

A complete electronic discovery service offering.



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.



4 ONLINE REVIEW

- > Display of disparate file types in a uniform PDF format. No need for multiple software packages to review different kinds of documents.
- > Key capabilities include annotations; redaction; customizable document folders; and automated Bates numbering and document branding.
- > Sophisticated search functionality to enable logical review of documents:
 - 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;
 - numerous other ways of searching and sorting the complete set of documents in the manner most useful to your case.
- > 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.

1 DATA GATHERING

- > Guidance for internal IT resources or on-site, professional assistance to collect data from clients’ computers, including network servers, desktop PCs, laptops, backup tapes, handheld devices, and any other storage medium.
- > Cost-effective strategies for identifying, gathering, and preparing only necessary information for review.

2 MEDIA RESTORATION

- > Retrieval of information from backup tapes or legacy systems, from standard email and word processing programs to arcane systems and uncommon file types.
- > Proven, cost-effective strategies for narrowing the set of potentially responsive documents.

3 DATA PROCESSING

- > Electronic documents processed in industry-standard PDF format, with complete text and meta data preserved and indexed for search accuracy.
- > Industry-leading capacity of 5 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.

5 DOCUMENT PRODUCTION & REPORTING

- > Production of responsive documents according to your specifications—in electronic or paper format:
 - PDF files copied to disk;
 - PDF files transmitted via an FTP site;
 - PDF files or TIFF images exported for use with desktop litigation support systems;
 - printed copies of electronic documents.
- > Privilege log reports or user-defined custom reporting to suit the needs of your case.





Our comprehensive service offering is designed to help you navigate the sometimes daunting world of electronic discovery. Because when you think about it, the process of discovery hasn't actually changed—only the storage medium and the review tools for the documents are different.

With this in mind, simply follow the discovery process you already know, but leave the tools and technology to us.

Electronic discovery by attorneys, for attorneys.

