

J and J Business Solutions Ltd.

www.imagerefiners.com

Company Profile 2022

Jihan Andalib Zaman
Founder & Director

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OVERVIEW

In the age of technology, efficiency has become a key word as we have come to acknowledge the limitations of our resources. As a result physically visiting a store to purchase essentials and luxury items required regularly for a consumer or a corporation is becoming less and less popular. Rather, online order is the way to go.

Consequently, the first communication content which is the image of the product to be showcased on an online platform has become as important as the quality of the product itself. We, imagerefiners.com provide that exact service where our clients get the peace of mind of assured standard and contemporary product image showcasing as well as extraordinarily controlled prices.

OUR VISION AND CORPORATE MOTTO

Established to deliver leading-edge ubiquitous secure technologies, intelligent technical solutions, and consulting services to businesses, organizations, and governmental bodies, J&J Business Solutions Ltd. was founded with the vision to enable “secure access to any service, data and information anytime, anywhere”, providing its customers and business partners with robust, extensible and customizable security-enhanced solutions for information sharing, data exchange, services invocation, and communication.

CAPABILITIES

GRAPHIC DESIGN & LAYOUT

- Logo, Branding & Identity Design
- Report Design & Formatting
- Brochures, Flyers, Pamphlets & Newsletters
- Event Invitations & Programs
- Print & Web Advertisements
- Trade Show & Conference Materials
- Postcards & Direct Mail Design
- Custom Illustration & Info graphics

WEB DESIGN

- Wordpress Site Design & Customization
- Squarespace Site Customization
- Responsive HTML Email Design
- Social Media Graphics & Customization

ADDITIONAL SERVICES

- Copywriting, Editing & Proofreading
- Photo Manipulation, Color Correction & Editing
- 508 Compliance

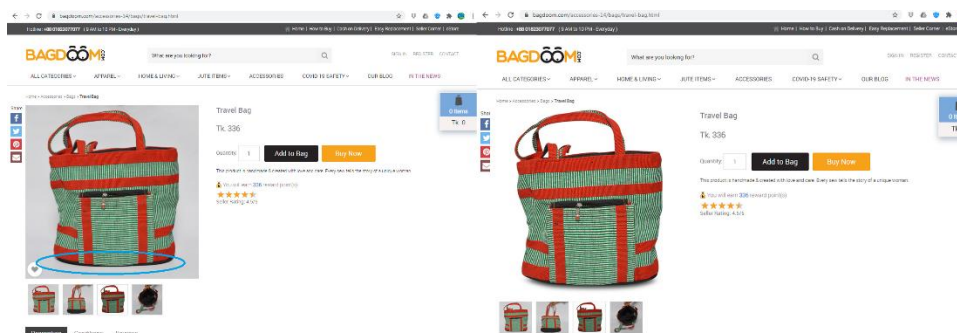
J&J Business Solutions Ltd. prides itself on creating quality design products and is able to complete Projects in a variety of computer programs and online platforms including Adobe in Design, Adobe Illustrator, Adobe Photoshop, Adobe Dreamweaver, Microsoft Word, Microsoft Excel, Microsoft PowerPoint, Word press, Square space, Mail Chimp, and Constant Contact.

OUR BUSINESS ACTIVITIES AND PROFESSIONAL SERVICES

J&J Business Solutions Ltd. activities and professional services can be summarized in the following categories:

Value addition (Visually) to make product look more attractive resulting in sales increase

<https://www.bagdoom.com/accessories-17/bags/travel-bag.html>

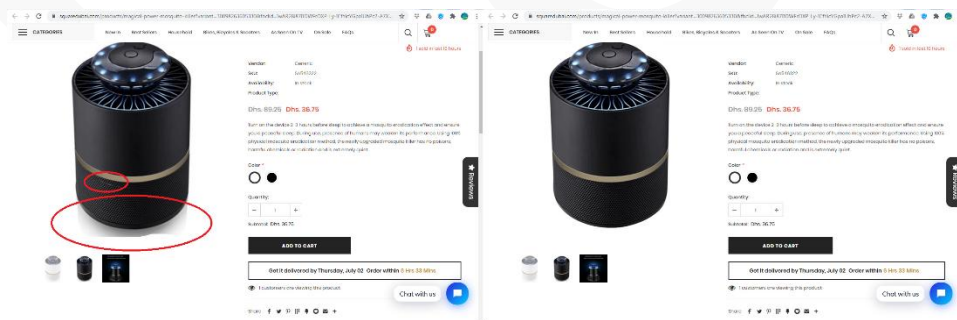


BEFORE

AFTER

Comment: Background has been removed, product is zoomed in a bit more, natural shadow has been created.

<https://squaredubai.com/products/magical-power-mosquito-killer? pos=1& sid=9e5ace237& ss=r&variant=30098263605330>



BEFORE

AFTER

Comment: Spots and distorted shadow has been removed

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Address 2: 256, Sultanabad, Rajshahi- 6100

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Email: management@imagerefiners.com

Value addition through managing order fluctuations and cost control

ORDER fluctuation

- We are charging based on number of images processed, so our clients are free from any kind of fixed costs.
- We advise our clients to keep a minimum number of images coming in so that we do not incur any losses for keeping our production people dedicated for the particular client
- We also advise our client to allow us a lead time if there is a possibility of unusually high number of images coming in

COST CONTROL

Image editing cost prices goes between \$10 to \$35 by the hour. Where as we, as a bulk image editing company can go down as low as less than \$1 per hour. The following costs are based on assuming \$.99 (@85 taka/USD) per hour which is one somewhere around 90% to 95% savings for you.

For example:

Assuming if 10,000 images are required to be processed per month, and 5 minutes required per image, expense can go as high as \$6,000 to \$20,000 whether you are keeping people in house or working with an outsourcing agency whose core expertise is not image editing.

Compared to this \$6,000 to \$20,000 expense from our experience with various clients, we can offer between \$1500 to \$2000.

PRODUCTION CAPABILITY

- 3000 images per day.
- 66,000 images per month.

RECRUITMENT POLICY

As our focus has always been the maximum possible quality at cheapest possible price hence increasing the value for our clients, we maintain the following policies:

1. We take the advantage of abundant young/energetic/educated manpower in Bangladesh which is present everywhere, in the cities as well as the villages. We have specially built training centers in the villages which allows us to pick and train highly motivated young people.
2. On the other hand for training and quality control purpose we only depend on people who are highly experienced in this field and has been working for at least 3 to 5 years.

Thus we are able to maintain a cheap yet overall a very quality resource pool to satisfy our customers' needs.

CLIENTS' INFORMATION MANAGEMENT AND SECURITY POLICY

We appreciate the sensitivity of clients' information. For this particular reason we maintain very strict client information management policy and all the employees of the company are abide by these particular rules and regulations and any employee who fluctuates from any policy, may be subject to legal action taken by the organization. Some system that we follow are described below:

1. Our whole office and work area is secured by CCTV system which is not allowed to be broadcasted for anyone other than the top management of the company.
2. No employee is allowed to bring/carry any portable/non-portable storage media devices other than their mobile phones.
3. USB ports in all PCs in the production area are blocked.
4. Each client is assigned an ID# and our team identifies the clients through that ID#.
5. We provide our FTP server for the client and the passwords of the FTP folder is changed periodically which the client is informed prior to change of the password.
6. Our FTP server has two folders **New Order** and **Processed Order**. All the new files are put in the New Order folder and when we finish the job, the

files are put in the processed order folder. The folder name is put in the format of **Day/Month/Year x No. of files**. For example if a job is completed on the 5th of May 2013 which includes 10 files then the folder name would be **5MAY2013x10** which enables clients to easily track their orders. However this system is customizable according to clients' needs.

7. Whenever a client sends any file through the FTP server or any other form of transfer, it is immediately transferred to our personal folders with clients' ID#.

Our production team completes the job and puts it in the assigned folder which is transferred to the FTP folder of the particular client in the above mentioned system.

8. For precautionary reasons we keep clients files for 1 month in a ZIP format and can be retrieved if the clients lose their files. Clients must instruct us if they want the process to be customized.
9. For security purpose clients' data are completely deleted after 1 month from our system. Clients must instruct us if they want the process to be customized.

CLIENT MANAGEMENT POLICY

1. General way of communication with client is Email/Telephone/Skype. Although we prefer email, however circumstance may arise where verbal communication may be necessary.
2. Generally production teams are assigned for medium to large clients, otherwise individual graphics designers are assigned to handle small clients.
3. Production team or individual graphics designers are never changed related to a particular client. The teams may be enriched or decreased in size according to clients' present demand.
4. Clients must give notice prior to 3 business days if they are to increase the average job flow by 50%.
5. Clients must give notice prior to 7 business days if they are to increase average job flow by 100%.
6. Clients can consult with us for large projects for us to allocate proper quality and quantity of human and non-human resources to meet the deadline.

PROCESS FLOW

The process flow of Image Refiners is fueled by the requirements of our clients. As soon as we get any job related to Clipping Path, Shadow, Neck Joint, Retouching, Photo to Cartoon Conversion, Color Correction etc., it is immediately sent to the assessment department which forwards it to our production team A or B or C depending on the complexity of the job. Once the job is completed, it is passed through three levels of quality control and finally delivered to the client.

