



## Associated Files

[How Associated Files Work](#)

[Using Associated Files](#)

Step 1

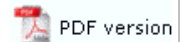
Step 2

Step 3

In Queues Properties

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## Using Associated Files in FTSpooler Queues Properties



Associated file variables defined on forms are optionally available in queues tabs **Email**, **Fax**, and **File**.

To use associated file values, place square brackets "[" and "]" around the associated file entry name, e.g. [inv-name].

[More information on Associated File Entry 3 Steps](#)

### Configure Associated File Variables in Queues Properties

The following fields in Queues Properties accept Associated File Variables:

- **Email** tab, **Title**, **Subject line**, and **Body**.
- **Fax** tab, **Cover page name**, **Subject line**, and **Body**.
- **File** tab, **File title**.

The two following examples are provided to help you understand how to use associated file variables in queues properties.

In this example "[month]" in the **Subject line** inserts the associated file variable **value** for the name **month** (i.e. there is an Associated File line of the form "month=July"). The recipient will see subject as "March Statement" or "April Statement", depending on the associated file value.

The **File title** field in **File** tab accepts Associated File variables for both folder structure as well as document name in either direct or [name] form. These are examples:

"F:\TCG\Sales\[salesperson]\[customer]\Dr[Invoice].pdf"

where the Associated File contained "salesperson=John-1001", "customer=FormTrap Systems" and "invoice=32245" giving this as the file name:

"F:\TCG\Sales\John-1001\FormTrap Systems\Dr32245.pdf"

"F:\TCG\Sales\[full path]"

where the Associated File contains "full path=Amy-1002\Widgit Brokers\Dr32250" giving the result:

"F:\TCG\Sales\Amy-1002\Widgit Brokers\Dr32250"

The screenshot shows the 'File' tab of the 'FTSpooler Queues Properties' dialog box. The 'Destination folder' is set to 'F:\TCG\'. Below this, there is explanatory text about using environment variables in the path, with examples like '%fthome%\output files' and 'c:\formtrap\output files'. The 'File title (optional, defaults to identifier)' field contains '[department]\[customer-name]-[customer-id]\[invoice-id]'. Further text explains that associated file variables can be used in the title to define directory structure, with an example: '[department]\[customer-name]-[customer-id]\[invoice-id] invoice'. Under 'Standard files', three checkboxes are present: 'Output file', 'Associated file (af)', and 'Input file (txt)', all of which are currently unchecked. A section titled 'Output filters (additional files)' shows 'Currently defined:' as 'PS2PDF' with an 'Add / Remove...' button below it. At the bottom of the dialog are 'Apply', 'Restore', and 'Help' buttons.

General Processing Filters Print Email Fax File Applications

Destination folder:  
F:\TCG\

You can use environment variables in the path, examples:  
%fthome%\output files  
c:\formtrap\output files

File title (optional, defaults to identifier):  
[department]\[customer-name]-[customer-id]\[invoice-id]

You can use associated file variables in the title, as well as defining directory structure, examples:  
[department]\[customer-name]-[customer-id]\[invoice-id] invoice

Standard files:  
☐ Output file  
☐ Associated file (af)  
☐ Input file (txt)

Output filters (additional files)  
Currently defined:  
PS2PDF  
Add / Remove...

Apply Restore Help

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