



What is **Managed Print?**

An Introductory Guide to
Controlling Print Usage
& Costs by Optimizing
Your Print Environment.



Educational eBook Series

Do you know your print volumes and costs?

If not, you're not alone. It's estimated that close to 90% of business leaders don't. In fact, as businesses continue to find ways to cut costs, the last place they often look is their print environment.



Many businesses don't realize that office printing tends to be a TOP 4 business operating expense behind payroll, rent and utilities. Overspending and wasteful printing is often caused by the lack of a holistic managed print strategy, no user restrictions, and the responsibility of purchasing print devices, service contracts and supplies split between IT and Finance leaders.

Traditionally, finance would handle the copiers and MFPs while IT would handle the printers that connected to the network. Now everything connects to the network.

MANAGED PRINT DEFINED

Managed Print Services (MPS) is an agreement between a business and an MPS provider to optimize and/or manage a company's document output and print environment. The Managed Print Provider normally provides everything except paper and hydro for a monthly fee. This may include managing existing equipment, adding new print devices where needed, servicing the equipment and providing proactive supplies replenishment to avoid downtime and overstocking.

A good provider will perform a detailed assessment of your current print equipment, usage patterns and costs to understand who, how, how much, and where your team prints. This type of data driven analysis is non-intrusive and also takes into account your document workflows and identifies security vulnerabilities as you make the successful transition from an unmanaged to a managed print environment.

Stats & Facts

90% of businesses have no formal print management strategy.

Fortune

Approximate **23%** of IT helpdesk calls are printer related.

IDC

35-41% of print related expenses avoid formal procurement approval.

OfficeTechInsider

What is Managed Print?



Could Your Business Benefit from Managed Print Services?

Common Challenges

Unmanaged printing is a cost and resource drain.



Uncontrolled Printing/Spending
No insight into print usage



Reactive Toner Ordering
Halts productivity



IT Resource Drain
Waste of valuable IT time to deal with printer issues



Multiple Vendors/Invoices
Fragmented Buying & Approval



Cybersecurity Risks
Printers are often an overlooked vulnerability

Popular Solutions

Managed Print controls costs, increases productivity, and boosts security.



User Restrictions/Usage Reporting
Cost Control & Budget Predictability



Automated Toner Fulfillment
Simplified Purchasing



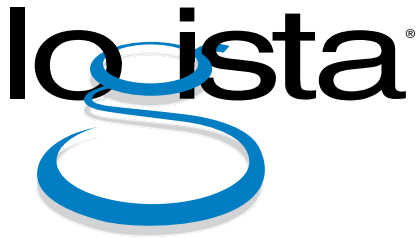
Printer Support/Serverless Printing
Reduced IT Burden



One Vendor/One Invoice
Accountability & Simplicity



Secure Print Devices
Risk Mitigation



Self Assessment Questions

Find out if a Managed Print Services solution is right for your business.

	YES	NO
1. Can you measure your exact monthly print-related spend?	<input type="checkbox"/>	<input type="checkbox"/>
2. Have you implemented user restrictions on your printers?	<input type="checkbox"/>	<input type="checkbox"/>
3. Does your organization have a print strategy?	<input type="checkbox"/>	<input type="checkbox"/>
4. Are you ordering toner on a reactionary basis?	<input type="checkbox"/>	<input type="checkbox"/>
5. Do you deal with multiple "print" vendors?	<input type="checkbox"/>	<input type="checkbox"/>

Did you answer "no" to most questions? You're just like most businesses out there. We suggest you start with a print assessment to receive fact-based reporting on your actual print volumes and costs including your current print processes and behaviors that may need to be adjusted.

Need help? We're ready when you are.

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