

## FileCenter Success Story - Legal

**FRANCIS MENDEZ HAD A PROBLEM:** Like most attorneys in small firms, Francis and his coworkers deal with a large volume of important documents. Francis and his team had invested in the equipment necessary for such a load, but realized that retrieving documents from the system was often difficult – like rummaging through an overcrowded basement in search of a long lost treasure.

**FRUSTRATION WAS A DAILY AFFAIR:** “Accidentally copying over or deleting files, or just plain saving them in the wrong place is frustrating,” says Francis. “What do you do when you need to find the information in that basement of stuff? How can I access the knowledge stored on those old files and capture information from documents provided by others?” For Francis, the partial answer was to scan documents and then OCR them. This helped, but the process was inefficient and cost Francis billable hours. Still, it was the best he could do ... until now.

**FRANCIS MENDEZ FOUND A SOLUTION:** “Someone turned me on to a simple but powerful program that solved my problems. That program is FileCenter.” Francis was impressed with FileCenter’s ability to automatically send and save scanned documents in a searchable PDF format to the appropriate folder(s). “You simply add a ‘separator’ that tells the program where to send and save your scan. It also OCRs the document on the fly, which actually makes the PDF findable. That solved my scanning time problem.”

**FILECENTER DID MORE** than make scanning and filing documents and files more efficient; its search feature helped Francis keep track of the files on his computer. “It searches all kinds of documents, including the PDF files it creates. This solves the searching problem and works better than Word’s and WordPerfect’s search index.”

**BETTER YET, SAYS FRANCIS MENDEZ,** “FileCenter works on top of your existing file structure!” FileCenter merges gracefully with your current operating system and allows you to sort your files into different cabinets, drawers and folders. “This is just like your ‘real’ case files.” FileCenter does not change the structure of your files, but provides “a better and more powerful ‘front end.’”

**FRANCIS MENDEZ HAD A PROBLEM. FILECENTER HAD THE SOLUTION.** “It is a great program. If you want to really organize your documents and integrate scanned images, this is the way to go. I know that there are other programs out there, but for a small firm, those programs are out of the question. FileCenter is my nomination for Killer App of the Year!”

The FileCenter logo, with "FileCenter" in a large, orange, sans-serif font and "File Management & Paperless Office" in a smaller, grey, sans-serif font below it.

FileCenter  
File Management & Paperless Office

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*- Francis Mendez*