



Complete Managed Print

Taking care of all your printing needs

Complete I.T. have recently partnered with Sharp Business Systems. This strategic partnership will see Complete I.T. continue to operate independently, working with our clients in exactly the same way.

First and foremost, continuing to strengthen and build relationships with our existing clients, and helping you to use technology in the smartest and safest way. This partnership deepens our technical resources and expertise, and allows us to further enhance our technology offerings, providing us access to exciting new products and technologies which will benefit you.

What is a Managed Print Service?

Managed Print Services is a bespoke photocopier and printer service that gives companies greater visibility and

control over their printers or photocopiers, helping to boost productivity, saving you time and money.

Printing can equal as much as 15% of a business's annual spend, as it includes:

- Printed pages by workers
- The cost of purchasing/leasing office printers including: printers, scanners, photocopiers, multifunctional printers, fax machines etc.
- IT support & engineer service and maintenance
- Any additional print management software
- Consumables including: ink, toner, paper, staples etc.
- The electricity used to run these devices
- Outsourced printing



The overarching aim of any Managed Print Service is to employ a centralised approach that eliminates unnecessary administration, keeps costs to a minimum and improves productivity. But print services can (and should) vary according to the needs of your organisation. We would start with a thorough assessment of your immediate needs and work with you to define and implement a strategy to support your business needs.

Bespoke print services

Although every organisation is different, everyone can work more effectively if they have quick and easy access to the equipment that best fits their printing, scanning, copying and document management needs, and when the user experience is simple.

So as well as analysing your print spend, we will look much deeper into how you actually work with documents. We'll determine whether there are printers or Multi-Function Printers (MFPs) that are either under-used (limiting the return on investment) or over-used (which reduces reliability). We will give you advice on the printers that would benefit you and whether the printers you are using are right for your organisation. We will look into who is using your printers, for what purpose, and how much waste there is.

Once we have analysed your current print usage and your future needs, we will identify the correct solution for your organisation and discuss these with you.

Working the way that's best for you

As with all Complete I.T. services and solutions, we know there is no one size fits all, so all components of our Managed Print Services are completely configurable and can be changed at any time to suit your needs. So however you like to work, and whether you have just a few printers or a full fleet, our Managed Print Services will help your teams to work smarter and safer whilst saving your business money and giving you greater visibility into your business print habits.

Keeping you on track

To ensure you know that your Managed Print Service is performing as expected we will provide you with quarterly reports in an easy-to-understand format with precise facts and figures. What's more, if something can be improved – by adopting new workflows or replacing ageing equipment, for example, we'll show you how and help you do it.

Why Complete Managed Print?

- Sharp's Managed Printers help create a more comfortable, less stressful work environment - user-friendly features allow easy operation for everyone in the workplace.
- Intuitive touch screen controls ensure ready access to high-performance document functions.
- The Home screen can be customised for individual users by programming their most frequently used functions and settings.
- The Enlarge Display mode brings added readability. A range of screen colours and languages can also be chosen.
- No need for you to engage with third parties, we do that for you.
- Configure your reports to understand and manage your print needs, ultimately saving your organisation money.

