

# IN-FORM CONSULT

## Helping businesses transform enterprise wide information into a powerful corporate asset

Information is the life blood of every organisation and, if managed well, enables better decision making while meeting regulatory obligations and reducing organisation risk.

**In-Form Consult (IFC)** is a leading independent information management consultancy that helps businesses transform enterprise wide information into a powerful corporate asset that creates value and in turn new business realities.

Our impartial solutions help you solve your information management needs whilst improving policies, processes, and procedures. Through consultancy, technology, training, and resourcing, we can help you reduce cost, minimise risk and increase the value of your information. Our core services include:

### Consultancy

IFC provides consulting expertise in the areas of information and records management, information governance, knowledge management, data management and enterprise solutions. We offer a wide range of bespoke consulting services - including health checks, strategy development, process improvement and development, and technology selection and implementation - all of which are delivered to industry best practice in information and change management.

### Training

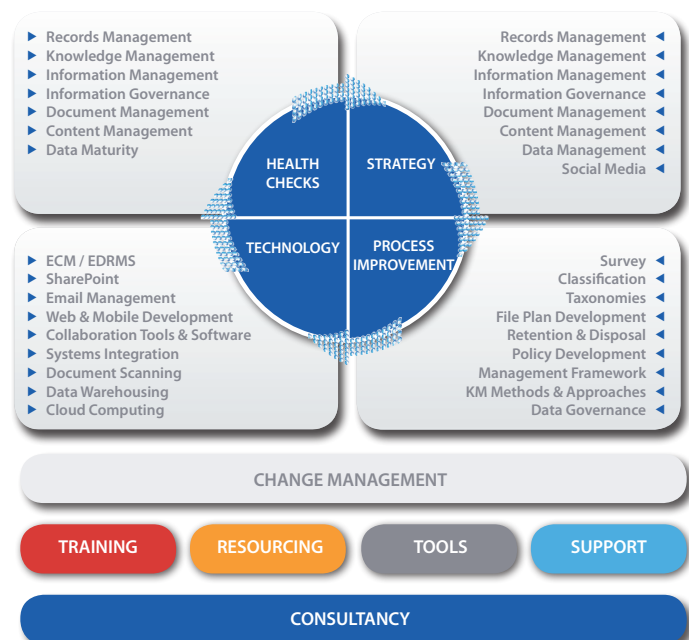
Our public and private training programmes, focused at introductory and practitioner levels, address all aspects of effective information and records management. Our comprehensive topic list spans knowledge management, effective information management, information governance, IT security management, advanced data and records management, implementing EDRM, SharePoint design and implementation, strategic IT, and more. Our private training helps organisations to specify and implement corporate Electronic Document and Records Management solutions to meet their strategic, operational and statutory requirements.

### Resourcing

Trust the experts to find your information management experts. In-Form Resourcing (IFR) is our specialist Information Management resourcing team who provide permanent and interim solutions for large businesses, local and central government agencies, not-for-profit organisations and educational institutes, who need support to successfully deliver projects. We work in partnership with our customers and candidates to accurately match expertise and opportunities. Our clients have the reassurance that every candidate is a fully assessed, high-calibre Information Management expert, and the confidence that their needs can be met time and again by our extensive pool of consulting and technical resource. Visit [www.inform-resourcing.com](http://www.inform-resourcing.com) for more information.

### Tools

Where technology tools are required to support the delivery of your Information Management programmes, and increase project efficiency, IFC can recommend and implement a range of best-in-breed point solutions to meet your specific requirements.



▲ IFC Core Services

### Support

IFC provides support to a range of third party organisations, from industry bodies who are developing standards in information management, to technology vendors looking to enhance their products to meet market needs. We also support systems integrators who need specialist technical expertise to manage or deliver corporate information management programmes. For the wider market, we author a variety of white papers on a range of information management topics, contribute articles and best practice content to leading industry publications, and we regularly speak at events across the UK and Europe.

# IFC at the core of information management



## Why IFC?

For over 30 years, we have been helping companies uncover, manage and exploit information, transforming the value of both unstructured and structured content. IFC solutions help you create measurable business impact, reducing cost and complexity, and minimising compliance risk. Through improved information management practice, your teams will be better equipped with the right information, and agile to meet emerging business opportunities. As a result, your business will be able to achieve greater value from your information to drive business innovation and create new realities.

## Comprehensive Services

We provide all the required elements to solve your complete information management needs, and improve information management policies, processes and procedures. We offer impartial and objective advice through each stage of a programme from delivering an initial feasibility study and preparation of a business case, through to procurement support, testing and user acceptance, information cleansing, migration and project management.

## Refreshing Approach

We take a refreshingly pragmatic and flexible approach to helping companies solve their information management challenges. We work inclusively with them to identify, develop and implement intelligent strategies for their requirements, all of which are delivered to industry best practice in information and change management. This flexibility enables our clients to overcome resource limitations and use experts throughout the duration of their programmes.

## Delivering Results

Our proven approaches and methodologies are designed to deliver business results every time, ensuring your programme and project goals are met and business value is realised.

## Industry Expertise

Our consulting team are all industry-leading experts and individually are specialists within public, private and not-for-profit sectors. IFC consultants combine unrivalled intellectual expertise with hands-on practical experience and in-depth understanding of corporate information management. Our involvement in the development of industry standards ensures best practice in delivery.

For Public Sector organisations, we are an approved supplier to the Crown Commercial Service (CCS).

IFC supports clients in the following sectors:

### Public Sector

- Central Government  
Departments & Agencies
- Local Government
- Police Authorities
- Fire & Rescue Services
- National Health Service (NHS)
- Further & Higher Education
- Non Departmental Public Bodies

### Private Sector

- Financial Services
- Utilities
- Oil & Gas
- Manufacturing
- Not for Profit
- Engineering
- Construction

## Industry Membership



**Crown  
Commercial  
Service**  
*Supplier*

## Next Steps

If you would like more information about IFC's services and experience, please call **08456 80 40 47** or visit our website [www.inform-consult.com](http://www.inform-consult.com)

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