

Almost every organization relies on paper, even in the digital age. Whether it's printing, copying, faxing or scanning, output can cost you up to three percent of your revenue or budget. Total Print Management can maximize cost savings and productivity while minimizing IT department headaches.

In a recent IDC study, companies achieved an average direct cost savings from 8 to 41 percent by implementing a managed imaging and output environment.¹

¹ An IDC white paper "Cutting Costs and Maximizing the Return on your Imaging and Output Assets," August 2005.

WHITE PAPERS & TOOLS

Find in-depth white papers and tools regarding Total Print Management at Zycom Technology's web site www.zycomtec.com/tpm

THE REALITY

Most companies do not regard output management (print, fax, copy or scan) as a strategic consideration. Commonly, printers and copiers are purchased to satisfying ad hoc requirements and before long these devices infiltrate the organization without control or planning. It is not uncommon to discover fax machines sitting beside high speed printers sitting beside high end copiers; demanding network resources, power, management and maintenance. Most often, copiers and printer budgets are controlled by different departments within the organization, adding to the complexity of budget and resource planning.

THE NEED

You have decided that your company can realize significant cost savings and increased end-user productivity by taking a "Total Print Management" approach to your output needs. You want to consolidate resources to achieve a more balanced approach to paper output as well as offer enhanced functionality to your end-users to increase productivity.

THE SOLUTION

Zycom Technology works with leading print manufactures such as HP to help you develop a Total Print Management Strategy. A typical approach involves the following steps:

Assessment: An assesemnt of your current environment that will clearly identify how many devices you have by type, how fully they are being utilized, what they are costing you and where the opportunities are to reduce costs and improve productivity.

Plan the design and implementation: We will collaborate on a design to optimize your infrastructure. This includes identifying specific print requirements as well as reducing the type of devices to reduce cost. We will develop a deployment schedule that fits your budget and organization structure.

Consider resource models: Determine the ideal resource model behind the infrastructure, including the financial and human resources involved, whether internal or outsourced. Explore ownership models — capitalized or expensed, asset or contract lifecycles — to free precious capital. This can include identifying resource management tools, training, and workflow.

