



## Information is our forté Services Profile

### Services At-a-Glance

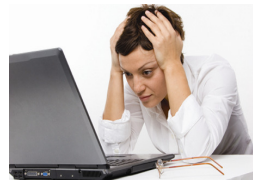
Cadence Group® has more than 20 years of experience crafting information management solutions for clients that maximize their content and technology investments that deliver critical information to the people who need it the most.



**GSA** Contract Holder

#### Key Benefits

- ▶ Improve access to high-quality information
- ▶ Reduce information procurement costs
- ▶ Optimize your information assets
- ▶ Gain competitive advantages
- ▶ Increase the return on your investment in people and technology



#### Information Challenge

Every organization has an excess of internal and external information to manage. And everyone is faced with the challenge of having easy access to the right information for the appropriate audience at the right time.

Whether the information is internally generated documents, purchased research, published database content, confidential records or user-generated web content, the question remains: How do you quickly get valuable information to the people who need it the most?



#### Cadence Group Solution

Cadence Group® is an experienced information management (IM) firm that helps organizations of all types efficiently acquire, organize, and disseminate timely information for effective decision-making.

Because Cadence Group does not resell or endorse any third-party software products, we are able to recommend a solution that best fits your needs, while leveraging your existing technologies.

For each assignment, Cadence Group works with you to define a service agreement that best fits your current needs and budget and also provides assessments for future considerations as appropriate.

#### Services

Whether you need research, records management, taxonomy development, knowledge management or the expertise to run a library or information center operation, Cadence Group offers the level of Staffing, Consulting and Managed services to fill your needs.

- ▶ **Staffing** services help you quickly find qualified specialists when you need them for as long as you need them – for temp, temp-to-hire and direct-hire placements.
- ▶ **Consulting** services help you define your IM needs, develop custom solutions and train users in new processes and systems.
- ▶ **Managed** services provide a cost-effective way to run an IM operation under your supervision, allowing you and your staff to stay focused on your core competencies. With this solution approach, we take care of everything – management, staffing and day-to-day operations – saving you as much as 30% on the cost of running many operations.



#### Acquire Information

*Acquire content, research and analysis.  
Get the best information for your needs.*

A variety of Cadence Group information specialists are available to work closely with your organization to understand your specific needs. We then research the sources and technologies available to help you cost-effectively purchase or gather the right content. From there, we make a

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To learn how to improve operating efficiencies and provide better service to your customers, please contact Cadence Group at 404-874-0544, ext. 113 or by e-mail at [info@cadence-group.com](mailto:info@cadence-group.com)

### Our Differentiators

- ▶ More than 20 years experience in many information management disciplines
- ▶ A successful small, woman-owned business
- ▶ Flexible service agreements and solution models
- ▶ Committed to working with your technology preferences
- ▶ Government agreements that allow us to operate efficiently at the federal, state and local level

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recommendation and execute next steps approved by you.

By aggregating content and research acquisition across your enterprise, Cadence Group leverages your organization's purchasing power, saving you money. Specifically, the following areas of Cadence Group expertise are available to help fulfill your staffing, consulting, and managed service needs in acquiring information:

- ▶ Research
- ▶ On-demand Research
- ▶ Competitive Intelligence
- ▶ Document Delivery
- ▶ Collection Development
- ▶ Content Acquisition



### Organize Information

*Organize Intranets, libraries & information centers and documents. Increase productivity and save money by making information easy to find and re-use.*

Chances are you have already invested in one or more of the following: an Intranet, portal technology, knowledgebase, records management system or library management system. And yet your information users still struggle to get the content they need. Fortunately, Cadence Group's team of information management specialists can help you develop new strategies & solutions that improve information capture, organization, and sharing.

Specifically, the following areas of Cadence Group expertise are available to help fulfill your staffing, consulting and managed service needs in organizing your information.

- ▶ Records Management
- ▶ Virtual/Physical Libraries
- ▶ Knowledge Management
- ▶ Web Content Architecture
- ▶ Taxonomy Development
- ▶ Enterprise Content Management
- ▶ Custom Application Solutions



### Disseminate Information

*Disseminate analysis, user-generated content, and published content on critical topics. Ensure that stakeholders have the right information for their needs.*

Cadence Group offers multiple ways to get valuable information about your organization's image, competitors, industry, customers and other critical interests to the right decision-makers.

Whether via email, the Internet, or a custom delivery solution, we deliver vital information to those who need it in the most timely and cost-effective manner possible.

Specifically, the following areas of Cadence Group expertise are available to help fulfill your staffing, consulting and managed service needs in disseminating vital information.

- ▶ Content Curation
- ▶ User-Centered Design
- ▶ Web Content Management

### A Virtual Information Center Solution

For virtual libraries and information centers, Cadence Group provides an enterprise solution that completely administers your operation under your management's supervision. This program can save you as much as 30% by eliminating:

- ▶ Redundancies in content purchases
- ▶ Duplication of vendor contracts
- ▶ Excess physical space
- ▶ Administrative overlap

You reduce information procurement costs, improve access to high-quality information and increase the productivity of those performing research or making data-driven decisions.