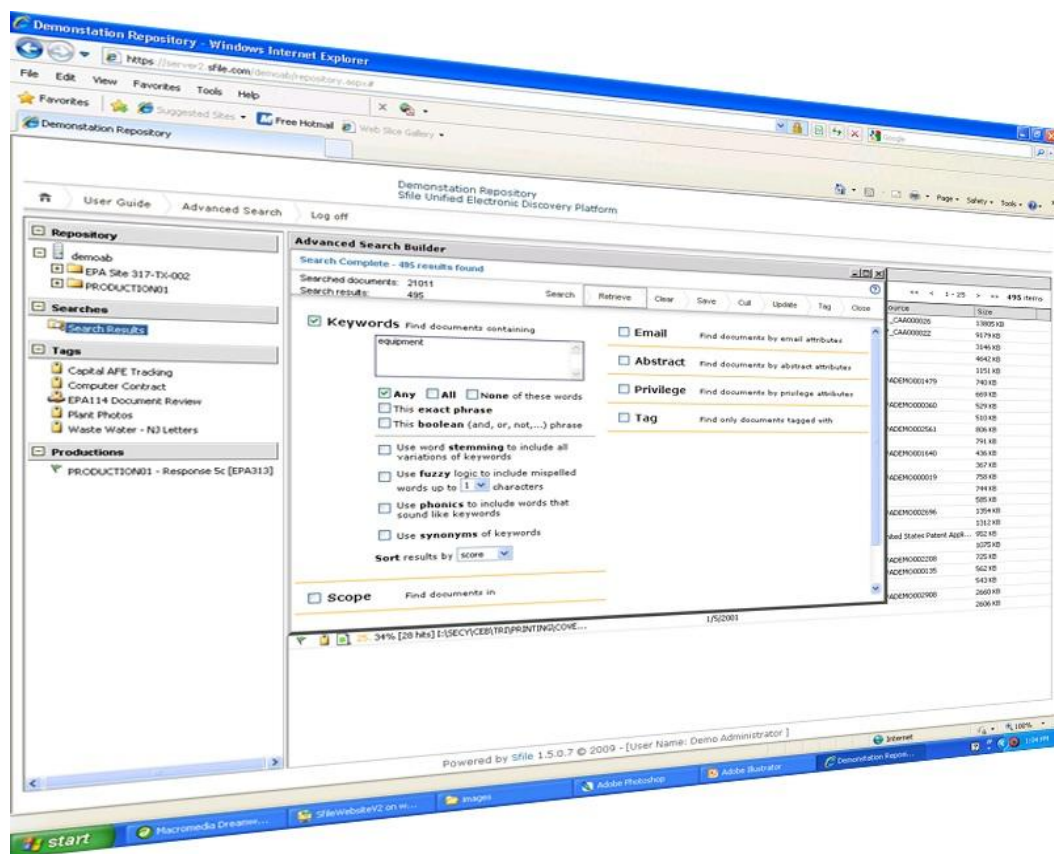# Enterprise Review System

SCALABILITY

Our on-demand hosted architecture supports large volumes of data and simultaneous users.

PRECISION

Proximity searching, fuzzy logic search, Boolean arguments – we have them. What is unique is our ability to test search effectiveness without the need to retrieve the results each time.

SECURITY

We believe that security is the foundation to every aspect of how we manage your data. We apply security best practices from the ground up, and perform due diligence to maintain and update those practices as the threat landscape changes.

COLLABORATIVE GLOBAL WORKSPACES

Our Enterprise Review System is designed to facilitate an intuitive and efficient review for projects of any size. Our clean, web-based user interface and highly scalable, enterprise-grade technology platform allows users to:

- Be up and running within minutes – with no plug-ins and minimal training
- Focus on documents rather than complex functionality
- Review files in TIFF, native, and PDF
- Search with powerful full-text and keyword functionality
- Customize tagging for content capture, analysis and workflows
- Rapidly reduce ESI volume through advanced culling filters directly on Enterprise Review System
- Search and manage files in any language with Unicode and foreign language support
- Create production sets for litigation, audits and investigations in multiple formats

SOCIAL MEDIA COLLABORATION

Effectively manage files between teams by taking advantage of collaborative communication functionality based on social media technology, such as:

- Online, interactive discussions through events, postings and comment features
- Creation of posting categories in order to organize postings and discussions
- Subscription to postings and discussions through a RSS feed
- Creation of widgets such as post calendars, surveys, and blog rolls that can be easily activated by the administrator
- Additional third-party and custom widgets that can be developed to facilitate custom collaboration functionality

SFILE
beyond discovery℠

Sfile Collaborative Global Workspaces - Overview

ADVANCED SEARCH

The Advanced Search Builder allows users to search by major categories such as Keywords, Scope, Identifier, File, Email, Abstract, Privilege. Keyword searching provides a number of flexible filter options.

NATIVE REVIEW

Our Enterprise Review System delivers the benefits of TIFF review without the cost of conversion. The iDOX™ universal document viewer displays native documents in TIFF, Adobe Acrobat and XML formats. Redaction can be performed immediately on the TIFF image without the need to submit the document to a TIFF-on-the-fly queue. If enabled, users can also download the native file in order to open with locally installed applications.

TAGGING

Our Enterprise Review System provides industry-leading tagging capabilities that are easy-to-use, such as:

- Creating tags for virtual collections or for document review
- One-to-many relationships with virtual tags
- Tagging can be performed on a single document, groups of documents or in bulk across entire search result sets

There are several expanded capabilities within tags designed to aid analysis of large or complex documents for issues, parties and events, such as:

- Custom coding fields to provide additional levels of identification
- Sharing between specific groups or users with Add, Edit and Delete access rights
- Managing workflows and files from first to second pass review
- Highlight a portion of a tagged document for future reference, allowing users to quickly jump to the highlighted portion

UNICODE & INTERNATIONAL LITIGATION SUPPORT

European, Middle Eastern and Asian languages are supported by our system. All system actions – including searching, reviewing, imaging and production – are available for documents and document metadata containing non-English languages.

ROLE-BASED SECURITY
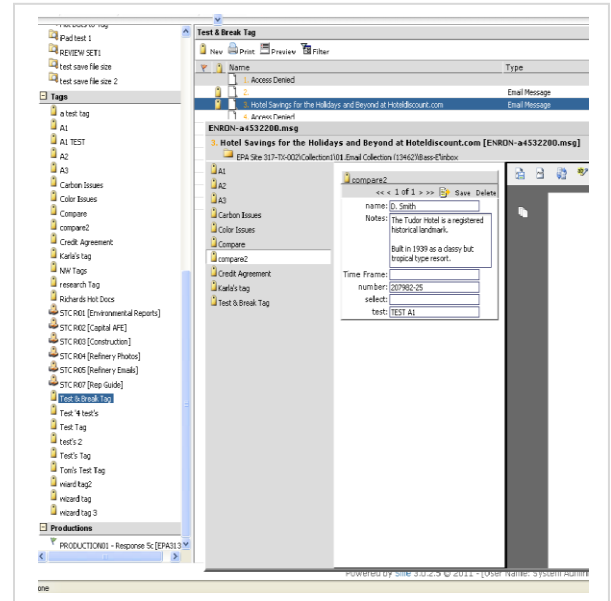
Our role-based security model, managed by Microsoft Directory Services, provides access control to collections, functionality, saved searches and a variety of other functions in order to provide the correct level of access. The role-based security model also supports in-camera and expert witness access.

FLEXIBLE PRODUCTION FORMATS

Our Enterprise Review System produces in native file, TIFF and PDF formats, with features such as:

- Produced images can be endorsed with bates numbering and other branding text
- Redacted sections of documents are removed from the extracted text within load files
- Export to load file formats such as Concordance and Summation
- Produce load files in XML format, providing flexibility to support a number of other E-Discovery systems

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Sfile Technology Corporation
3040 Post Oak Boulevard, Suite 1440
Houston, Texas 77056

Toll Free: 866 997 3453
E-mail: info@sfile.com
Web: www.sfile.com