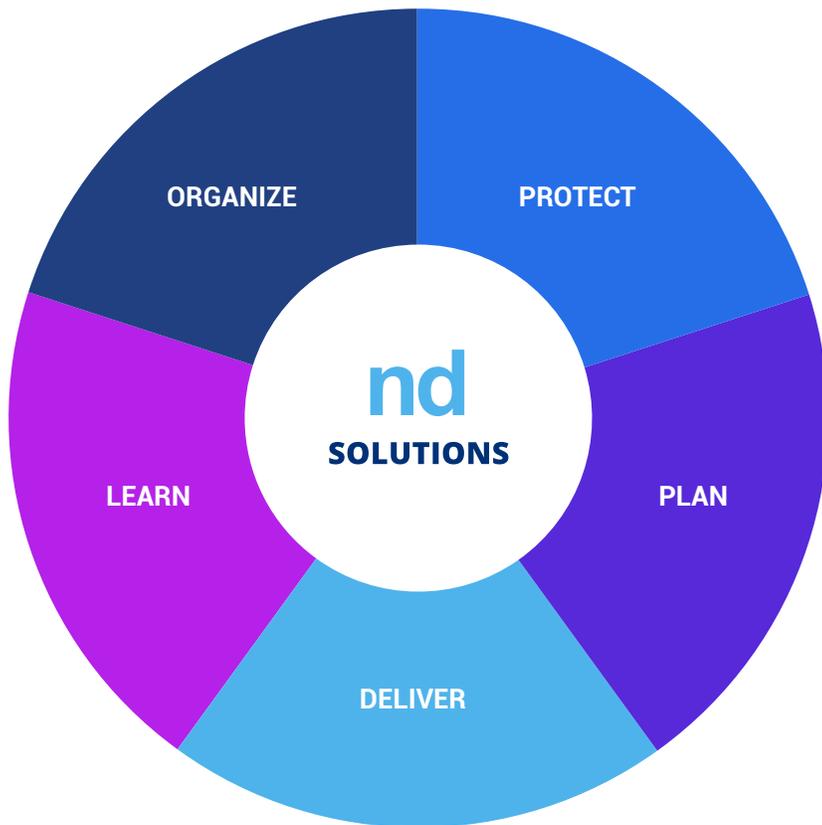




NETDOCUMENTS SOLUTIONS



netdocuments®



Imagine a future where your content is always safe, organized, compliant, and available to inspire your best work.

NetDocuments is ready to take you there.

Storing, managing, and protecting millions of documents that are created and shared by thousands of people is never easy. All too often, these unmanaged files become a chaotic, obtrusive, and risky burden on your organization.

NetDocuments changes the equation, with a document and email management platform that removes the barriers and transforms all your documents into an unstoppable engine for collaboration, productivity, growth, and inspired work **—without limitations or restrictions.**

With five distinct solutions and additional purpose-built add-ons, NetDocuments makes it easy to tap into the precise capabilities you need, gain access to our latest technology, and build a customized solution that perfectly matches your requirements.

Explore the advantages of our ORGANIZE, PROTECT, PLAN, DELIVER, and LEARN solutions and add-ons. Find the right mix for your organization. And start turning all of your documents and content into inspired work.



ORGANIZE

ORGANIZE includes the core capabilities you need to reach new levels of productivity—including document management, email management, and OCR. With ORGANIZE, you can replace generic, inflexible, off-the-shelf document products with a best-in-class, cloud-based solution that is built specifically for the legal profession.

Core Technology Includes:

NetDocuments

Use the industry's leading cloud-based document management system to increase productivity, collaboration, organization, and security.

NetDocuments provides a reliable and secure way to create, edit, store, locate, and collaborate on documents anywhere using any device, so you can stay focused on clients and outcomes.

This includes workspaces that are designed around your matters and projects, flexible metadata, document versioning, and unrivaled searchability—all working to make your documents more useful and productive.

ndMail

Take control of your inbox and keep all your communications secure and organized.

ndMail uses predictive filing—powered by artificial intelligence—to make your inbox more collaborative and efficient.

With ndMail, you can file emails quickly and accurately, see emails that other members of your organization have filed, and dramatically reduce the time you spend organizing and sharing emails—all directly from your Microsoft Outlook or Gmail inbox.

Optical Character Recognition (OCR)*

Make your document searches smarter and more efficient by digitizing and indexing content from scanned documents or photos.

With NetDocuments OCR, you gain the peace of mind that comes from knowing every search will yield complete results. The system works behind the scenes 24/7 to automatically digitize content, so it becomes a fully integrated, easily searchable piece of your collective knowledge.

Microsoft Power Automate

Automate time-consuming manual processes by adding UI flows and robotic process automation to your NetDocuments solution.

The NetDocuments Connector for Power Automate provides access to 58 NetDocuments API calls. This allows Power Automate flows to take actions on the workspaces, folders documents, users, and groups in your NetDocuments repository.

With this tool, you can create WorkSpaces and CollabSpaces, add users to a repository, create groups, add to a cabinet, and more.

NetDocuments Integration with DocuSign eSignature

Send, receive, and track e-signatures easily and efficiently.

With NetDocuments' integration with DocuSign eSignature, the undisputed world leader in electronic signatures, you can request and obtain e-signatures more efficiently and securely from directly inside NetDocuments. Plus, you have full visibility of the e-signature process from start to finish with easy status tracking, which means greater productivity and accelerated agreement completion.

Add On Technology Options:

ndSync

Enable your remote workers with two-way file syncing between NetDocuments content and your users' local machines.

*OCR Backlog is not included with this offering



PROTECT

PROTECT adds additional controls and protections that extend NetDocuments' native, award-winning security capabilities. With tools that allow you to create and apply security policies across your organization, guard against unauthorized exfiltration, and create a robust security framework, PROTECT gives you the extra capabilities you need to secure your content and reduce the risk of unintentional or malicious data breaches.



Core PROTECT Technology Includes:

Data Loss Prevention (DLP)

Keep all of your sensitive data and documents safe from unauthorized use.

NetDocuments DLP allows you to classify content, create and enforce policies that control user actions, and prevent documents from leaving the security of NetDocuments.

Workspace Security Manager (WSM)

Streamline and simplify security policy management.

WSM makes it easy for the right people to create, edit, and apply security policies to the content in your workspaces—so you can build and manage ethical walls or need-to-know security environments.

Add On Technology Options:

FlexStore and FlexStore Pro

Manage and control where your content is stored, so it stays closer to the people who need it.

FlexStore provides cloud or hybrid storage options that give you control over the physical location of your content. With FlexStore, you can take advantage of NetDocuments' global data centers, local object store technology in your own data centers, or Microsoft Azure Blob Storage for geo-aware cloud storage—and manage all of those options through one convenient management console. FlexStore Pro adds the Distributed Cryptographic Service (DCS), which encrypts and decrypts content closer to end users.

Customer Managed Encryption Keys (CMEK)

Fulfill your ethical and professional obligation to protect the information you hold.

Customer Managed Encryption Keys (CMEKs) provide an additional layer of encryption for your most sensitive information, while leaving you in complete control of the encryption keys. The standard NetDocuments service includes two layers of encryption. CMEKs add a third layer, which provide dual-custody control. CMEKs also allow you to revoke and reapply keys at will, and they give you the flexibility to apply advanced encryption to whatever specific content you choose.



PLAN

PLAN focuses your people and information on getting results. This includes convenient, easy-to-use tools that coordinate teams and tasks, provide real-time team communication, facilitate task management through checklists and workflows, and deliver collaborative document annotation and overlays to simplify findings and other tasks.

PLAN is ready to reduce your inbox congestion, keep lines of communication open and active, streamline workflows, and make your teams more efficient and productive.

Core Technology Includes:

ndThread

Take advantage of secure, real-time chat capabilities that help eliminate inbox clutter and reduce the need for email filing.

ndThread is a chat messaging client that's designed specifically for legal organizations. It provides a secure, governable, and convenient way to chat, share, and comment on files individually or with a group, so you can improve collaboration and reduce email overload.

ChatLink

Connect your collaboration tools to improve productivity without sacrificing governance or security.

To maintain security and governance, your real-time messaging, collaboration, and document management systems need to be connected.

ChatLink provides that connection—by integrating your NetDocuments platform with Microsoft Teams.

Margin Notes

Save time by streamlining your document processes.

Margin Notes simplifies document reviews by making it easy to quickly preview, annotate, and mark up documents without ever needing to download the files to your desktop.

With Margin Notes, you can annotate files with your colleagues in real-time—and take advantage of findings to quickly navigate through people, places, companies, and more.

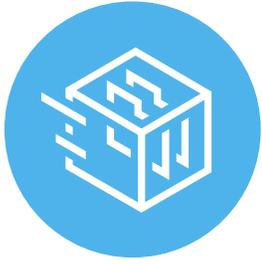
Tasks

Manage complex projects and workflows more efficiently.

With Tasks, you can build customized workflows within workspaces to track team members' activities and progress from one convenient location.

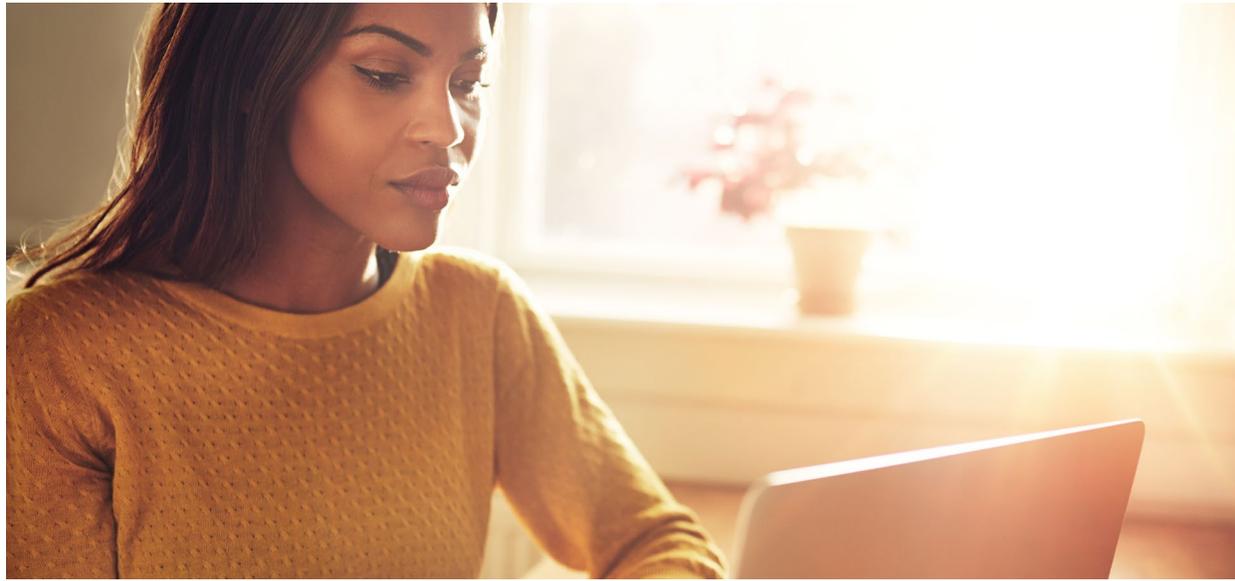
The information you add to Tasks is fully secured, just like any other file in NetDocuments. You can also perform searches, link to other content, and share Task information with colleagues.





DELIVER

DELIVER solves your biggest content collaboration and workflow problems by providing everything you need to safely organize, package, share, and automate content for clients and other constituents. Create secure, sharable workspaces for both internal and external parties; compile and organize content and document sets; and automate mundane, repetitive workflows — with the added benefit of knowing it all stays securely within the award-winning protection of the NetDocuments platform.



Add On Technology Options:

CollabSpaces

Share and collaborate intuitively, securely, and in a way that brings you and your customers' worlds closer together.

CollabSpaces makes it easy to securely share the content in your NetDocuments system with external users—without transferring it to a third-party file sharing service or extranet. Because CollabSpaces is so intuitive and easy to use, clients and colleagues can access and collaborate on content immediately—without extra time or training.

CollabSpaces also lets you invite an unlimited number of external clients and colleagues, so you never have to worry about licensing restrictions.

PatternBuilder

Take your mundane, repetitive tasks and automate them to make sure they're done the right way — your way — every time.

Legal professionals can replicate and automate their unique templates and processes so they can be repeated predictably, resulting in faster, higher-value client service. Using a “no code” approach that’s both flexible and intuitive, PatternBuilder puts an organization’s experts at the center of custom document creation.

Translate legal, business, and client expertise into workflows, automated document templates, and apps to support mission-critical processes.

SetBuilder

Quickly organize documents into sets or binders and securely distribute compiled content to everyone who needs it.

SetBuilder brings standardized processes, streamlined workflows, and fast service delivery to document compiling and distribution. With SetBuilder, you’ll never spend hours in a closing room physically labeling and compiling printed documents.

As a result, organizations that use SetBuilder experience dramatic reductions in the hard costs associated with closings, saving an average of nearly \$1,500 per transaction.



LEARN

LEARN makes your documents as intelligent as your people—by turning all of your content into a single, intelligent and fully searchable source of truth. With the growing family of LEARN products, you can provide faster, easier and safer access to the information your teams depend on, gain a deeper, more actionable understanding of your documents and how people use them, and make your content an even more productive and intelligent engine for your growth and success.

Add On Technology Options:

Analytics

Gain the insights you need to help improve user behavior, shape business outcomes, and get more value from your NetDocuments investment.

Analytics provides data analysis and visualization tools you can use to turn a wealth of user activity, system performance, and team collaboration data into deep insights that will unlock the full potential of your NetDocuments solution. With Analytics, you can quickly identify who is using NetDocuments the most (or not at all), reward top contributors, and encourage increased participation. You can see how your teams are working together and find areas for improvement and training. And you can monitor the performance of your entire NetDocuments system, so you can address problem areas and maximize your ROI.

NetKnowledge (powered by BA Insight)

Save time, boost productivity, and streamline workflows by expanding and unifying your enterprise search.

NetKnowledge replaces the slow, frustrating process of searching through different systems and applications individually with one fast, safe, and familiar search experience. With NetKnowledge, you can create a single, federated source of truth that includes all of the documents, ideas, policies and other essential information stored in different systems across your organization. NetKnowledge also simplifies workflows by making NetDocuments part of your enterprise search solution without requiring you to repeatedly download and index content. And it respects existing data access restrictions put in place at the source of the data, making sure searches only return information that people are authorized to see.

Highlights (powered by LexisNexis)

With Highlights, you can save time, protect your firm, and strengthen your arguments by doing little more than uploading a file to NetDocuments.

Highlights Powered by LexisNexis® is a legal research solution that combines the benefits of Lexis and NetDocuments. With Highlights, many of the benefits and research capabilities of Lexis are brought directly into the NetDocuments cloud, and when your research needs to go deeper, a single click will take you from NetDocuments directly into the specific research endpoint at Lexis that you need. Now, firms can easily classify documents and group them together – a tremendous time saver for attorneys dealing with hundreds of motions and responses. Enrich your documents using a combination of citations, automatic classification and entities from LexisNexis – all from within NetDocuments.





Organize your documents, keep them safe and compliant, and maximize your productivity and collaboration.

To learn more, visit netdocuments.com or call (866) 638-3627.

NetDocuments is the leading cloud-based document and email management provider for over 3,600+ customers worldwide. Learn how you can work from anywhere, just as you would in the office, while securing your most sensitive information.

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