



Touch-free printing to help staff stay safe in the office

Technology has helped organizations maintain an unprecedented level of business continuity amidst the global pandemic of 2020. As teams begin to return to the office whilst adapting to the new normal, there is an opportunity for workflows to be redesigned and for teams to take advantage of technology which will help them adapt how they work.

Employee safety is on everyone's minds more than ever as businesses adapt to changing realities. Foundational for any return-to-office plan is cleaning and disinfecting surfaces frequently touched by multiple people, such as door handles, desks, phones, and touchscreens. These potential points of risk should be addressed first, but as a second step there are further ways that device use in the office can be adapted to reduce risk.



Here are 5 ways you can further enhance workplace safety, by re-imagining the way printers are used.





1. Touch-free control panels

Most touchscreen technology requires skin or stylus contact, but HP has designed solutions which can operate touch-free. Limit the need for physical skin contact with touch-free control panels on **HP printers and multi-function printers (MFPs)**, which allow employees to operate the control panel with any object on hand in the office – a pen, employee badge, or even credit card. IT staff can also choose to deploy one or more of HP's broad portfolio of pull-print options as an additional safety measure so colleagues can avoid touching each other's prints.

2. Remote printing to avoid in-person contact

Staff clusters around the office water cooler and even office printer have now become a thing of the past due to the need for social distancing. With health and safety now prioritized, HP has designed a variety of innovative mobile and smart print options to allow users to send print jobs to devices without having to be physically present around the printer. With **HP Secure Print**, workers can authenticate and release the print job securely using a mobile QR code or proximity card.

3. Utilizing the power of voice

Alongside touch-free control panels, voice commands are another convenient way to interact with printers whilst avoiding physical contact with the device. The **HP Accessibility Assistant and Kit**, supports 170 voice commands for devices configured in English, French, or Spanish to respond to the needs of many international offices.

4. Scan and send from your phone

Document scanning used to be a process that required staff to be physically present in front of the MFP – but not anymore. With the **HP Capture App**, employees can now scan documents directly from their phones and have the document delivered to OneDrive, Google docs and a wide range of other cloud-based platforms. This will not only streamline workflows for colleagues working remotely, but also keep on-shift staff from having to cluster around the printing area. Remote workers can also provide physical copies of documents without needing to visit the office.

5. Remote device management

Minimizing new visitors to the office is key to keeping everyone safe. As organizations evaluate their return to workplace strategies and focus on the safety of essential workers or site entry policies, this is creating new opportunities to leverage remote monitoring and management services to avoid the need or frequency of non-essential visitors to site. **HP Remote Management Services** allows engineers to successfully maintain and update print fleet configurations and firmware updates remotely.



Help your office adapt to the new normal starting with the right print solutions.

Contact your HP Managed Print Services expert or visit hp.com/go/MPS