



ZAPPROVED™

DISCOVERY™

INDUSTRY LEADING CLOUD-BASED E-DISCOVERY SOFTWARE FOR CORPORATE LEGAL TEAMS

Z-Discovery™ is a suite of intuitive e-discovery software solutions that empowers corporate legal and compliance teams to defensibly reduce the cost and risk associated with e-discovery, litigation and compliance matters.



With the Z-Discovery suite from Zapproved, teams can deliver faster, better results while lowering risk, minimizing expenses and reducing dependence on outside counsel.

- **Legal Hold Pro™** enables teams to initiate and manage legal holds with ease.
- **CloudPreserve™ for Microsoft® Office 365®** seamlessly lets teams apply and remove “in-place” preservation holds in Microsoft® Office 365®.
- **Data Collect Pro™** empowers teams to collect data in a forensically-sound manner from Office 365 and cloud repositories with minimal business disruption.
- **Digital Discovery Pro™** makes it easy to rapidly process, review, produce data for litigation, regulatory and compliance matters.



“Attorneys and paralegals spend far less time on legal holds. Automatic tracking and reminders make the process more defensible if challenged in court.”

– Timothy Pramas, Senior Associate General Counsel at University of Minnesota

“Our transition to the software was smooth and users love it.”

– User at a Fortune 500 Financial Services company

“The system is very intuitive and easy to use.”

– Dawn Radcliffe, Legal Operations Manager at TransCanda Pipeline

Manage more e-discovery matters in-house

- Take control of the e-discovery process with intuitive, cloud-based software that is accessible from any device.
- Initiate, release and track legal holds with a few simple clicks.
- Collect data using a straightforward, forensically-sound process that non-technical users can confidently execute.
- Quickly review data in-house for a broad range of matters.

Improve the defensibility of your process

- Improve custodian compliance with legal hold requests by tracking response rates and sending automatic reminders.
- Prevent accidental spoliation of data by applying “in-place” litigation holds in Office 365.
- Defend collections with a forensically-sound collections process and complete audit trail.
- Produce a complete report of all preservation activities.

Manage spend and reduce litigation expenses

- Automate key steps in the e-discovery process to reduce the time required to respond to litigation and compliance events.
- Collect data from Office 365 and cloud repositories with minimal custodian interaction and business disruption.
- Cull content before it is collected to reduce data volumes and subsequent data processing and review costs.
- Review content in-house for internal investigations, regulatory and compliance requests and small litigation matters.

Get better visibility and faster insights

- Get real time visibility into that status of legal holds and custodian response rates.
- Effortlessly track and communicate data preservation activity with visual reports.
- Get immediate access to files for review without waiting for the entire batch to be uploaded and processed.
- Create and refine searches to zero-in on documents of interest for internal investigations, regulatory and information requests.



“The ease of use, reporting and customer service is second to none”

– Anthony Landrosh, Data Integrity Supervisor, Winston & Strawn

“We have a much higher compliance rate, a better understanding across the company about legal holds, and the time savings has been amazing.”

– Jennifer Chermoshnyuk, Paralegal at Davis Wright Tremaine LLP

“Zapproved is clean, easy to use and very user-friendly.”

– Andrea Jaroscak, Paralegal at Zions Bancorporation

Legal hold management

- Manage legal hold templates, notification emails, questionnaires, custodian responses and reports in one place.
- Apply legal holds in a few simple steps and automatically trigger reminders and escalations.
- Allow custodians to respond with a single click.
- Connect with Active Directory or HR systems to sync custodian data.

Data preservation and collection

- Apply “in-place” litigation holds in Office 365 to prevent the destruction of data.
- Issue silent legal holds and preservation requests for sensitive matters.
- Get proactive error reports to prevent accidental data spoliation.
- Collect data from email and cloud repositories including Office 365, Exchange®, OneDrive®, Sharepoint® and Box®.

Data processing

- Upload files, folders and containers through a web browser or direct Amazon Web Service® (AWS) upload.
- Encrypt documents in transit and at rest for maximum security.
- Apply search filters to cull data before it’s collected.
- Automatically deNIST and de-dupe to reduce data volumes.

Review

- Search data by dates, keywords, phrases, tags, custodians and more.
- View highlighted keyword hits within documents.
- Redact sensitive, personal or privileged information.
- Use flexible tagging to organize and understand your case.

Production

- Produce documents in native, TIFF, PDF and mixed-mode formats.
- Apply Bates stamping and endorsements, then conduct a “smart export” to prevent accidental information disclosure.

Reporting

- Create a complete audit trail of all e-discovery activities.
- View insightful reports on preservation, collections, processing and review activities.



“The time savings has been amazing.”

– Jennifer Chermoshnyuk, Litigation Hold
Manager, Davis Wright Tremaine LLP

Ease of use

- Leverage cloud-native architecture and intuitive platform to get up and running in hours — not weeks.
- Enjoy dedicated customer support during implementation and free support for the lifetime of your account.

Security and scalability

- Rest assured with our industry-leading security practices and SOC 2® Type 2 Certification.
- Scale for growth without investing in infrastructure and enjoy predictable pricing with no support contacts or maintenance fees.

ABOUT ZAPPROVED

Zapproved is a pioneering leader in cloud-based e-discovery software for corporate legal and compliance departments. Our suite of intuitive and scalable solutions empowers teams to seamlessly and defensibly initiate legal holds and collect, process and review data with ease. With 99% customer retention, we continue to cultivate ridiculously happy customer experiences year after year.



World-Class Data Security

Zapproved solutions are SOC 2® Type 2 certified, the industry's highest rating for data security.

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