DATA PROCESSING SERVICES

We provide professional data entry services in various industries such as Healthcare, BFIs, Legal, Retail, Transportation and more.

We have huge expertise in handling the following types of data entry:

- ✓ Backend Data Entry For Ecommerce Companies
- ✓ Freight Bills Processing
- ✓ Legal Forms Processing
- ✓ Directory Data Capture
- ✓ List Data Entry & Creation
- ✓ Rebates & Order Form Processing
- ✓ Business Reply Cards
- ✓ Survey Data Entry & Processing
- ✓ Pharmaceutical Data Entry
- ✓ Accounts Payable Forms Processing
- ✓ Invoice Data Entry
- ✓ Pet Vaccination Forms Processing
- ✓ Payroll & Timesheets Processing
- ✓ Accounts Receivables Forms Processing
- ✓ Coupons & Sales Receipts Processing
- ✓ Mortgage & Loan Data Entry

ADVANTAGES of working with us

1. **We have robust BCP to ensure operations without any disruptions**

2. **We have standardized quality audit & control mechanism**

3. **Our stringent security guidelines, HIPPA Compliant Processes, ensure protection of customer business**

4. **A world class ICR/ OCR workflow engine**

5. **A professional HR Team & Processes ensure skill & training required to meet customer objectives.**

6. **A world class hardware infrastructure which has the necessary scalability to adopt any volume of operations.**

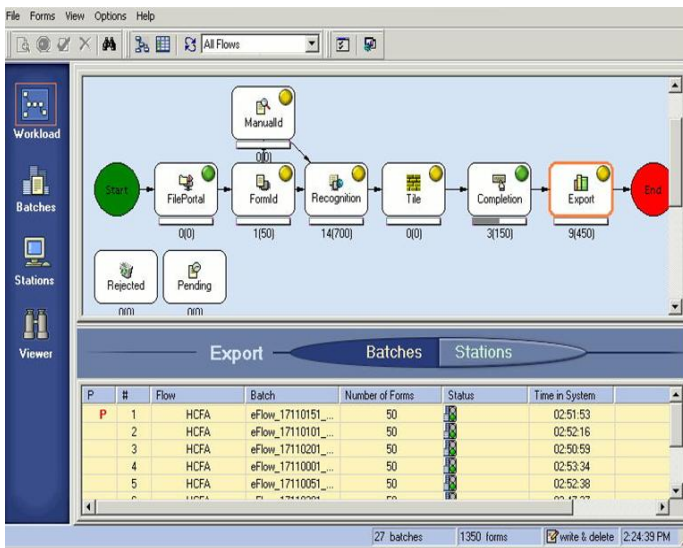7. **A highly experienced & professional Management team**

ICR BASED PROCESSING

The features that differentiate our data entry services from the others are:

- Accuracy by Design not chance
- Industry leading 3 OCR /ICR Engines used in the process
    - Aeg
    - Expervision
    - Kadmos
- OCR/ICR results utilize voting mechanism to promote high accuracy levels
- Engines can be added/customized
- Flexible with built in:
    - Validations
    - Rules
    - Custom coding

Supports field validation thru importing Physician & Patients files per client requirement

DATA CONVERSIONS

We provide exhaustive data conversion services with our unique "*A to R*" technology- (any format Available to any format Required).

We can capture & convert information from any paper forms, surveys, directories, web sites, business reply cards, records, invoices, rebates, insurance forms, index cards etc. We can provide data in a number of output formats like ASCII text, MS Access DBF, HTML, XML or any other format. We have a team of programmers for a custom formats like ANSI 837-4010 & 5010 standards or any other custom EDI formats.

All this- with 99.5% accuracy & a turnaround time of 16-24 hours!

INDEXING / CODING

We have vast experience to handle any variety & volume of coding & indexing requirements. Our combination methods of double key entry system or OCR/ICR based indexing helps us to deliver the output in the shortest span of time.

Our group of database experts takes care of identifying your indexing requirements, framing business rules & validations. Further, our tested & effective methods of logical field checks & proof reading concepts ensure that our output is 99.95% accurate.

Quality, productivity, reliability & accuracy of output are our commitments to our clients.

IMAGING

Our Company offers a reliable imaging service bureau to help imaging system integration clients solve large back file conversion requirements, to provide stand-alone CD-based image archives for clients that do not have or do not want to purchase imaging systems, to solve peak volume problems for clients that have modest scanning requirements that exceed their in-house capabilities and to demonstrate to prospective imaging system clients- in a risk-free manner-the many cost saving aspects of document imaging. We use only high quality, high speed, production oriented scanners and image capture software to reliably scan and manage volumes of paper to produce excellent bi-tonal document images for archives and accurate extracted data for survey and other forms automation projects.
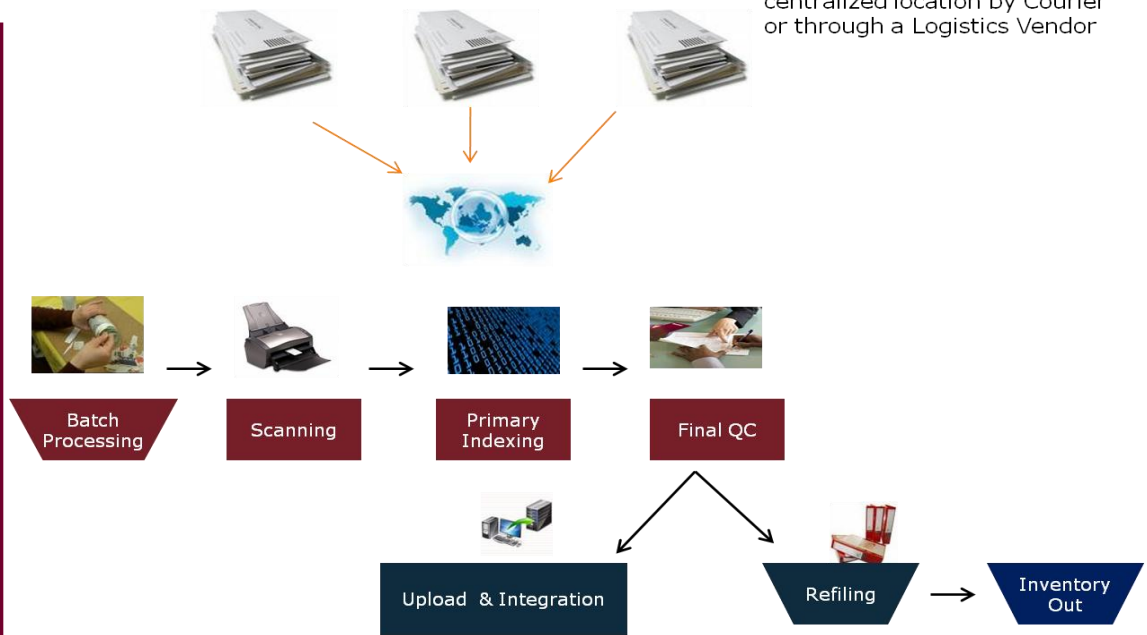
Our Company is a leading provider of outsourced document management services for commercial businesses and government agencies. Any organization, large or small, that requires efficient storage and rapid retrieval of its physical documents can benefit from our document services. Our clients represent a wide range of industries including technology, healthcare, insurance, finance, and manufacturing, all levels of government, retail, distribution and legal.

Our basic imaging services include mail and/or document pickup, opening, sorting, document preparation, and scanning, indexing, transfer of document images via FTP or to CD media, delivery, training and document redelivery or destruction. Additionally, we can offer a full range of data extraction and transformation services including data validation, editing, and conversion to standard or custom file formats. Our Company is one of India's largest Imaging Service bureau with a 18 year experience in the field and having imaged over 700 million documents.
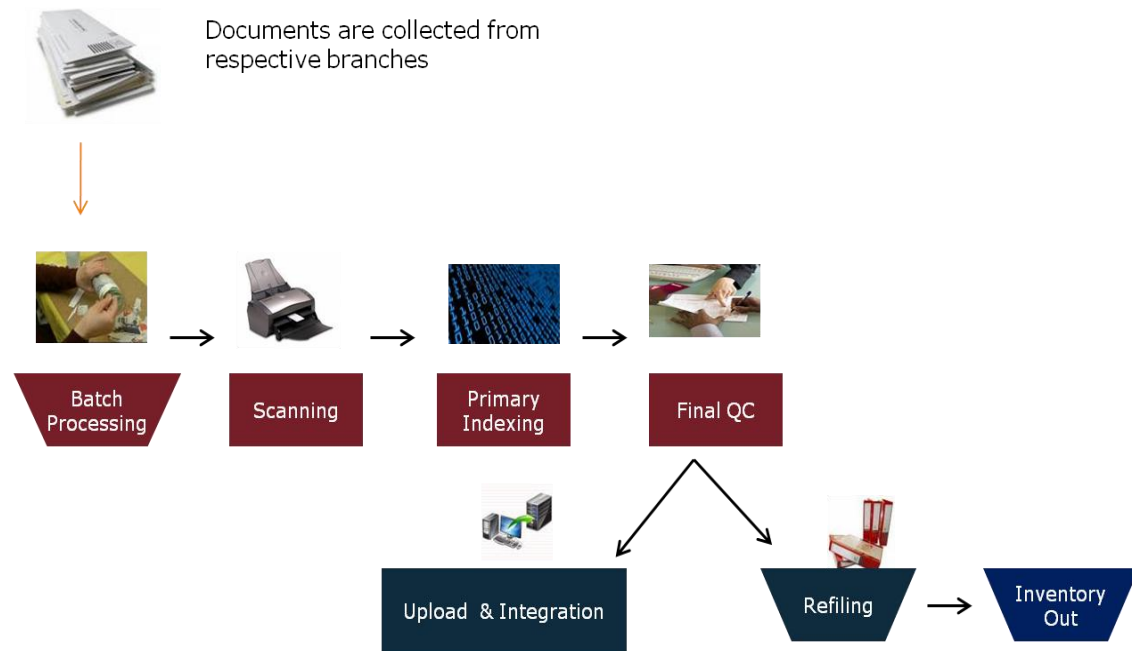
Centralized Scanning

Documents are received at a centralized location by Courier or through a Logistics Vendor

We are flexible & can take up any volume & specifications. We can handle any model required for your document imaging needs- like

Centralized, Decentralized or a KIOSK model of scanning centers.

Batch Processing	→	Scanning	→	Primary Indexing	→	Final QC

Upload & Integration

Refiling → Inventory Out

Decentralized Scanning

Documents are collected from respective branches

Batch Processing	→	Scanning	→	Primary Indexing	→	Final QC

Upload & Integration

Refiling → Inventory Out

CONTACT US

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