

INNOVATE | YOUR BUSINESS WITH QUALITY SERVICES



ARC DOCUMENT SOLUTIONS | **BROCHURE**

## HISTORY

ARC established in **1988** as Ford Graphics, a \$9 million Los Angeles based reprographics company. In less than 10 years, the company had acquired four additional reprographics firms, posting consolidated revenues of \$101 million. From that point, ARC began an unprecedented and unrivaled period of growth in the history of the reprographics industry. By 2003, the company was licensing several industry-standard applications, including its flagship Online Plan-Room product, PlanWell Enterprise™. It also launched a trade association to help spread the use of technology to the industry outside ARC, and to act as a more independent advocate of the industry as a whole. In February, 2005, American Reprographics was taken public by a syndicate of top tier banks on the New York Stock Exchange with the trading ticker **"ARC"** Today, ARC is the largest reprographics company in the world, surpassing its nearest competitor in locations, size, number of employees and revenues by more than 10 times. It operates in more than 40 of the top 50 major metropolitan cities in the U.S., with hundreds of locations across North America, as well as locations in Europe and Asia. The company services tens of thousands of companies and millions of individuals around the globe. As our customers' needs change, we will change with them, delivering the service, technology and products they've come to expect of the largest and most advanced company of its kind.

## ABOUT US

ARC has Global Presence in more than 6 Countries 170 Service Centers and 7000+ Customer Locations across Globe. Printing closest to where the documents are needed saves time, shipping costs, and environmental resources. Digitally ship your files with ARC and print locally.

- ☸ Cloud Printing - Digital files send globally, print anywhere.
- ☸ Coordinate split deliveries and promptly return originals back to you .
- ☸ Pack and ship for standard or express delivery via FedEx, , UPS or other courier to any destination.
- ☸ Print, Pack and Ship on the same day.
- ☸ Track your packages worldwide.

ARC Document Solutions, Inc. (Formerly known as American Reprographics Company) headquartered in Walnut Creek, CA, is a publicly traded company that provides technology and document-related services to businesses of all types including MNC Companies, IT Sector, Production and Manufacturing Industries, Architecture, Engineering and Construction Industries. ARC's reprographic services helps businesses to increase productivity and efficiency by choosing the proper production resources for your documents, reducing waste and supporting your objectives for the appropriate use of print for your projects.

ARC offers Reprographics Services, Managed Print Services (MPS), Off-site Document Printing and fulfillment services, Digital Shipping and Managed File Transfers, Archive and Information Management (AIM), Software and Web-based Document Management applications, as well as the sale of printing equipment and supplies to more than 90,000 customers. ARC provides its solutions On-site in thousands of its customers' offices, off-site in more than 170 service centers around the world, and in the cloud. It serves large enterprise customers with a corporate sales force called Global Solutions, and regional and national color imaging customers under the "Riot Creative Imaging" brand.

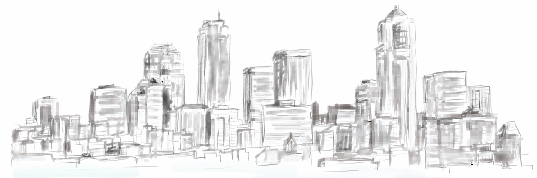
**ARC has received awards and recognition from Forbes magazine (As one of its "Best 200 Small Companies"), Gartner, BERTL, and Océ.**



## GLOBAL PRESENCE



ARC has Global Presence in more than **6 Countries 170 Service Centers and 7000+ Customer Locations** across the Globe. ARC Team globally has a strength of over **2500**.



## INDUSTRY LEADERSHIP

From the mid 1990's to today, ARC and its executives have led the way in developing new ideas, new services and new technology to define an industry that has changed dramatically over the past two decades. From the introduction of PlanWell®, the first global online planroom, to **SKYSITE™**, its most recent cloud-based document management application for the construction project site, ARC has pioneered technology that supports the scale, complexity and specific document workflow of architects, engineers and construction (AEC) professionals.

ARC has also recognized the needs of its clients inside the walls of their own offices. Leading the way in outsourcing print assets and infrastructure through Managed Print Services (MPS), ARC not only defined how best to optimize the office print environment for AEC, but addressed the wide variety of document reproduction needs that characterize the business of construction. ARC has also applied its experience, expertise and resources to track, improve, and change behaviors around office printing to dramatically reduce costs and improve efficiencies. In its Magic Quadrant report, Gartner has recognized ARC as the ninth largest provider of managed print services in the world, and the only service provider to focus its efforts on the AEC industry.



Most recently, ARC is redefining the way its customers are dealing with their legacy intellectual property, once again providing cloud-based tools and applications to capture, store and locate archived documents and information that help leverage and protect its customers business. ARC's fiscal 2014 revenue was \$424 million.

# 01

## REPROGRAPHIC SERVICES



We provide a comprehensive array of reprographic services that help you optimize the use and maximize the value of printed material in any environment.

ARC's reprographic services will increase your productivity and efficiency by choosing the proper production resources for your documents, reducing waste and supporting your objectives for the appropriate use of print for the projects.

### 01. DIGITAL PRINTING

- Printing from Digital Files BW & Color
- Small-format digital printing & bulk production
- "Print-on-demand" digital publishing
- Variable data printing
- Wide format printing on different medias including vinyl, frosted, flex
- Standees, tent cards, letter heads, envelopes, brochures, leaflets
- Wall calendars, posters, greeting cards invitations
- Mug & T-Shirt Printing
- CD & DVD burning, Label printing, pouches

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**COLOURS** ARE ONE OF THE ELEMENTS OF A VISUAL IDENTITY AND PROMOTE A STRONG NON-VERBAL MESSAGE WRITTEN BY YOUR COMPANY

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### 02. GRAPHIC DESIGNING

- Mockups, logo designs, illustrations, custom packaging cases, branding
- ID Cards, Business cards, Peel off stickers, Danglers, Wooblers
- Diaries, Planners, Notebooks, folders, pouches

### 03. CORPORATE GIFTING

- Key Chains, T-Shirts, Gift Items, USB drives, pens, caps
- Trophies, mementos, bags, awards





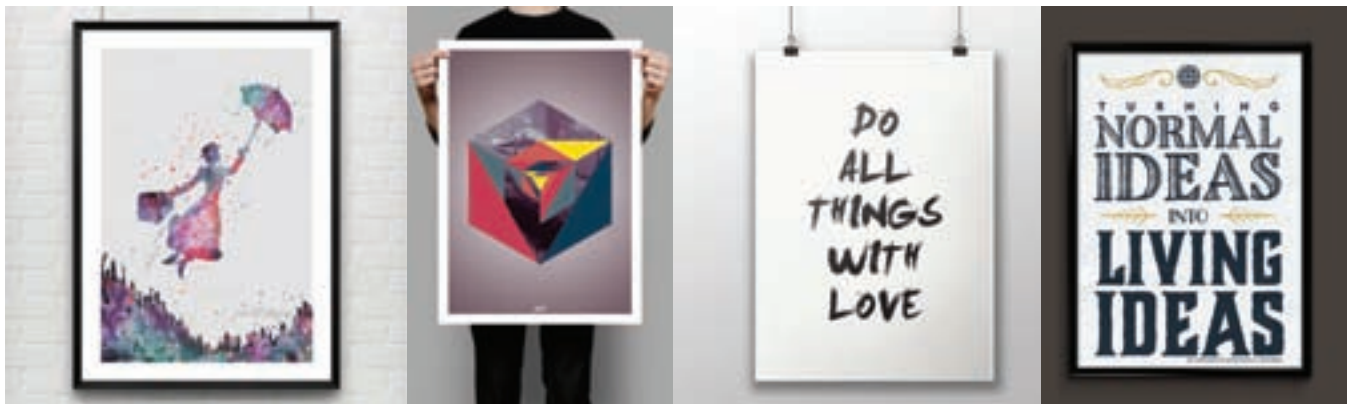
## BUSINESS CARDS



## TENT CARDS / MENU CARDS



## POSTER PRINTS / PICTURE FRAMES



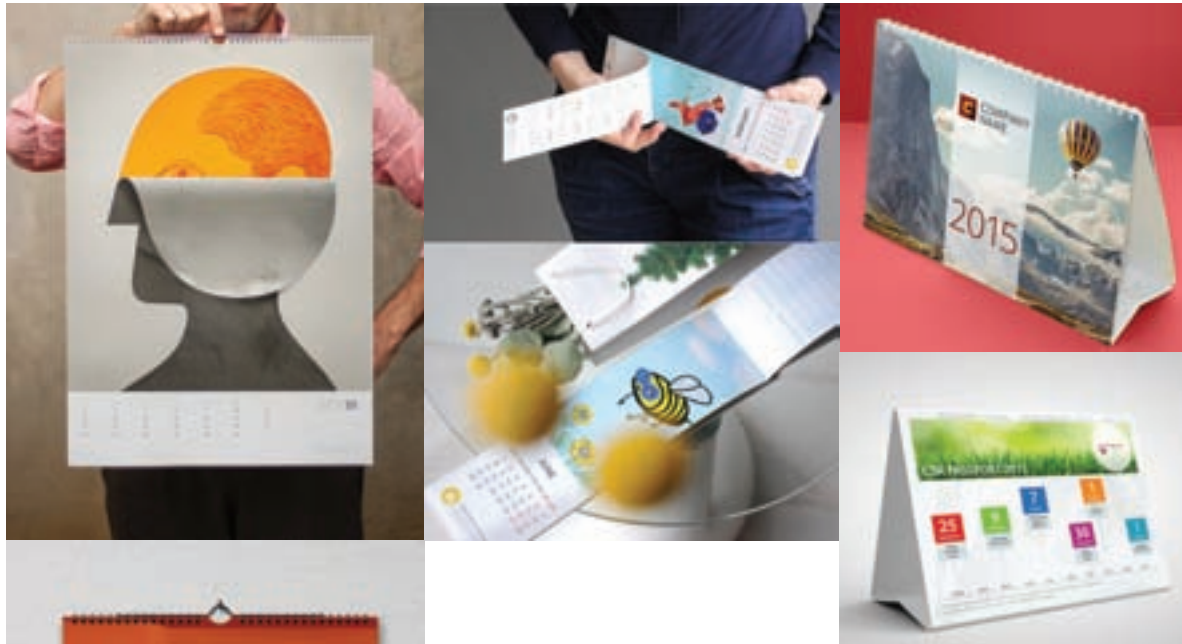
## ID CARDS / LANYARDS



**PERFECTION** IN EVERY WORK WE DO IS FOLLOWED IN EACH CASE, MAINTAINING A 3 TIER QUALITY CHECK IN EACH STAGE OF WORK STARTING FROM JOB RECEIVING, THROUGH PRODUCTION, FINISHING, PACKING AND LOGISTICS PHASES.

## SAMPLE ILLUSTRATION

### DESKTOP & WALL CALENDARS



### ROLLUP STANDEES



### GREETING CARDS



MEMENTOS ACRYLIC



TROPHIES / MEMENTOS



PLAQUE / MEMENTOS



PRINTING FOR CORPORATES WITH THE BEST IN MARKET MATERIALS AND TOP IN CLASS TECHNOLOGY. WE ARE CAPABLE OF HANDLING HUGE VOLUMES EVEN IF YOU HAVE LIMITED TIME. JUST DIAL IN TO GET MORE INFO.



## SAMPLE ILLUSTRATION

### CORPORATE GIFTS



### CAPS / TSHIRTS PRINTING



### MUG PRINTING



### CANVAS PRINTS



### DIARIES



### VINYL STICKERS / DISPLAY UNITS





# TOGETHER WE CAN MAKE IT

ARC being pioneer in Digital Printing and Document Management, we can help you with latest in digital printing. We have a creative and talented team working in graphic designing, digital artwork, logo design, brochure, mockup and product display to satisfy any type of your needs. Please mail us or send us a query, we are here to support you.



**GIVE YOUR OFFICE A TOTAL CHANGE OVER WITH WALLGRAPHICS DESIGN**

**GRAPHIC  
DESIGNING**

**LOGO  
BROCHURES  
PAMPHLETS  
GREETINGS  
MOCKUPS  
PACKING  
CUBES  
FOLDERS**



# 02

## MANAGED PRINT SERVICES

### Take Control of Your Print Costs with MPS

Finding the right company to help you manage and reduce print costs is important. ARC helps customers understand their overall cost of print by performing a print audit, then developing an optimized print infrastructure. We look at print from the perspective of what's right for each customer, large or small.

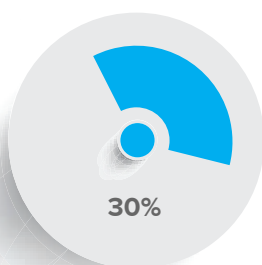
ARC has hundreds of locations around the world and relationships with major vendors like HP, Canon, Océ, Xerox, and others. However, we believe efficient MPS is not about selling more hardware or software, but about providing an excellent service. We have the expertise and independence to offer you the right hardware and the best support. No other competitor can say the same.

#### WHY MPS?

- Managed Print Services reduces the high cost of print, decreases your IT support burden, and facilitates access to innovative print technologies.
- Improve your green practices, thereby reducing energy expenses, Create predictable monthly costs
- Simplify Document Management - Optimize hardware infrastructure so that it evolves as your needs change
- Customize hardware integration from virtually any manufacturer
- Streamline vendor management: move from dozens to one
- Automate replenishment of consumables, Central dashboard and automated alerts
- Make accounting more efficient and consolidate reporting
- CD & DVD burning, label printing, pouches

#### THE RESULTS OF AN EFFECTIVE MPS PROGRAM

- Higher employee-to-machine ratio
- Easy access to cutting-edge technology
- Decreased IT print-support burden
- Decreased print-related vendors
- Responsive, proactive support
- 30% cost reduction



UPTO 30% SAVINGS ON PRINT



INCREASED PRODUCTIVITY



**AUTOMATED ALERTS**  
REDUCED IT/ADMIN BURDEN

# MPS WORK FLOW ILLUSTRATION

## PRESENT PRINT SETUP



## MAJOR ISSUES FACED

- Non optimized print environment.
- Uncontrolled Print Costs!
- Problems with cartridges/supply/maintenance in timely fashion, loss of time, money?
- Who prints what? Does not have a report of print activity!
- Heavy workload, but not able to manage in-house and do not want to invest more.
- Multiple vendors for printing, print supplies and technical support, no streamlining.

## HOW ARC CAN HELP?

- Our Print Audit with customer finds out the optimum print pattern and we deploy our own fleet of printers without customer spending a penny on capital investment.
- We deploy mechanisms to control the cost, avoid wastages and optimize prints. Our in-house product, intelligent print tracking software **Abacus** can track prints and give suggestions to users depending on the rules set up to print emails on BW printers and also to show alternate print option if the print is containing very less amount of color in it. Also we deploy secured printing which helps to avoid waste by helping customers to print from their secured mail box with **PIN** access or **RFID** access and this helps in confidentiality also. We combine this technologies along with our MPS Program for each client.
- ARC has developed a web based software solution which can support a wide array of OEMs printers, which helps ARC and Clients to track the printers status, errors, consumables. Our dashboard is compatible with all browsers and in case of any consumable status falls below the defined level in devices it automatically alerts the respective ARC support center and customer contact, which can help at a great level to avoid expensive storage of consumables and also on pro-active maintenance measures to support in uptime of printers helping each client ARC Supports.
- Our in-house software Abacus, once configured and entered with user data, can be used to track each user with job wise, department wise, computer wise tracking with monthly custom reports which can help the management on making important decisions on printing and cost reduction.
- ARC Can be single point Vendor in all print related needs, starting from Digital, Offset, MPS, Corporate Gifting and anything, we can support you with single vendor, single invoice and any jobs support for workloads clients can inform us or submit online using our document shipping tools to print and deliver.

PRINT AUDIT  
ANALYSIS

OPTIMUM  
PRINT SETUP

# FLEET MANAGEMENT SYSTEMS



## FLEET MANAGEMENT DASHBOARD

- MONITORS SUPPLIES STATUS 24/7 & ALERTS ON TRIGGER
- PRO-ACTIVE MAINTENANCE NOTIFICATIONS
- ALERTS ON ERRORS/BREAK DOWNS FROM DEVICES
- DASHBOARD HELPS TO KEEP TRACK OF PENDING TASKS



Our Fleet Management systems monitors each printers status and updates on the same to the dashboard on regular intervals, which helps each of the printer to be up and running always. We get alerts on each printers according to the re-order levels set on each printer. We can setup the alerts according to the consumption pattern on each printer. This also helps to track ARC technical support in case of any breakdowns or errors on printers and arrange for the support call, even before the customer comes to know about it.

Fleet management helps to reduce the IT/ Admin burden of printer support calls/consumable ordering and tracking print issues.

### WHY ARC?

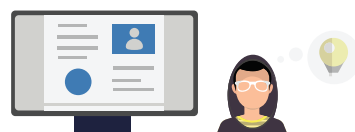
- MPS from ARC is a scalable and monitored print infrastructure, which manages all of your print expenses and components, providing ongoing cost reduction.
- Finding the right partner to help you take control of your print environment is crucial. Managed Print Services is about service, not hardware. ARC is unique as an independent consulting organization focused on helping you print less, not getting you to purchase more hardware. With ARC, you do not have to make large capital expenditure on printers, copiers, and imaging devices.
- ARC is the only company that can capture all of your document management, on-site, off-site and virtually.
- MPS from ARC provides consulting expertise, software, hardware, media, supplies, and support. It also eliminates the costly administration and expense of print.
- ARC was recognized for excellence in Managed Print Services by the Managed Print Services Association with a **2012 Leadership Award**



**2012  
LEADERSHIP  
AWARD**

- **Better support and increased uptime** - Our MPS includes local support and SLAs for cost and performance. We'll make your employees more efficient by optimizing your print infrastructure.
- **Access to the best technology** - Your print is our business. We invest in advanced print technologies and our experts help our customers gain access to the latest technology.
- **Focus on what you do best** - Our business is helping customers take control of their document infrastructure. So that customers can focus on their core business. ARC customers spends less time administering invoices, ordering supplies and making service requests. MPS from ARC makes employees more efficient.

**ARC GLOBAL  
TECH. CENTER**





# 03

## ARCHIVING & INFORMATION MANAGEMENT



### TURN MOUNTAINS INTO MEGABYTES

- We **SCAN** it
- We **TAG** it
- We put it on the **CLOUD STORAGE**
- We give you **ADVANCED SEARCH** and retrieval
- **WE DO IT ALL**

#### BENEFITS OF AIM

- Gives immediate access to valuable information
- Ensures that information is accurate
- Increases productivity
- Makes collaboration easier
- Eliminates storage and access fees
- Reduces IT and paper costs
- Protects information from fire, flood, and other natural disaster
- Better for the environment



NOT ABLE TO FIND THE INFORMATION  
YOU ARE SEARCHING?

- TURN INTO OUR AIM SERVICES -

# 5<sub>s</sub>\*

OUR AIM SOLUTION CAN  
HELP YOU TO FIND ANY  
SCANNED FILE IN "SECONDS"

\* Average search time for OCRred, Tagged & indexed documents



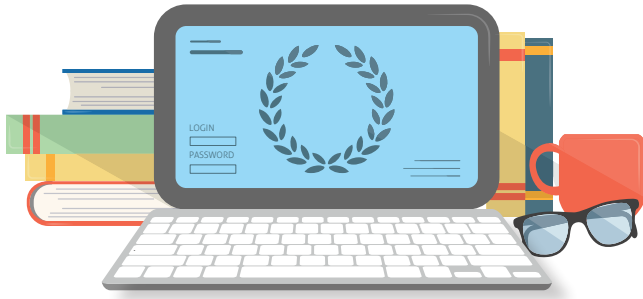
SINGLE SOLUTION FOR ALL YOUR DOCUMENT PROBLEMS

#### AIM FOR FUTURE SAVINGS

- By giving you immediate access to your documents and information, Archiving & Information Management helps you meet your business goals and reduce costs. Our cloud-based platform easily adapts in capacity, allowing you seamless access to critical data from multiple points and varying devices.

#### BENEFITS OF DOCUMENT SCANNING

- Eliminate physical storage costs
- Save time and money on document searches
- Retrieve any document in seconds
- Increase customer service levels
- Free up office space
- Maintain documents in original format
- Create a single source of truth on the cloud for all documents
- Provide disaster protection
- Distribute any document from your computer



## HOW AIM WORKS



DRAWINGS



NOTES



INVOICES



PROPOSALS



TECH.DOCs

### DIFFERENT TYPES OF ORIGINAL DOCUMENTS

#### STEP 1

DOCUMENT VERIFICATION  
BY ARC PERSONNEL

#### STEP 2

HIGH SPEED MULTI  
DOCUMENT SCANNING



\* OCR  
# TAG  
@ INDEX  
\$ RENAME

#### STEP 3



ARC SECURED CLOUD  
STORAGE WITH DATA  
REDUNDANCY

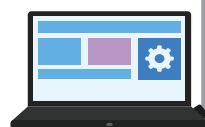
CLOUD  
STORAGE

#### STEP 4

#### STEP 5



FILES AFTER SCAN, TAGGED BY FOLDER /  
BARCODED AND MOVED TO RESPECTIVE  
BOXES TO **MOVE TO STORE OR TO BE  
SHREDDED**



#### STEP 6

RETRIEVE DATA  
FROM ANY WHERE

## OUR SOFTWARE SOLUTIONS

### PLANWELL COLLABORATE

PlanWell Collaborate is an intuitive, cost-effective cloud project collaboration application designed for AEC, Building Managers, Onsite Project Managers etc.

#### BENEFITS

- No Training Required
- Accelerate Team Knowledge Transfer
- Increase Project Team Productivity
- Accessible, Accurate Project Information
- Pure Cloud Collaboration
- Do More with Less
- Easy to Learn, Easy to Scale

#### FEATURES

- Project Portal
  - Team Networking
  - File Viewer
  - Check In/Out
  - Project Calendar
  - Outlook Integration
  - Notifications
  - Markup and Redline
  - Change Control
  - Tasks
  - Project Dashboard
  - Direct Publish
  - Version Control
  - Project Accountability
  - Project Images
- **Need to know more, request for a demo or contact us. Website [www.planwellcollaborate.com](http://www.planwellcollaborate.com)**

### ishipdocs

● **Send. Share. Store. Network. Print. With ishipdocs.**

● ishipdocs is a cloud application that allows you to easily distribute large files (up to 3GB) from your email. No hardware or software required. Edit documents online. Create, store, distribute and rapidly deliver high-quality printed documents anywhere in the world.

#### WHY ishipdocs?

- Send large files without limitations of email
- No training required
- Access cloud printing services easily. Send documents digitally for fast print production and local delivery through 350 global fulfillment locations. Same-day delivery in the USA and 48 hours internationally.
- Print on demand. Never worry about supply, physical storage, or costly shipping of important documents.
- Track important documents step by step and get proof of delivery email. ishipdocs increases your productivity by working the way you do.
- **Get details here @ [www.ishipdocs.com](http://www.ishipdocs.com)**

### ABACUS - ADVANCED SOFTWARE FOR PRINT MANAGEMENT

**Tracking print jobs was just the beginning.**

- Abacus remains an industry-leading cost-recovery tool for printing. With recent enhancements to the software, Abacus also provides:
- Control over your enterprise print and document management infrastructure
- Information to optimize your equipment fleet, utilization, and machine footprint
- Tools to increase efficiency and productivity across your organization
- Influence over the printing and document management behavior of your employees
- Over the past year, we've re-engineered Abacus to provide you with better management tools that deliver greater cost and equipment procurement savings, environmentally-efficient workflows, and across-the-board productivity improvements.



## ARC DOCUMENT SOLUTIONS | BROCHURE



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