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## SF Legal Real-Time Solutions:



### SF Legal saves client 2,250 review days using Relativity and Equivio

**Situation:** An SFL client had 2.5 million of their client's documents to review prior to production. With a collection of this size, reviewing every document for privilege was out of the question. The client determined that the most efficient review would entail isolating and examining any documents that contained potentially privileged content.

**Process:** Searches were run by SFL in Relativity to identify documents containing potentially privileged content. By searching for email domains, specific terms and names, a sub-set of 250,000 documents was identified for privilege review. Documents were presented to reviewers via Relativity's VIEWS function with terms of interest highlighted by Relativity's Persistent Highlighting feature.

As documents were reviewed, they were automatically removed from the "To Be Reviewed" view, enabling the review team to understand how many documents were left to be examined. Additionally, reviewers could restrict the "To Be Reviewed" view to specific custodial folders, allowing them to focus on potentially privileged documents in each custodian.

The team also used Equivio to further speed review. Relativity was able to show reviewers nearly duplicate documents and other members of email threads. This enhanced the speed and consistency of the review. As each reviewer tagged similar documents or email threads, they were removed from the review queue for all users. In one instance, a single document had 80+ nearly duplicate versions.

**Benefit:** Using well considered search terms and criteria, the team was able to remove 90% of the document collection from their review. If we assume that a reviewer can review 1,000 documents per day, the client saved 2,250 reviewer days. By focusing on the most important documents and providing visual cues to the reason for inclusion in the privilege review queue, Relativity helped the review team make rapid assessments on each document. For a more in-depth look, including Relativity screen shots similar to this case, download the Relativity *Persistent Highlighting and Views* case study from the SF Legal website at [http://www.sanfranciscolegal.com/case\\_studies/](http://www.sanfranciscolegal.com/case_studies/)