

TESTIMONIAL

COWBRIDGE COMPREHENSIVE SCHOOL

EDUCATION | COWBRIDGE, WALES (UK)



Martyn Skinner
ICT Manager

“We’re audited each year to ensure that our school policies for fire drills, evacuations and medical emergencies have been reviewed and updated by the appropriate individuals. With the ability to track file versions and furnish a historical log of all document changes to auditors, M-Files has enabled us to substantially **SIMPLIFY OUR AUDIT MANAGEMENT PROCESSES.**”



“We’re required to archive all student exam materials for several years. Prior to M-Files we had been storing the paper exam documents in boxes, which not only took up a considerable amount of physical space in our facility, but it also made for a very time consuming process when we had to locate historical exam records. With M-Files not only have we been able to free up storage space but we are now able to easily search for student documents and track exam retention dates to **ENSURE WE ARE IN COMPLIANCE WITH STATE REGULATIONS.**”



“Our school is always purchasing new supplies such as furniture, computer equipment and materials to support operations. Using the workflow capabilities in M-Files, we’ve been able to automate our purchase order review and approval process. Previously, we manually routed hard copies of purchase orders for review, which could take days to complete. M-Files has **IMPROVED THE EFFICIENCY OF OUR PURCHASE ORDER PROCESS** and allows us to quickly and easily check on the status of order approvals.”



“**ITEC CONNECT WAS INSTRUMENTAL** in the success of our M-Files implementation. They helped us configure workflows tailored to the specific processes we use at the school, and we find we always receive a prompt response from Itec to any questions we have.”



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