



Case Studies

Education

Client Profile: A long-established secondary school with many graduate's permanent student records stored on rolls of microfilm.

Application: There are frequent requests for paper copies of records from the film. In fulfilling the requests, the desired record had been identified by browsing through the film, then making a paper copy on their old, existing reader-printer.

Problem: Retrieving the information was cumbersome, time-consuming, and created long delays. Also, the reader-printer was constantly in need of extensive and costly repairs. A limited budget ruled out the cost of purchasing a replacement unit.

Solution: MICROTEK scanned the existing film onto CD's for less than the cost of a new reader-printer. The requested images are now quickly located on the department's existing computer and laser-print copies are created on plain paper. They are of a higher quality than before, and produced at a lower cost. Additional savings sometimes result when the digitized record may be delivered electronically to the requestor.

+ + + + +

Client Profile: A university Registrar's office.

Application: The Registrar is responsible for the maintenance and preservation of permanent student records. The records must be available at all times for referral, occasional updating, and to respond to requests for transcripts from other institutions.

Problem: Existing storage space was limited. Retrieving and providing transcript copies, especially at the end of each semester when students are transferring to other schools. At peak periods, the number of requests often exceeds the department's capability to provide a timely response.

Solution: MICROTEK designed and installed a departmental digital imaging system. One feature of the system permits the registrar to deliver transcripts electronically by attaching the image to the original emailed request. This eliminates the prior need to locate the original document, make a copy, re-file the original, then mail or fax the copy to the requestor. The resulting convenience and savings in time and postage costs, easily justified the cost of the installation. Also, the system was designed to economically integrate with the Registrar's future plans. They include having MICROTEK create microfilm from the digital images for archival off-site preservation, and to integrate the digital images into the University's computer network. This step will allow authorized faculty and counselors to access information from the University's network. MICROTEK's training and ongoing support have proven the system's reliability.