FileTrail®

Industry-Leading Information Governance Suite

Jon Roscow

Commercial Director - ROW

Records Management | Governance | Matter Mobility | Archiving

Company Overview

Industry-leading SaaS Governance Solution since 2000

- Records Management
- Governance
- Matter Mobility
- Archiving

Based in Austin, TX with representation in the UK/EMEA

- 50+ Employees
- 22+ Years of Experience

Company Mission

To help business organizations understand and implement an information governance strategy that is both effective and practical

FileTrail®

Company Vision

Improve Firms Information Governance practices:

- Assist firms by providing visibility to their physical records and electronic documents in one system;

- To democratize the access to this information through the management of meta data with simple workflows;

- Better Information Governance through state of the art searching, filtering and reporting tools;

- Free up valuable IT resources with cloud implementations and automation; and,

- Mitigate risk and improve compliance by providing a clear status of matters and related content.

Our Approach

- Since our founding in 2000, we have taken a partnering approach.

- Our business growth came from an emphasis on ensuring every client would want to be a reference

- Working with our clients is how we approached product development with a focus on "what is the next need"

- Our partnering approach ensures that we are exposed to real-world problems on which we base real-world solutions.

"FileTrail has gone beyond our expectations. Their partnering approach has worked well according to our RM and our IT project staff. Their innovative features show a thought leadership we did not find in Records Management elsewhere."

Bret Chapman, CIO, Husch Blackwell LLP

"With FileTrail, we have found a vendor that took the time to understand our vision, a product that was easy to integrate with our market-leading Practice Management System and a partner to guide us."

Jason Mervyn, Director, IT Business Solutions, Gowling Lafleur Henderson LLP

"The deciding factor for us was FileTrail's workflows and interface which our professionals found to be highly intuitive and efficient. We are looking forward to working with FileTrail on the implementation to manage retention of both physical and electronic items."
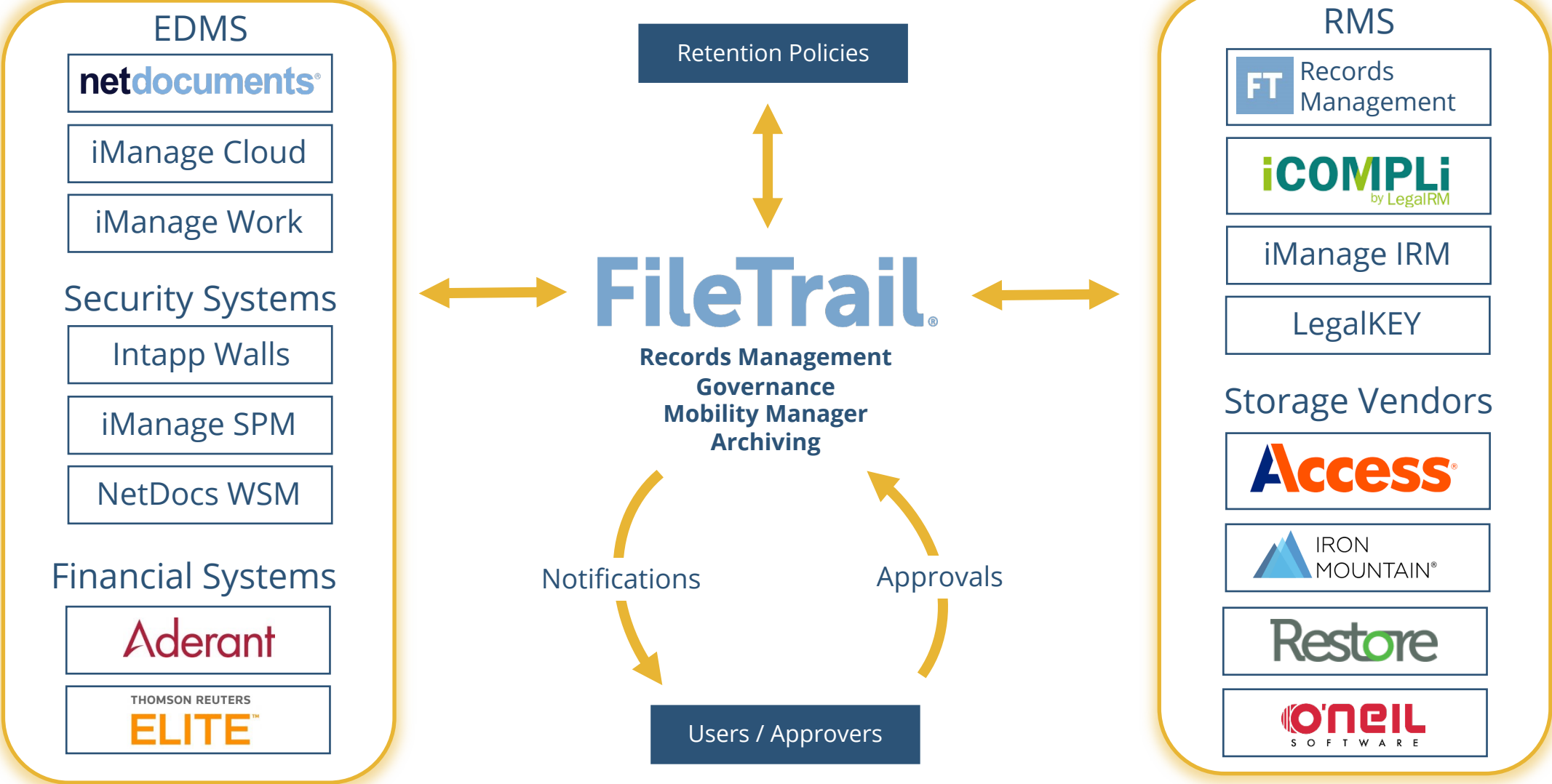
Peter Bier, Chief Information Officer, Osler Hoskin & Harcourt

Our Technology

- 100% browser-based since 2001

- Cloud solution

- Open architecture

- Modular approach for flexibility

- Ecosystem integration includes:

    - Financial systems

    - Security provisioning

    - EDMS/File Share integration

    - FileTrail RM or other RM systems
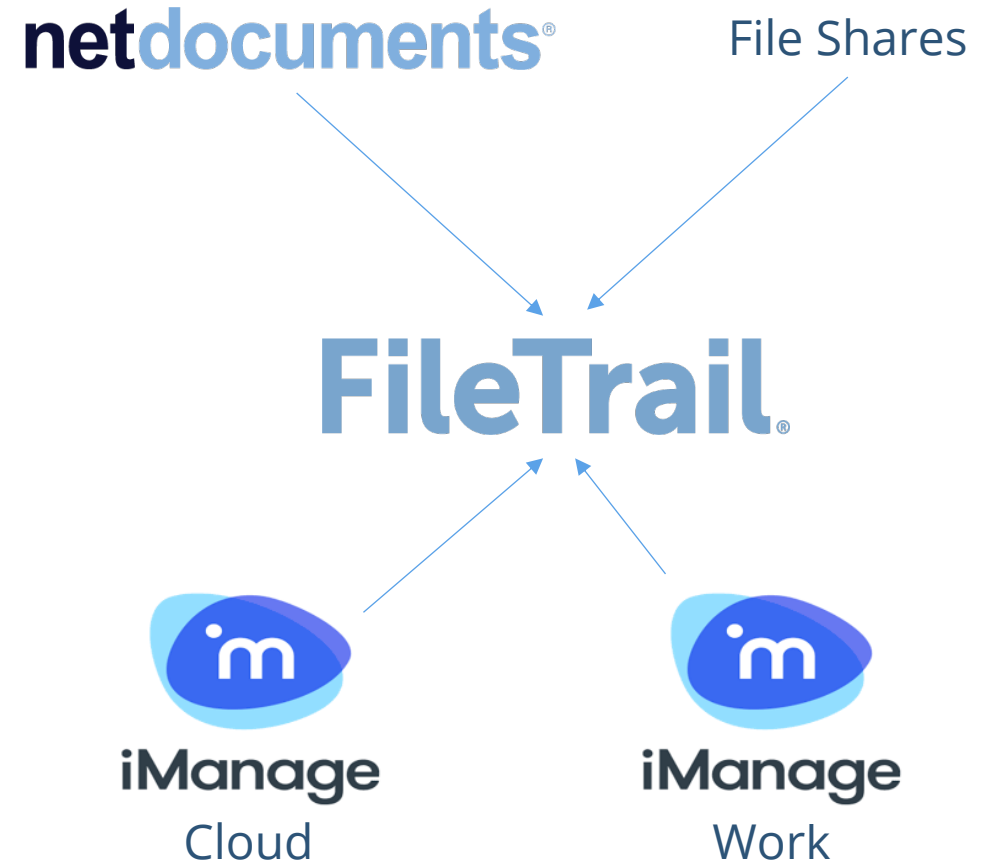
    - Archival storage vendors

FileTrail®

Technology that Integrates

EDMS
- netdocuments®
- iManage Cloud
- iManage Work

Security Systems
- Intapp Walls
- iManage SPM
- NetDocs WSM

Financial Systems
- Aderant
- THOMSON REUTERS ELITE™

Retention Policies

FileTrail®
Records Management
Governance
Mobility Manager
Archiving

Notifications

Approvals

Users / Approvers

RMS
- FT Records Management
- iCOMPLi by LegalRM
- iManage IRM
- LegalKEY

Storage Vendors
- Access®
- IRON MOUNTAIN®
- Restore
- O'NEiL SOFTWARE

FileTrail.

Technology that Integrates
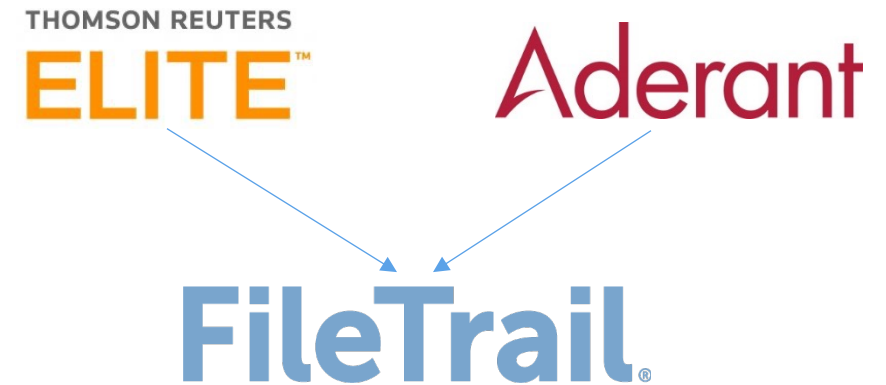
Integration with Document Repositories

- Repository integration provides visibility to documents in the FileTrail UI, and allows these documents to participate in any of the inherent FileTrail functionality, such as disposition review, disposition, searching, reporting, and more.

- FileTrail supports integration with a number of repositories and are continually adding support for additional repositories to meet the needs of markets.

- FileTrail also supports integration with other RM systems, should you choose not to utilize FileTrail Records Management.

netdocuments®

File Shares

FileTrail®

iManage
Cloud

iManage
Work

FileTrail®

Technology that Integrates
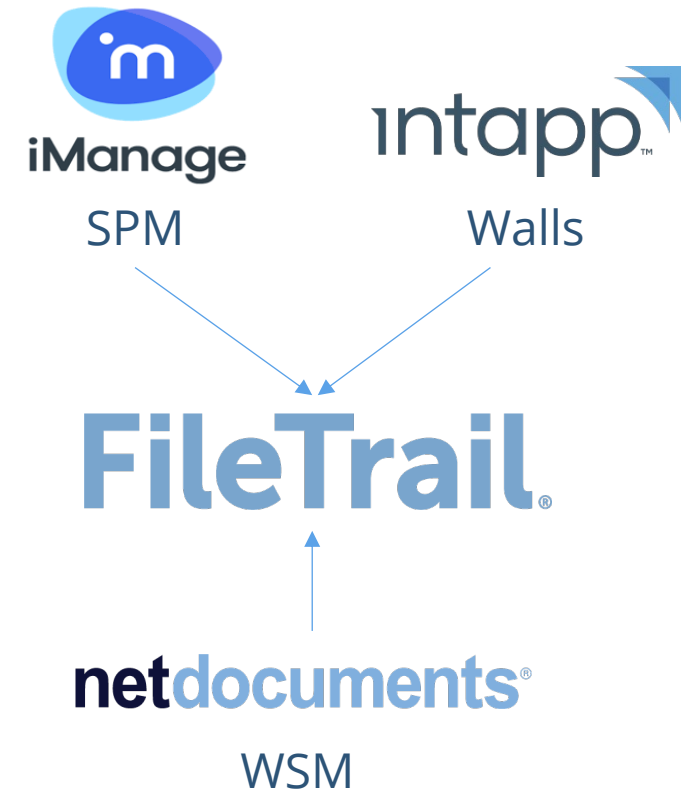
Integration with Financial Systems

- Integration with financial systems creates new Clients and Matters and synchronizes updates.

- FileTrail's unlimited user-defined fields allows you to additionally synchronize other data that is not widely available to everyone, and can be leveraged in FileTrail processes, searching, and reporting. Law firms frequently choose to populate the Matter Profile with:

    - Timekeepers – leverage with one-click emails for quick communication.

    - Terms – store terms, or outside counsel guidelines, for easy reference.

    - Last Billing Date – use with searching to identify matters that may need to be officially closed.

THOMSON REUTERS
ELITE™

Aderant

FileTrail®

Technology that Integrates
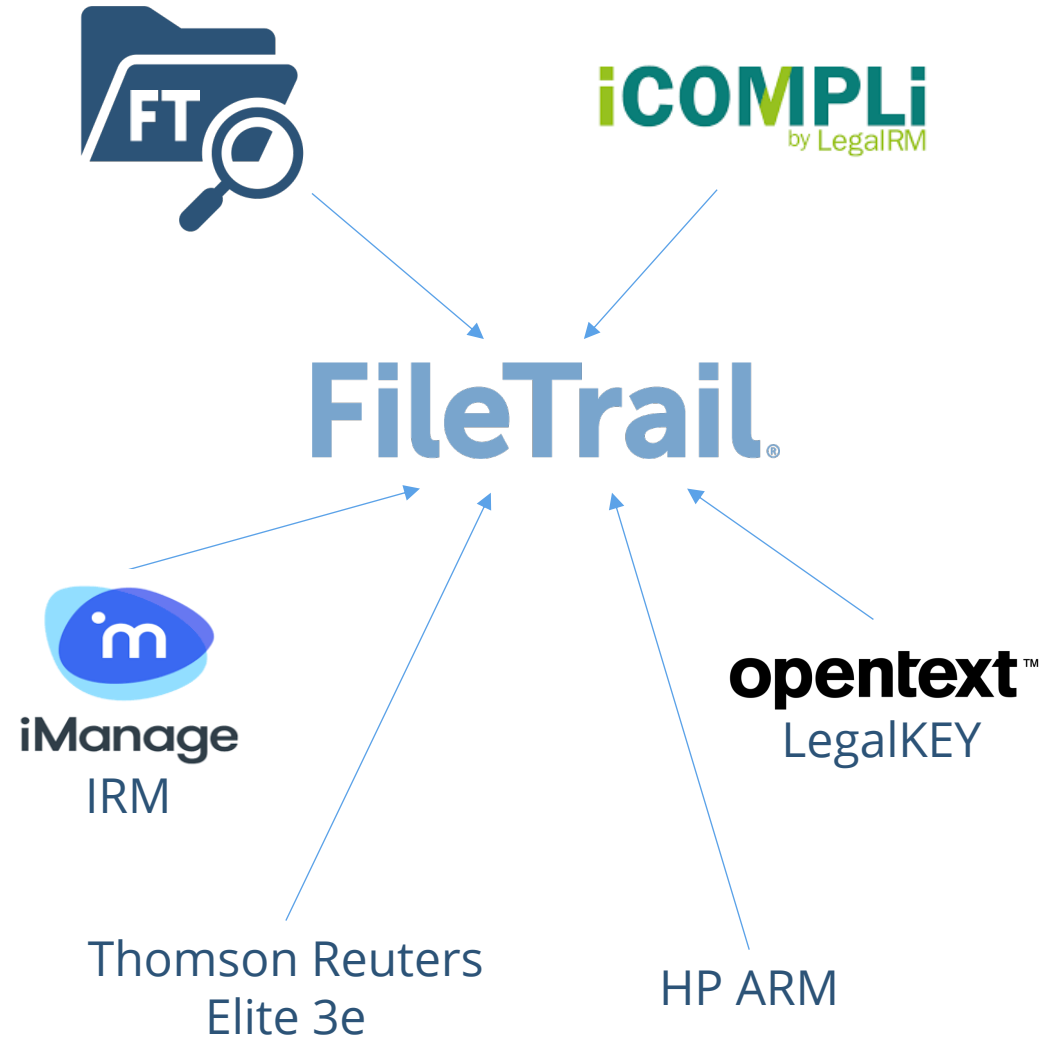
Integration with Security Systems

- Integration with security provision systems ensures the conflicts policies are up-to-date and applied to matters, records, and documents in FileTrail.

- FileTrail support optimistic and pessimistic models, as well as Contractor walls. Security policies created at the client level are automatically inherited down to matters. All security policies are inherited down to any electronic documents, boxes, expandos, folders and subfolders.

- Changes to policies are automatically reflected in FileTrail, without user intervention.

- FileTrail provides visualization of the security results, allow an administrator to see the rights on a client or matter, or on a record or document that have been inherited from the client or matter policy.

iManage
SPM

intapp
Walls

FileTrail

netdocuments
WSM

Technology that Integrates

Integration with Records Management Systems

- RMS integration provides visibility to physical records withing the FileTrail UI for clients who choose to stay with their existing RMS.

- This integration allows these records to participate in inherent FileTrail functionality, such as disposition review, disposition, searching, reporting, and more.

- FileTrail pushes destruction requests for records back the RMS. Core RMS functions – such as creation, labeling, requesting, and interfacing with storage vendors – are still performed within the RMS.

iCOMPLi by LegalRM

FileTrail®

iManage IRM

opentext™ LegalKEY

Thomson Reuters Elite 3e

HP ARM

Technology that Integrates

Integration With Archival Storage Vendors

- FileTrail is partnered with Access Corp. Our seamless integration provides real-time ordering for retrieval of archived records, ordering pickup of new and returning boxes for storage, and digital retrieval (aka Scan-On-Demand). Leveraging real-time Web Services, FileTrail and Access deliver the most efficient management and handling of inactive physical records.

- FileTrail has also been providing clients with integration to Iron Mountain since 2002.

- We are currently creating integration for Records Centers using O'Neil Software, and to Restore in the UK.

The FileTrail Platform

Records Management

Unlimited configurability ensures a precise fit to legacy data and file plans.

Request workflows support digitization, retrieval, and storage.

Define and share searches, ad hoc reports, and graphical reports with attorneys and admins.

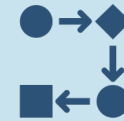Disposition workflow documents compliance while reducing costs.

Governance

Central management of policies.

Reduce risk through documented compliance.

Automated disposition removes documents from their source repositories.

Universally apply policies across all document repositories.

Matter Mobility

Automate loading, retrieval, and disposition of documents for arriving and departing attorneys.

Provide arriving attorneys the ability to prioritize matters and visibility into status of their matters.

Support arriving attorney productivity with a temporary workspace while review and approval progresses.

Archiving

Automate movement of documents for closed or inactive matters to lower-cost storage.

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Scalable Platform

Our Platform approach allows us to leverage common technology assets as we add new products to our offering.
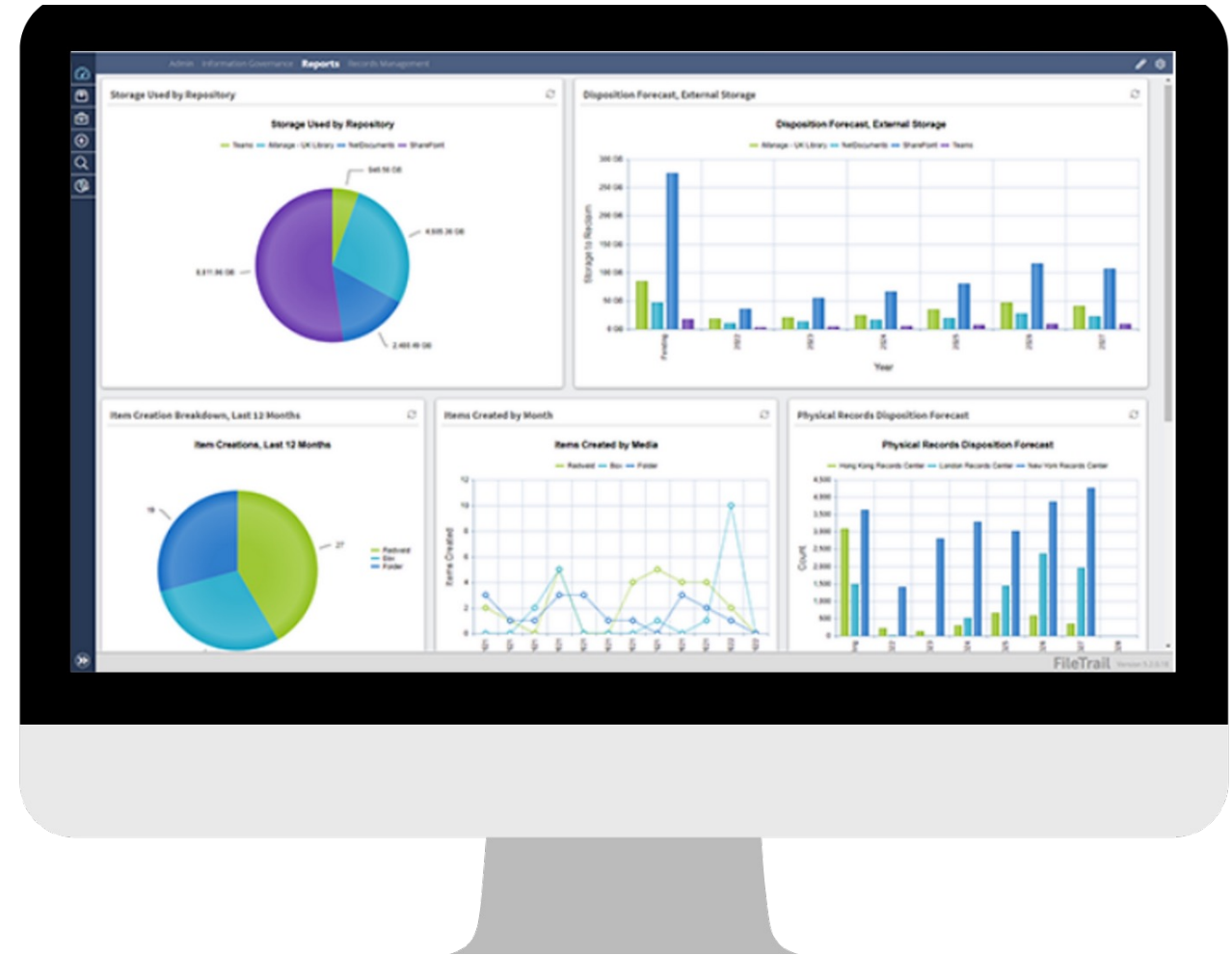
Reusable technology assets include:

- Access – Privileges and permissions for Users and Groups.

- Security – Use of LDAP, SAML, and other providers for authentication.

- Classification – Org, Cat, Media…

- Fields – configuration tools for meta data and screens.

- Searching – configuration tools for search forms and results grids.

- Reporting – configuration tools for ad hoc reports and graphical reports.

FileTrail®

Transparent Information Governance

- Visibility to all documents

- Powerful Search & reporting

- Customizable dashboard to visualize trends

- See past dispositions, forecast storage reductions and more

- Simplify and streamline your governance to improve compliance with internal policies , privacy requirements and other regulations.

Clients: Am Law 100

Many of our legal clients are Am Law 100 firms

CLIFFORD CHANCE

Selendy & Gay

Coblentz Patch Duffy & Bass LLP

KEYSTONE LAW

DENTONS

Milbank

FOLEY
FOLEY & LARDNER LLP

DyKEMA

wiley

Neumiller & Beardslee
ATTORNEYS AND COUNSELORS

MotleyRice

Burns Levinson

Holland & Knight

BOWDITCH
ATTORNEYS

DORSEY
DORSEY & WHITNEY LLP

FileTrail®

Quick Company Facts

Founded in Silicon Valley in 2000. Our early customer-focus helped us grow by word-of-mouth.

An early technology leader – 100% browser-based and hosting solutions since 2001, our first product installation.

Our history in highly-regulated industries left us better prepared to address the rising need for governance.

Two decades of hosted and Cloud solutions ensure the security of your data and uptime accessibility.

Our integration with financial systems, security systems, EDMS, RMS, and file shares maximize automation.

We focused on configuration tools instead of customizing the codebase for clients.

Left California for Austin, TX in 2020.

FileTrail®

iManage Clients

Integration with iManage allows FileTrail Governance, Mobility, and Archiving to apply policies and activities uniformly across all documents and records for the firm.

FileTrail integrates with:

- Work 8.5/9 for documents

- Work 10 for documents

- Cloud for documents

- SPM for security

- IRM for records

iManage Clients

NetDocuments Clients

Integration with NetDocuments allows FileTrail Governance, Mobility, and Archiving to apply policies and activities uniformly across all documents and records for the firm.

FileTrail integrates with:

- NetDocuments for documents

- WSM for security

- Custom Tab feature

FileTrail.®

NetDocuments Clients

OpenText eDOCS Clients

Integration with OpenText eDOCS allows FileTrail Governance, Mobility, and Archiving to apply policies and activities uniformly across all documents and records for the firm.

Our Canadian Law Firm Clients

New Customers (Law Firms)

New contracts and recent implementations

CLIFFORD CHANCE • DyKEMA • DLA PIPER • HINSHAW

FileTrail
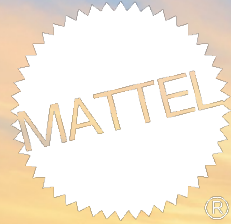
New Customers

New contracts and recent implementations

Thank You

FileTrail®

Industry-Leading Information Governance Suite

Founded in 2000, FileTrail is the leader in information governance management for highly regulated markets throughout North America, the UK, and Europe. Since the beginning, FileTrail was founded to solve the complex issue of physical records management and quickly established itself as the leader in full lifecycle information governance management for large law firms throughout the United States. Today, the FileTrail information governance suite offers a complete information governance solution to centralize, simplify and automate records and for both physical records management as well as retention, disposition and matter mobility for electronic records across multiple repositories.

Designed as an integrated solution, FileTrail also "plays well with other solutions". As a complete information governance solution, FileTrail enables organizations to meet urgent client demands, pass audits, conduct a client audit response across multiple repositories, address outside council guidelines, and address new compliance rules with a modern approach.

Leading law firms and large, global organizations have selected FileTrail as their information governance solution for a reason, and it all comes down to experience, service and a commitment to excellence. Stay on track with FileTrail — we'll help you get there.

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Records Management | Retention | Disposition | Matter Mobility