

[New User Version]

Southeastern Updates File Transfer Prepress Portal to Kodak InSite 9.0 *Simplified, Real-Time and Intuitive Interface Improves Overall User Experience*

Southeastern is pleased to announce that we are upgrading our file transfer portal to from Kodak InSite 8.0 to InSite 9.0. We encourage all clients to use InSite for file transfers. Using InSite reduces digital file processing times by providing 24/7 access to communication and job status, minimizes traditional proofing requirements and ultimately decreases costs. In addition, InSite 9.0 features an all-new user interface that delivers a simplified, intuitive and real-time proofing experience customized to each user.

By streamlining the digital file transfer process through InSite, users will experience the following benefits:

- **Landing Page:** We will create a customized landing page with your branding.
- **Desktop Icon:** InSite 9.0 is accessed through a desktop icon that serves as a direct link to your company's job folder. This feature retains your login information for you, saving time overall.
- **Preflighting:** Clients will receive notifications when files have been processed and if files require attention.
- **Job Processing:** Advanced users can process and refine PDF uploads within the InSite browser window.
- **Smart Review:** With Smart Review, the intuitive interface allows multiple users to review all details in one screen. This feature will visually show you exactly how your job will reproduce. Once files are processed, you can review, remark, and/or approve the job without having to click through to other screens. If the file is approved, you can notify your CSR immediately, saving time overall.
- **Reporting:** Job status reports will be generated by the software to prompt you for adjustments, approvals or rejection of processed PDF files.

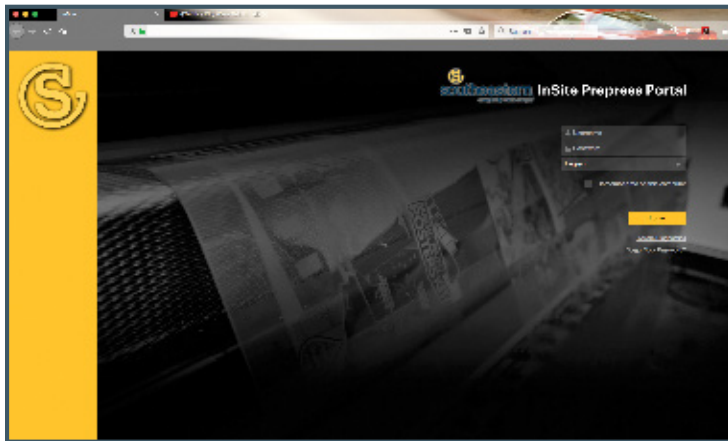
All new clients will receive an email with a link containing your custom login information and instructions to set up your InSite desktop icon. Members of our expert prepress team are available to visit you on site if you'd like a brief demonstration of the software or a tutorial.

Please contact your sales executive for further information or to schedule your demo.

Sincerely,

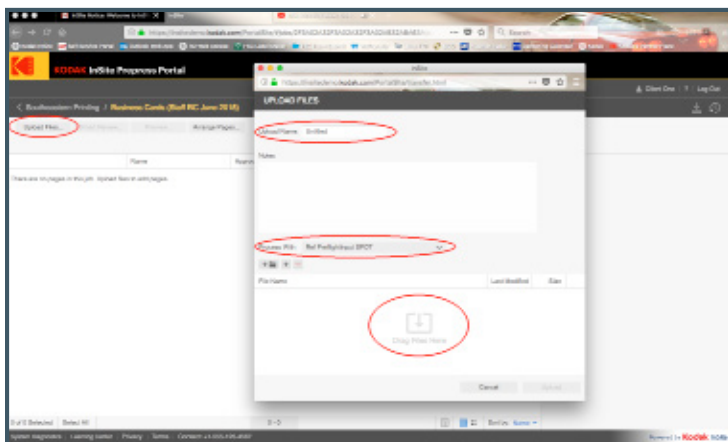
The Southeastern Team

InSite 9.0



Customized Landing Pages

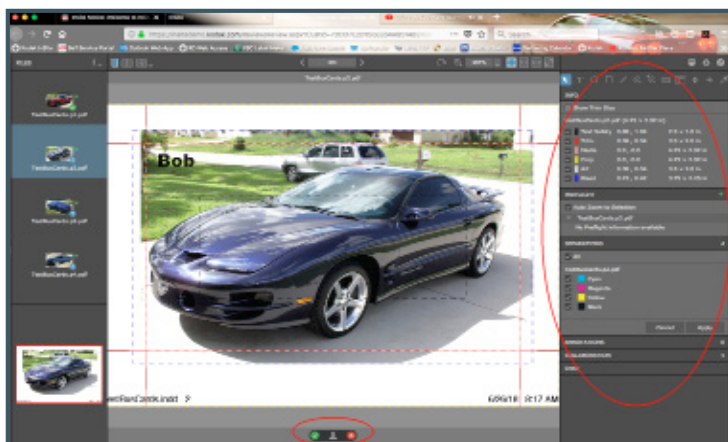
Users will access Southeastern's Prepress Portal through a customized landing page. From here you will upload files to your company's job folder for processing. Your CSR will receive notification of the upload.



Job Processing

Users have the option to process and refine PDF uploads via preset color models from within the browser window. For example, you can choose CMYK or spot color processing and the software will make the color adjustments to the PDF for you.* Simply drag and drop your file into this window. Once finished, click Upload.

** If you are submitting native application files or zipped packages this feature will not apply.*



Smart Review

Once PDF files are processed either by you or our PrePress team, you can preview the job in Smart Review. This feature will visually show you exactly how your job will reproduce with trim and bleed marks. Additionally, if the PDF contains errors such as low res or RGB images, this is your opportunity to notify your CSR right from the browser and upload new files. If the file is ok as is, you are able to select Approve, saving time overall.

Recommended Naming Convention

Submit files named in the following manner for ease of identification. Names should be 16 characters excluding symbols and hyphens. Names can contain letters, numbers and underscores. **Example:** Client_Job Name_Description.pdf



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InSite 9.0

Dear Valued Client,

Southeastern is encouraging all clients to use InSite for future file transfers instead of using alternative file transfer methods such as WeTransfer or email. In addition to streamlining communication, InSite provides a simplified, intuitive and real-time proofing experience while minimizing errors, removing unexpected costs and increasing customer satisfaction. Using InSite reduces digital file processing times by providing 24/7 access to communication and job status, minimizing traditional proofing requirements and ultimately decreasing costs.

Why Use InSite:

- **Saves Time:** InSite's simple user interface makes the file upload process and real-time proofing and approval experience intuitive, saving time. Your client service representative (CSR) is automatically notified of file approvals, moving your job into production more quickly. Clients can upload and approve jobs after hours.
- **Improves Communication:** Once files are uploaded, InSite will process your PDFs and generate a message to you and your CSR notifying you of approval status and streamlining the overall process. This eliminates the need for any back and forth emails.
- **Eliminates Errors:** InSite will flag any file errors and notify you and your CSR by email, saving proofing time and preventing the potential expense of finding an error on a hard proof.
- **It's Customizable:** Experienced users can create enhanced file preview preferences to customize capability functions, resulting in easy approvals of page sets, signatures and individual versions.

What Our Clients are Saying:

"We have been using Kodak InSite to auto process our PDFs for years and consider ourselves advanced users. We find that it is intuitive and easy to navigate. One of our favorite features is separating layers to see the die layers and CMYK breakdown. The program streamlines the approval and communication process with our customer service representative. And if we need to share the processed file, we can download a PDF or JPEG."

—Lloyd Knighton, Atlas

Let's Get Started!

All clients will receive an email with a link containing your custom login information and instructions to set up InSite. If needed, a member of our expert prepress team will visit you on site to demonstrate some of the features listed above.

Please contact your sales executive for further information or to schedule your demo.

Sincerely,

The Southeastern Team



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