



KONICA MINOLTA

# SOLUTIONS FOR LEGAL PROFESSIONALS

When legal professionals need a trusted advisor, they can count on Konica Minolta. We assist legal departments of all sizes and help them work smarter and more efficiently with solutions, services and products designed to streamline data and document management.

# SUCCESSFUL.

Why does Konica Minolta deserve a place on your legal team? Konica Minolta understands the demands involved in maintaining and growing a successful legal department. We have you covered, whether you are a solo practitioner, small to large firm, government entity or corporate legal department. Our solutions give you a competitive edge by increasing productivity, reducing cost, maximizing efficiency and automating processes. Compliance issues have become more complex. Security demands are continually increasing. Environmental sustainability concerns are now paramount. IT infrastructure needs are always evolving. To meet these challenges, legal professionals are turning to Konica Minolta.



“I am a former NYC ALA President and Region 1 ALA Regional Representative, and as a member I can reach out to over 400 chapter members all over the city to vet potential vendors. Consistently, the name that came back to me was Konica Minolta. And, it wasn't just the name of the company but the people that stand behind them.”

— **Patricia Isaacson**,  
Executive Director at Davison,  
Eastman, Muñoz, Lederman &  
Paone, P.A.

## SPECIFIC ADVANTAGES LEGAL FIRMS ARE BENEFITING FROM:

### eDiscovery/Computer Forensics/ Managed Review

Full suite of eDiscovery and computer forensic solutions to assist with pre-litigation planning, early case assessment, ESI processing, hosted data and production.

### bizhub SECURE Platinum

Konica Minolta bizhub devices are world-renowned for providing advanced protection services to ensure client data is optimally secured. Your bizhub MFP includes, as standard, all the security features required by legal professionals:

- A Secure Administrator Password
- HDD Encryption
- Temporary Data Overwrite
- HDD Password Lock
- Auto-Deleting User Box Data

### Managed Print Services (MPS)

By monitoring usage, measuring output and managing devices more effectively, our Managed Print Services program puts you in full control of your legal print/scan environment.

### Electronic Image Management

Increase productivity by automatically converting scanned images to editable documents—in multiple file formats—directly from the bizhub MFP.

### Fax Management

Eliminate stand-alone fax machines by implementing network faxing of hardcopy documents to bizhub MFPs or from users' desktops.

### Comparison/Collaboration Tools

Compare, convert to PDF and clean metadata from documents. Collaborate and share files or documents securely.

### BPO Scanning/Conversion Services

Save time, money and space with secure on-site or outsourcing document scanning services. Putting an end to off-site storage and associated costs will

decrease worries about fire, flood or theft at the warehouse because your digital documents will be on a CD, server, or up in the Cloud.

### Workflow Management

Optimize productivity and reduce labor costs with customized and integrated workflows that combine multiple tasks into a single process with the touch of a button on the bizhub MFP. For maximum efficiency, documents can be routed automatically to any destination based on pre-defined rules.

### Legal Integrator

As a reseller of the best in class Legal Applications and a Legal Integrator, we can support numerous key technologies such as Legal Document Management Systems, Collaborations Tools and many more so you can take advantage of key technologies with confidence.

### Document Data Security/Compliance

Protect sensitive client information with strict adherence to the Sarbanes-Oxley Act (SOX) and other compliance standards.

### Dispatcher Phoenix Legal Solutions

Konica Minolta's proprietary solution—an advanced workflow automation application that streamlines legal workflows and saves time by simplifying the process of preparing case files for clients, courts and legal discovery. Automates typical time-consuming and labor-intensive manual document processing tasks, including:

- Converting scanned images to a wide variety of PDF formats.
- Advanced Bates stamping.
- Redacting, highlighting or striking out essential text using intelligent technology.
- Indexing and folder browsing directly from the panel.

### Print Management and Cost Recovery

Implement client chargeback and cost recovery solutions that are fully integrated to the bizhub MFP.

# WORKPLACE OF THE FUTURE — THINKING BEYOND THE WORKPLACE

Workplace of the Future will raise the bar on how legal professionals work together and with clients. It is not about the walls that surround you. It's about working more productively, efficiently and collaboratively.

These solutions will not only speed up existing processes in your legal department—but also allow for new, more flexible ways to carry out your work. You need to work smart. Find ways to streamline your business and allow your teams to spend time doing what they do best.

## **The Workplace of the Future Will Be Constantly Evolving and Growing.**

Konica Minolta is committed to reshaping the Workplace of the Future. As such, we will be partnering with our customers to define what that workplace will be for you. Our core set of smart office solutions are just the beginning. We are cultivating a steady stream of Workplace of the Future technologies and tools that will help your organization work smarter and more productively.

## **Meeting Room Booking that Makes Your Meetings More Productive**

Room scheduling applications can make your meetings more productive, even before they begin. No more searching for an available space to collaborate, only to find it's been double booked. You'll even be able to reserve rooms based on the specific needs of your meeting.

## **Telepresence Robots That Actually Make You Feel Physically Present Even Though You're Not There**

Most telepresence technologies are choppy video chats from a fixed point in an office. But we're delivering telepresence that's mobile—providing a real, physical presence that recreates the experience of walking around an office, school or hospital. Telecommuters will be able to move and interact within their environments, decreasing the need to schedule every single conversation—and significantly blurring the lines of working remotely.

## **Virtual Desktops That Make Any Device Your Work Computer**

Over 50% of millennials use workplace technology alongside their own. Our Workplace of the Future Virtual Desktop solution allows your employees to work from anywhere, anytime and on any device—with the peace of mind of knowing that critical data is secure and protected.

## **Mobile Device Management (MDM) That Enables Bring Your Own Device (BYOD) Strategy**

BYOD can reduce costs for your organization, while promoting flexibility and comfort. But keeping business data safe is paramount. Our MDM services allow you to manage many devices centrally with end-to-end coverage that both protects your network from intrusion and simplifies the mobile management process.

## **Legal Document Management Systems (DMS to Keep Data Organized, Accessible and Secure)**

Konica Minolta can help create highly customized document management solutions that help you collect, organize, store and retrieve data. Security, matter centrality, cloud solutions, and mobility are only a few of the factors that a firm must consider when investigating a DMS.



## **Connect to Your bizhub® MFP From Mobile Devices**

Print and send documents to bizhubs from mobile devices simply and wirelessly without having to download any additional software. Our mobile printing capabilities ensure speed and security, providing the ability to print via Wi-Fi connection and the ability to choose from a wide variety of mobile printing technologies.

## **Visitor Management Solutions Free Up Time and Resources**

Using touch screen interfaces or tablets, our visitor management solutions help you work smarter right from the get-go at your front desk. You can greet and register visitors, notify employees of their arrival, present visitors with interactive information and even print custom badges.

## **Best-in-Class Cloud Infrastructure**

At the forefront of our Workplace of the Future, is the Cloud's ability to power web applications, file sharing and mobility. We can help you create a cloud solution that is scalable to fit your organization's changing needs—making your business more flexible, mobile and secure. The result? Your business becomes more efficient and reduces costs.



# ADVANTAGES.

The verdict is in: legal professionals trust Konica Minolta. Our advanced legal solutions assist legal departments of all sizes envision how they can work smarter and more efficiently with solutions, services and products designed to streamline legal data and document management.

We are today's industry leader in providing state of the art document solutions, IT Services, eDiscovery, hardware and support for legal professionals. With proven expertise in serving the document management needs of legal organizations, we will reduce your print costs and increase productivity all while maintaining the security of your documents and network that legal organizations depend on.

## A Checklist of Services and Technology provided by Konica Minolta:

<input checked="" type="checkbox"/> Cost Recovery and Client Chargeback	<input checked="" type="checkbox"/> Production Print/Scan/Copy
<input checked="" type="checkbox"/> Security/Compliance Services	<input checked="" type="checkbox"/> High-Quality Color Documents
<input checked="" type="checkbox"/> Protecting Legal Case Files	<input checked="" type="checkbox"/> Software Integration
<input checked="" type="checkbox"/> Network User Authentication	<input checked="" type="checkbox"/> Environmental Sustainability
<input checked="" type="checkbox"/> Document Capture, Management and Workflow	<input checked="" type="checkbox"/> Managed Print Services (MPS)
<input checked="" type="checkbox"/> Bates Stamping, OCR, Conversion and Redaction	<input checked="" type="checkbox"/> eDiscovery/Managed Review
<input checked="" type="checkbox"/> Disaster Recovery/Business Continuity	<input checked="" type="checkbox"/> Computer Forensics
<input checked="" type="checkbox"/> IT Services	<input checked="" type="checkbox"/> Document Comparison/Collaboration Tools
<input checked="" type="checkbox"/> Legal Document Management Systems	<input checked="" type="checkbox"/> Document Scanning (On-site/Outsourcing)
<input checked="" type="checkbox"/> Cloud Services	<input checked="" type="checkbox"/> Mobility Management Solutions

Visit [allcovered.com/legal](http://allcovered.com/legal)

to get updated on our offerings for the legal industry from our IT Services Division.

Visit [kmbs.konicaminolta.us/legal](http://kmbs.konicaminolta.us/legal)

for the most recent information on Konica Minolta Legal Solution Partners.

Visit [kmbs.konicaminolta.us/certifications](http://kmbs.konicaminolta.us/certifications)

for the latest model-specific certifications.

## PARTNERSHIP.

Konica Minolta can help give shape to your ideas and partner with you to achieve your corporate objectives. Contact us to realize opportunities in:

### INFORMATION MANAGEMENT

Enterprise Content Management (ECM)  
Document Management  
Automated Workflow Solutions  
Business Process Automation  
Security and Compliance  
Mobility  
eDiscovery Services

### IT SERVICES

Application Services  
Cloud Services  
IT Security  
Managed IT Services  
IT Consulting & Projects

### TECHNOLOGY

Office Multifunction Business Solutions  
Commercial and Production Printers  
3D Printers  
Wide Format Printers  
Laptops, Desktops and Computer Hardware  
Servers and Networking Equipment  
Managed Print Services (MPS)  
Managed Enterprise Services

For complete information on Konica Minolta products and solutions, please visit: [CountOnKonicaMinolta.com](http://CountOnKonicaMinolta.com)

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# All Covered

IT SERVICES FROM KONICA MINOLTA / LEGAL

All Covered is the leading U.S. Legal Technology Solutions Integrator and services provider based on a client centric culture, unparalleled sense of urgency, extensive knowledge of the industry and a best in class service and solutions portfolio.

We help firms design and manage a secure IT infrastructure while leveraging enabling technology to allow them competitive differentiation with the ability to focus on their core competencies. We have been successfully assisting firms for decades in selecting, implementing and optimizing technology. Services include:



Lawyer's Help Desk



Document Management Sales, Integration & Support



Cybersecurity Consulting



Applications & Technology Training, Legal Applications, Sales & Support



eDiscovery, Managed Review, Digital Forensics



Procurement & IT Projects



Managed IT Services



Business Continuity & Disaster Recovery



World-Class Cloud Services



VoIP Services



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