



Fleet Optimization Guide

This guide provides methods to reduce the overall cost of your print fleet, improve manageability and gain efficiency.

1. Overview

Optimizing your print fleet should be a regular process to ensure that your print capabilities match the ever-changing business climate. For example, it would be inefficient to use six desktop printers where one, shared multi-function printer (MFP) would perform better. It would also be counter-productive to consistently run a printer above its recommended monthly duty cycle (the equivalent of running your car's engine in the red-line on a daily basis).

Making a detailed analysis of your fleet and placing the right printer in the right location can significantly improve your ability to control cost, manage your print assets, and even enhance the user experience.

You should allow one business month after deploying HP JetAdvantage Insights before optimizing your fleet. This gives time for Insights to collect print analytics that is necessary to make effective decisions.

2. Fleet Optimization

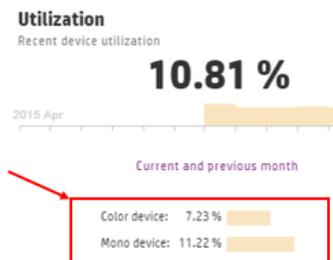
A. Identify over-utilized printers

Utilization is a measure of cost effectiveness based on the page volume of a device or fleet, where 100% utilization represents the theoretical optimal balance between amortizing fixed costs and increased service costs resulting from over-driving a device.

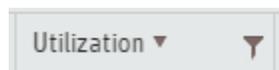
Utilization is based on the Target Monthly Volume (TMV) for each device in the fleet. TMV is normalized across manufacturers by determining the engine speed in pages per minute (ppm) and then calculating a TMV based on a proprietary scaling value. This approach allows us to better estimate cost effectiveness by avoiding potentially variable manufacturer reported numbers.

To view printer optimization click the **Fleet** tab, then **Dashboard**

Click the chart in the Utilization widget



Click the Utilization column header to sort descending



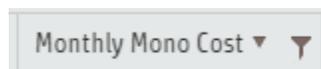
You will see your entire network-connected print fleet sorted by utilization, with the most used printers at the top. Any printer with a utilization over 80% should be considered for replacement by a model with higher TMV, or redirect a portion of the print volume to a second printer.

B. Find excessive Cost Per Page (CPP)

Not all printed pages have the same cost. Color is generally more expensive than monochrome, but there are other factors that also have a significant impact on CPP. This is one reason why it is important to have your actual CPP imported to Insights (as described in the Insights deployment Guide).

To view printer cost click the **Discover** tab, then **Device Cost**

Click the Monthly Mono Cost column header to sort descending (you may need to click the title more than once to sort descending)



Visually scan down the list of printers that is now sorted with the highest monthly cost at the top. Look for printers with high monthly cost that also have an above average Existing CPP Mono. These printers may be considered for replacement with newer, more cost-effective models.

Repeat the steps above, but sort descending by Monthly Color Cost and look for high values in the Existing CPP Color column.

You can also sort by the Existing CPP Mono and Color columns to find printers with high CPP irrespective of monthly print volume.

For a more complete analysis click the **CSV Export** button, open the downloaded .CSV file and you will have access to more data columns than displayed in your browser.

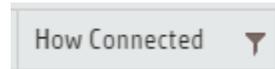
C. Reduce local printer usage

Local printers, typically desktop models connected by USB, are often more costly per printed page and in time to manage and repair. Reducing the overall number of local

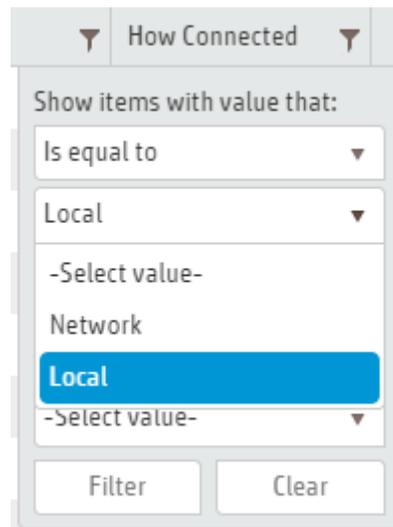
printers by deploying a shared MFP can provide immediate savings and increase productivity.

Discover all your local printers (requires Print Scout deployment) by clicking the **Discover** tab, then **Device Inventory**

Scroll to the right until you see a column named “How Connected”



Click the filter icon (the funnel) in the How Connected title, then click the second dropdown and select Local



Click the **Filter** button

Click the **CSV Export** button (this will create the file and download it to your default downloads folder)

Open the .CSV file in Excel or similar tool. The file name is: yourcompany_Cost_mmddyyyy.csv, where mmddyyyy is the date of the export.

You should see a list of all your local printers. Sort this list by the “Existing CPP Color” column and then by “Existing CPP Mono”.

Look for 3-4 local printers with an above average CPP that are in close proximity to each other, and replace them with a workgroup MFP.

D. Consider the age of printers

Some printers seem to run forever, but those older printers can have a substantially higher overall cost when you consider supplies, energy consumption, maintenance, and reduced user functionality.

See the age of all your printers by clicking the **Discover** tab, then **Device Inventory**

Click the **CSV Export** button and open the downloaded file as in previous steps

Sort the list by the “Introduction Date” column to find potentially outdated and inefficient printers.