

Structured Solutions for K12 Business and Student Records

Do more work
in less time!

FreeDoc® • DOCUMENT SOLUTIONS • PROFESSIONAL SERVICES

Schools have very specific needs

They are required to maintain a high level of compliance and security, create and enforce a plan for disaster recovery, and keep expenses low while keeping productivity high

FreeDoc® provides...



Compliance with CJIS, DoD, FERPA, HIPAA



Increased productivity by +30 %



Forward moving technology with industry leading software and hardware



Less expense on facilities, staff and supplies



Disaster Recovery with Records Trust®

Facilities and capabilities

In our secured facility, we host our own encrypted private cloud with redundant off-site backups. All of our employees are background checked and bonded after signing a Non-Disclosure Agreement (NDA)

We give you the ability to perform bi-directional document conversion between different types of media, as well as file migration between systems.



Case Study: Edmonds School Dist. No. 15

Problem

Board Minutes were filmed and duplicated onto microfiche which were slow to search or print for Public Disclosure

Proposed Solution

Digitize files in EMC ApplicationXtender as search optimized Adobe PDFs

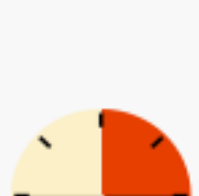
Comparison of Systems

Current System	VS	Records Trust®
Paper files are filmed for archival purposes		Paper files are filmed for archival purposes
Paper files are copied onto fiche for searching		Digital and paper files are saved into Records Trust®
Digital and paper files are copied onto CD's for searching		Fast and easy searching through clean web interface
Manual Searching through CD's, paper and fiche		One secure system to manage all records
Multiple systems including: Skyward, Reflections, WYSE and others		Reduced costs for storage and searching
High costs for storage and maintenance		

Outcome



Reduced Overall Cost



Reduced Retrieval Time



Reclaimed Storage Space



Increased Searchability

How to contact us...

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