

Using the Link to Queue Feature

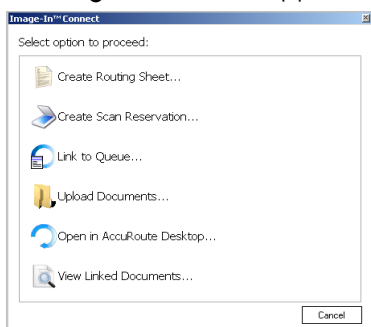
The **Link to Queue** feature allows the user to apply metadata from the external application to a job listed in the **External Applications** folder of the **Image-In™ Queue** application.

When the user selects the “Link to Queue” option in Image-In Connect, the Omtool Workflow Integration Application page opens listing all jobs in the External Applications folder. The user can select a job, preview the associated document and click OK to apply metadata from the external application to the job.

To use the Link to Queue feature:

- 1 In the external application, click the Image-In Connect icon in the title bar.

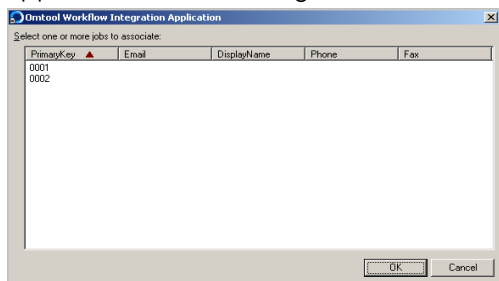
The **Image-In Connect** application opens.



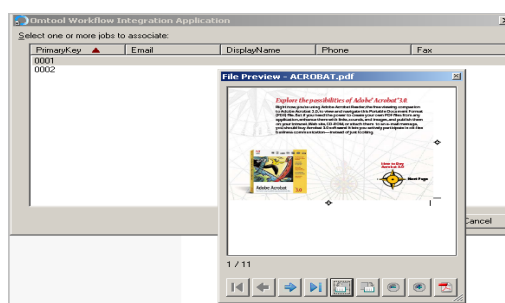
► Depending on your Image-In Connect configuration, you will see all or just a few of the options listed here.

- 2 Choose the **LINK TO QUEUE** option.

The **Omtool Workflow Integration Application** page opens listing jobs in the External Application folder of Image-In Queue.

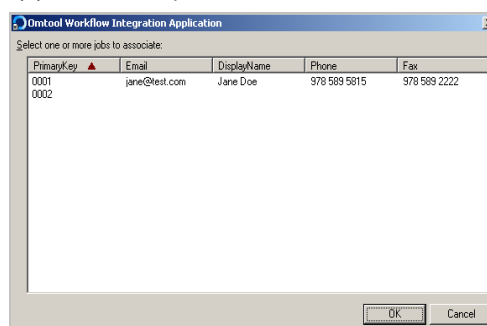


- 3 Select a job for processing. A preview of the associated document opens.



- 4 Verify the correct document is attached.
- 5 Close the preview and click **OK**.

The metadata from the external application is applied to the job.



- 6 Click **OK** to close the Omtool Workflow Integration Application page.