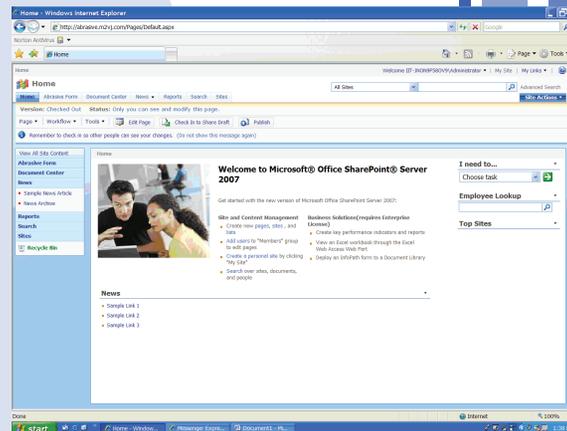


## WHY ABRASIVE FORM NEEDS A DOCUMENT CONTROL SYSTEM

- 11 million older documents are being housed at the facility taking up space.
- No information is backed up in case of a disaster.
- Time is wasted in searching for and managing the job documents.
- Lost or misplaced vital documents hinder the business.

## RECOMMENDATIONS TO ABRASIVE FORM

- The customer may set up scanning or computer networking facilities to update the job documentation in real time.
- Further training of the staff and setup will allow the use of the discussion boards and other Sharepoint communication tools.



## IPRO: 347 DEVELOPING A DOCUMENT CONTROL SYSTEM



ILLINOIS INSTITUTE  
OF TECHNOLOGY

## IPRO 347 TEAM MEMBERS

Dustin Barksdale  
Juan Carlos Espinosa  
Scott Gherardini  
Kyle Knopp  
Maciej Krolkowski

Courtney McWethy  
Thomas Kudla  
Brandee Toyama  
Harry Tran  
Professor Phil Lewis