Questions & Answers

1. Is your preference a color device or black device for this requirement?   Please know that the functionality of the device can be restricted by your preferences. (ie: if only two people should use the color functionality, than only two people are given the accessibility, OR - if only a particular number of color copies are to be made in a given time, a restriction can be programmed that when that number of copiers is reached, the device won't allow color copies to be made).

    "We do not have restrictions on who can print/copy to color."

2. Your newsletter is listed as 12 to 32 pages - printed on tabloid 4 over 4. Does that mean a double sided copy with images on both sides of the page? (booklet mode)

    "Yes."

3. Your monthly usage is listed as 800 newsletters, with average pages 12 to 32 pages. Is an average monthly usage of 20,000 images appropriate?

    "We believe that +20,000 images is totally appropriate for our newsletter."

4. Minimum speed of the system: _____copies/minute

    "*We would prefer, as quick as possible while keeping quality."*

5. Estimated total copies/month including newsletter: _____copies/month

6. **OR** Number of copies/month to quote   _____copies/month

    "*It really varies on the copies per month. Some months we could make 3,000-5,000 copies or 30,000-40,000 copies. In a 2 week period in June we made 70,000 copies. "*

7.   Percentage of 11x17 vs. letter and legal   _____%

    "*Spotlight is the majority of what is printed on 11 x 17. We have a few things here and there that get printed on 11 x 17 but the majority is 8.5 x 11."*

8.   Is Scan to HDD/Folder/E-mail needed?   _____ *Yes /* No

9.   I am assuming this is a color system for newsletters? *"Color"*

10.   What are the current monthly volumes for letter and tabloid prints?
      "*See answers to 3 & 6 above"*

11.   What are color and B&W volumes? (Need a number or percentage, estimate)

12. What graphic program is currently used to create newsletter?
    "Adobe In Design. However, I prefer to drop an Adobe Distiller created pdf onto the copier   through Fiery Command workstation."

13. What other print jobs (paper size and average monthly volumes) are currently also being sent to this device?

    "*See answers to #7 above*"

14. What type of paper is needed for the 12x18 print job need? Cardstock?
    "Card stock is not needed for the newsletter."