



5 Keys to Reducing Printing Costs

As incredible as it sounds, by managing print requirements effectively, your business can save up to 15% on your total in-house printing costs. Estimates produced by Gartner Group revealed that businesses spend between 1 and 3% of their total yearly revenue merely through document generation.

These five keys will help:

1. **Decrease Supply Costs** Simple strategies such as always printing on both sides of a sheet of paper, using electronic documents when possible and maybe even switching to solid ink printing can have an immediate effect on your bottom line.
2. **Use Managed Print Services** A professional managed print services program can customize your document generation and routing processes to allow powerful technologies deliver increased profitability, competitive distinction, enhanced customer service and reduced legal liability.
3. **Reign in Wasteful Employees** Output tracking technologies can keep a record of which documents are printed and which employee printed them. Your staff will know that your company is monitoring information security, thus creating an environment where employees are hesitant to print unauthorized material. As well as enhancing security, your company will be able to reign in wasteful employees by keeping track of what documents are being printed on which printers- even after hours.

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4. **Strategically Deploy Your Fleet** Would you put first baseman in right field? Your printing environment, as in baseball strategy, depends on using the most efficient device in the right places. Properly measuring output and cost associated with your current devices will help you put the right piece of equipment in the right department. You could save money on every document your produce.

5. **Right Size Your Fleet** Developing the right blend of multifunction systems and printers requires understanding the properties of each tool. In many cases, replacing multiple old devices with a high-output devices can save money with a higher output.

Request your [free no-obligation assessment](#) to see these keys in action today.

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