

# Output Management Assessment from LRS

**Paperless office? The world is still waiting. Printer costs drop – consumable costs rise. After years of trimming IT expenses, many organizations are still overlooking a huge source of potential savings. Namely, the cost of inefficient document delivery and its impact on critical business processes.**

Levi, Ray & Shoup, Inc. (LRS®) is harnessing the knowledge gained over 30 years of providing output management solutions to help companies streamline their output processes and find ways to decrease costs.

## Isolated Project vs. Big Picture

Industry analysts and IT organizations alike have identified output as a large untapped source of IT savings. However, most corporate efforts to reap this low-hanging fruit take the form of small, isolated projects. As such, many organizations fail to maximize their savings and other benefits.

*“...Businesses will continue to spend between one and three percent of their revenues on document output. There is a tremendous amount of money at stake here...”*

– Gartner, Inc.

companies leverage these solutions to save costs, increase efficiencies, and address security concerns.

This knowledge, combined with more than a quarter century of front-line consulting experience, makes up the core of our Output Management Assessment (OMA) offering.

## Analysis → Knowledge → Savings

The hardest part in identifying savings is knowing where to look first. Our team of Enterprise Output Management consultants works with stakeholders in your company to target the document-related processes and systems most likely to yield cost savings.

Using a well-defined information gathering process, the LRS team works with your staff to uncover vital information, formulate practical recommendations, and present our findings in a clear, unambiguous manner.

## The LRS Difference

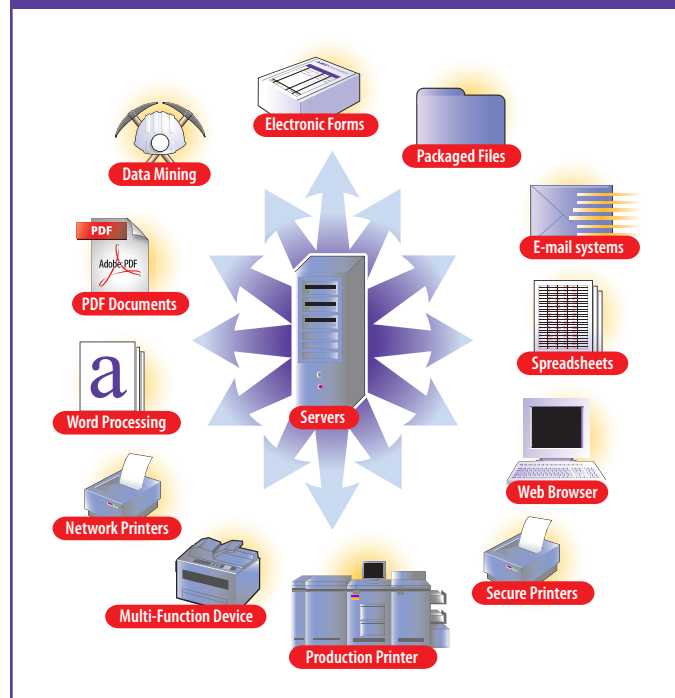
Given the potential to uncover output-related savings, why choose LRS? Because our team is:

**Experienced:** We have devoted more than 30 years to both output management and consulting services.

**Hardware Independent:** Our recommendations are geared toward identifying savings, not selling hardware.

**Skilled in Output Management Best Practices:** Through contact with customers, analysts, and other vendors, we know what has worked best in the past — and what the future has in store.

## What is covered by Output Management?



# Real Experience, Real Results

LRS recently conducted an Output Management Assessment for an Illinois-based insurance provider. The goal: identify areas for improving efficiency and lowering costs.

The company had already outsourced much of its printing and deployed several document viewing/archiving packages. A “view first then print” policy was already in place to decrease overall print volumes. Unfortunately, the company had little idea of how much output end users were still manually printing to distributed devices.

After evaluating the customer’s environment, LRS identified areas for cost savings and efficiency gains. The LRS team’s recommendations included:

- Consolidating three separate document archiving systems into a single web-based solution
- Eliminating many unused reports with the help of common logging tools
- Implementing accounting software to identify users and applications that send excessive print volumes to remote office printers



## What we do. How we do it.

### **Project Initiation**

During an onsite meeting, experts from LRS meet with customer stakeholders to identify a key business area or application for assessment.

LRS and customer staff create assessment objectives and form a high-level project plan.

### **Discovery**

LRS gains detailed knowledge of the output created by the application and business unit being studied, as well as the associated business processes.

Information is collected from application developers, IT personnel, the print or distribution center, business area managers, and business end users.

### **Analysis of findings**

LRS project team reviews and evaluates data collected in earlier phases.

LRS systems engineers specialized in output management identify specific business processes and/or technical areas for improvement, then create a set of actionable recommendations.

### **Recommendations**

LRS meets with your team for a formal presentation of findings and recommendations, which may include a Financial Impact Report.

When appropriate, LRS can also provide resources to help companies act upon these recommendations.



To find out more about the OMA offering from Levi, Ray & Shoup, Inc. or to speak to a marketing representative, call 217-793-3800 or visit us at [www.VPS.com](http://www.VPS.com).