



February 12, 2001

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To Whom It May Concern:

In late 1999, the Office of Academic Records at Furman University decided to scan its archive of academic transcripts spanning the years 1950 through 1999. We contracted with Mobile Imaging & Scanning Solutions (MIS) to scan the records, save the images on CD-ROM, and create a searchable index for accessing the images.

The project was completed in the summer of 2000, and we have been extremely pleased with the results. Rather than walking to a records vault, removing a paper record, making photocopies, and refileing the record, we now process a transcript request by accessing the image database and laser-printing the desired record onto preprinted transcript paper. In addition, we are able to quickly and conveniently provide degree verifications to callers by viewing the image records rather than by retrieving a paper file. Furthermore our Financial Services office is able to access the index database to record and remove financial "holds" on the records, freeing our transcript specialist from this additional task.

Mr. Tony Gioulis and other staff members at MIS were extremely helpful and courteous throughout the scanning project. They have also been very helpful with follow up questions and requests. We are extremely pleased with their price, product, and service and would recommend their services to other colleges or organizations that have a similar need.

Sincerely,

A handwritten signature in cursive script that reads "Susan S. D'Amato".

Susan S. D'Amato
Associate Dean for Academic Systems
Office of Academic Records