

# When You Need To Do More With Less

## Proactive Print Management from Choice 1 Solutions

### COST REDUCTION

The typical Choice 1 Solutions' client realizes between 21-42% savings in their total print costs.

### FLEET MANAGEMENT

As organizations increase in size, managing their print environment becomes more difficult. Choice 1 Solutions frees organizations from the task of managing their printers, copiers, multi-functional systems, scanners, fax machines and devices. We help optimize their use, identifying ways to reduce cost and better support their workforce.

### SOFTWARE MONITORING

In order to reduce printing costs in an organization, we first need to understand the volume each machine is printing. Choice 1's software tools allow us to monitor every printer in our client's environment. Then we can start to determine whether the client's utilization is cost effective. We use the data we find to consult with the organization and help them make better business decisions.



### Tackle and Reduce All Your Print Costs

#### Tangible Print Costs

- Purchase price of printers, copiers, faxes, etc.
- Hardware maintenance costs
- Purchase price of consumables / toner

#### Overhead Print Costs

- Infrastructure and Procurement
- Help Desk Support
- Network Administration
- Productivity Loss
- Energy Consumption

In today's economic times, controlling costs in organizations is more important than ever. Next to human resources and capital investments, the cost of printing is one of the largest office expenses. That is why so many organizations are focusing on new ways to reduce the overall cost of print in their environment.

Many line-of-business managers already understand the significance of the cost of print in their own budgets. They often address their print costs with an approach of: "Just keep the printers working and buy the toner as inexpensive as possible."

While this is a good start at addressing the *tangible* print costs, there is considerably more that can be done to reduce the overall print costs in organizations.

In fact, studies have shown that as much as 90 percent of an organization's overall print costs are *overhead* related.

Along those lines, it costs an organization every time they have to set up new printers, procure consumables, field help desk calls, and respond to malfunctioning printers. These tasks cause significant losses in worker productivity.

Choice 1 Solutions specializes in examining and attending to all the print costs of an organization. We have a proven three-phase process that measures, evaluates, and is guaranteed to find ways to reduce the overall cost of print.

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# A Cost-Savings Solution That Aids Information Technology and Procurement Professionals

## SUPPLIES MANAGEMENT

Supplies are one of the largest print costs. Besides the expenditures for toner and other consumables, procurement activities and related costs are often significant. Choice 1 Solutions helps procurement professionals with a hybrid model of physical inventory management and remote supply monitoring to reduce costs. This unique approach to supplies management enables productivity and ensures adequate monthly supply. It also eliminates needless inventory carrying-costs.

## IT DEPARTMENT SUPPORT

Choice 1 Solutions can augment IT staff and help manage an organization's print "headaches."



Choice 1 Solution's Proactive Print Management Program is a comprehensive service that can manage all aspects of an office's print environment. Choice 1 Solution's staff focuses on reducing client's print costs so clients can focus on their core business.

Information Technology Professionals are most productive when they spend their time on "higher-performing" activities such as the organization's computing environment. Print-problems are distractions that take IT professionals away from their main responsibilities. Choice 1's software reporting and service engineers enhance IT Departments and allow them to focus on more critical responsibilities.



## Three-Phase Approach to Print Management

Choice 1 Solutions has developed a proven methodology for helping clients reduce print costs throughout their office environments.

- **Phase 1 - Control the Current Fleet.** Unlike many copier companies who recommend a strategy of "rip and replace," Choice 1 Solutions works with client's current environment to assess and take advantage of instant cost reduction opportunities.
- **Phase 2 - Optimize the Fleet.** This is where we help "right size" and make recommendations for improvements in the printing environment. Old and malfunctioning printers are retired and replaced with more cost efficient models if necessary.
- **Phase 3 - Enhance the Environment.** In the final phase of the print management solution, Choice 1 and the client work together to look for opportunities that will actually reduce printing in the client's environment. Disciplines such as Document Management and Records Management are examined.

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