Copier Management

Copier Management provides departments the simplest, most cost-effective way to acquire an Multi-Function Device or MFD (Copier-Printer-Scanner-Fax.)The Copier Management Program eliminates the need for individual departments to research and compare pricing, functionality, quality, service and maintenance.

A department is charged a predetermined per copy, or *click*, charge. There are no additional charges. Service, support, repair, parts, toner and staples are included in the per page cost.

- No Monthly Lease or Maintenance Fees
  - Charged for Only What Is Printed and Copied
  - No Penalties, Limits or Overage Charges
  - New Machines Every 5 Years

- All Copies and Prints Are A Set Price
  - Price Per Page Does Not Go Up Because of High Toner Coverage

- Included at No Additional Charge
  - Toner and Staples
  - All Replacement Parts
  - All Service, Maintenance, and Training
  - PC and Mac Print Setup
  - Network Port Activity on Baton Rouge Campus

- Free Unlimited Use of Scan-to-Email
  - Function is Standard on All Machines.
  - No Need to Purchase Additional Scanning Equipment

- Security At Every Level
  - Data Overwrite Security System
  - Copy Codes for Tracking and Use Restriction
  - Locked Print for Sensitive or Confidential Documents

- Service
  - Average Response/Completion Time is Less Than 2 Hours
  - Dedicated Vendor Service Technician for LSU
  - Customer Service on Campus, Monday - Friday, 8:00AM to 4:30PM
  - Supplies and Routine Repair Parts are Stocked On Campus for Quick Delivery

- Copier Management Team is Part of LSU
  - Staffed by LSU Employees and Students
  - Dedicated to Ensuring Contract Specifications are Met and Maintained

- Billing via Internal Transaction
  - Details Total Volume for the Month for Easy Management and Budgeting
  - Takes the Guess Work Out of What Is Being Spent on Copying and Printing