



**CEREBRA**

## Legal Support Services

### Case Study on Deposition Summary



#### **Cerebra LPO India Ltd**

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#### **The Client**

The Client is the US law firm.

#### **Challenges, Requirement, and course of action**

- Summarize plaintiff, defendant, witness and expert witness deposition using LexisNexis TextMap software with the guidance and instructions given by the Client.
- Client required attorneys and paralegals to work on the project with high quality.
- The Law Firm turns to Cerebra LPO to perform the work. Bates numbered, each Client files transferred to Cerebra LPO Servers using a secure access protocol (SSH FTP).

#### **Cerebra LPO: Action taken**

- Project manager at Cerebra convened meeting with team to explain about the requirements for the project, instructions, specifications and other details provided by the Client.
- The team understands the Client requirements and the team lead decides on the allotment of work, number of people to work on the project, skills and training required.
- Cerebra built a dedicated team of 2 attorneys and 10 paralegals to work upon the project.
- Team lead at Cerebra instructs the team to summarize the files using third party legal software application and enter data into a separate folder maintained for the Client and send the same for review by lead attorneys.
- The team works upon the project and completes it in 16 weeks.
- Work was reviewed by lead attorneys at Cerebra ensuring accuracy, brevity and clarity.
- Quality check done by Quality Analyst to see whether it meets the Client requirements
- Delivery team at Cerebra transfers the completed database and chronology back to the law firm for incorporation into their existing case file.

#### **Outcome**

The Client is satisfied with the work, the costs and the turnaround time.