

# PRINT MANAGEMENT

“We have dramatically reduced our running costs by managing print”



## THE COMPANY

Wylie and Bisset are one of Scotland's longest established larger independent firms of chartered accountants, providing a full range of services to clients including audit (both internal and external) accountancy and value added, corporate and personal taxation, business advisory, corporate finance and consultancy services.

## THE ISSUE

- The current Xerox and Equitrac printers were causing problems
- High running costs
- In this industry data security is paramount. Each floor in the office shared a multifunctional printer. However private documents sent for printing could easily get into the wrong hands.

## THE SOLUTION

Document Data Group implemented a Print Management System with some key features

- Managers can print out a report and observe the print usage of each member of staff. Commands were put in place such as a restriction on the number of coloured copies staff could print and a restriction to black & white printing only for certain departments where colour was not necessary.
- To improve data security, each member of staff is given a pin code for printing. The code must be entered at the device and select the files to be released. If a file sent to the printer is no longer required, it can be deleted at this stage saving unnecessary printing costs.

Ross McLauchlan said: “The print report detailing our hidden print costs was a very valuable source of information. We have dramatically reduced our running costs by managing print usage.”



"Simplifying your documents, securing your data"