## **Applied Discovery**<sup>®</sup> A complete electronic discovery

service offering.

Consulting **Data Gathering Media Restoration Data Processing Online Review Document Production & Reporting** 

WHEN YOU WORK WITH APPLIED DISCOVERY, YOU HAVE THE ASSISTANCE OF AN ELECTRONIC DISCOVERY EXPERT EVERY STEP OF THE WAY.

resources or on-site.

computers, including

other storage medium.

### 1 CONSULTING

- > Expert technical and litigation preparedness consulting services required to navigate electronic discovery issues related to potential litigation or a government investigation, including:
- secure, comprehensive, and custom datagathering strategies,
- corporate technology assessment and burden analysis,
- document review management strategies,
- preparation for case conferences and examinations for discovery.

\_exisNexis®

For information about Applied Discovery, please contact Wendy Cole at wendy.cole@lexisnexis.ca or 1-800-668-6481.

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#### 2 DATA GATHERING 3 MEDIA RESTORATION

#### > Guidance for internal IT > Retrieval of information from backup tapes or legacy systems, from professional assistance to collect data from clients' standard email and word processing programs to network servers, desktop arcane systems and PCs, laptops, backup tapes, uncommon file types.

- handheld devices, and any > Proven, cost-effective strategies for narrowing the > Cost-effective strategies for set of potentially relevant
  - identifying, gathering, and documents. preparing only necessary information for review.

## 4 DATA PROCESSING

- > Electronic documents processed in industrystandard PDF format, with complete text and meta data preserved and indexed for search accuracy - no need for multiple software packages to review different kinds of documents.
- > Industry-leading capacity of 7 million pages per day, so documents are available for review in days, not weeks or months.
- > Flexibility to process more than 200 electronic file types from a variety of storage media.
- > Access to real-time status reports during data processing phase allowing unparalleled ability to track release progress by custodian or media type.



- > Key capabilities include annotations; redaction; customizable document folders; and automated Bates numbering and document branding.
- > Sophisticated search functionality to enable logical review of documents with numerous ways of searching and sorting the complete set of documents in the manner most useful to your case:
- within the context of an email conversation with email messages and attachments displayed in "parent-child" context;
- · sorted by meta data characteristics such as original author, address field (including to, from, cc, and bcc), date created, or document custodian.
- > An intuitive interface with "point and click" functionality, enabling even the least technical lawyer to become an electronic discovery pro with less than an hour of training.
- > Multi-party or multi-site collaboration with access to comprehensive web-based repository.
- > No hardware or software to purchase any authorized user can review discovery documents with just a PC and an Internet connection.
- > State-of-the-art security, including 128-bit SSL encryption with digital certificates, redundant managed firewalls, and advanced intrusion detection systems.
- > Advanced case administration features such as assignment of functional access rights, creating usernames and passwords, reports, and a wide variety of case management options and review rules.
- > Ability to review select file types in native format to reveal particular areas of interest, such as formulas in Microsoft® Excel® spreadsheets and embedded comments in Microsoft® Word documents.
- > Extensive duplicate document management options to ensure consistent coding and increase reviewer productivity by an average of 25 percent.

## $6 \underset{\text{\& REPORTING}}{\text{DOCUMENT PRODUCTION}}$

- > Production of relevant documents according to your specifications - in electronic or paper format:
  - files copied to disk;
- · files transmitted via an FTP site:
- · files exported for use with desktop litigation support systems;
- select file types produced in their native formats;
- · printed copies of electronic documents.
- > Create custom document schedules or other crossreference reports to suit the needs of your case.



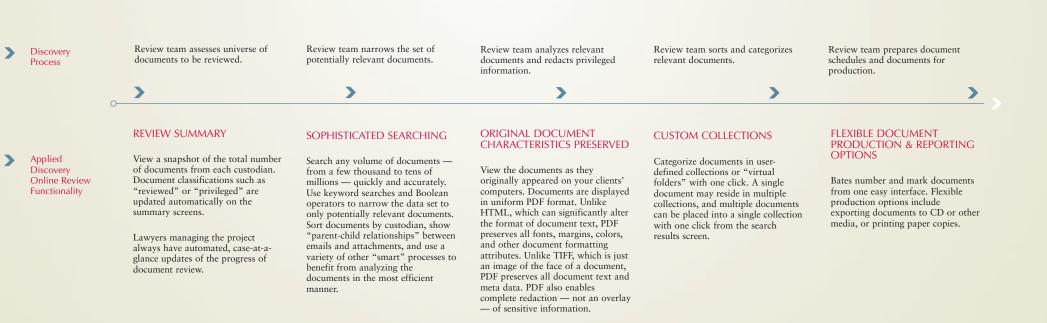
# Electronic discovery by lawyers, for lawyers.

Applied Discovery's Online Review application is the centrepiece of our service. Designed with our team of former practising litigators, our software focuses on the elements of document review that are most important in your work. In fact, we've interviewed hundreds of litigators in the past few years to ensure that the features and functionality of our Online Review application meet the needs of your cases.

Combining the industry's leading technology with the most comprehensive functionality means you can follow the discovery process you already know, while benefiting from the advantages of superior review tools.

Applied Discovery provides a comprehensive document review approach that is significantly less expensive than alternative methods of processing electronic data for review in litigation (including manual paper review processes and traditional "scanning and coding" services).

When you see how easy it is, you'll wonder how you ever managed discovery any other way.





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