



# Project Management & Litigation Support

Forensic data collection, document review, document productions, e-discovery services has the experience and expertise to provide full service Project Management /Litigation Support Services:

- Forensic data collection and recovery » (forensic-data-collection)
- Web-based document review (SaaS) » (saas)
- e-discovery processing » (ediscovery-processing)
- High speed document scanning
- Electronic document endorsing (Bates Labeling)
- Optical character recognition
- Load file creation
- High speed document printing
- Document productions
- CD/DVD duplication
- Trial and presentation technologies



e-discovery services can provide your firm the winning edge when dealing with ESI (electronically stored information), document databases and trial presentations.

☎ 305.323.1341

✉  
info@e-discoveryservices.net

# Computer Forensics

**e-discovery services** forensics can identify, preserve, recover deleted data, and prove full custom reports analyzing data collected. We deploy industry leading software to forensically collect data from servers, computers, hand held devices, mobile phones and digital media such as SIM cards.

Our forensic collection platform is interoperable with our web-based document review platform to ensure full defensibility and audit trail. Your data will be collected, hosted and reviewed in one platform.



## Computer Forensics:

- server hard drives
- computer hard drives
- hand held devices
- cellular phones
- digital media such as SIM cards
- recover deleted text messages, photos and documents from slack space
- divorce proceedings
- bankruptcy proceedings
- forensic accounting
- loss of data recovery
- social media discovery
- internet history analysis
- password retrieval and password cracking services

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# eDiscovery Processing

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## What is eDiscovery?

e-discovery Services provides e-discovery processing solutions for law firms, inside counsel and government agencies. We are familiar with all aspects of the Electronic Data Reference Model (EDRM), which involves the collection, gathering, and assembly of data the requested



by opposing parties. The data requested can reside in servers, laptops, and hand held devices. We are experts in making digital forensic copies of the requested data and converting the data into industry leading file formats for loading in document review platforms such as Summation Iblaze, Concordance, I-pro, and Relativity. We also assist counsel with the complex technical details involved when requesting electronic data from opposing parties.

Electronic (or digital) information is different from other tangible types of information (like paper documents). Vast amounts of data may be stored on a small electronic device. The sheer volume and persistence of the data from digital storage devices often requires specialized knowledge and sophisticated software.

The information that may be retrieved from a digital device may contain more than just the basic data or textual content. Electronic data includes metadata which can be very useful, as evidence, in civil and criminal investigations. Such metadata might include the date a document was created or edited and who made such edits. Sometimes the metadata can include previous copies of the document that may differ from the current version.

We are well versed with multiple leading data recovery software (<http://e-discoveryservices.net/partners>) applications and can provide valuable assistance to our clients during the e-discovery process.

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# Software as a Service

Our Software as a Service offering (SaaS) was specifically designed to be used by litigators which require ad hoc litigation support services on demand. e-discovery services has developed our Software as a Service for litigators who need the heavy lifting of a best in class document review platform. We will work with your trial team to create a custom workflow for your case.

## With e-discovery's services SaaS offering:

- Dedicated project management
- Scalable pricing models
- Predictive Coding
- Visualization tool
- Email conversation threading
- Advanced data filtering
- Native view redaction
- Ingest native, pst, nsf, dii, dat, lfp files
- Transcript management with real time
- Creates Concordance, Relativity, Iconnect, Introspect load files
- All data is returned in encrypted volume upon case resolution



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# Desktop as a Service

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**e-discovery services** offers enterprise class cloud solutions to deliver Desktop as a Service (DaS). Choose from dozens of applications preconfigured in the cloud, including MS Exchange®, Office®, SharePoint®, Project®, Visio® and many, many more. And if you use an application that is NOT already in our cloud, we can set up, host and integrate a virtual machine specifically for your use. No more buying servers or installing software on multiple machines: we do it all for you. Talk about easy!



## Here's a partial list of the basic applications we support:

**Hosted Exchange®** — Fully Microsoft-based email system with calendars, alerts, mailbox storage and more. Includes emailing capability as well as optional spam and content-monitoring services.

**Microsoft® Office** — Standard or Professional. This suite includes Word, Excel, PPT, Outlook, Access and OneNote.

**Microsoft SharePoint®** — The most widely used file-storage and collaboration tool.

**Other** - We are continuously adding new applications to our cloud. Whether you're using an ERP system with dozens of modules to run your business or a small plug-in to Outlook, our team of virtualization engineers can help make it cloud-enabled and web-accessible.

We deliver a virtual desktop to each user in your organization. The virtual desktop runs on servers located in data centers in a private cloud infrastructure dedicated exclusively to your organization. You no longer need PCs, servers, software, storage or firewalls in your physical office. You access the cloud through inexpensive thin-clients while you're in the office. And getting started is a snap: simply select the type and number of users in your organization and we handle all of the necessary Windows licenses, setting up each user's virtual Windows desktop account.

Leveraging the Citrix platform, users will experience HDX computing with the ability to access all documents and file systems, just as they would from a traditional desktop. Once you're up and running, your users access their Windows desktop, applications and all data and files on demand, from anywhere and from any device. We provide all authentication, virus scanning, backup and ongoing management.

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# Government Services

**e-discovery Services** is proud to offer Government contracting officers & government agencies with services in the following NAICS codes:

- **518210** Data Processing Hosting and related services
- **541199** All other legal services
- **561410** Document Preparation Services

## Sin# Information:

- **51 505**  
Document Production On-site and Off-site Services. Document Production On-site and Off-site Services provide customers a practical turn-key solution to a customer's requirements for production of documents. A typical document production service would include the required equipment (e.g., high-volume digital color copiers, scanners) and contractor-provided operational and management personnel required for effective on-site/off-site document production.
- **51 506**  
Document Conversion Services. The process of document conversion involves state-of-the-art scanning of the original document's text and graphic image into digital data, which is then transferred to a new media and formatted for use in a document imaging and storage system. Comprehensive DCS are used to transfer text and graphic images in existing documents (e.g., correspondence, files, technical manuals, land records, charts, engineering drawings, legal instruments, etc.) in whatever media they currently exist (e.g., paper, aperture cards, microfiche, microfilm, roll film, etc.) onto a new delivery/ storage media (e.g., CD-ROM disks, 4mm/8mm magnetic tape, magnetic storage disks, aperture cards, microfiche, microfilm, roll film, etc.) in any required format (e.g., raster images, ASCII text, SGML tagged for electronic distribution or publishing, PDF image files, etc.) required for use in a document imaging and storage system. Customized coding and indexing options are also available as part of the document conversion process.
- **51 507**  
Destruction Services: Destruction Services include both on-site and off-site services of classified and unclassified paper documents, materials and magnetic media. The methods for destruction services may be obtained through these destruction options: shredding (e.g., paper documents, folders, newspapers, catalog, magazines), disintegration (e.g., microfilm, microfiche, ID cards, VHS tapes, audio cassettes, CD ROM, floppy disks, computer tapes and computer hard drives) and incineration (e.g., paper documents, maps, files, envelopes, manuals, newspapers, catalogs, magazines, blue prints).
- **51 508**  
Litigation Support Services: Provides professional and nonprofessional services support in the area of managing legal documents. These types of Support Services include but are not limited to document



preparations, organizing, copying materials, files, coding and, scanning, indexing, database development, document analysis, software and systems support.

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