

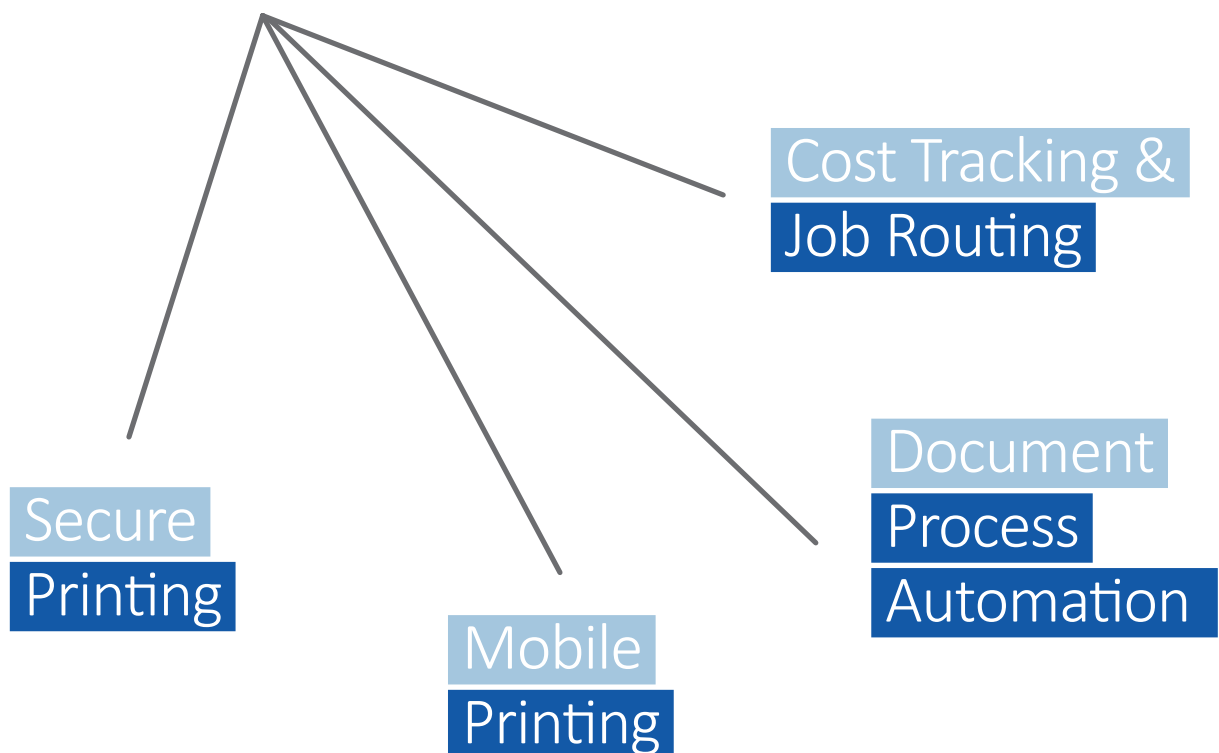
Print Management  
made easy

The logo features the word "uniFLOW" in a bold, sans-serif font. "uni" is in dark grey, and "FLOW" is in red. Above the text is a decorative graphic of several squares of varying sizes and colors (white, grey, red) arranged in a horizontal line. Below the main text, the words "for SMB" are written in a smaller, dark grey font.

**uniFLOW**  
for SMB

# Efficient Management of your Print Infrastructure

uniFLOW for SMB is a print management software for small and medium-sized businesses designed to bring the benefits of multifunctional devices to your organization. Incorporating uniFLOW for SMB into your document processes will enhance control and efficiency of your devices and increase employee productivity. The easy configuration and its device-based licensing makes uniFLOW for SMB suitable for your needs and it can easily be upgraded whenever necessary.



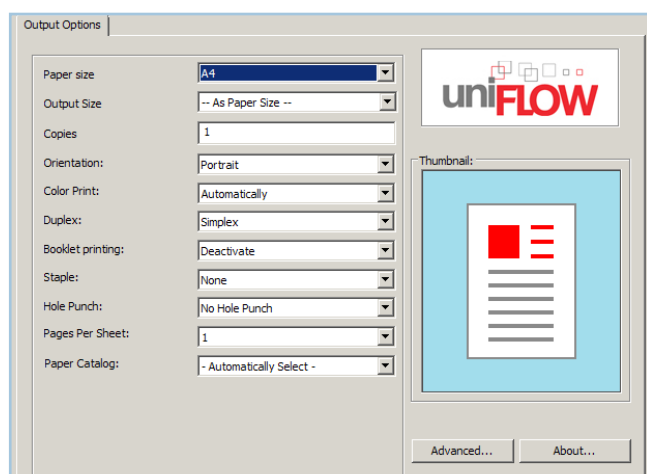


# Print your confidential Documents securely

At some point, everybody needs to print a confidential document. With uniFLOW for SMB, there is no need to purchase local printers as you can print sensitive documents to a shared network device.

## One Driver for All – The uniFLOW Universal Driver

One driver for all – the uniFLOW Universal Driver's unique technology allows users to choose any network printer from which to release a job, regardless of model or manufacturer. The uniFLOW Universal Driver ensures correct output as requested which reduces user dissatisfaction with the printing process and saves costs by cutting waste.

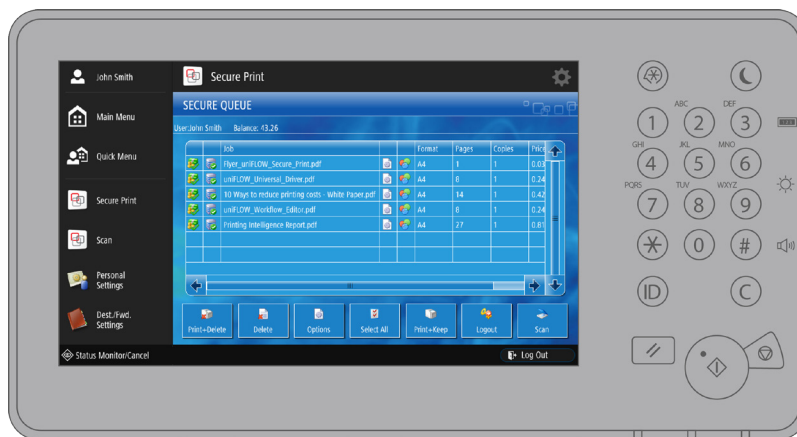


## Multiple Authentication Options

With uniFLOW for SMB, device access can easily be controlled. Users can choose from multiple authentication options e.g. card login, username/ password, PIN code, job code and anonymous login in order to securely release print jobs from their personal secure print queues.

## Personal Secure Print Queue

The secure printing functionality allows users to release print jobs conveniently at any device within the organization. All print jobs are stored in a user's personal secure print queue from which they can be released or deleted. On Canon imageRUNNER ADVANCE devices, users still have the opportunity to determine how each job should be printed by changing finishing options e.g. duplex, color mode or paper type directly at the device screen.



## Wide Range of supported Devices

The personal secure print queue can be displayed at any network printer provided the uniFLOW for SMB embedded applet is installed. Embedded applets are available for various Canon devices e.g. Océ Large Format Printers and selected devices from Konica Minolta, Xerox, Samsung, Brother, Sharp, Lexmark and OKI. For devices without an embedded platform, users can use the uniFLOW Release Station to release their jobs securely.





# Send Print Jobs from any Location

Printing requirements extend far beyond the simple “file, print” via desktop PCs. Today’s business processes change rapidly therefore flexibility is essential as far as document handling is concerned. Converging consumer and business technology has driven a “bring your own device” revolution allowing employees to work anywhere, at any time and on any device.

---

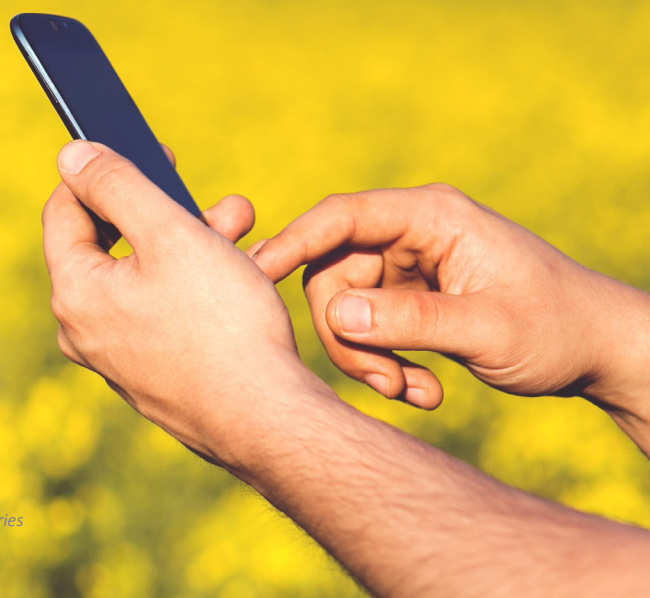
## Convenient Mobile Printing

Regardless of location, users can use their smartphones or tablets to submit and release print jobs in a secure and managed way e.g. via email or native uniFLOW apps. In addition, the certified Apple AirPrint® support as well as direct Google Cloud Printing™ complete uniFLOW’s mobile submission offering. Users will see all their print jobs, regardless of how they are submitted to uniFLOW, displayed in a personalized secure print queue on the device user interface.

---

## Guest Printing

Unknown users and guests can also submit print jobs from their smartphones or tablets. An email containing a job code for authentication at the device will be sent to the user thus offering guests an easy way to print boarding passes or other documents needed for meetings. Guest print queues can also be configured which allows guest users to change finishing options at the device.



## Certified Apple AirPrint® Printing

The uniFLOW Service for AirPrint® provides secure print services for iPad®, iPhone® and Mac® and offers a centralized approach so that print management, support and security can be tightly controlled. Businesses can benefit from app-free secure printing and job accounting for all iPad, iPhone and Mac devices integrated into the company network.

The official Apple AirPrint certification guarantees full access to the AirPrint Application Programming Interface. This means that uniFLOW can use additional finishing features including color, stapling and hole-punch controls.



---

## Google Cloud Print™

uniFLOW supports Google Cloud Print. The service is aimed at users of Google Chromebooks™ as well as those who want to print to Google Cloud Print via smartphone, tablet, PC or Mac or who wish to directly upload print jobs to Google Cloud Print via the web browser. uniFLOW enables secure printing and there is the option to track all print costs.



---

## Mobile Apps

With the uniFLOW app for iPad/iPhone, Android™ and Windows Phone®, users are able to print from any location and release documents to any device connected to a uniFLOW server. The uniFLOW mobile print application brings enterprise level print management functionality to users' smartphones.

---

## Web Upload and Web Printer Driver

Mobile workers can also submit documents by uploading them via a web browser. In addition the uniFLOW web printer driver allows users to submit secure print jobs from outside the company network. Regardless of location, users are able to submit jobs directly via the web printer driver into a web server that is monitored by uniFLOW.



# Easily manage your Costs and Savings

## Multi-Level Cost Centers

uniFLOW for SMB allows organizations to assign costs to a multi-level cost center so fees are charged to the appropriate customer, project or departmental subdivision according to job role.

uniFLOW user web

Booking.pdf  
Pages: 1 | Color Pages: 1 | Price: 0.1000

Filter: Name or Description: All [Clear filter](#)

Cost Center Name	Description
Project 335689	Regional Customer Event ASIA
Project 335847	Strategic Development Alliance
Development	New Projects
<b>Human Ressources</b>	
Controlling	

Comment

Page 1 of 1

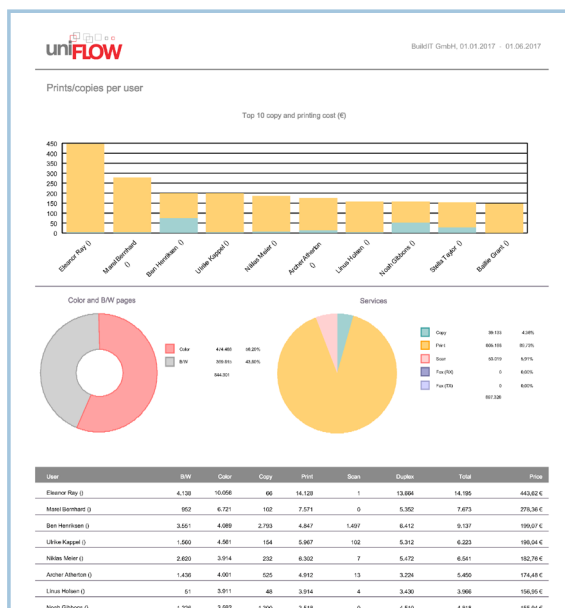
1 - 7 of 7

Print Job is not chargeable

Delete print job Assign Cost Center

## Track Cost Savings

Monitor savings made thanks to improved printing practices e.g. deleting secure print jobs which have not been printed. With this information, better printing practices can be established which will bring about a return on the original investment.



## Route Jobs to the cheapest Device

Allow users to print small print jobs on desktop printers whilst, at the same time, incorporating uniFLOW for SMB which will automatically route larger jobs to the cheaper and faster multifunctional devices. In addition, users can be forced to print emails in B&W.

## Track the environmental Impact

Through accurate monitoring of usage and savings, uniFLOW for SMB can illustrate how many trees or how many grams of CO2 have been saved thanks to better printing practices. These reports can reveal how your organization has reduced its environmental impact.



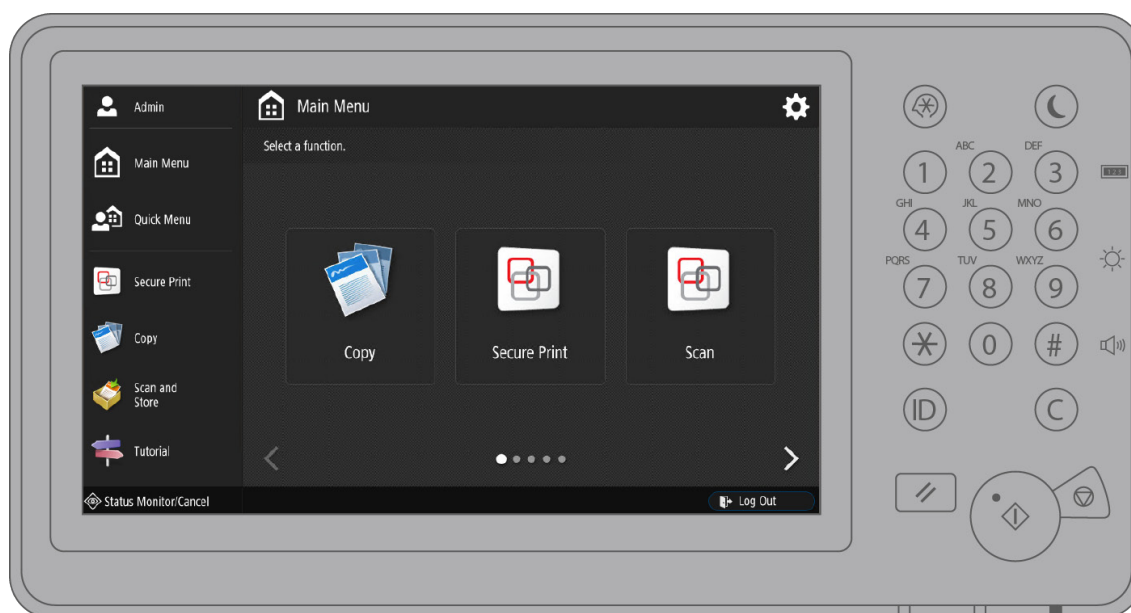


# Document Process Automation

With optional scan licenses organizations can scan documents directly from their Canon imageRUNNER ADVANCE, Canon imageFORMULA ScanFront or desktop scanners into the respective business processes. The lean intuitive user interface and secure personalized scan workflows help to achieve immediate gains in productivity.

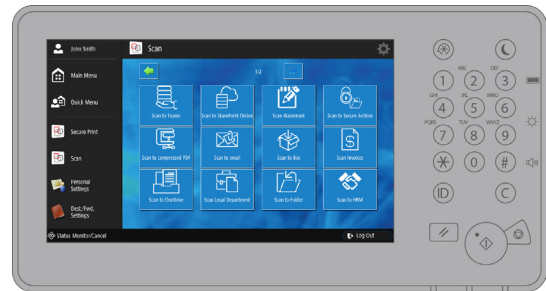
## Unified Printing and Scanning

When operating on Canon devices, users will have the same user interface for both printing and scanning. Once logged on, users can select their secure print queue or their personalized scan workflows, creating a unified user experience.



## Personalized Scan Workflows

In general, users are likely to have different scanning requirements depending on their job role. The administrator can grant different access rights to workflows for single users and groups. These workflows follow users around the organization.



## Process all captured Information

Process your paper documents by a powerful scan engine which utilizes highly accurate OCR to extract all information from a document. Allow your users to automatically pre-fill index information or to convert documents to different formats such as Microsoft Word.

## Distribute to where it is needed

Once captured and processed, users can easily distribute documents to a variety of destinations including Microsoft SharePoint®/ Online, Therefore™/ Online, RightFax or Hyland OnBase® as well as to popular cloud-based destinations such as Microsoft OneDrive®/ OneDrive® for Business, Google Drive™ or Dropbox.



### Standard

- Email
- Folder
- FTP
- iW Desktop
- Microsoft Exchange
- Print Room
- WebDAV



### Cloud Destinations

- Box
- Dropbox
- Evernote®
- Google Drive™
- LEAP Cloud
- Microsoft OneDrive®
- Microsoft OneDrive® for Business
- Microsoft SharePoint® Online
- Therefore™ Online



### DMS/ ECM-Systems

- AFAS
- Alfresco via CMIS
- DMSforLegal
- FileNet® via CMIS
- Hyland OnBase®
- iManage Work
- LEAP
- Lexis Affinity™
- Microsoft SharePoint®
- OpenText Content Server
- RightFax
- Therefore™



# Immediate Benefits

## Single Release Queue



All print jobs, regardless of how they are submitted to uniFLOW for SMB, appear in the user's personal secure print queue and can be released from any device, regardless of model or manufacturer i.e. users can print securely using any connected device.

## Control and reduce Costs



Using the built-in reporting system, organizations can track and analyze printing, copying, faxing and scanning usage, allowing internal costs to be charged back correctly and current usage audited. Routing of jobs result in immediate savings and increased efficiency.

## Help save the Environment



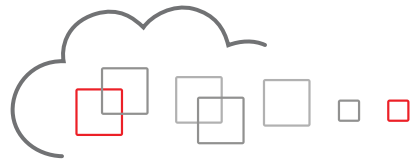
uniFLOW for SMB can provide the analysis to help implement an environmental printing strategy, saving valuable resources and improving environmental performance.

## Increase Document Security



To prevent unauthorized use of devices and keep valuable and confidential information safe, uniFLOW for SMB requires users to identify themselves at a device. This keeps confidential documents out of the wrong hands.





[www.uniflow.global](http://www.uniflow.global)  
[www.uniflowonline.com](http://www.uniflowonline.com)