



# PaperCut™

Simple, powerful print management

## TOSHIBA

A CUSTOMER GUIDE TO PAPER CUT

# Cost recovery and compliance made easy in law firms

Meet your deadlines, budgets, and confidentiality requirements with PaperCut's protected, client-charging print solutions, no matter where the case takes you.

## Challenge

Your staff is running on a tight clock, and tedious print processes can really slow them down. You need to quickly select clients' accounts to bill print and copy jobs to, and have data integrate seamlessly into your existing systems. Scanning needs to be quick and efficient, and the files have to be easy to find, searchable, and editable to avoid having to recreate documents. All these processes need to be easy to access for users, no matter the device they choose or their physical location. Above all, it needs to meet compliance and confidentiality requirements across every business facet, every day.

So if you have ...

- ▶ staff that needs to be able to print from anything, anywhere
- ▶ clients you need to bill for their printing and copying usage
- ▶ scan processes that take up valuable time and effort
- ▶ strict compliance and confidentiality requirements

... PaperCut is the most efficient solution for you.



PaperCut makes accessing printing from your desktop easy. It also brings in all the faxes and shoots emails directly to you. Not to mention, it basically does all the accounting for me – it's a huge time saver."

Wall Templeton, USA

## It just works

PaperCut solutions support organisations of all sizes – from small offices, to medium corporations, to large, international law firms. That's because we take a cross-platform, vendor-neutral approach to technology and device support to deliver print management solutions that just works!



## Solution

PaperCut has solutions that keep things efficient by enabling legal staff to print while on the go, from any device, all while keeping data secure and compliant. Choose to allocate copy and print costs directly to client accounts and share that data with your existing systems for ultimate ease. And when you need to scan piles of contracts or notes, the process is streamlined so a few clicks will deliver searchable, editable documents to a variety of convenient locations.

### Print from any location on any device

PaperCut has solutions that enable your legal staff to print from anywhere, whether they're elbows-deep in a court hearing, visiting a client's office, or even when off network. Print natively from any device – tablet, laptop, smartphone, Chromebook, you name it – and any app, whether you choose a traditional print server or harness the power of the Cloud.

### Streamline processes to increase efficiency

Assign permissions using Print Delegation so legal assistants can manage and organise prints on behalf of the lawyer. And for additional convenience, the Find-Me Print feature funnels all your print queues into one universal destination so jobs can be retrieved at the nearest printer.

With Integrated Scanning, staff can quickly scan to a variety of local or Cloud destinations, and OCR makes the files searchable and editable in a PDF/A format for compliance.

### Recover costs accurately and easily

PaperCut has solutions that can simplify cost recovery by integrating with leading third-party tools like LexisNexis Affinity, LeapCloud, PCLaw, Clio, ESILaw, and many more, to allocate all print, copy, scan, and fax costs to specific client codes.

### Boost confidentiality and compliance

PaperCut software secures sensitive data to guarantee client confidence. Encrypt print job data in transit, authorise the jobs to release at the printer to reduce uncollected printouts, and protect ownership with watermarks and digital signatures.

## Benefit

4 ways PaperCut makes the print environment more efficient for your legal firm



**1. Bill clients automatically** to avoid tedious, manual work



**2. Maintain compliance** to protect client data



**3. Enable flexible printing** from any mobile device



**4. Create smart scans** to save staff time

## Your PaperCut reseller contacts

Australia: 1300 794 202

[Toshiba-business.com.au/PaperCut](https://Toshiba-business.com.au/PaperCut)

New Zealand: 09 570 8530

[Toshiba-business.co.nz/PaperCut](https://Toshiba-business.co.nz/PaperCut)

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Reseller