

# Xerox® Workplace Cloud

Our easy-to-use, IT-friendly Xerox Workplace Cloud frees you from security risks while offering convenience, usage insights and dashboard-based monitoring and control for your entire fleet.



Xerox® Workplace Cloud is easy to set up and use, so it's the ideal choice for businesses or organizations with limited access to IT or looking to consolidate IT resources. And because it's a cloud-based virtual print solution, it works across multiple networks, giving you complete control of every printer at every location.

## AUTHENTICATION, ACCESS CONTROL

Flexible authentication options to unlock your printer, securely release your pull print jobs, and access your multifunction printer (MFP) apps.

- Flexible, card-based reader authentication option – compatible with a wide range of industry-standard secure readers and cards
- Mobile authentication using NFC, QR code, or device unlock code with the Xerox® Workplace App
- PIN-only, express code, or user name and password authentication as an alternate login
- Integration with Microsoft® Active Directory, Azure AD, and Okta

## 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 or mobile device. Once you have authenticated at a networked printer of your choice, you can then view, select, and modify job settings, print, or delete them as you need.

## SINGLE SIGN-ON (SSO)

Make use of our single sign-on capability to access your SSO-enabled Xerox® 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.

## CONTENT SECURITY

Our content security feature safeguards against data or intellectual property loss by searching all documents printed either in the office or home location using a specific administrator-defined term or text string (e.g. confidential, internal use only, etc.). If a match is found, an alert along with the job details and content will be sent to the administrator for follow-up.

## REPORTING AND ANALYTICS

Data visualization tools give you a crystal-clear picture of real-time data. Access it instantly from the cloud with an interactive company-level dashboard that allows you to:

- See your total printer footprint, complete company asset outlay, and usage snapshot
- View job size Pareto charts by document type to reveal cost efficiencies
- Zero in on departments to see exactly what is driving high print usage
- Define cost-per-page outlay and run reports to recharge users, departments, or projects and clients
- Balance assets with actual usage and evaluate how assets and print volumes are aligned to users and departments with ratio analytics
- Discover opportunities for more cost and environmental savings

## PRINT RULES

Use essential print rules to control costs and restrict access to devices/features at the user/group level.

- Enable job quotas to limit print volume per user by day, week, or month

## PROVIDING PRINT INSIGHTS WHEREVER PRINTS ARE MADE WITH THE XEROX® PRINT TRACKER SOFTWARE FEATURE

The workplace can be anywhere, so we have provided the capability to track prints even in the home office.

Print jobs sent from the company computer can be tracked and monitored – whether the printer is

company supplied or personally owned. Print usage is centrally monitored in our cloud service using our Print Tracker Feature. Filter usage of jobs made in the office versus prints made at home. Monitor usage in remote locations to keep on top of costs or allow for reimbursement for personal printer use.

## COMPREHENSIVE MOBILITY

Xerox® Workplace Solutions offer 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 things up and running – raising productivity for everyone.

- Provides native desktop printing (file > print) with Windows®, Chromebooks, and Mac® OS. Our desktop clients enable job submission over the internet or local network and can be optimized for print speed
- Utilize direct print or pull print for any submission method according to your security and business needs
- Simple job submission by sending your jobs via email, which is great for guest users
- Xerox® Workplace Mobile App enables native printing for iOS, Android™, 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 in the cloud to safeguard against image loss
- Initiate direct MFP copy, scan, and print release from your mobile device using the Workplace Mobile App as a remote control for your MFP for a personalized, touchless experience

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

# Xerox® Workplace Cloud

Boost productivity and control costs with an easy-to-use, cloud-based print management and mobility solution.

XEROX® WORKPLACE CLOUD FEATURES	XEROX® CONNECTKEY® TECHNOLOGY- ENABLED DEVICE	ANY BRAND OF PRINTER
<b>AUTHENTICATION</b>		
Card and Mobile (NFC) Authentication using industry-standard card reader with direct USB	Yes	Yes – requires networked device
Network credentials, email, password, express code, and PIN	Yes	No
Unlock MFP with a 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 and MAC)</b>		
Traditional pull printing workflow (the job can be held on the cloud or PC to achieve fast print and high availability)	Yes	Yes*
Direct printing between client and printer (using the cloud or local network to achieve fast print and high availability)	Yes	Yes
<b>MOBILE PRINTING (supports iOS and Android™)</b>		
Supports most file formats including Microsoft® Office (PowerPoint®, Word, Excel®, Web pages, Adobe® PDF and Photos), Apache™ OpenOffice™ documents	Yes	Yes
Direct Print to the printer via email address 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
Seamless simple connectivity over either cellular or local Wi-Fi connection	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>ANALYTICS REPORTING AND ACCOUNTING</b>		
Enhanced print accounting to deliver user, departmental, and printer tracking with graphical reports	Yes	Yes
Tracking for all services in the office (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 Cloud Azure® AD, Okta, and Universal Print by Microsoft®	Yes	Yes
<b>ESSENTIAL PRINT RULES</b>		
Time of day/day of week	Yes	Yes
Colour/mono, simplex/duplex	Yes	Yes
Printer-specific access	Yes	Yes
Time-based print quotas by users or groups	Yes	Yes
<b>SECURITY</b>		
Content security for print	Yes	Yes
Communication channel encryption	Yes	Yes
Data encryption at rest and in transit	Yes	Yes
Support for zero trust – data encryption using customer certificates	Yes	Yes
SOC 2 certified	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)

For more information about Xerox Workplace Cloud or Xerox Workplace Suite (server-hosted version) visit [www.xerox.ca/en-ca/office/print-management-solutions](http://www.xerox.ca/en-ca/office/print-management-solutions).