

Print Management

Take Charge

Lower your
printing costs!

Reduce
inventory!

Streamline
scheduling!

Improve
cash flow!

Once limited to only Fortune 500® Companies, Print Management (or Forms Management) is now a service that any business with a continuous flow of printed items requiring frequent reprints should employ in order to take advantage of savings from hidden costs. Do you know which specifications define print items as similar? That combining orders of seemingly different items can lower the cost of printing? Do you know which specifications are important in laser-cut, multi-part, or 4-color work to get the most value out of a printer? It takes focused education and/or years of specialized experience to acquire the broad knowledge of the processes in printing needed. The cost of maintaining staff with this qualification in-house can be budget-breaking; not having them can be wasteful.

IDS® staff members come almost exclusively from the print industry. Each IDS® representative has been chosen for their unique contribution to the IDS® staff. Our Certified Document Consultants provide their unique knowledge of the design, pre-press, printing, binding, and other processes to recommend the most cost-effective way of achieving a desired product. Account Representatives working closely with your company agents will create an efficient system to handle all of your print production, warehousing, and distribution needs. Customer Service Representatives are charged with the administration duties over every product for a company as well as communication between what can be a large

group of involved parties. Working with each other and the rest of the trained staff insures that the solution to your print management needs will be thoroughly explored.

Print Management also employs the Warehousing and Distribution services IDS® offers. Knowing what is available in inventory and the average usage of each item provides the information needed to predict product needs. When this knowledge of company product flow is expanded to each department or cost-center a very detailed picture emerges. This information shows the full complexity of a company's requirements.

IDS® recently deployed a newer and more sophisticated computer database solution that is used to capture this data in even greater detail. It also is used to create meaningful reports that are then analyzed to uncover every possible cost and time savings. Integrating everything that transpires, from order entry to item specification, from production to invoicing and even a distributed department or cost-center analysis can mean a reduction in your accounting expenses.

We are also concerned that items be produced on a JIT (just in time) basis whenever possible, thereby reducing the storage fees and costs created by the destruction of obsolete product.

Benefits of Print Management

Some items that benefit best from Print Management:

Agreements and Contracts

Sales literature

Labels and shipping materials

Member/Franchise materials

Prolonged marketing campaigns

Order fulfillment

Company Stationary

Invoices, Statements etc.

Companies that benefit from Print Management

Banks and other Financial Institutions

Hospitals & Clinics

Manufacturers

Retail Operations

Government Agencies

Insurance Companies and Agencies

Any company with multiple print items that are reproduced often

Any company with multiple departments, locations and/or cost centers