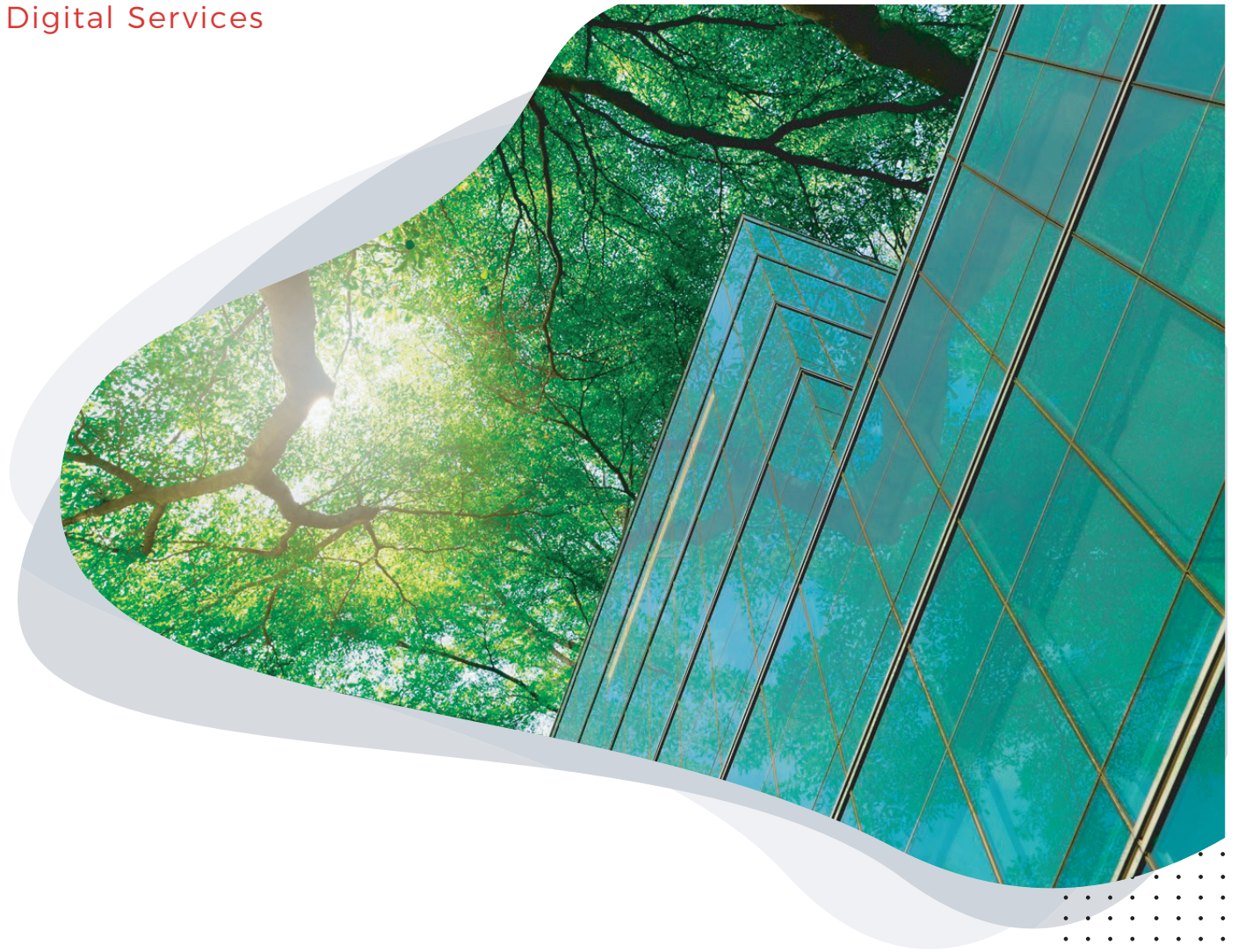# Driving Sustainability and Profitability with Digital Transformation

LEVERAGING NEW TECHNOLOGY TO SUPPORT YOUR SUSTAINABILITY JOURNEY

altodigital | A **xerox**™ Business Solutions Company

Unlock greater business value and drive your sustainability efforts with a digital transformation.

With the UK aiming to be net zero by 2050, businesses are prioritising their sustainability efforts. Businesses large and small and across every industry are looking at the ways they can leverage technology through digital transformation to support their sustainability journey. In doing so, they can not only reduce their impact on the environment but also build operational resilience that will futureproof their business for years to come.

Digital transformation is the process of deploying appropriate technology to update how work is done. This allows your business to meet the demands of the modern workplace and expectations of both your customers and employees alike. Digital transformation can include automating processes via AI and machine learning, using digital workflows and cloud-based applications to mitigate paperbased operations and replacing legacy operations with new digital products.

WHY DIGITAL TRANSFORMATION AND SUSTAINABILITY GO HAND IN HAND

While some businesses may have already begun their digital transformation journey, many are now looking at it from a different angle and are using it as a strategy for sustainability. When decisions are made with sustainability in mind your business can operate more efficiently, productively and with less impact on the environment.

Businesses can become more sustainable by reducing their paper waste and consumption, lowering emissions and costs through remote working and boosting workforce productivity by enabling secure work from anywhere solutions.

Three key principles will help your business be more sustainable:

1. REDUCE
How can businesses reduce the amount of materials they use, how much they travel or lower their energy consumption?
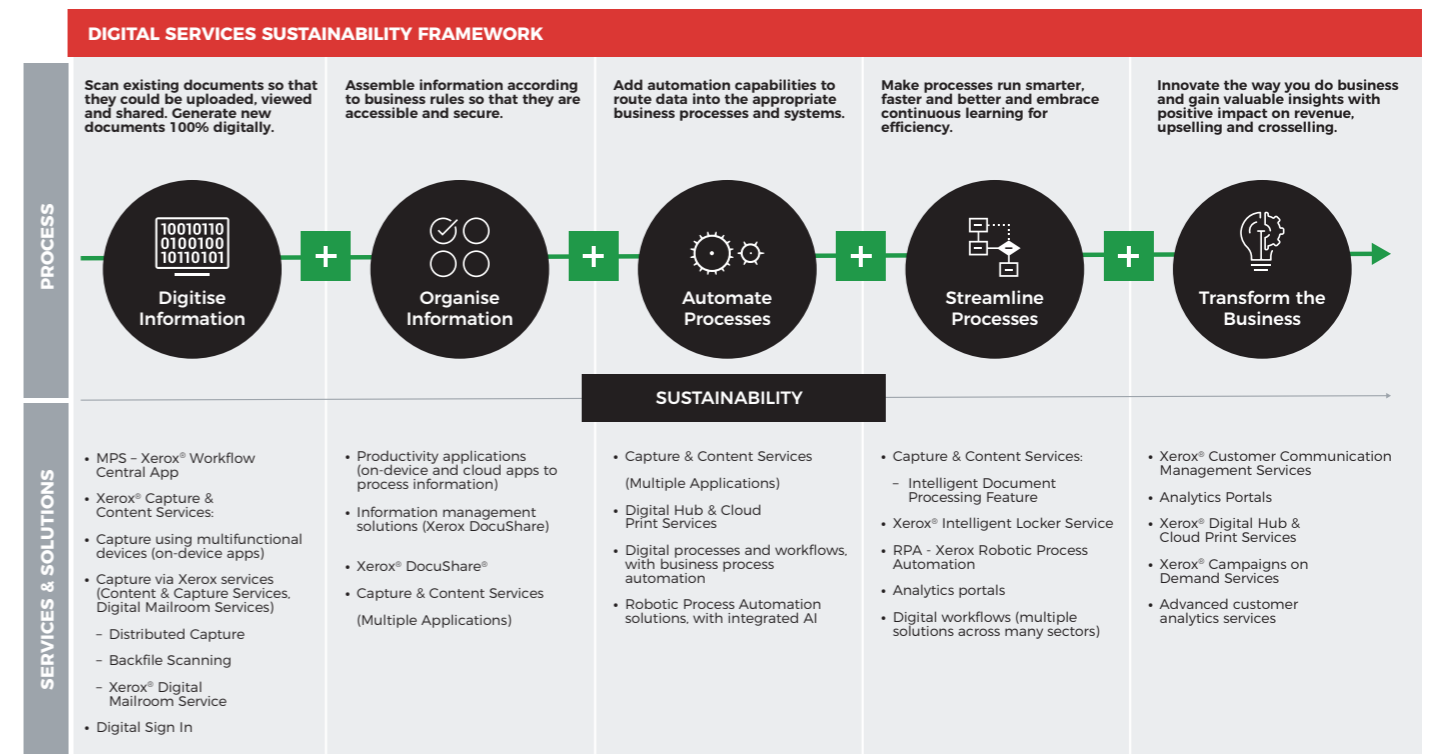
2. REUSE
Could businesses re-use products. E.g. refilling of toner cartridges and even refurbishment of printing devices?

3. RECYCLE
What can a business recycle? For example, paper to reduce waste and prevent it from entering landfills.

DRIVING SUSTAINABILITY AND PROFITABILITY WITH DIGITAL SERVICES

Our products and services can help customers reduce their carbon footprint, decrease consumable usage, reduce operational costs and prevent and manage waste.

DIGITAL SERVICES SUSTAINABILITY FRAMEWORK

PROCESS	Scan existing documents so that they could be uploaded, viewed and shared. Generate new documents 100% digitally.	Assemble information according to business rules so that they are accessible and secure.	Add automation capabilities to route data into the appropriate business processes and systems.	Make processes run smarter, faster and better and embrace continuous learning for efficiency.	Innovate the way you do business and gain valuable insights with positive impact on revenue, upselling and crosselling.
	Digitise Information	**Organise Information**	**Automate Processes**	**Streamline Processes**	**Transform the Business**

SUSTAINABILITY

| SERVICES & SOLUTIONS | • MPS – Xerox® Workflow Central App
• Xerox® Capture & Content Services:
• Capture using multifunctional devices (on-device apps)
• Capture via Xerox services (Content & Capture Services, Digital Mailroom Services)
  – Distributed Capture
  – Backfile Scanning
  – Xerox® Digital Mailroom Service
• Digital Sign In | • Productivity applications (on-device and cloud apps to process information)
• Information management solutions (Xerox DocuShare)
• Xerox® DocuShare®
• Capture & Content Services (Multiple Applications) | • Capture & Content Services (Multiple Applications)
• Digital Hub & Cloud Print Services
• Digital processes and workflows, with business process automation
• Robotic Process Automation solutions, with integrated AI | • Capture & Content Services:
  – Intelligent Document Processing Feature
• Xerox® Intelligent Locker Service
• RPA - Xerox Robotic Process Automation
• Analytics portals
• Digital workflows (multiple solutions across many sectors) | • Xerox® Customer Communication Management Services
• Analytics Portals
• Xerox® Digital Hub & Cloud Print Services
• Xerox® Campaigns on Demand Services
• Advanced customer analytics services |

REDUCE WASTE WITH DOCUMENT MANAGEMENT

A document management system is a solution that can digitally store, share, track and manage files and documents to remove the need for paper files. Further, digital document workflows can help you improve efficiencies, significantly reducing or eliminating paperbased processes and in turn reducing paper waste.

Adopting a document management system that converts paper files into digital files will result in lower paper consumption and less paper waste.

MAKE PAPER-BASED SIGN-IN BOOKS A THING OF THE PAST

Digital Sign In allows employees and visitors to sign in quickly and easily via our GDPR and ISO 27001 certified device. Our flexible platform allows you to customise the information you require from each visitor as well as how your staff are notified when visitors arrive.

Digital Sign In can also be used to replace timesheets, evacuation lists and other essentials for facilities management to reduce paper consumption and waste as well as improve the visitor and staff user experience.

IMPROVE EFFICIENCIES AND REDUCE MILES DRIVEN WITH HYBRID MAIL AND DIRECT MAIL

Digital mail services can help businesses better manage incoming and outgoing mail.

Businesses compose the mail and submit to an online system that manages the print and despatch of the mail.

Mail such as letters and invoices can be sent as single items or can be uploaded in bulk to help reduce admin.

The potential sustainability benefits of hybrid mail and direct mail include:
• Efficient printing via production print devices
• Supports remote working
• Reduces miles driven as postal collection from client offices is no longer needed

SUPPORT A WORK FROM ANYWHERE WORKFORCE

Cloud-based technologies can help support a work from anywhere workforce, which not only improves productivity but also helps to reduce workforce travel. From digitising documents to moving business processes to the cloud, technology is at the heart of flexible working and can drive a business's sustainability goals.

Other areas where technology can improve sustainability are digital mail solutions and digital accounts payable. Digital mail solutions automate and streamline all incoming mail and correspondence and document processing, whether a paper letter, a fax or an email.

The mailroom of the majority of businesses is bursting with opportunities to transform manual document processes into efficient, seamless digital workflows that can help businesses become more paper-light and drive more sustainable practices.

Digital accounts payable is a solution that can capture, digitise and extract data from physical and digital invoices, regardless of format, and automate the processing and storage of incoming documents to help reduce paper-based and labour intensive tasks.

REDUCE TRAVEL AND IMPROVE COLLABORATION WITH AI AND AUGMENTED REALITY

Through CareAR Assist Software, our augmented reality remote-support video calling platform, businesses can deliver on their sustainability commitments by avoiding on-site service visits and reducing miles driven and emissions while increasing customer experience and device uptime.

CareAR delivers critical context through realtime visual AR interactions, instructions and intelligence as part of a seamless digital workflow to help:

- Remote assistance and support can optimise first-time-fix rates and curate parts dispatch to avoid waste

- Reduces driven miles and emissions by mitigating service engineer support despatch

- Mitigate on-site visits with 'see what I see' technology that provides guided instructions and service action operations
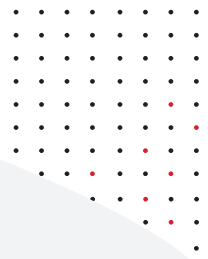
BECOME MORE PAPERLIGHT WITH DOCUMENT SCANNING SERVICES

Businesses can reduce their paper consumption and make progress toward their sustainability goals by digitising paper documents.

Taking healthcare as an example, hospitals can partner with a technology provider to help them scan paper-based patient files to create digital copies.

The old paper copies can be recycled and new patient records will be created digitally without the need for paper copies.

By leveraging scanning technology, businesses can improve their digital document management and become more paperlight.

WHY ALTODIGITAL?

Greener intelligence is the centre of Xerox workplace offering. As part of the Xerox family, we can help your business implement a variety of solutions that drive a more sustainable workplace, Altodigital, a Xerox Business Solutions Company, is your trusted technology partner.

If you have any questions or would like to learn more about our Digital Services and how they can drive sustainability and profitability, please get in touch.

Learn more at altodigital.com

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