CANON CLOUD CONNECTIVITY SOLUTIONS

Get more from your print investments

Canon

THE FUTURE OF PRINT? IT'S IN THE CLOUD

61%

More than half of organisations expect to manage printing fully or mostly in the cloud by 2025

Quocirca Print Industry Trends 2023

94%

of organisations use:

Microsoft 365

Google Workspace

That's why our workspace multifunction printer (MFP) portfolio is entirely cloud enabled, supporting higher productivity in a connected age.

Cloud-Enabled Devices

imageFORMULA

imageRUNNER ADVANCE

imageRUNNER

imagePRESS

PIXMA

i-SENSYS X

MAXIFY

CLOUD SCAN AND PRINT BETTER HYBRID WORKING

Native cloud connectivity on our devices lets you easily print from and scan to cloud storage providers such as OneDrive, Dropbox or Google Drive.

Cloud Print allows you to send pages to print and then release the document from the cloud at any device, wherever you and your team are working.

With Scan to Cloud, you can scan documents directly to a cloud storage location to be processed, printed or archived as needed.

MAXIMISING YOUR TIME AND RESOURCE

Common print and scan behaviours in the workplace rarely make full use of devices' – and organisations' – cloud capabilities. That means productivity in many organisations isn't as high as it could be.

Do you recognise any of these behaviours in how you or your team print and scan?

88% Out of 19 million scans on Canon MFPs in the EMEA region last year, 17 million were scan to email.

2HRS Employees lose up to two hours a day searching for information.

60% of employees need remote/ mobile access.

65% of employees print paper copies of documents to get them signed.

Collaboration and document sharing is limited to email.

80% of business information is contained within documents.

69% of employees store important documents in mail servers.

17 An average document exists in 17 separate copies.

68% of businesses use Microsoft Outlook for approval processes.

76% of employees keep local copies of documents.

We have a suite of tools to help you raise your productivity when printing and scanning – and improve your company's information security and compliance.

FIVE STEPS TO MORE PRODUCTIVE PRINTING AND SCANNING

PRINT FROM CLOUD

“ I want to send jobs to print from my PC, mobile or tablet, and collect from any location I choose.

KEY BENEFIT:	YOUR NEEDS:	DOCUMENT TYPES:	TYPICAL PRINT AND SCAN DEVICES:	MINIMUM SOLUTION REQUIRED: DEVICES:
Mobility	Enabling seamless hybrid working with employees based in various locations – home, co-working spaces, mobile, or office.	General office documents, such as meeting notes, presentations, brochures, documents for signature	Home: Inkjet device Office: Canon imageRUNNER ADVANCE DX, imageRUNNER or i-SENSYS X	Cloud Connector

HOW IT WORKS:

1. Send pages to print from any location.
2. Authenticate at any device.
3. Release print job securely at home, office or co-working space connected to uniFLOW Online.

EMPLOYEE

BENEFITS

Easily access company documents to print in the office, home or co-working space.

Send jobs to print and release print jobs at any uniFLOW Online location.

DISADVANTAGES

Creates paper copies which impacts sustainability goals.

36% of businesses say they are reducing paper consumption for sustainability purposes – IDC Office Market Update July 2023.

IT TEAM

BENEFITS

Enable employees to work effectively and securely.

Maximise pre-existing investment in Microsoft 365 Suite or Google Workspace Suite, uniFLOW Online and Canon devices.

Track, report and even reimburse home workers based on print levels.

DISADVANTAGES

Control over device costs and usage levels is a priority, so IT teams need the best combination of devices, solutions and services to support the organisation.

ORGANISATION

BENEFITS

Peace of mind that processes and workflows are in place to protect sensitive documents.

DISADVANTAGES

Manual copies containing potentially sensitive data are located in multiple places, posing a risk to information security and compliance.

User productivity rating: ***
Security and governance rating: **

SCAN TO EMAIL

I want to scan a document and access it as an attachment in my email client, to share it with others, use it locally on my computer, or save to a central network storage location.

KEY BENEFIT:	YOUR NEEDS:	DOCUMENT TYPES:	TYPICAL PRINT AND SCAN DEVICES:	MINIMUM SOLUTION REQUIRED: DEVICES:
Simplicity	Scanning documents regularly.	Documents required for business processes, such as contracts, receipts, forms, applications, HR documents, delivery notes, Service Level Agreements, policy documentation, account opening	imageRUNNER ADVANCED, imageRUNNER, i-SENSYS, MAXIFY, PIXMA, DR scanners, Canon Mobile PRINT App	Device enabled

HOW IT WORKS:

1. Scan document at the device.
2. Choose your email address as the destination.
3. Open email, find scanned document as an email attachment.
4. Rename the document and/or forward to colleagues.

EMPLOYEE

BENEFITS

Simple, easy to understand process – little user training needed.

Standard practice in many workplaces.

Accessible to most users regardless of IT competency.

DISADVANTAGES

Ineffective use of time, poor productivity.

Difficult to locate and retrieve files. Files often shared by email with other colleagues, who store locally, creating multiple versions of the same document.

Poor collaboration as document is not shared and accessible to all.

No automatic version control.

Potential for typing errors when sending emails.

IT TEAM

BENEFITS

Simple to set up and maintain scan profiles of users.

No Document Management System is configured or managed.

DISADVANTAGES

Little management or oversight.

Lack of security or governance over documents being scanned.

No workflow created for employees.

Fails to fully use company's cloud investments.

ORGANISATION

BENEFITS

Employees can scan documents wherever they are.

DISADVANTAGES

Document and data security risks.

Documents not centrally archived or managed and can be lost.

No central naming conventions for documents.

Uncontrolled document sharing, risking compliance breaches.

User productivity rating: *
Security and governance rating: *

SCAN TO CLOUD STORAGE

I need to scan paper documents directly into cloud storage.

KEY BENEFIT:	YOUR NEEDS:	DOCUMENT TYPES:	TYPICAL PRINT AND SCAN DEVICES:	MINIMUM SOLUTION REQUIRED: DEVICES:
Security	Printing and scanning regularly.	Documents required for business processes, e.g. contracts, receipts, forms, applications, HR documents, delivery notes, Service Level Agreements, policy documentation, account opening	imageRUNNER ADVANCED, imageRUNNER, i-SENSYS, MAXIFY, PIXMA, DR scanners, Canon Mobile PRINT App	Cloud storage solution selected by company

HOW IT WORKS:

1. Scan at device.
2. Select cloud storage location, such as OneDrive, Google Drive, or Dropbox, as the destination.
3. Document automatically saved to selected location.

EMPLOYEE

BENEFITS

Simplified workflow – scanning a document to a specific destination makes it easier for a user to manage and retrieve documents.

Increase in productivity and potential time saving.

DISADVANTAGES

When you need to browse the device to reach the right folder, you can easily make mistakes and it is labour intensive.

IT TEAM

BENEFITS

Easy to create workflows for users to access.
Central user and group management and authentication across alapplications.

Scan profiles are simple to manage. Direct Scan from cloud. End-users can print from any device without the need to set up and maintain printer servers and drivers.

In line with market shift to cloud.

DISADVANTAGES

Permission management for cloud storage locations is quite labour intensive and less precise than using a Document Management System with document attributes and labels.

ORGANISATION

BENEFITS

Uses company's existing investment in cloud storage and infrastructure.

Hybrid working is supported.

Secure and controlled sharing of documents.

Versioning is easier to control.

DISADVANTAGES

Less precise search and retrieval options.

Uses personal logic, leading to lack of consistency in managing documents.

Limited ability to understand overall business performance based on data or stats contained in the documents.

Limited workflow options.

User productivity rating: **
Security and governance rating: **

BATCH SCANNING

I regularly scan multiple documents of the same type at the same time.

KEY BENEFIT: Simplicity

YOUR NEEDS:	DOCUMENT TYPES:	TYPICAL PRINT AND SCAN DEVICES:	MINIMUM SOLUTION REQUIRED: DEVICES:
Processing sensitive supplier, employee or customer contracts regularly and at high volumes. These are used as part of a key business process so need to be secure and easily retrievable.	Production forms, quality inspection check forms, supplier contracts, purchase orders, employee terms and conditions, CVs, Service Level Agreements	imageRUNNER ADVANCE DX, imageRUNNER, i-SENSYS X, MAXIFY	uniFLOW Online

HOW IT WORKS:

1. Log onto device and choose scan icon set up by IT to link to a preset cloud location, e.g. Scan to OneDrive Filing Assist.
2. Scan multiple documents using ADF with one pass.
3. Multiple pages separated into relevant individual documents in selected cloud storage location.

EMPLOYEE

BENEFITS

Simple to file, search and retrieve documents as they are automatically separated and labelled.

Save time processing, naming and organising files manually.

Increase productivity by reducing repetitive tasks.

Reduce errors caused by manual filing.

DISADVANTAGES

When a barcode isn't already integrated into the document, it must be added in manually, which is labour intensive

IT TEAM

BENEFITS

Set up and execution is quick, easy and straightforward.

DISADVANTAGES

System values and barcodes give you limited options to add meaningful labels to identify and manage documents.

Potentially need to redesign company forms.

ORGANISATION

BENEFITS

Improved productivity for employees – saving processing time and costs by boosting efficiency.

DISADVANTAGES

Working with folder structures means fewer options to analyse data contained within documents.

There are fewer ways to use data in a meaningful way to inform on progress, results, best practice etc.

User productivity rating: **
Security and governance rating: *

FILE ASSIST

Easily store, find and share documents by their content.

KEY BENEFIT:	YOUR NEEDS:	DOCUMENT TYPES:	TYPICAL PRINT AND SCAN DEVICES:	MINIMUM SOLUTION REQUIRED: DEVICES:
Automation	Carrying out standardised and repetitive business functions, e.g. collecting payments from customers or making payments to suppliers, processing structured and semi-structured documents such as response forms or quality inspection forms.	Documents required for business processes, such as contracts, invoices, applications, HR documents, purchase orders, expenses, quality inspection forms	Home: Inkjet device Office: Canon imageRUNNER ADVANCE DX, imageRUNNER or i-SENSYS X	uniFLOW Online

HOW IT WORKS:

1. Scan selected documents for a given business process at the device.
2. Use Filing Assist at desktop, validating key data such as PO number, invoice reference, customer name, etc., and saving to selected cloud storage location.
3. Document filed and indexed based on the data it contains, ready for further processing.

EMPLOYEE

BENEFITS

Using File Assist makes scanning and indexing documents interactive and engaging by reducing repetitive tasks.

Simple to file, search and retrieve documents as they are automatically separated, named and indexed (labelled) as needed.

Reducing errors by minimising manual filing.

DISADVANTAGES

Indexing documents can take more time initially but saves time due to workflow automation and improved search and retrieval options.

IT TEAM

BENEFITS

Set up and execution is quick, easy and straightforward.

Reduce need for print servers.

DISADVANTAGES

N/A

ORGANISATION

BENEFITS

Documents are archived with meaningful index values, creating more options for document security and increasing compliance.

Making processes more efficient improves employee engagement due to improved processes and less repetitive manual tasks.

DISADVANTAGES

N/A

User productivity rating: ***
Security and governance rating: ***

CANON CLOUD CONNECTIVITY SOLUTIONS

PRINTERS & MFDS

AWARD-WINNING DEVICE PORTFOLIO

including the BLI A3 Line Of The Year 2022 & Most Reliable A3 Brand (2022-2024)

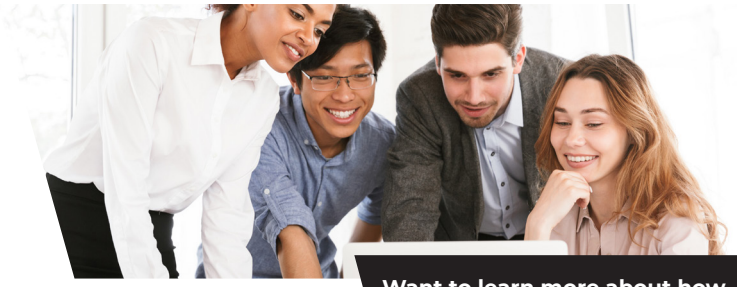
SOLUTIONS

CANON uniFLOW ONLINE

Buyers Lab (BLI) award for six consecutive years (2019 – 2024) for Outstanding Cloud Output Management Platform

CLOUD CONNECTOR

A simple solution for powerful cloud connectivity



Want to learn more about how Canon can help you get the most out of your cloud-ready fleet?

Get in touch with your local Canon organisation now.

Canon uniFLOW Online

Outstanding Cloud Output Management Solution

Canon uniFLOW Online

Outstanding Cloud Output-Management Solution

Canon uniFLOW Online

Outstanding Cloud Output-Management Solution

Canon uniFLOW Online

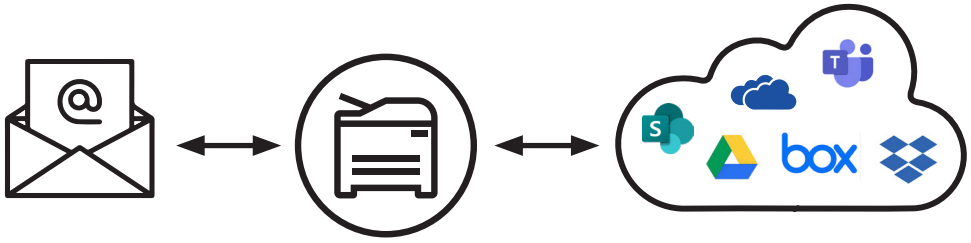
Outstanding Cloud Output Management Solution

Canon uniFLOW Online

Outstanding Cloud Output Management Solution

Canon uniFLOW Online

Outstanding Cloud Output Management Platform



Canon inc.
canon.com

Canon Europe
canon-europe.com

English edition
© Canon Europa N.V. 2024

Canon Europe Ltd
4 Roundwood Avenue
Stockley Park
Uxbridge
UB11 1AF