

Success Stories

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CITY BOARD OF EDUCATION

Employee Files

Overview:

The distributor contacted the Treasurer of the Board of Education. The contact came about from a referral for Rotary Files. Four drawer cabinets were in use, with no color-coding. Folders were garden variety "Office supply grade" manila folders. The only indexing on the folders was a plain white name label. Overall the folders were tattered and in disarray. Files were jammed, and space was a problem. The Treasurer wanted to up-grade the system that housed records for full time, part time and contract employees.

Solution:

Rotary Files were provided to solve the equipment/space problems. A mix of Pressboard expansion and Pressboard Classification folders were selected. NetLabels was chosen for file labeling. Employees completed a conversion to the new files. NetLabels made labeling the new folders a very simple process.

Re-order potential:

As the clients needs arise, the distributor will receive the re-orders for NetLabels stock, folders and any additional shelving need. As a bonus, the school district has already contacted another school district and recommended that they only speak to the distributor about their filing needs.

The label style used was #2328. You can view or print a sample of this label by going to www.netlabels.com. Now, click on the "print labels" box. Enter "guest" under username and password. Lastly, just scroll down the label styles until style #2328 appears and click on it.

To contact our NetLabels Support Group, call (800)873-4427 and ask for NetLabels, or send an E-Mail to netlabels@gbscorp.com -- To connect just press control and left click on the link.

