



Addition by Subtraction: What Can MPS Reduce for You?

Lower Costs – It's estimated the average company spends between five and 15 percent of its annual revenue on document costs. However, according to The Gartner Group, MPS can help businesses reduce printing expenditures by up to 30 percent. How? By:

- eliminating outdated, inefficient, or redundant devices
- consolidating your print fleet and removing unnecessary machines
- reducing maintenance costs through real-time monitoring and preventative maintenance
- providing transparency and accountability through print tracking software

Fewer Risks – Data security is imperative to any responsible business owner, and working with paper documents does present vulnerabilities that must be addressed. An MPS solution is a great way to mitigate risks to the confidential information that goes through your printers. Older, more vulnerable devices will be replaced by modern machines that include state-of-the-art security features. Your printers will always have the latest security patches downloaded and installed. Printed documents will be protected by authentication processes, such as requiring PINs or access cards at the printer to pull jobs to prevent them from falling into the wrong hands.

Less Waste – How much time and effort do your employees or IT staff spend each month managing your printers? In addition, how much are your document creation efforts impacting the environment? Your MPS provider will take on the responsibility of performing device maintenance and resolving printer issues, removing this burden from your staff. They'll also identify and eliminate wasteful printing practices, enabling you to reduce the amount of paper and consumables used during document creation.

HOT PRODUCTS

Ricoh C7210X



Go beyond CMYK with Ricoh's 5th Color Digital Production Systems to produce high-value, premium applications that stand out from the competition with the ability to print clear, white, neon yellow, neon pink and invisible red toner.

This advanced system expands the creative possibilities of digital printing and opens up the door to new opportunities. Take advantage of oversized sheet options and proactively offer customers new creative ways to tell their story while expanding your base and increasing your bottom line. Benefit from next generation technologies, including a 17" Smart Operation Panel with remote capabilities, white plus CMYK in a single pass and inline sensors that maximize uptime and enhance output quality.

- Print Speed: up to 95 ppm in Color and B&W
- Network Ready
- Standard Duplexing
- Max Paper Size: 13" x 49.6"
- Max Paper Capacity: 16,200 sheets

HP PageWide Managed Color MFP E77660dns

Quality printing for a great value is a smart choice for any business. Produce premium, professional-quality documents at a competitive low cost with the HP PageWide E77660dns, built to make your work—and your business—look its best.

- Print Speed: up to 60 PPM in Color / 80 B&W
- Network Ready
- Standard Duplexing
- Max Paper Size: 11" x 17"
- ENERGY STAR Qualified



Canon imagePRESS C165

The imagePRESS C165 facilitates diverse output and in-house printing. The printer realizes high-productivity output of 65 pages per minute (ppm) when outputting A4 documents in landscape mode while achieving a small installation area similar to that of an office multifunction device. The imagePRESS C165 improves production efficiency by making possible the on-demand, in-house production of items necessary for sales promotions that would otherwise be outsourced—such as pamphlets, business cards and posters.



- Print speed: Up to 65 PPM in Color and B&W
- Network Ready
- Standard Duplexing
- Maximum Paper Size: 11" x 17"
- Max Paper Capacity: 7,050 Sheets

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Holiday Gift-Giving: A Guide for Businesses

Once your list is assembled, come up with a gift budget to prevent yourself from going overboard to make the buying process easier. Determine a total figure you're comfortable with spending, and divide that by the number of recipients on your list to get an idea of how much to spend on each gift. For example, say you've earmarked \$750 for gifts, and you have 25 people on your list. You know to look for gifts around \$30 each. This will keep things fair and prevent you from spending significantly more money on one person than another.

Armed with how much you will be spending on gifts, it's time to go shopping. Time is at a premium during the holiday season, so seeking out a unique gift for each individual on your list is also not practical. Instead, go for gifts that appeal to everyone and can be purchased en masse, such as gift cards or baskets. Avoid giving items branded with your company logo, as that will come across as an insincere attempt to promote your business rather than show your gratitude. And never give cash as a holiday gift in professional settings, as it can be considered a bribe or get someone in trouble with their employer.

Effective Ways to Improve Employee Performance

Connect with your employees – Relationships at work matter; people want to feel like they're part of a team. Managers can accomplish this by connecting with their subordinates on a personal level. People are more willing to be guided by someone they've connected with on a personal level.

Create a more collaborative culture – Employees want to feel like they're part of the bigger picture. For this to happen, they must feel like their input matters. Therefore, they need to be involved in planning, decision-making, and how they contribute to a company's mission. Managers can facilitate this by fostering a collaborative environment that seeks and encourages employee opinions and input.

Provide continuous feedback – Managers that provide regular, constructive feedback and support are more likely to motivate their employees. To do so, meet with your employees often—about once a month—to converse with them and provide impactful feedback.



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Simple Sustainable Strategies Any Company Can Embrace

Go paperless. Scanning solutions and document management make it possible to end your overreliance on paper products without sacrificing productivity. Conversely, working with digital rather than paper documents will lead to easier access, improved security, and better collaboration, all while reducing paper waste.

Make the switch from incandescent light bulbs to LED bulbs. LED light bulbs are more energy-efficient and durable than traditional incandescent bulbs. They are more cost-effective over their lifetime because LED bulbs have a significantly longer lifespan.

Get flexible with your work practices. Allowing your employees to work remotely from home part-time will reduce carbon emissions from commuting as well as the amount of energy required for lighting, cooling, and heating in your office. You'll also experience increased loyalty, reduced turnover, and a wider pool of talent as a byproduct.

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