

# Leading Medical Instrument Manufacturer Digitizes with Fuji Xerox

## Medical Instrument Manufacturer



## Fuji Xerox Solution

- Proposed and implemented FXS Onsite Scanning Services for a period of 10 weeks to digitize documents that were targeted for archival
- Implemented a new Scan-to-Archive workflow process for its own staff to handle future scanning activity after the initial archival project.
- Provided a master document inventory list detailing all documents scanned, files renamed and links to original PDF documents., facilitating subsequent uploading to repository

## Client Challenges

- Due to business expansion, the company needed to archive all important information of the organization
- Coupled with the shift to another office, the company faced the issue of digitizing a large volume of old documents in a short time
- Departments that were affected included Finance and CSC (Customer Support Center) documents

## Client Benefits

- The customer is now able to digitize a large volume of documents in a relatively short period of time with high degree of accuracy and quality
- Freeing up existing office staff from performing these tasks on their own
- This project would have taken approximately 1400 man hours or approximately 3-4 dedicated staff working full time for a period of 3 months to complete