

NuMicrotek Digital Outsourcing Service

1. Microfilm scanning

1) Providing high quality microfilm/ scanning outsourcing service with top of the line scanners and software.

2) We are one of the few companies that holds many Aperture card/Fiche film scanner. We can provide high quality service in short amount of time with established production line, and experienced operators.

3) We have our own machine and software maintenance team, and are able to correspond quickly when trouble occurs.

4) We are able to scan in both black and white, and Gray scale.

2. Paper, and Book scanning

We can correspond to many different specifications of paper/book scanning with many different types of scanners we hold. We can convert application paper works, maps, pictures, drawings, binded papers, etc. directly to digital data.

- Scanners for large drawings (A2 or larger), binded papers, or historically important books which can not be cut.

- Over head color scanner.

- High speed color scanner with auto-feeder.

- Flat head scanner (up to A0 size).

- We are able to scan in color, gray scale, and Black and white.

3. OCR processing

We can help organizing many different slips by digitalizing and adopting OCR (Optical Character Recognition) system, which makes you able to search particular image.

4. Archive writing

Microfilm is generally suited for storing the data for long term; on the other hand, digital data is generally suited for utilization of the data. Our microfilm archiving service makes it possible to combine these two strengths of medias by using digital data for many needs, and writing and storing the microfilm as back up data.

- Color/ Black and White archive writer

Able to archive color image data onto 35/16mm roll film

5. Privacy Protection

1. Holds ISO9001 (QMS).
2. Applying for ISO27001(ISMS).
3. We assign private rooms for each clients to prevent data leakage from original documents.
5. We have our own server which has no connection to outside network to store digital data.
6. We strictly manage in and out from operating room with ID card.
7. We strictly prohibits cell phone or other communication devices in the operating room.

Digital outsourcing center structure

