



Manage your print, reduce your costs, maximise your profit

**Many companies are taking up Managed Print Services (MPS) and it's easy to see why with an average 30% reduction in costs.**

*"Internal print and documentation is the last great area of uncontrolled costs. 90% of companies do not know or under-estimate their own document production costs even though they are spending up to 3% of turnover on it."* **Gartner**

*"Before we had MPS, it was a nightmare to keep all our printers under control. Now, all that time is freed for more important tasks."* **IT Manager**

*"With MPS my printing costs are under control and fully transparent."* **Chief Financial Officer**



# Simplify your print with RED BOX MPS

## **Print is becoming increasingly complex to manage for a number of reasons.**

- Multiple devices from different vendors need managing
- Devices themselves are increasingly advanced with more options for different formats and finishes
- A lack of any dedicated print resource means it often falls between IT, facilities or departmental managers

## **These combined issues have implications for your business.**

- Print costs and efficiency spiralling out of control
- Time spent on print management means less time to focus on your core business and customers
- Sensitive and confidential information is exposed to security risks
- Lack of control over your environmental impact

# ...reap these benefits

### **Cost reductions**

Matching workload to devices we determine those you need and those you don't, to reduce your overheads and optimise your resources.

### **Improved employee productivity**

60% of calls to IT helpdesks are print related. Implementing an effective print strategy we reduce pressure on your IT department allowing them to focus on their core activities.

### **Meet environmental targets**

With energy efficient devices and duplex printing we can easily achieve reductions in your energy and paper consumption.

### **Visibility**

We have the knowledge and experience necessary to give your organisation total visibility on your print costs at any time.

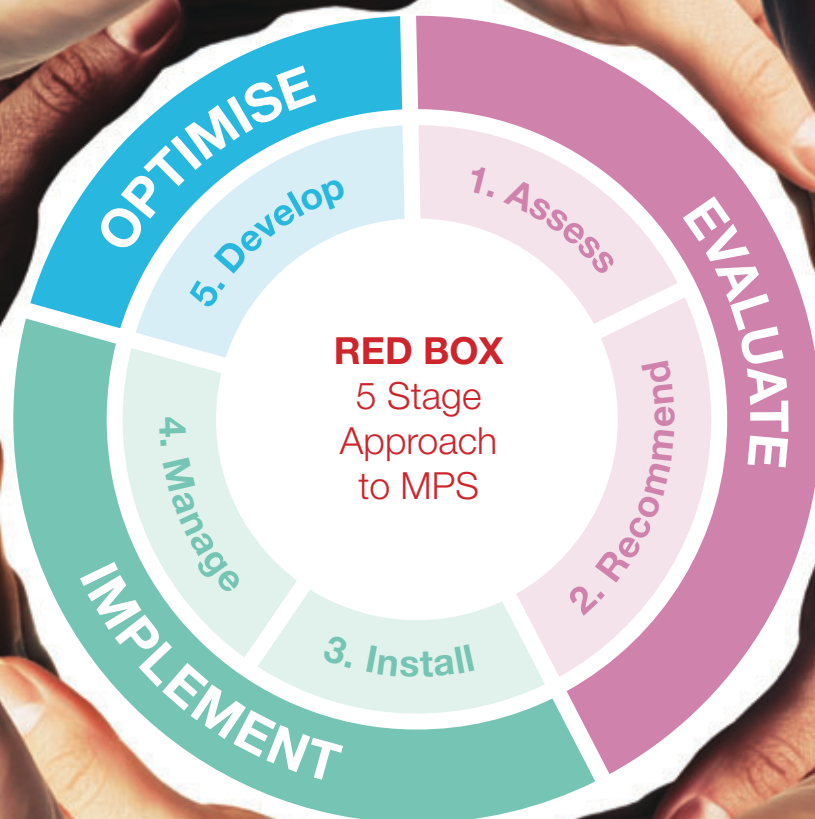
### **Peace of mind**

Whatever changes your company undergoes, you need to be sure that your print infrastructure will adapt and evolve accordingly. Our single monthly service fee guarantees you all the necessary upgrades and changes without any of the unexpected costs.



# How it works

To successfully get you to a situation where savings on your print are realised and your print infrastructure is constantly monitored and optimised, we've developed a 5-stage programme which we deliver across 3 phases: Evaluate, Implement and Optimise.



**We conduct a robust audit of your current print infrastructure using fully qualified people.**

# Assess

We take time to understand your specific print environment. We analyse workflows and usage, review your total costs, look into the impact your print has on the environment, audit devices and assess your IT infrastructure.

Through this process we are confident we will uncover clearly measurable savings. Our charge for the assessment report will typically be offset by the cost-saving measures outlined in it.

Learn more about our assessment service at [redbox.co.uk/mps](http://redbox.co.uk/mps)



**If we do not uncover any potential savings, you pay nothing!**

# Evaluate

# Evaluate

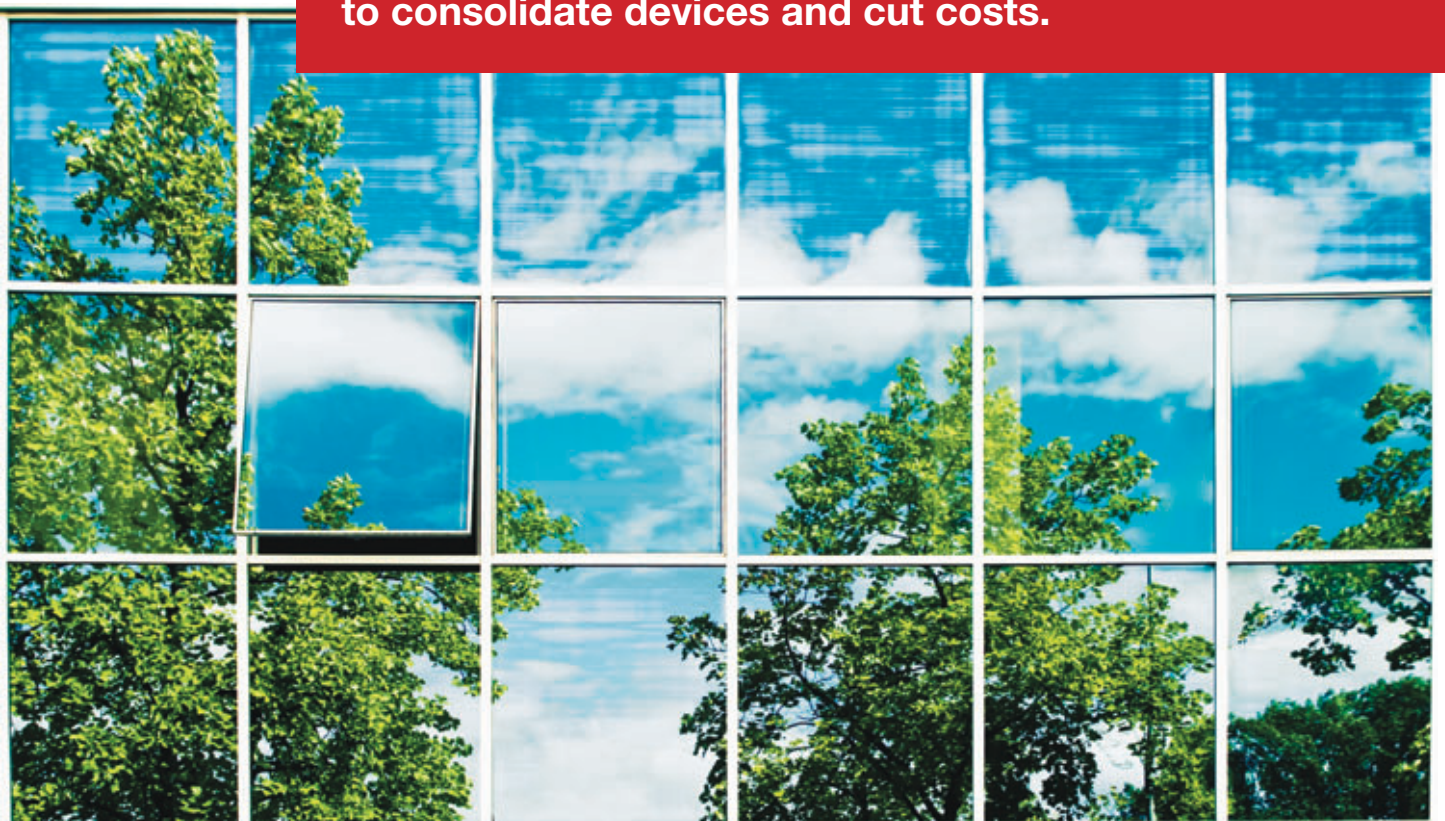
## Recommend

Once we have a full understanding of your print environment, the next step is to look at opportunities to improve the efficiency and performance of your print infrastructure.

By considering the varying print requirements within your business we can optimize your infrastructure and match devices to workload. This allows us to make sure your employees have the right tools in the right places, and boost productivity and morale.

We also look at cost-effective opportunities to reduce the environmental impact of your in-house printing. For example; upgrading devices to energy efficient models, or developing an in-house recycling strategy.

**Through our evaluation process we identify opportunities to consolidate devices and cut costs.**





**Even if you use printing equipment from other vendors, we can work with you to improve what you already have and manage it more effectively.**

Our aim is to provide you with a service that exactly fits your requirements using the latest technologies available.

Our recommendations on optimization and performance improvements, along with our cost-savings plan will be detailed in a proposal document. Once agreed we draw up a step-by-step implementation plan to minimize downtime, address staff training needs and establish agreements with third party service providers as required.

**Our recommendations and proposals will put you on the fast track to increased productivity, performance improvement and cost-savings.**

# Evaluate



**We share with you our skills, knowledge and expertise to contribute to every stage of the project**

Implement

## Install

Taking your organisation from where it is today, through a transformation process that leads to a managed and continually optimised print environment requires skills, expertise and exceptional project management. We have these attributes in abundance.

The key elements in our approach to ensure a smooth transition and user acceptance are:

- A clear roll-out plan
- A user-training programme
- Hardware, software and support requirements specified and documented prior to installation
- Project management
- Disposal management

**We pull together key personnel and resources to create the best possible team with the best possible support.**

# Manage

We take over the management of your print and provide proactive support including:

## **Automated management**

We resolve issues before you're even aware a problem exists. When on-site support is required we implement solutions quickly and seamlessly to minimise downtime and employee intervention.

## **Automated tracking and ordering of supplies**

Combining the strength of our logistics infrastructure with paper and toner management, we deliver replenishments when you need them, not when you've run-out.

## **Third party vendor management**

To ensure a consistent service across your entire print fleet we act as your single point of contact for all output devices and manage all vendor relationships.

## **Helpdesk**

Instant access to experts.

## **Monthly billing**

A single monthly service charge to cover all your print-related costs, including upgrades and maintenance enables you to convert capital expenditure to operational expenditure and cut-out any uncertainty.

## **Business critical SLA's**

Our Service Levels of Agreement guarantee quality and consistency of service giving you peace of mind.



# Implement

# Develop

Our 5-stage programme is a continuous process of improvement. Working closely with you we review key elements to ensure we deliver ongoing benefits and prevent old habits from recurring.

## **Our ongoing support includes**

- Management information and reporting
- Consumable usage review
- User workshops and training
- User habits review
- Devices mapped to workload

# Optimise



# What makes us different

Our dedication to quality. Our ability to shape a managed print service around your needs comes from our independence. We combine the best technology with the most appropriate software; coupled with our highly-sophisticated logistics team to deliver a first-class managed print service. Whether we manage 10 or 1000 devices for you, our core values stay the same to maintain our service quality.

## **We're resourceful**

We work in partnership with all the market leaders so you benefit from the latest developments and solutions available.

## **We're honest**

Our single monthly service fee is designed to help with budgeting. If after year one we need to adjust your monthly service fee, we'll credit you for any amount you haven't used.

## **We're friends with everyone**

In contrast to some of our competitors, we are manufacturer agnostic. We provide objective advice on the best solutions from the leading providers.

## **We're responsible**

Committed to quality our management system is certified to the ISO 9001 standard.

## **Our enthusiasm is infectious**

With over 2000 customers and 98% of them recommending us, what are you waiting for?

Working in partnership with...



## How to get started

Contact us today to discuss our 5-stage approach to print management and help your company increase its profitability and productivity.

# Managed Print Service



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