



Scanning & Data Capture



Digitise Your Business Knowledge

with dynamic data capture

Kefron provides the latest technology and best practice techniques in scanning and capture solutions. We work with documents of all sizes including books which can be saved electronically in black & white, colour and greyscale.



Benefits

REDUCED COSTS

More efficient information management means you spend less time and money on filing and retrieving information.

ENHANCED SERVICE DELIVERY TO YOUR CUSTOMERS

By reducing the time it takes to locate, view and act on a file, you will deliver a more efficient service to your customers.

INCREASED PRODUCTIVITY

Instead of locating a physical file, soft copy information can be retrieved. All scanned material can be converted to a searchable format for easy and intelligent referencing and can be quickly printed, emailed or saved.

SECURE DISASTER RECOVERY PLAN

Keep your information assets safe. Digital back-up of your critical information in a controlled environment is essential.

IMPROVED USE OF OFFICE SPACE

Just one DVD can hold the contents of a four-drawer filing cabinet so when you scan and save your documents digitally, you'll see the physical benefits too.

PEOPLE AT THE CORE

Our team works closely with customers to understand their needs and provide tailored solutions to improve how they manage their records. Kefron's team of specialists supports both physical records and digital information management.



Customer Focused **Process**

Find the Right Solution for Your Business

SCAN TO PROCESS

Capturing data at the point of origination, at the beginning of a business process is increasingly effective as it enables seamless entry into DM / ECM Systems.

DIGITAL MAIL ROOM

We offer a combination of outsourced mailroom services and unique software solutions to help businesses go paperless, reduce costs, improve processing times and redirect efforts towards core business activities.

ON-SITE SCANNING

We can carry out our document and data capture processes, procedures and controls at your facility as a fully managed service. This removes the need for sensitive documents to leave your premises.

BULK SCANNING

Bulk scanning is ideal when undertaking a scanning project for the first time where a large amount of information needs to be captured.

DOCUMENT HOSTING

Secure and cost-effective online access to your scanned materials, via Kefron DM, without purchasing any new software or hardware. Files can be viewed from your PC and email, printed or saved as needed, enabling fast efficient information retrieval.

BOOK SCANNING

With our specialist skills and equipment we convert precious bound books into electronic books via image scanning.

SECURITY AND CONFIDENTIALITY

Kefron's processes are governed by four ISO standards. We are fully GDPR compliant, is registered with the Data Protection Commissioner and employs a full time Data Protection Officer.



We conduct a discovery session with key stakeholders to understand your business processes and prepares a digital scanning solution to meet with these procedures. Our process is then agreed and an SLA is signed.



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