Configuring

Assigning workflows

When an input file enters the RICOH ProcessDirector system, one of the first actions that the input device does is to assign a workflow to it. After the input device assigns the workflow, the job can begin to move through the processing steps. There are several methods through which the input device can assign the workflow. You configure the method to meet the requirements of the installation.

Use one of these methods to assign the workflow:

- The easiest way to assign a workflow to a job is to use the **Child workflow** property on the input device. When you set the **Child workflow** on an input device, the device assigns that workflow to every job that it processes. All input devices that RICOH ProcessDirector supplies use this method to assign the workflow for the data sets or input files that they receive.

> ⬇ Note:
> ○ Jobs that consist of multiple input files are processed as child jobs of the parent job that groups them. The parent job takes the workflow that is set by the **Workflow** property on the input device, while the child jobs take the workflow that is set by the **Child workflow** property on the input device.

- You can set the workflow for a job using a **Child workflow initialization step** on the input device. If you select this method, all jobs that arrive on the input device pass through the initialization step you specify; the initialization step assigns the workflow. If your jobs have multiple input files, also set the **Workflow initialization step** property. Parent jobs pass through that initialization step to have their workflow assigned. RICOH ProcessDirector provides these step templates that you can use for a workflow initialization step:
  - The **SetJobTypeFromRules** step template points to a control file that the input device can use to determine the workflow. The control file lists job parameters that accompany jobs when they are submitted, such as LPR control file parameters, and their corresponding RICOH ProcessDirector properties. For example, you could edit the control file to map the value of the Copies LPR parameter to the value of the **Child workflow** property. You specify the control file that the input device uses with the **Child workflow parsing rules** property on the input device.
  - The **SetJobTypeFromFileName** step template parses the file name of the input file to determine what workflow to assign. To use this step, you specify text that always appears in the name of a certain type of input file and map it to a workflow. Use the **Child workflow pattern** property to define the string you want to use for the workflow.
    Make sure that you have created and enabled workflows with names that correspond to the strings you specify. These strings are case-sensitive.
- You can set both the **Child workflow** and the **Child workflow initialization step** properties for an input device. If the **Child workflow initialization step** property is set, the step tries to set the workflow using that method. If the step cannot set the workflow, it assigns the workflow that the **Child workflow** property specifies. If that property has no value, RICOH ProcessDirector issues an error message. You can also set both the **Workflow** and the **Workflow initialization step** properties for an input device to assign the workflow for parent jobs. RICOH ProcessDirector uses the same assignment hierarchy.

Parent topic: Preparing to use workflows