

FAST ACCESS, REVIEW & PRODUCTION OF DIGITAL EVIDENCE

GRM EDM Eases the Transition to Digital Document Management & eDiscovery for Law Firms

Partners & Associates

- Improve the productivity and profitability of the firm
- Ensure that the firm is in compliance with regulatory mandates
- Protect the security and confidentiality of client records
- Provide greater responsiveness to clients, improving client satisfaction and loyalty
- Maintain competitive advantage

Paralegals & Support Staff

- Implement effective records management – faster access, lower cost and more efficient service
- Provide documents and case files to partners and associates when they are needed
- Ensure that document retention requirements are met

Finance, Accounting & Administration

- Provide financial reporting on a timely basis
- Resolve billing and collections issues and disputes
- Work closely with partners to increase billing and improve firm profitability

Information Technology

- Control the costs of document storage and archival
- Support strategic initiatives to improve client service and response time
- Provide disaster recovery for critical documents and records
- Ensure the security and confidentiality of client and case records

Facilities & Operations

- Regain floor space in the office lost to document storage
- Significantly reduce operating costs

Human Resources

- Control the rising costs of managing HR, benefits and compliance
- Improve the timeliness, accuracy and effectiveness of decision-making and reporting
- Monitor staff practices for compliance
- Accomplish more with fewer resources

In most law firms today, legal professionals are surrounded by information. In fact, they are buried in it. From online legal research, to firm client and matter information, to the thousands of documents produced each day, it is becoming increasingly difficult to get to the information needed in order to practice law effectively.

Whether driven by the necessity to streamline eDiscovery processes, implement content management technologies, or to facilitate the review of electronically stored information, GRM EDM provides the world class solution.