Rent the Solution

Xpro Services, in conjunction with a finance house have created a financial offering which includes...

PC

Scanner

Printer

All Software

87 Days Scanning Support

Three Years Maintenance

All on a monthly rental cost that equates to the cost of a clerical assistant.

Authorized Reseller
Kodak
Document Imaging Products

Files Cost Money

Xpro Services Ltd

For further information or to arrange a presentation please contact...

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Microsoft® CERTIFIED Partner

QMS✓ ISO 9001 REGISTERED FIRM

Files Cost Money

Xcase Electronic Filing System

pro Services Ltd.

Xcase Electronic Filing System

There is no doubt that physical filing of case records:

•••

Takes up space

•••

Takes time to file

•••

Takes time to retrieve

These are three issues that Xcase seeks to address. Setting up a modern scanner connected to a powerful PC allows for many thousands of case files to be stored. Linked to sophisticated retrieval software the system will display and print documents within seconds.

All Xcase stored images conform to the requirements covering Legal Admissibility. This removes any concerns about the use of any document in the future. Also, once scanned, the document remains in a static physical condition - there is no degradation of the image over time.

Benefits

For the cost of a clerical assistant the system:

Saves space

The system takes up no more space than an ordinary user desk. This frees up many hundreds of square feet currently used to accomodate the filing system.

Saves time to file

When a case is complete, the clerical assistant goes to the PC filing system, loads the documents into the scanner's hopper and presses "scan". When the scan is complete, he/she enters case number, case name and partner's initials.

Saves time to retrieve

The clerical assistant goes to the work station, enters the index key(s) and the information is displayed within seconds.

Services

Xpro Services will supply all of the equipment required, (PC, scanner, printer) and staff to scan and index the archive. The contract includes full maintenance on all hardware and software components for three years. At the end of the three year period normall annual maintenance charges will apply. Additional days of scanning support can be fractured into the base cost.

Backed by UK ISO quality standards you can be assured that both the product and staff provided by Xpro are the best available to fulfil the contract.