

# Optiva Systems IT Services

**We will help your small or medium-sized business (SMB) work smarter, not harder.**

In order to achieve this essential business goal, we focus on 5 key areas:

CONSULTING  
NETWORK & SERVER SUPPORT  
COMPUTER SUPPORT  
WEB SITE DEVELOPMENT  
VOIP SERVICES

Our customers are SMBs in any industry. Read what some of them have to say about our IT Services:

## **Health Care:**

"What a relief to realize that competence, effectiveness and true understanding of your IT needs exists! We found 100% satisfaction with Optiva Systems. All of our IT problems were resolved fast and cost effectively with very easy communication and availability of Optiva technicians. We now feel confident that all of our IT needs will be managed with the highest level of knowledge and service available.

Thank you Optiva Systems!"

-Mark Mijnsbergen  
Owner  
**Hands On Center for  
Physical Therapy**  
[www.hocpt.com](http://www.hocpt.com)  
Plymouth, Michigan

Technology support is a critical function for every business in today's market. Optiva Systems takes the worry out of maintaining and supporting computers and other systems with their IT Services. In every project, you can count on our staff of knowledgeable support technicians to deliver the solutions to make your business operate more efficiently—with less overhead.

Let us ensure your systems are dependable so you can focus on your business. We will do this by integrating applications, email and Web browsers to provide a reliable experience that simplifies how people react with business processes and data.

## CONSULTING

Optiva Systems can help you evaluate your business requirements and goals to determine which IT solutions will help you get to where you need to be in the fastest possible way at the lowest overall cost.

Our expert professionals specialize in implementing solutions like:

- Exchange and Outlook Web Access
- Office and Windows Sharepoint Services
- Document imaging and management
- Customer Relationship Management

## NETWORK & SERVER SUPPORT

Optiva Systems brings decades of design, implementation and maintenance experience to your computing environment. We are a service provider for the major computer and server hardware systems (including UNIX). We know what makes them tick and how to tweak, tune and secure them.

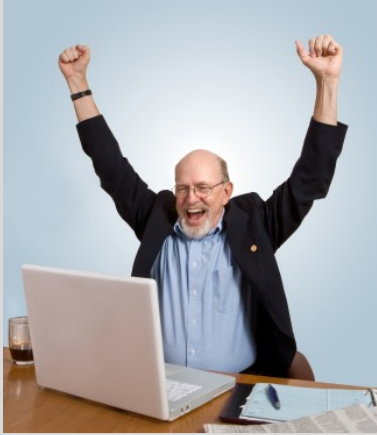
Our full range of network infrastructure solutions include:

- Firewall and security management
- Data backup and disaster recovery
- Account and system administration
- Server support
- Secure remote connectivity
- Data cabling
- Security updates, access management and support

Whether you have a large enterprise WAN or a small <5 user LAN; we can help you gain efficiency, take control and lower your costs.

## COMPUTER SUPPORT

Optiva Systems can help you protect and get the most from your PC or laptop. We offer special services to find and eradicate viruses, optimize your computer's operating system, install productivity



### **Manufacturing:**

"Since Optiva Systems became our service and maintenance provider for our antiquated PDGS CAD system, it has never run smoother or when there is an issue, they are always "Johnny on the spot".

Even before we had a contract, you came to our rescue when our server was down for a week on Unigraphics and our current service provider didn't know what to do. We couldn't have a better relationship with Optiva Systems."

-Lowell Kiester  
Director—Engineering Design  
**AM General LLC**  
[www.amgeneral.com](http://www.amgeneral.com)  
Livonia, MI

software, and upgrade hardware and operating systems.

Our computer support services also include:

- Acquiring computers and laptops
- Installing required operating systems(XP or Vista)
- Applying service packs
- Upgrading memory
- Setting up optimum settings & fine tuning operations
- Configure file and printer sharing
- And much more!

### **WEB SITE DEVELOPMENT**

Optiva Systems can take your online marketing to a whole new level with our Web site development and design services. Our team of experienced Web developers will listen to your needs and create a new site our enhance your existing site to bring you more business than you ever thought possible.

Our Web site development services also focus on the following areas:

- Content development and analysis
- Image attainment and placement
- Search Engine Marketing (SEM)
- Search Engine Optimization (SEO)

### **VOIP SERVICES**

Our Voice over IP (VoIP) services merge your business phones with your firm's high speed Internet connection. This method allows you to enjoy superior voice quality, powerful features and substantial savings.

We use a method that allows you to keep your existing Nortel phone system and still reap the rewards that VoIP has to offer.

## **Contact Us**

Please contact us for more information on our IT Services.

**CALL:** (877) OPTIVA-1 x225  
**EMAIL:** [info@optivasystems.com](mailto:info@optivasystems.com)  
[www.optivasystems.com](http://www.optivasystems.com)

Optiva Systems, Inc.  
23399 Commerce Drive, Suite B-5A  
Farmington Hills, MI 48335