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TRANSFORMING EDUCATION THROUGH TECHNOLOGY

{ Webinar Series

Print Management: Real-World Ways to Cut Costs, Boost Productivity

June 21, 2011

Moderator: Matt Villano, contributing editor
T.H.E. Journal



About this Webcast

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- **Introduction**
- **Managing your printing and imaging environment**
- **Case Study: Park Hill School District**
 - **Project goals/objectives**
 - **Solution: How it works**
 - **Results**
- **Q&A session and conclusion**

Today's speakers



Chris Bilello
Director of Business Development
Konica Minolta Business Solutions



Brad Sandt
Director of Technology
Park Hill School District
Kansas City, MO



Noel O'Dwyer
VP of Marketing & Strategic Alliances
Equitrac

- Magazine and website
 - www.thejournal.com
- eNewsletters
 - T.H.E. News Update
 - T.H.E. SmartClassroom
 - School Security
 - T.H.E. Smart Classroom
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Konica Minolta and Nuance

www.konicaminolta.com

www.nuance.com

Make printing more cost-effective, eco-friendly, secure, and convenient. With Konica Minolta multi-function printers (MFPs) and print management and scanning solutions from Nuance, K-12 School Districts can reduce printing costs, make printing convenient without compromising security and encourage responsible printing. Smarter printing saves paper and toner while reducing energy consumption, and leads to real bottom-line savings.

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Managing Your Printing and Imaging Environment



About Konica Minolta & Nuance

- **Konica Minolta Business Solutions**
 - Advanced imaging and networking technologies for the desktop to the print shop
 - Recognized as the #1 Brand for Customer Loyalty in the MFP Office Copier Market by Brand Keys #1
 - BLI has named Konica Minolta 2011 “Line of the Year” award winner for the company’s award-winning line of bizhub® Color and Monochrome Multifunctional Products
- **Equitrac and eCopy solutions from Nuance**
 - Recent acquisition of Equitrac by Nuance
 - Provide complete print management and scanning product line
 - Solutions for all industries, including the specialized needs of K-12 schools
 - Equitrac product alone is installed in over 800 K-12 schools in the US

Tackling the paper challenge in education

- **Many constituents – students, teachers, staff, guests**
 - Uncontrolled printing and proliferation of desktop printers
 - Access to network output (printing/copying/scanning) is often open to everyone, which poses security issues
- **Many buildings - difficult to track and report on all print /copy/scan activity**
 - Limited ability to forecast and budget across all schools
 - Mixed devices, separate purchasing agreements
- **Long lines at the network copiers frustrate teachers/staff**
 - Mixed print jobs, wrong paper, lost jobs, wasted time
- **Need to convert information that originates on paper to digital formats**
 - Back-end student record, document management systems, etc.

- **Prevent abuse of high-cost and/or color devices**
 - Redirect large jobs to the most cost-effective device
 - Consolidate desktop printers; migrate to shared devices
- **Encourage responsible printing**
 - Reporting leads to awareness and action
 - Cost preview jobs and choose the lowest cost option
 - Scan and email instead of print and distribute
- **Minimize waste by modifying user behavior**
 - Delete uncollected prints before output
 - Drive output to less-expensive devices
 - Increase access to scanning
- **Work smarter** by improving document workflows

- **Kansas City, MO / Southern Platte County**
 - Supports 8 cities/towns
- **10 elementary schools, 3 middle schools and 2 high schools**
- **10,300 students, K-12**
- **1,500 staff**
- **19:1 student to teacher ratio**



Park Hill is the only school district to ever receive the Missouri Quality Award, recognizing an organization's commitment to meeting customer needs and using the best available processes for everything it does

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Project Goals and Objectives



Print/Copy Services at Park Hill

- **Print / Copy / Scan delivered as a service to the district**
 - Budgets are determined and managed by each school separately
- **District IT responds to needs of each school, but recognized need for centralized purchasing and management economies**
- **Decisions based on feedback from schools**
 - Early involvement of all stakeholders – principals, teachers, administration, IT

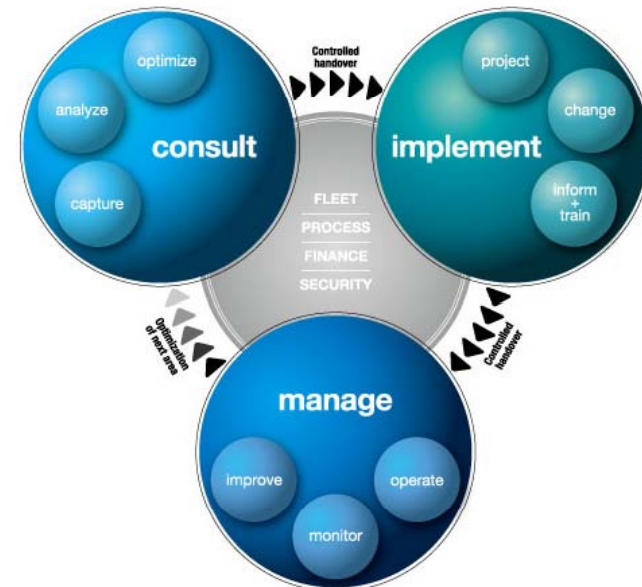
- **Improve service, reduce waste, and costs**
 - Lost productivity and frustration when print/copy resources unavailable
 - Unclaimed print jobs piling up
 - Needed district-wide scanning platform
 - Had a mixed printer/scanner /MFP environment
- **Budget pressures**
 - Complaints to school administration about rising printing costs
 - Lack of information for budgeting for printing & copying
 - Funds spent on print/copy was #1 topic by school administrators when analyzing expenses
 - Very little funds left at end of each school year
 - State funding cut by \$2.5 million last year

- **Teachers and staff did not realize how much they print**
- **Lack of awareness and usage data led to:**
 - No ability to budget
 - No ability to find areas to reduce printing
 - No ability to re-allocate printing to lower cost-per-page devices
 - No audit capabilities

Technology requirements

- High quality equipment with modern features and cost-effective color
- Integration with HID iClass card readers and Active Directory
- Simple, online supply ordering and service requests
- Secure document release
- Flexible reporting on device usage and reliability
- Centralized and school-level delivery
- Scanning solution that natively integrates with email and faxing
- Standardize on single printer / MFP provider

- **Konica Minolta Optimized Print Services (OPS) contract**
 - Single contract for total district-wide print/copy
 - Single point of contact for service/supplies
 - New color MFPs & B&W laser printers
 - 42 bizhub C552 color MFPs
 - 35 bizhub 40P b&w printers
- **Equitrac Express 4**
 - Embedded solution on MFPs w/card readers
 - Print release stations on laser printers
 - Single print server for district
 - Follow-You Printing[®], Reporting
- **eCopy ShareScan**
 - eCopy ShareScan software
 - 23 ScanStations (running on C552s)



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Solution: How it Works



- **High-quality color and black & white output**
- **99%+ uptime**
- **Web-based portal**
 - Supplies ordering, maintenance management, device status
- **Finishing features at lower cost**
 - Saddle-stitching, stapling, 3-hole punch

Access to printing where it is most convenient

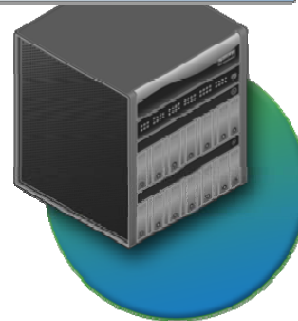
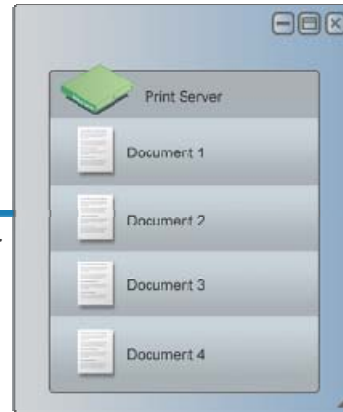
Follow-You Printing®



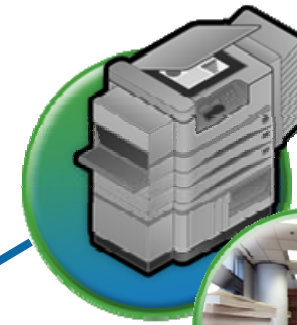
Teacher prints a student evaluation



Documents are held in a secure print queue



Can release the information from any available printer ...in any location





Select dashboard

	Chart	Bar	Pie
Pages	Top users Top accounts Top devices Top device types	Top users Top accounts Top devices Top device types	Top users Top accounts Top devices Top device types
Cost	Top users Top accounts Top devices Top device types	Top users Top accounts Top devices Top device types	Top users Top accounts Top devices Top device types
Color	Top users Top accounts Top devices	Top users Top accounts Top devices	Top users Top accounts Top devices
Simplex	Top users Top accounts Top devices	Top users Top accounts Top devices	Top users Top accounts Top devices
Faults	Most faults Most frequent faults	Most faults Most frequent faults	Most faults Most frequent faults
Metrics	Totals Pages Cost Sheet Device		
Logout >			

Reporting – Detailed reports



Chinn Elementary

cGroupID	cGroupID	cGroupNa	cGroupDe	cRowName	cRowDescription	cRowID	cDepartm	cUnits	cBWPages	cColourPages	cAmount	cAltCost	cJobs	cBillable
18815	18815	cn		andersonj	Anderson, Jane	1673		20498	20488	10	191.03	0	423	billable
18815	18815	cn		applegatec	Applegate, Chris	1794		4107	4107	0	38.2	0	235	billable
18815	18815	cn		bigl	Big, Larry	1855		32088	32078	10	298.82	0	1212	billable
18815	18815	cn		creasec	Crease, Will	1524		21768	21736	32	203.73	0	377	billable
18815	18815	cn		cambelld	Cambell, Dave	1817		3289	3288	1	30.63	0	1620	billable
18815	18815	cn		christians	Christian, Sally	5883		724	724	0	6.73	0	48	billable
18815	18815	cn		davidp	David, Paul	1854		16633	16620	13	155.21	0	554	billable
18815	18815	cn		dallasa	Dallas, Amy	5908		1226	1226	0	11.4	0	53	billable
18815	18815	cn		douglask	Douglas, Keith	5621		436	436	0	4.05	0	55	billable
18815	18815	cn		emerye	Emery, Everett	1675		21954	21954	0	204.17	0	755	billable
18815	18815	cn		ellisb	Ellis, Bill	21842		2232	2232	0	20.76	0	225	billable
18815	18815	cn		frenchs	French, Stacy	858		6905	6893	12	64.7	0	411	billable
18815	18815	cn		figsd	Figs, Donna	1407		3625	3625	0	33.71	0	87	billable

Print Kiosks Deployed for Students

- **Konica Minolta printers along with Equitrac Release Stations set up as ‘print kiosks’ for student population**
- **In key areas of each of the schools (media center, libraries, computer labs)**
- **Release stations reside on computers and allow students to send print jobs and release them with school-supplied credentials**

- Replaced sprawling desktop scanners with MFP/eCopy solutions
 - Centralize scan functions to a single device
 - 23 eCopy ScanStations are integrated with email and fax
 - Staff have access to Exchange address book at the ScanStation
 - Get preview of document being scanned
 - Very user-friendly
 - Scanned documents are easily sent to contacts in the address book



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Results



- **Reduced average cost-per-page of print/copy**
 - Shifted volume to more cost-efficient devices
- **Reduced total printers/MFPs by 3:1 ratio (on average, consolidated every 3 devices to 1)**
 - Further decreased cost by maintaining only one printer driver
- **Net reduction of total print impressions by 1 million in first year**
 - Increased awareness by staff and administration of print volumes
 - 8% of all print jobs submitted were not printed (Follow-You Printing)
- **\$19,000 savings in print/copy**
 - \$15,000 in per-page print costs
 - \$4,000 in paper costs
 - Additional \$3,500 in costs not incurred due to Follow-You Printing

- **Convenient and reliable access to devices**
- **No wasted time waiting for printer/copier availability**
- **Document confidentiality/security**
 - Simplified scanning
- **Visibility to usage & expenses**
 - Administration, Principals & Teachers
- **Ability to budget based on actual usage**
 - Automated weekly reports to each of the 15 school principals
- **Strategic IT decision-making**
 - District-wide print tracking allows for full utilization of OPS contract
 - Frees IT staff to focus on technology issues in the classroom

- **Print intelligence allows for strategic decision-making for further improvements**
 - Expand the scope of student print tracking
 - Implementation of quotas or programs to reduce print impressions
 - Rules & Routing
- **eCopy scanning will be expanded for document management and student record systems**
 - Paper-to-digital conversion for “back-end” data processing and record keeping

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Q&A Session and Conclusion



- [Watch a quick video](#) to learn more about the benefits of Konica Minolta and Equitrac Express print management solutions.
- Visit the eCopy ShareScan [product page](#)
- Request a demonstration:
<http://blog.equitrac.com/request-a-demo-of-equitrac-express/>

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**Jenna Horton, webcast producer,
jhorton@1105media.com**

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Thank you for attending!

