

Enterprise Output Discovery



Many organisations manage their office printing believing that this deals with the majority of their output costs and business processes. But according to some analysts, this might only address up to a third of print volume that an organisation produces. The majority of print is produced outside of the office environment and is commonly fulfilled in areas such as a centralised print room, or environments that generate documents related to transactions, marketing or other communications that are often outsourced.

We call this ENTERPRISE OUTPUT. And to help organisations ensure that all document environments are reviewed for cost and business benefits, Ricoh has developed a unique study called Enterprise Output Discovery.

Everything that results in print and output is considered within this model. We believe that making decisions on any part of your print infrastructure should only be done when you have the visibility of the entire operation. Only then can you make informed decisions on setting the right enterprise output strategy for the whole business. And, as a result of reviewing processes that drive business critical print, opportunities are uncovered to migrate the most suitable paper based processes to a digital workflow.

So print processes and costs are not just the target for this discovery, we can drive business process improvements and digital strategies too.

How it works

The discovery process has a structured methodology used by our trained consultants. The process has two distinct levels, but is flexible enough to be tailored to fit your specific organisation and be delivered in different ways.



Enterprise Output Strategy



1. Why Print?

We ask this question to evaluate the reasons why your organisation prints across different document environments and to identify the critical business processes that rely on it

Output Towers you have in your organisation, we can adapt our analysis to capture the specific data needed to understand your entire output infrastructure



2. Digital Maturity

With the help of different process owners, this study assesses your organisation's digital maturity and the alignment of the current output infrastructure with the future digital needs of your business



4. Service Map

This is a cross functional, graphical view of all your current Output Towers to illustrate the areas for improvement. We produce this to highlight the relationship, dependencies and workflows employed across each of the Output Towers while analysing the services used to fulfil the needs of the business



3. Output Towers

We categorise each of your individual document environments into specific output environments like office, production, marketing and transactional, and refer to these as Output Towers. By identifying what



5. Output Strategy

Using all the attributes captured, the final stage is to create an output strategy document highlighting and prioritising projects that are required to deliver your business objectives going forward

Enterprise Output Management



The second level is the detailed survey of your Output Towers. This will uncover known issues and identify options for future development, ensuring future strategic alignment and operational efficiency. This print, document and workflow based assessment can either be performed independently or part of the Enterprise Output Strategy analysis.



Office Output



Application Output



Internal Specialist Output



Print Room Production



Marketing Output



Transactional Output

Discover more

- Target all document environments across the enterprise, not just the office
- Uncover hidden print and document costs that you may not know exist
- Explore opportunities for process or business improvements
- Consider strategies for digital document workflows
- Develop an Enterprise Output Strategy that's fit for the future

The benefits are clear. So doesn't it make sense to get in touch?

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