

Are You Protected?

Finally ... Affordable & Convenient Video Solution for Manufactures

24 Hour Surveillance Anywhere, Anytime
Protect Your Customers, Employees, Buildings and Assets

Remotely monitor your business and parking lot using the Internet with real time display and recording capabilities with Digital Surveillance provided by ASG Information Technologies.

Top 10 Reasons Why You Need An Off-Site Data Storage & Backup Solution

- You are without a strategy for backing up any of your data
- You want a reliable offsite backup solutions that actually work
- You want a full backup solution without the onsite integration and maintenance hassles
- You want a set-and-forget automatic backup solution
- No hardware to purchase such as tape drives or expensive tape media
- No need to spend, on average 25 hours a year, on rotating tapes
- Be comply with regulations on data storage
- You need a backup solution to be HIPPA compliant
- Backing up remote locations and branch offices is a major headache
- You are not willing to compromise security for convenience

If you are a small manufacturing firm or a large Fortune 100 corporation, ASG Internet Vaulting is your enterprise solution for remote data backup.

ASG is a full-service computer consulting company that specializes in technology solutions that are designed specifically to meet your unique business needs, without all of the mystery, complexity, and cost.

ASG PRODUCTS & SERVICES

- Sales - Desktops, Notebooks & Servers
- HP Authorized Reseller
- Microsoft Partner
- Laserfiche Authorized Reseller
- Networking—Design & Repair
- Digital Surveillance
- Everyday Computer Problems
- e-Tech Solutions Managed Services
- E-mail Hosting & Spam Solutions
- Computer / Network Security
- Data Backup Solutions
- Everyday Computer Problems
- Training Workshops Offered for:
Word, Excel, Outlook,
PowerPoint, Publisher, Windows XP,
Laserfiche and more ...

TECH-TALK FOR Manufacturers

June
2008

What's
Inside

The Business Cost of Paper

Save money
and time with

Laserfiche®

Free Paper Audit

Save \$\$

Is Your Data Protected?

Do you need a
data back up
solution?

Who Is Watching Over Your Business?

Are You Protected?

24/7 Network Monitoring Program

Do you have
someone
watching over
your network
24/7?



ASG Information Technologies

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Attention: Manufacturer Owners

Finally ... A Computer Consulting Firm That Cares About:

- Saving your business time and money.
- Making your company's processes more efficient.
- Offering services which help your computers and network systems run with fewer downtimes.
- Protecting your business data & critical files.
- Protecting your company from employee sabotage.
- Keeping your network virus & spyware free.

Time is Money

We realize how busy you are running your business and do not have the time to pay attention to your computers, networks, software and processes to keep your business running smooth and efficient.

ASG's *e-Tech Solutions Managed Services* program can provide ongoing remote maintenance and support to maximize the performance, reliability and stability of your network without the cost of hiring a full time IT staff.

Call 203-265-1443 today to schedule your
FREE 27-Point Problem Prevention Network Audit

See Page 3 for more information.

The Business Cost of Paper

A recent BAE Systems study estimates that:

- 80% of employees waste an average of a half an hour daily retrieving information
- 60% spend an hour or more each day duplicating the work of others.

Price Waterhouse estimates that:

- 90% of corporate memory exists on paper.
- 90% of paper is merely shuffled.
- The average document is copied 19 times.
- 7.5% of documents are lost daily, while 2-4% of the remainder are misfiled.
- It costs \$20 in labor to file a document and \$120 to find a misfiled document, and \$220 to reproduce it, if it is lost.



**The Solution:
Document Management
System by**

Laserfiche®
Run Smarter™

What is digital document management?

Digital document management systems are software applications that capture paper and electronic documents and provide for the storage, retrieval, security and archiving of these documents.

Because paper files are costly to process, duplicate, distribute and store, digitizing paper archives with Laserfiche, ultimately reduces operating expenses and overhead.

With a quality document management system, you save more than just time; you increase profits, increase the value of your business and save money on overhead and staff time.

- No more lost or misplaced files.
- Sort through millions of records and find the one you need, in seconds, without leaving your desk.
- Reclaim precious office space being taken up by bulky filing cabinets.

Maintain an Edge Over Your Competition

- Quickly locate a document using any piece of information on that document—customer name, invoice #, sales order #, PO #, part number, or ship date without leaving your desk.
- Orders are easy to locate and retrieve and important information can be relayed to your customers more quickly.
- Staff can quickly e-mail bills of lading, invoices and other documents to customers directly from the Laserfiche repository.
- Optical media publishing enables staff to easily transfer both individual documents and entire directories to disk.

Save on Storage Space

- One of the most visible benefits of Laserfiche technology is a reduced need for physical storage space for paper; filing cabinets are no longer a necessity. Where as a file room may only hold 5 years worth of orders — the Laserfiche repository has an unlimited storage capacity.



- Retain customer's manufacturer's specifications in a variety of formats including Microsoft Word, PDF files, faxes and emails and more.

- Laserfiche Workflow can automate the document routing process. production personal can easily retrieve order-processing instructions, which speeds the order fulfillment process and promotes great accuracy. Everyone spends less time worrying about lost documents.

For more information on how Laserfiche works for manufacturers, please see the enclosed brochure.

Free Paper Audit Shows You How To Add Profit To Your Bottom Line This Year

Contact Holly at **203-265-1443** and sign up to receive a **Free Paper Audit** and one of our analysts will come onsite and conduct an evaluation of the paper trails in your office.