

## ApeosWare Management Suite 2

Smart, powerful document communication



# Promoting business communication with powerful documentation

Most businesses are faced with increasing numbers of multifunction devices, printers, faxes, and the growing need to utilize mobile devices. The increasing number of devices and variety of work styles lead to issues such as extra management work, risk of information leakage, increasing costs, heavy printing activities and longer work hours.

ApeosWare Management Suite 2 is a software that can manage devices and their usages, and provides integrated authentication, print output, log accounting, and document distribution.

The new version of ApeosWare Management Suite 2 enhances four points to focus on customer requirements. It promotes comprehensive document management to provide high value to businesses.

## Visualize

Advanced design and visualization from the user's perspective

- Intuitive user interface (Administrator UI / device control panel / mobile device)
- Easy installation and setup
- Create accounting reports
- Display usage status

## Organize

Efficiently manage life cycle from creation to disposal

- Device management
- User management
- Print management
- Cost management

## Adapt

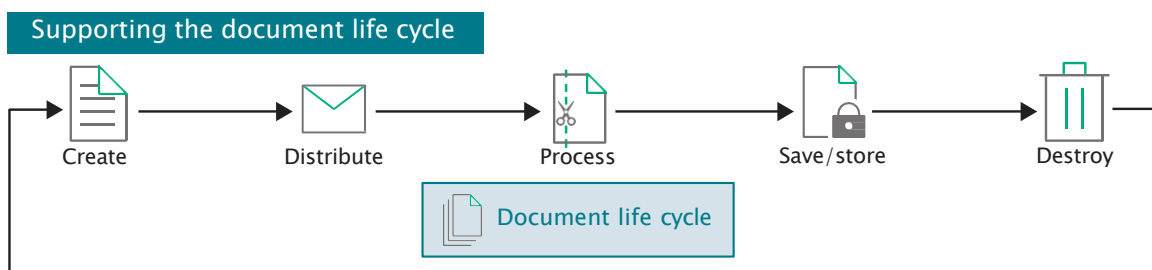
Extended functionality with enhancement options

- Available in Entry Edition and Enterprise Edition
- Flexible system configurations to meet IT requirements

## Connect

Adapt to the ever-changing business environment to improve

- Linking with file management services
- Document distribution by workflow



## ApeosWare Management Suite 2

### Visualize

Administrators are able to complete necessary settings and operations without looking at a manual, and users are able to quickly access the services they need. ApeosWare Management Suite 2 realizes a sleek system that removes tediousness with an easy-to-understand interface, simple settings and operations, and data visualization.

### Organize

With ApeosWare Management Suite 2, the document life cycle can be organized to increase operational efficiency of the administrators and strengthen governance for the business. Consistency is made possible as the system will inherit the grouping features set by the administrator and implement the same feature across the fleet of devices in the office. This ensures centralized management for the status of registration, settings and application of the appropriate user profiles.

### Adapt

The features used and the amount of data handled by each customer are different. ApeosWare Management Suite 2 is available in Entry Edition and Enterprise Edition product packages to provide features as needed.

### Connect

Customers exchange information daily across multiple platforms including multifunction devices, computers, operational systems and cloud services. ApeosWare Management Suite 2 connects to various devices and systems used by customers, and promotes input and output of documents.

### A new version for more convenience and efficiency.



Alleviate burden of cost transfers



Reduce waste with print rules



Smooth storage of scanned documents



Easy output commands from mobile devices

### Start with the trial version

See how easy it is to use and adopt this software solution with a free 60-day trial.

Address issues related to document input and output, including the cost of managing documents, risk of leaks, print queue traffic and operational delays.

# ApeosWare Management Suite 2

# Visualize

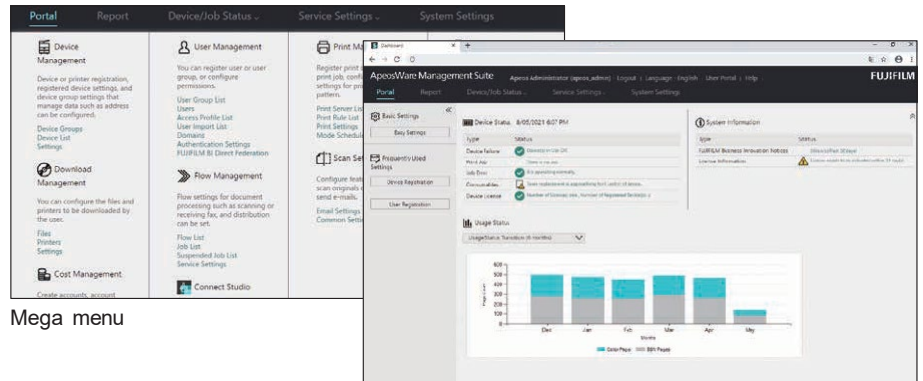
Advanced design and visualization from the user's perspective

## Easy-to-understand interface Intuitive operations

To a busy administrator, reading a manual to learn procedures is just tedious...

An "Administrator UI" to learn operations while using the system

An intuitive interface makes settings and operations easy even without the manual. Administrators will quickly learn the operations of ApeosWare Management Suite 2.



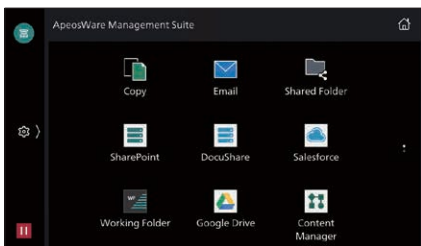
Mega menu

Administrator portal

I want to operate devices with as few steps as possible...

Menu displayed on the control panel

Menus for the ApeosWare Management Suite 2 are provided on the control panel of the devices. You can quickly access to the operation service on the device. External linkage system such as DocuShare and SharePoint can be connected to the system to provide you with the same operational experience.



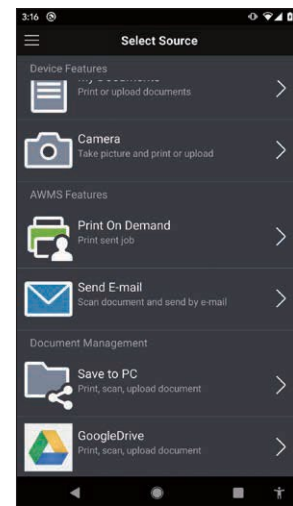
Multifunction device Control Panel

I want to operate my mobile device the same way as my computer...

Direct operations from mobile devices

A specialized program is provided for mobile devices. Devices, users, and setting information specified on ApeosWare Management Suite 2 are applied to mobile devices to allow direct output and scanning by intuitive operations from the user interface. Devices to output and scan by using QR codes\* can also be setup easily.

\* QR Code registered trademark DENSO WAVE INCORPORATED.



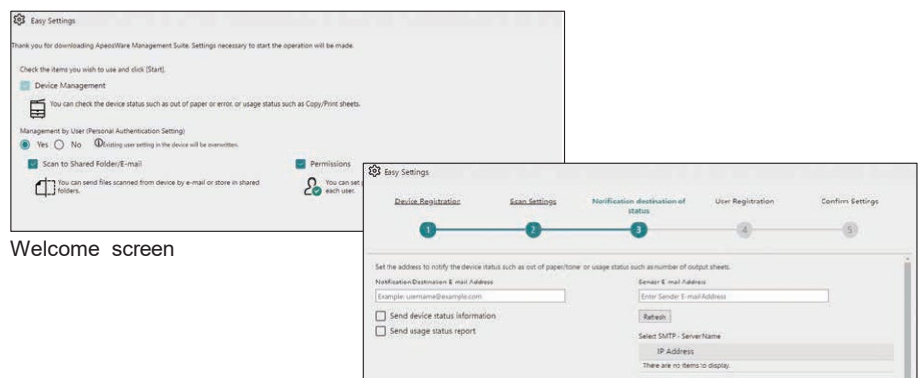
Mobile device user interface screen

## Easy installation and setup Visualize procedures for settings

I'm worried about the installation without an IT person at my company...

Settings screens navigate even inexperienced users

ApeosWare Management Suite 2 has easy settings functions built in to automatically navigate users through screens until the settings are complete. Users will be able to install and specify the default settings themselves to limit the time and cost of adoption.



Welcome screen

Easy setup screen

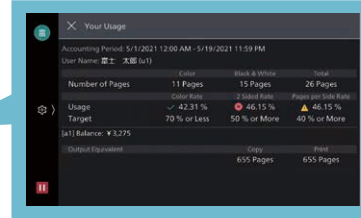
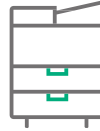
## Display the usage status

I want all users to be cost-conscious.

Display the usage status on the control panel on login

Individual usage status can be displayed in monetary amounts. You can also show each user's gap from administrator targets for color printing, 2 sided printing, Pages per Side, and so on. This information can be hidden for those who have met the targets. It reduces the burdens of the administrator while raising cost-consciousness of users.

## Get data on the control panel



The usage status screen

### Usage status



Mr. A, Sales division  
Cost-cutting target has not been met  
Status displayed



Mr. B, Sales division  
Cost-cutting target has been met  
Status not displayed



Miss. C, Secretary  
Not applicable

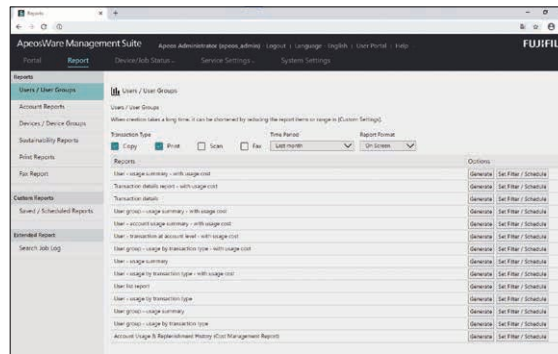
## Create accounting reports

I want to know the usage status of devices so I can optimize their locations and reduce overuse.

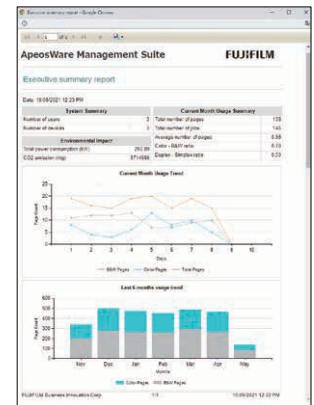
Creating over thirty different types of reports

A wide-range of reports can be created on the web browser using collected job log information such as the users of devices, sheets that are output, paper sizes, and time. The report function has been dramatically enhanced in ApeosWare Management Suite 2. A variety of reports can be created across five categories.

## Visualize usage status with reports



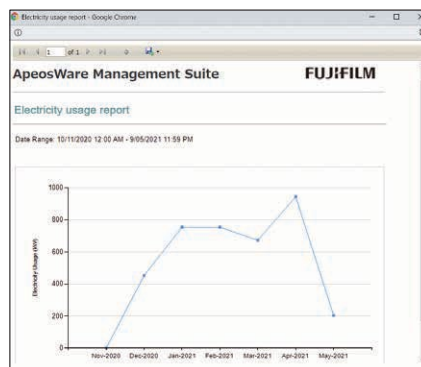
A screen for creating web-based reports



Executive summary report

Device Name 1	User ID 1	Color Pages	B&W Pages	Total Pages	Total Jobs 1
100	+11111	19	30	49	49
	apeos_admin	15	19	34	34
	ID1234	16	23	39	39
	u1	22	31	53	53
101	+11111	20	36	56	56
	apeos_admin	17	21	38	38
	ID1234	25	27	52	52
	u1	26	28	54	54
u0	19	26	45	45	

Device usage report by user



Electricity usage report

User Group Name 1	Sheets	Impressions	B&W Ratio	2-Sided Ratio	Multi-UP	Actual Pages	CO2 emission (g)	Possible Pages	Substitution
Default Group	1017	2700	68.72	41.84	34.61	58.26	1212000	990	
富士太郎	302	1432	51.66	44.61	67.81	16.06	212000	150	
富士太郎	311	1178	42.42	49.92	45.45	54.24	307000	100	

Usage analysis report

### Main features

- Web-based accounting reports
- Custom settings
- Various output formats (Web/PDF/Office documents)
- Automated report settings (Email/shared folder storage)

# Organize

Efficiently manage the document life cycle from creation to disposal

## Management of devices

Reduce burden of settings by assigning groups

With the increasing number of devices, the burden on the administrator also increases...

### Organize and manage settings information

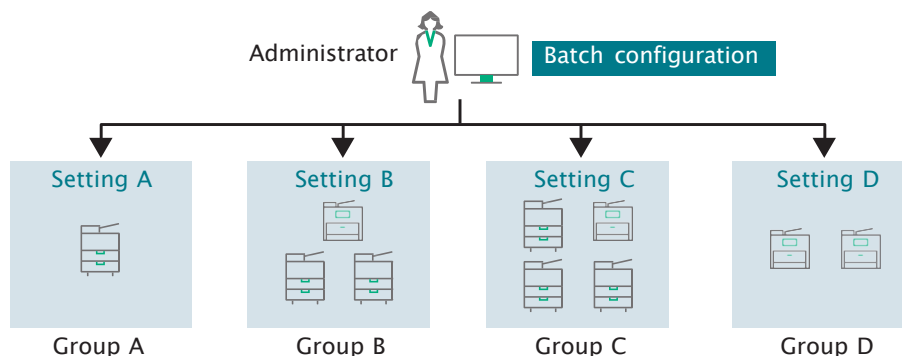
Device groups can be created and devices to manage can be registered to the group. It is possible to centrally manage settings information and to batch configure device settings. Resetting devices is easy even in case of a device malfunction.

### Email notifications of device statuses

This function monitors the status of devices and sends notifications by email. Problems such as a lack of paper or paper jams can be handled in a timely manner.

### Centrally manage device panel settings

Buttons on the control panel of devices can be registered in batches from the server to drastically reduce the time for installation.



- Main features**
- Management of devices and device groups
  - Automated registration of devices
  - Reflection of device data
  - Authentication/accounting settings
  - Display of device statuses/meter information
  - Notification settings for statuses
  - Displays job log collection status

## Management of users

Manage departments and offices securely and all at once

I'm worried about security in an environment where many people use devices...

### Strengthening security with user authentication

This function authenticates users when logging into devices to identify who is using the device before it is used.

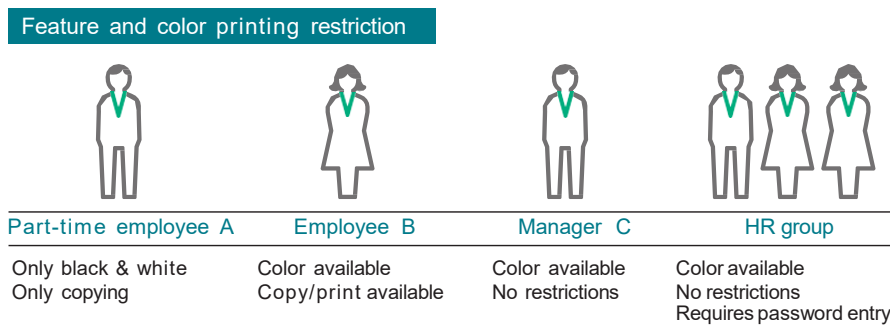
### Setting strict restrictions to functions and access privileges

Device features and color printing can be restricted by individual, department, or position. This reinforces security and promotes effective TCO reduction.

### Easily register user information

User information can be imported from LDAP, SQL servers, Active Directory, and CSV files. This allows efficient registration and management.\*

\*Users can register their card IDs from the control panel of multifunction devices or their computer.



- Main features**
- Management of users and user groups
  - Settings for access profiles
  - Links with external authentication servers (domains)
  - Import of users
  - Import of accounts\*
  - Settings for authentication features
  - Self-registration of user card IDs
  - FUJIFILM BI Direct Federation
  - \* Entry Edition requires Cost Recovery Option.

## Management of printing






### Organize rules for efficient output

I want to thoroughly reduce costs without relying on user awareness...

#### Limit wastefulness through "print rules"

Rules for output such as "high speed, 2 sided printing of large-quantity jobs" and "black & white printing for email" can be specified. Output without wastefulness can be performed thoroughly without any particular reliance on user awareness.

#### Example settings of print rules

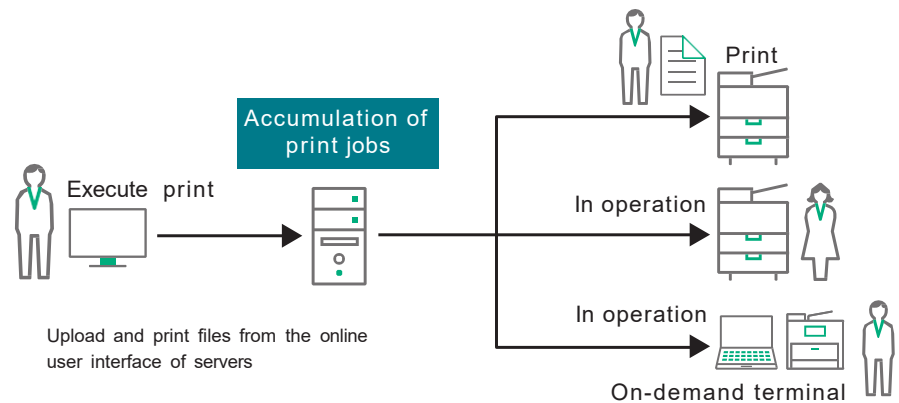
By data format	By color ratio	By sheets to print	By email	By time period
 2 sided printing for PPT	 Compulsory black & white printing for color ratios of 40% or more	 Large-quantity print jobs are sent to low-cost, high-speed machines	 Black & white for email printing	 Cancels output of 50 sheets or more between 10:00 am and 5:00 pm

I can't print my urgent documents because the device is in use...

#### Quick Print On Demand\*

"Print On Demand" can be used to output from any device of your choice upon user authentication. Your print jobs are stored temporarily to a server. This also allows you print out only the correct documents and delete those print job with incorrect settings.

\*Print On Demand is optional for the Entry Edition and standard for the Enterprise Edition.



#### Restricting output by guest users

For example, users can pay to use "Guest Print". The guest users will be able to perform the print job from designated locations, such as the library.

- | Main features                 |                                    |                               |
|-------------------------------|------------------------------------|-------------------------------|
| • Management of print servers | • Access protocols and print rules |                               |
| • Direct printing             | • Popup notification               |                               |
| • Print On Demand*            | • Attribute changes of print jobs  |                               |
| • Guest Print*                |                                    | * Optional for Entry Edition. |

## Providing a Mobility Environment

### Input/output from mobile devices are also well managed

#### Achieving highly secure usability\*

ApeosWare Management Suite 2 can manage input and output from smartphones and tablet devices.

\* Optional for Entry Edition.

#### Output from the web or Email\*

Files can be uploaded and output via a web browser. Emails and attachments sent to a specified email address can be printed.

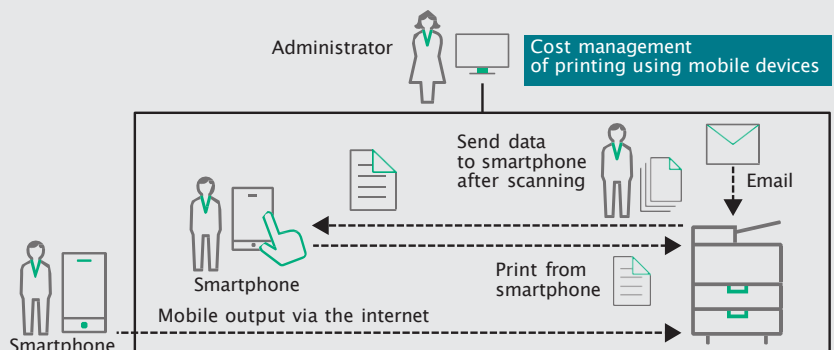
\* Optional for Entry Edition.

#### Output via the Internet\*

Isolating the Mobile Server allows mobile output via the internet.

\* Optional for Entry Edition.

Note: Separate user licenses are required for 11 or more users.



- | Main features  |   |  |
|--|---|--|
| • Sending of print jobs  | • Links with file management services*2 |  |
| • Operation of Print On Demand*1   | • Cost management*1                     |  |
| • Scan to Email  |   |  |
| • Associating mobile devices with devices  |   |  |
| *1: Optional for Entry Edition.  |   |  |
| *2: DocuShare, OneDrive, Microsoft SharePoint Server, Salesforce®, Microsoft SharePoint Online are supported optionally. |   |  |

## Cost management

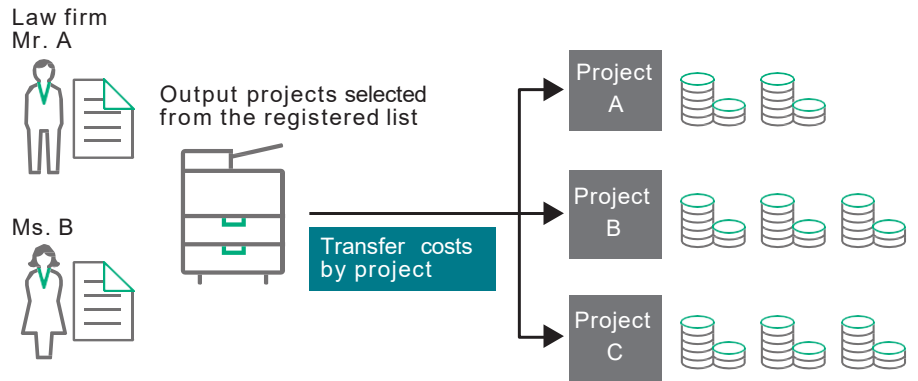
Organize the cost incurred according to the output by project

I want to transfer the costs for output as well when invoicing customers, but there's no way to do so by project...

### Transfer costs by project\*

For example, the staffs at offices such as law offices or architect studios that have multiple projects at the same time can register an account for each project in advance. This way, accounting results can be used to transfer costs.

\* Optional for Entry Edition.

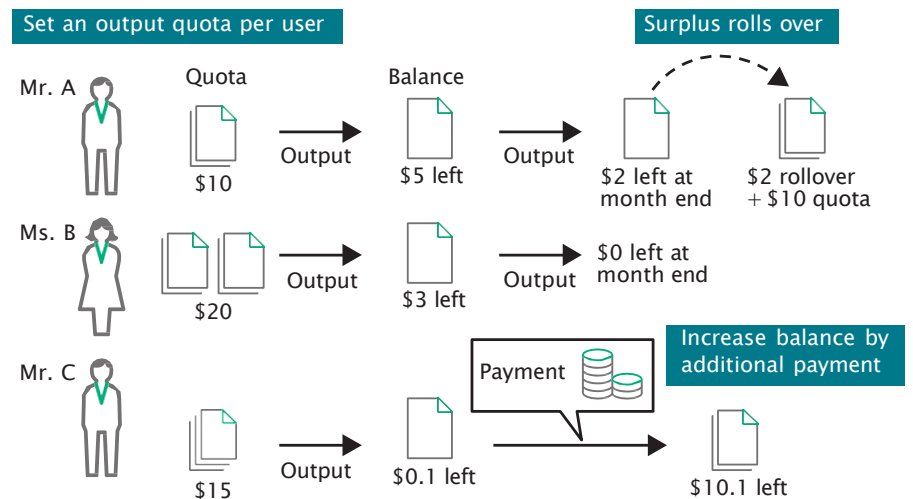


I want to properly manage the budget associated with output...

### Decide and control the "balance"\*

A balance can be set for each account to control the output costs. Flexible operations are possible by rolling over balances with a surplus to the next month or by replenishing accounts with insufficient balances.

\* Optional for Entry Edition.



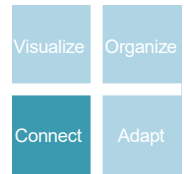
#### Main features

- Management of accounts
- Creation of fee structure
- Settings for replenishment schedules
- Accounting reports for each account



# Connect

Adapt to the ever-changing business environment to improve processes



## Link scan settings with file management services Flexibly connect devices with systems

Can I set the processing method or destination when scanning documents?

### Consistent operations and easy login

Avoid confusion with a unified operation screen, even when accessing various file management services. Once user IDs and passwords are registered in advance, there is no need to log in to file management services every single time.

### Simple settings from the control panel

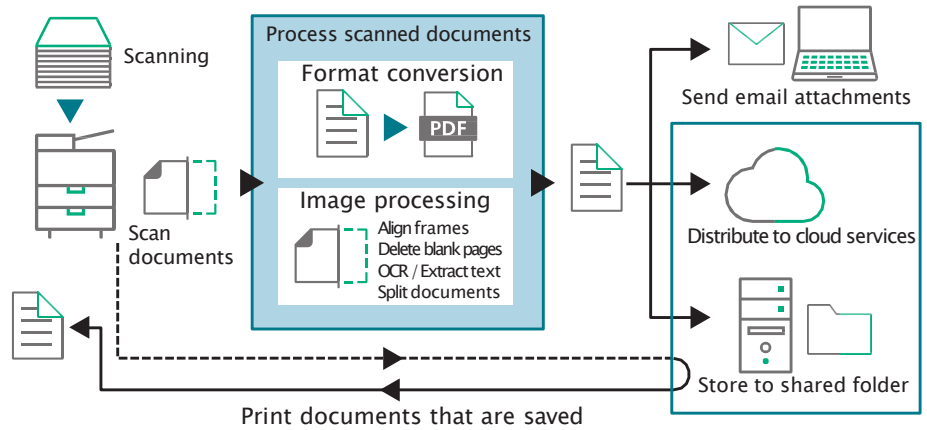
A simple flow function is provided to process and distribute scanned documents. Scanned documents can be attached and sent by email or stored in a shared folder on the network.

### Input and output documents in the cloud\*

For example, documents saved to cloud services can be accessed from the control panel of devices and printed.

\*SMB, FTP, email, Google Drive™ are supported as standards. DocuShare, OneDrive, Microsoft SharePoint Server, Salesforce®, Microsoft SharePoint Online are supported optionally.

### Easily specify flow settings from the control panel of devices



### Main features

- Image processing
- Scan settings
- Email sending of scanned documents
- Links with file management services
- Printing of saved documents
- Email notifications
- Cost management\*
- \* Optional for Entry Edition.

## Document distribution using flows\* Paperless, timely links to downstream processes

\* Optional

We receive so many faxes and scan documents daily, and it's tough to process them manually...

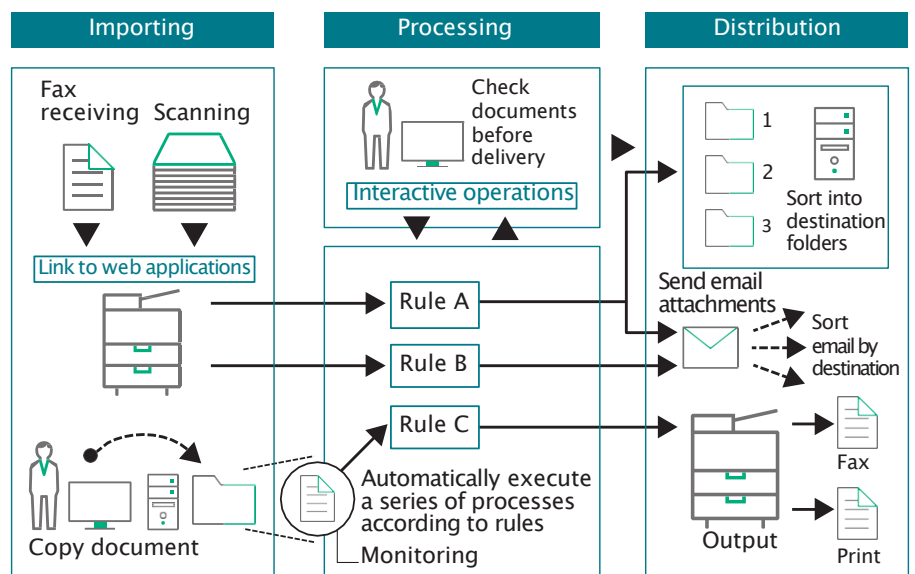
### Standardize operation through settings in advance

Various processes can be set by establishing rules as "flows" in advance. A series of processes is performed automatically such as document processing, distribution, outputting, and saving by simply importing documents from received faxes and scan operations.

### OCR and noise reduction possible\*

Processes such as format conversion and OCR processing\* that go along with importing documents can be performed automatically. High-level processing can also be standardized, including sorting for addresses based on the text strings extracted through OCR.

\* A separate option is required.



### Main features

- Import documents
- Generate data (Document names, QR code reading\*, attribute mapping, form analysis\*, etc.)
- Document distribution (Distribution jobs, multi-sending, form analysis result output\*, etc.)
- Error notification
- \* Optional

# Adapt

Creating a system configuration that matches the customer's environment

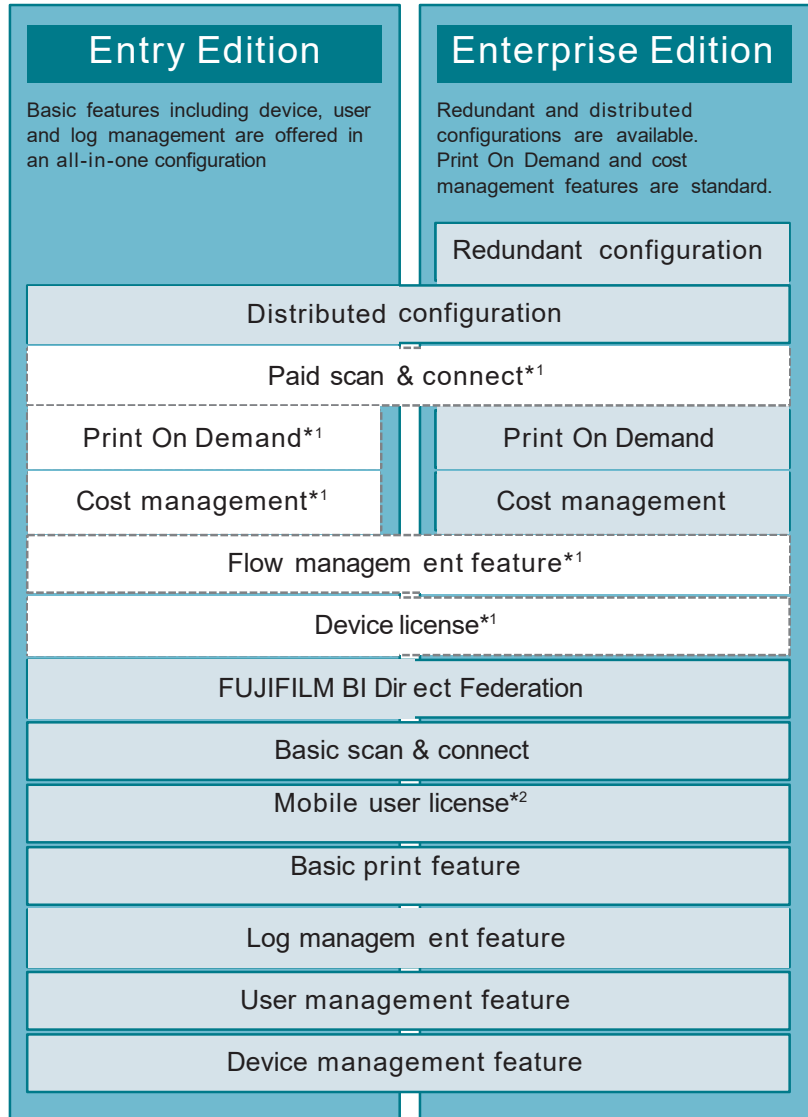
## Entry Edition and Enterprise Edition are available Adapting to the customer's purpose

### Selecting from two types of adoption

ApeosWare Management Suite 2 offers an "Entry Edition" for easy implementation and an "Enterprise Edition" with Print On Demand and cost management as standard features. In addition, the features can be adapted to your needs.

### Controlling the amount of handled data by computer specifications

For the Entry Edition and Enterprise Edition, the amount of data to be handled by the system can be controlled according to the specifications of the server.



\*1: Optional

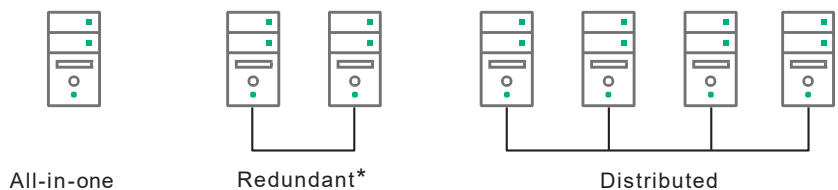
\*2: Separate user licenses are required for 11 or more users.

## Flexible system configurations to meet IT needs Adapting to customer requirements

### Supports "all-in-one", "redundant", and "distributed" configurations

ApeosWare Management Suite 2 can be configured as a system adapting to the IT needs of customers. In an all-in-one configuration, high-level features are bundled onto a single server. It allows input and output of documents with a minimum of investment and contributes to resolving the various challenges the customers may face. In addition, Enterprise Edition supports redundant and distributed configurations to satisfy high-level system requirements.

### Example of server configuration



\*: Only Enterprise Edition

## System configuration that adapts flexibly to the customer environment

ApeosWare Management Suite 2 manages network devices such as multifunction devices and printers, and the users of those devices, and is a software that comprehensively manages authentication, output, log accounting and document distribution.

