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FOR IMMEDIATE RELEASE

## **DOCUMENT SCANNING MOVES MOUNTAINS FOR CARILLION**

With major construction projects comes a paperwork mountain to match and the efficient storage of all the drawings and information can provide an “Everest” size headache.

It was just such a situation that Carillion, one of the UK’s leading support services and construction companies, found themselves in. A number of recently completed projects had generated so much documentation that it was being housed in several rooms on site and two additional lock ups, not to mention a number of corridor shelves which had been brought in to ease the pressure!

Something had to be done and a programme of document scanning looked to offer the ideal solution, providing better document management, instant access and, of course, freeing up the precious space. The scanning would need to be of both the reams of documents and large scale drawings that were involved.

Carillion had worked with Preview previously on other projects and selected them again as being the best able to deliver on all the key elements required from an operational and organisational perspective. Above all, time was of the essence as Carillion were imminently moving into new offices, so there were critical milestones that needed to be achieved giving little margin for error.

No need to worry - the scanning was completed successfully and the move went ahead without the mountain of paperwork in tow. Now, with the document scanning safely under control, office space is no longer a barrier to having the right information safely stored and available, allowing Carillion to concentrate on moving their own mountains in their projects.

### **About Preview Services**

Preview Services Limited ([www.previewservices.com](http://www.previewservices.com)) is a specialist provider of outsourced document management services to businesses and public organisations of all sizes. Clients include major sales and leasing companies, airlines, engineering firms and government agencies.

Based in Hanworth, Middlesex the Company operates one of the UK’s leading document scanning bureaux and is developing innovative and cost saving solutions for document management.

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