



Client Training

Getting the most from your new document solution



At Capital we fully understand that implementing document technology and process changes into any organisation is best achieved by thorough operator training and engagement. Our Training Team will be on hand to empower your staff to get the very best from any new document device or software application.



...giving you control of your documents

Passing on our experience

At Capital we believe that thorough user training is essential to realise the full benefits from any new document solution. We therefore ensure all our clients receive comprehensive hardware and software training by one of our own trainers.

Customised Training

Every business is different and so are the training requirements for any customised document solution. That's why Capital tailor training to suit your specific needs. As document solutions become part of the IT infrastructure, we understand that you may require different types of training courses for key users and network administrators.

Installation training

You'll want to get started on making efficiency and cost savings straight away. So training is organised immediately following installation.

Ongoing training

You may, over time, require further training due to new staff or new ways of working. We can provide additional training for these situations as and when required.

Client Training Officers (CTOs)

Our CTOs will work with you to make hands-on training sessions as beneficial as possible. Hands-on training will enable users to operate the equipment and software effectively, taking full advantage of all of the device and software features and functions designed to enhance your workflow and productivity.

Our CTOs are committed to ensuring that you get the maximum benefits from your new document solution – whether this is a new multifunctional device, printer, print management software or an electronic document management system.

Our CTOs are fully manufacturer-trained on all our hardware and software products.

In-house or Off-Site Training

Training can be arranged either on-site, or if you prefer, at one of our showrooms in Edinburgh, Glasgow, Aberdeen or Galashiels. Each showroom houses our range of MFDs, printers, scanners and faxes from Ricoh, Hewlett-Packard, Konica Minolta and Fujitsu. Our showrooms are also fully equipped with our range of print management software including eCopy, Equitrac and Safecom.

Software Consultants

For training associated with our Print Management Software including eCopy, Equitrac and Safecom we will organise training by one of our Software Consultants.

IT Field Support

We also have a team of IT professional trainers, who can be on hand to provide training for your key IT personnel.

www.capital-solutions.co.uk

RICOH




KONICA MINOLTA

FUJITSU

Laserfiche
Run Smarter

 equitrac

 eCopy™

SafeCom.eu

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