



MANAGED PRINT SERVICES SOLUTIONS FOR FINANCE AND INVESTMENT

HELPING FINANCIAL SERVICES PROFESSIONALS UNDERSTAND AND CONTROL THE COSTS ASSOCIATED WITH PRINTING & IMAGING

With Cannon IV Managed Print Services, you can...

- Lower printing costs by implementing a targeted print strategy for improving processes and increasing efficiencies.
- Reduce the need for IT support for your printing environment, so your IT staff can spend more time on strategic projects.
- Manage and deploy devices and supplies from multiple vendors in a more convenient and effective manner.
- Ensure that your imaging and printing devices are being used in the best ways for your employees and your business.
- Increase employee productivity by reducing device downtime.
- Protect confidential documents and slash the volume of unclaimed printouts by ensuring users release print jobs at the point of printing.
- Improve document workflow by transforming paper-based and digital processes to accelerate your business, you can reduce printing costs and increase office productivity.

Document Solutions



Specialist

Organizations in all industries are working to identify strategies to reduce or effectively control overhead expenses. There is a need to boost productivity and return on investment (ROI). Given these objectives, C-level executives are turning their attention to the underlying costs associated with the printing, distribution, and archiving of documents.

Nowhere are these imperatives more pressing than in the financial sector.

Financial institutions are under unprecedented pressure to cut costs, deal with consolidations, and meet the escalating demands of clients and investors. All of this while coping with a volatile legal and regulatory environment, new government mandates, and the complexities of transitioning from a paper-based to electronic document workflow.

But the cost of generating, sharing, and managing documents goes far beyond the price of hardware, maintenance and consumables.

Equally critical in the high-stakes business of finance and investment are costs associated with:

- Workflow inefficiencies
- Administration
- Network management
- IT support
- Invoicing
- Multiple vendor relationships
- Recycling
- Poor utilization of print resources
- Energy usage

Paper Cuts Into Profits: On average, each and every financial sector knowledge worker generates approximately **1,000 printed pages** per month, of which 150 are never viewed or used, and 100 are lost or misfiled. **Result:** Knowledge workers spend 30-40% of their time searching for information.

The Bottom Line: The percentage of banking/financial services revenue spent on printing and imaging is over 5%.

But the "cost" of inefficient workflow or mismanaged documentation goes far beyond wasted time and money. In an increasingly tough regulatory environment, the consequences of losing or misplacing key documents can be severe.

Compounding the problem is the wide variety of imaging devices accumulated from multiple vendors either gradually over time, or rapidly through consolidation. Equally vexing, many problems go unnoticed, unmeasured, uncorrected and uncontrolled – with predictable impact on cost and efficiency.

The four key aspects of our process:



1. **A**ssess the current document production environment.
2. **D**esign an integrated document strategy.
3. **I**mplement the solution.
4. **M**easure results and manage the ongoing project.

MANAGED PRINT SERVICES from CANNON IV is a MULTI-PHASED SOLUTION

Cannon IV will evaluate your current printing and imaging environment and will work with you to design an approach that is tailored to fit your needs and the needs of your industry. Our MPS program encompasses people, processes and technology to help you assess, design, implement, and manage your printing and imaging environment.

Cannon IV will design and implement a solution specific to the needs of your organization in a multi-phased strategic approach to improve your printing and imaging environment.

PHASE ONE: MANAGE YOUR FLEET

Managing printers and multifunction devices can be a major distraction. IT professionals in the finance industry are often limited in number and their time should be spent on creating value for the organization. Cannon IV can proactively manage a fleet of printers using remote monitoring technologies and provide supplies, preventive maintenance, on-site service and help desk support. Deploying best practices in printer fleet management can result in savings of up to 30%.

PHASE TWO: OPTIMIZE YOUR INFRASTRUCTURE

Document production infrastructures have evolved over the years. With copiers, fax machines and printers dispersed across multiple departments, the result is redundancy and duplicated costs. Cannon IV helps streamline a printing and imaging infrastructure by:

1) Understanding what equipment and software is on site and how it is used and 2) redeploying resources where necessary to optimize productivity and reduce costs. This doesn't necessarily mean that many printers will be consolidated into centralized printing. The finance industry is regulated by many laws that dictate how information is gathered and disseminated. Together with the clients' IT professionals, Cannon IV may redeploy minimally and instead institute more secure printing via passcards or another secure authentication measure.

Optimizing an infrastructure typically involves repositioning resources to high demand locations and upgrading to newer models or consolidating devices where appropriate.

PHASE THREE: IMPROVE WORKFLOW

The financial sector generates an enormous quantity of information. Cannon IV can help clients manage, route, store and control information efficiently, securely, and at the lowest possible cost.

Scanning features on new multifunction systems provide a powerful platform to move information on and off your network. Cannon IV integrates multifunction systems and printers with powerful solutions to help you manage, route, store and control your documents. Workflow solutions include:

- Electronic forms to replace pre-printed forms
- Capture solutions to convert paper documents to an intelligent digital format

- Content management systems to create a searchable repository of scanned documents
- Integration of branch offices with the main office or corporate headquarters

MPS that is scalable and tailored to your needs

The overriding philosophy of Cannon IV MPS is to offer a scalable suite of services, indicated below, that can be tailored to your needs.

▪ Assessment services

Help you gain visibility into your current usage and uncover hidden costs as you develop a business case for change

▪ Financial and procurement services

Assist you with options as you plan, acquire, retire, and replace your assets to help you achieve a low TCO

▪ Transition and implementation services

Help to ensure that the right equipment is installed in the appropriate location and that your end users know how to make the most of these capabilities

▪ Management and support services

Deliver proactive support to ensure an ongoing return on investment through fleet optimization, maintenance, supplies management, and greater visibility into usage trends, capacity, and expenditures

▪ Document and workflow services

Designed to accelerate business results by automating paper-intensive workflows and managing the underlying infrastructure that supports our processes

Call us today at: 1-800-825-7779
Or visit us online: cannon4.com

National Headquarters

6814 Hillsdale Court ▪ Indianapolis, Indiana ▪ 46250

Regional Sales and Service Centers

Indiana: Bloomington, Fort Wayne, Indianapolis, Lafayette

Ohio: Akron, Cincinnati, Columbus, Dayton

Texas: Dallas/Fort Worth

www.cannon4.com

(800) 825-7779

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