

COORDINATED REVIEW

Expert administrative support services to keep reviews on track



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The Consilio Coordinated Review service offers clients professional Review Coordinators who provide guidance, administrative support, and review best practices. Clients maintain control over the review workflow and receive the support needed to ensure the project stays on track. The Coordinated Review Service:

LOWERS REVIEW COSTS

Consilio frequently reduces our clients review expenditure by double digits. Our clients can:

- **Optimize workflows to control costs.** Consilio’s Review Coordinators are experts in both review and eDiscovery technologies, empowering our clients to create optimized review workflows that save money.
- **Avoid inefficiency in recruiting and training.** Clients rely on Consilio’s Expert Recruiters, seasoned Review Managers, and network of thousands of prescreened legal professionals to avoid the stress and costs of hiring a review team.
- **Choose review sites.** With several options to host the review – either at low-cost review centers or in major city markets – clients can pick the option that best fits the needs and budget of the project.

CONSILIO’S COORDINATED REVIEW SERVICE OFFERS:

 ADMINISTRATIVE REVIEW SUPPORT	 COUNSEL ON EFFICIENT WORKFLOWS
 CHOICE OF REVIEW LOCATIONS	 FLEXIBLE QC PROTOCOLS

ENSURES TRANSPARENCY AND HELPS MEET DEADLINES

In order to have a successful review, overseeing attorneys require review progress insights, direct communications with the review team, and trusted administrative support. Consilio Review Coordinators will:

- **Ensure compliance with a Communications Protocol.** Excellent communication is essential for review success. For each Coordinated Review engagement, Consilio will customize and document a Communications Protocol that defines the content of reports, their frequency, and escalation procedures if problems arise.



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- **Monitor the service delivery progress.** A Senior Director Sponsor supervises every phase of the review to ensure progress and will direct the Review Coordinator on how best to support the review and engage with the client.
- **Generate progress, tagging, and other reports.** The Review Coordinator will run periodic reports that allow clients to view essential metrics including progress, tag frequency, and time on task.

EXTENDS YOUR REACH AROUND THE GLOBE, WITH LOCAL MARKET EXPERTISE AND ACCESS TO EDISCOVERY BEST PRACTICES

By offering both skilled native-speaking reviewers and innovative review technology, Consilio is adept at helping our clients solve their most complex eDiscovery challenges.

"We wanted **direct control** over our review, but **needed assistance** in **coordinating communications** with our review team remotely located in Frankfurt. Consilio's Review Coordinator perfectly **bridged the gap for us.**"

**eDiscovery Lawyer in
Global 200 Law Firm**

- **Deep experience with eDiscovery technologies.** Our team is proven in leveraging advanced technologies, such as predictive coding, conceptual clustering/searching, phonetic audio searching, and other advanced technologies to prioritize and classify the relevant documents for review.
- **Local recruiters and review centers in key global markets.** When reviews cross international borders, clients tap into our recruiters' understanding of local markets and our extensive network of legal professionals. With review centers located throughout Europe, Asia, and the Americas, reviews start quickly with the right team, security, access, and equipment.

STAFFS REVIEWS WITH THE RIGHT LEGAL PROFESSIONALS

Our clients can:

- **Leverage Consilio Expert Recruiters.** Our clients consistently rely on the deep experience and local market expertise of our Expert Recruiters. Located in key global markets, Consilio's team of veteran recruiters has a track record of staffing specialized review resources in as little as 24 hours.
- **Start reviews quickly with a talented team.** Our Staffing service helps clients avoid the stress and costs of hiring an unproductive review team. Consilio maintains a global network of thousands of legal professionals we have personally interviewed and worked with in the past to get your review on the right track, fast. Our reviewers consist of legal professionals with native fluency in more than 30 languages and with experience in most matter types and a variety of industries.