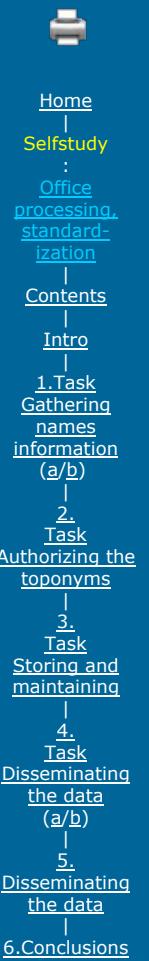


6. CONCLUSIONS

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- We looked at 4 aspects of Office Processing
 - gathering; authorizing; storing; disseminating
- Main message: we must be careful, accurate
 - "get it right the first time"
- We must develop a system of operating that fits our needs and resources
- We must distribute the information, not only collect and store it!

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