



MEDIA ALERT

Ricoh and mindSHIFT to participate at ALA Annual Conference & Exposition

Peter James and Mark Moore of Ricoh to present educational session: 'Where Did the Money Go? Uncover Real Savings by Managing Your Firm's Document Output'

WHO: Ricoh, a global technology company with services and solutions that help law firms and legal departments capture, transform and manage information more effectively in today's dynamic work environment, and [mindSHIFT Technologies, Inc.](#), a Ricoh company and leading provider of managed IT, cloud, data center and professional services, will exhibit at the [2014 ALA \(Association of Legal Administrators\) Annual Conference & Exposition](#).

As a result of Ricoh's February 2014 acquisition of mindSHIFT, attendees will benefit as the companies' combined solutions can now address a broader spectrum of IT and document services needs of law firms and in-house counsel, leaving them to focus on their law practices. Ricoh and mindSHIFT each have deep experience in the legal market and their customers include the majority of the Am Law 200 and NLJ 350 firms, boutique firms, as well as the legal departments of many Fortune 1000 companies.

WHAT: Educational Session – Where Did the Money Go? Uncover Real Savings by Managing Your Firm's Document Output
Presented by: Peter James, CCMP, ECM^s, Director, Legal Technology and Mark Moore, Esq., National Program Manager, Enterprise Solutions, Ricoh Americas Corporation.

With today's rising overhead expenses, firms must find effective ways to reduce costs while addressing how to make information within their companies more accessible based on how people work in today's changing workplace. Documents drive business processes with approximately 3% of a firm's annual revenue consumed by document production; and this expense is growing. A Managed Print Services (MPS) strategy enables firms to optimize and manage document output efficiently. To compliment this strategy, additional savings can be achieved by converting printing workflows to electronic and leveraging your Document Management System to eliminate paper records.

Additionally, Ricoh and mindSHIFT will demonstrate their legal solutions and services at each of their respective booths.

Ricoh (booth #822) will demonstrate its comprehensive portfolio of Digital Imaging Services including: Advanced Imaging and Cost Recovery; Data Forensic Solutions; Mobile Worker Services; and Universal Print Drivers.

mindSHIFT (booth #729) will demonstrate its Total IT Management for Law Firms solution, designed for law firms who want to eliminate the burden and distraction of

maintaining their own IT infrastructure. With this solution, mindSHIFT hosts, manages, maintains and supports a law firm's network, servers, desktops and applications for one predictable monthly fee.

WHERE: Metro Toronto Convention Centre; 255 Front St W; Toronto, ON M5V 2W6, Canada
Ricoh Booth #822 and mindSHIFT Booth #729

WHEN: Conference & Exposition
May 19 – 22, 2014

Educational Session
May 22, 2014
10:15 – 11:15 a.m.

To register for the conference, please visit [here](#).

For details on Ricoh's full line of products, services and solutions, please visit <http://www.ricoh-usa.com>.

For details on mindSHIFT's full line of IT Outsourcing & Cloud Services, please visit <http://www.mindSHIFT.com/Services.aspx>.

| About mindSHIFT Technologies, Inc. |

mindSHIFT, a Ricoh company, is one of the largest IT outsourcing and cloud managed services providers, serving small and mid-size businesses for 14 years. At mindSHIFT, we're about keeping your IT systems up and running, providing personal attention and making you more productive. We're big enough to offer the facilities, services and expertise you expect, but small enough to provide the support and attention you demand. Learn more at www.mindSHIFT.com.

| About Ricoh |

Ricoh is a global technology company specializing in office imaging equipment, production print solutions, document management systems and IT services. Headquartered in Tokyo, Ricoh Group operates in about 200 countries and regions. In the financial year ending March 2014, Ricoh Group had worldwide sales of 2,236 billion yen (approx. 21.7 billion USD).

The majority of the company's revenue comes from products, solutions and services that improve the interaction between people and information. Ricoh also produces award-winning digital cameras and specialized industrial products. It is known for the quality of its technology, the exceptional standard of its customer service and sustainability initiatives.

Under its corporate tagline, *imagine. change.* Ricoh helps companies transform the way they work and harness the collective imagination of their employees.

For further information, please visit www.ricoh.com/about/.

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