

Company Name:

Address:

City, State Zip:

UPS Store #:

Owner/Manager:

Key Operator 1:

Email:

Phone:

Key Operator 2:

Email:

Engine Type:

Serial Number:

Fiery Type:

Serial Number:

### Standard Key Operator Training

**Completed**  
Yes N/A

#### Introduction & Overview:

- Print Engine User Guides Onsite
- Machine Overview
- Power Up / Down Sequence
- Intro to Fiery Controller Interface
- Fiery User Documentation Onsite

#### Command Workstation:

- CWS Navigation & Overview
- Importing Jobs in CWS
- Registering Paper into Trays
- Device Center Overview
- Create and Manage Color Calibration
- Job Properties/Job Ticket Overview
- Job Log, Job Mgmt, Clear Server
- Archiving Print Jobs

#### Color Printing & Color Management:

- Color Calibration Workflow Setup
- Color Management UI Overview
- Color Profiles (Output & Source)
- Spot Color Workflows
- Color Substitution Workflow
- Maintenance Calibration ES-2000
- Maintenance Calibration ColorCal

#### Miscellaneous:

- Shut Down System & Restart
- Service Sticker Placed on Machine
- Service Call Procedure Explained

#### Document Composition:

- Booklets
- Envelopes
- Merging Files
- Tab Workflow
- Print Driver Workflow

### Advanced Training & Tutorials

**Completed**  
Yes N/A

#### Optional Application Software:

- Acrobat Installed
- Graphic Arts Premium Enabled
- Impose License Enabled
- Compose License Enabled
- Color Profiler Suite Installed

#### Imposition:

- Impose Booklets
- Impose Business Cards
- Impose Calendar Booklet
- Impose with User Defined Workflow

#### Graphic Arts / Color Management:

- Image Enhance Visual Editor
- Manage Spot Colors w/Profiles
- Optimize Color Quality

#### Variable Data Printing:

- Using Enhanced Freeform

#### EFI Color Profiler Suite v4:

- Create Monitor Profiles
- Create Printer Profiles
- Print to an Industry Standard
- Simulate Color of another device

#### Graphic Arts Premium/Productivity Pkg:

- Merge Multiple JPEG files
- Preflight / Postflight
- Control Bar
- Trapping - Progressives
- Fiery ImageViewer Overview

#### Additional Items Covered Not Listed:

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### Additional Customer Resources

Resource	Contact	Notes
Ricoh USA Website	<a href="http://www.ricoh-usa.com/support">http://www.ricoh-usa.com/support</a>	Documentation/Drivers
EFI How To Site	<a href="http://w3.efi.com/Fiery/Products/CWS5/Demos/How-To/Guides">http://w3.efi.com/Fiery/Products/CWS5/Demos/How-To/Guides</a>	Training Tutorial Downloads
Technical Support Solutions Center	(888) 424 - 1573 (option 1 & option 3)	Placing Service Calls & Help Desk Support
Fiery User Manuals	<a href="https://services.efi.com/support/vfigs/7895638634/">https://services.efi.com/support/vfigs/7895638634/</a>	Documentation Download Site
Fiery elearning	<a href="http://w3.efi.com/services/fiery-educational-services/fiery-elearning">http://w3.efi.com/services/fiery-educational-services/fiery-elearning</a>	Additional Fiery-based Training

### Training Checklist Workflow

This form identifies the various components covered in a Fiery-based customer training. Although some of these items on the form may not apply to your model or configuration, the form is designed to work with various models and options within the UPS program.

The PPSE customer training will consist of three (3) hours onsite to cover the Fiery components listed on the form. Which specific items are covered, will be determined by equipment configuration, customer experience, and typical workflows for that location. How many items covered will vary, based on how much time will be allocated to each respective topic.

The form is completed interactively, saved and uploaded OR printed on paper, completed, scanned and uploaded. In either case, the final PDF should be named SERIAL NUMBER.PDF to upload. A customer signature is required to acknowledge the completion of the training.

### Notes / follow up items:

Date:  Total Training Hours:

PPSE:  Signed By:

Customer:  Signed By: