

Outstanding Performance by Award Winning GEON

GEON Legal Solutions gained significant recognition from our partner CT Summation for exceptional achievements in 2008.

CTS honored GEON for its exemplary customer supporter, high quality service and hard work

throughout the year, at this years partnership conference in Phoenix, Arizona.

GEON would like to take this opportunity to thank you, our clients, and we very much appreciate your continued support.

We wish you a very

Happy New Year and look forward to working together again in 2009!



Latest features for Summation Users

The latest release of CT Summation iBlaze has just arrived, Version 2.9.1. What version do you currently work with?

Some of the latest features available will help you work even more efficiently. Contact us to find out more.

Core Database

Spell Check, Automatic Updates for Bates Range

field, Consistent Menus & toolbars, Enhanced tooltips.

Transcripts

Assign colour highlights to issues, category & specific reviewer notes.

Filter highlighted text by colour to speed up deposition analysis & summary after review.

Quick View

Tagging & Foldering.

Data Export

Export directly to Excel.

Imaging

Split Documents, Copy Images.

Administration

Quickly update licenses for concurrent users, globally update case info paths to new location simplifying migration & easily display case information.

CPD Learning Events

Contact GEON for your CPD breakfast and lunch learning seminars. Learn the trends of discovery as we move further into the electronic age. Update your knowledge and awareness on the use of Electronic databases for managing

“ Learn more,
learn how ”

both paper and electronic Data during the Discovery process.



Remote access

The service developments and structures continue to grow at GEON Legal Solutions.

Large review teams, clients, counsel and expert advisors are all key contributors during the litigation process, however reviewing case material requires consistency and synchronicity. GEON has implemented a very secure and robust remote online access solution.

Documents can be accessed and reviewed at anytime from anywhere. Simply log in and work in your case from home or while travelling.

Our support team have instant access to your server to upload addi-

tional data, add new users and modify current settings.

Both Security and Fire Protection are very important for an online solution to ensure your data is safe. GEON has a full safety policy in place with the following features included:

Security

- Physical on site security for 24/7.
- CCTV monitoring on perimeter and all internal sensitive areas.
- Proximity cards on all internal doors with iris scanners to technically sensitive areas.
- All access is electronically logged.

- Intrusion detection system on doors and break glass detection on windows.
- Electronic combination locks on front and rear of all cabinets.

Fire protection

- Vesda (Very early smoke detection) fire protection in air intakes to provide early detection.
- Analogue addressable system to provide exact location.
- 24/7 Monitoring.

Contact us to setup online remote access for your next big review involving multiple parties from around the world.

Electronic Data Discovery

Is your discovery material becoming more and more electronic?

Do you receive CD's, DVD's, External hard drives, memory sticks with huge quantities of emails and electronic files?

The volume of e-discovery material is growing exponentially, making information management a formidable challenge. Talk to us. We

have the latest in Electronic discovery techniques to extract the data quickly and efficiently. We can have your documents loaded as TIF, PDF or in their original/native form. Each document can be coded, referenced and organized into a discovery database ready to review.

Reducing the time required for processing is

an important factor in effective case management and a more efficient workflow. Additionally, delivering effective tools that allow easier material search and review continues to be a priority both at GEON Legal Solutions and CT



GEON Archiving Service



Need more space?
Get rid of your paper

Do You have boxes of paper everywhere, Do you need extra space in the office, BUT legally you must hold on to these documents?

Contact us and we can put all of this paper onto your computer system. You can search and find

it, print copies quickly and get rid of the paper mountain that takes up so much space office space.

Satisfied with your services ?

Give us your feedback, let us know what else we can do for you. Fill in our satisfaction form on our website. We want to provide you with the best services possible.

www.geonlegal.com/satisfaction.html



Help us to help you, let us know more of your thoughts.

GEON Legal Solutions

We are committed to providing the highest quality services to our clients. In the world of document management, technology is the key to efficiency and cost savings. GEON aims to provide you with a service that allows your business to grow by being more organised and productive. We maintain the technology and you save time and money!

Services:

- Scanning
- Coding
- Training
- Electronic Discovery
- Printing
- Court Presentation



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