Managing Enterprise Output

Optimise printing and output processes across the entire organisation

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Ricoh's Managing Enterprise Output enables organisations to control what, when and how documents are produced and delivered so that they can optimise output to take advantage of cost and business process improvements.

Achieving greater visibility and control…

Many organisations believe that optimising their printing activity in the office environment addresses most of their document output costs. Few explore other document processes across the business for additional cost savings.

Many organisations utilise a range of printing environments – desktop or multi-functional printer, in-house print room or CRD, data centre and mailroom copying, as well as external print providers.

Often it is the wider enterprise environment, which produces the vast majority of printing. These higher volume and higher value documents are typically uncontrolled and present a greater opportunity for cost savings and business process improvements.

Taking a holistic approach across the organisation brings greater visibility and cost control of how documents are generated, produced and distributed.

New financial, efficiency and environmental benefits can be achieved – beyond just office print optimisation.

The transition from print management to enterprise document optimisation will lead to:

- ✓ Visibility across the whole document process

- ✓ Optimised output creates greater cost savings

Developing an enterprise output strategy

Through Ricoh's Managing Enterprise Output (MEO) solution, we can connect all document output processes to one central workflow system. It helps organisations make informed decisions to not only improve printing and document workflow but also develop an enterprise strategy that targets high costs with document production and distribution.

However the documents are generated, Ricoh have the tools that provide the necessary technology to manage them.

We can also help improve business critical information flow across the organisation or externally. Through applying intelligent automated workflow, we can simplify data processing and document output management from any source. This enables organisations to move from slow paper-based processes to high-speed digital data flows that manage document delivery across multiple channels. Because our solution is scalable, it helps optimise output across the entire business, or in one document intensive environment across multiple business locations.

Managing Enterprise Output
Key Benefits

- Connect all document output processes to one centralised workflow solution

- Improve visibility of printers, document requests, volumes and costs

- Manage output from ERP systems, mainframes or other host platforms

- Convert or transform data or documents to any required format

- Deliver documents in multiple formats across multiple channels including print, email, mobile device and the web

- Consolidate multi-vendor software workflows or server queues, reducing IT support costs

- Route print jobs to the most suitable and economical printer or print operation

- Improve document security, traceability and governance

- Enable remote workers to submit print orders to a central print facility reducing external print provider costs

- Reduce print waste and inventory by managing print on demand requests

- Raise staff productivity and office printer availability by redirecting office print jobs to the print room
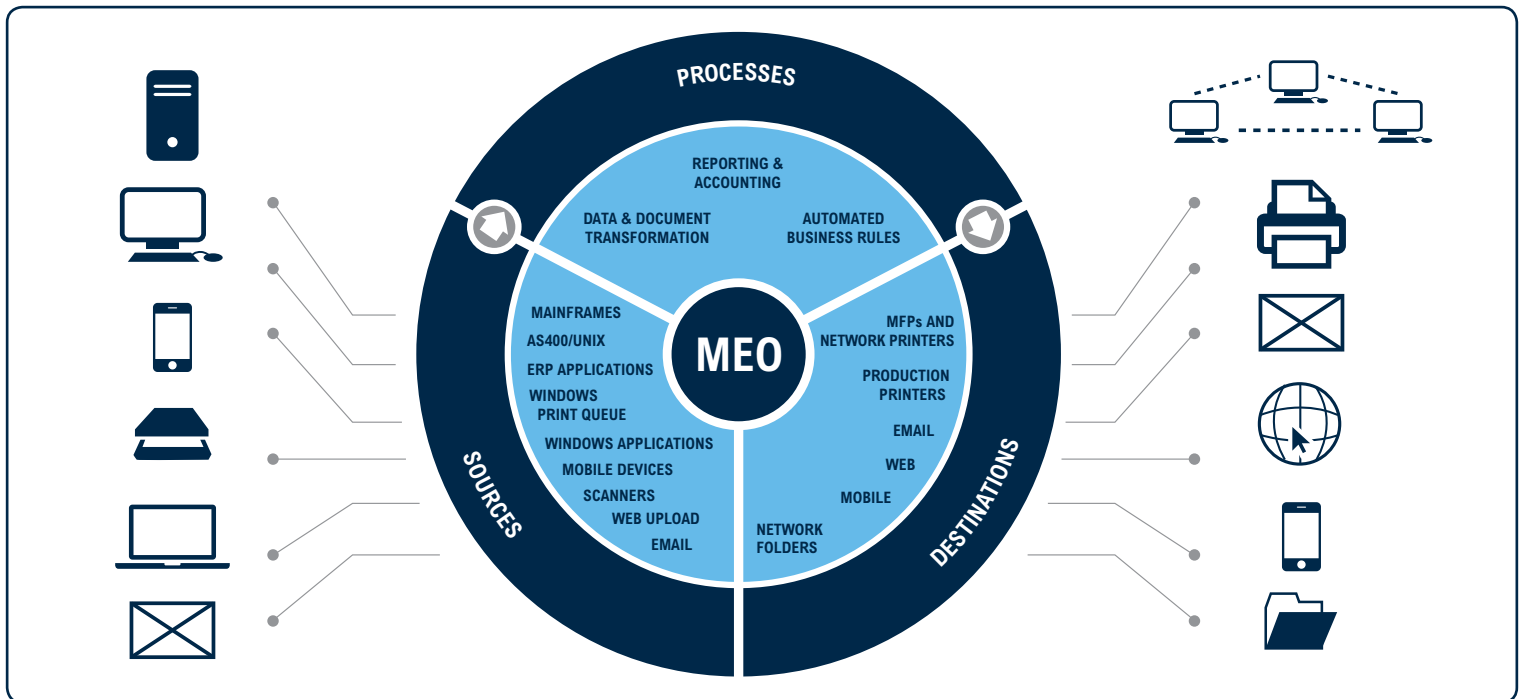
Key Features

- Office and production printing management in one solution

- Print job submission by email, mobile device or the web

- Universal Print Driver

- Secure print release

- Print accounting

- Document workflow automation

- Multi-channel document delivery

- Paper to digital migration

- Data and document transformation

- Distributed print management

- Comprehensive tracking and reporting

About Ricoh

As a global company specialising in office imaging equipment, production print solutions, document management systems and IT services, Ricoh offers organisations true end-to-end solutions that can deliver efficiency gains and also cost efficiency.

Ricoh's proven suite of document and data solutions can help organisations drive change and target rising costs. Our solutions help them make the transition from print management, take control of all their document processes and implement an enterprise wide document output strategy.

Managing Enterprise Output is a modular platform that grows with your business. It simplifies the process of managing output from applications on multiple operating platforms. It unifies document delivery through print, email and the web.

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