



**PITSTOP
PRO²⁶**

PitStop Resource Syncing

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2. Sharing resources through the Enfocus Cloud

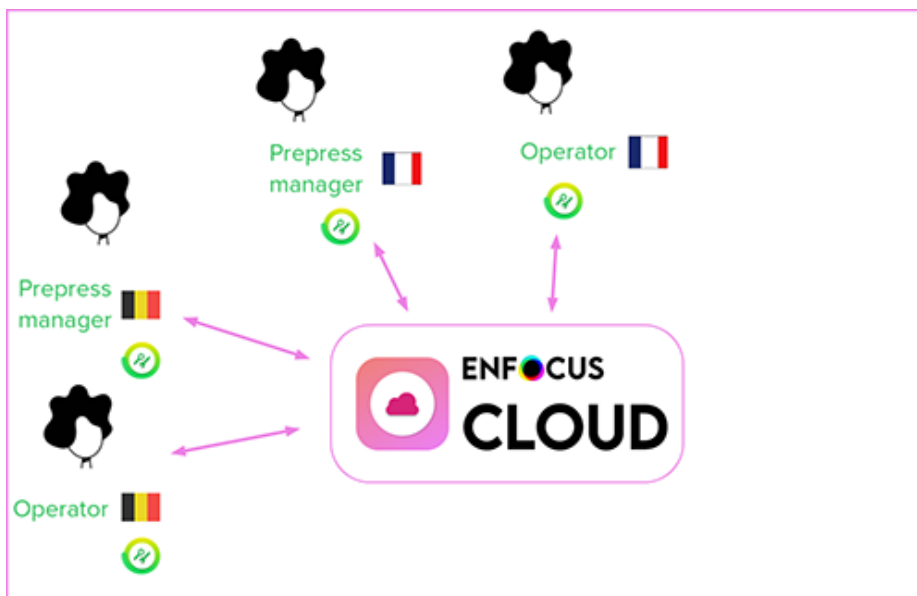
Resource syncing

It is possible to manage resources (Action Lists, Preflight Profiles etc.) centrally and share them through the Enfocus Cloud, so that all people in the company (regardless of their location) have access to the same resources. Whenever a resource is added, updated, or removed, it is synced to the Enfocus Cloud and instantly made available to all other users (registered in the Cloud). No need to import or export files, no risk of using old or faulty versions; all (registered) PitStop users always have the right version at hand. And even when a computer breaks down, no worries, all Cloud resources are saved in the Cloud.



Note:

- This feature is only available to users with a valid PitStop Pro subscription.
- PitStop Pro 25 (or later) supports 5 types of Cloud resources: Action Lists, Preflight Profiles, QuickRuns, Variable Sets and Colors (in the Color Picker); Global Changes will come in future releases.
- Action Lists and Preflight Profiles can also be shared with the PitStop Server Configurators in Switch. In that case, be aware that if you change a resource in PitStop Pro or PitStop Server, this immediately affects the Switch flows in which that resource is used.

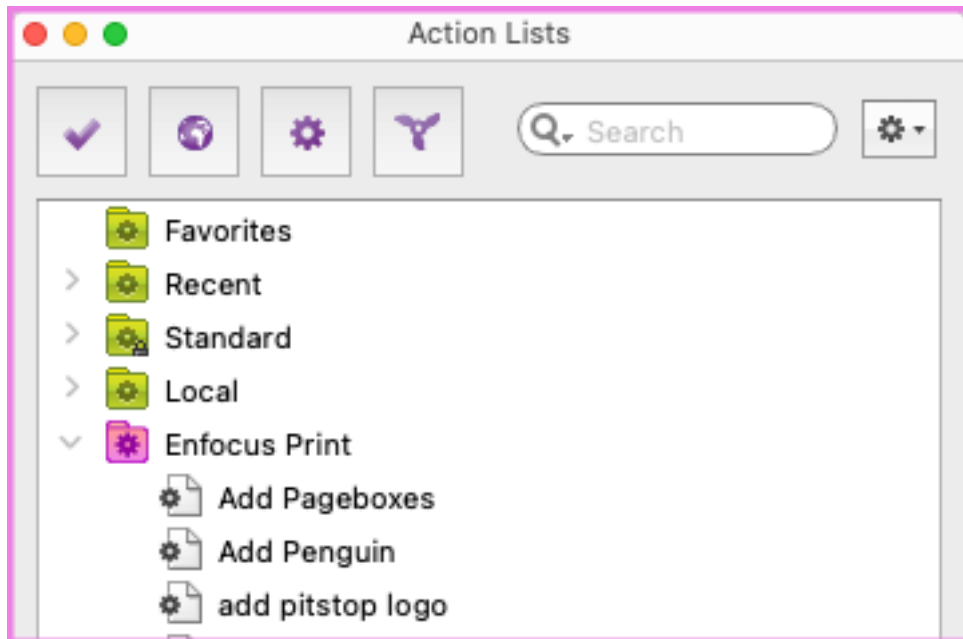


How it works

The buyer of a PitStop Pro subscription automatically gets access to an **Enfocus Cloud Admin Area** (with 1 GB data storage shared for all users) where users and user groups are managed. All users that should have access to the shared resources must be registered with their Enfocus ID, and added to a user group that determines the permissions they have; for example, the PitStop

Librarians user group has full read/write access, whereas the ReadOnly user group only has read access.

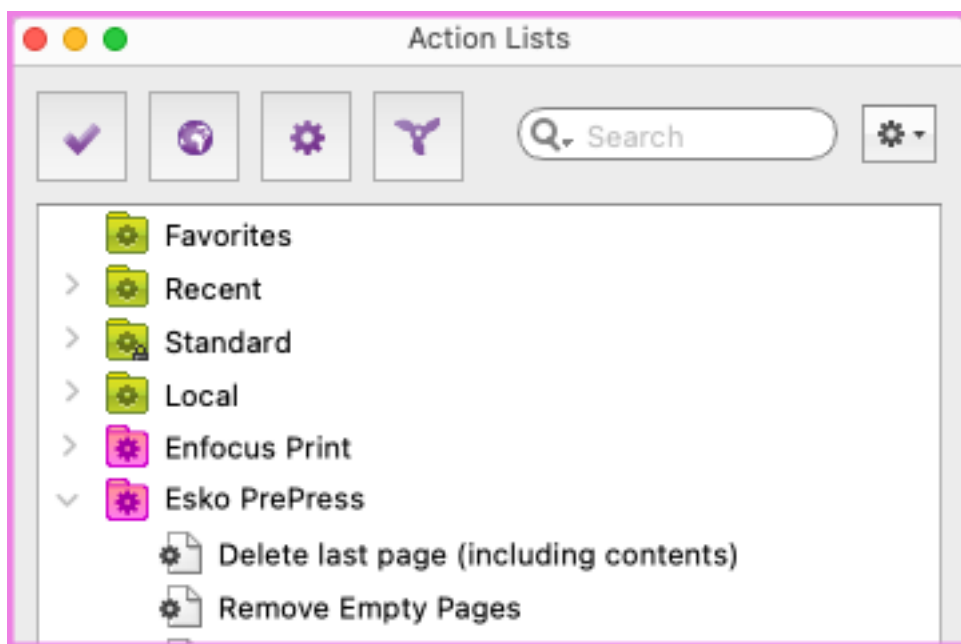
Once the users are set up, registered users wanting to make use of this new feature must in PitStop sign into the Enfocus Cloud. From that moment on, they will find an extra Cloud database in their Preset Manager. This new database can be recognized by the pink icon and by its name, the name of the company.



Depending on their access rights, PitStop users will or will not be able to add, edit, duplicate, remove... resources.

Resources from multiple companies

Users belonging to multiple companies (for example, a subsidiary and a parent company) will have access to the Cloud resources of each of these companies, if they are added to each of the companies' Cloud accounts. Hence, in PitStop they will find multiple Cloud databases, one for each company.



Access to the Cloud

Note that port 9002 should be available on the computer that runs PitStop Pro.

Firewall settings:

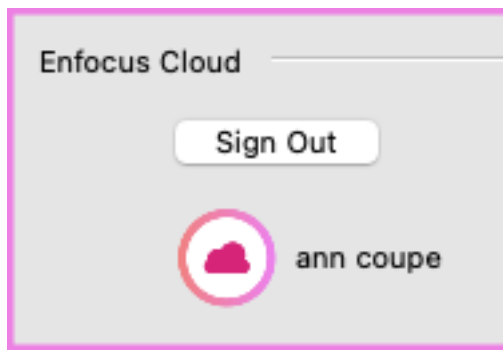
- *.enfocus.cloud and *.esko.cloud should be whitelisted.
- Communication using port 443 should be allowed.

2.1. Signing into the Enfocus Cloud

In order to see and use resources shared through the Enfocus Cloud, you need to sign into the Cloud. You can do so via the PitStop Preferences or via the PitStop Pro Help menu.

Proceed as follows:

1. To sign in via the PitStop Pro preferences:
 - a. Choose **Edit > Preferences** (Windows) or **Acrobat > Settings** (Mac) and click **Enfocus PitStop Server**.
 - b. Click the **Connections** category.
 - c. At the bottom, in the *Enfocus Cloud* section, click **Sign in**.
 - d. Enter your Enfocus ID and password.
 - e. Click **Sign In**.



When signed in correctly, your name is displayed.

2. To sign in via the PitStop Pro Help menu:
 - a. Open the help menu:
 - (Classic Acrobat UI): **Help > Plug-In Help > Enfocus PitStop Pro Help > > Enfocus Cloud > Sign in.**
 - (New Acrobat UI): **Plugins > For getting help > > Plug-In Help > Enfocus PitStop Pro Help > > Enfocus Cloud > Sign in.**

The **Sign in** option changes into **Sign out**.

Once you've clicked a PitStop Pro menu item or tool, you will see an extra menu option below **Sign out: Enfocus Cloud Admin > <your company name>**. If you're a Cloud administrator yourself, you can click your company name to open the Enfocus Cloud Admin Area to [manage users and user groups](#).



Note:

- If you see another company name in this menu, you're probably added by another Cloud Administrator. Depending on the given permissions you will be able to view and/or change items in that user's Global Admin Area.
- It's not possible to be signed in on different devices at the same time. If you want to use your Cloud account on a second device, you need to sign out from the Cloud first on the first device, and after that sign in again on the other device.

The Cloud database(s) you have access to will become visible in PitStop in the Preset Manager. When you're signing in as the first user of your company, this can take a while (up to one minute), because in the background, all Cloud accounts for your company are set up (= the buyer's Cloud account and the accounts of the users to whom a subscription was assigned).



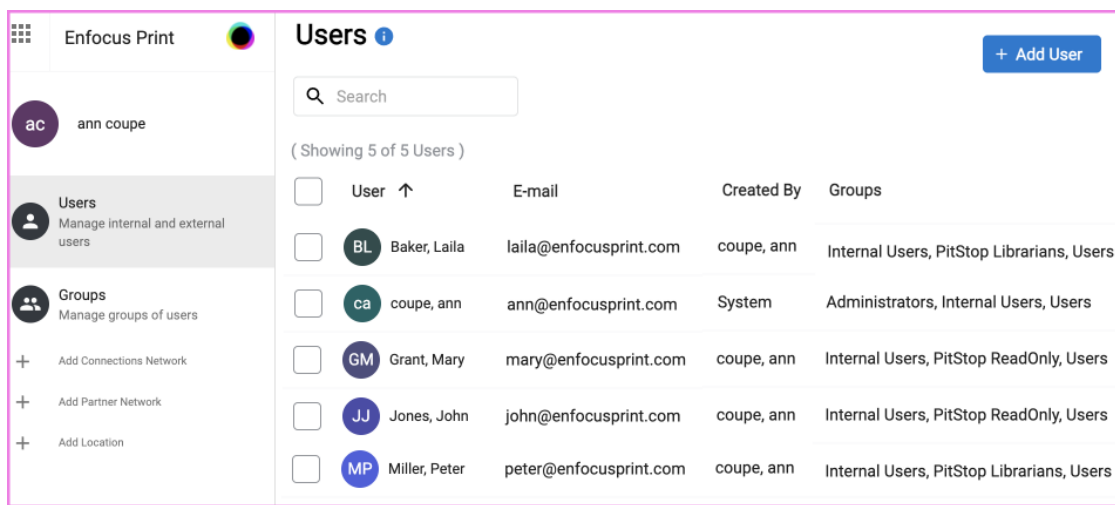
Note: If you don't see the Cloud database, especially in the Variable Sets dialog (accessible through the Preferences), please click one of the PitStop menu items or tools to force a PitStop license check.

2.2. Managing users and permissions (Cloud Admins only)

The Enfocus Cloud Admin Area

This Cloud space is accessible through the **Help** menu in PitStop Pro. See [Signing into the Cloud Admin Area](#) on page 9.

It is meant for **Enfocus Cloud Administrators** (= people who bought the PitStop subscriptions for their company) to manage users and user groups. Other users (= people who got a subscription from the buyer) do have view access, but they cannot make any changes.



The Enfocus Cloud Admin Area contains two important sections:

- **Users:** This section lists the users that are able to access the company's resources. They are registered with their Enfocus ID.
- **Groups:** This section lists the user groups. Each group has certain permissions, assigned to all users belonging to that group. For PitStop, only the Administrators group and the groups of which the name starts with 'PitStop' are relevant.

User group	Permissions
Administrators	User management & read/write access to all Cloud resources.
PitStop Librarians	Read/write access: group members can add, edit, duplicate and remove Cloud resources. These changes are synchronized to the Cloud and shared with all users registered in the Cloud.
PitStop ReadOnly	Read-only access: group members can only use resources, for example run Action Lists but not edit them.  Note: Read-only users cannot edit resources in the Cloud, but they can create a local copy (= save it to the Local database) and change that one. However, local copies are not synchronized to the Cloud.

User group	Permissions
PitStop Users	Full access limited to own resources: group members can create and fully edit their own resources, but they have read-only access to other users' resources. This group is not yet supported in PitStop.

Note that the 'Home' section lists info about your Cloud account details. The 'Equipment' section is not relevant for PitStop Pro, only for PitStop Server. See [Setting up resource syncing for PitStop Server](#) on page 12.

How to proceed

The users are set up automatically. The buyer of the subscriptions is added to the Administrators group, whereas the users who get a subscription assigned (through the buyer's My Enfocus) are by default added to the PitStop ReadOnly group. Users that should have full read/write access should be moved manually to the PitStop Librarians group.

As an Enfocus Cloud Administrator, you can register extra users if you wish and add them to the relevant group. Note that you don't have to wait for them to have an active PitStop Pro subscription; you can add users upfront, so that they only have to sign into the Cloud once they have their PitStop Pro subscription.

Once the users are set up as required, you can create or upload resources to the Enfocus Cloud (= in the Enfocus Cloud database) using PitStop like you are used to. All registered users will see these resources in the Cloud database in their Presets Manager and they will be able to run and/or edit them, based on the permissions of the group they belong to.

Multiple Cloud databases?

It's possible to have access to more than one Cloud database (that is, databases belonging to different companies). That is the case if a user is registered in the Enfocus Cloud by more than one Enfocus Cloud Administrator.

2.2.1. Signing into the Cloud Admin Area

The Cloud Admin Area is the Cloud space where Enfocus Cloud Administrators (= users who bought a PitStop subscription for their company) can manage users that should have access to resources in the Cloud.

To access the Cloud Admin Area, proceed as follows:

In PitStop, select:

- (Classic Acrobat UI): **Help > Plug-In Help > Enfocus PitStop Pro Help > Enfocus Cloud > Enfocus Cloud Admin > <your company>**.
- (New Acrobat UI): **Plugins > For getting help > Plug-In Help > Enfocus PitStop Pro Help > Enfocus Cloud > Enfocus Cloud Admin > <your company>**.



Note:

- The name of the company is taken from your My Enfocus account (Personal details - Invoice details).

- If you see another company name in this menu, you're probably added by another Cloud Administrator. Depending on the given permissions you will be able to view and/or change items in that user's Global Admin Area.
- **It's very important that a country is set in your billing info on MyEnfocus to get Resource Syncing to work.** The country of your company (as shown in the Invoice details of your My Enfocus account) determines if your account belongs to the European or the American Enfocus Cloud cluster. In PitStop 24 it's not yet possible to have access to two different clusters at the same time; you will only see either the European or the American Cloud databases in your PitStop.

You now have access to the Cloud Admin Area of your company.

2.2.2. Adding a user to the Enfocus Cloud

A user must be registered in the Enfocus Cloud to be able to use and/or edit shared resources. This can only be done by an Enfocus Cloud Administrator.

To add a user, proceed as follows:

1. In the Cloud Admin Area, in the navigation sidebar on the left, click **Users**.
2. In the top right corner of the page, click the blue **Add User** button.
If the **Add User** button is not available, first select one of the users in the overview.
3. Enter the e-mail address, the first name and the last name of the user you want to add.
The other fields are optional.



Note: The e-mail address must be the Enfocus ID that the user will use to sign into PitStop.

4. Click **Add User**.

The new user is added to the list of users. As you can see in the overview, new users automatically belong to the group of Internal Users and the group of Users. Membership of these groups does not come with any permissions.

You must now [add the user to the appropriate user group](#), to grant the user the required permissions.

2.2.3. Adding a user to a user group

The user groups determine the user permissions. For example, all users belonging to the ReadOnly user group will have read-only access to the resources in the Cloud.

To add a user to a user group, proceed as follows:

1. In the Cloud Admin Area, in the sidebar on the left, click **Groups**.
2. Click the group you want the user to add to:

User group	Permissions
Administrators	User management & read/write access to all Cloud resources.

User group	Permissions
PitStop Librarians	Read/write access: group members can add, edit, duplicate and remove Cloud resources. These changes are synchronized to the Cloud and shared with all users registered in the Cloud.
PitStop ReadOnly	Read-only access: group members can only use resources, for example run Action Lists but not edit them.  Note: Read-only users cannot edit resources in the Cloud, but they can create a local copy (= save it to the Local database) and change that one. However, local copies are not synchronized to the Cloud.
PitStop Users	Full access limited to own resources: group members can create and fully edit their own resources, but they have read-only access to other users' resources. This group is not yet supported in PitStop.



Note: There are more groups in the overview, but only the Administrators group and the groups of which the name starts with 'PitStop' are relevant for PitStop.

3. In the sidebar on the right, in the *Group Members* section, click the blue **Add Member** button.
4. Select the user you want to add to the group.
5. Click **Add to Group**.

The user will now have a Cloud database (named after the company) in the Preset Manager in PitStop. In case of read-only access, the database and each of the resources in that database will have a lock icon.



Note: If the user does not see the Cloud database in the Preset Manager in PitStop, we recommend restarting Acrobat.

2.2.4. Changing user permissions

As an Enfocus Cloud Administrator you can remove users from the Enfocus Cloud if they don't need access anymore, and/or remove them from a user group as required.

2.2.4.1. Deleting a user from the Enfocus Cloud

If a user should no longer have the permission to use Cloud resources (for example a user who left the company), you should delete this user from the Enfocus Cloud. This can only be done by an Enfocus Cloud Administrator.

To delete a user, proceed as follows:

1. In the Cloud Admin Area, in the navigation sidebar on the left, click **Users**.
2. Click the checkbox of the user you want to remove.

The checkbox turns blue and a checkmark is displayed.

3. In the top right corner, click the blue **Delete Users** button.
4. To confirm your choice, click **Delete**.

The user is removed from the overview and will no longer be able to see the Cloud databases and Cloud resources in PitStop.

2.2.4.2. Deleting a user from a group

If a user should no longer have the permissions linked to a certain user group, you should remove this user from the Enfocus Cloud. This can only be done by an Enfocus Cloud Administrator.

To remove a user from a group, proceed as follows:

1. In the Cloud Admin Area, in the navigation sidebar on the left, click **Group**.
2. Click the group of which you want to remove a member.
The checkbox turns blue and a checkmark is displayed.
3. In the bottom right corner, in the *Group Members* section, select the user and click **Remove Member**.

The user is removed from the group. You can add the user to a different group if applicable. See [Adding a user to a user group](#) on page 10.

2.2.5. Setting up resource syncing for PitStop Server

If you also want to share your resources through PitStop Server, you need to generate an Enfocus Cloud Connection Token. This token needs to be entered in the properties of the PitStop Server Configurator.

An Enfocus Cloud Connection Token is linked to an equipment (think of it as a connection), therefore you must add an equipment to your Enfocus Cloud account and assign this equipment to a user group.



Note:

- Resource syncing in PitStop Server requires a PitStop Server subscription.
 - Resource syncing is only available through the PitStop Server Configurators in Switch. It's not available in the stand-alone version of PitStop Server, nor in the PitStop CLI version.
 - Currently, only Action Lists and Preflight Profiles can be shared with PitStop Server.
-

Are you a PitStop Server subscriber but not a PitStop Pro user?

No problem! You need PitStop Pro to [access the Cloud Admin Area](#) and to set up resource syncing in PitStop Server. If PitStop Pro is not yet installed, please install it first (this can be on a different machine than the one running Switch) and activate a trial. Note, however, that the

trial does not provide access to the resource syncing feature in PitStop Pro itself; this requires a PitStop Pro subscription. For more info, refer to the [PitStop Pro QuickStart Guide](#) on our website.

2.2.5.1. Adding an equipment to the Cloud

In order to obtain an Enfocus Cloud Connection Token (which needs to be entered in the properties of the PitStop Server Configurator), you must add an equipment to your Enfocus Cloud account.

Proceed as follows:

1. In the Cloud Admin Area, in the navigation sidebar on the left, to open the Equipment page, do one of the following:
 - Below the bar, click **Equipment** (this option becomes available if you have opened this page once).
 - Above the bar, click **Settings** and then, in the Access group, click **Equipment**.

2. On the Equipment page, in the top right corner of the page, click the blue **Add Equipment** button.

If the **Add Equipment** button is not available, you're probably not an Enfocus Cloud Administrator. The person who bought your PitStop Server subscription is by default the Administrator, but this can be changed. For more information, refer to [Changing user permissions](#) on page 11.

3. Enter the equipment type; select **Other**.

4. Enter the equipment name.

Only 7 characters are allowed. Following characters are not allowed: space/tab @ / \ < > () [] , ; : .

The other fields are optional.

5. Click **Add**.

A dialog appears containing the token you need for the PitStop Server Configurators.

6. Click **Copy to Clipboard**.

Paste the token into the Enfocus Cloud Connection property of the PitStop Server Configurator in Switch or keep it somewhere safe. Note that you can use the same token in multiple instances of the PitStop Server Configurator.

7. To close this dialog, click **OK**.

The new equipment is added to the list of equipments.



Note: If you've lost your token, you can generate a new one via the equipment details without creating a new equipment. However, this will invalidate the previous token. As a consequence, you won't be able to use Cloud Resources in the PitStop Server Configurator instances where this invalidated token was used.

You must now [assign the equipment to a user group](#) to grant the required permissions to the users using the token.

2.2.5.2. Adding equipment to a user group

By adding an equipment to a user group, you determine whether or not the Cloud resources shared with PitStop Server can be edited or not through PitStop Server. For example, if an equipment is part of the PitStop ReadOnly user group, then the Cloud resources can only be viewed and used in PitStop Server, not changed.

To add equipment to a user group, proceed as follows:

1. In the Cloud Admin Area, in the sidebar on the left, click **Groups**.
2. Click the group to which you want to assign the equipment:

User group	Permissions
Administrators	User management & read/write access to all Cloud resources.
PitStop Librarians	Read/write access: group members can add, edit, duplicate and remove Cloud resources. These changes are synchronized to the Cloud and shared with all users registered in the Cloud.  Important: If an equipment is assigned to this group, the Cloud resources can be edited in PitStop Server. Changes are applied immediately to all copies of the edited resource, so this can also affect other Switch flows using the resource concerned. This is also the case if Cloud resources are edited in PitStop Pro.
PitStop ReadOnly	Read-only access: group members can only use resources, for example run Action Lists but not edit them.  Note: Read-only users cannot edit resources in the Cloud, but they can create a local copy (= save it to the Local database) and change that one. However, local copies are not synchronized to the Cloud.
PitStop Users	Full access limited to own resources: group members can create and fully edit their own resources, but they have read-only access to other users' resources. This group is not yet supported in PitStop.



Note: There are more groups in the overview, but only the Administrators group and the groups of which the name starts with 'PitStop' are relevant for PitStop.

3. In the sidebar on the right, in the *Group Members* section at the bottom, click the blue **Add Member** button.
4. Select the equipment you want to add to the group.

5. Click **Add to Group**.

The users using the equipment will now have a Cloud database (named after the company) when they select a Preflight Profile or Action List through the PitStop Server Configurator. In case of read-only access, the database and each of the resources in that database will have a lock icon.

2.3. Sharing Cloud resources

If you're an Enfocus Cloud Administrator, your resources are shared automatically with all users added to the PitStop groups in the Enfocus Cloud Admin Area. If you set up resource syncing for PitStop Server, your resources will also be shared with the PitStop Server Configurators for which you have an active Enfocus Cloud Token.

Depending on their permissions the users of these user groups will be able to just use a resource (e.g. run an Action List) or to have full control over it (e.g. duplicate, rename, edit, ... an Action List). Remember that users belonging to the ReadOnly user group can still create a local copy of the resource. If you don't want users to do that, you can protect the resource with a password as usual (see [Locking an Action List](#) or [Locking a Preflight Profile with a password](#)).

Note that all changes to the resources (either by you or by a user with read/write rights) are synchronized automatically, so all users will have the same resources at all times. This is also the case for PitStop Server instances.

For more information about running, adding, editing, and removing resources, refer to [Managing Presets](#).

2.4. Using Cloud resources

Once you're signed into the Enfocus Cloud, you can use the resources in the Cloud database(s) in the same way as the other databases (e.g. Local, Standard,...).

Depending on your permissions you will be able to just run and/or edit them.

If you have **write access**, you should be aware that all changes are synchronized automatically to all users. For example, if you remove a Preset, it will be removed from the Cloud database, hence also become unavailable for other users in your organization.



Note: In case different people with write access would make changes to the same resource, the last saved version will apply. In future versions we'll introduce a lock mechanism to prevent resources from being edited by two people at the same time.

If you have **read-only access**, the resources (and the database) are marked with a lock icon. You can only run them, and not edit them, unless you save them locally. This is also the case for resources in the Standard database.

For more information, refer to [Managing Presets](#).



Note: The context menu contains a new menu item: **Download from Enfocus Cloud**. Click this option to force PitStop to synchronize the resources instantly.

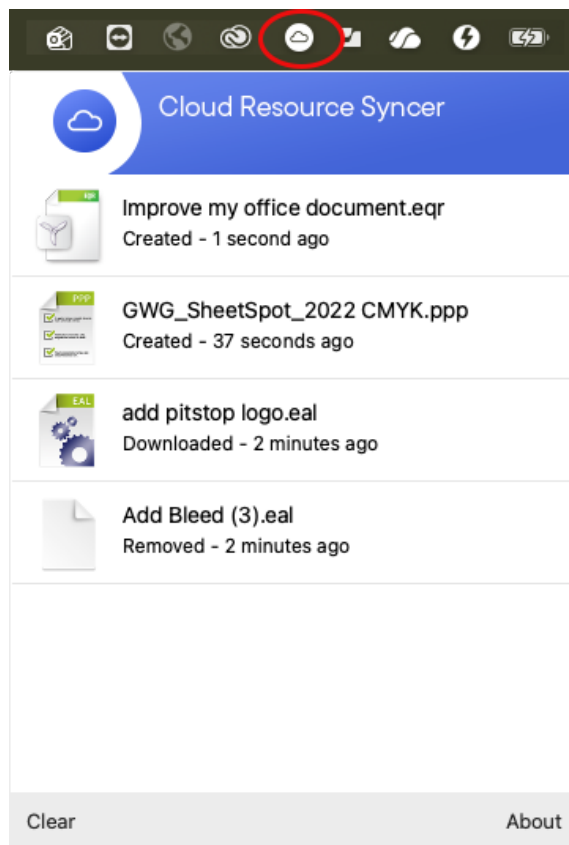
2.5. The Cloud Resource Syncer

The Cloud Resource Syncer synchronizes resources between your local system and the Enfocus Cloud. This process runs in the background, but you can check which resources have been added, removed, or downloaded recently if you wish.

To open the Cloud Resource Syncer interface, click the cloud icon in the menu bar at the top of your screen.



Note: Enfocus is part of Esko. This is why the About panel refers to it as the 'Esko Cloud Resource Syncer'.



The Cloud Resource Syncer is available in English, German, Spanish, French, Italian, Dutch, Japanese, Simplified Chinese, Traditional Chinese, Korean, Polish and Brazilian Portuguese.