

Document Management Solutions

Record Scanning • Map Scanning • Microfilm/Fiche Scanning • Book Scanning • Workflow Solutions • Electronic Forms Generation • On-Line Access • Document Destruction

OBJECTIVE:

To provide an immediate & cost effect Imaging solution for your organization:

- Active/Inactive Student Records
- Special Education Records
- Accounts Payable / Receivable
- Employee Files



SOLUTION:

Document Management / Digital Archiving Solutions & Services:

- Content Management Solution
- Back File Scanning Services
- Data Entry Services
- File Clean-Out Services

BENEFITS:

School & administrative personnel have secure and immediate access to your information.

- Internal Server Data Access
- Online/WWW Data Access

GUARANTEE:

If not fully satisfied we will provide a FULL REFUND.



**D I M E N S I O N
I M A G I N G**

*Discovering Imaging with
Education in Mind*

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