

SOLUTION BRIEFS

Drive Research and Discovery with Dispatcher Phoenix Legal Solution

USERS: Paralegals, the Heartbeat of Law Firms

Paralegals play a vital role in a law firm's success as they conduct legal research, gather supporting evidence, interview clients and witnesses, draft legal documents, and organize case files. Despite the importance of their work, paralegals face high performance expectations for research and discovery, with little turnaround time. Jim is a paralegal who works for a national law firm and one aspect of his job entails conducting searches through a paper-based filing systems. This manual approach adds even more work, stress, and time to his day.

CHALLENGE: Document Overload Leads to Mishandling & Limits Physical Storage

Jim manages the influx of documents and images that come into the firm on a regular basis, ensuring that they're properly cleaned and edited for use in court. Due to the sheer volume and variety of forms, images, and other assets that come into the firm, it's challenging for Jim to organize the documents efficiently, search through files, and quickly provide information needed. Handling and storing massive amounts of paper documents is taking up too much of his time, taking him away from other key responsibilities.

SOLUTION: Automating Document Handling with Dispatcher Phoenix

We introduced Jim to Dispatcher Phoenix, Konica Minolta's advanced document workflow solution designed to change the way law firms and legal organizations work. By using this advanced, award-winning technology, Jim and the other paralegals at the firm have been able to streamline their discovery processes, saving both time and money as they take advantage of advanced capture and document processing capabilities to easily find key information necessary for trials, depositions, and other legal activity. Now, all of their legal documents, coming in from a variety of sources (e.g., as email attachments, mailed as paper documents, and scanned/stored as electronic files) are automatically captured, indexed, converted to Searchable PDF format, and routed--all in a single step! And Dispatcher Phoenix's indexing power, which allows for both manual and automated indexing of documents at the bizhub multi-functional device or via a Web Browser, has helped Jim quickly add identifying information about important case files so that files can be retrieved at a later date.

Dispatcher Phoenix helps Jim:

- Boost **productivity**.
- **Focus** on higher-value tasks.
- Improve the **quality** of his work.
- **Relieve** stress from his workday.
- **Increase** his job satisfaction.



[Click here for more information on Dispatcher Phoenix.](#)

Or contact Konica Minolta!