

Extranets

Multi-Party Litigation and Deal Workspaces

- Secure multi-user access
- Enhanced client relationships
- Reduced operating costs
- Fast retrieval of documents
- Automatic disaster recovery

Save hours, cut costs and inspire client loyalty

With NetDocuments® from LexisNexis®, attorneys can now organize critical multi-party case or matter information in a secure, central place on the Web to share and collaborate. Documents and e-mail are filed in an online cabinet with folders and subfolders allowing legal professionals to create a personalized view of the relevant information related to a case or matter and make it instantly available for clients and co-counsel. NetDocuments from LexisNexis offers powerful full-text searching capability that allows searching across folders and cabinets for quickly locating the right information at the right time. Additionally, attorneys can brand the workspace with the firm's or client's logo and issue secure usernames and passwords with specific permissions for each member of the legal team.

Fully featured document management, search, version control, history, group scheduling, and collaboration services are all available through a standard Web browser. The features and tools necessary to make case and project collaboration a more organized and efficient process from start to finish are provided. You'll save countless hours on every case, cutting costs and inspiring client loyalty in the process.

Use intuitively and deploy quickly

Because NetDocuments from LexisNexis can be accessed using a standard Microsoft® IE Web browser, training time to learn NetDocuments from LexisNexis is minimal—usually less than an hour—for anyone who is familiar with use of the Internet.

- Opening and viewing documents, as well as editing and closing documents, are single-click processes.
- Store PDF images, Microsoft Word documents, e-mails, spreadsheets, URLs, or any digital file that you need to share.
- Capture information in several ways. Simply e-mail files into specific folders; import digital documents from your PC; create new documents directly within NetDocuments from LexisNexis or fax or scan paper documents directly to an online folder.

NetDocuments is not only easy to use, it's easy to deploy. Within 24 hours, you can be up and running with an extranet workspace to begin quickly organizing and collaborating with others.



A workspace provides a single view by matter, client or any other project to enable distributed teams of lawyers, paralegals, administrative assistants, clients and outside counsel to securely share and manage case files and other relevant information in an on-demand world.

"I post all my litigation documents on NetDocuments. By doing so, my clients have immediate access to their case materials online. Organizing my documents in virtual cabinets and file folders has enabled me to eliminate the need to maintain multiple sets of paper files. NetDocuments has helped us become more efficient case managers which in turn has helped us acquire additional work from new and existing clients."

—Daniel Blouin, Partner, Seyfarth Shaw

Collaborate across borders

NetDocuments from LexisNexis allows everyone on a team to stay in sync. Your team can search, review and organize documents from one single interface. Instead of sending documents via e-mail without security and control, why not “share it” with others and enjoy a full set of rich features to organize, manage and control your work.

Notification—With NetDocuments from LexisNexis you can notify others when changes have been made or documents viewed. The service maintains a history of who changed what and when, and you can maintain multiple versions of a document and create separate redlined versions for comparison by using the built-in track changes feature of Microsoft Word or using market-leading Workshare® DeltaView®.

Synchronization—By turning on the NetDocuments from LexisNexis “echo” feature, altered files are automatically saved to both the online repository and to your local hard drive. This not only improves performance but allows access to your documents while on the road or when the Internet is not accessible. Drop documents into an Auto Import Folder on your desktop or notebook PC and later connect to the Internet to have these documents synchronize back to your NetDocuments from LexisNexis repository and be made available to others.

Organization—Add notes and discussion threads on a particular topic. Cross-reference one document with another by linking the related documents together. NetDocuments from LexisNexis unites the people and the information to create a legal team that is more efficient, agile and productive.

“NetDocuments lets Paul Hastings share case documents with clients anytime, anywhere, through a private Web site. Documents can be accessed through the Internet securely and can only be accessed with proper authorization. With NetDocuments, our clients can manage their documents in a virtual file room environment without purchasing and maintaining their own Document Management System. NetDocuments eliminates time wasted on phone calls requesting documents and no time is lost circulating documents via e-mail or fax. Clients stay with Paul Hastings because of superior service. New technologies such as NetDocuments can greatly increase access to our legal expertise, make better use of our intellectual capital and establish more fruitful long-term client relationships.”

—Stova Wong, Chief Information Officer, Paul, Hastings, Janofsky & Walker LLP

Streamline Online Document Access And Review

Your legal team can search for and retrieve documents quickly and easily, thus enabling logical review of discovery documents. You can navigate large sets of documents by searching across folders without knowing how that information is organized or stored. Searches can be customized, saved, and stored as “categories” in the NetDocuments from LexisNexis repository. As categories, searches can be protected with access rights and filed in a folder or added to the case home page. Documents can also be sorted by meta data characteristics (profile fields) such as original author, name of outside counsel, date created, unique document number, and any other method of searching and sorting the complete set of documents proven to be most useful to your case.

Hosted Service With 24/7 Support

We provide the hosting and management of the software and servers to run the application and make it available via a Web browser. What this means to you is that you don't need to buy any software or server hardware. An authorized user can access NetDocuments with just a PC and an Internet connection. You automatically get the latest software updates and the service is always on, 24x7. And since the hosted data center is managed with the expertise of LexisNexis, you get unparalleled mission-critical performance, security and reliability with redundant managed firewalls and advanced intrusion-detection systems. All this effort happens behind the scenes so your legal team can spend more time on what you do best.



For more information about NetDocuments from LexisNexis, contact your LexisNexis® account representative or visit:

www.lexisnexis.com/netdocuments