# 5 considerations to accelerate hybrid workflows

Uncover insights to guide your digital transformation

Digital workflows enable collaboration, drive productivity, and accelerate innovation in the hybrid workplace. Yet, paper-based processes continue to be just as important – 80% of employees working from home are printing the same or more than pre-COVID volumes[1].

Integrating paper with digital can be challenging, but HP can help you ask the right questions to track productivity in the office and at home to uncover opportunities for unlocking efficiency.

1. What is your current level of digitization ?
2. Are all endpoints and connections secured ?
3. How accessible are printing and scanning for distributed teams ?
4. Are there new opportunities to activate automation ?
5. What are the human behaviors you need to take into account ?
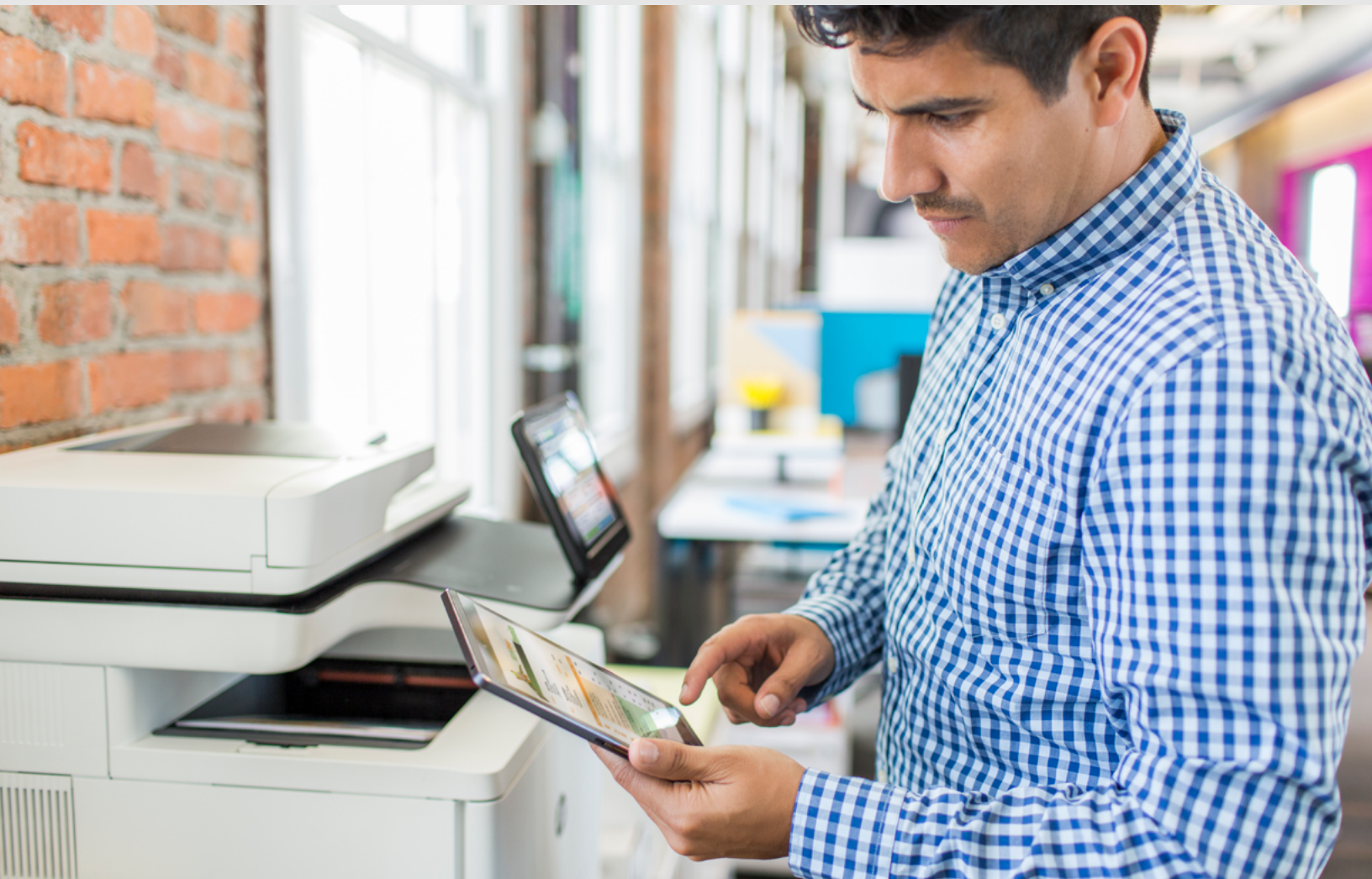
1. What is your current level of digitization?

Within the workplace, many may perceive digitization as being synonymous with optimization, though they can be independent of each other. In both instances, technology often provides the solution, but it depends on what the objective is. For some, it's enough to go paperless, while others seek complex workflow automation solutions.

Assessing your current environment and processes will provide a clearer picture of the opportunities for workflow optimization. From there you can go on to narrow down specific areas where digitization can make a difference. In fact, the pivot towards a borderless workplace presents plenty of opportunities for both.

For a start, equipping employees with the right devices and features to support working at home and in the office can be a challenge. Differentiating between your employees' need for a printer at home and those who occasionally require access to printing will add another layer of complexity. Equipping fully remote teams who need to print from home will require the support of a managed print service such as HP Flexworker. For others who might need print jobs to be retained securely in the cloud for when they're back on-premises, HP Secure Print fits the bill.

HP Flexworker is a print service tailored for remote working arrangements, and helps to plug this gap by providing employees with the printers they need, automatically delivering supplies when it runs low, and supports IT with remote firmware updates, and cloud-based security management capabilities.

2. Are all endpoints and connections secured?

Hybrid work has made us increasingly dependent on technology and our devices. IT teams have less control over employees' devices and reduced visibility into the ways they use them. Inadequate endpoint security can jeopardize the deployment of new technologies or applications, especially if employees are using personal devices to work or print.

Reducing the addressable attack surface of every endpoint across your organization is critical to prevent operational disruption and protect your devices, documents and data. Providing hardware-enforced security, self-healing firmware and threat containment via isolation, HP Wolf Security brings robust, built-in protection to your HP PCs and printers, delivering security you can trust in a borderless workplace.

3. How accessible are printing and scanning for distributed teams?

Regardless of where they are working from, there will be employees who require printing and scanning. How they go about it, however, is set to change. More than half of end-user organizations expect mobile print volumes to increase, while home printing is expected to continue due to the shift to remote working. This is aligned with a wider trend – 88% of organizations are already using cloud infrastructure in some form, and 45% expect to move at least 3 out of 4 of their applications to the cloud[2].

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A key ingredient for delivering connected experiences is to make printing and scanning easily accessible as it supports collaborationand information flow. Having the infrastructure that enables these tasks, whether remote or on-the-go, will minimize disruption todaily operations.

Printing at a moment's notice outside of the home or office won't be as easy as locating the nearest printer, and the value of cloud printing truly shines here. The ability to retain print jobs in cloud-based queues and leveraging scan-to-cloud apps on smartphones (such as HP Secure Print) supports flexibility for your teams, while keeping them ready to print.

4. Are there new opportunities to activate automation?

Legacy and manual processes belong to a time when being in the office was the most widely accepted way to work. These processes won't meet today's expectations of efficiency from customers and co-workers alike, with the hybrid nature of work and service delivery accelerating the need for workflow automation.

Tasks such as scanning an invoice to be sent to another department used to consist of several steps. However, it's now possible to automate every step by scanning, sending, and saving documents to multiple locations at once. This is achievable with HP Workpath – which connects paper-based workflows to the cloud and vice-versa by integrating with your existing platforms such as Google Drive® or Dropbox®. Automation is an effective way to improve productivity and give time back to workers, so they can focus on more important things like their well-being or addressing customer needs. These benefits are too good to pass up and organizations are taking steps to harness automation. In fact, among executives of companies that moved most of their employees to remote work during the pandemic, 80% said they had increased automation[3].

5. What are the human behaviors you need to take into account?

Do you know what work is being done by your employees, how they are doing it, and whether there have been efforts to introduce new processes or technologies?

These questions will be key to your digital transformation roadmap. Printing, in particular, must not be left out — given how much employees depend on it for their work. Your journey to future proof the workplace starts with the introduction of workflow strategies based on the needs and wants of employees. HP Value Management Office (VMO) is designed to enable this change.

Providing print consultation, the strategic service helps you explore user behaviors and drive change management through insights gathering, minimization of IT support needs, and fleet optimization for evolving requirements. By taking the guesswork from your print environment, HP VMO helps you focus ondecison-making.

Ready to recalibrate your workforce?

Without visibility into the expectations of all stakeholders and where they conflict, it won't take long for strategic initiatives to fall apart. To mitigate such differences, your digital acceleration needs to be informed by the answers to these questions.

Once these critical insights have been gathered, you'll be better equipped to optimize workflows and give employees the tools they need to achieve excellence.

Discover how HP Managed Print Services can help future-proof your business and deliver connected experiences by accelerating digital workflows for hybrid work.

PwC found that
62%
of C-Suites felt their organizations would need between two and four days a week in the office to maintain a strong company culture[4] while another survey learned that
65%
of employees were willing to take a pay cut of five percent in order to stay fully remote[5]

Contact an HP Managed Print Services Representative

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5. Breeze, To remain remote, employees are ready to give up benefits, PTO, & salary, July 2021