



MANAGED PRINT SERVICES & SOLUTIONS FOR HIGHER EDUCATION

HELPING COLLEGES AND UNIVERSITIES 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.

Public Sector



Specialist

With the transition to Wi-Fi campuses, many colleges and universities are re-examining their printing and imaging and document workflow strategies. Moving from a wide variety of purchased and leased printers, copiers, fax machines, and scanners to a campus-wide managed solution can dramatically cut costs by reducing the number of devices and contracts and cutting energy and paper use.

Equally important, a managed solution makes printing easier and more reliable for students and staff, enabling them to print, scan, and copy documents where and when they need to, with better quality and convenience.

Cannon IV has worked with all types of higher education institutions to assess existing environments and design, implement, and manage campus-wide printing services. We can help you to:

- Increase utilization of existing assets
- Determine the right balance and placement of printing and imaging devices
- Protect against unauthorized use and automate cost recovery through PIN or card swipe
- Track usage by department and/or individual
- Consolidate vendor management
- Dramatically cut printer maintenance, help desk, network management and IT support
- Increase recycling, reduce energy use and carbon footprint

Institutions of higher learning spend an average of 9.94%—or nearly 10%—of their annual budget* on document production.

Cannon IV's managed print services (MPS) can help uncover and take advantage of opportunities that will save time and money, improve cost recovery, and enhance student, faculty, and administrator productivity.

Cannon IV uses a proven end-to-end methodology to help you:



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.

Let the experts at Cannon IV help you take control of printing, imaging and document management across your campuses. Our flexible, phased approach ensures that solutions and services fit your institution, are implemented at your pace, and deliver measurable gains as you move forward.

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

PHASE ONE: MANAGE YOUR FLEET

Lack of printer supplies cause students and staff frustration. Irregular maintenance can cause equipment breakdowns and shorten life spans. Cannon IV managed print services handle every aspect of preventive care, supplies, onsite repair, and help desk support—all for one low cost per page.

Secure technologies track all printing campus-wide, with details by department, location, machine—and even by student/user. Remote monitoring enables us to proactively maintain and supply all owned and leased devices.

One call to Cannon IV dispatches a technician. Our Cannon IV Marketplace™ e-commerce site makes it easy to report a problem and review status.

PHASE TWO: OPTIMIZE YOUR INFRASTRUCTURE

With different departments responsible for different types of copiers, printers and fax machines, the result is often redundant devices and duplicated costs. Cannon IV will assess all existing devices and usage patterns to develop and roll out a balanced and optimized deployment.

We help you make the most of what you already have, re-positioning existing equipment to high-demand locations and adding newer printers or multifunction systems when and where it's appropriate.

PHASE THREE: IMPROVE WORKFLOW

Just as your students and staff expect focused attention on their needs, you can expect our focused attention on the specific document management needs in higher education today. From enrollment services to human resources to advancement, Cannon IV develops higher education specific solutions.

Document management and workflow solutions include:

- Document capture solutions that convert paper documents to an intelligent digital format
- Records and information management
- Content management systems that create a searchable repository of scanned documents
- Document workflow solutions to optimize administrative processes

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

Contact Cannon IV today. Take the first step to a better student experience, higher staff productivity, and lower costs.

**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

© 2016 Cannon IV, Inc. All rights reserved. The information contained herein is subject to change without notice. Cannon IV Marketplace™ is a trademark of Cannon IV, Inc. * ALL Associates Group.

