



The Informer

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March 2005 - Issue 4

The big day is almost here

Welcome again to this our fourth edition of 'The Informer', quite a lot has happened over the past three months and a great deal more is coming your way.

We are receiving some fantastic responses to this newsletter, and it's good to hear that our team of Service Engineers are being bombarded with questions as they set about their duties these days, it certainly makes their day; though as far as we know, no autograph hunters or 'groupies' have started to stalk them as yet.

Coming up in this issue is more news of our Open Day that is taking

place at our Gloucester-based premises on March 11. Again, we have had a superb response and the fax-back forms have been flooding in, there is still time for you to respond however if you haven't already done so - let us know that you will be attending and we will save you a seat. It is not a ploy by us to go for the big sales pitch - the information on offer really will be worthwhile, especially as we are all travelling down the digital super-highway at a tremendous speed. Canon, our major suppliers, will be on hand too and what they have to say about where we are going and how to best take advantage of what today's office technology serves up is extremely valuable.

Even if you have not got too much

spare time on your hands, why not just pop in and say hello if you're near or passing - at least that way you'll get a free glass of wine from me, and that in itself I'm told is a very rare sight to behold!!

The Easter celebrations will soon be upon us which means a well earned holiday for most, more over-indulging and time with the family. Our case study this month is Jane's Pantry - they are expecting a busy Easter as sales of confectionery and catering soar, if you would like the opportunity to appear in a case study then please get in touch.

I trust you'll enjoy this read and I look forward to seeing you at our offices for the Open Day on March 11th.



Cheers
Aaron Bailey

Managing Director

'Jay' Hill - raising spirits for charity

Not only is Service Technician James Hill a conscientious worker during office hours, he is also kept extremely busy in his spare time.

As a Councillor for Ross-on-Wye he does some admirable work and as DJ 'Jay Hill' he is able to entertain on an evening too. On January 22 this year he was able to combine his talents as part of a successful fund-raising event in aid of the recent Asian Tsunami, held at the Prince of Wales Public house, Ross-on-Wye.

With only two weeks to organise the event, Councillor Jay Hill and his fellow 'Glo-Worms,' a local fund raising group, put together a tremendous evening's entertainment which was extremely well attended.

The evening began with a performance by local band, 'The Zebras,' followed by an auction of various kindly donated lots, including a 'Jazzy Jay Disco Night,' a full day's gardening, 'Girl's Night In,' and 'Romantic Evening In' goodie boxes, meals at various venues and a keg of beer.

Well done to auctioneer Paul Truman for encouraging people to bid so well for these items.

A raffle was held later in the evening, followed by the premier performance of the recently formed rock band, 'The Dandy Lion Killers'.

'Gypsy Lulu Rose' told people's fortunes and the rest of the entertainment was provided by Jay Hill and his disco.

A sum of approximately £1500 was raised as a result of this event.

It is nice to see so many individuals and organisations in Ross-on-Wye raising money to help those who have suffered as a result of the recent natural disaster.

James said: "A great night was had by all. It didn't matter that we had a limited amount of time to put things together because when it's for such a good cause people immediately volunteer their services.

"A lot of money was raised and that was our main aim, it is amazing how generous people can be, even when it for something that is on the other side of the world. Though It has to be said, if you want people to part with some of their cash, the best place to do it in is a pub"



● James 'Jay' Hill on the MC





Open day update

The preparations are almost finished for our Open Day - you may recall in the last issue that we had a fax-back form that many of you have returned.

Places are still up for grabs and we wouldn't want you to miss out on anything that may effect your plans for the future so please get in touch if you still want to attend, or visit www.cgcopiers.co.uk and obtain the form from Feruary's issue.

Canon Marketing will be in on hand and this presents the ideal opportunity to learn more

about the Canon photocopier products. Professional presentations will be made to outline exactly how C&G and Canon can benefit you and how the technology can improve office productivity.

The 'buzz' words are CAPTURE, MANAGE and DISTRIBUTE, with print strategy, production printing and e-printing key topics that we at C&G are sure will enhance any office environment. MEAP will also be demonstrated and explained further, the limits to this are only in the imagination of the user.

Most people seem to be keen to see the new

generation of Canon colour photocopiers, so it is a great chance for you all to see the range on display and talk to the experts.

Wine and a buffet will be on offer, as well as some fabulous gifts that can be won on the day. The plan is to run the presentations twice, once in the morning and again in the afternoon. So make sure we know when you plan to arrive to get the best seat.

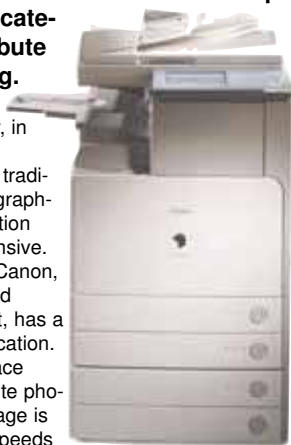
you can
Canon

Bring colour to your life

Colour is all around us. Our world is made up of all the thousands of colours that exist in the vast colour spectrum; it helps us to identify, categorise, understand and attribute meanings and understanding.

However, in the office environment we seem to still work, in the majority, in black and white.

Unless you are from a colour-based traditional industry such as printing and graphics, processing of colour documentation was either not available or too expensive. However things have changed and Canon, one of the leading manufacturers and researchers into colour development, has a range that will suit every office application. Smart colour systems can now replace your centralised office black and white photocopier as it's occasional colour usage is superbly supplemented by various speeds in black and white, while at the same time, Canon provides an extensive production colour range, as it always has done.



● Canon iR 3100C photocopier

The iR 3100C is the first of our B W Multi Functional Printers (MFP) with Smart Colour. Communicate clearly, share information effectively, scan and send electronically, spend with control and enjoy the smart use of colour within your black and white documents. This product offers affordable use of colour.

Features:

31 ppm black & white

7 ppm full colour

True MFP with copy, print, fax, scan & i-send functionality.

Controllable colour as & when you need it.

Initiate, preview & monitor jobs easily using Canon's familiar control panel.

Full finishing options for professional looking business documents.

iW Publishing Manager software makes light work of collating mixed documents.

The iR C3220N is an intelligent MFP that brings outstanding use of colour to your work-group, sharing data effectively and producing documents far more efficiently than conventional desktop



● Canon iR C3220N photocopier

printers.

Features:

Print, copy, scan and finish using one device

Fastest in Class' 32 (A4)

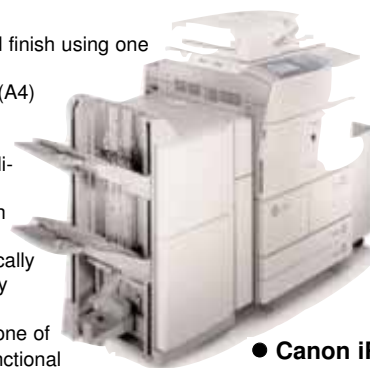
ppm in colour

MEAP Java platform

for added future applications

iSend facility to scan and distribute colour documents electronically

Improve data security



● Canon iR 6800C photocopier

The iR 6800C is one of our first B W Multifunctional Printers (MFP's) that adds affordable colour to documents. Now everyone on your network can scan in, share, send and finish documents professionally. And use smart colour too.

Features:

Print, copy, scan & send documents using one device

Affordable, controllable colour when you need it

Create fully finished professional documents

iW Publishing Manager software for easy document collation

The CLC3220 gives a competitive edge to Central Reproduction Departments and Print for Pay professionals, with its advanced document handling capabilities, colour quality and workflow efficiency.

Features:

Superior quality prints with amazing colour consistency

Modular document production unit with scanning, copying and professional finishing options

32(A4) colour prints per minute

Built in MEAP Java platform for 'customised' business applications. For further information on our colour products visit:



● Canon CLC 3220 photocopier



Case study - Janes Pantry, more than just a baker



Janes Pantry is an organisation that has had a partnership with C & G Business Equipment for many years now, but it has also become the name of a bakery that is synonymous with the city of Gloucester.

The first shop opened in 1971 in St Aldates Street and was named by Husband and Wife team - Tony and Barbara Phillips, after their youngest daughter Jane.

Now run by Neville Morse, the company has come a long way since that first shop more than 30 years ago. Neville said: "We now have expanded dramatically, employing more than 100 staff, and use Tuffley-based headquarters and state of the art machinery to cope with the demand that is

put on us." One of the major changes has seen Janes Pantry branch out into more specialist fields, and whether it is a bakery product or a filled roll or sandwich, quality is always assured and everything is freshly made that day. Janes Pantry now can offer its

sale material and corporate gifts. For more information on these contact Neville on: **01452 300326**. The company also offers outside catering. More than 30 menu options are available and prepared by skilled staff, from the oven - straight to you. When your buffet is delivered, the

going from the company's chillers and straight into a refrigerated vehicle.

Neville added: "This really is a sector of the market that a lot of people are branching into these days, but it is very easy to get things wrong.

"We at Janes Pantry pride ourselves on the fact that everything is fresh on the day and kept fresh throughout - it is important that if people order a quality product that they get a quality product. We can supply buffets with just 36 hours notice, however, in an emergency we will supply same day provided we get the order prior to 9:30 that morning.

In addition, any buffets ordered through reading this newsletter will receive a preferential rate on the first order."

Janes Pantry also provides hand-made Belgian chocolates, these too may be supplied in 24, 12 or 6 chocolate boxes and can be embossed with a company logo in gold for a very nice corporate gift. For information on any of the services that Janes Pantry offers, please call Neville on **01452 300326** or e-mail neville@janespantry.co.uk



● Fresh products served with a smile at Tuffley

customers a wide range of personalised chocolates in all shapes and sizes. This serves as an ideal gift or a superb marketing tool for ensuring your company name and logo are remembered on point-of-

food is garnished on platters, plates and serviettes are provided and all vegetarian or fish dishes will be labelled separately and served on separate platters. All food is kept chilled constantly,

James learns the 'chilled-out' way

The rise from Trainee Sales Executive to that of Sales Director in a matter of years may seem like a colossal one to many, but talk to James and he will inform you that he has learned from 'the best.'

"It was just a case of watching every move he made, and the way he ran his office", James commented when talking of his hero and mentor - David Brent of 'The Office'.

James added: "He is just the type of 'chilled-out entertainer' that I feel I too have become, we get our work done around here, but we like to have a laugh. My staff will never work in an office like this again."



● Chilled out Sales Director

James understands, in the same way that David Brent teaches in his day-to-day life and during his motivational speeches, that to be 'Simply the Best' you need to work hard and play hard.

At office parties James is always entertaining the troops - either with his acoustic guitar (James was once in a band that could have had a top 100 hit if they were good enough) or through his dance techniques that leave on-lookers wide-eyed and open-mouthed. James added: "I have modelled myself on David ever since I first saw him motivating his staff through comedy, song, dance and of course a listening ear. From his beige shirts and shoes through to his goatie beard the man has it all."



● Chilled out entertainer

Ten facts for Easter

As the holiday season approaches, many different people have varying opinions as to what Easter means and how it should be celebrated.

So, rather than get into the religious debate as to the true meanings and origin, we at C & G Business Equipment have come up with a set of interesting facts that you may or may not know:

1. 90 million chocolate Easter bunnies are made each year for Easter
2. 80 per cent of adults carry on the tradition of creating Easter baskets for their kids
3. 75 per cent of people eat the ears on chocolate bunnies first

4. Marshmallows were 50 years old in 2003
5. 16 billion jelly beans are made each year for Easter in the USA
6. The traditional act of painting eggs is called Pysanka
7. Americans spend two billion dollars on Easter candy
8. The first marshmallow took 27 hours to produce; now it takes six minutes.
9. Easter always occurs on the first Sunday after the full moon that takes place on or after the Spring Equinox (March 21st).
10. The World's Largest Easter Egg is located in Canada and in it weighs 5,000 pounds.



● World's largest Easter Egg

Techie corner

This month in 'Techie Corner', our illustrious Service Manager, John Little has decided that last time around he had left a section of our customers out with tips to remove a mark from your copies when using a digital photocopier. So this month he has made amends with a step-by-step guide to removing offending marks if you have an analogue photocopier.

This time it doesn't matter whether or not you are using a document feeder, as the original will be placed in the same place on the platen glass each time.

We hope that this is of use to you out there with analogue systems - by the end of the year you could even qualify for a job in John's team if you have been paying attention!! More tips to appear soon on www.cgcopiers.co.uk

1. A mark is present on the platen glass (the large area of glass under the feeder)



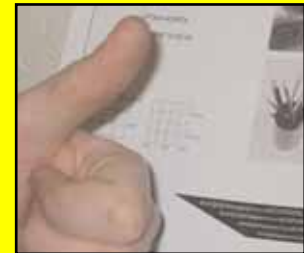
2. A copy is made from the platen glass. The resulting copies have a mark that appears in the same place on every copy.



3. Take a dry cloth and remove offending mark.



4. Once this has been done, the copies will come out minus the offending mark



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