Information Controls, Inc. provides the resources schools can count on with digital imaging solutions or customized document storage.

The focus on Administrators and Educators should be on the student. Working with Information Controls allows you the maximum amount of time for students while allowing you access to the files you need. Your digitized documents can be at your fingertips when you need them.

EXPERIENCE THAT MATTERS.

We have been helping our clients with their document processing for over 30 years. Once we digitize your documents, our software tools can allow your key staff access to those records. Let us show you how we can make your archived files work for you more effectively.

WORKING TO EXCEED YOUR EXPECTATIONS.

We work with each client to create a plan specifically to meet their needs and our ability to store as well as provide document imaging solutions make us an ideal fit education.

Customizing your solution

Exploration: We take the time to learn about how you use your documents to make sure our solutions fit your needs.

Indexing: Next, your documents are organized according to set the groundwork for a logical retrieval plan.

Scan, extract, save: Your documents then go through the scanning process and are saved into searchable documents.

Import into software: Using a retrieval software, you and your staff can access the documents you need.

Document access process

We offer document preparation services that so you need to invest little or no time to begin.

Once scanned, your files are on the cloud.

Now, your documents are securely stored electronically.

Our software allows you to designate levels of access, providing you freedom to assign various levels within your system.

(815) 484-2100 ext.211   DocumentImaging@icico.com

SOLUTIONS THAT CAN WORK WITH YOUR NEEDS.

Whether you need all of your records digitized or you want to take your paper to digital on a scheduled basis, we can work with you to create a schedule that suits your needs. At Information Controls, we know actions speak louder than words. Our service award-winning service shows we're serious about helping our clients.

RELATIONSHIPS THAT WORK.

We utilize the very best technology in the business to give you a complete solution. The OpenText application is the most widely used of its kind and offers you the ability to view all of your organized, scanned documents. PSIGEN is the specially designed software that allows us to capture the images of your documents with our industrial Kodak document scanners.

Information Controls, Inc. offers a suite of services that can make business easier. Our time and attendance software integrates with our access control software to eliminate the need for double entry. It seemlessly updates in real time to enable fast action that can change the way you do payroll and building access.

ICI's document imaging division can take care of all your storage needs. Whether you need to store documents or you need them digitized, we can take that next step to help you with your needs.

Our professional services division has an unparalleled reputation for client satisfaction and retention. From the setup to the ongoing service, they are there to help you with our products.

ICI prides itself on being able to help organizations with a variety of needs. Give us a call to see how we can help you!

INFORMATION CONTROLS
Document Imaging Division

ICI RELATIONSHIPS

OPEN TEXT
The Content Experts™

PSIGEN software inc.
the science of document capture

Kodak alaris

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ICI Divisions   Document Imaging   Access Control   Human Capital Management   Professional Services