



## Case Study

# Fleet Services at Indiana University Cuts Paper Usage by 80% with Paperless Shop

## About Fleet Services at Indiana University

*Fleet Services at Indiana University is located on the Bloomington campus. The organization offers safe, reliable and cost-effective vehicles for university transportation needs. In addition to offering rentals, leases and vehicles for sale, Fleet Services at Indiana University has a full-service maintenance facility with a fuel station and touchless car wash.*

## Indiana University Posed a Sustainability Challenge to All Departments

To promote sustainability efforts throughout the campus, Indiana University challenged all departments to reduce their paper usage. The Fleet Services department looked for ways to reduce their printing of reports and other documents to join in the effort.

## Fleet Services Looked to Paperless Shop to Reduce Paper Usage

The Fleet Services team opted to look at their RTA Fleet Management Software solution to find ways to reduce paper usage. With reports accounting for the bulk of their printing needs, the team determined they could use RTA's Paperless Shop module more efficiently and run the daily RTA reports as PDF files. Instead of printing reports and work orders, they began sending them to managers by email as needed.

## Reduced Paper Usage by 80%

By utilizing the Paperless Shop module, the Fleet Services team won the university's challenge by eliminating 80 percent of its paper usage.

"Without the capabilities in Paperless Shop we would have not been able to win the challenge," Amanda Wilson, fleet manager at Fleet Services at Indiana University, said.

The university rewarded the team by planting trees on campus in honor of their efforts.

In addition to winning the challenge, the Fleet Services team was able to save time and money through the Paperless Shop module. Sending the files via email was more efficient than printing them, and the department saved money by using less paper and putting less wear and tear on their printing supplies.