

## Move to the head of the class by managing information digitally.

You get an A for effort in pushing all that paper but the smart way to go is an content management system. Free up time and money for your core mission of teaching and research by managing information electronically. Gain fast, secure access to student and staff records. Digitize paper files. With schools from pre-K-12 to universities seeking ways to excel, PaperVision®.com lets you focus more on education, less on paperwork.



### Any Document.

- Manage student, staff and school records with a flexible system that works with existing IT.
- Speed access to student records, school board meeting minutes and other files.
- Streamline the processing of emails, paper mail, invoices and job applications.



### Anywhere.

- Gain secure remote and on-premise access to information from virtually any device.
- Keep work moving by routing, managing and reviewing documents online.
- Protect records at all times with strong security settings and detailed audit trails.



### Anytime.®

- Improve student services with fast access to transcripts, billing and correspondence.
- Share information requests quickly and securely with 24x7x365 access to data.
- Boost efficiency by automating billing and other office back-office processes.



“(With) resources already stretched thin, ECM looks to be a way for higher education professionals to graduate to digital ways of working, which are more productive, cost less and have a better outlook in the future.

- Thomas LaMonte, AIIM - The Global Community of Information Professionals

Need help assessing your records management? Contact us: [www.papervision.com](http://www.papervision.com)

## Save Money, Speed Access and Secure Student and Staff Records with ECM

What if you could reduce the amount of time and money your school spends on information management? Use PaperVision®.com to manage, store, and route student records and business documents. Improve productivity, protect sensitive information and save money within your operating budget.



### Improve student and staff services

Struggling with slow access to student files, faculty records and office data? Speed access by managing information electronically. The PaperVision.com lets you securely access and share electronic records and digitized paper files 24x7x365 from virtually any device.



### Comply with FERPA data security rules

Are your student records protected in compliance with federal privacy laws? Under the Family Education Rights and Privacy Act, schools must securely store and manage student files. With PaperVision.com, save money by eliminating hardware and IT costs by managing records in the cloud.



### Reduce operating costs

How much is manually managing student records and office documents costing you? Free yourself from disjointed processes. Use PaperVision.com to manage certifications, vendor contracts and more automatically, freeing staff for more important tasks. Use to set up and manage eForms.



### Intelligently manage information

Are you tired of spending hours searching for and distributing documents and other data? Organize, control and route documents electronically. PaperVision.com makes it easy.



### Enable distance/hybrid learning

The trend toward distance and hybrid (part-time remote) learning will continue, analysts say. Offer students, faculty and staff a way to easily and securely access the records they need from any device from anywhere. You'll have happier students and staff.



### Help the environment

Are you overlooking one of the easiest, best ways to go green? Digitization aids sustainability. Beyond reducing the use of paper, cloud-based services such as PaperVision.com cut CO<sup>2</sup> emissions. You'll help the environment while cutting operating costs.

"The goal for schools is always to save on operational costs in order to put more money into instruction. (The PaperVision® suite) allows us to improve staff efficiency and to convert storage space into classrooms, putting more of our budget to work for students."

- Dr. Troy Whalen, Superintendent, Cook County/Summit School District #104



**For a complete product listing and technical information, please visit  
[www.papervision.com](http://www.papervision.com) or call toll free 866.374.3569**

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