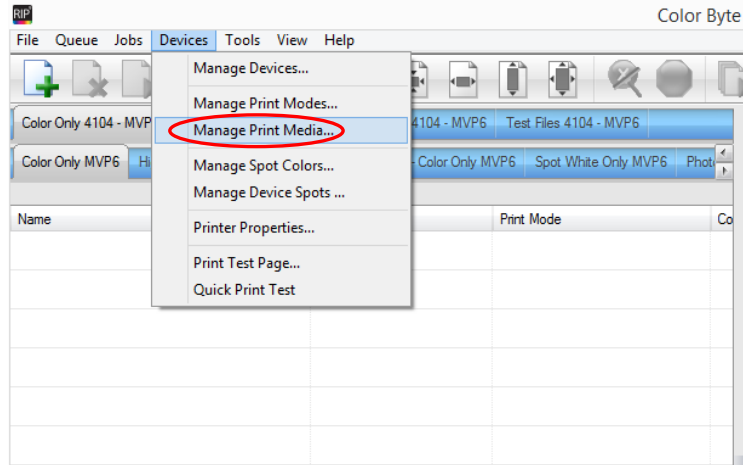


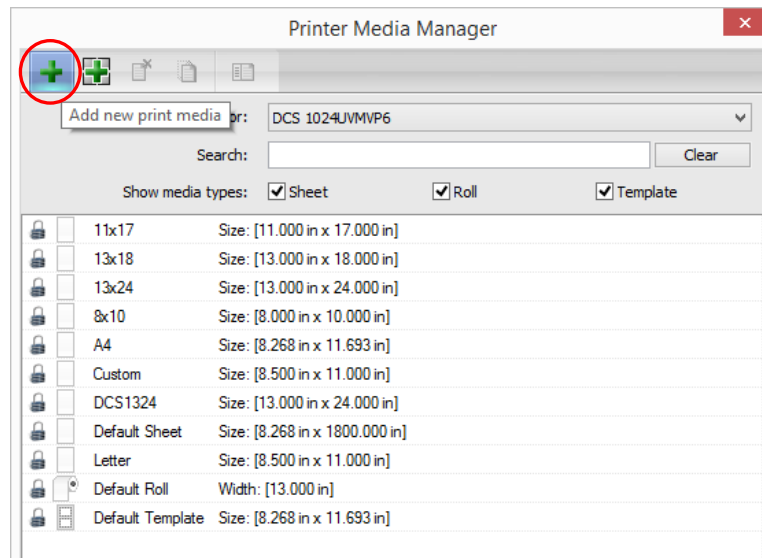
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Creating a Custom Template in Rip 9.1 Build 3

First, open the Rip and select **Devices > Manage Print Media**

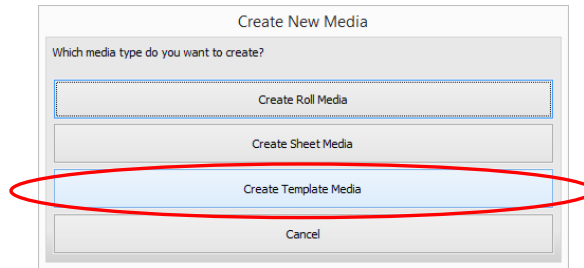


Next, select the **Add new print media** icon.

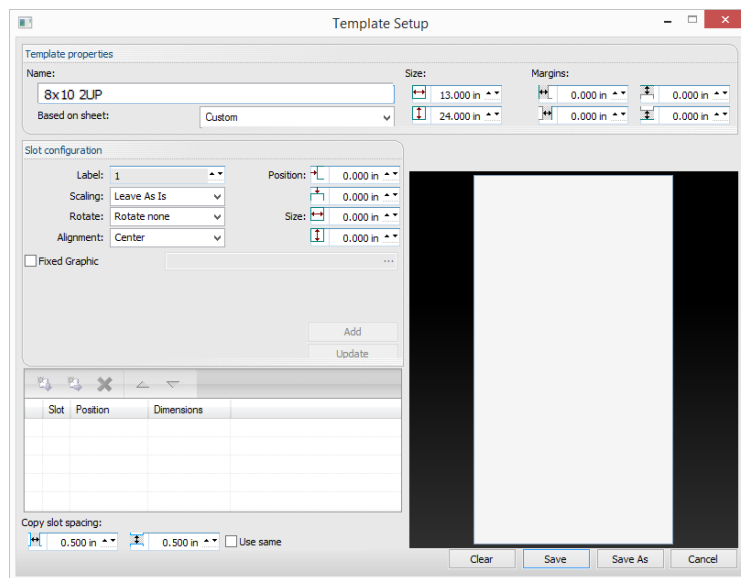


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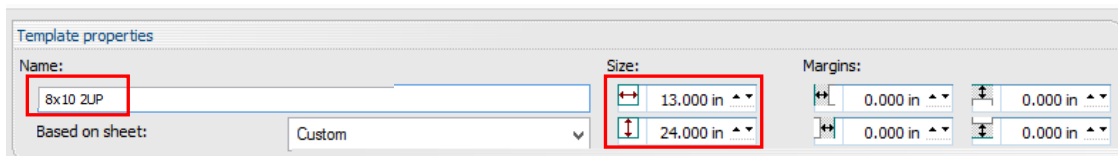
Next, select *Create Template Media*.



When setting up a custom template, begin by inputting the template properties. This includes the name of the template and the print area. In this example, we will create an 8"x10" template (1UP) and we will name it accordingly.



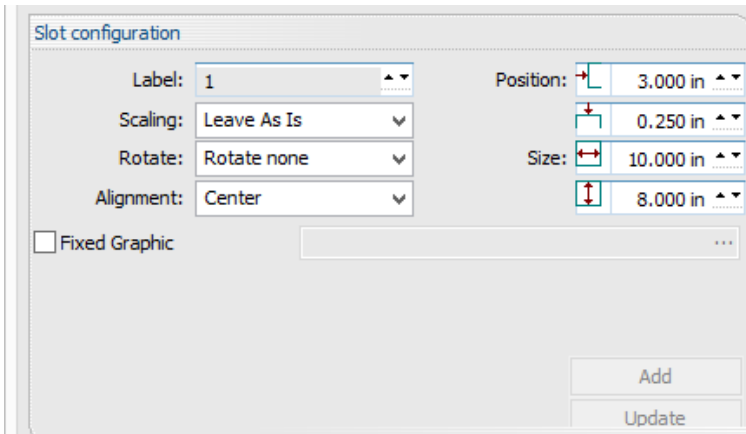
We will name this template **8x10 2UP**. For the printable area, we will input the dimension of the printer table, which is **13in x 24in**.



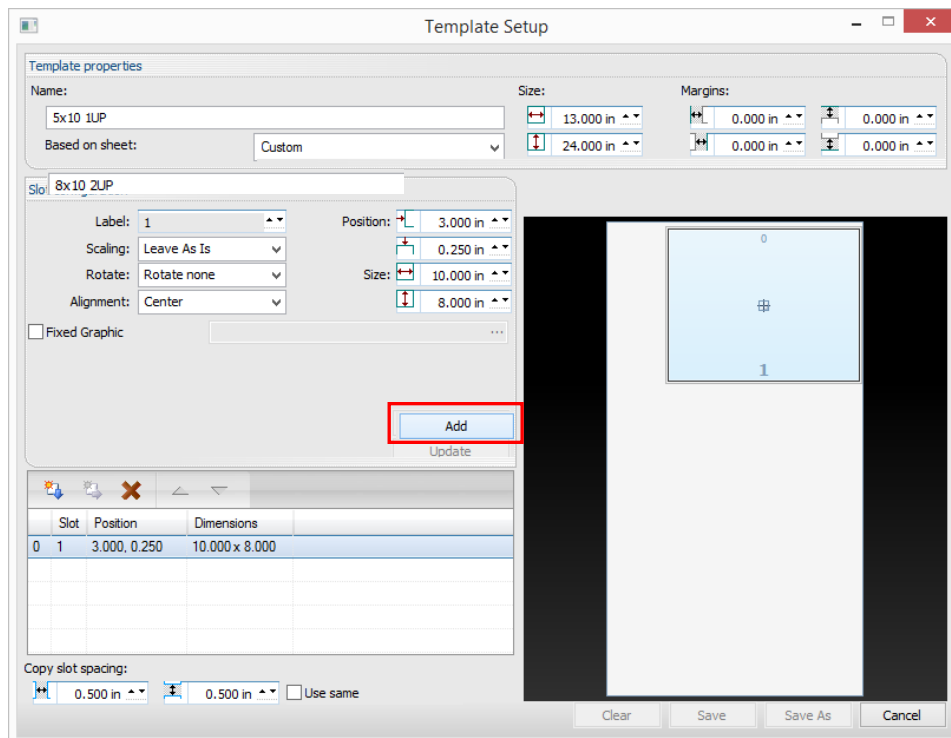
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The Slot Configuration options allow us to define the position and size of our template, as well as other important characteristics such as scaling, rotation and alignment.

For this example, we will apply a 3" left margin to account for the zero fixture guide on the printer table and out true printable area of 10". We will also apply a .25" top margin. The template size will be 8"x10". Scaling will be set to **Leave As Is**. Rotate will be set to **Rotate None**. Alignment will be set to **Center**.



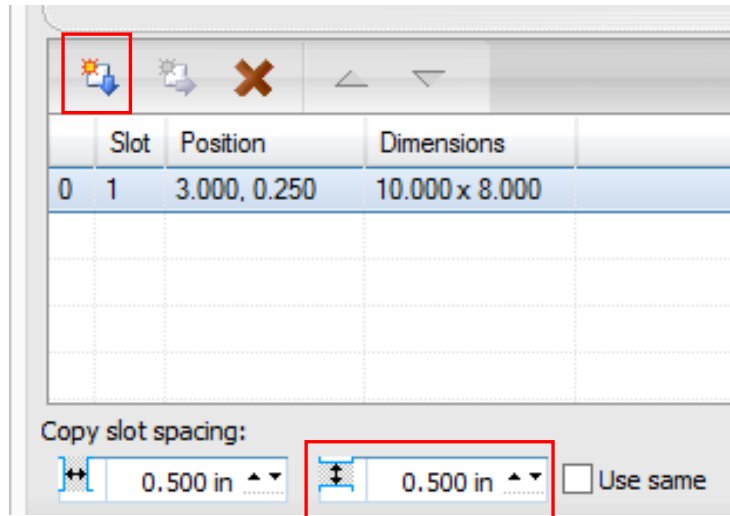
Once all of our settings have been input we are ready to select **Add**. This will create the first slot in our template.



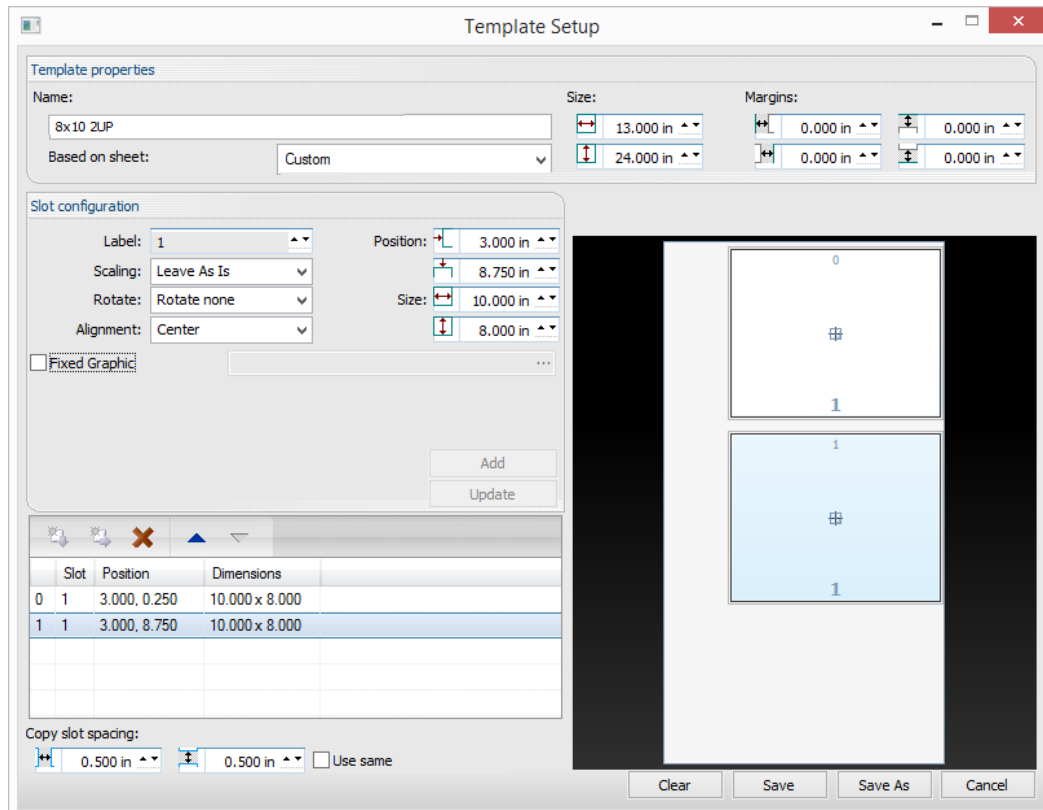
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With the first slot created, we can add additional slots using the same configuration. We can also modify the space between the slots.

In this example we will use a .5" space between each slot. To add the additional slot, we will select the first slot that we created and then we will select the **Copy Selected Down** icon.

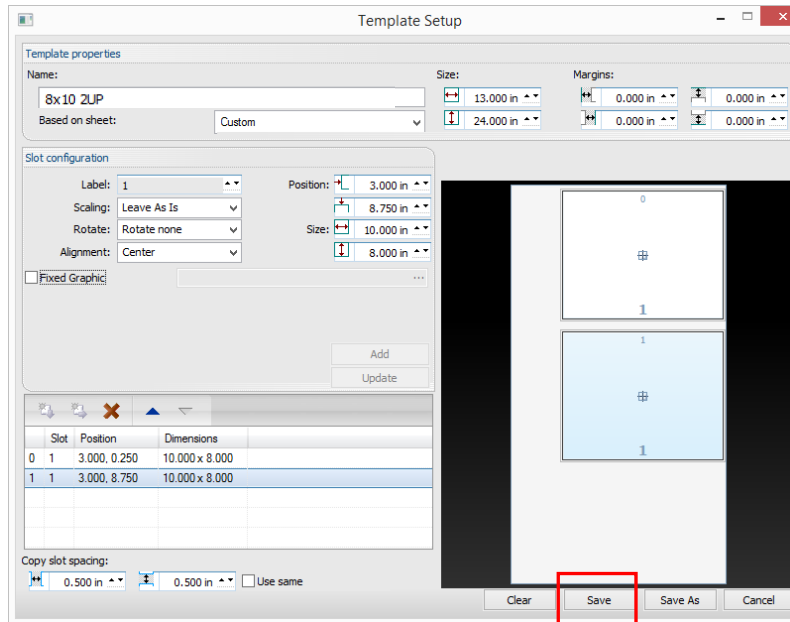


This will drop the second slot .5" below our first slot and will the second slot to the preview window.

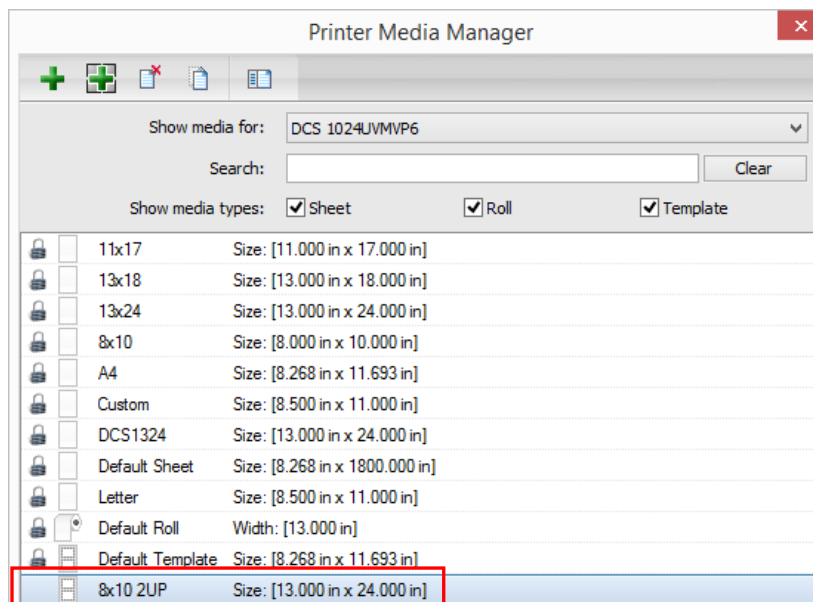


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With our new template completed, we will now select the **Save** icon.



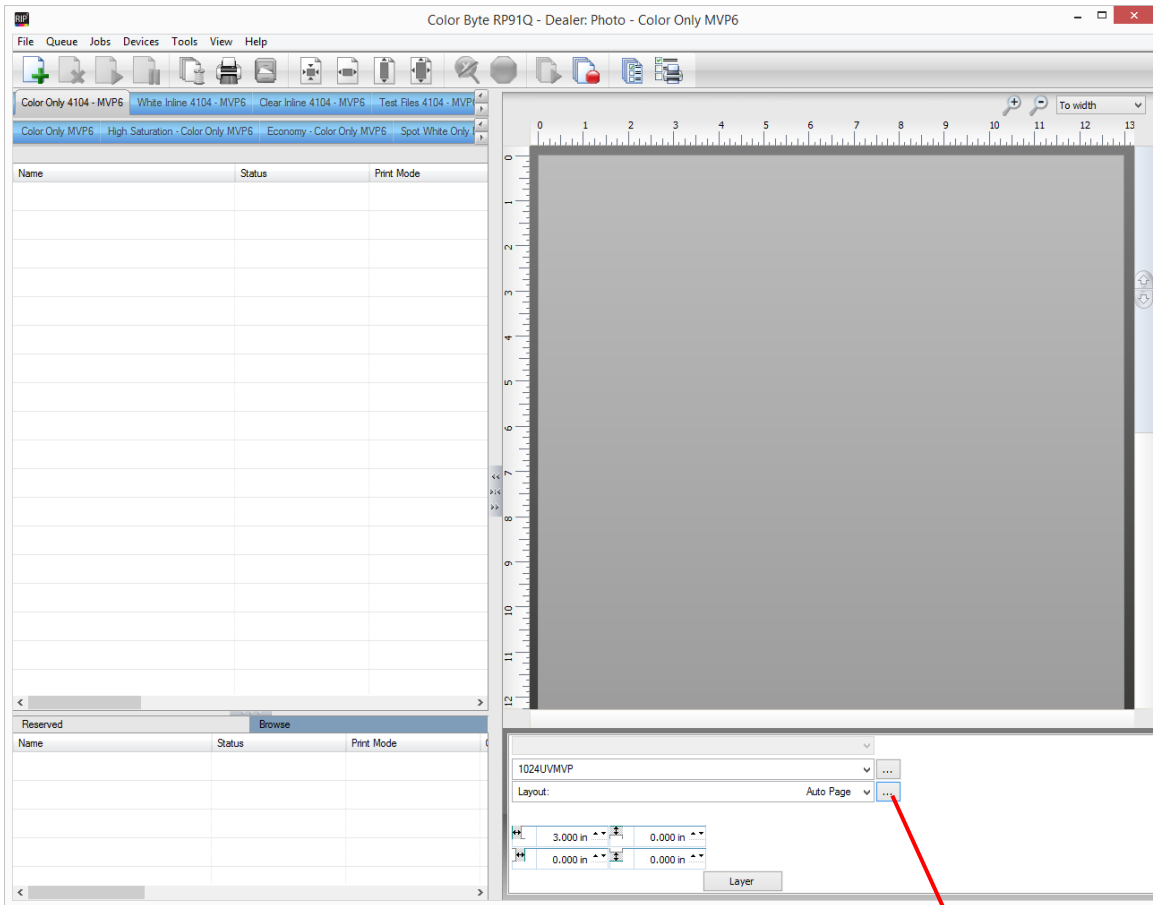
Once saved, we will be brought back to the Printer Media Manager menu. Our newly created template will appear at the bottom of the Printer Media Manager.



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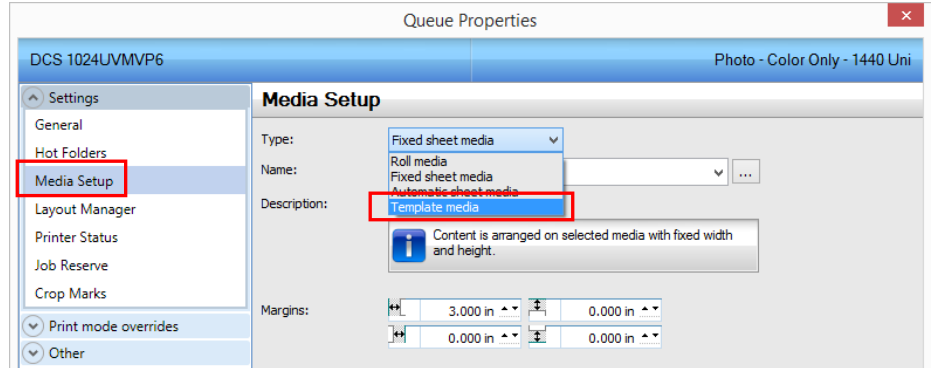
In order to use our new template we must first assign the template to the queue that we intend to print from.

For this example, we will use the Photo Color Only queue. Select the ellipsis next to **Layout**. This will open the **Layout Manager** in the queue properties menu.

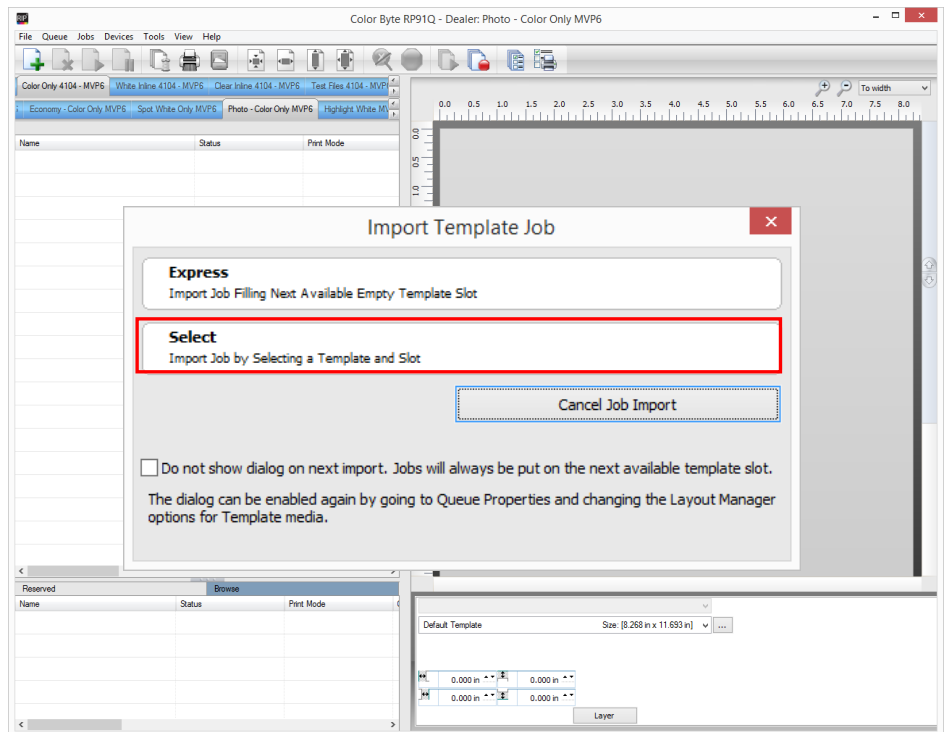


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Navigate to Media Setup and then change **Type** from **Fixed Sheet Media** to **Template Media**. Then select OK.

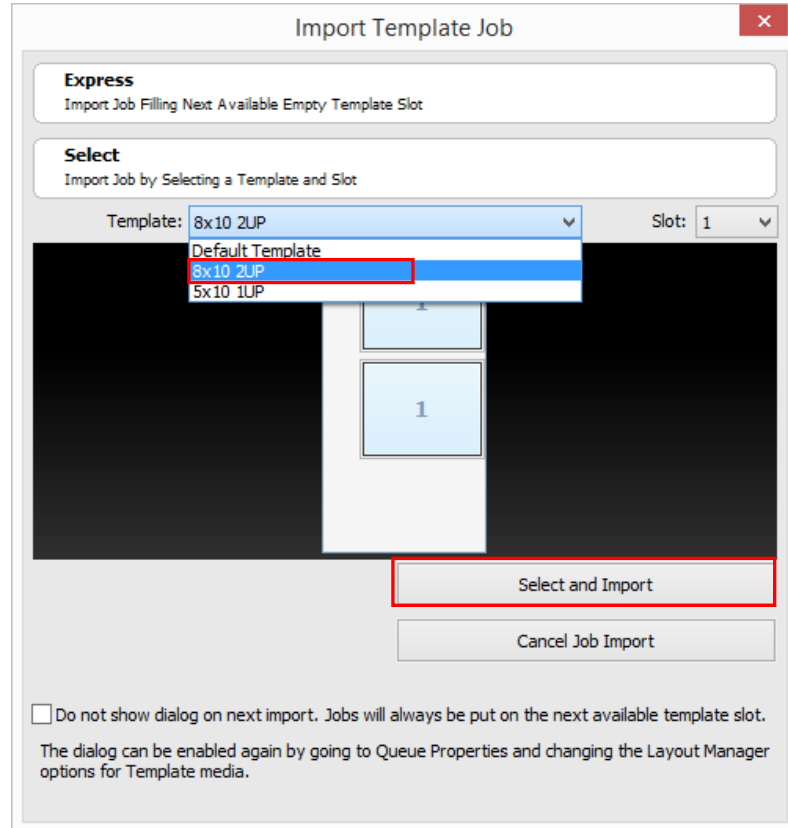


When a job is sent to this queue in the Rip, the **Import Template Job** menu will allow you to select your desired template.



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After choosing **Select**, you can choose the desired template from a dropdown list of others that you may have created. Once you identify the template you would like to use, choose **Select and Import**.



After choosing **Select and Import**, the template will be applied and the job will automatically populate the slots.

