

TechTip Postcard

Insider Tips and Secrets to Get The MOST Out of Your Computer

How To Quickly Achieve An Organized, Neat, And Clutter-Free Office

Are you swimming in a morass of paper contracts, forms, and other documents that you can't throw away? Would you like a much faster and easier way to locate important documents in your office that doesn't require sifting, sorting and digging through piles and piles of folders? Are you concerned about losing or misplacing important document originals? If so, you should consider going paperless.

Stop Wasting Time Shuffling Paper!

Just 15 minutes a day of paper shuffling equates to a FULL work week of non-productive time per year. Thanks to incredible advancements in document imaging, even the small home office user can greatly benefit from new document management solutions that are both super easy to use and incredibly affordable. A few of the key benefits are:

- ✓ Find documents in seconds with a few short clicks of your mouse
- ✓ Never lose or misplace important documents
- ✓ Completely eliminate bulky file cabinets that take up office space
- ✓ Comply with government regulations for storing and securing sensitive information
- ✓ Protect your documents from fire, water, spilled coffee, tears, and destruction
- ✓ Streamline operational processes
- ✓ Eliminate the confusion of having multiple copies of the same document
- ✓ Easily share documents with remote employees, clients, and colleagues
- ✓ Save money on storage costs

FREE "Clear The Clutter" Assessment

Want to clean up your act? Our "Clear The Clutter" document management assessment (FREE for the month May) can help. We'll evaluate your current paper system and help you determine if document management is right for you. There is absolutely no cost or obligation to buy anything when you request this assessment, and we guarantee zero sales pressure. Our meeting will purely be one of discovery and education for you.



To find out more, call us right now:
215-256-7902



Chris Schalleur
CEO

FREE “Clear The Clutter” Assessment!

 **CHRISTO**
IT SERVICES
Small Business Solutions
314 Ruth Road
Harleysville, PA 19438

**Redeem your FREE assessment NOW:
www.christoit.com**

During your FREE “Clear The Clutter” Assessment we will:

- ✓ Examine and document your current paper processes.
- ✓ Check your network's current security against hacker attacks, theft, worms, viruses, and even employee sabotage to be sure your network is stable and ready for a “paperless” solution.
- ✓ Make sure your backups are working properly and accurately backing up all of the critical files and information you would NEVER want to lose.
- ✓ Give you a detailed action plan on the easiest and fastest way to eliminate paper chaos in your business.

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Or Call 215-256-7902**