



# NAVIGATOR DESKTOP PRE-SHIP®

STREAMLINE THE SHIPPING ACTIVITIES THROUGHOUT YOUR ORGANIZATION

Pre-Ship® streamlines your shipments by allowing your employees to create a Pre-Ship® document from the convenience of their desktop. The Pre-Ship® document contains all the necessary information to expedite the outbound shipments processed in your mail center.

Mailing and shipping costs are a large component of today's corporate budgets. Ever-rising costs required to deliver essential materials to customers, suppliers and employees is a constant issue confronting Mail Center Managers.

More and more companies realize there is a need for a "smart" cost saving alternative to outmoded, error prone manual processing of documents, express letters and parcels. Given the fact that many companies rely on a single carrier to handle all of their time sensitive correspondences, the costs will continue to rise sharply from year to year. An even greater concern is companies that allow employees, who have little understanding of carriers and service options, to make important and costly decisions about methods of shipment and the use or not of service level (i.e. overnight or second day delivery).



**Left uncontrolled, the cost of "keeping in touch" can increase very high, very fast**

Neopost offers an automated, cost-effective, multi-carrier rates shopping alternative. Called **Navigator Desktop Pre-Ship®**, the originator simply enters the shipping instructions and a few mouse clicks later, a comparison of rates and services are displayed to the operator, allowing them to make the "right" choices, based on your organization's shipping rules.

**Plus it's not just about saving money by rate shopping!**

Once deployed, the Navigator Desktop Pre-Ship® module reduces wasted trips to the mail center, time spent looking for tracking information and the time-consuming process of keeping track of the costs by department, employee or cost center. All of these critical tasks can now be performed right at the originator's PC with just a few mouse clicks on this very easy-to-use browser-based application.

WE VALUE YOUR MAIL

# NAVIGATOR DESKTOP PRE-SHIP®

## So how does it work?



### STEP 1

Log-on and enter recipient information and package details and select carrier services.



### STEP 2

Print a Pre-Ship® document and drop off package with Pre-Ship® document at your mail center.



### STEP 3

Mail center scans the Pre-Ship® document's bar code and prints a carrier label.

## With Navigator Desktop Pre-Ship®, company executives can easily gain control of excessive mailing and shipping costs.

Imagine the “bottom line” savings if all of the company staff responsible for originating priority overnight letters and express shipments were able to take advantage of just a few of the following features and benefits!

- Eliminate the tedious and illegible manual preparation of carrier airbills and internal shipment request forms.
- Suppress the excessive fees and surcharges currently billed to your shipping account (without the company's approval) for:
  - Address corrections - some fees are \$10 or more!
  - Commercial or Residential add-on charges
  - Fuel Surcharges - ranging to as high as 12% (as of July, 2007)
- Automatically notify senders and recipients that a shipment was completed and shipped.
- Completely and accurately monitor which departments and individuals are utilizing carrier services.
- Print USPS Certified Mail and Return Receipt (electronic and standard) directly from the originator's desktop
- Produce and analyze reports showing exactly how your express and shipment services budget has been utilized, as well as providing benchmarking for carrier negotiations.
- Easily deploy to any desktop computer on your company intranet or internet

The Desktop Pre-Ship® module is an easily deployed, reliable method of delivering accurate and timely information about shipments to your staff. The easy-to-use, web browser-based solution leaves minimal “footprints” on the user's desktop computer. Navigator Desktop Pre-Ship® places control back in the hands of management, while allowing employees to “get the job done”.

*\* Navigator Desktop Pre-Ship® requires an installed version of friendShip Navigator Multi-Carrier*

Navigator Desktop Pre-Ship® is available in two editions - Standard and Professional - to best fit the needs of your organization.

### NAVIGATOR DESKTOP PRE-SHIP® STANDARD

Navigator Desktop Pre-Ship Standard combines the convenience of a simple web browser-based interface for your staff (including the ability to select their preferred carrier and priority of delivery service) with the efficiency of a completely automated, cost-effective and accurate communication link between the originator and the mail center and all of Navigator Desktop Pre-Ship's powerful accounting, tracking and reporting features.

### NAVIGATOR DESKTOP PRE-SHIP® PROFESSIONAL

The Professional edition of Navigator Desktop provides users with the added convenience of multi-carrier rate shopping, allowing them to select the best rate and service available based on the size of the package and delivery requirements. After entering their shipment dimensions and destination, Navigator Desktop Pre-Ship® Professional displays a list of all available rates by carrier and delivery option (next day, second day, ground, etc.)

### WHY CHOOSE NEOPOST

Neopost is a leading worldwide provider of mailing and logistics solutions. Our innovative products and services bring simplicity and efficiency to your complete mailing process to make your business run more effectively.