

The Times, part of the global News Corp communications group, chose KI's successful 700 Series lateral filing and storage system when information access and retrieval was improved and extended recently. Records management consultants J.G. Regan Limited worked closely with the Facilities Team at The Times to identify ways in which a vast array of documents could be stored more productively.

The flexible KI system was selected because of its ability to provide customised solutions within a standard framework. Atlases, foolscap lever arch files, suspension filing, newspaper back issues and books of every shape and size are all accommodated within the KI system.

Retrieval times are significantly improved. KI supplied over 400 system units to The Times in a project which illustrates how 700 Series may be specified in a wide range of 'cabinet builds'. User friendly 'clip-fit' componentry allows an almost infinite number of combinations to provide both personal and team storage. Departmental mail boxes (with posting shelf), extra deep wardrobes and shallow drawers for videos and CDs are all catered for within the system.



The Times part 1



Aesthetically too, KI complement The Times pleasing interior scheme in their new offices. Seamless cabinet backs divide areas elegantly (saving the cost of screening) whilst finishes match corporate colours at no cost or delivery premium.

Location
Records Management Consultants
Product

London
J.G. Regan
700 Series Storage



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The Times recently moved a few yards. Culturally the change could be measured in miles. A total rationalisation of the Editorial Teams' working practices involved investment in IT and the ways in which information should be stored and retrieved. After an exhaustive survey of records management needs by independent consultants, KI's 700 Series lateral filing and storage system was chosen to provide coherence to a highly complex scenario.

Exponential growth and rapid change meant that The Times (part of the global communications and publishing group, News Corp) had outgrown its Pennington Street premises in Wapping, London. The move to the modern Times House building nearby allowed the specification of KI's flexible system to handle an unusually broad range of media.

Foolscap lever arch files, atlases, CDs, videos, suspension files, newspapers and books are stored in over 400 KI system units. Intelligent planning allowed The Times to reduce the number of system units initially anticipated, and significantly accelerated information retrieval times. Personal, local and group storage is provided rationally, thereby saving valuable floor space and enhancing productivity in a fast moving competitive market place.



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