



The Power of Information Integration

NORTHWESTERN UNIVERSITY

Optitek Implements Imaging Technology for NU Development Research

Optitek, Inc., recently provided document imaging services for the Office of Development Research at Northwestern University in Evanston, IL. The technology will be used to assist the school in its fund raising efforts.

"We're very pleased to be working with Northwestern University on this project," said Ricki McGuire, President of Optitek. "It is a very well known and prestigious school. Our document imaging system will help the development research program reach their goals with greater speed, security, and efficiency."

Northwestern is in the midst of a \$1.4 billion dollar capital campaign. The University is accumulating information on thousands of past, current, and prospective contributors. The school had been using a paper filing system and, according to William Schendel, assistant director of Development Research, the department was literally running out of space.

"We had over 60 filing cabinets that were totally filled with information, and there was just no room to expand," Schendel said. "We receive anywhere from 3,000 to 5,000 documents per week. These documents were filed by hand and placed in one of 14,000 active files and/or one of thousands of miscellaneous files."

Schendel said the University's goal was to find a solution that would not only enable them to scan and store documents electronically, but would also provide access to their files from any remote location. "Optitek delivered a great solution that met our goals and did so well within our budget, providing software, hardware, and training."

Optitek is also providing ongoing service and support. "They've been very responsive," Schendel said. "They walk us through any problem right on the phone. Optitek gained an understanding of our processes quickly, and have helped us grow along with the system."

Schendel said the document imaging system has been an outstanding investment. "Everyone has been amazed at how intuitive the system is and how easy it is to use. I would give it straight A's."

Northwestern is one of the country's leading private research universities, with an annual budget of more than \$1 billion and 5,700 employees. Approximately 16,300 full-time and part-time students are enrolled in the University's 12 colleges and schools, which are located on campuses in Evanston and Chicago, Illinois.

In addition to Electronic Document Management Systems and Document Imaging, Optitek provides Systems Integration, E-Business Communication, Electronic Publishing, Consulting and Professional Services, as well as a Document Management ASP Service for Images over the Web.

Optitek maintains offices in St. Louis and Chicago. The phone number in St. Louis is 314-644-2880, in Chicago at 866-422-0101, or online, info@optitekinc.com.