

Rules And Routing

Automatically choose the best device for the job

IT departments in organisations spend considerable time planning the print infrastructure for the users. Different output devices are purchased for different departmental needs and positioned where most convenient. Unfortunately, this hard work is often undermined by the users who just print to the closest device, regardless of the job size or output requirements. If the closest printer is a colour device, then every job will be in colour even if the colour is not necessary, for example if printing emails.

uniFLOW can help the IT department regain control of the printing infrastructure by applying “rules” to jobs before they are printed. If a job from a user matches a rule, then it can be automatically moved to a more appropriate printer or deleted.

The user can be shown a list of suitable printers located nearby, together with the costs of printing the job to each device. The user can then make an informed decision on which device to choose. The administrator can determine that the cheapest printer is automatically selected, meaning the user has to choose deliberately to keep the job on the more expensive device. Any savings made by following the recommendations can be stored in the database for later reporting¹. Likewise, users who continually ignore the suggestions and always choose the most expensive printer can also be monitored¹.

Each printer can have its own set of rules that can be applied on multiple criteria, such as the total number of pages, whether the job contains colour or the application used to send the print job. 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.

The Rules and Routing module can detect the status of the printer, automatically routing jobs to the closest device, or a secure print queue², if the originally selected device cannot print, for example, because it is out of paper or toner.

Used in combination with the uniFLOW Universal Driver, jobs can easily be routed between different devices, safe in the knowledge that the job will always be printed as expected. The attributes of the job can be changed by a rule to enforce policy restrictions. For example, a rule can be created to ensure emails are only printed in black and white or jobs over a certain size are always printed double-sided.

Advantages of using uniFLOW

- ❑ An integrated solution with functions including print/copy accounting, secure printing, job routing and document capture
- ❑ A modular system allowing it to be configured specifically to address the needs of your business

Advantages of using the Rules and Routing Module

- ❑ Route the print job to the most appropriate device
- ❑ Multiple routing rules can be set per printer
- ❑ Rules can apply automatically or require a user to confirm before the job is processed
- ❑ Change how the job is printed, for example, force to black and white, once rules are matched
- ❑ Savings made from routing can be stored in the database for later reporting¹
- ❑ Ensures that users are aware of the costs involved with printing

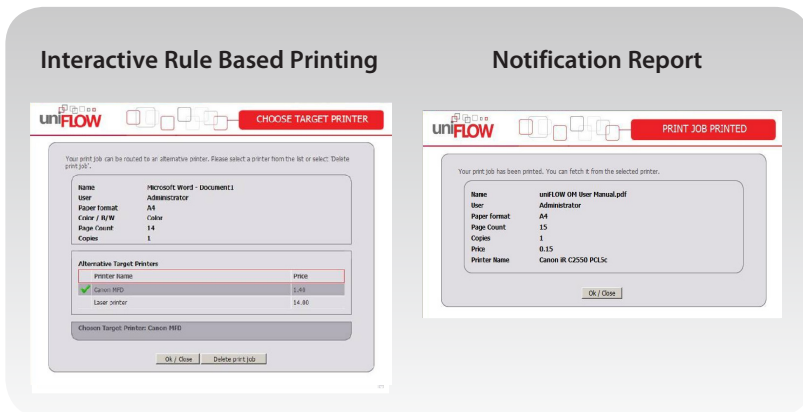
¹ Features require the Statistics module

² Features require the Secure Printing module

³ Features require the Desktop Printing module

Rules and Routing

Ensure the job is printed on the most appropriate device



Rules and Routing functionality

General Features

- Allows print jobs to be moved to another device depending on certain conditions set by the administrator
- Jobs can be moved automatically (i.e. without asking the user first) or interactively (i.e. getting the user to choose first)
- Notification of the job routing can be sent to user via web pop-up and/or email
- Ability to route jobs to a secure print queue²
- Ability to route jobs from one networked printer to another
- Ability to route jobs from a locally attached desktop printer to a networked printer³
- Savings made from routing jobs can be stored in the database for later reporting¹
- Potential savings from routing jobs to the cheapest device can be stored in the database for later reporting¹
- Users who ignore the routing advice and keep printing to the most expensive printers can be tracked¹
- Ability to change Universal Driver job attributes when a rule is matched

Routing Criteria

- Cost of job
- Job name
- Total pages in job
- Number of copies
- Number of pages
- Job contains colour
- Job is printed single sided
- Originating PC name
- Time of day
- Size (in bytes)
- Printer status

Required software and modules

- ❑ uniFLOW Basic License (WE, BE, CE, EE)
- ❑ The rules and routing features require the Rules and Routing Module

Software Operating System uniFLOW server

- ❑ Windows 2000/2003/2008
- ❑ Internet Information Server 5.0 (2000), 6.0 (2003), 7.0 (2008)
- ❑ Internet Explorer 5.5 or higher (Internet Explorer 7 recommended)

Software Operating System uniFLOW client (optional)

- ❑ Windows NT/2000/XP/2003/Vista
- ❑ Internet Explorer 5.5 or higher
- ❑ Macintosh MacOS 9.1, 9.2, 10.x