



Improve efficiency and
reduce costs

LexisNexis® Visualfiles Document Bundling

Looking to improve efficiency and reduce costs? Let Document Bundling help you. **LexisNexis® Visualfiles Document Bundling** automates the bundle production process. As automation is vital for accuracy, speed and consistency when creating large document bundles, the solution combines power with simplicity to produce easy to navigate bundles with the flexibility to index, number pages and provide redaction for printing and electronic purposes.

With pre-loaded bundle templates and full integration with LexisNexis Visualfiles Case Management System, document bundling becomes fully auditable and an intrinsic part of a firm's matter, client and business management process. By using **Visualfiles Document Bundling** firms can produce easy to navigate bundles with the flexibility to add, remove, edit, re-order and re-name pages or sections from any matter and returned into Visualfiles' history.

"By automating our court bundle production process, we will make tremendous savings in storage, paper and stationary and postage and courier costs, not to mention the speed and efficiency gains we will benefit from. By deploying Document Bundling from LexisNexis we will free up man power allowing our staff to concentrate on the more crucial aspects of the services we provide."

Andy Carlile, Practice Manager,
Metropolitan Borough of Bury,
Legal Services

Improved process and resource efficiency

Electronic **Visualfiles Document Bundling** bring increased efficiency and replace the need for labour intensive manual production processes. This allows users to create bundles in significantly less time, freeing up resource for more high value tasks. Costly printing and photocopying large volumes of paper is no longer necessary as electronic bundles can be shared and distributed on CD's or via email. LexisNexis customers will benefit from the ROI on their existing technology investment by pulling documents from the existing case management system.

Organisational and legislative compliance

Automated Document Bundling provides a full audit trail and security in adherence to internal and external risk management initiatives. The threat of human error and omissions is removed and firms can be assured of the removal of case sensitive information through complete redaction, rather than the manual masking of information.

Intelligent, optimised technology for simple document bundling and management

Document Bundling from LexisNexis is light technology for firms that have already embraced LexisNexis Visualfiles. Ease of deployment and a simple, familiar user interface ensure that the solution can benefit a firm from purchase.

The solution takes traditional PDF functionality and enhances it for maximum productivity. Automatic repagination, re-indexing and a 'lock page number' feature allows the insertion of last minute or new documents whilst remaining easy to navigate and available for collaboration.

Delivering major benefits:

- **Automated document bundling replaces the need for labour intensive manual processes. This significantly reduces the time taken from hours or even days, to minutes to produce court-ready bundles**
- **Full integration with LexisNexis Visualfiles Case Management System to enhance the document management capabilities of your Visualfiles solution, quickly delivering a tangible return on investment**
- **Visualfiles Document Bundling allows the easy insertion of last minute or new documents. Within seconds it can re-bundle the documents with automatic repagination, re-indexing and a new contents page to ensure consistency and accuracy**
- **Redaction is complete, not just a simple 'masking' of the information, to ensure the confident removal of case sensitive information**
- **State of the art PDF functionality that provides PDF security features to prevent edits to completed bundles**

For more information

To find out more about **LexisNexis Document Bundling** and to discuss your firm's specific business requirements, please visit www.lexisnexis.co.uk/enterprisesolutions, email salesinfo@lexisnexis.co.uk or call **+44 (0) 113 226 2065** to speak to a LexisNexis Enterprise Solutions consultant.