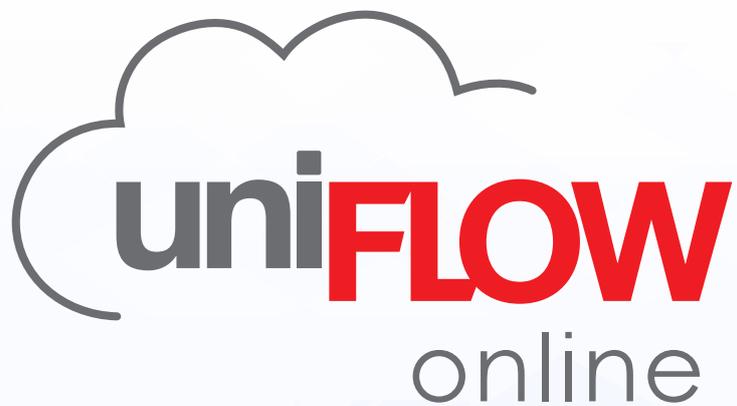


Print, process, release  
your documents



# Tackle the challenges

In order to reduce costs, businesses remove single desk printers in favor of more cost-effective shared devices. Without pull print functionalities however, this means that documents could accidentally fall into the wrong hands or even be intercepted maliciously. Cloud print solutions can provide high document security. Furthermore, cloud-first strategies ensure business save money on server infrastructure and their maintenance.

Now is the time to secure the print environment with a cloud solution that will support a flexible workforce and boost productivity.

# A cutting-edge print environment

## Security through authentication

Document security is preserved because a user must be physically at a device to gain access and release their print jobs or to use the available scan profiles. Users simply authenticate using one of the following options:

- Company proximity card / mobile phone
- PIN code
- A combination of PIN code and company proximity card
- Image + optional PIN code login or
- Entering their department ID/ PIN code

## Mobile and desktop-based printing

uniFLOW Online enables users to print securely wherever they are working; they can print from their desktop PC or their mobile phone. uniFLOW Online promotes BYOD policies so users, but also guests, can print from their devices securely.



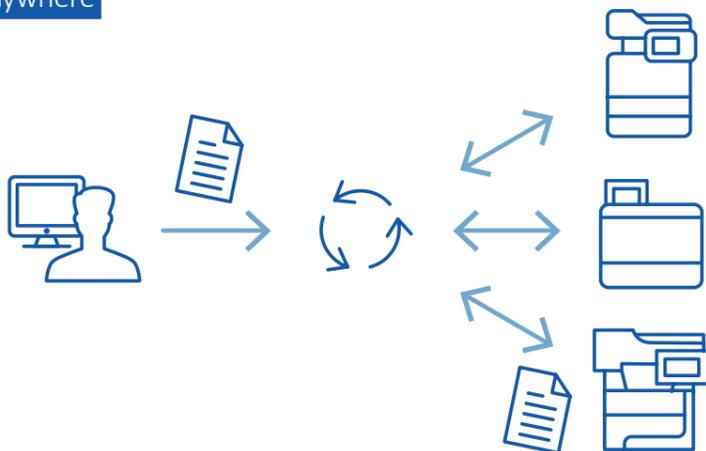
uniFLOW SmartClient   Direct Secure Print   Print from Cloud   Driverless web upload   Email printing   Google Cloud Print™

## A multivendor solution

uniFLOW Online is an integrated part of Canon devices but can also be used in a mixed-fleet environment. A wide range of Canon devices are integrated via the embedded platform. In a mixed-fleet printer environment, the uniFLOW Release Station provides comparable options as embedded applets. Thus, the uniFLOW Release Station takes over device authentication control and the secure print functionality, and the same look and feel is provided across a mixed-fleet. In situations where secure printing is not required, any multivendor device regardless of the model can be used to print directly to. Upon sending a print job, a user can select the output device using a single driver. Printed documents are accounted for.



### My Print Anywhere



With My Print Anywhere, print jobs follow users from device to device allowing print jobs to be released at any printer within a location. Users can also alter finishing options directly at the device before printing.

All print jobs are stored in a user's personal secure queue until the user is ready to release them at a printer of their choice. Users can select which of their print jobs to release from a list displayed directly on the device screen. If required, finishing options can be changed without the need to resubmit the print job, saving valuable time.

### Technology that addresses security

When implementing cloud processes for the print infrastructure doubts about security and data breaches arise. uniFLOW Online addresses these challenges by easily setting up the environment so that a user's print job always stays within the local network.

### Mix 'n match

uniFLOW Online allows businesses to mix 'n match different setups based on location. Some locations might be running a small yet powerful software called uniFLOW SmartClient while others make use of Direct Secure Print, offering 'My Print Anywhere' functionality without client-software. Each location can be configured independently from each other, providing greater flexibility.



## The smart solution - uniFLOW SmartClient

The uniFLOW SmartClient is a small client application installed on a user's local PC which operates the print job management and processing. It takes over some tasks such as the storage of the print job information, provision of print job lists and, depending on configuration, storage of the print jobs until a user authenticates at a device before releasing print jobs.

### uniFLOW Universal Driver included

The uniFLOW SmartClient includes the uniFLOW Universal Driver. This driver provides a simple interface with advanced printing features regardless of the printer model being used. The uniFLOW Universal Driver also encrypts and compresses print jobs as they are sent directly from the client PC to the printer, reducing network traffic and enhancing security. By using the Universal Output Queue, it becomes possible for your customers to select the printer they would like to print to. Either printing directly to a physical device close by, or via the secure queue allowing release at any device.

### Location aware

When moving to different sites, the uniFLOW SmartClient will automatically download the printing configuration for each user's current location. This means users only have to "file, print" to one print queue regardless of where they are and what network printing resources are available. Users can still print securely, even when the connection to uniFLOW Online is interrupted.

### Flexible design

Configuration of the setup can be adapted to fit specific customer requirements e.g.

- The Universal Output Queue allows to easily print either directly to a physical device with immediate job release, or securely with My Print Anywhere capability.
- Secure print jobs can be stored on the client PC, on a Canon imageRUNNER ADVANCE/ Canon imageRUNNER ADVANCE DX or in the cloud (in uniFLOW Online)
- Secure job information can be stored locally within the spool file or in uniFLOW Online
- The roll-out of uniFLOW SmartClient can be silently or actively initiated by users
- Easy configuration and automation ensures fast and seamless roll-out to all client PCs

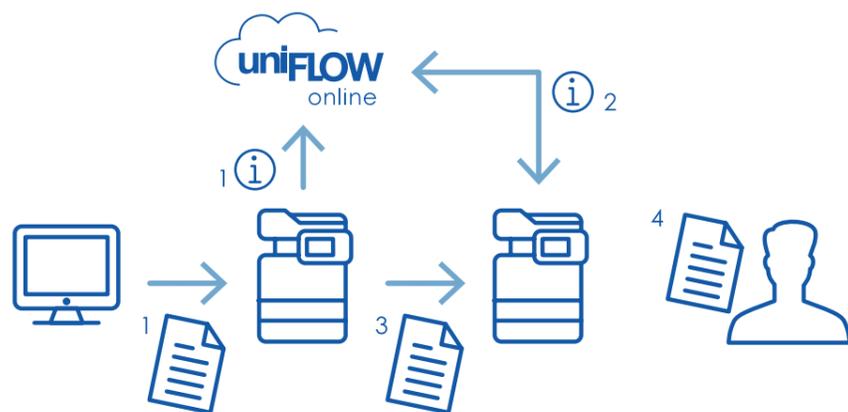


## Easy and secure - Direct Secure Print

Direct Secure Print provides secure My Print Anywhere functionality without using any client software. The print job is sent directly and held at a Canon imageRUNNER ADVANCE / Canon imageRUNNER ADVANCE DX device; it will only be released after authentication and print job selection.

### Clientless

With Direct Secure Print print jobs are sent directly using the normal device driver to a central holding device. While the print job itself stays in that holding device, the job information is sent to uniFLOW Online. A user can release his print job at any supported device within the location; the print job information is sent from uniFLOW Online which then requests release of the print job from the central holding device. This means users can view all their print jobs, including mobile print jobs, in a single queue from which each job can be released. In case of network disruption the job information will stay with the holder device and users can still print.



### Full device lockout

Enabling Direct Secure Print will reject print jobs from unauthorized users that are sent directly to the devices IP address. This prevents unauthorized use of the devices printing capabilities. When uniFLOW SmartClient and Direct Secure Print are deployed in one location, uniFLOW SmartClient users will still be able to securely print.

## Seamless integration - print from cloud

Documents stored in a cloud storage service e.g. Box or Google Drive™ can be accessed after authentication and either be printed or saved to queue for later printing. The same powerful technology as for mobile print jobs is used to process print jobs from cloud storage services, converting over 40 file types.

### Popular cloud storage services

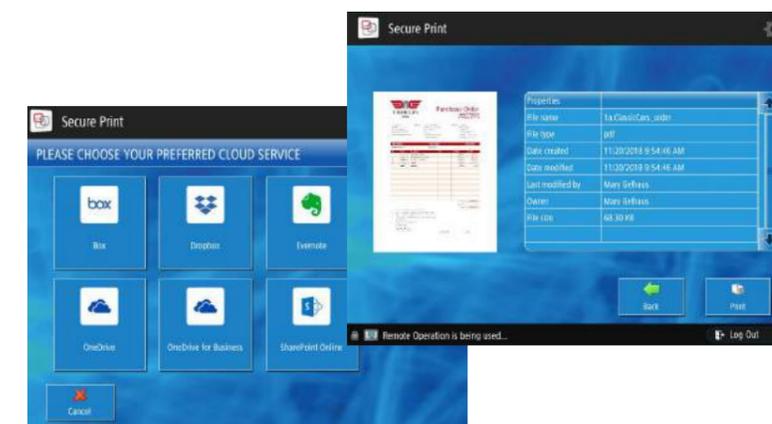
With uniFLOW Online users can access and print their documents directly from a range of the most popular cloud services. Supported cloud storage services include: Box, Dropbox, Evernote®, Google Drive™, Microsoft OneDrive®/ OneDrive® for Business and Microsoft SharePoint® Online. Changes to documents saved in cloud storage services become immediately visible and accessible by co-workers, making collaboration easy and effective.

### Browse, preview and set finishing options

uniFLOW Online gives access to the folder structure and files of cloud storage services directly from Canon imageRUNNER ADVANCE, Canon imageRUNNER ADVANCE DX and Canon imageRUNNER 2600 Series devices. A job preview is available and finishing options may be altered directly at the device before printing. Users do not need to turn on any other device other than the printer in order to print their documents from popular cloud storage services, resulting in greater office productivity.

### One time login

Users only have to login once to access the cloud storage services. uniFLOW Online will connect the cloud storage service to the user account and save a login token. For future access the user only has to authenticate at the device.



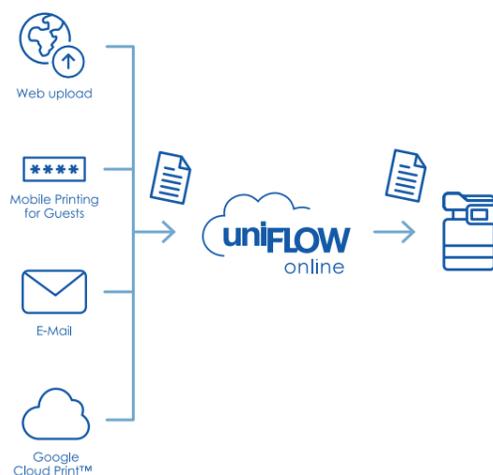


# On the go – Mobile Printing for all

Businesses have responded to the fact that mobile devices are commonplace today. Regardless of location, uniFLOW Online allows users to use their smartphones or tablets to print documents securely. More than 40 document and image file types can be converted. This allows documents to be printed quickly on the go, just in time for the next meeting.

## One queue

Mobile workers can submit documents by uploading them via their web browser to the uniFLOW Online portal or by sending them as an email. Users are identified from their email address so all submitted jobs appear in a user's secure print queue as if the print job would have been sent from their desktop PC. Following authentication at the device, a user views a single list of all his/her print jobs.



## Mobile Printing for guests

Businesses can also provide secure printing to their guests. Having sent a mobile print job, guest users will receive an email containing instructions as to how to retrieve their print job together with a temporary Job Code. The temporary Job Code is used to authenticate at the device. Different default print functions e.g. duplex and B/W can be set for employees or guests.

## Google Cloud Print™

Google Cloud Print allows users to submit jobs from their mobile devices, ChromeOS and other desktop OS. Print jobs submitted via Google Cloud Print™ can be viewed together with all other print jobs in a user's uniFLOW Online secure print queue. Users can select finishing options when submitting their jobs which are then applied to the uniFLOW Online job ticket.

# Track costs and reduce paper waste

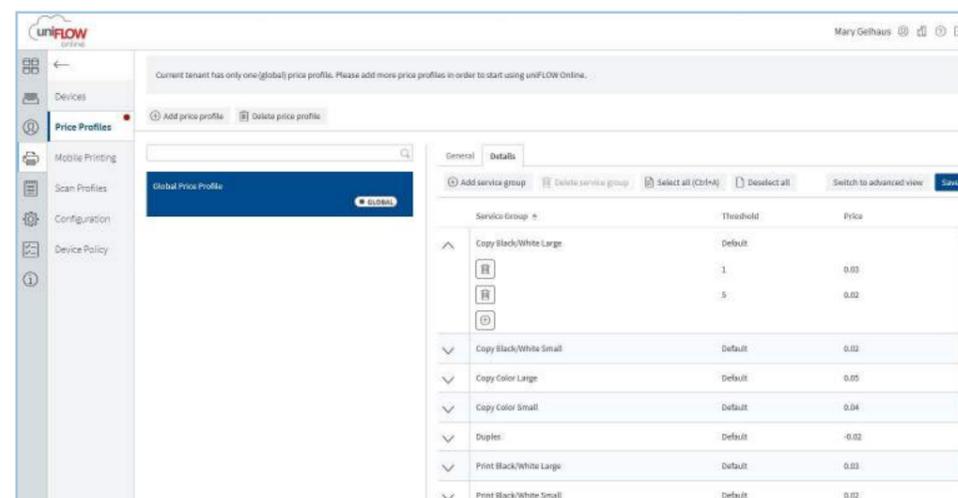
uniFLOW Online allows administrators to track printing, copying, faxing and scanning costs so costs can be allocated correctly to individual users, devices or departments. The uniFLOW Online dashboard displays all relevant information regarding the print, scan and copy environment.

## Administrator and user dashboard

The dashboard clusters all widgets which collect and visualize data from various uniFLOW Online sources. Multiple dashboards can be configured and widgets dragged and dropped as required, enabling administrators to check information such as print volume and compare black/white print volume against color print volume. Users are also shown their own print activities and volume on the dashboard i.e. raising users' awareness of their print consumption and behavior.

## Print and copy accounting

Multiple price profiles can be created to reflect different costs for different printers. Following authentication, additional copies or scans made on the device can also be allocated to the correct user, department and device.





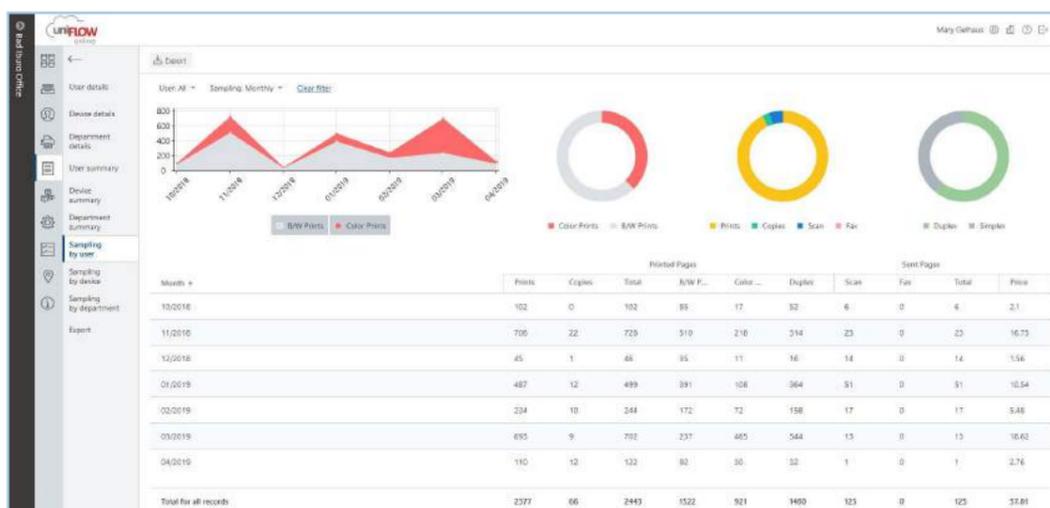
# Immediate benefits

## Graphical reports

It is important for businesses to be able to collate print, copy, fax and scan usage information into reports. The uniFLOW Online portal contains nine graphical report types - user details, device details, department details, user summary, device summary, department summary, sampling by user, sampling by device and sampling by department. Report contents can be changed instantly by selecting filters e.g. specific users, groups, printers or date ranges. Selecting a location via the panel on the left side of the UI will only show data relevant to that location.

## Export reporting data

All reporting data can be exported on a monthly base. The data in .csv format integrates perfectly with business analytics tools, allowing businesses to create own reports and retain print data with other business analytic data centrally together.



## Control and reduce costs



One of the best ways to cut down unnecessary costs is to ensure users print only what is required. uniFLOW Online's serverless print management solution helps administrators take complete control of printing and copying activities. It can highlight users' expenditure and pinpoint areas where costs can be scaled down. Thanks to its unique technology, immediate financial benefits are realized by the elimination of local print servers and reducing the burden on IT departments.

## Increase document security



Unauthorized use of the device is prevented by restricting printer access to authorized users only. This prevents any breaches of data and misuse as print, scan, copy and fax functionalities are unavailable to unauthorized visitors or employees. Protecting information is a key to any data loss prevention policy. Should sensitive information e.g. if contracts or staff payroll records fall into the wrong hands the business' reputation and brand image are likely to be damaged and there is the risk of heavy fines being incurred.

## Help save the environment

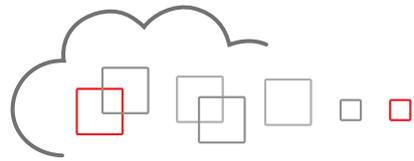


uniFLOW Online can help to reduce businesses' environmental impact and support sustainability initiatives by optimizing printing procedures and improving internal processes that rely heavily on paper. This solution prevents unnecessary paper waste as users can only print what they need. Finishing options can be changed at a device before printing so avoiding reprints and incorrect output. uniFLOW Online can help reduce power consumption of the print infrastructure by eliminating 'Always On' print servers across an entire business.

## Flexibility and productivity



uniFLOW Online enables employees to print from their desktop devices, mobile devices or from cloud storage services giving greater flexibility in office workflows. All print jobs, regardless of how they are submitted to uniFLOW Online, appear in the user's personal secure print queue and can be released from any device regardless of model or manufacturer i.e. users can print securely using any connected device. Prior to release, finishing options can be adjusted ensuring the desired output is received straight away.



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