Infocentrik
Information Management Consultants

Endorsed HPE Partner

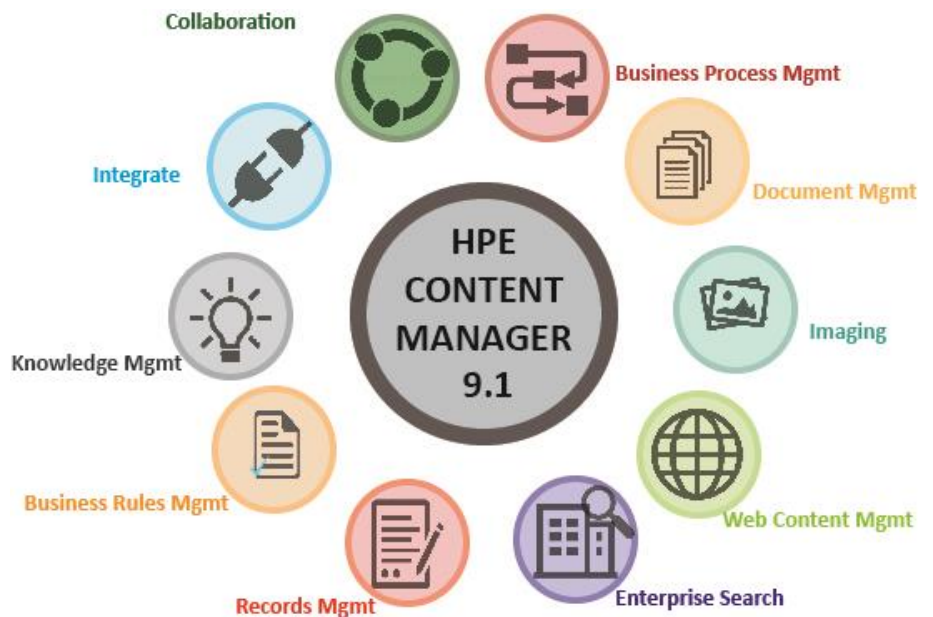# *Manage your records resourcefully*

Why Choose Us?

We provide professional, independent and practical advice, maximizing the capabilities of the technology without forgetting that information is far more than just the technology – the people and process are as much a part of the solution as the technology.

Our clients are Councils and Central Government Agencies. We have 28 HPE TRIM/Records Manager/Content Manager sites in New Zealand and 2 South Pacific nations.
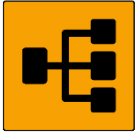
IK Consultancy Services:

Our Consultancy Services Team are keen to support you in your drive to grow your organisations delivery capability and have the following expertise:

- Information Management Assessments
- Requirements Gathering, Business Case preparation, Conducting Workshops, Change Management, Review Processes
- Information Architecture
- Metadata schema, Taxonomy, Security, Configuration, Classification, Retention and Disposal, Workflow
- Information Governance
- IM Strategy, IM Audit, IM Policy, PRA

- Compliance, Implementation Services, Training
- EDRMS Consultancy
- Data Migration
- Helpdesk and Support

Collaboration · Business Process Mgmt · Integrate · Document Mgmt · Imaging · Knowledge Mgmt · HPE CONTENT MANAGER 9.1 · Web Content Mgmt · Business Rules Mgmt · Enterprise Search · Records Mgmt

CONTACT US TODAY TO START YOUR INFORMATION MANAGEMENT TRANSFORMATION!

The services we provide include

Business Analysis
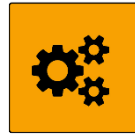We can assist your business with scoping, requirements and specifications, business process analysis, documentation

Information Audits / Health Checks
InfocentriK makes sure that your system is Competitive and Robust, by offering periodic health checks

Archiving
We create and manage Archival Schedules based on your Requirement. You will be able to manage your physical and electronic records in an automated manner

Implementation
Only deal with one local supplier that understands your requirements and implements the software to meet those requirements

Process review
We evaluate your current practices to help you to define some Critical Success Factors, so that your organisation can perform well in order to be successful

Documentation
Well written documentation provides your staff with knowledge they can refer back to and provides a baseline of the configuration

Support
Require technical or user assistance? InfocentriK is the business partner that will be there for you

Training
InfocentriK provide training courses for all our solutions

Data Migration
InfocentriK can migrate data and documents from anywhere to anywhere

Scanning and Digitising
InfocentriK can provide you with the best scanning software and assist you with digitisation

Make your journey to success easier with InfocentriK!