

Autonomy iManage – The Leader in Intelligent Information Management Solutions for Law Firms

The legal market is strategically important to Autonomy. Over the last 15 years, Autonomy iManage has studied and analyzed the unique needs of the legal industry and is now leading the legal market as the gold standard provider of solutions for managing content. Over 1700 law firms worldwide leverage Autonomy iManage products to improve internal processes, leverage organizational knowledge to ultimately improve client service, enhance productivity, competitiveness and profitability.

The Changing Practice of Law

Information is the lifeblood of a law firm. Lawyers face an ever-growing onslaught of information that they need to understand and manage. This onslaught presents firms with a multi-dimensional problem involving documents, email, audio and video, as well as client information related to eDiscovery. Lawyers now need to work on matter teams that span disparate geographies and time zones, while simultaneously meeting a mandate to reduce cost structures related to internal operations. At the same time, clients are pushing for improved online access and higher levels of service, as well as pressuring attorneys to reduce the costs. All of these demands are against a background of increased risk in the practice of law, where many firms are now viewed as a deep pocket when business dealings go wrong (Example Refco \$110 Million dollar malpractice law suit), and also as a source of potentially incriminating information against their own clients. As a result, many law firms are now responding to a barrage of eDiscovery requests against their own internal content, while still working to maintain and grow their general practice of law.

Additionally as corporations look to contain eDiscovery cost and risk, they look to Law Firms for eDiscovery and information governance best practices and the optimal use of technology like Autonomy's end-to-end eDiscovery suite.

Transforming the Approach to Managing Content in Law Firms

To stay competitive, while managing the pressures of increased risk and the inevitable impact on productivity and client service, law firms now need an intelligent and comprehensive approach to organize, find and govern all content across the firm. Understanding that traditional point solutions are not designed for today's data volumes, user expectations or global workforces, Autonomy iManage has taken a different path.

By using the IDOL platform to provide continuity throughout its entire legal-specific solution set, Autonomy iManage has transformed the approach to managing content. Lawyers now have the tools to perform at the highest levels of efficiency and effectiveness, with a user experience tailored to the specific working practices of law firms. Through the power of IDOL, Autonomy iManage makes it possible for firms to consolidate training efforts and to significantly reduce infrastructure complexity and cost, while also providing unparalleled performance and reliability. IDOL also brings the unique ability to use meaning-based computing, which makes conceptual and contextual understanding of electronic content possible. This means that Autonomy iManage's technology is able to help firms and lawyers to automate the processing of many manual tasks and consequently improving productivity and client service.

Organize

Autonomy iManage enables lawyers and staff to organize all critical content around a matter, including work-in-process documents, Electronic Stored Information ("ESI"), email, images, audio, video, and physical records. Email, documents, audio, and video content can be filed into electronic matter files called Workspaces. All Electronically Stored Information can be processed, reviewed and produced to enable lawyers to effectively litigate their cases. Physical files and other objects can be labeled and tracked throughout the organization.

A Growing Trend – The Role of eDiscovery Practice in Large Law Firms:

A recent survey of large law firms indicates that over 1/3 now have a practice group dedicated to eDiscovery and many others have developed a cross-practice group team to manage eDiscovery processes. This reflects the importance and complexity of eDiscovery. In a similar trend, many corporations have begun the process of appointing national eDiscovery counsel to provide a consistent approach to how eDiscovery should be handled across their litigation caseload.

Autonomy is the only vendor that offers a complete set of tools for litigation hold, early case assessment, processing, review and production, whether hosted or installed behind the firewall. This complete toolset enables ESI to move seamlessly through the complete lifecycle of a lawsuit or investigation.

“Our lawyers are among the best in the World and it is imperative we empower them with the tools that maximize their effectiveness and productivity”.

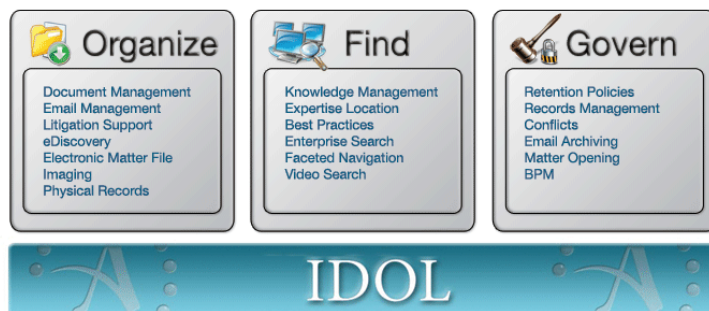
— Managing Partner Magic Circle Firm



Lawyers, staff and clients can collaborate on the creation and editing of documents using a complete set of document management functionality, including version control, security and audit trails. Email can be easily organized through a variety of mechanisms including drag-n-drop, send and file, suggestions, or by linking folders in the user's inbox to corresponding electronic matter files. The contents of the electronic matter files are accessible to users in the office or on the road, through desktop, web, offline and mobile interfaces.

The web interface allows the electronic matter file to extend beyond documents and email to include rich collaboration activities such as tasks, events and notes. Additionally, this interface enables firms to support rich extranets, intranets, and portals. An extranet provides another vehicle to collaborate with clients and increase the value of the relationship. Electronic matter files can also be accessed through any enterprise portal, which is important to firms with these initiatives.

Lawyers have the ability to manage the ESI for a matter from the earliest moment in the case through the trial. With the capabilities to handle both linear and non-linear review, email threading and sophisticated de-duplication, the responsible lawyer can craft a review strategy that fits the needs of the litigation.



Over the last 20 years the practice of law has changed due to the increase in content around a matter. The amount of correspondence has increase 100x as we moved from letters to email. The greatest impact has been the explosion of information due to eDiscovery.

– Partner Law Firm (browning)

Find

Search is a core capability required by lawyers to enable them to leverage past work product, to understand activity occurring in a matter, to provide timely and accurate responses to client inquiries, and to enable eDiscovery processes. For search to be effective today, the search engine must work with a comprehensive variety of data sources and must enable lawyers to intelligently navigate large result sets to quickly find information and relevant resources. Autonomy iManage brings the most advanced enterprise search engine to law firms, with the widest available array of connectivity to both internal & external sources and sophisticated ways to cluster, visualize and view results. Through the power of Autonomy IDOL, lawyers are able, through a single search access all of their content, whether internal or external.

As firms have grown larger, the challenge to find the person with the right expertise for work on the matter, or to help in new business, has dramatically increased. Through the power of IDOL, the information in electronic matter files, emails, customer relationship management and practice management systems can be mined using advanced analytics to find the right expert.

Enterprise search provides the ability to spotlight and promote important know-how and best practices documents. This empowers the practice support lawyers to ensure that practicing lawyers are using the most up to date and relevant content and, on a broader scale, facilitates knowledge management practices that have been historically difficult to implement and manage.

Enterprise search can aggregate content from disparate sources (including time and billing, CRM, external news, document, email, etc.) to provide lawyers with a consolidated 360 degree view of a matter or client. Lawyers then have a single place to obtain an understanding or overview of the firm's relationship with a client and pertinent transactions in a particular matter.

Govern

Autonomy iManage provides a comprehensive set of tools to govern information and manage business processes throughout the life of a matter, including new business intake, conflicts, retention, real time monitoring for breach of internal policies, ethical walls, and litigation holds. A centralized retention policy engine enables the firm to define policies that fit the needs of its different practice groups, by allowing retention policies to be applied at the matter, file part or even single document level, once a matter has been closed. The business process management component of the solution allows for the design, implementation and management of processes that minimally include opening matters, routing of opinion and audit letters, and closing out matters.

The ability for law firms to search the hundreds to thousands hours of recorded audio and video from CLE provides lawyers a new source for legal research. Many of these CLE videos provide valuable best practices that have not been captured in writing.

— Joshua Firman, General Counsel I13

“The ability to leverage a single infrastructure to power enterprise search, email archiving, email management and document management is powerful but then to extend infrastructure with the ability apply litigation holds and respond to third party subpoenas is truly extraordinary”

— Large Firm CIO

In case of subpoena, investigation, or litigation, a complete litigation hold can be put into effect, which includes giving notification of the hold to the appropriate custodian, identifying relevant content and collecting it into a central location or hold-in-place. Once the data has been collected, the office of the general counsel can examine it for potential liability, cull it, and then export it into a full review application.

Autonomy iManage differentiators include:

- *Single platform that can address the full spectrum of a law firms critical information management needs;*
- *Only vendor to offer entire spectrum of eDiscovery and information governance needs;*
- *IDOL brings key conceptual advances to the legal information management market with its ability to understand the meaning of information;*
- *Autonomy iManage can now link 1,700 law firms with the data inside 17,000 corporate clients using powerful, familiar tools and for the first time, providing outside counsel with the ability to access and analyze corporate information in-place for a case;*
- *Massively scaleable, fault tolerant and designed for high performance across globally distributed data repositories;*
- *User experience designed for ease of use and unique needs of knowledge workers;*
- *Seamless integration across all user touch points including desktop, Microsoft Office, email, web, imaging, mobile and offline workers;*
- *Largest ecosystem of legal specific product integrations in the market*

Autonomy iManage Intelligent Information Management Offerings for Legal

The Autonomy iManage complete solution for the legal industry includes:

Autonomy WorkSite – Document Management, Email Management

Autonomy WorkSite is a complete product suite to organize, find and secure email and documents within an electronic matter file, which can be shared both internally and externally. WorkSite offers a rich set of desktop, web, offline and mobile interfaces and advanced email management capabilities enable the effective organization of email.

Autonomy WorkSite Records Manager – Retention Policy Management for Electronic and Physical Records and Physical Records Management

WorkSite Records Manager provides the ability to manage retention policy, organize physical content as well as apply retention to content stored in WorkSite and physical records.

Autonomy IDOL Universal Search – Enterprise Search for Law Firms

IDOL Universal Search for Law Firms provides enterprise search that is tailored to the needs of a law firm out of the box. IUS provides a comprehensive set of connectors built for the legal industry. Practice Support Lawyers can tune IUS to serve the needs of a firm's different practice groups.

Autonomy Enterprise Archive Solution (EAS) (Email Archiving)

Autonomy EAS augments the functionality of WorkSite by addressing unorganized and un-filed emails in a users inbox. EAS imports and centralizes any “leftover” content for retrieval and governance purposes, while also significantly reducing the load on Exchange Servers. EAS uses Single Instance Storage for all stored content.

Aungate Investigator & ECA (Early Case Assessment)

Aungate Investigator & ECA enables legal teams to determine their likelihood of success in court by applying advanced analytics at the very outset of the litigation process. The system takes petabytes of ESI and intelligently filters and culls the data to quickly gain visibility into the information contained within massive data sets.

Aungate Legal Hold

Aungate Legal Hold is the only available end-to-end software solution for the office of the general counsel to automate identification, notification, preservation, and collection processes across all enterprise repositories including the archive, desktops and laptops for all data formats, as well as voice, email, IM, applications and databases.

Introspect or Discovery Mining – Process-Review-Produce Electronically Stored Information

When it comes to the needs of working with client's electronically stored information, Introspect and Discovery Mining provide complete solutions for process, review, and production of electronically stored information. These capabilities are offered as both hosted and inside the firewall solutions.

Liquid Office – Business Process Management

The Cardiff suite of business process management software enables firms to manage critical processes such as matter opening and closing, audit letters, and opinion letter approvals. The software facilitates work with both paper and electronic forms and is accessible through a web browser and mobile devices.

Autonomy iManage Technology Underpinning

Meaning based computing

At the heart of Autonomy's intelligent information management, governance and eDiscovery software is the Intelligent Data Operating Layer (IDOL). IDOL forms a conceptual and contextual understanding of all electronic information – structured and unstructured and enables computers to process information like humans do by reading, watching and listening to it. We apply this understanding to help lawyers more efficiently and effectively manage email, documents, find the right precedent or review a eDiscovery collection. IDOL is the common platform for all Autonomy Information Management, governance and eDiscovery products.

Human centric design

Core to the successful adoption of any application that touches an end user is the user experience. This is particularly true today where the user is forced to manage and process significantly larger volumes of information. Delivering an optimal user experience requires a keen understanding of how users interact with content, delivering the capabilities that the user needs in a simple, intuitive and high performance manner and using advanced computing techniques like meaning based computing to automate mundane user tasks. For example, using meaning-based computing, the system could automatically suggest where a set of emails need to be filed based on a conceptual understanding of the content and the user's prior actions.

Scalability and Performance

In the Information Management and eDiscovery market, performance and scalability are important because of the massive volumes of data and the demands of a globally distributed workforce. Scalability is a key consideration for law firms as the performance of many legacy technologies degrades significantly as the system size increases. Autonomy iManage offers the most scalable and resilient solution available and powers some of the largest systems in the world.

Autonomy iManage systems are designed:

- *To take full advantage of parallel processing.*
- *Scale linearly by adding new CPU's as data or user population grows*
- *Provide fail-over and load balancing*
- *Provide secure access to all content. A user can see only the content that the user is entitled to see*

About Autonomy iManage

Autonomy iManage is the leader in information management applications for the legal and professional services market. Building on Autonomy's advanced Meaning Based Computing platform, Autonomy iManage offers the most comprehensive suites of information management applications all on a common platform. Autonomy iManage has over a decade of experience working with law and accounting firms to understand how these professionals interact with information and their need to find, manage and process large volumes of content quickly and intuitively. Organizations from all over the world, including 75 of the top 100 global law firms, are standardizing on Autonomy iManage which uniquely spans the complete EDRM on a single technology platform, including document and email management, information governance, archiving and records management, knowledge management, policy management and eDisclosure, legal hold and review. Autonomy iManage can now link over 1,400 law firms with the data inside over 20,000 corporate clients using powerful, familiar tools, and is the only vendor to offer the ability to access and analyze corporate information in-place for a case, eliminating point solutions and the risky and costly hand-offs of data used for investigations and litigation.

Customers include corporations and law firms such as Allen & Overy, BAE Systems, Bloomberg, Citigroup, Deutsche Bank, DLA Piper, Grupo Santander, HSBC, LexisNexis, Linklaters, Lloyds TSB, Merrill Lynch, Slaughter and May, UK Law Society, and White & Case. More than 400 companies OEM Autonomy technology, including Symantec, Citrix, HP, Novell, Oracle, Sybase and TIBCO. The company has offices worldwide. Please visit www.autonomy.com to find out more. Autonomy and the Autonomy logo are registered trademarks or trademarks of Autonomy Corporation plc. All other trademarks are the property of their respective owners.

5 Things that Meaning Based Computing Does for a Law Firm

- 1. Suggest where an email should be filed;*
- 2. Locate an expert via advanced analysis of the firm's content;*
- 3. Find conceptually similar documents across email, video and audio throughout the firm;*
- 4. Find documents across the network that need to be preserved as a result of a legal hold;*
- 5. Make a lawyer smarter about their client by alerting them to news about clients they are working with.*

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