

## Turning Point Solutions

Turning Point Solutions is a multi-member consultancy located in Boothbay-Maine, Revere-Massachusetts and Loveland-Colorado.

Turning Point Solutions is often called upon to apply professional and educational experience to the operational challenges facing start-ups and small businesses.

**Executive Coaching** - Many senior executives have extensive knowledge of their product/service, but lack a background in operations. TPS is ready to apply its extensive background in manufacturing, customer support and marketing to augment your knowledge base.

**Temporary Staff** - TPS personnel are sometimes asked to function as staff until the right permanent staff member is found.

**Strategic Planning** - TPS personnel are highly effective at applying both technical and business background to the development or improvement of a company's overall business plan.

**Training** - TPS personnel can develop and deliver training programs tailored to your business needs.

**Computer Support** - TPS has supported small businesses as their demand for computing grows. These assignments usually begin with a discussion of an organization's current and future computing requirements. We can then develop a plan together that accomplishes the organization's computing objectives within an acceptable budget.



[www.tpointsolutions.com](http://www.tpointsolutions.com)



**Have you ever  
considered making your  
small business**

***Paperless?***

***(It is cheaper than you think)***



**Services targeted for the  
home-office needs of  
financial, real estate and  
insurance professionals.**

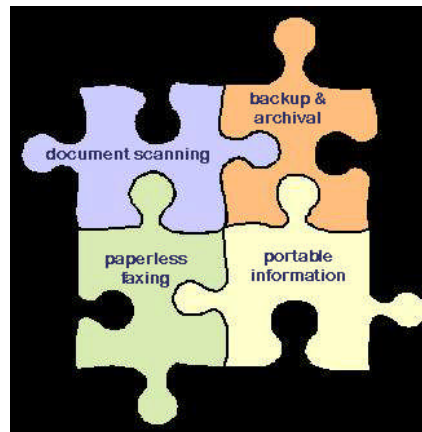


## 7 reasons to consider going paperless

- ◆ Large client files with numerous pages are overwhelming, making it impossible to find a specific item when you need it
- ◆ You never have important client data with you when you are out of the office
- ◆ Fax pages, contracts, client notes are piling up, “waiting to be filed”
- ◆ You are growing tired of buying expensive ink for your printer
- ◆ If your office ever caught fire or was damaged by water, your business would be severely impacted
- ◆ You have a business that requires judicious file retention of documents and digital images
- ◆ You need an easy way to share documents with other individuals

What are the key components of a paperless office that TPS would put together for you?

- ◆ A high speed scanning solution from Fujitsu with a small desk footprint
- ◆ A hands-off, automatic, internet-based backup solution
- ◆ A fax-to-email and email-to-fax service providing your clients with a handy toll-free fax number
- ◆ Personal and business email integrated with Microsoft Outlook
- ◆ A smart phone that synchronizes with Microsoft Outlook so you can carry important client information with you at all times
- ◆ A simple, but powerful, filing system designed to keep your documents and digital images easy to retrieve



**“Going paperless” does not have to be expensive.**

**Turning Point Solutions can quickly determine if a move towards a paperless office is right for you.**

**It has been right for other TPS customers and we will provide references upon request.**



**Call today for a free discussion about how TPS may be able to help you.**

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