

10 ECO-FRIENDLY TIPS TO REDUCE YOUR IMPACT.

CHOOSE GREEN TECH

Use the latest technology with good eco credentials and settings included.

01

Choose devices with large capacity toners – reducing shipping, plastic and inconvenience. Larger capacity yields will also come with the financial benefit of reducing your cost of printing... win,win!



REDUCE CONSUMABLE CHANGES

02



POWER DOWN

Maximise the power saving settings. Once again this comes with a clear twofold advantage. Firstly, devices now can run at a fraction of their normal power usage by simply changing their

stand-by and idle setting, reducing the carbon footprint of your device usage. Secondly, in a world of costly energy, saving power is critical to a sound investment in technology.

03

USE KINDER PAPER

Use recycled paper from a responsible source.

04

EDUCATE USERS

Utilise a content management system to eliminate the number of printed pages needed in your business – Think before using ink – Educate your staff on the benefits of environmental conscious printing.



05

USE PRINT MANAGEMENT TOOLS

Use a print management software that requires the user to release the document. You will be surprised on the amount of print savings here. An added benefit is

security as many printed documents are simply left on top of the printer uncollected, documents that contain sensitive information.

06

PRINT IN ECO MODES



Necessary prints should be defaulted to print on both sides – halving your paper usage instantly. Utilising eco print modes also reduces the amount of ink/toner needed, increasing their life and reducing your waste and costs in unison.

07

PRINT IN PHOENIX



Avoid buying in pre-printed stationery, which will go out of date and become redundant and involves extra shipping burden. Also this allows you to actively market your business by adding custom messaging to your documents, which is a great way of promoting your business.

08

REMOTE RESOLUTIONS

Choose a supplier that seeks to update or fix your printer/photocopier issues remotely. Being seen on-site is great, but being able to get you up and running quickly from a remote location is better.

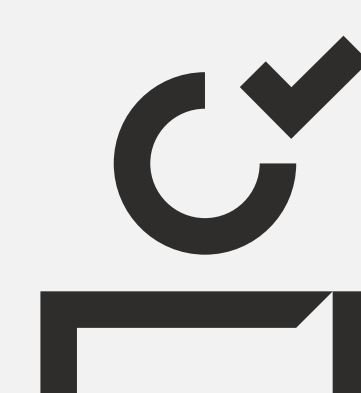
This also comes with an eco benefit of the engineers not having to travel to your premises.



09

PARTNER WITH THE RIGHT SUPPLIER

Seek a supplier that has good eco values, a supplier that has published their carbon reduction plan online and desirably are carbon neutral as an operation.



10