



**GET
STARTED
TODAY!**



LET US HELP YOU MODERNIZE YOUR DOCUMENT PROCESSING SYSTEM.

**CONTACT US FOR A
FREE CONSULTATION**

and discover how our solutions can transform your school's document management.



- 603-222-2202
- info@inceptiontech.com
- www.inceptiontech.com



TRANSFORM YOUR

SCHOOL'S DOCUMENT MANAGEMENT

WITH OUR

**COMPREHENSIVE
SOLUTIONS**



**STREAMLINE
SECURE
SIMPLIFY**



Managing school documents efficiently is crucial for smooth operations, compliance, & productivity. Our document processing services provide innovative solutions tailored for educational institutions, ensuring secure and seamless document and data handling.

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OUR SERVICES



DOCUMENT SCANNING & CONVERSION

- Convert paper records into digital formats for easy access and storage.
- High-speed scanning for student records, administrative files, and historical archives.
- OCR (Optical Character Recognition) for searchable and editable documents.



CLOUD-BASED DOCUMENT MANAGEMENT

- Secure, centralized document storage accessible from anywhere.
- Role-based access controls for administrators, teachers, and staff.
- Automated backups and compliance with educational data security standards.



WORKFLOW AUTOMATION

- Digitize and streamline approval processes for enrollment, transcripts, and HR forms.
- Reduce paperwork and improve efficiency with automated workflows.
- Integration capable with existing school management systems.



WHY CHOOSE US?



Increased Efficiency

Save time with digital workflows and instant document retrieval.



Enhanced Security

Protect sensitive student & faculty information.



Cost Savings

Reduce paper, printing, and storage costs.



Eco-Friendly

Minimize your school's carbon footprint by going digital.



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