



Submission &  
Payment for

**PRINT  
ROOMS**

## Print Submission Portal

- User logs into the Webprint portal using their active directory credentials
- Users upload their print documents via the monitor Webprint portal
- Users can elect any number of finishing options that are being offered by the print shop
- The user prepays for the documents online using their credit card
- The payment is processed through your own bank's payment gateway
- The print shop produces the document applying all finishing options purchased
- The user receives an e-mail when it's ready for collection
- The transaction details, including department details, are recorded in the MonitorBM system. A range of reports are available including by department & staff member, for the print room usage

## Easy & Efficient



### Reduce Waste

More control over who can print what and visible tracking of paper use means users are invested in the use of paper, power and ink.



### Recover Costs

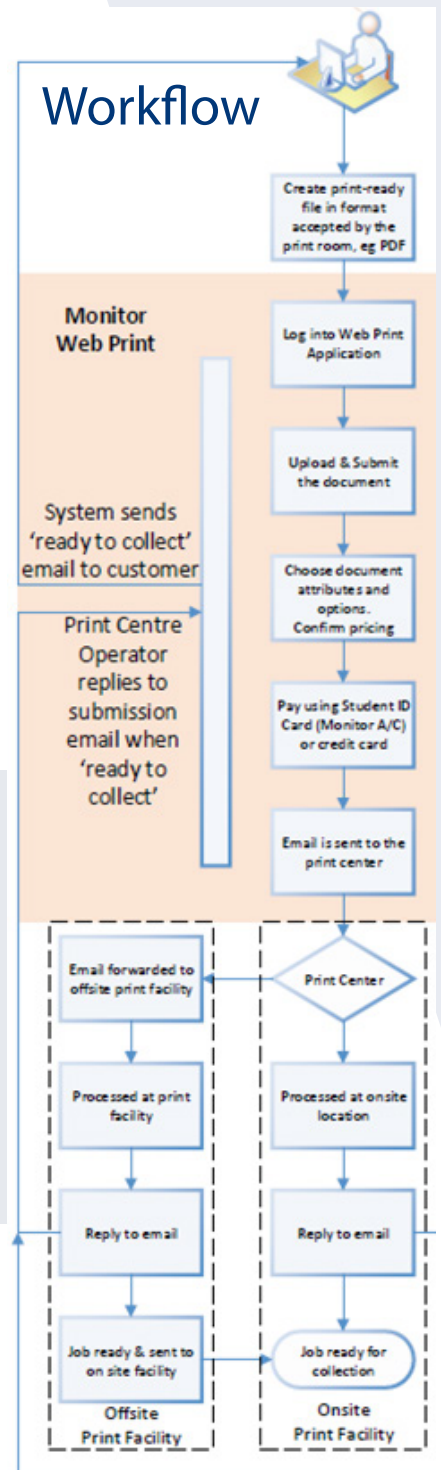
Customise rules for users, enforce double-sided or black-only printing, and set your own parameters when it comes to quotas and budgets.



### Increase Security

With Secure Find-Me Printing, user authentication and tracking, your sensitive documents will only print where and when you want them to.

Created to streamline and simplify even the most complex of multi-user printing demands, MonitorBM makes printing as easy as it should be.



Monitor Print's embedded software integrates easily with all major brands

brother

SHARP

Canon

KYOCERA

TOSHIBA



KONICA MINOLTA

Lexmark

OKI



RICOH

FUJI XEROX



## Monitor Print Solution

Utilises the power of Microsoft SQL and Monitor's Supervisor Net to create a versatile and scalable user database

Monitor's web-based application can be handled by multiple user computers simultaneously

BYOD, mobile and network printing easily integrated

Prevent wasted paper by eliminating unclaimed printing with increased user responsibility

Improve efficiency by managing print queues or printing your documents on any network printer

Guarantee document security and user privacy, even in public settings, with secure user databases or one-off log ins

Match the departmental structure in your university, school or business. Specify permissions and restrictions per individual user or department

Embed Monitor software on your existing printers and photocopiers

Customise the Monitor Print Pop-Up with your own branding

Web Portal for top up of accounts, including auto top up options

Web Portal to manage account for both Admin and users



## User Experience : Three Step Process

### Document is uploaded

**1**

Welcome CASUAL USER!

How would you like to send us your print job?

File Print Web Print Email Print Print Room

**Upload file To Print Room Printing**

Maximum allowed file size: 100 MB Supported file types

Choose Print Center Location : fsdfsdfs

Please allow 6 hours for your document to be picked up from the print room. You will be emailed when your document is ready to collect.  
The print room address is :  
To Contact us, please call : or Email  
[chris.laing@monitorbm.com](mailto:chris.laing@monitorbm.com)

Select files...

Your balance is \$30.00

Document Name	Pages	Attributes	Status	Cost
image_20...	1	A4, Color, One-Sided, 1 Copy	Waiting For Payment	\$0.10

Total cost of selected jobs

Select All Deselect All

Continue Payment Delete

### Attributes & finishing options are defined by the user

**2**

Change the job's attributes

**Current Document Details**

Document Name: image\_2020\_07\_08T01\_12\_05\_154Z.png

Print Room Name: fsdfsdfs (1)

Size: A4

Pages: 1

Color: Color

Sides: One-Sided

**Job Type**

A4

**Basic Options**

Color: Color Black & White

Format: One-Sided Two-Sided

Page Size: A4

Number of sets: 1

Pages (1,2,6-9, etc): \$0.11

**Options**

Stapling: Single Top Left (\$0.00)

Hole Punch: 2 Holes (\$0.00)

\$0.00

Page: 1 of 4 Total Price : \$0.11

### User submits the print job

**3**

Change the job's attributes

**Enter details**

Email Address: Phone Number:

Special Instructions:

Delivery Options: Pickup Delivery

Change the job's attributes

**Job Summary**

Basic Options

Color: Color

Format: One-Sided

Page Size: A4

Number of sets: 1

Pages: Base Price: \$0.11

Job Type Name: test

Job Type Group: group 1

Email Address: Phone Number: Special Instructions: Secondary: MATH - MATF


Delivery Options: Pickup

Page: 4 of 4 Total Price : \$0.11

Back Submit Job Cancel

# Get In Touch

## Sydney

 +61 2 899 993 90

 1300 766611

 7 Narabang Way  
Belrose  
Sydney NSW 2085  
Australia

## Brisbane

 1300 766 611

## Auckland

 +64 9 623 5000

 19 Mauranui Avenue  
Epsom 1051  
Auckland  
New Zealand

 PO Box 108042  
Symonds Street  
Auckland  
New Zealand



monitorbm.com  
sales@monitorbm.com