MACRO
INFOTECH PRIVATE LIMITED

an ISO 9001: 2000 Company

At a glance

Macro Infotech Private Limited (MIPL) is promoted by team of dynamic and dedicated Software Professionals & Engineers, with Eleven years of Experience in data services for Government & Leading private companies. Macro's Expertise in understanding customer needs & defining Solutions in e-Governance & Business Process Solutions. MIPL is located in Bangalore, the Silicon Plateau of India.

Macro is a data management company specializing in data conversion services using leading edge technology to transform supplier based paper and electronic documents into a variety of output formats primarily tailored to the e-commerce marketplaces. Macro has a proven track record of providing turnkey project solutions for customers ranging from the capture of data and images from paper catalogs to converting and parsing the data from an electronically formatted document. Macro has over 11 years experience in converting a wide array of documents into a number of output formats. We, at Macro offer a offshore outsourcing solution to all information needs of Organizations such as Data Capture, Imaging Solutions, Forms Processing, Data Conversion, Electronic Publishing and Document work Flow Management.

Macro vision is to ensure continuous improvement in IT related services to customers, build long-term relationships with clients and in-house personnel, generate value through purposeful interaction, focused growth strategies and a performance driven work culture.

An uncompromising attitude of quality consciousness and integrity hallmarks our corporate culture. We prioritize sustained long-term growth over short-termgains.

Enhancing the entrepreneurial equity, both within and externally, as one of the most preferred places of work remains our organizational objective. At Macro our corporate culture based on the fundamental values that determine success empowerment, a climate of complete transparency teamwork and accountability values that we consider paramount to develop into a world class organization dealing in world class products and services, through a team of world class people.

Macro Services

Time and Attendance with the touch of finger

Macro Punch Station is state-of-the-art biometric system that uses Biometric finger print technology to instantly identify employee's attendance and eliminate costly buddy punching. Designed for easy monitoring of employee time in and time out Macro Punch Station time and attendance system automatically calculates total worked hours including overtime. Employee s punch in and out at the terminal with the touch of a finger with a image display of employee and instant feedback of their status.

Data Processing:

We offer efficient data processing solutions that empower the organizations with the flexibility to respond to today's ever-changing business you can outsource some or all of your data processing requirements to us. All our data processing solutions give a competitive advantage, letting the clients focus on their core business activities. We use advanced methodologies and technology to make your data easy to use by summarizing the information into an intelligent format.

Data Management System :

Whenever you are considering outsourcing of your data entry work, Macro will do it with full responsibility and your satisfaction with a high speed. We have a reliable and experienced staff with good qualification. They are ready to take long-term projects with satisfaction. Quality level options are always agreed for each project and guaranteed, keyed data to the very highest of 99.99 accuracy guaranteed.

Document and Image Scanning:

Most companies have paper documents such as invoices, contracts, patient records, catalogs as well as other types of applications. Scanning converts this legacy data into a format that can be stored electronically. For example. catalogs have pictures that must be scanned then associated with a given product. Macro has black and white and color scanners that can scan into any format desired by the customer including Jpeg, gif, pdf, bmp, tiff, png etc. The electronic documents then can be used for traditional storage and viewing, or can also be used in a company's Internet/web enabled environments.

Digitization refers to scanning of analog sources like paper documents, photographs and maps. The purpose of digitization is to be able to store the information on to a computer for processing and transmission.

Our services over the years have helped many companies and offices to become totally paperless. Having no more messy papers around creates a better environment, and increases work efficiency. Our own work spots in the Karnataka & Uttaranchal are **100%** digitized. Maintaining high quality digitization standards enables us to come up with superior image documents that have a high resolution.

Smart Card :

Smart cards currently exist for a vast array of applications. However, the expected growth in the industry will not be due merely to growth in these segments, but also to the addition of the Internet and electronic commerce with their myriad of uses. A smart card, as mentioned above, is a portable computational device with data storage ability. As such, they can be a very reliable form of personal identification and a tamper-proof, secure information repository. The main possible applications of smart cards are the following:

Advantages:

☆ The capacity provided by the on-board microprocessor and data capacity for highly secure, off-line processing

☆ Adherence to international standards, ensuring multiple vendor sources and competitive prices

☆ Established track record in real world applications

☆ Chip Operating Systems that support multiple applications

☆ Secure independent data storage on one single card

Macro offers consulting services to help you choose the right smart card system.

"Macro - The key to the Paperless Office"

Content Management:

The need for content development services is increasing Content development is a value-add service that Macro offers whereby we analyze and review data as well as edit and enhance the data as required by customers. For each industry very specific skills and domain knowledge is required. We employ content managers in conjunction with our clients. This involves a number of steps including data design, database design and review and editing of data as well as continuous management of the data in accordance with business and process requirements. For example a financial services company first needs to capture published financial information from 10K and 10Q submissions. Once that is done it will need to ensure the database format and design enables utilization of this data by the analytical modules of the analysts of the company.

Software Development:

Macro provides software solutions to the companies. Our project execution skills are extensive development efforts, multi disciplinary technology skills in depth domain knowledge and a seamless integration of bespoke development and off-the-shelf solution that will ease time-to-market pressures. Macro can commit following towards a software development project.

- Organizational clear focus and commitment
- Quality Process in place
- Strong Project Management methodologies
- A wide range of technology skills across multiple technologies and platforms.

Field Survey

Survey processing involves the different steps and processes in a survey and also processing and post processing of compiled survey data. It includes every process right from conception of a survey to delivery of finished documents.

Survey processing can be done manually or can also be automated. A survey may involve different processes like data entry, editing, tabulating, and data mapping. Automated surveys are done using the telephone and/or the Internet. Survey processing of automated surveys are used in the business scenario to get feed backs from customers about some service or product, market research, or to assess the employee job satisfaction.

- Organizational in-house surveys
- Self scoring surveys
- Census data tabulation

BPO OPERATIONS:

Document coding is the process of identifying and extracting information specific to each document into a common form so that the documents are rendered searchable at any later date. Coding makes the search process easier. Macro can comfortably handle any complex coding requirement. Macro offers the following document coding services:

- Objective Coding
- Subjective Coding
- In-Text Coding

DOCUMENT MANAGEMENT SYSTEM :

The biggest challenge in current business is to protect document privacy and prevent unauthorized access to any confidential information while automating the storage and access to records. In addition, to have immediate access to complete records to service customer calls.

"Looking ahead with confidence and back with pride Strokes of Perfection on the canvas of affordability"

Integrated document management system provides organizations with an efficient and highly secure solution to manage transactional records. One can create electronic records by scanning existing paper documents such as Invoices, agreements, forms, reports etc. DMS prevents unauthorized access to any confidential information, using comprehensive audit trail, one can track every action performed on a document.

All of these documents are stored in one secure repository so you no longer have to manually search many locations for files or request files to be pulled from the records department. As a result, customer service responsiveness and accuracy is greatly improved. When customers call to make enquiries, the documents can be immediately accessed right from the staff member's workstations. This allows the call to be handled in a timely manner, usually while the caller is still on the line. this process can also eliminate the paper shuffle that can lengthen response cycle.

Integrated electronic document management filling structure is user defined and allows you to replicate your current filling structure or reconstruct your current filing structure or reconstruct your current filing structure to make it more efficient.

Document management system address the following areas :

Location:
- Q : Where will documents be stored ? Where will people need to go to access documents?
- A : Physical journeys to filing cabinets and file rooms are analogous to the onscreen navigation required to use a document management system.

Filing :
- Q : How will documents be filed ? What methods will be used to organize or index the documents to assist in later retrieval?
- A : Document management systems will typically use a database to store filing information.

Retrieval :
- Q : How will documents be found ?
- A : Typically, retrieval encompasses both browsing through documents and searching for specific information.

Security :
- Q : How will documents be kept secure?
- A : How will unauthorized personnel be prevented from reading, modifying or destroying documents?

Disaster Recovery: How can documents be recovered in case of destruction from fires, floods or natural disasters?

Retention period : How long should documents be kept, i.e. retained ? As organizations grow and regulations increase, informal guidelines for keeping various types of documents give way to more formal Records Management practices.

Archiving : How can documents be preserved for future readability ?

Distribution : How can documents be available to the people that need them ?

Workflow : If documents need to pass from one person to another, what are the rules for how their work should flow?

Creation : How are documents created ? This question becomes important when multiple people need to collaborate, and the logistic of version control and authorizing arise.

Authentication : Is there a way to vouch for the authenticity of a document ?

SANJAY C
Business Development Manager
Mob : + 91 9845063127
Email: sanjay@macroinfotech.com

Contact Us

GURUMURTHY R
Business Development Executive
Mob. : +91 9449763546
Email: gurumurthy@macroinfotech.com

www.macroinfotech.com

Corporate Office:
No. 48, 4th Block, 4th Stage,
Siddaiah Puranika Road ,
Basaveshwara Nagar
Bangalore 560 079.
Phone: 080-41757550/51

Registered Office:
"Macro House" No. 1432/2,
Pipeline Road, Vijayanagar,
Bangalore 560 040.
Phone: 080-23405406
23383208

Branch Office
No. 193, Indiranagar
Dehradun
Uttarakhand 248 006
Phone: 0135 -2763091, 3200939
Mob : 94111 10904