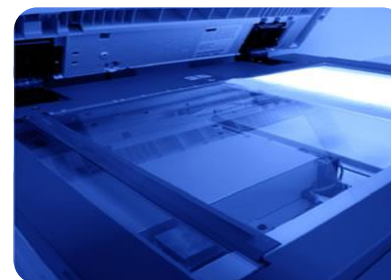




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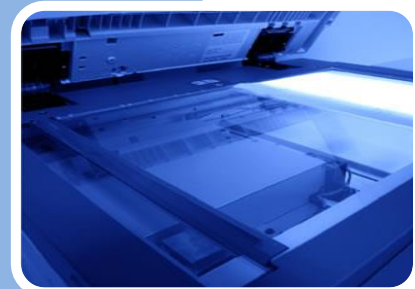
Digitization Solutions



What is “digitization”?



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- “Digitalization” is another term!
- Digital conversion is also used alternatively
- Scanning refers to digitization of documents using scanners
- It is the conversion of analog information into digital formats



Methods



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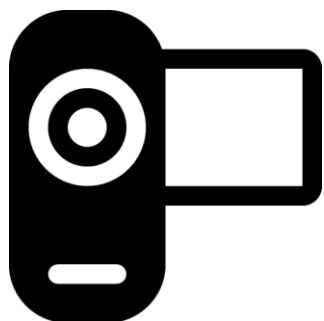
Encoding



Scanner



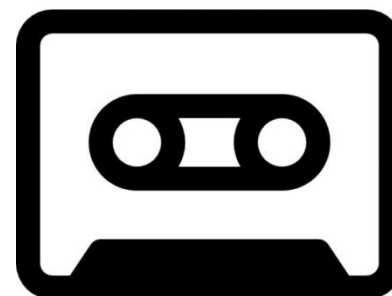
Digital Camera



Digital Video Camera



Digital Audio Recorders



Analog Device Converters

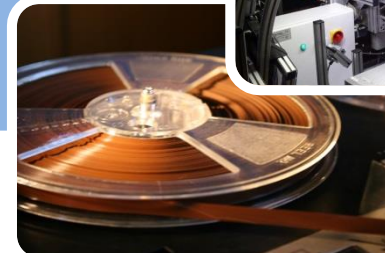
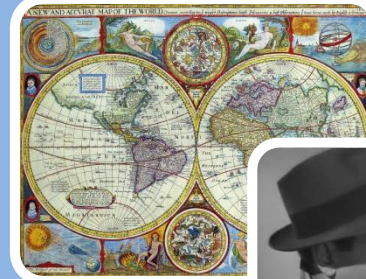


What can be digitized?



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- Paper-based information including text, graphics, pictures, maps, and photographs
- Audio materials
- Video materials
- Moving pictures or Films
- Microforms
- Art objects including other 3-D objects



Digitization in Preservation



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- Copies of analog copying deteriorates per copy
- Constant analog copying of the original increases the speed of materials deterioration
- Reproduction is the better option
- Copies of digital copying does not loss it quality
- No need to copy the original
- No need for reproduction



Indirect Benefits



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- Originals can be located in secure place
- Originals can be moved into an archival facility
- Digital copies can be delivered via Internet
- No need for staff/s in check-in or check-out of documents
- No need for frequent inventory
- Copies can be made in minutes with less effort from staff.
- Time savings can be diverted into care and maintenance of originals



What we offer...

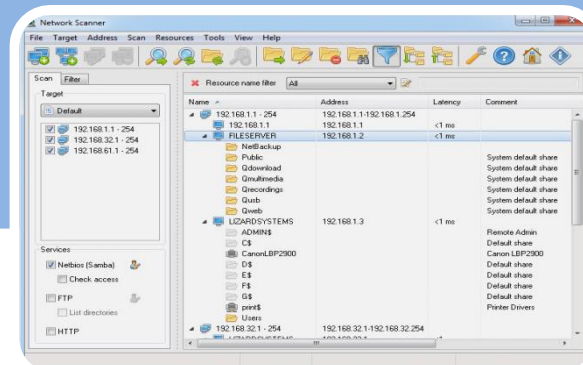


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We offer:

- Digitization Services
- In-House (customers' space),
- Outsource (subcontractor's space)
- Enterprise Content Management Platform



Document Digitization Process



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HARDWARE



BIG FILES

Cylinder Drum Scanner



BOOKS

Book Scanner



MICROFILM

Film Scanner



SOFTWARE

Electronic File Converting Software



PERSONNEL

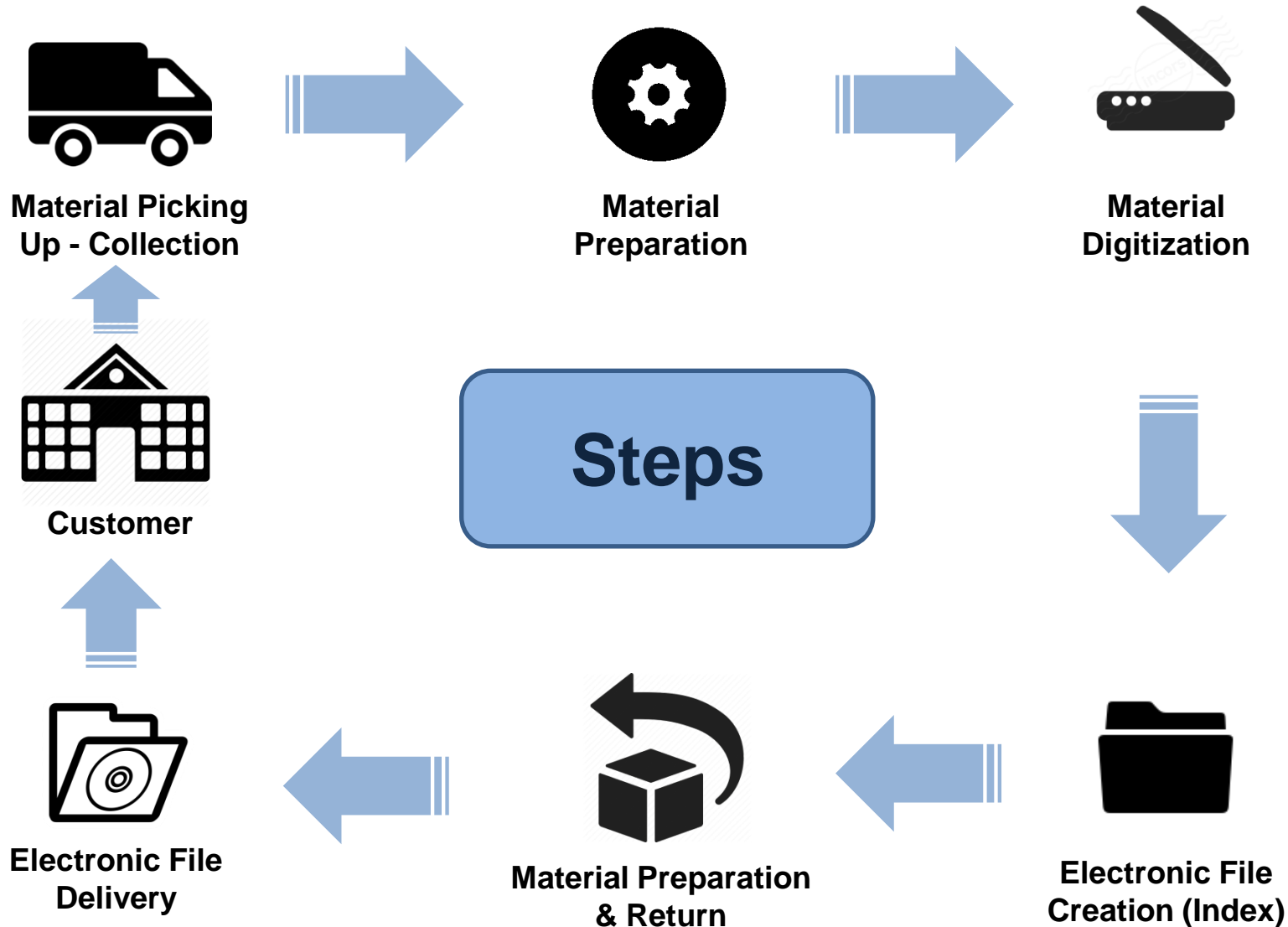
Experienced Personnel in all Document Digitization Process



Document Digitization Process



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Document Digitization: Why ONEX?



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- Handling hard copy with respect and care
- Focus on quality result (index)
- Team Work
- Experience from respective Leading Greek Bank (Eurobank) and one from the country's top Universities (University of Piraeus) projects
- Exceptional Know-How in the field
- Huge range of co-operations globally
- Optimum quality-cost relationship



Case Study: Eurobank SA (Major Greek Bank)

- Digitization of 131.000 documents / day. Until now we have delivered over 60.000.000 digitized documents
- Outsource service in our Service Center (Biggest in Greece)
- Utilization of the most high-tech Scanners and digitization S/W



Case Study: Eurobank SA



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The Solution



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Enterprise Content Management (ECM)



Issues for Organizations



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Main Issues for the Working Processes of an organization is to:

- Increase productivity and reducing costs, reducing the time necessary to understanding and learning activities to be performed;
- Increase the quality, reducing the chance of errors due to oversights and misinterpretations;
- Increase the competence, ensuring a constant exchange of information through mechanisms for distribution.



Issues for Enterprises



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Major issue are also contents coming from:



Paper Files



E-mail servers



Business Systems



Microfilms



Document Repositories



Photographs



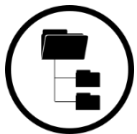
Local Drives



Imaging Repositories



Video Libraries



File Systems



Web Servers

System Description



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Electronic Protocol

Document Management (certification etc.)

Procedures (decisions, backoffice)

Front Office

Document Application

On-line Applications

Access to Organization

Mail – Web Portal – SMS

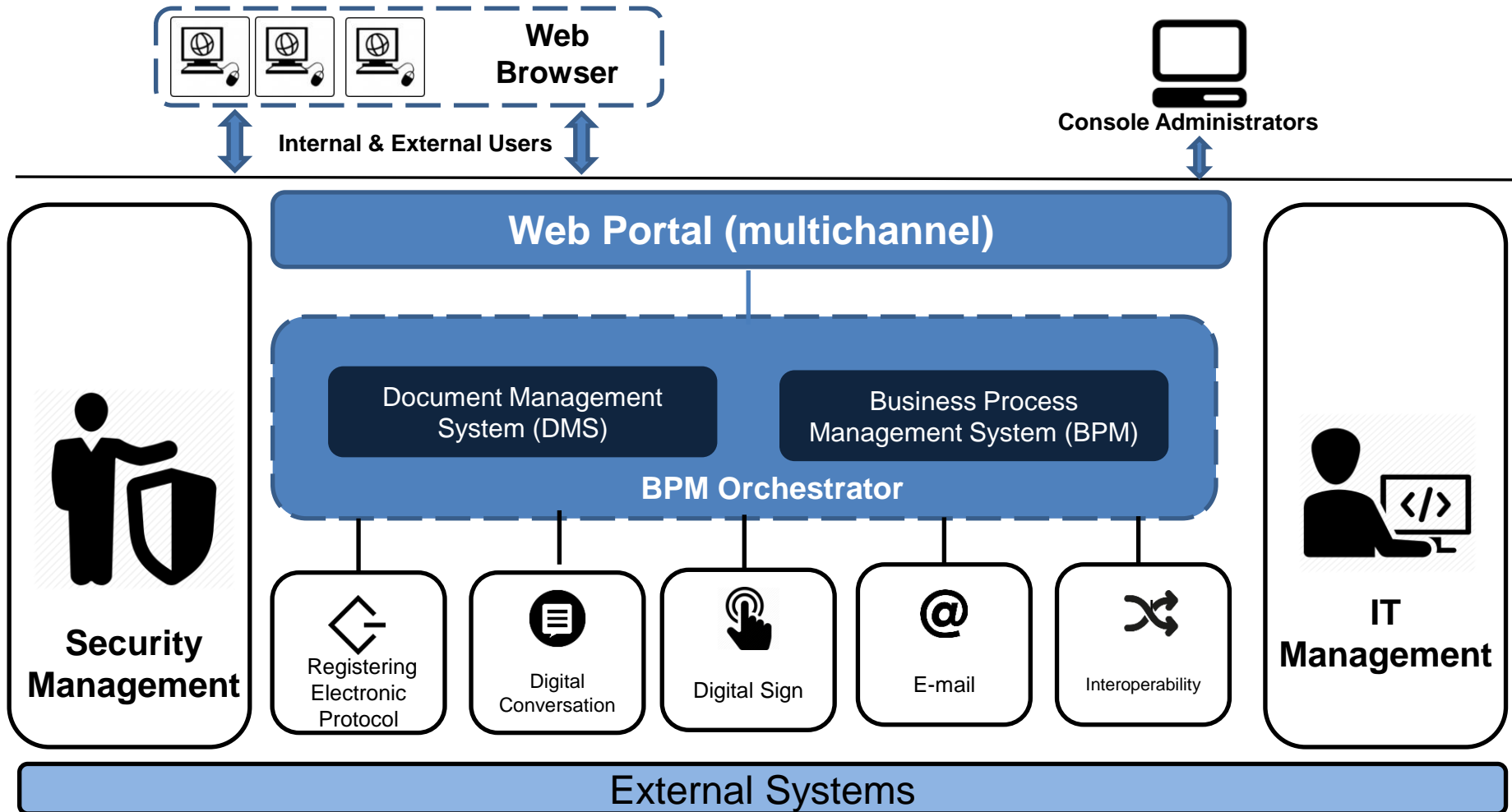
Administration



System Architecture



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System Highlights



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- Minimization of bureaucracy
- Documentation & data are easily retrieved
- Prototype documentation remains in excellent condition for later use
- Cost efficiency & minimization
- Application of innovative technologies and systems
- Security
- Adaptation to organizational change
- Ease of use of the material
- Paperless organization (faster processes)
- Rapid response to the customer in case of request



We provide...



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- Extensive experience / know-how
- Extensive relative track record - close to 130 million digitized documents
- Cost effective
- Quality - 130 million documents without any claim
- Customized high added-value, turn-key solutions that fully satisfy the customer requirements
- Easy integration with existing systems
- Rapid deployment
- Solutions are delivered in the forecasted time and budget, ensuring top quality
- Provision of extensive training, documentation and know-how transfer
- Full solution lifecycle support and maintenance
- ROI analysis for the clients involving:
 - ☐ Supply
 - ☐ Installation
 - ☐ Integration
 - ☐ Modification - Customization
 - ☐ Training
 - ☐ After Sales Support



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