

# Output Consulting Services

Business Information  
Solutions

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imagine. change.



Large enterprises typically have large, complex output environments. But many organizations are challenged to keep track of devices across departments and locations—and to understand usage patterns and associated costs to the business.

In large enterprises, print environments are often massive and unwieldy—with responsibility for device management distributed across multiple locations, functions and/or departments. It can be difficult to ascertain the full scope and cost of such environments. And yet, these environments are often sources of untapped opportunities to drive efficiency not only in print fleet management but also in core business processes.

With the Ricoh Output Consulting Services solution, our seasoned consultants engage with you to perform a Document Output Strategy Discovery (DOSD). The engagement spans four core activities:

1. **Plan.** We collaborate with you to scope out key challenges and goals as they relate to the output environment and the business overall.
2. **Collect.** We use our suite of proven tools to identify and map all components of the output environment—creating a baseline “snapshot” of the print environment and print-related workflow and costs.
3. **Analyze.** With extensive data about the output environment, our consultants take a deeper dive into the current situation and begin identifying opportunities to optimize.
4. **Recommend.** Finally, we deliver a set of actionable recommendations for improving productivity and efficiency, enhancing sustainability and reducing costs. Such initiatives may focus on more effectively routing print jobs, allocating print costs and controlling access, as well as reducing waste and simplifying management.

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## Enhance visibility

Ricoh Output Consulting Services enable an enterprise to document its full fleet of output devices (including printers, fax machines, scanners and copiers) across business units, departments and office locations. Our four-phased approach delivers deep insights into the “who,” “what,” “when,” “where,” “why” and “how” of actual usage. This data forms a crucial foundation for pinpointing opportunities to improve utilization and reduce waste.

## Understand total costs

Many large organizations are unable to quantify the total cost of ownership for the enterprise-wide output environment. While the costs include paper and toner, they also extend beyond to include the cost of “wasted print” (prints sent to a device but never retrieved), fleet maintenance and output-related energy consumption.

This solution delivers insights into total cost of ownership for the output environment and identifies potential solutions to help drive down print costs through more efficient routing of print jobs. Our consultants can also provide recommendations and best practices for implementing chargeback capabilities, enabling organizations to recoup costs from customers and/or to properly allocate costs back to internal users.

## Chart a path forward

Ricoh Output Consulting Services represent a critical first step in a long, ongoing journey of active fleet management. Each of these engagements concludes with a detailed roadmap for the future. Our Findings and Recommendations document helps organizations in planning and prioritizing cost-saving and process-improvement initiatives for the future.

