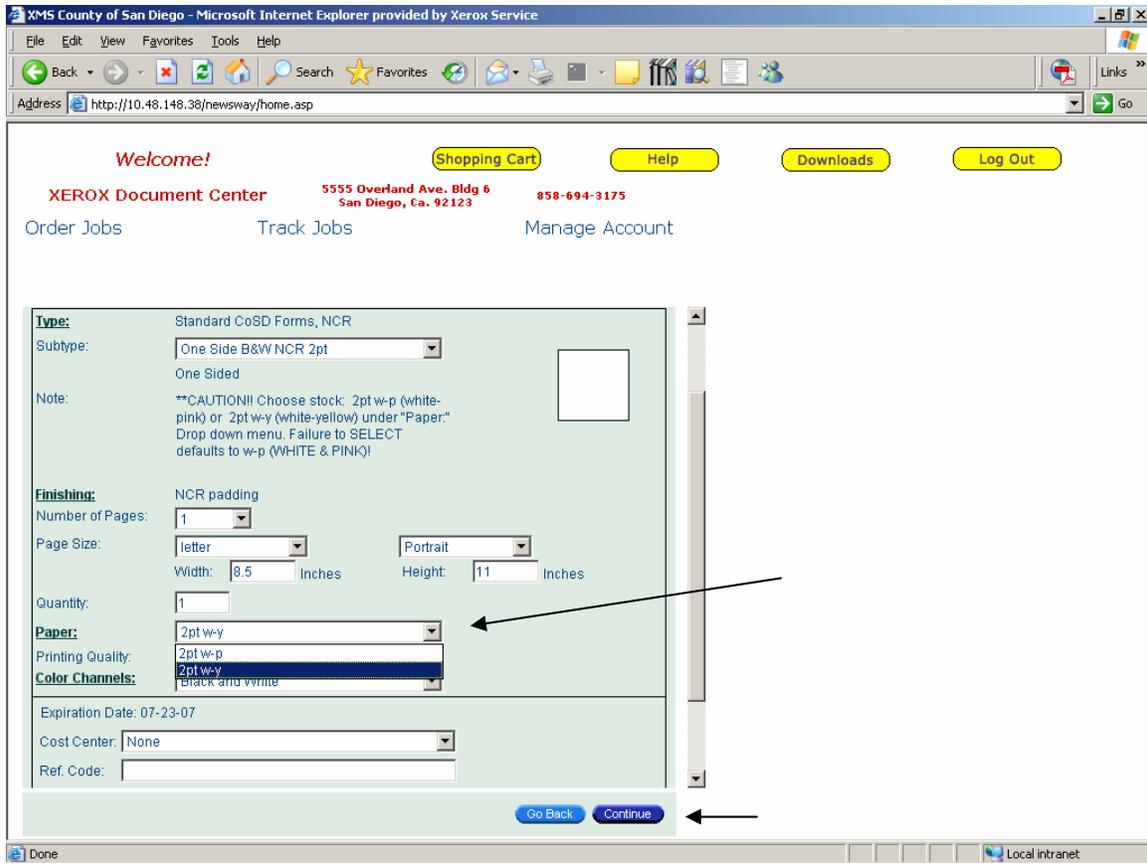


When ordering carbonless (NCR) forms, setting the job properties is a little bit different. After selecting the file you want to print, you then select “Standard CoSD Forms, NCR” as the ‘job type’.

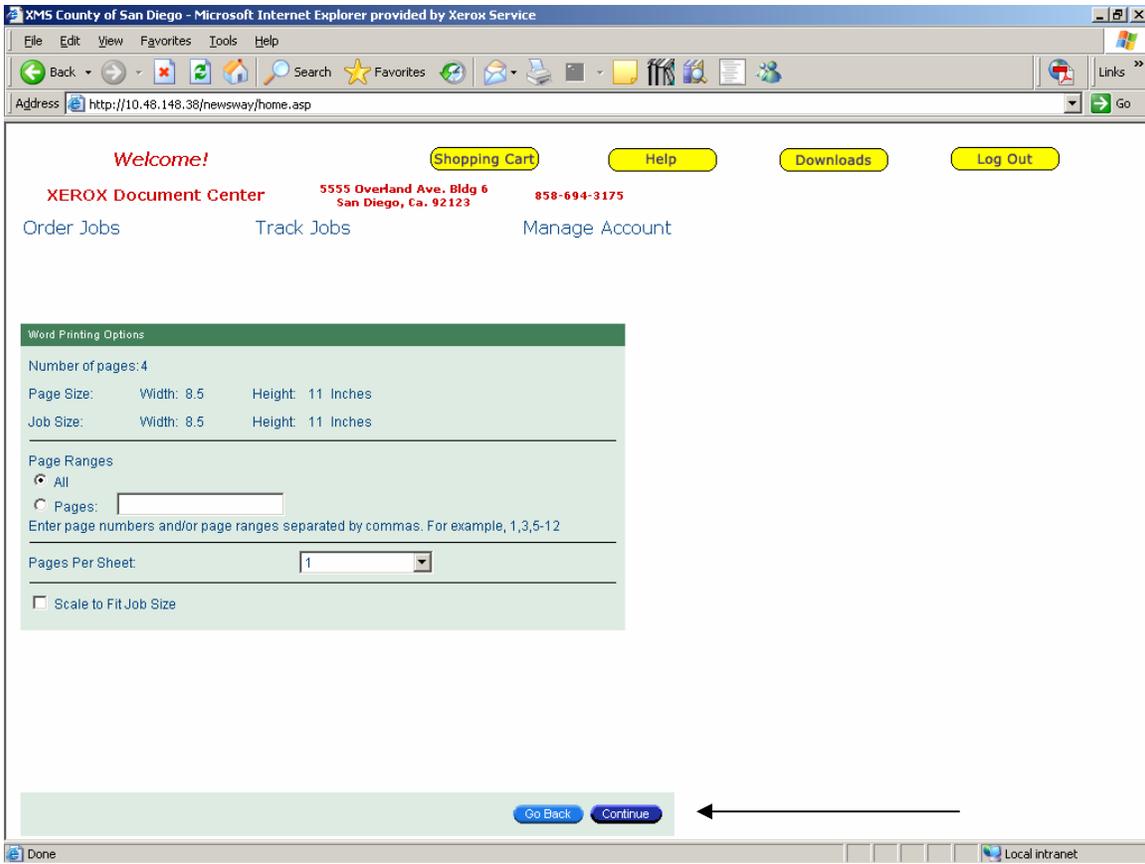
Click continue.....



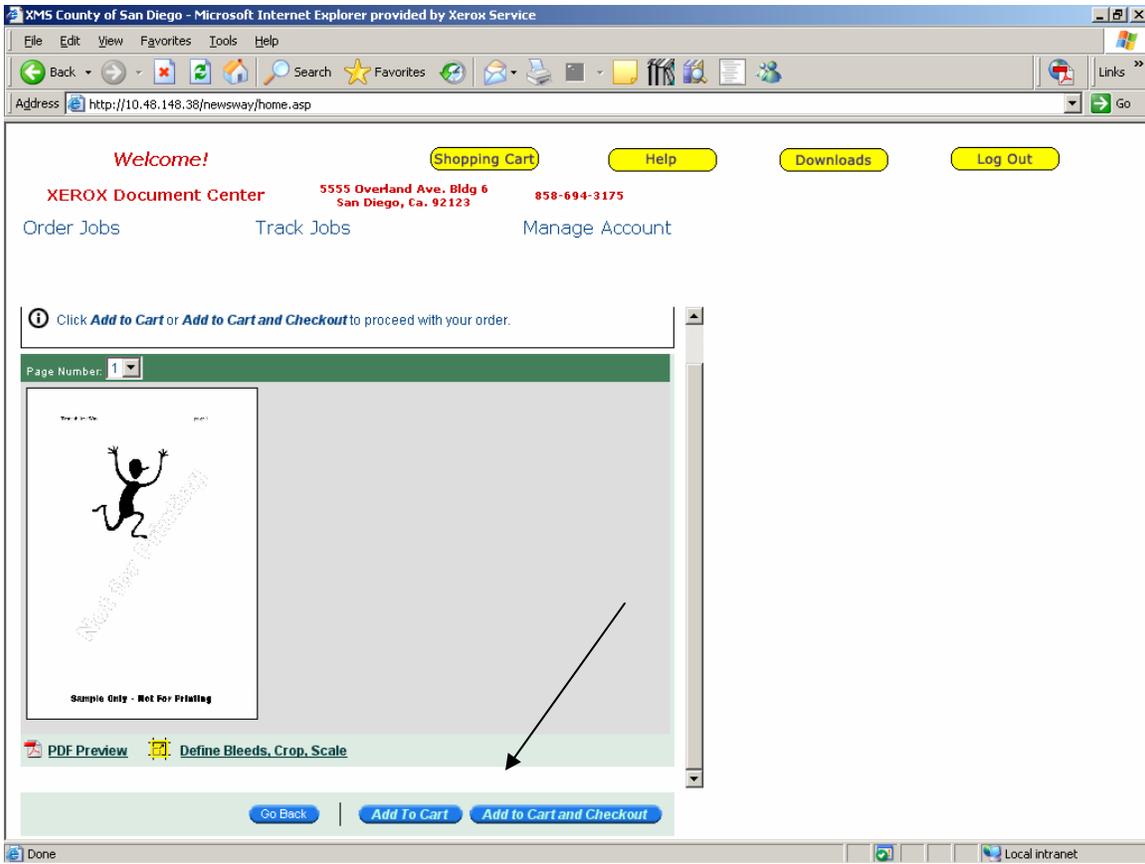
In the 'Subtype' drop-down menu, we will select "One Side B&W NCR 2pt". Notice that selections include 2, 3, 4 & 5 part forms. They can also be 2 sided or have 2 holes drilled at the top to facilitate "flipping over" the pages of the forms.



Here, we must select the type of NCR form (paper). We show 2 part here so you can see the choices. Notice the selections are '2pt w-p' and '2pt w-y'. This means '2 part white on pink' & '2 part white on yellow', respectively. It is listed alpha-numerically so '2pt w-p' lists first as *the default setting*. If you want white on yellow, you must specifically select it or your job will be printed on white on pink, the default setting. Please *double check this page* before moving on to prevent being printed on the wrong type of NCR paper. Click 'continue'.



The next page is the printing options. It is identical to options page for other job types. Click 'continue'...



Here you see a proof of the job. This is how it will look when printed (minus the “sample only” footer & watermark) Select either ‘Add to Cart’ or ‘Add to Cart and Checkout’. From here on, it looks the same as ordering other job types, so we will end this tutorial here.

Thank you for visiting our new FreeFlow tutorial. This should get you acquainted with the most common features and differences from the older version 2.5 iWay system. If you feel you would like more training, help or have a question, please contact Patrick Angsten at patrick.angsten@xerox.com, 858-650-0829 or 619-247-6879

Thank you!