

Proteus Cuts School District File Retrieval time by 90% with Digital Transformation



CHALLENGE

Executive Director of Student Support Services at the Gresham-Barlow School District in Gresham, Oregon was storing special education files for more than 3,000 students – totaling 1 million pages of physical paper. The physical files occupied a room full of file cabinets and weighed thousands of pounds. This meant it took about 45-minutes per file to sort through and locate each file when they were needed.

He turned to [Proteus] to scan, digitize, and organize a database for the district.

SOLUTION

Proteus created a plan to scan the documents and build a searchable database for the district. Once the database was live, tested, and secured, we also advised shredding the paper documents because the new database provided a much more secure location for the files, and made the paper versions superfluous. District staff can now access keyword searchable electronic files through a secure connection.

RESULT

What was once a 45-minute task now only takes 3-4 minutes and district employees, such as physical therapists, no longer have to travel back and forth to the main office to physically check paper files in and out. Also noteworthy is the documents' safety and security against floods, fires, and potential hazards.

“Our files are now safer and more secure than they ever have been, and they're more easily accessed.”

– John Koch, Executive Director of Student Support Services

Want to talk about digital transformation at your organization?
Email us at hello@proteusdiscovery.com



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