



In today's competitive business environment, it is essential to bring on Value Added Resellers (VAR's) to enhance products and services in order to increase profits.



Scantek, Inc. Alliance Partner Program

Scantek has the experience and know-how to easily guide you thru the re-sell process, with 5 Decades of Document Imaging Experience, Best in Class Customer Service, Highly Trained Staff, State-of-the-Art Facility and Scalable Document Management Solutions.

We're your Partner – Not your Vendor

Scantek Alliance Program Advantages

Scantek's Infomanagement Solutions are meeting client's needs, small or large, from standalone to enterprise wide. Participation in our Alliance Partner Program helps you establish and maintain long-term and successful relationships, offering you the solutions and services to support attractive margins, ensuring profitable revenue.

1. **Attract New Clients.**
2. **Experienced, Innovative and Responsive Partner.**
3. **Day 1 Experts from Step-by-Step Training, Marketing and Pre-Sales Support.**
4. **Increase Revenue from Software, Hardware and Professional Services.**
5. **Best in Class Customer Service.**
6. **Comprehensive and Customizable Document Management Solutions.**
7. **State of the Art, Compliant, World Class Facility.**
8. **Impeccable References in Every Market for Partner use.**
9. **Highly Trained and Experienced Staff ensures Reliable Quality.**
10. **24/7 Help Desk Support.**

CHOOSE THE RIGHT PARTNER – BUILD A VALUABLE ALLIANCE



About Scantek & Our Solutions & Services

The Scantek Difference

Trustworthy, Responsive, Reliable, Subject Matter Experts at Your Disposal 24/7

Industries Served

- ✓ Healthcare
- ✓ Government
- ✓ Legal
- ✓ Education
- ✓ Finance
- ✓ Insurance

What We Scan

- ✓ All Paper – Any Size, Shape, Condition
- ✓ EKG's, Photos, Fetal Monitor Strips
- ✓ Micro Film, Micro Fiche and Aperture Cards
- ✓ Surveys/Questionnaires
- ✓ Oversized Maps and Drawings
- ✓ From 1 Cabinet to a Warehouse Full

Our Solutions and Services

- ✓ BPO – PO Box – Mail Room Services
- ✓ Backlog - Day Forward
- ✓ Scan on Demand
- ✓ Workflow
- ✓ Data Conversion - OCR
- ✓ Import images and metadata into ANY System
- ✓ In-Bound Mail - Out-Bound Mail
- ✓ Hardware/Software, Installation, Training and Support for Document/Content Management Systems
- ✓ Secure Document Storage and Shredding Services
- ✓ Scalable Document Management Solutions- Standalone, LAN, CLOUD- Saas 70 / SSAE 16 Certified



About Scantek

for over 50 years

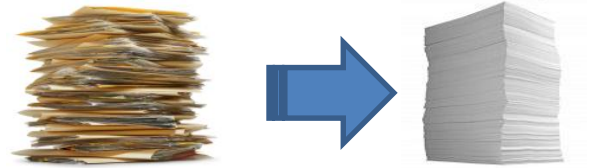
Scantek has exceeded expectations in service and technical innovation for their infomanagement clients in a wide range of industries... from insurance to education, from medical to manufacturing. Specializing in customized, scalable solutions, Scantek delivers quality document imaging, microfilming, secure storage and shredding, to suit every budget, department or enterprise wide.



Conversion Project Workflow

Document Preparation

- ✓ Labeled Boxes for each job are staged on pallets.
- ✓ Staples and paperclips are removed, folds and tears are repaired and record separator target sheets are inserted.
- ✓ Record counts are entered into Tracking System.



Document Scanning

- ✓ A scanning specialist runs tests to determine the optimal scanner and scanning application settings to achieve the best quality results for each jobs documents.
- ✓ Boxes are scanned in order and are assigned to a series of scanning operators scheduled specifically for that job, for entire length of job.
- ✓ Scanners have double feed sensors and images are checked for additional quality control and authentication of digital images.
- ✓ Image and record counts are verified and then entered into the Tracking System.



Image Quality Control

- ✓ Every image is checked, one by one, to ensure it is complete, clear and readable.
- ✓ Questionable images are compared to the original document to ensure accuracy.
- ✓ When necessary, documents are rescanned with customized settings.
- ✓ Image and record counts are verified and then entered into the Tracking System.



Indexing/Data Entry

- ✓ In-House Data Entry is done based upon customer specified field requirements.
- ✓ Images are checked for authentication when manual data entry is performed.
- ✓ In some cases, clients supply a database so additional data can be merged with the manual data entry, reducing costs to the client.
- ✓ Image and record counts are verified and entered into the Tracking System.



Final Validation/Quality Control

- ✓ Each record is checked for authentication, and images are verified to file.
- ✓ Indexing fields are checked for accuracy.
- ✓ Images and record counts are then entered into Tracking System.
- ✓ Quality Control/Assurance procedures are implemented at every level of production.
- ✓ Our decades of experience have shown us that by performing these procedures, we can eliminate any problems quickly and efficiently.

