

# Eller College of Management

## Printer / Copier / Scanner / Fax Selection Guidelines

### Getting Started:

1. Determine the number of users who will be using the printer / copier / scanner / fax
2. Decide on the required capabilities: B & W, Color, Copying, Scanning, Duplex, Fax, etc...
3. Visit the section below that corresponds to the number of users in step 1:

10+ Users

See Departmental

2 - 10 Users

See Workgroup

1 User

See Personal

### Departmental Printer / Copier / Scanner / Fax

- Lowest cost per page, high duty-cycle, multifunction
- When working with an outside vendor, it is very important that Eller IT be brought in early in the process to ensure selection of the most appropriate and compatible model.
- Please schedule a quick consultation with Eller IT so we can help find the best possible solution to meet your needs.
- Recommended Models: High Vol. - HP LaserJet 9050DN, Low Vol. - HP LaserJet M602DN

### Workgroup Printer

- Economical, shared, duplexing, black & white or color, high duty-cycle
- Recommended Models:
  - a. B & W: HP LaserJet P3015DN or P4015DN
  - b. Color: HP LaserJet CP4025DN

### Personal Printer / Scanner / Fax

*The use of personal printers is discouraged. Personal printers are not shared, cannot be networked, usually rely on USB-Interfaces, and are often unreliable. As a result, these printers are more costly to maintain and manage.*

- Recommended Model: Brother HL-5450DN, Black & White Laser w/ Duplexing

### Eller IT Support

Eller IT can support the models above and others if selected in consultation with Eller IT. Printers or copiers not on the list may be incompatible with our systems and support cannot be guaranteed.

### Quick Consultation

We can help you select a printer, scanner or fax that will best meet your needs!

Setup a quick consultation to find a solution by submitting a request:

<https://support.eller.arizona.edu>