

FollowMe® Embedded for Ricoh

Secure Document Output Management



Overview

Ringdale FollowMe® Embedded for Ricoh technology is available on Ricoh multi-function printers (MFPs) to provide a completely integrated, all-in-one solution for secure document output management and accounting.

Through the use of an embedded panel on Ricoh MFPs, FollowMe provides full control of all MFP functions, including copying, printing, e-mailing, faxing and scanning. This all-in-one solution also provides user authentication, policy and rules-based printing, accounting for all data flowing through the system and centralised storage of data for reporting, auditing and exporting to billing.

Key Benefits

Full Management of All MFP Devices

FollowMe provides full control and management of all multifunction printer (MFP) capabilities, including:

- Copying
- Printing
- E-mailing¹
- Faxing¹
- Scanning¹

Direct Selection of Print Jobs

- Select print jobs directly from a list displayed on the MFP's front panel

Control Users' Access to MFPs

- Restrict hours of use
- Control access to specific MFPs
- Control access to specific functions¹
- Control costs of colour copying/printing

Track User Activity and Recover Costs

- Track user activity on all devices²
- Recover costs on a per user, cost centre, cost code or department basis

Policy and Rules Based Printing

- Improves user efficiency and document workflow
- Enhances users' output management experience
- Re-route printing based on conditions such as page counts
- Colour access control for copying and printing output

1. It is not possible on these functions to provide user specific control on the per function level on selected Ricoh MFP models.

2. It is not possible to provide auditing capabilities for specific functions on selected Ricoh MFP models.

Key Features

FollowMe Printing

The functionality supporting the key security and accounting features for FollowMe Embedded derive from FollowMe Printing. With FollowMe Printing:

- Print jobs are not lost
- Print jobs FOLLOW the user to their choice of print device
- Users must identify themselves at the output device before print jobs are released and printed

User Enrolment and Authentication

For security and convenience, user identification and authentication can be implemented at the MFP any number of ways:

- On-screen (embedded) authentication that utilises a user-specific PIN number or Windows® username and password
- Numeric keypad
- Magnetic swipe card
- Proximity card
- Biometrics via fingerprint readers
- Smart card
- Barcode
- Any combination of the above

Accounting and Auditing

- Track user activity on devices²
- Recover costs on a per user, cost centre, cost code or department basis

Localisation

The FollowMe Embedded for Ricoh user interface provides on the fly localisation based on the authenticating users profile at the device.

Embedded User Interface

Ringdale's FollowMe Embedded for Ricoh technology provides an easy-to-use user interface embedded within Ricoh MFPs.

A touch panel screen displays the functions available on each device. To release a print job, users simply press the FollowMe Printing touch panel and then authenticate themselves using the numeric keypad or an externally attached ID device.