

White Paper

Documill Visual Search – Enhance Your e-Discovery Experience

Background

Dec 2006 amendments to the Federal Rules of Civil Procedure (FRCP) put a lot of pressure on companies to seriously prepare for possible litigation situations.

One highly regarded financial institution failed to include 7,000 e-mail messages as part of its discovery order.

This institution was hit with \$1.58 billion judgment (reversed several years later) along with a multi-billion dollar fine from a regulatory agency.

Despite the reversal of the judgment, the damage to its corporate reputation remained..

For many organizations, the growing impact of legal litigation is rapidly becoming one of the critical issues facing business. Organizations are confronted with significant risk, fines and negative public exposure should they lose or mishandle electronic evidence for a case. Companies have to prepare for possible litigation situations, and pre-emptily prepare for the worst.

As electronic information and communication are exploding in usage, compliance and discovery requirements are demanding increased discipline in retaining, tracking, discovering and managing all electronic information. Despite ever-increasing volumes of corporate data, organizations must be able to identify, collect, process, review and present all the relevant electronically stored information for any possible litigation demands, all within required timeframes.

Compliance in litigation discovery – e-Discovery requirement has become a significant cost factor for large corporations. According to Gartner Group, the average cost of defending a corporation lawsuit easily exceeds \$1.5 million per case, with 20-30% of that being internal and mostly IT-related. By selecting the right tool for e-Discovery and by tying that to an information life cycle management strategy, companies can save a ton of money and time.

e-Discovery Requirements for an Organization

If a non-U.S. organization is named in a U.S. civil lawsuit, it must comply with these requests as if the company was based in the U.S.

To be prepared to handle current and future litigation demands, organizations must address the following key questions:

- Is the organization prepared to comply with the rules of e-Discovery?
- Can the organization identify and deliver all the emails and documents requested if a lawsuit becomes a possibility – even if those emails and documents go back several years?

- Can the organization discover and produce this information quickly enough?
- How can the organization successfully navigate the e-Discovery minefield, avoiding the fines, sanctions and inevitable damage to corporate reputation?

This means organizations need to have a powerful and proven infrastructure to manage and archive electronic information, and to automate the e-Discovery process through identification, preservation, collection, processing, analysis and export of electronically stored information.

Defining e-Discovery Strategy

To prepare for e-Discovery challenges, organizations need to consider how tackle following areas in order to keep e-Discovery under control:

1. Define tools to effectively locate, access and automate the collection and processing of electronically stored information from several diverse sources including, but not limited to e-mail servers, file shares or personal computers, as well as image and fax archives.
2. Define how to securely handle records management and storage, advanced search, discovery, classification, content analysis and business process management.
3. Automate records management life cycle process and initiate a compliant legal discovery process with effective legal holds, preservation, tracking and timely destruction management.
4. Automate and audit legal discovery processes and help organization to manage its litigation response as a documented, measurable, repeatable business process.
5. Support e-Discovery needs with automated e-mail archiving. E-mail often contains vital evidence for either the plaintiff or the defendant.

Documill Visual Search complies with the Relevancy Demand

When complying with e-Discovery requests, organizations must collect only relevant information and thus avoid unwanted data exposure along with extended and costly review cycles. Without proper processes and methods like consistent retention schedules and fast content screening, organizations could be required to turn over all relevant non-privileged information requested, even though it could and should have eliminated and destroyed the information potentially years earlier.

Documill Visual Search is new, innovative enhancement product that extends

The average cost of defending a lawsuit exceeds \$1.5 million per case, with 20% to 30% of that being internal and mostly IT-related.

By selecting the right technology for e-discovery and by tying that to an information life cycle management strategy, companies can save a ton of money and time.

IDC estimates that 40-70 % of the information provided as part of the e-Discovery process should have been eliminated as part of corporate retention plan.

By implementing an e-mail management technology solution tightly coupled with e-Discovery technology, organizations could save 50-70 % of its outside legal services costs for preparation, review and analysis.

the e-Discovery capabilities of record management and search solutions. Documill’s innovative technology offers dramatic improvements in the speed with which attorney's can pinpoint documents and records that are relevant to a legal action. Visual Search enables documents and records to be reviewed 10x faster than before.

Documill Visual Search offers dramatic improvements in document reviewing through its innovative preview technology which brings the reviewer to the most relevant page in the document immediately. This mitigates the need for the reviewer to download, open, and manually search through the document one-by-one.

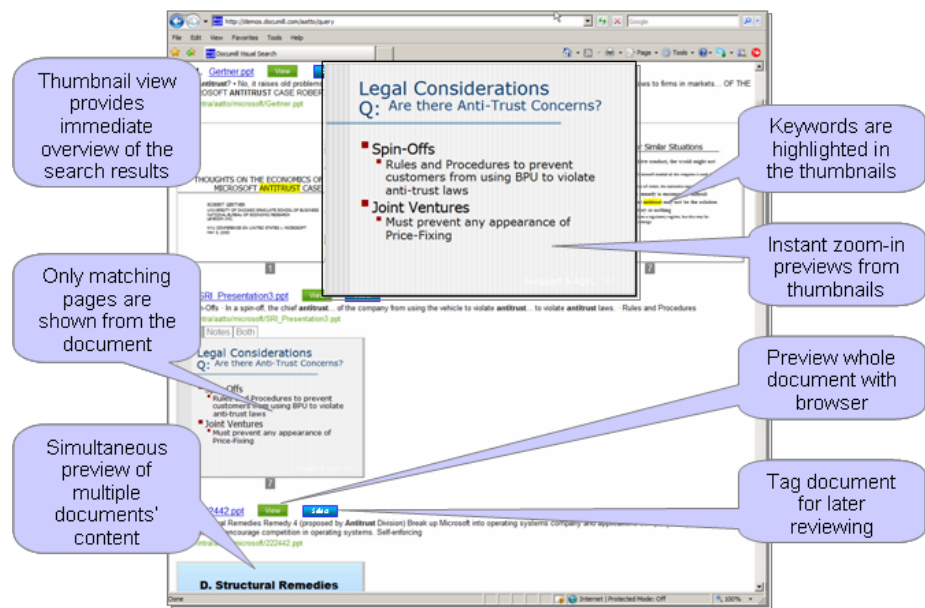


Figure 1. Visual Search speeds up relevancy verification and document tagging

Key Features of Documill Visual Search

1. **Integration to Record Management** – Documill Visual Search extends the core search capabilities of any Enterprise Content Management solution with visually enhanced e-Discovery capabilities.
2. **Page Previews** - Reviewers can save hours of time normally spent on downloading and manually searching through documents. Documill Visual Search instantly provides the reviewer the most relevant pages with keywords highlighted within visually accurate page previews.
3. **Concurrent document processing** – With Documill Visual Search reviewers are able to screen several documents at the same time and thus speed up the review process significantly.
4. **Entity Extraction** – Documill Visual Search can be customized to allow reviewers to tag documents with META data based in initial visual screening. This helps sorting out those documents which are not

relevant to the e-Discovery request.

5. **Leverage existing platform investments** – Documill Visual Search manages the last mile between the content reviewer and e-Discovery solution by providing next generation user interface to quickly access relevant content.

Solution Summary

Fast, often pre-emptive litigation response requires corporations to manage e-Discovery process as part of standard business processes to achieve, sustain and prove compliance to current official regulations and electronically stored information availability demands.

With Documill Visual Search corporations can significantly lower operational e-Discovery costs by increasing the productivity of content reviewers, speeding up the whole e-Discovery process and getting organization's core processes ready prior serious e-Discovery needs emerge.

About Documill, Inc.

Documill is an independent software vendor (ISV) offering software solutions for enabling Visual Search, browser-based access to Microsoft Office and PDF documents and server-side content processing for dynamic filtering and ad insertion needs.

With core competencies in server-side enterprise document processing, Documill offers its software solutions to enhance the functionality and user experience offered by existing Enterprise Search (ES) and Enterprise Content Management (ECM) solutions.

Documill's core personnel has worked together in various software ventures since mid nineties, forming one of the most experienced team of digital media innovators in Finland. Coupled with globally unique enterprise document processing capabilities, Documill actively partners with enterprise search players like Microsoft and IBM.

Documill is headquartered in Finland, one of the most technologically advanced countries in the world.



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