

# InterPro Document Management

Inter-Optimis LLC., an InterPro Company

## WHAT IS C.O.L.D.?

**C.O.L.D.** is an acronym for "computer output to laser disk."

**C.O.L.D.** (Computer Output to Laser Disc), more recently termed E.R.M. (Electronic Records Management) is the wave of the future! **C.O.L.D.** involves the processing, indexing and storing of computer-generated reports to CD-ROM. Companies are moving towards **C.O.L.D.** because of the huge benefits to be derived from it. When switching to a **C.O.L.D.** system, COM (Computer output to microfilm) and paper systems can be eliminated resulting in substantial savings. Two *huge* advantages of **C.O.L.D.** over COM or paper are the ability to access information directly from the desktop and the ability to quickly index and cross reference data for easier retrieval. Existing computer hardware can be used so there is no financial outlay.

Mainframe and miniframe computers that easily process large volumes of data do not always allow users to easily search through or reproduce current or historical report information. **C.O.L.D.** technology overcomes this shortfall and allows you quick *dynamic access* to reports and data using a Personal Computer.

**C.O.L.D.** systems typically store 500,000 pages of compressed data on a CD-ROM, compared to 15,000 pages per CD-ROM for scanned images. **C.O.L.D.** data is commonly used by CFOs, CEOs, customer support departments, accounting and customer service departments; Anyone who needs to store or quickly retrieve current and historical reports such as Invoices, Statements, Accounts Payable, Tax Reports, G.L. Activities, Payroll and other common accounting and customer service reports.

C.O.L.D. cont.

# Inter Optimis

## OUR SERVICE TO YOU

- ◆ Send us up to one month's data and we will process it at **no charge** and show you how the process works.
  - ◆ **Inter Optimis** can accept your data on any type of tape or other media (magnetic or optical) or via FTP.
  - ◆ Guaranteed 24-hour turnaround in the continental US.
  - ◆ Your data is returned on the media of your choice or via high-speed telecommunications.
  - ◆ You select the indexes.
  - ◆ Your reports can be accumulated at no extra cost so that every month your CD-ROM will not only have the current month's reports, but will also have all prior reports processed for the year.
  - ◆ Viewing software is imbedded on the CD-ROM.
  - ◆ We will process on any frequency you require; weekly, monthly, or quarterly.
  - ◆ **Inter Optimis** will host your data if desired on the web.
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## BENEFITS OF C.O.L.D

- ◆ Instant access to millions of pages of computer reports.
  - ◆ Reports can be viewed, printed, faxed or e-mailed.
  - ◆ Reports are full searchable by text or keywords.
  - ◆ Reports can be viewed through a Web Browser.
  - ◆ Replace expensive mainframe storage with inexpensive CD Media.
  - ◆ Reduce or eliminate printing costs.
  - ◆ Improve customer service.
  - ◆ Simultaneous access to data by multiple users.
  - ◆ Reduce or eliminated microfiche cost.
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