

Record Management Services & Software

Spend time **using** your information
instead of **searching** for it.



Software

Access all of your records – whether active or inactive – through SCView, our comprehensive records management software.



**How to Go
Paperless with
SC Strategic Solutions**

01 Get Your Quote

02 Love Your Terms

03 Implement Plan

04 Be Free Of Paper

 **(567) 424-6054**

 www.scview.com
sales@scview.com

Scan here



Services

SC Strategic Solutions offers comprehensive records management services, including secure, offsite document storage, online document hosting, document conversion services, and enterprise solutions, for businesses of all sizes.

Scanning

We scan your documents, converting them to digital archives so you can access them anytime.

Benefits

- ✓ Reduces onsite storage
- ✓ Streamlines workflows
- ✓ Improves productivity
- ✓ Safeguards business intelligence
- ✓ Maintains compliance

Storage

Rediscover your office space by letting us store your records offsite.

Benefits

- ✓ Free up valuable work space
- ✓ Have peace of mind, knowing your records are secure.
- ✓ Enjoy personalized service via a dedicated Account Manager.
- ✓ Reduce costs associated with storing records onsite.

Shredding

Let us destroy paper-based documents you no longer need in a safe, secure, cost-effective manner.

Benefits

- ✓ Protects important company information.
- ✓ Upholds customer confidentiality.
- ✓ Reduces cost of managing information you no longer require.

Service Area Specialties

Whether you're a small business or a large corporation, we're prepared to walk alongside you on your information-management journey. With industry-leading technology and a dedicated, knowledgeable staff to deliver the service your company needs, we're ready to forge a partnership with you that will endure.

✓ **Offsite Record Storage and Management**

✓ **Enterprise Document Management and Workflow**

✓ **Comprehensive Document Conversion Services**

✓ **Online Document Hosting**

✓ **Professional Services**

Other Services

- ✓ Computer Output to Digital
- ✓ Microfilm to Digital
- ✓ OCR Processing
- ✓ Data Entry
- ✓ FTP Data Transmittal
- ✓ File Room Purges
- ✓ Disaster Recovery
- ✓ Consulting



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