

## Why Choose WesTech eSolutions Inc.?

At WesTech we develop innovative imaging and document management solutions and provide services and support that not only meet but exceed our customers' business demands. We partner with our customers to ensure the technology we deliver is innovative and scalable throughout the enterprise. Our clients have an appreciation for the breadth of skills and knowledge we bring to help them solve their business challenges. Our suite of deliverables encompass everything that is required to develop and deploy an electronic document management strategy.

Our over twenty years of service demonstrate our commitment to the market. We have the necessary resources and experience to offer excellent support to our clients. Our technical staff has extensive training and experience supporting our solutions. We build long term partnerships with our clients and business partners and work to ensure the continued success.

Our products consists of scalable solutions which provide a less paper environment for small companies with a single station to large corporations with multiple departments and offices. Key components include imaging, document management, workflow, report management, and rules based automation. We develop solutions based on records management and industry standards with a focus on eliminating regulatory compliance issues.

### Application Design and Development

The most critical factor in the success of an electronic document management system is the indexing and organization of information. Our solutions provide extensive indexing and storage capabilities that will meet the needs of various departments and improve efficiency in the capture process. First, we allow the creation of unlimited, custom index templates so that any and all document types can be indexed according to their

### Reasons to choose WesTech !

- Commitment to the market
- Cost effective scalable standards based solutions
- Complete Array of Services
- Outstanding Customer Support
- Committed to Customer Satisfaction
- Focused on Mid-Market Applications
- One Stop Shop for All Document Management Needs

Our Document Management Solutions provide a complete on-premise or cloud solution to meet all your document management needs.



specific retrieval and storage requirements. Second, we use a segmented database architecture that allows administrators to restrict document specific searches to those segments of where the documents reside, thus prevent the significant performance degradation that plagues non-distributed database architectures.

In our implementations, the indexing and repository design occupies a central role. We also keep abreast of professions dedicated to the classification and management of records and for that reason are active members in AIIM and ARMA and participate in its educational events.

### **Hardware and Software Installation**

Our technicians support the entire range of hardware and support software we sell. Whether we are using NAS storage, optical storage or RAID storage. Your data/image repositories will be configured and installed by our staff. Rest assured your system will be supported with industry standard best practices.

### **Scalability**

Our application designs and database architecture was designed to provide unlimited growth and flexible distribution of document repositories. Hence, within a single application, different departments can store their document repositories on local servers using different DBMS servers such as MS SQL server or Oracle to manage their documents. Our applications are capable of retrieving documents from across these servers and database types in one search. With these principles we can support your organization's growth as it adds departments, record sets, and functionality.

### **Education and Training**

We a comprehensive approach in training and education that integrates different parts of the solution into a coherent whole. First, we design the application in partnership with designated members of each department. This gives us an understanding of the underlying goals, procedures of their application, as well the particularities of its design. It also prepares the end users for training by giving them an orientation and overview of their application in advance. We then train on the specific application, based on our mutual understanding of its design and the procedures and work routines that will be used in production. Finally, we structure the training so that it takes users through the entire work process in an order that makes sense to them. Users come away with an understanding of how the functions of the system are used together and as part of a process, as opposed to being shown the various functions in isolation of each other. Our training methodology was developed by a former college educator.

### **Conversion Services**

We offer a complete solution for getting their paper documents into their new system. Our Conversion Services Department uses the top of the line production scanners to scan your paper documents from hand written notes to highly confidential documents. Safe and secure all paper will be converted into digital format with extreme care.

### **Support**

Support is also critical. If you don't have a provider who is involved in your implementation and on-going use of the system, the system will likely fail to meet your objectives. Our support is first rate and has allowed our clients to be successful. The biggest mistake people make is to not take into account the kind of support they are going to get and as a result they have a low end-user adoption rate with their system, regardless of the product.

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WesTech eSolutions Inc. (WesTech) is a certified Veteran-Owned Small Business (VOSB) and a Minority-Owned Business, which specializes in providing information capture, compliance, document management and conversion services. Using the latest in technology and business practices, WesTech has built a reputation for providing efficient, effective and cost-conscious solutions for their government, education and private enterprise clients.

[Learn more about our Document Management Solutions at www.WesTech-eSolutions.com](http://www.WesTech-eSolutions.com)