



KONICA MINOLTA

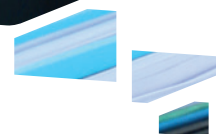
**YOU**

**YOU WANT TO SECURE  
AND STREAMLINE CASE  
PREPARATION.**



**WE**

**WE KEEP YOUR  
BUSINESS SAFE  
AND YOUR WORK  
SMART.**



**IMPROVING  
LEGAL WORKFLOWS**

# ANSWERING THE SPECIAL NEEDS OF LEGAL FIRMS

As a law firm, your enterprise generates up to 60% more documents than similar-sized companies in other industries. On top, you are keeping digital and hardcopy files of all relevant case paperwork. Maintaining the integrity and availability of information and preventing unauthorised access to content are three critical issues you face. In this context, we provide essential support and assistance to legal organisations of all sizes. Making your work smarter and more efficient, we can help you with our solutions and services that are designed to secure and streamline data and document management.

At Konica Minolta, we understand the challenges you face to maintain your legal firm and ensure its continued success. You constantly strive to increase productivity, maximise efficiency, automate processes and gain a clear competitive advantage – all while tightening budgets and reducing costs.

What's more, compliance issues have become more complex; and security demands are continually increasing. You and your clients face paramount environmental sustainability concerns; and your IT infrastructure needs are constantly evolving. To face these challenges successfully, it is important that you and your team can rely on competent partners like Konica Minolta to give you advice and support.

## ▀ Increase your billable hours

Streamlining processes and workflows and automating them as much as possible is essential for your legal firm's productivity and efficiency. Your basis to minimising costly, manual and paper-based processes is having your case files in an easy-to-edit digital format; as well as reliable, safe archiving and instant retrieval of all relevant case information and related files. Benefit from considerable time savings that will enable you to take on additional client cases and increase your billable hours – and maybe even enjoy the odd extra free after-work hour.

The solutions we offer bring you significant benefits through the automation of document workflows. Just how law firms have profited from automated processes is shown by research findings from Infotrends, a leading market research company:

Faster contract development

52%

Improved compliance with regulations

32%

More efficient client communications

48%

More efficient court communications

32%

Faster discovery process

43%

Improved privacy and integrity of information

27%

More efficient communications between law firms

34%

# 40% OF LEGAL FIRMS CONSIDER SECURITY, COMPLIANCE AND RISK MANAGEMENT TOP TECHNOLOGY ISSUES.

ILTA Technology Survey 2016

Typical impacts of a data security breach:

- **37%** Downtime/loss of billable hours
- **28%** service fees for repairs
- **14%** Destruction/loss of files

ABA Techreport 2016

## Client confidentiality and security

With our tailor-made solutions for the legal profession, you quickly conveniently compile all data and information for each specific case and can transmit them encrypted to clients and courts – fully compliant and entirely confidential. All data residing on the HDD of the multifunctional in- and

output system is also encrypted and can thus not be corrupted or hacked.

Full security is ensured for all information and documents your clients entrust you with:

- Access control & access security
- Data & document security

## 3 key considerations for your data security

**AUTHENTICATION** –  
Is accessing your data safe?

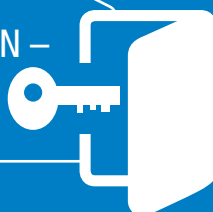


**AUTOMATED RULE ENFORCEMENT** –

Are your safeguards still in place?



**DATA PROTECTION** –  
What happens to your data after you send it?



## Managing your document needs

- **Security** in the information and documents your clients entrust you with
- **Compliance** with legal regulations, professional standards and corporate governance rules
- **Efficiency** cut costs and improve revenue streams

For more information please visit [legal.konicaminolta.eu](http://legal.konicaminolta.eu).



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Your Konica Minolta Business Solutions Partner: