

Answering **Your** Questions about Enterprise Label Management



The decision to implement an Enterprise Label Management solution can impact many areas of your business. We know you have a lot of questions about how it works, your investment in the solution, and what happens next.

This eBook is full of questions from real users, just like you. We provide honest answers and invite you to continue the conversation with us.

In the Gray

A TEKLYNX Educational Series



What? Why? Who? When? Where?

What is Enterprise Label Management?

Enterprise Label Management is made up of 4 primary components:

- The ability to create and print barcode labels used for shipping, inventory, products, and more
- Label approval, traceability, security, storage, & version control for all labels created and printed
- Print automation to remove human interaction from the process
- A browser-based print interface for seamless label printing locally and around the globe

Why do businesses consider Enterprise Label Management?

Centralization of label management offers many operational efficiencies. Integrating labeling with your business system saves time and reduces errors. Approval rules, enforced by software, reduce misprints. The browser-based printing interface eliminates the need for many local software installations, reducing IT overhead. Any form of automation can save you money, and label printing is no exception.

Who is the right fit for Enterprise Label Management?

Any company looking to consolidate, standardize, and/or centralize label management can benefit from Enterprise Label Management, regardless if in one location or across a global operation. Often, these companies are looking to reduce manual steps throughout the label lifecycle, meet stringent label requirements or compliance standards, and improve IT management and operational excellence.

When is the right time to consider Enterprise Label Management?

Common triggers for considering Enterprise Label Management include:

- Lean initiatives
- Government regulations/initiatives in labeling or process management
- Internal initiatives to improve efficiency, reduce errors, or create more control
- Business growth, acquisition, or expansion

Where do you start?

Educate yourself about Enterprise Label Management. In this eBook, we've compiled common questions we hear during the sales process and provided our answers.

Have follow up questions? [Get in touch](#) - we're happy to continue the conversation.

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How is it different from what I'm doing today?

Today you...	Challenges	How Enterprise Label Management can help
Outsource labeling	Wasted space for label room, extra steps in label process, label waste for outdated labels, delays	Cost savings, quicker turnaround, more control, up-to-date data, labels printed as needed
Print from the designer	Manual steps result in errors and label waste	Fewer errors, more control, automated process, reduced waste

My process is very complex - how do I go about automating it?

Start by documenting your process:

- What are the steps in your label process from design to print?
- Who is involved and what are their responsibilities?
- What software and hardware is being used?
- Where is the data housed?

Automation Tip:

- First, condense your label templates into the fewest possible. Leverage database connections to the systems that house the necessary data.
- Take the next step by using your ERP system to generate a file that can trigger a print job. A print automation software like SENTINEL can make it happen.
- Automation can take on many forms. Your users could click a button, type a number, weigh an item, or scan a barcode to trigger a print job.

TEKLYNX offers a free **labeling environment assessment worksheet** to help compile this information.

GET THE WORKSHEET

How can I avoid any common challenges during implementation?

The biggest challenges can be overcome through planning and diligent work.

- 1. Compliance requirements:** Meeting strict compliance requirements can be complicated when database management isn't straightforward. Challenges arise when data is tough to access. TEKLYNX partners with regulatory compliance organizations to provide comprehensive solutions to regulatory compliance challenges.
- 2. Process documentation:** Documenting a complex process can be overwhelming, especially when labeling is different at every location. Often, there are many departments and employees involved. Documentation is most effective when all of these individuals participate in the documentation process. TEKLYNX can help provide a bigger picture perspective to the process.
- 3. Lack of ownership:** Progress can be slower if there's no project lead, or "champion," to push the project forward on the user side.

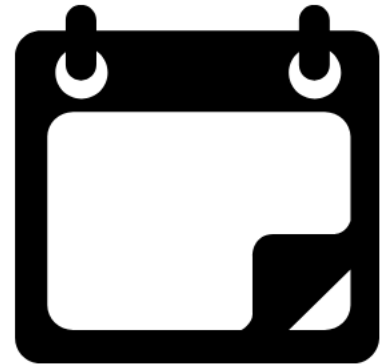
Time Commitment



How long does it take from “yes” to production?

Implementation timelines vary greatly from company to company. The average implementation timeline for Enterprise Label Management solutions is 3-4 months. However, the timeline can be impacted by:

- Levels of approval needed
- Availability of staff
- Ability to change current processes



What happens during implementation?

The implementation process is different for every client, but the general outline is typically:

- 1. Discovery:** Define your labeling environment’s current state and desired future state
- 2. Proposal:** Develop a Customer Requirement Document (CRD) and we propose a solution
- 3. Kick off:** You say, “Yes!” and we say, “Let’s get started!”
- 4. Preparation:** Prepare and install the server
- 5. Configuration:** Configure the server and begin initial testing
- 6. Label Design:** Complete the label design work and train your staff on our label design software
- 7. Training:** Train your staff on the Enterprise Label Management solution
- 8. Roll out:** We take a phased approach to roll out, one step at a time

Each implementation has its own unique needs that may add or change steps in the process. For example, some clients require configuration of a backup server, test environment, specific training sessions, creation of tools, or data mapping outside of our products.

How is training done?

Typically, a “train the trainer” method is most effective. We train a small group of your staff who become your in-house experts. The experts pass the knowledge along to other staff either in formal training sessions, or on an as-needed basis.

For label design software training, sometimes group training sessions are most effective. We’re happy to set up remote or in-person training sessions.



The Money Question



How much does it cost?

Costs vary, but here are some of the factors that influence the level of investment for a TEKLYNX Enterprise Label Management solution:

- Number of printers
- Number of label design software licenses
- Number of print user licenses
- Services and support

Based on these factors, average costs for a small environment can be less than \$10,000 USD. The larger the environment, the greater the investment.

What does a support contract include?

Support contracts are a required add-on to a TEKLYNX Enterprise Label Management solution. Purchasing a support contract ensures that there will be no unexpected costs in the future. A typical support contract includes assisted implementation, ongoing support, and the software cost of future upgrades.

At TEKLYNX, we set ourselves apart by also including the time investment from our engineers to perform an upgrade.



Yes, Enterprise Label Management is an investment. But can you afford not to?

Any business considering monetary investments must decide if the cost is worth it. The price tag sometimes makes it feel like “the way we do things today is just fine.” But, consider: How much does a misprint cost you?

- ...in wasted label stock?
- ...in time wasted printing it?
- ...in time spent discovering it?
- ...in fines, returned product, and bad press if it’s not discovered?
- ...in time spent cleaning up the mess?
- ...in time spent correcting the error and reprinting?

Now multiply that by the possible number of misprints over time. That’s a lot!

Most misprints can be avoided through systematic process improvements that are enforced by Enterprise Label Management software.

Is it worth it?



How does Enterprise Label Management improve process efficiency?

- **Integrating** label printing into your existing business system (ERP, WMS, etc.) takes manual steps out of the process, saving you time and reducing errors.
- Integration enables **automation**, increasing speed, while preventing mistakes.
- Built-in **approval rules** for label design and printing streamline processes and reduce misprints and errors.
- **Centralized IT management** means that IT staff won't be managing individual local installs, but will push out licenses from a central server, saving time.

How long does it take to see a Return on Investment (ROI)?

It depends on where you started and where you're going.

If you're moving from a completely manual process to an automated process, the ROI can be seen quite soon. **One TEKLYNX client saw proof of their ROI within 6 weeks after implementation.**

How can I quantify my ROI?

Proving ROI can be done by defining Key Performance Indicators (KPIs) and measuring them before and after the project is implemented.

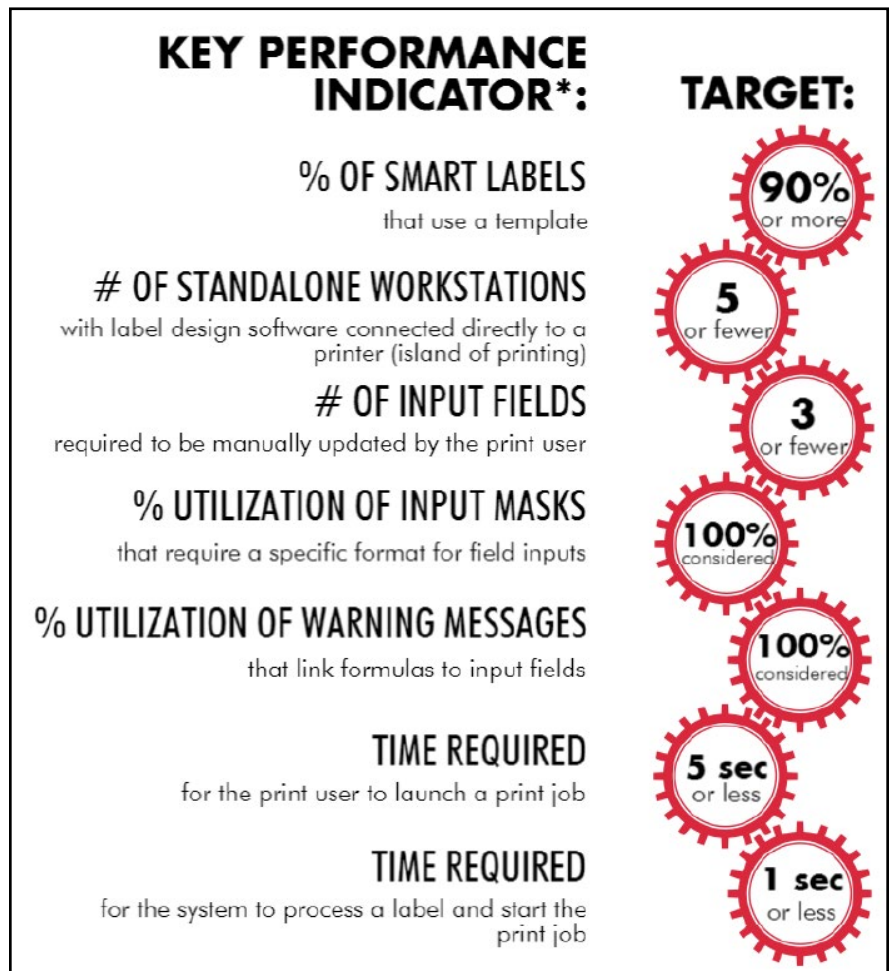
The most common ROI equation is:

$$\text{ROI} = \frac{\text{Gains} - \text{Cost}}{\text{Cost}}$$

Costs are defined as the initial investment in Enterprise Label Management software.

Gains are defined as any improvement in KPIs.

*KPIs and target values developed by Dave Klement, Principal at Efficient Business Integrators.





Who should be on your Enterprise Label Management implementation team?

An Enterprise Label Management system can stand the test of time if input from relevant parties is gathered during the planning and implementation. At a minimum, these departments should be represented:



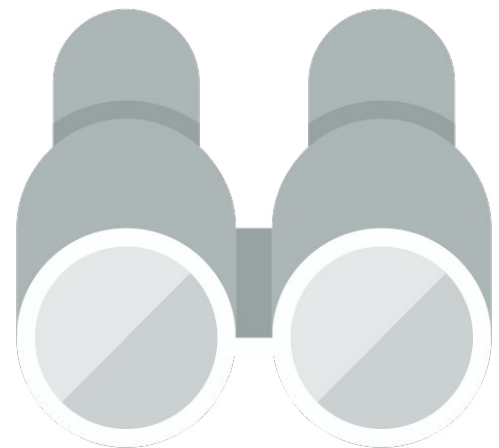
- **IT** - because they have to maintain the system (typically someone from IT is the project lead)
- **Quality** - because they are responsible for complying with mandates and regulations
- **Production** - because they are the main users, and can validate assumptions about use of the software and hardware

Every company is different, and additional representatives from other departments may be needed for your project team.

How can I ensure this solution will work years from now?

Technology is constantly evolving. Choose a partner who is committed to staying ahead of the curve, releasing new features, supporting you through updates, and has a history of proven success.

Remember the value of your support contract. When Microsoft pushes updates to Windows Operating System, causing something to break, TEKLYNX support staff is here to help you resolve any issues. When it's time to update your ERP system, and you're not sure how it will impact your Enterprise Label Management system, give us a call. When we release a new version of your Enterprise Label Management software, the update is completely covered by your support contract. The cost of the software and the time to update it is included.



Tell me more.

TEKLYNX offers TEKLYNX CENTRAL, an all-in-one Enterprise Label Management system designed to centralize your label management.

Label Design

Design labels in an easy-to-use TEKLYNX label designer - CODESOFT. Complete with label samples, database integration capabilities, and many additional features, CODESOFT is the label designer of choice for manufacturers worldwide.

CODESOFT is built in to the TEKLYNX CENTRAL platform. Centralized license deployment means fewer headaches for your IT team.



TEKLYNX CENTRAL

- Design labels
- Organize label files
- Integrate with existing systems
- Print from anywhere

REQUEST A DEMO

Centralized Label Directory

Stop wasting time searching for the right label across folders, hard drives, and networks. With TEKLYNX CENTRAL's central label directory, every label file is stored in a centralized and organized repository.

In addition to simply storing your labels, TEKLYNX CENTRAL tracks every change made to every label. If and when human error happens, TEKLYNX CENTRAL allows you to track the error back to its source.



Print from your Business System

You're already using enterprise software for resource planning, warehouse management, order management, or any number of other business tasks. TEKLYNX CENTRAL can seamlessly integrate with your existing systems to automate label printing.

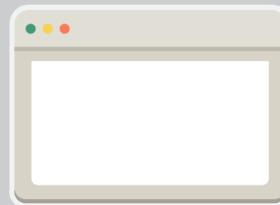
With system integration, all your user has to do is hit "Print" out of the business system, and a label print job is triggered. Manual steps are eliminated, reducing the risk of error.



Print Everywhere, from Anywhere

Browser-based printing enables true Enterprise Label Management, allowing users to log in to a secure web application from anywhere in the world to print approved labels.

Whether you need to print locally or globally, TEKLYNX CENTRAL's browser-based printing interface can be deployed to the entire enterprise without individual local installations.



Request a free, no-commitment demonstration to find out if TEKLYNX CENTRAL is the right fit for your company.

How do I start?



The first step is to gather information about the current state of your labeling environment.

Take advantage of our free *Labeling Environment Assessment* worksheet as a starting point. Fill it out to the best of your ability, or simply think about the questions.

GET THE WORKSHEET



We've answered a lot of questions in this eBook, but we know you have follow-up questions about your specific environment.

Get in touch.

GET IN TOUCH



About TEKLYNX International

TEKLYNX International is the world's leading barcode and RFID labeling software developer and solutions provider. An industry innovator for over 30 years, TEKLYNX helps companies operate smoothly and efficiently by implementing labeling solutions that streamline operations while staying ahead of industry-specific compliance and emerging regulations. TEKLYNX is world-renowned for its customer service; offering flexible purchase options, unparalleled service and support, and a comprehensive product offering that grows with companies over time. With operations in the United States, Europe, Latin America, and Asia, more than 630,000 companies in over 120 countries look to TEKLYNX integrated software solutions for their standard of success.

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