PrintIQ™ by Office Depot®

Sign Up Today

For Print IQ™ and Receive a FREE Print Assessment to Check the Health of your Printing Environment. Call your account representative for details.

Health Check

Prepared for:

ABC Company

123 Anywhere Street

Anywhere, USA 11111

Together, we'll identify how our world-class Managed Print Services can meet all of your print requirements, create a cost-efficient print environment and impact your bottom line. We can offer:

- A dedicated account team ready to help
- Highly trained, managed print specialists to help ensure maximum productivity
- Professional partnerships with OEM brands
- Best-in-class solutions to save you time and money

Your PrintIQ Health Check

We greatly appreciate the opportunity to review your printing environment. Our process will examine the efficiency of your hardware and also provide an understanding of how much energy, trees and water is consumed by your toner usage each year. Our free PrintIQ Health Check will break down your current fleet and show you how you can lower your supplies cost, improve the productivity of your equipment and reduce the environmental impact of your fleet

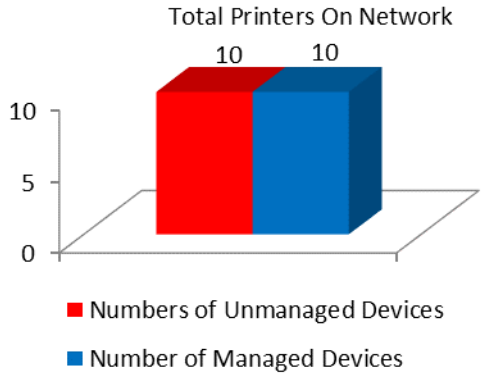
Data used in this Health Check is compiled using remote monitoring software, from the past 30 days.

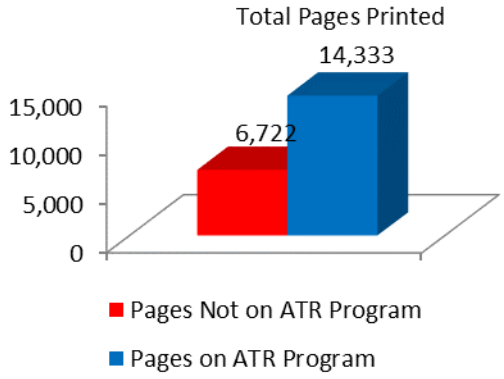
Analysis: Service and Supplies Logistics

Printing Device Management Breakdown

Printing devices can be managed in different ways; networked printers can be managed with remote monitoring software; leased multifunction devices can be managed by a dealer who sold the machine; and devices not connected to the network, such as inkjets and some older printers, are difficult to manage because they may not be capable for remote monitoring.

See below for results in your environment:





Number of Printing Device Models and Supply Types

Out of your 20 networked printing devices, you have of 15 different models. Each section of the chart below represents a single model type.

Percent per device on your network

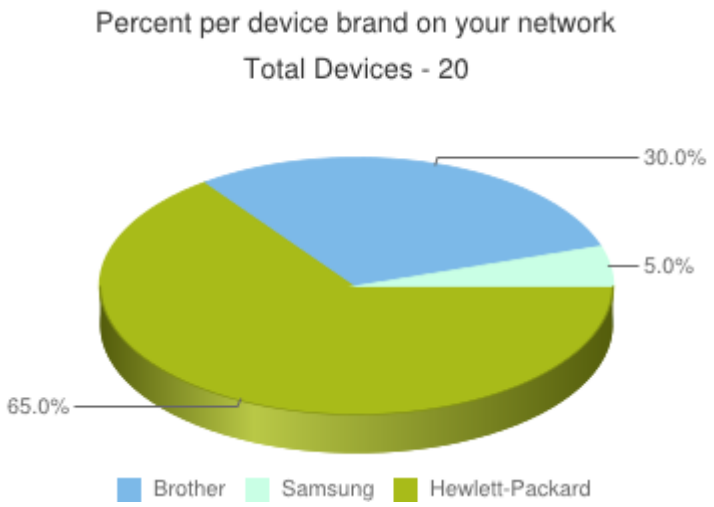
Total Devices - 20

	Brother MFC-8460N (2)	10.0%		HP LaserJet 1320n (1)	5.0%
	HP LaserJet 2430t (2)	10.0%		Brother MFC-J6910DW (1)	5.0%
	HP LaserJet M1212nf (2)	10.0%		Samsung CLP-610ND (1)	5.0%
	Brother MFC-8910DW (2)	10.0%		HP Color LaserJet 3550n (1)	5.0%
	HP LaserJet Pro 400 Printer M401dn (2)	10.0%		HP LaserJet 4350 (1)	5.0%
	HP Color LaserJet 2500 (1)	5.0%		HP LaserJet P3005n (1)	5.0%
	Hewlett-Packard LaserJet 5Si (1)	5.0%		2 Others	10.0%

By using printing devices that use the same supplies, you can reduce the amount of cash tied up in supplies inventory and the amount of storage space required. Office Depot can provide you with just-in-time supplies fulfillment, which can further reduce your inventory requirements and emergency supply orders.

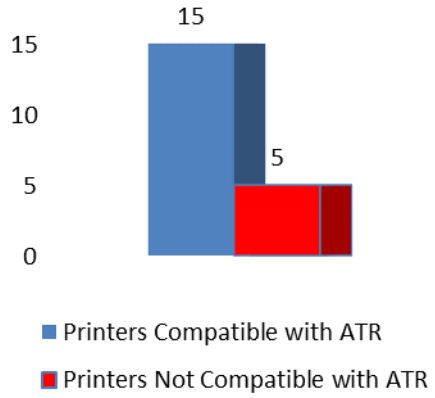
Number of Printing Vendors

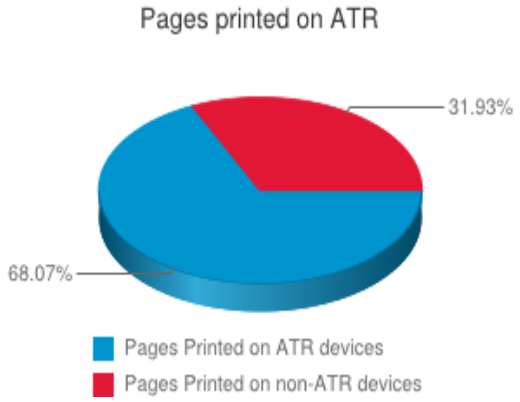
Out of your 20 networked printing devices, you have 3 different vendors. Each section of the chart below represents a single vendor name.



Number of Printing Devices Compatible with Office Depot Print IQ Essentials (ATR)

Out of your 20 networked printing devices, you have 15 that are compatible with Office Depot Print IQ Essentials (ATR) and 5 devices that are not compatible. These non-compatible devices are shown in the fleet attributes section below. A complete list of all devices and their ATR compatibility can be found in the Appendix.





Estimated OEM Toner Costs vs. Compatible Toner Costs

From the review of your toner purchases, you are saving $400 a month by moving from OEM to a compatible toner. Over the next 12 months you can save approximately $4,803. That is a 15% savings for that time period.

You can save an additional $308 over the first month and approximately $3,690 over 12 months by moving to the suggested products on the analysis below. That is a total savings of 24% going forward.

SKU	Item Description	VPN	Units	Sell Price	Net Sales	OD Sku	Usage	Sell Price	Net Sales	Savings
295223	CARTRIDGE,HP LJ Q7553A,BLACK	Q7553A	1			472405	0.4			
347125	TONER,HP 85A,DUAL PACK,BLACK	CE285D	1			652963	2			
385819	TONER,HP 80X,BLACK	CF280X	2			106787	2			
478402	TONER,HIGH YIELD,TN750	TN750	1			252947	1			
566118	TONER,HP CB436,DUAL PACK,BLK	CB436D	1			230275	2			
628137	TONER,TN360,2/PK,BLACK	TN360-2PK	3			699486	6			
689028	INK,BROTHER LC75,HY,BLACK	LC75BKS	1			118429	1			
692050	TONER,HIGH YIELD,TN-360,BLACK	TN360	1			699486	1			
869881	CARTRIDGE,HP,LJ,C7115X,ULTRA	C7115X	1			434017	1			
986592	TONER,LASER,HIGH CAP,TN580,BLK	TN580	2			699558	2			
774465	TONER,BROTHER,HIGH YIELD,BLACK	TN650	1			699567	1			
695769	TONER,BROTHER TN450,HY,BLACK	TN450	1			228253	1			
					$ -				$ -	$ -
SKU	**Item Description**	**VPN**	**Units**	**Sell Price**	**Net Sales**	**OD Sku**	**Usage**	**Sell Price**	**Net Sales**	**Savings**
118276	TONER,REPLACE HP CE285A,JUMBO	OD85EHY	1			231939	1.4			
395589	OD BRAND REMAN CTG HP3500 YEL	OD72AY	1			197173	1			
395617	OD Brand Reman Ctg HP3500 Mag	OD73AM	1			197569	1			
502654	toner,reman,od,2420hy	OD11X	1			975392	1			
699486	TONER,REPLACE BRO TN360,BLACK	ODTN360	1			692050	1			
774465	TONER,BROTHER,HIGH YIELD,BLACK	TN650	1			699567	1			
784563	TONER,RPLACE,HP,Q7551X,UHY,BLK	OD51EHY	1			115036	1.5			
					$0.00				**$0.00**	**$0.00**

Analysis: Printing Hardware Usage

Hardware Utilization and Capacity

Ideally, you should have the minimum amount of printing hardware required to meet your print demand while maintaining user productivity. Based on information collected with our monitoring software, we detected the following number of networked printers and have estimated your average page volumes:

Number of networked printing devices	20
Average number of total printed pages, per month	21,055
Average number of pages per device, per month	1,053

A good measure of the recommended maximum monthly page volume for a printing device is the manufacturer's stated yield of a single print cartridge. In essence, you should not have to change the same toner cartridge more than once per month under normal printing coverage. Using this definition of maximum monthly page volume, the total capacity of your printing fleet is the sum of the maximum page volumes for all of your printing devices. The closer you are to printing at maximum capacity, the more return you are getting on your printing assets. Most companies find that they have more printing hardware than they need. The following chart displays your estimated monthly page volume compared to your maximum monthly page capacity.

Underused and Overused Devices

Currently, 20% of your printing devices are printing less than one quarter of our recommended monthly print volume, and 0% are printing above our recommended monthly print volume. Our recommended monthly print volumes are equal to the manufacturer's stated yield for a single print cartridge (for monochrome devices, the black cartridge, and for color devices, a single color cartridge unless the device is not being used for color).

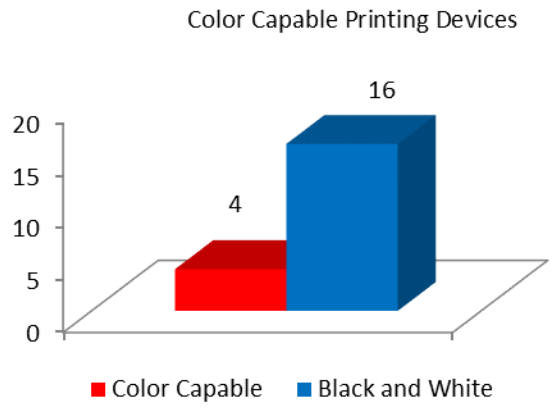
Underused printing devices can be consolidated or retired to free up floor and desk space, reduce the amount of cash held in unused supplies inventory, and reduce the energy costs associated with powering underused machines. Devices printing fewer than 250 pages per month are likely performing less than 3 print jobs per day, and that volume can easily be accommodated by any nearby device.

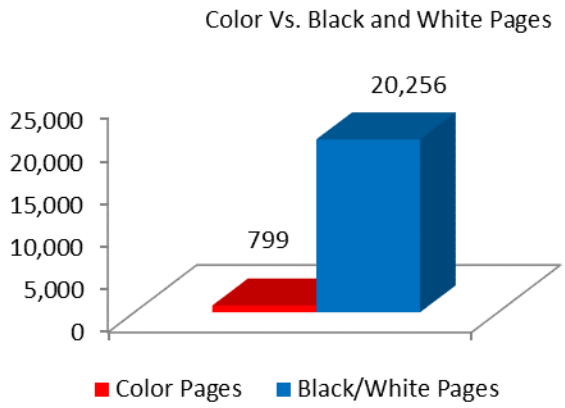
Overused printing devices risk having more frequent breakdowns and should have a portion of their print volumes moved to underused printers, or they can be replaced with higher-capacity machines. As an example, small print devices can have paper trays of fewer than 250 pages, and may result in several paper tray changes per day which can lead to user frustration and machine failure.

Description	IP Address	Serial Number	AMPV	Recommended Monthly Volume	Utilization Percentage
HP LaserJet Professional M1212nf MFP			1,325	1,600	82.8%
HP LaserJet 400 M401dn			1,233	3,000	41.1%
Brother MFC-J6910DW			627	2,400	26.1%
Brother MFC-8460N			1,694	7,000	24.2%
HP LaserJet P4015			5,762	24,000	24.0%
HP LaserJet 400 M401dn			1,560	6,900	22.6%
Brother MFC-7360N			536	2,600	20.6%
hp LaserJet 2430			1,028	5,000	20.6%
hp LaserJet 4350			2,036	10,000	20.4%
hp LaserJet 1320 series			889	6,000	14.8%
Brother MFC-8670DN			452	3,500	12.9%
Brother MFC-8460N			605	7,000	8.6%
HP LaserJet P3005			1,099	13,000	8.5%
HP LaserJet 5Si			1,092	15,000	7.3%
Brother MFC-8910DW			517	8,000	6.5%
HP LaserJet 200 colorMFP M276nw			146	2,400	6.1%
Samsung CLP-610 Series			277	5,500	5.0%
hp color LaserJet 3550			144	6,000	2.4%
HP LaserJet Professional P1102w			34	1,600	2.1%
hp LaserJet 2430			0	12,000	0.0%

Color Usage

You currently have 4 color printing devices that print a monthly average of 799 color pages per month, which is 3.80% of your total monthly print volume.





The following are the most expensive color devices currently in your fleet:

Device Name	Serial No.	% of Monthly Cost	Monthly Color Volume	Color CPP	Estimated Monthly Cost
Brother MFC-J6910DW	U62727B2F431054	1.71%	543		
HP Color LaserJet 3550n	U62727B2F431054	0.83%	144		
HP Color LaserJet 2500	U62727B2F431054	0.56%	112		

In general, printing in color is more expensive than printing in monochrome. The ideal amount of color usage depends on your printing needs, but the use of color in important documents can enhance your company's professional image, improve comprehension and increase readership.

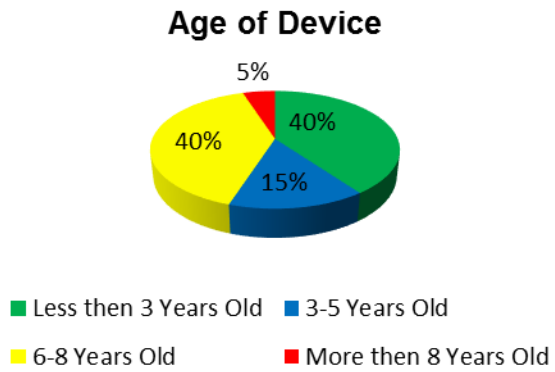
Office Depot can help you track your color printing and provide low-cost color hardware options.

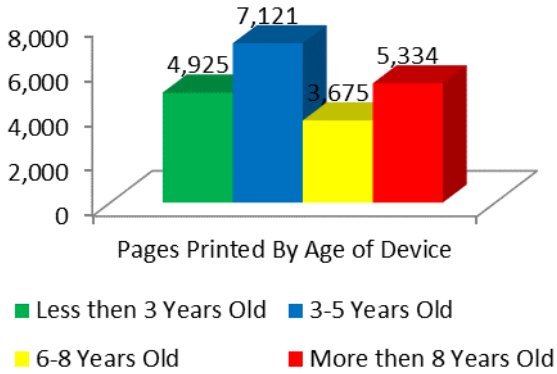
Analysis: Technology Reliability and User Productivity

Age of Printing Devices

We estimate the average age of your printing devices is 4.8 year(s); a good industry average is 3 years. Devices over 5 years old receive, on average, one repair per year.

The breakdown of the age of your printing devices is shown above.

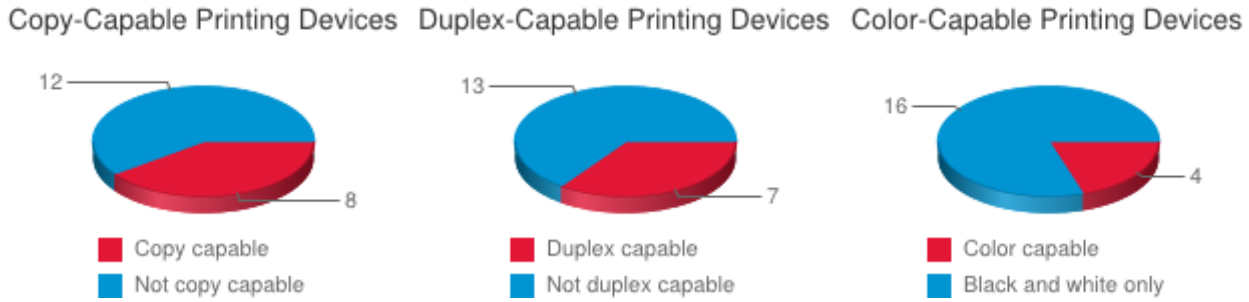




Technology Features and Functionalities

The ability to scan and fax documents from convenient locations helps to improve document workflow and productivity, and scanning can also help reduce the number of pages printed. Color printing capabilities are beneficial if you are generating client-facing or other important documents in-house.

The charts below show the percentage of your printing devices that are capable of copying, duplex printing, and color printing.



If you are in need of additional features and functionality to improve workflow and print quality, Office Depot has a variety of printing devices that can meet your specific business needs. If you already have capable equipment, we can manage the printing assets you have.

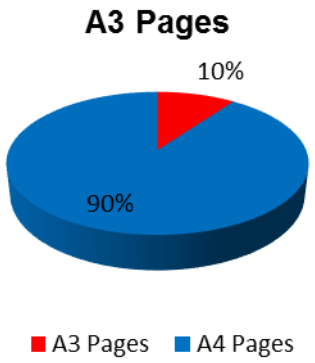
A3 Functionality

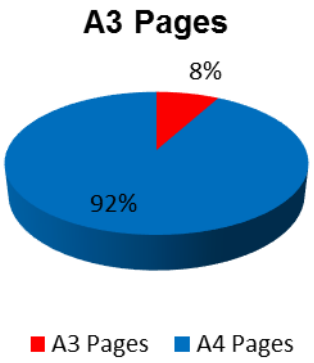
Do you have too much invested in larger, more expensive hardware? Many Centralized MFP's are built for large volumes, in excess of 10,000 pages per month. In addition, they can print on larger paper sizes such as A3 (11 x 17 inch) formats. This section outlines the number of A3 Compatible devices you have.

You currently have X devices in your fleet, and of those, X1 (total number of A3 devices) are A3 Compatible. Of the (total AMPV number of pages printed) total pages printed. (Total number of A3 pages) are A3 pages, or (percentage of Y1/Y). You should also consider A3 devices where AMPV's are low as candidates for replacement or movement.

The following are A3 designated devices with a low page volume. Going forward we can look at moving from A3 back to A4 to save you money.

Device Name	Serial No.	Average Monthly Volume	Average Monthly A3 Volume





Analysis: Environmental Impact

Forest and Water Consumption

Did you know that it takes one average-sized tree to produce 7,800 pages of standard 20lb office paper? Paper production also uses a tremendous amount of water and other solvents to produce traditional white copy paper. Based on your annual page volume we estimate the following tree and water requirements to produce documents for ABC Company:

32 trees

30,743 gallons water

Energy Consumption

You are currently using an estimated average of 884 kilowatt hours (kWh) per month to operate printing devices at an estimated monthly cost of $88, assuming a cost of $0.10 per kWh.

The following lists the devices with the highest average power consumption per month.

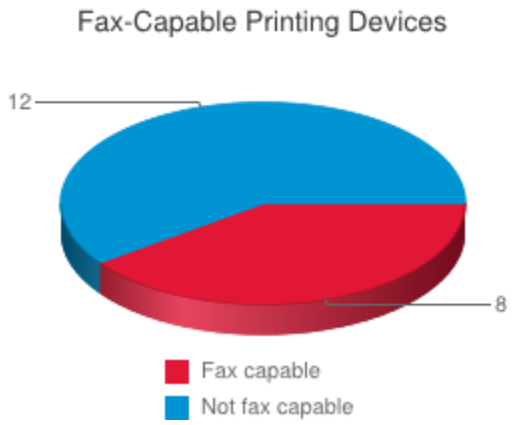
High Risk Devices	Serial No.	Avg. kWh Consumption Per Month Count	Avg. Power Cost per Month
Hewlett-Packard LaserJet 5Si		124 kWh	$12.39
Hewlett-Packard LaserJet P4015tn		108 kWh	$10.80
Brother MFC-7360N		63 kWh	$6.30

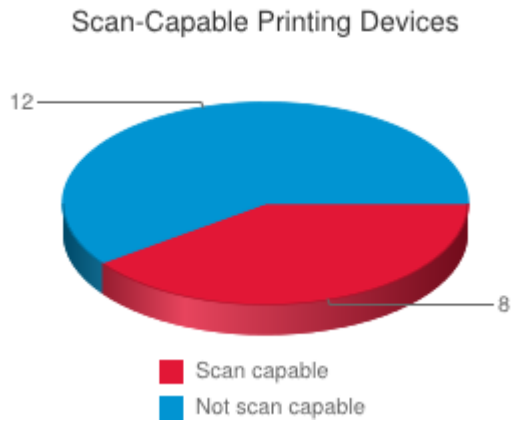
Green Features: Duplex Printing and Scanning

If you printed every document on both sides of the page, you could use up to 50% less paper than you would by only printing on one side. You could further reduce your paper consumption by using a scanner and e-mailing documents instead of printing copies for distribution.

By printing 25% more documents on both sides of the page than you are now, you could save 8 trees and 7,686 gallons of water used in paper production per year.

The following charts show how many of your printing devices have duplex printing and scanning capabilities:





Device Name	Serial Number	Avg. Monthly Volume	Avg. Monthly Scan Pages	Avg. Monthly Faxed Pages

Fleet Attributes

The following provides a summary of your existing printing devices.

Devices compatible with Office Depot Print IQ Essentials (ATR)

Manufacturer	Age of Printer	IP Address	Serial	AMPV	Status	Office Depot ATR Compatible
HP Color LaserJet 3550n	9			144	Managed	Yes
HP Color LaserJet 2500	11			146	Managed	Yes
HP LaserJet 2430t	9			0	Managed	Yes
HP LaserJet 2430t	9			1028	Managed	Yes
HP LaserJet Pro 400 Printer M401dn	1			1560	Managed	Yes
HP LaserJet Pro 400 Printer M401dn	1			1233	Managed	Yes
HP LaserJet 4350	9			2036	Managed	Yes
HP LaserJet P3005n	7			1099	Managed	Yes
HP LaserJet P4015tn	5			5762	Managed	Yes
HP LaserJet M1212nf	3			1325	Managed	Yes
Brother MFC-7360N	2			536	Unmanaged	Yes
Brother Brother MFC-8910DW	1			517	Unmanaged	Yes
HP LaserJet 1320n	9			889	Unmanaged	Yes
HP LaserJet M1212nf	3			34	Unmanaged	Yes
Samsung CLP-610ND	6			277	Unmanaged	Yes

Devices not compatible with Office Depot Print IQ Essentials (ATR)

Manufacturer	Age of Printer	IP Address	Serial	AMPV	Status	Office Depot ATR Compatible
HP LaserJet 5Si	18			1092	Unmanaged	No
Brother MFC-8460N	7			605	Unmanaged	Yes
Brother MFC-8460N	7			1694	Unmanaged	Yes
Brother MFC-J6910DW	2			627	Unmanaged	Yes
Brother MFC-8670DN	1			452	Unmanaged	Yes

Old Devices

Manufacturer	Age of Printer	IP Address	Serial	AMPV	Status	Office Depot ATR Compatible
HP LaserJet 5Si	18			1092	Unmanaged	No
HP Color LaserJet 2500	11			146	Managed	Yes
HP Color LaserJet 3550n	9			144	Managed	Yes
HP LaserJet 2430t	9			0	Managed	Yes
HP LaserJet 2430t	9			1028	Managed	Yes
HP LaserJet 4350	9			2036	Managed	Yes
HP LaserJet 1320n	9			889	Unmanaged	Yes
HP LaserJet P3005n	7			1099	Managed	Yes
Brother MFC-8460N	7			605	Unmanaged	Yes
Brother MFC-8460N	7			1694	Unmanaged	Yes
Samsung CLP-610ND	6			277	Unmanaged	Yes

Next Steps

1. Financial: Review your toner usage and costs, and whether you can switch any of your OEM toners to Office Depot's compatible toners.
2. Environmental: Review how many pages you are printing on both sides of the paper, and consider how much you could decrease your environmental impact by printing more on both sides.
3. Hardware Usage: Review your devices to see where some of your page volumes could be shifted to other devices, a review of your A3 printing, and which devices could be replaced, removed or downsized from your fleet.
4. MPS: Consider a managed print program that will allow your printing devices to be remotely managed with a set cost per page, saving you time and money and allowing you to focus more on your business.

Whether you are looking for a comprehensive managed print services plan that includes new equipment, or are looking for assistance in maintaining your existing printer fleet, we can design a solution that meets your specific business needs. Let us take care of your print so you can get back to business.

1-855-OD-GO-MPS

1-855-634-6677

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