

INSITE PRE-CHECKLIST

Welcome to the CW Communications Group InSite soft proofing workflow powered by Kodak InSite. Before your initial demo or visit to InSite, please take a few moments to check your Macintosh or PC computer for full compatibility. There's no special plug-ins or tools you need to download to use InSite, just a compatible browser and a high-speed Internet connection. The system will take care of the rest.

Browse to the InSite login page and click on the System Diagnostics link.

This will run a series of tests to make sure your operating system, browser and version of java are up-to-date. Pay close attention to the **Java** area of the report. Problem areas will be highlighted in **red**. This tool will also check your firewall for any connection issues. At the bottom of the analysis window there is a "click here to test your connection speed" link to check your upload and download speeds from our servers. This can also be helpful in diagnosing possible issues. If you find issues, you may need to get your IT staff involved to troubleshoot your computer.

The image shows a screenshot of the InSite login page and a diagram of the soft proofing workflow. The login page features the CW Communications Group logo at the top, followed by input fields for Username, Password, and Language (set to English). There is a Login button and links for System Diagnostics and Forgot Your Password? Below the login page is a diagram titled "InSite Soft Proofing System" showing a flow from a CS3 ID (Creative Suite 3) icon to a PDF icon, and then to a computer monitor displaying a soft proofing interface. The CW Communications Group logo is also present at the bottom of the diagram.

Once you pass all these checks you are ready to log into InSite. You should already have your username and password sent in another email, if you do not, please feel free to contact your local Customer InSite Administrator or your Technical Service Representative for more help.