

RICOH  
ProcessDirector  
and RICOH  
ProcessDirector  
Express

Transforms your  
output management

Gives you a single point of  
control to optimise and manage  
print and mail to streamline  
operations and reduce costs.



## Centralise production workflow control



The complexity of output environments is rising. That makes it challenging to optimise the production process, automate manual processes, reduce errors, achieve full asset utilisation and improve efficiency.



Want to increase productivity? Take on new applications? Offer your customers new capabilities?

You need a way to automate process print and mail workflows to reduce operational costs while improving throughput and maintaining complete integrity.



Deadlines drive your business. Miss any and you risk unhappy customers and possible financial penalties as well as loss of future business. Effective management of deadlines is key.

Automating your production workflow will lead to:



Higher efficiency and accuracy



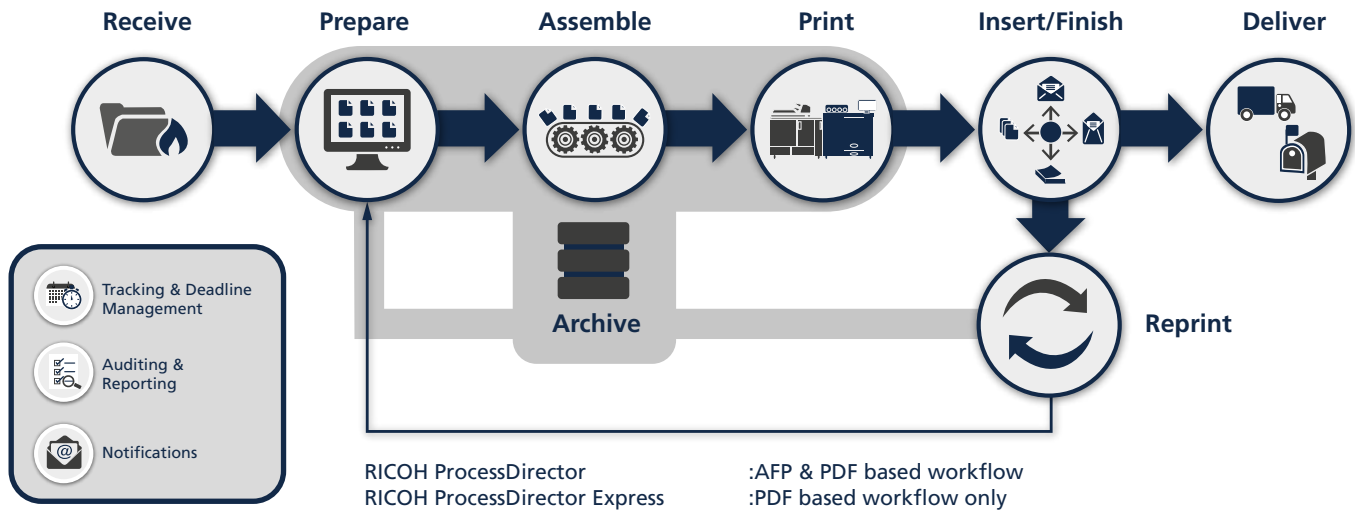
Optimised output



Greater workflow control and savings



## RICOH ProcessDirector/RICOH ProcessDirector Express



## Monitor. Manage. Track. Report.

RICOH ProcessDirector and RICOH ProcessDirector Express software can help you transform and control your operation now and in the future. It integrates seamlessly at each step of production, provides a modular backbone so you can add capabilities and gives you a system that is resilient, responsive and easy to maintain.

RICOH ProcessDirector supports Advanced Function Presentation (AFP™) and PDF based workflow and RICOH ProcessDirector Express only supports PDF based workflow.

### Gain powerful flexibility

There's no need to build workflows from scratch. With drag-and-drop ease, you can build simple or complex workflows quickly. Visual diagrams represent the flow of jobs through your system. And when you apply conditional logic to automate business decisions, you set up the rules that send jobs through workflow branches automatically. It's simple, easy and saves you time and money.

### A single point of control

Instead of following jobs on the shop floor, a browser-based GUI (Graphical User Interface) enables you to view and control everything centrally so you can see the precise status of each job as well as all of your printers. It lets you automate reprints, track every document and create reports for billing or compliance. You can view AFP™ (RICOH ProcessDirector only) and PDF jobs in the system and know that the right document is being printed. A single view can help you improve process integrity and quality, driving improved response times to your customers.

### Leverage existing investments

Customise and extend your operations by incorporating additional components. Our software allows you to integrate existing investments and begin transforming your transaction output process - in other words, start small and grow over time. It can be installed on popular Linux, AIX and Windows systems in several high-reliability configurations that are ideal for mission-critical operations. A vendor-neutral solution, it can control printers, inserters, third-party software packages, and other Ricoh products and solutions.

### Optional Critical Communications solution suite features

With piece-level tracking and reporting, you can take on critical communications projects and other jobs for which you need to verify completion such as statements, personalised mail, books, direct mail or marketing collateral. Features can be added to help you improve efficiency, lower cost and achieve 100% integrity. These include: Archive, Electronic Presentment, Preference Management, Avanti Slingshot Connect, Postal Enablement, Automated Verification, Enfocus PitStop Connect, PDF Mailroom Integrity, Reports, Deadline Tracker, Transforms and Imposstrip Connect.

## Highlights

- Tracks pieces throughout your workflow and automatically reprints missing or damaged pieces
- Offers optional archiving as a step in workflow
- Offers optional electronic presentment, using a web services API, enabling web applications to easily and quickly search the secure archive for AFP (RICOH ProcessDirector only) and PDF jobs
- Offers optional preference management, enabling workflow-driven preference management to determine how each recipient's output is delivered in a multichannel environment
- Optional connection to Avanti Slingshot MIS, which lets you track all jobs in a single system, calculate production costs, etc
- Extracts address information with the Postal Enablement feature so files can be sent to third-party software
- Offers optional flexible PDF Mailroom Integrity Feature, for document-level control of PDF jobs and 100% closed loop reprint automation of files without transforms

# About Ricoh

Ricoh is a global digital technology specialist, a service-oriented company providing end-to-end solutions through expertise in areas such as professional services, software solutions and production printing. Ricoh helps businesses be more productive and profitable.

## RICOH ProcessDirector/RICOH ProcessDirector Express at a glance

| Items                                 | Descriptions   |
|---------------------------------------|--|
| <b>Minimum hardware requirements:</b> | <ul style="list-style-type: none"><li>• AIX—One or more 1.9 GHz or faster RISC processors (RICOH ProcessDirector only)</li><li>• Linux—One or more 2.9 GHz or faster standard Intel® processor-compatible hardware</li><li>• Windows—One or more 2.9 GHz or faster standard Intel processor-compatible hardware</li><li>• 4 GB or more RAM; for any document processing features, 12 GB RAM is the minimum requirement</li><li>• 200 GB or more disk storage</li><li>• Display with minimum resolution of 1024 x 768</li><li>• Connectivity to the LAN</li></ul> |
| <b>Software requirements:</b>         | <ul style="list-style-type: none"><li>• AIX 6.1 TL 06 with SP03 or AIX Version 7.1 TL 00 with SP03, 64-bit (RICOH ProcessDirector only)</li><li>• SLES 11 for x86 with latest service packs, 64-bit</li><li>• SLES 12 for x86 with latest service packs, 64-bit</li><li>• Red Hat Enterprise Linux (64-bit) 6.2 through the latest 6.x</li><li>• Red Hat Enterprise Linux (64-bit) 7.0 through the latest 7.x</li><li>• Windows Server 2008 R2 (64-bit)</li><li>• Windows Server 2012 R2 (64-bit)</li></ul>  |
| <b>Submission methods:</b>            | <ul style="list-style-type: none"><li>• LPR</li><li>• File copy or FTP to hot folders via file copy or FTP</li><li>• Multipurpose Internet Mail Extensions (MIME) package (PDF/JDF)</li><li>• z/OS® AFP Download Plus (RICOH ProcessDirector only)</li><li>• Download for z/OS (RICOH ProcessDirector only)</li></ul>  |
| <b>Available transforms:</b>          | <ul style="list-style-type: none"><li>• Standard Adobe PDF</li><li>• AFP</li><li>• GIF</li><li>• TIF</li><li>• SAP</li><li>• JPEG</li><li>• PCL</li><li>• PostScript®</li><li>• Metacode (requires InfoPrint XT) print data</li></ul>  |

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[www.ricoh-europe.com](http://www.ricoh-europe.com)

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