



## DIGITIZING SCHOOL RECORDS

### Student Records Boxing You In?

Does your organization spend time, money and labor manually searching through cardboard boxes and filing cabinets to find student records? Are you concerned with meeting state requirements for records retention? Coleman Data Solutions can assist you by securely converting your physical records into index searchable digital records, reducing your labor and storage costs while ensuring accurate, quick access to student information.

Coleman Data Solutions utilizes its highly skilled Ohio workforce combined with technology and innovation to offer world-class document management, imaging and data indexing services. Coleman Data Solutions is a MC•TSG Certified Endorsed ECM Vendor for Ohio Schools.

### Benefits of Choosing Coleman

-  Scalable, Skilled Workforce
-  Supports Local Communities
-  Reduce Labor/Equipment Costs
-  Company with 25 Years Experience
-  Lean Six Sigma for efficient workflows
-  Free pickup/delivery for most locations
-  Benefits Non-Profit Behavioral Health

### Free Evaluation and Quote

Contact our sales executive today to schedule a free Signature Record Retention Evaluation to convert your physical records into more efficient, less labor and cost consuming, digital records.

Sales Department  
330-644-8899  
Sales@Coleman-data.com

### Why Coleman?

Coleman Data Solutions is a non-profit organization with over 25 years of experience handling all types and sizes of documents.

Data Solutions is a social enterprise of Coleman Professional Services, a nationally recognized provider of award-winning behavioral health and rehabilitation programs in Northern Ohio.