

Green ICT Case Study

London South Bank University (LSBU) Managing printing and imaging – Departmental case study

Summary

Consolidating nine printer, scanner and fax machines by replacing them with two multifunctional devices (MFD) in one Department is expected to produce annual savings of £100 in energy use and a reduction by 0.5 tonnes for CO₂ emissions. Other benefits will include more accurate invoicing and less printer downtime using print management software; increased office floor space and better use of academic staff time through on-line printing.

Background and challenge

As part of the LSBU strategy to reduce the number of single function devices and move to fewer, greener, more efficient, multifunctional devices (MFDs), The university is undertaking reviews of departmental devices and work areas with M2Digital. A full analysis was undertaken by M2digital to produce a comprehensive print management strategy with predictions of efficiency benefits, cost savings and reductions in carbon emissions. A Department with seven support staff and nine different devices that were not monitored for printing and imaging was identified as a suitable candidate to test for a more efficient printing and imaging solution.

Previous practice

In the past, Departments could specify and order any printer or imaging device, either directly or from recommended suppliers. In recent years such ordering has to be done with scrutiny by staff in ICT or Document and Copyright Services.

The Green ICT change

There should be quantifiable reductions in carbon emissions and increased staff awareness of environmental issues and cost during this change process. Two MFDs were installed (one as back-up) and the Department staff can print locally or send the print request on-line to the LSBU Print Room from any internet enabled device. We encourage the on-line option as this saves carbon in travel to and from LSBU and while at the university, so the carbon reduction is much larger for London.

Having printing done remotely makes better use of academic staff time. However, some staff find it more convenient to keep on using older, expensive, inefficient devices and remain unaware or unwilling to use alternative solutions. As a result, multimedia resources, such as video clips and “how-to” guides have been developed to communicate the advantages of switching to MFDs and on-line printing. Examples can be viewed at <http://tiny.cc/sendonline> and <http://www.lsbu.ac.uk/sdu/5min/olprint/>.

Key points and benefits

Removing six printers and a fax machine freed up office floor and desk space, and reduced the numbers of devices to maintain, support and purchase consumables for. SmartDevice Monitor software is on-line at LSBU and is used to proactively ensure good uptime for the MFDs, control powerdowns, ensure timely ordering of supplies and increased print service efficiency. End users can print locally or on-line from any internet or networked enabled device.

Conclusions and recommendations

This is an ongoing business process. The aim is to reduce carbon emission and tighten up procurement and management of mixed, unregulated devices. The new MFDs will improve technology, save carbon and drive change in blended teaching and learning by improving the quality of teaching and learning materials and by allowing digitised copy being added to our Electronic Document & Records Management System.

The next phase will be to identify individual user volumes, review the need to print and photocopy, and encourage original digital content for our local Electronic Document and Records Management System (EDRMS). This will develop our content in LSBU's virtual

learning environment, increase assets and address several copyright issues and concerns.

Additional information.

The Department staff all welcome the additional features and functions of the central multifunctional device (2- & 4-hole paper punching, stapling, with double sided printing in black as a default). The manager is pleased because costs are known and the budget for printing and imaging is transparent. The next step (in 2012) is to link the use of the MFD with individual users and make them more accountable for their own use and carbon footprint.

Contact details

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Proposed Savings 1st Jan 2011 – 31st July 2012/

Equipment & Usage Savings	£1,336
Power Consumption Savings	£159
Hard Savings Total	£1,495
Admin Savings	Increased uptime of devices Less time spent phoning for service, toner, fixing machines etc
Other savings	0.79 tonnes CO₂ discharge. Protection against future device and consumables cost increases