

TO LEARN MORE...

Give *Business Alternatives* a call for more information about our available services or to make an appointment for a free in-house consultation and demonstration of our software. We will show you how to organize and store your documents using advanced digital technology. Learn how to save money while making your office more productive, more efficient and more organized.

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rethinking digital business
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BUSINESS ALTERNATIVES INC.



DOCUMENT
MANAGEMENT

DATA-ENTRY
OPERATIONS

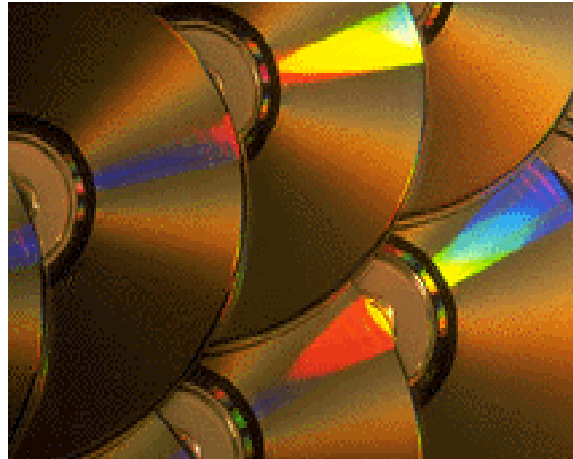
CONSULTING

BAI

RETHINKING DIGITAL BUSINESS

Your valuable data should not be locked away in file cabinets! Document Imaging & Indexing is the most advanced method of organizing and accessing the data crucial to your profession. By harnessing the power of digital technology, *Business Alternatives* will customize its software, transforming your printed information into searchable computer files. Instant access to all of your:

- ***Legal Documentation***
- ***Client/Patient Information/Charts***
- ***Business Records, Files and Folders***
- ***Invoices, Faxes, Email, etc***
- ***Any type of paper that you store***



With a few clicks of your mouse, you can dramatically increase the ease and speed with which you conduct business. Save both time *and* money while you focus on growing your core business.

Don't shuffle paper all day! Advance your technology today with *Business Alternatives'* Document Imaging and Indexing solution.

BAI WILL SHOW YOU HOW TO

STAY AHAD OF THE CURVE

What We Offer...

- **Crystal-Clear Scanning and Imaging** Convert your Paper Documents into searchable Computer Files.
- **Flawless Document Indexing** Create a meaningful way of retrieving your files.
- **Accurate DataKey Operations** Unlock the vital information that is sitting in your cabinets.
- **Off-Site Storage** Store your paper in our secure facility
- **Workflow Consulting** Increase the Productivity and Efficiency of your office, which will save you money.



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