TotalFlow
Job Ticket

Integrated office and
production workflow solution

Ricoh TotalFlow Job Ticket

TotalFlow Job Ticket empowers organisations by connecting office and production printing environments, helping to improve output management and ensure document printing is done on the most cost effective and efficient device available.

The solution is ideal for organisations with an in-house central reprographics department (CRD) or print room, along with a departmental office pull printing system.

Simple and intuitive job submission

TotalFlow Job Ticket provides both a direct office to production job submission solution and print re-direction workflow based around electronic job ticketing technology, combined with TotalFlow Production Manager.

Documents are routed directly to the print room in a print-ready format, combined with all the information and instructions necessary to automatically prepare, print and produce the finished document. TotalFlow Production Manager avoids costly errors whilst simplifying job management and increasing print room automation and efficiency.

Seamless integration with Ricoh office workflow

TotalFlow Job Ticket is designed to integrate with Ricoh Streamline NX office workflow and pull printing cost recovery system. It facilitates the rules-based print workflow from Streamline NX and several other 3rd party office workflow solutions to a central print room, providing full integrity of accounting and reporting no matter whether a job is printed on the departmental network or in the print room.
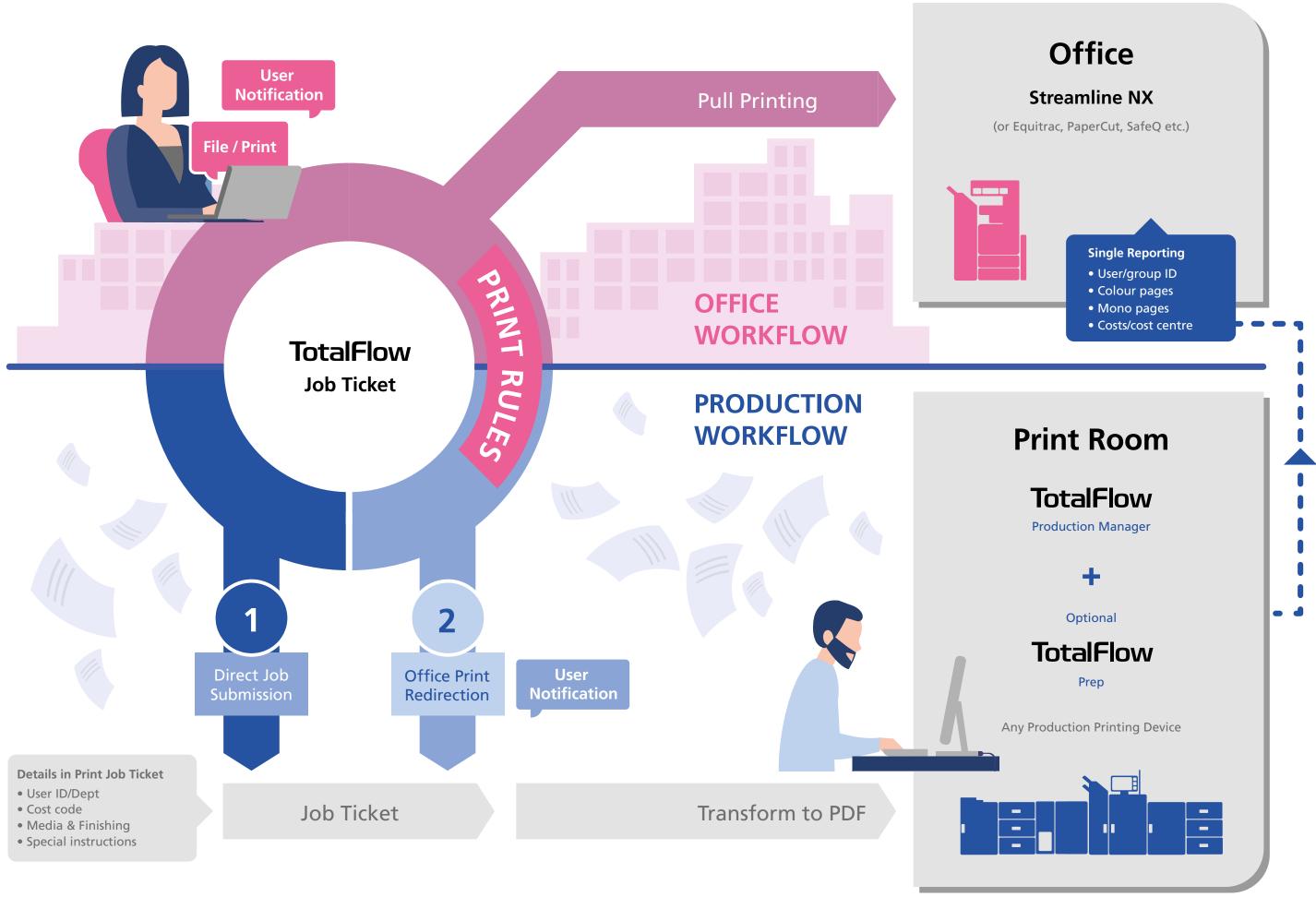
The bigger picture

Many organisations struggle to have full visibility of enterprise printing costs and to enforce corporate document policies and best practice.

This is often due to issues such as disparate office and production workflow solutions and the lack of an easy way for office users to access and submit jobs to a central print room facility. The result is an excess spend in departmental or outsourced printing, a poor return on investment in print room assets, and under utilisation of specialist skilled print room staff.

Ricoh's TotalFlow Job Ticket solution helps you take control of all aspects of enterprise printing, to ensure that users print on the most efficient device available. Take advantage of the production printing and finishing technology to produce better documents in-house to address the needs of the organisation.

A Ricoh solution that integrates office and production printing workflows

User Notification

File / Print

Pull Printing

Office

Streamline NX

(or Equitrac, PaperCut, SafeQ etc.)

Single Reporting
- User/group ID
- Colour pages
- Mono pages
- Costs/cost centre

TotalFlow

Job Ticket

PRINT RULES

OFFICE WORKFLOW

PRODUCTION WORKFLOW

Print Room

TotalFlow

Production Manager

+

Optional

TotalFlow

Prep

Any Production Printing Device

1 Direct Job Submission

2 Office Print Redirection

User Notification

Details in Print Job Ticket
- User ID/Dept
- Cost code
- Media & Finishing
- Special instructions

Job Ticket

Transform to PDF

Features & Benefits

Maintain existing office workflows and applications

Users continue to print from the same applications they do today, with the same office workflow and print driver setting. Configure existing office rules to redirect jobs to the TotalFlow Job Ticket solution and utilise the existing core accounting solution to cost both office and production jobs.

Simple and intuitive job submission

Print jobs are submitted direct from the user's PC or Mac desktop using a familiar "file/print" process or by web upload via a browser. The intuitive TotalFlow Job Ticket interface presents the options available in the print room in a clear structured format whilst dynamic pricing and an interactive preview gives the user up to date information as job options are configured. This makes job submission easy whilst eliminating ambiguity and error.

Automatic user notifications and communication throughout

Users are notified via pop-ups and email alerts providing a link to directly open the TotalFlow Ticket application when a job has been redirected. It can then be submitted to the print room with specific job instructions. Additional notifications are sent when the job is received and when it has been printed allowing for full user feedback. This negates the need to resubmit documents, launch additional applications or contact the print room to check job status.

Automated job set-up and output

Documents are routed from the TotalFlow Job Ticket solution to TotalFlow Production Manager in a print-ready PDF format, combined with all the information and instructions necessary to automatically prepare, print and finish the job direct to the production device. Costs are automatically sent to the office accounting solution.

Capture enterprise print volumes to increase ROI in print room investment

The TotalFlow Job Ticket solution ensures increased use of the print room, avoiding the misuse of office devices. It does this by enforcing defined print policies based on job cost or volume and redirecting such jobs to a more efficient production device and location.

Better quality documents and improved print room service

Document production using print room facilities and skilled staff means better quality output. Job ticketing disciplines and the functionality of TotalFlow Production Manager means faster job turnaround, better service for users and greater efficiency within print room operations.

For the organisation overall

With documents being produced by the right people in the right place, print room operations and departmental staff are more efficient and productive. As a result, overall cost of document production and uncontrolled outsourcing of jobs can be reduced.

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