

Output Cost Management Solutions

Business Information Solutions

RICOH
imagine. change.



The saying “You can’t manage what you can’t measure” is highly applicable to print costs. Though often overlooked, output devices, ink, paper and energy can drive up back-office costs. Ricoh has fine-tuned a methodology for measuring end-to-end output costs and offers a suite of tools for helping organizations improve device utilization.

Across sectors, organizations are seeking new ways to trim back-office costs without compromising service quality or customer satisfaction. Print costs represent an area ripe for more thorough measurement and more effective management.

Ricoh’s Output Cost Management Solution spans a variety of flexible offerings for guiding users to optimal resources. By helping employees choose the right device and settings for each print job, Ricoh enables organizations to optimize print volumes, quality and costs.

Every Output Cost Management engagement begins with an assessment designed to capture fleet volumes, user-to-device ratios, print workflows and common applications. With these insights, Ricoh works with an organization to implement tools for routing print jobs, controlling access and reducing waste, allocating and charging back output costs and centralizing reporting and management of the output environment.



Output Cost Management Solutions

Measure and manage output costs

Unmanaged output fleets and low visibility into usage results in higher—and often unnecessary—spending on print. Get a firmer handle on actual print costs- with our suite of tools for optimizing usage and change management capabilities to help influence end user behaviour, we can help you better measure and manage output across your organization.

Centralize output management

Large, distributed fleets of printers, copiers and scanners are not uncommon. In many cases, these fleets are managed by individual departments, business units or office locations. We can help implement tools for managing users and devices within a single application making it much faster and easier to analyze usage and costs at the user, departmental and enterprise levels.

Optimize utilization

Our Output Management Solution includes tools to help ensure that print jobs are routed to the most cost-effective output device. Our solution also leverages technology to promote printing on two sides and defaulting to black-and-white output helping drive down costs page by page, day by day as well as tools for authenticating users and printing from a “hold” queue. This approach helps to reduce “wasted print”—the common practice of sending jobs to print but never collecting the output.

Take control of costs

With a firmer handle on the true cost of print, an organization can identify effective ways to trim costs without compromising quality or service. Over time, these solutions support more effective management of print budgets.

In large, complex organizations—or in organizations that rely heavily on print in servicing clients—the ability to assign and recover costs is crucial. Ricoh Output Cost Management Solutions include tools for “locking down” certain device functions and associating permissions to employee ID badges. Additionally, we can help in capturing and charging back print costs by cost center or client.

Output Cost Management Solutions



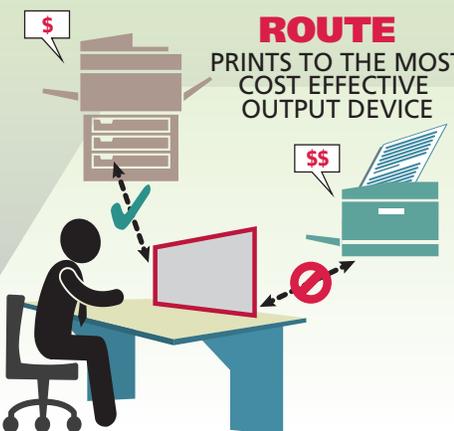
DID YOU KNOW? **51%** OF COMPANIES ARE REDUCING COSTS ASSOCIATED WITH PRINT/COPY/FAX/SCAN INFRASTRUCTURE*

TOP 3 OUTPUT COST-REDUCTION STRATEGIES ARE:
1: ON-LINE FORMS
2: REDUCED DOCUMENT VOLUME
3: SCANNING*

CONTROLLED ACCESS CAN REDUCE PAGE VOLUME BY 10% TO 20%**

*Source: IDC Hardcopy Device Usage: Reducing Costs and Outsourcing In Print/Copy/Fax/Scan Infrastructure (Presentation), Jonathan Bees, Research Director, Hardcopy Device Usage, Angèle Boyd Group VP/GM, Printing/Document Solutions & SMB
**Source: Gartner, Cost-Cutting Initiatives for Office Printing, Published: 19 June 2012 Analyst(s): Sharon McNeen, Ken Weilerstein, Tomoko Mitani

ROUTE PRINTS TO THE MOST COST EFFECTIVE OUTPUT DEVICE



ALLOCATE COSTS BY USE OR DEPARTMENT

COPY/PRINTER

User	Cost Level
USER 1	Low
USER 2	High
USER 3	Medium

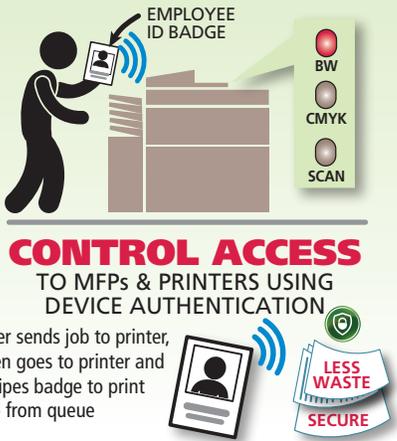
FLEET ASSESSMENT
RICOH can help you understand which devices have higher costs of operation



CONTROL ACCESS TO MFPs & PRINTERS USING DEVICE AUTHENTICATION

EMPLOYEE ID BADGE

USER SENDS JOB TO PRINTER, THEN GOES TO PRINTER AND SWIPES BADGE TO PRINT JOB FROM QUEUE



LESS WASTE
SECURE

