Digital Job Submission

RICOH

Tackle waste at every step

A centralized production print center with energy-efficient machines can start you off on the right foot toward better sustainability, However, less obvious areas of impact can still go untapped. In order to get the full impact of sustainability, you need to optimize the entire production print process — starting with user job submission. Traditional hardcopy submission forms require paper, toner and energy to produce — but they have a short life span and are quickly discarded after the job is done. At Ricoh, we believe that people, processes and technology need to come together to achieve sustainable business practices. That's why many of our solutions include Digital Job Submission. We can help you build a bridge between energy-efficient output services and the people who need them — with job submission tools that help reduce output-related resource waste.

Simple processes save resources

When it comes to sustainable print practices, ease of use determines how successfully your workforce adopts new ways of doing things. **Web-based Job Submission** gives users a simple platform to request print jobs. The familiarity of a web browser makes it easy to submit digital documents, along with job specifications, to a centralized production center. What's more, you can eliminate the paper and energy used to create hardcopy submission forms.

Check it twice

It's important to get print jobs right the first time. Misprints cost both time and resources to correct, and catching mistakes before they happen can minimize resource abuse. With **Digital Proof** capabilities, you can examine your documents, images, layouts and more — before you spend paper and toner. Once you're happy, submit your print job to the centralized production center with confidence. No more having to throw away jobs that were produced incorrectly due to hardcopy submission form errors.

Energy efficiency at your fingertips

Though individual users may have the best intentions, they are rarely equipped with hardware designed to handle large print jobs while meeting sustainability initiatives. Digital Job Submission gives workers access to the benefits of a centralized production center — with more **Energy Efficient Equipment** than what individual users can access on their own.

Sustainability meets speed

By encouraging the use of a centralized production center, you can virtually eliminate the time users spend producing and finishing documents on slower local equipment. **Faster Processes** lead to more productive workflows — so you can improve the way you work while helping the environment.

Monitor your sustainability

Improving sustainability is an ongoing process — and we can help you track your progress. When you submit a print job digitally, robust monitoring and management software can collect key information and organize it for you. Then, **Decision Making Tools** give you insight into the environmental impact of your printing habits — from the big picture to the smallest details.

Made Possible by Ricoh Technology

Our portfolio of software from Ricoh and industry-leading partners enables effective Digital Job Submission that can benefit your business while helping the environment.

Driving Sustainability for Our Future

Ricoh is committed to supporting the environment through practical energy efficiency, fleet and print optimization, equipment take back and toner recycling programs. Take advantage of our unique sustainability offerings, uncover savings and distinguish your business as a leader…all while driving sustainability for our future.