

**IPRO Professional Services** is the perfect solution when you need to augment your in-house Litigation Support staff. You will be assigned a Cloud Solutions Specialist to assist your team with the tasks shown below or any other eDiscovery needs. You may purchase on-demand Professional Services by the hour, or for a better value, consider one of our Professional Services bundles.

## Professional Services

**On-Demand and Annual Bundles are available. For more information contact IPRO.**

### Starter and Business

\*Items are managed by IPRO and included at no charge. All other Services are available for purchase.

### Business Plus

All Professional Services are available for purchase.

### Elite

An all-inclusive plan. All Professional Services are included at no additional cost.



### Trusted Team

IPRO's Cloud Solutions Specialists are experts in managing complex eDiscovery Projects. While they are on the frontline with you, they are backed by some of the most experienced members of our technical engineering team.

With decades of industry and domain experience, they know how to bring you the white-glove service you need to succeed with your case strategy and deadlines, and are available whenever you need assistance.

***"Excellent service each time!" "Exceptional service!"***

*Practice Support Manager, Large-Sized Law Practice*

Review Management	Data Management	Productions
<ul style="list-style-type: none"> <li>Set up Standard Review Pass</li> <li>Set up Active Learning Review Pass</li> <li>Set up Technology Assisted Review (TAR)</li> <li>Set up Keyword Management</li> <li>Complex search creation</li> <li>Organize Case by Data Sources</li> <li>Advanced Search and Culling (ECA)</li> <li>Build Review Sets based on ECA</li> </ul>	<ul style="list-style-type: none"> <li>Self-Service Data Processing</li> <li>Data Mgmt. prior to Processing</li> <li>End-to-End Data Processing with Filters</li> <li>Manipulation &amp; Preparation of complex data for import/processing</li> <li>Load file configuration and manipulation</li> <li>Self-Service Processing QC*</li> <li>Customize Data Processing Template*</li> </ul>	<ul style="list-style-type: none"> <li>Data Import/Migration from Third Party*</li> <li>Reprocess Documents by Request*</li> <li>Bulk Document Imaging</li> <li>Bulk Imaging Job QC*</li> <li>Data Exports</li> <li>Quality checks prior to Production</li> <li>Set up &amp; run Productions</li> <li>Custom Reporting from Review</li> </ul>
Case Setup	Case Customizations	Consulting
<ul style="list-style-type: none"> <li>Case Creation*</li> <li>Create Permission Groups*</li> <li>Create Users*</li> <li>Review Password Reset*</li> <li>Customize Tags</li> <li>Custom Coding Forms</li> <li>Set up Persistent Highlights</li> <li>Set up Keyword Management</li> <li>Enable Email Threading*</li> </ul>	<ul style="list-style-type: none"> <li>Customize Case Templates*</li> <li>Add custom fields to case*</li> <li>Enable and Customize Analytics (Near Duplicates, Concept Clusters, Active Learning, etc.) –*Business and Elite Only</li> <li>Additional Concept Clusters by Area</li> <li>Create Archive Copy of Case Data</li> <li>Place Case Data into Cold Storage</li> </ul>	<ul style="list-style-type: none"> <li>Status calls &amp; report requests</li> <li>Review workflow development</li> <li>Review use case strategy</li> <li>Production best practices</li> <li>Search and Culling Strategy</li> <li>Data migration from third party tools</li> <li>Customized reports</li> <li>Storage Management</li> <li>Removal of select data from a case</li> </ul>