

Managing Multiple Matters, and Reusing Data, with Ringtail®

The need to efficiently manage multiple matters and the corresponding e-discovery obligations for each matter can be a challenge for corporate legal teams and their trusted advisors. The traditional e-discovery process revolves around a single matter, each requiring the IT intensive tasks of collection and processing, the expense of document review and the time pressured stress of delivering exacting productions. And for most corporations this process begins anew with each matter.

But the reality is that the same custodians and information are frequently needed in multiple matters. The unfortunate result is unnecessarily repeating costly steps in the process and an inability to leverage valuable work product and information from one matter to the next.

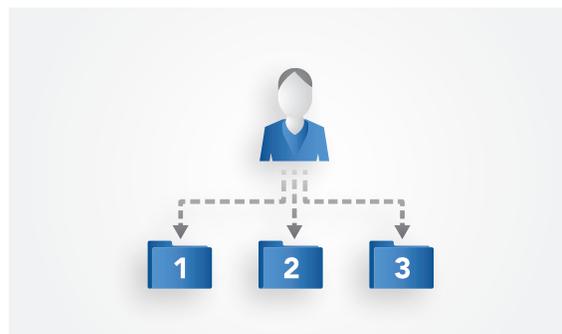
With support for more than tens of millions of documents in a single repository Ringtail enables clients to manage collected information for multiple matters while also controlling the unique requirements for each individual matter. Collect, process, review and privilege code only once, and then reuse the information when new matters arise. Matter-appropriate documents are easily identified and accessed when a new matter begins without the need to collect and process again. Potentially responsive information identified in the repository is migrated to a matter-specific Ringtail casebook for review and production. All attorney work product and relevant metadata is stored in Ringtail for future use, reducing the overall time and expense associated with electronic discovery. Plus, legal teams can propagate previous privilege coding decisions; dramatically reducing the risk of producing privilege docs as well as avoiding the costs of a dedicated "priv review" phase as new matters arise.

This enables companies, and law firms managing multiple matters for a single client, to:

- **Eliminate cost:** Collection, processing and privilege review are only done once for key custodians and data sets as they are involved in e-discovery.
- **Reduce data volumes:** Global de-duplication and e-mail thread-deduplication quickly removes unneeded data.

"87% of Fortune 1000 companies manage more than 100 legal matters at any one time."

2011 Advice from Counsel survey and report, by Ari Kaplan, Ari Kaplan Associates



Custodians and information are frequently needed in multiple matters.

- **Conduct early case assessments (ECA):** Ready access to all data enables better and faster analysis and case strategy using Ringtail's Analytics suite.
- **Save time:** Get a jump start on matters without the need to collect, process and review for privilege.
- **Improve consistency:** Privilege coding decisions are consistent across all matters.
- **Leverage attorney work product:** See the history of how key documents were coded in similar cases and use them to reduce the time required to review new, uncoded documents.

Additional Ringtail functionality helps clients more effectively manage large litigation portfolios. This includes global deduplication across the complete data set, more precise deduplication specific to particular cases, global searching across all matters, comprehensive audit trails as well as secure and role-specific access to internal and external legal teams. Plus, Ringtail and the matter-specific casebooks can scale to handle any-sized legal portfolio.

About Ringtail

Ringtail provides a complete e-discovery solution that combines case management and document review in a single platform. This includes powerful data analytics and visual review tools that dramatically increase the productivity and efficiency of legal review. For more information on how Ringtail can help your company manage multiple matters more effectively, please contact FTI Technology.

For More Information

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FTI Technology helps clients manage the risk and complexity of e-discovery. We collaborate with clients to develop and implement defensible e-discovery strategies with keen focus on the productivity of document review. Our complete range of offerings, from forensic data collection to managed document review services, provides unprecedented flexibility to address any discovery challenge with confidence. Our clients rely on our software, services and expertise to address matters ranging from internal investigations to large-scale litigation with global e-discovery requirements.