

Advantages of EDD, by Scarab

Simplified De-duplication:

We start with electronic versions of files from floppies, cds, hard drives, back up tapes and/or servers. Essentially any digital format. Currently you are dealing with two types of file formats. Mail stores and E-Files: PST's being the Mail Store and Word, Excel, PDFs etc being the E-File. (Our system currently recognizes 452 e-file types) When we initially set up your project we define de-duplication criteria. Every electronic file has a hidden header called an MD5Hash which is an electronic fingerprint. NO two are alike. We can also add To's, From's and Author's to the de-duplication criteria. We then process your files. We create a database that is stored on our network which is constantly checked against for dups. Now this is unique to other EDD packages in that it uses a SQL server database that allows us to de-dup across batches.

Here is what that means:

When Jennifer sent this email out she CC'ed Mike, Steve and Kim. Now most EDD applications will look at Mike's PST, Steve's PST and Kim's PST as stand alone mail stores and only de-dup any copies or items in the deleted folder that match sent/inbox items. Essentially from Jennifer's one email you are going to produce the email; Once from Jennifer, a second time from Kim, a third time from Mike's PST and finally a fourth time from Steve's PST. 4 copies of the same email.

With SQL as the backbone our process goes through the first PST, and then compares the MD5Hash "fingerprint" to each additional PST and does not produce it again. True de-duplication. This is vital when you are getting PST's or E-Files from the same company because typically an entire IT dept will be CC'ed, an entire legal dept working on the same case will be CC'ed and all will store an attachment somewhere on their workstation. The same attachment. Multiply that one saved e-file by the number of employees distributed to and generate blowbacks from each person's hard drive and you can only begin to imagine how much extra paper and Attorney review time you just created.

Our system converts, stores information from each unique e-file or pst and continues to de-dup as we process additional files. To give you an example we just recently finished a case in which we processed 1.26 million pages. Now because of our de-duplication process, 162,000 pages were not processed because they had already been produced. That is significant.

Reduced Attorney Review Time

Currently your Attorney's are looking at paper. Reading paper.

As we are de-duping files, three mission critical review tools are being output.

1. A set of tiff images
2. An extensive objective summary database
3. Full text extraction

For almost the same price as a blowback we can convert to tiff and give you a Summation or Concordance Load File that will have 100% Logical Unitization (Normally a very subjective process when done manually, EDD creates flawless Parent/Child relationships between email messages and attachments), 100% Text Extraction (Traditional OCR "reads" an image file, the EDD process actually extracts the text as it resides in the original file. This means 100% accuracy) and an extensive database (The EDD process can extract items from metadata associated with every email and e-file. For example, one email can extract up to five different dates such as creation, last modified, last printed, sent and received. Up to 45 fields can be populated on the fly)

For almost the same price as blowbacks you can get a fully functional database which is 100% text searchable and your Attorney's can go from reading paper to doing key term searches to cull your population down. Virtually eliminating long, tedious hours of reading and transforming that to effective case management.

As your Attorney is reviewing the images now in Summation your population can be culled. Once you know what you want to produce to opposing counsel, experts, and/or co-counsel you can export the begin and end doc ids to me and I then can electronically bate number with a new unique numbering scheme specifically for opposing counsel, co-counsel or experts on a viewer CD. Our charge to you for this process is free. Once we produce your electronic files and have images, they are yours. We can renumber as many times as you would like, we can add special messages (Highly Confidential, Attorney's Eyes Only) and produce a new set of images. There are no hidden charges for this. The only charge is burning a new CD.