

Manage and control printing and copying



EasyReport 4.0

With the affordability of colour printing and the widespread use of multifunction printers (MFPs), organisations are adding more printers to their networks and printing more. While printing has become a vital part of any business, uncontrolled usage may lead to rising cost. It is imperative that organisations know the status of each printer and its usage by department and user.

Real time status reports by printer would help you know how each printer is being used, whether every printer is used optimally, and the volume of printing per person or department. Such a solution would give you a better overview and management of your printing resources and cost.

EasyReport 4.0 is an affordable solution that helps you efficiently manage and control your HP LaserJet printers and MFPs by monitoring each printer's output in real time. With quota allocation – by mono and colour printing – to each user, you will enjoy cost savings and prevent printing abuse.

Easy to install, set up and use, the software also generates useful graphical reports for analysis and planning so that you can even proactively order supplies and replacement parts. It improves efficiency of printers and helps you optimise printer deployment and workload.

By adding the optional EasyReport CR module, you can track copying, faxing and email jobs done on HP MFPs. Authentication of copying is by user id and password.

Ensures better management of printing with the use of EasyReport 4.0, an excellent printing management tool in network-based environment.

How it works

Capable of running on various operating systems, the software monitors network printers which are connected in the printer server. It scans print jobs in the system, communicates with network printers, and compiles detailed information on printer usage.

The administrator can register users and printers which can be monitored on EasyReport 4.0.

Based on the setting of cost per page, quota of mono and colour printing and other options, the software analyses print jobs and generates graphical reports of printer usage.



Key features

- Easy set up and installation.
- Monitors, tracks and reports all network printer activities.
- Allocates quota (mono and colour printing) to individual users.
- Sends email alerts and pop-up messages via Windows Messenger when users exceed pre-defined quota.
- Provides accurate information for a job (owner, computer name, paper size, colour/mono).
- Provides coverage consumption for printed jobs.
- Reports printer usage based on costs and printed pages on the network printers.
- Exports data to different file formats (MS Word, Excel, RTF, etc)

- Optional module tracks copying, faxing and email jobs on HP MFPs.
- Authenticates copying usage by user id and password.

Specifications

- Basic version consists of EasyReport Server, supporting maximum of 100 users with no limitation of printers.
- Hardware requirements of EasyReport Server is Pentium 3 (or higher), 168 MB RAM,
- 500 MB free hard disk space
- OS requirements are Windows NT 4.0 SP4 or higher, Windows 2000, Windows2003.
- Supports HP LaserJet 4200/4250/4300/4350/9000/9050. HP Color LaserJet 4600/4650/5500/5550/9500. HP MFP 4345/9050/9040/9050/9500.

Key benefits

- Better plan printer usage and placement through analysis and graphical reports
- Tighter control of colour printing usage
- Manages print cost through quota setting
- Forecasts printer status and required supplies and replacement parts
- Cuts down unforeseen expenses
- Optimises printing environment through efficient printer distribution
- Tracks copying/faxing/email jobs for better all-round printer management (with optional module)

Areas of application

- Financial manager
 - Controls total cost of ownership
 - Manages cost of printing and charge to customers
 - Saves cost by identifying and replacing inefficient printer
- IT manager
 - Effective arrangement of network printers
 - Controls colour printing usage
 - Justifies printer purchases
 - Consolidates statistics for usages of network printers
- Purchasing manager
 - Forecasts the supplies such as toner and paper
 - Allocates in budget the cost for printer, toner and paper

For further information on HP printing solutions, please visit www.hp.com/apac/gsc

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