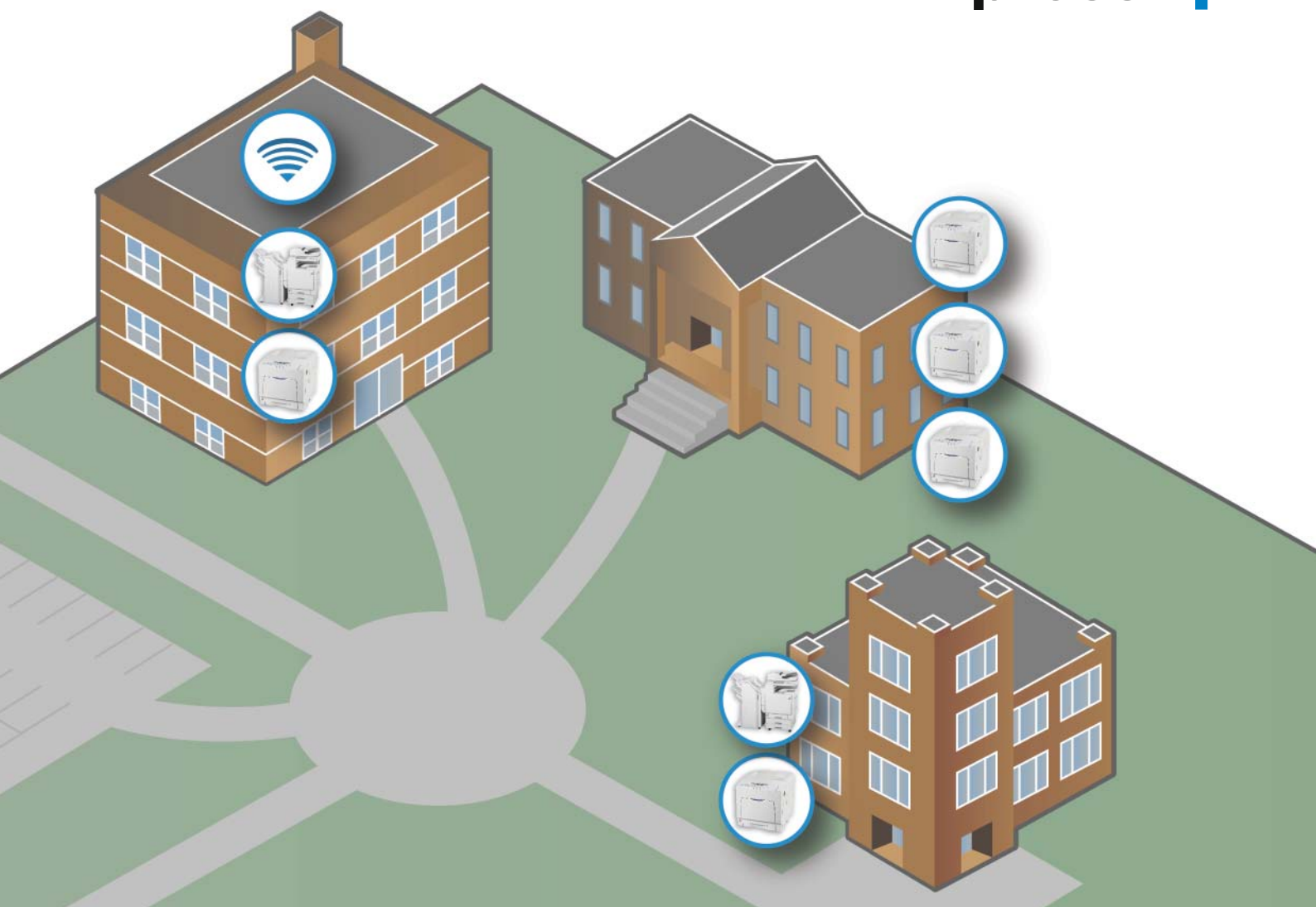


Recover Costs,  
Print Anywhere  
and Reduce Waste

equitrac  
**Express<sup>®</sup> 4**



**RICOH**

Official Partner of Equitrac

a powerful output management  
solution specifically designed to help  
educational institutions regain control  
of campus-wide printing and copying

## Take Control of Your Output Environment

Equitrac Express® enables unprecedented control of the output environment.

Campus-wide printing and copying is a tough activity for any school to manage. Coin boxes let you recoup the cost of copies, but they are expensive to maintain. You want to give students and faculty access to network printing, but without a chargeback mechanism the risk of overuse is high. Security is another challenge, and restricting access to printers is at best inconvenient. At the same time, concerns about environmental sustainability and paper waste are growing.

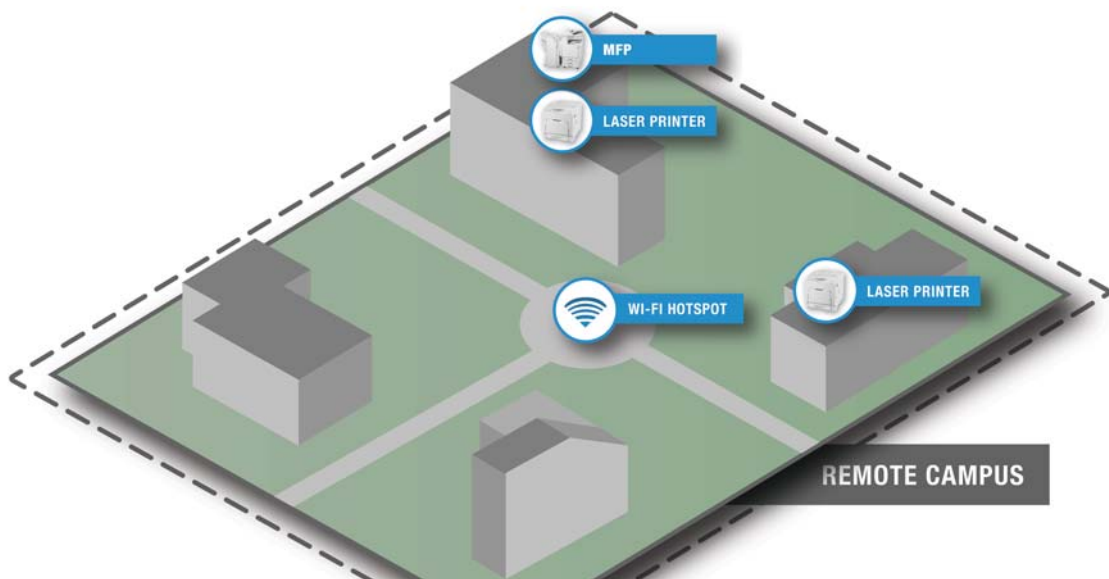
**Equitrac Express** is a powerful and easy-to-use output management solution that takes on all of these challenges at the same time. It is specifically designed to help schools like yours regain control over campus-wide printing and copying, account for and recover costs, ensure convenience without sacrificing security, and encourage responsible printing that minimizes waste.

- **Simple:** One solution keeps track of output from all connected printers and copiers
- **Accurate:** Generate the information you need to perform accurate chargebacks for all print and copy costs
- **Secure:** Follow-You Printing® only releases documents for output after users authenticate at the device
- **Mobile:** Let users send files to print from one location — then pick them up across campus or in another town
- **Green:** Discourage waste and abuse, and enforce rules for output

## Encourage Responsible Printing

Equitrac Express makes it easy to set up campus-wide rules for output and enforce them, consistently and automatically, to promote responsible printing and minimize the waste of paper and toner.

- Set up page quotas for students and faculty
- Use flexible pricing to give students a “spending limit” of free prints
- Charge varying rates for faculty or guests
- Charge extra for any pages over a user’s quota or charge more for colour, encouraging users to print only what they need
- Redirect large jobs (+50 pages) to a high-volume multifunctional product (MFP) or an on-campus print shop
- Eliminate unnecessary printing by allowing users to delete jobs sent in error
- Automatically delete jobs that are abandoned in the print queue, so they are never printed
- Support campus-wide environmental sustainability efforts
- Require monochrome and duplex printing



## Balance Security and Convenience

Equitrac Express uses Follow-You Printing, a unique method of print distribution that enables extremely convenient “anyone, anywhere” printing and significantly improves the security of hard copy documents.

- Holds documents in a secure server and prints them only when users authenticate at the device of their choice via PIN code or campus card
- Prevents exams, evaluations and other confidential documents from sitting unattended in output trays
- Ensures security without restricting devices for faculty- or student-only use
- Enables users to collect print jobs from any device on the network, anywhere on campus — including satellite campuses

## Recover Print and Copy Costs

Equitrac Express does what no other single solution can — track every print and copy job on the network. This helps schools eliminate “free” network printing, reduce total print volume and recover thousands in output costs.

- Enables accurate chargeback to students, faculty, administrators, staff and guests
- Allows chargeback to departments or specific funding sources (e.g. grants)
- Turns a cost driver into a potential new revenue stream
- Works with existing printers, MFPs and copiers
- Adapts to any size fleet, across multiple campus locations
- Enables reliable data collection for fleet management and cost optimization



## Protect Your IT Investment

Equitrac Express is deployed centrally, so it is very easy for any school to manage.

- Integrates easily with Windows®, NetWare, Macintosh and UNIX® environments
- Connects with printers, copiers and MFPs from many manufacturers, so it works with your existing fleet
- Integrates with the most popular campus card systems
- Synchs up automatically with back-end IT systems, pulling changes from existing directories and recognizing when new students or faculty are added
- Provides extensive control while reducing the burden on your IT department

## Learn More Today

Let us show you exactly how Equitrac Express can help your school recover costs, ensure security and convenience, and create a more environmentally friendly output environment. For more details, please contact your local representative.



[www.equitrac.com](http://www.equitrac.com)

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