

# Xerox® Workplace Solutions



TAKE CONTROL AND OPTIMIZE YOUR PRINTER AND MFP ENVIRONMENT WITH EASY,  
SECURE AND MOBILE-FRIENDLY XEROX® WORKPLACE SUITE AND XEROX® WORKPLACE CLOUD.

**xerox**™

# The complete software platform for authentication, security, cost control and mobility.

Every business needs to have secure and convenient ways for their workforce to access printing devices, regardless of where the job originates or needs to be sent.

Xerox® Workplace Solutions boost productivity and reduce costs with modular authentication, print management and mobility solutions. Control and manage your printer fleet while enabling mobile productivity with simplified workflows, convenience and security — for any brand printer, anywhere.

## **AUTHENTICATION AND ACCESS CONTROL**

Use any one of our flexible authentication methods to conveniently and securely release your print jobs or access your device. Have the peace of mind of knowing that only authorized users can safely access sensitive data or services that you define.

The authentication options are compatible with a wide range of industry-standard secure readers and cards. Choose card, cardless or phone/tablet-based authentication.

- Flexible card-based reader authentication option
- Mobile authentication using any NFC, QR code or device code with our Xerox® Workplace Mobile App
- PIN-only, confirmation number, or user name and password authentication as an alternate login
- Integration with Microsoft® Active Directory and Azure AD as well as Okta to future-proof your implementation

## **SINGLE SIGN-ON (SSO)**

Make use of our single sign-on capability to access your SSO-enabled ConnectKey® apps. Conveniently authenticate at the printer once and then securely access all your MFP SSO-enabled apps without having to remember long passwords or perform any additional, time-consuming login steps.

To ensure peace of mind, all credentials are kept safe, using login tokens stored and retrieved using triple encryption within a tamper-proof software vault.

## **PULL PRINTING**

Don't leave it to chance and have confidential documents left on the printer output tray for others to see. Submit your jobs to our secure single queue from any PC, MAC or mobile device. Once you have authenticated at a network printer of your choice, you can then view, select job settings, print or delete them as you need. Release your jobs from the embedded MFP release app or use the Xerox® Workplace Mobile App to view and release jobs from the convenience of your mobile device.

## **ACCOUNTING AND REPORTING**

Business owners can closely monitor printing across the organization with our consolidated fleet reporting and accounting capability.

- At-a-glance dashboard provides rapid, real-time insights into print activity and status
- Job-based accounting for print/fax/copy/scan and monthly usage
- Enable job quotas to limit print volume by users by day, week or month
- Ability to use project codes or departments for rebilling purposes

## **UNIVERSAL MOBILE PRINTING AND MOBILE SCANNING**

Xerox® Workplace Solutions give a seamless experience across the full ecosystem of operating systems, even with complex network configurations, allowing print submission over the local network or across the internet from remote locations. Users won't need IT support to get up and running — raising productivity for everyone.

- Provides native desktop printing (file > print) with Windows®, Chromebooks™ and Mac® OS, supporting desktop clients to enable job submission over the internet (for the cloud version) and a server light implementation for the server version with Windows clients.
- Utilize direct print or pull print for any submission method according to your security and business needs.
- Stay inside your network or use the cloud using secure connections.
- Simple job submission by sending your jobs via email.
- Xerox® Workplace Mobile App enables native printing for iOS, Android™ and Windows Surface™ tablets, delivering a simple, common experience which is easier to use and easier to manage. It also allows users to geolocate the closest printer in the vicinity using GPS.
- Jobs originating from mobile devices are converted on the server to ensure against image loss.
- Initiate direct MFP scanning from your mobile device using the Xerox® Workplace Mobile App for a personalized touch.

However you work, there's a Workplace Solution for you. Xerox® Workplace Suite allows the choice to keep everything within your network, while Xerox® Workplace Cloud gives you the flexibility to work across multiple networks and locations.

## CONTENT SECURITY AND PRINT RULES WORKFLOWS

Unique workflows provide high levels of control and additional security measures.

Print rules help take back control of your printers to reduce print volume and reduce costs by incorporating print rules to restrict access to features and devices.

Our content security workflow<sup>1</sup> safeguards against intellectual property loss by monitoring the documents being printed, copied or scanned across your entire fleet for specific text (e.g., 'Confidential' or 'Internal Use Only'). Content owners or administrators are notified when user-defined words or phrases are detected within jobs.

<sup>1</sup> Requires Xerox® Workplace Suite with on-premises installation

<sup>2</sup> Available in server queue mode only

## Your choice. Your way.

Xerox® Workplace Solutions offer flexible license options to suit any size business with the ability to scale as you grow.

Two hosting options, each with its own features and licensing specifics.



### Xerox® Workplace Suite

#### ON-SITE, YOUR SERVER

Designed for installation on a server for a private, secure, on-site deployment, the flexible modular approach allows you to license the features that fit your business needs, regardless of the number of devices you have.

- Authentication made easy: card, NFC, app-based or keyboard or user authentication.
- Licensable as print management or mobility, separately or in combination.
- Content Security workflow to watch for and report user-defined words or phrases when printed, copied, scanned or faxed.



### Xerox® Workplace Cloud

#### SIMPLE SETUP, CLOUD ADMINISTRATION

Ideal choice for organizations with limited access to IT support, companies with more than one network or looking to reduce their infrastructure.

- Authentication made easy: card, NFC, app-based or keyboard or user authentication.
- Use any email-enabled mobile device to one single email address for your entire fleet.
- Provides a single desktop printing experience from anywhere, on any network.
- Uses Xerox® platform application hosted in Microsoft® Azure® for best-of-breed cloud deployment.

Manage Xerox® Workplace Solutions yourself or have us take care of everything. Either way, you'll have total control and the freedom to focus on your core business.

# Suite or Cloud: Features that fit your needs.

| FEATURES COMMON TO XEROX® WORKPLACE SUITE AND CLOUD  | XEROX® DEVICE | NON-XEROX® DEVICE               |
|--|---------------|---------------------------------|
| <b>AUTHENTICATION</b>  |               |                                 |
| Card and Mobile (NFC) Authentication using industry-standard card reader with direct USB                                     | Yes           | Yes — Requires networked device |
| Network credentials or PIN   | Yes           | No                              |
| Unlock MFP with mobile device using NFC/mobile unlock code or QR code (no card reader required)                              | Yes**         | No                              |
| Single sign-on to SSO-enabled ConnectKey apps (available in Xerox App Gallery)   | Yes           | No                              |
| <b>DESKTOP PRINTING (Windows &amp; MAC)</b>  |               |                                 |
| Traditional pull printing workflow (job waits on server or cloud)  | Yes           | Yes*                            |
| <b>MOBILE PRINTING (supports iOS and Android™)</b>   |               |                                 |
| Direct/native Microsoft® Office (PowerPoint®, Word, Excel®), Web pages, Adobe® PDF and Photos, Apache™ OpenOffice™ documents | Yes           | Yes                             |
| Direct Print to printer email address/subject field or Xerox® Workplace Mobile App   | Yes           | Yes                             |
| Pull Print submission via email or Xerox® Workplace Mobile App upload  | Yes           | Yes                             |
| Apple® AirPrint® support   | Yes           | Yes                             |
| Copies, two-sided, stapling, preview and more  | Yes           | Yes                             |
| GPS locator, find printer locations  | Yes           | Yes                             |
| Select release using QR code   | Yes           | Yes                             |
| Support for cellular and wireless client   | Yes           | Yes                             |
| <b>CHROMEBOOK™ PRINTING</b>  |               |                                 |
| Direct Print from Chrome OS™ and Chrome™ browser   | Yes           | Yes                             |
| Pull Print from Chrome OS and Chrome browser   | Yes           | Yes*                            |
| <b>EMBEDDED RELEASE APP</b>  |               |                                 |
| View, edit or delete jobs via MFP app  | Yes           | No                              |
| View, edit or delete jobs via Xerox® Workplace Mobile App  | Yes           | Yes                             |
| Auto population of email address for logged-in user  | Yes           | No                              |
| <b>REPORTING AND ACCOUNTING</b>  |               |                                 |
| Enhanced print accounting to deliver user, departmental and printer tracking with graphical reports                          | Yes           | Yes                             |
| Tracking for all services (copy, fax, scan etc.)   | Yes           | No                              |
| Job tracking and reporting with project codes (Account ID)   | Yes           | Yes                             |
| <b>ADMINISTRATION/CONFIGURATION</b>  |               |                                 |
| Limit user access to corporate printers or add access to a public printing network outside of your account/deployment        | Yes           | Yes                             |
| Set default print policies   | Yes           | Yes                             |
| Set MFP user access to services  | Yes           | No                              |
| Connection to LDAP/AD (Cloud Azure® AD), Okta  | Yes           | Yes*                            |
| <b>ESSENTIAL PRINT RULES (by user/group)</b>   |               |                                 |
| Time of day/day of week  | Yes           | Yes                             |
| Color/mono, simplex/duplex   | Yes           | Yes                             |
| Printer specific access  | Yes           | Yes                             |
| Time-based print quotas by users or groups   | Yes           | Yes                             |

| XEROX® WORKPLACE SUITE ONLY   | XEROX® DEVICE | NON-XEROX® DEVICE |
|---|---------------|-------------------|
| Content security print  | Yes           | Yes               |
| Card and PIN authentication   | Yes           | No                |
| Content security scan/copy  | Yes           | No                |
| Delegation mode   | Yes           | No                |
| Server light configuration (pull print with desktop client—supporting direct print route) | Yes           | Yes*              |
| Capable of containing data within internal company network                                | Yes           | Yes               |

\*Via Xerox® Workplace Mobile App or swipe and release all using a networked device; \*\*Compatible with Xerox® AltaLink® and Xerox® VersaLink® platforms (or products)

To learn more about the Xerox® Workplace Suite and Xerox® Workplace Cloud, contact your Xerox representative or visit [www.xerox.com/WorkplaceSolutions](http://www.xerox.com/WorkplaceSolutions).

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