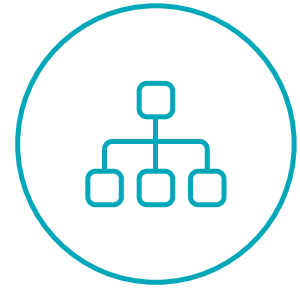# DISPATCHER PARAGON+ ESSENTIALS

PRINT AND SCAN MANAGEMENT SOLUTIONS THAT IMPROVE YOUR WORKFLOW

Regardless of the industry you're in, or whether you're big or small, all businesses need to keep their costs under control, while following company or regulatory compliance of document security. Managing your print, copy, and scan activity meets that goal and helps to lower costs and streamline processes. Konica Minolta's Dispatcher® Paragon+ Essentials provides the fundamental print and scan management tools you need to make sure your network-connected printing devices are being used effectively. Having access to this critical data and activity helps you optimize usage, streamline workflows, and increase your bottom line.

CENTRALIZED REPORTING SECURES YOUR OPERATIONS AND ELIMINATES WASTE

At the heart of Paragon+ Essentials is a central dashboard where you can access all your print, copy, and scan operations. It offers the detailed reporting you need to make users accountable for print usage, as well as tools to help eliminate waste and encourage responsible behaviour. The all-in-one print management software includes embedded functionality that runs on your MFP. Key features include: tracking; limiting user access; secure pull printing; scan to email, network folder, or to leading cloud storage applications directly from the MFP control panel — all based on individual user login.

This powerful solution meets the fundamental print and scan needs for companies of every size. A cross-platform and vendor-neutral approach to technology and device support results in your office taking advantage of tools that improve your core workflows. This increases employee productivity, and ultimately reduces print-related costs.
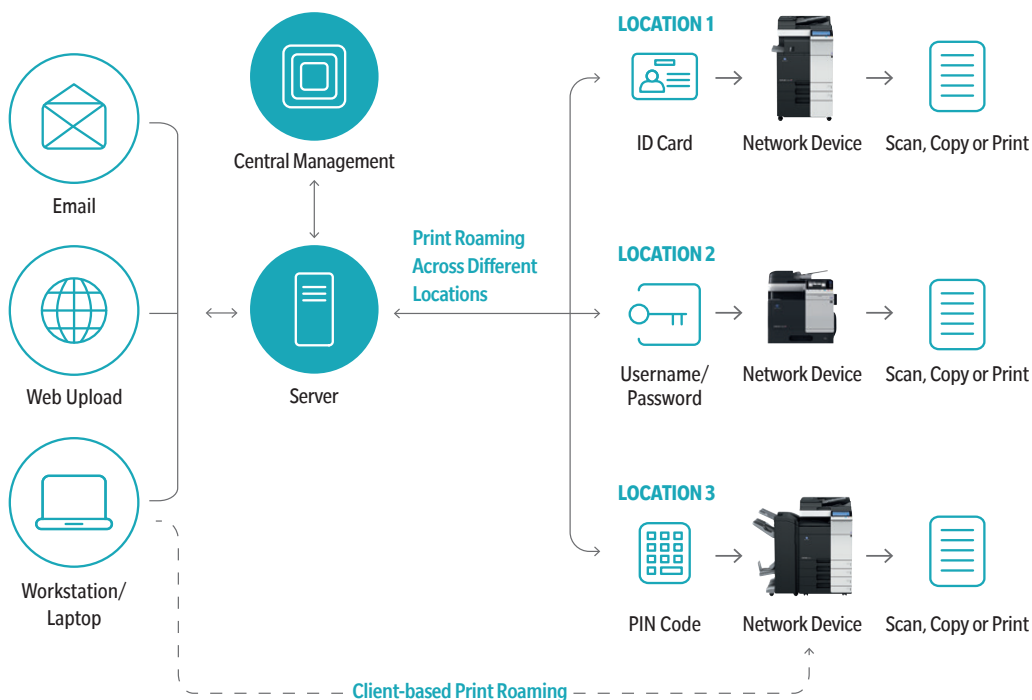
EASY-TO-USE SCAN AND OCR WORKFLOWS
HARD-TO-MISS BENEFITS

Traditional scan workflows are time-consuming and involve repetitive work as employees navigate a variety of menus and parameters to complete their scanning tasks. Using the intuitive interface, paper files can be quickly scanned. The user also has the ability to work smarter with the option to rename files, or extract key information from documents via optical character recognition (OCR). The file is then delivered securely to network folders, email addresses, or one of today's leading Cloud applications.

Convenient and flexible, Paragon+ Essentials includes direct connectors to: Box®; Dropbox®; Google Drive™; Microsoft® OneDrive®; and Microsoft® SharePoint®, and many more.

DISPATCHER PARAGON+ ESSENTIALS WORKFLOW

Email

Web Upload

Workstation/
Laptop

Central Management

Server

Print Roaming
Across Different
Locations

LOCATION 1

ID Card   →   Network Device   →   Scan, Copy or Print

LOCATION 2

Username/
Password   →   Network Device   →   Scan, Copy or Print

LOCATION 3

PIN Code   →   Network Device   →   Scan, Copy or Print

Client-based Print Roaming

FEATURES THAT BENEFIT YOUR ORGANIZATION, AND IMPACT YOUR PROFITABILITY

DETAILED OUTPUT REPORTING

- **WEB REPORTS**
Easy creation of detailed overviews and flexible reports that can cover all activities of single users or user groups. This facilitates monitoring activity on a daily, weekly, and monthly basis; or over longer periods.

- **MANAGEMENT REPORTS**
Automatic as well as on-demand compilation of these reports to provide comprehensive overviews detailing the entire print environment in a clearly structured and easy-to-understand layout.

- **EXPORT REPORT RESULTS**
Various export formats available to facilitate and speed up sharing results.

- **AUTOMATED REPORTING**
Scheduling function generates reports automatically at regular intervals (monthly, quarterly or annually) for an even more thorough overview.

CENTRAL USER AND ROLE MANAGEMENT

- **CENTRALIZED USER MANAGEMENT**
Individual user access rights to MFPs for copy, print, and scan functionalities can be easily and conveniently managed centrally.

- **PERMISSION TEMPLATES**
Users can be given a choice among various levels of device access and functionalities; levels are easily managed by creating corresponding permission templates.

- **SECURE AUTHENTICATION**
One of Dispatcher® Paragon+ Essentials key features is user authentication — allowing device access to authorized users only. At the simplest level, users can authenticate with their network username and password or PIN number. If you currently use IC cards for building access, the same card can authenticate to the MFP.

Simply swipe the card to: log in; release/delete print jobs; copy; or scan your paper documents to the desired destination. The same card can authenticate to the MFP.

PRINT AND SCAN MANAGEMENT

- **SECURE PULL PRINT — PRINT ROAMING**
Many documents contain sensitive information that others should not have access to. It is against government regulations to leave documents containing personal information sitting on exit trays for anyone to take.

Secure Pull Print provides a simple solution to help comply with these regulations. Print jobs are placed in a secure hold queue until the user authenticates at any supported device on the network. Users may select individual jobs to release or have jobs automatically print after successful authentication.

- **SCAN WORKFLOWS**
When logging into the MFP using their IC card or username and password, personalized scan buttons will automatically be available to send scanned documents to a variety of destinations. Users may scan to their: email address, computer; network folder; or today's leading Cloud applications.

OUR COMMITMENT TO SECURITY AND PRIVACY

It is our mission to help your business communicate effectively, digitally and in print. To do this, we are committed to keep your business assets and communications highly available to your customers, and highly secure from theft or harm through technical innovation and human integrity.

Take the first step of your digital transformation journey.
Print Management and Workflow Enhancement from Konica Minolta: Rethink Print & Scan.

KONICA MINOLTA

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