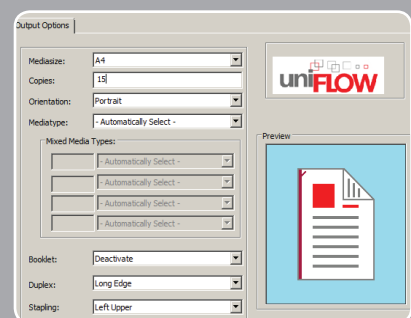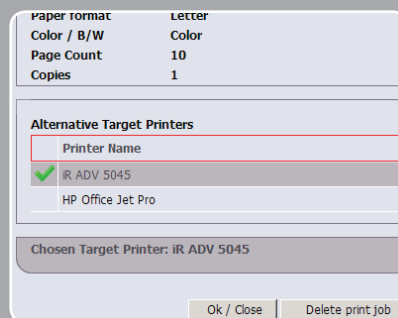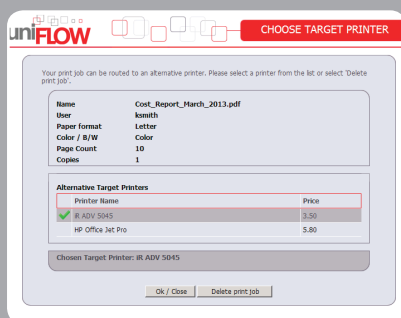# Automatically choose the best Device for the Job:
Rules & Routing Module

Printing to a local desktop printer may be convenient for the user but it probably won't be the most cost effective solution for the organization. uniFLOW can help the IT department regain control of the printing infrastructure by defining a printing policy for the organization and applying rules to jobs before they are printed. Jobs matching the rules can be changed, moved automatically to a cheaper printer or even deleted.

Interactive Rules

uniFLOW can process rules either automatically or by showing a prompt to the user and allowing them to choose the most appropriate action. By showing an interactive prompt, users can be educated as to why a particular print job is being changed and therefore they can change their behavior in future. Interactive routing prompts can, for example, show the user a list of different printers to route the job to, together with the prices that will be charged for each selection.

Route to the cheapest Device

The most convenient printer to the user may not be the most cost effective. uniFLOW can route jobs directly to another printer, to a secure print queue or, for very large jobs, to the in-house print room with all cost savings made stored in the database for later reporting. As well as selecting rules such as for specific jobs, administrators can select what should happen if a certain printer is offline. Should the jobs be automatically routed to the next closest device or should the user be prompted where it should be printed?

Change the Job

As well as being able to route to most cost effective printers, uniFLOW can change how the job will be printed on the device. Jobs from certain applications, such as emails, can be forced to print in black-and-white while large jobs can be made to be double-sided. These job changes can be automatic or a prompt shown to the user to allow them to choose. Similar to routing a job to a new printer, the user can see the price difference between accepting the change to their job or leaving the default settings.

User prints 120 color pages

The uniFLOW server routes the job automatically to the cheapest device

MFP

SFP

Features & Benefits

Multiple Rule Options – Each printer can have its own set of rules on how jobs should be handled. Rules can also be set to apply only to a certain group of users or at a specified time of day or day of the week allowing complete flexibility for the IT department.

Automatic or interactive – Rules can either be enforced automatically on jobs or the user prompted to make the changes themselves allowing organizations to follow their own internal company culture to ensure maximum acceptance by the users.

Change Job Properties – The way jobs will be printed can be controlled by uniFLOW. Any emails can be automatically changed to print in black-and-white, for example, enforcing a company policy to reduce unnecessary costs.

Keep Cost under Control – Moving jobs to the most appropriate device can help organizations to keep their costs under control by printing smarter rather than simply blocking jobs. All cost savings can be shown in the standard uniFLOW reports.

Create Cost Awareness – Often users are not aware of the cost of printing. By showing them the cost of the individual printers, uniFLOW can help to create awareness of the costs involved in printing: Awareness being the first step in influencing their future behavior.

Bring Volume to the internal Print Room – Large jobs can be automatically rerouted from office MFDs to the organization's internal print room. When routed, a pre-filled job ticket is automatically displayed allowing the user to make any changes on how they want their job routed.