

Selection guide

Choose the right device for your small work team



HP LaserJet and Officejet MFPs



HP is widely recognized as a leader in innovative print technology:

- Positioned in the Leaders Quadrant of the Gartner, Inc. Magic Quadrant for MFPs and Printers, Worldwide¹
- Awarded Buyers Laboratory, LLC's 2013 Color Printer/MFP Line of the Year
- Named 2013 Printer Brand of the Year by Harris Poll EquiTrend^{®2}
- Awarded Editor's Choice by Better Buys for Business
- Awarded Editors' Choice by PCMag.com



The right HP device can help improve productivity and reduce costs. Choose from a variety of multifunction products to meet your team's unique needs.

Empower work teams

Your teams need to print, digitize, organize, and securely share documents, but they don't want to waste valuable time learning how to use and manage devices. They need anywhere, anytime access to and collaboration from any device. And your business needs value that lasts for the long term.

Renowned for their reliability and performance, HP LaserJet and Officejet MFPs provide the best mix of ease of use and advanced features to help your teams get the job done. Whatever your business environment, you can count on HP's industry-leading security, document management, and mobile printing features and solutions—and, of course, great looking printed pages.

What's right for you?

Whether you need advanced cloud document management capabilities, secure printing solutions to prevent confidential documents from getting into the wrong hands, or the support of tablets and phones as part of your business processes, HP MFPs deliver a customizable solution.

The right multifunction product can save users time and frustration and can yield dramatic savings for your business. Yet with all of the available MFPs, how do you choose the appropriate device for your small work team? Because the needs of every business—and even the departments within that business—are different, the best choice for you will depend on a variety of criteria.

How many users will print how many pages each month?

A dozen users printing thousands of pages per month need a more robust device than one shared by just a few users with more modest print needs. HP designates its small work team devices into two categories: Low, for teams of 3 to 10 people, printing from 750 to 3,500 pages per month; and High, for teams of 5 to 15 people, printing from 2,000 to 6,000 pages per month.

HP's innovative flow devices are leading the way for streamlined workflows

HP's award-winning, scan-optimized LaserJet flow MFPs offer single-pass, two-sided scanning for fast results; higher automatic document feeder (ADF) capacity and monthly scan volumes, ultrasonic technology to prevent misfeeds; advanced automatic-imaging features; a large pull-out keyboard for easy and accurate data entry; and expanded processing and routing options, including built-in optical character recognition (OCR).



HP LaserJet Enterprise color flow MFP M575c and flow MFP M525c

Named Outstanding Scan-Centric A4 Color and Mono MFPs for Mid-Size Workgroups by Buyers Laboratory, LLC, Winter 2013

What kinds of documents do you primarily print?

If you print a lot of general office color pages, the HP Officejet Pro X series may be a good fit. Officejets typically offer faster speeds³ and lower costs per page⁴ than color lasers, and good print quality on ColorLok papers. If you need to print color marketing materials to impress customers, HP LaserJets deliver best quality output on plain paper. If you only need black-and-white prints, a LaserJet may meet your needs. HP's Enterprise flow MFPs are the best choice for high-volume, highly accurate scanning.

How sophisticated are your workflow needs?

HP Pro devices support core workflows, such as scanning to email or network folders, while Enterprise MFPs offer additional workflow features—including more send-to destinations, HP Quick Sets for launching one-touch workflows, and superb image preview and enhancement on a large, color touchscreen. Flow MFPs are a further step up, with more advanced scanning, processing, and routing capabilities (see more details at left). They're perfect for offices that scan frequently and must integrate documents into workflow applications and software.

What level of IT management integration do you need?

HP's Enterprise devices fit best in IT-managed environments. Choose an Enterprise MFP if you need advanced security controls like user authentication and PIN-enabled printing, HP OXP-enabled integration for hundreds of available partner solutions, and advanced HP Web Jetadmin (WJA) support for management, monitoring, and reporting.⁵ Enterprise devices are built with upgradeable HP FutureSmart firmware, which provides a consistent user experience across your fleet, plus allows you to add new features as they are developed without having to purchase new hardware.

Lightly managed environments or those without formal IT departments, such as branch offices, may be well served by an HP Pro MFP. These devices can still be managed remotely via HP WJA and can be placed on the network, but have fewer, less robust configuration and security options. Both Enterprise and Pro MFPs can also be managed individually via the HP Embedded Web Server (EWS).

Enterprise and some Pro devices (including the HP Officejet Pro X series) are supported by the HP Universal Print Driver (UPD), which makes it easy to connect and print.⁵

Meet your team's needs with the right device

HP Officejet Pro X MFPs—These ink devices offer the most affordable, fastest printing along with core workflow features and core support for HP WJA and UPD. Their small footprint helps them easily fit in around the office. The HP Officejet Pro X series saves up to 50% on printing costs versus competitive color lasers.⁴

HP LaserJet Pro MFPs—Reliable and easy to use, these laser all-in-one devices deliver best quality output on plain paper and offer the core workflow features many small workteams are looking for. Some are supported by HP UPD and have core configuration, security, and monitoring features that can be managed through HP WJA.

HP LaserJet Enterprise MFPs—These workhorses are perfect for larger teams whose workflow and management needs are more sophisticated. They support all of HP's enterprise solutions and offer robust security options along with advanced fleet monitoring, management, and reporting.

HP LaserJet Enterprise flow MFPs—The industry's first scan-optimized multifunction devices, HP's flow MFPs streamline complicated workflows with built-in optical character recognition (OCR), embedded scan to SharePoint® and scan to cloud capabilities, fast two-sided, single-pass scanning, HP EveryPage to avoid missed pages, a pull-out external keyboard for easy data entry, and a host of other features.

Invest in long-term value

No matter which type of device you choose for your small work team, you can count on HP quality and reliability. Prior to introduction, new HP products undergo rigorous testing, to be certain that they measure up to HP standards. The result is a solid, reliable product that produces consistent, excellent output quality over the life of the device and its supplies. HP MFPs add up to a great value and a smart investment.

Feature comparison

The tables below (for color devices) and on the next page (for black-and-white devices) provide a quick overview of the differences in features between the various HP MFPs recommended for small work teams. For more details about specific management capabilities of individual devices, please see HP Web Jetadmin white papers at <http://h20195.www2.hp.com/V2/GetPDF.aspx/4AA4-5913ENW.pdf> and <http://bizsupport1.austin.hp.com/bc/docs/support/SupportManual/c01840761/c01840761.pdf>.

Color multifunction products for small work teams

HP Officejet Pro X



Color MFP X476, X576

HP LaserJet Pro



Color MFP M375, M475, M570

HP LaserJet Enterprise



Color MFP M575

HP LaserJet Enterprise flow



Color flow MFP M575c

| | HP Officejet Pro X | HP LaserJet Pro | HP LaserJet Enterprise | HP LaserJet Enterprise flow |
|--|---|--|---|---|
| Print speed in pages per minute (ppm) (letter/A4) | X476: up to 36 ppm X576: up to 42 ppm | M375: up to 19 ppm; M475: up to 21 ppm; M570: up to 31 ppm | Up to 31 ppm | Up to 31 ppm |
| Recommended usage | | | | |
| Number of users | X476: 3-10 X576: 5-15 | M375, M475: 3-10 M570: 5-15 | 5-15 | 5-15 |
| Recommended monthly page volume | X476: 500-2,800 X576: 750-4,200 | M375: 500-1,500 M475: 1,000-2,500 M570: 1,500-4,000 | 2,000-6,000 | 2,000-6,000 |
| Type of documents | Low-cost, high-speed color output for general office use | Best-quality color output on plain paper for office use and marketing collateral | Highest-volume, best-quality color output on plain paper for office use and marketing collateral | Integrated paper-based workflows and analog to digital conversion; best-quality output on plain paper |
| Workflow features | | | | |
| ADF input capacity, type | 50-sheet, reversing | M375, M475: 50-sheet, reversing; M570: 50-sheet, dual head, single-pass duplexing | 50-sheet, reversing | 100-sheet, dual head, single-pass duplexing, with HP EveryPage |
| Imaging, processing and routing | 4.3" color touchscreen for core workflow tasks | 3.5" color touchscreen for core workflow tasks | 8" color touchscreen supports image preview, Quick Sets, more routing destinations | 8" color touchscreen and pull-out external keyboard supports advanced imaging, scan to SharePoint, and built-in OCR |
| Management features | | | | |
| Security | Core security options; core LDAP email lookup | Core security options; M570 has core LDAP email lookup and authentication ⁶ | Advanced security options and configuration; full LDAP features, including controlling feature and access by user or group; PIN printing; secure encrypted print; secure encrypted hard drive | Advanced security options and configuration; full LDAP features, including controlling feature and access by user or group; PIN printing; secure encrypted print; secure encrypted hard drive |
| WJA/UPD support ⁵ | Support for core features of WJA including configuration, management, monitoring, and reporting; supported by UPD | Support for core features of WJA including configuration, management, monitoring, and reporting; supported by UPD | Full IT management of advanced features with WJA, including advanced configuration, management, monitoring, and reporting; supported by UPD | Full IT management of advanced features with WJA, including advanced configuration, management, monitoring, and reporting; supported by UPD |
| Solution extensibility | Support for HP Access Control (job accounting limited to server based print only), HP Capture and Route | None | Full support for hundreds of HP and third-party solutions | Full support for hundreds of HP and third-party solutions |
| Best use | Small work teams that need high speeds, lowest cost per page, ⁴ and core workflow and management features; designed for remote branch or small offices | Small work teams that need impressive color output on plain paper and core workflow and management features; designed for remote branch or small offices | Larger work teams that need impressive color output on plain paper and require more advanced workflow, security, solution, and management features | Larger work teams that have scan-centric workflows requiring more robust scanning, additional routing, and OCR capabilities; want impressive color output on plain paper; need advanced security, solution, and management features |

Black-and-white multifunction products for small work teams

HP LaserJet Pro



MFP M425, M521

HP LaserJet Enterprise



MFP M525

HP LaserJet Enterprise flow



MFP M525c

| | | | |
|---------------------------------|--|---|---|
| Print speed (letter/A4) | M425: up to 35 ppm M521: up to 42/40 ppm | Up to 42 ppm | Up to 42 ppm |
| Recommended usage | | | |
| Number of users | M425: 3-10; M521: 5-15 | 5-15 | 5-15 |
| Recommended monthly page volume | M425: 750-3,000 M521: 2,000-6,000 | 2,000-6,000 | 2,000-6,000 |
| Type of documents | Best-quality black output on plain paper for office use and marketing collateral | Highest-volume, best-quality black output on plain paper for office use and marketing collateral | Integrated paper-based workflows and analog to digital conversion; best-quality black output on plain paper |
| Workflow features | | | |
| ADF input capacity, type | M425, M521: 50-sheet, dual head, single-pass duplexing | 50-sheet, reversing | 100-sheet, dual head, single-pass duplexing, with HP EveryPage |
| Imaging, processing and routing | 3.5" color touchscreen for core workflow tasks | 8" color touchscreen supports image preview, Quick Sets, more routing destinations | 8" color touchscreen and pull-out external keyboard supports advanced imaging, scan to SharePoint, and built-in OCR |
| Management | | | |
| Security | Core security options; M521 has core LDAP email lookup and authentication ⁶ | Advanced security options and configuration; full LDAP features, including controlling feature and access by user or group; PIN printing; secure encrypted print; secure encrypted hard drive | Advanced security options and configuration; full LDAP features, including controlling feature and access by user or group; PIN printing; secure encrypted print; secure encrypted hard drive |
| WJA/UPD support ⁵ | Support for core features of WJA including configuration, management, monitoring, and reporting; supported by UPD | Full IT management of advanced features with WJA, including advanced configuration, management, monitoring, and reporting; supported by UPD | Full IT management of advanced features with WJA, including advanced configuration, management, monitoring, and reporting; supported by UPD |
| Solution extensibility | None | Full support for hundreds of HP and third-party solutions | Full support for hundreds of HP and third-party solutions |
| Best use | Small work teams that need impressive black output on plain paper and core workflow and management features; designed for remote branch or small offices | Larger work teams that need impressive black output on plain paper and require more advanced workflow, security, solution, and management features | Larger work teams that have scan-centric workflows requiring more robust scanning, additional routing, and OCR capabilities; want impressive output on plain paper; need advanced security, solution, and management features |

Notes

¹ Gartner, Inc., Magic Quadrant for MFPs and Printers, Worldwide, Sharon McNea, Federico De Silva et al, October 24, 2012. Gartner does not endorse any vendor, product or service depicted in the Magic Quadrant, and does not advise technology users to select only those vendors placed in the "Leaders" quadrant. The Magic Quadrant is intended solely as a research tool, and is not meant to be a specific guide to action. Gartner disclaims all warranties, express or implied, with respect to this research, including any warranties of merchantability or fitness for a particular purpose.

² HP received the highest numerical Equity Score among Printers included in the 2013 Harris Poll EquiTrend® Study. See harrisinteractive.com/insights/equitrendrankings.aspx for details.

³ Comparison based on manufacturers published specifications of fastest available color mode (as of March 2012) and includes color laser MFPs <\$1000 USD and color laser printers <\$800 USD available March 2012 based on market share as reported by IDC as of Q1 2012 and HP internal testing of printer in fastest available color mode (sample 4-page category documents tested from ISO 24734). For more information, see hp.com/go/printerclaims.

⁴ Cost per page (CPP) claim is based on the majority of color laser MFPs <\$1000 USD and color laser printers <\$800 USD as of April 2013, ISO yield based on continuous printing in default mode based on market share as reported by IDC as of Q4 2012. CPP comparisons for laser supplies are based on published specifications of the manufacturers' highest capacity cartridges. CPP based on HP 970XL/971XL ink cartridges estimated street price. Actual prices may vary. Actual yields vary based on printer used, images printed and other factors. For more information, see hp.com/go/learnaboutequipment.

⁵ HP Web Jetadmin is free and available for download at hp.com/go/webjetadmin. The HP Universal Print Driver is free and can be downloaded at hp.com/go/upd.

⁶ Full LDAP features will become available with a firmware upgrade scheduled to be released December 2013.

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