



CLICK. LOAD. REVIEW. GETTING STARTED IS THAT EASY.

Concordance[®]

Concordance[®] discovery management software has always been powerful. And now, it's simpler to use.

When only an estimated 10 – 15% of the information you receive is relevant to your case, how can you identify responsive data during discovery? And when most of your information comes in the form of PDFs, how can you quickly get them ready for searching, review and production? You can accomplish both objectives with new simplicity using the latest version of **Concordance discovery management software**.



Email:

concordancesales@lexisnexis.com

Learn more:

www.lexisnexis.com/litigation-concordance

Reduce the complexity of discovery management

Used by more than 70,000 litigation support professionals, Concordance provides an effective, cost-efficient way to manage and review the high volume of documents generated during litigation—scanned paper, email, PDFs and other ediscovery.

- Search, review, organize, produce and share
- Review foreign language documents
- Manage email and electronic documents
- Maximize scanned text generated via optical character recognition (OCR)
- Access information from anywhere
- Share data with other industry-leading applications
- And much more

Viewing your documents

The **Concordance® Native Viewer** add-on tool enables you to perform near-native review and native document redaction, produce color or grayscale productions, perform bulk printing and use advanced production capabilities.

“Concordance has made a major difference in how we review documents. We use Concordance daily because of the simplicity and ease of use.”

—Geneer M. Johnson, Senior Paralegal, Consumer Protection & Fraud, Delaware Attorney General’s Office

The latest enhancements

LexisNexis is committed to simplifying Concordance capabilities—all based on feedback from customers. Here are just a few of the latest updates:

Load e-documents like PDFs into Concordance with just a few clicks.

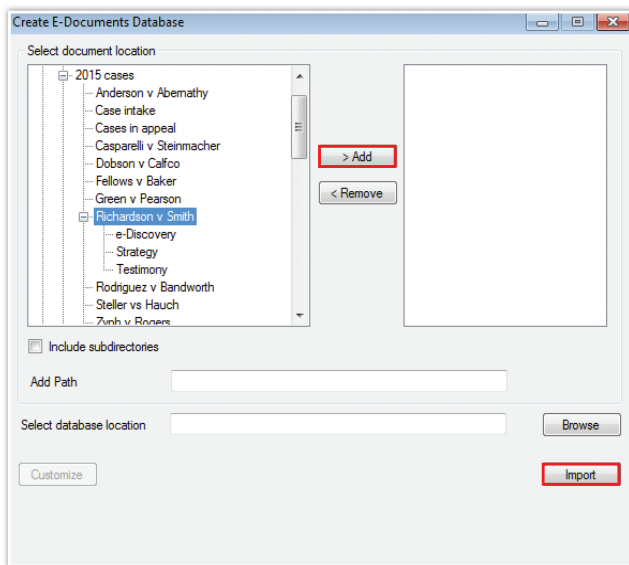
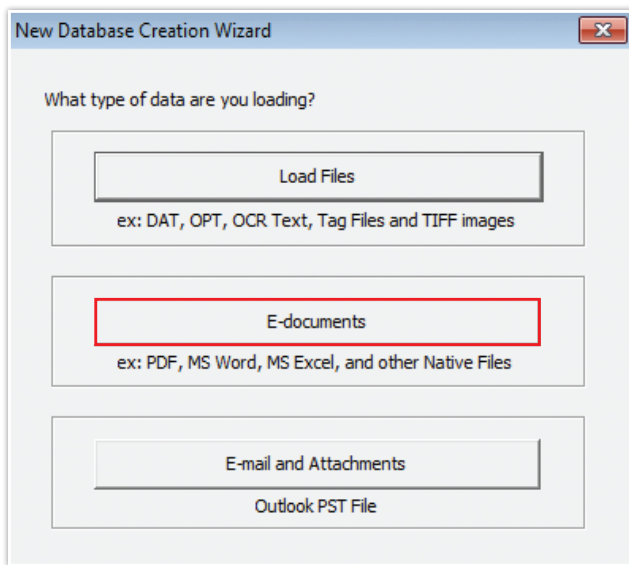
- During import, Concordance automatically performs optical character recognition (OCR), turning images into text in your PDFs for review
- Importing is significantly faster than ever before, and you can scale to increase performance, making the most of your computer resources.

Quickly add individual e-documents or folders containing e-documents to your database using the simple drag-and-drop appending feature.

Just drag and drop to organize folder structures based on your tags (e.g., keeping confidential documents together or organizing by exhibit number, witness list or review category).

Create native file productions. Documents with excluded file types are still viewable as placeholders for your reference.

Use keyboard hotkeys/shortcuts in Concordance Native Viewer to perform tasks like copy, paste, undo, rotate, move to the next or previous page and more—no need to move your hands away from the keyboard.



Importing e-documents into a Concordance database is simple. Just select **E-documents**, then specify your document and database locations. Click **Import**, and Concordance does the rest.

“ Concordance revolutionized the legal world as much as the Internet has revolutionized society. ”

—Jamie Ly, Paralegal, Jones, Bell, Abbott, Fleming & Fitzgerald L.L.P.

Collaborative case analysis and organization

A highly intuitive user interface delivers easy navigation, resulting in greater efficiency and improved case organization:

- Single search, review, annotation and organization features help save time as they are all accessible on one screen
- Statistics allow you to easily manage the preview process and see when changes were made to document tags (e.g., additions, deletions) and by whom
- Multi-level subject foldering allows users to organize their tags in hierarchical groups for ease of review and categorization by public or private

Streamlined ediscovery

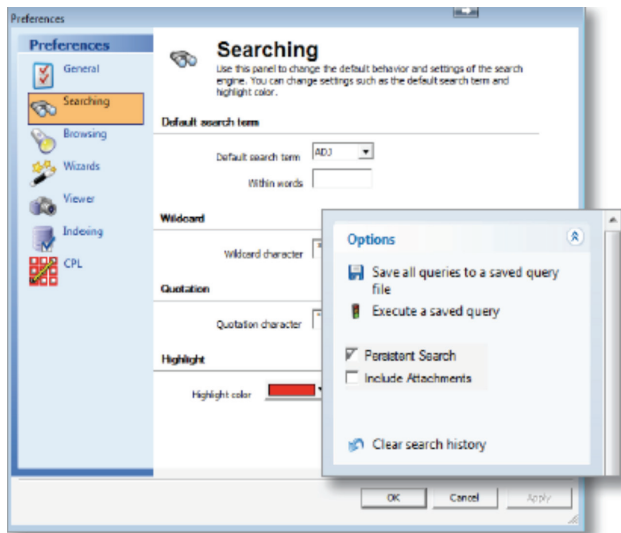
Import, search and organize email and other electronic documents quickly and accurately:

- Send scanned paper documents and electronically processed files directly from LAW PreDiscovery® software to Concordance discovery management software for more detailed review
- Email and document wizards make it simple to import e-documents—and keep the original formatting, metadata and hyperlinks to native documents, as well as parent-child relationships between email and their attachments
- Use enhanced, built-in Find Attachment features to gather related parent and attachment documents in a database based on the fields containing the attachment information for an active query.
- Rely on Sticky Zoom and Sticky Rotate settings in Concordance Native Viewer to change scanned spreadsheets to landscape at your desired magnification and retain that view even when you navigate between records.
- Easily change the order in which specific fields appear to you in the Edit view for all records in the database.

Fast document searching

Concordance software includes one of the most powerful and intuitive search engines in litigation, so you can pinpoint key evidence with confidence:

- Locate key documents or hard-to-find evidence and quickly find any word, phrase, date, email address or document type with simple search technology
- Perform Boolean, fuzzy, wild card and relational searches, as well as concept searches that are available with third-party integration
- Get persistent hit highlighting in the document data view when you run a Persistent Search query using the Quick, Simple, Form or Advanced Search feature. Your search remains active and provides highlighting on an ongoing basis.
- Save and re-run searches on up to 128 databases simultaneously
- Automatically include attachments when searching
- Pinpoint hard-to-find evidence using advanced search techniques and a simple fill-in-the-blank form
- Transform jumbled, misspelled OCR and coded text into valuable, searchable data with the innovative synonym builder



Easily select options for Persistent Search and hit highlighting in the document data view.

Large capacity

Sizable database capacity makes importing and managing volumes of electronic data and scanned OCR text pain free:

- Concordance software accommodates 12 megabytes of data (approximately four copies of Tolstoy's *War and Peace*) per field
- It handles more than 33 million records per database and can search more than 4 billion records at one time

Foreign character language support

Take on multinational cases with Unicode™ foreign character language support. Easily work with documents in Chinese, Russian, Japanese, Arabic, Korean and Greek, as well as many European languages.

Flexible reporting

Produce formatted, customized reports for fact review and trial preparation:

- Report Wizard creates numerous reports—privilege logs, Q&A sets, annotations, production history reports and more

“Concordance is so easy to use and gives me the ability to be efficient when reviewing discovery documents.”

—Deborah Norvold, Senior Paralegal, Snyder & Brandt, P.A.

FYI™ extends the power & reach of Concordance software

Are multiple parties working on your case? Concordance® FYI™ helps you collaborate in real time to find facts and analyze with precision. It's designed to go beyond the desktop and onto the Web, giving you control and flexibility to grant access to a document reviewer, your client or an expert as needed.

- Same environment, no learning curve: Authorized users can access a remote database as easily as if it were stored on their PC or local network.
- Easy setup and administration: FYI software is maintained from a central server location. There's no need to configure individual desktops.
- Increased collaboration: Remote offices, co-counsel, clients and expert witnesses can collaborate and review evidence in real time without sacrificing the integrity of case data.
- State-of-the-art security: Case data is fully protected while being shared internally and externally.

System Requirements

- Microsoft® Windows 7; Windows Server® 2003; Windows Server® 2008 SP2; Windows Server® 2008 R2
- Pentium® 300 MHz or higher processor
- 128 MB of RAM
- 50 MB of available hard disk space
- 800 x 600 display, 256 colors
- Appropriate language packs installed
- Computer should also meet the suggested requirements for the operating system being used

“Concordance, in comparison to other competitors on the market, is a very powerful software program giving me confidence in the stability of my databases. Additionally, I have found this software very user-friendly even for users new to databases. One of its most powerful features is the ability to search multiple terms which can then be combined to narrow down search results to a manageable number. The timesavings this affords me in finding relevant documents is invaluable.”

—Judy Smith, Paralegal, Winstead PC

Download a complimentary trial!*

Go to www.lexisnexis.com/concordance-downloads

to download your trial of Concordance today.

For more information, call [800.421.TEXT](tel:800421TEXT) or email

concordancesales@lexisnexis.com.

Concordance is part of a comprehensive range of LexisNexis® litigation solutions that work together, helping you achieve success from early data assessment to discovery, depositions and presentations. For more information, go to www.lexisnexis.com/litigation-concordance.

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