

By: Keith A. Langley

Let's Talk eDiscovery!



We use Microsoft SharePoint for managing document production on all matters.

- With a click of a button we can create privilege logs and production logs.
- You can receive notifications when documents are added or a task has been completed thereby eliminating the need for back and forth emails.
- Calendar reminders to review document production (or any task) can be auto-generated.
- We can send secure links to parties outside of our organization.
- We can allow our witnesses/experts access to relative content.
- Case sites will only be set up as needed.



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To "Go Green", our firm uses recyclable paper or ceramic cups and no longer uses Styrofoam cups. In addition, we have adopted a less-paper office environment.

We hope that these changes make big differences in the future.

Well done is better than well said.

- Benjamin Franklin



Native format is key. Other than witness testimony, nearly all the evidence in litigation is electronic - emails, text messages, database records, digital images, metadata, and Microsoft Office files. Lawyers (due to old habits) often agree to convert from native to TIFF images or PDF files which is a different file format and strips embedded data that frequently sheds light on the history and origin of the files – like when they were created and who last edited them. Often essential parts of the contents of the file will be truncated. Columns of spreadsheets may simply be gone. Key documents are hidden in an avalanche of unsearchable irrelevance as the documents are no longer text searchable.

The Civil Procedure Rules applicable to federal cases, Texas, Florida, and other states provide for production in the form “in which it is ordinarily maintained, or in a reasonably usable form”. This can only mean native, not TIFF. eDiscovery tools available now provide efficient ways to incorporate file naming convention, easily allowing identification of documents.



In order to achieve the just, speedy, and inexpensive determination of every action and proceeding (FRCP 1) go Native!

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