

Attorney General State of Ohio

19 Million Paper Files Converted

3SG successfully converted 19 million paper files for divisions of The Attorney General State of Ohio. After the project was completed, the Attorney General's office purchased new document management software to keep up with the high volume of paper generated by their many activities including financial, business, law enforcement, citizen protection, legal and victim's services.

In the meantime, The Attorney General's office continued their relationship with 3SG to **convert millions of back-files** for the Collections, Enforcement, Charitable Law, Professional Solicitors and Antitrust divisions.



Compatibility, Confidentiality and High Quality Output

Confidentiality was a high priority in addition to the requirements of high quality digital output with no missing images. 3SG ensured quality by hand-feeding documents and checking the quality of each on the scanner monitor, one image at a time.

3SG delivered the final output in a format that the Attorney General's office could easily upload into their new software system. 3SG handled everything—from box pickup to delivery of the final images and return delivery of the boxes by 3SG's inventory team using 3SG vehicles.

Onsite Scanning and Distribution of 430,000 Images in 13 Days

In addition, 3SG was selected to convert the paper evidence in an important, highly visible court case for the Attorney General's office. This job was extremely urgent and highly confidential.

To meet their needs, 3SG set up an onsite facility at the Attorney General's office for this project including scanners, computers, servers, cabling, and personnel for 2 shifts. 3SG scanned 430,000 images in 13 days for distribution to attorneys and others who required access to the information. This system allowed direct access to the information without the possibility of damaging or misplacing critical documents.

