

Equitrac Office Small Business Edition

Put an end to expensive printing.

Equitrac® Small Business Edition helps employees make the best choice, every time they print.

Unnecessary color printing. Single-sided documents. Duplicates and errors. Wasted paper and toner. These print-related costs can add up quickly, especially for smaller businesses. But, oftentimes, the costs of printing are unknown and overlooked—viewed simply as a cost of doing business or not worth the time or investment to actively manage.

Equitrac Office Small Business Edition (SBE) makes it easy—and affordable—to get control over your print activity and cut thousands of dollars out of your IT spend.

Expose the true costs of printing

Control starts with centralized tracking and accounting of every document sent to any networked printing device and delivery of actionable data via customizable reports to your Inbox on your schedule. This data can be used to identify users that print higher than average volumes, departments with a high percentage of color printing, over- and under-utilized printers and other areas that offer quick opportunities for cost-savings. And, it provides detailed accounting for every job—based on actual pricing for each page—giving you a complete and accurate picture of your printing-related costs.

Right-sized for your organization.

Equitrac Office SBE is an ideal solution that is:

- **Simple.** Expect easy installation, automatic operation and virtually no day-to-day management.
- **Scalable.** Supports up to 25 printers and MFPs and is easily upgradable to meet expanding needs.
- **Sensible.** Improve productivity while maximizing your current technology investment.
- **Smart.** Reinforce cost-saving printing decisions with every printed page.
- **Secure.** Enable password-protected printing on networked printers.

Reduce printing costs, eliminate printing waste

Equitrac Office SBE provides tools to start reducing costs without any user interaction. With an easy-to-use wizard, you can deploy print rules such as converting color documents to black & white, or single-sided documents to double-sided based on attributes like user, document length

and even the application it was printed from—immediately saving your company thousands of dollars on toner and paper costs. And if you need to allocate costs back to customers or departments, Equitrac can assign printing costs to specific billing codes or projects.

Help employees make the best choice, every time they print

They might not realize it, but your employees make financial choices every time they print. Equitrac Office SBE lets you empower users to make smart printing choices through personalized, convenient print workflows with Follow-You Printing®. By adding authentication at the printing device and holding print jobs in a secure print queue until a user signs in at the printer or MFP, Follow-You Printing prevents recycling bins from filling up with duplicate or unclaimed prints. And by holding jobs until a user is at the printer, Follow-You Printing makes every shared device feel like a personal printer, eliminating the need to equip users who print confidential files with a desktop printer.

A low risk, high reward solution

Equitrac Office SBE is designed to let you deploy a print management strategy at your pace, and to maximize your budget. With just a 10 percent reduction in print volume, most businesses will see full return on investment in just a couple of months. The savings potential grows by three times by using features like Follow-You Printing that immediately contribute to further print volume reductions and reduce the time that users spend printing and IT staff spend to support printing.

Equitrac Office SBE key features

- **Follow-You Printing**— Lets users authenticate at, and print from, any device at any location. Print jobs are only release once a user authenticates, preventing wasted prints and exposure of confidential documents
- **Workstation Client**— Desktop print control to track activity from desktop printers, add billing codes to print jobs for allocation and prompt for login at shared workstations (comes bundled with 10 licenses)
- **Rules & Routing**— Enables print rules that can route prints to the most cost-effective MFP or printer
- **Comprehensive Tracking & Reports**— Accurate accounting of print activity and comprehensive reports help companies centrally track, monitor and manage all print, copy & scan activity company-wide

About Nuance Communications, Inc.

Nuance Communications, Inc. provides technologies, applications and services that make the user experience more compelling by transforming the way people interact with devices and systems. It's document imaging portfolio of print, capture and PDF solutions deliver measureable productivity gains and cost reductions by streamlining how people create, share, store and use office documents. Every day, millions of users and thousands of businesses experience Nuance's proven applications.

To learn more about how Nuance can help you put an end to expensive printing, please visit www.nuance.com

