

Sightline for DSARs / Small Matters

POWERED BY  CompleteFlex

fact sheet

Efficiently manage small matter workflows with a proven self-service solution

- ▶ Leverage a best-in-class solution for small matters on a predictable, low per-matter basis
- ▶ Reduce service delays with immediate workspace provisioning, drag-and-drop data processing, review, and productions
- ▶ Customise and control workflows and workspaces based on your specific needs
- ▶ Additional support options available by trusted, experienced Project Management, Data Operations teams



Sightline

Sightline is a fully-featured, secure end-to-end eDiscovery platform enabling case teams to cull more, prioritise better and review faster at a lower, more predictable cost.

By the Numbers

15+

Data Centers
Around the World

12K+

Matters Currently
Hosted Globally

110+

Petabytes
under Management

100+

Dedicated Software and
Database Engineering and
QA Team for Patented and
Patent-pending Solutions
Development

Large volumes of small matters present unique workflow challenges to time- and resource-constrained legal teams. Frequency of matters can be unpredictable and difficult to plan for and resource properly. Timelines on matters from Data Subject Access Requests (DSARs) to employment litigation issues can be limited. Legacy tools and workflows can be costly, slow, and overly complex to address the efficiency and agility necessary to respond effectively.

More Cost-Effective, Efficient Approach to Small Matters

Sightline for DSARs / Small Matters is a comprehensive, self-service solution that offers a powerful alternative to legal teams seeking to manage small matter workflows:

- **Predictable per-matter pricing** – Accommodate matters of varying frequency and costs with On-boarding / Training, Data Processing, Hosting, Analytics, Platform Seats included under one fee arrangement.
- **Unlock efficiency and speed** – Avoid delays and get to work quickly
 - with on-demand provisioning of your workspace,
 - drag & drop automated processing,
 - project templates,
 - batch assignment creation,
 - automated redactions,
 - no-cost analytics, and more.
- **Control and customise your experience** – Manage your portfolio of workspaces, and users, and configure your projects to fit the particular needs of your legal matters.
- **Be supported by a world class team** – Additional experienced support teams, from experienced project managers to 24 / 7 / 365 network operations teams, are ready to assist when needs arise.

Analytics
£0
Included

DSARs / Small Matter Workflow in Sightline

We've designed Sightline to be a secure, comprehensive self-service solution focused on efficiently managing small matters:

Simplified Small Matter / DSARs Process in Sightline



Global Leader in Legal Consulting and Services
uk.consilio.com

Engagement Spotlight

Client Profile

London office of top-tier international law firm with operations in 20 countries.

Client Challenge

Seeking to address their corporate client needs with the rise of Data Subject Access Requests (DSARs), our client sought the partnership of Consilio to develop and operate a technology-enabled platform to manage large volumes of client DSAR responses that scaled to volume of requests.

Working with our client and in turn their clients' matter specifics, we enabled a solution focusing on several time-saving strategies:

- **Ease of Client-Initiated Data Upload & Processing**
- **Custom Project Templates**
- **Saved Searches**
- **Full, Templated DSAR Production Process**

Results Delivered

Client has fully incorporated our solution into their workflow serving nearly 100 of their clients' DSAR responses. Three month lifespan per DSAR allows for matter extension and expanded collection where necessary.

Several DSARs have converted into full investigations or litigation. As DSAR counts have progressed, **reviewers are becoming more proficient at identifying potential risk** – such as employee misconduct and discrimination.

Client Set Up / On-boarding in Sightline

- Unlocks the small matter pricing for contractual term; Unlimited Small Matters .
- Setup of client-specific domain, restricted network access, and storage
- 2 Client (Domain) Administrator accounts in Sightline to manage portfolio of matters
- Training for Client Admins on all aspects of the Sightline Small Matter offering (provisioning workspaces, managing portfolio, setting up users, running searches, review-redacting, document export, etc.)
- Training material package
 - Quick Start Guides
 - Video Snippet Library

Per Small Matter in Sightline

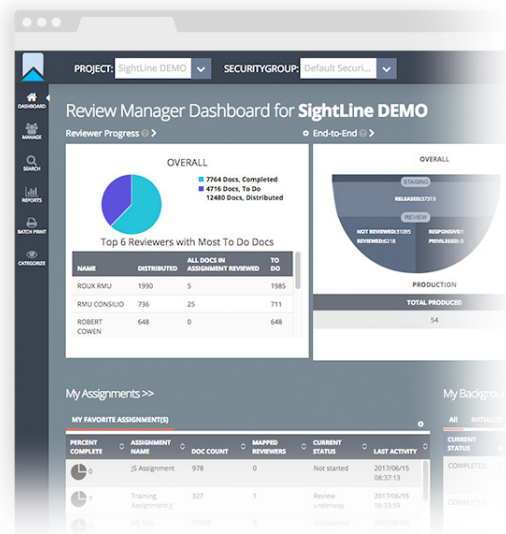
- Processing via self-service drag & drop processing, including:
 - Automated full processing of email, loose eFile data
 - Automated ingestion into Sightline
 - Automated index building for searching
 - Automated analytics – email threading, textual near dupe, conceptual, language
- Hosting of up to 20GB (to account for data expansion and work product) for 3 months in Sightline
- Hours of project management support for your matter as defined by your client agreement
- All Sightline self-service functionality (exports, reports, batch printing, assignment/batching, redactions, etc.)

Sightline: Powerful, Efficient Self-Service eDiscovery



Trusted by global corporate legal teams and law firms worldwide, Sightline intuitive, next-generation eDiscovery platform designed to make your matters more efficient with:

- **Data Security & Scale** - Sightline is hosted within gold-standard ISO 27001/ SAS 70 and/or Type 2/SSAE 16 certified data centers.
- **Efficiency-based User Experience** – Sightline features, such as, Project Templates, Batch Assignment for Review, Automated Redactions, Drag-and-Drop Data Upload assist in more seamlessly handled large volumes of small matters.
- **Analytics, Included** – Sightline processes documents, at your option, for email threading, textual near dupe and conceptual analytics with every standard Sightline license at no additional charge.
- **Powerful Management Tools** - Administrator controls to manage all rights, roles, functions, and the user experience.



Ready to Learn More?
Visit uk.consilio.com or email info@consilio.com